



— *City of* —  
***Melville***

**NOTES**

**OF THE**

**AGENDA BRIEFING FORUM**

**HELD ON**

**7 JULY 2009**

**COMMENCED AT 6.36PM**

**AT THE MELVILLE CIVIC CENTRE**

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

**10 ALMONDBURY ROAD, BOORAGOON**

**PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:**

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must be relied upon as such.

Any person or entity who has an application before the City must obtain, and should only rely on, written notice of the City's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the City on the operation of written law, or the performance of a function by the City, is provided in the capacity of an employee, and to the best of that person's knowledge and ability, it does not constitute, and should not be relied upon, as a legal advice or representation by the City. Any advice on a matter of law, or anything sought to be relied upon as representation by the City should be sought in writing and should make clear the purpose of the request.

**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 21 July 2009.**

**DISTRIBUTED: 10 JULY 2009**

# CONTENTS PAGE

	Item Description	Page Number
<b>URBAN PLANNING</b>		
<b>P09/3077</b>	Change of Use - Residential to Office on Lot 1 (Unit 3 No. 12) Kintail Road, Applecross	6
<b>P09/3078</b>	Proposed Four Storey Residential Development with 4 Multiple Dwellings and Undercroft Carparking on Lot 8 (5) Tweeddale Road, Applecross	6
<b>P09/3079</b>	Strategic Planning and Coordination of the Murdoch Precinct	10
<b>TECHNICAL SERVICES</b>		
<b>NIL</b>		
<b>COMMUNITY DEVELOPMENT</b>		
<b>C09/8018</b>	\$63,000 Self Supporting Loan - Leeming Bowls & Recreation Club	5
<b>MANAGEMENT SERVICES</b>		
<b>C09/5071</b>	Occupational Safety & Health Policy Review	7
<b>CORPORATE SERVICES</b>		
<b>C09/5072</b>	Melville Golf Centre Pty Ltd - Waiver of Partial Lease Fee	8
<b>C09/5000</b>	Common Seal Register	8
<b>C09/6000</b>	Investment Statements – April 2009	9
<b>C09/6001</b>	Schedule of Accounts – April 2009	9
<b>C09/6002</b>	Financial Statements - April 2009	10



— 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.melvillecity.com.au](http://www.melvillecity.com.au)

Notes of the Agenda Briefing Forum held in the Council Chambers, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 7 July 2009 commencing at 6.36pm.

---

## AGENDA BRIEFING FORUM BRIEFING NOTES

### 1. PRESENT

R A Aubrey	Mayor
Cr Pazolli	Applecross/Mount Pleasant
Cr D Macphail	City
Cr R Subramaniam, Cr C W Robartson	Bill Creek/Leeming
Cr Phelan; Cr C M Halton	Palmyra/Melville/Willagee
Cr J Barton	Bicton/Attadale
Cr L M Reynolds	University

### 2. IN ATTENDANCE

Dr S Silcox	Chief Executive Officer
Mr M Tieleman	Director Corporate Services
Mr J Christie	Director Technical Services
Mr B Dawkins	Acting Director Community Development
Mr S Cope	Director Urban Planning
Mr L Hitchcock	Executive Manager Legal Services
Mr R Weddikara	Acting Executive Manager Organisational Development
Mr B Taylor	Manager Information & Corporate Support
Mr D Vinicombe	Manager Planning & Development Services
Mr J Gonzalez (Left 8.00pm)	Planning Services Coordinator
Mr J Clark	Governance & Compliance Program Manager
Mr T Cahoon (Left 6.50pm)	Manager Health & Lifestyle Services
Mr M Doyle (Left 6.50pm)	Recreation Services Coordinator
Mr R Ramsay (Left 8.05pm)	Risk Management Coordinator
Ms D Beilby	Minute Secretary

There was 1 member from the press in attendance and 5 people present in the public gallery at the commencement of the Agenda Briefing Forum.

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

**3.1 APOLOGIES**

Cr G Wieland  
Cr H Everett

**3.2 APPROVED LEAVE OF ABSENCE**

Cr A Ceniviva

**4. QUESTION TIME**

Nil.

**5. DISCLOSURES OF INTEREST**

Nil.

**6. DEPUTATIONS**

P09/3077 – Change of Use - Residential to Office on Lot 1 (Unit 3 No. 12) Kintail Road, Applecross

Mr Paul Ellenbroek, Senior Planner, Planning Solutions  
Mr Chris Casey, Owner Unit 3, 12 Kintail Road, Applecross

## **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.**

## **7. BUSINESS**

### **7.1 AGENDA ITEMS FOR PRESENTATION**

At 6.40pm His Worship the Mayor requested that Item C09/8018 be brought forward for discussion.

<b>Item No.</b>	<b>Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment</b>
<b>C09/8018</b>	<p><b>\$63,000 Self Supporting Loan - Leeming Bowls &amp; Recreation Club</b></p> <p><b>OFFICER PRESENTATION</b> Mick Doyle, Recreation Services Coordinator</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>

**At 6.50pm Mr T Cahoon and Mr M Doyle left the meeting**

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment
P09/3077	<p><b>Change of Use - Residential to Office on Lot 1 (Unit 3 No. 12) Kintail Road, Applecross</b></p> <p><b>OFFICER PRESENTATION</b> Julio Gonzalez – Planning Services Coordinator</p> <p><b>DISCLOSURE OF INTEREST</b> Nil</p> <p><b>DEPUTATION PRESENTATION</b> From 7.00pm to 7.14pm A deputation was heard from Mr Paul Ellenbroek, Senior Planner, Planning Solutions and Mr Chris Casey owner Unit 3, 12 Kintail Road, Applecross Questions from Elected Members were taken from 7.14pm to 7.31pm.</p> <p><b>NOTES FROM FORUM</b> General Discussion took place regarding the item and the officer recommendation. Director Technical Services to provide information to Elected Members by way of a memorandum to confirm that the verge complies with the Council Policy in relation to the hardstand, traffic counts in the area and that parking is allowable on the verge. Cr Halton requested that the presentation from Planning Solutions in relation to parking and a design of the parking layout be included in the Council Report. <a href="#">P09 3077 Planning Solutions Indicative Parking Layout</a> <a href="#">P09 3077 Officer Recommendation Parking Layout</a> Cr Robartson requested clarification on what types of offices could be accommodated in an “office” development and if they can vary. The question was taken on notice and the response will be provided to Elected Members through the Elected Members Bulletin.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment
P09/3078	<p><b>Proposed Four Storey Residential Development with 4 Multiple Dwellings and Undercroft Carparking on Lot 8 (5) Tweeddale Road, Applecross</b></p> <p><b>OFFICER PRESENTATION</b> Julio Gonzalez – Planning Services Coordinator</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>

**At 7.41pm Mr D Vinicombe left the meeting and returned at 7.44pm**

**At 7.42pm Cr P Phelan left the meeting and returned at 7.46pm**

**At 8.00pm Mr J Gonzalez left the meeting**

**At 8.00pm Cr N Pazolli left the meeting and returned at 8.02pm**

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment
C09/5071	<p><b>Occupational Safety &amp; Health Policy Review</b></p> <p><b>OFFICER PRESENTATION</b> Roshan Weddikkara, Acting Executive Manager Organisational Development</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>

**At 8.05pm Mr R Ramsay left the meeting**



Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment
C09/5072	<p><b>Melville Golf Centre Pty Ltd - Waiver of Partial Lease Fee</b></p> <p><b>OFFICER PRESENTATION</b> Jeff 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> General discussion took place regarding the item and the officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment
C09/5000	<p><b>Common Seal Register</b></p> <p><b>OFFICER PRESENTATION</b> Mr B Taylor, Manager Information &amp; Corporate Support</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 or the officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment
C09/6000	<p><b>Investment Statements – May 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> General discussion took place regarding the item and the officer recommendation.</p>

**At 8.15pm Cr D Macphail left the meeting and returned at 8.17pm**

**At 8.17pm Cr C Robartson left the meeting and returned at 8.20pm**

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment
C09/6001	<p><b>Schedule of Accounts – May 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 or the officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment
C09/6002	<p><b>Financial Statements for May 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 or the officer recommendation.</p>

Item No.	Officer Presentations / Deputation Presentations / Disclosures of interest / Elected Member Comment
P09/3079	<p><b>Strategic Planning and Coordination of the Murdoch Precinct</b></p> <p><b>OFFICER PRESENTATION</b> Steve Cope – Director Urban Planning</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>

Please click on this link to access the: [Agenda for the Ordinary Meeting of Council](#) to be held on Tuesday, 21 July 2009.

## 8. CLOSURE

There being no further business, the Presiding Member declared the Forum closed at 8.35pm.