



— City of —
Melville

**NOTES
OF THE
AGENDA BRIEFING FORUM
HELD ON
6 APRIL 2010
COMMENCING AT 6.30PM
AT THE MELVILLE CIVIC CENTRE
2ND FLOOR IN THE COUNCIL CHAMBERS
10 ALMONDBURY ROAD, BOORAGOON**

DISCLAIMER

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 not 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 20 April 2010.

CONTENTS PAGE

	Item Description	Page Number
URBAN PLANNING		
Nil		
TECHNICAL SERVICES		
T10/3122	Proposed Installation of Self Cleaning Toilet Facilities, Applecross Foreshore, Tompkins Park	4
T10/3123	Application on Behalf of the Department of Education for the Adjustment of Boundaries Surrounding the Ardross Primary School Reserve 28813	5
COMMUNITY DEVELOPMENT		
C10/8030	Dangerous Dog Appeal Staffordshire Bullterrier 174 Marmion Street Palmyra	6
C10/8031	Parking Control Commercial Premises – 135 Riseley Street Booragoon	6
MANAGEMENT SERVICES		
Nil		
CORPORATE SERVICES		
C10/5106	Review of Urban Planning Policies	7
C10/5110	Land Disposals 36 Waddell Road, Palmyra, 429 (Lot 6855) Marmion Street, Myaree & 15 Willcock Street, Ardross	8
C10/6028	January Budget Review	9
C10/5000	Common Seal	9
C10/6000	Investment Statements February 2010	10
C10/6001	Schedule of Accounts February 2010	10
C10/6002	Financial Statements February 2010	11
LATE ITEM		
P10/3124	Queens Road Mixed Use Development	11
CONFIDENTIAL ITEM		
C10/5114	City of Melville - Chief Executive Officer Performance Review	12



— 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 Council Chambers, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 6 April 2010 commencing at 6.30pm.

AGENDA BRIEFING FORUM BRIEFING NOTES

1. PRESENT

R A Aubrey (Presiding Member)	Mayor
Cr P Reidy, Cr N Pazolli	Applecross/Mount Pleasant
Cr A Ceniviva, Cr E Nicholson	City
Cr C W Robartson, Cr R Subramanian	Bull Creek/Leeming
Cr B Kinnell, Cr C M Halton	Palmyra/Melville/Willagee
Cr L M Reynolds, Cr N Foxton	University

2. IN ATTENDANCE

Ms C Young	(until 8.08pm)	Director Community Development
Mr S Cope	(until 8.08pm)	Director Urban Planning
Mr J Christie	(until 8.08pm)	Director Technical Services
Mr B Taylor	(until 8.08pm)	A/Director Corporate Services
Mr J Clark	(until 8.08pm)	A/ Manager Information, Corporate Support
Ms K Johnson	(from 7.21pm)	Executive Manager Organisational Development
Mr D Vinicombe	(until 8.08pm)	Manager Planning & Development
Mr B Dawkins	(until 7.12pm)	Manager Neighbourhood Amenity
Mr R Bailey	(until 6.58pm)	Special Projects Officer
Mr J Cameron	(until 6.58pm)	Executive Engineer
Ms D Whyte	(until 7.42pm)	Senior Management Accountant
Mr K Yeoh	(until 7.42pm)	A/Manager Financial Services (Financial Services)
Ms J Paparella	(until 8.08pm)	Minute Secretary
Ms A Munro	(Until 8.08pm)	Minute Secretary

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

3. APOLOGIES AND APPROVED LEAVE OF ABSENCE

3.1 APOLOGIES

Dr Shayne Silcox	Chief Executive Officer
Marten Tieleman	Director Corporate Services

3.2 APPROVED LEAVE OF ABSENCE

Cr Wieland	Bicton/Attadale
Cr J Barton	Bicton/Attadale

4. QUESTION TIME

Nil.

5. DISCLOSURES OF INTEREST

Nil.

6. DEPUTATIONS

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.

7. AGENDA ITEMS FOR PRESENTATION

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
T10/3122	<p data-bbox="440 390 1377 453">Proposed Installation of Self Cleaning Toilet Facilities, Applecross Foreshore, Tompkins Park</p> <p data-bbox="440 527 748 583">DISCLOSURE OF INTEREST Nil</p> <p data-bbox="440 621 800 678">DEPUTATION PRESENTATION/S Nil</p> <p data-bbox="440 716 881 772">OFFICER PRESENTATION Roy Bailey– Special Projects Officer</p> <p data-bbox="440 810 1377 898">NOTES FROM FORUM General discussion took place regarding this item and the officer recommendation.</p>

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
T10/3123	<p>Application on Behalf of the Department of Education for the Adjustment of Boundaries Surrounding the Ardross Primary School Reserve 28813</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION John Cameron – Executive Engineer</p> <p>NOTES FROM FORUM General discussion also took place regarding this item and the officer recommendation.</p> <p>Elected Member's asked if further research could be undertaken to see if there were any other means of retaining the land under the care, control and management of Council so that it could remain vested in the City of Melville, if ever needed in the future.</p> <p>Elected Member's requested that enquiries be made with the Education Department to see if new classrooms were to be added to the site and where it is proposed to locate them. Enquiries also to be made to ascertain if any approvals have been granted for permanent classrooms to replace the temporary rooms approved in the last couple of years. This information would be circulated to Elected Members in the Elected Member's Bulletin, prior to the Ordinary Meeting of Council being held.</p>

At 6.58pm Mr J Cameron and Mr R Bailey left the meeting.

At 6.58pm Cr Pazolli left the meeting and returned at 7.03pm.

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/8030	<p>Dangerous Dog Appeal Staffordshire Bullterrier 174 Marmion Street Palmyra</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION Brodie Dawkins - Manager Neighbourhood Amenity</p> <p>NOTES FROM FORUM No discussion took place regarding this item or the officer recommendation.</p>

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/8031	<p>Parking Control Commercial Premises – 135 Riseley Street Booragoon</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION Brodie Dawkins - Manager Neighbourhood Amenity</p> <p>NOTES FROM FORUM General discussion also took place regarding this item and the officer recommendation.</p> <p>Elected Member's requested that an audit of the original Planning Application be undertaken to determine if the number of parking bays required have been provided. This information to be provided in the Elected Member's Bulletin prior to the Ordinary Meeting of Council being held.</p>

At 7.12pm Mr B Dawkins left the meeting.

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/5106	<p>Review of Urban Planning Policies</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION David Vinicombe - Manager Planning and Development Services</p> <p>NOTES FROM FORUM The Director Urban Planning advised that various queries had been received from Elected Member's on the draft DAU procedures and quasi - judicial policy and confirmed that the questions would be addressed in the form of further information to all Elected Members at the Elected Member's Information Session prior to the Council meeting. General discussion also took place regarding this item and the officer recommendation.</p>

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/5110	<p>Land Disposals – 36 Waddell Road, Palmyra, 429 (Lot 6855) Marmion Street, Myaree & 15 Willcock Street, Ardross</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION Bruce Taylor – A/Director Corporate Services</p> <p>NOTES FROM FORUM General discussion took place regarding this item and the officer recommendation.</p> <p>It was requested that Elected Members be advised of the balance of funds being held in the Land and Property Reserve and the Community Facilities Reserve.</p> <p>It was also requested that the enquiries be made with GHD who were conducting the Riseley Street Precinct Study to see if they required or had considered using 15 Willcock Street for vehicle access to the access way that runs parallel to Kearns Crescent and Willcock Street.</p> <p>This information to be provided in the Elected Member's Bulletin prior to the Ordinary Meeting of Council being held</p>

At 7.21pm Ms K Johnson entered the meeting.

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/6028	<p>January Budget Review</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION Bruce Taylor – A/Director Corporate Services</p> <p>NOTES FROM FORUM General discussion also took place regarding this item and the officer recommendation.</p> <p>Discussion took place regarding the amount of interim rates received to date against budget and what amount of interim rates could be expected to be raised between now and the end of the financial year.</p> <p>It was requested that Elected Members be provided with a copy of the Rate Setting Budget as at 1 July 2009, after the October 2009 interim budget review and after the current mid year budget review.</p> <p>It was requested that Elected Members be advised of the purpose of the Risk Management Reserve, the balance of funds being held in the Reserve and at what point the Reserve is drawn down to cover losses arising from investments.</p> <p>This information to be provided in the Elected Member's Bulletin prior to the Ordinary Meeting of Council being held.</p>

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/5000	<p>Common Seal Register</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION – IF REQUESTED Bruce Taylor – A/Director Corporate Services</p> <p>NOTES FROM FORUM No discussion took place regarding this item or the officer recommendation.</p>

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/6000	<p>Investment Statements February 2010</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION– IF REQUESTED Bruce Taylor – A/Director Corporate Services</p> <p>NOTES FROM FORUM No discussion took place regarding this item or the officer recommendation.</p>

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/6001	<p>Schedule of Accounts February 2010</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION – IF REQUESTED Bruce Taylor – A/Director Corporate Services</p> <p>NOTES FROM FORUM No discussion took place regarding this item or the officer recommendation.</p>

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/6002	<p>Financial Statements February 2010</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION – IF REQUESTED Bruce Taylor – A/Director Corporate Services</p> <p>NOTES FROM FORUM No discussion took place regarding this item or the officer recommendation.</p>

At 7.42pm Ms D Whyte and Mr K Yeoh left the meeting.

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
P10/3124	<p>Late Item - Queens Road Mixed Use Development</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION – IF REQUESTED David Vinicombe - Manager Planning and Development Services</p> <p>NOTES FROM FORUM General discussion took place regarding this item and the officer recommendation.</p>

At 8.08pm Cr Robartson moved, seconded Cr Subramaniam

That the Forum be closed at 8.08pm to the public to permit discussion on a confidential matter (Item C10/5114 which relates the City of Melville – Chief Executive Officer Performance Review) covered under Section 5.23 (2) (c) of the Local Government Act 1995.

CARRIED (11/0)

At 8.08pm the following officer's left the meeting: Ms C Young, Mr S Cope, Mr J Christie, Mr B Taylor, Mr J Clark, Mr D Vinicombe, Ms J Paparella and Ms A Munro.

Item No.	Disclosures of Interest / Deputation Presentation/s / Officer Presentation / Notes from Forum
C10/5114	<p>City of Melville - Chief Executive Officer Performance Review</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>OFFICER PRESENTATION – IF REQUESTED Kylie Johnson -</p> <p>NOTES FROM FORUM General discussion took place regarding this item and the officer recommendation.</p>

At 8.25pm Cr Subramaniam moved, seconded Cr Robartson.

That the meeting come out from behind closed doors and that staff and public be invited back into the meeting.

At 8.25pm the Mayor submitted the motion, which was declared

CARRIED (11/0)

No Staff or Members of the public re-entered the Forum.

Please click on this link to access the: [Agenda for the Ordinary Meeting of Council](#) to be held on Tuesday, 20 April 2010.

8. CLOSURE

There being no further business, the Presiding Member declared the Forum closed at 8.25pm.