



Shire of  
**Peppermint Grove**

# **AGENDA BRIEFING FORUM**

## **MINUTES**

**HELD ON  
TUESDAY 13 MARCH 2018  
AT  
5.30 PM**



# Shire of Peppermint Grove

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Shire of  
**Peppermint Grove**

## **AGENDA BRIEFING FORUM AGENDA**

### **1 DECLARATION OF OFFICIAL OPENING**

At 5.31 pm, the 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**

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

Cr R Thomas  
Cr C Hohnen  
Cr K Farley (arrived 5.43pm)  
Cr S Fleay  
Cr P Macintosh  
Cr G Peters

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

Mr John Merrick  
Ms D Burn  
Mr P Rawlings  
Mr D Norgard  
Mr M Whitbread

**Visitors** 0  
**Gallery** 10 Members of the Public  
1 Members of the Press

## 2.2 APOLOGIES

Elected Member

Cr D Horrex

## 2.3 NEW REQUEST FOR A LEAVE OF ABSENCE

NIL

## 3 DELEGATIONS AND PETITIONS

### 3.1 DELEGATIONS

NIL

### 3.2 PETITIONS

NIL

## 4 PUBLIC QUESTION TIME

The Presiding Member opened council for public question time by asking the gallery if there were any questions or deputation for council.

- 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, 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

Mr Paul Glendenning – Item 8.1.6 – concerns that setbacks are not adequate.

Ms Jo D’Orsogna – Item 8.1.2 – Concerns regarding the business at 1 Monument Street. These concerns include noise, rubbish, early starts late finish, and parking which she feels do not abide by Council conditions.

There being no further questions the Presiding Member closed 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

###### **Councillor Greg Peters – Item 8.1.2**

Proponent is a relation and his business is located nearby.

##### 5.3 IMPARTIALITY INTEREST

###### **Councillor Scott Fleay – Item 8.1.4**

His wife is employed by PLC and their children attend PLC.

##### 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 ~ | 27 February 2018 |
| 7.2 | AGENDA BRIEFING FORUM ~    | 13 March 2018    |
| 7.3 | CONCEPT FORUM ~            | 13 March 2018    |

## **8 CHIEF EXECUTIVE OFFICER REPORTS**

### **8.1 URBAN PLANNING**

#### **8.1.1 Building Permits Issued**

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

#### **8.1.2 Change of Use Residence to Residence/Office and Vehicle Storage (Evoke Media) Lot 21 No 1 Monument Street Peppermint Grove.**

#### **DECLARATION OF INTEREST – PROXIMITY**

#### **At 5.37pm Cr G Peters left the room**

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Change of Use Residence to Residence/Office and Vehicle Storage (Evoke Media) Lot 21 No 1 Monument Street Peppermint Grove.
<b>OFFICER</b>	Michael Whitbread ~ Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	The applicant is to provide responses to concerns raised by neighbours.

#### **At 5.43pm Cr G Peters returned to the room.**

#### **At 5.43pm Cr K Farley arrived to the meeting.**



### 8.1.3 Alterations and Additions to Two Storey Dwelling Lot 21 (No.13) Leake Street Peppermint Grove

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Alterations and Additions to Two Storey Dwelling Lot 21 (No.13) Leake Street Peppermint Grove
<b>OFFICER</b>	Michael Whitbread ~ Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	There are concerns regarding reduced setback. Michael Whitbread is to approach the applicant in regard to removal of screening. Larger overall plan required.

### 8.1.4 Proposed Illuminated Wall Signage: PLC Wellness Centre. Lot 1 (No.2) McNeil Street Peppermint Grove

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Proposed Illuminated Wall Signage: PLC Wellness Centre. Lot 1 (No.2) McNeil Street Peppermint Grove
<b>OFFICER</b>	Michael Whitbread ~ Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Michael Whitbread to establish lux output. Establish the timing of illumination and ensure the signage cannot be seen by residents.

## DECLARATION OF INTEREST – IMPARTIALITY

### Cr Scott Fleay remained present for the discussion

#### 8.1.5 Final Adoption of Local Planning Policies under Local Planning Scheme No.4

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Final Adoption of Local Planning Policies under Local Planning Scheme No.4
<b>OFFICER</b>	Michael Whitbread ~ Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Policy. 1 – Secondary Street Setbacks after no.3 add “and”. Policy.11 – add “deemed to comply” Policy.10 – add “panel members” Policy.12 – paragraph 3 add “to ensure” and take out “Iron flat bar”.

#### 8.1.6 Alterations and Additions Lots 91 & 250 (484-490) Stirling Highway, Peppermint Grove

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Alterations and Additions Lots 91 & 250 (484-490) Stirling Highway, Peppermint Grove
<b>OFFICER</b>	Michael Whitbread ~ Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Stairwell to be screened.

## 8.2 INFRASTRUCTURE

Nil



### 8.3 COMMUNITY DEVELOPMENT

Nil

### 8.4 MANAGEMENT / GOVERNANCE / POLICY

Nil

## 8.5 CORPORATE

### 8.5.1 Financial Report – February 2018

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Financial Report – February 2018
<b>OFFICER</b>	Paul Rawlings ~ Manager Corporate Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

### 8.5.2 Accounts Paid – February 2018

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Accounts Paid – February 2018
<b>OFFICER</b>	Paul Rawlings ~ Manager Corporate Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

### 8.5.3 2017/18 Budget Review

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	2017/18 Budget Review
<b>OFFICER</b>	Paul Rawlings ~ Manager Corporate Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

#### 8.5.4 Emergency Management – Local Recovery Plan

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	8.5.4 Emergency Management – Local Recovery Plan
<b>OFFICER</b>	Paul Rawlings ~ Manager Corporate Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

### 9 NEW BUSINESS OF AN URGENT NATURE

NIL

### 10 MOTIONS ON NOTICE

NIL

### 11 CONFIDENTIAL ITEMS OF BUSINESS

NIL

### 12 CLOSURE

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



Agenda Briefing Forum - **Minutes**  
**13 MARCH 2017**

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