

**NOTES
OF THE
AGENDA BRIEFING FORUM
HELD ON
4 SEPTEMBER 2012
COMMENCED AT 6.30PM
AT THE MELVILLE CIVIC CENTRE
2ND FLOOR IN THE COUNCIL CHAMBERS
10 ALMONDBURY ROAD, BOORAGOON**

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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 18 September 2012.

DISTRIBUTED: 7 September 2012

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Notes of the Agenda Briefing Forum held in the Council Chambers, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 4 September 2012 commencing at 6.30pm.

AGENDA BRIEFING FORUM BRIEFING NOTES

1. PRESENT

COUNCILLORS

His Worship the Mayor R Aubrey
Cr C Robartson (Deputy Mayor)

Cr N Pazolli, Cr P Reidy
Cr D Macphail, Cr A Nicholson
Cr S Taylor-Rees
Cr R Hill, Cr R Kinnell
Cr N Foxton
Cr R Willis

WARD

Bull Creek/Leeming

Applecross/Mount Pleasant
City
Bicton/Attadale
Palmyra/Melville/Willagee
University
Bull Creek/Leeming Ward

2. IN ATTENDANCE

Dr S Silcox
Mr M Tieleman
Mr J Christie
Mr S Cope
Mrs C Young
Mr L Hitchcock
Mr P Prendergast (until 8.37pm)

Mr H Shigeyoshi (until 8.37pm)
Ms T Campbell (until 8.24pm)
Ms L Hartill (until 8.24pm)
Mr J Cameron (until 8.17pm)
Mr B Taylor

Mr J Clark

Ms J Paparella
Ms K Elliss

Chief Executive Officer
Director Corporate Services
Director Technical Services
Director Urban Planning
Director Community Development
Executive Manager Legal Services
Manager Planning and Development
Services
A/Planning Services Coordinator
A/Coordinator South East Neighbourhood
Manager Neighbourhood Development
Executive Engineer
Manager Information & Technology
Support
Governance and Compliance Program
Manager
Business Support Officer
Minute Secretary

At the commencement of the meeting there were 26 members of the public and one member from the media in the public gallery.

3. APOLOGIES AND APPROVED LEAVE OF ABSENCE

3.1 APOLOGIES

Cr M Reynolds - University

3.2 APPROVED LEAVE OF ABSENCE

Cr J Barton - Bicton/Attadale

4. QUESTION TIME

4.1 *Mr A Selvaratnam, Booragoon*

When will Council release an updated Business Case that is fully costed for all the additional costs and risks, and allow the Melville Residents to view this plan prior to final investment decisions being made?

The most current version of the Business Case (February 2012) for installing a synthetic playing surface at Len Shearer Reserve has a lot of uncosted and unbudgeted capital expenditure risk (please refer to points below) that in total will be significantly greater than the budget contingencies allowed by Council (current planned contingencies are \$220,000).

Current uncosted and unbudgeted capital expenditure in the current Business Case:

- \$148,000 additional capital cost risk of additional lighting if the \$282,000 expenditure planned lighting interferes with the synthetic surface development.*
- Uncosted capital costs risk for a specific environmental plan for the impact of a synthetic surface at Len Shearer Reserve.*
- Uncosted capital cost for a parking and traffic management plan for the Hatfield Way and Marcus Avenue areas.*
- Uncosted maintenance and grooming equipment costs.*
- Uncosted plans for additional paths and access ways not in the original February 2012 Business Case.*
- Uncosted capital costs for the upgrade turf product that is different to the cheaper product disclosed in the February 2012 Business Case.*

The question submitted by Mr Selvaratnam was taken on notice. A response will be provided to Mr Selvaratnam by Mrs Christine Young, Director Community Development and will be provided in the minutes of the Ordinary Meeting of Council.

4.2 Mr M Norman, Booragoon

Based upon Bureau of Meteorology data and the presentation material exhibited at the Len Shearer information sessions, the surface temperature of the synthetic turf referenced in the business case would have exceeded 50 degrees Celsius on 68% of the days during 2011's three summer months. Due to health issues, when above 50 degrees Celsius surface temperature, synthetic turf use should stop and the surface cooled. This analysis is based upon coated, green-coloured rubber infill, which will be more expensive than current business case that costs with non-coated, recycled rubber. With this product, the number of days exceeding 50 degrees Celsius would have risen to close to 80% of the summer period.

How will the council cool the surface to allow safe access for Athletics, residents and casual users during summer days when surface temperature poses a health risk? And, when will we know the additional costs and temperature effects for a system such as LigaTurf CoolPlus filament with a TPE based infill.

The question submitted by Mr Norman was taken on notice. A response will be provided to Mr Norman by Mrs Christine Young, Director Community Development and will be provided in the Minutes of the Ordinary Meeting of Council.

5. DISCLOSURES OF INTEREST

Nil

6. APPLICATIONS FOR NEW LEAVES OF ABSENCE

Nil

6. DEPUTATIONS

P12/3323 - Mr Steve Walker, Senior Planner with Yaran Property Group

7. BUSINESS

Nil

PROCEDURE FOR AGENDA BRIEFING FORUMS

PRINCIPLES

The Agenda Briefing 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 the Forum.

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 Briefing Forum will commence at 6.30 pm in accordance with the Schedule of Public Meetings (except January). It will be chaired by His Worship the Mayor or in his absence, the Deputy Mayor or in his/her absence the immediate past serving Deputy Mayor. In the absence of all, Elected Members will elect a Presiding Member 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 Ordinary Meeting of Council 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 Briefing 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 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 Briefing 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 Briefing Forum for interested members of the public.

DEPUTATIONS

Deputations may be heard prior to the commencement of an item.

The following guidelines have been prepared to assist groups who have requested or been invited to a Council Meeting, Agenda Briefing Forum or Committee Meeting to present a submission.

- (a) A deputation shall not exceed three (3) persons, only two of whom may address the meeting.
- (b) Notice of a request for Deputation including the name, office and contact details of members of the deputation **MUST** be forwarded to the Chief Executive Officer at least forty eight (48) hours prior to the meeting.
- (c) An outline of the points to be made in addressing the Council, Agenda Briefing Forum or Committee must be submitted in writing forty eight (48) hours prior to the meeting.
- (d) The representatives on the deputation must be met in the foyer of the Civic Centre by a Council Officer.
- (e) The Presiding Member will ask the leader of the deputation to present the submission on behalf of the Group. The leader of the deputation may call on one other member of the deputation to assist.
- (f) The deputation period, including time allowed for questions and answers from Members of the Committee, should not exceed fifteen (15) minutes. To allow adequate time for questions and answers, it is suggested the deputation address should last no longer than ten (10) minutes.
- (g) The individual or group will be advised in writing of the decision of the Council.
- (h) The Presiding Member has discretion to permit a Deputation to present a submission under other circumstances.

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 or function of the Agenda Briefing Forum. A question must be submitted in writing and placed in the Question Tray prior to the commencement of the meeting.

- (a) The Presiding Member may, with absolute discretion, accept or reject the question, or determine that any complex questions requiring research, be answered in writing.
- (b) The Mayor may nominate a Member or Officer to answer the questions.
- (c) No debate or discussion will be permitted on any question or answer
- (d) In addition to question time during the meeting, the Mayor or Elected Members may make themselves available after the meeting to meet members of the public to answer any questions.

DISCLOSURE OF FINANCIAL INTERESTS LOCAL GOVERNMENT ACT 1995

Members' interests in matters to be discussed at meetings to be disclosed

S.5.65 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.

8. AGENDA ITEMS FOR PRESENTATION

P12/3323	Recommitted Item - Three-Storey Mixed-Use Development at Lot 276 (8) Bragor Place, Ardross
	<p>OFFICER PRESENTATION Hideyuki Shigeyoshi – Senior Planning Officer</p> <p>DEPUTATION PRESENTATION/S From 6.40pm to 6.50pm a deputation was heard from Mr S Walker – Senior Town Planner from the Yaran Property Group</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM General discussion took place regarding the item and officer recommendation.</p>

P12/3326	Proposed Three-Storey Office with Kiosk on Lot 88 (42) Kishorn Road, Applecross
	<p>OFFICER PRESENTATION Hideyuki Shigeyoshi – Senior Planning Officer</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM Elected Members requested a traffic report to be provided. The report will be distributed in the Elected Members Bulletin. General discussion also took place regarding the item and officer recommendation.</p>

P12/3327	Change of Use: Showroom to Gymnasium on Lot 489 (761) Canning Highway, Applecross
	<p>OFFICER PRESENTATION Peter Prendergast – Manager Planning and Development Services</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM General discussion took place regarding the item and officer recommendation.</p>

At 7.42pm Cr Nicholson left the meeting and returned at 7.47pm.

T12/3321	Murdoch Activity Centre (MAC) – Update on Traffic and Transport Issues
	<p>OFFICER PRESENTATION John Cameron – Executive Engineer</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM Elected Members requested further information regarding the cost of the Opus Crash Report and a copy of the report; a plan showing the impact of the proposed roadworks on the Quenda Wetland and the area involved; a full plan of the Murdoch/South Street intersection upgrade. This information will be distributed in the Elected Members Bulletin. General discussion also took place regarding the item and officer recommendation.</p>

At 8.04pm Mr Taylor left the meeting.
At 8.14pm Cr Pazolli left the meeting.
At 8.17pm Mr J Cameron left the meeting.
At 8.18 Mr Taylor and Cr Pazolli returned to the meeting.

CD12/8048	Disability Access and Inclusion Plan 2012-2017
	<p>OFFICER PRESENTATION Teresa Campbell – A/Coordinator South East Neighbourhood</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM No discussion took place regarding the item and officer recommendation.</p>

At 8.24pm Ms T Campbell & Ms L Hartill left the meeting.

C12/5000	Common Seal Register
	<p>OFFICER PRESENTATION - NOT REQUESTED Marten Tieleman - Director Corporate Services</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM No discussion took place regarding the item and officer recommendation.</p>

C12/6000	Investment Statements
	<p>OFFICER PRESENTATION – NOT REQUESTED Marten Tieleman - Director Corporate Services</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM No discussion took place regarding the item and officer recommendation.</p>

C12/6001	Schedule of Accounts July 2012
	<p>OFFICER PRESENTATION – NOT REQUESTED Marten Tieleman - Director Corporate Services</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM Elected Members requested further information regarding the budget journal to allocate \$50,000 expenditure to Len Shearer Reserve. This information will be distributed in the Elected Members Bulletin. No discussion took place regarding the item and officer recommendation.</p>

C12/6002	Financial Statements July 2012
	<p>OFFICER PRESENTATION– NOT REQUESTED Marten Tieleman - Director Corporate Services</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM No discussion took place regarding the item and officer recommendation.</p>

CONFIDENTIAL ITEMS

At 8.23pm Cr Willis moved, seconded Cr Reidy -

That the meeting be closed to the public to permit discussion on confidential matters (Item P12/3329) which relates to Reconsideration of Three-Storey with Undercroft Multiple Dwelling at Lot 899 (18A) Tweeddale Road, Applecross and (Item P12/3340) Three-Storey Single House at Lot 899 (18A) Tweeddale Road, Applecross covered under Section 5.23 (2) (d) of the Local Government Act 1995 relating to legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

At 8.40pm the Deputy Mayor submitted the motion, which was declared

CARRIED (11/0)

P12/3329	Confidential Item - Reconsideration of Three-Storey with Undercroft Multiple Dwelling at Lot 899 (18A) Tweeddale Road, Applecross
	<p>OFFICER PRESENTATION Peter Prendergast – Manager Planning and Development Services</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM General discussion took place regarding the item and officer recommendation.</p>

P12/3340	Confidential Item - Three-Storey Single House at Lot 899 (18A) Tweeddale Road, Applecross
	<p>OFFICER PRESENTATION Peter Prendergast – Manager Planning and Development Services</p> <p>DEPUTATION PRESENTATION/S Nil</p> <p>DISCLOSURE OF INTEREST Nil</p> <p>NOTES FROM FORUM General discussion took place regarding the item and officer recommendation.</p>

At 8.37pm Mr P Prendergast & Mr H Shigeyoshi left the meeting.

At 8.37pm Cr Kinnell moved, seconded Cr Robartson -

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

At 8.37 pm the Mayor submitted the motion, which was declared.

CARRIED (11/0)

No members of the media or public gallery returned to the meeting.

There being no further business, His Worship The Mayor Closed the Agenda Briefing Forum at 8.39pm.