



Shire of
Peppermint Grove

AGENDA BRIEFING FORUM

NOTES

HELD ON
TUESDAY 11 MAY 2021
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
5.5	STATEMENT OF GIFTS AND HOSPITALITY	7

6	ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)	7
7	CONFIRMATION OF MINUTES	7
8	OFFICER REPORTS	8
8.1	MANAGER DEVELOPMENT SERVICES	8
8.1.1	Local Planning Policy 7	8
8.2	MANAGER INFRASTRUCTURE SERVICES	8
8.3	MANAGER CORPORATE AND COMMUNITY SERVICES	8
8.3.1	Financial Statements April 2021	8
8.3.2	Accounts Paid – April 2021	8
8.4	CEO / MANAGEMENT / GOVERNANCE / POLICY	9
8.4.1	Adoption of Code of Conduct for Council Members, Committee Members and Candidates	9
8.4.2	Model Standards for CEO Recruitment, Performance and Termination	9
8.4.3	Delegations Register Review May 2021	10
8.4.4	Matters for Information and Noting	10
8.5	COMMITTEE REPORTS	10
9	NEW BUSINESS OF AN URGENT NATURE	10
10	MOTIONS ON NOTICE	10
11	CONFIDENTIAL ITEMS OF BUSINESS	11
12	CLOSURE	11

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 Members

Cr R Thomas

Cr C Hohnen

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 0 Members of the Public

1 Members of the Press

2.2 APOLOGIES

NIL

2.3 LEAVE OF ABSENCE

Elected Member

Cr K Farley



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

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.

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

- a) *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.*
- b)
- c) *During the Special Council meeting, after Public Question Time no member of the public may interrupt the meeting's proceedings or enter into conversation.*
- d) *Whenever possible, questions should be submitted in writing at least 48 hours prior to the start of the meeting.*
- e) *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.*
- f) *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 Local Planning Policy 7

ORDINARY COUNCIL MEETING ITEM TITLE	Local Planning Policy 7
OFFICER	Ross Montgomery, Manager Development Services
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.2 MANAGER INFRASTRUCTURE SERVICES

NIL

8.3 MANAGER CORPORATE AND COMMUNITY SERVICES

8.3.1 Financial Statements April 2021

This report will be provided in the FINAL Ordinary Council Meeting Agenda 25 May 2021.

8.3.2 Accounts Paid – April 2021

This report will be provided in the FINAL Ordinary Council Meeting Agenda 25 May 2021.

8.4 CEO / MANAGEMENT / GOVERNANCE / POLICY

8.4.1 Adoption of Code of Conduct for Council Members, Committee Members and Candidates

ORDINARY COUNCIL MEETING ITEM TITLE	Adoption of Code of Conduct for Council Members, Committee Members and Candidates
OFFICER	Don Burnett, Chief Executive Officer
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.4.2 Model Standards for CEO Recruitment, Performance and Termination

ORDINARY COUNCIL MEETING ITEM TITLE	Model Standards for CEO Recruitment, Performance and Termination
OFFICER	Don Burnett, Chief Executive Officer
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.4.3 Delegations Register Review May 2021

ORDINARY COUNCIL MEETING ITEM TITLE	Delegations Register Review May 2021
OFFICER	Don Burnett, Chief Executive Officer
DELEGATION	Nil
DISCLOSURE OF INTEREST	Nil
OUTCOME OF DISCUSSION	Nil

8.4.4 Matters for Information and Noting

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

8.5 COMMITTEE REPORTS

NIL

9 NEW BUSINESS OF AN URGENT NATURE

NIL

10 MOTIONS ON NOTICE

(Automatically sent back to Administration for consideration at the next Council meeting)



11 CONFIDENTIAL ITEMS OF BUSINESS

NIL

12 CLOSURE

At 5.59pm, there being no further business the meeting closed.