



Peppermint Grove

The Garden Shire

Notice of Meeting

Dear Councillor,

It is advised that the **Agenda Briefing Forum** will be held in the Council Chamber at the Shire of Peppermint Grove, 1 Leake Street, Peppermint Grove on Tuesday 12th May 2026 commencing at 5:30pm. Attached is the **Draft Agenda** for the 26th of May 2026 **Ordinary Council Meeting**.

Yours Faithfully,

A handwritten signature in black ink, appearing to read 'Don Burnett', is written over a light grey rectangular background.

Mr Don Burnett

CHIEF EXECUTIVE OFFICER

7th May 2026



Peppermint Grove

The Garden Shire

ORDINARY COUNCIL MEETING

To be held:
05:30 pm Tuesday
26th May 2026

Shire of Peppermint Grove
1 Leake Street
Peppermint Grove WA 6011



Peppermint Grove
The Garden Shire

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1.0 DECLARATION OF OFFICIAL OPENING

At ____ pm, the Presiding Member declared the meeting open and requested that the Affirmation of Civic Duty and Responsibility be read aloud by a Councillor 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.

The Presiding Member will cause the Affirmation of Civic Duty and Responsibility to be ready aloud by Councillor _____.

Members of the Public present at the Council meeting need to be aware that the meeting is recorded and any of their presentations will be recorded and published on the Shire’s website.

Affirmation of Civic Duty and Responsibility

I make this Affirmation in good faith on behalf of Councillors and Officers of the Shire of Peppermint Grove. We collectively declare that we will duly, faithfully, honestly, and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgment and ability. We will observe the Shire’s Code of Conduct and meeting procedures to ensure efficient, effective and orderly decision making within this forum.

2.0 RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE

2.1 ATTENDANCE

Shire President	Cr K Farley SC
Deputy Shire President	Cr P Dawkins
Elected Member	Cr J Mahony
Elected Member	Cr P Macintosh
Elected Member	Cr E Bond
Elected Member	Cr C Hohnen
Elected Member	Cr D Singleton
Acting CEO	Mr J Clapham
Manager Development Services	Mr J Gajic
Manager Infrastructure Services	Mr D McBride

Gallery:

Members of the Public
Members of the Press

2.2 APOLOGIES

Chief Executive Officer

Mr D Burnett

2.3 LEAVES OF ABSENCE

2.4 NEW REQUEST FOR A LEAVE OF ABSENCE

3.0 DELEGATIONS AND PETITIONS

4.0 PUBLIC QUESTION TIME

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

The Agenda;

Question to Council; and

Deputation Forms.

Have been 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) 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.

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE FROM A PREVIOUS MEETING

4.2 QUESTIONS FROM MEMBERS OF THE PUBLIC

5.0 DECLARATIONS OF INTEREST

5.1 FINANCIAL INTEREST

5.2 PROXIMITY INTEREST

5.3 IMPARTIALITY INTEREST

5.4 INTEREST THAT MAY CAUSE A CONFLICT

5.5 STATEMENT OF GIFTS AND HOSPITALITY

6.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

7.0 CONFIRMATION OF MINUTES

OFFICER RECOMMENDATION– ITEM NO 7.1

Moved:

Seconded:

That the minutes of the Ordinary Council Meeting, of the Shire of Peppermint Grove held in the Council Chambers on 28th April 2026 be confirmed as a true and accurate record.

8.0 OFFICERS REPORTS

8.1 List of Accounts Paid – April 2026

Due to the early closing of the agenda, the list of accounts for April 2026 will be presented at the Ordinary Council meeting scheduled for the 26th May 2026.

8.2 Financial Statements for the period ending – 30 April 2026

Due to the early closing of the agenda, the financial statements for the period ended 30 April 2026 will be presented at the Ordinary Council meeting scheduled for the 26th May 2026.

8.3 Matters for Information and Noting

ATTACHMENTS DETAILS

<u>Attachment Number</u>	<u>Details</u>
Attachment 1	Building/Planning/Library Statistics and Infringements Issued: Development Services Statistics April 2026.docx
Attachment 2	Recycling Recovery 03. Peppermint Grove - Customer Service Report - March 2026 - Send to Council.xlsx

Voting Requirement	:	Simple Majority
Subject Index	:	Matters for Information
Disclosure of Interest	:	Nil
Author	:	Allana West, Records and Executive Officer
Responsible Officer	:	Don Burnett, Chief Executive Officer

PURPOSE OF REPORT

The Shire of Peppermint Grove regularly receives and produces information for receipt by the Elected Members. The purpose of this item is to keep Elected Members informed on items for information received by the Shire.

The 'Matters of Information' report will be presented at each Council meeting and will provide an update on a number of areas of the Shire's operations and provide information and correspondence of interest to elected members.

BACKGROUND

It is intended that the following information is provided on a regular basis, either monthly or quarterly, noting some of this data is still to be collected in a presentable format

- Seal register (when the Shire seal has been applied)
- Development applications determined including amendments and deemed-to-comply checks
- Building permits determined including demolition permits, occupancy permits and time extensions
- Miscellaneous approvals including new food premise registrations, stallholder and trader permits, environmental health approval to construct, extend or alter a public building, and applications approved under the heritage grant scheme
- Subdivisions and amalgamations approved by the Western Australian Planning Commission
- Local laws parking and dog infringements
- Library statistics

SUMMARY AND KEY ISSUES

The following reports are presented to Council in the following tables:
Building Applications Determined

Development Applications Determined
 Miscellaneous Approvals
 Infringements Issued
 Library Statistics

Building applications determined for the month of April 2026

Application Number	Location	Description	Decision
BA2026/001010	25 Irvine Street	Single House and Ancillary Works (Street Wall, Fencing, Swimming Pool and Retaining Walls)	Approved
BA2026/001009	Tenancy 16A, 460-476 Stirling Highway	Shop Fit Out (Day Spa)	Approved
BA2026/001012	6 The Esplanade	Alterations to Boundary Piling	Approved
BA2026/001013	Cottesloe Primary School	Bike Shelter	Approved
BA2026/001014	Tenancy 16A, 460-476 Stirling Highway	Amendment to Shop Fit Out (Day Spa)	Approved

Planning applications determined for the month of April 2026

Application Number	Location	Description	Discretion Sought	Decision
DTC-00023	17A View Street	Deemed-to-Comply Check for a Single House Development	N/A	Non-exempt development
DA2026/00007	1 Monument Street	Unhosted Short-stay Accommodation	Change of Use	Withdrawn
DA2025/00015	34 Keane Street	Multiple Amendments to an Approved Single House and Garage	N/A	Withdrawn
DA2024/00016 (Amendment no. 2)	44 Keane Street	Amendment to a Rooftop Service Deck	Nil	Approved under s257C (Single House Development)

Infringements Issued April 2026

Location	Breach	Amount
Johnston Street	Dog Attack Causing Physical Injury	\$400
Johnston Street	Dog Not Held or Tethered in a Public Place	\$200

Library Statistics April 2026

Library Stats	April 2026	April 2025	April 2024

Loans	17,333	18,144	20,435
New Borrowers Registered	103	96	266

Recycling Recovery March 2026



March 2026

PRODUCT	Product - Percentage	Product - Tonnes
AL CANS	0.33	0.04
MIXED PAPER	19.76	2.21
ONP	0.00	0.00
OCC - CARDBOARD	28.32	3.16
STEEL	2.62	0.29
GLASS	19.20	2.14
MIXED PLASTICS	1.92	0.21
PET	1.13	0.13
HDPE	1.36	0.15
TOTAL RECOVERED	74.64	8.34
WASTE / CONTAMINATION	25.36	2.83
MONTHLY TOTAL	100.00	11.17

CONSULTATION

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

STRATEGIC IMPLICATIONS

There are no strategic implications in respect to this matter.

POLICY IMPLICATIONS

There are no policy implications in respect to this matter.

STATUTORY IMPLICATIONS

There are no statutory implications in respect to this matter.

FINANCIAL IMPLICATIONS

There are financial implications in respect to this matter.

OFFICER COMMENT

That Council notes the updates outlined in the attachments across a number of areas of the Shire’s operations.

OFFICER RECOMMENDATION– ITEM NO 8.1.3

That Council receives the information in this report.

9.0 COMMITTEE REPORTS

Reports from the 12 May ARIC meeting will be presented to this meeting

10.0 NEW BUSINESS INTRODUCED BY DECISION OF COUNCIL

11.0 MOTIONS ON NOTICE

12.0 CONFIDENTIAL ITEMS OF BUSINESS

13.0 CLOSURE OF MEETING

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