City of Melville

MINUTES
ORDINARY MEETING OF COUNCIL

6:30pm Tuesday, 17 March 2026

Held in the Council Chambers, Melville Civic Centre,
10 Almondbury Road, Booragoon

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The City of Melville acknowledges the Bibbulmun people as the Traditional Owners and custodians of the lands on which the City stands today and pays its respect to the Whadjuk people, and Elders both past, present and emerging.

Minutes to be confirmed at the next Ordinary Council Meeting
These minutes are hereby confirmed as true and accurate

Mayor Mair Date

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Vision

Vibrant, Sustainable, Inclusive Melville

Mission

To provide good governance and quality services for the City of Melville community.

Values

In everything we do, we seek to adhere to our values that guide our behaviour.

- **E**xcellence - Striving for the best possible outcomes.
- **P**articipation – Involving, collaborating and partnering.
- **I**ntegrity - Acting with honesty, openness and with good intent.
- **C**aring – Demonstrating empathy, kindness and genuine concern.

Our Approach

To put our customer at the centre of everything we do.

Social / Community	Environment	Built Environment	Economic	Governance
Healthy, Safe and Inclusive	**Clean and Green**	**Sustainable and Connected Development**	**Vibrant and Prosperous**	**Good Governance and Leadership**
Healthy, safe and inclusive communities with a sense of belonging and wellbeing.	A clean, green and sustainable City for current and future generations.	Sustainable, connected development and transport infrastructure across our City.	Economic prosperity and vibrant resilient communities and businesses.	Leadership and good governance for the benefit of the whole community.

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The nature of the Council's decision making role in the matter:

Advocacy	*When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
Executive	*The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
Legislative	*Includes adopting local laws, town planning schemes & policies.*
Review	*When the Council operates as a review authority on decisions made by Officers for appeal purposes.*
Quasi-Judicial	*When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

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1 OFFICIAL OPENING

The Presiding Member welcomed those in attendance to the meeting, officially declared the meeting open at 6:30pm and invited Cr K Wheatland to read the Acknowledgement of Country and advised those present of the Disclaimer, the Affirmation of Civic Duty and Responsibility and the Audio Recording Advice.

At 6:30pm, Cr J Spanbroek entered the meeting.

At 6:31pm, the Presiding Member advised that Item E26/90 Approval to Demolish the Attadale Scout and Baden Powell Girl Guide Facilities was withdrawn from the Agenda prior to the meeting for the following reasons:

- To provide Elected Members with additional information and clarity regarding communications and engagement with the lessee and relevant user groups.
- To provide further information on actions undertaken, and opportunities for interim and longer term accommodation options for the Attadale Scouts and Baden Powell Girl Guides.
- To provide further information regarding the safety concerns associated with the buildings proposed for demolition.

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2 ATTENDANCE AND APOLOGIES

In Attendance

K Mair	Mayor

Councillors	Ward
Cr M Woodall	Bull Creek - Leeming Ward
Cr J Spanbroek *(from 6:30pm)*	Bull Creek - Leeming Ward
Cr G Barber	Bicton - Attadale - Alfred Cove Ward
Cr G Panayotou	Bicton - Attadale - Alfred Cove Ward
Cr N Robins	Bateman - Kardinya - Murdoch Ward
Cr S Hong *(from 6:34pm)*	Bateman - Kardinya - Murdoch Ward
Cr C Ross	Applecross - Mount Pleasant Ward
Cr D Lim	Applecross - Mount Pleasant Ward
Cr K Wheatland *(until 9:27pm in person)*	Palmyra - Melville - Willagee Ward *(from 9:45pm electronic attendance)*
Cr S Green	Central Ward
Cr C Yorke	Central Ward

Officers

Ms G Bowman	Chief Executive Officer
Mr G Tuffin	Director Corporate Services
Mr J Coten	Director Environment & Infrastructure
Ms M Pickering	Director Community Development
Mr M Yildiz	Director Legal, Governance & Risk
Mr A Melville	Acting Director Planning
Mr P Molony *(until 9:29pm)*	Manager Resource Recovery & Fleet Services
Ms K Bainbridge*(9:04pm - 9:28pm)*	Manager Development Approvals *(electronic attendance)*
Mr B Ashwood *(9:29pm - 9:31pm)*	Acting Manager Strategic Planning *(electronic attendance)*
Ms J Ahola *(until 6:49pm)*	Open Space Design Coordinator
Ms C Newman	Head of Governance
Ms M Smith Poulton	Lead Governance
Mr O Pugh	Governance Officer (Council Support)

At the commencement of the meeting: Public Gallery	2

Apologies

Nil.

On Approved Leave of Absence

Nil.

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3 DECLARATIONS BY MEMBERS

3.1 Declarations by Members who have not read and given due consideration to all matters contained in the business papers presented before the Meeting

Nil.

3.2 Declarations by Members who have received and not read the Elected Members Bulletin

Nil.

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

- Mr T Fitzgerald, Palmyra in relation to item CD26/57 Adoption of the Community Safety Roll-out Plan 2026-2031 & Other CCTV Related Matters

Approved Written Submissions

Nil.

5 DISCLOSURE OF INTEREST

5.1 Financial or Proximity Interests

Under sections 5.60A and/or 5.60B of the *Local Government Act 1995*

Nil.

5.2 Disclosure of Interest that may cause a Conflict

Under 22 *Local Government (Model Code of Conduct) Regulations 2021* or a City of Melville Code of Conduct)

Nil.

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6 PUBLIC QUESTION TIME

At 6:34pm the Presiding Member opened Public Question Time.

At 6:34pm, Cr S Hong entered the meeting.

6.1 Questions Received with Notice

6.1.1 Dr J Stevens, Bicton

As the questioner was not in attendance at the meeting, the Presiding Member declared that the question and responses would be recorded in the minutes and not read out, in accordance with section 6.7(7)(d) of the *City of Melville (Meeting Procedures) Local Law 2022*.

Preamble to Question 1:

City records show Melville Toyota supplies products and services. Since 1/1/2020 what were, in relation to Melville Toyota:

Question 1:

Annual payments made.

Response to Question 1:

Since 28 September 2018 to 22 January 2026, the City has spent $1,354,897.25 on parts, servicing, repairs and new vehicles. $1,221,277.55 on new vehicle purchases and $133,619.70 on parts, repairs and servicing.

Question 2:

Number of vehicles purchased?

Response to Question 2:

Since 28 September 2018, 36 vehicles.

Question 3:

Number of quotes or tender responses received.

Response to Question 3:

All light fleet vehicles are procured from suppliers listed under the State Government's Fleet Acquisition Common Use Agreement (CUA 37804) for Shires and Councils, or through the WA Local Government Association Preferred Supplier Directory.

While an exact figure cannot be provided at this time, for each fleet procurement process, between three and five suppliers are invited to submit quotations, depending on the type of vehicle required and its availability. The majority of invited suppliers provide a response. Based on the procurement of 36 vehicles, this would equate to approximately 108 quotation responses on average.

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Question 4:

Any discounts offered or provided to City employees or Elected Members for personal purchases

Response to Question 4:

No discounts are offered to Elected Members or City employees in relation to personal purchases.

Question 5:

Declarations of conflicts of interests by City employees or Elected Members

Response to Question 5:

The City maintains a register of financial, proximity and impartiality interests disclosed by Elected Members and employees, available for public inspection on the City's website. To date, no disclosures of interest relating to Melville Toyota have been reported.

Question 6:

Value of gifts or hospitality received by City employees or Elected Members.

Response to Question 6:

The City of Melville maintains a register of notifiable gifts received by Elected Members, the CEO or City of Melville staff on the City's Gifts Register website page. To date, no gifts or hospitality have been declared in relation to Melville Toyota.

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6.1.2 Mr M McLerie, Booragoon

As the questioner was not in attendance at the meeting, the Presiding Member declared that the question and responses would be recorded in the minutes and not read out, in accordance with section 6.7(7)(d) of the *City of Melville (Meeting Procedures) Local Law 2022*.

Preamble to Question 1:

The Local Government Act once made Council responsible for building controls in its district. In 2012 the new Building Act 2011(Act) continued Council's powers and duties to issue building approvals and enforce compliance with issued approvals. Council delegates its powers and duties to the CEO (https://www.melvillecity.com.au/our-city/publications-and-forms/management-services/city-of-melville-statutory-delegation-and-authoris) The Act sections 128 & 129 of the Act gives Council the right to a) publish all information contained in building permits, demolition permits, occupancy permits, building approval certificates and building orders, and b) release copies of such building records to any members of the public. Council requires the CEO to "Records of exercise of delegated authority".

Question 1:

When did our Parliament amended the Act to materially changes Council's powers and duties.?

Response to Question 1:

The Building Act 2011 (WA) commenced in 2012. Since commencement, amendments to the Building Act 2011 (WA) have occurred from time to time; however, there has been no amendment that materially alters a local government's fundamental role in administering building approvals and compliance under the Act.

Question 2:

When introduced did the Act reduce Council's building powers and duties, further did the Act expressly provide Council more powers and duties.

Response to Question 2:

The Building Act 2011 (WA), supported by the Building Regulations 2012, replaced the former Building Regulations framework with a modernised statutory scheme. The Building Act 2011 (WA) restructured how building control functions are exercised but did not remove the local government's core powers or duties in relation to building approvals, compliance, or enforcement.

The Building Act 2011 (WA) confers specific powers and duties on permit authorities and local governments as set out in the Building Act 2011 (WA). The Building Act 2011 (WA) also replaced the provisions in the Local Government (Miscellaneous Provisions) Act 1960 (LG(MP) Act) that dealt with building, demolition, swimming pool fencing and smoke alarms.

The Building Act 2011 (WA) introduced the building permit as an approval to construct a building or structure. This was previously a building licence under the LG(MP) Act.

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The Building Act 2011 (WA) enables a permit authority to consider two different types of applications – a certified, and an uncertified application. An uncertified application is one where there is no certificate of design compliance accompanying the application. Uncertified applications may only be lodged for Class 1a and 10 buildings under the Building Code – that is, for single residential dwellings and non-habitable buildings or structures.

A certificate of design compliance is a document that can be prepared by an independent building surveyor. This allows developers to engage their own private certifier to confirm that the plans to be lodged comply with the relevant building standards.

Under the Building Act 2011 (WA), an independent building surveyor is one who is not otherwise involved in the project by being the owner, employee of the owner or the person who proposes to construct the building.

Under the LG (MP) Act, approvals and licences in relation to buildings could only be issued by a local government. However, this has changed under the Building Act 2011 (WA), as permits are issued by a permit authority. The default position under the Building Act 2011 (WA) is that the local government for the locality in which the proposed building is located is the permit authority. However, the State Government is also a permit authority, and can delegate this authority to a public body, as well as prescribe by regulation a special permit authority. This gives the State Government the power to take approval powers away from local governments in relation to special projects.

The Building Act 2011 (WA) changes the relationship between the planning and building approval regimes. Under the LG(MP) Act, the building licence approval regime is a separate and distinct process to any requirement for planning approval under the Planning and Development Act 2005 (WA). That is, it is legally possible to apply for and obtain a building licence or demolition licence before planning approval is issued. It is up to the land owner to ensure that all the necessary approvals are in place before construction (or demolition) commences.

Under section 20 (for building permits), section 21 (for demolition permits) and section 58 (for occupancy permits), the permit authority must be satisfied that the applicant has obtained “each authority under written law that is prescribed for the purposes of this paragraph”.

The Building Regulations 2012 prescribes the requirement for a planning approval issued pursuant to the Planning and Development Act 2005 (WA). In addition, an independent building surveyor cannot issue a certificate of building compliance unless satisfied that the building complies with any approval required under the Planning and Development Act 2005 (WA).

Question 3:

When did the City start publishing all information relating to all building records on its website to make them easily publicly available?

Response to Question 3:

The City does not publish all building records on its website. The City makes certain information available in accordance with the Building Act 2011 (WA), the *Freedom of Information Act 1992* (WA), and applicable privacy and records management obligations. This occurred when the *Building Act 2011* (WA) and its publishing obligations came into effect.

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Question 4:

How many copies of different building records has the City released to the public since the Act came into effect?

Response to Question 4:

The City does not maintain a consolidated record of the total number of building documents released to members of the public since commencement of the *Building Act 2011* (WA).

Requests for building information are assessed and processed on a case-by-case basis in accordance with statutory requirements.

6.1.3 Mr R Stasezwski, Attadale

Preamble to Questions 1 to 2:

Hi, I'm a resident of Attadale. I have two questions regarding the City's application of the Building Act 2011 and its retrospective approvals policy.

Question 1:

Under the Building Act 2011 (WA) and the City of Melville's retrospective approvals policy, is it permissible to remediate unauthorised and non-compliant works on an encroaching retaining wall solely under an existing BA1 Building Permit, where the proposed remedial works would not comply with the criteria of the original Building Permit (for example, height limits, footing specifications, or structural standards)?

Response to Question 1:

No the BA1 Building Permit does not resolve an alleged encroachment however the City assesses building applications in accordance with the applicable building legislation which stipulates the requirements for applications where works have already commenced or been completed, to demonstrate compliance with the applicable building legislation and codes.

The context and nature of any required remediation works would determine how these works are captured in the building application and assessment process.

Question 2:

Where an unauthorised retaining wall has been substantially constructed in its as-built form and does not comply with approved plans, certified engineering drawings, or Australian Standards (including AS 3700), and the proposal is to remediate rather than fully demolish the wall, must the City require a BA13 Building Approval Certificate accompanied by a BA18 Certificate of Building Compliance, or is a BA1 Building Permit sufficient to certify both the existing unauthorised elements and the proposed remedial works?

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Response to Question 2:

A BA1/BA2 building permit is required for proposed works. A BA13 building approval certificate is required for works which are already constructed and proposed to remain.

The nature of the remediation works required for existing works proposed to remain, will determine if it can form part of the BA13 or if it needs to form part of a BA1 or 2 (for proposed works).

Any required remediation works are determined by the structural engineering certification (note: a specification which is used for proposed works) prepared by a practicing structural engineer, which forms part of the building permit documentation.

6.1.4 Mr D Morley, Willagee

Question 1:

Regarding Council Resolution UP25/93, which requested the CEO to prepare a draft Local Planning Policy on trees on private land: could Council please provide an update on the current timeline for the preparation of that draft policy, including when elected members can expect the workshop to occur, noting that Council's intention was for this to take place in early 2026?

Response to Question 1:

Work on the draft Local Planning Policy is progressing, with two Elected Member workshops scheduled for April 2026 to work through key policy variables before a draft is finalised. Following those workshops, and once Elected Members are confident with the direction, the draft policy will be presented to Council for consent to advertise.

Question 2:

Additionally, can the Administration clarify whether the elected-member workshop will be a closed session, and what opportunities—if any—will be available for residents to contribute input following that workshop and prior to the policy being advertised for public comment?

Response to Question 2:

The Elected Member workshops will be held as part of the City's Elected Member Engagement Sessions, which are closed to the public. While there is no public input phase during the workshop process itself, the community will be given ample opportunity to provide their feedback on the draft policy when it's publicly advertised. This feedback will build on the community feedback from 2024.

Question 3:

Given that four previous EMES workshops have already been held to explore options and policy approaches for trees on private land, what confidence can residents have that the outcome of the upcoming workshop will lead to a stronger level of protection for mature trees on private land, noting that approximately 45% of the City's total canopy exists on private property?

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Response to Question 3:

The previous EMES workshops have helped establish a shared understanding of the key issues and the various approaches that the City could take, which are not limited to the use of a local planning policy. The upcoming workshops are intended to refine these workshop outcomes into a coherent draft policy that Elected Members can confidently progress.

The pace of the process should not be taken as a reflection of the eventual level of protection; rather, it reflects the complexity of balancing tree retention with reasonable development.

Council's December 2025 resolution, supported by strong community feedback, provides clear direction that the policy must address the long-term management of tree canopy on private land, while still allowing a balanced and workable outcome.

Question 4:

Finally, given that by election night on 26 March 2026 it will have been 204 days—almost six and a half months—since the resignation of Cr Tomas Fitzgerald in the Palmyra–Melville–Willagee ward, how comfortable is Council with the level of representation provided to residents of Palmyra, Melville and Willagee during this extended period, and with the substantial community concern regarding under-representation and the approximate $80,000 cost of holding the extraordinary election, noting that legislation requires extraordinary by-elections to be held within four months of a resignation?

Response to Question 4:

Notwithstanding that the City of Melville district is divided into wards Elected Members represent the interests of electors, ratepayers and residents of the district as a whole and therefore there is adequate Elected Member representation for the City of Melville community.

Following the resignation of former councillor Fitzgerald, at the 16 September 2026 Ordinary Meeting of Council, the Council resolved to hold the extraordinary election to fill the vacancy in the Palmyra-Melville Willagee Ward on 26 March 2026. This resolution was based on advice from, and the approval of the Electoral Commissioner, in accordance with the requirements of the Local Government Act 1995.

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6.1.5 Mr D Morley, Willagee on behalf of Ms H Howard, Palmyra

Question 1:

Given the 260-odd-signature petition and the strong support from the Palmyra community, and also recognizing the work that Councillor Karen Wheatland has already done on this project, what's the likelihood of moving forward with redeveloping Geo Thompson Park in Palmyra and turning the old kindergarten into a community centre?

Response to Question 1:

As this question was received without notice, in accordance with the *City of Melville Local Government (Meeting Procedures) Local Law 2022* sections 6.8(1)(b) and 6.9(c) it will be taken on notice and a response provided in the Agenda for the Ordinary Meeting of Council to be held in April 2026.

6.2 Questions Received at the Meeting

6.2.1 Mr D Morley, Willagee

Question 1:

Are there any specific dates on that timeline at all?

Response to Question 1:

This question was taken on notice in accordance with sections 6.8(1)(b) and 6.9(c) of the *City of Melville Local Government (Meeting Procedures) Local Law 2022*. The question and response will be provided in the Agenda for the April 2026 Ordinary Meeting of Council.

6.3 Questions Taken on Notice at Previous Meeting

6.3.1 Mr D Morley, Willagee

These questions were taken on notice at the Ordinary Meeting of Council held on 17 February 2026 in accordance with section 6.8(1)(b) and 6.9(c) of the *City of Melville Local Government (Meeting Procedures) Local Law 2022*. The questions and responses are provided below.

Question 1:

Is there any intention of changing that policy in the near future back to the original that it used to be?

Response to Question 1:

Staff will be reviewing this matter to determine if any improvements can be made.

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Question 2:

Is there an intention from the City to appoint a liaison officer as detailed in the Urban Greening Strategy and Let's Grow Action Plan?

Response to Question 2:

Staff will maintain liaison through the Urban Forest Working Group as well as with other relevant stakeholders. This will be done utilising existing staff resources, and it is not intended to create a new position for this purpose.

6.3.2 Mr G Waugh, Bull Creek

This question was taken on notice at the Ordinary Meeting of Council held on 17 February 2026 in accordance with section 6.8(1)(b) and 6.9(c) of the *City of Melville Local Government (Meeting Procedures) Local Law 2022*. The question and response are provided below.

Preamble to Question 1:

Here is a ten year old picture of the Mayor presenting to an international dignitary in the memorial garden not mentioned in E26/87. This single example alone shows the inadequacy of the City's records and capability shortcomings in providing advice to Council.

Question 1:

What is influencing Councillors and Council's practice to determine against its community by functionally, excluding community from advisory and deliberation processes to persistently rubber stamp employment sustaining policy in visual obstruction to facilitating informed community merit based decision making?

Response to Question 1:

The statement that Council policy decisions disregard community interests, or that community impact is not a primary factor in Council's decision-making, is both inaccurate and unsupported. The community remains at the forefront and a key consideration in all policy development processes.

The City is committed to ensuring that its policies address a clearly identified issue in a proportionate and considered manner, remain relevant, and do not impose unnecessary burdens on external stakeholders or generate internal inefficiencies.

Generally, Council policies will establish principles to guide decision making. Where possible, the City will avoid the adoption of policies that establish categorical positions that limit the ability to take individual circumstances into consideration when making a decision.

Council's policies are intended to provide for the efficient and effective use of the City's resources and enable the City to make decisions based on the principles of equity, fairness, natural justice, transparency and accountability, as well as meeting statutory requirements.

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Council's policy development processes includes consideration of:

- the legislative and regulatory environment;
- the City's available resources;
- the need to provide strategic direction and guidance for decision-making;
- relevant statistical data;
- expert advice;
- community concerns and feedback; and
- impact on the community and district.

6.3.3 Mr S French, Ardross

This question was taken on notice at the Agenda Briefing Forum held on 10 February 2026 in accordance with section 6.8(1)(b) and 6.9(c) of the *City of Melville Local Government (Meeting Procedures) Local Law 2022*. The question and response are provided below.

Question 1:

Are you aware that the Department of Education has been documented to have consistently underestimated student numbers at the school over a significant number of years? And when you refer in your agenda briefing to discussion with the Department of Education planners and demographers, with the demographers are you referring to the ID property organisation who are based right next door in Collingwood, Melbourne and who today have on their website an article about how falling birth rates impact future demand for schools and services, and do you have confidence in those sources of information?

Response to Question 1:

The City is aware that school capacity is an ongoing concern. As part of the Local Planning Scheme 6 review, we rely on the Department of Education, as the responsible State agency, for data, forecasts and professional advice regarding school planning. Our engagement includes their planners and demographers, and we use any additional material they provide to help us understand likely future demand. Ultimately, the Department of Education is the decision-maker on school planning matters, and we use their advice to inform our own planning work and brief Elected Members accordingly.

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At 6:45pm the Presiding Member closed Public Question Time.

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7 AWARDS AND PRESENTATIONS

At 6:45pm, the Presiding Member advised the Council that the City has received the IPWEA Excellence In Environment & Sustainability Award and invited the Chief Executive Officer to introduce the award.

At 6:45pm, the Chief Executive Officer addressed the Council to introduce the award and acknowledge the staff involved.

At 6:47pm, Cr J Spanbroek left the meeting.

At 6:49pm, Cr K Wheatland congratulated Penny Tanner Hoath from the Murdoch University Melville Football Club on her achievement for being inducted into the WA Women's Hall of Fame and acknowledged her contributions towards women's sports.

At 6:49pm, Ms J Ahola left the meeting and did not return.

At 6:51pm, Cr J Spanbroek returned to the meeting.

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8 APPLICATIONS FOR NEW LEAVE OF ABSENCE

8.1 Leave of Absence - March 2026

COUNCIL RESOLUTION

At 6:52pm Cr C Yorke moved, seconded Cr S Hong

That the Council approve the requests for leave of absence from:

- **Councillor G Barber for dates in March, April, May and July 2026; and**
- **Cr G Panayotou for dates in April 2026; and**
- **Cr S Green for dates in July 2026; and**
- **Cr M Woodall for dates in June and July 2026; and**
- **Cr J Spanbroek for dates in May 2026.**

At 6:52pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

OFFICIAL

9 CONFIRMATION OF MINUTES

9.1 Ordinary Meeting Of The Council – 17 February 2026

COUNCIL RESOLUTION

At 6:52pm Cr K Wheatland moved, seconded Cr S Green

That the Minutes of the Ordinary Meeting of Council held on 17 February 2026 be confirmed as a true and accurate record.

At 6:52pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

9.2 Notes Of Agenda Briefing Forum – 10 March 2026

COUNCIL RESOLUTION

At 6:52pm Cr J Spanbroek moved, seconded Cr S Hong

That the Notes of the Agenda Briefing Forum held on 10 March 2026 be confirmed as a true and accurate record.

At 6:53pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

10 NEW BUSINESS OF AN URGENT NATURE

Nil.

11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

That the meeting may close to members of the public, if required, to allow for items with attachments deemed confidential in accordance with Section 5.23(c) of the *Local Government Act 1995* to be discussed behind closed doors.

At 6:53pm, the Presiding Member advised the Council that item C26/368 Update – Disposal 410 Canning Highway, Attadale had been identified as confidential. Additionally, item 15.2 - Notice of Rescission Motion - Item CD24/41 (17 March 2025) had been identified as containing a confidential attachment.

OFFICIAL

12 PETITIONS

Nil.

13 ADOPTION OF RECOMMENDATIONS EN BLOC

COUNCIL RESOLUTION

At 6:54pm Cr S Green moved, seconded Cr D Lim

That the recommendations for:

- **M26/69 WALGA - Electoral Reform Advocacy Position**
- **M26/71 Deferral - Petition, Community Input to Policy Development**
- **C26/365 Investment Statements for January 2026**
- **C26/366 Schedule of Accounts Paid for January 2026**
- **C26/367 Statements of Financial Activity for January 2026**
- **E26/91 Response to Notice of Motion - Bus Shelter Lighting**

be adopted en bloc.

At 6:54pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

14 REPORTS

14.1 Reports from Committees

Nil.

UNCONFIRMED

OFFICIAL

14.2 Reports of the Chief Executive Officer

Items Brought Forward

At 6:55pm, the Presiding Member brought forward item CD26/57 Adoption of the Community Safety Technology Roll-out Plan 2026-2031 & Other CCTV Related Matters for the convenience of those providing a deputation.

At 6:55pm, Mr T Fitzgerald gave a deputation which concluded at 7:09pm. At 7:17pm Mr T Fitzgerald returned to the Public Gallery.

At 7:01pm, Mr O Pugh left the meeting.

At 7:03pm, Mr O Pugh returned to the meeting.

CONFIRMED

CD26/57 Adoption of the Community Safety Technology Roll-out Plan 2026-2031 & Other CCTV Related Matters

File Number:	
Responsible Officer:	Director Community Development
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this item have a declarable interest in the matter.
Attachments:	1. PROPOSED - Community Safety Technology Plan 2026 - 2031 ⇩ 2. PROPOSED - Closed Circuit Television Policy and Code of Conduct ⇩ 3. WA Police and City of Melville CCTV sharing (vGRID) MOU ⇩ 4. Community Consultation Report - City CCTV Program ⇩ 5. Community Consultation Report - CCTV Home Rebate ⇩ 6. Alternative Motion with Notice 1 - Cr S Green ⇩ 7. Alternative Motion with Notice 2 - Cr G Barber ⇩ 8. Alternative Motion without Notice - Cr J Spanbroek ⇩ 9. Community Safety Grant Agreement ⇩ 10. Community Safety Grant Guidelines

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

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SUMMARY

- Council is asked to adopt the Community Safety Technology Roll-out Plan 2026 to 2031 to guide delivery of the City's CCTV and related community safety technology program.
- Consultation was undertaken from 6 November to 14 December 2025 across two streams (Roll-out Plan and Home CCTV Rebate Program), with 402 submissions received for the Roll-out Plan and 346 submissions received for the Home CCTV Rebate Program.
- Consultation results show high support for CCTV, including 74% indicating CCTV is important for community safety, and majority support for fixed and mobile CCTV.
- Council is asked to endorse participation arrangements with the Western Australia Police Force to share CCTV via technology system called vGRID under via a WALGA reviewed Memorandum of Understanding that has been accepted by approximately 19 other local governments.
- Council is asked to adopt a new Council CCTV Policy, changing from is currently an operational Policy, to a Council Policy, incorporating the community's feedback into transparent use of the CCTV network.

OFFICER RECOMMENDATION

That the Council:

1. **Endorses the commencement of a Home CCTV Rebate program as outlined within the Community Safety Technology Plan 2026-2031 from 1 July 2026, subject to future budget considerations; and**
2. **Adopts the Community Safety Technology Roll-out Plan 2026–2031; and**
3. **Adopts the Proposed CCTV Policy; and**
4. **Endorses the City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.**

Alternative Motion With Notice

At 7:18pm Cr S Green moved, seconded Cr K Wheatland

That the Council:

1. **Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject:**
   - **(a) to future budget considerations; and that the Fixed CCTV Roll Out Plan be implemented only where a target of 50% funding is secured through external grants.**
   - **(b) approval of a variation to the grant application, removing Applecross Jetty and the Riverside carparks from the grant funding application and replace them with Piney Lakes Winthrop, Wireless Hill in Ardross, Morris Buzzacott Reserve in Kardinya and Bill Ellson Park in Bateman.**

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2. **Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the following amendment to the rebate structure:**

   That the Home CCTV Rebate Program commence with a standard rebate of $200 for all eligible installations, with the higher rebate of $500 applying only to applicants who participate in the pilot program and agree to the associated data sharing arrangements once the pilot becomes operational.

3. **Adopts the Proposed CCTV Policy; and**

4. **The City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.**

Amendment

COUNCIL RESOLUTION

At 7:29pm Cr N Robins moved, seconded Cr S Hong

That the following words be deleted from:

- **point 1(a) of the alternative motion:**
  "to future budget considerations; and that the Fixed CCTV Roll Out Plan be implemented only where a target of 50% funding is secured through external grants."

  and replaced with:

  "to future budget considerations; and that spending for the Fixed CCTV Roll Out Plan be limited to $1.06M (the estimated cost of Phase I & II identified in the Roll Out Plan), inclusive of the $700k Commonwealth Grant, with additional spending subject to future consideration by council."
- **point 1(b) of the alternative motion *"Bill Ellson Reserve"* and replaced with *"Harry Buckley Park"***

At 7:39pm the Presiding Member declared the motion.

CARRIED (8/4)

Yes (8): Mayor Katy Mair, and Crs Nicole Robins, Clive Ross, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong and Scott Green

No (4): Crs Glynis Barber, Jennifer Spanbroek, George Panayotou and Crawford Yorke

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Substantive Motion As Amended

At 7:18pm Cr S Green moved, seconded Cr K Wheatland

That the Council:

1. **Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject:**
   - **(a) to future budget considerations; and that spending for the Fixed CCTV Roll Out Plan be limited to $1.06M (the estimated cost of Phase I & II identified in the Roll Out Plan), inclusive of the $700k Commonwealth Grant, with additional spending subject to future consideration by council.**
   - **(b) approval of a variation to the grant application, removing Applecross Jetty and the Riverside carparks from the grant funding application and replace them with Piney Lakes Winthrop, Wireless Hill in Ardross, Morris Buzzacott Reserve in Kardinya and Harry Buckley Park in Bateman.**
2. **Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the following amendment to the rebate structure:**

   That the Home CCTV Rebate Program commence with a standard rebate of $200 for all eligible installations, with the higher rebate of $500 applying only to applicants who participate in the pilot program and agree to the associated data sharing arrangements once the pilot becomes operational.
3. **Adopts the Proposed CCTV Policy; and**
4. **The City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.**

Amendment

At 7:44pm Cr M Woodall moved, seconded Cr J Spanbroek

That the motion is amended by removing the words *"$1.06M (the estimated cost of Phase I & II identified in the Roll Out Plan),"* from point 1a to read below:

1. ***Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject:***
   - ***(a) to future budget considerations; and that spending for the Fixed CCTV Roll Out Plan be limited to the $700k Commonwealth Grant, with additional spending subject to future consideration by council.***

At 7:49pm, Cr J Spanbroek left the meeting.

At 7:50pm, Cr J Spanbroek returned to the meeting.

At 7:51pm, the Presiding Member adjourned the meeting.

At 8:02pm, the Presiding Member resumed the meeting.

At 8:02pm, the Presiding Member ruled that the amendment was out of order and would not be considered in accordance with section 11.2(c) of the *City of Melville (Meeting Procedures) Local Law 2022*.

UNCONFIRMED

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COUNCIL RESOLUTION

At 8:03pm Cr M Woodall moved, seconded Cr J Spanbroek

That the ruling of the Presiding Member be disagreed with.

At 8:06pm the Presiding Member declared the motion.

LOST (5/7)

Yes (5): Crs Glynis Barber, Clive Ross, Jennifer Spanbroek, Matthew Woodall and Crawford Yorke

No (7): Mayor Katy Mair, and Crs Nicole Robins, Karen Wheatland, Daniel Lim, Soo Hong, Scott Green and George Panayotou

Substantive Motion As Amended

At 7:18pm Cr S Green moved, seconded Cr K Wheatland

That the Council:

1. **Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject:**
   - **(a) to future budget considerations; and that spending for the Fixed CCTV Roll Out Plan be limited to $1.06M (the estimated cost of Phase I & II identified in the Roll Out Plan), inclusive of the $700k Commonwealth Grant, with additional spending subject to future consideration by council.**
   - **(b) approval of a variation to the grant application, removing Applecross Jetty and the Riverside carparks from the grant funding application and replace them with Piney Lakes Winthrop, Wireless Hill in Ardross, Morris Buzzacott Reserve in Kardinya and Harry Buckley Park in Bateman.**
2. **Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the following amendment to the rebate structure:**

   That the Home CCTV Rebate Program commence with a standard rebate of $200 for all eligible installations, with the higher rebate of $500 applying only to applicants who participate in the pilot program and agree to the associated data sharing arrangements once the pilot becomes operational.
3. **Adopts the Proposed CCTV Policy; and**
4. **The City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.**

At 8:16pm, Mr M Yildiz left the meeting.

At 8:21pm, Mr M Yildiz returned to the meeting.

UNCONFIRMED

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Amendment

At 8:23pm Cr M Woodall moved

That the motion be amended to read:

1. ***Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject to future budget considerations.***
2. ***That spending for the Fixed CCTV Roll Out Plan be limited to $1.06m (the estimated cost of Phase I and II identified in the Roll out plan), incluslive of the $700k Commonwealth granted, and approval of a variation to the grant application, removing Applecross Jetty and the Riverside carparks from the grant funding application and replace them with Piney Lakes Winthrop, Wireless Hill in Ardross, Morris Buzzacott Reserve in Kardinya and Bill Ellson Park in Bateman.***
3. ***Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the following amendment to the rebate structure:***

   That the Home CCTV Rebate Program commence with a standard rebate of $200 for all eligible installations, with the higher rebate of $500 applying only to applicants who participate in the pilot program and agree to the associated data sharing arrangements once the pilot becomes operational.
4. ***Adopts the Proposed CCTV Policy; and***
5. ***The City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.***

At 8:26pm, the Presiding Member adjourned the meeting.

At 8:33pm, the Presiding Member resumed the meeting.

UNCONFIRMED

OFFICIAL

Amendment

At 8:35pm Cr M Woodall moved, seconded Cr C Yorke

That the motion be amended to read:

1. ***Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject to future budget considerations.***
2. ***That spending for the Fixed CCTV Roll Out Plan be limited to $1.06m (the estimated cost of Phase I and II identified in the Roll out plan), inclusive of the $700k Commonwealth granted, and approval of a variation to the grant application, removing Applecross Jetty and the Riverside carparks from the grant funding application and replace them with Piney Lakes Winthrop, Wireless Hill in Ardross, Morris Buzzacott Reserve in Kardinya and Bill Ellson Park in Bateman.***
3. ***Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the following amendment to the rebate structure:***

   That the Home CCTV Rebate Program commence with a standard rebate of $200 for all eligible installations, with the higher rebate of $500 applying only to applicants who participate in the pilot program and agree to the associated data sharing arrangements once the pilot becomes operational.
4. ***Adopts the Proposed CCTV Policy; and***
5. ***The City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.***

At 8:40pm, Cr G Barber left the meeting.

At 8:40pm, Cr C Barber returned to the meeting.

Procedural Motion

COUNCIL RESOLUTION

At 8:52pm Cr G Barber moved, seconded Cr J Spanbroek

That the motion be deferred to the May 2026 Ordinary Meeting of Council.

At 8:55pm the Presiding Member declared the motion.

CARRIED (7/6)

The vote being EQUAL the Chair exercised their Casting Vote in FAVOUR of the Motion

Yes (6): Mayor Katy Mair, and Crs Glynis Barber, Clive Ross, Jennifer Spanbroek, Matthew Woodall and George Panayotou

No (6): Crs Nicole Robins, Karen Wheatland, Daniel Lim, Soo Hong, Scott Green and Crawford Yorke

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At the time of the deferral, Cr Woodall as the mover, had spoken to the amendment and Cr Yorke as the seconder had spoken to the motion .

At 9:48pm, Cr Robins submitted a rescission motion to the resolution to defer the consideration of Item CD26/57 Adoption of the Community Safety Technology Roll-out Plan 2026-2031 and Other CCTV Related Matters. The motion to revoke the motion was supported by Councillors Lim, Hong, Green and Wheatland indicated support for the resolution as required by clause 15.2 (3)(c) of the *City of Melville Local Government (Meeting Procedures) Local Law 2022.*

The Rescission motion was carried by Absolute Majority (see page 139) and the debate on this item resumed.

Amendment

COUNCIL RESOLUTION

At 8:35pm Cr M Woodall moved, seconded Cr C Yorke

That the motion be amended to read:

1. ***Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject to future budget considerations.***
2. ***That spending for the Fixed CCTV Roll Out Plan be limited to $1.06m (the estimated cost of Phase I and II identified in the Roll out plan), inclusive of the $700k Commonwealth granted, and approval of a variation to the grant application, removing Applecross Jetty and the Riverside carparks from the grant funding application and replace them with Piney Lakes Winthrop, Wireless Hill in Ardross, Morris Buzzacott Reserve in Kardinya and Bill Ellson Park in Bateman.***
3. ***Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the following amendment to the rebate structure:***

   That the Home CCTV Rebate Program commence with a standard rebate of $200 for all eligible installations, with the higher rebate of $500 applying only to applicants who participate in the pilot program and agree to the associated data sharing arrangements once the pilot becomes operational.
4. ***Adopts the Proposed CCTV Policy; and***
5. ***The City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.***

At 9:58pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

At 9:58pm, the Presiding Member consented to vote on the points separately so that points 1 and 2 are considered together, 3 & 4 are considered together, and 5 is considered separately.

UNCONFIRMED

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Substantive Motion As Amended

COUNCIL RESOLUTION (CD26/57)

At 7:18pm Cr S Green moved, seconded Cr K Wheatland

That the Council:

1. **Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject to future budget considerations.**
2. **Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the following amendment to the rebate structure:**

   That the Home CCTV Rebate Program commence with a standard rebate of $200 for all eligible installations, with the higher rebate of $500 applying only to applicants who participate in the pilot program and agree to the associated data sharing arrangements once the pilot becomes operational

At 10:04pm the Presiding Member declared the motion.

CARRIED (7/6)

The vote being EQUAL the Chair exercised their Casting Vote in FAVOUR of the Motion.

Yes (6): Mayor Katy Mair, and Crs Nicole Robins, Karen Wheatland, Daniel Lim, Soo Hong and Scott Green

No (6): Crs Glynis Barber, Clive Ross, Jennifer Spanbroek, Matthew Woodall, George Panayotou and Crawford Yorke

Substantive Motion As Amended

COUNCIL RESOLUTION (CD26/57)

At 7:18pm Cr S Green moved, seconded Cr K Wheatland

3. **That spending for the Fixed CCTV Roll Out Plan be limited to $1.06m (the estimated cost of Phase I and II identified in the Roll out plan), inclusive of the $700k Commonwealth granted, and approval of a variation to the grant application, removing Applecross Jetty and the Riverside carparks from the grant funding application and replace them with Piney Lakes Winthrop, Wireless Hill in Ardross, Morris Buzzacott Reserve in Kardinya and Harry Buckley Park in Bateman.**
4. **Adopts the Proposed CCTV Policy; and**

At 10:05pm the Presiding Member declared the motion.

CARRIED (7/6)

The vote being EQUAL the Chair exercised their Casting Vote in FAVOUR of the Motion.

Yes (6): Mayor Katy Mair, and Crs Nicole Robins, Karen Wheatland, Daniel Lim, Soo Hong and Scott Green

No (6): Crs Glynis Barber, Clive Ross, Jennifer Spanbroek, Matthew Woodall, George Panayotou and Crawford Yorke

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Substantive Motion As Amended

COUNCIL RESOLUTION (CD26/57)

At 7:18pm Cr S Green moved, seconded Cr K Wheatland

5. the City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.

At 10:06pm the Presiding Member declared the motion.

CARRIED (7/5)

Yes (7): Mayor Katy Mair, and Crs Glynis Barber, Nicole Robins, Karen Wheatland, Daniel Lim, Soo Hong and Scott Green

No (5): Crs Clive Ross, Jennifer Spanbroek, Matthew Woodall, George Panayotou and Crawford Yorke

At 10:07pm, Cr K Wheatland electronically disconnected from the meeting.

PURPOSE

To seek Council adoption of the Community Safety Technology Roll-out Plan 2026–2031 and endorse associated CCTV related matters, including information sharing arrangements with WA Police in relation to vGRID, as described in the attached documents.

STRATEGIC ALIGNMENT

Outcome	1	Healthy, safe and inclusive communities with a sense of belonging and wellbeing.
Objective	1	Healthy, Safe and Inclusive
	1.3	Improve community safety and security.

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BACKGROUND

The Community Safety Technology Roll-out Plan 2026 - 2031 and the proposed Home CCTV Rebate Program respond to, and implement prior Council direction provided through two Notice of Motion resolutions at the Ordinary Meeting of Council (OMC) held on 15 August 2023:

> **That the Council:**
>
> ***1. Notes the 2023-2027 Safer Melville Plan and the goals and actions identified therein, as***
> ***endorsed by the Safer Melville Advisory Committee in March 2023; and***
> ***2. Requests that the Chief Executive Officer investigate:***
> ***(a) Increasing the City's budget for new/improved lighting in streets, parks and public accessways for the purpose of community safety and crime prevention; and***
> ***(b) The size and scope of the City's Community Safety Service, including options for improving the service; and***
> ***(c) Opportunities for additional mobile or fixed CCTV, and the financial implications of doing so; and***
> ***3. Requests that a presentation on these matters is presented to an Elected Member Engagement Session and included in discussions on the Long-Term Financial Plan, prior to a report being prepared for the December meeting of Council.***

Additionally, at the OMC held on 18 June 2024:

> **That the Council:**
>
> ***Directs the CEO to prepare a report for the November Ordinary Meeting of Council outlining the feasibility of rolling out a CCTV rebate program for residents, similar to that being delivered by other local governments. This program would allow residents to obtain a rebate, or partial rebate, for the cost of installing CCTV equipment on their property. The report should include options for how such a program could be delivered, including the costings and administrative burden of each option. Two options considered should be a rebate program only made available to holders of a WA Seniors Card, and perhaps made available only to those who have obtained the WA Government's Safety and Security Rebate.***

In response to this direction, the City has developed the proposed Community Safety Technology Roll-out Plan 2026 - 2031 to provide a structured, staged approach to CCTV and related community safety technology initiatives. The Plan is intended to guide prioritisation and forward planning over the life of the program, while supporting annual budget deliberations and implementation sequencing to ensure any roll-out can be amended to reflect budgetary constraints that may arise.

Consistent with Council's direction to test feasibility and community appetite for a rebate program, the City also developed Home CCTV Rebate Program concepts within the Plan, including consideration of eligibility criteria for applicants.

To inform the final version of the Plan and associated CCTV matters, the City undertook community consultation between 6 November and 14 December 2025 on the draft Community Safety Technology Roll-out Plan 2026-20231, the proposed Home CCTV Rebate Program, and CCTV policy and governance expectations. Consultation was delivered through two distinct streams (the Plan and the Rebate Program) as decided by Council and is documented in the supporting consultation reports.

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CONSIDERATION

Public space CCTV roll-out plan (fixed CCTV and mobile CCTV)

The Plan includes investment in fixed CCTV installations and a mobile CCTV fleet to support both long-term safety infrastructure and responsive, short-term deployment. Fixed CCTV is proposed as a staged roll-out across 22 public locations. Mobile CCTV is proposed as a redeployable capability to address temporary needs, emerging issues and location-specific risks.

Consultation findings indicate strong community interest in improving safety through CCTV. Nearly 74% of respondents rated improving safety using CCTV as “somewhat” or “very” important. The consultation report also notes that this does not equate to unconditional support, with written feedback raising concerns about privacy, effectiveness, proportionality and implementation.

Support for CCTV in public spaces was approximately 71% “somewhat” or “very” supportive. Opposition was primarily linked to concerns about surveillance, data use, AI, cost and the strength of controls to stop misuse.

The proposed locations were developed using a combination of public space usage patterns, the nature of each site as a destination for residents and visitors, and local operational intelligence, including crime-related information and response activity by WA Police, MelSafe and the former Community Safety Service.

Across the 22 locations, recorded support levels were broadly consistent, ranging between 53% and 67% for each site. Consultation analysis indicates that dissatisfaction levels were similarly consistent across locations. This suggests that opposition is generally driven by views about CCTV in principle, rather than objections to individual locations. This reinforces that governance settings, transparency and ongoing review mechanisms are likely to be more influential on community confidence than changes to the location list alone.

Home CCTV Rebate Program

The Home CCTV Rebate Program was consulted on separately, consistent with the April 2025 Council decision. Consultation outcomes show strong support for the City offering a rebate to residents who install CCTV at their property. Supportive responses were 82.3% (somewhat and very supportive) and 72.92% of respondents were “very supportive”.

Consultation tested three rebate model options. Support increased where governance and oversight were higher. Option 2 (managed rebate with minimal technical standards to meet) received 76.7% (somewhat and very) supportive responses. Option 3 (managed rebate with an optional pilot program) received 71.9% (somewhat and very) supportive responses. Option 1 (unmanaged rebate) received 58.9% (somewhat and very) supportive responses.

Subject to Council approving and funding the rebate, the program will be operationalised by officers through:

A. establishing grant conditions aligned to the managed rebate option in the Community Safety Technology Roll-out Plan 2026 - 2031
B. developing minimum camera specifications and eligibility requirements
C. implementing a verification process to confirm cameras are installed in a way that monitors relevant public space interfaces and meets the minimum performance expectations prior to a rebate payment being made.

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These requirements will be incorporated into a grant application process published on the City's website and available in paper form upon request.

Consultation also tested interest in a pilot model involving limited real-time alerts shared with the City's Community Safety Service - MelSafe. Supportive responses were 59.7%, neutral or unsure 22.3%. and unsupportive 18.0%. The consultation report notes that the neutral group suggests clearer detail on scope, safeguards and participation requirements may influence uptake. The Plan has been amended to defer the pilot project until existing resources become available. This deferral supports delivery focus on the multi-year fixed CCTV roll-out and associated work.

The proposed level of funding attracted majority support through the consultation. The consultation material, however, included an error (page 9 of the Community Consultation Report – Home CCTV Reba) in the long-term funding presentation, which cited $230,000 as a single year amount. This amount was presented in a way that incorrectly treated it as a single-year cost, without recognising that it covers multiple years and includes administration costs as well as rebate payments. On that basis, the intended long-term funding profile is approximately $25,000 per year, subject to annual budget adoption.

Rebate amount and Future Pilot Project

The proposed rebate amount will remain at $500 under the managed rebate model until the home monitoring pilot program commences. When the pilot program commences, the intended model is:

- $500 rebate for participants in the pilot program, and
- $200 rebate for applicants who do not participate in the pilot program,

Noting that the pilot program is deferred to later years of the Plan due to resourcing and implementation sequencing.

Rebate administration and resourcing

Implementing a managed rebate within the Community Safety service will require prioritisation of staff time for application processing, customer contact and checks to ensure the physical works completed comply with the rebate conditions. Based on the program being capped by the available budget (for example, approximately 100 applications per year), no additional FTE is anticipated. Staff time attributable to this program is estimated at $30,000 per year and will be managed within existing resources.

Resource modelling was undertaken to test the operational effort required to administer the proposed program and to identify efficient work practices before implementation. This modelling included benchmarking with nine (9) other local governments to understand typical processing volumes, verification approaches, customer contact effort, and the controls used to manage demand within a capped budget. The outcomes informed the proposed staged rollout and the recommendation that administration can be managed within existing resources, provided the program remains capped and supported by clear eligibility criteria, standardised specifications, and a consistent assessment and verification process. Table 1 below outlines the resource effort by the nine (9) reviewed local governments.

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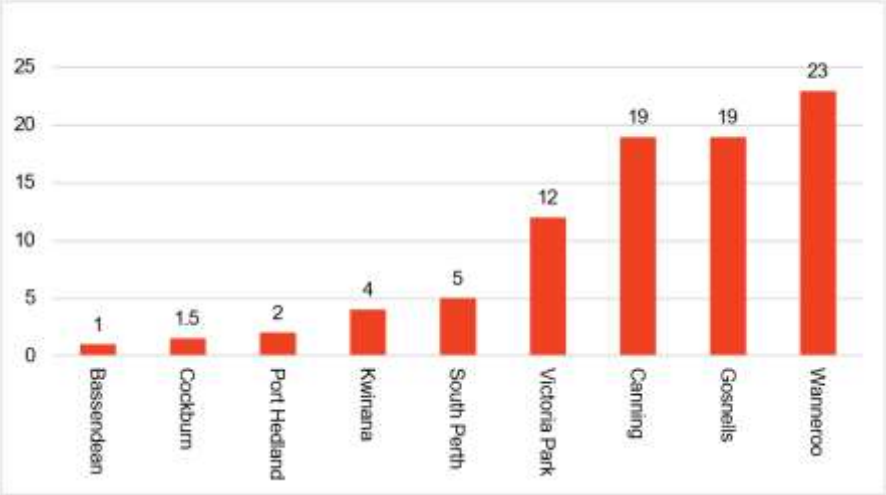
Table 1: Administrative time by comparable rebates

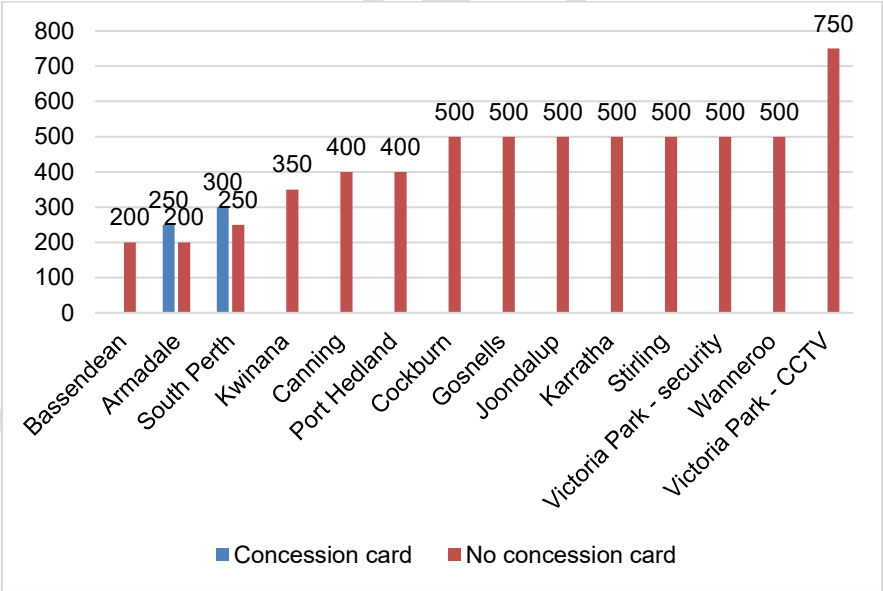


Hours per week spent administering home CCTV rebates

Local government comparisons and budget context

Rebate amounts and program criteria vary across local governments. Table 2 summarises comparable CCTV rebate amounts. The City's proposed rebate amount ($500) is intended to be consistent with other local governments offering a managed CCTV rebate.

Table 2: Rebates provided by other local governments



The City is recommending an initial budget of $25,000 for the Home CCTV Rebate Program (commencing FY 27), with consideration of a further $25,000 through the FY 27 mid-year review process. The intent of this staging is to support an initial, targeted rollout that prioritises vulnerable community members before broader promotion is undertaken.

On the basis of a proposed $500 rebate, an initial allocation of $25,000 would support up to 50 rebates. If a further $25,000 is approved at mid-year review, up to 100 residents could be supported in that year.

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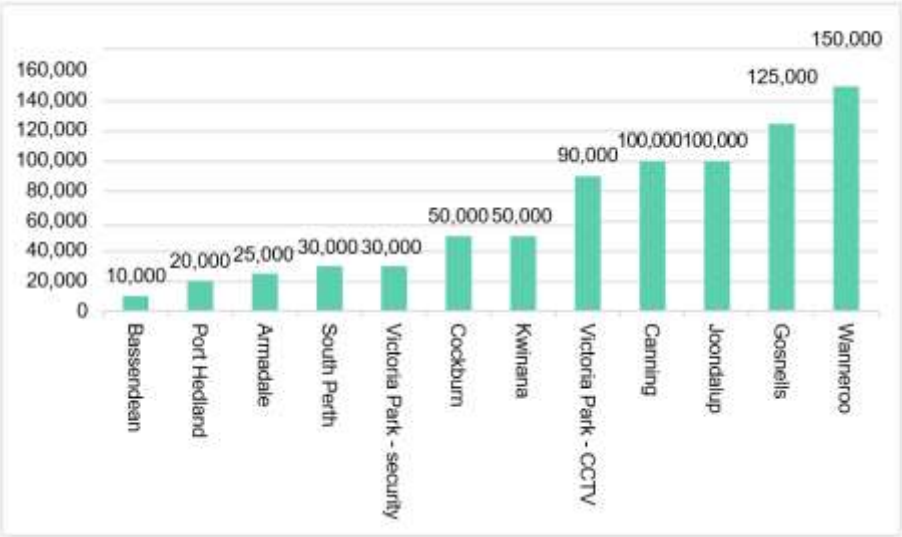
The proposed staged approach is intended to support an approach where the rebate is positioned as a targeted community safety measure, aligned to priority need, rather than a first-come first-served grant administered solely until funds are exhausted.

Table 3 (below) provides a high-level comparison of publicly stated funding levels and program scale in other local governments.

Table 3: Budget Comparison with other Local Governments



The proposed number of rebates and overall program budget for City of Melville is intentionally conservative when compared with the scale of comparable programs delivered by other metropolitan local governments. This staging is designed to manage demand, maintain appropriate governance and verification, and allow the City to prioritise support to those residents most in need.

For context, the City has reviewed publicly reported activity from comparable programs. For example, the City of Cockburn's Monthly Financial Statement show on average 8 paid applications each month for the last three months. This suggests that, once a program is established and actively promoted, monthly demand can increase quickly and place immediate pressure on the available annual allocation.

Unlike other local governments the City's program will be communicated as a targeted community safety support measure aligned to local needs and delivered within a capped annual allocation. It is not intended to operate as an open-ended entitlement. This approach is intended to manage community expectations, moderate demand to a level the City can administer well and preserve access for eligible residents who would benefit most.

CCTV Policy

Consultation feedback indicates strong community expectation that CCTV be supported by clear process and controls. The consultation report identifies consistent themes, including limits on data collection, defined retention periods, strict access controls, transparency measures (including publicly available information), regular review of settings, and clear pathways for complaints and concerns.

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The Plan proposes to update the City's CCTV policy to govern the use, management and access to CCTV footage, including documented procedures for requests from law enforcement. The Plan also proposes completing a privacy impact assessment, using Office of the Australian Information Commissioner guidance, prior to implementing new technologies. This is intended to ensure privacy risks are identified and mitigated early, and that any use of AI is clearly scoped, proportionate and supported by appropriate safeguards. Staff training is also identified as a control to support consistent compliance with the policy and procedures.

Given the expanded scope, risk profile and level of community interest, it is proposed that the CCTV Policy be elevated from an operational policy to a Council endorsed policy. A revised CCTV Policy is attached for Council's consideration.

vGRID (WA Police and CoM) Participation Arrangement

In 2025, the City was approached by the Western Australia Police Force to participate in an information sharing arrangement to provide access to live CCTV footage in real time. Due to the size and disparate nature of the City's CCTV environment at that time, it was agreed that the arrangement would be revisited once the MelSafe transition was completed and the CCTV network architecture had been consolidated.

vGRID is a WA Police platform used to facilitate secure access to participating organisations' CCTV feeds for operational policing purposes. WA Police have advised that vGRID is in place across approximately 19 local governments in Western Australia.

Since re-engagement by WA Police in late 2025, senior staff and Elected Members have attended WA Police briefings and observed live operational examples of how vGRID is used to support response coordination and situational awareness.

If the City enters into the WALGA reviewed Memorandum of Understanding with WA Police, the arrangement would involve installation of a gateway device within the City's CCTV network environment (funded by WA Police, as outlined in the MOU). The gateway would enable secure access by WA Police to nominated City-owned CCTV feeds hosted on the City's network.

Key operational and governance features outlined in the MOU include:

- Access is limited to City-owned CCTV feeds connected to the City's CCTV network. It does not provide access to private CCTV systems or shopping centre networks that are not integrated with the City's network.
- WA Police access is to live footage only, with no playback functionality through the gateway.
- WA Police are responsible for maintenance of the gateway device during warranty and for ongoing maintenance, repair, decommissioning, or replacement, as set out in the MOU.
- Access requires individual user log-in, and use must be for legitimate policing purposes in accordance with WA Police internal controls and the MOU conditions.
- Access activity is auditable. The City's intent is that access logs and governance requirements are aligned with the City's CCTV Policy and internal procedures.

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Unauthorised access and use of restricted-access computer system (such as vGrid) by Police staff is an offence under section 440A of the Criminal Code Act Compilation Act 1913, which could carry a penalty over $5,000, to imprisonment for 10 years for unlawful access. This provides an additional deterrent and accountability mechanism for misuse, alongside WA Police disciplinary and operational controls.

Based on the information provided by WA Police and the proposed safeguards within the WALGA reviewed MOU framework, officers recommend that Council endorse the MOU.

Risk Assessment

The following risks have been identified for the CCTV and community safety technology program. The table outlines key controls and the expected residual risk rating after controls are implemented through the Plan and the updated CCTV Policy.

Risk	Inherent risk rating	Key controls and mitigations	Residual risk rating (after controls)
Privacy concerns and perceived "surveillance overreach"	Medium	The proposed CCTV Policy provides clear use and explicit exclusions for the use of the camera system. Signs at CCTV locations will be installed aligning with industry practice. The City has a clear complaints pathway and periodic public reporting.	Low
Data security or cyber breach resulting in unauthorised access to CCTV footage	High	Role-based access and least privilege and multi-factor authentication where available. Audit logs reviewed periodically. Vendor security assurance and secure configuration will be prioritized. ICT incident response and breach management procedures applied to CCTV systems.	Low
Whole of life cost escalation where ongoing operating costs (licensing, storage, maintenance) increase beyond initial estimates	Medium	Whole of life costing and forward estimates. Staged rollout linked to annual budget adoption. Apply grant funding to reduce pressure on municipal funding where possible.	Low
Operational workload growth (footage requests, investigations, community expectations of response) exceeds available capacity	Medium	Define service levels and response expectations within the MelSafe Service Plan and operating procedures. Use vGRID participation arrangements to support efficient law enforcement access protocols where adopted.	Low

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Key performance indicators

The Plan is supported by an operational KPI framework that will be used to monitor delivery, community outcomes and value for money across the life of the program. The KPI framework has been intentionally kept separate from the Plan document at this stage.

This approach is recommended because KPI ownership, reporting frequency, escalation thresholds and performance are operational matters that are managed through the City's internal performance and service planning processes. Keeping KPIs in a separate schedule avoid embedding operational metrics in a strategic plan where they would require formal plan amendments each time the City adjusts monitoring methods or targets.

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If Council adopts the Plan, the KPI framework will be finalised as an operational schedule to support implementation and ongoing reporting, including any KPIs that are specific to the fixed CCTV roll-out, Home CCTV Rebate Program and any future pilot components.

ENGAGEMENT

Consultation was undertaken from 6 November to 14 December 2025.

Engagement was delivered through two consultation streams, consistent with the April 2025 Council decision to consult separately on the draft Community Safety Technology Roll-out Plan and the proposed Home CCTV Rebate Program. The consultation was implemented using a coordinated, multi-channel approach documented in the attached consultation reports. This included a dedicated project page, targeted letters and emails to residents near proposed CCTV locations, a random household email sample, City eNews, social media, an explainer video, newspaper advertising, and face-to-face engagement at community events.

The engagement approach aligned with the intent of the IAP2 Spectrum by combining broad information and awareness raising with structured opportunities for community input. Consultation materials were designed to explain what was proposed, where CCTV may be installed, how mobile CCTV may be used, and the governance and privacy settings being considered. Feedback was captured through surveys, written submissions and recorded discussions.

The consultation reports record the following reach metrics across the combined communications approach:

- Dedicated Melville Talks project page: 6,048 visits, with 117 direct notifications to page followers
- Random sample email: 4,659 households
- Targeted notifications near proposed CCTV locations: 1,900 emails and 3,353 letters
- Targeted emails to four local schools near proposed CCTV locations
- Community group outreach: 262 emails to groups with an interest in public open space and community safety
- City eNews features: combined reach of 39,825
- Targeted social media campaign: reached 17,318 users
- Explainer animated video: 1,982 views
- Newspaper advertising: 54,000 distribution

Information stalls and face-to-face conversations were undertaken at community events, supported by posters and A1 corflute signage at proposed locations. These in-person activities were intended to improve accessibility, support informed participation, and provide an opportunity for residents to ask questions about scope, locations and safeguards.

Consultation findings, across both streams, indicate that community safety is strongly valued. Support for CCTV and related technology. Further information on the consultation findings is attached to this report.

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SUSTAINABILITY IMPLICATIONS

The Community Safety Technology Roll-out Plan 2026 - 2031 is primarily a community safety initiative. It has limited direct environmental impacts. The main sustainability implications are social sustainability outcomes, supported by targeted operational controls to minimise environmental impacts over the life of the program.

Social sustainability

Positive impacts

- Perceived safety and amenity: CCTV and supporting technology can improve perceptions of safety in public places, particularly in higher-use locations and at night, supporting participation in community life and activation of public spaces
- Prevention and harm reduction: When combined with patrol response, lighting and environmental design, CCTV can support earlier intervention, deter antisocial behaviour and vandalism, and improve post-incident investigation, which can reduce harm to people and public assets
- Equity of access to safety measures: The Home CCTV Rebate Program has the potential to reduce financial barriers for households that may not otherwise be able to install CCTV, supporting an equitable approach if eligibility and prioritisation settings are applied consistently
- Trust and accountability through governance: The proposed CCTV Policy provides transparent measures and audit controls support community expectations and can strengthen public trust if implemented clearly and consistently

Potential negative impacts and mitigations

- Privacy and surveillance concerns: Increased CCTV coverage can reduce perceived privacy. Mitigation is through a clear purpose statement, defined limits, access controls, retention rules, public transparency measures, complaint pathways, and regular review as set out in the updated CCTV Policy
- Risk of over-reliance on technology: CCTV is not a standalone solution. The Plan is positioned as one element of a broader community safety approach alongside patrols, lighting and crime prevention through environmental design. Implementation should continue to use a layered approach and include performance monitoring
- Digital exclusion and access: Rebate programs may be less accessible to residents who are not digitally confident. Mitigation is through accessible application pathways, clear guidance, and assisted support through existing customer channels

Environmental sustainability

Potential impacts

- Energy consumption: Additional CCTV infrastructure increases electricity use over time. However, due to the overall size of the proposed network in the Plan, the overall electricity usage is negligible
- Equipment lifecycle and waste: Roll-out activities involve procurement and eventual replacement of cameras, network devices and storage equipment, creating e-waste at end of life

Mitigation and management measures

- Efficient technology selection: Procurement will prioritise energy-efficient equipment and right-sized infrastructure, including modern cameras and storage solutions that reduce power demand while meeting operational needs

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- Asset lifecycle planning: Decommissioning and replacement will be managed through the City's standard asset management practices, including secure disposal and recycling of e-waste through accredited providers
- Targeted deployment: Staging and targeted deployment reduces unnecessary infrastructure and supports proportional implementation based on demonstrated need
- Minimising physical impacts: Installation planning will avoid unnecessary disturbance to trees, parks and sensitive environments

Overall, the Plan is expected to deliver positive social sustainability outcome through improved community safety and amenity.

LEGISLATIVE AND POLICY ALIGNMENT

The Surveillance Devices Act 1998 (WA) is the relevant legal instrument that governs lawful use of surveillance devices in Western Australia. The Western Australia Police Force was provided the opportunity to comment on the proposed Community Safety Technology Roll-out Plan and, at the time of preparing this report, has not raised concerns regarding the proposed camera positioning and locations.

FINANCIAL IMPLICATIONS

Spend to date

Approximately $30,000 has been expended to date on staff time and advertising resources to develop and consult on the proposed Community Safety Technology Roll-out Plan 2026 - 2031. In addition, alongside recent security system upgrades at the City's Administration Building and Operations Centre, approximately $20,000 has been expended on preliminary software and network design to support future CCTV network expansion.

Future costs and staging

The Plan presents estimated costs and income sources across short-term, mid-term and long-term timeframes, rather than a year-by-year schedule in the material extracted for this report.

The Plan's estimated total program cost is $2,620,000, comprising:

- Mobile CCTV fleet
- CCTV network establishment (monitoring hardware and initial licensing)
- Fixed CCTV roll-out program
- Home CCTV rebate stream
- Community CCTV partnership pilot project

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Project	Short-Term	Mid-Term	Long-Term	Est. Project Cost
Mobile CCTV fleet	$60,000	$200,000	$100,000	$360,000
CCTV Network Establishment (monitoring hardware and initial licensing)	$70,000	-	-	$70,000
Fixed - CCTV Roll-Out Plan	$340,000	$720,000	$840,000	$1,900,000
CCTV Rebate	$50,000	$100,000	$100,000	$250,000
Community CCTV Partnership Pilot Project	-	$40,000	-	$40,000
Est. Totals:	$520,000	$1,060,000	$1,040,000	$2,620,000
Income sources	Short-Term	Mid-Term	Long-Term	
Municipal or Reserve Funds	*$110,000*	*$770,000*	*$1,040,000*	
Commonwealth Grant (income)	*$410,000*	*$290,000*	-	
Estimated Sub Totals	*$520,000*	*$1,060,000*	*$1,040,000*	
Est. Municipal or Reserve Funded Total				*$1,920,000*

The City has secured $700,000 in Commonwealth funding to support delivery of the program. This external funding materially improves the affordability and reduces reliance on municipal and reserve funding for the Plan's delivery. If the grant is applied to the fixed CCTV roll-out component, it would fund approximately 36% of that stream ($700,000 of $1,920,000). This reduces the demand on the municipal budget, supports staged implementation, and allows the City to progress priority locations sooner while maintaining other budgetary pressure.

The Plan's financial staging is intended to be pragmatic and adaptable. Implementation timeframes can be adjusted where:

- State and Commonwealth grant opportunities become available
- Council adopts a different annual budget position in a given year
- delivery sequencing needs to be extended to manage procurement capacity or market capacity.

This approach allows Council to adopt the Plan as the endorsed roadmap, while retaining the ability to make annual budget decisions that bring forward, defer, or re-sequence individual components without undermining the overall strategy.

Resourcing and live monitoring

Operationally, there is no request for additional staff associated with this report. The Plan does not propose continuous live monitoring of CCTV feeds. Viewing and review of footage will be undertaken as required using existing, suitably trained and qualified staff within current resource allocations. This approach aligns with the community expectation for strong governance and auditability while avoiding ongoing staffing growth as a prerequisite for delivery and use of the network.

Reserve and Security Surveillance levy considerations for future years

The City currently applies a property service charge that funds community safety patrol operations (now delivered through MelSafe) and has historically managed related surpluses and drawdowns through a dedicated Reserve.

As the technology program matures, the City can assess whether parts of the CCTV roll-out can be funded from the existing community safety related Reserve, where this is consistent with the Reserve's approved purpose and the City's long-term financial settings. This does not commit the

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City to using reserves now. It provided Council with the consideration as a potential future funding source and would be tested each year through the annual budget process.

Any consideration of using reserve funding would be subject to:

- the reserve purpose and any conditions attached to its use
- Council priorities and competing calls on the reserve
- the reserve balance and sustainability over the forward years
- the impact on the City's overall Long Term Financial Plan and budget position ensuring ongoing community safety service delivery expectations can continue to be met.

CONSEQUENCE

If Council does not adopt the Plan, the City will not have an endorsed roadmap to guide prioritisation, staging and funding planning for community safety technology initiatives, including public space CCTV, the Home CCTV Rebate Program, the CCTV Policy and the proposed vGRID participation arrangements. In practical terms, this would mean decisions are more likely to be made on an ad hoc basis, with less certainty about sequencing, standards and how outcomes will be measured and reported.

Not adopting the Plan would also reduce the City's ability to respond consistently to community expectations expressed through consultation. The consultation results show that support for CCTV is high. Without an adopted Plan, the City would have a weaker basis to communicate that we are listening and delivering on what our community sees as a priority.

From a delivery and financial perspective, the absence of an adopted Plan may delay procurement and project scheduling, reduce the City's readiness to coordinate with external partners (including WA Police arrangements), and limit the City's capacity to align future budgets and grant opportunities to a clear delivery pipeline. It may also create risk that external funding opportunities are delayed or not fully utilised if the City cannot demonstrate a clear, Council-endorsed approach and implementation pathway.

Accordingly, the options are:

Option A: Do not adopt the Plan (status quo)

The City would continue to progress CCTV and related initiatives only as discrete projects (and often reactionary) when funded and approved, without an overarching roadmap. This may delay delivery, reduce clarity to the community. It may also place the Commonwealth grant at risk.

Option B: Adopt the Plan and CCTV Policy

Council adopts the Plan and Policy as the endorsed roadmap and governance framework. Implementation proceeds in stages as set out in the Plan and remains subject to annual budget adoption. This approach provides a clear delivery pipeline, supports use of the Commonwealth grant to reduce pressure on the municipal budget, and enables Council to adjust timing or sequencing in future years while maintaining an agreed direction, standards and safeguards.

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BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026, the following questions or requests for further information were raised by Elected Members:

Question 1:

In relation to the federal funding grant that's been secured, could we have some more information as to what the terms of that grant are and what it relates to, and whether the long term plan for the fixed CCTV is a requirement of the grant?

Response to Question 1:

Details of the terms and conditions will be circulated, though my understanding is that the City submitted 11 fixed CCTV locations through its application, with the caveat that the locations and plans had not been endorsed by Council. It was on that basis that the funding was received.

Question 2:

Was there much input from the Federal Government or Federal Member regarding the locations of the fixed CCTV?

Response to Question 2:

No, there was no direct involvement from the Federal Member in terms of site selections, they came purely from the report that went to community consultation. All sites are within the Federal Member for Tangney's electoral boundaries.

Question 3:

Why is there a high concentration of CCTV cameras planned around riverside locations?

Response to Question 3:

The way the locations were determined was based around three community safety benefits. The first was improving community's sense of safety by providing a visible deterrent and supporting responsible behaviour, followed by enabling MelSafe officers to respond promptly to antisocial behaviour detected through live monitoring, and reducing the impact of crimes, accidents and emergencies. Finally, supporting City investigations and WAPOL inquiries by capturing real time events, timelines and actionable evidence.

Officers took an educated guess on what they thought Elected Members and the community would prioritise, and as a result phase one focused on the high use of public open spaces, which tend to be in the riverside areas. Officers also consider afterhours activity and locations with low passive surveillance around, along with reports of suspicious behaviour, graffiti, people having accidents, emergencies occurring in those areas as well as antisocial behaviour and crime.

Throughout the roll out and implementation, officers also consider the logical and efficient network expansion which includes our cabling routers, power availability and infrastructure sequencing to ensure the plan can be delivered in the most efficient manner possible.

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Question 4:

Is it normal procedure for officers to apply for grant funding prior to council resolution on items?

Response to Question 4:

The grant became available whilst the City was in the process of engaging Council and the community on the plan, and subsequently a grant submission was made and flagged very clearly that it was still pending Council decision. It was determined that this was the best course of action because there was significant funding available, and it would be more prudent to be successful in the grant funding application and then give the money back as opposed to having no grant at all to implement Council's final decision. This is a unique grant funding pool whereby it is untied and 100% funding, with no matching by the City.

Question 5:

Can the grant funding be repurposed for other community safety devices?

Response to Question 5:

This question was taken on notice and the response is now provided below:

The Strengthening Community Safety grant agreement and guidelines are attached (Attachments 9 & 10).

The grant was assessed and awarded based on the information provided in the City's original application, which included a draft CCTV Roll-out Plan centred on fixed-CCTV installations. Mobile CCTV was referenced in the original plan and remains consistent with the overall project intent; however, the approved funding relates specifically to the delivery of fixed-CCTV infrastructure.

If Council wished to replace fixed cameras with mobile CCTV, a formal project variation would be required. This process would need approval from the Department of Industry, Science and Resources and may also require Local Member and potentially Ministerial support and approval is not guaranteed. Furthermore, whilst the Community Safety Technology Roll-out Plan 2026–2031 includes both fixed CCTV and mobile CCTV trailers varying the grant to delivering only or more mobile CCTV trailers opposed to fixed CCTV is not recommended by Officers, as each serves a different purpose. Together they provide a flexible, layered community safety approach that is more effective than relying on a single technology type.

Fixed CCTV provides:

- Continuous, dependable monitoring of known risk areas (e.g. parks, town centres, transport hubs).
- More reliable, high-quality footage with fewer outages and stronger evidentiary value.
- Better long-term cost efficiency.
- Integration with broader CCTV networks (including MelSafe), building access systems, and secure infrastructure.
- Greater physical security, as cameras are mounted on existing poles or structures and are harder to vandalise or interfere with.

Mobile CCTV is valuable for:

- Short-term deployments.
- Temporary events and construction projects.
- Responding to emerging hotspots or seasonal issues.
- Areas without existing power or communications infrastructure.
- Testing and evaluating potential sites before considering permanent installation.

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While mobile units offer rapid deployment and high-visibility deterrence, they also face limitations such as susceptibility to vandalism or theft, reliance on less stable 4G/5G links, and reduced analytics capacity due to power constraints.

A mature CCTV network can reduce avoidable reactive patrol and repeat attendance at known locations which mobile CCTV cannot provide. A conservative planning assumption is that improved visibility and monitoring capability may reduce reactive patrol demand by approximately fifteen percent, which equates to an estimated operational value of approximately $180,000 per year in officer time that can be redirected to proactive patrol and higher value operational activity.

Question 6:

What was the catalyst for the number of planned sites to balloon out to more than twenty sites in the plan?

Response to Question 6:

The plan was devised quite some time ago, this was the plan that went to community consultation. In the meantime, the grant became available for $700,000, so the first phases of the plan we were engaged with were selected.

Question 7:

Would it be open to Council to proceed with the fixed CCTV locations identified as per the grant funding so the funding is expended, and then to reassess further locations once the initial ones have been reviewed and in place for some period of time?

Question 8:

Is it a requirement to approve the whole long-term plan now or can we spend the federal grant money and then assess how effective those fixed CCTV cameras are, and subsequently make decisions as to future implementation?

Response to Questions 7 & 8:

Yes, the funding is not contingent on future roll out of the plan, so Council can certainly endorse an expenditure and roll out in line with the grant only at this stage. We can then produce a report based on the success of the program with decision gates if Council wishes to proceed.

We were clear with the grant funding that this was subject to Council endorsement, but if Council does want to adjust the locations that were submitted for the $700,000 grant we are confident that, as long as they are still within the Federal Member for Tangney's electorate, we would get support for those changes.

Question 9:

With regard to the proposed home rebate, how will that be administered and how are decisions made by officers around where the priority is or who has the greatest need?

Response to Question 9:

Officers have been developing set criteria around the locations of home CCTV that will provide the best impact for the pilot, and that would be the basis for assessment. The way we would run the grant round would be to open it for a certain amount of time and advertise it widely with the conditions and criteria being well established and communicated. Once all applications have been received they would be graded and put into priority order based on how they scored against the criteria. Those which score the highest up to the cap that Council endorses as the limit they want to fund would be selected and offered funding.

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Question 10:

Do you mean criteria will be largely linked to the pilot program, and if so how much will it differ between now and when the pilot program is rolled out?

Response to Question 10:

There would be criteria for both. At this stage the pilot program is an opt-in for a future pilot program, so we would utilise additional criteria for that particular program's fit, but there would still be non-pilot program submissions.

Question 11:

When you consider the planned asset renewal provision, can you provide some information on how this will be planned, and also the costs associated with it without taking into account the actual replacement or renewal costs of the equipment including the labour, commissioning allowance and other equipment to go with it, or even the server and technology?

Response to Question 11:

This question was taken on notice, and a response is provided below:

Asset renewal provision for the CCTV network has been considered as part of the broader Community Safety Technology Roll out Plan. This relates to the broad areas of camera maintenance and renewal, civil infrastructure renewal and Core ICT equipment.

Additional detail is below:

Camera Maintenance and Renewal

For planning purposes the City has adopted conservative asset management assumptions. Cameras and core ICT equipment typically have a warranty of approximately five years, with a practical operational life of between seven and ten years depending on environmental conditions and technology refresh cycles.

Minor operational maintenance has been factored into the planning model as the network grows. On the assumption that the rollout proceeds as proposed, indicative allowances for cleaning, minor repairs and low value component replacement. are estimated at $110,000 over five years (average of $27,500 per year). A nominal figure for vandalism or accidental damage where repair or replacement costs fall below the City's insurance excess has also been included in these costs at approximately $2,000 per annum.

Planned renewal of core equipment has also been considered. Using a conservative planning assumption that camera equipment is replaced approximately every eight years, the indicative renewal provision is approximately $105,350 over an 8 year cycle (average of $13,168 per year).

Core ICT Equipment

Recording servers and core network hardware have a similar lifecycle. The software licensing and system management platforms associated with the CCTV system will be managed through existing ICT operational budgets so these will be subject to normal technology refresh cycles. An allowance of approximately $17,000 per year has been included.

Civil Infrastructure Renewal

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Where possible, cameras will be mounted to existing civil infrastructure such as poles and structures that already form part of the City's asset base and asset management plan.

In locations where new poles or supporting infrastructure are required, these have already been factored into the planning assumptions contained within the Community Safety Technology Roll out Plan. The lifecycle and renewal considerations for those assets are therefore already incorporated into the asset planning approach outlined above, however on a per pole basis, the poles and mounts have an estimated life of 25 years with a replacement cost of approximately $6,300.

Question 12:

For five locations it is going to cost $740,000 and for 12 locations an additional $840,000. If this fixed location is adopted, are we committing to that extra $880,000?

Question 13:

What changes do we need to make to the proposed motion in order to ensure that we are only committing to spend the $700,000 in funding?

Response to Questions 12 & 13:

There are two business as usual functions that can assist Council in controlling the spending, the first of which being through the annual budgeting and planning process and not approving any additional expenditure on CCTV outside of the $700,000 grant. We are not proposing that Council invest any additional money from reserves or municipal funding for this program. The second way Council could do this is by putting in an additional alternative motion to clarify and cap that.

Question 14:

If the City installed CCTV for the 11 sites as a trial basis for 12 months, and if after this period of time the results were not adequate or as expected we removed the equipment, could this cost be factored into the $700,000 of grant funding, or would this be an additional cost?

Response to Question 14:

The 11 sites have been put forward for the $700,000, though when adding up those 11 sites the current budget comes in at over $700,000. These were preliminary figures based on information that was best known at the time, however when we go to tender we hope to have one contract which looks at all of the CCTV, getting us a better outcome in terms of what we can deliver for the $700,000; this tender would come back to Council.

We are not sure that it would be permissible for the Council to run this on a trial and then pull the equipment out after 12 months given that the Federal Government is paying for all of the equipment, but we will check the terms and conditions of the grant for clarification.

Question 15:

Can you provide some indication about what that criteria staff assess against might be?

Question 16:

Does the criteria relate to the applicants themselves, or has it got to do with the cameras and their placement?

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Response to Question 15 & 16:

These questions were taken on notice, and a response is now provided below:

The proposed criteria for the rebate program is as follows.

- The program would be available to residential properties located within the City of Melville.
- Applicants must be the property owner, an authorised agent, or a tenant with the property owner's signed consent.
- Applicants would complete a pre-eligibility form and provide valid quotes for the supply and installation of the CCTV system.
- The City would assess the submission and advise the applicant in writing whether eligibility has been accepted or rejected.

The proposed terms and conditions for the rebate program are:

1. The program is available to residential properties within the City only.
2. The applicant must be the owner, an authorised agent, or a tenant with owner consent.
3. The rebate applies to either a new CCTV system or an upgrade to an existing system, provided the upgraded system meets the minimum technical requirements.
4. CCTV must be supplied and installed by a registered business with a Security Agents Licence Number.
5. The CCTV system must be registered with the WAPOL Cam Map program.
6. The system must include a public facing field of view overlooking a road, footpath, verge or other relevant public area. Rear properties or properties with limited public field of view would not be eligible.
7. The public facing camera must meet the minimum technical requirements set out below.
8. The system must meet the Face Recognition (50 per cent) requirement of the Australia and New Zealand Police Recommendations for CCTV Systems Resolution Test Chart within 10 metres of the public facing camera.
9. Applicants must submit a statement from the installer confirming the technical specifications of the CCTV system.
10. Applicants must provide a 5 second video clip showing a person standing approximately 10 metres from the street facing camera.
11. Installation and submission of the final funding application must occur within two months of funding approval.
12. One application is permitted per property.
13. The operator of the CCTV system must agree to provide footage to WAPOL when requested.
14. The City reserves the right to cancel a rebate approval prior to allocating funding if the terms and conditions are not met.
15. The City will review applications against existing approved applications within the same street section.
16. The City provides no guarantee that funding will be available to all applicants.

The pilot rebate is proposed to operate under the same eligibility criteria and technical specifications as the standard program. Any distinction between a pilot and a standard rebate would relate to program scale, budget allocation, location targeting or staged implementation rather than different technical requirements or eligibility rules

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Question 17:

Regarding the riverside locations, I want to know if the cameras were proposed to be placed in popular locations on the river?

Response to Question 17:

The riverside locations are a combination of the very popular parks and car parks along the river, areas that we know are not necessarily big draw cards during the day but do attract people after hours in particular, and also areas that lack natural surveillance from shops, houses, clubrooms and changerooms being close by.

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Management Services

M26/69 WALGA - Electoral Reform Advocacy Position

File Number:	
Responsible Officer:	Director Legal, Governance & Risk
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. WALGA Draft Discussion Paper, Electoral Reform

COUNCIL'S ROLE

Advocacy: When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.

SUMMARY

- In October 2024 Council resolved advocacy positions with regard to proposed State Government Electoral Reform at the request of the Western Australia Local Government Association.
- WALGA is again providing an opportunity for Council's to submit resolved positions with regard to election frequency and voter participation by 27 March 2026. This information will be presented to State Council.

UNCONFIRMED

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (M26/69)

At 6:54pm Cr S Green moved, seconded Cr D Lim

That the Council request the Chief Executive Officer advise the Western Australian Local Government Association that it reaffirms the following advocacy positions for the City of Melville with respect to Local Government Elections:

1. **Participation – supports voluntary voting at Local Government elections;**
2. **Terms of Office – supports four year terms, with a two year spill;**
3. **Voting Methods – supports First Past the Post as the preferred voting method for general elections. If Optional Preferential Voting remains as the primary method of voting, the City supports the removal of the 'proportional' part of the voting method for general elections;**
4. **Internal Elections – supports First Past the Post voting for internal elections;**
5. **Voting Accessibility – supports postal, in-person and electronic method of voting; and**
6. **Methods of Election of Mayor – the current legislation with no change – Class 1 and 2 local governments Mayor or President elected by the electors, with regulations preventing a change in this method.**

At 6:54pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (12/0)

OFFICIAL

PURPOSE

The Western Australian Local Government Association (WALGA) is undertaking sector engagement regarding proposed State Government electoral reforms. This report presents the current matters being considered for a sector advocacy position and recommends that the Council reaffirm its position as resolved at the October 2024 Ordinary Meeting of Council.

STRATEGIC ALIGNMENT

Outcome	5	Leadership and good governance for the benefit of the whole community.
Objective	5	Good Governance and Leadership
	5.1	Provide transparent and accountable good governance.
	5.2	Ensure long term financial sustainability, strategic advocacy and partnerships, and diverse revenue streams.
	5.3	Ensure efficient and effective use of assets, resources and technology.
	5.4	Strengthen active citizen engagement, participation, and access to information.

BACKGROUND

In 2024 the Western Australian Local Government Association (WALGA) undertook a comprehensive review and analysis of local government election cycles and sought resolved sector advocacy positions on a range of Local Government Election matters. At its Ordinary Meeting of Council held 15 October 2024, the Council resolved:

> **"*That the Council request the Chief Executive Officer to advise the Western Australian Local Government Association of the following advocacy positions for the City of Melville with respect to Local Government Elections:***
>
> 1. ***Participation – supports voluntary voting at Local Government elections;***
> 2. ***Terms of Office – supports four year terms, with a two year spill;***
> 3. ***Voting Methods – supports First Past the Post as the preferred voting method for general elections. If Optional Preferential Voting remains as the primary method of voting, the City supports the removal of the 'proportional' part of the voting method for general elections;***
> 4. ***Internal Elections – supports First Past the Post voting for internal elections;***
> 5. ***Voting Accessibility – supports postal, in-person and electronic method of voting; and***
> 6. ***Methods of Election of Mayor – the current legislation with no change – Class 1 and 2 local governments Mayor or President elected by the electors, with regulations preventing a change in this method.*"**

CONSIDERATION

WALGA is requesting Council endorsed feedback to inform its advocacy position on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections.

UNCONFIRMED

OFFICIAL

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view. At that time Local Government responses indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position. While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents. State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

Election Frequency

Current situation Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four year terms).

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements
- Extraordinary vacancies and backfilling
- Timing and transitional arrangements

WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included the WALGA Draft Discussion Paper attached to this report.

It is proposed that a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The Western Australian Electoral Commission uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count. Definitive cost modelling cannot be determined without cost-modelling information from the WAEC.

Compulsory or Voluntary Voting

Current situation Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

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A comparison of available participation data is included as Table 3 in Draft Discussion Paper attached.

Officers recommend that the Council reaffirms its resolved October 2024 advocacy position with regard to State Government electoral reform proposals.

WALGA have requested resolved feedback with regard to:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections.

By 4:00pm Friday 27 March 2026.

ENGAGEMENT

In October 2024 the Council considered the current and alternative Election Advocacy Positions proposed by WALGA and provided a series of Council resolved positions.

SUSTAINABILITY IMPLICATIONS

There are no direct sustainability implications associated with this report,

LEGISLATIVE AND POLICY ALIGNMENT

The Local Government Amendment Act 2023 introduced a range of electoral reforms, some of which were implemented for the 2023 Local Government Elections. Further reforms implemented for the 2025 Local Government Elections included state-wide Caretaker provisions and further reforms to the owner and occupier rolls.

FINANCIAL IMPLICATIONS

There are no immediate financial implications associated with this report. It is noted that local government elections are a significant cost biennially and require consideration in the City's budgeting processes.

CONSEQUENCE

The Council could deem not to resolve a position in relation to the matters outlined in this report and not participate in the WALGA engagement to determine sector advocacy positions in relation to Local Government Election frequency and voter participation. The Council also has the option to resolve to change its position on Local Government election frequency and voter participation.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026, there were no questions or requests for information raised in relation to this item.

UNCONFIRMED

OFFICIAL

M26/70 Review of Code of Conduct Elected Members, Committee Members and Candidates

File Number:	
Responsible Officer:	Director Legal, Governance & Risk
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. Revised Code of Conduct Council Members, Committee Members and Candidates

COUNCIL'S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

SUMMARY

- In 2021 following the introduction of the Local Government (Model Code of Conduct) Regulations 2021, the Council adopted its Code of Conduct for Elected Members, Committee Members and Candidates.
- The recent Local Government Amendment Act 2024, made provision for the introduction of the Office of the Local Government Inspector. The enactment of this amendment has amended the Local Government (Model Code of Conduct) Regulations 2021, on which the Code of Conduct for Elected Members, Committee Members and Candidates (Code of Conduct) is based upon.
- The amended Regulations came into effect on 1 January 2026, and the City is required to review and amend its Code of Conduct within 3 months of this date.
- This report presents to the Council to a revised, updated version of the Code of Conduct for consideration and adoption, by absolute majority, to meet the requirements of the legislation.

UNCONFIRMED

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (M26/70)

At 8:56pm Cr S Hong moved, seconded Cr M Woodall

That the Council, by absolute majority decision, adopt the revised version of the Code of Conduct for Council Members, Committee Members and Candidates as contained in Attachment 1.

At 8:56pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (12/0)

PURPOSE

To present to the Council for consideration a revised updated version of the Code of Conduct for Elected Members, Committee Members and Candidates, which aligns with the recent amendments to the *Local Government (Model Code of Conduct) Regulations 2021.*

OFFICIAL

STRATEGIC ALIGNMENT

Outcome	5	Leadership and good governance for the benefit of the whole community.
Objective	5 5.1	Good Governance and Leadership Provide transparent and accountable good governance.

BACKGROUND

At the Special Meeting of Council held 3 May 2021, the Council adopted the City of Melville Code of Conduct for Elected Members, Committee Members and Candidates (Code of Conduct) as a resulted of the introduction of the *Local Government (Model Code of Conduct) Regulations 2021* coming into effect.

The *Local Government Amendment Act 2024* passed through Parliament in late 2024, with a significant number of reform initiatives to be introduced in a staged approach.

CONSIDERATION

A range of amendments came into effect on 1 January 2026, and this included amendments to the Model Code of Conduct prescribed in the *Local Government (Model) Code of Conduct Regulations 2021.* This requires the City's Code of Conduct to be updated to reflect these amendments, with the updated Code of Conduct to be adopted by the Council by 31 March 2026. In particular these amendments deal with the introduction of the Office of the Local Government Inspector and the revision of the breach allegation terminology and processes.

A series of minor changes to the Code of Conduct are proposed to ensure alignment with the recent changes to the Regulations. These proposed changes are shown in a marked-up version of the Code of Conduct attached to this report, with an overview of the proposed changes outlined below:

Section	Description of Amendment	Comment
Title	Replace "Elected" with "Council"	Reflects terminology in the model
2. Terms Used	Update the terms used section for improved clarity and to include a definition for the term "Inspector"	Replicates amendments to the model
3A Referral of complaint to Inspector	New paragraph that provides clarity that a complaint against a person who has had two or more behavioural complaints found, must be referred to the Inspector.	Replicates amendments to the model
11. Complaint about alleged breach	Update to clause (2) to reference the Inspector and the form published by the Inspector New clauses (4), (4)(a), (4)(b), (5) and (6) which provides for complaints to be referred to and from the Inspector and how complaints referred from the Inspector are to be dealt with.	Provides for the form published by the Inspector to be the approved form, Replicates amendments to the model
12. Dealing with a complaint	Inclusion of information that clarifies that the Inspector may refer complaints to the City for action.	Provides for complaints to be received from the Inspector

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OFFICIAL

Section	Description of Amendment	Comment
14A Appointment of Monitor	New clause to allow for the Inspector to appoint a Monitor to assist the City in dealing with matters raised by the complaint.	Replicates amendments to the model
14B Performance of local government's functions	New clauses to provide: • guidance on the decision making requirements for complaints; and • authorising an external person to perform a function on behalf of the City; • and the process to follow when authorising an external person to perform a function on behalf of the City.	Replicates amendments to the model
Division 4 - Notes	Various amendments to update reference clauses and to replace "minor" with "conduct" to reflect the updated levels of breach allegations under Local Government Reform and the introduction of the Office of the Inspector	Replicates amendments to the model
21. Disclosure of Information	Inclusion of new subsection of the Local Government Act and the inclusion of a new clause (b) that provides clarity around closed meetings	Replicates amendments to the model

Minor formatting changes and correction of typographical errors not specified here have also been undertaken in the revised version.

ENGAGEMENT

There has been no specific engagement in relation to the review of the Code of Conduct. The Department of Local Government invited comments from local governments and the wider community to inform implementation of the reforms. The consultation period ran from the 10 November 2021 to 25 February 2022.

More than 200 submissions were received from local governments, peak bodies, advocacy groups and members of the public.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

LEGISLATIVE AND POLICY ALIGNMENT

Section 5.103 of the *Local Government Act 1995* requires that the City adopt a Code of Conduct to be observed by council members, committee members and candidates, which it did in 2021. Section 5.104 requires that the City amend its Code of Conduct for council members, committee members and candidates within three months of amendments to the *Local Government (Model Code of Conduct) Regulations 2021.*

Amendments to the Regulations came into effect on 1 January 2026, with subsequent legislative requirement for the City to amend and adopt its revised Code of Conduct by 31 March 2026.

Adoption and amendment of the Code of Conduct requires an absolute majority decision of Council as detailed in s5.104 of the Local Government Act.

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FINANCIAL IMPLICATIONS

There are no direct financial implications associated with the review and update of the Code of Conduct. It is noted that breach complaints will generally be managed though the Office of the Inspector and at this time the cost of this service to be borne by local government is unknown. The City makes and allocation within each budget for the costs associated with breach complaints and allegations.

CONSEQUENCE

The review and update of the Code of Conduct is mandatory requirement under the Local Government Act and required to be completed by 31 March 2026. The Council could choose not to make the recommended amendments to the Code of Conduct and this would be a non-compliance that would be reported through a future Compliance Annual Return.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026 the following questions and requests for further information were raised by Elected Members:

Question 1:

Have we got a Code of Conduct policy about this, or is the Code of Conduct just guidelines?

Response to Question 1:

Yes, it is a policy position but also a code that is required to be complied with. Any guidelines associated with it will assist Councillors with understanding their obligations under the Code, as well as the procedural processes around how complaints are dealt with and managed by the Local Government Inspector, and subsequently referred to the local government if they are behavioural breaches.

Question 2:

Why do we need a Code of Conduct policy if the Code of Conduct is guidelines in itself?

Response to Question 2:

The Model Code of Conduct is stipulated in the *Local Government (Model Code of Conduct) Regulations 2021*. The requirement under the *Local Government Act 1995* is that Councils have to adopt a Code, and therefore they adopt it on the basis to apply to them. The policy position is articulated within what the Code actually does, but because the Regulations themselves spell out exactly the model which is required to be adopted, it is exactly as the Regulations articulate.

Question 3:

How much money have we spent on Code of Conduct complaints over the last two to four years?

Response to Question 3:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

For the financial years 2021/2022 to 2024/2025, the City incurred the following expenses in respect of Elected Member Code of Conduct Complaints, exclusive of the GST.

2021/2022	2022/2023	2023/2024	2024/2025
$16,723.62	$8,614.19	$3,919.64	$7,097.14

UNCONFIRMED

OFFICIAL

M26/71 Deferral - Petition, Community Input to Policy Development

File Number:	
Responsible Officer:	Director Legal, Governance & Risk
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	Nil

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- At the Ordinary Meeting of Council held 16 September 2025, the Council acknowledged a Petition from Mr G Waugh, which contained a request for consideration being given to voluntary community representation on the Policy and Legislation Committee and/or avenues for the community to provide input into policy development.
- The Local Government Amendment Act 2024 has result in a series of reforms which related to the role of Council, transparency of Committee meeting and

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OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (M26/71)

At 6:54pm Cr S Green moved, seconded Cr D Lim

That the Council note the deferral of the report associated with the September 2025 Petition seeking opportunities for the community / community groups to formally provide input into policy development, for consideration at the 21 April 2026 Ordinary Meeting of Council.

At 6:54pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (12/0)

PURPOSE

To seek the Council's approval to defer the presentation of the report associated with a petition received at the 16 September 2025 Ordinary Meeting of Council.

STRATEGIC ALIGNMENT

Outcome	5	Leadership and good governance for the benefit of the whole community.
Objective	5	Good Governance and Leadership
	5.4	Strengthen active citizen engagement, participation, and access to information.

OFFICIAL

BACKGROUND

At the Ordinary meeting of Council held 16 September 2025, the Council received the following petition, signed by 54 residents and 1 non-resident:

> *"We the undersigned, all being electors of the City of Melville, respectfully ask that the Council in its deliberation in relation to the City of Melville proposed Compliance and enforcement Policy CP114, (publicly advertised for community consultation, closed August 26, 2025) adopt the following to address perceived and real inadequacies identified by the Community in proposed policy CP114 and across those policies affected by, or associated with proposed Policy CP-114 as had been previously requested of Council, since at least 2021;*
>
> *a) Re-form Council's Policy & Legislation Committee, to include independent voluntary community representation, or form a voluntary community inclusive focus group/committee; consistent with the Local Government Act Part 5 provisions; and task that body with advising Council on Policy content expressed to community values.*
>
> *b) Facilitate that community inclusive Policy & Legislation Committee, or other Community group/committee formed, to hold open public meetings to enable community members sharing of evidence related to perceptions and experiences of issues with compliance enforcement performance, in the purpose of developing functional policy advice for the Council's role as outlines in Local Government Act. section 2.7."*

The Council resolved:

> ***That the Council acknowledge the petition and requests that a report be prepared by the March 2026 Ordinary Meeting of Council.***

CONSIDERATION

The City is currently in the process of developing a comprehensive Policy Framework that will modernise and realign the City's policies and the associated processes for development, review, and ongoing maintenance. Implementation of this Framework is expected to create new opportunities for broader community engagement, particularly for policies that attract significant community interest.

In addition, recent Local Government Reform has introduced new requirements that require the City's to review the current operation of its Committees to ensure legislative compliance and support the most efficient use of time and resources

These two projects have a direct influence on being able to respond the content of the petition and as such officers are requesting that the report addressing the petition be deferred for consideration at the April 2026 Ordinary Meeting of Council.

ENGAGEMENT

No engagement has been undertaken in relation to this deferral report.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this deferral report.

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LEGISLATIVE AND POLICY ALIGNMENT

There are a number of considerations under the:

- *Local Government Act 1995*; and
- *Local Government (Administration) Regulations 1996*; and
- *Local Government Amendment Act 2024*.

FINANCIAL IMPLICATIONS

There are no financial implications associated with the deferral report.

CONSEQUENCE

The deferral of the report will provide an opportunity for a more comprehensive response that will include the most recent changes in legislation.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026 the following questions and requests for further information were raised by Elected Members:

Question 1:

Why is it being deferred again?

Response to Question 1:

The content in the request of the petition deals with the committee structure which is almost finalised and ready for presentation at EMES. Whilst the Council resolution required it to come back in March, we were not ready to have the committee structure discussion at the time. Given that we are now, we will present it to the next EMES, therefore the Council will deal with the petition in April.

UNCONFIRMED

OFFICIAL

Corporate Services

C26/365 Investment Statements for January 2026

File Number:	
Responsible Officer:	Director Corporate Services
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in this matter
Attachments:	Nil

COUNCIL'S ROLE

Information: For the Council / Committee to note.

SUMMARY

- This report presents the investment statements for the period ending 31 January 2026 for the Council's information and noting.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C26/365)

At 6:54pm Cr S Green moved, seconded Cr D Lim

That the Council notes the Investment Report for the period ending 31 January 2026.

At 6:54pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (12/0)

PURPOSE

To report on the performance of the City's investment portfolio for the month of January 2026.

The City's investment portfolio is invested in highly secure investments with a low level of risk yielding a weighted average rate of return of 4.31% to 4.30% which exceeds the benchmark three month bank bill swap (BBSW) reference rate of 3.77%.

17% of the City's investment portfolio is invested in authorised deposit taking institutions that do not lend to industries engaged in the exploration for, or production of, fossil fuels. This compared to 12% in December 2025

Future investment earnings will be determined by the cash flows of the City and movements in interest rates on term deposits.

STRATEGIC ALIGNMENT

Outcome	5	Leadership and good governance for the benefit of the whole community.
Objective	5	Good Governance and Leadership
	5.1	Provide transparent and accountable good governance.
	5.2	Ensure long term financial sustainability, strategic advocacy and partnerships, and diverse revenue streams.
	5.3	Ensure efficient and effective use of assets, resources and technology.

UNCONFIRMED

OFFICIAL

BACKGROUND

The City of Melville (the City) has cash holdings as a result of timing differences between the collection of revenue and its expenditure. Whilst these funds are held by the City they are invested in appropriately rated and liquid investments.

The investment of cash holdings is undertaken in accordance with Council Policy CP-009 - Investment of Funds, with the objective of maximising returns whilst maintaining low levels of credit risk exposure.

CONSIDERATION

The following statement details the investments held by the City of Melville as at 31 January 2026.

CITY OF MELVILLE
STATEMENT OF INVESTMENTS
FOR THE PERIOD ENDING 31 JANUARY 2025

SUMMARY BY FUND		
Municipal		$56,153,910
Reserve		$133,020,816
Citizen Relief		$252,477
TOTAL		**$189,427,202**
SUMMARY BY INVESTMENT TYPE		
11AM		$15,079,764
60Days at Call		$2,000,000
90Days at Call		$16,600,000
Term Deposit		$155,747,438
TOTAL		**$189,427,202**
SUMMARY BY CREDIT RATING		
AAA Category	AAA	
AA Category (AA+ to AA-)	AA-	$131,727,202
A Category (A+ to A-)	A+	
	A	
	A-	$57,700,000
BBB+ Category	BBB+	
TOTAL		**$189,427,202**

The City's total investments amount to $189.43M, made up of the Citizen Relief Fund ($0.25M), Municipal Funds ($56.15M) and Reserve Funds ($133.02M) which are restricted to the defined purpose for which the reserve account was established.

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Key Points

- Most of the funds ($155.75M) are in Term Deposits, ensuring secure and stable returns.
- Short-term investments include 11AM accounts ($15.08M) this account is a money market deposit that allows the City to access funds for daily financial needs if notice is given before 11AM, and call deposits totalling ($18.6M). These funds allow the City to meet financial obligations, including suppliers' payment and other debt repayments, without disruptions to its services.
- The portfolio is low risk, with 70% of funds in AA Category rated institutions and 30% in A Category rated institutions.
- There are no investments in AAA-rated and BBB+ institutions and effort are undertaken to invest in accordance with Council Investment Policy CP-009.

The City's investments were invested within the limits allowed within each category rating for January 2026.

Investment with financial institutions

Institution	Credit Rating	Credit Rating Category	Funds held at period end	Actual %	Limit Per Policy	
Bank of Queensland	A-	A Category	$ 50,400,000	26.61%	30.00%	✓
Bendigo & Adelaide	A-	A Category	$ 7,300,000	3.85%	30.00%	✓
Suncorp	AA-	A Category	$ 14,000,000	7.39%	50.00%	✓
NAB	AA-	AA Category	$ 27,085,642	14.30%	50.00%	✓
Westpac	AA-	AA Category	$ 90,641,560	47.85%	50.00%	✓
		TOTAL	**$ 189,427,202**	**100%**		

**Standard & Poor's ratings. Source: Policy No. CP-009: Investment of Funds*

The City's investments meet the requirements of the portfolio credit framework, as per the Investment Policy, and shown in the table below.

Maximum Percentage of Average Investment Portfolio Balance

Long Term Rating	Funds held at period end $	Actual %	Limit Per Policy	
AAA Category	$ -	0%	100%	✓
AA Category (AA+ to AA-)	$ 131,727,202	70%	80%	✓
A Category (A+ to A-)	$ 57,700,000	30%	50%	✓
BBB+ Category	$ -	0%	25%	✓
TOTAL	**$ 189,427,202**	**100%**		

**Standard & Poor's ratings. Source: Policy No. CP-009: Investment of Funds*

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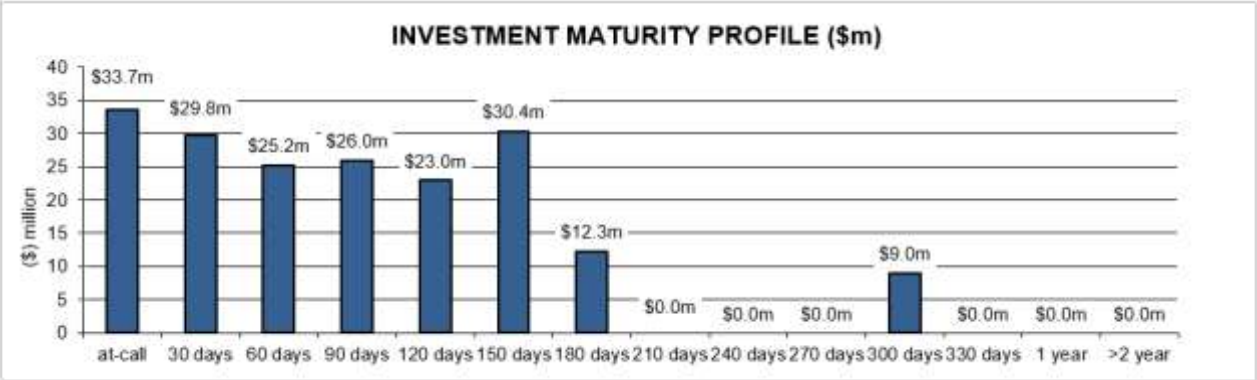
The below graph summarises the maturity profile of the City's investments at market value as at 31 January 2026. The immediacy of the demand for funds depends on the particular Fund or Reserve Account(s) of the City. The maturity profile provided in the table above meets the liquidity requirements of the Council policy.



The above Investment Maturity Profile graph for January 2026 provides an overview of the City's investment portfolio, categorising term deposits based on their maturity periods. The maturity profile of the City's investments is aligned with Council's investment policy, cash flow requirements, and prevailing market conditions. Interest rate fluctuations will continue to influence the term of the reinvestment decisions to ensure optimal financial outcomes.

The City's current investment approach prioritises short-term liquidity to meet operational needs and unforeseen expenses rather than focusing on long-term yield opportunities. A substantial portion of funds ($15.08M) is available for immediate use, ensuring sufficient liquidity for day-to-day operations. This allows the City to meet financial obligations, including suppliers' payment and other debt repayments, without disruptions to its services.

Investments are well-distributed across various short- to medium-term maturities, with notable allocations in 90 days ($26.0m), 120 days ($23.0m), 150 days ($30.4m), 180 days ($12.3m) and 300 days ($9.0m). This structured approach ensures financial stability while balancing liquidity needs and optimising returns. The estimated average cash outflow requirement of the City is between $13m to $16m per month.

The majority of the investment portfolio is concentrated in short- to medium-term maturities, with limited allocation beyond 270 days. A small portion of the portfolio matures at 300 days ($9M), reflecting selective investment opportunities where competitive rates were available for Green Investment with Westpac Bank. There are no long-term investments beyond one year, as the City's investment strategy is designed to align with its annual revenue cycle, which is predominantly driven by rates revenue. The recent RBA interest rate cut on 12 August 2025 by 0.25 to 3.6 per cent and later increased it by 0.25 at the RBA meeting on 4th February 2026 to 3.85 present. The changes to the RBA interest rate has contributed to increased competitiveness of longer-term deposit rates, influencing this maturity profile.

Additionally, the City maintains a balanced risk exposure, diversifying investments within shorter timeframes to mitigate financial and interest rate risks.

The City exercises a deliberative preference in favour of green/ethical investments. This preference will however only be exercised after the foremost investment considerations of credit rating, comparable rate and risk diversification are fully satisfied.

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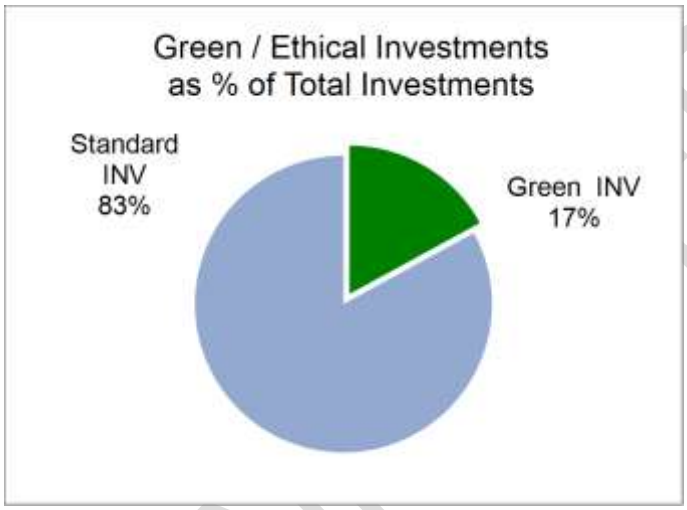
"Green investments" are authorised investment products made in authorised institutions that respect the environment by not investing in fossil fuel industries.

Environmental, Social & Governance Term Deposit (ESGTD) is a similar product to Green investments. ESGTD's provide the opportunity to invest in products that seek to mitigate environmental and social risks.

The total investment in authorised institutions as at 31 January 2026 was $32,300,000 or 17% of total investment holdings being in non-fossil fuels institutions, compared to $23,100,000 (12%) in December 2025. The total investments holding for January and December were $189,427,202 and $184,905,524 respectively.



Green/Ethical Investment with financial institutions

Institution	Credit Rating	Credit Rating Category	Funds held at period end
Bendigo & Adelaide	A-	A Category	$ 7,300,000
Suncorp	AA-	AA Category	$ 14,000,000
Westpac	AA-	AA Category	$ 11,000,000
		TOTAL	**$ 32,300,000**

The Green investments are allocated across the two banks mentioned above, in alignment with the Council's credit rating policy.

The City continues to engage in active discussions with financial institutions regarding the availability of ESG Tailored Deposit (ESGTD) products. Westpac has offered AUD Green Tailored Deposits and AUD Social Tailored Deposits, however, there is no suitable investment due to low interest rates offered for these products. Westpac has offered a Social Tailored Deposit with a minimum deposit size of $1 million and a minimum term of 1 year, extendable up to 5 years. The City's has recently invested $9M with Westpac, however current holdings with Westpac are already close to the Council-approved policy limit which precludes Westpac for more investment opportunities at this time.

While the City maintains a preference for green and ethical investments, this is only exercised after ensuring that all requirements related to credit rating, competitive interest rates, and risk diversification are fully met.

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In addition, the City has held formal discussions with CBA and NAB to explore potential ESGTD and Green Term Deposit options. At this stage, both banks are in the development phase of these products. Currently, there are no suitable ESGTD products available in the market that meet the City's Investment Policy requirement.

ENGAGEMENT

This report is available to members of the public on the City's website. A wide range of suitably credit rated Authorised Deposit-taking Institutions (ADI's) were engaged with during the month in respect to the placement and renewal of investments.

SUSTAINABILITY IMPLICATIONS

Strategic

The interest earned on invested funds assists in addressing the following key priority area identified in The City of Melville Corporate Business Plan 2024-2034.

Priority Number One – "Restricted current revenue base and increasing/changing service demands impacts on rates".

Risk

The Council's Investment of Funds Policy CP-009 was drafted to minimise credit risk through investing in highly rated securities and diversification. The Policy also incorporates mechanisms that protect the City's investments from undue volatility risk as well as the risk to reputation because of investments that may be perceived as unsuitable by the Community.

Environmental

When investing the City's funds, a deliberative preference will be made in favour of authorised institutions that respect the environment by not investing in fossil fuel industries. This preference will, however, only be exercised after the foremost investment considerations of credit rating, risk diversification and interest rate return are fully satisfied.

LEGISLATIVE AND POLICY ALIGNMENT

The following legislation is relevant to this report:

- *Local Government (Financial Management) Regulations 1996 Regulation 19 – Management of Investments*
- *Trustee Act 1962* (Part 3)

Authorised Deposit-taking Institutions are authorised under the *Banking Act 1959* and are subject to Prudential Standards oversighted by the Australian Prudential Regulation Authority (APRA).

The *Local Government (Financial Management) Regulations 1996* (regulation 19C) allows local governments to deposit funds for a fixed term of three years or less. Deposits of greater than one year may, depending on the shape of the yield curve, enable the City to achieve better investment returns.

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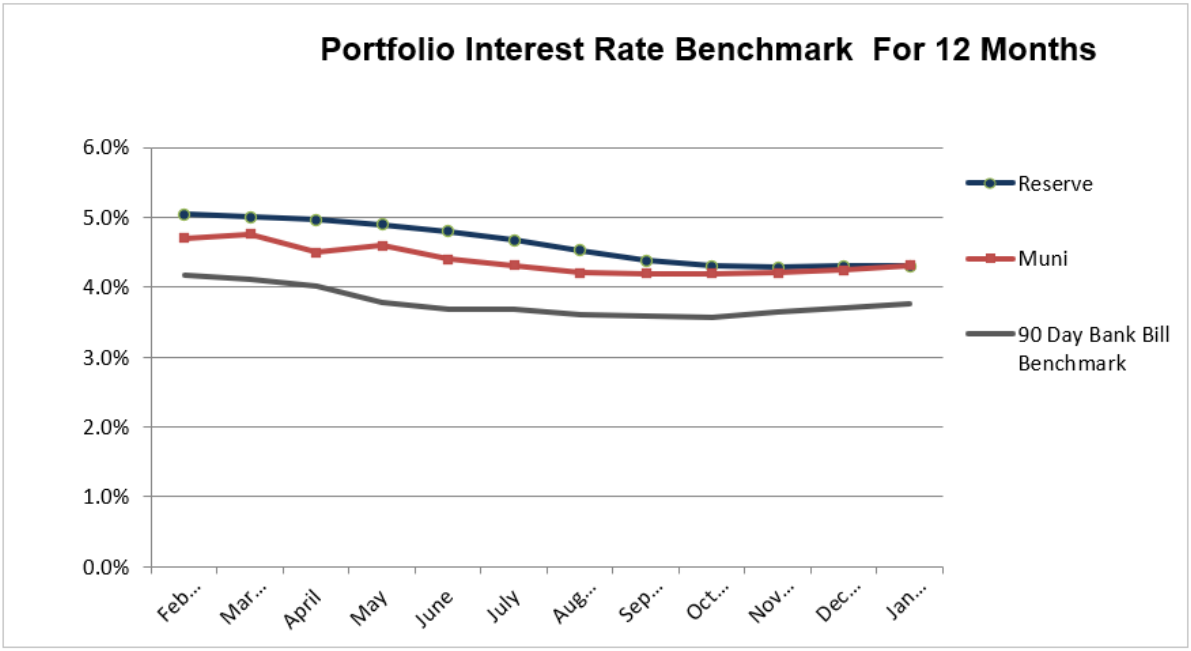
Council Policy CP-009 – Investment of Funds provides guidelines with respect to the investment of City of Melville (the City) funds by defining levels of risk considered prudent for public monies. Liquidity requirements are determined to ensure the funds are available as and when required and take account of appropriate benchmarks for rates of return commensurate with the low levels of risk and liquidity requirements. The types of investments that the City has the power to invest in is limited by prescriptive legislative provisions governed by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Part III of the *Trustees Act 1962*.

FINANCIAL IMPLICATIONS

For the period ending 31 January 2026:

- Year-to-date Investment earnings on term deposits held in reserve accounts, money at call accounts and the municipal account in aggregate, was $4,856,041 against a year-to-date budget of $4,554,549 representing a positive variance of $301,492. This positive variance is primarily attributed to the deferral of planned capital projects, which has resulted in higher than anticipated cash balances.
- The weighted average interest rate for Municipal and Reserve Fund investments as at 31 January 2026 was 4.31% which compares favourably to the benchmark three-month bank bill swap (BBSW) reference rate of 3.77%.



CONSEQUENCE

There are no consequences or alternative options presented as part of this report.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026, there were no questions or requests for information raised in relation to this item.

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C26/366 Schedule of Accounts Paid for January 2026

File Number:	
Responsible Officer:	Director Corporate Services
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	1. Payment Details January 2026 ⇩ 2. Card Payment Details - January 2026

COUNCIL'S ROLE

Information: For the Council / Committee to note.

SUMMARY

- This report presents the details of payments made under delegated authority (DA-035) to suppliers for the period of January 2026 and recommends that the Schedule of Accounts Paid be noted.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C26/366)

At 6:54pm Cr S Green moved, seconded Cr D Lim

That the Council notes the Schedule of Accounts paid for the period January 2026 as approved by the Director Corporate Services in accordance with delegated authority DA-035, and detailed in the attachments to this report; Payment Details January 2026 (Attachment 1) and Card Payment Details January 2026 (Attachment 2).

At 6:54pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (12/0)

PURPOSE

The Schedule of Payments for the month totals $38,589,601. The report and the attached Schedule of Accounts Paid are presented for the Council's information.

STRATEGIC ALIGNMENT

Outcome	5	Leadership and good governance for the benefit of the whole community.
Objective	5	Good Governance and Leadership
	5.1	Provide transparent and accountable good governance.
	5.2	Ensure long term financial sustainability, strategic advocacy and partnerships, and diverse revenue streams.
	5.3	Ensure efficient and effective use of assets, resources and technology.

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BACKGROUND

Delegated Authority DA-035 has been granted to the Chief Executive Officer to make payments from the Municipal and Trust Funds. This authority has then been on-delegated to the Director Corporate Services. In accordance with Regulation 13.2 and 13.3 of the *Local Government (Financial Management) Regulations 1996*, where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council.

A total of $9,454,285.41 direct creditor payments were paid during the month, of which, 5% of payments were paid to suppliers located within the City of Melville and 12% to suppliers within the South West Metropolitan Region, compared to 16% and 22% of total of $8,847,672 direct creditor payments made over December 2025 respectively.

The biggest payment of $1,232,284 made during the month was the regulatory fees and government charges payment to the Department of Fire and Emergency Services. Approximately 95% of supplier invoices are paid within 30 days of receipt of the invoices.

The list is to show each payment, payee name, amount and date of payment and sufficient information to identify the transaction.

CONSIDERATION

The Schedule of Accounts Paid for December including Payment Register numbers, Electronic Funds Transfers batches: 996-1001, Trust Payments, Card Payments and Payroll was distributed to the Elected Members of the Council on 17 March 2026.

The below table details the Summary of Payments Made for the period:

SCHEDULE OF PAYMENTS MADE January 2026 *Payments made under Delegated Authority DA-035*		
MUNICIPAL FUNDS - DIRECT CREDITOR PAYMENTS		
Cheques	Chq Payment Register No. 882	$300.00
	Chq Payment on Restricted Funds Register No.	
	Less Cancelled Chqs	
Electronic Funds Transfers	EFT Payment Register No.997, 998, 1000 and 1001	$9,106,983.06
	EFT Payment on Restricted Funds Register No. 996, 999, 162 and 163	$194,135.85
	Less Cancelled EFTs	($3,800.00)
		$9,297,618.91
Direct Debits	Bank Fees	$25,070.13
	Ampol Fuel	$95,328.85
Direct Payments		$36,267.52
	Total Direct Creditor Payments	***$9,454,285.41***
Payroll	Total Pay 15 and 16	$5,241,758.62
	Total Payroll	***$5,241,758.62***
Cards		
	Westpac Purchase Cards	$71,878.28
	Total Card Payments	***$71,878.28***
	Total Direct Creditor Payments from Municipal Account	***$14,767,922.31***

Schedule of Payments Made continued.

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INTERFUND & INVESTMENT TRANSACTIONS			
Interfund Transfers			
Loan			$0.00
Citizen Relief Trust			$0.00
Citizen Relief Operating			$0.00
Municipal			($16,778,321.73)
Reserve			$16,778,321.73
Trust			$0.00
		Total Interfund Transfers	**$0.00**
New Municipal Investments			
BOQ	20/01/2026		$2,500,000.00
BOQ	19/01/2026		$2,000,000.00
BOQ	19/01/2026		$2,000,000.00
Westpac	16/01/2026		$1,800,000.00
Westpac	08/01/2026		$1,000,000.00
Westpac	07/01/2026		$2,000,000.00
NAB	06/01/2026		$21,678.27
Westpac	06/01/2026		$2,500,000.00
Suncorp	05/01/2026		$2,500,000.00
Suncorp	05/01/2026		$2,500,000.00
Suncorp	05/01/2026		$2,500,000.00
Suncorp	05/01/2026		$2,500,000.00
		Total New Investments	**$23,821,678.27**
		Grand Total	**$38,589,600.58**

Details of the payments are shown in Attachment 1.

Any payment over and above $25,000 has been highlighted under the Payment Amount column in Attachment 1.

Regulation (13A) of the Local Government (Financial Management) Regulations 1996 - Payments by Employees via Purchasing Cards) effective from 1 September 2023 requires that if a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month and is to be presented to the Council at the next Ordinary Meeting of the Council and is to be recorded in the minutes of that meeting.

The list of payments made using purchase cards during December 2025 and settled in January 2026 is provided as an attachment to this report.

UNCONFIRMED

ENGAGEMENT

There are no applicable engagement considerations presented as part of this report.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications presented as part of this report.

LEGISLATIVE AND POLICY ALIGNMENT

This report meets the requirements of the *Local Government (Financial Management) Regulations 1996* Part 2: General financial management (s.6.10) regulations 11, 12 & 13.

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Procurement of Products and Services is conducted in accordance with Council Policy CP-023 and Systems Procedure 019 Purchasing and Procurement.

The *Local Government (Financial Management) Regulations 1996* Regulation 13A was recently introduced to prescribe reporting for payments made by employees via purchasing cards. As with other payments, the local government must report payee name, amount date and sufficient information to identify the payment. The attached payment listings meet this requirement.

FINANCIAL IMPLICATIONS

Expenditures were provided for in the adopted Budget as amended by any subsequent Budget reviews and amendments.

CONSEQUENCE

There are no consequences or alternative options presented as part of this report.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026, there were no questions or requests for information raised in relation to this item.

UNCONFIRMED

OFFICIAL

C26/367 Statements of Financial Activity for January 2026

File Number:	
Responsible Officer:	Director Corporate Services
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	1. Statement of Financial Activity January 2026 ⇩ 2. Statement of Comprehensive Income January 2026 ⇩ 3. Net Working Capital January 2026 ⇩ 4. Reconciliation Net Working Capital January 2026 ⇩ 5. Notes to Statement of Financial Activity January 2026 ⇩ 6. Statement of Financial Position January 2026 ⇩ 7. Summary Debtors January 2026 ⇩ 8. Rates Collection Graph and Table 2025-2026 ⇩ 9. General Debtors aged 90 Days Debtor January 2026

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- This report presents the Statements of Financial Activity, Statement of Comprehensive Income and Statement of Financial Position for the period ending 31 January 2026; and
- Presents the variances for the month of 31 January 2026 and recommends that they be noted by the Council; and

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OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C26/367)

At 6:54pm Cr S Green moved, seconded Cr D Lim

That the Council notes the Rate Setting Statement and Statements of Financial Activity for the month ending January 2026 as detailed in the following attachments:

- **Statement of Financial Activity January 2026 (Attachment 1); and**
- **Statement of Comprehensive Income January 2026 (Attachment 2); and**
- **Net Working Capital January 2026 (Attachment 3); and**
- **Reconciliation Net Working Capital January 2026 (Attachment 4); and**
- **Notes to Statement of Financial Activity January 2026 (Attachment 5); and**
- **Statement of Financial Position January 2026 (Attachment 6); and**
- **Summary Rate Debtors January 2026 (Attachment 7); and**
- **Rates Collections Graph January 2026 (Attachment 8); and**
- **General Debtors Aged 90 Days January 2026 (Attachment 9).**

At 6:54pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (12/0)

PURPOSE

The attached financial reports reflect a positive financial position of the City of Melville as at 31 January 2026.

STRATEGIC ALIGNMENT

Outcome	5	Leadership and good governance for the benefit of the whole community.
Objective	5	Good Governance and Leadership
	5.1	Provide transparent and accountable good governance.
	5.2	Ensure long term financial sustainability, strategic advocacy and partnerships, and diverse revenue streams.
	5.3	Ensure efficient and effective use of assets, resources and technology.

BACKGROUND

The Statements of Financial Activity for the period ending 31 January 2026 have been prepared and tabled in accordance with the *Local Government (Financial Management) Regulations 1996*.

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Overall Summary of the City's Financial Position

- The City's total investments holding for January 2026 amount to $189.43M, made up of the Citizen Relief Fund ($0.25M), Municipal Funds ($56.15M) and Reserve Funds ($133.02M) which are restricted to the defined purpose for which the reserve account was established. The detailed Investment Council Report will be tabled for the Ordinary Meeting of Council in March 2026.
- The investment in green/ethical term deposits as at 31 January 2026 was $32.3m or 17% of the City's investment portfolio, compared to 12% in December 2025, in accordance with the council investment policy.
- Rates raised as at 31 January were $114.94M, compared to a year-to-date budget of $114.59M.
- The total outstanding debtors (including all rates and sundry debtors) is $27.25M as of 31 January 2026.
- It should be noted that the Budget Review for 2025/26 was approved by Council at its Ordinary Meeting of Council on 17 February 2026. The Statement of Financial Activity for February 2026 will incorporate the revised budget following the statutory Budget Review process.

CONSIDERATION

The attached reports have been prepared in compliance with the requirements of the legislation and Council policy. The three monthly reports that are presented are the:-

1. Statement of Financial Activity

   Provides details on the various categories of income and expenditure.

2. Statement of Comprehensive Income

   Provides details on the Nature classifications.

3. Statement of Financial Position

   Provides details on the Financial Position.

Variances

A detailed summary of variances and comments based on the Statement of Financial Activity by Nature or Type is provided in attachments:

- Statement of Financial Activity -January 2026 (Attachment 1); and
- Statement of Financial Position as of 31 January 2026 (Attachment 6): Statement of Variances in Excess of $100,000.

Revenue

Rates raised as at January were $114,937,881, compared to a year to date budget of $114,591,546.

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Rates Collection

SUMMARY OF RATE DEBTOR MOVEMENT					
Detail	Actuals Current Month YTD	Actuals Previous Month YTD	*% Diff Current Mth to Previous Mth*	Actuals This Month Last Year YTD	*% Diff Current Mth to Current Mth Last Yr*
Opening Balance - 1 July	5,273,124	5,273,124	*0%*	5,425,866	*-3%*
Debtors Raised	144,457,276	144,329,905	*0%*	133,626,549	*8%*
Payments Received	(122,481,803)	(114,619,699)	*7%*	(113,124,907)	*8%*
Closing Balance	27,248,597	34,983,330	*-22%*	25,927,508	*5%*

Total rate debtor collections for the month equalled $7.73M.

Sundry Debtor Movement

SUMMARY OF SUNDRY DEBTOR MOVEMENT					
Detail	Actuals Current Month YTD	Actuals Previous Month YTD	*% Diff Current Mth to Previous Mth*	Actuals This Month Last Year YTD	*% Diff Current Mth to Current Mth Last Yr*
Opening Balance - 1 July	428,089	428,089	*0%*	565,184	*-24%*
Invoices Raised	4,967,547	3,907,004	*27%*	2,762,352	*80%*
Receipts	(4,623,467)	(3,204,715)	*44%*	(2,434,066)	*90%*
Prepayments	39,009	39,665	*-2%*	(19,685)	*-298%*
Closing Balance	811,178	1,170,042	*-31%*	873,786	*-7%*

Sundry debtor balances decreased by $358,865 over the course of January from $1,170,042 to $811,178 of which total 90 day sundry debtors for the month is $267,865, representing 33% of total sundry debtors.

Corporate Climate Action Plan

A summary of the expenditure associated with the City's climate action plan initiatives, compared to a year-to-date budget, is provided below. These costs encompass various activities aimed at reducing our carbon footprint and promoting sustainable practices across the City.

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Corporate Climate Action Plan Expenditure			
Description	YTD Actuals 2025-2026	YTD Budget 2025-2026	Total Budget 2025-2026
Energy Efficiency Program	0	0	100,000
EV Charging System Infrastructure Program	188,767	191,000	250,000
Piney Lakes Eco Hub Detailed Design	0	15,000	150,000
Renewable Energy Projects	0	50,000	1,462,489
Sustainability & Climate Action Salaries	252,716	194,487	333,407
Carbon Accounting, Budgeting & Energy Monitoring	55,225	66,000	66,000
Supporting Community Renewable Energy Transition	0	0	50,000
Solar PV & BESS Program Feasibility Study	0	0	20,000
Energy Efficiency Improvements	0	0	40,000
Electrification & Pilot Program	0	0	29,787
Third Party Verification of City and Community Emissions	0	0	20,000
Total	**$496,708**	**$516,487**	**$2,421,683**

The City has signed and received the fully executed Community Energy Upgrade Fund grant agreement ($518,110) on 3 September 2025. The procurement for Renewable Energy System Consultancy Support and Point Walter's irrigation pump upgrade project have commenced, with larger Supply, Install and/or Construction tenders on pause until planning and designs are completed.

The City is very excited to progress these Energy Efficiency Projects (FY25/26 to FY26/27) that will bring energy and cost savings as well as emission reductions and climate resilience.

Money Expended in an Emergency and Unbudgeted Expenditure

There was no money expended in an emergency or unbudgeted expenditure for the month of January 2026.

Budget Amendments

There were no budget amendments for consideration as part of this report.

Granting of concession or writing off debts owed to the City

Delegation DA-032 empowers the Chief Executive Officer (CEO) to grant concessions and write off monies owing to the City to a limit of $10,000 for any one item. The CEO has partially on-delegated this to the Directors to write off debts or grant concessions to a value of $5,000 and the Chief Financial Officer to a value of $1,000.

Sundry Debtors

There were no debts written off for the month of January 2026.

Rate Debtors
There were no rate debts written off for the month of January 2026.

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ENGAGEMENT

There are no applicable engagement considerations presented as part of this report.

SUSTAINABILITY IMPLICATIONS

The City of Melville (the City) has well developed business continuity plans in place and an Incident Response Team (IRT) to coordinate and plan the City's response to the significant situations as was the case with the COVID-19 crisis.

LEGISLATIVE AND POLICY ALIGNMENT

Local Government Act 1995 Division 3 – Reporting on Activities and Finance Section 6.4 – Financial Report.

Local Government (Financial Management) Regulation 1996 Part 4 – Financial Reports Regulation 34 requires that:

34*. Financial activity statement report — s. 6.4*

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);

(b) budget estimates to the end of the month to which the statement relates;

(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;

(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

(e) the net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing —

(a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;

(b) an explanation of each of the material variances referred to in subregulation (1)(d); and

(c) such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown —

(a) according to nature and type classification; or

(b) by program; or

(c) by business unit.

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(4) A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be —

(a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and

(b) recorded in the minutes of the meeting at which it is presented.

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The variance adopted by the Council is 10% or $100,000 whichever is greater.

Local Government Act 1995 Division 4 – General Financial Provisions Section 6.12; Power to defer, grant discounts, waive or write off debts.

The format of the Statements of Financial Activity as presented to the Council and the reporting of significant variances is undertaken in accordance with the Council's Accounting Policy CP-025.

FINANCIAL IMPLICATIONS

Variances

Variances are detailed and explained in the attachment Notes to Statement of Financial Activity January 2026 (Attachment 5): Notes on Statement of Variances in excess of $100,000.

CONSEQUENCE

There are no consequences or alternative options presented as part of this report.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026, there were no questions or requests for information raised in relation to this item.

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Community Development

CD26/58 Deferred Consideration of the Feasibility of an Advertising Policy for Restricting Alcohol & Unhealthy Food Advertising on or in City Owned Property

File Number:	
Responsible Officer:	Director Community Development
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	Nil

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- At the Ordinary Meeting on 18 March 2025, Council resolved:
- *"That the CEO investigate, scope and report back by March 2026 on the feasibility of an advertising policy to restrict alcohol and unhealthy food advertising on or in City-owned property."*
- This report seeks to defer this matter for consideration no later than the March 2027 Ordinary Meeting of Council.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (CD26/58)

At 8:58pm Cr S Green moved, seconded Cr D Lim

That the Council notes that the feasibility of an advertising policy to restrict alcohol and unhealthy food advertising on or in City owned property will be presented to an Ordinary Meeting of Council no later than March 2027.

At 8:58pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

PURPOSE

The purpose of this report is to advise the Council of a delay in presenting the feasibility of an advertising policy to restrict alcohol and unhealthy food advertising on or in City owned property. This report advises the Council that the matter will be presented to Council no later than March 2027.

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STRATEGIC ALIGNMENT

Outcome	1	Healthy, safe and inclusive communities with a sense of belonging and wellbeing.
Objective	1	Healthy, Safe and Inclusive
	1.1	Facilitate a sense of community, wellbeing, social connection, and participation.

BACKGROUND

At the 18 March 2025 Ordinary Meeting of Council, the Council resolved the following:

That the Council:

1. ***Notes the confidential legal advice received, as attached to this report.***
2. ***Requests the CEO to investigate, scope and report back to Council by March 2026 on the feasibility of an advertising policy for restricting alcohol and unhealthy food advertising on or in City owned property.***
3. ***Requests the CEO write to oOh!media Street Furniture Pty Ltd requesting they voluntarily restrict alcohol and 'unhealthy food' advertising on bus shelters installed and maintained by them for the remaining duration of the contract.***
4. ***Requests the CEO to prioritise the use of the City's free oOh!media digital advertising on bus shelters to support health promotion campaigns.***
5. ***Requests the CEO to consider restrictions in future contracts for the installation and maintenance of bus shelters which prohibit alcohol and unhealthy food advertising.***
6. ***Requests the CEO to include relevant action(s) in the City's future Healthy Melville Plan (Public Health Plan) to investigate strategies that will limit the exposure of advertising of alcohol and unhealthy food and drink in the City of Melville.***

In accordance with the resolutions of Council, since that time, officers have made progress on all resolutions - the table below provide an update on what actions have already been undertaken to enact the decision made by Council so far:

Resolution:	**Actions:**
1. Notes the confidential legal advice received, as attached to this report.	N/A
2. Requests the CEO to investigate, scope and report back to Council by March 2026 on the feasibility of an advertising policy for restricting alcohol and unhealthy food advertising on or in City owned property.	Commenced/Ongoing: • A staged investigation has been underway during 2025–26, with reporting intended by March 2026. • Healthy Food Outdoor Advertising Model Policy is being developed by Edith Cowan University and Cancer Council WA in consultation with LGA reference group; release delayed from late 2025 to late 2026. • Officers have prepared a report to the March 2026 OMC to defer this component of the 18 March 2025 resolution, noting the model policy aims to provide consistency across Western Australia.

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		• Once finalised, the City will be better informed to take a position on the industry-led policy. • Inspections of City-owned and managed community, sport and recreation facilities identified no major concerns of unhealthy food and alcohol advertising. • Any future policy would need to balance healthy environments with the sustainability of community sport and recreation groups.
3.	Requests the CEO write to oOh!media Street Furniture Pty Ltd requesting they voluntarily restrict alcohol and 'unhealthy food' advertising on bus shelters installed and maintained by them for the remaining duration of the contract.	Completed – a letter was sent to oOh!media on 6 June 2025. • oOh!media confirmed they would not strengthen their general policy, but after discussion they agreed to remove all alcohol advertising from City-owned bus shelters and digital panels for the rest of the contract. This commenced in early February and the City has received very positive feedback from South Metropolitan Health Service and Cancer Council WA in recognition of the City progressing this initiative • At this point oOh!media has indicated that they will not voluntarily impose any restrictions on unhealthy product advertising (high fat, salt, and sugar products) for the duration of the agreement.
4.	Requests the CEO to prioritise the use of the City's free oOh!media digital advertising on bus shelters to support health promotion campaigns.	Commenced/Ongoing • The City continues to allocate its 5% free digital advertising entitlement to Healthy Melville campaigns in collaboration with LiveLighter, Cancer Council WA and Lifeline WA, with capacity increasing as digital panels expand to 15.
5.	Requests the CEO to consider restrictions in future contracts for the installation and maintenance of bus shelters which prohibit alcohol and unhealthy food advertising.	N/A – no contracts for the installation and maintenance of bus shelters have been negotiated since the Council resolution.
6.	Requests the CEO to include relevant action(s) in the City's future Healthy Melville Plan (Public Health Plan) to investigate strategies that will limit the exposure of advertising of alcohol and unhealthy food and drink in the City of Melville.	Commenced/Ongoing • Officers are currently drafting the Healthy Melville Plan. It is on track to be presented to Council in June 2026. • Relevant actions have been identified and included in the Draft Healthy Melville Plan (Public Health Plan).

This report specifically focuses on resolution number 2 given the timeframe resolved by Council.

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CONSIDERATION

Since the March 2025 Ordinary Meeting of Council, the City has participated in a state-wide Stakeholder Reference Panel led by the Cancer Council WA and Edith Cowan University which is intending to develop a Healthy Food Outdoor Advertising Model policy for industry.

This policy aims to advise and guide local and state governments on this topic to create consistency across Western Australia. The policy was originally intended to be complete in late 2025; however is not expected to be finalised until later in 2026.

Once this policy is created, is expected the City will need to form a position on the industry led policy, where resolution number 2 from the March 2025 Ordinary Meeting of Council should be considered at this time.

ENGAGEMENT

The City has engaged with the following organisations to develop the report:

- Cancer Council WA
- Edith Cowan University.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications presented as part of this report.

LEGISLATIVE AND POLICY ALIGNMENT

There are no legislative or policy implications associated with the deferral of this item.

FINANCIAL IMPLICATIONS

There are no current or future budget implications associated with the deferral of this item.

CONSEQUENCE

Should Council decide not to defer as per the Officer Recommendation, City Officers can continue to investigate the feasibility. However, the risk would be that this is not consistent with a proposed industry-wide approach and additional resource is used to investigate the topic, where industry has already allocated resource to address this topic.

UNCONFIRMED

OFFICIAL

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026 the following questions and requests for further information were raised by Elected Members:

Question 1:

Would the recission motion be considered before the item, and how will that process be managed next Tuesday night?

Response to Question 1:

A part of the impact statement will address the fact that there is an item before Council, and we would time it so that it would be dealt with beforehand. Depending on the outcome of the recission motion, that would give Council the understanding of whether the item that follows could be dealt with or not.

Question 2:

I have submitted an alternative motion for the officer recommendation to go hand in hand with the recission motion, which would only come into play if the recission went through. In the case that the recission motion is carried and the Council chooses to rescind parts of the previous recommendation, would we then go to the alternative motion on the item?

Response to Question 2:

We will consider that as part of the process because we received your alternative motion before we received a valid recission motion, which was only received this afternoon. We are currently working through all of the validity and implications of that recission motion as business stands at this point in time.

Question 3:

Would Councillor Robins be able to influence that? If she in fact had preference with her alternative motion, would she have the option of saying that the recission motion would be more appropriate to go first, or is that a decision that Governance will come to?

Response to Question 3:

We will consider the entire package because we need to understand the current state of play of the three points being rescinded and the impact of Councillor Robins' suggested alternative motion given where we stand at this point in time. It may not be appropriate to move that depending on how much work has or has not progressed.

Question 4:

Given the recommendation is simply noting where we are currently at, it would seem to me that whether the recommendation is supported or not does not have any actual effect on the item. Is that correct?

Response to Question 4:

We are currently trying to understand the entirety of the package of work that needs to be rescinded, and the case may vary. Given it was only received late this afternoon, we are still working through the details around it.

UNCONFIRMED

OFFICIAL

Question 5:

If the recission motion gets up, what costs have we already spent on the original motion that was approved, and what are the risks?

Response to Question 5:

That will all form part of the impact statement.

Question 6:

Has Councillor Robins' alternative motion been circulated?

Response to Question 6:

No, because a valid recission motion had not been received at the time it was submitted.

Question 7:

How long ago was Councillor Robins' alternative motion submitted?

Response to Question 7:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

Cr Robins' alternative motion was submitted on 2 March 2026.

Question 8:

The recission motion was signed last night, so that was actually sent this morning. Is that correct?

Response to Question 8:

Yes, however it was not processed until this afternoon.

Question 9:

With regard to the deferral, I understand it has been said that there is no impact on sponsorship revenue on City-managed facilities. Could I get more clarity around that?

Response to Question 9:

Sponsorship around City facilities was going to be addressed as part of the policy. The original resolution from Council is the part being deferred, and there has been no financial impact or impacts on what clubs can do in terms of advertising at this stage.

UNCONFIRMED

OFFICIAL

CD26/57 Adoption of the Community Safety Technology Roll-out Plan 2026-2031 & Other CCTV Related Matters

Item CD26/57 Adoption of the Community Safety Technology Roll-out Plan 2026-2031 & Other CCTV Related Matters was brought forward in the agenda for the convenience of those providing a deputation – please see page 24.

UNCONFIRMED

OFFICIAL

Environment and Infrastructure

E26/93 Response to Notice of Motion - Applecross Ferry Terminal Carpark Funding

File Number:	
Responsible Officer:	Director Environment & Infrastructure
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. Letter to TransPerth requesting funding for carpark - signed

COUNCIL'S ROLE

Advocacy: When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.

SUMMARY

- The City investigated opportunities to obtain State Government funding for public carpark construction associated with the future Applecross Ferry Terminal.
- Discussions with the Department of Transport, Major Infrastructure, and PTA confirm that car parking is outside the ferry project scope, with the focus instead on active and public transport connectivity.
- No suitable State grant programs are currently available for standalone car parking infrastructure, and typical funding models would require significant City co-contributions.
- The City has formally written to Transperth seeking funding support for carparking and awaits a response, with updates to be provided to Elected Members.

UNCONFIRMED

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (E26/93)

At 8:58pm Cr K Wheatland moved, seconded Cr S Hong

That the Council notes the report on obtaining state government funding to construct a public carpark site/s and that the response to the letter will be circulated via Elected Member Bulletin when it is received.

At 8:58pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

PURPOSE

The purpose of this report is to inform on the investigation into obtaining State Government Funding to construct a public carpark site/s.

OFFICIAL

STRATEGIC ALIGNMENT

Outcome	3	Sustainable, connected development and transport infrastructure across our City.
Objective	3	Sustainable and Connected Development
	3.2	Deliver sustainable and well-planned infrastructure and public places and spaces.
	3.6	Provide sustainable and connected road, bicycle, footpath and transport networks.
	3.5	Facilitate improved integrated public transport solutions.
	3.3	Plan for urban growth and local commercial activity centres.
	3.1	Facilitate enhanced and sustainable urban development and amenity.

BACKGROUND

At the Ordinary Meeting of Council (OMC) held on Tuesday, 19 August 2025 Council resolved:

That the Council:

1. Request the CEO to initiate discussions with appropriate stakeholders and prepare reports on:

(a) The viability and potential for both East and West bound Transperth buses to have access and egress from and to Canning Highway via Canning Beach Road, to the proposed Applecross Ferry Terminal; and

(b) Obtaining State Government funding to construct a public carpark site/s as soon as possible, taking into account the Ferry Terminal is proposed to be completed by late 2027.

2. Reports to be presented to the Ordinary Meeting of Council on or before December 2025.

At the Ordinary Meeting of Council held on 9 December 2025 Council resolved:

That the Council:

1. **Notes the report on the viability and potential for both the East and West bound Transperth buses to have access and egress from and to Canning Highway via Canning Beach Road, to the proposed Applecross Ferry Terminal; and**
2. **Approves the deferral of the report on obtaining State Government funding to construct a public carpark site/s as soon as possible, taking into account the Ferry Terminal is proposed to be completed by late 2027, until the March 2026 Ordinary Meeting of Council.**

CONSIDERATION

The City has been in contact with the Department of Transport and Major Infrastructure and the Public Transport Authority (PTA) regarding the Applecross Ferry Terminal and parking since the announcement of the project.

UNCONFIRMED

OFFICIAL

It is noted that the installation of carparking is outside the scope of the Applecross Ferry Terminal project. As noted on the project website:

> "*There will be no space for passenger car parks at the terminals, as they are located near high density residential areas and major activity centres. This is in line with other inner-city public transport hubs and ferry terminals. Instead, the ferry routes are designed to integrate with existing cycling and walking infrastructure, as well as other Transperth services, providing convenient transport options for passengers.*"

Also in the City's liaison with PTA the following response regarding possible drop off bays was received:

> *"Transperth had also been in discussion with the City of Melville regarding converting two existing car bays close to the Applecross terminal location into 'kiss and ride' type drop off bays. These discussions have not been further progressed as Transperth are still waiting on the approval of the development application for the Applecross terminal to proceed. Following this, Dept of Transport & Major Infrastructure are delivering the works at Applecross. However, Transperth will continue to be in discussion with the City too about the potential drop off bays."*

A review of currently available State grant programs has been undertaken to assess whether external funding opportunities may be applicable to the construction of a multi-storey car park.

However, at this time, there are no active grant rounds that specifically support the delivery of stand-alone car parking infrastructure. Furthermore, where infrastructure grant funding is available, programs typically require a significant co-contribution from the applicant, often up to 50 per cent or more of the total project cost. Given the scale of the proposed project and the current uncertainty regarding costs, this would necessitate a substantial upfront Council funding commitment to assess project viability.

After reviewing the above and further discussions with relevant State Departments it was determined that it would be best to approach Transperth regarding obtaining funding towards carparking.

Therefore, the City has written to Transperth - see letter dated 29 January 2026, attached. The City also followed up informally regarding the progress of the request. No further information is available at this stage. The City will update Elected Members via the Elected Member Bulletin on the response to the letter.

UNCONFIRMED

ENGAGEMENT

The City has consulted the PTA to understand their interest / ability in providing funding.

SUSTAINABILITY IMPLICATIONS

The proposed ferry terminal will offer an additional public transport option for residents, workers and visitors in the Canning Bridge area therefore decreasing car dependency and increasing accessibility of the Canning Bridge area to the QEII/UWA specialised activity centre and Perth CBD.

OFFICIAL

LEGISLATIVE AND POLICY ALIGNMENT

There are no legislative and policy implications in relation to this report.

FINANCIAL IMPLICATIONS

At this stage there are no budget impacts apart from staff time investigating funding options. Should the State Government offer funding there is likely to be an expectation that the City also provide a significant contribution.

CONSEQUENCE

There is no negative consequence of requesting State funding.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026 the following questions and requests for further information were raised by Elected Members:

Question 1:

With regard to the response from the Government, they have said we are not going to provide any parking because the ferry terminal is already well integrated with other Transperth services. Are there other plans or discussions being had that Council is not aware of yet?

Response 1:

The information that has been provided is the current information we have received. The City cannot speak on behalf of the State Government in relation to their rationale.

Question 2:

In relation to the existing Tivoli carpark and Raffles carpark which are within quite a short walking distance of the proposed ferry terminal site, what sort of capacity do they typically run at, and is there an opportunity to divert or draw the attention of ferry terminal users to those carparks?

Response to Question 2:

The Tivoli site is under a separate investigation process to look at the highest and best use options, and that will be coming back to Council. Work has commenced in relation to the possibility of parking on that site. There will be a workshop with Council in April to explore some of the options currently being considered and to get some general feedback and direction from Council as to the suitability of those proposed land uses. The project is progressing and will be reported back to Council shortly.

Question 3:

Could we get all of those different pockets put together in a report about the amount of parking available in close proximity to this area, including the motion we moved about additional carparking at the Tivoli site please?

Response to Question 3:

Yes, we can provide information about other studies we have done regarding carparking availability in the vicinity and will send that to Elected Members.

UNCONFIRMED

OFFICIAL

Question 4:

What about bus routes to the bus and train station, is it just the ones on Canning Highway or are there any other ones, such as down Kintail road?

Response to Question 4:

These questions were taken on notice, and a response is now provided below:

Transperth bus routes 148 (Fremantle to Como) and 158 (Fremantle to Perth) are the closest bus routes to the future Applecross Ferry Terminal. These services operate bidirectionally along Kintail Rd approximately 260m away from the future jetty site. High frequency bus services also operate along Canning Hwy approximately 500m away.

Question 5:

Would you be able to include the chances of getting a grant if the site was shut already to build a carpark potentially?

Response to Question 5:

I do believe it was part of the requirements for us to look at whether there is any funding available from the State Government, so we would be looking at that as well.

Question 6:

Is the City considering whether we are limiting ourselves to the potential of a site when we are approaching the government about grant funding, which commits us to do something that may be of a scale that is not worthy of the site?

Response to Question 6:

We are definitely looking at the highest and best use options for that site, potentially even for investment purposes as well, but we are certainly not looking to apply for any grant funding to commit the Council to anything. We will go through a process with Council regarding different options, the analysis, findings, constraints and opportunities for that site.

As part of the investigations they are looking at the land optimisation study, the current constraints on the site and the highest and best use of the site, and that did include carparking. That was one of the areas we did ask to be assessed in terms of its suitability for that site.

As part of the next workshop which is on 30 March 2026, we will have the consultants in to provide a presentation to Council to gain more direction on two or three potential land uses to do further detailed investigations, so there will be an opportunity there for Council to raise any further questions in relation to the possibilities of that site on the night.

UNCONFIRMED

OFFICIAL

E26/90 Approval to Demolish the Attadale Scout and Baden Powell Girl Guide Facilities

Item E26/90 Approval to Demolish the Attadale Scout and Baden Powell Girl Guide Facilities was withdrawn from the Agenda prior to the meeting for the following reasons:

- To provide Elected Members with additional information and clarity regarding communications and engagement with the lessee and relevant user groups.
- To provide further information on actions undertaken, and opportunities for interim and longer term accommodation options for the Attadale Scouts and Baden Powell Girl Guides.
- To provide further information regarding the safety concerns associated with the buildings proposed for demolition.

UNCONFIRMED

OFFICIAL

E26/91 Response to Notice of Motion – Bus Shelter Lighting

File Number:	
Responsible Officer:	Director Environment & Infrastructure
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	None
Attachments:	Nil

COUNCIL'S ROLE

Information: For the Council / Committee to note.

SUMMARY

- Council requested an investigation into installing motion-activated, low-voltage, solar-powered lighting in bus shelters, prompted by concerns about low visibility at night and limited existing lighting.
- Consultation with Transperth found very few complaints about visibility, none in Melville, and identified operational, technical, safety-perception, and neighbourhood-impact issues that limit the effectiveness of such lighting.
- Investigations confirmed several constraints, inadequate space for solar components, high maintenance demands, nuisance activation risks, and potential disturbance to nearby residents.
- A high-level cost estimate found installation would total approximately $400,500 for 178 shelters, with approximately $20,000 per year in ongoing maintenance. The project is not included in the Long-Term Financial Plan, meaning new funding or removal of existing priorities would be required.
- It is recommended that no further action be taken on the installation of motion-activated, low voltage, solar powered lighting in bus shelters throughout the City and instead, continue improving public-realm lighting through the LED Streetlight Upgrade and Targeted Underground Power Program, which provide broader and more effective safety and visibility benefits.

UNCONFIRMED

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (E26/91)

At 6:54pm Cr S Green moved, seconded Cr D Lim

That Council notes the findings of the report and that no further action be taken on the installation of motion-activated, low voltage, solar powered lighting in bus shelters throughout the City.

At 6:54pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (12/0)

PURPOSE

To report on the investigation on installing motion-activated, low voltage, solar powered lighting in bus shelters throughout the City.

OFFICIAL

STRATEGIC ALIGNMENT

Outcome	1	Healthy, safe and inclusive communities with a sense of belonging and wellbeing.
Objective	1	Healthy, Safe and Inclusive
	1.3	Improve community safety and security.

BACKGROUND

At the Ordinary Meeting of Council (OMC) held on Tuesday, 14 October 2025 Council resolved:

> ***That the Council requests the CEO to prepare a report on installing motion-activated, low voltage, solar powered lighting in bus shelters throughout the City, to be presented to the Ordinary Meeting of Council to be held in March 2026.***

The reasons outlined for the motion were:

1. Presently very few bus shelters have any form of lighting.
2. Installing motion-activated low voltage solar power lighting in bus shelters will improve the ability of bus drivers to see when a person is waiting at a bus stop a nighttime.
3. By installing motion-activated lighting it will ensure that bus stops are lit up only when a patron is using the bus stop and will serve to limit the city's nighttime light burden.

CONSIDERATION

There are 236 bus shelters within the City of Melville. The City owns and maintains 178 shelters. The other 58 are advertising shelters, owned and maintained by oOh!media. Bus shelters are generally not individually lit with only the streetlighting providing light to the bus stop area.

As part of the City's investigation and noting that Transperth carries out annual Customer Satisfaction Surveys to improve their bus services, the City contacted Transperth to determine the extent of the issue and to understand whether:

1. It was considered this as an issue to be addressed.
2. If any solutions had been investigated.
3. If any local government had worked to address this.

Transperth receives a small number of requests from bus patrons about a bus failing to stop for them in low light conditions, and almost exclusively in winter months. Transperth said this was an issue to be mindful of however, due to the small number of concerns across Perth over just a few months each year it was not considered to be a high priority. Transperth mentioned that they were not aware of this issue being raised at a bus stop within Melville. They also did not indicate that any other local government was looking at this issue.

While the request for additional lighting at bus stops is understandable, current evidence suggests a targeted installation program specific to bus stops is not the most efficient or beneficial approach.

Only a small number of complaints are received across Perth's entire bus network, predominantly during winter, and none within Melville.

UNCONFIRMED

OFFICIAL

Transperth already employs operational measures, including reminders to drivers of approaching bus stops and live-tracking of buses allowing bus patrons to accurately anticipate the buses arrival.

Transperth and the City's investigation also noted the following key points:

1. **Bus stop locations cannot always be aligned with existing streetlights.** Placement must comply with accessibility requirements, spacing, traffic safety, and service efficiency.
2. **Lighting people directly is not universally welcomed.** While some patrons feel safer being visible, others report discomfort at being "highlighted", which may reduce perceived personal safety. In low-light conditions, a bright light can also impair passengers' ability to assess whether an approaching person or vehicle is friendly or threatening.
3. **Technical and operational limitations exist.** Transperth has previously explored lighting options attached to bus stop posts or shelters. Barriers included:
    - insufficient space for appropriately sized solar panels
    - limited battery storage
    - vandalism risk
    - increased maintenance
4. **Impacts on adjacent residents must be considered.** Many bus stops are located directly outside residential properties. Automatically-triggered lights may disturb residents and exacerbate existing concerns about bus stop placement.
5. **Motion-activated lights are problematic.** Movement of traffic, vegetation, cyclists, or pedestrians can easily trigger false activations, reducing usefulness and increasing disturbance.
6. **A patron-activated light may be feasible if considered a priority.** Transperth indicated that a small solar-powered light mounted to the bus stop information module, activated manually by the waiting passenger (e.g., push button), could be explored as it avoids privacy, perception, and nuisance issues associated with illuminating people directly.
7. **Wider customer feedback would be needed for any broader rollout.** Transperth acknowledged that lighting could provide benefits, but additional patron surveys would be required before wider investment.
8. **Existing systems already support visibility.** Bus drivers receive electronic reminders of each upcoming stop. Passengers can also use the Transperth App to track approaching buses in real time.
9. **High Frequency Bus Services favour high order roads that are well-lit.** Bus stops on these well-lit roads tend to have higher patronage. Transperth mentioned that the complaints they receive in other local governments tend to be poorly lit local roads. City of Melville staff site inspections have seen this to be true within Melville. Ie: Local roads have relatively lower quality streetlighting and less patrons.
10. **Well lit "routes" are needed to support public transport users.** When catching a bus in the evening people tend to require lighting from the bus stop along a route to their home. Underground power and LED streetlight upgrades means whole neighbourhoods experience better lighting.

UNCONFIRMED

OFFICIAL

The City's Targeted Underground Power Program includes the upgrade of street lighting to meet current Australian Standards, with four confirmed projects scheduled within the City of Melville. In addition, the ongoing LED Streetlight Upgrade Program continues to improve lighting levels across the road network. Together, these programs will enhance illumination around bus stops and along the routes that patrons use to access and leave them, providing broader community safety benefits without the need for a separate bus-shelter lighting initiative.

After reviewing the information gathered and the estimated costs to implement the project it is not recommended to go forward with the project. While the request for additional lighting at bus stops is understandable, current evidence suggests a targeted installation program specific to bus stops is not the most efficient or beneficial approach. The current Targeted Underground Power and LED replacement programs are considered to be the most effective path to improving bus user experience across Melville without duplicating infrastructure or delaying existing programs.

ENGAGEMENT

Transperth was consulted regarding visibility of bus stops and bus patrons at bus stops, the level of passenger complaints – generally and within Melville, possible lighting solutions and other technology used by bus drivers and bus patrons to increase the ease of hailing a bus at night.

SUSTAINABILITY IMPLICATIONS

Although the lighting would be solar powered there are sustainability implications in the use of materials for installation, battery disposal and ongoing maintenance.

LEGISLATIVE AND POLICY ALIGNMENT

There are no legislative or policy implications presented as part of this report.

FINANCIAL IMPLICATIONS

A high level cost estimate was undertaken on the installation and maintenance of solar powered, motion activated, low voltage lighting on existing bus shelters. The cost of installation per shelter is estimated to be $2,250 including material and labour. The City currently maintains 178 bus shelters. Therefore, the total cost for installation would be $400,500. The annual maintenance costs are estimated to be approximately $20,000 per year.

This project is not currently on the Long-Term Financial plan. Funding would need to be added to the capital works program and operating budget to implement the project or another project would need to be removed to cover the cost.

This would be an increased level of service provided by the City. This would require either increased revenue to fund it, such as through rate increases, or by lowering service levels in other areas.

UNCONFIRMED

OFFICIAL

CONSEQUENCE

Proceeding with dedicated bus-shelter lighting would create new financial and operational obligations for the City. Should the City proceed with installing bus-shelter lighting, it would require an allocation in both the capital and operating budgets. This would necessitate either an increase to these budgets or the removal of another priority project and a reduction in an existing operating budget. Given these impacts, and noting that broader lighting improvements are already being delivered through the LED Streetlight Upgrade Program and the Targeted Underground Power Program, establishing a new bus-shelter lighting service would place additional pressure on resources without offering a proportionate benefit.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026, there were no questions or requests for further information raised by Elected Members.

UNCONFIRMED

OFFICIAL

E26/92 Response to Notice of Motion - Additional Green Waste Bins

File Number:	
Responsible Officer:	Director Environment & Infrastructure
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. Alternative Motion with Notice - Cr N Robins

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- At the Ordinary Meeting of Council (OMC) held on Tuesday, 19 August 2025, the Council resolved to request the CEO to prepare a report to the December 2025 OMC, detailing the resources and implications to implement an annual program to provide one additional Food Organics Green Organics (FOGO) bin to residents who reside in any area of the City, impacted by the leaves falling from deciduous trees during the fall-winter period. The FOGO bins to be delivered by the City on request, free of charge to affected residents and to be picked up by the City at the end of the fall period. At the OMC held on 9 December 2025, it was resolved to defer this report to March 2026.
- Such a service would have significant impacts on cost and operational efficiency.

OFFICER RECOMMENDATION

That the Council not provide additional temporary FOGO bins, due to substantial operational, financial and service delivery impacts, and noting that an existing user-pays additional bin service is already available.

UNCONFIRMED

Alternative Motion With Notice

At 8:59pm Cr N Robins moved, seconded Cr C Ross

That the Council requests the CEO to:

1. **Conduct a 12-month trial offering one additional FOGO bin per household to residents upon request, up to a maximum of 500 bins in the first year, with the bins to be delivered when requested and stored by the resident for the entire trial period; and**
2. **Provide a report at the conclusion of the trial outlining participation, costs, operational impacts, and recommendations for future service provision**

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At 9:05pm, Ms K Bainbridge electronically connected to the meeting.

At 9:07pm, Cr C Yorke left the meeting.

At 9:06pm, Ms M Pickering left the meeting.

At 9:08pm, Ms M Pickering returned to the meeting.

At 9:09pm, Cr C Yorke returned to the meeting.

At 9:20pm, the mover and seconder consented for the words *"who are impacted most by City trees,"* to be included in point 1.

Substantive Motion As Amended

COUNCIL RESOLUTION (E26/92)

At 8:59pm Cr N Robins moved, seconded Cr C Ross

That the Council requests the CEO to:

1. **Conduct a 12-month trial offering one additional FOGO bin per household to residents who are impacted most by City trees, upon request, up to a maximum of 500 bins in the first year, with the bins to be delivered when requested and stored by the resident for the entire trial period; and**
2. **Provide a report at the conclusion of the trial outlining participation, costs, operational impacts, and recommendations for future service provision**

At 9:25pm the Presiding Member declared the motion.

CARRIED (7/6)

The vote being EQUAL the Chair exercised their Casting Vote in FAVOUR of the Motion.

Yes (6): Mayor Katy Mair, and Crs Nicole Robins, Clive Ross, Jennifer Spanbroek, Daniel Lim and Soo Hong

No (6): Crs Glynis Barber, Karen Wheatland, Matthew Woodall, Scott Green, George Panayotou and Crawford Yorke

PURPOSE

This report provides Council with an officer assessment of the Notice of Motion requesting the provision of additional Food Organics Garden Organics (FOGO) bins during the winter leaf-fall period. The assessment outlines operational, financial and service delivery impacts, and recommends that the motion not be supported.

STRATEGIC ALIGNMENT

Outcome	2	A clean, green and sustainable City for current and future generations.
Objective	2	Clean and Green
	2.2	Sustainable use of resources and adoption of a circular economy approach, optimising waste reduction and resource recovery.

OFFICIAL

BACKGROUND

During winter, and for some species all year round, the deciduous street trees shed significant volumes of leaves, fruit and nuts. The City previously provided a service to assist residents with the collection of fallen leaves. This was a bagged service where residents placed out plastic bags full of leaves and the City's rear loading truck collected these. This service ceased in 2018 due to safety concerns and the upcoming FOGO rollout which occurred in 2019, where the leaves could be placed into the FOGO bin for composting.

The City has increased the street sweeping in areas of known high leaf drop and some residents collect leaf litter themselves. The City also offers an additional FOGO bin for $213.00 per year.

At the Ordinary Meeting of Council (OMC) held on Tuesday, 19 August 2025, the Council resolved to request the CEO to prepare a report to the December 2025 OMC, detailing the resources and implications to implement an annual program to provide one additional Food Organics Green Organics (FOGO) bin to residents who reside in any area of the City, impacted by the leaves falling from deciduous trees during the fall-winter period. The FOGO bins to be delivered by the City on request, free of charge to affected residents and to be picked up by the City at the end of the fall period. At the OMC held on 9 December 2025, it was resolved to defer this report to March 2026.

CONSIDERATION

The motion presents substantial operational and financial impacts. Estimated service costs range from $100 to $132 per property depending on the uptake (1,000–3,000 requests). Fleet, logistics, storage and labour requirements would effectively create a new collection service. The City already offers a user-pays additional FOGO bin at $213 per year.

ENGAGEMENT

Community feedback indicates occasional concerns about leaf-fall. However, complaints recorded are low and do not justify a City-funded additional service. No further engagement is recommended at this stage.

Investigations identified the four types of deciduous trees known to cause complaints. The green dots on the four maps below show the locations of the 12,896 trees within these types:

UNCONFIRMED

OFFICIAL

London Plane – 624 total

- March – May leaf and bark drop
- August – October fruit drop

Liquidambar – 513

- May - July leaf drop
- May - August fruit (Gumballs) drop

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Jacaranda – 8,248

- August - October leaf drop
- March – May seed pod drop

UNCONFIRMED

OFFICIAL

Queensland Box – 3,511

- February – May leaf drop
- June – November seed pod drops

UNOFFICIAL

SUSTAINABILITY IMPLICATIONS

While additional FOGO capacity may support composting, the environmental benefit is outweighed by the increased fuel use, fleet demands and high resource consumption associated with establishing a temporary service. Existing collections and options already divert organic waste effectively.

The City supports responsible resource recovery. However, introducing a high-cost, temporary, non-targeted service conflicts with efficient resource use.

LEGISLATIVE AND POLICY ALIGNMENT

There is no legislative requirement for the City to provide additional seasonal FOGO bins. The Waste Avoidance and Resource Recovery Act promote efficient, cost-effective service delivery. The motion conflicts with the user-pays principle embedded in current waste services.

OFFICIAL

FINANCIAL IMPLICATIONS

Estimating costs for this service is difficult, as the demand for the service is unknown. However, some broad estimates have been calculated based on some assumptions. Three-month temporary bin service is estimated at between approximately $100 to $132 per property:

- 1,000 requests – $132,483 (excludes storage costs).
- 2,000 – $215,334 (excludes storage fees).
- 3,000 – $298,185 (excludes storage fees).

These estimates include administration, labour, fleet hire, annual bin delivery and collection, as well as weekly collection and disposal costs for the three months period. It also includes the cost of new bins at approximately $40 each. It could be possible to re-use the bins in the following year, which would reduce future years' costs by approximately $40 although the City does not have storage space for the bins. Leasing storage space for the bins would be approximately $46,000 to $80,000 per annum. Alternatively, the City could buy new bins for the additional service every year, and re-use the previous years' bins as replacement stock for new properties, and to replace damaged bins and those that are at the end of life. However, this would also require some storage space.

Additional impacts could include the loss of revenue from existing additional FOGO bins, as residents that currently pay for an additional FOGO bin may opt for the free temporary service.

CONSEQUENCE

If Council adopts the Motion, the City will incur significant costs and impact core resource recovery operations.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026 the following questions and requests for further information were raised by Elected Members:

Question 1:

How many properties currently pay for an additional FOGO bin?

Response to Question 1:

This question was taken on notice, and a response is now provided below:

The City's income in the budget is projected to be $40,899 which equates to 192 additional bins.

Questions 2:

So a resident, for the additional bin $213 per year, they could elect to have an additional bin for three months of the year, is that correct?

Question 3:

And they can have it just for that shorter duration?

Response to Questions 2 & 3:

If somebody gets the additional bin they get it for the 12 months of the year, and they pay that $213 and it is permanently at their property.

UNCONFIRMED

OFFICIAL

Question 4:

For the residents that take this opportunity of getting an additional FOGO bin, could a condition of it be that they have to keep it at their property for the whole duration?

Response to Question 4:

That potentially would be an option if Council wanted to do that. Sometimes we find that when empty bins are stored on property for a year they can get lost or be vandalised, and people do not particularly like them taking up additional space.

Question 5:

What is the alternative then to assist residents with regard to the huge amount of leaves they have to deal with annually, is there another option that could be provided for them?

Response to Question 5:

People do have the option of paying for another FOGO bin and using it. We also have programs where increased leaf drop areas get increased street sweeping at the times of the year which align with that leaf drop, so there are other mechanisms in place.

Question 6:

A number of years ago residents were required to just put fallen leaves in a bag and they were then left on the kerbside and collected. Could the City perhaps return to that service they once provided?

Response to Question 6:

That service stopped in 2018 on the premise of two things, one being that FOGO was coming in 2019 and secondly it was deemed an unsafe practice. We had issues with traffic congestion and manual handling issues due to not knowing the weight of the bags – there was all different types of bags they used to split. They also had workers exposed to traffic, so after discussions with a number of safety agencies it was deemed we needed to try something different.

Question 7:

How much more frequently does the City run the sweeping service during winter compared to the other seasons, and what additional cost does that involve?

Response to Question 7:

This question was taken on notice, and a response is now provided below:

Most roads within the City are swept four times per year. During periods of leaf drop, the City normally utilises a road sweeper on a nearly daily basis across areas of high leaf drop. This is typically for a period of about 8 weeks. The cost is about $1,300 per day.

Question 8:

Do we have any indicative numbers of people requesting these extra FOGO bins?

Response to Question 8:

While we do not currently have an exact figure, we receive a number of complaints throughout the year with regard to leaf fall. We estimate it to be in the small hundreds, perhaps 75-100 per year.

UNCONFIRMED

OFFICIAL

Question 9:

Do we have any idea what it would cost to pay additional staff to do the verges?

Response to Question 9:

This question was taken on notice, and a response is now provided below:

It is difficult to estimate the cost of this work as the extent of collection is uncertain. Based on the cost of two staff and a truck, the hourly rate would be approximately $150. Assuming staff worked 38 hours per week for 13 weeks, the cost would be approximately $74,000. In addition, there would also be disposal costs on top of this cost. The effectiveness of such a service in uncertain. In addition, there would also be workplace safety issues such as manual handling risks and traffic management risks.

UNCONFIRMED

OFFICIAL

At 9:26pm, Cr M Woodall left the meeting.

Planning

UP25/95 Review of Local Planning Policy 1.7 - Telecommunications Facilities and Communications Equipment

File Number:	N/A
Responsible Officer:	Director Planning
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. Local Planning Policy 1.7 - Telecommunications Facilities and Communications Equipment (Track Changes)

COUNCIL'S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

SUMMARY

- The City continuously reviews and updates the Local Planning Policies regularly to ensure that best practice is enacted in relation to planning decision making.
- Local Planning Policy 1.7 – Telecommunications Facilities and Communications Equipment (LPP1.7) currently provides guidance regarding the assessment of this infrastructure on zoned land, noting that majority of infrastructure is exempt from requiring development approval as public works, low impact or on reserves where the State Government determines the application.
- LPP 1.7 was last reviewed in September 2016 and is operating effectively.
- Only minor administrative amendments are recommended which can be approved by Council without the policy requiring advertising / community consultation *as Planning and Development (Local Planning Schemes) Regulations 2015.*
- It is recommended that the amendments to LPP 1.7 are approved and subsequently published.

OFFICIAL

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (UP25/95)

At 9:26pm Cr S Green moved, seconded Cr C Yorke

That the Council:

1. **Note the proposed amendments to Local Planning Policy 1.7 – Telecommunications Facilities and Communications Equipment as being minor in nature in accordance with Schedule 2 Clause 5 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015 and therefore do not require advertising; and**
2. **Pursuant to Schedule 2 Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* to adopt the amended Local Planning Policy 1.7 – Telecommunications Facilities and Communications Equipment; andPublish the amended Local Planning Policy 1.7 – Telecommunications Facilities and Communications Equipment as per Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.***

At 9:26pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (11/0)

PURPOSE

The purpose of this report is for the Council to consider amendments to the existing LPP 1.7; to align with the City's other recently reviewed Local Planning Policies and ensure we have up-to-date local planning frameworks to utilise in development assessment.

STRATEGIC ALIGNMENT

Outcome	3	Sustainable, connected development and transport infrastructure across our City.
	5	Leadership and good governance for the benefit of the whole community.
Objective	3	Sustainable and Connected Development
	3.1	Facilitate enhanced and sustainable urban development and amenity.
	3.2	Deliver sustainable and well-planned infrastructure and public places and spaces.
	3.4	Protect and promote the City's character and heritage.
	5	Good Governance and Leadership
	5.1	Provide transparent and accountable good governance.

BACKGROUND

LPP1.7 is used in the assessment of development applications on zoned land (i.e. not reserves) and was last reviewed in September 2016.

To ensure that Local Planning Policies can be relied upon in development assessment and decision making, it is important that they are regularly reviewed and updated through Council process even if minimal or no changes are proposed. Ideally Local Planning Policies are reviewed every 5-years to ensure that they remain relevant.

OFFICIAL

It should be noted that many telecommunication facilities and other communication infrastructure is exempt from requiring development approval as they are public works, this policy applies to private facilities or public works which are not exempt which are on zoned land.

This policy does not encourage, advocate or mandate provision, only provides guidance as to the appropriate location and development standards where a proposal requires a development approval.

The policy seems to be working well with no issue in day-to-day implementation.

CONSIDERATION

A review of LPP 1.7 identified only minor changes recommended to align with other recent reviews and provide some clarification for implementation. The proposed amendments are as follows:

- Up-front policy purpose and re-ordering front sections to align with other recent policy reviews.
- Making it clear what within proximity means (200m).
- Inclusion of requirement to minimise blank walls and have anti-graffiti coating if located within a building.
- Change to have general reference to R-Codes design principles rather than specific provisions (noting subject to regular change).
- Distinction in decommissioning to require that the building is 'made good'.
- Removal of the requirement for an initial 'temporary' structure as this has not been needed to date.
- Removal of request to notify neighbouring landowners for low-impact facilities as this is not required under federal legislation – only to direct owner/occupiers to manage expectation that this will occur when the City has no control over this.
- Clarification on advertising requirements.

The above changes do not materially impact the provisions, their intent or interpretation and therefore may be considered minor in nature and therefore do not require advertising in accordance with Schedule 2 Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. An alternate recommendation is provided should Council see benefit in undertaking community consultation in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

ENGAGEMENT

If the Council resolve to adopt the amended LPP 1.7 and consider the amendments minor in nature, the amended LPP 1.7 will be published as per Schedule 2 Clause 87 of *Planning and Development (Local Planning Schemes) Regulations 2015* to have full weight and effect.

If Elected Members believe that the amendments proposed are not minor in nature, then the amendments can be advertised as per Schedule 2 Clause 5 and Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of not less than 21 days.

OFFICIAL

SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications likely to occur as a result of adopting the recommendations of this report.

LEGISLATIVE AND POLICY ALIGNMENT

Under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, a local government may prepare local planning policies on a range of matters relating to planning. A local planning policy must be based on sound town planning principles and may address operational/procedural matters. Where a local planning policy is based on sound town planning principles and is properly prepared and adopted under the provisions of the Regulations, it is to be given due regard in the decision-making process.

It should be noted that proposed changes as part of the *Planning and Development Regulations Amendment (Review of Planning Instruments) Regulations 2025* seek to introduce new provisions relating to the manner and form, purpose, duration, review, and extension of local planning policies. The duration is proposed to be 5-years and therefore regular reviews of Local Planning Policies are likely to become mandatory. This review will reduce future administrative burden on the City.

FINANCIAL IMPLICATIONS

This review has been accommodated within the exiting operational budget.

CONSEQUENCE

The following options are available to Council:

1. Resolve to adopt draft amended LPP 1.7 as recommended as minor amendments and publish in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
2. Make modifications to LPP 1.7 and resolve to adopt draft amended LPP 1.7 as modified by Council as minor amendments and publish in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
3. Resolve that the amendments are not minor in nature and endorse draft amended LPP 1.7 as recommended and advertise in accordance with Schedule 2 Clause 5 and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
4. Make modifications to LPP 1.7 and resolve that the amendments are not minor in nature and endorse draft amended LPP 1.7 and advertise in accordance with Schedule 2 Clause 5 and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
5. Resolve not to proceed with the draft amended LPP 1.7. This would mean that the provisions of the current LPP 1.7 will continue to have effect and apply.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026, there were no questions or requests for information raised in relation to this item.

OFFICIAL

At 9:27pm, Cr K Wheatland left the meeting.

UP25/96 Review of Local Planning Policy 1.10 - Amenity

File Number:	N/A
Responsible Officer:	Director Planning
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. Local Planning Policy 1.10 - Amenity (Track Changes) (12 March 2026)

COUNCIL'S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

SUMMARY

- The City continuously reviews and updates Local Planning Policies regularly to ensure that best practice is enacted in relation to planning decision making.
- Local Planning Policy 1.10 – Amenity currently provides guidance in the assessment of amenity impact where there is an exercise of discretion (i.e. performance assessment) in relation to a discretionary land use and/or a built form standard.
- LPP 1.10 was last reviewed in August 2019 and is presently working well.
- Only minor administrative amendments are recommended which can be approved by Council without the policy requiring advertising / community consultation in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.
- It is recommended that the amendments to LPP 1.10 are approved and subsequently published.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (UP25/96

At 9:27pm Cr N Robins moved, seconded Cr C Yorke

That the Council:

1. **Note the proposed amendments as being minor in nature as per Schedule 2 Clause 5 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015 and therefore do not require advertising.**
2. **Pursuant to Schedule 2 Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* to adopt the amended Local Planning Policy 1.10 – Amenity. Publish the amended Local Planning Policy 1.10 – Amenity as per Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.***

At 9:27pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (10/0)

UNCONFIRMED

OFFICIAL

PURPOSE

The purpose of this report is for the Council to consider amendments to the existing LPP 1.10, to realign with the City's other recently reviewed local planning policies and ensure we have up-to-date local planning frameworks to rely upon in development assessment.

STRATEGIC ALIGNMENT

Outcome	3	Sustainable, connected development and transport infrastructure across our City.
	5	Leadership and good governance for the benefit of the whole community.
Objective	3	Sustainable and Connected Development
	3.1	Facilitate enhanced and sustainable urban development and amenity.
	3.2	Deliver sustainable and well-planned infrastructure and public places and spaces.
	3.4	Protect and promote the City's character and heritage.
	5	Good Governance and Leadership
	5.1	Provide transparent and accountable good governance.

BACKGROUND

Local Planning Policy 1.10 – Amenity is used in the assessment of development applications where the consideration of amenity requires more guidance and was last reviewed in August 2019.

To ensure that Local Planning Policies can be relied upon in development assessment and decision making, it is important that they are regularly reviewed and updated through Council process even if minimal or no changes are proposed. Ideally Local Planning Policies are reviewed every 5-years to ensure that they remain relevant.

It should be noted that amenity is a broad term used throughout planning assessments and is a particularly important consideration in the exercise of discretion in both land use permissibility decisions and when a performance assessment is required for the proposed built form.

The policy continues to perform effectively in day-to-day application, with no identified implementation issues. Accordingly, only minor amendments are proposed to provide further clarity regarding the definition of 'amenity' and the expectations for non-residential development within the residential zone.

UNCONFIRMED

OFFICIAL

CONSIDERATION

A review of LPP 1.10 identified minor changes recommended to align with other recent reviews and provide some clarification for implementation. The proposed amendments are as follows:

- Up-front policy purpose and re-ordering front sections to align with other recent policy reviews.
- Inclusion of another policy objective to ensure greater capture of amenity assessment for non-residential development within the residential zone.
- Inclusion of the definition of amenity.
- Inclusion of greater guidance for context analysis content required for an amenity impact statement for non-residential development within the residential zone.
- Inclusion of the Local Planning Strategy as a consideration to be covered by an amenity impact statement.
- Inclusion of greater guidance on how to assess amenity impact to consider future amenity and case law that may be applicable.

The above changes do not materially impact the provisions, their intent or interpretation and therefore may be considered minor in nature and therefore do not require advertising in accordance with Schedule 2 Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

An alternate recommendation is provided should Council see benefit in undertaking community consultation in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

ENGAGEMENT

If the Council resolve to adopt the amended LPP 1.10 and consider the amendments minor in nature, the amended LPP 1.10 will be published as per Schedule 2 Clause 87 of *Planning and Development (Local Planning Schemes) Regulations 2015* to have full weight and effect.

If elected members believe that the amendments proposed are not minor in nature, then the amendments can be advertised as per Schedule 2 Clause 5 and Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of not less than 21 days.

SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications likely to occur as a result of adopting the recommendations of this report.

LEGISLATIVE AND POLICY ALIGNMENT

Under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, a local government may prepare local planning policies on a range of matters relating to planning. A Local Planning Policy must be based on sound town planning principles and may address operational/procedural matters. Where a local planning policy is based on sound town planning principles and is properly prepared and adopted under the provisions of the Regulations, it is to be given due regard in the decision-making process.

UNCONFIRMED

OFFICIAL

It should be noted that proposed changes as part of the *Planning and Development Regulations Amendment (Review of Planning Instruments) Regulations 2025* seek to introduce new provisions relating to the manner and form, purpose, duration, review, and extension of local planning policies. The duration is proposed to be 5-years and therefore regular reviews of Local Planning Policies are likely to become mandatory. This review will reduce future administrative burden on the City.

FINANCIAL IMPLICATIONS

This review has been accommodated within the exiting operational budget.

CONSEQUENCE

The following options are available to Council:

1. Resolve to adopt draft amended LPP 1.10 as recommended as minor amendments and publish in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
2. Make modifications to LPP 1.10 and resolve to adopt draft amended LPP 1.10 as modified by Council as minor amendments and publish in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
3. Resolve that the amendments are not minor in nature and endorse draft amended LPP 1.10 as recommended and advertise in accordance with Schedule 2 Clause 5 and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
4. Make modifications to LPP 1.10 and resolve that the amendments are not minor in nature and endorse draft amended LPP 1.10 and advertise in accordance with Schedule 2 Clause 5 and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
5. Resolve not to proceed with the draft amended LPP 1.10. This would mean that the provisions of the current LPP 1.10 will continue to have effect and apply.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026 the following questions and requests for further information were raised by Elected Members:

Question 1:

In clause 1.3 of the Amenity policy, it states:

> *"The Council may require the submission of an amenity impact statement."*

Should this be the City, because I'm assuming it wouldn't come to Council for a decision about whether an amenity impact statement is required, or would it?

Response to Question 1:

Yes, this has now been amended (see Attachment 1).

UNCONFIRMED

OFFICIAL

Question 2:

In relation to the Amenity policy, can we add some other classifications of non-residential such as aged care?

Response to Question 2:

With aged care it is typically residential, but depending on the context of the facility there may be a higher care component and more staffing requirements, so it is more nuanced to the specifics of the aged care facility.

This amenity statement is a really good guidance, but ultimately if someone is proposing an aged care facility we would be requiring them to address the suitability of that use in the zone as well, and we could definitely point them to this policy accordingly. I do not see any issues with it, but as a non-residential use I wouldn't recommend that it is specified more specifically.

Question 3:

Residential aged care then?

Response to Question 3:

Yes definitely, we would be more than happy to accommodate that. It is something we would be requiring anyway to address the amenity impacts of these types of land uses and how they operate slightly differently from a typical residential land use.

Question 4:

Would that be done administratively or is there a need for some direction from Council next week?

Response to Question 4:

Officers believe we can accommodate that administratively.

Question 5:

With regard to one of the considerations which factors in more future amenity, at 25 Almondbury Road and Infinity 8 apartments, there is a house that has been stuck in between the massive development. The future development of 23 Almondbury Road, cannot develop any further because there is no space to build and nowhere else to go. How will the changes to this policy assist in preventing the future developments?

Response to Question 5:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

Strategic Planning have been researching potential ways to address this issue (stranded land) in relation to the Canning Bridge precinct, and there is a requirement for us to report back to Council once the CBACP outcome from the State Government has been finalised as per the outstanding Council resolution from April 2023. It is a complex matter which this policy is not appropriate to attempt to cover.

UNCONFIRMED

OFFICIAL

Question 6:

That policy as amended, is that going to strengthen or weaken the City or Council's position if a planning decision is challenged at SAT?

Response to Question 6:

It will absolutely strengthen our position. One of the biggest things officers found was not specific enough was in relation to non-residential uses in a residential zone, where amenities are needed to be protected most. As we are seeing with childcare developments and other non-residential developments in the residential zone, we really need to strengthen our policy framework to make it clear to applicants what we expect in terms of amenity outcome and how they need to document and prove that it will not have an adverse impact.

It is definitely seeking to strengthen our position in the SAT, and making reference to our local planning strategy and also directly addressing SAT case law in a similar context will only strengthen our position, especially regarding our expectations on lodgement requirements as well as our defensive position in the SAT if we end up in that context.

Question 7:

When you talk about discretion, will it give officers additional discretion when assessing applications against the R codes as well?

Response to Question 7:

No, it does not seek to increase officers' discretion at all. This policy is very high level, and it is a tool to help us with applicants in establishing the documentation requirements they need to address when seeking discretion. It could be deemed as providing applicants and officers more guidance and making it more specific rather than increasing the discretion and making it more generalised.

UNCONFIRMED

OFFICIAL

UP25/97 Review of Local Planning Policy 3.3 - Exhibition and Display Homes

File Number:	N/A
Responsible Officer:	Director Planning
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. Local Planning Policy 3.3 - Exhibition and Display Homes (Track Changes)

COUNCIL'S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

SUMMARY

- The City continuously reviews and updates Local Planning Policies regularly to ensure that best practice is enacted in relation to planning decision making.
- Local Planning Policy 3.3 – Exhibition and Display Homes (LPP 3.3) currently provides guidance regarding the assessment of this type of non-residential land use which is usually occurs within the residential zone and/or in a residential development. The purpose of the policy is to provide guidance to ensure that the land use is temporary in nature and to ensure the impact is managed accordingly.
- Local Planning Policy 3.3 was last reviewed in October 2019 and continues to operate effectively.
- Only minor administrative amendments are recommended which can be approved by Council without the policy requiring advertising / community consultation as Planning and Development (Local Planning Schemes) Regulations 2015.
- It is recommended that the amendments to LPP 3.3 are approved and subsequently published.

UNCONFIRMED

OFFICIAL

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (UP25/97)

At 9:27pm Cr C Yorke moved, seconded Cr S Hong

That the Council:

1. **Note the proposed amendments to Local Planning Policy 3.3 – Exhibition and Display Homes as being minor in nature as per Schedule 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and therefore do not require advertising; and**
2. **Pursuant to Schedule 2 Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* to adopt the amended Local Planning Policy 3.3 – Exhibition and Display Homes; and**
3. **Publish the amended Local Planning Policy 13.3 – Exhibition and Display Homes as per Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.***

At 9:27pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (10/0)

PURPOSE

The purpose of this report is for the Council to consider amendments to the existing LPP 3.3, to align with the City's other recently reviewed Local Planning Policies and ensure the City has up-to-date local planning frameworks to rely upon in development assessment.

STRATEGIC ALIGNMENT

Outcome	3	Sustainable, connected development and transport infrastructure across our City.
	5	Leadership and good governance for the benefit of the whole community.
Objective	3	Sustainable and Connected Development
	3.1	Facilitate enhanced and sustainable urban development and amenity.
	3.2	Deliver sustainable and well-planned infrastructure and public places and spaces.
	3.4	Protect and promote the City's character and heritage.
	5	Good Governance and Leadership
	5.1	Provide transparent and accountable good governance.

BACKGROUND

Local Planning Policy 3.3 – Exhibition and Display Homes is used in the assessment of this land use in residential buildings such as single houses and apartments and was last reviewed in October 2019.

UNCONFIRMED

OFFICIAL

To ensure that Local Planning Policies can be relied upon in development assessment and decision making, it is important that they are regularly reviewed and updated through Council process even if minimal or no changes are proposed. Ideally Local Planning Policies are reviewed every 5-years to ensure that they remain relevant.

It should note that this policy does not cover display suites but rather residential development that will be temporarily used as an exhibition or display home for a set period of time and then revert to being a residential dwelling upon the cessation of the use.

The policy continues to perform effectively, with no issues identified in its day-to-day implementation.

CONSIDERATION

A review of LPP 3.3 identified only minor changes recommended to align with other recent reviews and provide some clarification for implementation. The proposed amendments are as follows:

- Up-front policy purpose and re-ordering front sections to align with other recent policy reviews.
- Clarification on application of the policy to residential dwellings used temporarily for display or exhibition purposes and not for display suites and offices
- Provision of definitions and abbreviations.
- Clarification on advertising requirements.
- Other minor administrative edits.

The above changes do not materially impact the provisions, their intent or interpretation and therefore may be considered minor in nature and therefore do not require advertising as per Schedule 2 Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Alternate recommendation is provided should Council see benefit in undertaking community consultation in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

ENGAGEMENT

If the Council resolve to adopt the amended LPP 3.3 and consider the amendments minor in nature, the amended LPP 3.3 will be published as per Schedule 2 Clause 87 of *Planning and Development (Local Planning Schemes) Regulations 2015* to have full weight and effect.

If elected members believe that the amendments proposed are not minor in nature, then the amendments can be advertised as per Schedule 2 Clause 5 and Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of not less than 21 days.

SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications likely to occur as a result of adopting the recommendations of this report.

UNCONFIRMED

OFFICIAL

LEGISLATIVE AND POLICY ALIGNMENT

Under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, a local government may prepare local planning policies on a range of matters relating to planning. A local planning policy must be based on sound town planning principles and may address operational/procedural matters. Where a local planning policy is based on sound town planning principles and is properly prepared and adopted under the provisions of the Regulations, it is to be given due regard in the decision-making process.

It should be noted that proposed changes as part of the *Planning and Development Regulations Amendment (Review of Planning Instruments) Regulations 2025* seek to introduce new provisions relating to the manner and form, purpose, duration, review, and extension of local planning policies. The duration is proposed to be 5-years and therefore regular reviews of Local Planning Policies are likely to become mandatory. This review will reduce future administrative burden on the City.

FINANCIAL IMPLICATIONS

This review has been accommodated within the exiting operational budget.

CONSEQUENCE

The following options are available to Council:

1. Resolve to adopt draft amended LPP 3.3 as recommended as minor amendments and publish in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
2. Make modifications to LPP 3.3 and resolve to adopt draft amended LPP 3.3 as modified by Council as minor amendments and publish in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
3. Resolve that the amendments are not minor in nature and endorse draft amended LPP 3.3 as recommended and advertise in accordance with Schedule 2 Clause 5 and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
4. Make modifications to LPP 3.3 and resolve that the amendments are not minor in nature and endorse draft amended LPP 3.3 and advertise in accordance with Schedule 2 Clause 5 and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*
5. Resolve not to proceed with the draft amended LPP 3.3. This would mean that the provisions of the current LPP 3.3 will continue to have effect and apply.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026, there were no questions or requests for information raised in relation to this item.

UNCONFIRMED

OFFICIAL

UP26/102 Review of Local Planning Policy 1.2 - Design Review (Minor Administrative Changes)

File Number:	
Responsible Officer:	Director Planning
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Application Number:	Nil.
Applicant:	Nil.
Owner:	Nil.
Proposal:	Nil.
Attachments:	1. Local Planning Policy 1.2 - Design Review (proposed) ⇩ 2. Local Planning Policy 1.2 - Design Review Panels (current) ⇩ 3. Terms of Reference (12 March 2026)

COUNCIL'S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

SUMMARY

- Following the most recent review of Local Planning Policy 1.2 – Design Review Panels (LPP1.2) in June 2023, the State Government has introduced the Local Government Design Review Manual, produced by the Department of Planning, Lands and Heritage in June 2025. As a result, administrative changes are recommended to LPP1.2 to better align with this manual.
- The Local Government Design Review Manual (manual) provides best-practice guidance for Local Government Design Review Panels in Western Australia. It aims to support consistent, high-quality design outcomes across jurisdictions, aligned with State Planning Policy 7.0 Design of the Built Environment (SPP 7.0)
- Other administrative changes have included an update to the name to the Design Review Group (DRG) to remove any confusion with the Development Assessment Panel. The changes also include updates to increase ease of use of LPP 1.2 and operational efficiency/flexibility of the DRG, clearer outline what does and does not need to be reviewed by the DRG and require the appointment of DRG members by Council (to align with the approach of many other local governments).
- The changes proposed are administrative in nature noting that the policy is procedural and the changes proposed are to align with best practice. Therefore, advertising is not required in accordance with Schedule 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- The recommendation is to endorse the changes to LPP 1.2 as minor as per Schedule 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and adopt the changes to LPP1.2 and publish in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

UNCONFIRMED

OFFICIAL

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (UP26/102)

At 9:28pm Cr D Lim moved, seconded Cr S Green

That the Council:

1. **Endorse the changes to LPP1.2 as minor as per Schedule 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and**
2. **Adopt amended LPP1.2 as recommended; and**
3. **Request administration to publish the amended LPP1.2 in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

At 9:28pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (10/0)

PURPOSE

The purpose of this report is for the Council to consider proposed administrative amendments to LPP 1.2. The amendments proposed are namely to align with the DPLH's Local Government Design Review Manual (which was published in June 2025) and to rename the panel to a Design Review Group to remove any confusion with a Development Assessment Panel.

STRATEGIC ALIGNMENT

Outcome	3	Sustainable, connected development and transport infrastructure across our City.
Objective	3	Sustainable and Connected Development
	3.1	Facilitate enhanced and sustainable urban development and amenity.
	3.3	Plan for urban growth and local commercial activity centres.
	3.4	Protect and promote the City's character and heritage.

BACKGROUND

In June 2025, the DPLH released the Local Government Design Review Policy Manual which provides guidance for Local Government Design Review Panels in Western Australia. It aims to support consistent, high-quality design outcomes aligned with SPP7.0.

This has informed an administrative review of LPP1.2, aimed at aligning LPP1.2 with this manual. During this review, the City has also identified the opportunity to reduce confusion with Development Assessment Panels through renaming to the Design Review Group, improve the policy's ease of use and operational efficiency/flexibility, require the appointment of DRG members by Council to align with the approach of other local governments.

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OFFICIAL

CONSIDERATION

The proposed amendments are outlined below:

- Change of policy name from “Design Review Panel” to “Design Review”
- Inclusion of an upfront purpose, citation and introduction to facilitate easier use and clarify of the intent of the LPP, and to align its formatting with other LPP’s recently reviewed.
- Change in of the “Design Review Panel” to “Design Review Group” to establish a clear delineation between the DRG and Development Assessment Panel (DAP).
- Definitions and abbreviations added for ease of use, clarity, and to align with the City’s other LPPs.
- Updates to membership requirements to align with the DPLH Local Government Design Review Panels Manual to improve the quality of design advice available to applicants and decision makers.
- Provide for appointment of DRG members by Council to align with other local governments and for Council to have greater optics into the expertise of each member.
- Provide for the ability to temporarily extend DRG members term and appoint replacement members at the discretion of the CEO to allow for necessary flexibility and representation.
- Operations section to include reference to a Terms of Reference.
- Operations section to include requirements for the number of reviews required by the DRG for specific developments, and the timing of these reviews to assist in ensuring consistency of the review structure for all proposals.
- Operations section to allow for the DRG Chair to undertake minor reviews of developments where only minor modifications have been made based on initial DRG advice to ensure operational efficiency.
- Introduction of conflict-of-interest consideration for DRG members to ensure that members adequately declare if they have any proximity, financial or impartiality conflict of interest.
- Inclusion of financial reimbursement for DRG members specified within the policy’s terms of reference, with the ability to be updated annual to ensure industry competitiveness.

ENGAGEMENT

No further engagement is proposed as the nature of any changes are administrative in nature to ensure legislative alignment and consistency. This is consistent with Schedule 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

SUSTAINABILITY IMPLICATIONS

There are no direct sustainability implications from the proposed policy amendments.

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LEGISLATIVE AND POLICY ALIGNMENT

Under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, a local government may prepare local planning policies on a range of matters. A local planning policy must be based on sound town planning principles and may address operational matters such as advertising and assessment procedures. Where a local planning policy is based on sound town planning principles and is properly adopted under the provisions of the Regulations, it is to be given due regard in the decision-making process. Amendments are able to be progressed through similar process to creating policies, however minor changes do not require advertising as outlined above.

FINANCIAL IMPLICATIONS

The cost of running a Design Review Group is captured within the operational budget of Statutory Planning which varies depending on the number of items requiring review. The City has a rationalised list of items requiring review and uses a Chair review to reduce costs where practical and ensure operational efficiency.

MDRG members are to be paid per hour (ex GST) for the duration of the meeting, plus up to one hour of preparation per item as per the schedule below as per the City's DRG Terms of Reference.

Hourly Schedule of Rates	**Fee**
Chairperson	$329
Other MDRG Member	$299

The Chairperson will receive an above-standard fee due to the additional responsibility of the role. The rates have been benchmarked with other local government design review panel sitting fees to ensure that we are industry competitive. It is expected that is there is a particular contentious design issue that the Chair will represent the MDRG at a DAP or Council meeting if required. Should a member of the MDRG appear for the City as an expert witness at the State Administrative Tribunal, the member will be paid at a mutually agreed hourly rate consistent with the qualifications, experience and professional status of the member.

CONSEQUENCE

The following options are available to Council:

1. Resolve to adopt amended LPP 1.2 as recommended by administration.
2. Resolve to endorse/adopt amended LPP 1.2 as modified by the Council.
3. Consider the amendments not minor and direct administration to advertise accordingly.
4. Elect not to proceed with the amendments.

It is noted that the DRG member selection proposed will not be impacted by the above.

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026 the following questions and requests for further information were raised by Elected Members:

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Question 1:

How many panel members are sitting on the panel each time it meets?

Response to Question 1:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

The quorum is three panel members, but we aim for four to five members to ensure subject matter expert coverage and consensus. A maximum of six members is permitted.

Question 2:

How many hours do the meetings generally go for?

Response to Question 2:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

There is a maximum of three hours per meeting and maximum of three items per meeting (one hour per item).

Question 3:

How many items would be considered per year?

Response to Question 3:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

In 2025 we had three meetings, one for two items and the other two meetings for the same item. In 2024 we had two meetings, one for two items and one for one item. In addition to these we have also had a couple of 'chair only' reviews for final plans or minor amendments to be reviewed to save the City time/cost in holding a full review meeting.

Question 4:

Are the fees set by us or the State Government?

Response to Question 4:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

The sitting fees are set by us but benchmarked against other local governments to ensure that we are industry competitive and attract/retain appropriately qualified design professionals to our Design Review Group.

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Question 5:

Should there be a dot point in the scope which asks the Design Review Group to, if not adhere to, be mindful of our local planning policies?

Response to Question 5:

The design review process is not to replace the planning assessment process. The Development Approvals team's job is to undertake a planning assessment against the local planning policies, and the Design Review Group is to provide design advice against the ten principles of good design. One of those principles is context, and it is the officers' job to brief them on the level of compliance with planning policies and the planning framework applicable, as well as to guide them on the level of discretion being exercised and how appropriate that discretion may be. Ultimately it is not a decision making group.

It is a panel whose advice helps us as assessing officers when preparing recommendations whilst also helping the determining bodies, be it Council or the Development Assessment Panel, in determining how good design is. As we find in some instances, design can be really good but fails to meet planning requirements, or alternatively it could meet planning requirements but be really poor design. By having both the planning assessment and design review together, it helps decision makers make balanced decisions on the appropriateness of a development.

Question 6:

Would it be useful then to have somewhere in the policy scope that the Design Review Group is to receive advice from your department with regard to context and local planning policies?

Response to Question 6:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

This is outlined within figure 5 of the WAPC's Local Government Design review manual. However, this can be included within the terms of reference that officers are to provide briefing to the panel to outline the local planning framework applicable and any key areas of discretion sought (attached and amendment shown in blue).

Question 7:

If you were not here, would other people know that they are meant to provide the Design Review Group with the appropriate information?

Response to Question 7:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

Yes – this is outlined in figure 5 below. This is standard practice of design review. Please see updated Terms of Reference (Attachment 3) which makes this clarification.

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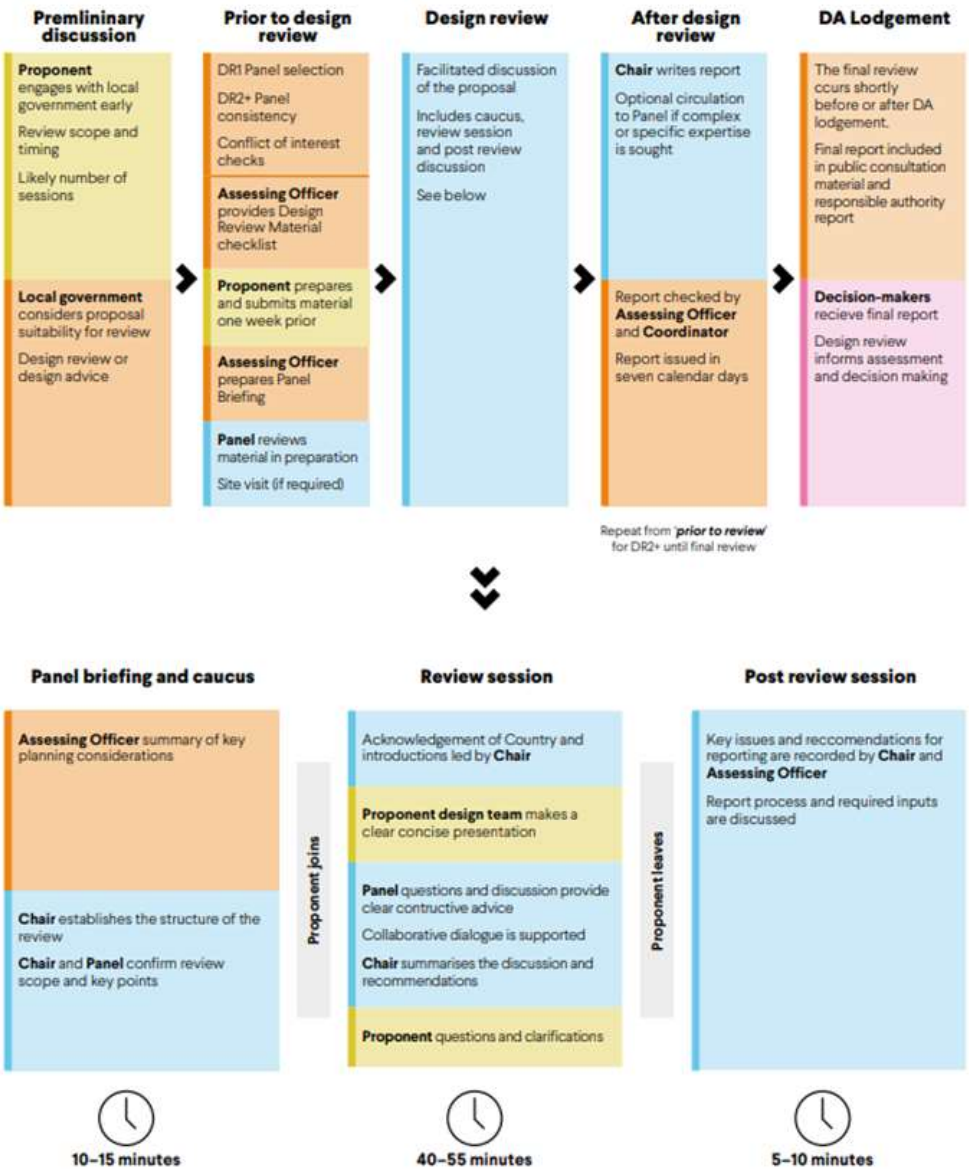

Figure 5 Quick guide to effective design review

Question 8:

With regard to the DRG, it appears to be uncapped as to how often you would refer things to that group. Do you have any idea on how much it is going to potentially cost?

Response to Question 8:

A response to this question was provided at the Agenda Briefing Forum held on Tuesday, 10 March 2026, however an updated response has been received and is provided below.

It is presently accommodated in the operational budget, and it is less than half the cost of employing a planning officer. We have presently budgeted $31,500 for design review annually – this has been reduced from previous years due to reduced number of items and also officers using this service only where absolutely needed. The costs of design review is relatively good value as it provides professional and impartial design advice to decision makers which we otherwise would not have access to. The hours that are allocated to each application is relatively small, so it is supposed to be very high-level advice only.

OFFICIAL

The frame in which we refer applications is very limited and contained within the policy, and we only receive a small number of those types of applications as evidenced by the limited reviews over the last 2 years.

If we needed to exceed our operational budget due to an influx of larger applications, then this would be outlined to elected members through our mid-year and end of year budget reporting processes. We however may have more application income from this influx to try and cover any gap in costs.

Question 9:

Will Council be provided with some sort of semi-regular report on how this cost is going?

Response to Question 9:

This question was taken on notice at the Agenda Briefing Forum held on Tuesday, 10 March 2026, and a response is now provided below.

The City's operational matters are reported to Council through the Statements of Financial Activity every month. These reports are prepared by Corporate Services who may be able to provide more detail upon request. If separate reports were required from Council, then it may be appropriate to align with other advisory groups that the City has such as access, public art assessment and RAP to ensure all terms of references are updated and consistency across the organisation is maintained, along with clear instruction on the content of the reports.

At 9:28pm, Ms K Bainbridge electronically disconnected from the meeting and did not return.

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At 9:29pm, Cr M Woodall returned to the meeting.

At 9:29pm, Mr P Moloney left the meeting and did not return.

At 9:29pm, Mr B Ashwood electronically connected to the meeting.

At 9:30pm, Cr N Robins left the meeting.

UP26/104 Local Planning Scheme 6 Amendment: Additional Use Medical Centre - 729 Canning Highway, Applecross

File Number:	
Responsible Officer:	Acting Director Planning
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. Attachment 1 - Scheme Amendment Report ⇩ 2. Attachment 2 - Traffic Impact Assessment ⇩ 3. Attachment 3 - Acoustic Report

COUNCIL'S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

SUMMARY

- An application has been received proposing to amend Local Planning Scheme No. 6 to apply 'Medical Centre' as an Additional Use to the property at Lot 400 (No.729) Canning Highway, Applecross.
- The site is currently approved for use as consulting rooms for up to two practitioners and the proposed amendment seeks to provide flexibility for use by three or more practitioners.
- The Council is requested to consider whether a scheme amendment process should be initiated.
- The proposed scheme amendment is considered suitable for initiation for the purpose of advertising given the current medical use of the site, results of preliminary advertising and the expected limited impacts on amenity given its location.
- It is recommended that the Council initiate the scheme amendment. Initiation will include referral to the Western Australian Planning Commission for approval to commence advertising.

UNCONFIRMED

OFFICIAL

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (UP26/104)

At 9:28pm Cr C Yorke moved, seconded Cr D Lim

That the Council:

1. **Pursuant to Section 75 of the *Planning and Development Act 2005,* resolves to prepare and initiate Scheme Amendment No. 18 to Local Planning Scheme No. 6 to include an Additional Use of "Medical Centre" for Lot 400 (No. 729) Canning Highway, Applecross.**
2. **Forward the application to the Western Australian Planning Commission seeking approval to advertise the proposed amendment.**
3. **Subject to approval from the Western Australian Planning Commission, authorises the preparation, processing, and public advertising of documentation for the Scheme Amendment in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
4. **Resolve that the amendment is a "standard" amendment under the provisions of the Regulations for the following reasons:**
   - **The amendment aligns the land use with the building's original medical purpose without altering the zoning or density code.**
   - **The scope of the amendment is limited to the subject site.**
   - **The amendment is not expected to result in significant environmental, social, economic, or governance impacts.**
   - **The amendment satisfies the definition of a standard amendment and does not reflect the characteristics of a complex or basic amendment.**
5. **Notes that a further report will be presented to Council at the conclusion of the advertising period to consider submissions and provide recommendations to the Western Australian Planning Commission on whether the proposed amendment should be approved, modified, or refused.**

At 9:31pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (10/0)

UNCONFIRMED

PURPOSE

An application has been received proposing an amendment to Local Planning Scheme 6 (LPS6) to include the use 'Medical Centre' as an Additional Use to the property at 729 Canning Highway, Applecross. The Council is required to determine whether the amendment process should be initiated.

OFFICIAL

STRATEGIC ALIGNMENT

Outcome	1	Healthy, safe and inclusive communities with a sense of belonging and wellbeing.
	2	A clean, green and sustainable City for current and future generations.
	3	Sustainable, connected development and transport infrastructure across our City.
	4	Economic prosperity and vibrant resilient communities and businesses.
Objective	1	Healthy, Safe and Inclusive
	1.1	Facilitate a sense of community, wellbeing, social connection, and participation.
	1.2	Provide a range of inclusive local community services, events and cultural activities.
	1.4	Provide inclusive multipurpose places and facilities to encourage healthy lifestyles and wellbeing.
	2	Clean and Green
	2.2	Sustainable use of resources and adoption of a circular economy approach, optimising waste reduction and resource recovery.
	3	Sustainable and Connected Development
	3.1	Facilitate enhanced and sustainable urban development and amenity.
	3.3	Plan for urban growth and local commercial activity centres.
	4	Vibrant and Prosperous
	4.1	Facilitate vibrant activated local places and centres.
	4.3	Attract investment in strategic locations.
	4.4	Support local business growth and resilience.
	4.5	Facilitate a business friendly experience

BACKGROUND

The subject property is zoned Residential R40 and is currently used as a dental practice. The property has approval to operate as consulting rooms for up to two practitioners. The application seeks an amendment to LPS6 to provide an Additional Use at the property for the purpose of a “Medical Centre”. The proposed amendment would allow the site to be used for more than two practitioners.

The site is 2,178 sqm and comprises a single-storey purpose-built medical centre with associated car parking. Supporting technical assessments have been provided with the Amendment responding to potential impacts on traffic, parking, and neighbouring properties (Attachments 2 and 3).

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Proposed Use and Operations

If approved the proposed amendment would allow for the current use of the site to expand beyond two practitioners. The change to the number of practitioners would be subject to a development application. The applicant has advised the expanded use would comprise:

- Health practitioners: up to five (5)
- Support staff: up to ten (10), including reception, administrative and clinical staff
- Operating hours: Monday–Friday 7 am–6 pm; Saturday 8 am–5 pm; no operation on Sundays or public holidays (Current approved operating hours: Monday–Friday 8 am–6 pm)

Justification provided by applicant (Scheme Amendment Report, Attachment 1)

- No detrimental impact on local amenity
- Aligns land use with original building purpose
- Efficient use of existing infrastructure; site currently underutilised
- Health-related uses established on site since ~2000
- Additional services meet local demand
- No building modifications required; landscaping retained
- Traffic, parking, and noise impacts are minimal and compliant with standards

Parking requirements (addressed in Attachment 2)

- LPP1.6 requires three (3) bays per health consultant and 0.5 bays per staff member, giving a requirement of 23 bays for the proposed use
- Site provides 24 bays, including two ACROD bays, which will be reconfigured to one compliant shared ACROD bay
- Existing bays are 5.5 m × 2.4 m, narrower than the 2.6 m standard;
- Technical Services advise the parking bay widths must comply with current AS 2890.1 standard at DA stage; early advice has been provided to applicant.

Transport and Acoustic Assessments (Attachments 1 and 2)

- Site access unchanged; public transport and pedestrian/cyclist access adequate
- Peak hour traffic expected to increase by ~17 trips; no significant network impacts
- Acoustic report (attachment 3) confirms predicted noise (28–45 dB(A)) below regulatory daytime limits

Main Roads

The application was referred to Main Roads, who raised no objection, subject to DA-stage consideration of access through the consideration of a Transport Impact Assessment.

CONSIDERATION

The Council is requested to consider initiating the proposed scheme amendment to enable commencement of statutory advertising.

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To inform assessment of the application, preliminary community engagement has occurred. Two submissions were received: one in support, subject to building height and parking conditions, and one in opposition, raising concerns regarding traffic, parking, weekend operations, and impacts associated with potential future redevelopment.

The subject property is currently used for consulting room purposes, includes substantial parking areas (24 bays) with all access from Canning Highway. Whilst the proposed scheme amendment would allow for an intensification of the consulting room use, there are options available to manage additional impacts.

It is recommended that the scheme amendment be initiated. Initiation would allow the application to proceed to the formal advertising stage and provide further opportunity to engage with the community. At the conclusion of the advertising stage, a further report would be presented to Council to allow consideration as to whether the application should be recommended for final approval and/or whether conditions should be imposed on the proposed Additional Use .

ENGAGEMENT

The application was subject to preliminary advertising to adjoining and affected landowners. The preliminary advertising phase is an initiative to gauge community feedback on the proposal early in the process and to inform decision making on whether the amendment should be initiated. (A Local Planning Policy, formalising preliminary advertising of scheme amendments is intended to be presented to Council in April 2026.) The proposal was advertised for 21 days with two submissions being received:

- Submission 1 - Opposition: Concerns included potential increases in traffic and parking in nearby streets (particularly Collier Street), Saturday operating hours, and the possibility of future high-rise redevelopment.
- Submission 2- Support: The amendment was supported provided the building height remains unchanged and sufficient on-site parking is maintained.

Officer Response:

The preliminary advertising has identified potential issues regarding parking, traffic, building height and extended operating hours. The characteristics of the site including its location on Canning Highway, current consulting room use and substantial parking provision provide opportunity to manage the items identified. Should the amendment be approved, a development application would be required to formalise use of the site by more than two practitioners. Management of issues associated with scale, traffic, parking, operating hours and general impacts on amenity would be central to the assessment and regulation of a future development application. Building scale, height and setbacks would continue to be managed by the underlying Residential R40 zoning. Preliminary assessment indicates that the anticipated scale of development proposed by the applicant (number of practitioners and operating hours) is manageable in terms of impact on amenity, traffic and parking.

Initiation of the amendment would trigger a statutory advertising phase. This formal advertising period (42 days) would enable greater understanding of community concern and inform further decision making regarding the progress of the amendment.

UNCONFIRMED

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SUSTAINABILITY IMPLICATIONS

The site is well-serviced by public transport along Canning Highway, and the proposal seeks to utilise the existing building and infrastructure, minimising construction waste and resource consumption. The medical centre will provide local community health services, supporting sustainable access to essential facilities.

LEGISLATIVE AND POLICY ALIGNMENT

Amendments to local planning schemes are governed by the *Planning & Development Act 2005* (Part 5) and the *Planning & Development (Local Planning Schemes) Regulations 2015* (Part 5). Upon receiving a scheme amendment application Council is required to decide to either initiate the amendment, not initiate the amendment or modify the amendment prior to initiation. The amendment is also required to be classified as basic, standard or complex.

Should the amendment be initiated, it is forwarded to the Western Australian Planning Commission (WAPC) seeking consent to commence the statutory advertising period. The WAPC may approve the amendment for advertising, require modifications prior to advertising or refuse to approve the amendment for advertising. The amendment will also require referral to the Environmental Protection Authority for environmental review ahead of advertising. For a standard amendment, a 42 day advertising period applies. At the conclusion of the advertising period the Council will be required to consider any submission received and decide to adopt the amendment for final approval, adopt the amendment for final approval with modifications or not adopt the amendment. Council's recommendation is forwarded to the WAPC for consideration. The WAPC will then forward a recommendation to the Minister for Planning who will make a final determination on the application..

FINANCIAL IMPLICATIONS

Assessment of applications for scheme amendments is based on payment of a fee aimed at offsetting costs to the City. A lodgement fee of $1,500 has been received to process this application.

A further fee of $3,500 plus advertising costs will be payable if Council resolves to initiate the amendment.

CONSEQUENCE

The Council may decide not to initiate the proposed amendment. This decision ends the scheme amendment application process and would result in the site remaining a Residential R40 zone. Under current planning approvals, the site could continue to operate as consulting rooms for up to two practitioners.

Should the Council decide not to initiate the amendment, the applicant is able to seek the intervention of the Minister for Planning under Section 76 of the Planning and Development Act 2005. The Minister can order the City to proceed with public advertising and/or adoption of the amendment.

UNCONFIRMED

OFFICIAL

BRIEFING FORUM – FURTHER INFORMATION

At the Agenda Briefing Forum held on Tuesday, 10 March 2026 the following questions and requests for further information were raised by Elected Members:

Question 1:

Is a zoning change proposed or is it just adding an additional use but keeping the zoning the same?

Response to Question 1:

The scheme amendment being sought is to add an additional use of medical centre to the existing base zoning of residential R20. It would remain residential R20 but would have the ability to be used as a medical centre and therefore more than the current restriction of two practitioners.

Question 2:

I imagine there are quite a few of these examples where the zoning is R20 and it might have a committed use of consulting rooms but not a medical centre. Is there going to be any review of where other cases might exist?

Response to Question 2:

The beauty of retaining the residential zoning is that it provides additional control over scale of any operation. To allow more than two practitioners on site does require that scheme amendment process, and the Council would have a high degree of control over that scheme amendment proposal and initiation of such. We would not recommend initiation of additional uses for additional practitioners or medical centre purposes unless the sites were in an appropriate location.

The one on Marmion Street was on the edge of an existing centre, whereas this site has been operating since circa 1999 as medical use. There would be strategic assessment before we would recommend initiating an amendment.

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At 9:31pm, Mr B Ashwood electronically disconnected from the meeting and did not return.

15 MOTIONS WITH PREVIOUS NOTICE

15.1 Notice of Motion - Purchase Property at 80 Kintail Road, Applecross

File Number:	
Related to Item:	Nil.
Elected Member:	Cr Clive Ross
Attachments	1. Officer Advice Note

COUNCIL RESOLUTION

At 9:32pm Cr C Ross moved, seconded Cr G Barber

That the Council grants the CEO delegated authority to make an offer to purchase real property at 80 Kintail Road, Applecross.

At 9:47pm the Presiding Member declared the motion.

LOST (4/7)

Yes (4): Mayor Katy Mair, and Crs Glynis Barber, Clive Ross and Daniel Lim

No (7): Crs Nicole Robins, Jennifer Spanbroek, Matthew Woodall, Soo Hong, Scott Green, George Panayotou and Crawford Yorke

REASONS FOR THE MOTION

1. The property at 80 Kintail Road, Applecross is one of the oldest buildings in Applecross and is a retired Anglican Church which is listed by the City of Melville as a heritage property.
2. The property has a site area of 1012 sqm and sufficient space to construct a memorial garden at the rear while maintaining the main building for other community uses.
3. The Council recently decided to stop providing opportunities for residents to have benches or memorial plaques for loved ones and this site can provide space for over 4,000 memorial plaques on a wall surrounding a memorial garden which could be paid for and used by residents.
4. The sale of the memorial plaques will cover the purchase price and related costs as well as the costs of renovating the existing building, as well as building the wall and the memorial garden.
5. The benefits to the community will be ongoing and the City could recoup all the expenditure from the sale of memorial plaques and all ongoing costs from using the hall for community hire.

At 9:33pm, Cr N Robins returned to the meeting.

At 9:38pm, Cr N Robins left the meeting.

At 9:42pm, Cr N Robins returned to the meeting.

At 9:45pm, Cr K Wheatland electronically connected to the meeting.

At 9:47pm, Cr K Wheatland electronically disconnected from the meeting.

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At 9:48pm, Cr K Wheatland electronically connected to the meeting.

At 9:48pm, the meeting was advised that, in accordance with clause 15.2 of the *City of Melville Local Government (Meeting Procedures) Local Law 2022,* the CEO had received written advice from Cr Robins that she wished to revoke the decision earlier in the meeting to defer to the consideration of Item CD26/57 Adoption of Community Safety Technology Roll-out Plan 2026 & Other Related Matters. Councillors Lim, Hong, Green and Wheatland indicated support for the resolution as required by clause 15.2 (3)(c) of the *City of Melville Local Government (Meeting Procedures) Local Law 2022.*

Notice of Rescission Motion – Deferral of Item CD26/57 Adoption of Community Safety Technology Roll-out Plan 2026-2031 & Other CCTV Related Matters

COUNCIL RESOLUTION

At 9:53pm Cr N Robins moved, seconded Cr D Lim, Cr S Hong, Cr S Green and Cr K Wheatland.

That the Council revoke the decision to defer item CD26/57 Adoption of the Community Safety Technology Roll-out Plan 2026-2031 & Other CCTV Related Matters.

At 9:57pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (7/5)

Yes (7): Crs Nicole Robins, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong, Scott Green and Crawford Yorke

No (5): Mayor Katy Mair, and Crs Glynis Barber, Clive Ross, Jennifer Spanbroek and George Panayotou

At 9:57pm, as the recission motion was carried, the Presiding Member advised that the meeting would return to item CD26/57 Adoption of the Community Safety Technology Roll-out Plan 2026-2031 & Other CCTV Related Matters and agreed to return to the item. During the consideration of the item, the following resolution was carried:

That the Council:

1. Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject to future budget considerations.
2. Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the following amendment to the rebate structure:

   That the Home CCTV Rebate Program commence with a standard rebate of $200 for all eligible installations, with the higher rebate of $500 applying only to applicants who participate in the pilot program and agree to the associated data sharing arrangements once the pilot becomes operational
3. That spending for the Fixed CCTV Roll Out Plan be limited to $1.06m (the estimated cost of Phase I and II identified in the Roll out plan), inclusive of the $700k Commonwealth granted, and approval of a variation to the grant application, removing Applecross Jetty and the Riverside carparks from the grant funding application and replace them with Piney Lakes Winthrop, Wireless Hill in Ardross, Morris Buzzacott Reserve in Kardinya and Harry Buckley Park in Bateman.
4. Adopts the Proposed CCTV Policy; and
5. the City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.

For the full details, please see page 31.

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15.2 Notice of Rescission Motion - Item CD24/41 (17 March 2025)

At 10:08pm, the Presiding Member advised that item 15.2 Notice of Rescission Motion - Item CD24/41 (17 March 2025) would be considered behind closed doors to discuss the confidential statement of impact. Please see page 144.

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16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)

Nil.

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17 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

COUNCIL RESOLUTION

At 10:09pm Cr S Hong moved, seconded Cr S Green

That the Council considers the confidential report(s) listed below behind closed doors in accordance with Section 5.23(2) of the Local Government Act 1995:

C26/368 Update - Disposal 410 Canning Highway, Attadale

15.2 Notice of Rescission Motion - Item CD24/41 (17 March 2025)

At 10:09pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

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15.2 Notice of Rescission Motion - Item CD24/41 (17 March 2025)

File Number:	
Elected Member:	Cr Jennifer Spanbroek
Item No:	CD25/41 Assess the Impacts of Prohibiting Alcohol and Unhealthy Food Advertising on Bus Shelters within the City of Melville
Proposed Motion Name:	Nil.
Attachments	1. Confidential Statement of Impact – Recission Motion – 17 March 2026 – OMC

MOTION

At 10:11pm Cr J Spanbroek moved, seconded Cr C Yorke, Cr M Woodall, Cr N Robins and Cr G Panayotou

That the Council revoke points 4, 5 and 6 of Council Resolution of 17 March 2025, CD24/41 Assess the Impacts of Prohibiting Alcohol and Unhealthy Food Advertising on Bus Shelters within the City of Melville, as follows:

"4. Requests the CEO to priorities the use of the City's free oOh!media digital advertising on bus shelters to support health promotion campaigns.

5. Requests the CEO to consider restrictions in future contracts for the installation and maintenance of bus shelters which prohibit alcohol and unhealthy food advertising.

6. Requests the CEO to include relevant action(s) in the future Healthy Melville Plan (Public Health Plan) to investigate strategies that will limit the exposure of advertising or alcohol and unhealthy food and drink in the City of Melville."

Yes (10): Mayor Katy Mair and Crs Glynis Barber, Nicole Robins, Clive Ross, Jennifer Spanbroek, Matthew Woodall, Soo Hong, Scott Green, George Panayotou and Crawford Yorke

No (2): Crs Karen Wheatland and Daniel Lim

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At 10:25pm, Cr K Wheatland electronically connected to the meeting.

COUNCIL RESOLUTION (15.2)

At 10:11pm Cr J Spanbroek moved, seconded Cr C Yorke, Cr M Woodall, Cr N Robins and Cr G Panayotou

That the Council revoke points 4, 5 and 6 of Council Resolution of 17 March 2025, CD24/41 Assess the Impacts of Prohibiting Alcohol and Unhealthy Food Advertising on Bus Shelters within the City of Melville, as follows:

"4. Requests the CEO to priorities the use of the City's free oOh!media digital advertising on bus shelters to support health promotion campaigns.

5. Requests the CEO to consider restrictions in future contracts for the installation and maintenance of bus shelters which prohibit alcohol and unhealthy food advertising.

6. Requests the CEO to include relevant action(s) in the future Healthy Melville Plan (Public Health Plan) to investigate strategies that will limit the exposure of advertising or alcohol and unhealthy food and drink in the City of Melville."

At 10:34pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (7/5)

Yes (7): Crs Glynis Barber, Nicole Robins, Jennifer Spanbroek, Matthew Woodall, Soo Hong, George Panayotou and Crawford Yorke

No (5): Mayor Katy Mair and Crs Clive Ross, Karen Wheatland, Daniel Lim and Scott Green

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REASONS:

1. The intent of the original motion was to restrict unhealthy food and alcohol from the City's bus shelters.
2. The contract with oOh! Medial commenced on 1 November 2018 and expires on 31 October 2033 and has two (2) five (5) year option periods.
3. As the resolution extends to City owned property this has now caused a greater concern with the sporting clubs. This could have financial implications for the clubs as well as the ratepayer if the clubs were unable to continue sourcing revenue or sponsorship by adverting or serving food such as chips, hot dogs or similar from their canteens.

Note: A rescission motion requires a signature by 1/3rd of the number of offices of members of the Council *Local Government (Administration) Regulations 1996.*

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Submitting Elected Member

Name Jennifer Sparkes Signature

Supporting Elected Member

Name CRAWFORD YORKE Signature

Name Matthew Woodall Signature

Name Nicole Robins Signature

Name George Panayotou Signature

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COUNCIL RESOLUTION

At 10:35pm Cr G Barber moved, seconded Cr G Panayotou

That the Council re-open the meeting to members of the public.

At 10:35pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (12/0)

18 DECISION MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

At 10:37pm, the Presiding Member advised that the following items were considered behind closed doors:

- C26/368 Update - Disposal 410 Canning Highway, Attadale and the officer recommendation was carried; and
- 15.2 Notice of Rescission Motion - Item CD24/41 (17 March 2025) was carried.

19 CLOSURE

There being no further business to discuss, the Presiding Member confirmed that Cr K Wheatland was still in attendance declared the meeting closed at 10:37pm.

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Electoral Reform Discussion Paper

1. Background

1.1. Purpose

The purpose of this discussion paper is to request Council-endorsed Local Government feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

These options have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation. While WALGA has relevant advocacy positions (discussed further below), the purpose of this discussion paper is to undertake early sector engagement to ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

1.2. WALGA existing advocacy positions

1.2.1. Elections

WALGA has established advocacy positions reflecting the sector's support of voluntary voting and elections of half the offices on Council every two years. These advocacy positions are provided in Appendix 1.

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view.

Local Government responses at that time indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position 2.5.16 Elections.

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

In the interim, Advocacy Position 2.5.15 Participation in Local Government Elections was retained, expressing support for voluntary voting with a note that further work was being undertaken.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

A State by State comparison of electoral statistics is provided in Appendix 2.

1.2.2. Election costs

In 2024, WALGA conducted a review of five Local Government biennial election cycles up to and including the 2023 Local Government elections. The review demonstrated significant cost increases and concerns about the lack of transparency in costings provided by the Western Australian Electoral Commission (WAEC).

In September 2024, State Council adopted Advocacy Position 2.5.18 Local Government Elections Analysis 2015-2023, calling for an independent audit of the WAEC's cost allocation methods and the introduction of Service Level Agreements to ensure transparency of costing methodology.

Cost implications are a relevant consideration in assessing the appropriateness of any proposed electoral reform. However, the current lack of transparency in costing methodology makes it impossible to confidently forecast cost impacts.

This discussion paper seeks to identify the factors associated with each reform proposal that may affect election costs. This is further complicated by the interaction of possible reform options and external economic factors.

WALGA has requested that the Department of Local Government, Regulation and Industry Safety (LGIRS) and the Western Australian Electoral Commission, undertake modelling to identify the cost implications of any proposed reforms.

A comparison of available electoral costs data, State by State, is included as Table 4 in Appendix 2.

WALGA has contacted other Local Government associations to ask if they have experienced changes in costs associated with compulsory four-year, all-in all-out, local government elections. As this has been the approach in most jurisdictions for some time, responses were largely unable to address changes in cost.

2. Election Frequency

Current situation

Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four-year terms).

Considerations

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements
- Extraordinary vacancies and backfilling
- Timing and transitional arrangements

Re-election rates

WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included as Table 2 in Appendix 2.

This data suggests that on average, re-elected Council Members make up between 47% and 57% of Council following full spill elections.

By comparing over 700 consecutive ordinary election results, the review identified nine occasions when the membership of Council following an ordinary election was 100% different from the Council following the previous ordinary election. However, four of these local governments held mid-term extraordinary elections, meaning the changes in membership occurred over two or more elections within a four-year period.

Costs

In one respect, a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The WAEC uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of a change in election frequency may also vary between Local Governments.

Questions

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?

3. Compulsory or Voluntary Voting

Current situation

Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

Considerations

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

Participation rates

A comparison of available participation data is included as Table 3 in Appendix 1.

Costs

The WAEC uses expected participation rates to inform quotations for the conduct of elections. It is likely that an increased participation rate would increase election costs through higher reply-paid charges and increased staffing for the count. However, in-person elections become more cost effective than postal elections at higher participation rates.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of compulsory voting may also be different for each Local Government depending on their current participation rates and methods for holding elections, and whether these would change significantly.

Tasmania implemented compulsory voting in Local Government elections in 2022. Local Government Association Tasmania (LGAT) advised that this resulted in reasonably significant cost increases. The Tasmanian Electoral Commission reported a $9.32 per elector cost for the first compulsory Local Government elections in 2022, a 35% increase from $6.92 in 2018. An analysis of the factors contributing to this increase is not available and it may be challenging to draw direct comparisons between Tasmania and WA.

It is likely that the cost impact of compulsory voting would be moderated if elections also transition to a 4 yearly cycle.

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Questions

5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
7. What are the key considerations informing this view?
8. Any other comments?

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Appendix 1- WALGA Elections Advocacy Positions

2.5.15 Participation in Local Government Elections

Position Statement	The Local Government sector supports voluntary participation in Local Government elections. *Noting that State Council at its 6 December 2024 State Council meeting resolved that the WALGA Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.*
Background	Voluntary participation in Local Government elections is a long-established position of the Local Government sector, and was confirmed as a result of sector feedback received during the Local Government reform process.
State Council Resolution	December 2024 - 090.5/2024 February 2022 – 312.1/2022 December 2020 – 142.6/2020 March 2019 – 06.3/2019 December 2017 – 121.6/2017 October 2008 – 427.5/2008
Supporting Documents	Advocacy Positions for a New Local Government Act WALGA submission: Local Government Reform Proposal (February 2022)

2.5.16 Elections

Position Statement	The Local Government sector supports: 1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election. 2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections. 3. First-Past-The-Post (FPTP) voting system for internal Council elections.

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4. Councils holding elections by means of in-person, postal and/or electronic voting.
5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.

Background

The sector positions on Local Government elections have been long-established. This was confirmed as a result of sector feedback received during the Local Government reform process.

Following the 2023 Local Government Elections where legislative reforms to Local Government elections processes were first implemented, sector wide consultation was conducted on key elements of the elections advocacy positions to determine if they accurately reflected the sector's contemporary view.

State Council Resolution

December 2024 - 091.5/2024

February 2022 – 312.1/2022

December 2020 – 142.6/2020

March 2019 – 06.3/2019

December 2017 – 121.6/2017

October 2008 – 427.5/2008

2.5.18 Local Government Elections Analysis 2015-2023

Position Statement

That WALGA advocate to the State Government:

1. For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) service delivery and cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.
2. For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:
   a. transparency of costing methodology,
   b. direct engagement with Local Governments pre and post elections, and
   c. the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.

3. For a review of the legislative framework that would allow for more than one election services provider to conduct Local Government elections.
4. For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.

Background	A comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia was carried out by WALGA. With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost and reduced service level of conducting Local Government elections in Western Australia. Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the position outlined above.
State Council Resolution	September 2024 - 065.4/2024

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Appendix 2 - Election Statistics

The data in the following tables is derived from publicly available reports issued by the respective State Electoral Commissions for the elections they conducted. The different content and format of reporting in each jurisdiction can make direct comparisons challenging.

Table 1: Comparative overview

Jurisdiction	Compulsory/optional voting	Frequency	Postal/In Person
Western Australia	Optional	Half spill every 2 years	Postal or in person
South Australia	Optional	Full spill every 4 years.	Postal.
Northern Territory	Compulsory	Full spill every 4 years	Postal or in person.
Queensland	Compulsory	Full spill every 4 years.	Postal or in person.
New South Wales	Compulsory	Full spill every 4 years.	In person.
Victoria	Compulsory	Full spill every 4 years.	Postal
Tasmania	Compulsory	Full spill every 4 years.	Postal

Table 2: Average percentage of returning Council Members (at individual Council level)

States with full spills only. Calculated using publicly reported ordinary election results including elections conducted by private providers.

State	Most recent election year Average % of Council Members who were Council Members the previous term	Previous election year Average % of Council Members who were Council Members the previous term
Queensland	2024 47%	2021 49%
New South Wales	2024 54%	2021 49%
Victoria	2024 46%	2020 47%
South Australia	2022 57%	2018 48%
Tasmania	2022 53%	2018 54%

Table 3: Percentage of all elected candidates who were returning Council Members (at State level)

States with full spills only. Official state level percentage reported by electoral commissions for elections they conducted.

State	Most recent election year % of returning Council Members	Previous election year % of returning Council Members
Queensland	2024 43.2%	2021 46.0%
New South Wales	2021 56.8%	2016/17 (amalgamations) 60.6%
Victoria	2024 43.0%	2020 51.9%
South Australia	2022 50.0%	2018 55.3%
Tasmania	2022 46.0%	2018 48.0%

Table 4: Election participation rates

State	Election Year	Election Year	Election Year
WA	2023 31.2%	2021 30.2%	2019 29.1%
NSW	2024 84.54%	2021 *(2020 postponed)* 83.56%	2016/2017 (*amalgamations)* 2017: 79.58% 2016: 79.27%
NT	2025 *Official report not yet available.*	2021 61.3%	2017 58.5%
QLD	2024 82.31%	2020 *(COVID impacted)* 77.71%	2016 83.04%
SA	2022 32.9%	2018 31.6%	2014 31.99%
TAS	2022 *(First election with compulsory voting)* 84.79%	2018 58.72%	2014 54.58%
VIC	2024 81.46%	2020 81.47%	2016 72.15%

Table 5: Election costs

Election costs invoiced to Local Governments.

State	Election Year	Election Year	Election Year
WA	2023 *postal elections only* $5.17 per elector 1,763,392 electors (115 districts)	2021 *postal elections only* $4.06 per elector 1,727,712 electors (92 districts)	2019 *postal elections only* $3.70 per elector 1,619,431 electors (86 districts)
NSW	2024 $55.67million 5,242,086 electors (125 councils)	2021 $46million *(budgeted)* 4,838,137 electors (122 councils)	2016/2017 2017 $19.17 million 2.73 million electors (45 councils) 2016 $14.11 million 1.97million electors (76 councils)
NT	2025 NA	2021 $1,864,193 142,546 electors	2017 $1,593,775 133,927 electors
SA	2022 $8.93million (ex GST) $6.93 per elector (ex GST)	2018 $6.57million (ex GST) $5.41 per elector (ex GST)	2014 $4.36million (ex GST) $3.77 per elector (ex GST)
TAS	2022 *voting became compulsory* $9.32 per elector 410,975 electors	2018 $6.92 per elector 356,810 electors	2014 *first all-in all-out* $5.59 per elector 375,355 electors

Note: Data in this table is taken from reports published by the relevant Electoral Commissions. Due to differences in the ways electoral costs are apportioned, a per elector cost is only provided if it was reported. Data for QLD and VIC is not clearly discernible in Election Reports, and therefore not presented in this table.

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City of Melville

Code of Conduct
Council Members, Committee Members and Candidates

Document Owner:	Last Review Date: 17 March 2026
Director Legal, Governance and Risk	

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Division 1 – Preliminary provisions

1. Citation

This is the *City of Melville Code of Conduct for Council Members, Committee Members and Candidates*.

2. Terms used

(1) In this code —

Act means the *Local Government Act 1995*;
candidate means a candidate for election to council;
complaint means a breach complaint made under clause 11(1) to the Inspector or referred to the Inspector in accordance with Part 8A of the Act;
Inspector *means the person holding officer of the Local Government Inspector established in accordance with the Act.*
publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 – General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

3A Referral of complaint to Inspector (Act s.105(3)

For the purposes of section 5.105(3) of the Act, a complaint must be referred to the Inspector if the person who is the subject of the complaint has, on at least 2 previous occasions, been found under a local government's code of conduct (as defined in section 8A.2(1) of the Act) to have committed, on or after 1 January 2026, a behavioural breach.

4. Personal integrity

(1) A council member, committee member or candidate should -

(a) act with reasonable care and diligence; and
(b) act with honesty and integrity; and
(c) act lawfully; and
(d) identify and appropriately manage any conflict of interest; and
(e) avoid damage to the reputation of the local government.

(2) A council member or committee member should -
(a) act in accordance with the trust placed in council members and committee members; and
(b) participate in decision-making in an honest, fair, impartial and timely manner; and
(c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
(d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

(1) A council member, committee member or candidate should —
(a) treat others with respect, courtesy and fairness; and
(b) respect and value diversity in the community.

(2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should -
(a) base decisions on relevant and factually correct information; and
(b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
(c) read all agenda papers given to them in relation to council or committee meetings; and
(d) be open and accountable to, and represent, the community in the district.

Division 3 – Behaviour

7. Overview of Division

This Division sets out —
(a) requirements relating to the behaviour of council members, committee members and candidates; and
(b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

(1) A council member, committee member or candidate -
(a) must ensure that their use of social media and other forms of communication complies with this code; and
(b) must only publish material that is factually correct.

(2) A council member or committee member —
(a) must not be impaired by alcohol or drugs in the performance of their official duties; and
(b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —
(a) must not bully or harass another person in any way; and
(b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
(c) must not use offensive or derogatory language when referring to another person; and
(d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and

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(e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate -

(a) must not act in an abusive or threatening manner towards another person; and
(b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
(c) must not repeatedly disrupt the meeting; and
(d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
(e) must comply with any direction given by the person presiding at the meeting; and
(f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

(1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.

(2) A complaint must be made —
  (a) in writing in the form approved by the local government, which is the form published by the Inspector; and
  (b) to the Inspector, or a person authorised under subclause (3); and
  (c) within 1 month after the occurrence of the alleged breach.

(3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

(4) A complaint must be dealt with under clauses 12 to 15 unless –
  (a) the complaint is referred to the Inspector in accordance with subclause (5); and
  (b) the Inspector refers the complaint to be dealt with under Part 8A Division 5 of the Act.

  Note for this subclause: See section 5.105(1) of the Act.

(5) If the Local Government *(Model Code of Conduct) Regulations* 2021 regulation 3A applies to a complaint, a person authorised under subclause (3) must refer the complaint to the Inspector under section 5.105(3) of the Act.

(6) A complaint must also be dealt with under clauses 12 to 15 if the Inspector refers the complaint to the local government under the *Local Government (Local Government Inspector) Regulations 2025* regulation 6.

12. Dealing with complaint

(1) After receiving a complaint referred to the local government by the Inspector, the local government must consider ~~a~~ the complaint ~~the local government must~~, and unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

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(2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.

(3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

(4) If the local government makes a finding that the alleged breach has occurred, the local government may -
(a) take no further action; or
(b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.

(5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.

(6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
(a) engage in mediation;
(b) undertake counselling;
(c) undertake training;
(d) take other action the local government considers appropriate.

(7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of -
(a) its finding and the reasons for its finding; and
(b) if its finding is that the alleged breach has occurred - its decision under subclause (4).

13. Dismissal of complaint

(1) The local government must dismiss a complaint if it is satisfied that -
(a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
(b) either -
(i) the behaviour was dealt with by the person presiding at the meeting;
or
(ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.

(2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

(1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.

(2) The withdrawal of a complaint must be -
(a) in writing; and
(b) given to a person authorised under clause 11(3).

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City of Melville

14A Appointment of monitor

(1) The Inspector may appoint a monitor for the local government to assist the local government to deal with matters raised by a complaint.

(2) If the Inspector appoints a monitor –

(a) the Inspector may direct the local government to defer further dealing with the complaint until the monitor reports to the Inspector on the outcome of the monitoring assignment; and

(b) the local government must comply with the direction.

14B. Performance of local government's functions under cl. 12 and 13

(1) The local government's functions under clauses 12 and 13 must be performed by the council.

(2) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a committee of the council comprising council members only to perform a function for and on behalf of the local government.

(3) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a person who is none of the following to perform a function for and on behalf of the local government -

(a) a member of the council of any local government;

(b) a member of the governing body of any regional subsidiary;

(c) an employee of any local government or regional subsidiary;

(d) an employee of WALGA or the Local Government Professionals Australia (WA);

(e) a member of the governing body of, or an employee of, a body corporate the activities of which are, wholly or partly, advocating or otherwise acting for, or on behalf of, 1 or more of the following –

(i) local governments;

(ii) members of councils;

(iii) employees of local governments.

(4) A resolution made under subclause (3) must include the following –

(a) a statement to the effect that the council is satisfied that the person being authorised is suitably qualified and experienced to perform the function;

(b) an explanation as to why the council is satisfied as referred to in paragraph (a);

(c) a statement to the effect that the council is satisfied that the person being authorised is impartial and has no close association with any member of the council or any employee of the local government.

(5) Nothing in this clause prevents an employee of the local government from providing, in relation to the performance of a function, any advice or other assistance to the council, a committee authorised under subclause (2) or a person authorised under subclause (3).

15. Other provisions about complaints

(1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.

(2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

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City of Melville

Division 4 - Rules of conduct

Notes for this Division:

1. Under section ~~5.105(1)~~ 8A.3(1) of the Act a council member commits a ~~minor~~ conduct breach if the council member contravenes a rule of conduct. ~~This~~ Section 8A.3(2) of the Act extends this to the contravention of a rule of conduct that occurred when the council member was a candidate.
2. A ~~minor~~ conduct breach is dealt with ~~by a standards panel~~ under section Part 8A Division 5~~.110~~ of the Act.

16. Overview of Division

(1) This Division sets out rules of conduct for council members and candidates.

(2) A reference in this Division to a council member includes a council member when acting as a committee member.

(3)

17. Misuse of local government resources

(1) In this clause -

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes -

(a) local government property; and

(b) services provided, or paid for, by a local government.

(2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

(1) A council member must not make improper use of their office -

(a) to gain, directly or indirectly, an advantage for the council member or any other person; or

(b) to cause detriment to the local government or any other person.

(2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or The Criminal Code section 83.

19. Prohibition against involvement in administration

(1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.

(2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

(1) In this clause -

local government employee means a person -

(a) employed by a local government under section 5.36(1) of the Act; or

(b) engaged by a local government under a contract for services.

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(2) A council member or candidate must not -
(a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
(b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
(c) act in an abusive or threatening manner towards a local government employee.

(3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

(4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
(a) make a statement that a local government employee is incompetent or dishonest; or
(b) use an offensive or objectionable expression when referring to a local government employee.

(5) Subclause (4)(a) does not apply to conduct that is unlawful under The Criminal Code Chapter XXXV.

21. Disclosure of information

(1) In this clause —

closed meeting

(a) means a part of a council or committee~~, or a part of a council or committee meeting~~ that is closed to members of the public under section 5.23(2), (3) or (4) of the Act; and

(b) includes a council or committee meeting held before 1 January 2026, or a part of a council or committee meeting held before 1 January 2026, that was closed to members of the public under section 5.23(2) of the Act as in force before 1 January 2026;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

(2) A council member must not disclose information that the council member -
(a) derived from a confidential document; or
(b) acquired at a closed meeting other than information derived from a non-confidential document.

(3) Subclause (2) does not prevent a council member from disclosing information —
(a) at a closed meeting; or
(b) to the extent specified by the council and subject to such other conditions as the council determines; or
(c) that is already in the public domain; or
(d) to an officer of the Department; or
(e) to the Minister; or
(f) to a legal practitioner for the purpose of obtaining legal advice; or
(g) if the disclosure is required or permitted by law.

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22. Disclosure of interests

(1) In this clause —

Interest -

(a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and

(b) includes an interest arising from kinship, friendship or membership of an association.

(2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest -

(a) in a written notice given to the CEO before the meeting; or

(b) at the meeting immediately before the matter is discussed.

(3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.

(4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know –

(a) that they had an interest in the matter; or

(b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.

(5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then -

(a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and

(b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.

(6) Subclause (7) applies in relation to an interest if -

(a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or

(b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.

(7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

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References that may be applicable to this Policy

Legislative Requirements:	*Local Government Act 1995* *Local Government (Administration) Regulations 1996* *Local Government (Model Code of Conduct Elected Members) Regulations 2021*
Procedure, Process Maps, Work Instructions:	Not applicable
Other Plans, Frameworks, Documents Applicable to Policy:	City of Melville Governance Framework,
Delegated Authority No:	Not applicable

CREATION/ REVISION AUTHORITY		**Item No.**
Ordinary Meeting of Council	03/05/2021	M21/5836
Reviews		
Ordinary Meeting of Council	17/03/2026	X26/XXX

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City of Melville

LISTING OF PAYMENTS MADE UNDER DELEGATED AUTHORITY

FOR THE PERIOD OF JANUARY 2026

PRESENTED TO THE ORDINARY MEETING OF COUNCIL TO BE HELD ON 17 MARCH 2026

ITEM C19/6001

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Over $25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6979	**1300 TEMPFENCE READY INDUUSTRIES PTY LTD T/AS**			**$**	**339.31**
.6979	Temporary fencing	23/01/2026	E135464	$	339.31
.9646	**366 SOLUTIONS PTY LTD**			**$**	**10,725.00**
.9646	IT technical services	23/01/2026	E135509	$	3,025.00
.9646	IT technical services	30/01/2026	E135680	$	7,700.00
.7359	**AARO GROUP PTY LTD**			**$**	**15,807.47**
.7359	Drainage services	15/01/2026	E135194	$	15,807.47
.0366	**ABAXA WH LOCATION SERVICES PTY LTD T/AS**			**$**	**20,523.16**
.0366	Underground Service Location	30/01/2026	E135565	$	20,523.16
.5032	**ABORIGINAL PRODUCTIONS AND PROMOTIONS THE RICHARD WALLEY FAMILY TRUST T/AS**			**$**	**3,410.00**
.5032	Entertainers	15/01/2026	E135131	$	550.00
.5032	Entertainers	30/01/2026	E135610	$	2,860.00
.4888	**ACTION GLASS & ALUMINIUM**			**$**	**1,093.98**
.4888	Glazing supplies and services	30/01/2026	E135609	$	1,093.98
:0011	**ACTION OHS CONSULTING PTY LTD**			**$**	**4,180.00**
:0011	Business and management consulting and services	30/01/2026	E135700	$	4,180.00
.6926	**ACURIX NETWORKS PTY LTD**			**$**	**654.50**
.6926	Telecommunication services	23/01/2026	E135462	$	654.50
.4456	**ADVANCE PRESS (2013) PTY LTD**			**$**	**1,463.00**
.4456	Outsourced printing	15/01/2026	E135126	$	759.00
.4456	Outsourced printing	23/01/2026	E135422	$	517.00
.4456	Outsourced printing	30/01/2026	E135607	$	187.00
.5719	**ADVANTEERING CIVIL ENGINEERS DB CUNNINGHAM PTY LTD T/AS**			**$**	**367,081.52**
.5719	Engineering consulting services - Majestic Boardwalk	9/01/2026	E135055	$	209,707.51
.5719	Engineering consulting services - Majestic Boardwalk	23/01/2026	E135438	$	157,374.01
.9048	**ADVERTISING - MARKETFORCE SUBSIDARY OF OMNICOM**			**$**	**8,327.87**

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9048	Marketing and communication services	15/01/2026	E135229	$	8,327.87
.6855	**AIR LIQUIDE AUSTRALIA LIMITED**			**$**	**1,203.40**
.6855	Gas	23/01/2026	E135459	$	1,203.40
.7444	**AIR LIQUIDE HEALTHCARE PTY LTD**			**$**	**109.50**
.7444	Workplace health and safety services	23/01/2026	E135476	$	109.50
.9520	**ALEX THORPE ALEXANDER JOHN THORPE T/AS**			**$**	**402.00**
.9520	Community events	23/01/2026	E135506	$	402.00
.2330	**ALINTA ENERGY ALINTA SALES PTY LTD T/AS**			**$**	**894.90**
.2330	Gas	15/01/2026	E135097	$	894.90
.3350	**ALL GARDENING SERVICES SCHNITTER, JOCHANAN SHANOAH T/AS**			**$**	**450.00**
.3350	Landscaping services and supplies	23/01/2026	E135409	$	225.00
.3350	Landscaping services and supplies	30/01/2026	E135588	$	225.00
.9412	**ALLFLOW INDUSTRIAL AUSTRALIA PTY LTD**			**$**	**2,521.20**
.9412	Water treatment services	30/01/2026	E135676	$	2,521.20
.3806	**ALS LIBRARY SERVICES PTY LTD**			**$**	**4,744.43**
.3806	Library Expenses	30/01/2026	E135595	$	4,096.38
.3806	Library Expenses	15/01/2026	E135116	$	648.05
.7395	**ALSCO FRESH AND CLEAN ALSCO PTY LIMITED T/AS**			**$**	**455.56**
.7395	Hygiene services	15/01/2026	E135195	$	212.66
.7395	Hygiene services	23/01/2026	E135474	$	242.90
.6088	**ALYKA PTY LTD**			**$**	**29,612.00**
.6088	Website expenses	15/01/2026	E135146	$	11,330.00
.6088	Website expenses	23/01/2026	E135441	$	14,899.50
.6088	Website expenses	30/01/2026	E135620	$	3,382.50
.9653	**AMAZON WEB SERVICES AUSTRALIA PTY LTD**			**$**	**14,961.01**
.9653	IT technical services	23/01/2026	E135510	$	14,961.01
.2755	**AMBIUS RENTOKIL INITIAL RENTOKIL INITIAL PTY LTD T/AS**			**$**	**2,369.70**

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.2755	Facilities management services	15/01/2026	E135100	$	1,882.84
.2755	Facilities management services	23/01/2026	E135405	$	243.43
.2755	Facilities management services	30/01/2026	E135583	$	243.43
.9049	**AMCS AUSTRALIA PTY LTD**			**$**	**6,887.61**
.9049	IT software/licensing and maintenance	15/01/2026	E135230	$	6,887.61
.7052	**AMPED DIGITAL AMPED IT PTY LTD T/AS**			**$**	**4,361.50**
.7052	Marketing materials and promotional items	30/01/2026	E135647	$	4,361.50
.3016	**AMPOL PETROLEUM DISTRIBUTORS PTY LTD**			**$**	**1,933.76**
.3016	Fuel	30/01/2026	E135584	$	1,933.76
.9130	**ANDREW SCOTT GREEN COUNCILLOR**			**$**	**3,248.32**
.9130	Councillor expenses	15/01/2026	E135237	$	3,248.32
.6113	**ANIMAL PEST MANAGEMENT SERVICES THE TRUSTEE FOR BUTCHER FAMILY TRUST T/AS**			**$**	**1,760.00**
.6113	Animal management and pound expenses	15/01/2026	E135147	$	1,760.00
.8329	**ANNA RICHARDSON**			**$**	**39.38**
.8329	Artists and artworks	23/01/2026	E135487	$	39.38
.8783	**AQUA L'EAU AUSTRALIA PTY LTD**			**$**	**181.50**
.8783	Plumbing maintenance supplies and services	15/01/2026	E135226	$	181.50
.5333	**AQUAMONIX PTY LTD**			**$**	**9,675.05**
.5333	Irrigation and watering systems	15/01/2026	E135135	$	2,980.45
.5333	Irrigation and watering systems	30/01/2026	E135613	$	6,694.60
.9081	**ARBOR CENTRE GROUP PTY LTD**			**$**	**30,426.00**
.9081	Environmental consultancy services	15/01/2026	E135234	$	30,426.00
.9260	**ARBOR URBAN PTY LTD**			**$**	**14,630.00**
.9260	Arborists and tree services	15/01/2026	E135247	$	8,580.00
.9260	Arborists and tree services	23/01/2026	E135502	$	4,488.00
.9260	Arborists and tree services	30/01/2026	E135673	$	1,562.00
.7422	**ARCHAE-AUS PTY LTD**			**$**	**211.51**

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.7422	Other consulting services	23/01/2026	E135475	$	211.51
.8287	**ARNOWA ARNOWA PTY LTD T/AS**			**$**	**20,354.40**
.8287	IT technical services	15/01/2026	E135214	$	20,354.40
.3739	**ART INSTALL LUMINARE PTY LTD T/AS**			**$**	**2,919.40**
.3739	Artists and artworks	15/01/2026	E135115	$	1,375.00
.3739	Artists and artworks	23/01/2026	E135412	$	1,544.40
.4313	**ASPHALTECH PTY LTD**			**$**	**905,912.32**
.4313	Roads and paving supplies - asphalt and bitumen	30/01/2026	E135605	$	905,912.32
.8197	**ATTADALE GARDEN BAGS THE TRUSTEE FOR BOWDEN FAMILY TRUST T/AS**			**$**	**220.00**
.8197	Waste collection and disposal	15/01/2026	E135212	$	110.00
.8197	Waste collection and disposal	30/01/2026	E135659	$	110.00
.6797	**ATTURRA BUSINESS APPLICATIONS GALAXY 42 PTY LTD T/AS**			**$**	**2,035.00**
.6797	Training services	23/01/2026	E135456	$	2,035.00
.3723	**AURION CORPORATION PTY LTD**			**$**	**9,744.11**
.3723	IT software/licensing and maintenance	30/01/2026	E135594	$	9,744.11
.9034	**AUSSIE NATURAL SPRING WATER WEST COAST SPRING WATER PTY LTD T/AS**			**$**	**54.15**
.9034	Office equipment	30/01/2026	E135665	$	54.15
.5138	**AUST WEST AUTO ELECTRICAL PTY LTD**			**$**	**12,561.57**
.5138	Vehicle Repairs and Maintenance	23/01/2026	E135429	$	5,556.04
.5138	Vehicle Repairs and Maintenance	30/01/2026	E135611	$	7,005.53
.1523	**AUSTRALIA POST PERTH**			**$**	**21,991.12**
.1523	Postage	15/01/2026	E135088	$	18,628.00
.1523	Postage	23/01/2026	E135392	$	2,398.69
.1523	Postage	30/01/2026	E135578	$	964.43
.1804	**AUSTRALIAN HVAC SERVICES AUSTRALIAN HVAC SERVICES PTY LTD T/AS**			**$**	**45,004.52**
.1804	Air conditioning maintenance and services	15/01/2026	E135090	$	14,511.50
.1804	Air conditioning maintenance and services	23/01/2026	E135394	$	10,764.74
.1804	Air conditioning maintenance and services	30/01/2026	E135580	$	19,728.28

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.1303	**AUSTRALIAN INSTITUTE OF COMPANY DIRECTORS**			**$**	**9,267.50**
.1303	Memberships	15/01/2026	E135083	$	9,267.50
.5968	**AVELING TONY AVELING & ASSOCIATES PTY LTD T/AS**			**$**	**4,830.72**
.5968	External training courses	15/01/2026	E135143	$	4,830.72
.6272	**BALSHAWS FLORIST ATF E.J BALSHAW & M.D BALSHAW & Z.F BALSHAW & B.M GIBB T/AS**			**$**	**256.00**
.6272	Flowers and gifts and awards	15/01/2026	E135150	$	256.00
.6652	**BCE SURVEYING PTY LTD**			**$**	**27,170.00**
.6652	Surveyors	23/01/2026	E135450	$	24,035.00
.6652	Surveyors	30/01/2026	E135636	$	3,135.00
.5661	**BEACON EQUIPMENT BEPASSEY NOMINEES PTY LTD T/AS**			**$**	**16,106.05**
.5661	General hardware and tools	15/01/2026	E135140	$	2,440.05
.5661	General hardware and tools	23/01/2026	E135437	$	532.00
.5661	General hardware and tools	30/01/2026	E135618	$	13,134.00
.3098	**BEE ADVICE NEWCOMBE, MICHAEL ROY T/AS**			**$**	**200.00**
.3098	Animal management and pound expenses	15/01/2026	E135104	$	200.00
.2096	**BENERIN ELECTRICAL SERVICES BENERIN (2004) PTY LTD T/AS**			**$**	**1,320.00**
.2096	Building construction materials and services	15/01/2026	E135094	$	495.00
.2096	Building construction materials and services	23/01/2026	E135397	$	825.00
.6556	**BIN BATH BIN BATH CORPORATION PTY LTD T/AS**			**$**	**440.33**
.6556	Waste expenses	15/01/2026	E135163	$	172.81
.6556	Waste expenses	30/01/2026	E135633	$	267.52
.9888	**BING TECHNOLOGIES PTY LIMITED**			**$**	**8,210.96**
.9888	IT and telecommunications expenses	15/01/2026	E135279	$	8,210.96
.9248	**BINLEY FENCING THE TRUSTEE FOR FOXFISH TRUST T/AS**			**$**	**2,040.20**
.9248	Temporary fencing	30/01/2026	E135672	$	2,040.20
.9721	**BIZZARE BLUE EUNICE EUGENIA ROBLESS T/AS**			**$**	**600.00**
.9721	Community events	15/01/2026	E135267	$	600.00

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9999	**BLACKOUT X PTY LTD**			**$**	**528.00**
.9999	Plant maintenance	30/01/2026	E135697	$	528.00
.0027	**BLACKWOODS J BLACKWOOD & SON PTY LTD T/AS**			**$**	**863.55**
.0027	General hardware and tools	15/01/2026	E135059	$	863.55
.9630	**BLUECOAST CONSULTING ENGINEERS PTY LTD**			**$**	**20,460.00**
.9630	Engineering consulting services	15/01/2026	E135264	$	20,460.00
.7243	**BO WONG PHOTOGRAPHY BO WONG T/AS**			**$**	**3,410.00**
.7243	Library Expenses	23/01/2026	E135470	$	3,410.00
.0187	**BORAL CONSTRUCTION MATERIALS GROUP LTD**			**$**	**3,183.77**
.0187	Pavement construction and streetscape services	30/01/2026	E135560	$	545.79
.0187	Pavement construction and streetscape services	15/01/2026	E135063	$	2,637.98
.2988	**BOWDEN TREE CONSULTANCY THE TRUSTEE FOR BOWDEN FAMILY TRUST T/AS**			**$**	**4,950.00**
.2988	Consulting services	15/01/2026	E135103	$	4,950.00
.1075	**BOYA EQUIPMENT PTY LTD**			**$**	**746.19**
.1075	Plant maintenance	15/01/2026	E135076	$	746.19
.4708	**BRIDGESTONE AUSTRALIA LTD.**			**$**	**29,392.77**
.4708	Tyres	30/01/2026	E135608	$	28,243.49
.4708	Tyres	23/01/2026	E135424	$	1,149.28
.6739	**BRIGHTMARK GROUP PTY LTD**			**$**	**75,120.44**
.6739	Commercial cleaning	15/01/2026	E135170	$	29,396.41
.6739	Commercial cleaning	23/01/2026	E135454	$	23,146.20
.6739	Commercial cleaning	30/01/2026	E135638	$	22,577.83
.0399	**BRITESHINE CLEANING SERVICES BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD T/AS**			**$**	**9,514.55**
.0399	Commercial cleaning	30/01/2026	E135567	$	6,790.95
.0399	Commercial cleaning	23/01/2026	E135377	$	2,723.60
.6998	**BROWNES DAIRY BROWNES FOODS OPERATIONS PTY LIMITED T/AS**			**$**	**1,014.78**
.6998	Staff supplies	15/01/2026	E135181	$	138.33

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6998	Staff supplies	30/01/2026	E135645	$	876.45
.9933	**BRYN IWAN ROGERS**			**$**	**667.00**
.9933	Promotional videos	23/01/2026	E135522	$	667.00
.9835	**BUG BUSTERS THE TRUSTEE FOR BUGBUSTERS UNIT TRUST T/AS**			**$**	**792.00**
.9835	Pest & Weed Control	15/01/2026	E135276	$	550.00
.9835	Pest & Weed Control	23/01/2026	E135517	$	242.00
9995	**BUILDING COMMISSION DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND T/AS**			**$**	**124,055.85**
9995	Regulatory fees and government charges	13/01/2026	E135056	$	44,591.42
9995	Regulatory fees and government charges	14/01/2026	E135057	$	79,464.43
.0036	**BUNNINGS GROUP LIMITED**			**$**	**3,213.88**
.0036	Building construction materials and services	23/01/2026	E135373	$	3,005.25
.0036	Building construction materials and services	30/01/2026	E135556	$	208.63
.6627	**C&H SWEEPING PINESHORE HOLDINGS PTY LTD T/AS**			**$**	**385.00**
.6627	Street sweeping services	15/01/2026	E135166	$	385.00
.2234	**CAM MANAGEMENT SOLUTIONS**			**$**	**66,286.00**
.2234	IT software/licensing and maintenance	23/01/2026	E135399	$	66,286.00
.5240	**CAPRAL LTD**			**$**	**2,381.50**
.5240	Other signage and sign writing	15/01/2026	E135134	$	2,381.50
.7201	**CAR CARE ROCKINGHAM MARIO BAELI T/AS**			**$**	**3,520.00**
.7201	Cars - Fleet cleaning	23/01/2026	E135468	$	1,690.00
.7201	Cars - Fleet cleaning	30/01/2026	E135649	$	1,830.00
.9911	**CARABINER ARCHITECTS PTY LTD**			**$**	**4,950.00**
.9911	Architectural and design services	15/01/2026	E135285	$	4,950.00
.7265	**CARDIA BIOPLASTICS CARDIA BIOPLASTICS (AUSTRALIA) PTY LTD T/AS**			**$**	**84,348.00**
.7265	Waste expenses	30/01/2026	E135650	$	84,348.00
.8124	**CARLA ADAMS ADAMS, CARLA MELITA**			**$**	**81.00**
.8124	Artists and artworks	15/01/2026	E135211	$	22.50

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.8124	Artists and artworks	23/01/2026	E135484	$	58.50
.8214	**CASSANDRA EDWARDS CREATIVE EDWARDS, CASSANDRA MARY**			**$**	**3,850.00**
.8214	Photography	15/01/2026	E135213	$	3,850.00
.4419	**CATHY DAY COM EMPLOYEE**			**$**	**45.00**
.4419	Staff reimbursements	23/01/2026	E135420	$	45.00
.7269	**CDM AUSTRALIA PTY LTD**			**$**	**59,396.52**
.7269	IT and telecommunications expenses	15/01/2026	E135190	$	29,698.26
.7269	IT and telecommunications expenses	23/01/2026	E135472	$	29,698.26
.5529	**CHOICEONE PTY LTD**			**$**	**53,701.50**
.5529	Temporary labour	15/01/2026	E135139	$	29,105.82
.5529	Temporary labour	23/01/2026	E135435	$	15,997.09
.5529	Temporary labour	30/01/2026	E135616	$	8,598.59
.0957	**CITY OF GOSNELLS**			**$**	**14,683.95**
.0957	Local Government - Long Service Leave	15/01/2026	E135071	$	14,683.95
.1277	**CITY OF SOUTH PERTH**			**$**	**1,026.60**
.1277	Local Government - Cat Management	15/01/2026	E135082	$	1,026.60
.0315	**CITY OF SUBIACO**			**$**	**12,094.31**
.0315	Local Government - Long Service Leave	30/01/2026	E135564	$	12,094.31
.9337	**CIVIL PRODUCTS WA ASCENTION PROPERTIES PTY LTD T/AS**			**$**	**2,442.00**
.9337	Traffic facilities	15/01/2026	E135252	$	2,442.00
.8114	**CLAIRE KROUZECKY KROUZECKY, CLAIRE ELISE T/AS**			**$**	**199.63**
.8114	Artists and artworks	30/01/2026	E135658	$	199.63
.9666	**CLARE ANNA WOHLNICK**			**$**	**1,500.00**
.9666	Artists and artworks	30/01/2026	E135682	$	1,500.00
.0391	**CLEANAWAY CO PTY LTD**			**$**	**1,816.71**
.0391	Waste collection and disposal	30/01/2026	E135566	$	1,816.71

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.7962	**CLIVE ROSS COUNCILLOR**			**$**	**3,248.32**
.7962	Councillor expenses	15/01/2026	E135208	$	3,248.32
.0754	**COCKBURN CEMENT LIMITED**			**$**	**1,047.20**
.0754	Building construction materials and services	30/01/2026	E135570	$	1,047.20
.4110	**COMMERCIAL & INDUSTRIAL MOWING D.J LUCKIN & T.M LUCKIN T/AS**			**$**	**10,230.00**
.4110	Mowing and slashing services	15/01/2026	E135119	$	9,130.00
.4110	Mowing and slashing services	30/01/2026	E135599	$	1,100.00
.4441	**COMMERCIAL AQUATICS AUSTRALIA PTY LTD**			**$**	**1,028.50**
.4441	Swimming pool costs	15/01/2026	E135125	$	1,028.50
.9192	**COMMERCIAL PEST MANAGEMENT SERVICES PTY LTD**			**$**	**3,881.00**
.9192	Pest & Weed Control	15/01/2026	E135244	$	1,225.50
.9192	Pest & Weed Control	23/01/2026	E135500	$	880.00
.9192	Pest & Weed Control	30/01/2026	E135671	$	1,775.50
.7074	**COMPLETE OFFICE SUPPLIES**			**$**	**16,225.43**
.7074	Stationery	15/01/2026	E135186	$	16,225.43
.3935	**CONTRA-FLOW PTY LTD**			**$**	**302,360.43**
.3935	Traffic control services	15/01/2026	E135117	$	40,954.47
.3935	Traffic control services	23/01/2026	E135414	$	229,285.34
.3935	Traffic control services	30/01/2026	E135597	$	32,120.62
.0275	**COUNCIL ON THE AGEING WA INC**			**$**	**600.00**
.0275	Memberships	30/01/2026	E135562	$	600.00
.7250	**COUNTRY CLUB INTERNATIONAL PTY LTD**			**$**	**344.30**
.7250	Sport and recreation equipment	23/01/2026	E135471	$	344.30
.6831	**COVS GPC ASIA PACIFIC T/AS**			**$**	**10,505.72**
.6831	Plant purchase/Parts	15/01/2026	E135174	$	9,737.92
.6831	Plant purchase/Parts	30/01/2026	E135640	$	767.80
.9951	**CRAWFORD GUY YORKE (ELECTED MEMBER)**			**$**	**3,248.32**
.9951	Councillor expenses	15/01/2026	E135292	$	3,248.32

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.7859	**CS LEGAL THE PIER GROUP PTY LTD T/AS**			**$**	**5,670.82**
.7859	Debt collection services	15/01/2026	E135205	$	2,491.77
.7859	Debt collection services	30/01/2026	E135656	$	3,179.05
.4409	**CUMMINS ENGINE CO PTY LTD CUMMINS SOUTH PACIFIC PTY LTD T/AS**			**$**	**321.76**
.4409	Plant maintenance	30/01/2026	E135606	$	321.76
.9849	**DAN MURPHY'S ENDEAVOUR GROUP LIMITED T/AS**			**$**	**766.70**
.9849	Catering services and supplies	15/01/2026	E135277	$	145.80
.9849	Catering services and supplies	23/01/2026	E135518	$	470.05
.9849	Catering services and supplies	30/01/2026	E135689	$	150.85
.4645	**DANIYELA OLDS COM EMPLOYEE**			**$**	**888.00**
.4645	Staff reimbursements	15/01/2026	E135128	$	888.00
.2131	**DATA#3 LIMITED**			**$**	**101,274.67**
.2131	IT software/licensing and maintenance	15/01/2026	E135095	$	9,844.59
.2131	IT software/licensing and maintenance	23/01/2026	E135398	$	91,430.08
.8608	**DAVID GOLF & ENGINEERING PTY LTD**			**$**	**3,131.70**
.8608	Sport and recreation equipment	15/01/2026	E135223	$	3,131.70
.9992	**DELTA ROOFING DELTA FABRICATION PTY LTD T/As Delta Roofing**			**$**	**1,782.00**
.9992	Building construction materials and services	30/01/2026	E135696	$	1,782.00
.4051	**DEPARTMENT OF FIRE AND EMERGENCY SERVICES**			**$**	**1,232,283.62**
.4051	Regulatory fees and government charges	15/01/2026	E135118	$	473,618.77
.4051	Regulatory fees and government charges	23/01/2026	E135415	$	758,664.85
.1918	**DEPARTMENT OF TRANSPORT WA**			**$**	**190.80**
.1918	Vehicle Searches	15/01/2026	E135092	$	190.80
.8141	**DETAIL MARKETING COMMUNICATIONS PTY LTD DETAIL MARKETING & COMMUNICATIONS PTY LTD T/AS**			**$**	**6,600.00**
.8141	Marketing and communication services	23/01/2026	E135485	$	6,600.00
.4256	**DIRECT COFFEE SUPPLIES PTY LTD**			**$**	**2,250.00**
.4256	Catering services and supplies	30/01/2026	E135601	$	2,250.00

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9756	**DMC CLEANING THE TRUSTEE FOR PANICH FAMILY TRUST T/A**			**$**	**10,205.39**
.9756	Commercial cleaning	15/01/2026	E135268	$	7,187.39
.9756	Commercial cleaning	23/01/2026	E135513	$	3,018.00
.9216	**DO NOT USE - EMMA DAISY PHOTOGRAPHY STOKES, EMMA LOUISE T/AS**			**$**	**15.00**
.9216	Photography	23/01/2026	E135501	$	15.00
.6698	**DO NOT USE NEVILLE JOSEPH COLLARD**			**$**	**500.00**
.6698	Community events	23/01/2026	E135453	$	500.00
.6541	**DONOVAN PAYNE ARCHITECTS (A)POD PTY LTD T/AS**			**$**	**25,031.60**
.6541	Architectural and design services	15/01/2026	E135162	$	13,458.50
.6541	Architectural and design services	30/01/2026	E135632	$	11,573.10
.3459	**DOWNER EDI WORKS PTY LTD**			**$**	**703.69**
.3459	Roads and paving supplies - asphalt and bitumen	30/01/2026	E135590	$	703.69
.6693	**DOWSING GROUP PTY LTD**			**$**	**155,778.23**
.6693	Roads and paving supplies - quarry products and rubble	15/01/2026	E135168	$	63,091.11
.6693	Roads and paving supplies - quarry products and rubble	23/01/2026	E135452	$	64,150.30
.6693	Roads and paving supplies - quarry products and rubble	30/01/2026	E135637	$	28,536.82
.8474	**DP STAMPALIA STAMPALIA, DARREN PHILLIP & DP EARTHMOVING WA T/AS**			**$**	**7,524.00**
.8474	Plant hire	15/01/2026	E135220	$	7,524.00
.3309	**DRAINFLOW SERVICES PTY LTD**			**$**	**114,647.82**
.3309	Drainage services	15/01/2026	E135107	$	93,843.92
.3309	Drainage services	30/01/2026	E135587	$	20,803.90
.6794	**DURACRAFT ACCIDENT REPAIR CENTRE DURACRAFT PTY LTD T/AS**			**$**	**1,250.00**
.6794	Vehicle Repairs and Maintenance	15/01/2026	E135171	$	1,250.00
.0986	**E & MJ ROSHER PTY LTD**			**$**	**350.90**
.0986	Plant purchase/Parts	15/01/2026	E135072	$	350.90
.9822	**ECO RESOURCES THE TRUSTEE FOR KINGFISHER ASSET TRUST T/AS**			**$**	**3,354.24**
.9822	Waste collection and disposal	15/01/2026	E135274	$	3,354.24

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.7816	**ECOBLUE INTERNATIONAL ECOLBLUE INTERNATIONAL PTY LTD ATF ECOBLUE UNIT TRUST**			**$**	**332.06**
.7816	Fuel	15/01/2026	E135204	$	332.06
.8907	**EGC CONSULTANTS CHAN, GALLANT WAI CHEUK T/AS**			**$**	**2,475.00**
.8907	Engineering consulting services	15/01/2026	E135227	$	2,475.00
.6230	**ELITE LOCK SERVICE PERTH SECURITY SOLUTIONS ATF SIMS FAMILY TRUST T/AS**			**$**	**4,614.86**
.6230	Locksmith supplies and services	15/01/2026	E135149	$	2,034.01
.6230	Locksmith supplies and services	23/01/2026	E135442	$	1,574.38
.6230	Locksmith supplies and services	30/01/2026	E135624	$	1,006.47
.7101	**ELLIOTTS FILTRATION ELLIOTTS IRRIGATION PTY LTD T/AS**			**$**	**649.00**
.7101	Irrigation and watering systems	15/01/2026	E135187	$	649.00
.1380	**EMSO MAINTENANCE CRAB CLAW HOLDINGS P/L ATF EMSO INVESTMENT TRUST T/AS**			**$**	**81,953.38**
.1380	Building construction materials and services	15/01/2026	E135085	$	63,028.05
.1380	Building construction materials and services	23/01/2026	E135388	$	638.00
.1380	Building construction materials and services	30/01/2026	E135576	$	18,287.33
.0091	**ENGINE PROTECTION EQUIPMENT**			**$**	**5,658.87**
.0091	Vehicle Repairs and Maintenance	15/01/2026	E135060	$	4,127.68
.0091	Vehicle Repairs and Maintenance	30/01/2026	E135557	$	1,531.19
.7316	**ENSIGN SERVICES (AUST.) PTY. LTD**			**$**	**231.53**
.7316	Laundering and dry cleaning	15/01/2026	E135192	$	231.53
0032	**ENVELOPE AUDIO PTY LTD**			**$**	**5,049.00**
0032	Event equipment hire	30/01/2026	E135702	$	5,049.00
.9136	**ENVIRONMENTAL INDUSTRIES PTY LTD**			**$**	**62,562.23**
.9136	Landscaping services and supplies	15/01/2026	E135238	$	2,059.14
.9136	Landscaping services and supplies	23/01/2026	E135498	$	60,503.09
.9332	**ENVIROPATH PTY LTD**			**$**	**26,115.85**
.9332	Street sweeping services	15/01/2026	E135251	$	26,115.85
.7227	**ERIN COATES**			**$**	**33.75**

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.7227	Library Expenses	23/01/2026	E135469	$	33.75
.9541	**EV CHARGING SYSTEMS PTY LTD**			**$**	**4,366.01**
.9541	Electrical and lighting maintenance supplies and services	15/01/2026	E135260	$	4,366.01
.9829	**EVOTEC SERVICES PTY LTD**			**$**	**55,000.00**
.9829	Electrical and lighting maintenance supplies and services	15/01/2026	E135275	$	55,000.00
.9140	**F E TECHNOLOGIES PTY LTD**			**$**	**21,271.25**
.9140	Electronic Equipment	15/01/2026	E135240	$	21,271.25
.9963	**FACILITA CONSULTING**			**$**	**15,592.50**
.9963	Business and management consulting and services	15/01/2026	E135296	$	15,592.50
.0531	**FEDEX EXPRESS AUSTRALIA PTY LTD**			**$**	**2,590.88**
.0531	Courier	23/01/2026	E135379	$	1,793.12
.0531	Courier	15/01/2026	E135066	$	797.76
.9956	**FIRST 5 MINUTES PTY LTD**			**$**	**8,672.40**
.9956	Workplace health and safety services	15/01/2026	E135293	$	1,084.05
.9956	Workplace health and safety services	23/01/2026	E135524	$	7,588.35
.4426	**FLEET COMMERCIAL GYMNASIUMS PTY LTD**			**$**	**264.00**
.4426	Sport and recreation equipment	23/01/2026	E135421	$	264.00
.7335	**FLEET FITNESS O'SHAUGHNESSY FAMILY TRUST T/AS**			**$**	**264.00**
.7335	Sport and recreation equipment	30/01/2026	E135651	$	264.00
.8338	**FLEXI STAFF FLEXI STAFF GROUP PTY LTD**			**$**	**23,199.75**
.8338	Temporary labour	15/01/2026	E135215	$	16,530.67
.8338	Temporary labour	23/01/2026	E135488	$	4,237.64
.8338	Temporary labour	30/01/2026	E135660	$	2,431.44
.9632	**FN FOCUS PTY LTD**			**$**	**14,520.00**
.9632	Community events	15/01/2026	E135265	$	14,520.00
.9386	**FOODBANK OF WESTERN AUSTRALIA INC**			**$**	**711.04**
.9386	Community events	15/01/2026	E135254	$	711.04

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9758	**FORLANO DESIGN PENELOPE FORLANO T/AS**			**$**	**26.25**
.9758	Artists and artworks	23/01/2026	E135514	$	26.25
.8606	**FORPARK AUSTRALIA 4PARK PTY LTD T/AS**			**$**	**75,570.00**
.8606	Playground equipment and maintenance	15/01/2026	E135222	$	75,570.00
.5369	**FOXTEL**			**$**	**350.00**
.5369	Cloud services	15/01/2026	E135136	$	350.00
.9787	**FRANCESCANO PAINTING PTY LTD**			**$**	**18,636.20**
.9787	Painting supplies and services	30/01/2026	E135686	$	18,636.20
.7340	**FREMANTLE BIENNALE**			**$**	**49,500.00**
.7340	Artists and artworks	15/01/2026	E135193	$	49,500.00
.9559	**FREMANTLE PA HIRE TRAVERS ENTERPRISES PTY LTD T/AS**			**$**	**3,837.46**
.9559	Event equipment hire	15/01/2026	E135261	$	3,837.46
.8623	**FRONT RUNNER AVL PTY LTD**			**$**	**3,063.83**
.8623	Community events	30/01/2026	E135664	$	3,063.83
.9905	**FUEL SWAP PTY LTD**			**$**	**597.51**
.9905	Fuel	15/01/2026	E135283	$	597.51
.7757	**FURNITURE OPTIONS PTY LTD**			**$**	**3,075.60**
.7757	Furniture and Fit Out	30/01/2026	E135655	$	3,075.60
.3121	**GARRARDS PTY LTD**			**$**	**1,209.55**
.3121	Animal management and pound expenses	15/01/2026	E135106	$	1,006.67
.3121	Animal management and pound expenses	30/01/2026	E135586	$	202.88
.9962	**GEORGE ANTHONY PANAYOTOU**			**$**	**3,248.32**
.9962	Councillor expenses	15/01/2026	E135295	$	3,248.32
.6824	**GFG TEMP ASSIST GLENN FLOOD GROUP PTY LTD T/AS**			**$**	**24,012.70**
.6824	Temporary labour	15/01/2026	E135173	$	19,791.74
.6824	Temporary labour	23/01/2026	E135458	$	4,220.96

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.0508	**GLENN SWIFT SWIFT, GLENN BARRIE T/AS**			**$**	**1,720.00**
.0508	MCH and children services supplies and toys	15/01/2026	E135065	$	1,720.00
.9072	**GLOBAL MARINE ENCLOSURES PTY LTD**			**$**	**4,510.00**
.9072	Outdoor furniture and shades and exercise equipment	15/01/2026	E135232	$	4,510.00
.7017	**GLYNIS BARBER COUNCILLOR**			**$**	**3,248.32**
.7017	Councillor expenses	15/01/2026	E135183	$	3,248.32
.5101	**GRAFFITI SYSTEMS AUSTRALIA THE TRUSTEE FOR ROBTHOR UNIT TRUST T/AS**			**$**	**3,821.66**
.5101	Graffiti removal services	15/01/2026	E135132	$	3,821.66
.8453	**GRANDSTAND AGENCY GRANDSTAND VENTURES PTY LTD T/AS**			**$**	**1,210.00**
.8453	Entertainers	15/01/2026	E135219	$	1,210.00
.9190	**GRASSTREES AUSTRALIA GRASSTREES AUSTRALIA (WA) PTY LTD T/AS**			**$**	**3,074.50**
.9190	Landscaping services and supplies	30/01/2026	E135670	$	3,074.50
.6874	**GREENHOUSE DESIGN STUDIOS ASHLEY JANE GREENHOUGH T/AS**			**$**	**8,208.50**
.6874	Marketing and communication services	15/01/2026	E135176	$	3,203.50
.6874	Marketing and communication services	23/01/2026	E135460	$	4,745.00
.6874	Marketing and communication services	30/01/2026	E135641	$	260.00
.7002	**HAMES SHARLEY (WA) PTY LTD**			**$**	**15,087.05**
.7002	Architectural and design services	15/01/2026	E135182	$	5,173.30
.7002	Architectural and design services	23/01/2026	E135465	$	9,913.75
.7756	**HANSON CONSTRUCTION MATERIALS PTY LTD**			**$**	**2,307.45**
.7756	Building construction materials and services	23/01/2026	E135480	$	2,307.45
.4312	**HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LTD**			**$**	**114,977.32**
.4312	Temporary labour	15/01/2026	E135123	$	68,923.61
.4312	Temporary labour	23/01/2026	E135418	$	14,388.19
.4312	Temporary labour	30/01/2026	E135604	$	31,665.52
.9718	**HAZE TECHNICAL PTY LTD**			**$**	**10,170.64**
.9718	Business and management consulting and services	23/01/2026	E135511	$	10,170.64

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9772	**HELLWEG PTY LTD**			**$**	**2,256.10**
.9772	Uniforms and corporate wardrobe	30/01/2026	E135685	$	2,256.10
.9214	**HFM ASSET MANAGEMENT PTY LTD**			**$**	**22,495.00**
.9214	Business and management consulting and services	15/01/2026	E135246	$	22,495.00
.5109	**HI TECH SPORTS PTY LTD**			**$**	**1,261.21**
.5109	Sport and recreation equipment	23/01/2026	E135426	$	1,261.21
.7810	**HILTON HARVEST COMMUNITY GARDEN INC**			**$**	**5,000.00**
.7810	Park maintenance charges	23/01/2026	E135481	$	5,000.00
.1642	**HINDS SAND SUPPLIES**			**$**	**679.80**
.1642	Building construction materials and services	15/01/2026	E135089	$	679.80
.6705	**HODGE COLLARD PRESTON ARCHITECTS HODGE COLLARD PRESTON UNIT TRUST T/AS**			**$**	**4,573.25**
.6705	Architectural and design services	15/01/2026	E135169	$	4,573.25
.5489	**HORIZON WEST LANDSCAPE & IRRIGATION PTY LTD**			**$**	**99,404.58**
.5489	Irrigation and watering systems	15/01/2026	E135138	$	84,455.58
.5489	Irrigation and watering systems	23/01/2026	E135434	$	9,867.00
.5489	Irrigation and watering systems	30/01/2026	E135615	$	5,082.00
.9062	**HYDROQUIP PUMPS & IRRIGATION PTY LTD**			**$**	**104,225.00**
.9062	Irrigation and watering systems	15/01/2026	E135231	$	103,653.00
.9062	Irrigation and watering systems	23/01/2026	E135496	$	572.00
.6282	**HYLAND MANAGEMENT & CONTRACTORS PTY LTD**			**$**	**7,381.00**
.6282	Architectural and design services	15/01/2026	E135153	$	7,381.00
.9964	**INBODY OCEANIA PTY LTD**			**$**	**11,495.00**
.9964	Sport and recreation equipment	15/01/2026	E135297	$	11,495.00
.0114	**INDUSTRIAL PROTECTIVE PRODUCTS (WA) JELLOR PTY LTD T/AS**			**$**	**5,333.91**
.0114	General hardware and tools	15/01/2026	E135061	$	4,352.65
.0114	General hardware and tools	23/01/2026	E135374	$	565.90
.0114	General hardware and tools	30/01/2026	E135558	$	415.36

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6016	**INDUSTRIAL RECRUITMENT PARTNERS IRP PTY LTD T/AS**			**$**	**16,843.20**
.6016	Temporary labour	15/01/2026	E135144	$	9,857.10
.6016	Temporary labour	23/01/2026	E135439	$	2,137.30
.6016	Temporary labour	30/01/2026	E135619	$	4,848.80
.0009	**INITIAL HYGIENE SOLUTIONS RENTOKIL INITIAL PTY LTD T/AS**			**$**	**3,220.07**
.0009	Hygiene services	30/01/2026	E135555	$	1,178.85
.0009	Hygiene services	23/01/2026	E135372	$	299.89
.0009	Hygiene services	15/01/2026	E135058	$	1,741.33
.6615	**INSTANT TOILETS & SHOWERS INSTANT PRODUCTS HIRE T/AS**			**$**	**406.60**
.6615	Event equipment hire	23/01/2026	E135448	$	60.50
.6615	Event equipment hire	30/01/2026	E135635	$	346.10
.5166	**INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA - WESTERN INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA - WA T/AS**			**$**	**2,915.00**
.5166	Traffic control services	23/01/2026	E135430	$	2,915.00
.9114	**INTEGRITY SAMPLING (WA) ADY ANADI PTY LTD T/AS**			**$**	**907.50**
.9114	Workplace health and safety services	23/01/2026	E135497	$	605.00
.9114	Workplace health and safety services	30/01/2026	E135668	$	302.50
.4326	**INTELIFE GROUP LIMITED**			**$**	**1,863.06**
.4326	Commercial cleaning	15/01/2026	E135124	$	272.38
.4326	Commercial cleaning	23/01/2026	E135419	$	1,590.68
.9869	**INTERACTWA PTY LTD**			**$**	**2,057.00**
.9869	External training courses	30/01/2026	E135691	$	2,057.00
.0469	**INTERSPORT ARMANDO SPORTS ARMANDO'S SPORTS UNIT TRUST T/AS**			**$**	**999.98**
.0469	Sport and recreation equipment	23/01/2026	E135378	$	999.98
.9649	**IRREX LISA SEMMENS T/AS**			**$**	**13,101.00**
.9649	Irrigation and watering systems	30/01/2026	E135681	$	13,101.00
.3846	**JACKSONS DRAWING SUPPLIES PTY LTD**			**$**	**1,500.00**
.3846	Office and workplace supplies	30/01/2026	E135596	$	1,500.00

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.5119	**JANA BRADDOCK COM EMPLOYEE**			**$**	**251.25**
.5119	Staff reimbursements	23/01/2026	E135427	$	251.25
.8644	**JANDAKOT ACCIDENT REPAIR CENTRE FALMAC PTY LTD T/AS**			**$**	**1,250.00**
.8644	Vehicle Repairs and Maintenance	15/01/2026	E135224	$	1,250.00
.9073	**JANE LOUISE HEBITON**			**$**	**200.00**
.9073	Artists and artworks	15/01/2026	E135233	$	200.00
.1849	**JANET ARMAREGO COM EMPLOYEE**			**$**	**26.25**
.1849	Staff reimbursements	15/01/2026	E135091	$	26.25
.2068	**JBA SURVEYS BUSHTREK PTY LTD**			**$**	**3,080.00**
.2068	Surveyors	23/01/2026	E135395	$	3,080.00
.5542	**JCB CONSTRUCTION EQUIPMENT AUSTRALIA CFC HOLDINGS PTY LTD T/AS**			**$**	**1,109.72**
.5542	Plant purchase/Parts	23/01/2026	E135436	$	1,109.72
.7971	**JENNIFER SPANBROEK COUNCILLOR**			**$**	**3,248.32**
.7971	Councillor expenses	15/01/2026	E135209	$	3,248.32
.8585	**JESSEE LEE JOHNS**			**$**	**1,760.00**
.8585	Artists and artworks	23/01/2026	E135491	$	1,760.00
.9920	**JO HOCKING CONSULTING**			**$**	**200.00**
.9920	Public relations	15/01/2026	E135287	$	200.00
.9986	**JODIE MARIE RILEY**			**$**	**10,000.00**
.9986	Artists and artworks	23/01/2026	E135526	$	10,000.00
.9600	**JOHN LE CRAS & ASSOCIATES PTY LTD**			**$**	**12,357.00**
.9600	Public relations	15/01/2026	E135263	$	12,357.00
.1490	**JONAS LEISURE PTY LTD**			**$**	**335.50**
.1490	IT software/licensing and maintenance	23/01/2026	E135391	$	335.50
.9891	**JULIAN JOHN PEET**			**$**	**1,600.00**
.9891	Entertainers	15/01/2026	E135281	$	1,600.00

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.8546	**JULUWARLU GROUP ABORIGINAL CORPORATION**			**$**	**265.50**
.8546	Artists and artworks	15/01/2026	E135221	$	67.50
.8546	Artists and artworks	23/01/2026	E135490	$	198.00
.6279	**KAREN WHEATLAND COUNCILLOR**			**$**	**3,248.32**
.6279	Councillor expenses	15/01/2026	E135151	$	3,248.32
.2898	**KATHERINE MAIR COUNCILLOR**			**$**	**9,803.95**
.2898	Councillor expenses	15/01/2026	E135101	$	9,803.95
.6394	**KENNARDS HIRE PTY LTD**			**$**	**300.00**
.6394	Event equipment hire	15/01/2026	E135157	$	300.00
.9915	**KILMORE GROUP PTY LTD**			**$**	**171,632.31**
.9915	Karoonda Reserve Changerooms - Refurbishment	23/01/2026	E135520	$	171,632.31
.6770	**KLEENIT PTY LTD**			**$**	**4,197.93**
.6770	Graffiti removal services	23/01/2026	E135455	$	1,469.93
.6770	Graffiti removal services	30/01/2026	E135639	$	2,728.00
.7292	**LAMINAR CAPITAL PTY. LTD**			**$**	**1,100.00**
.7292	Accounting and financial services	15/01/2026	E135191	$	550.00
.7292	Accounting and financial services	23/01/2026	E135473	$	550.00
.1115	**LANDGATE WESTERN AUSTRALIA LAND INFORMATION AUTHORITY T/AS**			**$**	**1,358.61**
.1115	Regulatory fees and government charges	15/01/2026	E135078	$	649.62
.1115	Regulatory fees and government charges	23/01/2026	E135386	$	708.99
.0688	**LAUNDRY EXPRESS THE TRUSTEE FOR TEMA TRUST T/AS**			**$**	**905.88**
.0688	Laundering and dry cleaning	23/01/2026	E135382	$	905.88
.3716	**LEARNING HORIZONS THE HELEN HARDCASTLE TRUST T/AS**			**$**	**9,900.00**
.3716	Training services	15/01/2026	E135114	$	9,900.00
.9899	**LIGHTNIN JACK JACK CERIANI T/AS**			**$**	**2,500.00**
.9899	Entertainers	15/01/2026	E135282	$	2,500.00

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6451	**LIVING TURF GREENSHED PTY LTD T/AS**			**$**	**31,284.00**
.6451	Turf and Equipment	15/01/2026	E135159	$	29,110.40
.6451	Turf and Equipment	30/01/2026	E135629	$	2,173.60
.5475	**LOCHNESS LANDSCAPE SERVICES LLS AUST. PTY LTD ATF THE LOCHNESS UNIT TRUST T/AS**			**$**	**72,330.83**
.5475	Landscaping services and supplies	15/01/2026	E135137	$	60,426.08
.5475	Landscaping services and supplies	23/01/2026	E135433	$	5,445.00
.5475	Landscaping services and supplies	30/01/2026	E135614	$	6,459.75
.8367	**LO-GO APPOINTMENTS HELENE PTY LTD T/AS**			**$**	**6,254.12**
.8367	Recruitment expenses	15/01/2026	E135217	$	3,127.06
.8367	Recruitment expenses	30/01/2026	E135663	$	3,127.06
.9519	**LOOK BRILLIANT (PRINT) PTY LTD**			**$**	**544.50**
.9519	Uniforms and corporate wardrobe	30/01/2026	E135678	$	544.50
.1343	**M P ROGERS & ASSOCIATES PTY LTD**			**$**	**5,774.52**
.1343	Engineering consulting services	23/01/2026	E135387	$	5,774.52
.3607	**MAGNETISM ART & DESIGN DUGGAN, DANIEL ALLEN T/AS**			**$**	**6,608.16**
.3607	Community events	15/01/2026	E135111	$	3,304.08
.3607	Community events	30/01/2026	E135593	$	3,304.08
.0141	**MAJOR MOTORS PTY LTD THE TRUSTEE FOR MAJOR MOTORS UNIT TRUST T/AS**			**$**	**2,142.95**
.0141	Vehicle Repairs and Maintenance	15/01/2026	E135062	$	1,590.07
.0141	Vehicle Repairs and Maintenance	30/01/2026	E135559	$	552.88
.6886	**MARSHALL BEATTIE AUTOMATION MARSHALL BEATTIE PTY LTD T/AS**			**$**	**1,532.17**
.6886	Vehicle Repairs and Maintenance	15/01/2026	E135178	$	800.05
.6886	Vehicle Repairs and Maintenance	23/01/2026	E135461	$	732.12
.5232	**MATTHEW WOODALL COUNCILLOR**			**$**	**5,342.35**
.5232	Councillor expenses	15/01/2026	E135133	$	5,342.35
.9960	**MAXIMA TRAINING GROUP (AUST) LIMITED**			**$**	**3,627.85**
.9960	Recruitment expenses	15/01/2026	E135294	$	1,504.88
.9960	Recruitment expenses	23/01/2026	E135525	$	1,397.40
.9960	Recruitment expenses	30/01/2026	E135694	$	725.57

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.2678	**MAXWELL AND ROBINSON AND PHELPS THE TRUSTEE FOR TEEKMAR FAMILY TRUST T/AS**			**$**	**223.47**
.2678	Pest & Weed Control	23/01/2026	E135404	$	223.47
.9324	**MCLEODS LAWYERS PTY LTD**			**$**	**21,577.16**
.9324	Legal and conveyancing services	15/01/2026	E135250	$	19,677.02
.9324	Legal and conveyancing services	23/01/2026	E135503	$	1,900.14
.1060	**MELVILLE CARES**			**$**	**3,784.55**
.1060	Donations, Sponsorship & Contributions	15/01/2026	E135075	$	3,784.55
.6638	**MELVILLE TOYOTA SERVCO AUSTRALIA MELVILLE PTY LTD T/AS**			**$**	**35,708.01**
.6638	Car - Corolla	15/01/2026	E135167	$	34,225.95
.6638	Vehicle Repairs and Maintenance	23/01/2026	E135449	$	1,482.06
.6161	**MEND CONSULTING PTY LTD**			**$**	**9,949.50**
.6161	Engineering consulting services	30/01/2026	E135621	$	9,949.50
.9166	**MESSAGENET BY SINCH MESSAGEMEDIA MESSAGE4U PTY LTD T/AS**			**$**	**110.00**
.9166	IT and telecommunications expenses	15/01/2026	E135242	$	110.00
.8997	**METAL ARTWORK BADGES D&L STUDIO PTY LTD T/AS**			**$**	**523.33**
.8997	Office equipment	15/01/2026	E135228	$	523.33
.8399	**MICHAEL O'ROURKE**			**$**	**450.00**
.8399	Entertainers	23/01/2026	E135489	$	450.00
.9802	**MIDLAND MINICRETE FUTURO NOMINEES PTY LTD T/AS**			**$**	**5,360.00**
.9802	Roads and paving supplies - concrete	15/01/2026	E135272	$	2,705.00
.9802	Roads and paving supplies - concrete	23/01/2026	E135516	$	1,410.00
.9802	Roads and paving supplies - concrete	30/01/2026	E135687	$	1,245.00
.1480	**MILES NOEL NOEL, MILES FELIX T/AS**			**$**	**3,179.00**
.1480	Photography	15/01/2026	E135086	$	2,090.00
.1480	Photography	23/01/2026	E135390	$	1,089.00
.9586	**MM PLASTICS PTY LIMITED GRAPHIC ART MART T/AS**			**$**	**576.46**
.9586	Signage and sign writing	15/01/2026	E135262	$	576.46

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.8768	**MODE DESIGN CORP PTY LTD**			**$**	**8,416.27**
.8768	Architectural and design services	15/01/2026	E135225	$	8,416.27
.7462	**MONAGHAN SURVEYING JOHN TIMOTHY MONAGHAN T/AS**			**$**	**480.00**
.7462	Surveyors	15/01/2026	E135196	$	480.00
.4273	**MT PLEASANT BOWLING CLUB**			**$**	**735.00**
.4273	Accounting and financial services	30/01/2026	E135603	$	735.00
.5921	**MYSTERY CUSTOMER UNDERCOVER CUSTOMER PTY LTD T/AS**			**$**	**1,094.48**
.5921	Business and management consulting and services	15/01/2026	E135142	$	1,094.48
.5366	**NAMIS ART ROOM OSAKI, NAMI T/AS**			**$**	**850.00**
.5366	Artists and artworks	23/01/2026	E135432	$	850.00
.4557	**NATIVE ARC INC**			**$**	**2,000.00**
.4557	Marketing materials and promotional items	15/01/2026	E135127	$	500.00
.4557	Marketing materials and promotional items	23/01/2026	E135423	$	1,500.00
.6044	**NATSYNC ENVIRONMENTAL THE TRUSTEE FOR THE PRODIGY TRUST T/AS**			**$**	**2,111.00**
.6044	Animal management and pound expenses	23/01/2026	E135440	$	2,111.00
.7940	**NATURAL AREA CONSULTING MANAGEMENT SERVICES NATUURAL AREA HOLDINGS PTY LTD**			**$**	**34,096.23**
.7940	Bush regeneration	15/01/2026	E135207	$	1,678.00
.7940	Bush regeneration	23/01/2026	E135483	$	3,834.86
.7940	Bush regeneration	30/01/2026	E135657	$	28,583.37
.9454	**NEW ENERGY SOLUTIONS PTY LTD**			**$**	**2,400.00**
.9454	Photography	15/01/2026	E135257	$	2,400.00
.2969	**NICOLE ROBINS COUNCILLOR**			**$**	**3,248.32**
.2969	Councillor expenses	15/01/2026	E135102	$	3,248.32
.1178	**NOISE & VIBRATION MEASUREMENT SYSTEMS PTY LTD**			**$**	**19,021.73**
.1178	Facilities management services	15/01/2026	E135079	$	19,021.73
.6810	**NOMA NOMA PTY LTD T/AS**			**$**	**550.00**

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6810	Artists and artworks	15/01/2026	E135172	$	275.00
.6810	Artists and artworks	23/01/2026	E135457	$	275.00
.6515	**NON-ADVERTISING MARKETFORCE PTY LTD**			**$**	**3,258.75**
.6515	Advertising and media buy	30/01/2026	E135631	$	3,258.75
:0007	**NOONGAR BIRDIYIA PTY LTD**			**$**	**8,800.00**
:0007	Other consulting services	30/01/2026	E135699	$	8,800.00
.7658	**NORDA ARCHITECTS PTY LTD NORDA ARCHITECTS PTY LTD T/AS**			**$**	**10,418.73**
.7658	Architectural and design services	15/01/2026	E135201	$	10,418.73
.3408	**NORTHLAKE ELECTRICAL PTY LTD NORTH LAKE ELECTRICAL PTY LTD T/AS**			**$**	**85,339.08**
.3408	Electrical and lighting maintenance supplies and services	15/01/2026	E135109	$	50,650.50
.3408	Electrical and lighting maintenance supplies and services	23/01/2026	E135410	$	18,764.71
.3408	Electrical and lighting maintenance supplies and services	30/01/2026	E135589	$	15,923.87
.1020	**NUTRIEN WATER TOTAL EDEN PTY LIMITED T/AS**			**$**	**95,397.94**
.1020	Irrigation and watering systems	15/01/2026	E135073	$	53,856.00
.1020	Irrigation and watering systems	23/01/2026	E135385	$	41,541.94
.7050	**OFFICE OF THE AUDITOR GENERAL WA**			**$**	**176,561.00**
.7050	Auditing services	15/01/2026	E135185	$	176,561.00
.7543	**ON TAP PLUMBING & GAS PTY LTD**			**$**	**54,925.79**
.7543	Plumbing maintenance supplies and services	15/01/2026	E135198	$	16,351.91
.7543	Plumbing maintenance supplies and services	23/01/2026	E135478	$	16,836.64
.7543	Plumbing maintenance supplies and services	30/01/2026	E135653	$	21,737.24
.6929	**ONESTEP GROUP (WA) PTY LTD**			**$**	**5,060.00**
.6929	Cloud services	30/01/2026	E135643	$	5,060.00
.7795	**OPEN HANDS CREATIVE SCHAAFSMA, MORGAN T/AS**			**$**	**1,140.00**
.7795	Artists and artworks	15/01/2026	E135202	$	1,140.00
.3439	**OTIS ELEVATOR COMPANY PTY LTD**			**$**	**2,393.74**
.3439	Lift maintenance and services	15/01/2026	E135110	$	2,393.74

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9607	**PAATSCH CONSULTING PTY LTD**			**$**	**36,864.30**
.9607	Sport and recreation subsidies	23/01/2026	E135508	$	3,335.20
.9607	Sport and recreation subsidies	30/01/2026	E135679	$	33,529.10
.4977	**PACIFIC BIOLOGICS PTY LTD**			**$**	**2,940.30**
.4977	Animal management and pound expenses	15/01/2026	E135130	$	2,940.30
.2629	**PAPERBARK TECHNOLOGIES PTY LTD**			**$**	**5,360.00**
.2629	Nursery supplies	30/01/2026	E135582	$	4,480.00
.2629	Nursery supplies	23/01/2026	E135402	$	880.00
.6488	**PARAMOUNT SECURITY SERVICES SILVERBACK ENTERPRISES PTY LTD T/AS**			**$**	**1,940.40**
.6488	Security services	15/01/2026	E135161	$	1,940.40
0039	**PASES AQUA CONSULTING PTY LTD**			**$**	**36,300.00**
0039	Consulting services	30/01/2026	E135703	$	36,300.00
.9889	**PASES AQUA PTY LTD**			**$**	**6,600.00**
.9889	Water treatment services	15/01/2026	E135280	$	6,600.00
.9974	**PATRICIA JANE BARWELL**			**$**	**400.00**
.9974	Library Expenses	15/01/2026	E135298	$	400.00
.8339	**PEOPLESENSE BY ALTIUS PEOPLESENSE PTY LTS T/AS**			**$**	**3,859.34**
.8339	Workplace health and safety services	15/01/2026	E135216	$	1,589.14
.8339	Workplace health and safety services	30/01/2026	E135661	$	2,270.20
.3681	**PERFEKT PTY LTD THE TRUSTEE FOR BERTRIKA TRUST & OTHERS T/AS**			**$**	**25,601.88**
.3681	IT technical services	15/01/2026	E135113	$	12,776.87
.3681	IT technical services	23/01/2026	E135411	$	12,825.01
.6305	**PERTH ENERGY PTY LTD**			**$**	**914.79**
.6305	Gas	15/01/2026	E135154	$	914.79
.9498	**PERTH HIRE SHOP ROMANA INVESTMENTS PTY LTD T/AS**			**$**	**810.70**
.9498	Plant hire	15/01/2026	E135258	$	810.70
.4206	**PHASE 3 LANDSCAPE CONSTRUCTION PTY LTD**			**$**	**8,191.36**

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.4206	Landscape design and architecture services	30/01/2026	E135600	$	8,191.36
.1079	**PIRTEK (FREMANTLE) PTY LTD**			**$**	**550.28**
.1079	Pipes and fittings services	15/01/2026	E135077	$	309.41
.1079	Pipes and fittings services	30/01/2026	E135575	$	240.87
.9722	**PIXELCASE GROUP PTY. LTD**			**$**	**79,090.00**
.9722	IT software/licensing and maintenance	30/01/2026	E135683	$	79,090.00
.9925	**PJA HOLDINGS (AUSTRALIA) PTY LTD**			**$**	**4,400.00**
.9925	Engineering consulting services	15/01/2026	E135289	$	4,400.00
.9934	**PLAYSPACES AUSTRALIA PTY LTD**			**$**	**2,035.00**
.9934	Playground equipment and maintenance	15/01/2026	E135291	$	2,035.00
.6362	**POWERLYT GROUP PTY LTD**			**$**	**770.00**
.6362	Electrical and lighting maintenance supplies and services	23/01/2026	E135445	$	770.00
.6558	**PROFESSIONAL SEARCH GROUP AUSTRALIA - PSG PROFESSIONAL SEARCH GROUP PTY LTD T/AS**			**$**	**11,360.25**
.6558	Temporary labour	15/01/2026	E135164	$	6,682.50
.6558	Temporary labour	23/01/2026	E135446	$	4,677.75
.0977	**QUALITY PRESS THE TRUSTEE FOR ALBA UNIT TRUST T/AS**			**$**	**1,082.40**
.0977	Outsourced printing	30/01/2026	E135572	$	1,082.40
.6280	**QUANTUM BUILDING SERVICES PTY LTD**			**$**	**109,940.88**
.6280	Roofing services	15/01/2026	E135152	$	99,681.91
.6280	Roofing services	23/01/2026	E135443	$	7,842.27
.6280	Roofing services	30/01/2026	E135626	$	2,416.70
.6187	**RAINBO FEELA PTY LTD**			**$**	**1,485.00**
.6187	Event equipment hire	30/01/2026	E135623	$	1,485.00
.7445	**REINO INTERNATIONAL PTY LIMITED**			**$**	**11,058.87**
.7445	Parking meters	23/01/2026	E135477	$	10,315.01
.7445	Parking meters	30/01/2026	E135652	$	743.86
.6853	**RETRO ROADS TAGSAT PTY LTD T/AS**			**$**	**6,085.20**

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6853	Road line marking	15/01/2026	E135175	$	6,085.20
.0703	**RICOH AUSTRALIA PTY LTD**			**$**	**84.92**
.0703	IT and telecommunications expenses	30/01/2026	E135569	$	35.43
.0703	IT and telecommunications expenses	15/01/2026	E135069	$	49.49
:0017	**RINA POK MAN WONG**			**$**	**770.00**
:0017	Community events	30/01/2026	E135701	$	770.00
.1368	**RISK MANAGEMENT TECHNOLOGIES PTY LTD**			**$**	**3,985.30**
.1368	Subscriptions	15/01/2026	E135084	$	3,985.30
.6939	**ROAD AND TRAFFIC SERVICES PTY LTD**			**$**	**1,397.00**
.6939	Road line marking	30/01/2026	E135644	$	1,397.00
.7535	**ROSMECH SALES & SERVICES PTY LTD**			**$**	**8,820.14**
.7535	Vehicle Repairs and Maintenance	15/01/2026	E135197	$	8,820.14
.3986	**ROYAL WOLF AUSTRALIA UNITED RENTALS AUSTRALIA PTY LTD T/AS**			**$**	**311.83**
.3986	General hardware and tools	30/01/2026	E135598	$	311.83
.9050	**SANDRA MURRAY**			**$**	**1,540.00**
.9050	consulting services	23/01/2026	E135495	$	1,540.00
.0615	**SATELLITE SECURITY SERVICES**			**$**	**23,874.40**
.0615	Security systems/Monitoring	15/01/2026	E135067	$	15,195.20
.0615	Security systems/Monitoring	23/01/2026	E135380	$	4,390.26
.0615	Security systems/Monitoring	30/01/2026	E135568	$	4,288.94
.6160	**SCAPE-ISM PTY LTD THE TRUSTEE FOR REES FAMILY TRUST T/AS**			**$**	**275.00**
.6160	Artists and artworks	15/01/2026	E135148	$	275.00
.9767	**SCHLAGER GROUP PTY LTD**			**$**	**629.20**
.9767	Building construction materials and services	15/01/2026	E135270	$	629.20
.0911	**SCOTT PRINTERS PTY LTD**			**$**	**5,428.50**
.0911	Outsourced printing	23/01/2026	E135383	$	1,624.70
.0911	Outsourced printing	15/01/2026	E135070	$	3,803.80

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9444	**SECURE FENCING WA**			**$**	**2,510.00**
.9444	Building maintenance and services	23/01/2026	E135505	$	2,510.00
.9003	**SERCUL SOUTH EAST REGIONAL CENTRE FOR URBAN LANDCARE INC T/AS**			**$**	**1,127.50**
.9003	Landscape design and architecture services	23/01/2026	E135494	$	1,127.50
.9502	**SERVO CLEAN PTY LTD**			**$**	**3,642.10**
.9502	Commercial cleaning	15/01/2026	E135259	$	2,625.70
.9502	Commercial cleaning	30/01/2026	E135677	$	1,016.40
.9927	**SFDC AUSTRALIA PTY LTD**			**$**	**2,694.83**
.9927	IT project management and consultancy	23/01/2026	E135521	$	2,694.83
.9946	**SHANNON MELVILLE**			**$**	**402.00**
.9946	Artists and artworks	30/01/2026	E135693	$	402.00
.4253	**SHARYN EGAN**			**$**	**385.00**
.4253	Community events	23/01/2026	E135417	$	385.00
.6982	**SHERWOOD FLOORING PTY LTD**			**$**	**28,745.20**
.6982	Carpets and other floor coverings	15/01/2026	E135180	$	28,745.20
.7882	**SIFTING SANDS CHELLEW HAWLEY PTY LTD T/AS**			**$**	**18,597.26**
.7882	Playground equipment and maintenance	15/01/2026	E135206	$	18,597.26
.6447	**SIGMA TELFORD GROUP CROMAG PTY LTD T/AS**			**$**	**9,212.79**
.6447	Water chemicals	15/01/2026	E135158	$	6,257.09
.6447	Water chemicals	30/01/2026	E135628	$	2,955.70
.0871	**SIGN ON GROUP PTY LTD**			**$**	**356.95**
.0871	Signage and sign writing	30/01/2026	E135571	$	356.95
.5122	**SIGNATURE PAVING AND EARTHWORKS PTY LTD**			**$**	**96,434.09**
.5122	Building construction materials and services	23/01/2026	E135428	$	96,434.09
.9430	**SKATE SCULPTURE PTY LTD**			**$**	**28,287.60**
.9430	Landscape design and architecture services - Webber Reserve	15/01/2026	E135256	$	28,287.60

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9263	**SKOOLSPORT EQUIPMENT PTY. LTD.**			**$**	**374.00**
.9263	Sport and recreation equipment	15/01/2026	E135248	$	374.00
.4214	**SLATER GARTRELL SPORTS ATF GARTRELL FAMILY TRUST T/AS**			**$**	**781.00**
.4214	Sport and recreation equipment	15/01/2026	E135121	$	781.00
.9139	**SOO JEONG HONG COUNCILLOR**			**$**	**3,287.17**
.9139	Councillor expenses	15/01/2026	E135239	$	3,287.17
.9978	**SOOLAGNA MAJUMDAR**			**$**	**1,050.00**
.9978	Artists and artworks	30/01/2026	E135695	$	1,050.00
.5606	**SOUTH METROPOLITAN TAFE**			**$**	**1,167.70**
.5606	External training courses	30/01/2026	E135617	$	1,167.70
.5327	**SOUTH SHORE SWIMMING CLUB INC.**			**$**	**11,366.57**
.5327	Sport and recreation subsidies	30/01/2026	E135612	$	11,366.57
.6173	**SOUTH SIDE WIRE SEAGRIM, PHILIP LESLIE T/AS**			**$**	**6,648.40**
.6173	Temporary fencing	30/01/2026	E135622	$	6,648.40
.7813	**SPECTRUM ARTS B MITCHELL & G MITCHELL T/AS**			**$**	**910.00**
.7813	Artists and artworks	15/01/2026	E135203	$	910.00
0005	**SPELLBOUND STUDIO PERTH LAURA BLACKMAN T/AS**			**$**	**580.00**
0005	Community events	23/01/2026	E135527	$	580.00
.9909	**SPORTSWORLD OF WA LEVEROCK PTY LTD T/AS**			**$**	**1,534.50**
.9909	Sport and recreation equipment	15/01/2026	E135284	$	1,534.50
.1220	**ST JOHN AMBULANCE WESTERN AUSTRALIA LTD**			**$**	**704.00**
.1220	External training courses	15/01/2026	E135081	$	704.00
.6476	**STATEWIDE PUMP SERVICES**			**$**	**3,432.00**
.6476	Sewerage expenses	15/01/2026	E135160	$	2,112.00
.6476	Sewerage expenses	30/01/2026	E135630	$	1,320.00

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9926	**STEPHEN CARRICK ARCHITECTS**			**$**	**1,760.00**
.9926	Architectural and design services	15/01/2026	E135290	$	1,760.00
.7635	**STRATAGREEN STRATA CORPORATION PTY LTD T/AS**			**$**	**128.70**
.7635	Landscaping services and supplies	15/01/2026	E135200	$	128.70
.9352	**STREEM PTY LTD**			**$**	**9,845.00**
.9352	Marketing and communication services	30/01/2026	E135674	$	9,845.00
.3539	**SUPERIOR PAK PTY LTD**			**$**	**168.70**
.3539	Truck repairs and maintenance	30/01/2026	E135592	$	168.70
.9289	**SUSTAINABLE OUTDOORS THE TRUSTEE FOR S & F PAWLEY FAMILY TRUST T/AS**			**$**	**1,534.50**
.9289	Landscaping services and supplies	15/01/2026	E135249	$	1,534.50
.6605	**SYNERGY ELECTRICITY GENERATION & RETAIL CORPORATION T/AS**			**$**	**682,984.06**
.6605	Electricity	15/01/2026	E135165	$	577,998.70
.6605	Electricity	23/01/2026	E135447	$	76,848.68
.6605	Electricity	30/01/2026	E135634	$	28,136.68
.5177	**TAMAN DIAMOND TOOL SOLUTIONS QUALITY NOMINEES PTY LTD T/AS**			**$**	**1,252.90**
.5177	General hardware and tools	23/01/2026	E135431	$	1,252.90
.8021	**TASHI HALL HALL, TASHI ANNE T/AS**			**$**	**400.00**
.8021	Photography	15/01/2026	E135210	$	400.00
.6881	**TASTY FRESH PTY LTD**			**$**	**171.60**
.6881	Food and beverages for resale	15/01/2026	E135177	$	96.80
.6881	Food and beverages for resale	30/01/2026	E135642	$	74.80
.9790	**TBB PLANNING PTY LTD**			**$**	**1,856.80**
.9790	Town planning services	15/01/2026	E135271	$	1,856.80
.6341	**TECHNOGYM AUSTRALIA PTY LTD**			**$**	**5,607.58**
.6341	Sport and recreation equipment	15/01/2026	E135156	$	5,607.58
.8870	**TECHNOLOGY ONE LIMITED**			**$**	**1,182.50**
.8870	IT software/licensing and maintenance	23/01/2026	E135493	$	1,182.50

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.9372	**TELSTRA LIMITED**			**$**	**8,904.15**
.9372	Telecommunication services	15/01/2026	E135253	$	63.80
.9372	Telecommunication services	23/01/2026	E135504	$	8,168.25
.9372	Telecommunication services	30/01/2026	E135675	$	672.10
.8393	**TENDER IS THE NIGHT LOUIS AND THE HONKYTONK T/AS**			**$**	**10,000.00**
.8393	Entertainers	15/01/2026	E135218	$	10,000.00
.6307	**TENDERLINK.COM EXPERIAN AUSTRALIA OPERATIONS PTY LTD T/AS**			**$**	**1,295.17**
.6307	Advertising and media buy	23/01/2026	E135444	$	1,295.17
.8626	**TESG BUILDING SURVEYORS PTY LTD**			**$**	**1,980.00**
.8626	Surveyors	23/01/2026	E135492	$	1,980.00
.9748	**TESLA MOTORS AUSTRALIA PTY LTD**			**$**	**2,065.00**
.9748	Car - Vehicle repairs and maintenance	23/01/2026	E135512	$	2,065.00
.9542	**THE ARTISTS NOOK N.M COWIE & K.C FERGUSON T/AS**			**$**	**6,500.00**
.9542	Artists and artworks	23/01/2026	E135507	$	6,500.00
.9816	**THE MESSAGE CENTRE PTY. LTD.**			**$**	**55,491.04**
.9816	Telecommunication services	15/01/2026	E135273	$	37,029.83
.9816	Telecommunication services	30/01/2026	E135688	$	18,461.21
.9418	**TIGER CONTAINERS THE TRUSTEE FOR THE TIGER CONTAINERS UNIT TRUST T/AS**			**$**	**396.00**
.9418	Sea freight	15/01/2026	E135255	$	396.00
.2076	**TIGER TEK PTY LTD**			**$**	**965.80**
.2076	General hardware and tools	15/01/2026	E135093	$	703.12
.2076	General hardware and tools	23/01/2026	E135396	$	262.68
.9922	**TINASHE ANGELINE LA**			**$**	**336.00**
.9922	Library Expenses	15/01/2026	E135288	$	336.00
.1019	**TITAN FORD PERTH AUTO ALLIANCE PTY LTD T/AS**			**$**	**200.00**
.1019	Light Vehicle purchase	23/01/2026	E135384	$	200.00

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.2528	**TNS PAYMENT PLATFORMS PTY LIMITED**			**$**	**1,560.14**
.2528	Cash collection services	23/01/2026	E135401	$	1,560.14
.8170	**TONE LIST TONE LIST INC. T/AS**			**$**	**17.25**
.8170	Artists and artworks	23/01/2026	E135486	$	17.25
.9099	**TOTAL TOOLS O'CONNOR TOOLCO PTY LTD T/AS**			**$**	**6,729.35**
.9099	General hardware and tools	30/01/2026	E135667	$	6,729.35
.2663	**TOTALLY WORKWEAR FREMANTLE THE TRUSTEE FOR OMAC UNIT TRUST T/AS**			**$**	**5,322.92**
.2663	Uniforms and corporate wardrobe	15/01/2026	E135099	$	3,347.04
.2663	Uniforms and corporate wardrobe	23/01/2026	E135403	$	1,975.88
.1622	**TOWN OF VICTORIA PARK**			**$**	**25,235.98**
.1622	Local Government	23/01/2026	E135393	$	25,235.98
.0214	**T-QUIP TURF EQUIPMENT SOLUTIONS TOCOJEPA PTY LTD T/AS**			**$**	**77,619.10**
.0214	Turf and Equipment	30/01/2026	E135561	$	77,286.00
.0214	Turf and Equipment	23/01/2026	E135375	$	107.54
.0214	Turf and Equipment	15/01/2026	E135064	$	225.56
.7037	**TREE CARE WA WESTWORKS GROUP PTY LTD AFT USSHERIDAN TRUST T/AS**			**$**	**291,665.78**
.7037	Arborists and tree services	15/01/2026	E135184	$	145,200.31
.7037	Arborists and tree services	23/01/2026	E135466	$	43,866.43
.7037	Arborists and tree services	30/01/2026	E135646	$	102,599.04
.4271	**TREE PLANTING & WATERING BARONESS HOLDINGS PTY LTD T/AS**			**$**	**225,443.04**
.4271	Arborists and tree services	15/01/2026	E135122	$	168,738.67
.4271	Arborists and tree services	30/01/2026	E135602	$	56,704.37
.4158	**TRITON ELECTRICAL CONTRACTORS PTY LTD**			**$**	**819.50**
.4158	Electrical and lighting maintenance supplies and services	15/01/2026	E135120	$	819.50
.7588	**TRUCK CENTRE WA PTY LTD**			**$**	**9,496.03**
.7588	Trucks - Vehicle Repairs and maintenance	15/01/2026	E135199	$	5,201.01
.7588	Trucks - Vehicle Repairs and maintenance	23/01/2026	E135479	$	2,796.87
.7588	Trucks - Vehicle Repairs and maintenance	30/01/2026	E135654	$	1,498.15

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.6275	**TUTT BRYANT EQUIPMENT BT EQUIPMENT PTY LTD T/AS**			**$**	**803.50**
.6275	Plant purchase/Parts	30/01/2026	E135625	$	803.50
.9191	**TWO MONKEYS AGENCY THE TRUSTEE FOR F & J FAMILY TRUST T/AS**			**$**	**319.00**
.9191	Advertising and media buy	15/01/2026	E135243	$	319.00
.9774	**UGC GROUP UGC HOLDINGS PTY LTD T/AS**			**$**	**4,887.87**
.9774	Landscaping services and supplies	23/01/2026	E135515	$	4,887.87
.4960	**ULTIMO CATERING & EVENTS PTY LTD**			**$**	**48,381.90**
.4960	Catering services and supplies	15/01/2026	E135129	$	7,657.00
.4960	Catering services and supplies	23/01/2026	E135425	$	40,724.90
.1592	**UNITED FORKLIFT AND ACCESS SOLUTIONS UNITED EQUIPMENT PTY LIMITED T/AS**			**$**	**682.00**
.1592	Community events	30/01/2026	E135579	$	682.00
.9164	**UNITING GLOBAL PTY LTD**			**$**	**26,899.00**
.9164	Commercial cleaning	15/01/2026	E135241	$	22,789.84
.9164	Commercial cleaning	30/01/2026	E135669	$	4,109.16
.6075	**URBIS PTY LTD**			**$**	**1,485.00**
.6075	Real estate and property management	15/01/2026	E135145	$	1,485.00
0003	**VALIDUS INVESTMENTS PTY LTD**			**$**	**6,383.30**
0003	Park maintenance charges	15/01/2026	E135299	$	3,191.65
0003	Park maintenance charges	30/01/2026	E135698	$	3,191.65
.9089	**VISION INTELLIGENCE VISION INTELLIGENCE PTY LTD T/AS**			**$**	**5,902.34**
.9089	Security systems/Monitoring	30/01/2026	E135666	$	5,902.34
.3649	**VIVIAN WONG COM EMPLOYEE**			**$**	**888.00**
.3649	Other staff reimbursements	15/01/2026	E135112	$	888.00
.6683	**VOCUS PTY LTD T/AS VOCUS COMMUNICATIONS**			**$**	**28,280.15**
.6683	Data cabling services	23/01/2026	E135451	$	28,280.15
.9207	**VODICE PTY LTD**			**$**	**550.00**
.9207	Entertainers	15/01/2026	E135245	$	550.00

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.4227	**VORGEE PTY LTD**			**$**	**2,580.60**
.4227	Swimming pool costs	23/01/2026	E135416	$	2,580.60
.8364	**WA FIRE PTY LTD**			**$**	**9,680.00**
.8364	Training services	30/01/2026	E135662	$	9,680.00
.9932	**WA HARDWOOD FLOORS PTY LTD**			**$**	**14,025.00**
.9932	Carpets and other floor coverings	30/01/2026	E135692	$	14,025.00
.3325	**WA HINO SALES & SERVICE THE TRUSTEE FOR TRUCK UNIT TRUST T/AS**			**$**	**959.69**
.3325	Trucks	15/01/2026	E135108	$	566.67
.3325	Trucks	23/01/2026	E135408	$	393.02
.7865	**WA LIBRARY SUPPLIES P.I.C. ENTERPRISES PTY LTD T/AS**			**$**	**2,194.50**
.7865	Other Library Expenses	23/01/2026	E135482	$	2,194.50
.9676	**WA MERMAIDS PTY LTD**			**$**	**1,250.00**
.9676	Entertainers	15/01/2026	E135266	$	1,250.00
.2334	**WATER CORPORATION**			**$**	**70,568.30**
.2334	Hydro	15/01/2026	E135098	$	18,646.78
.2334	Hydro	23/01/2026	E135400	$	49,305.66
.2334	Hydro	30/01/2026	E135581	$	2,615.86
.1195	**WATTLEUP TRACTORS NANCY & SUSAN P ZUVELA T/AS**			**$**	**2,300.59**
.1195	Plant maintenance	15/01/2026	E135080	$	2,300.59
.3473	**WC CONVENIENCE MANAGEMENT PTY LIMITED**			**$**	**2,011.67**
.3473	Other maintenance and services	30/01/2026	E135591	$	2,011.67
.9181	**WCP CIVIL PTY LTD**			**$**	**301,878.79**
.9181	Building construction materials and services	23/01/2026	E135499	$	301,878.79
.5762	**WENDY CORRICK FRIENDS OF BULL CREEK**			**$**	**74.25**
.5762	Catering services and supplies	15/01/2026	E135141	$	74.25
.0674	**WEST COAST TURF SARATOGA HOLDINGS PTY LTD ATF THE JPD TRUST T/AS**			**$**	**17,688.00**

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.0674	Turf and Equipment	15/01/2026	E135068	$	17,688.00
.3112	**WEST COAST WATERFILTER MAN**			**$**	**1,617.00**
.3112	Catering services and supplies	15/01/2026	E135105	$	1,485.00
.3112	Catering services and supplies	23/01/2026	E135407	$	132.00
.2319	**WESTERN AUSTRALIAN LOCAL GOV ASSOC**			**$**	**13,501.34**
.2319	Local Government	15/01/2026	E135096	$	13,501.34
.0647	**WESTERN AUSTRALIAN POLICE AND COMMUNITY YOUTH CENTRES (INC)**			**$**	**110,000.00**
.0647	Sport and recreation subsidies	23/01/2026	E135381	$	110,000.00
.9916	**WESTERN METALWORX THE TRUSTEE FOR WESTERN METALWORX UNIT TRUST T/AS**			**$**	**2,722.50**
.9916	Welders and metal fabrication products and services	15/01/2026	E135286	$	2,722.50
.0311	**WESTERN POWER ELECTRICITY NETWORKS CORPORATION T/AS**			**$**	**67,526.34**
.0311	Electricity	30/01/2026	E135563	$	9,372.60
.0311	Electricity	23/01/2026	E135376	$	58,153.74
.9085	**WESTERN STEEL & PIPE THE TRUSTEE FOR THE SMITH FAMILY TRUST T/AS**			**$**	**2,825.90**
.9085	Welders and metal fabrication products and services	15/01/2026	E135235	$	2,825.90
.1035	**WESTRAC PTY LTD**			**$**	**235.77**
.1035	Heavy plant purchase	30/01/2026	E135573	$	94.95
.1035	Heavy plant purchase	15/01/2026	E135074	$	140.82
.3782	**WEST-SURE GROUP PTY LTD**			**$**	**884.40**
.3782	Parking meters	23/01/2026	E135413	$	884.40
.9860	**WHAT LUCK PTY LTD**			**$**	**3,108.00**
.9860	Catering services and supplies	15/01/2026	E135278	$	1,554.00
.9860	Catering services and supplies	23/01/2026	E135519	$	457.80
.9860	Catering services and supplies	30/01/2026	E135690	$	1,096.20
.6956	**WINENERGY WINCONNECT PTY LTD T/AS**			**$**	**244.27**
.6956	Electricity	15/01/2026	E135179	$	137.36
.6956	Electricity	23/01/2026	E135463	$	106.91

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Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference		Payment Amount
.3080	**WOODLANDS DISTRIBUTORS PTY LTD**			**$**	**22,815.32**
.3080	Landscaping services and supplies	30/01/2026	E135585	$	22,815.32
.9944	**WORKPLACE MANAGEMENT NETWORK**			**$**	**10,802.00**
.9944	HR and workforce services	23/01/2026	E135523	$	10,802.00
.1509	**WORKPOWER INCORPORATED**			**$**	**1,353.00**
.1509	Arborists and tree services	15/01/2026	E135087	$	715.00
.1509	Arborists and tree services	30/01/2026	E135577	$	638.00
.6328	**WORMALD AUSTRALIA PTY LTD**			**$**	**16,461.68**
.6328	Fire equipment and maintenance services	15/01/2026	E135155	$	15,353.43
.6328	Fire equipment and maintenance services	30/01/2026	E135627	$	1,108.25
.7103	**WOW WIPES ATF LAWRENCE FAMILY & MACLACHLAN TRUST T/AS**			**$**	**3,344.00**
.7103	Hygiene services	15/01/2026	E135188	$	1,149.50
.7103	Hygiene services	23/01/2026	E135467	$	1,045.00
.7103	Hygiene services	30/01/2026	E135648	$	1,149.50
.1473	**XCELLERATE IT PTY. LIMITED**			**$**	**9,900.00**
.1473	IT software/licensing and maintenance	23/01/2026	E135389	$	9,900.00
.9760	**ZENITH EXECUTIVE SEARCH PTY LTD**			**$**	**14,953.81**
.9760	IT technical services	15/01/2026	E135269	$	10,113.50
.9760	IT technical services	30/01/2026	E135684	$	4,840.31
.9129	**ZHI HOONG LIM COUNCILLOR**			**$**	**3,248.32**
.9129	Councillor expenses	15/01/2026	E135236	$	3,248.32
.1045	**ZIPFORM PTY LTD**			**$**	**5,490.33**
.1045	Outsourced printing	30/01/2026	E135574	$	5,490.33
.3023	**ZIRCODATA PTY LTD**			**$**	**2,711.67**
.3023	Document storage and archive	23/01/2026	E135406	$	2,711.67
.7219	**ZOHO CORPORATION PTY LTD**			**$**	**8,937.50**
.7219	IT software/licensing and maintenance	15/01/2026	E135189	$	8,937.50

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Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
9996	**SUNDRY TRUST CREDITOR**				**$**	**66,280.00**
9996	Westlake Corporation Pty Ltd T/A Select	Verge Bond Refund	6/01/2026	E135033	$	1,900.00
9996	Forestoak Pty Ltd T/As Denis Poor Building	Verge Bond Refund	6/01/2026	E135034	$	1,790.00
9996	B A J Williams	Verge Bond Refund	6/01/2026	E135035	$	1,900.00
9996	S Murugappa	Verge Bond Refund	6/01/2026	E135036	$	1,900.00
9996	101 Residential Pty Ltd	Verge Bond Refund	6/01/2026	E135038	$	1,790.00
9996	SSB Pty Ltd	Verge Bond Refund	6/01/2026	E135039	$	1,900.00
9996	Mr N D Heinrich	Verge Bond Refund	6/01/2026	E135040	$	1,900.00
9996	Malibu Pools and Spas	Verge Bond Refund	6/01/2026	E135041	$	1,900.00
9996	Mrs K P Marshall	Verge Bond Refund	6/01/2026	E135042	$	1,900.00
9996	BE Projects (WA) Pty Ltd	Verge Bond Refund	6/01/2026	E135043	$	1,900.00
9996	Ritz Exterior Design	Verge Bond Refund	6/01/2026	E135044	$	1,900.00
9996	Dt Construction	Verge Bond Refund	6/01/2026	E135046	$	1,900.00
9996	Cover Co	Verge Bond Refund	6/01/2026	E135047	$	1,900.00
9996	Softwoods Timberyards Pty Ltd	Verge Bond Refund	6/01/2026	E135048	$	1,900.00
9996	Softwoods Timberyards Pty Ltd T/A Patio	Verge Bond Refund	6/01/2026	E135049	$	1,900.00
9996	Mr P A Wademan	Verge Bond Refund	6/01/2026	E135050	$	1,900.00
9996	Mr T King	Verge Bond Refund	6/01/2026	E135051	$	1,900.00
9996	Mr I Dzeba	Verge Bond Refund	6/01/2026	E135052	$	1,900.00
9996	Mr K Gibson	Verge Bond Refund	6/01/2026	E135053	$	1,900.00
9996	Building Approvals WA Pty Ltd	Verge Bond Refund	6/01/2026	E135054	$	1,900.00
9996	Cooktown Constructions Pty Ltd	Verge Bond Refund - Cancelled Payment	7/01/2026	E135045	-$	1,900.00
9996	Cooktown Constructions Pty Ltd	Verge Bond Refund	6/01/2026	E135045	$	1,900.00
9996	E S Strickland	Verge Bond Refund - Cancelled Payment	7/01/2026	E135037	-$	1,900.00
9996	E S Strickland	Verge Bond Refund	6/01/2026	E135037	$	1,900.00
9996	Home Group WA Pty Ltd	Verge Bond Refund	20/01/2026	E135357	$	1,900.00
9996	V & M Agostino Pty Ltd	Verge Bond Refund	20/01/2026	E135358	$	1,900.00
9996	Rural Building Company Pty Ltd	Verge Bond Refund	20/01/2026	E135359	$	1,900.00
9996	Oswald Homes (1972) Pty Ltd	Verge Bond Refund	20/01/2026	E135360	$	1,900.00
9996	Mr T A Munro	Verge Bond Refund	20/01/2026	E135361	$	1,900.00
9996	Persona Group Pty Ltd	Verge Bond Refund	20/01/2026	E135362	$	1,900.00
9996	Danmar Homes Pty Ltd	Verge Bond Refund	20/01/2026	E135363	$	1,900.00
9996	Mr R Parmar	Verge Bond Refund	20/01/2026	E135364	$	1,900.00
9996	Ms K Hoogerwaard	Verge Bond Refund	20/01/2026	E135365	$	1,900.00
9996	Mr T P Mather	Verge Bond Refund	20/01/2026	E135366	$	1,900.00
9996	Mr S Mapiye	Verge Bond Refund	20/01/2026	E135367	$	1,900.00
9996	Mr B M Riley	Verge Bond Refund	20/01/2026	E135369	$	1,900.00
9996	Mr D R Porter	Verge Bond Refund	20/01/2026	E135370	$	1,900.00

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Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
19996	Andantino Pty Ltd	Verge Bond Refund	20/01/2026	E135371	$	1,900.00
19996	Mr P De la Cruz	Verge Bond Refund	20/01/2026	E135368	$	1,900.00
19998	**SUNDRY EFT CREDITOR**				**$**	**64,656.66**
19998	R Munro	Overpayment of rates	15/01/2026	E135300	$	931.58
19998	K Jegathesan and V D Jegathesan	Rates Refund - Overpayment	15/01/2026	E135301	$	1,905.78
19998	JK Featherstone	Staff Reimbursement - morning tea	15/01/2026	E135302	$	227.70
19998	Richard Michael Scott	BA-2025-2033 - Application withdrawn	15/01/2026	E135303	$	2,136.65
19998	Runny Vong	Study reimbursement - CPA	15/01/2026	E135304	$	399.50
19998	Applecross Sub-Branch RSLWA	Sponsorship of Nurses Commemoration '26	15/01/2026	E135305	$	5,000.00
19998	RD & NV Hinton	Dog Registration refund 75653	15/01/2026	E135306	$	77.50
19998	Gianni Redolatti	Dog Registration Refund 80128	15/01/2026	E135307	$	100.00
19998	Multicultural Lions Club	Grant for Harmony Week Event	15/01/2026	E135308	$	6,000.00
19998	LA Pampling/SD Pampling	Dog Registration Refund 804203	15/01/2026	E135309	$	100.00
19998	Waste Management and Resource Recovery	Membership subscription	15/01/2026	E135310	$	1,002.00
19998	Dale Arangio	Aged Friendly Melville Assistance 00254	15/01/2026	E135311	$	300.00
19998	David Allen	Aged Friendly Melville Assistance 00295	15/01/2026	E135312	$	300.00
19998	Dianne Mazzini	Aged Friendly Melville Assistance 00213	15/01/2026	E135313	$	300.00
19998	Graeme John Craig	Aged Friendly Melville Assistance 00298	15/01/2026	E135314	$	300.00
19998	Jenny Lee	Aged Friendly Melville Assistance 00294	15/01/2026	E135315	$	299.00
19998	Leonie Kennedy	Aged Friendly Melville Assistance 00290	15/01/2026	E135316	$	300.00
19998	Oisin Keating	Aged Friendly Melville Assistance 00291	15/01/2026	E135317	$	285.90
19998	Olga Fistonic	Aged Friendly Melville Assistance 00296	15/01/2026	E135318	$	300.00
19998	Paul Hevron	Aged Friendly Melville Assistance 00289	15/01/2026	E135319	$	300.00
19998	Peter Kelman	Aged Friendly Melville Assistance 00297	15/01/2026	E135320	$	300.00
19998	Rajini Arulpragasam	Aged Friendly Melville Assistance 00299	15/01/2026	E135321	$	297.00
19998	Robert Lee	Aged Friendly Melville Assistance 00293	15/01/2026	E135322	$	279.60
19998	Yvonne Baker	Aged Friendly Melville Assistance 00292	15/01/2026	E135323	$	300.00
19998	PENNO PTY LTD TA HARCOURTS	Rates Refund - Duplicate payment made	15/01/2026	E135324	$	457.95
19998	Michael Childs	Study reimbursement	15/01/2026	E135325	$	4,000.00
19998	Dora Zegrean	Staff Reimbursement - Parking	15/01/2026	E135326	$	106.77
19998	Shane Eric Peterson	Rates Refund - Rebate	15/01/2026	E135327	$	509.83
19998	Luke Hoehn	Study Reimbursement	15/01/2026	E135328	$	1,300.06
19998	Subhash Garg	Aged Friendly Melville Assistance 00307	15/01/2026	E135329	$	300.00
19998	Luke Hoehn	Staff Reimbursement - Catering	15/01/2026	E135330	$	279.65
19998	Giuseppina Neri	Aged Friendly Melville Assistance 00308	15/01/2026	E135331	$	300.00
19998	Gregory George Hawkins	Aged Friendly Melville Assistance 00300	15/01/2026	E135332	$	300.00
19998	Guek Poh Phar	Aged Friendly Melville Assistance 00305	15/01/2026	E135333	$	280.00

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Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
19998	Lois Watson	Aged Friendly Melville Assistance 00302	15/01/2026	E135334	$	293.00
19998	Philip Wong	Aged Friendly Melville Assistance 00304	15/01/2026	E135335	$	300.00
19998	Santino Neri	Aged Friendly Melville Assistance 00309	15/01/2026	E135336	$	300.00
19998	Susan Delport	Rates Refund - Rebate	15/01/2026	E135337	$	892.27
19998	Recorp Constructions	BA-2025-1527 - Exceeded time frame	15/01/2026	E135338	$	110.00
19998	Akira Tamura	Consumables for Write Club book launch	15/01/2026	E135339	$	8.40
19998	Tia Tokic (BOSA)	Goolugatup Shop Sales Nov'25 adjusted	15/01/2026	E135340	$	401.25
19998	Zoe Roberts	Staff Reimbursement	15/01/2026	E135341	$	45.00
19998	Shelley Anderson	Dog registration refund	15/01/2026	E135342	$	100.00
19998	J Stokoe	Rates Refund due to OSR rebate	15/01/2026	E135343	$	418.30
19998	Paul Linabury and Lauren Brayford	Rates refund - additional payment made	15/01/2026	E135344	$	451.00
19998	Janice Lesley Close	Rates refund - Additional payments	15/01/2026	E135345	$	1,000.00
19998	Villa Plunge Pools	BA-2025-2317 - verge bond fee refund	15/01/2026	E135346	$	2,000.00
19998	Palmyra Vetinary Hospital	Vetinary services	15/01/2026	E135347	$	310.00
19998	Jacques Clarence Duvenhage	Reimbursement - Accident Damage repairs	15/01/2026	E135348	$	493.89
19998	Westminster Presbyterian Church	Bond Refund - Gemmell Park 21/12/2025	15/01/2026	E135349	$	326.00
19998	Alison Burden	Staff Reimbursement	15/01/2026	E135350	$	65.30
19998	D Maldonado	Bond Refund - Tompkins Park 20/12/2025	15/01/2026	E135351	$	345.00
19998	P D K Mellor	Bond Refund - Gairloch Reserve 18/12/25	15/01/2026	E135352	$	345.00
19998	Edward Webster	Dog registration Refund	15/01/2026	E135353	$	20.00
19998	A Boekelaar	Bond Refund - Pt Walter Reserve 29/03/26	15/01/2026	E135354	$	130.00
19998	Brian Louis D'Cruz and Treasur D'Cruz	Rates Refund - Overpayment	15/01/2026	E135355	$	425.42
19998	Sheryl L Amaranti	Rates Refund - overpayment	15/01/2026	E135356	$	961.32
19998	RJ and K Coten (Jim Coten)	Staff Reimbursement - AICD Membership	23/01/2026	E135528	$	1,000.00
19998	Cindy Lane	Half Day Workshops	23/01/2026	E135529	$	739.20
19998	Matthew Snare	Youth Sport Grant - YSG464 Andrea Snare	23/01/2026	E135530	$	200.00
19998	Matthew Snare	Youth Sport Grant - YSG470 Eleanor Snare	23/01/2026	E135531	$	200.00
19998	Anggie Duan	Staff Reimbursements - Swim school	23/01/2026	E135532	$	20.50
19998	Andrew Frazer	Library Program Artwork Licensing Fee	23/01/2026	E135533	$	350.00
19998	Declan Zammit	Staff Reimbursement - Swim School	23/01/2026	E135534	$	11.80
19998	Vuan Tsin Amy KOK	Youth Sport Grant - YSG469 Emily Giles	23/01/2026	E135535	$	200.00
19998	Alison Ogilvie	Dog Registration refund - 1203720	23/01/2026	E135536	$	30.00
19998	Martina Beissel	Dog Registration refund	23/01/2026	E135537	$	100.00
19998	Rubi Maplin	Youth Workshop at AH Bracks Library	23/01/2026	E135538	$	402.00
19998	One Residential Management	Rates Refund - Duplicate payment ref.253	23/01/2026	E135539	$	661.15
19998	Madora Bay Settlements Trust Account	Rates Refund - Sellers rebate	23/01/2026	E135540	$	188.02
19998	Jill Shelton	Rates Refund - Overpayment	23/01/2026	E135541	$	357.50
19998	Sam Beard	VHS Tracking Presentation Fee - November	23/01/2026	E135542	$	250.00

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Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
19998	Jane Ibbitson	Refund - MYC Stallholder Fee	23/01/2026	E135543	$	50.00
19998	Gail Marlow T/As Karma Holistic Health	ActiveLink Voucher AL#171 Nicole Korner	23/01/2026	E135544	$	300.00
19998	GL Exercise Physiology Pty Ltd	Inv 2285,2284,2283,2282 ActiveLink Vouch	23/01/2026	E135545	$	1,050.00
19998	I & G Boyd	Rates Refund - Pensioner Rebate	23/01/2026	E135546	$	432.94
19998	ERIN MADELEY	Goolugatup Shop Sales - December 2025	23/01/2026	E135547	$	45.00
19998	Gurjot Kaur	Goolugatup Shop Sales - December 2025	23/01/2026	E135548	$	26.25
19998	Matthew Roesner	Goolugatup Shop Sales - December 2025	23/01/2026	E135549	$	33.75
19998	Ryan Borrett	Goolugatup Shop Sales - December 2025	23/01/2026	E135550	$	30.00
19998	Tia Tokic (BOSA)	Goolugatup Shop Sales - December 2025	23/01/2026	E135551	$	195.00
19998	The Factory	BA-2025-1888 - Overpayment Fee	23/01/2026	E135552	$	171.65
19998	Virgilio Domingos Ferreira	BA-2024-1587 BCITF fee refunded	23/01/2026	E135553	$	549.99
19998	Add A Splash Pools	BA-2026-33 Full Refund	23/01/2026	E135554	$	2,171.65
19998	Advanced Patios	DA-2025-1006 - Application Fee Refund	30/01/2026	E135704	$	147.00
19998	George Conley	Worm Farm Rebate	30/01/2026	E135705	$	62.70
19998	Jemaya Margetts	Cloth Nappy Rebate	30/01/2026	E135706	$	100.00
19998	Jennifer Kwa	Compost Bin Rebate	30/01/2026	E135707	$	49.95
19998	Jessica Sharpe	Personal Hygiene Rebate	30/01/2026	E135708	$	50.00
19998	Kirstin Usher	Worm Farm Rebate	30/01/2026	E135709	$	75.00
19998	Maoheng Zhang	Cloth Nappy Rebate	30/01/2026	E135710	$	100.00
19998	Nathan Lowe	Cloth Nappy Rebate	30/01/2026	E135711	$	100.00
19998	Nicholas Pasquale	Compost Bin Rebate	30/01/2026	E135712	$	50.00
19998	Pauline Barratt	Personal Hygiene Rebate	30/01/2026	E135713	$	50.00
19998	Margot Creek	Age Friendly Melville Assistance 314	30/01/2026	E135714	$	300.00
19998	Paik Guat Teh	Age Friendly Melville Assistance 312	30/01/2026	E135715	$	300.00
19998	Ruma Garg	Age Friendly Melville Assistance 315	30/01/2026	E135716	$	300.00
19998	Shing Chan Lau Po Ling Tsui	Age Friendly Melville Assistance 311	30/01/2026	E135717	$	300.00
19998	Yui Fan Tang	Age Friendly Melville Assistance 310	30/01/2026	E135718	$	298.00
19998	Robert Harvy	Refund due to double payment	30/01/2026	E135719	$	1,929.53
19998	Shiyeng Ng	Compost Bin Rebate	30/01/2026	E135720	$	75.00
19998	Tracey Christy	Compost Bin Rebate	30/01/2026	E135721	$	50.00
19998	Zeta Welch	Personal Hygiene Product Rebate	30/01/2026	E135722	$	50.00
19998	Nicolas Evanthis Joannides	DA-2026-16 Refund 70% of total fee $295.	30/01/2026	E135723	$	206.50
19998	Mona Kowalewski	Notepads for CxR Roadshow (POC)	30/01/2026	E135724	$	99.90
19998	Chun Wun Chui	Age Friendly Melville Assistance # 317	30/01/2026	E135725	$	300.00
19998	Henrietta Gay Pulker	Age Friendly Melville Assistance 321	30/01/2026	E135726	$	300.00
19998	Helen Bartlett	Age Friendly Melville Assistance 319	30/01/2026	E135727	$	300.00
19998	Joy Enid Lynn	Age Friendly Melville Assistance 320	30/01/2026	E135728	$	300.00
19998	KB Walker and CA Evans	Property selling - seller's overpayment	30/01/2026	E135729	$	179.45

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Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
9998	R Lawrence	Bond Refund for Gate key access - 18/01	30/01/2026	E135730	$	345.00
9998	Motive Building Group Pty Ltd	BA-2025-2191 - Application Withdrawn	30/01/2026	E135731	$	146.00
9998	Melville Bowling Club	Locks and services - Reimbursement	30/01/2026	E135732	$	346.50
9998	KF & JH Wright	Refund 25/26 rebate to previous owner	30/01/2026	E135733	$	196.92
9998	Liudmila & Valeriy Bychkov	Paid Twice	30/01/2026	E135734	$	2,395.80
9998	B Carter and GL Pratt	Refund - PW 1229520	30/01/2026	E135735	$	623.30
9998	Dierdre Skuza	Working with Children Check application	30/01/2026	E135736	$	87.00
9998	CM & EA Brown	Animal Sterilisation Refund - Ref 801217	30/01/2026	E135737	$	30.00
9998	Aguia Studio (Formerly Sky Perth)	50% of full amount Derbarl Yerrigan Rive	30/01/2026	E135738	$	3,983.65
9998	Shani Cassidy	Animal Sterilisation Refund PW 1230872	30/01/2026	E135739	$	30.00
9998	Jeremy Day	Animal Sterilisation Refund PW 1231791	30/01/2026	E135740	$	30.00
9998	Verheggen Maureen P and Peter E	Animal Sterilisation Refund PW 1232019	30/01/2026	E135741	$	100.00
9998	Nikki Smart	Creche Equipment Reimb	30/01/2026	E135742	$	21.60
9998	Palmyra Veterinary Hospital	Euthanasia Services & aftercare dog	30/01/2026	E135743	$	310.00
9998	Yee Mai Chau (aka Rachael Chau)	CIMA membership subscription for 2026 (G	30/01/2026	E135744	$	853.84
9999	**SUNDRY CHEQUE CREDITOR**				**$**	**300.00**
9999	Jean Grobbelaar	Age Friendly Melville Assistance 266	15/01/2026	070955	$	300.00

Cancelled Payme	2	-$	3,800.00
Cheque Payments	1	$	300.00
EFT Payments	712	$	9,301,118.91
Total Payments	715	$	9,297,618.91

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The list of payments made using Corporate and Purchase Cards during December 2025

Payee	Description	Date	Amount
ARBORICULTUREAUSTRALIA HALLAM AU	Arboriculture Training	19/12/2025	$ 1,929.65
TWIG AND SPARROW CAF WILLETTON AU	Turf Maintenance Team Toolbox	22/12/2025	$ 112.50
LS Big Loaf Factory Ba O'Connor AU	Turf Maintenance Team Toolbox	22/12/2025	$ 66.65
AUSTRALIAN GOLF COURSE Clayton AU	ASTMA Membership Renewal	2/01/2026	$ 179.38
DEPT OF RACING GAMIN EAST PERTH AU	Over 55s Disco	4/12/2025	$ 60.50
7-ELEVEN 3065 BOORAG BOORAGOON AU	MSM Artist Rider	8/12/2025	$ 11.00
KMART Mulgrave AU	Active in the Park	8/12/2025	$ 99.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	MSM Artist Rider	8/12/2025	$ 43.75
EZI*Harvest Box Pty Lt Abbotsford AU	Over 55s Disco	17/12/2025	$ 225.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	MSM Artist Rider	22/12/2025	$ 57.03
POST BOORAGOON POST SH BOORAGOON AU	Registered Post Envelopes	3/12/2025	$ 73.60
THE INSTITUTION OF E BARTON AU	Membership Renewal	5/12/2025	$ 417.50
MAIN ROADS WA DON AITK EAST PERTH AU	Road Safety Engineering	15/12/2025	$ 495.00
AUSTRALIAN GROWN WILLETTON AU	Polo Shirts	17/12/2025	$ 64.46
KMART 1024 KARDINYA AU	Office Decoration	4/12/2025	$ 65.00
Perth Coffee Machines HILTON AU	Office Supplies	8/12/2025	$ 43.00
IGA WILLAGEE WILLAGEE AU	Office Supplies	9/12/2025	$ 4.09
IGA WILLAGEE WILLAGEE AU	Office Supplies	16/12/2025	$ 3.39
IGA WILLAGEE WILLAGEE AU	Office Supplies	23/12/2025	$ 3.39
IGA WILLAGEE WILLAGEE AU	Office Supplies	24/12/2025	$ 7.65
IGA WILLAGEE WILLAGEE AU	Office Supplies	30/12/2025	$ 17.00
IGA WILLAGEE WILLAGEE AU	Office Supplies	2/01/2026	$ 13.95
COLES 0332 BOORAGOON AU	Appreciation Gift Cards	3/12/2025	$ 529.75
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Appreciation Awards - Wireless Hill Fire	3/12/2025	$ 529.75
LinkedIn P965094624 North Sydney AU	Advertising Boost	3/12/2025	$ 110.00
BURSWOOD ON SWAN BURSWOOD AU	Healthy Melville Team Building	4/12/2025	$ 1,100.76
PREZZEE* PREZZEE/AUEEC SYDNEY AU	Service Recognition	9/12/2025	$ 101.27
PREZZEE* PREZZEE/AU47A SYDNEY AU	Service Recognition	9/12/2025	$ 101.27
PURE CHAT INC. (A SUB 480-3621900 US	Subscription	11/12/2025	$ 154.69
COLES 0332 BOORAGOON AU	Ric Vosper opening	11/12/2025	$ 5.35
THE GOOD GROCER MOUN MOUNT PLEASAN AU	Ric Vosper opening	15/12/2025	$ 41.97
BRENTWOOD DELI LUNCH B MOUNT PLEASAN AU	Ric Vosper opening	16/12/2025	$ 4.50
FACEBK *FZQD49MNC2 fb.me/ads IE	Advertising	16/12/2025	$ 1,286.47
KITCHEN WAREHOUSE NORTH FREMANT AU	Glasses	16/12/2025	$ 59.96
PREZZEE* PREZZEE/AU4F2 SYDNEY AU	Service Recognition x 8	18/12/2025	$ 1,518.98
SP JOONDALUPMUSIC JOONDALUP AU	Refund	22/12/2025	-$ 39.00
DJ CITY DANDENONG AU	PA Cover	22/12/2025	$ 41.00
EXTREME MARQUEES BRENDALE AU	CoM Marquee for VIP Opening events	24/12/2025	$ 2,170.37
SP STICKEROO FERNTREE GULL AU	CoM Stickers for VIP events	31/12/2025	$ 32.00
FACEBK *RZT7TBDPC2 fb.me/ads IE	Advertising	2/01/2026	$ 1,087.23
COLES 0352 MELVILLE AU	Catering for Library Event	4/12/2025	$ 28.00
LOYVERSE.COM LONDON GB	POS app	4/12/2025	$ 7.87
Deputy deputy.com AU	Rostering App	5/12/2025	$ 140.25
WOOLWORTHS/857 CANNING MT PLEASANT AU	event catering	9/12/2025	$ 31.04
CCA PRODUCTIONS OSBORNE PARK AU	Sounds Equipment	12/12/2025	$ 1,061.50
Intuit Mailchimp Sydney AU	Mailout Subscription	22/12/2025	$ 68.56
SP ART SHED BRISBANE WEST END AU	Goo Creative Learning Materials	22/12/2025	$ 36.65
CANVA* I04740-0243269 SURRY HILLS AU	Canva Subscription	24/12/2025	$ 185.33
COLES 0332 BOORAGOON AU	Catering	4/12/2025	$ 15.19
COLES 0332 BOORAGOON AU	Catering	10/12/2025	$ 8.80
GARDEN CITY NEWS BOORAGOON AU	Raffle Tickets for Function	12/12/2025	$ 8.48
POST CANNING BRIDGE AP APPLECROSS AU	Pre paid post satchels for regional ILLs	3/12/2025	$ 97.99
ST JOHN AMBULANCE AUST BELMONT AU	First aid kit supplies	10/12/2025	$ 160.00
AMAZON RETA* AMAZON AU SYDNEY AU	Replacement Library Resources	31/12/2025	$ 26.95
AMAZON RETA* AMAZON AU SYDNEY AU	Replacement Library Resources	31/12/2025	$ 26.95
BIGW ONLINE BELLA VISTA AU	Replacement Library Resources	31/12/2025	$ 140.00
WANEWSDTI Osborne Park AU	12 week public newspaper subs	2/01/2026	$ 345.60
WANEWSDTI Osborne Park AU	12 week public newspaper subs	2/01/2026	$ 382.20
AMAZON RETA* AMAZON AU SYDNEY AU	Replacement Library Resources	2/01/2026	$ 78.73
SP JB HI-FI ONLINE SOUTHBANK AU	Replacement Library Resources	2/01/2026	$ 30.02
AMAZON RETA* AMAZON AU SYDNEY AU	Replacement Library Resources	2/01/2026	$ 33.75
AMAZON RETA* AMAZON AU SYDNEY AU	Replacement Library Resources	2/01/2026	$ 17.75
AMAZON RETA* AMAZON AU SYDNEY AU	Replacement Library Resources	2/01/2026	$ 22.94
AMAZON MARKETPLACE AU SYDNEY AU	Replacement Library Resources	2/01/2026	$ 33.20
COLES 7545 HILTON AU	Catering for Library Event	4/12/2025	$ 296.52
COLES 0352 MELVILLE AU	Catering for Library Event	11/12/2025	$ 245.20

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Payee	Description	Date	Amount
WOOLWORTHS/CNR STOCK R MELVILLE AU	Catering for Library Event	11/12/2025	$ 15.00
COLES 7545 HILTON AU	Catering for Library Event	17/12/2025	$ 60.00
U.NU/CSND* CLICKSEND.C SOUTH PERTH AU	SMS service for events	4/12/2025	$ 20.00
U.NU/CSND* CLICKSEND.C SOUTH PERTH AU	SMS service for events	16/12/2025	$ 100.00
SP JB HI-FI ONLINE SOUTHBANK AU	Shipping	17/12/2025	$ 13.97
KMART 1162 BOORAGOON AU	Office Supplies	9/12/2025	$ 24.00
KMART 1162 BOORAGOON AU	Office Supplies	9/12/2025	$ 3.00
KMART 1162 BOORAGOON AU	Evacuation Kit Bags	9/12/2025	$ 120.40
CPP CULTURAL CENTRE PERTH AU	WALGA Event	15/12/2025	$ 10.60
HAMILTON HILL IGA HAMILTON HILL AU	PHAZE Dec Catering	3/12/2025	$ 9.00
HAMILTON HILL IGA HAMILTON HILL AU	PHAZE Dec Catering	24/12/2025	$ 24.50
KENNARDS HIRE HO WA SEVEN HILLS AU	Leaf Blower Hire	4/12/2025	$ 57.00
TICKETS*ABORIGINAL 0404900312 AU	Aboriginal First Aid Training	8/12/2025	$ 615.00
TOTALTOOLSONLINEPTYLTD PORTMELBOURNE AU	Block Lifter	15/12/2025	$ 71.58
AUSTRALIA POST - WA PO MELBOURNE AU	Police Clearance for BRMS	17/12/2025	$ 64.90
UNITED ANKETELL STH ANKETELL AU	Office Supplies	23/12/2025	$ 19.00
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Office Supplies	10/12/2025	$ 31.00
KMART 1024 KARDINYA AU	Office Supplies	19/12/2025	$ 17.50
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Office Supplies	23/12/2025	$ 21.60
LEEMING IGA LEEMING AU	Office Supplies	31/12/2025	$ 17.56
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Office Supplies	2/01/2026	$ 43.10
Jaycar Jandakot Jandakot AU	Adaptor	3/12/2025	$ 29.95
THE GOOD GROCER MOUN MOUNT PLEASAN AU	Catering	5/12/2025	$ 13.39
THE GOOD GROCER MOUN MOUNT PLEASAN AU	Office Supplies	5/12/2025	$ 4.99
POST BRENTWOOD LPO MOUNT PLEASAN AU	Staff Appreciation	11/12/2025	$ 405.95
THE GOOD GROCER MOUN MOUNT PLEASAN AU	Office Supplies	12/12/2025	$ 4.99
COLES 0352 MELVILLE AU	Office Supplies	31/12/2025	$ 9.50
SQ *PERTH COFFEE EXPRE Leeming AU	Ric Vosper Open Event	15/12/2025	$ 357.70
SQ *JUSTCHILLIN VAN Perth AU	Ric Vosper Open Event	15/12/2025	$ 304.80
IPWEA.ORG NORTH SYDNEY AU	Membership Renewal	31/12/2025	$ 374.00
Point Walter Golf Bicton AU	Team Recognition	2/01/2026	$ 33.18
LOCAL GOVERNEMENT MANA MT HAWTHORN AU	Staff Training	11/12/2025	$ 475.00
LOCAL GOVERNEMENT MANA MT HAWTHORN AU	Staff Training	11/12/2025	$ 475.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Stat Planning Quarterly Awards	18/12/2025	$ 279.75
COLES 0332 BOORAGOON AU	Strategic Quarterly Award	18/12/2025	$ 111.90
SUPER CHEAP AUTO MYAREE AU	Tools and Equipment	5/12/2025	$ 88.67
The Trustee for THE M O'Connor AU	Team Building Catering	11/12/2025	$ 98.55
SP PETRO INDUSTRIAL BRISBANE AU	Electronic Flow Meter	18/12/2025	$ 484.73
WOOLWORTHS/CNR STOCK R MELVILLE AU	Office Supplies	19/12/2025	$ 140.50
GILBERTS FRESH HILTON HILTON AU	Write Club Catering	3/12/2025	$ 167.97
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Newspapers	8/12/2025	$ 13.50
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Office Supplies	8/12/2025	$ 11.80
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Prize for Quizdom Event	9/12/2025	$ 8.00
RIMPA GLOBAL BURLEIGH HEAD AU	Staff Training	8/12/2025	$ 337.26
RIMPA GLOBAL BURLEIGH HEAD AU	Staff Training	17/12/2025	$ 337.26
Metal Sign and Label P ROCHEDALE SOU AU	IT Asset Labels - 1000 Pcs	19/12/2025	$ 704.00
NINE ENTERTAINMENT CO NORTH SYDNEY AU	Financial Review Subscription Renewal	10/12/2025	$ 1,271.33
POST CANNING BRIDGE AP APPLECROSS AU	Country interlibrary post	15/12/2025	$ 11.15
POST CANNING BRIDGE AP APPLECROSS AU	Postage	15/12/2025	$ 210.12
COLES 0352 MELVILLE AU	Office Supplies	18/12/2025	$ 18.00
THE GOOD GROCER CANN APPLECROSS AU	Office Supplies	23/12/2025	$ 12.00
WOOLWORTHS/254 ROCKING SPEARWOOD AU	Staff Appreciation	10/12/2025	$ 30.00
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Staff Appreciation	10/12/2025	$ 302.15
TOTAL TOOLS OCONNOR O'CONNOR AU	LPG Burner Torch Asphalt	22/12/2025	$ 328.95
Soils Aint Soils Cann Canning Vale AU	Lawn Mix	22/12/2025	$ 271.50
COLES 0332 BOORAGOON AU	Minor Safety Expenses	4/12/2025	$ 27.50
AUSTRALIAN GROWN WILLETTON AU	Staff Uniform	18/12/2025	$ 726.28
CPP STATE LIBRARY PERTH AU	Parking SLWA - Switch Your Thinking	4/12/2025	$ 16.66
POST BULL CREEK LPO BULL CREEK AU	Postage- Summer Reading Quest	8/12/2025	$ 152.90
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Office Supplies	9/12/2025	$ 1.65
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Gifts- Thank a Volunteer Event	9/12/2025	$ 49.10
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Gifts- Thank a Volunteer Event	10/12/2025	$ 16.80
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Office Supplies	10/12/2025	$ 6.00
TEMU.COM PARRAMATTA AU	Material for Jan School Holidays	11/12/2025	$ 48.69
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Material for Jan School Holidays	11/12/2025	$ 39.40
KMART Mulgrave AU	Material for Jan School Holidays	12/12/2025	-$ 17.00
KMART Mulgrave AU	Material for Jan School Holidays	12/12/2025	$ 17.00
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Office Supplies	16/12/2025	$ 1.65
POST BULL CREEK LPO BULL CREEK AU	Postage- Summer Reading Quest	22/12/2025	$ 19.75
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Zip bags and Popcorn for School Holidays	31/12/2025	$ 17.70

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Payee	Description	Date	Amount
LIQUORLAND 3374 BOORAGOON AU	Ice for Events	22/12/2025	$ 15.00
ELITE LOCK SERVICE BOORAGOON AU	Lock Service	3/12/2025	$ 30.00
AUS ELECTRICAL SRVS MYAREE AU	Dry Ice for Mosquito Treatment	3/12/2025	$ 55.00
CITY OF PERTH PERTH AU	Parking	8/12/2025	$ 5.05
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Office equipment	8/12/2025	$ 8.00
BUNNINGS 317000 MELVILLE AU	Stakes for mosquito management equipment	9/12/2025	$ 174.25
BUNNINGS 327000 WILLETTON AU	Stakes for mosquito management equipment	9/12/2025	$ 139.40
HOOKED ONLINE.COM.AU GILBERTON AU	Hooked Online - floats	10/12/2025	$ 279.90
BUNNINGS GROUP LTD HAWTHORN EAST AU	Stakes for mosquito management equipment	11/12/2025	$ 278.80
BUNNINGS GROUP LTD HAWTHORN EAST AU	Refund	11/12/2025	-$ 6.97
COLES 0333 YANGEBUP AU	Office Supplies	15/12/2025	$ 9.80
AUS ELECTRICAL SRVS MYAREE AU	Dry Ice for Mosquito Treatment	16/12/2025	$ 55.00
BCF MYAREE MYAREE AU	Weighers	17/12/2025	$ 269.97
EasyPark PRAHRAN AU	Canning Bridge Staff parking	3/12/2025	$ 59.75
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	3/12/2025	$ 12.99
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	3/12/2025	$ 58.01
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	4/12/2025	$ 35.44
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	4/12/2025	$ 33.75
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	5/12/2025	$ 91.56
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	5/12/2025	$ 116.83
AMAZON MARKETPLACE AU SYDNEY AU	Library Resources	9/12/2025	$ 13.49
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	9/12/2025	$ 416.10
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	10/12/2025	$ 29.98
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	11/12/2025	$ 27.20
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	12/12/2025	$ 139.33
PAYPAL *THE NILE THE N 0412041808 AU	Library Resources	12/12/2025	$ 469.85
PAYPAL *BIG W 4029357733 AU	Library Resources	12/12/2025	$ 121.00
AMAZON MARKETPLACE AU SYDNEY AU	Library Resources	12/12/2025	$ 64.53
AMAZON MARKETPLACE AU SYDNEY AU	Library Resources	12/12/2025	$ 35.11
AMAZON MARKETPLACE AU SYDNEY AU	Refund	15/12/2025	-$ 59.99
AMAZON MARKETPLACE AU SYDNEY AU	Library Resources	15/12/2025	$ 57.78
PAYPAL *THE NILE THE N 0412041808 AU	Library Resources	15/12/2025	$ 36.85
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	16/12/2025	$ 106.56
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	16/12/2025	$ 141.91
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	16/12/2025	$ 24.00
AMAZON MARKETPLACE AU SYDNEY AU	Library Resources	16/12/2025	$ 26.79
WESTWORDS.COM.AU HURLSTONE PAR AU	Library Resources	16/12/2025	$ 79.98
AMAZON MARKETPLACE AU SYDNEY AU	Library Resources	17/12/2025	$ 105.55
AMAZON AU RETAIL SYDNEY AU	Library Resources	17/12/2025	$ 26.29
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	17/12/2025	$ 25.85
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	17/12/2025	$ 49.00
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	18/12/2025	$ 49.14
AMAZON MARKETPLACE AU SYDNEY AU	Library Resources	18/12/2025	$ 69.60
MYO*SATELLITE SECURITY KARDINYA AU	Canning Bridge security services	18/12/2025	$ 357.31
PAYPAL *THE NILE THE N 0412041808 AU	Library Resources	19/12/2025	$ 960.11
PAYPAL *BIG W 4029357733 AU	Library Resources	19/12/2025	$ 22.00
PAYPAL *THE NILE THE N 0412041808 AU	Library Resources	19/12/2025	$ 250.60
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	19/12/2025	$ 74.99
AMAZON AU RETAIL SYDNEY AU	Library Resources	19/12/2025	$ 26.39
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	22/12/2025	$ 81.73
PAYPAL *THE NILE THE N 0412041808 AU	Library Resources	22/12/2025	$ 576.92
PAYPAL *BIG W 4029357733 AU	Library Resources	22/12/2025	$ 354.00
AMAZON AU RETAIL SYDNEY AU	Library Resources	22/12/2025	$ 108.75
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	22/12/2025	$ 328.04
AMAZON AU RETAIL SYDNEY AU	Library Resources	22/12/2025	$ 68.54
AMAZON AU RETAIL SYDNEY AU	Library Resources	22/12/2025	$ 115.83
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	23/12/2025	$ 14.99
PAYPAL *BIG W 4029357733 AU	Library Resources	23/12/2025	$ 22.00
AMAZON AU RETAIL SYDNEY AU	Library Resources	24/12/2025	$ 82.48
AMAZON MARKETPLACE AU SYDNEY AU	Library Resources	30/12/2025	$ 208.05
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	30/12/2025	$ 24.74
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	31/12/2025	$ 65.52
AMAZON AU RETAIL SYDNEY AU	Library Resources	31/12/2025	$ 53.96
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	31/12/2025	$ 25.10
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	2/01/2026	$ 252.78
AMAZON RETA* AMAZON AU SYDNEY AU	Library Resources	2/01/2026	$ 51.73
PAYPAL *BLACKWELLBO 35314369001 GB	Library Resources	2/01/2026	$ 40.23
WOOLWORTHS/254 ROCKING SPEARWOOD AU	Office Supplies	22/12/2025	$ 3.20
BUNNINGS GROUP LTD HAWTHORN EAST AU	Court Fan	5/12/2025	$ 647.96
CLARK RUBBER FRANCHISI HAWTHORN AU	Trial of foam seat for Sauna	8/12/2025	$ 9.95

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Payee	Description	Date	Amount
SP HART SPORT BROOKVALE AU	Pickleballs for sale to patrons	8/12/2025	$ 77.00
Dominos Estore Myaree dominos.com.a AU	Staff Meeting	15/12/2025	$ 43.95
COLES 0352 MELVILLE AU	Funeral gift for staff father passing	17/12/2025	$ 16.50
Bakers Delight Bicton AU	Funeral gift for staff father passing	17/12/2025	$ 9.00
PETITE FLORAL STUDIO BICTON AU	Funeral gift for staff father passing	18/12/2025	$ 100.00
BUNNINGS GROUP LTD HAWTHORN EAST AU	Refund	19/12/2025	-$ 578.00
TOTAL TOOLS OCONNOR O'CONNOR AU	Court Fans since Bunnings no stock	22/12/2025	$ 1,037.00
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Office Supplies	3/12/2025	$ 1.65
KMART Mulgrave AU	Material for School Holidays	5/12/2025	$ 101.36
SP MANGA SEKAI ANDERLECHT BE	Wrong Purchase - Refunded CoM	8/12/2025	$ 103.40
KMART Mulgrave AU	Refund- Glue- Jan School Holidays	8/12/2025	-$ 24.50
KMART Mulgrave AU	Refund- Glue- Jan School Holidays	10/12/2025	-$ 7.68
TARGET 5076 BULL CREEK AU	Material for School Holidays	18/12/2025	$ 23.00
PAYPAL *TEMU COM 4029357733 AU	Material for School Holidays	23/12/2025	$ 47.61
Woolworths Online BellaVista AU	WCC supplies	3/12/2025	$ 134.00
Marmion St Fresh and Melville AU	Catering	11/12/2025	$ 104.93
Marmion St Fresh and Melville AU	Refund	18/12/2025	-$ 104.93
Marmion St Fresh and Melville AU	Catering	18/12/2025	$ 104.93
THE NILE AYXF-87T9 THENILE.COM.A AU	Local Stock Purchase	3/12/2025	$ 65.03
KMART 1162 BOORAGOON AU	Local Stock Purchase	11/12/2025	$ 863.00
AMAZON RETA* AMAZON AU SYDNEY AU	Local Stock Purchase	19/12/2025	$ 33.79
AMAZON RETA* AMAZON AU SYDNEY AU	Local Stock Purchase	19/12/2025	$ 17.80
AMAZON MARKETPLACE AU SYDNEY AU	Local Stock Purchase	22/12/2025	$ 104.82
AMAZON MARKETPLACE AU SYDNEY AU	Local Stock Purchase	22/12/2025	$ 66.92
AMAZON MARKETPLACE AU SYDNEY AU	Local Stock Purchase	22/12/2025	$ 71.71
AMAZON MARKETPLACE AU SYDNEY AU	Local Stock Purchase	22/12/2025	$ 22.17
AMAZON MARKETPLACE AU SYDNEY AU	Local Stock Purchase	29/12/2025	$ 20.78
AMAZON RETA* AMAZON AU SYDNEY AU	Local Stock Purchase	2/01/2026	$ 46.94
NEW EDITION BOOKSHOP FREMANTLE AU	Local Stock Purchase	2/01/2026	$ 1,000.00
CAREERONE PTY LTD SYDNEY AU	HRBP Advertisement	8/12/2025	$ 203.50
DOME DEEP WATER POINT MOUNT PLEASAN AU	Safety Reps Recognition Lunch	10/12/2025	$ 328.85
FACEBK *RGLQB9DMS2 FACEBOOK.COM IE	Advertising	4/12/2025	$ 160.99
FACEBK *LULLJ99MS2 fb.me/ads IE	Advertising	4/12/2025	$ 321.97
FACEBK *6D5CE9DMS2 FACEBOOK.COM IE	Advertising	5/12/2025	$ 808.75
FACEBK *PD9K9ARLS2 fb.me/ads IE	Advertising	8/12/2025	$ 1,287.50
FACEBK *VR9VL9HMS2 fb.me/ads IE	Advertising	15/12/2025	$ 1,287.50
FACEBK *DP2BW9HMS2 fb.me/ads IE	Advertising	16/12/2025	$ 1,287.50
FACEBK *A69Y6AHMS2 fb.me/ads IE	Advertising	22/12/2025	$ 1,287.50
FACEBK *WQG22CZLS2 fb.me/ads IE	Advertising	23/12/2025	$ 1,287.50
FACEBK *TLJNSAMMS2 fb.me/ads IE	Advertising	29/12/2025	$ 1,287.50
FACEBK *YAY82BMMS2 fb.me/ads IE	Advertising	30/12/2025	$ 1,287.50
FACEBK *DFVX7BMMS2 fb.me/ads IE	Advertising	2/01/2026	$ 826.97
KMART 1162 BOORAGOON AU	Library Resources	11/12/2025	$ 613.00
Paperhouse Books Applecross AU	Library Resources	15/12/2025	$ 182.83
LARRIKIN RETAILERS PTY COTTESLOE AU	DEI Library Resources	22/12/2025	$ 797.31
LARRIKIN RETAILERS PTY COTTESLOE AU	Library Resources	22/12/2025	$ 300.69
MYO*SMEDIA PTY LTD SOUTH YARRA AU	The West digital archive renewal	29/12/2025	$ 509.25
BOOKTOPIA ST PETERS AU	Replacement Library Resources	29/12/2025	$ 311.91
BOOKTOPIA ST PETERS AU	Replacement Library Resources	31/12/2025	$ 91.56
Paperhouse Books Applecross AU	Replacement Library Resources	31/12/2025	$ 457.05
BIGW ONLINE BELLA VISTA AU	Replacement Library Resources	2/01/2026	$ 452.00
THE NILE AQ62-WPVK THENILE.COM.A AU	Replacement Library Resources	2/01/2026	$ 233.63
THE NILE AQ4R-5HYV THENILE.COM.A AU	Library Resources	2/01/2026	$ 204.02
KMART 1162 BOORAGOON AU	Office Supplies	22/12/2025	$ 17.25
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Office Supplies	30/12/2025	$ 8.85
OFFICEWORKS Bentleigh Eas AU	Music Studio Light	22/12/2025	$ 25.00
SP KINGS SQUARE FREMANTLE AU	Parking at Meeting	8/12/2025	$ 15.15
FACEBK *ZXYKL8DCG2 fb.me/ads IE	Advertising	8/12/2025	$ 3.17
GARDENFRESHB/125 RISEL BOORAGOON AU	Catering	17/12/2025	$ 6.08
COLES 0332 BOORAGOON AU	Catering	17/12/2025	$ 32.20
Dominos Estore Myaree dominos.com.a AU	Catering	22/12/2025	$ 106.26
COLES 0332 BOORAGOON AU	Gift cards Age friendly voucher	23/12/2025	$ 100.00
COLES 0332 BOORAGOON AU	Gift cards Age friendly voucher	23/12/2025	$ 100.00
GARDEN CITY NEWS BOORAGOON AU	Age friendly gift bags	29/12/2025	$ 5.99
FACEBK *CBW5ABVCG2 fb.me/ads IE	Advertising	29/12/2025	$ 17.37
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Office Supplies	18/12/2025	$ 38.90
PREZZEE* PREZZEE/AUE31 SYDNEY AU	Staff Appreciations	24/12/2025	$ 789.87
COLES 0332 BOORAGOON AU	Melville Meets	4/12/2025	$ 110.00
KMART 1162 BOORAGOON AU	Santa Hats Melville Meets	4/12/2025	$ 35.00
COLES 0332 BOORAGOON AU	Council Meeting	4/12/2025	$ 184.00

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Payee	Description	Date	Amount
COLES 0332 BOORAGOON AU	We Belong Catering	5/12/2025	$ 185.89
SQ *LITTLE GIFT BOX 1800595310 AU	Catering	8/12/2025	$ 828.00
COLES 0332 BOORAGOON AU	Catering	9/12/2025	$ 81.64
THE GOOD GROCER EAST EAST FREMANTL AU	Catering	9/12/2025	$ 38.98
COLES 0332 BOORAGOON AU	Catering	10/12/2025	$ 36.55
GARDEN CITY NEWS BOORAGOON AU	Staff Appreciation Door Prize	12/12/2025	$ 8.99
WORMALD AUSTRALIA PTY SYDNEY AU	Staff Appreciation Event	15/12/2025	$ 545.60
SOUL ORIGIN BOORAGOON BOORAGOON AU	Catering	17/12/2025	$ 31.80
DYNAMICGIFT TUNCURRY AU	Australia Day Gifts	17/12/2025	$ 894.01
MYO*PROMOTIONAL PRODUC ST KILDA AU	Australia Day Gifts	18/12/2025	$ 1,089.82
TWILIO SENDGRID WWW.TWILIO.CO US	Subscription	5/12/2025	$ 155.99
Retravision South Bunbury AU	LeisureFit Materials	8/12/2025	$ 258.00
KMART 1162 BOORAGOON AU	LeisureFit Materials	11/12/2025	$ 68.40
COLES 0332 BOORAGOON AU	Office Supplies	11/12/2025	$ 93.25
Woolworths Online BellaVista AU	Office Supplies	15/12/2025	$ 150.13
MYZONE* MYZONE OSBORNE PARK AU	Subscription	16/12/2025	$ 210.50
WORMALD AUSTRALIA PTY SYDNEY AU	Materials	18/12/2025	$ 445.50
SILVER SPRINGS HOLDING BOORAGOON AU	Materials	18/12/2025	$ 40.00
SUBWAY MELVILLE MYAREE AU	Catering	19/12/2025	$ 198.40
SETON GREYSTANCES AU	Materials	22/12/2025	$ 63.12
Pin* LIWA Aquatics Mt Claremont AU	Materials	22/12/2025	$ 124.07
Google CLOUD N2vQ34 Sydney AU	Subscription	3/12/2025	$ 234.86
CITYMELVILLE PARKING BOORAGOON AU	Parking Fee	4/12/2025	$ 2.80
DOME DEEP WATER POINT MOUNT PLEASAN AU	Catering	5/12/2025	$ 15.60
Quarter Acre Hotel Applecross AU	Event	8/12/2025	$ 41.50
Quarter Acre Hotel Applecross AU	Event	8/12/2025	$ 97.16
Quarter Acre Hotel Applecross AU	Event	8/12/2025	$ 63.76
REMOTEPC 818-275-5909 REMOTEPC.COM US	Subscription	11/12/2025	$ 467.65
PREZZEE* PREZZEE/AUE3E SYDNEY AU	Staff Appreciation	24/12/2025	$ 253.17
FLOSSYS FAIRY FLOSS MOORABBIN AU	Materials	4/12/2025	$ 98.58
AMAZON MARKETPLACE AU SYDNEY AU	Materials	5/12/2025	$ 15.99
SPUDSHED JANDAKOT AU	Catering	8/12/2025	$ 215.56
SPUDSHED JANDAKOT AU	Catering	8/12/2025	$ 295.20
GILBERTS FRESH HILTON HILTON AU	Catering	9/12/2025	$ 119.99
DAN MURPHY'S/52 BENNIN BULL CREEK AU	Event	11/12/2025	$ 57.00
VINNIES MYAREE MYAREE AU	Materials	11/12/2025	$ 19.00
WINTHROP GARDENS SUP WINTHROP AU	Catering	11/12/2025	$ 50.99
SALVOS STORES CANNINGTON AU	Materials	30/12/2025	$ 220.00
BUNNINGS 317000 MELVILLE AU	Materials	4/12/2025	$ 63.94
SP JB HI-FI ONLINE SOUTHBANK AU	Materials	10/12/2025	$ 174.00
THE GOOD GROCER MYAR MYAREE AU	Catering	12/12/2025	$ 39.92
THE GOOD GROCER MYAR MYAREE AU	Catering	12/12/2025	$ 68.71
The Good Grocer Myaree Myaree AU	Catering	12/12/2025	$ 275.00
RED DOT STORES SECRET HARBOU AU	Office Supplies	4/12/2025	$ 25.98
COSTCO WHOLESALE AUSTR CASUARINA AU	Office Supplies	5/12/2025	$ 101.95
KMART 1024 KARDINYA AU	Office Supplies	5/12/2025	$ 140.00
COLES 0332 BOORAGOON AU	Catering	5/12/2025	$ 133.32
AMPOL WOW MURDOCH MURDOCH AU	Office Supplies	8/12/2025	$ 19.00
COLES 0391 KARDINYA AU	Catering	8/12/2025	$ 90.40
Under The Sun Kardiny Kardinya AU	Office Supplies	8/12/2025	$ 40.44
COSTCO WHOLESALE AUSTR CASUARINA AU	Office Supplies	8/12/2025	$ 447.69
IGA WILLAGEE WILLAGEE AU	Catering	3/12/2025	$ 7.18
WOOLWORTHS/CNR STOCK R MELVILLE AU	Catering	4/12/2025	$ 137.86
BOUNCE HOLDINGS AUSTRA GLEN IRIS AU	Catering	4/12/2025	$ 130.16
IGA WILLAGEE WILLAGEE AU	Catering	5/12/2025	$ 4.00
IGA WILLAGEE WILLAGEE AU	Catering	5/12/2025	$ 51.61
IGA WILLAGEE WILLAGEE AU	Catering	8/12/2025	$ 21.58
IGA WILLAGEE WILLAGEE AU	Catering	9/12/2025	$ 4.00
IGA WILLAGEE WILLAGEE AU	Catering	9/12/2025	$ 95.96
KMART 1024 KARDINYA AU	Office Supplies	10/12/2025	$ 120.40
IGA WILLAGEE WILLAGEE AU	Catering	10/12/2025	$ 34.09
IGA WILLAGEE WILLAGEE AU	Catering	10/12/2025	$ 10.70
IGA WILLAGEE WILLAGEE AU	Catering	11/12/2025	$ 11.88
KMART 1024 KARDINYA AU	Office Supplies	12/12/2025	$ 10.00
Under The Sun Kardiny Kardinya AU	Office Supplies	12/12/2025	$ 18.19
COLES 0391 KARDINYA AU	Office Supplies	12/12/2025	$ 100.35
IGA WILLAGEE WILLAGEE AU	Catering	15/12/2025	$ 13.23
Little Olive Leaf Willagee AU	Catering	16/12/2025	$ 24.70
WOOLWORTHS/CNR STOCK R MELVILLE AU	Office Supplies	16/12/2025	$ 110.01
IGA WILLAGEE WILLAGEE AU	Catering	17/12/2025	$ 7.78

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Payee	Description	Date	Amount
IGA WILLAGEE WILLAGEE AU	Catering	18/12/2025	$ 23.67
Dominos Estore Myaree dominos.com.a AU	Catering	22/12/2025	$ 64.00
STANDARD FLEET STANDARDFLEET US	Materials	15/12/2025	$ 485.77
AMZNPRIMEAU MEMBERSHIP SYDNEY SOUTH AU	Subscription	22/12/2025	$ 9.99
Westpac	Credit Balance	2/12/2025	-$ 38.68
Soundtrack Your Brand Stockholm SE	Subscription for Soundtrack	5/12/2025	$ 729.24
GILBERTS FRESH HILTON HILTON AU	Catering for Sustainability Group	9/12/2025	$ 1,473.85
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Catering for Write Club	3/12/2025	$ 30.00
LS Big Loaf Factory Ba O'Connor AU	Catering for Write Club	3/12/2025	$ 718.04
GARDEN CITY NEWS BOORAGOON AU	Materials for Write Club	5/12/2025	$ 12.99
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Materials for Write Club	10/12/2025	$ 23.90
SQ *MICRO LOTE COFFEE Ardross AU	Catering for Write Club	11/12/2025	$ 150.00
SQ *MICRO LOTE COFFEE Ardross AU	Catering for Write Club	11/12/2025	$ 174.07
ADVANCE PRESS 2013 PTY BASSENDEAN AU	Artwork Preparation Write Club	15/12/2025	$ 662.39
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Event Catering	3/12/2025	$ 335.15
AUSSIE NATURAL SPRIN WANGARA AU	Office Supplies	5/12/2025	$ 21.66
THE GOOD GROCER MYAR MYAREE AU	Office Supplies	15/12/2025	$ 27.38
THE GOOD GROCER MYAR MYAREE AU	Office Supplies	16/12/2025	$ 25.87
SP ECOSTORE DEV RICHMOND AU	Office Supplies	16/12/2025	$ 207.99
AUSSIE NATURAL SPRIN WANGARA AU	Office Supplies	19/12/2025	$ 21.66
THE GOOD GROCER MYAR MYAREE AU	Catering	31/12/2025	$ 98.71
MYAREE NEWSEXTRA MYAREE AU	Office Supplies	2/01/2026	$ 23.60
GRAYSONLINE COM JANDAKOT AU	Fee associated with an abandoned vehicle	5/12/2025	$ 60.06
JB HI FI BOORAGOON BOORAGOON AU	Purchase of a micro-USB reader required	11/12/2025	$ 39.00
KMART 1162 BOORAGOON AU	Purchase of 13 sunshades for City vehicle	30/12/2025	$ 58.50
			$ 71,878.28

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STATEMENT OF FINANCIAL ACTIVITY
For the period 1 July 2025 to 31 January 2026

	January Actual $	*YTD Rev. Budget $*	*YTD Actual $*	*Variance $*	*Variance %*	*Annual Budget $*	*Annual Rev. Budget $*
OPERATING ACTIVITIES							
Revenue from operating activities							
Grants & Contributions	100,236	1,155,713	1,188,869	33,156	3%	5,518,314	6,003,964
Fees & Charges	1,901,342	12,976,277	13,621,957	645,680	5%	19,556,875	19,556,875
Service Charges	476	5,757,591	5,780,718	23,127	0%	6,186,810	6,186,810
Investment Earnings	721,036	5,208,216	5,187,408	(20,808)	0%	7,922,369	7,943,369
Other Revenue	143,792	1,042,179	942,229	(99,950)		1,026,881	1,014,881
	2,866,882	26,139,976	26,721,181	581,205		40,211,248	40,705,898
Expenditure from operating activities							
Employee Costs	(5,156,565)	(42,666,542)	(41,171,149)	1,495,393	-4%	(72,190,946)	(72,821,538)
Materials & Contracts	(3,397,636)	(26,811,584)	(25,333,663)	1,477,922	-6%	(46,323,379)	(47,143,879)
Utilities	(693,843)	(2,648,713)	(2,632,277)	16,435	-1%	(4,496,931)	(4,496,931)
Insurance	(1,630)	(1,429,896)	(1,429,112)	783	0%	(1,439,875)	(1,439,875)
Depreciation	(3,254,242)	(22,877,993)	(22,598,175)	279,818	-1%	(39,297,378)	(39,428,622)
	(12,427,589)	(96,711,550)	(93,509,645)	3,201,905		(166,497,784)	(168,245,209)
Non-cash amounts excluded from operating activities							
(Profit)/Loss on Asset Disposals	(8,140)	(376,962)	(55,013)	321,948	-85%	90,600	102,600
Depreciation on Assets	3,254,242	24,013,118	22,598,175	(1,414,943)	-6%	39,660,672	39,769,301
Plant Capital Charge	-	-	-	-	100%	-	-
Plant Investment Provision						235,305	235,305
Movement in Deferred Rates	11,366	-	111,720	111,720	100%	-	
	3,257,468	23,636,156	22,654,882	(981,274)		39,986,577	40,107,206
Investing Activities							
Capital grants, subsidies and contributions	124,000	1,117,809	1,771,298	653,489		9,848,879	12,391,634
Proceeds from Disposal of Assets	16,140	376,962	378,370	1,408	0%	2,100,300	2,293,107
Recoup from self-supporting loans	89,946	158,488	172,001	13,513	9%	175,711	175,711
Purchase of Furniture & Equipment	94,754	(869,709)	(364,266)	505,444	-58%	(3,299,644)	(3,871,385)
Purchase of Plant & Equipment	(160,554)	(2,347,915)	(2,383,399)	(35,483)	2%	(5,541,241)	(6,298,240)
Purchase of Land & Buildings	(589,185)	(5,242,034)	(4,923,110)	318,924	-6%	(17,408,158)	(17,903,753)
Purchase of Infrastructure Assets	(2,653,244)	(15,508,496)	(13,224,494)	2,284,003	-15%	(34,248,942)	(34,023,539)
	(3,078,143)	(22,314,896)	(18,573,600)	3,727,784		(48,373,095)	(47,236,465)
Financing Activities							
Repayment of Carawatha Equity	-	-	-	-		-	-
Repayment of self supporting loans	- 4,806	(106,940)	(106,938)	2	0%	(202,993)	(202,993)
Transfer to reserve accounts	50	-	-	-	100%	(35,743,410)	(35,743,410)
Transfer from reserve accounts	-	-	-	-	100%	55,755,595	55,751,112
Carry Forward Funds	-		-	-	100%		
	(4,756)	(106,940)	(106,938)	2		19,809,192	19,804,709
Estimated surplus / (deficit) - B/Fwd	61,748,270	-	304,265				
Estimated (surplus) / deficit - C/Fwd	(52,428,027)	(45,234,293)	(52,428,027)				
Amount to be raised from general rates	**(65,896)**	**(114,591,546)**	**(114,937,881)**			**(114,863,860)**	**(114,863,860)**

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STATEMENT OF COMPREHENSIVE INCOME
For the period 1 July 2025 to 31 January 2026

	January Actual $	*YTD Rev. Budget $*	*YTD Actual $*	*Variance $*	*Variance %*	*Annual Rev. Budget $*
Revenue						
Rates	65,896	114,591,547	114,937,881	346,335	0%	114,863,860
Grants & Contributions	100,236	1,155,713	1,188,869	33,156	3%	6,003,964
Fees & Charges	1,901,342	12,976,277	13,621,957	645,680	5%	19,556,875
Service Charges	476	5,757,591	5,780,718	23,127	0%	6,186,810
Interest Earnings	721,036	5,208,216	5,187,408	(20,808)		7,943,369
Other Revenue	135,652	665,218	887,215	221,998	33%	1,117,481
	2,924,638	140,354,561	141,604,049	1,249,488	1%	155,672,358
Expenses						
Employee Costs	(5,156,565)	(42,666,542)	(41,171,149)	1,495,393	-4%	(72,821,538)
Materials & Contracts	(3,397,636)	(26,811,584)	(25,333,663)	1,477,922	-6%	(47,353,084)
Utilities	(693,843)	(2,648,713)	(2,632,277)	16,435	-1%	(4,496,931)
Insurance	(1,630)	(1,429,896)	(1,429,112)	783	0%	(1,439,875)
Depreciation	(3,254,242)	(22,877,993)	(22,598,175)	279,818	-1%	(39,219,417)
Finance Costs	(5,639)	(23,954)	(27,609)	(3,655)	15%	(41,501)
Other Expenditure	81,967	(252,868)	(317,659)	(64,791)	26%	(2,867,086)
	(12,427,589)	(96,711,550)	(93,509,645)	3,201,905	-3%	(168,239,432)
	(9,502,951)	**43,643,011**	**48,094,405**	**4,451,393**	**10%**	**(12,567,073)**
Grants/Contributions for the Development of Assets						
Non-Operating Grants, Subsidies and Contributions	124,000	1,117,809	1,771,298	653,489	58%	12,391,634
(Profit)/Loss on Disposal of Assets						
Proceeds on Disposal	16,140	376,962	378,370	1,408	0%	2,293,107
Net Book Value from Disposal of Assets	(8,000)	0	(323,356)	(323,356)	100%	(2,395,707)
	8,140	376,962	55,013	(321,948)	-85%	(102,600)
NET RESULT	**(9,370,811)**	**45,137,782**	**49,920,716**	**4,782,934**	**11%**	**(278,039)**
Other Comprehensive Income	-	-	-			-
Total Other Comprehensive Income	-	-	-			-
TOTAL COMPREHENSIVE INCOME	**(9,370,811)**	**45,137,782**	**49,920,716**			**(278,039)**

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REPRESENTATION OF NET WORKING CAPITAL AS AT 31 JANUARY 2026					
Net Current Assets Represented by	***31 JANUARY 2026***			***31 DECEMBER 2025***	
Current Assets					
Cash & Cash Equivalents					
Cash in Hand	7,690			7,690	
Cash at Bank/(Overdraft)	418,357			7,226,367	
Investments	189,174,725			184,653,047	
		189,600,772			191,887,105
Trade & Other Receivables					
Debtors - Rates	17,042,919			23,883,306	
Debtors - Security Charge	186,411			205,980	
Debtors - Pool Inspection Fee	35,992			39,739	
Debtors - Instalment Fee	18			18	
Debtors - UGP	922,352			1,217,027	
Debtors - Refuse	401,955			461,162	
FESA Levy Debtors	8,658,950			9,176,097	
Pensioner Rebates	1,657,153			1,636,929	
Sundry Debtors	811,178			1,170,042	
Less : Provision for Doubtful Debts	(4,228)			(4,228)	
		29,712,699			37,786,073
Inventories	190,387	190,387		184,835	184,835
Other Financial Assets					
Accrued Income	2,231,696			2,055,801	
Prepayments	292,909			292,909	
Other	0			0	
GST Claim (Net)	523,081			394,013	
		3,047,685			2,742,724
Total Current Assets		**222,551,544**			**232,600,737**
Current Liabilities					
Trade & Other Payables					
FESA Levy Payable	9,622,509			10,829,210	
Sundry Creditors	18,521,678			17,892,120	
Amount Received in Advance	1,045,215			925,347	
		29,189,403			29,646,678
Provisions					
Provision for Long Service Leave	3,529,906			3,587,211	
Provision for Annual Leave	4,356,962			4,619,699	
Accrued Wages	8,868			8,868	
		7,895,736			8,215,778
Total Current Liabilities		**37,085,139**			**37,862,456**
Net Current Assets		**185,466,405**			**194,738,281**
Less: Restricted Assets					
Reserves	133,070,058			133,070,058	
		133,070,058			133,070,058
Timing Difference		(31,680)			(80,047)
Net Working Capital		**52,428,027**			**61,748,270**

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NET WORKING CAPITAL RECONCILIATION
FOR THE MONTH OF JANUARY 2026

		YTD Actual $
Net Result		49,920,716
Add:		
Surplus B/Fwd.		304,265
Proceeds on disposal of Assets		378,370
Carry Forward Reserve Transfers		-
Reserve: Funds to be Used		-
Self Supporting Loans - Principal (Net)		65,063
Depreciation Written back		22,598,175
Plant Capital Charge		-
(Profit)/Loss on Asset Disposal		(55,013)
	Sub Total	**73,211,576**
Less:		
Acquisition of Fixed assets		7,670,775
Proceeds from Carawatha Equity		-
Expenditure on Infrastructure assets		13,224,494
Reserve: Funds to be Set Aside		-
Non Current Adjustments		(111,720)
	Sub Total	**20,783,549**
	Net Working Capital	**52,428,027**

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Notes to the Statement of Financial Activity
Financial Year-To-Date Ending 31 January 2026

This report provides commentary on the year-to-date variances identified in attachment 6002B –Statement of Financial Activity by Nature, for the period ended 31 January 2026.

In accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, a local government is required each financial year, to adopt a percentage or value to be used in statements of financial activity for the reporting of material variances. The City's Accounting Policy CP-025, indicates that this will occur each year when adopting the annual budget. When adopting the 2025-2026 Annual Budget, a level of 10% or $100,000 (whichever is the greater) was adopted for the reporting of material variances for the 2025-2026 financial year. Variances less than 10% or $100,000 are not considered material and are not detailed in this report.

Variances are based on 'Actual' income raised and expenditure incurred, compared to the Year-to-Date Revised Budget, and are shown in the Year-to-Date Budget Variance column in the tables below. The main reasons for the variances are outlined in this report.

In the tables below, positive variances are shown in black coloured font, and negative variances are shown in both parentheses and in red coloured font, i.e. (XXX.XX). These tables refer to the applicable nature and type variance.

Operating Revenue

General Rates	YTD Budget $	YTD Actual $	YTD Budget Variance $
	114,591,546	**114,937,881**	**346,335**
Rates income shows a positive variance due to various residential and commercial interim rate adjustments across the City, but particularly arising from the following commercial development. • *Hospital Building at 5 Bedbrook Row, Murdoch*			*346,335*

Fees and Charges	YTD Budget $	YTD Actual $	YTD Budget Variance $
	12,976,277	**13,621,957**	**645,680**
Resource Recovery and Fleet Services shows a positive variance related mainly to domestic refuse collection charges, with $178,142 related to residents who have opted to upgrade their 140L general waste bin to a 240L general waste bin.			*207,602*
Healthy Melville shows a positive variance related mainly to membership and term/holiday program fees ($59,437), and lease/hire fees ($78,020) being higher than anticipated for this time of year.			*195,273*
Financial Services shows a positive variance made up mainly of credit card surcharge income.			*141,529*
Statutory Planning shows a positive variance made up of license fees ($71,365) and land information certificate fees ($60,465).			*122,261*
Other service areas show a net negative variance made up of minor amounts.			*(20,985)*

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Notes to the Statement of Financial Activity
Financial Year-To-Date Ending 31 January 2026

Operating Expenditure

Employee Costs	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(42,666,542)	**(41,171,149)**	**1,495,393**
The significant underspend in employment costs is mainly related to staff vacancies and leave across the organisation. *At the organisational level, ordinary time earnings show a positive variance of $1,204,174, offset by negative variances in overtime earnings of $194,184 and labour hire of $937,408 as contract staff are being used to fill several vacant roles, particularly in Natural Areas and Parks, and Engineering. Leave shows a $1,223,705 positive variance, and staff training and development shows an underspend of $191,861.*			
Information Technology shows a positive variance mainly related to previous vacancies in the Chief Information Officer role and Process Improvement Auditor role.			*333,045*
Legal Governance and Risk shows a positive variance related to previous vacancies in the Senior Governance Officer, Governance Project Officer and Governance Officer roles.			*323,863*
Engineering shows a positive variance made up of minor amounts.			*203,739*
Natural Areas and Parks shows a positive variance made up of minor amounts.			*201,452*
Chief Executive Officer shows a positive variance made up of minor amounts.			*157,747*
Communications and Engagement shows a positive variance made up of minor amounts.			*148,883*
Resource Recovery and Fleet Services shows a positive variance due to vacancies in the Heavy Duty Mechanic and Waste Collection Driver positions.			*141,555*
Financial Services shows a positive variance made up of minor amounts.			*137,299*
City Buildings and Projects shows a positive variance made up of minor amounts.			*124,537*
Strategic Property and Leasing shows a positive variance due to a previous vacancy in the Senior Land and Property Officer role.			*110,034*
Community Safety shows a negative variance mainly in the Law, Order and Public Safety team.			*(146,070)*
Healthy Melville shows a significant overspend at LeisureFit Booragoon, particularly related to the City's group fitness program and the swimming pool.			*(289,813)*
The remaining net positive variance relates to minor amounts in other service areas.			*49,122*

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Notes to the Statement of Financial Activity
Financial Year-To-Date Ending 31 January 2026

Operating Expenditure (cont.)

Materials and Contracts	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(26,811,584)	**(25,333,662)**	**1,477,922**
Resource Recovery and Fleet Services shows positive variances made up mainly of waste disposal costs of $395,608, waste recyclables processing fees of $279,505 related to the FOGO program, fuel and lubricants of $141,153, and professional consultancies of $80,750.			*982,432*
Legal Governance and Risk shows a positive timing variance related mainly to election expenses yet to be charged to the City.			*499,298*
Engineering shows a positive variance made up of mainly of professional consultancies of $114,235, and Contractors – AdHoc of $102,388 across several Civil Maintenance programs.			*252,677*
Cultural Development shows a positive variance of $100,000 related to Case Management at Willagee, and other minor variances across the City's cultural programs.			*229,083*
Sustainability and Performance shows a positive timing variance related to professional consultancies.			*188,519*
Chief Executive Officer shows a positive timing variance related mainly to the organisational membership fee for the Perth South West Metropolitan Alliance. This membership fee was paid in February 2026.			*146,496*
Healthy Melville shows a positive variance made up of minor amounts across the City's recreational facilities.			*132,723*
Strategic Property and Leasing shows a positive variance made up of minor amounts.			*112,373*
Communications and Engagement shows a positive variance made up of minor amounts.			*111,945*
Community Safety shows a negative variance made up mainly of software subscription and license fees.			*(340,772)*
Natural Areas and Parks shows a net negative variance mainly made up of Contractors – Adhoc amounts related to the fertilizing program ($180,840) and turf renovation ($216,535) at various reserves, Stores and Materials of $114,445, Pruning and Maintenance of $144,679 and Watering of $91,676, with the remaining balance made up of minor positive and negative amounts across the City's parks and reserves.			*(1,187,804)*

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Notes to the Statement of Financial Activity
Financial Year-To-Date Ending 31 January 2026

Operating Expenditure (cont.)

Materials and Contracts (Cont.)	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(26,811,584)	**(25,333,663)**	**1,477,922**
The remaining net positive variance relates to minor amounts in other service areas.			*350,952*

Capital Income

Non-Operating Grants, Subsidies and Contributions	YTD Budget $	YTD Actual $	YTD Budget Variance $
	1,117,809	**1,771,298**	**653,489**
Non-Operating Grants, Subsidies and Contributions shows a positive variance related mainly to the following, • *Receipt of a $100,000 contribution toward modifications at the Melville Community Men's Shed.* • *Receipt of grant income of $225,000 related to the completion of the Southside BMX facilities at Bob Gordon Reserve.* • *Capital contribution of $62,915 from Perth Saints Football Club to upgrade the lighting at Tompkins Park.* • *Main Roads grant received for 2024-2025 projects was $98,241 more than budget.* • *Receipt of National Black Spot grant income of $64,000 related to the completion of the intersection works at Marmion and Justinian Streets, Palmyra.* • *Receipt of a $124,000 contribution towards resurfacing of the Sports Courts at Peter Ellis Reserve (Leeming SHS).*			*653,489*

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Notes to the Statement of Financial Activity
Financial Year-To-Date Ending 31 January 2026

Capital Expenditure

Purchase of Furniture and Equipment	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(869,709)	**(364,265)**	**505,444**
Public Arts Program - shows a positive timing variance related to the purchase of public artworks.			*154,650*
Christmas Decorations – The actual expenditure related to Christmas light displays was classified as operating expenditure. This capital expenditure budget needs to be transferred to the applicable operating accounts, reducing the variance in this account.			*220,000*
Remaining net positive variance made up of minor positive and negative amounts.			*130,794*

Purchase of Land and Buildings	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(5,242,034)	**(4,923,110)**	**318,924**
Operations Centre Security office fit out – The restructure of Melsafe Operations at the City resulted in changes in the scope of this project, resulting in a negative variance.			*(122,600)*
Changeroom Upgrade program – This variance is made up of several minor timing variances across the City's changeroom upgrade program.			*111,284*
The remaining net positive variance is made up of minor positive and negative amounts across several building projects.			*330,240*

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Notes to the Statement of Financial Activity
Financial Year-To-Date Ending 31 January 2026

Capital Expenditure (cont.)

Purchase of Infrastructure Assets	YTD Budget $	YTD Actual $	YTD Budget Variance $
	(15,508,496)	**(13,224,494)**	**2,284,002**
Drainage - *Gully Infill Program $110,899 positive timing variance.* - *Drainage Asset Renewal $152,225 positive timing variance.*			*409,430*
Environmental			*90,127*
Foreshore Facilities			*64,364*
Irrigation			*(12,914)*
Lighting			*70,218*
Parks Streetscapes Structures - *Urban Forest Tree program - New $123,859 positive timing variance.* - *Goolugatup Heathcote Lower Dev - Stage 1 $101,585 positive timing variance.*			*443,201*
Paths - *Woolshed Park asphalt path renewal $209,677 positive timing variance.*			*318,058*
Playgrounds			*74,317*
Roads - *Blue Gum Reserve (East) car park renewal $190,493 negative variance.* - *Leeming Recreation Centre car park $338,610 positive variance.* - *Flinders Crescent road resurfacing $122,953 positive timing variance.* - *Road Rejuvenation Ongoing Program $136,820 positive variance.* - *Nolan Way from Preedy Court to Loop End road resurfacing $149,624 positive variance.*			*827,201*

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STATEMENT OF FINANCIAL POSITION AS AT 31 JANUARY 2026		
	2025-2026 31 January 2026 $	***2024-2025 30 June 2025 $***
Current assets		
Cash & cash equivalents	53,899,849	31,231,114
Trade and other receivables	32,483,689	14,575,509
Other financial assets	135,876,603	133,701,973
Inventories	190,387	169,590
Contract assets	-	-
Other assets	292,909	1,931,399
Total current assets	**222,743,437**	**181,609,585**
Non current assets		
Trade and other receivables	1,822,733	2,101,022
Other financial assets	14,086,494	15,326,577
Property, plant & equipment	492,412,654	496,497,951
Infrastructure	753,907,907	707,410,134
Investment property	64,197,754	60,846,541
Total non current assets	**1,326,427,542**	**1,282,182,225**
TOTAL ASSETS	**1,549,170,978**	**1,463,791,810**
Current liabilities		
Trade and other payables	24,041,392	22,539,878
Other liabilities		68,974
Contract liabilities	5,164,224	2,451,905
Borrowings	175,680	209,511
Employee related provisions	7,895,736	9,330,106
Total current liabilities	**37,277,032**	**34,600,374**
Non current liabilities		
Trade and other payables	283,811	286,510
Other liabilities		1,160,463
Borrowings	2,044,449	997,621
Employee related provisions	1,204,411	972,066
Other provisions	7,037,896	6,893,140
Total non current liabilities	**10,570,567**	**10,309,800**
TOTAL LIABILITIES	**47,847,599**	**44,910,174**
NET ASSETS	**1,501,323,379**	**1,418,881,636**
Equity		
Retained surplus	427,571,471	369,753,939
Reserve accounts	133,070,058	146,700,966
Revaluation surplus	940,681,850	902,426,731
TOTAL EQUITY	**1,501,323,379**	**1,418,881,636**

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City of Melville

SUMMARY OF DEBTORS

FOR THE PERIOD ENDING : 31 January 2026

Detail	Actuals Current Month YTD	Actuals Previous Month YTD	*% Diff Current Mth to Previous Mth*	Actuals This Month Last Year YTD	*% Diff Current Mth to Current Mth Last Yr*
RATE DEBTORS					
Opening Balance - 1 July	4,240,118	4,240,118	*0%*	4,269,129	*-1%*
Rates & Charges Raised	115,334,150	115,227,854	*0%*	109,094,758	*6%*
Payments Received	(102,531,349)	(95,584,665)	*7%*	(91,795,949)	*12%*
Closing Balance	17,042,919	23,883,306	*-29%*	21,567,938	*-21%*
REFUSE DEBTORS					
Opening Balance - 1 July	60,362	60,362	*0%*	55,013	*10%*
Rates & Charges Raised	1,897,640	1,894,374	*0%*	1,762,861	*8%*
Payments Received	(1,556,046)	(1,493,574)	*4%*	(1,514,666)	*3%*
Closing Balance	401,955	461,162	*-13%*	303,208	*33%*
FESA DEBTORS					
Opening Balance - 1 July	791,999	791,999	*0%*	813,475	*-3%*
Rates & Charges Raised	20,745,355	20,728,562	*0%*	19,512,452	*6%*
Payments Received	(12,878,404)	(12,344,463)	*4%*	(16,566,093)	*-22%*
Closing Balance	8,658,950	9,176,097	*-6%*	3,759,834	*130%*
UNDERGROUND POWER DEBTORS					
Opening Balance - 1 July	55,814	55,814	*0%*	166,494	*-66%*
Rates Raised	2,785,103	2,784,896	*0%*	(27,501)	*-10227%*
Payments Received	(1,918,565)	(1,623,683)	*18%*	(46,732)	*4005%*
Closing Balance	922,352	1,217,027	*-24%*	92,261	*900%*
POOL DEBTORS					
Opening Balance - 1 July	18,243	18,243	*0%*	17,903	*2%*
Rates & Charges Raised	658,271	658,088	*0%*	495,932	*33%*
Payments Received	(640,522)	(636,592)	*1%*	(483,680)	*32%*
Closing Balance	35,992	39,739	*-9%*	30,156	*19%*
SECURITY DEBTORS (SECL)					
Opening Balance - 1 July	106,571	106,571	*0%*	103,829	*3%*
Rates & Charges Raised	3,036,758	3,036,131	*0%*	2,788,047	*9%*
Payments Received	(2,956,917)	(2,936,722)	*1%*	(2,717,782)	*9%*
Closing Balance	186,411	205,980	*-10%*	174,095	*7%*
INSTALMENT FEE DEBTORS					
Opening Balance - 1 July	18	18	*0%*	22	*-19%*
Rates & Charges Raised	0	0	*0*	0	*#DIV/0!*
Payments Received	(0)	0	*0*	(4)	*-99%*
Closing Balance	18	18	*0%*	18	*0%*

SUMMARY OF RATE DEBTOR MOVEMENT

Detail	Actuals Current Month YTD	Actuals Previous Month YTD	*% Diff Current Mth to Previous Mth*	Actuals This Month Last Year YTD	*% Diff Current Mth to Current Mth Last Yr*
Opening Balance - 1 July	5,273,124	5,273,124	*0%*	5,425,866	*-3%*
Debtors Raised	144,457,276	144,329,905	*0%*	133,626,549	*8%*
Payments Received	(122,481,803)	(114,619,699)	*7%*	(113,124,907)	*8%*
Closing Balance	27,248,597	34,983,330	*-22%*	25,927,508	*5%*

SUMMARY OF SUNDRY DEBTOR MOVEMENT

Detail	Actuals Current Month YTD	Actuals Previous Month YTD	*% Diff Current Mth to Previous Mth*	Actuals This Month Last Year YTD	*% Diff Current Mth to Current Mth Last Yr*
Opening Balance - 1 July	428,089	428,089	*0%*	565,184	*-24%*
Invoices Raised	4,967,547	3,907,004	*27%*	2,762,352	*80%*
Receipts	(4,623,467)	(3,204,715)	*44%*	(2,434,066)	*90%*
Prepayments	39,009	39,665	*-2%*	(19,685)	*-298%*
Closing Balance	811,178	1,170,042	*-31%*	873,786	*-7%*

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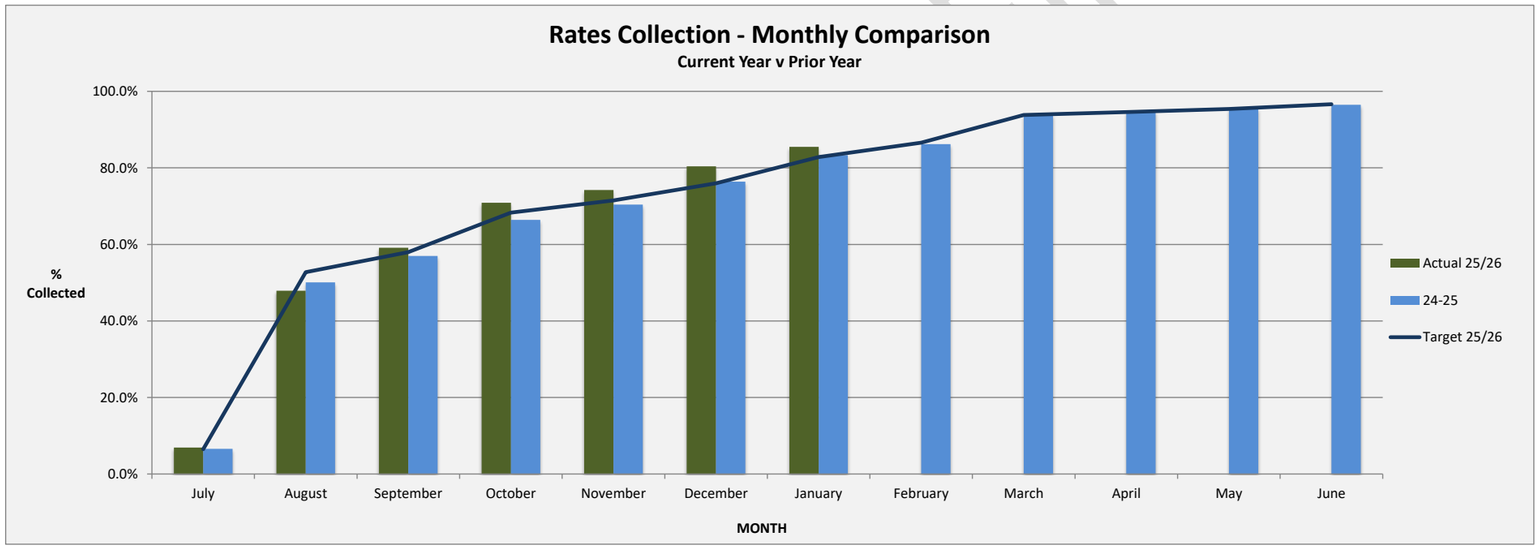
Rates Collection Progress

	TARGET	CURRENT	% Diff	Prior Year	% Diff																3 year
Month	Target 25/26	Actual 25/26	Curr v Tar	24-25	Curr V Prev	23/24	22/23	21/22	20/21	19/20	18/19	17/18	16/17	15/16	14/15	13/14	12/13	11/12	10 / 11	09/10	08/09	06/07	average
July	6.5%	6.9%	*-0.4%*	6.6%	*-0.3%*	6.3%	6.5%	6.4%	1.5%	7.9%	2.6%	9.0%	10.2%	7.4%	27.5%	13.0%	23.3%	11.3%	0.0%	6.6%	13.9%	25.5%	6.5%
August	52.8%	47.9%	*4.9%*	50.1%	*2.2%*	53.8%	54.4%	55.4%	21.1%	56.5%	57.0%	55.4%	56.2%	57.5%	60.8%	60.0%	55.5%	61.3%	56.2%	58.4%	65.0%	69.1%	52.8%
September	58.0%	59.1%	*-1.1%*	57.0%	*-2.1%*	58.2%	58.8%	60.5%	54.5%	59.8%	60.3%	60.5%	61.9%	63.0%	64.8%	65.1%	61.3%	63.9%	62.3%	61.2%	67.4%	71.2%	58.0%
October	68.3%	70.9%	*-2.6%*	66.4%	*-4.5%*	69.1%	69.4%	67.7%	62.8%	68.9%	69.5%	70.4%	70.6%	71.6%	74.2%	74.2%	72.6%	73.0%	69.1%	73.1%	74.0%	78.0%	68.3%
November	71.5%	74.2%	*-2.7%*	70.4%	*-3.8%*	72.0%	72.1%	71.7%	67.3%	72.3%	72.4%	71.8%	73.2%	73.8%	76.0%	76.1%	76.8%	75.8%	75.6%	75.0%	75.3%	79.3%	71.5%
December	76.0%	80.4%	*-4.4%*	76.4%	*-4.0%*	75.6%	75.9%	77.0%	69.7%	75.7%	76.4%	75.5%	81.7%	81.4%	80.1%	79.9%	79.8%	80.9%	78.5%	82.4%	81.3%	85.5%	76.0%
January	82.8%	85.5%	*-2.7%*	83.3%	*-2.2%*	82.7%	82.5%	82.7%	78.6%	81.0%	82.1%	82.2%	84.2%	83.8%	84.9%	85.2%	83.8%	84.7%	84.0%	84.3%	83.7%	88.2%	82.8%
February	86.6%		*86.6%*	86.2%	*86.2%*	87.0%	86.6%	86.7%	81.7%	84.8%	85.8%	86.8%	86.8%	92.0%	89.4%	89.0%	88.7%	88.2%	86.2%	88.7%	86.6%	94.5%	86.6%
March	93.8%		*93.8%*	93.8%	*93.8%*	93.8%	93.8%	93.0%	90.9%	90.8%	92.3%	94.3%	94.2%	94.5%	95.5%	94.8%	94.6%	94.9%	94.0%	93.6%	91.9%	95.5%	93.8%
April	94.6%		*94.6%*	94.7%	*94.7%*	94.5%	94.6%	94.9%	92.4%	91.4%	93.2%	94.7%	94.8%	95.8%	96.1%	95.7%	95.4%	95.8%	95.5%	94.5%	92.6%	95.9%	94.6%
May	95.4%		*95.4%*	95.5%	*-95.5%*	95.0%	95.7%	94.8%	93.2%	91.9%	93.9%	95.1%	95.9%	96.5%	96.5%	96.8%	96.1%	96.4%	96.2%	95.1%	93.1%	96.3%	95.4%
June	96.6%		*96.6%*	96.5%	*-96.5%*	96.8%	96.6%	95.8%	94.4%	92.7%	94.7%	96.6%	96.7%	97.3%	97.2%	97.6%	97.1%	97.5%	97.2%	96.2%	94.0%	97.0%	96.6%



SUMMARY OF GENERAL DEBTORS AGED 90 DAYS OR GREATER
FOR THE MONTH ENDED 31 JANUARY 2026

Debtor Number	Debtor Name	Amount	Comments and subsequent events
Accounts with Recoveries Legal - There are currently no account with Recoveries Legal.			
	Total on Recoveries Legal	**$0**	
Payment arrangements			
832568	Individual	$8,498	Arrangement to pay $200.00 per fortnight maintained.
862151	South Perth Futsal Club	$3,062	Arrangement to pay $150.00 per month maintained.
862342	Perth AFC Futsal	$25,340	$13,000 received 1 February 2026, $6,000 expected 1 March and then $2,450.00 per month till cleared.
863209	Individual	$1,254	Arrangement to pay $250.00 per fortnight maintained.
864132	Individual	$1,650	Arrangement to pay $130.00 per fortnight maintained.
874115	Jimmy and Gau Pty Ltd	$20,693	Payment Plan with Fines Enforcement for $600.00 per month maintained.
	Total on Payment Arrangement	**$60,497**	
Ordinary Debtors			
511030	Bluewater (WA) Pty Ltd	$6,389	Paid 6 February 2026.
850875	Bahai Education Centre	$36	Disputing Invoice 79598.
855783	Advanced Traffic Management	$920	Message received 1 July 2023 - Administrator Grant Thornton Aust has responded stating unsecured creditors will be paid between 18.64 and 26.25 cents in the dollar, they are unable to provide an estimated timeframe for any dividend to unsecured creditors.
861732	Healthcare WA	$6,334	Bankruptcy claim - 7.05 cents in the dollar received, write off request for the remaining balance has been submitted for February 2026.
862573	Profutsal	$3,348	Write off request has been submitted for February 2026.
863084	Individual	$1,088	Emailed and statement sent 8 January 2026.
865212	Beyond Health Chiropractic	$53	Emailed and statement sent 8 January 2026.
869826	WA State Futsal	$33,179	Write off request has been submitted for February 2026.
872192	Grouch & Co Pty Ltd	$122	Final payment expected February 2026.
874412	Individual	$16,599	McLeod's Lawyers have written to debtor requesting payment by close of business 31 October 2025. Still no payment made.
875138	Bloon Fitness Centra	$146	Emailed and statement sent 5 December 2025.
	Total Ordinary Debtors	**$68,214**	
Sporting & Community Organisations			
505693	Melville Sporting Association	$915	Responsible Officer is working to finalise compensation agreement.
505776	Willagee Rugby League Football Club	$5,303	Payment arrangement has been accepted, to be paid by 31 January 2026. No payment received.
506014	Brentwood Karoonda Sporting Association	$14,683	Community Development is drafting a payment plan with the Association and this is expected to be presented to the City by end of March 2026.
520239	Winnacott (Kats) Junior Football Club	$2,481	Club provided further response. Responsible Officer is negotiating a payment plan.
520262	Palmyra Rugby Union Club	$15,941	Treasurer has just passed away. Club is in the process of sorting out payments.
834549	Melville Cricket Club	$7,556	Club required to pay following council decision, responsible officer to follow up.
848085	Brentwood Booragoon Football Club	$8,932	Ground allocations (late fee included) Responsible Officer is working with club.
862557	Fremantle Volley Ball Club	$2,122	Staff in contact with club, potential error in invoicing.
	Total Sporting & Community Organisations	**$57,932**	
Loans			
507491	Tompkins Park & Recreational Association	$59,440	Loan 399.
875070	Brentwood Karoonda Sporting Association (Loans)	$21,781	Loan 415.
	Total Loans	**$81,221**	
GRAND TOTAL	**Total 90 Days and over**	**$267,865**	
	Total Sundry Debts Outstanding	**$811,178**	
	90 Days and Over % of Total Debt	**33%**	
	90 Days and over -Total No. of Debtors (excl Loans)	**27**	

City of Melville

Community Safety Technology

Roll-Out Plan 2026–2031

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Executive Summary

The City of Melville presents a comprehensive five-year Closed-Circuit Television (CCTV) Implementation Roadmap designed to enhance public safety across over 20 key locations within our community.

This strategic plan emerges from the Council's support to expand CCTV to our community, reflecting our commitment to proactive safety measures outlined in the 2024 community safety service review.

By leveraging advanced CCTV technology, local crime data, and criminology research, we aim to establish a robust surveillance network that deters crime, supports law enforcement, and fosters a safe, welcoming environment for all residents and visitors.

Historically, our Community Safety Service (CSS) relied primarily on visible patrols to enhance security, with limited access to CCTV infrastructure. This approach, while valuable, has constrained our ability to provide continuous, real-time monitoring to make our community safety patrol service more efficient.

The core objectives of this roadmap include reducing crime rates, improving public safety, supporting law enforcement efforts, and promoting community collaboration. These objectives align with the City of Melville's Council Plan.

This Plan also addresses critical considerations such as risk management, ethical data use and legal compliance of the use of this technology. By incorporating best practices in these areas, we ensure that the CCTV system operates effectively within an accountable, community-focused framework.

Background

The Community Safety Service (CSS), established in the early 2000s, played a pivotal role in enhancing public safety within our community. Over the years, CSS became a trusted presence, providing peace of mind through visible patrols and community engagement initiatives.

However, following the completion of the Community Safety Review in 2024, it was recognised that the CSS needed to evolve to address emerging challenges and integrate advanced technologies.

By developing this roll-out Plan, we aim not only to equip our new service MelSafe with the tools necessary for effective, responsive surveillance but also to adapt the service based on the insights gained from the 2024 review.

Leveraging CCTV to support safety, reduce crime, and protect public spaces, the City is set to undergo changes that will enhance its effectiveness.

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Existing Surveillance Infrastructure

Currently, the City's fixed CCTV network comprises of approximately 160 cameras. The current coverage is limited to specific facilities, including libraries, the Administration Building, and some recreation centres.

This restricted coverage places Melville behind other local governments in the Perth area—such as the Cities of Cockburn and Fremantle that have implemented extensive open-space CCTV networks, enabling continuous monitoring and rapid response to incidents.

Green LGA
Have community-based CCTV

Orange LGA
Do not have community-based CCTV

Community Sentiment

Community feedback gathered through the 2024 MARKYT® Community Scorecard and community feedback indicates strong support for expanding CCTV coverage. Residents express a desire for increased safety measures, particularly in areas where they perceive higher risks or have experienced incidents firsthand.

However, concerns regarding privacy and data security have also been voiced. The City is committed to addressing these concerns by implementing robust data management protocols, ensuring compliance with all relevant legislation including the Surveillance Devices Act 1998 (WA).

"More CCTV cameras on streets as there are too many break-ins"
– Local Resident

"More cameras and real time monitoring of events and access to law enforcement"
– Local Resident

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Scope

This Plan outlines a structured, multi-year approach to build a scalable surveillance infrastructure throughout the City of Melville.

Focusing on approximately 20 locations identified through analysis and community feedback, this plan details the technical specifications, financial requirements, and legal considerations necessary to establish a robust and adaptive CCTV network.

The roadmap encompasses both fixed and mobile CCTV deployment.

Additionally, the plan fosters public–private partnerships by encouraging property owners to participate in a pilot project that provides real-time alerts of suspicious behaviour to the City's community safety patrol service. This collaboration aims to extend CCTV monitoring to areas beyond the scope of public infrastructure alone, creating a more comprehensive safety net across the City.

The Plan also integrates artificial intelligence (AI) for optimised responses and enhancing the City's community safety patrol service overall efficiency. Majority of respondents (63.4%) in the December 2025 Consultation supported integrating AI technology where it improves efficiency. By adopting AI technologies, we can automate routine surveillance tasks, allowing our officers to focus on critical incidents and strategic planning.

Alignment with the City of Melville's Council Plan

This Plan aligns closely with the City of Melville's Council Plan, addressing key outcomes and objectives:		
Objectives		Outcomes
1.3	Improve community safety and security.	By installing CCTV in hotspots and high-traffic areas, we aim to reduce crime rates and enhance community safety.
1.1	Facilitate a sense of community, wellbeing, social connection, and participation.	Safer public spaces encourage community engagement and participation in local events and activities.
5.1	Provide transparent and accountable good governance.	We commit to transparency and accountability by establishing clear policies on data management, privacy, and operational procedures.
5.4	Strengthen active citizen engagement, participation, and access to information.	Through the CCTV Partnership Programme and community consultations, we engage citizens and encourage public input.
4.1	Facilitate vibrant activated local places and centres.	Safer public spaces increase foot traffic and community activities, contributing to vibrant local centres.
4.4	Support local business growth and resilience.	Improving safety in commercial areas supports local businesses by creating attractive environments and reducing theft and vandalism.

Strategic Objectives

Crime Deterrence and Reduction

Our primary objective is to deter criminal activities and reduce incidents of theft, vandalism, and public disturbances by strategically placing CCTV across identified hotspots and high-traffic areas. Locations such as the Wireless Hill, riverside carparks and selected public open spaces have been prioritised based on crime statistics and community reports.

The presence of visible surveillance cameras serves as a deterrent, discouraging potential offenders by increasing the perceived risk of apprehension. Furthermore, in the unfortunate event of a crime, CCTV footage provides valuable evidence that can expedite investigations and improve apprehension rates.

Support for Law Enforcement

CCTV systems are indispensable tools for law enforcement agencies. By working with the Western Australia Police Force and our own community safety patrol service with reliable surveillance data, we will strengthen collaborative efforts, enabling more efficient and effective crime response and resolution.

Community Collaboration

Public safety is a shared responsibility, by fostering partnerships, we aim to extend CCTV coverage beyond public spaces. Our CCTV Partnership Program encourages stakeholders to participate in the surveillance network, creating a more connected and secure community.

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Needs Assessment

Crime Trends

The City of Melville encompasses a mix of residential neighbourhoods, busy commercial districts, and vibrant recreational areas, each presenting unique safety challenges. Recent data from WA Police indicates specific trends that need targeted interventions:

Property Crime

There has been a noticeable increase in incidents of burglaries, theft, and property damage. These crimes not only result in financial losses but also impact the sense of security among residents and business owners.

By supporting the installation of CCTV in these vulnerable locations, we aim to deter property crimes through increased surveillance visibility and provide valuable evidence to assist law enforcement in apprehending offenders.

Violent Crime

While overall rates of violent crime in Melville remain low, there is an ever-present risk of violent crimes. Enhancing surveillance in these areas aims to deter violent incidents, improve incident response times, and contribute to ensuring offenders are identified and apprehended before wider community impact occurs.

Antisocial Behaviour

Vandalism, graffiti, and other forms of antisocial behaviour have been reported in community assets and recreational areas.

These activities not only degrade public property but also diminish community pride and enjoyment of shared spaces.

Deploying CCTV in these public locations seeks to reduce such behaviour, preserve public amenities, and minimise maintenance costs associated with repairing vandalism.

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Key Technology Streams

Fixed CCTV

The backbone of our surveillance network will be formed by installing fixed CCTV at approximately 20 locations. These have been identified through a thorough analysis of crime data and community feedback. The locations have been split into three phases.

The timeframe associated to each phase would be fluid and subject to supplier availability, budget considerations, and internal project delivery resourcing.

Proposed Fixed CCTV Locations

Legend

Phase one Phase two Phase three

Proposed – Phase 1 Locations

1 Applecross
Applecross Jetty

2 Applecross
Goolugatup Heathcote Reserve

3 Bicton
Bicton Baths

4 Bicton
Dyoondalup Point Walter

5 Bull Creek
Bob Gordon Reserve

6 Mount Pleasant
Deep Water Point

7 Palmyra
Three Bears Park

8 Willagee
Harmony Park

Phase one

Proposed – Phase 2 Locations

1 Applecross and Attadale
Applecross and Attadale riverside carparks

2 Ardross
Wireless Hill

3 Winthrop
Piney Lakes

4 Mount Pleasant
Mount Henry Bridge Reserve

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Phase two

Proposed – Phase 3 Locations

1 Applecross
River Boardwalk

2 Attadale
Troy Park

3 Bateman
George Welby Park

4 Bateman
Harry Buckley Park

5 Kardinya
Morris Buzacott Reserve Carpark

6 Leeming
Beasley Park Carpark

7 Leeming
John Connell Reserve

8 Willagee
Webber Reserve

9 Willagee
Winnacott Reserve

10 Winthrop
Enclosed Dog Park(s) i.e., Piney Lakes

Phase three

Estimated Financials – Fixed CCTV

Ward	Short-Term	Mid-Term	Long-Term	Estimated Investment
Applecross - Mount Pleasant Ward	2 locations $130,000	2 locations $330,000	2 locations $170,000	$630,000
Bateman - Kardinya - Murdoch Ward	Nil	Nil	3 locations $200,000	$200,000
Bicton - Attadale - Alfred Cove Ward	1 location $90,000	1 location $150,000	1 location $40,000	$280,000
Bull Creek - Leeming Ward	Nil	1 location $140,000	2 locations $100,000	$240,000
Central Ward	Nil	1 location $120,000	2 locations $180,000	$300,000
Palmyra-Melville - Willagee Ward	2 locations $120,000	Nil	2 locations $150,000	$270,000
Estimated Totals	**$340,000**	**$740,000**	**$840,000**	**$1.9M**
Locations	**5 locations**	**5 locations**	**12 locations**	

Mobile CCTV

To enhance our ability to respond to temporary crime spikes or special events, we will deploy mobile CCTV units. These units offer flexibility and can be rapidly relocated to areas experiencing emergent safety concerns, such as community festivals, sporting events, or construction sites.

By expanding our mobile CCTV fleet, we can dynamically adjust our surveillance capabilities to meet the changing needs of the City.

Over the life of this plan, we anticipate purchasing approximately ten (10) mobile units, at an approximate cost of $300,000.

CCTV Rebate Scheme

The City's Community Safety Review identified the need for a residential and small business CCTV rebate scheme.

Feedback from other local governments shows these programs can enhance residents' perceived safety and the proposed scheme is designed to maximise community benefit while managing costs and addressing key limitations of existing models.

Key Findings

Many Perth metropolitan local governments offer rebate schemes, but their effectiveness in reducing crime or identifying offenders is largely anecdotal.

Unstructured rebate programs often face high demand, leading to budget overruns and inconsistent footage quality.

Minimal technical standards are often not enforced, reducing the potential utility of installed systems.

Proposed Rebate Structure

Participation Type	Estimated Rebate Amount
Install eligible CCTV system and join the pilot program (mentioned below)	$500
Install eligible CCTV system without joining the pilot program (mentioned below)	$200

This structure balances flexibility and accessibility, encouraging community participation while prioritising high-value integrations into the City's safety network.

Community Partnership Program – Pilot Project

The City's Community Safety Review identified the need for a residential and small business CCTV rebate scheme. Feedback from other local governments shows these programs can enhance residents' perceived safety and the proposed scheme is designed to maximise community benefit while managing costs and addressing key limitations of existing models.

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How the Pilot Program Will Work

The pilot project would work by allowing private homes and small businesses (within a designated trial area) to link compatible cameras to a City-managed network that receives alerts of people loitering at anti-social hours (e.g. typically between 1am – 3am), and allows for an immediate and automated response by the City's community safety service without any intervention from the home-owner.

This data will rely on the inbuilt AI in the camera to detect people loitering near driveways, carports, and small businesses at night and early hours of the morning. It will provide an alert to the nearest City of Melville community safety patrol car in real time. This approach allows for immediate response to community issues and helps prevent further incidents.

By design, the City will not have direct access to any other footage recorded by the partner CCTV systems. Additionally, the data will be transferred oneway, so that it would be impossible to use the connection to access any of the City's CCTV data.

Having this direct connection to a real-time response provide a direct benefit to ongoing community concern feedback shared on social media. "Constantly seeing social media videos of crime being committed in our area in the early hours of the morning - I feel very unsafe."

Source: MARKYT® 2023 Community Scorecard

For those who wish to install cameras but not participate in the pilot project, a rebate would still be offered, albeit at a lesser amount.

Residents and business owners who have already installed CCTV cameras can also participate in the pilot project if they are located within the trial area. This approach not only expands the network but also maximises community benefits by including existing camera installations, rather than focusing solely on new installations.

Artificial Intelligence (AI)

Integrating AI into our CCTV systems will revolutionise how we monitor and respond to incidents. AI technologies can:

Automate Surveillance	Enhance Incident Response	Improve Data Management
Identifying unusual activities, such as loitering or abandoned objects, without constant human oversight	Providing real-time alerts to MelSafe personnel when predefined criteria is met	Assisting in the organisation and retrieval of footage for investigations

By adopting AI, we not only improve efficiency but also ensure that our community safety resources are focused where they are most needed.

No additional funding is required for this initiative, as it will be incorporated into the installation costs of the fixed CCTV location-based projects.

Social Procurement Considerations

To align with the City's commitment to ethical practices and social responsibility, CCTV procurement will prioritise security and ethical sourcing. We will avoid equipment from manufacturers with potential security risks, including foreign interference or cyber vulnerabilities. Thorough due diligence will ensure suppliers comply with Australian security standards and any Commonwealth restrictions, following advice from agencies such as the Australian Cyber Security Centre.

Estimated Financials- Complete Roll-Out Plan

Project	Short-Term	Mid-Term	Long-Term	Est. Project Cost
Mobile CCTV fleet	$60,000	$200,000	$100,000	$360,000
CCTV Network Establishment (monitoring hardware and initial licensing)	$70,000			$70,000
Fixed - CCTV Roll-Out Plan	$340,000	$740,000	$840,000	$1,920,000
CCTV Rebate	$50,000	$90,000	$90,000	$230,000
Community CCTV Partnership Pilot Project	$40,000			$40,000
Income sources				
Reserve/ Service Income Funded	$560,000	$1,000,000	$950,000	
Municipal Funds	N/A	$30,000	$80,000	
Commonwealth Grant	$700,000			
Estimated Sub Totals	$560,000	$1,030,000	$1,030,000	
			Est. Total	$2,620,000

Risk Management

Based on a risk assessment completed during the development of this Plan, the following salient risk have been identified.

	Technical Failure	Privacy breaches	Community Opposition
Risk Mitigation Strategy	Technical failures such as equipment malfunctions or system downtime can be mitigated by implementing regular maintenance schedules, investing in high-quality equipment, and establishing redundancy systems to ensure continuous operation.	Privacy breaches, involving unauthorised access to footage ormisuse of data, are addressed by enforcing strict access controls, utilising encryption, and complying with data protection policies. Regular audits and staff training reinforce these measures.	Community opposition due to concerns of surveillance can be mitigated by engaging in transparent communication, conducting public consultation and incorporating community feedback into planning installations.

Regulatory Compliance and Responsible Surveillance

The City is committed to ensuring that all aspects of the Roll-out Plan complies with relevant laws, including the Surveillance Devices Act 1998 (WA), which governs the use of surveillance devices in Western Australia.

Ethical use of surveillance involves maintaining transparency by informing the public about where and why CCTV is being used through signage and public promotion.

A Council endorsed policy on CCTV usage will be updated to govern the use, management, and access to CCTV footage, including procedures for handling requests from law enforcement and the public.

A privacy impact assessment using guidelines recommended by the Office of the Australian Information Commissioner would also be completed prior to the use of these new technologies.

This will ensure the City's use of AI is ethical and considers the community's privacy.

All personnel involved in operating and managing the CCTV system will receive training on legal obligations and ethical considerations.

Collaboration with law enforcement will involve establishing formal partnership agreements with the Western Australia Police Force to define roles, responsibilities, and protocols for accessing CCTV footage.

Key Performance Indicators (KPIs)

To measure the success of the CCTV Implementation Roadmap, the following KPIs will be established:

	KPI area	KPI description	Target
1.	Project Timeliness	Percentage of project milestones met on schedule.	90% of milestones achieved as per the project timeline.
2.	Community Satisfaction	Feedback from community surveys regarding safety perception.	80% of respondents feel safer due to CCTV implementation.
3.	System Uptime	Percentage of time CCTV systems are operational.	95% system uptime annually.
4.	Partnership Program Participation	Number of businesses and residents participating in the pilot project.	50 participants by Year 3.
5.	Compliance Audits Passed	Successful completion of governance and privacy compliance audits.	100% compliance in annual audits.

Conclusion

The City of Melville's Community Safety Technology Roll-out Plan marks a pivotal move in our commitment in enhancing public safety and leveraging technological advancements to make our services more effective and efficient.

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Melville

Closed-Circuit Television (CCTV) Policy

Policy Type: Council Policy Policy Owner: Head of Community Safety	Policy No.: Last Review Date: 20 February 2026

Policy Objectives

This policy applies to City-owned CCTV assets, systems, and footage, including fixed and mobile CCTV and associated storage, software, and network components.

Policy Scope

Where the City operates a program that interacts with privately owned CCTV (for example, a rebate program or future partnership arrangement), this policy applies to the City's administration, governance controls, and any City-managed interfaces or information handling. It does not regulate the private operation of resident-owned systems that are not connected to City systems.

Policy Statement

The City has a Community Safety Technology Roll-Out Plan which details Council's level of support for the implementation of CCTV as a tool to reduce crime and promote safety in the community.

This Policy describes the criteria to be used when a new installation is being considered for deployment.

1. CCTV procurement will prioritise security and ethical sourcing. The City must avoid equipment from manufacturers with potential security risks, including foreign interference or cyber vulnerabilities. Thorough due diligence will ensure suppliers comply with Australian security standards and any Commonwealth restrictions, following advice from agencies such as the Australian Cyber Security Centre. A privacy impact assessment using guidelines recommended by the Office of the Australian Information Commissioner would also be completed prior to the use of new technologies.

2. CCTV will be installed where recurrent antisocial or criminal behaviour has been identified or installed as a proactive measure to minimise damage to Council facilities.

3. CCTV installations will meet the requirements of the Australian New Zealand Policing Advisory Agency - Recommendations for CCTV Systems or any other relevant industry standards considered appropriate.

4. The City will ensure that appropriate signage is installed in areas where fixed CCTV is used to inform members of the public that CCTV is in operation. In some instances, where covert cameras are used for monitoring breaches to Local Laws, such as dumping of rubbish, it may not be appropriate to install signage, but all efforts will be made to advise nearby residents as required.

5. The use of "dummy" or replica cameras is not permitted.

6. CCTV cameras may be passive or "event activated" for recording purposes.

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7. CCTV may be installed on City or private land, with the permission of the landowner. Installations may be permanent or temporary. At times, the City may need to negotiate for the use of land the installation and ongoing operation of the CCTV system.

8. City-owned CCTV systems may use software with artificial intelligence capabilities to support functions such as scanning passive footage, identifying vehicles, detecting the presence of people, or confirming specific activities, in alignment with the WA Government Artificial Intelligence (AI) Policy and Assurance Framework. The Artificial Intelligence (AI) Policy and Assurance Framework outlines principles and requirements for public sector entities including local governments to use AI safely, ethically, and responsibly. Key expectations of this framework include:
    1. Human, social and environmental wellbeing
    2. Human-centred values
    3. Fairness
    4. Privacy protection and security
    5. Reliability and safety
    6. Transparency, explainability and contestability
    7. Accountability
    8. Accuracy

9. The City may store images of vehicles, people and other identifying details for the purposes of evidence retention community safety and assisting law enforcement agencies by request or an order by a court. Access to any CCTV footage and other operational matters will be controlled through the City's CCTV Code of Conduct (attached to this document) that is consistent with all CCTV relevant State and Commonwealth legislation.

10. The Head of Community Safety shall be responsible for the development and implementation of appropriate corporate procedures for the operation of CCTV systems by the City to ensure that:
    1. CCTV systems are used ethically at all times
    2. Data collected using CCTV systems, including images, is managed in accordance with relevant Federal and State laws
    3. The risk of data collected using CCTV systems being misused is appropriately mitigated.

11. Purpose limitation and prohibited uses
    1. CCTV is used only for legitimate City functions, including community safety, protection of public assets, investigation of safety and security incidents, local law enforcement, and supporting law enforcement agencies in accordance with approved request processes.
    2. The City will not use CCTV, or enable CCTV capability, for:
        a) Storing facial biometric for the identification of individuals in public open spaces
        b) Automated behavioural tracking of individuals across multiple locations
        c) Profiling, scoring, or automated decision making about individuals based on CCTV footage
        d) Secondary use of CCTV footage for purposes unrelated to the objectives of this policy
        e) Monitoring lawful public activity for general compliance purposes where there is no identified safety, security, or enforcement rationale
        f) Audio recording through fixed CCTV in public locations, unless a specific lawful authority applies and is approved in writing by the Head of Community Safety.

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3. Any proposal to introduce a prohibited or materially higher risk capability must not proceed unless it is separately considered and supported by a privacy impact assessment, and includes public transparency measures.

12. Data retention, evidence holds, and secure disposal
    1. CCTV footage will be retained for a defined period to support the objectives of this policy, and then securely deleted.
    2. The standard retention period for routine CCTV footage is 30 continuous days based on 24 hours per day.
    3. Footage may be retained beyond the standard retention period where:
        a) it is required for an investigation, incident review, complaint assessment, or local law matter
        b) it is subject to a request from law enforcement
        c) it is required for a Freedom of Information process
        d) it is subject to legal proceedings, a court order, or other lawful requirement.
    4. Where footage is placed on hold for an evidentiary or legal purpose, the hold will be:
        a) approved by an authorised officer
        b) recorded in an evidence register
        c) retained only for as long as necessary for the relevant purpose.
    5. Secure disposal will be undertaken in a manner that prevents recovery and unauthorised access. Disposal processes will be documented and subject to audit.

13. Access controls, auditability, and user management
    1. Access to CCTV systems and footage is restricted to authorised personnel with a demonstrated operational requirement. Access is granted on the principle of least privilege.
    2. The City will implement role-based access controls, including separate permissions for:
        a) live viewing
        b) review of recorded footage
        c) exporting or sharing footage
        d) system administration.
    3. All access to CCTV systems will be logged and auditable. Logs will record user identity, date and time of access, cameras accessed, and actions taken (including export).
    4. Access logs will be reviewed on a periodic basis to detect inappropriate access and confirm compliance with this policy and the CCTV Code of Conduct.
    5. Users must not share accounts or credentials. Where available, multi-factor authentication will be implemented for CCTV system access.
    6. Authorisation to access CCTV systems will be reviewed at least annually and immediately upon role change, termination, or where a compliance concern is identified.

14. Transparency, reporting, and community accountability
    1. The City will maintain transparency regarding CCTV use, consistent with operational security requirements.
    2. The City will maintain:
        a) a map of City-owned fixed CCTV locations
        b) an overview of the CCTV policy settings, including retention principles, access controls, and request pathways
        c) information on how community members can raise concerns or make complaints.
    3. The City will provide periodic public reporting on CCTV implementation and governance. Reporting may include:
        a) number of CCTV sites and material changes to coverage

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b) summary of the program delivery status against the Community Safety Technology Roll-out Plan
c) number of requests for footage received and processed, by category
d) summary of audits and compliance activities
e) high-level complaint themes and outcomes, without disclosing personal information or operationally sensitive details.

4. This policy will be reviewed in accordance with Council's Policy review schedule or earlier where there is a material change to technology, legislation, or risk.

15. Mobile CCTV deployment review and proportionality
    1. Mobile CCTV deployments will be based on assessed risk, operational intelligence, and a documented rationale.
    2. The City will not provide permanent CCTV coverage for private property, residential areas or shopping centres, but may assist in identified "hot spot" locations by providing mobile CCTV coverage for limited periods.
    3. Mobile CCTV is intended to be time limited and review based. Deployments will be reviewed to confirm ongoing need, effectiveness, and proportionality.
    4. The City does not provide advanced notice to individual residents or properties regarding the placement of mobile CCTV units. Where operationally appropriate, the City may provide general public information regarding mobile CCTV principles and safeguards.

16. External access and release of footage
    1. CCTV footage is City information. Access and release is controlled and must be lawful, necessary, and recorded.
    2. Requests for footage may be considered through:
        a) Freedom of Information processes
        b) requests from law enforcement agencies
        c) court orders or other lawful requirements
        d) approved internal investigations or safety matters.
    3. Release of footage will be subject to:
        a) verification of requester identity and authority
        b) confirmation of purpose and scope
        c) assessment of privacy considerations and any exemptions or restrictions
        d) maintenance of chain of custody for evidentiary material.
    4. Where appropriate, footage may be refused, redacted, or partially released to protect privacy, safety, or legal obligations.

17. Data security and cyber safeguards
    1. CCTV systems will be designed and managed to reduce cyber risk and protect against unauthorised access.
    2. The City will apply security controls consistent with the City's existing and future ICT standards, which may include:
        a) secure network segmentation and restricted access
        b) patching and vulnerability management
        c) vendor due diligence and secure configuration standards
        d) encryption where available for data in transit and at rest
        e) incident response procedures for suspected compromise or data breach.
    3. Where a material cyber or privacy risk is identified, mitigation actions will be documented and implemented prior to commissioning new CCTV capability.

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Existing CCTV

- The City owns and maintains a CCTV inventory comprised of cameras, recorders, and related infrastructure across multiple sites.
- The City is progressing a contemporary asset management approach for CCTV to better define lifecycle requirements, renewal priorities, and risk based investment over time.
- The City will undertake periodic inspections and condition assessments to confirm asset performance, identify failures, and inform renewal planning.

Body Worn Cameras

A body worn camera (BWC) is a wearable audio, video or photographic recording system. To ensure the safety and security of Officers are equipped with BWCs whilst on duty to decrease the likelihood of violent or aggressive behaviour, reduce staff injuries, enhance and expedite incident review and complaint management practice.

BWCs are classed as a listening device and an optical surveillance device for the purposes of the Surveillance Devices Act 1998 (WA) (SDA). The SDA prohibits the use of listening devices or optical surveillance devices to record, monitor, observe or listen to 'private' conversations or activities except in limited circumstances.

Privacy

The City will only collect personal information that is necessary to perform its statutory functions, deliver services, or meet legal obligations. All information will be managed in accordance with the City's Privacy Policy and applicable State and Commonwealth legislation, including the Privacy Act 1988 and relevant Western Australian legislation.

Compliance

CCTV operations will be conducted in accordance with Commonwealth and State Legislative requirements where applicable, which includes:

- Commonwealth:
  - Privacy Act 1988
- Western Australia:
  - Criminal Investigation Act 2006
  - Occupational Health and Safety Act 1984
  - Surveillance Devices Act 1998
  - Security and Related Activities Act 1996
  - Security and Related Activities Regulations 1997

All CCTV will comply and meet minimum standards as prescribed in:

- Australian Standard 4806; Closed Circuit Television (CCTV)
- ANZPAA Police Recommendations for CCTV Systems.

Complaints handling

All complaints will be handled per the City's Customer Complaints Handling Policy.

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Closed-Circuit Television (CCTV) Code of Conduct

Document Owner: Head of Community Safety	Last Review Date: 20 February 2026

The City of Melville operates a Closed-Circuit Television (CCTV) system to enhance public safety, protect property, safety incidents, and assist law enforcement efforts. Access to and use of the CCTV system is governed by this Code of Conduct to ensure responsible and ethical utilisation of the system for the benefit of the community.

1. **Purpose of CCTV System:**
   The primary purpose of the City of Melville CCTV system is to enhance public safety, enhance workplace safety, investigation of workplace incidents, local law investigations, deter criminal activity, assist law enforcement agencies in investigating incidents, and protect public and private property.

2. **Access to CCTV System:**
   Access to the CCTV system is restricted to authorised personnel only. Unauthorised access to the system is strictly prohibited and may result in disciplinary action and/or legal consequences.

3. **Authorised Users:**
   Only individuals who have received written authorisation from the City of Melville – Head of Community Safety are permitted to access the CCTV system. Authorised users must adhere to the guidelines outlined in this Code of Conduct.

4. **Ethical Use:**
   Users of the CCTV system must use it ethically and responsibly. They should only access the system for legitimate purposes related to public safety, crime prevention, and law enforcement.

5. **Data Protection and Privacy:**
   All users must adhere to data protection laws and regulations, ensuring the privacy rights of individuals are respected. Footage obtained from the CCTV system should only be used for authorised purposes and handled in accordance with applicable laws.

6. **Confidentiality:**
   Users must maintain the confidentiality of information obtained from the CCTV system. Disclosure of sensitive information to unauthorised individuals or entities is strictly prohibited.

7. **Prohibited Activities:**
   The following activities are strictly prohibited when accessing or using the City of Melville CCTV system:
   a) Unauthorised access or use of the system.
   b) Misuse of CCTV footage for personal gain or entertainment.
   c) Altering, tampering with, or deleting CCTV footage without proper authorisation.
   d) Discriminatory or unlawful surveillance practices.
   e) Using CCTV footage for purposes unrelated to public safety, workplace safety or law enforcement.
   f) Sharing access credentials with unauthorised individuals.

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g) Any other activity deemed unethical or illegal.
h) Taking screen shots or screen recordings on to personal devices.

8. **Releasing Footage:**
Any request for footage must conform with the City's CCTV policy.

9. **Reporting Violations:**
Any suspected violations of this Code of Conduct must be reported to the Head of Community Safety promptly. Failure to report violations may result in disciplinary action.

10. **Consequences of Violations:**
Violations of this Code of Conduct may result in disciplinary action, including but not limited to:
a) Suspension or revocation of access privileges.
b) Legal action in accordance with applicable laws.
c) Referral of actions to the appropriate City of Melville department.

11. **Compliance:**
All users of the City of Melville CCTV system are required to comply with this Code of Conduct and any additional policies or guidelines established by the City.

All users may be subject to routine audits of accessed footage.

12. **Conclusion:**
By accessing and using the City of Melville CCTV system, users agree to abide by this Code of Conduct and uphold the highest standards of professionalism, ethics, and respect for privacy and confidentiality. Failure to comply with this Code may result in disciplinary action and legal consequences.

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Other References that may be applicable to this Policy

Legislative Requirements:	Privacy Act 1988 Criminal Investigation Act 2006 Occupational Health and Safety Act 1984 Surveillance Devices Act 1998 Security and Related Activities Act 1996 Security and Related Activities Regulations 1997
Delegated Authority:	
Plan / Policy / Framework:	Workplace Surveillance Policy – OP-037
Forms / Supporting Documents (internal):	City of Melville CCTV Code of Conduct City of Melville CCTV Request Form

ORIGIN/AUTHORITY REVIEWS

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WA Police Force Ref: 0691-2024-29

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OVERARCHING MEMORANDUM OF UNDERSTANDING

BETWEEN

WESTERN AUSTRALIA POLICE FORCE

AND

WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

IN RELATION TO

ACCESS TO LOCAL GOVERNMENT AREAS' LIVE CCTV FEEDS

SCHEDULE 29 – CITY OF MELVILLE

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1. INTRODUCTION

1.1 This Schedule is made pursuant to clause 5.1 of the Overarching Memorandum of Understanding between the Western Australia Police Force and Western Australian Local Government Association (**WALGA**), '*in relation to Access to Local Government Areas' Live CCTV Feeds'* (reference 0691-2024) (**Overarching MOU**).

1.2 This Schedule is to be read in conjunction with the Overarching MOU.

1.3 In the event of an inconsistency between the Overarching MOU and this Schedule, the inconsistency shall be resolved in favour of this Schedule.

1.4 This Schedule forms the basis of an understanding between the WA Police Force, and the City of Melville.

1.5 The purpose of this Schedule is to:

a. acknowledge the ownership of CCTV data being with the City of Melville and to facilitate the sharing of that data with the WA Police Force for the purpose as outlined in clause 1.4 of the Overarching MOU; and

b. formalise the roles and responsibilities of the WA Police Force and the City of Melville as at clauses 6.1, 6.5 and 6.6 of the Overarching MOU.

2. DEFINITIONS AND INTERPRETATION

For the purposes of this Schedule, the following definitions apply:

CCTV	means Closed Circuit Television
Gateway Device	means a Next Unit of Computing small-form-factor barebone computer kit connected to Vendor's vGRID Platform or such other technology.
Participants	means the Parties to this MOU and any Third-Party Provider that agrees to participate in the CCTV Sharing Scheme through a schedule to this MOU.
Parties	Means the WA Police Force and the City of Melville and ***Party*** is a reference to either of them.
Third-Party Provider	means a WA Local Government that has signed a Schedule to this MOU to share their live CCTV feed with WA Police Force.
Vendor	means any entity that may be engaged by WA Police Force to provide a Vendor's Platform for the purposes of the CCTV Sharing Scheme.
Vendor's Platform	means the video convergence platform developed and maintained by the Vendor, utilised by WA Police Force for the purposes of the CCTV Sharing Scheme.

The remainder of the terms of this Schedule shall be interpreted in accordance with the Overarching MOU.

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3. AGREEMENT TO SHARE CCTV

3.1 The City of Melville agrees to share its live CCTV feed with the WA Police Force, subject to clause 4 of this Schedule.

3.2 The City of Melville confirms it has reviewed the terms of the Overarching MOU and accepts those terms, including that the City of Melville agrees to the roles and responsibilities of a 'Third-Party Provider' (and Participant) as set out in the Overarching MOU.

4. SPECIFIC CONTENT

4.1. Roles and Responsibilities

WA Police Force will:

a. coordinate the installation of a Gateway device, or any similar device utilised by a Vendor for the purposes of linking the City of Melville's CCTV system to the Vendor's Platform, at any site where the control centre of the City of Melville's CCTV system is located, and meet all the costs of installation (not including bandwidth) and maintenance during the warranty period of the Gateway device;
b. be responsible for maintenance, repair, decommissioning, or replacement of the Gateway device;
c. ensure adherence to any additional terms specified in the relevant Schedule by the City of Melville relating to the ability to move or adjust their CCTV system;
d. ensure that all necessary liaison, assistance and cooperation is provided to the City of Melville's staff to facilitate the successful operation of the CCTV Sharing Scheme;
e. access and utilise the Vendor's Platform and data contained within for the purposes of, or in connection with, the performance or exercise of their official functions, duties or powers, and for the purposes for which the information was provided;
f. all access must be tracked and audited; and
g. be solely responsible for their use of any information obtained in accordance with this MOU.

WA Police Force will not be responsible for the day-to-day monitoring of the CCTV system.

The City of Melville will:

a. allow the installation of the Gateway device, or any similar device utilised by a Vendor for the purposes of linking the City of Melville's CCTV system to the Vendor's Platform, in their CCTV system control centre by the Vendor or a contractor engaged by the Vendor, if required, and allow the Vendor's Platform and WA Police Force access to their CCTV system/s;
b. collaborate with the Vendor and WA Police Force to either perform (if requested) or provide assistance (if required) to configure the appropriate 'camera profile' on nominated CCTV cameras, to enable secondary streams to be sent on request to the Gateway device, or any similar device utilised by a Vendor for the purposes of linking the City of Melville's CCTV system to the Vendor's Platform;
c. ensure adherence to any necessary security and architectural policies and procedures of the Vendor, including facilitating documentation and joint signoff of the secured Gateway device, or any similar device utilised by a

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Vendor for the purposes of linking the City of Melville's CCTV system to the Vendor's Platform, if required;

d. liaise with WA Police Force prior to upgrading or altering their CCTV system in any way that may impair the compatibility of facilities installed at their premises with the Vendor's Platform.

e. report to WA Police Force any issues that are affecting or may affect the CCTV access being provided e.g., camera faults or removal.

4.2. Principles

Any information or data shared between any of the Participants under the auspices of this MOU will be:

a. shared securely, safely and lawfully.

b. consistent with the legal, privacy and security obligations applicable to each of the Participants; and

c. as set out in this MOU and Schedules.

5. DURATION

5.1. This Schedule takes effect on the date of execution by the Parties and remains in effect until cancelled in writing by either Party, providing a minimum of 30 days' notice.

5.2. This Schedule will otherwise automatically terminate in the event that the Overarching MOU is terminated unless otherwise agreed by the Parties.

6. REVIEW OF THE SCHEDULE

6.1. This Schedule is to be reviewed every 2 years from the date of execution by the Parties or at any other time at the request of either Party.

6.2. This Schedule may be executed in any number of counterparts which, when taken together will be considered as one document.

7. LIAISON OFFICERS

7.1. The following delegated authority positions are the first point of contact for any queries relating to this Schedule:

WA Police Force
Divisional Superintendent
State Operations Command Centre
(08) 9263 2492
SOCCDivisionalOffice@police.wa.gov.au

City of Melville
Head of Community Safety
Community Development
(08) 9364 0666
MelSafe@melville.wa.gov.au

8. COSTS

8.1. Each Party agrees to bear its own costs in relation to fulfilling the objectives and responsibilities under this Schedule.

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9. ENDORSEMENT

SIGNED FOR AND ON BEHALF OF THE WESTERN AUSTRALIA POLICE FORCE by:

_____

JASON LONGHORN
COMMANDER
WA POLICE FORCE

Date:

SIGNED FOR AND ON BEHALF OF CITY OF MELVILLE by:

_____

KATY MAIR
[MAYOR]

Date:

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Community Safety Technology Roll-out Plan

CONSULTATION REPORT

DECEMBER 2025

City of Melville

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Executive summary

As part of a recent review of Community Safety services, opportunities were identified to strengthen safety outcomes across the City of Melville through the considered use of technology and other practical measures.

In response, the City developed a draft Community Safety Technology Roll-out Plan, which outlines a phased approach to introducing new safety initiatives, including proposed fixed and mobile CCTV installations in public open spaces, updates to the City's CCTV Policy, and a proposed Home CCTV Rebate Program.

In line with the April 2025 Ordinary Meeting of Council resolution, the City undertook a separate consultation processes for the draft Community Safety Technology Roll-out Plan and the proposed Home CCTV Rebate Program. This report relates specifically to the consultation on the **draft Community Safety Technology Roll-out Plan (Roll-out Plan).**

Following the Council resolution, the City commenced an initial awareness and education phase in mid-2025 to build community understanding of the proposed community safety initiatives. This was followed by a formal consultation period for the draft Roll-out Plan, which ran from **6 November to 14 December 2025**, supported by a dedicated project page on the City's website (melvillecity.com.au/cctv).

The purpose of the consultation was to inform the community about the proposed Roll-out Plan, and to gather informed feedback to help refine the final approach. Consultation focused on understanding community views regarding proposed CCTV locations, overall support for the initiatives, privacy and governance considerations, and the financial implications of both fixed and mobile CCTV.

Community engagement was delivered across both the inform and consult levels of the IAP2 Spectrum and included a mix of online and hard-copy submission forms, in-person and phone discussions, and two pop-up information sessions held at the *Pups in the Park* event and the *South of the River Forum*. These activities were supported by a combination of digital and traditional communication channels to maximise awareness and accessibility.

A total of **402 submissions** were received during the consultation period. All feedback has been reviewed and analysed and is summarised in this report. The findings will be used to refine the draft Roll-out Plan before being presented to Council for their consideration.

Overall, consultation findings indicate that while community safety is strongly valued, views on CCTV are mixed and nuanced. Support is generally conditional, neutrality reflects caution and a desire for reassurance, and opposition is largely principle-based rather than location-specific.

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Consultation findings

Consultation findings confirm that community safety is a shared priority across the City; however, views on the use of CCTV and related technology in public spaces are divided and often conditional. Overall, a majority of respondents supported the draft Community Safety Technology Roll-out Plan (68.5% supportive, weighted average 3.74/5). Support generally reflected acceptance of a phased, well-governed approach to community safety technology, rather than unconditional endorsement of all technologies or locations.

A majority of respondents supported staged financial investment in fixed CCTV across short-, mid- and long-term horizons (57-59% support at each stage). Importantly, levels of opposition remained consistent regardless of cost, indicating that objections are primarily principle-based, rather than driven by financial impact alone. Respondents emphasised the need for clear justification of locations, transparency around costs, and evidence that CCTV would deliver measurable outcomes.

Support for mobile CCTV was stronger than for fixed installations (67.3% supportive), reflecting a preference for flexible, temporary deployment to respond to emerging issues, events and hotspots. Feedback consistently favoured time-limited, review-based deployment, reinforcing expectations that CCTV be used proportionately and adjusted based on demonstrated need and performance.

While a majority of respondents (63.4%) supported integrating AI technology where it improves efficiency and can be delivered within existing budgets, this element attracted the strongest divergence of views. Concerns focused on privacy, bias, data security, facial recognition and the potential for long-term expansion beyond original intent. Across all feedback, there was a clear expectation that any use of CCTV or AI be supported by strong governance, explicit limits, transparency and ongoing review, alongside complementary safety measures such as patrols, lighting and environmental design.

Key themes from community feedback

Across quantitative and qualitative responses, five consistent themes emerged:

- Safety is important, particularly in relation to antisocial behaviour, vandalism and feeling unsafe in certain locations or at night.
- Support for CCTV is conditional, strongest where deployment is targeted, justified and supported by clear governance and accountability.
- Privacy and surveillance concerns are significant, including fears of over-surveillance of recreational spaces, misuse of footage, AI and “surveillance creep”.
- Expectation of proportional, evidence-based deployment, with requests for clearer crime data, justification of locations and performance monitoring.
- Strong demand for transparency and governance, including clarity on data storage, access, retention, auditing and public reporting.

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Engagement methodology

The engagement for the draft Community Safety Technology Roll-out Plan was designed to support transparency, accessibility and informed participation, in line with the City's Stakeholder Engagement Policy and the IAP2 Spectrum of Public Participation.

Engagement was delivered at the Inform and Consult levels of the IAP2 Spectrum. In line with this, the City committed to keeping the community informed, listening to and acknowledging concerns, and providing feedback on how community input influenced decision-making.

The methodology was guided by the following principles:

- Transparency about the engagement process and what the community could and could not influence
- Inclusive and accessible participation opportunities
- Timely and relevant information provided before, during and after key decision points
- Consideration of feedback and communication of its influence
- Flexibility to respond to community needs
- Continuous improvement informed by the engagement process

Engagement approach

Engagement was delivered in two stages:

1. Awareness and Information
   Focused on building understanding of the draft Roll-out Plan, including its purpose and scope, and encouraging community members to stay informed ahead of the public comment stage.
2. Public Comment
   Provided opportunities for the community to share views on the draft Roll-out Plan, including levels of support, proposed CCTV locations, privacy and governance considerations, and the phased implementation approach.

Engagement methods

A mix of online and offline methods was used to ensure accessibility and allow community members to participate in ways that suited them.

Feedback was received through:

- An online submission form
- A downloadable hard-copy submission form
- In-person discussions, with submissions recorded by City staff where required
- Submissions received: **402 submissions**

	Inform	Consult	Involve	Collaborate	Empower
Pubic Participation Goal	To provide balanced and objective information in a timely manner.	To obtain public feedback on analysis, alternatives and or/decisions.	To work directly with the public throughout the process to ensure public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of preferred solution.	To place final decision in making in the hands of the public.
Promise to the public	We will keep you informed.	We will keep you informed, listen to acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced.	We will look to you for advise and innovation in formulating solutions and incorporate your advise and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

*IAP2 Spectrum of Public Participation

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Communications and promotion

A coordinated communications approach was implemented to build community awareness and understanding of the draft Roll-out Plan and related initiatives. A mix of digital, print and face-to-face channels was used to ensure information was clear, accessible and widely available.

Communications aimed to:

- Raise awareness of the draft Roll-out Plan
- Improve understanding of the proposed community safety initiatives
- Direct residents to the dedicated project webpage for further information
- Support transparency by clearly outlining the purpose, scope and next steps

Communication channels and tactics

Online

- Dedicated Melville Talks project page (visits n = 6,048)
- Direct notifications to webpage followers (page followers n = 117)
- City of Melville website homepage banner

Direct communications

- Random sample email to 5,000 households, directing recipients to review the draft Plan and learn more about the proposed initiatives (emails n = 4,659)
- Targeted emails and letters to residents near proposed CCTV locations (emails n = 1,900; letters n = 3,353)
- Targeted emails to local schools near proposed CCTV locations (emails n = 4)
- Emails to Melville Sounding Board members with an interest in public open space and community safety (emails n = 262)

Events and face-to-face information

- Information stalls and face-to-face conversations at *Pups in the Park* and the *South of the River Forum* events

Media, social and video

- City eNews features across Melville Matters, Youth Collective, MelSafe, Melville Talks and Business eNews (combined reach *n* = 39,825)
- Targeted social media campaign across City platforms (reach *n* = 17,318)
- Explainer animated video supporting understanding and directing residents to further information (views *n* = 1,982)

Print media and signage

- Newspaper advertisements in Perth Now and the Herald (distribution *n* = 54,000)
- Posters displayed in community centres, libraries and other high-traffic facilities
- A1 corflute signage installed at proposed parks and reserves

This communication approach established multiple awareness touchpoints across the City, supporting broad visibility of the draft Roll-out Plan and improving community understanding ahead of, and during, the engagement period.

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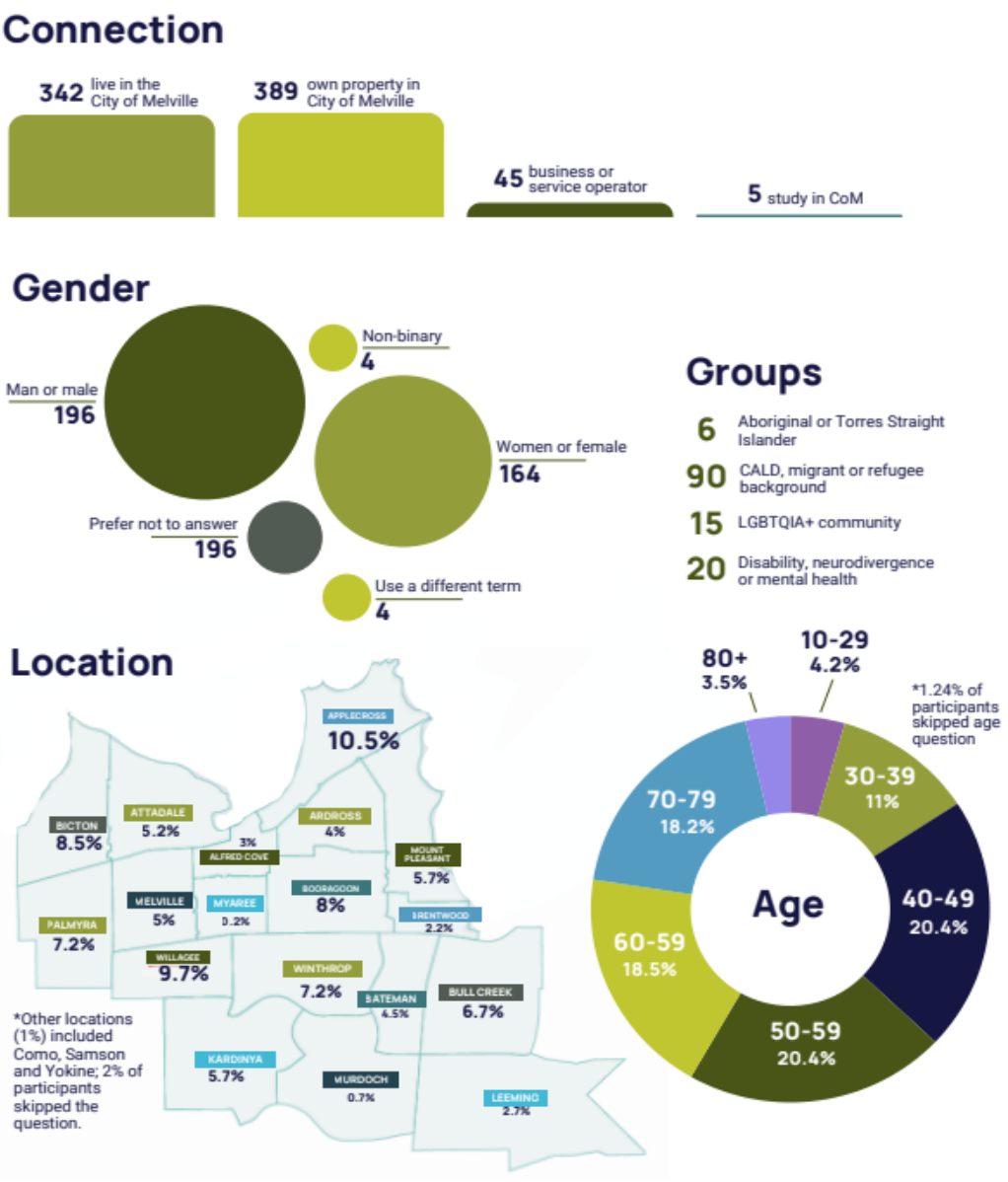
Participation and demographics

The consultation engaged 402 participants who live, work or recreate within the City of Melville.

As the City of Melville is made up of a diverse community, participants were invited to provide demographic information to help ensure a range of perspectives were heard. Throughout the consultation process, participation and demographic trends were actively monitored, and the communications approach was adjusted where required to support broader reach across the community.

The sections below present a breakdown of the demographic information provided during the consultation.



Question by question

Support for the draft Community Safety Technology Roll-out Plan

Question: Overall, how supportive are you of the draft Community Safety Technology Roll-out Plan? Answered: 327 Skipped: 75 Weighted average: 3.74 / 5

Response	Number	%
Strongly unsupportive	81	24.77%
Somewhat unsupportive	12	3.67%
Neutral / unsure	10	3.06%
Somewhat supportive	32	9.79%
Very supportive	**192**	**58.72%**
Total	327	100%

Key insights

- More than two-thirds of respondents (68.5%) support the draft Roll-out Plan, indicating broad community acceptance of the overall approach.
- Very supportive responses dominate (58.7%), suggesting strong confidence among supporters.
- Neutral responses are low (3.1%), indicating most respondents had a clear view once the full proposal was presented.

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Importance of improving safety using CCTV

Question: How important is improving safety in public spaces through the use of CCTV technology to you? Answered: 330 Skipped: 72 Weighted average: 3.92 / 5

Response	Number	%
Not important	65	19.7%
Somewhat unimportant	12	3.6%
Neutral / unsure	9	2.7%
Somewhat important	41	12.4%
Very important	**203**	**61.5%**
Total	330	100%

Open-text responses to this question focused primarily on perceptions of safety and risk, rather than implementation detail.

Key insights:

- Nearly 74% of respondents rated improving safety using CCTV as *somewhat or very important*
- However, written comments show that importance does not equal unconditional support
- Many respondents who selected “very important” also expressed concerns about privacy, effectiveness, or implementation
- Overall, participants broadly agree that safety is important, but many distinguish between the importance of safety and the role CCTV should play in achieving it.

Key themes included:

- Safety as a core priority: Many respondents emphasised the importance of feeling safe in public spaces, particularly at night and for vulnerable users such as children, older people and those walking alone.
- CCTV as one of several tools: A number of participants acknowledged safety as important but questioned whether CCTV alone improves safety, noting that lighting, design and physical presence also play a role.
- Effectiveness and proportionality: Some respondents expressed scepticism about whether CCTV delivers measurable safety outcomes or is necessary in areas perceived as already safe.
- Privacy and comfort: Even where safety was rated as important, concerns were raised about privacy and the impact of surveillance on the enjoyment of public and recreational spaces.
- safety and the role CCTV should play in achieving it.

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Support for CCTV in public spaces

Question: Do you support the use of CCTV in public spaces to enhance community safety in the City of Melville? Answered: 330 Skipped: 72 Weighted average: 3.85 / 5

Response	Number	%
Not important	76	23%
Somewhat unimportant	14	4.2%
Neutral / unsure	6	1.8%
Somewhat important	22	6.7%
Very important	**212**	**64.2%**
Total	330	100%

Open-text responses to this question focused more strongly on support, opposition and conditions for implementation.

Key insights:

- Approximately 71% of respondents indicated they were *somewhat or very supportive*
- A significant 27% were *somewhat or strongly unsupportive*
- Opposition was largely driven by concerns about surveillance, data use, AI, cost, and lack of evidence
- Support was strongest where CCTV was seen as targeted, monitored, and linked to clear safety outcomes
- Overall, while support for CCTV is relatively high, views are strongly polarised, with conditional support on one side and significant privacy and governance concerns on the other

Key themes included:

- Support linked to deterrence and evidence: Supportive respondents highlighted CCTV's role in deterring antisocial behaviour, supporting investigations and improving safety in known hotspots.
- Conditional support: Many supportive responses were qualified, emphasising the need for targeted locations, clear governance, monitoring and accountability.
- Privacy and surveillance concerns: Opposing responses consistently raised concerns about over-surveillance, data use, AI and facial recognition, and potential misuse of footage.
- Cost and Council role: Some respondents questioned value for money, ongoing operational costs and whether CCTV falls within Council's core responsibilities.
- Alternative approaches: A number of participants suggested complementary or alternative safety measures, such as improved lighting, design-based crime prevention and community-based responses.

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Information needed to feel informed about CCTV

Question: What information, if any, would help you feel informed about CCTV and its role in community safety in the City of Melville? Answered: 307 Skipped: 95
*Participants could select all that apply

Information type	Number	%
Why CCTV is being considered or used in public spaces	100	32.6%
Where CCTV may be installed or is currently located	**203**	**66.1%**
How decisions are made about where to install CCTV	160	52.1%
How footage is collected, stored and accessed	**187**	**60.9%**
How privacy and data protection are managed	**157**	**51.1%**
How CCTV effectiveness is monitored or evaluated	**196**	**63.8%**
How the community is informed about CCTV use	149	48.5%
Other	62	20.2%

Key insights:

- Information needs extend well beyond location maps, with effectiveness, privacy and governance identified as critical.
- The highest-rated information needs relate to monitoring effectiveness (63.8%), where CCTV is installed (66.1%), and how footage is managed (60.9%).
- Open-text comments indicate that clear, evidence-based communication is essential to building trust and confidence in any future implementation.

Key themes included:

- Evidence and justification: Requests for crime data, business cases and evidence that CCTV is effective compared with alternative safety measures.
- Privacy and data management: Strong interest in how footage is stored, who can access it, retention periods, and protections against misuse or hacking.
- Decision-making transparency: Questions about how locations are selected and how community input influences decisions.
- Governance and oversight: Concerns about the use of AI, facial recognition and future expansion of surveillance without community consent.
- Alternatives to surveillance: Some respondents asked what non-CCTV options were considered to improve safety.

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Policy and Code of Practice

Question: The City has a CCTV Code of Practice in place to guide the responsible use of CCTV and ensure these principles are upheld. Do you have any comments or suggestions regarding how CCTV should be operated and managed?
Answered: 180 Skipped: 222 Open-text responses

Key insight:
While views on CCTV vary, responses show strong agreement on the need for robust operational controls, clear accountability and strong privacy protections to underpin any use of CCTV within the City.

Key themes included:

- Privacy and access controls: Many respondents stressed the need for strict limits on who can access CCTV footage, calling for police-clearance requirements, role-based access and strong protections against misuse or data leaks.
- Transparency and accountability: Requests were made for clear public reporting on CCTV use, including when footage is accessed, how it is used, and mechanisms for auditing and accountability.
- Monitoring and active management: Some respondents questioned the effectiveness of CCTV if footage is not actively monitored or followed up, emphasising the importance of timely response rather than passive surveillance.
- Clear purpose and limits: Feedback highlighted the need for CCTV to be used only for clearly defined community safety purposes, with concerns raised about scope creep or expansion into unrelated compliance or monitoring activities.
- Council role and responsibility: A number of respondents expressed views that CCTV should be managed by trained professionals or external agencies, rather than Council officers.

Question: Do you have any comments or suggestions regarding the City's CCTV Policy, including how it could be strengthened to support transparency, privacy and accountability?
Answered: 149 Skipped: 253 Open-text responses

Key insight:
Feedback indicates a strong expectation that the CCTV Policy act as a robust safeguard, clearly defining limits, protections and accountability mechanisms to prevent misuse and manage future technological change.

Key themes included:

- Stronger and clearer privacy protections: Many respondents called for the CCTV Policy to go beyond minimum compliance requirements, with clearly articulated limits on data collection, retention periods, access controls and use of footage.
- Explicit exclusions and safeguards: There was strong interest in the Policy clearly stating what CCTV will not be used for, particularly in relation to facial recognition, artificial intelligence, behavioural tracking or secondary use of data.
- Transparency and public accountability: Respondents requested stronger transparency measures, including public reporting on CCTV use, regular reviews of the Policy, and clear pathways for complaints or concerns to be raised/addressed.
- Independent oversight and review: Some submissions suggested the inclusion of independent oversight mechanisms, periodic audits, or review by external bodies to ensure compliance and build public trust.

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- Future-proofing the Policy: A number of respondents emphasised the importance of ensuring the Policy remains relevant as technology evolves, with clear requirements for community consultation before any expansion or change in CCTV capability.

Preferred duration for mobile CCTV

Question: How long do you think a mobile CCTV unit should remain in one location before being moved? Answered: 272 Skipped: 130

Grouping	**Participation**
Short-term deployment (≤ 1 month)	79 (29.05%)
Medium-term deployment (up to 3 months)	38 (13.97%)
Flexible / longer-term if needed	**84 (30.88%)**
Unsure	**87 (31.99%)**

Key insights

- No single deployment duration dominates, indicating community preference for flexibility rather than fixed timeframes.
  - Nearly one-third of respondents (30.9%) support mobile CCTV remaining longer if necessary, reflecting acceptance where:
  - There is a demonstrated safety need
  - The use is clearly justified and reviewed
- A similarly large proportion (32.0%) were unsure, suggesting:
  - Many respondents are comfortable deferring decisions to evidence, context and professional judgement
  - Clear criteria and communication around deployment decisions will be important

Support for Integrating AI Technology into CCTV Systems

Question: Do you support the City integrating AI technology into its CCTV systems?
Answered: 328 Skipped: 74

Grouping	**Participation**
Supportive (somewhat + very)	208 (63.42%)
Neutral / unsure:	27 (8.23%)
Unsupportive (somewhat + strongly):	93 (28.35%

Key insights

- A clear majority (63.4%) support integrating AI into CCTV, despite strong views on surveillance elsewhere.
- Support is higher where AI is framed as:
  - Improving response times
  - Reducing manual monitoring
  - Operating within existing budgets
- Opposition (28.4%) is consistent with broader concerns about surveillance, data use and privacy, rather than AI-specific functionality.

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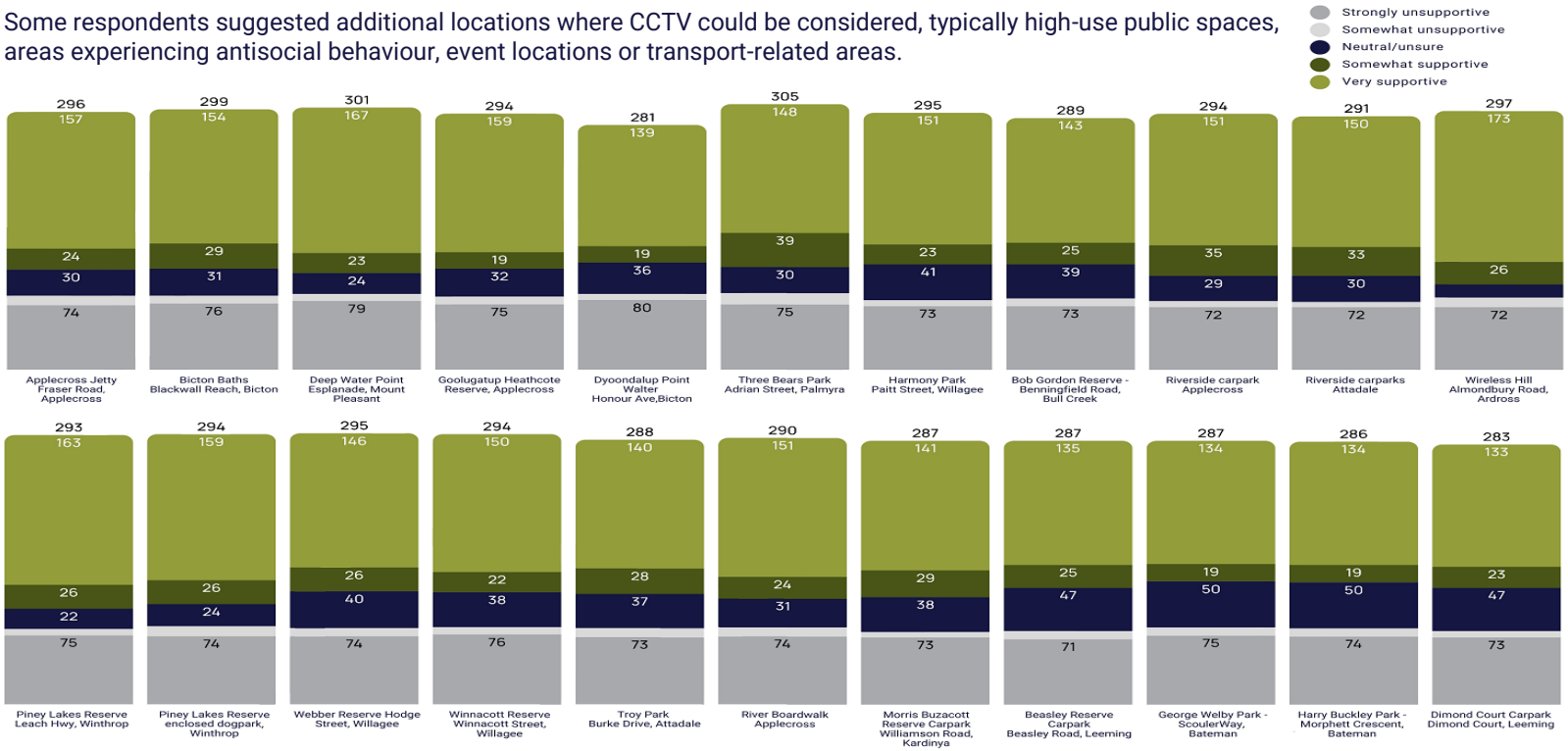
Proposed CCTV locations

How supportive are you of the proposed CCTV camera locations listed below. You can indicate your level of support for each individual location or for all of the locations listed. Answered: 324 Skipped: 78

Key insights:
Across the proposed locations, support levels were broadly consistent. Importantly, respondents who expressed low or no support typically did not support any of the locations listed, suggesting objections were related to the concept of CCTV rather than individual sites. This finding indicates that removing or altering individual locations is unlikely to materially change levels of opposition, while governance, transparency and review mechanisms are more likely to influence overall community confidence.

Some respondents suggested additional locations where CCTV could be considered, typically high-use public spaces, areas experiencing antisocial behaviour, event locations or transport-related areas.



Financial investment in fixed and mobile CCTV

Question: To install fixed CCTV in key public locations, the City will need to invest in new equipment and infrastructure. We want to gauge community support for this financial investment aimed at enhancing safety in public spaces. Answered: 329 Skipped: 73

Grouping	Short-term (2026–27) $340,000	Mid-term (2027–28) $740,000	Long-term (2028-29) $840,000
Supportive (somewhat + very)	177 (57.3%)	176 (58.6%)	187 (58.6%)
Unsupportive (somewhat + strongly)	104 (33.7%)	106 (33.3%)	102 (32.0%)
Neutral / unsure	28 (9.1%)	26 (9.4%)	30 (9.4%)

Key insights

- A clear majority of respondents supported financial investment in fixed CCTV across all three funding horizons (approximately 57-59% supportive).
- Support levels remained relatively stable across short-, mid- and long-term investment scenarios, indicating that increased costs over time did not significantly reduce overall support.
- Around one-third of respondents consistently opposed the investment, with opposition largely driven by:
- Privacy and surveillance concerns
  - Questions about effectiveness
  - Concerns about value for money and long-term operational costs
  - Express principle-based concerns rather than objections linked to the scale of expenditure

Neutral or unsure responses remained low (around 9%), suggesting most participants had a considered view once cost information was provided.

Question: Do you support the City expanding its investment in mobile CCTV units?
Answered: 324 Skipped: 78

Grouping	**Estimated cost:** $300,000 (10 additional mobile units)
Supportive (somewhat + very)	218 (67.29%
Unsupportive (somewhat + strongly)	20 (6.17%
Neutral / unsure	86 (26.55%

Key insights

- Strong majority support for expanding investment in mobile CCTV, with over two-thirds (67.3%) supportive.
- Support for mobile CCTV is higher than support for fixed CCTV investment, reflected in A higher weighted average score (3.68 vs ~3.4) and a lower neutral response rate
- Open-text patterns (consistent with earlier findings) indicate support is driven by:
  - Flexibility and rapid deployment
  - Temporary use in response to events or emerging safety issues
- Perception of lower risk of over-surveillance compared with fixed cameras
- Opposition remains principle-based and aligns with respondents consistently unsupportive of CCTV overall.

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Final comments on the draft Roll-out Plan

Question: Please share final comments on the draft Community Safety Technology Roll-out Plan. Answered: 178 Skipped: 224

Open-ended feedback indicates community views are strongly held but largely consistent in theme.

- Supportive comments welcomed a proactive approach to safety, with calls for faster rollout, targeted deployment and clearer performance measures to demonstrate effectiveness.
- Neutral feedback focused on the need for stronger evidence, clearer justification for locations, transparency around costs, and better explanation of governance and monitoring arrangements.
- Unsupportive responses were primarily principle-based, raising concerns about privacy, over-surveillance of public spaces, long-term “function creep” and the role of local government versus police.
- AI integration was the most contentious issue, prompting concerns about bias, misuse, cybersecurity and facial recognition, alongside calls for clear limits, safeguards and human oversight.
- Across all sentiment groups, there was a strong preference for proportional, evidence-based deployment, with many respondents emphasising the importance of MelSafe patrols, lighting and design-based crime prevention alongside any use of CCTV.

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Proposed Home CCTV Rebate Program

CONSULTATION REPORT

DECEMBER 2025

City of Melville

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Executive summary

As part of a recent review of Community Safety services, opportunities were identified to strengthen safety outcomes across the City of Melville through the considered use of technology and other practical measures.

In response, the City developed a draft Community Safety Technology Roll-out Plan, incorporating a proposed **Home CCTV Rebate Program** to support residents to install CCTV systems on private property as part of a broader approach to community safety. The proposed program explores a range of rebate models, including a potential pilot program.

In line with the April 2025 Ordinary Meeting of Council resolution, the City undertook a separate consultation process for the draft Community Safety Technology Roll-out Plan and the proposed Home CCTV Rebate Program. This report relates specifically to the consultation on the **proposed Home CCTV Rebate Program.**

Following the Council resolution, the City commenced an initial awareness and education phase in mid-2025 to build community understanding of the proposed community safety initiatives. This was followed by a formal consultation period for the proposed rebate program, which ran from **6 November to 14 December 2025**, supported by a dedicated project page on the City's website (melvillecity.com.au/cctv).

The purpose of the consultation was to inform the community about the proposed Home CCTV Rebate Program and to gather informed feedback to help refine the final program design. Consultation focused on:

- Overall community support for introducing a Home CCTV Rebate Program
- Preferred rebate models, including unmanaged, managed and pilot program options
- Views on eligibility criteria and how the program should be administered

Community engagement was delivered across the **Inform and Consult** levels of the IAP2 Spectrum and included a mix of online and hard-copy submission forms, in-person and phone discussions, and two pop-up information sessions held at the Pups in the Park event and the South of the River Forum. These activities were supported by a combination of digital and traditional communication channels to maximise awareness and accessibility.

A total of **346 submissions** were received during the consultation period. All feedback has been reviewed and analysed and is summarised in this report. The findings will be used to refine the proposed Home CCTV Rebate Program, including program structure, eligibility and administration, before being presented to a future Ordinary Meeting of Council for consideration.

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Consultation findings

Analysis of submissions indicates strong overall community support for a Home CCTV Rebate Program, with the majority of respondents supportive of a rebate to assist residents in installing CCTV on private property. Support was strongest where the program is voluntary, well governed and clearly administered, and where eligibility, standards and costs are transparent.

Across the consultation, respondents consistently viewed a rebate as a practical, resident-led safety measure that reduces upfront financial barriers and supports households to improve security. Quantitative results show high levels of support for introducing a rebate program, strong likelihood of uptake if a rebate were available, and broad acceptance of staged funding across short-, mid- and long-term horizons.

Consultation findings show a clear preference for structured and managed rebate models, with the $500 managed rebate option receiving the strongest support. This indicates community expectations for minimum standards, quality assurance and accountability, rather than an unmanaged or unrestricted rebate approach. There was also measured support for a pilot program, with many respondents viewing a pilot as an appropriate way to test demand, costs and administration before any broader rollout.

Eligibility was a key consideration for participants. Feedback shows a strong preference for prioritising residents, with more limited support for extending eligibility to businesses. There was also strong support for higher rebates for seniors and pensioners, reflecting equity considerations, fixed incomes and perceived vulnerability. At the same time, respondents highlighted the importance of recognising residents who have already installed CCTV systems.

While support was strong overall, consultation findings also reflect considered and balanced views. A smaller cohort opposed the rebate on principle, primarily due to concerns about public funding of private assets, impacts on rates, and duplication with State Government programs. Neutral responses generally reflected uncertainty about program costs, administration and interaction with existing rebates.

Privacy and responsible use were raised in open-text responses, though less prominently than in other community safety initiatives. Where raised, respondents emphasised the importance of voluntary participation, clear opt-in arrangements, guidance on appropriate camera placement, and strong governance to protect privacy and data security.

Overall, consultation findings indicate that the Home CCTV Rebate Program is broadly supported as a voluntary, resident-focused initiative, provided it is clearly scoped, equitable, transparent and well governed, with clear eligibility criteria and demonstrated value for money.

UNCONFIRMED

Engagement methodology

The engagement for the proposed Home CCTV Rebate Program was designed to support transparency, accessibility and informed participation, in line with the City's Stakeholder Engagement Policy and the IAP2 Spectrum of Public Participation.

Engagement was delivered at the Inform and Consult levels of the IAP2 Spectrum. In line with this, the City committed to keeping the community informed, listening to and acknowledging concerns, and providing feedback on how community input influenced decision-making.

The methodology was guided by the following principles:

- Transparency about the engagement process and what the community could and could not influence
- Inclusive and accessible participation opportunities
- Timely and relevant information provided before, during and after key decision points
- Consideration of feedback and communication of its influence
- Flexibility to respond to community needs
- Continuous improvement informed by the engagement process

Engagement approach

Engagement was delivered in two stages:

1. Awareness and Information
   Focused on building understanding, including its purpose and scope, and encouraging community members to stay informed ahead of the public comment stage.
2. Public Comment
   Provided opportunities for the community to share views on the proposed Home CCTV Rebate Program including community support for introducing a rebate program, preferred rebate model and eligibility criteria.

Engagement methods

A mix of online and offline methods was used to ensure accessibility and allow community members to participate in ways that suited them.

Feedback was received through:

- An online submission form
- A downloadable hard-copy submission form
- In-person discussions, with submissions recorded by City staff where required
- Submissions received: **346 submissions**

	Inform	Consult	Involve	Collaborate	Empower
Pubic Participation Goal	To provide balanced and objective information in a timely manner.	To obtain public feedback on analysis, alternatives and or/decisions.	To work directly with the public throughout the process to ensure public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of preferred solution.	To place final decision in making in the hands of the public.
Promise to the public	We will keep you informed.	We will keep you informed, listen to acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced.	We will look to you for advise and innovation in formulating solutions and incorporate your advise and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

*IAP2 Spectrum of Public Participation

UNCONFIRMED

Communications and promotion

A coordinated communications approach was implemented to build community awareness and understanding of the proposed Home CCTV Rebate Program and related initiatives. To avoid confusion arising from two concurrent but separate consultations, communications for both consultations were delivered through a combined and clearly signposted marketing approach, while maintaining distinct submission pathways. A mix of digital, print and face-to-face channels was used to ensure information was clear, accessible and widely available.

Communications aimed to:

- Raise awareness of the engagement
- Improve understanding of the proposed community safety initiatives
- Direct residents to the dedicated project webpage for further information
- Support transparency by clearly outlining the purpose, scope and next steps

Communication channels and tactics

Online

- Dedicated Melville Talks project page (visits n = 6,048)
- Direct notifications to webpage followers (page followers n = 117)
- City of Melville website homepage banner

Direct communications

- Random sample email to 5,000 households, directing recipients to review the draft Plan and learn more about the proposed initiatives (emails n = 4,659)
- Emails to Melville Sounding Board members with an interest in public open space and community safety (emails n = 262)

Events and face-to-face information

- Information stalls and face-to-face conversations at *Pups in the Park* and the *South of the River Forum* events

Media, social and video

- City eNews features across Melville Matters, Youth Collective, MelSafe, Melville Talks and Business eNews (combined reach *n* = 39,825)
- Targeted social media campaign across City platforms (reach *n* = 17,318)
- Explainer animated video supporting understanding and directing residents to further information (views *n* = 1,982)

Print media and signage

- Newspaper advertisements in Perth Now and the Herald (distribution *n* = 54,000)
- Posters displayed in community centres, libraries and other high-traffic facilities
- A1 corflute signage installed at proposed parks and reserves

This communication approach established multiple awareness touchpoints across the City, supporting broad visibility of the draft Roll-out Plan and improving community understanding ahead of, and during, the engagement period.

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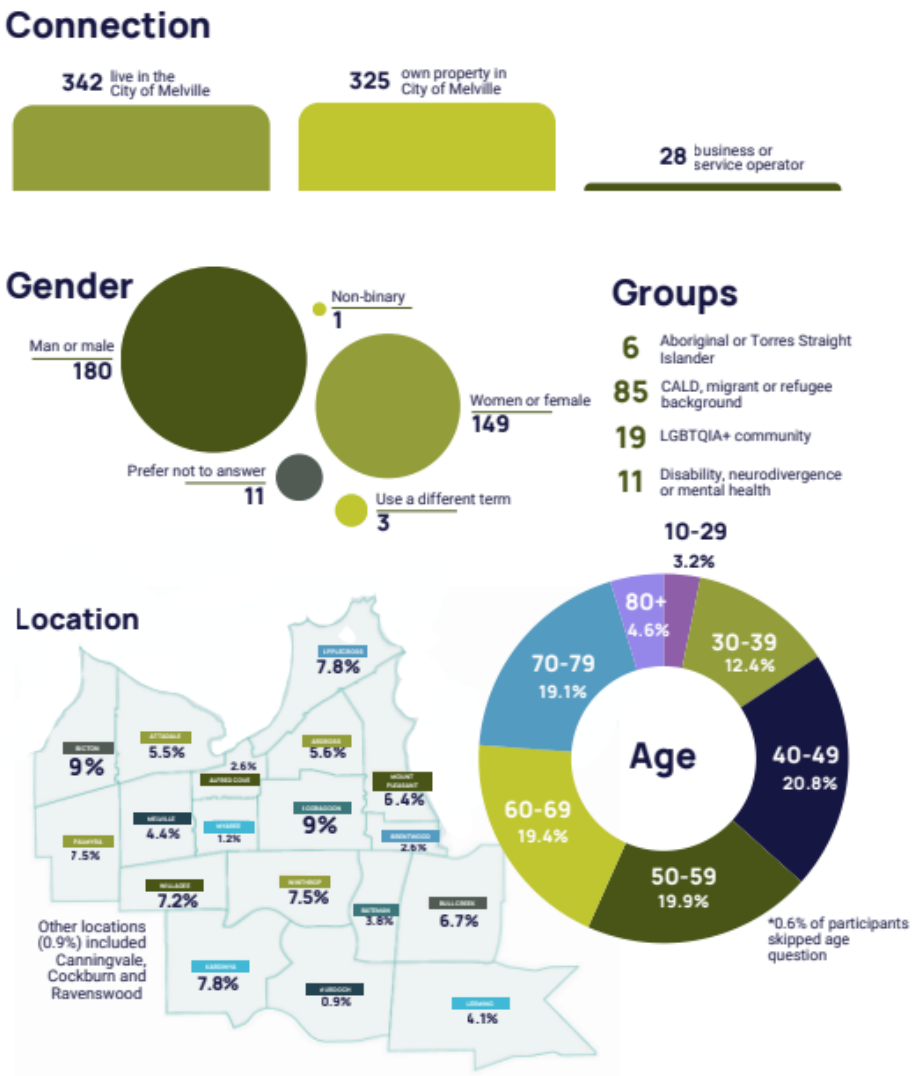
Participation and demographics

The consultation engaged 346 participants who live, work or recreate within the City of Melville.

As the City of Melville is made up of a diverse community, participants were invited to provide demographic information to help ensure a range of perspectives were heard. Throughout the consultation process, participation and demographic trends were actively monitored, and the communications approach was adjusted where required to support broader reach across the community.

The sections below present a breakdown of the demographic information provided during the consultation



Question by question

Support for a home CCTV rebate and options

Question: The City is considering the introduction of a rebate program to support residents with the installation of CCTV systems. How supportive are you of the City offering a rebate to residents who install CCTV at their property? Answered: 288 Skipped: 58

Response	Number	%
Strongly unsupportive	35	12.15
Somewhat unsupportive	7	2.43
Neutral / unsure	9	3.13
Somewhat supportive	27	9.38
Very supportive	**210**	**72.92**

Key insights
There is very strong community support for a Home CCTV Rebate Program, with more than four in five respondents (82.3%) supportive, and almost three-quarters indicating they are *very supportive*. Opposition is low and concentrated among a small, principle-based cohort.

Question: The City is exploring several possible rebate options:

- **Option 1: Unmanaged rebate - estimated $200 rebate with low City oversight**
- **Option 2: Managed rebate - estimated $500 rebate for systems that meet certain technical standards**
- **Option 3: Managed rebate with optional pilot program -estimated $200 or $500 rebate depending on participation in pilot program.**

Please indicate how supportive you are of each rebate options.

Answered: 287 Skipped: 59

Grouping	Option 1 – Unmanaged Rebate $200	Option 2 – Managed Rebate $500	Option 3 – Managed Rebate with pilot
Supportive (somewhat + very)	**169 (58.9%**	**220 (76.7%**	**206 (71.9)**
Unsupportive (somewhat + strongly)	69 (24%)	38 (13.3%	41 (14.3%
Neutral / unsure	49 (17.1%)	29 (10.1%)	40 (13.9%)
Total responses	287	287	287
Weighted average	3.54	**4.04**	3.90

Key insights
Support increased as program structure, governance and oversight increased. The Managed Rebate ($500) option received the strongest support, with more than three-quarters of respondents supportive, while the unmanaged option attracted higher neutrality and opposition. Support for a managed rebate with a pilot program also remained strong, indicating community acceptance of a staged or trial-based implementation approach.

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Likelihood of installing CCTV and joining pilot program

Question: If a rebate program were available, how likely would you be to install CCTV at your property? Answered: 286 Skipped: 60

Response	Number	%
Supportive (somewhat + very)	**172**	**60.1%**
Unsupportive (somewhat + strongly)	25	8.7%
Neutral / unsure	12	4.2%
Already have CCTV installed	77	26.9%

Key insight:
A clear majority of respondents indicated they would be likely to install CCTV if a rebate were available, with a further 27% already having CCTV installed, indicating strong latent uptake potential for a rebate program.

Question: If the City were to introduce Option 3, would you be interested in participating in a pilot program where limited real-time CCTV alerts are shared with the City's Community Safety Service to help enable faster responses to incidents?
Answered: 283 Skipped: 63

Response	Number	%
Supportive (somewhat + very)	**169**	**59.7%**
Unsupportive (somewhat + strongly)	51	18%
Neutral / unsure	63	22.3%

Key insight:
Nearly 60% of respondents expressed interest in participating in a pilot program involving limited real-time alerts, while a sizeable neutral group suggests that clearer detail on scope, safeguards and participation requirements could further influence uptake.

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Community support for funding the Home CCTV Rebate Program

Question: If the City were to introduce a new CCTV rebate program, we would need to invest funding to make the program possible. We'd like to understand the level of community support for different funding options to deliver this program. Please indicate how supportive you are of each investment option.
Answered: 283 Skipped: 63

Grouping	Short-term (2026–27) $50,000	Mid-term (2027–28) $90,000	Long-term (2028–29) $230,000	Community CCTV Partnership Pilot Program - Short-term (2026-27) $40,000
Supportive (somewhat + very)	**175 (67.3)**	**172 (65.9%)**	**169 (62.83%)**	**176 (67.18%**
Unsupportive (somewhat + strongly)	43 (16.5%)	48 (18.4%)	48 (17.85%	45 (17.18%
Neutral / unsure	42 (16.2%)	41 (15.7%)	41 (19.33%)	41 (15.65%
Total responses	260	261	269	262
Weighted average	3.86	3.77	3.75	3.84

Key insight:
Consultation findings show majority support for funding the Home CCTV Rebate Program across all timeframes, with strongest support for short-term investment and a pilot program, and opposition remaining consistent and principle-based rather than cost-driven.

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Eligibility for the Home CCTV Rebate Program

Question: Community support for funding the Home CCTV Rebate Program
Answered: 290 Skipped: 56

Response	Number	%
Residents only	**126**	**43.4%**
Residents and small/local businesses	83	28.6%
Residents and all businesses	45	15.5%
Unsure	24	8.3%
Non-one should be eligible	12	4.1%
Total	290	

Key insight:
The strongest preference was for a resident-focused rebate, with more limited support for extending eligibility to businesses. This indicates community expectations that the program prioritise household safety outcomes, with any business inclusion carefully defined.

Question: Should residents be able to access both the City's Home CCTV Rebate Program and relevant State Government rebates?
Answered: 284 Skipped: 62

Response	Number	%
Supportive	**162**	**57%**
Unsupportive	57	20.1%
Neutral / unsure	65	22.9%
Total	284	

Key insight:
A clear majority of respondents supported dual access to City and State Government rebates, viewing complementary funding as a way to improve affordability and uptake. Neutral responses may indicate the importance of clear eligibility rules and administration to avoid duplication or perceived unfairness.

Question: Should seniors and pension card holders receive a higher rebate amount?
Answered: 287 Skipped: 59

Response	Number	%
Supportive	**195**	**67.9%**
Unsupportive	59	20.6%
Neutral / unsure	33	11.5%
Total	287	

Key insight:
There was strong support for a higher rebate for seniors and pensioners, reflecting community views around equity, vulnerability and fixed incomes. Opposition was primarily related to concerns about cost or differential treatment, rather than opposition to the rebate program itself.

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Final comments – Home CCTV Rebate Program

Question: Please share any final comments on the proposed Home CCTV Rebate Program.
Response type: Open-ended Answered:149 Skipped: 197

Overall interpretation
Open-ended feedback confirms that the Home CCTV Rebate Program is broadly supported as a voluntary, resident-led safety initiative, provided it is well governed, transparent, equitable and clearly costed. Opposition was primarily principle-based and focused on public expenditure and privacy, reinforcing the importance of clear eligibility criteria, strong governance and clear communication.

Key insights
Open-text responses reinforced the quantitative findings, showing strong overall support for the rebate program, alongside clear expectations around fairness, governance, cost transparency and voluntary participation. While many respondents welcomed the rebate as a practical way to support household safety, a smaller but consistent group opposed public funding of private CCTV on principle.

Key themes from open-text responses

1. Strong support for a voluntary, resident-led rebate
   Most open-text responses supported the rebate as a practical way to reduce upfront costs and encourage residents to improve safety on their own property, particularly in the context of perceived increases in crime and affordability pressures.
2. Importance of clear eligibility, standards and administration
   Respondents consistently emphasised the need for transparent eligibility criteria, simple administration, and minimum standards for eligible systems. Many also highlighted the importance of recognising residents who have already installed CCTV.
3. Equity, cost and value-for-money considerations
   Strong support was expressed for prioritising seniors, pensioners and vulnerable households. At the same time, some respondents questioned public funding of private assets and raised concerns about potential impacts on rates and duplication with State Government rebates.
4. Privacy, choice and governance expectations
   While less prominent than in other safety initiatives, privacy and data-use considerations were raised, with respondents emphasising that participation should remain voluntary, with clear opt-in arrangements and guidance on responsible use.

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City of Melville

ALTERNATIVE MOTION
Submitted in accordance with the
City of Melville Local Government (Meeting Procedures) Local Law 2022

Please complete the sections in blue (use F11 to navigate quickly between fields) and upload your motion via the portal or email to Governance.Team@melville.wa.gov.au

Presented to	Ordinary Meeting of Council to be held 17 March 2026
Related to Item	CD26/57 Adoption of the Community Safety Technology Roll-out Plan 2026 – 2031 and Other CCTV Related Matters
Submitted by	Cr S Green
Attachments	Nil.

UNCONFIRMED

ALTERNATIVE MOTION (WITH NOTICE)

That the Council:

1. **Endorses the commencement of a Home CCTV Rebate Program as outlined within the Community Safety Technology Plan 2026–2031 from 1 July 2026, subject:**
   a. **to future budget considerations; and that the Fixed CCTV Roll Out Plan be implemented only where a target of 50% funding is secured through external grants.**
   b. **approval of a variation to the grant application, removing Applecross Jetty and the Riverside carparks from the grant funding application and replace them with Piney Lakes Winthrop, Wireless Hill in Ardross, Morris Buzzacott Reserve in Kardinya and Bill Ellson Park in Bateman.**

2. **Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the following amendment to the rebate structure:**
   That the Home CCTV Rebate Program commence with a standard rebate of $200 for all eligible installations, with the higher rebate of $500 applying only to applicants who participate in the pilot program and agree to the associated data sharing arrangements once the pilot becomes operational.

3. **Adopts the Proposed CCTV Policy; and**

4. **the City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.**

REASONS FOR THE MOTION

1. Early adopters will get $500 for something that post pilot program adopters will only get $200 for. To start at $200 and then increase to $500 if sharing with Melsafe when the pilot begins, may alleviate the cost concerns and be a fairer and more consistent approach for residents.
2. To address an over-concentration of fixed cameras in riverside areas while not addressing the need in other areas.
3. To alleviate concerns about the costs of the CCTV rollout.
4. For better equity, fairness and consistency for residents and ratepayers regarding the receipt of rebates.

City of Melville

ALTERNATIVE MOTION
Submitted in accordance with the
City of Melville Local Government (Meeting Procedures) Local Law 2022

Presented to	Ordinary Meeting of Council March 2026
Related to Item	CD 26/57 – Adoption of Community Safety Technology Roll-out Plan 2026 – 2031 and Other CCTV Related Matters
Submitted by	Cr G Barber
Attachments	Nil.

ALTERNATIVE MOTION (WITH NOTICE)

That the Council

1. **Adopts the Community Safety Technology Roll-out Plan 2026–2031, subject to the following amendment to the rebate structure:**
   That the Home CCTV Rebate Program is not adopted until the 'Community Partnership Program – Pilot Project' is adopted and endorsed by Council through a future Annual Budget process. Once operational, a $500 rebate may be offered to applicants participating in the pilot and agreeing to the required data-sharing arrangements, with a $200 rebate possibly offered for all other eligible home CCTV installations, dependent on budget considerations.

2. **Adopts the Proposed CCTV Policy; and**

3. **the City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.**

Reasons for the Alternative Motion

1. This household CCTV service is a service that the City does not have to deliver to its residents. It would be much fairer and more equitable to do a user pays system in this instance.

2. As stated in the officer report "Other local governments who have tried this scheme report they often face high demand, leading to budget overruns and inconsistent footage quality". A rebate program of this nature is an extra service from the City and an extra cost to the City when we are trying to keep rates down.

3. There are 44,000 households in the City of Melville. The community rebate should it exist in its current form, will only be available to 50 households (if $500 rebate) - or 125 households (if $200 rebate).

4. This is not equitable. Many households may miss out on the rebate. Why should some get it and others not?

5. Why should our residents subsidise those 50 – 100 households lucky enough to get the rebate? Many residents have already bought their own CCTV. City officers have not collected data on how many households already have CCTV in the City of Melville.

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6. Apart from the budgeted amount to pay the rebate, there are also other administrative costs related to this program. As stated earlier, these costs will affect our ratepayers. Officers have stated that only those households that comply to certain criteria will receive the rebate but there is no itemised account of what this criteria is. The analysing of houses per criteria, the roll out of the rebates and the potential cost over-runs mean this could be a real administrative burden for the City.

7. The conditions related to the CCTV rebate mean a household would be expected to spend upwards of $2000. Cheaper CCTV can be purchased.

8. The AI Pilot Program outlined in the CCTV Policy for 2 – 3 years time, may involve a review of a rebate program. This proposal may be more advantageous for the whole Melville community in terms of CCTV footage. This will be reviewed considering the budget constraints and further investigation at the time.

UNCONFIRMED

City of Melville

ALTERNATIVE MOTION
Submitted in accordance with the
City of Melville Local Government (Meeting Procedures) Local Law 2022

Presented to	Ordinary Meeting of Council March 2026
Related to Item	CD 26/57 – Adoption of Community Safety Technology Roll-out Plan 2026 – 2031 and Other CCTV Related Matters
Submitted by	Cr J Spanbroek
Attachments	Nil

ALTERNATIVE MOTION (WITHOUT NOTICE)

That the Council:

1. **Does not endorse the commencement of a Home CCTV Rebate program as outlined within the Community Safety Technology Plan 2026-2031 from 1 July 2026;**

2. **Adopts the Community Safety Technology Roll out Plan 2026–2031, subject to the Council review of the effectiveness of the grant-funded CCTV program following a 12-month period. The review is to include an evaluation of:**
   a. **All costs associated with the proposed fixed CCTV program, including asset management (whole of life) implications.**
   b. **Community impacts;**
   c. **Operational requirements necessary to support any broader CCTV rollout; and**
   d. **Financial modelling on the potential impacts on rates and the long-term financial plan arising from any future expansion of the CCTV network.**

3. **Adopts the proposed CCTV Policy, with a review to be undertaken after the initial 12-month period, and to include a presentation of operational outcomes to an Elected Member Engagement Session for Elected Member input.**

4. **Endorses the City's administration to enter participation arrangements with the Western Australia Police Force in relation to vGRID, in accordance with the WALGA reviewed Memorandum of Understanding.**

UNCONFIRMED

Reasons for the Alternative Motion

1. Committing to a broader CCTV rollout that may impact the City's resources and result in financial implications that will affect ratepayers.

2. The alternative motion seeks to provide a format that will provide the Council with data on whether CCTV reduces crime, antisocial behaviour, or vandalism.

3. Allows the Council to measure the before and after outcomes at the determined locations.

4. Avoids making long term financial commitments without actual evidence that supports the installation of CCTV infrastructure.

5. That ensuring the addition of a new asset class is viable and sustainable.

Australian Government
Department of Industry, Science and Resources

Commonwealth Standard Grant Agreement

between the Commonwealth of Australia represented by

Department of Industry, Science and Resources

and

CITY OF MELVILLE

The Commonwealth Acknowledges the Aboriginal and Torres Strait Islander Peoples throughout Australia and their continuing connection to land, water, culture and community. We pay our respects to the Elders both past and present. We acknowledge that our services are provided on many Indigenous lands. We continue to recognise that to achieve true reconciliation we need to work together with Aboriginal and Torres Strait Islander peoples, communities, staff and stakeholders to ensure that we are meeting the needs of the community.

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Grant Agreement SCS000005

Once completed, this document, together with the Grant Details and the Commonwealth Standard Grant Conditions (Schedule 1), forms an Agreement between the Commonwealth of Australia (the Commonwealth) and the Grantee.

Parties to this Agreement

The Grantee

Full legal name of Grantee	CITY OF MELVILLE
Legal entity type (e.g. individual, incorporated association, company, partnership, etc)	Local Government Entity
Trading or business name	Not applicable
Any relevant licence, registration or provider number	Not applicable
Australian Business Number (ABN) or other entity identifiers	ABN 81152433900
Australian Company Number (ACN)	Not applicable
Registered for Goods and Services Tax (GST)?	Yes
Date from which GST registration was effective?	30/06/2000
Registered office address	10 ALMONDBURY RD BOORAGOON WA 6154 Australia
Relevant business place	10 Almondbury Rd BOORAGOON WA 6154 Australia

The Commonwealth

The Commonwealth of Australia represented by the
Department of Industry, Science and Resources
of 10 Binara Street CANBERRA ACT 2600
ABN 74 599 608 295

The Department of Industry, Science and Resources will manage the Agreement on behalf of the Department of Home Affairs (Home Affairs).

Background

The Commonwealth has agreed to enter this Agreement under which the Commonwealth will provide the Grantee with a Grant for the purpose of assisting the Grantee to undertake the associated Activity.

The Grantee agrees to use the Grant and undertake the Activity in accordance with this Agreement and the relevant Grant Details.

Scope of this Agreement

This Agreement comprises:

(a) this document;

(b) the Supplementary Terms (if any);

(c) the Standard Grant Conditions (Schedule 1);

(d) the Grant Details;

(e) any other document referenced or incorporated in the Grant Details.

If there is any ambiguity or inconsistency between the documents comprising this Agreement in relation to a Grant, the document appearing higher in the list will have precedence to the extent of the ambiguity or inconsistency.

This Agreement represents the Parties' entire agreement in relation to the Grant provided under it and the relevant Activity and supersedes all prior representations, communications, agreements, statements and understandings, whether oral or in writing.

Certain information contained in or provided under this Agreement may be used for public reporting purposes.

Grant Details SCS000005

A. Purpose of the Grant

The Grant is being provided as part of the Strengthening Community Safety - Election Commitment Funding grant opportunity.

Funded initiatives should contribute to the objective of the program which is to strengthen community safety in Local Government Areas. The visible presence of CCTV cameras can deter crime, aid investigations, and improve public perceptions of security.

The intended outcomes of the program are to:
• contribute to enhanced community safety to promote the responsible and positive use of public spaces
• contribute to greater community resilience and wellbeing by addressing crime, anti-social behaviour and other security risks
help reduce the potential for fear of crime and aim to increase feelings of safety and positive community engagement more generally.

B. Activity

The Activity is made up of the Grantee's project and all eligible project activities as specified in these Grant Details.

Project title

City of Melville CCTV Implementation

Project scope and description

The City of Melville Closed-Circuit Television (CCTV) Implementation is part of a five year project designed to enhance public safety across over 20 key locations within our community.

This strategic project emerges from the Council's support to expand CCTV to our community, reflecting our commitment to proactive safety measures outlined in the 2024 community safety service review. By leveraging advanced CCTV technology, local crime data, and criminology research, we aim to establish a robust surveillance network that deters crime, supports law enforcement, and fosters a safe, welcoming environment for all residents and visitors.

Historically, City of Melville's Community Safety Service (CSS) relied primarily on visible patrols to enhance security, with limited access to CCTV infrastructure. This approach, while valuable, has constrained our ability to provide continuous, real-time monitoring to make our community safety patrol service more efficient.

The Community Safety Service (CSS), established in the early 2000s, has played a pivotal role in enhancing public safety within our community. Over the years, CSS has become a trusted presence, providing peace of mind through visible patrols and community engagement initiatives. However, following the completion of the Community Safety Review in 2024, it was recognised that the CSS needed to evolve to address emerging challenges and integrate advanced technologies.

The core objectives of this project are to reduce crime rates, improve public safety, support law enforcement efforts, and promote community collaboration. These objectives align with the City of

Melville's Council Plan, and the City created MelSafe, a technology led community safety service that will leverage CCTV technology to respond more efficiently to community safety matters.

The City of Melville Closed-Circuit Television (CCTV) Implementation is part of a five-year roadmap designed to enhance public safety across over 20 key locations within our community.

This strategic project emerges from the Council's support to expand CCTV to our community, reflecting our commitment to proactive safety measures outlined in the 2024 community safety service review. By leveraging advanced CCTV technology, local crime data, and criminology research, we aim to establish a robust surveillance network that deters crime, supports law enforcement, and fosters a safe, welcoming environment for all residents and visitors.

Project outcomes

Outcome 1: Crime Deterrence and Reduction
Our primary objective is to deter criminal activities and reduce incidents of theft, vandalism, and public disturbances by strategically placing CCTV across identified hotspots and high traffic areas. Locations such as the Wireless Hill, riverside carparks and selected public open spaces have been prioritised based on crime statistics and community reports. The presence of visible surveillance cameras serves as a deterrent, discouraging potential offenders by increasing the perceived risk of apprehension. Furthermore, in the unfortunate
event of a crime, CCTV footage provides valuable evidence that can expedite investigations and improve apprehension rates.

Outcome 2: Support for Law Enforcement
CCTV systems are indispensable tools for law enforcement agencies. By working with the Western Australia Police Force and our own community safety patrol service with reliable
surveillance data, we will strengthen collaborative efforts, enabling more efficient and effective crime response and resolution.

Outcome 3: Community Collaboration
Public safety is a shared responsibility, by fostering partnerships, we aim to extend CCTV coverage beyond public spaces. Our CCTV Partnership Program encourages stakeholders to participate in the surveillance network, creating a more connected and secure community.

Link to Council Plan
These outcomes align closely to the City of Melville’s Council Plan for the Future addressing the following key objectives:

Objective 1.3: Improve community safety and security. By installing CCTV in hotspots and high-traffic areas, we aim to reduce crime rates and enhance community safety.

Objective 1.1: Facilitate a sense of community, wellbeing, social connection, and participation. Safer public spaces encourage community engagement and participation in local events and activities.

Objective 5.1: Provide transparent and accountable good governance.
We commit to transparency and accountability by establishing clear policies on data management, privacy, and operational procedures.

Objective 5.4: Strengthen active citizen engagement, participation, and access to information.

Objective 4.1: Facilitate vibrant activated local places and centres.
Safer public spaces increase foot traffic and community activities, contributing to vibrant local centres.

Objective 4.4: Support local business growth and resilience.
Improving safety in commercial areas supports local businesses by creating attractive environments and reducing theft and vandalism.

In undertaking the Activity, the Grantee must comply with the requirements of the grant opportunity guidelines (as in force at the time of application).

The Grantee must notify the Commonwealth about events relating to the project and provide an opportunity for the Minister or their representative to attend.

C. Duration of the Grant

The Activity starts on 01 July 2026 and ends on 31 March 2028, which is the **Activity Completion Date**.

The Agreement ends on 07 September 2028 which is the **Agreement End Date**.

Activity Schedule

In undertaking the Activity, the Grantee will meet the following milestones by the due dates.

Milestone number	Milestone name and description	Due date
001	Award Tender - Tender documentation preparation - Tender advertisement / release - Receive tender submissions - Evaluation and short listing - Award tender - Confirm project plan / specs	31/10/2026
002	Phase 1 Installation (Strengthening Community Safety Funding) Phase 1 locations include: Applecross Jetty Bicton Baths Deep Water Point Heathcote Point Point Walter Three Bears Park Harmony Park Bob Gordon Reserve Riverside carparks Wireless Hill	30/06/2027

Milestone number	Milestone name and description	Due date
003	Phase 2 Installation (Strengthening Community Safety Funding) Phase 2 locations include: Piney Lakes Selected Parking Stations	29/01/2028
004	Grant finalisation and acquittal Preparation of end of project report Independent audit	31/03/2028

D. Payment of the Grant

The total amount of the Grant is $700,000 (plus GST if applicable).

The Grant will be provided at up to 100.00 per cent of eligible expenditure as defined in the grant opportunity guidelines subject to availability of Program funds.

The Grant will be paid in accordance with clause ST2.

The Grant will be paid according to the following schedule. Payments are subject to satisfactory progress on the project and compliance by the Grantee with its obligations under this Agreement.

Payment event	Payment amount (GST excl)	Anticipated payment date
Initial payment	$652,000	08/07/2026
Progress payment	$13,000	20/08/2027
Final payment	$35,000	20/05/2028
Total	$700,000	

Invoicing

The Grantee agrees to allow the Commonwealth to issue it with a Recipient Created Tax Invoice (RCTI) for any taxable supplies it makes in relation to the Activity.

E. Reporting

The Grantee agrees to provide the following reports to the Commonwealth representative in accordance with the reporting requirements (Schedule 2).

Report type	Period start date	Period end date	Agreed evidence	Due date
Progress report	01/07/2026	31/12/2026	Completion of progress report on the portal	30/01/2027

Report type	Period start date	Period end date	Agreed evidence	Due date
Compliance with working with children obligations 1	01/07/2026	30/06/2027	Completion of certified statement on the portal	30/06/2027
Progress report	01/01/2027	30/06/2027	Completion of progress report on the portal	30/07/2027
Progress report	01/07/2027	31/12/2027	Completion of progress report on the portal	30/01/2028
Compliance with working with children obligations 2	01/07/2027	31/03/2028	Completion of certified statement on the portal	31/03/2028
End of project report	01/07/2026	31/03/2028	Completion of end of project report on the portal, Independent audit report	30/04/2028

During the Agreement period, the Commonwealth may ask the Grantee for ad-hoc reports on the project. The Grantee must provide these reports in the timeframes notified by the Commonwealth.

F. Party representatives and address for notices

Grantee's representative and address

Grantee’s representative name	Ms Ashleigh Redwood
Address	Locked bag 1 Booragoon WA WA 6954
Phone number	08 93640606
Email	funding@melville.wa.gov.au

Commonwealth representative and address

Name of representative	Hannah Killalea
Position	Grants Manager
Postal address	GPO Box 2013 CANBERRA ACT 2601

Physical address	10 Binara Street CANBERRA ACT 2600
Business hours telephone	03 9268 7503
Email	CommunityCrimePrevention@Industry.gov.au

The Parties' representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

G. Activity Material

Not applicable

Supplementary Terms

ST1. Other Contributions

Not applicable

ST2. Activity Budget

ST2.1 In this Agreement, Appropriation means money drawn from the Consolidated Revenue Fund.

ST2.2 The Grantee agrees to use the Grant and any Other Contributions and undertake the Activity consistently with the Activity Budget in the following table:

Financial year 2026/27

Head of expenditure	Agreed project cost
Contractors	$200,000
Independent audit	$0
Labour	$35,000
Other	$0
Security Infrastructure	$465,000
Total	$700,000

Financial year 2027/28

Head of expenditure	Agreed project cost
Contractors	$0
Independent audit	$0
Labour	$0
Other	$0
Security Infrastructure	$0
Total	$0

All financial years

Head of expenditure	Agreed project cost
Contractors	$200,000
Independent audit	$0
Labour	$35,000
Other	$0
Security Infrastructure	$465,000
All financial years total	$700,000

Figures in the above table are GST inclusive amounts less GST credits that can be claimed in relation to the expenditure.

ST2.3 Subject to sufficient appropriation being available, the Grant will be paid up to the Annual Capped Amounts over the financial years specified in the following table.

Annual Capped Amounts

Financial Year	Annual capped amount (GST excl)
2026/27	$652,000
2027/28	$48,000
Total	$700,000

ST2.4 The Commonwealth is not required to make a payment if it would result in the amount paid in a financial year exceeding the Annual Capped Amount for that financial year specified in the table under clause ST2.3.

ST2.5 In accordance with the Activity Budget under clause ST2.2, the Annual Capped Amounts may not be exceeded unless the Commonwealth specifically approves an increase of that amount under clause ST2.8.

ST2.6 Subject to this clause, the Grantee may reallocate expenditure in respect of categories of expenditure in the Activity Budget, provided it does not materially change the Activity, any Milestone(s) set out in this Agreement, or cause the Grantee to be in breach of any of its obligations under this Agreement.

ST2.7 The Grantee must give the Commonwealth:

(a) at any time the Grantee wishes to request a variation to any one or more of the Annual Capped Amounts; or

(b) if otherwise requested by the Commonwealth,

a revised Activity Budget in a form acceptable to the Commonwealth. The revised Activity Budget must clearly identify any proposed changes, including of any proposed changes to the Annual Capped Amounts, and explain the reasons for the proposed changes.

ST2.8 The Commonwealth may, at its discretion, approve or reject a revised Activity Budget provided under clause ST2.7 and/or any proposed changes to the Annual Capped Amounts. The Commonwealth's approval may be granted subject to conditions.

ST2.9 If a revised Activity Budget and any proposed changes to the Annual Capped Amounts are approved by the Commonwealth, then it will become the Activity Budget and, if relevant, the Annual Capped Amounts will be adjusted accordingly.

ST3. Intellectual property in Activity Material

Not applicable

ST4. Access/monitoring/inspection

ST4.1 The Grantee agrees to give the Commonwealth, or any persons authorised in writing by the Commonwealth:

(a) access to premises where the Activity is being performed and/or where Material relating to the Activity is kept within the time period specified in a Commonwealth notice; and

(b) permission to inspect and take copies of any Material relevant to the Activity.

ST4.2 The Auditor-General and any Information Officer under the *Australian Information Commissioner Act 2010* (Cth) (including their delegates) are persons authorised for the purposes of clause ST4.1.

ST4.3 This clause ST4 does not detract from the statutory powers of the Auditor-General or an Information Officer (including their delegates).

ST5. Equipment and Assets

Not applicable

ST6. Specified Personnel

Not applicable

ST7. Relevant qualifications, licences, permits, approvals or skills

ST7.1 The Grantee agrees to ensure that personnel performing work in relation to the Activity:

(a) are appropriately qualified to perform the tasks indicated;

(b) have obtained the required qualifications, licences, permits, approvals or skills before performing any part of the Activity, including:

(i) Not applicable

(c) continue to maintain all relevant qualifications, license, permits, approvals or skills for the duration of their involvement in the Activity.

ST8. Vulnerable Persons

ST8.1 In this Agreement

Criminal or Court Record means any record of any Other Offence;

Other Offence means, in relation to a person, a conviction, finding of guilt, on-the-spot fine for, or court order relating to:

(a) an apprehended violence or protection order made against the person;

(b) the consumption, dealing in, possession or handling of alcohol, a prohibited drug, narcotic or other prohibited substance;

(c) violence against another person or the injury, but excluding the death, of another person; or

(d) an attempt to commit a crime or offence, or to engage in any conduct or activity, described in paragraphs (a) to (c);

Police Check means a formal inquiry made to the relevant police authority in each State or Territory and designed to obtain details of an individual's criminal conviction or a finding of guilt in all places (within and outside Australia) that the Grantee knows the person has resided in;

Serious Offence	means: (a) a crime or offence involving the death of a person; (b) a sex-related offence or a crime, including sexual assault (whether against an adult or child); child pornography, or an indecent act involving a child; (c) fraud, money laundering, insider dealing or any other financial offence or crime, including those under legislation relating to companies, banking, insurance or other financial services; or (d) an attempt to commit a crime or offence described in (a) to (c);
Serious Record	means a conviction or any finding of guilt regarding a Serious Offence; and
Vulnerable Person	means an individual aged 18 years and above who is or may be unable to take care of themselves, or is unable to protect themselves against harm or exploitation for any reason, including age, physical or mental illness, trauma or disability, pregnancy, the influence, or past or existing use, of alcohol, drugs or substances or any other reason.

ST8.2 Before any person commences performing work on any part of the Activity that involves working or contact with a Vulnerable Person, the Grantee must:

(a) obtain a Police Check for that person;

(b) confirm that the person is not prohibited by any law from being engaged in a capacity where they may have contact with a Vulnerable Person;

(c) comply with all State, Territory or Commonwealth laws relating the employment or engagement of persons in any capacity where they may have contact with a Vulnerable Person; and

(d) ensure that the person holds all licences or permits for the capacity in which they are to be engaged, including any specified in the Grant Details, and the Grantee must ensure that Police Checks and any licences or permits obtained in accordance with this clause ST8.2 remain current for the duration of their involvement in the Activity.

ST8.3 The Grantee must ensure that a person does not perform work on any part of the Activity that involves working or contact with a Vulnerable Person if a Police Check indicates that the person at any time has:

(a) a Serious Record; or

(b) a Criminal or Court Record and the Grantee has not conducted a risk assessment and determined that any risk is acceptable.

ST8.4 In undertaking a risk assessment under clause ST8.3, the Grantee must have regard to

(a) the nature and circumstances of the offence(s) on the person's Criminal or Court Record and whether the charge or conviction involved Vulnerable Persons;

(b) whether the person's Criminal or Court Record is directly relevant to, or reasonably likely to impair the person's ability to perform, the role that the person will, or is likely to, perform in relation to the Activity;

(c) the length of time that has passed since the person's charge or conviction and his or her record since that time;

(d) the circumstances in which the person will, or is likely to, have contact with a Vulnerable Person as part of the Activity;

(e) any other relevant matter,

and must ensure it fully documents the conduct and outcome of the risk assessment.

ST8.5 The Grantee agrees to notify the Commonwealth of any risk assessment it conducts under this clause and agrees to provide the Commonwealth with copies of any relevant documentation on request.

ST8.6 If during the term a person involved in performing work on any part of the Activity that involves working or contact with a Vulnerable Person is:

(a) charged with a Serious Offence or Other Offence, the Grantee must immediately notify the Commonwealth; or

(b) convicted of a Serious Offence, the Grantee must immediately notify the Commonwealth and ensure that that person does not, from the date of the conviction, perform any work or role relating to the Activity.

ST9. Child safety

ST9.1 In this Agreement

Child	means an individual(s) under the age of 18 years and **Children** has a similar meaning;
Child-Related Personnel	means officers, employees, contractors (including subcontractors), agents and volunteers of the Grantee involved with the Activity who as part of that involvement may interact with Children;
Legislation	means a provision of a statute or subordinate legislation of the Commonwealth, or of a State, Territory or local authority;
National Principles for Child Safe Organisations	means the National Principles for Child Safe Organisations, which have been endorsed in draft form by the Commonwealth Government (available at: https://humanrights.gov.au/our-work/childrens-rights/projects/child-safe-organisations) and subsequently, from the time of their endorsement by the Council of Australian Governments, the final National Principles for Child Safe Organisations as published by the Australian Government;
Relevant Legislation	means Legislation in force in any jurisdiction where any part of the Activity may be carried out;
Working With Children Check or WWCC	means the process in place pursuant to Relevant Legislation to screen an individual for fitness to work with Children.

Relevant checks and authority

ST9.2 The Grantee must

(a) comply with all Relevant Legislation relating to the employment or engagement of Child-Related Personnel in relation to the Activity, including all necessary Working With Children Checks however described;

(b) ensure that Working With Children Checks obtained in accordance with this clause ST9.2 remain current and that all Child-Related Personnel continue to comply with all Relevant Legislation for the duration of their involvement in the Activity; and

(c) ensure that any subcontract entered into by the Grantee for the purposes of this Agreement imposes the same obligations in clauses ST9.2(a) and (b) on the subcontractor and also requires the subcontractor to include those obligations in any secondary subcontracts.

National Principles for Child Safe Organisations and other action for the safety of Children

ST9.3 The Grantee agrees in relation to the Activity to:

(a) implement the National Principles for Child Safe Organisations;

(b) ensure that all Child-Related Personnel implement the National Principles for Child Safe Organisations;

(c) complete and update, at least annually, a risk assessment to identify the level of responsibility for Children and the level of risk of harm or abuse to Children;

(d) put into place and update, at least annually, an appropriate risk management strategy to manage risks identified through the risk assessment required by this clause ST9.3;

(e) provide training and establish a compliance regime to ensure that all Child Related Personnel are aware of, and comply with

(i) the National Principles for Child Safe Organisations;

(ii) the Grantee's risk management strategy required by this clause ST9.3;

(iii) Relevant Legislation relating to requirements for working with Children, including Working With Children Checks;

(iv) Relevant Legislation relating to mandatory reporting of suspected child abuse or neglect, however described;

(f) provide the Commonwealth with an annual statement of compliance with clauses ST9.2 and ST9.3, in such form as may be specified by the Commonwealth; and

(g) ensure that any subcontract entered into by the Grantee for the purposes of this Agreement imposes the same obligations in clauses ST9.3(a) to (e) on the subcontractor and also requires the subcontractor to include those obligations in any secondary subcontracts.

ST9.4 With reasonable notice to the Grantee, the Commonwealth may conduct a review of the Grantee's compliance with this clause ST9.

ST9.5 The Grantee agrees to:

(a) notify the Commonwealth of any failure to comply with this clause ST9;

(b) co-operate with the Commonwealth in any review conducted by the Commonwealth of the Grantee's implementation of the National Principles for Child Safe Organisations or compliance with this clause ST9; and

(c) promptly, and at the Grantee's cost, take such action as is necessary to rectify, to the Commonwealth's satisfaction, any failure to implement the National Principles for Child Safe Organisations or any other failure to comply with this clause ST9.

ST10. Commonwealth Material, facilities and assistance

Not applicable

ST11. Jurisdiction

ST11.1 This Agreement is governed by the law of the Australian Capital Territory.

ST12. Grantee trustee of trust (if applicable)

ST12.1 In this Agreement, **Trust** means the trust specified in the Parties to the Agreement section of this Agreement.

ST12.2 The Grantee warrants that:

(a) it is the sole trustee of the Trust; and

(b) it has full and valid power and authority to enter into this Agreement and perform the obligations under it on behalf of the Trust; and

(c) it has entered into this Agreement for the proper administration of the Trust; and

(d) all necessary resolutions, consents, approvals and procedures have been obtained or duly satisfied to enter into this Agreement and perform the obligations under it; and

(e) it has the right to be indemnified out of the assets of the Trust for all liabilities incurred by it under this Agreement.

ST13. Fraud

ST13.1 In this Agreement, Fraud means dishonestly obtaining a benefit, or causing a loss, by deception or other means, and includes alleged, attempted, suspected or detected fraud.

ST13.2 The Grantee must ensure its personnel and subcontractors do not engage in any Fraud in relation to the Activity.

ST13.3 If the Grantee becomes aware of:

(a) any Fraud in relation to the performance of the Activity; or

(b) any other Fraud that has had or may have an effect on the performance of the Activity;

then it must within 5 business days report the matter to the Commonwealth and all appropriate law enforcement and regulatory agencies.

ST13.4 The Grantee must, at its own cost, investigate any Fraud referred to in clause ST13.3 in accordance with the Australian Government Investigations Standards available at www.ag.gov.au.

ST13.5 The Commonwealth may, at its discretion, investigate any Fraud in relation to the Activity. The Grantee agrees to co-operate and provide all reasonable assistance at its own cost with any such investigation.

ST13.6 This clause survives the termination or expiry of the Agreement.

ST14. Prohibited dealings

ST14.1 In this Agreement

Listed Terrorist Organisation	means an organisation listed as a terrorist organisation pursuant to Division 102 of the *Criminal Code Act 1995* (Cth). This list is available at: https://www.nationalsecurity.gov.au/what-australia-is-doing/terrorist-organisations/listed-terrorist-organisations;
Consolidated List	means the list of all individuals and entities subject to targeted financial sanctions pursuant to the Charter of the United Nations Act 1945 (Cth) and the Autonomous Sanctions Act 2011 (Cth). This list is available at: https://dfat.gov.au/international-relations/security/sanctions/Pages/consolidated-list.aspx;
World Bank Listing of Ineligible Firms and Individuals	means the list of firms and individuals ineligible to be awarded a World Bank-financed contract. This list is available at: https://www.worldbank.org/en/projects-operations/procurement/debarred-firms.

ST14.2 The Grantee agrees to take all reasonable steps to ensure that all individuals or entities involved in carrying out the Activity, including the Grantee itself and its officers, employees, contractors and agents:

(a) are not directly or indirectly engaged in preparing, planning, assisting in or the doing of a terrorist act;

(b) are not, and do not become a Listed Terrorist Organisation;

(c) are not, and do not become listed on the Consolidated List;

(d) are not, and to do not become listed on the World Bank Listing of Ineligible Firms and Individuals;

(e) are not owned or controlled by any individual or entity mentioned in the lists referred to in ST14.2 (b) to (d); and

(f) do not provide direct or indirect support, resources or assets (including any Commonwealth funding) to any individual or entity associated with terrorism or mentioned in the lists referred to in ST14.2 (b) to (d).

ST14.3 The Grantee agrees to inform the Commonwealth immediately if the Grantee discovers that the Grantee itself or any of its officers, employees, contractors or agents or any other individual or entity involved in carrying out the Activity may have contravened this clause ST14.

ST15. Anti-corruption

ST15.1 In this Agreement:

Illegal or Corrupt Practice means directly or indirectly:

(a) making or causing to be made, any offer, gift, payment, consideration or benefit of any kind to any party, or

(b) receiving or seeking to receive, any offer, gift, payment, consideration or benefit of any kind from any party, as an inducement or reward in relation to the performance of the Activity, which would or could be construed as an illegal or corrupt practice.

ST15.2 The Grantee warrants that the Grantee, its officers, employees, contractors, agents and any other individual or entity involved in carrying out the Activity have not, engaged in an Illegal or Corrupt Practice.

ST15.3 The Grantee agrees not to, and to take all reasonable steps to ensure that its officers, employees, contractors, agents and any other individual or entity involved in carrying out the Activity do not:

(a) engage in an Illegal or Corrupt Practice; or

(b) engage in any practice that could constitute the offence of bribing a foreign public official contained in section 70.2 of the Criminal Code Act 1995 (Cth).

ST15.4 The Grantee agrees to inform the Commonwealth within five business days if the Grantee becomes aware of any activity as described in ST15.3 in relation to the performance of the Activity.

ST16. Step-in rights

ST16.1 If:

(a) the Commonwealth issues a notice under clause 2.2;

(b) an event in clause 19.3.1(c) of the Agreement occurs; or

(c) the Grantee requests that the Commonwealth exercise its rights under this clause,

the Commonwealth may, at its discretion, give a notice to the Grantee that the Commonwealth intends to exercise its rights under this clause ST16 and the date from which this notice will take effect (**Step In Notice**).

ST16.2 From the date specified in the Step-in Notice:

(a) other than as directed by the Commonwealth, the Grantee will cease being responsible for the performance of the Activity;

(b) the Commonwealth may, acting on its own behalf or through a nominee, take any step to manage the Activity that is reasonably necessary as determined by the Commonwealth and having regard to the trigger event(s) giving rise to the relevant Step-in Notice;

(c) the Commonwealth's obligation to pay the Grant is suspended; and

(d) the Grantee agrees to provide all reasonable assistance and comply with any direction of the Commonwealth to enable the Commonwealth to exercise its rights under this clause and manage the Activity.

ST16.3 The Commonwealth may withdraw the Step-in Notice if in the Commonwealth's reasonable opinion:

(a) the circumstances giving rise to the trigger event have ceased or are able to be appropriately managed by the Grantee; and

(b) the Grantee will otherwise be able to comply with its obligations under this Agreement.

ST16.4 The Commonwealth will by written notice advise the Grantee of:

(a) the date upon which the Step-in Notice will be withdrawn and the Grantee will resume responsibility for the Activity; and

(b) the amount by which the amount of the Grant will be reduced, which will be proportionate to the costs incurred by the Commonwealth in exercising its rights under this clause.

ST17. Grant administrator

ST17.1 If the Commonwealth issues a notice under clause 2.2 the Commonwealth may appoint an administrator to oversee the performance of the Activity and the management of the Grant (**Grant Administrator**).

ST17.2 The Commonwealth can appoint a Grant Administrator for any period and on any terms and conditions that the Commonwealth considers appropriate.

ST17.3 The Commonwealth will give the Grantee notice of the appointment of a Grant Administrator that specifies:

(a) the proposed period of the appointment;

(b) the roles and responsibilities of the Grant Administrator; and

(c) a summary of reasons why the Commonwealth has made the appointment, if the Commonwealth considers that providing such a summary is practicable and appropriate.

ST17.4 The Commonwealth may appoint more than one Grant Administrator at the same time.

ST17.5 The Grantee agrees to:

(a) consider in a timely manner and in good faith, all advice given to the Grantee by a Grant Administrator;

(b) co-operate actively, fully and in good faith with, and provide all assistance, material and facilities reasonably required by a Grant Administrator; and

(c) comply with all directions given by a Grant Administrator relating to the administration of the Grant.

ST17.6 A Grant Administrator that provides a report to the Commonwealth:

(a) does so independently of the Grantee; and

(b) does not reduce the Grantee's obligations to provide reports under this Agreement.

ST17.7 A Grant Administrator is not an employee, officer, director, agent or contractor of the Grantee nor an agent of the Commonwealth, and is not appointed to act, and does not act, in any such capacity. A Grant Administrator cannot not enter into agreements for or on behalf of the Grantee or otherwise incur debts or other obligations on the Grantee's behalf.

ST18. Management Adviser

ST18.1 If the Commonwealth issues a notice under clause 2.2, the Commonwealth may at its own discretion and its own cost, appoint an adviser to perform functions as determined by the Commonwealth (**Management Adviser**), which may include:

(a) advising the Grantee on:

(i) the Grantee's operations and corporate governance arrangements;

(ii) the management of the Activity;

(iii) the management of the Grantee's personnel;

(b) with the Grantee's consent, assisting the Grantee with any of the matters specified in the Grant Details;

(c) cooperating with any Grant Administrator appointed in respect of the Grantee under this Agreement; and

(d) providing any other advice to the Grantee that the Commonwealth requires.

ST18.2 The Commonwealth will give the Grantee notice of the appointment of a Management Adviser that specifies:

(a) the proposed period of the appointment;

(b) the roles and responsibilities of the Management Adviser; and

(c) if the Commonwealth considers it practicable and appropriate, a summary of reasons why the Commonwealth intends to make the appointment.

ST18.3 Without limiting the Commonwealth's discretion to appoint a Management Adviser and where practicable, the Grantee shall have 14 days after the Grantee receives the Commonwealth's notice of intention given pursuant to ST18.2 to provide the Commonwealth with reasons why a Management Adviser should not be appointed.

ST18.4 Upon appointment of a Management Adviser, the Commonwealth shall inform the Grantee of the scope of the appointment and its duration and of any extensions to the period of appointment.

ST18.5 The Grantee agrees to cooperate with a Management Adviser and comply with any directions and recommendations given by the Management Adviser in relation to the performance of this Agreement.

ST18.6 A Management Adviser who provides a report to the Commonwealth in relation to the Grantee:

(a) does so independently of the Grantee; and

(b) does not reduce the Grantee's obligations to provide Reports to the Commonwealth under this Agreement.

ST18.7 A Management Adviser is not an employee, officer, director, agent or contractor of the Grantee, nor an agent of the Commonwealth and is not appointed to act, and does not act, in any such capacity. A Management Adviser is not appointed to act, and does not act, as a member or shadow member of the Grantee's governing board. A Management Adviser cannot enter into agreements for or on behalf of the Grantee or otherwise incur debts or other obligations on the Grantee's behalf.

ST19. Indemnities

ST19.1 The Grantee indemnifies the Commonwealth, its officers, employees and contractors against any claim, loss or damage arising in connection with the Activity.

ST19.2 The Grantee's obligation to indemnify the Commonwealth will reduce proportionally to the extent any act or omission involving fault on the part of the Commonwealth contributed to the claim, loss or damage.

ST20. Compliance with Legislation and policies

ST20.1 In this Agreement:

Legislation means a provision of a statute or subordinate legislation of the Commonwealth, or of a State, Territory or local authority.

ST20.2 The Grantee agrees to comply with all Legislation applicable to its performance of this Agreement.

ST20.3 The Grantee agrees, in carrying out its obligations under this Agreement, to comply with any of the Commonwealth's policies as notified, referred or made available by the Commonwealth to the Grantee (including by reference to an internet site).

ST20.4 In carrying out the Activity, the Grantee must comply with the following applicable policies/laws:

(a) Not applicable

ST21. Work health and safety

ST21.1 The Grantee agrees to ensure that it complies at all times with all applicable work health and safety legislative and regulatory requirements and any additional work health and safety requirements set out in the Grant Details.

ST21.2 If requested by the Commonwealth, the Grantee agrees to provide copies of its work health and safety management plans and processes and such other details of the arrangements it has in place to meet the requirements referred to in clause ST21.1.

ST21.3 When using the Commonwealth's premises or facilities, the Grantee agrees to comply with all reasonable directions and procedures relating to work health and safety and security in effect at those premises or facilities, as notified by the Commonwealth or as might reasonably be inferred from the use to which the premises or facilities are being put.

ST22. Transition

ST22.1 If the Agreement is reduced in its scope or terminated under clause 19, the Grantee must at its own expense cooperate and give assistance as directed by the Commonwealth to enable the transition of some or all of the Activity to the Commonwealth or a third party nominated by the Commonwealth (**Successor**).

ST22.2 The assistance to be provided under clause ST22.1 may include, amongst other things:

(a) making available to the Commonwealth or any Successor information relevant to the performance of the Activity;

(b) allowing representatives of the Commonwealth or any Successor to observe the performance of the Activity;

(c) providing a briefing to the Commonwealth or any Successor personnel on the Activity;

(d) transferring to the Commonwealth or any Successor:

(i) Activity Material specified in the Grant Details;

(ii) Assets purchased with the Grant; and

(iii) Records maintained under clause 12.1.

(e) facilitating the novation or transfer to the Commonwealth or any Successor subcontracts and facilitating discussions with any subcontractors associated with the Activity;

(f) assigning or licensing Intellectual Property Rights in Reporting Material, and any Activity Material specified in the Grant Details, to the Commonwealth or any Successor on terms acceptable to the Commonwealth;

(g) preparing and executing any agreement or other documentation reasonably necessary or appropriate to facilitate any of the matters referred to above; and

(h) any other matter specified in the Grant Details.

ST22.3 This clause does not apply where the Agreement is cancelled or reduced in scope for convenience under clause 20.

ST23. Corporate Governance

ST23.1 In this Agreement:

Constitution means (depending on the context):

(a) a company's, body corporate's or incorporated association's constitution, or equivalent documents, which (where relevant) includes rules and any amendments that are part of the constitution;

(b) in relation to any other kind of body:

(i) the body's charter or memorandum; or

(ii) any instrument or law constituting or defining the constitution of the body or governing the activities of the body or its members.

ST23.2 The Grantee warrants that nothing in its constitution conflicts with its obligations under this Agreement.

ST23.3 The Grantee agrees to provide a copy of its constitution to the Commonwealth upon request and inform the Commonwealth whenever there is a change in the Grantee's constitution, structure or management.

ST24. Counterparts

ST24.1 This Agreement may be executed in any number of counterparts. All counterparts, taken together, constitute one instrument. A Party may execute this Agreement by signing any counterpart.

ST25. Secret and Sacred Indigenous Material

ST25.1 In this clause:

Aboriginal Person has the same meaning given in the *Aboriginal and Torres Strait Islander Act 2005* (Cth);

Aboriginal Tradition has the meaning given in the *Aboriginal and Torres Strait Islander Heritage Protection Act 1984* (Cth);

Indigenous Person means a person who is or identifies and is accepted as an Aboriginal Person or a Torres Strait Islander;

Secret and Sacred Indigenous Material means all information, knowledge or Material of special spiritual, cultural or customary significance which is considered to be sacred or of significance by an Indigenous Person or according to Aboriginal Tradition; and

Torres Strait Islander has the same meaning given in the *Aboriginal and Torres Strait Islander Act 2005* (Cth).

ST25.2 The parties agree that, for the purposes of this Agreement:

(a) the definition of Activity Material in clause 22 excludes any Secret and Sacred Indigenous Material;

(b) the definition of Reporting Material in clause 22 excludes any Secret and Sacred Indigenous Material;

(c) the record keeping requirements in clause 12 do not apply to any Secret and Sacred Indigenous Material; and

(d) any Secret and Sacred Indigenous Material is the confidential information of the relevant Indigenous Person or Indigenous community.

ST25.3 The Grantee agrees to inform the Commonwealth of the existence of Secret and Sacred Indigenous Material relevant to the performance of the Activity which is not disclosed to the Commonwealth due it being Secret and Sacred Indigenous Material.

Schedule 1: Commonwealth Standard Grant Conditions

1. Undertaking the Activity

1.1 The Grantee agrees to undertake the Activity for the purpose of the Grant in accordance with this Agreement.

1.2 The Grantee is fully responsible for the Activity and for ensuring the performance of all its obligations under this Agreement in accordance with all relevant laws. The Grantee will not be relieved of that responsibility because of:

(a) the grant or withholding of any approval or the exercise or non-exercise of any right by the Commonwealth; or

(b) any payment to, or withholding of any payment from, the Grantee under this Agreement.

1.3 The Grantee agrees that for the term of this Agreement, the Grantee will continue to meet the eligibility obligations relating to the National Redress Scheme[1] set out under the relevant grant opportunity guidelines to receive the Grant.

2. Payment of the Grant

2.1 The Commonwealth agrees to pay the Grant to the Grantee in accordance with the Grant Details.

2.2 Notwithstanding any other provision of this Agreement, the Commonwealth may by notice withhold payment of any amount of the Grant and/or take any other action specified in the Supplementary Terms if it reasonably believes that:

(a) the Grantee has not complied with this Agreement;

(b) the Grantee is unlikely to be able to perform the Activity or manage the Grant in accordance with this Agreement; or

(c) there is a serious concern relating to this Agreement that requires investigation.

2.3 A notice under clause 2.2 will contain the reasons any action taken under clause 2.2 and, where relevant, the steps the Grantee can take to address those reasons.

2.4 The Commonwealth will only be obliged to pay the withheld amount once the Grantee has addressed the reasons contained in a notice under clause 2.2 to the Commonwealth's reasonable satisfaction.

3. Acknowledgements

3.1 The Grantee agrees not to make any public announcement, including by social media, in connection with the awarding of the Grant without the Commonwealth's prior written approval.

3.2 The Grantee agrees to acknowledge the Commonwealth's support in all Material, publications and promotional and advertising materials published in connection with this Agreement. The Commonwealth may notify the Grantee of the form of acknowledgement that the Grantee is to use.

[1] The National Redress Scheme can be found at https://www.nationalredress.gov.au

4. Notices

4.1 Each Party agrees to promptly notify the other Party of anything reasonably likely to adversely affect the undertaking of the Activity, management of the Grant or its performance of any of its other requirements under this Agreement.

4.2 A notice given by a Party under this Agreement must be in writing and addressed to the other Party's representative as set out in the Grant Details or as most recently updated by notice given in accordance with this clause.

5. Relationship between the Parties

5.1 A Party is not by virtue of this Agreement the employee, agent or partner of the other Party and is not authorised to bind or represent the other Party.

6. Subcontracting

6.1 The Grantee is responsible for the performance of its obligations under this Agreement, including in relation to any tasks undertaken by subcontractors.

6.2 The Grantee agrees to make available to the Commonwealth the details of any of its subcontractors engaged to perform any tasks in relation to this Agreement upon request.

7. Conflict of interest

7.1 Other than those which have already been disclosed to the Commonwealth, the Grantee warrants that, to the best of its knowledge, at the date of this Agreement, neither it nor its officers have any actual, perceived or potential conflicts of interest in relation to the Activity.

7.2 If during the term of the Agreement, any actual, perceived or potential conflict arises or there is any material change to a previously disclosed conflict of interest, the Grantee agrees to:

(a) notify the Commonwealth promptly and make full disclosure of all relevant information relating to the conflict; and

(b) take any steps the Commonwealth reasonably requires to resolve or otherwise deal with that conflict.

8. Variation, assignment and waiver

8.1 This Agreement may be varied in writing only, signed by both Parties.

8.2 The Grantee cannot assign its obligations, and agrees not to assign its rights, under this Agreement without the Commonwealth's prior approval.

8.3 The Grantee agrees not to enter into negotiations with any other person for the purposes of entering into an arrangement that will require novation of, or involve any assignment of rights under, this Agreement without first consulting the Commonwealth.

8.4 A waiver by a Party of any of its rights under this Agreement is only effective if it is in a signed written notice to the other Party and then only to the extent specified in that notice.

9. Taxes, duties and government charges

9.1 The Grantee agrees to pay all taxes, duties and government charges imposed or levied in Australia or overseas in connection with the performance of this Agreement, except as provided by this Agreement.

9.2 If Goods and Services Tax (GST) is payable by a supplier on any supply made under this Agreement, the recipient of the supply will pay to the supplier an amount equal to the GST payable on the supply, in addition to and at the same time that the consideration for the supply is to be provided under this Agreement.

9.3 The Parties acknowledge and agree that they each:

(a) are registered for GST purposes;

(b) have quoted their Australian Business Number to the other; and

(c) must notify the other of any changes to the matters covered by this clause.

9.4 The Grantee agrees that the Commonwealth will issue it with a recipient created tax invoice for any taxable supply it makes under this Agreement.

9.5 The Grantee agrees not to issue tax invoices in respect of any taxable supplies.

9.6 If the Grantee is not, or not required to be, registered for GST, then:

(a) clauses 9.3(a), 9.4 and 9.5 do not apply; and

(b) the Grantee agrees to notify the Commonwealth in writing within 7 days of becoming registered for GST if during the term of the Agreement it becomes, or is required to become, registered for GST.

10. Spending the Grant

10.1 The Grantee agrees to spend the Grant for the purpose of performing the Activity and otherwise in accordance with this Agreement.

10.2 Within 90 days after the Activity Completion Date, the Grantee agrees to provide the Commonwealth with an independently audited financial acquittal report verifying that the Grant has been spent in accordance with this Agreement.

10.3 The reports under clause 10.2 must be audited by:

(a) a Registered Company Auditor registered under the *Corporations Act 2001* (Cth); or

(b) a certified Practising Accountant; or

(c) a member of the Institute of Public Accountants; or

(d) a member of Chartered Accountants Australia and New Zealand;

who is not a principal member, shareholder, officer or employee of the Grantee or a related body corporate.

11. Repayment

11.1 If any amount of the Grant:

(a) has been spent other than in accordance with this Agreement; or

(b) is additional to the requirements of the Activity

then the Commonwealth may, by written notice:

(c) require the Grantee to repay that amount to the Commonwealth;

(d) require the Grantee to deal with that amount as directed by the Commonwealth; or

(e) deduct the amount from subsequent payments of the Grant or amounts payable under another agreement between the Grantee and the Commonwealth.

11.2 If the Commonwealth issues a notice under this Agreement requiring the Grantee to repay a Grant amount:

(a) the Grantee must do so within the time period specified in the notice;

(b) the Grantee must pay interest on any part of the amount that is outstanding at the end of the time period specified in the notice until the outstanding amount is repaid in full; and

(c) the Commonwealth may recover the amount and any interest under this Agreement as a debt due to the Commonwealth without further proof of the debt being required.

12. Record keeping

12.1 The Grantee agrees to keep financial accounts and other records that:

(a) detail and document the conduct and management of the Activity;

(b) identify the receipt and expenditure of the Grant and any Other Contributions separately within the Grantee's accounts and records so that at all times the Grant is identifiable;

(c) enable all receipts and payments related to the Activity to be identified and reported.

12.2 The Grantee agrees to keep the records for five years after the Activity Completion Date or such other time specified in the Grant Details and provide copies of the records to the Commonwealth upon request.

13. Reporting and liaison

13.1 The Grantee agrees to provide the Reporting Material specified in the Grant Details to the Commonwealth.

13.2 In addition to the obligations in clause 13.1, the Grantee agrees to:

(a) liaise with and provide information to the Commonwealth as reasonably required by the Commonwealth; and

(b) comply with the Commonwealth's reasonable requests, directions, or monitoring requirements,

in relation to the Activity.

13.3 If the Commonwealth acting reasonably has concerns regarding the performance of the Activity or the management of the Grant, the Commonwealth may by written notice require the Grantee to provide one or more additional reports, containing the information and by the date(s) specified in the notice.

13.4 The Grantee acknowledges that the giving of false or misleading information to the Commonwealth is a serious offence under the *Criminal Code Act 1995* (Cth).

14. Privacy

14.1 When dealing with Personal Information in carrying out the Activity, the Grantee agrees:

(a) to comply with the requirements of the *Privacy Act 1988* (Cth);

(b) not to do anything which, if done by the Commonwealth, would be a breach of an Australian Privacy Principle;

(c) to ensure that any of the Grantee's subcontractors or personnel who deal with Personal Information for the purposes of this Agreement are aware of the requirements of the *Privacy Act 1988* (Cth) and the Grantee's obligations under this clause;

(d) to immediately notify the Commonwealth if the Grantee becomes aware of an actual or possible breach of this clause by the Grantee or any of the Grantee's subcontractors or personnel.

14.2 In carrying out the Activity, the Grantee agrees not to send any Personal Information outside of Australia without the Commonwealth's prior written approval. The Commonwealth may impose any conditions it considers appropriate when giving its approval.

15. Confidentiality

15.1 The Parties agree not to disclose each other's confidential information without the other Party's prior written consent unless required or authorised by law or Parliament to disclose.

15.2 The Commonwealth may disclose the Grantee's confidential information where;

(a) the Commonwealth is providing information about the Activity or Grant in accordance with Commonwealth accountability and reporting requirements;

(b) the Commonwealth is disclosing the information to a Minister of the Australian Government, a House or Committee of the Commonwealth Parliament; or

(c) the Commonwealth is disclosing the information to its personnel or another Commonwealth agency where this serves the Commonwealth's legitimate interests.

16. Insurance

16.1 The Grantee agrees to maintain adequate insurance for as long as any obligations remain in connection with this Agreement and provide proof of insurance to the Commonwealth upon request.

16.2 The Grantee agrees to provide proof of insurance to the Commonwealth upon request and within the time specified in the request.

17. Intellectual property

17.1 Subject to clause 17.2, the Grantee owns the Intellectual Property Rights in Activity Material and Reporting Material.

17.2 This Agreement does not affect the ownership of Intellectual Property Rights in Existing Material.

17.3 The Grantee provides the Commonwealth a permanent, non-exclusive, irrevocable, royalty-free licence to use, modify, communicate, reproduce, publish, adapt and sub-license the Reporting Material for Commonwealth Purposes.

17.4 The licence in clause 17.3 does not apply to Activity Material.

18. Dispute resolution

18.1 The Parties agree not to initiate legal proceedings in relation to a dispute arising under this Agreement unless they have first tried and failed to resolve the dispute by negotiation.

18.2 Unless clause 18.3 applies, the Parties agree to continue to perform their respective obligations under this Agreement when a dispute exists.

18.3 The Parties may agree to suspend performance of the Agreement pending resolution of the dispute.

18.4 Failing settlement by negotiation in accordance with clause 18.1, the Parties may agree to refer the dispute to an independent third person with power to intervene and direct some form of resolution, in which case the Parties will be bound by that resolution. If the Parties do not agree to refer the dispute to an independent third person, either Party may initiate legal proceedings.

18.5 Each Party will bear their own costs in complying with this clause 18, and the Parties will share equally the cost of any third person engaged under clause 18.4.

18.6 The procedure for dispute resolution under this clause does not apply to any action relating to termination, cancellation or urgent interlocutory relief.

19. Reduction, Suspension and Termination

19.1 Reduction in scope of agreement for fault

19.1.1 If the Grantee does not comply with an obligation under this Agreement and the Commonwealth believes that the non-compliance is incapable of remedy, or if the Grantee has failed to comply with a notice to remedy, the Commonwealth may by written notice reduce the scope of the Agreement.

19.1.2 The Grantee agrees, on receipt of the notice of reduction, to:

(a) stop or reduce the performance of the Grantee's obligations as specified in the notice;

(b) take all available steps to minimise loss resulting from the reduction;

(c) continue performing any part of the Activity or the Agreement not affected by the notice if requested to do so by the Commonwealth;

(d) report on, and return any part of the Grant to the Commonwealth, or otherwise deal with the Grant, as directed by the Commonwealth.

19.1.3 In the event of reduction under clause 19.1.1, the amount of the Grant will be reduced in proportion to the reduction in the scope of the Agreement.

19.2 Suspension

19.2.1 If:

(a) the Grantee does not comply with an obligation under this Agreement and the Commonwealth believes that the non-compliance is capable of remedy;

(b) the Commonwealth reasonably believes that the Grantee is unlikely to be able to perform the Activity or manage the Grant in accordance with this Agreement; or

(c) the Commonwealth reasonably believes that there is a serious concern relating to this Agreement that requires investigation;

the Commonwealth may by written notice:

(d) immediately suspend the Grantee from further performance of the Agreement (including expenditure of the Grant); and/or

(e) require that the non-compliance or inability be remedied, or the investigation be completed, within the time specified in the notice.

19.2.2 If the Grantee:

(a) remedies the non-compliance or inability specified in the notice to the Commonwealth's reasonable satisfaction, or the Commonwealth reasonably concludes that the concern is unsubstantiated, the Commonwealth may direct the Grantee to recommence performing the Activity; or

(b) fails to remedy the non-compliance or inability within the time specified, or the Commonwealth reasonably concludes that the concern is likely to be substantiated, the Commonwealth may reduce the scope of the Agreement in accordance with clause 19.1 or terminate the Agreement immediately by giving a second notice in accordance with clause 19.3.

19.3 Termination for fault

19.3.1 The Commonwealth may terminate this Agreement by notice where the Grantee has:

(a) failed to comply with an obligation under this Agreement and the Commonwealth believes that the non-compliance is incapable of remedy or where clause 19.2.2(b) applies; or

(b) provided false or misleading statements in relation to the Grant; or

(c) become bankrupt or insolvent, entered into a scheme of arrangement with creditors, or come under any form of external administration; or

(d) in addition to clause 19.3.1(a), breached the requirements in subclause 1.3.

19.3.2 The Grantee agrees, on receipt of the notice of termination, to:

(a) stop the performance of the Grantee's obligations;

(b) take all available steps to minimise loss resulting from the termination; and

(c) report on, and return any part of the Grant to the Commonwealth, or otherwise deal with the Grant, as directed by the Commonwealth.

20. Cancellation or reduction for convenience

20.1 The Commonwealth may cancel or reduce the scope of this Agreement by notice, due to:

(a) a change in government policy; or

(b) a Change in the Control of the Grantee which the Commonwealth reasonably believes will negatively affect the Grantee's ability to comply with this Agreement.

20.2 On receipt of a notice of reduction or cancellation under this clause, the Grantee agrees to:

(a) stop or reduce the performance of the Grantee's obligations as specified in the notice; and

(b) take all available steps to minimise loss resulting from that reduction or cancellation; and

(c) continue performing any part of the Activity or the Agreement not affected by the notice if requested to do so by the Commonwealth;

(d) report on, and return any part of the Grant to the Commonwealth, or otherwise deal with the Grant, as directed by the Commonwealth.

20.3 In the event of reduction or cancellation under this clause, the Commonwealth will be liable only to:

(a) pay any part of the Grant due and owing to the Grantee under this Agreement at the date of the notice; and

(b) reimburse any reasonable and substantiated expenses the Grantee unavoidably incurs that relate directly and entirely to the reduction in scope or cancellation of the Agreement.

20.4 In the event of reduction, the amount of the Grant will be reduced in proportion to the reduction in the scope of the Agreement.

20.5 The Commonwealth's liability to pay any amount under this clause is:

(a) subject to the Grantee's compliance with this Agreement; and

(b) limited to an amount that when added to all other amounts already paid under the Agreement will not exceed the total amount of the Grant.

20.6 The Grantee will not be entitled to compensation for loss of prospective profits or benefits that would have been conferred on the Grantee but for the cancellation or reduction in scope of the Agreement under clause 20.1.

20.7 The Commonwealth will act reasonably in exercising its rights under this clause.

21. Survival

21.1 The following clauses survive termination, cancellation or expiry of this Agreement:

- clause 10 (Spending the Grant);
- clause 11 (Repayment);
- clause 12 (Record keeping);
- clause 13 (Reporting and liaison);
- clause 14 (Privacy);
- clause 15 (Confidentiality);
- clause 16 (Insurance);
- clause 17 (Intellectual property);
- clause 19 (Reduction, Suspension and Termination);
- clause 21 (Survival);
- clause 22 (Definitions);
- ST4 (Access/monitoring/inspection);
- ST19 (Indemnities); and
- any other clause which expressly or by implication from its nature is meant to survive.

22. Definitions

22.1 In this Agreement, unless the contrary appears:

- **Activity** means the activities described in the Grant Details and includes the provisions of the Reporting Material.

- **Activity Completion Date** means the date or event specified in the Grant Details.
- **Activity Material** means any Material, other than Reporting Material, created or developed by the Grantee as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.
- **Agreement** means the Grant Details, Supplementary Terms (if any), the Commonwealth Standard Grant Conditions and any other document referenced or incorporated in the Grant Details.
- **Agreement End Date** means the date or event specified in the Grant Details.
- **Australian Privacy Principle** has the same meaning as in the *Privacy Act 1988.*
- **Change in the Control** means any change in any person(s) who directly exercise effective control over the Grantee.
- **Commonwealth** means the Commonwealth of Australia as represented by the Commonwealth entity specified in the Agreement and includes, where relevant, its officers, employees, contractors and agents.
- **Commonwealth Purposes** includes the following:

  (a) the Commonwealth verifying and assessing grant proposals, including a grant application;

  (b) the Commonwealth administering, monitoring, reporting on, auditing, publicising and evaluating a grant program or exercising its rights under this Agreement;

  (c) the Commonwealth preparing, managing, reporting on, auditing and evaluating agreements, including this Agreement; and

  (d) the Commonwealth developing and publishing policies, programs, guidelines and reports, including Commonwealth annual reports;

  but in all cases:

  (e) excludes the commercialisation (being for-profit use) of the Material by the Commonwealth.
- **Commonwealth Standard Grant Conditions** means this document.
- **Existing Material** means Material developed independently of this Agreement that is incorporated in or supplied as part of Reporting Material or Activity Material.
- **Grant** means the money, or any part of it, payable by the Commonwealth to the Grantee for the Activity as specified in the Grant Details and includes any interest earned by the Grantee on that money once the Grant has been paid to the Grantee.
- **Grantee** means the legal entity other than the Commonwealth specified in the Agreement and includes, where relevant, its officers, employees, contractors and agents.
- **Grant Details** means the document titled Grant Details that forms part of this Agreement.
- **Intellectual Property Rights** means all copyright, patents, registered and unregistered trademarks (including service marks), registered designs, and other rights resulting from intellectual activity (other than moral rights under the *Copyright Act 1968*).
- **Material** includes documents, equipment, software (including source code and object code versions), goods, information and data stored by any means including all copies and extracts of them.
- **Party** means the Grantee or the Commonwealth.

- **Personal Information** has the same meaning as in the *Privacy Act 1988*.
- **Records** includes documents, information and data stored by any means and all copies and extracts of the same.
- **Reporting Material** means all Material which the Grantee is required to provide to the Commonwealth for reporting purposes as specified in the Grant Details, and includes any Existing Material that is incorporated in or supplied with the Reporting Material.

Signatures

Executed as an agreement:

Commonwealth

Signed for and on behalf of the Commonwealth of Australia as represented by the Department of Industry, Science and Resources.

Name	Travis Chisholm
Position	Assistant Director
Date	30 January 2026

Grantee

Full legal name of the Grantee	CITY OF MELVILLE ABN 81152433900
Name of Authorised Representative	Gail Bowman
Date	30 January 2026

Schedule 2: Reporting requirements

Appendix 1

Strengthening Community Safety - Election Commitment Funding - progress report requirements

You will need to provide the following information in your progress reports. The Commonwealth reserves the right to amend or adjust the requirements.

You must complete and submit your report on the business.gov.au portal. You can enter the required information in stages and submit when it is complete.

Project progress

a. Report against each milestone shown in your grant agreement.
   i. Estimated end date
   ii. Actual end date (if applicable)
   iii. Current % complete
   iv. Progress comments – Activities undertaken and impact of any delays

b. Other completed project activities

c. Is the overall project proceeding in line with your grant agreement?
   i. If no, changes or anticipated issues

d. Planned events to report on
   i. Details of the event including date, time, purpose of the event and key stakeholders expected to attend

Project outcomes

a. Outline the project outcomes achieved to date.

Project expenditure

Provide information about your eligible project expenditure. Eligible expenditure is divided into the same categories as the budget in your application.

We may ask you for evidence of costs incurred.

If you are registered for GST, provide the GST exclusive amount. If you are not registered for GST, provide the GST inclusive amount.

a. Eligible expenditure claimed in this reporting period

b. Estimated eligible expenditure for the next reporting period

c. Estimated total eligible expenditure for the project

d. Is expenditure broadly in line with the grant agreement?

Sample

e. Give reasons for changes between the forecast and actual expenditure for this reporting period. Explain any significant changes to the forecast budget for the remainder of the project.

Bank account details

a. Have your bank account details changed since your last payment or since you last provided them?

Attachments

a. Attach any agreed evidence required with this report to demonstrate project progress.

b. Attach copies of any published reports and promotional material, relating to the project.

Declaration

You must ensure an authorised person completes the report and can declare the following:

- The information in this report is accurate, complete and not misleading and that I understand the giving of false or misleading information is a serious offence under the *Criminal Code 1995* (Cth).
- The activities identified in this report are for the purposes stated in the grant agreement.
- I am aware of the grantee's obligations under their grant agreement, including the need to keep the Commonwealth informed of any circumstances that may impact on the objectives, completion and/or outcomes of the agreed project.
- I am aware that the grant agreement empowers the Commonwealth to terminate the grant agreement and to request repayment of funds paid to the grantee where the grantee is in breach of the grant agreement.

Sample

Appendix 2

Strengthening Community Safety - Election Commitment Funding - end of project report requirements

You will need to provide the following information in your end of project report. The Commonwealth reserves the right to amend or adjust the requirements.

You must complete and submit your report on the business.gov.au portal. You can enter the required information in stages and submit when it is complete.

Project achievements

a. Report against each milestones shown in your grant agreement.
   i. Estimated end date
   ii. Actual end date (if applicable)
   iii. Current % complete
   iv. Progress comments – Activities undertaken and impact of any delays

b. Other completed project activities

Project outcomes

a. Project outcomes achieved by the project end date

b. Do the achieved outcomes align with the grant agreement?
   i. If no, explain why program outcomes have changed.

c. Planned events to report on
   i. Details of event including date, time, purpose of the event and key stakeholders expected to attend

Project benefits

a. What benefits has the project achieved?

b. What ongoing impact will the project have?

c. Did the project result in any unexpected benefits?
   i. Details of unexpected benefits

d. Did the project result in any unexpected negative impacts?
   i. Details of unexpected negative impacts

e. Is there any other information you wish to provide about your project?

Project expenditure

Provide information about your eligible project expenditure. Eligible expenditure is divided into the same categories as the budget in your application.

We may ask you to provide evidence of costs incurred.

Sample

If you are registered for GST, enter the GST exclusive amount. If you are not registered for GST, enter the GST inclusive amount.

a. Eligible expenditure claimed in this reporting period

b. Total eligible expenditure for the project

c. Is expenditure broadly in line with the grant agreement?

d. Outline the reasons for any overspend or underspend or any other significant changes to the budget.

Updated business indicators

a. Provide the following financial data for your organisation for your latest complete financial year.

These fields are mandatory and entering $0 is acceptable if applicable.

- Financial year completed
- Sales revenue (turnover)
- Export revenue
- R&D expenditure
- Taxable income
- Number of employees including working proprietors and salaried directors (headcount)
- Number of independent contractors (headcount)

Bank account details

a. Have your bank account details changed since your last payment or since you last provided them?

Attachments

a. Attach any agreed evidence required with this report to demonstrate progress or successful completion of your project.

b. Attach copies of any published reports and promotional material, relating to the project.

Declaration

You must ensure an authorised person completes the report and can declare the following:

- The information in this report is accurate, complete and not misleading and that I understand the giving of false or misleading information is a serious offence under the *Criminal Code 1995* (Cth).
- The grant was spent in accordance with the grant agreement.
- I am aware of the grantee's obligations under their grant agreement, including survival clauses.
- I am aware that the grant agreement empowers the Commonwealth to terminate the grant agreement and to request repayment of funds paid to the grantee where the grantee is in breach of the grant agreement.

Sample

Appendix 3

Strengthening Community Safety - Election Commitment Funding - Compliance with working with children obligations

Where applicable, you will need to answer the following questions in your annual statement of compliance. The Commonwealth reserves the right to amend or adjust the requirements.

You must submit your annual statement of compliance as you would a report on the business.gov.au portal.

Statement of compliance

1 Is the organisation, and persons working with children on behalf of the organisation in relation to the Activity, compliant with Commonwealth, state or territory legislation?

2 Has the organisation completed a risk assessment in relation to the Activity and all persons who may engage with children in association with the Activity?

3 Has the organisation put in place an appropriate strategy to manage risks identified through the risk assessment?

4 Has the organisation delivered training and established a compliance regime to ensure that all persons who may engage with children are aware of, and comply with:

- the National Principles for Child Safe Organisations
- the risk management strategy in item 3 above
- relevant legislation relating to requirements for working with children, including working with children checks
- relevant legislation relating to requirements for working with vulnerable people, including working with vulnerable people checks; and
- relevant legislation relating to mandatory reporting of suspected child abuse or neglect however described?

Declaration

You must ensure an authorised person completes the report and can declare the following:

- The information in this report is accurate, complete and not misleading and that I understand the giving of false or misleading information is a serious offence under the *Criminal Code 1995* (Cth).
- I am aware of the grantee's obligations under their grant agreement.
- I am aware that the grant agreement empowers the Commonwealth to terminate the grant agreement and to request repayment of funds paid to the grantee where the grantee is in breach of the grant agreement.

Sample

Appendix 4

Independent audit report

Background

These templates assist Grantees (and their auditors) to understand the audit requirements under a Commonwealth grant agreement administered by the Department of Industry, Science and Resources. For further information contact us on 13 28 46 or at business.gov.au.

When an independent audit report is required under our grant agreements the Grantee must provide us with:

- a statement of grant income and expenditure against the expenditure categories under the grant agreement (attachment A)
- an independent audit report on the statement of grant income and expenditure (attachment B)
- certification of certain matters by the auditor (attachment C).

You can find additional information on the grant opportunity relevant to your grant at business.gov.au or by calling us on 13 28 46.

Eligible expenditure

Advice on eligible expenditure for projects under the grant opportunity can be found in grant opportunity guidelines. These guidelines are revised from time to time and therefore more than one version of the document may exist. The relevant guidelines are those that were effective at the time the Grantee's application was accepted.

It is essential that Grantees and their auditors understand the eligible expenditure requirements because these determine whether, and the extent to which, certain costs are reportable and claimable.

The amount of grant funding we approve is based on the Grantee's estimated eligible expenditure, as provided in their application. However, the grant funding any Grantee is ultimately entitled to receive is determined against actual eligible expenditure incurred and paid for on the project. The grant amount specified in the grant agreement is the **maximum** amount the Grantee may be paid.

The expenditure reported in the 'statement of grant income and expenditure' at attachment A must represent actual 'eligible expenditure' paid on the project during that period.

Attachment A – Statement of grant income and expenditure

Grant opportunity name	[grant opportunity name]
Project number	[project number]
Grantee	[organisation]
Project title	[project title]
Reporting period start date	[project start date or other reporting period start date]
Reporting period end date	[project end date or other reporting period end date]

This statement of grant income and expenditure must be prepared by the Grantee and contain the following:

- Statement of funds, Grantee contributions and other financial assistance*
- Statement of eligible expenditure*
- Notes to the statement of eligible expenditure, explaining the basis of compilation
- Certification by directors of the Grantee
- *We will compare this information to that detailed in the grant agreement.

1. Statement of funds, Grantee contributions and other financial assistance

Complete the following table for all cash [and in-kind] contributions for your project for the period in question, including:

- the grant
- other government funding
- your own contributions
- partner or other third party contributions
- any additional private sector funding.

Insert rows as required.

Contributor	Cash amount (GST excl)	[Estimated in-kind amount (GST excl)]	Total (GST excl)
Grant	$[enter amount]	$[enter amount]	$[enter amount]
Grantee	$[enter amount]	$[enter amount]	$[enter amount]
[enter contributor]	$[enter amount]	$[enter amount]	$[enter amount]
[enter contributor]	$[enter amount]	$[enter amount]	$[enter amount]
Total	$[enter amount]	$[enter amount]	$[enter amount]

2. Statement of eligible expenditure

You must provide detail of the eligible expenditure that has been incurred and paid for during the reporting period in a 'Statement of eligible expenditure' that contains the following information.

No. of expenditure item	Eligible expenditure category (as per grant agreement)	Eligible expenditure item	Supplier name	Supplier invoice number	Supplier invoice date	Invoice amount GST exclusive	Date invoice paid (if applicable)

Comment on any variance between the expenditure items and amounts detailed in the grant agreement and the actual items and amounts detailed in the attached statement of eligible expenditure.

[enter details]

3. Note to the statement of eligible expenditure

3.1 Eligible expenditure

The eligible expenditure as reported in the statement of eligible expenditure is in accordance with the grant opportunity guidelines.

3.2 Basis of compilation

This statement of eligible expenditure has been prepared to meet the requirements of the grant agreement between [enter Grantee name] and the Commonwealth represented by the Department of Industry, Science and Resources. Significant accounting policies applied in the compilation of the statement of grant income and expenditure include the following:

[enter details]

4. Certification by directors [if not director, replace with appropriate equivalent]

[Grantee name]

[Project number]

For the period [dd/ mm/yyyy] to [dd/ mm/yyyy]

We confirm that, to the best of our knowledge and believe, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:

Statement of grant income and expenditure

a. We have fulfilled our responsibilities for the preparation of the statement of grant income and expenditure in accordance with the cash basis of accounting and the terms of the grant agreement with the Commonwealth, represented by the Department of Industry, Science and Resources dated [enter date]; in particular, the statement of grant income and expenditure presents fairly in accordance therewith.

b. All events subsequent to the date of the statement of grant income and expenditure which require adjustment or disclosure so as to present fairly the statement of grant income and expenditure, have been adjusted or disclosed.

c. [Where applicable] The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the statement of grant income and expenditure as a whole. A list of the uncorrected misstatements is attached to this representation letter.

d. That all Grantee contributions and other financial assistance were spent for the purpose of the project and in accordance with the grant agreement and that the Grantee has complied with the grant agreement and relevant accounting policies.

e. That salaries and allowances paid to persons involved in the project are in accordance with any applicable award or agreement in force under any relevant law on industrial or workplace relations.

Signature .....

Name [enter name]

Director

Date [dd/mm/yyyy]

Signature .....

Name [enter name]

Director

Date [dd/mm/yyyy]

5. For Auditor use only

I certify that this statement of grant income and expenditure is the one used to prepare my independent audit report dated [enter date] for the Department of Industry, Science and Resources.

Signature .....

Name	[enter name]
Position	[enter position]
Auditor's employer	[enter employer name]
Date	[dd/mm/yyyy]

Attachment B - Independent audit report

Background for auditors

The purpose of the independent audit report is to provide us with an auditor's opinion on the Grantee's statement of grant income and expenditure. The statement of grant income and expenditure is prepared by the Grantee to correspond with the expenditure reported to the department by the Grantee for the same period, in the process of claiming grant payments.

The independent audit report must be prepared by a person who is an approved auditor.

An approved auditor is a person who is:

a. registered as a company auditor under the *Corporations Act 2001* or an appropriately qualified member of Chartered Accountants Australia and New Zealand, or of CPA Australia or the Institute of Public Accountants; and

b. not a principal, member, shareholder, officer, agent, subcontractor or employee of the Grantee or of a related body corporate or a Connected Entity.

The audit should be undertaken and reported in accordance with Australian Auditing Standards.

The independent audit report must follow the required format and include any qualification regarding the matters on which the auditor provides an opinion. We may follow up any qualifications with the Grantee or auditor. The independent audit report must be submitted on the auditor's letterhead.

Auditors must comply with the professional requirements of Chartered Accountants Australia and New Zealand, CPA Australia and the Institute of Public Accountants in the conduct of their audit.

If the auditor forms an opinion that the statement of grant income and expenditure does not give a true and fair view of the eligible expenditure for the period, the independent audit report should be qualified and the error quantified in the qualification section of the independent audit report.

The required independent audit report format follows.

Auditor's report

Independent audit report in relation to [Grantee name]'s statement of grant income and expenditure to the Commonwealth, represented by the Department of Industry, Science and Resources (the department).

We have audited:

a. the accompanying statement of grant income and expenditure of [Grantee name] for the period [dd/mm/yyyy] to [dd/mm/yyyy], a summary of significant accounting policies and other explanatory information, and management's attestation statement thereon (together "the financial statement"). The financial statement has been prepared by management using the cash basis of accounting described in note 3.2 to the financial statement; and

b. [Grantee name]'s compliance with the terms of the grant agreement between [Grantee name] and the Commonwealth dated [date of agreement] for the period [dd/mm/yyyy] to [dd/mm/yyyy] (the grant agreement).

We have:

a. reviewed [Grantee name]'s statement of labour costs in support of its claim of eligible expenditure[; and

b. performed limited assurance procedures on [Grantee name]'s statement of employee numbers under the grant agreement].

Management's responsibility

Management is responsible for:

a. the preparation and fair presentation of the financial statement in accordance with the basis of accounting described in note 3.2, this includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statement in accordance with the grant agreement;

b. compliance with the terms of the grant agreement;

c. the preparation of the statement of employee numbers and labour costs in support of eligible expenditure; and

d. such internal control as management determines is necessary to:

   i enable the preparation of the financial statement and the statement of [employee numbers and] labour costs that are free from material misstatement, whether due to fraud or error; and

   ii enable compliance with the terms of the grant agreement.

Auditor's responsibility

Our responsibilities are:

a. To express an opinion, based on our audit, on:

   i the financial statement; and

   ii [Grantee name]'s compliance, in all material respects, with the terms of the grant agreement; and

b. To conclude based on:

i our review procedures, on the statement of labour costs; and

ii our limited assurance procedures on the statement of employee numbers.

We conducted our audit of the financial statement in accordance with Australian Auditing Standards; our audit of compliance with the grant agreement in accordance with ASAE 3100, our review of the statement of labour costs in accordance with ASRE 2405[; and our limited assurance procedures on employee numbers in accordance with ASAE 3000]. The applicable Standards require that we comply with relevant ethical requirements and plan and perform our work to:

a. obtain reasonable assurance about whether the financial statement is free from material misstatement and that [Grantee name] has complied, in all material respects, with the terms of the grant agreement; and

b. obtain limited assurance as to whether anything has come to our attention that causes us to believe that the statements of employee numbers and labour costs are materially misstated.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement and about the Grantee's compliance with the grant agreement. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Grantee's preparation and fair presentation of the financial statement, and to the Grantee's compliance with the grant agreement, in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Grantee's internal control. An audit also includes evaluating the appropriateness of accounting policies used by management, as well as evaluating the overall presentation of the financial statement.

A review consists of making enquiries and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion on the statement of labour costs.

A limited assurance engagement undertaken in respect of the statement of employee numbers, in accordance with ASAE 3000 involves [level of detail about procedures to be determined by the auditor]. The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement; and consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion, review and limited assurance conclusions.

Opinion

In our opinion:

a. the financial statement presents fairly, in all material respects, the grant income and expenditure of [Grantee name] for the period [dd/mm/yyyy] to [dd/mm/yyyy] in accordance with the cash basis of accounting described in note 3.2 and the terms of the grant agreement, dated [date of agreement], with the Commonwealth; and

b. [Grantee name] has complied, in all material respects, with the requirements of the grant agreement between the organisation and the Commonwealth dated [date of agreement], for the period [dd/mm/yyyy] to [dd/mm/yyyy].

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to note 3.2 to the financial statement, which describes the basis of accounting. The financial statement is prepared to provide information to the department in accordance with the grant agreement, dated [date of agreement]. As a result, the financial statement may not be suitable for another purpose.

Use of Report

This report has been prepared for [Grantee name] and the department in accordance with the requirements of the grant agreement between [Grantee name] and the Commonwealth, dated [date of agreement]. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than [Grantee name] and the department, or for any purpose other than that for which it was prepared.

Conclusions

Based on:

a. Our review, which is not an audit, nothing has come to our attention that causes us to believe that the statement of labour costs in the period [dd/mm/yyyy] to [dd/mm/yyyy] is not, in all material respects, fairly presented in accordance with the grant agreement dated [date of agreement] with the Commonwealth[; and

b. The procedures we have performed and the evidence we have obtained, nothing has come to our attention that causes us to believe that the statement of employee numbers as at [dd/mm/yyyy] is not prepared, in all material respects, in accordance with the grant agreement dated [date of agreement] with the Commonwealth].

Auditor's signature	.....
Name	[enter name]
Auditor's employer	[enter employer name]
Employer's address	[enter address]
Qualifications	[enter qualification]
Position	[enter position]
Date	[dd/mm/yyyy]

Attachment C - Certification of certain matters by the auditor

The department also requires a certification of certain matters by the auditor in addition to the independent audit report. This should be submitted with the statement of grant income and expenditure and independent audit report.

The auditor who signs this certification must also initial and date a copy of the Grantee's statement of eligible expenditure. The department will not accept an independent audit report that lacks this attachment.

The required format of certification is on the following page.

For Official Use Only

[print on auditor letterhead]

[addressee]
Department of Industry, Science and Resources
GPO Box 2013
Canberra ACT 2601

I understand that the Commonwealth, represented by the Department of Industry, Science and Resources and [Grantee name] have entered into a grant agreement for the provision of financial assistance under the [grant opportunity name] to the Grantee for the project. A condition of funding under the grant agreement is that the Grantee provides a statement of grant income and expenditure certifying that expenditure on approved project items has been incurred within the relevant audit period and paid in accordance with the grant opportunity guidelines, and is supportable by appropriate documentation.

In fulfilment of the condition, I hereby certify that:

a. I am a member of Chartered Accountants Australia and New Zealand/ CPA Australia/ the Institute of Public Accountants (as a Public Practice Certified Member).

b. I have prepared the independent audit report on [Grantee name]'s, statement of grant income and expenditure in accordance with the details of the grant agreement between the Grantee and the Commonwealth, project no [project no] dated [dd/mm/yyyy].

c. I have reviewed the grant agreement between the Grantee and the Commonwealth, project no [project no] dated [dd/mm/yyyy], and related grant opportunity guidelines and understand the requirements pertaining to financial reporting and eligible expenditure contained therein.

d. I have signed the attached copy of [Grantee name]'s statement of eligible expenditure that I used to prepare the independent audit report.

e. I have complied with the professional independence requirements of Chartered Accountants Australia and New Zealand/ CPA Australia/the Institute of Public Accountants. I specifically certify that I:

   i am not, and have not been, a director, office holder, or employee of [Grantee name] or related body corporate of [Grantee name]

   ii have not been previously engaged by [Grantee name] for the purpose of preparing their [grant opportunity name] application or any report required under the grant agreement

   iii have no financial interest in [Grantee name].

Signature .....

Name	[enter name]
Qualifications	[enter qualification]
Position	[enter position]
Date	[dd/mm/yyyy]

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Australian Government
Department of Industry, Science and Resources
Department of Home Affairs

Grant Opportunity Guidelines

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Strengthening Community Safety – Election Commitment Funding

Opening date:	**15 October 2025**
Closing date and time:	5.00pm Australian Eastern Daylight Time on 3 November 2025 Please take account of time zone differences when submitting your application.
Commonwealth policy entity:	Department of Home Affairs
Administering entity:	Department of Industry, Science and Resources (DISR)
Enquiries:	If you have any questions, contact us on 13 28 46.
Date guidelines released:	15 October 2025 27 October 2025 – update to project locations at Appendix A and closing date
Type of grant opportunity:	Closed non-competitive

Template Version – April 2022

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1. Strengthening Community Safety - Election Commitment Funding processes

The Strengthening Community Safety – Election Commitment Funding program is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program which contributes to the Department of Home Affair's Outcome 1: Deliver national coordination, regulation and policy that safeguard Australia's domestic interests from national security threats, including cyber threats. The Department of Home Affairs works with stakeholders to plan and design the grant program according to the *Commonwealth Grants Rules and Principles (CGRPs).*

↓

The grant opportunity opens

We/DISR publish the grant guidelines on GrantConnect.

↓

You are invited to apply

We will invite you to apply.

↓

You complete and submit a grant application

You complete the application form, addressing all the eligibility and assessment criteria in order for your application to be considered.

↓

We assess all grant applications

We assess the applications against eligibility criteria and notify you if you are not eligible. We assess eligible applications against the assessment criteria including an overall consideration of value with money.

↓

We make grant recommendations

We provide advice to the decision maker on the merits of each application.

↓

Grant decisions are made

The decision maker decides which applications are successful.

↓

We notify you of the outcome

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.

↓

We enter into a grant agreement

We will enter into a grant agreement with successful applicants. The type of grant agreement is based on the nature of the grant and will be proportional to the risks involved.

↓

Delivery of grant

You complete the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.

↓

Evaluation of the Strengthening Community Safety – Election Commitment Funding program

The Department of Home Affairs will evaluate the specific grant activity and Strengthening Community Safety – Election Commitment Funding program as a whole. We base this on information you provide to us and that we collect from various sources.

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1.1. Introduction

These guidelines contain information for the Strengthening Community Safety – Election Commitment Funding grant opportunity.

This document sets out:

- the purpose of the grant program/grant opportunity
- the eligibility and assessment criteria
- how we consider and assess grant applications
- how we notify applicants and enter into grant agreements with grantees
- how we monitor and evaluate grantees' performance
- responsibilities and expectations in relation to the opportunity.

This grant opportunity and process will be administered by the Department of Industry, Science and Resources (the department/DISR/we) on behalf of the Department of Home Affairs (Home Affairs).

We have defined key terms used in these guidelines in the glossary at section 0.

You should read this document carefully before you fill out an application.

2. About the Strengthening Community Safety – Election Commitment Funding grant opportunity

The Strengthening Community Safety – Election Commitment Funding grant opportunity will run over 3 years from 2025-26 to 2027-28. The grant opportunity will implement projects announced as part of the 2025 federal election.

Funded initiatives should contribute to the objective of the program which is to strengthen community safety in Local Government Areas. The visible presence of CCTV cameras can deter crime, aid investigations, and improve public perceptions of security.

The intended outcomes of the program are to:

- contribute to enhanced community safety to promote the responsible and positive use of public spaces
- contribute to greater community resilience and wellbeing by addressing crime, anti-social behaviour and other security risks
- help reduce the potential for fear of crime and aim to increase feelings of safety and positive community engagement more generally.

We administer the program according to the *Commonwealth Grants Rules and Principles (CGRPs)*[1].

3. Grant amount and grant period

The Australian Government has announced a total of $20.320 million over 3 years from 2025-26 to 2027-28 for this grant opportunity. Of this, $3 million over 2 years is available from 2025-26 for applications funded under the North Coast Crime Infrastructure Action Plan. The remaining $17.320 million is available over 3 years from 2025-26 for applications funded under Strengthening Community Safety – Election Commitment Funding.

[1] https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-and-principles-2024

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Eligible LGA's will be invited to apply for this grant opportunity. Eligible organisations and project activities are listed at Appendix A with eligible grant amounts listed below at section 3.1.

3.1. Grants available

The grant amount will be up to 100 per cent of eligible project expenditure (grant percentage).

The maximum grant amounts for each eligible Local Government Area are set out in the table below.

Local Government Areas (LGAs)	Maximum Grant Amount $
Ballina Shire Council	$1,000,000.00
Burwood Council	$600,000.00
Byron Shire Council	$1,000,000.00
Cairns Regional Council	$1,500,000.00
City of Canning	$700,000.00
City of Casey	$900,000.00
City of Greater Dandenong	$1,600,000.00
City of Melton	$1,000,000.00
City of Melville	$700,000.00
City of Moreton Bay	$1,500,000.00
City of Parramatta	$1,110,000.00
City of Port Philip	$1,500,000.00
City of Whittlesea	$750,000.00
Cumberland Council	$1,110,000.00
Frankston City Council	$1,500,000.00
Hume City Council	$750,000.00
Mitchell Shire	$750,000.00
Moorabool Shire Council	$750,000.00
Tweed Shire Council	$1,000,000.00
Whitehorse City Council	$600,000.00

You are responsible for the remaining eligible and ineligible project costs.

We cannot fund activities under this opportunity where the same activities receive funding from another Commonwealth Government grant.

3.2. Project period

You must complete your project by 31 March 2028.

If you are one of the following LGAs you must complete your project by 30 April 2027:

- Ballina Shire Council
- Byron Shire Council
- Tweed Shire Council

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4. Eligibility criteria

We cannot consider your application if you do not satisfy all eligibility criteria.

4.1. Who is eligible to apply for a grant?

To be eligible you must be one of the entities listed at Appendix A and invited to apply.

We cannot waive the eligibility criteria under any circumstances.

4.2. Who is not eligible to apply for a grant?

You are not eligible to apply if you are:

- any organisation not included in Appendix A
- an organisation, or your project partner is an organisation, included on the National Redress Scheme's website on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- an employer of 100 or more employees that has not complied with the Workplace Gender Equality Act (2012).

5. What the grant money can be used for

5.1. Eligible grant activities

To be eligible your project must be consistent with the relevant project activity provided in Appendix A.

For guidance on eligible project activities, refer to Appendix A.

We may also approve other activities. Any additional activities must be in line with objectives and outcomes in section 2.

5.2. Eligible expenditure

You can only spend the grant on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

Eligible expenditure must be consistent with project activities detailed in Appendix A.

Eligible expenditure items include:

- purchase and installation cost of new or upgraded security infrastructure, such as CCTV cameras, lights, fences, and bollards
- contract expenditure covering the cost of eligible project activities that are contracted to others. All contractors must have a written contract in place prior to starting any project work. Invoices from contractors must contain a detailed description and breakdown of the work including hours and hourly rates
- labour expenditure for the grant covers the direct labour costs of employees you directly employ on the core elements of the project. We consider a person an employee when you pay them a regular salary or wage, out of which you make regular tax instalment deductions. However, we limit these costs to 5 per cent of the total amount of eligible expenditure claimed
- minor capital works or building modifications to infrastructure and sites that are located within the project area such as public spaces outside local retail, entertainment or commercial precincts, parks, or secure facilities for not for profit organisations that are established for the benefit of the local community. The nominated site may not be a private enterprise

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- costs incurred in obtaining planning, environmental or other regulatory approvals during the project period
- the cost of an independent audit of project expenditure up to a maximum of 1 per cent of total eligible project expenditure.

We may also approve other items of expenditure.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

If your application is successful, we will ask for details about security infrastructure being installed (e.g. brand and model of CCTV cameras).

Not all expenditure on your project may be eligible for grant funding. The Program Delegate (who is a Manager within the department with responsibility for administering the program) makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

To be eligible, expenditure must:

- be a direct cost of the project
- be incurred by you for required project audit activities.

You must incur the project expenditure between the project start and end date for it to be eligible unless stated otherwise.

You may elect to commence your project from the date we notify you that your application is successful. We are not responsible for any expenditure you incur until a grant agreement is executed. The Commonwealth will not be liable, and should not be held out as being liable, for any activities undertaken before the grant agreement is executed.

5.3. What the grant money cannot be used for

Expenditure items that are not eligible are:

- any in-kind contributions (further guidance about what is considered an in-kind contribution can be found in the glossary)
- the provision of goods, services or support for activities not directly related to eligible grant activities
- cost for activities that are required to be carried out by law or by a private contractual obligation
- activities that are already being supported through other sources, including another Commonwealth, state or territory, or local government program
- non project related staff training and development costs
- insurance costs (the participants must affect and maintain adequate insurance or similar coverage for any liability arising as a result of its participation in funded activities)
- costs related to obtaining resources used on the project activities, including interest on loans and contract negotiations
- depreciation of plant and equipment beyond the life off the project
- costs related to preparing the grant application (except costs of independent audit reports we require) and preparing any project variation requests
- administration costs and overheads related to the ongoing operations of an organisation, including costs such as rental, renovations and utilities
- capital expenditure for the purchase of assets such as office furniture and equipment, motor vehicles, computers, printers or photocopiers that do not support implementation of the project.

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This list is not exhaustive and applies only to the expenditure of the grant funds. Other costs may be ineligible where we decide that they do not directly support the achievement of the planned outcomes for the project or that they are contrary to the objective of the program.

You must ensure you have adequate funds to meet the costs of any ineligible expenditure associated with the project.

6. The assessment criteria

6.1. Your proposal

The grant is subject to an acceptable proposal that includes:

- contact name and position details
- project description
- project start and end date
- details of project milestones including the key activities relevant to each milestone and aligning to the eligible activities identified for your LGA
- project budget (split over financial years)
- how the proposed measures will deliver on the intended outcomes of the program
- how the grantee intends to fund ongoing maintenance of the security infrastructure following the completion of the grant opportunity.

DISR will consider your application on its merits, based on whether it provides value with relevant money. When assessing whether the application represents value with relevant money, DISR will have regard to whether:

- your project aligns with the policy intent
- your capacity, capability and resources to deliver the project, including:
  - your track record managing similar projects
  - your access to personnel with the right expertise and experience, including management and technical staff.
- your project is appropriately costed
- your proposed activities and expenditure are eligible
- you can deliver your project on time and to budget
- the level of risk associated with the project and its implementation is manageable and acceptable.

7. How to apply

Before applying you should read and understand these guidelines.

Applicants should read all eligibility and assessment criteria closely and attach detailed evidence that supports the assessment criteria.

You will need to set up an account to access our online portal.

To apply, you must:

- complete and submit the application through the online portal
- provide all the information requested
- address all eligibility and proposal criteria

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- include all necessary attachments.

You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995* If we consider that you have provided false or misleading information we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on 13 28 46.

After submitting your application, we can contact you for clarification if we find an error or any missing information, including evidence that supports your eligibility/merit. The acceptance of any additional information provided after the submission of your application is at the discretion of the Program Delegate. Additional information should not materially change your application at the time it was submitted and therefore may be refused if deemed to be purely supplementary.

You can view and print a copy of your submitted application on the portal for your own records.

If you need further guidance around the application process, or if you have any issues with the portal, contact us at business.gov.au or by calling 13 28 46.

7.1. Attachments to the application

You must provide the following documents with your application:

- proposal as outlined in section 6.1
- itemised project budget (over financial years).

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents. Individual file sizes cannot be greater than 25MB, while the total of all attachments cannot exceed 50MB. We will not consider information in attachments that we do not request.

7.2. Timing of grant opportunity processes

You can only submit an application between the published opening and closing dates. We cannot accept late applications.

If you are successful, we expect you will be able to commence your project around December 2025.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	2 weeks
Approval and announcement of successful applicants	2 weeks
Negotiations and award of grant agreements	Up to 4 weeks after approval and announcement of successful applicants
Earliest start date of project activity	Date you are notified that your application is successful
Project completion date (Ballina Shire Council, Byron Shire Council, Tweed Shire Council)	30 April 2027

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Activity	Timeframe
End date of grant commitment (Ballina Shire Council, Byron Shire Council, Tweed Shire Council)	30 June 2027
Project completion date for all remaining grantees not listed directly above	31 March 2028
End date of grant commitment for all remaining grantees not listed directly above	30 June 2028

7.3. Questions during the application process

If you have any questions during the application period, contact us at business.gov.au or by calling 13 28 46.

8. The grant selection process

8.1. Assessment of grant applications

We first review your application against the eligibility criteria. If eligible, we will then assess your proposal as outlined in section 6.1.

8.2. Who will assess applications?

We assess your application against the selection criteria.

8.3. Who will approve grants?

The Minister for Home Affairs decides which grants to approve taking into account the application assessment and the availability of grant funds.

The Minister's decision is final in all matters, including:

- the grant approval
- the grant funding to be awarded
- any conditions attached to the offer of grant funding.

We cannot review decisions about the merits of your application.

The Minister will not approve funding if there are insufficient program funds available across relevant financial years for the program.

9. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we advise you of any specific conditions attached to the grant.

9.1. Feedback on your application

If you are unsuccessful, we will give you an opportunity to discuss the outcome with us.

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10. Successful grant applications

10.1. The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. The grant agreement has general terms and conditions that cannot be changed. A sample grant agreement is available on GrantConnect.

We will manage the grant agreement through the online portal. This includes issuing and executing the grant agreement. Execute means both you and the Commonwealth have accepted the agreement. We are not responsible for any expenditure you incur and cannot make any payments until a grant agreement is executed.

The approval of your grant may have specific conditions determined by the assessment process or other considerations made by the Program Delegate. We will identify these in the offer of grant funding.

If you enter an agreement under the Strengthening Community Safety – Election Commitment Funding grant opportunity, you cannot receive other grants for the same activities from other Commonwealth, state or territory granting programs.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

We will use a standard grant agreement.

You will have 30 days from the date of a written offer to execute this grant agreement with the Commonwealth. During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application. We will review any required changes to these details to ensure they do not impact the project as approved by the Program Delegate.

10.2. Specific legislation, policies and industry standards

You must comply with all relevant laws, regulations and Australian Government sanctions in undertaking your project. You must also comply with the specific legislation/policies/industry standards that follow. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

In particular, you will be required to comply with state/territory legislation in relation to working with children.

10.3. How we pay the grant

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the project. We set aside 5 per cent of the total grant funding for the final payment.

10.4. Grant Payments and GST

If you are registered for the Goods and Services Tax (GST), where applicable we will add GST to your grant payment and provide you with a recipient created tax invoice. You are required to notify us if your GST registration status changes during the project period. GST does not apply to grant payments to government related entities[2].

[2] See Australian Taxation Office ruling GSTR 2012/2 available at ato.gov.au

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Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the Australian Taxation Office. We do not provide advice on tax.

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website 21 calendar days after the date of execution.

We will publish non-sensitive details of successful projects on GrantConnect. We are required to do this by the *Commonwealth Grants Rules and Principles (CGRPs).* Section 5.4. We may also publish this information on business.gov.au. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number
- business location
- your organisation's industry sector.

12. How we monitor your grant activity

12.1. Keeping us informed

You should let us know if anything is likely to affect your project or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your project, carry on business and pay debts due.

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement, you must contact us immediately.

You must notify us of events relating to your project and provide an opportunity for the Minister or their representative to attend.

12.2. Reporting

You must submit reports in line with the grant agreement. We will provide the requirements for these reports as appendices in the grant agreement. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed project milestones and outcomes
- project expenditure, including expenditure of grant funds.

The amount of detail you provide in your reports should be relative to the project size, complexity and grant amount.

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We will monitor the progress of your project by assessing reports you submit and may conduct site visits to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

12.2.1. Progress reports

Progress reports must:

- include details of your progress towards completion of agreed project activities
- show the total eligible expenditure incurred to date
- include evidence of expenditure
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant project activities).

We will only make grant payments when we receive satisfactory progress reports.

You must discuss any project or milestone reporting delays with us as soon as you become aware of them.

12.2.2. Ad-hoc reports

We may ask you for ad-hoc reports on your project. This may be to provide an update on progress, or any significant delays or difficulties in completing the project.

12.2.3. End of project report

When you complete the project, you must submit an end of project report.

End of project reports must:

- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred for the project
- include a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money
- be submitted by the report due date.

12.3. Audited financial acquittal report

We will ask you to provide an independent audit report. An audit report will verify that you spent the grant in accordance with the grant agreement. The audit report requires you to prepare a statement of grant income and expenditure.

12.4. Grant agreement variations

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your grant agreement, including:

- changing project milestones
- extending the timeframe for completing the project but within the maximum time period allowed in program guidelines.

The program does not allow for an increase of grant funds.

If you want to propose changes to the grant agreement, you must put them in writing before the project end date. You can submit a variation request via our online portal.

If a delay in the project causes milestone achievement and payment dates to move to a different financial year, you will need a variation to the grant agreement. We can only move funds between

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financial years if there is enough program funding in the relevant year to allow for the revised payment schedule. If we cannot move the funds, you may lose some grant funding.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department
- changes to the timing of grant payments
- availability of program funds.

12.5. Compliance visits

We may visit you during the project period, or at the completion of your project to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.6. Record keeping

We may also inspect the records you are required to keep under the grant agreement.

12.7. Evaluation

Home Affairs will evaluate the grant opportunity to measure how well the outcomes and objectives have been achieved. We may use information from your application and project reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to two years after you finish your project for more information to assist with this evaluation.

12.8. Acknowledgement

If you make a public statement about a project funded under the program, including in a brochure or publication, you must acknowledge the grant by using the following:

'This project received grant funding from the Australian Government.'

If you erect signage in relation to the project, the signage must contain an acknowledgement of the grant.

13. Probity

We will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRPs.

These guidelines may be changed from time-to-time by DISR during the application period. When this happens, the revised guidelines will be published on GrantConnect.

13.1. Enquiries and feedback

For further information or clarification, you can contact us on 13 28 46 or by web chat or through our online enquiry form on business.gov.au.

We may publish answers to your questions on our website as Frequently Asked Questions.

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Our Customer Service Charter is available at business.gov.au. We use customer satisfaction surveys to improve our business operations and service.

If you have a complaint, call us on 13 28 46. We will refer your complaint to the appropriate manager.

If you are not satisfied with the way we handle your complaint, you can contact:

General Manager
Business Grants Hub
Department of Industry, Science and Resources
GPO Box 2013
CANBERRA ACT 2601

You can also contact the Commonwealth Ombudsman with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

13.2. Conflicts of interest

Any conflicts of interest could affect the performance of the Strengthening Community Safety – Election Commitment Funding grant opportunity. There may be a conflict of interest, or perceived conflict of interest, if our staff, any member of a committee or advisor and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer
- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/grant opportunity.

As part of your application, we will ask you to declare any perceived or existing conflicts of interests or confirm that, to the best of your knowledge, there is no conflict of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform us in writing immediately.

Conflicts of interest for Australian Government staff are handled as set out in the Australian Public Service Code of Conduct (Section 13(7)) of the *Public Service Act 1999*. Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our conflict of interest policy[3] on the department's website. The Commonwealth policy entity also publishes a conflict of interest policy on its website.

13.3. Privacy

Unless the information you provide to us is:

- confidential information as per below, or
- personal information as per below.

we may share the information with other government agencies for a relevant Commonwealth purpose such as:

[3] https://www.industry.gov.au/publications/conflict-interest-policy

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- to improve the effective administration, monitoring and evaluation of Australian Government programs
- for research
- to announce the awarding of grants.

We must treat your personal information according to the Australian Privacy Principles (APPs) and the *Privacy Act 1988* (Cth). This includes letting you know:

- what personal information we collect
- why we collect your personal information
- to whom we give your personal information.

We may give the personal information we collect from you to our employees and contractors, and other Commonwealth employees and contractors, so we can:

- manage the program
- research, assess, monitor and analyse our programs and activities.

We, or the Minister, may:

- announce the names of successful applicants to the public
- publish personal information on the department's websites.

You may read our Privacy Policy[4] on the department's website for more information on:

- what is personal information
- how we collect, use, disclose and store your personal information
- how you can access and correct your personal information.

13.4. Confidential information

Other than information available in the public domain, you agree not to disclose to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time, require you to arrange for you; or your employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will treat the information you give us as sensitive and therefore confidential if it meets all of the following conditions:

- you clearly identify the information as confidential and explain why we should treat it as confidential
- the information is commercially sensitive
- disclosing the information would cause unreasonable harm to you or someone else
- you provide the information with an understanding that it will stay confidential.

We may disclose confidential information:

- to our Commonwealth employees and contractors, to help us manage the program effectively

[4] https://www.industry.gov.au/data-and-publications/privacy-policy

- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if:

- we are required or authorised by law to disclose it
- you agree to the information being disclosed, or
- someone other than us has made the confidential information public.

13.5. Freedom of information

All documents in the possession of the Australian Government, including those about the program, are subject to the *Freedom of Information Act 1982* (Cth) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

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14. Glossary

Term	Definition
administering entity	When an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
application form	The document issued by the Program Delegate that applicants use to apply for funding under the program.
assessment criteria	The specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application ranking.
Commonwealth Grants Rules and Principles (CGRPs)	Establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.
completion date	The expected date that the grant activity must be completed and the grant spent by
date of effect	Can be the date on which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable.
Department	The Department of Industry, Science and Resources.
decision maker	The person who makes a decision to award a grant.
eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support as set out in 5.1 and Appendix A.
eligible application	An application or proposal for grant funding under the program that the Program Delegate has determined is eligible for assessment in accordance with these guidelines.
eligibility criteria	Refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in 5.2.
General Manager	Position title for Senior Executive Service level staff within DISR.

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Term	Definition
grant	For the purposes of the CGRPs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: a. under which relevant money[5] or other Consolidated Revenue Fund (CRF) money[6] is to be paid to a grantee other than the Commonwealth; and b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.
grant activity/activities	Refers to the project/tasks/services that the grantee is required to undertake.
grant agreement	A legally binding contract that sets out the relationship between the Commonwealth and a grantee for the grant funding, and specifies the details of the grant.
grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.
grant opportunity	Refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
grant program	A 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single Home Affairs Portfolio Budget Statement Program.
GrantConnect	The Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRPs.
grantee	The individual/organisation which has been selected to receive a grant.
Local Government Areas (LGAs)	Local Government Areas (LGAs) cover legally designated parts of a state or territory for which incorporated local government bodies have responsibility.

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[5] Relevant money is defined in the PGPA Act. See section 8, Dictionary.

[6] Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
in-kind	In-kind contributions are not considered eligible expenditure. It should not be included in your budget as it does not involve the outflow of cash. An in-kind contribution is a non-monetary transaction of goods, services or the use of facilities. In-kind includes volunteer/unpaid labour; use of heavy plant and/or equipment that has not been invoiced/paid for; donation of materials; or donation of services/ use of facilities. If cash has been exchanged for goods or service, it is not an in-kind contribution and you should consult us before including it as eligible expenditure. While in-kind contributions do not have a direct impact on expenditure, we recognise that they are still important for organisations and projects and we encourage you to include the details of any in-kind contributions you will make in your response to the assessment criteria.
Minister	The Commonwealth Minister for Home Affairs.
personal information	Has the same meaning as in the *Privacy Act 1988* (Cth) which is: Information or an opinion about an identified individual, or an individual who is reasonably identifiable: a. whether the information or opinion is true or not; and b. whether the information or opinion is recorded in a material form or not.
Program Delegate	A Manager within the Business Grants Hub in DISR with responsibility for administering the program.
program funding or program funds	The funding made available by the Commonwealth for the program.
project	A project described in an application for grant funding under the program.
selection criteria	Comprises of eligibility criteria and assessment criteria.

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Term	Definition
value with money	Value with money in this document refers to 'value with relevant money' which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations. When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to: ▪ the quality of the project proposal and activities; ▪ fitness for purpose of the proposal in contributing to government objectives; ▪ that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and ▪ the potential grantee's relevant experience and performance history.

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Appendix A. Eligible project activities

The below table provides eligible project activities and locations for each LGA.

Local Government Areas (LGAs)	Australian Business Number (ABN)	Eligible Project Activities	Project Locations
Ballina Shire Council	53 929 887 369	Purchase and installation of new or upgraded security infrastructure.	Within Ballina Shire Council.
Burwood Council	84 362 114 428	Purchase and installation of new or upgraded security infrastructure.	Burwood Chinatown area.
Byron Shire Council	14 472 131 473	Purchase and installation of new or upgraded security infrastructure.	Within Byron Shire Council.
Cairns Regional Council	24 310 025 910	Purchase and installation of new or upgraded security infrastructure.	Cairns region.
City of Canning	80 227 965 466	Purchase and installation of new or upgraded security infrastructure.	Within the City of Canning.
City of Casey	43 320 295 742	Purchase and installation of new or upgraded security infrastructure.	Within the City of Casey.
City of Greater Dandenong	41 205 538 060	Purchase and installation of new or upgraded security infrastructure.	Dandenong and Noble Park.
City of Melton	22 862 073 889	Purchase and installation of new or upgraded security infrastructure.	Melton, Caroline Springs, Aintree and Rockbank.
City of Melville	81 152 433 900	Purchase and installation of new or upgraded security infrastructure.	Within the City of Melville.
City of Moreton Bay	92 967 232 136	Purchase and installation of new or upgraded security infrastructure.	Moreton Bay region.
City of Parramatta	49 907 174 773	Purchase and installation of new or upgraded security infrastructure.	Parramatta, Pendle Hill, Toongabbie, Wentworthville, Westmead South.

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Local Government Areas (LGAs)	Australian Business Number (ABN)	Eligible Project Activities	Project Locations
City of Port Phillip	21 762 977 945	Purchase and installation of new or upgraded security infrastructure.	Port Melbourne, South Melbourne, Albert Park, Balaclava, St Kilda and, Elwood.
City of Whittlesea	72 431 091 058	Purchase and installation of new or upgraded security infrastructure.	Doreen, Donnybrook and Mernda.
Cumberland Council	22 798 563 329	Purchase and installation of new or upgraded security infrastructure.	Pendle Hill, Toogabbie, Wentworthville, Westmead South.
Frankston City Council	49 454 768 065	Purchase and installation of new or upgraded security infrastructure.	Frankston region.
Hume City Council	14 854 354 856	Purchase and installation of new or upgraded security infrastructure.	Sunbury and Kalkallo.
Mitchell Shire	27 352 592 142	Purchase and installation of new or upgraded security infrastructure.	Within Mitchell Shire.
Moorabool Shire Council	29 352 754 296	Purchase and installation of new or upgraded security infrastructure.	Bacchus Marsh.
Tweed Shire Council	90 178 732 496	Purchase and installation of new or upgraded security infrastructure.	Within Tweed Shire.
Whitehorse City Council	39 549 568 822	Purchase and installation of new or upgraded security infrastructure.	Box Hill.

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City of Melville

29 January 2026
Enquiries: CEO Office – 9364 0666
Our Reference: 7162104

Mr Peter Jones
Executive Director
Transperth System, Regional and School Bus Services
PO Box 8125
PERTH BUSINESS CENTRE WA 6849

Dear Mr Peter Jones

Request for Transperth Funding of a Multistorey Carpark to Support Ferry Services in Canning Bridge

I am writing on behalf of the City of Melville to request Transperth's consideration in funding the development of a multistorey carpark to support the proposed ferry terminal.

At the August 2025 Ordinary Meeting, Council adopted the following motion:

"Obtaining State Government funding to construct a public carpark site/s as soon as possible, taking into account the Ferry Terminal is proposed to be completed by late 2027."

The proposed multistorey carpark would:

- Support Transperth's ferry, bus and train operations by ensuring reliable, accessible parking for passengers
- Reduce parking pressure in surrounding residential and commercial areas.

We would welcome the opportunity to meet with your team to discuss funding options, partnership frameworks, and the next steps required to progress the project.

Thank you for your consideration. We look forward to collaborating with Transperth to support the development of the ferry service and improve transport outcomes for the community.

If you wish to set up a meeting or appointment to discuss this matter further, please contact the CEO Office on 9364 0666 or via email ceo-office@melville.wa.gov.au.

Yours sincerely

Gail Bowman
Chief Executive Officer

eneral Enquiries **Tel:** 1300 635 845 | 9364 0666 **Email:** melinfo@melville.wa.gov.au **www:** melvillecity.com.au
reet Address: 10 Almondbury Road, Booragoon WA 6154 **Postal Address:** Locked Bag 1, Booragoon WA 6954
ational Relay Service **Tel:** 133 677 (TTY) 1300 555 727 (speech relay) **www:** relayservice.com.au

N 81 152 433 900

City of Melville

ALTERNATIVE MOTION
Submitted in accordance with the
City of Melville Local Government (Meeting Procedures) Local Law 2022

Please complete the sections in blue (use F11 to navigate quickly between fields) and upload your motion via the portal or email to Governance.Team@melville.wa.gov.au

Presented to	Ordinary Meeting of Council to be held 17 March 2026
Related to Item	E26/92 Response to Notice of Motion - Additional Green Waste Bins
Submitted by	Cr N Robins
Attachments	Nil.

ALTERNATIVE MOTION (WITH NOTICE)

That the Council requests the CEO to:

1. **Conduct a 12-month trial offering one additional FOGO bin per household to residents upon request, up to a maximum of 500 bins in the first year, with the bins to be delivered when requested and stored by the resident for the entire trial period; and**
2. **Provide a report at the conclusion of the trial outlining participation, costs, operational impacts, and recommendations for future service provision**

REASONS FOR THE MOTION

1. Residents cleaning up debris from City-managed trees currently bear an unfair financial burden if their existing FOGO bin does not provide sufficient capacity. These residents should not be penalised for appropriately managing material that originates from public trees.
2. The City previously provided verge-side bags to support residents with tree debris, and this service was discontinued. Providing an additional FOGO bin on request is a practical and equitable replacement service.
3. The City has an obligation to support correct disposal of organic material by giving residents adequate capacity, especially after storm events or seasonal shedding.
4. A trial is a low-risk, low-cost method to assess genuine community demand and operational impacts before committing to long-term policy changes.
5. Storage by residents will limit the cost to the upfront purchase cost of $40 per bin and the delivery costs only. Administration costs will also be limited to actioning requests, with no requirement to monitor and organise pick up and storage when there are seasonal changes.

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Telecommunications Facilities and Communications Equipment

This document outlines the assessment criteria for telecommunications facilities and communications equipment in the City of Melville.

If you are searching for general information in relation to planning requirements, please refer to the Planning Services page of our website https://www.melvillecity.com.au/ or alternatively you can speak to one of our planning officers either on the phone 9364 0666 or in person at 10 Almondbury Road, Booragoon during business hours, 8.30am – 5.00 pm Monday to Friday.

Policy Type: Local Planning Policy **Policy Owner: Director Urban Planning**	**Policy No. LPP1.7** **Last Review Date: ~~20 September 2016~~To be completed following Council endorsement**

Citation

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) and the City of Melville Local Planning Scheme No. 6 (LPS No. 6). This Local Planning Policy may be cited as Local Planning Policy No. 1.7 – Telecommunications Facilities and Communications Equipment (LPP 1.7).

Policy Purpose

It is recognised that there is a need for telecommunications and communications infrastructure and equipment to be located within the City, as such installations contribute to the State and national network of communications infrastructure, the existence of which supports residents and businesses of the City in their need to access quality and reliable telecommunications systems and facilities.

Whilst the City recognises the need to respond in a positive and responsible way to applications for telecommunications development, the adverse impacts that such development proposals can have must be managed to ensure that the visual character of the City is not undermined. The management of these potentially adverse impacts is therefore the overriding aim of this Policy.

The Policy should be read in conjunction with the Western Australian Planning Commission (WAPC) Statement of Planning Policy 5.2 "Telecommunications Infrastructure", and the "Guidelines for the Location, Siting and Design of Telecommunications Infrastructure" (March 2004). Collectively, these three documents provide a comprehensive policy framework against which all applications for telecommunications development within the City of Melville will be measured and assessed.

Policy Objectives

The objectives of this policy are as follows:

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- To promote the orderly and proper development of land by outlining suitable provisions relating to the location and design of Telecommunications facilities and Communications equipment that are not classified within legislation as low-impact facilities;

- To provide development standards to address the visual amenity impacts relating to the location of Telecommunications Facilities and Communications Equipment; and

- To provide additional ~~Deemed-to-Comply Development~~development assessment provisions for the assessment of proposals for the installation of communications equipment to residential properties, as governed by the provisions of the Residential Design Codes of Western Australia.
- To provide guidance for members of the public and applicants against which applications for telecommunications and communications development will be assessed by the City of Melville.

~~The main purpose of this Policy is to provide additional guidance for members of the public and applicants against which applications for telecommunications and communications development will be assessed by the City of Melville.~~

~~It is recognised that there is a need for telecommunications and communications infrastructure and equipment to be located within the City, as such installations contribute to the State and national network of communications infrastructure, the existence of which supports residents and businesses of the City in their need to access quality and reliable telecommunications systems and facilities.~~

~~Whilst the City recognises the need to respond in a positive and responsible way to applications for telecommunications development, the adverse impacts that such development proposals can have must be managed to ensure that the visual character of the City is not undermined. The management of these potentially adverse impacts is therefore the overriding aim of this Policy.~~

~~The Policy should be read in conjunction with the Western Australian Planning Commission (WAPC) Statement of Planning Policy 5.2 "Telecommunications Infrastructure", and the "Guidelines for the Location, Siting and Design of Telecommunications Infrastructure" (March 2004). Collectively, these three documents provide a comprehensive policy framework against which all applications for telecommunications development within the City of Melville will be measured and assessed.~~

~~Policy Objectives~~

~~The objectives of this policy are:~~

- ~~To promote the orderly and proper development of land by outlining suitable provisions relating to the location and design of Telecommunications facilities and Communications equipment that are not classified within legislation as low-impact facilities;~~

- ~~To provide development standards to address the visual amenity impacts relating to the location of Telecommunications Facilities and Communications Equipment; and~~

- ~~To provide additional Deemed-to-Comply Development provisions for the assessment of proposals for the installation of communications equipment to residential properties, as governed by the provisions of the Residential Design Codes of Western Australia.~~

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Policy Scope

Under the *Telecommunications Act 1997,* the installation of low-impact facilities, as defined by the Telecommunications (Low Impact Facilities) Determination 1997 (and its subsequent amendments) are exempt from the requirement to obtain planning approval when installed by a Carrier.

~~The provisions of this policy therefore apply to the installation of Telecommunications facilities and Communications equipment throughout the City of Melville, other than those that are specifically exempt under the *Telecommunications Act 1997*, except in respect to informing Elected Members of all notifications from telecommunications providers, and requesting that telecommunications providers advise affected adjoining and adjacent landowners and occupiers of the intended facility where the proposed works will result in an increase in the physical presence of the low impact facility.~~

The provisions of this policy therefore apply to the installation of telecommunications facilities which are not exempt under the *Telecommunications Act 1997.* For exempt facilities, the City will inform elected members of all notifications from telecommunications providers and request that telecommunications providers advise affected adjoining and adjacent landowners and occupirrs of the intended facilities where these works will result in an increase in the physical presence of the low impact facility.

Clauses 5.4.4 (Part B) and 2.5 (Part C) of the Residential Design Codes (R-Codes) Volume 1 provide assessment criteria with respect to the installation of incidental external fixtures and features, including communications equipment, on residential properties. Clause 3.2.3a of the R-Codes allows Councils to modify clauses 5.4.4 (Part B) and 2.5 (Part C). With respect to development proposals subject to R-Codes Volume 2 – Apartments, the clauses relating to utilities and external fixtures cannot be modified without WAPC approval, as such these elements are not superseded by this policy.

~~Clause 5.4.4 and 6.4.5 of the Residential Design Codes (R-Codes) provides assessment criteria with respect to the installation of incidental external fixtures and features, including communications equipment, on residential properties. Clause 7.3.1 of the R-Codes allows Councils to vary Clause 5.4.4 and 6.4.5.~~

Definitions / Abbreviations Used In Policy

Telecommunications infrastructure - includes any part of the infrastructure of a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network.

Communications equipment - includes satellite dishes, television antennas, citizen band antennas, microwave antennas and other equipment and structures used to transmit or receive television and radio signals.

Regulations	Planning and Development (Local Planning Schemes) Regulations 2015
R-Codes	The Residential Design Codes

City of Melville

Policy Statement

Telecommunications Facilities

1 Within the City of Melville, the preferred location for new and/or additional Telecommunications infrastructure is at existing telecommunications sites, where infrastructure can be added to existing installations with little or no additional impact.

2 Where co-location is demonstrated not to be possible, new Telecommunications infrastructure must satisfy the following criteria:

- Be located within the Centre, Mixed Use, Service Commercial, Light Industry, Private clubs institutions and places of worship and Urban development zones or on land reserved under the provisions of the City of Melville Local Planning Scheme No 6, or Parks and Recreation under the provisions of the Metropolitan Region Scheme (MRS) (refer to Land Reserved under the MRS section below);
- Where located within ~~proximity to~~200m of residential properties and other sensitive land uses, such as schools and child day care facilities, care must be taken to ensure facilities are well designed, and sited to minimise visual impact;
- Be integrated with the building it is attached to rather than free-standing or be designed to have a minimal impact on the streetscape and surrounding properties;
- Be constructed using non-reflective materials of a colour that is compatible to the building it is attached to, or the surrounding area within which it is located;
- Be located so to not have any significant adverse impacts on the visual character and amenity of areas of natural conservation value, places of heritage significance, prominent landscape features and significant views; and
- Be designed in such a manner as to permit the future co-location of other providers.
- If located within a building, the building is designed to minimise blank walls and be treated with anti-graffiti coating.

Land Reserved under the MRS

3 The City accepts that in order to provide uninterrupted service coverage throughout the broader area, Telecommunications operators may seek approval to locate within areas of significant local natural conservation value.

There are a number of such areas within the City of Melville, including the Swan and Canning River Foreshore areas (including Deep Water Point, Blackwall Reach, and Point Walter) Point Walter and Melville Glades Golf Clubs, Wireless Hill Park, and the Piney Lakes Reserve.

Within such areas there will be a presumption against telecommunications development unless it can be demonstrated that there will be no adverse impact on the landscape character or visual amenity of the area.

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In practice these areas are reserved under the provisions of the MRS, and as such the jurisdiction for the determination of applications for telecommunications development within them rests with the WAPC.

In considering applications for such development, the views of the City are however sought by the WAPC, and unless the City is satisfied that development can take place without detriment to the special landscape character or natural conservation value that the area has to offer, then the application will be recommended for refusal.

This stance is consistent with advice contained within the State Governments "Guidelines for the Location, Siting and Design of Telecommunications Infrastructure" which states that telecommunication facilities that are visually intrusive should not be located within areas of particular environmental significance such as foreshores. The Guidance also states that telecommunications installations should not be located such that they are prominently visible from significant vantage points including tourist routes, lookouts, and recreation sites. This is necessary, it states, in order that the amenity and environmental value of such areas is preserved.

Within the City of Melville, the areas reserved under the MRS comprise important strategic open spaces. They provide an amenity to both residents and visitors of the City which should not be undermined. For that reason, proposals for telecommunications development in such areas will be the subject of considerable scrutiny.

Within Wireless Hill Park, the introduction of new and/or additional telecommunications infrastructure must be justified in the context of this Policy. Wireless Hill Park has particular heritage value in that it was home to one of Australia's earliest telecommunications stations. As such, whilst the siting of modern telecommunications equipment is seen to be consistent in principle with the Parks historic standing as home to telecommunications infrastructure, the fact that the Park has developed into one of Perth's most significant and beautiful reserves, coupled with its heritage value which must be preserved, means that proposals for new or additional equipment will be closely scrutinised. Where development proposals are considered to detract from the particular heritage value of the Park and its environs, the City will recommend that they are refused.

Communications Facilities

4 Television aerials of standard design, in keeping with the area are permitted as of right.

5 Antennae, satellite dishes and the like not visible from the street.

6 Communications equipment located on **residential** properties that do not satisfy 4 and 5 above are to satisfy the relevant Design Principles ~~5.4.4~~5.4.4 P4.1 and P4.2 ~~or 6.4.5~~ 2.5 P2.5.1 and P2.5.2 ~~of the R-Codes. where relevant.~~

7 Communications equipment located on **non-residential** properties which do not satisfy 4 or 5 above are to be located as follows:

- Not to project more than 1m above the overall height of the building;

- Of similar colour to the roof or background materials;
- Where the property adjoins a residential property, the equipment must not project more than 3m above ground level or be screened from view; and
- No more than two communications structures associated with any building.
- With measures such as surface mounting, concealment, colour coordination, camouflage and landscaping in relation to equipment and cables.

Decommissioning

8 When existing telecommunications sites or equipment are no longer required, the sites or equipment must be decommissioned, facilities removed and site reinstated to its original condition or the building 'made good' if previously attached to a building.

Application Requirements

9 In accordance with the requirements of Clause 5.3 of Statement of Planning Policy 5.2 "Telecommunications Infrastructure", all applications for telecommunications development must be accompanied by:

- A site plan at a scale of 1:100 or 1:200 indicating the location of the proposed facility in relation to any existing buildings and the lot boundaries;
- Graphic illustrations including photomontages or photographic perspectives to show the type of facility proposed and its relationship with adjacent development;
- Elevation plans to show the extent, height, and appearance of the proposed facility;
- Details of the materials proposed to be used, including their colour;
- Any screening or fencing proposed;
- Details of any external lighting;
- Landscaping proposals, including details of any existing landscaping proposed to be removed;
- A written submission outlining the following:

  (a) Technical justification to demonstrate the need for the facility in terms of service coverage, why the particular installation is required, and how the facility will relate to the existing and proposed network of telecommunications infrastructure;

  (b) The site selection process followed, including details of the search area investigated;

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(c) Details of any pre-application consultation;

(d) The maximum power output of the facility including radiofrequency electromagnetic energy levels in accordance with the Industry Code for the Deployment of Radio Communications Infrastructure 2002;

(e) The availability of all existing structures (not only those owned by the company making the application) which may be suitable to accommodate the proposed infrastructure;

(f) Whether the design allows for the future co-location of other service providers;

(g) A landscape and /or visual impact assessment ~~(if considered appropriate)~~; and

(h) Any other information deemed necessary in order that an accurate assessment and determination can be made.

- ~~In instances where the City considers the proposal may have the potential to result in significant adverse impacts upon the amenity of surrounding residents, the City will require the installation of a temporary structure on the site for an agreed period during the formal public consultation period, to indicate the proposed height of the telecommunications facility or communications equipment.~~

Advertising Requirements

10 Telecommunications Facilities

(a) All applications for the installation of Telecommunication infrastructure which require determination under the City's Local Planning Scheme No. 6 are to be advertised to affected adjoining and adjacent landowners in accordance with the provisions of the Regulations and the City's Local Planning Policy 1.1 – Planning Processes and Decision Making.

~~(b) When a notification is received for an exempt facility under Commonwealth law, which details works which will result in an increase in the physical presence of the facility, the City shall request the relevant telecommunications provider advise adjoining landowners and occupiers of their intended installation, in accordance with the provisions of Local Planning Policy 1.1Planning Process and Decision Making.~~

11 Communications Facilities

Where applications for the installation of Communications equipment under the City's Local Planning Scheme No. 6 do not satisfy Clause~~s~~ (3) ~~and (4) above~~, they are to be advertised to adjoining and adjacent landowners in accordance with the provisions of Local Planning Policy 1.1 – Planning Process and Decision Making.

12 Notification to Elected Members~~Councilors~~

Notification of all applications for telecommunication installations (including exempt applications) will, be brought to the attention of Elected Members via the Elected Members Bulletin.

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References that may be applicable to this Policy

Legislative Requirements:	Planning and Development Act 2005 Telecommunications Act 1997 Planning and Development (Local Planning Schemes) Regulations 2015
Procedure, Process Maps, Work Instructions:	Planning Application Directorate Procedure
Other Plans, Frameworks, Documents Applicable to Policy:	Local Planning Scheme No. 6 Residential Design Codes of Western Australia LPP1.1: Planning Process and Decision Making
Delegated Authority No:	DA-020: Planning and Related Matters

ORIGIN/AUTHORITY		**Item No.**
Ordinary Meeting of Council	19/07/2011	P11/3225
Reviews		
Ordinary Meeting of Council	18/03/2014	P14/3475
Ordinary Meeting of Council	15/09/2015	P15/3657
Ordinary Meeting of Council	20/09/2016	P16/3718

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Amenity

This document outlines the assessment of amenity impacts for proposed development in the City of Melville. This policy is applicable to residential, commercial and mixed use developments within the City of Melville.

If you are searching for general information in relation to planning requirements, please refer to the Planning Services page of our website https://www.melvillecity.com.au/ or alternatively you can speak to one of our planning officers either on the phone, 9364 066 or in person at 10 Almondbury Road, Booragoon during business hours, 8.30am – 5:00pm Monday to Friday

Policy Type: Local Planning Policy **Policy Owner: Director Urban Planning**	**Policy No. LPP1.10** **Last Review Date: TBC**

Citation

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) and the City of Melville Local Planning Scheme No. 6 (LPS No.6). This Local Planning Policy may be cited as Local Planning Policy No. 1.10 – Amenity (LPP1.10).

Policy Objectives

The objectives of this policy are:

- To ensure that when new development is proposed, due consideration is given to the preservation of reasonable amenity for occupiers of adjoining properties and the surrounding area;
- To provide guidance on discretionary land uses within the residential zone where there is greater likelihood of amenity impact;
- To provide guidance in the consideration of amenity impacts arising from proposals seeking a performance assessment under the R-Codes; and
- To provide assistance in the consideration of all planning applications against the amenity provisions contained within the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations).

Policy Scope

When dealing with Development Applications, the assessment undertaken must have regard to the potential amenity impacts that may result from the development proposed.

In this context, and in respect of residential developments, the Design Principles and the Element Objectives cited throughout the R-Codes promote the need to consider amenity in relation to the impacts that may result from development.

The Regulations also includes general consideration of amenity which all development applications must be assessed against prior to any approval being issued.

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Definitions / Abbreviations Used In Policy

Amenity for the purposes of this policy is defined as follows:

Means all those factors which combine to form the character of an area and include the present and likely future amenity.

LPS6	City of Melville Local Planning Scheme No. 6
R-Codes	Residential Design Codes Volume 1 and Volume 2
Regulations	Planning and Development (Local Planning Schemes) Regulations 2015
Amenity	As per the Planning and Development (Local Planning Schemes) Regulations 2015 which states as follows: *means all those factors which combine to form the character of an area and include the present and likely future amenity;*

Policy Statement

1 Amenity Impact Statements

1.1 Where a proposal does not satisfy the provisions of LPS6, Local Planning Policies, the Deemed-to-Comply provisions or Acceptable Outcomes of the R-Codes, the decision maker is required to exercise judgement in undertaking a performance assessment to determine whether the proposal is acceptable taking into account the objectives and provisions of LPS6, the objectives and provisions of R-Codes, the objectives and provisions of Council policies and orderly and proper planning.

1.2 In relation to Single Houses and Grouped Dwellings, the R-Codes requires that a written justification be submitted where assessment against one or more of the R-Code Design Principles is required or sought. In addition, where a development proposal includes variations to the provisions contained in LPS6 and Local Planning Policies, a similar written justification may be required. This written justification would be in the form of an Amenity Impact Statement.

In relation to apartment development, a design statement of how the proposal meets the objectives of the R-Codes would be necessary.

1.3 In addition to the above, where a proposal satisfies the relevant provisions contained within LPS6, the R-Codes and Local Planning Policy, the City may still require the submission of an Amenity Impact Statement where it is considered that the proposal has the potential to result in significant impacts upon the amenity of an adjoining property or the surrounding locality. Applicants will be advised of their obligations in respect of the latter on a case by case basis, taking into consideration the individual merits of development being proposed.

1.4 Amenity Impact Statements must:

(a) Incorporate a context analysis for the locality prepared by a suitably qualified and/or experienced planning, architectural or urban design professional.
  (i) For residential development, this is to be undertaken in accordance with the requirements of the R-Codes.

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(ii) For non-residential and other residential development (such as aged care or student accommodation), the context analysis is to be based upon the adopted local planning framework for the locality.

(iii) For non-residential and other residential development (such as aged care or student accommodation) within the residential zone, the context analysis is to be based on the residential character of the area including (but not limited to) the expected noise and traffic levels which could be expected within a residential area – not just compliance with the Environmental Protection (Nosie) Regulations 1997 and capacity of the local road network;

(b) Demonstrate how the proposed development satisfies the performance criteria of the R-Codes or objectives of LPS6, Local Planning Strategy and relevant local planning policies;

(c) Demonstrate that consideration has been given in the design of the development to the impact on the amenity of adjacent properties and/or the locality; and

(d) Outline the measures that are proposed to be employed to remove or mitigate any adverse impacts that might result from the development. Consideration must be given to both residential and visual amenity impacts.

1.5 An Amenity Impact Statement may be supported by illustrative information including photographs, photo montages, sketches and models.

2 Assessment of Amenity

2.1 In considering what is amenity to understand the impact of a proposal, it is important to capture the existing development and land use context of an area to determine likely impact of a change. Whilst noting that the legal definition of amenity is broad, there is significant case law which may be of assistance in the assessment of the proposal in addition to the below.

2.2 In considering the impact of a proposed development on the amenity of an adjoining property and/or the surrounding locality, the City may have regard to any factor relevant to the amenity of the adjoining property and/or the surrounding locality and the impact of the proposed development upon that amenity including but not limited to:

- Access to daylight and ventilation to major openings;
- Access to direct sunlight and ventilation to outdoor living areas;
- The sense of confinement resulting from cumulative building bulk;
- The location of existing trees and vegetation;
- Access to views of significance;
- The difference in ground levels between the sites;
- Articulation of the elevations in terms of varied setbacks, design features, building materials and treatments;
- Impact upon the existing streetscape;
- Degree to which the development reflects the scale of the existing built form within the streetscape;
- The amount of open space around buildings;
- The design and external appearance, including exterior cladding of any new building or addition and its effect on the amenity of existing buildings and the area generally;
- Any other site specific characteristics on the adjoining properties or within the surrounding area;

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- The future likely land uses and development that the planning frameworks applicable permit and/or encourage; and
- Any other relevant aspects of the character of the adjoining property and/or the surrounding area (as the case may be) that may be affected by the proposed development.

3 Design Review Group

3.1 Where a proposal is considered to have the potential to result in a significant adverse impact upon the adjoining properties or locality, the City may refer the application and amenity impact statement to the City's Design Review Panel for consideration.

3.2 The consideration of the application by the City's Design Review Group will be undertaken in accordance with the City's Design Review policy

References that may be applicable to this Policy

Legislative Requirements:	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015
Procedure, Process Maps, Work Instructions:	Planning Application Directorate Procedure
Other Plans, Frameworks, Documents Applicable to Policy:	Local Planning Scheme No.6 Residential Design Codes Volume 1 and Residential Design Codes Volume 2 - Apartments
Delegated Authority No:	DA-020: Planning and Related Matters

ORIGIN/AUTHORITY		**Item No.**
Ordinary Meeting of Council	20/09/11	P11/3246
REVIEWS		
Ordinary Meeting of Council	18/03/14	P14/3471
Ordinary Meeting of Council	20/05/14	P14/3497
Ordinary Meeting of Council	20/09/16	P16/3718
Administrative Review (Council Resolution 18/6/2019)	6/8/2019	

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Exhibition ~~/~~and Display Homes

This document outlines the assessment of exhibition and display homes in the City of Melville. This policy is applicable to residential, commercial and mixed use developments within the City of Melville.

If you are searching for general information in relation to planning requirements, please refer to the Planning Services page of our website https://www.melvillecity.com.au/ or alternatively you can speak to one of our planning officers either on the phone, 9364 066 or in person at 10 Almondbury Road, Booragoon during business hours, 8.30am – 5:00pm Monday to Friday

Policy Type: Local Planning Policy **Policy Owner: Director Urban Planning**	**Policy No. LPP 3.3** **Last Review Date: TBC**

Citation

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) and the City of Melville Local Planning Scheme No. 6 (LPS ~~No.~~6). This Local Planning Policy may be cited as Local Planning Policy No. 3.3 – Exhibition ~~/Display~~and Display Homes (LPP3.~~5~~3).

Policy Objectives

To address specific standards and controls for the development of exhibition/display home(s).

Policy Scope

An Exhibition or Display Home is not listed as a land use within the City's LPS6 and therefore is required to be assessed as a Use Not Listed as per the procedures within LPS6 and the Regulations.

This policy provides guidance as to the appropriateness of this land use as well as the operational and built form considerations in the development assessment.

This policy does not apply to sales suites but rather built form which is intended for future permanent residential use.

Definitions / Abbreviations Used in Policy

For the purposes of this policy an Exhibition / Display Home is defined generally as follows:

A building which is has been designed for future permanent residential use such as a single house, grouped dwelling or multiple dwelling and used for initial display period for viewing by potential home builders/ apartment purchasers.

LPS6 City of Melville Local Planning Scheme No. 6
R-Codes Residential Design Codes Volume 1 and Volume 2 (as applicable)

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Regulations Planning and Development (Local Planning Schemes) Regulations 2015

Policy Statement

1 Assessment criteria

The Council will permit the establishment of a single residential dwelling~~home~~ or a group of ~~homes~~ dwellings as exhibition or ~~/~~display home~~/~~s where:

1.1 Parking

Parking is to be provided as follows:

i) For up to three exhibition/display homes, no off street parking is required beyond the requirements of ~~State Planning Policy 7.3~~the Residential Design Codes ~~Volume 1~~.

ii) For more than three exhibition/display homes, one lot should be set aside for parking. In such cases, landscaping will be required to soften the appearance of the parking area from the street.

1.2 Fencing

Fencing is to be of usual residential standards and satisfy the requirements of Local Planning Policy LPP3.1 Residential Development and the Residential Design Codes of WA. A front 1.8m wire fence will be permitted, provided no barbed wire is included.

1.3 Flood Lighting

Security lighting may be provided as follows:

i) Maximum wattage - 400 watts.

ii) Lights shall be preferably ground-mounted but standard mountings up to 4m high may be approved in specific instances.

iii) Distance between mountings – 15m minimum.

iv) Maximum number per lot - four.

v) A time clock to be included in the lighting circuit to ensure that floodlights are extinguished no later than 10.15 pm and remain off overnight.~~-~~

vi) All ~~luminaries~~ lighting to be orientated and hooded so the light source is not directly visible to the travelling public or abutting premises.

1.4 Signage

Any signage proposed to be displayed on site is to be included as part of the development application and assessed in accordance with the City's Outdoor Advertisements and Signage Policy (LPP 2.2).

2 Approval Period

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2.1 The period of operation of the Exhibition/Display Home is to be 24 months from the issue of approval.

2.2 An extension to the approval period can be granted where the Exhibition/Display Home results in no significant adverse impact upon the amenity of the surrounding properties.

2.3 At the expiration of the approved period, the dwelling is to revert to Residential and all advertising signs and equipment are to be removed regardless of whether the houses have been sold. The only sign to be permitted is a normal real estate ~~"FOR SALE" notices~~signage in accordance with the City's Outdoor Advertisements and Signage Policy (LPP 2.2).

3 Advertising

3.1 ~~The owners of the lots adjoining the proposed exhibition/display home(s) are to be advised of the proposal.~~Advertising of the proposed use is to be undertaken in accordance with the minimum public consultation requirements specified in LPS 6, the Regulations and LPP 1.1. ~~for Standard Non-Residential Development in accordance with the City's Planning Process and Decision Making Policy (LPP 1.1).~~

~~3.2 Display home proposals which satisfy the criteria of 'complex' development in accordance with LPP 1.1 shall be advertised in accordance with the complex development requirements of LPP 1.1.~~

References that may be applicable to this Policy

Legislative Requirements:	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 ~~State Planning Policy 7.3~~ Residential Design Codes Volume 1 and Residential Design Codes Volume 2 – Apartments Local Planning Scheme No. 6
Procedure, Process Maps, Work Instructions:	Planning Application Directorate Procedure
Other Plans, Frameworks, Documents Applicable to Policy:	LPP3.1 Residential Development
Delegated Authority No:	DA-020: Planning and Related Matters

ORIGIN/AUTHORITY		**Item No.**
Planning and Development Services Committee	22/04/92	
Reviews		
Special Planning and Development Services Committee	27/06/00	P00/1004
Ordinary Meeting of Council	16/04/13	P13/3378
Ordinary Meeting of Council	18/08/15	P15/3649
Ordinary Meeting of Council	20/09/2016	P16/3718
Administrative Review (Council Resolution 18/6/19)	27/8/19	

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Design Review

This document outlines the operation of the City of Melville Design Review Group.

If you are searching for general information in relation to planning requirements, please refer to the Planning Services page of our website https://www.melvillecity.com.au/ or alternatively you van speak to one of our planning officers either on the phone 9364 0666 or in person at 10 Almondbury Road, Booragoon during business hours, 8.30am – 5.00 pm Monday to Friday.

Policy Type: Local Planning Policy **Policy Owner: Director Urban Planning**	**Policy No. LPP1.2** **Last Review Date: TBD**

Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) and the City of Melville Local Planning Scheme No. 6 (LPS No. 6). This Local Planning Policy may be cited as Local Planning Policy No. 1.2 – Design Review (LPP 1.2).

Introduction

The purpose of this policy is to establish a clear and consistent framework for the operation of the City of Melville Design Review Group. The policy seeks to ensure that design review is undertaken in a transparent, accountable and timely manner, providing high-quality, independent and expert advice on the design quality of development proposals.

Design review is a measure supporting the implementation of State Planning Policy 7.0 – Design of the Built Environment (SPP 7.0). Design review is an evaluation process that raises the design quality of development proposals and planning instruments which deal with built form. Design review is conducted by a panel of trained, multi-disciplinary specialist and brings additional insight to each proposal to ensure alignment with SPP 7.0. Design review benefits developers and design teams in offering expert feedback and fresh perspectives in design development, which are valuable for complex or unique proposals. It also benefits assessors and decision makers in providing robust and independent professional insights on the design quality that aid in assessing proposals and making balanced, informed decisions. Design review has been demonstrated to enhance community spaces, and ensure major development leaves a positive legacy for the community compared to proposals which have not gone through this process.

Policy Objectives

To ensure the administration of the City of Melville Design ReviewGroup (DRG) is aligned with the process outlined by the State Government Local Government Design Review Manual to set up and operate design review processes

To augment the provisions of the Local Design Review Guide where required.

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Policy Scope and Application

The Design Review Group is to:

- Provide independent expert advice on certain development proposals and other planning instruments against the 10 Design Principles within SPP 7.0
- Provide, through the Chairperson, independent, impartial, expert advice on design quality which will be provided to proponents, decision-makers and the community in a formal written report and recommendation against the 10 Design Principles of *State Planning Policy 7.0 – Design of the Built Environment*.
- Adhere to the requirements of this Local Planning Policy, the associated Terms of Reference and the City's Code of Conduct.

This policy applies to the role and function of the City of Melville Design Review Group and the Canning Bridge Design Review Group for sites within the City of Melville. The Design Review Group is an advisory body only and not a decision maker. Design Review is not a development or planning assessment, and the advice that comes from Desing review is not binding in the planning process.

Definitions and Abbreviations

Chair
The design review panel member appointed as Chair. They will usually be the Session Chair for a project review unless they are unavailable or have a conflict of interest.

Deputy Chair

One to two design review panel members appointed as Deputy Chairs. They can be the Session Chair for a project review depending on availability, conflicts and expertise.

Design Advice

Professional advice provided by an appropriately qualified individual typically relating to a specific design element of a proposal.

Design Review

A process of review conducted by a multi-disciplinary panel of qualified professionals established by a regulatory authority and typically addresses an entire proposal rather than specific elements.

DRG

Design Review Group

Design Review Group Pool

A discrete selection of panel members identified to provide design review services the City's Design Review Group.

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Minutes

Administrative minutes capture details of the design review session including attendance, apologies, meeting time and duration. Design Review Report: A record of the Panel's critique and advice against the SPP 7.0 Ten Design Principles. It is not a verbatim record of the design review session.

Session Chair

A Chair or Deputy Chair who will chair a design review session for a specific project. The Session Chair should remain the same for all reviews of a project unless completely unavoidable.

SPP 7.0

State Planning Policy 7.0 – Design of the Built Environment

Terms of Reference

An associated document outlining the administration and operational requirements of the City's Design Review Group.

Policy Requirements

1 Status of the Design Review Group:

1.1 Design Review Group (DRP) members either collectively or individually are not authorised to speak on behalf of the City or provide comment to the media in respect of any item under consideration.

2 Membership:

2.1 The DRG will comprise a maximum of ten members including:

- Six essential members in Architecture, Landscape architecture and Urban design
- One heritage architecture specialist (ideally with aboriginal cultural heritage expertise as well);
- One sustainability / environmental specialist (including environmental design, systems ecology, urban water expertise); and
- One community representative (with preference for this representative to have design or specialist expertise).

Additional specialist members may be considered in the following fields:

- Accessibility and universal design;
- Transport planning;
- Public art; and
- Civil, structure and services engineering.

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2.2 Of the above, there will be preference for positions to be made up of local residents to ensure appropriate community representation and consideration, with at least one member of each panel to be a resident. Each meeting is required to have at least one member as a local resident. Appointed by Council to fulfill the requirements outlined in this Policy and the City's Terms of Reference. The term of appointment of a Panel Member will be for a maximum of two years. Temporary extension of the term may be approved by the Chief Executive Officer.

2.3 The Chief Executive Officer may terminate the appointment of a Panel member prior to expiry of their term if it is considered that the member is not providing a positive contribution to the intended function of the Panel or if the member has not demonstrated a satisfactory level of attendance at Panel meetings.

2.4 Where a project requires specific design expertise which is not available on the nominated panel or where conflicts of interest prevent the City from achieving a quorum of panel members in respect of a specific matter, the City reserves the right to appoint a member from the State Design Review Panel for the duration of that project.

2.5 In appointing the Panel, the City will seek to ensure one of the professional members is a City of Melville resident or ratepayer to provide local input into designs.

2.6 In the event that a pool member resigns their membership, has their appointment terminated, or is unable to continue to serve due to other unforeseen circumstances prior to the expiry of their term of office, the City of Melville may appoint a replacement pool member with equivalent qualifications and expertise to serve for the remainder of the original member's term of appointment.

3 Referral Requirements:

3.1 Development applications for Complex Development as defined by Local Planning Policy 1.1 Planning Process and Decision Making will be referred to the DRG.

3.2 Non-major development may be referred to the DRG for review at the discretion of the City such as:

- Multiple and grouped dwelling developments comprising 10 or more units/tenancies (dwellings and/or commercial).
- Development that is three or more storeys in height.
- Development of a property on the State Register of Heritage Places or a Local Government Heritage List established under the Local Planning Scheme unless the proposal is for Single House Development or other minor additions.
- Substantial development within centre zones.
- Major works undertaken by the local government.

3.3 Structure plans, activity centre plans, planning strategies, local planning policies, local development plans, precinct plans, design guidelines or amendments to the City's Local Planning Scheme No. 6 or any other matter relating to design of buildings and places may be referred to the DRP.

3.4 The below development types are excluded from design review group consideration:

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- Single houses
- Two to nine unit grouped dwellings
- Child care centres within the residential zone
- Warehouses
- Industrial buildings
- Public works undertaken by a public authority other than the local government
- Projects eligible for referral to the State Design Review Panel or any other design review panel.

4 Operations

4.1 DRG meetings will generally follow the meeting procedures, roles and responsibilities outlined in the City's Design Review Group Terms of Reference unless otherwise modified in this policy.

4.2 A DRG meeting cannot proceed unless a quorum comprising a minimum of three panel members is in attendance.

4.3 Notes of the DRG meeting should be maintained and reported in accordance with the City's Design Review Group Terms of Reference.

4.4 The DRG will examine design elements of development applications and other planning proposals having regard to the statutory environment of the particular proposal. The DRG will ensure the proposed design meet the City's published policies including the provisions of the City's Local Planning Scheme No. 6, the Residential Design Codes Volume 1 and 2 and relevant Local and State Planning Policies. The DRG will also place an appropriate emphasis on the need for proposed designs to be environmentally sustainable.

4.5 The number of reviews required will depend on the complexity of the proposal and the quality of the initial design/proposal. However, two to three design review sessions are generally recommended.

4.6 The first design review should occur during concept design stage, enabling proponents to benefit from advice while the design is still flexible enough to accommodate changes. Subsequent review scheduling will be based on the time required to respond to feedback. The final review will usually be undertaken after lodgement of the application and informs the statutory assessment and decision-making processes.

4.7 For amendments and minor changes following initial reviews and lodgement of a development application, the DRG chair may provide design advice in lieu of a full design review group meeting.

5 Code of Conduct:

5.1 Each member of the DRG is required to observe the City of Melville Code of Conduct.

6 Conflict of Interest

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6.1 Where a member of the DRG has a financial interest (as defined by the *Local Government Act 1995*) in a matter to be considered by the DRG, the member must disclose the interest to the convenor of the meeting (in writing) and must not participate in or be present during any discussion on the matter.

6.2 Where a member of the DRG has an impartiality interest in a matter to be considered by the DRG (an interest that could, or could reasonably be perceived to adversely affect the impartiality of the person having the interest arising from kinship, friendship or membership of an association), the member must disclose the nature of the interest to the convenor of the meeting, prior to any discussion on the matter. This extends to recent professional associations (i.e. engaged by the developer for other past projects).

6.3 As there are also DRG members who may have proximity interest if they are also residents within the City of Melville – this should also be disclosed to the City prior to any discussion on the matter.

7 Confidentiality

7.1 Proceedings of a meeting of the DRG and details of any proposal before the DRG are to remain confidential unless such details are disclosed in an authorised manner by a City officer to the applicable applicant or presented in a recommendation report which is available to the public.

8 Financial

8.1 As per the City's Terms of reference, a sitting fee is payable to each member of the DRG for attendance at the meeting. The sitting fee will be reviewed annually.

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References that may be applicable to this Policy

Legislative Requirements:	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015
Procedure, Process Maps, Work Instructions:	Planning Application Directorate Procedure
Other Plans, Frameworks, Documents Applicable to Policy:	Local Planning Scheme No. 6 State Planning Policy 7.0 Design of the Built Environment Residential Design Codes Volume 1 Residential Design Codes Volume 2 – Apartments Local Government Design Review Manual
Delegated Authority No:	DA-020: Planning and Related Matters

ORIGIN/AUTHORITY		**Item No.**
Development and Neighbourhood Amenity Committee	11/03/03	P03/1001
Reviews		
Ordinary Meeting of Council	20/09/2011	P11/3246
Ordinary Meeting of Council	15/04/2014	P14/3485
Ordinary Meeting of Council	20/09/2016	P16/3718
Ordinary Meeting of Council	17/09/2019	P19/3809
Ordinary Meeting of Council	20/06/2023	UP23/13
<insert once known>		

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City of Melville

Design Review Panel

Policy Type: Local Planning Policy **Policy Owner: Director Planning**	**Policy No. LPP1.2** **Last Review Date: 20 June 2023**

Policy Objectives

To ensure the administration of the City of Melville Design Review Panel (DRP) is consistent with the process outlined by the State Government Design Review Guide - Guidance for local governments (the Design Review Guide) to set up and operate design review processes

To augment the provisions of the Design Review Guide where required.

Policy Scope

The Design Review Panel is to:

- Provide comments and advice on architecture landscape architecture, environmental sustainability and urban design elements of certain development proposals.
- Advise on any other matters relating to architecture urban design, amenity, landscape architecture and environmental sustainability as required.

This policy applies to the role and function of the City of Melville Design Review Panel and the Canning Bridge Design Review Panel for sites within the City of Melville.

Policy Statement

1 Status of the Design Review Panel:

1.1 Panel members either collectively or individually are not authorised to speak on behalf of the City or provide comment to the media in respect of any item under consideration.

2 Membership:

2.1 The Panel will comprise a maximum of up to ten members including:

i. Six design professionals,
ii. One community representative; and,
iii. At least one academic from a field relevant to the built environment.

Appointed by the Chief Executive Officer to fulfill the requirements outlined in this Policy. There is a preference that panel members are residents of the City of Melville.

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2.2 The term of appointment of a Panel Member will be for a maximum of two years. Appointment for additional terms may be approved by the Chief Executive Officer.

2.3 The Chief Executive Officer may terminate the appointment of a Panel member prior to expiry of their term if it is considered that the member is not providing a positive contribution to the intended function of the Panel or if the member has not demonstrated a satisfactory level of attendance at Panel meetings.

2.4 Where a project requires specific design expertise which is not available on the nominated panel or where conflicts of interest prevent the City from achieving a quorum of panel members in respect of a specific matter, the City reserves the right to appoint a member from the State Design Review Panel for the duration of that project.

2.5 In appointing the Panel, the City will seek to ensure one of the professional members is a City of Melville resident or ratepayer to provide local input into designs.

3 Referral Requirements:

3.1 Development applications for Major Development as defined by Local Planning Policy 1.1 Planning Process and Decision Making will be referred to the DRP.

3.2 Non-major development may be referred to the DRP for review at the discretion of the City taking into account the indicative threshold table contained under Clause 7 of the Design Review Guideline.

3.3 Structure plans, activity centre plans, planning strategies, local planning policies, local development plans, precinct plans, design guidelines or amendments to the City's Local Planning Scheme No. 6 or any other matter relating to design of buildings and places may be referred to the DRP.

4 Operations:

4.1 DRP meetings will generally follow the meeting procedures, roles and responsibilities recommended in Clauses 5.10, 6, and the Model Terms of Reference of the Design Review Guide unless otherwise modified in this policy.

4.2 A DRP meeting cannot proceed unless a quorum comprising a minimum of three panel members is in attendance.

4.3 Notes of the DRP meeting should be maintained and reported in accordance with Clause 6.6 of the Design Review Guide.

4.4 The DRP will examine design elements of development applications and other planning proposals having regard to the statutory environment of the particular proposal including the provisions of the City's Local Planning Scheme No. 6, the Residential Design Codes, adopted Structure Plans and relevant Local and State Planning Policies.

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5 Code of Conduct:

5.1 Each member of the Panel is required to observe the City of Melville Code of Conduct.

6 Conflict of Interest:

6.1 Where a member of the DRP has a financial interest (as defined by the *Local Government Act 1995*) in a matter to be considered by the DRP, the member must disclose the interest to the convenor of the meeting (in writing) and must not participate in or be present during any discussion on the matter.

6.2 Where a member of the DRP has an impartiality interest in a matter to be considered by the DRP (an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest arising from kinship, friendship or membership of an association), the member must disclose the nature of the interest to the convenor of the meeting, prior to any discussion on the matter.

7 Confidentiality:

7.1 Proceedings of a meeting of the DRP and details of any proposal before the DRP are to remain confidential unless such details are disclosed in an authorised manner by a City officer to the applicable applicant or presented in a report which is available to the public.

8 Financial:

8.1 As per Clause 5.7 of the Design Review Guide a sitting fee is payable to each member of the DRP for attendance at the meeting. The sitting fee will be reviewed annually.

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References that may be applicable to this Policy

Legislative Requirements:	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015
Procedure, Process Maps, Work Instructions:	Planning Application Directorate Procedure
Other Plans, Frameworks, Documents Applicable to Policy:	Local Planning Scheme No. 6 State Planning Policy 7.0 Design of the Built Environment State Planning Policy 7.3 Residential Design Codes Volume 1 State Planning Policy 7.3 Residential Design Codes Volume 2 – Apartments Design Review Guide - Guidance for local governments to set up and operate design review processes
Delegated Authority No:	DA-020: Planning and Related Matters

ORIGIN/AUTHORITY		**Item No.**
Development and Neighbourhood Amenity Committee	11/03/03	P03/1001

Reviews

Ordinary Meeting of Council	20/09/2011	P11/3246
Ordinary Meeting of Council	15/04/2014	P14/3485
Ordinary Meeting of Council	20/09/2016	P16/3718
Ordinary Meeting of Council	17/09/2019	P19/3809
Ordinary Meeting of Council	20/06/2023	UP23/13

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Melville Design Review Group – Terms of Reference

Purpose

The Melville Design Review Group (MDRG) is to provide independent, expert advice regarding the design quality of development proposals identified in Local Planning Policy 1.2 – Design Review (LPP1.2) and in other circumstances in relation to any major development or other proposal required by the Council or any relevant Local Planning Scheme provision.

Authority, Accountability and Decision Making

Status of Advice

The MDRG is advisory only and does not have a decision-making function. The MDRG advises on the design quality of proposals against the Design Principles in SPP7.0 and supporting State Planning Policies, with reference to the LPP1.2 and policy provisions. The advice is not a planning assessment or a technical or compliance assessment against the Australian Standards or National Construction Codes.

Outside of the design review processes under this Terms of Reference, members of the MDRG are not to provide advice directly to an applicant, landowner, Elected Member or member of the public in respect to any proposal under consideration at a MDRG meeting.

Membership

The M**Error! Bookmark not defined.**DRG is to comprise a pool of experienced, multi-disciplinary built environment professionals with the majority of pool members having demonstrated expertise in effective design review. In addition to professional qualifications and experience, other requirements include:

- the ability to analyse, evaluate and report on complex design issues,
- the ability to work in a multi-disciplinary team, and
- good written and verbal communication and negotiation skills.

Member expertise may include but not be limited to:

- Architecture
- Landscape Architecture
- Urban Design
- Planning
- Heritage
- Sustainability (including environmental design, systems ecology, urban water expertise)
- Accessibility and universal design
- Public and population health
- Transport planning
- Civil, structural and services engineering
- Public art

A person who is currently employed by, or who is an Elected Member of the City of Melville, is not eligible for appointment as a member of the MDRG.

Appointment to the MDRP pool is through an expression of interest process and will usually be for a term of 2 years. Prospective members will be highly regarded within their field and will be endorsed by two professional referees (independent professional peers) who can attest in writing to the suitability of the candidate for membership of the MDRG.

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The City of Melville may terminate the appointment of any member of the pool prior to the expiry of the term of office if it is considered that the member is not providing a positive contribution to the intended function of the MDRG, if the member has not demonstrated a satisfactory level of attendance at meetings, or where there is a breach of the Code of Conduct or other legislative requirements.

In the event that a pool member resigns their membership, has their appointment terminated, or is unable to continue to serve due to other unforeseen circumstances prior to the expiry of their term of office, the City of Melville may appoint a replacement pool member with equivalent qualifications and expertise to serve for the remainder of the original member's term of appointment.

The Council may appoint one or more members as a MDRG Chair or Deputy Chair. Following appointment to the pool but prior to sitting on a MDRG meeting, it is the responsibility of each pool member to ensure they have completed any mandatory training required under the *Local Government Act 1995* (including code of conduct) and any other training identified by the City of Melville and that all conflict of interest requirements (including declaration and management plans) have been identified and provided to the City of Melville as required by the *Local Government Act 1995.*

It is the responsibility of each **Error! Bookmark not defined.**Member to ensure they:

- have a clear understanding of their authority, responsibility and accountability as stated in these Terms of Reference and relevant legislation,
- have the appropriate skills necessary to fulfil their role on the MDRG, and
- maintain the professional development, standards, and requirements of their profession (where required) during the term of their appointment.

A MDRP meeting shall comprise a maximum of 6 members with a Chair and five other panel members (one being a community representative).

A MDRP meeting may not proceed unless a quorum comprising a minimum of 3 members is present.

Design review sessions will be chaired by the MDRG Chair or by a pool member who has been appointed as a Session Chair.

Member Responsibilities

Group Members

All group members should:

- Provide independent, fair and reasonable professional advice relative to the SPP7.0 Design Principles and relevant State and local planning schemes and policies.
- Treat all discussions and information about applications with sensitivity and confidentiality.
- Respond to and comment on material presented, providing clear and constructive feedback.
- When invited to form a group for a project review, disclose any interests to the nominated local government officer and the MDRG Chair preferably prior to the meeting. for the record. Where a pecuniary interest exists, the member is not permitted to participate in any part of the meeting dealing with that item and a replacement pool member may be required.
- Read and ensure that they are familiar with all information provided prior to the session and prepare key points for discussion in advance.
- Request additional information prior to the review session, in accordance with the advised procedures, if required.

Chair and Deputy Chair/s

The appointed MDRG Chair or Session Chair will have extensive experience in design review and facilitation, and a proven ability to draw meaningful conclusions from the collective views expressed. Responsibilities include:

- Liaising with the nominated local government officer about the operation of the Session MDRG including advice regarding additional briefing material or requirements.

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- Welcoming and introducing the Session MRDG members, proponents and any observers present in the meeting.
- Ensuring that the review session agenda is followed.
- Facilitating interactive discussion and participation between Session MRDG members, key local government attendees and proponents.
- Ensuring that discussions remain focused on the project being reviewed and that advice relates to matters covered by the SPP 7.0 Design Principles, and any relevant State and local planning policies and schemes.
- Ensuring consistency of MRDG advice between reviews.
- Verbally summarising the view of the Session MRDG at the conclusion of the meeting
- Managing any dissenting views from MDRG members where they may occur, ensuring there is sound reasoning when a dissenting view is expressed and that it is accurately captured in reporting.
- Reviewing the Design Review Report post meeting in consultation with the City's administration representative, ensuring that the content is in line with the review discussion and the form follows the standardised reporting template
- Briefing decision makers on MDRG advice (if required).

Meetings, Operation and Support

Eligibility for review

Referral to the MDRG will generally be in accordance with the criteria outlined in clause 3 'Referral Requirements' of LPP1.2 unless otherwise referred to the MDRG by the City's Principal Statutory Planner. Items which do not have the City as the responsible authority for assessment and reporting (i.e. MRS, Part 11B and other State Government application types) will not be referred to the MDRG for comment.

Design review sessions and reporting

The City of Melville administration will provide administrative support to manage the scheduling, preparation and coordination, of review sessions. This includes the assessing officer providing briefing to the group in relation to the planning framework applicable and key areas of discretion that may be sought.

Reviews will be based on the 10 Design Principles from SPP 7.0 and undertaken in accordance with the model process outlined in the Local Government Design Review Manual.

Minutes will be taken by the City of Melville staff and then final minutes referred to the Chair for review and ratification. Once confirmation is received, minutes are to be forwarded to the proponent.

Minutes in respect of pre-application and technical matters will not be made publicly available. Minutes from formal internal referrals will be published via the relevant development application reporting process (Council Reports or DAP Reports).

MDRG reports will be as per Appendix 2 within this Term of Reference and be issued within 10 working days of the design review session, unless otherwise advised by the Principal Statutory Planner.

Frequency and timing of meetings

Review sessions will generally be held on a monthly as required basis (first Wednesday of every month) but can be scheduled at the any time in response to urgent matters. Advice of a scheduled review session, the agenda and information associated with each proposal shall be provided to MDRG members one week (7 days) prior to the intended review session date.

Meetings may run for up to three hours and a maximum of three project design reviews will be undertaken at each meeting.

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Remuneration

The members of the MDRG will be paid sitting fees for each meeting attended.

MDRG members are to be paid per hour (ex GST) for the duration of the meeting, plus up to one hour of preparation per item as per the schedule below.

Hourly Schedule of Rates	**Fee**
Chairperson	$329
Other MDRG Member	$299

The Chairperson will receive an above-standard fee due to the additional responsibility of the role. It is expected that is there is a particular contentious design issue that the Chair will represent the MDRG at a DAP or Council meeting if required.

The MRDG members are to provide a cost breakdown per item and invoice the City within one month of the meeting date.

Should a member of the MDRG appear for the City as an expert witness at the State Administrative Tribunal, the member will be paid at a mutually agreed hourly rate consistent with the qualifications, experience and professional status of the member.

The fees paid to each member are to be market tested annually to ensure the City can attract and retain the required expertise to sit on the MDRG.

Code of Conduct

All MDRG members are required to abide by the City's Code of Conduct (Employees).

It is expected that MDRG members are fully prepared for each meeting, self-report any real or perceived conflicts of interest, act in the interests of the City, and act in a professional and respectful manner. Failure to adhere to the Code of Conduct and this Terms of Reference may result in removal from the MDRG.

ORIGIN/AUTHORITY		**Item No.**
Canning Bridge Activity Centre Plan Design Review Panel	22/05/19	N/A
Reviews		
EOI for Melville Design Review Panel	28/10/25	N/A

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Appendix 1 – Agenda Template

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Subject	[Project name DR#]	
Date	[Day Month Year]	
Time	[00:00-00:00]	
Location	[Location and/or video conference]	
Design Reviewers	[Name]	Panel Member (Chair)
	[Name]	Panel Member (Architecture)
	[Name]	Panel Member (Landscape Architecture)
	[Name]	Panel Member (Urban Design)
	[Name]	Panel Member (Other)
	[Name]	Panel Member (Other)
Proponent Team	[Name]	Client and Development Manager –
	[Name]	Architect –
	[Name]	Landscape architect –
	[Name]	Planner –
		Sustainability –
		Structural engineer –
		Mechanical engineer –
		Electrical engineer –
		Hydraulic engineer –
		Building certifier –
		QS –
		Waste –
		Transport –
		Arborist –
Local Government Staff	[Name]	[Role]
	[Name]	[Role]
	[Name]	[Role]
	[Name]	[Role]
Stakeholders (if applicable)	[Name]	[Role (Agency)]
Observers (if applicable)	[Name]	[Role]

Declarations

[insert any declarations]

Apologises

[insert any apologises]

Melville Design Review Panel Agenda

1 / 1.5 - hour review

Pre-Review Meeting – Panel Members and Staff Only		**10 / 15 mins**
0:00	Welcome and Panel Briefing	5 mins
0:05	Panel Caucus	5 mins
DRP Session – All		**40 / 55 mins**
0:10	Chair Welcome, Overview of session, Procedures, Introductions	5 mins

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	Chair Acknowledgement of Country, Chair opens the Design Review	
Design Team Briefings		
0:15	Design presentation	10 / 20 mins
Design Review		
0:35	Review Discussion (including questions)	20 / 25 mins
1:00	Summary by the Chair	5 mins
	Chair closes the Design Review	
1:05	Manager outlines reporting timeframes and closes meeting	
Post Review – Panel Members and Staff only		**5 / 10 mins**
1:10	Panel member discussion	5 / 10 mins
1:20	Session close	

Design principles

1. Context and Character

Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.

2. Landscape Quality

Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.

3. Built form and scale

Good design ensures that the massing and height of development is appropriate to its settings and successfully navigates between existing built form and the intended future character of the local area.

4. Functionality and build quality

Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.

5. Sustainability

Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.

6. Amenity

Good design provides successful places that offer a variety of uses and activities while optimising internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.

7. Legibility

Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.

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8. Safety

Good design optimises safety and security, minimising the risk of personal harm and supporting safe behavior and use.

9. Community

Good design responds to local community needs as well as the larger social context, providing buildings and spaces that support a diverse range of people and facilitate social interaction.

10. Aesthetics

Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.

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Appendix 2 – Panel Report Template

Melville Design Review Report Template

Item no. – (enter proposal and address)

(enter date)

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Melville Design Review Report		
Subject	[Proposal name DR]	
Date	[Day Month Year]	
Time	[00:00-00:00]	
Location	[Location and/or video conference]	
Design Reviewers	[Name] [Name] [Name] [Name] [Name] [Name]	Panel Member (Chair) Panel Member (Architecture) Panel Member (Landscape Architecture) Panel Member (Urban Design) Panel Member (Other) Panel Member (Other)
Project Team	[Name] [Name] [Name] [Name] [Name]	Client and Development Manager – Architect – Landscape architect – Planner – Sustainability – Structural engineer – Mechanical engineer – Electrical engineer – Hydraulic engineer – Building certifier – QS – Waste – Transport – Arborist –
Local Government Staff	[Name] [Name] [Name] [Name]	[Role] [Role] [Role] [Role]
Stakeholders (if applicable)	[Name]	[Role (Agency]
Observers (if applicable)	[Name]	[Role]
Briefings		
Relevant Authorities Project Team	[Name] [Name]	[Role] [Role]
Declarations		
[Name]	[Role]	[Nature of declaration]
Design Review Report endorsement		
Reviewer's signature		

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	Chair, [Name]

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City of Melville

Design quality evaluation		
		Supported
		Pending further attention
		Not yet supported
		Yet to be addressed
Principle 1 **Context and character**		*Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.*
		Strengths 1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. [Comment] 2. [Comment] 3. [Comment]
Recommendations		[Comments, with clear recommendations]
Principle 2 **Landscape quality**		*Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.*
		Strengths 1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. [Comment] 2. [Comment] 3. [Comment]
Recommendations		[Comments, with clear recommendations]
Principle 3 **Built form and scale**		*Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.*
		Strengths 1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. [Comment]

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	2. [Comment] 3. [Comment]
Recommendations	[Comments, with clear recommendations]
Principle 4 **Functionality and build quality**	*Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.*
	Strengths 1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. [Comment] 2. [Comment] 3. [Comment]
Recommendations	[Comments, with clear recommendations]
Principle 5 **Sustainability**	*Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.*
Comments	**Strengths** 1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. [Comment] 2. [Comment] 3. [Comment]
Recommendations	[Comments, with clear recommendations]
Principle 6 **Amenity**	*Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.*
	Strengths 1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. [Comment] 2. [Comment] 3. [Comment]
Recommendations	[Comments, with clear recommendations]

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Principle 7 **Legibility**	*Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.*
	Strengths 1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. [Comment] 2. [Comment] 3. [Comment]
Recommendations	[Comments, with clear recommendations]
Principle 8 **Safety**	*Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.*
	Strengths 1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. [Comment] 2. [Comment] 3. [Comment]
Recommendations	[Comments, with clear recommendations]
Principle 9 **Community**	*Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.*
	Strengths 1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. Comment] 2. [Comment] 3. [Comment]
Recommendations	[Comments, with clear recommendations]
Principle 10 **Aesthetics**	*Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.*
	Strengths

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		1. [Comment] 2. [Comment] 3. [Comment] **Areas for improvement** 1. [Comment] 2. [Comment] 3. [Comment]
Recommendations		[Comments, with clear recommendations]

Concluding Remarks

Design Review progress

	Supported
	Pending further attention
	Not yet supported
	Yet to be addressed

	DR1	*DR2*	*DR3*
Principle 1 - **Context and character**			
Principle 2 - **Landscape quality**			
Principle 3 - **Built form and scale**			
Principle 4 - **Functionality and build quality**			
Principle 5 - **Sustainability**			
Principle 6 - **Amenity**			
Principle 7 - **Legibility**			
Principle 8 - **Safety**			
Principle 9 - **Community**			
Principle 10 - **Aesthetics**			

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11th November 2025

Chief Executive Officer
City of Melville
Locked Bag 1
BOORAGGON WA 6954

Attention: Planning Department

Dear Sir / Madam,

Subject: **PROPOSED SCHEME AMENDMENT No.XX FOR ADDITIONAL USE OF MEDICAL CENTRE AT LOT 400 (729) CANNING HIGHWAY, APPLECROSS**

On behalf of the owner of the subject property, please accept the enclosed proposed Scheme Amendment to the City of Melville's Local Planning Scheme No.6. This proposal seeks the inclusion of an additional use of 'Medical Centre' to be added to the subject property. The subject property has a current land use of 'Consulting Rooms' where a dental practice currently operates.

We trust the information provided is acceptable. If further information or clarification is required at any time, please do not hesitate to contact Benedict McCarthy on mobile 040 234 9224 or email info@planninghorizonswa.com.au

We look forward to a favourable determination at the City's earliest opportunity.

Regards,

Benedict McCarthy
Director - Planning Services

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City of Melville

Local Planning Scheme No.6

Amendment No.XX

Additional use of 'Medical Centre' at
Lot 400 (No.729) Canning Highway, Applecross

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Prepared by

Planning Horizons
Development Solutions
www.planninghorizonswa.com.au

November 2025

Disclaimer

This report has been prepared by Planning Horizons solely for the benefit and use of the client and owners of the subject property.

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Prepared for: Polineni Property Pty Ltd

Prepared by: Planning Horizons
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Applecross WA 6953

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Document Version Control

Version	Date	Description	Author	Review
1	15/09/25	Initial	BM	RJM
2	4/11/25	Revised	BM	RJM
3				
4				
5				
6				

FORM 2A

Planning and Development Act 2005
RESOLUTION TO PREPARE AMENDMENT TO LOCAL PLANNING SCHEME

City of Melville
Local Planning Scheme No.6
Amendment No.XX

Resolved that the Local Government pursuant to section 75 of the *Planning and Development Act* 2005, amend the above Local Planning Scheme by:

ADDITIONAL USE OF 'MEDICAL CENTRE' ON THE SUBJECT SITE AT LOT 400 (729) CANNING HIGHWAY, APPELCROSS

The amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reason(s):

1. **The amendment is consistent with local planning strategy for the scheme that has been endorsed by the Commission;**
2. **The amendment will have minimal impact on the land in the scheme area that is not the subject of the amendment;**
3. **The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;**
4. **The amendment is not a complex or basic amendment.**

Dated this _____ day of _____ 20___

_____
(Chief Executive Officer)

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1. Introduction

1.1. Site Details

The subject property is located at Lot 400 (no.729) Canning Highway, Applecross. It is located within the Residential zoning of the City of Melville's Local Planning Scheme No.6 with a lot area of 2,178sqm.

The subject site is accessed directly from Canning Highway via a single crossover. Due to the refuge island in the centre of Canning Highway, access into the property is via west bound lanes of Canning Highway only with left turn into the site, and egress is via left turn onto Canning Highway west bound out only.

The subject site consists of a substantial sized single storey building that was constructed in Circa 1999. The design and construction of the building was completed as a medical centre. This is demonstrated by the eight (8) consulting and surgery rooms, nurses and doctors dressing rooms and multiple support rooms for a medical centre. The building also consists of a substantial reception and waiting area with both male and female restrooms for patients. The existing building is a purpose-built medical centre.

Whilst the existing building was designed and built for medical centre purposes, due to condition of development approval, the centre was limited to two (2) practitioners at any one time. The development approval was for consulting rooms only. The current land use adheres to the original development approval and operates as consulting rooms only which is occupied by a dental practice.

In addition to the facilities provided within the existing building, the subject site consists of twenty-four (24) car bays, including two (2) disabled bays that are not compliant with current NCC standards. The carpark was installed with the intent to cater for a medical centre use. The carpark is largely underutilised by the current land use of consulting rooms.

The subject site also consists of extensive landscaping area. The landscaping, carpark and existing building are all well maintained and in good condition.

1.2. Proponent

The owners of the subject property have engaged Planning Horizons Development Solutions to act on their behalf and submit this proposed Scheme Amendment for the additional use of 'Medical Centre' to the City of Melville.

1.3. Land Ownership

The subject property is owned by Polineli Property Pty Ltd.

2. Strategic and Statutory Framework

2.1. State Planning Context

2.1.1. Metropolitan Region Scheme

The subject property is zoned 'Urban' pursuant to the Metropolitan Region Scheme (MRS).

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2.1.2. State Planning Policies & Strategies

No state planning policies or strategies are relevant to this proposed Scheme Amendment.

2.2. Local Planning Context

2.2.1. Local Planning Scheme

The subject lot is zoned Residential under the City of Melville Local Planning Scheme No.6. In accordance with the Table 3 – Zoning Table, the land use of Medical Centre is an X use with a residential zoning and therefore not permitted.

2.2.2. Local Planning Policies

LPP 1.6 Car Parking and Access – this policy details the required provision of car parking for new commercial development and change of use applications.

2.2.3. Local Planning Strategies

No local planning strategies are relevant to this proposed Scheme Amendment.

3. Site Analysis

3.1 Topographical Features

Subject site is level with open carparking around the existing building. The site is landscaped with well-established gardens, plants and trees. There is one double crossover for entering and existing traffic. No other features are present.

3.2. Land Capability

The subject site is 2,178sqm with a building and carpark that was specifically designed for medical centre use and medical centre development intensity. The subject site does not need any further enhancements, modifications or upgrades to facilitate the requirements of a medical centre land use. The land has excellent capability to accommodate the intended medical centre land use without impact on existing operations, traffic or adjoining neighbours.

3.3. Native Vegetation

The subject site consists of existing landscaping. The landscaping is well-established with mature shrubs, hedges, bushes and small trees. The have a range of native species with non-native species. All are proposed to be retained.

3.4 Infrastructure Availability

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The scheme amendment will result in no further requirements for infrastructure or utility additional provisions, given that the existing building and facilities are already well established. The subject site has direct vehicular access to Canning Highway and is connected to deep sewer, underground power, water and data. The site was connected to all infrastructure during its construction in Circa 1999.

4. Amendment Proposal and Type

4.1 Amendment Specifications – Standard

This is considered to be a Complex Scheme Amendment due to:

1. The amendment is consistent with local planning strategy for the scheme that has been endorsed by the Commission;

2. The amendment will have minimal impact on land in the scheme area that is not the subject of the amendment;

3. The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;

4. The amendment is not a complex or basic amendment.

4.2 Proposed Scheme Amendment

The proposed Scheme Amendment is for the additional use of 'Medical Centre' to be placed on the subject property. Specifically, the 'Medical Centre' use will apply to the entire site and the existing single storey building which was purpose built for a medical centre in circa 1999.

The proposed Medical Centre land use is to utilise the existing building to its full and intended potential. There are no internal or external additions, alternations or modifications proposed to the existing building and structures on the subject site.

The proposed medical centre will consist of a maximum of five (5) health practitioners at any one time, and a maximum of ten (10) support staff at any one time, including reception, administration, nurses and specialists.

The medical centre will operate during standard medical centre hours being 7.00am to 6.00pm Monday to Friday, and 8.00am to 5.00pm on Saturdays. Sunday and public holidays will be closed.

Due to the existing disabled carparking bays being non-compliant with Current National Construction Code requirements, the two (2) existing disabled car bays will be amalgamated with the abutting standard carparking bay to create tow (2) compliant disabled parking bays with one (1) shared bay in between. This will reduce the number of carparking bays on site from twenty-four (24) to twenty-three (23). We understand this remain one (1) car bay in surplus for the proposed medical centre and staffing.

Please see on the following page the existing floor plan that is to be retained without modification.

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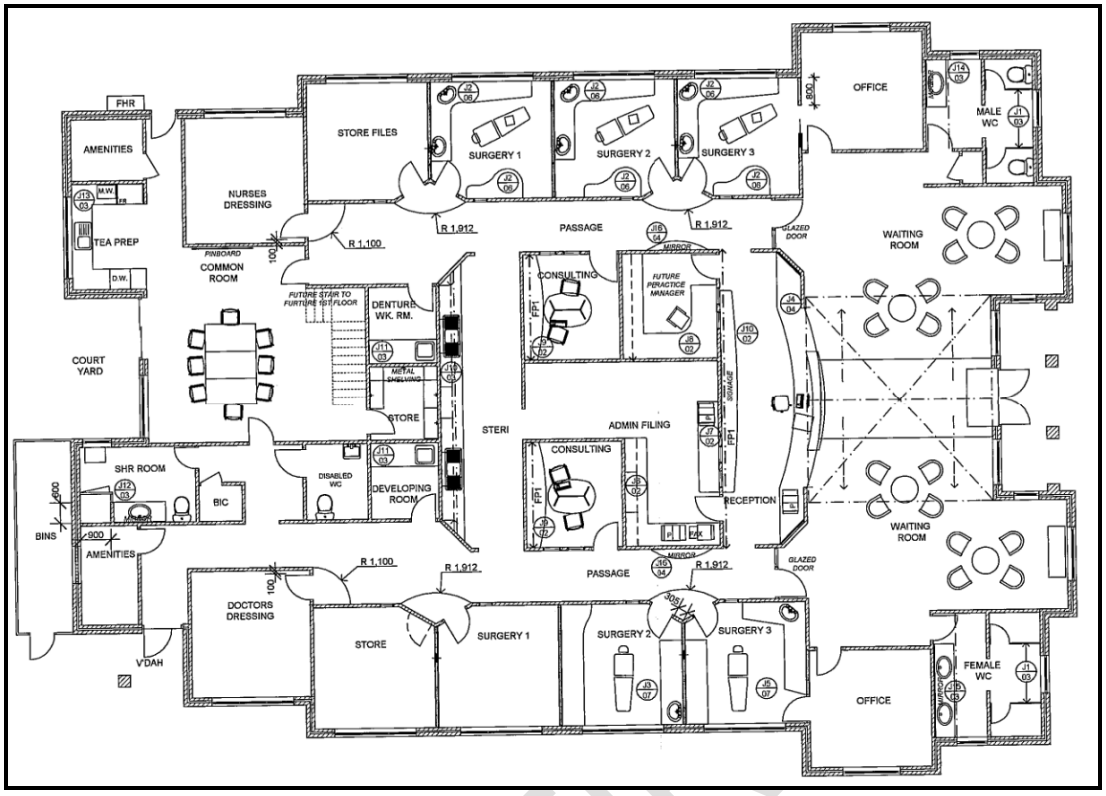

Plan 1 – Floor plan of existing building as approved by City of Melville and constructed in 1999.

4.3 Rationale for Amendment

There are several reasons for the proposal of this Scheme Amendment:

1. This amendment will have no detrimental impact on the existing amenity of the locality.

2. The purpose of this amendment is simply to allow the subject site and the existing building to be utilised for its originally designed intentions, to be that of a medical centre. The subject site was designed and built for the sole purpose of medical centre. However, due to the town planning scheme at the time of its development approval, the use of a medical centre on the subject site was not permissible.

3. Given the increased intensification of the City of Melville and the locality of the subject site, the increased intensification of a medical centre on the subject site is now a reasonable utilisation of the subject site and the existing infrastructure.

4. The subject site and building are already being used for health and medical purposes, but at the very low intensity of consulting rooms only. The proposed scheme amendment land use of medical centre would simply be bringing the use of the site in line with original design and building intentions.

5. The existing site and building are grossly underutilised as a two-practitioner consulting room. The existing land use is very low density and considered to be a wasted land use and asset that could be benefiting the local community.

6. The proposed scheme amendment does not require, not propose, any changes to the existing building internally or externally. Due to the existing building being purpose built for a medical centre use, the existing facilities, services and infrastructure has already been constructed and installed.

7. From a visual perspective, in addition to the existing building and facilities not being modified or altered, the existing landscaping will be retained in its current highly quality condition and continued to be maintained in its current condition.

8. The existing building and consulting rooms use are already well established on the site and within the local area. As the existing use of consulting rooms have been operating from the subject site and building since circa 2000, the existing local community and neighbours are well aware of the centre and the services it provides.

9. The proposed medical centre use will provide much needed additional health services to the local Melville community. The medical centre will be able to provide multiple health and medical services within the one site filling demand for such services within the aging population of Applecross and greater Melville area.

10. The proposed medical centre land use will fulfil the expected capacity of subject site and the existing building. This is an expectation of not only the landowners and the current tenants, but also the surrounding landowners, neighbours and local community. The expectation when passing the subject site is that it already operates as a medical centre and has done since circa 2000, and not just consulting rooms as they currently do.

11. A Traffic Impact Study (TIS) has been undertaken and report provided by Donald Veal Consultants. The TIS has thoroughly assessed the impact of the proposed Medical Centre land use will have on the traffic patterns and traffic increase to Canning Highway. Based on the proposed increase to five (5) practitioners and ten (10) other staff during standard medical centre operating hours, the TIS concludes:

    The scheme amendment is not expected to result in any significant impact on the adjacent road network and has sufficient on-site parking to meet its requirements.

    Council's agreement to maintain the current parking configuration of 2.4 x 5.5m parking bays for patient parking should be sought. If this is not accepted, then the parking layout would require revision.

    Subject to these amendments, we fully support the scheme amendment in terms of its traffic and road safety impact and recommend its approval.

12. As identified within the TIS, there is sufficient and compliant car parking provided within the subject site to facilitate the expected patient and staff car parking for the proposed medical centre.

13. The existing disabled carparking will be upgraded to comply with current National Construction Code (NCC) requirements and still achieve the number of required car parking bays for the proposed medical centre land use.

14. The proposed medical centre use will not create any significant noise that will detrimentally impact the local area and adjacent neighbours. The existing wall mounted split system air conditioning units will continue to be utilised with no additional plant being required or proposed within this scheme amendment.

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As such, the increase in noise will be generated by additional vehicles visiting the site only. Given the subject site is on Canning Highway and operates during standard medical centre times only, the additional traffic and noise generated will not be recognisable given the existing noise and intensity of traffic already utilising Canning Highway.

15. Acoustic testing and assessment have been completed of the existing building and the proposed increased intensity of the land use to medical centre. The parameters of the modelling included days and hours of operation, plant requirements (existing and proposed), vehicle movements and worse case scenarios of patron generated noise. All adjacent residences were selected for the detailed assessments of noise impact. The noise levels were predicted for the default "worst-case" meteorological conditions. The predicted worst-case noise levels are adjusted to account for their dominant characteristics and then assessed against the criteria set by the Regulations.

    The compliance assessment concluded that full compliance is achieved for the proposed 'Medical Centre' use within the purpose-built medical centre building. The acoustic report concluded:

    It is shown that the adjusted noise levels are much below the day-time assigned noise levels at all of the closest residences for both of the scenarios. This concludes that full compliance is achieved for the proposed medical centre.

16. The proposed medical centre land use will create no increased impact on adjacent neighbours and landowners. To support this statement, we provide the following justification:

    a) No construction or site modifications works are required to fulfil the increased intensification of a medical entre use.

    b) The subject site is location on Canning Highway which generates high levels of noise at all times. The proposed medical centre use will only operate during daylight hours when noise generated by Canning Highway will be at the highest levels. The associated increase in traffic coming to and from the subject site as a medical centre will not be discernible due to the already very high traffic volumes supported by Canning Highway.

    c) The increased intensification of the subject site will not be visible or audible to adjacent neighbours, and therefore of no impact.

    d) No additional mechanical services plant is required for the existing building to operate as a medical centre.

    e) The existing landscaping will be retained in its current highly maintained standard ensuring no change in the high visual amenity standards already provided by the subject site.

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5. Conclusion

Pursuant to Section 75 of the Planning and Development Act 2005, we request the Council consider and adopt an amendment to Local Planning Scheme No.6 by:

- Approving an additional use of 'Medical Centre' to the existing single storey consulting rooms facility on Lot 400 (No.729) Canning Highway, Applecross.

The amendment to Local Planning Scheme No.6 will allow appropriate and measured use of the existing site facilities and structures to provide a service and facility currently lacking in the local area.

The amendment to Local Planning Scheme No.6 has demonstrated it will have minimal detrimental impact upon the amenity of the locality, nor the local residential community.

We trust the information provided is acceptable. If further information or clarification is required at any time, please do not hesitate to contact Ben McCarthy on mobile 040 234 9224 or email info@planninghorizonswa.com.au

We look forward to a favourable determination at the City's earliest opportunity.

Regards,

Benedict McCarthy
Director - Planning Services

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Planning and Development Act 2005

RESOLUTION TO AMEND LOCAL PLANNING SCHEME

City of Melville
Local Planning Scheme No.6
Amendment No.XX

Resolved that the Local Government pursuant to section 75 of the *Planning and Development Act* 2005, amend the above Local Planning Scheme by:

ADDITIONAL USE OF 'MEDICAL CENTRE' TO THE EXISTING CONSULTING ROOMS LANDUSE ON THE SUBJECT SITE AT LOT 400(729) CANNING HIGHWAY, APPLECROSS

No.	Description of Land	Additional Use	Conditions
XX	LOT 400 (729) CANNING HIGHWAY, APPLECROSS	Medical Centre	a)

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AMENDMENT MAP
(IF APPLICABLE)

INSERT COLOUR ZONING MAPS HERE

- **INCLUDE EXISTING SCHEME MAP – showing the current zoning of the subject site and surrounding area.**

- **INCLUDE PROPOSED AMENDMENT MAP – identifies the proposed changes to the subject land, all other lots (i.e. those not being changed) are to be shown as white.**

- **Maps should be:**
  - **Legible and Clear;**
  - **Include a legend, north point & scale**
  - **Includes designations (SCA, R codes etc (as required))**

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FORM 6A

COUNCIL ADOPTION

This Standard Amendment was adopted by resolution of the Council of the City of Melville at the [NAME] Meeting of the Council held on the [day] day of [month], 20[year].

.....

MAYOR/SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

COUNCIL RESOLUTION TO ADVERTISE

by resolution of the Council of the City of Melville at the [NAME] Meeting of the Council held on the [day] day of [month], 20[year], proceed to advertise this Amendment.

.....

MAYOR/SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

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COUNCIL RECOMMENDATION

This Amendment is recommended [for support/ not to be supported] by resolution of the City of Melville at the [NAME] Meeting of the Council held on the [number] day of [month], 20[year] and the Common Seal of the Shire of Murray was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....

MAYOR/SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

WAPC ENDORSEMENT (r.63)

.....

DELEGATED UNDER S.16 OF THE P&D ACT 2005

DATE.....

FORM 6A - CONTINUED

APPROVAL GRANTED

.....

DATE.....

UNCONFIRMED

December 2025
Final Rev 1

729 Canning Highway, Applecross

Prepared For:
Planning Horizons WA

Transport Impact Statement Report

UNCONFIRMED

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DOCUMENT ISSUE AUTHORISATION

Issue	Rev	Date	Description	Prepared By	Checked By	Approved By
0	0	28/08/2025	Draft Report	SGY	DNV	DNV
1	0	15/09/2025	Final Report	SGY	DNV	DNV
1	1	03/12/2025	Final Report	SGY	DNV	DNV

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Donald Veal Consultants Pty Ltd

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1. INTRODUCTION

1.1 BACKGROUND

Planning Horizons WA has commissioned Donald Veal Consultants (DVC) to prepare this Transport Impact Statement report to support a Scheme Amendment for a proposed medical centre at 729 Canning Highway, Applecross, in the City of Melville.

1.2 SCOPE OF THIS REPORT

The structure and scope of this Transport Statement are in accordance with Volume 4 (Individual Developments) of the Western Australian Planning Commission's Transport Impact Assessment Guidelines (2016).

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2. EXISTING SITE CONDITIONS

2.1 LOCATION

The general locality is shown in **Figure 2.1**, with the site location shown in more detail in **Figure 2.2**.

Figure 2.1: General Locality Plan *Source: Metromap*

Figure 2.2: Site Location *Source: Metromap*

2.2 CURRENT LAND USES

The subject site is located on the south side of Canning Highway, in Applecross and currently houses a large, purpose-built medical centre. However, as specified under the conditions of the original DA, the site currently operates with a maximum of two consultants. See **Photo 1**.

Photo 1: The existing building and site layout will remain unchanged.

Land use in the immediate vicinity is primarily residential. See **Photo 2**.

Photo 2: The land uses in the area around the site are primarily residential.

2.3 ADJACENT ROAD NETWORK

The road network adjacent the site consists primarily of Canning Highway, which comes under the control and maintenance of Main Roads WA (MRWA). Other nearby roads, such as Collier Street and Carroll Street, are controlled and maintained by the City of Melville.

The roads around the site are classified as Access Roads under MRWA's Road Hierarchy, with the exception of Canning Highway, which is classified as a Primary Distributor. See **Figure 2.3.**

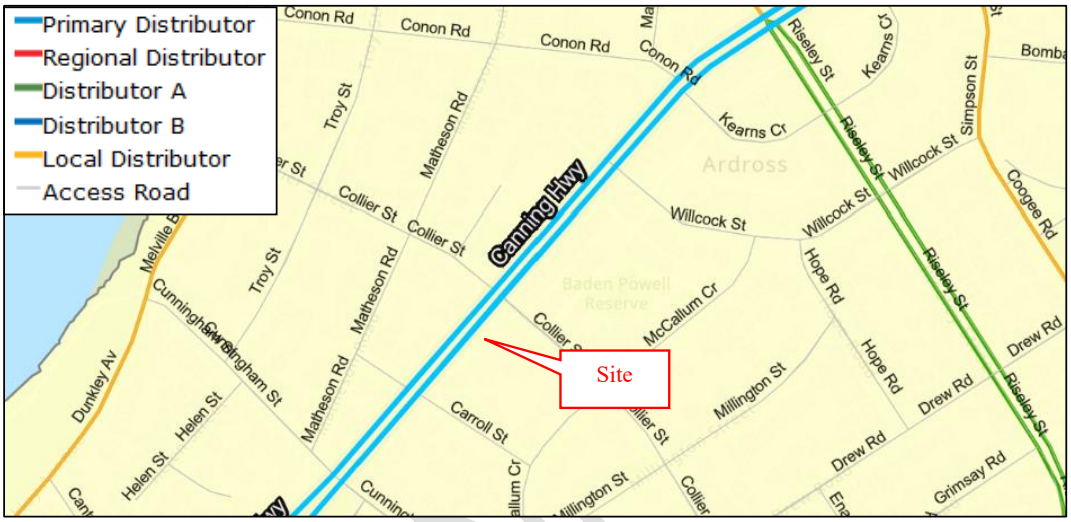

Figure 2.3: MRWA Functional Road Hierarchy *Source: MRWA*

Figure 2.4 shows the posted speed limits, with most coming under the default urban limit of 50km/h, with the exception of Canning Highway which has a posted speed limit of 60km/h.

Figure 2.4: Posted Speed limits *Source: MRWA*

Canning Highway, in the vicinity of the site, is constructed as a kerbed dual carriageway with two lanes in each direction and a grassed central median.

2.4 EXISTING ACCESS ARRANGEMENTS

The site has a single left in, left out crossover onto Canning Highway. See **Figure 2.5** and **Photo 3**.

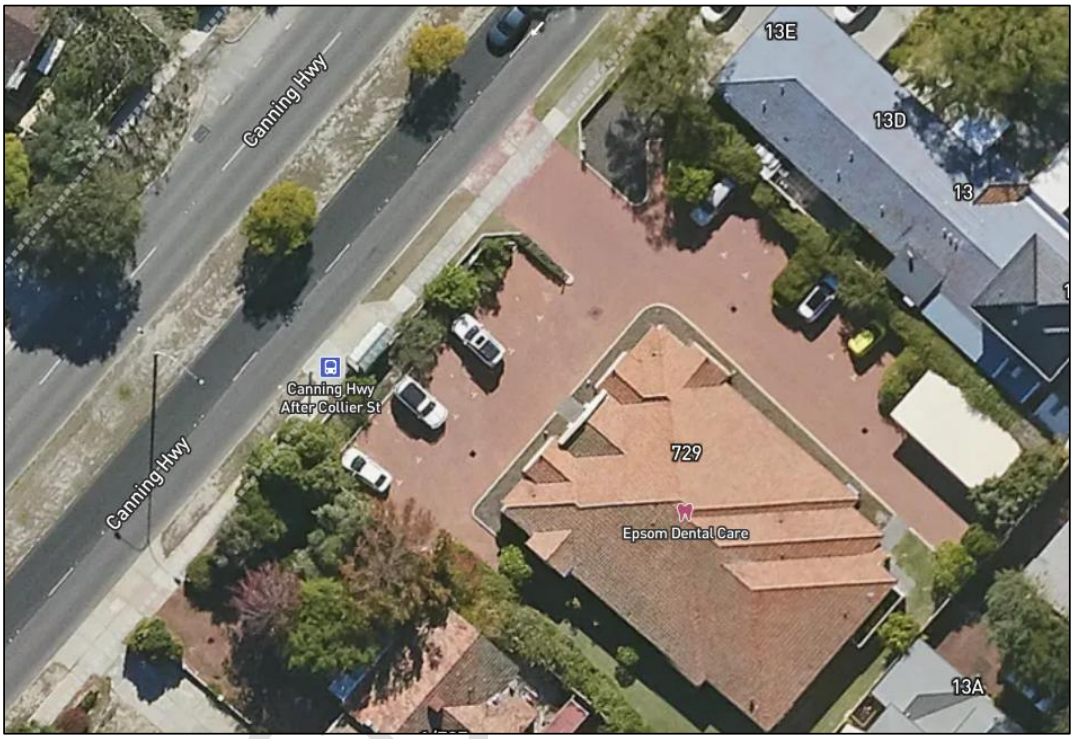

Figure 2.5: The site currently has a single left in, left out crossover onto Canning Highway.

Photo 3: The central median limits movements at the crossover to left in and left out only.

2.5 EXISTING TRAFFIC VOLUMES

The latest available traffic data, sourced from MRWA's Traffic Map database, indicates just over 37,500 vehicles per weekday were using Canning Highway, north of the site, in 2025/26. Of these, 8.5% were classed as heavy vehicles. See **Figure 2.6**.

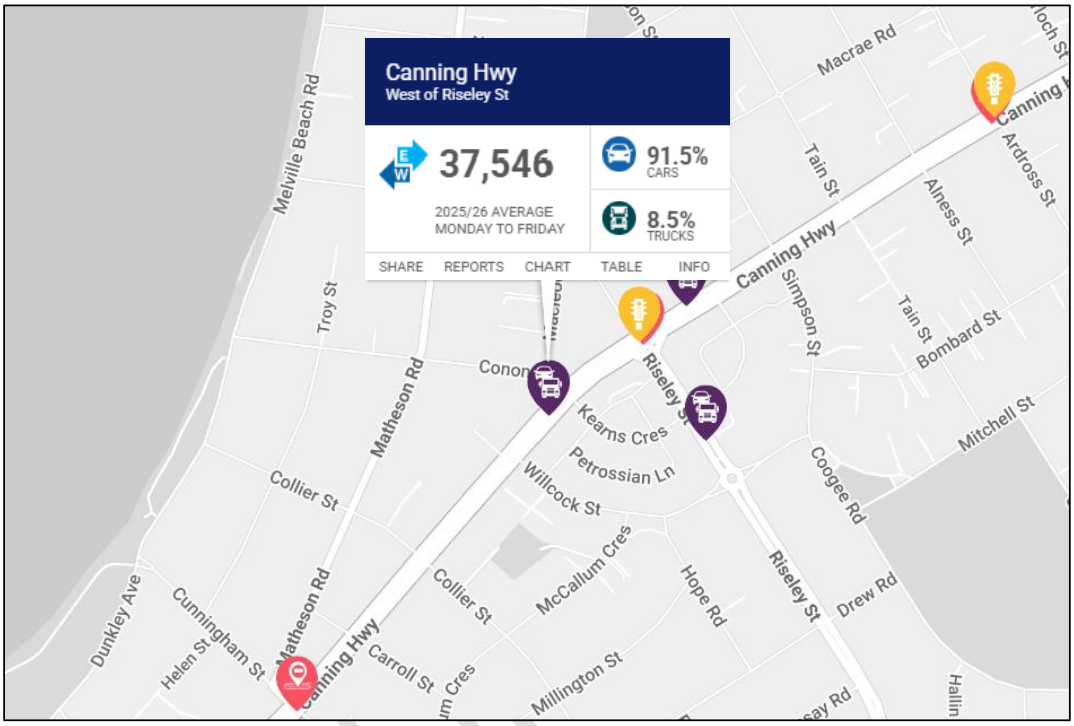

Figure 2.6: 2025/26 AWDT on Canning Highway, north of the site. *Source: MRWA TrafficMap*

2.6 CRASH HISTORY

The MRWA Crash Analysis Reporting System (CARS) was interrogated for crash data in the vicinity of the site for the latest five-year period from January 2020 to December 2024.

Six crashes were recorded during this period on the section of Canning Highway within around 200m of the site. The crashes were well spread across the period, with no notable patterns. Only two of the crashes occurred on the (westbound) carriageway nearest the site.

All six of the crashes resulted in Property Damage Only (2 minor, 4 Major). Two occurred in the wet, and all were in daylight. See **Figure 2.7**.

2.7 PLANNED CHANGES TO THE ROAD NETWORK

DVC is not aware of any planned changes to the road network within the vicinity of the subject site.

Area Details	Centre: (-32.024, 115.830) (Shape)					
Date Range	01/01/20 to 31/12/24					
	Severity	**Date**	**Time**	**Nature**	**RUM Code**	**Crash Number**
H013 - CANNING HWY						
zoom	PDO Major	2020-05-29	16:30	Sideswipe Same Dirn	36	2020701010
zoom	PDO Major	2023-06-22	17:50	Right Angle	17	2023271843
zoom	PDO Minor	2020-07-22	07:55	Rear End	31	2020765804
zoom	PDO Major	2021-10-05	11:05	Right Angle	17	2021461390
zoom	PDO Major	2022-11-09	08:40	Rear End	31	2022533955
1190181 - CARROLL ST						
zoom	PDO Minor	2021-08-24	09:30		60	2021381822

Total:6

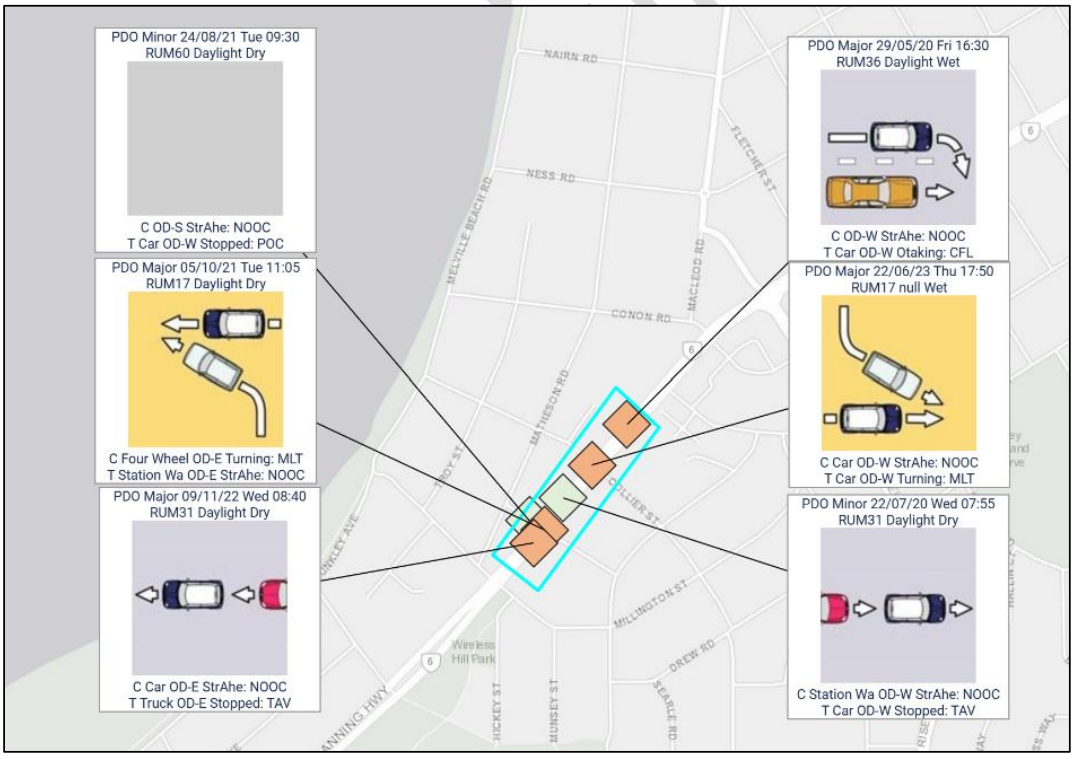

Figure 2.7: Crash history in the vicinity of the site. *Source: CrashMap*

3. PROPOSAL

3.1 PROPOSED SCHEME AMENDMENT

Whilst initially approved for a maximum of two consultants, this Scheme Amendment is aimed at increasing this to make full use of the medical centre's capacity. This will add a further three consultants, increase the number of consultants to five, with 10 support staff. The centre will only operate during normal business hours.

There will be no changes to the buildings on the site, or to the car park and access arrangements, which were originally designed to accommodate the full medical centre land use, as shown in **Figure 3.1**.

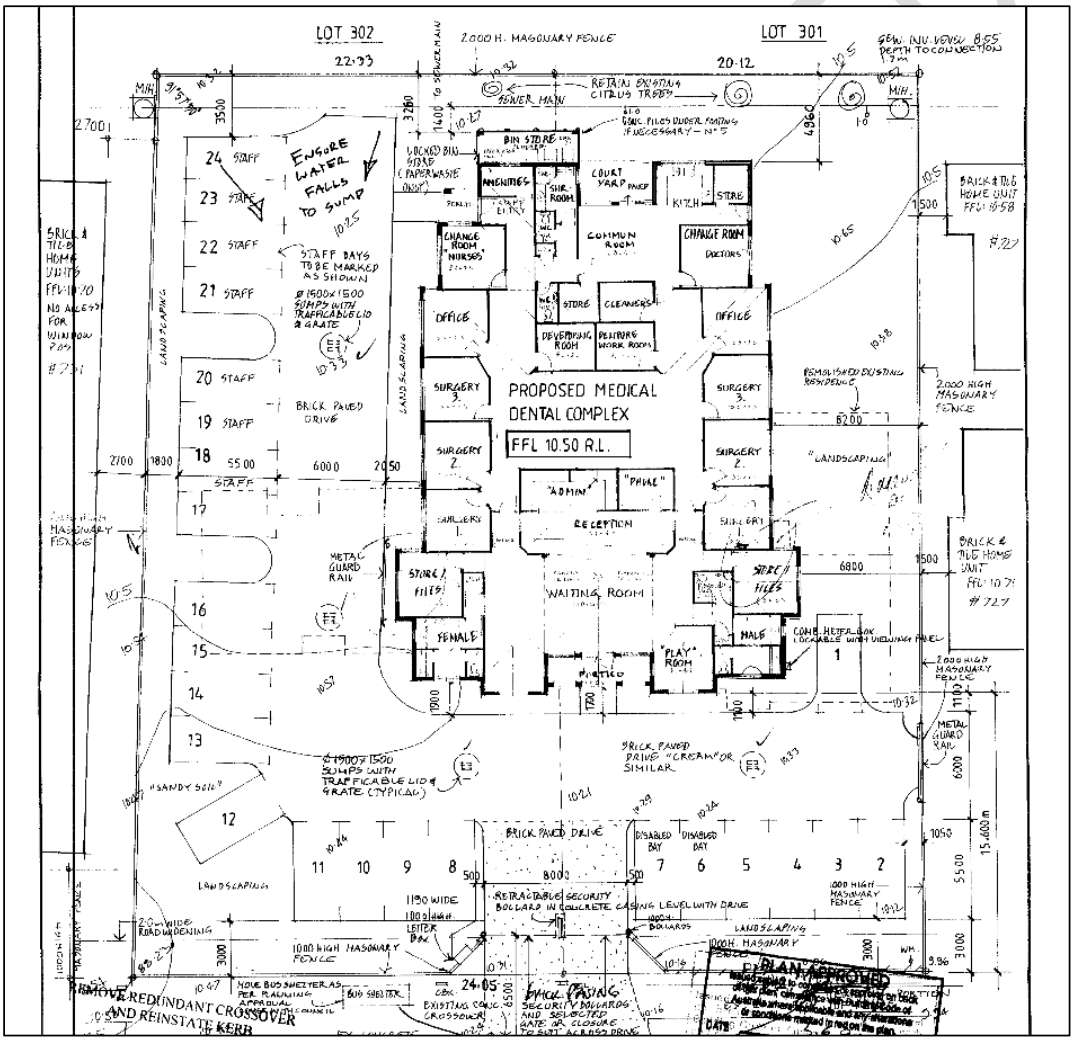

Figure 3.1: Site Layout as originally approved

3.2 PROPOSED ACCESS

The site will retain the existing single, left in – left out vehicular crossover from Canning Highway.

3.3 PARKING PROVISION

The required parking provision can be determined from *Table 1: Car parking ratios* in the City of Melville's *Local Planning Policy 1.6 - Parking & Access*. See **Table 3.1**.

Table 3.1: Parking provision requirements

Health Uses	
Recreation – Private	1 bay per 20m² NLA for individual recreation activities or 1 bay per 4 patrons at capacity for grouped based recreational activities.
Hospital /	1 bay per 3 beds, plus 0.5 bays per staff member (including health consultants). Ambulance and hospital bus parking bays as required by the City.
Medical Centre / Consulting Rooms / Veterinary Clinic	3 bays per health consultant, plus 0.5 bay per staff member (including health consultants).

The scheme amendment proposes for the site to house three additional consultants, making five consultants in all and a total of 15 staff members, including support staff, this will require 23 parking bays.

The site layout plans show a total of 24 bays being provided, including two existing ACROD bays. However, the latter do not meet current standards. See **Photo 4**.

Photo 4: Existing ACROD bays are not designed to current standards.

It is therefore proposed that these two bays will be re-line marked as a single ACROD bay with a shared space, as shown in **Figure 3.2** below.

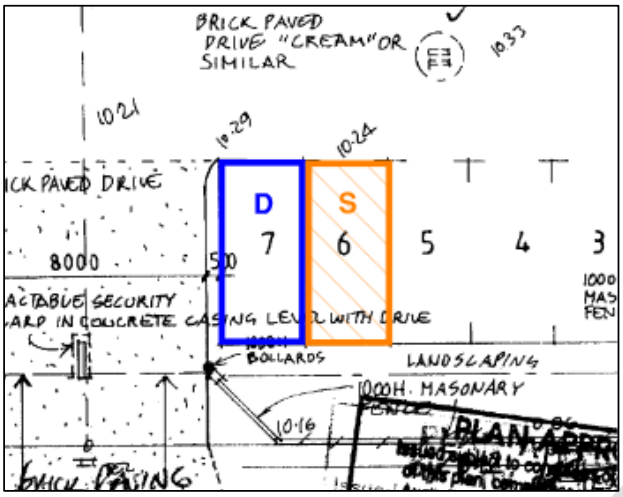

Figure 3.2: Revised ACROD bay layout to current standards.

Thus, the provision will meet the City's requirement for the number of car parking bays.

3.4 PARKING LAYOUT

Whilst the car park is an existing facility, and presumably met the contemporary requirements for a medical centre at the time of approval, DVC has checked the layout against the current requirements of AS2890.1 and AS2890.6.

Car bay sizes are shown as typically 5.5 x 2.4m, which complies with the minimum widths shown in Figure 2.2 of AS2890.1 for User Class 1 or 1A. Whilst this meets the current requirements for staff, and appear to be used without issue for existing patients, technically, the bays to be used by patients should meet the requirements for User Class 3, i.e. a width of 2.6m. There does not appear to be any scope for widening these bays without at least removing the established garden beds.

As the current parking configuration has operated satisfactorily since it first opened, we seek Council's agreement to maintain the current parking configuration. If not accepted, then the parking layout would require revision.

The aisle widths are dimensioned on the drawings at 6.0m, which exceeds the minimum requirement of 5.8m for User Class 3.

The two existing ACROD bays are well located near the reception area entrance, but do not meet current standards. Under AS2890.6 figure 2.1, a dedicated parking space of 5.4m x 2.4m is required adjacent to a shared area of the same dimensions. These two bays will therefore be re-line marked as a single ACROD bay and associated shared space.

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4. TRAFFIC IMPACT

4.1 TRIP GENERATION

Based on surveys carried out in 2015 in Sydney and other regional areas, *Transport for NSW Guide to traffic impact assessment* indicates that the number of person trips generated by a medical centre in the peak hour (in and out) can be calculated using the formula 0.0314 (R2) + 6.1122 (R) + 8.0607, where R is the number of consulting rooms.

In this case, the expanded centre will have 5 consulting rooms, which will therefore generate around 39.4 person trips in the peak hour. The Guide then indicates that, for medical centres in Sydney, the modal share for cars is likely to lie in a range between 43 & 100%, with an average of 83%. Taking the average factor, this would indicate that the centre would generate 32.7 peak hour vehicle trips.

It should be noted however, that the existing medical centre is already generating perhaps 40% of this traffic, based on the number of consultants. Thus, the actual impact of the scheme amendment on the adjacent road network is only likely to be in the region of an additional 20 trips in the peak hour.

DVC considers that the adjacent road network has sufficient capacity to absorb this additional traffic without any significant impact. The traffic generated by the site will have only small morning and evening peaks associated with the arrival and departure of staff. The majority of generated traffic will be spread evenly over the remainder of the working day as dictated by the spread of doctors' appointments through the day.

This level of trip generation (between 10 and 100vph) is considered to represent only a 'moderate impact', and no further technical analysis is therefore required.

4.2 SERVICE VEHICLES

It is not expected that the expansion will result in any additional service vehicle trips to the site. Refuse and recycling bins will continue to be collected from the verge, as is the current practice. See **Photo 5**.

Photo 5: Refuse collection will be from the verge.

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5. SUSTAINABLE TRANSPORT ACCESS AND ROAD SAFETY

5.1 PUBLIC TRANSPORT

As can be seen in **Figure 5.1**, there are a number of Transperth bus services operating along Canning Highway, giving excellent public transport access to the site. Bus stops are located immediately outside the site, on both sides of Canning Highway.

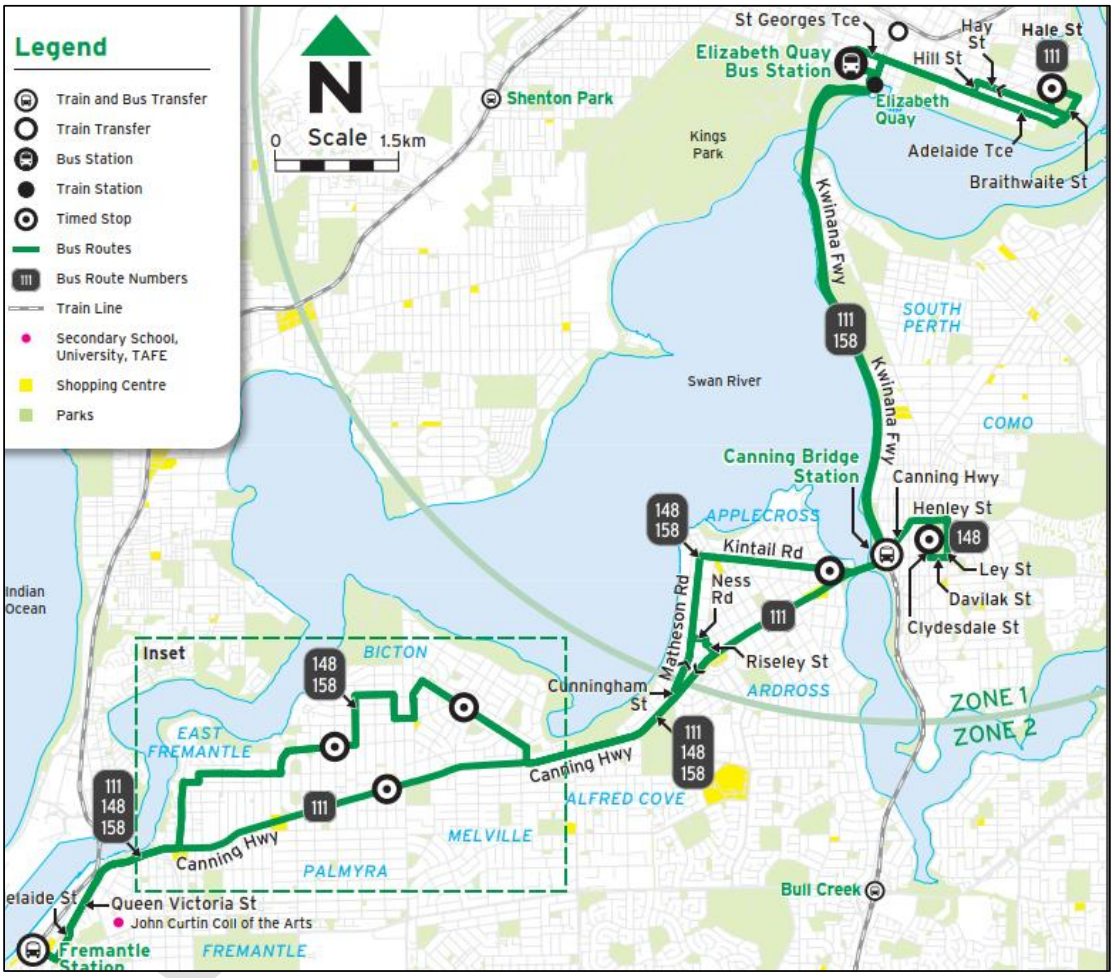

Figure 5.1: Transperth bus routes in the vicinity of the site *Source: Transperth website.*

It is noted that the 910 route also uses this section of Canning Highway. This route connects Perth Busport with Fremantle station, via the Causeway and Canning Bridge stations.

5.2 PEDESTRIANS AND CYCLISTS

Whilst there are no cycle lanes on Canning Highway, footpaths are provided on both sides, near the site. There is also a pedestrian crossing point on Canning Highway, just east of the site.

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It is not expected that the site will generate a significant number of pedestrian or cyclist trips.

5.3 ROAD SAFETY

There were no road safety issues observed during the site visit and no safety issues identified in the crash analysis described in **section 2.6**.

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6. SUMMARY AND CONCLUSION

6.1 SUMMARY

Planning Horizons WA has commissioned Donald Veal Consultants (DVC) to prepare this Transport Impact Statement report to support a Scheme Amendment for a proposed medical centre at 729 Canning Highway, Applecross, in the City of Melville.

The subject site is located on the south side of Canning Highway, in Applecross and currently houses a large, purpose-built medical centre. Whilst initially approved for a maximum of two consultants, this Scheme Amendment is aimed at increasing this to make full use of the medical centre's capacity. This will add a further three consultants, increasing the number of consultants to five, with 10 support staff. The centre will only operate during normal business hours.

There will be no changes to the buildings on the site, or access arrangements and only minor adjustments to the car park layout, which were originally designed to accommodate the full medical centre land use.

As a specialist medical practice, the site is forecast to generate some 33 vph in the peak hour. Allowing for the existing medical centre's use, the actual impact of the scheme amendment on the adjacent road network is only likely to be in the region of an additional 20 peak hour trips.

The scheme amendment proposes to increase the number of consultants from two to five, resulting in a total of 15 staff members, including support staff, which will require 23 parking bays.

The site currently has a total of 24 bays, including two ACROD bays. However, the latter do not meet current standards and will therefore be re-line marked as a single ACROD bay and a shared space. Thus, the provision will meet the City's requirement for the number of car parking bays.

Car bay sizes are shown as typically 5.5 x 2.4m, which falls short of the requirements for User Class 3 (patient parking), which should be a minimum width of 2.6m. There does not appear to be any scope for widening these bays without at least removing the established garden beds. As the current parking configuration has operated satisfactorily since it first opened, we seek Council's agreement to maintain the current parking configuration. If not accepted, then the parking layout would require revision.

6.2 CONCLUSION

The scheme amendment is not expected to result in any significant impact on the adjacent road network and has sufficient on-site parking to meet its requirements.

Council's agreement to maintain the current parking configuration of 2.4 x 5.5m parking bays for patient parking should be sought. If this is not accepted, then the parking layout would require revision.

Subject to these amendments, we fully support the scheme amendment in terms of its traffic and road safety impact and recommend its approval.

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APPENDIX A: SITE LAYOUT PLANS

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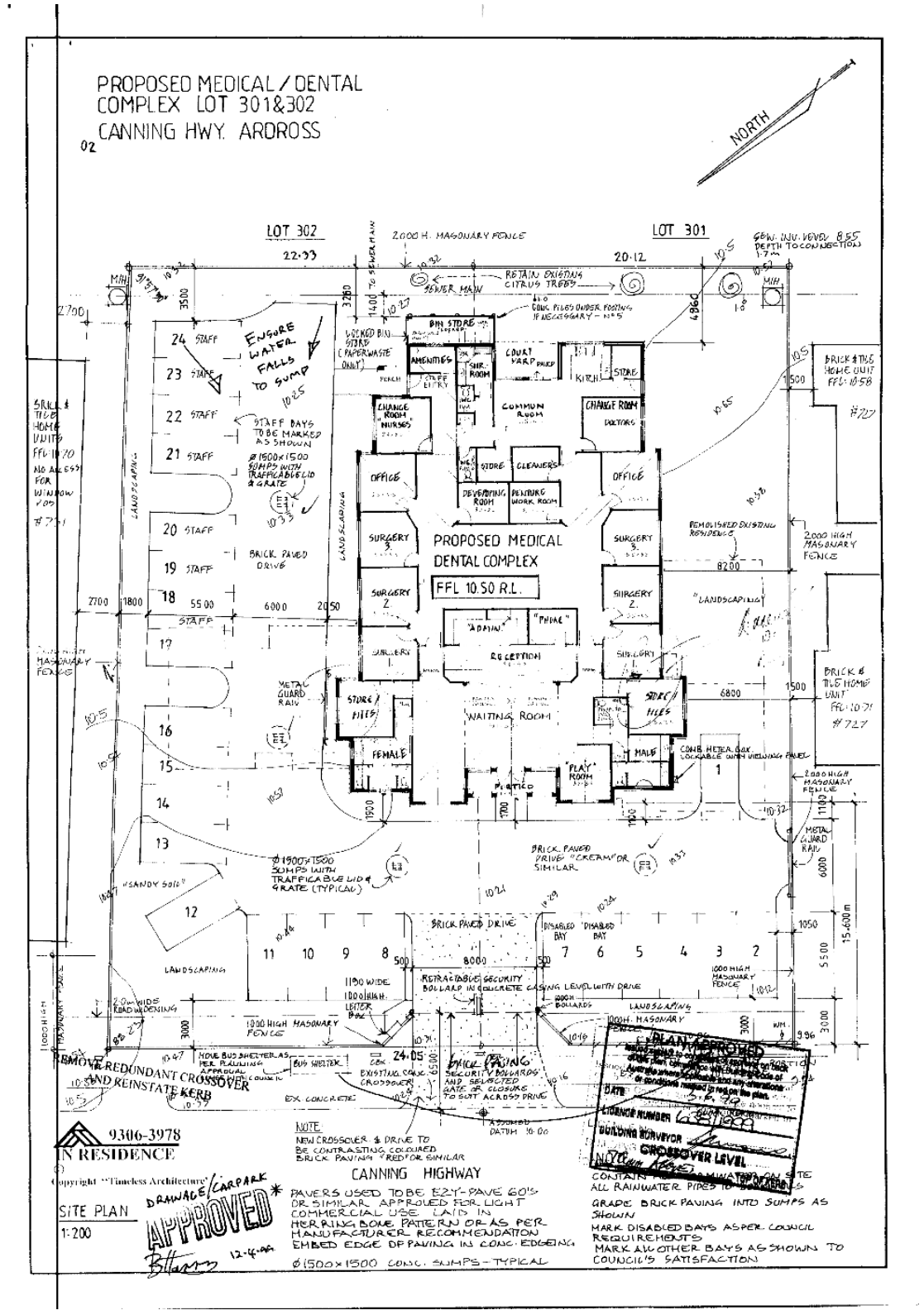
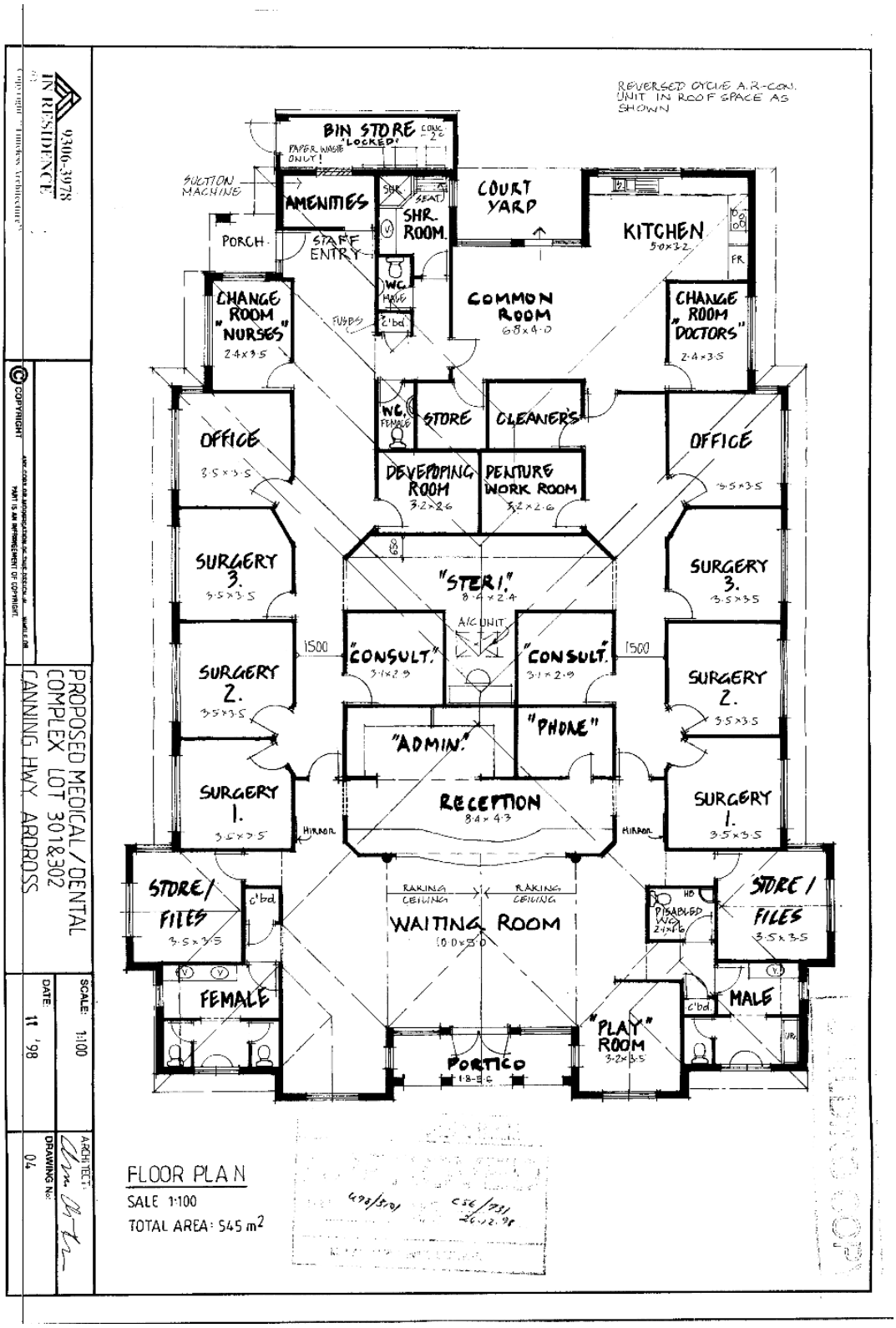

PROPOSED MEDICAL / DENTAL
COMPLEX LOT 301&302
CANNING HWY. ARDROSS
02
NORTH
LOT 302
LOT 301
22.33
20.12
2.000 H. MASONRY FENCE
RETAIN EXISTING CITRUS TREES
SEWER MAIN
BIN STORE
LOCKED BIN STORE (PAPERWASTE ONLY)
AMENITIES
COURT YARD PAVED
KITCH
STORE
CHANGE ROOM NURSES
COMMON ROOM
CHANGE ROOM DOCTORS
OFFICE
STORE
CLEANERS
DEVELOPING ROOM
PRINTING WORK ROOM
OFFICE
SURGERY 3
SURGERY 2
SURGERY 1
SURGERY 2
SURGERY 3
PROPOSED MEDICAL DENTAL COMPLEX
FFL 10.50 R.L.
"ADAM"
"EVE"
RECEPTION
WAITING ROOM
STORE FILES
STORE FILES
FEMALE
MALE
PLAY ROOM
PATIO
ENSURE WATER FALLS TO SUMP
STAFF BAYS TO BE MARKED AS SHOWN
Ø1500x1500 SUMPS WITH TRAFFICABLE LID & GRATE
BRICK PAVED DRIVE
METAL GUARD RAIL
BRICK PAVED DRIVE "CREAM OR SIMILAR
Ø1500x1500 SUMPS WITH TRAFFICABLE LID & GRATE (TYPICAL)
"SANDY SOIL"
LANDSCAPING
BRICK PAVED DRIVE
DISABLED BAY
RETRACTABLE SECURITY BOLLARD IN CONCRETE CASING LEVEL WITH DRIVE
1000 HIGH MASONRY FENCE
2.0m WIDE ROAD WIDENING
1000 HIGH MASONRY FENCE
REMOVE REDUNDANT CROSSOVER AND REINSTATE KERB
MOVE BUS SHELTER AS PER PLANTING APPROVAL
BUS SHELTER
EXISTING CONC. CROSSOVER
24.05
BRICK PAVING SECURITY BOLLARDS AND SELECTED GATE OR CLOSURE TO SUIT ACROSS DRIVE
EX. CONCRETE
ASSUMED DATUM 10.00
9306-3978
IN RESIDENCE
Copyright "Timeless Architecture"
SITE PLAN
1:200
DRAWAGE/CARPARK
APPROVED
12-4-06
NOTE
NEW CROSSOVER & DRIVE TO BE CONTRASTING COLOURED BRICK PAVING "REDFORD" OR SIMILAR
CANNING HIGHWAY
PAVERS USED TO BE EZY-PAVE 60'S OR SIMILAR APPROVED FOR LIGHT COMMERCIAL USE. LAID IN HERRING BONE PATTERN OR AS PER MANUFACTURER RECOMMENDATION
EMBED EDGE OF PAVING IN CONC. EDGING
Ø1500x1500 CONC. SUMPS - TYPICAL
PLANS APPROVED
DATE
LICENCE NUMBER
BUILDING SURVEYOR
CROSSOVER LEVEL
CONTAIN
ALL RAINWATER PIPES
GRADE BRICK PAVING INTO SUMPS AS SHOWN
MARK DISABLED BAYS AS PER COUNCIL REQUIREMENTS
MARK ALL OTHER BAYS AS SHOWN TO COUNCIL'S SATISFACTION
BRICK & TILE HOME UNIT FFL: 10.58
BRICK & TILE HOME UNIT FFL: 10.71
2.000 HIGH MASONRY FENCE
REMOVE/RELOCATE EXISTING RESIDENCE
"LANDSCAPING"
6800
8200
15.600m

Client: Planning Horizons

Project: 729 Canning Highway TIS



ACOUSTIC REPORT

FOR

PROPOSED MEDICAL CENTRE

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28 August 2025

AES-890451-R01-0-28082025

Acoustic Engineering Solutions
www.acousticengsolutions.com.au

DOCUMENT CONTROL

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Acoustic Engineering Solutions
ABN: 64 451 362 914

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EXECUTIVE SUMMARY

A scheme amendment is now proceeding to upgrade the current Epsom Dental Care into a medical centre at 729 Canning Hwy Applecross. The medical centre is proposed to operate during the day of Monday to Saturday excluding public holidays and have five (5) practitioners and ten (10) support staff. Acoustic Engineering Solutions (AES) has been commissioned by Planning Horizons to undertake an environmental noise impact assessment for determining whether or not the proposed medical centre would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

An acoustic model has been created and two operational scenarios are modelled to represent the worst-case operations of the proposed medical centre:

Scenario 1 represents the worst-case operation of onsite mechanical plant.
Scenario 2 represents the short events of closing a vehicle door in the onsite car park area.

Four closest residences are selected for the detailed assessments of noise impact. Noise levels are predicted for the default "worst-case" meteorological conditions. The predicted worst-case noise levels are adjusted for their dominant characteristics according to the Regulations, and then assessed against the noise criteria set by the Regulations. The compliance assessment concludes that full compliance is achieved for the proposed medical centre.

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1.0 INTRODUCTION

A scheme amendment is now proceeding to upgrade the current Epsom Dental Care into a medical centre at 729 Canning Hwy Applecross. An acoustic report is required for undertaking an environmental noise impact assessment to determine whether or not the proposed medical centre would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

Acoustic Engineering Solutions (AES) has been commissioned by Planning Horizons to prepare the acoustic report.

1.1 SUBJECT SITE

Figure 1 in APPENDIX A presents an aerial view of the subject site and the surrounding area including the closest residences. The subject site is located off Canning Hwy and surrounded by residential premises.

Figure 2 and Figure 3 in APPENDIX A present the site plan and elevation views. The medical centre building is a single storey building of rendered double-brick walls and tile roof. Ceilings have 10mm flush plasterboards with a R2.5 insulation layer above. The windows are 6mm laminated glazing. The front entry double doors and the side staff-entry single door are the commercial aluminium framed 6mm laminated glass inserts. The back door to the courtyard is a 6mm laminated sliding door.

12 split air-conditioners were installed about 12 years ago and their outdoor units are wall-mounted or sit on the ground against the walls. No cooling fans are installed. No noisy medical equipment operates inside the building.

The medical centre has a reception and waiting area in the front, toilets/shower, stores, a kitchen, change rooms, six surgeries and two offices. The kitchen is not used for cooking and does not have rangehood. The kitchen is used for preparing tea/coffee or reheating food only. No amplified music will be played but one TV screen will be installed in the waiting area. The TV volume will be at low levels (like a normal conversation) and mainly for soothing visuals.

The medical centre is proposed to operate between:

- 7am and 5pm on Monday to Friday excluding public holidays; and
- 8am and 5pm on Saturday.

Medical material deliveries may happen during business hours only via B99 vans (not trucks).

The front site boundary fence is less than 0.5m while the other site boundary fences are brick walls.

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2.0 NOISE CRITERIA

Noise management in Western Australia is implemented through the Environmental Protection (Noise) Regulations 1997 (the Regulations). The Regulations set noise limits which are the highest noise levels that can be received at noise-sensitive (residential), commercial and industrial premises. These noise limits are defined as 'assigned noise levels' at receiver locations. Regulation 7 requires that "noise emitted from any premises or public place when received at other premises must not cause, or significantly contribute to, a level of noise which exceeds the assigned level in respect of noise received at premises of that kind".

Table 2-1 presents the assigned noise levels at various premises.

Table 2-1: Assigned noise levels in dB(A)

Type of Premises Receiving Noise	Time of Day	Assigned Noise Levels in dB(A)[1]		
		L_{A10}	L_{A1}	L_{Amax}
Noise sensitive premises: highly sensitive area	0700 to1900 hours Monday to Saturday	45 + Influencing factor	55 + Influencing factor	65 + Influencing factor
	0900 to1900 hours Sunday and public holidays	40 + Influencing factor	50 + Influencing factor	65 + Influencing factor
	1900 to 2200 hours all days	40 + Influencing factor	50 + Influencing factor	55 + Influencing factor
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays	35 + Influencing factor	45 + Influencing factor	55 + Influencing factor
Noise sensitive premises: any area other than highly sensitive area	All hours	60	75	80
Commercial premises	All hours	60	75	80
Industrial and utility premises other than those in the Kwinana Industrial Area	All hours	65	80	90

For highly noise sensitive premises, an "influencing factor" is incorporated into the assigned noise levels. The influencing factor depends on road classification and land use zonings within circles of 100 metres and 450 metres radius from the noise receiver locations.

[1] Assigned level L_{A1} is the A-weighted noise level not to be exceeded for 1% of a delegated assessment period.
Assigned level L_{A10} is the A-weighted noise level not to be exceeded for 10% of a delegated assessment period.
Assigned level L_{Amax} is the A-weighted noise level not to be exceeded at any time.

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2.1 CORRECTIONS FOR CHARACTERISTICS OF NOISE

Regulation 7 requires that that "noise emitted from any premises or public place when received at other premises must be free of:

(i) tonality;
(ii) impulsiveness; and
(iii) modulation.

when assessed under Regulation 9".

If the noise exhibits intrusive or dominant characteristics, i.e. if the noise is impulsive, tonal, or modulating, noise levels at noise-sensitive premises must be adjusted. Table 2-2 presents the adjustments incurred for noise exhibiting dominant characteristics. That is, if the noise is assessed as having tonal, modulating or impulsive characteristics, the measured or predicted noise levels have to be adjusted by the amounts given in Table 2-2. Then the adjusted noise levels must comply with the assigned noise levels. Regulation 9 sets out objective tests to assess whether the noise is taken to be free of these characteristics.

Table 2-2: Adjustments for dominant noise characteristics

Adjustment where noise emission is not music. These adjustments are cumulative to a maximum of 15 dB.			Adjustment where noise emission is music	
Where tonality is present	Where Modulation is present	Where Impulsiveness is present	Where Impulsiveness is not present	Where Impulsiveness is present
+5 dB	+5 dB	+10 dB	+10 dB	+15 dB

2.2 VEHICLE NOISE

Regulation 3(a) states that *nothing in these regulations applies to the following noise emissions —*

(a) Noise emissions from the propulsion and braking systems of motor vehicles operating on a road.

If it is open to public, a car park is considered to be a road and therefore vehicle noise (propulsion and braking) is not strictly assessed. However, noise from car door shutting still requires assessment, as this does not form part of the propulsion or braking systems.

2.3 INFLUENCING FACTORS

Four closest residential receivers are selected for the detailed assessments of noise impact, as shown in Figure 1 in APPENDIX A.

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Influencing factors vary from residence to residence depending on the surrounding land use. The Main Road traffic flow data indicates that Canning Hwy is classified as the major road. All of the receivers are less than 100m from Canning Hwy and have transport factor of 6dB.

A few of commercial premises are present off Canning Hwy and at more than 100m but less than 450 from any of the receivers. The presence of these commercial premises gives zero influencing factors to the receivers.

Table 2-3 presents the daytime[2] assigned noise levels for the selected receivers on Monday to Saturday.

Table 2-3: Daytime assigned noise levels in dB(A)

Receivers	Daytime Assigned Noise Levels in dB(A)		
	L_{A10}	L_{A1}	L_{Amax}
All Receivers	51	61	71

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[2] 0700 to 1900 hours for Monday to Saturday.

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3.0 NOISE MODELLING

3.1 METHODOLOGY

An acoustic model has been developed using SoundPlan v8.0 program, and the ISO 9613 prediction algorithms are selected for this study. The acoustic model is used to predict noise levels at the selected receiver locations and generate noise contours for the area surrounding the subject site.

The acoustic model does not include noise emissions from any sources other than from the proposed medical centre. Therefore, noise emissions from aircraft, road traffic, dog barking and birds, etc are excluded from the modelling.

3.2 INPUT DATA

3.2.1 Topography

The ground elevation contours of the subject site and the surrounding area are obtained from the intramap website of the City of Melville. Averaged ground absorption of 0.6 is assumed.

The buildings onsite and in the surrounding area are digitised into the acoustic model together with the site boundary fences. No front site boundary fence is considered.

3.2.2 Noise Sensitive Premises

Four closest residential receivers are selected for the detailed assessments of noise impact, as shown in Figure 1 in APPENDIX A. R1 and R3 are ground level receivers (1.5m above the ground) while R4 is an upper floor receiver of a double storey building (4.5m above the ground).

3.2.3 Source Sound Power Levels

Table 3-1 presents the source sound power levels. Planning Horizons advised that the sound power level of outdoor unit of an air-conditioner (AC) is 61 or 62 dB(A) (read from the AC outdoor cases). The sound power levels of other noise sources are obtained from the AES database for similar equipment based on the information provided by Planning Horizons.

Table 3-1: Sound power levels.

Equipment	Overall Sound Power Levels in dB(A)
Toilet/Shower Vent	62

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Equipment	Overall Sound Power Levels in dB(A)
Air-Conditioner	62
Closing Vehicle Door L_{Amax}	86

3.3 METEOROLOGY

SoundPlan calculates noise levels for defined meteorological conditions. In particular, temperature, relative humidity, wind speed and direction data are required as input to the model. For this study the default "worst-case" daytime meteorological conditions[3] are assumed, as shown in Table 3-2.

Table 3-2: Worst-case daytime meteorological conditions.

Time of day	Temperature Celsius	Relative Humidity	Wind speed	Wind Direction
Day (0700 --- 1900)	20° Celsius	50%	≤5 m/s	All

3.4 NOISE MODELLING SCENARIOS

Planning Horizons advised:

- The medical centre is proposed to operate between:
  - 7am and 5pm on Monday to Friday excluding public holiday; and
  - 8am and 5pm on Saturday.
- The medical centre has five (5) practitioners and ten (10) support staff.
- During the opening hours, all of the windows are closed and all of the doors are closed except for entry and exit.
- 12 split air-conditioners (AC) were installed about 12 years ago and their outdoor units are wall-mounted or sit on the ground against the walls. The AC sound power level is 61 or 62 dB(A).
- No cooling fans are installed.
- No noisy medical equipment operates inside the building.
- Toilet/shower vents are located above the roof.
- The kitchen is for staff use only for preparing tea/coffee or reheating food. No rangehood is installed.

[3] Guideline: Assessment of Environmental Noise Emissions, Draft for Consultation, May 2021.

- No amplified music is played.
- One TV screen is installed in the waiting area. The TV volume will be kept at low levels (as one normal conversation) mainly for soothing visuals.
- Medical materials are delivered by a B99 van during business hours.
- Multiple car-park bays are available onsite.

Based on the provided information, two operational scenarios are modelled to represent the worst-case operations of proposed medical centre:

Scenario 1: All items of the onsite mechanical plant operate simultaneously:

- 12 Air-conditioners; and
- 6 Toilet/shower vents.

Scenario 2: A vehicle door is closed in the car parking area.

Scenario 1 represents the worst-case operation of onsite mechanical plant. The noise from the TV screen is at low levels in the waiting area (inside the building) and not considered because it is attenuated significantly by the building envelope becoming insignificant outdoors (as advised, the entry doors are kept to be closed except for entry/exit) compared with the outdoor mechanical plant (Air-conditioners and toilet/shower vents).

Scenario 2 represents short events of vehicle door closing. A vehicle door closing is modelled as a point source. The barrier effect of vehicle bodies is not considered in the acoustic model and the predicted noise levels for scenario 2 may be higher than the actual levels in vehicle body shadow areas.

Conversations inside the building are expected to be minimum and not be modelled. The noises from conversations are attenuated significantly by the building envelope (double brick walls and insulated roof-ceiling system) and inaudible outdoors (they may be lower than background noises).

As advised, medical materials are delivered via B99 vans during business hours. B99 vans do not have refrigeration unit. The noises from B99 vans are covered in scenario 2.

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4.0 MODELLING RESULTS

4.1 POINT MODELLING RESULTS

Table 4-1 presents the predicted worst-case A-weighted noise levels. For scenario 2, the predicted noise levels are the L_{AMax} levels. The highest noise level is predicted at R2 for both of the scenarios.

Table 4-1: Predicted worst-case noise levels in dB(A).

Receivers	Scenario 1	Scenario 2
R1	28.0	26.8
R2	30.0	45.0
R3	28.5	39.1
R4	26.3	40.1

4.2 NOISE CONTOURS

Figure 4 and Figure 5 in APPENDIX B present the worst-case noise contours at 1.5m above the ground. These noise contours represent the worst-case noise propagation envelopes, i.e., worst-case propagation in all directions simultaneously.

Figure 5 show the worst-case noise level L_{AMax} contours.

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5.0 COMPLIANCE ASSESSMENT

5.1 ADJUSTED NOISE LEVELS

According to Table 2-2, the predicted noise levels shown in Table 4-1 should be adjusted by:

- 5 dB if the noise received exhibits tonality; or
- 10 dB if the noise received exhibits impulsiveness.

Mechanical plant may radiate tonal components. Therefore, a 5dB tonality adjustment applies to the predicted noise levels for scenario 1.

Scenario 2 considers the vehicle-door closing noise only. The vehicle-door closing noise may exhibit implusiveness. Therefore, a 10dB adjustment applies to the predicted noise levels for scenario 2.

Table 5-1 presents the adjusted worst-case A-weighted noise levels.

Table 5-1: Adjusted worst-case noise levels in dB(A).

Receivers	Scenario 1	Scenario 2
R1	33.0	36.8
R2	35.0	55.0
R3	33.5	49.1
R4	31.3	50.1

5.2 COMPLIANCE ASSESSMENT

Scenario 1 generates continuous noise emissions and should be assessed against the assigned noise levels L_{A10}. Vehicle door closing is a very short event. The noise from a vehicle door closing is predicted in L_{Amax} level and the assigned noise levels L_{Amax} apply to scenario 2.

Table 5-2 presents the day-time compliance assessment for Monday to Saturday excluding public holidays. It is shown that the adjusted noise levels are much below the day-time assigned noise levels at all of the closest residences for both of the scenarios. This concludes that full compliance is achieved for the proposed medical centre.

Table 5-2: Day-time compliance assessment.

Receivers	Assigned L_{A10} in dB(A)	Adjusted Levels dB(A)	Assigned L_{AMax} in dB(A)	Adjusted L_{AMax} in dB(A)
		Scenario 1		Scenario 2
R1	51	33.0	71	36.8
R2	51	35.0	71	55.0
R3	51	33.5	71	49.1
R4	51	31.3	71	50.1

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APPENDIX A AERIAL VIEW

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Figure 1: Aerial view of subject site and surrounding area.

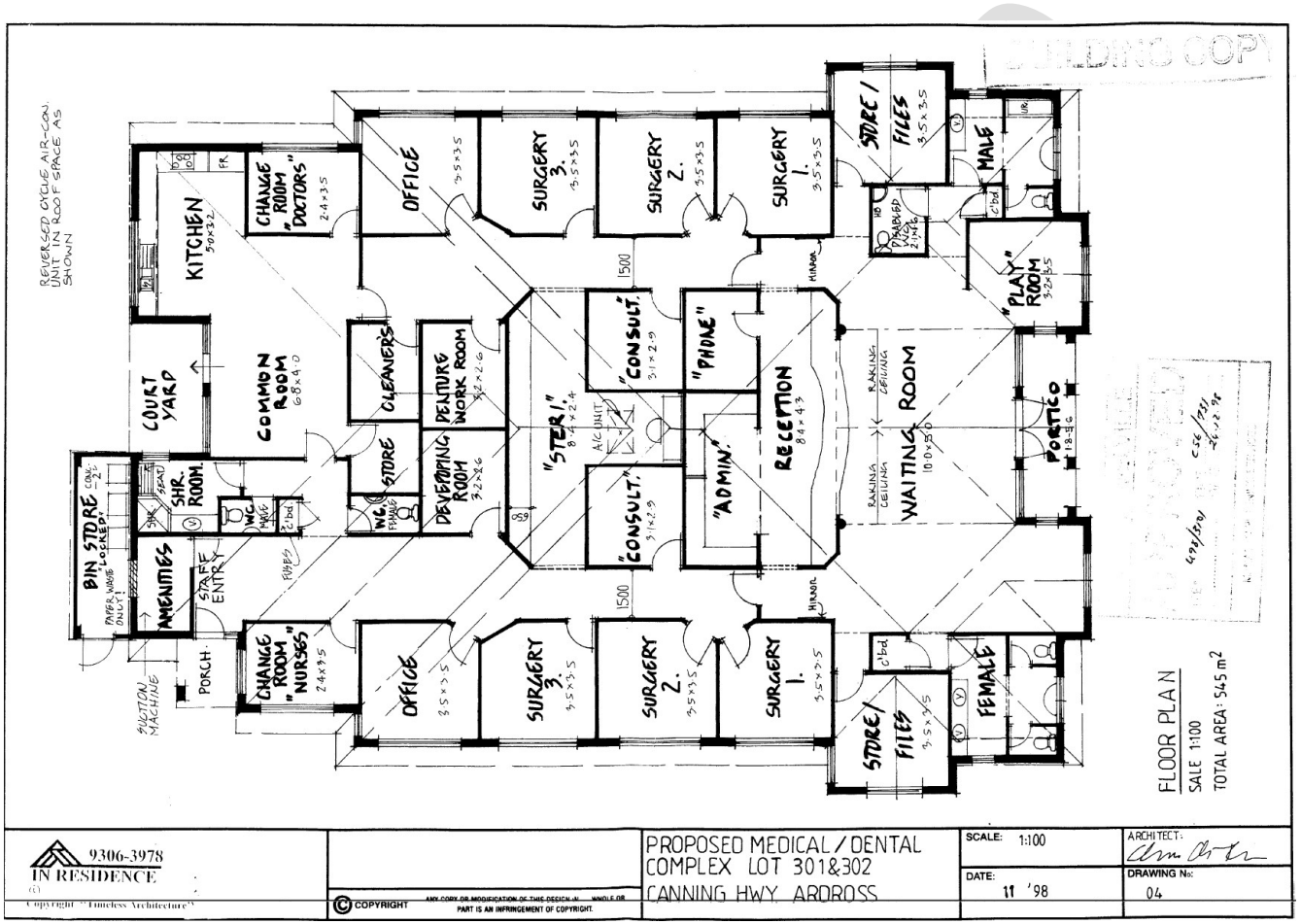

Figure 2: Site plan.

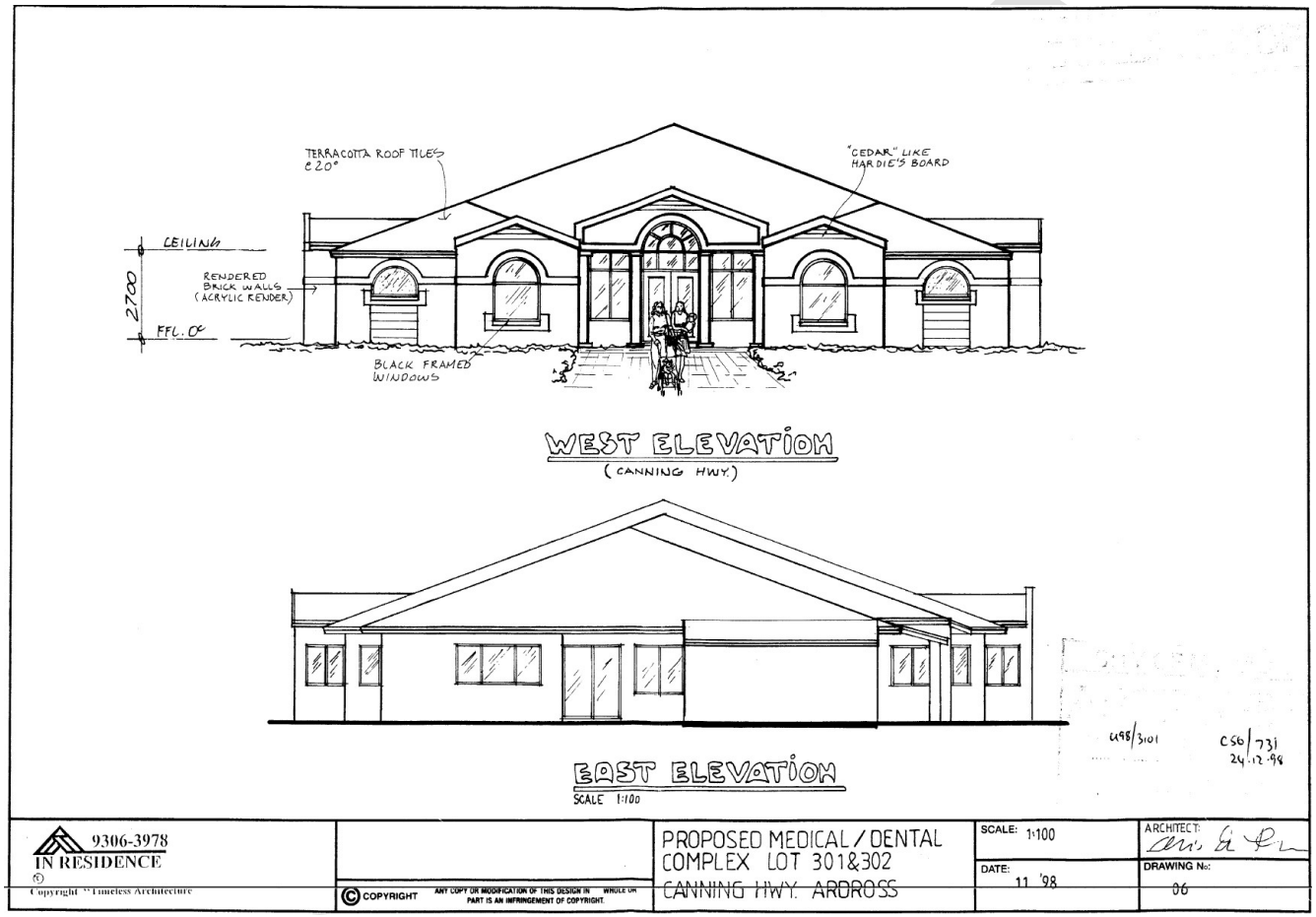

Figure 3: Election views.

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APPENDIX B NOISE CONTOURS

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Figure 4: Worst-case noise level contours for scenario 1.

Figure 5: Worst-case noise level L_{AMax} contours for scenario 2.

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City of Melville

CITY OF MELVILLE
OFFICER ADVICE NOTE

Presented to	Ordinary Meeting of Council to be held 17 March 2026
Related to Item	15.1 Notice of Motion 80 Kintail Road
Submitted by	Director Corporate Services
Attachments	Nil.

The information provided below is intended to provide additional officer advice in relation to the Notice of Motion proposed by Cr Ross.

Background

The subject site at 80 Kintail Road, Applecross is located within the suburb of Applecross within the City of Melville. The site comprises of a 1012sqm land parcel and is zoned Residential R15 under the City of Melville Local Planning Scheme.

Property overview

- **Address:** 80 Kintail Road, Applecross WA
- **Improvements:** 188 m² church building (circa 1930s)
- **Current use:** Religious / community facility
- **Heritage status:** Not listed on the State Heritage Register but included in the City's Local Heritage Survey (Category 2).

80 Kintail Road, Applecross

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It is important to note that the condition of the existing building is currently unknown. Given the age of the structure (circa 1930s) and its heritage listing within the Local Heritage Survey, there is potential for significant maintenance, restoration or compliance costs should the City acquire the site. Without detailed due diligence, building inspections and cost assessments, the City could assume unforeseen liabilities associated with building condition, heritage constraints or required upgrades.

The City is currently undertaking a broader Land Optimisation Strategy, which is assessing opportunities at a precinct level. As this work has not yet been finalised, acquiring individual sites ahead of the Strategy risks pre-empting its outcomes and does not align with the City's broader planning frameworks, including the Cultural Infrastructure Strategy.

Following a preliminary review, Administration's view is that it may be premature for the City to pursue acquisition of the property at this time, noting that further strategic, financial and planning considerations would need to be assessed.

Engagement Implications

Due to the limited time available, no formal stakeholder or community engagement has been undertaken. Administration has only made preliminary contact with the real estate agent to obtain an indicative understanding of the expected purchase price.

The property was advertised with a closing date for offers of **Wednesday, 11 March 2026 at 2:00 pm**. However, Administration understands the agent may continue to accept offers until next week.

Financial Implications

At present, it may not be appropriate for the City to acquire additional community-type assets that do not generate an income stream, particularly where the acquisition has not been provisioned within the City's adopted Annual Budget or Long-Term Financial Plan.

Based on preliminary information, the potential purchase price is likely to be in the order of $3 million, which would represent a significant unplanned capital commitment. Funding such an acquisition would require either reprioritisation of existing projects or the use of reserve funds.

The most appropriate funding source would likely be the Land and Property Reserve. However, any use of these funds would require repayment to the reserve, with interest applied at the prevailing Western Australian Treasury Corporation (WATC) interest rate.

As Council is aware, reserve balances are currently trending downward due to the significant capital program delivered in recent years. In this context, careful consideration should be given to how remaining reserves are utilised to ensure the City maintains long-term financial sustainability and capacity to fund future strategic priorities.

While the church property may have community or heritage value, acquiring the site would likely result in the City assuming additional financial obligations with little or no corresponding revenue return.

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Legislative and Policy Implications

The site will be subject development constraints within an established residential area and is subject to planning, heritage and amenity considerations which could constrain future options and use of the site.

Consequences

Progressing acquisition of this site may limit the City's ability to consider other commercial opportunities that may provide greater strategic and value. In addition, acquisition would likely require a significant capital allocation in addition to ongoing maintenance and potential redevelopment costs, subject to future uses.

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