

TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

MINUTES

HELD IN THE
Council Chambers, Cottesloe Civic Centre
109 Broome Street, Cottesloe
6.00 PM, Tuesday 24 April 2018

MAT HUMFREY
Chief Executive Officer

30 April 2018

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TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS.....	4
2	DISCLAIMER	4
3	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	4
4	PUBLIC QUESTION TIME	4
	4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	4
	4.2 PUBLIC QUESTIONS	4
5	PUBLIC STATEMENT TIME.....	4
6	ATTENDANCE.....	5
	6.1 APOLOGIES	5
	6.2 APPROVED LEAVE OF ABSENCE	5
	6.3 APPLICATIONS FOR LEAVE OF ABSENCE	5
7	DECLARATION OF INTERESTS	5
8	CONFIRMATION OF MINUTES.....	5
9	PRESENTATIONS	6
	9.1 PETITIONS.....	6
	9.2 PRESENTATIONS	6
	9.3 DEPUTATIONS.....	6
10	REPORTS OF OFFICERS	7
	PLANNING.....	8
	10.1.1 PLANNING APPLICATIONS DETERMINED UNDER DELEGATION	8
	ADMINISTRATION	10
	10.1.2 NOTICE OF INTENTION TO LEVY DIFFERENTIAL RATES	10
	10.1.3 REVIEW OF INVESTMENTS POLICY	15
	ENGINEERING	20
	10.1.4 INFRASTRUCTURE REDUCTION STRATEGY	20
	10.1.5 STREET TREE REMOVAL REQUEST	25

FINANCE..... 28

 10.1.6 FINANCIAL STATEMENTS FOR THE MONTH
 ENDING 31 MARCH 2018 28

 10.1.7 SUNDRY DEBTOR BAD DEBT WRITE OFF 33

EXECUTIVE SERVICES 36

 10.1.8 DELEGATED AUTHORITY REGISTER 36

 10.1.9 POOL FEASIBILITY STUDY – TENDER & BUDGET
 AMENDMENT 42

10.2 REPORT OF COMMITTEES..... 47

 10.2.1 BEACH ACCESS PATH COMMITTEE HELD 12
 MARCH 2018 47

 10.2.2 DISABILITY SERVICES ADVISORY COMMITTEE
 HELD 7 MARCH 2018 47

 10.2.3 FORESHORE PRECINCT IMPLEMENTATION HELD
 20 MARCH 2018. 48

 10.2.4 RESERVES, PARKS AND PLAYGROUNDS
 COMMITTEE HELD 13 FEBRUARY 2018 49

 10.2.5 PUBLIC EVENTS COMMITTEE – 17 APRIL 2018 51

11 NEW BUSINESS OF AN URGENT NATURE..... 52

12 MEETING CLOSED TO PUBLIC 53

12.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED 53

 12.1.1 PUBLIC EVENT COMMITTEE - 2018 VOLUNTEER
 RECOGNITION AWARDS NOMINATIONS -
 CONFIDENTIAL 54

13 MEETING CLOSURE..... 55

1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the Meeting open at 6.00pm.

2 DISCLAIMER

The Presiding Member drew attention to the Town's Disclaimer and announced the Meeting is being recorded.

3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

4 PUBLIC QUESTION TIME**4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
QUESTIONS TAKEN ON NOTICE 27 MARCH ORDINARY COUNCIL
MEETING**

Nil

4.2 PUBLIC QUESTIONS

Nil

5 PUBLIC STATEMENT TIME**Gill Vivian, 115 Eric Street Cottesloe – General Statement – Deep Concerns On The Money Being Spent By The Council**

- Raised concerns with the costings of projects, specifically
 - Napoleon Street trees
 - Foreshore Redevelopment
 - Cottesloe Pylon
- Supported the request to remove the street tree in item 10.1.5

Michael Fabiankovits, Unit 2, 355 Light Street, Dianella WA 6059 – 10.1.3 – Review of Investments Policy – Divestment Clause

- Spoke in support of a strategy to divest funds from investments related to fossil fuels.

Gabrielle Gilt, 63 Eric Street Cottesloe – 10.1.5 – Street Tree Removal Request

- Spoke in support of the request to relocate the Norfolk Pine in 10.1.5.

Tom Albakis, 28 Loma Street Cottesloe – 10.1.5 – Street Tree Removal Request

- Spoke in support of Gabrielle Gilt's request to council for the removal and relocation of the Norfolk Pine within Cottesloe.

6 ATTENDANCE

Mayor Philip Angers
Cr Sandra Boulter
Cr Melissa Harkins
Cr Sally Pyvis
Cr Mark Rodda
Cr Rob Thomas
Cr Michael Tucak
Cr Lorraine Young

Officers Present

Mr Mat Humfrey	Chief Executive Officer
Mr Nick Woodhouse	Manager Engineering Services
Ms Freya Ayliffe	Manager Compliance and Regulatory Services
Ms Ann-Marie Donkin	Governance Coordinator

6.1 APOLOGIES

Officer Apologies

Mr Ed Drewett Coordinator of Statutory Planning

6.2 APPROVED LEAVE OF ABSENCE

Cr Sadler

6.3 APPLICATIONS FOR LEAVE OF ABSENCE

NIL

7 DECLARATION OF INTERESTS

Cr Thomas declared an Impartiality Interest in Item 10.1.5 Street Tree Removal Request as a committee member of West Tree Canopy Committee.

Cr Pyvis declared an Impartiality Interest in 10.1.5 Street Tree Removal Request as a committee member of West Tree Canopy Committee.

8 CONFIRMATION OF MINUTES

Moved Cr Rodda, Seconded Cr Thomas

The Minutes of the Ordinary Council Meeting held on Tuesday 27 March and the Special Ordinary Council Meeting held on 3 April 2017 be confirmed.

AMENDMENT

The Minutes of the Ordinary Council Meeting held on Tuesday 27 March and the Special Ordinary Council Meeting held on 3 April 2017 be confirmed subject to the following amendment:

Moved Cr Tucak, Seconded Cr Young

1. Cr Tucak – Minutes 27 March 2018 Ordinary Council Meeting, Item no. 10.1.3 Car Park One – Community Consultation

The amendment proposed by Cr Young shows me voting ‘for’ the amendment when I voted ‘against’ the amendment

CARRIED 8/0

AMENDMENT

The Minutes of the Ordinary Council Meeting held on Tuesday 27 March and the Special Ordinary Council Meeting held on 3 April 2017 be confirmed subject to the following amendment:

Moved Cr Boulter, Seconded Cr Pyvis

2. Cr Boulter – Minutes 3 April 2018 Special Ordinary Council Meeting

That my questions and the answers that were given be recorded in the minutes.

LOST 3/5

For: Crs Boulter, Pyvis and Tucak
Against: Mayor Angers and Crs Rodda, Harkins, Thomas, Young

SUBSTANTIVE MOTION

CARRIED 7/1

For: Mayor Angers and Crs Harkins, Pyvis, Rodda, Thomas, Tucak and Young
Against: Cr Boulter

9 PRESENTATIONS**9.1 PETITIONS**

NIL

9.2 PRESENTATIONS

NIL

9.3 DEPUTATIONS

NIL

10 REPORTS

10.1 REPORTS OF OFFICERS

For the benefit of the members of the public present, the Mayor determined to consider Items 10.1.3, 10.1.4, 10.1.5, 10.1.8 and 10.1.9 first and then returned to the published order of the agenda.

Moved Cr Rodda Seconded Mayor Angers

Items 10.1.1, 10.1.2, 10.1.6, and 10.1.7 were to be dealt with 'en bloc' – all remaining items were withdrawn.

CARRIED 8/0

PLANNING**10.1.1 PLANNING APPLICATIONS DETERMINED UNDER DELEGATION**

File Ref: SUB/2458
Attachments: Nil
Responsible Officers: Mat Humfrey, Chief Executive Officer
Author: Ed Drewett, Coordinator of Statutory Planning
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest: Nil

SUMMARY

This report provides details of the planning applications determined by officers acting under delegation, for the month of March 2018.

BACKGROUND

Pursuant to Local Planning Scheme No.3, Council has delegated its power to determine certain planning applications to the Chief Executive Officer and the Statutory Planning Coordinator. This provides efficiency in processing applications, which occurs on a continual basis.

Following interest expressed from within Council, this report serves as a running record of those applications determined during each month.

STRATEGIC IMPLICATIONS

There are no perceived strategic implications arising from the officer's recommendation.

POLICY IMPLICATIONS

There are no perceived policy implications arising from the officer's recommendation.

STATUTORY ENVIRONMENT

Planning & Development Act 2005

Planning and Development (Local Planning Schemes) Amendment Regulations 2015

Local Planning Scheme No. 3

Metropolitan Region Scheme

FINANCIAL IMPLICATIONS

There are no perceived financial implications arising from the officer's recommendation.

STAFFING IMPLICATIONS

There are no perceived staffing implications arising from the officer's recommendation.

SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the officer's recommendation.

CONSULTATION

Nil.

STAFF COMMENT

During March 2018 the following planning applications were determined under delegation:

Address	Description	Delegation Notice Date	Date Determined
68 Grant Street	Alterations and additions	19 January 2018	6 March 2018
1 Athelstan Road	Ancillary dwelling and carport	19 January 2018	6 March 2018
8 Florence Street	Two-storey Dwelling	23 February 2018	26 March 2018

QUESTIONS PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1: Can and will the administration amend decisions table to include a column to include this and each month a note of any discretion exercised in respect of each delegated decision?

A1: This would be duplicating information already provided in the weekly delegation list to Councillors and does not appear necessary as the Agenda Forum report is to serve as a running record of those applications determined under delegation, not specify the details of the assessment process.

Q2: Can and will the administration amend the decisions table include a column to include this and each month a note of any development approval that has lapsed that month?

A2: The Town is currently unable to monitor planning approvals that are due to lapse each month.

Q3 Can and will the administration include a second table to show the building and demolition licences that have been issued each month? IF this can be done, please advise if any Council resolution is required to achieve this and can the administration provide the appropriate wording?

A3: No, building licence decisions are made under a separate delegation.

VOTING

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Rodda Seconded Mayor Angers

That Council RECEIVE this report on the planning applications determined under delegation for the month of March 2018.

CARRIED 8/0

ADMINISTRATION**10.1.2 NOTICE OF INTENTION TO LEVY DIFFERENTIAL RATES**

File Ref: POL/5
Attachments: Nil
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Garry Bird
Deputy Chief Executive Officer
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest: Nil

SUMMARY

Council is being asked to consider adopting a differential rating structure to allow for Local Public Notice to be given of its intention to raise a differential rate.

BACKGROUND

Council has historically funded the group known as ProCott, through the imposition of a differential rate on commercial properties in the Cottesloe Town Centre. ProCott, through an agreement with the Town are required to submit plans on how these funds will be used in the development and promotion of commercial activity within the Town Centre. To date, no other differential rate has been charged.

STRATEGIC IMPLICATIONS

There are no strategic implications arising from the Officer Recommendation.

POLICY IMPLICATIONS

There are no policy implications arising from the Officer Recommendation.

STATUTORY ENVIRONMENT

Local Government Act 1995

Part Six - Financial management
Division Six - Rates and service charges

6.33. Differential general rates

- (1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics -*
- (a) *the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
 - (b) *a purpose for which the land is held or used as determined by the local government; or*
 - (c) *whether or not the land is vacant land; or*
 - (d) *any other characteristic or combination of characteristics prescribed.*
- (2) *Regulations may -*

- (a) *specify the characteristics under subsection (1) which a local government is to use; or*
- (b) *limit the characteristics under subsection (1) which a local government is permitted to use.*
- (3) *In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.*
- (4) *If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1) (a) applies.*
- (5) *A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1) (a) came into operation 1 is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.*

[Section 6.33 amended by No. 38 of 2005 s. 15; No. 17 of 2009 s. 39; No. 28 of 2010 s. 34.]

Section 6.36 of the *Local Government Act 1995* provides for the requirement to advertise the intention to raise a differential rate.

Part Six - Financial management

Division Six - Rates and service charges

6.36. Local government to give notice of certain rates

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6) (c) a local government is to give local public notice of its intention to do so.*
- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) -*
 - (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and*
 - (b) *is to contain -*
 - (i) *details of each rate or minimum payment the local government intends to impose; and*
 - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed;*
 - and*
 - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*

- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government -*
 - (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*
it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.

6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than -*
 - (a) *50% of the total number of separately rated properties in the district;*
or
 - (b) *50% of the number of properties in each category referred to in subsection (6),*
on which a minimum payment is imposed.
- (4) *A minimum payment is not to be imposed on more than the prescribed percentage of —*
 - (a) *the number of separately rated properties in the district; or*
 - (b) *the number of properties in each category referred to in subsection (6),*
unless the general minimum does not exceed the prescribed amount.
- (5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*
- (6) *For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories -*
 - (a) *to land rated on gross rental value; and*
 - (b) *to land rated on unimproved value; and*
 - (c) *to each differential rating category where a differential general rate is imposed.*

[Section 6.35 amended by No. 49 of 2004 s. 61.]

The Local Government (Financial Management Regulations) at Regulation 52A state;

52A. Characteristics prescribed for differential general rates (Act s. 6.33)

- (1) *In this regulation -*
commencement day *means the day on which the Local Government (Financial Management) Amendment Regulations (No. 2) 2012 regulation 5 comes into operation 1;*

relevant district means a district that —

- (a) is declared to be a district by an order made under section 2.1(1)(a) on or after commencement day; or
 - (b) has its boundaries changed by an order made under section 2.1(1)(b) on or after commencement day.
- (2) For the purposes of section 6.33(1)(d), the following characteristics are prescribed in relation to land in a relevant district, where not more than 5 years has elapsed since the district last became a relevant district —
- (a) whether or not the land is situated in a townsite as defined in the Land Administration Act 1997 section 3(1);
 - (b) whether or not the land is situated in a particular part of the district of the local government.

[Regulation 52A inserted in Gazette 29 Jun 2012 p. 2953.]

FINANCIAL IMPLICATIONS

The adoption of the indicative differential rate for advertising is a part of adopting the 2018/2019 budget, which has significant financial implications for the Town.

The rate in the dollar recommended for advertising represents a 0.7% increase for the majority of property owners.

STAFFING IMPLICATIONS

There are no staffing implications arising from the Officer Recommendation.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications arising from the Officer Recommendation.

CONSULTATION

Elected Members Budget Workshop One was held on 10 April 2018.

STAFF COMMENT

While Council is able to adopt the differential rate with modifications, it is generally accepted practice that the differential rate imposed should not be materially different from that which was advertised.

QUESTION PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1: What are the opportunities to differentially rate properties in the Town of Cottesloe?

A1: Differential rating can be applied as per the following provisions of the *Local Government Act 1995*

“6.33. Differential general rates

- (1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —
 - (a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the *Planning and Development Act 2005*; or

- (b) a purpose for which the land is held or used as determined by the local government; or
 - (c) whether or not the land is vacant land; or
 - (d) any other characteristic or combination of characteristics prescribed.”
- The Local Government (Financial Management) Regulations 1996 further prescribe:

52A. Characteristics prescribed for differential general rates (Act s. 6.33)

- (1) In this regulation —
 - commencement day** means the day on which the Local Government (Financial Management) Amendment Regulations (No. 2) 2012 regulation 5 comes into operation 1;
 - relevant district** means a district that —
 - (a) is declared to be a district by an order made under section 2.1(1)(a) on or after commencement day; or
 - (b) has its boundaries changed by an order made under section 2.1(1)(b) on or after commencement day.
- (2) For the purposes of section 6.33(1)(d), the following characteristics are prescribed in relation to land in a relevant district, where not more than 5 years has elapsed since the district last became a relevant district —
 - (a) whether or not the land is situated in a town site as defined in the Land Administration Act 1997 section 3(1);
 - (b) whether or not the land is situated in a particular part of the district of the local government.

VOTING

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Rodda Seconded Mayor Angers

THAT Council advertise its intention to raise the following differential general rates and minimum rates for the 2018/2019 financial year:

Differential Rate Category	Rate in the \$	Min Rate
Differential General Rate (GRV)	0.06182	\$1,222
Differential Rate – Town Centre Commercial (GRV)	0.07175	\$1,222

CARRIED 8/0

10.1.3 REVIEW OF INVESTMENTS POLICY

File Ref: POL/26
Attachments: Draft Investment Policy
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Garry Bird
Deputy Chief Executive Officer
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest: Nil

SUMMARY

To consider a review of the Investments Policy as a result of legislative amendments introduced in May 2017.

BACKGROUND

Amendments to the *Local Government (Financial Management) Regulations 1996* gazetted on 12 May 2017, prohibits the investment in foreign currency.

This prohibition was not specified in the existing Investment Policy, and for the avoidance of doubt it was recommended by Moore Stephens Pty Ltd that the Policy be amended to reflect the amendment.

It should be noted that at no time in recent years has the Town invested funds in a foreign currency.

Other changes included in the Draft Investment Policy are:

- Removal of reference to an investment adviser;
- Change of policy review to be every four years, not annually;
- Monthly report to be provided to Council, not to the Finance and Budget Committee;
- Inclusion of an appendix to explain the Standard and Poors Investment ratings;
- Removal of the Global Credit Framework Ratings, as it is no longer applicable; and
- Other minor edits to reflect the Town's long standing investment practices.

The existing Investments Policy was adopted in October 2009 and was reviewed in 2016. There is an additional Investment of Surplus Funds Policy (adopted in 2012), which duplicates the Investments Policy. It is recommended that both of these Policies be repealed and replaced with the new Management of Investments Policy.

The review of the Investment Policy was presented to the Audit Committee Meeting held on 13 March 2018 where it was resolved as follows:

That the Town of Cottesloe Audit Committee recommends to Council:

1. To DELETE the Investments Policy and the Investment of Surplus Funds Policy.
2. ADOPT the attached Draft Management of Investments Policy.

In accordance with this Resolution, the matter is again presented to Council for consideration.

STRATEGIC IMPLICATIONS

Priority Area 6 Providing open and accountable local governance
Major Strategy 6.2 Continue to deliver high quality governance, administration, resource management and professional development.
An Investment Policy that is compliant with statutory provisions is in keeping with this major strategy.

POLICY IMPLICATIONS

The Investment Policy will be amended if the Officers Recommendation is accepted.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

- (1) *In this regulation —
authorised institution means —*
 - (a) *an authorised deposit taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*
 - (b) *the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;**foreign currency means a currency except the currency of Australia.*
- (2) *When investing money under section 6.14(1), a local government may not do any of the following —*
 - (a) *deposit with an institution except an authorised institution;*
 - (b) *deposit for a fixed term of more than 3 years;*
 - (c) *invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*
 - (d) *invest in bonds with a term to maturity of more than 3 years;*
 - (e) *invest in a foreign currency.*

FINANCIAL IMPLICATIONS

The Town generates approximately \$330,000 or 3.3% of rates in investment income each year, using the Investment Policy to determine these investment decisions.

STAFFING IMPLICATIONS

There are no perceived staffing implications arising from the officer's recommendation.

SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the officer's recommendation.

CONSULTATION

Town of Cottesloe Staff
Moore Stephens - Auditors

STAFF COMMENT

The Draft Investment policy has been referred to Moore Stephens Pty Ltd for comment with several minor corrections made based on their advice.

QUESTIONS PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1: Is there any urgency in adopting the TOC Investments Policy?

A1: The Auditor has raised the need to address the amendments to the *Local Government (Financial Management) Regulations 1996* to address the prohibition on foreign investments.

Q2: Have all the amendments proposed to the investment policy been endorsed by the TOC Audit Committee?

A2: The amendments to the investment policy were endorsed by the Audit Committee on 13 March 2018.

Q3: Surely all the LG Act financial regulations must be complied with and a policy position about this to “should” comply is redundant and unnecessary. Would it not be appropriate to simply acknowledge those regulations under a header applicable regulations, rather than Council adopting a policy position that “should at all times be complied with”, where in fact it must comply?

A3: This is a matter for debate by Elected Members

Q4: What is the “Prudent Person” rule, where is it to be found in LG rules and regulation, and what are its words exactly?

A4: Currently being researched.

Q5: What is the WALGA position on the inclusion of divestment of investment from fossil fuels in the TOC investment policy?

A5: WALGA’s position is that this is a matter for individual LG’s to determine. WALGA’s own Investment Policy states as follows:

“Divestment from Fossil Fuels

11. WALGA acknowledges climate change and supports more environmentally responsible investing. It will seek to invest in financial institutions which do not fund fossil fuel, directly or indirectly; subject to minimum credit risk and portfolio exposure limits prescribed elsewhere in this policy.”

Q6: How many WA local governments and which WA local governments have divested from fossil fuel investment?

A6: WALGA have advised that they are aware of 12 LG’s who have divested their investments in fossil fuels.

Q7: Can the delegated authority in respect of these investments be placed in the hands of the CEO and the DCEO, and if both not available the investment comes to Council? (I am uncomfortable with and believe it imprudent that a TOC Finance Officer having approval powers about investments).

A7: This is a matter for debate by Elected Members.

Q8: Can the full history of the TOC investment policy be put in the table at the end of the policy, as is common practice, and date of next review not included the words "expected" and be identified?

A8: Yes, this would be done as matter of course on adoption of the reviewed document.

QUESTIONS PROVIDED BY CR SADLER – EMAILED 16 APRIL 2018

Q1: If a change in screening of investment types is to occur in future to divest from fossil fuels, what timelines and process would be appropriate for the Audit Committee/Town/Council?

A1: Investments are usually made for a 3 month term. Once these investments mature the new policy can be implemented.

Q2: Given that WALGA, many councils and a large number of institutions are divesting from fossil fuels, should this be part of our future risk management strategy?

A2: If Council choose to divest from fossil fuels, then yes.

VOTING

Simple Majority

COMMITTEE AND OFFICER RECOMMENDATION

Moved Cr Rodda Seconded Cr Young

THAT Council:

- 1. Repeal of the Investments and Investment of Surplus Funds Polices; and**
- 2. Adopt of the attached Draft Management of Investments Policy.**

PROCEDURAL MOTION

Moved Cr Boulter Seconded Cr Pyvis

That the item be deferred to the next Council meeting pending a report from the CEO about the pros and cons of divesting Councils very significant investments from fossil fuels.

LOST 3/5

For: Crs Boulter, Pyvis and Tucak

Against: Mayor Angers, Crs Rodda, Young, Thomas and Harkins

AMENDMENT

Moved Cr Boulter Seconded Cr Pyvis

That the motion be amended such that it now reads

That Council:

1. Repeal the Investments Policy and the Investment of Surplus Funds Policy.
2. ADOPT the attached Draft Management of Investments Policy.
3. That the CEO report back to Council by October 2018, about the pros and cons of including divestment from fossil fuels in Council's Investment Policy.

TIED 4/4

LOST ON CASTING VOTE 4/5

For: Crs Boulter, Pyvis, Thomas and Tucak

Against: Mayor Angers, Crs Rodda, Young, and Harkins

SUBSTANTIVE MOTION

CARRIED 6/2

For: Mayor Angers and Crs Harkins, Rodda, Thomas, Tucak, and Young

Against: Cr Boulter, Cr Pyvis

ENGINEERING**10.1.4 INFRASTRUCTURE REDUCTION STRATEGY**

File Ref: SUB/2525
Attachments: Infrastructure Reduction Strategy Report and Plan
Responsible Officer: Mat Humfrey, Chief Executive Officer
Author: Denise Tyler-Hare, Project Manager
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest: Nil

SUMMARY

The Council is requested to approve a number of actions derived from the Infrastructure Reduction Strategy report.

BACKGROUND

At the November 2017 Ordinary Council Meeting, the Council resolved to:

- 8. Amend the 2017/18 Budget to include \$50,000 for the 'Infrastructure Reduction Strategy' component of the Cottesloe Foreshore Renewal Project, subject to the detailed design plans being returned to Council prior to committing any expenditure for Council approval.*
- 10. Amend the 2017/18 Budget to include \$103,243 to be allocated for 'Project Contingency', subject to the detailed design plans being returned to Council prior to committing any expenditure for Council approval.*
- 11. Amend the 2017/18 Budget to reflect the above allocations being taken from the Depot Funds Reserve.*
- 12. Endorse the seeking of grants to assist with funding the project elements listed above.*

There are a number of items in the Infrastructure Reduction Strategy noted for immediate removal or immediate repair. Comment is made upon items 1, 5 – 15.

Items 2 – 3 and 16 are within the current project footprints, and do not need to be considered separately. Item 4 is within an area currently outside the Town of Cottesloe's control, and so it cannot be actioned at this stage.

Items 17 – 38 should be undertaken once works in these areas are designed.

The Foreshore Precinct Implementation Committee has resolved the following at the March 2018 meeting:

That Committee recommend to Council endorsement of the Current Infrastructure Reduction Strategy as detailed in the minutes of the 20 March 2018:

- 1. Remove the shark tower base (item 1 in the IRS) in accordance with option a;*
- 2. Retain the bike rack (item 5 in the IRS) until works in this area are designed;*
- 3. Remove, repair and reinstall the drinking fountain (item 6 in the IRS) in the same location;*

4. *Install a robust bin enclosure on the Groyne to replace the existing wheelie bin (item 7 in the IRS);*
5. *Undertake a structural assessment of the balustrade to the terraces (item 8 in the IRS), and undertake any recommendations arising from this assessment;*
6. *Repair, sand and re-paint existing green bench seats (item 9 in the IRS) and timber tables (item 10 in the IRS);*
7. *Undertake a structural assessment of the limestone retaining wall (item 12 in the IRS), and undertake any recommendations arising from this assessment;*
8. *Undertake sand, stone pitching rectification and revegetation works at the soakwell (item 13 in the IRS);*
9. *Replace the shade material to the grass bank shelters (item 14 in the IRS); and,*
10. *Undertake a structural assessment of the concrete ramp (item 15 in the IRS), and undertake any recommendations arising from this assessment.*

UNANIMOUS

STRATEGIC IMPLICATIONS

The implementation of the Foreshore Master Plan is identified as a community priority in the Strategic Community Plan.

Strategic Community Plan 2013 to 2023

Priority Area Three: Enhancing beach access and the foreshore.

Corporate Business Plan (2014 – 2018)

Priority Area Three: Enhancing beach access and the foreshore.

3.1 Implement the 'Foreshore Redevelopment Plan' in consultation with the community

POLICY IMPLICATIONS

Beach Policy

The Foreshore Renewal Masterplan complies with the policy as adopted by Council.

STATUTORY ENVIRONMENT

All works in the Cottesloe Foreshore Precinct will require a planning approval from the West Australian Planning Commission (WAPC) as the land sits under the Metropolitan Region Scheme. As the changes are minimal and do not significantly alter the purpose for which the land is to be used, there are no significant challenges that are expected when approvals are sought.

Much of the land contained within the Cottesloe Foreshore Precinct is also listed on the State Heritage Register. Officers will work with the State Heritage Office during the detailed design phase of every element to ensure heritage considerations are met.

Local Government Act 1995

Local Government Regulations 1996

FINANCIAL IMPLICATIONS

There is \$50,000 allowed for these works within the 2017/2018 budget.

STAFFING IMPLICATIONS

Administration resources are limited and consideration to the preparation of agenda and minutes ahead of time must be allowed.

SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the Officers Recommendation.

CONSULTATION

Foreshore Precinct Implementation Committee
Elected Members
Town of Cottesloe Staff

STAFF COMMENT

Items in the Infrastructure Reduction Strategy (IRS) marked for removal or immediate repair, that aren't already incorporated in the current foreshore project, are proposed to be undertaken as follows, in accordance with the style guide. Items are as follows:

1. Shark tower base – there are two options proposed in the IRS as follows:
 - a. The preference is to immediately remove it all completely and blend over it with natural looking rock; or,
 - b. An option is to remove most of it, retain a remnant small footprint and install explanatory educational signage and a photo image on the nearby groyne footpath.

As this is within the Mudurup rocks area, it is recommended to remove it completely; in accordance with option a. Consultation with Aboriginal Heritage will be required.
2. Bike rack at the southern point of car park one is to be removed immediately in the IRS. It is recommended that the bike rack is retained in the short term, until works in this area are designed, and it can be either replaced or relocated to a different location.
3. Drinking fountain opposite Napier Street car park two is proposed to be removed, repaired and reinstalled in a more suitable location. It is recommended that it is removed and repaired, but installed back in the same location for now, until works in this area are designed, and/or, the beach access path adjacent is upgraded.
4. Plastic wheelie bin located on the Groyne is to be housed in a robust bin enclosure. It is recommended that this is undertaken in accordance with the style guide.
5. Balustrade to the terraces adjacent car park one is noted as to be reviewed by a structural engineer to assess if there are any safety issues, and ultimately, this is to be replaced potentially with a more attractive balustrade that ties in with the Cottesloe character. It is recommended to have a structural assessment undertaken and proceed with any recommendations arising from this.
6. Green bench seats are to be immediately sanded and re-painted. Ultimately to be replaced by a new Cottesloe character based furniture suite. It is recommended that the repair works are undertaken now.
7. The timber tables are to have any broken planks replaced and to be immediately sanded and re-painted. Ultimately to be replaced by a new Cottesloe character

based furniture suite. It is recommended that the repair works are undertaken now.

8. Beach access near Napier Street. It is proposed to assess the usage levels of the relevant paths. If the path is well used and suitable for retention then stabilisation and additional sand may be required. If the relevant paths are underused, they may be considered for closing and revegetation.
9. Limestone retaining wall near the Chess Amphitheatre is to be reviewed by a structural engineer to assess if there are any safety issues. It is recommended to have a structural assessment undertaken and proceed with any recommendations arising from this.
10. Soakwell at the end of the beach access path (between Napier Street and Overton Gardens), is to have additional sand to be installed and stone pitching to be rectified, as well as revegetation with dune and sedge planting to stabilise the immediate area. It is noted that this will be considered in a coastal drainage study proposed in the 2018/2019 budget, so any works may be temporary. It is recommended that repair works are undertaken now to prevent further erosion.
11. Grass bank shelters (opposite Sea View Golf Course) on the foreshore banks are to have a more durable shade material to be added for the short term. Ultimately, the shelters are to be removed or relocated. It is recommended that the shade material be replaced now, and the full removal/replacement/relocation occur after works in this area are designed.
12. Concrete ramp near Cottesloe Surf Life Saving Club is to be reviewed by a structural engineer to assess if there are any safety issues. The edge of the ramp is to be landscaped and disguised. It is recommended to have a structural assessment undertaken and proceed with any recommendations arising from this, but to defer any landscaping works until works in this area are designed.

QUESTIONS PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1: Which of the proposed works are temporary pending settlement of the Masterplan?

A1: In the Officer recommendation - Item 3 – the drinking fountain, items 5, 7 and 10 – the balustrade to the terraces adjacent car park 1, the limestone retaining wall near the Chess Amphitheatre and the concrete ramp near Cottesloe SLSC – the structural assessment is not temporary, but any works arising out of it may be, item 6 – green bench seats and timber tables, item 8 – the soakwell is temporary pending coastal drainage study, item 14 – grass bank shelters.

Q2: Does the adoption of items 5 and 7 and 10 authorise the administration to undertake the structural assessment and engineering works based on the structural assessment without further reference to Council or completion of the design of such infrastructure or the master plan? If yes, what budget is allocated for each of these items, separately?

A2: Yes. There is no budget allocated to these items separately.

VOTING

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Young Seconded Cr Rodda

That Council approve the Current Infrastructure Reduction Strategy as detailed in the minutes of the 20th March 2018:

- 1. Remove the shark tower base (item 1 in the IRS) in accordance with option a;**
- 2. Retain the bike rack (item 5 in the IRS) until works in this area are designed;**
- 3. Remove, repair and reinstall the drinking fountain (item 6 in the IRS) in the same location;**
- 4. Install a robust bin enclosure on the Groyne to replace the existing wheelie bin (item 7 in the IRS);**
- 5. Undertake a structural assessment of the balustrade to the terraces (item 8 in the IRS), and undertake any recommendations arising from this assessment;**
- 6. Repair, sand and re-paint existing green bench seats (item 9 in the IRS) and timber tables (item 10 in the IRS);**
- 7. Undertake a structural assessment of the limestone retaining wall (item 12 in the IRS), and undertake any recommendations arising from this assessment;**
- 8. Undertake sand, stone pitching rectification and revegetation works at the soakwell (item 13 in the IRS);**
- 9. Replace the shade material to the grass bank shelters (item 14 in the IRS); and,**
- 10. Undertake a structural assessment of the concrete ramp (item 15 in the IRS), and undertake any recommendations arising from this assessment.**

CARRIED 8/0

10.1.5 STREET TREE REMOVAL REQUEST

File Ref: SUB/446
Attachments: Nil
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Nick Woodhouse
Manager Engineering Services
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest: Nil

SUMMARY

Council is requested to consider the removal of a street tree at 63 Eric Street, Cottesloe.

BACKGROUND

The Town has received a request from the owner of 63 Eric Street for the removal of the Norfolk Island Pine adjacent to their home. Correspondence from the resident was provided at the March 2018 Briefing Forum.

The Town initially received a complaint from the property owner that the tree roots were causing damage to a boundary wall. The Town sought advice from a certified arborist which revealed that the roots required cutting back and a concrete root barrier installed. The Town has completed these works.

The landowner has since requested that the Town remove one of the Norfolk Island Pines to allow the other Norfolk Island Pines to grow and allow sun light into their home. The cost of the tree removal will be met by a landscaping company as the tree can be relocated (outside Cottesloe).

Please refer to the image below which shows the location of the tree.



Figure 1:
Norfolk
Island
Pine (63
Street)

STRATEGIC IMPLICATIONS

Strategic Community Plan 2013-2023

Priority Area One: Protecting and enhancing the wellbeing of residents and visitors.

A major strategy identified in the *Strategic Community Plan 2013 to 2023* is the development of policies to protect trees and increase the tree canopy.

POLICY IMPLICATIONS

The Street Tree Policy states that:

'Tree removals must be seen as a last resort, used for dead and/or dangerous trees. The Manager Engineering Services must give approval for any tree removal.'

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

FINANCIAL IMPLICATIONS

There are no perceived financial implications arising from the Officer Recommendation as the tree is being removed at the cost of a landscaping company.

STAFFING IMPLICATIONS

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

SUSTAINABILITY IMPLICATIONS

The urban forest is recognised as a vital component of the urban landscape which provides a range of important benefits for residents and visitors to the Town. Trees are potentially the largest and most significant element in the urban landscape. As such, they provide the greatest opportunity for the development of identity and neighbourhood character. Given the importance of trees and other vegetation in people's daily experience, the role of trees in improving this can be broadly categorised into cultural, environmental, psychological and economic benefits.

CONSULTATION

Town of Cottesloe Staff

Owner of 63 Eric Street

STAFF COMMENT

An assessment has found that the tree is neither dead and/or dangerous, therefore, according to the Street Tree Policy, the tree should not be removed.

QUESTIONS PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1 What does the TOC arborist say about how the maturity and development of the two northerly trees will be impeded by the southerly tree (nearest the neighbour)?

A1: The two northerly trees do not appear to be impeded by the southerly tree. All the trees appear to be in good health.

Q2: What does the neighbour's arborist say about this?

A2: The report does not address the northerly trees.

VOTING

Simple Majority

OFFICER RECOMMENDATION

THAT Council not support the request to remove the Norfolk Island Pine adjacent to 63 Eric Street, Cottesloe.

COUNCILLOR MOTION

Moved Cr Pyvis Seconded Cr Boulter

That Council authorise the owner/s of 63 Eric St to liaise with The Arbor centre to arrange for the removal (for transplanting) of the Norfolk Island Pine on the verge, as identified on page 24 (OCM Agenda) of the officer report.

PROCEDURAL MOTION

Moved Cr Rodda Seconded Cr Thomas

Defer this item pending a review by the Administration of the Town's existing Street Tree Policy and, in particular, the provisions of clause (4) paragraph 5, which states that: Tree removals must be seen as a last resort, used for dead and/or dangerous trees.

CARRIED 6/2

**For: Mayor Angers, Crs Rodda, Harkins, Thomas, Tucak, and Young
Against: Crs Pyvis and Boulter**

FINANCE**10.1.6 FINANCIAL STATEMENTS FOR THE MONTH ENDING 31 MARCH 2018**

File Ref: SUB/2459
Attachments: Monthly Financial Statements
Responsible Officer: Garry Bird
Deputy Chief Executive Officer
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest: Nil

SUMMARY

It is a requirement of the *Local Government Act 1995* that monthly and quarterly financial statements are presented to Council, in order to allow for proper control of the Town's finances and ensure that income and expenditure are compared to budget forecasts.

The attached financial statements and supporting information are presented for the consideration of Elected Members. Council staff welcomes enquiries in regard to the information contained within these reports.

BACKGROUND

In order to prepare the attached financial statements, the following reconciliations and financial procedures have been completed and verified;

- Reconciliation of all bank accounts.
- Reconciliation of rates and source valuations.
- Reconciliation of assets and liabilities.
- Reconciliation of payroll and taxation.
- Reconciliation of accounts payable and accounts receivable ledgers.
- Allocations of costs from administration, public works overheads and plant operations.
- Reconciliation of loans and investments.

STRATEGIC IMPLICATIONS

There are no strategic implications arising from the Officer's Recommendation.

POLICY IMPLICATIONS

Investments Policy.
Investment of Surplus Funds Policy.

STATUTORY ENVIRONMENT

Local Government Act 1995
Local Government (Financial Management) Regulations 1996

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

STAFFING IMPLICATIONS

There are no staffing implications arising from the Officers Recommendation.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications arising from the Officers Recommendation.

CONSULTATION

There has been consultation with senior staff in the preparation of this report.

STAFF COMMENT

The following comments and/or statements provide a brief summary of major financial/budget indicators and are included to assist in the interpretation and understanding of the attached Financial Statements.

- The net current funding position as at 31 March 2018 was \$3,962,437 and is in line with previous financial years as shown on pages 2 and 22 of the attached Financial Statements.
- Rates and emergency services levies receivables at 31 March 2018 stood at \$646,609 as shown on pages 2 and 26 of the attached Financial Statements.
- Operating revenue is more than year to date budget by \$306,975 with a more detailed explanation of material variances provided on pages 21 and 22 of the attached Financial Statements. Operating expenditure is \$467,950 more than year to date budget with a more detailed analysis of material variances provided on pages 21 and 22.
- The Capital Works Program is approximately 30% complete as at 31 March 2018 and a full capital works program listing is shown on pages 34 to 38.
- Whilst Salaries and Wages are not reported specifically, they do represent the majority proportion of Employee Costs which are listed on the Statement of Financial Activity (By Nature and Type) on page 7 of the attached Statements. As at 31 March 2018 Employee Costs were \$27,797 less than the budgeted year to date amount.
- The balance of cash backed reserves was \$11,206,321 as at 31 March 2018 as shown in Note 7 on page 28 of the monthly financial statements.

List of Accounts for March 2018

The List of Accounts paid during March 2018 is shown on pages 38 to 44 of the attached Financial Statements. The following significant payments are brought to Council's attention;-

- \$223,274.72 to the Western Australian Treasury Corporation for a loan repayment.
- \$34,371.63 to Surf Life Saving WA for lifeguard services.
- \$125,847.19 & \$68,287.50 to Solo Resource Recovery for waste collection and disposal services.
- \$123,566.30 to Procott Incorporated being monies raised on their behalf.
- \$34,107.04 to the Western Metropolitan Regional Council for waste disposal costs.
- \$46,348.51 to Melville Subaru for a new vehicle.
- \$31,844.20 to Buick Holdings Pty Ltd for a new vehicle.

- \$120,000.00, \$147,000.00, \$100,000.00, \$80,000.00 and \$35,000.00 to the National Australia Bank for transfers to the investment account.
- \$97,189.11 and \$101,675.97 for Town of Cottesloe staff payroll.

Investments and Loans

Cash and investments are shown in Note 4 on page 24 of the attached Financial Statements. Council has approximately 47% of funds invested with National Australia Bank, 26% with Bankwest, 16% with Commonwealth Bank of Australia and 11% with Westpac Banking Corporation. Council had a balance of \$11,206,321 in reserve funds as at 31 March 2018.

Information on borrowings is shown in Note 10 on page 31 of the attached Financial Statements and shows Council had total principal outstanding of \$4,343,723 as at 31 March 2018.

Rates, Sundry Debtors and Other Receivables

Rates revenue information is shown in Note 9 on page 30 of the attached Financial Statements. Rates outstanding are shown on Note 6 on page 26 and show a balance of \$646,609 as compared to \$612,674 this time last year.

Sundry debtors are shown on Note 6, pages 26 and 27 of the attached Financial Statements. The sundry debtors show that 35% or \$27,963 is older than 90 days. Infringement debtors are shown on note 6(a) and stood at \$592,704 as at 31 March 2018.

Budget Amendments

The budget amendments are listed on pages 12, 13 and 25 of the Financial Statements.

QUESTIONS PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1 What is the total expenditure on the legal services to date this financial year?

A1: \$173,774 as at 10 April 2018.

Q2: Which TOC position has the Subaru been purchased for?

A2: Chief Executive Officer

Q3: What is the new vehicle from Buick Holdings for and what was it purchased for?

A3: A Honda CRV Wagon for the Manager of Finance.

Q4: When and how will the contract for life guard services be reviewed? And by whom? Does the TOC have delegated authority to negotiate the terms of this contract?

A4: The three year contract has a further season to run and expires on 30 April 2019. The value of the contract means that it has to be agreed by Council as it exceeds the Chief Executive Officers delegation.

Q5: Who attended the Australia Wide Taxation FBT seminar for \$900, and was a report made to Council about this?

A5: The Finance Manager and Assistant Finance Manager. No report is required for attendance at a training session.

Q6: Which event was the portable toilet expense of \$990?

A6: The Australia Day event.

Q7: What legal services were received from Jackson MacDonald for \$4308.50? Was an itemised account sought? Can this be circulated?

A7: This was for advice in regards to the Indiana lease. An itemised account was supplied and can be sent to Elected Members if requested.

Q8: What was the Council donation to ICEA for \$3850?

A8: The annual ICEA Classic event which was funded through the annual donations program.

Q9: Is it usual for the LG to carry the cost of a pre-employment medical?

A9: Yes.

Q10: What was the Market force advertising of \$5208.48?

A10: Employment, Infrastructure Revaluation tender and Notice for Beach Access Paths upgrades advertisements.

Q11: What were the various Technology One Mapping solutions expenditures for?

A11: Integration with the new Landgate information supplied to Council for use in our mapping program.

Q12: Which sculpture needed \$880 fabrication and repair?

A12: Repairs to the "Golden Section" sculpture

Q13: There seems to be a variety of contractors for tree services each month. Could the TOC ask for a quote or tender annually for such services and could this have the potential to save the TOC some money?

A13: This has not been investigated.

Q14: There seem to be a variety of printing services each month. Could the TOC ask for a quote or tender annually for such services and could this have the potential to save the TOC some money?

A14: External printing costs are minimal and the cost of advertising a tender outweigh the likely cost savings.

Q15: What is the fee of \$2,995.53 for daily mail collection and delivery for?

A15: This is for postage costs for the month of February 2018.

Q16: What is the carpark rent of \$6,500 for?

A16: The carpark at Cottesloe train station which is leased from the Public Transport Authority. This invoice is for the period 1 April to 30 June 2018.

VOTING

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Rodda Seconded Mayor Angers

THAT Council receive the Financial Statements for the period ending 31 March 2018 as submitted to the 24 April 2018 meeting of Council.

CARRIED 8/0

10.1.7 SUNDRY DEBTOR BAD DEBT WRITE OFF

File Ref: SUB/409
Attachments: Nil
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Garry Bird
Deputy Chief Executive Officer
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest: Nil

SUMMARY

A recommendation is made to write off \$43,399.48 of outstanding rates applicable to Right of Ways 34, 70, 72A and 69 formerly owned by Odette Holdings Pty Ltd.

BACKGROUND

At the February 2016 Meeting of Council the issue of ownership of Right of Ways 34, 70, 72A and 69 was considered by Council and subsequently resolved as follows:

THAT Council, in accordance with Section 6.74 of the Local Government Act 1995, commence proceedings to have the following rateable portions of land revested in the Crown by serving notice to all parties noted on the Certificate of Title and consider any objections that may be received.

- *Lot 56 on Deposited Plan 27325 Certificate of Title Volume 2217 Folio 812*
- *Lot 66 & 67 on Plan 3639 Certificate of Title Volume 2094 Folio 697*
- *Lot 70 on Plan 3392 Certificate of Title Volume 1915 Folio 965*

Carried 9/0

This Resolution omitted the required Resolution of Council to write off the rates debt that had been accrued on the three rateable assessments and as such is presented to Council for consideration.

The associated land transfers have now been completed with the four rights of ways now owned by the Crown and vested in Council as road reserves.

STRATEGIC IMPLICATIONS

There are no strategic implications arising from the Officer Recommendation.

POLICY IMPLICATIONS**Delegation Register**

The Council has given delegated authority to the Chief Executive Officer to write off amounts up to \$100. These debts that are recommended to be written off exceed this limit.

STATUTORY ENVIRONMENT

Local Government Act 1995

Part Six - Financial management

Division Four - General financial provisions

6.12 Power to defer, grant discounts, waive or write off debts

- (1) *Subject to subsection (2) and any other written law, a local government may —*
- (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) *waive or grant concessions in relation to any amount of money; or*
 - (c) *write off any amount of money, which is owed to the local government.*
- * Absolute majority required.*
- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*

FINANCIAL IMPLICATIONS

The total value of the debts to be written off is \$43,399.48 as at 12 April 2018.

STAFFING IMPLICATIONS

There are no staffing implications arising from the Officer Recommendation.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications arising from the Officer Recommendation.

CONSULTATION

Nil

STAFF COMMENT

Nil

QUESTIONS PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1: Were the Rights of Way surveyed before or after acquisition in line with the requirements of the Local Government Act s3.52(4)?

A1: This section of the act states that the plans are to be maintained. No survey was undertaken as part of the transferral process applicable to these properties.

Q2: Are all the TOC ROW and Laneways plans in a public register able to be inspected in line with the requirements of the Local Government Act s3.52(4)?

A2: They are available in a register which is currently being reviewed by staff to reflect recent changes.

VOTING

Absolute Majority

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Rodda Seconded Mayor Angers

THAT Council, in accordance with 6.12 of the *Local Government Act 1995*, write off the amount of \$43,399.48 for rates owing on the following land parcels:

- **Lot 56 on Deposited Plan 27325 Certificate of Title Volume 2217 Folio 812**
- **Lot 66 & 67 on Plan 3639 Certificate of Title Volume 2094 Folio 697**
- **Lot 70 on Plan 3392 Certificate of Title Volume 1915 Folio 965**

CARRIED 8/0

EXECUTIVE SERVICES**10.1.8 DELEGATED AUTHORITY REGISTER**

File Ref: SUB/2040
Attachments: Delegated Authority Register 2017/18
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Mat Humfrey
Chief Executive Officer
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest Nil

SUMMARY

In order to expedite decision making within the Town of Cottesloe, a recommendation is made to delegate a number of powers and duties to the Chief Executive Officer as provided for in the *Local Government Act 1995* and other related Acts, Regulations and Local Laws.

This item is being represented to Council following its deferral at the October 2017 Ordinary Council Meeting

BACKGROUND

Delegations allow the Chief Executive Officer to make decisions under the authority of Council without having to constantly refer business of a routine nature to Council. Section 5.46 of the *Local Government Act* requires that at least once every financial year, delegations are to be reviewed. Council last reviewed its delegations in July 2016.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2013-2023

Strategy 6.2 Continue to deliver high quality governance, administration, resource management and professional development.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Sections 5.42, 5.43, 5.44 and 5.46 of the *Local Government Act 1995* regulate the ability of a local government to delegate the exercise of its powers or discharge its duties under the Act.

5.42. Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
 - (a) *this Act other than those referred to in section 5.43; or*
 - (b) *the Planning and Development Act 2005 section 214(2), (3) or (5).*

* Absolute majority required.

- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

[Section 5.42 amended by No. 1 of 1998 s. 13; No. 28 of 2010 s. 70.]

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;*
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) appointing an auditor;*
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;*
- (f) borrowing money on behalf of the local government;*
- (g) hearing or determining an objection of a kind referred to in section 9.5;*
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;*
- (h) any power or duty that requires the approval of the Minister or the Governor;*
- (i) such other powers or duties as may be prescribed.*

[Section 5.43 amended by No. 49 of 2004 s. 16(3) and 47; No. 17 of 2009 s. 23.]

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.*
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —*
 - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and*
 - (b) the exercise of that power or the discharge of that duty by the CEO's delegate,*

are subject to any conditions imposed by the local government on its delegation to the CEO.

- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.*

(5) *In subsections (3) and (4) —*

conditions *includes qualifications, limitations or exceptions.*

[Section 5.44 amended by No. 1 of 1998 s. 14(1).]

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) *The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*
- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

FINANCIAL IMPLICATIONS

Nil

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

A workshop was held with Elected Members on 14 November 2017 – as requested in the deferral motion.

STAFF COMMENT

Officers undertook a comprehensive review of the Delegated Authority Register in 2016, focussing on assessing the suitability and relevance of each delegation and incorporating the following measures:

- A revised layout for each instrument of delegation
- Improvements to the wording and referencing of each delegation

Delegations are recommended on the basis of operational efficiency as it is considered more practical for these activities to be delegated, with the responsibility for administration held by the Chief Executive Officer or respective specialist officers who are both “registered” and qualified to administer such delegations.

Where appropriate some delegations are “delegated” by the Chief Executive Officer to other specialist officers such as Manager Compliance & Regulatory Services, Manager Engineering Services, and Manager Corporate and Community Services (DCEO). However the Chief Executive Officer remains responsible for any decision made under a delegation to him.

This item is being represented to Council following its deferral at the October 2017 Ordinary Council Meeting. At that meeting Council resolved;

That Council defer any decision on the Delegated Authority Register pending a Councillor Workshop on delegations.

On 14 November 2017, staff made a presentation at a workshop on delegations (as resolved) and provided an opportunity for the delegations (as attached) to be reviewed. No substantive changes were made as a result of the workshop process.

Following the workshop, several amendments have been made to the Delegations Register which reflect changes in the staff structure at the Town. As an example, the delegations that were formerly on-delegated to the Manager of Development Services are now on-delegated to the Coordinator of Statutory Planning or the Manager of Regulation and Compliance as appropriate.

At the workshop, there was some discussion around the appropriateness of the format of the delegation register. The register complies with the statutory requirements and aims to convey clearly and concisely the power that is being delegated and to whom the power is being delegated to.

The workshop also saw discussions on placing limitations on the decisions that are open to those who have powers delegated to them. If Council wishes to restrict the ability of officers to make decisions under delegation, this would ideally be done in one of two ways;

1. Council forms a policy on the specific subject matter in the normal way; or
2. The delegation removes the decision making power in certain circumstances.

It is preferable that if Council does not want decisions being made on its behalf in certain circumstances this is clearly spelled out by way of a policy or a limit on the delegation itself. For example, in the delegation for the determination of Development Applications, the exercise of the power is subject to call in. In this example, Council is advised of an imminent decision and provided with the opportunity for that particular decision to be called in. This works for planning applications as they are not a large number of planning applications and Councillors are likely to be aware of and looking for decisions that could be contentious. However a similar approach would not be prudent for the delegation that governs the incurring of expenses. As the number of decisions surrounding expenditure are numerous this is best controlled by way of a policy. A caution should be provided at this point though that naming specific policies in the register itself can create issues if the name of the policy is amended, a new policy is created or there are several policies that need to be considered concurrently.

The Department of Local Government provides guidance to Elected Members on how delegations are made and how they can be reviewed or amended in Local Government Guideline 17. The guideline is not attached to this report but is available from the Department's website or can be provided upon request.

QUESTION PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1: The Council resolution October 2017 required an EM workshop on the delegations. The CEO has delivered a training session on the delegation register to EMs but no workshop of the specific delegations has been held. This training session used up all the time EMs had set aside for the workshop. Why has the delegated authority register been brought back to Council without the workshop for EMs to examine each delegation, as resolved and requested?

A1: The Council resolution required a workshop on delegations, which was provided.

VOTING

Absolute Majority

OFFICER RECOMMENDATION

Moved Cr Young Seconded Cr Rodda

That Council, by absolute majority, approve the delegations made to the Chief Executive Officer, as detailed in the attached Delegated Authority Register 2017/18.

AMENDMENT

Moved Cr Tucak Seconded Cr Thomas

- 1. An interactive Elected Members workshop be held before the July 2018 council Meeting in which content and nature of any delegations for the 2018/2019 will be discussed**
- 2. The item “Policy Guidance’ be altered to “Conditions on Delegations (if any)”and in all cases include the words “To be exercised in accordance with the Town’s policies and local laws”, to be followed by “Policy and Local Laws Guidance: (name any applicable policy(s) or local laws), where applicable.**

PROCEDURAL MOTION

Moved Cr Young Seconded Cr Thomas

That the item be deferred as the notification period of the amendments was to short.

LOST 2/6
For: Crs Young and Thomas
Against: Mayor Angers, Crs Rodda, Tucak, Boulter, Pyvis, and Harkins

AMENDMENT

CARRIED 7/1
For: Mayor Angers, Crs Rodda, Boulter, Thomas, Pyvis and Harkins
Against: Cr Young

AMENDMENT

Moved Cr Boulter Seconded Cr Pyvis

Amend the Delegation Register in relation to delegation 10.1 to state that the weekly delegation list is a public document.

LOST 3/5
For: Crs Boulter, Tucak & Pyvis
Against: Mayor Angers, Crs Rodda, Young, Thomas & Harkins

COUNCIL RESOLUTION

Moved Cr Tucak Seconded Cr Thomas

That Council, by absolute majority, approve the delegations made to the Chief Executive Officer, as detailed in the attached Delegated Authority Register 2017/18; and,

1. An interactive Elected Members workshop be held before the July 2018 council Meeting in which content and nature of any delegations for the 2018/2019 will be discussed
2. The item "Policy Guidance" be altered to "Conditions on Delegations (if any)" and in all cases include the words "To be exercised in accordance with the Town's policies and local laws", to be followed by "Policy and Local Laws Guidance: (name any applicable policy(s) or local laws), where applicable.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

10.1.9 POOL FEASIBILITY STUDY – TENDER & BUDGET AMENDMENT

File Ref: SUB/2586
Attachments: Tender Submissions Evaluation Table
(CONFIDENTIAL)
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Denise Tyler-Hare
Project Manager
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest: Nil

SUMMARY

The Council is requested to award the contract to the recommended tenderer for the Pool Feasibility project.

BACKGROUND

At the February 2017 Ordinary Council Meeting, the Council resolved to

4. UPDATE the Corporate Business Plan to include a feasibility study into a pool in the Cottesloe Foreshore Precinct in the 2017/2018 financial year.

The Town has prepared a brief and is now proposing to obtain consultant quotes for the brief.

During the preparation of the brief, meetings with Trevor Saleeba, Chris Shellabear, Tom Locke, Jorg Imberger, and John Bloomfield have been held to gain an understanding of their proposals, as well as meetings with Geoff Bratt at the City of Stirling (who was recently involved in the Scarborough Beach Pool project) and Mark Goodlet, Town of Mosman Park (to look into undertaking a joint feasibility study).

As a result, it was recommended to undertake the feasibility study in two stages; the first, to undertake a high level feasibility study to determine the optimal location and recommend this to council. The second is, if approved, to undertake a detailed feasibility study of this optimal location.

The Town has sought tenders from suitably qualified and experienced consultants to undertake a feasibility study.

Five tenderers submitted on the 4 April 2018. Three were compliant, and two submitted alternative tenders. Both of these were deemed acceptable because the Town is willing to accept \$20M public liability insurance in lieu of the \$50M indicated in the tender document.

Due to the length of the submissions, one hard copy set will be made available at the agenda meeting for review.

STRATEGIC IMPLICATIONS

The implementation of the Foreshore Master Plan is identified as a community priority in the Strategic Community Plan.

Strategic Community Plan 2013 to 2023

Priority Area Three: Enhancing beach access and the foreshore.

Corporate Business Plan (2014 – 2018)

Priority Area Three: Enhancing beach access and the foreshore.

3.1 Implement the 'Foreshore Redevelopment Plan' in consultation with the community

POLICY IMPLICATIONS**Beach Policy**

The proposed pool will need to comply with the policy as adopted by Council.

STATUTORY ENVIRONMENT

All works in the Cottesloe Foreshore Precinct will require a planning approval from the West Australian Planning Commission (WAPC) as the land sits under the Metropolitan Region Scheme. Approvals are expected to be identified in the fatal flaws analysis of this project.

Much of the land contained within the Cottesloe Foreshore Precinct is also listed on the State Heritage Register. Officers will work with the State Heritage Office during the detailed design phase of every element to ensure heritage considerations are met.

Local Government Act 1995

Local Government Regulations 1996

FINANCIAL IMPLICATIONS

There is currently \$50,000 allowed for these works within the 2017/2018 budget, and \$100,000 put forward in the 2018/2019 budget.

It would be prudent to allow a contingency amount of \$12,500 (10%) for officer time, and any minor unknowns that may occur during the valuation and asset management process.

The total cost of the recommended option is within budget.

STAFFING IMPLICATIONS

Administration resources are limited and consideration to the preparation of agenda and minutes ahead of time must be allowed.

SUSTAINABILITY IMPLICATIONS

The design approach for the pool feasibility will cover issues such as sustainability and the long term maintenance and management of the precinct. The design will need to include selected materials that have been chosen to ensure sustainability, longevity and ease of maintenance.

CONSULTATION

Town of Cottesloe Staff
Elected Members

STAFF COMMENT

The staff comment was provided under a separate cover and remains confidential.

QUESTIONS PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1: Exactly which state and TOC policies apply to guide Council in the exercise of discretion as to whether or not Council should proceed with this development by way of the first cost and process being a quote/tender?

A1: The tender was in response to a previous Council resolution. As this was a tender process compliant with the Act there is no further policy or regulatory requirements.

Q2: What do those policies say about such development?

A2: Refer to answer 1.

Q3: Who will be the decision maker in respect of any pool constructed on the west side of Marine Parade?

A3: WAPC will have to make a planning determination, however Council will decide whether or not it wishes to expend the money.

Q4: Has the attitude of the decision maker been canvassed in the past or in relation to this proposal? If yes, what was the response? If not, why not?

A4: The Town has briefed the WAPC regarding this proposal, and they have not yet provided comment on the pool feasibility study, and will not be in a position to do so until they are formally approached during the feasibility study.

Q5: When was the last pool feasibility study undertaken for the Town of Cottesloe or any other person or body?

A5: There has been no previous studies by the Town.

Q6: Does Council have to reject Council's current adopted Lynley Lutton masterplan for the Foreshore before undertaking this study? Or before undertaking yet another masterplan?

A6: No, masterplans can be upgraded from time to time.

Q7: What documents are on the TOC files relating to any previous pool feasibility study or the like?

A7: Refer to answer 5.

Q8 What reports have been brought to Council about pool feasibility studies in the past? When were they?

A8: Refer to answer 5.

Q9: Was the Pool feasibility study a quote or a tender?

A9: Tender.

Q10: Can the quote/tender brief **and** quote/tenders for the ocean pool be circulated to EMs ahead of the Agenda Forum?

A10: Document will be tabled at the meeting.

Q11: Which budget item and/or reserve will the cost of this tender come from?

A11: This is a specific line item in the 2018/2019 Budget in the Capital Works Program.

Q12: Has the TOC discussed the latest beach pool process and procedure at Scarborough with that local government as to any issues arising?

A12: Yes

Q13: Who will be paying for the construction, running and maintenance of any beach pool constructed in Cottesloe?

A13: To be determined as part of the feasibility process.

QUESTIONS PROVIDED BY CR SADLER – EMAILED 16 APRIL 2018

Q1 Given that the budget for this (original budget \$50 000) has well and truly been exceeded, would it be prudent management to decline all tenders and re-advertise?

A1: No, the budget has been allocated over multiple years.

Q2: Given that an ocean pool is far outside the financial capacity of the TOC and that there have been suggestions of philanthropic funding, would it not be prudent to test the waters for philanthropy by seeking private funds for a feasibility study? If there are none forthcoming, would this be useful information about the future possibilities for external funding?

A2: The purpose of the feasibility study is to see if the ocean pool is even possible and what the whole of life costing will be. Once this is known Council can decide whether to pursue funding from any source.

VOTING

Absolute Majority

OFFICER RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rodda Seconded Cr Young

THAT Council accept the tender presented by Advisian and award the contract for the Beach Pool Feasibility Study to Advisian.

CARRIED BY AN ABSOLUTE MAJORITY 6/2

For: Mayor Angers, Crs Rodda, Tucak, Young, Thomas and Harkins

Against: Crs Boulter and Pyvis

10.2 REPORT OF COMMITTEES

That Council note the Minutes of the following Committee Meetings with consideration given to the Committees' recommendations as highlighted below.

10.2.1 BEACH ACCESS PATH COMMITTEE HELD 12 MARCH 2018

Draft Minutes attached.

10.2.2 DISABILITY SERVICES ADVISORY COMMITTEE HELD 7 MARCH 2018

The following Disability Services Advisory Committee Recommendation from the meeting held on 27 February 2018 was put to Council at the Ordinary Council meeting held on Tuesday 27 March 2018.

10.2.2 DISABILITY ACCESS AND INCLUSION PLAN

COMMITTEE RECOMENDATION

That the Town's Disability Services Advisory Committee make a recommendation to Council that the 2018-2023 Disability Access and Inclusion Plan be adopted.'

At the Ordinary Council meeting held on 27 March 2018 Council adopted the following Resolution:

That consideration of the Disability Access and Inclusion Plan be deferred, pending circulation of the Plan in a Council Agenda and the Plan being amended to include analysis of the Sea View Golf Club premises access.

CARRIED 9/0

QUESTIONS PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1: I note the Disability Access and Inclusion Plan is included in the agenda but no minutes or draft minutes of a DAPI meeting. Is Council being asked to endorse adoption of the plan as per Council resolution 27 March 2018? If so, I note:

Council resolution made reference to the Sea View Golf Club. Is Council being asked to review this decision?

A1: It is the view of the committee that the Plan remain a high level strategic document that is supported by an Annual Action Plan containing specific priorities and projects of the Committee. The Committee will be preparing the Annual Action Plan at the next Committee Meeting (1 May 2018) for consideration by Council and reference will be made to this Resolution in these discussions.

Q2: There are amendments and tracked changes in the plan. Can it be confirmed that the tracked changes are the changes for adoption?

A2: Yes.

Q3 Can the Disability and Inclusion Plan include as an annexure a table of all previous plans and include a date for the next update/review as recommended by the committee?

A3: Yes.

Q4: Can the Plan be identified as a Town of Cottesloe Policy and be included in the TOC Policy register, so as to clearly and openly guide Council's exercise of discretion in any matters that could/should trigger this plan?

A4: No, it is a requirement of the Disability Services Act 1993

COMMITTEE RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Tucak Seconded Cr Harkins

That the Town's Disability Services Advisory Committee makes a recommendation to Council that the 2018-2023 Disability Access and Inclusion Plan be adopted.'

CARRIED 8/0

10.2.3 FORESHORE PRECINCT IMPLEMENTATION HELD 20 MARCH 2018.

Draft Minutes attached.

5.2 FORESHORE RENEWAL MASTERPLAN – INFRASTRUCTURE REDUCTION STRATEGY

COMMITTEE RECOMMENDATION

That Committee recommend to Council endorsement of the Current Infrastructure Reduction Strategy as detailed in the minutes of the 20 March 2018:

- 1. Remove the shark tower base (item 1 in the IRS) in accordance with option a;*
- 2. Retain the bike rack (item 5 in the IRS) until works in this area are designed;*
- 3. Remove, repair and reinstall the drinking fountain (item 6 in the IRS) in the same location;*
- 4. Install a robust bin enclosure on the Groyne to replace the existing wheelie bin (item 7 in the IRS);*
- 5. Undertake a structural assessment of the balustrade to the terraces (item 8 in the IRS), and undertake any recommendations arising from this assessment;*
- 6. Repair, sand and re-paint existing green bench seats (item 9 in the IRS) and timber tables (item 10 in the IRS);*
- 7. Undertake a structural assessment of the limestone retaining wall (item 12 in the IRS), and undertake any recommendations arising from this assessment;*

8. *Undertake sand, stone pitching rectification and revegetation works at the soakwell (item 13 in the IRS);*
9. *Replace the shade material to the grass bank shelters (item 14 in the IRS); and,*
10. *Undertake a structural assessment of the concrete ramp (item 15 in the IRS), and undertake any recommendations arising from this assessment.*

UNANIMOUS

6.1 CHRIS WIGGINS – FORESHORE DISABLED ACCESS

COMMITTEE RECOMMENDATION

That the Foreshore Implementation Committee recommend to Council the inclusion of an additional short universal access path from road level to the toilets as part of the masterplan.

UNANIMOUS

COMMITTEE RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Rodda Seconded Cr Thomas

That the Foreshore Implementation Committee recommend to Council the inclusion of an additional short universal access path from road level to the toilets as part of the masterplan.

CARRIED 8/0

10.2.4 RESERVES, PARKS AND PLAYGROUNDS COMMITTEE HELD 13 FEBRUARY 2018

Draft Minutes attached.

7.1 COST FOR AECOM TO IDENTIFY ANY POTENTIAL SKATEPARK LOCATIONS WITHIN OR NEAR THE LOCALITY OF THE HARVEY FIELD PRECINCT.

COMMITTEE RECOMMENDATION

Moved Cr Rodda Seconded Cr Pyvis

That the Town of Cottesloe administration prepare a draft brief on the feasibility of a skatepark Cottesloe wide.

AMENDMENT

Moved Cr Young Seconded Cr Harkins

That the motion be amended such that it now reads:

THAT the Town of Cottesloe administration prepare a draft brief to be brought to Council on the feasibility of a skatepark location in Cottesloe.

CARRIED 7/1

For: Mayor Angers, Crs Rodda, Tucak, Young, Thomas, Pyvis and Harkins
Against: Cr Boulter

Cr Thomas left the Chambers at 7:48pm
Cr Thomas returned to the Chambers at 7:55pm

AMEMDMEMT

Moved Cr Boulter Seconded Cr Pyvis

THAT the Town of Cottesloe administration prepare a draft brief to be brought to the Reserves Parks and Playgrounds Committee and then Council on the feasibility of a skatepark location in Cottesloe by the May Committee meeting.

LOST 2/6

For: Crs Boulter and Pyvis

Against: Mayor Angers, Crs Rodda, Tucak, Young, Thomas and Harkins

AMENDMENT

Moved Cr Young Seconded Cr Thomas

That the motion be amended such that it now reads:

THAT the Town of Cottesloe administration prepare a draft brief to be brought to Council on the feasibility of a skatepark located in Cottesloe.

CARRIED 8/0

SUBSTANTIVE MOTION

Moved: Cr Rodda Seconded Cr Pyvis

CARRIED 8/0

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

COMMITTEE RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Rodda Seconded Cr Harkins

- 1. THAT the Town of Cottesloe administration place an advertisement in the local newspapers, on the Town of Cottesloe Facebook page and email residents/ratepayers on the email database, calling for suggestions, improvements and ideas on Town of Cottesloe Reserves, Parks and Playgrounds.**
- 2. THAT the Town of Cottesloe administration write to all residents in the vicinity of Railway Street and Curtin Avenue, between Napier Street and Eric Street, seeking comment on the purple dinosaur playground reserve space, specifically calling for suggestions for the reserve space and age range.**

3. THAT the Town of Cottesloe administration report back to the next Committee meeting regarding permission procedures for fencing the south west corner of Eric Street and Curtin Avenue, including the trees on the corner.

CARRIED 8/0

QUESTION PROVIDED BY CR BOULTER – EMAILED 16 APRIL 2018

Q1 Can the typo on page 32 be corrected “Lacality” to “Locality”?

A1: Yes.

10.2.5 PUBLIC EVENTS COMMITTEE – 17 APRIL 2018

Refer to Confidential Item 12.1.2 for confidential resolutions on item 5 – 2018 Volunteer Recognition Awards Nominations:

11 NEW BUSINESS OF AN URGENT NATURE

NIL

12 MEETING CLOSED TO PUBLIC

12.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

PROCEDURAL MOTION

Moved Cr Rodda Seconded Cr Tucak

That the meeting be closed to the public.

CARRIED 8/0

The meeting was closed to the public and all members of the public and media representatives left the room at 8:10pm.

12.1.1 PUBLIC EVENT COMMITTEE - 2018 VOLUNTEER RECOGNITION AWARDS NOMINATIONS - CONFIDENTIAL

File Ref: SUB/2467
Attachments: Draft Public Events Committee Minutes (CONFIDENTIAL)
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Garry Bird
Deputy Chief Executive Officer
Proposed Meeting Date: 24 April 2018
Author Disclosure of Interest: Nil

COMMITTEE RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Rodda Seconded Cr Harkins

The Public Event Committee – 2018 Volunteer Recognition Award Nomination Recommendations from the Public Event Committee meeting held on 17 April 2018 be put to Council at the Ordinary Council meeting held on Tuesday 24 April 2018.

CARRIED 8/0

PROCEDURAL MOTION

Moved Cr Rodda Seconded Cr Thomas

That the meeting be reopened to the public and the media and that standing orders be resumed.

CARRIED 8/0

13 MEETING CLOSURE

The Presiding Member declared the meeting closed at **8:15pm**