

TOWN OF COTTESLOE



ATTACHMENTS

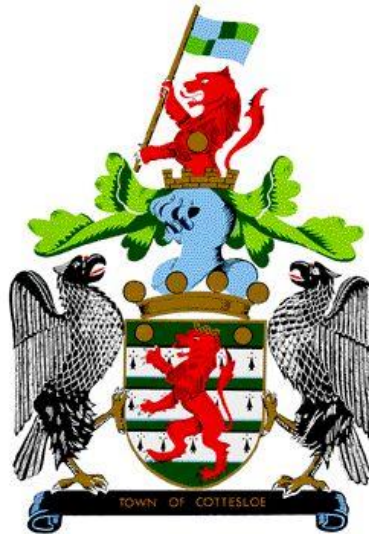
ORDINARY COUNCIL MEETING – 25 JUNE 2024

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
10.1 REPORTS OF OFFICERS		
CORPORATE AND COMMUNITY SERVICES		
10.1.1	MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2023 TO 30 APRIL 2024	
10.1.1(a)	AGENDA ATTACHMENT - MONTHLY FINANCIAL REPORT 1 JULY 2023 TO 30 APRIL 2024.....	2
10.1.2	TOWN OF COTTESLOE INNOVATE RAP	
10.1.2(a)	NOTES RAWG - 5 JUNE 2024.....	45
DEVELOPMENT AND REGULATORY SERVICES		
10.1.3	WESTERN CENTRAL LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS REVIEW	
10.1.3(a)	DRAFT WESTERN CENTRAL LOCAL EMERGENCY MANAGAEMENT ARRANGEMENTS.....	53
ENGINEERING SERVICES		
10.1.4	GREEN INFRASTRUCTURE STRATEGY PUBLIC CONSULTATION	
10.1.4(a)	ELEMENT - COMMUNITY ENGAGEMENT PLAN - COTTESLOE GREEN INFRASTRUCTURE STRATEGY	79
10.1.4(b)	ELEMENT - DRAFT GIS SURVEY - UPDATED 11 JUNE 2024	102
10.1.4(c)	GREEN INFRASTRUCTURE STRATEGY_WITH COUNCIL AMENDMENTS - FINAL - JUNE 2024	123
10.1.4(d)	NATURAL AREAS MANAGEMENT PLAN - ASSESSMENT SUMMARY REPORT 2022_V3_FINAL-3.1-JBDP TABLE UPDATE.....	129
10.1.4(e)	STREET TREE MASTERPLAN - 2017 VERSION WITH COUNCIL APPROVED SPECIES UPDATES - JUNE 2024.....	177
10.1.5	3 LILLIAN STREET TREE REMOVAL REQUEST	
10.1.5(a)	ATTACHMENT A - 3 LILLIAN STREET - COMBINED EMAIL AND SUBMISSION REDACTED	191
10.1.5(b)	ATTACHMENT B - COMBINED EMAILS - 3 LILLIAN ST - MANAGER PARKS AND OPERATIONS.....	204
10.1.5(c)	ATTACHMENT C - 11 MARGARET STREET - REMOVAL OF VERGE TREE - COUNCILLOR MOTION - FEBRUARY 2019	209

10.1.5(d) ATTACHMENT D - CLIVE ROAD TREE REMOVAL MINUTES -
OCTOBER 2021 213

TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.1A:
AGENDA ATTACHMENT - MONTHLY FINANCIAL
REPORT 1 JULY 2023 TO 30 APRIL 2024**

TOWN OF COTTESLOE



MONTHLY FINANCIAL STATEMENTS

FOR THE PERIOD 1 JULY 2023 TO 30 APRIL 2024

PRESENTED TO THE COUNCIL MEETING
ON 25 JUNE 2024

TOWN OF COTTESLOE
MONTHLY FINANCIAL REPORT
For the Period Ended 30 April 2024

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Compilation Report	
Monthly Summary Information	
Statement of Financial Activity By Nature or Type	
Statement of Financial Position	
Statement of Capital Acquisitions and Capital Funding	
Statement of Budget Amendments	
Note 1	Significant Accounting Policies
Note 2	Explanation of Material Variances
Note 3	Determination of Surplus or Deficit
Note 4	Cash and Investments
Note 5	Budget Amendments
Note 6	Receivables
Note 7	Cash Backed Reserves
Note 8	Capital Disposals
Note 9	Rating Information
Note 10	Information on Borrowings
Note 11	Grants and Contributions
Note 12	Trust
Note 13	Details of Capital Acquisitions
Note 14	List of Accounts

Town of Cottesloe
Compilation Report
For the Period Ended 30 April 2024

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

Overview

Summary reports and graphical progressive graphs are provided as part of the the Monthly Summary Information. No matters of significance are noted.

Statement of Financial Activity by reporting program

This shows a surplus as at 30 April 2024 of \$4,824,190.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

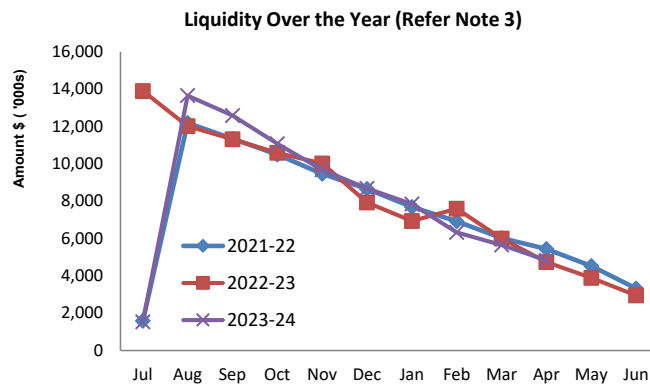
Preparation

Prepared by: Wayne Richards

Reviewed by: Sheryl Teoh

Date prepared: 31/05/2024

Town of Cottesloe
Monthly Summary Information
For the Period Ended 30 April 2024

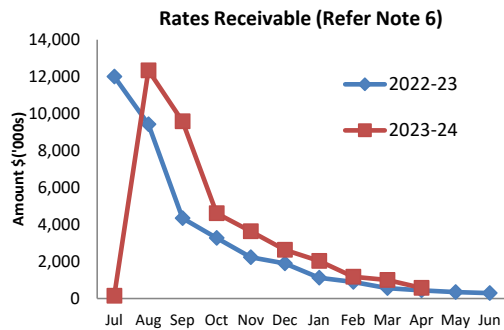


Cash and Cash Equivalents
as at period end

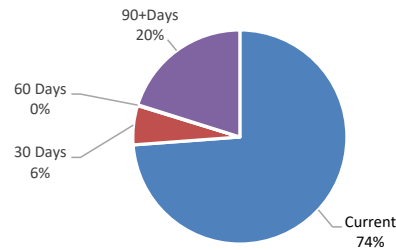
Unrestricted	\$ 6,404,869
Restricted	\$ 8,837,584
	<u>\$ 15,242,453</u>

Receivables

Rates	\$ 574,176
Other	\$ 929,341
	<u>\$ 1,503,517</u>



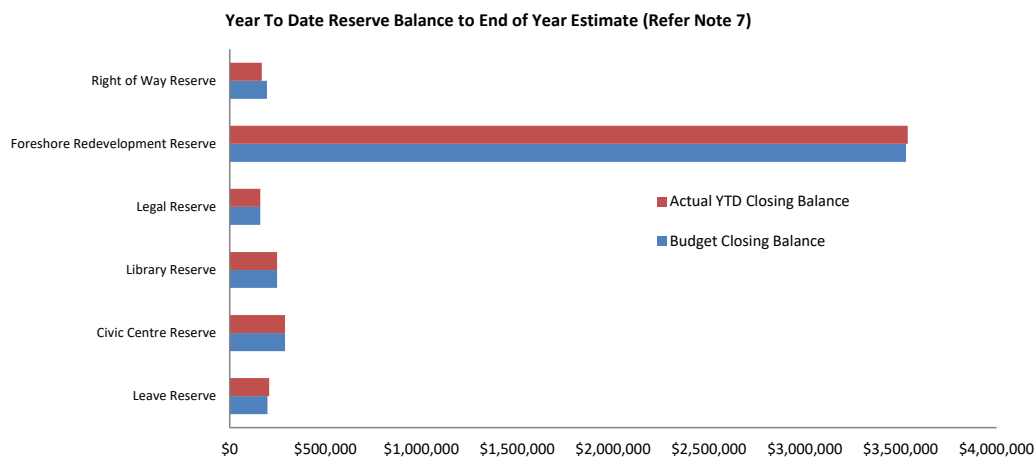
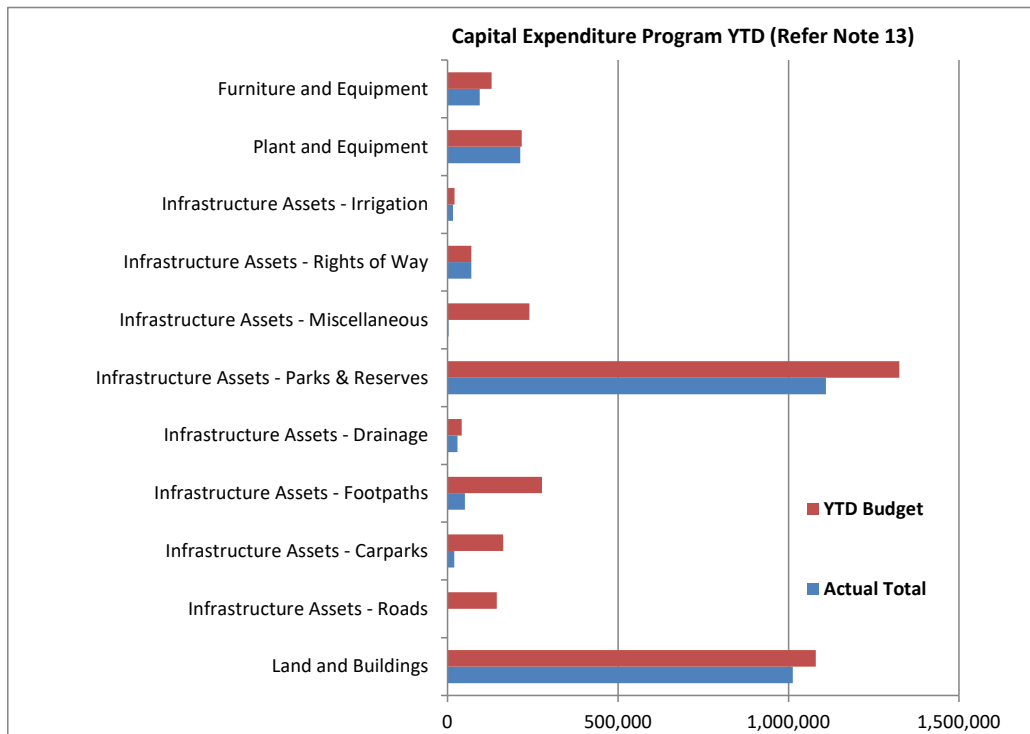
Accounts Receivable Ageing (non- rates)
(Refer Note 6)



Comments

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

Town of Cottesloe
Monthly Summary Information
For the Period Ended 30 April 2024

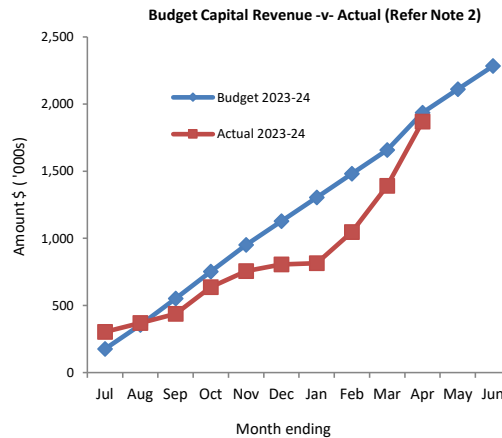
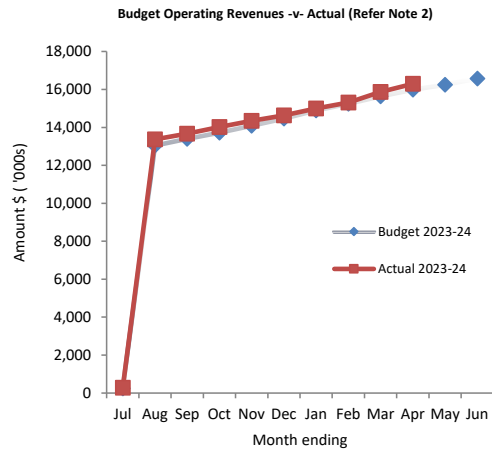


Comments

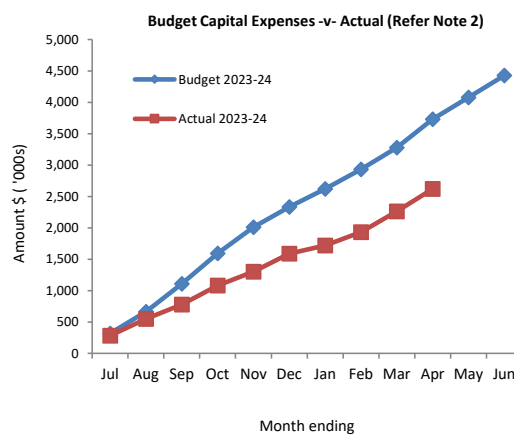
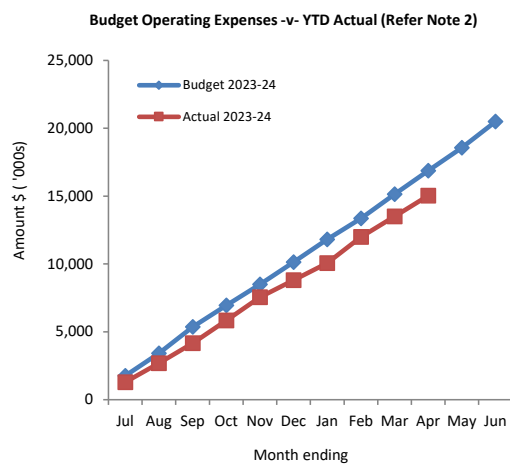
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Town of Cottesloe
Monthly Summary Information
For the Period Ended 30 April 2024

Revenues



Expenditure



Comments

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

TOWN OF COTTESLOE
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 April 2024

		YTD Actual (b)	Revised YTD Budget (a)	Revised Annual Budget	Original Annual Budget	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
Note		\$	\$	\$	\$	\$	%
Operating Revenues							
Rates	9	12,493,368	12,447,290	12,447,290	12,417,290	46,078	0%
Operating Grants, Subsidies & Contributions	11	91,027	162,806	186,351	186,351	(71,779)	(44%)
Fees and Charges		2,849,974	2,714,010	3,056,373	3,166,373	135,964	5%
Interest Earnings		649,579	526,600	623,572	623,572	122,979	23%
Other Revenue		123,401	99,071	182,988	182,987	24,330	25%
Profit on Disposal of Assets	8	85,234	55,000	55,000	0	30,234	55%
Total Operating Revenue		16,292,583	16,004,777	16,551,574	16,576,573	287,806	
Operating Expense							
Employee Costs		(5,793,944)	(6,085,889)	(7,324,850)	(7,274,850)	291,945	5%
Materials and Contracts		(5,656,269)	(7,121,211)	(8,697,465)	(8,681,565)	1,464,942	21%
Utility Charges		(252,065)	(313,194)	(382,714)	(377,714)	61,129	20%
Depreciation on Non-Current Assets		(2,606,436)	(2,717,954)	(3,261,295)	(3,261,295)	111,518	4%
Interest Expenses		(157,889)	(155,736)	(186,872)	(186,872)	(2,153)	(1%)
Insurance Expenses		(196,846)	(203,231)	(246,011)	(246,011)	6,385	3%
Other Expenditure		(370,035)	(358,190)	(437,384)	(465,284)	(11,845)	(3%)
Loss on Disposal of Assets	8	0	0	0	0	0	
Total Operating Expenditure		(15,033,484)	(16,955,405)	(20,536,591)	(20,493,591)	1,921,921	
Funding Balance Adjustments							
Add back Depreciation		2,606,436	2,717,954	3,206,295	3,261,295	(111,518)	(4%)
Adjust (Profit)/Loss on Asset Disposal	8	(85,234)	0	0	0	(85,234)	
Other Provisions		(114,500)	0	0	0	(114,500)	
Net Cash from Operations		3,665,801	1,767,326	(778,722)	(655,723)	1,898,475	
Capital Revenues							
Grants, Subsidies and Contributions	11	1,724,980	1,811,876	2,357,321	2,134,341	(86,896)	(5%)
Proceeds from Disposal of Assets	8	143,681	124,180	149,000	149,000	19,501	16%
Total Capital Revenues		1,868,661	1,936,056	2,506,321	2,283,341	(67,395)	

TOWN OF COTTESLOE
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 April 2024

		YTD Actual (b)	Revised YTD Budget (a)	Revised Annual Budget	Original Annual Budget	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
Note		\$	\$	\$	\$	\$	%
Capital Expenses							
	13	(94,769)	(129,164)	(131,000)	(131,000)	34,395	27%
	13	(1,012,551)	(1,080,000)	(1,237,300)	(1,190,000)	67,449	6%
	13	(213,616)	(217,694)	(261,210)	(261,210)	4,078	2%
	13	0	(144,735)	(356,420)	(66,950)	144,735	100%
	13	(19,544)	(163,446)	(206,133)	(241,133)	143,902	88%
	13	(51,283)	(276,716)	(332,031)	(332,031)	225,433	81%
	13	(29,485)	(41,670)	(50,000)	(50,000)	12,185	29%
	13	(1,109,616)	(1,325,238)	(1,760,599)	(1,790,829)	215,622	16%
	13	(3,290)	(240,266)	(240,266)	(240,266)	236,976	99%
	13	(69,730)	(69,730)	(78,200)	(104,000)	0	0%
	13	(16,435)	(20,500)	(20,500)	(20,000)	4,065	20%
		(2,620,319)	(3,709,159)	(4,673,659)	(4,427,419)	1,088,840	
		(751,658)	(1,773,103)	(2,167,338)	(2,144,078)	1,021,445	
Financing							
		33,534	33,912	67,823	67,823	(378)	(1%)
	7	0	0	1,568,742	1,464,952	0	
		(433,108)	(395,322)	(413,726)	(428,330)	(37,786)	(10%)
	7	(275,879)	(250,012)	(648,254)	(567,224)	(25,867)	(10%)
		(675,453)	(611,422)	574,585	537,221	(64,031)	
Net Operations, Capital and Financing							
		2,238,690	(617,199)	(2,371,475)	(2,262,580)	2,855,889	
Opening Funding Surplus(Deficit)							
	3	2,585,500	2,585,500	2,585,500	2,262,580	0	0%
Closing Funding Surplus(Deficit)							
	3	4,824,190	1,968,301	214,025	0	2,855,889	

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

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

TOWN OF COTTESLOE
STATEMENT OF FINANCIAL POSITION
For the Period Ended 30 April 2024

		2023-2024 YTD Actual	2022-2023 Actual
		\$	
CURRENT ASSETS			
Receivables - Rates			
Rates		454,704	172,211
Emergency Services Levies		115,164	44,112
Rates and ESL Rebates		129,065	0
Receivables - Sundry Debtors			
Accounts Receivable - Debtors		150,901	60,100
Provision for Doubtful Debts - Debtors		(22,046)	(17,495)
Accounts Receivable - Infringements		470,083	460,952
Provision for Doubtful Debts - Infringements		(345,266)	(293,563)
LSL from other LG's		41,133	41,133
LEMAC funding		0	(36,165)
Other		84,040	98,627
Accrued Income		103,977	273,998
Prepayments		209,144	124,431
Loans	Self Supporting Loans	34,279	67,813
Inventories	Inventories	31,820	31,820
	Provision for Obsolescence - Inventories	(22,700)	(22,700)
Other		(95)	(45)
Cash Assets			
	Municipal Account	4,374,390	3,381,795
	Till Floats & Petty Cash	1,300	1,300
	Term Investments	2,029,179	2,026,947
	Restricted - Reserves	8,559,306	8,283,427
	Restricted - Trust Deposits	278,278	679,727
TOTAL CURRENT ASSETS		16,676,656	15,378,425
CURRENT LIABILITIES			
Payables		1,206,386	965,735
Trust		278,278	679,727
Accrued Expenses		46,716	445,552
Accrued Payroll		94,761	49,124
Accrued Interest		19,245	139,044
Income in Advance		362,014	1,069,957
ATO Liabilities		0	0
Bonds - other creditors		885,044	734,465
Interest Bearing Liabilities		(15,622)	352,460
Lease Liability		726	61,069
Long Service Leave to other LG's		21,803	21,803
Provisions		1,309,609	1,301,256
TOTAL CURRENT LIABILITIES		4,208,960	5,820,192

TOWN OF COTTESLOE
STATEMENT OF FINANCIAL POSITION
For the Period Ended 30 April 2024

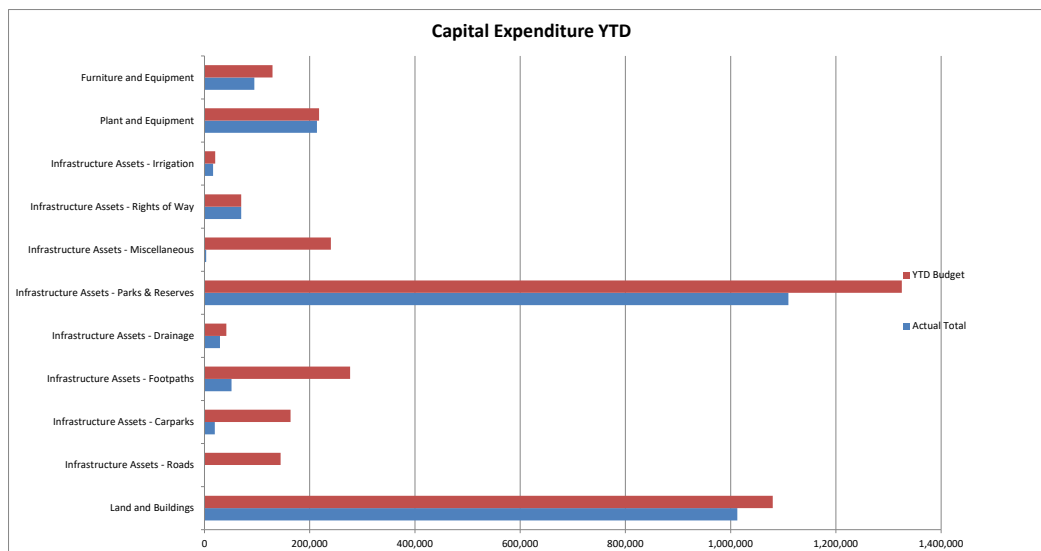
	2023-2024 YTD Actual \$	2022-2023 Actual
NON CURRENT ASSETS		
Receivables		
Deferred Rates	119,472	119,472
Deferred ESL	17,388	17,388
Self Supporting Loans	143,778	143,778
Long Service Leave from other LG's	69,277	69,277
Financial Assets at fair value through profit and loss		
Units in WALGA House Trust	122,234	122,234
Right of Use Assets	1,126,251	1,125,700
Property Plant and Equipment		
Furniture and Equipment	740,042	728,053
Land and Buildings	70,517,872	70,195,602
Plant and Equipment	727,612	739,241
Equity Investments	601,527	601,527
Infrastructure		
Roads	33,212,958	33,923,442
Car Parks	3,432,194	3,521,545
Footpaths	6,143,449	6,224,240
Drainage	9,326,843	9,413,158
Parks and Reserves	6,265,041	5,315,856
Miscellaneous	8,272,571	8,616,203
Street Furniture	383,693	415,132
Right of Ways	2,203,261	2,175,750
Irrigation	93,504	91,250
TOTAL NON CURRENT ASSETS	143,518,967	143,558,848
NON CURRENT LIABILITIES		
Payables	56,897	171,397
Interest Bearing Liabilities		
Debentures	2,108,097	2,108,097
Lease Liabilities	1,136,348	1,136,348
Long Service Leave to other LG's	0	0
Provisions	109,248	109,248
TOTAL NON CURRENT LIABILITIES	3,410,590	3,525,090
NET ASSETS	152,576,073	149,591,991
EQUITY		
Reserves - Cash Backed	8,559,306	8,283,427
Reserves - Asset Revaluation	113,983,880	113,983,880
Retained Surplus	30,032,887	27,324,684
TOTAL EQUITY	152,576,073	149,591,991
RESERVES - CASH BACKED		
Opening Balance	8,283,426	8,267,063
Transfer to Reserves	275,879	1,007,539
Transfer from Reserves	0	(991,176)
TOTAL RESERVES - CASH BACKED	8,559,305	8,283,426
RESERVES - ASSET REVALUATION		
Opening Balance	113,983,880	113,983,880
TOTAL RESERVES - ASSET REVALUATION	113,983,880	113,983,880
RETAINED SURPLUS		
Opening Balance	27,324,685	28,051,787
Change in Net Assets from Operations	2,984,082	(710,739)
Transfer from Reserve	0	991,176
Transfer to Reserve	(275,879)	(1,007,539)
TOTAL RETAINED SURPLUS	30,032,888	27,324,685
TOTAL EQUITY	152,576,073	149,591,991

TOWN OF COTTESLOE
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 April 2024

Capital Acquisitions	Note	Actual New /Upgrade (a)	Actual (Renewal Expenditure) (b)	Actual Total (c) = (a)+(b)	YTD Budget (d)	Revised Budget	Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$	\$
Land and Buildings	13	965,286	47,265	1,012,551	1,080,000	1,237,300	1,190,000	(67,449)
Infrastructure Assets - Roads	13	0	0	0	144,735	356,420	66,950	(144,735)
Infrastructure Assets - Carparks	13	0	19,544	19,544	163,446	206,133	241,133	(143,902)
Infrastructure Assets - Footpaths	13	35,580	15,703	51,283	276,716	332,031	332,031	(225,433)
Infrastructure Assets - Drainage	13	0	29,485	29,485	41,670	50,000	50,000	(12,185)
Infrastructure Assets - Parks & Reserves	13	1,101,741	7,875	1,109,616	1,325,238	1,760,599	1,790,829	(215,622)
Infrastructure Assets - Miscellaneous	13	0	3,290	3,290	240,266	240,266	240,266	(236,976)
Infrastructure Assets - Rights of Way	13	69,730	0	69,730	69,730	78,200	104,000	0
Infrastructure Assets - Irrigation	13	0	16,435	16,435	20,500	20,500	20,000	(4,065)
Plant and Equipment	13	0	213,616	213,616	217,694	261,210	261,210	(4,078)
Furniture and Equipment	13	43,409	51,360	94,769	129,164	131,000	131,000	(34,395)
Capital Expenditure Totals		2,215,746	404,573	2,620,319	3,709,159	4,673,659	4,427,419	(1,088,840)

Funded By:

Capital Grants and Contributions	1,724,980	1,811,876	2,357,321	2,134,341	86,896
Borrowings	0	0	0	0	0
Other (Disposals & C/Fwd)	143,681	124,180	149,000	149,000	19,501
Own Source Funding - Cash Backed Reserves					
Property Reserve	0	0	615,370	615,370	0
Infrastructure Reserve	0	0	103,790	0	0
Total Own Source Funding - Cash Backed Reserves	0	0	719,160	615,370	0
Own Source Funding - Operations	751,658	1,773,103	1,448,178	1,528,708	(1,195,237)
Capital Funding Total	2,620,319	3,709,159	4,673,659	4,427,419	(1,088,840)



Comments

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

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

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

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

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

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

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	33 to 159 years
Furniture and equipment	2 to 15 years
Plant and equipment	2 to 10 years
Infrastructure Assets	
- Roads - Formation/Subgrade	Not depreciated
- Roads - Pavement	60 to 100 years
- Roads - Seal	20 to 35 years
- Roads - Kerbing	60 to 80 years
- Right of Ways - Formation/Subgrade	Not depreciated
- Right of Ways - Pavement	60 to 100 years
- Right of Ways - Seal	20 to 35 years
- Right of Ways - Kerbing	60 to 80 years
- Car Parks - Formation/Subgrade	Not depreciated
- Car Parks - Pavement	60 to 100 years
- Car Parks - Seal	20 to 35 years
- Car Parks - Kerbing	60 to 80 years
- Drainage	80 to 100 years
- Footpaths	20 to 60 years
- Lighting and Electrical	20 years
- Parks & Ovals	10 to 40 years
- Streetscapes	15 to 25 years
- Miscellaneous	25 to 60 years
- Irrigation	20 to 100 years

Right of use - plant and equipment Based on the remaining lease

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Town has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Town expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Town does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

In order to discharge its responsibilities to the community, the Town has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Town's Community Vision, and for each of its broad activities/programs.

COMMUNITY VISION

"To preserve and improve Cottesloe's natural and built environment and beach lifestyle by using sustainable strategies. Members of the community will continue to be engaged to shape the future for Cottesloe and strengthen Council's leadership role."

(s) Reporting Programs

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed.

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues. The costs associated with raising the above mentioned revenues, e.g. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services and food quality control.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

COMMUNITY AMENITIES

Sanitation, stormwater drainage, protection of the environment, public conveniences and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, swimming facilities, walk trails, foreshore and public halls.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase, and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 2: EXPLANATION OF MATERIAL VARIANCES (> \$25,000 and 15%)

Reporting Program	Var. \$ YTD	Var. %	Timing/ Permanent	Explanation of Variance
Operating Revenues				
Operating Grants, Subsidies & Contributions	(71,779)	(44%)	Timing	Timing of operating grants and contributions
Fees and Charges	135,964	5%	Permanent	Extra revenue from town planning, work zone permits and infringement revenue.
Interest Earnings	122,979	23%	Permanent	Extra revenue from interest on investments due to higher than anticipated interest rates.
Profit on Disposal of Assets	30,234	55%	Non Cash	Non cash variance from disposal of assets.
Operating Expenses				
Materials and Contracts	1,464,942	21%	Timing	Reduced expenditure on various projects including the ERP and Town Planning projects. Some of these variances are timing differences within the financial year that are expected to align by year end, and others are projects that have been delayed and will be carried forward into the next financial year. such as the ERP and Cottesloe Village Precinct Plan. There is some associated contribution monies from another Shire that will also carry forward to next financial year.
Utility Charges	61,129	20%	Timing	Timing of expenditure on utilities.
Capital Expenses				
Furniture and Equipment	34,395	(27%)	Timing/Permanent	Reduced expenditure on CCTV upgrades (timing), purchase of new photocopiers to be carried forward to the next financial year
Infrastructure - Roads	144,735	(100%)	Timing	Timing of road construction works.
Infrastructure - Car parks	143,902	(88%)	Permanent	Car park construction works to be carried forward to next financial year.
Infrastructure - Footpaths	225,433	(81%)	Permanent	Expenditure on Eric Street shared use path to be carried forward to next financial year.
Infrastructure - Parks & Reserves	215,622	(16%)	Timing/Permanent	Timing of expenditure on the Skate park (timing), construction of the Harvey Field playground to be carried forward to the next financial year
Infrastructure - Miscellaneous	236,976	(99%)	Permanent	Expenditure on beach access paths and cottesloe groyne access ramp to be carried forward to the next financial year.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

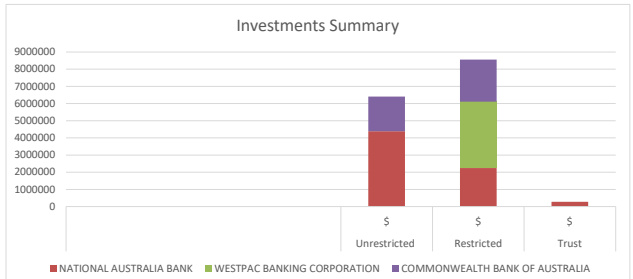
Note 3. DETERMINATION OF SURPLUS OR DEFICIT	2023/24	2022/23 (30 June 2023 Carried Forward)
(a) Non-cash amounts excluded from operating activities		
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> .		
Adjustments to operating activities		
Less: Profit on asset disposals	(85,234)	(123,661)
Less: Non-cash grants and contributions for assets	0	(4,995)
Less: Fair value adjustments to financial assets at fair value through profit or loss	0	(5,529)
Less: Share of net profit of associates and joint ventures accounted for using the equity method	0	(69,758)
Add: Loss on disposal of assets	0	2,085
Add: Loss on revaluation of fixed assets	0	97,542
Add: Prior year adjustment for write-back of depreciation	0	317
Add: Prior year adjustment for non-current lease liability	0	15,099
Add: Depreciation	2,606,436	3,219,500
Non-cash movements in non-current assets and liabilities:		
Pensioner deferred rates	0	(14,888)
Employee benefit provisions	0	(30,113)
Other provisions	(114,500)	114,500
Non-cash amounts excluded from operating activities	2,406,702	3,200,099
(b) Non-cash amounts excluded from investing activities		
The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> .		
Adjustments to investing activities		
Movement in non-current capital expenditure provisions	0	436,260
Non-cash amounts excluded from investing activities	0	436,260
© Surplus or deficit after imposition of general rates		
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.		
Adjustments to net current assets		
Less: Reserve accounts	(8,559,306)	(8,283,426)
Less: Financial assets at amortised cost - self supporting loans	(34,279)	(67,813)
Add: Current liabilities not expected to be cleared at end of year		
- Current portion of borrowings	(15,622)	352,460
- Current portion of lease liabilities	726	61,069
- Employee benefit provisions	964,975	964,975
Total adjustments to net current assets	(7,643,506)	(6,972,735)
Net current assets used in the Statement of Financial Activity		
Total current assets	16,676,656	14,660,976
Less: Total current liabilities	(4,208,960)	(5,102,740)
Less: Total adjustments to net current assets	(7,643,506)	(6,972,735)
Surplus or deficit after imposition of general rates	4,824,190	2,585,500

Note 4: CASH AND INVESTMENTS

SUMMARY OF FUNDS INVESTED IN TERM & CASH DEPOSITS

BANK	Unrestricted \$	Restricted \$	Trust \$	Total \$	Total Amount \$	Total %
NATIONAL AUSTRALIA BANK	4,387,976	2,239,466	278,278	6,905,720		45.3%
WESTPAC BANKING CORPORATION	0	3,875,295	0	3,875,295		25.4%
COMMONWEALTH BANK OF AUSTRALIA	2,015,593	2,444,544	0	4,460,138		29.3%
TOTAL	6,403,569	8,559,306	278,278	15,241,153	0	100%

Comments/Notes - Investments



TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 5: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash
20.1136.2	Removal of bore pump at Harvey Field	24 October 2023 - OCM213/2023	Capital expenditure	\$	\$ 20,000	\$
35.4190.2	New project - Shine Community Centre - Air Conditioning	24 October 2023 - OCM213/2023	Capital expenditure			17,300
40079.226.21	New project - Shine Community Centre - Air Conditioning - Transfer from reserves	24 October 2023 - OCM213/2023	Transfer from reserves		7,300	
20.4191.2	New Project - - Bore Pump - near Ocean Beach Hotel	24 October 2023 - OCM213/2023	Capital expenditure			10,000
40.1126.2	New project - Marine Parade (Curtin Avenue to Warton Street) road resurfacing	24 October 2023 - OCM213/2023	Capital expenditure			289,470
10131.8.13	New project - Marine Parade (Curtin Avenue to Warton Street) road resurfacing - MRRG funding	24 October 2023 - OCM213/2023	Capital revenue		192,980	
40079.226.21	New project - Marine Parade (Curtin Avenue to Warton Street) road resurfacing - Transfer from reserves	24 October 2023 - OCM213/2023	Transfer from reserves		96,490	
	Opening Surplus	26 March 2024 - OCM031/2024	Opening Surplus		322,920	
Various	Mid Year Budget Review (Refer list included in Budget Review)	26 March 2024 - OCM031/2024	Various			108,895
New	Seaview Golf Club Rooms Redevelopment Strategy - Stage 1 - Site Assessment including the Needs and Aspirations Analysis	23 April 2024 - OCM051/2024	Operating expenditure			50,000
				0	639,690	475,665

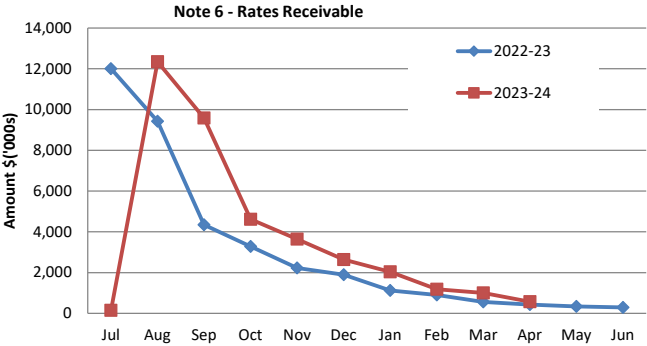
TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 6: RECEIVABLES

Receivables - Rates

Opening Arrears Previous Years
Levied this year
Less Collections to date
Equals Current Outstanding

YTD 30 April 2024	YTD 30 April 2023	30 June 2023
\$	\$	\$
291,684	228,952	228,952
12,493,368	11,956,487	12,019,493
(12,210,876)	(11,749,914)	(11,956,762)
574,176	435,525	291,683
Net Rates Collectable		
% Collected		
95.51%	96.43%	97.62%



Comments/Notes - Receivables Rates

Rates were issued on 11 September in 2023 and 12 August in 2022.

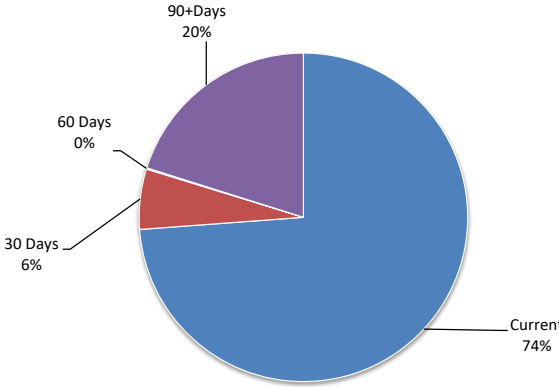
Receivables - General

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	111,395	8,944	185	30,377

Total Receivables General Outstanding 150,901

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 6: RECEIVABLES (Continued)

Itemised Listing of Sundry Debtors greater than \$1,000 and older than 90 days not on a complying payment arrangement

Debtor No	Debtor Name	>90 days \$	Total \$	Narration
1105	Sinclair Product Management (WA) Pty Ltd	\$ 1,270.89	\$ 1,270.89	Commercial Waste Charges
556	Ocean Group Cottesloe Pty Ltd	\$ 2,212.85	\$ 2,233.29	Health licence fees & Food Act Infringement
255	TG Lyons	\$ 1,000.00	\$ 1,000.00	Building Act Infringement
369	T Wood	\$ 2,880.40	\$ 2,937.52	Health licence fees
649	Love Story	\$ 2,500.93	\$ 2,871.02	Commercial Waste Charges
1555	Station Street Partners	\$ 5,859.70	\$ 5,955.59	Scheme amendment
1493	Lambodar Pty Ltd t/as Two Fat Uncles	\$ 4,633.77	\$ 4,227.30	Commercial Waste Charges & Health Licence Fees
1592	Howdy Howdy Pty Ltd atf Lets Get Rowdy Trust	\$ 2,963.73	\$ 3,013.77	Health Licence Fees

Comments/Notes - Receivables General

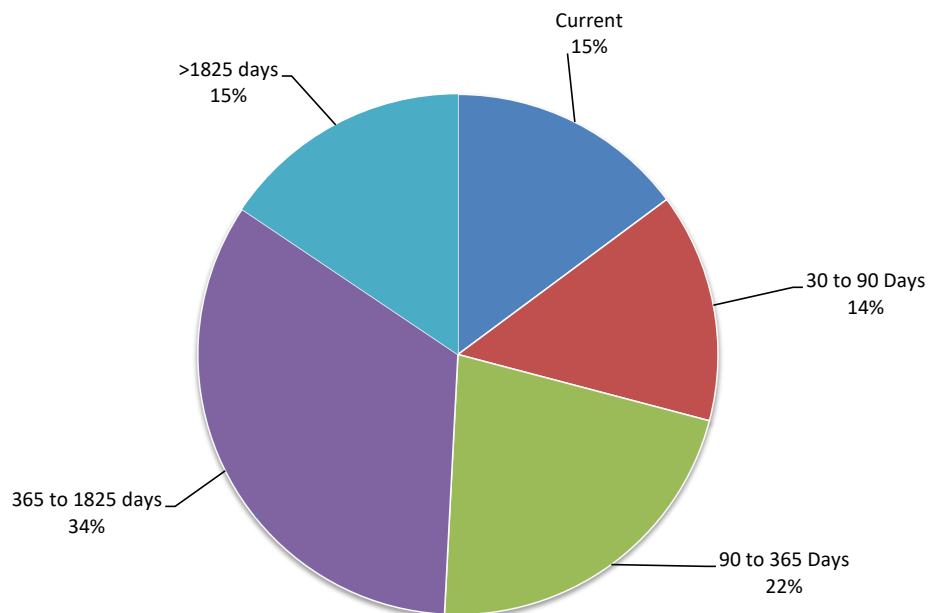
TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 6: RECEIVABLES (Continued)

Receivables - Infringements	Current	30 to 90 Days	90 to 365 Days	365 to 1825 days	>1825 days
	\$	\$	\$		\$
Receivables - Infringements	69,751	67,055	102,110	157,941	73,226
Total Receivables General Outstanding					470,083

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable - Infringements



Comments/Notes - Receivables Infringements

The majority of infringement debtors over ninety days are with Fines Enforcement Registry for collection.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 7: Cash Backed Reserve

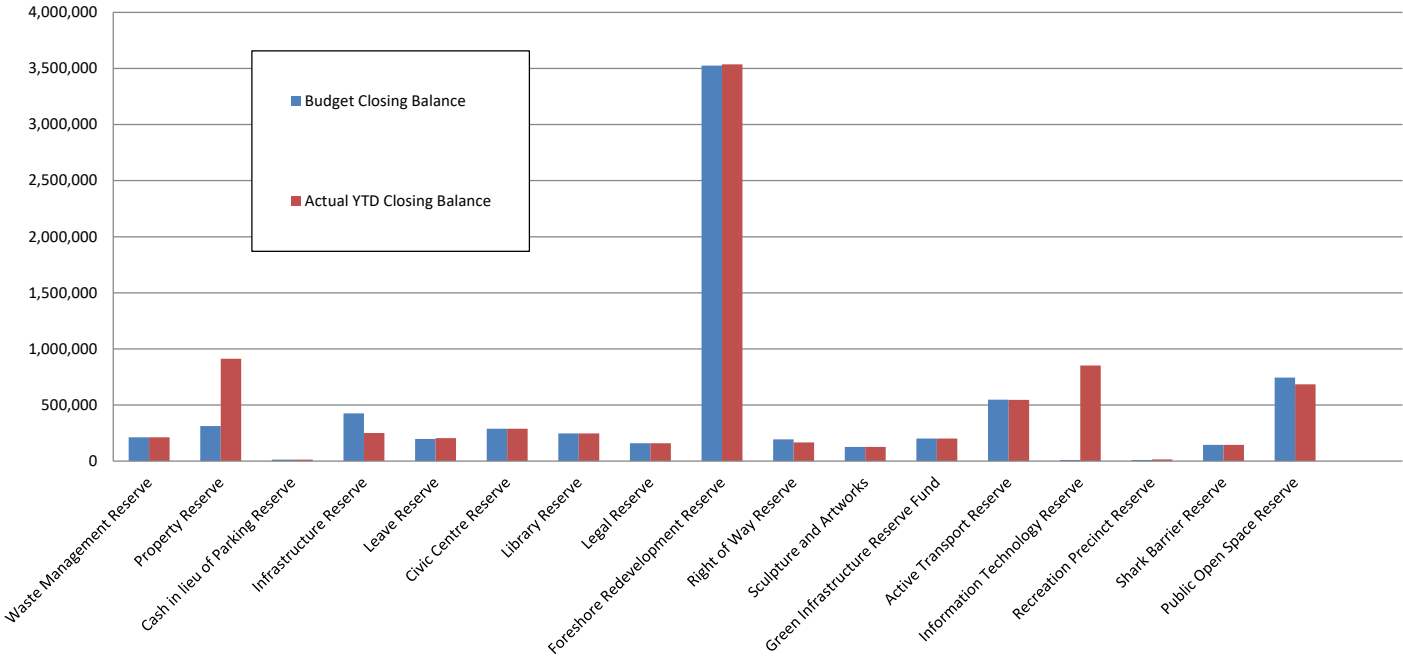
Name	Sub Account	Opening Balance Budget	Opening Balance Actual	Budget Interest Earned	Actual Interest Earned	Revised Budget Transfers In (+)	Actual Transfers In (+)	Revised Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Waste Management Reserve	219	204,537	204,373	6,758	6,807	0	0	0	0	211,295	211,180
Property Reserve	220	882,257	883,794	45,238	29,435	0	0	(615,370)	0	312,125	913,229
Cash in lieu of Parking Reserve	221	12,082	12,073	400	402	0	0	0	0	12,482	12,475
Infrastructure Reserve	226	242,875	241,233	7,286	8,841	278,469	0	(103,790)	0	424,840	250,074
Leave Reserve	227	190,552	199,595	6,286	5,841	0	0	0	0	196,838	205,436
Civic Centre Reserve	228	278,792	278,569	9,211	9,278	0	0	0	0	288,003	287,847
Library Reserve	229	239,265	239,107	7,913	7,963	0	0	0	0	247,178	247,070
Legal Reserve	262	153,946	153,824	5,086	5,123	0	0	0	0	159,032	158,947
Foreshore Redevelopment Reserve	273	3,413,620	3,422,663	112,822	113,991	0	0	0	0	3,526,442	3,536,654
Right of Way Reserve	276	162,885	161,614	5,336	5,383	25,800	0	0	0	194,021	166,997
Sculpture and Artworks	299	121,546	121,449	4,016	4,045	0	0	0	0	125,562	125,494
Green Infrastructure Reserve Fund	307	195,186	195,031	6,449	6,495	0	0	0	0	201,635	201,526
Active Transport Reserve	308	529,324	528,903	17,489	17,615	0	0	0	0	546,813	546,518
Information Technology Reserve	309	830,892	825,500	27,474	27,493	0	0	(849,582)	0	8,784	852,993
Recreation Precinct Reserve	310	9,825	14,642	325	488	0	0	0	0	10,150	15,130
Shark Barrier Reserve	323	139,307	139,196	4,603	4,636	0	0	0	0	143,910	143,832
Public Open Space Reserve	384	667,745	661,861	22,063	22,043	55,230	0	0	0	745,038	683,904
		8,274,636	8,283,427	288,755	275,879	359,499	0	(1,568,742)	0	7,354,148	8,559,306

Comments/Notes - Reserves

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 7: Cash Backed Reserve (Continued)

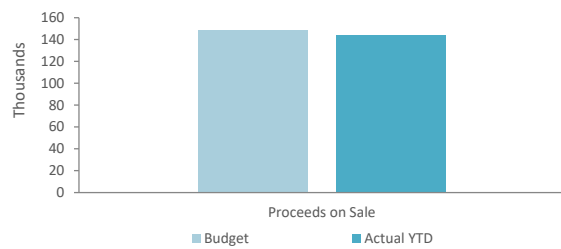
Note 7 - Year To Date Reserve Balance to End of Year Estimate



TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 8: CAPITAL DISPOSALS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
Various	Plant and equipment	149,000	149,000	0	0	0	0	0	0
	Passenger Vehicle - Asset 1550			0	0	3,787	28,000	24,213	0
	Passenger Vehicle - Asset 1585			0	0	18,673	35,500	16,827	0
	Passenger Vehicle - Asset 1611			0	0	17,620	30,287	12,667	0
	Passenger Vehicle - Asset 1612			0	0	18,366	31,680	13,314	0
	Passenger Vehicle - Asset 1447			0	0	0	18,214	18,214	0
		149,000	149,000	0	0	58,446	143,681	85,235	0



Comments/Notes - Asset Disposals

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 9: RATING INFORMATION	Rate in	Number	Rateable	Rate	Interim	Back	Total	Budget
	\$	of	Value	Revenue	Rates	Rates	Revenue	Rate
RATE TYPE		Properties	\$	\$	\$	\$	\$	Revenue
Differential General Rate								\$
GRV - Residential Improved (RI)	0.06337	3,149	161,985,763	10,265,038	84,184	759	10,349,981	10,265,038
GRV - Residential Vacant (RV)	0.06337	76	4,379,920	277,556	(18,217)	4,793	264,132	277,556
GRV - Commercial Improved (CI)	0.06337	56	7,894,898	500,300	(24,741)	0	475,559	500,300
GRV - Commercial Vacant (CV)	0.06337	3	216,500	13,720	23,452	0	37,171	13,720
GRV - Commercial Town (CT)	0.07581	95	10,588,574	802,720	0	0	802,720	802,720
GRV - Industrial (I)	0.06337	1	27,780	1,760	0	0	1,760	1,760
Sub-Totals		3,380	185,093,435	11,861,093	64,678	5,552	11,931,323	11,861,094
Minimum Payment	Minimum							
	\$							
GRV - Residential Improved (RI)	1,312	382	6,548,380	501,184	(1,090)	(1,463)	498,631	501,184
GRV - Residential Vacant (RV)	1,312	4	1,238	5,248	222	315	5,785	5,248
GRV - Commercial Improved (CI)	1,312	16	238,600	20,992	0	0	20,992	20,992
GRV - Commercial Vacant (CV)	1,312				7,965		7,965	
GRV - Commercial Town (CT)	1,328	25	352,275	33,200	0	0	33,200	33,200
Sub-Totals		427	7,140,493	560,624	7,098	(1,148)	566,573	560,624
Concession							12,497,897	12,421,718
Amount from General Rates							(4,529)	(4,428)
Ex-Gratia Rates							12,493,368	12,417,290
Specified Area Rates							0	0
Totals							0	0
							12,493,368	12,417,290

Comments - Rating Information

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

10. INFORMATION ON BORROWINGS**(a) Debenture Repayments**

Particulars	Principal 1-Jul-23	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$
Loan 105 - Community Organisation	19,070	0	19,070	19,070	0	0	593	593
Loan 107 - Joint Library Project	2,336,253	0	299,252	299,252	2,037,001	2,037,001	147,298	147,298
Loan 108 - Community Organisation	105,234	0	34,138	34,148	71,096	71,086	2,622	2,622
	2,460,557	0	352,460	352,470	2,108,097	2,108,087	150,513	150,513

Loan numbers 105 and 108 are financed from community organisations. Loan number 107 is financed by general purpose revenue.

(b) New Debentures

No new debentures are budgeted during 2023/24.

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details	Grant/Contribution Provider		2023-24 Annual Budget	Operating	Capital	2023-24 YTD Actual	Not Received
			\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING							
Grants Commission - General Purpose	WA Local Government Grants Commission	10007.89.14	0	0		6,764	0
Grants Commission - Local Roads	WA Local Government Grants Commission	10008.89.14	0	0		4,901	0
GOVERNANCE							
ANZAC day	RSL	10186.86.11	200	200		0	0
LAW, ORDER & PUBLIC SAFETY							
CCTV Project		10055.89.14	15,000	15,000		0	15,000
EDUCATION AND WELFARE							
Contributions	Various		3,700	3,700		0	3,700
COMMUNITY AMENITIES							
Food Organic Garden Organics	Department of Water & Environmental Regulation	10177.89.14	2,651	2,651		2,581	0
RECREATION AND CULTURE							
Coastal degradation (CHRMAP)	Department of Planning, Lands and Heritage	10180.89.14	50,000	50,000		0	50,000
Coastal Monitoring	Department of Planning, Lands and Heritage	10180.89.14	18,000	18,000		0	18,000
East Cottesloe Playground	POS Cash in lieu	Various	429,841		429,841	429,841	0
East Cottesloe Playground	Department of Transport	10191.8.13	20,000		20,000	5,000	15,000
Skatepark	Lotterywest	10207.244.72	743,900		743,900	743,900	0
Anderson Pavilion	Department of Local Government, Sport and Cultural Industries	10191.8.13	300,000		300,000	200,000	100,000
Anderson Pavilion Fit out	Cottesloe Junior Football Club	10207.244.72			9,091	9,091	
Playground Upgrade	POS Cash in lieu/ Department of Infrastructure, Transport, Regional Development, Communication and the Arts	Various	303,767		303,767	62,261	241,506
Contribution to Cottesloe Cat	Public Transport Authority	10181.89.14	13,000	13,000		0	13,000
Contributions	Various	10108.86.11				10,527	0
Insurance Claim - Civic Centre	Local Government Insurance Broking	10230.244.72	0			14,400	0
Office Upgrade Contributions	Local Government Insurance Broking	10230.244.72	0			15,989	0
TRANSPORT							
Ackland Road Road Construction	Department of Infrastructure, Transport, Regional Development, Communication and the Arts	10131.8.13	66,950		66,950	0	0
Eric Street Shared Path	Department of Transport	10131.8.13	269,883		269,883	167,306	0
Direct Grant	Main Roads WA	10190.89.14	26,800	26,800		27,863	0
Marine Parade Road Rehabilitation - Budget Amendment	Main Roads WA		192,980		192,980	77,192	115,788
Developer Contributions	Various	10140.86.11	45,000	45,000		33,735	11,265
Bus Stop Infrastructure Partnership	Public Transport Authority	10206.86.11	0			156	0
Street Light Subsidy and Other Contributions	Main Roads WA	10134.86.11	12,000	12,000		0	12,000
ECONOMIC SERVICES							
ROW Contributions	Various		0	0	0	4,500	
TOTALS			2,513,672	186,351	2,336,412	1,816,007	595,259

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 12: TRUST FUND

Funds held at balance date over which the Town has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 23	Amount Received	Amount Paid	Closing Balance 30-Apr-24
	\$	\$	\$	\$
Cash in lieu of public open space	671,603	51,269	(444,999)	277,873
Cash in lieu - abandoned vehicles	0	405	0	405
	671,603	51,674	(444,999)	278,278

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 13: CAPITAL WORKS PROGRAM

Level of Completion Indicator	Infrastructure Assets	Project No	YTD Actual	YTD Budget	Revised Annual Budget	Original Annual Budget	YTD Variance (Under)/Over
	Car Parks						
	Implementation of Parking Strategy	5.5021.2	6,790	75,000	75,000	75,000	(68,210)
	Jarrad Street Carpark	5.1023.2	0	50,000	50,000	50,000	(50,000)
	Carpark No 1	5.5010.2	0	0	35,000	70,000	0
○	ACROD Bays Installation and Upgrade	5.9000.2	12,754	38,446	46,133	46,133	(25,692)
○	Car Parks Total		19,544	163,446	206,133	241,133	(143,902)
●	Drainage/Culverts						
	Drainage Various	10.9000.2	29,485	41,670	50,000	50,000	(12,185)
	Drainage/Culverts Total		29,485	41,670	50,000	50,000	(12,185)
	Footpaths						
○	Eric Street Shared Path	15.1051.2	35,580	260,048	312,031	312,031	(224,468)
●	Various (Missing Links), Pram Ramp upgrades and kerb replacement	15.9000.2	15,703	16,668	20,000	20,000	(965)
○	Footpaths Total		51,283	276,716	332,031	332,031	(225,433)
	Irrigation						
	Replacement of Reticulation Pump at Ocean Beach Hotel (BA OCM 213/2023)	20.4191.2	6,024	10,000	10,000	20,000	(3,976)
	Irrigation Construction - Jasper Green	20.6110.2	10,411	10,500	10,500	10,500	(89)
○	Irrigation Total		16,435	20,500	20,500	30,500	(4,065)
	Right of Ways						
●	ROW 7	24.2021.2	56,530	56,530	65,000	86,000	0
●	ROW 49	24.2055.2	13,200	13,200	13,200	18,000	0
●	Right of Way Total		69,730	69,730	78,200	104,000	0
	Parks and Ovals						
●	East Cottesloe Playground Upgrade (cash in lieu) (C/F)	30.7035.2	453,699	484,484	548,399	603,629	(30,785)
●	Skatepark	30.7045.2	648,042	724,499	848,433	848,433	(76,457)
○	Shade Sails	30.4085.2	2,780	15,000	15,000	15,000	(12,220)
○	Harvey Field Playground Upgrade	30.9000.1141	5,095	101,255	303,767	303,767	(96,160)
○	Replace Jasper Green Playground Softfall	30.6110.2	0	0	30,000	20,000	0
○	Civic Centre Grounds	30.6030.2	0	0	15,000	0	0
●	Parks and Ovals Total		1,109,616	1,325,238	1,760,599	1,790,829	(215,622)

TOWN OF COTTESLOE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 13: CAPITAL WORKS PROGRAM

Level of Completion Indicator	Infrastructure Assets	Project No	YTD Actual	YTD Budget	Revised Annual Budget	Original Annual Budget	YTD Variance (Under)/Over
	Buildings						
○	Civic Centre	35.4050.2	14,615	20,000	75,000	55,000	(5,385)
●	Anderson Pavillion Development	35.4010.2	952,028	1,050,000	1,050,000	1,050,000	(97,972)
	Anderson Pavillion Fitout	35.4011.2	13,258	10,000	25,000	15,000	3,258
○	Barchetta Toilet Renewal	35.4019.2	0	0	70,000	70,000	0
	Shine Air Conditioning (BA OCM 213/2023)	35.4190.2	17,250	0	17,300	0	17,250
	Civic Centre Grounds	35.6030.2	15,400	0	0	0	15,400
●	Buildings Total		1,012,551	1,080,000	1,237,300	1,190,000	(67,449)
	Roads						
○	Ackland Way	40.1146.2	0	0	66,950	66,950	0
	Marine Parade	40.1126.2	0	144,735	289,470	0	
○	Roads Total		0	144,735	356,420	66,950	(144,735)
	Miscellaneous Infrastructure						
					0		
○	Beach Access Path Upgrades & Modifications	45.4131.2	2,941	165,266	165,266	165,266	(162,325)
	Renewal of Shade Shelters	45.1047.1142	0	25,000	25,000	25,000	(25,000)
	Groyne Disability Access Ramp	45.6040.2	0	50,000	50,000	50,000	(50,000)
	Foreshore Development	45.6080.50	349	0	0	0	349
	Smart Parking - Zone Controllers	45.1138.2	0	0	0	0	0
○	Miscellaneous Infrastructure Total		3,290	240,266	240,266	240,266	(236,976)
	Plant , Equipment & Vehicles Total						
●	Plant, Machinery & Equipment	47.9000.2	213,616	217,694	261,210	261,210	(4,078)
●	Plant , Equip. & Vehicles Total		213,616	217,694	261,210	261,210	(4,078)
	Furniture & Office Equip.						
○	Photocopier	49.9000.16	0	25,000	25,000	25,000	(25,000)
○	CCTV Upgrade	49.9000.8	0	9,164	11,000	11,000	(9,164)
●	Parking sensors	49.9000.20	51,360	45,000	45,000	45,000	6,360
●	Live streaming of meetings - hardware/software	49.9000.28	43,409	50,000	50,000	50,000	(6,591)
◎	Furniture & Office Equip. Total		94,769	129,164	131,000	131,000	(34,395)
○	Capital Expenditure Total		2,620,319	3,709,159	4,673,659	4,437,919	(1,088,840)

TOWN OF COTTESLOE

LIST OF ACCOUNTS PAID DURING APRIL 2024 AND PRESENTED TO A MEETING OF THE COUNCIL HELD ON 25 JUNE 2024

<u>Date</u>	<u>Payment Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
<u>EFT and Cheque Payments</u>				
3/04/2024	2324.98000-01	Australian Taxation Office	FBT instalment	\$ 6,090.78
5/04/2024	2325.41-01	Baileys Fertilisers	Fertilisers	\$ 1,980.00
5/04/2024	2325.79-01	Perth Irrigation Centre	Reticulation repair	\$ 1,918.85
5/04/2024	2325.103-01	Quito Pty Ltd atf Quito Unit Trust	Plant supplies	\$ 1,790.42
5/04/2024	2325.200-01	Paint Industries Pty Ltd	Paint	\$ 495.69
5/04/2024	2325.210-01	Hays Specialist Recruitment (Aust.)	Temporary staff	\$ 7,471.56
5/04/2024	2325.544-01	B M Pember	IT support	\$ 9,504.00
5/04/2024	2325.1503-01	Diamond Hire	Cherry picker hire	\$ 400.00
5/04/2024	2325.1626-01	Young's Plumbing Service Pty Ltd	Plumbing services	\$ 151.80
5/04/2024	2325.2191-01	Air Concepts Pty Ltd TA Airflow Maintenance	Air conditioner repairs	\$ 638.00
5/04/2024	2325.2341-01	Electricity Generation and Retail Corporation	Electricity charges	\$ 7,728.27
5/04/2024	2325.2354-01	CSCH Pty Ltd t/as Charles Service Company	Cleaning services and public toilet consumables	\$ 29,199.47
5/04/2024	2325.2782-01	Classic Contractors Pty Ltd	Anderson Pavilion development	\$ 133,041.91
5/04/2024	2325.3254-01	Ultimo Catering & Events Pty Ltd	Catering	\$ 772.90
5/04/2024	2325.3614-01	Valrose Pty Ltd	Consultancy services	\$ 8,755.60
5/04/2024	2325.3901-01	WA Bus and Coachlines Pty Ltd	Transport services	\$ 24,356.15
5/04/2024	2325.4148-01	Market Creations Agency Pty Ltd	Website services	\$ 4,950.00
5/04/2024	2325.4181-01	K Widdowson	Event bond refund	\$ 500.00
5/04/2024	2325.4182-01	L Huynh	Event bond refund	\$ 500.00
11/04/2024	2328.2-01	Australian Services Union	Payroll deductions	\$ 212.00
11/04/2024	2328.3-01	Department of Human Services	Payroll deductions	\$ 648.21
11/04/2024	2327.2575-01	SuperChoice Services Pty Ltd	Superannuation	\$ 38,721.80
11/04/2024	2328.3505-01	Fleet Choice Pty Ltd	Payroll deductions	\$ 374.57
11/04/2024	2329.98000-01	Australian Taxation Office	Payroll tax deductions	\$ 46,295.00
12/04/2024	2331.19-01	McLeods Barristers & Solicitors	Legal services	\$ 10,063.95
12/04/2024	2331.22-01	Landgate - VGO	Gross rental valuation fees	\$ 181.55
12/04/2024	2331.24-01	ZircoDATA Pty Ltd	Storage fees	\$ 451.18
12/04/2024	2331.37-01	Winc Australia Pty Limited	General office supplies	\$ 1,000.63
12/04/2024	2331.62-01	Bunnings Group Ltd	Tools	\$ 505.53

TOWN OF COTTESLOE

LIST OF ACCOUNTS PAID DURING APRIL 2024 AND PRESENTED TO A MEETING OF THE COUNCIL HELD ON 25 JUNE 2024

<u>Date</u>	<u>Payment Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
12/04/2024	2331.79-01	Perth Irrigation Centre	Irrigation supplies	\$ 92.70
12/04/2024	2331.84-01	West Australian Local Government Association	Training course	\$ 1,749.00
12/04/2024	2331.88-01	Managed IT Pty Ltd	IT services, maintenance and licensing	\$ 8,003.38
12/04/2024	2331.89-01	Major Motors Pty Ltd	Vehicle service	\$ 364.10
12/04/2024	2331.105-01	Active Transport & Tilt Tray Service WA	Vehicle tow	\$ 264.00
12/04/2024	2331.113-01	Telstra Corporation Limited	Communications charges	\$ 243.14
12/04/2024	2331.139-01	Australia Post	Postal services	\$ 3,311.83
12/04/2024	2331.188-01	Bob Jane T-Mart	Tires	\$ 117.00
12/04/2024	2331.661-01	T-Quip	Plant repair	\$ 1,005.00
12/04/2024	2331.941-01	Boatshed Market Pty Ltd T/A Boatshed Fresh Food	Catering	\$ 410.00
12/04/2024	2331.976-01	PRW Contracting Pty Ltd T/A Claremont Asphalt	Street maintenance	\$ 4,290.00
12/04/2024	2331.1042-01	Iron Mountain Australia Group Pty Ltd	Storage services	\$ 704.34
12/04/2024	2331.1074-01	Freiberg Office Solutions Pty Ltd	Office renovation	\$ 6,532.13
12/04/2024	2331.1199-01	Drainflow Services Pty Ltd	Drain cleaning services	\$ 3,927.00
12/04/2024	2331.1479-01	Environmental Wastewater C S Pty Ltd	Clean sweeping	\$ 6,110.50
12/04/2024	2331.2028-01	Bug Busters	Pest treatment	\$ 330.00
12/04/2024	2331.2067-01	Rico Enterprises P/L atf Rico Family Trust T/as Solo Resource Recovery	Waste collection services	\$ 89,264.78
12/04/2024	2331.2107-01	MEC 929 Pty Ltd T/A Murphy's Electrical Company	Electrical services	\$ 408.10
12/04/2024	2331.2296-01	HiTech Security (WA) Pty Ltd	Security services	\$ 239.25
12/04/2024	2331.2354-01	CSCH Pty Ltd t/as Charles Service Company	Cleaning services	\$ 20,306.84
12/04/2024	2331.2424-01	Corsign WA Pty Ltd	Signage services	\$ 523.38
12/04/2024	2331.2466-01	TenderLink	Lifeguard services	\$ 177.10
12/04/2024	2331.2504-01	The Fruit Box Group Pty Ltd	Catering	\$ 342.60
12/04/2024	2331.2514-01	Element Advisory Pty Ltd	Consultancy services	\$ 4,752.00
12/04/2024	2331.2601-01	Sea Containers WA Pty Ltd	Sea container hire	\$ 418.00
12/04/2024	2331.2674-01	Ricoh Australia Pty Ltd	Photocopying charges	\$ 915.53
12/04/2024	2331.2725-01	AMPAC Debt Recovery (WA) Pty Ltd	Debt recovery commission costs	\$ 5.50
12/04/2024	2331.2797-01	Tim Davies Landscaping Pty Ltd	Landscape design services	\$ 5,604.50
12/04/2024	2331.2886-01	Quadient Finance Australia Pty Ltd	Folding machine lease	\$ 411.40
12/04/2024	2331.3117-01	oOh!media Operations Pty Ltd	Advertising costs	\$ 884.65
12/04/2024	2331.3276-01	Battery World Claremont	Battery purchase	\$ 384.00

TOWN OF COTTESLOE

LIST OF ACCOUNTS PAID DURING APRIL 2024 AND PRESENTED TO A MEETING OF THE COUNCIL HELD ON 25 JUNE 2024

<u>Date</u>	<u>Payment Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
12/04/2024	2331.3308-01	Proficiency Group Pty Ltd T/As Information Proficiency & Sigma Data Solutions	Staff training	\$ 2,200.00
12/04/2024	2331.3382-01	Woodlands Distributors Pty Ltd	Animal waste materials	\$ 2,752.20
12/04/2024	2331.3710-01	Illion Australia Pty Ltd T/as illion Tenderlink	Street maintenance	\$ 177.10
12/04/2024	2330.3722-01	Flexi Staff Group Pty Ltd T/as Flex Staff	Temporary staff	\$ 6,690.82
12/04/2024	2331.3727-01	Helene Pty Ltd T/as LO-GO Appointments	Temporary staff	\$ 963.11
12/04/2024	2331.3730-01	Robert Walters Pty Ltd	Temporary staff	\$ 1,411.41
12/04/2024	2331.3774-01	Datacom Solutions (AU) Pty Ltd	Software licence fees	\$ 7,970.60
12/04/2024	2331.4027-01	DCR Nominees Pty Ltd T/A Hygiene Concepts	Hygiene services	\$ 708.95
12/04/2024	2331.4045-01	The Trustee for Richesrules Family Trust T/as AB trees	Landscaping services	\$ 1,870.00
12/04/2024	2331.4184-01	K&S Restorations Pty Ltd	Restoration services	\$ 16,940.00
12/04/2024	2331.4185-01	P Lyons	Refund: Work zone permit	\$ 110.00
17/04/2024	2333.2023-01	Fines Enforcement Registry	Lodgement fees	\$ 10,187.00
19/04/2024	2334.22-01	Landgate - VGO	Gross rental valuation fees	\$ 373.54
19/04/2024	2334.45-01	Town of Mosman Park	Reimbursement: Citizenship Ceremony 2024	\$ 1,687.42
19/04/2024	2334.62-01	Bunnings Group Ltd	Road maintenance items	\$ 932.24
19/04/2024	2334.84-01	West Australian Local Government Association	Training course	\$ 1,045.00
19/04/2024	2334.89-01	Major Motors Pty Ltd	Vehicle service	\$ 364.10
19/04/2024	2334.103-01	Quito Pty Ltd atf Quito Unit Trust	Plant supplies	\$ 595.50
19/04/2024	2334.188-01	Bob Jane T-Mart	Tires	\$ 550.00
19/04/2024	2334.210-01	Hays Specialist Recruitment (Aust.)	Temporary staff	\$ 8,020.55
19/04/2024	2334.544-01	B M Pember	IT support	\$ 6,919.00
19/04/2024	2334.1361-01	Department of Transport	Disclosure of information fees	\$ 7,482.25
19/04/2024	2334.2034-01	ColleaguesNagels Pty Ltd	Printing services	\$ 3,457.37
19/04/2024	2334.2183-01	Decimal Holdings Pty Ltd T/As Humphrey Homes	Infrastructure bond refund	\$ 1,500.00
19/04/2024	2334.2217-01	Peter Bodeker Construction	Infrastructure bond refund	\$ 1,500.00
19/04/2024	2334.2511-01	IPN Medical Centres Pty Ltd T/as Cottesloe Medical Centre	Pre-employment medical	\$ 165.00
19/04/2024	2334.2615-01	Spadaccini Homes Pty Ltd	Infrastructure bond refund	\$ 1,500.00
19/04/2024	2334.2772-01	Department of Mines, Industry Regulation and Safety	Reimbursement: Building services levy	\$ 3,702.05
19/04/2024	2334.3544-01	Seek Limited	Advertising costs	\$ 5,307.50
19/04/2024	2334.3614-01	Valrose Pty Ltd	Consultancy services	\$ 7,408.59

TOWN OF COTTESLOE

LIST OF ACCOUNTS PAID DURING APRIL 2024 AND PRESENTED TO A MEETING OF THE COUNCIL HELD ON 25 JUNE 2024

<u>Date</u>	<u>Payment Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
19/04/2024	2334.3727-01	Helene Pty Ltd T/as LO-GO Appointments	Temporary staff	\$ 3,756.11
19/04/2024	2334.3730-01	Robert Walters Pty Ltd	Temporary staff	\$ 2,329.20
19/04/2024	2334.3774-01	Datacom Solutions (AU) Pty Ltd	Software licence fees	\$ 21,945.00
19/04/2024	2334.3783-01	Relationships Australia Western	Employee assistance program	\$ 396.00
19/04/2024	2334.3801-01	Hames Sharley (WA) Pty Ltd	Consultancy services	\$ 11,088.00
19/04/2024	2334.3968-01	Linemarking WA Pty Ltd	Line marking services	\$ 4,576.00
19/04/2024	2334.4008-01	Omnicom Media Group Australia Pty Ltd aka Marketforce	Publication costs	\$ 2,503.49
19/04/2024	2334.4039-01	Ruiter-Dawson Linda Robyn T/as The Connected Endeavour	Consultancy services	\$ 4,550.00
19/04/2024	2334.4186-01	P Schmidli	Event bond refund	\$ 500.00
19/04/2024	2334.4189-01	M Orellana	Event bond refund	\$ 1,000.00
19/04/2024	2334.4190-01	The Trustee for Ococenta No2 Trust T/as Harvey Norman - O'Connor	White goods purchases	\$ 3,940.00
19/04/2024	2334.4191-01	Bellfort Sevices Pty Ltd	Consultancy services	\$ 5,940.00
29/04/2024	2335.85-01	Western Metropolitan Regional Council	Waste disposal services	\$ 9,329.48
29/04/2024	2335.210-01	Hays Specialist Recruitment (Aust.)	Temporary staff	\$ 2,656.81
29/04/2024	2335.661-01	T-Quip	Plant parts	\$ 122.19
29/04/2024	2335.941-01	Boatshed Market Pty Ltd T/A Boatshed Fresh Food	Catering	\$ 370.00
29/04/2024	2335.988-01	Securex Pty Ltd	Security services	\$ 57.20
29/04/2024	2335.1093-01	Dormakaba Australia Pty Ltd	Door repairs	\$ 6,117.25
29/04/2024	2335.1115-01	Green Skills Incorporated	Watering services	\$ 7,740.86
29/04/2024	2335.1503-01	Diamond Hire	Cherry picker hire	\$ 400.00
29/04/2024	2335.1626-01	Young's Plumbing Service Pty Ltd	Plumbing services	\$ 909.20
29/04/2024	2335.1671-01	Work Clobber	Work wear	\$ 733.01
29/04/2024	2335.1797-01	Emerge Environmental Services Pty Ltd	Dune maintenance project	\$ 3,080.00
29/04/2024	2335.1863-01	Perth Aquatic, Seed, & Ecological Services Pty Ltd	Pond maintenance	\$ 345.00
29/04/2024	2335.2078-01	Pipeline Irrigation	Reticulation repair	\$ 1,677.50
29/04/2024	2335.2107-01	MEC 929 Pty Ltd T/A Murphy's Electrical Company	Electrical services	\$ 251.35
29/04/2024	2335.2612-01	Instant Toilets & Showers Pty Ltd T/as Instant Products Hire	Toilet hire	\$ 343.24

TOWN OF COTTESLOE

LIST OF ACCOUNTS PAID DURING APRIL 2024 AND PRESENTED TO A MEETING OF THE COUNCIL HELD ON 25 JUNE 2024

<u>Date</u>	<u>Payment Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
29/04/2024	2335.2720-01	The trustee for Mugwump Trust T/as Alt. Computer Pty Ltd	Consultancy services	\$ 3,300.00
29/04/2024	2335.2777-01	Phase 3 Landscape Construction Pty Ltd	Construction costs for the new skatepark	\$ 173,528.28
29/04/2024	2335.3119-01	NatSales Advertising Pty Ltd	Advertising costs	\$ 522.50
29/04/2024	2335.3254-01	Ultimo Catering & Events Pty Ltd	Catering	\$ 821.90
29/04/2024	2335.3334-01	A.L Baldock & J Baldock T/as Pysco Sand	Watering services	\$ 5,830.00
29/04/2024	2335.3470-01	R R de Wit	Staff reimbursement	\$ 218.52
29/04/2024	2335.3560-01	ASV Sales & Services (WA) Pty Ltd	Bobcat hire	\$ 2,002.00
29/04/2024	2335.3614-01	Valrose Pty Ltd	Consultancy services	\$ 12,123.14
29/04/2024	2335.3727-01	Helene Pty Ltd T/as LO-GO Appointments	Temporary staff	\$ 2,584.33
29/04/2024	2335.3786-01	The Trustee for The Watson Family Trust T/as The Lawncare Man	Fertilisers	\$ 660.00
29/04/2024	2335.4192-01	WA Concrete Construction Pty Ltd	Install concrete slab	\$ 770.00
29/04/2024	2335.4193-01	Pretzos Holdings Pty Ltd T/as Coastline Mowers	Lawn mower items	\$ 229.50
29/04/2024	2335.4195-01	K E Mann	Rates refund	\$ 995.50
29/04/2024	2335.4196-01	T R & J D Gale	Rates refund	\$ 1,708.42
29/04/2024	2335.4197-01	M P Kulevski	Reimbursement: Police clearance application	\$ 58.70
29/04/2024	2335.4198-01	K Ha	Event bond refund	\$ 500.00
29/04/2024	2335.4199-01	R Munday	Event bond refund	\$ 500.00
29/04/2024	2335.4200-01	The Lane Bookshop	Event bond refund	\$ 500.00
29/04/2024	2335.4201-01	S P Watson	Reimbursement: Police clearance check application	\$ 58.70
30/04/2024	2337.2-01	Australian Services Union	Payroll deductions	\$ 212.00
30/04/2024	2337.3-01	Department of Human Services	Payroll deductions	\$ 648.21
30/04/2024	2336.2575-01	SuperChoice Services Pty Ltd	Superannuation contributions	\$ 38,895.69
30/04/2024	2337.3505-01	Fleet Choice Pty Ltd	Payroll deductions	\$ 374.57
30/04/2024	2338.98000-01	Australian Taxation Office	Payroll tax deductions	\$ 42,439.00
3/04/2024		Commonwealth Bank of Australia	Bank Fees	\$ 188.50
9/04/2024		K Kiraga	Refund duplicate payment of infringement	\$ 100.00
24/04/2024		Town of Cottesloe Staff	Fortnightly payroll	\$ 148,445.02
16/04/2024		National Australia Bank	Bank Fees	\$ 40.38
19/04/2024		National Australia Bank	Bank Fees	\$ 22.60
24/04/2024		Town of Cottesloe Staff	Fortnightly payroll	\$ 142,116.94

TOWN OF COTTESLOE

LIST OF ACCOUNTS PAID DURING APRIL 2024 AND PRESENTED TO A MEETING OF THE COUNCIL HELD ON 25 JUNE 2024

<u>Date</u>	<u>Payment Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
26/04/2024		National Australia Bank	Bank Fees	\$ 17.82
30/04/2024		National Australia Bank	Bank Fees	\$ 318.30
30/04/2024		National Australia Bank	Bank Fees	\$ 975.02
30/04/2024		National Australia Bank	Bank Fees	\$ 1,964.61
SUB - TOTAL EFT'S AND CHEQUES				\$ 1,285,609.91

TOWN OF COTTESLOE

LIST OF ACCOUNTS PAID DURING APRIL 2024 AND PRESENTED TO A MEETING OF THE COUNCIL HELD ON 25 JUNE 2024

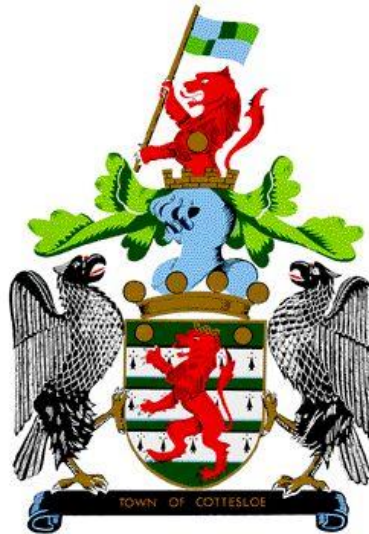
<u>Date</u>	<u>Payment Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>	
Credit Card Payments					
17/04/2024	2332.1098-01	National Australia Bank Business Visa	Credit card - March 2024		
			- Balance B/F	-\$	130.71
			- Adobe - Software licence charges	\$	29.99
			- Adobe - Software licence charges	\$	804.79
			- Adobe - Software licence charges	\$	79.99
			- Mailchimp - Software licence charge	\$	59.76
			- Woolworths - Catering items	\$	134.05
			- New Town Toyota - Vehicle service	\$	265.00
			- Witivio - Software licence charges	\$	34.91
			- BloomAI - Staff training	\$	399.00
			- JB Hi-Fi - Media materials	\$	1,454.00
			- South Australia - vehicle plate searches	\$	10.00
			- South Australia - vehicle plate searches	\$	10.00
			- South Australia - vehicle plate searches	\$	10.00
			- South Australia - vehicle plate searches	\$	10.00
			- South Australia - vehicle plate searches	\$	10.00
			- Screen Mounts Australia - Furniture	\$	599.00
			- Queensland - vehicle plate searches	\$	201.50
			- B Store - work wear	\$	248.95
			- St John Ambulance - Belmont - Courses	\$	275.00
			- PTA Smartrider - travel expenses	\$	20.00
			- CPA Australia - Membership renewal	\$	899.43
			- NAB - credit card fees	\$	10.05
Credit Card Purchases - March 2024				\$	5,434.71

TOWN OF COTTESLOE

LIST OF ACCOUNTS PAID DURING APRIL 2024 AND PRESENTED TO A MEETING OF THE COUNCIL HELD ON 25 JUNE 2024

<u>Date</u>	<u>Payment Reference</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Fuel Card Payments				
20/03/2024	2317.1721-01	Business Fuel Cards Pty Ltd	Fleet fuel cards - March 2024	
		Card number 505588	Fuel purchases - Registration 1GXJ065	\$ 6.38
		Card number 567760	Fuel purchases - 1HRH174	\$ 177.45
		Card number 821985	Fuel purchases - 1GVU588	\$ 149.57
		Card number 877557	Fuel purchases - 1HTF613	\$ 233.49
		Card number 46269	Fuel purchases - Small plant	\$ 218.96
		Card number 51731	Fuel purchases - 1GIZ365	\$ 153.30
		Card number 996786	Fuel purchases - 1HWL927	\$ 460.30
		Card number 56580	Fuel purchases - 1HWK612	\$ 630.45
		Card number 900223	Fuel purchases - CTCDIESEL	\$ 49.14
		Card number 635876	Fuel purchases - 1GIB711	\$ 118.94
		Card number 150205	Fuel purchases - 1HND285	\$ 410.41
		Card number 632038	Fuel purchases - 1HOH345	\$ 639.97
		Card number 55484	Fuel purchases - 1GXV805	\$ 6.37
		Card number 9506	Fuel purchases - 1HVS060	\$ 239.14
		Card number 339944	Fuel purchases - 1HZF135	\$ 227.84
		Card number 346915	Fuel purchases - 1HZF136	\$ 407.25
		Card number 481597	Fuel purchases - 1HZM771	\$ 701.66
		Card number 666170	Fuel purchases - 1ICU511	\$ 485.55
		Card number 537239	Fuel purchases - 1HIY954	\$ 266.61
		Card number 739306	Fuel purchases - 1HJT268	\$ 572.29
		Card number 739744	Fuel purchases - 1HJJ843	\$ 224.21
		Card number 633177	Fuel purchases - 1GRD368	\$ 335.12
		Card number 859715	Fuel purchases - 1EXZ241	\$ 498.65
		Card number 661788	Fuel purchases - 1GCT757	\$ 6.37
		Card number 746258	Fuel purchases - 1GWK670	\$ 165.81
		Card number 33920	Fuel purchases - 1HRG905	\$ 417.35
		Card number 808343	Fuel purchases - 1ICN212	\$ 181.42
Fuel Card Purchases - March 2024				\$ 7,984.00
GRAND TOTAL				<u>\$ 1,299,028.62</u>

TOWN OF COTTESLOE

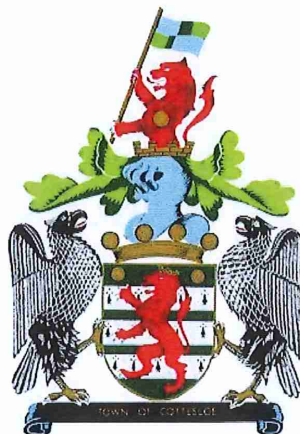


ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.2A:
NOTES RAWG - 5 JUNE 2024**

TOWN OF COTTESLOE



RECONCILIATION ACTION WORKING GROUP MEETING NOTES

RECONCILIATION ACTION WORKING GROUP MEETING
HELD IN THE
Mayor's Parlour, Cottesloe Civic Centre
109 Broome Street, Cottesloe
4.30pm – 6.00pm Wednesday, 5 June 2024

A stylized, handwritten signature in black ink, consisting of a large, sweeping 'S' shape followed by a horizontal line.

MATTHEW SCOTT
Chief Executive Officer
13 June 2024

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

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

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

RECONCILIATION ACTION WORKING GROUP NOTES

5 JUNE 2024

1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

No visitors.

1.1 ACKNOWLEDGEMENT OF COUNTRY

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

2 DISCLAIMER

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

3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The meeting may be recorded, solely for the purpose of confirming the correctness of the notes.

4 ATTENDANCE**Members**

Mayor Lorraine Young	Presiding Member, Elected Member
Cr Chilla Bulbeck	Elected Member
Cr Sonja Heath	Elected Member
Mr Courtney Bridge	Community Representative
Ms Natalie Kendall	Community Representative
Ms Sherryn Rietdyk	Community Representative
Mr Gary Smith	Community Representative

Officers

Mr Matthew Scott	Chief Executive Officer
Ms Sandra Watson	Manager Community and Customer Services
Ms Kelly Marshall	Community Development Officer

Apologies

Cr Helen Sadler	Elected Member
Ms Margaret Gidgup	Community Representative
Ms Katina Law	Community Representative

5 DECLARATION OF INTERESTS

Nil.

Page 3 of 7

RECONCILIATION ACTION WORKING GROUP NOTES

5 JUNE 2024

6 NOTES OF THE PREVIOUS MEETING**6.1 REVIEW OF THE PREVIOUS NOTES**

Attachment 6.1 Notes from RAWG 22 April 2024.

6.2 ACTIONS TAKEN SINCE PREVIOUS MEETING

Responsible Officer	Action item
Meeting 22 April 2024	
KM	1. The RAP related findings from the Community Plan survey will be brought to the next meeting.
KM	2. Arrange an introductory meeting with Joe Collard and/or Cottesloe Elders.
KM	3. Cultural Awareness Training to be scheduled for newly appointed Elected Members.
KM	4. Contact Reconciliation Australia to request the submission of a second Reflect RAP.

The RAWG discussed the open action items.

1. A verbal update was provided on the RAP related findings from the Community Plan survey.
2. The Mayor, CEO, MCCA and CDO met with Joe Collard who provided information about his services and confirmed that the Whadjuk Aboriginal Corporation was the main contact for certified Aboriginal services/organisations.

CEO, MCCA and CDO met with Noel Morich, CEO of Whadjuk Aboriginal Corporation. Noel confirmed WAC are the certified organisation and have over 2000 Aboriginal services/organisation members. A contact list will be available in the coming months.

3. Cultural Awareness Training will be explored for newly elected members/all elected members

7 REPORTS**7.1 ITEMS FOR ENDORSEMENT**

Nil.

Page 4 of 7

RECONCILIATION ACTION WORKING GROUP NOTES

5 JUNE 2024

7.2 ITEMS FOR DISCUSSION**7.2.1 National Reconciliation Week**

An update was provided on the activities hosted by the Town during NRW 27 May – 2 June: Theme 'Now More Than Ever'

- National Reconciliation Week activities were well attended and well received by Town staff, elected members, RAWG members, community stakeholders including, Town of Mosman Park staff, and staff from both North Cottesloe and Cottesloe Primary Schools.
- Monday, 27 May - Reconciliation Breakfast (on-line), 17 attendees including Town staff and RAWG member with refreshments from Kuditi Kitchen, an Aboriginal owned and operated catering business.
- Tuesday, 28 May – Yarning Circle (In-person) facilitated by Margaret Gidgup, 15 attendees including Town staff and RAWG member with refreshments from Kuditi Kitchen.
- Friday, 31 May – Reconciliation Story Telling and Walk Waardun Beelie Bidi Trail. Story telling by Margaret Gidgup at Mudurup Rock followed by a 2.5km walk on Waardun Beelie Bidi trail to War Memorial Hall at the Civic Centre. Cr Sadler unveiled an Indigenous art piece commissioned by Aboriginal artist Kahla Badimia Wadjarri Yamatji – KB Art Designs. Artwork Title: Pathways of Partnership. There were 42 Attendees including Town staff, elected members, RAWG members, and staff from the Town of Mosman Park, Cottesloe Primary School and North Cottesloe Primary School.
- Colouring in competition for 5-12 year olds – awaiting entries from North Cottesloe, Cottesloe and Mosman Park Primary schools.

7.2.2 NAIDOC Week Events

CDO is collaborating with the Town of Mosman Park and the Grove Library on a school holiday program of activities including; a yarning circle with staff, story time, book launch for an Indigenous book 'Kadjil' created by North Cottesloe Primary School, and a movie screening of 'Sweet As' a movie about a Indigenous teenager who discovers photography during a trip in regional Western Australia.

Gary raised that there is a difference between NRW and NAIDOC Week. NAIDOC Week is designed to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander people and encourage and support Aboriginal people to celebrate in the Town. National Reconciliation Week (NRW) is a time for all

Page 5 of 7

RECONCILIATION ACTION WORKING GROUP NOTES

5 JUNE 2024

Australians to learn about our shared histories, cultures and achievements, and to explore how each of us can contribute to achieving reconciliation in Australia.

Natalie suggested that the Town checks with RA that the new commissioned artwork image can be used as a cover page for the new RAP in terms of the artist's Whadjuk connections.

7.2.3 Next Steps – Moving to an Innovate RAP

A discussion took place about moving to an Innovate RAP.

Gary suggested that the Town focus on half a dozen new things to challenge ourselves with the Innovate RAP

The Mayor talked about early concern in the group around establishing relationships with external Aboriginal people/groups

CEO noted that the Reflect RAP is more of an internal audit, whereas the Innovate RAP is an opportunity to explore external engagement/opportunities plus a cultural heritage assessment could be done and promoted externally.

Gary raised that there is a lack of male Aboriginal representation on the working group and to look at ways to get others involved

Discussion about possibly paying people to participate and inviting Aboriginal locals to participate on the working group.

Mayor advised recruitment for the group will take place in 18 months and members can target people leading up to that process including Aboriginal locals to participate on the working group. At this time we would review the wording on the Towns website.

General agreement to move to an Innovate RAP, as the Town can learn along the way and repeat an Innovate RAP if necessary. Sufficient work has been done, relationships formed and activities and events have been held that form a good foundation.

CEO suggestion to look at Public Art Percent for Art Policy to ensure inclusion of Indigenous content.

Next steps – Administration to seek endorsement of Council to move to an Innovate RAP, review Reflect RAP actions and work so far, source the Innovate RAP template from Reconciliation Australia and create an initial draft to be workshopped with the working group.

7.3 ITEMS FOR INFORMATION**7.3.1 2023 RAP Progress**

2023 RAP Progress Report was tabled for information.

8. GENERAL BUSINESS

Nil.

Page 6 of 7

RECONCILIATION ACTION WORKING GROUP NOTES

5 JUNE 2024

9 NEXT MEETING

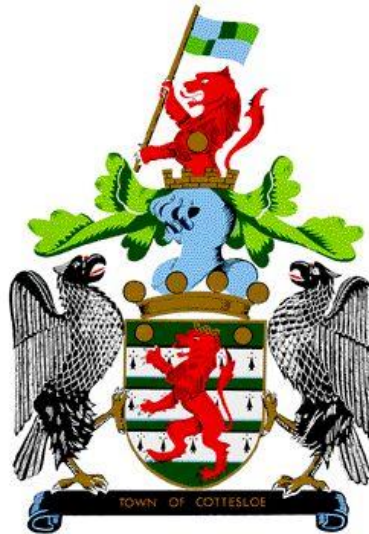
Monday, 19 August, 4.30pm – 6pm

Monday, 18 November, 4.30pm – 6pm

10 MEETING CLOSURE

Page 7 of 7

TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

ITEM 10.1.3A: DRAFT WESTERN CENTRAL LOCAL EMERGENCY MANAGAEMENT ARRANGEMENTS

Western Central Local Emergency Management Arrangements

JUNE 2024





These arrangements have been produced and issued under the authority of Section 41(1) of the Emergency Management Act 2005 (EM Act 2005), endorsed by the Western Central Local Emergency Management Committee (WC-LEMC) and the Councils of the City of Subiaco, City of Vincent, Town of Cottesloe, Shire of Peppermint Grove, Town of Mosman Park, Town of Cambridge, Town of Claremont, City of Nedlands. The Arrangements have been tabled for noting with the Central Metropolitan District Emergency Management Committee and State Emergency Management Committee.

Chair	Western Central Local Emergency Management Committee	Date 2024
Endorsed by the respective Councils.		
City of Subiaco	Date	ITEM No.
City of Vincent	Date	ITEM No.
Town of Cottesloe	Date	ITEM No.
Shire of Peppermint Grove	Date	ITEM No.
Town of Mosman Park	Date	ITEM No.
Town of Cambridge	Date	ITEM No.
Town of Claremont	Date	ITEM No.
City of Nedlands	Date	ITEM No.



Contents

2	DISTRIBUTION LIST	04	9.3	Transition from Response to Recovery	22
3	AMENDMENT RECORD	05	9.4	Local Recovery Coordinator	22
4	GLOSSARY OF TERMS	05	9.5	Local Recovery Coordinator Roles and Responsibilities	23
5	GENERAL ACRONYMS and REFERENCES	07	9.6	Local Recovery Coordination Group (LRCG)	23
6	INTRODUCTION	08	9.7	Function of the Local Recovery Coordination Group	23
6.1	Community Consultation	08	9.8	Local Recovery Coordination Group Composition	24
6.2	Document Availability	09	10	EXERCISING, REVIEWING AND REPORTING	25
6.3	Area Covered	09	10.1	The Aim of Exercising	25
6.4	Aim	09	10.2	Frequency of Exercises	25
6.	Purpose	09	10.3	Types of Exercises	25
6.6	Scope	09	10.4	Reporting of Exercises	26
6.7	Local Emergency Management Policies	10	10.5	Review of Local Emergency Management Arrangements	26
6.8	Related Documents & Arrangements	10	10.6	Review of Local Emergency Management Committee Positions	26
6.8.1	Existing Plans & Arrangements	10	10.7	Review of resources register	26
6.8.2	Agreements, understandings & commitments	11	10.8	Annual Reporting	26
6.8.3	Special Considerations	11	11	APPENDICES	27
6.9	Resources	11	APPENDIX 1	CRITICAL INFRASTRUCTURE	27
7	PLANNING	12	APPENDIX 2	SPECIAL NEEDS	31
7.1	Local Roles & Responsibilities	12	APPENDIX 3	RESOURCES	31
7.2	WC-LEMC Roles & Responsibilities	14	APPENDIX 4	MAP OF REGION	32
7.3	Agency Roles and Responsibilities	15	APPENDIX 5	CONTACTS	32
7.4	Managing Risk	16	APPENDIX 6	SPECIAL CONSIDERATIONS	33
7.4.1	Emergency Risk Management	16	APPENDIX 7	LOCAL PUBLIC WARNING AND INFORMATION SYSTEMS	34
7.4.2	Description of Emergencies Likely to Occur	17	APPENDIX 8	LG PARTNERING AGREEMENT	36
7.4.3	Emergency Management Strategies and Priorities	17	APPENDIX 9	RECOVERY PLAN	39
8	RESPONSE	18	SCHEDULE OF TABLES		
8.1	Coordination of Emergency Operations	18	Table 1	- Distribution List	04
8.2	Incident Support Group (ISG)	18	Table 2	- Amendment Record	05
8.2.1	Triggers for an ISG	18	Table 3	- Schedule of Acronyms used in this document.	07
8.2.2	Membership of an ISG	18	Table 4	- Existing Local Plans	10
8.2.3	Frequency of Meetings	19	Table 5	- Local Roles & Responsibilities	13
8.2.4	Location of ISG Meetings	19	Table 6	- WC-LEMC Roles & Responsibilities	14
8.3	Media Management and Public Information	19	Table 7	- Local Agency Key Roles & Responsibilities	15
8.4	Finance Arrangements	19	Table 8	- Schedule of Likely Emergencies	17
8.5	Evacuation	21	Table 9	- EM Priorities and Strategies	17
8.5.1	Special Needs Groups	21	Table 10	- ISG Meeting Venues	19
8.5.2	Routes & Maps	21	Table 11	- Recovery Committee Membership	24
8.6	Relief and Support	21			
9	RECOVERY	22			
9.1	The Recovery Process	22			
9.2	Aim of Recovery	22			

2 DISTRIBUTION

List

ORGANISATION	No. of Copies
Australian Army	1
Australian Red Cross – Western Australia	1
Central Metropolitan DEMC	1
Office of Emergency Management	1
City of Bayswater	1
City of Fremantle	1
City of Nedlands	1
City of Perth	1
City of Stirling	1
City of Subiaco	1
Shire of Peppermint Grove	1
Town of Cambridge	1
Town of Claremont	1
Town of Cottesloe	1
Town of East Fremantle	1
Town of Mosman Park	1
City of Vincent	1
CSIRO – Floreat	1
Department of Communities	1
Department Biodiversity, Conservation and Attractions (Botanic Gardens and Parks Authority)	1
Department of Health – State Health Emergency Coordinator	1
Department Biodiversity, Conservation and Attractions	1
Department of Fire & Emergency Services – Metropolitan Regional Operational Centre	1
Department of Fire & Emergency Services– State Emergency Services Northshore Unit	1
WA Police Force – Central Metropolitan District Office	1
WA Police Force – Fremantle Station OIC	1
WA Police Force – Wembley Station OIC	1
Public Transport Authority	1
St John Ambulance Australia – WA Operations	1
Surf Life Saving Association	1
Western Central LEMC	1

3 AMENDMENT

RECORD

NUMBER	DATE	AMENDMENT SUMMARY	AUTHOR
1	Dec 2008	Initial Issue	WC-LEMC
2	Mar 2013	First review based on SEMC Template and City of Wanneroo Arrangements	WC-LEMC
3	May 2018	Second review due to period since last review, excision of portion of City of Subiaco to City of Perth and to be consistent with the Office of Emergency Management template.	WC-LEMC
4	Dec 2020	Dist. List, Acronyms, Part 2.4 updated comments on Risk Management, Removal of schedule of Evac. Centres and Reference to Welfare Plan for this data, Appendices 1, 4 and 6 altered.	EO Meeting 10 Dec 2020 Item 7.3
5	2024	Comprehensive review in accordance with SEMC Policy	WC-LEMC



4 GLOSSARY

of Terms

Terminology used throughout this document shall have the meaning as prescribed in either Section 3 of the *EM Act 2005* or as defined in the State Emergency Management Glossary (www.wa.gov.au).



5 GENERAL ACRONYMS

and References

The following acronyms are used in these arrangements.

ACRONYM	EXPANSION
AWARE	All West Australians Reducing Emergencies
CEO	Chief Executive Officer
DBCA	Department of Biodiversity Conservation and Attractions (Botanic Gardens and Parks Authority)
DC	Department of Communities
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
ECC	Emergency Coordination Centre
EM Act 2005	Emergency Management Act 2005
HAZMAT	Hazardous Material
HMA	Hazard Management Agency
IMT	Incident Management Team
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMAs	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LRC	Local Recovery Coordinator
LRCG	Local Recovery Coordination Group
LRP	Local Recovery Plan
MOU	Memorandum of Understanding
PPRR	Prevention Preparedness Response Recovery
SEMC	State Emergency Management Committee
SES	State Emergency Service
SRC	State Recovery Coordinator
SRCG	State Recovery Coordinating Group
WC-LEMC	Western Central Local Emergency Management Committee



6 Introduction

Each State and Territory of Australia has established its particular approach to management of emergencies and have enacted legislation to give effect to those arrangements. In Western Australia, the EM Act 2005 has been proclaimed.

In compliance with the EM Act 2005, and State Emergency Management Policy, the Western Central Local Emergency Management Committee (WC-LEMC) was formed on 18 May 2005. The area comprising the WC-LEMC is within the Central Metropolitan Emergency Management District.

The WC-LEMC is constituted and operated in accordance with State Emergency Management Policy section 2.5 and State Emergency Management Procedure 3.7 and 3.8. It is a non-operational cooperative group that carries out emergency management planning activities and maintains LEMAs within the areas bound by the following local governments:

- City of Nedlands
- City of Subiaco
- City of Vincent
- Shire of Peppermint Grove
- Town of Cambridge
- Town of Claremont
- Town of Cottesloe
- Town of Mosman Park.

The Committee has developed Terms of Reference to determine membership and how it functions.

These Arrangements should be read in conjunction with the State Emergency Management Policy, Plan and Procedure.

6.1 Community Consultation

During 2009 and into 2010 the WC-LEMC commissioned, with a grant from the All West Australians Reducing Emergencies (AWARE) funding program, the Local Government Insurance Service to undertake a comprehensive community Risk Management process in accordance with AS/NZS ISO 31000:2009 Risk Management Standard.

The process included community survey and workshops to identify and rate risks and workshops and meetings with relevant agencies to manage and mitigate the risk.

The emergency risk management process has been documented in a separate Report titled Western Central District Community Emergency Risk Management 2010 prepared by the consultants working with Local Government Insurance Services to complete that project.

This original Risk Management project was updated in 2013 and superseded in 2019 by a revised process, the outcome of which can be viewed in section 7.4.

6.2 Document Availability

These LEMA can be accessed through websites of the participating local governments or may be viewed at the offices of either of the eight local governments comprising the WC-LEMC during their respective office hours.

6.3 Area Covered

The WC-LEMC comprises an area of 70 square km's in metropolitan Perth, Western Australia. The borders adjoin the Cities of Perth, Stirling and Fremantle and the Swan River in the south and the Indian Ocean in the west.

The area includes national and state sporting facilities, major hospitals, popular beaches, major train routes and has the added risk of a high volume of traffic using the freeway, major highways, trains and bus services. Refer to Appendix 4 for WC-LEMC local government boundaries.

6.4 Aim

These LEMAs have the following broad aims and objectives:

- Enable the WC-LEMC and member Local Governments to meet their emergency management roles and responsibilities.
- Document cooperative agreements relating to emergency planning, response and recovery within the Western Central area, Appendix 8 is the Partnering Agreement between the Local Government Members to share resources.
- Identify and analyse major risks and hazards that pose a threat to life and or property within the Western Central area.

- Maintain a current resource and contacts register for participating agencies and organisations.
- Promote effective liaison between all HMA's, emergency services and supporting agencies, which may become involved in emergency management; and
- Provide a document with sufficient detail in community emergency management, formatted in a manner that facilitates regular review, testing and evaluation to effectively accommodate change.

6.5 Purpose

The purpose of these LEMAs is to document the management of identified priority risks and provides specific detail on the:

- Prevention of
- Preparation for
- Response to; and
- Recovery from any emergency affecting the Western Central community. These principles apply nationwide and are collectively referred to as PPRR or the Comprehensive Approach.

6.6 Scope

These Arrangements:

- Apply to all areas encompassed within the established boundaries of the local governments within the WC-LEMC.
- Cover areas where the local governments in the WC-LEMC provide support to Hazard Management Agencies and other agencies in the event of an emergency event.
- In particular, the Local Recovery Plan (LRP), acknowledges the responsibilities of the local government members of the WC-LEMC in Recovery operations and the restoration and reconstruction of services and facilities within their respective local government boundaries.
- Serve as a guide to emergency management at the local level. An emergency situation may graduate and require management at a district, regional or state level.

6.7 Local Emergency Management Policies

The Western Central local governments have no individual local emergency management policies.

6.8 Related Documents & Arrangements

This document interfaces and should be read in conjunction with the:

- Applicable current State Emergency Management Policy sections and Preparedness Procedures
- The relevant State Hazard Plans.

- The Metropolitan Regional Emergency Management Arrangements.
- Department of Communities Perth & Fremantle Districts, Local Emergency Relief and Support Plan.
- Eight-member local government Recovery Plans – refer Appendix 9.

6.8.1 Existing Plans & Arrangements

The following is a schedule of supplementary plans that exist within the district that may mitigate risk associated with particular areas, estates or events.

Document	Owner	Location	Date
Perth & Fremantle Districts Local Emergency Management Relief and Support Plan	Department of Communities (DC)	Nil	Dec 2023
Royal Show Emergency Plan	Royal Agriculture Society	Claremont Show Grounds, 1 Graylands Road Claremont	
Bush Fire Management & Response Plan for Kings Park & Botanic Gardens and Bold Park	Department of Biodiversity Conservation and Attractions (DBCA)	Kings Park and Perry Lakes Drive.	2022
Botanical Gardens and Parks Authority Closure Plan	DBCA	Kings Park and Perry Lakes Drive.	2022

Table 4 - Existing Local Plans

6.8.2 Agreements, understandings & commitments

Stakeholders in emergency management in the Western Central area have agreed to form the WC-LEMC for the purpose of preparing for and managing emergencies which may occur within or which may affect this area. Participation in the WC-LEMC requires that member and attendee organisations contribute, within reason, support to emergency management prevention, planning, response and recovery activities which may include:

- Cooperating with a Local Emergency Coordinator (LEC), Hazard Management Agency, (HMA), Controlling Agency (CA) and support organisations or other emergency management stakeholders before, during or after an emergency incident to ensure the best outcome for the community within the Western Central area.
- Sharing or providing resources to an emergency management effort, when required and in line with organisational capability, to assist an emergency response and recovery and or mitigate the effects of an emergency incident within the Western Central area – Refer Partnering Agreement Appendix 8.
- Provision of a facility or site for use as an Emergency Coordination Centre (ECC) during an emergency, when required and in line with organisational capability.
- Providing for the use of established State or Local Evacuation Centres
- Contribution to WC-LEMC planning and preparation activities.
- Participation in the WC-LEMC's emergency training and exercises as applicable.

These arrangements reflect the agreed responsibilities of organisations with hazard management control, combat, support or coordination roles related to emergencies that could impact on the Western Central emergency management district.

6.8.3 Special Considerations

A schedule of Special Considerations that relate to the area of the eight participating Local Governments can be found at Appendix 6.

6.9 Resources

Agencies participating in the WC-LEMC are doing so to generate a more effective emergency management outcome for the local community through organisational cooperation. This includes the sharing of relevant resources and equipment, within reason, which, when requested, would benefit a specific emergency effort. Resources include knowledge, data, equipment, vehicles, consumables (sandbags, etc) and personnel. A request for the provision of resources must be directed through the Incident Controller (IC) or the LEC that is managing the emergency incident at the time.

As an emergency incident within the area could easily impact across the districts of a number of participating local governments, this pre-arranged resource sharing and assistance could potentially have great benefit in reducing the impact of an incident by allowing quicker or more effective emergency response.

The HMA or CA is responsible for the determination of resources required for the hazards for which they have responsibility.

Local Government resources have been identified and are listed in Appendix 3.



7 Planning



7.1 Local Roles & Responsibilities

Detail of the specific roles and responsibilities of officers in the respective local governments are outlined below:

LOCAL ROLE	DESCRIPTION OF RESPONSIBILITIES
Local Government (LG)	The responsibilities of the local governments are defined in Section 36 of the EM Act 2005.
Local Recovery Coordinator (LRC)	To ensure the development and maintenance of effective recovery management arrangements for the respective local governments. In conjunction with the Local Recovery Coordination Group (LRCG), to implement a post incident recovery action plan and manage the recovery phase of the incident. See also section 9.5
Local Recovery Coordination Group (LRCG)	With guidance from the LRC, ensure the development and maintenance of effective recovery management arrangements for the respective local governments, including the appointment of appropriate sub-groups as deemed necessary. See also section 9.7
LG Evacuation Centre Liaison Officer	During an evacuation where a local government facility is utilised by DC, provide advice, information and resources regarding the operation of the facility.
LG Liaison Officer (to the Incident Support Group (ISG)/Incident Management Team (IMT)	During a major emergency the Local Government Liaison Officer attends ISG meetings to represent the local government, provides local knowledge input and provides details contained in these LEMA and provides feedback to the LRC in readiness for Recovery. This position may be the LRC.

LOCAL ROLE	DESCRIPTION OF RESPONSIBILITIES
WC-LEMC Chair	<p>The Chairperson of the WC - LEMC is appointed by the local government (Section 38 of the EM Act 2005) and does not necessarily have to be an elected member. The chairperson shall be responsible for:</p> <ul style="list-style-type: none"> Overall management and effectiveness of the LEMC Provide leadership and support to the LEMC to ensure effective meetings. Reports to the DEMC.
Executive Officer.	<p>Provide executive support to the WC-LEMC and complete the functions of that position including but not limited to:</p> <ul style="list-style-type: none"> Schedule quarterly meetings Prepare agenda, minutes and associated correspondence and contact lists Coordinate completion of Annual Business Plan Strategies and Annual Reports Complete the role of policy officer Assist with preparation of respective capability and preparedness statements Coordinate review and update of the LEMA's on behalf of WC-LEMC member Local Governments. In conjunction with LEMC, prepare risk treatment plans in conjunction with appropriate agencies. Assist participating LGs with preparation, review and update of their respective Recovery Plans and sub-plans such as Animal Welfare Plans. Organise annual exercises that test the LEMA's and Recovery Plan. Manage and distribute information to and from the member Local Governments in relation to Emergency Management. Identify projects that enhance community resilience. Explore opportunities for and apply for relevant grant funding. Ensure planning and preparation for emergencies is undertaken. Implement procedures that assist the community and emergency services deal with incidents. Facilitate training for all LG personnel with emergency planning and preparation, response and recovery responsibilities. Keep appropriate records of incidents that have occurred to ensure continual improvement of the local government's emergency response and support capability.

Table 5 - Local Roles & Responsibilities



7.2 WC-LEMC Roles & Responsibilities

The 8 Local Governments have established the WC-LEMC under Section 38(1) of the EM Act 2005 to develop, oversee, and test the LEMAs.

The WC-LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.

The WC-LEMC is not an operational committee but rather the organisation established and supported by the local governments to assist in the development of LEMAs for its district.

The WC-LEMC plays a vital role in assisting our communities become more prepared for major emergencies by:

- Developing, enhancing and testing preparedness planning from a multi-agency perspective having local knowledge of hazards, demographic and geographic issues; they also provide advice to HMA's to develop effective local hazard plans
- Providing a multi-agency forum to analyse local risk
- Providing a forum for multi-agency stakeholders to share issues and learnings to ensure continuous improvement.

The WC-LEMC membership includes one representative from each of the 8 local governments, the LEC, relevant government agencies and other statutory authorities which nominate their representatives to be members.

Matters relating to constitution, membership and operation of the Committee are as prescribed in the adopted Terms of Reference originally approved in December 2009 and revised in January 2016, June 2018 and 2024.

LOCAL ROLE	DESCRIPTION OF RESPONSIBILITIES
WC-LEMC Chair	Provide leadership and support to the WC-LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the local government district is undertaken. Represent the WC-LEMC on the DEMC.
WC-LEMC Executive Officer	Refer to role of Executive Officer/ above in section 7.1.

Table 6 - WC-LEMC Roles & Responsibilities



7.3 Agency Roles and Responsibilities

In the event of an emergency, the local government will need to liaise with a range of state agencies who will be involved in the operational aspects of the emergency. The following table summarises the key roles:

LOCAL ROLE	DESCRIPTION OF RESPONSIBILITIES
Hazard Management Agency	<p>A HMA is a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.' [EM Act 2005 s4(3)].</p> <p>The HMAs are prescribed in the Emergency Management Regulations 2006.</p> <p>Their function is to:</p> <ul style="list-style-type: none">• Undertake responsibilities where prescribed for these aspects [EM Regulations]• Appoint Hazard Management Officers [s55 EM Act 2005]• Declare/revoke emergency situations [s50 & 53 EM Act 2005]• Coordinate the development of the State Hazard Plan for that hazard [State EM Policy Section 1.5]• Ensure effective transition to Recovery by local government.
Controlling Agency	<p>A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency.</p> <p>The function of a Controlling Agency is to:</p> <ul style="list-style-type: none">• undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness• control all aspects of the response to an incident. <p>During incident management the Controlling Agency will ensure effective transition to Recovery.</p>
Combat Agency	<p>A Combat Agency as prescribed under subsection 6(1) of the EM Act 2005 is a public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.</p>
Support Organisation	<p>A public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency. (State EM Glossary)</p>
Local Emergency Coordinator (LEC)	<p>The LEC is the officer in Charge of the Local Police Station, in the WC-LEMC there are two such stations, being Wembley and Fremantle. The LEC will act as Chair of the WC-LEMC when the elected Chair is absent.</p>

Table 7 - Local Agency Key Roles & Responsibilities

7.4 Managing Risk

7.4.1 Emergency Risk Management

Risk management is a critical component of the emergency management process. Building a sound understanding of the hazards and risks likely to impact the community enables local governments, the WC-LEMC, land management agencies and HMA's to work together to mitigate the associated risk. This process helps to build the capacity and resilience of the community and organisations which enable them to better prepare for, respond to and recover from a major emergency. The process and mandate for local governments to undertake risk management is detailed in State EM Policy part 3

In 2010 the WC-LEMC commissioned, with an AWARE Grant, the Local Government Insurance Service to prepare a Risk Management Plan for the Western Central District, inclusive of a series of treatment plans for consideration of the WC-LEMC. This work was updated by a series of workshops conducted in 2013.

A project was implemented, again with assistance from an AWARE grant, to conduct further Risk Research in 2018/2019.



7.4.2 Description of Emergencies Likely to Occur

The following schedule of emergency events is likely to occur within the local government districts. Several of these have been identified from the 2019 local emergency risk management process.

HAZARD	HMA	CONTROL AGENCY	LOCAL COMBAT ROLE	LOCAL SUPPORT ROLE	STATE HAZARD PLAN
Fire	FES Commissioner	Department Fire & Emergency Services (DFES) DBCA	DFES DBCA	LG, DC WAPOL State Emergency Services (SES). DBCA (on designated lands)	Fire
Flood	FES Commissioner	DFES	DFES SES	LG Swan River Trust	Flood
Hazardous Material (Fuel)	FES Commissioner	DFES	DFES	WAPOL SES LG	HAZMAT
Heatwave	CEO Depart of Health	Depart. of Health	St John.	LG	Heatwave
Rail Crash (PTA)	Public Transport Authority	PTA, or WAPOL or DFES upon agreement.	PTA, or WAPOL or DFES upon agreement.	St John LG	Crash Emergency
Road Crash	Police Commissioner	WAPOL	WAPOL	DFES St John LG	Crash Emergency
Storm	FES Commissioner	DFES	DFES	SES	Severe weather
Earthquake	FES Commissioner	DFES	DFES	SES	Earthquake
Land Search	Police Commissioner	WAPOL	WAPOL	SES	Search & Rescue

Table 8 - Schedule of Likely Emergencies

These arrangements are based on the premise that the HMA is responsible for the above risks and will develop, test and review appropriate emergency management plans for their hazard.

7.4.3 Emergency Management Strategies and Priorities

The following are identified as priority risk areas, together with strategies developed to mitigate these risks. These 6 Hazards were assessed by the WC-LEMC during 2018/19.

PRIORITY HAZARDS	TREATMENT STRATEGY
Storm	No treatment strategies have been developed, however, Local Governments will continue to consider how these hazards can be mitigated as they prepare their annual Maintenance and Capital works programmes and when administering relevant legislation, planning schemes and building codes.
Fire – Structural & Bush	
Road Crash	
HAZMAT	
Rail Crash	
Flood	

Table 9 - EM Priorities and Strategies



8

Response

8.1 Coordination of Emergency Operations

It is acknowledged that the HMAs, Controlling Agencies and combat agencies may require local government resources and assistance in emergency management. The 8 local governments are committed to providing assistance and support if the required resources are available through the ISG when and if formed to support a particular emergency event.

8.2 Incident Support Group

The ISG is convened by the Controlling Agency appointed Incident Controller to assist in the overall coordination of services and information during a major incident. Coordination will be achieved through clear identification of priorities by agencies sharing information and resources.

The role of the ISG is to provide support to the IMT. The ISG is a group of people representative of the different agencies who may have involvement in the incident, supporting the IMT.

8.2.1 Triggers for an ISG

The triggers for an ISG are defined in State EM Policy Statement section 5.2.2 and State EM Plan section 5.1. These are:

- where an incident is designated as Level 2 or higher
- multiple agencies need to be coordinated.

8.2.2 Membership of an ISG

The ISG is comprised by agencies' representatives that provide support to the Controlling Agency. Emergency Management Agencies may be called on to nominate a liaison officer on the ISG.

The LRC, or suitably qualified representative, will be a member of the ISG from the onset, to ensure consistency of information flow, situational awareness and to facilitate handover to Recovery.

The representation on this group may change regularly depending upon the nature of the incident, fatigue management, agencies involved and the consequences caused by the emergency.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

8.2.3 Frequency of Meetings

The frequency of ISG meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities and objectives by agencies sharing information and resources.

8.2.4 Location of ISG Meetings

The ISG meets during an emergency and provides a focal point for a coordinated approach. The following table identifies suitable locations where it could meet within the area.

LOCAL GOVERNMENT	VENUE	VENUE ADDRESS
Town of Cambridge	Administration Centre	1 Bold Park Drive, Floreat.
City of Vincent	Administration Centre	244 Vincent Street, Leederville.
Town of Claremont	Administration Centre	308 Stirling Highway Claremont
Town of Mosman Park	Administration Centre	Cnr Bay View Tce and Memorial Drive Mosman Park

Table 10 - ISG Meeting Venues

8.3 Media Management and Public Information

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information during response is the responsibility of the Controlling Agency.

Agencies who are not the Controlling Agency are to only comment on their operation and should always check with the IC before making a statement.

It is likely that individual agencies will want to issue media releases for their areas of responsibility (e.g. Water Corporation on water issues, Western Power on power issues etc.), however the release times, issues identified, and content shall be coordinated through the ISG to avoid conflicting messages being given to the public.

Detail of warning and public information systems can be viewed in Appendix 7.

8.4 Finance Arrangements

Whilst acknowledging the State's commitments in State Emergency Management Policy 5.12 and the State EM Plan 5.4 and 6.10, the Local Governments comprising the WC-LEMC are committed to expending such necessary funds within their respective current budgetary constraints as required to ensure the safety of its residents and visitors. The relevant Chief Executive Officer (CEO) is to be approached immediately in an emergency event requiring resourcing by the affected Local Government to ensure the desired level of support is achieved.

Where possible this should be discussed with the CEO or their nominated Senior Officer. The decision maker must have appropriate authority and be able to make a timely decision.



8.5 Evacuation

Comprehensive emergency management planning also involves planning for community evacuations. Although the actual act of evacuating a community is the responsibility of the Controlling Agency, the local government, with the assistance of the WC-LEMC has responsibilities to undertake pre-emergency evacuation planning. A comprehensive evacuation plan is of considerable value to all agencies with a role in evacuation and is very effective in assisting

the Controlling Agency to make timely and informed decisions.

A separate Evacuation Plan is being developed in accordance with SEMC endorsed Western Australian Community Evacuation in Emergencies Guideline WA Community Evacuation in Emergencies Guideline. The following is a list of evacuation centres nominated by the respective Local Governments. Contact with the relevant Local Government, see Appendix 5, will facilitate activation of the preferred centre.

PREMISES	ADDRESS OF CENTRE	PROFILE
The 8 Local Governments comprising the WC-LEMC have each nominated a series of facilities that may be used by the Controlling Agency and subsequently the DC as evacuation centres.		
The centres have been classified as being suitable for Level 2 and 3 events or short-term use and are detailed in the DC Local Emergency Relief and Support Plan for the Perth and Fremantle Regions that support the Local Governments that comprise the WC-LEMC. Member Local Governments contribute to the update of these facilities but the detail is not repeated in these Arrangements.		

8.5.1 Special Needs Groups

The Controlling Agency that is planning evacuation needs to be able to identify people and locations which require special attention or resources.

A list of special needs groups. Including physical location, contacts, size and whether current evacuation plans exist can be found at Appendix 2.

8.5.2 Routes & Maps

A map of the District is attached as Appendix 5.

Examples may be:

- schools
- nursing homes
- childcare centres
- hospitals
- persons with disabilities
- Large gatherings.

8.6 Relief and Support

The DC has the role of managing relief and support. The detail of support provided by the DC in the event of an emergency together with a description of roles and responsibilities of that agency and others is detailed in the LOCAL EMERGENCY MANAGEMENT RELIEF AND SUPPORT PLAN PERTH & FREMANTLE DISTRICTS Updated December 2022 and is not repeated in these Arrangements.

These sectors should have their own evacuation arrangements, the Controlling Agencies may however need to assist these groups when impacted by a widespread emergency event.

The WC-LEMC is committed to working with these groups to ensure that their Emergency Planning requirements are integrated with these LEMA and in that regard propose periodic exercises with the various groups to test their Plans and facilitate sector networking.



9 Recovery

9.1 The Recovery Process

Under the EM Act 2005, (S.36) local governments have a requirement to manage the Recovery process following an emergency that has affected its community.

Recovery is defined as the coordinated support given to emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing. Given the WC-LEMC is comprised by 8 local governments, a single Recovery Plan has been prepared and presented as Appendix 9 to these LEMA.

Each participating local government has its own Recovery Procedures in place which outlines how they will activate Recovery within their respective organisations and communities as required. These procedures are maintained by each local government and are not published.

9.2 Aim of Recovery

The aim of providing recovery services is to assist the affected community towards management of its own recovery. It is recognised that where a community experiences a significant emergency there is a need

to restore, as quickly as possible, quality of life to an affected area so that it can continue to function as part of the wider community.

9.3 Transition from Response to Recovery

Response and recovery activities will overlap and may compete for the same limited resources. Such instances should normally be resolved through negotiation between the Incident Controller, the LRC and the LEC. However, where an agreement cannot be achieved, preference is to be given to the Response requirements.

The process of transitioning to recovery from level 2 and 3 emergency events will be complemented by completion of an Impact Statement to be prepared by the Controlling Agency. Preparation of this Statement should be coordinated in conjunction with the LG and will need to be signed by the relevant CEO prior to final handover.

9.4 Local Recovery Coordinator

Each local government comprising the WC-LEMC has appointed a LRC in accordance with the EM Act 2005, section 41(4).

A schedule of LRC's with contact numbers is contained in Appendix 9.

9.5 Local Recovery Coordinator Roles and Responsibilities

The responsibilities of the LRC may include any or all of the following:

- Prepare, maintain and test the LRP and Procedures
- Assess the community Recovery requirements for each event, in consultation with the HMA, LEC and other responsible agencies, for:
 - Advice to the Mayor/Chief Executive Officer on the requirement to activate the Plan and convene the LRCG and
 - Initial advice to the LRCG, if convened.
- Undertake the functions of the Executive Officer to the LRCG
- Assess the LRCG requirements for the restoration of services and facilities with the assistance of the responsible agencies where appropriate, including determination of the resources required for the Recovery process in consultation with the HMA during the initial stages of Recovery implementation.
- Coordinate local Recovery activities for a particular event, in accordance with plans, strategies and policies determined by the LRCG.
- Monitor the progress of Recovery and provide periodic reports to the LRCG.
- Liaise with the Chair of the State Recovery Coordination Group (SRCG) or the State Recovery Coordinator (SRC), where appointed, on issues where State level support is required or where there are problems with services from government agencies locally.
- Ensure that regular reports are made to the SRCG on the progress of Recovery and
- Arrange for the conduct of a debriefing of all participating agencies and organizations as soon as possible after stand-down.

9.6 Local Recovery Coordination Group

The LRCG can expand or contract as the emergency management process requires. When forming the LRCG, the LRC will organise the team based on the nature, location and severity of the event as well as considering the availability of designated members.

The LRC will also ensure that the LRCG has the technical expertise and operational knowledge required to respond to the situation.

9.7 Function of the Local Recovery Coordination Group

The LRCG has the role to coordinate and support the local management of the Recovery processes within the community subsequent to a major emergency in accordance with SEMC Policies, local plans and arrangements.

The LRCG responsibilities may include any or all of the following:

- Appointment of key positions within the Group and, when established, the sub-groups
- Establishing sub-groups, as required and appointing appropriate chairpersons for those sub-groups. Sub-groups may include personnel to manage the following environmental areas
 - Built
 - Natural
 - Economic
 - Community
- Assessing the requirements for recovery activities with the assistance of the responsible agencies, where appropriate
- Develop plans for the coordination of Recovery processes
- Activation and coordination of the Local Recovery Centre, if required
- Negotiating the most effective use of available resources
- Ensuring a coordinated multi-agency approach to community Recovery
- Making appropriate recommendations, based on lessons learned, to improve the community's Recovery preparedness.
- Ensure appropriate evaluation and reporting on the Recovery process in accordance with SEMP Policy 6.10.1
- Develop a Communication strategy in accordance with "communicating in Recovery Guidelines" prepared by the State Emergency Management Committee (SEMC) Public Information Reference Group.

9.8 Local Recovery Coordination Group Composition

Because these Arrangements affect 8 local governments, the Recovery Coordination Group would normally be formed in the local government

area where the emergency has occurred, so it is not practical to nominate specific persons to the roles. The LRCG that is established to manage the local Recovery process would include the following membership structure:

POSITION	SUGGESTED REPRESENTATIVE
Chairperson	Nominated Local Government Representative (eg: Mayor, Chief Executive Officer)
Executive Officer	Nominated Local Government Representative
Local Recovery Coordinator	Nominated Local Government Representative
Executive Public Liaison Officer	Nominated Local Government Representative
Group Members	Technical and operational expertise knowledge required to respond to the situation from Local Government and relevant State Government Departments
Other Representatives	State Government <ul style="list-style-type: none">Controlling AgencyDepartment Fire & Emergency ServicesWA Police ForceDCMain Roads WAWater Corporation Lifelines <ul style="list-style-type: none">Western PowerTelstra St John AmbulanceCommunity Leaders.

Table 11 - Recovery Committee Membership



10 Exercising, Reviewing and Reporting

10.1 The Aim of Exercising

Testing and exercising is essential to ensure that emergency management arrangements are workable and effective. Testing and exercising is important to ensure individuals and organisations remain aware of what is required of them during an emergency response situation.

The exercising of a HMA's response to an incident is a HMA responsibility however it may be incorporated into the WC-LEMC exercise.

Exercising the LEMA's will allow the WC-LEMC to:

- Test the effectiveness of the local arrangements
- Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities
- Help educate the community about local arrangements and programs
- Allow participating agencies an opportunity to test their operational procedures and skills in simulated emergency conditions
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination and collaboration.

10.2 Frequency of Exercises

State EM Policy section 4.8, State EM Plan section 4.7 and State EM Preparedness Procedure 19 outline the State's arrangements for EM exercising, including the requirement for WC-LEMAs to exercise its LEMA's on at least an annual basis.

10.3 Types of Exercises

Some examples of exercises types include:

- desktop/discussion
- a phone tree recall exercise
- opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency
- operating procedures of an ECC; or
- locating and activating resources on the Emergency Resources Register.

10.4 Reporting of Exercises

The WC-LEMC will report its exercise schedule to the relevant DEMC by the 1st January each year for inclusion in the DEMC report.

Once the exercises have been completed, post exercise reports are forwarded to the DEMC to be included in reporting for the SEMC annual report.

10.5 Review of Local Emergency Management Arrangements

The LEMA's shall be reviewed in accordance with State EM Policy section 2.5 and amended or replaced whenever the local governments consider it appropriate.

In accordance with State EM Policy section 2.5, the LEMA (including Recovery Plans) will be reviewed and amended as follows:

- contact lists are reviewed and updated quarterly refer Appendix 5.
- a review is conducted after training that exercises the Arrangements
- an entire review is undertaken every five (5) years, as risks might vary due to climate, environment and population changes; and
- when circumstances require more frequent reviews.



10.6 Review of Local Emergency Management Committee Positions

The local government, in consultation with the parent organisation of members shall determine the term and composition of WC-LEMC positions and document detail within its Terms of Reference.

10.7 Review of resources register

A schedule of resources held by Local Government can be viewed at Appendix 3. The Executive Officer shall have the resources register checked and updated on an annual basis, ongoing amendments occur at each WC-LEMC meeting.

10.8 Annual Reporting

Each member Local Government shall submit an Annual and Preparedness Report to the DEMC at the end of each financial year. This information provided by the Annual and Preparedness Reports is collated into the SEMC Annual Report which is subsequently tabled in Parliament.

11 APPENDICES



APPENDIX 1 CRITICAL INFRASTRUCTURE

ITEM	LOCATION	DESCRIPTION	OWNER	CONTACT DETAILS	COMMUNITY IMPACT DESCRIPTION
King Edward Memorial Hospital	374 Bagot Road Subiaco	Public Hospital	Health Department of WA	9340 2222	Public hospital
East Perth, Leederville, West Leederville, Subiaco, Daglish, Claremont, Mosman Park, Victoria Street and Swanbourne Train Stations	Perth to Midland and Perth to Fremantle rail lines	Train & Bus Stations	State of WA Transperth	9220 9999	Major transport infrastructure.
Beatty Park Leisure Centre	220 Vincent Street North Perth	Recreation and aquatic centre	City of Vincent	92736000	Recreation facility
Leederville Oval	246 Vincent Street Leederville	WAFL & AFL Stadium	City of Vincent	9208 9999	WAFL & AFL Venue
HBF Park	310 Pier Street Perth	Sporting Stadium and occasional events	City of Vincent	9422 1500	Facility for Soccer & Rugby including concerts etc
HBF Stadium	Stephenson Ave Mt Claremont	Athletics Stadium	State of WA	Venues West 9441 8222	Mass gatherings, loss of venue, Chemical exposure from chlorine
Hollywood Private Hospital	Monash Ave, Nedlands	Hospital	Ramsay Health Care	9346 6000	Nursing care , loss of hospital
Campbell Barracks	Swanbourne	Army installation	Commonwealth	1300 333 362	Loss of Defence equipment & Resources

ITEM	LOCATION	DESCRIPTION	OWNER	CONTACT DETAILS	COMMUNITY IMPACT DESCRIPTION
Irwin Barracks	Karrakatta	Army installation	Commonwealth	1300 333 362	Loss of Defence equipment & Resources
Karrakatta Cemetery	Railway Parade Nedlands	Cemetery	Metropolitan Cemeteries Board	1300 793 109 or 9383 5255	Loss of cultural significance
Subiaco Wastewater Treatment Plant	Lemnos Street Shenton Park	Water treatment plant	Water Corporation	9380 7499	Water Corporation wastewater treatment plant
Wembley Golf Complex	200 The Boulevard Wembley Downs	Golf complex	Town of Cambridge	6280 1300	Loss of recreational facility
Bold Park Aquatic Centre	215 The Boulevard City Beach.	Aquatic complex	Town of Cambridge	9385 8767	Loss of recreational facility
Quarry Ampitheatre	1 Waldron Drive City Beach	Entertainment venue	Town of Cambridge	9385 7144	Loss of entertainment facility
Matthews Netball Centre	Selby Street Wembley	Sports complex	Town of Cambridge	9387 7011	Loss of recreational facility
St John of God Hospital	12 Salvado Road Subiaco	Hospital	St John of God Health Care	9213 3636	Private Hospital
Floreat and City of Perth Surf Lifesaving Clubs	Floreat and City Beaches	Surf rescue facilities	Town of Cambridge	9385 9370 9385 9232	Surf rescue facilities
Royal Agricultural Showgrounds	1 Graylands Road Claremont	AFL Complex and venue for annual show	Town of Claremont	6263 3100	Loss of community facilities
Claremont Aquatic Centre	12 Davies Road Claremont	Aquatic Complex	Town of Claremont	9285 4343	Loss of recreational facility
Claremont Football Stadium	3 Davies Rd, Claremont	Sports Complex	Claremont Football Club	9384 9200	Loss of recreational facility
Claremont Quarter Shopping Centre	9 Bayview Tce Ave Claremont	Shopping Complex	Private Ownership	9286 5888	Shopping centre

ITEM	LOCATION	DESCRIPTION	OWNER	CONTACT DETAILS	COMMUNITY IMPACT DESCRIPTION
Town Hall Claremont Community Hub.	Stirling Highway Claremont	Community Complex	Town of Claremont	9385 4300	Loss of Cultural centre
Bethesda Hospital	25 Queenslea Drive Claremont	Hospital	Bethesda Health Care	9340 6300	Private Hospital
University of WA Claremont Campus	Cnr Princess and Goldsworthy Rd Claremont	University campus	University of WA	6488 1857	Education facility
University of WA Research Institute	1 Underwood Avenue, Mt Claremont	University Research facility	University of WA	6488 6000	Education facility
Claremont Recreation Centre	Bay View Terrace	Recreation centre	Town of Claremont	9285 4300	Recreational facility
Cottesloe and North Cottesloe Surf Club	Cottesloe Beach	Surf rescue facilities	Town of Cottesloe	9383 4400 9284 2626	Surf rescue facilities
Swanbourne Nedlands Surf Life Saving Club	Marine Parade, Swanbourne	Surf Rescue	Surf Life Saving	9384 0020	Surf rescue facilities
Sea View Golf Club	Jarrad Street Cottesloe	Golf course & Club	Town of Cottesloe	9384 0471	Recreational facility
Cottesloe Golf Club	173 Alfred Road, Swanbourne	Golf course & Club	City of Nedlands	9384 3222	Recreational facility
Nedlands Golf Course	120 Melvista Avenue, Dalkeith	Golf course & Club	City of Nedlands	9389 1244	Recreational facility
Freshwater Bay foreshore reserve	Hobbs Place Peppermint Grove	Passive recreation venue	Shire of Peppermint Grove	9286 8600	Passive recreation facility
Royal Freshwater Bay Yacht Club	1 Hobbs Place, Peppermint Grove	Sailing Club		9286 8200	Sailing club
Nedlands Yacht Club	Esplanade (between Charles Court Reserve and Paul Hasluck Reserve).	Yacht Club	City of Nedlands	9386 5496	Yacht Club

ITEM	LOCATION	DESCRIPTION	OWNER	CONTACT DETAILS	COMMUNITY IMPACT DESCRIPTION
Perth Flying Squadron Yacht Club	Esplanade (between Paul Hasluck Reserve and Beaton Park)	Yacht Club	City of Nedlands	9386 6437	Yacht Club
Keanes Point Parkland	Johnson Street Peppermint Grove	Passive recreation venue	Shire of Peppermint Grove	9286 8600	Passive recreation facility
Cottesloe Central Shopping Centre	460 Stirling Highway Cottesloe	Shopping Centre	Private ownership	9322 5111	Shopping Centre
Camelot Outdoor Theatre	16 Lochee Street Mosman Park	Entertainment venue	Town of Mosman Park	9386 3554	Performing arts venue
Town of Mosman Park Administration Centre	1 Memorial Dr, Mosman Park	Council	Town of Mosman Park	9383 6600	Loss of local government guidance and assistance
Town of Mosman Park Works Depot	100A McCabe St, Mosman Park	Depot	Town of Mosman Park	9383 6600	Loss of local government guidance and assistance.
Regal Theatre	474 Hay Street Subiaco	Entertainment venue	Theatre Trust	9388 2066	Performing arts venue
Sunset Hospital	Birdwood Parade	Arts, cultural and community use centre	Department of Local Government Sports and Cultural Industries	6552 7300	Passive community arts facility
Subiaco Arts Centre	Hamersley Road Subiaco	Entertainment venue	Perth Theatre Trust	9265 0900	Performing arts venue
Western Power substation	Selby Street, Shenton Park	Utilities – Electricity	Western Power	13 10 87	Distribution of power
Western Power substation	Brockway Road, Mt Claremont	Utilities – Electricity	Western Power	13 10 87	Distribution of power
Commonwealth Scientific & Industrial Research Organisation	147 Underwood Avenue, Floreat	Research facility	CSIRO	9333 6000	Environment and Life Sciences facility

APPENDIX 2 SPECIAL NEEDS

NAME	DESCRIPTION	ADDRESS	CONTACT 1	CONTACT 2	NO PEOPLE	HAVE THEY GOT AN EVACUATION PLAN? WHO MANAGES THE PLAN? HAS A COPY BEEN PROVIDED TO THE LEMC?
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The Plan for Local Emergency Relief and Support Perth & Fremantle Districts, prepared by the DC, contains, in its Appendix 9, a schedule of groups that may require special attention during an emergency and is not replicated here.

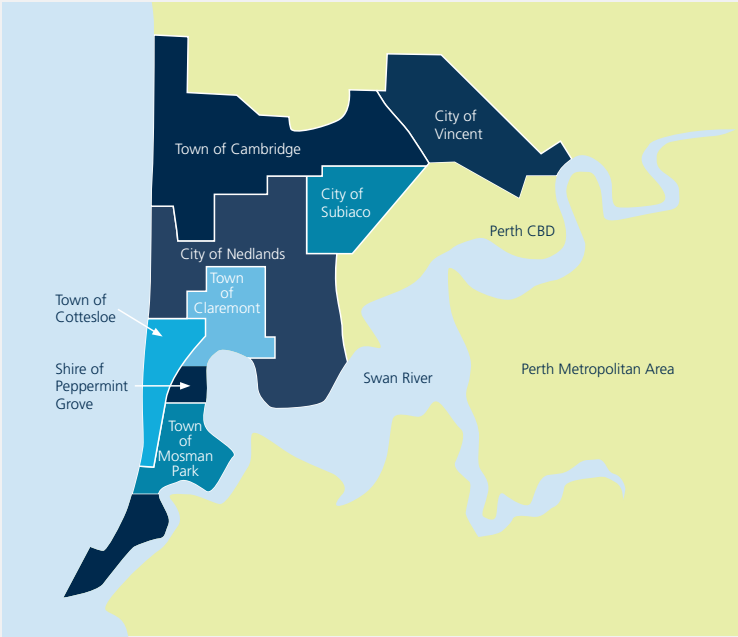


APPENDIX 3 RESOURCES

LOCAL GOVERNMENT	DESCRIPTIONS
City of Subiaco	The member Local Governments have access to plant and machinery that would be typical of an inner-metropolitan local authority. Items ranging from trucks, front end loaders, bobcats, backhoes, generators, trailers, dingo diggers, elevated platforms, buses, road sweepers, all-terrain vehicles, variable message boards, rollers and refuse trucks.
City of Nedlands	
Town of Cambridge	
Town of Cottesloe	
Town of Claremont	The City of Nedlands has a fully resourced response and recovery trailer that may be utilised by either of the participating local governments.
Town of Mosman Park	
Shire of Peppermint Grove	
City of Vincent	

In addition to the above, the member Local Governments, typical of most inner-city local governments, maintain a fleet of small light vehicles, small machinery and equipment, detail of which would be available upon contacting the City's nominated representative as detailed in **Appendix 5**.

APPENDIX 4 MAP OF REGION



APPENDIX 5 CONTACTS

Organisation	Name	Call Priority	Phone	Mobile	Email
Rather than provide a schedule of contacts for each of the participating local governments, many of which are a mix of private or work mobile phone contacts, the Executive Officer will periodically request an update to a standard schedule of contacts and distribute that list to relevant Controlling Agencies for information.					
This process ensures greater accuracy of data and an assurance that the nominated contact is current.					

APPENDIX 6 SPECIAL CONSIDERATIONS

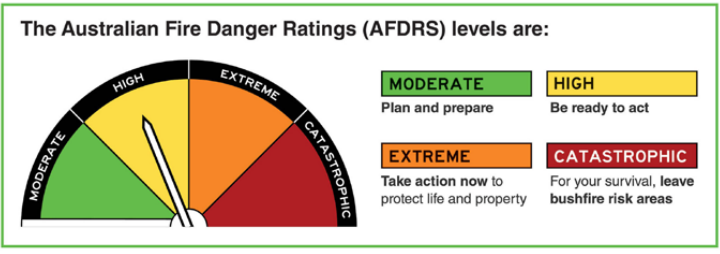
DESCRIPTION	TIME OF YEAR	IMPACT / NO. OF PEOPLE
City to Surf	August	Large gatherings between Perth CBD and City Beach.
Froth Town	August	Large events and gathering at Claremont Showgrounds
Royal Agricultural Show	September	Large events and gathering at Claremont Showgrounds
Sculptures by the Sea	February/March	Large gatherings Cottesloe Beach
Caravan & Camping Show	March	Large event and gathering at Claremont Showgrounds
Spilt Milk and Snack New Eve	December	Large event and gathering at Claremont Showgrounds
Origin Concert	December	Large event and gathering at Claremont Showgrounds
HBF Park Perth	Periodically throughout the year	Rugby, soccer matches and occasional concerts. Numbers up to 20,500 attendees
Hyde Park Fair	March Annually.	Community Fair Rotary club Gatherings over a 2 day period.
St Patrick's day parade Leederville	March- annually	Large groups gathering in Leederville and Leederville oval.
Pride Fair Hyde Park	November annually.	Large number of attendees.
The Muster	May	Large event and gathering at Claremont Showgrounds
Season Halloween	October	Large event and gathering at Claremont Showgrounds



APPENDIX 7 LOCAL PUBLIC WARNING AND INFORMATION SYSTEMS

LOCAL INFORMATION AND WARNING SYSTEMS	DESCRIPTION
Local Radio	Used for emergency alerts in line with emergency agencies.
Websites:	The 8 Local Governments comprising the WC-LEMC have website that will display alerts and warnings as posted by the HMA and advertise prevention measures. This also includes other social media.
SYSTEMS	DESCRIPTION
DFES Public Information Line	<p>When there is an incident that threatens lives or property, DFES activates the public information system. Emergency alerts are only issued for major emergencies involving fires, cyclones, floods, earthquakes, tsunamis and HAZMAT spills. DFES issues warnings on or to the following:</p> <ul style="list-style-type: none">• Emergency WA Website – emergency.wa.gov.au• DFES Emergency Information 13 3337• Social Media (Facebook, Twitter @dfes_wa)• Other media outlets and stakeholders (other State Government)• SES Assistance 132 500
Bureau of Meteorology (BoM): www.bom.gov.au	<p>BoM provides weather warning information to the public. The warning services provided include:</p> <ul style="list-style-type: none">• Fire weather warnings• Severe thunderstorm and general severe weather warnings• Other warnings or alerts• National Weather Warnings 1300 659 210• Tsunami threat information 1300 878 6264 <p>The information provided in a weather warning includes the type of warning issued, when and where they are issued and samples of the individual warnings.</p> <p>The BoM site also provides current weather radar displays, satellite images, weather charts and weather observations. The BoM can be contacted by calling (03) 9669 4000 or for hearing or speech impairment call (02) 9296 1555.</p>

SYSTEMS	DESCRIPTION
ABC Radio	Local ABC Radio – Call sign 6WV – frequency – 720AM Perth.
Emergency Alert System:	<p>Delivers automatic emergency warnings direct to an area when lives may be in danger in that area. It does not replace current public information tools or the need for the community to remain vigilant and look after their own safety. It is an additional tool used to alert people in a specific location where there is immediate danger.</p> <p>All home phones (landline), including silent numbers, are automatically registered on Emergency Alert. Mobile phones are automatically registered to the billing address.</p> <p>Messages broadcast by Emergency Alert are made with the authority of an HMA in an emergency.</p>



APPENDIX 8 LG PARTNERING AGREEMENT

PARTNERING AGREEMENT

Western Central Emergency Management Support Group

For

The provision of Mutual Aid during response to and recovery from an emergency event

JUNE 2024

1. PURPOSE

To facilitate the provision of mutual aid between Parties to the Partnering Agreement ('the Agreement') for support during the Response to an emergency event and Recovery of the impacted community.

2. PARTIES TO THE AGREEMENT

The Parties to the Agreement are:

1. Town of Cambridge
2. Town of Claremont
3. Town of Cottesloe
4. Town of Mosman Park
5. City of Nedlands
6. Shire of Peppermint Grove
7. City of Subiaco
8. City of Vincent.

Collectively referred to in this document as the Western Central Emergency Management Support Group.

3. DEFINITIONS

Definitions to terms contained within the Agreement are as per those contained within the EM Act 2005 and Emergency Management Regulations 2006 and State Emergency Management Policies.

Local Government Chairperson – the person nominated by the Local Government who for the time being is the chair of the WC-LEMC.

Requestor for Support – The Local Government(s) seeking assistance under the terms of the Agreement.

Provider of Support – The Local Government(s) providing assistance under the provisions of the Agreement.

4. PARTNERING OBJECTIVES

The Agreement is for the purpose of mutual aid between the parties to the Agreement to undertake the following subject to assessing the impact of the said request for mutual aid on the ability of the Local Authority to assist.

- 4.1 Provide mutual aid to support the Incident Controller during the Response to an emergency event.
- 4.2 Ensure all Recovery activities are conducted in accordance with the EM Act 2005 and Regulations 2006 and State Emergency Management Policy.
- 4.3 Provide mutual aid for Recovery management activities; and
- 4.4 Conduct Recovery planning utilising an "All Agencies" approach in accordance with the Local Recovery Planning Guide and State Emergency Management Policy 4.4.

5. PARTNERING EXPECTATIONS

- 5.1 To provide where possible both physical and human resources to support the emergency Response and to assist with Recovery of the impacted community. The type of initial aid is to assist immediate Response and then Recovery of a short duration. Ongoing protracted assistance, but still in the absence of the emergency being declared a disaster, will be subject to further negotiation and agreement in writing between the parties concerned.
- 5.2 To ensure that the Incident Controller of the designated Controlling Agency for the incident is advised of all requests for support as soon as practicable, and in consultation with the designated LRC and the Local Emergency Coordinator.
- 5.3 To ensure all personnel and equipment provided are covered by the Provider of Support own insurance.
- 5.4 Provider of Support will be responsible for all costs associated with its legislative responsibilities for its employees and equipment incurred during the provision of support unless otherwise agreed in writing.
- 5.5 The Requestor for Support will be responsible for all incidental costs associated with the Provider of Support personnel and equipment such as catering, accommodation, Occupational Health & Safety issues, transport fuel and storage.
- 5.6 The position of Chair and administrative support of the Western Central Emergency Management Support Group will be rotated in alphabetical order between parties to the Agreement on a biennial basis in the same sequence as the WC-LEMC, refer Terms of Reference clause 6.
- 5.7 The Group will meet at least once annually at Local Government Chairperson's locality to review the Agreement and assess its relevance and suitability to the parties and other business relevant to the Agreement and its operation.
- 5.8 To ensure that all requests for mutual aid are directed from the LRC of the requesting Local Government to the Chief Executive Officer of the Local Government being requested to provide assistance.

6. DURATION AND AMENDMENT:

- 6.1 The Agreement will come into effect at the date of endorsement of the LEMAs by each party.
- 6.2 The Agreement will remain in place until terminated.
- 6.3 The terms of the Agreement shall not be amended in any respect except by agreement of all Parties in writing.

7. TERMINATION:

The Agreement may be terminated by mutual agreement of all Parties in writing at any time.

8. WITHDRAWAL:

Any Party may withdraw from the Agreement by giving three (3) months' notice in writing to the Local Government Chairperson at any time.

9. NOTICES:

Communications in relation to the Agreement must, unless otherwise notified in writing, be addressed and forwarded as follows:

Chairperson

Western Central Emergency Management Support Group

c/o (Local Government responsible for chairperson at the time)

10. AGREEMENT

Parties to the Agreement, agree to the preceding provisions in regard to the provision of mutual aid.

INTRODUCTION

Recovery is the coordinated process of supporting “emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychological, and economic wellbeing the Emergency Management Act” (EM Act 2005).

The EM Act 2005 became effective on 23rd December 2005. The Act places a responsibility on local governments to:

- Establish a Local Emergency Management Committee.
- Prepare and maintain LEMAs and manage recovery activities within their districts.
- Appoint a LRC for that purpose.

The approach taken by the following local governments in relation to items one and two above is to participate regionally through what is referred to as the WC-LEMC and to have a common set of Emergency Management Arrangements and a single Recovery Plan that provides an overview of their obligations in this regard:

- City of Subiaco
- Town of Cambridge
- Town of Claremont
- Town of Cottesloe
- Town of Mosman Park
- City of Neelands
- Shire of Peppermint Grove
- City of Vincent

To supplement the regional approach to emergency management and recovery, each participating Local Government acknowledges its responsibility for the recovery of its own community after an emergency event and as such has developed their approach to the completion of that process which they have each documented in operational Recovery Procedures.

COMMUNITY RECOVERY MANAGEMENT PRINCIPLES

Recovery forms the fourth element of the PPRR (Prevention, Preparedness, Response and Recovery) approach to emergency management in WA. Local government is to manage recovery following an emergency affecting the community in its district (S 36(b) EM Act 2005)

Large scale recovery operations wider than one local government jurisdiction may be managed by the SRC, appointed by the Department of Premier and Cabinet, who will convene a State Recovery Coordination Group. State policy and arrangements for recovery, including recovery management structures and responsibilities, are detailed in the State Emergency Management Plan, in particular Part 6.

Wherever possible for local recovery arrangements, the normal local government management and administrative structures and practices will be used, ensuring that these structures and practices are modified to be responsive to the special needs and circumstances of the community affected by an emergency event.

It needs to be recognised that an emergency impacting on the community may also have an adverse impact on the relevant Local Government and its various facilities and resources and consequently on its capacity to conduct normal business activities whilst responding to the recovery needs of our community. For this reason, Business Continuity is an integral supplement to this Plan.

AIM

The aim of this document is to acknowledge local governments roles and responsibilities to restore, as quickly as possible, the quality of life in the affected portion of the community, so that affected parties can continue to function as part of the wider community.

The various Recovery Procedures developed and maintained by the individual participating Local Governments document how those organisations will achieve that outcome.

OBJECTIVES

The objectives of this Plan are to:

- Acknowledge local governments role in the Recovery process and to establish a framework for the management of community recovery from emergencies in the participating local governments.
- identify the essential roles and responsibilities of organisations/agencies participating in the recovery process, including the LRC.

SCOPE

The scope of these recovery arrangements is limited to the boundaries of the participating local governments as outlined in the LEMAs Appendix 4.

The extent to which the arrangements in this Plan and the processes within the individual Recovery Procedures are activated will vary dependent on the nature and extent of the emergency event.

RECOVERY PROCEDURES

As mentioned above, in addition to this Plan, the member Local Governments have each prepared Recovery Procedures that supplement this Plan.

The Procedures are designed to provide more detail of how the respective Local Governments will initiate, maintain and stand down its involvement in recovery from an emergency.

ACTIVATION

According to state protocols, the Controlling Agency involved in responding to an emergency is responsible for ensuring that recovery arrangements are activated, if required. The Controlling Agency should convey the need for initiation of a recovery process to the affected local government to prepare for a transition from response to recovery and at the agreed point, transfer responsibility for the recovery activity to that local government. The “handover” arrangements should be documented in the appropriate Impact Statement completed in collaboration with the respective Local Government, in particular, the affected Local Governments’ Recovery Coordinator.

Where an emergency is assessed by the Controlling Agency as being of sufficient scale to require State

level recovery coordination, the Controlling Agency will, with agreement of the affected local government, discuss the transfer of the recovery coordination responsibilities to the State with the Chair of the States Recovery Coordination Group.

(Refer SEMC Policy 6.4 State Emergency Management Policy for more detail)

Despite the above, the affected Local Government should initiate recovery processes in advance of an approach by the Controlling Agency. The Local Government should make its own assessment of an emergency event and position itself to be ready to manage the recovery phase of an emergency event. Failure to be proactive will prejudice the capacity of the organisation to respond in a timely and effective manner.

It is important that the Local Government, for the purpose of being prepared, is pro-active and initiates early liaison and engagement with the Controlling Agency, through the ISG during the response phase to ensure the transition to recovery is not overlooked.

The LRC, or a person delegated by that position, is to liaise with the Controlling Agency and initiate recovery activities as soon as possible, preferably prior to or during an emergency event.

The LRC should initially convene a meeting of Local Governments in-house Recovery Team as soon as is practical where the emergency is or is likely to be of a magnitude that requires that level of involvement. The in-house team should consider the need for and composition of a LRCG that may involve membership from Hazard Management Agencies, DC and other outside agencies and organisations.

AFTER HOURS, WEEKENDS AND PUBLIC HOLIDAYS

Unfortunately, nature has no programmed working day, weekends and public holidays, an emergency event can occur at any time requiring local government participation in emergency management.

The LEMAs detail the relevant afterhours numbers in Appendix 5.

LOCAL RECOVERY COORDINATORS

Each Local Government will appoint its own LRC. There is no specific requirement as to who should complete this role but it is advisable that it be a position within the corporate structure that has capacity to direct resources, commit expenditure and has access to the Mayor/President, communication staff and media.

The current LRCs are listed below:

Local Government	Local Recovery Coordinator	Contact Number
Subiaco	James Hambly Kris Rogers	Contact numbers will be provided to relevant HMA's and Controlling agencies on a regular basis.
Nedlands	Matthew MacPherson	
Vincent	Peter Varris	
Cambridge	Jane Anderson	
Claremont	Bree Websdale	
Mosman Park	Ailsing Green Amy May	
Peppermint Grove	Donovan Norgard	
Cottesloe	Wayne Johnson	

The key function of the LRC is to:

- Liaise with the Controlling Agency during an emergency response phase.
- Be involved in transition process from response to recovery including finalisation of handover documents.
- Formally activate the recovery phase as required.
- Liaise with and advise the Mayor/President and elected members during the recovery phase, including provision of progress reports and information.
- With support from Directors and managers, coordinate recovery activities at an operational level.
- Appoint a deputy in case the LRC is not available.
- Plan the continuing recovery activity.



LOCAL RECOVERY COORDINATION GROUP

The LRCG is a team established to assist with the Recovery process. The ultimate form of the team for any specific emergency event will vary depending on the nature of the emergency event and the internal structure and capacity of the impacted Local Government.

The LRCG will be supported by the LRC, be supported by key local government personnel and may include membership from external agencies and organisations that can provide technical and professional support to the Recovery process.

A comprehensive matrix of the likely tasks of the various positions and teams participating in the recovery process is contained in the respective Procedures.

Note:-

The LRCG may not always look the same and there are several phases through which the "business as usual" structure will morph to an organisational structure that is positioned for full scale recovery.

For example, a small scale localised emergency event may be attended to under the normal business structure. Alternatively, the scale of the event may require activation of the LRCG, initially all of the members through to events of such a scale requiring complete transition from a business as normal to a complete and absolute effort by the entire organisation to manage the recovery process.

Local Recovery Coordination Group Functions

The key function of the LRCG is to:

- Determine strategies for the conduct of recovery and assistance measures.
- Assess requirements for restoration of services and facilities.
- Identify community needs and resource requirements and make recommendations to appropriate recovery agencies, and the State's recovery management structure, if required.
- Determine the need for and select a Recovery Centre (RC) as a one-stop-shop for recovery resources and information.
- Select a Local Evacuation Centre often referred to as a Relocation Centre, if required by the Controlling Agency.

- Monitor the progress of recovery.
- Liaise, consult and negotiate, on behalf of affected communities, with recovery agencies and government departments.
- Liaise with DC to provide short term emergency accommodation and personal support services to the community.
- Establish internal accounting arrangements and manage financial relief schemes for the City.
- Undertake specific recovery activities as determined by the circumstances and the Team.

Impact Assessment by Local Recovery Coordination Group.

A primary function of the LRCG is to gain an early understanding of the impact of an emergency event.

Impact assessment involves gaining early and accurate information about the impact of the event on the organisation itself, individuals, the community, and infrastructure. Impact assessment is critical to the management of an effective recovery process and must involve all relevant agencies, working together to exchange information.

An early understanding of the impact is gained through the liaison between the LRC and the Controlling Agency during the response phase and detail should be recorded in the handover document, otherwise referred to as an Impact Statement.

Information acquired through liaison with the Controlling Agency and in the Impact Statement will provide a certain level of information at a point in time however the Local Government staff and others working with the LRC will need to monitor the unforeseen consequences of the emergency event and adjust the Recovery activities accordingly. The officers and agencies involved in this process could include:

- Hazard Management Agency.
- Community service providers, social agencies, to identify people in need of immediate assistance.
- Red Cross
- Department of Health
- Environmental Health Officers
- Building Surveyors
- Engineers
- Communications professionals
- Rangers.

It is recognised that various agencies will collect data for their own purposes; however, recovery planning must provide coordination of inspections, and the eventual synthesis of various reports into an overall summary.

The role of the LRCG in undertaking an impact assessment shall be to:

- Use intelligence and information gathered from the response phase and the Impact Statement.
- Confirm the total area of impact for determination of priorities.
- Manage the collection and collation of the required data.
- Set out the immediate information needs, infrastructure problems and status, damage impact and welfare issues.
- Link with parallel data-gathering work.
- Identify and close information gaps (establish the “big picture”).
- Gather evidence to support requests for government assistance.
- Ensure all relevant information is strictly confidential.

The LRCG needs to be aware that inspections and needs assessments (surveys) may be necessary to gain an overall perspective of the emergency event.

Building inspectors, engineers and public health officers are likely to want to make inspections. The inspection process needs to be managed to ensure that priority tasks are completed first and coverage is completed safely and with efficient use of resources.

Assessments can be used to assist short-term recovery through:

- Determining numbers, locations, circumstances and ethnicity of displaced and/or injured people.
- Assessing the safe occupation of buildings and their continued use, especially emergency facilities.
- Confirming the state of lifeline utilities.
- Assessing the need for temporary works, such as shoring up and securing of property.
- Protecting property from unnecessary demolition.
- Criminal activity.

Inspections and needs assessments also contribute to longer-term recovery measures through:

- Defining personal and community needs.
- Determining aid and resource requirements for permanent recovery.
- Estimating the cost of damage.
- Acquiring engineering, scientific and insurance data to inform the disaster mitigation process.

Regional Cooperation

The WC-LEMC Local Government members have a Memorandum of Understanding (MOU) in place that ensures regional resource sharing to assist each other during the recovery process from an emergency event.

COMMUNITY INVOLVEMENT

Community involvement is the means whereby those directly affected by a disaster help rebuild their own facilities and services. Community involvement provides a framework for re-establishing the economic, social, emotional, cultural and physical well-being of the affected population.

Community involvement in recovery shall be enabled by the LRC and the LRCG who shall:

- link with existing community structures
- enlist support and advice by respected community leaders who can shape local opinion, exercise public and political influence and promote cohesion and stability
- recognise the value of local knowledge and use it to assist with the recovery process.

The LRC and the LRCG should be aware of challenges involved in working with the community including the need to determine community priorities.

REPORTING

The purpose of reporting is to maintain accountability and transparency, to keep the community informed, gain support and assistance and record an account of recovery efforts, including lessons learned.

Regular and thorough reporting of an emergency event, and of the recovery phase, will provide the Recovery Team with justification for actions taken and money spent to inform:

- the community affected by the emergency.
- Ratepayers.
- Taxpayers.
- the public (through the media).
- federal/state government if there are requests for physical assistance (e.g., from Defence Force) or financial assistance (requests for a donation to a Mayoral Relief Fund, or for recovery funding assistance).

A reporting system needs to cover the emergency event from beginning to the final stages of recovery. Reporting systems must be flexible, simple and succinct and have necessary administrative assistance when required. As one type of reporting will not fit all situations, reporting systems should be event specific.

The key people who will need to file regular reports are the Local Emergency Coordinator (while the state of emergency is in place) and the LRC. It is also essential that there is a plan in place to record all expenditure.

As well as keeping a precise record of when the state of emergency was declared, and when it is terminated, regular reporting on the state of the following should take place:

- Relief and Support
- public health
- business
- environment
- private property damage
- critical infrastructure
- communications
- adequacy of local resources
- external assistance
- transport

Coordinating production and maintenance of copies of reports from all teams (including other agencies) is an important management task, this role is undertaken by a nominated position. The sum of all the reports will provide a record of the recovery from the event.

MANAGED STAND DOWN

The recovery phase must have an end.

Organisational arrangements must be wound down and responsibility for completion of outstanding tasks and actions need to be acknowledged and assigned. The recovery phase involves restoring the community to the point where normal social and economic activity may resume.

Standing down may be at a nominated date and time or it may be a graduated process back to business as normal with some specified recovery activity continuing to be required.

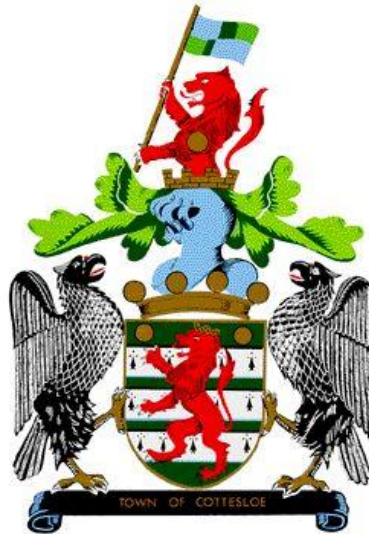
The Recovery Team is expected to plan to:

- Continually review the recovery management process with a view to withdrawing as the community takes over
- Stage a public event of acknowledgement and community closure.





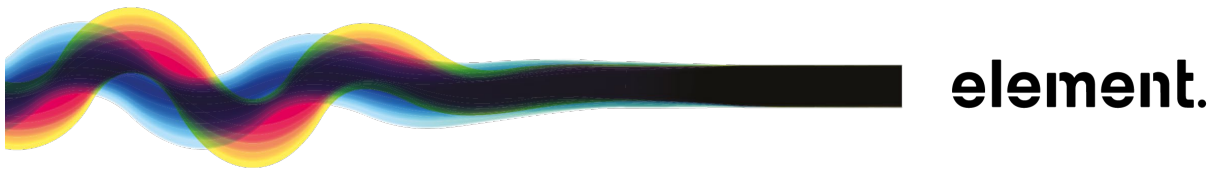
TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.4A:
ELEMENT - COMMUNITY ENGAGEMENT PLAN -
COTTESLOE GREEN INFRASTRUCTURE STRATEGY**



Green Infrastructure Strategy Framework

Community and Stakeholder Engagement Plan

May 2024 | 24-117

Document ID:					
Issue	Date	Status	Prepared by	Approved by	
			Name	Name	Signature
V1	8/5/2024	Draft	Hannah Lee Misha White	Misha White	

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We acknowledge the Whadjuk people of the Noongar nation as Traditional Owners of the land on which we live and work. We acknowledge and respect their enduring culture, their contribution to the life of this city, and Elders, past and present.

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Contents

1. Introduction 1

 1.1 Purpose 1

 1.2 Project Background 1

 1.3 Project Objectives 4

 1.4 Engagement Scope 5

 1.5 Engagement Objectives 5

2. Stakeholder Analysis 7

 2.1 Stakeholder Groups 7

 2.2 Level of Engagement 7

3. Action Plan 9

 3.1 Key Messages 9

 3.2 Risks and Mitigation Strategies 10

4. Methodology 12

 4.1 Communication Channels 12

 4.2 Engagement Activities 12

5. Communications and Engagement Activities Schedule 8

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1. Introduction

1.1 Purpose

On behalf of the Town of Cottesloe (the Town), **element** have been appointed to prepare a Community and Stakeholder Engagement Plan (CSEP) to undertake stakeholder engagement in relation to the City's Green Infrastructure Strategy (GIS) Framework, including:

- Green Infrastructure Strategy.
- Natural Areas Management Plan.
- Street Tree Management Plan.

1.2 Project Background

The Town of Cottesloe has prepared a Green Infrastructure Strategy and is seeking, which identifies five key objectives:

- Objective 1: Maintain and increase tree canopy cover on public land;
- Objective 2: Maintain and expand canopy cover on private land through development;
- Objective 3: Improve natural habitat and promote biodiversity conservation;
- Objective 4: Greening Cottesloe's areas of significance and activity centres; and
- Objective 5: Community involvement in greening the district.

The GIS is the overarching document to all management plans and policies relating to greening within the Town (as per Figure 1, below).

In 2023, the Natural Areas Management Plan (NAMP) and the Street Trees Masterplan (STM) were updated by consultants in preparation for public consultation as part of the Green Infrastructure Strategy. The Street Trees Masterplan (STM) update will incorporate feedback from residents through the community engagement process.

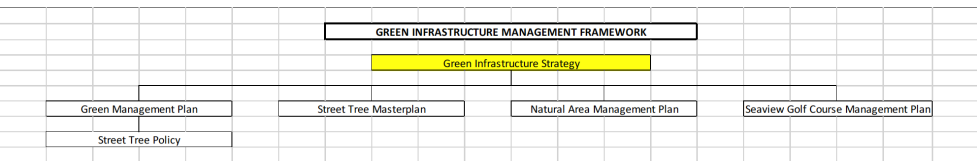


Figure 1: Green Infrastructure Management Framework overview, as per Town's Ordinary Council Meeting minutes

These management plans combined with the annual planting program and other associated initiatives delivers the targets within objective 1, 3, 4 and 5. Objective 2 remains the challenge as there is currently no State Government mandate for Local Governments to enforce tree retention on private properties and there is a risk that canopy within these tree areas will continue to decline and impact the overall tree cover across the district.

Developer incentives and benefits with public education and landowner collaborations are other solutions to achieve canopy growth on private land.



Street Tree Masterplan

Since the adoption of the original masterplan in 2017, over 700 new trees have been planted and Council has approved changes to some street species to encourage diversity for resilience against disease threats and climate change.

Due to changes in climate the Norfolk Island Pine (NIP) has become more susceptible to the fungal pathogen, *Neofusicoccum parvum*, and a number of these have died and been removed. Based on this it was recommended that non-thriving NIPs would be replaced with a more appropriate climate adapted tree species.

However, locations where NIPs would be maintained were:

- Selected local roads that contain heritage listed NIPs (Municipal and State Inventory) where NIPs appear to form a significant part of the street's aesthetics; and
- All Distributor Roads (Roads of Significance) as Gateways to Cottesloe with the lining of NIPs along the streets as Entry Statements to create a boulevard that provides a welcoming feel for visitors to a tourist destination.

The Town has also detailed the results of the Arborist report that show that the pathogen preventive measures have cost implications that need to be funded through rate increases in order to maintain the existing NIP population would involve significant rate increases to implement over a 100-year-period. This comes at the lost opportunity of planting an additional number of trees. The costly investment is in the order of planting 4000 to 5000 non-NIP species over the same analysis period that contributes to further canopy increase and is preservable using current budgeted practices.

As a result, in the report to the March 2024 Ordinary Council Meeting the Town has provided cost analysis for three (3) different NIP population scenarios that cover:

- Succession and replacement planting of NIPs to preserve its future populations.
- Pathogen preventive measures (additional watering and prescribed supplement for NIPs over 20 years old) vs the existing maintenance practice for all trees including NIPs (first 3 years after planting).
- Preserving different future NIP population scenarios that includes succession and replacement to maintain the number of these trees for each case study.

The financial considerations took into consideration the following risks and benefits associated with attempting to maintain the future NIP population:

Risks

- Perth has a drying climate.
- More NIPs will die from stress and disease as the climate changes.



- The Town will need to use more water to keep the trees alive during summer and drought.
- More water restrictions will be posed by State Government in the future making increased watering difficult.

Benefits

- Maintain the iconic NIP of Cottesloe.
- These trees contribute to shade and the Town's urban forest.

Natural Areas Management Plan (NAMP)

The original NAMP was completed in 2008. In 2015 a NAMP addendum was completed which included baseline vegetation condition surveys. The original 2015 NAMP has been updated through the establishment of the natural areas vegetation conditions status and prioritising their revitalisation restoration over the next ten years. The town engaged an environmental consultant to undertake a vegetation condition survey to assess the status of vegetation and comparing to the findings of the original survey undertaken for the 2015 NAMP.

The overall findings of the report provided the following recommendations:

- The Town should appoint a full time Bushcare Officer for natural areas for weed control, liaison between the Town's Environmental Coordinator and Operations team, and work with Cottesloe Coastalcare Association (CCA) to maximise volunteer input.
- Facilitate knowledge transfer between CCA and Town's staff to develop ways for volunteer membership and assistance can be retained and improved in the future.
- Maintain / increase budget for maintenance of natural areas.
- Ensure machinery, mulch and other materials used on restoration sites are weed free / screened.
- Ensure new infrastructure is planned in a way that protects and enhances natural areas.
- Ensure adequate planning is in place when considering the movement of people from street carparks to beach access areas.
- Make improvements to stormwater drain outlets discharging onto primary dune areas.
- Revegetation with tubestock and variety of suitable local provenance species.
- Select species most appropriate to the hydro geomorphological position.

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- Ensure planting density is increased in foredune or primary dune lower slope.
- Trees like *Casuarina equisetifolia* detracts from the natural beach setting. Whilst trees are a preferred shade option, incorporation of sustainable energy generating and unique in design (i.e. sculpturally) shade structures may offer a better solution for some exposed sites with seating.
- Increase knowledge of restoring coastal systems via ongoing training and development and engagement in on ground research.
- Use sustainable and biodegradable materials for slope stabilisation to avoid pollution and damage to wildlife.
- Use experienced contractors with sufficient resources to ensure delivery of assigned tasks such as weed control.
- Monitor the process of work and implement improvements along the way.
- Protect the natural heritage of the area.
- Implement smaller projects in high-impact areas and maintain them well.

1.3 Project Objectives

The primary objective of this project is to engage the community of the Town of Cottesloe to gather feedback on the following:

- Green Infrastructure Strategy (GIS)
 - Endorsement on the objectives and support actions outlined in the document.
 - Understand the support of the community pertaining to tree retention on private land.
- Street Tree Masterplan (STM)
 - Understand the support of the community pertaining to verge tree species and the replacement of NIPs.
- Natural Areas Management Plan (NAMP)
 - Support for key recommendations of the report.



1.4 Engagement Scope

The scope of Engagement works includes:

- Preparation of a Community and Stakeholder Engagement Plan to guide and coordinate inputs for the engagement process.
- Preparation of communications collateral, invitations and materials for stakeholder and community engagement. This will be completed by the Town of Cottesloe.
- Preparation of a community survey to be undertaken by community and stakeholders.
- Prepare an engagement outcomes report to summarise feedback from stakeholders in an easy to read and understand format.

1.5 Engagement Objectives

Early involvement of the local community and stakeholders will ensure the community are informed of the project ahead of any formal policy changes or council action, demonstrating transparency and ensuring that community views are reflected in the Town's decision-making process. Furthermore, engagement will aim to ensure relevant concerns and opportunities can be addressed, as early as possible.

The CSEP will support the Town's efforts to inform the community about the GIS and related documents and gather feedback.

With consideration of the project overview and background, the objectives of community and stakeholder engagement area to:

- Ensure that information provided to stakeholders about the GIS, STMP and NAMP is clear and easy to understand
- Summarise the information for the GIS, STMP and NAMP so that stakeholders who have not previously read the documents are able to understand the key points.
- Provide stakeholders with clear instructions about how to provide feedback relating to the GIS framework and accompanying documents.
- Ensure sufficient and timely communication channels are used encourage participation from a range of stakeholders.
- Determine sentiment and obtain comments for the key project objectives of the GIS, STMP and NAMP.

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- Prepare a clear easy to read Engagement Outcomes Report for the Town to review.

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2. Stakeholder Analysis

2.1 Stakeholder Groups

Understanding project stakeholders is a critical consideration of any engagement and communications program. By understanding who these groups or individuals are, we may better understand and analyse their degree of influence and interest and therefore the involvement they are likely to request and require. The following list summarises a non-exhaustive list of key stakeholders, grouped into broad categories.

Table 1: Stakeholder Analysis

Stakeholder	Interests/Concerns/Issues	Level of Interest	Level of Influence	Potential Engagement Activities
Town of Cottesloe				
Elected Members	Decision maker of approval of GIS	High	High	Council briefings
Town of Cottesloe Staff	Responsible for implementation of the GIS.	High	Medium	Project briefings
Local Residents / Businesses				
Cottesloe residents and property owners	Outcomes of GIS framework impact on tree canopy in the area they live and their private property.	High	Medium	Online survey
Local Business owners	Outcomes of GIS framework impact on business	Medium	Medium	Online survey
Cottesloe Coastalcare Association	Outcomes of the NAMP in relation to coastal dunes and natural areas within Cottesloe	High	Medium	Online survey

2.2 Level of Engagement

Our stakeholder analysis is aligned with IAP2 methodology, noting their spectrum of Public Participation (2018). We use levels of engagement to note how each stakeholder group will be involved in the project. For this project, the engagement will mostly fall under the INFORM and CONSULT levels of engagement.

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Table 2: IAP2 Spectrum of Public Participation

Level	Inform	Consult	Involve	Collaborate	Empower
GOAL	To provide balanced and objective information in a timely manner.	To obtain feedback on analysis, issues, alternatives and decisions.	To work with the public to make sure that concerns and aspirations are considered and understood.	To partner with the public in each aspect of the decision-making.	To place final decision-making in the hands of the public.
PROMISE	"We will keep you informed."	"We will listen to and acknowledge your concerns."	"We will work with you to ensure your concerns and aspirations are directly reflected in the decisions made."	"We will look to you for advice and innovation and incorporate this in decisions as much as possible."	"We will implement what you decide."



3. Action Plan

3.1 Key Messages

To guide communications for the project, we have drafted the following key messages below.

Table 3: Key Messages

Theme	Key Message(s)
Green infrastructure Strategy	<ul style="list-style-type: none"> • The Green Infrastructure Strategy is the overarching framework relating to managing natural areas and greening in the Town of Cottesloe. • Greening Cottesloe provides a range of benefits to community by reducing the urban heat island effect, enhancing aesthetics, improve mental health, providing a sense of place and supporting native bird habitats • The Town of Cottesloe has outlined five key objectives in its Green Infrastructure Strategy, focusing on increasing tree canopy cover, promoting biodiversity conservation, and involving the community in greening efforts. • Two other documents in this framework, the Street Tree Masterplan and Natural Area Management Plan will be assessed during the engagement.
Street Tree Masterplan	<ul style="list-style-type: none"> • The Street Tree Masterplan guides the trees species planted on each street within Cottesloe. • The STM ensures there is a diversity of tree types to protect against the possibility of disease occurring in a particular species and to make sure that streets remain attractive, provide a sense of place and positively contribute to the urban canopy and being water wise. • The Norfolk Island Pines have recently been affected by pathogens and climate changes leading to their death and removal. • It has been recommended by an arborist that NIPs be replaced when they fail to thrive except in certain circumstances. • The plan aims to preserve iconic trees, whilst ensuring diversity in species for resilience against diseases. • No healthy Norfolk Island Pines will be removed. • The Town has considered cost analyses for preserving Norfolk Island Pine trees (NIPs) and weighed the risks and benefits associated with pathogen preventive measures versus existing maintenance practices.
Natural Areas	<ul style="list-style-type: none"> • The NAMP guides dune and native vegetation restoration and management

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Management Plan	<p>in Cottesloe.</p> <ul style="list-style-type: none"> • The condition of vegetation in Natural Areas has improved over the past 5 years, and a lot of Cottesloe's natural areas are still in poor condition. • There is a need to further improve the condition of Cottesloe's natural areas. • There are multiple issues affecting management of these areas and recommendations have been suggested to improve them.
Engagement Process	<ul style="list-style-type: none"> • The Town is interested in understanding the views of the community and providing an opportunity for feedback. • A summary of the key information for the GIS, STMP and NAMP is provided within the online survey so that stakeholders can understand the key points and provide informed feedback. • Community and stakeholders who have not previously read the documents are not required to do so to take part in the survey

3.2 Risks and Mitigation Strategies

When conducting any community engagement exercise, consideration of risk will help ensure the engagement design mitigates or manages knowable risks. The added benefit of performing a risk analysis is to identify areas where added benefit made be added to the overall project and engagement goals.

The table below is an assessment in relation to potential risks and the means to mitigate them.

Table 4: Risks and Mitigations

Key Issues and Risks	Potential Impact/s	Approach to mitigate
Low participation from community and stakeholders	Low numbers of participation may lead to lost opportunities for ideas to understand and address underlying concerns and issues.	Diversity of communication channels to reach a broad range of the community. Ensure the online survey is easy to access and understand. Call to action in communications should be clear and a hardcopy survey should be made available if required.
Stakeholders and community do not have a clear understanding of their level of influence in the project	If individuals or groups feel that their influence is greater than it is then this can lead to conflict and frustration of the process.	Be clear with community and stakeholders about the level of influence their input will have.
Stakeholders and community are concerned about the possibility of	Community members may be upset about the prospect of Norfolk Island Pines being removed unnecessarily	Reinforce within messaging and survey that no healthy Norfolk Island Pines will be removed and that a professional arborist was consulted.

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Key Issues and Risks	Potential Impact/s	Approach to mitigate
Norfolk Island Pines being removed		
Stakeholders and community feel that the Town will make decisions regardless of the survey response	Stakeholders and community do not trust that the Town is making the decision that best represents the community.	Ensure that the results of the survey are shared with the community and indicate how these results have been incorporated into decisions.
Participants need to review lengthy and complex strategic documents to be able to provide feedback.	Insufficient participation to adequately determine the sentiment of the community.	The key information points of each document will be contained in the survey so that people can provide feedback without having to read each document in full.
Community may be concerned about the Town introducing policies that affect tree preservation on private property	Community members may be upset if the Town introduces measures that impact private property.	Ensure that the results of the survey are shared with the community and indicate how these results have been incorporated into decisions. The Town may consider further consultation prior to introducing any policy relating to this.
Conflicting community views relating to the GIS, STM or NAMP	Community may have differing views about the key objectives of the GIS, STM or NAMP. The Town may be	Ensure that the results of the survey are shared with the community and indicate how these results have been incorporated into decisions. The Town may consider further consultation for items where there are divergent views.
Community members are not confident with filling in an online survey.	Frustration from community that they are unable to easily participate in the survey in a way that suits them.	Hard copies of the survey will also be made available if a potential participant is unable to access the online version. A contact phone number for the Town to be included in communications to request a hardcopy of the survey.



4. Methodology

4.1 Communication Channels

The Town will prepare communications to promote the survey through a range of channels to maximise participation and involve a cross section of the community. This will include:

- Webpage content including background information and FAQ's, hosted on the Town's Engagement Hub website. This will be a single source of information for the community and stakeholders to access the key documents.
- Letters and emails sent to all residents, rate payers and business owners. This will inform participants of the online survey and provide a QR code and address to easily access the Town's webpage where the survey will be hosted. It will include the closing date for the survey and a phone number to call to access a hardcopy version.
- Media advertisements (the Post and Perth Now) and e-Newsletters. Providing broad reach within the community directing them to the Town's webpage and survey.
- Social Media posts. Key messaging and a call to action will be incorporated via social media channels and will link to the survey / webpage. This communication medium can be utilised multiple times during the survey period to also allow timely reminders of the survey close date and encouraging community to participate.
- Notices via Town Centre, Civic Centre and Grove Library noticeboards. Additional communications to provide broad reach within the community directing them to the Town's webpage and survey.

4.2 Engagement Activities

To achieve the optimal outcome for the project **element** uses the appropriate engagement methodologies to enable an authentic, considered, and robust approach to collect, collate, and interpret feedback from stakeholders and community.

The process will provide balanced and objective information and explore opportunities for feedback that can be taken into consideration with regards to the objectives of the project. It will also be an opportunity to communicate key messages regarding the project.

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The main engagement activity for this project will be an online survey. This will be hosted on the Town's Engagement Hub project webpage and all communications will link directly to the webpage for the project.

To maximise participation by the community, the survey will provide both a summary of the key information for the GIS, STM and NAMP and an opportunity to provide feedback. Whilst each of the documents will be available in full, it will be emphasised that participants do not read these to take part in the survey.

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5. Communications and Engagement Activities Schedule

Table 6 (below) details the engagement activities planned for each stage of the project.

Table 6: Engagement schedule

No.	Description	Responsibility	Start	Finish	Targeted Stakeholders	Medium Collateral	Outcomes notes
Task 1 – Preparation Community and Stakeholder Engagement Plan							
1.1	Project Inception Meeting	Town of Cottesloe element	8 May	8 May	Project team	N/A	N/A
1.2	Draft Community and Stakeholder Engagement Plan	element	8 May	31 May	Project team	CSEP	Send draft CSEP to Town for approval
1.3	Town to review and approve CSEP	Town of Cottesloe	3 June	13 June	Town of Cottesloe Executive Staff	CSEP	
1.4	Council to adopt CSEP	Town of Cottesloe	25 June	25 June	Town of Cottesloe Elected Members	CSEP	
Task 2 – Prepare Communications and Engagement Collateral							
2.4	Project Webpage content Awareness raising of project and link to survey Links to full documents for GIS, STM and NAMP	Town of Cottesloe	1 June	28 June	Local Community Key Stakeholders	Website hosted by Town	

Draft Community and Stakeholder Engagement Plan
Issue 01 – 8 May 2024

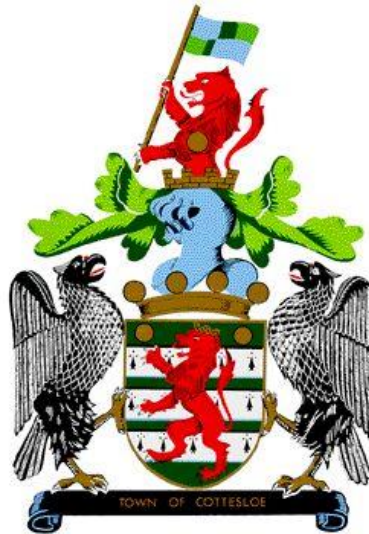
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2.1	FAQs Prepare FAQs based upon Key Messaging and anticipated questions from community	Town of Cottesloe	1 June	28 June	Local Community Key Stakeholders	FAQs (digital for website)	
2.2	Prepare key stakeholder, resident and business owner letters Residents and property owners within Town of Cottesloe, informing of project and inviting to participate via online survey	Town of Cottesloe	1 June	28 June	Local Community Key Stakeholders	Letter/email	
2.3	Prepare local media advertisements, social media posts and notices To promote awareness of the project and direct community to project webpage and community survey	Town of Cottesloe	1 June	28 June	Local Community Key Stakeholders	Copy for print local news and social media	
2.5	Prepare business and local resident survey Design, test and upload community survey using Engagement Hub	Element to prepare content Town of Cottesloe to upload survey	8 May	31 May	Local Community Key Stakeholders	Online survey available via project webpage	
Task 3 – Undertake Communications and Engagement Activities							
	SCHOOL HOLIDAYS		29 June	14 July			
3.1	Mail letter drop Give minimum 1 week prior to launch of survey	Town of Cottesloe	1 July	3 July	Local Community Key Stakeholders	Emails and stakeholder letters	
3.2	Social Media Posts and Advertisements Begin advertising the same week the survey launches.	Town of Cottesloe	1 July	2 August	Local Community Key Stakeholders	Online Survey	Social media to include several

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							posts
3.3	Online Survey Live	Town of Cottesloe	1 July	2 August	Local Community Key Stakeholders	Online survey	Via project webpage
Stage 4– Engagement Outcomes							
4.1	Provide Survey Results Town to Xcel format for survey reports in both summary and individual results format	Town of Cottesloe to provide to element	5 August	5 August	Project Team	Xcel survey results	Summary format and individual results format
4.2	Preparation of Summary and Analysis Report	element	6 August	16 August	Town of Cottesloe	Outcomes Report	Engagement Outcomes Report to Town for approval

TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.4B:
ELEMENT - DRAFT GIS SURVEY - UPDATED 11
JUNE 2024**

Content example for Green Infrastructure Strategy Webpage

Let us know your thoughts on our Green infrastructure Strategy.

In July 2023, Council noted the Town's Green Infrastructure Strategy that outlines the way we will manage the natural areas and street canopy throughout Cottesloe. Our Green Infrastructure Strategy aims to enhance community benefits such as reducing the urban heat island effect, improving aesthetics, mental health, sense of place, and supporting native bird habitats for Cottesloe. The strategy includes maintaining and expanding canopy cover, improving natural habitats to promote biodiversity, greening significant areas and activity centres, and encouraging community involvement. Specific goals include achieving 30% tree coverage by 2040. Other matters addressed include diseases such as different types of borers affecting the Peppermint and Queensland Box trees, together with a drought fuelled pathogen impacting mature Norfolk Island pines trees.

Forming part of the Green Infrastructure Strategy is our Natural Areas Management Plan, noted by Council in September 2023 which guides our activities for dune and native vegetation restoration and management in Cottesloe, as well as our Street Tree Masterplan which was also noted by Council in March 2024 for public engagement. This outlines suitable street trees for planting in Cottesloe and the cost implications of retaining the Norfolk Island pines as informing documents to achieve the targets within the Green Infrastructure Strategy.

Responses from this survey will allow us to understand the community's aspiration on the Green Infrastructure Strategy objectives, Natural Area Management Plan priorities and the appropriateness of the Street Tree Masterplan selected verge species for each street.

Other focus areas target the future rationalisation of the iconic Norfolk Island pine trees for the continuation of this Cottesloe legacy, and the retention of trees on private land to contribute towards the Green Infrastructure Strategy outcomes.

Context relating to these outcomes are detailed in the various sections of the survey.

Your views are important to us, we encourage you to take part in our survey.

There are several documents you can read if you would like more information. Please see below.

It is recommended that you read these documents before taking part in the survey.

You can still take part in the survey if you have not read them.

TAKE THE SURVEY NOW

List of docs with descriptions and LINKS

PLEASE NOTE WHEN READING THIS SURVEY

- The survey will be hosted in an online format via the Town of Cottesloe's 'Engage Cottesloe' portal – Participants will need to ensure they register first to give them the option to 'Save' and go back at their leisure. This information will be displayed at an appropriate section within the final survey.
- Similarly, households that require more than one response will be asked to contact the town to arrange additional survey access.
- The survey shown below outlines the draft content only.
- The layout of the survey and what it will look like will be finalised after feedback.

Thank you for taking part in our Green Infrastructure Strategy survey.

First, please tell us a little about your connection to Cottesloe.

Q1. Do you live In Cottesloe?

Yes

No

Q2. What street do you live on? _____
DROP DOWN BOX

Q3. Do you own an investment property or a business in Cottesloe

Yes GO TO Q4

No GO TO Q5

Q4. What street(s) is it located on? _____
DROP DOWN BOX

New Survey Page**Heading: Green Infrastructure Strategy**

We recognise that greening Cottesloe provides a range of benefits to community by reducing the urban heat island effect, enhancing aesthetics, improving mental health, providing a sense of place and supporting native bird habitats.

Our Green Infrastructure Strategy guides the way we manage the natural areas and street trees throughout Cottesloe to enhance these benefits.

We want to know what you think about our Green infrastructure Strategy (GIS).

If you are interested in more information, there are a number of documents available in the Document Library.

Reading these documents is recommended.

You can still take part in the survey if you have not read them.

Q5. Have you read our Green infrastructure Strategy?

Yes

No

If you would like to read the detailed GIS it is available <here>.

It is recommended that this is read before completing the survey.

You can still take part in the survey if you have not read this.

Our Green Infrastructure Strategy has five objectives, and we have set several goals for each to help us achieve them. These are shown below. Please indicate your support of each objective and their associated goals for Cottesloe.

GIS Objective 1	Goals (Success indicators)
Maintain and Increase Tree Canopy Cover on Public Land: Increasing tree canopy above 3 meters to 30% coverage by 2040.	<ul style="list-style-type: none"> • 30% tree coverage on public land by 2040 • Plant an additional 50 trees in public areas per year • Enhance green areas along foreshore and trainline • Create greenway links between open spaces, parks and recreation areas to remnant bushland • Manage plant diseases and pests • Maintain tree health of Norfolk Pines and other trees

Q6. Please indicate your level of support for Objective 1 and its goals

Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
------------------	------------------	---------------------------	-----------------	-----------------

Q6A. Thinking about your response to the above, is there any further comment you wish to add?

GIS Objective 2	Goals (Success indicators)
Maintain and Expand Canopy Cover on Private Land and Through New Development: To protect canopy decline from new developments, a Significant Tree Register and preservation policies need to be introduced.	<ul style="list-style-type: none">• 30% tree coverage on private land by 2040• Develop a Significant Tree Register and develop policies to support this

Q. 7 Please indicate your level of support for Objective 2 and its goals

Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
------------------	------------------	---------------------------	-----------------	-----------------

Q. 7A Thinking about your response to the above, is there any further comment you wish to add?

GIS Objective 3	Goals (Success indicators)
Improve Natural Habitats and Promote Biodiversity Conservation: Enhance the biodiversity of native vegetation to benefit local animal species and contribute to habitat and ecological expansion in various town areas	<ul style="list-style-type: none"> Plant 5,000 tubestock per year Increase plantings in areas connecting coastal bushland sites Install 2000 plants on roundabouts, verges and gardens per year Increase verge rebates for verges that are converted to native waterwise vegetation

Q. 8 Please indicate your level of support for Objective 3 and its goals

Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
------------------	------------------	---------------------------	-----------------	-----------------

Q. 8A Thinking about your response to the above, is there any further comment you wish to add?

GIS Objective 4	Goals (Success indicators)
Greening Cottesloe's Areas of Significance and Activity Centres: Greening initiatives will target mixed-use areas, main thoroughfares, and entry statements, extending beyond project boundaries to interconnect with public and private spaces.	<ul style="list-style-type: none">• 30% tree coverage in areas of significance and Activity Centres by 2040.• Restore degraded bushland at John Black Dune Park on the corner of Marine Parade with native vegetation.

Q9. Please indicate your level of support for Objective 4 and its goals

Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
------------------	------------------	---------------------------	-----------------	-----------------

Q9A. Thinking about your response to the above, is there any further comment you wish to add?

Objective 5	Goals (Success indicators)
Community Involvement in greening Cottesloe: Encourage and support the Cottesloe Coastcare Association (CCA) and other community in greening and restoring the urban landscape.	<ul style="list-style-type: none"> Facilitate a minimum of one community led greening/ Coastcare project annually Optimise grants and in-kind contributions Maintain collaborative relationships with Cottesloe Coastcare and Perth NRM through the Natural Area Alliance

Q10. Please indicate your level of support for Objective 5 and its goals

Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
------------------	------------------	---------------------------	-----------------	-----------------

Q10A. Thinking about your response to the above, is there any further comment you wish to add?

Q11. Overall, please indicate your level of support for the Green Infrastructure Strategy objectives and goals.

Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
------------------	------------------	---------------------------	-----------------	-----------------

Q12. Thinking about your response to the above, are there any other comments you wish to add about the GIS strategy's objectives and goals?

New Page Heading - Street Trees

This section seeks your views about our Street Tree Masterplan (STM).

After consultation with community, we developed a Street Tree Masterplan for Cottesloe in 2017, which has helped us plan suitable street trees for planting within each street for the future.

We engaged a professional arborist to assist us to ensure there is a diversity of tree types to protect against the possibility of disease occurring in a particular species and to make sure that our streets remain attractive, provide a sense of place and positively contribute to the urban canopy and being water wise.

Q13. Have you read the Street Tree Masterplan

Yes

No

If you would like to read the current Street Tree Masterplan in detail it is available [<here>](#)

It is recommended that this is read before completing the survey.

You can still take part in the survey if you have not read this.

Since 2019 the Norfolk Island pine population in the area has become more susceptible to the fungal disease *Neofusicoccum parvum*, due to recent changes in climate and a number of these have died and had to be removed.

There are cost implications to climate protect and preventatively treat each Norfolk Island pine when it is over 20 years old. Rate increases are necessary to cover this additional cost.

To ensure the safest and best outcome for Cottesloe residents and visitors, it has been recommended by an arborist that when a Norfolk Island pine is diseased or at the end of its life it should be removed and replaced with a climate adapted species.

NO healthy Norfolk Island pines are planned to be removed on any street.

If you would like to read the report about this, it is available [<here>](#).

It is recommended that this is read before completing the survey

You can still take part in the survey if you have not read this.

However, given the iconic nature of the Norfolk Island Pines, it is necessary to rationalise their planting throughout Cottesloe. This can be done by retaining these iconic trees on major corridors to create an entry statement to Cottesloe or along streets where the Norfolk Island Pine is associated with heritage buildings. In these circumstances, it is proposed that these Norfolk Island pines be replaced with the same. For any other streets that do not fall into these categories, the Norfolk Island Pines will be replaced with more suitable and hardier species.

The streets that will continue to have Norfolk Island pines are Broome Street, Grant St, Marmion St, Eric Street, Curtin Ave (Eastern side between Grant and Jarrad St), Loma St, John St, Forrest Street, Pearse Street, Marine Pde (Grant to North St), Marine Pde (Forrest to Eric St), Railway St (Grant to Vera St), Salvado St, Curtin Ave (Western side between Jarrad to Grant St).

The streets where diseased or end-of-life trees will be replaced with another species are Marine Pde (Curtin Ave to Forrest St), Marine Pde (Eric to Grant St), Congdon St (Centre Median), Warton Street, Charles Street, Deane Street, Seaview Terrace, Gibney Street.

Q14A. Do you support or oppose replacing diseased or end-of life Norfolk Island pines with the same on the following streets:

MATRIX QUESTION

	Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
Broome Street (Princess to Pearse)					
Broome Street (Pearse to Forrest)					
Broome Street (Forrest to Napier)					
Broome Street (Napier to Eric St)					
Broome Street (Eric to Grant St)					
Broome Street (Grant to North)					
Marmion Street (Princess to Pearse)					
Marmion Street (Pearse to Forrest)					
Marmion Street (Forrest to Napier)					
Marmion Street (Napier to Eric St)					
Marmion Street (Eric to Grant St)					

Marmion Street (Grant to North)					
Eric Street (Marine Parade to Broome Street)					
Eric Street (Broome Street to Marmion Street)					
Eric Street (Marmion Street to Curtin Avenue)					
Eric Street (Railway Street to Stirling Hwy)					
Grant Street (Marine Parade to Broome Street)					
Grant Street (Broome Street to Marmion Street)					
Grant Street (Marmion Street to Curtin Avenue)					
Grant Street (Railway Street to Mann St)					
Grant Street (Mann St to Congdon St)					
Grant Street (Congdon St to Stirling Hwy)					
Curtin Ave (Eastern side between Grant & Jarrad St)					
Loma Street					
John Street					
Forrest Street					
Pearse Street					
Marine Pde (Grant to North St)					
Marine Pde (Forrest to Eric St)					
Railway St (Grant to Vera St)					
Salvado Street					
Curtin Ave (Western side between Jarrad to Grant St)					

Q.14A (i) Thinking about your responses to the above question are there any comments you wish

to provide on the reasons of supporting or not supporting this?

Q14B. Do you support or oppose replacing diseased or end-of life Norfolk Island pines with alternate species in each of the following streets?

MATRIX QUESTION

	Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
Marine Pde (Curtin Ave to Forrest St)					
Marine Pde (Eric to Grant St)					
Congdon St (Centre Median)					
Charles Street					
Deane Street					
Seaview Terrace					
Gibney Street					
Warton Street					

Q.15 Thinking about your responses to the above question are there any comments you wish to provide on the reasons of supporting or not supporting this?

We would like to know what you think about the existing or proposed street tree species in Cottesloe on the street **you live on or have a business or investment property on?**

Please click <here> so you can see the species by street.

The STM will need to be adapted into an info sheet showing street & species

Q16. Referring to the Street Tree Masterplan, are you supportive of the tree species on the street you live or have a business or investment property in Cottesloe?

Support for residential street tree

Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
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If “Somewhat oppose” or “Strongly oppose” is selected ASK

Q18. Why do you oppose this tree species?

Support for street tree for other property in Cottesloe

Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
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If “Somewhat oppose” or “Strongly oppose” is selected ASK for each property type

Q18. Why do you oppose having that street tree?

Q19. Do you have any comments about the tree species chosen for any of the streets or the planned replacement of Norfolk Island pines within Cottesloe?

New Page Heading – Natural Areas Management Plan

There is a total of 18.8ha of natural areas within Cottesloe. We value these natural areas and have had a Natural Area Management Plan in place since 2008 to help us protect and maintain them.

INSERT PIC OF NATURAL AREAS

The 2022 Natural Areas Management Plan was produced by environmental and sustainability specialists and guides activities for dune and native vegetation restoration and management in Cottesloe.

Q20. Have you read the NAMP?

Y

N

If you would like to read the detailed Natural Areas Management Plan it is available <here>.

It is recommended that this is read before completing the survey.

The Town and the local volunteer group Cottesloe Coastcare Association (CCA) have invested considerable effort in maintaining and improving the condition of the natural areas in line with the NAMP. Although the condition of vegetation in Natural Areas has improved over the past seven years, a lot of Cottesloe's natural areas are still in poor condition as shown in the table below.

Vegetation Condition for Town of Cottesloe Natural Areas

Year	Completely Degraded (hectare)	Degraded (hectare)	Good (hectare)	Very Good (hectare)	Total (hectare)
2015	12.3	2.4	1.8	2.3	18.8
2022	8.1	3.4	2.8	4.5	18.8
Reduction or increase in condition between 2015 and 2022					
(hectare)	-4.2	1.0	1.0	2.2	
%	-23%	5%	6%	12%	

Q21. How important do you think it is that the natural areas in Cottesloe are maintained and restored?

Very important	Somewhat Important	Neither important or unimportant	Somewhat unimportant	Not important at all
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The main issues identified for natural area management in Cottesloe are:

1. **Maintenance:** Maintenance of natural areas is lacking due to poor resourcing within the Town and difficulties in contracting experienced weed management professionals to control weeds timely.
2. **Reduction in the maintenance budget for natural areas:** A reduction in the maintenance budget poses a problem as it affects the upkeep of both newly established and already established natural areas, which require ongoing maintenance.
3. **Knowledge transfer and the future of volunteer involvement:** CCA volunteers, with over 30 years of experience, face challenges in transferring their knowledge due to a lack of resources and support from the Town, which affects their ability to manage and restore local beach dunes effectively.
4. **Introduction of new weeds through restoration activities:** New weeds have been introduced around the Victoria Street station path due to contaminated mulch, adding financial strain and hindering native plant establishment.
5. **Inappropriate species selection for planting on primary dunes:** Shrubs more suitable for secondary dune systems were planted too low on primary dunes, where Spinifex species would have been more appropriate.
6. **Hard infrastructure development and upgrades:** There are narrow spaces with turf and weeds between pathways and natural areas, along with damaged stormwater outlets causing localised erosion due to inadequate infrastructure.
7. **Marram Grass on northern beaches and their influence on erosion:** Marram Grass displaces native plants that stabilise dunes, causing significant erosion.

Based on these issues a range of recommendations were made to help improve the natural areas in Cottesloe.

Q22. For each of the recommendations below please indicate your level of support for each of these being implemented.

ROTATE RECOMMENDATION ORDER

RECOMMENDATION	Strongly support	Support somewhat	Neither support or oppose	Somewhat oppose	Strongly oppose
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Appoint a Full-time Bushcare Officer to focus on the maintenance of natural areas and liaise with volunteer agencies.					
Facilitate knowledge transfer between CCA and Town staff and enhance long terms volunteer membership and involvement					
Maintain or increase budgets for natural area maintenance, and seek state funding for high-traffic areas like Cottesloe Beach.					
Ensure machinery, mulch and other materials used for restoration are weed free.					
Plan infrastructure to protect and enhance natural areas. Avoid planting turf in narrow strips less than 1m.					
Avoid planting native species in high foot traffic areas to reduce damage and maintenance.					
Improve stormwater drain outlets on primary dunes to prevent erosion using diversion, stormwater capture, or bioengineering methods.					
Revegetate with local species and tubestock for revegetation.					
Select appropriate species for planting based on slope and location and maintain an ongoing nursery order.					
Increase planting density in foredunes and mark young plants to distinguish them from weeds during initial growth.					
Select appropriate shade solutions for the location. Consider sustainable, uniquely designed shade structures or more natural tree options.					
Increase knowledge of restoring coastal systems via ongoing training and on ground research					
Use only sustainable and biodegradable materials for slope stabilisation to avoid pollution and harm to wildlife.					
Use experienced contractors with sufficient resources to ensure weed control					
Monitor the progress of work and implement improvements along the way					
Protect natural heritage landforms and remnant vegetation					

Implement smaller projects in high-impact areas and maintain them well before expanding to larger restoration areas.					
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Q24. Do you have any comments about the recommendations or the Natural Areas Management Plan?

Finally, we just want to know a little more about you:

Q25. What is your gender?

- i) Male
- ii) Female
- iii) Non-binary
- iv) Prefer not to say
- v) Other

Q26. What is your age range?

- i) Less than 19 years
- ii) 20 – 29 years
- iii) 30 – 39 years
- iv) 40 – 49 years
- v) 50 – 59 years
- vi) 60 – 69 years
- vii) 70-79 years
- viii) 80 years and older

Q27. What is current employment status

- i) Employed full-time
- ii) Employed part-time
- iii) Casually employed
- iv) Self employed
- v) Student
- vi) Retired
- vii) Other

Q28. We may be conducting community workshops to explore and build on the findings from this survey. Please provide you name and contact detail below if you would like to be involved. In providing your details, please be assured that your responses to the questions above will remain confidential.

First name -

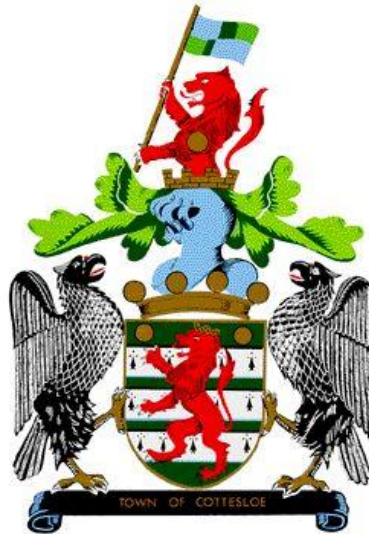
Last name -

Contact number -

Email address -

Thank you for taking part in our survey

TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.4C:
GREEN INFRASTRUCTURE STRATEGY_WITH
COUNCIL AMENDMENTS - FINAL - JUNE 2024**

OBJECTIVE 1: Maintain and Increase Tree Canopy Cover on Public Land	Key Result Areas (KRA)	Success Indicators	Action Plan
<p>Tree canopy is defined as foliage that grows above 3 meters and can provide overhead shade for people, surfaces and materials within the environment. The heat island effect is the risk from insufficient cover that can cause significantly hotter suburban temperatures.</p> <p>In addition to addressing the effects of climate change and maintaining native bird species habitat, increased street tree numbers will improve aesthetics, mental health and lower urban traffic speeds.</p> <p>Research shows that when canopy cover reaches 30% mental health and heat reduction benefits are experienced.</p> <p>Studies have found homes in leafy streets have been valued much higher than those in the same suburb, which do not have trees.</p> <p>Cottesloe's total tree canopy cover (public and private land) was calculated at 13.1% in 2017 and showed an increase to 14.1% in 2020 but dropped to 13% (51 ha) in 2023 which translates to a loss of 4.3 ha canopy cover in 3 years.</p> <p>This sudden decline reflects loss of mature trees through natural senescence (close to end of life) and clearing on private property for subdivisions and developments. Newly planted street trees are yet to reach their full potential in adding canopy value and are expected to compensate for some of these losses.</p> <p>The average canopy cover in the central Perth metro sub-region is 10-15% (DPLH, 2018) while urban WA is a bit higher at 19.95% (www.greenerspacesbetterplaces.com.au, 2019).</p> <p>Based on the 2017 - 2023 data Cottesloe's cover was within the average range for the central Perth metro sub-region but below average for urban WA. As an example of other Australian cities goals in achieving increased tree canopy cover, Sydney has set targets of a minimum green cover of 40% including 27% canopy cover by 2050. Cottesloe has the advantage of space in publicly owned land with extremely large verges and wide median strips that can be utilised and infilled, therefore through tree planting programs and retention of mature trees Cottesloe aims to increase tree canopy to 30% by 2040.</p> <p>Public vs private tree canopy values are not available from Arbor Carbon yet so data on total canopy cover has been used.</p>	<p>KRA 1: Tree canopy</p> <p>KRA 2: Number of trees planted through the annual tree planting program on verges, median strips and public open spaces.</p> <p>KRA 3: Length and area of greenways for native habitat corridors that link into surrounding western suburbs</p> <p>KRA 4: Existing tree health and survival</p>	<p>SI 1: 30% canopy cover by 2040 in line with WALGA's Urban Forest Advocacy position.</p> <p>Net increase of canopy cover of 1% per annum, averaged as measured by an imaging cycle completed every 3-5 years.</p> <p>SI2: Net year-on-year increase in street tree numbers of 50 trees on average per year.</p> <p>SI3: Maintain and enhance 7.6km regional greenways along foreshore and Perth to Fremantle train line (link between significant bushland, coastal, riverine, wetland as per WESROC Greening Plan).</p> <p>SI4: Develop 3.6km of greenways along Grant Street, Broome Street, Jarrod Street and Marmion Street between Grant and North Street (link between open space, parks and recreation areas to remnant bushland as per WESROC Greening Plan).</p> <p>SI5: Identify, assess and manage new diseases and pests such as myrtle rust and Polyphagous shot-hole borer (PSHB) which are likely to affect the health of certain tree species in the future.</p> <p>SI6: Maintain tree health of all trees and particularly the iconic Norfolk Island Pine trees throughout dry periods.</p>	<p>Assessment and Planning: Conduct a comprehensive assessment of the current tree canopy cover in Cottesloe, including both public and private land. Identify areas with the greatest potential for tree planting and canopy expansion, such as large verges, wide median strips, parks, and open spaces. Analyse the causes of canopy loss, including natural senescence and clearing for subdivisions and developments, to inform future actions.</p> <p>Public Awareness and Engagement: Launch a public awareness campaign to educate residents and property owners about the benefits of trees and the importance of increasing tree canopy cover. Collaborate with local schools, community organizations, and businesses to foster a sense of ownership and responsibility for tree planting and maintenance.</p> <p>Tree Planting Programs: Develop a long-term tree planting program that targets areas with low canopy cover and high potential for growth. Prioritize native tree species that are well-adapted to the local climate and promote biodiversity. Establish partnerships with local nurseries, and environmental organizations to ensure a sustainable supply of quality trees. Provide incentives or subsidies for residents and property owners to plant and maintain trees on their land. (Similar to Native Waterwise Verge Rebate)</p> <p>Mature Tree Retention: Implement policies and regulations to protect mature trees from being removed without valid reasons. Work with property developers and landowners to explore alternatives to tree removal, such as tree retention plans, innovative design solutions, and landscaping techniques that accommodate existing trees. Provide resources and expertise to assist property owners in maintaining the health and longevity of mature trees.</p> <p>Monitoring and Maintenance: Establish a monitoring system to track the progress of tree planting initiatives and canopy cover expansion. Conduct regular assessments to evaluate the health and growth of newly planted trees. Implement a maintenance program to ensure the long-term survival and vitality of the tree canopy, including watering, pruning, and pest control measures. Train and engage a dedicated workforce to assist with ongoing maintenance tasks.</p> <p>Long-Term Planning and Policy Integration: Integrate tree planting and canopy expansion requirements into development regulations and planning schemes. Continuously review and update policies to ensure alignment with evolving best practices and scientific research in urban forestry.</p>

OBJECTIVE 2: Maintain and Expand Canopy Cover on Private Land and Through New Development	Key Result Areas (KRA)	Success Indicators	Action Plan
<p>Subdivisions and new larger developments are other attributes to a decline in the Town's tree canopy. A Significant Tree Register is needed to record trees that contribute significantly to canopy.</p> <p>Policies that focus on preserving and enhancing the existing tree canopy and soft landscaping in new developments is needed to protect these valued trees. This also sets out criteria for canopy width, height and trunk dimension to determine whether trees not on the register can be removed.</p> <p>Under these circumstances, a scheme amendment would require a tree removal application to be submitted while the policy would set out the decision making process.</p> <p>This needs to be done in conjunction with proactive engagement with landowners and advocacy with the state government to achieve set targets.</p> <p>Therefore if mature trees can be legislatively retained on private land the set target of 30% total canopy cover (private and public land) by 2040 will be achievable.</p>	<p>KRA 1: Retention of existing trees and growth of canopy cover on privately owned land through</p> <p>KRA 2: Understanding of where all significant trees are located and a process that protects them from removal</p> <p>KRA 3: Criteria to qualify trees as significant trees and removal decision making process for the removal of trees that are not deemed as significant but do have canopy value</p> <p>KRA 4: Engage and educate developers about the significance of trees and soft landscaping in their projects.</p> <p>KRA 5: Advocate for revisions to state planning legislation and policies that promote the protection of privately owned trees and their owners from tree-related liabilities.</p>	<p>SI 1: Maximise the retention of tree canopy on private land to achieve 30% canopy cover by 2040 in line with WALGA's Urban Forest Advocacy position.</p> <p>Net increase of canopy cover of 1% per annum, averaged as measured by an imaging cycle completed every 3-5 years.</p> <p>SI 2: Compile and maintain a comprehensive list of significant trees on private properties.</p> <p>SI 3: Develop policies to administer the Significant Tree Register and criteria for trees that can be deemed as significant</p>	<p>Policy Implementation: Enforce policies that specifically target the preservation and enhancement of the tree canopy and soft landscaping in new developments. These policies should include guidelines for developers to incorporate green spaces, tree planting, and sustainable landscaping techniques in their projects.</p> <p>Incentives and Benefits: To encourage landowners and developers to comply with the tree preservation and soft landscaping policies, the town can provide incentives such as expedited permitting processes, or density bonuses for projects that prioritize and demonstrate commitment to environmental conservation.</p> <p>Public Awareness and Education: Launch public awareness campaigns to educate residents and property owners about the importance of maintaining and expanding the tree canopy and vegetation cover. Highlight the benefits of green spaces, such as improved air quality, enhanced aesthetics, and the overall well-being of the community.</p> <p>Collaboration with Landowners: Engage proactively with landowners to promote tree planting and soft landscaping on their properties. Offer technical assistance, resources, and guidance on the selection and care of trees and vegetation that are suitable for the area.</p> <p>Government Advocacy: Advocate for stronger regulations and policies at the state government level that support tree preservation and green infrastructure. Collaborate with other local governments facing similar challenges to amplify the collective voice for environmental conservation.</p> <p>Monitoring and Evaluation: Regularly monitor and evaluate the progress of the tree preservation and soft landscaping initiatives. Assess the impact of policies, engagement efforts, and public participation to make necessary adjustments and improvements.</p>

OBJECTIVE 3: Improve Natural Habitats and Promote Biodiversity Conservation	Key Result Areas (KRA)	Success Indicators	Action Plan
<p>The Town of Cottesloe has 4km of coastline that consist of approximately 11.4 ha of vegetated coastal dune systems. A number of small but essential pockets of native bushland still exist within the urban settings and include Grant Marine Park, Cottesloe Native Garden, John Black Dune Park and the Perth to Fremantle Railway corridor.</p> <p>Enhancing natural habitats yields both ecological and social advantages for the Town. Safeguarding, improving, and expanding biodiversity hotspots can increase indigenous plants and animal populations across the region, therefore restore ecological corridors and habitats.</p> <p>The primary beneficiaries of the Town's planting initiatives include a number of bird species (i.e. White-winged Fairy-wrens), reptiles (i.e. bobtails, skinks including the King Skinks, dugites) and pollinators.</p> <p>Habitats within other areas of the Town such as roundabouts and verges are also contributing to biodiversity and ecological expansion through utilising native plants.</p>	<p>KRA 1: Restoration, maintenance and improvement of natural habitats and areas of biodiversity</p> <p>KRA 2: Safeguard, enrich, and extend the coastal dune habitats by implementing supplementary planting efforts.</p> <p>KRA 3: Establish connections between existing areas of biodiversity significance by introducing additional plantings to create biodiversity linkages throughout the Town.</p> <p>KRA 4: Give precedence to the protection and enhancement of native habitats and biodiversity in all greening initiatives.</p> <p>KRA 5: Promote the native waterwise verge rebates to residents within the Town to expand habitat onto verges.</p>	<p>SI 1: Plant 5,000 tubestock per year to increase planted natural areas by 5,000 m2 per annum until 2030.</p> <p>SI 2: Annual Increase in areas that can be utilised as ecological connections between coastal bushlands by including them into annual planting schedules.</p> <p>SI 3: Install 2000 plants per annum on roundabouts, verges and gardens.</p> <p>SI 4: Increase in verge rebates to residents with at least two verges being converted per year until 2030.</p>	<p>Biodiversity Preservation: Identify and protect existing biodiversity hotspots within the town. Conduct surveys and assessments to determine the specific areas that support a diverse range of native plants and animals. Implement measures to prevent habitat destruction and fragmentation in these crucial zones.</p> <p>Habitat Restoration and Enhancement: Develop initiatives to restore degraded habitats and enhance existing ones. This can involve activities such as revegetation and creating wildlife-friendly corridors. Focus on providing suitable habitats and food sources for target species, including birds, small reptiles and pollinators.</p> <p>Native Plant Promotion: Encourage the use of indigenous plant species in urban landscaping and gardening practices. Provide information and resources to residents, businesses, and local organizations on the benefits of native plants, their role in supporting local wildlife, and techniques for incorporating them into urban environments.</p> <p>Collaboration with Stakeholders: Establish partnerships with environmental (Coastcare) organizations, and community groups to leverage their expertise, resources, and community networks. Collaborate on research projects, conservation initiatives, and joint advocacy efforts to promote the protection and expansion of indigenous flora and fauna.</p> <p>Policy Integration: Incorporate biodiversity conservation considerations into urban planning and development policies. Encourage developers to incorporate green spaces, wildlife corridors, and native plantings into their projects. Implement regulations that protect existing habitats and require the inclusion of biodiversity-friendly features in new developments.</p> <p>Monitoring and Evaluation: Regularly monitor the effectiveness of biodiversity conservation efforts. Assess the population trends of target species, track habitat quality and connectivity, and measure the community's engagement in conservation activities. Use this information to adapt and refine strategies as needed.</p>

OBJECTIVE 4: Greening Cottesloe's Areas of Significance and Activity Centres	Key Result Areas (KRA)	Success Indicators	Action Plan
<p>The Town of Cottesloe has identified areas of significance and activity centres in locations on the Cottesloe Foreshore, Napoleon Street, Parry Street, Harvey Field, Sea View Golf Club, the Railway corridor and the up and coming John Black Dune Park (proposed skate park).</p> <p>Through the Street Tree Masterplan, the Natural Areas Management Plan and the Foreshore Masterplan these areas have experienced significant efforts to introduce more greenery, aiming to transform them into flourishing "green" recreational hubs. As a result, each area is being further enhanced through carefully integrated greening design projects.</p> <p>The Parks and Operations Team will maintain close collaboration with the Engineering Team to identify and prioritize the location, type, and extent of greening activities, ensuring maximum functionality, amenity, and environmental benefits.</p> <p>Recognizing that areas of significance consist of interconnected public and private spaces, which often restrict the availability of space for tree canopy, greening initiatives in these areas will extend beyond the boundaries of the project. This expansion will encompass mixed-use areas, main thoroughfares, and entry statements.</p>	<p>KRA 1: Ongoing enhancement and greening of areas of significance</p> <p>KRA 2: select trees and amenity plantings according to the specific functional requirements of the Masterplans and Management Plans, taking into account input from relevant stakeholders.</p> <p>KRA 3: Actively involve and offer expert guidance to stakeholders engaged in greening initiatives.</p>	<p>SI 1: 30% canopy cover by 2040 in areas of significance and activity centres to be in line with the Town's overall canopy cover targets.</p> <p>SI 2: Convert John Black Dune Park from 1.4 ha of degraded bushland to a thriving activity hub with restored native vegetation.</p>	<p>Collaborative Planning: Foster close collaboration between the Parks and Engineering Services, Place Managers, and Town Teams to collectively identify and prioritize locations for greening activities within the town centres. Consider input from stakeholders, including residents, businesses, and community groups, to ensure the chosen areas align with their needs and preferences.</p> <p>Comprehensive Assessment: Conduct a thorough assessment of the town centres to determine the suitable types and extent of greening activities. Consider factors such as available space, sunlight exposure, soil conditions, and existing infrastructure to maximize the functionality and effectiveness of the greening initiatives.</p> <p>Integrated Design: Develop carefully integrated greening projects that enhance the distinctive character of each town centre. Incorporate a variety of elements, including street trees, planter boxes, vertical gardens, green walls, and public green spaces. Ensure that the design complements existing architectural features and creates an inviting and aesthetically pleasing environment.</p> <p>Expansion Beyond Town Centre Boundaries: Recognize that town centres are interconnected with adjacent commercial zones, mixed-use areas, main thoroughfares, and entry statements. Extend greening initiatives beyond the town centre boundaries to create a seamless and cohesive green network. Identify key areas for green infrastructure development and prioritize them based on their potential to improve overall canopy cover and environmental benefits.</p> <p>Overcoming Space Constraints: Acknowledge the limited space available for tree canopy within built-up areas. Implement innovative greening solutions such as vertical gardens, rooftop gardens, and hanging planters to maximize the utilization of space. Utilize technology and expert knowledge to select suitable plant species that thrive in urban environments and require minimal space.</p> <p>Balancing Canopy Cover Objectives: Set targets that strike a balance between canopy cover objectives for public and private land. Consider the constraints of the built-up environment and the need to create a harmonious and cohesive urban landscape. Establish intermediate targets that encourage both public and private property owners to contribute to increasing the overall canopy cover within the town centres.</p> <p>Monitoring and Maintenance: Establish a monitoring and maintenance program to ensure the longevity and vitality of the greening projects. Regularly assess the health of the planted vegetation, provide necessary care, and replace or add greenery as needed. Engage the community in the maintenance efforts through volunteer programs and educational initiatives.</p>

OBJECTIVE 5: Community involvement in greening the district	Key Result Areas (KRA)	Success Indicators	Action Plan
<p>Cottesloe Coastcare Association and the extended Cottesloe community represents the Town's greatest asset when it comes to greening and restoring the urban landscape. Since the adoption of the Natural Areas Management Plan (NAMP), the Town has actively supported various projects, programs, and initiatives aimed at achieving greening and restoration projects. As a result, community interest in urban greening has steadily increased over time.</p> <p>To maximize the social and environmental benefits derived from trees and urban vegetation, the Town will continue to educate, inspire, and provide resources to the community. By encouraging and empowering residents, the Town aims to expand urban greening of the district.</p> <p>To optimize the social and ecological advantages gained from trees and urban vegetation, the Town will continue to educate, motivate, and equip the community. By promoting and enabling residents, the Town strives to enhance and broaden the implementation of urban greening throughout the district.</p>	<p>KRA 1: Foster a community that is empowered to actively engage in and contribute to the greening efforts of the Town</p> <p>KRA 2: Continue to work closely with Cottesloe Coastcare to carry out restoration projects and provide ongoing support from the Parks and Operations Team.</p>	<p>SI 1: Facilitate at least one community-led greening/Coastcare project annually.</p> <p>SI 2: Optimise grants and in kind contributions i.e. Coastwest Grants.</p> <p>SI 3: Maintain collaborative relationships with Cottesloe Coastcare and Perth NRM through the Natural Area Alliance</p>	<p>Community Engagement: Foster strong collaboration with the Cottesloe Coastcare Association and other community members who have a vested interest in greening the urban landscape. Encourage their active involvement in shaping and implementing greening initiatives. Establish regular communication channels, such as community forums, workshops, and online platforms, to facilitate ongoing dialogue and exchange of ideas.</p> <p>Resource Allocation: Allocate adequate resources, both financial and non-financial, to support community-led greening projects. Establish funding mechanisms, grants, and partnerships to provide financial assistance and access to necessary materials, plants, and equipment. Collaborate with local nurseries, landscape professionals, and environmental organizations to leverage their expertise and resources.</p> <p>Collaboration and Networking: Forge partnerships with local businesses, schools, government agencies, and other relevant stakeholders to expand the reach and impact of greening initiatives. Engage in joint projects, shared resources, and collaborative campaigns to create a collective effort towards urban greening. Participate in regional and national networks to learn from best practices and share experiences.</p> <p>Demonstration Sites: Create demonstration sites within the community to showcase the possibilities of urban greening. Develop public spaces, parks, and streetscapes that exemplify sustainable landscaping, tree planting, and effective use of vegetation. These sites can serve as inspiring examples for residents and visitors and encourage widespread adoption of greening practices.</p> <p>Volunteer Programs: Establish volunteer programs that provide opportunities for community members to actively contribute to urban greening efforts. Organize tree planting events, community garden initiatives, and maintenance activities that enable residents to participate in hands-on greening activities. Recognize and appreciate the contributions of volunteers through public acknowledgments and incentives.</p> <p>Monitoring and Evaluation: Implement a monitoring and evaluation framework to assess the impact and effectiveness of urban greening initiatives. Measure changes in tree canopy cover, biodiversity, air quality, and community well-being indicators. Collect feedback from residents and stakeholders to continuously improve and refine greening strategies.</p>

TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.4D:
NATURAL AREAS MANAGEMENT PLAN -
ASSESSMENT SUMMARY REPORT
2022_V3_FINAL-3.1-JBDP TABLE UPDATEUPDATE**

**TOWN OF COTTESLOE
NATURAL AREAS
CONDITION ASSESSMENT
SUMMARY REPORT 2022**

JUNE 2023

**FOR
TOWN OF COTTESLOE**



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TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

SYRINX ENVIRONMENTAL PL REPORT NO. RPT-22023-001 V3


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	Signature		Signature
Author: RT		Reviewer:	RT
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**TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT**

TABLE OF CONTENTS

INTRODUCTION	1
1.0 BACKGROUND TO THIS REPORT	1
2.0 DATA COLLECTION	1
2.1 DESKTOP REVIEW AND DATA COLLECTION	1
2.2 FIELD ASSESSMENT	4
2.2.1 Weeds	5
2.3 CONSULTATION	5
2.4 DATA ANALYSIS AND MAPPING	5
3.0 KEY FINDINGS	7
3.1 VEGETATION CONDITION	7
3.2 WEEDS	10
3.3 MANAGEMENT IMPROVEMENTS	11
3.4 LANDUSE CHANGES	13
3.5 EFFORT	14
4.0 KEY PERFORMANCE INDICATORS (KPI'S)	15
5.0 KEY ISSUES AND RECOMMENDATIONS	17
6.0 PROPOSED BUDGET FOR 10 YEAR TIMEFRAME	21
REFERENCES	25
APPENDICES	26
LIST OF FIGURES	
Figure 1. Example of new BEN signage utilised for beach access in Cottesloe (left) and an example of old signage (right) (Note: signage locations are of different areas)	2

**TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT**

Figure 2. Changes in the mapping area for John Black Dune Park due to tennis court expansion in 2016 (Imagery: Nearmaps, April 2015 and December 2022)	3
Figure 3. Example of verge areas excluded from natural areas condition mapping	3
Figure 4. Current vegetation condition for the Town of Cottesloe Natural areas compared to 2015 data	7
Figure 5 Change in Vegetation Condition Status for the Town of Cottesloe Natural Areas	8
Figure 6 Changes in Vegetation Condition across Town of Cottesloe Natural Areas 2015 (left) and 2022 (right)	9
Figure 7. Improvements to beach access while protecting native vegetation	11
Figure 8. Mulch (foreground) and brush application in the newly restored areas	12
Figure 9. John Black Dune Park Development (Source: Town of Cottesloe, 2022)	13
Figure 10. Effort expended by CCA group in the improvement of Natural Areas between 2015 and 2022 (less hours in 2020 due to COVID and event cancellations)	15
Figure 11. Marram Grass growth and the eroded steep dune and a representation of the Marram Grass colonisation against other species (Gadgil, 2006)	18

APPENDICES

Appendix 1 Assessment Graphs and Vegetation Condition Maps for 2022 Natural Areas Assessment	27
Appendix 2 Dominant and Weed Priority Weed Species Recorded Across Natural Areas	34
Appendix 3 Vegetation Condition Maps for October 2022 and April 2015 (Utilising 2022 Natural Areas Boundaries)	36
Appendix 4 Comparative 2015 – 2022 Aerial Images for Natural Areas	37

INTRODUCTION

1.0 BACKGROUND TO THIS REPORT

Syrinx Environmental PL (Syrinx) was commissioned in September 2022 by the Town of Cottesloe (the Town) to undertake a vegetation condition survey of the Town's natural areas. The aim of the survey was to assess the current status of vegetation condition and compare the findings to the 2015 baseline data. The Town and the local volunteer group Cottesloe Coastcare Association (CCA) have invested considerable effort in maintaining and improving the condition of the natural areas after the 2015 baseline mapping. To assess the success of these efforts, the current survey sought to:

- determine if the vegetation condition of natural areas has been maintained and / or improved based on the key performance indicators (KPIs) listed in the 2015 NAMP update;
- identify current issues with vegetation condition management; and
- Provide recommendations for the improvement of natural areas management

The outputs of the current work are a series of vegetation condition maps, quantification graphs outlining changes in vegetation condition and this report that summarises the overall findings and key recommendations. This document and associated outputs will provide another point of reference for vegetation condition assessments in the future and should be used to inform future short to long term improvements to the natural areas condition.

2.0 DATA COLLECTION

2.1 DESKTOP REVIEW AND DATA COLLECTION

Desktop data was collected to supplement and organise field data in a way that is meaningful to the Town and CCA whilst making sure it was congruent with and comparable to the 2015 mapping.

During the 2015 – 2022 period, the Town has updated several beach access pathways and installed new signage reflecting the location of each pathway utilising Beach Emergency Number (BEN) signs.

Previously pathway signage referred to the location of the pathways from the central beach (C 1 – C4) (Indiana Teahouse to John Black Dune Park), North (N) (north of John

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Black Park to Swanbourne) (N1-N12) and south of Indiana Teahouse to Vlamingh Memorial (S1-S15). These pathway names were used in the 2015 mapping to label natural areas. The areas north of the pathway were assigned the same identification as the pathway, e.g. N1 area was located north of the N1 access pathway.

The location of updated beach location access pathways (e.g. CT1 – CT59), as provided by the Town, was used to label the natural areas along the shoreline in the same way as in 2015 (i.e. natural area north of CT57 is labelled as CT57) for both 2015 and 2022 vegetation condition data. The name of the beach location was also added to the attribute table to reflect the new signage (e.g. Vlamingh Memorial, Dutch Inn, Vera View Beach etc.). Examples of the old and new signage are shown in Figure 1 below.



Figure 1. Example of new BEN signage utilised for beach access in Cottesloe (left) and an example of old signage (right) (Note: signage locations are of different areas)

A number of beach access pathways were also closed since 2015 as part of the upgraded beach access. These pathways (e.g. N2, N5, N11 and C3) were revegetated to form a contiguous vegetation patch between neighbouring patches. As a result, the 2015 vegetation condition data had to be updated to reflect this and allow for direct comparison with the 2022 data. This involved drawing polygons over the pathways and adding them to the 'Completely Degraded' condition category.

The size of John Black Dune Park was reduced by approximately 0.5ha for the construction of the new tennis courts in 2016. As a result, the 2015 dataset was modified to excise the area and allow for direct comparison with 2022 results.

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT



Figure 2. Changes in the mapping area for John Black Dune Park due to tennis court expansion in 2016 (Imagery: Nearmaps, April 2015 and December 2022)

Similarly, changes also occurred at Victoria Station with the more recent construction of the Principal Shared Pathway, reducing the overall area previously mapped as being vegetated and requiring amendments to the 2015 dataset and the boundary of the natural areas.

A number of smaller areas along Grant Street and Marine Parade verges were mapped in 2015 and included in the final area calculations. After reviewing the data and after discussions with the Town and CCA, it was decided to remove these areas from the natural areas category as these will likely form part of the Town's green infrastructure network and are managed under different budgets to the natural areas. The example of the areas excluded is presented in Figure 3.



Figure 3. Example of verge areas excluded from natural areas condition mapping

The verge encompassing the Secret Gnome Garden was not considered as a natural area in 2015 and was hence not presented on the maps in the 2015 NAMP addendum. This area has been added to the natural areas in 2022 and the 2015 dataset was amended to include mapping of this area based on the field notes taken in 2015.

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Finally, a number of pathways along the shoreline were realigned as part of beach access and the stormwater pipework upgrade works. As much as possible, amendments were made to the natural area boundary to reflect its true extent via aerial imagery from April 2015 and October to December 2022. Detailed feature surveys of infrastructure (beyond specific beach access pathway survey work) were not available.

A summary of the effort / hours invested by the CCA volunteers for the 2015 – 2022 period and the funding / grants obtained over this time were sourced from the CCA.

2.2 FIELD ASSESSMENT

Field assessment involved traversing the natural areas on foot in a series of transects parallel to the shoreline, generally 5 m apart, where vegetation was sparse enough to allow passage without damage to vegetation. Where access was not possible (i.e. vegetation was very dense or the slope too steep and unstable), vegetation was observed from a greater distance (generally within 10 m) and mapped from either top or bottom of the slope.

All field observations and mapping were conducted by the same botanist who conducted the 2015 survey using the same vegetation condition scale and classification rules as presented in the 2015 NAMP report (see Table 1 for vegetation condition classification).

Table 1. Vegetation Condition Scale for Town of Cottesloe Natural Areas

	Completely Degraded	Degraded	Good	Very Good
Keighery, B.J. (1994)	The structure of the vegetation is no longer intact and the area is completely or almost completely without native species. These areas are often described as 'parkland cleared' with the flora comprising weed or crop species with isolated native trees or shrubs	Basic vegetation structure severely impacted by disturbance. Scope for regeneration but not to a state approaching good condition without intensive management. For example, disturbance to vegetation structure caused by very frequent fires, the presence of very aggressive weeds, partial clearing, dieback and grazing.	Vegetation structure significantly altered by very obvious signs of multiple disturbances. Retains basic vegetation structure or ability to regenerate it. For example, disturbance to vegetation structure caused by very frequent fires, the presence of some very aggressive weeds at high density, partial clearing, dieback and grazing.	Vegetation structure altered, obvious signs of disturbance. For example, disturbance to vegetation structure caused by repeated fires, the presence of some more aggressive weeds, dieback, logging and grazing.
Croft et al (2005) (modified) Native species diversity	0 to 5%	5 to 20%	20-60%	60-100%
Weed species abundance	60-100%	20-60%	5 to 20%	0 to 5%
General Health % plants with significant health problems	>70%	50-70%	30-50%	15-30%
Disturbance Soil and/or substrate disturbance. Such as trampling, tracks, erosion.	Disturbance incidence very high. Affecting 80-100% of the area.	Widespread high level disturbance affecting 60-80% of the area.	Widespread high level disturbance affecting 40 to <60% of the area.	Generally low-level disturbance. May be high in small patches. Affecting 20 to <40% of the area.

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Areas with native Western Australian trees, such as *Melaleuca lanceolata* or *Agonis flexuosa* were given a 'Good' status. Given that the 2022 survey occurred in October when several annual weeds were present, the mapping has considered this, and the focus was predominantly on the perennial species as recorded in 2015.

Restored areas were examined for plant survival, weed cover and overall growth since planting to establish their condition. In general, most of the areas within two years from planting were mapped as degraded as the plants were too young to determine if they were established (usually, this should be assessed after 3 – 5 years after establishment).

All information was recorded on field maps, and any points of interest recorded using a handheld GPS to assist with mapping.

2.2.1 Weeds

Weeds were recorded for each natural area assessed, and the abundance was recorded on the maps to assist with data interpretation. The list of dominant weed species recorded per each natural area is presented in Appendix 2.

Leptospermum laevigatum (Coast Teatree) mapping was completed using the same method presented in the 2015 NAMP (Syrinx, 2015).

2.3 CONSULTATION

Syrinx has liaised with the Town's Natural Resource Management (NRM) representatives and the CCA during map development to determine the outputs required and seek feedback on the best way to present data in this report. Syrinx has also sought to understand how the natural areas are currently managed to identify any resource or information gaps that could assist the Town towards progressing with improving the condition of the natural regions.

A preliminary presentation outlining the initial findings of the survey was held with the above parties and the Town's Operations team to highlight problem areas and indicate potential improvements for future maintenance and implementation activities.

2.4 DATA ANALYSIS AND MAPPING

Data collected in the field was digitised in the ArcMap GIS Software by forming polygons around specific features (e.g. patches of native vegetation or patches of introduced trees such as *Leptospermum laevigatum*). Each polygon is given specific attributes, including:

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

- **Location ID** (as per BEN signage (e.g. CT 1, CT4 etc.);
- **Area Name 1** (as per BEN signage, e.g. Vlamingh Memorial, Dutch Inn, Vera View Beach etc.);
- **Area name 2** (larger group areas to denote locations as used by CCA);
- **Vegetation Condition** (rating: Completely Degraded – Very Good);
- **Area** (m²) (Calculated in GIS);
- **Notes** (plant species name, whether an area has been revegetated, has eroding features, notes on mulching etc.).

The 2015 dataset retains both old and new nomenclature for the natural areas for easy reference with the old NAMP documents (i.e. Ecoscape, 2008 and Syrinx, 2015).

Once mapped, the vegetation condition was quantified by calculating areas for each condition category. This was completed by exporting attributes from GIS to an Excel spreadsheet and creating relevant summary graphs as presented in 3.0 and Appendix 1. Each summary graph is prefaced with the map showing different ways in which natural areas were grouped for assessment (e.g. Location ID as per BEN signage (either CT numbers or names provided on signage) and the larger grouping as is used by CCA and the Town personnel.

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

3.0 KEY FINDINGS

3.1 VEGETATION CONDITION

Vegetation condition varied across all sites and is reflective of efforts invested in weed control and revegetation activities. The change in vegetation condition across agglomerated natural areas is illustrated in Figure 4. Detailed vegetation condition maps for these areas are presented in Appendix 1.

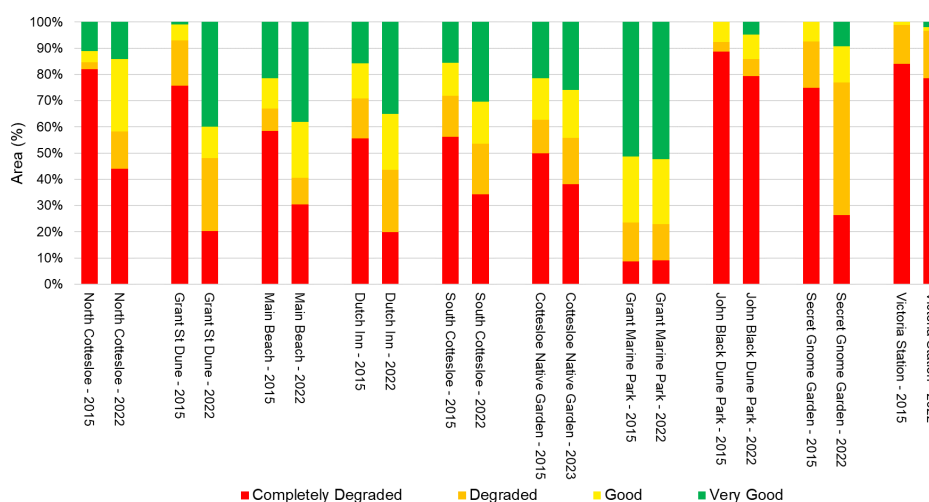
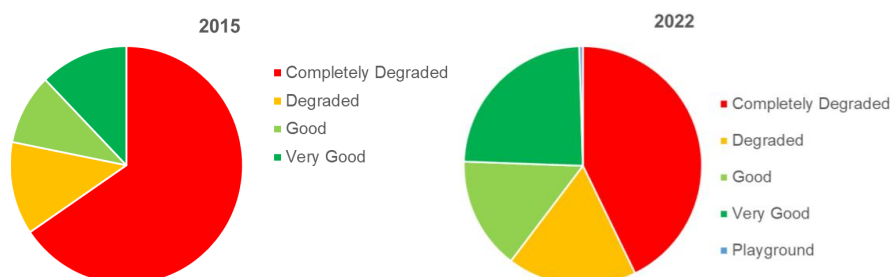


Figure 4. Current vegetation condition for the Town of Cottesloe Natural areas compared to 2015 data

Results in the figure above indicate that with the exception of the Grant St Marine Park, which maintains the same condition by % area as recorded in 2015, and marginal improvements for the Victoria Station and John Black Dune Park, other areas show between 10 – 50% improvement in vegetation condition. This improvement is mainly noted by the decrease in the 'Completely Degraded' category and the increase in 'Degraded' or better categories. The greatest improvements were made at Grant St Dune, Dutch Inn, Main Beach and South Cottesloe, which are a result of 2018 – 2021 planting revegetation efforts in particular. The improvements to John Black Dune Park are due to revegetation efforts along the western boundary of the site after the expansion of tennis courts in 2016 and growth projection in the crown of the native trees in the area. Victoria Station Principal Shared Pathway (PSP) greening efforts have provided improvement to approximately 5% of the overall area.

A summary of the condition improvements achieved across all natural areas are presented in Figure 5.

**TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT**



Year	Completely Degraded (ha)	Degraded (ha)	Good (ha)	Very Good (ha)	Total (ha)
2015	12.3	2.4	1.8	2.3	18.8
2022	8.1	3.4	2.8	4.5	18.8
Reduction or increase in condition between 2015 and 2022					
(ha)	-4.2	1.0	1.0	2.2	
%	-23%	5%	6%	12%	

Figure 5 Change in Vegetation Condition Status for the Town of Cottesloe Natural Areas

A 22% improvement in the overall natural area condition was achieved between 2015 and 2022. This improvement resulted in a reduction of 'Completely Degraded' condition ranked areas by 23% (or 4.2 ha) and an increase in 'Degraded' or better condition vegetation. The 'Very Good' and 'Good' condition area increases indicate that the older revegetation prior to 2020 had good survival and that the 'Good – Very Good' condition vegetation recorded in 2015 was mostly maintained or has increased its canopy cover.

A high proportion of the areas mapped as having degraded condition are newly planted areas (less than two years old). This indicates a potential for further improvement in vegetation condition in the short term if the revegetation areas are appropriately managed.

A small area rehabilitated as a nature playground adjacent to Vlamingh Memorial has been classified as 'Degraded' for calculations but has been represented individually in pie charts and maps. It is recommended that this area be accounted for / mapped in the same way in the future as it still retains Coast Teatrees and is generally bare (mulched) but provides the habitat for wildlife because of its unique setting (surrounded by planted native vegetation) and soft landscape.

A visual representation of the improvements in vegetation condition for all Natural Areas is presented in Figure 6.



Figure 6 Changes in Vegetation Condition across Town of Cottesloe Natural Areas 2015 (left) and 2022 (right)

3.2 WEEDS

Overall, priority weed cover in the Natural Areas has been reduced as a result of revegetation efforts and native cover expansion. However, the distribution of priority weeds remains the same and additional weed species were recorded at Victoria Station PSP revegetation areas. These species appear to have been introduced via mulch application (*Reichardia tingitana*, *Cyperus congestus* and in one location with few plants, only *Echium plantagineum* (Pattersons Curse), which is a Declared Pest in Western Australia).

Some reduction in *Ammophila arenaria* (Marram Grass) population was noted since 2015 mainly for the northern beaches from Grant Street north. This reduction is attributed to both revegetation / maintenance but also dune foredune erosion during May 2020 storms.

Grant Street Beach, Dutch Inn, Main Beach and Southern Cottesloe showed a significant reduction in weed cover as a result of revegetation works and the subsequent weed control efforts.

Ferraria crispa (Black Flag) persists in most areas despite ongoing management. The Mudurup Rocks area shows infestation on par or slightly higher than in 2015. For other areas, this weed occurs sporadically and appears to be well controlled. *Pelargonium capitatum* (Rose Pelargonium) and *Trachyantha divaricata* (False Onion Weed) retain the same extent as in 2015. While a notable reduction in Rose Pelargonium abundance was achieved across all restored areas, particularly at Main Beach, other areas appear to have similar abundance and cover to 2015. *Trachyantha divaricata* control appears to have been less successful; however, reductions in cover across restored areas is evident.

The cover of Couch and the Sea Spinach has decreased in the high performing areas / newly revegetated areas, particularly the Dutch Inn beaches. Sea spinach however, is not well controlled in the older rehabilitation areas, especially the Main Beach areas (e.g. planting adjacent to Barchetta restaurant) causing many of the native plants to be overgrown, reducing the area condition. This indicates that the current maintenance effort is not sufficient to keep this weed in check for the old revegetated areas.

The cover of Coast Teatree has been reduced as a result of various revegetation works and clearing to make room for new infrastructure such as tennis courts and the PSP at Victoria Station. However, the remaining trees / shrubs have increased canopy cover over time, therefore, making the overall cover reduction less significant. Removal of this

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

species is staged due to the difficulty of removal and to protect the dunes from erosion. Significant improvement was made at Cottesloe Native Gardens (CNG) by removing a central core of this species and revegetating it with native endemic species.

Ehrharta longiflora (Annual Veldt Grass) was most prolific at CNG alongside Rye Grass, with the latter being common but not as abundant at Grant Marine Park. *Gazania* sp. occurrence was also reduced as a result of works in the Dutch Inn area but remains on the steep slopes of the southern beaches.

Argyranthemum frutescens (Marguerite Daisy) distribution and cover are similar to 2015 and isolated to the southern corner of Grant Marine Park. The list of species occurring within each of the natural areas is presented in Appendix 2.

3.3 MANAGEMENT IMPROVEMENTS

Due to beach access upgrades, there were a number of improvements in the way some sections of the natural areas are managed. Installation of concrete curbing to prevent the turf from entering revegetated areas, new fencing to protect vegetation and removing turf and weeds between natural areas and the pathway have made significant improvements and will, over time, reduce the maintenance burden.

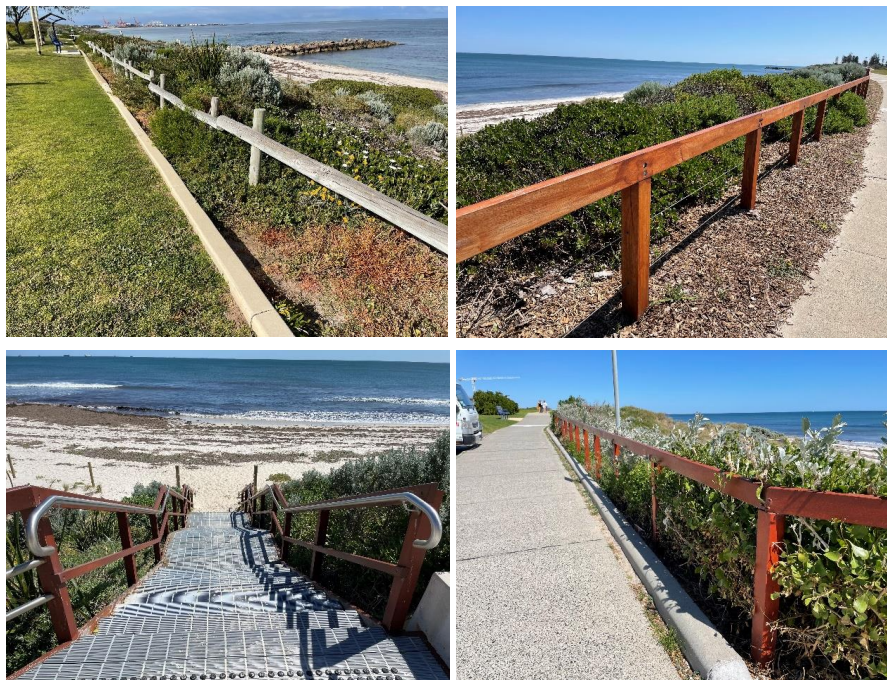


Figure 7. Improvements to beach access while protecting native vegetation

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Regular weed control is implemented; however, the timing of the weed control appears to be suboptimal, resulting in a poor outcome for the overall vegetation condition and a reduction in the abundance of some weed species.

Improvements were made to stormwater drainage at the Main Beach. However, these works have made a substantial disturbance to the surrounding vegetation. The planting of new seedlings appears to have been completed late in the season, causing many seedlings to die (>80%). Therefore, supplementary planting and maintenance are required, and the area was mapped as 'Completely Degraded'.

The deep planting technique utilised by CCA, combined with the regular watering and hand weeding in the first two years of establishment, has had a significant positive impact on vegetation condition. The application of mulch on the upper slope of the restored dunes appears to have had a positive effect on moisture retention and suppression of some weeds, such as Sea Spinach. However, it was also observed that the mulch areas had large populations of annual weeds like Burmedic (*Medicago* spp), Cape Weed and *Senecio* sp. Anecdotal evidence (CCA) suggests that these weeds were on site previously (i.e. in 2015) but were not recorded due to the late timing of that survey (April). It is likely that organic content and the moisture retention in mulch assist with the preferential establishment of some annual weeds, and as such, the mulch should be limited to upland areas of the beach where weed maintenance is easier and does not interfere with natural sand migration within the dune system.



Figure 8. Mulch (foreground) and brush application in the newly restored areas

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

As a result of on ground research in 2019 - 2020, CCA has developed a more effective control for many of the priority species within natural areas, which are currently being implemented and will aid with the improvement of vegetation condition in the future.

3.4 LANDUSE CHANGES

As a result of a successful grant in 2019/2020, CCA and the Town have established a nature playground opposite the Vlamingh Reserve. This project has made substantial improvements to the biodiversity and condition of the area and indicates that improvements in natural areas are possible when combined with recreational use spaces.

More recently, the Council obtained funding for the development of a Skate Park within the John Black Dune Park area. A schematic design showing the position of the Skate Park hardscape and revegetation areas is shown in Figure 9 (Town of Cottesloe, 2022).

The Town plans to work closely with CCA to compile a suitable list of local provenance coastal plants which will contribute to the improvement of the Town's overall natural areas condition and provide habitat for native birds, reptiles and pollinators.

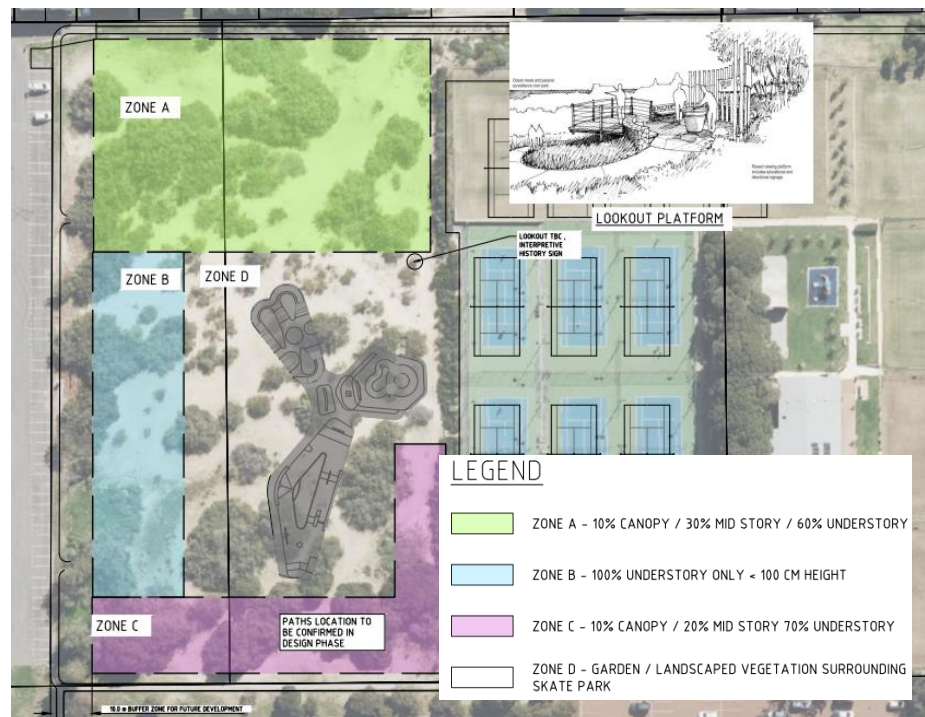


Figure 9. John Black Dune Park Development (Source: Town of Cottesloe, 2022)

3.5 EFFORT

The effort expended in improving vegetation condition includes financial contributions by the Town and the CCA, as well as on-ground work (labour hours), which included slope stabilisation, revegetation and maintenance activities.

While CCA maintains an ongoing strong involvement with the improvement and maintenance of natural areas, the Town has, as a result of the 2015 condition assessment, increased its contribution both financially and with labour input, although the latter was relatively limited due to resourcing.

For the past five years (2017 - 2022), the Town contributed \$668,000 for the maintenance and improvement of natural areas which included the \$20,000 contribution by the Perth NRM. The 2022/23 budget includes \$60,000 for natural area improvement projects and \$100,000 for maintenance activities by the Natural Areas Team. Additional funds obtained for the 22/23 year included \$13,000 for the natural areas condition mapping (preparation of this document) and a \$20,000 Perth NRM contribution. This brings the overall total of available funds for 22/23 to \$193,000 and the overall funding for Natural areas management for the past six years at \$861,000.

From the volunteer hour records provided by CCA for the same period (2017- 2022) over 9000 hours were invested by the group on various tasks to improve the vegetation condition of natural areas. A breakdown of this effort is shown for each year in Figure 10. When using current Volunteer WA rates, the total effort expended by the CCA over the past five years is \$434,000. In addition, CCA has obtained \$112,527 of funding via various grant applications and has attracted contributions of over 3800 hours by external parties and experts at an approximate value of \$187,000. This brings the overall total for the five-year period to \$733,527, which is a significant and highly valuable contribution to the Town's investment in green infrastructure.

As Figure 10 shows, almost 50% of the volunteer time is spent on weeding and watering, with the remainder attributed to site preparation and revegetation. As the restoration areas are expanding and no dedicated staff are present in the Town to manage weed control in a timely fashion, volunteers are expending their efforts across many areas, making them inefficient and causing fatigue. As the restoration continues in the future, it would be very difficult for the group to maintain the same level of presence in the maintenance of wider natural areas and this will be one of the key problems to resolve when planning works for the future restoration efforts.

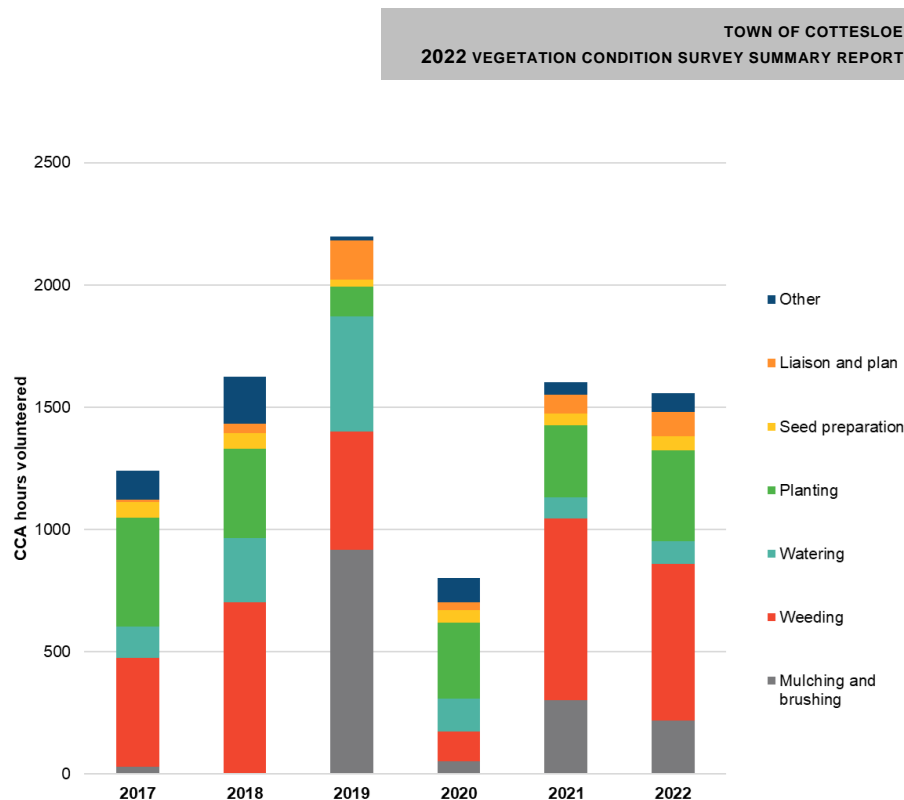


Figure 10. Effort expended by CCA group in the improvement of Natural Areas between 2015 and 2022 (less hours in 2020 due to COVID and event cancellations)

4.0 KEY PERFORMANCE INDICATORS (KPI'S)

2015 NAMP Addendum states six key performance indicators to determine if the improvement in vegetation condition was achieved. It is recognised that there are many other parameters that could be assessed, particularly from the ecosystem services perspective and carbon sequestration; however, these are not discussed here as the primary topic of this assessment is the overall vegetation condition improvement.

The performance against each KPI is listed in Table 2.

Significant improvements were made to the increase in good quality vegetation (22%) and the improved beach access.

Weed control has reduced weed coverage/abundance, but the priority weeds are persisting within the same extents, and new revegetation areas are under pressure due to high seed banks of some species, like Sea Spinach which require timely, frequent and ongoing control.

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

A reduction in feral animal occurrence was noted, but this improvement is hard to quantify without detailed investigations. Anecdotal evidence from CCA suggests this is an ongoing issue for the Grant Marine Park and evidence of rabbit grazing was also observed at Northern beaches.

Improvements have been made to the Main Beach drainage; however, other stormwater drains however minor require upgrades and or detention of flows within the upper catchment to reduce pressure on outfall areas.

Table 2. Vegetation Condition assessment against KPIs set in the 2015 NAMP

Key Performance Criterion	Summary of Performance	
1. Percentage increase in good quality vegetation.	22% overall improvement in vegetation condition was achieved, with 18% of this being attributed to the increase in Good or Very Good vegetation condition. This increase is due to revegetation and maintenance efforts allowing for the overall increase in the native vegetation cover and survival rates post-revegetation.	
2. Reduction in the number of high priority weeds.	All high priority weeds persist in the natural areas. While for the most part high priority weed coverage was reduced, more timely maintenance by staff familiar with the natural areas would provide a much better outcome.	
3. Reduction in feral animals / feral animal activity (e.g. rabbits, rats) (i.e. no plant damage / diggings or excreta noted).	There was a reduction in the observed scats across the Natural Areas. However, rabbits are still persisting at Grant Marine Park, Grant Street Beach and North Cottesloe in particular. Rat diggings were observed around stormwater drains at Grant St Beach (just north of the surf club). In comparison, evidence of grazing was low (this is also due to the timing of the survey when introduced grasses and herbs provided fodder for rabbits). Rabbit presence was also noted anecdotally at Cottesloe Native Gardens, and evidence of grazing and scats noted at Northern beaches.	
4. Reduction of use of old and creation of new access pathways.	The creation of new access pathways and the closure of old pathways has improved the condition of some sections of natural areas. However, evidence of foot traffic and trampling is still evident around the Dutch Inn area, and the Mudurup Rocks patch also shows significant trampling by what appears to be frequent foot traffic between the surf club and the limestone cliff.	
5. No leaky drainage outlets on the slopes, particularly in North Cottesloe.	Drainage improvements were made at Main Beach; however, other stormwater drains are still in the state of disrepair and require attention to avoid erosion due to higher than average rainfall events (e.g. storm event of 2020).	
6. Increase in funds for the management of restored areas.	The Town has increased funding for the improvement of natural areas, which has resulted in the overall improvement in the vegetation condition and biodiversity. However, the weed coverage, particularly in older restoration areas is high, indicating that increased funding and effort are required to maintain these in addition to newly rehabilitated areas.	

5.0 KEY ISSUES AND RECOMMENDATIONS

The improvement of vegetation condition in the Natural Areas was due to significant on ground effort and funding over the past five years. This not only improves the biodiversity of the area but also increases amenity and climate resilience and will, in the future, help mitigate the pressures of coastal erosion.

As the LGAs move toward sustainable ways of managing climate change, they are looking to green infrastructure/ natural areas to provide the many ecosystem services essential to the well-being of its residents, the economy, natural history, culture and biodiversity. The Town is recognised as a premier beach location in WA and as such, showcases the best that Western Australia has to offer. By increasing the value of its natural assets, the Town has not only local but also regional and wider positive impact.

There are currently several issues that prevent the Town from achieving high standards of natural areas restoration. It is recognised that the narrow natural areas along the foreshore are more susceptible to damage by anthropogenic (e.g. high visitation rates, trampling) and natural (e.g. storms) factors. Despite this, there are a number of issues that can be managed:

Issue 1 - Maintenance

Maintenance of natural areas is lacking mainly as a result of poor resourcing within the Town and the issues with contracting experienced and well resourced weed management contractors to control weeds in a timely fashion.

Issue 2 – Reduction in the maintenance budget for natural areas

Reduction of budget for maintenance is an issue as natural areas require maintenance of not only newly established areas but also areas that are already established. This is an ongoing commitment, and the reduction in funding can only be applied when results show that maintenance efforts can be reduced.

Issue 3 – Knowledge Transfer and the Future of volunteer involvement

Currently, the CCA volunteers, who have over 30 years of experience in the ongoing on-ground management and restoration of local beach dunes and hold significant knowledge, cannot facilitate this knowledge transfer without resource allocation and commitment from the Town.

The expansion of revegetation activities is putting pressure on the resources of CCA who spend considerable time conducting weed control when they could be spending this time seeking additional funds, growing membership and participating in the planning and

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

implementation decisions alongside the Environment Coordinator, the NRM team and the Town's Maintenance staff.

Issue 4 – Introduction of new weeds through restoration activities

New weeds have been recorded at the Victoria station PSP revegetation site as a result of mulch application that contained the weed seed. While this can be managed as part of weed control, the expense of this adds to further pressures financially and hinders native plant establishment.

Issue 5 – Inappropriate species selection for planting on primary dunes

The survey has noted that planting of some shrubs is best suited to secondary dune systems and was planted too low on the primary dune profile where Spinifex species are most suited.

Issue 6 – Hard infrastructure development and upgrades

Narrow spaces with turf and weeds between the pathway and natural areas persist. Damaged and or poorly functioning stormwater outlets/drains are also present. While these divert water from a small catchment (adjacent road) they cause localised erosion.

Issue 7 – Persistence of Marram Grass on northern beaches and their influence on erosion

Marram Grass displaces native sand-binders and decreases the proportion of bare sand, which alters the natural dynamics of dune systems and result in a drastically changed coastal topography or beach profile. This has been demonstrated through the erosion of the steep dunes during the May 2020 Storm. Figure 11 shows the eroded steep dune face and the image interpreting the different ways in which Marram Grass colonises dunes as compared to Spinifex species and Pingao (New Zealand Native species).



Figure 11. Marram Grass growth and the eroded steep dune and a representation of the Marram Grass colonisation against other species (Gadgil, 2006)

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Recommendations:

1. The Town should appoint a full time 'on the ground' Bushcare Officer to maintain the natural areas only. The officer would ensure timely weed control and liaise with the Town's Environmental Coordinator and the Operations Team to ensure resources are available at high-demand times. The officer would work closely with CCA to maximise volunteer input into the management of vegetation and ensure knowledge transfer that can then be passed on to subsequent staff who will have this role.
2. Facilitate knowledge transfer between CCA and the Town's staff (ongoing) and develop ways along with the CCA in which volunteer membership and assistance can be retained and or improved into the future both in short (e.g. five years) medium 5 – 10 and long (10 – 20 years) term. Long term planning is especially important as most restored ecosystems become self-regenerating after 15 or 20 years (depending on species and location).
3. Maintain and or increase budgets for the maintenance of natural areas. Should this not be possible, concentrate efforts on the areas that are already established while sourcing funding for the following years. State funding should be investigated given that the Cottesloe Beach is a premier tourist location in the Perth area. This may cover maintenance costs for the central (most visited) section of the foreshore.
4. Ensure that the machinery, mulch or any other materials used on any restoration site are weed free / screened. Monitor and control weeds during their establishment period to prevent spread.
5. Ensure all new infrastructure is planned in a way that protects and enhances natural areas. Avoid planting / maintaining turf in small strips of land less than 1 m wide between the pathway and the natural areas.
6. Ensure adequate planning is in place when considering the movement of people from street carparks to beach access areas – do not plant native plants somewhere where they will be easily damaged by public movement, as these areas will have a high likelihood of vandalism and require higher maintenance.
7. Make improvements to stormwater drain outlets discharging onto primary dune areas. This includes diversion and stormwater capture upgradient from the beach

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

and or bioengineering (e.g. brushing and or alternative methods) to minimise dune scour (where drain outputs are small).

8. Revegetation is recommended with tubestock and a variety of suitable local provenance species should be used. Cottesloe Coastcare's website provides a comprehensive species list and includes 72 original plant species that are local in Cottesloe
9. Select the species most appropriate to the hydrogeomorphological position. Use elevation profiles and slope orientation to ensure the selection that is most appropriate and will ensure planting success. Foredunes should contain *Spinifex hisuitus* and *Spinifex longifolius* which can occupy the lower slope of the primary dune and the Town should have an ongoing order at the nursery (e.g. 5 – 10,000 plants per annum) so that the spinifex belt can be maintained and or improved.
10. Ensure planting density is increased in the foredune or primary dune lower slope. Mark out young plants so that they can be easier to distinguish from young Marram Grass or Sea Wheat during the first two years of growth (e.g. Bamboo stake).
11. The selection of trees like *Casuarina equisetifolia* detracts from the natural beach setting. While trees are always a preferred option to shade structures, the incorporation of sustainable energy generating and unique in design (e.g. sculptural design) shade structures may offer a better solution for some exposed sites with seating. Alternatively, *Melaleuca lanceolata* offers a more natural option but should be grown to a larger size in the nursery and hardened off at the Towns depot prior to installation as a shade / street / carpark tree.
12. Increase knowledge of restoring coastal systems via ongoing training and development and engagement in on ground research.
13. Use only sustainable and biodegradable materials for slope stabilisation to avoid pollution and damage to wildlife (e.g. avoid the use of coir matting with plastic mesh backing).
14. Use experienced contractors with sufficient resources to ensure delivery of assigned tasks such as weed control.

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

15. Monitor the progress of work and implement improvements along the way. Liaise with CCA, research organisations and specialist consultants to develop the most appropriate and timely solutions.
16. Protect the natural heritage of the area, which include landforms and or remnant vegetation. E.g. limestone ridge behind the Cable Station.
17. Implement smaller projects in high-impact areas and maintain them well. This can include highly visible sites or sites with erosion issues before moving to larger areas. Always ensure an adequate maintenance budget is available before progressing with the restoration of new areas.

6.0 PROPOSED BUDGET FOR 10 YEAR TIMEFRAME

The Town has provided the proposed cost allocations for maintaining natural area sites between 2023/24 and 2032/33 to assist with budgeting requirements. The budget allocations are outlined in Table 3.

The proposed activities and cost allocations for restoring the John Black Dune Park which will be scheduled between 2023/24 and 2025/26 following the construction of the skate park are outlined in Table 4.

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Table 3. Town of Cottesloe Natural Areas Proposed Budget for 2023 – 2033

Natural Areas Maintenance Works	Cost per annum	Year 1 - 2023/24 Proposed Sites	Year 2 - 2024/25 Proposed Sites	Year 3 - 2025/26 Proposed Sites	Year 4 - 2026/27 Proposed Sites	Year 5 - 2027/28 Proposed Sites	Year 6 - 2028/29 Proposed Sites	Year 7 - 2029/30 Proposed Sites	Year 8 - 2030/31 Proposed Sites	Year 9 - 2031/32 Proposed Sites	Year 10 - 2032/33 Proposed Sites
Weed control works - contractor engagement for autumn and spring herbicide treatments	\$ 36,000.00	All Sites - Coastal and Curtin Avenue	All Sites - Coastal and Curtin Avenue	All Sites - Coastal and Curtin Avenue	All Sites - Coastal and Curtin Avenue	All Sites - Coastal and Curtin Avenue	All Sites - Coastal and Curtin Avenue	All Sites - Coastal and Curtin Avenue	All Sites - Coastal and Curtin Avenue	All Sites - Coastal and Curtin Avenue	All Sites - Coastal and Curtin Avenue
Hand weeding and woody weed removal where spraying is not feasible (10 days with 2 staff). Note: inspect sites for priority weeding.	\$ 12,000.00	Main Beach South Cottesloe	Grant Marine Park Grant Street Dune	Dutch Inn Cottesloe Native Garden Secret Gnome Garden	North Cottesloe Victoria Station/ Curtin Avenue	John Black Dune Park Victoria Station/ Curtin Avenue	Main Beach South Cottesloe	Secret Gnome Garden North Cottesloe	Grant Marine Park Grant Street Dune	Dutch Inn Cottesloe Native Garden	North Cottesloe Victoria Station/ Curtin Avenue
Bulbs Weed treatment - Black flag, Lachenalia and Freesias (4 days with two operators)	\$ 5,000.00	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park	Main Beach South Cottesloe Cottesloe Native Garden John Black Dune Park Grant Marine Park
Erosion Control - Where needed coir matting will be installed to stabilise the dunes (including dune blow outs)	\$ 2,000.00	South Cottesloe (Vlamingh dunes)	North Cottesloe Dunes (Vera View)	South Cottesloe (Pearse Street)	North Cottesloe	Main Beach	South Cottesloe (Mudurup Rocks)	South Cottesloe (Mudurup Rocks)	North Cottesloe (north of Grant Street)	North Cottesloe (north of Grant Street)	Main Beach
Purchasing plants - 8,000 seedlings purchased at ~\$2/plant for infill planting (including ongoing spinifex order for foredune planting) plus Coastcare's plants	\$ 16,000.00										
Site Preparation by contractors - Auger 8,000 deep basin holes at both Town and Coastcare sites.	\$ 8,000.00	Main Beach South Cottesloe (Vlamingh) Infill at various sites	South Cottesloe North Cottesloe Infill at various sites	South Cottesloe Victoria Station Infill at various sites	Grant Street Dunes North Cottesloe Infill at various sites	Main Beach North Cottesloe Infill at various sites	South Cottesloe (Mudurup Rocks) Infill at various sites	Secret Gnome Garden Dutch Inn Infill at various sites	South Cottesloe Infill at various sites	Grant Street Dunes Infill at various sites	North Cottesloe Infill at various sites
Planting by contractors - Plant 5,000 seedlings with fertiliser at Town's sites (volunteer planting at Coastcare sites).	\$ 5,000.00	Main Beach South Cottesloe (Vlamingh) Infill at various sites	South Cottesloe North Cottesloe Infill at various sites	South Cottesloe Victoria Station Infill at various sites	Grant Street Dunes North Cottesloe Infill at various sites	Main Beach North Cottesloe Infill at various sites	South Cottesloe (Mudurup Rocks) Infill at various sites	Secret Gnome Garden Dutch Inn Infill at various sites	South Cottesloe Infill at various sites	Grant Street Dunes Infill at various sites	North Cottesloe Infill at various sites
Water new seedlings over the summer - 5,000 seedlings between December - March (2 waterings per month). Coastcare sites watered by Coastcare.	\$ 6,000.00	Main Beach South Cottesloe (Vlamingh) Infill at various sites	South Cottesloe North Cottesloe Infill at various sites	South Cottesloe Victoria Station Infill at various sites	Grant Street Dunes North Cottesloe Infill at various sites	Main Beach North Cottesloe Infill at various sites	South Cottesloe (Mudurup Rocks) Infill at various sites	Secret Gnome Garden Dutch Inn Infill at various sites	South Cottesloe Infill at various sites	Grant Street Dunes Infill at various sites	North Cottesloe Infill at various sites
TOTAL COST PER ANNUM	\$ 90,000.00										

Table 4. Town of Cottesloe Proposed Budget for John Black Dune Park Restoration Project

Financial Year	Proposed Activities – Soft Landscaping	Estimated costs	Budget available
2023/2024	Landscaping design (includes community consultation if required, Aboriginal liaison, seating nodes, water points for drink fountains and irrigation if required for lawn, water drainage patterns and any earthworks, pathways and universal access points, location of viewing platform)	\$ 50,000.00	\$ 80,000.00
	1 st Staged Removal of Vic tea trees (carefully assessed with Coastcare to avoid unnecessary habitat destruction)	\$ 4,000.00	
	Construct swales and other earthworks if required for water drainage	\$ 5,000.00	
	Weed control (particular attention to the black flag) using manual and chemical methods	\$ 5,000.00	
	Mulch @ 50mm Thickness across approx 1 ha (500m cubed) – free mulch from Town's stocks, spread with bobcat	\$ 2,000.00	
	The first round of planting with 5,000 coastal native tubestock. Contractors to auger holes in preparation for volunteer planting events. Include tall tree species to allow early establishment.	\$ 14,000.00	
2024/25	Additional mulching in areas to be planted - Mulch @ 50mm Thickness – free mulch from Town's stocks	\$ 5,000.00	\$ 80,000.00
	2 nd Staged Removal of Vic tea trees (carefully assessed with Coastcare to avoid unnecessary habitat destruction)	\$ 6,000.00	
	Plant 10,000 coastal native seedlings in mulched garden beds outside construction zones using contractors	\$ 42,000.00	
	Summer watering is scheduled from November to March	\$ 12,000.00	
	Weed control (particular attention to the black flag) using manual and chemical methods	\$ 15,000.00	
2025/26	Plant buffer zones around construction areas and infill plant revegetation areas with 5,000 coastal native seedlings. Utilise contractors.	\$ 20,000.00	\$ 80,000.00
	Weed control (particular attention to the black flag) using manual and chemical methods	\$ 10,000.00	
	Summer watering is scheduled from November to March	\$ 10,000.00	
	Develop a "bush tucker" garden with signage re species and health benefits /medicinal uses	\$ 40,000.00	
Proposed Activities – Hard Landscaping			
2024/25	Install viewing platform and concrete pathways (including universal access pathways)	\$ 60,000.00	\$ 100,000.00
2025/26	Install seating, shade structures (if required) and interactive signage	\$ 40,000.00	

Note: ongoing maintenance costs (i.e. weed control) of the John Black Dune Park area after 2026 will be absorbed into the Natural Areas budget.

Tables 3 and 4 supplied by Town of Cottesloe.

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

REFERENCES

Ecoscape (2008) Cottesloe Natural Areas Management Plan – Final. Technical Report for Town of Cottesloe, 22nd September 2008.

Gadgil, R.L. (2006) A review of the use of *Ammophilla arenaria* on New Zealand Sand Dunes. CDVN Technical Bulletin No. 5

Keighery, B.J. (1994) Bushland Plant Survey. Wildflower Society of Western Australia.

Syrinx (2015) Town of Cottesloe NAMP Addendum 1. Technical Report for Town of Cottesloe, June 2015.

Town of Cottesloe (2022) John Black Dune Park Skate Park Masterplan
<https://www.cottesloe.wa.gov.au/council-meetings/ordinary-council-meeting/26-april-2022-ordinary-council-meeting/301/documents/1015-john-black-dune-masterplan.pdf>

APPENDICES

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

**Appendix 1 Assessment Graphs and Vegetation Condition Maps for 2022 Natural
Areas Assessment**

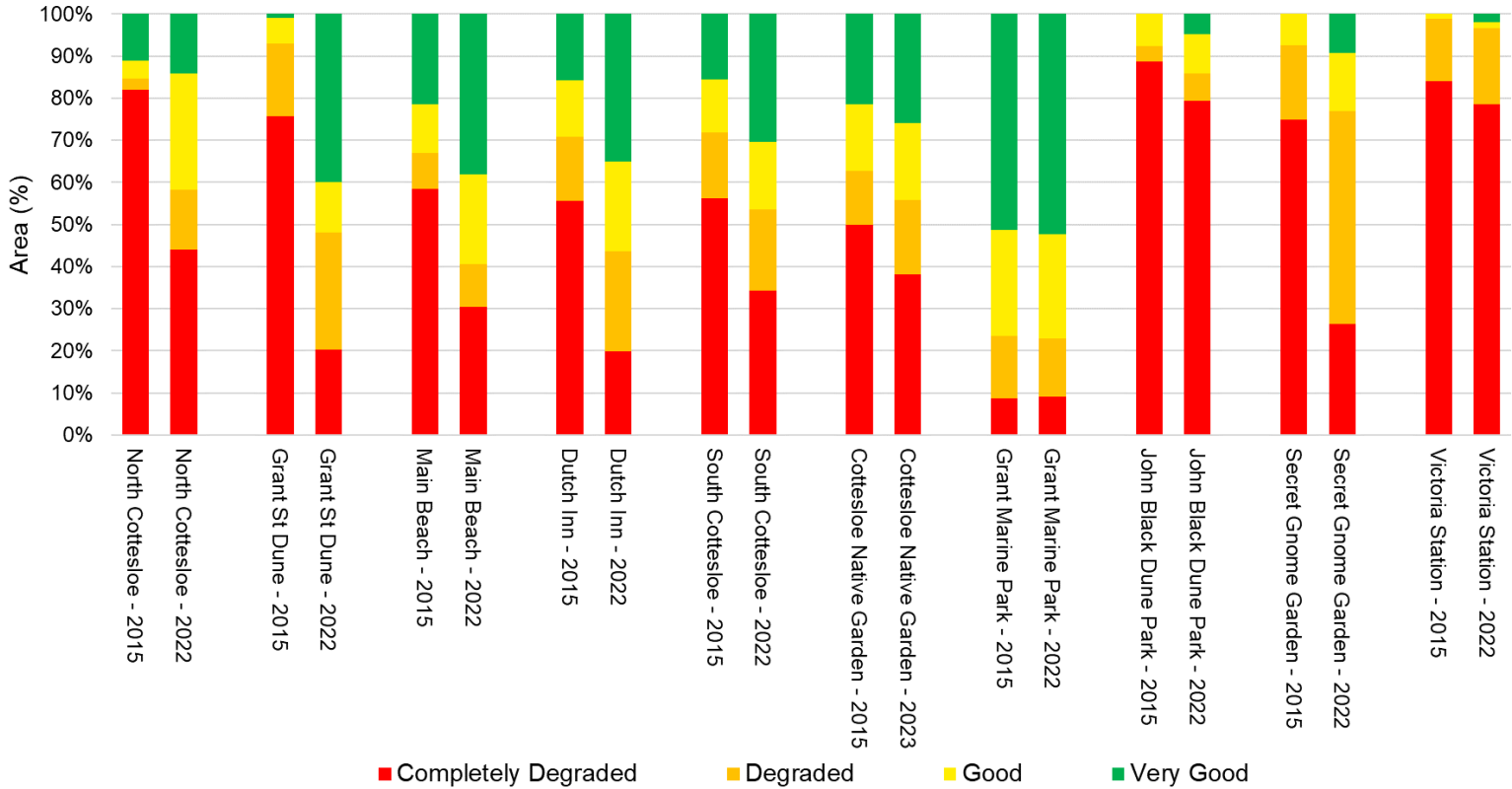
TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Common Natural Area Names as used by CCA and the Town



TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

2015 – 2022 Vegetation condition change comparison for Natural Areas by common area names used by the CCA and the Town maintenance personnel



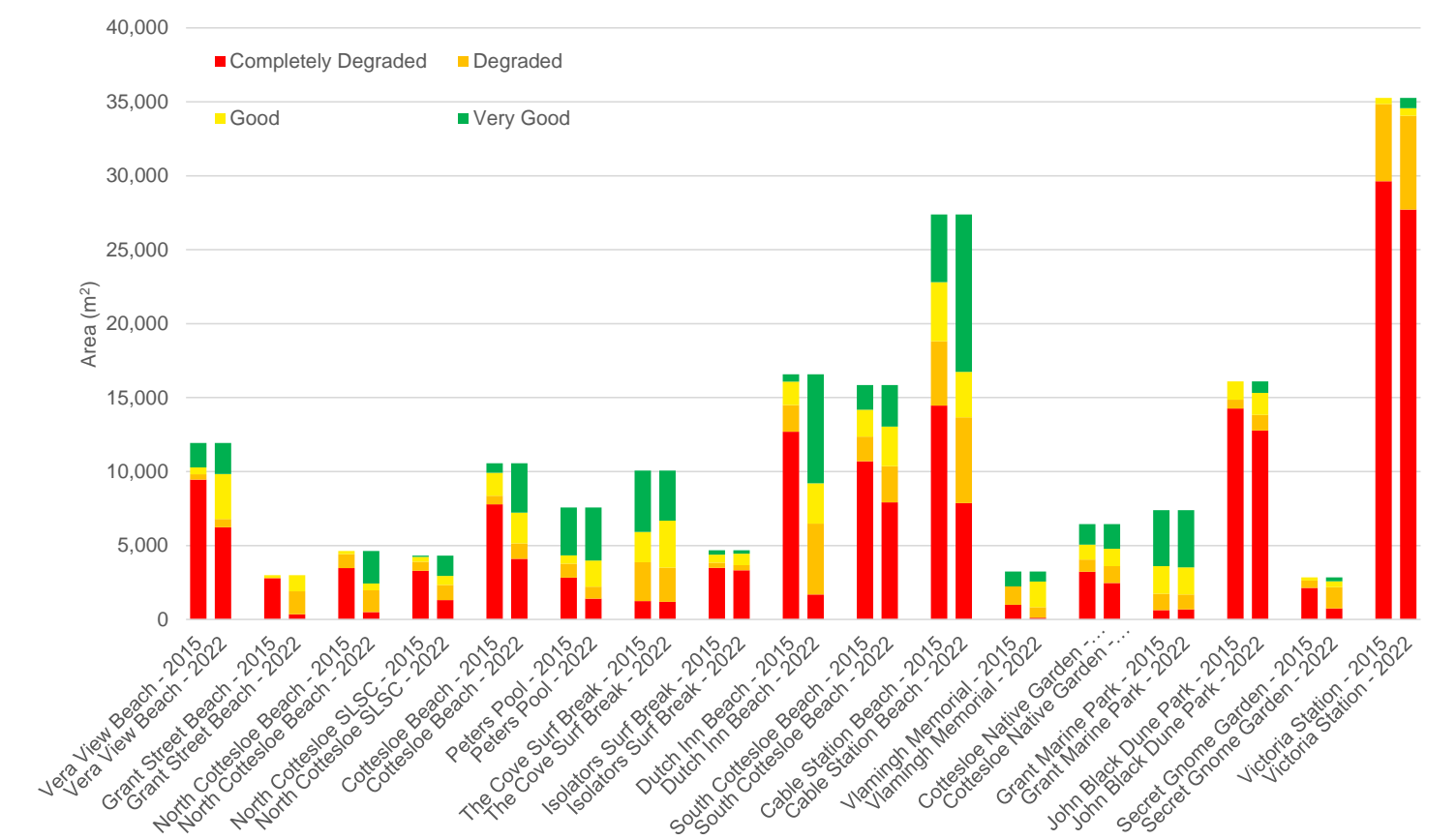
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2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Natural Area Names as outlined on BEN signage



TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

2015 – 2022 Vegetation condition change comparison for Natural Areas grouped by BEN signage area names



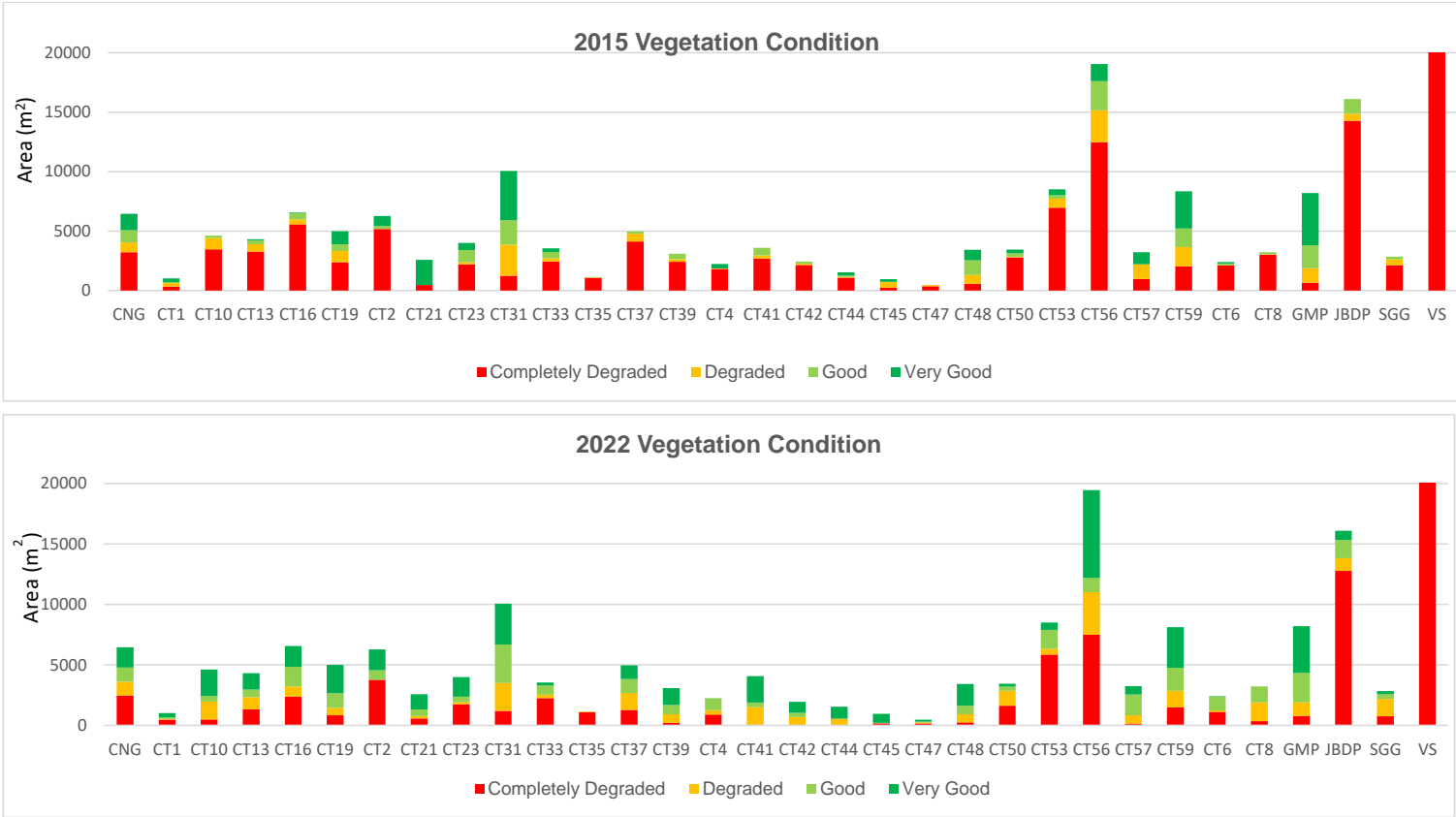
TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Natural Area Names after BEN Signage numbers (i.e. CT1 – CT59)



TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

2015 – 2022 Vegetation condition change comparison for Natural Areas using BEN signage numbers (CT1 – CT59)



**NOTE: Victoria Street area(m²) is not fully shown due to the small scale of other sites – refer to previous graphs for details about this area.*

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Appendix 2 Dominant and Weed Priority Weed Species Recorded Across Natural Areas

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Species name	Common name	CT 1	CT 3	CT 4	CT 6	CT 8	CT 10	CT 13	CT 16	CT 19	CT 21	CT 23	CT 31	CT 33	CT 35	CT 37	CT 39	CT 41	CT 42	CT 44	CT 45	CT 47	CT 48	CT 50	CT 53	CT 56	CT 57	CT 59	SGG	JBDP	GMP	CNG	VS	Optimum treatment time	Control Options
Agave americana	Century Plant																																Nov - Jan	Dig out and/or hand remove small infestations. Stem inject into base of leaves 1 part Tordon®/5 parts diesel.	
Ammophila arenaria	Marram Grass																																Sep - Nov	Dig out small infestations (best in Mar - May). Alternatively spray with 1% Glyphosate + penetrant. Slashing in Autumn can make spraying easier - Consider potential for erosion prior to doing this! Requires ongoing manual removal and/or treatment of regrowth.	
Arctotheca calendula	Cape Weed																																Jun - Nov	Cut out small infestations, ensuring root is severed well below ground level to prevent re-sprouting from the crown. Spot spray 1% Glyphosate. A combination of chemical and physical control with follow up treatment provides optimal control.	
Arctotis stoechadifolia	White Arctotis																																Mar - Oct	Try manually removing small/isolated populations. Spray with 1% Glyphosate	
Argyranthemum frutescens	Marguerite Daisy																																All year	Hand pull small infestations.	
Asparagus asparagoides	Bridal Creeper																																Jul - Aug	Spray 0.2 g metsulfuron methyl + Pulse® in 15 L water (or 2.5 - 5g /ha + Pulse®). Best results achieved when flowering.	
Cenchrus clandestinum	Kikuyu																																Nov - Jan	Spray with 1% Glyphosate or Fusilade® Forte at 16 mL/L + wetting agent or for generic fluazifop-p (212g/L active ingredient) 10mL/L + wetting agent. 2-3 sprays over a single growing season are often required.	
Cynodon dactylon	Couch																																Nov - Feb	Spray Fusilade® Forte at 13 mL/L + wetting agent or for generic fluazifop-p (212g/L active ingredient) 8mL/L + wetting agent when plants are small and beginning new growth, or 1% Glyphosate in late spring/summer and autumn when rhizomes are actively growing. In sensitive areas try painting runners or crowns with 50% Glyphosate. Follow-up is nearly always required.	
Cyperus congestus	Dense Flat-sedge																																Jun - Aug	Spray with 1% glyphosate + Pulse®.	
Echium plantagineum	Patterson's Curse																																May - Aug	Spot spray in late autumn/winter when most seed has germinated for the year with 0.5 g/10 L chlorsulfuron + wetting agent, this will also help prevent further germination. Glyphosate at 75 ml -100 ml is also effective	
Ehrharta calycina	Perennial Veldt Grass																																Nov - Feb	For small infestations, cut out plants ensuring crown removal. Do not slash. Alternatively spray with Fusilade® Forte 13 mL/L or 6.5 L/ha + wetting agent on actively growing and unstressed plants. For generic fluazifop-p (212g/L active ingredient) 8mL/L or 4L/ha + wetting agent. Follow-up in subsequent years.	
Ehrharta longifolia	Annual Veldt Grass																																Jul - Sep	Spot spray 1% Glyphosate.	
Euphorbia paralias	Sea Spurge																																Sep - Jan	Hand remove small isolated infestations, ensuring use of appropriate personal protective equipment and safety guidelines. When actively growing, spray with 50 mL Glyphosate (360 g/L) + 0.2 g metsulfuron + Pulse® in 10 L water.	
Euphorbia terracina	Geraldton Carnation Weed																																Jun - Aug	Logran® at 12.5 g/100L + the penetrant Pulse® is very effective on adults and juveniles with little off target damage in coastal heathlands. Hand removal can stimulate germination of the soil seedbank. Ensure adequate personal protective clothing is worn to avoid contact with sap.	
Ferraria crispa	Black Flag																																Aug - Sep	Hand remove very small populations in degraded sites. Sift soil to find all corms. Spray 2.2 DPA 10 g/L + Pulse® when flowering. In degraded sites try Glyphosate 1% + metsulfuron methyl 0.2 g/15 L + Pulse®. Takes a number of years to control populations.	
Freesia alba x leichlinii	Freesia																																Jul - Aug	Spray metsulfuron methyl 0.2 g/15 L + Pulse® or 2.5-5 g/ha + Pulse®. Apply just on flowering at corm exhaustion.	
Fumaria capreolata	White Fumitory																																Jul - Sep	Spray metsulfuron methyl at 0.1 g/15 L (2.5 g/ha) + wetting agent or Glyphosate 0.5%.	
Gazania linearis	Gazania																																Apr - Jun	Manually remove isolated or small infestations prior to or at flowering. Spray plants until just wet with 5% Glyphosate or 4g of Lontrel 750 plus 25ml of Pulse in 10 L of water.	
Gladiolus undulatus	Wild Gladiolus																																Jul	Spot spray metsulfuron methyl 0.2 g/15 L + Pulse® or 2.5-5 g/ha + Pulse®. Herbicide application should be just on corm exhaustion. Physical removal can result in spread of corms.	
Lachenalia bulbifera	Red Soldiers																																Aug - Sep	Spot spray metsulfuron methyl 0.2 g/15 L + Pulse® or 2.5-5 g/ha + Pulse®. Apply just on flowering at corm exhaustion. Physical removal can result in spread of bulbils.	
Lachenalia reflexa	Yellow Soldiers																																July	Spot spray metsulfuron methyl 0.2 g/15 L + Pulse® (2.5g-5 g/ha). Read the manufacturers' labels and material safety data sheets before using herbicides.	
Leptospermum laevigatum	Coast Tea Tree																																Jul - Oct	Hand pull seedlings. Fell mature plants. Resprouting has been recorded in some areas. Where resprouting has been observed, apply 250 ml Access® in 15 L of diesel to bottom 50 cm of trunk (basal bark).	
Lupinus angustifolius	Narrow-Leaf lupin																																Jul - Sep	Hand remove scattered plants. Spray dense infestations with metsulfuron methyl 0.1 g/15 L (2-3 g/ha) + wetting agent or spot spray Lontrel® 6 ml/10 L (300 ml/ha) + wetting agent to late flowering, this will prevent seed set.	
Lupinus cosentinii	Blue Lupin																																Jun - Sep	Hand remove scattered plants prior to flowering. Spray dense infestations with metsulfuron methyl 0.1g/15 L (2-3 g/ha) + wetting agent. Larger areas can be treated with more selective herbicides such as 200 g/ha Lontrel® or 50 g/ha Logran® (based on 500 L of water/ha). For spot spraying use 4 g Lontrel® or 1 g Logran® in 10 L of water + wetting agent. Glyphosate is relatively ineffective.	
Pelargonium capitatum	Rose Pelargonium																																Jun - Oct	Hand pull isolated plants taking care to remove the entire stem as it can reshoot from below ground level. Spot spray metsulfuron methyl 5 g/ha + Pulse®.	
Reichardia tingitana	False Sowthistle																																Jul - Sep	Spray with 1% Glyphosate prior to flowering	
Schinus terebinthifolius	Brazilian pepper																																Dec - Mar	Hand pull seedlings ensuring removal of all root material. Stem inject older plants using 50% Glyphosate or basal bark with 250 ml Access® in 15 L of diesel to bottom 50 cm of trunk during summer. Avoid root disturbance until trees are confirmed dead.	
Stenotaphrum secundatum	Buffalo grass																																Nov - May	Spray with 1% Glyphosate 2-3 times over a single growing season, alternatively spray Fusilade® Forte 13mL/L + wetting agent or for generic fluazifop-p (212g/L active ingredient) 8mL/L. Solarisation over warmer months can be useful for small, isolated infestations.	
Tetragonia decumbens	Sea Spinach																																Sep - Nov	Manually remove isolated or small infestations prior to flowering. 1%Tordon® or Grazon® are the likely to provide high levels of control.	
Thinopyrum distichum	Sea Wheat																																Sep - Nov	Dig out small infestations (best in Mar - May). Alternatively spray with 1% Glyphosate + penetrant. Slashing in Autumn can make spraying easier - Consider potential for erosion prior to doing this but not as crucial as for Marram grass. Requires ongoing manual removal and/or treatment of regrowth.	
Trachypandra divaricata	Dune Onion Weed																																Jun - Aug	Manually remove isolated or small infestations prior to flowering. Wipe with 50% Glyphosate solution before flowering. For dense infestations in degraded areas spot spray 0.4 g chlorsulfuron plus 25 ml wetting agent in 10 L of water when plants actively growing.	
Tropaeolum majus	Garden Nasturtium																																April - July	Manually remove isolated or small infestations prior to flowering. Spray small germinants with 1% Glyphosate and wetting agent.	

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June 2023

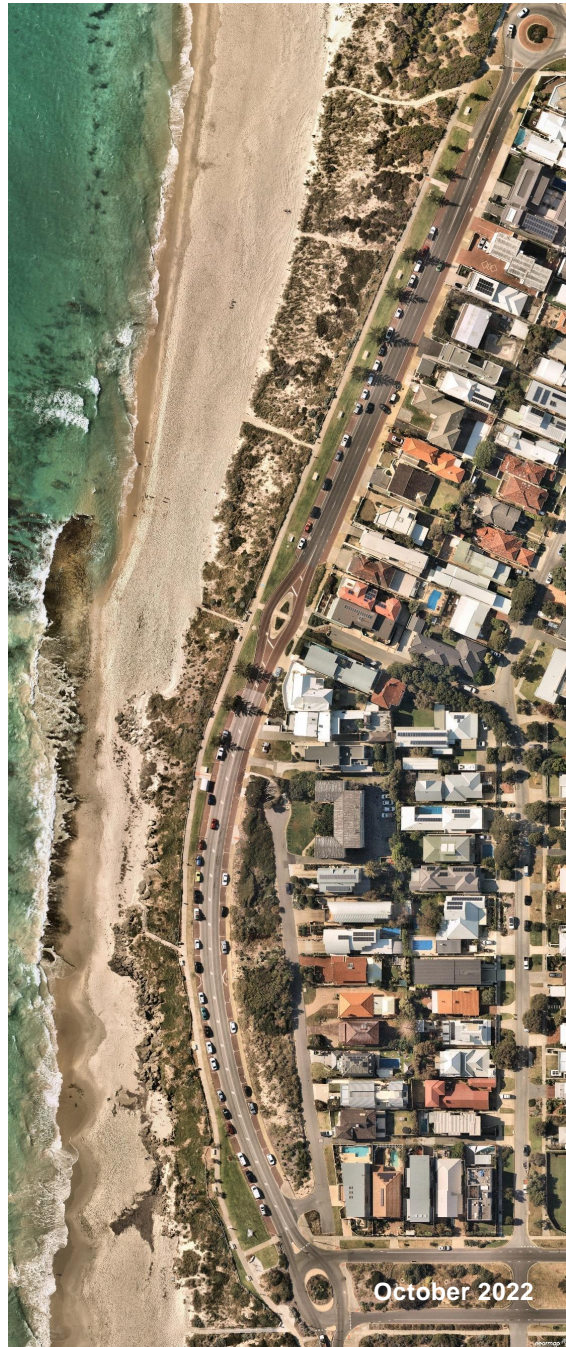
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TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

**Appendix 3 Vegetation Condition Maps for October 2022 and April 2015 (Utilising
2022 Natural Areas Boundaries)**

TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

Appendix 4 Comparative 2015 – 2022 Aerial Images for Natural Areas





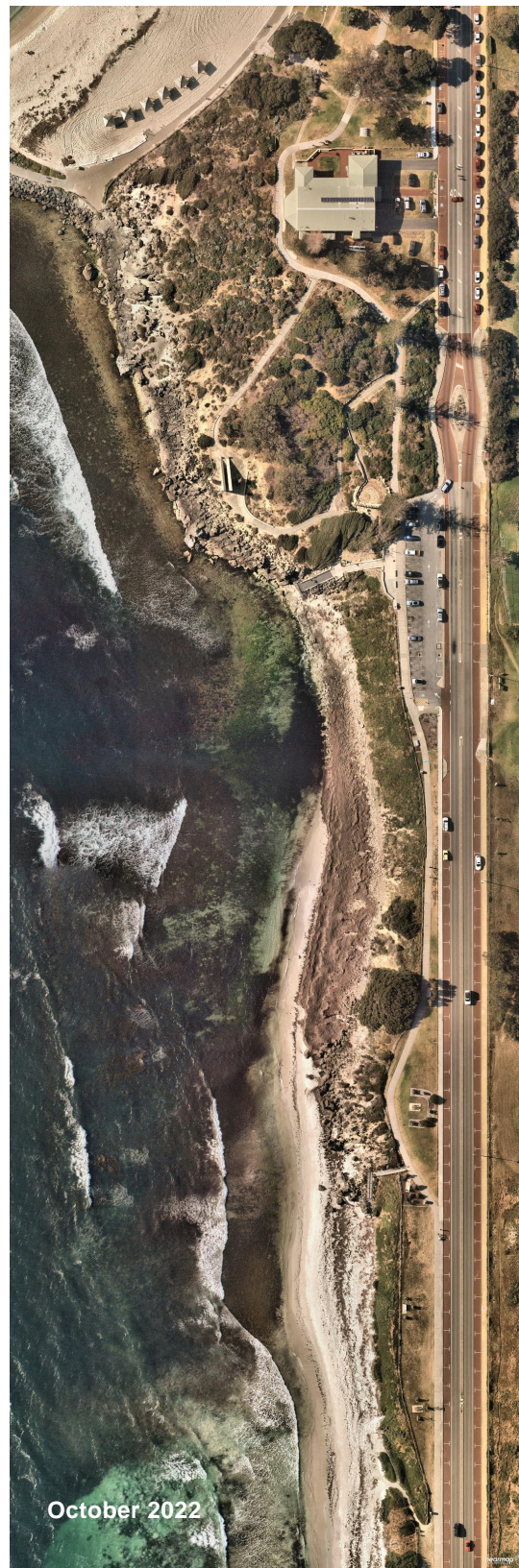
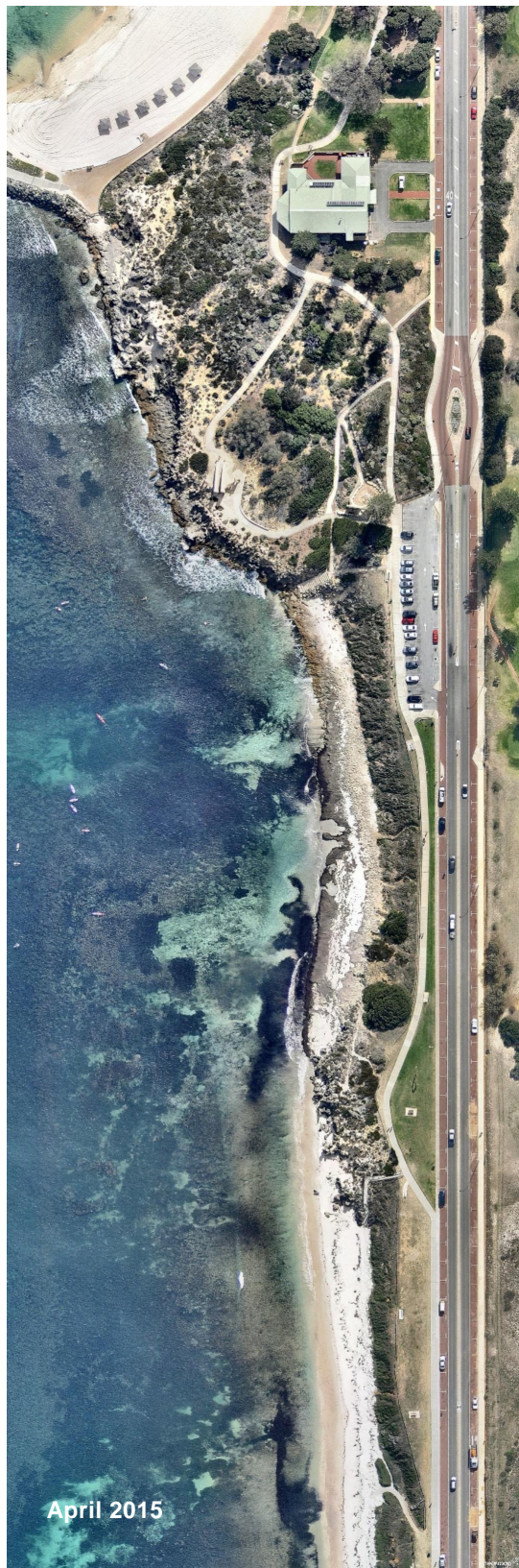
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2022 VEGETATION CONDITION SURVEY SUMMARY REPORT



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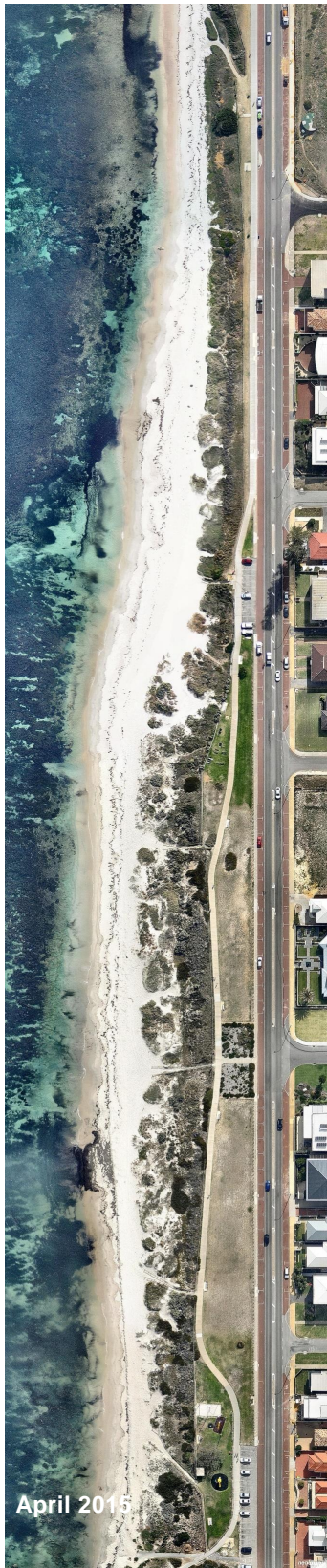
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TOWN OF COTTESLOE
2022 VEGETATION CONDITION SURVEY SUMMARY REPORT

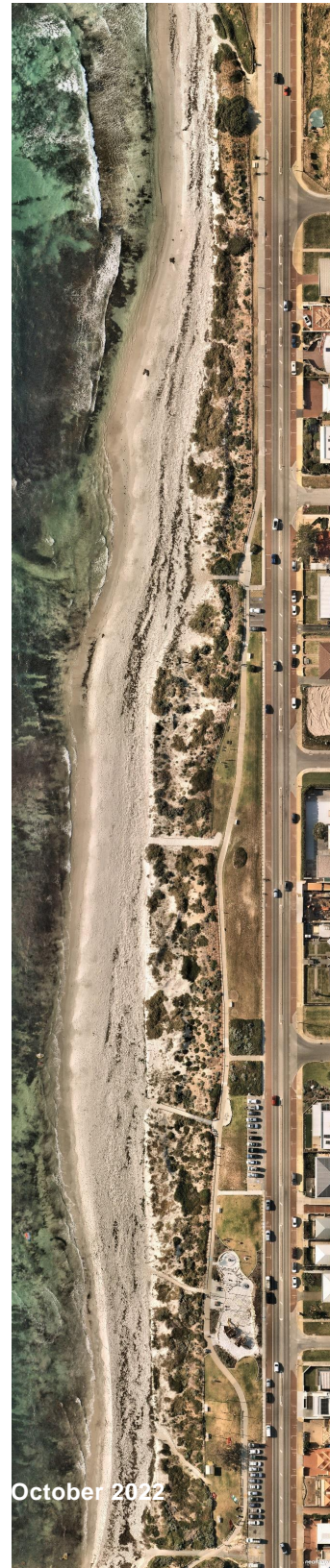
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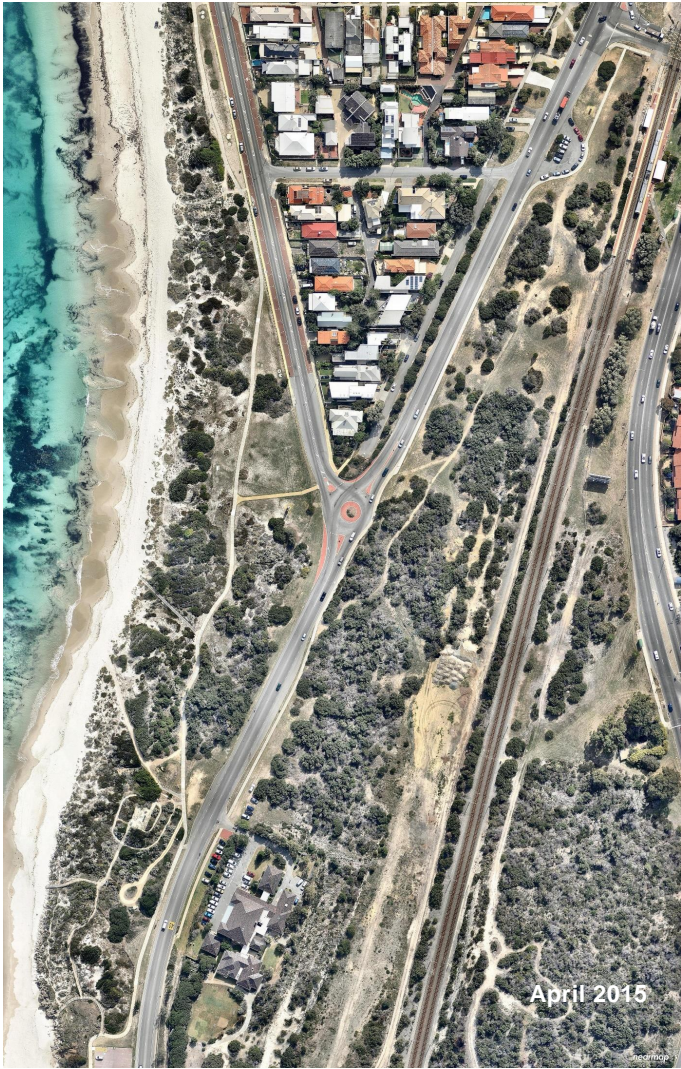


syrinx environmental pl



June 2023

42



syrinx environmental pl



June 2023

TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.4E:
STREET TREE MASTERPLAN - 2017 VERSION WITH
COUNCIL APPROVED SPECIES UPDATES - JUNE
2024**



Peppermint, Wonnil

Agonis flexuosa



Western Sheoak, Condil

Allocasuarina fraseriana



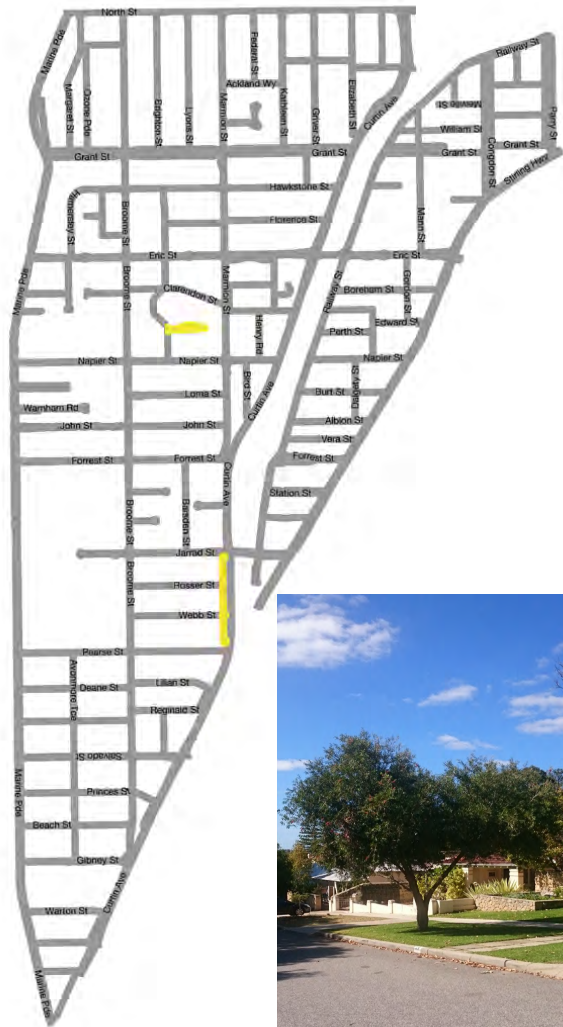
Norfolk Island Pine

Araucaria heterophylla



BottleBrush

Callistemon



Coastal Sheoak

Casuarina equisetifolia



Spotted Gum

Corymbia maculata



Coral Tree

Erythrina indica



Sugar Gum

Eucalyptus cladocalyx



Tuart

Agonis flexuosa



Narrow Leaf Black Peppermint

Eucalyptus nicholii



Salt River Gum

Eucalyptus sargentii



Coral Gum

Eucalyptus torquata



Queensland Box

Lophostemon confertus



Rottnest Island Tea Tree, Moonah

Melaleuca lanceolata



Broad Leaved Paperbark

Melaleuca quinquenervia



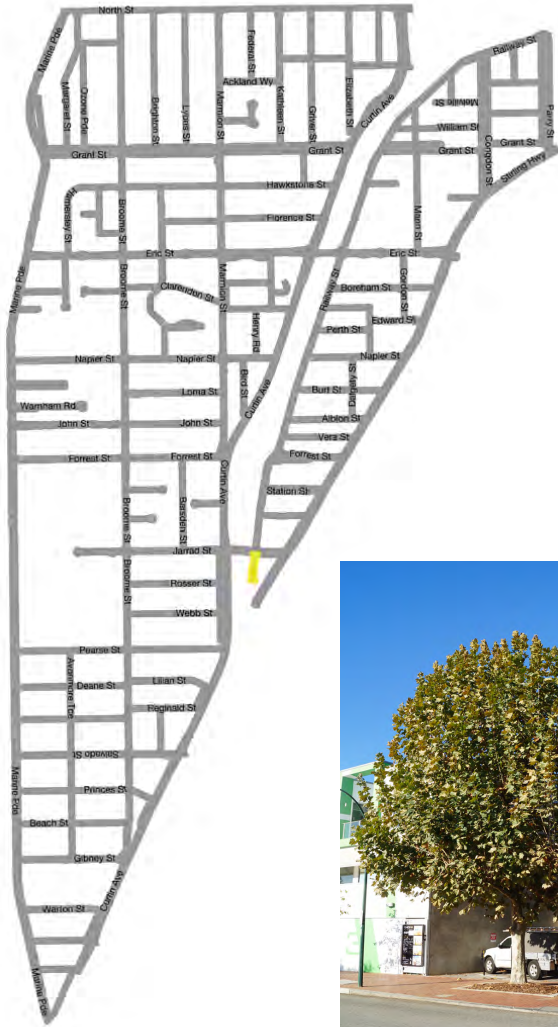
Olive

Olea europaea



London Plane

Platanus x acerifolia



Purple Leaved Plum

Prunus cerasifera



Manchurian Pear

Pyrus ussuriensis



Cork Oak

Quercus suber



Chinese Tallow

Triadica sebiferum



Chinese Elm

Ulmus parvifolia



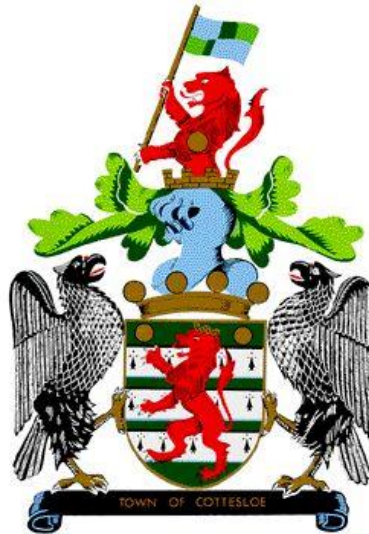
Mixed



No Tree



TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.5A:
ATTACHMENT A - 3 LILLIAN STREET - COMBINED
EMAIL AND SUBMISSION REDACTED**

Rachel Cranny

From: Tayne Evershed [REDACTED]
Sent: Friday, 7 June 2024 10:02 AM
To: Shaun Kan; Renuka Ismalage
Cc: [REDACTED]; Rachel Cranny
Subject: Submission | Council consideration of crossover and street tree removal | 3 Lillian Street, Cottesloe [9045]
Attachments: 240607 9045_Submission supporting tree removal.pdf

Thanks Shaun, please find attached our submission in support of the crossover and street tree removal for Council's consideration on 25/06/2024.

Kind regards,

Tayne Evershed
Director



[REDACTED] | [REDACTED]
Office : Level 1, 251 St Georges Terrace, Perth, WA 6000
Postal : GPO Box 2709 Cloisters Square PO 6850
www.planningsolutions.com.au
[Planning Solutions' Email Disclaimer](#)

From: Shaun Kan des@cottesloe.wa.gov.au
Sent: Friday, June 7, 2024 9:15 AM
To: Tayne Evershed [REDACTED]
Cc: Renuka Ismalage <mpa1@cottesloe.wa.gov.au>; [REDACTED]; Rachel Cranny <Rachel.Cranny@cottesloe.wa.gov.au>
Subject: RE: Deputation request | Council consideration of crossover and street tree removal | 3 Lillian Street, Cottesloe [9045]

Tayne – This is in the order of \$700 per tree in line with our fees and charges schedule.

Many Thanks

Best Regards

Shaun

Shaun Kan
Director Engineering Services



Town of Cottesloe
PO Box 606 | Cottesloe WA 6911
Phone: (08) 9285 5000
Email: des@cottesloe.wa.gov.au
Web: www.cottesloe.wa.gov.au



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Please consider the environment before printing this email

From: Tayne Evershed [REDACTED]
Sent: Friday, 7 June 2024 8:01 AM
To: Shaun Kan <des@cottesloe.wa.gov.au>
Cc: Renuka Ismalage <mpa1@cottesloe.wa.gov.au>; [REDACTED]
Subject: RE: Deputation request | Council consideration of crossover and street tree removal | 3 Lillian Street, Cottesloe [9045]

Shaun, our submission will be with you this morning.

In relation to the street tree policy, it notes the following:

Alternatively, and only in the event that the Director Engineering Services determines that there is insufficient space on the verge from which the trees are removed, the developer can provide an offset planting contribution determined by the Director Engineering Services for the supply, installation and two year maintenance of the offset tree numbers required and the Town will plant them at a different location within the District. Where an offset planting contribution is paid in respect of any offset trees no bond shall be required in respect of those trees.

Can you advise what the contribution amount is likely to be.

Kind regards,

Tayne Evershed
 Director



[REDACTED]
 Office : Level 1, 251 St Georges Terrace, Perth, WA 6000
 Postal : GPO Box 2709 Cloisters Square PO 6850
www.planningsolutions.com.au
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From: Tayne Evershed
Sent: Thursday, June 6, 2024 11:36 AM
To: Shaun Kan <des@cottesloe.wa.gov.au>; Jacquelyne Pilkington <GC@cottesloe.wa.gov.au>
Cc: Renuka Ismalage <mpa1@cottesloe.wa.gov.au>; Tin Oo May <pe3@cottesloe.wa.gov.au>; Paul Neilson <mps@cottesloe.wa.gov.au>; Ed Drewett <csp@cottesloe.wa.gov.au>; [REDACTED]; Rachel Cranny <Rachel.Cranny@cottesloe.wa.gov.au>
Subject: Deputation request | Council consideration of crossover and street tree removal | 3 Lillian Street, Cottesloe [9045]

Thanks Shaun, much appreciated. Your comments regarding the availability of our information is noted.

Jacquelyne, I formally request, along with my client, builder and Architect the opportunity to make representations to the Council Agenda Forum on 18/06, and Ordinary Council Meeting on 25/06.

Kind regards,

Tayne Evershed
Director



Office : Level 1, 251 St Georges Terrace, Perth, WA 6000
Postal : GPO Box 2709 Cloisters Square PO 6850
www.planningsolutions.com.au
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From: Shaun Kan <des@cottesloe.wa.gov.au>

Sent: Thursday, June 6, 2024 11:27 AM

To: Tayne Evershed [REDACTED]

Cc: Renuka Ismalage <mpa1@cottesloe.wa.gov.au>; Tin Oo May <pe3@cottesloe.wa.gov.au>; Paul Neilson <mps@cottesloe.wa.gov.au>; Ed Drewett <csp@cottesloe.wa.gov.au>; [REDACTED] Rachel Cranny <Rachel.Cranny@cottesloe.wa.gov.au>; Jacquelyne Pilkington <GC@cottesloe.wa.gov.au>

Subject: RE: Council consideration of crossover and street tree removal | 3 Lillian Street, Cottesloe [9045]

Tayne – Your request is noted. This email together with any other information you provide will be provided to Council for consideration. Please also be advised that this will be presented as a public item (as opposed to being considered behind closed doors).

Information pertaining to public question and statements including deputations are found on our website. Deputations require the approval of our CEO and we ask that this request be made in advanced to Ms Pilkington, Coordinator Governance and Executive Services (copied in email).

Many Thanks

Best Regards

Shaun

Shaun Kan

Director Engineering Services



Town of Cottesloe

PO Box 606 | Cottesloe WA 6911

Phone: (08) 9285 5000

Email: des@cottesloe.wa.gov.au

Web: www.cottesloe.wa.gov.au



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Please consider the environment before printing this email

From: Tayne Evershed [REDACTED]

Sent: Thursday, 6 June 2024 11:03 AM

To: Shaun Kan <des@cottesloe.wa.gov.au>

Cc: Renuka Ismalage <mpa1@cottesloe.wa.gov.au>; Tin Oo May <pe3@cottesloe.wa.gov.au>; Paul Neilson <mps@cottesloe.wa.gov.au>; Ed Drewett <csp@cottesloe.wa.gov.au>; [REDACTED]

Subject: Council consideration of crossover and street tree removal | 3 Lillian Street, Cottesloe [9045]

Importance: High

Shaun, further to our meeting on 30 May 2024 I wish to confirm the following:

1. My client, in consultation with their Architect and builder have considered potential changes to their home. Having taken the time to consider possible changes they have decided to proceed with the plans as submitted and have notified the Town's planning department as such.
2. Consequently, we accept your offer to have the street tree removal and associated double crossover presented to Council at its meeting scheduled for 25 June 2024. At our meeting on Thursday, 30 May, you advised any submission in support of the tree removal would need to be lodged by 6 May 2024. Please prepare a report to the June 2024 meeting.
3. We intend to lodge the submission with you today.

Kind regards,

Tayne Evershed
Director



Office : Level 1, 251 St Georges Terrace, Perth, WA 6000

Postal : GPO Box 2709 Cloisters Square PO 6850

www.planningsolutions.com.au

Planning Solutions' Email Disclaimer

PS ref: 9045

7 June 2024

Chief Executive Officer
Town of Cottesloe
PO Box 606, Cottesloe WA 6911

Attention: Shaun Kan

Dear Sir,

**CROSSOVER AND STREET TREE REMOVAL
LOT 39 (3) LILLIAN STREET, COTTESLOE**

Planning Solutions acts on behalf of [REDACTED], the registered proprietors of Lot 39 (3) Lillian Street, Cottesloe (subject site, site) in support of a crossover and associated street tree removal. On behalf of our client, we seek Council's consideration to approve the removal of one 'Queensland Box' tree from the verge abutting the subject site.

EXECUTIVE SUMMARY

- (i) During advertising of the development application no one objected to the tree removal; six submissions specifically supported the tree removal.
- (ii) In the past, the subject site was serviced by a rear laneway, meaning it historically never had a crossover to Lillian Street. Now that the laneway has been closed the owners should not be unfairly penalised because the previous owners did not install a regular crossover at that time.
- (iii) The subject site is the only 10m wide lot in Lillian Street with two street trees.
- (iv) The street tree to be removed is failing to thrive and has a significantly smaller canopy than the two adjoining street trees. Consequently, its loss won't have a measurable impact on tree canopy or streetscape amenity.
- (v) The Town's Street Tree Masterplan proposes an alternative replacement tree for Lillian Street as the verge is too narrow to accommodate Queensland Box trees.
- (vi) The objective of the Town's crossover policy is to "maximise safety". A regular crossover will achieve this policy outcome.
- (vii) The Town's Street Tree Policy provides for contributions to replace street trees where there is no other reasonable alternative exists.
- (viii) The street tree removal will not create an undesirable precedent, giving rise to other requests to remove street trees.

BACKGROUND

1. A development application for a single dwelling on the subject site is currently under assessment by the Town's officers. As discussed at our meeting with the Town's officers on 30 May 2024, this development application will be determined independently of the crossover and street tree removal.



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Planning Solutions (Aust) Pty Ltd

Crossover and street tree removal
Lot 39 (3) Lillian Street, Cottesloe



2. The development application was advertised for comment, including the street tree removal. We understand that at the close of the comment period six submissions **in support of the tree removal** were lodged with the Town. There were no objections to the street tree removal.

PROPOSAL

3. The applicant's proposal is to obtain the Council's approval to remove one of two street trees to facilitate the construction of a 'regular' double crossover in accordance with the Town's crossover policy. **Figure 01** depicts the proposed crossover and tree to be removed.

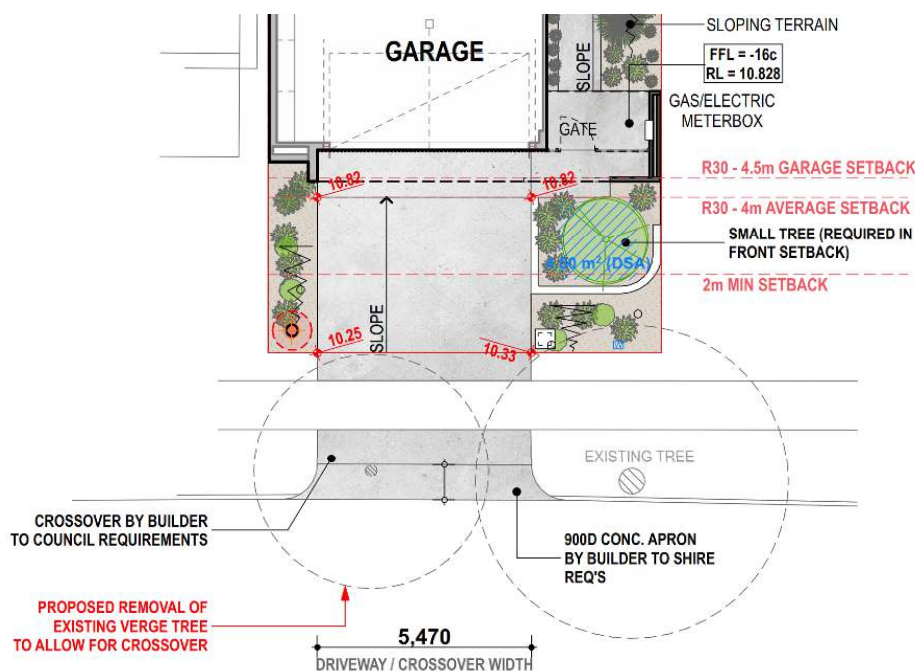


Figure 01: Development Plans extract – street tree removal and proposed crossover

CONTEXT

Only house in Lillian Street without a crossover

4. Based on a view of the subject site and its immediate context (being all the dwellings with direct frontage to Lillian Street), the existing dwelling on the subject site is the only house **without** a crossover directly onto Lillian Street. The only exception to this is 21 Lillian Street, which gains access via a dead-end laneway.
5. It appears this situation has occurred due to the closure of a rear laneway. A review of historical aerial imagery from Landgate indicates that as late as 1989 the subject site was serviced by a right-of-way, most likely providing rear garage access, eliminating the need for a crossover to Lillian Street (**Figure 02**). It appears that by 1995 the laneway had been closed and the land sold to the adjoining owners.
6. As dwellings in the street have progressively been demolished and new dwellings constructed it has been necessary for crossovers to be provided from Lillian Street to service each of the new dwelling. Due to the closure of the rear laneway this appears to have been achieved with the support and approval of the Town. In the interests of fairness and equity, the proponent should be permitted to remove the street tree to facilitate the redevelopment of the site in a manner that is consistent with other development in the street.

Crossover and street tree removal
Lot 39 (3) Lillian Street, Cottesloe



Figure 02: Aerial image from 1985 – yellow overlay to laneway (source: Landgate)

Narrow lot with two street trees

7. The subject site is one of three dwellings in the street that have two or more street trees per dwelling frontage. The remaining 24 dwellings (almost 90%) have either one or no street trees on the verge (Figure 03).



Figure 03: Site context street tree analysis

8. The other two dwellings with two or more street trees have approximately double the street frontage of the subject site as follows:
- The dwelling at 16-18 Lillian Street is constructed over two lots with a combined frontage of approximately 18.5m (two street trees).
 - The dwelling at 21 Lillian Street has a frontage of approximately 26.6m and does not have a crossover to the street as it is serviced by a side laneway (three street trees).

Crossover and street tree removal
Lot 39 (3) Lillian Street, Cottesloe



9. By contrast, the subject site has a narrow frontage of approximately 10m with the two street trees poorly positioned, constraining the ability to accommodate a crossover and driveway to one side of the lot. The consequence of this is without the street tree removal, a central single crossover can only be accommodated.

Limited contribution to tree canopy

10. In recent years, many local governments have sought to measure and increase their urban tree canopies in response to the harmful impacts of climate change and the 'urban heat island' effect. A common strategy to maintain and enhance urban tree canopy is to retain and plant additional trees in the public realm, including on street verges.
11. According to the Western Australian Governments Urban Tree Canopy Dashboard¹ the Town of Cottesloe had an urban tree canopy of 16% in 2020, representing 62.4ha of the Town's total area of 390ha.
12. Based on recent aerial mapping sourced from Nearmap, the canopy areas of the two street trees are approximately 68.6m² and 12.7m² respectively (**Figure 04**). The loss of the smaller 12.7m² tree to make way for the proposed crossover represents a reduction in tree canopy of 0.002%.



Figure 04: Tree canopy areas of existing street trees (source: Nearmap 5 April 2024)

Quality of tree to be removed

13. In designing the proposed dwelling, the owners have selected the lesser of the two street trees to be removed. Whilst the applicant has not sought independent advice on the health of the tree to be removed it is clearly of a lesser standard and may be struggling to thrive given it has been 'crowded out' by two substantial trees either side.

¹ <https://www.wa.gov.au/government/document-collections/better-urban-forest-planning-perth-and-pee>

Crossover and street tree removal
Lot 39 (3) Lillian Street, Cottesloe



DECISION MAKING FRAMEWORK

Town of Cottesloe Street Tree Masterplan

14. The Town has implemented a Street Tree Masterplan (Masterplan) which covers the whole of the Town. The following aspects of the masterplan are relevant to the Council's consideration of the tree removal:
 - a) The Masterplan identifies six streets in Cottesloe where the Queensland Box tree (**Box tree**) is the 'existing tree' for the street. Three of those streets, including Lillian Street, are proposed to have a different tree to replace the Box trees overtime.
 - b) The Masterplan selects a planting theme ('proposed tree') for each street within the Town. The proposed tree species selected for Lillian Street is the Manchurian Pear.
 - c) The Masterplan makes the following observation as to the suitability of the Box tree (*Lophostemon confertus*) in Lillian Street "... verge too small for *Lophostemon*".
15. Having regard to the Masterplan, the removal of a Box tree is entirely consistent with the future planting objective for the street which seeks to progressively replace the Box tree with the Manchurian Pear. In this regard the owners are supportive of a requirement for them to contribute to a replacement tree to the Towns satisfaction.

Residential Crossover Management Policy

16. The Town has adopted an operational policy which guides the management and construction of vehicle crossovers. The opening policy purpose states the following:
 - 1.1 *The Town of Cottesloe recognises crossover functions, their design implications on streetscape, footpath interface safety and compliance with the Town of Cottesloe's Statutory Requirements.* [emphasis added]
17. The first policy issue is as follows:

Providing clarity for managing the construction of new and upgraded crossovers to ensure preservation of the greenspace and streetscape and maximise safety. [emphasis added]
18. Following discussions with the Town, we understand the Engineering Department recommended the owners engage the services of a traffic engineer to prepare a swept path diagram. The objective was to analyse the turning movements of a car, into and out of the garage if the tree is to be retained.
19. The findings of this exercise are as follows and were communicated to the City's Engineers (**Figure 05**):
 - a) **Movement in:** The diagram indicates that to enter the garage in forward gear and park in bay 1 (Leth Hand Side) a corrective manoeuvre is required in the driveway (a reverse manoeuvre) to straighten up the car to position the vehicle in the garage as shown.
 - b) Reverse manoeuvre out: A series of wheel turns (**5 in total**) are required to enable the car to reverse out of the garage as follows and depicted on figure 05:
 - **Turn 1:** The manoeuvre starts in the garage.
 - **Turn 2:** A corrective manoeuvre is required to avoid the garage nib.
 - **Turn 3:** A counter corrective manoeuvre required to bring the car out and clear of the garage.
 - **Turn 4:** Manoeuvre the car back towards the crossover.
 - **Turn 5:** Final corrective manoeuvre to bring the vehicle perpendicular to the street to exit.

Crossover and street tree removal
Lot 39 (3) Lillian Street, Cottesloe



Figure 05: Swept path analysis with turning movement mark up (source: swept path analysis Shawmac Traffic Engineers)

20. As demonstrated by figure 05, corrective manoeuvres are required to simply park and leave bay 1. This arrangement is clearly unacceptable. Our clients major concern is that this will cause a pedestrian safety issue, with a driver being distracted by a complex sequence of adjustments which could compromise pedestrian safety. This is exacerbated by the narrow verge and proximity of footpath to the front boundary.
21. Returning to the policy objectives and issues, pedestrian safety is paramount in considering any crossover application. In this case we are of the opinion that access to the garage via a straight and regular crossover (with the street tree removed) "maximises safety". Any alternative that seeks to retain the street tree minimises safety, in conflict with the policy.

Street Tree Policy

22. The Town has adopted a Street Tree Policy to guide the management of its street trees. Where applicants are seeking a variation to a policy provision, consideration against the policy objectives provide a useful roadmap for a decision maker to consider whether discretion should be granted (refer Table 01).

Table 01: Assessment of the proposal against the policy objectives

Policy Objective	Performance based assessment
Preserve and enhance the Urban Forest characteristic of verges, parks, reserves and playgrounds to achieve the Natural Areas Management Plan and Street Tree Master Plan objectives	The loss of 12m ² of tree canopy will have an indistinguishable impact on the Urban Forestry characteristics of the Town. The Street Tree Masterplan does not support the planting of Box trees in Lillian Street and favours the Manchurian Pear.

Crossover and street tree removal
Lot 39 (3) Lillian Street, Cottesloe



Policy Objective	Performance based assessment
Promote the use of street trees in open spaces and reserves to extend the habitat of fauna in urban areas whilst ensuring residents receive all the economic, environmental, social and health benefits of trees.	The owners are prepared to support the replacement of the Box tree with an appropriate species planted in a location acceptable to the Town. Given the small canopy of the tree to be removed a replacement tree will be able to offset any perceived loss of habitat or loss of economic, environmental, social and health benefits.
Select, plant, maintain and protect all street trees in accordance with the Street Tree Master Plan.	The Masterplan advocates the progressive replacement of all Box trees in Lillian Street. The Box tree removal is not inconsistent with this objective.
Create a setting in sympathy with the function and appearance of the adjacent land uses together with a safe and comfortable pedestrian and vehicular environment, while recognising the heritage value of mature, established and significant trees.	The existing streetscape is characterised by its generous provision of street trees within a confined streetscape. Given the Box tree is struggling to thrive in comparison to the two adjoining street trees it is unlikely its removal will cause an noticeable impact on the comfort of the pedestrian and vehicular environment. Whilst it is acknowledged the tree is established it cannot be characterised as mature and significant in comparison to the adjoining street trees which are thriving.
Ensure all development considers and accommodates new, and preserves existing, trees where it is possible and practical to do so.	As outlined above, retaining the tree has the potential to compromise pedestrian safety and cause considerable inconvenience to the owners. In this context we consider it is not practical to retain the Street tree in these circumstances.
Optimise planting within verges and public open spaces with the aim to increasing the district's canopy cover to provide shade particularly along road corridors of significance to maximise comfort for pedestrians and cyclist	The street tree planting within Lillian Street is already optimised to the extent that all but two houses have at least one street tree in accordance with the policy.

23. In accordance with clause 4.3.1, street tree planting is undertaken to: *"Ensure a minimum of one tree is planted per verge adjacent to each residential property, including new developments"*. In this case the removal of one street tree won't conflict with this objective as there will still be one street tree (remaining) to service the development.
24. Clause 4.4 of the policy deals with street tree removal and states the following:
*The Council prioritises street tree retention and removal is only considered when no other **reasonable alternative exists or has been exhausted**. The compensating solution and approaches must lead to a more superior outcome. [emphasis added]*
25. The Director of Engineering Services is authorised to remove a street if it meets one or more of eight criteria listed in the policy. Where a proposal cannot be considered under the eight criteria, Council consideration is required.
26. In response to exploring *"reasonable alternatives"* the owners, architect and builder have advised the Town's planning department that design changes have been discussed at length but will proceed with the development as submitted. It was determined any change to facilitate the street tree retention would:
 - a) Severely compromise the house design and its functionality.

Crossover and street tree removal
Lot 39 (3) Lillian Street, Cottesloe



- b) Create a poor streetscape outcome with a garage in the middle of the block between the trees.
 - c) Start to impact or impose on the neighbours.
 - d) Potentially create a pedestrian hazard.
27. Considering the above, and related comments addressing the policy objectives we consider there are grounds, in this instance, for Council to support the street tree removal.
28. We note the policy provides for *"an offset planting contribution determined by the Director Engineering Services"*. Subject to that contribution being reasonable, the owner is prepared to accept a condition requiring this.

PRECEDENT

29. Often, decision makers cite the principle of 'creating an undesirable precedent' as grounds to not vary policy. In this matter, it is our opinion that the facts are sufficiently distinguishable from other possible street tree removal requests. Consequently, we consider a decision to remove the street tree will not inextricably cause a flood of similar applications in the future. The unique and distinguishable circumstances of this matter are as follows:
- a) The subject lot and existing dwelling were historically serviced by a rear laneway, negating the need, at that time for a crossover to Lillian Street.
 - b) Following closure of the laneway the owner (at the time) did not, for whatever reason, install a crossover from Lillian Street.
 - c) Despite the narrow frontage of the lot, at 10m, the subject site is the only 10m wide lot in the street with two street trees. The remainder of the lots/houses in the street have only one street tree.
 - d) It is recognised there are two other houses in the street with two, and three street trees respectively, however these are distinguishable as their lot frontages are approximately double that of the subject site.
 - e) The Masterplan does not recommend the Box tree as the proposed new (future) tree for Lillian Street.

CONCLUSION

Given the preceding submission, we respectfully request Council give favourable consideration to our request to remove one street tree in order to allow the construction of a regular crossover, which will provide safe and convenient access to the proposed garage.

We also formally request the opportunity to make representations to Council's Agenda Forum and Ordinary Council meeting.

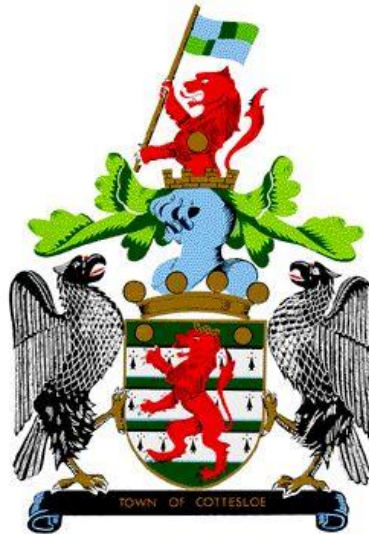
Should you have any queries or require further clarification in regard to the proposal, please do not hesitate to contact the writer.

Yours faithfully,

TAYNE EVERSHED
DIRECTOR

240607 9045_Submission supporting tree removal

TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

ITEM 10.1.5B:

**ATTACHMENT B - COMBINED EMAILS - 3 LILLIAN
ST - MANAGER PARKS AND OPERATIONS**

Rachel Cranny

From: Renuka Ismalage
Sent: Monday, 10 June 2024 12:32 PM
To: David Derwin; Nandun Gamage
Subject: 3 Lilian street tree removal request - request for additional information from Parks and Operations

Hi Dave,

Thanks for the site visit this morning, can you please assist with below.

1. Can you please give your opinion on reason (iv) provided by the applicant in the email (D24/23822) attachment page 1 executive Summary.

(iv) The street tree to be removed is failing to thrive and has a significantly smaller canopy than the two adjoining street trees. Consequently, its loss won't have a measurable impact on tree canopy or streetscape amenity.

2. Can you please advise if a tree was removed from 17 Lillian Street verge for safety reasons as highlighted in the page 3 of the above email attachment (D24/23822).



Figure 03: Site context street tree analysis

3. Can you please provide the estimated cost of transplanting the tree we looked at this morning, including a suitable period of maintenance.

Kind regards

Rachel Cranny

From: David Derwin
Sent: Monday, 10 June 2024 1:00 PM
To: Renuka Ismalage
Subject: Lophostemon confetus at 3 Lillian St
Attachments: 20240610_113016_resized.jpg; 20240610_112954_resized.jpg

Hi Renuka.

Upon inspection of this tree (Queensland Box tree) it was noted that....

There was root damage at the base of the tree on the eastern side.
The leaves of the tree are yellowing (chlorosis) generally caused by a lack of nutrients mainly iron and magnesium.
Given the extremely small area available for water to be absorbed through the top soil this would also not help the uptake of nutrient from the soil. The ground around the tree was quite compacted further diminishing the chances of water uptake by the tree.
The tree has not formed a proper full canopy and is in completion with the much larger tree on the same verge.

Only above ground visual observations were undertaken

The tree is certainly not dead but is not a great specimen either. I don't believe this tree will ever be a good specimen of a Queensland Box tree

Given the health of the tree the chances of surviving transplant would be very low and after to speaking to an Arborist who does work for the Town he indicated if it were to be transplanted it would cost somewhere in the vicinity of \$12K- \$15K depending on after care as well and not including reinstatement of footpaths and road probably another \$3K.

I believe the tree at 17 Lillian St had been dying off over the last few years to the point it was basically dead and was removed.

Regards
David Derwin
Manager Parks and Operations



Town of Cottesloe

Phone: (08) 9336 1552

Mobile: 0419 753 580

Email: mpo@cottesloe.wa.gov.au

Web: www.cottesloe.wa.gov.au



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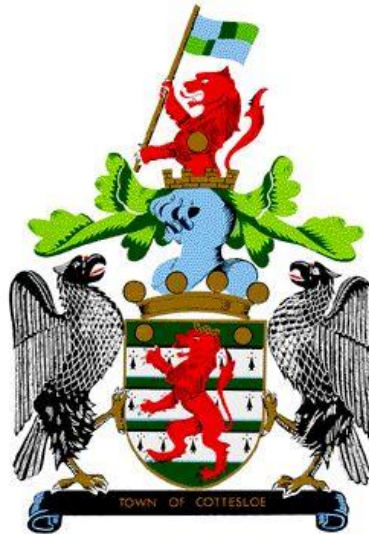
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TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.5C:
ATTACHMENT C - 11 MARGARET STREET -
REMOVAL OF VERGE TREE - COUNCILLOR
MOTION - FEBRUARY 2019**

ORDINARY COUNCIL MEETING MINUTES

26 FEBRUARY 2019

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**11.1 COUNCILLOR MOTION - REMOVAL OF VERGE TREES - 11 MARGARET STREET, COTTESLOE**

Cr Pyvis declared an **IMPARTIALITY INTEREST** in item 11.1 due to Elected Members Notice of Motion regarding tree removal.

The following motion has been proposed by Cr Thomas.

COUNCILLOR MOTION**Moved Cr Thomas****Seconded Cr Harkins**

THAT Council approve the removal of 3 Trees from the verge at number 11 Margaret St, Cottesloe, subject to the owner entering into a written agreement with the Town to:

1. Replace the trees within 1 month of practical completion of the development works presently being carried out at the property (or such other time period as determined by the Town to ensure that planting takes place at the optimal time of year) with a single mature Melaleuca Lanceolata (or a suitable replacement from the Cottesloe Street Tree Masterplan if the Melaleuca is not available) provided at the owner's cost from a Tree Nursery nominated by the Town. The replacement tree shall be 200l-400l at the Town's discretion.
2. Install and maintain reticulation on the verge of the property to provide adequate water to the newly planted tree and to provide additional hand watering as may be required over the first 2 years for the tree to thrive, in accordance with a watering schedule to be determined (and amended as required) by the Town over the 2 year period.
3. Pay the Town, prior to removal of the trees, for the cost of planting in a location selected by the Town 2 additional mature Trees of a species nominated by the Town plus the cost to the Town of adequate watering (as determined by the Town) said Trees for a period of 2 years, which is the period of time it takes for the Trees to establish a suitable root system. The two trees shall be 200l-400l at the Town's discretion.
4. Landscape the verge, including any required retaining works, to the satisfaction of the Town.

COUNCILLOR AMENDMENT**Moved Cr Young****Seconded Cr Harkins**

That points two to four be renumbered to a to c and a point two be added as follows:

That Council notes the reasons for departing from the Town's Street Tree Policy, as adopted on 26 February 2019, are as stated in the Councillor Rationale.

Carried 7/1**For: Mayor Angers, Crs Rodda, Tucak, Sadler, Young, Thomas and Harkins****Against: Cr Pyvis**

ORDINARY COUNCIL MEETING MINUTES

26 FEBRUARY 2019

SUBSTANTIVE MOTION AND COUNCIL RESOLUTION

THAT Council approve the removal of 3 Trees from the verge at number 11 Margaret St, Cottesloe, subject to the owner entering into a written agreement with the Town to:

1. Replace the trees within 1 month of practical completion of the development works presently being carried out at the property (or such other time period as determined by the Town to ensure that planting takes place at the optimal time of year) with a single mature *Melaleuca Lanceolata* (or a suitable replacement from the Cottesloe Street Tree Masterplan if the *Melaleuca* is not available) provided at the owner's cost from a Tree Nursery nominated by the Town. The replacement tree shall be 200l-400l at the Town's discretion.
 - a. Install and maintain reticulation on the verge of the property to provide adequate water to the newly planted tree and to provide additional hand watering as may be required over the first 2 years for the tree to thrive, in accordance with a watering schedule to be determined (and amended as required) by the Town over the 2 year period.
 - b. Pay the Town, prior to removal of the trees, for the cost of planting in a location selected by the Town 2 additional mature Trees of a species nominated by the Town plus the cost to the Town of adequate watering (as determined by the Town) said Trees for a period of 2 years, which is the period of time it takes for the Trees to establish a suitable root system. The two trees shall be 200l-400l at the Town's discretion.
 - c. Landscape the verge, including any required retaining works, to the satisfaction of the Town.
2. That Council notes the reasons for departing from the Town's Street Tree Policy, adopted on 26 February 2019, are as stated in the Councillor Rationale.

Carried 6/2

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

Against: Crs Tucak and Pyvis

COUNCILLOR RATIONALE

The trees on the verge of the property are young, small trees planted very close together on a relatively small retained verge set 550mm above the footpath and crossover and retaining up to a height of approximately 800mm. The existing trees are highly likely to undermine the retaining wall around the verge and present a danger to the public, such that future works will inevitably be required to remove at least one of the trees planted too close to the retaining wall. Construction of a retaining wall around the southern tree in order to provide access to the garaging is likely to jeopardise the health of the tree due to differentials in levels of the verge and crossover, so that it is a strong possibility that the tree may be lost in any event.

As part of the works being undertaken at the property the owner proposes to landscape the verge to provide retaining and reticulation and a mature tree of the species required by the Street Tree Masterplan. The revised landscaping and replacement tree, together with the

ORDINARY COUNCIL MEETING MINUTES**26 FEBRUARY 2019**

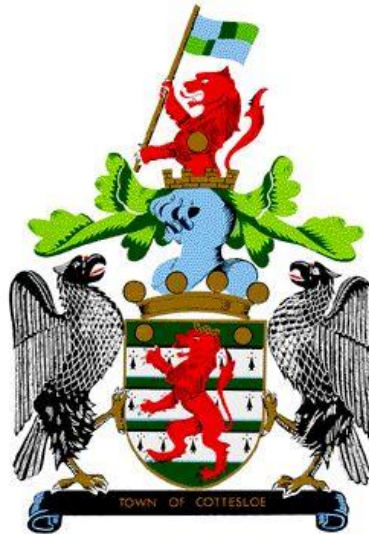
provision of 2 mature Trees to be planted elsewhere in Cottesloe will compensate for the loss of canopy (present and future) from the verge at number 11 and will result in a significantly superior and more durable and safer verge arrangement.

In addition, the owner intends to plant up to 6 (natives) Tuckeroo trees along the western boundary of the property and at least one deciduous tree in the front garden, which will result in a very significant increase in canopy cover on the property as compared with the pre-development position.

OFFICER COMMENT

NA

TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING

ATTACHMENT

**ITEM 10.1.5D:
ATTACHMENT D - CLIVE ROAD TREE REMOVAL
MINUTES - OCTOBER 2021**

ORDINARY COUNCIL MEETING MINUTES

26 OCTOBER 2021

10.1.9 CLIVE ROAD TREE REMOVAL

Directorate: Engineering Services
Author(s): David Lappan, Manager Projects and Assets
Authoriser(s): Shaun Kan, Director Engineering Services
File Reference: D21/46965
Applicant(s): Internal
Author Disclosure of Interest: Nil

SUMMARY

For Council to consider the removal of 11 Cypress Pine Trees planted along Clive road to allow access to recently Western Australian Planning Commission (WAPC) approved subdivided blocks at 443 Stirling Highway.

OFFICER RECOMMENDATION IN BRIEF

That Council APPROVES the removal of Cypress Pine Trees along Clive Road as detailed within the officer's comment section of the report.

BACKGROUND

In July 2021, communication was received by the Town regarding a subdivision application of 443 Stirling Highway. As part of this application, information was requested by the applicant on the possibility of tree removals to facilitate the subdivision approval. The applicant was then referred to the Council's Street Tree Policy.

Further correspondence was received in September 2021 following the approval of this subdivision by WAPC with development plans and street frontage layouts indicating new access points to each of the proposed lots.

OFFICER COMMENT

To facilitate the pending subdivision approval of 443 Stirling Highway, access to the newly created lots has to be directly from Clive Road. Aerial images show that the current non native Cypress Pine street trees were planted prior to 1996 and have been done to screen the rear of the property 443 Stirling Highway as seen in the image below. There are no records that indicate the approval of such plantings.

Given the approved Street Tree Masterplan currently has no allocated street tree species for Clive Street, Council would need to approve a tree type subject to endorsement by an arborist as being suitable for the site and all strategic documents updated accordingly.

The Coastal She-Oak 'Casuarina Equisetifolia' has been determined by suitably qualified Town staff as an ideal planting for Clive Road's narrow site conditions. Due consideration should be given by the developer to plant a minimum of one tree per verge to each lot in accordance to the Town's street tree policy. In addition to this, any streetscape design for the development should aim at improving the overall amenity of the street.

It would also be important to note that the existing trees are planted in very close proximity to boundary fences and directly over Watercorp sewer pipes as indicated on underground

ORDINARY COUNCIL MEETING MINUTES

26 OCTOBER 2021

service plans. It would be also be difficult to remove selective trees to accommodate driveways as their current location will not provide cross overs with compliant sight distance requirements.



Section 4.5 of the Towns Street Tree Policy – Street Tree removal specifies The Council prioritises street tree retention and removal is only considered when no other reasonable alternative exists or has been exhausted. In the improbable occasion that no reasonable alternative exists, tree removal must be approved by Council.

ORDINARY COUNCIL MEETING MINUTES

26 OCTOBER 2021

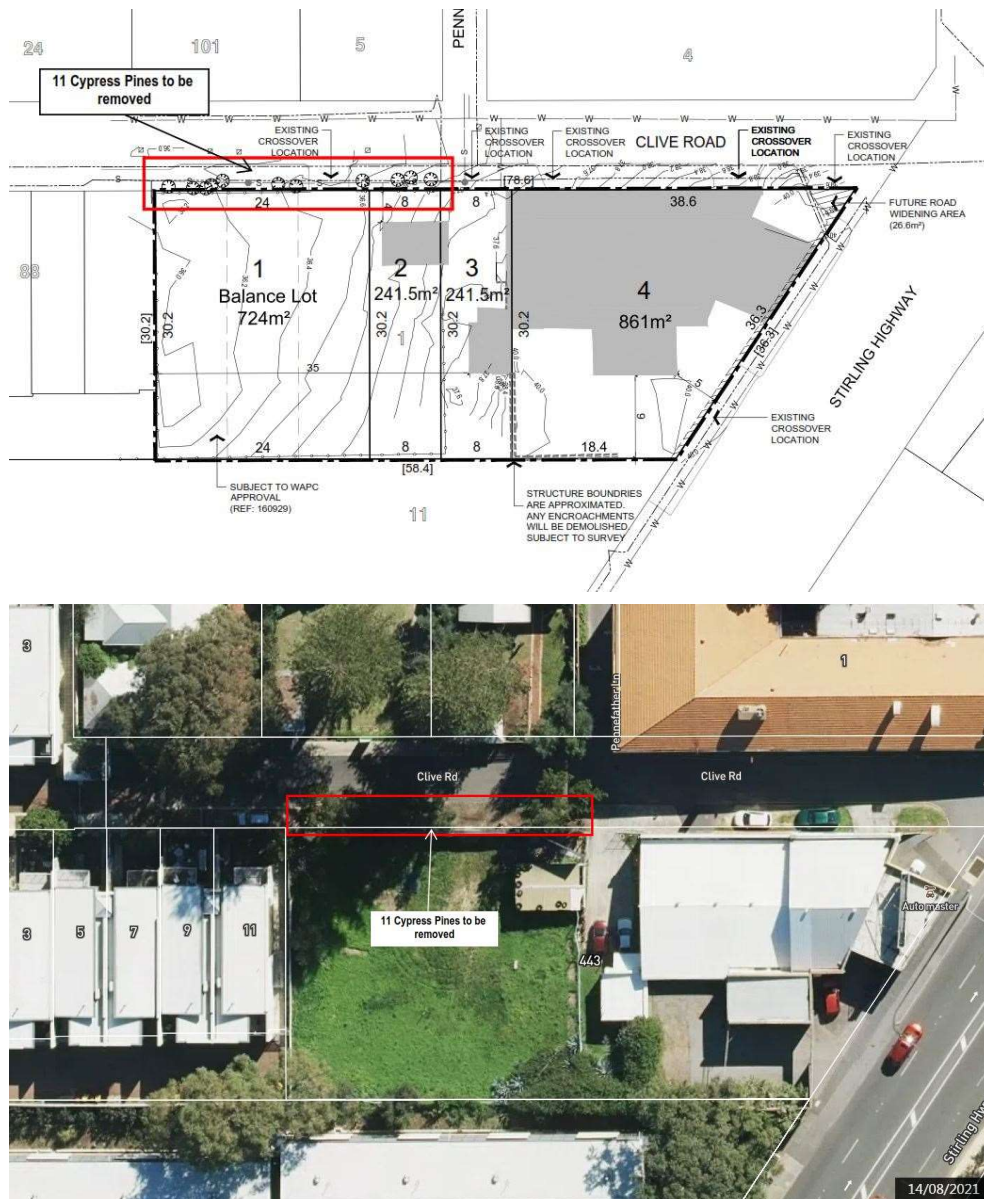


Diagram A: 11 Cypress Pines Proposed Removal

Given the above, the provisions within the policy and the lack of any other viable engineering solutions, a recommendation has been made for the trees to be removed and be replaced with a Coastal Sheek (*Casuarina Equisetifolia*) subject to endorsement by an arborist.

The removal and new plantings including their maintenance (for a period of two years) and arborist certification will be at the cost of the developer. A bond will be held and only refunded in two years after the trees have been certified to be thriving by an arborist.

ORDINARY COUNCIL MEETING MINUTES

26 OCTOBER 2021

**ATTACHMENTS**

Nil

CONSULTATION

Town of Cottesloe Staff

Urbis Planners

Locus Development Group

STATUTORY IMPLICATIONS*Local Government Act 1995***POLICY IMPLICATIONS**

The Towns Street Tree policy defines tree removal requirements. To be approved under delegation, the tree must be dead, dying or dangerous.

The policy also requires a minimum of one tree to be planted on each verge with the species to be in accordance with the Street Tree Masterplan.

Section 4.5 of the Towns Street Tree Policy states, where no other reasonable alternative exists or has been exhausted, then council approval is required.

STRATEGIC IMPLICATIONS

This report is consistent with the Town's *Strategic Community Plan 2013 – 2023*.

ORDINARY COUNCIL MEETING MINUTES**26 OCTOBER 2021**

Priority Area 5: Providing sustainable infrastructure and community amenities

Major Strategy 5.2: Manage assets that have a realisable value.

RESOURCE IMPLICATIONS

Resource requirements are in accordance with the existing budgetary allocation.

ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

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

The removal of current trees will allow for planting of a more suitable species.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

Moved Cr Harkins

Seconded Cr Harben

THAT Council:

1. APPROVES the removal of 11 Cypress Pine trees along Clive Street adjacent to the site 443 Stirling Highway, as shown in the diagram of the officer's comment section of the report, subject to the following conditions:
 - a. A minimum of one tree to be planted on the verge of each newly created lot fronting Clive Road;
 - b. A bond of \$500 per lot for the be paid to the Town prior to removal of any verge trees;
 - c. This shall be held for a period of two years from the date of replacement tree planting and only returned when an arborist, paid by the developer, has certified the newly planted trees to be thriving.
2. APPROVES the use of 'Casuarina Equisetifolia' Coastal She-Oak for all future plantings within Clive Road subject to certification by an arborist as a suitable tree for the street; and
3. NOTES that the removal, planting, maintenance and arborist certification mentioned in points one and two will be at the cost of the developer.

OCM211/2021

COUNCILLOR AMENDMENT

Moved Cr Sadler

Seconded Cr Bulbeck

Add a point d 'That the Town REQUESTS the developer pay the replacement cost of the full complement of 11 trees. Trees not planted on Clive Road are to be planted on the Town's public open space'.

Carried 7/0

ORDINARY COUNCIL MEETING MINUTES

26 OCTOBER 2021

OCM212/2021

SUBSTANTIVE MOTION AND COUNCIL RESOLUTION

THAT Council:

1. **APPROVES** the removal of 11 Cypress Pine trees along Clive Street adjacent to the site 443 Stirling Highway, as shown in the diagram of the officer's comment section of the report, subject to the following conditions:
 - a. A minimum of one tree to be planted on the verge of each newly created lot fronting Clive Road;
 - b. A bond of \$500 per lot for the be paid to the Town prior to removal of any verge trees;
 - c. This shall be held for a period of two years from the date of replacement tree planting and only returned when an arborist, paid by the developer, has certified the newly planted trees to be thriving.
 - d. That the Town REQUESTS the developer pay the replacement cost of the full complement of 11 trees. Trees not planted on Clive Road are to be planted on the Town's public open space.
2. **APPROVES** the use of 'Casuarina Equisetifolia' Coastal She-Oak for all future plantings within Clive Road subject to certification by an arborist as a suitable tree for the street; and
3. **NOTES** that the removal, planting, maintenance and arborist certification mentioned in points one and two will be at the cost of the developer.

Carried 7/0

COUNCILLOR RATIONALE:

Point 1d was added to ensure the developer paid the full replacement cost for the trees removed and that trees not able to be planted on Clive Road would be planted on the Town's public open space.