



## Agenda Briefing Forum

# Matrix

17 March 2026



City of  
**Belmont**

# CITY OF BELMONT

## Agenda Briefing Forum

### Matrix

#### Table of Contents

17 March 2026

Item	Subject Heading	Page
<b>1</b>	<b>Official Opening</b>	<b>5</b>
<b>2</b>	<b>Apologies and leave of absence</b>	<b>5</b>
<b>3</b>	<b>Announcements by the Presiding Member (without discussion)</b>	<b>6</b>
3.1	Announcements	6
3.2	Disclaimer	6
<b>4</b>	<b>Public submission time</b>	<b>7</b>
4.1	Ms L Hollands, Redcliffe	7
4.2	Ms L Hollands, Redcliffe	12
<b>5</b>	<b>Ordinary Council Meeting Agenda for meeting to be held on 24 March 2026</b>	<b>17</b>
<b>6</b>	<b>Matters for which the meeting may be closed</b>	<b>27</b>
<b>7</b>	<b>Closure</b>	<b>27</b>

## **Tabled Attachments Index**

Attachment 4.1.1 – Item 4.1 refers

Attachment 4.2.1 – Item 4.2 refers

## **Alternative Formats**

This document is available on the City of Belmont website and can be requested in alternative formats including electronic format by email, in hardcopy both in large and standard print and in other formats as requested. For further information please contact the Community Development team on (08) 9477 7219. For language assistance please contact TIS (Translating and Interpreting Service) on 131 450.

**Elected Members are reminded to retain the Ordinary Council Meeting Agenda and any confidential papers for deliberation at the next Ordinary Council Meeting.**

**Matrix from the Agenda Briefing Forum held in the Council Chamber of the City of Belmont Civic Centre, 215 Wright Street, Cloverdale on Tuesday 17 March 2026 commencing at 6:30pm.**

## **Matrix**

### **Present**

Mayor R Rossi, JP (Presiding Member)	Mayor
Cr G Sekulla, JP	Central Ward
Cr J Harris	Central Ward
Cr B Ryan	East Ward
Cr P Marks	East Ward
Cr Z Abedin (arr. 6:48pm)	South Ward
Cr J Davis	South Ward
Cr C Kulczycki	West Ward

### **In attendance**

Mr S Downing	Director Corporate and Governance
Mr M Murphy	Director Infrastructure Services
Ms S Jessop	Manager Finance
Ms E Kania	Manager Governance and Legal
Mr S Reeves	Manager Parks, Leisure and Environment
Mr A Bott	Manager Planning Services
Mr S Morrison	Manager Works
Ms C Gilbert (dep. 7:07pm)	Coordinator Planning Services
Ms E Nicholls	Coordinator Governance
Ms S Bell	Senior Governance Officer

### **Members of the gallery**

There were two members of the public in the gallery and no press representatives.

# 1 Official Opening

**6:30pm The Presiding Member welcomed all those in attendance and declared the meeting open.**

The Presiding Member read aloud the Acknowledgement of Country.

## **Acknowledgement of Country**

Before I begin, I would like to acknowledge the Whadjuk Noongar people as the Traditional Owners of this land and pay my respects to Elders past, present and emerging.

I further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.

The Presiding Member invited Cr Kulczycki to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Elected Members. Cr Kulczycki read aloud the affirmation.

## **Affirmation of Civic Duty and Responsibility**

I make this affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgement and ability.

I will observe the City's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

# 2 Apologies and leave of absence

Cr D Sessions (apology)  
Mr J Christie (apology)  
Mr W Loh (apology)

West Ward  
Chief Executive Officer  
Director Development and Communities

## **3 Announcements by the Presiding Member (without discussion)**

### **3.1 Announcements**

"Last week was a week of recognition for our City.

On Thursday, the City was a finalist in the 2026 Western Australian Multicultural Awards for the City's Our Food Safari events and Stories That Unite Us program – initiatives created with a simple goal: bringing people together.

On Friday, the City of Belmont was recognised by the Institute of Public Works Engineering Australasia (IPWEA) WA, receiving an Excellence in Water Projects Award for the Faulkner Civic Precinct Ornamental Lakes Renewal Project. The award recognises the vision and care that went into renewing the Ornamental Lakes and creating a place that supports both people and nature.

Please pass on the Council's congratulations to all involved in these initiatives."

### **3.2 Disclaimer**

**6:33pm The Presiding Member drew the public gallery's attention to the Disclaimer.**

The Presiding Member advised the following:

I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that no decisions are made at the meeting tonight. Council will formally resolve agenda items at next week's Ordinary Council Meeting.

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.

## **4 Public submission time**

**6:34pm The Presiding Member opened the period allotted for Public Submission Time and drew the gallery's attention to the Rules for Public Submission Time. Two Public Submissions were received.**

### **4.1 Ms L Hollands, Redcliffe**

#### **Submission Request – Approved by Presiding Member**

Ms L Hollands presented a submission for Item 12.2 - Council Policies Review 2025 - Tranche 2

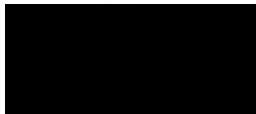
(refer Tabled Attachment 4.1.1.)

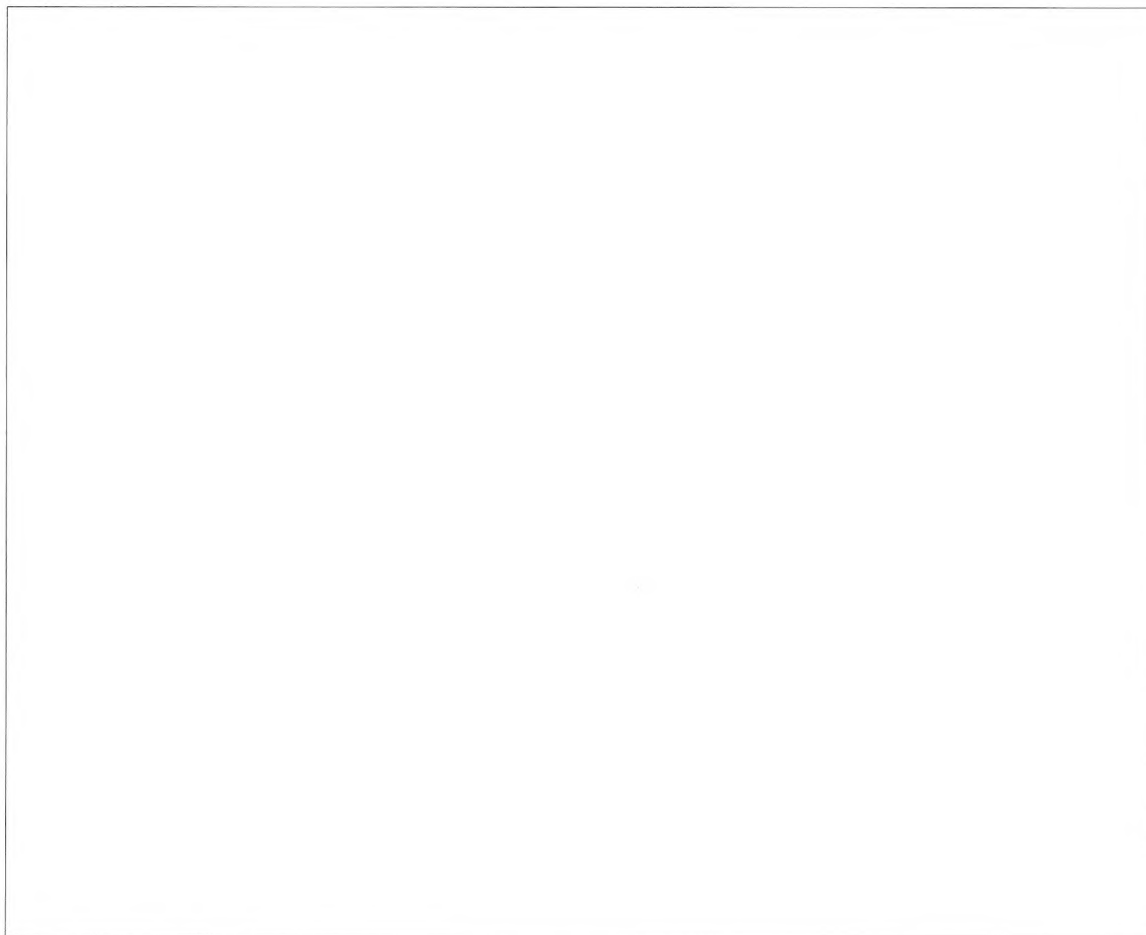


# Public Submission Time and Deputation Proforma

Please ensure that your presentation complies with the Rules of Public Submission Time and Deputations as published in the Agenda Briefing Forum Programme and as printed overleaf.

Public Submission Time and Deputation Proforma			
Name	Lisa Hollands		
Address	[Redacted]		
Business, Organisation or Group (if presenting on behalf of)			
Agenda Briefing Forum Date	12.3	Reported Item No. referred to	
Please tick the appropriate box to indicate what type of presentation you wish to make	<input checked="" type="checkbox"/> Submission	<input type="checkbox"/> Deputation	
Are you speaking in support or opposition to the Officer Recommendation? Please tick appropriate box.	<input type="checkbox"/> Support	<input type="checkbox"/> Oppose	
Please write a brief overview of you submission / deputation as clearly and concisely as possible. Remember, there are strict time limits applicable. The Presiding Member may limit presenters to a shorter period, if time is restricted.			
Just to livestream policy.			
Additional space provided overleaf if required. Please tick box if continued overleaf			





## Definitions

**'Submission'** is defined as a presentation made to an Agenda Briefing Forum by an individual member of the public, who can demonstrate that they are directly affected (whether adversely or favourably) by a matter on the attached Ordinary Council Meeting Agenda. A submission may be made at this time according to the Rules of Public Submission Time and Deputations. With the exception of the Presiding Member, no interaction between Councillors and the presenter is permitted.

**'Deputation'** is defined as a presentation made to an Agenda Briefing Forum by members of the public, whether as an individual or a group of up to five people, who can demonstrate that they are directly affected (whether adversely or favourably) by a matter on the attached Ordinary Council Meeting Agenda. A deputation will cause the relevant agenda item to be reviewed by the forum, at which time a presentation can be made in accordance to the Rules of Public Submission Time and Deputations. Interaction between Councillors and the presenter(s) is allowed with the permission of the Presiding Member. The person/people requesting a deputation will need to provide the Presiding Member with prior notice of a request to make a deputation.

## **Rules for Agenda Briefing Forum Public Submission Time and Deputations**

- a) Only those persons, who can demonstrate to the Presiding Member's satisfaction that they are directly affected by the matter on the agenda, will be entitled to make a submission. Those persons that can demonstrate that they are directly affected may make a deputation.
- b) Where a directly affected person has sought the prior endorsement of the Presiding Member, 'advocates' (acting on behalf of the directly affected person) will be permitted on the condition that the directly affected person is present at the meeting.
- c) Where possible, members of the gallery are required to provide submissions/deputations in writing to the Presiding Member prior to the commencement of the forum, to assist with the recording of forum notes.
- d) Only submissions/deputations that relate to a specific item of the Council agenda will be accepted.
- e) Prior to making a submission/deputation, the person is to give their name and suburb of residence.
- f) Submissions and deputations are to be directed through the chair, with the Presiding Member having the discretion to accept or reject a presentation.
- g) As per Council's standing orders, no debating of an agenda item issue between the gallery, Elected Members or officers is permissible.
- h) A Submission/Deputation will be refused by the Presiding Member as 'out of order' and will not be recorded in the forum notes if a Submission/Deputation is:
  - i. inappropriate;
  - ii. repetitious;
  - iii. lacking in decorum or adversely reflect on the integrity of any councillor or employee;
  - iv. offensive or otherwise not in good faith;
  - v. duplicates or variations of earlier submissions;
  - vi. relevant to the personal affairs or actions of Council members or employees; and/or
  - vii. legal advice, legal proceedings or other legal processes.The Presiding Member or Chief Executive Officer may offer comment by way of correction, to any false information presented.
- i) A Submission/Deputation will be refused by the Presiding Member as 'out of order' and will not be recorded in the forum notes if the person(s) presenting the Submission/Deputation:
  - i. do not comply with the Rules of Public Submission Time and Deputations;
  - ii. do not abide by a ruling from the Presiding Member;
  - iii. behaves/behave in a manner in which they are disrespectful of the Presiding Member, Elected Members or Officers; or
  - iv. refuse to abide by any direction from the Presiding Member.
- j) Public Submission Time is set for a period of 30 minutes and will end earlier if there are no further submissions.
- k) Submissions/deputations to be made at the forum will be registered in order of receipt, and the order of priority for making submissions/deputations will be the order of that register.

- l) To enable all members of the public a fair and equitable opportunity to participate in Public Submission Time, each person shall be provided a maximum three minute time limit in which to make a submission.
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- n) To enable all members of the public a fair and equitable opportunity to participate, a person who has earlier made a submission cannot make or participate in a deputation on the same subject matter.
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## Privacy Collection Notice

The City of Belmont is committed to protecting your privacy. The personal information requested on this form is being collected by the City of Belmont – Governance Department for the purpose of liaising with you to respond to your question/s.

Your personal information will not be disclosed to any other external party without your consent, unless required or authorised by law.

Information you disclose is collected in accordance with Standing Orders 2017 s6.2.

Personal information collected by City of Belmont will be stored in our Corporate Recordkeeping system and retained for a minimum timeframe as stipulated by the General Retention and Disposal Authority produced by the State Records Commission or as long as it is still in use, whichever is later.

If you wish to alter any of the personal information you have supplied to City of Belmont please contact Council via telephone 08 9477 7209 or email [Belmont@Belmont.wa.gov.au](mailto:Belmont@Belmont.wa.gov.au)

## **4.2 Ms L Hollands, Redcliffe**

### **Submission Request – Approved by Presiding Member**

Ms L Hollands presented a submission for Item 13.2.1 - Notice of Motion - Advocacy for Local Government Election Online Voting - Cr Davis

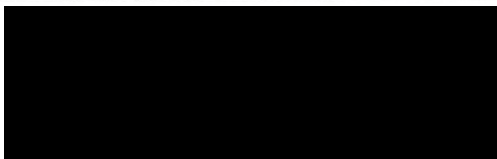
(refer Tabled Attachment 4.2.1.)



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<b>Name</b>	Lisa Hollands		
<b>Address</b>	[Redacted] Reddick		
<b>Business, Organisation or Group (if presenting on behalf of)</b>			
<b>Agenda Briefing Forum Date</b>	13.2.1.	<b>Reported Item No. referred to</b>	
<b>Please tick the appropriate box to indicate what type of presentation you wish to make</b>	<input checked="" type="checkbox"/> Submission	<input type="checkbox"/> Deputation	
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**6:40pm The Presiding Member closed Public Submission Time.**

## **5 Ordinary Council Meeting Agenda for meeting to be held on 24 March 2026**

### **5.1 Agenda items for review**

**6:48pm Cr Abedin joined the meeting.**

#### **OCM Item 12.1**

#### **Amendment No. 25 to Local Planning Scheme No. 15**

##### **Deputation Request**

Nil.

##### **Officer Presentation**

Nil.

##### **Notes from Forum**

- The Ascot Kilns and Golden Gateway are no longer proposed to be treated through two separate planning frameworks. All of the planning controls for both sites are now proposed to be contained within the draft Golden Gateway Local Structure Plan.
- The City is not aware of the State Government's intentions with the Ascot Kilns site, the only direction to the City has been to modify the structure plan to include planning controls to guide any future development of the site.
- The State Government has previously invested funding to upgrade the Ascot Kilns structures for preservation. Prior to this, the State Government also prepared a draft local development plan to guide development at the site, which did envisage apartment style development occurring up to a maximum height of 8-storeys.
- The Officer Recommendation for this item refers to deleting the current Scheme clause which says that there are no restricted uses which apply within the local government area, and replacing this provision with a list of restricted uses which would now apply to the Golden Gateway Precinct.
- It is important to note there are two separate processes involved with this

## OCM Item 12.1

### Amendment No. 25 to Local Planning Scheme No. 15

matter. Firstly, the Local Structure Plan was endorsed by Council and progressed to the Western Australian Planning Commission (WAPC) and is now subject to modifications. The WAPC is the decision-making body for Structure Plans. Separate to this, there is the process to initiate the scheme amendment to the Local Planning Scheme No. 15. Any final decision on the amendment is made by the Minister for Planning, not the WAPC.

- At the Ordinary Council Meeting next week on 24 March 2026, Council will be voting on whether to progress the scheme amendment to advertising as the next stage of the administrative process. This item does not involve Council making any final decisions on supporting or not supporting the scheme amendment to the Minister. Also, progressing to advertise the amendment does not obligate Council's consideration of the matter at the next stage.
- Once advertising has occurred for this item, it would come back to Council for a formal recommendation on the matter to the WAPC.
- If this item is to progress to advertising, Officers can prepare materials that clearly explain that some of the factors in the amendment have arisen from the WAPC's required modifications on the Local Structure Plan.
- The WAPC have required modifications that incorporate a number of significant provisions regarding heritage protection, maintenance of views and not impacting the structures for the Ascot Kilns.
- The Ascot Kilns site is part of the scheme amendment, and this is where the RAC3 density code and R-Code building controls form part of the amendment.
- Any previous Council resolutions on either the draft LDP or Structure Plan have been superseded by the WAPC modifications to the Local Structure Plan.
- If Council was to hypothetically vote against the Officer Recommendation at the Ordinary Council Meeting next week and decide to not initiate the amendment and go out for advertising, there are several significant implications:
  - There would be negative perceptions in relation to the item being the City's own Local Structure Plan which the City has progressed over a long period of time with associated costs, and which has been considered already by the WAPC, who has directed the City to prepare and progress this amendment.
  - This decision would directly impact the Local Structure Plan by

## OCM Item 12.1

### Amendment No. 25 to Local Planning Scheme No. 15

preventing the City from fulfilling a crucial statutory obligation to progress and enact the Plan. As a result, the Golden Gateway Local Structure Plan's ability to be finalised and implemented would be stalled.

- The City would also miss a key Corporate Business Plan goal, affecting time, staff hours, and financial resources committed to this initiative.
- There is not the option to split the amendment into two parts, one to address the Golden Gateway and one for the Ascot Kilns. The WAPC has directed the City to commence the scheme amendment as a whole.
- If Council was to hypothetically vote to not support the amendment when the item comes back to Council after advertising, this would once again have significant ramifications as outlined above. At this subsequent stage, the City will submit its recommendation, which goes to the WAPC for consideration, then finally to the Minister for Planning. The Minister will review all public feedback obtained during the consultation process, evaluate the recommendations provided by both the City and the WAPC, and ultimately make the final decision.
- The City originally proposed a 10% Public Open Space (POS) for the Ascot Kilns site, however the WAPC has directed the City to remove the numerical requirement and instead amend the Local Structure Plan to have more objective wording around a POS corridor being provided on the Ascot Kilns site.
- This scheme amendment reflect the reality of how the legislation works. The WAPC considers the Local Structure Plan as a whole, and provides the City direction to make modifications, with no room for debate for those modifications. The amendment is required to align with the modified plan.

#### Further Information to be Provided

Nil.

**7:07pm The Coordinator Planning Projects departed the meeting and did not return.**

## OCM Item 12.2

### Council Policy Review 2025 – Tranche 2

#### Deputation Request

Nil.

#### Officer Presentation

Nil.

#### Notes from Forum

- **Electoral Caretaker Period Policy**
  - Regarding section 3.1(a), the Director of Corporate and Governance stated that officers will duly consider the concerns expressed by Elected Members pertaining to the proposed policy governing candidates' use of 'name', 'City of Belmont' in electoral materials.
- **Environmental Purchasing Policy**
  - Under 'Policy Detail', use of the word "may" does not seek to weaken the language or reduce the City's commitment to environmental consideration for purchasing. Officers are dedicated to the implementation of the Policy.
  - Further, the track change version of the policy on page 194 of the agenda includes the deletion of the "15%" acceptable premium cost for environmentally preferable or sustainable products. Removing this numerical limit would give officers greater flexibility to accept strong proposals, such as one with a higher percentage cost that the City would otherwise have to reject under the existing policy. The removal of a percentage threshold does not seek to dilute the City's commitment to environmental purchasing but to allow better flexibility.
  - The City has a robust tender process which progresses through Officers and the Procurement Advisory Unit (PAU) which includes Directors, subject matter experts and procurement officers. Environmental and sustainability factors are always included within the evaluation criteria in the procurement process.
  - The City of Belmont is one of the few local governments in the metropolitan area with a dedicated Environmental Purchasing Policy. Due to this commitment and officer adherence to the policy, the City aims to provide assurance to Council that the policy is being implemented effectively.

## OCM Item 12.2

### Council Policy Review 2025 – Tranche 2

- **Engagement – Community and Stakeholders Policy**

- Under 'Policy Detail' 2(a), the City's requirement and responsibility to "keep the community informed of matters that affect them" is sufficiently captured. Expanding the policy further into granular detail would result in the policy being overly prescriptive which may unintentionally omit examples and result in a lengthy document.

- **Urban Forest Policy**

- The Director Infrastructure Services will liaise with officers regarding communications sent to residents regarding tree planting on City verges to ensure that optimal time and consideration is given.
- The wording suggested for 'Policy Detail' 1(d) is intended to give officers a firmer basis for promoting verge tree planting, allowing them to reference the policy as the City's official stance. Although residents retain the right to object to having a tree planted, the policy equips the City with a stronger rationale to persuade them otherwise.
- Of the approximate 3,000 trees planted in 2025, approximately 10% of residences advised they did not wish to have a verge tree planted. Anyone who did not wish to have a tree were not forced to have or keep one.
- In 2026, City Officers will provide a three-week advance notice to affected residents in order to maximise receipt rates. It is anticipated that some individuals may still not receive the notice due to absence from their residence or a decision not to respond.
- The Parks and Leisure Team determines suitable locations, considers appropriate species, and oversees logistics, while external contractors perform planting activities. The proposed 'Thriving Belmont' program aims to identify viable planting areas within City of Belmont corridors.

- City officers have received feedback from Elected Members for inclusion in the proposed policies for Tranche 2. Should Council determine that additional modifications are necessary, alternative motion(s) may be proposed at the 24 March 2026 Ordinary Council Meeting.

- If Elected Members wish to move to smaller batches of policies to review and approve, this will need to be the decision of Council. The review of Council Policies was previously completed in a singular review, and were recently moved to a two-part review at the request of Council.

## **OCM Item 12.2**

### **Council Policy Review 2025 – Tranche 2**

#### **Further Information to be Provided**

- The Director Corporate and Governance undertook to investigate Cr Harris' request on Council Policy – Electoral Caretaker Period Policy as to the use by candidates of City branding under section 3.1 of the Policy.
- The Director Corporate and Governance undertook to provide Cr Harris with further advice in relation to the reasons for the changes made to the Livestreaming Policy.

## **OCM Item 12.3**

### **Response to WALGA Electoral Report Discussion**

#### **Deputation Request**

Nil.

#### **Officer Presentation**

Nil.

#### **Notes from Forum**

- This item includes an Officer Recommendation which is awaiting final determination by Council to include wording as to whether Council supports or does not support the Western Australian Local Government Association's proposed electoral reforms.

#### **Further Information to be Provided**

Nil.

## **OCM Item 12.4**

### **Local Government Reform – Amendment to Code of Conduct for Council Members, Committee Members and Candidates and Review of Council Policy 60 – Complaint Investigation – Behaviour Complaints**

#### **Deputation Request**

Nil.

#### **Officer Presentation**

Nil.

#### **Notes from Forum**

- Council Policy 60 – Complaint Investigation – Behaviour Complaints allows for the engagement of an external contractor to investigate complaints. Any related costs are not included in the City’s Annual Report but are documented in the report to Council should the matter be brought before Council.
- The State Government has determined that, prior to 1 January 2026, complaints of this nature are to be submitted in paper form in order to reduce costs. Additionally, individual Councils are assessed a fee for each case heard, with invoices issued annually; these fees typically range from \$500 to \$1,000 depending on the matter's complexity.
- The City is still waiting on what the new Local Government Inspector may choose to do in this regard.

#### **Further Information to be Provided**

Nil.

## **OCM Item 12.5**

### **March Budget Review**

#### **Deputation Request**

Nil.

## OCM Item 12.5

### March Budget Review

#### Officer Presentation

Nil.

#### Notes from Forum

Nil.

#### Further Information to be Provided

- The Director Infrastructure Services undertook to provide Elected Members with further information relating to whether the funds for intersection safety improvements, or the increased budget for the Belvidere Street Revitalisation Project, include provisions for community engagement and communication costs, or if these expenses are managed separately.

## OCM Item 12.6

### Accounts for Payment February 2026

#### Deputation Request

Nil.

#### Officer Presentation

Nil.

#### Notes from Forum

Nil.

#### Further Information to be Provided

Nil.

## **OCM Item 12.7**

### **Monthly Financial Report for February 2026**

#### **Deputation Request**

Nil.

#### **Officer Presentation**

Nil.

#### **Notes from Forum**

Nil.

#### **Further Information to be Provided**

Nil.

#### **Note:**

**The Presiding Member advised that in accordance with Section 5.23(4)(e) of the *Local Government Act 1995 (WA)* if there was any questions on the Confidential Attachments for Item 12.8, Council would need to go behind closed doors.**

**There were no questions on the confidential attachments.**

## **OCM Item 12.8**

### **Internal Audit Report 2026**

#### **Deputation Request**

Nil.

#### **Officer Presentation**

Nil.

## OCM Item 12.8

### Internal Audit Report 2026

#### Notes from Forum

Nil.

#### Further Information to be Provided

Nil.

## OCM Item 13.2.1

### Notice of Motion - Notice of Motion - Advocacy for Local Government Election Online Voting - Cr Davis

#### Deputation Request

Nil.

#### Officer Presentation

Nil.

#### Notes from Forum

- Notice of Motions come to Chief Executive Officer under the *Standing Orders Local Law 2017*.
- The reasons provided by Cr Davis in the Councillor Motion include that the motion would increase voter turnout. The City is unable to advise from where this data comes from.
- The City understands that the State Government has no interest to pursue online voting for either State or local government elections in the foreseeable future.

#### Further Information to be Provided

Nil.

## 6 Matters for which the meeting may be closed

### Note:

The Presiding Member advised that in accordance with Section 5.23(4)(c) of the *Local Government Act 1995 (WA)*, Council will need to go behind closed doors if there are any questions on Confidential Item 14.1.

There were no questions on Confidential Item 14.1

### OCM Item 14.1

#### Tender 22/2025 2025 – Supply, Installation and Maintenance of Bores and Pumps

##### Deputation Request

Nil.

##### Officer Presentation

Nil.

##### Notes from Forum

Nil.

##### Further Information to be Provided

Nil.

## 7 Closure

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 7:57pm.