



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 14 MAY 2019  
AT  
5.30 PM**



# Shire of Peppermint Grove

## TABLE OF CONTENTS

ITEM	SUBJECT HEADING	PAGE
<b>1</b>	<b>DECLARATION OF OFFICIAL OPENING</b>	<b>4</b>
<b>2</b>	<b>RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE</b>	<b>4</b>
2.1	ATTENDANCE	4
2.2	APOLOGIES	4
2.3	LEAVE OF ABSENCE	5
2.4	NEW REQUEST FOR LEAVE OF ABSENCE	5
<b>3</b>	<b>DELEGATIONS AND PETITIONS</b>	<b>5</b>
3.1	DELEGATIONS	5
3.2	PETITIONS	5
<b>4</b>	<b>PUBLIC QUESTION TIME</b>	<b>6</b>
4.1	RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE FROM A PREVIOUS MEETING	6
4.2	QUESTIONS FROM MEMBERS OF THE PUBLIC	7
4.3	DEPUTATIONS OF THE PUBLIC	7
<b>5</b>	<b>DECLARATIONS OF INTEREST</b>	<b>8</b>
5.1	FINANCIAL INTEREST	8
5.2	PROXIMITY INTEREST	8
5.3	IMPARTIALITY INTEREST	8
5.4	INTEREST THAT MAY CAUSE A CONFLICT	8
<b>5.5</b>	<b>STATEMENT OF GIFTS AND HOSPITALITY</b>	<b>8</b>
<b>6</b>	<b>ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)</b>	<b>8</b>

<b>7</b>	<b>CONFIRMATION OF MINUTES</b>	<b>8</b>
<b>8</b>	<b>OFFICER REPORTS</b>	<b>9</b>
8.1	MANAGER DEVELOPMENT SERVICES	9
8.1.1	New Music Centre at Presbyterian Ladies College (PLC) – 14 McNeil Street	9
8.1.2	48A View Street - New single storey additions to single house and outbuilding	9
8.1.3	56 The Esplanade - Roofing to Rear Terrace Area	9
8.1.4.	Synthetic Tennis Court and Associated Outbuildings at 32 Keane Street	10
8.1.5	Heritage Listing Project – Progressive Listings	10
8.2	MANAGER INFRASTRUCTURE SERVICES	11
8.3	MANAGER LIBRARY SERVICES/COMMUNITY DEVELOPMENT	11
8.3.1	Library and Community Centre Draft Budget	11
8.4	MANAGER CORPORATE SERVICES	11
8.4.1	Financial Report – April 2019	11
8.4.2	Accounts Paid – April 2019	12
8.4.3	Matters for Information and Noting	12
8.5	CEO / MANAGEMENT / GOVERNANCE / POLICY	12
8.6	COMMITTEE REPORTS	12
<b>9</b>	<b>NEW BUSINESS OF AN URGENT NATURE</b>	<b>12</b>
<b>10</b>	<b>MOTIONS ON NOTICE</b>	<b>12</b>
<b>11</b>	<b>CONFIDENTIAL ITEMS OF BUSINESS</b>	<b>13</b>
<b>12</b>	<b>CLOSURE</b>	<b>13</b>



# Shire of Peppermint Grove

## AGENDA BRIEFING FORUM NOTES

---

### 1 DECLARATION OF OFFICIAL OPENING

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

Council recognises that it is permissible to record the Shire's Council and Forum Meetings in the written, sound, vision medium (or any combination of the mediums) when open to the public, however, people who intend to record meetings are requested to inform the Presiding Member of their intention to do so.

### 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 D Horrex
Elected Member	Cr G Peters (arrived 5.31pm)
Elected Member	Cr P Macintosh

Chief Executive Officer	Mr D Burnett
Manager Corporate Services	Mr P Rawlings
Manager Infrastructure Services	Mr D Norgard
Manager Development Services	Mr R Montgomery
Manager Library and Community Services	Ms D Burn

#### Visitors

**Gallery** 4 Members of the Public  
1 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

#### **4 PUBLIC QUESTION TIME**

The Presiding Member will open 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

Have been 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.

In the event there are no public members present, the Presiding Member will dispense with Public Question Time.

#### **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**

1. Ms Amanda Butterworth of Allering & Associates, 125 Hamersley Road, Subiaco – Item 8.1.1 – McNeil Street, Peppermint Grove.

Ms Butterworth addressed Council speaking on behalf of the owners PLC for the proposed music centre in that she agreed with the Officer Recommendation and responded to objection.

2. Ms Philippa Mowbray – Mowbray Architects, 104 Forrest Street, Cottesloe – Item 8.1.2 48A View Street, Peppermint Grove.

Ms Mowbray addressed Council speaking on behalf of the owners of development to contest the Officer Recommendation of refusal.

3. Mr Michael Richardson – Consultant - Item 8.1.4 – 32 Keane Street, Peppermint Grove – Synthetic Sports Surface and Outbuildings.

Mr Richardson addressed Council speaking on behalf the owner of 32 Keane Street to elaborate on the proposal, it's scale and impact on local landscape.

## **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**

Councillor Dawne Horrex – Item 8.1.1 – 14 McNeil Street Proposed Music Centre PLC

The nature of the interest being that she is a former student, parent, former secretary of Old Girls Associations and is occasionally involved with the school.

### **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 New Music Centre at Presbyterian Ladies College (PLC) – 14 McNeil Street

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	New Music Centre at Presbyterian Ladies College (PLC) – 14 McNeil Street
<b>OFFICER</b>	Ross Montgomery ~ Manager Development Services
<b>DELEGATION</b>	Yes
<b>DISCLOSURE OF INTEREST</b>	Cr Horrex – Impartiality Interest
<b>OUTCOME OF DISCUSSION</b>	Nil

#### 8.1.2 48A View Street - New single storey additions to single house and outbuilding

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	48A View Street - New single storey additions to single house and outbuilding
<b>OFFICER</b>	Ross Montgomery ~ Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Suggested that the DA be amended to delete conservatory and submit a new separate DA for conservatory.

#### 8.1.3 56 The Esplanade - Roofing to Rear Terrace Area

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	56 The Esplanade - Roofing to Rear Terrace Area
<b>OFFICER</b>	Ross Montgomery ~ Manager Development Services
<b>DELEGATION</b>	Yes
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

#### 8.1.4. Synthetic Tennis Court and Associated Outbuildings at 32 Keane Street

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Synthetic Tennis Court and Associated Outbuildings at 32 Keane Street
<b>OFFICER</b>	Ross Montgomery ~ Manager Development Services
<b>DELEGATION</b>	Yes
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Owners representative indicated that a revised plan for consideration would be submitted.

#### 8.1.5 Heritage Listing Project – Progressive Listings

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Heritage Listing Project – Progressive Listings
<b>OFFICER</b>	Ross Montgomery ~ Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

## 8.2 MANAGER INFRASTRUCTURE SERVICES

Nil

## 8.3 MANAGER LIBRARY SERVICES/COMMUNITY DEVELOPMENT

### 8.3.1 Library and Community Centre Draft Budget

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Library and Community Centre Draft Budget
<b>OFFICER</b>	Debra Burn, Manager Library and Community Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

## 8.4 MANAGER CORPORATE SERVICES

### 8.4.1 Financial Report – April 2019

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Financial Report – April 2019
<b>OFFICER</b>	Paul Rawlings ~ Manager Corporate Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

#### 8.4.2 Accounts Paid – April 2019

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Accounts Paid – April 2019
<b>OFFICER</b>	Paul Rawlings ~ Manager Corporate Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

#### 8.4.3 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 CEO / MANAGEMENT / GOVERNANCE / POLICY

NIL

#### 8.6 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 6.23pm, there being no further business the meeting closed.