

TOWN OF COTTESLOE



STRATEGIC PLANNING COMMITTEE MINUTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
7.00 PM, WEDNESDAY, 17 NOVEMBER 2010

CARL ASKEW
Chief Executive Officer

19 November 2010

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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Officer announced the meeting opened at 07:27 PM.

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

Mayor Kevin Morgan	Presiding Member
Cr Jack Walsh	
Cr Jay Birnbrauer	
Cr Greg Boland	

Officers Present

Carl Askew	Chief Executive Officer
Graham Pattrick	Manager Corporate & Community Services
Geoff Trigg	Manager Engineering Services
Andrew Jackson	Manager Development Services
Lydia Giles	Executive Assistant

Apologies

Nil.

Leave of Absence (previously approved)

Nil

Officer Apologies

Nil.

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4 PUBLIC QUESTION TIME

Nil.

5 PUBLIC STATEMENT TIME

Nil.

6 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved Cr Walsh, seconded Cr Boland

[Minutes August 18 2010 Strategic Planning Committee.doc](#)

The Minutes of the Ordinary meeting of the Strategic Planning Committee, held on 18 August 2010 be confirmed.

Carried 4/0

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

9 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

10 REPORTS OF COMMITTEES AND OFFICERS

10.1 GENERAL

10.1.1 TOWN OF COTTESLOE - ACTION PLAN REVIEW

File No: SUB/108
Attachments: [Action Plan 17 November 2010 DOC](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Carl Askew
Chief Executive Officer
Proposed Meeting Date: 17 November 2010
Author Disclosure of Interest Nil

SUMMARY

This report recommends that Committee receive the updated *Action Plan* report and provide feedback to the CEO and senior staff present at the meeting on agreed modifications to the Action Plan for subsequent presentation to Council.

BACKGROUND

The *Future Plan 2006 to 2010* for the Town of Cottesloe was finalised and adopted by Council in June 2007. At that time two review dates for the Future Plan were set, so that the document would return to Council. The first of those review dates was set at November 2008 and the second was in November 2010. Following the adoption of the *Future Plan*, an *Action Plan* was developed and an updated review of that plan is tabled for consideration at each meeting of the Strategic Planning Committee.

In September 2009, Committee determined to make changes to objectives 5.2 and 6.1 by updating the intent and focus of each. These changes were subsequently approved by Council. In November 2009 Council resolved to receive the Action Plan report as amended and also agreed to review the Action Plan priorities in November 2010.

STRATEGIC IMPLICATIONS

The Action Plan has obvious strategic implications.

POLICY IMPLICATIONS

None known

STATUTORY ENVIRONMENT

Statutory Environment
Division 5 — Annual reports and planning principal activities

5.56. *Planning principal activities*

- (1) *Each financial year, a local government is to prepare a plan for the next 4 or more financial years.*
- (2) *The plan is to contain details of—*
 - (a) *the principal activities that are proposed to be commenced or to be continued in each financial year affected by the plan;*
 - (b) *the objectives of each principal activity;*
 - (c) *the estimated cost of, and proposed means of funding, each principal activity;*
 - (d) *how the local government proposes to assess its performance in relation to each principal activity;*
 - (e) *the estimated income and expenditure for each financial year affected by the plan; and*
 - (f) *such other matters as may be prescribed.*

Regulation 19C of the Local Government (Administration) Regulations 1996 refers, i.e.

19C. Planning for the Future – section 5.56 of the LGA

- (1) *In this regulation – “**plan for the future**” means a plan made under section 5.56.*
- (2) *A local government is to make a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).*
- (3) *A plan for the future of a district is to set out the broad objectives of the local government for the period specified in the plan.*
- (4) *a local government is to review its current plan for the future of its district every 2 years and may modify the plan, including extending the period the plan is made in respect of.*
- (5) *A council is to consider a plan, or modifications, submitted to it and is to determine* whether or not to adopt the plan, or the modifications, as is relevant.*

**Absolute majority required.*

FINANCIAL IMPLICATIONS

Adoption of the Future Plan and associated Action Plans will inevitably require expenditure as per Council's adopted budget and long term financial plan.

SUSTAINABILITY IMPLICATIONS

The Town has continuously demonstrated a high level of regard for the sustainable management of Council's resources and the Future Plan not only supports sound financial management but also meets the legislative requirements contained within the Local Government Act 1995 and associated Regulations. Purchasing

CONSULTATION

The Future Plan was developed in consultation with the community by way of public submission periods and refined by the Town's Strategic Planning Committee prior to adoption by Council

STAFF COMMENT

In relation to the Action Plan, the following strategies were identified by Council as priorities for 2009/10 at its July 2009 meeting.

- 1.2 Reduce beachfront hotel numbers to a sustainable level.
- 1.5 Identify increased opportunities to use existing facilities or provide new venues for formal community cultural events and activities.
- 1.9 Develop a Community Safety Strategy
- 2.1 Produce a draft Structure Plan for consultation purposes showing the sinking of the railway and realignment of Curtin Avenue together with 'what's possible' in terms of sustainable redevelopment and pedestrian and traffic links.
- 3.1 Develop the 'Foreshore Vision and Master Plan' in consultation with the community.
- 3.4 Introduce electronically timed parking.
- 4.1 Develop planning incentives for heritage properties.
- 4.5 Consider undeveloped Government owned land for higher density development provided there is both public support and benefit for the Cottesloe community.
- 5.1 Adopt a policy position on assets that have a realisable value such as the Depot and Sumps.
- 5.2 Subject to the satisfactory resolution of land tenure, design and funding requirements, progress the development of new joint library facilities.
- 5.3 Develop an integrated Town Centre plan to improve all aspects of the infrastructure of the Town Centre.
- 5.6 Develop a long term asset management plan and accompanying financial plan.
- 6.1 Further improve the community consultation policy in recognition of the need for greater community engagement when change is needed.
- DP1 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.
- DP2 Report on the proposed tasks identified in the Climate Change Vulnerability study and their impacts, priorities and applicability to the Town of Cottesloe

The following *program summary* in relation to the above strategies is provided. More detail is contained in the attached updated Action Plan.

Rating	Ref	Comment
O	1.2	Council's strategy to monitor anti-social behaviour is ongoing. Last report to Council in August 2010.
O	1.5	Civic Centre future use study reported to Council in February 2010. Ongoing.
C	1.9	Develop a Community Safety Strategy. Report to Council in May 2010 and adoption of Safer Sustainable Cottesloe Plan 2010 – 2014. .
O	2.1	As per Council resolution in October 2009, Draft Plan progressed

		through EbD. Working Group reconvening with a view to further community consultation on a preferred alignment.
O	3.1	As per Council resolution in October 2009, Foreshore Implementation Working Group meeting regularly to consider and oversee realisation of the Concept Plan. Consultant engaged. Plan completed with implementation schedule a cost estimates being finalised.
C	3.4	Meter Eyes have been installed at the Foreshore and Town Centre with a second phase roll out in the Town Centre planned for the 2011/12 budget.
C/O	4.1	Proposed LPS3 and related draft policy as well as practice by staff and the Heritage Advisor have addressed the consideration and application of heritage incentives so far.
O	4.5	Council has resolved to pursue structure planning for the area which will include consideration of higher density development. At present the focus is on resolving Curtin Avenue, the railway and east-west connectivity as the key infrastructure prerequisites to overall structure planning for land uses and development.
C/O	5.1	Plan is currently progressing for the Depot. Station Street sump site under consideration.
C	5.2	Joint Library construction complete. Landscaping being finalised. Estimated completion date is November 2010. Official opening scheduled for February 2011.
O	5.3	A consultant has been appointed to and commenced this study having regard to the related Station Street and railway lands planning initiatives influencing the future of the Town Centre.
O	5.6	WAAMI program has been restarted and will become the basis for the Town's asset management plan and will link to the long term financial plan.
H	6.1	This matter has not progressed due to other priorities.
C/O	DP1	LPS3 was submitted to WAPC in May 2009 and is pending approval by the Minister for Planning which is expected by December 2010.
O	DP2	Geological study to determine the rock/sand sections of the foreshore approved with grant funding. Work to commence in November 2010.
Legend	O=Ongoing C=Complete/substantially complete H=On Hold	

This agenda item represents an opportunity for Committee members to review progress and provide informal feedback on where staff should be headed in terms of implementing individual actions. It is recommended that Committee receive the Action Plan and provide comment to the CEO and senior staff present at the meeting on agreed modifications to the Action Plan prior to presentation to Council.

VOTING

Simple Majority

COMMITTEE COMMENT:

The Committee discussed the Action Plan and noted the completion of the development of the new joint library facilities. They also determine to add in two new items:

- Under Objective 4: Development, new item 4.7 be added to read “Develop a strategy to address the requirements of the State Government’s Directions 2031 Strategies and Policies”.
- A new Dynamic Priority be added to read: “Develop a strategy to promote Council services and activities at the beachfront in order to better align with expectations for the wellbeing and enjoyment of the local community and visitors to the Town of Cottesloe”.

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Boland

That Council receive the Action Plan Report as amended by the Strategic Planning Committee.

Carried 4/0

10.1.2 STANDING COMMITTEE ROLES POLICY UPDATE

File No: POL/54
Attachments: [Policy Standing Committee Roles Updated 11 Nov 2010 DOC](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Carl Askew
Chief Executive Officer
Proposed Meeting Date: 17 November 2010
Author Disclosure of Interest Nil

SUMMARY

The Town of Cottesloe policy for Standing Committee Roles has been amended by Council staff. This report recommends that Council adopt the policy, noting some minor changes have been recommended.

BACKGROUND

A process of review and update for all Council policies has been implemented by the Administration and policies are being presented to Council as they are reviewed for endorsement.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

No change.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

This policy has been reviewed to ensure it is relevant to the Town of Cottesloe's current working environment. It is important that Council outline the primary responsibilities of its Standing Committees and it is considered good governance for

Council to review and consider them from time to time. Minor changes are recommended to be made to this policy at this time, as per the attachment.

VOTING

Simple Majority

COMMITTEE COMMENT:

The Committee members discussed and considered the inclusion of three additional within the areas of responsibility for the Works and Corporate Services Committee:

- Disability Services Advisory Committee;
- Reports of Community Safety and Crime Prevention Committee; and
- Reports of Audit Committee

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Boland

THAT Council adopt the updated Policy on Standing Committee Roles as per attached.

Carried 4/0

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

Nil.

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

Nil.

13 MEETING CLOSURE

The Presiding Member announced the closure of the meeting at 8:35 PM.

CONFIRMED: PRESIDING MEMBER _____ *DATE: .../.../...*