



— *City of* —
Melville

AGENDA

FORUM

TO BE HELD ON

TUESDAY, 6 MARCH 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 MARCH 2007



— City of —
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, 6 March 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

FORUM AGENDA

PRESENT

IN ATTENDANCE

APOLOGIES

QUESTION TIME

DISCLOSURES OF INTEREST

CONFIRMATION OF NOTES: 6 FEBRUARY 2007

BUSINESS

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.

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.

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TECHNICAL & DEVELOPMENT SERVICES

- T07/1001 - AMENDMENT TO TRAFFIC MANAGEMENT BUDGET (AMREC) (ATTACHMENT)
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- P07/3004 - THREE STOREY SINGLE HOUSE ON LOT 31 (56) DUNCRAIG ROAD, APPECROSS (REC) (ATTACHMENT)

STRATEGIC URBAN PLANNING

NIL

STRATEGIC COMMUNITY DEVELOPMENT

- P07/5002 - LOCAL LAW RELATING TO THE CONDITION OF LAND 2006 (REC)
- C07/8001 - REVIEW OF MELVILLE ADVISORY COMMITTEE ON SENIORS INTERESTS AND MULTICULTURAL AND CITIZENSHIP COMMITTEES (REC) (ATTACHMENT)
- C07/8002 - LEEMING RECREATION CENTRE (REC) (ATTACHMENT)
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CUSTOMER & CORPORATE SERVICES

- C07/5001 - COMPLIANCE AUDIT RETURN 2006 (REC) (ATTACHMENT)
- C07/5027 - HEATHCOTE FUNDING REQUEST FOR UPGRADED PRECINCT LIGHTING (AMREC) (ATTACHMENT)

LATE ITEMS

- P07/3005 - PROPOSED MEZZANINE FLOOR EXTENSION TO LOT 1 (1/85) THE PROMENADE, MOUNT PLEASANT (SMREC) (ATTACHMENT)
- P07/3006 - ADDITIONS AND ALTERATIONS TO KARDINYA PARK SHOPPING CENTRE ON LOT 15 (1-15) SOUTH STREET, KARDINYA (REC) (ATTACHMENT)

Standard Reports which will be considered by the Council at the Ordinary Meeting to be held on Tuesday, 20 March 2007 which do not form part of the Agenda Forum include:

- Common Seal Register
- Investment Statements
- Schedule of Accounts
- Financial Statements
- Mid Year Budget Review

AGENDA ITEMS FOR PRESENTATION

ITEM NO. DESCRIPTION / ATTACHMENT	
TECHNICAL & DEVELOPMENT SERVICES	
T07/1001	<p>AMENDMENT TO TRAFFIC MANAGEMENT BUDGET (AMREC) (ATTACHMENT)</p> <p>Description</p> <p>A review of projects in the traffic management budget has identified that Westminster Road is not a priority for traffic calming and it is recommended that project not proceed this financial year.</p> <p>It is recommended that funding for that project be transferred to the traffic management project planned for Somerville Boulevard that is on the current budget.</p> <p>Attachment</p> <p>The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007. 1001 Draft Report 2007.pdf</p> <p>This plan forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007. T07_1001A March 2007.pdf</p> <p>This analysis sheet forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007. T07_1001B March 2007.pdf</p>

ITEM NO. DESCRIPTION / ATTACHMENT
TECHNICAL & DEVELOPMENT SERVICES**P07/3003****RENAMING OF OPEN SPACE AS RED GUM PARK, ELLIS ROAD, KARDINYA (REC) (ATTACHMENT)****Description**

The City of Melville has received a request from the Kardinya Residents Association to name the area of open space at the southern end of Gilbertson Road as 'Red Gum Park'

The subject area is located south of Ellis Road within the Gilbertson Road reserve and has been referred to informally as 'Ellis Road Reserve'.

'Red Gum Park is proposed to be adopted as the official name. The proposed name is considered to be suitable and is recommended for 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 March 2007.

[3003 Draft Report 2007.pdf](#)

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

[P07 3003 PROPERTY MAP.pdf](#)

ITEM NO. DESCRIPTION / ATTACHMENT
TECHNICAL & DEVELOPMENT SERVICES

P07/3004 **THREE STOREY SINGLE HOUSE ON LOT 31 (56) DUNCRAIG ROAD, APPLECROSS (REC) (ATTACHMENT)**

Description

The proposal is for a three storey house, which requires performance criteria assessment relative to the north eastern side setback to the second and third storeys and potential for overlooking into the adjoining properties from rear balconies and second and third storeys north eastern windows.

The application is recommended 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 March 2007.

[3004 Draft Report 2007.pdf](#)

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

[P07_3004 PROPERTY MAP.pdf](#)

This floor plan forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007.

[P07_3004 March 2007.pdf](#)

ITEM NO. DESCRIPTION / ATTACHMENT
STRATEGIC COMMUNITY DEVELOPMENT**C07/5002****LOCAL LAW RELATING TO THE CONDITION OF LAND 2006 (REC)****Description**

A petition from the Winthrop/Murdoch Community Group regarding the condition of verges within the City resulted in a Verge and Adjacent Private Property Maintenance Policy being adopted by the Council (P04/1020).

It was proposed to implement a Local Law relating to the condition of land to allow the Council to enforce its policy on verge and adjacent private property maintenance.

A meeting with the Department of Local Government and Regional Development identified a more effective outcome could be achieved by not adopting this proposed Local Law and instead creating two (2) new and complimentary Local Laws.

Attachment

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

[5002 Draft Report 2007.pdf](#)

ITEM NO. DESCRIPTION / ATTACHMENT**STRATEGIC COMMUNITY DEVELOPMENT****C07/8001****REVIEW OF MELVILLE ADVISORY COMMITTEE ON SENIORS INTERESTS AND MULTICULTURAL AND CITIZENSHIP COMMITTEES (REC) (ATTACHMENT)****Description**

This item deals with the current status of the Melville Advisory Committee on Seniors Interest (MACSI) and the Multicultural and Citizenship Committee (MCC). Both committees have struggled to have quorums throughout 2006 and officers supporting these committees have received feedback from some members that they feel the committees are no longer purposeful.

Officers recommend that both committees be disbanded and that other methods to engage members of the community from both the senior and multicultural demographic be implemented on an as needs basis.

Attachment

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

[8001 Draft Report 2007.pdf](#)

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

[8001 March 2007.pdf](#)

ITEM NO. DESCRIPTION / ATTACHMENT	
STRATEGIC COMMUNITY DEVELOPMENT	
C07/8002	<p>LEEMING RECREATION CENTRE (REC) (ATTACHMENT)</p> <p><u>Description</u></p> <p>The purpose of this report is to present plans for redevelopment of the Leeming Recreation Centre and to seek Council approval to proceed to detailed design and costings.</p> <p><u>Attachment</u></p> <p>The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007. 8002 Draft Report 2007.pdf</p> <p>This draft proposal forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007. 8002A March 2007.pdf</p>

ITEM NO. DESCRIPTION / ATTACHMENT	
STRATEGIC COMMUNITY DEVELOPMENT	
C07/8003	<p>MELVILLE ARTS TRUST FUND (AMREC) (ATTACHMENT)</p> <p><u>Description</u></p> <p>The purpose of this report is to finalise the winding up of the Melville Arts Trust as requested by Council at its meeting of 18 July 2006.</p> <p><u>Attachment</u></p> <p>The draft report forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007. 8003 Draft Report 2007.pdf</p> <p>This table forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007. 8003A March 2007.pdf</p> <p>This table forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007. 8003B March 2007.pdf</p>

ITEM NO. DESCRIPTION / ATTACHMENT**CUSTOMER & CORPORATE SERVICES****C07/5001****COMPLIANCE AUDIT RETURN 2006 (REC) (ATTACHMENT)****Description**

All Western Australian Local Authorities are required to undertake a compliance return and submit its findings to the Department of Local Government and Regional Development by 31 March each year.

Four areas of non compliance were identified and are detailed within the report including the action being undertaken to address the areas where the City of Melville did not meet its statutory obligations.

Attachment

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

[5001 Draft Report 2007.pdf](#)

This compliance audit plan forms part of the attachments to the Agenda to be distributed to members of the Council on 1 March 2007.

[5001 March 2007.pdf](#)

ITEM NO. DESCRIPTION / ATTACHMENT**CUSTOMER & CORPORATE SERVICES****C07/5027 HEATHCOTE FUNDING REQUEST FOR UPGRADED PRECINCT LIGHTING (AMREC) (ATTACHMENT)****Description**

In December 2006 Council approved the allocation of \$250,000 towards upgraded precinct lighting for Heathcote.

Tenders were called in January 2007 with the project costs increasing to \$380,000.

This report seeks Councils consideration in approval for an additional \$130,000 being transferred from the Community Facilities Reserve Fund.

Attachment

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

[5027 Draft Report 2007.pdf](#)

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

[5027 March 2007.pdf](#)

CLOSURE