

Agenda Briefing Forum Summary Notes

Meeting	Agenda Briefing Forum – for Ordinary Council Meeting – 23 June 2026			
Location	Council Chambers			
Date	16 June 2026	Start Time	7:00pm	Finish Time 9:03pm

1. ATTENDANCE

<u>Members</u> Mayor Filomena Piffaretti Cr Elli Petersen-Pik – Deputy Mayor Cr Calla Loiacono Cr Steven Ostaszewskyj Cr Anthony Pittaway Cr Michelle Sutherland Cr Nat Latter Cr Cale Black Cr Donovan MacDonald <u>Leave of Absence</u> Nil. <u>Apologies</u> Nil. Public: 13	<u>Officers</u> Jeremy Edwards Chief Executive Officer Ryan Hall Director Community Services Luke Botica Director Infrastructure and Assets Kym Leahy Director Corporate Services Amanda Albrecht Manager Governance and Strategy Bianca Sandri Executive Manager Strategic Projects Rebecca McKrill Governance Advisor Bryce Coelho Manager Infrastructure Projects Nathan Linthorne Coordinator Community Buildings <u>Apologies</u> Nil.
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2. DISCLOSURE OF INTEREST SUMMARY

The following disclosures of interest were made at the Agenda Briefing Forum and will also apply at the Ordinary Council Meeting when the matters are considered:

Name	Item No.	Type of Interest	Nature of Interest
Cr Cale Black	10.5.1.2.5	Impartial	I am a member of various clubs that have a lease with the City.
Cr Cale Black	10.5.1.3.4	Indirect Financial	A client I am engaged with would have a financial interest on this item.

Cr Nat Latter	10.5.1.2.5	Impartial	<i>I sponsor an organisation that would be impacted by this policy. There is an exemption for fees and charges, however I will seek further advice on this before the Council meeting. I am also a member of some of the organisations that would be impacted by this policy.</i>
Cr Elli Petersen-Pik Deputy Mayor	10.5.1.2.5	Impartial	<i>I am a member of the Maylands Peninsula and Historical Society and on the Board of Bayswater Childcare Association.</i>
Cr Anthony Pittaway	10.5.1.2.5	Impartial	<i>I am a Committee Member of the Bayswater Childcare Association.</i>

3. DEPUTATIONS

In person deputations

In person deputations were received by the Council in the Chamber.

10.3.7 Hillcrest Reserve Basketball Court Petition

1. In relation to item 10.3.7, Aaron Turner, was in attendance and spoke in support of the officer's recommendation.

10.5.1.2.5 Policy Review: Community Facility Lease and License/User Agreement

2. In relation to item 10.5.1.2.5, Breanne Rasmussen was in attendance and spoke in opposition to the recommendation.
3. In relation to item 10.5.1.2.5, Victoria Savage, was in attendance and spoke on this item.
4. In relation to item 10.5.1.2.5, Sandy McKiernan was in attendance and spoke in support of the recommendation.

In accordance with section 5.61 of the Local Government Act 1995, Cr Cale Black declared an indirect financial interest in relation to this item.

At 7:23pm, Cr Cale Black withdrew from the meeting, before the deputation was heard.

10.5.1.3.4 New Local Planning Policy: Short-Term Rental Accommodation

5. In relation to item 10.5.1.3.4, Tamina Stokes was in attendance and spoke in opposition to the recommendation.

At 7:33pm, Cr Cale Black returned to the meeting, once the deputation had concluded.

11.1 Cr Cale Black – Waiving of Fees for Electricity Charges – Bayswater Playgroup

6. In relation to item 11.1, Breanne Rasmussen was in attendance and spoke in support of the motion.
7. In relation to item 11.1, Catherine Lade was in attendance and spoke in support of the motion.

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8. In relation to item 11.1, Ellen Aunins was in attendance and spoke in support of the motion.

In accordance with regulation 4A, sub-regulation (a) of the Local Government (Administration) Regulations 1996, item 14.1.1 Property Matter – Bayswater is a confidential report as the information contained within the report relates to the price, or potential price, for the sale or purchase of property by the local government and contains information relating to the price or potential price.

At 8:04pm, the meeting was closed to the public and the livestream suspended to allow Elected Members to hear a deputation and ask questions on confidential information in item 14.1.1 as permitted under section 5.23(4)(g) of the Local Government Act 1995.

14.1.1 Property Matter – Bayswater

9. In relation to item 14.1.1, Ryan Taylor was in attendance and spoke in support of the officer's recommendation.

As the Council had heard the deputation on this item and concluded asking questions in relation to the confidential deputation, the Presiding Member, Mayor Filomena Piffaretti, reopened the meeting to the public at 8:29pm, and the live streaming resumed.

Written deputations

Written deputations were circulated to Council and copies provided on the City's website.

Item 10.3.1 Maylands Lakes Landscape and Water Quality Plan

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1. In relation to item 10.3.1, Wendy Gartstone submitted a **written deputation** on this item.

Item 10.3.6 Riverside Gardens Urban Forest Project Update

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2. In relation to item 10.3.6, Wendy Garstone submitted a **written deputation** on this item.

Item 10.5.1.3.4 New Local Planning Policy: Short-Term Rental Accommodation

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3. In relation to item 10.5.1.3.4, Mathew Stokes submitted a **written deputation** in opposition to the recommendation.

Item 11.1 Cr Cale Black – Waiving of Fees for Electricity Charges – Bayswater Playgroup

4. In relation to item 11.1, Luna Yadan submitted a **written deputation** in support of the motion.
5. In relation to item 11.1, Emma Ricciardi submitted a **written deputation** in support of the motion.
6. In relation to item 11.1, Kyra Shaw submitted a **written deputation** in support of the motion.
7. In relation to item 11.1, Kelly Woldenden submitted a **written deputation** in support of the motion.
8. In relation to item 11.1, India Thornton submitted a **written deputation** in support of the motion.
9. In relation to item 11.1, Marnie McIlrath submitted a **written deputation** in support of the motion.
10. In relation to item 11.1, Ged Barnard submitted a **written deputation** in support of the motion.
11. In relation to item 11.1, Jessica Sutherland submitted a **written deputation** in support of the motion.

12. In relation to item 11.1, Mim Hawgood submitted a **written deputation** in support of the motion.

4. QUESTIONS TAKEN ON NOTICE FROM ELECTED MEMBERS ON AGENDA ITEMS

The following questions were taken on notice at the briefing and responses are provided below to assist Councillors in their deliberations on the matter.

Item 10.5.1.2.5 Policy Review: Community Facility Lease and License/User Agreement

Cr Nat Latter

Question 1

Would the process for engaging a potential Out of School Hours Care provider at this location be a standard Expression of Interest process, given that the user group has an existing lease with the City?

Response 1

The City currently has an exclusive lease agreement with Casa Mia Montessori Playgroup for the premises at 2 Hudson Street, Bayswater.

As Casa Mia has exclusive possession of the premises under the lease, the City would need to obtain legal advice regarding its ability to conduct an Expression of Interest process for an Out of School (OOS) Hours Care provider to operate from the premises without the agreement of the lessee.

Subject to legal advice, one option may be for Casa Mia Montessori Playgroup to identify and engage an Out of School Hours Care provider directly. In this scenario, any occupation arrangements would be a matter between Casa Mia and the provider and may require the City's approval in accordance with the lease agreement.

Alternatively, a further option would be for the City and Casa Mia Montessori Playgroup to mutually agree to terminate the existing lease arrangement, enabling the City to assume direct management of the facility. In that circumstance, the City could undertake an Expression of Interest process and enter into separate occupancy agreements with the various user groups operating from the premises (i.e. Casa Mia, Bayswater Playgroup an OOS provider).

The most appropriate approach would depend on the existing lease provisions, the willingness of the parties to participate in any revised arrangement, and any legal advice obtained by the City.

Item 11.1 Cr Cale Black – Waiving of Fees for Electricity – Bayswater Playgroup

Cr Steven Ostaszewskyj

Question 1

In regards to the annual reports that the groups provide to the City each year, what is reported on?

Response 1

In accordance with the Community Facility Lease and Licence/User Agreement Policy, the City completes annual audits of all leaseholders by requesting the below information, this process is completed through Engage Bayswater, with hard copies of the audit also available. The audit requests the following information (included but not limited to):

- Evidence of Public Liability Insurance
- AGM Minutes
- Financial Statements (including generic questions e.g. running positive balance? Do you have a reserve/sinking fund?)
- Membership numbers (current and two previous financial years)
- Long Term Financial Plan (if applicable)
- Strategic Plan (if applicable)
- Updated contact list
- Premise usage by the tenant (which months, days, how many hours per week)
- Is the premise used by any other group(s) / sub-tenant(s), and same questions as above regarding usage.

The proposed draft policy also includes for tenants to provide copies of utility bills (for accounts in their name) for emission tracking purposes.

Question 2

Is it possible to be provided with the annual reports for the Casa Mia and the Bayswater Playgroup, for the last five years?

Response 2

This information will be circulated separately to Council. As mentioned in Response 1, the City requests an audit questionnaire to be completed, along with supporting evidence such as financial reports, insurance certificates, and AGM minutes. The City does not have annual audit information for Bayswater Playgroup as they are a sub-tenant of Casa Mia and are not required to complete the City's audit.

The City has annual audit information for the past four years for Casa Mia, including the following:

- 2022 – audit questionnaire completed with supporting attachments (financials, and AGM minutes)
- 2023 – The City did not complete the annual audit.
- 2024 – Casa Mia did not complete the audit questionnaire, however, did provide supporting attachments (financials and constitution).
- 2025 – audit questionnaire completed with supporting attachments (Meeting minutes, financials, and constitution).
- 2026 – annual audit to be completed in second half of the year.

Mayor Filomena Piffaretti

Question 1

If the intent of the Notice of Motion is for the waiving of electricity utility expenses for the entire facility, being 2 Hudson Street, not just the Bayswater Playgroup, is the report (and the motion) correct, as it only references the Bayswater Playgroup who are the sub-lessee not the lessee?

Response 1

The driver for the request to waive electricity expenses was the Bayswater Playgroup.

The Bayswater Playgroup does not hold the lease for the premises and is not the account holder for the electricity service. Casa Mia Montessori Playgroup is the lessee of 2 Hudson Street and is responsible for payment of the electricity account for the premises.

The Bayswater Playgroup and Casa Mia Montessori Playgroup operate from the same facility and have an arrangement whereby utility costs associated with the premises are shared between the two organisations.

The motion as presented applies to the premises rather than a specific occupier. This approach avoids the need for the City to intervene in the cost-sharing arrangements between the two organisations and ensures that any assistance applies consistently to the electricity costs associated with the facility.

As the electricity account is held by Casa Mia Montessori Playgroup, any waiver would be applied to the account holder. It is expected that the benefit of the waiver would be passed through to the Bayswater Playgroup in accordance with the existing cost-sharing arrangement between the two organisations.

Limb 4 of the Notice of Motion identifies that the purpose of the waiver is to provide short-term financial assistance to the Bayswater Playgroup while a longer-term reduction in operating costs is pursued through the installation of renewable energy infrastructure.

Item 14.1.1 Property Matter - Bayswater

At 8:40pm, the meeting was closed to the public and the livestream suspended so Elected Members could ask questions of City Officers on confidential information in item 14.1.1 as permitted under section 5.23(4)(g) of the Local Government Act 1995.

No questions were taken on notice, however while behind closed doors the Council was advised a confidential addendum will be issued to address questions raised on this item.

As the Elected Members had concluded asking questions in relation to the confidential report, the Presiding Member, Mayor Filomena Piffaretti, reopened the meeting to the public at 9:03pm, and the live streaming resumed.

There being no further questions, Mayor Filomena Piffaretti closed the meeting at 9:03pm.