

# **TOWN OF COTTESLOE**



# **ATTACHMENTS**

**ORDINARY COUNCIL MEETING – 22 APRIL 2025**

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# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

**ITEM 10.1.1A:  
MONTHLY FINANCIAL STATEMENTS FOR THE  
PERIOD 1 JULY 2024 TO 31 MARCH 2025**



**TOWN OF COTTESLOE****MONTHLY FINANCIAL REPORT**

(Containing the required statement of financial activity and statement of financial position)

**For the period ended March 2025**

*LOCAL GOVERNMENT ACT 1995*

*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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**TOWN OF COTTESLOE  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2025**

| Note   | Adopted<br>Budget<br>Estimates<br>(a)<br>\$ | YTD<br>Budget<br>Estimates<br>(b)<br>\$ | YTD<br>Actual<br>(c)<br>\$ | Variance*<br>\$<br>(c) - (b) | Variance*<br>%<br>((c) - (b))/(b) | Var. |
|--|---|---|----------------------------|------------------------------|-----------------------------------|------|
| <b>OPERATING ACTIVITIES</b>  |   |   |                            |                              |                                   |      |
| <b>Revenue from operating activities</b>   |   |   |                            |                              |                                   |      |
| General rates  | 11,344,006                                  | 11,335,507                              | 11,336,493                 | 986                          | 0.01%                             |      |
| Grants, subsidies and contributions  | 203,906                                     | 128,653                                 | 132,295                    | 3,642                        | 2.83%                             |      |
| Fees and charges   | 5,520,968                                   | 4,745,110                               | 4,885,273                  | 140,163                      | 2.95%                             |      |
| Interest revenue   | 781,081                                     | 740,763                                 | 477,221                    | (263,542)                    | (35.58%)                          | ▼    |
| Other revenue  | 146,180                                     | 98,732                                  | 95,571                     | (3,161)                      | (3.20%)                           |      |
| Profit on asset disposals  | 0   | 0                                       | 36,011                     | 36,011                       | 0.00%                             |      |
| Fair value adjustments to financial assets at fair value through profit or loss            | (5,327)                                     | (5,327)                                 | (5,327)                    | 0                            | 0.00%                             |      |
|  | <b>17,990,814</b>                           | <b>17,043,438</b>                       | <b>16,957,537</b>          | <b>(85,901)</b>              | <b>(0.50%)</b>                    |      |
| <b>Expenditure from operating activities</b>   |   |   |                            |                              |                                   |      |
| Employee costs   | (7,949,641)                                 | (5,045,888)                             | (5,490,095)                | (444,207)                    | (8.80%)                           |      |
| Materials and contracts  | (9,148,429)                                 | (5,715,307)                             | (5,362,466)                | 352,841                      | 6.17%                             |      |
| Utility charges  | (321,556)                                   | (189,496)                               | (195,314)                  | (5,818)                      | (3.07%)                           |      |
| Depreciation   | (3,316,131)                                 | (2,527,243)                             | (2,223,643)                | 303,600                      | 12.01%                            |      |
| Finance costs  | (175,879)                                   | (175,120)                               | (175,111)                  | 9                            | 0.01%                             |      |
| Insurance  | (244,610)                                   | (225,297)                               | (225,023)                  | 274                          | 0.12%                             |      |
| Other expenditure  | (334,336)                                   | (173,650)                               | (135,480)                  | 38,170                       | 21.98%                            | ▲    |
| Loss on asset disposals  | 0   | 0                                       | (7,580)                    | (7,580)                      | 0.00%                             |      |
|  | <b>(21,490,582)</b>                         | <b>(14,052,001)</b>                     | <b>(13,814,712)</b>        | <b>237,289</b>               | <b>1.69%</b>                      |      |
| Non cash amounts excluded from operating activities  | 2(c) 3,335,393                              | 2,521,916                               | 2,200,539                  | (321,377)                    | (12.74%)                          |      |
| <b>Amount attributable to operating activities</b>   | <b>(164,375)</b>                            | <b>5,513,353</b>                        | <b>5,343,364</b>           | <b>(169,989)</b>             | <b>(3.08%)</b>                    |      |
| <b>INVESTING ACTIVITIES</b>  |   |   |                            |                              |                                   |      |
| <b>Inflows from investing activities</b>   |   |   |                            |                              |                                   |      |
| Proceeds from capital grants, subsidies and contributions                                  | 1,228,261                                   | 275,735                                 | 275,735                    | 0                            | 0.00%                             |      |
| Proceeds from disposal of assets   | 137,000                                     | 75,145                                  | 97,036                     | 21,891                       | 29.13%                            |      |
| Proceeds from financial assets at amortised cost - self supporting loans                   | 35,069                                      | 17,417                                  | 17,417                     | 0                            | 0.00%                             |      |
| Proceeds on disposal of financial assets at fair values through other comprehensive income | 35,803                                      | 17,901                                  | 0                          | (17,901)                     | (100.00%)                         |      |
|  | <b>1,436,133</b>                            | <b>386,198</b>                          | <b>390,188</b>             | <b>3,990</b>                 | <b>1.03%</b>                      |      |
| <b>Outflows from investing activities</b>  |   |   |                            |                              |                                   |      |
| Payments for property, plant and equipment   | (1,180,324)                                 | (671,310)                               | (442,416)                  | 228,894                      | 34.10%                            | ▲    |
| Payments for construction of infrastructure  | (2,413,512)                                 | (1,090,731)                             | (749,900)                  | 340,831                      | 31.25%                            | ▲    |
|  | <b>(3,593,836)</b>                          | <b>(1,762,041)</b>                      | <b>(1,192,316)</b>         | <b>569,725</b>               | <b>32.33%</b>                     |      |
| <b>Amount attributable to investing activities</b>   | <b>(2,157,703)</b>                          | <b>(1,375,843)</b>                      | <b>(802,128)</b>           | <b>573,715</b>               | <b>41.70%</b>                     |      |
| <b>FINANCING ACTIVITIES</b>  |   |   |                            |                              |                                   |      |
| <b>Inflows from financing activities</b>   |   |   |                            |                              |                                   |      |
| Transfer from reserves   | 1,020,640                                   | 584,440                                 | 796,376                    | 211,936                      | 36.26%                            | ▲    |
|  | <b>1,020,640</b>                            | <b>584,440</b>                          | <b>796,376</b>             | <b>211,936</b>               | <b>36.26%</b>                     |      |
| <b>Outflows from financing activities</b>  |   |   |                            |                              |                                   |      |
| Payments for principal portion of lease liabilities  | (71,641)                                    | (70,308)                                | (70,308)                   | 0                            | 0.00%                             |      |
| Repayment of borrowings  | (354,119)                                   | (336,467)                               | (336,467)                  | 0                            | 0.00%                             |      |
| Transfer to reserves   | (1,502,570)                                 | (191,235)                               | (213,823)                  | (22,588)                     | (11.81%)                          |      |
|  | <b>(1,928,330)</b>                          | <b>(598,010)</b>                        | <b>(620,598)</b>           | <b>(22,588)</b>              | <b>(3.78%)</b>                    |      |
| <b>Amount attributable to financing activities</b>   | <b>(907,690)</b>                            | <b>(13,570)</b>                         | <b>175,778</b>             | <b>189,348</b>               | <b>1395.34%</b>                   |      |
| <b>MOVEMENT IN SURPLUS OR DEFICIT</b>  |   |   |                            |                              |                                   |      |
| <b>Surplus or deficit at the start of the financial year</b>                               | 2(a) 3,331,494                              | 3,331,494                               | 3,368,417                  | 36,923                       | 1.11%                             |      |
| Amount attributable to operating activities  | (164,375)                                   | 5,513,353                               | 5,343,364                  | (169,989)                    | (3.08%)                           |      |
| Amount attributable to investing activities  | (2,157,703)                                 | (1,375,843)                             | (802,128)                  | 573,715                      | 41.70%                            | ▲    |
| Amount attributable to financing activities  | (907,690)                                   | (13,570)                                | 175,778                    | 189,348                      | 1395.34%                          | ▲    |
| <b>Surplus or deficit after imposition of general rates</b>                                | <b>101,726</b>                              | <b>7,455,434</b>                        | <b>8,085,431</b>           | <b>629,997</b>               | <b>8.45%</b>                      |      |

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

**TOWN OF COTTESLOE  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 31 MARCH 2025**

|                                      | Actual<br>30 June 2024 | Actual as at<br>31 March 2025 |
|--------------------------------------|------------------------|-------------------------------|
|                                      | \$                     | \$                            |
| <b>CURRENT ASSETS</b>                |                        |                               |
| Cash and cash equivalents            | 7,733,491              | 14,485,954                    |
| Trade and other receivables          | 1,030,358              | 2,645,735                     |
| Other financial assets               | 5,453,018              | 67,854                        |
| Inventories                          | 8,960                  | 8,960                         |
| Other assets                         | 451,829                | 424                           |
| <b>TOTAL CURRENT ASSETS</b>          | <b>14,677,656</b>      | <b>17,208,927</b>             |
| <b>NON-CURRENT ASSETS</b>            |                        |                               |
| Trade and other receivables          | 181,767                | 181,767                       |
| Other financial assets               | 197,662                | 192,335                       |
| Investment in associate              | 633,255                | 633,255                       |
| Property, plant and equipment        | 74,405,282             | 73,977,243                    |
| Infrastructure                       | 69,574,749             | 68,950,471                    |
| Right-of-use assets                  | 1,058,845              | 1,011,227                     |
| <b>TOTAL NON-CURRENT ASSETS</b>      | <b>146,051,560</b>     | <b>144,946,298</b>            |
| <b>TOTAL ASSETS</b>                  | <b>160,729,216</b>     | <b>162,155,225</b>            |
| <b>CURRENT LIABILITIES</b>           |                        |                               |
| Trade and other payables             | 3,161,663              | 1,575,697                     |
| Other liabilities                    | 62,663                 | 62,261                        |
| Lease liabilities                    | 59,583                 | 56,230                        |
| Borrowings                           | 354,119                | 17,653                        |
| Employee related provisions          | 1,175,792              | 1,176,388                     |
| <b>TOTAL CURRENT LIABILITIES</b>     | <b>4,813,820</b>       | <b>2,888,229</b>              |
| <b>NON-CURRENT LIABILITIES</b>       |                        |                               |
| Lease liabilities                    | 1,076,766              | 1,009,811                     |
| Borrowings                           | 1,753,978              | 1,753,978                     |
| Employee related provisions          | 289,560                | 289,560                       |
| <b>TOTAL NON-CURRENT LIABILITIES</b> | <b>3,120,304</b>       | <b>3,053,349</b>              |
| <b>TOTAL LIABILITIES</b>             | <b>7,934,124</b>       | <b>5,941,578</b>              |
| <b>NET ASSETS</b>                    | <b>152,795,092</b>     | <b>156,213,647</b>            |
| <b>EQUITY</b>                        |                        |                               |
| Retained surplus                     | 28,452,589             | 32,453,698                    |
| Reserve accounts                     | 7,839,029              | 7,256,475                     |
| Revaluation surplus                  | 116,503,474            | 116,503,474                   |
| <b>TOTAL EQUITY</b>                  | <b>152,795,092</b>     | <b>156,213,647</b>            |

This statement is to be read in conjunction with the accompanying notes.

**TOWN OF COTTESLOE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 MARCH 2025**

**1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES**

**BASIS OF PREPARATION**

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Town to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 11 April 2025

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Town controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

**MATERIAL ACCOUNTING POLICIES**

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

**Critical accounting estimates and judgements**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits
- Estimation uncertainties and judgements made in relation to lease

**TOWN OF COTTESLOE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 MARCH 2025**

**2 NET CURRENT ASSETS INFORMATION**

**(a) Net current assets used in the Statement of Financial Activity**

|   | Adopted<br>Budget<br>Opening | Actual<br>as at<br>30 June 2024 | Actual<br>as at<br>31 March 2025 |
|---|------------------------------|---------------------------------|----------------------------------|
| Note  | 1 July 2024                  | 30 June 2024                    | 31 March 2025                    |
|   | \$                           | \$                              | \$                               |
| <b>Current assets</b>                         |                              |                                 |                                  |
| Cash and cash equivalents                     | 13,115,638                   | 7,733,491                       | 14,485,954                       |
| Trade and other receivables                   | 761,452                      | 1,030,358                       | 2,645,735                        |
| Other financial assets                        | 70,871                       | 5,453,018                       | 67,854                           |
| Inventories                                   | 9,120                        | 8,960                           | 8,960                            |
| Other assets                                  | 483,119                      | 451,829                         | 424                              |
|   | 14,440,200                   | 14,677,656                      | 17,208,927                       |
| <b>Less: current liabilities</b>              |                              |                                 |                                  |
| Trade and other payables                      | (3,344,917)                  | (3,161,663)                     | (1,575,697)                      |
| Other liabilities                             | 0                            | (62,663)                        | (62,261)                         |
| Lease liabilities                             | (59,583)                     | (59,583)                        | (56,230)                         |
| Borrowings                                    | (354,119)                    | (354,119)                       | (17,653)                         |
| Employee related provisions                   | (973,158)                    | (1,175,792)                     | (1,176,388)                      |
|   | (4,731,777)                  | (4,813,820)                     | (2,888,229)                      |
| Net current assets                            | 9,708,423                    | 9,863,836                       | 14,320,698                       |
| Less: Total adjustments to net current assets | 2(b) (7,496,198)             | (6,495,419)                     | (6,234,558)                      |
| <b>Closing funding surplus / (deficit)</b>    | <b>2,212,225</b>             | <b>3,368,417</b>                | <b>8,086,140</b>                 |

**(b) Current assets and liabilities excluded from budgeted deficiency**

|  |                  |             |             |
|--|------------------|-------------|-------------|
| <b>Adjustments to net current assets</b>                                   |                  |             |             |
| Less: Reserve accounts   | (7,839,029)      | (7,839,029) | (7,256,476) |
| Less: Financial assets at amortised cost - self supporting loans           | 0                | (35,069)    | (17,653)    |
| Less: Current assets not expected to be received at end of year            |                  |             |             |
| - Current financial assets at amortised cost - self supporting loans       | (70,871)         | 0           | 0           |
| Add: Current liabilities not expected to be cleared at the end of the year |                  |             |             |
| - Current portion of lease liabilities                                     | 59,583           | 59,583      | 56,230      |
| - Current portion of borrowings  | 354,119          | 354,119     | 17,653      |
| - Current portion of employee benefit provisions held in reserve           | 0                | 964,977     | 965,688     |
| <b>Total adjustments to net current assets</b>                             | 2(a) (7,496,198) | (6,495,419) | (6,234,558) |

**(c) Non-cash amounts excluded from operating activities**

|  | Adopted<br>Budget<br>Estimates | YTD<br>Budget<br>Estimates | YTD<br>Actual    |
|--|--------------------------------|----------------------------|------------------|
|  | 30 June 2025                   | 31 March 2025              | 31 March 2025    |
|  | \$                             | \$                         | \$               |
| <b>Adjustments to operating activities</b>                         |                                |                            |                  |
| Less: Profit on asset disposals                                    | 0                              | 0                          | (36,011)         |
| Less: Fair value adjustments to financial assets at amortised cost | 5,327                          | (5,327)                    | 5,327            |
| Add: Loss on asset disposals                                       | 0                              | 0                          | 7,580            |
| Add: Depreciation  | 3,316,131                      | 2,527,243                  | 2,223,643        |
| Non-cash movements in non-current assets and liabilities:          |                                |                            |                  |
| - Pensioner deferred rates   | (238)                          | 0                          | 0                |
| - Employee provisions  | 80,569                         | 0                          | 0                |
| <b>Total non-cash amounts excluded from operating activities</b>   | <b>3,401,789</b>               | <b>2,521,916</b>           | <b>2,200,539</b> |

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

AASB 101.10(e) **TOWN OF COTTESLOE**  
 AASB 101.51 **NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 AASB 101.112 **FOR THE PERIOD ENDED 31 MARCH 2025**

FM Reg 34 (2)(b) **3 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.  
 The material variance adopted by Council for the 2024-25 year is \$25,000 and 15.00% whichever is the greater.

| Description   | Var. \$   | Var. %   |   |
|---|-----------|----------|---|
|   | \$        | %        |   |
| <b>Revenue from operating activities</b>  |           |          |   |
| <b>Interest revenue</b>   | (263,542) | (35.58%) | ▼ |
| Timing variance related to maturing of TD.  |           | Timing   |   |
| <b>Other expenditure</b>  | 38,170    | 21.98%   | ▲ |
| Timing variance related to maintenance expenses, donations and bad debts written off. |           | Timing   |   |
| <b>Outflows from investing activities</b>   |           |          |   |
| <b>Payments for property, plant and equipment</b>                                     | 228,894   | 34.10%   | ▲ |
| Completion of North Cottesloe Beach Toilets has been delayed due to variations.       |           | Timing   |   |
| <b>Payments for construction of infrastructure</b>                                    | 340,831   | 31.25%   | ▲ |
| Timing variance related to construction of footpaths.                                 |           | Timing   |   |
| <b>Inflows from financing activities</b>  |           |          |   |
| <b>Transfer from reserves</b>   | 211,936   | 36.26%   | ▲ |
| Timing variance related to projects not yet started.                                  |           | Timing   |   |

**TOWN OF COTTESLOE**  
**SUPPLEMENTARY INFORMATION**

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**BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION**

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**1 KEY INFORMATION**

**Funding Surplus or Deficit Components**

| <b>Funding surplus / (deficit)</b> |                       |                       |                       |                        |
|------------------------------------|-----------------------|-----------------------|-----------------------|------------------------|
|                                    | <b>Adopted Budget</b> | <b>YTD Budget (a)</b> | <b>YTD Actual (b)</b> | <b>Var. \$ (b)-(a)</b> |
| <b>Opening</b>                     | <b>\$3.33 M</b>       | <b>\$3.33 M</b>       | <b>\$3.37 M</b>       | <b>\$0.04 M</b>        |
| <b>Closing</b>                     | <b>\$0.10 M</b>       | <b>\$7.46 M</b>       | <b>\$8.09 M</b>       | <b>\$0.63 M</b>        |

Refer to Statement of Financial Activity

| <b>Cash and cash equivalents</b> |                  |                   |
|----------------------------------|------------------|-------------------|
|                                  | <b>\$14.50 M</b> | <b>% of total</b> |
| <b>Unrestricted Cash</b>         | <b>\$7.24 M</b>  | <b>50.0%</b>      |
| <b>Restricted Cash</b>           | <b>\$7.26 M</b>  | <b>50.0%</b>      |

Refer to 3 - Cash and Financial Assets

| <b>Payables</b>       |                 |                      |
|-----------------------|-----------------|----------------------|
|                       | <b>\$1.58 M</b> | <b>% Outstanding</b> |
| <b>Trade Payables</b> | <b>\$0.30 M</b> |                      |
| <b>0 to 30 Days</b>   |                 | <b>82.3%</b>         |
| <b>Over 30 Days</b>   |                 | <b>17.7%</b>         |
| <b>Over 90 Days</b>   |                 | <b>0.3%</b>          |

Refer to 9 - Payables

| <b>Receivables</b>      |                 |                      |
|-------------------------|-----------------|----------------------|
|                         | <b>\$0.77 M</b> | <b>% Collected</b>   |
| <b>Rates Receivable</b> | <b>\$1.88 M</b> | <b>83.8%</b>         |
| <b>Trade Receivable</b> | <b>\$0.77 M</b> | <b>% Outstanding</b> |
| <b>Over 30 Days</b>     |                 | <b>64.1%</b>         |
| <b>Over 90 Days</b>     |                 | <b>55.3%</b>         |

Refer to 7 - Receivables

**Key Operating Activities**

| <b>Amount attributable to operating activities</b> |                       |                       |                        |
|--|-----------------------|-----------------------|------------------------|
| <b>Adopted Budget</b>                              | <b>YTD Budget (a)</b> | <b>YTD Actual (b)</b> | <b>Var. \$ (b)-(a)</b> |
| <b>(\$0.16 M)</b>                                  | <b>\$5.51 M</b>       | <b>\$5.34 M</b>       | <b>(\$0.17 M)</b>      |

Refer to Statement of Financial Activity

| <b>Rates Revenue</b> |                  |                   |
|----------------------|------------------|-------------------|
| <b>YTD Actual</b>    | <b>\$11.34 M</b> | <b>% Variance</b> |
| <b>YTD Budget</b>    | <b>\$11.34 M</b> | <b>0.0%</b>       |

| <b>Grants and Contributions</b> |                 |                   |
|---------------------------------|-----------------|-------------------|
| <b>YTD Actual</b>               | <b>\$0.13 M</b> | <b>% Variance</b> |
| <b>YTD Budget</b>               | <b>\$0.13 M</b> | <b>2.8%</b>       |

Refer to 13 - Grants and Contributions

| <b>Fees and Charges</b> |                 |                   |
|-------------------------|-----------------|-------------------|
| <b>YTD Actual</b>       | <b>\$4.89 M</b> | <b>% Variance</b> |
| <b>YTD Budget</b>       | <b>\$4.75 M</b> | <b>3.0%</b>       |

Refer to Statement of Financial Activity

**Key Investing Activities**

| <b>Amount attributable to investing activities</b> |                       |                       |                        |
|--|-----------------------|-----------------------|------------------------|
| <b>Adopted Budget</b>                              | <b>YTD Budget (a)</b> | <b>YTD Actual (b)</b> | <b>Var. \$ (b)-(a)</b> |
| <b>(\$2.16 M)</b>                                  | <b>(\$1.38 M)</b>     | <b>(\$0.80 M)</b>     | <b>\$0.57 M</b>        |

Refer to Statement of Financial Activity

| <b>Proceeds on sale</b> |                 |               |
|-------------------------|-----------------|---------------|
| <b>YTD Actual</b>       | <b>\$0.10 M</b> | <b>%</b>      |
| <b>Adopted Budget</b>   | <b>\$0.10 M</b> | <b>(6.7%)</b> |

Refer to 6 - Disposal of Assets

| <b>Asset Acquisition</b> |                 |                |
|--------------------------|-----------------|----------------|
| <b>YTD Actual</b>        | <b>\$0.75 M</b> | <b>% Spent</b> |
| <b>Adopted Budget</b>    | <b>\$2.41 M</b> | <b>(68.9%)</b> |

Refer to 5 - Capital Acquisitions

| <b>Capital Grants</b> |                 |                   |
|-----------------------|-----------------|-------------------|
| <b>YTD Actual</b>     | <b>\$0.28 M</b> | <b>% Received</b> |
| <b>Adopted Budget</b> | <b>\$1.23 M</b> | <b>(77.6%)</b>    |

Refer to 5 - Capital Acquisitions

**Key Financing Activities**

| <b>Amount attributable to financing activities</b> |                       |                       |                        |
|--|-----------------------|-----------------------|------------------------|
| <b>Adopted Budget</b>                              | <b>YTD Budget (a)</b> | <b>YTD Actual (b)</b> | <b>Var. \$ (b)-(a)</b> |
| <b>(\$0.91 M)</b>                                  | <b>(\$0.01 M)</b>     | <b>\$0.18 M</b>       | <b>\$0.19 M</b>        |

Refer to Statement of Financial Activity

| <b>Borrowings</b>           |                   |
|-----------------------------|-------------------|
| <b>Principal repayments</b> | <b>(\$0.34 M)</b> |
| <b>Interest expense</b>     | <b>(\$0.13 M)</b> |
| <b>Principal due</b>        | <b>\$1.77 M</b>   |

Refer to 10 - Borrowings

| <b>Reserves</b>         |                   |
|-------------------------|-------------------|
| <b>Reserves balance</b> | <b>\$7.26 M</b>   |
| <b>Net Movement</b>     | <b>(\$0.58 M)</b> |

Refer to 4 - Cash Reserves

| <b>Lease Liability</b>      |                   |
|-----------------------------|-------------------|
| <b>Principal repayments</b> | <b>(\$0.07 M)</b> |
| <b>Interest expense</b>     | <b>(\$0.05 M)</b> |
| <b>Principal due</b>        | <b>\$1.07 M</b>   |

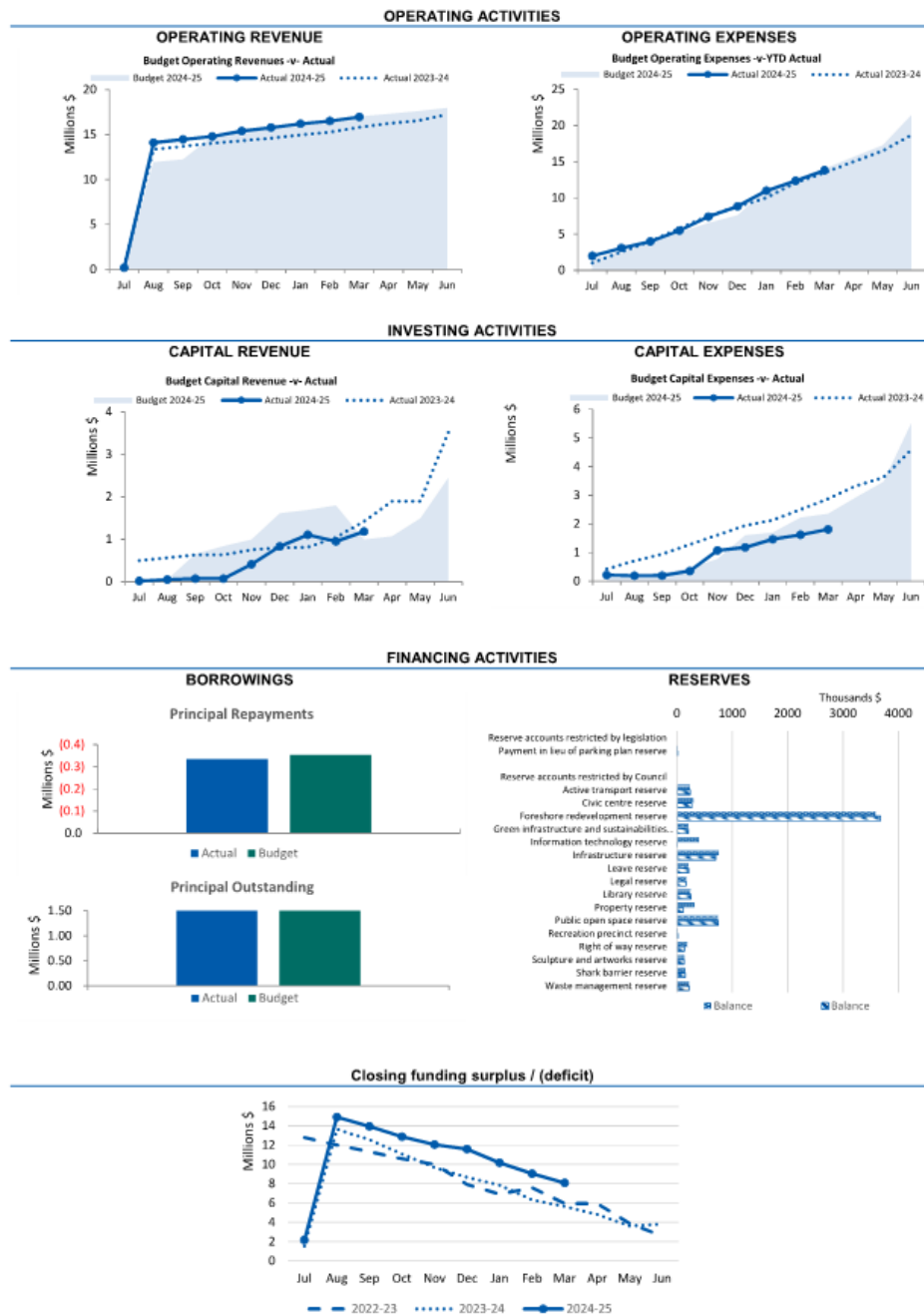
Refer to Note 11 - Lease Liabilities

This information is to be read in conjunction with the accompanying Financial Statements and notes.



**TOWN OF COTTESLOE**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 MARCH 2025**

**2 KEY INFORMATION - GRAPHICAL**



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**Financial assets at amortised cost**

**3 CASH AND FINANCIAL ASSETS AT AMORTISED COST**

| Description  | Classification                     | Unrestricted<br>\$ | Reserve<br>Accounts<br>\$ | Total<br>\$       | Trust<br>\$    | Institution | Interest<br>Rate | Maturity<br>Date |
|--|------------------------------------|--------------------|---------------------------|-------------------|----------------|-------------|------------------|------------------|
| Cash on hand                                       |                                    |                    |                           | 1,300             |                |             |                  |                  |
| Municipal Bank Account                             | Cash and cash equivalents          | 2,007,508          |                           | 2,007,508         |                | NAB         |                  | At Call          |
| Municipal Bank Account                             | Cash and cash equivalents          | 0                  | 1,167,286                 | 1,167,286         |                | NAB         |                  | At Call          |
| Term Deposit ***1864                               | Cash and cash equivalents          | 0                  | 1,975,462                 | 1,975,462         |                | WBC         | 4.80%            | 15/05/2025       |
| Term Deposit ***3360                               | Cash and cash equivalents          | 0                  |                           |                   | 283,193        | NAB         | 5.00%            | 20/05/2025       |
| Term Deposit ***103                                | Cash and cash equivalents          | 1,800,000          |                           | 1,800,000         |                | NAB         | 5.05%            | 16/04/2025       |
| Term Deposit ***919                                | Cash and cash equivalents          | 0                  | 366,933                   | 366,933           |                | NAB         | 5.05%            | 16/04/2025       |
| Term Deposit ***5968                               | Cash and cash equivalents          | 0                  | 1,945,993                 | 1,945,993         |                | WBC         | 5.11%            | 11/06/2025       |
| Term Deposit ***732                                | Cash and cash equivalents          | 1,821,970          |                           | 1,821,970         |                | NAB         | 4.95%            | 22/04/2025       |
| Term Deposit ***2109                               | Cash and cash equivalents          | 0                  | 1,800,802                 | 1,800,802         |                | CBA         | 4.79%            | 22/04/2025       |
| Term Deposit ***8287                               | Cash and cash equivalents          | 1,600,000          |                           | 1,600,000         |                | WBC         | 5.07%            | 22/04/2025       |
| Term Deposit ***5396                               | Financial assets at amortised cost | 7,237              |                           | 7,237             |                | NAB         | 4.80%            | 11/11/2025       |
| Term Deposit ***5397                               | Financial assets at amortised cost | 7,162              |                           | 7,162             |                | NAB         | 4.80%            | 11/11/2025       |
| <b>Total</b>                                       |                                    | <b>7,243,877</b>   | <b>7,256,476</b>          | <b>14,500,353</b> | <b>283,193</b> |             |                  |                  |
| <b>Comprising</b>                                  |                                    |                    |                           |                   |                |             |                  |                  |
| Cash and cash equivalents                          |                                    | 7,229,478          | 7,256,476                 | 14,485,954        | 283,193        |             |                  |                  |
| Financial assets at amortised cost - Term Deposits |                                    | 14,399             | 0                         | 14,399            | 0              |             |                  |                  |
|  |                                    | <b>7,243,877</b>   | <b>7,256,476</b>          | <b>14,500,353</b> | <b>283,193</b> |             |                  |                  |

**KEY INFORMATION**

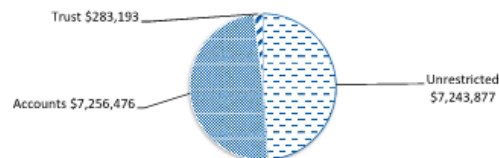
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



**TOWN OF COTTESLOE**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 MARCH 2025**

**4 RESERVE ACCOUNTS**

| Reserve account name  | Budget           |                  |                    |                  | Actual           |                  |                   |                  |
|---|------------------|------------------|--------------------|------------------|------------------|------------------|-------------------|------------------|
|   | Opening Balance  | Transfers In (+) | Transfers Out (-)  | Closing Balance  | Opening Balance  | Transfers In (+) | Transfers Out (-) | Closing Balance  |
|   | \$               | \$               | \$                 | \$               | \$               | \$               | \$                | \$               |
| <b>Reserve accounts restricted by legislation</b>             |                  |                  |                    |                  |                  |                  |                   |                  |
| Payment in lieu of parking plan reserve                       | 12,613           | 612              | 0                  | 13,225           | 12,613           | 360              | 0                 | 12,973           |
| <b>Reserve accounts restricted by Council</b>                 |                  |                  |                    |                  |                  |                  |                   |                  |
| Active transport reserve                                      | 235,129          | 211,413          | (30,000)           | 416,542          | 235,129          | 6,702            | 0                 | 241,831          |
| Civic centre reserve  | 291,048          | 14,127           | (29,000)           | 276,175          | 291,048          | 7,673            | (28,978)          | 269,743          |
| Foreshore redevelopment reserve                               | 3,575,980        | 173,575          | 0                  | 3,749,555        | 3,575,980        | 101,933          | 0                 | 3,677,913        |
| Green infrastructure and sustainabilities initiatives reserve | 203,767          | 109,891          | (124,292)          | 189,366          | 203,767          | 5,701            | (6,117)           | 203,351          |
| Information technology reserve                                | 396,635          | 79,252           | (406,209)          | 69,678           | 396,635          | 4,471            | (400,489)         | 617              |
| Infrastructure reserve  | 755,043          | 367,645          | (74,490)           | 1,048,198        | 755,043          | 21,464           | (74,490)          | 702,017          |
| Leave reserve   | 207,728          | 60,122           | 0                  | 267,850          | 207,728          | 5,921            | 0                 | 213,649          |
| Legal reserve   | 160,714          | 7,801            | 0                  | 168,515          | 160,714          | 4,581            | 0                 | 165,295          |
| Library reserve   | 249,817          | 12,126           | 0                  | 261,943          | 249,817          | 7,121            | 0                 | 256,938          |
| Property reserve  | 308,015          | 390,986          | (253,740)          | 445,261          | 308,015          | 7,283            | (201,393)         | 113,905          |
| Public open space reserve                                     | 746,739          | 36,246           | (37,291)           | 745,694          | 746,739          | 21,286           | (19,291)          | 748,734          |
| Recreation precinct reserve                                   | 15,298           | 743              | 0                  | 16,041           | 15,298           | 436              | 0                 | 15,734           |
| Right of way reserve  | 194,653          | 9,448            | (65,618)           | 138,483          | 194,653          | 5,042            | (65,618)          | 134,077          |
| Sculpture and artworks reserve                                | 126,890          | 6,159            | 0                  | 133,049          | 126,890          | 3,617            | 0                 | 130,507          |
| Shark barrier reserve   | 145,431          | 12,059           | 0                  | 157,490          | 145,431          | 4,145            | 0                 | 149,576          |
| Waste management reserve                                      | 213,529          | 10,365           | 0                  | 223,894          | 213,529          | 6,087            | 0                 | 219,616          |
|   | <b>7,839,029</b> | <b>1,502,570</b> | <b>(1,020,640)</b> | <b>8,320,959</b> | <b>7,839,029</b> | <b>213,823</b>   | <b>(796,376)</b>  | <b>7,256,476</b> |

**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**INVESTING ACTIVITIES**

**5 CAPITAL ACQUISITIONS**

| Capital acquisitions  | Adopted          |                  | YTD Actual       | YTD Variance     |
|---|------------------|------------------|------------------|------------------|
|   | Budget           | YTD Budget       |                  |                  |
|   | \$               | \$               | \$               | \$               |
| Buildings - non-specialised                                 | 757,106          | 542,861          | 193,364          | (349,497)        |
| Furniture and equipment                                     | 131,218          | 59,142           | 75,836           | 16,694           |
| Plant and equipment   | 292,000          | 69,307           | 173,216          | 103,909          |
| <b>Acquisition of property, plant and equipment</b>         | <b>1,180,324</b> | <b>671,310</b>   | <b>442,416</b>   | <b>(228,894)</b> |
| Infrastructure - roads                                      | 342,725          | 34,974           | 4,941            | (30,033)         |
| Infrastructure - car parks                                  | 190,636          | 73,790           | 91,730           | 17,940           |
| Infrastructure - drainage                                   | 34,000           | 11,900           | 24,000           | 12,100           |
| Infrastructure - footpaths                                  | 453,058          | 403,364          | 20,147           | (383,217)        |
| Infrastructure - parks and ovals                            | 479,225          | 37,385           | 56,813           | 19,428           |
| Infrastructure - right of way                               | 65,618           | 65,618           | 65,618           | 0                |
| Infrastructure - other                                      | 848,250          | 463,700          | 486,651          | 22,951           |
| <b>Acquisition of infrastructure</b>                        | <b>2,413,512</b> | <b>1,090,731</b> | <b>749,900</b>   | <b>(340,831)</b> |
| <b>Total of PPE and Infrastructure.</b>                     | <b>3,593,836</b> | <b>1,762,041</b> | <b>1,192,316</b> | <b>(569,725)</b> |
| <b>Total capital acquisitions</b>                           | <b>3,593,836</b> | <b>1,762,041</b> | <b>1,192,316</b> | <b>(569,725)</b> |
| <b>Capital Acquisitions Funded By:</b>                      |                  |                  |                  |                  |
| Capital grants and contributions                            | 1,228,261        | 275,735          | 275,735          | 0                |
| Other (disposals & C/Fwd)                                   | 137,000          | 75,145           | 97,036           | 21,891           |
| Reserve accounts  |                  |                  |                  |                  |
| Active transport reserve                                    | 30,000           | 0                | 0                | 0                |
| Civic centre reserve  | 29,000           | (25,000)         | 28,978           | 53,978           |
| Green infrastructure and sustainability initiatives reserve | 124,292          | (4,292)          | 6,117            | 10,409           |
| Information technology reserve                              | 406,209          | (337,356)        | 400,489          | 737,845          |
| Infrastructure reserve                                      | 74,490           | (6,490)          | 74,490           | 80,980           |
| Property reserve  | 253,740          | (126,393)        | 201,393          | 327,786          |
| Public open space reserve                                   | 37,291           | (19,291)         | 19,291           | 38,582           |
| Right of way reserve  | 65,618           | (65,618)         | 65,618           | 131,236          |
| Contribution - operations                                   | 1,207,935        | 1,995,601        | 23,169           | (1,972,432)      |
| <b>Capital funding total</b>                                | <b>3,593,836</b> | <b>1,762,041</b> | <b>1,192,316</b> | <b>(569,725)</b> |

**KEY INFORMATION**

**Initial recognition**

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Town includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Town's revaluation policy, are recognised at cost and disclosed as being at reportable value.

**Measurement after recognition**

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

**Reportable Value**
























































In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

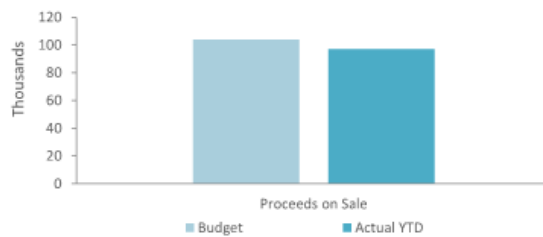
| Capital expenditure total<br>Level of completion indicators                         |  | Percentage Year to Date Actual to Annual Budget expenditure where the<br>expenditure over budget highlighted in red. |                  |                  |                |
|---|--|--|------------------|------------------|----------------|
|    | 0%   |  |                  |                  |                |
|    | 20%  |  |                  |                  |                |
|    | 40%  |  |                  |                  |                |
|    | 60%  |  |                  |                  |                |
|    | 80%  |  |                  |                  |                |
|    | 100%   |  |                  |                  |                |
|    | Over 100%  |  |                  |                  |                |
|   |  | Adopted  |                  |                  | Variance       |
|   | Account Description  | Budget   | YTD Budget       | YTD Actual       | (Under)/Over   |
|    | 05.1023.0002 Jarrad Street Carpark Footpath Renewal (Boatshed)   | 62,000   | 0                | 0                | 0              |
|    | 05.5010.0002 Cottesloe Carpark No.1 Patching   | 35,000   | 18,270           | 18,270           | 0              |
|    | 05.5021.0002 Cottesloe Carpark No.2 Strategy - WIP   | 93,636   | 55,520           | 73,460           | (17,940)       |
|    | 09.9000.0002 Drainage Installation   | 34,000   | 11,900           | 24,000           | (12,100)       |
|    | 15.1051.0002 Eric Street Shared Path (Marine Parade to Curtin Avenue)                                  | 30,000   | 0                | 0                | 0              |
|    | 15.9000.0002 Footpath and Kerb Renewal   | 23,058   | 3,364            | 20,147           | (16,783)       |
|    | 14.1126.0002 Marine Parade Shared path upgrade   | 400,000  | 400,000          | 0                | 400,000        |
|    | 48.1068.0020 Inground sensors  | 71,568   | 24,523           | 41,218           | (16,695)       |
|    | 20.1136.0002 Replace Bore and Pump at Napier Street and Curtin Avenue Intersection                     | 4,292  | 4,292            | 4,292            | 0              |
|    | 20.1126.0002 Reticulation Upgrade Marine Parade (Vera Street to North Street)                          | 55,000   | 0                | 0                | 0              |
|    | 20.6110.0002 Upgrade Reticulation System at Jasper Green (improve pressure)                            | 15,000   | 8,305            | 9,664            | (1,359)        |
|    | 45.1047.1142 Renewal of Shade Shelters (Main Beach)  | 19,140   | 19,140           | 19,140           | 0              |
|    | 45.4131.0002 Beach Access Path Upgrades & Modifications  | 60,000   | 23,230           | 30,378           | (7,148)        |
|    | 45.6040.0002 Groyne Access Ramp Works  | 150,000  | 0                | 3,413            | (3,413)        |
|    | 44.4101.0002 Supply and install handrail at stairs in front of Cottesloe Surf Lifesaving Club Boatshed | 6,490  | 0                | 6,490            | (6,490)        |
|    | 43.4010.0002 Anderson Pavilion Protection Fence  | 8,290  | 0                | 0                | 0              |
|    | 43.1068.0002 Forest Street Compacting bin  | 0  | 0                | 5,400            | (5,400)        |
|    | 45.1047.0002 Foreshore Retaining Wall  | 68,000   | 0                | 500              | (500)          |
|    | 45.4185.0002 Shark Barrier   | 400,000  | 400,000          | 400,000          | 0              |
|   | 45.6120.0002 Skate Park Signage & John Black Dune Park drink fountain                                  | 86,330   | 21,330           | 21,330           | 0              |
|  | 44.4131.0002 Beach Access Path Upgrade (Detail Design)   | 50,000   | 0                | 0                | 0              |
|  | 35.4049.0002 Office Refurbishment Stage 2  | 115,000  | 0                | 0                | 0              |
|  | 30.4085.0002 Renewal of Shade Sails  | 12,220   | 0                | 1,100            | (1,100)        |
|  | 30.6030.1144 Replace three lighting towers in the upper lawn area of the Civic Centre                  | 15,000   | 0                | 0                | 0              |
|  | 30.9000.1141 Harvey Field (Broome Street) Playground Upgrade   | 290,422  | 5,497            | 15,205           | (9,708)        |
|  | 30.7010.0002 Andrews Place Playground Softfall Replacement   | 19,291   | 19,291           | 19,291           | 0              |
|  | 28.7031.0002 Dutch Inn Playground Steel Shelter  | 18,000   | 0                | 0                | 0              |
|  | 29.7030.0002 Civic Centre Playground Upgrade Project (Detail Design)                                   | 36,000   | 0                | 7,261            | (7,261)        |
|  | 30.6100.0002 Harvey Field - cricket net & basketball hoop renewal                                      | 14,000   | 0                | 0                | 0              |
|  | 23.2022.0002 ROW 4B  | 65,618   | 65,618           | 65,618           | 0              |
|  | 38.1126.0002 Marine Parade Raised Platform (Dutch Inn)   | 20,000   | 20,000           | 0                | 20,000         |
|  | 39.7130.0002 Healthy Streets Project   | 126,000  | 0                | 0                | 0              |
|  | 40.1156.0002 MRRG Project - Railway Street (Perth Street to Burt Street)                               | 83,000   | 0                | 217              | (217)          |
|  | 40.9000.0002 Roads to Recovery Project - TBC   | 52,725   | 0                | 0                | 0              |
|  | 40.1126.0002 Marine Parade Lighting  | 5,000  | 4,724            | 4,724            | 0              |
|  | 40.1028.0002 Brixton Street Resurfacing  | 15,000   | 0                | 0                | 0              |
|  | 40.1126.0110 Marine Parade (Forrest Street) Speed Cushions   | 11,000   | 2,750            | 0                | 2,750          |
|  | 40.1126.0115 Marine Parade Crossings Linemarking   | 30,000   | 7,500            | 0                | 7,500          |
|  | 35.4010.0002 Anderson Pavilion Development (C/Fwd)   | 91,201   | 35,450           | 35,450           | 0              |
|  | 35.4019.0002 149 Marine Parade Toilet Upgrade  | 187,000  | 187,000          | 152,612          | 34,388         |
|  | 35.4050.0002 Civic Centre Conservation Renewal   | 43,905   | 411              | 411              | 0              |
|  | 35.1171.0002 Seaview Golf Course   | 0  | 0                | 4,891            | (4,891)        |
|  | 34.4010.0002 Solar Panels  | 20,000   | 20,000           | 0                | 20,000         |
|  | 33.6080.0002 South Cottesloe Toilet  | 300,000  | 300,000          | 0                | 300,000        |
|  | 49.9000.0016 Photocopier   | 25,000   | 0                | 0                | 0              |
|  | 48.4050.0902 Office Accommodation  | 29,000   | 28,978           | 28,978           | 0              |
|  | 49.4050.0002 Civic Centre Building Hydrotap  | 5,650  | 5,641            | 5,641            | 0              |
|  | 47.9000.0002 Fleet and Plant Replacement   | 292,000  | 69,307           | 173,216          | (103,909)      |
|   |  | <b>3,593,836</b>   | <b>1,762,041</b> | <b>1,192,316</b> | <b>569,725</b> |

**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES**

**6 DISPOSAL OF ASSETS**

| Asset<br>Ref. | Asset description          | Budget         |                |          |          | YTD Actual    |               |               |                |
|---------------|----------------------------|----------------|----------------|----------|----------|---------------|---------------|---------------|----------------|
|               |                            | Net Book       |                | Profit   | (Loss)   | Net Book      |               | Profit        | (Loss)         |
|               |                            | Value          | Proceeds       |          |          | Value         | Proceeds      |               |                |
|               |                            | \$             | \$             | \$       | \$       | \$            | \$            | \$            | \$             |
|               | <b>Plant and equipment</b> |                |                |          |          |               |               |               |                |
| 1450          | Bobcat                     | 14,145         | 14,145         | 0        | 0        | 9,626         | 31,818        | 22,192        | 0              |
| 1724          | Ride on mower              | 36,355         | 36,355         | 0        | 0        | 32,081        | 36,355        | 4,274         | 0              |
| 1500          | Ride on mower              | 3,645          | 3,645          | 0        | 0        |               | 9,545         | 9,545         | 0              |
| 1505          | Suzuki Swift               | 6,224          | 6,224          | 0        | 0        |               |               | 0             | 0              |
| 1610          | Ford Ranger Ute            | 21,000         | 21,000         | 0        | 0        | 26,898        | 19,318        | 0             | (7,580)        |
| 1504          | Water Truck                | 22,632         | 22,632         | 0        | 0        |               |               | 0             | 0              |
|               |                            | <b>104,001</b> | <b>104,001</b> | <b>0</b> | <b>0</b> | <b>68,605</b> | <b>97,036</b> | <b>36,011</b> | <b>(7,580)</b> |



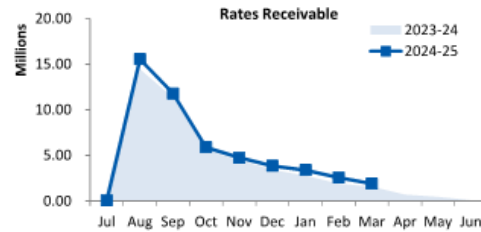
**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES**

**7 RECEIVABLES**

**Rates receivable**

|                               | 30 June 2024   | 31 Mar 2025      |
|-------------------------------|----------------|------------------|
|                               | \$             | \$               |
| Opening arrears previous year | 216,324        | 267,438          |
| Levied this year              | 12,493,659     | 11,336,493       |
| Less - collections to date    | (12,442,545)   | (9,724,015)      |
| <b>Net rates collectable</b>  | <b>267,438</b> | <b>1,879,916</b> |
| % Collected                   | 97.9%          | 83.8%            |



| Receivables - general                        | Credit | Current | 30 Days | 60 Days | 90+ Days | Total          |
|--|--------|---------|---------|---------|----------|----------------|
|  | \$     | \$      | \$      | \$      | \$       | \$             |
| Receivables - general                        | 0      | 233,703 | 27,709  | 29,592  | 360,370  | 651,374        |
| Percentage                                   | 0.0%   | 35.9%   | 4.3%    | 4.5%    | 55.3%    |                |
| <b>Balance per trial balance</b>             |        |         |         |         |          |                |
| Trade receivables                            |        | 233,703 | 27,709  | 29,592  | 360,370  | 651,374        |
| GST receivable                               |        | 66,952  |         |         |          | 66,952         |
| Receivables for employee related provisions  |        |         |         |         | 47,493   | 47,493         |
| <b>Total receivables general outstanding</b> |        |         |         |         |          | <b>765,819</b> |

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

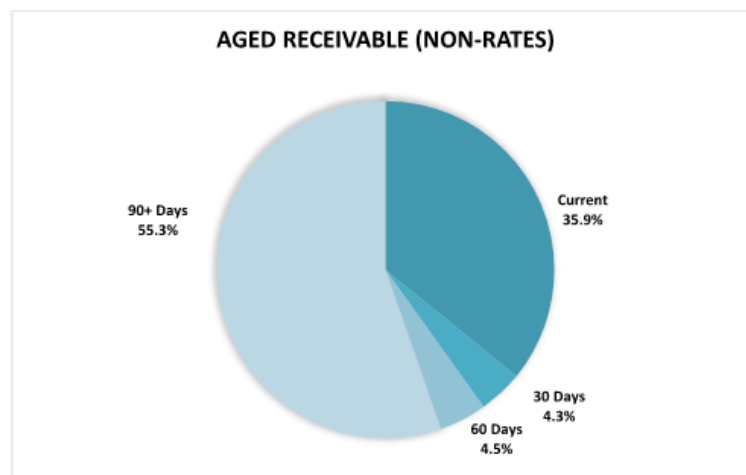
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

**Classification and subsequent measurement**

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Town measures them subsequently at amortised cost using the effective interest rate method.



**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES**

**8 OTHER CURRENT ASSETS**

|  | Opening<br>Balance<br>1 July 2024 | Asset<br>Increase | Asset<br>Reduction | Closing<br>Balance<br>31 March 2025 |
|--|-----------------------------------|-------------------|--------------------|-------------------------------------|
|  | \$                                | \$                | \$                 | \$                                  |
| <b>Other current assets</b>  |                                   |                   |                    |                                     |
| <b>Other financial assets at amortised cost</b>                    |                                   |                   |                    |                                     |
| Financial assets at amortised cost                                 | 5,382,147                         |                   | (5,367,748)        | 14,399                              |
| Financial assets at amortised cost - self supporting loans         | 35,069                            |                   | (17,416)           | 17,653                              |
| Financial assets at fair values through other comprehensive income | 35,802                            |                   |                    | 35,802                              |
| <b>Inventory</b>   |                                   |                   |                    |                                     |
| Visitor centre stock   | 31,261                            |                   |                    | 31,261                              |
| Other inventories - Provision for Obsolescence                     | (22,301)                          |                   |                    | (22,301)                            |
| <b>Other assets</b>  |                                   |                   |                    |                                     |
| Prepayments  | 232,772                           |                   | (232,772)          | 0                                   |
| Accrued income   | 11,523                            |                   | (11,099)           | 424                                 |
| Contract assets  | 207,534                           |                   | (207,534)          | 0                                   |
| <b>Total other current assets</b>                                  | <b>5,913,807</b>                  | <b>0</b>          | <b>(5,836,569)</b> | <b>77,238</b>                       |
| <b>Amounts shown above include GST (where applicable)</b>          |                                   |                   |                    |                                     |

**KEY INFORMATION**

**Other financial assets at amortised cost**

The Town classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

**Inventory**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.



**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

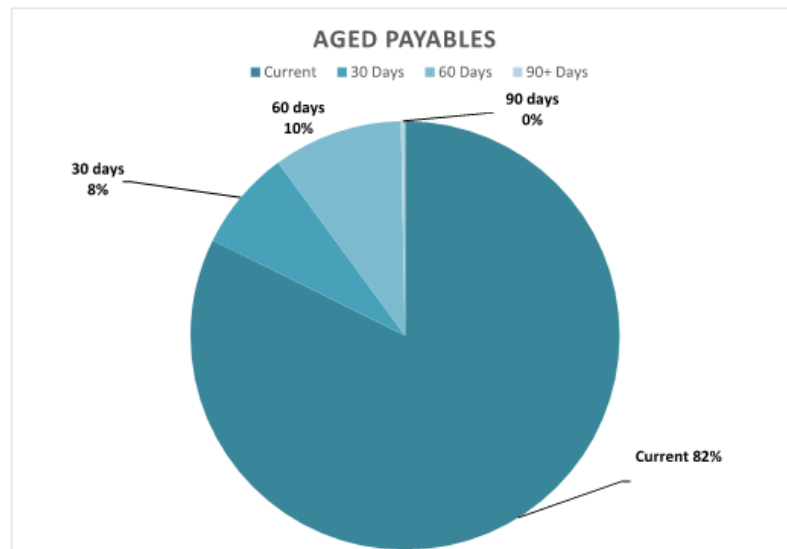
**OPERATING ACTIVITIES**

**9 PAYABLES**

| Payables - general  | Credit | Current | 30 Days  | 60 Days  | 90+ Days | Total            |
|---|--------|---------|----------|----------|----------|------------------|
|   | \$     | \$      | \$       | \$       | \$       | \$               |
| Payables - general  | 0      | 294,448 | (27,205) | 34,955   | 1,060    | 303,258          |
| Percentage  | 0.0%   | 82.3%   | 7.6%     | 9.8%     | 0.3%     |                  |
| <b>Balance per trial balance</b>                          |        |         |          |          |          |                  |
| Sundry creditors  |        | 294,448 | (27,205) | 34,955   | 1,060    | 303,258          |
| Bonds and deposits held                                   |        | 14,957  | 250      | (10,310) | 898,856  | 903,753          |
| Income received in advance                                |        |         |          |          | 101,901  | 101,901          |
| Accrued expenses  |        |         |          |          | 213,001  | 213,001          |
| Contract retention  |        |         | (10,412) |          | 64,196   | 53,784           |
| <b>Total payables general outstanding</b>                 |        |         |          |          |          | <b>1,575,697</b> |
| <b>Amounts shown above include GST (where applicable)</b> |        |         |          |          |          |                  |

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Town prior to the end of the period that are unpaid and arise when the Town becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**FINANCING ACTIVITIES**

**10 BORROWINGS**

**Repayments - borrowings**

| Information on borrowings<br>Particulars | Loan No. | 1 July 2024      | Principal Repayments |                  | Principal Outstanding |                  | Interest Repayments |                  |
|--|----------|------------------|----------------------|------------------|-----------------------|------------------|---------------------|------------------|
|  |          |                  | Actual               | Budget           | Actual                | Budget           | Actual              | Budget           |
|  |          | \$               | \$                   | \$               | \$                    | \$               | \$                  | \$               |
| JOINT LIBRARY                            | 107      | 2,037,001        | (319,050)            | (319,050)        | 1,717,951             | 1,717,951        | (127,499)           | (127,499)        |
|  |          | 2,037,001        | (319,050)            | (319,050)        | 1,717,951             | 1,717,951        | (127,499)           | (127,499)        |
| <b>Self supporting loans</b>             |          |                  |                      |                  |                       |                  |                     |                  |
| COTTESLOE TENNIS CLUB                    | 108      | 71,096           | (17,417)             | (35,069)         | 53,679                | 36,027           | (963)               | (1,691)          |
|  |          | 71,096           | (17,417)             | (35,069)         | 53,679                | 36,027           | (963)               | (1,691)          |
| <b>Total</b>                             |          | <b>2,108,097</b> | <b>(336,467)</b>     | <b>(354,119)</b> | <b>1,771,630</b>      | <b>1,753,978</b> | <b>(128,462)</b>    | <b>(129,190)</b> |
| Current borrowings                       |          | 354,119          |                      |                  | 17,653                |                  |                     |                  |
| Non-current borrowings                   |          | 1,753,978        |                      |                  | 1,753,977             |                  |                     |                  |
|  |          | <b>2,108,097</b> |                      |                  | <b>1,771,630</b>      |                  |                     |                  |

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

**KEY INFORMATION**

The City has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**FINANCING ACTIVITIES**

**11 LEASE LIABILITIES**

**Movement in carrying amounts**

| Information on leases<br>Particulars | Lease No. | 1 July 2024      | Principal Repayments |                 | Principal Outstanding |                  | Interest Repayments |                 |
|--------------------------------------|-----------|------------------|----------------------|-----------------|-----------------------|------------------|---------------------|-----------------|
|                                      |           |                  | Actual               | Budget          | Actual                | Budget           | Actual              | Budget          |
|                                      |           |                  | \$                   | \$              | \$                    | \$               | \$                  | \$              |
| Depot facility                       | 1         | 1,129,858        | (66,954)             | (67,000)        | 1,062,904             | 1,062,858        | (46,498)            | (46,500)        |
| Telephone system                     | 3         | 342              | (148)                | (342)           | 194                   | 0                | 9                   | 0               |
| Folding machine (New)                | 4         | 6,149            | (3,206)              | (4,299)         | 2,943                 | 1,850            | (160)               | (189)           |
| <b>Total</b>                         |           | <b>1,136,349</b> | <b>(70,308)</b>      | <b>(71,641)</b> | <b>1,066,041</b>      | <b>1,064,708</b> | <b>(46,649)</b>     | <b>(46,689)</b> |
| Current lease liabilities            |           | 59,583           |                      |                 | 56,230                |                  |                     |                 |
| Non-current lease liabilities        |           | 1,076,766        |                      |                 | 1,009,811             |                  |                     |                 |
|                                      |           | <b>1,136,349</b> |                      |                 | <b>1,066,041</b>      |                  |                     |                 |

All lease repayments were financed by general purpose revenue.

0

**KEY INFORMATION**

At inception of a contract, the Town assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Town uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider   | Capital grant/contribution liabilities |             |             |             |           | Capital grants, subsidies and contributions revenue |           |           |            |           |           |
|--|--|-------------|-------------|-------------|-----------|---|-----------|-----------|------------|-----------|-----------|
|  | Liability                              | Increase in | Decrease in | Liability   | Current   | Adopted   | YTD       | Annual    | Budget     |           | YTD       |
|  | 1 July 2024                            | Liability   | Liability   | 31 Mar 2025 | Liability | Budget  | Budget    | Budget    | Variations | Expected  | Revenue   |
|  | \$                                     | \$          | \$          | \$          | \$        | \$  | \$        | \$        | \$         | \$        | \$        |
| Capital grants and subsidies                             |  |             |             |             |           |   |           |           |            |           |           |
| Anderson Pavillion Development (C/Fwd)                   |  |             |             | 0           |           | 26,057  | 0         | 26,057    |            | 26,057    | 0         |
| DPIRD - Dept Fisheries                                   |  |             |             | 0           |           | 400,000   | 400,000   | 400,000   |            | 400,000   | 400,000   |
| Eric Street Shared Path (Marine Parade to Curtin Avenue) |  |             |             | 0           |           | 242,507   | (186,161) | (155,651) |            | (155,651) | (155,651) |
| LRCI Program   |  |             |             | 0           |           | 90,422  | 51,883    | 90,422    |            | 90,422    | 0         |
| MRRG Improvement - Railway St (Perth St to Burt St)      |  |             |             | 0           |           | 83,000  | 0         | 83,000    |            | 83,000    | 21,373    |
| Road Safety Council                                      |  |             |             | 0           |           | 20,000  | 0         | 20,000    |            | 20,000    | 0         |
| Roads to Recovery  |  |             |             | 0           |           | 90,163  | 0         | 52,725    |            | 52,725    | 0         |
| Healthy Streets Project                                  |  |             |             | 0           |           | 0   | 0         | 100,000   |            | 100,000   | 0         |
| Marine Parade Shared Path Upgrade Project                |  |             |             | 0           |           | 0   | 0         | 400,000   |            | 400,000   | 0         |
|  | 0                                      | 0           | 0           | 0           | 0         | 952,149   | 265,722   | 1,016,553 | 0          | 1,016,553 | 265,722   |
| Capital contributions                                    |  |             |             |             |           |   |           |           |            |           |           |
| Cash in lieu of public open space                        |  |             |             | 0           | 0         | 11,708  | 10,013    | 11,708    |            | 11,708    | 10,013    |
| LGIS (Civic Centre Conservation Renewal)                 |  |             |             | 0           |           | 200,000   | 0         | 200,000   |            | 200,000   | 0         |
|  | 0                                      | 0           | 0           | 0           | 0         | 211,708   | 10,013    | 211,708   | 0          | 211,708   | 10,013    |
| TOTALS   | 0                                      | 0           | 0           | 0           | 0         | 1,163,857   | 275,735   | 1,228,261 | 0          | 1,228,261 | 275,735   |

**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES**

**12 OTHER CURRENT LIABILITIES**

|  | Note | Opening<br>Balance<br>1 July 2024<br>\$ | Liability<br>transferred<br>from/(to)<br>non current<br>\$ | Liability<br>Increase<br>\$ | Liability<br>Reduction<br>\$ | Closing<br>Balance<br>31 March 2025<br>\$ |
|--|------|---|--|-----------------------------|------------------------------|---|
| <b>Other current liabilities</b>       |      |   |  |                             |                              |   |
| <b>Other liabilities</b>               |      |   |  |                             |                              |   |
| Contract liabilities                   |      | 62,663                                  | 0  |                             | (402)                        | 62,261                                    |
| <b>Total other liabilities</b>         |      | 62,663                                  | 0  | 0                           | (402)                        | 62,261                                    |
| <b>Employee Related Provisions</b>     |      |   |  |                             |                              |   |
| Annual leave                           |      | 711,871                                 | 0  | 13,425                      |                              | 725,296                                   |
| Long service leave                     |      | 463,921                                 | 0  |                             | (12,829)                     | 451,092                                   |
| <b>Total Provisions</b>                |      | 1,175,792                               | 0  | 13,425                      | (12,829)                     | 1,176,388                                 |
| <b>Total other current liabilities</b> |      | <b>1,238,455</b>                        | <b>0</b>   | <b>13,425</b>               | <b>(13,231)</b>              | <b>1,238,649</b>                          |

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

**KEY INFORMATION**

**Provisions**

Provisions are recognised when the Town has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**Employee Related Provisions**

**Short-term employee benefits**

Provision is made for the Town's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Town's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

**Other long-term employee benefits**

The Town's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Town's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Town does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**Contract liabilities**

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

**Capital grant/contribution liabilities**

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Town are recognised as a liability until such time as the Town satisfies its obligations under the agreement.

TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider  | Unspent grant, subsidies and contributions liability |                          |  |                          |                                     | Grants, subsidies and contributions revenue |               |                  |                      |          |                       |
|---|--|--------------------------|--|--------------------------|-------------------------------------|---|---------------|------------------|----------------------|----------|-----------------------|
|   | Liability<br>1 July 2024                             | Increase in<br>Liability | Decrease in<br>Liability<br>(As revenue) | Liability<br>31 Mar 2025 | Current<br>Liability<br>31 Mar 2025 | Adopted<br>Budget<br>Revenue                | YTD<br>Budget | Annual<br>Budget | Budget<br>Variations | Expected | YTD Revenue<br>Actual |
|   | \$   | \$                       | \$                                       | \$                       | \$                                  | \$  | \$            | \$               | \$                   | \$       | \$                    |
| <b>Grants and subsidies</b>                       |  |                          |  |                          |                                     |   |               |                  |                      |          |                       |
| Coastal Adaptation and Protection Grants (DoT)    |  |                          |  | 0                        |                                     | 17,704                                      | 0             | 17,704           |                      | 17,704   | 0                     |
| Direct Grant (MRWA)                               |  |                          |  | 0                        |                                     | 33,822                                      | 33,822        | 33,822           |                      | 33,822   | 33,822                |
| Financial Assistance Grants - General (WALGGC)    |  |                          |  | 0                        |                                     | 188,998                                     | 24,979        | 33,305           |                      | 33,305   | 24,979                |
| Financial Assistance Grants - Local Road (WALGGC) |  |                          |  | 0                        |                                     | 106,152                                     | 8,027         | 10,703           |                      | 10,703   | 8,027                 |
| Sanitation  |  |                          |  | 0                        |                                     | 2,651                                       | 0             | 2,651            |                      | 2,651    | 0                     |
| Australia Day                                     |  |                          |  | 0                        |                                     | 15,000                                      | 12,000        | 12,000           |                      | 12,000   | 12,000                |
| Urban Canopy (WALGA)                              |  |                          |  | 0                        |                                     | 11,770                                      | 33,336        | 33,336           |                      | 33,336   | 33,336                |
|   | 0  | 0                        | 0  | 0                        | 0                                   | 376,097                                     | 112,164       | 143,521          | 0                    | 143,521  | 112,164               |
| <b>Contributions</b>                              |  |                          |  |                          |                                     |   |               |                  |                      |          |                       |
| Community stewardship                             |  |                          |  | 0                        |                                     | 7,341                                       | 0             | 10,000           |                      | 10,000   | 9,418                 |
| Cottesloe RSL Sub Branch                          |  |                          |  | 0                        |                                     | 4,000                                       | 125           | 500              |                      | 500      | 0                     |
| Hire facilities damage                            |  |                          |  | 0                        |                                     | 500   | 4,195         | 5,000            |                      | 5,000    | 4,795                 |
| MRWA street lighting utilities                    |  |                          |  | 0                        |                                     | 15,000                                      | 2,034         | 15,000           |                      | 15,000   | 2,034                 |
| Parking Facilities                                |  |                          |  | 0                        |                                     | 45,000                                      | 6,250         | 25,000           |                      | 25,000   | 0                     |
| Salary Subsidy                                    |  |                          |  | 0                        |                                     | 0   | 3,885         | 3,885            |                      |          | 3,884                 |
| PTA Bus Stop Infrastructure Partnership           |  |                          |  | 0                        |                                     | 1,000                                       | 0             | 1,000            |                      | 1,000    | 0                     |
|   | 0  | 0                        | 0  | 0                        | 0                                   | 72,841                                      | 16,489        | 60,385           | 0                    | 56,500   | 20,131                |
| <b>TOTALS</b>                                     | 0  | 0                        | 0  | 0                        | 0                                   | 448,938                                     | 128,653       | 203,906          | 0                    | 200,021  | 132,295               |

**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**14 INVESTMENT IN ASSOCIATES**

**(a) Investment in associate**

The table below reflects the financial results of the Town's investment in associates as reported by the associate.

Aggregate carrying amount of interests in associates accounted for using the equity method are reflected in the table below.

**Carrying amount at 1 July**  
**Carrying amount at 30 June**

| <b>Adopted</b>            |                       |                               |
|---------------------------|-----------------------|-------------------------------|
| <b>Budget<br/>Revenue</b> | <b>YTD<br/>Budget</b> | <b>YTD Revenue<br/>Actual</b> |
| <b>\$</b>                 | <b>\$</b>             | <b>\$</b>                     |
| 0                         | 0                     | 633,255                       |
| 0                         | 0                     | 633,255                       |

**KEY INFORMATION**

**Investments in associates**

An associate is an entity over which the Town has the power to participate in the financial and operating policy decisions of the investee but not control or joint control of those policies.

Investments in associates are accounted for using the equity method. The equity method of accounting, is whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Town's share of net assets of the associate. In addition, the Town's share of the profit or loss of the associate is included in the Town's profit or loss.

**TOWN OF COTTESLOE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MARCH 2025**

**15 TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

| Description                       | Opening<br>Balance<br>1 July 2024 | Amount<br>Received | Amount<br>Paid | Closing<br>Balance<br>31 March 2025 |
|-----------------------------------|-----------------------------------|--------------------|----------------|-------------------------------------|
|                                   | \$                                | \$                 | \$             | \$                                  |
| Cash in lieu of public open space | 280,195                           | 2,142              | 0              | 282,337                             |
| Abandoned Vehicles                | 850                               | 6                  | 0              | 856                                 |
|                                   | <b>281,045</b>                    | <b>2,148</b>       | <b>0</b>       | <b>283,193</b>                      |



**TOWN OF COTTESLOE**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 MARCH 2025**

**16 BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

| Description  | Council Resolution | Non Cash Adjustment<br>\$ | Increase in Available Cash<br>\$ | Decrease in Available Cash<br>\$ | Amended Budget Running Balance<br>\$ |
|--|--------------------|---------------------------|----------------------------------|----------------------------------|--------------------------------------|
| <b>Budget adoption</b>   |                    |                           |                                  |                                  |                                      |
| Seaview golf club stage 2 feasibility study  | 22/10/2024         |                           |                                  | (75,000)                         | (75,000)                             |
| Transfer from Property Reserve   | 22/10/2024         |                           | 75,000                           |                                  | 0                                    |
| Detailed design - Healthy Streets - Broome St & Marmion St treatments                  | 26/11/2024         |                           |                                  | (100,000)                        | (100,000)                            |
| MRWA grant funding for healthy streets project - Detailed design                       | 26/11/2024         |                           | 100,000                          |                                  | 0                                    |
| Sculpture by the Sea events operating expense  | 17/12/2024         |                           | 70,000                           |                                  | 70,000                               |
| Grant to Sculpture by the Sea Incorporated   | 17/12/2024         |                           |                                  | (5,000)                          | 65,000                               |
| Closing surplus from Audited 2023/2024 Annual Financial Statements                     | 25/02/2025         |                           | 1,119,269                        |                                  | 1,184,269                            |
| Increase Interim Rate  | 25/03/2025         |                           | 25,000                           |                                  | 1,209,269                            |
| Rates - Other immaterial budget amendments   | 25/03/2025         |                           | 19,220                           |                                  | 1,228,489                            |
| Decrease FAG General received in advance in 2023/2024                                  | 25/03/2025         |                           |                                  | (155,693)                        | 1,072,796                            |
| Decrease FAG Road received in advance in 2023/2024                                     | 25/03/2025         |                           |                                  | (95,449)                         | 977,347                              |
| Grants - Other immaterial budget amendments  | 25/03/2025         |                           | 6,110                            |                                  | 983,457                              |
| Increase revenue on additional domestic general waste collection                       | 25/03/2025         |                           | 69,545                           |                                  | 1,053,002                            |
| Decrease revenue on Development Application Fee  | 25/03/2025         |                           |                                  | (50,000)                         | 1,003,002                            |
| Increase revenue on Building Licence Fees  | 25/03/2025         |                           | 50,000                           |                                  | 1,053,002                            |
| Decrease other revenue - waste fees & charges general waste service                    | 25/03/2025         |                           |                                  | (25,000)                         | 1,028,002                            |
| Increase revenue on Work Zone Permit   | 25/03/2025         |                           | 30,000                           |                                  | 1,058,002                            |
| Fees and charges - Other immaterial budget amendments                                  | 25/03/2025         |                           | 32,875                           |                                  | 1,090,877                            |
| Increase Interest income on Municipal Investments                                      | 25/03/2025         |                           | 65,000                           |                                  | 1,155,877                            |
| Increase Interest income on Reserve Investments  | 25/03/2025         |                           | 51,261                           |                                  | 1,207,138                            |
| Interest revenue - Other immaterial budget amendments                                  | 25/03/2025         |                           | 14,000                           |                                  | 1,221,138                            |
| Other revenue - Other immaterial budget amendments                                     | 25/03/2025         |                           | 14,150                           |                                  | 1,235,288                            |
| Fair value adjustments to financial assets - Other immaterial budget amendments        | 25/03/2025         |                           |                                  | (7,822)                          | 1,227,466                            |
| Increase agency staff hire costs - Town Planning & Regional Devel                      | 25/03/2025         |                           |                                  | (46,760)                         | 1,180,706                            |
| Decrease salaries & wages for operating project - Natural Areas Management Plan        | 25/03/2025         |                           | 30,000                           |                                  | 1,210,706                            |
| Transfer labour costs from foreshore maintenance to foreshore general waste collection | 25/03/2025         |                           |                                  | (56,000)                         | 1,154,706                            |
| Transfer labour costs from Parks and Reserves maintenance to general waste collection  | 25/03/2025         |                           |                                  | (62,000)                         | 1,092,706                            |

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## FOR THE PERIOD ENDED 31 MARCH 2025

## 16 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

| Description   | Council Resolution | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|---|--------------------|---------------------|----------------------------|----------------------------|--------------------------------|
|   |                    | \$                  | \$                         | \$                         | \$                             |
| Transfer labour costs from foreshore maintenance to foreshore general waste collection                              | 25/03/2025         |                     | 56,000                     |                            | 1,148,706                      |
| Transfer labour costs from Parks and Reserves maintenance to general waste collection                               | 25/03/2025         |                     | 62,000                     |                            | 1,210,706                      |
| Employee costs - Other immaterial budget amendments   | 25/03/2025         |                     |                            | (56,000)                   | 1,154,706                      |
| Increase audit & associated expenses  | 25/03/2025         |                     |                            | (86,680)                   | 1,068,026                      |
| Increase plant operation costs - Repairs  | 25/03/2025         |                     |                            | (30,000)                   | 1,038,026                      |
| Increase Seaview Golf Club Strategy Stage 1   | 25/03/2025         |                     |                            | (120,000)                  | 918,026                        |
| Increase Town Planning Scheme 4   | 25/03/2025         |                     |                            | (25,000)                   | 893,026                        |
| Decrease Sculpture by the Sea Cottesloe Cat services  | 25/03/2025         |                     | 30,000                     |                            | 923,026                        |
| Increase ERP implementation for approved variations   | 25/03/2025         |                     |                            | (31,000)                   | 892,026                        |
| Decrease Depot Waste Removal, cost savings as the Town is now managing its own green waste at the Operations Centre | 25/03/2025         |                     | 25,000                     |                            | 917,026                        |
| Materials and contracts - Other immaterial budget amendments  | 25/03/2025         |                     | 24,300                     |                            | 941,326                        |
| Utility charges - Other immaterial budget amendments  | 25/03/2025         |                     |                            | (5,700)                    | 935,626                        |
| Increase Right of Use Depreciation - Depot Lease  | 25/03/2025         |                     |                            | (58,574)                   | 877,052                        |
| Finance costs - Other immaterial budget amendments  | 25/03/2025         |                     |                            | (12,366)                   | 864,686                        |
| Insurance - Other immaterial budget amendments  | 25/03/2025         |                     |                            | (5,765)                    | 858,921                        |
| Other expenditure - Other immaterial budget amendments  | 25/03/2025         |                     | 0                          |                            | 858,921                        |
| Decrease LRCI Grant funding for Eric Street Shared Path (Marine Parade to Curtin Avenue)                            | 25/03/2025         |                     |                            | (242,507)                  | 616,414                        |
| Contract asset write off for Eric Street Shared Path LRCI grant   | 25/03/2025         |                     |                            | (155,651)                  | 460,763                        |
| Decrease Roads to Recovery grant  | 25/03/2025         |                     |                            | (37,438)                   | 423,325                        |
| New capital project: Marine Parade Shared Path Upgrade Project  | 25/03/2025         |                     | 400,000                    |                            | 823,325                        |
| Increase Proceeds from Sale of fixed asset  | 25/03/2025         |                     | 33,000                     |                            | 856,325                        |
| Increase South Cottesloe Toilet, additional budget  | 25/03/2025         |                     |                            | (100,000)                  | 756,325                        |
| Seaview Golf Club Strategy reclassified as operating  | 25/03/2025         |                     | 75,000                     |                            | 831,325                        |
| New capital project: Office Refurbishment Stage 2   | 25/03/2025         |                     |                            | (115,000)                  | 716,325                        |
| Purchase of plant and equipment - Other immaterial budget amendments  | 25/03/2025         |                     | 5,400                      |                            | 721,725                        |
| Purchase of furniture and equipment - Other immaterial budget amendments  | 25/03/2025         |                     |                            | (9,650)                    | 712,075                        |
| OCM Nov 2024 (210/2024): Additional for Healthy Street Footpath design  | 25/03/2025         |                     |                            | (26,000)                   | 686,075                        |
| New capital project: Marine Parade Crossings Line marking Removal and Re-Installation                               | 25/03/2025         |                     |                            | (30,000)                   | 656,075                        |
| Reduced Roads to Recovery projects to match the confirmed roads to recovery allocation                              | 25/03/2025         |                     | 37,438                     |                            | 693,513                        |

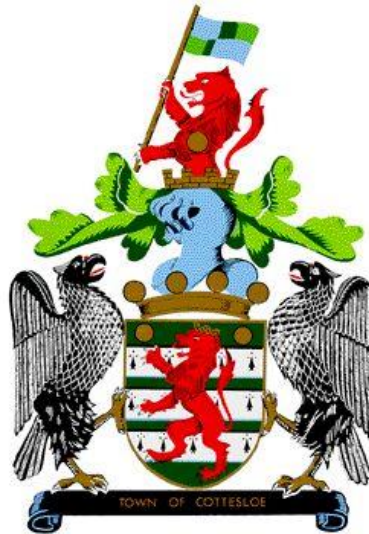
## FOR THE PERIOD ENDED 31 MARCH 2025

## 16 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

| Description   | Council Resolution | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|---|--------------------|---------------------|----------------------------|----------------------------|--------------------------------|
|   |                    | \$                  | \$                         | \$                         | \$                             |
| Purchase and construction of infrastructure (roads) - Other immaterial budget amendments        | 25/03/2025         |                     |                            | (26,618)                   | 666,895                        |
| Increase Carpark No 2 Strategy  | 25/03/2025         |                     |                            | (30,000)                   | 636,895                        |
| New capital project: Marine Parade Shared Path Upgrade Project                                  | 25/03/2025         |                     |                            | (400,000)                  | 236,895                        |
| Decrease Eric Street Shared Path (Marine Parade to Curtin Avenue)                               | 25/03/2025         |                     | 246,756                    |                            | 483,651                        |
| Decrease Reticulation Upgrade Marine Parade (Vera Street to North Street)                       | 25/03/2025         |                     | 25,000                     |                            | 508,651                        |
| Decrease Beach Access Path Upgrades & Modifications, project completed with surplus             | 25/03/2025         |                     | 70,059                     |                            | 578,710                        |
| New capital project: John Black Dune Park Drink Fountain  | 25/03/2025         |                     |                            | (65,000)                   | 513,710                        |
| Purchase and construction of infrastructure (other) - Other immaterial budget amendments        | 25/03/2025         |                     |                            | (12,397)                   | 501,313                        |
| Transfers from reserve accounts - Other immaterial budget amendments                            | 25/03/2025         |                     |                            | (26,268)                   | 475,045                        |
| Payments for principal portion of lease liabilities - Other immaterial budget amendments        | 25/03/2025         |                     |                            | (12,058)                   | 462,987                        |
| Increase transfer to Leave Reserve - Surplus  | 25/03/2025         |                     |                            | (50,000)                   | 412,987                        |
| Increase transfer to Active Transport Reserve - Marine Paraded Shared Path Upgrade Project      | 25/03/2025         |                     |                            | (200,000)                  | 212,987                        |
| Increase transfer to Information Technology Reserve - ERP Implementation Variations & HR Module | 25/03/2025         |                     |                            | (60,000)                   | 152,987                        |
| Transfers to reserve accounts - Other immaterial budget amendments                              | 25/03/2025         |                     |                            | (51,261)                   | 101,726                        |
|   |                    | 0                   | 2,861,383                  | (2,759,657)                | 101,726                        |

# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

### **ITEM 10.1.1B: PAYMENT LISTING MARCH 2025**

**TOWN OF COTTESLOE**  
**PAYMENT LISTING FOR MARCH 2025**

| DATE       | PAYEE                                       | DESCRIPTION   | AMOUNT      |
|------------|---|---|-------------|
| 21/03/2025 | A Abel                                      | Infrastructure bond refund                          | \$1,000.00  |
| 21/03/2025 | A Love                                      | General bond refund                                 | \$1,000.00  |
| 21/03/2025 | A Y Ellies                                  | Infrastructure bond refund                          | \$3,000.00  |
| 21/03/2025 | Active Transport & Tilt Tray Services WA    | Towing services                                     | \$528.00    |
| 10/03/2025 | AD Engineering International Pty Ltd        | Annual billing for variable message signage trailer | \$528.00    |
| 21/03/2025 | All-Ways Kerb Pty Ltd                       | Kerbing replacement                                 | \$1,815.00  |
| 21/03/2025 | Alsco Pty Ltd                               | Hygiene services                                    | \$911.23    |
| 21/03/2025 | AMPAC Debt Recovery (WA) Pty Ltd            | Debt recovery commission                            | \$8.25      |
| 10/03/2025 | AMS Technology Group Pty Ltd                | Air conditioning maintenance                        | \$1,199.00  |
| 21/03/2025 | Anjalie Group Pty Ltd T/as The Lawncare Man | Landscaping services                                | \$660.00    |
| 10/03/2025 | Arbor Carbon                                | Street tree masteplan, update and review of species | \$2,007.50  |
| 21/03/2025 | Arklen Developments Pty Ltd                 | Infrastructure bond refund                          | \$1,500.00  |
| 10/03/2025 | AT Brine & Sons Pty Ltd                     | Infrastructure bond refund                          | \$1,500.00  |
| 21/03/2025 | Australia Post                              | Postal services                                     | \$3,287.62  |
| 05/03/2025 | Australian Services Union                   | Payroll deduction                                   | \$159.00    |
| 13/03/2025 | Australian Services Union                   | Payroll deduction                                   | \$159.00    |
| 27/03/2025 | Australian Services Union                   | Payroll deduction                                   | \$159.00    |
| 05/03/2025 | Australian Taxation Office                  | Payroll deduction                                   | \$48,899.00 |
| 13/03/2025 | Australian Taxation Office                  | Payroll deduction                                   | \$51,251.00 |
| 27/03/2025 | Australian Taxation Office                  | Payroll deduction                                   | \$51,831.00 |
| 21/03/2025 | B Sanderson                                 | General bond refund                                 | \$1,000.00  |
| 10/03/2025 | Baileys Fertilisers                         | Landscaping supplies                                | \$880.00    |
| 21/03/2025 | Battery World Claremont                     | Vehicle parts                                       | \$396.00    |
| 21/03/2025 | BCA Consultants (WA) Pty Ltd                | Review of air conditioning system                   | \$1,650.00  |
| 10/03/2025 | Beacon Equipment                            | Vehicle/plant parts                                 | \$753.40    |
| 21/03/2025 | Beacon Equipment                            | Vehicle/plant parts                                 | \$55.20     |
| 10/03/2025 | Beilby Downing Teal Pty Ltd                 | Recruitment services                                | \$9,350.00  |
| 21/03/2025 | Boatshed Market Pty Ltd                     | Catering services                                   | \$390.00    |
| 21/03/2025 | Bob Jane T-Mart                             | Vehicle/plant repairs                               | \$45.00     |
| 10/03/2025 | Bunnings Group Ltd                          | Hardware supplies                                   | \$1,291.62  |
| 21/03/2025 | Bunnings Group Ltd                          | Hardware supplies                                   | \$993.26    |
| 10/03/2025 | Burgess Rawson (WA) Pty Ltd                 | Car park rental costs                               | \$47.47     |
| 10/03/2025 | C Chappelle                                 | General bond refund                                 | \$500.00    |
| 10/03/2025 | Cat Welfare Society Inc T/A Cat Haven       | Cat adoption report                                 | \$22.00     |
| 21/03/2025 | Clark Equipment                             | Vehicle/plant service                               | \$514.80    |
| 21/03/2025 | Cottesloe Surf Veterans (Inc)               | Catering services - Carols by Candlelight 2024      | \$600.00    |
| 10/03/2025 | Cottesloe Toy Library Inc                   | Community Grant 2024 - 2025                         | \$4,400.00  |
| 10/03/2025 | CSCH Pty Ltd t/as Charles Service Company   | Cleaning services                                   | \$22,776.71 |
| 21/03/2025 | CSCH Pty Ltd t/as Charles Service Company   | Cleaning services                                   | \$580.80    |
| 21/03/2025 | D A Tew                                     | Infrastructure bond refund                          | \$1,000.00  |
| 21/03/2025 | D Arrow                                     | General bond refund                                 | \$2,000.00  |
| 21/03/2025 | D Calder                                    | Infrastructure bond refund                          | \$1,000.00  |
| 10/03/2025 | D Derwin                                    | Reimbursement                                       | \$63.79     |
| 10/03/2025 | D Elliott                                   | General bond refund                                 | \$1,000.00  |

**TOWN OF COTTESLOE**  
**PAYMENT LISTING FOR MARCH 2025**

| DATE       | PAYEE   | DESCRIPTION                          | AMOUNT       |
|------------|---|--------------------------------------|--------------|
| 21/03/2025 | D I Spencer   | Infrastructure bond refund           | \$1,000.00   |
| 21/03/2025 | D M Johnston  | Infrastructure bond refund           | \$1,500.00   |
| 21/03/2025 | D R Butler  | Infrastructure bond refund           | \$1,500.00   |
| 21/03/2025 | Datacom Solutions (AU) Pty Ltd                                      | Software licence charges             | \$23,674.20  |
| 21/03/2025 | David Gray & Co Pty Ltd   | Hardware supplies                    | \$508.20     |
| 10/03/2025 | Department of Fire & Emergency Services                             | Emergency services levies instalment | \$584,080.75 |
| 05/03/2025 | Department of Human Services  | Payroll deduction                    | \$1,106.32   |
| 13/03/2025 | Department of Human Services  | Payroll deduction                    | \$1,106.32   |
| 27/03/2025 | Department of Human Services  | Payroll deduction                    | \$1,106.32   |
| 10/03/2025 | Department of Mines, Industry Regulation and Safety                 | Building service levies              | \$10,245.39  |
| 10/03/2025 | Department of Transport   | Disclosure of information fees       | \$4,563.65   |
| 10/03/2025 | Diamond Hire  | Vehicle/plant hire                   | \$444.00     |
| 21/03/2025 | Diamond Hire  | Vehicle/plant hire                   | \$966.00     |
| 21/03/2025 | Drainflow Services Pty Ltd  | Street sweeping services             | \$15,375.25  |
| 21/03/2025 | E Group Holdings Pty Ltd T/as E Fire & Safety                       | Servicing of fire equipment          | \$1,472.90   |
| 10/03/2025 | E Love  | General Bond refund                  | \$1,000.00   |
| 21/03/2025 | Econisis Pty Ltd  | Consultancy fees                     | \$18,865.00  |
| 10/03/2025 | Electricity Generation and Retail                                   | Electricity costs                    | \$3,529.65   |
| 21/03/2025 | Electricity Generation and Retail                                   | Electricity costs                    | \$35,842.02  |
| 21/03/2025 | Element Advisory Pty Ltd  | Consultancy fees                     | \$869.00     |
| 12/03/2025 | Fines Enforcement Registry  | Fines enforcement fees               | \$21,328.00  |
| 05/03/2025 | Fleet Choice Pty Ltd  | Payroll deduction                    | \$374.57     |
| 13/03/2025 | Fleet Choice Pty Ltd  | Payroll deduction                    | \$374.57     |
| 27/03/2025 | Fleet Choice Pty Ltd  | Payroll deduction                    | \$374.57     |
| 24/03/2025 | Flexi Staff Group Pty Ltd T/as Flexi Staff                          | Temporary staff                      | \$12,133.22  |
| 13/03/2025 | Fortnightly payroll   | Staff wages                          | \$178,373.51 |
| 27/03/2025 | Fortnightly payroll   | Staff wages                          | \$179,527.65 |
| 06/03/2025 | Fortnightly payroll   | Staff wages                          | \$484.65     |
| 21/03/2025 | Four Roses WA Pty Ltd t/a Abel Patios                               | Infrastructure bond refund           | \$1,000.00   |
| 21/03/2025 | Fulker Corporation Pty Ltd  | Infrastructure bond refund           | \$1,000.00   |
| 10/03/2025 | G J Bissett   | Reimbursement                        | \$129.56     |
| 21/03/2025 | G L Calder  | Infrastructure bond refund           | \$1,000.00   |
| 10/03/2025 | Galvins Plumbing Supplies   | Plumbing supplies                    | \$1,057.93   |
| 21/03/2025 | Galvins Plumbing Supplies   | Plumbing supplies                    | \$527.23     |
| 12/03/2025 | GG Weller   | Dishonoured item                     | \$616.66     |
| 21/03/2025 | Green Skills Inc  | Landscaping services                 | \$8,140.69   |
| 21/03/2025 | Greenshed Pty Ltd Trading as Living                                 | Landscaping services                 | \$6,979.50   |
| 10/03/2025 | Hays Specialist Recruitment (Aust.) P/L                             | Temporary staff                      | \$11,041.29  |
| 21/03/2025 | Hays Specialist Recruitment (Aust.) P/L                             | Temporary staff                      | \$6,785.04   |
| 10/03/2025 | Helene Pty Ltd T/as LO-GO Appointments                              | Temporary staff                      | \$11,925.55  |
| 21/03/2025 | Helene Pty Ltd T/as LO-GO Appointments                              | Temporary staff                      | \$4,282.56   |
| 10/03/2025 | Hub Interiors Australia   | Infrastructure bond refund           | \$1,500.00   |
| 10/03/2025 | Illion Australia Pty Ltd T/as illion Tenderlink                     | Advertising a tender                 | \$177.10     |
| 10/03/2025 | Integrated Management Consultants Pty Ltd Trading as Melville Mazda | Service to several vehicles          | \$3,884.20   |

**TOWN OF COTTESLOE**  
**PAYMENT LISTING FOR MARCH 2025**

| DATE       | PAYEE  | DESCRIPTION                            | AMOUNT       |
|------------|--|--|--------------|
| 21/03/2025 | J A Dimsey   | Bond refund                            | \$5,000.00   |
| 10/03/2025 | J Carheel  | General bond refund                    | \$1,000.00   |
| 21/03/2025 | J I Bishop   | Infrastructure bond refund             | \$1,500.00   |
| 10/03/2025 | J Pilkington   | Reimbursement                          | \$124.27     |
| 10/03/2025 | J Polce  | General bond refund                    | \$1,000.00   |
| 21/03/2025 | K Haynes   | Infrastructure bond refund             | \$1,500.00   |
| 21/03/2025 | K L Langer   | Hire of Bike Rack                      | \$684.00     |
| 21/03/2025 | K McGillivray  | Infrastructure bond refund             | \$1,500.00   |
| 21/03/2025 | Kenny Developments                                       | Infrastructure bond refund             | \$1,500.00   |
| 10/03/2025 | Kerb 2 Kerb Concreting Pty Ltd                           | Kerbing repairs                        | \$2,090.00   |
| 10/03/2025 | Khlid, Haibah T/as Perth ECO Beekeeping and Bees Removal | Pest control services                  | \$770.00     |
| 10/03/2025 | Landgate - VGO   | Gross rental valuations                | \$486.20     |
| 21/03/2025 | Local Government Professionals                           | Training course                        | \$3,000.00   |
| 10/03/2025 | M A Wroth  | Infrastructure bond refund             | \$1,000.00   |
| 21/03/2025 | M Faranda  | Infrastructure bond refund             | \$1,000.00   |
| 21/03/2025 | M Filippou   | Infrastructure bond refund             | \$1,000.00   |
| 21/03/2025 | M J Thomas   | Infrastructure bond refund             | \$1,000.00   |
| 21/03/2025 | M M & P Tew  | Rates refund due to overpayment        | \$227.00     |
| 10/03/2025 | Major Motors Pty Ltd                                     | Truck service                          | \$399.30     |
| 21/03/2025 | Major Motors Pty Ltd                                     | Truck service                          | \$809.04     |
| 10/03/2025 | Managed IT Pty Ltd                                       | IT services and licences               | \$17,967.76  |
| 21/03/2025 | Managed IT Pty Ltd                                       | IT services and licences               | \$37,109.59  |
| 21/03/2025 | Marketforce Pty Ltd                                      | Printing and stationary costs          | \$2,541.00   |
| 10/03/2025 | McLeods Lawyers Pty Ltd                                  | Legal services                         | \$823.57     |
| 21/03/2025 | McLeods Lawyers Pty Ltd                                  | Legal services                         | \$13,087.25  |
| 21/03/2025 | MEC 929 Pty Ltd T/A Murphy's Electrical                  | Electrical services                    | \$366.30     |
| 10/03/2025 | Microcom Pty Ltd Trading as MetroCount                   | Communications parts                   | \$115.50     |
| 10/03/2025 | Midshore Pty Ltd T/as Statewide Line Marking             | Line marking services                  | \$3,273.49   |
| 21/03/2025 | Midshore Pty Ltd T/as Statewide Line Marking             | Line marking services                  | \$440.00     |
| 10/03/2025 | Miraplex Group Pty Ltd                                   | Footpath & kerbing works               | \$18,461.37  |
| 21/03/2025 | Miraplex Group Pty Ltd                                   | Emergency temporary fence installation | \$3,520.00   |
| 10/03/2025 | N Russo  | Rates refund due to overpayment        | \$737.70     |
| 10/03/2025 | N Taylor   | General refund bond                    | \$500.00     |
| 07/03/2025 | National Australia Bank                                  | Bank fees                              | \$99.00      |
| 17/03/2025 | National Australia Bank                                  | Bank fees                              | \$44.54      |
| 19/03/2025 | National Australia Bank                                  | Bank fees                              | \$17.61      |
| 31/03/2025 | National Australia Bank                                  | Bank fees                              | \$1,338.87   |
| 31/03/2025 | National Australia Bank                                  | Bank fees                              | \$1,154.20   |
| 31/03/2025 | National Australia Bank                                  | Bank fees                              | \$213.63     |
| 31/03/2025 | National Australia Bank                                  | Bank fees                              | \$7.00       |
| 03/03/2025 | National Australia Bank                                  | Bank fees                              | \$283.93     |
| 21/03/2025 | Nu-Trac Rural Contracting                                | Beach cleaning services                | \$13,073.50  |
| 10/03/2025 | Office of the Auditor General                            | Audit Services                         | \$137,533.00 |
| 10/03/2025 | Omnicom Media Group Australia Pty Ltd aka Marketforce    | Advertising services                   | \$2,348.50   |

**TOWN OF COTTESLOE**  
**PAYMENT LISTING FOR MARCH 2025**

| DATE       | PAYEE   | DESCRIPTION                            | AMOUNT      |
|------------|---|--|-------------|
| 21/03/2025 | Oncall Plumbing & Gas Pty Ltd   | Fountain repair                        | \$1,470.00  |
| 10/03/2025 | Orikan Australia Pty Ltd  | Sensors installation and maintenance   | \$31,350.00 |
| 21/03/2025 | Orikan Australia Pty Ltd  | Annual software support                | \$4,263.60  |
| 10/03/2025 | Perth Irrigation Centre   | Reticulation supplies                  | \$1,251.10  |
| 21/03/2025 | Pipeline Irrigation   | Irrigation works                       | \$4,871.90  |
| 10/03/2025 | Poolegrave Engravers  | Supply plaque for memorial bench       | \$121.00    |
| 21/03/2025 | Powell Building   | Infrastructure bond refund             | \$1,500.00  |
| 10/03/2025 | Proficiency Group Pty Ltd T/As Information Proficiency and Sigma Data Solutions | Consultancy support for record keeping | \$1,760.00  |
| 21/03/2025 | Proficiency Group Pty Ltd T/As Information Proficiency and Sigma Data Solutions | Consultancy support for record keeping | \$2,805.00  |
| 21/03/2025 | PRW Contracting Pty Ltd T/A Claremont Asphalt                                   | Asphalt works                          | \$6,380.00  |
| 21/03/2025 | Quadient Finance Australia Pty Ltd  | Folding machine lease                  | \$411.40    |
| 21/03/2025 | R A Sheppard  | General bond refund                    | \$1,000.00  |
| 10/03/2025 | R R de Wit  | Reimbursement                          | \$141.13    |
| 10/03/2025 | R T Moore   | Infrastructure bond refund             | \$1,000.00  |
| 10/03/2025 | Reece Australia Pty Ltd - Home Branch - Claremont                               | Plumbing hardware                      | \$217.25    |
| 21/03/2025 | Reece Australia Pty Ltd - Home Branch - Claremont                               | Plumbing hardware                      | \$237.76    |
| 20/03/2025 | Refund - Reception Eftpos Terminal  | Eftpos refund                          | \$5.00      |
| 21/03/2025 | Refund - Reception Eftpos Terminal  | Eftpos refund                          | \$36.00     |
| 10/03/2025 | Ricoh Australia Pty Ltd   | Photocopying services                  | \$924.97    |
| 10/03/2025 | S E De Freitas  | Reimbursement                          | \$63.80     |
| 21/03/2025 | S Hey   | General bond refund                    | \$1,000.00  |
| 21/03/2025 | S Hill  | General bond refund                    | \$1,000.00  |
| 10/03/2025 | S K De Giambattista   | Infrastructure bond refund             | \$1,500.00  |
| 21/03/2025 | S R Lawrence  | Infrastructure bond refund             | \$1,000.00  |
| 10/03/2025 | Safety Zone Australia Pty Ltd   | Protective clothing                    | \$176.00    |
| 10/03/2025 | Sculpture by the Sea  | Funding grant                          | \$5,000.00  |
| 21/03/2025 | Securex Pty Ltd   | Security alarm monitoring              | \$171.60    |
| 10/03/2025 | Smith, Stephen T/as Memento Studio  | Photography services                   | \$500.00    |
| 10/03/2025 | South East Regional Centre for Urban Landcare Inc                               | Training course                        | \$627.00    |
| 10/03/2025 | Speqtus Pty Ltd T/as Gullotti Galleries   | Refund                                 | \$50.00     |
| 21/03/2025 | St John Ambulance Western Australia   | Servicing of first aid kits            | \$853.27    |
| 10/03/2025 | Stone Supplies WA Pty Ltd T/A Creation Landscape Supplies                       | Landscaping supplies                   | \$46.80     |
| 21/03/2025 | Stone Supplies WA Pty Ltd T/A Creation Landscape Supplies                       | Landscaping supplies                   | \$241.50    |
| 05/03/2025 | SuperChoice Services Pty Ltd  | Superannuation contributions           | \$45,481.80 |
| 13/03/2025 | SuperChoice Services Pty Ltd  | Superannuation contributions           | \$45,277.03 |
| 27/03/2025 | SuperChoice Services Pty Ltd  | Superannuation contributions           | \$46,082.52 |
| 10/03/2025 | Surf Life Saving Western Australia  | Lifeguard services                     | \$37,076.75 |
| 21/03/2025 | Surf Life Saving Western Australia  | Lifeguard services                     | \$37,076.75 |
| 21/03/2025 | Systems Edge Management Services Pty Ltd  | Consultancy fees                       | \$5,380.38  |
| 21/03/2025 | T Ackland   | General bond refund                    | \$1,000.00  |
| 21/03/2025 | T Barrass   | General bond refund                    | \$1,755.02  |
| 21/03/2025 | T Vis   | General bond refund                    | \$1,000.00  |
| 10/03/2025 | Telstra Limited   | Communications charges                 | \$1,801.88  |
| 21/03/2025 | Telstra Limited   | Communications charges                 | \$2,122.85  |



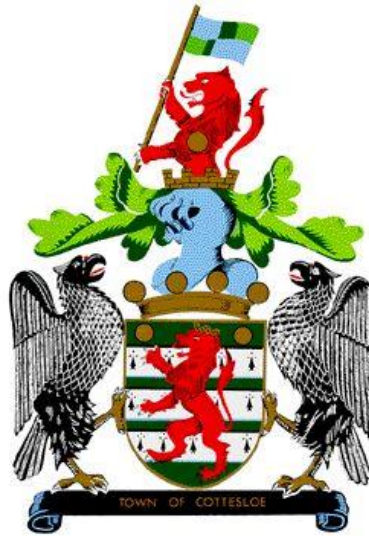
**TOWN OF COTTESLOE  
PAYMENT LISTING FOR MARCH 2025**

| DATE                                 | PAYEE   | DESCRIPTION                              | AMOUNT                |
|--------------------------------------|---|--|-----------------------|
| 21/03/2025                           | The Fruit Box Group Pty Ltd   | Catering supplies                        | \$285.44              |
| 21/03/2025                           | The Trustee for Betta Turf Trust  | Landscaping supplies                     | \$120.00              |
| 21/03/2025                           | The Trustee for Green Family Trust T/as Kit Bag                           | Protective clothing                      | \$319.00              |
| 10/03/2025                           | The Trustee for MAJ Trust T/as Sheridans badges and engraving             | Laser engraving                          | \$35.20               |
| 21/03/2025                           | The Trustee for Rico Family Trust T/as Solo Resource Recovery             | Waste collection services                | \$118,822.18          |
| 10/03/2025                           | Tim Davies Landscaping Pty Ltd  | Consultancy services                     | \$8,241.75            |
| 21/03/2025                           | Tim Davies Landscaping Pty Ltd  | Consultancy services                     | \$6,050.00            |
| 21/03/2025                           | Total Tools Commercial Pty Ltd  | Tools                                    | \$278.00              |
| 21/03/2025                           | Totally Workwear Fremantle  | Protective clothing                      | \$1,914.62            |
| 10/03/2025                           | Town of Mosman Park   | Rental fees                              | \$124,796.61          |
| 10/03/2025                           | T-Quip  | Service and repairs to Civic Centre time | \$746.15              |
| 21/03/2025                           | Trustee for Parakletos Family Trust T/as O'Connor Lawnmower and Chainsaws | Repairs to vehicles/plant                | \$52.80               |
| 21/03/2025                           | Turf Care WA Pty Ltd  | Landscaping services                     | \$1,650.00            |
| 10/03/2025                           | Ultimo Catering & Events Pty Ltd  | Catering services                        | \$407.95              |
| 21/03/2025                           | Ultimo Catering & Events Pty Ltd  | Catering services                        | \$773.90              |
| 21/03/2025                           | Valrose Pty Ltd   | Project management services              | \$22,303.58           |
| 21/03/2025                           | Water Corporation   | Water charges                            | \$12,805.66           |
| 21/03/2025                           | West Australian Local Government Association                              | Training course                          | \$170.00              |
| 10/03/2025                           | West Coast Shade Pty Ltd  | Shade sail repairs                       | \$660.00              |
| 21/03/2025                           | Western Metropolitan Regional Council                                     | Waste disposal charges                   | \$115,040.06          |
| 10/03/2025                           | Western Tree Surgeon Pty Ltd  | Tree pruning services                    | \$3,960.00            |
| 21/03/2025                           | Western Tree Surgeon Pty Ltd  | Tree pruning services                    | \$990.00              |
| 10/03/2025                           | Winc Australia Pty Limited  | General office supplies                  | \$353.20              |
| 21/03/2025                           | Work Clobber  | Protective clothing                      | \$867.01              |
| 21/03/2025                           | XON Construction  | Infrastructure bond refund               | \$1,500.00            |
| 10/03/2025                           | Young's Plumbing Service Pty Ltd  | Plumbing services                        | \$569.00              |
| 10/03/2025                           | Zipform Pty Ltd   | Printing and stationary costs            | \$774.14              |
| <b>SUB - TOTAL EFT'S AND CHEQUES</b> |   |  | <b>\$2,385,650.10</b> |
| 06/03/2025                           | National Australia Bank Business Visa                                     | Credit card - <b>February 2025</b>       | \$2,003.76            |
|                                      | Adobe   | Software licence charges                 | \$32.99               |
|                                      | Adobe   | Software licence charges                 | \$839.78              |
|                                      | Adobe   | Software licence charges                 | \$87.99               |
|                                      | Fraud Reversal  | Fraudulent transaction reversal          | -\$9.99               |
|                                      | Mailchimp   | Software licence charges                 | \$61.76               |
|                                      | National Australia Bank   | Credit card & international fees         | \$9.00                |
|                                      | Raine Square Parking  | Parking fees                             | \$16.20               |
|                                      | Robyn Collard   | Australia Day - Welcome to Country       | \$950.00              |
|                                      | Starlink  | Internet services                        | \$139.00              |
|                                      | Terry Truck Rentals T/as Hertz  | Car rental refund                        | -\$302.97             |
|                                      | Woolworths  | Catering supplies                        | \$180.00              |

**TOWN OF COTTESLOE**  
**PAYMENT LISTING FOR MARCH 2025**

| DATE                                    | PAYEE                         | DESCRIPTION                            | AMOUNT     |                              |
|---|-------------------------------|--|------------|------------------------------|
| <b>SUB - TOTAL CREDIT CARD PAYMENTS</b> |                               |  |            | <b>\$2,003.76</b>            |
| 13/02/2025                              | Viva Energy Australia Pty Ltd | Shell Fuel Card - <b>February 2025</b> | \$6,868.69 |                              |
|   | Card number 11066564          | Fuel purchases - 1GIB711               | \$49.86    |                              |
|   | Card number 11066560          | Fuel purchases - 1GVU588               | \$126.27   |                              |
|   | Card number 11075429          | Fuel purchases - 1HND285               | \$256.65   |                              |
|   | Card number 11066565          | Fuel purchases - 1HOH345               | \$620.36   |                              |
|   | Card number 11066571          | Fuel purchases - 1HRH174               | \$216.45   |                              |
|   | Card number 11066576          | Fuel purchases - 1HVS060               | \$302.82   |                              |
|   | Card number 110665798         | Fuel purchases - 1HZF134               | \$146.11   |                              |
|   | Card number 11066570          | Fuel purchases - 1HZF136               | \$292.41   |                              |
|   | Card number 11066580          | Fuel purchases - 1HZM771               | \$544.76   |                              |
|   | Card number 11066562          | Fuel purchases - 1ICU511               | \$179.88   |                              |
|   | Card number 11066574          | Fuel purchases - 1EXZ241               | \$319.44   |                              |
|   | Card number 11075428          | Fuel purchases - 1GIZ365               | \$261.27   |                              |
|   | Card number 11075432          | Fuel purchases - 1GRD368               | \$180.51   |                              |
|   | Card number 11066563          | Fuel purchases - 1GWK670               | \$105.55   |                              |
|   | Card number 11066559          | Fuel purchases - 1GXJ065               | \$529.94   |                              |
|   | Card number 11075430          | Fuel purchases - 1HIY954               | \$241.14   |                              |
|   | Card number 11066566          | Fuel purchases - 1HJT268               | \$441.12   |                              |
|   | Card number 11102758          | Fuel purchases - 1HRG905               | \$354.52   |                              |
|   | Card number 11066581          | Fuel purchases - 1HTF613               | \$377.98   |                              |
|   | Card number 11075431          | Fuel purchases - 1HWK612               | \$372.70   |                              |
|   | Card number 11066556          | Fuel purchases - 1HWL927               | \$574.95   |                              |
|   | Card number 110754337         | Fuel purchases - 1IGH329               | \$108.66   |                              |
|   | Card number 11252987          | Fuel purchases - 1IKR539               | \$224.42   |                              |
|   | Card number 11286265          | Fuel purchases - 1ILH187               | \$40.92    |                              |
| <b>SUB - TOTAL FUEL CARD PAYMENTS</b>   |                               |  |            | <b>\$6,868.69</b>            |
| <b>GRAND TOTAL</b>                      |                               |  |            | <b><u>\$2,394,522.55</u></b> |

# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

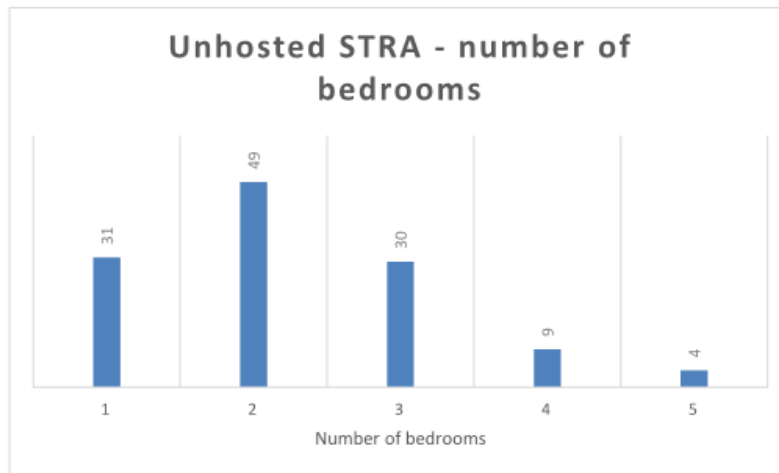
# **ATTACHMENT**

### **ITEM 10.1.3A: UNHOSTED STRA REGISTER ANALYSIS**

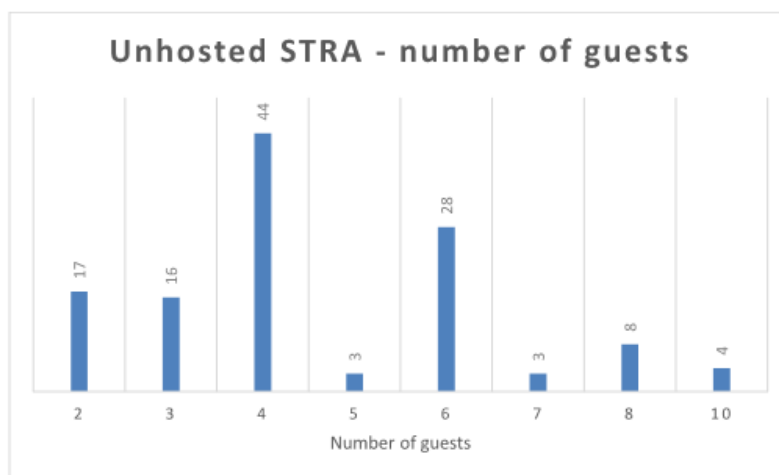
**123 Registered unhosted STRA**  
Number of bedrooms and max number of guests

| Number of guests | Number of bedrooms |    |    |   |   |   |
|------------------|--------------------|----|----|---|---|---|
|                  | 1                  | 2  | 3  | 4 | 5 | 6 |
| 1                |                    |    |    |   |   |   |
| 2                | 16                 | 1  |    |   |   |   |
| 3                | 14                 | 2  |    |   |   |   |
| 4                | 1                  | 42 | 1  |   |   |   |
| 5                |                    | 1  | 2  |   |   |   |
| 6                |                    | 3  | 23 | 2 |   |   |
| 7                |                    |    | 2  | 1 |   |   |
| 8                |                    |    | 2  | 5 | 1 |   |
| 9                |                    |    |    |   |   |   |
| 10               |                    |    |    | 1 | 3 |   |
| 11               |                    |    |    |   |   |   |
| 12               |                    |    |    |   |   |   |
| Total            | 31                 | 49 | 30 | 9 | 4 |   |

Source: DEMIRS STRA Register (4 April 2025)

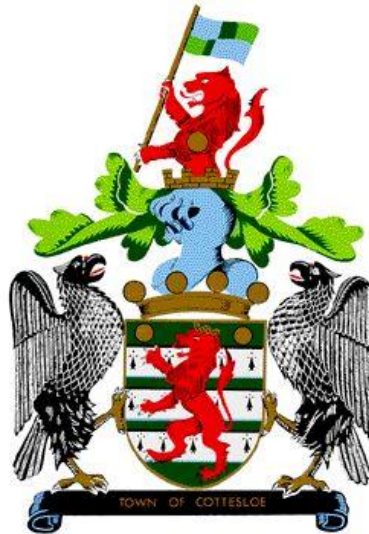


Source: DEMIRS STRA Register (4 April 2025)



Source: DEMIRS STRA Register (4 April 2025)

# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

**ITEM 10.1.3B:  
DRAFT LOCAL PLANNING POLICY NO. 5 -  
UNHOSTED SHORT-TERM RENTAL  
ACCOMMODATION**

# Unhosted Short-term Rental Accommodation



| Local Planning Policy No. 5 – Unhosted Short-term Rental Accommodation |                                     |
|--|-------------------------------------|
| Responsible Business Unit:   | Development and Regulatory Services |
| Date of Adoption:  | Date: 9 April 2025                  |

## Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations). This policy may be cited as Local Planning Policy (LPP) No. 5 – Unhosted Short-term Rental Accommodation.

## Introduction

The purpose of this policy is to establish requirements for the operation of unhosted Short-term Rental Accommodation (STRA) requiring development approval within the Town.

## Objective

To ensure the scale and operation of unhosted STRA is compatible with its setting and does not result in unacceptable adverse impact on the amenity of neighbours.

## Definitions

The Regulations provide the following definitions:

### *Short-term rental accommodation -*

- (a) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but
- (b) does not include a dwelling that is, or is part of, any of the following —
  - (i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);
  - (ii) a caravan park;
  - (iii) a lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1);
  - (iv) a park home park;
  - (v) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);
  - (vi) workforce accommodation;

*Unhosted short-term rental accommodation* means short-term rental accommodation that —

- (a) is not hosted short-term rental accommodation; and
- (b) accommodates a maximum of 12 people per night;

*Hosted short-term rental accommodation* means any of the following —

- (a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;
- (b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;
- (c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.

### Application of this policy

This policy applies to all **unhosted** STRA within the Town requiring development approval in accordance with the Local Planning Scheme No. 3.

If a proposal does not satisfy the 'Policy provisions', the proposal will be considered against the Objectives of this policy.

The policy **does not** apply to:

- 1. Hosted STRA, or
- 2. Unhosted STRA if the dwelling is:
  - (a) registered under the *Short-Term Rental Accommodation Act 2024* Part 3; and
  - (b) used as unhosted STRA for no more than 90 nights in a relevant 12-month period; and
  - (c) not located in a zone in relation to which the use of a dwelling as unhosted STRA is a class X (i.e. not permitted) use.

### Policy provisions

#### 1. Dwelling occupancy

Maximum occupancy as follows:

| Number of bedrooms | Maximum number of guests* |
|--------------------|---------------------------|
| 1                  | 2                         |
| 2                  | 4                         |
| 3                  | 6                         |
| 4+                 | 8                         |

\* Excludes one child (12 years and under) per bedroom (Example: 4+ bedrooms can accommodate up to 8 adults, plus 4 children = maximum 12 guests).

#### 2. Car parking

- 2.1 All guest, staff and visitor parking associated with the unhosted STRA is to be contained on-site and not located on-street or within the verge.



- 2.2 Where there is no on-site car parking available, the applicant is to demonstrate how car parking for the unhosted STRA can be accommodated in the Management Plan.
- 2.3 In strata-titled developments, visitor car parking bays are not to be used for unhosted STRA.

### 3. Operation and management

- 3.1 Development applications for unhosted STRA is to be accompanied by a detailed Management Plan and House Rules addressing the following matters:

#### Management Plan

##### *Property Manager*

- (a) Name
- (b) Contact details (all hours)
- (c) Location.

##### *Complaints management procedure:*

- (a) For guests
- (b) For surrounding neighbours
- (c) During and after normal business hours
- (d) Expected response times.

##### *Conduct:*

- (a) STRA registration number
- (b) Reservation system/booking platform(s)
- (c) Minimum and maximum length of stay
- (d) Maximum number of guests
- (e) Bedroom sleeping configuration(s)
- (f) Pets, if applicable
- (g) Management of noise and anti-social behaviour
- (h) Cleaning and maintenance
- (i) Waste management
- (j) Access and car parking arrangements
- (k) Strata Company/Strata Manager approval (if applicable).

##### House rules provided to guests, covering:

- (a) Emergency / after-hours contact details
- (b) Guest behaviour, to minimise any impact on adjoining residents, including quiet time hours and minimising the use of outdoor lights
- (c) Restrictions on visitors or parties/events
- (d) Car parking location and restrictions (if applicable)
- (e) Alternative transport options (eg. public transport, ride share, bicycle)

- (f) Strata by-laws (if applicable)
- (g) Smoking/vaping
- (h) Use of a swimming pool/spa (if applicable)
- (i) Whether pets are permitted, and if so whether they can be left unattended
- (j) Check-in/check-out times and procedures
- (k) Waste management
- (l) Safety (eg. smoke alarms, fire blankets, extinguishers, medical supplies)
- (m) Security (eg. locks, alarms, cameras)
- (n) Emergency evacuation procedures.

- 3.2 House Rules are to be displayed in a prominent position within the accommodation at all times.

#### 4. Signage

If signage is proposed for the unhosted STRA, signage is limited to a maximum of one (1) sign to:

- (a) Identify the name and address of the accommodation and/or property manager,
- (b) Be visible from the street, i.e. located on the front wall of the dwelling, front fence or entry statement,
- (c) Be within the property boundaries, and
- (d) Not exceed 0.2m<sup>2</sup> in area.

#### 5. Built form and site appearance

- 5.1 In zones where the R-Codes apply, built form and site appearance of new developments or additions (eg. ancillary dwellings) for unhosted STRA is to comply with the R-Codes and Local Planning Scheme No. 3 for the relevant density coding.
- 5.2 In zones where the R-Codes do not apply, built form and site appearance of new developments or additions (eg. ancillary dwellings) for unhosted STRA is to comply with the relevant design standards and requirements that would apply to a dwelling on the site.

#### 6. Time limitation of approvals

Development approval for unhosted STRA may, where appropriate, be limited to an initial period of twelve (12) months in cases where the suitability of the proposal is reliant on the effectiveness of the proposed management arrangements.

#### 7. Restriction of operator

Due to the detailed management measures required to operate an unhosted STRA in accordance with this policy, development approval for unhosted STRA is restricted to the approved land owner and will not run with the property. A change in land owner will require a new development application for unhosted STRA to be submitted and approved.

## 8. Cessation of unhosted STRA

If the unhosted STRA use ceases, a development application to change the use from unhosted STRA back to a dwelling will not be required.

### Additional requirements

Granting of development approval for an unhosted STRA does not negate any other requirements that may apply to the unhosted STRA. These include, but are not limited to:

*Short-Term Rental Accommodation Act 2024 (registration on the STRA Register managed by the Department of Energy, Mines, Industry Regulation and Safety)*

*Environmental Protection (Noise) Regulations 1997*

*Health Act 1911 & Town of Cottesloe Health Local Laws 1987*

*National Construction Code of Australia*

*Strata Titles Act 1985*

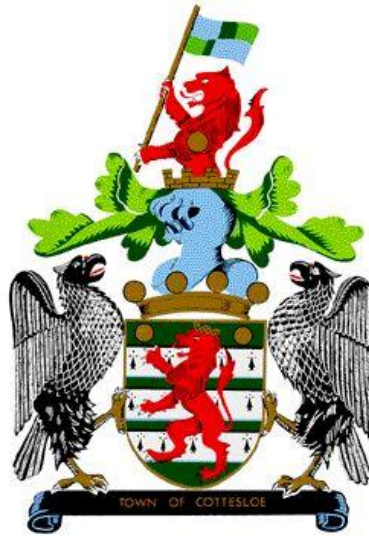
*Town of Cottesloe Parking and Parking Facilities Local Law 2024*

#### DOCUMENT CONTROL

Date initially adopted: \*\* 2025

Date(s) reviewed/amended:

# **TOWN OF COTTESLOE**

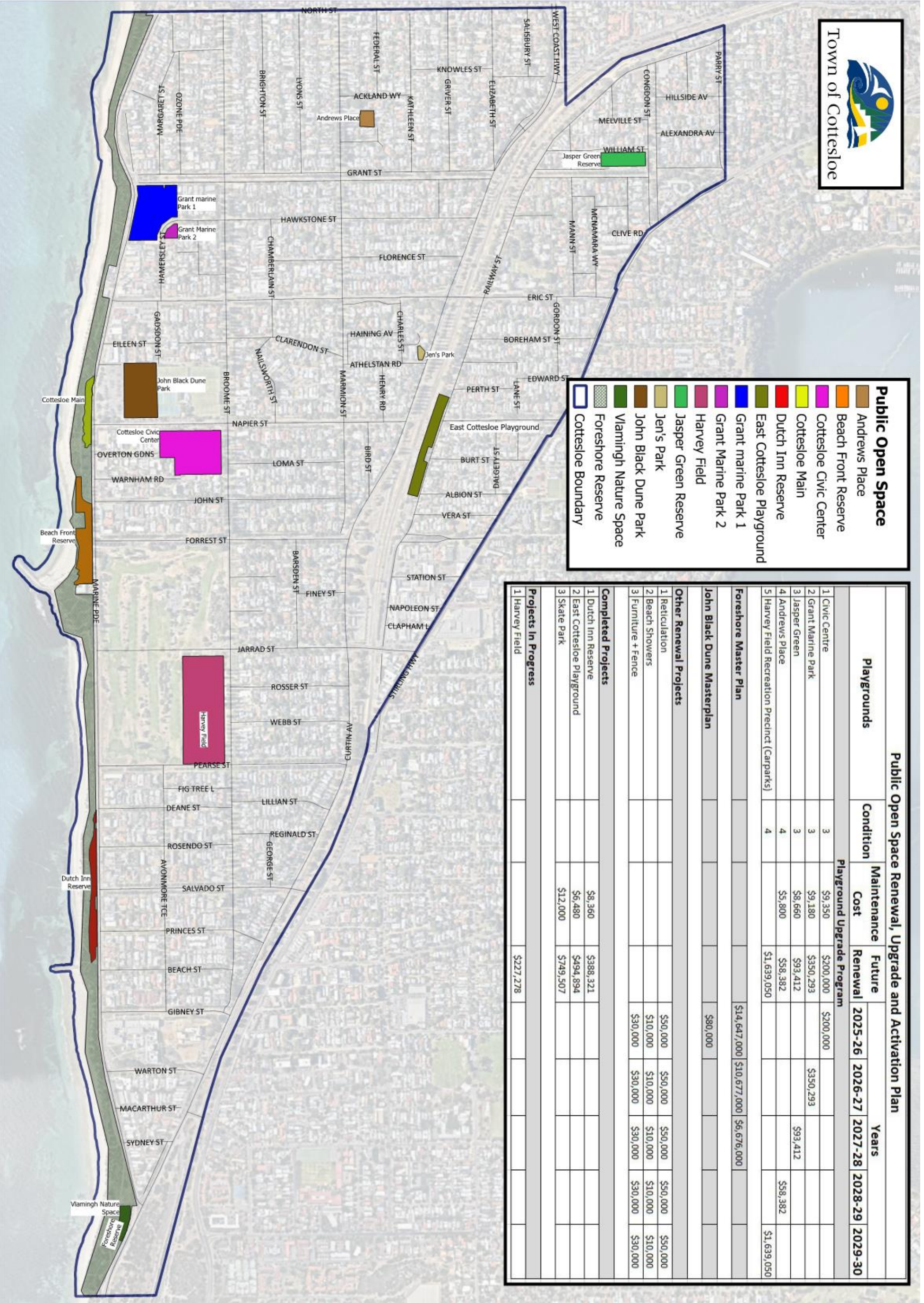


## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

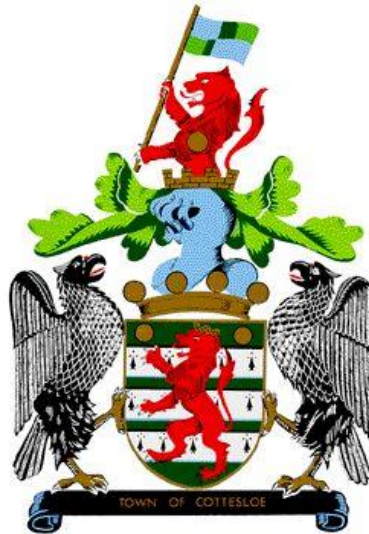
### **ITEM 10.1.4A: ATTACHMENT A - PUBLIC OPEN SPACE RENEWAL UPGRADE AND ACTIVATION PLAN V4**







# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

### **ITEM 10.1.5A: SKATE SCULPTURE ARTWORK DESIGN**

**Rachel Cranny****Subject:**

FW: Cottesloe Skatepark Art Works

Hi Rachel - attached is an updated design with Cottesloe colours - we hope you like it!

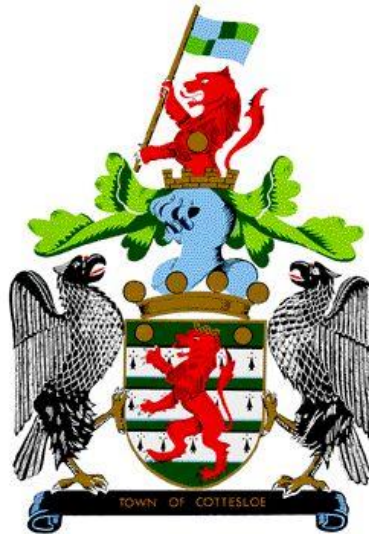
**Mat de Koning**

Director / Project Manager

[www.skatesculpture.com.au](http://www.skatesculpture.com.au)

FACEBOOK + INSTAGRAM

# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

### **ITEM 10.1.6A: PROCOTT SPRING INSTALL DESIGN AND MAP**





## ProCott Installation Proposal: Spring 2024

The concept focusses on adding some vibrancy to the Town Centre streets for an initial trial period of 6 weeks during mid-September to mid-October with maximum impact and minimal cost. The installation locations suggested will ensure this provides a visual impact to all visitors without compromising infrastructure, pedestrian walkways or traffic.

The initial investment of pots and stability infrastructure will be for the first year only, which will be added to the ProCott inventory. Plants and potting mix will need to be replaced on an annual basis or as further installations require. Prior to the end of the 6-week trial, ProCott asks the TOC to review the installation and consider an extension of the display. Should this not be permitted, plants may be gifted to charitable organizations or others at the discretion of the ProCott Committee.

### Details

- Pots to be partially filled with concrete aggregate or similar, to ensure stability.
- Pots to be tied together to minimize risk of tipping or theft.
- Maintenance will be undertaken by ProCott.
- Some stores may be asked to assist with watering should rains be limiting and to report any missing plants.
- Additional opportunities to extend plantings may exist
- Plants to be selected with assistance of nursery staff with a focus on non-toxic, low allergenic plants to ensure visitor safety.

### Locations Pots- Proposed

- **Napoleon St** – 1-3 pots outside
  - Flannel, Hobbs, Space Real Estate, Flight Centre/post office, Shiraz, Newsagency, Dejcuba, Vans.
- **Station St**
  - Central pillar at #7 and #11 (with owner approvals)
- **Noting**
  - Pot plus plant height to be a maximum height of 750mm in all locations
  - Pots to be located no closer than 400mm to the edge of the street
  - Pots to be a minimum of 1800mm from the edge of buildings
  - Marked parking bays are to have adequate access.
  - Pots to be placed outside the porous area around trees
  - Suggestion of yellow sand as a weight (bottom fill) will not mark pavers.
  - Maximum circumference of the 3 varied sized pots is 1100mm
  - On site measurements will be made to confirm pot sizes, ensuring the above restrictions are adhered to. Modifications to the above proposed pot sizes will be made to accommodate.
  - On site installation will be undertaken during quiet or outside trading hours, where practicable to minimise any possible disruption to businesses or visitors.

### Materials

- Free standing pots – dark in colour to complement the existing street infrastructure and to minimize stains (plastic-fiberglass-resin)
- Flowering plants – low allergenic and non-toxic
- Plastic pots to fit each large pot
- Potting mix
- Concrete aggregate or similar
- Chain/Stainless cable for securing

### Additional Requirements

- Insurance- public liability



- Installation team
- Transportation for install and removal
- Replacement of plants if required during time frame
- Disposal of any unwanted plant or soil materials
- Council approval

#### **Preliminary Concepts and Costings**

**Free Standing Pots – Approximately 33**

Creation Landscape supplies  
[www.creationlandscapesupplies.com.au](http://www.creationlandscapesupplies.com.au)

**Flowering plants – low allergenic and non-toxic**

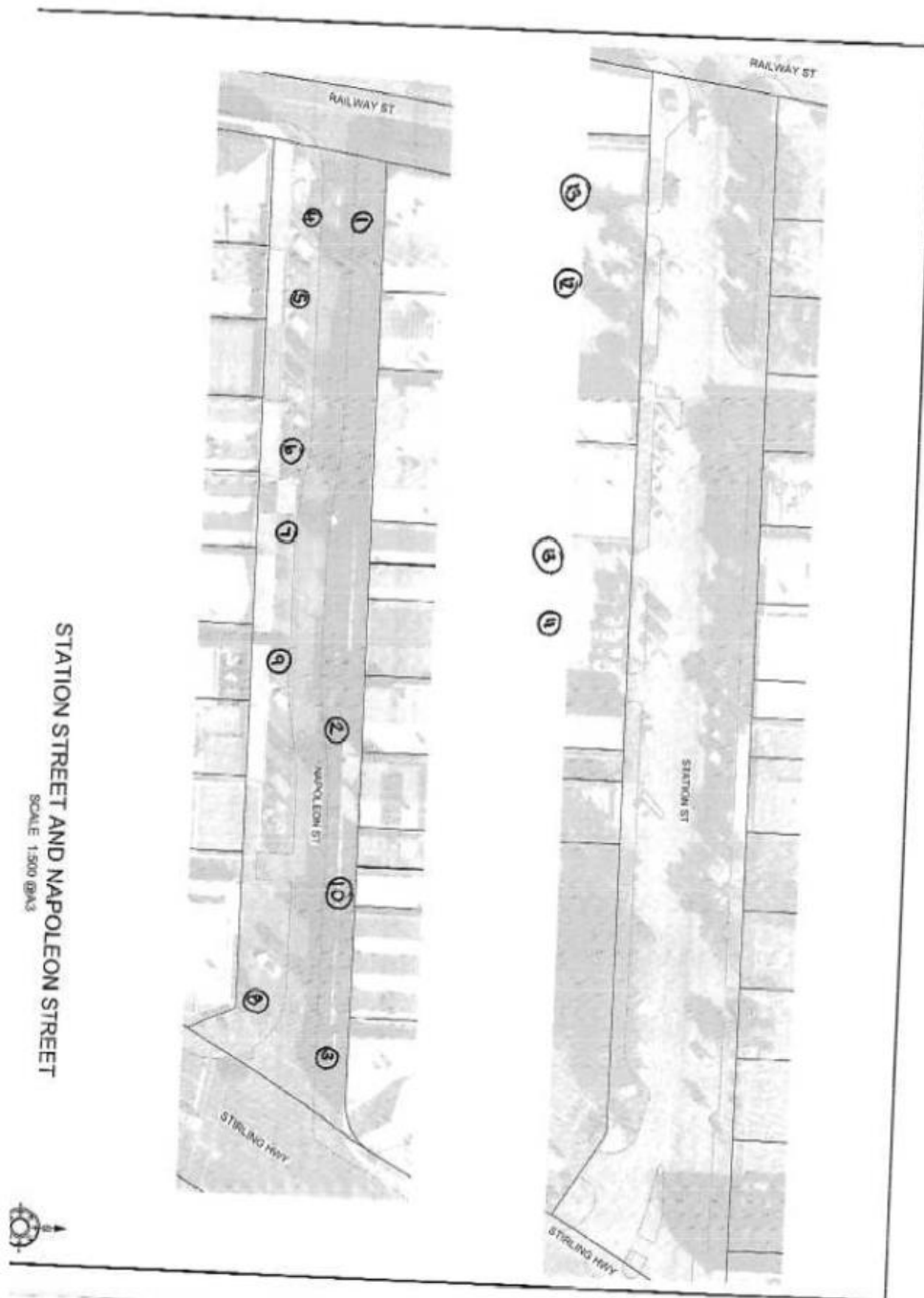
**Plastic Planter pots**

**Potting mix**

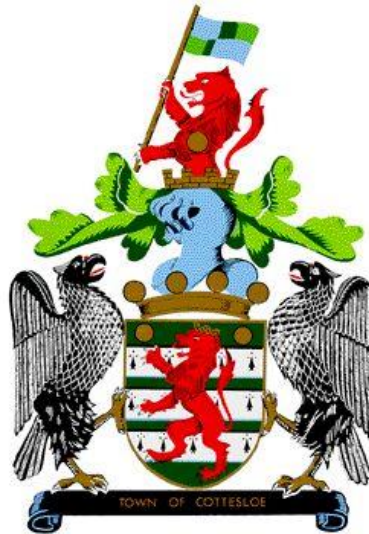
**Concrete aggregate or similar**

**Chain/Stainless cable for securing**





# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

**ITEM 10.1.7A:  
ATTACHMENT A - EMAIL AND PHOTOS - 10-12  
NORTH STREET**

**Rachel Cranny**

---

**From:** Shaun Kan  
**Sent:** Sunday, 6 April 2025 1:41 PM  
**To:** Rachel Cranny  
**Subject:** FW: 10 - 12 North St Tree  
**Attachments:** 20250403\_123043\_resized.jpg; 20250403\_123015\_resized.jpg; 20250403\_122954\_resized.jpg; 20250403\_122947\_resized.jpg; 20250403\_122940\_resized.jpg; 20250403\_122933\_resized.jpg; 20250403\_122921\_resized.jpg

**From:** David Derwin <mpo@cottesloe.wa.gov.au>  
**Sent:** Thursday, 3 April 2025 1:55 PM  
**To:** Shaun Kan <des@cottesloe.wa.gov.au>  
**Subject:** FW: 10 - 12 North St Tree

Hi Shaun.

The footpath is in ok condition actually but you can see where we have had to grind down trip hazards from the roots lifting it.

There is also damage to the crossover which I would assume is from tree roots as well.

The wall at 12 North has been rendered pre 2007 there is one decent crack in it but can't confirm is this is tree roots but would assume it probably is. But has been there since at least 2014 and doesn't seem to be getting worse

The tree itself is in very good health, has a full canopy and although the trunk is on a lean does not appear to be suffering any side affects from the alleged root pruning done by water corp.

The tree has been growing on a lean for many years possibly since planting and my opinion is that as the trunk has thickened the lean looks like it has got worse but in fact the angle of the lean is the same  
Regards

David Derwin  
Manager Parks and Operations



Town of Cottesloe

Phone: (08) 9336 1552

Mobile: 0419 753 580

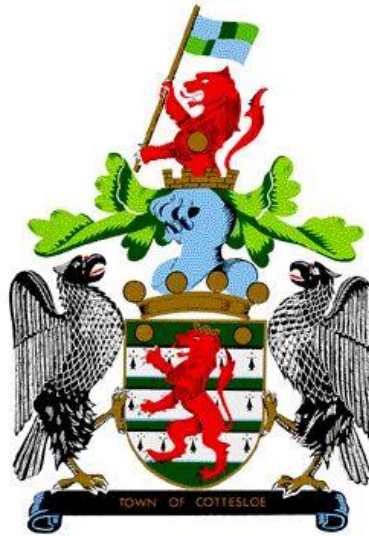
Email: [mpo@cottesloe.wa.gov.au](mailto:mpo@cottesloe.wa.gov.au)

Web: [www.cottesloe.wa.gov.au](http://www.cottesloe.wa.gov.au)



Find us on 

# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

**ITEM 10.1.7B:  
ATTACHMENT B - EMAIL FROM 12 NORTH STREET**

**Rachel Cranny**

---

**From:** Maureen Wilson [REDACTED]  
**Sent:** Tuesday, 25 February 2025 6:04 AM  
**To:** Mayor Lorraine Young  
**Cc:** CR Melissa Harkins; CR Helen Sadler; CR Brad Wylynko; CR Chilla Bulbeck; CR Katy Mason; CR Sonja Heath; CR Jeffrey Irvine; CR Michael Thomas; Town Of Cottesloe  
**Subject:** Dangerous tree  
**Attachments:** IMG\_20250220\_145043.jpg; IMG\_20250220\_150528.jpg; IMG\_20250220\_171240.jpg; IMG\_20250220\_171435.jpg; IMG\_20250224\_144438.jpg

The Mayor and Councillors, Town of Cottesloe.

Re: Urgent removal of the dangerous, large Casuarina tree on the verge 12 North St.

Over the last several years my son Ian has had to call the council to send workers to cut up and remove three very large fallen branches, the last time being over a year ago. At that time my other son Barry, had a long discussion with the council workers and was told that they can only reduce the canopy by 1/3. He showed them the damage that the tree has done to the footpath and front walls of 12 North St. and 10 North St.

Just last December both houses had low water pressure and so we called for the Water Corporation to repair the supply. The pipe that feeds both 12 and 10 North Street was leaking badly, with water running down the footpath. When the workers uncovered the problem, it was the roots of the tree that had bent and then burst the pipe. To repair it, the water crew had to dig extensively and cut through many, quite large, roots on the trees' Eastern side. They photographed the damage and also their repair work. These cut roots will have now caused the tree to become even more unstable.

As you can see from the attached photographs the tree is:

1. Large and very tall.
2. The tree is leaning over, such that its' entire weight is not centred over the base. The only thing holding the tree up is the root system, which has invaded both 12 and 10 North St. properties.
3. The tree is close to a very busy intersection with West Coast Hwy. When a bus heading West down North Street, stops at the bus stop, the cars can often back up to the traffic lights.
4. When the tree does eventually fall, there is a high probability that someone will be killed or injured.

In conclusion, obviously the tree needs to be removed as soon as possible.

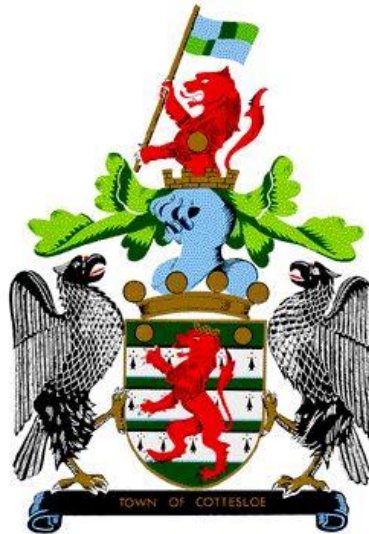
Yours faithfully,

Maureen Wilson.

12 North Street, Cottesloe.

(Attached 5 photos.)

# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

**ITEM 10.1.7C:  
ATTACHMENT C - EMAIL FROM 10 NORTH STREET**



**Rachel Cranny**

---

**From:** Oliver Kohler <Oliver.Kohler@asic.gov.au>  
**Sent:** Wednesday, 12 February 2025 1:43 PM  
**To:** Town Of Cottesloe  
**Cc:** [REDACTED]  
**Subject:** 10 North Street Cottesloe - Issue with tree on verge [SEC=UNOFFICIAL]

Dear Mr Scott & Team

I have owned the property located at 10 North Street, Cottesloe WA 6011 since mid 2012. During this time, the tree positioned on the verge almost directly outside of our cross over has grown significantly in size but also at its base and has become 'massive' when compared to all other trees on verges on North Street.

Whilst the size of the tree has over the years caused a number of other issues for us and my neighbour including the lifting of paving, broken water pipes, structural damage to house and fences, the dropping of large branches across our footpath, fence, gate and onto North Street itself, it is now and more recently the size of the trunk and its proximity to our cross over that I am writing to you requesting that serious consideration be given to removing this tree due to safety reasons and the town's ability to actively take preventive steps to remove an identified risk in the township of Cottesloe.

Recently, my wife and I and visitors have had several close calls as we have pulled out by car out of our driveway due to the restriction in viewing the traffic coming up North Street and who are usually racing to beat the West Coast Highway traffic lights, and this issue is becoming increasingly exemplified as the traffic along North Street seems to getting busier and drivers generally becoming less patient.

I have been speaking with members of your team who as an interim step have erected a mirror to assist with viewing traffic down North Street but which subsequently has provided a false sense of security due to the mirrors limitation.

I cannot have a situation ongoing where each time anyone pulls out of my driveway by car, that the risk of having a collision is a distinct possibility in part due to the location of my property, the increasing traffic entering North Street and leaving North Street and also the restrictions to view other vehicles this tree is causing.

I have been in discussions with members of your team who have been understanding and friendly and responsible for dealing with issues regarding trees on verges in Cottesloe and which has led to the mirror as an interim step and trial period but I am reaching out to you, to escalate this issue, given its increasing seriousness and to hopefully reach a swift and permanent satisfactory resolution.

I look forward to hearing from you or a member of your team shortly.

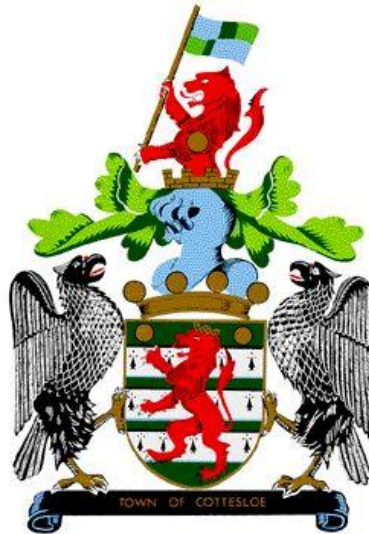
Kind regards

Oliver Kohler [REDACTED]  
10 North Street, Cottesloe WA 6011

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# **TOWN OF COTTESLOE**

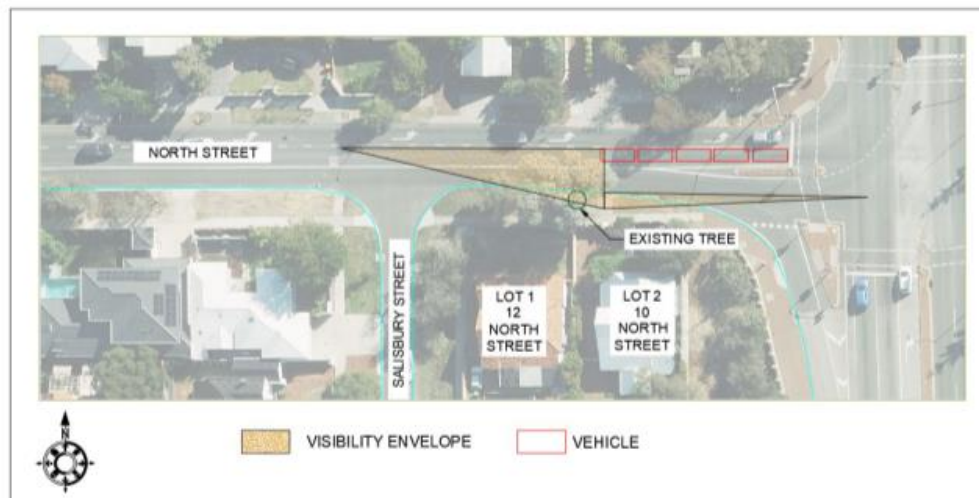


## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

**ITEM 10.1.7D:**

**ATTACHMENT D - 10 NORTH STREET - SIGHT LINE  
CHECK - OFFICER COMMENT - FINAL**



The diagram above demonstrates the 40-metre visibility envelope that must be kept clear of any obstructions in order to comply with Stopping Sight Distance (SSD) requirements for frontage road speed of 50km/hr.

The diagram indicate that, an existing large tree on the verge partially obstructs the sightlines on the left for vehicles exiting out of the existing crossover @10 North street, which in turns makes the right turns onto North Street unsafe.

While it seems the Tree may be the cause of the safety issue at this location, it is important to consider other challenges associated with turning right from the crossover onto this busy intersection of North Street from 10 North Street crossover.

As a result of a previous unrelated query, the Town had undertaken two traffic count surveys to monitor vehicle queuing during peak morning hours (approximately from 7 am to 9 am) at the intersection of North Street/West Coast Highway. The survey findings indicated that a minimum of five vehicles queued at the signalised intersection at any given moment, with some instances where the queues extended as far as Salisbury Street. In these instances, all queued vehicles were able to clear the intersection within two signal cycles.

Given this information, it is the Town's Engineering staff's view that turning right from the crossover onto North Street remains potentially difficult with or without the large tree, primarily due to the proximity of the existing crossover to the heavily trafficked signalised intersection which experiences regular long queuing on the eastbound approach and substantial westbound flows from West Coast Highway, and Servetus Street.

As such, the existence of tree is unlikely to significantly alter the main safety risks associated with this right turn manoeuvre.

# **TOWN OF COTTESLOE**



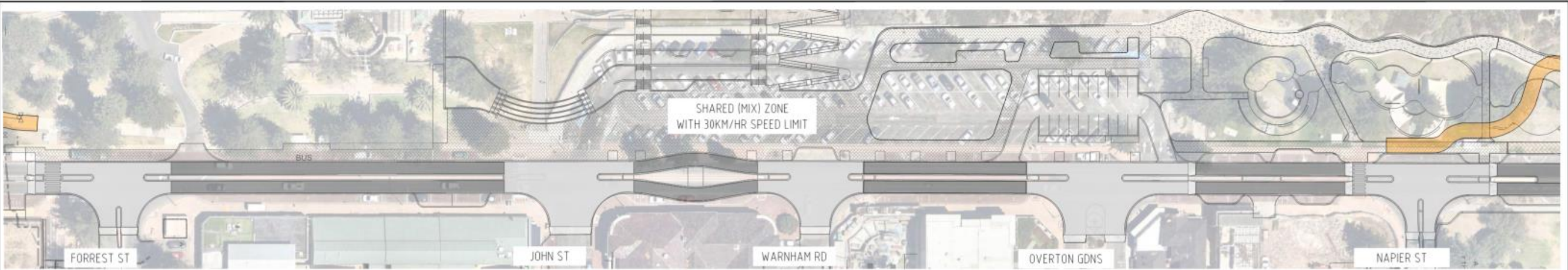
## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

### **ITEM 10.1.8A:**

## **ATTACHMENT A - STAGE 3 - MARINE PARADE SHARED PATH OPTIONS (FORREST TO NAPIER STREET)**





OPTION 1: FORESHORE SHARED PATH (FORREST TO NAPIER) AS PER FORESHORE MASTERPLAN  
SCALE 1:500 (A1)



OPTION 2: FORESHORE SHARED PATH (FORREST TO NAPIER)  
SCALE 1:500 (A1)

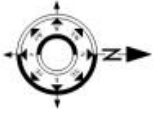


OPTION 3: FORESHORE SHARED PATH (FORREST TO NAPIER)  
SCALE 1:500 (A1)

OPTIONAL SHARED PATH ALIGNMENT BETWEEN FORREST AND NAPIER STREETS

THIS DRAWING REMAINS THE PROPERTY OF THE TOWN OF COTTESLOE AND MUST NOT BE COPIED, RETAINED OR USED WITHOUT THE AUTHORITY OF THE DIRECTOR ENGINEERING SERVICES

| REV | DESCRIPTION     | DESIGNED | APPROVED | DATE     |
|-----|-----------------|----------|----------|----------|
| 0   | FOR INFORMATION | T.M      | R.I      | 24/03/25 |
| 1   |                 |          |          |          |
| 2   |                 |          |          |          |
| 3   |                 |          |          |          |
| 4   |                 |          |          |          |



TOWN OF COTTESLOE  
109 BROOME STREET  
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COTTESLOE WA 6011  
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FAX (08) 9285 5001  
www.cottesloe.wa.gov.au

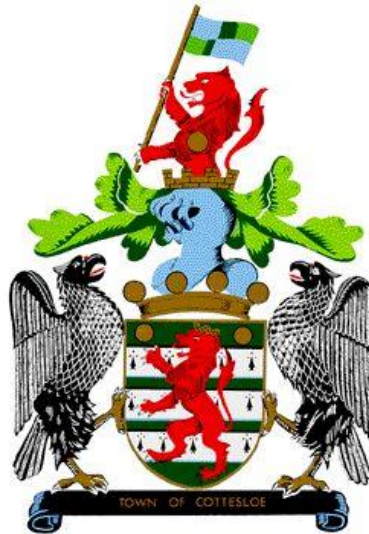
| INITIALS         | DATE     | SIGNATURE |
|------------------|----------|-----------|
| DESIGNED:<br>T.M | 24/03/25 |           |
| CHECKED:<br>R.I  | 24/03/25 |           |
| APPROVED:<br>R.I | 24/03/25 |           |

|                 |   |
|-----------------|---|
| TITLE:          | FORESHORE SHARED PATH OPTIONS<br>FORREST TO NAPIER STREETS - MARINE PARADE, COTTESLOE |
|                 | DRAFT CONCEPT PLAN  |
|                 | SHEET 01 of 01  |
| DRAWING NUMBER: | MAR-25-06-01  |

|       |       |
|-------|-------|
| REV   | 0     |
| SCALE | 1:500 |
|       | A1    |



# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

**ITEM 10.1.8B:**

**ATTACHMENT B - SIGNED NOTES - ACTIVE  
TRANSPORT WORKING GROUP - 14 APRIL 2025**

# TOWN OF COTTESLOE



## ACTIVE TRANSPORT WORKING GROUP NOTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE

109 BROOME STREET, COTTESLOE

4:30pm, 10 April 2025

A handwritten signature in black ink, appearing to be "Matthew Scott", written over a large, stylized, wavy line.

Matthew Scott  
Chief Executive Officer

17 April 2025

## ACTIVE TRANSPORT WORKING GROUP AGENDA

10 APRIL 2025

**DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Town for any act, omission, statement or intimation occurring during committee or council meetings.

The Town of Cottesloe disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during committee or council meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a council meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Town of Cottesloe during the course of any meeting is not intended to be and is not taken as notice of approval from the Town.

The Town of Cottesloe wishes to advise that any plans or documents contained within the agenda or minutes may be subject to copyright law provisions (*Copyright Act 1968*, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction.

Members of the public should note that no action should be taken on any application or item discussed at a committee or council meeting prior to written advice on the resolution of council being received.

Agenda and minutes are available on the Town's website [www.cottesloe.wa.gov.au](http://www.cottesloe.wa.gov.au)



**ACTIVE TRANSPORT WORKING GROUP AGENDA****10 APRIL 2025**

---

**ACTIVE TRANSPORT WORKING GROUP****PURPOSE**

To increase active transport within the Town by providing access to appropriate infrastructure and activities.

**TERMS OF REFERENCE**

To advise Council on the infrastructure and policy requirements to increase active transport within the Town.

**ACTIVE TRANSPORT WORKING GROUP AGENDA****10 APRIL 2025**

---

**CONFIDENTIALITY**

These papers are not confidential on the whole; however, they will not be published on the Town's website or made available for public distribution. Elected Members/Committee Members are not prevented from discussing any topic raised in these papers in general terms; however, they should not be distributed as there are parts that are confidential for a host of reasons (e.g. the presence of legal advice).

The purpose of the meeting is for Members to provide informal feedback / raise issues with the progress of nominated projects. No decisions can be made at this forum and any matter that ultimately requires a Council decision will be presented to a Council meeting.

As no decisions can be made at the meeting and many of the topics could be considered confidential at this stage, the forum will not be open to the public.

The notes contained within these papers are in note form, they are not finalised reports. Members have an opportunity to ask for information to be considered for inclusion in reports on these matters, which will be considered by the officers when reports are finalised.

Officers are very aware of the need to maintain transparency in the decision-making process. As noted in the departmental guidelines on such forums, the best way to maintain transparency in decision-making is to ensure that all decisions are made in public meetings. With this in mind, officers have deliberately omitted any recommendations from these notes, instead noting how we suggest we proceed with the matter at hand. Members will be free to provide feedback on these suggestions; however, no specific direction should be given or debated.

**ACTIVE TRANSPORT WORKING GROUP AGENDA****10 APRIL 2025**

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## ACTIVE TRANSPORT WORKING GROUP AGENDA

10 APRIL 2025

**1 DECLARATION OF MEETING OPENING**

4.31pm

**1.1 ACKNOWLEDGEMENT OF COUNTRY**

I would like to begin by acknowledging the Whadjuk Nyoongar people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

**2 DISCLAIMER**

Refer to the Disclaimer on the inside of the cover page.

**3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

The meeting will be recorded, solely for the purpose of confirming the correctness of the Minutes.

**4 ATTENDANCE**Members

|                   |                          |
|-------------------|--------------------------|
| Cr Helen Sadler   | Presiding Member         |
| Cr Michael Thomas | Elected Member           |
| Mr Mark Powell    | Community Representative |

Staff

|                    |                               |
|--------------------|-------------------------------|
| Mr Shaun Kan       | Director Engineering Services |
| Mr Renuka Ismalage | Manager Projects and Assets   |
| Ms Rachel Cranny   | Executive Services Officer    |
| Ms Tin May         | Coordinator Infrastructure    |

Apologies

|                      |                          |
|----------------------|--------------------------|
| Mayor Lorraine Young | Elected Member           |
| Ms Kirsty Barrett    | Community Representative |
| Cate Pattison        | Community Representative |

|                  |                         |
|------------------|-------------------------|
| Mr Matthew Scott | Chief Executive Officer |
|------------------|-------------------------|

VisitorsNil**5 DECLARATION OF INTEREST**

|                 |                    |
|-----------------|--------------------|
| Cr Helen Sadler | Board of Westcycle |
|-----------------|--------------------|

**6 PRESENTATIONS**

Nil

## ACTIVE TRANSPORT WORKING GROUP AGENDA

10 APRIL 2025

**7 REPORTS OF OFFICERS****7.1 MARINE PARADE SHARED PATH UPGRADE (CURTIN AVENUE TO NORTH STREET) – DRAFT CONCEPT DESIGN****Item by: Shaun Kan, Director Engineering Services****SUMMARY**

The Active Transport Working Group (ATWG) is asked to provide feedback on draft concept plans (Attachment 7.1.1 and 7.1.2) attached with this report. The ATWG to note the draft concept plan will be referred to the Council for consideration for public consultation.

The ATWG is requested to not distribute the attachments externally prior to the Council approval for the formal public consultation process.

**BACKGROUND**

In August 2019, a draft Long Term Cycle Network (LTCN) was developed based on the results from a community consultation survey and Marine Parade was identified as a primary route for long-term cycling infrastructure.

In April 2020, the Council unanimously supported the LTCN plan that was endorsed by the State Government and subsequently, the Administration developed the order of priority for the LTCN with the guidance of ATWG.

In January 2025, the Administration submitted the Active Transport Funding grant application to Federal Government which has since then successful with funding to commence detailed design and construction works.

**OFFICER COMMENT**

In preparation for the grant, the Administration has developed a draft concept plan for the shared path. The ATWG is asked to discuss and provide feedback on the proposed draft concept design and options, its alignment and the shared path opportunities. The proposed works are intended to proceed in three stages as follows:

- Stage 1 – Curtin Avenue to Forrest Street (2026/2027)
- Stage 2 – Napier Street to North Street (2027/2028)
- Stage 3 – Forrest Street to Napier Street (2028/2029)

Attachment 7.1.2 outlines three alternative options for Stage 3, which was developed in consideration of the timing and status of the Foreshore Masterplan Marine Parade component (Forrest to Napier Street) and Indiana Teahouse Redevelopment. The following summarises these options that address the pending elements should they remain incomplete when the time comes to build stage 3:

- Option 1 – Build the Marine Parade Foreshore Masterplan scope (road alignment) between Forrest Street and Napier Street (Note: This section will be converted to a shared zone.)
- Option 2 – A temporary path is built over the most eastern bays of Carpark 1 such that these lots are removed indefinitely

---

**ACTIVE TRANSPORT WORKING GROUP AGENDA****10 APRIL 2025**

---

- Option 3 – The stage 1 and 2 completed paths connect to the existing footpath west of the parking bays

Though sacrificial works are unavoidable, for option 1, the works are predominantly the temporary asphalt used to build the raised intersection to avoid damaging the final concrete surface.

The Council has been briefed on the proposed shared path alignment and three options, with the feedback from the elected members as follows:

- General preference for proposed option 1
- Requested ATWG's feedback on the proposed alignment and options
- Path along North Cottesloe Surf Life Saving Club to follow existing alignment back of the club. This section will be converted to shared zone.

The ATWG to also note the draft concept plan for the shared path has also been referred to Department of Transport (DoT) for review. Please refer to Attachment 7.1.3 for the DoT feedback.

The anticipated timeframes for the design development are as follows:

- |  |                            |
|--|----------------------------|
| • Public Consultation                  | May 2025                   |
| • Public Tender for Design Development | Mid-April 2025 to May 2025 |
| • Appointment of Consultant            | May 2025                   |
| • Design Phase                         | June 2025 to February 2026 |

**INTENDED OUTCOME FROM MEETING**

- Feedback on the Marine Parade Shared Path Upgrade draft concept plan and three options
- Any other feedback on information to be included in public consultation

**ATTACHMENTS**

- Attachment 7.1.1 – Marine Parade Shared Path Upgrade Proposed Draft Concept (Curtin to North Street)
- Attachment 7.1.2 – Marine Parade Shared Path Options (Forrest to Napier Street)
- Attachment 7.1.3 – DoT's Feedback on draft concept design

---

**SUMMARY OF DISCUSSION**

Presiding member, Cr Helen Sadler opened the meeting at 4.31pm

Cr Helen Sadler handed over to Mr Shaun Kan who introduced and explained the background summary of the Marine Parade Shared Path Upgrade – Draft Concept Design report.

## ACTIVE TRANSPORT WORKING GROUP AGENDA

10 APRIL 2025

Mark Powell

- Provided feedback prior to the meeting
- Keep things separated in busy areas
- What we can do around the paths and particularly around landscaping
- Playground – separate path to the bike path – Dutch Inn
- The Cove – insufficient room, it's a busy place because people hang around there – may need to lose parking near the road – constraint point
- Going behind the SLSC – blind spot and how to make it less blind
- NCSLSC
  - connection to the Eric Street shared path – there is the opportunity to use the magic apple carpark as the connection point
  - Not beneficial for the shared path to go down to the ocean front and the preferred route is to go to the front of the surf club
- Yellow line at T intersections along Marine Parade – can these be turned into green spaces
- Is landscaping for the preferred option includes trees as part of the FMP

Cr Michael Thomas

- Make it a slower speed path – slow down around nodes etc
- Split the path at locations to provide pedestrian and bike path (separate)
- Consider young cyclist when designing shared on road facilities – is it safe for the young cyclist to use the road
- Texture
- Would be beneficial to engage a community engagement consultant?
- Need to be clear on the vision to the community
- Supports slight tweaks to Option 1

Cr Helen Sadler

- Pinch points along the movement area and place area principles within the DoT WABN guidelines
- Subserve the principles of place – SLSC, NCSLC, SxS
- Straight and red = speed
- Pair this with posted speed of Marine Parade
- Consider whole road corridor not only shared path when designing
- Design needs to consider all ages and abilities
- Foreshore highly valued site – parking, green space and existing path – need to ask in the consultation what they are prepared to give up
  - Identify how much green space we will lose and how much green space has been gained
- Tender – understanding of the Foreshore MP – how this integrates with the precinct
- Informing First Nation people – works going through the site (Mudurup Rocks) and naming of the path
- Would prefer on the design to use dotted lines rather than a solid line

**ACTIVE TRANSPORT WORKING GROUP AGENDA****10 APRIL 2025**

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## General Comments

- Aspirational only – no visual makes it difficult to imagine
- Visual summary + aspirational survey (preferred)
- Full concept – worried that there may be push back on certain points and kill the whole concept

**8 GENERAL BUSINESS**

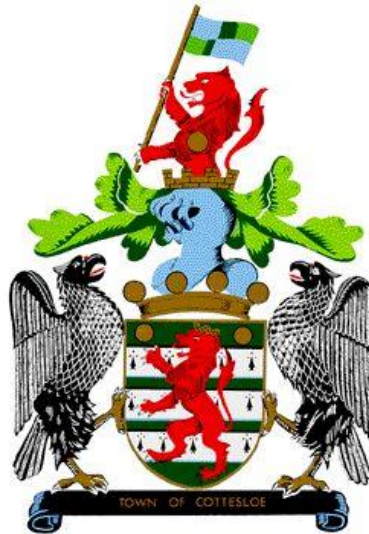
Nil

**9 MEETING CLOSURE**

5.32pm



# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

### **ITEM 10.1.8C:**

## **ATTACHMENT C - MARINE PARADE SHARED PATH UPGRADE PROPOSED DRAFT CONCEPT (CURTIN TO NORTH STREETS)**

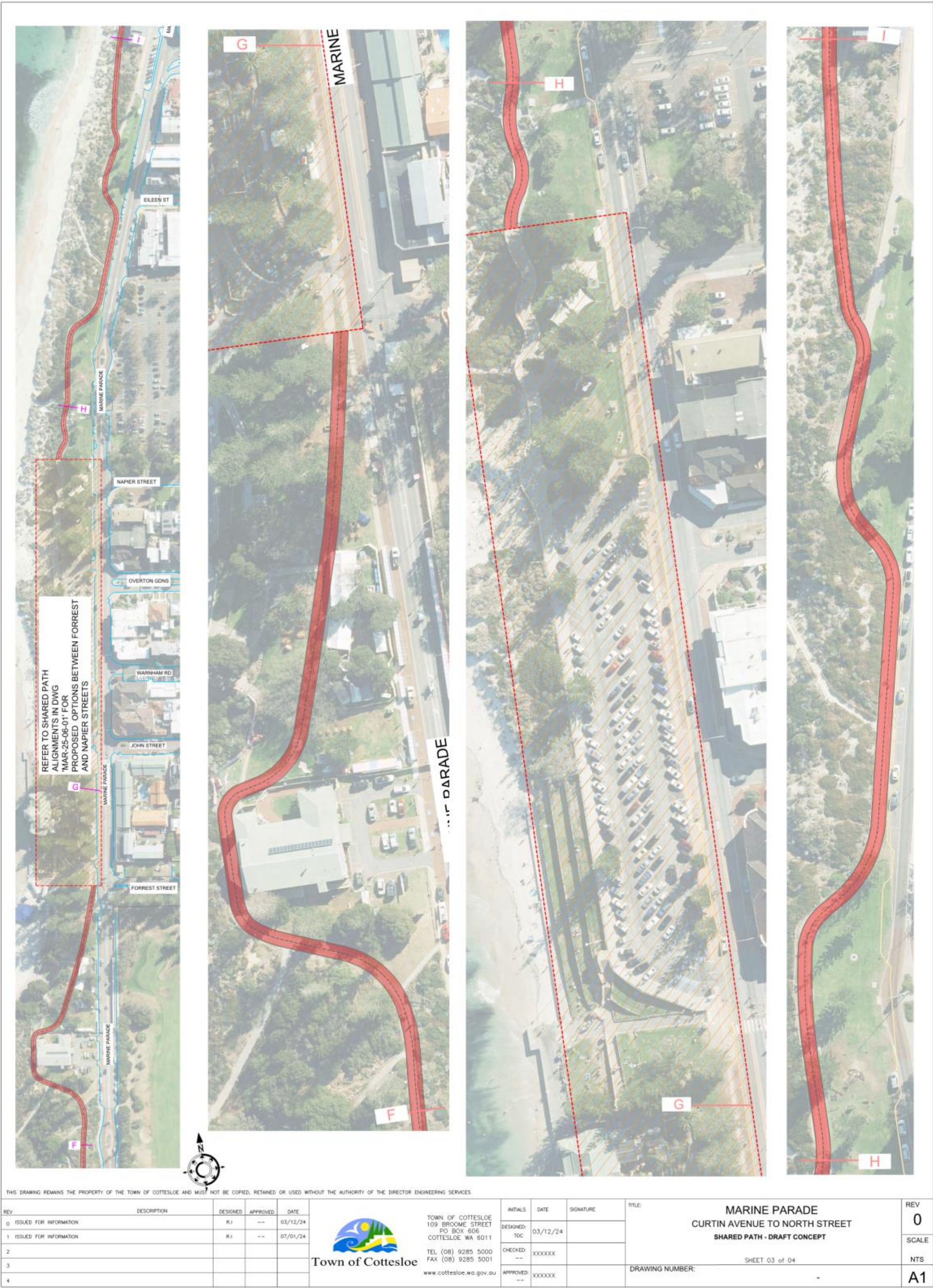










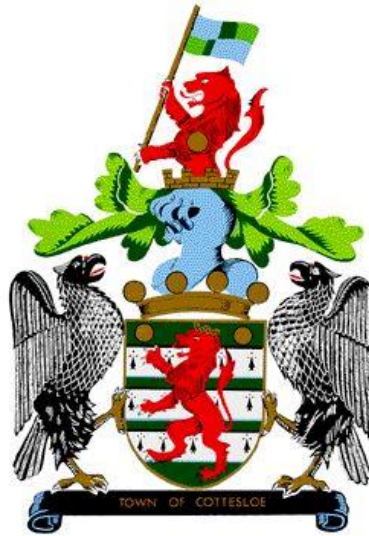








# **TOWN OF COTTESLOE**




## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

### **ITEM 10.1.10A: ANNUAL GENERAL MEETING OF ELECTORS MINUTES**

**TOWN OF COTTESLOE****ANNUAL GENERAL MEETING OF ELECTORS****UNCONFIRMED MINUTES**

WAR MEMORIAL HALL, COTTESLOE CIVIC CENTRE  
109 BROOME STREET, COTTESLOE  
5:30 PM, TUESDAY, 18 MARCH 2025



MATTHEW SCOTT  
Chief Executive Officer  
1 April 2025

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## ANNUAL GENERAL MEETING OF ELECTORS

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### 1. Declaration of Meeting Open

The Presiding Member, Mayor Young opened the meeting at 5:33 pm

I would like to begin by acknowledging the Whadjuk Nyoongar people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

The Presiding Member explained that this AGM of Electors will be the CEO's, Mr Scott last AGM of Electors meeting as he has chosen to leave the Town in April 2025 and would like to thank Mr Scott for all the hard and dedicated work he has performed in his nearly 5 years at the Town and the smooth transitioning to new leadership and wish you all the best for the future.

### 2. Attendance

#### Elected Members Present

Mayor Young  
Cr Harkins  
Cr Sadler  
Cr Irvine  
Cr Heath  
Cr Thomas

#### Electors Present

|                          |                   |
|--------------------------|-------------------|
| Philippa & Chris Wiggins | Cottesloe Elector |
| Phil Paterson            | Cottesloe Elector |

#### Staff Present

Matthew Scott  
Shaun Kan  
Vicki Cobby  
Steve Cleaver  
Jacquelyne Pilkington  
Magdalena Domansak



**Media**

Brett Christian

Cottesloe Elector / POST Newspapers

**3. Apologies****Elected Members**

Cr Bulbeck

Cr Mason

Cr Wylynko

**4. The Mayor's Welcome**

The Presiding Member welcomed everyone to the meeting.

**5. Confirmation of Minutes****Moved Phil Patterson****Seconded Cr Heath****That the Minutes of the Annual General Meeting of Electors held on Wednesday, 20 March 2024 be confirmed.****Carried 10/0****6. Discussion of the 2023/24 Annual Report for the Town of Cottesloe**

- a. The Mayor's Message
- b. The Chief Executive Officer's Report
- c. Statutory Reports
- d. Integrated Planning and Reporting
- e. Financial Statements
- f. The Auditor's Report

ATTACHMENT: 2023/24 Annual Report for the Town of Cottesloe

**ELECTOR MOTION****Moved Phil Patterson****Seconded Cr Irvine****That the Meeting receives the 2023/2024 Annual Report for the Town of Cottesloe.****Carried 10/0**

**7. Public Question Time (Annual Report)****Brett Christian – Cottesloe Elector**

Q1. What was the revenue for parking fines last financial year?

R1. This question was taken on notice. The Town generated \$1.440 million in parking infringement revenue during the 2023/24 financial year. Revenue from parking infringements defrays Ranger costs and the capital costs of monitoring and enforcement of parking restrictions, particularly in the busy foreshore area and in the Village centre, and provides a small amount of revenue for the Town. The Town of Cottesloe is the only local government in WA which is expressly prohibited, by State government regulations, from charging for parking along our beachfront, and we have no paid parking at all in the district, instead relying on Ranger services and enforcement to manage parking and turnover to allow more people to access our beach and Town Centre.

**8. Public Question Time (General Business)****Phillippa Wiggins – Cottesloe Elector**

Q1. Mayor Young, are you going to stand for re-election or have you not decided?

R1. The Mayor advised that it was an honour and a privilege to serve as the Mayor of the Town of Cottesloe; however, she had not yet decided whether she would recontest the position at the next election, and would focus efforts on the many matters currently before Council, to ensure that progress is made in the 7 months of the current term.

Q2. I have heard rumours regarding the Sea View Golf Club and that the Council is looking at how they have to perform in a certain way and I am wondering what the ideas are so I can either squash or advise that yes the rumour is true?

R2. The Mayor advised that she was not fully aware of the context of the rumours. However, she confirmed that Council had resolved the land would continue to be used as a golf course and had provided in-principle support for a 10-year lease renewal for the Sea View Golf Club.

The Mayor further advised that Council was considering a redevelopment of the Clubhouse – noting that it is only the Clubhouse and not the golf course that is being considered for redevelopment. The objectives of the redevelopment are to meet the needs of the Sea View Golf Club, provide improved amenities for the broader Cottesloe community, and potentially deliver a financial return to Cottesloe ratepayers.

**Chris Wiggins**

- Q1. Where I live on John Street is in the midst of concentrated redevelopment where 5 lots that are being developed surrounding my property and this time of year is creating an awful lot of dust through the construction company. Are there any limitations or controls to how much dust the redevelopment can create?
- R1. The Mayor advised that there are standards relating to dust management at building sites, and that Town staff are able to investigate any concerns or complaints regarding excessive dust generated by construction activities.
- Q2. At No. 42 John St, all the reticulation has been removed and the trees are not receiving any water since the time it was removed last year. I am concerned about the impact it is having on the Pine Trees as well as where the redevelopment is occurring. Will the Town address my concerns?
- R2. The Mayor advised that the concerns raised would be referred to the Town's Administration for investigation. The CEO advised the Administration would look into the matter to ensure the Norfolk Island Pines are not being adversely impacted by construction activities and if necessary the Town's staff would ensure that they have adequate water, given that the trees in John St are heritage listed.

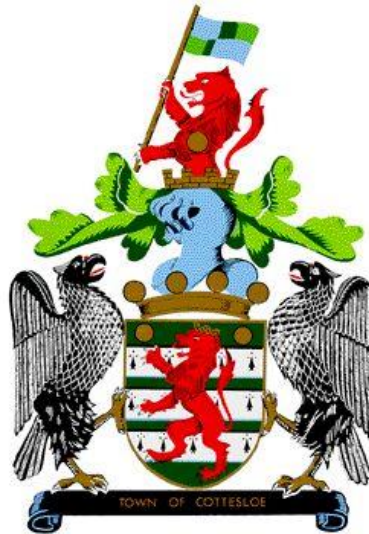
**9. Public Statement Time**

Nil

**10. Closure of the Meeting**

The Presiding Member closed the meeting at 5:57 pm.

# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

### **ITEM 10.1.11A: LOCAL GOVERNMENT ELECTION 2025 COST ESTIMATE COTTESLOE**



Mr Matthew Scott  
Chief Executive Officer  
Town of Cottesloe  
PO Box 606  
COTTESLOE WA 6011

Dear Mr Scott,

**Cost Estimate Letter: 2025 Local Government Ordinary Election**

As you are aware, the next local government ordinary election will be held on 18 October 2025. This letter is your Cost Estimate for the Western Australian Electoral Commission to conduct your election, should you proceed with making a declaration under the *Local Government Act 1995* for us to do so.

Cost Estimate

The Commission has estimated the cost to conduct your Council's election in 2025 as a postal election at approximately \$48,081 (ex GST).

This cost has been based on the following assumptions:

- The method of election will be postal;
- 4 Councillor(s) and 1 Mayor vacancies;
- 6400 electors;
- response rate of approximately 45%
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

If any of these assumptions are not correct, please contact us and we can provide a new cost estimate.

Cost Methodology

To provide your estimate, the Commission has estimated the costs of all aspects of the election, from supply of materials to staffing costs. For the 2025 Local Government elections, we have applied the following apportionment across the State:



For individual local Governments the exact apportionment of costs may differ slightly from the above, as the cost categories are determined by applying the following variables:

- Envelopes, Printing and Postage, and WAEC Costs are determined by the number of electors in your Local Government;
- Processing and Results is determined by the expected response rate for your election; and
- Returning Officer Costs are determined by the complexity of the election for the Returning Officer; we classify Local Governments into bands depending on a number of factors including number of Wards, number of vacancies and the number of candidates, and then we pay our Returning Officers a rate which reflects this band.

#### Estimated Cost of 2025 Local Government Elections

The Commission estimates that the total cost of conducting the Local Government Elections across Western Australia in 2025 will increase by \$1.3 million, compared to 2023. The key drivers for this cost increase are as follows:

- a 45% cost increase from Australia Post, comprising of a 25% increase which came into effect in March 2024, and an additional 20% proposed increase currently being considered by the Australian Competition and Consumer Commission, which if approved will take effect in July 2025; and
- a 9% increase in the salaries paid to Returning Officers as required by the Public Sector CSA Agreement 2024.

#### Variations to the final costs for your Council

In accordance with the *Local Government (Elections) Regulations 1997*, the Commission conducts elections on the basis of full accrual cost recovery. This means that should the actual costs incurred to conduct the election be less or greater than what we have estimated, the final cost may differ from the cost estimate you have been provided.

Whilst we aim to keep additional costs at a minimum wherever possible, the following are examples of where cost increases may arise:

- If a Returning Officer is selected that is not local to your area;
- If you elect for Australia Post Priority Service for the lodgement of your election package;
- If casual staff are required for the issuing of Replacement Election Packages;
- If casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases from our suppliers.

We will endeavour to keep you informed of any unanticipated cost increases as they are incurred during the election.

#### Service Commitment

The Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery.

The Commission acknowledges that during the 2023 Local Government Ordinary Elections, the results for many Local Governments were delayed. Since this time we have improved our Count Processes, and as demonstrated through extraordinary elections conducted in 2024, we are now able to finalise our results more quickly whilst still retaining accuracy and integrity.

If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

#### Next Steps

Should you wish to accept this cost estimate and proceed with the Electoral Commission undertaking this election, there are specific steps that must be taken under the *Local Government Act 1995*. These steps are summarised in the attached flow chart (Attachment A).

As outlined in the flow chart, if you accept this Cost Estimate then please advise of us this in writing, so that we can issue a Written Agreement letter. Both the Cost Estimate letter, and the Written Agreement letter then need to be taken to Council for a decision.

If you have any queries, please contact [lgelections@waec.wa.gov.au](mailto:lgelections@waec.wa.gov.au).

Yours sincerely,

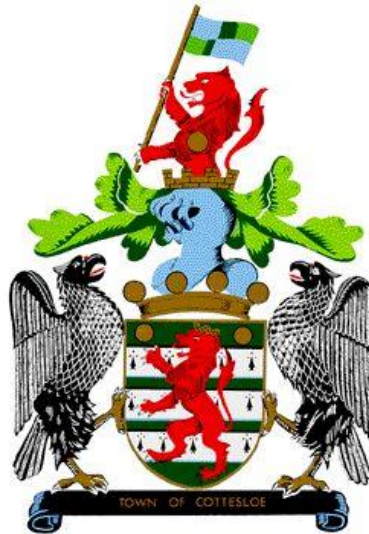


Robert Kennedy  
**ELECTORAL COMMISSIONER**

12 December 2024



# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

**ITEM 10.1.11B:  
WRITTEN AGREEMENT LOCAL GOVERNMENT  
ELECTION 2025 UPDATED COTTESLOE**



WESTERN AUSTRALIAN  
Electoral Commission

Mr Matthew Scott  
Chief Executive Officer  
Town of Cottesloe  
PO Box 606  
COTTESLOE WA 6011

Dear Mr Scott,

**Written Agreement: 2025 Local Government Ordinary Election**

I refer to your correspondence dated 18 March 2025 in which you accept the Western Australian Electoral Commission's Cost Estimate for the 2025 Local Government Ordinary Election, as outlined in my letter to you dated 12 December 2024 (the Cost Estimates Letter).

This letter is my written agreement to be responsible for the conduct of the local government ordinary election for the Town of Cottesloe. In order to finalise this agreement, you are required under *the Local Government Act 1995* to submit the following motions to Council for a postal election:

1. declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required;
2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a Postal election.

Please note that:

- the above motion/s must be presented to Council as drafted and cannot be amended in any way;
- both the Cost Estimates Letter, and this Written Agreement Letter should be attached to the item for Council consideration; and
- the above motion/s must be passed by an absolute majority.

Once the Council passes the above mentioned motion/s, please forward confirmation to the Commission to the email address below. The Commission can then proceed with arrangements for your ordinary election.

If you have any queries, please contact [lgelections@waec.wa.gov.au](mailto:lgelections@waec.wa.gov.au).

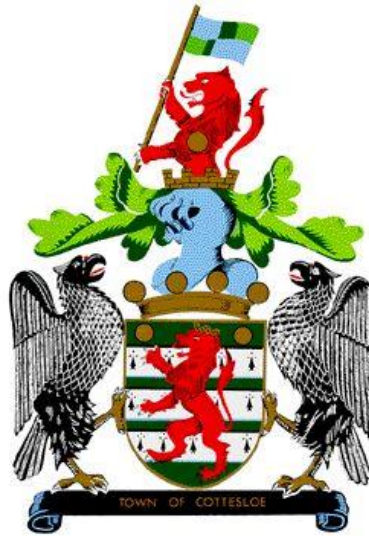
Yours sincerely,

A handwritten signature in blue ink, appearing to read 'R Kennedy'.

Robert Kennedy  
**ELECTORAL COMMISSIONER**

24 March 2025

# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

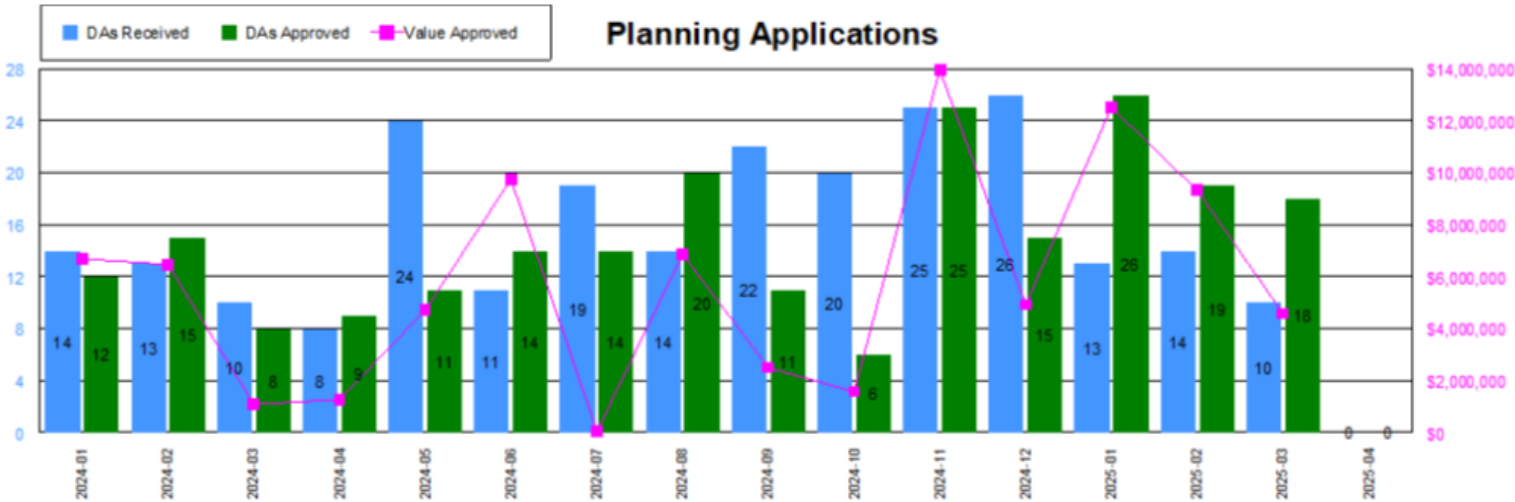
# **ATTACHMENT**

### **ITEM 10.1.12A: CEO QUARTERLY INFORMATION BULLETIN**

TOWN OF COTTESLOE CEO QUARTERLY REPORT TO COUNCIL – MARCH 2025

In order to keep the Council informed of the operational statistics of the Town, the Chief Executive Officer will provide Elected Members with the statistical data of corporate activity across the directorates, each quarter.

PLANNING APPLICATIONS



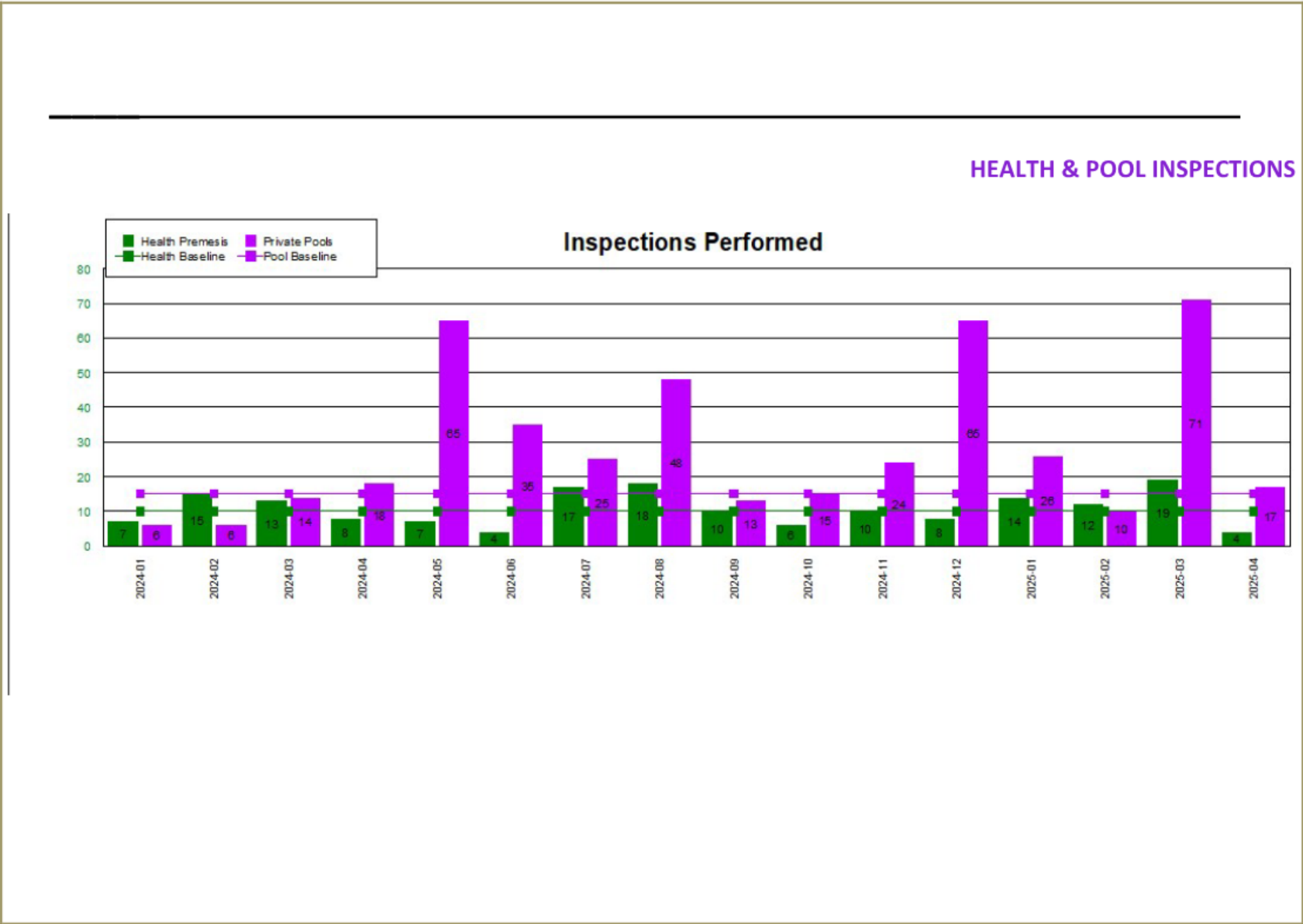


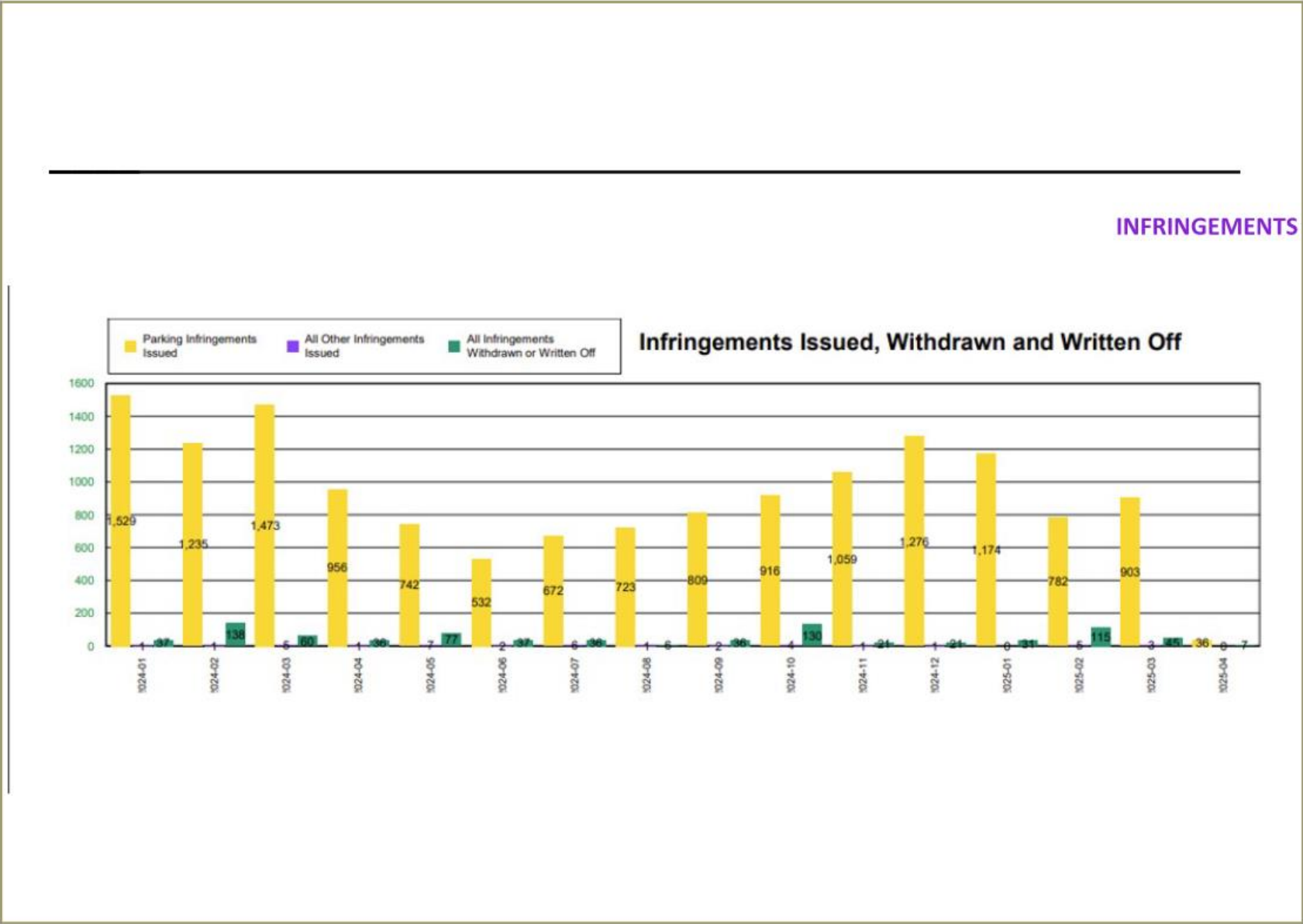
SDAU APPLICATIONS

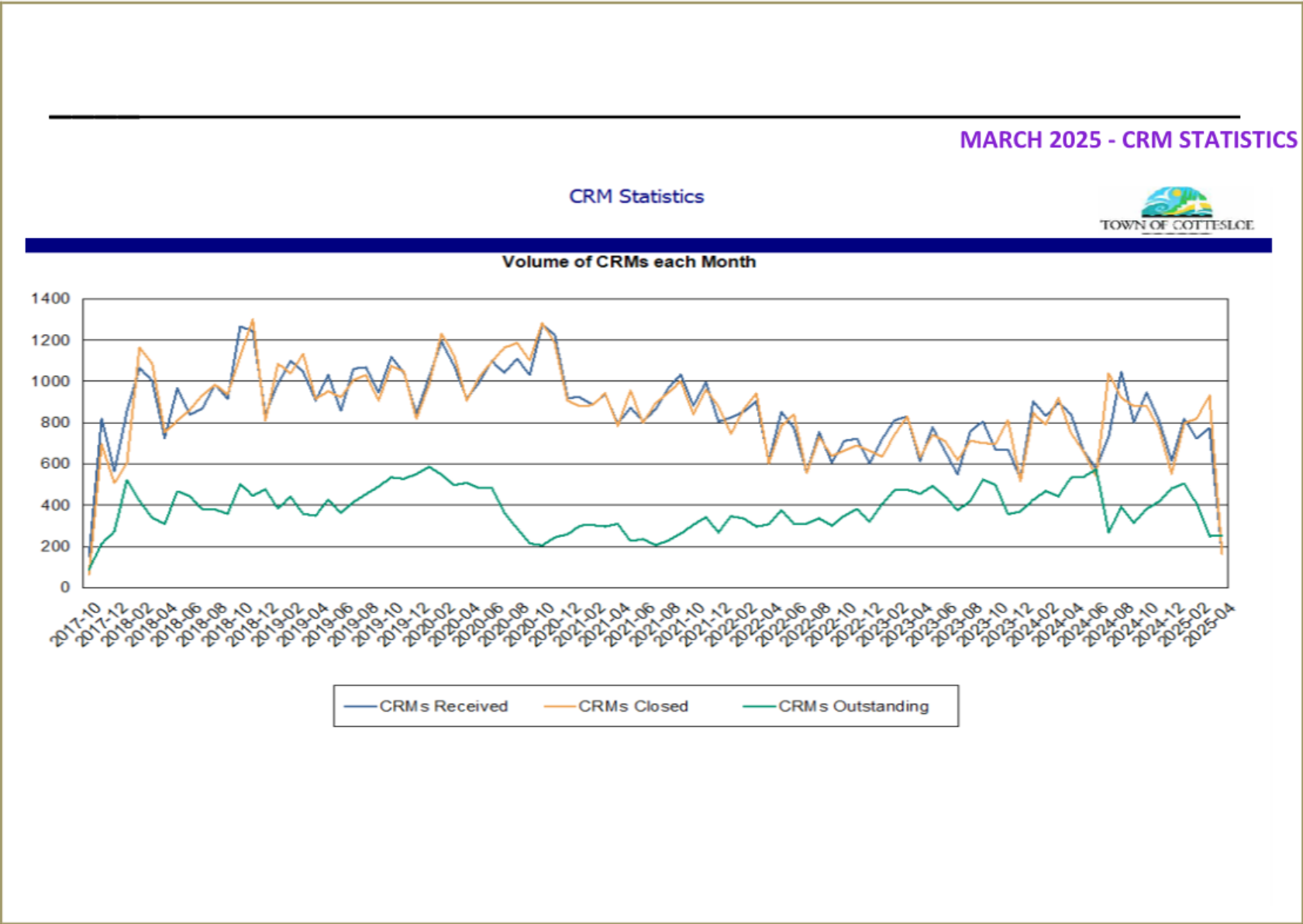
| ADDRESS                     | DESCRIPTION   | COMMENT  |
|-----------------------------|---|--|
| 94 Marine Parade (Seapines) | Residential apartments with restaurant/café, shops and short stay accommodation | SDAU application lodged with WAPC;<br><br>Formal referral not received at this stage.  |
| 7-11 Station Street         | Residential apartments, hotel and commercial tenancies                          | SDAU application lodged with WAPC;<br><br>Council resolution of 26 November 2024, forwarded to WAPC on 29 November 2024.<br>SDRP held on 11 February 2025. |

|                                |             |                   |
|--------------------------------|-------------|-------------------|
| <hr/>                          |             |                   |
| Current DAP Applications - NIL |             | JDAP APPLICATIONS |
| ADDRESS                        | DESCRIPTION | COMMENT           |
|                                |             |                   |
|                                |             |                   |









MEDIA STATISTICS

2025

2025

| Media   | Jan | Feb | March | Total |
|---|-----|-----|-------|-------|
| Posts made/shared to the Town’s Facebook page | 18  | 19  | 23    | 60    |
| Posts made to the Town’s Instagram page       | 9   | 8   | 9     | 26    |
| MailChimp mailout (e-newsletter/consultation) | 2   | 4   | 4     | 10    |
| Media Release sent to the newspapers          | 2   | 1   | 3     | 6     |







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## COUNCIL PLAN UPDATE

### OUR COMMUNITY – Connected, engaged and accessible

#### Community Feedback

Our community values its relaxed, outdoor lifestyle and the natural environment.

Looking forward, our community wants Cottesloe to be a welcoming place for locals and visitors of all backgrounds, ages and abilities.

Community events and initiatives are welcomed to enhance our vibrant coastal community, with the style and scale of events to suit Cottesloe's character.

#### Our Strategies

Our high level strategies to progress these objectives:

1. Supporting an active, healthy and inclusive community culture, our residents enjoy access to a range of social, cultural and recreation activities
2. Providing accessible and inclusive community spaces and facilities

| Deliverable  | Timeframe  | Role    | Directorate | Comments  |
|--|------------|---------|-------------|---|
| Encourage health and wellbeing through recreation initiatives          | Short Term | Partner | DCCS        | Planning is underway for National Reconciliation Week inviting community to participate in a 3km walk along Wardun Beelier Bidi Trail in collaboration with Town of Mosman Park, North Cottesloe Primary School and Cottesloe Primary School.     |
| Implement the Disability Access and Inclusion Plan (DAIP)              | Short Term | Deliver | DCCS        | The DAIP (2024-2029) was endorsed by Council at the August 2024 OCM.<br>There has been an increase in bookings for Beach Wheel Chairs 24/25 beach patrol season.<br>People & Culture Manager met with Down Syndrome WA - Open Employment Program. |
| Review and update the Town's Public Open Space and Playground Strategy | Short Term | Deliver | DES         | Draft strategy was provided to the April 2025 Elected member Workshop. POS Working Group has provided feedback prior.   |
| Identify and support opportunities for community participation         | Short Term | Partner | DCCS        | Community Grant Program is currently open and closes 20 April 2025. The grant program supports activities, initiatives, projects and events that enhance the lives of the Cottesloe Community.  |
| Review and implement the Town's Events Policy                          | Short Term | Deliver | DCCS        | Review of existing Event Policy & Processes is currently in progress  |

|  |            |         |      |   |
|--|------------|---------|------|---|
| Implement the Reconciliation Action Plan (RAP) | Short Term | Deliver | DCCS | Review of outstanding Reflect Action Items in progress along with a new reporting framework to guide and support future direction   |
| Develop a Public Health Plan                   | Short Term | Deliver | DDRS | To be developed during 2025-2026  |
| Develop a Community Youth Inclusion Strategy   | Short Term | Deliver | DCCS | Draft Business Case for Youth Inclusion Strategy is being reviewed as part of overall Community Department planning into delivery of programs and events and key action items for 2526. |
| Develop a Community Development Strategy       | Short Term | Deliver | DCCS | This item has been tabled for action Q1 2526 Financial Year   |

## OUR TOWN - Healthy natural environs and infrastructure meeting the needs of our community

### Community Feedback

Sustainability is important to our community. Our urban canopy, natural areas and recreation facilities are a priority for community wellbeing. Our community wants to see Cottesloe's heritage celebrated and balanced with appropriate planning and development.

Looking forward, our community want to see Cottesloe and Swanbourne Villages as thriving accessible community hubs. Our public amenities (including public ablutions) are a priority for our community, to enhance accessibility for everyone. Our Town

### Our Strategies

Our high level strategies to progress these objectives:

1. Town infrastructure is well planned, effectively managed and supports our community, whilst protecting and promoting our unique heritage and character
2. Engage with external stakeholders to create connectivity throughout the Town.
3. Future population growth is planned to enhance community connectivity, economic prosperity as well as the built and natural environment.
4. Work collaboratively to protect, enhance and increase our natural assets and green canopy.

| Deliverable   | Timeframe  | Role    | Directorate | Comments   |
|---|------------|---------|-------------|--|
| Review and implement the Town Planning Scheme                       | Short Term | Deliver | DDRS        | The Town appointed Niche Planning Studio (NPS) to undertake the preparation of Local Planning Scheme No 4 mid February. NPS have now undertaken a background review in conjunction with Town staff and are progressing final project methodology and preparing a draft Community Engagement Plan. It is intended to brief Councillors on these matters in May. |
| Review, update and implement asset management planning              | Short Term | Deliver | DES         | The draft asset management plan together with its informing strategies (Community Infrastructure, Sustainability and Public Open Space) will be tabled at the May 2025 Elected Members Workshop.   |
| Adopt and implement the Cottesloe Village Precinct Structure Plan   | Short Term | Deliver | DDRS        | Draft precinct structure plan document and Local Planning Scheme Amendment 14 with WAPC for consent to advertise.  |
| Progress the Foreshore Masterplan, including Carpark 2 re-visioning | Short Term | Partner | DES         | The Administration is in the process of identifying grant funding opportunities (including Government contributions) to develop a staged approach for the Foreshore Redevelopment to progressively deliver various components over the duration of the Council Plan.   |
|   |            |         |             | A Council approved delivery strategy for the Carpark 2 Redevelopment is implemented. Element have been appointed   |

|   |            |         |     |   |
|---|------------|---------|-----|---|
| Review and implement Coastal Hazard Risk Management and Adaptation Plan | Short Term | Deliver | DES | for the works and ongoing discussion are occurring with State Government with progress reported on a monthly basis to Council.<br>Ongoing public consultation closing 16 May 2025.  |
| Implement Green Infrastructure Strategy                                 | Short Term | Deliver | DES | Council adopted the Strategy in November 2024. A community engagement plan is being prepared to commence the consultation on the revised street tree species in May 2025.   |
| Develop Recreation Precinct Strategy                                    | Short Term | Deliver | DES | A consultant has been appointed to look at a planting strategy, maintenance plans and a POS landscaping plan to achieve the 30% canopy target by 2040.<br>Nature Play contractors have been appointed for the Harvey Field Playground upgrade. The Seaview Golf Club are working on a course masterplan that addresses the safety issues along fairway 2/11. The Town has written to the Club's insurer informing them of Council's position. |
| Develop Foreshore and Beach Strategy                                    | Short Term | Deliver | DES | A design for the parking areas along Pearse Street, Broome Street and Jarrad Street is in progress and is on track for presentation at the June 2025 Elected Members Workshop.<br>This is prioritise to be developed in 2026, once the Town's CHRMAP exercise is completed.   |
| Review and update the Integrated Transport Strategy                     | Short Term | Deliver | DES | The Integrated Transport Strategy (Priority One) was adopted at the October 2024 OCM. A strategy document covering actions to achieve targets is being compiled.  |

## OUR PROSPERITY - A vibrant and sustainable place to live, visit and enjoy

### Community Feedback

Our community highly values Cottesloe's relaxed coastal character. It is important to our community that this be retained and that Cottesloe is a place where locals and visitors are welcomed and enjoy the experience.

Thriving connected village hubs are important to our community.

There is clear acknowledgement of Cottesloe as a world-renowned tourism destination -the Cottesloe foreshore and coast need to meet the expectations of locals, as well as visitors from around Australia and internationally.

### Our Strategies

Our high level strategies to progress these objectives:

1. Activating Cottesloe and Swanbourne town centres and increasing their appeal, attracting more local business and visitors.
2. Partner with other stakeholders to create beautiful and diverse locations that celebrate our natural cultural and built heritage.
3. Partner with other stakeholders to promote Cottesloe more widely, attracting visitors seeking a quality coastal experience.

| Deliverable  | Timeframe  | Role     | Directorate | Comment  |
|--|------------|----------|-------------|--|
| Lobby and advocate for increased east-west connectivity                                  | Short Term | Advocate | DES         | Continue to lobby the State Government to upgrade Congdon Street and Eric Street Bridge Upgrade.<br>State Government have announced the commencement of Congdon Street Bridge works in 2024/2025.              |
| Implement the Cities Power Partnership Commitments                                       | Short Term | Deliver  | DES         | A sustainability strategy will be tabled at the March 2025 EM Workshop   |
| Implement the Beach Access Plan  | Short Term | Deliver  | DES         | This will be presented at the March 2025 Elected Members Workshop as part of the Community Infrastructure Strategy   |
| Review and update the Cottesloe Long Term Cycle Network Strategy                         | Short Term | Deliver  | DES         | This is completed as part of the Integrated Transport Strategy.  |
| Implement Natural Asset Management Plan  | Short Term | Deliver  | DES         | This is part of the Green Infrastructure Strategy.   |
| Maintain and update the Cottesloe Local Heritage List                                    | Short Term | Partner  | DDRS        | For consideration as part of Local Heritage Strategy.  |
| Advocate for strategic transport infrastructure development, maintenance and improvement | Ongoing    | Advocate | CEO         | Currently organising a forum with the City of Fremantle, Town of Mosman Park and Shire of Peppermint Grove to discuss Strategic Priorities for the Stirling Highway and Fremantle Railway transport corridors. |
| Implement the adopted Cottesloe Village Precinct Structure Plan                          | Short Term | Partner  | DDRS        | Draft precinct structure plan document and Local Planning Scheme Amendment 14 with WAPC for consent to advertise.  |

|   |            |          |      |   |
|---|------------|----------|------|---|
| Local Planning Strategy and Scheme  | Short Term | Deliver  | DDRS | Local Planning Strategy considered and endorsed by Council at its OCM held in Dec 2024. Documentation now with the WAPC for its consideration for final adoption. |
| Explore partnership opportunities for the delivery of services to our community and visitors  | Short Term | Partner  | CEO  | The Western Suburb Alliance CEO group is actively investigating possible shared partnership of various services.  |
| Develop a Public Space Activation Strategy  | Short Term | Partner  | DES  | An item in relation to activating the Ski Shed Roof included in April OCM Agenda.   |
| Advocate for development and maintenance of community infrastructure, supporting our local community and the large number of visitors | Ongoing    | Advocate | CEO  | Ongoing discussions with State and Federal Government on the infrastructure needs of the community when the opportunity presents itself                           |
| Develop strategies and policies to assist local business become more sustainable  | Medium     | Deliver  | CEO  | Western Suburb Alliance CEO group met with a representative from the Western Suburbs Business Alliance possible partnership opportunities.                        |
| Continue collaboration with neighbouring local governments, supporting tourism development  | Ongoing    | Partner  | CEO  | The Town continues to support and attend ProCott Meetings.  |

## OUR LEADERSHIP AND GOVERNANCE - Strategic leadership providing open and accountable governance

### Community Feedback

Community engagement and timely communication is a high priority for our community.

Our community values transparent, strategic leadership and forward planning.

Our community deserves and requires legislative compliance and financial responsibility.

### Our Strategies

Our high level strategies to progress these objectives:

1. Engage, inform and actively involve our community in Council decision making.
2. Work innovatively and collaboratively with government, industry, business and community to deliver positive outcomes.
3. Deliver open, accountable and transparent governance.

| Deliverable  | Timeframe  | Role     | Directorate | Comment  |
|--|------------|----------|-------------|--|
| Review and implement Council's long term strategic planning  | Medium     | Deliver  | CEO         | Council Plan adopted by Council in December'23. Workshop to be arrange to prioritise deliverables.   |
| Review and implement Council's communication plan / strategy   | Short Term | Deliver  | CEO         | Review of the Town's communication plan will commence in 2024.   |
| Advocate and lobby on behalf of our community  | Short Term | Advocate | CEO         | Ongoing as opportunities occur. Meeting with local State Member to discuss various Local issues.   |
| Provide strategic leadership, deliver financially responsible governance and maintain legislative compliance   | Ongoing    | Deliver  | CEO         | Annual Report included in February OCM agenda. Compliance Return and Mid Year Budget Review to be put to Audit and Risk Committee, to be then put to March OCM. 2024/25 Annual Budget Adopted in August'24. 2023/24 Annual Financial Statements expected to be signed off by Auditors early December'24. |
| Provide regular public communications, updating our community of Council activities  | Ongoing    | Deliver  | CEO         | Responses to media enquiries, social media posts and monthly newsletter issued. Refer to Media Statistics in CEO Quarterly Report.   |
| Engage with community on satisfaction with the level of service delivery   | Ongoing    | Partner  | CEO         | Service delivery survey completed as part of the development of Council Plan. To be reissued every 2 years as part of Council Plan review.   |
| Use existing and develop new partnerships to improve services and efficiencies for the Town including but not limited to WESROC, Joint Library Agreement | Ongoing    | Partner  | CEO         | Working with the Western Suburbs Alliance (formally WESROC) CEO initiative to improve services across the Western Suburbs Local Governments. Current focus is Infrastructure, Procurement, Communications and Human Resources.   |



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| Review and maintain the implementation of business continuity planning          | Short Term | Deliver | DCCS | Not commenced at this stage.  |
| Maintain emergency management partnership and planning                          | Ongoing    | Partner | DDRS | Ongoing membership of the Western Suburbs LEMC, which meets every quarter. Meeting regularly with local emergency services, ie WA Police. Council adopted the Local Emergency Management Arrangements at June 2024 OCM  |
| Provide a healthy and safe workplace for our Town employees and council members | Ongoing    | Deliver | DCCS | <p>Workplace Health and Safety Policy adopted at April OCM.</p> <p>Workplace Health and Safety Plan developed.</p> <p>Emergency Plans updated, with annual fire alarm compliance occurred in August 2024.</p> <p>Safe Work Method Statements reviewed and refined for higher-risk employee activities.</p> <p>Five Day Health and Safety Representatives Course attended by key employees.</p> <p>Risk assessments completed for worker access to the skate bowl, front counter, falls from heights and depot traffic management.</p> <p>Workstation ergonomic assessments performed (ongoing).</p> <p>Workplace equipment recommendations proposed for replacement.</p> <p>Free flu vaccinations promoted to employees.</p> <p>Relationships Australia Employee Assistance Program promoted.</p> <p>Ongoing. Fire drill held 12/2/24.</p> <p>The Town of Cottesloe Industrial Agreement 2024 was ratified by the WA Industrial Relations Commission in December 2024, including incentives for staff to be actively involved in work place safety committee.</p> <p>Online workplace Safety and Harassment training required to be completed by all staff.</p> <p>Free skin checks offered to all staff</p> <p>Direction to all staff for appropriate PPE clothing for outside work</p> <p>Induction checklists for all employees updated and tracked</p> <p>Education and tips for employees in how to empower themselves and prepare for their performance review meeting with their manager (e.g. psychological safety)</p> <p>Refreshers for manual handling and ergonomic assessments</p> |

**MAJOR PROJECTS**

| Project  | Actions   |
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| <b>Foreshore Redevelopment &amp; Car Park No.2</b> | <p>18 January 2022- Meeting with Tourism WA to discuss funding</p> <p>28 January 2022 – Meeting with Deputy Premier Roger Cook Chief of Staff</p> <p>18 February 2022 – Meeting with Dr Katrina Stratton MP on various issues including Foreshore Redevelopment.</p> <p>21 February 2022 – Meeting with Minister for Lands and Local Government, John Carey regarding Foreshore Redevelopment and reclassification for Car Park no.2</p> <p>1 March 2022 – Meeting with Minister for Planning regarding Foreshore Redevelopment Design.</p> <p>14 March 2022 – Celia Hammond Listing Post Meeting regarding Foreshore Redevelopment</p> <p>18 March 2022 – Meeting with Sculpture by the Sea regarding Foreshore Redevelopment Design.</p> <p>12 April 2022 – Meeting with Federal candidate Yannick Spencer regarding Foreshore and other TOC projects.</p> <p>12 April 2022 – Meeting with Federal candidate, Kate Chaney regarding Foreshore and other TOC projects.</p> <p>20 April 2022 – Meeting with Deputy Premier regarding Funding opportunities fro Foreshore Redevelopment</p> <p>28 April 2022 – Celia Hammond MP announces \$7m commitment to Foreshore should the coalition be related.</p> <p>29 April 2022 – Letter sent to State Premier requesting meeting to discuss funding for Foreshore Redevelopment.</p> <p>21 May 2022 – Federal Election, change in Government.</p> <p>June 2022 – Follow up to inquiry with Premier regarding request to meet, Premier overseas.</p> <p>August 2022 – Met with senior representatives from DPLH and WAPC and provided a project update.</p> <p>September 2022 – Meet with the Premier’s Senior Policy Advisor and provided update on project and discussed funding options.</p> <p>Nov-Dec 2022 – Several meetings with DPLH to discuss the introduction of Developer Contributions to assist with foreshore funding</p> <p>Dec 2022 – request meeting with Deputy Premier.</p> <p>Mar 2023 - meet with Deputy Premier Chief of Staff.</p> <p>Mar 2023 – Council resolved to develop a strategy for Car Park No. 2 as a priority</p> <p>June 2023 – Council adopted Car No.2 Strategy (and published on website)</p> <p>September 2023 – Preparation of Specifications to engage specialist consultant</p> <p>December 2023 – RFQ advertised for the Engagement of specialist consultant</p> <p>March 2024 – Element appointed as design consultant</p> <p>April 2024 – Council briefed by Element</p> <p>July 2024 – FPAC briefed by Element</p> <p>August – Sept 2024 – Internal submission prepared for DPLH review.</p> |

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|  | <p>October 2024 – Meeting with DPLH representatives on submission. Awaiting formal feedback on submission.</p> <p>December 2024 – A funding application has been submitted to the Federal Government’s Urban Precinct Partnership Program.</p> <p>January 2025 – Federal Budget Submission issued via Kate Chaney MP office.</p> <p>February 2025 – Funding Strategy Discussion held with Council. State and Federal Government Election Candidates encouraged to prioritise funding in campaigns.</p> <p>March/April 2025 – Letters issued to new State Government regarding the need for funding to implement the Foreshore Masterplan.</p>   |
| <b>New Enterprise Resource Planning (ERP) Implementation</b> | <p><b>Executive Summary Overall Status: Amber (as at 31 March 2025)</b></p> <p>Project has been progressing with many activities completed. It has continued to be challenging to perform the required testing within the required timeframes. Timelines have been extended for User Acceptance Testing (UAT) until Easter. Then the project will move focus to GO LIVE and business readiness.</p> <p><b>Phase 1: FIN, Property and Rates (P&amp;R), Payroll (Datapay)</b></p> <ul style="list-style-type: none"> <li>• Financials. Key User Training (KUT) complete. UAT nearing completion, to be done by Easter.</li> <li>• P&amp;R. User Acceptance Testing (UAT) complete and ready for sign off.</li> <li>• Datapay. UAT has been delivered, work underway to create a parallel pay run for testing. UAT commenced.</li> </ul> <p><b>Phase 2: CRM, Customer interface (MyDatascape), Mobile interface (Antenno), Mobile Capture + Registers</b></p> <ul style="list-style-type: none"> <li>• KUT complete, Business readiness training planning has commenced.</li> <li>• UAT in preparation for sign off prior to Easter.</li> </ul> <p><b>Phase 3: Regulatory</b></p> <ul style="list-style-type: none"> <li>• KUT complete.</li> <li>• UAT underway, to be completed by Easter.</li> </ul> <p><b>Data Migration</b></p> <ul style="list-style-type: none"> <li>• Some challenges being faced with Data Migration from legacy system. Business Analyst, Datacom and Managed IT are working through these.</li> </ul> |

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|  | <b>Change Management</b> <ul style="list-style-type: none"> <li>• Planning for GO LIVE training commencing</li> <li>• Next 2 weeks are critical, UAT to be cleared so GO LIVE training can commence.</li> </ul>   |
| <b>Sea View Golf Club Redevelopment Strategy</b> | <p>July – Sept 2024 - Site Assessment and Community needs and aspiration consultation has been completed.</p> <p>October 2024 – Council and Seaview Golf Clubroom Redevelopment Committee briefed on outcomes (of above).</p> <p>October 2024 – Formal consideration of Outcomes of the Site Assessment and Community needs and aspirations consultation included in October 2024 OCM Agenda.</p> <p>November 2024 – Council adopted a set of design principles and 3 design concepts for further development.</p> <p>December 2024 – Concept Designs received and subject to internal review.</p> <p>February 2025 – Workshop held with committee members to review concepts. Committee to formally review concepts once new member (SVGC) has been appointed by Council.</p> <p>April 2025 – Committee meeting held to consider a number of options</p> |
| <b>Green Infrastructure Plan</b>                 | <p>September 2024 – OCM 152/2024 – Council has deferred adopting the Green Infrastructure Plan until an additional briefing (prior to the December'24 OCM) has occurred. Measures on Planting and Survival to be discussed at said briefing.</p> <p>November 2024 – Council adopted the Green Infrastructure Strategy and the Natural Areas Management Plan</p> <p>January 2025 – Consultants appointed to determine new species for selected streets and to develop a number of plans (planting strategy, maintenance management and POS Landscaping)</p> <p>April 2025 – Preparing community engagement plan</p>  |

OUTSTANDING RESOLUTIONS

Outstanding Resolutions

| Council Meeting Date | Item # | Resolution No. | Item Title | Resolution | Complete (Y/N) | Comments |
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| 25/03/2025 | 13.1.2 | OCM046/2025 | T02/2025 Harvey Field Playground Upgrade Project - Construct | <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. INSTRUCTS the Chief Executive Officer to liaise with TENDERER B for them to condense their construction program for practical completion to be completed no later than 30 June 2025;</li> <li>2. Should Point One be unachievable, AUTHORISE by ABSOLUTE MAJORITY a budget amendment as follows: <ol style="list-style-type: none"> <li>i. Reallocate the \$103,767 LRCI to fund the a resurfacing project on Deane Street between Marine Parade and Avonmore Terrace</li> <li>ii. Transfers \$103,737 from the POS Reserve to fund the balance of the Harvey Field Playground project.</li> </ol> </li> <li>2. SUBJECT to Point One, AUTHORISES the Chief Executive Officer to award the Harvey Field Playground Upgrade Project - Construct Tender to TENDERER B for their contract sum mentioned in the Officer Recommendation in Brief Section and sign the contract;</li> <li>3. AUTHORISES the Chief Executive Officer or their delegate to manage the Harvey Field Playground Upgrade Project - Construct Tender contract, including provision of possible variations (provided the variation is necessary in order for the goods or services to be supplied, does not change the general scope of the contract and is managed within the allotted budget allocation); and</li> </ol> | N | The contractors are investigating whether the works can be completed by 30 June 2025. |
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|  |  |  |  | 4. AUTHORISE the Mayor, Elected Members and the Town’s Administration to disclose the identity of the successful Tenderer [being Nature Playgrounds]. |  |  |
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| 25/03/2025 | 13.1.1 | OCM045/2025 | North Cottlesloe Life Saving Club - Request for a Sauna | That Council DEFERS consideration of this item so that the Administration can present to Council on recommended principles for a potential sauna and public open space development on the NCSLSC Ski Shed roof, at the April Briefing Forum.  | Y | Refer to report in April OCM agenda.  |
| 25/03/2025 | 10.1.8 | OOM041/2025 | Western Power Community Battery Program                 | <p>THAT Council</p> <ol style="list-style-type: none"> <li>1. SUPPORTS the Community Battery being installed at the preferred Location 2, Grant Marine Park Carpark as shown in the diagram within the Background Section of this report;</li> <li>2. AUTHORISES the Chief Executive Officer to execute any legal documents if needed;</li> <li>3. REQUESTS the Chief Executive Officer to provide a report to an Elected Member Workshop after 12 months following the implementation of the community battery at the preferred Location 2;</li> <li>4. INSTRUCTS the CEO to investigate the feasibility of providing a virtual battery subscription model to residents, such as PowerBank, in partnership with Western Power and Synergy; and</li> <li>5. REQUESTS the Chief Executive Officer liaise with Western Power to express preference for the Community Battery to be placed in the current general location, while maximising the distance from immediate neighbours and minimising loss of green space by placing the community</li> </ol> | N | Liaison required with Western Power to carry out the works specified within the Council resolution. |



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|  |  |  |  | battery on existing hardstand to the extent it is possible. |  |  |
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| 25/03/2025 | 10.1.2 | OCM37/2025 | Mid Year Budget Review 2024/25 | <p>THAT Council by absolute majority</p> <p>1. RECEIVES the Budget Review for the Financial Year 2024/25;</p> <p>2. APPROVES the following new projects:</p> <p>(a) Brixton Street Resurfacing (\$15,000)</p> <p>(b) Marine Parade (Forrest Street) Speed Cushions (\$11,000)</p> <p>(c) Marine Parade Crossings Line Marking Removal and Re-Installation - Forrest Street, Napier Street, John Street and Eric Street (\$30,000)</p> <p>(d) Marine Parade Shared Path Upgrade (\$0)</p> <p>(e) John Black Dune Park Drink Fountain (\$65,000)</p> <p>(f) Harvey Field Cricket Net Renewal (\$8,000)</p> <p>(g) Harvey Field Basketball Hoop Renewal (\$6,000)</p> <p>(h) Office Refurbishment Stage 2 (\$115,000)</p> <p>(i) Urban Canopy Program - Perth to Fremantle Stage 3 (\$0)</p> <p>(j) HR Module – increased scope to ERP Project (\$43,330)</p> <p>3. APPROVES the net proposed Budget Amendments of \$36,726</p> <p>(a) Increase to operating revenue of \$43,197</p> <p>(b) Increase to operating expenditure of \$368,545</p> <p>(c) Decrease to capital revenue of \$2,596</p> <p>(d) Increase to capital expenditure of \$355,012</p> <p>(e) Decrease to transfers from Reserve \$26,268</p> <p>(f) Increase to lease liability expenses of \$12,058</p> <p>(g) Increase to transfer to Reserve of \$361,261</p> | Y | Financial System update with Budget Review outcomes. Department of Local Government advised on Budget Review completion. |
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|  |  |  |  | <div>(h) Increase to opening balance of \$1,119,269.<br/>4. Notes the estimated cash surplus at 30 June 2025 of \$101,726 subject to Council consideration of Points 2 and 3..</div> |  |  |
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| 25/03/2025 | 10.1.6 | OCM34/2025 | Cottesloe Junior Football Club - Club Night Lights Program Funding Application | <p>THAT Council</p> <ol style="list-style-type: none"><li>1. NOTES the consultation feedback received from surrounding residents and stakeholders;</li><li>2. REQUEST the applicant submit a MRS Form 1 application to the Town for referral to Western Australian Planning Commission;</li><li>3. AUTHORISES the Chief Executive Officer to sign the<ol style="list-style-type: none"><li>a. Planning Application MRS Form 1 and forward to the Western Australian Planning Commission, imposing on the following conditions:<ol style="list-style-type: none"><li>i. The applicant shall bear all costs associated with the removal of existing lighting poles and the installation of new lighting poles, including all related infrastructure works to the satisfaction of the Town;</li><li>ii. Engineering drawings submitted shall be consistent with the plans and details consulted as part of the community engagement when applying for a Building Permit;</li><li>iii. A luminaires diagram shall be provided, demonstrating that any spillage to surrounding residents complies with Australian Standard AS 4282 – Control of the Obtrusive Effects of Outdoor Lighting; and</li><li>iv. A funding agreement is agreed in principle by the Cottesloe Junior Football Club for them to make a contribution to a reserve for the future renewal of</li></ol></li></ol></li></ol> | Y | The Club have been informed of Council's support. |
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|  |  |  |  | <p>the lights and routine maintenance costs.</p> <p>b. Club Night Lights Program Application Form (if required);</p> <p>4. NOTES that unconditional support is only given when the following criteria are met:</p> <p>a. Approval from the Western Australian Planning Commission (WAPC) for the Magpies lighting upgrade works on Cottesloe Oval;</p> <p>b. Approval of a Building Permit;</p> <p>c. The Magpies providing evidence to the satisfaction of the Chief Executive Officer that they have sufficient funds to complete the lighting works at the time when the grant agreement and construction contract need to be executed; and</p> <p>d. A funding agreement is entered into between the Town and the Cottesloe Junior Football Club for them to make a contribution to a reserve for the future renewal of the lights and be responsible for all the maintenance costs; and</p> <p>5. REQUESTS that hours of use of the upgraded lights are to be as agreed between the Cottesloe Junior Football Club and the Town, to improve amenity and player equity for junior football purposes.</p> |  |  |
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| 25/03/2025 | 10.1.9 | OCM31/2025 | Community Infrastructure Strategy | <p>THAT Council:</p> <p>1. NOTES the attached Community Infrastructure Strategy Property Management Plan (Attachment A) and Beach Access Path Management Plan (Attachment B);</p> <p>2. NOTES that the Property Management Plan and Beach Access Path Management Plan outputs will be utilised to develop a draft Asset Management Plan; and</p> <p>3. NOTES that a Community Infrastructure Strategy Document will be developed and presented to an Elected Members Workshop in 2025 before the future public consultation as part of the overall Asset Management</p> | <b>N</b> | Strategy and Asset Management plan being developed |
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| 25/03/2025 | 10.1.7 | OCM30/2025 | Anderson Pavillion Cottesloe Junior Football Club ( Magpies) Licence Agreement | THAT Council<br>1. APPROVES the Cottesloe Junior Football Club (Magpies) Licence Agreement amendment to allow:<br>a. Use between 3pm to 9pm on Fridays between 1 February and 30 September;<br>b. Access to the assigned storage area specified within the Licence Agreement outside the agreed use period;<br>2. REQUIRES the Magpies to execute the Licence Agreement no later than 4 April 2025;<br>3. REQUESTS the Chief Executive Officer to liaise with the Cottesloe Junior Football Club and the Amateur Football Club to develop a longer term Agreement; | <b>N</b> | The Club have been informed of Council's support. |
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| 25/03/2025 | 10.1.5 | OCM029/2025 | Amendment No 15 to Local Planning Scheme 3: Short Term rental Accommodation - Consideration for Advertising | <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. In accordance with s. 75 of the Planning and Development Act 2005 and r. 35 of the Planning and Development (Local Planning Schemes) Regulations 2015, initiates Amendment 15 to Local Planning Scheme No. 3 as set out in Attachment 1;</li> <li>2. In accordance with r. 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, informs the Western Australian Planning Commission that the Council considers Amendment 15 to Local Planning Scheme No. 3 (Attachment 1) to be a 'standard' amendment, for the following reasons: <ol style="list-style-type: none"> <li>a. the amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;</li> <li>b. the amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;</li> <li>c. the amendment is not considered a complex or basic amendment;</li> </ol> </li> <li>3. In accordance with s. 83A of the Planning and Development Act 2005 and r. 46A of the Planning and Development (Local Planning Schemes) Regulations 2015, forwards Amendment 15 to Local Planning Scheme No. 3 (Attachment 1) to the Western Australian Planning Commission to seek approval from the Minister for Planning to advertise</li> </ol> | N | Amendment documents to be signed. |
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|  |  |  |  | <p>Amendment 15;</p> <p>4. Delegates authority to the Chief Executive Officer to make minor modifications to Amendment 15 to Local Planning Scheme No. 3 (Attachment 1) that will not alter the overall intent of Amendment 15, as directed by the Western Australian Planning Commission, prior to advertising;</p> <p>5. In accordance with s. 84 of the Planning and Development Act 2005 and r. 47 of the Planning and Development (Local Planning Schemes) Regulations 2015, and subject to any minor modifications pursuant to resolution 4, advertises Amendment 15 to Local Planning Scheme No. 3 (Attachment 1) for not less than 42 days;</p> <p>6. Further considers Amendment 15 to Local Planning Scheme No. 3, together with any submissions, following the conclusion of the statutory public advertising period.</p> <p>7. Requests that Town staff prepare and brief Councillors about a potential draft Local Planning Policy for Unhosted Short Term Rental Accommodation at the April 2025 Elected Members Workshop which may then be considered by Council for adoption at a forthcoming Ordinary Council Meeting for the purposes of advertising in conjunction with Amendment 15.</p> |  |  |
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| 25/03/2025 | 10.1.4 | OCM028/2025 | Indiana - Refurbishment Works & Sauna Facility | <p>THAT Council:</p> <p>1. PROVIDES “in Principal” support to the proposed refurbishment works, including the proposed sauna facility as both land manager and lessor; and</p> <p>2. AUTHORISE, as land manager, the CEO to sign the planning application and forward the endorsed application to the Western Australia Planning Commission (WAPC) with a recommendation of support, subject to the following conditions:</p> <p>a) The development is to be carried out in accordance with the plans received 13 January 2025;</p> <p>b) The development being in accordance with any advice and/or conditions received from the Heritage Council WA;</p> <p>c) That the sauna facility be granted temporary approval that is valid for 10 years only. The use shall cease and the development shall be removed following this period, unless a new planning application has been approved by the Town and WAPC.</p> <p>d) Colours, materials and rendering of the external refurbishment works are to match existing;</p> <p>e) Plant and equipment, including air conditioning units, shall be designed, positioned, and screened so as to not be visually obtrusive.</p> <p>3. AUTHORISE, the CEO to negotiate with the applicant to modify the lease, at the applicant’s cost,</p> | N | Planning application now referred to the WAPC for its consideration and support. |
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|  |  |  |  | to include a 'sauna use' for Council's future consideration |  |  |
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| 25/03/2025 | 10.1.3 | OCM027/2025 | Compliance Audit Return 2024  | THAT Council ADOPT the 2024 Compliance Audit Return and AUTHORISES the Mayor and Chief Executive Officer to certify the Return so that it may be returned to the Department of Local Government and Communities by the due date of 31 March 2025 | Y | Compliance Return has been issued to the Department of Local Government |
| 25/03/2025 | 10.1.1 | OCM026/2025 | Monthly Financial Statements for the Period 1 July 2024 to 28 February 2025 | THAT Council RECEIVES the Monthly Financial Statements for the period 1 July 2024 to 28 February 2025  | Y | No further action   |

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| 14/03/2025 | 12.1.1 | SCM021/2025 | Confidential<br>Employee Matter | <p>THAT Council by absolute majority:</p> <p>1. APPROVES and is satisfied with the provisions of the proposed Chief Executive Officer (CEO) employment contract, as circulated to Elected Members, which is in accordance with Band 3 of the Local Government Chief Executive Officers and Elected Members Determination No. 1 of 2024;</p> <p>2. APPROVES the making of an offer to the preferred candidate (identified in resolution OCM 16/2025) for the position of CEO at the Town of Cottesloe and Council is satisfied that the preferred candidate is suitably qualified for the position of CEO;</p> <p>3. AUTHORISES the Mayor to:</p> <p>a. PRESENT the proposed CEO employment contract to the preferred candidate and if the preferred candidate negotiates the proposed CEO employment contract on different terms under clause 12 of Schedule 2 of the Local Government (Administration) Regulations 1996, the negotiated proposed CEO employment contract will be presented to Council for approval before execution.</p> <p>b. EXECUTE, on acceptance of the proposed CEO employment contract or approval by Council of any negotiated CEO employment contract, the employment contract in accordance with Section 9.49A(1)(a) of the Local Government Act 1995.</p> <p>4. NOTES that, subject to the execution of the CEO employment contract the preferred candidate is</p> | Y | Contract of Employment has been accepted and executed. |
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|  |  |  |  | <p>appointed to the position of CEO at the Town of Cottesloe;</p> <p>5.AUTHORISES the Mayor to disclose the name and commencement date of the newCEO once the employment contract has been executed; and</p> <p>6.APPROVES the early termination of the current CEO, Mr William Matthew Scott,employment contract in accordance with the terms and conditions of hisemployment contract, subject to the commencement date of the new CEO.</p> |  |  |
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| 25/02/2025 |        | OCM017/2025 |                 | THAT Council by absolute majority AUTHORISE the Mayor, with the assistance of WALGA and the Town's Lawyers, to develop a contract of employment that does not exceed the maximum total reward package for SAT band 3, to be presented to Council for further consideration;   | Y | Refer to Resolution SCM021/2025 |
| 25/02/2025 | 13.1.2 | OCM016/2025 | CEO Recruitment | THAT Council:<br>1. NOTES the information as provided by the CEO Recruitment Consultant (Beilby Downing Teal) in the circulated selection report, dated 21 February 2025;<br>2. ACCEPT by absolute majority Candidate F as the preferred Candidate, given that they are suitable to be employed in the position of Chief Executive Officer (CEO) of the Town of Cottesloe, as recommended in the circulated selection report;<br>3. THANKS all applicants who expressed an interest in the position of CEO at the Town of Cottesloe | Y | Refer to Resolution OCM17/2025  |

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| 25/02/2025 | 13.1.1 | OCM015/2025 | WALGA Energy Sustainability and Renewable Project - Stage 2 Electricity Sales Agreement | <p>THAT Council:</p> <p>1. AUTHORISES the Chief Executive Officer to award the Supply of Renewable Energy Contract to TENDERER A mentioned in the Officer Recommendation in Brief Section and sign the contract;</p> <p>2. AUTHORISES the Chief Executive Officer or their delegate to manage the contract, including provision of possible variations (provided the variation is necessary in order for the goods or services to be supplied, does not change the general scope of the contract and is managed within the allotted budget allocation);</p> <p>3. AUTHORISE the Mayor, Elected Members and the Town's Administration to disclose the</p> <p>a. identity of the successful Tenderer;</p> <p>b. the total cost savings over the 3 years of the agreement; and</p> <p>4. INSTRUCTS the Chief Executive Officer to liaise with the Western Australia Local Government Association and other relevant parties to explore the opportunity of utilising renewable energy to power street lighting.</p> | N | WALGA Energy Contract executed (point 1-3). Discussion with WALGA regarding utilising renewable energy to power street lighting subject to outcomes of current WSA sustainability project. |
| 25/02/2025 | 10.1.6 | OCM012/2025 | Appointment of the Presiding Member - CEO Recruitment                                   | THAT Council by absolute majority appoint Mayor Young as the Presiding Member of the Chief Executive Officer Recruitment Advisory Committee.  | Y | The Mayor has been advised of this appointment.  |



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|            |        |             | Advisory Committee                                 |  |   |  |
| 25/02/2025 | 10.1.5 | OCM011/2025 | Seaview Golf Club Redevelopment Advisory Committee | THAT Council by absolute majority<br>1. NOTES the resignation of Mr Steve Joske from the Seaview Golf Club Redevelopment Advisory Committee and thanks him for his contribution;<br>2. APPROVES the amendment of the Seaview Golf Club Redevelopment Advisory Committee Terms of Reference to include a Deputy Member within the Membership Composition (As Attached); and<br>3. APPOINTS Seaview Golf Club's nominees Mr David Rogers as a Committee Member and Mr James Green as the Deputy Member of the Seaview Golf Club Redevelopment Advisory Committee | Y | New member and deputy members have been advised of their appointment |

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| 25/02/2025 | 10.1.4 | OCM010/2025 | Event Applciation<br>Electric Island<br>2026 | <p>THAT Council APPROVES the use of Cottesloe Beach for the Electric Island event, including fireworks, or similar laser/light display or drones, (at the applicants option) to be held on Friday 17 April 2026 from 4pm until 10pm, Saturday 18 April 2026 3pm to 10 pm and Sunday 19 April 2026 from 2pm until 9pm</p> <p>SUBJECT to:</p> <ol style="list-style-type: none"><li>1. Compliance with relevant statutory requirements being met including the provision of comprehensive event, risk, noise, medical, security, traffic and parking plans; and</li><li>2. Access to the beach including disabled access, to be maintained at all times. Extension of the event fencing into the water is not permitted.</li><li>3. The potential inclusion of additional conditions to apply to the event as determined by the Chief Executive Officer subject to a review of the operations of the 2025 Electric Island Event.</li></ol> | <b>N</b> | Event organiser has been advised of Council's resolution. 2025 Electric Island Event held on the weekend of 5-6 April 2025, and will subject to post event debrief prior to further consideration of additional conditions. |
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| 25/02/2025 | 10.1.3 | OCM008/2025 | Acceptance of the 2023/2024 Annual Report                   | That Council, by Absolute Majority:<br>1. ACCEPTS the ANNUAL Report for the Town of Cottesloe for the year ended 30 June 2024 and includes on (page 99) the number of Council Working Group Meetings attended by each Council Member during the financial year.<br>2. SETS the time and date of the General Meeting of Electors at 5:30pm, 18 March 2024 in the Lesser Hall, and that the purpose of the meeting be - "to discuss the contents of the 2023/24 Annual Report (incorporating the 2023/24 Annual Financial Statements and Auditor's Report) and any other general business".<br>NOTES that local public notice will be issued on 26 February 2025, to ensure the minimum 14 days notice of the General Meeting of Electors is provided | Y | Annual Meeting of Electors held on 18 March 2025. Refer to report in April OCM Agenda. |
| 25/02/2025 | 10.1.7 | OCM005/2025 | CEO Quarterly Information Bulletin                          | THAT Council notes the information provided in the Quarterly Information Bulletin   | Y | No further action required   |
| 25/02/2025 | 10.1.2 | OCM004/2025 | Monthly Financial Statements 1 July 2024 to 31 January 2025 | THAT Council RECEIVES the Monthly Financial Statements for the period 1 July 2024 to 31 January 2025  | y | No further action required   |
| 25/02/2025 | 10.1.1 | OCM003/2025 | Monthly Financial Statements 1 July                         | THAT Council RECEIVES the Monthly Financial Statements for the period 1 July 2024 to 31 December 2024   | Y | No further action required   |

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|            |        |             | 2024 to 31<br>December 2024  |   |          |  |
| 17/12/2024 | 10.1.6 | OCM224/2024 | COASTAL HAZARD<br>RISK<br>MANAGEMENT<br>AND<br>ADAPTATION<br>PLAN - PUBLIC<br>CONSULTATION | THAT Council ENDORSES:<br>1. The attached the Coastal Hazard Risk<br>Management and Adaptation Plan (CHRMAP),<br>subject to the following changes, for public<br>consultation;<br>a. Vulnerability analysis for the “do nothing”<br>scenario; and<br>b. Further clarifications around level of interventions<br>for the 40 metre triggers.<br>2. The out of session circulation of a Community and<br>Stakeholder Engagement Plan to the CHRMAP<br>Steering Committee and Elected members in January<br>2025 before the public consultation over February<br>2025 that will include:<br>a. An executive summary;<br>b. Frequently asked questions; and<br>3. The final CHRMAP and the feedback received<br>from the public consultation to be returned to<br>Council for adoption no later than April 2025. | <b>N</b> | Document being<br>updated to<br>reflect<br>resolution.<br>Refer to report<br>in April OCM<br>Agenda. |

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| 17/12/2024 | 10.1.4 | OCM223/2024 | CONSIDERATION OF THE DRAFT COTTESLOE VILLAGE PRECINCT STRUCTURE PLAN AND ASSOCIATED LOCAL PLANNING SCHEME AMENDMENT 14 FOR ADVERTISING | <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Adopts the draft Cottesloe Village Precinct Structure Plan for advertising in accordance with Schedule 2 Deemed provisions for local planning schemes of the Planning and Development (Local Planning Schemes) Regulations 2015;</li> <li>2. In accordance with the Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations 2015, initiates Amendment 14 to the Town of Cottesloe Local Planning Scheme No. 3 (Amendment 14) as set out in Attachment 9;</li> <li>3. Pursuant to clause 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, determines that Amendment 14 to the Town of Cottesloe Local Planning Scheme No. 3 is a 'standard' amendment, for the following reasons: <ol style="list-style-type: none"> <li>a. The amendment is generally consistent with the objectives of the relevant zone or reserve;</li> <li>b. The amendment is generally consistent with a local planning strategy that has been endorsed by the Western Australian Planning Commission (WAPC);</li> <li>c. The amendment does not result in any significant environmental, social, economic or governance impacts on land in the Scheme area; and</li> <li>d. The amendment is not a complex or basic amendment;</li> </ol> </li> </ol> | N | Cottesloe Village Precinct Structure Plan Submitted to DPLH/WAPC and EPA. EPA has advised that they have no requirements. Awaiting WAPC consideration |
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|  |  |  |  | <p>4. Refers Amendment 14 to the Environmental Protection Authority and the WAPC for consideration and comment;</p> <p>5. Subject to formal assessment not being required by the Environmental Protection Authority and approval to advertise being received from the WAPC, proceeds to advertise Amendment 14 for public comment with a submission period of not less than 42 days in accordance with the Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations 2015;</p> <p>6. Delegates authority to the Chief Executive Officer to make minor modifications to the draft Cottesloe Village Precinct Structure Plan and Amendment 14 that will not alter the overall intent of the Precinct Structure Plan or Amendment 14, as directed by the WAPC, prior to advertising;</p> <p>7. Further considers the draft Cottesloe Village Precinct Structure Plan and Amendment 14, together with any submissions, following the conclusion of the statutory public advertising period.</p> |  |  |
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| 26/11/2024 | 10.1.7 | OCM210/2024 | HEALTHY STREETS PROJECT | <p>THAT Council by absolute majority</p> <p>1. APPROVE Concept Option 2 (Attachment D) that incorporates the additional treatments suggested by the Main Roads Western Australia (MRWA) for:</p> <p>a. A funding submission to be made to the State Government based on the following delivery program:</p> <p>i. Completion of the detailed design in the 2024/2025 financial year</p> <p>ii. Priority 1: Construction of the Broome Street treatments;</p> <p>iii. Priority 2: Construction of the Marmion Street treatments</p> <p>b. As the design principles for the detailed design;</p> <p>2. APPROVE a budget amendment of \$100,000 to accept the MRWA funding that covers the entire cost for the detailed design; and</p> <p>3. INSTRUCTS the Chief Executive to:</p> <p>a. Consider the following factors as part of the detailed design:</p> <p>i. The principle for no cost to be incurred by Council for the entire project by:</p> <p>(1) minimising the drainage requirements for the various treatments within the concept mentioned in point 1;</p> <p>(2) modifying the road deflection to raised pavement treatments within the concept mentioned in point 1;</p> <p>ii. incorporates footpath works and street tree</p> | N | <p>Consultant engaged for the detail design</p> <p>Broome Street speed survey commenced</p> |
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|  |  |  |  | <p>planting to improve the other non-road related healthy street parameters for Broome Street and Marmion Street;</p> <p>iii. construction estimates;</p> <p>b. Conduct a speed survey for Broome Street for a 12 month period from December 2024 to December 2025;</p> <p>c. Upon the completion of the detailed design:</p> <p>i. Finalise the construction funding arrangements with Main Roads Western Australia;</p> <p>ii. Bring an item to an Elected Member Workshop to discuss the speed survey results, the influence of a posted speed reduction to the Healthy Streets scoring and the funding contributions by Council so that feedback provided can be considered:</p> <p>(1) in the 2025/2026 budget; and</p> <p>(2) Whether to submit a posted speed reduction to MRWA.</p> |  |  |
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| 26/11/2024 | 10.1.6 | OCM204/2024 | GREEN<br>INFRASTRUCTURE<br>STRATEGY PUBLIC<br>CONSULTATION | <p>THAT Council</p> <p>1. Seconded Cr Wylynko THANKS all the participants for taking the time to respond to the survey;</p> <p>2. APPROVES the following pathway (detailed in the officer's comment section) towards finalising the Green Infrastructure Strategy (GIS):</p> <p>a. Step 1: Develop additional plans required to deliver green infrastructure targets in particular the 30% canopy cover by 2040 and an increase in planted natural areas by 5,000 m2 per annum until 2030 (.5 ha p.a. on average), consulting with key stakeholders, including Cottesloe Coastcare Association and Perth NRM;</p> <p>b. Step 2: Finalise the Street Tree Masterplan following consultation with stakeholders directly impacted by the street tree species changes;</p> <p>c. Step 3: Consider the Asset Management and Workforce implications from the additional plans;</p> <p>d. Step 4: Long Term Financial implications of the additional plans;</p> <p>e. Step 5: Council decides whether to adopt the additional plans</p> <p>3. REQUEST for the appointment of external expertise to carry out the following works from the \$100,000 Green Infrastructure Operating Budget and for the Green Infrastructure Strategy to be supplemented with these outcomes:</p> <p>a. Develop a long-term plan that identifies well-</p> | <b>N</b> | <p>New street tree species identified and directly impacted residents being consulted.</p> <p>Various plans currently being developed.</p> |
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|  |  |  |  | <p>balanced measures for achieving the 30 percent canopy by 2040 and the increase in planted natural areas by 5,000 m2 per annum until 2030 which considers the outcomes from the final Street Tree Masterplan, Natural Areas Management Plan and the additional Public Open Space Landscaping Concept for planting within these areas and the Maintenance Plan to ensure best practice and cost effectiveness in the preservation and expansion of all green infrastructure;</p> <p>b. Establish a significant tree register to determine the location of such trees so that their retention can be achieved through community education and encouragement as part of the planning development application assessment process, and investigate incentives to retain significant trees on private land;</p> <p>c. Transfer of knowledge between Cottesloe Coastcare and Town staff and continued coordination and planning for the natural areas that covers:</p> <p>i. New planting areas and maintenance of existing ones;</p> <p>ii. Community and corporate planting events including volunteers;</p> <p>iii. Contractor supervision;</p> <p>iv. Expert advice on species selection and herbicides</p> <p>d. As part of identifying planting opportunities to meet targets, investigates the canopy for the</p> |  |  |
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|  |  |  |  | <p>different elements that make up the public realm (POS and verges);</p> <p>4. NOTES the need to make changes to street tree species within the Street Tree Masterplan along various streets:</p> <p>a. Changes to the Norfolk Island Pine species (with advice from external expertise) for sustainability reasons:</p> <p>i. Warton Street;</p> <p>ii. Gibney Street;</p> <p>iii. Seaview Terrace;</p> <p>iv. Deane Street;</p> <p>v. Charles Street;</p> <p>vi. Congdon Street Centre Median;</p> <p>vii. Marine Parade (Eric Street to Grant Street);</p> <p>viii. Marine Parade (Curtin Avenue to Forrest Street);</p> <p>b. Changes to other street tree affected by the Polyphagous shot-hole borer:</p> <p>i. Hawkstone Street (Broome Street to Hamersley Street) – Coral Tree;</p> <p>ii. Napier Street (East of Curtin Avenue) – Sugar Gum;</p> <p>iii. Florence Street – Coral Tree;</p> <p>iv. Alexandra Avenue – Coral Tree</p> <p>v. Jarrad Street – Melaleuca (Paperbark);</p> <p>vi. McNamara Way – Melaleuca (Paperbark); Brixton Street – London Plane;</p> <p>vii. Graham Court – Melaleuca (Paperbark);</p> |  |  |
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|  |  |  |  | <p>viii. Windsor Street – Melaleuca (Paperbark);</p> <p>ix. Burt Street – Chinese Tallow;</p> <p>x. Gordon Street – Melaleuca (Paperbark);</p> <p>xi. Mann Street – Melaleuca (Paperbark) ;</p> <p>xii. Charles Street – Chinese Tallow;</p> <p>xiii. Princess Street – Chinese Tallow;</p> <p>c. Changes requested by Hamersley Street residents from Casuarina Tree to Peppermint Tree;</p> <p>d. Changes proposed by the Administration:</p> <p>i. Grant Street East and West of Curtin Avenue to include a number of other species as infill planting between the Norfolk Island Pines;</p> <p>ii. Napoleon Street to recognise the current Claret Ash as the preferred tree as there is no assigned species for this street;</p> <p>e. INSTRUCTS the Chief Executive Officer to:</p> <p>i. Obtain advice from external expertise on the appropriateness of alternative species for the proposed changes along the streets mentioned in points 4a, b, c and d;</p> <p>ii. Engage with residents, businesses, and property owners along the streets mentioned in points 4a, b, c and d on the new street tree species with an item returning to Council no later than the April 2024 Ordinary Council Meeting to consider the final Street Tree Masterplan:</p> <p>f. Ensure that the Norfolk Island Pines (NIP's) listed on any heritage register (Local, State and National)</p> |  |  |
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|  |  |  |  | <p>and those on the selected distributor and entry statement roads which were supported in the GIS survey namely, Broome, Marmion, Eric and Grant Street, are specified as being retained in the Street Tree Masterplan.</p> <p>5. NOTES that the new street tree species within any adopted Street Tree Masterplan will only occur when the existing tree onsite has been certified to no longer thrive as defined within the street tree policy such that a healthy and thriving tree WILL NOT be replaced;</p> <p>6. THANKS Cottesloe Coastcare, Perth Natural Resource Management, and Community Members for their contribution to and participation in all planting events that have resulted in the significant improvement to Cottesloe's natural areas since 2015;</p> <p>7. INSTRUCTS the Chief Executive Officer to incorporate hyperlinks to the 2008 original version of the Natural Areas Management Plan and its 2015 addendum within the attached September 2023 Syrinx report Natural Areas Management Plan;</p> <p>8. ENDORSES all the recommendations and the proposed long term budget within the September 2023 endorsed document except the following:</p> <p>a. Recommendation 7 (stormwater drainage outlets improvements) and 11 (selection of shady tree species and design principles for shade structures) as</p> |  |  |
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|  |  |  |  | <p>this will be considered as part of future capital projects;</p> <p>b. Recommendation 1 pertaining to the employment of a full-time Bushcare Officer as this will be assessed as part of the Town's Workforce Planning process;</p> <p>c. Recommendation 3 relating to the increase of the Natural Areas Budget has already been approved by Council in 2024/2025 where the amount has risen from \$60,000 to \$90,000;</p> <p>9. REQUESTS the Administration to continue collaborating with Cottesloe Coastcare (CCA) and Perth Natural Resource Management as part of the Natural Areas Alliance for the ongoing implementation of the Council approved recommendations within the attached Natural Areas Management Plan;</p> <p>10. INSTRUCTS the Chief Executive Officer to consider all the costing information resulting from points 2 to 9 in the Asset Management, Workforce and Long Term Financial Planning as part of developing these strategic Council documents and to include this in the presentation mentioned in item 11; and</p> <p>11. NOTES that the outcomes from the works mentioned in point 3 together with their asset management and long term financial implications will be presented at an Elected Member Workshop</p> |  |  |
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|  |  |  |  | <p>in 2025 before they are tabled at an Ordinary Council Meeting for deliberation with the aim of informing the 2025-26 budget deliberations.</p> <p>12. BRINGS to Council in 2027 a review of progress towards the goals in the Green Infrastructure Strategy, which reflect on the results of the 2025 canopy heat mapping, and identify progress with particular attention to the goals of 30% canopy cover by 2040 and increase in 'good' or better quality planted natural areas by 5,000 m2 per annum until 2030, with recommendations for changed practices where the annualised achievement of these objectives have not been met.</p> |  |  |
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| 22/10/2024 | 13.1.4 | OCM187/2024 | SEA VIEW GOLF CLUB (SVGC) CLUBHOUSE REDEVELOPMENT - COMMUNITY CONSULTATION SUMMARY REPORT AND BUILDING | 1. APPROVES a budget amendment of \$75,000 from the Property Reserve, noting that this has a balance of \$308,015 to fund the following elements as part of Stage 2 Feasibility Study:<br>a. 3 Design Concepts including artist impressions \$46,000<br>b. Cost Development for 3 Design Concepts \$11,000<br>c. Economic Analysis (benefit to cost) \$ 8,000<br>d. Project Management (Staff Time) \$10,000 | <b>N</b> | Budget amendment actioned. Draft concepts have been prepared for further discussion with the Committee. Refer to report |
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|  |  | OCM186/2024 | CONDITION<br>ASSESSMENT<br>REPORT | <p>THAT Council by Absolute Majority adopts the following Seaview Golf Club Redevelopment Advisory Committee Recommendations:</p> <p>1. THANKS all participants for the feedback during the community consultation and stakeholder engagement stage of the project;</p> <p>2. NOTES the enclosed confidential attachments comprising of the revised building assessment report, the community consultation results and market sounding;</p> <p>3. NOTES the following community needs and aspiration:</p> <p>a. The most valued qualities of the SVGC Clubhouse include the ocean views, ideal location due to close proximity to the beach, and the surrounding open space and natural amenity;</p> <p>b. As a priority, the wider community and golf club members would like to see the Clubhouse renovated and modernised into a more aesthetic and 'iconic' building given its unique and prime location. Some responses also suggest full demolition of the existing building;</p> <p>c. The general perception is that the Clubhouse was only available for member use;</p> <p>d. There was strong support for the building to continue operating as a Clubhouse as the primary function, with additional spaces available for community use and hire;</p> |  | in April OCM Agenda. |
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|  |  |  |  | <p>e. Members of the wider community would like to see more family friendly activities/uses available at the Clubhouse;</p> <p>f. Improved/new food and drink facilities were highly supported. Many respondents indicated a preference for outdoor dining area, morning café and a more appealing restaurant and bar.</p> <p>4. APPROVES the following design principles for Redevelopment of this clubhouse and associated facilities (the Redevelopment):</p> <p>a. Universal design by ensuring accessibility for all individuals;</p> <p>b. Fit for purpose design by creating spaces that meet the diverse needs of both members and non-members;</p> <p>c. Design compatibility with the natural environment and Cottesloe's local character;</p> <p>d. Public safety and public access;</p> <p>e. More iconic and aesthetically pleasing design</p> <p>5. APPROVES the following three concepts to be developed in line with the design principles mentioned in point 4 as part of the Feasibility Study:</p> <p>a. Solution 1: Demolish and rebuild the existing facility;</p> <p>b. Solution 2: Retain and refurbish the existing facility;</p> <p>c. Solution 3: Retain, refurbish and expand the existing facility; and</p> |  |  |
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|  |  |  |  | 6. AUTHORISES the Chief Executive Officer to publish the Community Needs and Aspiration Survey Results. |  |  |
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| 22/10/2024 | 13.1.1 | OCM183/2024 | SEA VIEW GOLF COURSE TEE BOX RELOCATION AND FAIRWAY RE-ALIGNMENT (FAIRWAY 2/11) | <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. APPROVES in principle the Preferred Option 1 which is the Richard Chamberlain Par 3 Solution for fairway 2/11 located adjacent to Harvey Field;</li> <li>2. INSTRUCTS the Chief Executive Officer to collaborate with the Seaview Golf Course at the cost of the Seaview Golf Club towards: <ol style="list-style-type: none"> <li>a. The implementation of this preferred option outcome mentioned in point 1;</li> <li>b. Retaining only the existing most eastern tee box for fairway 2/11 with the closure of all other tee boxes in this location and installing a 5-metre high fence to the east of the retained tee box at a length of no more than 30 metres on the fairway level as approved by Council at the March 2022 OCM (preferred option 1) as a temporary short-term solution until implementation of the preferred option; and</li> <li>c. the relocation of the tee box to fairway 3/12 as hitting across Jarrad Street is a known public safety risk;</li> </ol> </li> <li>3. INSTRUCTS the Chief Executive Officer to: <ol style="list-style-type: none"> <li>a. Write to the Seaview Golf Club and their insurers (Elders Insurance) informing them of Council's preferred solution and drawing to their attention their responsibilities under the current lease which expires 1 July 2026; and</li> <li>b. Include provisions within any future lease that</li> </ol> </li> </ol> | <b>N</b> | <p>Corresponded with SVGC in January 2025.</p> <p>Meeting in late January 2025 to progress the lease and fairway preferred solution</p> |
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|  |  |  |  | <p>allows the Town the ability to effect changes to the golf course and surrounding lease area, to be implemented by either the Town or the Seaview Golf Club, at the cost of the Seaview Golf Club, pertaining to matters such as but not limited to public safety and public nuisance;</p> <p>4. NOTES the golf course design consultants' advice that the Richard Chamberlain par 3 option of approximately 150 metres in length has a lower risk of errant balls landing on Harvey Field and Cottesloe Oval than any 'achievable' Par 4 and that 'a par 3 reduces the possibility for the need to install a high fence along the boundary with Harvey Field [and Cottesloe Oval]';</p> <p>5. RECOGNISES the possibility that Council will need to revisit the high boundary fence option should a par 3 solution not be implemented by the Sea View Golf Club before the lease is due for renewal; and</p> <p>6. REQUESTS the Chief Executive Officer to report back to Council on the progress of points 2 and 3 no later than the April 2025 Elected Members Workshop.</p> |  |  |
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| 22/10/2024 | 10.1.5 | OCM175/2024 | MARINE PARADE<br>FORESHORE<br>PRECINCT<br>POSTED SPEED<br>REDUCTION TO<br>30KM/H | <p>THAT Council</p> <p>1. APPROVES the installation of speed cushions at the Eric Street and Forrest Street pedestrian crossings as mentioned in Option 1.</p> <p>2. REQUESTS the Chief Executive Officer to discuss with Main Roads Western Australia posted speed reductions to 40 km per hour along Marine Parade south of the Cove Carpark and north of the Grant Street intersection.</p>   | <b>N</b> | Signs and lines drawings have been submitted to MRWA for approval. |
| 22/10/2024 | 10.1.6 | OCM168/2024 | INTEGRATED<br>TRANSPORT<br>STRATEGY  | <p>THAT Council:</p> <p>1. THANKS the Active Transport Working Group for providing feedback;</p> <p>2. NOTES the attached Integrated Transport Strategy informing plans (Attachment A);</p> <p>3. NOTES the Administration's response to OCM066/2021 pertaining to a Notice of Motion on Ride Share arrangements; and</p> <p>4. NOTES that the feedback provided by the Active Transport Working Group and Elected Members will be used to develop an Integrated Transport Strategy Document and complete any further investigations needed to complete the update of the informing plans related to the Integrated Transport Strategy; and</p> <p>5. NOTES that the documents (Integrated Transport Strategy and Informing Plans) mentioned in point 4 will be presented to an Elected Members Workshop</p> | <b>N</b> | Document preparation in progress                                   |

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|  |  |  |  | in 2025 before the future public consultation as part of the overall Asset Management Plan |  |  |
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| 24/09/2024 | 13.1.2 | OCM158/2024 | COTTESLOE<br>JUNIOR<br>FOOTBALL CLUB -<br>CLUB NIGHT<br>LIGHTS<br>PROGRAM<br>FUNDING<br>APPLICATION | <p>THAT Council</p> <p>1. Provides in Principle SUPPORT for the Cottesloe Junior Football Club's (Magpies) Club Night Lights Program Funding Application SUBJECT to consultation feedback received from surrounding residents;</p> <p>2. INSTRUCTS the Chief Executive Officer to:</p> <p>a. Liaise with the Cottesloe Junior Football Club for them to prepare a Resident Consultation Plan to the satisfaction of the Administration and to circulate this Plan amongst Elected Members for feedback before commencing the consultation;</p> <p>b. Upon the completion of the consultation to the satisfaction of the Administration, table the results to an Ordinary Council Meeting together with the Planning Application Form 1 for Council to determine whether it wishes to provide continued support for the application by AUTHORISING the Chief Executive Officer to sign the Planning Application Form 1 to request the approval of the Department of Planning, Lands and Heritage for the works;</p> <p>3. NOTES that unconditional support is only given when the following criteria are met:</p> <p>a. Approval from the Department of Planning, Lands and Heritage for the Magpies lighting upgrade works on Cottesloe Oval;</p> <p>b. Approval of a Building Permit application;</p> | <b>N</b> | Club has been informed of Council's resolution. Officers meeting with Club representatives to discuss public consultation process/requirements. |
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|  |  |  |  | <p>c. The Magpies providing evidence to the satisfaction of the Chief Executive Officer that they have sufficient funds to complete light works at the time when the grant agreement and construction contract need to be executed; and</p> <p>d. A funding agreement is entered into with the Magpies for them to make a contribution to a reserve for the future renewal of the lights and be responsible for all the maintenance costs.</p> |  |  |
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| 27/08/2024 | 13.1.2 | OCM142/2024 | 126 RAILWAY STREET<br>REGULATION 17<br>LICENCE<br>AGREEMENT | <p>THAT Council</p> <p>1.ENDORSES the attached Regulation 17 agreement, for the installation of ground anchors under the road reserve adjacent to 126 Railway Street ; and</p> <p>2. AUTHORISE the Mayor and Chief Executive Officer to sign the attached agreement and affix the Town's Common Seal (if required), SUBJECT to the proponent paying all legal cost to prepare the attached document.</p>   | <b>N</b> | In Principle agreement received, awaiting applicant principle to sign licence. Meeting with Proponent to discuss outstanding DA conditions and Reg 17 Licence to be held in Feb'25. |
| 27/08/2024 | 10.1.5 | OCM133/2024 | EVENT<br>APPLICATION<br>ELECTRIC ISLAND<br>5 & 6 APRIL 2025 | <p>THAT Council by absolute majority APPROVES the use of Cottesloe Beach for the Electric Island event, including fireworks, to be held on Saturday 5 April 2024 3.00 pm to 10.00 pm and Sunday 6 April 2025 from 2.00pm until 9.00pm SUBJECT to:</p> <p>1. Compliance with relevant statutory requirements being met including the provision of comprehensive event, risk, noise, medical, security, traffic and parking plans; and</p> <p>2. Access to the beach including sand area from the Indiana steps to the groyne area and disabled access, to be maintained at all times. Extension of the event fencing into the water is not permitted.</p> | <b>N</b> | Awaiting applicant's confirmation of closing out conditions   |

|            |        |             |                                 |  |          |  |
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| 25/06/2024 | 13.1.3 | OCM090/2024 | INDIANA TEA HOUSE REDEVELOPMENT | <p>That Council:</p> <ol style="list-style-type: none"> <li>1. NOTES the attached consultant report findings and legal advice attached to this report;</li> <li>2. DOES NOT support the current proposal and will not progress the S3.59 Business Plan with the current Indiana Tea House redevelopment proposal, given: <ol style="list-style-type: none"> <li>a. The significant uncertainty of the financial impacts to the Town that have been identified;</li> <li>b. The lack of significant community benefit being provided; and</li> <li>c. Inconsistencies with the intent of the Adopted Foreshore Masterplan.</li> </ol> </li> <li>3. ADOPTS the attached Redevelopment Parameters which the Council believes represents a redevelopment outcome it can support for the purposes of consultation with the Cottesloe Community;</li> <li>4. INSTRUCTS the Chief Executive Officer (CEO) to inform the proponent of the Council decision and to provide the adopted redevelopment parameters for the site;</li> <li>5. INSTRUCTS the CEO to advise the proponent that the Town will commence enforcing the maintenance requirements under the lease and that it should resolve all outstanding maintenance issues to the satisfaction of the Town within six (6) months; and</li> <li>6. INSTRUCT the CEO to make the adopted</li> </ol> | <b>N</b> | <p>Proponent and Government Ministers have been advised of Council Resolution. Several meeting have been held with representatives of Fiveight. Several confidential meetings held with Fiveight. Draft redevelopment concept received, currently under administration review and seeking further clarification on various points, prior to being formally</p> |
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|  |  |  |  | Redevelopment Parameters available to the public, at the commencement of normal working hours tomorrow morning (via the Town’s website. |  | discussed with Council. |
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| 25/06/2024 | 10.1.3 | OCM084/2024 | WESTERN<br>CENTRAL LOCAL<br>EMERGENCY<br>MANAGEMENT<br>ARRANGEMENTS<br>REVIEW | 1. ADOPTS the Western Central Local Emergency Management Arrangements, dated June 2024 and provided as Attachment 1, in accordance with Part 3, Division 2 of the Emergency Management Act 2005 and<br>2. REQUESTS the Chief Executive Officer to undertake an in-house review of the Town's Operational Local Recovery Plan in the 24/25 financial year. | <b>N</b> | Letter sent to WSA LEMC, Local recovery Operational plan to be completed in FY 24/25 administratively . Recovery Plan to developed during review of the business continuity Plan, early 2025. Review underway. |
| 25/06/2024 | 10.1.2 | OCM083/2024 | TOWN OF<br>COTTESLOE<br>INNOVATE RAP  | THAT Council APPROVES development of an Innovate Reconciliation Action Plan (RAP)   | <b>N</b> | Innovate RAP to be developed with the assistance of RAWG. Next RAWG meeting to held in Feburary'25.  |



|            |         |             |   |  |          |  |
|------------|---------|-------------|---|--|----------|--|
| 28/05/2024 | 13.1.3  | OCM077/2024 | 53 JOHN ST<br>DOSCAS LANE<br>ENCROACHMENT | <p>THAT Council</p> <ol style="list-style-type: none"> <li>1. NOTES additional legal advice obtained; and</li> <li>2. INSTRUCTS the Chief Executive Officer to implement the pathway as specified under the recommended approach within the officer's comment.</li> </ol>  | <b>N</b> | Currently before SAT. Next SAT hearing to be held in March'25.   |
| 28/05/2024 | 10.1.10 | OCM064/2024 | ANDERSON<br>PAVILION THIRD<br>PARTY USE   | <p>THAT Council</p> <ol style="list-style-type: none"> <li>1. AUTHORISE the Mayor and Chief Executive Officer (CEO) to sign the attached Licence Agreement and affix the Town's Common Seal (if required);</li> <li>2. APPROVES the attached revised POL/111 (Civic Centre Hall and Anderson Pavilion Hire Policy) that incorporates the Anderson Pavilion;</li> <li>3. INSTRUCTS the CEO to: <ol style="list-style-type: none"> <li>a. Include the hire fees for the Anderson Pavilion for Council's consideration as part of the 2024/2025 budget; and</li> <li>b. Not commence public hire for the Anderson Pavilion until points 2(a) and 2(b) are completed.</li> </ol> </li> </ol> | <b>N</b> | Rooster's agreement has been executed. In discussions with Magpies on final licence agreement documentation. |

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|------------|--------|-------------|--|---|---|---|
| 26/03/2024 | 10.1.1 | OCM027/2024 | LEASE OF PART RESERVE 3235 (LOT 37) NAPIER STREET, COTTESLOE TO WAVECONN FOR THE PLACEMENT OF A TEMPORARY MOBILE PHONE TOWER | <p>THAT Council:</p> <ol style="list-style-type: none"> <li>NOTE the four(4) submissions received (as attached) in regards to the proposed disposition, by way of lease, of a 66m2 Portion of Reserve 3235 Napier Street;</li> <li>AGREE to formally dispose of by way of Lease a 66m2 portion of Reserve 3235 Napier Street as depicted in this Report and located on the enclosed Plan for the purposes of siting a Mobile Phone Communications Tower providing reasons that the site and the consideration to be received are appropriate and best serve the community interest.</li> <li>INSTRUCT the Chief Executive Officer (CEO) to develop the Lease document inclusive of the following: <ul style="list-style-type: none"> <li>Lease fee of \$30,000 per annum;</li> <li>An annual increase in rent will be in line with CPI;</li> <li>A two year option (at Council's discretion) Clause to be included;</li> <li>A "make good" clause to be included;</li> <li>The drafting of the Lease document to be at the Proponent's cost;</li> <li>The issues raised by the Cottesloe Tennis Club to be communicated to the Proponent and included in the Lease document if deemed necessary by Council's solicitors to ensure the interests of the Club are satisfied.</li> </ul> </li> </ol> | N | Lease documentation not finalised due to power upgrade investigation. |
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|  |  |  |  | 4. INSTRUCT the CEO notify all submissioners of this decision |  |  |
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| 27/02/2024 | 13.1.1 | OCM020/2024 | RIGHT OF WAY (ROW) 20 ENCROACHMENT S - LOCAL GOVERNMENT ACT (1995) SECTION 3.25 NOTICE | <p>THAT Council:</p> <p>1. ADVISES residents to note that the primary purpose of addressing various encroachments is to allow the transfer of Council owned laneways to the Crown, provide setback certainty along the laneway in all future planning applications, and unless final property boundaries are established, it would be very difficult to ascertain the accuracy of any setback requirements;</p> <p>2. NOTES the legal advice attached;</p> <p>3. Approves the following pathway to progress resolution of ROW 20 encroachments of 100mm or greater that have been issued with the second letter (being the Local Government Act (1995) section 3.25 Notice);</p> <p>STEP 1: REJECT all claims pertaining to the invalidity of the notice (Section 9.5 Objection to the October 2023 Council Decision);</p> <p>STEP 2: The Administration to assess the Scenario 3 situations to determine the likelihood that Adverse Possession rights already exist in respect of encroached land and explore ways to minimise the financial and other impacts on residents with likely Adverse Possession claims by contacting Landgate at a senior level to discuss whether, and how, the process can be streamlined and expedited and the costs to the residents minimised;</p> <p>STEP 3: Following step 2, the Administration meet</p> | N | <p>Point 1 completed, Points 2 &amp; 3 to be included in quarterly report. Report on various encroachments included in Oct'23 OCM agenda. Update on ROW 20 encroachments included in February OCM Agenda. Ongoing discussions with DPLH, Landgate and Town's solicitors. Council to be briefed in early 2025.</p> |
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|  |  |  |  | <p>the relevant owners to Encourage them to make an application for Adverse Possession, explaining clearly to the reasons why the Town seeks a resolution to the matter (including the reasons why the Town wishes to transfer title to the Crown) and the advantages to the residents of getting clean title namely, that any encroachments would need to be disclosed to any prospective purchaser and that the process to incorporate the land the subject of the encroachment is protracted and so is best started now;</p> <p>STEP 4: following step 3, bring the matter back to Council;</p> <p>4. NOTES that an item will be presented to a future Ordinary Council Meeting to decide the action taken against encroaching properties that maintain their refusal to comply with the Local Government Act (1995) Section 3.25 and the (Local Uniform Provisions) 1996 Regulations 7 and 17 at the end of the process mentioned in point 3; and</p> <p>5. DEFERS any action against all other encroachments below 100 millimetres until Council has had the opportunity for further Briefing.</p> |  |  |
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| 27/02/2024 | 10.1.14 | OCM010/2024 | DONATION -<br>PUBLIC ART<br>"SANDBAR" | THAT Council:<br>1. PROVIDE In Principle support to accept the donation of the public art piece "Sandbar" (the artwork), by Artist James Rogers, from Hancock Prospecting and Roy Hill;<br>2. INSTRUCT the Chief Executive Officer (CEO) to:<br>a. Form a working party of James Rogers (Artist), David Handley (Sculpture by the Sea), and the CEO to identify three (3) possible locations for the artwork's installation;<br>b. Provide a future report to Council to consider a formal donation acceptance and determine where it should be installed | N | Several Meetings have occurred with Sulpture by the Sea and the artist. The agreed location is the East Cottesloe Playground.<br><br>Ongoing discussions are happening to discuss the protective fencing proposed. |
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| 28/11/2023 | 13.1.2 | OCM237/2023 | Beach Access Path CT10 Upgrade | THAT Council;<br>1. REJECTS all tenders received; and<br>2. ENDORSES installation of sand bag supported steps design with a Fibre Reinforced Plastic landing at beach level as per option 2 within table 3 in the officer's comment section.<br>3. INSTRUCT the CEO to prepare an Implementation Plan within this financial year for upgrade, replacement and/or maintenance of beach access paths. | N | <p>Tenderers have been informed.</p> <p>A consultant is being sourced to develop the building drawings for the approved concept.</p> <p>Points 1 &amp; 2 completed.<br/>Point 3 included in Asset Management Strategy and will be presented to an Elected Members Workshop in the coming weeks</p> |
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| 27/06/2023 | 10.1.11 | OCM113/2023 | Right of Way Policy | <p>That Council:</p> <ol style="list-style-type: none"><li>1. ADOPTS the proposed changes to the Policy Pol/59 as attached;</li><li>2. REQUESTS the CEO to bring a Report to Council at least quarterly on progress in carrying out Council's resolution SCM 009/2023 (21 February 2023) dealing with Florence St ROW encroachments and the transfer to the Crown of all ROW's currently in the name of the Town; and</li><li>3. REQUESTS the CEO to include in his Quarterly Report to Council all complaints to the Town regarding ROW encroachments, pending the transfer to the Crown of all ROW's currently in the name of the Town</li></ol> | <b>N</b> | <p>Point 1 completed, Points 2 &amp; 3 to be included in quarterly report. Report on various encroachments included in Oct'23 OCM agenda. Update on ROW 20 encroachments included in February OCM Agenda. Ongoing discussions with DPLH, Landgate and Town's solicitors. Council to be briefed in early 2025.</p> |
|------------|---------|-------------|---------------------|--|----------|---|



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| 25/10/2022 | 13.1.1 | OCM164/2022 | BUS SHELTER<br>ADVERTISING | That Council:1. CONSIDERS the confidential legal advice;<br>2. NOTES the attached confidential proposal submitted;<br>3. NOTES that a tender will be advertised in early 2023 to allow time for an ideal set of specifications to be prepared for that process. | <b>N</b> | Council Briefed in August'24.<br>Tender documents being developed for release in early 2025. |
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| 28/06/2022 | 10.1.10 | OCM086/2022 | HARVEY FIELD<br>RECREATION<br>PRECINCT -<br>PREFERRED<br>CONCEPT FOR<br>IMPLEMENTATIO<br>N | <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. THANKS the community for taking the time to provide feedback through the recent public consultation survey;</li> <li>2. NOTES the public consultation results within the attached report;</li> <li>3. RESPONDS to the public consultation by assessing the costs of a more informal car parking arrangement as compared with the proposal outlined in the preferred concept option (formalised asphalted bays for Jarrad Street and formalised reinforced grass paving bays off Broome and Pearse streets, and bench seating).</li> <li>4. BRINGS a costed comparative proposal back to Council for further consideration of the parking improvement proposals and oval seating outlined in the concept proposal compared with appropriate operational and maintenance costs of the existing non-formalised approach, and with reinforced grass paving off Jarrad Street and off Broome Street. This costed comparison should cover capital or improvement outlays and ongoing maintenance costs for each option.</li> <li>5. ENDORSES the following elements of the preferred concept option to be completed in the following order, subject to funding being available: <ol style="list-style-type: none"> <li>a. completion of two asphalt ACROD bays near the Anderson Pavilion;</li> </ol> </li> </ol> | N | Provision to consider parking options included in 2024/25 Annual Budget. All other points completed. |
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|  |  |  |  | <p>b. Relocation of tee box;</p> <p>c. Playground upgrade as per the Public Open Space Strategy (2019) principles;</p> <p>6. Upon completion of detailed design of the 30 metre length of staggered fencing next to tee box 2, the detailed design drawings shall be brought back to Council for consideration.</p> <p>7. REQUESTS the Administration to monitor the effectiveness of the tee box relocation for a period of 12 months after completion of the works and report back to Council. If the step has not adequately improved safety in the vicinity, then Council will explore (with professional advice and in consultation with the Sea View Golf Club) possible relocation of the green to improve safety, rather than progressing the high north-south fence in Option 2 in the Public Consultation survey.</p> <p>8. REQUESTS the Administration to advise the Sea View Golf Club accordingly and to ensure that the issue is adequately addressed in discussions regarding the renewal of the Golf Club lease.</p> |  |  |
|--|--|--|--|--|--|--|

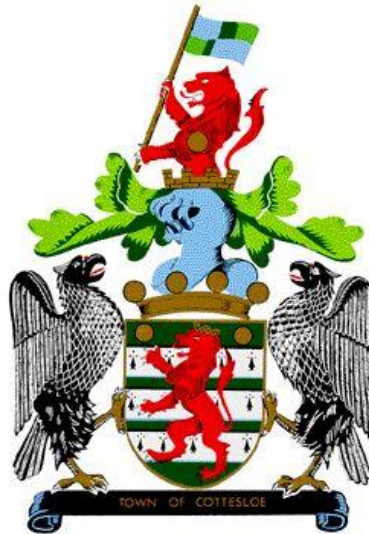
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| 23/11/2021 | 10.1.4 | OCM222/2021 | COTTESLOE<br>PYLON<br>RESTORATION<br>APPEAL | THAT Council:<br>1. REDEFINES the Cottesloe Pylon Restoration Appeal to broaden the scope to permit donations to be raised for the Cottesloe Beach Heritage Precinct.<br>2. RECEIVES a further report in due course on how an Appeal, which would include the raising of funds for the Cottesloe Beach Heritage Precinct, is proposed to operate. | N | This is currently being explored as part of sourcing funding for the Foreshore Masterplan and Council can expect to be briefed in early 2025 on the progress of this before an item returns to Council after that. |
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| 27/05/2021 | 10.1.7 | OCM079/2021 | LIGHTING STRATEGY | <p>COUNCILLOR MOTION AND COUNCIL RESOLUTION That Council:</p> <p>1. Defers addressing the Item 10.1.7 until such time that a Council briefing can fully address questions and issues arising, including the following;</p> <p>1. The rationale for the current priority assigned to this matter by the Town officers and;</p> <p>2. The extent of any planned upgrades to ensure compliance with what is effectively a non-mandatory Australian Standard and;</p> <p>3. Sufficient justification for any expenditure either in the planning phase or the implementation phase.</p> | N | To be included in Asset Management Plan to be presented to Council in 2025. |
|------------|--------|-------------|-------------------|--|---|---|

### ROW COMPLAINTS REGISTER

| Ref Number | Complaint Summary  | Date Received | Response to Customer  | Date Responded | Trim Reference | Status      |
|------------|--|---------------|---|----------------|----------------|-------------|
| 1          | Encroaching wall from neighbouring property affecting easement rights and concerns with 40 and 48 Florence Street being approved | 30/01/2023    | 40 and 48 Florence Street was approved in 2009. Other encroachments being investigated. | 31/03/2023     | D23/7702       | CLOSED      |
| 2          | Asbestos fence on laneway  | 2/02/2023     | Fence is not fibrous  | 14/07/2023     | D23/27099      | CLOSED      |
| 3          | Basketball hoop on laneway   | 31/05/2023    | Town will investigate the matter and address this with the play equipment owner         | 6/06/2023      | D23/22175      | CLOSED      |
| 4          | Encroaching brick wall   | 23/06/2023    | The wall does not require planning approval   | 23/06/2023     | D23/26719      | CLOSED      |
| 6          | 42 Hawkstone St – Encroachment ROW13 – Requiring Assistance  | 22/12/23      | Still pending   | 22/12/23       | D23/48774      | In progress |
| 7          | 298 Marmion St – Requesting property documents   | 15/1/2024     | Still pending   | 9/1/2024       | D24/2205       | In progress |
| 8          | 296 Marmion St-Emailed letter  | 13/2/2024     | Residents awaiting Council meeting to make Public Statement                             | 22/12/2023     | D24/5735       | In progress |
| 9          | 58 Eric St – FOI   | 29/1/2024     | Still pending – gathering documents   | 29/1/2024      | D24/3091       | In progress |

# **TOWN OF COTTESLOE**



## **ORDINARY COUNCIL MEETING**

# **ATTACHMENT**

**ITEM 10.2.1A:  
UNCONFIRMED MINUTES - SEA VIEW GOLF CLUB  
REDEVELOPMENT ADVISORY COMMITTEE  
MEETING - 3 APRIL 2025**

**TOWN OF COTTESLOE****SEA VIEW GOLF CLUB REDEVELOPMENT  
ADVISORY COMMITTEE MEETING  
UNCONFIRMED MINUTES**

SEA VIEW GOLF CLUB REDEVELOPMENT ADVISORY COMMITTEE MEETING

HELD IN THE

Mayor's Parlour, Cottesloe Civic Centre

109 Broome Street, Cottesloe

4:00 PM Thursday, 3 April 2025

A stylized, handwritten signature in black ink, appearing to read 'W. Scott'.

**WILLIAM MATTHEW SCOTT**  
Chief Executive Officer

7 April 2025



|   |   |
|---|---|
| SEA VIEW GOLF CLUB REDEVELOPMENT ADVISORY COMMITTEE MEETING MINUTES<br>APRIL 2025 | 3 |
|---|---|

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**SEA VIEW GOLF CLUB REDEVELOPMENT ADVISORY COMMITTEE MEETING MINUTES      3**  
**APRIL 2025**

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

The Presiding Member announced the meeting opened at 4.00PM.

**1.1      ACKNOWLEDGEMENT OF COUNTRY**

I would like to begin by acknowledging the Whadjuk Nyoongar people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

**2      DISCLAIMER**

The Presiding Member drew attention to the Town's Disclaimer.

**3      ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

The Presiding Member announced that the meeting is being recorded, solely for the purpose of confirming the correctness of the Minutes.

**4      ATTENDANCE****Members**

|                      |  |
|----------------------|--|
| Mayor Lorraine Young | Elected Member                           |
| Cr Sonja Heath       | Elected Member                           |
| Cr Katy Mason        | Elected Member                           |
| Cr Brad Wylynko      | Elected Member (Presiding Member)        |
| Mr David Rogers      | Community Representative                 |
| Mr Tim Wilhelm       | Community Representative                 |
| Mr James Green       | Community Representative (Deputy Member) |

**Officers**

|                  |  |
|------------------|--|
| Mr Matthew Scott | Chief Executive Officer                        |
| Mr Shaun Kan     | Director Engineering Services                  |
| Mr Peter Ng      | Coordinator Building and Conservation Projects |
| Ms Rachel Cranny | Executive Services Officer                     |

**Visitors**

|                |                        |
|----------------|------------------------|
| Mr Josh Madden | Golf WA Representative |
|----------------|------------------------|

**Apologies**

At the close of the agenda no apologies had been received.

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SEA VIEW GOLF CLUB REDEVELOPMENT ADVISORY COMMITTEE MEETING MINUTES      3  
APRIL 2025

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5      DECLARATION OF INTERESTS

Nil

6      CONFIRMATION OF MINUTES

001/2025

Moved Member Young                      Seconded Member Mason

That the Minutes of the Sea View Golf Club Redevelopment Advisory Committee Meeting held on Tuesday 8 October 2024 be confirmed as a true and accurate record.

Carried 6/0

For: Member Young, Member Mason, Member Wylynko, Member Heath,  
Member Rogers and Member Wilhelm

Against: Nil

7      PRESENTATIONS

Golf WA

8      REPORTS

8.1      REPORTS OF OFFICERS

Nil

8.2      ITEMS FOR DISCUSSION

Nil

9      GENERAL BUSINESS

9.1      COMMITTEE MEMBERS

9.2      OFFICERS

10      MEETING CLOSED TO PUBLIC

10.1      MATTERS FOR WHICH THE MEETING MAY BE CLOSED

002/2025

MOTION FOR BEHIND CLOSED DOORS

Moved Member Young                      Seconded Member Mason

That, in accordance with Section 5.23(2) (c), the discuss the confidential reports behind closed doors.

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Page 2

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**SEA VIEW GOLF CLUB REDEVELOPMENT ADVISORY COMMITTEE MEETING MINUTES      3**  
**APRIL 2025**

---

Carried 6/0  
For: Member Young, Member Mason, Member Wylynko  
Member Heath, Member Rogers and Member Wilhelm  
Against: Nil

*The public and members of the media were requested to leave the meeting at 4.35pm*

Mr James Green left the meeting at 4.35pm.

**10.1.1 SEA VIEW GOLF CLUB (SVGC) CLUBHOUSE REDEVELOPMENT - DESIGN SOLUTIONS**

This item is considered confidential in accordance with the *Local Government Act 1995* section 5.23(2) (c) as it contains information relating to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

**OFFICER RECOMMENDATION**

THAT the Sea View Golf Club (SVGC) Redevelopment Advisory Committee that Council by ABSOLUTE MAJORITY:

1. APPROVES a budget amendment of \$33,945:
  - a. funded through the property reserve that has an outstanding balance of \$188,697;
  - b. Increase the approved budget within account 35.1171.2 Seaview Golf Club House Redevelopment Feasibility from \$75,000 to \$108,945; and
2. REQUESTS the Chief Executive Officer to include the Rippit Driving Range in all Solutions as part of the analysis for the remaining elements of Stage 2; and
3. ENDORSES the 3 Solutions attached for the purpose of economic analysis to develop benefit to cost ratios and market sounding for each design option.

003/2025

**COUNCILLOR ALTERNATE MOTION**

Moved Member Young

Seconded Member Mason

THAT the Sea View Golf Club (SVGC) Redevelopment Advisory Committee that Council by ABSOLUTE MAJORITY:

1. APPROVES a budget amendment of \$33,945:
  - a. funded through the property reserve that has an outstanding balance of \$188,697;
  - b. Increase the approved budget within account 35.1171.2 Seaview Golf Club

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House Redevelopment Feasibility from \$75,000 to \$108,945; and

2. REQUESTS the Chief Executive Officer to include a request for suggestions for off course improvement and activities in the surrounding area of the clubhouse as part of the analysis for the remaining elements of Stage 2; and
3. ENDORSES the 3 Solutions attached for the purpose of economic analysis to develop benefit to cost ratios and market sounding for each design option.

Carried 6/0

For: Member Young, Member Mason, Member Wylynko, Member Heath,  
Member Rogers and Member Wilhelm

Against: Nil

Reason: The Committee wanted to explore all off course activities beyond just the Rippit Driving Range.

004/2025

MOTION FOR RETURN FROM BEHIND CLOSED DOORS

Moved Member Young

Seconded Member Heath

In accordance with Section 5.23 that the meeting be re-opened to members of the public and media and motions passed behind closed doors be read out if there are any public present.

Carried 6/0

For: Member Young, Member Mason, Member Wylynko, Member Heath,  
Member Rogers and Member Wilhelm

Against: Nil

*The meeting was re-opened to the public at 5.23pm, however no members of the public or media were in attendance.*

**11      NEXT MEETING**

To be determined

**12      MEETING CLOSURE**

The Presiding Member announced the meeting closed at 5.25pm.

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