



# **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, 11 November 2025 commencing at 6:30 PM.

**Gail Bowman**  
**Chief Executive Officer**

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.

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.



**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
<b>Healthy, Safe and Inclusive</b>	<b>Clean and Green</b>	<b>Sustainable and Connected Development</b>	<b>Vibrant and Prosperous</b>	<b>Good Governance and Leadership</b>
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.

## **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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## **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.

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## **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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**1 OFFICIAL OPENING**

**2 ATTENDANCE AND APOLOGIES**

**In Attendance**

Councillors

Ward

**Officers**

**Apologies**

**On Approved Leave of Absence**

Cr S Hong

Bateman - Kardinya - Murdoch Ward

Cr S Green

Central Ward

**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, 18 November 2025.

**7 AWARDS AND PRESENTATIONS**

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 18 November 2025.

**8 APPLICATIONS FOR NEW LEAVE OF ABSENCE**

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 18 November 2025.

**9 CONFIRMATION OF MINUTES**

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 18 November 2025.

**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, 18 November 2025.

**13 REPORTS**

**13.1 Reports from Committees**

Nil.

## 13.2 Reports of the Chief Executive Officer

### Management Services

#### **M25/58 Local Government Extraordinary Election 2026**

##### Deputations

**Officer Presentation** Questions only.

##### Disclosure of Interest

**Notes from Forum** To be advised.

##### **SUMMARY**

- On 3 September 2025, a vacancy occurred in the Palmyra-Melville-Willagee Ward as a result of the resignation of former Councillor Tomas Fitzgerald, effective immediately.
- At the 16 September 2025 Ordinary Meeting of Council (OMC), the Council resolved to conduct an Extraordinary Election to fill the vacancy in the Palmyra-Melville-Willagee Ward on Thursday, 26 March 2026.
- This report seeks to appoint the Western Australian Electoral Commission to conduct the March 2026 Extraordinary Election as a postal election.

### Corporate Services

#### **C25/328 Investment Statements for September 2025**

##### 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 30 September 2025 and recommends that it be noted by the Council. It is important to highlight that the financial figures for the 2024–2025 financial year remain provisional. Year-end accounting processes are currently underway, and as such, the final accounts may differ materially from the figures presented in this report.

**C25/329 Election of Representatives - City of Melville Advisory Groups & Committees & External Advisory Groups**

**Deputations**

**Officer Presentation** Questions only.

**Disclosure of Interest**

**Notes from Forum** To be advised.

**SUMMARY**

- This report provides the Council with the opportunity to elect representatives for the period of time from November 2025 to October 2027 to:
  - City of Melville Advisory Groups & Committees; and
  - External Advisory Groups
- The report also provides Elected Members an overview of each meetings function, frequency and other important details.

**C25/330 Schedule of Accounts Paid for September 2025**

**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 September 2025 and recommends that the Schedule of Accounts Paid be noted.

**C25/331      Statements of Financial Activity for September 2025****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 30 September are presented for noting by the Council.
- The financial statements and figures for the 2024–2025 financial year remain subject to change. Year-end accounting processes are currently underway, and the final figures may be different from those presented in this report.
- The draft financial statements for 2024-2025 reports a surplus of \$304,261. The Annual Audit for 2024–2025 and the end-of-financial-year processes are currently underway. The final draft annual financial report was presented to the KPMG/OAG auditors on 26 September before the statutory deadline of 30 September, in accordance with the Local Government Regulations.
- KPMG/OAG has scheduled the final audit fieldwork for three weeks commenced 9 October. The draft audit findings are expected to be presented to the Audit, Risk and Improvement Committee (ARIC) on 14 November, and the final audit report and opinion will be presented to Council and submitted to the Minister for Local Government by 31 December.
- The preliminary variances for the month ending 30 September are presented for noting by the Council.
- Presents the budget amendments required for the month of September 2025 and recommend adopted by the Council by Absolute Majority decision.

**C25/332      Common Seal Item for November 2025****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 Monday, 15 September 2025 up to and including Thursday, 23 October 2025 for the Council's noting. This is a standing report to the Council.

**C25/335 RFQ242531 Supply of Resource Recovery Commercial Waste Truck 24m<sup>2</sup> Rear Loader****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 RFQ242531 (WALGA) Supply of Resource Recovery Commercial Waste Truck 24m<sup>2</sup> Rear Loader

**C25/334 Development Assessment Panels - City of Melville Representation****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- Development Assessment Panels (DAPs), also known as Joint Development Assessment Panels (JDAPs) and Local Development Assessment Panels (LDAPs) commenced on 1 July 2011.
- Since 27 January 2023, the City has been represented by former Cr Woodall and Cr Lim, with former Cr Green and Cr Barber as the Alternate Members.
- Following the 2025 Local Government Elections, all representatives remain on the Council and will continue to represent the City of Melville, with their terms expiring 26 January 2026.
- Notification has been received from the Director General, Department of Planning, Lands and Heritage requesting nominations for the DAP Local Government Members for the period from 27 January 2026 to 26 January 2028.

**Community Development**

**CD25/50      Deferral of Community Safety Technology Plan**

**Deputations**

**Officer Presentation**      Questions only.

**Disclosure of Interest**

**Notes from Forum**      To be advised.

**SUMMARY**

- At the Ordinary Meeting of Council (OMC) held on Tuesday, 15 April 2025, the Council resolved to approve the draft Community Safety Technology Plan for community consultation, subject to several conditions, and that the consultation findings be presented to the December 2025 OMC for further consideration.
- This report seeks to defer the community consultation findings report for an Elected Member Engagement Session to discuss the consultation findings in February 2026, with the item to be presented at the March 2026 Ordinary Meeting of Council.

**CD25/51 Request from Melville Premier Cricket Club - Turf and Mowing Reimbursement****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The City has received a formal request from the Melville (Premier) Cricket Club – known as the Melville Cricket Club Inc. (MCC) to provide annual financial support to maintain Turf Wicket Cricket Pitches and mow the grassed cricket area to the required standards to play Premier Grade Cricket.
- The City and the MCC have been performing these works since 1967, when the MCC moved to Tompkins Park.
- The MCC have undertaken these works since 1995 and from 2005 the City ceased contributing towards the works financially for reasons detailed in the report.
- The MCC cites the following main reasons for seeking financial support:
  - The City's previous financial support;
  - All other Premier Grade Cricket Clubs in the Perth Metropolitan area receive financial support from the respective Local Government Authority (LGA) or the LGA undertakes the maintenance works required;
  - The MCC's business model is restricted in increasing revenue streams due to the level of competition played, but also the facility management model of the Tompkins Park Recreation and Community Association (TPRCA); and
  - Due to the current financial performance of the TPRCA, annual dividends from the TPRCA are unlikely to be provided that underpins the operating costs of the maintenance works.
- Applecross Cricket Club (ACC) plays in the grade below the MCC and also requires a specialised playing surface, albeit at a lower level of service.
- All other sporting clubs (except for the MCC and ACC) have an ability to generate revenue for the specialist surfaces they are required to maintain, with exception of BMX which the City provides maintenance support.
- In order to provide a financially equitable approach to supporting sporting clubs requiring specialist surfaces, the report recommends that Council support both the MCC and ACC financially through a funding agreement over a three-year period.

**Environment and Infrastructure**

Nil.

**Planning****UP25/89 Proposed Scheme Amendment - Lots 8, 100, 54 and 55 (39 - 43B) Canning Beach Road Applecross R12.5 to R40****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- An application for an amendment to the City's Local Planning Scheme No. 6 has been received to rezone Lots 8, 100, 54 and 55 (No.39-43B) Canning Beach Road, Applecross (subject site) from Residential R12.5 to Residential R40.
- The applicant has referenced the site's proximity to the Canning Bridge Activity Centre, high frequency public transport, adjacent Residential R30 zoning and the existence of the 3 storey aged care facility as reasons to support the higher residential coding.
- The City is recommending that the amendment not be initiated, noting concerns about the inconsistency with the surrounding residential area, the preference to prioritise density in the Canning Bridge Activity Centre, and the risk of a precedent being set.

**UP25/90 Compliance and Enforcement Policy****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The City of Melville (the City) continuously reviews and updates policies to ensure that best practice is enacted in relation to decision making.
- The Compliance and Enforcement has been released for public comment from 22 July to 26 August 2025 following the Special Meeting of Council resolution of 25 June 2025 UP25/71.
- There were 9 submissions that were received with 2 supporting the policy, 1 neither support or oppose, and 6 oppose.

**UP25/91 Bull Creek and Murdoch Train Station Precinct Plans**

**Deputations**

**Officer Presentation** Questions only.

**Disclosure of Interest**

**Notes from Forum** To be advised.

**SUMMARY**

- In March 2025 Council requested a report be prepared on the resource implications, timing and feasibility associated with preparing Precinct Structure Plans for land in and around the Murdoch and Bull Creek train stations.
- Delays in procuring a suitable consultant ultimately delayed the original reporting deadline in August 2025, where the matter was deferred. The work has now been completed and is being presented to Council for consideration.
- The report notes the strategic opportunity for high intensity development in the vicinity of the rail stations. Significantly, the report recognises land economic, governance and infrastructure factors which determine that pursuit of such development is not realistic in the short term. Accordingly, the report responds to the Notice of Motion and recommends that the current planning controls in the areas around the two train stations be maintained, with a view to engaging with State Government regarding future precinct planning opportunities. A City-led approach in the short term would require significant financial outlay, and investment of resources that is not likely to lead to meaningful private sector investment in the subject areas for the foreseeable future.

**14 MOTIONS WITH PREVIOUS NOTICE**

**14.1 Notice of Motion - General Liability Insurance Premium**

**Deputations**

**Officer Presentation** Questions only.

**Disclosure of Interest**

**Notes from Forum** To be advised.

**14.2 Notice of Motion - John Connell Mature Trees**

**Deputations**

**Officer Presentation** Questions only.

**Disclosure of Interest**

**Notes from Forum** To be advised.

**15 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)**

**16 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC****RECOMMENDATION**

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:

**C25/336 City of Melville Fencing Local Law 2025 – Undertakings**

This matter is considered to be confidential under Section 5.23(2) - (d) and (h) 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 legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting and such other matters as may be prescribed (consider regulations).

**C25/337 City of Melville Cat Local Law 2025 – Undertakings**

This matter is considered to be confidential under Section 5.23(2) - (d) and (h) 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 legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting and such other matters as may be prescribed (consider regulations).

**E25/82 Waste Service Agreements**

This matter is considered to be confidential under Section 5.23(2) - (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 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.

**17 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC****18 CLOSURE**