



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, 12 May 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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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.

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OFFICIAL

1 OFFICIAL OPENING

2 ATTENDANCE AND APOLOGIES

In Attendance

Councillors

Ward

Officers

Apologies

On Approved Leave of Absence

Cr C Ross

Applecross - Mount Pleasant 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 is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 19 May 2026.

OFFICIAL**7 AWARDS AND PRESENTATIONS**

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 19 May 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, 19 May 2026.

9 CONFIRMATION OF MINUTES

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 19 May 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, 19 May 2026.

13 REPORTS**13.1 Reports from Committees**

Nil.

OFFICIAL**13.2 Reports of the Chief Executive Officer****Management Services****M26/77 Common Seal April 2026****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

This report details the documents to which the City of Melville Common Seal has been applied for the period from 24 January 2026 up to and including 23 April 2026 for the Council's noting. This is a standing report to the Council.

Corporate Services**C26/377 Investment Statements for March 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 March 2026 and recommends that it be noted by the Council.

C26/379 Statements of Financial Activity for March 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 March 2026; and
- Presents the variances for the month of March 2026 and recommends that they be noted by the Council; and
- Presents the budget amendments required for the month of March 2026 and recommends that they be adopted by the Council by Absolute Majority decision.

OFFICIAL**C26/378 Schedule of Accounts Paid for March 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 March 2026 and recommends that the Schedule of Accounts Paid be noted.

C26/380 Alternative Revenue Plan**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The Alternative Revenue Plan (ARP) provides a strategic framework to improve the City's long-term financial sustainability by diversifying revenue sources beyond rates.
- The Plan responds to the City's high reliance on rates (75%), identifying practical opportunities to strengthen financial resilience over time.
- It focuses on optimising existing assets and revenue streams, including land and asset utilisation, investment returns, fees and charges, and parking revenue.
- The ARP is a high-level strategy, not an implementation plan, individual initiatives will be subject to future business cases and Council decisions.
- Implementation will be staged over time and integrated into the Long Term Financial Plan, Corporate Business Plan and annual budget processes.

OFFICIAL**Community Development****CD26/63 Leeming Recreation Centre - Pre-Feasibility Study****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- At the December 2024 Ordinary Meeting of Council, the Council requested investigations into the future of the Leeming Recreation Centre (LRC), including a Needs Analysis and a Pre-Feasibility Study.
- The Draft Needs Analysis was presented to Council in June 2025 (CD25/45) and identified significant demand for a contemporary, accessible, multi-purpose recreation facility integrated with complementary commercial uses and shared school facilities.
- At the June 2025 Ordinary Meeting of Council, Council resolved to undertake a Pre-Feasibility Study for future options for the LRC.
- A Pre-Feasibility Study has now been completed to investigate future options for the LRC, including review of available information regarding asset condition, functional suitability, indicative capital and lifecycle costs, funding opportunities, management models, planning considerations and risks.
- The Pre-Feasibility Study identified that maintaining or partially redeveloping the existing facility is a lesser preferred option given the advanced age of the asset, compliance issues, estimated cost in comparison to a demolish and rebuild, and limited functional improvement achieved.
- The preferred option identified is Option 4 – Demolish and Rebuild.
- Option 4 provides the greatest opportunity to meet identified community needs, improve accessibility and sustainability, and attract external State and Federal funding.
- The report seeks Council's endorsement to proceed to a detailed Feasibility Study for Option 4 and seeks an allocation of \$100,000 in the 2026/2027 Annual Budget to progress these works.

OFFICIAL**Environment and Infrastructure****E26/100 Asset Management Strategy****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- Asset Management planning is recognised as a key part of the City's Integrated Planning and Reporting Framework, ensuring that asset management is integrated with the Council Plan for the Future.
- The Asset Management Strategy is prepared to assist the City in improving the management and delivery of services associated with infrastructure assets including roads, paths, stormwater drainage, buildings, parks, natural areas, jetties and marine infrastructure.
- The Asset Management Strategy contains information on the City's asset management planning process, levels of service, state of the assets, lifecycle costs, asset management maturity and an improvement plan.

E26/101 Deferral of Findings From Burke Drive Traffic Study Report**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- Council previously resolved to undertake a comprehensive traffic study, including community engagement, to inform appropriate traffic calming measures and viable speed reduction options for Burke Drive.
- Completion of the Burke Drive Traffic Study has been delayed due to staff resourcing constraints and an expanded stakeholder engagement approach.
- Consultants have completed analysis of existing traffic data and a site visit. Stakeholder engagement is now being finalised.
- Differing resident views on potential traffic calming measures have been identified, requiring careful and inclusive engagement.
- To align with the City's Stakeholder Engagement Policy, engagement has been expanded to include a workshop, online information and a survey, with the workshop anticipated in late May or June (subject to confirmation).
- As engagement is not yet complete, the study findings cannot be finalised and consideration of the report is recommended to be deferred to a future Ordinary Council Meeting.

OFFICIAL**E26/90 Approval to Demolish the Attadale Scout and Baden Powell Girl Guide Facilities****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The Attadale Scout Hall and Baden Powell Girl Guides Hall have been assessed, and there are safety and health risks. The Scout Hall has structural issues, including corrosion and a non-compliant roof structure, while the Girl Guide Hall contains extensive asbestos and has been largely vacant for over 12 months.
- Demolishing both facilities is the safest and most cost-effective option.

Planning**UP26/103 Draft 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**

- A new policy is proposed to provide clear guidance on information requirements for Standard and Complex Scheme Amendments.
- The policy aims to guide preliminary (non-statutory) community consultation, where considered necessary, allowing issues to be identified early in the process.
- It is intended to improve transparency, consistency, and ensure alignment with the City's strategic planning frameworks.
- The policy will also help proponents and the City prepare well-informed Scheme Amendments and support efficient, consistent decision-making.
- The Council is being asked to consider endorsing draft Local Planning Policy (LPP) 1.23 for public advertising. Should submissions of objection be received, the LPP would be presented to Council for consideration. If no submissions of objection are received it is recommended that final adoption of the LPP be authorised by the Chief Executive Officer.

OFFICIAL**UP26/111 Review of the Booragoon (Melville City Centre) Structure Plan - RFQ (Gate 1: Scope Endorsement)****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- At its Ordinary Meeting on 17 February 2026, Council resolved to adopt a staged, evidence-led governance framework for the review of the Melville City Centre Structure Plan (Item UP26/99, Attachment 1). That resolved approach established four decision gates to ensure clear Council involvement and oversight of the project direction.
- This report seeks Council endorsement of Gate 1 of the Booragoon (Melville City Centre) Structure Plan (BMCCSP) Review process, being approval of the scope and methodology for the review (Attachment 2).
- The draft project scope expands upon the approach resolved by Council in February 2026. The scope maps out the key steps required, the level of investigation, stakeholder engagement and project deliverables. Importantly, the scope includes the decision gates outlined in the agreed approach.
- • Endorsement of the project scope (Gate 1) is recommended. Subject to Council approval, an RFQ will be released to assist in progressing the next stage of the review.

OFFICIAL**UP26/110 Proposed Amendment to Local Planning Scheme 6 to Rezone Lot 40 Davies Crescent, Kardinya from "Residential R40" to "Residential R60"****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The Kardinya District Centre Precinct Structure Plan (the PSP) was approved by the Western Australian Planning Commission (WAPC) in November 2025. A scheme amendment to Local Planning Scheme 6 (Amendment 15) was prepared in conjunction with the PSP to give operational effect to the PSP. Amendment 15 was approved by the Minister for Planning in November 2024.
- The Scheme Amendment, prepared under direction of the WAPC was intended to reflect a series of changes to the PSP required by the WAPC. An anomaly has since been identified whereby the Department of Planning, Lands and Heritage (DPLH) instructions relating to Amendment 15 did not correctly respond to the intended zonings shown in the PSP. In particular Lot 40 (52) Davies Crescent, Kardinya is shown as Residential R60 in the PSP but has progressed with an R40 coding in Amendment 15.
- This proposed Scheme Amendment is proposed to address this anomaly by modifying the density code for Lot 40 (No. 52) Davies Crescent, Kardinya from "Residential R40" to "Residential R60". This change is supported by both the subject property owner and the DPLH.
- As the amendment is proposed to correct an administrative error and make the scheme consistent with the adopted Precinct Structure Plan, it is considered to be a "Basic" amendment. This classification has been supported by the DPLH.
- While there is no requirement for formal engagement under a "Basic" amendment classification, the City has contacted the abutting property owner affected by the proposal, informing them of the proposed amendment and inviting them to provide comment should they wish. No comment/submission has been received.
- No other properties are materially impacted by the proposal and given the unique circumstances applicable the proposed amendment will not establish a precedent for any further amendments.

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14 MOTIONS WITH PREVIOUS NOTICE

Nil.

15 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)

16 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

Nil.

17 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

18 CLOSURE