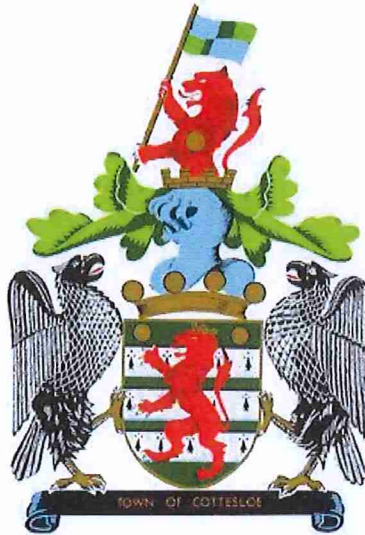


TOWN OF COTTESLOE



ORDINARY COUNCIL MEETING UNCONFIRMED MINUTES

ORDINARY COUNCIL MEETING
HELD IN THE
Council Chambers, Cottesloe Civic Centre
109 Broome Street, Cottesloe
6:00 PM Tuesday, 25 February 2025

A handwritten signature in black ink, appearing to read 'William Matthew Scott', is written over a horizontal line.

WILLIAM MATTHEW SCOTT
Chief Executive Officer

7 March 2025

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Agenda and minutes are available on the Town's website www.cottesloe.wa.gov.au

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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member announced the meeting opened at 6:00 pm.

I would like to begin by acknowledging the Whadjuk Nyoongar people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

2 DISCLAIMER

The Presiding Member drew attention to the Town's Disclaimer.

3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member announced that the meeting is being recorded, solely for the purpose of confirming the correctness of the Minutes.

4 PUBLIC QUESTION TIME**4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****Stephen Mellor - 8 Graham Court, Cottesloe**

Q1 Is a reduction in likely parking fees [due to cancelation of Sculptures by the Sea] also be an income reduction for the annual budget?

R1 No. The Town of Cottesloe does not charge parking fees. Additionally, given the time of year Sculpture by the Sea normally occurs, the impact on parking infringements is not expected to be significant.

Q2 Should [the status of the Indiana development] not this be updated before approving the Strategy?

R2 The status of the Indiana development does not have a material impact on the Local Planning Strategy. The Indiana Tea House is within the Metropolitan Regional Scheme, which is managed by the Western Australian Planning Commission (WAPC).

Q3 Would [the inclusion of 22 John Street] not this be more than a 'Minor' modification [in the Local Planning Strategy] allowed in Point 4 of the Resolution for the CEO to approve?

R3 The CEO has not exercised delegated authority in relation to modifying the Local Planning Strategy (LPS) regarding 22 John Street. This is why the matter has been presented for Council's consideration.

(Note: at the OCM Council resolved not to include 22 John Street in area F of the Local Planning Strategy.)

- Q4a Is this not a breach of the accepted consultation process with the community [to include 22 John Street in area F of the Local Planning Strategy]?
- R4a Given the recent subdivision application for 22 John Street, the Administration believed there was sufficient merit, for its inclusion into Area F, hence the recommendation for Council's consideration. (As noted above, Council has resolved not to include 22 John Street in area F of the Local Planning Strategy.)
- Q4b Will this not add to "Public consultation fatigue" but rather increase lack of faith in the Council's process and commonsense governance?
- R4b Refer to R3 & R4a.
- Q5 With the inclusion and potential sub-division of the site, would not this put at risk the tree canopy and open space so important to and in conflict with the GIS?
- R5 The Greening Infrastructure Strategy (GIS) primarily addresses green infrastructure on public land. While it references green infrastructure on private land, the mechanisms to manage this have not yet been investigated or adopted by Council.
- Q6 With the Fiveight *Indiana* Proposal currently still in the Local Planning Strategy and that the inclusion of a Surf Club storage shed near the Mudurup Rocks was planned, can the community be assured that locating this in such a risk area will be properly considered should the proposal resurface?
- R6 As mentioned above, the status of the Indiana development does not have a material impact on the Local Planning Strategy. The Redevelopment Parameters for the Indiana redevelopment, adopted by Council at the June Ordinary Council Meeting (Resolution OCM090/2024), require the proponent to assume all costs and risks associated with relocating the boatshed and also that any revised redevelopment proposal must set out how environmental and heritage issues raised by the redevelopment are to be resolved, to the Town's satisfaction.
- Q7 If the proposal is still in 'discussion' will Fiveight be made responsible in their building works for the CHRMAP management building and 'fortification' works?
- R7 Further to R6, the Redevelopment Parameters require the proponent to assume all risks and costs including risks and costs associated with protecting the site from coastal hazards, (both existing hazards and those identified during the lease term).
- Q8 Has the Licence Agreement with the *Magpies* been agreed and signed?

- R8 No.
- Q9 Have the whole year 'available hire days and hours' been made publicly available?
- R9 As with all Council facilities available for hire, potential hirers may contact the Town to check the availability of Anderson Pavilion.
- Q10 Are hire users of the Pavilion covered for insurance purposes by the Town's [insurance] policy?
- R10 All users hiring Anderson Pavilion have the same insurance coverage as those hiring any other Council facility.

4.2 PUBLIC QUESTIONS

Stephen Mellor - 8 Graham Court Cottesloe

- Q1. In spite of my exchange of emails last week, I was surprised that the Agenda Papers under this item do not include/list the titles of the documents supplied to Councillors whether confidential or not. Is this omission justified and is it in compliance with the Regulations?
- R1. The requirements of Clause 6.15(1)(a) have been misinterpreted. Clause 6.15(1)(a) of the Town of Cottesloe Local Government (Meeting Procedure) Local Law 2021 states:
- "6.15 Confidentiality of information withheld
- (1) Information withheld by the CEO from the public under Regulation 14 (2) of the Regulations or Regulation 21 of the Local Government (Model Code of Conduct) Regulations 2021 is to be:
- (a) identified in the agenda of a council meeting under the item 'Matters for which meeting may be closed'. (underling used for emphasis)"
- It does not require that all documents associated with a report recommended for confidential consideration be listed in the agenda. The agenda complies with statutory requirements by appropriately identifying items (reports) to be considered behind closed doors.
- Q2a. Should not my 'Questions' [taken on notice] emails then also be responded to within the Charter time-frames, regardless of the 'statutory time-frame governed matters' as well as being included in the next meeting agenda papers?
- Q2b. Do I need to email twice?
- R2a&b. An initial response is provided at the Council meeting, either by responding to the questions directly or confirming that they will be

taken on notice. Clause 6.7(5) of the Town of Cottesloe Local Government (Meeting Procedure) Local Law 2021 states that “a member of the public who provides written questions will have these questions prioritised for response” (underling used for emphasis). However, this applies to questions received prior to or at a Council meeting. In this instance, the written questions were received after the meeting, and therefore the requirement does not apply.

Further, the provision is intended to ensure that members of the public who submit questions ahead of the meeting will be heard at the meeting in priority to others. This would be relevant where, for example, public question time will expire before all members of the public can be heard, or where multiple people want to ask questions on the same topic and raising the same issues. The local law is intended to extend courtesy to those who submit their questions ahead of the meeting. The provision does not address the timeframe for responses to questions submitted in advance and taken on notice (which will usually be where the questions are numerous and wide ranging and would require some research to provide meaningful responses.)

The Local Government Act 1995, Local Government Regulations and the Local Law governs Council meetings and does not extend to general correspondence. The Customer Service Charter is a guiding document and not a regulation. Responses to Public Question are provided to the questioner at the same time they are available to the general public, as they form part of the public record of the Council Meeting.

- Q3. If candidate ‘F’ as noted in the Attachments has already been recommended by the Recruitment Committee, what is the rational for including this item in the Agenda ‘after the event’?
- R3. Until Council has made a formal offer and the offer has been accepted, it remains uncertain whether the CEO Recruitment Advisory Committee may need to meet again. Including this item in the agenda ensures that all necessary governance steps are followed before any final decision is reached.
- Q4a. Will Council immediately commit to undertake restoration works to ensure the historic pylon is saved before it collapses, and
- Q4b. Use whatever held over ‘donation funds’ as may remain and not allocate these to the Foreshore Masterplan funding and allocate additional emergency funding for the works.
- R4a&b. This matter is subject to a decision of Council.

Q5a. What is the scope and duration of the Element contract [in relation to the Carpark 2 revisioning]?

Q5b. When was it approved by Council?

Q5c. Where are these monthly reports for public review?

R5a,b&c. Element was appointed to assist the Town in implementing the Carpark No.2 Strategy in accordance with the Town's Purchasing Policy in March 2024. The Purchasing Policy allows the Administration to engage contractors for services below the legislated tender threshold (\$250,000). All payments to Element for this service are listed on monthly statement of accounts payable. As part of standard governance practices, Council receives updates on significant projects in monthly confidential briefing sessions. Any decision to release this information for public review rests with Council.

The Presiding Member requested of Mr Mellor to allow a member of the public to read her statement before responding to his questions as she needed to leave urgently due to family commitments.

5 PUBLIC STATEMENT TIME

Item 10.1.4 Event Application Electric Island 2026

Ms Alana Grist outlined her's and her family's love for Electric Island and wished to show support for the 3 day event.

The Presiding Member resumed Public Question time.

Item 10.1.4 Event Application Electric Island 2026

Mr Kim Grist spoke of his and his wife's support for the Electric Island event and outlined the need for further events on the beach.

6 ATTENDANCE

Elected Members

Mayor Lorraine Young

Cr Melissa Harkins

Cr Helen Sadler

Cr Michael Thomas

Cr Katy Mason

Cr Jeffrey Irvine

Cr Sonja Heath

Officers

Mr William Matthew Scott

Chief Executive Officer

Mr Shaun Kan

Director Engineering Services

Mr Paul Neilson
Mrs Vicki Cobby
Ms Jacquelyne Pilkington
Ms Magdalena Domanska

A/Director Development and Regulatory Services
Director Corporate and Community Services
Governance & Executive Office Coordinator
Executive Services Officer

6.1 APOLOGIES

Nil

Officers Apologies

Nil

6.2 APPROVED LEAVE OF ABSENCE

Cr Chilla Bulbeck
Cr Brad Wylynko

6.3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7 DECLARATION OF INTERESTS

Cr Sadler declared an IMPARTIALITY INTEREST in item 10.2.2 by virtue “as some of the candidates are known to me”

Cr Sadler declared an IMPARTIALITY INTEREST in item 13.1.2 by virtue “as some of the candidates are known to me”

Cr Irvine declared an IMPARTIALITY INTEREST in item 10.2.2 by virtue “as some of the candidates are known to me”

Cr Irvine declared an IMPARTIALITY INTEREST in item 13.1.2 by virtue “as some of the candidates are known to me”

Cr Harkins declared an IMPARTIALITY INTEREST in item 10.1.2 by virtue “as some of the candidates are known to me”

Cr Harkins declared an IMPARTIALITY INTEREST IN ITEM 13.1.2 by virtue “as some of the candidates are known to me”

Cr Heath declared an IMPARTIALITY INTEREST in item 10.2.2 by virtue “as some of the candidates are known to me”

Cr Heath declared an IMPARTIALITY INTEREST in item 13.1.2 by virtue “as some of the candidates are known to me”

Mayor Young declared an IMPARTIALITY INTEREST in item 10.2.2 by virtue “as some of the candidates are known to me”

Mayor Young declared an IMPARTIALITY INTEREST in item 13.1.2 by virtue “as some of the candidates are known to me”

8 CONFIRMATION OF MINUTES

OCM001/2025

Moved Cr Sadler

Seconded Cr Thomas

That the Minutes of the Ordinary Meeting of Council held on Tuesday 17 December 2024 be confirmed as a true and accurate record.

Carried 7/0

**For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath
Against: Nil**

9 PRESENTATIONS

9.1 PETITIONS

Section 9.4 - Procedure of Petitions

The only question which shall be considered by the council on the presentation of any petition shall be -

- a) that the petition shall be accepted; or*
- b) that the petition not be accepted; or*
- c) that the petition be accepted and referred to a committee for consideration and report; or*
- d) that the petition be accepted and dealt with by the full council.*

Nil

9.2 PRESENTATIONS

Nil

9.3 DEPUTATIONS

Nil

10 REPORTS

10.1 REPORTS OF OFFICERS

OCM002/2025

Moved Cr Heath

Seconded Cr Thomas

COUNCIL RESOLUTION

That Council adopts en-bloc the following Officer Recommendations contained in the Agenda for the Ordinary Council Meeting 25 February 2025:

Item #	Report Title
10.1.1	Monthly Financial Statements for the period 1 July 2024 to 31 December 2024
10.1.2	Monthly Financial Statements for the period 1 July 2024 to 31 January 2025
10.1.7	CEO Quarterly Information Bulletin
10.2.1	Receipt of Audit Committee Minutes

Carried 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

CORPORATE AND COMMUNITY SERVICES**10.1.1 MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2024 TO 31 DECEMBER 2024**

Directorate: Corporate and Community Services
Author(s): Sheryl Teoh, Finance Manager
Authoriser(s): Vicki Cobby, Director Corporate and Community Services
File Reference: D25/6036
Applicant(s):
Author Disclosure of Interest: Nil

SUMMARY

It is a requirement of the *Local Government (Financial Management) Regulations 1996*, Regulation 34 that monthly financial statements are presented to Council, in order to allow for proper control of the Town's finances and to ensure that income and expenditure are compared to budget forecasts.

OFFICER RECOMMENDATION IN BRIEF

That Council RECEIVES the Monthly Financial Statements for the period 1 July 2024 to 31 December 2024.

BACKGROUND

In order to prepare the attached financial statements, the following reconciliations and financial procedures have been completed and verified:

- Reconciliation of all bank accounts;
- Reconciliation of rates and source valuations;
- Reconciliation of assets and liabilities;
- Reconciliation of payroll and taxation;
- Reconciliation of accounts payable and accounts receivable ledgers;
- Allocation of costs from administration, public works overheads and plant operations; and
- Reconciliation of loans and investments.

OFFICER COMMENT

The following comments and/or statements provide a brief summary of major financial/budget indicators and are included to assist in the interpretation and understanding of the attached financial statements:

- The net current funding position as at 31 December 2024 was \$11,594,137 compared to \$8,676,154 at the same time last year.

- Operating revenue exceeds the year-to-date budget by \$110,226 while operating expenditure is less than the year-to-date budget by \$1,398,839. A detailed explanation of material variances is provided in Note 3: Explanation of Material Variances, in the attached financial statements.
- Cash and investments are shown in Supplementary Information 3: Cash and Financial Assets at Amortised Cost, of the attached financial statements. The Town has 36.84% of funds invested with the Commonwealth Bank of Australia, 35.62% with the National Australia Bank, and 27.55% with the Westpac Banking Corporation.
- The balance of cash-backed reserves was \$7,591,088 as at 31 December 2024, as shown in Supplementary Information 4: Reserve Accounts.
- The Capital Works Program is detailed in Supplementary Information 5: Capital Acquisitions. It shows that capital expenditure is less than the year-to-date budget by \$480,710. An explanation of material variances is provided in Note 3: Explanation of Material Variances in the attached financial statements.
- Rates, sundry debtors, and other receivables are shown in Supplementary Information 7: Receivables. Outstanding rates amount to \$3,829,989, compared to \$3,424,660 at the same time last year. Sundry debtors and other receivables indicate that 38.5%, or \$335,781, are older than 90 days, which includes outstanding infringements.
- Information on borrowings is shown in Supplementary Information 10: Borrowings, of the attached financial statements. The Town had total principal outstanding of \$1,933,710 as at 31 December 2024.

List of Accounts Paid for December 2024

The list of accounts paid during December 2024 is included in the attachment. This includes purchases made via electronic fund transfers and cheque payments, credit card payments, and fuel cards payments.

The following material payments are brought to the Council's attention:

- \$506,000.00 to Eco Shark Barrier P/L for the shark barrier
- \$177,575.46 and \$170,818.54 to the Town of Cottesloe Staff for Fortnightly payroll
- \$171,068.70 to the Shire of Peppermint Grove for the Grove Library contribution
- \$112,460.12 to Solo Resource Recovery for waste collection services
- \$83,616.23 to Hames Sharley (WA) P/L for Planning consultancy
- \$72,179.80 to FJ Fitsimmons & Co for road construction
- \$50,757.00 and \$48,783.00 to the Australian Taxation Office for Payroll deductions
- \$46,690.68 and \$46,375.30 to SuperChoice Services Pty Ltd for Superannuation contributions
- \$41,447.22 to Dept. Mines, Industry Regulation & Safety for Building Services Levies
- \$37,076.75 to Surf Life Saving Western Australia for lifeguard services
- \$36,099.86 to Western Metropolitan Regional Council for waste disposal services

- \$31,904.00 to Scarboro Toyota for Toyota Corolla
- \$31,707.99 to Managed IT Pty Ltd for IT services, maintenance and licensing

Payment listings for October and November 2024 have been included in the attachments to this report. Whilst all material payments were communicated in the October and November reports to Council, the full payment listings were not attached.

ATTACHMENTS

- 10.1.1(a) Monthly Financial Statements for the period 1 July 2024 to 31 December 2024 [under separate cover]
- 10.1.1(b) Payment Listing December 2024 [under separate cover]
- 10.1.1(c) Payment Listing November 2024 [under separate cover]
- 10.1.1(d) Payment Listing October 2024 [under separate cover]

CONSULTATION

Internal

STATUTORY IMPLICATIONS

Local Government Act 1995

Section 6.4

Local Government (Financial Management) Regulations 1996, Reg. 34

POLICY IMPLICATIONS

There are no perceived policy implications arising from the officer's recommendation.

STRATEGIC IMPLICATIONS

This report is consistent with the Town's *Council Plan 2023 – 2033*.

Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance.

Major Strategy 4.3: Deliver open, accountable and transparent governance.

RESOURCE IMPLICATIONS

Resource requirements are in accordance with the existing budgetary allocation.

ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the officer's recommendation.

VOTING REQUIREMENT

Simple Majority

OCM003/2025

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Heath

Seconded Cr Thomas

THAT Council RECEIVES the Monthly Financial Statements for the period 1 July 2024 to 31 December 2024

Carried by En Bloc Resolution 7/0

10.1.2 MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2024 TO 31 JANUARY 2025

Directorate: Corporate and Community Services
Author(s): Sheryl Teoh, Finance Manager
Authoriser(s): Vicki Cobby, Director Corporate and Community Services
File Reference: D25/6041
Applicant(s):
Author Disclosure of Interest: Nil

SUMMARY

It is a requirement of the *Local Government (Financial Management) Regulations 1996*, Regulation 34 that monthly financial statements are presented to Council, in order to allow for proper control of the Town's finances and to ensure that income and expenditure are compared to budget forecasts.

OFFICER RECOMMENDATION IN BRIEF

That Council RECEIVES the Monthly Financial Statements for the period 1 July 2024 to 31 January 2025.

BACKGROUND

In order to prepare the attached financial statements, the following reconciliations and financial procedures have been completed and verified:

- Reconciliation of all bank accounts;
- Reconciliation of rates and source valuations;
- Reconciliation of assets and liabilities;
- Reconciliation of payroll and taxation;
- Reconciliation of accounts payable and accounts receivable ledgers;
- Allocation of costs from administration, public works overheads and plant operations; and
- Reconciliation of loans and investments.

OFFICER COMMENT

The following comments and/or statements provide a brief summary of major financial/budget indicators and are included to assist in the interpretation and understanding of the attached financial statements:

- The net current funding position as at 31 January 2025 was \$10,168,322 compared to \$7,849,854 at the same time last year.

- Operating revenue exceeds the year-to-date budget by \$174,578 while operating expenditure is less than the year-to-date budget by \$3,234,960. A detailed explanation of material variances is provided in Note 3: Explanation of Material Variances, in the attached financial statements.
- Cash and investments are shown in Supplementary Information 3: Cash and Financial Assets at Amortised Cost, of the attached financial statements. The Town has 39.48% of funds invested with the Westpac Banking Corporation, 34.97% with the National Australia Bank, and 25.55% with the Commonwealth Bank of Australia.
- The balance of cash-backed reserves was \$7,467,524 as at 31 January 2025, as shown in Supplementary Information 4: Reserve Accounts.
- The Capital Works Program is detailed in Supplementary Information 5: Capital Acquisitions. It shows that capital expenditure is less than the year-to-date budget by \$374,508. An explanation of material variances is provided in Note 3: Explanation of Material Variances in the attached financial statements.
- Rates, sundry debtors, and other receivables are shown in Supplementary Information 7: Receivables. Outstanding rates amount to \$3,361,941, compared to \$2,779,625 at the same time last year. Sundry debtors and other receivables indicate that 63.4%, or \$349,987, are older than 90 days, which includes outstanding infringements.
- Information on borrowings is shown in Supplementary Information 10: Borrowings, of the attached financial statements. The Town had total principal outstanding of \$1,933,710 as at 31 January 2025.

List of Accounts Paid for January 2025

The list of accounts paid during January 2025 is included in the attachment. This includes purchases made via electronic fund transfers and cheque payments, credit card payments, and fuel cards payments.

The following material payments are brought to the Council's attention:

- \$197,843.06, \$187,797.30 and \$178,120.73 to the Town of Cottesloe Staff for Fortnightly payroll
- \$92,918.11 and \$92,875.00 to Solo Resource Recovery for waste collection services
- \$180,891.14 to the Western Metropolitan Regional Council for Waste disposal services
- \$171,068.70 to the Shire of Peppermint Grove for Grove Library contribution
- \$59,323.00, \$55,184.00 and \$51,147.00 to the Australian Taxation Office for Payroll deduction
- \$142,137.60 to the Programmed Property Services Pty Ltd for Repairs and maintenance
- \$47,134.36, \$46,388.25 and \$46,321.24 to the SuperChoice Services Pty Ltd for Superannuation
- \$37,752.79 to the Electricity Generation and Retail Corporation for Electrical services
- \$33,432.25 to the Managed IT Pty Ltd for Licensing agreement

ATTACHMENTS

- 10.1.2(a) Monthly Financial Report 1 July 2024 to 31 January 2025 [under separate cover]
- 10.1.2(b) Payment Listing January 2025 [under separate cover]

CONSULTATION

Internal

STATUTORY IMPLICATIONS

Local Government Act 1995

Section 6.4

Local Government (Financial Management) Regulations 1996, Reg. 34

POLICY IMPLICATIONS

There are no perceived policy implications arising from the officer's recommendation.

STRATEGIC IMPLICATIONS

This report is consistent with the Town's *Council Plan 2023 – 2033*.

Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance.

Major Strategy 4.3: Deliver open, accountable and transparent governance.

RESOURCE IMPLICATIONS

Resource requirements are in accordance with the existing budgetary allocation.

ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the officer's recommendation.

VOTING REQUIREMENT

Simple Majority

OCM004/2025

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Heath

Seconded Cr Thomas

THAT Council RECEIVES the Monthly Financial Statements for the period 1 July 2024 to 31 January 2025

Carried by En Bloc Resolution 7/0

EXECUTIVE SERVICES**10.1.7 CEO QUARTERLY INFORMATION BULLETIN**

Directorate: Executive Services
Author(s): Jacquelyne Pilkington, Governance & Executive Office Coordinator
Authoriser(s): William Matthew Scott, Chief Executive Officer
File Reference: D25/4278
Applicant(s):
Author Disclosure of Interest: Nil

SUMMARY

To provide Council information and statistics on key activities during the year on a quarterly basis, as requested by Council or recommended by the Administration.

OFFICER RECOMMENDATION IN BRIEF

THAT Council notes the information provided in the Quarterly Information Bulletin (Attachments).

BACKGROUND

This report is consistent with the Town's Council Plan 2023 – 2033, Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance and Major Strategy 4.3: Deliver open, accountable and transparent governance.

OFFICER COMMENT

Elected Members should be aware that the Council Plan deliverables do not currently have a priority rating. Deliverable priorities will be considered by Council at a future meeting. In the interim all deliverables have been commented on.

ATTACHMENTS

10.1.7(a) CEO Quarterly Information Report [under separate cover]

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government Act 1995

Section 5.41 Functions of CEO

POLICY IMPLICATIONS

There are no perceived policy implications arising from the officer's recommendation.

STRATEGIC IMPLICATIONS

This report is consistent with the Town's *Council Plan 2023 – 2033*.

Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance.

Major Strategy 4.3: Deliver open, accountable and transparent governance.

RESOURCE IMPLICATIONS

Resource requirements are in accordance with the existing budgetary allocation.

ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the officer's recommendation.

VOTING REQUIREMENT

Simple Majority

OCM005/2025

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Heath

Seconded Cr Thomas

THAT Council notes the information provided in the Quarterly Information Bulletin

Carried by En Bloc Resolution 7/0

10.2.1 RECEIPT OF AUDIT COMMITTEE MINUTES

Attachments: 10.2.1(a) Unconfirmed minutes of Audit Committee Meeting held on 7 February 2025 [under separate cover]

OCM006/2025

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Heath Seconded Cr Thomas

THAT Council RECEIVES the attached Unconfirmed Minutes of the Meeting held on 7 February 2025 and ADOPTS the recommendations contained within.

Carried by En Bloc Resolution 7/0

CORPORATE AND COMMUNITY SERVICES**10.1.3 ACCEPTANCE OF THE 2023/2024 ANNUAL REPORT**

Directorate: Corporate and Community Services
Author(s): Vicki Cobby, Director Corporate and Community Services
Authoriser(s): William Matthew Scott, Chief Executive Officer
File Reference: D25/7064
Applicant(s):
Author Disclosure of Interest: Nil

SUMMARY

For Council to consider accepting the Town of Cottesloe 2023/24 Annual Report, including the 2023/24 Annual Financial Statements and Audit Opinion and the date of the Annual Meeting of Electors.

OFFICER RECOMMENDATION IN BRIEF

It is recommended that Council accept the 2023/24 Annual Report, incorporating the Annual Financial Statements and Audit Report and sets the date for the General Meeting of Electors.

BACKGROUND

The Town's 2023/24 Annual Financial Statements have now been audited and the Audit Report to the Mayor and Chief Executive Officer has been received from the Office of the Auditor General (OAG).

The OAG held the Town's audit exit meeting on 7 February 2025 and invited the audit committee. This provided the audit committee the opportunity to hear directly from the auditors, and ask any questions regarding the Annual Financial Statements and any audit findings. The Audit Committee also met on 7 February 2025 and noted the Annual Financial Statements and Audit Report as presented, to be recommended for acceptance as part of the 2023/2024 Annual Report.

In accordance with s5.53. Annual Reports, Local Government Act 1995, the Annual Report must include:

- a report from the mayor;
 - a report from the CEO;
 - an overview of the plan for the future of the district, including major initiatives that are proposed to commence or to continue in the next financial year;
 - the financial report;
 - payments made to prescribed employees;
 - the auditor's report;
 - Disability Services Act 1993 reports;
 - register of complaints details (vis. number and how the complaints were dealt with);
-

- other details required by regulations or be prescribed.

OFFICER COMMENT

The Annual Report for the Town of Cottesloe for 2023/24 if accepted at the present meeting, 25 February 2025, sees the General Meeting of Electors being required to be held by 22 April 2025 at the latest (56 days) with a minimum of 14 days notice required for the holding of the meeting.

The audit opinion is **unmodified** and includes an **emphasis of matter**. An unmodified audit opinion (also referred to as an unqualified audit opinion) is a good result for the Town, it means that the auditors conclude that the financial statements are prepared, in all material respects, in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. An emphasis of matter does not change the audit opinion, they are used by auditors to draw the attention of users to a matter that they think is important to their understanding of the financial statements.

Should Council accept the 2023/24 Annual Report, the date for the Annual General Meeting of Electors (GME) can be resolved. As per sections 5.27 and 5.29, Local Government Act the GME must be held within 56 days of the Council accepting the Annual Report, noting there must be 14 day's public notice, prior to the meeting. Given these requirements it is recommended that the GME be held on Tuesday 18 March 2024 at 5:30pm in the War Memorial Hall. The GME will be held before the Agenda Forum (for the 25 March 2025 Ordinary Council Meeting).

ATTACHMENTS

10.1.3(a) 2023/2024 Annual Report [under separate cover]

CONSULTATION

Office of the Auditor General

Grant Thornton

Audit Committee

STATUTORY IMPLICATIONS

Local Government Act 1995

5.53. Annual Reports

5.54. Acceptance of Annual Reports

5.27. Electors General Meetings

5.29. Convening Electors Meetings

POLICY IMPLICATIONS

There are no perceived policy implications arising from the officer's recommendation.

STRATEGIC IMPLICATIONS

This report is consistent with the Town's *Council Plan 2023 – 2033*.

Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance.

Major Strategy 4.3: Deliver open, accountable and transparent governance.

RESOURCE IMPLICATIONS

There Annual Report is prepared within the Budget parameters set by Council.

ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the officer's recommendation.

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

Moved Cr Sadler

Seconded Cr Mason

That Council, by Absolute Majority:

1. ACCEPTS the ANNUAL Report for the Town of Cottesloe for the year ended 30 June 2024.
2. SETS the time and date of the General Meeting of Electors at 5:30pm, 18 March 2024 in the War Memorial Hall, and that the purpose of the meeting be - "to discuss the contents of the 2023/24 Annual Report (incorporating the 2023/24 Annual Financial Statements and Auditor's Report) and any other general business".

NOTES that local public notice will be issued on 26 February 2025, to ensure the minimum 14 days notice of the General Meeting of Electors is provided

OCM007/2025

Moved Cr Harkins

Seconded Cr Thomas

COUNCILLOR AMENDMENT

To add to point 1;

- a) include on (page 99) the number of **Working Group Meetings** attended by each Council Member during the financial year.

Carried 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

OCM008/2025

SUBSTANTIVE MOTION

Moved Cr Sadler

Seconded Cr Mason

That Council, by Absolute Majority:

1. ACCEPTS the ANNUAL Report for the Town of Cottesloe for the year ended 30 June 2024 and includes on (page 99) the number of Council Working Group Meetings attended by each Council Member during the financial year.
2. SETS the time and date of the General Meeting of Electors at 5:30pm, 18 March 2024 in the Lesser Hall, and that the purpose of the meeting be - "to discuss the contents of the 2023/24 Annual Report (incorporating the 2023/24 Annual Financial Statements and Auditor's Report) and any other general business".

NOTES that local public notice will be issued on 26 February 2025, to ensure the minimum 14 days notice of the General Meeting of Electors is provided

Carried 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

Rationale

As detailed below we have 4 committees, however 7 working groups. It will provide rate payers with more accurate information. Historically many of our working groups were committees, which may explain why historically only committees were included.

Working Groups

Active Transport Working Group

Coastal Hazard Risk Management and Adaption Plan (CHRMAP) Steering Group

Design Review Panel

Public Open Space Working Group

Reconciliation Action Working Group

Residential and Recreational Verge Uses Task Force

Universal Access and Inclusion Reference Group

Committees

Audit Committee

Foreshore Precinct Advisory Committee

North Cottesloe Primary School Traffic Safety Advisory Committee

Sea View Golf Club Redevelopment Advisory Committee

DEVELOPMENT AND REGULATORY SERVICES**10.1.4 EVENT APPLICATION ELECTRIC ISLAND 2026**

Directorate: Development and Regulatory Services
Author(s): Paul Neilson, Acting Director Development and Regulatory Services
Authoriser(s): William Matthew Scott, Chief Executive Officer
File Reference: D24/44332
Applicant(s): EG Productions Pty Ltd
Author Disclosure of Interest: Nil

SUMMARY

For Council to consider approving the use of Cottesloe Beach for a three days for the 2026 Electric Island event. The event will be held on Friday 17 April 2026 from 4pm until 10pm, Saturday 18 April 2026 3pm to 10 pm and Sunday 19 April 2026 from 2pm until 9pm.

OFFICER RECOMMENDATION IN BRIEF

It is recommended that Council APPROVE the use of Cottesloe Beach for the Electric Island, subject to the event complying with relevant statutory requirements including the requirement to submit comprehensive event, risk, noise, security, traffic and parking plans.

BACKGROUND

An application has been received from EG Productions for a three day for the Electric Island event at Cottesloe Beach on Friday 17 April 2026 from 4pm until 10pm, Saturday 18 April 2026 3pm to 10 pm and Sunday 19 April 2026 from 2pm until 9pm. In previous years the event has been only held for two days.

The event will consist of one stage which will feature a number of high calibre, international acts that will be announced closer to the time. Ticket sales from the 2024 event revealed that the average age of participants was 40 yrs. The proposed timeframe will allow patrons to visit local businesses both before and after the event bringing economic stimulus to the area. Other infrastructure includes a bar providing both alcoholic and non-alcoholic drinks, and food vans providing a variety of food to patrons.

OFFICER COMMENT

In addition to the above, the applicant will be required to provide comprehensive event, risk, noise, medical, security, traffic, and parking plans.

The applicant shall also, in conjunction with the Cottesloe Surf Lifesaving Club, ensure that suitable measures are implemented to enable club members access to its facilities for the week leading up to the event and the event days.

Fireworks by the event organiser are proposed at the conclusion of each night.

BUMP IN/BUMP OUT

The bump-in will be a staged approach to ensure the public have access to the grassed area and beach for as long as safely possible. Bump in will commence on Tuesday 14 April 2026 and bump out Sunday 19 April 2026. The proposed capacity for the event is 8,000 patrons each day.

RISK MANAGEMENT

A draft risk management plan (RMP) will be submitted to comply with the requirements of ISO 31,000.

TRAFFIC MANAGEMENT PLAN

A traffic management plan is required to be submitted from an approved traffic management company.

SECURITY

Event organisers have engaged a reputable security company for the event. Security will be on site prior to, during and post event. They will also conduct regular patrols of the surrounding areas and identify problem areas. Police will also be deployed to the event (at least 10 officers) known as 'user pay' as per the requirements of the *Police Amendment Act 2011*. Consultation has been undertaken with Surf Lifesaving WA as to whether the hirer requires lifeguard services.

FIRST AID

First aid will be on site for the duration of the event and will be located in a marquee clearly visible to patrons. Clear access will be maintained at all times for emergency vehicles.

NOISE

The applicant as submitted submit an application for a regulation 18 noise approval, as per the requirements of the *Environmental Protection (Noise) Regulations 1997*. The approval will include conditions relating to:-

- Noise level limits;
- Strict start and finish times;
- The requirement for affected residents and businesses to be notified of the event at least seven days prior to the event;
- A dedicated complaints line for the event (to be answered in person at all times); and
- Noise level limits to be monitored by an independent acoustic consultant.

STAKEHOLDER CONSULTATION

The event organisers will be required to liaise with -

- The Cottesloe Surf Lifesaving Club

- Indigo Oscar restaurant
- Approval from Fiveight's to use the grassed area (if used)
- Surrounding businesses

COMPLIANCE

The applicant is required to obtain approval from WA Police and Racing, Gaming and Liquor. An event approval will be issued with relevant conditions imposed as per the requirements of:-

- *Public Health Act 2016*
- *The Health (Public Buildings) Regulations 1992;*
- *Food Act 2008; and*
- *Environmental Protection (Noise) Regulations 1997.*

Further, Environmental Health Officers will be on site for the duration of the event to ensure compliance with set conditions.

Public liability insurance with a cover of \$20 million dollars to be provided.

A question raised at Council's Agenda Forum held on the 18 February 2025 was the capacity for Council to make a decision upon, or, to impose additional conditions on the 2026 Electric Island Event post the holding of the 2025 Electric Island Event (to be held on the 5 & 6 April). This would provide the Town with the opportunity to review the operation of the 2025 event and apply conditions to address any adverse outcomes experienced.

Town staff have been in liaison with the event organisers about the option of Council deferring a decision on the 2026 Electric Island Event until either the April or May Ordinary Council Meetings 2025. The organisers advise that their preference is to gain approval for the event at Council's Ordinary Meeting held in March 2025 principally:-

1. To secure Tier 1 international artists to perform and need more than a year of lead time which is impossible if the dates and the venue are not secured.
2. That the organisers can immediately announce the dates for the 2026 Event following the 2025 Event and put some early bird discounted tickets on sale for our supporters and the people in the local area. This would be a small quantity of tickets, like 1,500 per day only.

In light of the advice from the event organisers, and, in the interests of a high quality event in 2026, it is recommended that the decision not be deferred but that Council include an additional recommendation which allows for the potential for the inclusion of additional conditions to apply as determined by the Chief Executive Officer, subject to the benefit of a review of the operations of the 2025 Event. This will provide certainty for the 2026 Electric Island Event but enable additional conditions to be applied if required.

ATTACHMENTS

10.1.4(a) Electric Island 2026 Site map [under separate cover]

CONSULTATION

Surrounding businesses

The Surf Club

Elected Members

STATUTORY IMPLICATIONS

Local Government Act 1995

Public Health Act 2016

The Health (Public Buildings) Regulations 1992

Food Act 2008

Environmental Protection (Noise) Regulations 1997

Police Amendment Act 2011

POLICY IMPLICATIONS

There are no perceived policy implications arising from the officer's recommendation.

STRATEGIC IMPLICATIONS

This report is consistent with the Town's *Council Plan 2023 – 2033*.

Priority Area 1: Our Community - Connected, engaged and accessible.

Major Strategy 1.1: Supporting an active, healthy and inclusive community culture, our residents enjoy access to a range of social, cultural and recreation activities.

RESOURCE IMPLICATIONS

Resource requirements are in accordance with the existing budgetary allocation.

Environmental Health Officers will be on site for the duration of the event to monitor compliance with event conditions, including noise level limits and potential noise complaints.

The total revenue through associated event fees is as per the 2025/26 fees and charges and is approximately \$75000 including day hire and Regulation 18 approval. Bump in and out dates are unchanged from the Town previous approval. Additional staff costs for overtime are estimated at \$2000.

ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the officer's recommendation.

The applicant is aware that single use plastics and balloons are prohibited.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

Moved Cr Mason

Seconded Cr Heath

THAT Council APPROVES the use of Cottesloe Beach for the Electric Island event, including fireworks, to be held on Friday 17 April 2026 from 4pm until 10pm, Saturday 18 April 2026 3pm to 10 pm and Sunday 19 April 2026 from 2pm until 9pm SUBJECT to:

1. Compliance with relevant statutory requirements being met including the provision of comprehensive event, risk, noise, medical, security, traffic and parking plans; and
2. Access to the beach including disabled access, to be maintained at all times. Extension of the event fencing into the water is not permitted.
3. The potential inclusion of additional conditions to apply to the event as determined by the Chief Executive Officer subject to a review of the operations of the 2025 Electric Island Event

OCM009/2025

Moved Cr Sadler

Seconded Cr Heath

COUNCILLOR AMENDMENT

Add to opening paragraph after fireworks;

- a) or similar laser/light display and drones, (at the applicants option)

Carried 6/1

For: Mayor Young, Crs Sadler, Harkins, Thomas, Irvine and Heath

Against: Crs Mason

OCM010/2025**SUBSTANTIVE MOTION**

Moved Cr Mason

Seconded Cr Heath

THAT Council APPROVES the use of Cottesloe Beach for the Electric Island event, including fireworks, or similar laser/light display or drones, (at the applicants option) to be held on Friday 17 April 2026 from 4pm until 10pm, Saturday 18 April 2026 3pm to 10 pm and Sunday 19 April 2026 from 2pm until 9pm SUBJECT to:

1. Compliance with relevant statutory requirements being met including the provision of comprehensive event, risk, noise, medical, security, traffic and parking plans; and
 2. Access to the beach including disabled access, to be maintained at all times. Extension of the event fencing into the water is not permitted.
 3. The potential inclusion of additional conditions to apply to the event as determined by the Chief Executive Officer subject to a review of the operations of the 2025
-

Electric Island Event.

Carried 7/0
For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath
Against: Nil

EXECUTIVE SERVICES**10.1.5 SEAVIEW GOLF CLUB REDEVELOPMENT ADVISORY COMMITTEE**

Directorate:	Executive Services
Author(s):	Shaun Kan, Director Engineering Services
Authoriser(s):	William Matthew Scott, Chief Executive Officer
File Reference:	D25/6078
Applicant(s):	Internal
Author Disclosure of Interest:	Nil

SUMMARY

For Council to consider nominations received from the Seaview Golf Club (SVGC) to appoint a new Committee member and a deputy onto the Committee.

OFFICER RECOMMENDATION IN BRIEF

That Council APPROVES the new SVGC Committee Member, the deputy and the attached revised Committee Terms of Reference (ToR).

BACKGROUND

In April 2024 Council adopted the SVGC Facilities Strategy, the Committee ToR and appointed the various members (2 SVGC members and 4 elected members) below:

- Mayor Lorraine Young;
- Cr Brad Wylynko;
- Cr Sonja Heath;
- Cr Katy Mason;
- SVGC Member 1 – Mr Tim Wilhelm; and
- SVGC Member 2 – Mr Steve Joske

Since then, the community aspiration survey and the site assessments have been completed. Three project concepts are currently being developed.

On 3 February 2025, the Town was informed by the SVGC of Mr Steve Joske resignation (see attached email correspondence)

OFFICER COMMENT

Section 5.11 (2) (b) of the Local Government Act 1995 states that an individual's membership to the committee ceases when they resign. Given the vacancy and the membership composition within the approved ToR, the SVGC has nominated the following individuals to replace Mr Joske (see attached correspondence):

- Mr David Rogers (Committee Member)
 - Mr James Green (Deputy Committee Member)
-

The following options are open to Council:

- Option 1: Amend the ToR to include a Deputy Member within the approved membership composition to appoint both Mr Rogers and Mr Green into their respective nominated roles; and
- Option 2: Does not amend the Committee ToR and only appoints only Mr David Rogers as a Committee Member.

The preferred option is Option 1, as it provides the greatest opportunity for SVGC to participate and contribute to the Committee.

Attached is a proposed Committee ToR that allows for the SVGC to have a deputy member. This needs to be adopted by Council in order to progress option 1. The revisions within this attachment have been highlighted in blue.

ATTACHMENTS

- 10.1.5(a) Email - SVGC Advisory Committee - Nomination of Committee Member - February 2025 [under separate cover]**
- 10.1.5(b) Sea View Golf Club Redevelopment Advisory Committee Terms of Reference - Revised February 2025 [under separate cover]**

CONSULTATION

SVGC

STATUTORY IMPLICATIONS

Local Government Act 1995

5.10. Committee members, appointment of

5.11. Committee membership, tenure of

POLICY IMPLICATIONS

There are no perceived policy implications arising from the officer's recommendation.

STRATEGIC IMPLICATIONS

This report is consistent with the Town's *Council Plan 2023 – 2033*.

Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance.

Major Strategy 4.3: Deliver open, accountable and transparent governance.

RESOURCE IMPLICATIONS

Resource requirements are in accordance with the existing budgetary allocation.

Administration will be in attendance at each meeting. This is within current staffing allocations.

ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the officer's recommendation.

VOTING REQUIREMENT

Absolute Majority

OCM011/2025

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Harkins

Seconded Cr Sadler

THAT Council by absolute majority

- 1. NOTES the resignation of Mr Steve Joske from the Seaview Golf Club Redevelopment Advisory Committee and thanks him for his contribution;**
- 2. APPROVES the amendment of the Seaview Golf Club Redevelopment Advisory Committee Terms of Reference to include a Deputy Member within the Membership Composition (As Attached); and**
- 3. APPOINTS Seaview Golf Club's nominees Mr David Rogers as a Committee Member and Mr James Green as the Deputy Member of the Seaview Golf Club Redevelopment Advisory Committee**

Carried by Absolute Majority 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

10.1.6 APPOINTMENT OF THE PRESIDING MEMBER - CEO RECRUITMENT ADVISORY COMMITTEE

Directorate: Executive Services
Author(s): William Matthew Scott, Chief Executive Officer
Authoriser(s): William Matthew Scott, Chief Executive Officer
File Reference: D25/7786
Applicant(s):
Author Disclosure of Interest: Nil

SUMMARY

For Council to appoint a Presiding Member to the Chief Executive Officer (CEO) Recruitment Advisory Committee (the Committee).

OFFICER RECOMMENDATION IN BRIEF

That Council appoints the Mayor as the Presiding Member of the CEO Recruitment Advisory Committee.

BACKGROUND

At the 26 November 2025 Ordinary Council Meeting (OCM) the Council established the Chief Executive Officer Recruitment Advisory Committee and appointed the following Elected Members (Resolution OCM 211/2024):

- Mayor Young
- Cr Harkins
- Cr Heath; and
- Cr Irvine

At the 17 December OCM, Mr Steven Cole was appointed as the independent person to the Committee.

Previously Local Government Committees were able to elect their own Presiding Member, however, Section 5.12 Presiding Members and Deputies, *Local Government Act 1995*, has now been amended, requiring the Local Government (Council) to appoint the Presiding Member of any Committee (by Absolute Majority). As the Committee had not met or elected a Presiding Member prior to the change to the legislation, the position of Presiding Member (and Deputy) is currently vacant until Council makes an appointment.

It should be noted that the Committee did meet on the 21 February 2025, and a Presiding Member was chosen at the meeting, via Section 5.14 who acts if no Presiding Member, *Local Government Act 1995*. This election was for that meeting only, and should Council not make a permanent appointment of the Presiding Member, under Section 5.12, a similar decision will need to occur each time the Committee meets.

OFFICER COMMENT

The purpose for the change in Section 5.12 was to remove the need for a secret ballot, should more than one Committee Member be nominated for the position of Presiding Member (or Deputy).

Given the nature and size of the Committee, it is unlikely there will be a need for a Deputy Presiding Member, and therefore Council is only being requested to appoint a Presiding Member.

ATTACHMENTS

Nil

CONSULTATION

WALGA

STATUTORY IMPLICATIONS

Local Government Act 1995

5.12 Presiding members and deputies

5.14 5.14 Who acts if no Presiding Member

POLICY IMPLICATIONS

There are no perceived policy implications arising from the officer's recommendation.

STRATEGIC IMPLICATIONS

This report is consistent with the Town's *Council Plan 2023 – 2033*.

Priority Area 4: Our Leadership and Governance - Strategic leadership providing open and accountable governance.

Major Strategy 4.3: Deliver open, accountable and transparent governance.

RESOURCE IMPLICATIONS

Resource requirements are in accordance with the existing budgetary allocation.

ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the officer's recommendation.

VOTING REQUIREMENT

Absolute Majority

OCM012/2025

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Harkins

Seconded Cr Irvine

THAT Council by absolute majority appoint Mayor Young as the Presiding Member of the Chief Executive Officer Recruitment Advisory Committee.

Carried by Absolute Majority 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

Chief Executive Officer left the meeting at 6:40 pm

A/Director Development and Regulatory Services left the meeting at 6:40 pm

Director Engineering Services left the meeting at 6:40 pm

Director Corporate and Community Services left the meeting at 6:40 pm

Executive Services Officer left the meeting at 6:40 pm

10.2 RECEIPT OF MINUTES AND RECOMMENDATIONS FROM COMMITTEES

10.2.2 RECEIPT OF CEO RECRUITMENT COMMITTEE MEETING MINUTES

**Attachments: 10.2.2(a) Unconfirmed Minutes - CEO Recruitment Committee Meeting
[under separate cover]**

OCM013/2025

Moved Cr Irvine

Seconded Cr Heath

THAT Council RECEIVES the attached Unconfirmed Minutes of the Meeting held on CEO Recruitment Committee Meeting.

Carried 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

Chief Executive Officer returned to the meeting at 6:42 pm

A/Director Development and Regulatory Services returned to the meeting at 6:42 pm

Director Engineering Services returned to the meeting at 6:42 pm

Director Corporate and Community Services returned to the meeting at 6:42 pm

Executive Services Officer returned to the meeting at 6:42 pm

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY:**12.1 ELECTED MEMBERS****12.2 OFFICERS****13 MEETING CLOSED TO PUBLIC****13.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED****OCM014/2025****MOTION FOR BEHIND CLOSED DOORS**

Moved Cr Thomas

Seconded Cr Irvine

That, in accordance with Section 5.23(2) (c) and (a), Council discuss the confidential reports behind closed doors.

Carried 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

The public and members of the media were requested to leave the meeting at 6:44 pm

The Presiding Member requested the recording equipment to be deactivated when going behind closed doors.

**13.1.1 WALGA ENERGY SUSTAINABILITY AND RENEWABLE PROJECT - STAGE 2
ELECTRICITY SALES AGREEMENT**

This item is considered confidential in accordance with the *Local Government Act 1995* section 5.23(2) (c) as it contains information relating to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

OCM015/2025**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION**

Moved Cr Sadler

Seconded Cr Irvine

THAT Council:

1. **AUTHORISES** the Chief Executive Officer to award the Supply of Renewable Energy Contract to TENDERER A mentioned in the Officer Recommendation in Brief Section and sign the contract;
2. **AUTHORISES** the Chief Executive Officer or their delegate to manage the contract, including provision of possible variations (provided the variation is necessary in order for the goods or services to be supplied, does not change the general scope of the contract and is managed within the allotted budget allocation);
3. **AUTHORISE** the Mayor, Elected Members and the Town's Administration to disclose the
 - a. identity of the successful Tenderer;
 - b. the total cost savings over the 3 years of the agreement; and
4. **INSTRUCTS** the Chief Executive Officer to liaise with the Western Australia Local Government Association and other relevant parties to explore the opportunity of utilising renewable energy to power street lighting.

Carried 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

Chief Executive Officer left the meeting at 6:55 pm

A/Director Development and Regulatory Services left the meeting at 6:55 pm

Director Engineering Services left the meeting at 6:55 pm

Director Corporate and Community Services left the meeting at 6:55 pm

Executive Services Officer left the meeting at 6:55 pm

13.1.2 CEO RECRUITMENT

This item is considered confidential in accordance with the *Local Government Act 1995* section 5.23(2) (a) as it contains information relating to a matter affecting an employee or employees.

Governance and Executive Office Coordinator left the meeting at 7:02pm

Governance and Executive Office Coordinator returned to the meeting at 7:19pm

OCM016/2025

COMMITTEE RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Irvine

Seconded Cr Heath

THAT Council:

1. NOTES the information as provided by the CEO Recruitment Consultant (Beilby Downing Teal) in the circulated selection report, dated 21 February 2025;
2. ACCEPT by absolute majority Candidate F as the preferred Candidate, given that they are suitable to be employed in the position of Chief Executive Officer (CEO) of the Town of Cottesloe, as recommended in the circulated selection report;
3. THANKS all applicants who expressed an interest in the position of CEO at the Town of Cottesloe

Carried by Absolute Majority 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

OCM017/2025

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

Moved Cr Mason

Seconded Cr Harkins

THAT Council by absolute majority AUTHORISE the Mayor, with the assistance of WALGA and the Town's Lawyers, to develop a contract of employment that does not exceed the maximum total reward package for SAT band 3, to be presented to Council for further consideration;

Carried by Absolute Majority 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

OCM018/2025

MOTION FOR RETURN FROM BEHIND CLOSED DOORS

Moved Mayor Young

Seconded Cr Mason

In accordance with Section 5.23 that the meeting be re-opened to members of the public and media, and motions passed behind closed doors be read out if there are any public present.

Carried 7/0

For: Mayor Young, Crs Sadler, Harkins, Thomas, Mason, Irvine and Heath

Against: Nil

The meeting was re-opened to the public at 7:27 pm, however no members of the public or media were in attendance.

Chief Executive Officer returned to the meeting at 7:27 pm

A/Director Development and Regulatory Services returned to the meeting at 7:27 pm

Director Engineering Services returned to the meeting at 7:27 pm

Director Corporate and Community Services returned to the meeting at 7:27 pm

Executive Services Officer returned to the meeting at 7:27 pm

The Presiding Member requested the recording equipment to be reactivated after coming out of closed doors.

13.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

13.1.1 WALGA ENERGY SUSTAINABILITY AND RENEWABLE PROJECT - STAGE 2 ELECTRICITY SALES AGREEMENT

As no members of the public returned to the meeting the resolution for item 13.1.1 was not read out.

13.1.2 CEO RECRUITMENT

As no members of the public returned to the meeting the resolution for item 13.1.2 was not read out.

14 MEETING CLOSURE

The Presiding Member announced the closure of the meeting at 7:29 pm.