



City of
Melville

NOTES

AGENDA BRIEFING FORUM

6:30pm Tuesday, 8 April 2025

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

Watch the livestream of the Agenda Briefing Forum on the City of Melville Council Meetings
YouTube channel: https://www.youtube.com/live/RokyyB8ceto?si=aYd0ru_mNVNMGiwW

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.

Notes to be confirmed at the next Ordinary Council Meeting

These minutes are hereby confirmed as true and accurate

Mayor K Mair

Date



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.

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.

Disclaimer

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

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.

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.

Contents

1	Official Opening	7
2	Attendance and Apologies	7
3	Declarations by Members	9
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	9
3.2	Declarations by Members who have received and not read the Elected Members Bulletin	9
4	Announcements by the Presiding Member (Without Discussion)	9
	Approved Deputations	9
	Approved Written Submission	9
5	Disclosure of Interest	9
5.1	Financial or Proximity Interests	9
5.2	Disclosure of Interest That May Cause a Conflict	9
6	Public Question Time	10
6.1	Questions Received with Notice	10
6.2	Questions Received at the Meeting	10
6.3	Questions Taken on Notice at Previous Meeting.....	10
7	Awards and Presentations.....	10
8	Applications for New Leave of Absence	10
9	Confirmation of Minutes	10
10	New Business of an Urgent Nature.....	10
11	Identification of Matters for which Meeting May Be Closed	11
12	Petitions.....	11
13	Adoption of Recommendations En Bloc	11
14	Reports	12
14.1	Reports from Committees.....	12
C25/256	Review of CP-105 Election Caretaker Policy	12
C25/257	Annual Review of Policy Schedule	13
14.2	Reports of the Chief Executive Officer	13
	Management Services	13
	Corporate Services.....	14
C25/258	Adoption of New Council Policy - CP-128 Privacy Policy	14
C25/259	Local Government Elections 2025.....	15
C25/261	Investment Statements for February 2025	16
C25/262	Schedule of Accounts Paid for February 2025	18
C25/263	Statements of Financial Activity for February 2025	18

C25/264	Common Seal April 2025.....	19
C25/265	Superannuation for Elected Members	20
Community Development		22
CD25/44	First Nations Community Engagement Process	22
CD25/43	Non-financial Advocacy Priorities for the Advocacy Strategy 2025-2029.....	24
CD24/36	Community Safety CCTV and Technology Initiatives	25
Environment and Infrastructure		29
E25/65	RFT242521 Remediation and Reconstruction Services of Majestic Boardwalk.....	29
E25/66	RFT242515 Refurbishment Works Bicton Baths Changerooms and Toilet.....	30
Planning.....		31
15	Motions with Previous Notice.....	32
15.1	Notice of Motion - Progress WAPC Structure Plan Reviews	32
16	Motions without Previous Notice (approval by absolute majority).....	35
17	Matters for Which Meeting was Closed to the Public	35
18	Decisions Made While meeting was Closed to the Public	35
19	Closure	35

1 OFFICIAL OPENING

The Presiding Member welcomed those in attendance to the meeting, officially declared the meeting open at 6:30PM and invited Cr T Lee to read the Acknowledgement of Country and advised those present of the Purpose of the Agenda Briefing Forum, 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 T Fitzgerald (*from 6:37pm*)

Cr G Barber

Cr J Edinger

Cr C Ross

Cr D Lim

Cr S Hong

Cr N Robins

Cr T Lee

Cr S Green

Ward

Palmyra - Melville - Willagee Ward (*electronic attendance*)

Bicton - Attadale - Alfred Cove Ward

Bicton - Attadale - Alfred Cove Ward

Applecross - Mount Pleasant Ward

Applecross - Mount Pleasant Ward

Bateman - Kardinya - Murdoch Ward

Bateman - Kardinya - Murdoch Ward

Central Ward

Central Ward

Officers

Ms G Bowman

Chief Executive Officer

Mr M McCarthy

Director Environment & Infrastructure

Ms M Pickering

Director Community Development

Mr G Tuffin

Director Corporate Services

Ms K Bainbridge

Acting Director Planning

Ms C Newman

Head of Governance

Ms M Smith Poulton

Acting Senior Governance Officer

Ms R Theunissen

Elected Member Support Officer

At the commencement of the meeting:

Public Gallery 0

Press 0

Apologies

Cr J Spanbroek Bull Creek - Leeming Ward

On Approved Leave of Absence

Cr K Wheatland Palmyra - Melville - Willagee Ward

Cr M Woodall Bull Creek - Leeming 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

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 Submission

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*

E25/66 RFT242515 Refurbishment Works Bicton Baths Changerooms and Toilet

Name	Cr J Edinger
------	--------------

Nature of interest	Financial Interest
--------------------	--------------------

Item description	Will leave the meeting
------------------	------------------------

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

6.1 Questions Received with Notice

Nil.

6.2 Questions Received at the Meeting

Nil.

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, 15 April 2025.

At 6:35pm the Presiding Member closed Public Question Time.

7 AWARDS AND PRESENTATIONS

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 15 April 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, 15 April 2025.

9 CONFIRMATION OF MINUTES

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 15 April 2025.

10 NEW BUSINESS OF AN URGENT NATURE

Nil.

11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

At 6:36pm, the Presiding Member advised that the following items contained confidential attachments and may be considered behind closed doors should Elected Members wish to discuss the attachments contents:

- E25/65 RFT242521 Remediation & Reconstruction Services of Majestic Boardwalk; and
- E25/66 RFT242515 Refurbishment Works Bicton Baths Changerooms and Toilet.

12 PETITIONS

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 15 April 2025.

13 ADOPTION OF RECOMMENDATIONS EN BLOC

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 15 April 2025.

14 REPORTS

14.1 Reports from Committees

Policy and Legislation Committee Meeting held on 24 March 2025

At 6:37pm, Cr T Fitzgerald entered the meeting electronically.

C25/256 Review of CP-105 Election Caretaker Policy

Deputations Nil.

Officer Presentation At 6:37pm, Ms C Newman, Head of Governance was available to answer questions.

Disclosure of Interest Nil.

Notes from Forum No discussion took place regarding the item and officer recommendation.

SUMMARY

- This report is presented in response to reforms to the *Local Government Act 1995* which commenced on 1 July 2024 in relation to standardised caretaker periods for all local governments in Western Australia.
- The reforms prevent local governments from making significant decisions while an election is underway which would bind incoming councils to a particular course of action.
- This report recommends the adoption of a reviewed CP-105 Election Caretaker Policy.

COMMITTEE RECOMMENDATION

That the Council adopt the updated CP-105 Election Caretaker Policy, as amended (Attachment 1).

C25/257 Annual Review of Policy Schedule**Deputations** Nil.**Officer Presentation** At 6:37pm, Ms C Newman, Head of Governance was available to answer questions.**Disclosure of Interest** Nil.**Notes from Forum** No discussion took place regarding the item and officer recommendation.**SUMMARY**

- At the Ordinary Meeting of Council held on 10 December 2024, the Council resolved to endorse a membership list for the Policy and Legislation Committee from December 2024 to October 2025
- This report is presented to recommend a schedule of policies to be reviewed by the Committee at its 2025 meetings.

COMMITTEE RECOMMENDATION**That the Council:**

1. **Supersede Council Policy CP-004 Use of Elected Member Meeting Rooms and Facilities; and**
2. **Note that the Council Policy CP-019 City of Melville Prayer is to be presented to an Elected Members Engagement Session.**

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

Nil.

Corporate Services**C25/258 Adoption of New Council Policy - CP-128 Privacy Policy****Deputations** Nil.**Officer Presentation** At 6:38pm, Mr G Tuffin, Director Corporate was available to answer questions.**Disclosure of Interest** Nil.**Notes from Forum** No discussion took place regarding the item and officer recommendation.**SUMMARY**

- The WA State Government passed the Privacy and Responsible Information Sharing legislation, with the intention of it coming into effect in 2026.
- As part of the City's preparation for the roll out of the PRIS legislation a privacy policy has been developed.
- This policy endorses the City's commitment to the Information Privacy Principles

OFFICER RECOMMENDATION**That the Council adopt the Council Policy CP-128 Privacy Policy.**

C25/259 Local Government Elections 2025

Deputations	Nil.
Officer Presentation	At 6:38pm, Ms C Newman, Head of Governance was available to answer questions.
Disclosure of Interest	Nil.
Notes from Forum	No discussion took place regarding the item and officer recommendation.

SUMMARY

- Local Government Elections are required to be held in accordance with the requirements set out in the *Local Government Act 1995*. This includes the requirement to, prior to formally requesting the Electoral Commissioner to conduct the City of Melville election, the Council must approve by absolute majority:
 - The Western Australian Electoral Commissioner being responsible for the elections; and
 - The election being conducted as a postal election.
- This report recommends that the Council approve the officer's recommendation in line with the above.
- The 2025 Local Government Elections are scheduled to be held on Saturday, 18 October 2025.

OFFICER RECOMMENDATION**That the Council by absolute majority decision:**

1. Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required; and
2. Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a Postal election; and
3. Requests that the CEO writes to the WAEC to advise that the Cost Estimate Letter (Attachment 1) and Written Agreement Letter (Attachment 2) for the City of Melville 2025 Elections are accepted; and
4. Note that a budget for \$406,898 (exc. GST) will be considered as part of the 2025-2026 budget process.

C25/261 Investment Statements for February 2025

Deputations	Nil.
Officer Presentation	At 6:38pm, Mr G Tuffin, Director Corporate Services responded to questions which concluded at 6:45pm.
Disclosure of Interest	Nil.
Notes from Forum	General discussion took place regarding the item and officer recommendation. During discussion of the item, the following questions and/or requests for information were raised by Elected Members and will form part of the Final Ordinary Meeting of Council Agenda:

Question 1:

A resident has raised concerns with regard to some of the figures within the investment statements recently, can you confirm the concerns have been addressed?

Response 1:

The comments were in relation to the risk ratings applied by the Boards and Standards Organisation, and that table has been updated to reflect their investment risk category. All investments were still within Council Policy in terms of the type of investment and the information being reported to Council with the exception of those risk ratings.

Question 2:

The resident has stated that the mistakes identified had been fixed, however believes there is another error. Bendigo and Adelaide Bank is now showing as A- rated, and it was showing as BBB+ in the last report and it has been A- since 3 April, i.e. the same day as the Bank of Queensland. Could this be looked into further?

Response 2:

This question was taken on notice to investigate further, and a response will be provided in the Final Ordinary Meeting of Council agenda to be published on Friday, 11 April 2025.

Question 3:

The Bank of Queensland term deposit has no bank grantee unlike the big four. Can we confirm that they ascertained the tax grantee status?

Response 3:

Yes, this is correct. The bank does have the same status as the other banks and has been confirmed.

Question 4:

One of the comments the resident made was that while we had consistently had reports, that there were limited opportunities to undertake green investments on the market. There was in fact a term deposit product that other councils were using that met many of the ESGTD criteria. Is it the case that our policies don't capture that product, or were we unaware of this product? Is this one that we should be considering?

Response 4:

We have investigated this matter, and it is correct that Westpac had offered a green investment going back to 2018. However, how they had structured that investment there was only a total pool of funds to be invested in, and a number of attempts have been made to try and invest in that fund, however Westpac has not had funds available for us to invest in. However, more recently in March they released a new social tailored deposit program which requires a minimum deposit of one million dollars and the investment terms are offered between one and five years. We are currently investigating this option.

Question 5:

Wondering what the red cross dot is next to Westpac in the investment with financial institutions table?

Response 5:

That relates to our policy, which has placed a maximum amount with any particular banking institution, which is 50%. In this particular case, it went to 51.57% and the reason that occurred was there was an expectation that would have a higher withdrawal in terms of payments required for that month. At the time the investment was made, it was under the 50% threshold.

SUMMARY

- This report presents the investment statements for the period ending 28 February 2025 and recommends that it be noted by the Council.

OFFICER RECOMMENDATION

That the Council notes the Investment Report for the period ending 28 February 2025.

C25/262 Schedule of Accounts Paid for February 2025

Deputations	Nil.
Officer Presentation	At 6:45pm, Mr G Tuffin, Director Corporate Services was available to answer questions.
Disclosure of Interest	Nil.
Notes from Forum	No discussion took place regarding the item and officer recommendation.

SUMMARY

- This report presents the details of payments made under delegated authority (DA-035) to suppliers for the period of February 2025 and recommends that the Schedule of Accounts Paid be noted.

OFFICER RECOMMENDATION

That the Council notes the Schedule of Accounts paid for the period February 2025 as approved by the Director Corporate Services in accordance with delegated authority DA-035, and detailed in the attachments to this report; Payment Details February 2025 (Attachment 1) and Card Payment Details February 2025 (Attachment 2).

C25/263 Statements of Financial Activity for February 2025

Deputations	Nil.
Officer Presentation	At 6:45pm, Mr G Tuffin, Director Corporate Services was available to answer questions.
Disclosure of Interest	Nil.
Notes from Forum	No discussion took place regarding the item or the officer recommendation.

SUMMARY

- This report presents the Statements of Financial Activity, Statement of Comprehensive Income and Statement of Financial Position for the period ending 28 February 2025 and recommends that they be noted by the Council; and
- Presents the variances for the month of February 2025 and recommends that they be noted by the Council; and
- Presents the budget amendments required for the month of February 2025 and recommends that they be adopted by the Council by Absolute Majority decision.
- The City has been selected by the Office of Auditor General (OAG) for a Credit & Purchasing Card Performance Audit. The audit is currently underway, and the final report will be presented to the Council upon its completion.
- The City has engaged the external audit firm to conduct the Financial Management Review in accordance with Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 and a Review of Risk Management, Internal Controls, and Legislative Compliance as required under Regulation 17 of the Local Government (Audit) Regulations 1996. A combined report covering both reviews will be presented to the Council by 30 June 2025.

OFFICER RECOMMENDATION

That the Council notes the Rate Setting Statement and Statements of Financial Activity for the month ending 28 February 2025 as detailed in the following attachments:

- **Statement of Financial Activity February 2025 (Attachment 1); and**
- **Statement of Comprehensive Income February 2025 (Attachment 2); and**
- **Net Working Capital February 2025 (Attachment 3); and**
- **Reconciliation Net Working Capital February 2025 (Attachment 4); and**
- **Notes to Statement of Financial Activity February 2025 (Attachment 5); and**
- **Statement of Financial Position February 2025 (Attachment 6); and**
- **Summary Rate Debtors February 2025 (Attachment 7); and**
- **Rates Collections Graph February 2025 (Attachment 8); and**
- **General Debtors Aged 90 Days February 2025 (Attachment 9).**

C25/264 Common Seal April 2025

Deputations	Nil.
Officer Presentation	At 6:45pm, Ms C Newman, Head of Governance was available to answer questions.
Disclosure of Interest	Nil.
Notes from Forum	No discussion took place regarding the item or the officers recommendation.

SUMMARY

This report details the documents to which the City of Melville Common Seal has been applied for the period from Tuesday, 18 February 2025 up to and including Tuesday, 18 March 2025 for the Council's noting. This is a standing report to the Council.

OFFICER RECOMMENDATION

That the Council notes the actions of the Mayor and the Chief Executive Officer in executing the documents listed under the Common Seal of the City of Melville from Tuesday, 18 February 2025 up to and including Tuesday, 18 March 2025 for the Council's noting.

C25/265 Superannuation for Elected Members

Deputations	Nil.
Officer Presentation	At 6:45pm, Ms C Newman, Head of Governance answered questions which concluded at 6:52pm.
Disclosure of Interest	Nil.
Notes from Forum	General discussion took place regarding the item and officer recommendation. During discussion of the item, the following questions and/or requests for information were raised by Elected Members and will form part of the Final Ordinary Meeting of Council Agenda:

Question 1:

The child care expenses allowance information provided on page 174 and 177 appear to be two different figures. Can you confirm if this is a typo or if there is a reason for this?

Response 1:

Yes that is a discrepancy. The figure in blue on page 177 is the latest determination by the Salaries and Allowances Tribunal. The figure on page 174 will be corrected.

Question 2:

Can CP-091 be amended to remove “the Mayor when fulfilling his role” and replace with “the Mayor when fulfilling their role”.

Response 2:

Yes, this will be corrected.

Question 3:

The summary of allowances states “as determined by the Salary and Allowances Tribunal and confirmed at budget adoption each year”, but as I understand it, the Salary and Allowances Tribunal had already set down their determined salary and allowances, so wondering why we have to wait until budget adoption to look at it?

Response 3:

Each year the Salary and Allowances Tribunal sets a determination which is the increase which can be provided. The Council then needs to make a decision on whether or not that increase is taken up by Elected Members. It could be adopted at any other time, outside of the budget adoption process, however may require a budget amendment by absolute majority decision to support it.

Question 4:

Do staff salaries or the CEO salaries get discussed at budget time?

Response 4:

The CEO salary is completed through a separate process undertaken by the Governance Committee but it also included in the budget. This process has recently been realigned to align with the budget adoption processes. Staff salary increases are usually aligned with the budget process as well, and commence on 1 July, that enables the City to budget accordingly for those staff salary increases.

Question 5:

Councillors from other councils were surprised at the City's process. Could someone explain why this happens?

Response 5:

It is not necessary to single out one item for the Council to approve the increase for Elected Member allowances. It could be approved as part of the overall budget process. However, there was a preference in the past to separate this item for consideration.

Question 6:

Do Elected Members have a choice in where their superannuation is directed?

Response 6:

Elected Members need to provide their superannuation fund details as long as it aligns with the super guarantee provisions.

Question 7:

Can Elected Members who are 65 or older take the superannuation payment as wages rather than setting up a super?

Response 7:

No, legislation provides that you must provide superannuation fund details in order for the superannuation payments to be made.

SUMMARY

- The recently passed *Local Government Amendment Act 2024* makes provisions for Superannuation payment contributions to be made on behalf of Elected Members, with this provision coming into effect on 1 February 2025.
- At the Ordinary Meeting of Council held 18 March 2025, a notice of motion was presented that resolved for the CEO to provide information on commencing superannuation contribution payments to Elected Members.
- This report provides information association with making superannuation contribution payments to Elected Members and recommends these commence from 1 May 2025.

OFFICER RECOMMENDATION**That the Council:**

1. **By Absolute Majority Decision endorse the payment of superannuation contributions to Elected Members under s5.99B(2) of the *Local Government Act 1995* from 1 May 2025.**
2. **Notes that superannuation contribution payments to 30 June 2025 can be funded from the existing Elected Member Expenses account, and that contributions will be made in alignment with existing monthly payment schedule.**
3. **Endorse the amendments to CP-091 Elected Members Allowances and Expenses Policy as shown in Attachment 1.**

Community Development**CD25/44 First Nations Community Engagement Process**

Deputations Nil.

Officer Presentation At 6:52pm, Ms M Pickering, Director Community Development answered questions which concluded at 6:53pm.

Disclosure of Interest Nil.

Notes from Forum General discussion took place regarding the item and officer recommendation. During discussion of the item, the following questions and/or requests for information were raised by Elected Members and will form part of the Final Ordinary Meeting of Council Agenda:

Question 1:

In the report it mentioned that \$47,000 was spent on land and heritage matters. How many engagements and consultations were involved, and how many panel members participated?

Response 1:

This question was taken on notice and a response will be provided in the Final Agenda for the Ordinary Meeting of Council to be distributed on Friday, 11 April 2025.

SUMMARY

- In a resolution of 15 November 2022 Ordinary Meeting of Council, Council directed the CEO to continue working collaboratively with First Nations people to discuss and develop a means for engaging with the Council, and to report back on proposed methods for securing effective engagement.
- Recent changes to the *Local Government Act (WA) 1995* (the Act) impose legal obligations on local government authorities to recognise Aboriginal peoples and make allowances for their involvement in decision-making processes.
- In response to the Council resolution and these changes to the Act, the City will establish an ongoing First Nations Advisory Group that will fulfill our obligations under the Act, further develop collaborative relationships between the City and Aboriginal and Torres Strait Islander community members and streamline existing City consultation processes.
- This format aligns with the structure of other City Advisory Groups, such as the Safer Melville Advisory Group and the Access Advisory Panel
- The creation of a First Nations Advisory Group is a key component of the City of Melville 2024-2027 Stretch Reconciliation Action Plan which was adopted by Council in September 2024.
- The First Nations Advisory Group comprising the following two sub-groups:
 - Community Advisory: to provide guidance to the City on issues relating to Aboriginal and Torres Strait Islander communities and peoples.
 - Land and Heritage Advisory: to provide guidance to the City on heritage, lands and cultural matters.

OFFICER RECOMMENDATION

That the Council note the First Nations Community Engagement Process report.

CD25/43 Non-financial Advocacy Priorities for the Advocacy Strategy 2025-2029

Deputations	Nil.
Officer Presentation	At 6:53pm, Ms M Pickering, Director Community Development responded to questions which concluded at 6:58pm.
Disclosure of Interest	Nil.
Notes from Forum	General discussion took place regarding the item and officer recommendation. During discussion of the item, the following questions and/or requests for information were raised by Elected Members and will form part of the Final Ordinary Meeting of Council Agenda:

Question 1:

Is it too late to add to the advocacy list?

Response 1:

It would be possible for an amendment to be made to the item. However, it may require more time to provide officer advice dependent on the significance of the changes.

Question 2:

With the advocating for the establishment of the local climate action fund, a large sum of \$5.9 million has been budgeted over the next four years. Grant funding will be crucial in minimising the cost for ratepayers in delivering this program. What is the City's strategy for competing against other local governments and securing these limited opportunities?

Response 2:

This is contained within the financial advocacy priorities, the City will be seeking grant funding for the Council's Corporate Climate Action Plan and the Community Climate Action Plan. The City has already been successful in obtaining grant funding in relation to a lot of initiatives, and has recently received \$518,000 of grant funding. The City has experienced officers well qualified in writing grant applications and ensuring we're equipped to monitor opportunities which become available and ensuring that we apply for those grants.

SUMMARY

- This report outlines the non-financial priorities for the Advocacy Strategy 2025-2029, designed to guide the Council and administration in influencing government decisions on non-financial actions.
- The non-financial priorities are aligned with the recently endorsed Council Advocacy Policy (December 2024), ensuring a strategic and coordinated approach to advocacy.
- The non-financial priorities will form one of two parts of the Advocacy Strategy 2025-2029, with the second part, the financial priorities being endorsed by Council in February 2025.
- The Advocacy Strategy 2025-2029 will guide the City's advocacy efforts for the next 4 years.

OFFICER RECOMMENDATION

That the Council endorses the Non-Financial Priorities for the Advocacy Strategy 2025-2029 as provided in attachment 1.

CD24/36 Community Safety CCTV and Technology Initiatives

Deputations Nil.

Officer Presentation At 6:58pm, Ms M Pickering, Director Community Development responded to questions which concluded at 7:17pm.

Disclosure of Interest Nil.

Notes from Forum General discussion took place regarding the item and officer recommendation. During discussion of the item, the following questions and/or requests for information were raised by Elected Members and will form part of the Final Ordinary Meeting of Council Agenda:

Question 1:

Specific locations have been selected and I am wondering why these locations?

Response 1:

These locations were determined through an analysis of crime report that had come through to the City, and from looking at the City's statistics from its Pathway system, as well as some initial analysis collected from the community around those areas.

Question 2:

Have the user groups been consulted with about this?

Response 2:

Consultation with those groups will occur as part of the next phase of consultation.

Question 3:

So this report is not progressing with the rollout of the CCTV, this report just means that it is going out to consultation?

Response 3:

Correct. This report recommends to the Council that the City go out for community consultation, with a final report to return to the Council based on the outcomes of the community consultation.

Question 4:

Reading the community comments, they bring up they'd like more security, potentially CCTV footage, at shopping centres. Is that our jurisdiction?

Response 4:

Within the shopping centre areas, it is their jurisdiction. However, wherever there would be CCTV facilities or within our own network, then we could potentially assist with providing footage as requested by the police and in accordance with our future CCTV policy.

Question 5:

On page 76, there is a high level process project functionality illustration. This illustration indicates that if loitering is detected at an anti-social hour, they will send a patrol out and may alert police. Given discussions we have had about limiting access to the network of cameras and in particular ensuring that the cameras purchased under the rebate, if that goes ahead, would not necessarily be linked to any subsequent database. Is this still an accurate picture of what's proposed?

Response 5:

This question was taken on notice and a response will be provided in the Final Agenda for the Ordinary Meeting of Council to be distributed on Friday, 11 April 2025.

Question 6:

Would we anticipate that wherever we put up a fixed camera, if someone attends that park very early or late in the day, would this be considered an issue that needs escalation?

Response 6:

No, the tolerance would be set to identify a gathering of people, rather than a single person. The City may set a trigger where patrol officers would be notified to look at the footage and make a determination as to whether it requires escalation.

Question 7:

The wording reads "CCTV detects a person loitering at an anti-social time and then camera sends the CoM safety patrol an alert with a small video clip of the suspicious activity". This description indicates that one person within the park at an anti-social time is suspicious activity?

Response 7:

This question was taken on notice and a response will be provided in the Final Agenda for the Ordinary Meeting of Council to be distributed on Friday, 11 April 2025.

Question 8:

Will Elected Members all receive a copy of the officer's draft alternative motion, emailed out to a few Elected Members?

Response 8:

Yes, the Governance team will arrange for the draft alternative motion to be forwarded to all Elected Members.

Question 9:

Why was the alternative recommendation prepared, was it because officers decided they would like changes to what was in the agenda, or was it prepared as a response to councillors seeking something different?

Response 9:

There were a couple of things that the officers would have liked to have changed around the dates of returning back to the Council. Based on the workshop held with Elected Members and then a follow up meeting that was requested by a couple of Elected Members, the City then felt there were some amendments that we could make to the recommendation that would provide some extra clarity around what the community consultation would cover and the budget for the CCTV rollout strategy, which as we had prepared last year had included the normal upgrades to our existing CCTV. In hindsight, the officers felt that would have been unfair or not transparent to include this in the community consultation as it is an operational budget item, which should have been budgeted for within the budget process rather than subject to community consultation. The drafted alternative recommendation was therefore a combination of officers suggestions and Elected Member input from discussions at the follow up meeting.

Question 10:

The map provided in the report which indicates where cameras are proposed to be, but there is no directional indicators included. Where are these cameras pointed at?

Response 10:

This question was taken on notice and a response will be provided in the Final Agenda for the Ordinary Meeting of Council to be distributed on Friday, 11 April 2025.

SUMMARY

- A recent review of the City's Community Safety area was undertaken. The review has shown opportunities for improvement including increasing the use of technology to improve efficiencies and effectiveness.
- The review has led to the officers recommending a phased roll-out of advanced safety technology, including fixed and mobile CCTV, AI features, and building security upgrades, to address identified gaps in the 2023-2027 Safer Melville Plan.
- This report also responds to the Notice of Motion raised by Cr Robbins at the June 2024 Ordinary Meeting of Council, which requested a report into the feasibility of a CCTV Rebate program.
- Due to the level of community interest in this matter, it is recommended that the community is consulted on the draft Community Safety Technology Roll-out Plan before final Council consideration and adoption.

OFFICER RECOMMENDATION**That the Council:**

1. **Approves the Community Safety Technology Roll-Out Plan for community consultation and provide a report to Council on the results of the consultation by June 2025; and**
2. **Notes that the Safer Melville Plan will be reviewed, and an amended Safer Melville Plan be presented to Council in September 2025.**

Environment and Infrastructure

At 7:18pm, Cr G Barber left the meeting.

At 7:19pm, Cr G Barber returned to the meeting.

E25/65 RFT242521 Remediation and Reconstruction Services of Majestic Boardwalk

Deputations Nil.

Officer Presentation At 7:18pm, Mr M McCarthy, Director Environment & Infrastructure provided an officer presentation which concluded at 7:22pm. At 7:23pm, Mr M McCarthy responded to questions which concluded at 7:24pm.

[Presentation – Item E25/65](#)

Disclosure of Interest Nil.

Notes from Forum General discussion took place regarding the item and officer recommendation. During discussion of the item, the following questions and/or requests for information were raised by Elected Members and will form part of the Final Ordinary Meeting of Council Agenda:

Question 1:

Can the unsuccessful applicants apply again for the tender?

Response 1:

The successful tenderer will be advised that they have been chosen. The City will then proceed to a contract negotiation process to award them the contract. The unsuccessful tenderers are contacted to provide feedback on their submission.

SUMMARY

- This report is presented to Council to recommend the acceptance of a request submitted for RFT242521 Remediation and Reconstruction Services for Majestic Boardwalk.
- Council to approve \$1,500,000 allocation for 2025-2026 budget by absolute majority.

CTAU RECOMMENDATION**That the Council:**

1. **Accepts the recommendations as contained in the confidential attachment to this report, CTAU Minutes 11 March 2025 (Attachment 1); and**
2. **Upon resolution of the recommendation, directs that the successful respondents' names be inserted below this point 2, awarded;**

7:24pm
8/04/2025

Cr J Edinger, having disclosed a financial interest in Item E25/66 (detailed in Item 5) left the meeting.

E25/66 RFT242515 Refurbishment Works Bicton Baths Changerooms and Toilet

Deputations Nil.

Officer Presentation At 7:24pm, Mr M McCarthy, Director Environment & Infrastructure provided an officer presentation which concluded at 7:28pm. At 7:28pm, Mr M McCarthy responded to questions which concluded at 7:33pm.

[Presentation – Item E25/66](#)

Disclosure of Interest Cr J Edinger – Financial Interest

Notes from Forum General discussion took place regarding the item and officer recommendation. During discussion of the item, the following questions and/or requests for information were raised by Elected Members and will form part of the Final Ordinary Meeting of Council Agenda:

Question 1:

After the renovation would Bicton Baths be open longer? At the moment they are closed very early, is this because of the renovation?

Response 1:

That is the Melville Water Polo Club, which has their own self-managed facilities, including changerrooms and showers, and their operating hours are unrelated to the renovation works. These works are for the public use of the Bicton Baths area and foreshore area.

Question 2:

Has the City been in touch with the Melville Polo Club and liaised with them on this project?

Response 2:

This question was taken on notice and a response will be provided in the Final Agenda for the Ordinary Meeting of Council to be distributed on Friday, 11 April 2025.

Question 3:

Have there been provisions made to make the changerrooms bigger than what's currently there?

Response 3:

The City has previously explored a larger more bespoke design. However, this came back at a more exorbitant price so it was not progressed. In discussions with DBCA their preference was for us to maintain the existing footprint of the building, however, we are very confident that with the design that we've got which includes a universally accessible toilet as well as the refurbished male and female changerrooms and toilets that it will be a much more efficient use of space. The City is also looking to refurbish the toilet facilities at Quarantine Park.

Question 4:

Are there provisions to engage with local artists, or is it too early to consider painting the side of the building?

Response 4:

This question was taken on notice and a response will be provided in the Final Agenda for the Ordinary Meeting of Council to be distributed on Friday, 11 April 2025.

Question 5:

Can the link to the CTAU Minutes please be added?

Response 5:

This will be corrected, and a link provided in the confidential agenda to the confidential attachment as soon as possible.

SUMMARY

- This report is presented to Council to recommend the acceptance of a request submitted for RFT242515 Refurbishment Works Bicton Baths Changerooms and Toilet

CTAU RECOMMENDATION**That the Council:**

1. **Accepts the recommendations as contained in the confidential attachment to this report, RFT242515 Contract and Tender Advisory Unit Minutes 01.04.2025; and**
2. **Upon resolution of the recommendation, directs that the successful respondents' names be inserted below this point 2, awarded;**

Planning

Nil.

15 MOTIONS WITH PREVIOUS NOTICE

At 7:33pm, Cr J Edinger returned to the meeting.

15.1 Notice of Motion - Progress WAPC Structure Plan Reviews

Deputations	Nil.
Officer Presentation	At 7:33pm, Ms K Bainbridge, Acting Director Planning responded to questions on the item which concluded at 7:54pm.
Disclosure of Interest	Nil.
Notes from Forum	General discussion took place regarding the item and officer recommendation. During discussion of the item, the following questions and/or requests for information were raised by Elected Members and will form part of the Final Ordinary Meeting of Council Agenda:

Question 1:

Is it the City's recommendation that the Council disregard the WAPC advice?

Response 1:

The City met with the WAPC in advance of preparing the advice note to seek clarification on a number of strategic matters to assist us with providing Elected Members with a range of recommendations as to how we can best proceed with that initial advice. In relation to a lot of the structural planning that's required to be undertaken, we have a priority approach to look at the areas where we're receiving the most amount of interest and development, and that is taking up a lot of resources and time within the existing council priorities and planning.

The City intends on actioning other structural plans that are required throughout the City within our remit and our resourcing and budget requirements. The LPS6 review has a statutory obligation under the Planning and Development Act and that is what's taken priority.

Additionally, the City has expiring structure plans in areas which have high development potential and high interest from the development community, and this is where our initial priorities are aligned. The other structure plan areas we are seeing less interest from the development community and have a number of stakeholders to engage with, such as in the Bull Creek and Murdoch precincts, and these will be recommended to be actioned at a time when we can get stakeholder alignment and the Council provides the necessary resources to undertake the structure planning.

Question 2:

Will the City reconsider its advice to Council as the City's evidence of post 2020 actions do not include any of the outstanding structure plans which were present at 2022 and which are referred to in the WAPC letter?

Response 2:

In relation to the structure plans which are currently undertaking a review of, these are due to expire in 2025 based on their 10 year regulation requirements. When those expire they become more difficult to implement and the City still has a number of developments and development interest in these locations which require us to make sure that we don't have inappropriate development in these locations. This necessitated that the structure plans are reviewed as a matter of priority. The other structure plan areas we're not receiving as much interest from the development community and hence they are not considered as high a priority. The WAPC, when the City met with them, has endorsed the City's approach to ensuring that we're prioritising structure plan reviews where we are seeing high development potential and interest. We do anticipate to revisit our structure plans in other areas when we have the time and resources and appropriate demand from the market to look at those areas. This includes stakeholder alignment.

Question 3:

It was mentioned that there has been no appetite or indication to develop in areas outside of the areas that are currently in areas outside of the current focus of development. Is this because the developers will get a better return on investment or is it other factors?

Response 3:

Development feasibility has a range of factors which determine how feasible a development is before it proceeds. Cost of construction is a large factor currently, additionally desirability of certain locations within the City is a big factor which has driven up demand for development. There are some locations which are well located which aren't currently hitting that price point from a market feasibility perspective and hence the City is not seeing the demand for those locations. Until such time as we see alternative construction methodologies or construction prices decrease, the market is quite challenging which is why we see developments only in those premium locations.

Question 4:

Is the City then discounting the fact that there has been a Hesperia built a hotel, a six level building for student accommodation. This would seem to signal to the rest of the development community that this is an area that should be invested in and the best place to invest would be on the northern side of South Street?

Response 4:

This is a good example where state government has come in and unburdened land which is really attractive for a developer. This can't always be emulated in other locations so it's only a limited pocket of land within the Murdoch precinct where the state government has come in and unburned to make it attractive to a private developer. There are a number of other factors which have gone into the development to enable it to go ahead which required a significant amount of state government assistance.

Question 5:

At the North-Eastern corner of the South Street and Murdoch Drive intersection, there is a large vacant lot of land. Is this owned by the state government?

Response 5:

This question was taken on notice and a response will be provided in the Final Agenda for the Ordinary Meeting of Council to be distributed on Friday, 11 April 2025.

Question 6:

Can the officers confirm that no other suburb within the City has a blanket R-40 and up coding and that is not being considered anywhere else?

Response 6:

Blanket rezonings are very unpopular at the State level and are unlikely to be supported. It requires coordination and understanding of a number of technical studies and requires a structural planning process to support the density codes.

Question 7:

Would we be able to get some indication of what possible dwelling targets we might be looking at or is that work which will need to be done as part of the future structure plan?

Response 7:

This is part of the dwelling yield analysis which will occur as part of the future structure plan.

16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)

Nil.

17 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

Nil.

18 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

Nil.

19 CLOSURE

There being no further business to discuss, the Presiding Member confirmed Cr T Fitzgerald was still in attendance electronically and declared the meeting closed at 7:56pm.