



Shire of
Peppermint Grove

AGENDA BRIEFING FORUM

MINUTES

HELD ON
TUESDAY 12 DECEMBER 2017
AT
5.30 PM



Shire of Peppermint Grove

TABLE OF CONTENTS

ITEM	SUBJECT HEADING	PAGE
1	DECLARATION OF OFFICIAL OPENING	4
2	RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE	4
2.1	ATTENDANCE	4
2.2	APOLOGIES	5
2.3	LEAVES OF ABSENCE	5
2.4	NEW REQUEST FOR A LEAVE OF ABSENCE	5
3	DELEGATIONS AND PETITIONS	5
3.1	DELEGATIONS	5
3.2	PETITIONS	5
4	PUBLIC QUESTION TIME	5
4.1	RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE	5
4.2	QUESTIONS FROM MEMBERS OF THE PUBLIC	5
4.3	DEPUTATIONS OF THE PUBLIC	5
5	DECLARATIONS OF INTEREST	6
5.1	FINANCIAL INTEREST	6
5.2	PROXIMITY INTEREST	6
5.3	IMPARTIALITY INTEREST	6
5.4	INTEREST THAT MAY CAUSE A CONFLICT	6
5.5	STATEMENT OF GIFTS AND HOSPITALITY	6
6	ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)	6
7	CONFIRMATION OF MINUTES	6
7.1	ORDINARY COUNCIL MEETING ~ 28 NOVEMBER 2017	6

ITEM	SUBJECT HEADING	PAGE
7.2	AGENDA BRIEFING FORUM ~12 DECEMBER 2017	6
7.3	CONCEPT FORUM ~ 12 DECEMBER 2017	6
8	CHIEF EXECUTIVE OFFICER REPORTS	7
8.1	URBAN PLANNING	7
8.1.1	Building Permits Issued	7
8.1.2	Proposed Alterations and Additions: Lot 12 & 13 (No. 17) McNeil Street Peppermint Grove	7
8.1.3	Heritage List Review: Lot 50 (No. 36) McNeil Street, Peppermint Grove	8
8.1.4	Proposed Change of Purpose ROW Reserves – Shire of Peppermint Grove	8
8.1.5	Adoption for the Purposes of Advertising: Draft Local Planning Policies Under Local Planning Scheme No.4.	9
8.2	INFRASTRUCTURE	10
8.3	COMMUNITY DEVELOPMENT	10
8.4	MANAGEMENT / GOVERNANCE / POLICY	10
8.4.1	Annual Report 2016/2017	10
8.5	CORPORATE	11
8.5.1	Financial Report – November 2017	11
8.5.2	Accounts Paid – November 2017	11
8.5.3	Audit Committee Recommendations – Meeting Held 28 November 2017	11
9	NEW BUSINESS OF AN URGENT NATURE	12
10	MOTIONS ON NOTICE	12
11	CONFIDENTIAL ITEMS OF BUSINESS	12
12	CLOSURE	12



Shire of Peppermint Grove

AGENDA BRIEFING FORUM MINUTES

1 DECLARATION OF OFFICIAL OPENING

At 5.31pm, the Shire President declared the meeting open and requested the recording of attendance and apologies.

The Post and the Western Suburbs Weekly indicated that they were not recording the meeting.

2 RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE

2.1 ATTENDANCE

Shire President
Deputy Shire President
Elected Member
Elected Member
Elected Member
Elected Member
Elected Member

Cr R Thomas
Cr C Hohnen
Cr K Farley
Cr S Fleay
Cr D Horrex
Cr P Macintosh
Cr G Peters

Chief Executive Officer
Manager Library and Community Services
Manager Corporate Services
Manager Infrastructure Services
Manager Development Services
Executive Officer

Mr John Merrick
Ms D Burn
Mr P Rawlings
Mr D Norgard
Mr M Whitbread
Ms M Tabbakh (Minutes)

Visitors Nil
Gallery Nil Members of the Public
2 Members of the Press

2.2 APOLOGIES

Nil

2.3 LEAVES OF ABSENCE

Nil

2.4 NEW REQUEST FOR A LEAVE OF ABSENCE

Nil

3 DELEGATIONS AND PETITIONS

3.1 DELEGATIONS

Nil

3.2 PETITIONS

Nil

4 PUBLIC QUESTION TIME

At 5.31pm the Presiding Member opened the public question time by asking the gallery if there were any questions or deputations for Council. "Rules for Council Meeting Public Question Time" were noted in the Agenda. Copies of:

- The Agenda
- Question to Council Forms and
- Deputation Forms

Were placed at the end of the Council Meeting table in front of the public gallery, for the public, prior to commencing the meeting, as well as on the Shire Webpage.

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4.2 QUESTIONS FROM MEMBERS OF THE PUBLIC

Nil

4.3 DEPUTATIONS OF THE PUBLIC

Nil

At 5.31pm, there being no further questions the Presiding Member closed the public question time.

5 DECLARATIONS OF INTEREST

Councillors / Staff are reminded of the requirements of section 5.65 of the Local Government Act 1995, to disclose any interest during the meeting when the matter is discussed, and also of the requirement to disclose an interest affecting impartiality under the Shire's Code of Conduct. Councillors / staff are required to submit declarations of interest in writing on the prescribed form.

5.1 FINANCIAL INTEREST

Nil

5.2 PROXIMITY INTEREST

Nil

5.3 IMPARTIALITY INTEREST

Cr G Peters – 8.1.3 – Heritage List Review Lot 50 (No.36) McNeil Street, Peppermint Grove.

Cr G Peters has a contract with owners to provide minor maintenance.

5.4 INTEREST THAT MAY CAUSE A CONFLICT

Nil

5.5 STATEMENT OF GIFTS AND HOSPITALITY

Nil

6 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Nil

7 CONFIRMATION OF MINUTES

7.1 ORDINARY COUNCIL MEETING ~ 28 NOVEMBER 2017

7.2 AGENDA BRIEFING FORUM ~12 DECEMBER 2017

7.3 CONCEPT FORUM ~ 12 DECEMBER 2017

8 CHIEF EXECUTIVE OFFICER REPORTS

8.1 URBAN PLANNING

8.1.1 Building Permits Issued

ORDINARY COUNCIL MEETING ITEM TITLE	Building Permits Issued
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.1.2 Proposed Alterations and Additions: Lot 12 & 13 (No. 17) McNeil Street Peppermint Grove

ORDINARY COUNCIL MEETING ITEM TITLE	17 McNeil Street, Peppermint Grove
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.1.3 Heritage List Review: Lot 50 (No. 36) McNeil Street, Peppermint Grove

DECLARATION OF INTEREST – IMPARTIALITY

Cr G Peters has a contract with owners to provide minor maintenance.

ORDINARY COUNCIL MEETING ITEM TITLE	36 McNeil Street Peppermint Grove
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.1.4 Proposed Change of Purpose ROW Reserves – Shire of Peppermint Grove

ORDINARY COUNCIL MEETING ITEM TITLE	Proposed Change of Purpose ROW
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	This item is to be deferred to form part of a more comprehensive report that deals with the number of locations of leased and unleased land occupied by private land owners.

8.1.5 Adoption for the Purposes of Advertising: Draft Local Planning Policies Under Local Planning Scheme No.4.

ORDINARY COUNCIL MEETING ITEM TITLE	Adoption for the Purposes of Advertising
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Minor corrections to be made.

Cr S Fleay left the meeting at 6.34pm.

8.2 INFRASTRUCTURE

Nil

8.3 COMMUNITY DEVELOPMENT

Nil

8.4 MANAGEMENT / GOVERNANCE / POLICY

8.4.1 Annual Report 2016/2017

ORDINARY COUNCIL MEETING ITEM TITLE	Annual Report 2016/2017
OFFICER	John Merrick ~ Chief Executive Officer
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.5 CORPORATE

8.5.1 Financial Report – November 2017

ORDINARY COUNCIL MEETING ITEM TITLE	Financial Report November 2017
OFFICER	Paul Rawlings ~ Manager Corporate Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.5.2 Accounts Paid – November 2017

ORDINARY COUNCIL MEETING ITEM TITLE	Accounts Paid November 2017
OFFICER	Paul Rawlings ~ Manager Corporate Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.5.3 Audit Committee Recommendations – Meeting Held 28 November 2017

ORDINARY COUNCIL MEETING ITEM TITLE	Audit Committee Recommendation
OFFICER	Paul Rawlings ~ Manager Corporate Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil



9 NEW BUSINESS OF AN URGENT NATURE

Nil

10 MOTIONS ON NOTICE

Nil

11 CONFIDENTIAL ITEMS OF BUSINESS

Nil

12 CLOSURE

At 6.39pm, there being no further business the meeting closed.