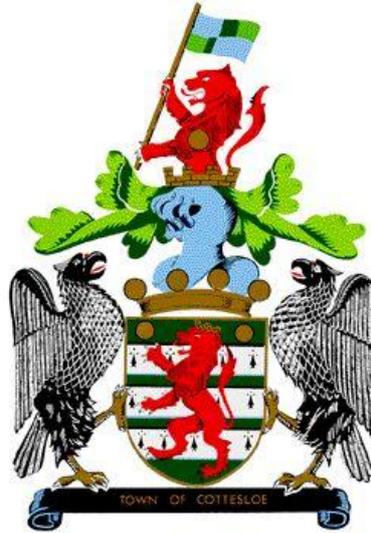


TOWN OF COTTESLOE



RESERVES, PARKS AND PLAYGROUNDS COMMITTEE

AGENDA

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
10.00AM, TUESDAY, 13 FEBRUARY 2018

MAT HUMFREY
Chief Executive Officer

13 February 2018

TABLE OF CONTENTS

1	Declaration of Meeting Opening / Announcement of Visitors	5
2	Appointment of Presiding Member and Deputy Member	5
3	Record of Attendance / Apologies	5
4	Declaration of Interests	6
5	Background.....	6
6	Other Business.....	6
7	New Business of an Urgent Nature Introduced by Elected Members / Officers by Decision of Meeting	7
8	Meeting Closure.....	7

1 DECLARATION OF MEETING OPENING / ANNOUNCEMENT OF VISITORS

2 APPOINTMENT OF PRESIDING MEMBER AND DEPUTY MEMBER

Section 5.12 of the *Local Government Act 1995* provides that the members of a Committee are to elect from amongst themselves a Presiding Member and Deputy Member.

The election is to be conducted by the Chief Executive Officer or his nominee and nominations for the office are to be given to the Chief Executive Officer in writing.

If a Councillor is nominated by another elected member, the Chief Executive Officer or his nominee cannot accept the nomination unless the nominee has advised the Chief Executive Officer orally or in writing that he or she is willing to be nominated for the office.

If there is more than one nomination, elected members are to vote on the matter by secret ballot as if they were electors voting at a **first past post** voting election. The votes cast are to be counted and the successful candidate determined, as if those votes were cast at an election – provided there is not an equality of votes. If there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and not more than 7 days later, a special meeting of the Council is to be held. Any nominations for the office may be withdrawn and further nominations may be made, before or when the special meeting is held.

Once nominations have been received and, if required a ballot is taken, the Presiding Member is then declared and the Presiding Member assumes responsibility for the meeting, including the nomination and election of the Deputy Member using the same approach as described above.

3 RECORD OF ATTENDANCE / APOLOGIES

Present

Cr Sandra Boulter	Elected Member
Cr Rob Thomas	Elected Member
Cr Melissa Harkins	Elected Member

Officers Present

Mr Mat Humfrey	Chief Executive Officer
Mr Nick Woodhouse	Manager Engineering Services
Ms Amie Hill	Administration Officer

Apologies

Cr Helen Sadler	Deputy Member
-----------------	---------------

4 DECLARATION OF INTERESTS

5 BACKGROUND

At the Ordinary Meeting of Council held 28 November 2017 it was resolved:
That Council:

1. *Note the preliminary findings and provide these to the Cottesloe resident(s) who presented the skatepark petition to Council.*
2. *Establishes a Town of Cottesloe 'Reserves, Parks and Playgrounds Committee' with nominations from Cr Boulter, Cr Thomas, Cr Harkins and Cr Sadler (Deputy) with a charter to be developed by the Town of Cottesloe Administration that considers including the following:*
 - i. *identifying all the relevant places applicable to the Committee's deliberations;*
 - ii. *setting a program for the renewal and rejuvenation of, and tree planting in the Cottesloe Reserves, Parks and Playgrounds; and*
 - iii. *the feasibility and priority of a skatepark in the Town of Cottesloe.*
3. *Requests that an advertisement be published within a month calling for community members who are interested in serving on the Town of Cottesloe 'Reserves, Parks and Playgrounds Committee.'*
4. *Requests that the first meeting of the Town of Cottesloe 'Reserves, Parks and Playgrounds Committee' be held before the February 2018 Council meeting.*

Carried 8/0

6 OTHER BUSINESS

6.1 Cost for AECOM to identify any potential skatepark locations within or near the locality of the Harvey Field Precinct

6.2 Draft Committee Charter and Community Representatives

Following the October 2017 Council Elections, it is a requirement for Committee members to be nominated or reappointed by Council. As such, an advertisement has been placed seeking nominations from community representatives for this and other Council Committee's.

Nominations for this Committee closed on **Tuesday, 16 January 2018**. Endorsement of Community Representatives is planned for the February Ordinary Council Meeting.

The Charter provides clarification on some of the statutory obligations of a Council Committee, including the format of minutes to ensure compliance with the *Local Government Act 1995*.

OFFICER AND COMMITTEE RECOMMENDATION

THAT the Reserves, Parks and Playgrounds Committee recommend to Council the adoption of the draft Committee Charter.

6.3 Proposed Meeting Dates

Under section 7.2 of the draft Reserves, Parks and Playgrounds Committee Charter, it states that '*Meetings shall be held not more frequently than every month, unless a special meeting of the Committee is called for a specified purpose.*'

Proposed meeting dates for 2018 are as follows:

-) Tuesday, 10 April 2018, 10.00 – 11.00AM
-) Tuesday, 12 June 2018, 10.00 – 11.00AM
-) Tuesday, 14 August 2018, 10.00 – 11.00AM
-) Tuesday, 9 October 2018, 10.00 – 11.00AM
-) Tuesday, 11 December 2018, 10.00 – 11.00AM

OFFICER AND COMMITTEE RECOMMENDATION

THAT the Reserves, Parks and Playgrounds Committee adopt the meeting dates as listed for 2018.

7 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY ELECTED MEMBERS / OFFICERS BY DECISION OF MEETING

8 MEETING CLOSURE