



— *City of* —
Melville

NOTES

OF THE

AGENDA BRIEFING FORUM

HELD ON

11 NOVEMBER 2008

COMMENCED AT 6.30PM

AT THE MELVILLE CIVIC CENTRE

2ND FLOOR IN THE SWAN ROOM

10 ALMONDBURY ROAD, BOORAGOON

DISTRIBUTED: 14 NOVEMBER 2008

TABLE OF CONTENTS

ITEM DESCRIPTION	PAGE
ITEMS FROM FINANCIAL MANAGEMENT AUDIT, RISK & COMPLIANCE COMMITTEE MEETING – 28 OCTOBER 2008	
C08/5028 - City of Melville Annual Financial Statements and Independent Auditors Report 2007-2008 (REC) (ATTACHMENT)	4
C08/5029 - Internal Audit Report – Vacation Care Programs (REC) (CONFIDENTIAL ATTACHMENT)	4
STRATEGIC URBAN PLANNING	
P08/3051 - Retrospective Application For A Tower Sign And Horizontal Signs On Lot 1 (1) Kearns Crescent, Ardross (AMREC) (ATTACHMENT)	5
P08/3053 - Two Storey Single House With Undercroft On Lot 501 (35A) Canning Beach Road, Applecross (AMREC) (ATTACHMENT)	5
TECHNICAL SERVICES	
T08/1002 - Proclamation Of Control Of Access For Roe Highway – Kwinana Freeway To Tonkin Highway (REC) (ATTACHMENT)	6
CUSTOMER AND CORPORATE SERVICES	
C08/5035 - Revised Schedule Of Planning Fees And Charges (AMREC) (ATTACHMENT)	6
C08/5036 - Expression Of Interest Purchase Or Ground Lease Part Lot 300 (10) Archibald St, Willagee Former Carawatha Primary School Site (REC) (CONFIDENTIAL ATTACHMENT)	7
C08/5037 - Report On Review Of Ward Boundaries And Elected Member Representation (REC) (ATTACHMENT)	7
C08/6000 - Investment Statements (REC) (ATTACHMENT)	8
C08/6001 - Schedule of Accounts (REC) (ATTACHMENT)	8
C08/6002 - Financial Statements (AMREC) (ATTACHMENT)	9



— 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
Web: www.melvillecity.com.au

Notes of the Agenda Briefing Forum held in the Swan Room, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 11 November 2008 commencing at 6.30pm.

AGENDA BRIEFING FORUM BRIEFING NOTES

1. PRESENT

R A Aubrey

Mayor

Cr H Everett JP (Presiding Member)

Applecross/Mount Pleasant

Cr N Pazolli,

Applecross/Mount Pleasant

Cr A Ceniviva, Cr D Macphail

City

Cr C W Robertson

Bull Creek/Leeming

Cr C M Halton

Palmyra/Melville/Willagee

Cr M J Barton, Cr G Wieland

Bicton/Attadale

2. IN ATTENDANCE

Dr S Silcox

Chief Executive Officer

Mr M Tieleman

Director Corporate Services

Mr C McClure

Director Urban Planning

Mr J Christie

Director Technical Services

Ms C Young

Director Community Development

Mr B Taylor

Manager Information, Technology & Corporate Support

Mr D Vinicombe

Manager Planning & Development

Mr J Clark

Governance & Compliance Program

Manager

Ms E Kania

Legal & Compliance Project Officer

Ms D Beilby

Business Support Officer

Ms C Rourke

Minute Secretary

There were 3 people from the Media and no one present in the public gallery at the commencement of the Agenda Briefing Forum.

3. APOLOGIES AND APPROVED LEAVE OF ABSENCE

Cr L M Reynolds
Cr Phelan
Cr R Subramaniam
Cr J Bennett

University
Palmyra/Melville/Willagee
Bull Creek/Leeming
University

4. QUESTION TIME

Nil

5. DISCLOSURES OF INTEREST

Nil

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.

6. BUSINESS

6.1 RECOMMENDATIONS TO COUNCIL ARISING FROM THE MINUTES OF THE FINANCIAL MANAGEMENT, AUDIT, RISK & COMPLIANCE COMMITTEE MEETING – 28 OCTOBER 2008

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C08/5028	<p>City of Melville Annual Financial Statements and Independent Auditors Report 2007-2008 (REC) (ATTACHMENT)</p> <p>PRESENTATION Presiding Member of the Financial Management, Audit, Risk & Compliance Committee Meeting – 28 October 2008 (Cr Ceniviva).</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C08/5029	<p>Internal Audit Report – Vacation Care Programs (REC) (CONFIDENTIAL ATTACHMENT)</p> <p>PRESENTATION Presiding Member of the Financial Management, Audit, Risk & Compliance Committee Meeting – 28 October 2008 (Cr Ceniviva).</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p> <p>The Chief Executive Officer advised Elected Members that he would forward information regarding how many ABC Childcare Learning Centres operate in the City of Melville and report on the potential impact of these centres on child care services in the Melville community, should any centre cease trading.</p>

6.2 AGENDA ITEMS FOR PRESENTATION

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
P08/3051	<p>Retrospective Application For A Tower Sign And Horizontal Signs On Lot 1 (1) Kearns Crescent, Ardross (AMREC) (ATTACHMENT)</p> <p>OFFICER PRESENTATION David Vinicombe – Manager Planning & Development Services</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p>

At 6.50pm Mr Bruce Taylor, Manager Information, Technology & Support left the meeting.

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
P08/3053	<p>Two Storey Single House With Undercroft On Lot 501 (35a) Canning Beach Road, Applecross (AMREC) (ATTACHMENT)</p> <p>OFFICER PRESENTATION David Vinicombe – Manager Planning & Development Services</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
T08/1002	<p>Proclamation Of Control Of Access For Roe Highway – Kwinana Freeway To Tonkin Highway (REC) (ATTACHMENT)</p> <p>OFFICER PRESENTATION John Cameron – Executive Engineer</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C08/5035	<p>Revised Schedule Of Planning Fees And Charges (AMREC) (ATTACHMENT)</p> <p>OFFICER PRESENTATION Jeff Clark – Governance & Compliance Program Manager</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C08/5036	<p>Expression Of Interest Purchase Or Ground Lease Part Lot 300 (10) Archibald St, Willagee Former Carawatha Primary School Site (REC) (CONFIDENTIAL ATTACHMENT)</p> <p>OFFICER PRESENTATION Bruce Taylor – Manager Information Technology & Support</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM Request made to move this item to the last presented item in the Agenda Briefing Forum to be discussed behind closed doors.</p> <p>Mr B Taylor, Manager Information, Technology & Support advised Elected Members that an amendment to the Officer recommendation for item C08/5036 would be made to make reference by way of footnote, to the policy 04-PL-002: Property – Retention & Disposal.</p>

At 7.06pm Mr Bruce Taylor, Manager Information, Technology & Support returned to the meeting.

At 7.07pm Mr David Vinicombe, Manager Planning and Development Services and Mr John Cameron, Executive Engineer, left the meeting.

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C08/5037	<p>Report On Review Of Ward Boundaries And Elected Member Representation (REC) (ATTACHMENT)</p> <p>OFFICER PRESENTATION Jeff Clark – Governance & Compliance Program Manager</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p>

At 7.15pm Ms Elizabeth Kania, Legal & Compliance Project Officer, left the meeting.

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C08/6000	<p>Investment Statements (REC) (ATTACHMENT)</p> <p>OFFICER PRESENTATION Marten Tieleman – Director Customer & Corporate Services</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p>

At 7.18pm Cr Robartson joined the meeting.

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C08/6001	<p>Schedule of Accounts (REC) (ATTACHMENT)</p> <p>OFFICER PRESENTATION Marten Tieleman – Director Customer & Corporate Services</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p>

At 7.37pm Cr Macphail left the meeting.

At 7.40pm Cr Halton left the meeting.

At 7.41pm Cr Macphail returned to the meeting.

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Councillor Comment
C08/6002	<p>Financial Statements (AMREC) (ATTACHMENT)</p> <p>OFFICER PRESENTATION Marten Tieleman – Director Customer & Corporate Services</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION Nil</p> <p>NOTES FROM FORUM General discussion took place regarding this item and officer recommendation.</p>

At 7.43pm Cr Halton returned to the meeting.
At 7.49pm Cr Pazolli left the meeting.
At 7.50pm Cr Pazolli returned to the meeting.

At 7.50pm the meeting was closed to permit discussion on a confidential matter (C08/5036: Expression of Interest Purchase or Ground Lease Part Lot 300 (10) Archibald St, Willagee Former Carawatha Primary School Site) covered under section 5023 of the Local Government Act 1995.

8. CLOSURE

There being no further business, the Presiding Member declared the forum closed at 8.20pm.

Please click on this link to access the: [Agenda for Ordinary Meeting of Council](#) to be held on Tuesday, 18 November 2008.