



Shire of
Peppermint Grove

AGENDA BRIEFING FORUM

MINUTES

HELD ON
TUESDAY 12 SEPTEMBER 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	4
2.3	LEAVES OF ABSENCE	4
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	6
4.1	RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE	6
4.2	QUESTIONS FROM MEMBERS OF THE PUBLIC	6
4.3	DEPUTATIONS OF THE PUBLIC	6
5	DECLARATIONS OF INTEREST	7
5.1	FINANCIAL INTEREST	7
5.2	PROXIMITY INTEREST	7
5.3	IMPARTIALITY INTEREST	7
5.4	INTEREST THAT MAY CAUSE A CONFLICT	7
5.5	STATEMENT OF GIFTS AND HOSPITALITY	7
6	ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)	8
7	CONFIRMATION OF MINUTES	8
7.1	ORDINARY COUNCIL MEETING ~ 22 August 2017	8

ITEM	SUBJECT HEADING	PAGE
7.2	AGENDA BRIEFING FORUM ~ 12 September 2017	8
7.3	CONCEPT FORUM ~ 12 September 2017	8
8	CHIEF EXECUTIVE OFFICER REPORTS	9
8.1	URBAN PLANNING	9
8.2	URBAN PLANNING	9
8.2.1	Building Permits – August 2017	9
8.2.2	Proposed Alterations and Additions: Lot 40 (No. 8) Venn Street, Peppermint Grove	9
8.2.3	Replacement Two-Storey Dwelling and Ancillary Dwelling: Lot 116 (No. 70) Leake Street, Peppermint Grove	10
8.2.4	Proposed Replacement Detached Double Garage: Lot 113 (No. 38) The Esplanade, Peppermint Grove	10
8.3	INFRASTRUCTURE	11
8.4	COMMUNITY DEVELOPMENT	11
8.5	MANAGEMENT / GOVERNANCE / POLICY	11
8.6	CORPORATE	12
8.6.1	Financial Report – August 2017	12
8.6.2	Accounts Paid – August 2017	12
9	NEW BUSINESS OF AN URGENT NATURE	13
10	MOTIONS ON NOTICE	13
11	CONFIDENTIAL ITEMS OF BUSINESS	13
12	CLOSURE	13



Shire of Peppermint Grove

AGENDA BRIEFING FORUM MINUTES

1 DECLARATION OF OFFICIAL OPENING

At 5.30pm, the Deputy Shire President declared the meeting open and requested the recording of attendance and apologies.

The Post indicated that they were not recording the meeting.

2 RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE

2.1 ATTENDANCE

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

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 5 Members of the Public
1 Members of the Press

2.2 APOLOGIES

Nil

2.3 LEAVES OF ABSENCE

Shire President, Cr R Thomas – Approved at the Ordinary Council Meeting 22 August 2017.

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 5.31 pm 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

At the Council Meeting held 12 September 2017, Mrs Mary-Louise Davidson of 150 Forrest Street Peppermint Grove, asked the following question:

How is Council going to address/resolve the student parking problem in Forrest Street, Peppermint Grove?

Summary of Response

Council will be discussing the parking issue at the Concept Forum meeting following the Agenda Briefing Forum tonight. Council is also considering timed parking as well as issuing parking permits to the residents. The Chief Executive Officer, John Merrick plans to have discussions with St Hilda's and PLC Principal.

4.3 DEPUTATIONS OF THE PUBLIC

Nil

At 5.35pm, 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

Cr C Hohnen - 8.1.3 Replacement Two-Storey Dwelling and Ancillary Dwelling: Lot 116 (No. 70) Leake Street, Peppermint Grove

Cr C Hohnen owns the neighbouring property.

5.3 IMPARTIALITY INTEREST

Cr G Peters - 8.1.3 Replacement Two-Storey Dwelling and Ancillary Dwelling: Lot 116 (No. 70) Leake Street, Peppermint Grove

Cr G Peters has a contract with the owner of the property to maintain the swimming pool.

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)

Written announcements by the Presiding Member or important forthcoming functions to be tabled at this point. The Presiding Member may, at their discretion, wish to make verbal announcements.

Nil

7 CONFIRMATION OF MINUTES

7.1 ORDINARY COUNCIL MEETING ~ 22 August 2017

7.2 AGENDA BRIEFING FORUM ~ 12 September 2017

7.3 CONCEPT FORUM ~ 12 September 2017

8 CHIEF EXECUTIVE OFFICER REPORTS**8.1 URBAN PLANNING****8.2 URBAN PLANNING****8.2.1 Building Permits – August 2017**

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

8.2.2 Proposed Alterations and Additions: Lot 40 (No. 8) Venn Street, Peppermint Grove

ORDINARY COUNCIL MEETING ITEM TITLE	Lot 40 (No. 8) Venn Street Peppermint Grove
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

**At 5.41pm Cr C Hohnen left the Council Chambers.
Cr K Farley presided in his absence.**

8.2.3 Replacement Two-Storey Dwelling and Ancillary Dwelling: Lot 116 (No. 70) Leake Street, Peppermint Grove

DECLARATION OF INTEREST – PROXIMITY

Cr C Hohnen owns the neighbouring property.

ORDINARY COUNCIL MEETING ITEM TITLE	Lot 116 (No. 70) Leake Street Peppermint Grove
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Michael Whitbread to have further discussions with the owner of the property regarding the existing dwelling.

At 5.55pm the Cr C Hohnen returned to the Council Chambers

8.2.4 Proposed Replacement Detached Double Garage: Lot 113 (No. 38) The Esplanade, Peppermint Grove

ORDINARY COUNCIL MEETING ITEM TITLE	Lot 113 (No. 38) The Esplanade Peppermint Grove
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.3 INFRASTRUCTURE

Nil

8.4 COMMUNITY DEVELOPMENT

Nil

8.5 MANAGEMENT / GOVERNANCE / POLICY

Nil

8.6 CORPORATE

8.6.1 Financial Report – August 2017

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

8.6.2 Accounts Paid – August 2017

ORDINARY COUNCIL MEETING ITEM TITLE	Accounts Paid – August 2017
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 6.05pm, there being no further business the meeting closed.