

TOWN OF COTTESLOE



2009 / 2010

ANNUAL REPORT

OUR VISION

An iconic coastal community with a relaxed lifestyle.

OUR MISSION

To preserve and improve Cottesloe's natural and built environment and beach lifestyle by using sustainable strategies in consultation with the community.

UNDERPINNING PRINCIPLES

Sustainable Development

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

Community Participation

Effective community participation in decisions about the district and its future.

Good Governance

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

Co-operation

The exchange of good practice, support and mutual learning and partnerships with government and other stakeholders to progress the Town.

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OUR ELECTED MEMBERS – JUNE 2010



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MAYOR'S REPORT

I am pleased to present the Annual Report for the Town of Cottesloe for 2009/2010 and I highlight the following issues of interest from the work of your Council.

Local Government Reform

Since February 2009 when the Minister for Local Government launched a wide-ranging reform of the local government sector, this Council has considered the issues of amalgamation and the Regional Transition Group (RTG) process. In September 2009 Council completed its reform submission, and following a later invitation the Council in March 2010 advised the Minister that the Town was willing to enter into an RTG to stage 1 (development of a business plan) and then review its position, subject to a number of specific conditions. The RTG partners were limited on the Towns of Claremont and Mosman Park and Shire of Peppermint Grove. In May 2010 the Town advised the Minister that in light of the positions adopted by the Town of Mosman Park and Shire of Peppermint Grove that the Town was unable to enter into an RTG. It was therefore resolved to form a Regional Council and invite the Towns of Claremont and Mosman Park and Shire of Peppermint Grove to participate. In August this year Council again reaffirmed entering an RTG with Mosman Park, Claremont, and Peppermint Grove, and including boundary adjustments with North Fremantle and the coastal strip of Swanbourne.

Local Planning

As reported last year, and once again this year, now nearly 5 years after lodging our draft Local Planning Scheme No. 3 with the State Government, Cottesloe is still waiting for its final approval by the Minister for Planning. This is despite that draft having since been amended to accommodate changes demanded by the Minister, including all changes recommended by a panel of experts during the Enquiry-by-Design (EbD) process jointly conducted with the State Government to determine height controls for the Cottesloe Beach Hotel and Ocean Beach Hotel sites.

Once in place the new scheme will guide the strategic direction and statutory regulation of land use and development in Cottesloe for at least the next 6 years. In anticipation of our scheme being finalised Council has been developing our vision for the foreshore and planning for our Town Centre.

In addition the State Government's introduction of the Approvals & Related Reforms (no 4) (Planning) Bill 2009 has also created significant work and consideration by all local governments and will result in changes to the way some planning approvals are determined including the introduction of Development Assessment Panels (DAP's) and local Improvement Schemes. Despite Council's opposition to these changes they have been subsequently endorsed by State Parliament.

Library and Community Centre

After lengthy and detailed planning, construction is nearly complete on our new joint library and community centre, the Grove.

Sustainability

Sustainability is a significant feature of the Town's operations. Social, environmental and economic sustainability form the basis of a long term commitment to our community's future, informing strategic planning activities, and providing significant opportunities to reduce our ecological footprint, thus conserving resources for future generations. This year we have, amongst other projects, delivered our Living Smart course, worked with our Coastcare volunteers in implementing our Natural Areas Management Plan, continued with our successful anti-littering campaign and Cott Cat shuttle services and successfully completed our four year 'think water' campaign.

Elections

The local government election of October 2009 saw the retirement of Councillors John Utting and Bryan Miller and I take this opportunity to thank them for their commitment and service to the Town. We have also seen the return of Councillors Patricia Carmichael, Jo Dawkins and Ian Woodhill and we welcome Councillors Rob Rowell and Davina Goldthorpe. As your re-elected Mayor I thank you for your support and look forward to leading your new Council on your behalf.

Special Thanks

On behalf of the Town, I thank each and every one of you for your contribution to the community life of Cottesloe. I also thank councillors, staff and our many community volunteers for their commitment and efforts to improve our community.

Kevin Morgan
Mayor

CHIEF EXECUTIVE OFFICER'S REPORT

During the last 12 months the day to day business of Council has kept the administration fully occupied and we have either completed or nearly completed some major capital projects, including the National Water Initiative and construction of the *Grove Library & Community Centre*.

Strategic Planning

Local Government *reform* has been an ongoing issue throughout the year and this will continue into 2010/11. We are also hopeful that our proposed Planning Scheme No. 3 will be endorsed very soon as this will deliver some planning certainty for our community. The State Government's introduction of the *Approvals & Related Reforms (no 4) (Planning) Bill 2009* will also result in changes to the way some planning approvals are determined in the future.

Council's Strategic Planning Committee met on four occasions during 2009/10 and focused on priorities from its Future Plan including; regular action plan reviews, local government reform, the setting of key result areas for the CEO, future use of the Civic Centre, a process to achieve carbon neutral status for the Town, and State government planning reforms.

Communication

2009 saw a successful Council election in October and a new Council formed, with the return of the Mayor and most Councillors for an additional term. This will see the retention of corporate knowledge and leadership in Council and the continued advancement of key strategic projects. We have maintained our practice of keeping the community informed throughout the year with our monthly Cottesloe News page, local advertisements, use of the website and via the Civic Centre and Library notice boards. In addition Council also endorsed an update of its website, and we have been working to both redesign and improve functionality of the site. Data transfer and information updates should see the launch of the new site in October 2010.

Town Operations

Our budget this year has been focused on achieving Council's priorities and objectives and is underpinned by a number of five (5) year programs for our major infrastructure and asset classes. We have continued to invest in capital projects including road resurfacing, drainage, footpaths and playground equipment, and Council has identified

two key projects for 2010/11, including the relocation of depot operations and the restoration of the War Memorial Town Hall roof. The Town is in good financial shape, notwithstanding the use of loan funds for the Civic Centre and new library and work on our long term financial sustainability has resulted in Council adopting the new ten (10) year Plan in August 2010.

Administration

The organisational structure of the Town is relatively static and reflects the stability of an established residential suburb. Quality staff are a critical component of any business success and during the year we have welcomed some new faces to the team at Cottesloe. We look forward to their contribution and efforts in maintaining and improving our services to our residents and ratepayers. In particular I would like to specifically make mention of Petra Zele our sustainability officer who tragically passed away in June this year. Petra was a bright and friendly young woman who will be greatly missed by her colleagues in Cottesloe.

Year Ahead

In the next twelve months Council has identified a number of strategic projects that will require the administration's time and resources, including a finalisation of the LPS3 process, opening of the Grove library, completion of the War Memorial roof restoration, progressing solutions for Council's depot operations and existing site, planning for the redevelopment of the foreshore precinct, Station Street and Town Centre land, review of Council's strategic plan and a review of ward boundaries and elected member numbers.

As your CEO, I would like to express my appreciation to the Mayor, Councillors and staff for their professionalism and support throughout 2009/10. I am proud of the achievements listed in this report, and our compliance with all statutory obligations required under legislation. Once again, I am looking forward to working with our professional and committed team of staff and elected members to deliver high quality services to our community.

Carl Askew
Chief Executive Officer

ENGINEERING SERVICES REPORT

National Water Initiative Project

This four year \$2.58 million project is now completed, with the final 100 side entry soak pits installed, two ocean outfall drains closed and one open drainage sump opposite the Marine parade and Forrest St intersection converted to an underground detention system and landscaped.

The last of three public education packages was also developed in the form of hand towels and tea towels featuring Think Water reminders and made available from the Civic Centre. This package may now be taken up by other WESROC councils and the Department of Water for widespread use, similar to the first two packages.

Roadworks

Under Councils 5 year road resurfacing program, five streets (Balfour St, Edward St, Napier St, Salisbury St and Warnham Rd) received asphalt resurfacing with new drainage pits and some replacement kerbing.

Playgrounds

The Railway St playground received replacement equipment and the Marine Parade/Beach Street playground was equipped with a shade sail and with extra play equipment.

Blackspots

A total of four sites received Blackspot improvements. These were improved lighting at the Forrest Street/Broome Street intersection, intersection islands at the North St/Elizabeth St intersection, a median island in Eileen St at the Marine Parade intersection and a four way intersection island treatment at North St/Lyons St. One of these works received 100% funding from the Federal Blackspot program, with the remaining sites receiving two thirds funding from the State Blackspot program

Footpaths

Ten sections of concrete slab footpaths were replaced with in-situ concrete during 2009/10. This work included pedestrian access ramps designed for disability access at all path intersections with street kerbing.

Community Improvement Works

A new asphalt surfaced, drained and kerbed carpark was installed on the west side of Railway St, near Vera St.

The Cottesloe Beach Pylon received major restoration works on the upper shaft and its connection to the concrete base. This was stage one of a two stage project. Funds expended on the project came from the State Lotteries Commission and from the Federal Regional and Local Community Infrastructure Program.

Geoff Trigg

Manager Engineering Services

CORPORATE & COMMUNITY SERVICES REPORT

Finance and Administration Services

The income statement shows a net result for 2009/10 of \$941,127 against an estimated deficit for the year of \$46,833. The favourable variance arises from higher than expected operating revenue with increased interest received and parking revenue as well as generally lower than budgeted expenses across all programs.

General Purpose Funding was \$257,501 more than budgeted due primarily to higher than anticipated interest received. This followed the delayed start of the library compare to what we had been planned. The funds we had set aside were invested and produced additional interest revenue.

Community Amenities revenue was \$219,817 more than expected due to the Town's equity in the Western Metropolitan Regional Council increasing by \$171,209 and an additional \$51,617 in town planning application fees. Expenditure in Community Amenities was \$261,167 under budget with lower than budgeted legal expenses and scheme review costs in Town Planning.

Transport revenue was \$183,069 more than expected due to the combination of favourable parking revenue and higher grant income. Transport expenditure was \$225,373 lower mainly due to decreased expenditure by Council on road, footpath and drainage maintenance, and decreased expenditure by rangers on contractors.

Governance expenditure was \$56,999 lower than expected with expenditure on IT contactors down \$48,560.

Law, Order & Public Safety expenditure was under budget by \$100,650 due mainly to lower than anticipated expenses for Ranger Services. This is a combination of lower contractor costs and wages.

Economic Services expenditure was down \$40,870 due to lower than expected costs in the areas of wages, building consultants and administrative overheads.

Ranger Services

This was the first year that included a full year of meter-eye on the beachfront and in the town area. There was an increase of 1,957 (41.3%) on infringements from last year. A factor in the increase was the long summer enjoyed this year.

The other significant activity this year was the development of a trial of ranger services for the Towns of Cottesloe, Claremont and Mosman Park and the Shire of Peppermint Grove. The trial commenced July 2010.

Parking Infringement Statistics

Total Parking Infringements	6696
Cautions Issued	10
Infringements Sent to F E R	805
Reminder Notices Sent	3854
Final Demand	2166
F E R Warning Notice	1490
Prosecutions	12

Dog Control Statistics

Dog Attacks	1
Dog Nuisances	8
Dogs Impounded	28
Cautions Issued	859
Infringements issued	5
Reminder Notices Sent	0
Final Demands Sent	0
Prosecutions	0

Beach Patrols

Surf Life Saving Western Australia continues to provide contract lifeguard services at Cottesloe Beach. During patrol hours between 1 October 2009 and 30 April 2010, over 302,000 people attended Cottesloe Beach. This represented an increase of 30.8% on the previous year and was mainly due to favourable conditions and a longer than average duration for the summer period.

The service attended 290 calls for first aid (the majority being for marine stings and abrasions) and 9 rescues (up from 4 in the previous year). Over 1,053 preventative actions were initiated.

Library Services

For the year 2009-10 the Cottesloe-Peppermint Grove-Mosman Park Library received 115,910 visitors averaging 420 per day. This was a slight decrease on the previous year due to the disruption caused by the building project. However there were over 130,000 virtual visitors making use of the catalogue, membership facilities and online databases demonstrating that the library continues

CORPORATE & COMMUNITY SERVICES REPORT

to provide a service representing good value for money and meeting its vision; to be a vibrant, active service that contributes to an educated, informed, recreated and connected community.

Cottesloe residents continue to use and value the library with 38.35% of residents holding current membership. This figure is conservative as many families opt for one or two memberships per household; 16 items may be borrowed on each card.

The cost of the library to the three Councils in the 2009-10 financial year was \$895,543 or \$52.43 per capita or \$118.26 per member. Cottesloe's contribution was 44.31%. The operational cost of the library to the three Councils represents 4% of their revenue.

Over the year a total of 190,126 items were lent averaging 689 items per day. This was slightly down on the previous year due to the building program. The number of loans per year, per member was 25. In addition at least 12,189 people used the Public Internet services while a growing number connect to the global network on their own laptops through the library's wireless service.

Programs for all ages continued including Books on Wheels, early childhood storytelling, Baby Rhyme Times, Children's Book Week class visits, computer classes, reading programs, writing workshops, book launches, author talks, live theatre and community education sessions on a variety of subjects. Assistance was received through the participation of a range of community organisations and volunteers including Friends of the Library to make these programmes, services and activities possible.

The Local History Collection is steadily growing with the assistance of some dedicated volunteers. There are over 600 images in the photographic collection of which 250 are available online at <http://www3.photos.com/thegrovelibrary/script/home.asp>. The oral history program added a further 15 interviews bringing the number of recorded oral histories to 141. Subject areas covered include sporting and recreational activities, the beaches, surf life saving, business and retail trade, cinemas and social life, daily living, the river and its importance to the community, flora of the area, prominent local identities, architectural observations and council

affairs. Work is continuing to make these resources readily accessible.

The annual Literature Prize: *Now and Then* was again well supported the total number of entries received since its inception in 2005 is 588. Valuable contributions are being made to the collected knowledge of the social, environmental and cultural history of this area. The partnership with National Trust WA continues to be strengthened through collaborative and material sponsorship.

Construction of the library and community centre commenced in June 2009 and the library opened in the new premises on 16 August 2010. Following an extensive consultation process the new library was now named The Grove: *Leading. Learning. Living.* Completion of all site works and landscaping is expected by mid-November 2010.

Graham Patrick
Manager Corporate & Community Services

DEVELOPMENT SERVICES REPORT

During 2009-2010 the Town Planning team has provided ongoing customer service, progressed the Scheme Review and planning projects, and liaised with owners, designers, neighbours and the community in the assessment of planning proposals.

The team deals with development applications and compliance, subdivision referrals, town planning scheme amendments, property enquiries, general planning enquiries, building licences and signage. In addition, the team works on the new local planning scheme, strategic plans, planning studies and policies, heritage and regional planning matters.

Development Applications

Cottesloe has continued to attract proposals for new homes or extensions/renovations to existing homes which entail high-quality architecture and building finishes. The coastal topography and climate can be a challenge to design and meeting development requirements, whilst respecting the character of streetscapes and contributing to residential amenity.

During the year 253 development and 29 demolition planning applications were processed by the Town, mainly handled by staff under delegated authority. The remainder were referred to the Development Services Committee and Council, as they were major proposals or involved a significant exercise of discretion. A few were regional planning approvals involving the Western Australian Planning Commission (WAPC). Of those referred to Council, most were approved, while only a couple were deferred for revision or refused. The total number was a moderate increase from the previous year. The volume which went to Council was limited by staff facilitating proposals suitable for delegated determination. The bulk of applications comprised new dwellings (many being two-storey) or residential renovations, carports/garages, fences and swimming pools; as well as variations to approvals, alterations to commercial premises, signs and so on.

The town centre and beachfront have attracted various proposals for changes of use and improvements to particular properties throughout the year, and additional concepts are being formulated for these localities – there are indications that the Town Centre is likely to be a focus of further development proposals.

Subdivisions

Only 6 subdivision or survey strata proposals were received during the year for referral to and determination by the WAPC. This was a decrease from the previous year and represents a relatively low level of subdivision activity in the built-up district.

Compliance

Compliance monitoring, problem-solving, informal negotiation/mediation and enforcement action comprises another important task in relation to all of the types of approvals managed by the Planning staff in liaison with the Building staff. This ensures that developments are implemented correctly and that amenity impacts are minimised.

State Administrative Tribunal

In considering development applications, performance assessment, discretion and the ability to impose conditions means that Council can most often achieve balanced outcomes to address all concerns, however, a right of appeal does exist where agreement is not reached. Officers aim to minimise the number of appeals and there have been none this year.

Scheme Amendments

With the progress towards proposed Local Planning Scheme No. 3 to replace current Town Planning Scheme No. 2 the need for scheme amendments has diminished, hence there was only one amendment in the finalisation phase during the past year.

Design Advisory Panel

The Design Advisory Panel has assisted by providing professional advice on the design aspects of planning proposals from time-to-time. The panel comprises local architects and allied practitioners whose expertise and experience supports the assessment of significant or unusual proposals. This process facilitates the formulation and determination of proposals with improved designs and outcomes.

DEVELOPMENT SERVICES REPORT

Heritage Advice

The Town has maintained the Heritage Advisor program, in conjunction with the Heritage Council of WA, which employs a heritage architect to assist the assessment of heritage-related development proposals and provide general heritage advice, whether small or large. This part-time service is a valuable tool in helping to guide designs which are sympathetic to heritage properties and localities. The Town also participates in the Heritage Subsidy Scheme which provides low-cost loans for heritage conservation works. In the past year several State-registered heritage homes and local heritage-listed properties have undergone extensive conservation

Proposed Local Planning Scheme No. 3

A milestone in achieving the new Scheme was its previous adoption by Council and lodgement for final approval in June 2009. Since then the proposed Scheme has been under examination by the Department of Planning (DoP) for reporting to the WAPC and Minister for Planning. The Town has maintained liaison with the DoP and provided additional information on a range of aspects. The WAPC and Minister are anticipated to give consideration to any modifications deemed appropriate and finalisation of the Scheme towards the end of 2010. Subsequent consideration by Council, any additional advertising and the assessment of submissions, then the formalities of finalisation are likely to extend into 2011.

Once in place the new Scheme will guide the strategic direction and statutory regulation of land use and development in the district for the next 5-10 year period.

Planning Projects

Planning projects have been a feature this year involving working groups and consultants to examine several important matters. The Station Street sites under review in the Town Centre have had Design Guidelines produced, a Town Centre Public Domain Infrastructure Improvement Plan study/report has been completed, and a detailed Foreshore Redevelopment Plan has been produced, all as foundations for the next phases of implementation strategies and consultations. The future of the Town's existing depot site and a prospective replacement site have also been the

subject of preliminary structure and concept plans as a prelude to more detailed planning.

Regional Planning and Other Initiatives

Development Services has maintained active participation in a number of regional planning activities which have a bearing on Cottesloe such as the Stirling Highway Activity Corridor Study (SHACS) and commenting on proposed planning reforms such as Development Assessments Panels.

Andrew Jackson

Manager Development Services

SUSTAINABILITY OFFICER REPORT

Sustainability forms a significant feature of the Town of Cottesloe operations. During the year we mourned the loss of our dynamic sustainability officer Petra Zele who touched so many people during her short time with us. We know that Petra was involved in so many projects to advance the cause of sustainability and have compiled this snapshot of activities as a tribute to her work.

Cottesloe Sustainability Calendar

The 2010 Cottesloe Sustainability Calendar was produced in conjunction with Earth Carers. A very popular calendar with residents, the calendar artwork was provided by students from Cottesloe and North Cottesloe Primary Schools and focused on the themes of water reduction, energy use, waste recycling and increasing biodiversity.

Think Water

The third part of the Think Water community education program came to a close. Conducted in conjunction with Water Corp, the campaign decided to reward participants by distributing tea towels and towels bearing the message of water preservation and conservation to residents who had made changes to their water usage patterns.

Native Plant subsidy

The very popular native plant sale operated during May in time for the winter plantings. Residents can purchase up to eighty (80) plants at a subsidised rate of \$1.50 each. The scheme was advertised widely in the local media during April and forms part of our contribution to biodiversity throughout our region.

Cott Cat Shuttle Bus

The ever popular 'Cott Cat' shuttle bus, operating from December to March, again proved to be attractive to tourists and visitors. The bus service is designed to encourage visitors to leave the car at home and catch the bus from Cottesloe Train station to Cottesloe Beach. This initiative is a contribution towards the reduction of greenhouse gas emissions from private vehicle use.

Carbon Neutral

In February 2010 Council resolved to follow a four stage process to activate Carbon Neutrality as soon as is practicable and before 2015. This will build on existing initiatives, such as the Cott Cat shuttle, off-setting light fleet vehicle emissions, and 100% Green Power at the Civic Centre by: 1. Measuring carbon emissions; 2. Reducing emissions where possible; 3. Switching to renewable energy sources if eliminating use is not feasible; and 4. Off-setting any remaining carbon emissions. Step 1 requires data collation to build an appropriate baseline dataset that will be used to determine how and where emissions may be reduced. Gaining a carbon neutral status will distinguish the Town of Cottesloe as a leader in reducing energy use, increasing energy efficiency and showing commitment toward climate change and sustainability.

Elizabeth Cox

A/Principal Environmental Health Officer

PRINCIPAL ENVIRONMENTAL HEALTH OFFICER REPORT

The Environmental Health program aims to maintain and improve the health and well-being of the community through statutory services and community-based programs.

Food

The introduction of the new state-wide and national food legislation has required significant changes to be made to the registration of all Food Businesses. The Environmental Health team has been very active in ensuring all measures have been taken to inform each food business that they are now required to notify Council of the undertaking. The team has been actively involved in the risk assessment process of 84 food notifications. The risk assessment process identified 43 high-risk premises, 7 medium-risk premises, 6 low-risk premises and 28 very low-risk premises. The annual assessment program will focus on the 56 low to high-risk premises.

During the year a total of 285 visits were made to food establishments throughout the Town. These consisted of the routine quarterly visit to each premises, plus follow up visits where issues were identified, complaints were received from customers or where upgrading was being carried out.

The Town participated in the microbiological egg-product sampling survey in April. All samples taken by the Town were within the acceptable levels.

Alcohol Policy

A Small Bar licence in Napoleon Street was approved this year as a new initiative to encourage smaller outlets for the consumption of alcohol.

The Health team continues to liaise with the licensed premises community to reduce the anti-social behaviour during the summer months. Meetings are held with the community representatives, Police, Department of Racing and Gaming, Council Officers, representatives of the Hotel community and Elected Members of Council. Meetings are held on alternate months from October to April.

It was the general consensus that the level of anti-social behaviour in the vicinity of the hotels has decreased. This trend may have been due to the Police having had a more visible presence in the area, particularly on Sundays. Additional meetings have discussed issues relating to security and crowd control with the hotels, their security company and Council's Rangers.

Noise

With a range of holiday rental accommodation in Cottesloe it is not uncommon for holiday-makers to enjoy the outdoors and party. This does not always fit in well with the local residents who endure the weekend parties for a little while then raise complaints about the noise. These are complicated issues to investigate as they are often the result of anti-social behaviour and become a Police matter.

Additional noise issues have related to commercial buildings and air-conditioners. The close proximity of large houses and the desire to install air-conditioning units presents issues for neighbours. Many issues are resolved between neighbours resulting in a more amicable outcome. Four issues were not able to be resolved and were referred to a noise consultant for assessment. All situations were above the assigned noise level for the area and time of day.

Public Buildings

Officers have reviewed the 14 Public Buildings in Cottesloe to ensure statutory compliance relating to safe egress from the building, review of building accommodation numbers and compliance with electrical works and structural soundness.

Lodging Houses

The Town has reviewed the various forms of accommodation available to the public. Four establishments are within the definition of a lodging house and receive regular visits from the team to ensure compliance with health and fire safety requirements.

Swimming Pools

The monitoring of water quality in public pools during the summer months is a high priority. Daily monitoring is carried out by the pool owner and Environmental Health Officers collect monthly water samples for microbiological testing. All pools returned satisfactory results during the last summer season. In addition to water-sampling officers are required to inspect the pool, equipment and surrounds during the monthly water-sampling activity.

PRINCIPAL ENVIRONMENTAL HEALTH OFFICER REPORT**Recycling and Waste Management**

A most successful e-waste (electronic devices) collection was carried out over a weekend in June. This activity provided residents with an opportunity to remove and recycle a significant number of cameras, televisions, computers, and printers.

The promotion of recycling continues to be a high priority with the community and Council. Additional recycling bins have been provided to households that generate large quantities of recyclable items to prevent genuine recyclable materials from entering the waste stream.

A year-round program for the recycling of batteries and mobile phones resulted in the collection of 9kgs from Cottesloe residents.

In addition to the fortnightly recycling collection, Council supports four green waste collections and two bulk waste collections a year. These collections are popular amongst residents and green waste is able to be chipped before being returned to the mulch stream.

Elizabeth Cox

A/ Principal Environmental Health Officer

BUILDING SERVICES REPORT

The primary role of the Building Services staff is to assess Building Licence applications for compliance with the Building Code of Australia (BCA) and relevant Australian Standards (AS). Following issue of a building licence and commencement of construction projects are monitored to ensure compliance with the approved plans.

Building staff also provide technical advice to customers on all building-related matters as well as manage Demolition Licences, Sign Licences, Verge Licences, the Private Swimming Pools Inspection Program and overall compliance with these approvals.

Building and Demolition Licences

Last year's Building Industry and Economic forecast was very accurate and reflected in a 21% increase in the number of new homes and Additions/Alterations approved for 2009/2010. The number of new homes and additions contributed significantly to the 52% increase in the price of construction to \$66,974,375.

Signage Control

The Town's Signs, Hoardings and Billposting By-Law No. 33 is important to managing the standard of signage within the Town of Cottesloe and also entails applications for licences.

Private Swimming Pools

The Town has a statutory obligation to inspect private swimming pools at least once every four years to ensure compliance with the Australian Standard for Swimming Pool Safety (AS1926). All pools are scheduled for inspection this financial year, so it is recommended owners ensure their pool safety barriers are fully compliant.

Construction Hours

The construction industry standard hours of work are 7am to 7pm Monday to Saturday, with no work permitted on Sundays or Public Holidays without an agreed Noise Management Plan signed by the Chief Executive Officer.

Use of Verges or Medians

The use of street verges continues to be monitored to ensure that damage is minimised and amenity is maintained, including reinstatement/rehabilitation upon completion. Builders and Owners have been very cooperative in ensuring damage is minimised.

Compliance Management

Compliance monitoring, problem-solving and enforcement action comprises another important task in relation to all of the types of approvals managed by the Building Services staff.

New Projects

The Civic Centre renovation and conservation works are complete and Administration is fully-operational. The new Cottesloe-Mosman Park-Peppermint Grove library redevelopment is nearing completion.

In the Town Centre, the mixed-use commercial and residential development being built on the corner of Station and Railway Streets is nearing completion.

Vidlers Surf store in Station Street is undergoing major renovations, which has encouraged others in the town centre, resulting in a significant rise in commercial alterations and additions.

The building team component of Development Services is well-equipped to deal with the Town's continued growth in development.

Sam Neale

Principal Building Surveyor

STATUTORY REPORT

National Competition Policy

The Competition Principles Agreement is an intergovernmental agreement between the Commonwealth and State/Territory governments that sets out how governments will apply National Competition Policy principles to public sector organisations within their jurisdiction.

The State Government released a policy statement effective from July 1996 called the Clause 7 Statement, which forms part of the Competition Principles Agreement. The provisions of Clause 7 requires Local Government to report annually on their implementation, application and effects of Competition Policy as well as the structural reform of public monopolies and the implementation of Legislative review.

Competition Policy does not require contracting out or competitive tendering. It does not preclude local government from continuing to subsidize its business activities from general revenue, nor does it require privatisation of government functions.

Competitive neutrality principles apply to those significant business activities conducted by (or under the control of) one or more local government.

During the 2009/10 financial year the Town met its obligations relating to the National Competition Policy. It continues to monitor Council policies and local laws for anti-competitive practices. No complaints were received by the Town in the 2009/10 financial year regarding anti-competitive practices.

As there are no business activities undertaken by the Town of Cottesloe where "user pays" income greater than \$200,000 in any year, competitive neutrality principles have no application at the Town. The Town is not classified as a natural monopoly nor does it conduct any business activities that could be classed as public monopolies. Therefore the principle of structural reform of public monopolies does not apply to the Town of Cottesloe.

Disability Access & Inclusion Plan

The Disabilities Services Act 1993 requires that Council include in its annual report a report on the implementation of its Disability Access and Inclusion Plan.

Council adopted its plan in July 2007 and a copy of the plan is available at the Council's Offices and on its website.

Council also has a Disability Services Advisory Committee to assist with the review and implementation of the plan.

Access improvements initiatives undertaken during the past year include:

- The Disability Access and Inclusion Plan annual update (signed off and sent into the Disability Services Commission in early August). This process included contacting over 250 contractors that have been employed by the Town over the past twelve months and acquiring feedback about their use of the Town's DAIP.
- Elected Member's and Staff have received Disability Access and Inclusion Training.
- The Town hosted a feedback forum for the residents and ratepayers, with a focus on Disability Services in the Town.
- Council adopted a Disability Access and Inclusion Policy in August 2010,
- A range of minor works including parking bays, signage, kerb ramps and handrails at a number of community facilities.

STATUTORY REPORT

Payments Made to Employees

Regulation 19B of the Local Government (Administration) Regulation 1996 requires the Town of Cottesloe to include the following in its Annual Report:

- The number of employees of the Town entitled to an annual salary of \$100,000 or more
- The number of those employees with an annual salary entitlement that falls within cash bands of \$10,000 over \$100,000

The number of those employees with an annual salary entitlement that falls within each band of \$10,000 over \$100,000 is;

- \$110,000 to \$119,999: one.
- \$120,000 to \$129,999: one.

Please note the figures shown represent the cash component of any salary package.

Register of Complaints

Section 5.121 of the Local Government Act 1995 requires the complaints officer for the Town of Cottesloe to maintain a register of complaints which records all complaints that result in action under section 5.110(6)(b) or (c) of the Act.

The register of complaints is to include, for each recorded complaint-

- (a) the name of the council member about whom the complaint is made;
- (b) the name of the person who makes the complaint;
- (c) a description of the minor breach that the standards panel finds has occurred; and
- (d) details of the action taken under section 5.110(6)(b) or (c).

For the purposes of section 5.53(2)(g) of the Local Government Act 1995 it is advised that no complaints were made to the Town of Cottesloe during the financial year under review.

Records Management

The Town of Cottesloe, as a local government, is required under the State Records Act 2000 to provide an annual report on its recordkeeping practices.

Commitment to Records Management

The Town of Cottesloe is committed to the reliable and systematic management of government records in accordance with legislative requirements and best practice standards.

Recordkeeping Plan

The purpose of the Record Keeping Plan (RKP) is to set out the matters about which records are to be created by the Town of Cottesloe and how the Town is to retain its records. The RKP is to provide an accurate reflection of the record keeping program within the organisation including information regarding the organisation's record keeping systems, disposal arrangements, policies, procedures and practises. The RKP is the primary means of providing evidence of compliance with the State Records Act 2000 and the implementation of best practice record keeping within the organisation.

The objectives of the Town of Cottesloe RKP are to ensure the following:

- Compliance with Section 28 of the State Records Act 2000;
- Recordkeeping within the Local Government is moving towards compliance with State Records Commission Standards and Records Management Standard AS ISO 15489;
- Processes are in place to facilitate the complete and accurate record of business transactions and decisions;
- Recorded information can be retrieved quickly, accurately and cheaply when required; and
- Protection and preservation of the Local Government's records.

The Town is currently developing a new Record Keeping Plan and is due for submission to the State Records Commission in October 2010.

Recordkeeping Training Program

TRIM Context refresher and advanced training sessions will be conducted for all employees within the financial year. A training programme has been developed as part of the new Record Keeping Plan submission. The training programme will include recordkeeping awareness and employee responsibilities. These training and information sessions will be compulsory for all staff that create, collect and use records during their employment at the Town of Cottesloe.

PLAN FOR THE FUTURE

The Local Government Act 1995 requires the Town of Cottesloe to plan for the future of the district.

The Town of Cottesloe's Plan for the Future sets out the broad objectives of the Town of Cottesloe and is reviewed every two years.

Broad Objectives

The broad objectives expressed in the plan relate to:

- Protecting and enhancing the lifestyle of residents and visitors
- Achieving connectivity between east and west Cottesloe
- Enhancing beach access and the foreshore
- Managing development pressures
- Managing infrastructure and council buildings in a sustainable way
- Fostering the community's confidence and support for Council

OBJECTIVE 1 – TO PROTECT AND ENHANCE THE LIFESTYLE OF RESIDENTS AND VISITORS

Strategic Profile

Cottesloe has a notable variety and quality of areas set aside for recreation and open space. Some parks contain sporting facilities, playground equipment, seats, shelters and other amenities. However, our community is predominantly oriented both physically and culturally towards outdoor recreation and a beach lifestyle by virtue of the coastal open space that stretches for the entire western edge of the Town.

In particular Cottesloe and North Cottesloe beaches are very popular. The fact that the immediate community shares them with other western suburbs residents and those from wider Perth and, that they are also a tourist destination is accepted. This is due to their picturesque nature, accessibility, and predominantly low-rise facilities that cater to a range of age groups and activities, including the two historic hotels and some short-stay accommodation.

However, the presence of the many visitors causes disruption to the lifestyle of residents – in particular anti-social behaviour associated with liquor consumption, late trading hours, traffic congestion, pollution and car parking are problems.

There is also an underlying issue that not everyone in the community wishes to participate in the

outdoor recreation lifestyle and that to some extent this is seasonal. There is a lack of variety and dynamism in the recreation and entertainment available. Consequently there is a need to provide more formal civic spaces and venues for meetings and other activities not associated with beach culture. The needs of the elderly and those with disabilities must be recognised. Whilst young people need to be catered for specifically, it is recognised that there is good access to train stations and they can reach the Perth scene and other destinations within the rail system for entertainment and to meet friends.

Strategic Initiatives for 2009/10

- Reduce beachfront hotel patron numbers to a sustainable level.
- Identify increased opportunities to use existing facilities or provide new venues for formal community cultural events and activities.

OBJECTIVE 2 – TO ACHIEVE CONNECTIVITY BETWEEN EAST AND WEST COTTESLOE

Strategic Profile

Stirling Highway and Curtin Avenue are the two primary regional roads in Cottesloe and in effect converge south of Jarrad Street to straddle the railway. They provide for north-south traffic movement and, in being closely aligned, represent duplication. The Perth to Fremantle railway also travels north south through Cottesloe, predominately alongside Curtin Avenue.

Through this transport corridor, Cottesloe is connected to the metropolitan transport system and tourist routes and is highly accessible. At the same time, the transport corridor causes physical divisions and barriers.

Limiting the impact of these barriers will improve traffic flow, allow for more sustainable design of car parks, reduce safety concerns, improve pedestrian movements and reduce the 'wasteland' effect caused by poor presentation and lack of use of the surplus rail reserve to the west of the Town Centre.

At the same time, properly planned redevelopment will result in greater connectivity between east and west Cottesloe. In particular the dual barriers of

PLAN FOR THE FUTURE

road and rail cut off the beach and foreshore from the town centre, which fragments the two main activity hubs of the district. These hubs could be complimentary in their contribution to a greater sense of community and increased opportunities for the local economy since they each have a well-defined and different focus.

The land abutting the railway has development potential and the town centre could benefit from new housing, local open space and general improvements to the overall railway precinct.

The resolution of a realignment of Curtin Avenue and the future use of the railway land to the west of the town centre are two major considerations for substantial change in terms of enhanced east-west connectivity, increased commercial opportunity and new development.

Strategic Initiative for 2009/10

- Produce a draft Structure Plan for consultation purposes showing the sinking of the railway and realignment of Curtin Avenue together with 'what's possible' in terms of sustainable redevelopment and pedestrian and traffic links.

OBJECTIVE 3 – TO ENHANCE BEACH ACCESS AND THE FORESHORE

Strategic Profile

Cottesloe's beaches, their public foreshores and the adjoining low-rise beachside development are the defining element of the district.

The natural and built environment amenity of the beachfront precinct is a delicately balanced combination of coastal care and sensitive development and access to the beach must be carefully managed in order to avoid environmental degradation. The beaches have a picturesque, unique character and are spacious and clean.

However, the council is aware that the public facilities along the foreshore are looking tired.

People moving into Cottesloe who have paid higher land prices and long standing residents who are exposed to quality presentation when they travel interstate and overseas have expectations that public infrastructure will be provided not only with a

high level of amenity but also with some sense of style.

Council policy does not support any new building development west of Marine Parade outside of existing building footprints.

The two life-saving clubs have historical significance and current importance for the welfare of locals and visitors enjoying an active beachfront. The aspirations of the clubs will need addressing as part of a planned approach for the future of the whole foreshore.

The beachfront is a destination for locals, the regional population and tourists. An international profile means that the council is under some pressure from the State Government to redevelop the area to a standard expected of major tourism destinations.

Strategic Initiatives for 2009/10

- Develop the "Foreshore Vision and Master Plan" in consultation with the Community.
- Introduce electronically timed parking.

OBJECTIVE 4 – TO MANAGE DEVELOPMENT PRESSURES

Strategic Profile

Fundamentally the pressures for development in Cottesloe are associated with the attractions of the area that mean it is a highly sought after location in which to live and invest. There are responsibilities for us inherent in the social changes that are taking place all across Western Australia – rapid increases in population, demographic changes in society with resultant demand for different housing choices and impositions by the State Government.

These impacts are felt in our neighbourhoods, brought about by changes to streetscapes, pressure on set backs, greater through traffic, escalating land values that marginalise heritage properties and character houses, concerns about the environment, reduction in trees because of subdivision and general erosion of residential amenity.

Over the last few decades Cottesloe has consolidated as a residential district and was thought to be virtually fully developed as a suburb where successive generations have grown up. However, now and into the future the number of

PLAN FOR THE FUTURE

new dwellings is expected to exceed the number of new lots. This means there is a marked trend for strata title development. There are conflicts within the community and also within individuals themselves where infill development generally is not supported but many people wish to retain the ability to subdivide their own properties.

Care must be taken that the pressure for denser development does not destroy the casual relaxed lifestyle, the low-rise beachfront and the green leafy neighbourhood and unduly affect the amenity and ambience enjoyed by our residents.

There are increasing pressures for commercial and tourism developments such as outdoor eateries whose upmarket style conflicts with the existing casual beach culture.

Strategic Initiatives for 2009/10

- Develop planning incentives for heritage properties.
- Consider undeveloped Government owned land for higher density development provided there is both public support and benefit for the Cottesloe community.
- Complete the adoption of Local Planning Scheme No. 3 including the preparation of all draft policies to a stage where they can be advertised for public comment.

OBJECTIVE 5 – To -MAINTAIN INFRASTRUCTURE AND COUNCIL BUILDINGS IN A SUSTAINABLE WAY

Strategic Profile

There is greater scrutiny than ever before on the way local governments maintain key community assets and infrastructure. A local government that does not take its stewardship role seriously will forfeit the confidence of the community

Local government legislation states that council is to use its best endeavours to 'meet the needs of current and future generations' in a sustainable way. A sustainable approach means taking the whole of life costs for major assets – capital, operational, depreciation and maintenance costs and ensuring that these are managed in an affordable way spread across the life cycle of the asset. Properly

maintained assets last longer and avoid the spikes of expenditure required for major upgrades.

An assessment of asset management practices in the past reveals that each current community has not been paying its way and we need to take corrective action using the basic principle of intergenerational fairness and equity.

Cottesloe has a level of infrastructure that will generally meet the needs of the expected increases in population and any corresponding increases in housing over the next ten to fifteen years. However the age and condition of some community buildings and facilities is a concern. There is a need to develop a Plan for asset management that addresses long term liabilities, linked to financial sustainability.

Any Plan will need to take into account calls for the standard and quality of community infrastructure to be upgraded. In addition, some new services will be required to meet the needs of an increasingly aged population. The Plan will need to be developed on the basis that although public assets are just that in terms of community ownership, they have an inherent realisable value that in some cases may need to be tapped in order to preserve other assets.

Scope exists for the council to incorporate passively-designed and energy efficient strategies into council building and asset management programs.

Strategic Initiatives for 2009/10

- Adopt a policy position on assets that have a realisable value such as the Depot and Sumps.
- Subject to the satisfactory resolution of land tenure, design and funding requirements, progress the development of new joint library facilities.
- Develop an integrated Town Centre plan to improve all aspects of the infrastructure of the Town Centre.
- Develop a long term asset management plan and accompanying financial plan.
- Report on the proposed tasks identified in the Climate Change Vulnerability study and their impacts, priorities and applicability to the Town of Cottesloe.

PLAN FOR THE FUTURE

OBJECTIVE 6 – TO FOSTER THE COMMUNITY'S CONFIDENCE AND SUPPORT FOR COUNCIL

Strategic Profile

Council recognizes the invaluable contribution that many residents play in the community life of Cottesloe especially those who actively participate in civic affairs. The aim of this objective is to ensure that this continues and that council maintains a spirit of co-operation with the community in an accountable and transparent manner on all occasions.

Many people wish to be part of developing our future. Community members are very articulate and know what they want and this is acknowledged and valued. In addition the council has many statutory obligations to comply with in order to improve decision making.

The effect of greater co-operation will be a council and community that understand and appreciate their separate but interdependent roles in progressing Cottesloe's future.

Elected members and staff will listen to the community views, understand, discuss and explore possibilities in an environment of greater collaboration. There is an appreciation that perception is the reality for many people and it is important to provide information so that the community can make informed input.

A major outcome from this objective will be to redefine governance. Individuals will be richer from the experience of being associated with the council and the community in general will be less cynical and more eager to be involved in shared solutions.

Our operations will benefit from more emphasis on communication and collaboration with the community. Through this, and the building of a relationship based on trust, will come the recognition that there is a differentiation between Cottesloe and the way other local governments do business.

Strategic Initiative for 2009/10

- Further improve the community consultation policy in recognition that there are different techniques for different objectives.

In May 2009 as part of a review of the Future Plan Council acknowledged the potential need for a significant review of its Plan as part of a newly appointed Council and the anticipated outcomes of the Minister for Local Government's structural reform agenda. In that context, Council agreed to maintain and amend the current Plan to include a new Objective Seven (7) focused on Organisational Development and the effective management of Council's resources and work processes. Council also agreed upon a number of Action Plan objectives pending the major review in 2010.

OBJECTIVE 7 – TO EFFECTIVELY MANAGE COUNCIL'S RESOURCES AND WORK PROCESSES

- Delivery high quality professional governance and administration
- Ensure our workplace enables staff to be innovative
- Implement technologies to enhance decision making
- Enhance our ability to embrace and manage change