



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 25<sup>th</sup> August 2026 commencing at 5:30pm. The agenda for the Ordinary Council Meeting is attached.

Yours Faithfully,

Mr Don Burnett

**CHIEF EXECUTIVE OFFICER**

20<sup>th</sup> August 2026



Peppermint Grove  
*The Garden Shire*

## **ORDINARY COUNCIL MEETING**

**To be held:**

**05:30pm Tuesday 25<sup>th</sup> August 2026**

**Shire of Peppermint Grove**

**1 Leake Street**

**Peppermint Grove WA 6011**



Peppermint Grove  
*The Garden Shire*

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# Peppermint Grove

## The Garden Shire

### 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 read 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    |
| Chief Executive Officer                  | Mr D Burnett   |
| Manager Corporate and Community Services | 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**

Elected Member

Cr D Singleton

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

**8.0 OFFICERS REPORTS****8.1 LIST OF ACCOUNTS PAID JULY 2026****ATTACHMENT DETAILS**

| <b>Attachment No</b> | <b>Description</b>                                       |
|----------------------|----------------------------------------------------------|
| <b>Attachments</b>   | <b>Accounts Paid – July 2026 –see attachments</b>        |
|                      | <b>Credit Card Expenses – July 2026- see attachments</b> |

|                        |   |                                                          |
|------------------------|---|----------------------------------------------------------|
| Voting Requirement     | : | Simple Majority                                          |
| Subject Index          | : | Financial Management                                     |
| Disclosure of Interest | : | Nil                                                      |
| Responsible Officer    | : | Jeremy Clapham, Manager Corporate and Community Services |
| Authorising Officer    | : | Don Burnett, 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 July 2026:

- Professional Tree Surgeons – tree removal and pruning \$24,483.25
- Superchoice – superannuation - \$20,345.00
- WMRC – Waste and recycling services (including service delivery charge for 26/27 of 40k) \$64,697.80
- LGIS – 50% of insurance for 26/27 \$71,456.67
- Superchoice – superannuation \$21,151.87
- WALGA – annual subscriptions \$23,434.96

**Background**

The Attachment list details all payments made in July 2026 and credit card transactions for July 2026 (paid in August 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                      | EFT00148 – EFT00154 | \$491,528.12        |
| Direct Debits            | DD00184 – DD00191   | \$21,858.45         |
| BPAY                     |                     | \$0                 |
| Credit Cards – June 2026 |                     | \$8,507.46          |
| Payroll                  |                     | \$118,574.98        |
| Bank charges             |                     | \$428.23            |
| <b>TOTAL</b>             |                     | <b>\$640,897.24</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 2026/27 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 July 2026.**

**8.2 FINANCIAL STATEMENTS FOR PERIOD ENDING 31<sup>ST</sup> JULY 2026****ATTACHMENT DETAILS**

| Attachment No | Description                                                                    |
|---------------|--------------------------------------------------------------------------------|
| Attachments   | Monthly financial Report for the period ended 31st July 2026 - see attachments |

|                        |                                                            |
|------------------------|------------------------------------------------------------|
| Voting Requirement     | : Simple Majority                                          |
| Subject Index          | : Financial Statements for the Period ended 31st July 2026 |
| Disclosure of Interest | : Nil                                                      |
| Responsible Officer    | : Jeremy Clapham, Manager Corporate and Community Services |
| Authorising Officer    | : Don Burnett, Chief Executive Officer                     |

**Purpose of Report**

To receive the monthly financial statements for the period ended 31st July 2026.

**Summary and Key Issues**

- The surplus at 31st July 2026 is \$4,296,851, which is \$209,618 more than budget.
- The main reason for the large surplus at 31<sup>st</sup> July 2026 is due to rates for 2026/27 being raised.
- The opening surplus for the year is \$510,127, which may change due to year end adjustments and audit adjustments.
- The library audit has been completed for 2025-26.

**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 31st July 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> July 2026 is \$4,296,851, which is \$209,618 more than budget. This may change due to year end adjustments or audit adjustment for June 2025-26, thereby changing the opening surplus.

**Officer Comments**

The surplus at 31<sup>st</sup> July 2026 is \$4,296,851, which is \$209,618 more than budget. The main reasons for the variance are: a grant of \$120,000 from DPIRD for a PSHB treatment plan that was not budgeted for and an underspend in operating expenditure of \$75,000. The reason for the large variance at 31<sup>st</sup> July 2026 is that rates were raised in July 2026. This surplus will reduce over the financial year, as the Shire incurs more expenditure than income. The opening surplus for the year is \$510,127, which may change due to year end adjustments and audit adjustments. The library audit for 2025/26 has been completed, and although it is not a statutory audit, it was signed off with a clean bill of health.

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

| <b>Fund</b>              | <b>Purpose</b>  | <b>Amount Invested</b> | <b>Start Date</b> | <b>Maturity Date</b> | <b>Term (Days)</b> | <b>Interest Rate %</b> | <b>Expected Interest for the year</b> |
|--------------------------|-----------------|------------------------|-------------------|----------------------|--------------------|------------------------|---------------------------------------|
| Corporate Cheque Account | Municipal Funds | \$807,506.25           | Ongoing           | Ongoing              | N/A                | 4.4%                   | \$92,000                              |
| Term Deposit             | Reserve Funds   | \$2,127,878            | 24/6/2026         | 22/12/2026           | 276                | 5.30%                  | \$87,243                              |

**OFFICER RECOMMENDATION– ITEM NO 8.2****Moved:****Seconded:**

**That Council receives the monthly financial statements for the period ended 31st July 2026.**

### 8.3 DRAFT GARDEN SHIRE LOCAL PLANNING STRATEGY 2026

#### ATTACHMENT DETAILS

| <u>Attachment No</u>   | <u>Description</u>                                                         |
|------------------------|----------------------------------------------------------------------------|
| <b>Attachment No.1</b> | Improvement Plan No.65 – Cottesloe Station Precinct Map – see attachments  |
| <b>Attachment No.2</b> | Part 1 of the Draft Garden Shire Local Planning Strategy - see attachments |
| <b>Attachment No.3</b> | Part 2 of the Draft Garden Shire Local Planning Strategy- see attachments  |

|                        |   |                                                        |
|------------------------|---|--------------------------------------------------------|
| Location               | : | Shire-wide                                             |
| Land Use               | : | Draft Garden Shire Local Planning Strategy 2026 (DLPS) |
| Voting Requirement     | : | Simple Majority                                        |
| Disclosure of Interest | : | Declaration not required due to being Shire-wide       |
| Previous Items         | : | Item 3.3, Concept Forum dated July 2026                |
| Assessing Officer      | : | Mr P Zadeian                                           |
| Authorising Officer    | : | Mr J. Gajic                                            |

#### PURPOSE OF REPORT

This report recommends Council undertake preliminary community consultations with a strong focus on the key growth scenarios to be contained within Part 2 (Background and Information Analysis), of the Draft Local Planning Strategy 2026 (the '*Draft Strategy*').

It also recommends Council adopt and promote a preference for '*Option B*' growth scenario as a basis for responding to Improvement Plan No.65 – Station Precincts and the intended base R30 residential coding.

#### SUMMARY AND KEY ISSUES

- In 2017, the Western Australian Planning Commission (WAPC) endorsed the Shire's current Local Planning Strategy.
- In December 2023, the WAPC approved the Shire's *Report of Review*, subject to a review of all residential densities to enable more housing.
- Since then, the Shire's Concept Forum has considered several growth scenarios with dwelling yields that more than double the Shire's current housing stock.
- The Shire has presented its preferred '*moderate*' growth strategy to the Minister for Planning and the WAPC, which is now reflected in the core of Cottesloe Station Precinct.
- In June 2026, the State government released Improvement Plan No.65 - Station Precincts, outlining a core and frame around Mosman Park and Cottesloe Train Stations.

- In July 2026, the Minister declared that from 2027 all new or amending local planning schemes will be required to have a R30 base zone residential coding.
- This Draft Strategy is based on sound town planning principles that responds to Draft Improvement Plan No.65 – Station Precincts and the R30 base zone residential coding.

## BACKGROUND

Under the *Planning and Development Act, 2005*, the Shire has a statutory responsibility to frame and guide its long-term planning directions over the next 10-15 years, which is to be qualified by a local planning strategy. Part 3 of the Planning and Development (Local Planning Schemes) Regulations, 2015 prescribes the structure and content of Local Planning Strategies.

The Shire's current Local Planning Strategy was endorsed by the Western Australian Planning Commission (WAPC) in 2017 and is now overdue for its five (5) yearly review. In December 2023, the WAPC approved the Shire's *Report of Review*, which sets out structural changes to the local planning framework, subject to a direction that:

*"... the dwelling targets required by the Central Sub-regional Planning Framework have not been achieved within this five-year review timeframe, and that the Shire would therefore prioritise the review of the density code allocation across the scheme area and pursue opportunities for more residential development."*

Since then, work on the Draft Strategy progressed in accordance with WAPC directions and guidelines as well as bilateral discussions with Department of Planning, Lands and Heritage (DPLH). However, the Draft Strategy has been deferred several times to instead give priority to urgent planning scheme amendments for:

- New Short Stay Rental Accommodation (SRTA) provisions;
- Draft Cottesloe Village Precinct Structure Plan, which remains with the WAPC for its consent to advertise;
- Recent planning reforms including Draft Improvement Plan No.65 - Station Precincts and R30 base residential codings for all new and amended planning schemes.

## CONSULTATION

The Draft Strategy must ensure that any future land use change is balanced with community aspirations and the requirements of planning legislation. It must also implement broader State policy requirements at a local level with respect for the '*garden suburb*' context of the Shire.

The Shire has presented its preferred '*moderate*' growth strategy to the Minister for Planning, the Chair and full bench of the WAPC (separately) and senior officers of DPLH. The core outline of the Cottesloe Station Precinct reflects the Shire's '*moderate*' growth scenario.

Although comprehensive and credible, the Draft Strategy has not yet been tested with the local community. Part 4.4 of WAPC's Local Planning Strategy Guidelines 2023, states that upon completion of Part 2 – Background and Information Analysis of the Draft Strategy:

*“the Local government is strongly encouraged to undertake its first round of stakeholder consultation with members of the community and relevant government agencies and other relevant stakeholders. It is recommended that preliminary consultation occurs prior to and in addition to formal advertising requirements specified in the Regulations.”*

In this regard, it is recommended that the Shire proceed to test the series of planning directions and actions which will be the basis of an omnibus amendment to the Shire's Local Planning Scheme No.4 (LPS4).

Specifically, it is recommended that the Shire organise facilitated community workshops to gain feedback on the suite of planning directions and actions within the Draft Strategy, namely:

- a) Responses to key growth scenarios to be included within Part 2 of the Draft Strategy;
- b) Specific responses to Improvement Plan No.65 – Station Precincts;
- c) To advocate and promote a preference for 'Option B' growth scenario as a basis for negotiating and / or responding to the core and frame of the Cottesloe Station Precinct;
- d) To advocate a Special Control Area from the laneway west of View Street to the Freshwater Bay foreshore in order to conserve and retain the core heart of the Garden Shire;
- d) To report back to Council the issues raised and any proposed modifications to the Draft Strategy before seeking WAPC's certification and consent to advertise.

#### **STRATEGIC IMPLICATIONS**

There are strategic implications for the Shire's urban structure, including its Garden Shire tree canopy cover, built form character and high residential amenity.

#### **LOCAL PLANNING POLICY IMPLICATIONS**

There are local planning policy implications associated with the Draft Strategy, including a full review of the Shire's local policy framework and residential zonings, densities and built form transitions.

#### **STATUTORY IMPLICATIONS**

There may be statutory implications, including the Shire's delegated authority under the *Planning and Development Act, 2005*, to determine certain development applications within the core and/or frame of Draft improvement Plan No.65 – Station Precincts.

## FINANCIAL IMPLICATIONS

There are no immediate financial implications arising from this report. The costs of community engagement and obtaining strategic advice will be identified in the mid-year budget review.

## OFFICER COMMENT

To frame and guide the long-term planning directions for the Shire over the next 10-15 years. The aims of the Draft Strategy can be summarised as to:

- Set out the strategic planning directions over the next 10-15 years, reviewed every 5 years;
- Identify where, how and why more detailed planning is required; and
- Address all the relevant planning and development issues and opportunities.

The Draft Strategy will inform an omnibus amendment to the Shire's LPS4. It is the centre piece of the Shire's local planning framework and is an informing strategy under the Shire's Integrated Planning and Reporting Framework (IPRF).

The culmination of years of research and development, this Draft Strategy has also been shaped by the recent publication of Draft Improvement Plan No.65 – Station Precincts and the Minister's R-Codes reform package including R30 base zone coding for new planning schemes.

The Draft Strategy is required to be structured into following State planning themes:

| Planning Themes |                                      | Planning Elements                                                                                                                                  |
|-----------------|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.2             | Community, Urban Growth & Settlement | <ul style="list-style-type: none"> <li>▪ Housing</li> <li>▪ Heritage &amp; Culture</li> <li>▪ Community Infrastructure</li> </ul>                  |
| 3.3             | Economy & Employment                 | <ul style="list-style-type: none"> <li>▪ Cottesloe Activity Centre</li> <li>▪ Stirling Highway Corridor</li> </ul>                                 |
| 3.4             | Environment                          | <ul style="list-style-type: none"> <li>▪ Natural Areas</li> <li>▪ Landscape Values &amp; Tree Retention</li> <li>▪ Foreshore Protection</li> </ul> |
| 3.5             | Physical Infrastructure              | <ul style="list-style-type: none"> <li>▪ Integrated Public Transport</li> <li>▪ Roads, Laneways and rights-of-ways</li> <li>▪ Utilities</li> </ul> |

Each planning theme has a planning direction(s) outlined in tabular format. Each planning direction is supported by an action(s), that outlines what is proposed and how it is to be undertaken in terms of rationale and timeframes.

The Draft Strategy reveals that the Shire's 480 dwelling infill housing target set by the 2018 Central Sub-Regional Planning Framework is unlikely to be achieved under the current local planning policy framework, and that the Shire's housing effort needs to increase.

In response, this Draft Strategy outlines structural changes to accelerate, expand and intensify the Shire's housing effort within the sub-regional context of the Western Suburbs, wherein the Shire's function is largely low density residential. It is designed to reinforce the Shire's garden suburb attributes, in the context of Draft Improvement Plan No.65 – Station Precincts.

Specifically, the '*Option B*' growth strategy is recommended, involving up to 1,242 new dwellings at 70% take-up rate. In effect, this structural change will increase the Shire's housing effort by up to 202.5% of its current housing stock, with more housing types and styles.

The '*Option B*' growth strategy also includes a Special Control Area from the laneway west of View Street to the Freshwater Bay foreshore in order to secure and conserve the core heart of the Garden Shire, which is a highly sought after place to live and work.

The laneway west of View Street is considered to be an appropriate boundary for the frame of the Cottesloe Station Precinct and western edge of the Special Control Area. Named for the clear views once be enjoyed over Freshwater Bay, View Street runs along the natural high ridgeline of the land and follows part of the original colonial path from Perth to Fremantle.

The land between the laneway and View Street now contains an abundance of historically significant houses varying in styles such as Queen Anne and Mediterranean influenced architecture from the 'Garden Suburb' ideal.

The Special Control Area aims to retain the Shire's prevailing planning controls for plot ratio, building heights, street setbacks, side and rear setbacks, single crossovers and tree canopy. It may also seek to retain minimum lot sizes within the current R10 and R15 residential zonings.

When combined, the effect of the proposed structural changes within the Draft Strategy will:

- |                                                                                       |                                                                                            |
|---------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| ✓ Retain the high residential amenity, history and tree canopy of the Garden Shire    | ✓ Provide a density transition area (R30 – R80) within the frame of Improvement Plan No.65 |
| ✓ Intensify mixed-uses along Stirling Highway                                         | ✓ Enable seamless built form transitions                                                   |
| ✓ Intensify landuses, building heights and forms within the Cottesloe District Centre | ✓ Optimise integrated public transport                                                     |

In line with WAPC's guidelines on preparing local planning strategies, it is considered prudent to test the Draft Strategy through preliminary public consultations. This process will settle the Shire's optimal growth approach to be advocated in Part 1 of the Draft Strategy.

A report back to Council on the findings and recommendations for modifications arising from the preliminary public consultations will be prepared. The modified Draft Strategy will then be referred to the WAPC for its consent to a formally advertise through extensive community consultations. A schedule of submissions and any proposed modifications will be reported back to WAPC for its final certification and publication of the Strategy.

**FURTHER INFORMATION PROVIDED AFTER 11 AUGUST AGENDA BRIEFING FORUM**

On 11 August 2026, the WAPC informed the Shire that it had resolved to prepare the Improvement Scheme authorised by Improvement Plan No. 65, gazetted on 28 July 2026.

Subject to the Minister for Planning's approval, the improvement scheme is expected to be advertised later this year for a period of 90 days, during which input from Shire will be welcomed. Once approved, the Station Precincts Improvement Scheme will replace the Metropolitan Region Scheme and amend the Shire's LPS4.

In response, the Officer's recommendation has been revised and updated to provide real-time response to the WAPC's resolution with amendments highlighted in tracked changes. Changes to the Officer's Recommendation are shown in italics

In addition, Part 2 of the Preliminary Draft Local Planning Strategy has been revised to clarify and strengthen the Garden Shire narrative in relation to:

- Heritage conservation
- Minor administrative corrections
- The case for a special control area
- The capacity of Rights-of-Ways (ROWs)

The intent of the proposed recommendation is to formally trigger the Shire's local planning strategy development process in full view of Improvement Plan No.65 and through the lens of the Shire's approved Report of Review requiring an omnibus scheme amendment to LPS4.

Feedback from this preliminary round of community consultations will shape the Shire's final draft local planning strategy including optimal zonings, density transitions and dwelling yields within the frame and core of the Improvement Scheme, and in the context of the entire Shire scheme area.

Specifically, preliminary consultations will help refine options and strategies to be included within the final Draft of Part 2 – Background and Information Analysis, as well as settle the planning directions and actions within the final Draft of Part 1 of the local planning strategy.

After the preliminary consultations process, the Shire may be in a position to formally submit its final draft Local Planning Strategy, with community confidence, to the WAPC seeking its consent to formally advertise with and as part of the omnibus local planning scheme amendment.

Alternatively, and/or simultaneously, it may also be used during the intended 90-day public exhibition of the Draft Improvement Scheme – Station Precincts to advocate and negotiate optimal zonings, density transitions and dwelling yields in a proactive, timely and credible way.

**OFFICER RECOMMENDATION– ITEM NO 8.3****That Council:**

1. Prepare the Garden Shire Preliminary Draft Local Planning Strategy 2026 in accordance with Clause 11 of the Planning and Development (Local Planning Schemes) Regulations, 2015.
2. Undertake preliminary consultations with the Shire community and relevant State government agencies, particularly in response to key growth scenarios to be included within the Final Draft Local Planning Strategy 2026.
3. Delegate authority to the Chief Executive Officer to organise facilitated community workshops to evaluate preliminary community feedback, with a strong focus on the key growth scenarios to be contained within *the final Draft Part 2* (Background and Information Analysis), of the Final Draft Local Planning Strategy 2026.
4. Advocate and promote a preference for the '*Option B*' growth scenario *contained within the Preliminary* Draft Local Planning Strategy 2026 as a basis for negotiating optimal zonings, density transitions and dwelling yields in the frame and core of the Improvement Scheme area as authorised by Improvement Plan No.65 – Station Precincts.
5. Advocate and promote a Special Control Area from the laneway west of View Street to the Freshwater Bay foreshore on the eastern edge and outside the frame of the Improvement Scheme area – Station Precincts.

This Special Control Area aims to secure and conserve the core of the Garden Shire by retaining current planning controls for plot ratio, building heights, street setbacks, side and rear setbacks, single crossovers, minimum lot sizes and tree canopy currently prescribed within R10 and R15 zones of the Shire's Local Planning Scheme 4.

6. At the conclusion of preliminary public consultations receive a report back on the issues raised and any proposed modifications before furnishing a copy of the Shire's Final Draft Local Planning Strategy 2026 to the Western Australian Planning Commission for its *consent to formally advertise and certify* in accordance with clause 12 of the Planning and Development (Local Planning Schemes) Regulations 2015.

**8.4 MATTERS FOR INFORMATION AND NOTING****ATTACHMENTS DETAILS**

| <b><u>Attachment Number</u></b> | <b><u>Details</u></b>                                                    |
|---------------------------------|--------------------------------------------------------------------------|
| Attachment 1                    | Building/Planning/Library Statistics and Infringements Issued: see below |

|                        |   |                                            |
|------------------------|---|--------------------------------------------|
| 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

WRMC Statistics

**Building Applications Determined July 2026**

| Application Number | Location           | Description                                                                                                | Decision |
|--------------------|--------------------|------------------------------------------------------------------------------------------------------------|----------|
| BA2026/001024      | 6 The Esplanade    | Modifications to Forward Works Associated with a Single House (Eastern and Southern Boundary Piling Works) | Approved |
| BA2026/001023      | 54 Johnston Street | Single House and Ancillary Works                                                                           | Approved |

**Planning Applications Determined July 2026**

| Application Number | Location         | Description                  | Discretion Sought | Decision                                                   |
|--------------------|------------------|------------------------------|-------------------|------------------------------------------------------------|
| DA2026/00014       | 52 The Esplanade | Boundary Wall (Right-of-Way) | Fencing Height    | Refused by Council (CEO Delegated to Approve Lower Design) |

**Subdivisions Determined by the WAPC July 2026**

| Application Number | Location | Description | Decision |
|--------------------|----------|-------------|----------|
| N/A                | N/A      | N/A         | N/A      |

**Miscellaneous Approvals and Matters July 2026**

| Location                                       | Description                                                                                    | Decision |
|------------------------------------------------|------------------------------------------------------------------------------------------------|----------|
| Tenancy 16A Cottlesloe Central Shopping Centre | Registration of a Skin Penetration Premises                                                    | Approved |
| DA2025/00014                                   | Revised Plans Endorsed Identifying Acoustic Screens for AC Outdoor Units at 54 Johnston Street | Approved |

**Infringements Issued and Compliance Matters July 2026**

| Location       | Breach                                | Amount |
|----------------|---------------------------------------|--------|
| Forrest Street | Parking Contrary to a No Parking Sign | \$80   |
| Forrest Street | Parking Contrary to a No Parking Sign | \$80   |

**Library Statistics for July 2026**

| Library Stats            | July 2026 | July 2025 | July 2024 |
|--------------------------|-----------|-----------|-----------|
| Loans                    | 21,434    | 21,908    | 22,968    |
| New Borrowers Registered | 89        | 103       | 115       |

**Monthly Website Statistics July 2026**

|                                  |                          |                        |
|----------------------------------|--------------------------|------------------------|
| <b>The Grove Library</b>         | <b>Total Users: 2667</b> | <b>New Users: 2334</b> |
| <b>Shire of Peppermint Grove</b> | <b>Total Users: 1646</b> | <b>New Users: 1557</b> |

**Western Metropolitan Regional Council Waste Update****Annual Budget Adoption**

Adopted at Special Meeting on 2 July. Key features include:

- **Balanced Budget Position** – a modest surplus of \$5,702 is projected.
- **Capital Investment** – New capital works totalling \$750,000 are proposed. This includes the installation of a second static waste compactor at an estimated cost of \$490,000.
- **Reserve Contributions** – Net contributions to reserves of \$310,000.
- **Unit Rates** – charge rates for the various waste streams for member councils set on a full cost recovery basis. Other customers pay a margin.

**Waste to Energy**

The East Rockingham Waste to Energy plant is now under commissioning. The WMRC provided the very first deliveries of residual waste, building up the waste bunker. First fire with waste occurred on 16 July.

WMRC no longer delivers any residual waste to landfill.

**DiCOM Deconstruction**

Legal notice has been given to DiCOM that the WMRC is now exercising its rights to remove and dispose of the DiCOM facility and to make-good the site. The WMRC is now proceeding with arrangements to sell items, utilising the funds to undertake the works.

**Second Waste Compactor**

Tenders close tomorrow (29 July) for the installation of another static compactor. This will allow the full retirement of the silo system.

**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 no 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 8.4**

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

**9.0 COMMITTEE REPORTS****9.1 2025 COMPLIANCE AUDIT RETURN****ATTACHMENT DETAILS**

| <u>Attachment No</u> | <u>Details</u>                                     |
|----------------------|----------------------------------------------------|
| Attachment           | Compliance Audit Return for 2025 - see attachments |

|                            |                                                   |
|----------------------------|---------------------------------------------------|
| Voting Requirement         | Simple Majority                                   |
| Subject Index              | Financial management Audit                        |
| Disclosure of any Interest | Nil                                               |
| Responsible Officer        | J Clapham, Manager Corporate & Community Services |
| Authorising Officer        | D Burnett, Chief Executive Officer                |

**PURPOSE OF REPORT**

The purpose of this report is to present to Council the 2025 Compliance Audit Return (CAR) for endorsement.

**SUMMARY AND KEY ISSUES**

The Compliance Audit Return comprises of a number of questions in regard to the Shire's compliance with regulation. There were no identified areas of non-compliance.

**BACKGROUND**

Completion of the Compliance Audit Return is a Statutory requirement and requires endorsement by the ARIC and adoption by Council.

Following the CAR being presented to Council, a certified copy of the return (signed by the Shire President and CEO), along with the relevant section of the minutes and any additional information be submitted to the Local Government Inspector no later than 30 September 2026.

**CONSULTATION**

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

**STRATEGIC IMPLICATIONS**

There are no Strategic Plan implications evident at this time.

**POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

**STATUTORY IMPLICATIONS**

Local Government (Audit) Regulations 1996- Clauses 14 and 15

**14. Compliance audits by local governments**

*(1) A local government must carry out an audit (a compliance audit) of the local government's compliance with the statutory requirements prescribed by regulation 13 for the period beginning on 1 January and ending on 31 December in each year.*

*(1A) Subregulation (1) is subject to regulation 15A.*

*(2) After a local government has carried out a compliance audit, the CEO must —*

*(a) prepare a compliance audit return in a form approved by the Inspector; and*

*(b) give a copy of the compliance audit return to the local government's audit, risk and improvement committee.*

*(3) The audit, risk and improvement committee must —*

*(a) review the compliance audit return; and*

*(b) report to the council the results of that review.*

*(4) When reporting to the council, the audit, risk and improvement committee must make any recommendations that the committee considers appropriate in relation to the compliance audit return.*

*(5) The council must consider the compliance audit return and the results of the audit, risk and improvement committee's review (including any recommendations) at a meeting of the council.*

*(6) The council must —*

*(a) determine if any matters raised by the audit, risk and improvement committee require action to be taken by the local government; and*

*(b) either —*

*(i) adopt the compliance audit return; or*

*(ii) adopt the compliance audit return subject to amendments proposed by the council*

**15. Signed compliance audit return and other information must be given to Inspector**

*(1) After a compliance audit return has been adopted by the council under regulation 14(6)(b), the local government must give the following information to the Inspector —*

*(a) a copy of the compliance audit return (or amended compliance audit return, if applicable), signed by the mayor or president and by the CEO;*

*(b) any recommendations made under regulation 14(4) after the audit, risk and improvement committee has reviewed the compliance audit return;*

- (c) a copy of the relevant section of the minutes of the meeting at which the compliance audit return was adopted by the council;*
- (d) any additional information explaining or qualifying the compliance audit.*
- (2) The information must be given to the Inspector no later than 31 March next following the period to which the return relates.*
- (3) The Inspector may extend the 31 March deadline.*
- [Regulation 15 inserted: SL 2025/211 r. 14.]*
- 15A. Inspector may limit prescribed statutory requirements to be covered by compliance audit*
  - (1) In this regulation —*
    - period means a period for which a compliance audit is required under regulation 14(1) that begins on or after 1 January 2026;*
    - prescribed statutory requirement means a statutory requirement prescribed by regulation 13.*
  - (2) The Inspector may, in respect of a period, determine that a compliance audit —*
    - (a) is not to cover all of the prescribed statutory requirements; and*
    - (b) is instead to cover only the prescribed statutory requirements specified in the determination.*
  - (3) The determination must be reflected in the form approved under regulation 14(2)(a) for the period.*
  - (4) Subregulation (5) applies if —*
    - (a) the Inspector makes determinations under subregulation (2) in respect of 3 consecutive periods; and*
    - (b) there is a prescribed statutory requirement that is specified under subregulation (2)(b) in none of those determinations.*
  - (5) If the Inspector makes a determination under subregulation (2) in respect of the period immediately after the 3 consecutive periods, the prescribed statutory requirement referred to in subregulation (4)(b) must be specified under subregulation (2)(b) in that determination (without limiting the other prescribed statutory requirements that may*

## **FINANCIAL IMPLICATIONS**

There are no financial implications evident at this time.

## **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

## **SOCIAL IMPLICATIONS**

There are no social implications at this time.

### **OFFICER COMMENT**

The 2025 CAR consisted of a number of questions within the following compliance areas:-

- Local Government Act 1995
- Local Government (Administration) Regulations 1996
  
- Local Government (Audit) Regulations 1996
- Local Government (Constitution) Regulations 1998
- Local Government (Elections) Regulations
  
- Local Government (Financial Management) Regulations 1996
- Local Government (Functions and General) Regulations 1996

There were no matters of non-compliance.

### **OFFICER RECOMMENDATION– ITEM NO 9.1**

That Council endorses the 2025 Compliance Audit Return.

### **COMMITTEE RECOMMENDATION– ITEM NO 9.1**

**Moved:**

**Seconded:**

That Council endorses the amended 2025 Compliance Audit Return, with answers to the questions below changed from Yes to N/A:

- s. 5.16(1) Were all delegations to committees resolved by absolute majority?
- s. 5.17 Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1997?
- s. 5.18 Were all delegations to committees recorded in a register of delegations?

## 9.2 ARIC MATTERS FOR INFORMATION AND NOTING

### ATTACHMENT DETAILS

| Attachment No | Description                                                                                                                                                                                          |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Attachments   | ICT Review – Confidential<br>CHIPS Reports – Confidential<br>ICT Security Reports – Confidential<br>Phishing Exercise Results – Confidential<br>ARIC and Reg 19D Guidance document - see attachments |

|                            |                                                        |
|----------------------------|--------------------------------------------------------|
| Voting Requirement         | Simple Majority                                        |
| Subject Index              | Financial management Audit                             |
| Disclosure of any Interest | Nil                                                    |
| Responsible Officer        | Jeremy Clapham, Manager Corporate & Community Services |
| Authorising Officer        | Don Burnett, CEO                                       |

### PURPOSE OF REPORT

The Shire of Peppermint Grove regularly receives and produces information for receipt by the ARIC (Audit, Risk and Improvement Committee) Members. The purpose of this item is to keep ARIC Members informed on items of information received and produced by the Shire.

### SUMMARY AND KEY ISSUES

- The Shire has contracted Cohesis to carry out an ICT review and health check.
- The Australian Signals Directorate provides quarterly CHIPS (Cyber Hygiene Improvement Programs) reports for the Shire.
- Integrated ICT provides the Shire monthly security reports.
- A phishing exercise was carried out by ICT in July 2026.
- LGIS sent out a guidance document relating to ARIC's and Reg 19D.

### CONSULTATION

Consultation with LGIS, Cohesis,, Tango IT and Integrated ICT took place in regard to obtaining the information included in this report.

### STRATEGIC IMPLICATIONS

Strategic Priority 5- Governance

*Item 5.1- Continue to monitor the financial sustainability of the Shire's resources*

**POLICY IMPLICATIONS**

Financial Management Policies

**STATUTORY IMPLICATIONS.**

Local Government (Financial Management) Regulations 1996.

**FINANCIAL IMPLICATIONS**

Budgeted costs to undertake the ICT review.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

**SOCIAL IMPLICATIONS**

There are no Social Implications identified at this time.

**OFFICER COMMENT**

**ICT Review**

The Shire has an approved internal audit plan, with the ICT review being the first of 3 internal audits to take place. 3 submissions for the ICT Review were received, with management selecting Cohesis to carry out the review. The review will be completed before the end of December 2026. Results of the review will be brought to the ARIC when available.

**CHIPS Reports**

The Australian Signals Directorate (ASD) provides the Shire information on any cyber threats taking place and also provides quarterly CHIPS reports. These reports highlight any concerns in the Shire's security network. Any issues raised are brought to the attention to ICT for any remedial action to be carried out. In May 2026 the CHIPS report was forwarded to ICT for advice on an issue that was raised. ICT carried out remedial action in this regard (please see email attached).

**ICT Security Reports**

ICT provides monthly security reports which highlight any issues picked up in our ICT networks. Attached are the security reports for June 2026 with no security issues picked up.

**Phishing Exercise – July 2026**

A phishing exercise was carried out by ICT in July 2026 as per the contract with ICT. No staff had prior knowledge of the exercise in order to make it as authentic as possible. The results were very good, with only 1 person clicking on the link in the phishing email (that person did not enter any information in the link). The exercise was carried out with all staff and elected members. Further training will be provided in this regard and another phishing exercise will be carried out later in the year.

**ARIC and Reg 19D guidance document**

LGIS (Local Government Insurance Scheme) provided the Shire with a document which included frequently asked questions in regard to ARIC's and Reg 19D regulations. It is attached for members information.

**OFFICER/COMMITTEE RECOMMENDATION – ITEM 9.2****Moved:****Seconded:****That Council receives the information in this report.**

**9.3 ARIC RISK REGISTER AND OUTSTANDING DEBTORS REVIEW****ATTACHMENT DETAILS**

| <b><u>Attachment No</u></b> | <b><u>Details</u></b>                                      |
|-----------------------------|------------------------------------------------------------|
|                             | Risk Register – for councillors                            |
|                             | Aged Accounts Receivable as at 30 June 2026 - Confidential |

Voting Requirement : Simple Majority  
Subject Index : Financial management Audit  
Disclosure of any Interest : Nil  
Responsible Officer : Jeremy Clapham, Manager Corporate & Community Services

**PURPOSE OF REPORT**

The purpose of this report is to provide the ARIC committee with documentation relevant to risk management and outstanding debtors at the Shire.

**SUMMARY AND KEY ISSUES**

Risk management is a key issue for any organisation and the Shire seeks to address risk management by keeping various documents up to date in order to keep on top of risk management. Debtors are monitored closely at the Shire, in particular rates debtors.

**BACKGROUND**

In order for the Shire to manage risk in an ever changing and volatile environment, there is a need to ensure that relevant documents are kept up to date and that the risk environment is managed with best practice in mind. Debtors collection at the Shire is monitored closely to ensure minimal outstanding debtors at year end.

**CONSULTATION**

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

**STRATEGIC IMPLICATIONS**

There are no Strategic Implications identified at this time.

**POLICY IMPLICATIONS**

Financial Management Policies.

**STATUTORY IMPLICATIONS.*****Local Government (Financial Management) Regulations 1996*****FINANCIAL IMPLICATIONS**

Rates debtors at year end are in credit therefore there are minimal financial implications. Credit balances will be carried forward to the following financial year unless the debtor has requested a refund.

**ENVIRONMENTAL IMPLICATIONS**

There are no Environmental Implications identified at this time.

**SOCIAL IMPLICATIONS**

There are no Social Implications identified at this time.

**OFFICER COMMENT**

- **Risk Register** – The Shire has a Risk Register which incorporates the Risk Management and Reporting Tool. The Senior Management Team (SMT) reviews the Risk Register at the end of each month by going through a single identified risk category at each meeting and updating the Key Controls, Current Actions and Indicators. There are 15 risks listed and so far 14 have been reviewed by SMT since December 2024, with 1 remaining. These will all have been reviewed by September 2026.
- **Aged Accounts Receivable as at 30 May 2026 (Confidential Document)** – the attached list shows all of the outstanding debtors as at 30 June 2026, including rates debtors and sundry debtors. Total outstanding debtors is \$78,985.17, which includes debit and credit balances. Credit balances result from over payment or double payment by ratepayers. These ratepayers have been contacted in regard to these balances and if requested, the Shire has refunded them. Some have elected to leave the credit balance to contra the next years rates billing. There is only 1 large debit balance, being \$132,000 by DPIRD for a grant to be used for PSHB (shot hole borer) damage mitigation. The funds for this grant were received in July 2026.

**OFFICER/COMMITTEE RECOMMENDATION – ITEM 9.3**

**Moved:**

**Seconded:**

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

**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.