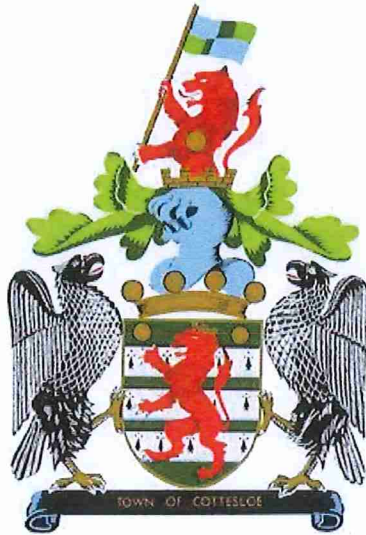


# TOWN OF COTTESLOE



## ORDINARY COUNCIL MEETING UNCONFIRMED MINUTES

ORDINARY COUNCIL MEETING  
HELD IN THE  
Council Chambers, Cottesloe Civic Centre  
109 Broome Street, Cottesloe  
6:00 PM Tuesday, 26 May 2026

A handwritten signature in blue ink, appearing to read 'Mark Newman'.

**MARK NEWMAN**  
Chief Executive Officer

4 June 2026

## DISCLAIMER

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

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

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

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

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

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

All formal Council Meetings will be audio visual recorded and livestreamed and will be publicly available via the Town of Cottesloe's website or social media platform.

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

---

## TABLE OF CONTENTS

---

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS .....	1
2	DISCLAIMER .....	1
3	ATTENDANCE .....	1
	3.1 APOLOGIES .....	1
	3.2 APPROVED LEAVE OF ABSENCE.....	1
	3.3 APPLICATIONS FOR LEAVE OF ABSENCE .....	2
4	DECLARATION OF INTERESTS.....	2
5	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION .....	2
6	PUBLIC QUESTION TIME .....	3
	6.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	3
	6.2 PUBLIC QUESTIONS .....	5
7	PUBLIC STATEMENT TIME.....	8
8	CONFIRMATION OF MINUTES.....	8
9	PRESENTATIONS .....	8
	9.1 PETITIONS .....	8
	9.2 PRESENTATIONS.....	9
	9.3 DEPUTATIONS .....	9
10	REPORTS.....	10
	10.1 REPORTS OF OFFICERS.....	10
	<b>CORPORATE AND COMMUNITY SERVICES .....</b>	<b>11</b>
	10.1.1 LIST OF PAYMENTS 1 TO 31 MARCH 2026 .....	11
	10.1.2 LIST OF PAYMENTS 1 TO 30 APRIL 2026 .....	15
	10.1.3 MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31 MARCH 2026 .....	18
	<b>DEVELOPMENT AND REGULATORY SERVICES.....</b>	<b>22</b>
	10.1.4 ADOPTION OF PARKING STRATEGY 2026-2029 .....	22
	<b>10.2 RECEIPT OF MINUTES AND RECOMMENDATIONS FROM COMMITTEES .....</b>	<b>27</b>
	10.2.1 RECEIPT OF SEA VIEW GOLF CLUB REDEVELOPMENT ADVISORY COMMITTEE MINUTES .....	27

---

- 10.2.2 RECEIPT OF AUDIT, RISK AND IMPROVEMENT UNCONFIRMED MINUTES ..... 28
- 11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN ..... 29**
- 12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY:..... 29**
  - 12.1 ELECTED MEMBERS ..... 29**
  - 12.2 OFFICERS..... 29**
- 13 MEETING CLOSED TO PUBLIC..... 29**
  - 13.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED..... 29**
  - 13.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC ..... 29**
- 14 MEETING CLOSURE ..... 29**

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

The Presiding Member announced the meeting opened at 6 pm.

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

**2 DISCLAIMER**

The Presiding Member directed the public's attention to the Disclaimer and the paragraph that advises that formal meetings of Council will be audio/visually recorded.

**3 ATTENDANCE****Elected Members**

Deputy Mayor Sonja Heath

Cr Lorraine Young

Cr Helen Sadler

by electronic means

Cr Chilla Bulbeck

Cr Jeffrey Irvine

Cr Kirsty Barrett

The Presiding Member advised that Cr Sadler had declared that their method of remote attendance would allow the elected member to maintain communication and enable them to fully participate in the meeting and that they were able to maintain confidentiality for any part of the meeting that was closed.

**Officers**

Mr Mark Newman

Chief Executive Officer

Mrs Vicki Cobby

Director Corporate and Community Services

Mr Shaun Kan

Director Engineering Services

Mr Steve Cleaver

Director Development and Regulatory Services

Mr Corey Parkinson

Coordinator Ranger Services

Ms Jacquelyne Pilkington

Governance and Executive Office Coordinator

**3.1 APOLOGIES**

Cr Michael Thomas

**Officers Apologies**

Nil

**3.2 APPROVED LEAVE OF ABSENCE**

Mayor Melissa Harkins

Cr Brad Wylynko

### 3.3 APPLICATIONS FOR LEAVE OF ABSENCE

OCM066/2026

Moved Cr Heath

Seconded Cr Sadler

That Cr Young be granted a leave of absence from 1 June to 30 June 2026.

Carried 6/0

OCM067/2026

#### LEAVE OF ABSENCE

Moved Cr Heath

Seconded Cr Young

That Cr Bulbeck be granted a leave of absence from 15 June to 8 July 2026 and 14 September to 30 September 2026.

Carried 6/0

## 4 DECLARATION OF INTERESTS

Cr Barrett declared an IMPARTIALITY INTEREST in a statement provided by an Elector by virtue of “ as I am a member of the Sea View Golf Club and I will make a decision on its merits and vote accordingly.”

Cr Irvine declared an IMPARTIALITY INTEREST in questions and a statement provided by an Elector by virtue of “Councillor campaign supporter”

## 5 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member announced that the Town of Cottesloe would like to acknowledge and sincerely thank the Australian Government for its \$10 million investment through the Urban Precincts and Partnerships Program. Together with the Town’s \$5 million contribution, this will enable delivery of Stage 1 of the Cottesloe Foreshore Revitalisation Project.

Cottesloe Beach is one of Perth’s most iconic destinations and a key tourism drawcard. The foreshore plays a vital role in Western Australia’s visitor economy, and this revitalisation will transform the area into a more people-focused, accessible, and vibrant precinct.

Key improvements include converting Carpark 1 into a high-quality public open space featuring terraces and an event plaza. Traffic calming measures will be introduced to enhance safety for pedestrians and cyclists, while new event spaces will support festivals, tourism and cultural activities, building on the success of events such as Sculpture by the Sea and Electric Island.

The project will also strengthen connections between the beach and local cafés, restaurants and retail outlets, creating additional opportunities for alfresco dining.

Importantly, it will improve universal beach access for people of all abilities and expand walking and cycling infrastructure.

The Administration deserves a heartfelt thank you for the extensive work undertaken in preparing the necessary documentation and securing this funding. Recognition should also be given to previous Elected Members and Mayors, particularly Mayor Young, who advocated for this project over many years.

## 6 PUBLIC QUESTION TIME

### 6.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

**Mr Peter Rattigan – 9 Grant Street, Cottesloe**

Various

*Extra Spare Green Bin - Disposal of cuttings and trimmings*

Q1:a. Would Council provide a second green bin free of charge to those residents who could benefit from another green bin?

R1a: A decision to provide an extra bin would need to be made by Council in the Budget process. The provision of a bin would be unlikely to be free as it incurs costs of supply, pickup and disposal.

Green waste bags, costing two dollars each, are available for purchase at the Administration Centre, but these can only be used for pine needles. The Town appreciates the residents taking the effort to maintain the land fronting their properties

*Drafts Event Policy*

Q2:a. Were those Not for Profit organisations that were previously exempt from the fees, been consulted before the matter came to Council?

R2a: The purpose of the community consultation is to inform the wider community and regular user groups of the proposed changes to the Events Policy, including fees and charges. Current use of the Town's hireable venues by not-for-profit (NFP) groups is very limited, with approximately 95 per cent of bookings associated with weddings and private or commercial use. There are only a small number of regular community and NFP events, which are primarily delivered by local sporting clubs.

Regular users, such as sporting clubs that utilise Cottesloe Oval, as well as the broader community, have been advised of the consultation. Extensive communications have been undertaken to highlight the proposed changes. This is an ongoing process, with the consultation remaining open for feedback until 10 May.

Fees have not yet been set. Final fees and charges will be determined as part of the 2026/27 budget process, informed by community feedback, benchmarking against comparable local governments, and cost recovery considerations.

Council will continue to support local not-for-profit organisations and sporting clubs through appropriate fee waivers or minimal charges where justified. The proposed fee recovery approach aims to recover a small portion of maintenance and asset-related costs.

There is no intention to levy the Surf Club for use of the beach. If this needs clarifying, this can occur with the final adoption of the policy

Q2b: If not have they been alerted directly to the change of the fee structure?

R2b: At this stage, fees have not been set. As such, no specific changes to the fee structure have been implemented. Regular users and the broader community have been alerted to the proposed policy changes through direct communication and the public consultation process. Any future fees and charges will also be informed by feedback received through the community consultation and will be determined as part of the 2026/27 budget process.

*Removal of trees – Wanslea House Cottlesloe*

Q3: a. Should a DA have been issued before trees had been destroyed?

b. If not what, will the Town take any action against the National Trust?

R3: The Town has not received a complaint regarding trees at this property and the matter needs research. Town Staff are investigating the matter and will respond in due course.

**Further to the above, please find below an additional response to Question 3.**

Q3: a. Should a DA have been issued before the trees had been destroyed?

R3a: The National Trust operates Wanslea House as a Cancer Wellness Centre and pre-primary facility. The National Trust has advised the Town that four trees were removed following a period of review and communication with stakeholders, with damage to a building being the contributing factor.

No development application was lodged with the Town in relation to the tree removal, and the Town of Cottlesloe does not have an adopted Tree Protection Local Planning Policy.

b. If not, what will the Town take any action against the National Trust?

R3b: Based on the advice provided by the National Trust, the Town's focus is to continue liaising with the National Trust about appropriate revegetation.

The Town is also investigating the feasibility of a Tree Protection Local Planning Policy for the Town and how such a policy may apply in Cottesloe.

## 6.2 PUBLIC QUESTIONS

### Liesl and Gordon Chapman 41 Grant Street, Cottesloe

#### **Item 10.1.4 – Adoption of Parking Strategy 2026 - 2029**

Q1a: Does the Parking Strategy contemplate any measures for managing parking impacts from busy commercial premises in residential streets? Has the Town considered- whether commercial premises that generate significant customer parking demand should contribute financially to parking infrastructure, verge protection, patron safety, or repair works where their activity is causing localised impacts?

R1a: The parking strategy mentions Grant Street a number of times on page 24, 28, 35. It was prompted in the questionnaire on page 59. There is no head of power outside of the Development Approval stage to require contributions from the commercial premises.

Q1b: If so, what will the Town do?

R1b: The Strategy recommends that the situation continue to be monitored. It is unlikely that the capital investment required to implement regulation through the provision of paved and timed parking will occur in the lifespan of the Strategy.

Q2: How will the new Parking Strategy be used to better manage construction-related parking and traffic impacts, particularly through Construction Management Plans approved by the Town before the building permits are issued? If issues around noise, damage, dust, unsafe congestion in quiet residential streets are encountered will the Permits be cancelled or controlled for solutions by the Town?

R2: Construction Management plans (CMP) are only used for large building sites and include parking management plans. They are a planning condition to minimise nuisances ( including trades parking) associated with building sites. The approval authority ie either the Western Australian Planning Commission or the Local Government must be satisfied that the Plan is sufficient before clearing the condition and issuing the building permit. There after there are a number of tools the Town can utilise such as:

- Amending the construction management plans.
- Providing vacant Town land with paid parking permits during the project.
- Enforcement of the Towns Local laws including the Parking Local law.  
The parking strategy complements construction management plans by dealing with parking congestion in particular by providing a methodology to for the administration to recommend changes to ensure 5-15% bay availability.

Q3: Grant Street medium strip planning has occurred. Was this planting undertaken by the Town of Cottesloe? If so, why were nearby residents not notified or consulted? If not, will the Town investigate and confirm whether the planting is authorised and consistent with the Town's green infrastructure approach? As it seems very adhoc planting, and makes the median strip look shabby. The median strip has so much potential to be an attractive feature, yet has been left as an eye sore.

I can acknowledge the importance of preserving the green and attractive character of Cottesloe. However, recognise the genuine parking pressures experienced by residents and visitors. I therefore seek a practical and balanced solution that:

1. Maintains an attractive and cohesive streetscape through properly planned and maintained greenery .
2. Establish clear landscaping and planting standards for median strips.
3. Provides reasonable and practical parking access for residents where appropriate.
4. Ensures ongoing council maintenance and oversight of these areas.

R3: Whilst the plantings have not been undertaken by the Town, it is consistent with the Town's Green Infrastructure Strategy, which aims to increase canopy. The Town will need to investigate before deciding on the appropriate actions.

**Mrs Phlipa Wiggins 50 John Street Cottesloe**

Q1: The Shine building on the corner of Forrest St and Railway Parade appears to be empty. What is its future?

R1: At its Council Meeting in April, Council resolved to support a new five (5) year lease to Curtin Heritage Living for the property located at 81 Forrest Street, Cottesloe. The building continues to be used by Curtin Heritage

Living for in-home service assistance, social activities and transport services.

**Mr Peter Rattigan 9 Grant Street, Cottesloe**

- Q1. Are the planning staff of Cottesloe Council aware that a Development Approval is required before a landholder can remove or destroy a significant tree on private property?
- Q2. Has Council taken any steps to inform landholders of private property in Cottesloe that, before removing or destroying a significant tree on private property, they are required to obtain a Development Approval from the town, and if so, what steps?
- Q3. What processes does the town have in place to assess whether a significant tree or trees are proposed to be removed or destroyed when the town is assessing development applications?
- Q4. Does the town have any procedures in place to protect existing significant trees on private property, and if so, what are they?

These questions were taken on notice.

**Mrs Pamela Rattigan 9 Grant Street, Cottesloe**

- Q1a. Is Cottesloe Council supportive of a new bridge with ramp access and connection to the PSP Bike Path that was developed sometime ago?
- R1a. The town only became aware of this issue last Thursday. It should be noted that the temporary closure was initiated by the town in the interest of community safety.
- We are currently liaising with both Main Roads and the PTA regarding this matter. To date, we have not received a formal report from either party outlining the structural issues. Furthermore, we have not yet been advised whether the outcome will require repairs or the construction of a new bridge.
- Q1b. If so, what is the Council doing to advocate for Main Roads and State Government action on this?
- R1b. Prior to this, the Council had been actively advocating for improved access, recognising that the bridge is not accessible for all users and, due to its age, requires replacement.
- Q2. Is that for a new bridge with a ramp because of the climb?

- R2. We would expect that, given the steep gradient and current accessibility limitations, any replacement would involve the construction of a new bridge that meets current Australian Standards.

## 7 PUBLIC STATEMENT TIME

Mrs Philippa Wiggins 50 John Street Cottesloe

Mrs Wiggins formally objected to the proposed construction of the sauna facility adjacent to Magic Apple.

Mr Rattigan 9 Grant Street, Cottesloe – Item 10.2.1 Sea View Golf Club Redevelopment

Mr Rattigan spoke on the Committee and spoke of whether the Town was aware of the relevant planning legislation in Western Australia.

## 8 CONFIRMATION OF MINUTES

**OCM068/2026**

**Moved Cr Irvine**

**Seconded Cr Heath**

**That the Minutes of the Ordinary Meeting of Council held on Tuesday 28 April 2026 be confirmed as a true and accurate record.**

**Carried 6/0**

**For: Crs Heath, Young, Sadler, Bulbeck, Irvine and Barrett,  
Against: Nil**

## 9 PRESENTATIONS

### 9.1 PETITIONS

#### ***Section 9.4 - Procedure of Petitions***

*The only question which shall be considered by the council on the presentation of any petition shall be -*

- a) that the petition shall be accepted; or*
- b) that the petition not be accepted; or*
- c) that the petition be accepted and referred to a committee for consideration and report; or*
- d) that the petition be accepted and dealt with by the full council.*

Nil

**9.2 PRESENTATIONS**

Nil

**9.3 DEPUTATIONS**

Nil

**10      REPORTS**

**10.1    REPORTS OF OFFICERS**

**CORPORATE AND COMMUNITY SERVICES****10.1.1 LIST OF PAYMENTS 1 TO 31 MARCH 2026**

**Directorate:** Corporate and Community Services  
**Author(s):** Gabriel Wani, Coordinator Finance  
**Authoriser(s):** Vicki Cobby, Director Corporate and Community Services  
Mark Newman, Chief Executive Officer  
**File Reference:** D26/65866  
**Applicant(s):** Internal  
**Author Disclosure of Interest:** Nil

---

**SUMMARY**

It is a requirement of the *Local Government (Financial Management) Regulations 1996*, Regulation 13 that if a Local Government has delegated to the CEO the exercise of its power to make payments from the municipal or trust funds, a list of payments must be prepared each month and are presented to Council.

**OFFICER RECOMMENDATION IN BRIEF**

That Council RECEIVES the List of Payments 1 to 31 March 2026.

**BACKGROUND**

Section 6.10 of the *Local Government Act 1995* requires the keeping of financial records and general management of payments, which is further specified in Regulation 13 of the *Local Government (Financial Management) Regulations 1996*. A list of payments is to be prepared each month and presented to Council at the next ordinary meeting of council after this list is prepared. This report is to show the payee's name, the amount of payment, the date of the payment and sufficient information to identify the transaction.

**OFFICER COMMENT**

The list of payments made during March 2026 is included in the attachment. This includes purchases made via electronic fund transfers and cheque payments, credit card payments, and fuel cards payments.

The following material payments are brought to the Council's attention (excludes internal investment transfers):

- \$613,638.80 to Department of Fire & Emergency Services for Emergency Service Levy remittance
- \$269,882.34 and \$252,072.44 to the Town of Cottesloe staff for fortnightly payroll (includes ATO payments),
- \$213,183.25 to The Trustee For Rico Family Trust for waste collection services for January and February 2026,
- \$83,619.58 to Western Metropolitan Regional Council for waste disposal charges,

- \$46,509.44 paid to Western Metropolitan Regional Council for waste disposal charges,
- \$77,000.00 to Sculptures by the Sea for financial contribution for 2026 event,
- \$50,171.51, \$48,315.06 to SuperChoice Services Pty Ltd for Superannuation Payments,
- \$42,616.84 to Electricity Generation and Retail Corporation for supply of electricity.

**ATTACHMENTS**

**10.1.1(a) Monthly Payment Listing - March 2026 [under separate cover]**

**CONSULTATION**

Internal

**STATUTORY IMPLICATIONS**

*Local Government Act 1995*

Section 6.10

*Local Government (Financial Management) Regulations 1996*

Regulation 13

**POLICY IMPLICATIONS**

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

**STRATEGIC IMPLICATIONS**

This report is consistent with the Town's *Council Plan 2023-2033*.

Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance.

Major Strategy 4.3: Deliver open, accountable and transparent governance.

**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.

**RISK MANAGEMENT IMPLICATIONS**

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* requires that a list of payments be presented at the next Ordinary Council Meeting after the list is

prepared. Failure to accept this report may result in the Town not meeting its legislative obligations.

Presenting the list of payments in a public meeting carries an inherent risk that the information could be misused to facilitate fraudulent activity, including attempts to impersonate payees or solicit additional information. To mitigate this, payment descriptions are intentionally kept at a high level to ensure transparency while limiting detail available to potential bad actors. In addition, the Town employs rigorous internal processes to verify the legitimacy of any requests to update personal or financial information, particularly where the source is unconfirmed, further reducing the risk of fraudulent manipulation.

### **VOTING REQUIREMENT**

Simple Majority

### **OCM069/2026**

#### **OFFICER RECOMMENDATION AND COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Barrett

**THAT Council RECEIVES the List of Payments 1 to 31 March 2026, as detailed in Attachment (a)**

**Carried 6/0**

**For: Crs Heath, Young, Sadler, Bulbeck, Irvine and Barrett,  
Against: Nil**

Q: Please provide more explanation on Legal Expenses incurred in March and April 2026?

A: Legal expenses incurred during March and April 2026 relate to a range of matters requiring specialised legal advice and support. These services included planning matters, assistance with lease documentation, preparation and review of licences and agreements, assistance with tender documentation, and regulatory matters.

The costs reflect the complexity and variety of issues addressed during this period, ensuring the Town remains compliant and well-supported across its legal obligations.

Q: Please provide more explanation on Plumbing repairs and plumbing supplies?

A: The plumbing repairs and supplies paid for in March and April were for the following locations;

- Civic Centre - toilet
- 149 Marine Parade - showers/drain
- Anderson Pavilion - mixer tap
- Napier St playground - foot shower
- 149 Marine Parade – toilets
- 149 Marine Parade - showers

- Drinking fountain Civic Centre – drinking fountain
- Indianas – toilets
- Various – reticulation supplies

Q: Please provide more explanation on Turf maintenance services?

A: The turf maintenance expenses are mostly for the provision of fertiliser, but also includes turf treatment for the main beach areas after Sculptures by the Sea.

**10.1.2 LIST OF PAYMENTS 1 TO 30 APRIL 2026**

**Directorate:** Corporate and Community Services  
**Author(s):** Gabriel Wani, Coordinator Finance  
**Authoriser(s):** Vicki Cobby, Director Corporate and Community Services  
Mark Newman, Chief Executive Officer  
**File Reference:** D26/66519  
**Applicant(s):** Internal  
**Author Disclosure of Interest:** Nil

---

**SUMMARY**

It is a requirement of the *Local Government (Financial Management) Regulations 1996*, Regulation 13 that if a Local Government has delegated to the CEO the exercise of its power to make payments from the municipal or trust funds, a list of payments must be prepared each month and are presented to Council.

**OFFICER RECOMMENDATION IN BRIEF**

That Council RECEIVES the List of Payments 1 to 30 April 2026.

**BACKGROUND**

Section 6.10 of the *Local Government Act 1995* requires the keeping of financial records and general management of payments, which is further specified in Regulation 13 of the *Local Government (Financial Management) Regulations 1996*. A list of payments is to be prepared each month and presented to Council at the next ordinary meeting of council after this list is prepared. This report is to show the payee's name, the amount of payment, the date of the payment and sufficient information to identify the transaction.

**OFFICER COMMENT**

The list of payments made during April 2026 is included in the attachment. This includes purchases made via electronic fund transfers and cheque payments, credit card payments, and fuel cards payments.

The following material payments are brought to the Council's attention (excludes internal investment transfers):

- \$317,761.64 and \$253,865.33 to the Town of Cottesloe staff for fortnightly payroll (includes ATO payments),
- \$223,274.72 to WA Treasury Corporation for a loan repayment,
- 62,767.71 to Kercheval for consultancy services (Marine Parade Shared Path),
- \$52,135.72 to the WA Electoral Commission for Election services,
- \$52,001.99, \$50,258.01 and \$47,297.66 to SuperChoice Services Pty Ltd for Superannuation Payments,
- \$38,982.92 to Surf Life Saving WA for Lifeguard services,

- \$34,650.00 to The Trustee for the AVP Unity Trust for asset valuation consultancy services.

### **ATTACHMENTS**

**10.1.2(a) Monthly Payment Listing - April 2026 [under separate cover]**

### **CONSULTATION**

Internal

### **STATUTORY IMPLICATIONS**

*Local Government Act 1995*

Section 6.10

*Local Government (Financial Management) Regulations 1996*

Regulation 13

### **POLICY IMPLICATIONS**

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

### **STRATEGIC IMPLICATIONS**

This report is consistent with the Town's *Council Plan 2023-2033*.

Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance.

Major Strategy 4.3: Deliver open, accountable and transparent governance.

### **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.

### **RISK MANAGEMENT IMPLICATIONS**

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* requires that a list of payments be presented at the next Ordinary Council Meeting after the list is prepared. Failure to accept this report may result in the Town not meeting its legislative obligations.

Presenting the list of payments in a public meeting carries an inherent risk that the information could be misused to facilitate fraudulent activity, including attempts to impersonate payees or solicit additional information. To mitigate this, payment descriptions

are intentionally kept at a high level to ensure transparency while limiting detail available to potential bad actors. In addition, the Town employs rigorous internal processes to verify the legitimacy of any requests to update personal or financial information, particularly where the source is unconfirmed, further reducing the risk of fraudulent manipulation.

**VOTING REQUIREMENT**

Simple Majority

**OCM070/2026**

**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION**

**Moved Cr Barrett**

**Seconded Cr Bulbeck**

**THAT Council RECEIVES the List of Payments 1 to 30 April 2026, as detailed in Attachment (a)**

**Carried 6/0**

**For: Crs Heath, Young, Sadler, Bulbeck, Irvine and Barrett,**

**Against: Nil**

**10.1.3 MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31 MARCH 2026**

**Directorate:** Corporate and Community Services  
**Author(s):** Gabriel Wani, Coordinator Finance  
**Authoriser(s):** Vicki Cobby, Director Corporate and Community Services  
Mark Newman, Chief Executive Officer  
**File Reference:** D26/65868  
**Applicant(s):** N/A  
**Author Disclosure of Interest:** Nil

---

**SUMMARY**

It is a requirement of the *Local Government (Financial Management) Regulations 1996*, Regulation 34, that monthly financial statements are presented to Council, in order to allow for proper control of the Town's finances and to ensure that income and expenditure are compared to budget forecasts.

**OFFICER RECOMMENDATION IN BRIEF**

That Council RECEIVES the Monthly Financial Statements for the period 1 July 2025 to 31 March 2026.

**OFFICER COMMENT**

The monthly financial report presented to Council typically includes a wide range of information to support Council's understanding of the Town's financial position. However, due to the implementation of DataScape, the Town's new Enterprise Resource Planning (ERP) system, and the additional resources required for this transition, the current report has been streamlined to ensure timely completion.

In accordance with the Local Government (Financial Management) Regulations, the report includes the required Statement of Financial Position and Statement of Financial Activity. Supplementary information that is not prescribed by legislation has been temporarily excluded. The Town intends to reinstate the additional information in future reports. This report has included an additional note since the previous report, notably; Capital Acquisitions. Borrowings, lease liabilities and budget amendments notes were added back in the February report.

The following comments and/or statements provide a summary of major financial/budget indicators and are included to assist in the interpretation and understanding of the attached financial statements. The requirement to address material variances as per (1)(d) of Regulation 34 is also addressed below.

- The net current funding position as at 31 March 2026 was \$4,688,974.
  - Operating revenue is lower than the year-to-date budget by \$271,484, while operating expenditure is under budget by \$2,844,662. It is important to note that this variance includes unposted depreciation of \$2,490,740; excluding this timing difference, the net variance would be \$353,922 under budget.
  - Grants, subsidies, and contributions are under budget by \$137,385. This is a timing variance only as acquittals occur later in the year.
-

- Profit on asset disposals are over budget by \$63,014 due to assets not being disposed in the asset system, this is a timing variance.
- Depreciation is under budget by \$2,490,740 as no depreciation transactions have been processed. These will occur in June and is a timing variance only.
- The balance of cash-backed reserves was \$8,341,979 as at 31 March 2026, as no reserve transfers have been processed yet.
- The Town has 41.62% of its term deposit investments with the Westpac Banking Corporation, 36.57% of funds invested with the National Australia Bank, and 21.81% with the Commonwealth Bank of Australia.

### **BUDGET AMENDMENT**

The Town has identified the need to optimise its public place bin network in preparation for the upcoming foreshore upgrade and the renewal of its waste services contract in 2027. There are currently 178 public bins in service, many of which reflect legacy placements that no longer align with changes in public usage, collection frequencies, or service requirements.

A budget amendment is required to formally approve an audit of the bin network. Subject to Council approval, this work can commence immediately and will be funded from the Waste Management Reserve.

To enable the project, a budget amendment of \$20,000 is sought to recognise the allocation from the reserve and the associated operational expenditure.

### **ATTACHMENTS**

- 10.1.3(a) Monthly Financial Report - for the period ending 31 March 2026 [under separate cover]**

### **CONSULTATION**

Internal

### **STATUTORY IMPLICATIONS**

*Local Government Act 1995*

Section 6.4

*Local Government (Financial Management) Regulations 1996*

Regulation 34

### **POLICY IMPLICATIONS**

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

### **STRATEGIC IMPLICATIONS**

This report is consistent with the Town's *Council Plan 2023-2033*.

Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance.

Major Strategy 4.3: Deliver open, accountable and transparent governance.

### **RESOURCE IMPLICATIONS**

The financial results for the month show operating revenue tracking below budget by approximately 2 per cent, while operating expenditure is under budget by approximately 18 per cent. This outcome continues to reflect a mix of over- and under-performance across individual revenue and expenditure categories. When depreciation is excluded, the combined impact of these movements results in an overall operating surplus position of 0.51 per cent as at 31 March 2026.

Cash flow remains stable, and based on current trends, no adverse impacts are expected for the remainder of the financial year. Existing funding and operational capacity are sufficient to meet ongoing service delivery and financial commitments. Resource requirements are in accordance with the existing budgetary allocation.

The proposed budget amendments are fully offset by Reserve funding and will have no net impact on Council's overall financial position.

### **ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS**

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

### **RISK MANAGEMENT IMPLICATIONS**

Compliance Risk - Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires that monthly financial reports be presented at an ordinary council meeting within two months of the end of the relevant month. Failure to accept this report may result in the Town not meeting its legislative obligations.

### **VOTING REQUIREMENT**

Absolute Majority

**OCM071/2026**

### **OFFICER RECOMMENDATION AND COUNCIL RESOLUTION**

**Moved Cr Barrett**

**Seconded Cr Irvine**

**THAT Council;**

- 1. APPROVES by ABSOLUTE MAJORITY the amendments of the 2025/2026 annual budget as follows;**
  - a. Increase of \$20,000 to operating expenditure for the Public Waste Bin Review;**

b. Increase of \$20,000 to Transfer from Waste Management Reserve;

2. RECEIVES the Monthly Financial Statements for the period 1 July 2025 to 31 March 2026.

Carried 6/0

For: Crs Heath, Young, Sadler, Bulbeck, Irvine and Barrett,

Against: Nil

Q: Please provide more information on the capital acquisitions note, in particular on the Buildings – specialised year to date spend of \$91,346 against budget of \$377,905?

A: The capital acquisitions note presents actual expenditure against the adopted budget. Included in this figure is the budget for the South Cottesloe Toilet project, which was revised under OCM018/2026. This amendment reduced the specialised buildings budget to \$77,905, resulting in an apparent year-to-date overspend of \$13,441.

Of this variance, \$5,855 relates to costs committed for the South Cottesloe Toilet project prior to the budget amendment being approved. The remaining variance is attributable to additional renewal works required for lower lawn balustrade repairs.

To improve transparency and accuracy, future reporting will present year-to-date expenditure against the amended budget.

**DEVELOPMENT AND REGULATORY SERVICES****10.1.4 ADOPTION OF PARKING STRATEGY 2026-2029**

<b>Directorate:</b>	<b>Development and Regulatory Services</b>
<b>Author(s):</b>	<b>Steve Cleaver, Director Development and Regulatory Services</b>
<b>Authoriser(s):</b>	<b>Mark Newman, Chief Executive Officer</b>
<b>File Reference:</b>	<b>D26/53899</b>
<b>Applicant(s):</b>	<b>Nil</b>
<b>Author Disclosure of Interest:</b>	<b>Nil</b>

---

**SUMMARY**

The purpose of this report is to seek Council's adoption of the Parking Strategy 2026–2029 for the Town of Cottesloe. This Strategy replaces the 2021–2024 Parking Strategy and outlines a series of recommendations to ensure parking availability across the district. It incorporates measures such as location-based controls, time restrictions, and paid parking.

**OFFICER RECOMMENDATION IN BRIEF**

Council is requested to endorse the Parking Strategy 2026-2029, which will replace the previous Parking Strategy 2021-2024. The strategy serves as a guiding document for Council in planning future projects and allocating operational funding through upcoming budgets.

**BACKGROUND**

The Strategy builds upon work undertaken as part of 2021-2024 Strategy, as well as traffic parking analysis associated with the Cottesloe Village Precinct Structure Plan since 2019. This includes studies by Flyt Transport Consultancy and AECOM, which identified parking congestion in the Cottesloe Village during peak times.

In 2025/26, Council allocated funding to engage a consultant to review previous studies and develop an updated Parking Strategy to address identified issues. Following a request for quotation process, CK Consulting were appointed to undertake the work.

In December 2025, the Town conducted community consultation via its engagement hub, seeking feedback on parking experiences in Cottesloe. The results of this survey are included in the draft report (pg. 10) and were presented to Council at the February 2026 Ordinary Council Meeting, which subsequently endorsed the draft Parking Strategy for public advertising in March 2026 for a four-week consultation period.

**OFFICER COMMENT**

A total of 226 submissions were received through the engagement hub portal. The draft Strategy also received coverage through local and state media.

A significant proportion of submissions focused on paid parking at the Cottesloe Foreshore, although this is not proposed in the draft Strategy.

Many respondents acknowledged existing parking pressures and congestion in Cottesloe. Regarding paid parking in the Village/Town Centre, 57 submissions addressed the issue, with 28 expressing support and 29 opposing its introduction.

Feedback indicated strong opposition to paid parking at the beach. The Strategy does not propose this; rather, it recommends that Council continue advocating for the removal of State Government regulations preventing the introduction of paid parking west of Broome Street. This would place Cottesloe on a similar footing to other coastal local governments.

The parking context at the coast differs significantly from the Village. Coastal congestion is typically limited to summer weekends, whereas the Village experiences regular congestion between 10:00 am and 2:00 pm on weekdays. The Strategy supports relaxing parking restrictions during low-demand periods, such as evenings, off-season times, and when Ranger services are not operational.

The consultant's report highlights that paid parking is primarily intended to increase turnover and availability, thereby enhancing patronage for local businesses.

While some respondents opposed paid parking, no alternative measures were identified that could effectively reduce congestion while supporting economic activity. The CK Consulting report identified widespread overstays and non-compliance with time limits; therefore, reducing time restrictions alone is unlikely to improve outcomes.

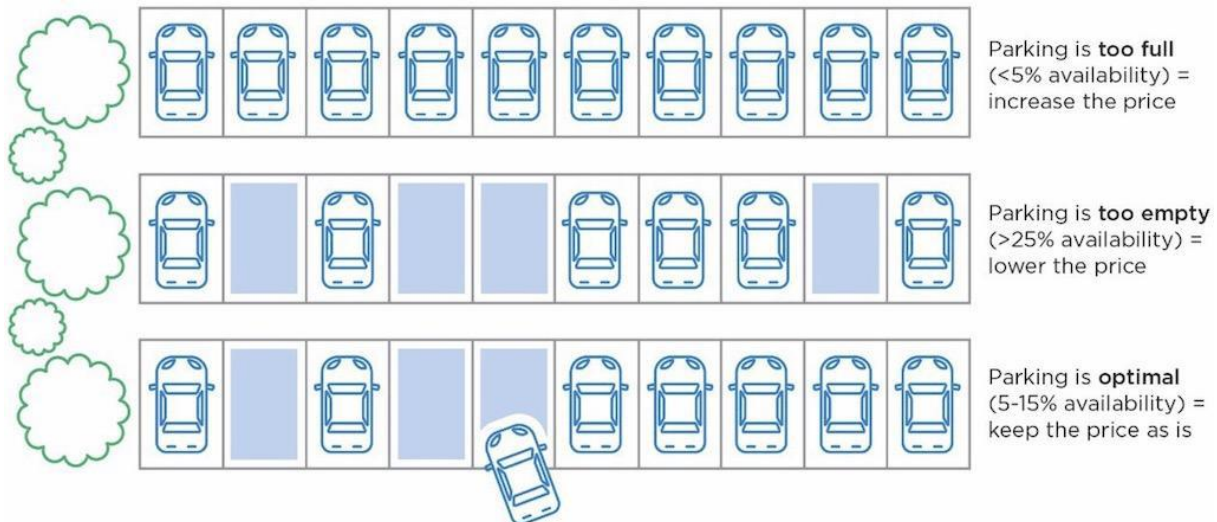
Several respondents expressed conditional support for paid parking where the following measures are included:

- Resident exemptions or permit schemes
- A free initial parking period
- Transparent reinvestment of revenue into local infrastructure, pedestrian safety, cycling initiatives, and amenity improvements

This support was generally directed toward town centres and commuter areas rather than coastal locations.

The Administration does not support free parking as a default, as it typically reduces turnover and limits the economic benefits for Town Centre businesses associated with improved parking availability.

The strategy proposes a demand-based model whereby pricing and time restrictions are adjusted to maintain approximately 5-15% parking availability, as illustrated below.



A key principle is that revenue from paid parking should be reinvested in the area in which it is generated, funding infrastructure upgrades, alternative transport initiatives, and amenity improvements. Council may consider establishing a dedicated reserve fund for this purpose.

The Strategy also recommends:

- Digital parking wayfinding systems
- Partnerships with alternative mobility providers
- Expansion of parking permit systems
- Collaboration with State and Federal Governments on EV charging infrastructure

An implementation plan is outlined on page 49 of the Strategy.

#### IMPLEMENTATION (2026/27)

Subject to Council adoption, the following matters will be presented in separate reports:

- Introduction of hourly parking fees in the Town Centre (ACROD holders exempt), including capped daily fees
- Allocation of \$150,000 for ticket machines and \$20,000 for software costs in the 2026/27 budget, including pay-by-phone capability
- Introduction of metered parking zones and associated signage in accordance with the Parking and Parking Facilities Consolidated Local Law 2024
- Consideration of time restrictions for currently untimed car parks (Brixton Street and Railway Street), and potential extension to nearby streets if overspill occurs

#### ATTACHMENTS

**10.1.4(a) Town-of-Cottesloe-Parking-Strategy [under separate cover]**

#### CONSULTATION

Community consultation was undertaken in March 2026, with 226 submissions received via the engagement hub. The Strategy was also promoted through local and state media.

**STATUTORY IMPLICATIONS**

Local Government Act section s6.8 (1)(a), s6.16,  
Parking and Parking Facilities Consolidated Local Law 2024

**POLICY IMPLICATIONS**

Purchasing Policy

**STRATEGIC IMPLICATIONS**

This report is consistent with the Town's *Council Plan 2023-2033*.

Priority Area 3: Our Prosperity - A vibrant and sustainable place to live, visit and enjoy.

Major Strategy 3.1: Activating Cottesloe and Swanbourne town centres and increasing their appeal, attracting more local business and visitors.

**RESOURCE IMPLICATIONS**

- Paid parking is expected to generate increased revenue, offsetting reductions in infringement revenue
- Existing staffing levels are expected to be sufficient
- Revenue will first offset current parking deficits, with any surplus reinvested into parking and infrastructure, particularly within Cottesloe Village
- Capital allocation: \$150,000 (machines) + \$20,000 (software) in 2026/27

**ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS**

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

**RISK MANAGEMENT IMPLICATIONS**

Risk is assessed as moderate. Without intervention, parking pressures will continue to negatively impact liveability across residential, commercial, and coastal areas.

A communications strategy should be developed to ensure community understanding of the Strategy's purpose.

**VOTING REQUIREMENT**

Simple Majority

**OCM072/2026**

**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Bulbeck

**THAT Council**

1. **ENDORSE** the Parking Strategy 2026-2029;
2. **AUTHORISES** the Chief Executive Officer to undertake a request for quotations for parking ticket machines and associated software, prior to the 2026-2027 Budget; and
3. **REQUESTS** the Administration to develop a comprehensive communications strategy for the implementation of the Parking Strategy 2026-2029

**Carried 6/0**

**For: Crs Heath, Young, Sadler, Bulbeck, Irvine and Barrett,**

**Against: Nil**

**10.2 RECEIPT OF MINUTES AND RECOMMENDATIONS FROM COMMITTEES**

**10.2.1 RECEIPT OF SEA VIEW GOLF CLUB REDEVELOPMENT ADVISORY COMMITTEE MINUTES**

**Attachments: 10.2.1(a) Unconfirmed Minutes - Sea View Golf Club Redevelopment Advisory Committee Meeting - 23 April 2026 [under separate cover]**

**OCM073/2026**

**Moved Cr Heath      Seconded Cr Irvine**

**THAT Council RECEIVES the attached Unconfirmed Minutes of the Sea View Golf Club Redevelopment Advisory Committee Meeting held on Thursday, 23 April 2026 at 4pm and ADOPTS the recommendations contained within.**

**Carried 6/0  
For: Crs Heath, Young, Sadler, Bulbeck, Irvine and Barrett,  
Against: Nil**

**10.2.2 RECEIPT OF AUDIT, RISK AND IMPROVEMENT UNCONFIRMED MINUTES**

**Attachments: 10.2.2(a) Unconfirmed Minutes - Audit, Risk and Improvement Committee - 11 May 2026 [under separate cover]**

**OCM074/2026**

**Moved Cr Barrett      Seconded Cr Irvine**

**THAT Council RECEIVES the attached Unconfirmed Minutes of the Audit, Risk and Improvement Meeting held on 11 May 2026 and ADOPTS the recommendations contained within.**

**Carried 6/0**  
**For: Crs Heath, Young, Sadler, Bulbeck, Irvine and Barrett**  
**Against: Nil**

**11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY:**

**12.1 ELECTED MEMBERS**

Nil

**12.2 OFFICERS**

Nil

**13 MEETING CLOSED TO PUBLIC**

**13.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

**13.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC**

**14 MEETING CLOSURE**

The Presiding Member announced the closure of the meeting at 6:34 pm.