

TOWN OF COTTESLOE



WORKS AND CORPORATE SERVICES COMMITTEE

MINUTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
7.00 PM, TUESDAY, 20 JULY 2010

CARL ASKEW
Chief Executive Officer

23 July 2010

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

The Presiding Member announced the meeting opened at 7:02pm

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

Mayor Kevin Morgan	Presiding Member
Cr Greg Boland	
Cr Dan Cunningham	
Cr Patricia Carmichael	
Cr Rob Rowell	
Cr Victor Strzina	Arrived at 7:10pm.
Cr Ian Woodhill	
Cr Jo Dawkins	Observer

Officers Present

Carl Askew	Chief Executive Officer
Graham Pattrick	Manager Community & Corporate Services
Geoff Trigg	Manager Engineering Services
Andrew Jackson	Manager Developmental Services: 7:02pm 7:45pm.
Annaliese Davis	Events & Support Officer

Apologies

Nil

Officer Apologies

Nil

Leave of Absence (previously approved)

Nil

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**4 PUBLIC QUESTION TIME**

Nil

5 PUBLIC STATEMENT TIME

Robert Frith – 1 Lillian Street, Cottesloe – Item 10.2.1 - Proposed Depot Relocation – Golf course site concept

Mr Frith raised his concerns about the proposed depot relocation to the Seaview Golf Club. He does not support using an A Class reserve for the new depot site and is disturbed by the proposal that Council may pay \$60,000 to the Seaview Golf Club who leases the land on a peppercorn lease. Mr Firth commented on the issue of future amalgamation and if relocating to this new site would be wise. He understands the financial issues concerning the renovations of the existing depot site however feels that entering into a co-location with the Town of Mosman Park would be a better option.

Heather Tunmore – 17 Rosendo Street, Cottesloe – Item 10.2.1 - Proposed Depot Relocation – Golf course site concept.

Mrs Tunmore also made a statement outlining her concerns about the proposed depot relocation to the Seaview Golf Club. Mrs Tunmore had sent a letter to the Council outlining her issues with the proposal. She does not support using an A Class reserve for the depot and is concerned about the safety of children at the Kindergarten. Mrs Tunmore also made a comment regarding the issue of increased traffic flow on Broome Street. She feels that Council is setting a precedent by using an A Class reserve for a work space.

6 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved Cr Woodhill, seconded Cr Rowell

[Minutes June 22 2010 Works and Corporate Services Committee.doc](#)

The Minutes of the Ordinary meeting of the Works and Corporate Services Committee, held on 22 June 2010 be confirmed.

Carried 6/0

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

For the benefit of the members of the public present the Chairman determined to consider the following items first:

10.2.1 Proposed Depot Relocation – Golf Course
Site Concept – Progress Report

The Chairman then returned to the published order of the agenda, noting that item 10.2.3 has been withdrawn prior to the meeting and will be re-presented to Committee next month.

The following items from the Works and Corporate Services Committee were dealt with *en bloc*.

- 10.3.1 Statutory Financial Reports for the month ending 30 June 2010.
- 10.3.2 Schedule Investments and Loans as at 30 June 2010.
- 10.3.3 Accounts paid in the month of June 2010
- 10.3.4 Property & Sundry Debtors report for the month ending 30 June 2010

10 REPORTS OF COMMITTEES AND OFFICERS

10.1 ADMINISTRATION

10.1.1 DELEGATED POWERS

File No: Sub/38
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Carl Askew
Chief Executive Officer

Proposed Meeting Date: 20 July 2010

Author Disclosure of Interest Nil

SUMMARY

In order to expedite decision-making within the Town of Cottesloe, a recommendation is made to delegate a number of powers and duties to the Chief Executive Officer as provided for in the Local Government Act (1995).

BACKGROUND

It allows the CEO to make decisions under the authority of Council without having to constantly refer business of a routine nature to Council.

The CEO delegates some of the powers in turn to senior staff.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Sections 5.42 and 5.43 of the *Local Government Act (1995)* provide as follows:-

5.42. Delegation of some powers and duties to CEO

(1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.

* *Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.43. Limits on delegations to CEO's

A local government cannot delegate to a CEO any of the following powers or duties:-

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (h) any power or duty that requires the approval of the Minister or the Governor; or
- (i) such other powers or duties as may be prescribed.

SUSTAINABILITY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The delegations recommended for endorsement are the same as those approved by Council in 2009. In relation to section 6.12 (waiver of debts) a request is made to increase the amount from \$100 to \$500. In February 2010 in addition Council also approved the appointment of officers to carry out the provisions of the new Food Act 2008. This appointment has been included as an additional delegation for 2010/2011.

VOTING

Absolute Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Rowell

That Council delegate the following powers and duties to the Chief Executive Officer effective to 30 June, 2011

Section	Local Government Act 1995
3.18	Administration and enforcement of local laws
3.21	Performance of executive functions relating to land
3.24/3.25/3.26(3)	Powers to be exercised by authorised persons in relation to

Section	Local Government Act 1995
	land
3.28/3.29	Powers of entry to land
3.31/3.33/3.34	Powers of entry to land
3.36	Opening/closing of fences
3.39	Authorising employees to impound goods
3.46	Withholding of goods
3.47	Disposal of impounded goods
3.47A	Disposal of sick or injured animals
3.48	Recovery of costs associated with impounded goods
3.50	Closure of thoroughfares to certain vehicles
3.50A	Closure of thoroughfares for repairs or maintenance
3.57	Inviting tenders for goods and services under contract
5.2	Ensuring that an appropriate structure exists for administration
5.36	Employment of persons other than the Chief Executive Officer
6.12	Waive, grant concessions or write off individual debts to a maximum of \$500
6.14	Investing funds not required
6.49	Make agreements with persons regarding payment of rates
6.64	Action taken when rates are unpaid for at least 3 years
6.76(4,5,6)	Dealing with objections to rates records
9.10	Appointment of authorised persons
Section	Local Government (Miscellaneous Provisions) Act 1960
374.(1) (b)	Plans of buildings to be approved
401	Give notice of required alterations to buildings
403	Give notice of dangerous buildings
Section	Dog Act 1976
9	Administer and enforce provisions of the Dog Act.
Law No.	Signs, Hoardings and Billposting Local Law
28	Revoke sign licences
33	Issue and revoke special permits for signs
36A	Remove and dispose of signs unlawfully displayed
Law No.	Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law
6.2	Approve or refuse an application for a permit to trade, conduct a stall or outdoor eating facility.
Regulation	Building Regulations 1989
20	Issue a certificate of classification
Regulation	Local Government (Financial Management) Regulations 1996
12(1)(a)	Power to make payments from the municipal and trust funds
Regulation	Food Act 2008
122	To appoint authorise officers and designated officers to carry out the provisions of the Act

Carried 7/0

10.2 ENGINEERING

10.2.1 PROPOSED DEPOT RELOCATION – GOLF COURSE SITE CONCEPT – PROGRESS REPORT

File No: SUB/220
Attachments: Letters from residents regarding depot relocation proposal
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Andrew Jackson/Geoff Trigg
Manager Development Services

Proposed Meeting Date: 20 July 2010
Author Disclosure of Interest: Nil

SUMMARY

This report updates Council on the feasibility and benefits examination so far of the potential to relocate the municipal depot to the fringe of the golf course and playing fields near the intersection of Broome and Jarrad Streets.

Council has supported investigating this location as a preferred option, after years of deliberations over the need for an improved “operations centre” and to clean-up as well as make better use of the current depot land in the middle of a residential area.

The purpose of this progress report is to apprise Council of the findings to date by staff as a result of concept planning, technical aspects, liaison with relevant parties and preliminary consultation, in order to determine the next steps. This is also desirable because several Council initiatives are affected by the depot proposals and outcomes, which influences the allocation of resources, consultants and budgets to those projects – eg, expenditure on a residential structure plan for the existing depot site.

At this stage it is important to appreciate that the concept proposal for the golf course area aims to satisfy a range of considerations in managing Council’s services and assets.

BACKGROUND

Council has recently committed to explore in more detail relocation of the existing depot to the golf course precinct and to dispose of the old site for urban redevelopment. The 2010/2011 budget preparation has been cognisant of this action.

This follows previous reports and resolutions giving direction to staff on the matter, to pursue technical research, financial arrangements, concept plans, liaison and consultation for reporting back to Council. Specifically regarding the golf course proposal Council’s October 2009 instruction included:

- *Ensure that residents, especially those adjacent to the existing depot site and the proposed new site, are kept informed of Council decisions on this matter.*
- *Prepare a concept plan for the proposed new site, and authorise officers to negotiate with the SeaView Golf Club for a formal agreement on the proposal, in preparation for a Development Application to be sent to the Western Australian Planning Commission.*

Landscape architects were engaged to prepare a concept plan demonstrating the locations, layouts and landscaping treatments of the components for a new operations centre, as a basis for discussions, estimates, advertising and detailed design towards a formal proposal.

In May 2010 Council had a briefing session on the status of the depot projects before moving forward. This gave consideration to implementation, support in-principle to the concept plan and guidance to proceed with preliminary consultation so that organisations and residents are informed and may contribute to the plans ultimately adopted.

Subsequently officers have attended to these consultations whereby the proposal has become publicised and is attracting comments to be taken into account.

STRATEGIC IMPLICATIONS

The notion of a new depot relates to a number of high-level strategic considerations for Council in the overall and long-term interests of the municipality, including:

- The ongoing provision of local depot services for the community, in a central site as a modern, clean activity.
- Overcoming the environmental, amenity, operational and occupational problems of the present depot site and facilities.
- The comparative operational efficiencies and economies associated with the identification of possible sites canvassed.
- Enabling residential redevelopment of the current site, consistent with town planning strategies and provisions.
- Realising that property value as a source of funds for investment and improvements around the district over time.
- The opportunity for synergies with any new site, such as accessibility, shared facilities and equipment, maintenance and security, upgraded infrastructure (eg sewerage connection).

These are reflected in Council's *Future Plan/Action Plan*, which defines formulation of a solution for the Town's depot requirements, maintaining Council infrastructure in a sustainable way, managing assets that have a realisable value, maximising income from non-rates sources and long-term financial planning as key governance parameters.

The present conceptual proposal, therefore, should not be seen in isolation but rather as seeking to address a package of such strategic objectives. It embodies the positives of a localised facility, sufficient space, utilisation of public land, cost-containment and direct control by the Town.

POLICY IMPLICATIONS

As with the above strategic outlook, a suite of policies relates to Council's deliberations about a future operations centre, including *Community Consultation, Investment of Surplus Funds, Investments, Occupational Safety & Health, Regional Cooperation, Sale of Council Property and Assets with Realisable Value*. This framework provides a guide to procedures and decision-making in weighing-up diverse factors shaping proposals.

STATUTORY ENVIRONMENT

Achieving a new operations centre entails particular statutory procedures depending on the site and proposal. Hence firming-up the concept plan sufficient to convey the proposal for feedback and modification before formalising an application.

In this case planning approval is required by the Western Australian Planning Commission (WAPC) as well as support from the Heritage Council of Western Australia (HCWA). Both of these agencies have been consulted on a preliminary basis and indicated that there appears to be reasonable scope to consider an application.

Land assembly and tenure is another dimension to be addressed, which is common when proposing to accommodate community-orientated facilities on public landholdings – ie, state and local government sites are required to house various recreational, civic and institutional facilities serving each district. Hence the golf club, kindergarten, rugby club, football club and water tank developments and activities already grouped together in this location. This may require rationalising land holdings and classifications.

The golf course and the playing fields are Parks and Recreation Reservation under the Metropolitan Region Scheme (MRS), whereby development applications require determination by the WAPC. While an operations centre is not automatically envisaged for such land, the WAPC is able to approve of suitable proposals and as mentioned the operations centre would offer benefits in terms of synergies and sustainability in the management and maintenance of this regional open space.

As the golf course is listed on the State Register of Heritage Places, being the inaugural links golf course in WA, the proposal would also require referral to and the support of the HCWA.

From a local planning perspective relevant considerations include vehicular access and circulation, urban design in the open space context (visual amenity, materials and finishes, landscaping), interfaces with the kindergarten and golf club complex, and a clean operation.

The Town has liaised with the HCWA for preliminary advice, including a site visit. Officers have indicated that the operations centre proposal would be assessed in relation to how it may affect the significance of the heritage place, and that the kindergarten and club buildings parts of the golf course area are seen to be of little significance. The main heritage values to be protected are the landmark, scenic and natural vegetation qualities of the open space and the associated community sense of place.

The Town has liaised with the Department of Planning for preliminary advice. Officers have advised that particular WAPC planning strategies or policies may apply to the consideration of proposals for regional open space. Aspects include the nature of the reservation, land tenure, orderly and proper planning, preservation of amenity, suitability within the established framework of the district, and traffic management.

This outlines the more detailed research, liaison, design and justification which would be attended to in the next phase of the project to submit a development application.

FINANCIAL IMPLICATIONS

The future of Council's depot site and operations is a pivotal financial equation for governance of the Town.

The existing depot facility has become an operational and maintenance liability demanding expenditure whether it stays or is relocated. Its asset value is too great to ignore as a means to financial stability (including ongoing rates revenue) and funds to improve the district. Not realising that income would be a major loss to Council, in terms of funding a replacement depot, all other operations, and the ability to improve/increase services and facilities.

Also, the golf club option for a new operations centre is assessed as cost-effective to create and maintain.

SUSTAINABILITY IMPLICATIONS

Replacing the existing depot with a new operations centre relates directly to responsible sustainability practices. Decontamination of the existing depot is an environmental and health imperative. Operating a clean new facility (including in this case cleaning-up the golf club plant), providing sewerage connection and rationalising water/energy consumption are likewise advantageous. Additional sustainability gains are minimising fuel consumption and assisting urban consolidation. The new depot is intended to be a non-polluting, low-waste operation.

CONSULTATIONS

The preliminary consultations undertaken comprise:

- Letters to residents along Broome and Forrest Streets, explaining the proposal, enclosing plans and inviting comments.
- Similar letters to the kindergarten, football club, rugby club and ratepayers' association.
- Ongoing liaison with the golf club about the operational and administrative particulars involved.
- Newspaper coverage reaching the wider community.

The focus of this consultation has been to disseminate the proposal and circulate the concept plan in order to gauge resident, community and organisational responses, and to take into account comments for design refinements. This is appropriate before commencing the next phase of the project, ie formalising the proposal by way of a development application and agreement with the golf club.

As of 15 July the Town had received a total of 17 written responses and approximately 25 phone or counter enquiries about the advertised proposal. This comprises a mixture of expressions of support and objection; the former from golf club members and a few nearby residents and the latter from residents both nearby and further afield. This feedback is valuable in profiling the aspects to be addressed by the proposal. The points raised range from broader strategic considerations to specific process and amenity-type concerns, as summarised below.

Role of open space

- Concern regarding the historical role of the regional open space and loss of enjoyable public land as a social asset – keep it as protected and accessible for all.
- Concern that the proposed use is unrelated to the open space, which would create a precedent.
- The expectation of residents who have settled in the area is that the open space and views would be preserved.

Location / layout

- On the one hand the proposal is seen as a sensible central location.
- On the other hand it is seen as non-sustainable due to being fragmented.

Design details

- Request for elevations and materials information.
- Request for details of addition to Anderson Pavilion.

Amenity

- On the one hand concern regarding loss of amenity and attractive views – blighting of parkland aesthetics.
- On the other hand no objection on the basis of little visual impact detected.

Traffic

- Concern regarding traffic generation, conflicts and safety – including frequency and time of movements as well as heavy vehicles.

Kindergarten

- Perceived incompatibility of a depot operation with kindergarten usage.

Golf balls

- Concern regarding this safety risk being increased.

Financial

- Support for the proposal as it would free-up the old depot for income and foster viability of the golf club, for the greater good.
- Concern regarding a waste of resources and expenditure on this disfavoured option.

Land and leasing arrangements

- Queries regarding land tenure, possible excision and purchase, plus leasing arrangements with the golf club.

Alternatives

- Encouragement to consider alternative sites – with the full community.
- Suggestions include keeping the existing depot, John Black Dune Park and joining with other councils.
- Another is to put all of the new depot at the northern site on the golf course away from the kindergarten.

Consultation

- Dissatisfaction with the timing and extent – longer and wider advertising is advocated.

CONCLUSION

In conclusion, the solution for a new operations centre is multi-faceted, with pros and cons whatever site is studied. There is no simple answer for a Town depot and it is difficult to discover an ideal site from all perspectives. Realistically, any site will be a compromise to some extent, although affects on amenity may be handled by quality design and development and best-practices.

To do nothing is not an option. Retention of the existing depot site would necessitate decontamination and virtual reconstruction, which would be at considerable cost. There is also the lost-opportunity cost of not realising the residential value of that land.

The golf course option was conceived as local, small, dispersed, low-key and aesthetic, whereby the development would integrate and blend-in with existing roads, buildings and landscaping. Topographically the new structures would be absorbed into the expanse of open space in the vicinity of established spread-out buildings instead of introducing a single, large complex with concentrated impacts. Functionally the location is the active side of the open space already characterised by access, structures and a variety of uses, as well as useful vegetative screening. It is also observed that the depot structures proposed could be fairly easily decommissioned and removed if ever deemed desirable in the future.

The concept plan has been initially proved-up in technical terms then taken to preliminary consultations to inform nearby residents and interested organisations in the first instance. This has tested attitudes and it is apparent that there are some strongly-held objections from property owners/residents in the immediate vicinity. At the same time there is an indication of support from the golf club members and generally, although universal advertising has not yet occurred.

Implementation of this preferred option is likely to be complex, controversial and approval is not guaranteed. Nonetheless it has merits, together with implications, which Council could continue to investigate to make a final decision on whether or not to pursue the proposal. Council's task is to decide if it inclined to this further work.

Council should also consider if it wishes any previous options to be re-examined or any possible fresh options to be investigated, with or without the golf course option, for reporting-back to Council.

VOTING

Simple Majority

Cr Strzina joined the meeting at 7:10pm

Mayor Morgan declared a financial interest in Item 10.2.1 due to owning a property immediately opposite to the Golf course and being a financial member of the Golf Club, and may therefore receive an indirect financial benefit, and left the meeting at 7:10pm.

Cr Strzina declared a financial interest in item 10.2.1 due to also being a member of the Sea View Golf Club, and may therefore receive an indirect financial benefit, and left the meeting at 7:10pm.

As Deputy Presiding Member Cr Boland assumed the "chair".

OFFICER RECOMMENDATION

Moved Cr Cunningham, seconded Cr Carmichael

THAT COUNCIL:

1. Note this progress report.
2. Request staff continue to examine the current proposal, including investigating and addressing the concerns raised to date, before making any decisions about this option.
3. Request staff investigate alternative sites for further evaluation and reporting, including from those previously examined.
4. Reaffirm its position that the existing depot services should be relocated and the site realised for residential redevelopment.
5. Note that, depending upon the length of time before a relocation can take place, some remedial works at the existing depot may be required and request that the Manager Engineering Services advise accordingly.

COMMITTEE COMMENT:

All Councillors made comments on the proposed dept relocation. A summary of their comments are shown below.

Cr Rowell:

Cr Rowell contended that item (2) of the recommendation will inflame the community. Given there are some doubts in relation to the land status and because the proposal appeared to be more unpopular than elected members realised, he believes that the current proposal should be removed or modified. He acknowledged that officers have examined a number of options and though that there might be some room to move with regard to Mosman Park. However he also noted the need for some vehicles/machinery related to the beach to be kept locally and that maybe a co-sharing of some facilities with the golf club for this equipment could be considered

next to the existing club shed. Cr Rowell commented that the main depot facilities should be co-shared at Mosman Park Depot.

Cr Cunningham:

Cr Cunningham agreed with Cr Rowell and thinks that the Town of Cottesloe has been labelled as 'secretive' because the limited consultation to date. He believes that the entire community should be consulted with all the information being provided so that informed feedback can be received. What is proposed is not a works depot in the traditional form and a co-location of similar equipment makes sense, including more efficient use of some community facilities such as Anderson Pavilion. Maybe further consultation with additional three (3) dimensional views of what is proposed should be considered.

Cr Carmichael:

Although initially supportive of the proposal, Cr Carmichael is concerned that the current arrangements may affect the children's safety at the Kindergarten. Cr Carmichael also feels that the Town of Cottesloe hasn't communicated sufficiently with the rate payers and that consultation throughout the school holidays was not a good way to deal with major issues. She was not supportive of the current proposal.

Cr Woodhill:

Cr Woodhill contended that there is a need for further community consultation. He understood the reason for the initial narrow consultation but was conscious of the feedback to date in terms of community concern. He is strongly opposed to the relocation to an A Class reserve and believes that the Towns of Claremont and Mosman Park should be approached in relation to future sharing opportunities. He considers that future amalgamation of Councils will occur and therefore our plans should bear that in mind. He acknowledged that the Town may incur additional costs at the current site as a consequence of not relocating.

Cr Dawkins:

Cr Dawkins stated that Council should extensively research alternative sites such as Mosman Park, Allen Park or near the Beehive Montessori before going to further community consultation. The consultation should include the whole community. Like Cr Woodhill, Cr Dawkins believes that we will be amalgamated in some form in the future and that any development of the current proposed golf course site be limited to an unused area behind the golf club next to the existing shed. She was concerned about traffic movements and was not supportive of using the areas behind the kindergarten and Anderson pavilion. Cr Dawkins feels that the \$60,000 that may be paid to the Sea View Golf Club is reasonable and warranted as the Golf Club takes very good care of the A Class reserve. .

Cr Boland:

Cr Boland agrees with some of the comments and also thinks that there needs to be further community consultation. He noted that much of the feedback to date had been against the proposal as well as the letter from the Local Member about any land needing to be excised and sold at market value, which he would not support. He noted that there was no community feedback when the Business Plan for the existing depot was advertised last year.

Councillors discussed removing item (2) of the recommendation.

AMENDMENT

Moved Cr Rowell, seconded Cr Carmichael

That item (2) of the officer recommendation be removed from the recommendation.

Carried 4/1

COMMITTEE RECOMMENDATION

THAT COUNCIL:

1. **Note this progress report.**
2. **Request staff investigate alternative sites for further evaluation and reporting, including from those previously examined.**
3. **Reaffirm its position that the existing depot services should be relocated and the site realised for residential redevelopment.**
4. **Note that, depending upon the length of time before a relocation can take place, some remedial works at the existing depot may be required and request that the Manager Engineering Services advise accordingly.**

THE SUBSTANTIVE MOTION WAS PUT

Carried 5/0

Mayor Morgan and Cr Strzina returned to the meeting at 7:45pm.

10.2.2 GRANT STREET PARKING/ACCESS ISSUES EAST OF BIRKBECK AVENUE, COTTESLOE

File No: SUB/457
Attachments: Letter from Graeme Johnson regarding Grant Street parking/access issue
Map – Parking area, Grant Street median strip west of Curtin Avenue
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 20 July 2010
Author Disclosure of Interest Nil

SUMMARY

Two issues are underlined in the received letter. One deals with the growing use as a parking area of the median strip in Grant Street close to Curtin Avenue and the need to get control of this usage and consider formalising the site. The other matter is the mis-use of the one way lane system of Grant Street and the need for connections across the median island close to Curtin Avenue and also as an extension of Griver Street to the south lane of Grant Street.

The recommendation is that Council:

1. Consult with property owners, by mail, on both sides of Grant Street from Griver Street and Birkbeck Avenue to Curtin Avenue, to gain comments on a proposal to build a car park site on the Grant Street median, approximately 50 metres west of Curtin Avenue, including a connection laneway between both sides of Grant Street.
2. Consider construction of these works if general support is given by affected residents and a 50% cost contribution is agreed to by Public Transport Authority, for use by train travellers.
3. Inform the applicant of Councils decision in this matter.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Grant Street between Curtin Avenue and Marine Parade is established as a 'one way pair' system with appropriate signage. Drivers heading in the opposite direction to that signed are to be dealt with by the Police Department under the Road Traffic Act.

The informal use of the median strip near Curtin Avenue as a parking area is a Council issue and does not involve the Police.

FINANCIAL IMPLICATIONS

Any construction of connection lanes, across the Grant Street median would be at Councils' cost. The construction of a formal parking area on the median close to Curtin Avenue would also be a Council cost, unless PTA contributes to the cost. The requested two lane connections would cost approximately \$20,000. A parking area to carry the existing use would be \$30,000 - \$50,000.

SUSTAINABILITY IMPLICATIONS

Continued parking on the sand area around median strip trees near Curtin Avenue may eventually compact the soil and damage Norfolk Island Pine tree roots. This may lead to tree deaths.

CONSULTATION

Nil

STAFF COMMENT

A narrow sealed connection between the two lanes of Grant Street approximately 50 metres from Curtin Avenue would provide a legal connection for people driving south on Griver Street wanting to travel west on Grant Street. It would also provide a connection from east direction traffic wanting to drive west, on Grant Street.

The un-approved car parking area on the median of Grant Street continues to grow in use, as people become aware that the area is not controlled by Council and free, all day parking for train users is available, under shade, at the Grant Street station. At the same time, Council pays \$32,000 per year to PTA for the leased parking area on the west side of Railway Street near Napoleon Street. (This matter is currently being addressed with PTA on a separate issue/concern)

Local residents on Grant Street fronting this median area would not have expected the growth in parking and the increase in vehicles manoeuvring for parking opposite their homes.

The affected residents could be consulted on the idea of a properly constructed car park area, and a connection lane at this site. If the idea was supported, PTA could be asked to contribute to the cost, as a way of balancing the high lease cost for the parking area beside the Cottesloe railway station, because of the obvious use of the Grant Street site by train users.

VOTING

Simple Majority

OFFICER RECOMMENDATION**Moved Mayor Morgan, seconded Cr Strzina**

THAT COUNCIL:

1. Consult with property owners, by mail, on both sides of Grant Street from Griver Street and Birkbeck Avenue to Curtin Avenue, to gain comments on a proposal to build a car park site on the Grant Street median, approximately 50 metres west of Curtin Avenue, including a connection laneway between both sides of Grant Street.
2. Consider construction of these works if general support is given by affected residents and a 50% cost contribution is agreed to by Public Transport Authority, for use by train travellers.
3. Inform the applicant of Councils decision in this matter.

COMMITTEE COMMENT:

Committee discussed the issue of community consultation for this matter including the extend and timing of such consultation. There was concern raised in terms of Council developing parking facilities at its cost to deal with a PTA responsibility. There was also more general discussions about the alternative to allowing/providing parking in this area i.e. installation of signage and/or bollards to restrict parking. Committee also considered that the PTA should be formally approached in relation to possible contributory funding for such a project.

AMENDMENT:**Moved Cr Rowell, seconded Cr Woodhill**

That item (2) of the officer recommendation be deleted and that the word 'applicant' in item (3) is changed to the word 'correspondent'.

Carried 4/3

COMMITTEE RECOMMENDATION:

THAT COUNCIL:

1. **Consult with property owners, by mail, on both sides of Grant Street from Griver Street and Birkbeck Avenue to Curtin Avenue, to gain comments on a proposal to build a car park site on the Grant Street median, approximately 50 metres west of Curtin Avenue, including a connection laneway between both sides of Grant Street.**
2. **Inform the correspondent of Councils decision in this matter.**

THE SUBSTANTIVE MOTION WAS PUT

Carried 4/3

10.2.3 TENDER - CAST IN-SITU CONCRETE PATH CONSTRUCTION - THREE (3) YEAR PERIOD

File No: SUB/611
Attachments: Tender results – concrete footpath construction
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services

Proposed Meeting Date: 20 July 2010
Author Disclosure of Interest Nil

SUMMARY

Council has adopted a five year footpath replacement program which is based on the replacement of concrete slab footpaths with cast in-situ concrete paths. The annual expenditure of over \$100,000 per year requires a tender to be called. These tenders are normally over 3 years. The previous 3 year contract has now ended and, with the advertised tender having closed on 9th July, 2010, Council is required to adopt a new tenderer for a 3 year contract.

The recommendation is that Council resolve to:

Award the Cast In-Situ Concrete Footpath Contract, for a period of three years, to WA Reinstatements, at the rate tendered, with limestone coloured concrete to be used only on Marine Parade.

BACKGROUND

Three year contracts provide an understanding of what will occur with footpath replacement prices over the longer period, apart from CPI or other price increases due to labour, plant or material (concrete) supply abnormal cost changes. Such changes are normally built into a price rise equation for years 2 and 3.

Three years also reduces the resource impacts on Council staff, advertising costs etc.

The three year limit period allows the contractor to gain a better understanding of the Town of Cottesloe's requirements which should in turn, provide for efficiency improvements over the longer term.

The documents used for this tender were based on the previous 3 year contract.

STRATEGIC IMPLICATIONS

Two areas of Council's Strategic Plan apply to this item:

Governance – Long Term Vision: Decisions are made based on the best available advice in the long term interests of the general community.

Environment – Streetscape: Provision of clean, safe, sustainable managed streetscapes, with appropriate selections of trees and infrastructure, which are pedestrian friendly and incorporate tidy verges.

POLICY IMPLICATIONS

Council's *Purchasing* policy applies.

STATUTORY ENVIRONMENT

The Local Government (Functions and General Regulations) 1996 (WA) have a threshold of \$100,000 at which tenders must be called. The annual expenditure for this work is normally in excess of \$100,000.

FINANCIAL IMPLICATIONS

One difference in this tender from the previous 3 year tender called in 2007 is the request for the extra cost /m² of installing limestone coloured rather than grey concrete. The allowance in the 2010/2011 for all footpath works will be more than sufficient if the recommended tender prices are adopted.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

The Tender has been advertised as required, and a variety of discussions have been held with intending tenderers.

STAFF COMMENT

The tender process including advertising, closed on Friday 9 July. Six tenders were received (see Attachments). The tender required costs for one metre length 1.5m wide, per square metre, per pedestrian ramp and the extra cost to supply and lay limestone coloured concrete.

Of the tenders received, the two lowest tenders, from WA Reinstatements and Cobblestone, were both lower than the tenders received for uncoloured concrete in August 2007. At that time, Cobblestone Concrete was awarded the 3 year contract.

With regards to the future overall use of limestone coloured concrete, the cost of colouring from the two short listed companies is \$5.27 and \$7.20 per square metre. This amounts to an extra \$13,300 or \$18,200 for the budgeted 2010/2011 footpath program.

Limestone coloured concrete has been used, as per Councils' policy, on only the Marine Parade paths in previous years. Problems experienced have been the variety of colours labelled as 'limestone' which have been provided by batching plants, the provision of a minimum of one cubic metre for any coloured concrete 'job/lot' and the issue of service authorities only using grey concrete to repair any damage to Council footpaths.

A further issue will become obvious as the limestone coloured concrete is 'rolled out' through all footpaths in Cottesloe. Cottesloe has approximately 40km of concrete and brick paths, the vast majority being grey in-situ concrete. In addition, there is another 17km of remaining slab paths, with a replacement rate of approximately 1.7km/year. Only the sections of slabs already replaced on Marine Parade are limestone coloured concrete.

Each year the worst sections get replaced with in-situ concrete, with a new minimum width of 1.5 metres. The sections replaced can be as short as 20 metres, with the longest length in 2010/2011 being 205 metres. Therefore, by replacing all remaining slab footpaths in limestone coloured concrete, Councils paths will in many areas, become a 'hit and miss' mixture of grey and limestone coloured concrete, with the majority already having been completed with grey concrete. The alternative is to retain the Marine Parade only as limestone coloured concrete and save at least \$13,300 per year, which could fund a faster footpath slab replacement program.

With regards to the 'short list' of tenders received (WA Reinstatements and Cobblestone), WA Reinstatements have no local government contracts and only undertake a large range of reinstatement works for service authorities and companies working for these authorities. Some of those reinstatements are up to 50m² in area. Referees for this company have given good support. Cobblestone Concrete have a variety of local government contracts and have undertaken Cottesloe path works over the past 3 years to a good standard.

VOTING

Simple Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Rowell

THAT Council:

Award the Cast In Situ Concrete Footpath Contract, for a period of three years, to WA Reinstatements, at the rates tendered, with limestone coloured concrete to be used only on Marine Parade.

Carried 6/1

**10.2.4 FEDERAL GOVERNMENT REGIONAL AND LOCAL COMMUNITY
INFRASTRUCTURE PROGRAM - ROUND 3**

File No: SUB/763
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services

Proposed Meeting Date: 20 July 2010
Author Disclosure of Interest Nil

SUMMARY

The Federal Government has recently announced a third round of the Regional and Local Community Infrastructure Program, which will provide an extra one-off grant of \$39,000 to the Town of Cottesloe for community infrastructure projects. As with previous grants, the funding comes with conditions and this report provides a number of alternative projects for consideration by Council.

BACKGROUND

The grant of \$39,000 is the Town of Cottesloe 'share' of an additional \$100 million RLCIP Round 3 Grant 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.

Council received \$122,000 at the start of this program, the majority of which was expended on the Cottesloe Beach Pylon. Round 2 allocated an additional \$39,000 to playground improvements.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

The Regional and Community Infrastructure Program (RLCIP) is 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 on the \$39,000 allocation.

FINANCIAL IMPLICATIONS

The \$39,000 grant income and expenditure was not included in the 2010/2011 budget.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The \$39,000 extra grant allocation for the Town of Cottesloe is one-off with no inclusion of its income or expenditure in the current budget. Council's details on what areas the funds are proposed to be sent must be submitted to the Federal Government for pre-approval before expenditure. The closure date for grant submissions to cover a \$39,000 grant is 30 July 2010.

Exact requirements and conditions for projects have been received and are similar to those controlling the initial grant. Under previous grants, funding was not provided for ongoing costs e.g. operational costs and maintenance, any form of transport infrastructure e.g. roads and related expenditure for Roads to Recovery or Black Spot programs.

On that basis the following projects are suggested for considerations for expenditure of \$39,000:

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. Council has had discussions over some time relating to the need to upgrade or refurbish the public toilets at the Indiana Tea House. The \$39,000 grant would not be sufficient to cover the total cost but could be considered for some priority works.
3. The TAPPS building requires completion of the roofing and support drainage – gutters, flashing, downpipes. The worst portion of the roof was replaced several years ago. The remainder still requires upgrading. The \$39,000 would complete the majority of the work. This has been an ongoing request from the TAPPS manager.
4. Council intended to install a disability access ramp at the Cottesloe main beach, from the level of Marine Parade to the beach level, if the \$1 million Federal grant application was successful. That grant application was not approved. If \$39,000 was put to this work, other funds would be required to complete the work.
5. Traffic Management Plan: A 5 year program was adopted by Council for traffic management and speed control installations in Cottesloe based on the recently adopted Traffic Management Plan. Council may wish to extend priority works with the new federal grant, beyond the \$100,000 included in the 2010/2011 budget, to control speed on residential streets.

6. 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 (\$39,000 represents approximately 700m of footpath).

All of these projects will require Council funding in the future. The \$39,000 Federal grant would allow one or more of the above listed projects to be substantially progressed or completed.

VOTING

Simple Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Rowell

THAT COUNCIL:

1. Use the \$39,000 Federal Government Regional and Local Community Infrastructure Program Round 3 additional grant for the purpose of.....
2. Authorise the Chief Executive Officer to sign an agreement on behalf of the Town of Cottesloe and apply the Council seal 'if necessary' , for the receipt of this grant.

COMMITTEE COMMENT:

Committee discussed the need to upgrade the toilets at Indiana Tea House and contended that this is something that should be considered in the future via a negotiation with the current Lessee. Committee decided that the \$39,000 should be spent on the TAPPS building roof (Project 3)

AMENDMENT:

Moved Mayor Morgan, seconded Cr Rowell

In item (1) of the officer recommendation, after the word of, the words 'further works on the roof and support drainage system of the TAPPS building' be added.

Carried 4/3

COMMITTEE RECOMMENDATION:

THAT COUNCIL:

1. **Use the \$39,000 Federal Government Regional and Local Community Infrastructure Program Round 3 additional grant for the purpose of further works on the roof and support drainage system of the TAPPS building.**
2. **Authorise the Chief Executive Officer to sign an agreement on behalf of the Town of Cottesloe and apply the Council seal 'if necessary' , for the receipt of this grant.**

THE SUBSTANTIVE MOTION WAS PUT

Carried 4/3

10.3 FINANCE

10.3.1 STATUTORY FINANCIAL REPORTS FOR THE MONTH ENDING 30 JUNE 2010

File No: SUB/137
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Graham Pattrick
Manager Corporate Services

Proposed Meeting Date: 20 July 2010
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 June 2010, to Council.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

These reports are not conclusive as there are further accruals and end of year journals to be processed. They do provide an indicative position that reflects a positive result for the year for the Town of Cottesloe. Both revenue and expenditure are favourable to budget reflecting the focus of the management team to control our financial affairs.

The Operating Statement on page 2 of the Financial Statements shows a favourable variance between the actual and budgeted YTD operating surplus of \$948,162 as at 30 June 2010. Operating Revenue is above budget by \$471,287 (5%). Operating

Expenditure is \$416,446 (5%) less than budgeted YTD. A report on the variances in income and expenditure for the period ended 30 June 2010 is shown on page 7.

The Capital Works Program is listed on pages 25 - 30 and shows total expenditure of \$6,469,062 compared to YTD budget of \$7,480,270. The primary reason for the significant difference is a timing delay with the library.

VOTING

Simple Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Woodhill

THAT Council receive the Operating Statement, Statement of Assets and Liabilities and supporting financial information for the period ending 30 June, 2010, as per the attached Financial Statements, submitted to the 20 July 2010 meeting of the Works and Corporate Services Committee.

Carried 7/0

10.3.2 SCHEDULE OF INVESTMENTS AND LOANS AS AT 30 JUNE 2010

File No: SUB/150 & SUB/151
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Graham Patrick
Manager Corporate Services

Proposed Meeting Date: 20 July 2010
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 June 2010, as per attachment, to Council.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Schedule of Investments on page 21 of the Financial Statements shows that \$2,235,344.90 was invested as at 30 June, 2010.

Reserve Funds make up \$1,211,192.99 of the total invested and are restricted funds. Approximately 66% of the funds are invested with the National Australia Bank, 11% with Westpac, 4% with BankWest and 19% with Commonwealth.

The Schedule of Loans on page 22 shows a balance of \$6,827,123.41 as at 30 June, 2010. There is \$459,792.00 included in this balance that relates to self supporting loans.

VOTING

Simple Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Woodhill

THAT Council receive the Schedule of Investments and Schedule of Loans for the period ending 30 June 2010, as per the attached Financial Statements, as submitted to the 20 July 2010 meeting of the Works and Corporate Services Committee.

Carried 7/0

10.3.3 ACCOUNTS PAID IN THE MONTH OF JUNE 2010

File No: SUB/137
Responsible Officer: Carl Askew
Author: Chief Executive Officer
Graham Patrick
Manager Corporate Services

Proposed Meeting Date: 20 July 2010
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the list of accounts paid for the period ending 30 June 2010 to Council, as per the attached financial statements.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Resource requirements are in accordance with existing budgetary allocation.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

Flora and Fauna Conservation and Biodiversity

Nil

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:

- \$21,113.80 to Synergy for power supply in May and June 2010
- \$15,176.66 to WA Local Govt Super Fund for staff deductions
- \$11,455.90 to Synergy for streetlight tariff for May & June 2010
- \$40,732.34 to WA Local Govt Super Fund for staff deductions
- \$23,571.87 to BCITF for May & June 2010 contributions
- \$11,134.00 to City of Subiaco for WESROC Climate Change initiatives

- \$90,962.18 to FESA for ESL 4th quarter instalment
- \$34,468.20 to WMRC for tipping fees for April/May 2010
- \$490,586.74 to the Shire of Peppermint Grove for contributions towards new library construction
- \$14,065.83 to WATC for loan repayment on Loan No 90
- \$34,366.93 to Transpacific Cleanaway for domestic & commercial waste disposal in May 2010
- \$67,484.89 and \$114,257.47 for staff payroll
- \$10,560.00 to Breac P/L for environmental health services
- \$19,508.50 to Civica for software licences, upgrades and training.

VOTING

Simple Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Woodhill

THAT Council receive the List of Accounts for the period ending 30 June 2010, as per the attached Financial Statements, as submitted to the 20 July 2010 meeting of the Works and Corporate Services Committee.

Carried 7/0

10.3.4 PROPERTY & SUNDRY DEBTORS REPORT FOR THE MONTH ENDING 30 JUNE 2010

File No: SUB/145
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Graham Pattrick
Manager Corporate Services
Proposed Meeting Date: 20 July 2010
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 June 2010 to Council.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

Flora and Fauna Conservation and Biodiversity

Nil

CONSULTATION

Nil

STAFF COMMENT

The Sundry Debtors Report commences on page 23 of the Financial Statements and shows a balance of \$129,082.50 of which \$100,779.92 relates to the current month. The balance of aged debtors over 30 days stood at \$28,302.58

Property Debtors are shown in the Rates and Charges analysis on page 24 of the Financial Statements and show a balance of \$266,591.37. Of this amount \$220,709.77 and \$18,244.29 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 \$45,731 in 2010 compared to \$31,552 last year.

VOTING

Simple Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Woodhill

THAT Council receive the Property and Sundry Debtors Report for the period ending 30 June 2010, as per the attached Financial Statements, as submitted to the 20 July 2010 meeting of the Works and Corporate Services Committee.

Carried 7/0

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**12.1 PROGRESS REPORT - INDIANA TEA HOUSE CHANGE ROOMS AND TOILETS**

Further to the earlier discussion in relation to the Indiana Tea House (ITH) and the condition of the public change rooms and toilets. Mayor Morgan proposed that Committee consider, as a matter of urgent business, that elected members receive a confidential update on the progress of upgrading and maintaining the change rooms and toilets at ITH.

Moved Mayor Morgan, seconded Cr Woodhill

THAT the above matter be considered as new business of an urgent Nature introduced by the elected members by decision of meeting.

Carried 7/0

Cr Carmichael left the meeting at 8:20pm and returned at 8:22pm

Moved Mayor Morgan, seconded Cr Woodhill

THAT elected members be provided with a confidential update on Progress with upgrading and maintaining the change rooms and toilets Indiana Tea House (ITH)

Carried 7/0

13 MEETING CLOSURE

The presiding member announced the closure of the meeting at 8:25pm.

CONFIRMED: PRESIDING MEMBER _____

DATE .../.../...