

# **TOWN OF COTTESLOE**



## **FULL COUNCIL MEETING**

# **MINUTES**

**ORDINARY MEETING OF COUNCIL  
HELD IN THE  
COUNCIL CHAMBERS, COTTESLOE CIVIC CENTRE  
109 BROOME STREET, COTTESLOE  
7.00 PM, MONDAY, 24 NOVEMBER, 2008**

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

The Mayor announced the meeting opened at 7.05 pm.

**2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)****Elected Members In Attendance**

Mayor Kevin Morgan  
Cr Jay Birnbrauer  
Cr Greg Boland  
Cr Patricia Carmichael  
Cr Daniel Cunningham  
Cr Jo Dawkins  
Cr Bryan Miller  
Cr Victor Strzina  
Cr Jack Walsh  
Cr Ian Woodhill

**Officers in Attendance**

Mr Laurie Vicary	Acting Chief Executive Officer
Mr Graham Patrick	Manager Corporate Services/Deputy CEO
Mr Andrew Jackson	Manager Planning & Development Services (Left at 7:46pm)
Mr Geoff Trigg	Manager Engineering Services
Miss Kathryn Bradshaw	Executive Assistant
Miss Krystal Shenton	Executive Assistant

**Apologies**

Nil

**Leave of Absence (previously approved)**

Cr John Utting

**3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4 PUBLIC QUESTION TIME**

Valerie Frearson Lane, 65 John Street – Item 13.1 Arboricultural Report – Norfolk Island Pine Trees – John Street, Cottesloe

Ms Frearson Lane asked the following questions regarding the Norfolk Island pines on her street on residence:

- (1) It is my understanding that the Committee recommendation on page 27, brought forward by the Committee Meeting on Tuesday evening the 18<sup>th</sup> November, was not a simplified version of the report to go to residents of the Street, but a full report to the residents of John Street.
- (2) My other question is does the report indicate of the actual fall of the tree in July 2008?

The Mayor stated that the Council will deal with Question (1) at that point in the Agenda, as he was absent at the Committee Meeting.

Cr Miller noted that according to his recollection the Committee had actually decided to send the full report.

The Mayor stated that the issue of what caused the fall of that tree was strong winds and deferred the question to Geoff Trigg.

Geoff Trigg stated that the tree had reached the end of its day and the strong winds had caused the collapse. Also, that some of the roots were rotten, but also there were healthy roots. An age of 100 years for a Norfolk Island Pine Tree is seen as close to the end of their life span in WA.

Cr Miller added that the narrowness of the verge and the amount of buildings being installed along the street may have added to the collapse of the tree.

## **5 SUSPENSION OF STANDING ORDER 12.1 – MEMBERS TO RISE**

### **BACKGROUND**

At the September 2006 meeting of Council it was agreed that the suspension of Standing Order 12.1 be listed as a standard agenda item for each Council and Committee meeting.

Standing Orders 12.1 and 21.5 read as follows:

#### **Members to Rise**

Every member of the council wishing to speak shall indicate by show of hands or other method agreed upon by the council. When invited by the mayor to speak, members shall rise and address the council through the mayor, provided that any member of the council unable conveniently to stand by reason of sickness or disability shall be permitted to sit while speaking.

#### **Suspension of Standing Orders**

- (a) The mover of a motion to suspend any standing order or orders shall state the clause or clauses of the standing order or orders to be suspended.

- (b) A motion to suspend, temporarily, any one or more of the standing orders regulating the proceedings and business of the council must be seconded, but the motion need not be presented in writing.

#### **OFFICER RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Strzina, seconded Cr Jack Walsh

**That Council suspend the operation of Standing Order 12.1 which requires members of Council to rise when invited by the Mayor to speak.**

Carried 10/0

#### **6 APPLICATIONS FOR LEAVE OF ABSENCE**

Moved Cr Strzina, seconded Mayor Morgan

**That Cr Birnbrauer request for leave of absence from the December and February round of meetings meeting be granted.**

Carried 10/0

#### **7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Moved Strzina, seconded Cr Woodhill

**That the Minutes of the Ordinary Meeting of Council held on Monday, 27 October, 2008 be confirmed.**

Carried 10/0

#### **8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

- **Enquiry by Design**
  - A public briefing session on Wednesday 26 November from 5-7pm; and
  - Thursday 27th and Friday 28th November from 6-8pm for outcomes of the days workshops and question time.
- **Annual Elector's Meeting**
  - Wednesday the 26<sup>th</sup> at 7pm
- **Recent visit to Canberra**
  - More useful than anticipated
  - Spoke to the Minister of Environment
  - discussion with the Prime Minister, Kevin Rudd regarding John Curtin House.
  - Cottesloe was allocated \$122k RDGS
- **Mayor's meeting with the Premier**
  - Discussion regarding the Pylon amongst other things

- **Police Presence on foreshore**
  - Council will push for funds into Police resources.

## **9 PUBLIC STATEMENT TIME**

Ruth Greble, 47 John Street – Item 13.1 Arboricultural Report – Norfolk Island Pine Trees – John Street, Cottesloe

Ms Greble made the following statement:

I only found out today that the Norfolk Island Pines had a report written up about their demolition. My statement is more a suggestion that it might be much more tactful to delay the demolition by a month, allowing John Street residents time to see the report on why the trees need to come down. We haven't had a chance to read the report and would welcome any opportunity of reading the report first and then prepare for any tree removal.

## **10 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

The following items were voted enbloc: 12.1.2, 12.1.5, 12.3.1 – 4, 12.4.2 and 13.1.1

**11 DEVELOPMENT SERVICES COMMITTEE MEETING HELD ON 17 NOVEMBER 2008****11.1 PLANNING****11.1.1 UNIT 2, NO. 21 (LOT 32) AVONMORE TERRACE - ALTERATIONS AND ADDITIONS TO EXISTING UNIT**

<b>File No:</b>	<b>1545</b>
<b>Author:</b>	<b>Mr Ed Drewett</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Location plan Photos Plans</b>
<b>Report Date:</b>	<b>7 November 2008</b>
<b>Senior Officer:</b>	<b>Mr Andrew Jackson</b>
<b>Property Owner:</b>	<b>Mr R Davidson</b>
<b>Applicant:</b>	<b>Ariane Prevost Architects</b>
<b>Date of Application:</b>	<b>3 September 2008</b>
<b>Zoning:</b>	<b>Residential</b>
<b>Use:</b>	<b>P - A use that is permitted under this Scheme</b>
<b>Density:</b>	<b>R30</b>
<b>Lot Area:</b>	<b>1131m<sup>2</sup></b>
<b>M.R.S. Reservation:</b>	<b>N/A</b>

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**SUMMARY**

Variations are sought to Council's building height and front setback requirements for the proposed additions and alterations.

Given the assessment that has been undertaken, the recommendation is to Approve the Application.

**PROPOSAL**

This application is for alterations and additions to Unit 2, which is one of 4 units located on the NW corner of Avonmore Terrace and Rosendo Street.

The proposal comprises an extension to an existing single carport (fronting Avonmore Terrace) to create a double carport with an upper floor bedroom addition above. It is also proposed to convert an existing single carport fronting Rosendo Street and an existing bedroom on the ground floor to a study and extend an existing balcony above.

**STATUTORY ENVIRONMENT**

- Town of Cottesloe Town Planning Scheme No 2
-



- Residential Design Codes

### POLICY IMPLICATIONS

- Building Heights Policy No 005

### HERITAGE LISTING

N/A

### DRAFT TOWN PLANNING SCHEME NO. 3

N/A

### APPLICATION ASSESSMENT

AREAS OF NON-COMPLIANCE

#### Residential Design Codes

Design Element	Acceptable Standards	Provided	Performance Criteria Clause
6.7 – Building Height	7m for concealed (flat) roof	7.3m above NGL as determined by Council	Clause 6.7.1 – P1
6.2 - Streetscape	6m (Council resolution 28/10/02)	Minimum 5.35m	Clause 6.2.1 – P1

### STRATEGIC IMPLICATIONS

N/A.

### FINANCIAL IMPLICATIONS

N/A.

### CONSULTATION

REFERRAL

#### Internal

- Building
- Engineering

#### External

N/A.

ADVERTISING OF PROPOSAL

The application was not required to be advertised as the proposed additions do not directly affect adjoining property owners. The applicant has advised that the Body Corporate has no objection to the proposal.

**STAFF COMMENT**

The proposed additions comply with Town Planning Scheme No 2 and the Residential Design Codes with the exception of the following:

- Height
- Front setback

Both of these issues are discussed below:

Building Height

The calculation of building height stems from Council's determination of natural ground level (NGL). Clause 5.1.1 of the Council's Town Planning Scheme No.2 expresses policy in relation to building height and paragraph (c) of that clause provides a basic formula in relation to building height.

However, provision is made for Council to depart from the formula where natural ground forms indicate that a variation is warranted. Furthermore, Council's Policy in relation to building heights (Policy No.TPSP 005) states that for attached houses and grouped dwellings the natural ground level can be determined at the centre of the area contained within the external walls of each individual house.

As the application is for additions to an existing grouped dwelling the natural ground level has been determined at the centre of the unit to be RL:13.0.

Based on this NGL the maximum permitted building height for a concealed or flat roof is 7 metres (RL: 20.0). The proposed upper floor addition is 7.3m (RL 20.3) in height above the determined NGL and therefore a variation of 0.3m is sought. Notwithstanding this, the actual height of the proposed addition above the ground level below will only be 6.88m which would otherwise be compliant.

The variation sought is relatively minor and takes account of the topography of the site which has a 2m difference between the front and rear of the existing unit making it difficult to build any upper floor addition on the eastern side within the normal height restrictions. Furthermore, the height of the proposed addition will match that approved and constructed on the adjoining strata lot (Unit 1 - Approved 15 September 1997).

The relevant Performance Criteria of the Residential Design Codes (Clause 6.7.1) in relation to height states:

*Building height consistent with the desired height of buildings in the locality, and to recognise the need to protect the amenities of adjoining properties, including, where appropriate:*

- *adequate direct sun to buildings and appurtenant open spaces;*
- *adequate daylight to major openings to habitable rooms; and*
- *access to views of significance*

There is a variety of housing types in the locality including two-storey houses and older style flats (multiple dwellings) directly opposite the site. Furthermore, the proposed height of the addition has been designed to match the height of the existing extension on the adjoining unit fronting Avonmore Terrace.

The location of the proposed addition on the northern side of Rosendo Street ensures that adequate direct sun and daylight will be maintained to adjoining properties despite the increased height of the roof as overshadowing will be restricted to the road reserve.

Views of significance are also unlikely to be affected by the proposal as the existing flats on the eastern side (which may have some ocean views) are higher than the subject site and don't appear to be adversely affected by the existing similar addition that has built to Unit 1.

#### Front Setback

The proposed extension to the carport and bedroom will have a minimum setback of 5.35m to Avonmore Terrace and therefore will intrude into the required 6m front setback (Council Resolution 28/10/02). However, the majority of the addition will have a setback in excess of 6m and will match the extension built on to Unit 1. It is also well screened from the street by vegetation and its floor level will be approximately 1m below the street level thereby further reducing its visual impact on the streetscape.

The relevant Performance Criteria of the Residential Design Codes (Clause 6.2.1) in relation to front setbacks states:

- Buildings set back an appropriate distance to ensure they;*
- contribute to the desired streetscape;*
  - provide adequate privacy and open space for dwellings; and*
  - allow safety clearances for easements for essential service corridors.*

It is considered that the reduced front setback to the proposed addition can be approved under performance criteria of the Codes as it will not have an adverse visual impact on the streetscape or affect privacy and open space and will not impact on existing service corridors.

#### **CONCLUSION**

The proposed additions and alterations can be supported with the variations sought as it satisfies the relevant performance criteria of the RD Codes. Furthermore, although Council's discretion is sought in regards to height, issues such as privacy, views and general amenity are satisfactorily addressed and the proposed roof height can be supported.

#### **VOTING**

Simple Majority

**COMMITTEE COMMENT**

Committee was supportive of the proposal and appreciated that Council had previously approved larger extensions to Unit 1 which were considered to work well. Officers explained how the proposal suited the dwelling, site and streetscape. The MDS also advised that many older townhouses in Cottesloe are relatively modest or outdated, whereby renovations and additions are proposed to make them more liveable by today's standards.

**11.1.1 OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Walsh, seconded Cr Dawkins

**That Council GRANT Approval to Commence Development for the proposed alterations and additions at 2/21 (Lot 32) Avonmore Terrace, Cottesloe, subject to the following conditions:**

- (1) All construction work being carried out in accordance with the Environmental Protection (Noise) Regulations 1997, Regulation 13. - Construction sites.**
- (2) The external profile of the development as shown on the approved plans, not being changed whether by the addition of any service plant, fitting, fixture or otherwise, except with the written consent of Council.**
- (3) The proposed upper floor balcony addition being screened to a minimum 1.65m above its floor level as indicated on the approved plans to the satisfaction of the Manager Development Services.**

Carried 10/0

*Mr Andrew Jackson left the meeting at 7.46 pm*

**12 WORKS AND CORPORATE SERVICES COMMITTEE HELD ON 18 NOVEMBER 2008****12.1 ADMINISTRATION****12.1.1 DRAFT STANDING ORDERS LOCAL LAW 2008**

**File No:** SUB/179  
**Author:** Mr Laurie Vicary  
**Attachments:** [Correspondence from Dept Local Government Procedures for Public Question Time](#)  
**Author Disclosure of Interest:** Nil  
**Report Date:** 13 November, 2008  
**Senior Officer:** Mr Laurie Vicary

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**SUMMARY**

This item was deferred at the last meeting of the Council pending the receipt of comments from the Department of Local Government and Regional Development.

The response from the Department has been referred to Council's solicitors for advice.

A copy of the letter from the Department is attached.

**STATUTORY ENVIRONMENT**

There are complex statutory requirements that must be satisfied before the Standing Orders Local Law can become effective.

**POLICY IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Legal advice is expensive. When all the preliminaries have been satisfied, The Local Law must be published in the Government Gazette.

**BACKGROUND**

The need to bring the present Standing Orders 'up to date' – particularly so for the requirement for members to stand is concerned, has been recognised for some time.

The proposed local law was referred to the Department for comment before the next step in the process which is to refer the matter to a Parliamentary Joint Standing Committee.

**CONSULTATION**

Nil.

**STAFF COMMENT**

It seems appropriate that this opportunity is taken to ensure clarity with regard to use of the Council seal.

There is also a small problem with Order of Business proposed which provides for a resolution to grant leave of absence before Public Question Time. This is contrary to Administration Regulation 7 – Copy attached.

It is expected a response from Council's solicitors will be available at the Committee Meeting.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

That Council adopt the amendments to the Draft Standing Orders Local Law as required by the Department of Local Government and Regional Development and recommended by Council's solicitors.

**12.1.1 COUNCIL RESOLUTION**

Moved Mayor Morgan, seconded Cr Birnbrauer

**That Council defer reconsideration of the standing orders until the March 2009 meeting and request a report from the incoming CEO on the pros and cons of replacing our existing standing orders.**

Carried 9/1

**12.1.2 ANNUAL REPORT 2007/08 - AMENDMENT**

**File No:** SUB/383  
**Author:** Mr Wayne Richards  
**Attachments:** [Amended Page 23](#)  
**Author Disclosure of Interest:** Nil  
**Report Date:** 13 October 2008  
**Senior Officer:** Mr Graham Pattrick

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**SUMMARY**

A recommendation is made to accept the amended Annual Report for the 2007/08 financial year.

**STATUTORY ENVIRONMENT**

The relevant sections of the *Local Government Act 1995* read as follows:

**5.27. Electors' general meetings**

- (1) *A general meeting of the electors of a district is to be held once every financial year.*
- (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- (3) *The matters to be discussed at general electors' meetings are to be those prescribed.*

**5.29. Convening electors' meetings**

- (1) *The CEO is to convene an electors' meeting by giving -
  - (a) at least 14 days' local public notice; and
  - (b) each council member at least 14 days' notice,of the date, time, place and purpose of the meeting.*
- (2) *The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.*

**5.53. Annual reports**

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain -
  - (a) a report from the mayor or president;
  - (b) a report from the CEO;
  - [(c), (d) deleted]*

- (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;*
- (f) *the financial report for the financial year;*
- (g) *such information as may be prescribed in relation to the payments made to employees;*
- (h) *the auditor's report for the financial year;*
- (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;*
- (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including -*
  - (i) *the number of complaints recorded in the register of complaints;*
  - (ii) *how the recorded complaints were dealt with; and*
  - (iii) *any other details that the regulations may require; and*
- (i) *such other information as may be prescribed.*

**5.54. Acceptance of annual reports**

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.*

**\* Absolute majority required.**

- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

**5.55. Notice of annual reports**

*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.*

Regulations 15 and 19B of the *Local Government (Administration) Regulations, 1996* require that:

**15. Matters for discussion at general electors' meetings s. 5.27(3)**

*For the purposes of section 5.27(3), the matters to be discussed at a general electors' meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.*

**19B. Annual report to contain information on payments to employees s. 5.53(2)(g)**

*For the purposes of section 5.53(2)(g) the annual report of a local government for a financial year is to contain the following information -*

- (a) *the number of employees of the local government entitled to an annual salary of \$100 000 or more;*



*(b) the number of those employees with an annual salary entitlement that falls within each band of \$10 000 over \$100 000.*

**POLICY IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**BACKGROUND**

The Annual Report for the year ended 30<sup>th</sup> June 2008 was adopted by Council at its meeting held on 27 October 2008. Incorrect dates were included in the "Statement by Chief Executive Officer" on page 23 of the report. These dates have now been amended to reflect the correct dates for the year ended and final signature of the Chief Executive Officer.

**CONSULTATION**

Council's current auditors, UHY Haines Norton Chartered Accountants, have been consulted on the matter and advised that this amendment be brought to Council's attention.

**STAFF COMMENT**

All copies of the Annual Report for distribution to government departments and the public have all been updated.

**VOTING**

Simple Majority

**12.1.2 OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Jack Walsh, seconded Cr Jo Dawkins

**That Council accept the Annual Report for the 2007/2008 Financial Year.**

Carried 10/0

**12.1.3 SCOUT HALL - NO. 65 (LOT 311) ERIC STREET**

**File No:** PRO/11543  
**Author:** Mr Laurie Vicary  
**Attachments:** [Correspondence from DPI dated 27/10/2008](#)  
**Author Disclosure of Interest:** Nil.  
**Report Date:** 13 November, 2008  
**Senior Officer:** Mr Laurie Vicary

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**SUMMARY**

To make Council members aware of the stage of the negotiations to have the Scout Hall site vested in Council; of alternatives and recommend a course of action.

**STATUTORY ENVIRONMENT**

State Land Services propose Scouts Australia relinquish the land to the State of WA when it will revert to freehold and then be revested in the State. A new reserve will then be created for the purpose of "Community Hall" and vested in the Council.

See letter attached.

Of concern is the fact that in the middle of the process, when the land has reverted to the State, the State may decide to use the land in a fashion different to that outlined above ie sell to the highest bidder.

**POLICY IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

The availability of land for community use is of great importance. Whether the Scout Hall site is of strategic importance is a matter for the Council to consider.

**FINANCIAL IMPLICATIONS**

If the land becomes the responsibility of the Council, one of the first things that must be done is the removal of the existing building and particularly the asbestos roof.

While the change of purpose suggests the use to be "Community Hall" a wider use such as "Community Purposes" should be proposed.

Until there has been a proposal for development of the site, it is not possible to estimate the financial implications.

When Mayor Morgan discussed this matter with the Hon C J Barnett the local member indicated that his support to the transfer of the land to Council would depend on the use/s proposed.

The local member also suggested that Council should do a survey of the land it presently controls to see if alternatives are possible.

### **CONSULTATION**

The Council has consulted the Scouts Associates to gain approval to the transfer. More recently the matter has been discussed with the local member Hon Colin Barnett.

### **BACKGROUND**

The Scouts have given their approval to the transfer of the site to the Council.

### **STAFF COMMENT**

While there was nothing more than a casual conversation between the Mayor and Hon C J Barnett, the possibility that the State could fund certain developments on Council land using the proceeds from the sale of the Scout Hall site was suggested by Hon C J Barnett, is worth further research.

### **VOTING**

Simple Majority

### **COMMITTEE COMMENT**

Committee wanted to give Council staff some time to research the options for the site and report back to Council in the March 2009 round of meetings.

### **OFFICER RECOMMENDATION**

That Council:

Consider possible uses for the Scout Hall site at No. 65 Eric Street.

Staff produce an inventory of Council controlled land and that inventory show those sites where further development may be possible.

### **12.1.3 COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Miller, seconded Cr Woodhill

#### **That Council Staff:**

- (1) Consider possible uses for the Scout Hall site at No. 65 Eric Street.**
- (2) Produce an inventory of Council controlled land and that inventory show those sites where further development may be possible.**
- (3) Provide a further report to Council for the March 2009 round of meetings.**

Carried 10/0

**12.1.4 LAND UNDER ROADS**

**File No:** SUB/133  
**Author:** Mr Wayne Richards  
**Author Disclosure of Interest:** Nil  
**Report Date:** 13 November, 2008  
**Senior Officer:** Mr Graham Pattrick

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**SUMMARY**

The Local Government (Financial Management) Regulations continue to provide relief from recognition of land under roads leading to a conflict with the Australian Accounting Standards.

**STATUTORY ENVIRONMENT**

Recent changes to the Financial Management Regulations did not amend Regulation 16 which specifically requires local governments not to recognise vested crown land under roads as an asset. This is despite the recently released Australian Accounting Standard AASB 1051 "Land Under Roads" requiring local governments to add these assets to their balance sheets effective from 1<sup>st</sup> July 2008.

**POLICY IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**BACKGROUND**

The Standards allow a local government to make an election to recognise, or not, land under roads acquired before 1<sup>st</sup> July 2008. This option acknowledges the potentially onerous demands of retrospectively identifying, assessing and measuring land under roads acquired in previous reporting periods.

Electing not to recognise land under roads acquired before 1<sup>st</sup> July 2008 will greatly reduce the level of conflict between the Standards and the Regulations. This is particularly the case for the Town of Cottesloe which has little prospect of acquiring significant areas of land under roads in the near future.

**CONSULTATION**

Staff have taken direction and advice from our current Auditors, UHY Haines Norton Chartered Accountants on this matter. Their advice is, for the reasons set out above, that Council take advantage of the election under AASB 1051 paragraph 8 not to recognise land under roads acquired prior to 1<sup>st</sup> July 2008.

**STAFF COMMENT**

The continuation of the protection offered by the Regulations does not override the importance of making this election and in its contribution to reducing the potential for a qualified Audit Report in the future.

**VOTING**

Simple Majority

**COMMITTEE COMMENT**

Committee wanted to include the words '*as assets*' in the recommendation.

**OFFICER RECOMMENDATION**

That Council elect not to recognise land under roads acquired before 1<sup>st</sup> July 2008.

**COMMITTEE RECOMMENDATION**

That Council elect not to recognise land under roads as assets acquired before 1<sup>st</sup> July 2008.

**12.1.4 COUNCIL RESOLUTION**

Moved Cr Dan Cunningham, seconded Cr Bryan Miller

**That Council elect not to recognise as assets land under roads acquired before 1<sup>st</sup> July 2008.**

Carried 10/0

**12.1.5 USE OF COMMON SEAL**

**File No:** SUB/179  
**Author:** Mr Laurie Vicary  
**Author Disclosure of Interest:** Nil  
**Report Date:** 12 November 2008  
**Senior Officer:** Mr Laurie Vicary

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**SUMMARY**

To formalise the use of the Common Seal of the Town of Cottesloe on the Employment Contract for the new CEO, Mr Carl Askew.

**STATUTORY ENVIRONMENT**

The Standing Orders Local Law do not clearly spell out who should sign the Seal Clause to a Contract.

The Employment Contract has a seal clause that requires the signatures of the Mayor and the CEO, and includes the advice that “the seal is affixed by authority of a resolution of the Council”.

**POLICY IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**BACKGROUND**

The decision of the Council to appoint the CEO should have made reference to the requirement to affix the seal to the contract document. That was an oversight.

**CONSULTATION**

Nil.

**STAFF COMMENT**

As mentioned earlier, the Standing Orders are not clear on the use of the seal and this report is therefore based on the past experience of the author. Additionally, it is noted that the Standing Orders Local Law include a seal clause that required the signatures of the Mayor and the CEO.

The use of the seal and whether there should be reference to signing by the Mayor and the CEO is a matter that should be addressed before the new Standing Orders are finalised.

**VOTING**

Simple Majority

**12.1.5 OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Jack Walsh, seconded Cr Jo Dawkins

**That the use of the Common Seal of the Town of Cottesloe signed in the presence of the Mayor and the Acting Chief Executive Officer on the employment conditions with Mr Carl Askew be endorsed.**

Carried 10/0

## 12.2 ENGINEERING

### 12.2.1 ARBORICULTURAL REPORT - NORFOLK ISLAND PINE TREES - JOHN STREET, COTTESLOE

**File No:** SUB/466  
**Author:** Mr Geoff Trigg  
**Attachments:** [Correspondence and Report](#)  
**Author Disclosure of Interest:** Nil  
**Report Date:** 4 November, 2008  
**Senior Officer:** Mr Laurie Vicary

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#### SUMMARY

In July 2008, a storm resulted in the collapse of a large native Norfolk Island Pine Tree in John Street, Cottesloe. Because this tree was typical of similar sized pine trees in that street and other locations in Cottesloe, the CEO requested an arboricultural report on the cause of this collapse, the condition of the other pine trees in John Street and recommendations on the future treatment of this icon tree species in Cottesloe.

This report has now been completed and is presented within this item, with a recommendation that Council:

1. Have a simplified version of the consultants report on Norfolk Island Pine trees in John Street prepared and delivered to all properties in that street, covering items 6.1 and 6.2 of the consultants recommendations, with a commitment that all such trees removed would be replaced with the same species.
2. Arrange for four trees to be removed from the frontage of 49, 19, 21 and 68 John Street and maintenance undertaken, as covered in items 6.4 to 6.6 of the consultants report.
3. Arrange for all Norfolk Island Pine trees in John Street to be annually inspected, as covered in section 6.7 of the consultants report.

#### STATUTORY ENVIRONMENT

Council has vested control and responsibility of road reserves in the Town of Cottesloe. This includes the ownership and stewardship of all street trees, including Norfolk Island Pine Trees.

#### POLICY IMPLICATIONS

Councils Street Trees policy applies.

#### STRATEGIC IMPLICATIONS

Nil.



**FINANCIAL IMPLICATIONS**

Council's budget includes an allowance for Street Tree maintenance, including the removal and replacement of such trees.

**BACKGROUND**

Norfolk Island Pine trees in the Town of Cottesloe are now over 100 years old for the earliest plantings, including John Street.

The tree collapse in John Street in July 2008, over a parked car and onto an adjacent house by a pine tree in excess of 100 years old raised questions about the condition of other native pine trees in Cottesloe. Council's files on street trees did not include any previous causes of death on collapse, and other aspects of these trees as the icon tree for the Town of Cottesloe.

Staff have arranged this report by a very experienced and qualified arboricultural consultant, to determine possible Council handling of these trees as they reach and pass their expected life span.

**CONSULTATION**

Nil, apart from the consultant and his investigations.

**STAFF COMMENT**

The consultant report provides a general background on the growth of Norfolk Island Pine trees, both in Cottesloe and on Norfolk Island, expectations on length of life for these trees and a more detailed assessment on the pine trees in John Street.

The trees in John Street have not been planted or maintained in high quality conditions, with wind, rainfall and temperature being divergent from conditions in which the species has evolved on Norfolk Island. The roots and branches have also suffered from various services installed on the road verge and from vehicles parked on the verge plus damage from home building activities over many years. Given the conditions experienced by these trees in Cottesloe, it is probable that they will live for a lesser time period than those growing on Norfolk Island, with a range of life spans determined by the very localised conditions around each tree. One comparative measure of tree health could be the comparative density of the canopy ie the lower the density the higher the chances of the tree being in poor health and so more liable to die and/or collapse in a storm or high wind.

The consultant has reached the conclusion that all of the remaining original Norfolk Island Pine trees planted in John Street in 1904 "have passed their period of optimum health and vigour and are now in gradual decline – albeit to varying degrees".

The reports recommendations are:

- 6.1 *The members of the community should be made well aware that the trees (planted in 1904) have surpassed their time of optimum vigour, entered their period of decline and be prepared for their demise – albeit gradually and at different times which could not be predicted.*

- 6.2 *The members of the community should be prepared for the inevitable need to remove trees.*
- 6.3 *The community should decide whether they wish to replace any removed trees with Norfolk Island Pine trees.*
- 6.4 *The most eastern of the two trees that grow outside 49 John Street, the most eastern of the two trees that grow outside 19 John Street and the trees that grow outside 21 and 68 John Street should be removed.*
- 6.5 *A large dead branch should be removed from the tree growing outside the property at 53 John Street.*
- 6.6 *The torn stubs should be removed from the trees growing outside the properties at 69 and 99 John Street.*
- 6.7 *All the trees in John Street should be inspected annually in September (when the sun is in the same position as it was when the recent inspections were undertaken) and future decisions should be made on the basis of their individual degrees of decline as reflected by canopy density and any other concerns that may arise.*

## **VOTING**

Simple Majority

## **COMMITTEE COMMENT**

Mr Geoff Trigg advised that the full report will be available to the public on Council's website and that a letter will be sent to all residents in John Street along with the full detailed report.

Committee recommended an additional condition be added to include an inspection of all Norfolk Island Trees in Cottesloe and the cost to be included in next years budget.

## **OFFICER RECOMMENDATION**

That Council

Have a simplified version of the consultants report on Norfolk Island Pine trees in John Street prepared and delivered to all properties in that street, covering items 6.1 and 6.2 of the consultants recommendations, with a commitment that all such trees removed would be replaced with the same species.

Arrange for four trees to be removed from the frontage of 49, 19, 21 and 68 John Street and maintenance undertaken, as covered in items 6.4 to 6.6 of the consultants report.

Arrange for all Norfolk Island Pine trees in John Street to be annually inspected, as covered in section 6.7 of the consultants report.

**COMMITTEE RECOMMENDATION**

That Council

- (1) Have a simplified version of the consultants report on Norfolk Island Pine trees in John Street prepared and delivered to all properties in that street, covering items 6.1 and 6.2 of the consultants recommendations, with a commitment that all such trees removed would be replaced with the same species.
- (2) Arrange for four trees to be removed from the frontage of 49, 19, 21 and 68 John Street and maintenance undertaken, as covered in items 6.4 to 6.6 of the consultants report.
- (3) Arrange for all Norfolk Island Pine trees in John Street to be annually inspected, as covered in section 6.7 of the consultants report.
- (4) Consider a budget allocation made in the 2009-2010 budget for inspection of all Norfolk Island Pine trees in Cottesloe according to a programme devised by Council Staff.

**AMENDMENT**

Moved Mayor Morgan, seconded Victor Strzina

That the recommendation delete the word 'simplified' in point (1).

Carried 10/0

**AMENDMENT**

Moved Mayor Morgan, seconded Cr Jo Dawkins

That the following recommendations be added:

- (1) That a new point (2) be added stating: 'Invite submissions on the recommendation of the consultants report'
- (2) That the current point (2) become point (3) and add the words 'Subject to Council considering the responses to invitation to submissions to' before the start of the paragraph.
- (3) That a new point (4) be added stating: 'To arrange for the maintenance to be undertaken as covered in item 6.5 and 6.6 in the consultants report'.
- (4) That the current point (4) become point (5)

Carried 8/2

**AMENDMENT**

Moved Mayor Morgan,

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**That a new item be added as:**

**Report to Council next meeting on options to tackle the possibility of damage to persons or property of large pine cones falling**

Not Carried due to no seconder

#### **AMENDMENT**

Moved Cr Birnbrauer, seconded Victor Strzina

**That the original point (3) be deleted**

Carried 10/0

#### **12.2.1 COUNCIL RESOLUTION**

Moved Cr Birnbrauer, seconded Victor Strzina

**That:**

- (1) A full version of the consultants report on Norfolk Island Pine trees in John Street be prepared and delivered to all properties in that street, with a commitment that all such trees removed would be replaced with the same species.**
- (2) Submissions are invited on the recommendation of the consultants report.**
- (3) Subject to Council considering the responses to invitation to submissions to arrange for four trees to be removed from the frontage of 49, 19, 21 and 68 John Street**
- (4) Maintenance to be undertaken as covered in item 6.5 and 6.6 in the consultants report**
- (5) A budget allocation is made in the 2009-2010 budget for inspection of all Norfolk Island Pine trees in Cottesloe according to a programme devised by Council Staff.**

Carried 10/0

**12.2.2 LOCAL BIKE PLAN 2008-2013**

<b>File No:</b>	<b>SUB/63</b>
<b>Attachment(s):</b>	<a href="#"><u>Copies of Improvements from Bike Plan</u></a>
<b>Author:</b>	<b>Mr Geoff Trigg</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>
<b>Report Date:</b>	<b>3 November, 2008</b>
<b>Senior Officer:</b>	<b>Mr Laurie Vicary</b>

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**SUMMARY**

At its meeting in August, 2008, Council resolved to advertise this draft Town of Cottesloe Local Bike Plan 2008-2013 for public comment.

The advertising period has closed. This item reports on the results and recommends that Council resolve to:

- 1. Adopt the Town of Cottesloe Bike Plan 2008-2013, unchanged, with the document to be the basis of a 5 year plan for cycling facilities to be provided to Council in February 2009.*
- 2. Have the first 5 year plan for cycling facilities address the works listed under "Potential Improvements to Existing Facilities" in the Bike Plan plus give consideration under :Proposed Major Improvements/Studies to the widening of the existing Marine Parade dual use path and the provision of a 3m wide shared use path in Forrest Street from Curtin Avenue to Marine Parade.*

**STATUTORY ENVIRONMENT**

There is no legal reason why a Bike Plan for any municipality must be created, however bike paths and public facilities for bicycle use on road reserves must meet various standards for safety and liability reasons.

**POLICY IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

The Town of Cottesloe Future Plan 2006-2010 provides for bicycle use.

Objective 1 – Protect and enhance the lifestyle of residents and visitors.

Strategy 1.1 states "Develop an integrated transport strategy that includes park and ride, Cott Cat, Travelsmart, limited parking and the needs of pedestrians, cyclists and other non-vehicle traffic"; and in

Objective 3 – Enhance beach access and the foreshore.

Strategy 3.5 states "Improve bicycle and disabled access to beach facilities".

**FINANCIAL IMPLICATIONS**

No specific budget allocation exists in the 2008/09 budget regarding new bike path improvements or works.

The cost of the study was covered 50/50 by DPI plus Council, for a budget cost in 2007/08 of \$30,000.

**BACKGROUND**

The Western Suburbs Bike Plan was adopted by Cottesloe, Claremont and Nedlands municipalities in 1999. The actions and strategies proposed covered all three Council areas. Since that time, a large variety of works have been undertaken by the three Councils to achieve the original objectives. Roadworks, Blackspot improvement and other developmental changes to the road reserves have improved conditions for cyclists. However, in some cases, such works have raised a variety of complaints by cyclist with requests for improvements.

In some cases, State Government promises have not been met regarding strategic cycling improvements. An example is the failure to complete the Principal Shared Path route beyond Grant Street to Fremantle, regardless of MRWA and Government Commitments for completion of this strategic link.

Since 1999, there has been a growth in community objectives regarding the need to reduce the reliance on powered vehicles for travel needs, population growth has both increased the number of vehicles on the road system as well as increasing the demand for improved alternative transport facilities and recently, the rapidly increasing fuel cost is pushing the need for more and safer provisions for cyclists.

The Town of Cottesloe has a variety of sustainability, Travelsmart and Integrated Transport commitments all of which promote the need to reduce powered vehicle reliance and increase alternative transport modes.

Annual cycling grants through DPI have tapered off in the past two years, mainly due to a lack of forward vision which, in turn, relies on an applicable Cycle Plan.

Once this plan has been finalised and adopted, the potential increases for successful grant income form DPI to achieve the plans objectives in Cottesloe.

**CONSULTATION**

This report presents the results of a public consultation effort to receive comments on the draft Town of Cottesloe Bike Plan 2008-2013.

**STAFF COMMENT**

Only one response was received during the advertised period for response, from a council staff member. Those comments were:

1. More bike racks needed at the beach foreshore, especially near Indianas, and at the Civic Centre.

2. Bike path extensions needed down Curtin Avenue
3. Better links needed between Curtin Avenue and Marine Parade for cyclists.

Items 1 and 3 could be incorporated into a 5 year program for small to medium scale projects to extend and enhance bike facilities in Cottesloe. The need for the Principal Shared Path, which runs from the Perth CBD to Grant Street, to be extended through Cottesloe towards Fremantle is acknowledged and is probably the most strategic of all bike plan proposals.

It is also the most expensive and will rely on major State Government funding as well as a 'final solution' being agreed on and built, for West Coast Highway extension including the Eric Street and Jared Street crossing.

Two other major projects can be considered for further study, to be included in a 5 year program. These are the widening of the dual use path along the west side of Marine Parade (possibly on a new alignment to deal with climate change) and the widening of the Forrest Street footpath to dual use status. Both sections would require funding aids from government grant sources and a construction period of several years.

The other large proposal in terms of strategic change, is the proposal to remove a line of parking bays along Marine Parade, either the east or west side and convert that space into a permanent provision for cyclists and pedestrians.

This is not seen as a high priority need in the near future. The widening of the existing dual use path would create extra capacity for the increasing use by pedestrians and cyclists. Parking is at a premium at the Cottesloe Beach Foreshore and the loss of one full line of parking bays on that street would be seen by many as a major loss.

At this stage, it is proposed that a 5 year plan for cycle path improvements would not initially include the replacement of one line of parking bays in Marine Parade with a cycle/pedestrian facility

## **VOTING**

Simple Majority

## **OFFICER & COMMITTEE RECOMMENDATION**

That Council resolve to:

- (1) Adopt the Town of Cottesloe Bike Plan 2008-2013, unchanged, with the document to be the basis of a 5 year plan for cycling facilities to be provided to Council in February 2009.
- (2) Have the first 5 year plan for cycling facilities address the works listed under "Potential Improvements to Existing Facilities" in the Bike Plan plus give consideration under "Proposed Major Improvements/Studies to the widening of the existing Marine Parade dual use path and the provision of a 3m wide shared use path in Forrest Street from Curtin Avenue to Marine Parade.

**AMENDMENT**

Moved Cr Boland, seconded Mayor Morgan

**That the following be added to the Committee recommendation as point (3):**

**Make a submission to the Minister for Planning that the Perth to Fremantle Principal Shared Path (PSP) extension from Grant Street Railway Station south through Cottesloe along the railway line is long overdue and should be constructed as soon as possible and that a copy of that submission be copied to the Member for Cottesloe.**

Carried 10/0

**12.2.2 COUNCIL RESOLUTION**

Moved Cr Boland, seconded Mayor Morgan

- (1) **Adopt the Town of Cottesloe Bike Plan 2008-2013, unchanged, with the document to be the basis of a 5 year plan for cycling facilities to be provided to Council in February 2009.**
- (2) **Have the first 5 year plan for cycling facilities address the works listed under “Potential Improvements to Existing Facilities” in the Bike Plan plus give consideration under “Proposed Major Improvements/Studies to the widening of the existing Marine Parade dual use path and the provision of a 3m wide shared use path in Forrest Street from Curtin Avenue to Marine Parade.**
- (3) **Make a submission to the Minister for Planning that the Perth to Fremantle Principal Shared Path (PSP) extension from Grant Street Railway Station south through Cottesloe along the railway line is long overdue and should be constructed as soon as possible and that a copy of that submission be copied to the Member for Cottesloe.**

Carried 10/0



## 12.3 FINANCE

### 12.3.1 STATUTORY FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31 OCTOBER, 2008

<b>File No:</b>	<b>SUB/137</b>
<b>Attachment(s):</b>	<a href="#"><u>Statutory Financial Statements</u></a>
<b>Author:</b>	<b>Mr Graham Pattrick</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>
<b>Period Ending:</b>	<b>31 October, 2008</b>
<b>Senior Officer:</b>	<b>Mr Laurie Vicary</b>

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#### SUMMARY

The purpose of this report is to present the Operating Statement, Statement of Assets and Liabilities and supporting financial information for the period ending 31 October, 2008, to Council.

#### STATUTORY ENVIRONMENT

Financial reporting is a statutory requirement under the *Local Government Act 1995*.

#### POLICY IMPLICATIONS

Nil

#### STRATEGIC IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### BACKGROUND

The Financial Statements are presented monthly.

#### CONSULTATION

Nil

#### STAFF COMMENT

The Operating Statement on page 2 of the Financial Statements shows a favourable variance between the actual and budgeted YTD operating surplus of \$150,571 as at 31 October 2008. Operating Revenue is ahead of budget by \$43,494 (1%). Operating Expenditure is \$8,192 (0.02%) less than budgeted YTD. A report on the variances in income and expenditure for the period ended 31 October 2008 is shown on pages 7 & 8.

Expenditure is virtually on budget. There are two minor variances: lower than budgeted expenditure on road maintenance in the area of Transport (\$45,284) and higher Parks and Reserves Maintenance costs (\$56,178) for Recreation & Culture. Revenue has one timing difference under Community Amenities where the Quarterly

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waste debtors were budgeted to go out at the start of the quarter instead of our actual practice of sending them out at the end of the quarter.

The Capital Works Program is listed on pages 20 to 21 and shows total expenditure of \$1,254,753 compared to budget \$1,853,597. The other items of capital are budgeted with some timing differences causing the variance.

## **VOTING**

Simple Majority

### **12.3.1 OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Jack Walsh, seconded Cr Jo Dawkins

**That Council receive the Operating Statement, Statement of Assets and Liabilities and supporting financial information for the period ending 31 October, 2008, as submitted to the 18 November, 2008 meeting of the Works and Corporate Services Committee.**

Carried 10/0

**12.3.2 SCHEDULE OF INVESTMENTS AND SCHEDULE OF LOANS FOR THE PERIOD ENDING 31 OCTOBER, 2008**

**File No:** SUB/150 & SUB/151  
**Author:** Mr Graham Pattrick  
**Author Disclosure of Interest:** Nil  
**Period Ending:** 31 October, 2008  
**Senior Officer:** Mr Laurie Vicary

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**SUMMARY**

The purpose of this report is to present the Schedule of Investments and Schedule of Loans for the period ending 31 October, 2008, to Council.

**STATUTORY ENVIRONMENT**

Financial reporting is a statutory requirement under the *Local Government Act 1995*.

**POLICY IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**BACKGROUND**

The Schedule of Investments and Schedule of Loans are presented monthly.

**CONSULTATION**

Nil

**STAFF COMMENT**

The Schedule of Investments on page 15 of the Financial Statements shows that \$4,478,188.25 was invested as at 31 October, 2008

Reserve Funds make up \$2,440,040.49 of the total invested and are restricted funds. Approximately 35% of the funds are invested with the National Australia Bank, 34% with Bank of Queensland, 24% with BankWest and 7% with the Commonwealth Bank.

The Schedule of Loans on page 16 shows a balance of \$211,191.38 as at 31 October, 2008. There is \$133,263.86 included in this balance that relates to self supporting loans.

**VOTING**

Simple Majority

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**12.3.2 OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Jack Walsh, seconded Cr Jo Dawkins

**That Council receive the Schedule of Investments and Schedule of Loans for the period ending 31 October, 2008, as submitted to the 18 November, 2008 meeting of the Works and Corporate Services Committee.**

Carried 10/0

**12.3.3 ACCOUNTS FOR THE PERIOD ENDING 31 OCTOBER, 2008**

**File No:** SUB/144  
**Author:** Mr Graham Pattrick  
**Author Disclosure of Interest:** Nil  
**Period Ending:** 31 October, 2008  
**Senior Officer:** Mr Laurie Vicary

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**SUMMARY**

The purpose of this report is to present the List of Accounts for the period ending 31 October, 2008, to Council.

**STATUTORY ENVIRONMENT**

Financial reporting is a statutory requirement under the *Local Government Act 1995*.

**POLICY IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**BACKGROUND**

The List of Accounts is presented monthly.

**CONSULTATION**

Nil

**STAFF COMMENT**

The following significant payments are brought to your attention that are included in the list of accounts commencing on page xx of the Financial Statements:

- \$14,595.77 to WA Local Govt Super Fund for staff deductions
- \$10,102.25 to Synergy power usage in August and September 2008
- \$17,056.01 to WA Local Govt Super Fund for staff deductions
- \$14,859.52 to ATO for FBT instalment
- \$11,011.00 to CEMEX for soakwells, slabs & side entry frames
- \$106,821.00 to Shire of Peppermint Grove for quarterly library contributions
- \$16,510.34 to B & N Waste for greenwaste collection in September 2008
- \$25,814.12 to WMRC for disposal and tipping fees
- \$360,723.13 to KMC Group for progress claim for construction at the Civic Centre
- \$28,545.00 to Claremont Asphalt for soakwell installation
- \$23,254.00 to TAPSS for 6 months contribution

- \$13,345.45 to WATC for loan repayment
- \$38,072.73 to transpacific Cleanaway for rubbish collection September 2008
- \$380,000.00 to Sea View Golf Club for the self supporting loan
- \$72,005.41 to ProCott for Special Area Rate monies from y/e 30/6/2008
- \$61,698.39 to Roads 2000 for laying red asphalt on Knowles & Forrest St
- \$13,233.36 to Shire of Peppermint Grove for joint library project
- \$25,465.00 to ProCott for grant for festive lights in town centre
- \$206,182.91 for staff payroll

**VOTING**

Simple Majority

**12.3.3 OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Jack Walsh, seconded Cr Jo Dawkins

**That Council receive the List of Accounts for the period ending 31 October, 2008, as submitted to the 18 November, 2008 meeting of the Works and Corporate Services Committee.**

Carried 10/0

**12.3.4 PROPERTY AND SUNDRY DEBTORS REPORTS FOR THE PERIOD  
ENDING 31 OCTOBER, 2008**

**File No:** SUB/145  
**Author:** Mr Graham Pattrick  
**Author Disclosure of Interest:** Nil  
**Period Ending:** 31 October, 2008  
**Senior Officer:** Mr Laurie Vicary

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**SUMMARY**

The purpose of this report is to present the Property and Sundry Debtors Reports for the period ending 31 October, 2008, to Council.

**STATUTORY ENVIRONMENT**

Financial reporting is a statutory requirement under the *Local Government Act 1995*.

**POLICY IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**BACKGROUND**

The Property and Sundry Debtors Reports are presented monthly.

**CONSULTATION**

Nil

**STAFF COMMENT**

The Sundry Debtors Report on pages 17 to 18 of the Financial Statements shows a balance of \$207,004.79 of which \$83,416.48 relates to the current month. The balance of aged debt greater than 30 days stood at \$123,588.31 of which \$87,187.14 relates to pensioner rebates that are being reconciled by the Senior Finance Officer.

The Property Debtors Report shown as part of the Rates and Charges Analysis on page 19 of the Financial Statements shows a balance of \$2,065,984.52. Of this amount \$234,313.85 and \$314,641.73 are deferred rates and outstanding ESL respectively. As can be seen on the Balance Sheet on page 4 of the Financial Statements, rates as a current asset are \$1,831,670 in 2008 compared to \$1,435,887 last year.

**VOTING**

Simple Majority

**12.3.4 OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Jack Walsh, seconded Cr Jo Dawkins

**That Council:**

- (1) **Receive and endorse the Property Debtors Report for the period ending 31 October, 2008; and**
- (2) **Receive the Sundry Debtors Report for the period ending 31 October, 2008.**

Carried 10/0



**12.4 LATE ITEMS PRESENTED TO WORKS & CORPORATE SERVICES COMMITTEE****12.4.1 ALBION HOTEL – APPLICATION FOR EXTENDED TRADING PERMIT**

**File No:** 535 Stirling Highway, Cottesloe  
**Author:** Ms Ruth Levett  
**Author Disclosure of Interest:** Nil  
**Report Date:** 14 November, 2008  
**Senior Officer:** Mr Laurie Vicary

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**SUMMARY**

The purpose of the report is to advise of the application by the Albion Hotel for an ongoing Extended Trading Permit (ETP). It is recommended that an Intervention be lodged with the Department of Racing, Gaming & Liquor.

**STATUTORY ENVIRONMENT**

*The Liquor Control Act 1988 Part 3, Division 7, S69 (7) states:*

- (7) *A local government to which subsection (4)(b) refers may intervene in proceedings before the licensing authority for the purpose of introducing evidence or making representations —*
- (a) *as to whether premises are suitable to be, or to continue to be, licensed or the subject of a permit;*
  - (b) *as to whether a proposed alteration to, or redefinition of, licensed premises should be approved; and*
  - (c) *on the question of whether, if a particular application were granted, persons who reside, work or worship in the vicinity would be likely to suffer undue offence, annoyance, disturbance or inconvenience,*
- and may submit a report to the licensing authority on those matters.*

**POLICY IMPLICATIONS**

Liquor (Licensed Premises) Policy

*Council will have regard to this policy when:*

- (b) *Considering a request to intervene or raise objections to any licensed premises operating under the requirements of the Liquor control Act 1988.*

**STRATEGIC IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**BACKGROUND**

An application for an ongoing Extended Trading Permit has been lodged with the Department of Racing, Gaming & Liquor by the Albion Hotel. The hours of the ETP are:

Thursday	from 12.00 midnight to 1.00am	Friday
Friday	from 12.00 midnight to 1.00am	Saturday
Saturday	from 12.00 midnight to 1.00am	Sunday

An Objection or Intervention to the application may be lodged with the Department by Wednesday, 19 November 2008.

A Public Interest Assessment has been submitted with the application and is attached for information, refer Attachment 1.

**CONSULTATION**

Nil.

**STAFF COMMENT**

The Albion Hotel has a capacity of 512 patrons, 413 inside and 99 outdoors. Tables and chairs are provided in the majority of the area for seating and for use by patrons consuming food in the restaurant. The remaining areas are a small bar and a pool room and the outdoor enclosed patio area. The ETP application does not include the bottle store.

Entertainment is currently provided by a DJ on Tuesday evenings only when the hotel is required to close at 12.00 midnight.

The hotel has held an Extended Trading Permit since 1991. The hotel has not traded regularly until 1.00am under the current ETP. The purpose of the Permit is to have the flexibility for patrons to commence their evening later and to allow a gradual and orderly dissipation of patrons from the hotel.

Average sales statistics provided by the hotel for the last hour of trading for Friday and Saturday evening are:

a)	midnight close	150.62 transactions
b)	1am close	85.25 transactions

The Town has not received any reports of antisocial behaviour that have been directly attributed to the Albion Hotel. A number of complaints have been recorded within the Town Centre:

Date	Location	Complaint
Saturday night 21 June 2008	Clapham Lane side adjacent to carpark entry. 30 Jarrad St	SITK in large hollow type purple crayon. FSCUK in large hollow type purple crayon.
Saturday night 31 May 2008	Power bollard outside Shop 1, 30 Jarrad Street.	White paint tag on green Western Power bollard

Monday 24 March Easter Holiday	corner Jarrad and railway streets	Painted graffiti on white wall of 30 Jarrad St
Saturday 3 February 2007	30 Jarrad St. corner Jarrad and railway streets	Light cover and globe to exterior of building smashed
25 April 2007	29 Napoleon St	Graffiti tag etched/scratched into glass doors
27 March 2007	30 Jarrad St corner Jarrad and railway streets	3 lengths of Stainless steel and screws removed from above planters
Sunday 17 March 2007	30 Jarrad St corner Jarrad and railway streets	Two puncture holes to façade of wall, \$1,500 damage.

The Police have advised that they have not objected to the application for the ongoing ETP and they have no reports of incidents or antisocial behaviour recorded against the Albion Hotel on their records.

In the event that the Council does not support the ongoing of extended trading hours but does not have a body of evidence to support an Objection to the ETP, there is an opportunity to submit comments to the Department of Racing, Gaming & Liquor in the form of an Intervention.

It is therefore recommended that the most appropriate course of action is for the Town to lodge comments by way of an Intervention for the purpose of bringing issues to the attention of the Department of Racing, Gaming & Liquor. In accordance with S69(7)(c) of the Liquor Control Act refers to "*the question of whether, if a particular application were granted, persons who reside, work or worship in the vicinity would be likely to suffer undue offence, annoyance, disturbance or inconvenience*"

The issues to be addressed in the Intervention are:

- *Community need for extended trading hours;*
- *increased vandalism occurring within the Town Centre late at night;*
- *inconsistency with beachfront hotels' closing times;*
- *impact on the community when patrons leave the beach hotels to take advantage of a further hour trading in the Town Centre;*
- *impact on residences in the vicinity of the Albion Hotel;*
- *insufficient history of the hotel's new owners; and*
- *the lack of public transport and impact on drink driving.*

The intervention, Attachment 2, is to be circulated prior to the meeting.

## VOTING

Simple Majority

**OFFICER RECOMMENDATION**

That Council requests the Administration to submit the attached Intervention to the Department of Racing, Gaming & Liquor for consideration.

**12.4.1 COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Bryan Miller, seconded Cr Victor Strzina

**That Council:**

**Does not support the application by the Albion Hotel for extending trading hours and requests the Administration to submit the attached Intervention to the Department of Racing, Gaming & Liquor for consideration with additional comments supporting Federal and State Government campaigns for the promotion of responsible alcohol consumption and harm minimisation.**

Carried 8/2

**12.4.2 2008 MAINPEAK PADDLESPORTS BAY 2 BEACH EVENT**

Mr Vicary presented correspondence from Canoeing Western Australia Inc to Council requesting permission to setup the finishing area at Cottesloe Beach from 11.30am until 1pm on Sunday November 30<sup>th</sup> 2008. Copy attached.

This is the third request for an organised beach activity in November and is therefore beyond the authority of the Acting Chief Executive Officer to approve.

**12.4.2 COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Jack Walsh, seconded Cr Jo Dawkins

**That Council approve the 2008 Mainpeak Paddlesports Bay 2 Beach Paddle event to finish at Cottesloe Beach on Sunday November 30<sup>th</sup> 2008 at 11.30am with organisers and participants to vacate by 1.00pm.**

Carried 10/0

### 13 STRATEGIC PLANNING COMMITTEE

Due to an absence of a quorum at the Strategic Planning Committee meeting held on Wednesday 19 November there are no committee recommendations for these items.

#### 13.1 GENERAL

##### 13.1.1 DRAFT POLICY - ASSETS WITH REALISABLE VALUE

**File No:** SUB/108  
**Author:** Mr Geoff Trigg  
**Attachments:** [Local Government Act 1995 3.58 & 3.59](#)  
**Author Disclosure of Interest:** Nil  
**Report Date:** 9 October, 2008  
**Senior Officer:** Mr Stephen Tindale

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#### SUMMARY

As part of its adopted "Future Plan – 2006/2010", Council has as one of its strategies as a priority the following:

Strategy 5.1: Adopt a policy position on assets that have a realisable value such as the depot and sumps.

This report presents a draft policy on this matter for Councils consideration and recommends:

*That Council advertise for public comment the draft policy "Assets with Realisable Value", with the results of the process to be considered by Council in the February 2009 meeting.*

#### STATUTORY ENVIRONMENT

Council is under no statutory obligation to either retain or dispose of any of its existing assets. If a substantial land sale is to be considered, as in the cases of the three drainage sumps sold in recent years, Sections 3.58 and 3.59 of the Local Government Act, 1995, apply – see 'Attachments'.

#### BACKGROUND

Council has sold, by public auction, three drainage sump properties the drain function of which had been removed. The funds generated allowed Council to undertake a range of public works without significant impact on rates income.

There are other properties, particularly the existing Council depot site, which this or a future Council may wish to dispose of, to relocate the realisable value into other assets of public works to the benefit of residents and rate payers within the Town of Cottesloe.

A policy has therefore been requested to detail reasons and actions required when existing assets are to be considered for sale.

### **CONSULTATION**

Once adopted by Council, the draft policy would be required to be advertised for public comments before Council could adopt the policy in its final version. Any substantial sale of land assets, under Sections 3.58 and 3.59 of the Local Government Act 1995 would require the advertising for public comments, of a Business Plan for such a sale.

### **STAFF COMMENT**

The following draft policy is self explanatory when combined with the Background details.

## **SALE OF ASSETS WITH REALISABLE VALUE**

### **(1) OBJECTIVES:**

- 1.1 to provide a format for the consideration of the retention of land holdings, infrastructure and assets in regards to their relevance to the strategic direction of the Town of Cottesloe.
- 1.2 To create a process that provides to Council the capacity to create and maintain all public use land and infrastructure to fulfil community objectives of life style, public facilities and effective administration.
- 1.3 To keep a list of Council's land holdings, infrastructure and assets relevant and targeted to community needs, whilst retaining options for future needs, opportunities and the changing direction of Local Government provisions.

### **(2) PRINCIPLES:**

- 2.1 Council shall, from time to time, reconsider its holdings of 'fee simple' lands, infrastructure and other assets to ensure that all such items have a current useful community purpose or provide an opportunity in the future for such a purpose.
- 2.2 All such items will go through a retention assessment.
- 2.3 Council's restricted financial capacity, the growing concerns with public safety/liability and the public requirement for clarity of purpose, relevance of expenditure and priority allocation towards the maximum public good, will be considerations of this retention assessment.
- 2.4 The proposed sale by Council of any land holding shall be subject to the full public notification and consultation requirements of Council's Public Consultation Policy and Sections 3.58 and 3.59 of the Local Government Act, 1995.

**(3) ISSUES:**

- 3.1 'Fee Simple' land holdings held by Council for many years can become 'sacred cows' which are normally not considered for disposal, regardless of their practical value to the community.
- 3.2 Council 'fee simple' properties tie up valuable land which could be made available for sale if such infrastructure and service provisions are relocated to reserve or crown land sites.
- 3.3 With the changing roles and responsibilities of local government, it makes sense to provide and plan for future needs in respect of 'spare' land. Such land should be crown or reserve land at no cost to Council, rather than fee-simple land.
- 3.4 Council needs to apply a retention assessment test on land holdings, infrastructure and assets. Land purchased in the past to meet the needs of the past may be capable of being converted to income in order to fund the needs of the present and the future.
- 3.5 Land holdings and buildings can cost Council considerable maintenance costs over many years when their need may no longer exist or private facilities in the area may have replaced their role.

**(4) POLICY:**

- 4.1 Council shall, at regular intervals, consider its holdings of 'fee simple' lands, infrastructure assets, machinery and buildings to ensure all such items either have a current useful purpose or provide an opportunity in the future for a useful community function.
- 4.2 All such items should go through a retention assessment.
- 4.3 Factors applying to a retention assessment shall include:
  - Statutory influences (restrictions or limitations – eg zoning)
  - Existing use
  - Potential future use
  - Size and location
  - Conservation value
  - Site constraints and opportunities
  - Current maintenance issues
- 4.4 When considering potential land sales, any decisions shall reflect on the current and projected financial or economic position of the Town of Cottesloe at the time. Factors for consideration will include the accumulation of reserves for Capital Works, Forward Works programs and Projected Financial Plans, all of which will collectively aid in the



determination as to whether short term gain or long term revenue is a preferred outcome. The provisions of Item 1.2 shall not be overlooked.

- 4.5 If the decision is made to sell a property and current use of that property is made by a government department that department will be first contacted regarding the possible sale to the department to allow the ongoing use for the existing purpose.

### **POLICY IMPLICATIONS**

This report proposes a new policy for the disposal of assets with a realisable value.

### **STRATEGIC IMPLICATIONS**

This item intends to provide a policy for the disposal of assets with a realisable value, to meet the requirements of Strategy 5.1 of Councils Future Plan 2006-2010.

### **FINANCIAL IMPLICATIONS**

None for the 2008/09 Financial Year. There is potential for an impact on a future budget year, particularly regarding the possible sale of the Cottesloe Council Depot site.

### **VOTING**

Simple Majority

### **13.1.1 OFFICER RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Jack Walsh, seconded Cr Jo Dawkins

**That Council advertise for public comment the draft policy “Assets with Realisable Value”, with the results of the process to be considered by Council in the February 2009 meeting.**

Carried 10/0

TOWN OF COTTESLOE POLICY
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**SALE OF ASSETS WITH REALISABLE VALUE****(1) OBJECTIVES:**

- 1.1 To provide a format for the consideration of the retention of land holdings, infrastructure and assets in regards to their relevance to the strategic direction of the Town of Cottesloe.
- 1.2 To create a process that provides to Council the capacity to create and maintain all public use land and infrastructure to fulfil community objectives of life style, public facilities and effective administration.
- 1.3 To keep a list of Council's land holdings, infrastructure and assets relevant and targeted to community needs, whilst retaining options for future needs, opportunities and the changing direction of Local Government provisions.

**(2) PRINCIPLES:**

- 2.1 Council shall, from time to time, reconsider its holdings of 'fee simple' lands, infrastructure and other assets to ensure that all such items have a current useful community purpose or provide an opportunity in the future for such a purpose.
- 2.2 All such items will go through a retention assessment.
- 2.3 Council's restricted financial capacity, the growing concerns with public safety/liability and the public requirement for clarity of purpose, relevance of expenditure and priority allocation towards the maximum public good, will be considerations of this retention assessment.
- 2.4 The proposed sale by Council of any land holding shall be subject to the full public notification and consultation requirements of Council's Public Consultation Policy and Sections 3.58 and 3.59 of the Local Government Act, 1995.

**(3) ISSUES:**

- 3.1 'Fee Simple' land holdings held by Council for many years can become 'sacred cows' which are normally not considered for disposal, regardless of their practical value to the community.
- 3.2 Council 'fee simple' properties tie up valuable land which could be made available for sale if such infrastructure and service provisions are relocated to reserve or crown land sites.
- 3.3 With the changing roles and responsibilities of local government, it makes sense to provide and plan for future needs in respect of 'spare'

land. Such land should be crown or reserve land at no cost to Council, rather than fee-simple land.

- 3.4 Council needs to apply a retention assessment test on land holdings, infrastructure and assets. Land purchased in the past to meet the needs of the past may be capable of being converted to income in order to fund the needs of the present and the future.
- 3.5 Land holdings and buildings can cost Council considerable maintenance costs over many years when their need may no longer exist or private facilities in the area may have replaced their role.

**(4) POLICY:**

- 4.1 Council shall, at regular intervals, consider its holdings of 'fee simple' lands, infrastructure assets, machinery and buildings to ensure all such items either have a current useful purpose or provide an opportunity in the future for a useful community function.
- 4.2 All such items should go through a retention assessment.
- 4.3 Factors applying to a retention assessment shall include:
  - Statutory influences (restrictions or limitations – eg zoning)
  - Existing use
  - Potential future use
  - Size and location
  - Conservation value
  - Site constraints and opportunities
  - Current maintenance issues
- 4.4 When considering potential land sales, any decisions shall reflect on the current and projected financial or economic position of the Town of Cottesloe at the time. Factors for consideration will include the accumulation of reserves for Capital Works, Forward Works programs and Projected Financial Plans, all of which will collectively aid in the determination as to whether short term gain or long term revenue is a preferred outcome. The provisions of Item 1.2 shall not be overlooked.
- 4.5 If the decision is made to sell a property and current use of that property is made by a government department that department will be first contacted regarding the possible sale to the department to allow the ongoing use for the existing purpose.

**RESOLUTION NO:**

**ADOPTION:**

**REVIEW:**

**13.1.2 SUSTAINABILITY HEALTH CHECK REPORT - PROGRESS REPORT**

**File No:** SUB/132  
**Author:** Ms Jade Hankin  
**Author Disclosure of Interest:** Nil  
**Report Date:** 13 November, 2008  
**Senior Officer:** Mr Laurie Vicary

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**SUMMARY**

As part of the Sustainability Officer's portfolio a recommendation was made in September 2008 to assess and review the Town of Cottesloe's organisational sustainability, utilising the framework of the NSW Local Government Sustainability Health Check (SHC).

This process has begun, and this report outlines the progress so far.

**STATUTORY ENVIRONMENT**

There are various pieces of legislation that identify the importance of sustainability at both a global and local level.

**Global**

In 1987, under the authority of the United Nations Brundtland Commission, *the Brundtland Report* was released. This report deals with sustainable development and the change of politics needed for achieving that. The commission was originally created to address growing concern about the accelerating deterioration of the human environment and natural resources and the consequences of that deterioration for economic and social development. In establishing the commission, the UN General Assembly recognised that environmental problems were global in nature and determined that it was in the common interest of all nations to establish policies for sustainable development. In the *Brundtland Report* 'Sustainable Development' is outlined as "development that meets the needs of the present without compromising the ability of future generations to meet their own needs."

**Local**

*ICLEI – Local Governments for Sustainability (ICLEI) is an international, not for-profit association of local governments and local government organizations that have made a commitment to sustainable development. ICLEI's mission is to build a movement of councils to achieve tangible improvements in environmental conditions through the cumulative impact of local action.*

The Town of Cottesloe is involved in the ICLEI program, with both the Cities for Climate Protection (CCP) program and the Water Campaign. The program works through the establishment of goals and the meeting of these goals over a period of time, through a range of actions.

**BACKGROUND****The Concept of Sustainability**

Organisations are increasingly attempting to incorporate sustainability practices and management systems into their operations. Local governments in Western Australia are particularly recognising the need for improved sustainability management. The *Local Government Act 1995* was amended in 2004 to require that the function of Local Government be related to sustainability.

Section 1(3) (3) of the Act now states: In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity. However there is no guidance or standard available to assist Local Councils to manage this process or ensure that objectives and targets are met. This Health Check can provide standardisation.

### **Sustainability Health Check**

The Sustainability Health Check produced by Sustainable Futures Australia, the Local Government Managers Association (NSW), and Department of Environment and Conservation (NSW) is a tool to assist councils in their transition to sustainability. It allows councils to assess and monitor to what extent sustainability principles are understood and used in their social, economic and environmental decision-making.

The *NSW Local Government Sustainability Health Check* (SHC) is a management tool that can improve a council's performance by integrating the different elements and principles of sustainability throughout the organisation. It focuses on corporate systems, strategic planning and operations. It also examines the relationships councils have with their communities, including leadership, promoting change and being responsive to community needs, The SHC helps councils identify weaknesses and strengths, and opportunities and ways to improve their overall sustainability.

### **CONSULTATION**

Consultation has occurred with the following senior managers:

- Laurie Vicary, Acting Chief Executive Officer
- Jade Hankin, Sustainability Officer
- Graham Pattrick, Manager, Corporate Services
- Geoff Trigg, Manager, Engineering Services

Consultation has, and will continue to occur with Amy Rayner, Town of Cambridge Sustainability Officer, who is undertaking a similar process at the Town of Cambridge. A meeting is scheduled for 20 Nov 2008 to discuss progress so far.

### **STAFF COMMENT**

Undertaking of the SHC has consisted of two brainstorming sessions with the abovementioned managers and CEO at the Town of Cottesloe. These were held on 28 October and 5 November 2008.

The following worksheets were addressed:

1. Corporate Systems;
2. Strategic Planning;

3. Operations and Activities;
4. Leading by Example;
5. Promoting Change; and
6. Listening and Responding.

Each of these contained the following areas for consideration:

- Answers and Notes
- Issues and Challenges; and
- Ideas and Future Actions

After providing answers and comments, each question under the worksheets were ranked (there were between 4 and 6 questions for each). This was based on the following system:

0	Not at all/Never	Council is not applying this sustainability initiative to any meaningful degree within the organisational system or relationship
1	Slightly/Occasionally	Council is slightly or occasionally applying this sustainability initiative.
2	Moderately/Sometimes	Council is moderately or sometimes applying this sustainability initiative.
3	Well/Most of the time	Council is applying this sustainability initiative well and most of the time.
4	Very well/All of the time	Council is applying this sustainability initiative very well and almost all of the time.

These rankings contributed to an overall score for the particular worksheet (area of assessment). This shows where we are doing well or where there is room for improvement compared to other areas.

The results are currently being coordinated by the Sustainability Officer and a follow up meeting with managers and the CEO to discuss observations and outcomes is scheduled for 20 Nov 2008.

From this recommendations and actions for implementation will be considered and incorporated into the final report for council in Feb 2009.

### **POLICY IMPLICATIONS**

The development and/or review of various policies may come out of undertaking the Sustainability Health Check. One such observation so far has been the development of an all encompassing 'Sustainability Policy' for council operations.

## STRATEGIC IMPLICATIONS

The outcome of this will have implications with Section 4: Underpinning sustainability principles, in the Town of Cottesloe's Future Plan: This section states:

*Under legislation, the council is required to meet the needs of current and future generations in a sustainable way. In carrying out its functions, the council is committed to the 4 inter-connected principles of sustainability:*

**1. Sustainable development:** *To embrace and integrate sustainable development principles including social, economic, environmental and cultural aspects when planning for the district.*

**2. Community participation:** *Effective community participation in decisions about the district and its future.*

**3. Good governance:** *Leadership, transparency, accountability, probity, proper management, effective services, equitable access to services, commitment to partnership working and organisational capacity building.*

**4. Co-operation:** *The exchange of good practice, support and mutual learning and partnerships with government and other stakeholders to progress the Town.*

*To ensure that sustainable principles will be incorporated into major strategies council will use its policy making role to set out criteria that will assist the council to make decisions in the interests of the community and its future. Major strategies will go through a sustainability and capacity assessment process before the council makes a final commitment to move forward.*

Undertaking the Sustainability Health Check (SHC) will provide a benchmark for where the Town of Cottesloe is at in terms of sustainability policies, systems and management.

## FINANCIAL IMPLICATIONS

There are no required financial implications in undertaking an initial assessment of council operations utilising the SHC.

## VOTING

Simple Majority

### 13.1.2 OFFICER RECOMMENDATION & COUNCIL RESOLUTION

Moved Mayor Morgan, seconded Jay Birnbrauer

**That Council:**

- (1) **Note the content of this progress report for the Sustainability Health Check.**
- (2) **Note the final report will be presented to Council in February 2009.**

Carried 10/0

**13.1.3 ACTION PLAN**

**File No:** SUB/108  
**Author:** Mr Graham Pattrick  
**Attachments:** [Action Plan](#)  
**Author Disclosure of Interest:** Nil  
**Report Date:** 14 November, 2008  
**Senior Officer:** Mr Laurie Vicary

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**SUMMARY**

Following the adoption in July 2007 of the *Future Plan 2006 – 2010* for the Town of Cottesloe, an *Action Plan* has been prepared and is now submitted for the consideration of the Committee.

**BACKGROUND**

The following strategies were identified by Council as priorities for 2008/09 at its September 2008 meeting.

- 1.2 Reduce beachfront hotel numbers to a sustainable level.
- 1.5 Identify increased opportunities to use existing facilities or provide new venues for formal community cultural events and activities.
- 2.1 Produce a draft Structure Plan for consultation purposes showing the sinking of the railway and realignment of Curtin Avenue together with 'what's possible' in terms of sustainable redevelopment and pedestrian and traffic links.
- 3.1 Develop the 'Foreshore Vision and Master Plan' in consultation with the community.
- 3.4 Introduce electronically timed parking.
- 4.1 Develop planning incentives for heritage properties.
- 4.5 Consider undeveloped Government owned land for higher density development provided there is both public support and benefit for the Cottesloe community.
- 5.1 Adopt a policy position on assets that have a realisable value such as the Depot and Sumps.
- 5.2 Subject to the satisfactory resolution of land tenure, design and funding requirements, progress the development of new joint library facilities.
- 5.3 Develop an integrated Town Centre plan to improve all aspects of the infrastructure of the Town Centre.
- 5.6 Develop a long term asset management plan and accompanying financial plan.
- 6.1 Further improve the community consultation policy in recognition that there are different techniques for different objectives.
- DP1 Complete the Civic Centre additions and renovations on budget and on time.



- DP2 Complete the adoption of Local Planning Scheme No. 3 including the preparation of all draft policies to a stage where they can be advertised for public comment.
- DP3 Report on the proposed tasks identified in the Climate Change Vulnerability study and their impacts, priorities and applicability to the Town of Cottesloe

**CONSULTATION**

N/A.

**STAFF COMMENT**

This agenda item represents an opportunity for committee members to review progress and provide informal feedback on where staff should be headed in terms of implementing individual actions.

**POLICY IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**VOTING**

Simple Majority

**OFFICER RECOMMENDATION**

Moved Mayor Morgan, seconded Bryan Miller

- (1) That the Committee receive the updated *Action Plan* report and provide feedback to the CEO and senior staff present at the meeting on agreed modifications to the *Action Plan*.
- (2) That Council receive the updated *Action Plan* report.

**13.1.3 COUNCIL RESOLUTION**

That Council receive the updated *Action Plan* report.

Carried 10/0

Note: As there had not been a meeting of the Committee the point (1) in the Officer's Recommendation was considered to be superfluous.

**14 ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

**Increased Police Patrols along the Beach Front**

Moved Cr Ian Woodhill, seconded Cr Patricia Carmichael

**That as a matter of urgency that the Mayor and Acting CEO approach the Acting Senior Sargent to discuss with him the need to provide an increased number of on-foot police patrols for three of the five next weekends leading up to Christmas and over the New Year.**

Carried 10/0

**Liquor Licensing Working Group**

Moved Mayor Morgan, seconded Cr Victor Strzina

**As a matter of urgency that the Liquor Licensing Working Group is re-establish to oversee the implementation of section 64 action.**

Carried 8/2

**16 MEETING CLOSURE**

The Mayor announced the closure of the meeting at 8.40pm.

CONFIRMED: MAYOR ..... DATE: ..... / ..... / .....