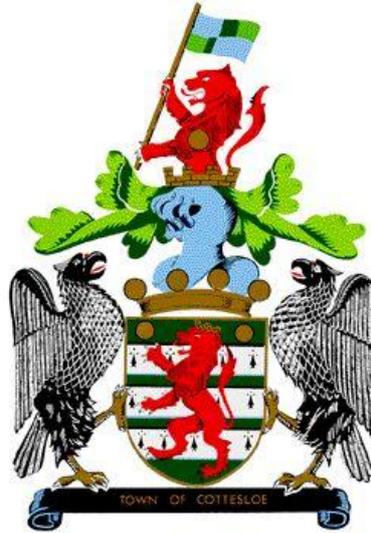


# TOWN OF COTTESLOE



## RESERVES, PARKS AND PLAYGROUNDS COMMITTEE

# AGENDA

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE  
109 BROOME STREET, COTTESLOE  
12.00 PM, TUESDAY, 10 April 2018

**MAT HUMFREY**  
Chief Executive Officer

10 April 2018



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**1 DECLARATION OF MEETING OPENING / ANNOUNCEMENT OF VISITORS**

**2 RECORD OF ATTENDANCE / APOLOGIES**

**Committee Members Present**

Cr Sandra Boulter	Presiding Member
Cr Helen Sadler	Deputy Member
Cr Melissa Harkins	Elected Member
Ms Natalie Kendal	Community Representative
Mr James Atkinson	Community Representative

**Officers Present**

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

**Apologies**

Cr Rob Thomas	Elected Member
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**3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LANDS**

**4 DECLARATION OF INTERESTS**

**5 OFFICER REPORTS**

## **TREE VALUATION PROJECT BRIEF**

**File Ref:** SUB/2602  
**Attachments:** Tree Valuation Project Brief  
**Responsible Officer:** Mat Humfrey  
Chief Executive Officer  
**Author:** Denise Tyler-Hare  
Project Manager  
**Proposed Meeting Date:** 10 April 2018  
**Author Disclosure of Interest:** Nil

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### **SUMMARY**

The Committee is requested to endorse the Project Brief for a tree valuation.

### **BACKGROUND**

To ensure Council is compliant with statutory regulations and WA Local Government Circular Number 02-2016, a comprehensive revaluation of Council's infrastructure assets will be due as at 30 June 2018. The Town prepared a Project Brief for these works, and as part of the process, determined that trees could not be valued under this survey, as they are part of the land asset, and can't be sold. It was, therefore, determined to undertake a separate valuation for the valuation and management of trees throughout the Town.

A Project Brief for development of a tree valuation model specific to Cottesloe, using said model to undertake the valuation and preparation of a management plan, has been prepared.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications arising from the Officer Recommendation.

### **POLICY IMPLICATIONS**

The following policies will be applicable:

- ) Asset Management; and
- ) Street Trees.

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*  
*Local Government Regulations 1996*

### **FINANCIAL IMPLICATIONS**

There is currently no budget for this project, so a budget amendment will be required. It is anticipated that the project will cost approximately \$100,000.

## **STAFFING IMPLICATIONS**

There are no perceived staffing implications arising from the Officer Recommendation.

## **SUSTAINABILITY IMPLICATIONS**

Valuation and asset management form a large part of sustainable tree planting and maintenance practices, and it is anticipated that this project will have a large impact on improving the Town's sustainability.

## **CONSULTATION**

Town of Cottesloe Staff  
Elected Members

## **STAFF COMMENT**

The Project Brief is recommended to be accepted.

## **VOTING**

Simple Majority

## **OFFICER RECOMMENDATION**

**THAT the Committee endorse the tree valuation Project Brief.**

## 6 OTHER BUSINESS

### 6.1 Bus Tour

At the February 2018 Committee Meeting, it was discussed to organise a bus tour around Cottesloe to look at reserves, parks and playgrounds, as well as any neighbouring suburbs with good examples.

Wednesday was the preferred day for Committee Members. It was agreed to wait until Community Representatives were appointed to the Committee to organise a date.

### 6.2 Letter to Residents regarding Railway Street Playground

Please see attached a draft letter to go out to residents in the vicinity of the Railway Street Playground.

### 6.3 Dogs and Playgrounds

### 6.4 Appointment of non-voting Members

### 6.5 Playground Budget Items

### 6.6 Draft Committee Charter and Community Representatives

The Draft 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*.

Please see attached the Draft Committee Charter with the final changes discussed at the February 2018 Committee Meeting and via email.

## OFFICER AND COMMITTEE RECOMMENDATION

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

### 6.7 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, 12 June 2018, 12:00 – 1.00PM
- ) Tuesday, 14 August 2018, 12:00 – 1.00PM
- ) Tuesday, 9 October 2018, 12:00 – 1.00PM

) Tuesday, 11 December 2018, 12:00 – 1.00PM

**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 COMMITTEE OR ELECTED MEMBERS / OFFICERS BY DECISION OF MEETING**
- 8 NEXT MEETING**
- 9 MEETING CLOSURE**