



— *City of* —  
***Melville***

**AGENDA**

**FORUM**

**TO BE HELD ON**

**TUESDAY, 5 JUNE 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: 1 JUNE 2007**



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**Melville**

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## 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, 5 June 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**

**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**

- P07/1004 - Consideration of Draft Policy on Planning Process and Decision Making
- P07/1005 - Review of City of Melville Delegated Authority for Planning and Development
- P07/1006 - Consideration of Draft Revised Policy on the Function and Role of the Development Advisory Unit
- P07/3011 - 5 Years Gaming Permit for Leopold Hotel on Lot 103 (326) Canning Highway, Bicton
- P07/3012 - Additions to Mel Maria Catholic School 33-35 Davidson Road, Attadale
- P07/5005 - Finalisation of Amendment No 47 to Community Planning Scheme No. 5 – Modification of the Myaree Mixed Business Frame and Precinct by Addition of New Zones, Precincts, Development Requirements, Definitions and Modification to the Use Class Table

### **STRATEGIC URBAN PLANNING**

Nil.

### **STRATEGIC COMMUNITY DEVELOPMENT**

- C07/8010 – Community Plan 2007 – 2017
- C07/5008 – Introduction of Paid Parking at the City of Melville Parking Station #17, St John of God Hospital, Murdoch

### **CUSTOMER & CORPORATE SERVICES**

- C07/6007 - Consideration and Adoption of the 2007/2008 Draft Budget

### **MANAGEMENT SERVICES**

Nil.

### **STANDARD ITEMS TO APPEAR ON THE AGENDA FOR THE ORDINARY MEETING OF COUNCIL – 19 JUNE 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 &amp; DEVELOPMENT SERVICES</b>	
<b>P07/1004</b>	<p><b>CONSIDERATION OF DRAFT POLICY ON PLANNING PROCESS AND DECISION MAKING</b></p> <p><b><u>Description</u></b></p> <ul style="list-style-type: none"><li>• The Town Planning and Development Act 2005 Community Planning Scheme No. 5, State Administrative Tribunal Act 2004 and other relevant legislation requires the Council to deal with applications and other matters in a timely manner.</li><li>• The draft policy recognises that the extent of consultation should increase according to the impact of the proposal.<ul style="list-style-type: none"><li>◦ Higher levels of decision making and tests should occur with the complexity of the proposal.</li></ul></li><li>• The proposed policy is recommended to be adopted.</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 1 June 2007. <a href="#">1004 Draft Report 2007.pdf</a></p> <p>This policy forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007. <a href="#">P07 1004 June 2007.pdf</a></p>

**ITEM NO. DESCRIPTION / ATTACHMENT**  
**TECHNICAL & DEVELOPMENT SERVICES****P07/1005****REVIEW OF CITY OF MELVILLE DELEGATED AUTHORITY FOR PLANNING AND DEVELOPMENT****Description**

- This report seeks Council 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 1 June 2007.

[1005 Draft Report 2007.pdf](#)

This policy forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 1005 June 2007.pdf](#)

This policy forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 1005A June 2007.pdf](#)

This delegation forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 1005B June 2007.pdf](#)

**ITEM NO. DESCRIPTION / ATTACHMENT  
TECHNICAL & DEVELOPMENT SERVICES****P07/1006****CONSIDERATION OF DRAFT REVISED POLICY ON THE FUNCTION AND  
ROLE OF THE DEVELOPMENT ADVISORY UNIT****Description**

- The current policy requires review for many reasons.
- Requires meeting recommendations to be published.
- Establishes a procedure for recommendation review and escalation.

**Attachment**

The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[1006 Draft Report 2007.pdf](#)

The policy forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 1006 June 2007.pdf](#)

The policy forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 1006A June 2007.pdf](#)

**ITEM NO. DESCRIPTION / ATTACHMENT  
TECHNICAL & DEVELOPMENT SERVICES****P07/3011 APPLICATION FOR GAMING PERMIT FOR LEOPOLD HOTEL ON LOT 103  
(326) CANNING HIGHWAY, BICTON FOR A PERIOD OF FIVE YEARS****Description**

- Application for Gaming Permit for a period of 5 years.
- Gaming is proposed to be held in the Band Room of the Leopold Hotel
- Gaming to be conducted once a week on Wednesdays from 6.00pm to 12.00 midnight.
- Gaming is proposed to raise money for charity
- Recommended for approval subject to a maximum of 100 patrons.

**Attachment**

The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[3011 Draft Report 2007.pdf](#)

The property map forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 3011 PROPERTY MAP.pdf](#)

**ITEM NO. DESCRIPTION / ATTACHMENT  
TECHNICAL & DEVELOPMENT SERVICES****P07/3012****ADDITIONS TO MEL MARIA CATHOLIC SCHOOL 33-35 DAVIDSON ROAD, ATTADALE****Description**

- 8 new classrooms (Learning Areas)
- New administration area plus additional areas for the school
- Maximum number of students – 450
- Increase in carparking bays from 41 to 87 on site.
- New 2 drop – off/pick-up areas with potential for thirty stacked vehicles
- Total 117 onsite bays proposed.
- A total of 42 submissions have been received, 37 objecting, 2 giving recommendations and 3 supporting.
- A Public Meeting was held on 10 May 2007 at the City of Melville Offices to explain the proposal by the applicant.
- Proposal is supported for approval subject to conditions.

**Attachment**

The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[3012 Draft Report 2007.pdf](#)

These submissions form part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 3012 June 2007.pdf](#)

This file note forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 3012A June 2007.pdf](#)

This property map forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 3012 PROPERTY MAP.pdf](#)

**ITEM NO. DESCRIPTION / ATTACHMENT**  
**TECHNICAL & DEVELOPMENT SERVICES****P07/5005****P07/5005 - FINALISATION OF AMENDMENT NO 47 TO COMMUNITY PLANNING SCHEME NO. 5 – MODIFICATION OF THE MYAREE MIXED BUSINESS FRAME AND PRECINCT BY ADDITION OF NEW ZONES, PRECINCTS, DEVELOPMENT REQUIREMENTS, DEFINITIONS AND MODIFICATION TO THE USE CLASS TABLE****Description**

- Amendment proposes to amend CPS No. 5 to provide for the redevelopment of the Myaree Mixed Business Frame and Precinct by the addition of new zones, precincts, development requirements, definitions and modification to the Use Class Table.
- Amendment advertised in late 2006 and 41 submissions received inclusive of a petition containing 21 signatures.
- Details of submissions and responses/recommendations are contained in the attached schedule of Submissions.
- Recommend that 9 modifications are made to the Amendment as detailed in the Recommendation and that the Amendment be forwarded for finalisation and gazettal.

**Attachment**

The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[5005 Draft Report 2007.pdf](#)

These submissions form part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 5005 June 2007.pdf](#)

This scheme map forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[P07 5005A June 2007.pdf](#)

**ITEM NO. DESCRIPTION / ATTACHMENT**  
**STRATEGIC COMMUNITY DEVELOPMENT****C07/8010****COMMUNITY PLAN 2007-2017****Description**

- The Community Plan identifies (7) seven priorities – to begin Neighbourhood Planning, create an age-friendly city, change our behaviour to consider how our actions today will affect the generations of tomorrow, build a safe and secure community, facilitate suitable housing options, facilitate sustainable transport options and monitor the impact of major developments.
- The Community Plan presents information provided by the community through a number of consultative processes including community surveys, public meetings, focus groups, Melville Visions (Dialogue with the City) and the World Health Organisation Age Friendly Cities Project.
- The Community Plan provides information for planning and service delivery and corporate plans and budgets for government agencies, local community groups and other stakeholder groups
- The Community Plan creates a vision for the next 10 (ten) years
- Neighbourhood Planning is the next stage for ongoing planning and engagement with local communities.

**Attachment**

The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[8010 Draft Report 2007.pdf](#)

This draft document forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[8010A June 2007.pdf](#)

This document forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[8010B June 2007.pdf](#)

**ITEM NO. DESCRIPTION / ATTACHMENT**  
**STRATEGIC COMMUNITY DEVELOPMENT****C07/5008****INTRODUCTION OF PAID PARKING AT THE CITY OF MELVILLE  
PARKING STATION #17, ST JOHN OF GOD HOSPITAL, MURDOCH****Description**

- The St John of God Hospital, Murdoch is designated as a Parking Station # 17 under the City of Melville Parking Facilities Local Law.
- A Deed of Agreement between the Council and St John of God Hospital, Murdoch was entered into in 1998 allowing for the enforcement of the Parking Facilities Local Law in the whole of the Parking Station created by the Deed. The St John of God Hospital, Murdoch wishes to introduce fee paid parking to the Hospital car park.
- It is necessary for the Council to impose and determine a fee for the purpose of this Parking Station in accordance with Section 6.16 – 6.19 of the Local Government Act 1995.

**Attachment**

The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[5008 Draft Report 2007.pdf](#)

**ITEM NO. DESCRIPTION / ATTACHMENT****CUSTOMER & CORPORATE SERVICES****C07/6007****C07/6007 - CONSIDERATION AND ADOPTION OF THE 2007/2008 DRAFT BUDGET****Description**

- The 2007/2008 Draft Budget Document is presented for consideration & adoption by Council

**Attachment**

The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[6007 Draft Report 2007.pdf](#)

The draft budget forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[6007A June 2007.pdf](#)

The ratepayer profile forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[6007B June 2007.pdf](#)

The notice of intention to levy differential rates forms part of the attachments to the Agenda to be distributed to members of the Council on 1 June 2007.

[6007C June 2007.pdf](#)

**CLOSURE**