



# Peppermint Grove

## *The Garden Shire*

## **ORDINARY COUNCIL MEETING**

To be held:

**05:30PM Tuesday 23<sup>rd</sup> June 2026**

**Shire of Peppermint Grove**

**1 Leake Street**

**Peppermint Grove WA 6011**



# Peppermint Grove

## *The Garden Shire*

### Notice of Meeting

Dear Councillor,

It is advised that the **Ordinary Council Meeting** will be held in the Council Chamber at the Shire of Peppermint Grove, 1 Leake Street, Peppermint Grove on Tuesday 23<sup>rd</sup> June 2026 commencing at 5:30pm.

Yours Faithfully,

A handwritten signature in black ink, appearing to be 'Joel Gajic', written in a cursive style.

Mr Joel Gajic

**A/CHIEF EXECUTIVE OFFICER**

18<sup>th</sup> June 2026



Peppermint Grove  
*The Garden Shire*

<b>1.0 DECLARATION OF OFFICIAL OPENING.....</b>	<b>3</b>
<b>2.0 RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE .....</b>	<b>3</b>
<b>2.1 ATTENDANCE .....</b>	<b>3</b>
<b>2.3 LEAVES OF ABSENCE .....</b>	<b>4</b>
<b>2.4 NEW REQUEST FOR A LEAVE OF ABSENCE .....</b>	<b>4</b>
<b>3.0 DELEGATIONS AND PETITIONS .....</b>	<b>4</b>
<b>4.0 PUBLIC QUESTION TIME.....</b>	<b>4</b>
<b>4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE FROM A PREVIOUS MEETING .....</b>	<b>5</b>
<b>4.2 QUESTIONS FROM MEMBERS OF THE PUBLIC.....</b>	<b>5</b>
<b>5.0 DECLARATIONS OF INTEREST .....</b>	<b>5</b>
<b>5.1 FINANCIAL INTEREST .....</b>	<b>5</b>
<b>5.2 PROXIMITY INTEREST .....</b>	<b>5</b>
<b>5.3 IMPARTIALITY INTEREST .....</b>	<b>5</b>
<b>5.4 INTEREST THAT MAY CAUSE A CONFLICT .....</b>	<b>5</b>
<b>5.5 STATEMENT OF GIFTS AND HOSPITALITY.....</b>	<b>5</b>
<b>6.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION) .....</b>	<b>5</b>
<b>7.0 CONFIRMATION OF MINUTES .....</b>	<b>5</b>
<b>8.0 OFFICERS REPORTS .....</b>	<b>6</b>
<b>8.1 LIST OF ACCOUNTS PAID – MAY 2026 .....</b>	<b>6</b>
<b>8.2 FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31 MAY 2026 .....</b>	<b>8</b>
<b>8.3 BUDGET 26/27 AND BUDGET AMENDMENT .....</b>	<b>10</b>
<b>8.4 DELEGATIONS REGISTER.....</b>	<b>19</b>
<b>8.5 MATTERS FOR INFORMATION AND NOTING .....</b>	<b>21</b>
<b>9.0 COMMITTEE REPORTS .....</b>	<b>26</b>
<b>10.0 NEW BUSINESS INTRODUCED BY DECISION OF COUNCIL.....</b>	<b>26</b>
<b>11.0 MOTIONS ON NOTICE .....</b>	<b>26</b>
<b>12.0 CONFIDENTIAL ITEMS OF BUSINESS.....</b>	<b>26</b>
<b>12.1 CEO ANNUAL PERFORMANCE REVIEW – CONFIDENTIAL.....</b>	<b>26</b>
<b>13.0 CLOSURE OF MEETING .....</b>	<b>26</b>



**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
Chief Executive Officer	Mr D Burnett (Via Teams)
Manager Development Services	Mr J Gajic
Manager Corporate and Community Services	Mr J Clapham
Manager Infrastructure Services	Mr D McBride

**Gallery:**

Members of the Public  
Members of the Press

**2.2 APOLOGIES**

**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**

Don Burnett: Declaration of Financial Interest for Item 12.1 — CEO Performance Review

**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 26<sup>th</sup> May 2026 be confirmed as a true and accurate record.**

**8.0 OFFICERS REPORTS**

**8.1 LIST OF ACCOUNTS PAID – MAY 2026**

**ATTACHMENT DETAILS**

Attachment No	Description
Attachments	Accounts Paid – May 2026 – see attachment package Credit Card Expenses – May 2026 - see attachment package

Voting Requirement	:	Simple Majority
Subject Index	:	Financial Management
Disclosure of Interest	:	Nil
Responsible Officer	:	Jeremy Clapham, Manager Corporate and Community Services
Authorising Officer	:	Joel Gajic, Acting Chief Executive Officer

**Purpose of Report**

The purpose of this report is to advise the details of all credit card expenses, electronic funds payments, direct debits and BPAY since the last report.

**Summary and Key Issues**

The following payments in excess of \$20,000 were paid in May 2026:

- WCP Civil – road projects 2<sup>nd</sup> claim \$302,714.26
- Superchoice Aware– superannuation \$20,478.14

**Background**

The Attachment list details all payments made in May 2026 and credit card transactions for May 2026 (paid in June 2026). The following summarises credit card payments, electronic fund transfers, direct debits and BPAY included in the list presented for information.

PAYMENT TYPE	NUMBER SERIES	AMOUNT
EFT	EFT00135 – EFT00139	\$483,029.87
Direct Debits	DD00165 – DD00171	\$14,368.43
BPAY		\$0
Credit Cards – April 2026		\$6,471.44
Payroll		\$116,672.41
Bank charges		\$242.02
<b>TOTAL</b>		<b>\$620,784.17</b>

**Consultation**

There was no external consultation undertaken.

**Strategic Implications**

There were no strategic implications evident at this time.

**Policy Implications**

There were no policy implications evident at this time.

**Statutory Implications**

Accounts are paid during the month in accordance with Delegation 2 “Payments from the Municipal Fund.” Power to delegate to the CEO is contained in Section 5.42 of the Local Government Act 1995.

**Financial Implications**

The payments processed by the Shire relate to expenditure approved in the 2025/26 Adopted Budget.

**Officer Comments**

The list of Accounts paid are provided to Council for information purposes and in accordance with the delegation to the CEO.

**OFFICER RECOMMENDATION– ITEM NO 8.1**

**Moved:**

**Seconded:**

**That Council receive the list of payment of accounts by electronic funds transfers, direct debit, BPAY and credit cards for the month of May 2026.**

## 8.2 FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31 MAY 2026

### ATTACHMENT DETAILS

Attachment No	Description
Attachments	Monthly financial Report for the period ended 30 <sup>th</sup> April 2026 - see attachment package

Voting Requirement	:	Simple Majority
Subject Index	:	Financial Statements for the Period ended 31 <sup>st</sup> May 2026
Disclosure of Interest	:	Nil
Responsible Officer	:	Jeremy Clapham, Manager Corporate and Community Services
Authorising Officer	:	Joel Gajic, Acting Chief Executive Officer

### Purpose of Report

To receive the monthly financial statements for the period ended 31<sup>st</sup> May 2026.

### Summary and Key Issues

The surplus at 31<sup>st</sup> May 2026 is \$942,965, which is \$592,266 more than budgeted for. The main reasons for this variance are: underspend in operating expenditure of \$341,360, more income than budgeted of \$27,174, non cash amounts excluded from operating activities of \$23,362, overspend in capital expenditure of \$126,616 and more capital grants received than budgeted for of \$326,985.

### Background

The Monthly Financial Statements are prepared in accordance with the requirements of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. Monthly financial statements are required to be presented to Council. Circulated are the monthly financial statements for the period ending 31<sup>st</sup> May 2026.

### Consultation

There was no external consultation undertaken.

### Strategic Implications

Objectives within the Governance section of the Strategic Community Plan.

### Policy Implications

Shire of Peppermint Grove Financial Management Policies and Investment Policy.

### Statutory Implications

Local Government (Financial Management) Regulations 1996.

### Financial Implications

The surplus at 31<sup>st</sup> May 2026 is \$942,965, which is \$592,266 more than budgeted for.

**Officer Comments**

The opening surplus is \$528,946 (confirmed after completion of the 2024-25 audit) and is \$89,562 less than estimated at the time that the budget was compiled, and \$448,628 more than budgeted for. The surplus at 31<sup>st</sup> May 2026 is \$942,965, which is \$592,266 more than budgeted for.

Investment of Municipal and Reserve Funds - as at 31<sup>st</sup> May 2026:

Fund	Purpose	Amount Invested	Start Date	Maturity Date	Term (Days)	Interest Rate %	Expected Interest for the year
Corporate Cheque Account	Municipal Funds	\$1,294,266	Ongoing	Ongoing	N/A	3.65%	\$100,000
Term Deposit	Reserve Funds	\$2,148,466	27/10/2025	24/06/2026	276	4.10%	\$88,000

**OFFICER RECOMMENDATION– ITEM NO 8.2**

**Moved:**

**Seconded:**

**That Council receives the monthly financial statements for the period ended 31<sup>st</sup> May 2026.**

**8.3 BUDGET 26/27 AND BUDGET AMENDMENT**

**ATTACHMENT DETAILS**

<b>Attachments</b>	<b>Statutory 2026/27 Budget, including Fees and Charges</b> see attachment package

Voting Requirement : Absolute Majority  
 Subject Index : Budget  
 Disclosure of Interest Nil  
 Author : Don Burnett, CEO and Jeremy Clapham, Manager  
 Corporate and Community Services  
 Responsible Officer : CEO

**PURPOSE OF REPORT**

To consider and adopt the Shire’s budget for the 2026/27 financial year, together with supporting schedules, including the imposition of rates and minimum payments, setting of elected members fees, the adoption of fees and charges and other consequential matters arising from the budget papers. There is also a budget amendment to the Reserves for 2025/26.

**SUMMARY AND KEY ISSUES**

- The 2026/27 budget recommends an increase of rates levied of 3.8%.
- Capital expenditure of \$2.715m.
- A short-term loan/overdraft of \$2.0m for the development of the lot at 24 Johnston Street.
- Sale of assets of \$3.076.m including the sale of lot 24 Johnston Street.
- Change in net transfer to reserves of \$869,000.
- Budget amendment for 2025/26 – change in net transfers to/from Reserves of \$115,000

**BACKGROUND**

The Statement of Financial Activity shows total revenue required from property rates of \$4.04m based on a rate increase of 3.8%.

Council has been able to keep the rate increases in recent years to a minimum, with the increases for previous years as follows;

2018/19      1.55%  
 2019/20      1.0%

2020/21	0.0%
2021/22	1.7%
2022/23	2.0%
2023/24	2.9%
2024/25	2.5%
2025/26	2.0%

The average rate increase since 2018/19, including the 2026/27, is 1.94%

**CONSULTATION**

Consultation was undertaken through workshops with Councillors and Senior staff.

**STRATEGIC IMPLICATIONS**

The budget recognises the objectives and strategies of the Shire’s Community Strategic Plan and Corporate Business Plan.

**POLICY IMPLICATIONS**

The budget is based on the principles contained within the current Community Plan and Corporate Business Plan.

**STATUTORY IMPLICATIONS**

Division 5 and 6 of the Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management Regulations 1996 details the form and content of the budget. The 2026/27 budget as presented is considered to meet statutory requirements.

Section 5.63 (1) (b) of the Local Government Act 1995 exempts Councillors from having to declare financial interests, e.g. Councillor’s fees and superannuation, when determining the annual budget.

**FINANCIAL IMPLICATIONS**

Specific financial implications are itemised in the 2026/27 budget as attached for adoption.

**ENVIRONMENTAL IMPLICATIONS**

There are no direct environmental implications with this report.

**SOCIAL IMPLICATIONS**

There are no social implications at this time.

**OFFICER COMMENT**

The 2026/27 budget continues to deliver on key strategies identified by the community as part of the Community Strategic Plan and maintains a high level of service across all programs while ensuring an ongoing focus on renewing all asset classes at sustainable levels.

The following information is provided highlighting the key considerations in developing the 2026/27 budget.

**Opening balance as of 1 July 2026**

For the purposes of estimating an opening balance as of 1 July 2026, an amount of \$481K is estimated as the surplus carried forward. Please note this still could change pending end of year transactions. The surplus is over the projected surplus mainly due to under expenditure in CAPEX and certain operational areas.

In addition to the 25/26 budgeted transfers to reserve funds, an additional \$115k will be transferred to reserves as of 30 June 2026.

The final figure closing balance amount is subject to audit, and any material variation will be addressed in the 2026/27 mid-year budget review.

**Local Government Cost Index**

WALGA provides local government with the cost index for local government, which expands on CPI, it includes construction costs etc not in the CPI figure. The Perth March 2026 annual CPI was 4.6% and the WALGA 26/27 projected cost index is 3.1%.

**Rates Modelling**

2026/27 is a revaluation year, with the average GRV increasing by 25%. The rate modelling in the draft shows rates income of \$4.04m based on a 3.8% increase on the total rates raised in comparison to last year.

The modelling on 4.0% was proposed at the May Concept Forum, however the budget has been developed with a 3.8% increase. A 1% increase in rates revenue equates to an additional \$40,000, The minimum rate, based on an increase of 3.8% would be \$1.619. The budget does not include any discount or incentives for early payment.

Being a revaluation year there will be variations on the actual rates raised against individual properties based on land use. This has resulted in the rate in the dollar reducing from 0.07896 in 2025/26 to 0.06590 in 2026/27. In general terms, the GRV for units and apartments will increase on average by 57%, however many are still captured as minimum rates. Vacant land and houses under construction will have on average a GRV increase of only 7%, which equates to a reduction in their rates paid, similarly Cottesloe Central has had a GRV increase of only 10%, again resulting in a reduction in rates from 25/26.

Individual properties can have significant movements in their GRVs, both up and down in revaluation years.

Rate increases in recent years have been very minimal, 18/19 1.55%, 19/20 1.0%, 20/21 0.0%, 21/22 1.7%, 22/23 2.0%, 23/24 2.9%, 24/25 2.5% and 25/26 2.0%. With a 3.8% increase in 26/27, the average increase over this period would be 1.94% over this period.

### **Waste charges**

It is anticipated that the contracted waste collection and disposal costs will increase in accordance with the contracts, which would indicate an increase of 5% - 10%.

The costs of additional bins have been re-costed to reflect the current trends in the volume of waste being collected, which is generally more than anticipated. The second bin costs are adjusted to show the additional tonnage costs.

### **Salary costs**

There is a Staff Enterprise Agreement for 3 years, effective from 1 July 2025. The draft budget makes provision for a 3.5% increase for staff based on the agreement from 1 July. The budget for staff costs has increased by 4.11%. There will be some changes in the depot staff. Currently there are 1.8FTE works staff at the depot. One staff member is transitioning to retirement and working 50% hours. The budget makes provision to cover the other 50% of hours, but makes this position a full-time position, with some works currently done by contractors to be bought back in house.

### **Library Contributions**

The net operating cost of running the Grove library is met by the three member councils of the Towns of Mosman Park and Cottesloe and the Shire. The draft library budget was presented at the last Library Management Committee meeting and will be taken to the two other member Councils for noting. The Shire is waiting for any feedback from both Councils. The level of contribution is based on census population data. The net operating shortfall for 26/27 for the library, history unit and community centre, excluding CAPEX, is \$1,55m, with the Town of Mosman Park contributing \$760k (25/26 \$724k), Cottesloe \$660k (24/25 \$629k) and the Shire \$132k (24/25 \$126k).

The draft makes provision for an extension of the subsidy for West Coast Community Centre (WCC) to reflect some of the issues still affecting this group due to COVID. The current MOU requires WCC to pay an annual fee of \$11,000. As has occurred in the last couple of years, it is proposed that this fee is still levied but is donated back to WCC. This method of accounting better highlights the support being provided by the member Councils. This proposal has been presented through the Library Management Group (LMG) and the LMG is supportive.

The CAPEX budget is for works linked to the AMP and other improvements. Total library CAPEX is \$59k. Each member is also required to make their own provision for the building replacement in accordance with the AMP.

### **Overheads and Activity Based Costing**

The Shire does not allocate overheads to jobs, i.e., corporate services costs to Manners Hill Park etc. These costs would be internal charges and have no impact on the budget bottom line. The only overhead charge applied is 5% of Shire corporate management costs to the library.

### **Loans**

The draft shows new loan of \$2.0m, which will most likely be funded via an overdraft or a short term loan with WATC. This relates to the cost to relocate the stormwater sump to subsurface storage cells for the Johnston Street sump. This will free up this lot to be sold, estimated value around \$3m. This project is still subject to a business case being submitted to Council.

### **Reserve funds**

The balance of the reserve funds as of 30 June 2026 are projected to be \$2.13m. Transfers into the reserves during the 26/27 year will be \$1.22m, which is made up of the following,

- \$87,000 Interest on Reserve fund investments.
- \$112,000 to the Road Reserve in accordance with the AMP
- \$70,000 to the Infrastructure/ Building Reserve in accordance with the AMP
- \$900,000 to the Investment Reserve being \$900k net proceeds pending the sale of the Johnston Street lot.
- \$50,000 Transfer to the Investment Reserve

Transfers out of reserve accounts total \$350,000.

- \$90,000 for Keane Street wombat crossing.
- \$90,000 jetty repairs
- \$70,000 for DBCA matching grant funds for foreshore bushland project.
- \$100,000 from Investment reserve for sump relocation.

The total projected reserve fund balance as of 30 June 2027 is nearly \$3.0m. At June 2016 the reserve fund balances totalled \$492,000.

### **Capital Works program (CAPEX)**

The CAPEX program is now linked to the asset renewal requirements as identified in the Asset Management Plan (AMP). The CAPEX schedule is broken to asset classes of Property, Plant & Equipment, Transport and Recreation.

The total CAPEX program for 26/27 is \$2.715m with the most significant projects being:

Annual AMP allocations	\$157,000 (Municipal)
Parking Bay View trial	\$30,000 (Municipal)
Depot – laydown area	\$30,000 (Municipal)
Jetty repairs	\$90,000 (Reserve)
Wombat crossing Keane	\$90,000 (Reserve)
Johnston Street sump conversion	\$2,100,000 (Loan/overdraft \$2m, \$100,000 Reserve)

The AMP also has a schedule showing amounts that should be transferred on an annual basis that will be required to meet future renewal costs. The reserve fund transfer is to ensure the Shire has the funds to meet the costs when these larger renewal costs are due. The total scheduled to be transferred to reserve funds is \$182,000. The 26/27 budget makes provision for a comprehensive review of the Shire’s AMP, particularly for infrastructure assets of roads, drainage, footpaths and reticulation. Updated asset values are required to populate the Shire’s 10 Year financial plan and to ensure asset renewal costs can be met by the Shire.

One other project which is not capital but significant, is the foreshore bushland revegetation project. This will be subject to a report to Council and adoption of the management plan. The budget makes provision of \$250k, with a possible grant of \$98K, \$70k from Reserve and \$82k municipal.

#### **Elected members Sitting Fees.**

Council has a policy for sitting fees and the Presidents and Deputy Presidents allowances to be linked at 95% of the Salaries and Allowances Tribunals (SAT) maximum rate for band 4 local governments. SAT increased the sitting fees and allowance by 3.5% effective from 1 July 2026. The budget also makes provision for 12% superannuation guarantee to be paid.

#### **Fees and Charges Schedule**

Other than an update to charges for additional bins, there are only minor changes to the schedule of fees and charges. The change in the bin costs relate to updated information on the weight of the contents, as disposal costs for general bins (red lid) and FOGO (green lid) are charged by tonnage.

- Additional bin charges for general bins increased \$286.00 to \$357.00 to reflect an increase in average tonnage collected.
- For FOGO additional bins the charge has increased from \$209.00 to \$290.00 to reflect the additional tonnage.
- Recycling additional bins reduce from \$254.00 to \$211.00 to reflect recalculation on cost recovery.

**Depreciation**

Depreciation is a non-cash item and is an internal cost allocation.

**Projected Balance (Surplus) 30 June 2027**

Based on the draft as presented, the 30 June 2027 closing balance (surplus) is anticipated to be \$29k (based on a 3.8% rate increase).

**Budget Amendment - 2025/26 Reserve transfers**

The following 2 amounts were not budgeted for:

- \$15,000 – this amount was initially budgeted as operating expenditure for Jetty Maintenance but has not been used. For this reason, it is intended that it be transferred to reserves to be used for a capital project in 2026/26 for Jetty Refurbishment.
- \$100,000 – this amount was not initially budgeted for in 2025/26 but will be transferred to reserves to be used as part of the project for the Johnston St Sump in 2026/27.

**OFFICER RECOMMENDATION– ITEM NO 8.3**

**Moved:**

**Seconded:**

**That Council adopts the following:**

- **BUDGET 2026/27**

**PART A – MUNICIPAL FUND BUDGET FOR 2026/27**

Pursuant to the provisions of Section 6.2 of the Local Government Act 199 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopts the 2026/27 Shire of Peppermint Grove Budget as contained in Attachment One.

**PART B - GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council, pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rates and minimum payments on Gross Rental Values:

**1.1 General Rate**

- Residential (GRV)                      6.590 cents in the dollar
- Commercial (GRV)                      6.590 cents in the dollar
- Clubs (GRV)                              6.590 cents in the dollar

**1.2 Minimum Payments**

- Residential (GRV) \$1,619
- Commercial (GRV) \$1,619

**2. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 64 (2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment of rates and charges in full by instalments (assuming date of issue is 23 July 2026):**

- Payment in full or first instalments                      28th August 2026
- Second of four instalments                                      30th October 2026
- Third of four instalments                                         15th January 2027
- Last of four instalments    19th March 2027

**3. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge of \$15.00 per instalment.**

**4. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest charge where ratepayer elects to pay rates and charges by instalments of 5.5%.**

**5. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts a 6% interest charge where payment of rates and charges is in arrears including overdue instalment payments**

**6 Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts a special arrangements administration fee of \$45 with respect to outstanding rates and charges and authorises the Chief Executive Officer to enter into such special arrangements.**

**7. Pursuant to Section 6.45 of the Local Government Act 1995 Council adopts the Schedule of Fees and Charges inclusive of the 2026/27 budget included in attachment one.**

**8. Pursuant to Regulation 34 (5) of the Local Government (Financial Management) Regulations 1996 the level for reporting material variances in monthly statements of financial activity shall be 10% or \$10,000, whichever is the greater.**

**9. Delegate to the CEO the disposal of assets to a maximum value of \$50,000**

**10. Pursuant to Section 6.11 of the Local Government Act, Council adopts the transfers to Reserves as included in the 2026/27 Annual Budget**

**11. Pursuant to 6.20 of the Local Government Act, Council raise loan funds/Overdraft facility included in the budget for the following purposes: -**

(a) **Johnston Street Drainage - \$2,000,000- over a 1-year period at the current interest rate**

**12. Pursuant to 6.26 of the Local Government Act, Council notes the non rateable properties at:**

- **Church Manse, 30A Johnston Street**
- **Church, 16A Keane Street**
- **Church, 2 McNeil Street and 430 Stirling Hwy**
- **Presbyterian Ladies College, 10 View Street**
- **Cottesloe Primary School, 530 Stirling Hwy**
- **PLC Rowing Facility/Scouts WA. Lot 4448, Johnston Street,**

**PART C – COUNCIL MEMBERS FEES AND ALLOWANCES FOR 2025/26**

**In accordance with Section 59 of the Local Government Act 1995, and regulation 30 of the Local Government (Administration) Regulations 1996, Council adopts the following annual fees for payment of elected members attendance fees:**

- **Shire President - \$21,514**
- **Councillors - \$10,472 per Councillor**

**In accordance with Section 5.98(5) of the Local Government Act 1995, Regulation 33 of the Local Government (Financial Management) Regulations 1996 and Part 7.2(1) of the Determination for Local Government Elected Members pursuant to Section 7B of the Salaries and Allowances Act 1975, the annual allowance for the Shire President be set at \$22,094 and the annual allowance for the Deputy President be set at \$5,523.**

**In accordance with Section 5.99B to 5.99E of the Local Government Act 1995, Council adopts to pay superannuation on the Council Members Fees and Allowances at the rate of 12%.**

- **BUDGET AMENDMENT -2025/26 RESERVE TRANSFERS**

**That Council approves the budget amendment in regard to the transfer to the Building and Infrastructure Reserve in the amount of \$115,000 for 2025/26. This amount is made up of \$15,000 for the Jetty Refurbishment Project and \$100,000 for the Johnston St Project, to be used in 2026/27.**

**8.4 DELEGATIONS REGISTER****ATTACHMENTS DETAILS**

<b>Attachment Number</b>	<b>Details</b>
<b>Attachment 1</b>	<b>Delegations Register 2026 -see attachment package</b>

Voting Requirement	:	Absolute Majority
Subject Index	:	Review of Delegations Register
Disclosure of Interest	:	Nil
Author	:	Allana West, Records and Executive Officer
Responsible Officer	:	Don Burnett, Chief Executive Officer

**PURPOSE OF REPORT**

The Delegated Authority Register contains all delegations made to the Chief Executive Officer. The Shire's delegations to the Chief Executive Officer are required to be reviewed at least once in a financial year and the delegations were last reviewed in June 2025.

**BACKGROUND**

The delegations to the Chief Executive Officer are made to ensure that the effective and efficient management of the Shire is maintained and contains limits on the types of decisions that can be made under delegation.

**CONSULTATION**

There has been no external consultation undertaken in respect of 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. Changes made to the Delegations Register were minor of nature and had no policy implications.

**STATUTORY IMPLICATIONS**

There were no statutory implications evident at this time. References to legislation have been updated in the Delegated Authority Register that relate to the following acts:

- Public Sector Management Act 1995
- The Public Sector Health Act 2016
- The Health Act
- The Food Act 2008

**FINANCIAL IMPLICATIONS**

There are financial implications in respect to this matter.

**OFFICER COMMENT**

The Delegated Authority Register is a key governance tool for the Shire, supporting accountability, operational efficiency, risk management and alignments with strategic objectives. Regular reviews are essential to ensure its continued relevance and effectiveness.

The review has:

1. Updated the presentation of information in the Delegated Authority Register against the following criteria where applicable:

- Delegation
- Head of power
- Delegator
- Express power or duty delegated
- Function
- Delegates
- Conditions on this delegation
- Express power to sub delegates

2. The changes to the Delegated Authority Register proposed in this review are:

- Former Section 4.2 Building License Approvals Variation was removed due to being superfluous in that delegation Section 4.1 addresses the issuance of building permits and 5.1 addresses the issuance of development approvals.
- Section 6.0 Delegations made under the Liquor Control Act 1988. With this addition to the register a monthly list of all s39 and s40 certificates will be presented to council in Matters for Information and Noting

A further annual review will be taken in the 2026/27 Financial Year.

**OFFICER RECOMMENDATION– ITEM NO 8.4**

**Moved:**

**Seconded:**

**That Council adopt the amended Delegations Register 2026**

**8.5 MATTERS FOR INFORMATION AND NOTING**

**ATTACHMENTS DETAILS**

<b><u>Attachment Number</u></b>	<b><u>Details</u></b>
Attachment 1	<b>Building/Planning/Library/ Recycling Statistics and Infringements Issued:</b>
	<b>Library Management Group Meeting and Draft Budget</b> see attachment package

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
- Recycling Statistics
- Website visitation 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

Recycling Statistics

Website Statistics (The Grove Library, Shire of Peppermint Grove)

**Building applications determined for the month of May 2026**

Application Number	Location	Description	Decision
BA2026/001011	44 Keane Street	Alterations to a Roof and Rooftop Service Deck	Approved
BA2026/001015	22 The Esplanade	Alterations and Additions to a Single House (Patio)	Approved
BA2026/001016	14 McNeil Street	Shade Sail	Approved
BA2026/001017	149 Forrest Street	Alterations and Additions to a Single House (Bathroom/Ensuite and Carport Conversion to Sunroom)	Approved
BA2026/001019	29 Hurstford Close	Pergola	Approved
BA2026/001020	Tenancy 39A, Cottesloe Central Shopping Centre 460-476 Stirling Highway	Office Fit Out	Approved

**Planning Applications Determined May 2026**

Application Number	Location	Description	Discretion Sought	Decision
DA2026/00003	31 Irvine Street	Single House and Ancillary Works (Street Fence, Removal of a Verge Tree)	Plot ratio, lot boundary setback, site works, street wall (pillar width), dividing fencing (height), sightlines, landscaping, and removal of a verge tree	Approved under s257C (Single House Development)
DA2026/00006	42 Johnston Street	Alterations and Additions to a Single House	Street setback, lot boundary setback, landscaping, and street walls and fences	Approved under s257C (Single House Development)
DA2026/00010	22 The Esplanade	Alterations and Additions to a Single House (Patio)	Nil	Approved under Delegation
DA2026/00009	41B Irvine Street	Alterations and Additions to a Single House	Street setback et. al	Approved under s257C (Single House Development)
DA2026/00011	19 Hurstford Close	Alterations to a Single House	Street setback, garage door width	Approved under s257C (Single

		(Garage) and Street Wall		House Development)
DA2026/00012	14 McNeil Street	Shade Sail	Nil	Approved under Delegation
DA2024/00018	17 Keane Street	Third Amendment to a Single House Development (Alterations to a Basement)	Nil	Approved under Delegation

**Miscellaneous Approvals and Matters May 2026**

Location	Description	Decision
Tenancy 16 Cottesloe Central Shopping Centre, 460-476 Stirling Highway	Primetime Cottesloe Nails and Spa Skin Penetration Premise Registration	Approved
16 View Street	WAPC referral for Amalgamation of Two Lots	Unconditional Support
RFBYC – 1 Hobbs Place	DBCA referral for Replacement of Jetties D, E & F	Conditional Support
14 McNeil Street (PLC)	WAPC referral for Amalgamation of Five Lots	Unconditional Support


**Infringements Issued and Compliance Matters May 2026**

Location	Breach	Amount
494 Stirling Highway	Cancellation of Registration of Food Premise	N/A
McNeil Street	Stopping Within Continuous Yellow Lines	\$100

**Library Statistics May 2026**

Library Stats	May 2026	May 2025	May 2024
Loans	20,815	21,541	20,155
New Borrowers Registered	102	76	187

**Recycling Statistics May 2026**

<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="font-size: 24pt; font-weight: bold;">Recycling Recovery</div>  </div>		
May 2026		
PRODUCT	Product - Percentage	Product - Tonnes
AL CANS	0.33	0.04
MIXED PAPER	19.38	2.09
ONP	0.00	0.00
OCC - CARDBOARD	24.10	2.60
STEEL	3.03	0.33
GLASS	21.44	2.31
MIXED PLASTICS	1.37	0.15
PET	0.81	0.09
HDPE	1.34	0.14
<b>TOTAL RECOVERED</b>	<b>71.80</b>	<b>7.74</b>
WASTE / CONTAMINATION	28.20	3.04
<b>MONTHLY TOTAL</b>	<b>100.00</b>	<b>10.78</b>

**Monthly Website Statistics – May 2026**

<b>The Grove Library</b>	<b>Total Users: 2226</b>	<b>New Users: 1894</b>
<b>Shire of Peppermint Grove</b>	<b>Total Users: 1375</b>	<b>New Users: 1276</b>

**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 8.5**

**Moved:**

**Seconded:**

**That Council receives the information in this report.**

**9.0 COMMITTEE REPORTS**

**10.0 NEW BUSINESS INTRODUCED BY DECISION OF COUNCIL**

**11.0 MOTIONS ON NOTICE**

**12.0 CONFIDENTIAL ITEMS OF BUSINESS**

**12.1 CEO ANNUAL PERFORMANCE REVIEW – CONFIDENTIAL**

This matter is considered confidential under Section 5.23 (2)-(b) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or employees.

**OFFICER RECOMMENDATION– ITEM NO 12.1**

**Moved:**

**Seconded:**

**That Council considers the confidential report in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995**

**13.0 CLOSURE OF MEETING**

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