

TOWN OF COTTESLOE



WORKS AND CORPORATE SERVICES COMMITTEE

MINUTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
7.00 PM, TUESDAY, 21 SEPTEMBER 2010

CARL ASKEW
Chief Executive Officer

23 September 2010

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

The Presiding Officer announced the meeting opened at 7:04pm

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

Mayor Kevin Morgan	Presiding Member
Cr Greg Boland	
Cr Birnbrauer	Deputy
Cr Patricia Carmichael	
Cr Ian Woodhill	
Cr Victor Strzina	

Officers Present

Carl Askew	Chief Executive Officer
Geoff Trigg	Manager Engineering Services
Annaliese Davis	Events & Support Officer

Apologies

Nil

Officer Apologies

Graham Pattrick	Manager Community & Corporate Services
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Leave of Absence (previously approved)

Cr Rob Rowell
Cr Dan Cunningham

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 Strzina, seconded Cr Woodhill

[Minutes August 17 2010 Works and Corporate Services Committee.doc](#)

The Minutes of the Ordinary meeting of the Works and Corporate Services Committee, held on 17 August 2010 be confirmed.

Carried 6/0

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9 PETITIONS/DEPUTATIONS/PRESENTATIONS

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

- | | |
|--------|--|
| 10.3.1 | Statutory Financial Reports for the month of August 2010 |
| 10.3.2 | Schedule of Investments & Loans as at 31August2010 |
| 10.3.3 | Accounts paid in the month of August2010 |
| 10.3.4 | Property & Sundry Debtors report for August 2010. |

10 REPORTS OF COMMITTEES AND OFFICERS

10.1 ADMINISTRATION

10.1.1 EVENT APPLICATION - THE FINER THINGS

File No: SUB/550-02
Attachments: Event Application – The Finer Things
Outdoor & Large Public Events
Outdoor & Large Public Event Guidelines
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Annaliese Davis
Events Support Officer
Proposed Meeting Date: 21 September 2010
Author Disclosure of Interest Nil

SUMMARY

Tsvet Productions contacted the Town of Cottesloe requesting to hold a charity event on the Civic Centre Main Lawn on Saturday 19th February 2011. The event is a non for profit event aimed to promote food and wine appreciation as well as conducting an auction to fundraise for the selected charity, Love Angels. (www.loveangels.com.au)

At the Council meeting in August, Council resolved to refer the matter back to administration in order to finalise certain details within the application form and re-present to Council.

The recommendation is that Council:

1. Give in-principal approval for 'The Finer Things' subject to the following conditions:
 - a) relevant sound monitoring is carried out throughout the event with a bond of \$2,000 to ensure the event organisers comply with sound monitoring officers.
 - b) All relevant approvals by CEO, Principal Environmental Health Officer and Independent Structural Engineer are received prior to the event.
2. Class the event as a Charity /Community event category 2 with a fee of \$550 and a bond of \$2,000. In addition there will be fees associated for sound monitoring or others at the discretion of the CEO.

BACKGROUND

The report went to Council in August 2011 and was deferred until all relevant sections of the event form were completed.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

The Outdoor Concerts & Large Public Events policy and guidelines are both relevant when considering this application. As stated in the policy:

b.) All outdoor concerts and major public events shall comply with the Town of Cottesloe's Guide to Outdoor Concerts and Large Public Events. Please see attached for these guidelines.

In addition the policy states that:

(f) An application for an event is to be made to Council on the Event Application and Checklist Form not less than 90 days prior to an event. The CEO may request additional information or action as deemed appropriate

(g) The in-principle support of the Council of the Town of Cottesloe to stage an outdoor concert or large public event does not constitute an approval. Approval for an event will only be given by the CEO upon satisfactory compliance with all statutory and other requirements at least 24 hours prior to the commencement of an event.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

The event organisers will be required to pay the fees and bond's as shown in the 2010/2011 Fees and Charges.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The following is a broad schedule of the event:

Tentative Date/Tickets:

February 19th 2011 from 3:00pm till 8:00pm and all tickets are pre-sold.

Fundraising: Tsvet Productions were contacted regarding how much money would be raised for The Love Angels. Tsvet Productions confirmed that all money from ticket sales would cover the cost of the event and all money raised in the auction (main part of the event) will go directly to the charity. The final amount can be confirmed with the charity and organisers after the event.

Guests:

There will be 250 tickets sold. Approximately 77% of the guests will be 25 to 40 years old with the remainder in the 40 – 55+ age.

Draft Schedule of event:

- 3:00 – 4:00pm: Guests will arrive and there will be stand up drinks and canapés in the marquee. Classical piano music or Jazz will play (TBC)
- 4:00 – 7:00pm: There will be commentary for food and wine appreciation over the afternoon displaying 30 different courses of tapas with wines that compliment, all from restaurants across Perth. A fundraising auction for Love Angels Foundation will also take place in this time. This is the main source of fundraising for the event and will have items such as jewellery, fine wines, holidays, and memorabilia which have all been kindly donated to auction off.
- 7:00pm – 8:00pm DJ (to be confirmed) will play from 7:00pm till 8:00pm

The event will conclude at 8:00pm.

There will be security at the event and water will be freely available. It will be a smoke free environment. The event organisers will require the main lawn from Friday 18th February and Sunday 19th February for set up and break down.

If in-principle approval is granted by Council, the Events Officer and Principal Environmental Health Officer will begin collecting all relevant information regarding compliance with noise, health and safety regulations. The final approval will only be given once all the requirements have been met by Tsvet Productions to the satisfaction of the CEO with reference to the Outdoor Concerts and Large Public Event Guidelines (attached).

The event will take place between 3:00pm and 8:00pm and noise monitoring systems will be in place therefore the noise impact on local residents will be controlled. Additionally, applying the bond of \$2,000 will ensure that the event organisers comply with the sound monitors request on the day of event.

VOTING

Simple Majority

COMMITTEE COMMENT

Committee requested that after the event, Council BE informed as to how much money was raised for charity. Additionally Committee requested that officers clarify with organisers to confirm the conclusion time for the event.

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Woodhill

THAT COUNCIL:

1. **Give in-principal approval for 'The Finer Things' subject to the following conditions**
 - a) **Relevant sound monitoring is carried out throughout the event with a bond of \$2,000 to ensure the event organisers comply with sound monitoring officers.**

- b) All relevant approvals by CEO, Principal Environmental Health Officer and Independent Structural Engineer are received prior to the event.
2. Class the event as a Charity /Community event category 2 with a fee of \$550 and a bond of \$2,000. In addition there will be fees associated for sound monitoring or others at the discretion of the CEO.

Carried 6/0

10.1.2 RECORD KEEPING PLAN

File No: SUB/185
Attachments Town of Cottesloe Record Keeping Plan
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Asha Boudville
Records Manager
Proposed Meeting Date: 21 September 2010
Author Disclosure of Interest Nil

SUMMARY

A recommendation is made to adopt the revised Record Keeping Plan and forward to the State Records Commission.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

The *State Records Act 2000* ("Act") has specific provisions relating to the responsibility to create, manage and dispose of records in accordance with principles and standards issued by the State Records Commission.

FINANCIAL IMPLICATIONS

There has been significant officer and contractor time invested in the development and preparation of the Record Keeping Plan over the last 9 months.

SUSTAINABILITY IMPLICATIONS

Various Policies related to the Record Keeping Plan have been reported to Council during 2009/2010.

CONSULTATION

Nil

STAFF COMMENT

Due to legislative requirements the Town of Cottesloe is required to submit a revised recordkeeping plan to the State Records Commission every five (5) years. This plan outlines our current recordkeeping policy and procedures.

Records are an important information resource to the Town and we are obliged to maintain a records management system that completely, accurately and reliably creates and maintains evidential records of business activities carried out by the

Town of Cottesloe. Records may only be destroyed through an approved scheme with guidelines set by the State Records Commission.

This plan applies to all staff within the Town of Cottesloe including Councillors, part-time employees and contractors.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Woodhill

That Council adopt the revised Record Keeping Plan and forward to the State Records Commission.

Carried 6/0

10.1.3 BEACHES & BEACH RESERVES LOCAL LAW

File No: SUB/594
Attachments: [Beaches Beach Local Law doc](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Graham Pattrick
Manager Corporate Services
Proposed Meeting Date: 21 September 2010
Author Disclosure of Interest Nil

SUMMARY

A recommendation is made to endorse the proposed amended Beaches & Beach Reserves Local Law and refer for State wide public advertising.

BACKGROUND

The existing Beaches and Beach Reserves local law is due for a review. Provisions within the existing law have been identified by staff as lacking in certain areas and requiring more specific controls over what is allowed to occur on the beach and beach reserve.

The increase in the popularity of the beach and the subsequent increase in the commercial and event usage of the beach and beach reserve have also highlighted the existing law is now inadequate to deal with certain demands and situations.

Research from other local authorities who have responsibility for, and management of, beaches and beach reserves as well as local experience of previous events that have occurred on Cottesloe Beach have been incorporated into the drafting of the new local law.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Section 3.5 & 3.12 of the Local Government Act applies.

3.5. Legislative power of local governments

- 1. A local government may make local laws under this Act prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.*
- 2. A local law made under this Act does not apply outside the local government's district unless it is made to apply outside the district under section 3.6.*

3. *The power conferred on a local government by subsection (1) is in addition to any power to make local laws conferred on it by any other Act.*
4. *Regulations may set out –*
 - (a) *matters about which, or purposes for which, local laws are not to be made; or*
 - (b) *kinds of local laws that are not to be made,*

and a local government cannot make a local law about such a matter, or for such a purpose or of such a kind
5. *Regulations may set out such transitional arrangements as are necessary or convenient to deal with a local law ceasing to have effect because the power to make it has been removed by regulations under subsection (4).*

3.12. Procedure for making local laws

1. *In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*
2. *At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*
3. *The local government is to –*
 - (a) *give Statewide public notice stating that –*
 - (i) *the local government proposes to make a local law the purpose and effect of which is summarized in the notice;*
 - (ii) *a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and*
 - (iii) *submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;*
 - (b) *as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and*
 - (c) *provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.*
- 3a. *A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.*
4. *After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.*

*** Absolute majority required.**

5. *After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.*
6. *After the local law has been published in the Gazette the local government is to give local public notice –*
 - (a) stating the title of the local law;*
 - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and*
 - (c) advising that copies of the local law may be inspected or obtained from the local government's office.*
7. *The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.*
8. *In this section –*

making ~ in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

Regulation 3 of the Local Government Functions and General Regulations provides the following.

3. Notice of purpose and effect of proposed local law - s. 3.12(2)

For the purpose of section 3.12, the person presiding at a council meeting is to give notice of the purpose and effect of a local law by ensuring that –

- (a) the purpose and effect of the proposed local law is included in the agenda for that meeting; and*
- (b) the minutes of the meeting of the council include the purpose and effect of the proposed local law*

FINANCIAL IMPLICATIONS

No financial resource impact.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

The Draft Local Law has been reviewed by Council's legal advisers - McLeods.

If Council approves the proposed amended Beaches & Beach Reserves Local Law it will be forwarded for public state wide advertising.

STAFF COMMENT

The following were added into the **Definitions** section:

- Peters Pool

- Pylon
- South Cottesloe Beach
- Telephone Beach
- The Cove
- Toy Vehicle

The following clauses were added into the **Environmental** section:

- Abandonment of any animal
- The discarding of cigarette butts
- Climbing on Mudurup Rocks

The following clauses were added into the **Quiet Amenity** section:

- Age limit of opposite sex entering change rooms
- Commercial activity
- Fund raising
- Betting or gambling
- Public speaking
- Use of broadcasting equipment
- Filming and photography
- Processions and demonstrations
- Advertising
- Graffiti
- Damage to reticulation
- Damage to lighting
- Discharging gas
- Discharging chemicals
- Urinate or defecate
- Feeding of animals and birds
- Unlocking gates and doors
- Wasting fresh water
- Obstruction of footpaths and car parks

The following clauses were added into the **Safety** section:

- Entering the water after sounding of shark alarm
- Interfering with life saving equipment
- Hinder a beach patrol
- Keeping clear of rescue operations
- Comply with signs and directions
- Authorised persons may give directions
- Glass containers prohibited
- Possession of alcohol prohibited
- Lighting of fires
- Diving from groyne or pylon
- Flying of aerial devices
- Exclusive use of beach
- Operation of toy vehicles

- Obstruction and loitering
- Interfere with rubbish bins
- Pretend to be in distress in the water
- Dig large holes on the beach

The following clauses were added into the **Fishing, Netting and Spear Fishing** section:

- Fishing north side of Groyne
- Cast fishing line into swimmers
- Use of cray traps north side of Groyne
- Safe fishing on the Groyne
- Fishers to allow free passage others on Groyne
- No fishing between safe swimming flags
- Discarding of hooks and lines

The following clauses were added into the **Watercraft** section:

- Boats interfering with swimmers
- Litter or discharge oil from boats
- Anchoring of boats
- Encroach boats in to swimmers and fishers
- Watercraft to be 200 metres from shore

The following clauses were added into the **Rangers and Authorised officers** section:

- Impersonate Ranger
- Police to be authorised person
- Impersonate life guard
- Council may authorise persons
- Name and address to be given
- Hindering a Ranger
- Sounding of shark alarm
- Photograph or record Ranger
- Increase of penalties

It is anticipated these changes will enhance the rangers ability to ensure a safer, more enjoyable beach environment to all residents and visitors.

VOTING

Absolute Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Strzina

THAT Council approve the proposed Beaches & Beach Reserves Local Law to be advertised state wide for public comment.

AMENDMENT

Moved Mayor Morgan, seconded Cr Strzina

That the Item be referred back to administration and deferred until next month.

Reason: To request that the local law be re-examined by administration.

Carried 6/0

COMMITTEE RECOMMENDATION

That Council refer the matter back to administration in order to re-examine the Beaches and Beach Reserves Local Law and re-present to Council.

THE AMENDED SUBSTANTIVE MOTION WAS PUT FORWARD

Carried 6/0

10.1.4 INDIANA TEA HOUSE – PROPOSED REFURBISHMENT

File No: SUB/992
Attachments: [Confidential Update - Memo to Councillors re Indiana.pdf](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Carl Askew
Chief Executive Officer
Proposed Meeting Date: 21 September 2010
Author Disclosure of Interest Nil

SUMMARY

This report recommends that Council support a contribution towards *capital related* refurbishment works planned for the Indiana public change rooms and toilets and authorise the Chief Executive Officer to incur expenditure up to \$40,000 in support of such works. It also recommends that Council transfer funds from its Property Reserve account in order to support these works.

BACKGROUND

The cleaning and maintenance of the public toilets and change rooms at Indiana has been a point of contention for many years with regular complaints from the public about the state of the facilities, their general upkeep, maintenance and cleanliness. Many of these complaints come direct to Council (and elected members) on the assumption that Council is responsible for them.

At the July 2010 Council meeting as a matter of *New Business of an Urgent Nature introduced by Elected Members by Decision of the Meeting* the following comment was provided from the Works & Corporate Services Committee:

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.

As a consequence Council resolved as follows:

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

A confidential update was provided to all elected members in August 2010.

STRATEGIC IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

STATUTORY ENVIRONMENT

Health Act
Indiana Lease

FINANCIAL IMPLICATIONS

As part of the consideration of issues associated with the change rooms & toilets, Town officers have estimated that a total redevelopment of the facilities is in the order of \$300,000, depending upon final design, finishes, fixtures and fittings. The Lessee has been made aware of and supports the quantum of this estimate, but is not in a position to undertake such a proposal at this time.

The Lessee is proposing to undertake a combination of capital refurbishment and maintenance works at a cost of approximately \$80,000. He has requested that Council consider a contribution of 50% of these costs and is keen to undertake such works in the next month and prior to the busy summer season.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Lessee and Manager – Indiana.
Town staff, including Principal Environmental Health Officer and Civic Centre Conservation Officer
Elected Members

STAFF COMMENT

The Lessee has been advised the need for significant and visible change prior to summer and a detailed officer assessment report has been prepared and provided to the Lessee in relation to facility cleaning and maintenance. A meeting took place in August to discuss the intentions of the Lessee with regard the Town's work schedule and other refurbishment proposals, as well as the current cleaning and maintenance practices/regimes. The Lessee discussed a number of proposed changes/improvements which will address many of the primary issues/concerns raised by the Town, however it was noted that there may also be other works that need to be addressed based upon investigations to date. These works will be assessed after the Lessee submits his finalised schedule of works.

Any temporary closure of the facilities to undertake refurbishment works will need to be managed and the provision of temporary facilities has been suggested by the Town and will be discussed with the Lessee as the works program is finalised and confirmed. In addition, if the Town is to be a significant contributor to the works program it must also be involved in the assessment of all quotations and supervision of works and this has been formally advised to the Lessee.

Specific quotations are yet to be provided but estimates from qualified contractors have been obtained by the Lessee who is keen to commence works immediately and

before summer. This timeframe is supported by staff with any remedial works carried out during less busy times. Indicative costs of proposed works by the Lessee are in the order of \$80,000. It is reasonable for Council, as Lessor and owner, to consider a contribution to the *capital* items, providing all matters raised in the Town's scope of works are addressed. Matters of maintenance and cleaning are clearly the responsibility of the Lessee under the terms of his Lease and any contribution to operational costs should therefore not be considered by Council. This has been reinforced to the Lessee.

The potential impact of the proposed changes will clearly demonstrate to the community that significant improvements have been made and on that basis Council may wish to positively consider the request for a contribution up to fifty per cent (50%) for capital related works, which will improve the facility beyond what can be achieved through cleaning and maintenance alone.

In addition to Council considering a contribution to the capital works as requested by the Lessee it is also recommended that Town staff continue to ensure that the Lessee maintain cleaning and maintenance schedules as per Council's requirements and in accordance with current lease conditions, through ongoing monitoring and inspections and inclusive of formal written notification of minimal expectations.

It is further recommended that Council consider the total redesign/redevelopment of the facilities or the provision of replacement facilities, at an estimated cost of \$300,000, depending upon final design, finishes, fixtures and fittings within the next three (3) to five (5) years. As part of Council's long term planning for its foreshore it is also recommended that additional toilet facilities at the beachfront be considered within the next five (5) to ten (10) years, to ease pressure on the existing facilities and increase service levels.

VOTING

Absolute Majority

COMMITTEE COMMENT:

Committee discussed the report at length and spoke of the history related to operation of the change rooms and toilets. Disappointment was expressed that the prior resolution of Council in relation to cleaning and maintenance regimes had not been conveyed to the Lessee until recently and that the proposed refurbishment works were now necessary in order to bring the facility back to an acceptable standard. Committee was keen to ensure that ongoing cleaning and maintenance of the facilities is monitored and enforced and that procedures and processes are put in place including addressing issues of 'non-compliance', complaints handling and suitable signage at the toilets. In addition, Committee discussed the matter of the opening hours of the facilities and the broader planning issue of suitable locations for, and types of, facilities along the entire beachfront. As a consequence of the discussions a number of amendments to the officer recommendation were proposed.

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

THAT Council

1. Support the request from Indiana for a contribution to undertake capital related refurbishment works planned for the Indiana public change rooms and toilets as outlined in this report.
2. Authorise the Chief Executive Officer to incur costs up to \$40,000 for the purposes of the refurbishment works as outlined in item 1.
3. Pursuant to Section 6.8 of the Local Government Act 1995
 - i. Authorise the following expenditure – capital related refurbishment works planned for the Indiana public change rooms and toilets at a cost of not more than \$40,000.
 - ii. Amend the 2010/2011 Adopted Budget (to accommodate the above authorised expenditure) as follows:
 - a. Increase the Other Property & Services Budget – Public Works – Contractors and Consultants (Expenditure) by \$40,000.
 - b. Decrease the Property Reserve by \$40,000

AMENDMENT**Moved Mayor Morgan, seconded Cr Boland**

That a point (4) be added to the recommendation which states, 'Council be provided with a staff report next month on a plan to ensure that the cleanliness and maintenance of the facility is monitored and enforced to the satisfaction of the Council, into the future, including appropriate staff responsibilities.

Carried 6/0

AMENDMENT**Moved Mayor Morgan, seconded Cr Strzina**

That a point (5) be added to the recommendation which states, 'Council be provided with a further report ensuring that this facility can remain open 24/7 with suitable safe guards if needed for community safety.

Carried 6/0

AMENDMENT**Moved Mayor Morgan, seconded Cr Strzina**

That a point (6) be added to the recommendation which states, 'Council is provided with a report on suitable locations and types of toilet facilities along the entire Cottesloe beach front.

Carried 6/0

COMMITTEE RECOMMENDATION**THAT Council**

- 1. Support the request from Indiana for a contribution to undertake capital related refurbishment works planned for the Indiana public change rooms and toilets as outlined in this report.**
- 2. Authorise the Chief Executive Officer to incur costs up to \$40,000 for the purposes of the refurbishment works as outlined in item 1.**
- 3. Pursuant to Section 6.8 of the Local Government Act 1995**
 - i. Authorise the following expenditure – capital related refurbishment works planned for the Indiana public change rooms and toilets at a cost of not more than \$40,000.**
 - ii. Amend the 2010/2011 Adopted Budget (to accommodate the above authorised expenditure) as follows:**
 - a. Increase the Other Property & Services Budget – Public Works – Contractors and Consultants (Expenditure) by \$40,000.**
 - b. Decrease the Property Reserve by \$40,000**
- 4. Be provided with a staff report next month on a plan to ensure that the cleanliness and maintenance of the facility is monitored and enforced to the standard of the Council, in the future, including appropriate staff responsibilities.**
- 5. Be provided with a further report ensuring that this facility can remain open 24/7 with suitable safe guards if needed for community safety.**
- 6. Be provided with a report on suitable locations and types of toilet facilities along the entire Cottesloe beach front.**

Carried 6/0

10.1.5 POTENTIAL RELOCATION OF DEPOT FUNCTIONS

File No: SUB/220
Attachments: [Memo to All Councillors Depot Update September 2010](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Carl Askew
Chief Executive Officer
Proposed Meeting Date: 21 September 2010
Author Disclosure of Interest Nil

SUMMARY

This report recommends that Council support contributions to the preparation of two feasibility and concept plans for a relocation of the Town's depot services to either a new joint site with the Cities of Nedlands, Subiaco and Town of Claremont or a sharing of the Town of Mosman Park depot site on McCabe Street. It authorises the CEO to incur expenditure up to \$20,000 in support of such plans, including potential future (minor) supplementary related works. It also recommends that these costs are drawn from a reallocation within existing accounts for Contractors and Consultants.

BACKGROUND

In July 2010 Council received a report in relation to the relocation of its depot operations and resolved as follows:

THAT COUNCIL:

- 1. Note this progress report and request staff to discontinue considering this proposal in light of community reaction and recognition of the necessity to retain the golf course area as community recreational and open space.*
- 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.*

Carried 7/2

This report addresses part two of Council's resolution.

STRATEGIC IMPLICATIONS

In February 2010 Council set, as one of the Key Result Areas of the CEO to;

- 3.3 Progress the preferred solution for Council's depot services and redevelopment of the current site*

Council's Future Plan 2006-2010 states:

Objective 4 – “To Manage Development Pressures.” Strategy 4.5 states “Consider undeveloped Government-Owned land for higher density development provided there is both public support and benefit for the Cottesloe Community”. This could also apply to Council-owned land.

Objective 5 – “Maintain Infrastructure and Council Buildings in a sustainable way”. Strategy 5.1 states “Adopt a policy position on assets that have a realisable value such as the Depot and Sumps”. Strategy 5.4 states “Maximise income from non-rates sources”.

POLICY IMPLICATIONS

The following Council policies apply to this item:

- Community Consultation
- Investment of Surplus Funds
- Investments
- Occupational Safety & Health
- Regional Cooperation
- Sale of Council Property
- Assets with a Realisable Value

STATUTORY ENVIRONMENT

A Development Application will ultimately be required by the Town of Mosman Park for any new or redeveloped structures at the McCabe St site and for any area of land reserved under the Metropolitan Region Scheme (MRS).

Redevelopment of the Town’s existing depot site is governed by current TPS2 and future LPS3 in terms of zoning, land use, development control and structure planning.

FINANCIAL IMPLICATIONS

There are resources included in the 2010/2011 Budget for the construction of a new operations centre but there are no funds specifically set aside for the completion of site feasibility and concept plans, however, Council can reallocate existing resources for this purpose. A reduction in the Town Planning Contractors and Consultants budget from \$115,500 to \$95,500 can be accommodated based upon existing expenditures and future predicted use.

The receipt of any income from the sale of the existing depot is not included in the 2010/11 Budget.

SUSTAINABILITY IMPLICATIONS

In relation to the existing depot there is potential to achieve a number of sustainability improvements with this proposal. Any environmental problems with the existing site could be addressed and any new dwellings built on a redeveloped site would have to meet modern sustainability standards.

A new depot construction would also feature the highest level of environmental and sustainability provision, regarding infrastructure and operation.

CONSULTATION

Consultation has previously taken place with a number of WESROC Councils, as well as a local real estate agency. These discussions are ongoing. Specifically for this report there has been discussion with the Chief Executive Officer and Manager Engineering Services from the Town of Mosman Park

STAFF COMMENT

Since the above Council decision in July 2010 officers have been exploring options for our depot, including re-engaging in the current planning with the Cities of Nedlands, Subiaco and Town of Claremont for a new shared depot site, discussions with the Town of Mosman Park to share their existing depot and exploration of commercial sites and opportunities close to Cottesloe. Each of the proposed depot options is being progressed and both options appear viable and could be advantageous for Cottesloe, depending upon final locations, capital cost outlays, and agreement in relation to tenure and operations.

The combined Nedlands, Subiaco, Cottesloe and Claremont depot study is an update of a previous 2006 study for a joint depot which, for various reasons, did not proceed at that time. The original consultant (GHD) was subsequently engaged to update the previous report in light of recent changes and to incorporate the City of Subiaco. Whilst not initially included in the new proposal, Cottesloe's requirements will now be incorporated within the study brief and report outcomes. A separate report in relation to this matter will be prepared for Council consideration in the coming months once the consultant report is finalised and further details resolved. At that time there will be a need for Council to consider and provide *in principle* support for its ongoing participation. The proposed combined site with Nedlands/Subiaco/Claremont would probably be at a *greenfields* location, will involve all new structures, facilities and buildings and will take advantage of a combined business operation that will have significant size and capacity. The Town's contribution towards the update of the previous GHD study is in the order of \$4,000.

The Town has also submitted a list of its requirements to the Town of Mosman Park. The proposed introduction of its operations to Mosman Park would require only a partial redesign of the existing depot land and facilities. The Town of Mosman Park has indicated *in-principle* support for such a partnership, however, prior to discussing matters of operational management and financial arrangements, Council needs to know if it is physically possible to jointly share the Mosman Park site and accommodate both Towns' requirements. Officers have therefore discussed the preparation of a *site concept plan* using a suitably qualified consultant. Two estimates have been sourced by Mosman Park, one from a consultant previously involved with the preparation of their depot Master Plan in 2009 (James Christou and Associates) and another from GHD – the consultants currently working on the Nedlands/Subiaco/Claremont proposal. Christou & Associates have the advantage of prior knowledge of Mosman Park's site and operations hence a lower estimate. Both the Manager Engineering Services and Manager Development Services are of the opinion that the Christou & Associates quote would suffice in meeting the initial feasibility and concept plan objective.

If either proposal proves to be of significant benefit to the Town, and it is likely that both will, there will be a need for Council to commit to one or other proposal and,

once committed, make both a capital contribution to any proposed developments/changes/land acquisition as well as negotiate a long term lease or similar agreement with an associated annual fee. In order to be able to reach that position and make an informed decision in relation to either option it is recommended that Council make a reasonable contribution to both studies, given our initial approaches to both the City of Nedlands and Town of Mosman Park.

As indicated above, the Nedlands GHD study represents an investment of \$4,000. The Town of Mosman Park has requested that the Town of Cottesloe meet the full cost of the initial feasibility and concept plan and, given the cost is not significant, Council may consider this to be a reasonable investment. However officers consider that there is benefit to both Towns in undertaking this study and so Council may therefore wish to consider only making a *contribution* to the proposed study and request that Mosman Park also contributes. If this position is supported by Council it is recommended that a *majority contribution* in the order of two thirds of the total cost (67%) be made by Cottesloe. If the Town was to be the sole financial contributor to the concept plan preparation then it can also have full responsibility for the process, timing, activities as well as outcomes of the consultant study. There are significant benefits to the Town with this approach.

Once the initial concept study is completed, agreed and capital cost estimates obtained, a second report will need to be presented to both Council's confirming the feasibility and seeking endorsement to proceed. Stage two of this project would then address the primary elements that need to be resolved and agreed including community consultation, cost sharing arrangements, negotiation and preparation of a draft agreement, terms of tenure, facility management and operation, site security and access etc.

The requirement to use Council funds for these consultancies represents unbudgeted expenditure. Whilst Council has an allocation in its budget for depot capital works these funds do not cover operational tasks such as the preparation of concept plans. If endorsed, these costs can come from a reallocation of an existing account for Contractors and Consultants.

VOTING

Absolute Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Strzina

THAT Council:

1. Accept and endorse requests from both the City of Nedlands and Town of Mosman Park for a contribution each to undertake feasibility and concept plans for the relocation of the Town's depot operations.
2. Authorise the Chief Executive Officer to incur costs up to \$20,000 for the purposes of the feasibility and concept plans as outlined in item 1.
3. Pursuant to Section 6.8 of the Local Government Act 1995:
 - i. Authorise the following expenditure – Feasibility and Concept Plans for the relocation of the Town's depot operations at a cost of no more than \$20,000.

- ii. Amend the 2010/2011 Adopted Budget (to accommodate the above authorised expenditure) as follows:
 - a. Increase the Other Property & Services Budget – Depot Building – Contractors and Consultants (Expenditure) by \$20,000.
 - b. Decrease the Town Planning and Regional Development Budget – Other Expenses – Contractors and Consultants – (Expenditure) by \$20,000.

AMENDMENT

Moved Mayor Morgan, seconded Cr Boland

That point (2) of the recommendation be changed to include the following addition immediately after \$20,000 and before the word “for” “including a maximum contribution of two thirds of the cost of the Mosman Park study”.’

Carried 4/2

COMMITTEE RECOMMENDATION

THAT Council:

1. **Accept and endorse requests from both the City of Nedlands and Town of Mosman Park for a contribution each to undertake feasibility and concept plans for the relocation of the Town’s depot operations.**
2. **Authorise the Chief Executive Officer to incur costs up to \$20,000 including a maximum contribution of two thirds of the cost of the Mosman Park study, for the purposes of the feasibility and concept plans as outlined in item 1.**
3. **Pursuant to Section 6.8 of the Local Government Act 1995:**
 - i. **Authorise the following expenditure – Feasibility and Concept Plans for the relocation of the Town’s depot operations at a cost of no more than \$20,000.**
 - ii. **Amend the 2010/2011 Adopted Budget (to accommodate the above authorised expenditure) as follows:**
 - a. **Increase the Other Property & Services Budget – Depot Building – Contractors and Consultants (Expenditure) by \$20,000.**
 - b. **Decrease the Town Planning and Regional Development Budget – Other Expenses – Contractors and Consultants – (Expenditure) by \$20,000.**

Carried 5/1

10.2 ENGINEERING

10.2.1 REAR LANEWAY SEALING - REAR OF 183 CURTIN AVENUE, COTTESLOE

File No: PRO/878
Attachments: Email from residents of 183 Curtin Avenue
Photos of laneway & 183 Curtin Avenue
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 21 September 2010
Author Disclosure of Interest Nil

SUMMARY

The applicants have, without initial discussion with Council or staff, paid for the sealing of a section of ROW 56, behind their property, 183 Curtin Avenue. The laneway is Crown Land and runs between Jarrad Street and Rosser Street. The applicants have requested part of the payment of the \$4000 cost of the asphalt surfacing.

The recommendation is that Council inform the applicants that, because of no previous request for a financial contribution being received before works were undertaken, no partial financial contribution can be made for the asphalt sealing of the laneway behind 183 Curtin Avenue, Cottesloe.

BACKGROUND

This laneway has been partially sealed, partially unsealed for many years. A couple of short sections have been sealed in recent years, as conditions of housing improvements or replacement. Minor maintenance has occurred at various intervals, as is common with unsealed laneways in Cottesloe. There have been no shared cost 'deals' proposed by residents with Council to seal the remainder of this laneway. No discussion was held with the applicants about such a proposal being put to Council for consideration of Council financial contribution prior to the works being undertaken. The sealed section is 10.7m long by 3.0m wide. The sealing cost was \$4000.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Councils' Right of Ways/Laneways Policy applies.

STATUTORY ENVIRONMENT

There are no statutory requirements to seal laneways or contribute to privately funded sealing. Such Crown Land laneways are vested in Council for care, control and maintenance. All works on such Council controlled laneways must be approved by Council and works controlled by Council staff.

FINANCIAL IMPLICATIONS

Council did not receive a submission for a shared cost or cost contribution surface asphalt works on the laneway. There is no agreement for any financial implication. The cost of a 50% contribution, if Council so resolved, would be \$2000.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

Previous shared cost or contributions to cost laneway improvements, particularly asphalt surfaces, have first been considered by Council and either rejected or approved to a certain cost limit, prior to works being undertaken. Such works have been arranged by staff and the private payment being made to Council. Staff have then been able to observe and control such works.

Asphalt surfacing has also taken place on laneways as a development condition on a house upgrading or redevelopment. Again, staff are fully involved before and during such works.

In this case, works were undertaken and completed with no request to Council or staff notification. A contribution to the works was then requested. If such a contribution was agreed to, it would set a precedent to others wishing to have other laneways sealed. With only \$20,000 budgeted for laneways improvements, Council might have such contributions totally remove its capacity to consider small laneway works due to its budget being consumed by similar contribution requests.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Strzina, seconded Cr Woodhill

THAT Council inform the applicants that, because of no previous request for a financial contribution being received before works were undertaken, no partial financial contribution can be made for the asphalt sealing of the laneway being 183 Curtin Avenue, Cottesloe.

Carried 6/0

10.2.2 REQUEST FOR APPROVAL TO INSTALL ARTIFICIAL TURF ON THE ROAD VERGE - 23 AND 25 PERTH STREET, COTTESLOE

File No: PRO/3111
Attachments: Residential Verge Policy
Letter from residents of 23 & 25 Perth Street
Photos of 23 & 25 Perth Street & Verge
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 21 September 2010
Author Disclosure of Interest Nil

SUMMARY

An application has been received for the installation of artificial grass on the road verge fronting 23 & 25 Perth Street, Cottesloe.

The recommendation is that that Council:

1. Resolve to approve the installation of artificial turf on the narrow road verge of Perth Street fronting 23 and 25 Perth Street, if manufacturers details can be provided to show that the material will allow drainage water to pass through into the base material and;
2. That it be noted that this approval is site specific, with no general application considered for wide verges, or slopes or for vehicle parking use and that all future use will be considered on a case by case basis by the Manager of Engineering Services.

BACKGROUND

Staff noticed the excavation of the verge in front of 23 and 25 Perth Street and the progress towards installation of green artificial (plastic) grass or turf, between the kerb line and footpath, a width approximately 2.1m. The installers were told to stop, and that an application was required to Council to use the artificial material.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Councils Residential Verges Policy applies.

STATUTORY ENVIRONMENT

The verge area is part of the road reserve. All residential road reserves are vested in Council for care, control and maintenance. Council therefore carries any liability in regards to approved verge treatments.

FINANCIAL IMPLICATIONS

Nil, other than potential future liability.

SUSTAINABILITY IMPLICATIONSPositive

- No watering required, therefore bore or drinking water is saved
- No mowing, edging or spraying for insects or plant diseases.

Negative

- Material is made out of oil.
- If ignited there is potential for noxious chemicals to be released.

CONSULTATION

Only with other Councils to discuss policy provisions for artificial grass.

STAFF COMMENT

Council's current Residential Verge Policy does not deal with artificial turf. It supports native vegetation, minimising verge watering and requires that any verge works beyond a flat, non-reticulated lawn will require a design and Council approval.

Artificial grass or turf is now being 'pushed' by advertising with its benefits being underlined – No watering, weeding or mowing. It looks green and real for years, can easily be removed and, so we are told, allows water ingress faster than lawn grass. .

An investigation of other Local Government policies and discussions with western suburbs engineers indicates that it is generally being treated similarly to concrete, asphalt and brick paving – one third of the verge being allowed to be covered and drainage being directed into a soak pit.

The use of plastic or artificial turf on the proposed location would cause less concern because of its narrow width, relatively flat levels and because of its position at the end of a cul de sac street. If it can be shown to allow rain water through its absorptive base, then, for this site, there are no real concerns, unless Council has an aesthetic concern.

If it was proposed in a 40m wide road reserve i.e. a 15m wide verge, on a slope, with proposed vehicle parking, then more issues would need to be considered.

VOTING

Simple Majority

COMMITTEE COMMENT

Committee discussed the issues raised in the report with Cr Boland expressing concern with the use of artificial turf as a verge treatment as not a suitable solution. He also drew Committee's attention to the sustainability implications in the officers report.

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Strzina, seconded Cr Woodhill

THAT COUNCIL:

1. Approve the installation of artificial turf on the narrow road verge of Perth Street, fronting 23 and 25 Perth Street, if manufacturers details can be provided to show that the material will allow drainage water to pass through into the base material and;
2. Noted that this approval is site specific, with no general application considered for wide verges, or slopes or for vehicle parking use and that all future use will be considered on a case by case basis by the Manager Engineering Services.

3/3
CASTING VOTE FOR
CARRIED 4/3

In considering the use of his casting vote the Mayor advised that he would support the officer recommendation as listed in order to refer the matter to full Council for deliberation.

10.2.3 TENDER FOR THE SUPPLY AND LAYING OF ASPHALTIC CONCRETE

File No: SUB/600
Attachments: Tender documents from Roads 2000
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 21 September 2010
Author Disclosure of Interest Nil

SUMMARY

On behalf of the local governments of Cottesloe, Claremont, Mosman Park, Subiaco and Cambridge a tender was advertised by the Town for the supply and laying of all road and carpark asphaltic concrete (hotmix) for a period of three years. This follows the completion of the previous three year contract at the end of June 2010.

The recommendation is that Council accept the tender prices submitted by Roads 2000 for the supply and laying of all construction and rehabilitation asphaltic concrete within the Town of Cottesloe for a three year period, commencing October 2010.

BACKGROUND

The Town of Mosman Park has arranged for the past two x three (3) year tenders for Asphaltic Concrete on behalf of interested Councils within WESROC, as a regional tender.

This year, the Town of Cottesloe has called the tender, in order to achieve bulk purchase benefits for all participants. A three year contract period is normally sought to facilitate long term planning of pricing for projects and to reduce the effort required in administering the tender process.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Council's *Purchasing Policy* applies to this tender.

STATUTORY ENVIRONMENT

The Local Government Act 1995 requires all purchases in excess of \$100,000 per year be the subject of a tender process. This has been undertaken through a regional tender undertaken on behalf of all WESROC Councils (apart from the City of Nedlands and the Shire of Peppermint Grove).

FINANCIAL IMPLICATIONS

The Town of Cottesloe uses in excess of 1,000 tonnes of asphaltic concrete per year. Any major change in cost per tonne has an immediate impact on road construction and maintenance costs.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Asphalt supply companies wishing to submit tenders.

STAFF COMMENT

A total of five tenders were submitted and each complied with the tender requirements. These tenders came from Fulton Hogan, Boral Asphalt, Roads 2000, Downer EDI Works and Asphaltech.

Tenders received demonstrated a large range of costs over the 5 tenderers, with the two lowest tenderers – Roads 2000 and Boral Asphalt offering the lowest set of prices.

Three years ago, the tenders received showed a substantial jump in prices compared to the previous contract. The prices just received show a levelling off for asphalt prices, similar to CPI increases. The major impact on asphalt is the cost of bitumen, which is derived from imported crude oil, and the fuel prices for machinery used.

Tenders received were considered at a combined meeting between engineering representatives from Cottesloe, Claremont, Cambridge, Subiaco and Mosman Park municipalities. The main points considered when comparing tenders were demonstrated ability, tender pricing, experience and safety. It was generally agreed by all at the meeting that Roads 2000 satisfied the needs of the five authorities to the fullest extent.

The proposed successful tender shows a cost increase (depending on which type of mix and the tonnage per site) of 9.4% to 13.3% from three years ago, over three years. Prices from a range of associated services, particularly 'cold planing' or 'milling' (machine removal of old asphalt layers) are also part of this contract.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Birnbrauer

THAT Council accept the tender prices submitted by Roads 2000 for the supply and laying of all construction and rehabilitation asphaltic concrete within the Town of Cottesloe for a three year period, commencing October 2010.

Carried 6/0

10.3 FINANCE

10.3.1 STATUTORY FINANCIAL REPORTS FOR THE MONTH ENDING 31 AUGUST 2010

File No: SUB/137
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 21 September 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 31 August 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

No financial resource impact.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Operating Statement on page 2 of the Financial Statements shows a favourable variance between the actual and budgeted YTD net profit or loss of \$311,002 as at 31 August 2010. Operating Revenue is below budget by \$45,873 (1%). Operating Expenditure is \$238,434 (15%) less than budgeted YTD. A report on the variances in income and expenditure for the period ended 31 August 2010 is shown on page 7.

The Capital Works Program is listed on pages 20 - 25 and shows total expenditure of \$1,186,220 compared to YTD budget of \$1,044,250.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Strzina

THAT Council receive the Operating Statement, Statement of Assets and Liabilities and supporting financial information for the period ending 31 August, 2010, as per the attached Financial Statements, submitted to the 21 September 2010 meeting of the Works and Corporate Services Committee

Carried 6/0

10.3.2 SCHEDULE OF INVESTMENTS AND LOANS AS AT 31 AUGUST 2010

File No: SUB/150 & SUB/151
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 21 September 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 31 August 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

No financial resource impact.

SUSTAINABILITY IMPLICATIONS

Nil.

CONSULTATION

Nil.

STAFF COMMENT

The Schedule of Investments on page 16 of the Financial Statements shows that \$1,417,623.82 was invested as at 31 August 2010.

Reserve Funds make up \$649,240.82 of the total invested and are restricted funds. Approximately 76% of the funds are invested with the National Australia Bank, 18% with Westpac, and 6% with BankWest.

The Schedule of Loans on page 17 shows a balance of \$6,827,123.41 as at 31 August, 2010. There is \$459,792.00 included in this balance that relates to self supporting loans.

VOTING

Simple Majority.

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Strzina

THAT Council receive the Schedule of Investments and Schedule of Loans for the period ending 31 August 2010, as per the attached Financial Statements, as submitted to the 21 September 2010 meeting of the Works and Corporate Services Committee.

Carried 6/0

10.3.3 ACCOUNTS PAID IN THE MONTH OF AUGUST 2010

File No: SUB/137
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 21 September 2010
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the list of accounts paid for the period ending 31 August 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 allocations.

FINANCIAL IMPLICATIONS

No financial resource impact.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The list of accounts commencing on page 8 of the Financial Statements has the following significant payments that are brought to your attention:

- \$14,977.12 to WA Local Government Superannuation Plan for superannuation contributions.
 - \$14,896.30 to WA Local Government Superannuation Plan for superannuation contributions.
 - \$29,870.50 to LGIS Liability for Councils first instalment towards public liability insurance for 2010-2011.
 - \$15,597.95 to Western Metropolitan Regional Council for transfer station tipping fees.
 - \$34,965.81 to B & N Waste Pty Ltd for green waste collection services.
 - \$15,556.01 to Western Metropolitan Regional Council for transfer station tipping fees.
-

- \$43,410.53 to Transpacific Cleanaway for waste collection services.
- \$11,220.00 to Breac Pty Ltd for environmental health services.
- \$40,557.00 to LGIS Workcare for the first instalment of workers compensation insurance for Council staff for the year 2010-2011.
- \$470,536.01 to the Shire of Peppermint Grove for Councils contribution towards the new joint library building project.
- \$17,803.51 to Western Metropolitan Regional Council for transfer station tipping fees.
- \$14,190.42 to the Shire of Peppermint Grove for Councils contribution towards the new joint library building project.
- \$11,317.77 to Western Metropolitan Regional Council for transfer station tipping fees.
- \$26,727.30 to Titan Ford for a new PK ranger crew cab pickup for the deputy works supervisor.
- \$64,678.47 & \$87,855.13 for staff payroll.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Strzina

THAT Council receive the List of Accounts for the period ending 31 August 2010, as per the attached Financial Statements, as submitted to the 21 September 2010 meeting of the Works and Corporate Services Committee.

Carried 6/0

10.3.4 PROPERTY & SUNDRY DEBTORS REPORT FOR AUGUST 2010

File No: SUB/145
Attachments: Financial Statements
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 21 September 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 31 August 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

The Sundry Debtors Report commences on page 18 of the Financial Statements and shows a balance of \$223,115.34 of which \$152,646.23 relates to the current month. The balance of aged debtors over 30 days stood at \$70,469.11

Property Debtors are shown in the Rates and Charges analysis on page 19 of the Financial Statements and show a balance of \$4,803,738.99. Of this amount \$204,328.83 and \$630,063.35 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 \$4,656,828 in 2010 compared to \$4,208,800 last year

VOTING

Simple Majority.

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Strzina

THAT Council receive the Property and Sundry Debtors Report for the period ending 31 August 2010, as per the attached Financial Statements, as submitted to the 21 September 2010 meeting of the Works and Corporate Services Committee.

Carried 6/0

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

Nil

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

Nil

13 MEETING CLOSURE

The Presiding Member announced the closure of the meeting at 8:20pm

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