



Agenda Briefing Forum

Matrix

15 July 2025



CITY OF BELMONT

Agenda Briefing Forum

Matrix

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Tabled Attachments Index

- Attachment 4.1.1 – Item 4.1 refers
- Attachment 5.1.1 – Item 5.1 (12.1) refers

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

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.

Matrix from the Agenda Briefing Forum held in the Council Chamber of the City of Belmont Civic Centre, 215 Wright Street, Cloverdale on Tuesday 15 July 2025 commencing at 6:30pm.

Matrix

Present

Mayor R Rossi, JP (Presiding Member)	Mayor
Cr D Sessions (Deputy Mayor)	West Ward
Cr G Sekulla, JP	Central Ward
Cr J Harris	Central Ward
Cr B Ryan	East Ward
Cr P Marks	East Ward
Cr J Davis	South Ward
Cr C Kulczycki	West Ward

In attendance

Mr J Christie	Chief Executive Officer
Mr S Downing	Director Corporate and Governance
Mr M Murphy	Director Infrastructure Services
Ms D Dabala	Manager Governance and Legal
Mr A Bott	Manager Planning Services
Ms C Gilbert (dep. 6:50pm)	Coordinator Planning Projects
Ms L Chaplyn	Coordinator Media and Communications
Mrs J Cherry-Murphy	Coordinator Governance
Mr B Houweling (dep. 6:50pm)	Senior Planning Officer
Ms K Ahern	Senior Governance Officer
Ms S Bell	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 Sekulla to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Elected Members. Cr Sekulla 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

Mr W Loh (apology)

Director Development and Communities

3 Announcements by the Presiding Member (without discussion)

3.1 Announcements

Nil.

3.2 Disclaimer

6:32pm 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

6:33pm The Presiding Member opened the period allotted for Public Submission Time and drew the gallery's attention to the Rules for Public Submission Time. One Public Submission was received.

4.1 Ms L Hollands, Redcliffe

Submission Request – Approved by Presiding Member

Ms Hollands presented a submission for Item 12.1 - Local Planning Policy No. 20 - Great Eastern Highway Urban Corridor.

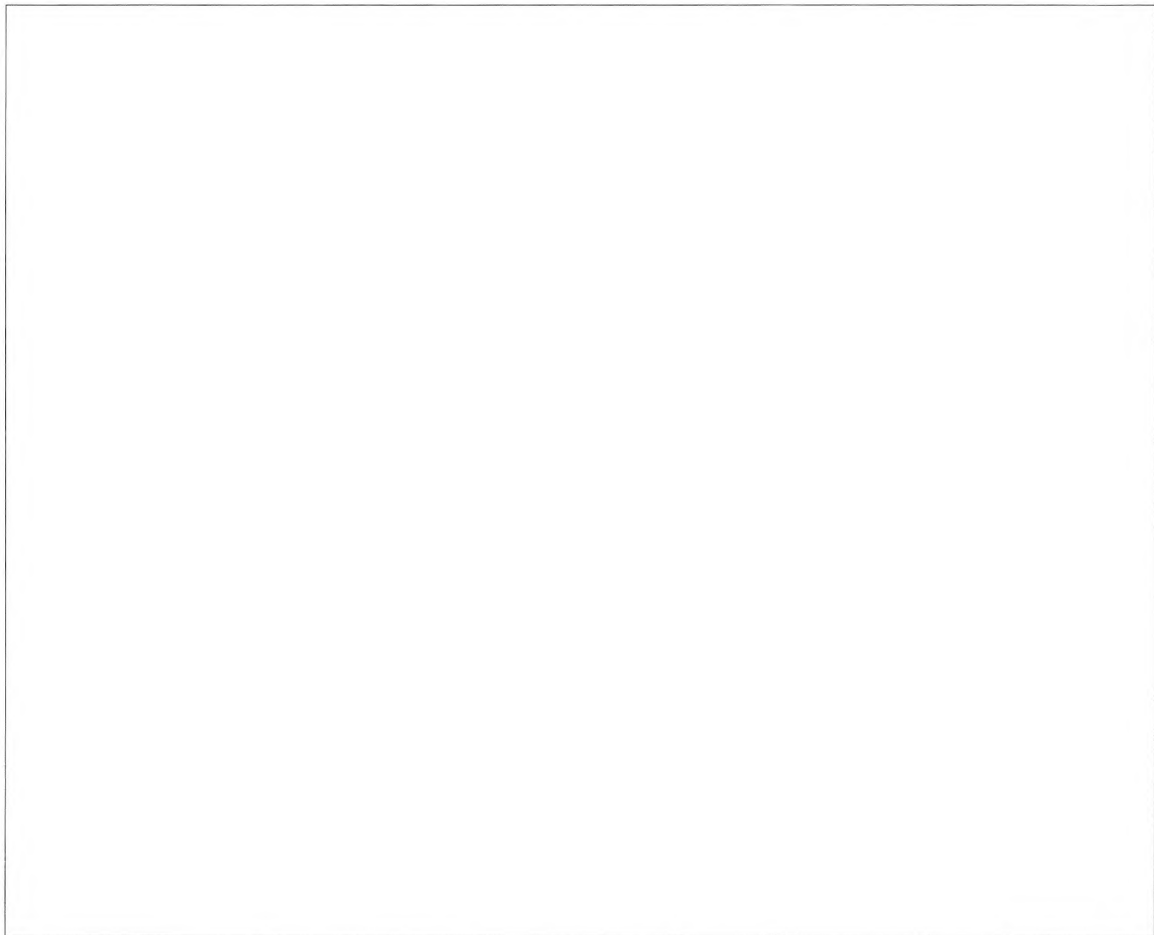
(refer Tabled Attachment 4.1.1.)



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		Redcliffe	
Business, Organisation or Group (if presenting on behalf of)			
Agenda Briefing Forum Date		15/7/2005	
Reported Item No. referred to		12.1	
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 checked="" 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.			
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.
- m) Deputations will be made at the time the matter subject to the deputation is reviewed by Council. Unless otherwise approved by a majority of Elected Members, a deputation is to consist of no more than five persons, only two of whom may address the Council (with the exception of a person responding to an instruction by the Presiding Member). The time for a deputation, including interaction from Elected Members, is not to exceed 15 minutes.
- 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.
- o) A submission/deputation may include a request for the tabling of documents where these are relevant to an issue before Council. The Presiding Member will indicate when the allotted maximum time for a submission/deputation has elapsed. The presentation will cease at that time.
- p) If there is time remaining in the initial period for Public Submission Time after all members of the public have made their initial submission, the Presiding Member may then allow members of the public to, in order of the register, make a further submission (within a three minute time limit) until the initial period for Public Submission Time has expired.
- q) Any extension to the initial period for Public Submission Time is to be limited to a period that will allow sufficient time for any remaining members of the public to make their initial submission.
- r) The Presiding Member may limit presenters to a shorter period to make a submission/deputation if time is restricted and reserves the right to limit the number of submissions/deputations that can be made in respect to any one matter.

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

6:38pm The Presiding Member closed Public Submission Time.

5 Ordinary Council Meeting Agenda for meeting to be held on 22 July 2025

5.1 Agenda items for review

OCM Item 12.1

Local Planning Policy No. 20 – Great Eastern Highway Urban Corridor

Deputation Request

Nil.

Officer Presentation

The Senior Planning Officer provided a presentation which included the following:

- Background
- Alignment with the Corridor Strategy
- Pedestrian Connections and Spaces
- Implementation
- Officer Recommendation and Next Steps

(Refer Tabled Attachment 5.1.1 for further information).

Notes from Forum

- The 'substantial tree planting' referred to on page 61 of the 22 July 2025 Ordinary Council Meeting agenda is a provision which will allow for a level of flexibility and will be considered through the development application process. The City's Planning Team will be seeking advice from the City's Parks Department on what would be considered a substantial tree planting.
- The City cannot require the provision of spaces via this local planning policy as this is not a current requirement of the planning framework. Mechanisms to deliver these spaces will be further investigated as part of the Local Planning Scheme.

OCM Item 12.1

Local Planning Policy No. 20 – Great Eastern Highway Urban Corridor

- The term “Design guidelines” is a broad, overarching term and these often take the form of a local planning policy. The City is aiming to have this Local Planning Policy in place imminently, as the City recognises that development applications are still being submitted to the City which the Corridor Strategy is unable to solely regulate.
- Development incentives will be further investigated as part of the Local Planning Scheme. Transition for building heights and appropriate density from the Great Eastern Highway corridor will also be investigated in the Scheme.
- The reference on page 32 of the 22 July 2025 Ordinary Council Meeting agenda to ‘pedestrian and cyclist connections’ can be facilitated in a few ways. They can be proposed through the Local Planning Policy by encouraging these connections in development applications. They can also be looked at more broadly and incentivised via the Local Planning Scheme or Structure Plan. These methods can be considered in addition to what is currently proposed in the local planning policy.
- The investigation of appropriate zoning for the lots backing onto land directly fronting Great Eastern Highway will form part of the new Local Planning Scheme, for which the City is waiting on the Department of Planning, Lands and Heritage (DPLH) for approval to advertise. Thereafter, the City can further investigate density codes.
- It is appropriate to advertise the Local Planning Policy at this stage, as the Policy is fully informed and consistent with the Corridor Strategy which was endorsed by Council.

Further Information to be Provided

Nil.

6:50pm The Coordinator Planning Projects and Senior Planning Officer departed the meeting and did not return.

OCM Item 12.2

Authority to Execute Documents – Landgate via Electronic Lodgement Network

Deputation Request

Nil.

Officer Presentation

Nil.

Notes from Forum

Nil.

Further Information to be Provided

Nil.

OCM Item 12.3

Accounts for Payment June 2025

Deputation Request

Nil.

Officer Presentation

Nil.

Notes from Forum

- The \$7,281.12 allocated towards the 'Belmont Sustainable Transport Plan STP' under line EF096696 refers to the review of the Sustainable Transport Plan which became the Sustainable Transport Strategy.

OCM Item 12.3

Accounts for Payment June 2025

Further Information to be Provided

- The Director Corporate and Governance undertook to provide Elected Members further context relating to the amount of \$4,000 for an AI Workshop under Accounts for Payment – June 2025.
- The Chief Executive Officer undertook to investigate whether the AI Workshop was run through a company that works in the AI industry, or it was run by external experts. The Chief Executive Officer noted that as this expense was titled 'Library - AI Workshop', that it may be likely this was a workshop run by the City of Belmont Library for the community.
- The Director Infrastructure Services undertook to provide Elected Members with the meaning of 'ATC' in reference to the Traffic Count - ATC Survey under line EF096793.
- The Director Corporate and Governance undertook to investigate the amount of \$2,222 under line EF096840 for 'Plumbing Maintenance/Supplies – Dishwasher Repair'.

OCM Item 12.4

Monthly Financial Report for June 2025

Deputation Request

Nil.

Officer Presentation

Nil.

Notes from Forum

Nil.

Further Information to be Provided

Nil.

Draft Local Planning Policy No. 20

Agenda Briefing Forum

15 July 2025



City of
Belmont



City of
Opportunity

Background



- 22 October 2024 – Great Eastern Highway Urban Corridor Strategy adopted by Council.
- Strategy identified the adoption of a Local Planning Policy to support its implementation.
- Draft Local Planning Policy No. 20 has now been prepared.



Alignment with the Corridor Strategy

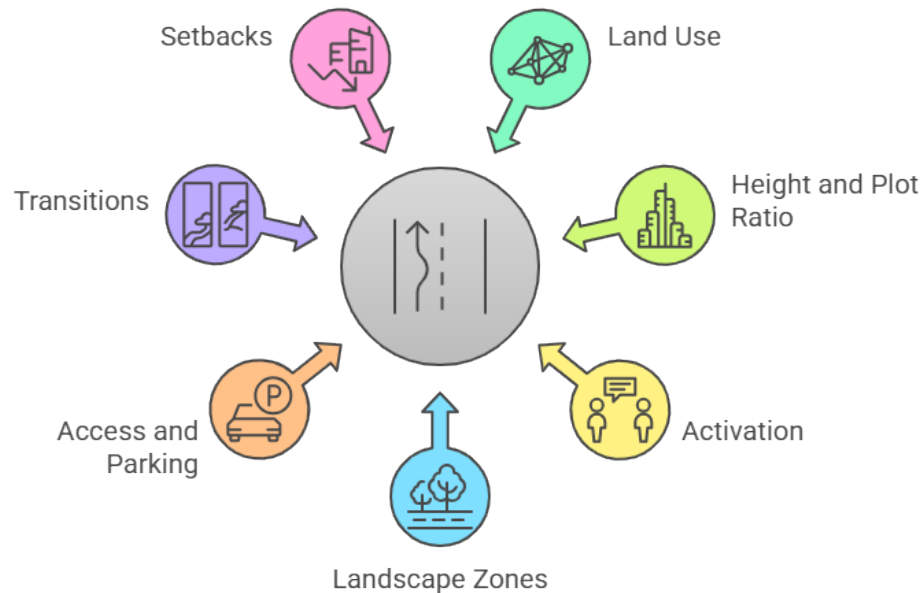


- It is important that policies reflect higher order strategic documents.
- It would be inappropriate for a lower order document to be inconsistent with strategic direction set out in an overarching Strategy.

Alignment with the Corridor Strategy



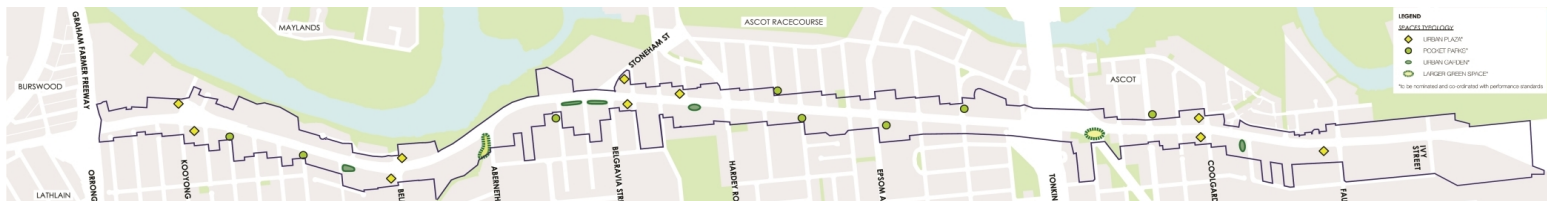
Corridor Policy Provisions



Pedestrian Connections and Spaces



- The Corridor Strategy identifies future pedestrian/cyclist links and spaces on private lots.
- These cannot be required via a local planning policy as they are matters not currently within the existing planning framework.
- Policy encourages their provision and allows them to be given appropriate weight when or if discretion is sought.



Implementation



- Clause 67 of the Deemed Provisions requires Local Planning Policies to be considered in decision making.
- Policy measures should not be departed from without cogent reasons.
- Draft LPP 20 will ensure measures of the Corridor Strategy are considered during development assessment.

Officer Recommendation and Next Steps



- It is recommended that Council endorse draft LPP 20 for public advertising.
- Following the OCM, Draft LPP 20 will be advertised for 21 days.
- Following advertising, submissions will be considered and a report presented to Council for final consideration.

Benjamin Houweling – Senior Planning Officer



6 Matters for which the meeting may be closed

Note:

The Presiding Member advised that notwithstanding that Council can discuss Item 14.1 behind closed doors, any discussion on this item would be reserved for the closed session at the 22 July 2025 Ordinary Council Meeting.

OCM Item 14.1

Staff Matter - Chief Executive Officer Annual Performance Appraisal 2024-25

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 6:56pm.