



— *City of* —  
***Melville***

**NOTES**

**OF THE**

**AGENDA BRIEFING FORUM**

**HELD ON**

**5 MAY 2009**

**COMMENCED AT 6.35PM**

**AT THE MELVILLE CIVIC CENTRE**

**2<sup>ND</sup> FLOOR IN THE COUNCIL CHAMBERS**

**10 ALMONDBURY ROAD, BOORAGOON**

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**Please note: The Agenda for the Agenda Briefing Forum should be read in conjunction with the [Agenda for the Ordinary Meeting of Council](#) to be held on 19 May 2009.**

**DISTRIBUTED: 8 MAY 2009**

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**Melville**

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Notes of the Agenda Briefing Forum held in the Council Chambers, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 5 May 2009 commencing at 6.35pm.

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## **AGENDA BRIEFING FORUM BRIEFING NOTES**

### **1. PRESENT**

R A Aubrey (Presiding Member)

Mayor

Cr H Everett, Cr N Pazolli  
Cr A Ceniviva, Cr D Macphail  
Cr R Subramaniam, Cr C W Robartson  
Cr P Phelan; Cr C M Halton  
Cr G Wieland, Cr J Barton  
Cr L M Reynolds (Left 7.41pm)  
Cr J Bennett

Applecross/Mount Pleasant  
City  
Bill Creek/Leeming  
Palmyra/Melville/Willagee  
Bicton/Attadale  
University  
University

### **2. IN ATTENDANCE**

Mr J Christie  
Mr M Tieleman  
Mr S Cope  
Ms C Young  
Mr J Cameron  
Mr L Hitchcock  
Mr B Taylor

Mr J Clark

Ms L Reid  
Ms D Beilby

A/Chief Executive Officer  
Director Corporate Services  
Director Urban Planning  
Director Community Development  
A/Director Technical Services  
Executive Manager Legal Services  
Manager Information & Corporate  
Support  
Governance and Compliance Program  
Manager  
Manager Community Services  
Minute Secretary

There were two people from the Media and no other people present in the public gallery at the commencement of the Agenda Briefing Forum.

**3. APOLOGIES AND APPROVED LEAVE OF ABSENCE**

**3.1 APOLOGIES**

Nil.

**3.2 APPROVED LEAVE OF ABSENCE**

Nil.

**4. QUESTION TIME**

Nil.

**5. DISCLOSURES OF INTEREST**

- C09/5066 Dr S Silcox, Chief Executive Officer
- C09/5066 Cr C W Robartson
- C09/5068 Cr P Phelan
- C09/5068 Cr C W Robartson
- C09/5068 Cr M Reynolds

**6. DEPUTATIONS**

Nil.

**7. BUSINESS**

## **DISCLOSURE OF FINANCIAL INTERESTS LOCAL GOVERNMENT ACT 1995**

### **Members' interests in matters to be discussed at meetings to be disclosed**

S.5.65 (1) A member who as an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

- (a) in a written notice given to the Chief Executive Officer before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

Penalty: \$10,000 or imprisonment for 2 years.

### **Meeting to be informed of disclosures**

**S.5.66** If a member has disclosed an interest in a written notice given to the Chief Executive Officer before a meeting then before the meeting -

- (a) the Chief Executive Officer is to cause the notice to be given to the person who is to preside at the meeting; and
- (b) the person who is to preside at the meeting is to bring the notice to the attention of the persons who attend the meeting.

### **Disclosing members not to participate in meetings**

**S.5.67** A member who makes a disclosure under Section 5.65 must not -

- (a) preside at the part of the meeting relating to the matter; or
- (b) participate in, or be present during, any discussion or decision making procedure relating to the matter,

unless, and to the extent that, the disclosing member is allowed to do so under Section 5.68 or 5.69.

Penalty: \$10,000 or imprisonment for 2 years.

**Please refer to your Handbook for definitions of interests and other detail.**

## **8. BUSINESS**

### **8.1 RECOMMENDATIONS TO COUNCIL ARISING FROM THE MINUTES OF THE FINANCIAL MANAGEMENT, AUDIT, RISK & COMPLIANCE COMMITTEE MEETING – 4 MAY 2009**

The Reports of the Committee Meeting will be presented at the Ordinary Meeting of Council on 19 May 2009 by the Presiding Member of the Financial Management, Audit, Risk & Compliance Committee.

The items on the Agenda are as follows:

1. **C09/5059** - Internal Audit Activity Report
2. **C09/5060** - Financial Management, Audit, Risk and Compliance (FMARC) Committee Calendar
3. **C09/5061** - Internal Audit Reports Summary
4. **C09/5063** - Annual Review – Schedule of Fees and Charges
5. **C09/5064** - 2009/10 Budget Preparation Update
6. **C09/5065** - Credit / Charge Card Surcharge Fee
7. **C09/5067** - Insurance Claims Management Report

### **8.2 AGENDA ITEMS FOR PRESENTATION**

<b>Item No.</b>	<b>Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment</b>
<b>C09/8012</b>	<p><b>Wireless Hill Vision 2020</b></p> <p><b>OFFICER PRESENTATION</b> Ms L Reid - Manager Community Services</p> <p><b>DISCLOSURE OF INTEREST</b> Nil</p> <p><b>DEPUTATION PRESENTATION</b> Nil</p> <p><b>NOTES FROM FORUM</b> General discussion took place regarding the item and the officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C09/5066	<p><b>Adoption of Major Land Transaction Business Plans – Part Lot 300 (10) Archibald Street, Willagee – Former Carawatha Primary School Site and Lot 15 (67) and Part Lot 180 (69) Canning Beach Road, and Part Lot 181 (2) Kintail Road, Applecross</b></p> <p><b>OFFICER PRESENTATION</b> Mr B Taylor – Manager Information &amp; Corporate Support</p> <p><b>DISCLOSURE OF INTEREST</b> Dr S Silcox, Chief Executive Officer Cr C Robartson</p> <p><b>DEPUTATION PRESENTATION</b> Nil</p> <p><b>NOTES FROM FORUM</b> General discussion took place regarding the item and the officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C09/5000	<p><b>Common Seal</b></p> <p><b>OFFICER PRESENTATION</b> Mr M Tieleman – Director Corporate Services</p> <p><b>DISCLOSURE OF INTEREST</b> Nil</p> <p><b>DEPUTATION PRESENTATION</b> Nil</p> <p><b>NOTES FROM FORUM</b> No discussion took place regarding the item and the officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C09/6000	<p><b>Investment Statements March 2009</b></p> <p><b>OFFICER PRESENTATION</b> Mr M Tieleman - Director Corporate Services</p> <p><b>DISCLOSURE OF INTEREST</b> Nil</p> <p><b>DEPUTATION PRESENTATION</b> Nil</p> <p><b>NOTES FROM FORUM</b> No discussion took place regarding the item and the officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C09/6001	<p><b>Schedule of Accounts March 2009</b></p> <p><b>OFFICER PRESENTATION</b> Mr M Tieleman – Director Corporate Services</p> <p><b>DISCLOSURE OF INTEREST</b> Nil</p> <p><b>DEPUTATION PRESENTATION</b> Nil</p> <p><b>NOTES FROM FORUM</b> No discussion took place regarding the item and the officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C09/6002	<p><b>Financial Statements March 2009</b></p> <p><b>OFFICER PRESENTATION</b> Mr M Tieleman – Director Corporate Services</p> <p><b>DISCLOSURE OF INTEREST</b> Nil</p> <p><b>DEPUTATION PRESENTATION</b> Nil</p> <p><b>NOTES FROM FORUM</b> No discussion took place regarding the item and the officer recommendation.</p>

At 7.40pm Cr Bennett moved, seconded Cr Halton -

**That the meeting go behind closed doors to discuss a matter within the provision of S5.23(2) of the Local Government Act 1995.**

At 7.40pm the Mayor submitted the motion, which was declared

**CARRIED (13/0)**

At 7.41pm Cr Phelan, Cr Robartson and Cr Reynolds, having declared an interest in Item C09/5068, left the meeting.

At 7.41pm Cr Pazolli left the meeting and returned at 7.43pm.

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C09/5068	<p><b>City of Melville Aged Persons Homes Trust – Motion to Rescind</b></p> <p><b>OFFICER PRESENTATION</b> Mr J Clark - Governance &amp; Compliance Program Manager</p> <p><b>DISCLOSURE OF INTEREST</b> Nil</p> <p><b>DEPUTATION PRESENTATION</b> Nil</p> <p><b>NOTES FROM FORUM</b> Cr Phelan, Cr Robartson and Cr Reynolds advised that they are Members on the Board of Alchera Living (Inc).  Mr J Clark, Governance &amp; Compliance Program Manager, will seek clarification from the Department of Local Government as to the nature of the interest held by Cr Phelan, Cr Robartson and Cr Reynolds under the Local Government Act 1995 and will advise Elected Members accordingly in the Elected Members Bulletin.</p>

At 8.25pm Cr Bennett moved, seconded Cr Subramaniam -

**That the meeting come out from behind closed doors and that the public be invited back into the meeting.**

At 8.25pm the Mayor submitted the motion, which was declared

**CARRIED (10/0)**

**At 8.25pm Cr Phelan and Cr Robartson returned to the meeting.**

## **9. CLOSURE**

**There being no further business, the Presiding Member declared the Forum closed at 8.25pm.**