



City of
Melville

MINUTES

SPECIAL MEETING OF COUNCIL

7:00pm Wednesday, 27 August 2025

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

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

A handwritten signature in black ink, appearing to be 'M. Mair', written over a white background.

Date

16 September 2025



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.

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CONFIRMED

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

Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
Quasi-Judicial	<i>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.</i>

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1 OFFICIAL OPENING

The Presiding Member welcomed those in attendance to the meeting, officially declared the Special Meeting of Council open at 7:02pm 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.

2 ATTENDANCE AND APOLOGIES

In Attendance

K Mair

Mayor

Councillors

Cr K Wheatland

Cr T Fitzgerald

Cr J Edinger

Cr N Robins

Cr C Ross

Cr J Spanbroek

Cr D Lim

Cr S Green

Cr T Lee

Ward

Palmyra - Melville - Willagee Ward

Palmyra - Melville - Willagee Ward

Bicton - Attadale - Alfred Cove Ward

Bateman - Kardinya - Murdoch Ward

Applecross - Mount Pleasant Ward

Bull Creek - Leeming Ward

Applecross - Mount Pleasant Ward

Central Ward

Central Ward

Officers

Ms G Bowman (*until 7:06pm*)

Chief Executive Officer

Mr R De Nobrega

Lead – HR Operations

Ms C Newman

Head of Governance

Ms M Smith Poulton (*until 7:06pm*)

Lead Governance

External

Ms H Hardcastle

Learning Horizons

Apologies

Cr S Hong

Bateman - Kardinya - Murdoch Ward

On Approved Leave of Absence

Cr M Woodall

Bull Creek - Leeming Ward

Cr G Barber

Bicton - Attadale - Alfred Cove Ward

At the commencement of the meeting:

Public Gallery

0

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

Nil.

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*

C25/306 CEO Annual Performance Review 2025

Name	Ms G Bowman, Chief Executive Officer
Nature of interest	Financial Interest
Item description	Relates to performance review ad remuneration and conditions.

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.

6 PUBLIC QUESTION TIME

At 7:04pm the Presiding Member opened Public Question Time.

6.1 Questions Received with Notice

Nil.

6.2 Questions Received at the Meeting

Nil.

At 7:05pm the Presiding Member closed Public Question Time.

7 NEW BUSINESS OF AN URGENT NATURE

Nil.

8 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 7:05pm, the Presiding Member advised that item C25/306 CEO Annual Performance Review 2025 is confidential and will be discussed behind closed doors.

9 ADOPTION OF RECOMMENDATIONS EN BLOC

Nil.

10 REPORTS

10.1 Reports from Committees

11 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

Special Governance Committee Meeting held on 27 August 2025

COUNCIL RESOLUTION

At 7:06pm Cr D Lim moved, seconded Cr T Lee

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:

- **C25/306 CEO Annual Performance Review 2025**

This matter is considered to be confidential under Section 5.23(2) - (a), (b) and (c) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or employees, the personal affairs of any person and a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

At 7:06pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (10/0)

At 7:06pm, Ms M Smith-Poulton left the meeting and did not return.

7:06pm *Ms G Bowman, CEO disclosed a financial interest in Item C25/306 and left the meeting and did not return.*
27/08/2025

At 7:06pm, the Presiding Member adjourned the Special Meeting of Council.

At 7:43pm, the Presiding Member resumed the Special Meeting of Council.

COUNCIL RESOLUTION

At 8:37pm Cr J Edinger moved, seconded Cr J Spanbroek

That the meeting be opened to members of the public.

At 8:37pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (10/0)

12 DECISION MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

At 8:38pm, the Presiding Member advised for the purpose of the minutes that item C25/306 CEO Annual Performance Review 2025 was discussed behind closed doors and that the Committee recommendations were carried by absolute majority.

13 CLOSURE

There being no further business to discuss, the Presiding Member declared the meeting closed at 8:39pm.

CONFIRMED