



Shire of  
Peppermint Grove

# AGENDA BRIEFING FORUM NOTES

*The draft agenda submitted to this Forum is subject to change and should not be read as the final Agenda to the next Ordinary Council Meeting. The final Agenda will be placed on the Shire's website on the Friday before the Scheduled meeting. Council does not make determinations at the Agenda Briefing forum.*

HELD ON  
**TUESDAY 10 NOVEMBER 2020**  
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	LEAVE OF ABSENCE	4
2.4	NEW REQUEST FOR LEAVE OF ABSENCE	5
3	DELEGATIONS AND PETITIONS	5
3.1	DELEGATIONS	5
3.2	PETITIONS	5
3.3	PRESENTATIONS FROM THE PUBLIC	5
4	PUBLIC QUESTION TIME	6
4.1	RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE FROM A PREVIOUS MEETING	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

<b>5.5</b>	<b>STATEMENT OF GIFTS AND HOSPITALITY</b>	<b>7</b>
<b>6</b>	<b>ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)</b>	<b>7</b>
<b>7</b>	<b>CONFIRMATION OF MINUTES</b>	<b>7</b>
<b>8</b>	<b>OFFICER REPORTS</b>	<b>8</b>
<b>8.1</b>	<b>MANAGER DEVELOPMENT SERVICES</b>	<b>8</b>
8.1.1	34 – 38 Irvine Street - Reduced Rear Setback - Single House (two levels with Undercroft and Pool)	8
<b>8.2</b>	<b>MANAGER INFRASTRUCTURE SERVICES</b>	<b>8</b>
<b>8.3</b>	<b>MANAGER CORPORATE AND COMMUNITY SERVICES</b>	<b>9</b>
8.3.1	Financial Statements October 2020	9
8.3.2	Accounts Paid – October 2020	9
<b>8.4</b>	<b>CEO / MANAGEMENT / GOVERNANCE / POLICY</b>	<b>10</b>
8.4.1	Council Meeting Dates 2021	10
8.4.2	Matters for Information and Noting	10
<b>8.5</b>	<b>COMMITTEE REPORTS</b>	<b>11</b>
<b>9</b>	<b>NEW BUSINESS OF AN URGENT NATURE</b>	<b>11</b>
<b>10</b>	<b>MOTIONS ON NOTICE</b>	<b>11</b>
<b>11</b>	<b>CONFIDENTIAL ITEMS OF BUSINESS</b>	<b>11</b>
<b>12</b>	<b>CLOSURE</b>	<b>11</b>

Shire of  
Peppermint Grove

## AGENDA BRIEFING FORUM NOTES

### 1 DECLARATION OF OFFICIAL OPENING

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

The media indicated 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 Members

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

Chief Executive Officer  
Manager Development Services  
Manager Corporate Services & Community Services  
Manager Infrastructure Services

Mr D Burnett  
Mr R Montgomery  
Mr M Costarella  
Mr D Norgard

**Gallery** 1 Members of the Public  
2 Members of the Press

#### 2.2 APOLOGIES

NIL

#### 2.3 LEAVE OF ABSENCE

NIL



## **2.4 NEW REQUEST FOR LEAVE OF ABSENCE**

NIL

## **3 DELEGATIONS AND PETITIONS**

### **3.1 DELEGATIONS**

NIL

### **3.2 PETITIONS**

NIL

### **3.3 PRESENTATIONS FROM THE PUBLIC**

NIL

DRAFT

## **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.

### **Rules for Council Meeting Public Question Time**

- Public Question Time provides the public with an opportunity to put questions to the Council. Questions should only relate to the business of the Council and should not be a statement or personal opinion.*
- 
- During the Special Council meeting, after Public Question Time no member of the public may interrupt the meeting's proceedings or enter into conversation.*
- Whenever possible, questions should be submitted in writing at least 48 hours prior to the start of the meeting.*
- All questions should be directed to the President and only questions relating to matters affecting Council may be answered at an Ordinary meeting, and at a Special meeting only questions that relate to the purpose of the meeting may be answered. Questions may be taken on notice and responded to after the meeting, at the discretion of the President.*
- The person presiding will control Public Question Time and ensure that each person wishing to ask a question should state his or her name and address before asking the question. If the question relates to an item on the agenda, the item number should also be stated. In general, persons seeking to ask a question will be given 2 minutes within which to address their question to the Council. The person presiding may shorten or lengthen this time in their discretion.*

#### **4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE FROM A PREVIOUS MEETING**

NIL

#### **4.2 QUESTIONS FROM MEMBERS OF THE PUBLIC**

NIL

#### **4.3 DEPUTATIONS OF THE PUBLIC**

NIL

## **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**

NIL

## **6 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**

NIL

## **7 CONFIRMATION OF MINUTES**

Nil adoption of Minutes at this Forum.



## **8 OFFICER REPORTS**

### **8.1 MANAGER DEVELOPMENT SERVICES**

#### **8.1.1 34 – 38 Irvine Street - Reduced Rear Setback - Single House (two levels with Undercroft and Pool)**

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	34 – 38 Irvine Street - Reduced Rear Setback - Single House (two levels with Undercroft and Pool)
<b>OFFICER</b>	Ross Montgomery ~ Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	1. Clarification of new lot ceding to the adjoining lot 40A. 2. Clarification of the ceding impact of the pool location. 3. Current Irvine Street crossover details to be provided to EM.

### **8.2 MANAGER INFRASTRUCTURE SERVICES**

NIL



### 8.3 MANAGER CORPORATE AND COMMUNITY SERVICES

#### 8.3.1 Financial Statements October 2020

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Financial Statements October 2020
<b>OFFICER</b>	Michael Costarella – Manager corporate and Community Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Rates correction comparison to 2019 to be provided.

#### 8.3.2 Accounts Paid – October 2020

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Accounts Paid – October 2020
<b>OFFICER</b>	Michael Costarella – Manager corporate and Community Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

## 8.4 CEO / MANAGEMENT / GOVERNANCE / POLICY

### 8.4.1 Council Meeting Dates 2021

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Council Meeting Dates 2021
<b>OFFICER</b>	Don Burnett, Chief Executive Officer
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

### 8.4.2 Matters for Information and Noting

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Matters for Information and Noting
<b>OFFICER</b>	Don Burnett, Chief Executive Officer
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

## **8.5 COMMITTEE REPORTS**

NIL

## **9 NEW BUSINESS OF AN URGENT NATURE**

NIL

## **10 MOTIONS ON NOTICE**

NIL

## **11 CONFIDENTIAL ITEMS OF BUSINESS**

NIL

## **12 CLOSURE**

At 6.02pm, there being no further business the meeting closed.