



Shire of  
Peppermint Grove

# AGENDA BRIEFING FORUM

## DRAFT 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 13 APRIL 2021**  
AT  
**5.30 PM**



# Shire of Peppermint Grove

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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	Cr R Thomas
Deputy Shire President	Cr C Hohnen
Elected Member	Cr K Farley (from 5.53pm)
Elected Member	Cr D Horrex
Elected Member	Cr G Peters (from 5.32pm)
Elected Members	Cr P Dawkins

Chief Executive Officer	Mr D Burnett
Manager Development Services	Mr R Montgomery
Manager Corporate Services & Community Services	Mr M Costarella
Manager Infrastructure Services	Mr D Norgard

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

#### 2.2 APOLOGIES

Elected Member	Cr P Macintosh
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### **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.*
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- 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.

**Cr Greg Peters entered the Chambers at 5.32pm.**

## 8 OFFICER REPORTS

### 8.1 MANAGER DEVELOPMENT SERVICES

#### 8.1.1 153 Forrest Street – Subdivision Comments

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	153 Forrest Street – Subdivision Comments
<b>OFFICER</b>	Ross Montgomery, Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

#### 8.1.2 34-38 Irvine Street – Amendment to Current Approval

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	34-38 Irvine Street – Amendment to Current Approval
<b>OFFICER</b>	Ross Montgomery, Manager Development Services
<b>DELEGATION</b>	Nil
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>OUTCOME OF DISCUSSION</b>	Nil

#### Cr Karen Farley entered the Chambers at 5.43pm

#### 8.1.3 46 Johnston Street – Addition and Alterations to Heritage House

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	46 Johnston Street – Addition and Alterations to Heritage House
<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 CORPORATE AND COMMUNITY SERVICES

### 8.3.1 Financial Statements March 2021

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Financial Statements March 2021
<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

### 8.3.2 Accounts Paid – March 2021

<b>ORDINARY COUNCIL MEETING ITEM TITLE</b>	Accounts Paid – March 2021
<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>	EFT for Wavesound Subscription – More information required on what this was for.

## 8.4 CEO / MANAGEMENT / GOVERNANCE / POLICY

### 8.4.1 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

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

## 11 CONFIDENTIAL ITEMS OF BUSINESS

NIL

## 12 CLOSURE

At 6.09pm, there being no further business the meeting closed.