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 27th October 2026 commencing at 5:30pm. The agenda for the Ordinary Council Meeting is attached.

Yours Faithfully,



Mr Don Burnett

CHIEF EXECUTIVE OFFICER

22nd October 2026

Peppermint Grove
The Garden Shire

ORDINARY COUNCIL MEETING

To be held:

Tuesday 27th October 2026

At 5:30pm

Shire of Peppermint Grove

1 Leake Street

Peppermint Grove WA 6011

Peppermint Grove
The Garden Shire

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1.0 DECLARATION OF OFFICIAL OPENING

At____ pm, the Presiding Member declared the meeting open and requested that the Affirmation of Civic Duty and Responsibility be read aloud by a Councillor and requested the recording of attendance and apologies.

Council recognises that it is permissible to record the Shire's Council and Forum Meetings in the written, sound, vision medium (or any combination of the mediums) when open to the public, however, people who intend to record meetings are requested to inform the Presiding Member of their intention to do so.

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

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

Affirmation of Civic Duty and Responsibility

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

2.0 RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE

2.1 ATTENDANCE

Shire President	Cr K Farley SC
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
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
Deputy Shire President Cr P Dawkins

2.3 LEAVES OF ABSENCE

2.4 NEW REQUEST FOR A LEAVE OF ABSENCE

3.0 DELEGATIONS AND PETITIONS

3.1 Elspeth Clairs, 51 Keane Street, submitted this formal statement to the 22 September 2026 meeting dealing with item 8.3 Peppermint Grove Tennis Club Lease. No questions were asked requiring a response.

See attachment package

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

4.1.1 Question from Jon Fogarty, 6 Bay View Terrace, to the 22 September 2026 meeting dealing with item 8.3 Peppermint Grove Tennis Club Lease.

Q1 Can council please provide any analysis as to the "need" question. As well as revenue expectations, and associated costs, including community costs?

Q1 Answer - The Club has requested approval under its lease with the Shire to consume alcohol. It is seeking a Restricted Club License to be issued under the Liquor Control Act. The Shire understands that the Club is endeavouring to improve its financial sustainability to ensure the Club can manage future operating costs and possible capital improvement projects. The Club does not need to provide the Shire with a summary of the Clubs projected revenue or costs associated with the license.

Q2 Who is expected to attend the restaurant and bar facility over the 6 days to 10pm and 12am?

Q2 Answer – Should the Club get a Restricted Club Liquor License, the license will determine who can purchase alcohol in the clubrooms. Usually this type of license restricts sale to members and guests, with the numbers capped to the capacity of the building. The serving of a meal is not required with this type of license and the Club have not sought to upgrade their kitchen to allow for food preparation to restaurant standard.

Q3 What is the actual benefit of this application to the community?

Q3 Answer - The Club is a community based group, and where possible financial sustainability is a desired outcome. Allowing the Club to grow and improve facilities.

Q4 What message is council sending to our 11yo &12yo &13yo &14yo &15yo &16yo daughters and sons?

Q4 Answer – The Club's license with require the Club to ensure responsible service of alcohol is adhered too.

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 22nd September 2026 be confirmed as a true and accurate record.

8.0 OFFICERS REPORTS

8.1 LIST OF ACCOUNTS PAID – PERIOD ENDING 30 SEPTEMBER 2026

ATTACHMENT DETAILS

Attachment No	Description
Attachments	**Accounts Paid – September 2026 -** Payment details - September 26.pdf: See attachment package **Credit Card Expenses – September 2026 –** Credit Cards - September 26.pdf: 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	:	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 September 2026:

- Superchoice – superannuation - $21,228.18
- ATO – BAS for August 2026 $55,303
- Superchoice – superannuation $21,239.76
- Professional Tree Surgeons – tree maintenance $25,481.50
- Arbor Carbon – PSHB management plan development (grant funded) $38,499.98

Background
The Attachment list details all payments made in September 2026 and credit card transactions for September 2026 (paid in October 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	EFT00160 – EFT00164	$361,347.70
Direct Debits	DD00199 – DD00205	$15,715.60
BPAY		$0
Credit Cards – August 2026		$14,047.14
Payroll		$120,832.58
Bank charges		$3,325.75
TOTAL		$515,268.77

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 September 2026.

8.2 FINANCIAL STATEMENTS - PERIOD ENDING 30 SEPTEMBER 2026

ATTACHMENT DETAILS

Attachment No	Description
Attachments	**Monthly financial Report for the period ended 30th September 2026** – Monthly Financial Report - September 2026.pdf: See attachment package

Voting Requirement : Simple Majority
Subject Index : Financial Statements for the Period ended 30th September 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 30th September 2026.

Summary and Key Issues
- The surplus at 31st August 2026 is $3,918,442, which is $459,721 more than budget.
- The main reason for the large surplus at 30th September 2026 is due to rates for 2026/27 being raised.
- The main reason for the variance of $459,721 is due to a variance between the budgeted opening surplus and the actual opening surplus, a grant received that was not budgeted for and an underspend in operating expenditure.
- The opening surplus for the year is $571,250, which may change due to year end adjustments and audit adjustments.

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 30th September 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 30th September 2026 is $3,918,442, which is $459,721 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 main reasons for the variance of the surplus between the budget and actual 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 $181,799. The reason for the large surplus at 30th September 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 $571,250, which is $90,081 more than budgeted for and may change due to year end adjustments and audit adjustments.

Investment of Municipal and Reserve Funds - as at 30th September 2026:

Fund	Purpose	Amount Invested	Start Date	Maturity Date	Term (Days)	Interest Rate %	Expected Interest for the year
Corporate Cheque Account	Municipal Funds	$984,572	Ongoing	Ongoing	N/A	4.65%	$92,000
Term Deposit	Reserve Funds	$2,127,878	24/6/2026	22/12/2026	276	5.30%	$87,243
Term Deposit	Investment	$1,000,000	18/8/2026	15/2/2027	180	5.25%	$26,250
Term Deposit	Investment	$1,000,000	28/8/2026	26/11/2027	90	5.05%	$12,600

OFFICER RECOMMENDATION– ITEM NO 8.2

Moved: **Seconded:**

That Council receives the monthly financial statements for the period ended 30th September 2026.

8.3 PEPPERMINT GROVE TENNIS CLUB LIQUOR LICENSE

This report was referred back to the CEO to address issues raised at the 22 September Council meeting. The report will be updated and presented to the November Council meeting.

8.4 MATTERS FOR INFORMATION AND NOTING

ATTACHMENTS DETAILS

Attachment Number	Details
Attachment 1	**Building/Planning/Library Statistics and Infringements Issued:**

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
Website Statistics
WMRC and Recycling Statistics

Building applications determined for the month of September 2026

Application Number	Location	Description	Decision
BA2026/001031	25 Irvine Street	Timber Fencing (Eastern and Northern Boundary)	Approved
BA2023/001032	31 View Street	Pergola/Patio	Approved
BA2024/00009	50 Irvine Street	Time Extension	Approved
BA2026/001035	34A Leake Street	Swimming Pool (Amendment to BA2026/001018)	Approved
BA2026/001034	1 Bungalow Court	Retaining/Boundary Wall	Approved

Planning applications determined for the month of September 2026

Application Number	Location	Description	Discretion Sought	Decision
DA2024/00030 Amendment no. 1	44 Johnston Street	Alterations and Additions to a Single House and Street Wall	Minor Structure (Gatehouse)	Approved under s257(c)
DA2023/00005 (Amendment no. 1)	25 Irvine Street	Timber Fencing (Eastern and Northern)	Fencing (Screen) Height	Approved under s257(c)

Miscellaneous Approvals and Matters September 2026

Location	Description	Decision
7 McNeil Street	Heritage Grant Application for Verandah Refurbishment	Approved

Infringements Issued September 2026

Location	Breach	Amount
Keane Street	Penalty Infringement Notice – Failure to Comply with an Endorsed Construction Environmental Management Plan	$500
Keane Street	Penalty Infringement Notice – Failure to Comply with an Endorsed Construction Environmental Management Plan	$500
McNeil Street	Stopping Contrary to a No Stopping Sign	$100
Butler Way	Parking Without Permission in an Area Designated for Authorised Vehicles Only	$50

Library Statistics September 2026

Library Stats	September 2026	September 2025	September 2024
Loans	19,376	18,863	20,506
New Borrowers Registered	107	106	94

Website Statistics September 2026

The Grove Library	Total users: 2367	New Users: 2044
Peppermint Grove website	Total Users: 1788	New Users: 1669

Western Metropolitan Regional Council Updates

The following matters of note were addressed by the WMRC Council at its meeting on 24 September 2026:

- ***Future FOGO Processing Procurement Approach***
  Council considered a discussion paper address future directions for FOGO processing and resolved to endorse a two-stage procurement process to test the broadest range of processing options following expiry of the current contract mid-next year. The process will reduce the risk of technology lock-in while ensuring environment and community outcomes are considered alongside financial costs. The Discussion Paper is publicly available for review
- ***FOGO Haulage – Proposed Self-Haul Business Case***
  Council supported the preparation of a detailed business case to evaluate WMRC-operated FOGO self-haul. This will allow a structured assessment of the available haulage options with a view to optimising cost and operational efficiency.
- ***DiCOM Disposal Governance Framework***
  Council resolved to endorse a framework that provides a robust, transparent and auditable process for the disposal of plant and equipment associated with the former DiCOM facility. It provides a clear governance structure which will ensure value optimisation and public accountability. This decision follows the decision to exercise rights to remove and dispose of the DiCOM facility and make-good the site.

Recycling Statistics August 2026



August 2026

PRODUCT	Product - Percentage	Product - Tonnes
AL CANS	0.32	0.03
MIXED PAPER	25.08	2.40
OCC - CARDBOARD	21.11	2.02
STEEL	2.49	0.24
GLASS	16.75	1.60
COLOURED HDPE	0.90	0.09
PET TRAY	0.37	0.04
PET	1.64	0.16
HDPE	1.50	0.14
PP	1.09	0.10
WASTE TO ENERGY		0.00
TOTAL RECOVERED	71.25	6.83
WASTE / CONTAMINATION	28.75	2.75
MONTHLY TOTAL	**100.00**	**9.58**

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 8.4

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

13.0 CLOSURE OF MEETING

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