

TOWN OF COTTESLOE



STRATEGIC PLANNING COMMITTEE

MINUTES

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
7.00 PM, WEDNESDAY, 21 MAY 2008**

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DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

Cr Miller tendered his resignation as Presiding Member of the Committee.

Cr Utting nominated Mayor Morgan and in the absence of any other nominations, Mayor Morgan was declared elected unopposed.

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

Mayor Kevin Morgan	Presiding Member
Cr Greg Boland	(until 7.40pm)
Cr Patricia Carmichael	
Cr Bryan Miller	
Cr John Utting	

Mr Stephen Tindale	Chief Executive Officer
Mr Graham Pattrick	Manager Corporate Services/Deputy CEO
Mr Andrew Jackson	Manager Planning & Development Services
Mr Geoff Trigg	Manager Engineering Services
Ms Jade Hankin	Sustainability Officer (until 7.40 pm)

Apologies

Cr Jack Walsh

Leave of Absence (previously approved)

Nil

RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

PUBLIC QUESTION TIME

Nil

APPLICATIONS FOR LEAVE OF ABSENCE

Nil

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved Cr Miller, seconded Cr Boland

The Minutes of the Ordinary Meeting of the Strategic Planning Committee held on Wednesday, 12 March 2008 be confirmed.

Carried 5/0

ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

PUBLIC STATEMENT TIME

Nil

PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

REPORTS OF COMMITTEES AND OFFICERS

Agenda item 1.2 was dealt with first then agenda item 1.1

1 GENERAL**1.1 DRAFT ACTION PLAN REPORT**

File No: SUB/108
Attachment(s): [Report Update](#)
Author: Mr Stephen Tindale
Author Disclosure of Interest: Nil
Report Date: 6 March, 2008
Senior Officer: Mr Stephen Tindale

SUMMARY

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

BACKGROUND

The following strategies were identified by Council as priorities for 2007/08 at its July 2007 meeting.

- 1.2 Reduce beachfront hotel numbers to a sustainable level.
- 1.5 Identify increased opportunities to use existing facilities or provide new venues for formal community cultural events and activities.
- 2.1 Produce a draft Structure Plan for consultation purposes showing the sinking of the railway and realignment of Curtin Avenue together with 'what's possible' in terms of sustainable redevelopment and pedestrian and traffic links.
- 3.1 Develop the 'Foreshore Vision and Master Plan' in consultation with the community.
- 3.4 Introduce electronically timed parking.
- 4.1 Develop planning incentives for heritage properties.
- 5.1 Adopt a policy position on assets that have a realisable value such as the Depot and Sumps.
- 5.2 Subject to the satisfactory resolution of land tenure, design and funding requirements, progress the development of new joint library facilities.
- 5.5 Develop a long term asset management plan and accompanying financial plan.
- 6.1 Further improve the community consultation policy in recognition that there are different techniques for different objectives.

The *Action Plan* breaks each of these strategies down into individual actions which will ensure that the strategies are realised in a timely manner and that through meetings of the Strategic Planning Committee, Council is kept informed of overall progress in reaching the strategic objectives.

CONSULTATION

Nil

STAFF COMMENT

This agenda item represents an opportunity for committee members to review progress and provide informal feedback on where staff should be headed in terms of implementing individual actions.

COMMITTEE COMMENT

Committee members discussed the inclusion of an additional strategy in the 2007/08 Action Plan i.e. Strategy 4.5 which reads 'Consider undeveloped Government owned land for higher density development provided there is both public support and benefit for the Cottesloe community'.

It was felt that this strategy should be included because of its direct relationship to the planned Enquiry by Design process to be undertaken during the advertising period of Local Planning Scheme 3.

The Committee also requested that changes to the Action Plan from the last version of the Action Plan be highlighted in blue font (see Attachment 1) and that in future an explanation be provided for any slippages in timelines.

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING

Simple Majority

COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Miller

- (1) **That Council adopt the updated *Action Plan*.**
- (2) **That the next meeting of the Committee determine potential new Key Result Areas for the CEO for recommendation through to Council.**

Carried 4/0

1.2 REPORT ON SUSTAINABILITY INITIATIVES

File No: SUB/108
Attachment(s): [Current Sustainability Initiatives](#)
[Potential Sustainability Initiatives](#)
Author: Jade Hankin
Author Disclosure of Interest: Nil
Report Date: 15 May, 2008
Senior Officer: Mr Stephen Tindale

SUMMARY

The purpose of this report is to outline sustainable development initiatives in local government and their potential application at the Town of Cottesloe.

It is recommended that Council notes the content of this report and determines which new initiatives if any, it will consider adopting as part of the sustainability agenda in the coming financial year.

BACKGROUND

At the March 2008 meeting of Council it was decided that the Sustainable Development Officer should prepare a report for the Strategic Planning Committee's consideration on sustainable development initiatives in local government and their potential application at the Town of Cottesloe.

The following report and attachments have been provided to address this resolution.

[Attachment 1](#) lists the Town of Cottesloe's current sustainability initiatives.

[Attachment 2](#) lists potential future initiatives with recommendations that could be implemented in the Town of Cottesloe, many of which are undertaken in other councils.

CONSULTATION

Nil

STAFF COMMENT

Similar to many other metropolitan local governments, the Town of Cottesloe currently undertakes a number of sustainability initiatives through its Sustainability Officer, Jade Hankin. These projects cover both local government and community initiatives and involve a wide range of stakeholders. (See Attachment 1).

This agenda item represents an opportunity for committee members to review current arrangements and provide feedback in terms of implementing additional sustainability initiatives.

I believe that the sustainability agenda is not currently woven into the Town of Cottesloe fabric as well as it could be. Many initiatives are undertaken within the community to enhance awareness of environmental issues and to create practical

changes in lifestyles but the foundations for sustainability are not well established in the systems, strategies, operations and actions of the Council.

The Cottesloe Future Plan addresses sustainability under Section 4: Underpinning Sustainability Principles.

It says that "Council will use its policy making role to set out criteria that will assist the council to make decisions in the interests of the community and its future. Major strategies will go through a sustainability and capacity assessment process before the council makes a final commitment to move forward". (Future Plan, 2007)

To enhance this, these 'criteria' could be embedded within a management system or framework which would create a mechanism to track, allocate, project and enhance sustainability values and actions within Council and the community.

Priority Actions

I believe the priorities for action would be following:

- Continue current sustainability initiatives which have been implemented under the 2007/2008 sustainable development portfolio (see Attachment 1).

Additionally:

Council

- Implement a Sustainability Management System (SMS) in consultation with the Town of Cambridge (see Attachment 2). This would be an ongoing project that may take up to two years to develop and implement. This would provide an enduring framework for Council planning and decision making and would address areas where additional information and action needs to be taken regarding sustainability. For example it will highlight areas where information or guidance may be lacking such as particular strategies or policies, funding allocations and staff responsibilities.

Community

- Plan and implement a Cottesloe Living Smart course, as either a stand alone course or as part of a Sustainability Fair or Open Day (either Aug/Sept 2008 or Oct/Nov if undertaken as part of a fair). This would be held in Cottesloe but would be offered to residents of other local communities (see Attachment 2).
- Consider hosting a Sustainability Fair in Cottesloe in October/November 2008. This would be an effective community awareness raising, education and connectivity tool (see attachment 2).
- Continue with energy and water reduction campaigns within the community targeting both residents and businesses. This may vary from information sessions and workshops to home and business audits to rebates on products developed through partnerships with various companies. It is important to

provide information and incentives to the community to change their behaviour and actions in regards to climate change. (See attachment 2).

Resourcing

It is not feasible to implement all priorities with the current sustainability resources available within the Town of Cottesloe.

Consider removing responsibilities from the Sustainable Development Officer which are not directly related to sustainability. That is:

- Cottesloe/Peppermint Grove/Mosman Park Literature Prize
- Sculpture by the Sea exhibition
- Physical Activity Projects – e.g. Physical Activity Needs Survey coordination

Consider employing a Community Development Officer to focus solely on Community Development initiatives.

Alternatively consider employing another Sustainability Officer, with one position focussing on council operations, and another on community initiatives.

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Issues relating to the Future Plan have been addressed under Staff Comment.

FINANCIAL IMPLICATIONS

A determination needs to be made regarding the allocation of additional resources to manage additional initiatives. A review should be conducted yearly to determine if additional or different initiatives should be implemented and the associated costs involved in doing so.

To adopt some of these initiatives may involve a financial outlay. This would likely include additional funding allocated in the Sustainable Development budget and/or an additional staff member in either a sustainability or community development role.

VOTING

Simple Majority

OFFICER RECOMMENDATION

That Council notes the content of this report, and determines which initiatives it will consider adopting as part of the sustainability portfolio in the coming financial year, along with options for additional resourcing.

COMMITTEE RECOMMENDATION

Moved Mayor Morgan, seconded Cr Miller

That Council:-

- (1) **Remove the following community development responsibilities from the Sustainability Officer**

- **Cottesloe/Peppermint Grove/Mosman Park Literature Prize**
- **Sculpture by the Sea exhibition**
- **Physical Activity Projects - e.g. Physical Activity Needs Survey coordination**

and employ a Community Development Officer to take over those responsibilities and other community development initiatives identified by the CEO.

- (2) **Establish a working party comprised of three elected members (to be identified at the May Council meeting) and the Sustainability Officer to recommend new sustainability initiatives for the forthcoming year to the next meeting of the Strategic Planning Committee.**

Carried 5/0

Cr Boland and Ms Jade Hankin left the meeting at 7.40pm and did not return.

ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

2 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY ELECTED MEMBERS/OFFICERS BY DECISION OF MEETING**2.1 ANNUAL ELECTORS MEETING**

File No: SUB/723
Report Date: 21 May, 2008
Senior Officer: Mr Stephen Tindale

SUMMARY

The Committee discussed the disappointment of some electors in receiving the printed version of the Annual Report after the holding of the Annual Electors Meeting.

As a result of the late delivery of the printed Annual Report to households, some electors felt they were missing out on the formal opportunity to discuss the contents of the Annual Report with Council at the Annual Electors Meeting.

COMMITTEE RECOMMENDATION

Moved Cr Carmichael, seconded Cr Utting

That a report be prepared for the next meeting of the Strategic Planning Committee on the scope for holding the Annual Electors meeting after the distribution of the printed Annual Report.

Carried 4/0

MEETING CLOSURE

The Presiding Member announced the closure of the meeting at 9.30 pm.

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