



AGENDA

AGENDA BRIEFING FORUM

NOTICE OF MEETING

I respectfully bring to the attention of Elected Members that an Agenda Briefing Forum will be held in the Council Chambers, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 8 September 2026 commencing at 6:30pm.

Gail Bowman
Chief Executive Officer

The City of Melville acknowledges the Bibbulmun people as the Traditional Custodians of the land on which the City stands today and pays its respects to the Whadjuk people, and Elders past, present and future.

Use this link to access the [City of Melville Council Meetings YouTube channel](#) to watch the live stream or access the recordings of public Council meetings.



OFFICIAL**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.

- **Excellence** - Striving for the best possible outcomes.
- **Participation** – Involving, collaborating and partnering.
- **Integrity** - Acting with honesty, openness and with good intent.
- **Caring** – 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.

OFFICIAL**Making A Deputation**

A deputation is a verbal presentation by one or more members of the public on a matter to be considered at the Council meeting. Deputations are made at the relevant Agenda Briefing Forum, held one week prior to the Ordinary Meeting of Council.

Information on making a deputation is available on the City's website. [Request to make a Deputation.](#)

Public Question Time

You can ask a question at a Council meeting during Public Question Time. Information on how to ask a question can be found on the City's website. [Public Question Time.](#)

Complex questions or those related to matters on the agenda and requiring a response at the meeting are "questions on notice" and should be submitted in writing, by the close of business the Tuesday prior to the meeting.

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Any person or entity who has an application before the City must obtain, and should only rely on, written notice of the City's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the City on the operation of written law, or the performance of a function by the City, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the City. Any advice on a matter of law, or anything sought to be relied upon as representation by the City should be sought in writing and should make clear the purpose of the request.

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OFFICIAL**Audio-Visual Recording and Live Streaming**

In accordance with the Council Policy CP-088 Live Streaming and Audio-Visual Recordings of Public Meetings of the Council, this meeting is electronically recorded and broadcast to the [City of Melville Council Meetings YouTube Channel](#). All recordings are retained as part of the City's records in accordance with the *State Records Act 2000* and the General Disposal Authority for Local Government Records. Learn more about [live streaming and audio-visual recordings of meetings](#) on the City of Melville website.

Purpose of Agenda Briefing Forum

The purpose of this Forum is to provide an opportunity for Elected Members to ask questions and obtain additional information in respect to reports and items on the attached Council Agenda. It is not a decision making forum, nor is it open for debate on matters. Members of the public are able to present deputations in respect to matters on the Council Agenda at this Forum, prior to matters being formally deliberated upon at the next Ordinary Council Meeting.

OFFICIAL**Contents**

1	Official Opening	7
2	Attendance and Apologies	7
3	Declarations by Members.....	8
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	8
3.2	Declarations by Members who have received and not read the Elected Members Bulletin	8
4	Announcements by the Presiding Member (Without Discussion)	8
	Approved Deputations	8
	Approved Written Submission	8
5	Disclosure of Interest	8
5.1	Financial or Proximity Interests	8
5.2	Disclosure of Interest That May Cause a Conflict	8
6	Public Question Time	8
6.1	Questions Received with Notice	8
6.2	Questions Received at the Meeting	8
6.3	Questions Taken on Notice at Previous Meeting	8
7	Awards and Presentations	9
8	Applications for New Leave of Absence	9
9	Confirmation of Minutes	9
10	New Business of an Urgent Nature.....	9
11	Identification of Matters for Which Meeting May Be Closed	9
12	Petitions	9
13	Adoption of Recommendations en Bloc	9
14	Reports	10
14.1	Reports from Committees	10
M26/106	Compliance Audit Return 2025.....	10
14.2	Reports of the Chief Executive Officer.....	10
	Management Services	10
	Corporate Services	11
C26/420	Schedule of Accounts Paid - July 2026	11
C26/421	Statements of Financial Activity - July 2026	11
C26/422	Investment Statements - July 2026	11
C26/423	RFT252645 Supply and Implementation of Parking Enforcement Technology (Late Covering Report)	12
C26/424	RFQ252661 – Supply of Security Infrastructure & Maintenance (WALGA) (Late Covering Report).....	12

OFFICIAL

Community Development.....	12
CD26/74 Annual Review of Financial and Non-Financial Advocacy Priorities	12
Environment and Infrastructure	13
E26/104 P262701 - Pre-qualified Panel for Supply of Drainage Infrastructure Cleaning Services	13
Planning.....	13
UP26/121 Local Planning Policy 1.23 - Requirements for Local Planning Scheme Amendments.....	13
UP26/122 State Development Assessment Unit - Referral Response - 326 Canning Highway, Bicton	14
15 Motions with Previous Notice	15
16 Motions Without Previous Notice (APPROVAL BY ABSOLUTE MAJORITY).....	15
17 Matters for Which Meeting was Closed to the Public.....	15
18 Decisions Made While Meeting was Closed to the Public	15
19 Closure	15

OFFICIAL

1 OFFICIAL OPENING

2 ATTENDANCE AND APOLOGIES

In Attendance

Councillors

Ward

Officers

Apologies

On Approved Leave of Absence

Cr G Panayotou

Bicton - Attadale - Alfred Cove Ward

OFFICIAL**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

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

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

Approved Written Submission

5 DISCLOSURE OF INTEREST

5.1 Financial or Proximity Interests

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

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)

6 PUBLIC QUESTION TIME

6.1 Questions Received with Notice

6.2 Questions Received at the Meeting

6.3 Questions Taken on Notice at Previous Meeting

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 15 September 2026.

OFFICIAL**7 AWARDS AND PRESENTATIONS**

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 15 September 2026.

8 APPLICATIONS FOR NEW LEAVE OF ABSENCE

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 15 September 2026.

9 CONFIRMATION OF MINUTES

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 15 September 2026.

10 NEW BUSINESS OF AN URGENT NATURE**11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED****12 PETITIONS**

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 15 September 2026.

13 ADOPTION OF RECOMMENDATIONS EN BLOC

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 15 September 2026.

OFFICIAL**14 REPORTS****14.1 Reports from Committees****M26/106 Compliance Audit Return 2025****Deputations**

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- All Western Australian Local Authorities are required to complete a Compliance Audit Return (the Return) and submit their findings to the Local Government Inspector by 31 March each year.
- The deadline for submitting your Compliance Audit Return (CAR) for the period of 1 January to 31 December 2025 has been deferred until 30 September 2026. With the introduction of the Local Government Inspectorate, there have been a number of changes to the statutory requirements for which a compliance audit is needed. These changes are outlined in regulation 13 of the Local Government (Audit) Regulations 1996, published on 1 January 2026.
- The City has demonstrated 97% compliance with 69 applicable questions in the 2025 Compliance Audit Return. This excludes 28 questions which have been determined not applicable to the City during the 2025 period.

14.2 Reports of the Chief Executive Officer**Management Services**

Nil.

OFFICIAL**Corporate Services****C26/420 Schedule of Accounts Paid - July 2026****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

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

C26/421 Statements of Financial Activity - July 2026**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

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

C26/422 Investment Statements - July 2026**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- This report presents the investment statements for the period ending 31 July 2026 and recommends that it be noted by the Council.

OFFICIAL**C26/423 RFT252645 Supply and Implementation of Parking Enforcement Technology (Late Covering Report)**

This report is scheduled to be distributed to Elected Members and published on the City's website on Friday, 11 September 2026.

C26/424 RFQ252661 – Supply of Security Infrastructure & Maintenance (WALGA) (Late Covering Report)

This report is scheduled to be distributed to Elected Members and published on the City's website on Friday, 11 September 2026.

Community Development**CD26/74 Annual Review of Financial and Non-Financial Advocacy Priorities****Deputations**

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- The Advocacy Policy (CP-127) sets out the use of advocacy, how the advocacy strategy is established and implemented, and the relevant roles and responsibilities. It also states that Council endorses the advocacy strategy, including changes arising from the annual review process.
- This report presents the annual review of the Financial and Non-Financial Advocacy Priorities as part of that process.
- The annual review updates the City's advocacy strategy for the next four years, providing an outlook through to the 2029/2030 financial year.
- The updated priorities will inform the 2027 Advocacy Book.

OFFICIAL**Environment and Infrastructure****E26/104 P262701 - Pre-qualified Panel for Supply of Drainage Infrastructure Cleaning Services****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- This report is presented to Council to recommend the acceptance of a request submitted for P262701 Pre-qualified Panel for Supply of Drainage Infrastructure Cleaning Services

Planning**UP26/121 Local Planning Policy 1.23 - Requirements for Local Planning Scheme Amendments****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- At its Ordinary Meeting held on 19 May 2026, Council endorsed draft Local Planning Policy (LPP) 1.23 – Requirements for Local Planning Scheme Amendments for the purpose of public advertising.
- The draft policy provides guidance on information requirements for Standard and Complex Scheme Amendments and outlines circumstances where preliminary consultation before formal statutory advertising is necessary. The intent of the draft policy is to improve transparency, consistency and early identification of issues in the Scheme Amendment process.
- Public advertising was undertaken from 10 June to 2 July 2026. Nine submissions were received, comprising five submissions in support, two submissions in support with concerns and two submissions in opposition.
- The key matters raised related to community engagement, the criteria for preliminary consultation before formal statutory advertising, the role of Concept Master Plans, assessment timeframes and concerns about specific planning proposals.
- Refinements in response to the feedback received are outlined in Attachment 1 and shown in the tracked changes version of LPP 1.23 in Attachment 2, with associated administrative amendments to Local Planning Policy 1.1 – Planning Process and Decision Making shown in Attachment 3.
- Council is requested to note the submissions received, consider the officer responses and adopt Local Planning Policy 1.23 – Requirements for Local Planning Scheme Amendments.

OFFICIAL**UP26/122 State Development Assessment Unit - Referral Response - 326 Canning Highway, Bicton****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- In July 2020, the State Government introduced a new Part 17 Significant Development Pathway under the Planning and Development Act 2005 that granted the Western Australian Planning Commission (WAPC) temporary decision-making powers to determine proposals over \$20 million in metropolitan Perth.
- The Part 17 pathway closed in December 2023 and has now been replaced with the permanent Part 11B Significant Pathway which is a refined version of the previous Part 17 pathway and under which the subject application has been submitted.
- Under the Part 11B pathway, the State Development Assessment Unit (SDAU) within the Department of Planning, Lands and Heritage (DPLH) will assess the development application and make a recommendation to the Western Australian Planning Commission, who is the decision maker of significant development applications under Part 11B of the Act.
- A development application for an 11-storey mixed-use development comprising 203 multiple dwellings and 7 commercial tenancies was submitted to the DPLH under the Part 11B pathway on 22 July 2026.
- The DPLH formally referred the development application to the City on 22 July 2026 and has invited the City to provide a referral response, comment, or recommended conditions on the proposal by 21 September 2026.
- The application has been referred to Council to provide the City's referral response to the DPLH in accordance with Delegation DA-20 Planning and Related Matters within City of Melville Statutory Delegation and Authorisation Manual.
- The SDAU is responsible for undertaking all public consultation for this development application, and considering any submissions received. Consultation commenced on the 30 July 2026 and will run until 30 August 2026.
- The details of the proposed development have been assessed against the relevant local planning framework including Local Planning Scheme No. 6 (LPS6), the Residential Design Codes Volume 1 (R-Codes) and applicable local planning policies.
- It is recommended that the planning referral response including conditions be recommended to the WAPC for their consideration regarding the proposed development.

OFFICIAL

- 15 MOTIONS WITH PREVIOUS NOTICE**

- 16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)**

- 17 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC**

- 18 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC**

- 19 CLOSURE**