

# **TOWN OF COTTESLOE**



## **STRATEGIC PLANNING COMMITTEE**

# **MINUTES**

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE  
109 BROOME STREET, COTTESLOE  
7.00 PM, WEDNESDAY, 17 SEPTEMBER 2008**



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**STRATEGIC PLANNING COMMITTEE**
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**DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member announced the meeting opened at 7.00 pm.

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

Mayor Kevin Morgan	Presiding Member
Cr Greg Boland	
Cr Bryan Miller	
Cr John Utting	
Cr Jack Walsh	

Mr Stephen Tindale	Chief Executive Officer
Mr Graham Patrick	Manager Corporate Services/Deputy CEO
Mr Andrew Jackson	Manager Planning & Development Services
Ms Jade Hankin	Sustainability Officer

**Apologies**

Mr Geoff Trigg	Manager Engineering Services
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**Leave of Absence (previously approved)**

Cr Patricia Carmichael

**RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**PUBLIC QUESTION TIME**

Nil

**APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Moved Cr Miller, seconded Cr Walsh

The Minutes of the Ordinary Meeting of the Strategic Planning Committee held on Wednesday, 23 July 2008 be confirmed.

Carried 5/0

**ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**PUBLIC STATEMENT TIME**

Nil

**PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**REPORTS OF COMMITTEES AND OFFICERS****1 GENERAL**

The agenda items were dealt with in the following order: Item 1.2 then 1.1.

**1.1 DRAFT ACTION PLAN REPORT**

**File No:** SUB/108  
**Attachment(s):** [Report Update](#) (with track changes)  
**Author:** Mr Stephen Tindale  
**Author Disclosure of Interest:** Nil  
**Report Date:** 17 July, 2008  
**Senior Officer:** Mr Stephen Tindale

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**SUMMARY**

Following the adoption in July 2007 of the *Future Plan 2006 – 2010* for the Town of Cottesloe, an *Action Plan* has been prepared and is now submitted for the consideration of the Committee.

**BACKGROUND**

The following strategies were identified by Council as priorities for 2008/09 at its July 2008 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.
- 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 that there are different techniques for different objectives.
- DP1 Complete the Civic Centre additions and renovations on budget and on time.
- DP2 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.
- DP3 Report on the proposed tasks identified in the Climate Change Vulnerability study and their impacts, priorities and applicability to the Town of Cottesloe

### CONSULTATION

Nil

### STAFF COMMENT

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.

### POLICY IMPLICATIONS

Nil

### STRATEGIC IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Nil

### VOTING

Simple Majority

### 1.1 OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Miller, seconded Cr Walsh

- (1) That the 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*.
- (2) That Council receive the updated *Action Plan* report.

Carried 5/0



## 1.2 SUSTAINABILITY HEALTH CHECK REPORT

**File No:** SUB/108  
**Author:** Ms Jade Hankin  
**Author Disclosure of Interest:** Nil  
**Report Date:** 17 July, 2008  
**Senior Officer:** Mr Stephen Tindale

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### SUMMARY

As part of the Sustainability Officer's portfolio a recommendation is made to assess and review the Town of Cottesloe's organisational sustainability, utilising the framework of the NSW Local Government Sustainability Health Check (SHC).

### STATUTORY ENVIRONMENT

There are various pieces of legislation that identify the importance of sustainability at both a global and local level.

#### Global

In 1987, under the authority of the United Nations Brundtland Commission, *the Brundtland Report* was released. This report deals with [sustainable development](#) and the change of politics needed for achieving that.

The commission was originally created to address growing concern about the accelerating deterioration of the [human environment](#) and [natural resources](#) and the consequences of that deterioration for [economic](#) and [social development](#). In establishing the commission, the UN General Assembly recognised that environmental problems were global in nature and determined that it was in the common interest of all nations to establish policies for [sustainable development](#)

In the *Brundtland Report* 'Sustainable Development' is outlined as "development that meets the needs of the present without compromising the ability of future generations to meet their own needs."

#### Local

*ICLEI – Local Governments for Sustainability (ICLEI) is an international, not-for-profit association of local governments and local government organisations that have made a commitment to sustainable development.*

*ICLEI's mission is to build a movement of councils to achieve tangible improvements in environmental conditions through the cumulative impact of local action.*

The Town of Cottesloe is involved in the ICLEI program, with both the Cities for Climate Protection (CCP) program and the Water Campaign. The program works through the establishment of goals and the meeting of these goals over a period of time, through a range of actions.

### BACKGROUND

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**The Concept of Sustainability**

Organisations are increasingly attempting to incorporate sustainability practices and management systems into their operations. Local governments in Western Australia are particularly recognising the need for improved sustainability management.

The *Local Government Act 1995* was amended in 2004 to require that the function of Local Government be related to sustainability.

Section 1(3) (3) of the Act now states:

In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

However there is no guidance or standard available to assist Local Councils to manage this process or ensure that objectives and targets are met.

This Health Check can provide standardisation.

**Sustainability Health Check**

The Sustainability Health Check produced by Sustainable Futures Australia, the Local Government Managers Association (NSW), and Department of Environment and Conservation (NSW) is a tool to assist councils in their transition to sustainability. It allows councils to assess and monitor to what extent sustainability principles are understood and used in their social, economic and environmental decision-making.

The *NSW Local Government Sustainability Health Check* (SHC) is a management tool that can improve a council's performance by integrating the different elements and principles of sustainability throughout the organisation. It focuses on corporate systems, strategic planning and operations. It also examines the relationships councils have with their communities, including leadership, promoting change and being responsive to community needs. The SHC helps councils identify weaknesses and strengths, and opportunities and ways to improve their overall sustainability outcomes. (See attachment 1).

**CONSULTATION**

This Health Check will be undertaken in consultation with a range of internal staff members including:

- Chief Executive Officer
- Sustainability Officer
- Manager, Corporate Services
- Manager, Engineering Services
- Manager, Development Services
- Senior Ranger

Consultation has, and will continue to occur with Amy Rayner, Town of Cambridge Sustainability Officer, who is undertaking a similar process at the Town of Cambridge.

**STAFF COMMENT**

Undertaking this SHC will consist of a desktop review of documentation and discussion between key internal staff members in the Town. It will work in a similar vein to a gap analysis with an aim to provide a benchmark of the Town's current structure and operations regarding sustainability principles. The results will be highlighted to council for further considerations.

The coordination of this undertaking will lie with the Town of Cottesloe Sustainability Officer.

### **POLICY IMPLICATIONS**

The development and/or review of various policies may come out of undertaking the Sustainability Health Check. Areas that may be identified as lacking in sufficient direction or management may require policy review or development.

### **STRATEGIC IMPLICATIONS**

The outcome of this will have implications with Section 4: Underpinning sustainability principles, in the Town of Cottesloe's Future Plan: This section states:

*Under legislation, the council is required to meet the needs of current and future generations in a sustainable way. In carrying out its functions, the council is committed to the 4 inter-connected principles of sustainability:*

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

**2. Community participation:** *Effective community participation in decisions about the district and its future.*

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

**4. Co-operation:** *The exchange of good practice, support and mutual learning and partnerships with government and other stakeholders to progress the Town.*

*To ensure that sustainable principles will be incorporated into major strategies council will use its policy making role to set out criteria that will assist the council to make decisions in the interests of the community and its future. Major strategies will go through a sustainability and capacity assessment process before the council makes a final commitment to move forward.*

Undertaking the Sustainability Health Check (SHC) will provide a benchmark for where the Town of Cottesloe is at in terms of sustainability policies, systems and management.

### **FINANCIAL IMPLICATIONS**

There are no required financial implications in undertaking an initial assessment of council operations utilising the SHC. However, there is the option of purchasing a \$100 CD which contains the SHC manual and can be used electronically.

## **VOTING**

Simple Majority

## **OFFICER RECOMMENDATION**

That Council:

- (1) Approve the undertaking of an assessment and review of the Town of Cottesloe's organisational sustainability, utilising the framework of the NSW Local Government Sustainability Health Check.
- (2) Note the outcomes of the Sustainability Health Check and discuss options for improvement and progression towards sustainability within council, based on these outcomes.

## **1.2 COMMITTEE RECOMMENDATION**

Moved Cr Walsh, seconded Cr Boland

**That Council:**

- (1) **Approve the undertaking of an assessment and review of the Town of Cottesloe's organisational sustainability by the end of February 2009, utilising the framework of the NSW Local Government Sustainability Health Check.**
- (2) **Note the outcomes of the Sustainability Health Check and discuss options for improvement and progression towards sustainability within council, based on these outcomes.**

Carried 5/0

*Ms Jade Hankin left the meeting at 7.12 pm and did not return.*

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

Nil

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

Nil

**MEETING CLOSURE**

The Presiding Member announced the closure of the meeting at 7.45 pm.

*CONFIRMED: PRESIDING MEMBER* \_\_\_\_\_ *DATE: ..../...../.....*