

# **TOWN OF COTTESLOE**



## **STRATEGIC PLANNING COMMITTEE**

# **MINUTES**

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE  
109 BROOME STREET, COTTESLOE  
7.00 PM, WEDNESDAY, 18 NOVEMBER 2009**



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**1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Officer announced the meeting opened at 7:00pm.

**2 APPOINTMENT OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER**

Section 5.12 of the Local Government Act (1995) provides that the members of a committee are to elect from amongst themselves a Presiding Member and Deputy Presiding member.

The election is to be conducted by the CEO and nominations for the office are to be given to the CEO in writing.

If a Councillor is nominated by another elected member, the CEO cannot accept the nomination unless the nominee has advised the CEO orally or in writing that he or she is willing to be nominated for the office.

If there is more than one nomination, elected members are to vote on the matter by secret ballot as if they were electors voting at a **first past post** voting election. The votes cast are to be counted and the successful candidate determined, as if those votes were votes cast at an election – provided there is not an equality of votes. If there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and not more than 7 days later, a special meeting of the Council is to be held. Any nomination for the office may be withdrawn, and further nominations may be made, before or when the special meeting is held.

Once nominations have been received and, if required a ballot is taken, the Presiding Member is then declared and the presiding member assumes responsibility for the meeting, including the nomination and election of the Deputy Presiding Member using the same approach as described above.

*The CEO called for nomination for Presiding Member of the Strategic Planning Committee. The Mayor nominated himself. There being only one nomination the Mayor was duly elected to the position of Presiding Member for the Strategic Planning Committee.*

**COMMITTEE RECOMMENDATION**

Moved Mayor Morgan, seconded Cr Walsh

**That Committee appoint Mayor Morgan as the Presiding Member of the Strategic Planning Committee.**

Carried 4/0

*The Mayor called for nominations for the position of Deputy Presiding Member. Councillor Birnbrauer nominated himself. There being only one nomination Cr Birnbrauer was duly elected to the position of Deputy Presiding member of the Strategic Planning Committee.*

**COMMITTEE RECOMMENDATION**

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Moved Cr Birnbrauer, seconded Cr Walsh

**That Committee appoint Cr Jay Birnbrauer as the Deputy Presiding Member of the Strategic Planning Committee.**

Carried 4/0



*Page 1 – members present – change Cr Utting to Cr Woodhill*

*Page 6 – amendment to objective 6.1 – grammatical error.*

*Action Plan Attachment – Objective 5.2 and 6.1 – changed to reflect Council's prior resolution. (Note: This was also included as a part of the background to the officer's report 11.1.1)*

Moved Cr Boland, seconded Cr Walsh

[Minutes September 23 2009 Strategic Planning Committee.doc](#)

**The Minutes of the Ordinary meeting of the Strategic Planning Committee, held on 23 September 2009, as amended, be confirmed.**

Carried 4/0

**9 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**10 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil



**11 REPORTS OF COMMITTEES AND OFFICERS****11.1 GENERAL****11.1.1 TOWN OF COTTESLOE - ACTION PLAN REVIEW**

**File No:** SUB/108  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Carl Askew  
Chief Executive Officer

**Proposed Meeting Date:** 18-Nov-2009

**Author Disclosure of Interest** Nil

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**SUMMARY**

This report recommends that Committee receive the updated *Action Plan* report and provide feedback to the CEO and senior staff present at the meeting on agreed modifications to the *Action Plan*.

**BACKGROUND**

The *Future Plan 2006 to 2010* for the Town of Cottesloe was finalised and adopted by Council in June 2007. At that time two review dates for the Future Plan were set, so that the document would return to Council. The first of those review dates was set at November 2008 and the second was in November 2010. Following the adoption of the *Future Plan*, an *Action Plan* was developed and an updated review of that plan is tabled for consideration at each meeting of the Strategic Planning Committee.

The November 2008 review did not take place due to a turnover of staff. At the May 2009 meeting of Council a report was tabled by the Chief Executive Officer and Council resolved to;

1. *"Note the officer comments in relation to the Future Plan primary objectives as per attachment 1 and endorse;*
  - a. *the amendment of Objective 5 Maintain infrastructure and Council buildings in a sustainable way with the inclusion of an additional strategy;*

*5.8 – support water resource and conservation studies/initiatives*
  - b. *the inclusion of a new objective related to Organisational Development*

*Objective 7 – Organisational Development*

*The effective management of Council's resources and work processes*

*7.1 Deliver high quality professional governance and administration.*

- 7.2 *Ensure our workplace enables staff to be innovative and confident.*
  - 7.3 *Implement technologies to enhance decision making, communication and service delivery.*
  - 7.4 *Enhance our ability to embrace and manage change.*
- 2. *Receive the updated Action Plan report as per attachment 2.*
  - 3. *Determine to review its Future Plan again after the Local Government election in October 2009 and after the outcomes of the Minister for Local Government's Reform Strategies are announced."*

*In September 2009, Committee determined to make changes to objectives 5.2 and 6.1 by updating the intent and focus of each. These changes were subsequently approved by Council.*

### **STRATEGIC IMPLICATIONS**

The Action Plan has obvious strategic implications

### **POLICY IMPLICATIONS**

None Known

### **STATUTORY ENVIRONMENT**

Division 5 — Annual reports and planning principal activities

#### *5.56. Planning principal activities*

- (1) *Each financial year, a local government is to prepare a plan for the next 4 or more financial years.*
- (2) *The plan is to contain details of—*
  - (a) *the principal activities that are proposed to be commenced or to be continued in each financial year affected by the plan;*
  - (b) *the objectives of each principal activity;*
  - (c) *the estimated cost of, and proposed means of funding, each principal activity;*
  - (d) *how the local government proposes to assess its performance in relation to each principal activity;*
  - (e) *the estimated income and expenditure for each financial year affected by the plan; and*
  - (f) *such other matters as may be prescribed.*

*Regulation 19C of the Local Government (Administration) Regulations 1996 refers, i.e.*

#### **19C. Planning for the Future – section 5.56 of the LGA**

- (1) *In this regulation –“plan for the future” means a plan made under section 5.56.*

- (2) *A local government is to make a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).*
- (3) *A plan for the future of a district is to set out the broad objectives of the local government for the period specified in the plan.*
- (4) *a local government is to review its current plan for the future of its district every 2 years and may modify the plan, including extending the period the plan is made in respect of.*
- (5) *A council is to consider a plan, or modifications, submitted to it and is to determine\* whether or not to adopt the plan, or the modifications, as is relevant.*

*\*Absolute majority required.*

### **FINANCIAL IMPLICATIONS**

Adoption of the Future Plan and associated Action Plans will inevitably require expenditure as per Council's adopted budget and long term financial plan.

### **SUSTAINABILITY IMPLICATIONS**

The Town has continuously demonstrated a high level of regard for the sustainable management of Council's resources and the Future Plan not only supports sound financial management but also meets the legislative requirements contained within the Local Government Act 1995 and associated Regulations

### **CONSULTATION**

The Plan was developed in consultation with the community by way of public submission periods and refined by the Town's Strategic Planning Committee prior to adoption by Council

### **STAFF COMMENT**

In relation to the Action Plan, the following strategies were identified by Council as priorities for 2008/09 at its July 2008 meeting and re-affirmed by Council as ongoing priorities in 2009/10 at its July 2009 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.
- 4.5 Consider undeveloped Government owned land for higher density development provided there is both public support and benefit for the Cottesloe community.
- 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.
- 5.3 Develop an integrated Town Centre plan to improve all aspects of the infrastructure of the Town Centre.
- 5.6 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.
- DP1 Complete the Civic Centre additions and renovations on budget and on time.
- DP2 Complete the adoption of Local Planning Scheme No. 3 including the preparation of all draft policies to a stage where they can be advertised for public comment.
- DP3 Report on the proposed tasks identified in the Climate Change Vulnerability study and their impacts, priorities and applicability to the Town of Cottesloe

The following program summary in relation to the above strategies is provided. More detail is contained in the attachment 11.1.

Rating	Ref	Comment
O	1.2	Council's strategy to monitor anti-social behaviour is ongoing.
O	1.5	Civic Centre future use currently out for public comment
O	2.1	As per Council resolution in October 2009, Draft Plan progressed through EbD. Working Group reconvening with a view to further community consultation on a preferred alignment.
O	3.1	As per Council resolution in October 2009, Foreshore Implementation Working Group reconvening to consider and oversee realisation of the Concept Plan.
C	3.4	Meter Eyes have been installed at the Foreshore and Town Centre with a second phase roll out in the Town Centre planned for the 2010/11 budget.
C/O	4.1	Proposed LPS3 and related draft policy as well as practice by staff and the Heritage Advisor have addressed the consideration and application of heritage incentives so far.
O	4.5	Council has resolved to pursue structure planning for the area which will include consideration of higher density development. At present the focus is on resolving Curtin Avenue, the railway and east-west connectivity as the key infrastructure prerequisites to overall structure planning for land uses and development.
C/O	5.1	Policy deferred. Plan is currently progressing for the Depot. Station Street sump under consideration.
C	5.2	Joint Library construction underway. Estimated completion date is October 2010.
O	5.3	A consultant has been appointed to and commenced this study having regard to the related Station Street and railway lands planning initiatives influencing the future of the Town Centre.
O	5.6	WAAMI program has been restarted and will become the basis for the Town's asset management plan and will link to the long term

		financial plan.
H	6.1	This matter has not progressed due to other priorities.
C	DP1	Civic Centre renovations have been completed.
C/O	DP2	LPS3 was submitted to WAPC in May 2009 and is pending approval by the Minister for Planning which is expected by the end of 2009.
H	DP3	Awaiting answers from Government Departments
Legend		O=Ongoing C=Complete/substantially complete H=On Hold

In May 2009 it was reported to Council that;

*“The Plan represents a significant body of work and there are a number of objectives and actions that are now either complete, substantially complete or ongoing. In reviewing the Plan Council is to consider modifying the plan including potentially extending the period the plan.*

*In reviewing its Strategic Plan and 2008/09 Action Priorities, Council also needs to consider what changes it wishes to make at this time. With the uncertainty that is currently before all local governments it would be prudent for Council to consider maintaining its Future Plan and to continue to pursue and finalise its current Action Plans. In addition, the next Council elections are scheduled for October 2009 and, depending upon Council’s final determined position with regard to structural reform, it may be appropriate for the new Council to again consider its future direction after the Minister has considered and/or determined his position with regard to local government structural reform and voluntary amalgamations.”*

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. It is recommended that Committee receive the Action Plan and provide comment to the CEO and senior staff present at the meeting on agreed modifications to the Action Plan prior to presentation to Council.

## **VOTING**

Simple Majority

## **OFFICER RECOMMENDATION**

**That Council receive the Action Plan Report (as attachment 10.1) and as amended by the Strategic Planning Committee.**

## **COMMITTEE COMMENT**

The Strategic Planning Committee discussed the attached Action Plan at length and made a number of changes that will be presented as an amended document to Council at its November 23 meeting.

## **COMMITTEE RECOMMENDATION**

Moved Mayor Morgan, seconded Cr Walsh

**That Council**

1. receive the Action Plan Report as amended by the Strategic Planning Committee.
2. Review the Action Plan Priorities in November 2010.

Carried 4/0

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

Nil

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

Nil

**14 MEETING CLOSURE**

The Presiding Member announced the closure of the meeting at 8:10pm.

*CONFIRMED: PRESIDING MEMBER* \_\_\_\_\_ *DATE: .../.../...*