



Shire of
Peppermint Grove

SPECIAL MEETING OF COUNCIL

MINUTES

**HELD ON
TUESDAY 19 OCTOBER 2021
AT
5.30 PM**



Shire of Peppermint Grove

TABLE OF CONTENTS

ITEM	SUBJECT HEADING	PAGE
1	DECLARATION OF OFFICE BY NEWLY ELECTED MEMBERS	4
2	DECLARATION OF OFFICIAL OPENING	4
3	RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE	4
3.1	ATTENDANCE	4
3.2	APOLOGIES	5
4	ELECTION OF SHIRE PRESIDENT	5
4.1	NOMINATION OF SHIRE PRESIDENT	5
4.2	SWEARING IN OF NEW SHIRE PRESIDENT	5
4.3	ACKNOWLEDGMENT OF COUNTRY	6
4.4	PUBLIC QUESTION TIME	6
5	NOMINATION OF DEPUTY SHIRE PRESIDENT	7
5.1	SWEARING IN OF DEPUTY SHIRE PRESIDENT	7
6	COMMITTEE REPRESENTATIVES/ APPOINTMENT OF COMMITTEES	7
6.1	AUDIT, RISK AND GOVERNANCE COMMITTEE	7
6.2	CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PANEL	7
6.3	COTTESLOE, PEPPERMINT GROVE MOSMAN PARK COMBINED LIBRARY COMMITTEE	7
6.4	DEVELOPMENT ASSESMENT PANEL (DAP)	8
6.5	LOCAL GOVERNMENT ASSOCIATION CENTRAL ZONE	8
6.6	SHINE	8
6.7	JOINT AUSTRALIA DAY AWARDS	8

6.8	WESTERN METROPOLITAN REGIONAL COUNCIL (WMRC)	9
6.9	WESTERN SUBURBS REGIONAL ORGANISATION OF COUNCILS (WESROC)	9
6.10	INTEGRATED LOCAL AREA PLAN STEERING GROUP (ACTIVITY CENTRE)	9
6.11	REGIONAL ROAD GROUP (RRG)	9
6.12	WESTERN SUBURBS WORKING GROUP (DEPARTMENT OF PLANNING LANDS AND HERITAGE)	10
6.13	DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS (SWAN RIVER TRUST)	10
1	AUDIT, RISK AND GOVERNANCE COMMITTEE	11
2	CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PANEL	11
3	COTTESLOE, PEPPERMINT GROVE MOSMAN PARK COMBINED LIBRARY WORKING GROUP	11
4	DEVELOPMENT ASSESMENT PANEL (DAP)	11
5	LOCAL GOVERNMENT ASSOCIATION CENTRAL ZONE	11
6	SHINE	12
7	JOINT AUSTRALIA DAY AWARDS, IN CONJUNCTION WITH TOWN OF COTTESLOE AND TOWN OF MOSMAN PARK	12
8	WESTERN METROPOLITAN REGIONAL COUNCIL (WMRC)	12
9	WESTERN SUBURBS REGIONAL ORGANISATION OF COUNCILS	12
10	INTEGRATED LOCAL AREA PLAN STEERING GROUP (ACTIVITY CENTRE)	12
11	REGIONAL ROAD GROUP (RRG)	12
12	WESTERN SUBURBS WORKING GROUP (DEPARTMENT OF PLANNING LANDS AND HERITAGE)	12
12	DEPARTMENT O BIODIVERSITY CONSERVATION AND ATTRACTIONS (SWAN RIVER TRUST)	12
7	OFFICER REPORT	13
7.1	Council Meeting Dates for 2022	13
8	CLOSURE	15

Shire of
Peppermint Grove

SPECIAL MEETING OF COUNCIL MINUTES

1 DECLARATION OF OFFICE BY NEWLY ELECTED MEMBERS

Officiated by the Chief Executive Officer, Don Burnett who oversaw the swearing in of newly elected Councillors where they read the following:

Having been elected to the office of **Councillor** declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgement and ability, and will observe the code of conduct adopted by the Shire of Peppermint Grove under section 5.104 of the *Local Government Act /995*.

Councillor Charles Hohnen
Councillor Karen Farley
Councillor Patrick Dawkins
Councillor Douglas Jackson

2 DECLARATION OF OFFICIAL OPENING

At 5.35pm, the Chief Executive Officer declared the meeting open and requested the recording of attendance and apologies.

3 RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE

3.1 ATTENDANCE

Elected Member	Cr R Thomas
Elected Member	Cr P Macintosh
Elected Member	Cr G Horrex
Elected Member	Cr C Hohnen
Elected Member	Cr K Farley
Elected Member	Cr P Dawkins
Elected Member	Cr D Jackson

Chief Executive Officer
Manager Corporate and community Services
Manager Development Services
Manager Infrastructure Services

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

Gallery 13 Members of the Public
0 Members of the Press

3.2 APOLOGIES

NIL

4 ELECTION OF SHIRE PRESIDENT

Councillors submitted nominations in writing to the Chief Executive Officer. A Councillor nominated by another Councillor advised the CEO either orally or in writing that they are willing to be nominated.

4.1 NOMINATION OF SHIRE PRESIDENT

The Chief Executive Officer Don Burnett called for nominations for the Shire President

There was one nomination received for Councillor Rachel Thomas, which was unopposed and therefore elected.

4.2 SWEARING IN OF NEW SHIRE PRESIDENT

The CEO officiated the following swearing in of Shire President

*I **Rachel Thomas** of **19 Irvine Street**. Having been elected to the office of **Shire President** declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgement and ability, and will observe the code of conduct adopted by the Shire of Peppermint Grove under section 5.104 of the Local Government Act /995.*

The Shire President assumed the chair and Presided over the meeting.

4.3 ACKNOWLEDGMENT OF COUNTRY

The Shire President read out the following:

“As we commence the next two years of session of Council, the Shire of Peppermint Grove acknowledges the custodians of this land, the Whadjuk people of the Noongar nation and their elders past, present and emerging. The Shire acknowledges and respects their continuing culture and the contribution they make to the life of this region.”

4.4 PUBLIC QUESTION TIME

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

- The Agenda
- Question to Council and
- Deputation Forms

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) *During the Council meeting, after Public Question Time no member of the public may interrupt the meeting’s proceedings or enter into conversation.*
- (c) *Whenever possible, questions should be submitted in writing at least 48 hours prior to the start of the meeting.*
- (d) *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.*
- (e) *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.*

Mr Greg Peters, former councillor made a statement regarding his service on Council and requested newly elected Cr Doug Jackson make a statement regarding his election.

Cr Jackson responded to Mr Peters

Shire President Rachel Thomas thanked Mr Peters for his excellent service as councillor over the last 12 years.

5 NOMINATION OF DEPUTY SHIRE PRESIDENT

The Shire President called for nominations for the Deputy Shire President

There was only one nomination received, for Cr Charles Hohnen, who was therefore elected unopposed.

5.1 SWEARING IN OF DEPUTY SHIRE PRESIDENT

The CEO officiated the following swearing in of Deputy President:

*I **Charles Hohnen** of **43 Bedford Avenue, Subiaco**, having been elected to the office of **Deputy Shire President** declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgement and ability, and will observe the code of conduct adopted by the Shire of Peppermint Grove under section 5.104 of the Local Government Act /995.*

6 COMMITTEE REPRESENTATIVES/ APPOINTMENT OF COMMITTEES

6.1 AUDIT, RISK AND GOVERNANCE COMMITTEE

Meets twice a year. The charter was adopted at the Ordinary Council Meeting 24 September 2019.

Required:

3 Members

Current:

Cr R Thomas

Cr D Hohnen

Cr P Macintosh

6.2 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PANEL

Meets annually to review the Chief Executive Officers Performance

Required:

All members

6.3 COTTESLOE, PEPPERMINT GROVE MOSMAN PARK COMBINED LIBRARY COMMITTEE

Meets 3-4 times a year to review the strategic delivery of library services and adopt the library budget.

Required:

1 Member

1 Deputy

Current:

Cr K Farley

Cr D Horrex

6.4 DEVELOPMENT ASSESMENT PANEL (DAP)

Meets as required to determine applications submitted to the Joint Development Assessment Panel (JDAP).

Required:

2 Members
2 Deputy

Current:

Cr R Thomas
Cr C Hohnen
Cr K Farley
Cr G Peters

6.5 LOCAL GOVERNMENT ASSOCIATION CENTRAL ZONE

Meets every two months to consider the WALGA agenda.

Required:

2 Members

Current:

Cr C Hohnen
Cr G Peters

Note: all Councillors can be alternate delegates and the CEO can be a voting delegate

6.6 SHINE

Attends SHINE meetings as required. However with restructuring of SHINE and Curtin Heritage Living this representation is not required

Required:

1 Member
1 Deputy

Current:

Cr R Thomas
Cr K Farley

6.7 JOINT AUSTRALIA DAY AWARDS

Possibly after the 2022 awards.

Required:

President and 1 Delegate

6.8 WESTERN METROPOLITAN REGIONAL COUNCIL (WMRC)

Meets every two months. This is a regional council to manage waste disposal.

Required:

1 Member

1 Deputy

Current

Cr C Hohnen

Cr P Macintosh

6.9 WESTERN SUBURBS REGIONAL ORGANISATION OF COUNCILS (WESROC)

Meets annually for informal discussion and the Mayoral Meeting.

Required:

President

Deputy President

Current

Cr R Thomas

Cr C Hohnen

6.10 INTEGRATED LOCAL AREA PLAN STEERING GROUP (ACTIVITY CENTRE)

Newly established group to guide the Town centre plan for the Shire of Peppermint Grove and the Town of Cottesloe

Required:

2 Members

Current:

Cr P Macintosh

C D Horrex

6.11 REGIONAL ROAD GROUP (RRG)

Meets annually to determine RRG funding for the western suburbs.

Required:

1 Member

Current:

Cr G Peters

6.12 WESTERN SUBURBS WORKING GROUP (DEPARTMENT OF PLANNING LANDS AND HERITAGE)

Established to consider planning matters from the Stirling Highway and Fremantle train corridor

Required:

1 Member

1 Deputy

Current:

Cr P Dawkins

Cr P Macintosh

6.13 DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS (SWAN RIVER TRUST)

Meets as required

Current:

Cr G Peters

OFFICER RECOMMENDATION/COUNCIL DECISION 6**Moved: Cr Farley****Seconded: Cr Macintosh****That Council confirm the committee and external group representation as follows:****1 AUDIT, RISK AND GOVERNANCE COMMITTEE****Cr Dawkins
Cr Hohnen
Cr Macintosh
Cr Jackson
Cr Thomas****2 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PANEL****All members****3 COTTESLOE, PEPPERMINT GROVE MOSMAN PARK COMBINED LIBRARY
WORKING GROUP****Cr Farley (Member)
Cr Horrex (Deputy)****4 DEVELOPMENT ASSESMENT PANEL (DAP)****Cr Hohnen (Member)
Cr Thomas (Member)

Cr Macintosh (Deputy)
Cr Farley (Deputy)****5 LOCAL GOVERNMENT ASSOCIATION CENTRAL ZONE****Cr Hohnen
Cr Thomas**

Note: all Councillors can be alternate delegates and the CEO can be a voting delegate

6 SHINE

Cr Horrex (Member)
Cr Farley (Deputy)

**7 JOINT AUSTRALIA DAY AWARDS, IN CONJUNCTION WITH TOWN OF
COTTESLOE AND TOWN OF MOSMAN PARK**

Shire President and Cr Jackson

8 WESTERN METROPOLITAN REGIONAL COUNCIL (WMRC)

Cr Hohnen (Member)
Cr Macintosh (Deputy)

9 WESTERN SUBURBS REGIONAL ORGANISATION OF COUNCILS

President
Deputy President

10 INTEGRATED LOCAL AREA PLAN STEERING GROUP (ACTIVITY CENTRE)

Cr Macintosh
Cr Dawkins

11 REGIONAL ROAD GROUP (RRG)

Cr Jackson

**12 WESTERN SUBURBS WORKING GROUP (DEPARTMENT OF PLANNING
LANDS AND HERITAGE)**

C Dawkins Member)
Cr Macintosh (Deputy)

**12 DEPARTMENT O BIODIVERSITY CONSERVATION AND ATTRACTIONS
(SWAN RIVER TRUST)**

Cr Jackson

CARRIED 7/0

7 OFFICER REPORT

7.1 Council Meeting Dates for 2022

MANAGEMENT/GOVERNANCE/POLICY

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Nil	

Voting Requirement	:	Simple majority
Subject Index	:	Council Meeting Dates 2022
Disclosure of any Interest	:	Nil
Responsible Officer	:	CEO

PURPOSE OF REPORT

The purpose of this report is to adopt the meeting dates for the Agenda Briefing Forums and Ordinary Council Meetings for 2022.

SUMMARY AND KEY ISSUES

Notification of planned Council meeting dates for 2022

BACKGROUND

Legislation requires that Council provide public notice of the date and times of its meetings to allow for public participation and attendance.

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC IMPLICATIONS

There are no specific Strategic Implications in respect to this matter.

SOCIAL IMPLICATIONS

There are no specific Social Implications in respect to this matter.

POLICY IMPLICATIONS

There are no specific Policy Implications in respect to this matter.

STATUTORY IMPLICATIONS

There are no specific Statutory Implications in respect to this matter.

FINANCIAL IMPLICATIONS

There are no specific Strategic Implications in respect to this matter.

ENVIRONMENTAL IMPLICATIONS

There are no specific Environmental Implications in respect to this matter.

OFFICER COMMENT

Councils Agenda Briefing Forum will be held on the second Tuesday of every month and Ordinary Council Meetings are to be held on the fourth Tuesday.

There is no meeting in January 2022.

The December 2022 Ordinary Council Meeting is to be held on the third Tuesday, 20 December, so that the minutes are completed prior to the Christmas holiday period.

Three Ordinary Council Meetings follow Monday public holidays:

Labour Day	7 March 2022
Anzac Day	25 April 2022
Queen's Birthday	26 September 2022

OFFICER RECOMMENDATION/COUNCIL DECISION – ITEM NO. 7.1
Moved: Cr Horrex
Seconded: Cr Hohnen
That Council adopt the meeting dates for 2022

Agenda Briefing Forum 2 nd Tuesday of every month at 5.30 (except in January when Council is in recess)	Ordinary Meeting of Council 4 th Tuesday of every month at 5.30 (except in December – 3 rd Tuesday & January when Council is in recess.)
8 February 2022	22 February 2022
8 March 2022	22 March 2022
12 April 2022	26 April 2022
10 May 2022	24 May 2022
14 June 2022	28 June 2022
12 July 2022	26 July 2022
9 August 2022	23 August 2022
13 September 2022	27 September 2022
11 October 2022	25 October 2022
8 November 2022	22 November 2022
13 December 2022	20 December 2022

CARRIED 7/0
8 CLOSURE

At 5.52pm, there being no further business the meeting closed.

These minutes were confirmed at the Ordinary Council Meeting on Tuesday 26 October 2021

 Signed: 

Presiding Person at the meeting at which these minutes were confirmed.

Date: 26 October 2021