



TOWNSCAPE REVIEW STEERING COMMITTEE MEETING

MINUTES

Committee Brief

Guide the process of reviewing the Townscape Improvement Plan for the Shire of Plantagenet that will:

- *Serve as an overall framework for streetscape upgrading projects over the next ten years; and*
- *Lead to the enhancement of the visual and practical amenity of the area.*

Meeting of the
Townscape Review Steering Committee
held in the Committee Rooms, Lowood Road, Mount Barker WA 6324
3.00 pm Wednesday 7 October 2009

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Mr Peter Thorn (Chair); Mr Roger Bartley (Deputy Chair); Cr Ken Clements; Cr John Mark; Cr Deb Nye-Chart; Cr Andrus Budrikis (Deputy); Mr Peter Duncan (Manager Development Services); Ms Karen McKenzie; Ms Larissa Seah (Resolution No. 414/07).

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

3:05 PM Mr Peter Thorn OAM – Chairman, declared the meeting open.

2 RECORD OF ATTENDANCE / APOLOGIES

Present

Mr Peter Thorn (Presiding Member)
Mr Roger Bartley
Cr K Clements – Town Ward – Deputy Shire President
Cr J Mark – Town Ward
Cr D Nye-Chart – East Ward
Karen McKenzie
Mr Rob Stewart – Chief Executive Officer
Mr Dominic Le Cerf – Manager Works and Services
Mr Vincent Jenkins – Planning Officer
Mrs Cobie MacLean – Administration Officer (Planning)

Apologies

Mr Peter Duncan
Ms Larissa Seah

3 CONFIRMATION OF MINUTES

Moved Mr Roger Bartley, seconded Cr Deb Nye-Chart:

That the Minutes of the Townscape Review Steering Committee Meeting held 10 June 2009 be confirmed.

CARRIED

4 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

4.1 REVIEW OF COMMITTEE BRIEF

Moved Mr Roger Bartley, seconded Cr Deb Nye-Chart:

That it be a recommendation to the Council:

That:

- 1. The Terms of Reference of the Townscape Review Steering committee be amended to read:**

‘Mission/Purpose:

To Guide the process of reviewing Townscape Improvement Plans for the Shire of Plantagenet that will:

- 1. Serve as an overall framework for streetscape upgrading projects.**

2. Lead to the enhancement of the visual and practical amenity of the area.

Tasks/Responsibilities

The general tasks/responsibilities of the Committee are to:

1. Provide assistance and advice to Council staff.
 2. Take an active role in developing an understanding of townscape issues.
 3. Make recommendations to the Council regarding matters within its purview.
 4. Comply with relevant policies and directives.
2. The membership of the Committee be set at:
 - a) Two Councillors;
 - b) Four community members;
 - c) The Chief Executive Officer or his delegate; and
 - d) The Manager Development Services.
 3. The existing four community representatives being Mr Peter Thorn, Mr Roger Bartley, Ms Larissa Seah and Ms Karen McKenzie be re-appointed as members.

CARRIED

4.2 MEETING SCHEDULE

Moved Cr Ken Clements, seconded Mr Roger Bartley:

That the schedule of meetings for the Committee be:

3 February 2010
2 June 2010
6 October 2010
2 February 2011
1 June 2011
5 October 2011

CARRIED

5 GENERAL BUSINESS

Nil

6 NEXT MEETING

Wednesday 3 February 2010 – 3.00 pm.

7 MEETING CLOSURE

3:40 PM The Chairman declared the meeting closed.

CONFIRMED: CHAIRPERSON _____ **DATE:** ____/____/____