

# **TOWN OF COTTESLOE**



## **FULL COUNCIL MEETING MINUTES**

**SPECIAL MEETING OF COUNCIL,  
HELD IN THE COUNCIL CHAMBERS,  
COTTESLOE CIVIC CENTRE,  
7.00PM, MONDAY, 07 JULY, 2003**

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

Mayor Rowell announced the meeting opened at 7.00pm.

**2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE  
(PREVIOUSLY APPROVED)**

**Councillors In Attendance**

Mayor Rowell (Chairperson)  
Cr Daniel Cunningham  
Cr Arthur Furlong  
Cr Bryan Miller  
Cr Kevin Morgan  
Cr William Robertson  
Cr Anthony Sheppard  
Cr Jack Walsh

**Officers in Attendance**

Mr Stephen Tindale                          Chief Executive Officer

**Apologies**

Cr Peter Jeanes  
Cr Victor Strzina  
Cr John Utting  
Mr Malcolm Doig                          Manager, Engineering Services  
Mr Stephen Sullivan                      Manager, Development Services  
Mr Alan Lamb                              Manager, Corporate Services.

**3 PUBLIC QUESTION TIME**

Nil.

**4 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil.

**5 PUBLIC STATEMENT TIME**

Nil.

## 6 REPORTS OF COMMITTEES AND OFFICERS

### 6.1 PRINCIPAL ACTIVITIES PLAN

**File No:** X12.3  
**Author:** Mr A Lamb  
**Author Disclosure of Interest:** Nil  
**Report Date:** 3 July, 2003  
**Senior Officer:** Mr S Tindale

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#### SUMMARY

This report was prepared to table the Principal Activities Plan for the period July 2003 to June 2007 for adoption by Council.

#### STATUTORY ENVIRONMENT

The Principal Activities Plan is reviewed each year as a mandatory exercise under the provisions of section 5.56 of the Local Government Act (1995). The Act provides that public notice is to be given inviting lodgement of submissions within 42 days.

#### POLICY IMPLICATIONS

Nil.

#### STRATEGIC IMPLICATIONS

Preparation of the Principal Activities Plan aligns with District Development – Asset Management - under the Strategic Plan.

#### FINANCIAL IMPLICATIONS

The Plan is not a commitment to expend funds.

#### BACKGROUND

The Plan for the next 4 years was advertised in the 'West Australian' (14/5/03) and 'Post' (16/5/03) and a notice placed on Council's notice board (12/5/03 and will remain there until 23/6/03) and at the Library inviting submissions. The submission period closed on 25 June, 2003, and one submission was received from Mr C. Wiggins. It is suggested that the comments made by Mr Wiggins be considered in the context of Council's review of its strategic plan as this will provide the objectives and measurements of performance against these objectives for future planning and reports such as the Principal Activities Plan.

#### CONSULTATION

No external consultation was conducted other than the statutory advertising for submissions.

**STAFF COMMENT**

The Principal Activity Plan for the period July 2003 to June 2007 was prepared with input from relevant managers and other members of staff based on underlying programs where these existed.

**VOTING**

Simple Majority.

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION**

Moved Cr Miller, seconded Cr Cunningham

**That Council adopt the draft Principal Activities Plan for the period 2003-2007 at a special budget meeting of council to be held in July 2003.**

Carried 8/0

**6.2 DRAFT BUDGET FOR THE PERIOD 2003/04**

**File No:** C7.6  
**Author:** Mr A Lamb  
**Author Disclosure of Interest:** Nil  
**Report Date:** 3 July, 2003  
**Senior Officer:** Mr S Tindale

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**SUMMARY**

The purpose of this report is to put the draft 2003/04 Budget to the Works and Corporate Services Committee for review and recommendation to a meeting of Council to be held in July.

**STATUTORY ENVIRONMENT**

Section 6.2 of the Local Government Act provides that not later than 31 August in each financial year each Local Government is to prepare and adopt a budget for its municipal fund for the year ending on the next following 30 June. This is interpreted to mean that Councils cannot adopt their annual budgets until the commencement of the year to which they apply, and so Council could not adopt its budget until July.

**POLICY IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

None other than those shown in the Draft Budget.

**BACKGROUND**

A copy of the draft budget was circulated to all Members.

**CONSULTATION**

The Draft Budget has been developed with wide involvement of staff and a number of workshops/briefing sessions were held for Councillors and senior staff.

**STAFF COMMENT**

The Draft Budget was put to the Works and Corporate Services Committee for its consideration and recommendation to a Council meeting to be held in July.

**VOTING**

Absolute Majority Required.

**OFFICER RECOMMENDATIONS & COUNCIL RESOLUTIONS****(1) ADOPTION OF 2003/2004 BUDGET- SECTION 6.2 LOCAL GOVERNMENT ACT 1995**

Moved Cr Miller, seconded Cr Sheppard

**That Council resolve that:**

- (a) The budget for the financial year ending 30 June 2004, be received and adopted.**
- (b) The Statement of Cash Flows for the financial year ending 30 June 2004, be received and endorsed.**
- (c) The Statement of Amount to be made up from rates for the financial year ending 30 June 2004, be received and endorsed.**
- (d) That the Operating Statement Budget showing expenditure of (\$6,288,711) and revenue of (\$6,170,672) for the financial year ending 30 June 2003, be received and endorsed.**

Absolute Majority Attained, Carried 8/0

**(2) ADOPTION OF RATE - SECTION 6.32 LOCAL GOVERNMENT ACT 1995**

Moved Cr Miller, seconded Cr Sheppard

**(a) General Rate**

**That a rate of 7.332 cents in the dollar on Gross Rental Value of all the rateable property within the Municipality of Cottesloe be imposed for the financial year ending 30 June 2004.**

**(b) Minimum Rate**

**That a minimum rate of \$637 be imposed for the financial year ending 30 June 2004.**

**(c) Refuse Collection**

**That a once per week service of a 120 litre mobile garbage bin (MGB) for general household rubbish and a 240 litre MGB for recyclable household rubbish be included in the rate charge for residential properties. Additional services per week for residential properties to be charged at the rate of \$195 (inclusive of GST) per annum.**

**That the following charges apply to commercial properties:**

- One service per week - 240 litre MGB - \$177 per annum (GST not applicable)**
- Up to four additional services per week - 240 litre MGB - \$205 per annum (inclusive of GST)**
- A fifth and subsequent additional services per week – 240 litre - \$195 per annum (inclusive of GST)**

- Recycling collection service – 240 litre MGB - \$100 per annum (inclusive of GST)
  - Bulk waste – 1100 litre bulk bin - \$17.20 per service (inclusive of GST)
  - Cardboard and paper - wool bale - \$13.20 per service (inclusive of GST)
- (d) **Administration Charge - Section 6.45 (3) Local Government Act 1995**  
That an administration charge of \$42 be imposed where payment of a rate or service charge is made by instalments, except that Eligible Pensioners will be excluded from paying the charge.
- (e) **Interest - Section 6.51 Local Government Act 1995**  
That an interest rate of 11% per annum be applied to rates and service charges levied in the 2003-2004 financial year which remain unpaid after they become due and payable and where no election has been made to pay the rate or service charge by instalments.
- (f) **Rates Instalment Payment Option**  
That the following rates instalment options be adopted:

**Option 1**

To pay the total amount of rates and charges included on the rate notice in full by the 35<sup>th</sup> day after the issue.

OR

**Option 2**

*To pay by four (4) instalments, as will be detailed on the rate notices with the following anticipated dates:*

First Instalment due by 2 September, 2003

Second Instalment due by 3 November, 2003

Third Instalment due by 8 January, 2004

Fourth Instalment due by 11 March, 2004

Absolute Majority Attained, Carried 8/0

**(3) INTEREST ON MONEY OWING - SECTION 6.13 OF THE LOCAL GOVERNMENT ACT 1995**

Moved Cr Miller, seconded Cr Robertson

That an interest rate of 11% per annum may be applied to any amount not paid within 35 days of the date of the issue of the account.

Absolute Majority Attained, Carried 8/0

**(4) MEMBERS MEETING ATTENDANCE FEES - SECTION 5.99 LOCAL GOVERNMENT ACT 1995**

Moved Cr Miller, seconded Cr Furlong

That the annual meeting attendance fee be \$4,000 for Council Members and \$8,000 for the Mayor.

Absolute Majority Attained, Carried 7/1



**(5) MAYOR AND DEPUTY MAYORAL ALLOWANCE – SECTION 5.98 AND 5.98A LOCAL GOVERNMENT ACT 1995**

Moved Cr Miller, seconded Cr Furlong

**That the Mayoral Allowance be \$2,200 and the Deputy Mayoral Allowance be \$550.**

Carried 8/0

**(6) TELECOMMUNICATIONS FEE - ELECTED MEMBERS – POLICY**

Moved Cr Miller, seconded Cr Furlong

**That the Telecommunication Fee – Elected Members Policy be amended to provide for an annual telecommunication fee of \$1,400.**

Carried 8/0

**7 MEETING CLOSURE**

The Mayor announced the closure of the meeting at 7.04pm.

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