



— *City of* —  
***Melville***

**AGENDA**

**FORUM**

**TO BE HELD ON**

**TUESDAY, 1 MAY 2007**

**DISCLAIMER:**

The City of Melville disclaims any liability for any loss arising from any person or body relying on any statement, discussion, recommendation or decision made during this meeting.

Where an application for an approval, a licence, or the like is considered or determined during this meeting, the City of Melville warns that neither the applicant nor any other person or body should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it or the refusal of the application has been issued by the City.

**DISTRIBUTED: 27 APRIL 2007**



— City of —  
**Melville**

10 Almondbury Road Booragoon WA 6154  
Postal Address: Locked Bag 1, Booragoon WA 6954  
Tel: 08 9364 0666  
Fax: 08 9364 0285  
Email: [melinfo@melville.wa.gov.au](mailto:melinfo@melville.wa.gov.au)  
Web: [www.melville.wa.gov.au](http://www.melville.wa.gov.au)

## NOTICE OF FORUM

I respectfully bring to the attention of Her Worship the Mayor and Elected Members of the Council that an Agenda Forum will be held in the Swan Room, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 1 May 2007 commencing at 6.30pm.

The business paper for the Forum is scheduled below and your attendance is requested.

**ERIC LUMSDEN PSM**  
**CHIEF EXECUTIVE OFFICER**

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## FORUM AGENDA

**PRESENT**

**IN ATTENDANCE**

**APOLOGIES**

**QUESTION TIME**

**DISCLOSURES OF INTEREST**

**CONFIRMATION OF NOTES:**

**BUSINESS**

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**Terms of Reference** – to provide a forum for Elected Members to become more informed on matters prior to formal consideration at the Ordinary Meeting of Council. The forums will allow for greater open dialogue between Elected Members, Officers and members of the public and allow Elected Members to gain maximum knowledge and understanding of issues prior to presentation at the Ordinary Meetings of Council. Forums shall not be a mechanism for debate or to make decisions.

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# **PROCEDURE FOR AGENDA FORUMS**

## **PRINCIPLES**

The Agenda Forum which occurs two weeks prior to the Council meeting provides an opportunity for elected members to ask questions and clarify issues relevant to the specific agenda items before council. The briefing is not a decision-making forum and the Council has no power to make decisions.

In order to ensure full transparency the meetings will be open to the public to observe the process. Where matters are of a confidential nature, they will be deferred to the conclusion of the briefing and at that point the briefing session closed to the public. The reports provided are the officers' professional opinions. While it is acknowledged that members may raise issues that have not been considered in the formulation of the report and recommendation, it is a basic principle that as part of the briefing sessions elected members cannot direct officers to change their reports or recommendations.

## **PROCESS**

The Agenda Forum will commence at 6.30 pm on the first Tuesday of each month (except January). It will be chaired by the Deputy Mayor or in his/her absence the immediate past serving Deputy Mayor. In the absence of both, Elected Members will elect a chairperson from amongst those present. In general, Standing Orders will apply, EXCEPT THAT members may speak more than once on any item and there is no moving or seconding of items.

Where an interest is involved in relation to an item, the same procedure which applies to Full Council meetings will apply. It is a breach of the City's Code of Conduct for an interest to not be declared. The briefing will consider items on the agenda only and proceed to deal with each item as they appear. The process will be for the Presiding Member to call each item number in sequence and ask for questions. Where there are no questions regarding the item, the briefing will proceed to the next item.

## **AGENDA CONTENTS**

While every endeavour is made to ensure that all items to be presented to Council at the formal council meeting are included in the Agenda Forum, it should be noted that there will be occasions when, due to necessity, items will not be ready in time for the forum session and will go straight to the Full Council agenda as a matter for decision. Further, there will be occasions when items are TABLED at the briefing rather than the full report being provided in advance. In these instances, staff will endeavour to include the item on the agenda as a late item.

## **AGENDA DISTRIBUTION**

The agenda will be distributed to elected members on the FRIDAY prior to the Agenda Forum. Copies will be made available to the libraries and the Internet for interested members of the public. Spare agendas will be available at the Agenda Forum for interested members of the public.

**DEPUTATIONS**

Deputations may be heard prior to the commencement of an item.

**RECORD OF BRIEFING**

The formal record of the briefing session will be limited to notes regarding any agreed action to be taken by staff or elected members. No recommendations will be included.

**QUESTION TIME**

Question Time will be limited to fifteen (15) minutes and be the first item of Business immediately following Apologies at the commencement of the meeting. Questions must relate to the ordinary business of the City of Melville, function of the Agenda Forum. A question must be submitted in writing and placed in the Question Tray prior to the commencement of the meeting.

## **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.**

## **TABLE OF CONTENTS**

### **TECHNICAL & DEVELOPMENT SERVICES**

- P07/3010 – Mixed Use Development Residential and Commercial on Lot 1057 (15) Tweeddale Road, Applecross **(REC)**

### **STRATEGIC URBAN PLANNING**

Nil.

### **STRATEGIC COMMUNITY DEVELOPMENT**

- C07/8005 – Aligning Community Facilities to Sports Clubs **(REC)** **(ATTACHMENT)**

### **CUSTOMER & CORPORATE SERVICES**

- C07/5007 – Review of City of Melville Delegated Authority Manual **(REC)** **(ATTACHMENT)**

### **MANAGEMENT SERVICES**

Nil.

### **STANDARD ITEMS TO APPEAR ON THE AGENDA FOR THE ORDINARY MEETING OF COUNCIL – 15 MAY 2007.**

C07/5000	Common Seal Register
C07/6000	Investment statements
C07/6001	Schedule of Accounts
C07/6002	Financial Statements

**AGENDA ITEMS FOR PRESENTATION**

<b>ITEM NO. DESCRIPTION / ATTACHMENT</b>	
<b>TECHNICAL AND DEVELOPMENT SERVICES</b>	
<b>P07/3010</b>	<p><b>MIXED USE DEVELOPMENT RESIDENTIAL AND COMMERCIAL ON LOT 1057 (15) TWEEDDALE ROAD, APPLECROSS (REC)</b></p> <p><b><u>Description</u></b></p> <ul style="list-style-type: none"> <li>• Four-storey and under croft, mixed-use development with mix of uses being for seven offices and five residential units</li> <li>• Plot ratio bonus due to the mixed-use and community benefit provisions within City of Melville local planning policy is not applicable as the commercial activity fronts a residential Street.</li> <li>• The proposed development is significant and requires a number of considerations under the R-Codes and Council Policy.</li> <li>• Proposal is not supported as it represents a significant increase in plot ratio which will results in increased building bulk, that will impact on the surrounding residential amenity and streetscape.</li> <li>•</li> </ul> <p><b><u>Attachment</u></b></p> <p>The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 27 April 2007. <a href="#"><u>3010 Draft Report 2007.pdf</u></a></p> <p>The submission table forms part of the attachments to the Agenda to be distributed to members of the Council on 27 April 2007. <a href="#"><u>3010 May 2007.pdf</u></a></p> <p>The property map forms part of the attachments to the Agenda to be distributed to members of the Council on 27 April 2007. <a href="#"><u>P07 3010 PROPERTY MAP.pdf</u></a></p>

**ITEM NO. DESCRIPTION / ATTACHMENT**

**STRATEGIC COMMUNITY DEVELOPMENT**

**C07/8005**

**ALIGNING COMMUNITY FACILITIES TO SPORTS CLUBS (REC)  
(ATTACHMENT)**

**Description**

- At the April 2007 round of council meetings the City of Melville adopted agenda item C06/8009 – Policy Changes – Physical Activity and Support for Sports Clubs. The new policy addresses asset maintenance, leases and licences, fees and charges and provides a strategic direction for community sport and recreation.
- Throughout the development of the new Sport and Recreation Community policy, Officers have indicated that there will be a need to create a balanced approach for Community organisations so that the Council's approach is consistent between the Sports and Recreation Community and the many Community Organisations that also manage facilities on behalf of the City of Melville.
- This item provides the City of Melville with the opportunity to implement initiatives that will provide this balance and further highlights the estimated budget needed to implement the proposed changes.
- Officers recommend that the same approach be taken for Community Groups as that was taken for Community Sport and Recreation Groups.

**Attachment**

The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 27 April 2007.

[8005 Draft Report 2007.pdf](#)

The spreadsheet forms part of the attachments to the Agenda to be distributed to members of the Council on 27 April 2007.

[8005 May 2007.pdf](#)

**ITEM NO. DESCRIPTION / ATTACHMENT****CUSTOMER AND CORPORATE SERVICES****C07/5007****REVIEW OF CITY OF MELVILLE DELEGATED AUTHORITY MANUAL  
(REC) (ATTACHMENT)****Description**

- This report seeks Councils consideration in adopting certain delegations of authority that permit officers to perform functions within prescribed parameters.

**Attachment**

The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 27 April 2007.

[5007 Draft Report 2007.pdf](#)

The delegated authority manual forms part of the attachments to the Agenda to be distributed to members of the Council on 27 April 2007.

[5007 May 2007.pdf](#)

**CLOSURE**