



Shire of
Peppermint Grove

SPECIAL MEETING OF COUNCIL

AGENDA

**TO BE HELD ON
TUESDAY 24 OCTOBER 2017
AT
5.30 PM**



Shire of Peppermint Grove

NOTICE OF MEETING

Dear Councillor

It is advised that the **SPECIAL MEETING OF COUNCIL** will be held in the Council Chamber of the **Shire of Peppermint Grove**, 1 Leake Street, Peppermint Grove, on **24 OCTOBER 2017**, commencing at 5.30 pm.

MEETING AGENDA ATTACHED

Yours faithfully

Mr John Merrick JP
CHIEF EXECUTIVE OFFICER

24 OCTOBER 2017

DISCLAIMER

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Any statement, comment or decision made at a Council or Forum meetings regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Forum meetings.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request.



Shire of Peppermint Grove

TABLE OF CONTENTS

ITEM	SUBJECT HEADING	PAGE
1	DECLARATION OF OFFICIAL OPENING	5
2	RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE	5
2.1	ATTENDANCE	5
2.2	APOLOGIES	5
3	PUBLIC QUESTION TIME	6
3.1	Response To Previous Questions Taken On Notice	6
3.2	Questions From Members of the Public	6
4	DECLARATION OF OFFICE BY NEWLY ELECTED MEMBERS	6
5	ELECTION OF SHIRE PRESIDENT	6
5.1	Election	6
6	DECLARATION OF OFFICE OF SHIRE PRESIDENT	6
7	ELECTION OF DEPUTY SHIRE PRESIDENT	7
7.1	Election	7
8	DECLARATION OF OFFICE OF DEPUTY SHIRE PRESIDENT	7
9	COMMITTEE REPRESENTATIVES	7
9.1	Call for Nominations	7
9.1.1	Appointment of Audit Committee Members	7
9.1.2	Chief Executive Officer Performance Review Committee	7
9.1.3	Cottesloe-Peppermint Grove-Mosman Park Combined Library Committee	7
9.1.4	Development Assessment Panel (DAP)	8
9.1.5	Local Emergency Management Committee (LEMC)	8

ITEM	SUBJECT HEADING	PAGE
9.1.6	Local Government Association Central Zone	8
9.1.7	SHINE	8
9.1.8	Western Metropolitan Regional Council (WMRC)	8
9.1.9	Western Suburbs Regional Organisation of Councils (WESROC)	9
9.1.10	Department of Biodiversity Conservation and Ctractions	9
10	BALLOT FOR SEATING AT COUNCIL MEETINGS	10
11	TIMES FOR COUNCIL MEETINGS AND FORUMS	10
12	CLOSURE	10



Shire of Peppermint Grove

SPECIAL MEETING OF COUNCIL

1 DECLARATION OF OFFICIAL OPENING

At ___ pm, the Chief Executive Officer 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 S Fleay
Elected Member	Cr P Macintosh
Elected Member	Cr G Peters

Chief Executive Officer	Mr John Merrick
Manager Corporate Services	Mr P Rawlings
Manager Infrastructure Services	Mr D Norgard
Manager Library and Community Services	Ms D Burn
Executive Officer	Ms M Tabbakh (Minutes)

Visitors _____, from _____
Gallery _____ Members of the Public
_____ Members of the Press

2.2 APOLOGIES

3 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) *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.*

3.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

3.2 QUESTIONS FROM MEMBERS OF THE PUBLIC

4 DECLARATION OF OFFICE BY NEWLY ELECTED MEMBERS

To be officiated by the Chief Executive Officer, Mr John Merrick

Swear in newly elected Councillor's and then they will be asked to read either their Oath (Form 5) or Allegiance (Form 6)

- Councillor -----
- Councillor -----
- Councillor -----
- Councillor -----

5 ELECTION OF SHIRE PRESIDENT

5.1 ELECTION

Councillors are to submit nominations in writing to the Shire President. A Councillor nominated by another Councillor is to advise the Shire President either in writing or orally that they are willing to be nominated.

6 DECLARATION OF OFFICE OF SHIRE PRESIDENT

To be officiated by the Chief Executive Officer, Mr John Merrick.

New Shire President will read his/her alliance and sign Form 7

Note: Once elected the Shire President will take the Chair to conduct the rest of the meeting,

7 ELECTION OF DEPUTY SHIRE PRESIDENT

7.1 ELECTION

Councilors are to submit nominations in writing to the Shire President. A Councilor nominated by another Councilor is to advise the Shire President either in writing or orally that they are willing to be nominated.

New Deputy Shire President will read his/her alliance and sign Form 7

8 DECLARATION OF OFFICE OF DEPUTY SHIRE PRESIDENT

To be officiated by the Chief Executive Officer, Mr John Merrick

9 COMMITTEE REPRESENTATIVES

9.1 CALL FOR NOMINATIONS

9.1.1 APPOINTMENT OF AUDIT COMMITTEE MEMBERS

Current Members:

- Cr R Thomas
- Cr D Hohnen
- Cr S Fleay

3 Members

9.1.2 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

All Members

9.1.3 COTTESLOE-PEPPERMINT GROVE-MOSMAN PARK COMBINED LIBRARY COMMITTEE

Current Members:

- Cr K Farley
- Cr D Horrex

- 1 Member
- 1 Deputy

9.1.4 DEVELOPMENT ASSESSMENT PANEL (DAP)

Current Members:

- Cr R Thomas
- Cr C Hohnen
- Cr K Farley

- 2 Member
- 2 Deputy

9.1.5 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

Current Member:

- Cr G Peters

- 1 Member

9.1.6 LOCAL GOVERNMENT ASSOCIATION CENTRAL ZONE

Current Members:

- Cr C Hohnen
- Cr S Fleay

- 2 Members

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

9.1.7 SHINE

Current Members:

- Cr R Thomas
- Cr K Farley

- 1 Member
- 1 Deputy

9.1.8 WESTERN METROPOLITAN REGIONAL COUNCIL (WMRC)

Current Members

- Cr C Hohnen
- Cr G Peters

- 1 Member
- 1 Deputy

9.1.9 WESTERN SUBURBS REGIONAL ORGANISATION OF COUNCILS (WESROC)

Current Members:

- Cr R Thomas
- Cr C Hohnen

- 1 Member
- 1 Deputy

9.1.10 DEPARTMENT OF BIODIVERSITY CONSERVATION AND CTTRACTIONS
(Swan River Trust)

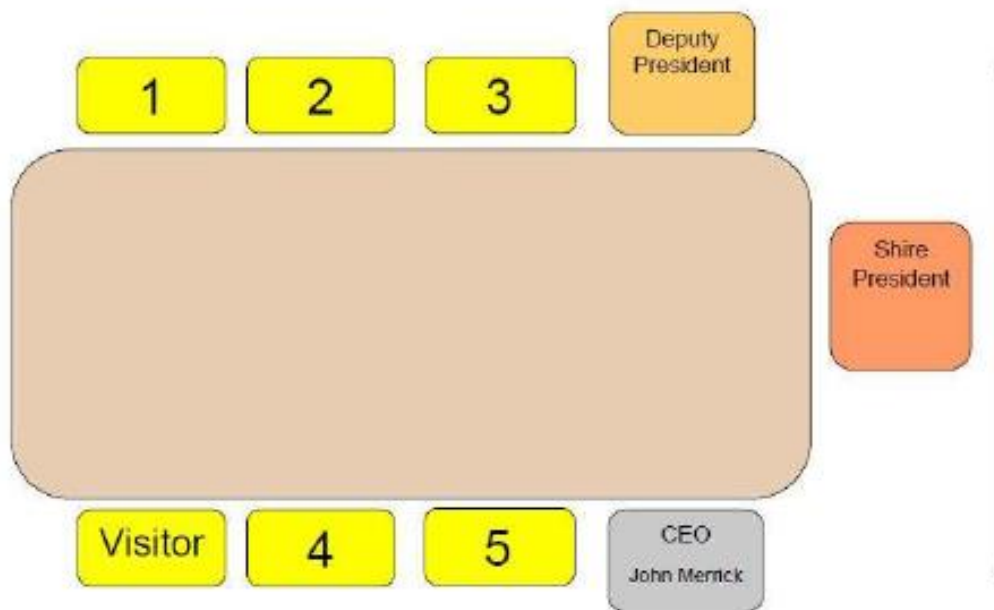
Current Member

- Cr G Peters
- 1 Member
- 1 Deputy

10 BALLOT FOR SEATING AT COUNCIL MEETINGS

CEO will conduct a ballot to determine the seating arrangement of Councillors at all Council Meetings

Diagram of seating:



11 TIMES FOR COUNCIL MEETINGS AND FORUMS

OFFICER RECOMMENDATION

THAT:

The following schedule be adopted for 2015/2016 with start time at 5.30pm:

- | | |
|--------------------------------|-------------------------------|
| 1. Agenda Briefing Forum | Every second Tuesday of Month |
| 2. Concept Forum | Every second Tuesday of Month |
| 3. Ordinary Meeting of Council | Every fourth Tuesday of Month |

Except for January of each year when Council is in recess

12 CLOSURE

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