



Shire of
Peppermint Grove

AGENDA BRIEFING FORUM

MINUTES

HELD ON
TUESDAY 13 DECEMBER 2016
AT
5.30 PM



Shire of Peppermint Grove

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Shire of Peppermint Grove

AGENDA BRIEFING FORUM MINUTES

1 DECLARATION OF OFFICIAL OPENING

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

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

2 RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE

2.1 ATTENDANCE

Shire President	Cr R Thomas
Deputy Shire President	Cr C Hohnen
Elected Member	Cr K Farley
Elected Member	Cr S Fleay
Elected Member	Cr D Horrex
Elected Member	Cr P Macintosh
Elected Member	Cr G Peters
Chief Executive Officer	Mr John Merrick
Manager Library and Community Services	Ms D Burn
Manager Corporate Services	Mr P Rawlings
Manager Infrastructure Services	Mr D Norgard
Executive Officer	Ms M Tabbakh (Minutes)
Visitors	Nil
Gallery	1 Members of the Public
	2 Members of the Press

2.2 APOLOGIES

Nil

2.3 LEAVES OF ABSENCE

Manager Development Services, Mr M Whitbread

2.4 NEW REQUEST FOR A LEAVE OF ABSENCE

Cr K Farley

Requests a Leave of Absence for the Ordinary Council Meeting 20 December 2016.

Moved: Cr K Farley, Seconded: Cr D Horrex

CARRIED: 7/0

Donovan Norgard, Manager Infrastructure Services

Requests a Leave of Absence for the Ordinary Council Meeting 20 December 2016

3 DELEGATIONS AND PETITIONS

Nil

3.1 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

Nil

4.3 DEPUTATIONS OF THE PUBLIC

Deputation 1

8.1.2 Alterations and Single Storey Additions Lots 36 & 359 (No. 136) Forrest Street, Peppermint Grove.

Mark Bradley – Architect - 9 Girton Lane, Fremantle WA 6160 – would like to clarify the following:

- owners name on the Report to read Mr Vijith Sujeevan Vijayasekaran
- construction of a parapet wall – there is an existing parapet wall where an open carport will be built
- Deemed to Comply – remove number 4 - there are no windows on the eastern side of the building.

Mark Bradley asks Council to support the Officers Recommendations

At 5.37 pm, 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

Nil

5.4 INTEREST THAT MAY CAUSE A CONFLICT

Nil

5.5 STATEMENT OF GIFTS AND HOSPITALITY

The following attended the Consul – General of Japan's Birthday on Tuesday 6th December.
Mr & Mrs Merrick

Cr C Hohnen and partner
Approximate cost of the event per couple - \$100

6 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Nil.

7 CONFIRMATION OF MINUTES

7.1 ORDINARY COUNCIL MEETING ~ 22 November 2016

7.2 ADENDA BRIEFING FORUM ~ 13 December 2016

7.3 CONCEPT FORUM ~ 13 December 2016

8 CHIEF EXECUTIVE OFFICER REPORTS

8.1 URBAN PLANNING

8.1.1 Alterations and Single Storey Additions Lots 36 & 359 (No. 136) Forrest Street Peppermint Grove

ORDINARY COUNCIL MEETING ITEM TITLE	No. 136 Forrest Street Peppermint Grove
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	<p>The following to be corrected:</p> <ul style="list-style-type: none"> • This Report - 8.1.2 as in the Agenda for Ordinary Council Meeting • Owners name - Mr Vijith Sujeevan Vijayasekaran • Rear wall - 3 metres high • 1 metre Set back • Delete number 4 in Deme to comply.

8.1.2 Conservation Works: St Columba Church Lot 33 (No.16A) Keane Street Peppermint Grove

ORDINARY COUNCIL MEETING ITEM TITLE	St Columba Church (No. 16A) Keane Street Peppermint Grove
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	This Report 8.1.1 as in the Agenda for the Ordinary Council Meeting.

8.1.3 Referral for Comment: Application for Stand Up Paddle Board Lessons: Reserve R17113 The Esplanade Peppermint Grove

ORDINARY COUNCIL MEETING ITEM TITLE	Stand Up Paddle Board Lessons
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Hours of operation to read 7am and 4pm. John Merrick to clarify start and finish times.

8.1.4 Delegation of Authority – Appointment of Authorised Officers – Public Health Act 2016

ORDINARY COUNCIL MEETING ITEM TITLE	Delegation of Authority
OFFICER	Michael Whitbread ~ Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.2 INFRASTRUCTURE

Nil

8.3 COMMUNITY DEVELOPMENT

Nil

8.4 MANAGEMENT / GOVERNANCE / POLICY

8.4.1 Annual Report 2015/2016

ORDINARY COUNCIL MEETING ITEM TITLE	Annual Report 2015/2016
OFFICER	John Merrick ~ Chief Executive Officer
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.5 CORPORATE

8.5.1 Financial Report October 2016

ORDINARY COUNCIL MEETING ITEM TITLE	Financial Report October 2016
OFFICER	Paul Rawlings ~ Manager Corporate Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.5.2 Accounts for Payment November 2016

ORDINARY COUNCIL MEETING ITEM TITLE	Accounts for Payment 2016
OFFICER	Paul Rawlings ~ Manager Corporate Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Paul Rawlings to circulate the credit card statement to all Councillors before Ordinary Council Meeting 20 December 2016.

8.5.3 Budget Review 2016/2017

ORDINARY COUNCIL MEETING ITEM TITLE	Budget Review 2016/2017
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 5.57 pm, there being no further business the meeting closed.