



# Peppermint Grove

## *The Garden Shire*

## **ORDINARY COUNCIL MEETING**

To be held:

**05:30pm Tuesday 28<sup>th</sup> April**

**Shire of Peppermint Grove**

**1 Leake Street**

**Peppermint Grove WA 6011**



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## *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 28<sup>th</sup> April 2026 commencing at 5:30pm.

Yours Faithfully,

A handwritten signature in black ink, appearing to read 'Don Burnett', is written in a cursive style.

Mr Don Burnett

**CHIEF EXECUTIVE OFFICER**

23<sup>rd</sup> April 2026



# 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 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
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**

**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 March 24<sup>th</sup> 2026 be confirmed as a true and accurate record.**

**8.0 OFFICERS REPORTS**

**8.1.1 List of Accounts Paid – March 2026**

**ATTACHMENT DETAILS**

Attachment No	Description
Attachments	Accounts Paid – March 2026 - <a href="#">Accounts Paid - March 26.pdf</a> Credit Card Expenses – March 2026 - <a href="#">Credit Cards - Mar 26.pdf</a>

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 March 2026:

- Town of Cottesloe – Ranger Services \$32,294.70
- Superchoice – superannuation \$20,358.44
- City of Nedlands – Swimming pool inspections \$22,526.19

**Background**

The Attachment list details all payments made in March 2026 and credit card transactions for March 2026 (paid in April 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	EFT00122 – EFT00125	\$267,867.48
Direct Debits	DD00145 – DD00151 and DD00153	\$15,597.16
BPAY	BPAY011	\$22,526.19
Credit Cards – February 2026		\$10,488.41
Payroll		\$121,086.39
Bank charges		\$342.40
<b>TOTAL</b>		<b>\$437,908.03</b>

**Consultation**

There was no 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 8.1.1**

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



### 8.1.2 Financial Statements for the period ending – 31st March 2026

#### ATTACHMENT DETAILS

Attachment No	Description
Attachments	Monthly financial Report for the period ended 31 <sup>st</sup> March 2026 - <a href="#">Monthly Financial Report March 2026 (2).pdf</a>

Voting Requirement	:	Simple Majority
Subject Index	:	Financial Statements for the Period ended 31 <sup>st</sup> March 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 31<sup>st</sup> March 2026.

#### Summary and Key Issues

The surplus at 31<sup>st</sup> March 2026 is \$1,901,890, which is \$504,168 more than budgeted for. The main reasons for this variance are: underspend in operating expenditure of \$316,829, more income than budgeted of \$52,013, non cash amounts excluded from operating activities of \$11,968, underspend in capital expenditure of \$122,573.

#### 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> March 2026.

#### Consultation

There was no 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> March 2026 is \$1,901,890, which is \$504,168 more than budgeted for.

**Officer Comments**

The opening surplus is \$528,946 (confirmed after completion of the 2024-25 audit) 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> March 2026 is \$1,901,890, which is \$504,168 more than budgeted for.

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

Fund	Purpose	Amount Invested	Start Date	Maturity Date	Term (Days)	Interest Rate %	Expected Interest for the year
Corporate Cheque Account	Municipal Funds	\$2,191,951	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 8.1.2**

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

**8.2.1 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: <a href="#">Development Services Statistics March 2026.pdf</a>
Attachment 2	Western Suburbs Alliance Annual Report: <a href="#">Western Suburbs Alliance Annual Report 25 to 26.pdf</a>

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

**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  
 Western Suburbs Alliance Annual Report

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

<b>Application Number</b>	<b>Location</b>	<b>Description</b>	<b>Decision</b>
BA2023/00034	25 Irvine Street	Amendment to Single House and Ancillary Works (Additional Building Height and External Alterations, Modifications to a Street Wall)	Withdrawn
BA2026/00004	127 Forrest Street	Large Outbuilding (Garden Shed)	Approved
BA2026/001008	9 Hurstford Close	Swimming Pool	Approved
BA2026/001007	6 Pindari Place	Alterations and Additions to a Single House and Ancillary Works (Fencing)	Approved

**Planning applications determined for the month of March 2026**

<b>Application Number</b>	<b>Location</b>	<b>Description</b>	<b>Discretion Sought</b>	<b>Decision</b>
DA2023/00005 (SAT Order to Reconsider Amendments to an Alternative Design)	25 Irvine Street	Single House and Ancillary Work (Siteworks)	Plot Ratio, Siteworks, Lot boundary setback and Fencing	Approved under s257C (Single House Development)
DA2025/00021	14A View Street	Siteworks and Alterations to a Street Wall	Siteworks	Approved under s257C (Single House Development)
DA2026/00004	488 Stirling Highway (Liquorland)	Digital Signage	Nil	Approved under MRS Delegation
DA2025/00002 (Amendment)	6 Pindari Place	Alterations and Additions to a Single House	Nil	Approved under s257C (Single House Development)
DA2025/00016	29 Hurstford Close	Works Ancillary to a Single House (Landscaping, Drying Court)	Screen Wall (Drying Court)	Approved under s257C (Single House Development)
DA2026/00005	46 Keane Street	Single House and Ancillary Works	Siteworks and Vehicular Access	Approved under s257C

		Street Wall and Siteworks)		(Single House Development)
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**Subdivisions Determined by the WAPC March 2026**

Application Number	Location	Description	Decision
WAPC 202645	153 Forrest Street	2 lot Subdivision	Approved

**Infringements Issued March 2026**

Location	Breach	Amount
Foreshore Reserve near Devil's Elbow	Failed to prevent a dog other than a dangerous dog from chasing or attacking a person or animal that caused physical injury	\$400

**Library Statistics March 2026**

Library Stats	March 2026	March 2025	March 2024
Loans	18,662	19,470	17,838
Borrowers Registered	92	102	163

**Waste and Recycling Statistics Feb 2026**

<h2 style="margin: 0;">Recycling Recovery</h2>		
<h3 style="margin: 0;">February 2026</h3>		
PRODUCT	Product - Percentage	Product - Tonnes
AL CANS	0.43	0.05
MIXED PAPER	21.93	2.50
ONP	0.00	0.00
OCC - CARDBOARD	24.02	2.74
STEEL	2.67	0.30
GLASS	19.90	2.27
MIXED PLASTICS	1.54	0.18
PET	1.41	0.16
HDPE	1.26	0.14
<b>TOTAL RECOVERED</b>	<b>73.16</b>	<b>8.35</b>
WASTE / CONTAMINATION	26.84	3.07
<b>MONTHLY TOTAL</b>	<b>100.00</b>	<b>11.42</b>

<h2 style="margin: 0;">TYD Product Tonnes</h2>				
<h3 style="margin: 0;">2025-2026</h3>				
<h4 style="margin: 0;">TONNAGES</h4>				
MONTH	YEAR	FOGO TONNAGES	WASTE TONNAGES	RECYCLING TONNAGES
JULY	2025	32.14	27.64	16.06
AUGUST	2025	30.32	36.02	11.38
SEPTEMBER	2025	28.14	29.71	11.15
OCTOBER	2025	39.91	44.10	12.00
NOVEMBER	2025	34.78	35.42	12.13
DECEMBER	2025	39.04	47.53	20.51
JANUARY	2026	33.32	36.14	11.71
FEBRUARY	2026	35.94	36.02	11.42
MARCH	2026			
APRIL	2026			
MAY	2026			
JUNE	2026			
<b>ANNUAL TOTAL TONNAGES</b>		<b>273.59</b>	<b>292.58</b>	<b>106.36</b>

**Western Suburbs Alliance Annual Report 25/26**

Attached is the annual report provided by the WAS outlining the current projects that the alliance is working on.

**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 8.2.1**

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.