

TOWN OF COTTESLOE



WORKS AND CORPORATE SERVICES COMMITTEE

MINUTES

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
7.00 PM, TUESDAY, 9 DECEMBER 2008**

WORKS AND CORPORATE SERVICES COMMITTEE
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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

Moved Mayor Morgan, seconded Cr Boland

The Mayor was nominated as Presiding Member for this Committee Meeting, in the absence of Cr Bryan Miller.

The Mayor declared the meeting open at 7.00pm

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

Mayor Kevin Morgan
Cr Patricia Carmichael
Cr Dan Cunningham
Cr Ian Woodhill
Cr Greg Boland
Cr Jack Walsh

Deputy
Deputy

Cr Jo Dawkins
Cr Jay Birnbrauer

Observe
Observe

Officers Present

Mr Laurie Vicary
Mr Graham Patrick
Mr Geoff Trigg
Krystal Shenton

Acting Chief Executive Officer
Manager Corporate Services
Manager Engineering Services
Executive Assistant

Apologies

Cr Bryan Miller
Cr Victor Strzina
Cr John Utting

Officer Apologies

Nil

Leave of Absence (previously approved)**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 Woodhill, seconded Cr Cunningham

The Minutes of the Ordinary meeting of the Works and Corporate Services Committee, held on 18 November 2008 be confirmed.

Carried 6/0

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

10 STANDING ORDER

Moved Mayor Morgan, seconded Cr Boland

BACKGROUND

At the September 2006 meeting of Council it was agreed that the suspension of Standing Order 12.1 be listed as a standard agenda item for each Council and Committee meeting.

Standing Orders 12.1 and 21.5 read as follows:

Members to Rise

Every member of the council wishing to speak shall indicate by show of hands or other method agreed upon by the council. When invited by the mayor to speak, members shall rise and address the council through the mayor, provided that any member of the council unable conveniently to stand by reason of sickness or disability shall be permitted to sit while speaking.

Suspension of Standing Orders

- (a) The mover of a motion to suspend any standing order or orders shall state the clause or clauses of the standing order or orders to be suspended.
- (b) A motion to suspend, temporarily, any one or more of the standing orders regulating the proceedings and business of the council must be seconded, but the motion need not be presented in writing.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION

Moved Mayor Morgan, seconded Cr Boland

That Council suspend the operation of Standing Order 12.1 which requires members of Council to rise when invited by the Mayor to speak.

Carried 6/0

11 REPORTS OF COMMITTEES AND OFFICERS**11.1 ADMINISTRATION****11.1.1 MEETING DATES FOR 2009**

File No: Sub/383
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Laurie Vicary
Acting Chief Executive Officer

Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

A resolution is required to set Council and Committee Meetings for 2009.

BACKGROUND

Nil.

CONSULTATION

Nil.

STAFF COMMENT

The proposed changes to the Anzac Day and Queen's Birthday meeting dates means that Council business can be attended to prior to Anzac Day and the Queen's Birthday.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Regulation 12 of the Local Government (Administration) Regulations applies:

Public Notice of Council or Committee meetings –s.5.25(g):

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which –*
- (a) *the ordinary council meetings; and*
 - (b) *the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.*
-

- (2) *A local government is to give local public notice of any change to the date, time or place of a meeting referred to in sub-regulation (1).*

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Cunningham

That Council adopt the following meeting dates for 2009:

- (1) **Observe a recess in January 2009, with no ordinary meeting of Council;**
- (2) **Advertise the ordinary Council meeting dates for 2009 as the fourth Monday in the month commencing at 7.00 pm with the following exceptions:-**

January	No meeting
February	Monday 23 rd
March	Monday 23 rd
April	Tuesday 28 th - Change due to Anzac Day
May	Monday 25 th
June	Monday 22 nd
July	Monday 27 th
August	Monday 24 th
September	Tuesday 29 th - Change due to Queens Birthday
October	Monday 26 th
November	Monday 23 rd
December	Monday 14 th - To avoid proximity to Christmas

- (3) **Advertise the Development Services Committee meeting dates for 2009 as the third Monday in the month commencing at 6.00 pm with the following exceptions:-**

January	No meeting
February	Monday 16 th
March	Monday 16 th
April	Monday 20 th
May	Monday 18 th
June	Monday 15 th
July	Monday 20 th
August	Monday 17 th
September	Monday 21 st
October	Monday 19 th
November	Monday 16 th
December	Monday 7 th - To avoid proximity to Christmas

- (4) **Advertise the Works & Corporate Services Committee meeting dates for 2009 as being held on the day after the Development Services Committee meeting commencing at 7.00 pm**

January	No meeting
February	Tuesday 17th
March	Tuesday 17th
April	Tuesday 21st
May	Tuesday 19th
June	Tuesday 16th
July	Tuesday 21st
August	Tuesday 18th
September	Tuesday 22nd
October	Tuesday 20th
November	Tuesday 17th
December	Tuesday 8th - To avoid proximity to Christmas; and

- (5) **Advertise the Strategic Planning Committee meeting dates for 2009 being held on the day after the Works & Corporate Services Committee meeting in the months of March, May, July, September & November commencing at 6.00 pm as:-**

March	Wednesday 18th
May	Wednesday 20th
July	Wednesday 22nd
September	Wednesday 23rd
November	Wednesday 18th

- (6) **And the required notice of the dates be published.**

Carried 6/0

11.1.2 USE OF COMMON SEAL

File No: SUB/179
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Laurie Vicary
Acting Chief Executive Officer

Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

To authorise the use of the Common Seal on the Waste and Recycling Collection Contract that was awarded to Transpacific Cleanaway Pty Ltd by decision of the Council on 27 October 2008.

BACKGROUND

The decision of the Council to Award the contract should have included reference to the requirement to affix the seal to the contract document.

CONSULTATION

Nil.

STAFF COMMENT

The Standing Orders Local Law are not clear on the use of the seal and this report is therefore based on the past experience of the author. However, the Local Law does prohibit the use of the Common Seal by the Chief Executive Officer without the express authority of the Council.

The use of the seal and whether there should be reference to signing by the Mayor and the Chief Executive Officer is a matter that should be addressed before the new Standing Orders are finalised.

It is a matter that will need to be taken into account when amendments to the Local Government Act are next promulgated.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Nil.

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Cunningham, seconded Cr Walsh

That the use of the Common Seal of the Town of Cottesloe signed in the presence of the Mayor and Acting Chief Executive Officer on the Waste and Recycling collection contract with Transpacific Cleanaway Pty Ltd be authorised.

Carried 6/0

11.1.3 TOWN OF COTTESLOE - FUTURE PLAN REVIEW

File No: sub/108
Attachments: [Local Government Act - Section 5.56](#)
[Administration Regulation 19c & 19d](#)
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Krystal Shenton
Executive Assistant
Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

The Future Plan for the Town of Cottesloe 2006 to 2010 was due for its first review in November 2008. Council staff recommends that:

The Future Plan for the Town of Cottesloe 2006 to 2010 be postponed for review in the March 2009 Council Meeting.

BACKGROUND

The Future Plan for the Town of Cottesloe 2006 to 2010 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. This review has not yet taken place due to a turnover of the responsible staff.

CONSULTATION

Nil

STAFF COMMENT

It is desirable to complete the review when the new CEO (Carl Askew) has commenced duties and has had a chance to gain 'background' information.

POLICY IMPLICATIONS

Not known.

STRATEGIC IMPLICATIONS

The Future Plan has obvious strategic implications.

STATUTORY REQUIREMENTS

The Local Government Act (Section 5.56) and the Administration Regulations (19c and 19d). Copies of the legislation are attached.

SUSTAINABILITY IMPLICATIONS

The Future Plan addresses Sustainability.

FINANCIAL IMPLICATIONS

Adoption of the Future Plan will inevitably require expenditure.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Walsh, seconded Cr Woodhill

That the review of the future plan for the town of Cottesloe be deferred for consideration at the March 2009 meeting of the Council.

Carried 6/0

11.1.4 LIBRARY PROJECT STEERING COMMITTEE

File No: SUB/168-01
Responsible Officer: Laurie Vicary
Author: Acting Chief Executive Officer
Graham Pattrick
Manager Corporate Services

Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

A recommendation is made to accept this report.

BACKGROUND

There have been ongoing significant developments with the Library Project Steering Committee. As only two Councillors and the Manager Corporate & Community Services attend the Library Project Steering Committee meetings, the CEO determined that it would be beneficial to provide full information to all Councillors on a regular basis to the Works and Services Committee and Council.

CONSULTATION

Nil.

STAFF COMMENT

The following provides a summary of the discussions from the last Library Project Steering Committee held on Wednesday, 26 November at 3pm:

Tenders

The meeting was informed that 18 sets of tender documents were collected by builders. Of these 9 tenders were received. A report from the Tender Evaluation Committee was tabled on the progress to date:

Tenders:

- 9 received
- 2 non compliant
- 3 companies failed to supply sufficient information to score enough points in the evaluation process to be short listed
- 2 tenders were high and subsequently eliminated from the short list
- 2 tenders remain on the short list and under consideration.

The Tender Evaluation Committee is making contact with the preferred tenderer and attempting to negotiate on bringing the price down.

Land title update

The CEO of the Shire of Peppermint Grove confirmed that the issue is currently in front of parliament. It is required to stay there for 15 sitting days. If during this time it

has no negative comments then it will be passed. During the public comment period the only comments received by the Minister's office were positive.

The 15 sitting days will not be achieved during the current parliamentary session and it is anticipated the issue will be approved in Parliament in March 2009.

Council legal agreement

The legal agreement has been drafted and is with the Shire of Peppermint Grove's lawyers. Mayor Morgan stressed the importance of receiving this information prior to the December round of meetings.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Nil.

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Carmichael, seconded Cr Walsh

That Council accept the report.

Carried 6/0

Laurie Vicary left the meeting at 7.08pm

Laurie Vicary returned to the meeting at 7.10pm

11.1.5 RANGERS AUTHORITY

File No: SUB/541
Responsible Officer: Laurie Vicary
Author: Acting Chief Executive Officer
Graham Pattrick
Manager Corporate Services

Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

A recommendation has been made that Council endorse the appointment of all Rangers in accordance with legislative requirements.

BACKGROUND

The Town has recently employed Casual Rangers to cope with the summer period. It is a requirement for them to be authorised by Council. We also need to update the current Ranger authorisation.

CONSULTATION

Nil.

STAFF COMMENT

The Manager of Corporate and Community Services presents this item to ensure compliance with various legislation for the appointment of new Ranger staff. It was considered an opportune time to update the authorisation of our permanent Rangers at the same time.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

- Local Government Act 1995 – Sections 9.11; 9.13; 9.15; 9.16; 9.39.
- Bushfires Act – Fire Control Officer
- Litter Act
- Dog Act
- Control of Vehicles (off-road) Act
- Local Laws relating to:
 - Parking Facilities;
 - Local Government Property;
 - Dogs;

- Beach & Beach reserves No.3;
- Special Events;
- Activities on Thoroughfares and Trading in Thoroughfares and Public Places

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Cunningham, seconded Cr Boland

That Council approve the authorisation of the following Ranger staff in accordance with legislative requirements:

- **Neil Ferridge; Ernie Polis; Alexandra Salter; Anthony Fiorenza; Mark Lawson; Joseph Sidoti and Daniel Sharples.**

Carried 6/0

Cr Birnbrauer entered into the meeting at 7.44pm as an observer.

11.2 ENGINEERING**11.2.1 COTTESLOE BEACH - PUBLIC TOILETS - INDIANA TEAHOUSE**

File No: sub/207
Attachment: Indiana Teahouse Lease
Responsible Officer: Laurie Vicary
Author: Acting Chief Executive Officer
Laurie Vicary
Acting Chief Executive Officer

Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

To direct staff to ensure the toilets under the Indiana Teahouse are maintained to an appropriate standard.

BACKGROUND

The Mayor received a complaint regarding what could be described as the more than unsatisfactory condition of the toilets underneath the Teahouse. He requested the matter be brought to the attention of the Council by way of a report.

Responsibility for cleaning the toilets rests with the Lessee of the Indiana Teahouse as a condition of the lease agreement.

It is understood there have been complaints regarding the appearance and cleanliness of the toilets in the past and arrangements were made for inspections by the Rangers each day. Problems were reported to the Teahouse Management and further inspections followed to ensure the necessary cleaning had been completed. The need for the reintroduction of that system for this summer had been overlooked.

CONSULTATION

The need for consultation has yet to be resolved. Inspections of the toilets by the CEO and the Principal Environmental Health Officer did not reveal problems that could not be expected in a public toilet that appears to be in need of serious renovation.

Reports by the Rangers between the time of writing this report and the Committee Meeting may provide a better insight to the problem.

STAFF COMMENT

The author is of the opinion that this is a matter that should be resolved by better supervision by the Council staff to ensure the appropriate standards are maintained. The procedure for regular inspections by the Rangers was overlooked at the beginning of this summer and while that may not have eliminated the complaints received by the Mayor, it would have ensured the problem would have been corrected reasonably quickly.

Along with other seasonal activities we need to establish a system that ensures that measures that been successful in the past are not overlooked. This should not be a difficult problem.

One of the Rangers has suggested that members of the public who are not satisfied with the standard of the cleanliness should telephone the complaint to the people responsible for the cleaning. A sign showing the appropriate phone numbers could be placed in the toilets/showers.

POLICY IMPLICATIONS

None known.

STRATEGIC IMPLICATIONS

If ensuring tourism flourishes is a strategy, then, this matter must be addressed. One significant cause of problems with the toilets arises where they are used by foreign tourists who cover the toilet seat with paper before use and do nothing with the paper when they are finished. The Lessee of the Teahouse should be aware of the occasional influx of tourists and manage the cleaning accordingly.

STATUTORY REQUIREMENTS

The Health Act requires public toilets to be properly maintained.

Whilst not statutory in the sense of an Act, Regulation or Local Law, the Lease agreement is the direct link to management of the toilets.

SUSTAINABILITY IMPLICATIONS

Ongoing maintenance is required to ensure the building continues in a useable state.

FINANCIAL IMPLICATIONS

It should not be necessary for our Rangers to check the toilets. That is a cost the Council should not have to bear in light of the lease conditions.

Council should consider upgrading the toilets and showers to a reasonable standard so they appear to be acceptable when clean. This may encourage users to be more respectful of the facility.

VOTING

Simple Majority

OFFICER RECOMMENDATION

That:

- 1. The lessee of the Indiana teahouse (Cottesloe beach bathing pavilion) be instructed to clean the toilets and change rooms at least twice a day or more frequently if required.**

2. The acting CEO meet with the lessee of the above named premises to discuss and agree on an appropriate cleaning regime.
3. The acting CEO inspects the toilets and change rooms and direct the lessee with regard to items listed on the maintenance schedule that require attention and nominate a time consistent with the maintenance schedule for compliance of any such tasks.
4. The acting CEO arrange for intermittent inspections of the premises to ensure that directions given to the lessee are adopted.

The Mayor advised the Committee that the matter of cleaning the public toilets has previously been adequately resolved by Council and the recommendation by the Acting Executive Officer was unnecessary.

11.2.2 DRAFT PLAYGROUND EQUIPMENT DONATION POLICY

File No: SUB/240
Attachments: [Draft Playground Equipment Donation Policy](#)
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services

Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

At its meeting in October 2008, Council resolved to advertise, for public comment, the draft Playground Equipment Donation Policy with the results to be considered by Council at its December 2008 meeting. The public comment period has closed and this report provides the results of this effort, with a recommendation that:

THE NEW DRAFT POLICY "DRAFT PLAYGROUND EQUIPMENT DONATION" BE ADOPTED AND INCLUDED IN COUNCIL'S POLICY MANUAL.

BACKGROUND

This proposed policy originated from the May 2008 Council meeting when the proposed was considered to make available to local community organisations any redundant playground equipment where replacement items are being installed. This may allow local playgroups and other organisations to provide play equipment at a lower cost.

The draft policy was adopted by Council at its October 2008 meeting for the purpose of public consultation.

CONSULTATION

This report provides the results of the public consultation for a new proposed policy.

STAFF COMMENT

No comments have been received from the public during the consultation period on this draft policy. It is anticipated that there will not be many organisations which will be interested in this subject, due to its specialised nature.

POLICY IMPLICATIONS

This report proposes a new policy.

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Boland, seconded Cr Cunningham

That the new draft policy “Draft Playground Equipment Donation” be adopted and included in Council’s Policy Manual.

Carried 6/0

11.2.3 DRAFT REVISED RESIDENTIAL VERGES POLICY

File No: SUB/474
Attachments: [Draft Residential Verges Policy Submissions \(6\)](#)
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

At its October 2008 meeting Council resolved to advertise for public comment the draft Revised Residential Verges Policy, particularly for the proposed changes relating to vegetable gardens on road verges. The results were to be considered at the December meeting of Council. The public comment period has now closed and this report is the result of that effort with the following recommendation:

“That the draft revised Residential Verge Policy be adopted and included in Council’s policy manual and all persons who provided comments be informed of Council’s decision.”

BACKGROUND

Council adopted the current *Residential Verges* policy in 2004 which basically allows the establishment of level reticulated lawns without a permit or any staff involvement. Anything other than a flat lawn requires an application so that the proposed treatment can be checked by staff. The main reason for this process is to ensure public safety is retained and extreme treatments are rejected e.g. walls, depressions, rocks, bollards; dangerous or unsuitable plants e.g. cactus, toxic plants, invasive root systems etc.

In past years, a number of vegetable gardens have been discovered on road verges. The owners have not requested approval prior to digging up the verge. These gardens have been removed when requested to do so by staff.

No existing local government policy approving and giving control conditions for verge vegetable and herb gardens has been found by staff to provide a basis for the revised Residential Verges Policy.

CONSULTATION

The report provides the results of a public consultation process for this new/modified policy.

STAFF COMMENT

Six comments have received regarding the policy. The main points raised in the received comments are as follows:

1. If an inspection fee and a bond for potential damage to be done to road/path/damage/street tree damage would kill the ideal of planting vegetables and herbs on verges.
2. If there is vacant land controlled by Council in Cottesloe it should be set aside for a dedicated community garden.
3. Flower planting on verges doesn't attract an inspection fee or bond – why should vegetables and herbs?
4. The policy does encourage the planting of native vegetation to reduce the use of bore water and mains water. This will not happen if vegetables are planted.
5. Herbs planted around street trees would act as companion plants, to the benefit of the trees.
6. On wide verges, native shrub plantings should be allowed to exceed 1.5m high; the distance from the kerb to plants should be more than 2m, while the distance from the boundary is less important.
7. Too many restrictions for planting native species on verges will not achieve the aim of reducing verge reticulation.
8. Reticulating grass on verges is unproductive and water hungry. Vegetable planting should not be discouraged with costly approval processes.
9. Council should encourage verge vegetable gardens and provide helpful information and guidelines, with no inspections costs for such gardens.
10. Cottesloe Coastcare fully supports the encouragement of local native species on verges and to replace lawns. There are many garden 'escapee' species which become established in our bushland and dunes. Declared weeds must not be planted on verges but there is a larger list of plants which should be avoided.

With regards to the above comments, the following applies:

1. An inspection fee is proposed to ensure that the intended works on the verge do not endanger the owner in regards to obvious services or infrastructure on or under the verge and to protect Council's infrastructure, including street trees, drainage pits, kerbs and footpaths. Discussions onsite with the applicant could solve a number of initial problems or remove unknown dangers.

With regards to a bond there is potential for public infrastructure on or beside a verge to be damaged by a vegetable garden installation, tilling, staking etc. There is also a potential for a verge to be left in poor condition due to abandoned efforts for a garden. The bond would be kept in reserve and only used if the owner refused to rectify any damage.

- Such inspection fees and bonds already apply to housing development and for builders using the verge in front of developments.
2. A site was suggested for a community garden in the original report to Council in September 2008 however this suggestion was not proceeded with.
 3. Flower planting on verges does not normally involve ongoing tilling or digging up of large surface areas or the use of stakes for crops such as tomatoes. Deep root crops will require a higher level of fertilisers, including phosphates, plus deeper digging closer to underground services.
 4. It is agreed that vegetables will require much heavier watering and fertilising than native vegetation. This heavier fertilising would go against Council's efforts to reduce the flow of nitrates and phosphates into the aquifer.
 5. Street trees have grown very well in Cottesloe for over 100 years, without the need for 'companion plants'.
 6. Native vegetation on wide verges is restricted to 1.5m high to allow for concerns voiced in the community against thick tree and shrub growth which allows for people hiding in such vegetation. Vehicles backing out onto crossovers also need adequate views down paths and adjacent verges before backing onto road edges. Low and medium species are therefore promoted.
 7. It is agreed that too many restrictions will endanger the target of having local reticulated lawns converted to native vegetation. However, compared with flat lawn, a native species verge requires more consideration regarding chosen species, location and protection of the public.
 8. Reticulated lawn verges certainly use a lot of bore or 'mains' water. So do vegetable and herb gardens. Native species on verges will dramatically reduce water use and also promote native 'green' belts for the promotion of local species, bird life etc.
 9. Council in recent years has concentrated on the reduction of the use of bore water on large lawn areas and its replacement with native species. The general public have the total liberty to have large, productive vegetable/herb gardens on their private properties.
 10. Council has worked for many years with Cottesloe Coastcare including the recent creation of the Natural Areas Management Plan. 'Escapee' species from private properties have included seeds blown from seeding vegetables and herbs into native vegetation areas. Lawn areas take similar amounts of reticulation water to vegetable gardens but are at least easier to control in terms of seeding or escaping into native areas.

It is expected that, if the policy approving verge vegetable gardens proceeds, it will not generate a widespread growth of such areas. However, the policy needs to create controls to cover potential 'extreme' cases and give clear direction to staff.

The road verge is part of road reserves which are areas of crown land vested in Council. Council can therefore be liable for damage and injury for activities on the verge. An obvious and clear control system is therefore needed, which will require modification as new uses or trends spread. Vegetable herb gardens are just the most recent trends requiring a policy change.

It may be that the very high land value in Cottesloe is leading towards the verge being used for vegetable gardens to allow more valuable use of private front or back yards. Council must ensure that such a trend does not create a further demand for staff time to deal with the issues created as well as increasing potential liability exposure.

POLICY IMPLICATIONS

Council's existing Residential Verges policy applies until any revised version is adopted by Council.

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Under the *Local Government Act 1995*, Council has vested power over road reserves within the Town of Cottesloe other than MRWA controlled highways. This includes the control of road reserves, where responsibility for the care, control and management rests with the Town of Cottesloe. This applies to all local governments in the state.

Council's local law on "Activities on Thoroughfares and Trading in Thoroughfares and Public Places" also applies in regards to establishing and enforcing Council's control of road reserves.

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

An inspection fee would remove the cost to Council of staff having to inspect and report on applications for vegetable / herb gardens on verges. A bond charged at the time of approval would ensure the Council did not carry the cost of restoring any verge from an abandoned garden and the replacement of any verge tree killed or damaged due to digging through root systems.

Damage to service authority installations and/or injury to residents from such damage on the verge remains an unknown regarding a liability exposure risk.

VOTING

Simple Majority

OFFICER RECOMMENDATION

That the draft revised Residential Verge policy be adopted and included in Council's policy manual and all persons who provided comments be informed of Council's decision.

AMENDMENT

Moved Mayor Morgan, seconded Cr Walsh

Delete under the Draft Policy:

- (1) Page 132, section 3, sub-section (i) and (j)
- (2) Page 132, section 4, sub-section (3)

REASON: To remove the cost to the public of staff inspection and verge maintenance caused by vegetable/herb gardens.

Equal 3/3

The Presiding Member cast second vote

Carried 4/3

AMENDMENT

Moved Mayor Morgan, seconded Cr Walsh

Add under the Draft Policy, sub heading 'Procedure' "un-reticulated" after the word "planting".

REASON: Reticulated verges required a permit due to the need for underground piping.

Carried 5/1

AMENDMENT

Moved Cr Carmichael, seconded Mayor Morgan

Add under the Draft Policy, page 131, section 1, sub-section 6 install the word "mains" after the words "the use of".

REASON: To reiterate the need to reduce the use of all types of water supply.

Carried 6/0

AMENDMENT

Moved Cr Carmichael, seconded Mayor Morgan

Under the Draft Policy, page 131, section 2, sub-section 4 after “indigenous plant species” add the words “and the encouragement of hand watering and/or the use of controlled drip systems” install the word “mains” after the words “the use of”.

REASON: To discourage the use of automatic reticulation systems.

Carried 5/1

AMENDMENT

Moved Cr Boland, seconded Cr Carmichael

Under the Draft Policy, page 132, section 3, add sub-section (k) Installation of reticulation systems using mains or bore water is not approved.

Lost 2/4

AMENDMENT

Moved Cr Boland, seconded Cr Carmichael

Under the Draft Policy, page 133, section 4, sub-section 8 replace the words “vegetable/herb gardens” with the words “verge developments”.

REASON: That all verge developments including vegetable/herb gardens should be maintained in a controlled manner.

Carried 4/2

AMENDMENT

Moved Cr Boland, seconded Cr Carmichael

Under the Draft Policy, page 133, section 4, sub-section 9 replace the words “vegetable or herb species planted on a road verge” with the words “verge developments”.

REASON: That all verge developments including vegetable/herb gardens should be maintained in a controlled manner.

Carried 4/2

AMENDMENT

Under the Draft Policy, page 134, section 4, delete sub-section (xx)

Lost 2/4

AMENDMENT

Under the Draft Policy, page 135, section 4, delete sub-section (xx)

Lost 2/4

AMENDMENT

Moved Cr Boland, seconded Cr Carmichael

Under the Draft Policy, page 135, section 4, sub-section (xxi), replace the words "vegetable/herb gardens" with the words "verge developments".

REASON: That all verge developments including vegetable/herb gardens should be maintained in a controlled manner.

Carried 6/0

AMENDMENT

Moved Cr Boland, seconded Mayor Morgan

Under the Draft Policy, page 134, section 4, sub-section (xiii) add the words "or are otherwise regarded as weeds under the Cottesloe Natural Area Management Plan"

REASON: That the Natural Area Management Plan lists additional local weed species.

Carried 6/0

AMENDMENT

Moved Cr Boland, seconded Cr Carmichael

Under the Draft Policy, page 135, section 4, sub-section (Fees/Bonds), in the first sentence, replace the words "vegetable/herb gardens" with the words "developers of verge gardens".

REASON: That the same rules should apply to any verge development.

Carried 6/0

COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Walsh

That the draft revised Residential Verge policy be as amended be adopted and included in Council's policy manual and all persons who provided comments be informed of Council's decision and a copy of this amended policy be available at the Council Meeting.

Carried 5/1

Cr Dawkins left the meeting at 8.15pm

11.2.4 FEDERAL GOVERNMENT REGIONAL AND LOCAL COMMUNITY INFRASTRUCTURE PROGRAM 2008/09

File No: SUB/763
Attachments: [Media Release](#)
[Guidelines Regional & Local Community Infrastructure Program](#)
Submission (1)
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

The Federal Government has recent announced the creation of the Regional and Local Community Infrastructure Program 2008/09, which will provide a one-off grant of \$122,000 to the Town of Cottesloe for community infrastructure projects. The funding comes with conditions and the report provides alternative projects which would meet all conditions, with a recommendation:

1. *That the \$122,000 Federal Government Regional and Local Community Infrastructure Program 2008/09 grant be allocated to the purpose of*
2. *That the Chief Executive Officer or Acting Chief Executive Officer be given approval to sign an agreement on behalf of the Town of Cottesloe, and apply the Council seal 'if necessary', for the receipt of this grant.*

BACKGROUND

The grant of \$122,000 is the Town of Cottesloe 'share' of \$250 million allocated to all Australian local government authorities by the Federal Government. The purpose of the grant is to stimulate the local economy as part of the Australian approach to the global economic crisis.

CONSULTATION

Nil.

STAFF COMMENT

The \$122,000 grant allocation for the Town of Cottesloe is 'out of the blue' with no inclusion of its income or expenditure in the current budget. Council's details on what areas the funds are proposed to be spent must be with the Federal Government by 30 January 2009, with expenditure completed by 30 September 2009.

An agreement to the grant expenditure must be signed before one payment of 100% of the funds is provided. Funding is not provided for ongoing costs eg operational costs and maintenance, any form of transport infrastructure e.g. roads or related expenditure for Roads to Recovery or Black Spot programs.

To be able to be started and completed by September 2009, any project that will require a lengthy process of survey, design, Council presentation, public consultation or State Government approval (e.g. WAPC) will dramatically reduce the capacity to meet the completion date requirement.

On that basis the following projects are suggested for consideration for expenditure of \$122,000:

1. Limestone retaining wall repairs, Cottesloe Foreshore. Over many years the limestone walls around the Indiana Tea House and on the southern terraces have degenerated and have suffered a variety of vandalism and damage. There is a substantial need for a variety of sections to be either repaired or replaced. This work could be undertaken on short notice.
2. Playgrounds: Council has an ongoing 5 Year Improvements program for its playgrounds to upgrade playground units and install shade sails. \$122,000 would speed up this work and distribute the funds throughout the town area.
3. Cottesloe Beach Pylon: Council has agreed to fund a maximum of \$50,000 from a reserve account to 'save' the pylon. Lottery West has approved another \$50,000. The State Government has so far declined to provide the additional \$50,000 required for this project. Council may wish to spend \$50,000 of this federal grant on the pylon project.
4. Cycle paths: Council has recently adopted a new Cycle Plan. There are a variety of works covered in that plan which were to be covered in a draft 5 year plan to be provided to Council in February 2009. Council may wish to undertake \$122,000 of cycle related works in the next 6-8 months, with those works as listed in the Cycle Plan not including major works requiring extensive design, consultation and approval time periods.
5. Climate Change Study: One major gap in the climate change study's predictions was the lack of information on where underlying rock exists along the Cottesloe foreshore. A below ground radar study to provide this information would allow efforts on potential future protection works to concentrate on the deep sand/no rock areas along the Cottesloe coast line.
6. Traffic Management Plan: A 5 year program is to be provided to Council in February 2009 for traffic management and speed control installations in Cottesloe based on the recently adopted Traffic Management Plan. Council may wish to commence early installation of priority works with the new federal grant.

- 7. Footpaths: Council has an ongoing footpath slab replacement with in-situ concrete programme throughout Cottesloe. This new grant could be used to speed up this program.

All of these projects will require significant Council funding in the future. The \$122,000 Federal grant would allow each of the above listed projects to be substantially progressed or completed.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil.

STATUTORY REQUIREMENTS

The Regional and Community Infrastructure Program (RLCIP) will be administered by the Federal Department of Infrastructure, Transport, Regional Development and Local Government. Mandatory reporting and audit requirements have yet to be received. Funds received and spent will have to comply with federal conditions of expenditure of the \$122,000 allocation.

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The \$122,000 grant income and expenditure was not included in the 2008/09 budget. The project details are required by the Federal Government by 30 January 2009. All funding must be expended by 30 September 2009.

VOTING

Simple Majority

OFFICER RECOMMENDATION

That:

- (1) The \$122,000 Federal Government Regional and Local Community Infrastructure Program 2008/09 grant be allocated to the purpose of**
- (2) The Chief Executive Officer or Acting Chief Executive Officer be given approval to sign an agreement on behalf of the Town of Cottesloe and apply the Council seal if necessary, for the receipt of this grant.**

AMENDMENT

Moved Mayor Morgan, seconded Cr Walsh

That the Officer Recommendation be adopted with the inclusion of the following words in Item (1) "Phase 1 of the Beach Pylon Refurbishment".

REASON: because something needs to be done about the liability that the pylon poses to the community and the council

Lost 3/3

The Presiding Member cast second vote

Carried 4/3

COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Walsh

- (1) **The \$122,000 Federal Government Regional and Local Community Infrastructure Program 2008/09 grant be allocated to the purpose of Phase 1 Beach Pylon Refurbishment.**
- (2) **The Chief Executive Officer or Acting Chief Executive Officer be given approval to sign an agreement on behalf of the Town of Cottesloe and apply the Council seal if necessary, for the receipt of this grant.**

Carried 4/3

Cr Walsh left the meeting at 8.52pm

11.3 FINANCE

11.3.1 CHANGE IN ENERGY SUPPLY CONTRACT FOR COTTESLOE CIVIC CENTRE

File No: SUB/104
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Jade Hankin
Sustainability Officer

Proposed Meeting Date: 9-Dec-2008

Author Disclosure of Interest Nil

SUMMARY

This report outlines the costs involved in reviewing and establishing an energy ('electricity') contract for the Cottesloe Civic Centre.

It is recommended that council approve provision of the energy contract between the Town of Cottesloe, Landfill Gas and Power Pty Ltd and CoZero and accept costs outlined.

BACKGROUND

At the start of 2008 an energy procurement project was initiated by WALGA. This was to meet a range of objectives for local governments across W.A. These included:

- **Price Aggregation:** The ability to access supply rates for electricity that are based on the whole of sector spend, therefore inclusive of a volume predicated discount.
- **Contractual Assurance:** The availability of a consistent and robust set of terms and conditions to support the contract and minimise any potential for dispute, particularly over the requirements of the service provider to deliver maintenance and support.
- **Reporting:** Access to facilities and tools that can assist Local Government to understand their spend pattern and how to leverage best value out of the contract through option selection and usage.
- **Environmental:** The availability of accredited renewable energy options to the extent that the market is able to supply.
- **Policy/Advocacy:** The ability to leverage off the strength of collective contract spend to represent issues such as deregulation of metered supplies and market contestability.

- **Administrative efficiency:** Saving WALGA members the cost and risk of managing the tender process, avoiding duplication, and centralising aspects of contract management for the benefit of the sector.
- **Compliance:** Under the Local Government (Functions and General) Regulations, 1996, Local Governments are required to independently tender for their energy needs on contestable sites if their annual expenditure exceeds \$100,000.00. The Preferred Supplier Arrangement would satisfy a tender exemption listed in the regulations.

WALGA analysed current energy arrangements and provided a number of options for councils to take advantage of.

Town of Cottesloe Civic Centre Current Energy Supplier

The Town of Cottesloe currently powers the Civic Centre through the company Landfill Gas and Power Pty Ltd (LGP). Energy is purchased of which 75% is from renewable sources. Energy consumption is approximately 160 MWh p/yr which amounts to approximately \$22,000 p/yr.

This electricity sourced from LGP has until recently, been accredited for inclusion in the Town of Cottesloe's reporting for the International Council for Local Environmental Initiatives (ICLEI) Cities for Climate Protection (CCP) Program. The ICLEI CCP program assists local governments and their community in reducing greenhouse gas emissions and impacts on the environment through capacity building, target and milestone setting and the completion of actions.

Recently however, ICLEI requirements have changed and due to the fact LGP on-sells the Renewable Energy Credits (REC's) it receives for providing this energy, the Town can no longer use them as an accredited supplier.

To enable the reporting of renewable energy in our ICLEI CCP measures report, the Town of Cottesloe must purchase REC's that are not on-sold in the commercial marketplace. They must be surrendered, to be deemed contributing to renewable energy production.

Due to these changes, alternative options for a renewable energy supplier that met the accreditation requirements of ICLEI and the strategic and policy objectives of the Town of Cottesloe have been investigated.

Preferred Energy Supplier

CoZero is a company based in Sydney who provides a range of environmental products. They have provided a range of quotes for the provision of a green energy supply. This includes the option of accredited 'Green Power'. Green Power is a trademark product for renewable energy produced in Australia. Through purchasing Green Power, the Town of Cottesloe would be purchasing electricity generated from the Alinta wind farm in Geraldton.

The preferred option for energy supply at the Cottesloe Civic Centre (based on estimate consumption of 160MWh per/yr) is as follows:

- Obtain regular 'black' power component from Landfill Gas and Power. This will amount to approximately \$ 21,000 per /yr.
- Obtain 100% accredited 'Green Power' from CoZero paid on a monthly basis, which amounts to approximately \$8,900 per/yr.
- Begin the contract in December 2008 for a 2 year period, after which time it will be reviewed.

Partnership Arrangement

Due to the Town of Cottesloe sourcing regular power from LGP, with the 'Green' component sourced from CoZero, a system will be established where one invoice will be issued combining both costs. This will make the agreement very clear and reduce processing times.

CONSULTATION

Consultation has occurred between the Sustainability Officer and various energy suppliers including CoZero. Through discussions and obtaining quotes, it has been determined CoZero and LGP combined provides the most cost effective energy supply option in conjunction with meeting the Town of Cottesloe's requirements under the ICLEI CCP program. Remaining with the Town's current supplier, LGP, for a component of the energy supply enables the contract to be established more efficiently and reduces costs.

STAFF COMMENT

Due to the WALGA energy procurement project and the need for the Town of Cottesloe to continue to source renewable energy from an accredited means to meet ICLEI requirements, the provisions provided by Landfill Gas and Power and CoZero are a suitable option.

It is important to lock in a contract to secure costs for maintaining this service.

Increasing the renewable energy component of the Civic Centre from 75% to 100% also provides an opportunity for council to promote its sustainability values and enhance awareness of renewable energy in the community, encouraging similar behaviour changes.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Establishing this contract meets the Town of Cottesloe's strategic sustainability objectives as outlined under Section 4 of the *Future Plan*. It promotes the use of renewable energy over energy produced from traditional coal burning methods, which reduces greenhouse gas emissions and the contribution to global warming.

It is sensible for future financial planning to address these issues now, in a proactive manner when costs are manageable and future planning and preparation can be done, rather than at a later date. In the future we are only likely to move into a more carbon constrained economy.

STATUTORY REQUIREMENTS

Nil.

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

To implement this contract an increase of ~\$8000 per annum is required, above current supplier costs. However, this increases the renewable energy component powering the Civic Centre to 100% from 75%. This is the best price offer ensuring the Town of Cottesloe continues to meet its ICLEI requirements by utilising an accredited green power supplier.

An additional ~\$4,500 for the remainder of this financial year is required to implement this, that hasn't been allocated in the 2008/2009 budget.

A two year contract should be approved which can then be reviewed after this time. Costs over the next two years will only rise by a minimal amount under the contract arrangement.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Woodhill, seconded Cr Cunningham

- (1) **That the provision of an energy contract between the Town of Cottesloe, Landfill Gas and Power Pty Ltd and CoZero be adopted for the anticipated annual cost of \$30,000.**
- (2) **That \$4,500 be allocated to implement a green power contract with CoZero for the remainder of the 2008/2009 financial year.**

Carried 5/0

11.3.2 STATUTORY FINANCIAL STATEMENTS FOR THE PERIOD ENDING 30 NOVEMBER 2008

File No: SUB/137
Attachments: [Financial Statements](#)
Responsible Officer: Laurie Vicary
Author: Acting Chief Executive Officer
Graham Pattrick
Manager Corporate Services

Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the Operating Statement, Statement of Assets and Liabilities and supporting financial information for the period ending 30 November, 2008, to Council.

BACKGROUND

The Financial Statements are presented monthly.

CONSULTATION

Nil.

STAFF COMMENT

The Operating Statement on page 2 of the Financial Statements shows a favourable variance between the actual and budgeted YTD operating surplus of \$288,983 as at 30 November 2008. Operating Revenue is ahead of budget by \$36,623 (1%). Operating Expenditure is \$163,280 (5%) less than budgeted YTD. A report on the variances in income and expenditure for the period ended 30 November 2008 is shown on pages 7-8.

The Capital Works Program is listed on pages 20 & 21 and shows total expenditure of \$1,951,087 compared to YTD budget of \$3,136,773.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Financial reporting is a statutory requirement under the *Local Government Act 1995*.

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Cunningham, seconded Cr Boland

That Council receive the Operating Statement, Statement of Assets and Liabilities and supporting financial information for the period ending 30 November, 2008, as submitted to the 9 December, 2008, meeting of the Works and Corporate Services Committee.

Carried 5/0

11.3.3 SCHEDULE OF INVESTMENTS AND SCHEDULE OF LOANS FOR THE PERIOD ENDING 30 NOVEMBER 2008

File No: SUB/150 & SUB/151
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Graham Pattrick
Manager Corporate Services

Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the Schedule of Investments and Schedule of Loans for the period ending 30 November 2008 to Council.

BACKGROUND

The Schedule of Investments and Schedule of Loans are presented monthly.

CONSULTATION

Nil.

STAFF COMMENT

The Schedule of Investments on page 15 of the Financial Statements shows that \$3,582,533.50 was invested as at 30 November, 2008

Reserve Funds make up \$2,444,385.74 of the total invested and are restricted funds. Approximately 43% of the funds are invested with the National Australia Bank, 18% with Bank of Queensland, 8% with Commonwealth Bank and 8% with BankWest.

The Schedule of Loans on page 16 shows a balance of \$591,191.38 as at 30 November, 2008. There is \$513,263.86 included in this balance that relates to self supporting loans.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Financial reporting is a statutory requirement under the *Local Government Act 1995*.

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Cunningham, seconded Cr Boland

That Council receive the Schedule of Investments and Schedule of Loans for the period ending 30 November, 2008, as submitted to the 9 December, 2008 meeting of the Works and Corporate Services Committee.

Carried 5/0

11.3.4 ACCOUNTS FOR THE PERIOD ENDING 30 NOVEMBER 2008

File No: SUB/137
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Graham Pattrick
Manager Corporate Services

Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the List of Accounts for the period ending 30 November, 2008 to Council.

BACKGROUND

The List of Accounts is presented monthly.

CONSULTATION

Nil.

STAFF COMMENT

The following significant payments are brought to your attention that are included in the list of accounts commencing on page 9 of the Financial Statements:

- \$16,733.31 to Cobblestone Concrete for footpath installation
- \$15,011.79 to WA Local Govt Super Fund for staff deductions
- \$13,542.71 to WA Local Govt Super Fund for staff deductions
- \$27,975.83 to BCITF for payment of levies collected
- \$14,205.00 to Byrnes & Associates for EbD
- \$106,488.56 to Wilson Technology for Meter Eye installation
- \$19,069.78 to New England Research for Report to WESROC
- \$26,096.40 to LGIS Liability for final premium instalment
- \$29,216.00 to LGIS Workcare for final premium instalment
- \$15,652.16 to Surf Life Saving WA for lifeguard contract for October 2008
- \$16,007.20 to Kerbing West for installation of kerbing
- \$435,207.27 to KMC for building progress claim 4
- \$21,840.50 to Claremont Asphalt for installation of soak pits
- \$11,748.00 to CEMEX for assorted soak wells
- \$26,760.25 to Brian Curtis for EbD consultancy
- \$24,193.40 to Claremont Asphalt for installation of soak pits
- \$35,573.72 to Melville Subaru for vehicle purchase
- \$18,003.46 to Town of Mosman Park for road construction costs
- \$20,754.73 to Wilson Technology for Meter Eye installation

- \$47,484.94 to Transpacific Cleanaway for domestic & commercial rubbish collection October 2008
- \$19,917.09 to Data#3 for Microsoft licensing costs
- \$131,158.43 for staff payroll

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Financial reporting is a statutory requirement under the *Local Government Act 1995*.

SUSTAINABILITY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Cunningham, seconded Cr Boland

That Council receive the List of Accounts for the period ending 30 November, 2008 as submitted to the 9 December, 2008 meeting of the Works and Corporate Services Committee.

Carried 5/0

**11.3.5 PROPERTY AND SUNDRY DEBTORS REPORTS FOR THE PERIOD ENDING 30
NOVEMBER, 2008**

File No: SUB/145
Responsible Officer: Laurie Vicary
Acting Chief Executive Officer
Author: Graham Pattrick
Manager Corporate Services
Proposed Meeting Date: 9-Dec-2008
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the Property and Sundry Debtors Reports for the period ending 30 November, 2008 to Council.

BACKGROUND

The Property and Sundry Debtors Reports are presented monthly.

CONSULTATION

Nil.

STAFF COMMENT

The Sundry Debtors Report on pages 17 to 18 of the Financial Statements shows a balance of \$182,388.19 of which \$77,380.08 relates to the current month. The balance of aged debt greater than 30 days stood at \$105,008.11 of which \$96,410.51 relates to pensioner rebates that are being reconciled by the Senior Finance Officer.

Property Debtors are shown in the Rates and Charges analysis on page 19 of the Financial Statements and show a balance of \$1,574,007.68. Of this amount \$234,163.85 and \$305,303.03 are deferred rates and outstanding ESL respectively. As can be seen on the Balance Sheet on page 4 of the Financial Statements, rates as a current asset are \$1,339,627 in 2008 compared to \$1,289,287 last year.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Financial report is a statutory requirement under the *Local Government Act 1995*.

SUSTAINABILITY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Cunningham, seconded Cr Boland

That Council:

- (1) Receive and endorse the Property Debtors Report for the period ending 30 November, 2008; and**
- (2) Receive the Sundry Debtors Report for the period ending 30 November, 2008.**

Carried 5/0

Cr Walsh returned to the meeting at 8.54pm

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

Nil

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

Nil

14 MEETING CLOSURE

The Presiding Member announced the closure of the meeting at 8.55pm.

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