

# TOWN OF COTTESLOE



## WORKS AND CORPORATE SERVICES COMMITTEE

# MINUTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE  
109 BROOME STREET, COTTESLOE  
7.00 PM, TUESDAY, 22 FEBRUARY 2011

**CARL ASKEW**  
Chief Executive Officer

25 February 2011



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**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**

Cr Greg Boland	Presiding Member
Cr Patricia Carmichael	
Cr Rob Rowell	
Cr Dan Cunningham	

**Officers Present**

Carl Askew	Chief Executive Officer (7:04pm – 9:20pm)
Geoff Trigg	Manager Engineering Services
Annaliese Davis	Events and Support Officer
Meagan Hodgson	Community Development Officer (7:04pm – 9:00pm)

**Apologies**

Mayor Kevin Morgan	Presiding Member
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**Officer Apologies**

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

Cr Ian Woodhill  
Cr Victor Strzina

**3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4 PUBLIC QUESTION TIME**

Nil

**5 PUBLIC STATEMENT TIME**

Tim Litterlefair – 83 The Strand, Bedford, 6052 – Re: item 10.2.1 – Proposed Row 28B upgrading for new access to 7 Clarendon Street, Cottesloe

Mr Litterlefair is representing the Eckersley family (Beneficiary of the Estate – 4 Nailsworth Street, Cottesloe). Mr Litterlefair referred to his letter (tabled) and wanted to propose that no approval be granted until the property (4

Nailsworth) is sold and the new owners can comment on the proposed upgrade.

Richard & Kylee Bennett – 7 Clarendon Street, Cottesloe – 6010 – Re: item 10.2.1

Proposed Row 28B upgrading for new access to 7 Clarendon Street, Cottesloe.

Mr and Mrs Bennett expressed their need for the proposed rear access to 7 Clarendon Street to be approved. They stated that neighbours on both sides of Clarendon were in approval to the proposal. They felt that it would keep cars off the main street and leave access via the rear.

Dervla McCarey – Philippa Mowbray Architects, Cottesloe – 6011 – Re: item 10.2.1

Proposed Row 28B upgrading for new access to 7 Clarendon Street, Cottesloe

Ms McCarey is acting on behalf of Mr and Mrs Bennett and also tabled a letter in response to the concerns raised by Mr Littlefair. She discussed issues raised throughout the proposal process. The main points of discussion were Vehicle usage of ROW, Pedestrian access, Occupants safety, sight lines for vehicles entering and exiting laneway, noise of works and future manipulation of levels for access. She raised concerns that the current recommendation requires agreement with the owners of 4 Nailsworth which is not yet forthcoming.

Helen Sadler – 39 Griver Street, Cottesloe – Re: item 10.2.11  
Five Year Cycling Facilities Plan

Helen has been a ratepayer of Cottesloe for 15 years and is a daily bike user. Helen commented on the amount of money being allocated to the upgrade of cycling infrastructure in the 5 year plan. She has concerns that \$15,000 is insufficient compared to the amount being allocated to all capital works. She calculated that at present the budget allocation is approximately 2.5% of the total capital work for cycling infrastructure and she believes that 20% is more reasonable.

As a GP with a health background Helen is aware of the current obesity problems for our children and the need for good public transport infrastructure including cycling facilities. Council's policies and actions can affect the health of the community and build better outcomes. She supported the bike plan and encouraged Council to support staff through increasing its annual contribution to the 5 year plan.

## **6 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

## **7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**



**Moved Cr Rowell seconded Cr Cunningham**

[Minutes December 07 2010 Works and Corporate Services Committee.doc](#)

**The Minutes of the Ordinary meeting of the Works And Corporate Services Committee, held on 7 December 2010 be confirmed.**

**Carried 4/0**

**8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**9 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

For the benefit of the members of the public present item 10.2.1 and 10.2.11 were dealt with first. The Presiding member then returned to the published order of agenda.

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

10.2.12	Five Year Reticulated Areas and Groundwater Bore Plans.
10.2.13	Five Year Local Road Rehabilitation Program
10.2.14	Five Year Plan – Natural Areas Management
10.2.15	Five Year Program – Road Safety Improvement and Speed Restriction.
10.3.1	6 Monthly budget review for 2010/2011
10.3.2	Write off minor bad debts
10.3.3	Statutory Financial reports for the month of December 2010
10.3.4	Statutory Financial reports for the month of January 2011.
10.3.5	Schedule of Investments & Loans for December 2010
10.3.6	Schedule of Investments & Loans for January 2011.
10.3.7	Accounts for the month of December 2010.
10.3.8	Accounts for the month of January 2011.
10.3.9	Property & Sundry Debtors for December 2010.
10.3.10	Property & Sundry Debtors for January 2011.

## 10 REPORTS OF COMMITTEES AND OFFICERS

### 10.1 ADMINISTRATION

#### 10.1.1 ANNUAL MEETING 2010 - CONFIRMATION OF MINUTES

**File No:** SUB/19  
**Attachments:** [Minutes Annual Electors Meeting 2010](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Carl Askew  
Chief Executive Officer  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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### SUMMARY

A recommendation is made that Council receive the minutes of the Annual General Meeting of Electors held on Wednesday 8 December 2010 and note that no questions were taken on notice or required follow up action by administration.

### BACKGROUND

Council at its meeting on 25 October 2010 accepted the Annual Report and resolved to hold its Annual General Meeting (AGM) on Wednesday 8 December 2010. Aside from the Mayor, Councillors and Senior Staff, six electors attended the AGM held in the Town's War Memorial Hall.

### STRATEGIC IMPLICATIONS

#### Objective 7: Organisation Development

*To effectively manage Council's resources and work processes.*

- Deliver high quality professional governance and administration

### POLICY IMPLICATIONS

Nil

### STATUTORY ENVIRONMENT

The relevant sections of the *Local Government Act 1995* read as follows:

#### 5.27. *Electors' general meetings*

- (1) A general meeting of the electors of a district is to be held once every financial year.
  - (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
  - (3) The matters to be discussed at general electors' meetings are to be those prescribed.
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**5.28. *Electors' special meetings***

- (1) A special meeting of the electors of a district is to be held on the request of not less than —
  - (a) 100 electors or 5% of the number of electors —whichever is the lesser number; or
  - (b)  $\frac{1}{3}$  of the number of council members.
- (2) The request is to specify the matters to be discussed at the meeting and the form or content of the request is to be in accordance with regulations.
- (3) The request is to be sent to the mayor or president.
- (4) A special meeting is to be held on a day selected by the mayor or president but not more than 35 days after the day on which he or she received the request.

**5.29. *Convening electors' meetings***

- (1) The CEO is to convene an electors' meeting by giving —
  - (a) at least 14 days' local public notice; and
  - (b) each council member at least 14 days' notice,of the date, time, place and purpose of the meeting.
- (2) The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.

**5.30. *Who presides at electors' meetings***

- (1) The mayor or president is to preside at electors' meetings.
- (2) If the circumstances mentioned in section 5.34(a) or (b) apply the deputy mayor or deputy president may preside at an electors' meeting in accordance with that section.
- (3) If the circumstances mentioned in section 5.34(a) or (b) apply and —
  - (a) the office of deputy mayor or deputy president is vacant; or
  - (b) the deputy mayor or deputy president is not available or is unable or unwilling to perform the functions of mayor or president,

then the electors present are to choose one of the councillors present to preside at the meeting but if there is no councillor present, able and willing to preside, then the electors present are to choose one of themselves to preside.

**5.31. *Procedure for electors' meetings***

The procedure to be followed at, and in respect of, electors' meetings and the methods of voting at electors' meetings are to be in accordance with regulations.

**5.32. *Minutes of electors' meetings***

The CEO is to —

- (a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and
- (b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.

### **5.33. *Decisions made at electors' meetings***

- (1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —
  - (a) at the first ordinary council meeting after that meeting; or
  - (b) at a special meeting called for that purpose,whichever happens first.
- (2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

**Regulations 15 of the *Local Government (Administration) Regulations, 1996* requires that:**

#### **15. *Matters for discussion at general electors' meetings — s. 5.27(3)***

For the purposes of section 5.27(3), the matters to be discussed at a general electors' meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.

### **FINANCIAL IMPLICATIONS**

Nil

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **CONSULTATION**

Nil

### **STAFF COMMENT**

Section 5.32 of the *Local Government Act 1995* requires the CEO to “...*cause minutes of the proceedings at an electors' meeting to be kept and preserved; and ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.*”

Minutes of the AGM held on the 8 December 2010 are attached to this report to consider and receive.

*Section 5.33 of the Local Government Act 1995 requires that all decision made at an electors meeting are to be considered at the next ordinary Council meeting where practicable. If Council makes a decision in response to a decision made at an*

*electors meeting, then the reasons for the decision are to be recorded in the minutes of the Council meeting.*

Council is advised that no questions were taken on notice or required follow up action by administration.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Carmichael**

**THAT Council receive the minutes of the Annual General Meeting of Electors held on 8 December 2010 as presented as per attachment.**

**Carried 4/0**

**10.1.2 COMPLIANCE AUDIT RETURN FOR 2010**

**File No:** SUB/390  
**Attachments:** [Compliance Audit Return 2010](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Carl Askew  
Chief Executive Officer  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

A recommendation is made to adopt the Compliance Audit Return for 2010 and authorise the Mayor and CEO to certify same so that it may be returned to the Department of Local Government and Regional Development.

**BACKGROUND**

Each year the Department of Local Government issues a Statutory Compliance Audit return that covers a wide range of mandatory actions required of staff, elected members and the Council as a whole under the provisions of the *Local Government Act (1995)*.

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**STATUTORY ENVIRONMENT**

Section 7.13 of the *Local Government Act (1995)* provides, in part, that

*Regulations may make provision-*

- (1) *Requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are –*
- (i) *Of a financial nature or not; or*
  - (ii) *Under*

Regulation 13 of the *Local Government (Audit) Regulations 1996* sets out the specific areas that are subject to audit.

Regulation 14 of the *Local Government (Audit) Regulations 1996* reads as follows:

**14. Compliance audit return to be prepared**

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*

- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3) *A compliance audit return is to be –*
- (a) Presented to the council at a meeting of the council;*
  - (b) Adopted by the council; and*
  - (c) Recorded in the minutes of the meeting at which it is adopted.*

**FINANCIAL IMPLICATIONS**

None Known

**SUSTAINABILITY IMPLICATIONS**

None Known

**CONSULTATION**

Nil

**STAFF COMMENT**

The Compliance Audit Return (CAR) for 2010 has been completed and it is recommended that Council adopt the CAR and authorise the Mayor and CEO to certify same so that it can be forwarded to the Department of Local Government.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Rowell**

**THAT Council adopt the Compliance Audit Return for 2010 as per attachment 10.1.3 and authorise the Mayor and CEO to certify same so that it may be returned to the Department of Local Government.**

**Carried 4/0**

**10.1.3 APPOINTMENT OF CATERING CONTRACT FOR THE CIVIC CENTRE**

**File No:** SUB/1124  
**Attachments:** [Email to Mayor & Councillors.pdf](#)  
[Discussion Paper for Catering Contract - Civic Centre.pdf](#)  
[Memo- Mayor & Councillors.doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Patrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

This report recommends granting exclusive rights for the provision of catering and event management services at the Cottesloe Civic Centre and grounds from 1 April 2011 for a two (2) year period to 31 March 2013.

**BACKGROUND**

An advertisement for Expressions of Interest (EOI) for a caterer for the Civic Centre was placed in the West Australian on 25 September 2010 and closed on 15 October 2010. Five (5) submissions were received by the closing date.

The following selection criteria were applied in the assessment of the Expressions of Interest:

- (a) Compliance with EOI requirements and the extent to which all of the specifications are addressed – 20%
- (b) The experience of the catering firm (not just local government experience) and quality of service – 40%
- (c) The capacity to undertake the work and the ability and commitment to meet the Town of Cottesloe's security requirements – 20%
- (d) Income – 20%

Applications, which were opened by: the Manager Corporate Services and Records Manager on 19 October 2010, were received from:

- Desert Harvest Catering
- Comestibles
- Beaumonde Catering
- Mustard Catering
- Country Kitchen Catering

The analysis of the Expressions of Interest, including assessment against the above criteria and income proposals, are included in the attachment documents. In addition, initial referee checks have been completed for the recommended (preferred) applicant. Town officers have also held discussions with staff from the preferred applicant, in order to clarify and expand upon issues that were not able to be clearly defined in the advertisement, including relationship building and detailed operational

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issues such as a single point of contact, bookings system and specific Town of Cottesloe requirements.

## **STRATEGIC IMPLICATIONS**

Objective 1: Lifestyle

*To protect and enhance the lifestyle of residents and visitors.*

1.5. Identify increased opportunities to use existing facilities or provide new venues for formal community cultural events and activities.

## **POLICY IMPLICATIONS**

- Civic Centre Hall Bookings: (Resolution No: C35, Adopted: March,2002)
- Music Recitals or Concerts at the Civic Centre (Resolution No: 322 July 1992)
- Outdoor Concerts and Large Events Policy (Resolution 12.1.9 November 2005)

## **STATUTORY ENVIRONMENT**

The Local Government (Functions and General Regulations) 1996 (WA) has a threshold of \$100,000 at which tenders must be called.

## **FINANCIAL IMPLICATIONS**

Resource requirements are in accordance with existing budgetary allocation and all fees are in accordance with Council's adopted fee schedules. Income based upon the previous 12 months events, functions and ceremonies is approximately \$22, 000. As a consequence the anticipated income, subject to Council's fees and charges and based upon the value of the proposed contract period, will not exceed tender thresholds and is supported by Council's Purchasing Policy.

## **SUSTAINABILITY IMPLICATIONS**

Nil

## **CONSULTATION**

The expression of interest was an open, public process and was advertised in the *West Australian* newspaper, as well as on the Town's website.

## **STAFF COMMENT**

Three options are discussed in an outline paper to Councillors (refer to attachment) in relation to the recommended applicant and transition process. It is important for the appointed contractor, those people wanting to make bookings and the Town that any handover is managed well. Many bookings are made at least 12 months in advance and so the issue of timing of change-over to the successful applicant is critical. The recommended option is for Option 2, i.e. the preferred applicant is granted exclusive rights for the provision of catering and event management services at the Cottesloe Civic Centre and grounds from 1 April 2011. The current provider would be allowed to honour existing booking enquiries (at present there are approximately 70 enquiries

with the existing provider & 30 enquiries with the Town of Cottesloe). Once these enquiries have been booked they would not be allowed to take any further bookings.

In addition, there are also a growing number of people *waiting* to book ceremonies and functions and as a consequence this matter needs to be resolved to facilitate these bookings. The recommended option is considered the most equitable solution that minimizes disruption to people wanting to make bookings at the Civic Centre as well as being fair to the current provider.

## **VOTING**

Simple Majority

## **OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Rowell, seconded Cr Cunningham**

**That Council**

- 1. Accept the application from Beaumonde Catering for the provision of catering and event management services as specified in the Expression of Interest documentation for the period 1 April 2011 to 31 March 2013 as the most advantageous to the Town.**
- 2. Support that the current catering provider be allowed to honour existing booking enquiries as per option 2 in the attached discussion paper.**
- 3. Authorise the Chief Executive Officer to prepare, finalise and sign the Civic Centre catering and event management contract with Beaumonde Catering on behalf of Council and in accordance with the above recommendation and Expression of Interest documentation.**

**Carried 4/0**

**10.1.4 DOGS LOCAL LAW 2011**

**File No:** CLL/9  
**Attachments:** [Amended Dogs Local Law - February 2011 \(2\).doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Ernie Polis  
Senior Ranger  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

A recommendation is made to endorse the proposed amended Dogs Local Law and refer for State wide public advertising.

**BACKGROUND**

The existing Dogs local law is due for review, having been gazetted in 2001 and corrected in 2002. 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. In addition, a petition received by Council late in 2010 identified a need to review the current arrangements at the northern dog beach.

The increase in the number of dogs as well as the need to review dog exercise areas have highlighted that the existing law is now inadequate to deal with certain demands and situations.

**The Purpose** of the local law is to make provisions about the impounding of dogs, to control the number of dogs that can be kept on premises and the manner of keeping those dogs, to prescribe areas in which dogs are prohibited and dog exercise areas.

**The Effect** of this local law is to extend the control over dogs which exist under the Dog Act 1976.

**STRATEGIC IMPLICATIONS**

Council Local Laws are an important part of the administration and good governance of the district. Review of Local Laws ensures continued relevance to our community.

**POLICY IMPLICATIONS**

- Beach Policy: (Resolution No: 12.1.1, Adopted: May,2004)

**STATUTORY ENVIRONMENT**

Dog Act 1976

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**

The primary costs associated with the review of local laws are the officer time to research and prepare reports, analyse submissions and associated state wide/local advertising costs.

**SUSTAINABILITY IMPLICATIONS**

Nil

## CONSULTATION

If Council approves the proposed amended Dogs Local Law it will be forwarded for public state wide and local advertising. It will also be forwarded to the Minister in accordance with the Act. As a minimum, advertising will include the West Australian, local press, the Cott news page, copies at the Administration and Library, and the Town's notice boards and website. After the statutory advertising period has closed and submissions analysed a second report will be prepared for Council's consideration.

## STAFF COMMENT

The Senior Ranger, who is responsible for both administering this local law and reviewing it, considers it to be out of date and in need of review.

The Manager Corporate Services and Senior Ranger have carried out research from other local authorities who have responsibility for, and management of, Dogs. In addition, the local experiences of the rangers in dealing with dogs and dog owners have been incorporated into the drafting of the amended local law.

A councillor workshop was held on 16 February 2011 to provide a copy of the proposed local law in order to give councillors time to assess and raise concerns and/or observations. The resulting draft local law as it will appear when advertised is shown in the attachment. To assist Councillors in assessing proposed changes any deletions of existing text are shown as a "*strikethrough*" and any additions (new clauses) are shown in "*red*".

The majority of the proposed changes relate to Part 4 and in particular Dog Exercise areas. Four (4) options have been provided for the northern dog beach and Committee will need to determine its preferred option so that this can be included in the updated (draft) local law. Specifically Committee will need to decide if it wishes to advertise the "*status quo*" or its preferred/changed position. It is usual practice to make all changes to the draft document so that any subsequent amendments after consultation are *minor*. After advertising Council will have the opportunity to again review this position based upon community feedback.

Where considered necessary, descriptions of some locations have been updated (refer to maps attached) to clarify either current practice or the *intent* of the current law. The additional changes which have been made to the Dogs Local Law ensure both safe enjoyment of the district as well as incorporating Committee and community concerns raised previously and more particularly in recent months following the initial consideration by Council of a petition in relation to the northern dog beach exercise area and the request to make it a dog exercise area at all times.

## VOTING

Simple Majority

## OFFICER RECOMMENDATION

**Moved Cr Rowell, seconded Cr Cunningham**

THAT Council;

1. Note that a review of the Dogs Local Law has been undertaken, and

2. Cause state wide public notice to be given of the proposed Dogs Local Law and consider any comment received following the close of public submissions.

**COMMITTEE COMMENT:**

Committee discussed the report and draft local law. In particular there was discussion of the options for item 4.2 (1) Places which are dog exercise areas, northern dog beach. Committee determined that the option to be advertised for public comment should be option 1 "Status quo", which was moved by Cr Carmichael, seconded by Cr Rowell and supported 3/1 by Committee. It was agreed that the CEO would update the local law accordingly and provide a copy with the Council agenda.

**COMMITTEE COMMENT:**

**THAT Council;**

1. Note that a review of the Dogs Local Law has been undertaken, and
2. Cause state wide public notice to be given of the proposed Dogs Local Law as amended and consider any comment received following the close of public submissions.

**Carried 4/0**

**10.1.5 BEACHES AND BEACH RESERVES LOCAL LAW**

**File No:** SUB/594  
**Attachments:** [Amended Beaches and Beach Reserves Local Law - February 2011 \(2\).doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Ernie Polis  
Senior Ranger  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**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 review, having been gazetted in 1999. 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 reserves.

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

**The Purpose** of the local law is to control usage and behaviour within the beach and beach reserves and to protect and conserve the beach reserves.

**The Effect** of this local law is to extend the control over the beach and beach reserves.

**STRATEGIC IMPLICATIONS**

Council Local Laws are an important part of the administration and good governance of the district. Review of Local Laws ensures continued relevance to our community.

**POLICY IMPLICATIONS**

- Beach Policy: (Resolution No: 12.1.1, Adopted: May,2004)

**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.*
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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**

The primary costs associated with the review of local laws are the officer time to research and prepare reports, analyse submissions and associated state wide/local advertising costs.

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

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

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If Council approves the proposed amended Beaches & Beach Reserves Local Law it will be forwarded for public state wide and local advertising. It will also be forwarded to the Minister in accordance with the Act. As a minimum, advertising will include the West Australian, local press, the Cott news page, copies at the Administration and Library, and the Town's notice boards and website. After the statutory advertising period has closed and submissions analysed a second report will be prepared for Council's consideration.

### **STAFF COMMENT**

The Senior Ranger, who is responsible for both administering this local law and reviewing it, considers it to be out of date and not consistent with the Town's operations and future development.

The Manager Corporate Services and Senior Ranger have carried out research from other local authorities who have responsibility for, and management of, beaches and beach reserves. In addition, the local experiences of previous events that have occurred on Cottesloe Beaches have been incorporated into the drafting of the amended local law.

A councillor workshop was held on 16 February 2011 to provide a copy of the proposed local law in order to give councillors time to assess and raise concerns and/or observations. The resulting draft local law as it will appear when advertised is shown in the attachment. To assist Councillors in assessing proposed changes any deletions of existing text are shown as a "*strikethrough*" and any additions (new clauses) are shown in "*red*".

There are a number of changes that have been made to the Beaches and Beach Reserves Local Law to both ensure safe enjoyment of the area as well as incorporating Committee and community concerns raised following the initial report and call for public comment at the September Works & Corporate Services Committee.

### **VOTING**

Simple Majority

### **OFFICER RECOMMENDATION**

#### **Moved Cr Boland, seconded Cr Rowell**

THAT Council;

1. Note that a review of the Beaches and Beach Reserves Local Law has been undertaken, and
2. Cause state wide public notice to be given of the proposed Beaches & Beach Reserves Local Law and consider any comment received following the close of public submissions.

**COMMITTEE COMMENT:**

Committee discussed the report and draft local law. In particular there was specific discussion in relation to some clauses and Committee requested that item 5.8 be updated administratively. They also amended the distances in items 10.4 and 10.11 from 200 metres to 150 metres and item 13.8 was deleted.

The CEO also advised that the Department for Local Government had suggested, given the age of the existing law, that the formatting be updated, if possible, before the public comment period. The CEO advised Committee that he would undertake these formatting changes and provide an amended copy for the Council meeting, noting that this would change the current numbering format.

**COMMITTEE RECOMMENDATION**

**THAT Council;**

- 1. Note that a review of the Beaches and Beach Reserves Local Law has been undertaken, and**
- 2. Cause state wide public notice to be given of the proposed Beaches & Beach Reserves Local Law as amended and consider any comment received following the close of public submissions.**

**Carried 4/0**

## 10.2 ENGINEERING

### 10.2.1 PROPOSED ROW 28B UPGRADING FOR NEW ACCESS TO 7 CLARENDON STREET, COTTESLOE.

**File No:** PRO/769 & SUB/268  
**Attachments:** [Plan of site.pdf](#)  
[Architect Plans & letters.pdf](#)  
[Letter from 28B 4 Nailsworth Street.pdf](#)  
[Option Plans for Depot Site Development.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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#### SUMMARY

Architects working for the owners of 7 Clarendon Street, Cottesloe, are developing plans for a new residence at that location. The proposed access to a new double garage is proposed from the rear laneway, ROW 28B, which enters off Nailsworth Street and runs along the north west side of Councils depot site.

The request is for an approval of the design concept of rear access prior to a Development Application being submitted for the new residence.

The recommendation is that Council:

1. Agree, in principle, to the construction of a portion of ROW 28B, to provide access to the rear of No 7 Clarendon Street, including earthworks to reduce levels, to the Manager Engineering Services requirements if agreement is given to this work by the owners of 4 Nailsworth Street.
2. Allow works on ROW 28B only after a Development Application for a residence on 7 Clarendon Street has been approved including conditions relating to laneway construction and financial bonding to ensure works are completed, at the total cost of the applicants.
3. Inform the applicants of Councils decisions on this matter.

#### BACKGROUND

Council owns this laneway, which runs around the majority of the depot perimeter. This portion of the laneway exits Nailsworth Street to the north east, as a bitumen driveway/lane, which has been used as access to a garage at No 4 Nailsworth Street. Beyond that point there is an unsealed track which ends on a T junction of two laneways on the southern boundary of 7 Clarendon Street. A short distance on the south side of this laneway the levels fall off into the depot site, originally a limestone quarry. The remnants of a depot boundary fence ends in the same area.

Excavation and lowering of the laneway levels as it approaches the proposed entry into 7 Clarendon Street would be required, by up to 1.8 metres.

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**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Council Rights of Way/Laneways policy applies.

**STATUTORY ENVIRONMENT**

Council owns the laneway and there are no known Adverse Possession issues applying. The owners of No 4 (lot 10) Nailsworth Street would normally be requested for their agreement on the ROW being upgraded, particularly any change of levels, as part of the Development Application process.

**FINANCIAL IMPLICATIONS**

Nil

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

Owners of 7 Clarendon Street have agreement from their neighbours in Clarendon Street and are contacting the owners of No 4 (lot 10) Nailsworth Street for agreement, regarding the new residence and laneway access.

**STAFF COMMENT**

This laneway is built and sealed to a point where the proposed level change would commence. Up to 1.8m cut would be needed to achieve the levels required to enter into a double garage proposed as a set back into 7 Clarendon Street. There is sufficient width available to construct this extension, including the level reductions, without major retaining walls on the slope dropping into the depot site. The existing levels show a high point close to the laneway intersection. The north eastern 'leg' of these laneways is too steep for the connection to be eventually built as a 'through' route to Nailsworth Street. The eastern leg is also, currently, a 'dead end' because the slope into the depot cuts into the ROW 5m width and there is a built wall across this ROW at the rear of No 9 Clarendon Street.

The frontage of No 7 on Clarendon Street is a crest, on a narrow built road, with significant safety issues for vehicles exiting No 7 Clarendon Street. At the time of this report being written, the proponents were contacting the owners of No 4 Nailsworth Street for their support to lower the laneway past the south east side of that property.

With regards to any impact on a future depot development plan, the two options considered by Council approximately 12 months ago both showed all surrounding ROW's as being retained for potential access to newly created lots within a subdivisional development. At that time, it is probable that an eastern 'leg' connection would be considered for a continuous vehicle flow on these laneways. This proposed laneway construction could be part of that development.

**VOTING**

Simple Majority

**COMMITTEE DISCUSSION**

Committee discussed the proposal and the problems with the steep slope of ROW to Nailsworth. Mr Trigg stated that he felt that the current slope would make it very difficult for construction vehicles to enter 7 Clarendon. The public statements were discussed and Committee stated that Mr Littlefair's request to have the proposal delayed until the sale of 4 Nailsworth Street was unsuitable. Cr Carmichael made reference to the need for a sign to be erected in the ROW for children safety. The sign should read, "Be aware, children playing in area" Mr Trigg stated that there is a need to upgrade the fence line to a safety standard and that this would assist with Cr Carmichaels request.

Committee asked administration to discuss with the planning department about the possibility of 4 Nailsworth Street being eligible for sub-division.

**OFFICER RECOMMENDATION****Moved Cr Rowell, seconded Cr Cunningham**

THAT COUNCIL:

1. Agree, in principle, to the construction of a portion of ROW 28B, to provide access to the rear of No 7 Clarendon Street, including earthworks to reduce levels, to the Manager Engineering Services requirements if agreement is given to this work by the owners of 4 Nailsworth Street.
2. Allow works on ROW 28B only after a Development Application for a residence on 7 Clarendon Street has been approved including conditions relating to laneway construction and financial bonding to ensure works are completed at the total cost of the applicant.
3. Inform the applicants of Councils decision on this matter.

**COMMITTEE COMMENT:**

Committee discussed the report at length and considered the comments from those in the public gallery. There was discussion about possible future development of 4 Nailsworth Street however Committee recognised that the development at 7 Clarendon should not be unduly held up by the current circumstances. There was also some discussion on the impact on the future development of the depot site and Committee agreed to an additional recommendation which would maintain their laneway access but would also not restrict redevelopment of the depot site.

**AMENDMENT**

**Moved Cr Rowell, seconded \_\_\_\_\_**

**That all words in recommendation 1 after the word “requirement” and commencing with “if agreement” be deleted.**

**Lapsed want of a seconder**

**Moved Cr Cunningham, seconded Cr Rowell**

**That a new point (2) be added to the recommendation to state, “Manager of Engineering Services consider conditions to be placed on this application for the owners of 7 Clarendon Street to agree to future contour changes due to future level changes required and associated with laneway and depot development”.**

**That the current point (2) be changed to point (3) and the current point (3) become point (4).**

**Carried 4/0**

#### **COMMITTEE RECOMMENDATION**

##### **THAT COUNCIL:**

- 1. Agree, in principle, to the construction of a portion of ROW 28B, to provide access to the rear of No 7 Clarendon Street, including earthworks to reduce levels, to the Manager Engineering Services requirements if agreement is given to this work by the owners of 4 Nailsworth Street.**
- 2. Manager of Engineering Services consider conditions to be placed on this application for the owners of 7 Clarendon Street to agree to future contour changes due to future level changes required and associated with laneway and depot development**
- 3. Allow works on ROW 28B only after a Development Application for a residence on 7 Clarendon Street has been approved including conditions relating to laneway construction and financial bonding to ensure works are completed at the total cost of the applicant.**
- 4. Inform the applicants of Councils decision on this matter.**

**AMENDED SUBSTANTIVE MOTION WAS PUT**

**Carried 4/0**



**10.2.2 PETITION - PEDESTRIAN FRIENDLY AND SAFE COTTESLOE/MOSMAN PARK/PEPPERMINT GROVE PRECINT**

**File No:** SUB/440  
**Attachments:** [Locations of pedestrian walkways.pdf](#)  
[Letter from Resident.pdf](#)  
[Signed Petition Papers.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

At Councils December 2010 meeting, the Mayor presented a petition with 275 signatures of people mostly from Cottesloe, Mosman Park and Peppermint Grove in relation to requested safety improvements to road crossings involving Stirling Highway, Curtin Avenue, Salvado Street and Jarrad Street and rail level crossings centred around the Cottesloe commercial area, for pedestrian friendly crossings.

The recommendation is that Council:

1. Continue to pursue a commitment by State Government to fund the extension of West Coast Highway through Cottesloe with a number of safe pedestrian crossings at regular intervals over the new highway and the railway line.
2. Fund a safety audit, to a maximum cost of \$3,000, of the need for a pedestrian median island on Curtin Avenue just to the north of Princes Street, for the purpose of applying for a Blackspot grant for this installation at the next available submission period.
3. Write to Main Roads WA, to give support for the improvement of pedestrian crossing points on Stirling Highway at Glyde Street, Salvado Street and Jarrad Street and request departmental comments or the need to convert the existing pedestrian bridge at Pearse Street to a full disability access structure.
4. Provide a written response to the applicant by explaining the proposed Council actions on the various sections of the petition/application.

**BACKGROUND**

The petition has 275 signatures, approximately 1/3 of which have Cottesloe as their address. The concern is the lack of safety for pedestrians trying to cross Curtin Avenue and Stirling Highway close to the Mosman Park railway station, the Salvado Street level crossing and the Jarrad Street level crossing.

Photos showing the current situation at these sites and possible solutions have been included with the petition. With the gradual build up of vehicle use, over the years, of Stirling Highway, Curtin Avenue, Jarrad Street and Salvado Street, the difficulty of crossing these roads, by pedestrians, has increased.

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The petition has also been sent to the Premier and applicable State Ministers. All pedestrian crossing installations over public roads require line marking and signage which must be approved by Main Roads WA. Construction and maintenance costs of all works on highways including Stirling Highway, are normally studied, designed, built and funded by Main Roads WA.

### **STRATEGIC IMPLICATIONS**

There are no direct references to this subject in Councils 2006-2010 Future Plan. East/West connectivity across Curtin Avenue and the rail line are major future objectives, including by pedestrians, for the Town of Cottesloe.

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY ENVIRONMENT**

No statutory environment issues apply other than the requirements that Main Roads WA pre-approve all signage and line marking on public roads and Main Roads WA full responsibility for all works on Stirling Highway.

### **FINANCIAL IMPLICATIONS**

All works requested or proposed have not been included in the current Council budget or 5 year asset improvement plans. The cost of pedestrian overpasses and other works would be in excess of \$1 million.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **CONSULTATION**

Nil

### **STAFF COMMENT**

The petition covers seven different locations requiring improvement. In order, comments are made:

#### **A. Access to/from Mosman Park Station for Cottesloe residents west of Curtin Avenue:**

The need for a safer crossing over Curtin Avenue from Mosman Park railway station has been known for many years. PTA have created the need due to the station, but have no interest in Curtin Avenue and safe crossings. It is not a Black Spot in terms of recorded accidents but if a safety audit finds dangerous aspects then an application for Blackspot funds using the safety audit may result in Main Roads WA funding 2/3rds of the cost of a median island (with hand rails and tactile paving strips), on Curtin Avenue.

However, the suggested installation of a light controlled crossing (as exists on Grant Street), at a cost in excess of \$200,000, is most unlikely to gain MRWA approval, due to the low number of pedestrians using the crossing point. When MRWA/State Government finally extends West Coast Highway through Cottesloe, regular safety pedestrian crossing points would be part of that construction.

**B. Age friendly, pram friendly and disabled access to/from Mosman Park station at Stirling Highway/Glyde Street:**

This location is on a Main Roads Highway, in Mosman Park. No involvement by the Town of Cottesloe would apply.

**C. Safe pedestrian crossing needed on Stirling Highway at intersection with Salvado Street.**

This location is also on a Main Road WA owned and maintain highway, within Mosman Park. Again no involvement by the Town of Cottesloe would apply.

**D. Safe pedestrian island needed in Railway Street near Jarrad Street** would block any traffic trying to exit the carpark immediately to the west. Therefore the site is unsuitable.

The solution to the traffic problems of Jarrad Street, particularly over the level crossing, will involve the Railway Street connection onto Jarrad Street. A properly designed and built safe pedestrian crossing should be part of that work. In 2008/2009, Council resolved not to proceed with the Blackspot project at this intersection. The pedestrian crossings location on that design would still have needed two lanes of traffic to be negotiated by pedestrians.

**E. Safer Pedestrian crossing needed on Stirling Highway at intersection with Jarrad Street:**

All works on Stirling Highway are the responsibility of the Main Roads WA, for any design, maintenance or construction task. The petition has also been sent to the Premier and State Government Ministers. Therefore, it is expected that MRWA will consider the three sites on Stirling Highway requested for safer pedestrian crossings.

**F. Rebuilding of Pedestrian bridge from West of Curtin Avenue across railway line to Cottesloe Primary School (near Pearse Street) with a ramp access at each end:**

The existing footbridge has been in place for many years. It crosses over the Town of Cottesloe controlled Curtin Avenue and the State Government owned railway line and state highway. Photos of an alternative structure at MLC Claremont (shown in the petition) show the modern version of the existing foot bridge. A structure long enough to replace the existing structure would be in excess of \$1 million. The access ramps, designed for disability access, would be in excess of 100m in length, as a ramp or a spiral shape. When the West Coast highway extension is built through Cottesloe, this footbridge would be replaced with a modern structure. Until that time, available Council funding levels would not be capable of funding this bridge replacement, however the State Government could be requested to fund the replacement because of their majority share of the bridge length.

**G. Pedestrian Underpass somewhere between Mosman Park train station and Jarrad Street, from the west side of Curtin Avenue to the east side of Stirling Highway:**

The cost of this proposal would be well in excess of \$1million. Ramps at disability access slopes would have to apply and the design would have to include complex lighting and ventilation systems, due to the extreme length. With ongoing consideration of the West Coast Highway extension through Cottesloe, and the potential for an underpass to meet this request being made redundant due to new highway pedestrian provisions, the wisdom of pushing for the installation is questionable.

Similar to any overpass of a similar length and location, the majority of cost for this underpass should be met by State Government, if it was ever built.

In conclusion, of the seven requests for installation of safer pedestrian road crossing facilities, three relate to the MRWA controlled Stirling Highway, two relate to an overpass or underpass from the west of Curtin Avenue to the east of Stirling Highway (mostly State Government), one to Curtin Avenue at Princes Street (because of the railway station) and one at the Jarrad Street/Railway Street intersection.

At the Curtin Avenue crossing location near Princes Street, if a safety audit was undertaken, (at Council cost), it is possible that a Blackspot application might provide 2/3rds the cost of a median island with hand rails and tactile pavers. However, the application would be made April/May 2011, for a potential grant to be spent in 2012/2013. The approximately cost of over \$200,000 for a light controlled crossing (similar to Grant Street) could not be justified by a safety audit alone.

The eventual extension of West Coast Highway through Cottesloe will solve a lot of transport issues in Cottesloe, including east/west connections, Principal Shared Cycle Path connection through to Fremantle and a number of safe pedestrian connections over Curtin Avenue. Continuous pressure by Council on this issue will eventually provide these benefits, and others.

## **VOTING**

Simple Majority

## **OFFICER RECOMMENDATION**

### **Moved Cr Rowell, seconded Cr Carmichael**

THAT COUNCIL:

1. Continue to pursue a commitment by State Government to fund the extension of West Coast Highway through Cottesloe with a number of safe pedestrian crossings at regular intervals over the new highway and the railway line.
2. Fund a safety audit, to a maximum cost of \$3,000, of the need for a pedestrian median island on Curtin Avenue just to the north of Princes Street, for the purpose of applying for a Blackspot grant for this installation at the next available submission period.
3. Write to Main Roads WA, to give support for the improvement of pedestrian crossing points on Stirling Highway at Glyde Street, Salvado Street and Jarrad

Street and request departmental comments on the need to convert the existing pedestrian bridge at Pearse Street to a full disability access structure.

4. Provide a written response to the applicants by explaining the proposed Council action on the various sections of the petition/application.

#### **AMENDMENT**

**Moved Cr Cunningham, seconded Cr Boland**

**That point (1) have the words “as agreed by Council” inserted after the word ‘extension’.**

**Carried 3/1**

#### **COMMITTEE RECOMMENDATION**

##### **THAT COUNCIL:**

1. Continue to pursue a commitment by State Government to fund the extension as agreed by Council of West Coast Highway through Cottesloe with a number of safe pedestrian crossings at regular intervals over the new highway and the railway line.
2. Fund a safety audit, to a maximum cost of \$3,000, of the need for a pedestrian median island on Curtin Avenue just to the north of Princes Street, for the purpose of applying for a Blackspot grant for this installation at the next available submission period.
3. Write to Main Roads WA, to give support for the improvement of pedestrian crossing points on Stirling Highway at Glyde Street, Salvado Street and Jarrad Street and request departmental comments on the need to convert the existing pedestrian bridge at Pearse Street to a full disability access structure.
4. Provide a written response to the applicants by explaining the proposed Council action on the various sections of the petition/application.

#### **AMENDED SUBSTANTIVE MOTION WAS PUT**

**Carried 4/0**

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

**File No:** SUB/457  
**Attachments:** [Map of Stations.pdf](#)  
[Grant Street - Carpark Upgrade Program.pdf](#)  
[Victoria Street Station - Carpark Upgrade Program.pdf](#)  
[Mosman Park Station - Carpark Upgrade Program.pdf](#)  
[Cottesloe Station - Carpark Upgrade Program.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

At its July 2010 meeting, Council received a letter from a resident living near Grant Street. The letter expressed concerns regarding the growing parking problem on the Grant Street median strip near Curtin Avenue caused by train patrons. It also requested consideration of an extra road connection between the two Grant Street lanes, near Curtin Avenue.

*Council then resolved:*

- 1. Consult with Public Transport Authority with the purpose of developing improved park & ride options on PTA land at this site and also the other stations in Cottesloe (Swanbourne, Cottesloe, Mosman Park and Victoria Street) including cost arrangements.*
- 2. Inform the correspondent of Councils decision in this matter.*

Staff recently met with PTA representatives at the Grant Street station and discussed public parking alternatives for that station. Draft plans were provided by PTA covering Grant Street, Cottesloe, Mosman Park and Victoria Street railway stations and the creation or enlarging of public parking areas.

The Officer Recommendation is that Council:

1. Inform the Public Transport Authority of the probable alignment of the future West Coast Highway in the vicinity of the Mosman Park and Victoria Street railway stations and the impact on the two proposed areas for extra parking areas for railway patrons.
  2. Inform the Public Transport Authority of the major access problems of Railway Street from the west side of Curtin Avenue during peak times.
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3. Inform PTA that Councils preference is for a PTA funded sealed carpark on each side of the Grant Street median strip, with this station being a priority for railway patron parking in Cottesloe.
4. Inform residents adjacent to the proposed Grant Street parking area of the proposal.
5. Write to Public Transport Authority to formally request a review of lease costs charged for PTA parking land at the Cottesloe Railway Station; given the free parking obtained by PTA patrons on Council controlled lands and streets.

## **BACKGROUND**

In recent years, there has been an increase in the public use of train travel including areas where private vehicles can be parking all day without parking controls. One rail station totally within the Town of Cottesloe is Grant Street, and vehicles have been using both sides of the median strip of Grant Street for parking areas when using the train. The area has no parking controls but this increased parking is over Norfolk Island Pine Tree roots and is also converting the area to a loose, dusty surface through summer.

At the same time, Council pays a substantial rental for PTA land on the east side of the rail line, between Napoleon Street and Jarrad Street, for general public use. The rail stations at Mosman Park and Victoria Street are also under-provided for public parking, resulting in vehicles being parked in nearby streets by railway patrons.

## **STRATEGIC IMPLICATIONS**

Councils Future Plan, under the first objective, "Protect and enhance the lifestyle of residents and visitors", covers the challenge of providing sustainable parking solutions, including parking associated with railway stations.

## **POLICY IMPLICATIONS**

No policy deals with this subject.

## **STATUTORY ENVIRONMENT**

There are no applicable statutory requirements for public parking areas.

## **FINANCIAL IMPLICATIONS**

The main thrust of this issue is to have the Public Transport Authority adequately provide for the vehicle parking needs of its patrons, at no cost to Council and on land controlled by that Authority. Therefore, the financial impact on Council should be nil.

## **SUSTAINABILITY IMPLICATIONS**

The use of public transport is a very positive sustainability pursuit. However, the provision of facilities to expand this objective should be at the cost of public transport authorities.

## **CONSULTATION**

Only with the Public Transport Authority.

**STAFF COMMENT**

The four station parking reports provided by PTA officers are very initial concepts which could dramatically change in the future. There is a 4 year budget allocation to fund PTA – use carparks on the Perth-Fremantle rail line. None of these four carparks are definitely programmed for construction at this time.

The initial plan for the Grant Street station, for a new public parking area, is for a sealed area on the 'high' or east side of the station, entering from Railway Street. The report mentions a capacity of approximately 60 bays. Part of the land proposed for this parking area is PTA reserve and part is portion of Railway Street road reserve.

There is no room for a PTA carpark on the west side of the rail reserve at Grant Street. The main alternative to the potential Railway Street carpark is the full construction of a carpark in Grant Street, in the area currently being used by PTA and local resident vehicles on the median strip. PTA officers stated that no plans or budget were committed to a particular resolution. However, such a carpark would have to be free for all PTA patrons.

Carpark upgrade plans were also provided by PTA staff for Cottesloe, Mosman Park and Victoria Street railway stations. It was emphasised that these plans are initial considerations and not final proposals. For Cottesloe station area, plans show up to 410 new parking bays, the majority of which are on the west side of the railway, north of the Western Power sub station, with an entry/exit on Curtin Avenue opposite Forrest Street. This plan has been 'put to one side' due to issues relating to LPS 3, a potential future TOD (Transit Oriented Development) and the future West Coast Highway alignment.

At the Mosman Park Railway Station the proposed site for a 40 bay carpark is on the west side of the railway line, partially on rail reserve land and partially on Curtin Avenue road verge land. Entry and exit would be from Curtin Avenue. The northern end of this area would be close to Salvado Street level crossing.

Another 40 bay carpark is shown for the Victoria Street station, again on the Cottesloe side of the rail reserve. The site is similar to Mosman Park station, with access and exit from Curtin Avenue and the north end being close to the Victoria Street level crossing.

For Cottesloe, Mosman Park and Victoria Street stations, similar issues apply:

- The chosen sites will be disrupted by the future West Coast Highway alignment.
- Curtin Avenue, for entry and exit, is dangerous and difficult to use, particularly for vehicles turning out to head north.
- Pedestrian numbers crossing Curtin Avenue at all three sites will increase, as will the danger of such crossing, without proper pedestrian facilities.
- Confusion for drivers will increase where the Curtin Avenue and level crossing traffic have to deal with PTA carpark traffic close the adjacent level crossings.
- Local residents on the west side of Curtin Avenue opposite these proposed carparks will have to cope with vehicles on Curtin Avenue waiting to turn into or out of the entry/exits provided for these parking areas.



While the above mentioned problems apply to the proposed carpark sites, there are only a few options, one of which is for cars to continue to park on adjacent residential streets.

PTA plans provided, it has been emphasised, are very early ideas subject to change. If West Coast Highway is not extended for the next 10-20 years, investment for car parking on the sites proposed would be more worthwhile. However, with the growth in public transport use, the growth in the need for public carparking for train patrons and the eventual highway extensions, a permanent, long term solution for parking areas at these sites will grow to be a priority.

One final discussion point with PTA staff was that PTA would see no connection between the cost of Council leasing PTA land for commercial parking at Cottesloe station and the provision of PTA parking areas at the four station sites covered by the plans provided.

## **VOTING**

Simple Majority

## **OFFICER RECOMMENDATION**

### **Moved Cr Rowell, seconded Cr Boland**

THAT COUNCIL:

1. Inform the Public Transport Authority of the probable alignment of the future West Coast Highway in the vicinity of the Mosman Park and Victoria Street railway stations and the impact on the two proposed areas for extra parking areas for railway patrons.
2. Inform the Public Transport Authority of the major access problems of railway patrons trying to access a new parking area on Railway Street from the west side of Curtin Avenue during peak times.
3. Inform PTA that Councils preference is for a PTA funded sealed carpark on each side of the Grant Street median strip, with this station being a priority for railway patrons parking in Cottesloe.
4. Inform residents adjacent to the proposed Grant Street parking area of the proposal.
5. Write to Public Transport Authority to formally request a review of lease costs charged for PTA parking land at the Cottesloe Railway Station; given the free parking obtained by PTA patrons on Council controlled lands and streets.

## **COMMITTEE COMMENT:**

Committee discussed the officer report and associated attachments and were of the option that, prior to recommendation 3 being actioned, that future consultation with the residents of Grant Street take place. They considered a re-wording of recommendation 4 and determined that the order of the recommendations be changed to reflect the need to consult first.

**AMENDMENT**

Moved Cr Boland, seconded Cr Cunningham

That the order of points (3) and (4) be reversed and that the new point (3) be amended to read, "Consult residents adjacent to Grant Street parking area between Curtin Avenue and Griver Street in relation to the option for a PTA funded sealed car park on the Grant Street median strip".

That the words "subject to consultation with residents" in the new part (4), be inserted at the beginning of the new point (4).

Carried 4/0

**COMMITTEE RECOMMENDATION****THAT COUNCIL:**

1. Inform the Public Transport Authority of the probable alignment of the future West Coast Highway in the vicinity of the Mosman Park and Victoria Street railway stations and the impact on the two proposed areas for extra parking areas for railway patrons.
2. Inform the Public Transport Authority of the major access problems of railway patrons trying to access a new parking area on Railway Street from the west side of Curtin Avenue during peak times.
3. Consult residents adjacent to Grant Street parking area between Curtin Avenue and Griver Street in relation to the option for a PTA funded sealed car park on the Grant Street median strip
4. Subject to consultation with residents, inform PTA that Councils preference is for a PTA funded sealed carpark on each side of the Grant Street median strip, with this station being a priority for railway patrons parking in Cottesloe.
5. Write to Public Transport Authority to formally request a review of lease costs charged for PTA parking land at the Cottesloe Railway Station; given the free parking obtained by PTA patrons on Council controlled lands and streets.

**AMENDED SUBSTANTIVE MOTION WAS PUT**

Carried 4/0

**10.2.4 SEAVIEW GOLF CLUB - MANAGEMENT PLAN**

**File No:** SUB/235  
**Attachments:** [Seaview Golf Club Management Plan.pdf](#)  
[Email from Sea View Golf Club with changes to Plan.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The Sea View Golf Club has a 21 year lease from the Town of Cottesloe which expires on 30<sup>th</sup> June 2026. Under clause 13 of that lease, a Management Plan is required for the lease area, to be updated every 3 years. The updated plan has been supplied by the club for the period January 2011 to December 2014.

This item recommends that Council:

1. Receive and agree to the content of the Sea View Golf Club Management Plan for the period 1<sup>st</sup> January 2011 to 31<sup>st</sup> December 2014.
2. Endorse the Mayor and Chief Executive Officer signing copies of this Management Plan, with the common seal of the Town of Cottesloe being applied.

**BACKGROUND**

The purpose of the Management Plan is to record and communicate the Sea View Golf Clubs' safety and environmental policies and procedures with respect to the golf course and the reserves on which it resides.

The 21 year lease commenced in 2005, and the commencement or first management plan was accepted by Council in that year. This latest version is the third plan, each plan applying to a 3 year period.

**STRATEGIC IMPLICATIONS**

The Town of Cottesloe Future Plan 2006-2010 makes no comment in regards to the Sea View Golf Club.

**POLICY IMPLICATIONS**

Nil

**STATUTORY ENVIRONMENT**

The Town of Cottesloe and the Sea View Golf Club are the signatories to a legally drawn up 21 year lease document, of which approximately 19 years still applies. Any changes required by Council of the Club, within a Management Plan, must comply with the conditions of the lease.

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**FINANCIAL IMPLICATIONS**

Nil

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

Substantial public consultation and community comment occurred during the period leading up to the creation of the 21 year lease and the first Management Plan. Public discussion on the management plan updates every 3 years was not a listed requirement of the lease document.

**STAFF COMMENT**

Staff have discussions at various times with club staff regarding day to day issues of maintenance or proposed golf course modifications. The majority of these issues do not involve the Management Plan. Issues such as a potential depot site, Jarrad Street closure, installation of a new reticulation system, signage installation etc are just some of the items dealt with. These issues do not involve the Club's safety and environmental policies on procedures and so are not included in the Management Plan.

During the time when staff were considering the Golf Club land for a potential depot site, issues regarding the existing small fuel tank and the need for an improved Wash Down Bay were discussed with the Golf Club Manager. Comments on these issues are attached.

**VOTING**

Simple Majority

*Carl Askew, CEO, left the meeting at 9:30pm*

**OFFICER RECOMMENDATION**

**Moved Cr Boland, seconded Cr Rowell**

THAT COUNCIL:

1. Receive and agree to the content of the Sea View Golf Club Management Plan for the period 1<sup>st</sup> January 2011 to 31<sup>st</sup> December 2014.
2. Endorse the Mayor and Chief Executive Officer signing copies of this Management Plan, with the common seal of the Town of Cottesloe being applied.

**AMENDMENT**

**Moved Cr Boland, seconded Cr Carmichael**

**That point (1) have the words "receive and agree to the" be deleted and the words "Note the draft" be added.**

That point (2) is deleted and a new point (2) is added which states, “Require further information on performance against KPI’s (appendix A), changes compared with previous management plans and compliance with the management plan with appendix B”

Carried 4/0

**COMMITTEE RECOMMENDATION**

**THAT COUNCIL:**

1. Note the draft content of the Sea View Golf Club Management Plan for the period 1<sup>st</sup> January 2011 to 31<sup>st</sup> December 2014.
2. Require further information on performance against KPI’s (appendix A), changes compared with previous management plans and compliance with the management plan with appendix B

**AMENDED SUBSTANTIVE MOTION WAS PUT**

Carried 4/0

**10.2.5 AUDIT OF ALL LARGE NORFOLK ISLAND PINE TREES, COTTESLOE RESIDENTIAL ROAD VERGES**

**File No:** SUB/763  
**Attachments:** [Arboricultural Audit prepared for the Town of Cottesloe.pdf](#)  
**Responsible Officer:** Carl Askew  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

At its October 2009 meeting, after discussion regarding the results of laboratory testing of a cut-down Norfolk Island Pine tree in John Street, Council resolved, in part, to:

*2. Consider, for commencement in the 2010/2011 budget, a long term annual program to remove and replace the four most unstable and potentially most damaging street trees (of any species) in the event of collapse, based on expert opinion and including discussion with landowners and residents adjacent to these trees, within the Town of Cottesloe, on the basis that any Norfolk Island Pine tree is replaced with another Norfolk Island Pine Tree unless Council determines otherwise.*

Council then agreed in its 2010/2011 budget to allocate \$10,000 for an inspection and report on all large street trees in Cottesloe plus \$10,000 to remove the worst trees from the study. The formal inspection has been completed for 536 large Norfolk Island Pine Trees on Cottesloe residential road verges and a report has been provided, by John Banks of Arborcare.

The Officer Recommendation is that Council:

1. Recieve the Audit Report on 536 large Norfolk Island Pine trees growing on residential verges in Cottesloe, as provided by Mr John Banks of Arborcane.
2. Agrees to the removal of three poor quality Norfolk Island Pine trees and their replacement with the same species, as recommended in the Audit Report, with the affected adjacent land owner being consulted before removal.
3. Consider a further Audit/study of all non-residential large trees under Council control plus all large gum trees in Napier Street, for funding in the 2011/2012 budget.

**BACKGROUND**

This issue is the ongoing debate on how to ensure very large verge trees are kept safe for the general public and the adjacent homes and Council does not create a public liability issue due to damage done by falling trees or branches. In particular, Norfolk Island Pine trees are the main concern, in streets such as John Street and Broome Street.

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The 'worst tree' in John Street, prescribed by its condition, was cut down in 2009, and this tree was the worst of four trees to be analysed for reasons causing its poor condition. The analysis showed no obvious reasons for the condition, leading to the observation that there is no known way to determine which tree could fall next, storm or no storm.

Council then determined to consider the funding in 2010/2011 of an inspection of all of the large verge trees, approximately 500, to discover the worst trees that could be removed to be replaced with the same species. If undertaken each year, fresh stock would be progressively installed to replace the worst condition verge trees. \$10,000 was then allowed in the 2010/2011 budget for the study/inspection and \$10,000 for the removal and replacement of up to four trees.

### **STRATEGIC IMPLICATIONS**

The Town of Cottesloe Future Plan 2006-2010 does not list as an issue the ongoing health of the verge tree stock but the iconic status of the Norfolk Island Pine tree in Cottesloe is strongly endorsed by Council and residents.

### **POLICY IMPLICATIONS**

Council's Street Tree policy applies.

### **STATUTORY ENVIRONMENT**

Apart from the legal aspects of public liability no statutory requirements apply to the replacement of street verge trees.

### **FINANCIAL IMPLICATIONS**

\$10,000 budgeted in 2010/2011 for the study and \$10,000 for the removal of up to 4 large, poor condition street trees and their replacements.

### **SUSTAINABILITY IMPLICATIONS**

Inspection and replacement of deteriorating trees ensures the ongoing care of the tree stock and the long term retention of large trees in Cottesloe, with their various benefits.

### **CONSULTATION**

Consultation with the residents of John Street occurred in 2009, which resulted in this tree study.

### **STAFF COMMENT**

The tree inspections took 6 weeks between October and December 2010. Each tree was numbered and location, approximate size, age and crown biomass recorded. Comments on anything varying from the norm were given and recommendations made. 536 trees were inspected, all on street verges, for the budgeted allocation. Not included in the inspection were 23 gum trees in Napier Street and approximately 200 Norfolk Island Pine areas which exist in parks and reserves, the railway reserve and non-residential verges. The cost to inspect these additional trees would be approximately \$9,000.

The density of the foliage/condition of the crown has been used as the main factor indicating the health of each tree. Any tree with a biomass less than 40% is recommended for closer monitoring. A total of 21 trees were recorded in that category. Three trees are recommended for removal:

- Tree 239 was topped 3 metres above ground and has many water shoots. This tree is the most northerly of two trees in front of 184 Broome Street.
- Tree 353 has dual leaders, is unsightly and these dual leaders are weakly attached and prone to collapse in a wind. The tree is in front of 73 Forrest Street.
- Tree 369 is in an advanced state of decline, with exposed roots that are dying. It is vulnerable to termite attack. It is in front of 277 Marmion Street.

A number of other Norfolk Island Pine trees will require additional maintenance such as the removal of dead branches, ivy, steel chain and a door knob. This work has already been arranged. The priority for expenditure of the budgeted \$10,000 for the inspection was for residential verges due to the potential damage by large verge trees to homes, pedestrians and vehicles.

Another approximately \$9,000 is needed to complete a study of all other large trees on Council controlled land which should have a lesser public impact due to collapse or branches falling. This could be undertaken in the next financial year and budgeted accordingly in 2011/2012.

## **VOTING**

Simple Majority

## **OFFICER RECOMMENDATION**

### **Moved Cr Boland, seconded Cr Rowell**

THAT COUNCIL:

1. Recieve the Audit Report on 536 large Norfolk Island Pine trees growing on residential verges in Cottesloe, as provided by Mr John Banks of Arborcare.
2. Agrees to the removal of three poor quality Norfolk Island Pine trees and their replacement with the same species, as recommended in the Audit Report, with the affected adjacent land owner being consulted before removal.
3. Consider a further Audit/study of all non-residential large trees under Council control plus all large gum trees in Napier Street, for funding in 2011/2012 budget.

## **COMMITTEE COMMENT:**

Councillors discussed the study results and questioned the need to study large trees not situated on residential verges. The Manger Engineering Services commented that these non-residential areas included parks, wide control median strips and the main beach foreshore.



**AMENDMENT**

**Moved Cr Rowell, seconded Cr Carmichael**

**That point (3) is deleted from the recommendation.**

**Carried 4/0**

**COMMITTEE RECOMMENDATION**

**THAT COUNCIL:**

- 1. Receive the Audit Report on 536 large Norfolk Island Pine trees growing on residential verges in Cottesloe, as provided by Mr John Banks of Arborcare.**
- 2. Agrees to the removal of three poor quality Norfolk Island Pine trees and their replacement with the same species, as recommended in the Audit Report, with the affected adjacent land owner being consulted before removal.**

**AMENDED SUBSTANTIVE MOTION WAS PUT**

**Carried 4/0**

**10.2.6 5 YEAR PLAN, LANEWAY UPGRADING**

**File No:** SUB/707  
**Attachments:** [5 YEAR LANEWAY UPGRADING PROGRAM.doc](#)  
[Right of Way- Laneway policy.pdf](#)  
[Location of Laneways.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

At its June 2010 meeting, Council resolved to:

1. Note the works undertaken on Brighton Street and ROW 5 to remove drainage flooding issues from properties in Lyons Street.
2. Consider a 5 year plan for the sealing and drainage of laneways in the Town of Cottesloe, to be supplied by the Manager Engineering Services in 2010.

This item provides the draft 5 Year Plan for laneway upgrading and recommends that Council:

1. Receive the first draft 5 Year Laneway Upgrading program for the purpose of public advertising.
2. Advertise for public comment, the 5 Year Laneway Upgrading Program, with the results to be considered by Council in March, with the potential for Year 1 of the program to be included in the 2011/2012 budget.

**BACKGROUND**

Council has control of 12.23km of laneways, 7.635km of which are sealed and 4.595km sand or unbuilt surface. There is another 2.46km of laneways privately owned which have no Council works performed on them.

Increasingly, redevelopment of private properties has meant the design, or Council requirements, has included vehicle garages being accessed from a rear laneway. With this increasing residential traffic using laneways has been a growth in builder's traffic and materials delivery via the laneway system. This has compacted the unsealed surfaces in winter and loosened the same surfaces in summer. Dust and pothole complaints regarding laneways have grown and any heavy rainfall event provides further complaints of water running down unsealed laneways and into private properties.

The 2005 laneways report listed 13.26km of laneways under Council control, 6.38km sealed (48.1%) and 6.88km unsealed (51.9%). A recent tally (2011) listed 12.23km of laneways, 7.635km (62.4%) sealed and 4.59km unsealed (37.6%). The increased percentage of sealed laneways has resulted from short sections being sealed as

development conditions or new house construction making use of laneways as main access plus several private sealed lanes being gifted to Council.

### **STRATEGIC IMPLICATIONS**

In Councils 2006-2010 Future Plan under Objective 5 – “Maintain infrastructure and Council buildings in a sustainable way”, Major Strategy 5.6 requires the development of a long term asset management plan and an accompanying financial plan. Rights of Way/Laneways are a major asset which provides a substantial secondary or support access system to private properties in Cottesloe. The majority of Council’s other main asset groups (roads, footpaths, drainage etc) have had 5 year programs established for several years.

To achieve sustainability in laneways assets, a long term plan to reach a sustainable condition involving surfacing and drainage is needed.

### **POLICY IMPLICATIONS**

Councils’ Right of Way/Laneways policy applies.

### **STATUTORY ENVIRONMENT**

There are no legal requirements for Council to develop the laneways network. However, Council is liable for injuries or vehicle damage sustained on its laneways in a similar way to public streets. Also, uncontrolled drainage water from laneways into private properties is a Council liability issue.

### **FINANCIAL IMPLICATIONS**

Council has normally included \$20,000/year in its budget for laneway upgrading. This has been for minor upgrading on the total system. This draft program would require future increased expenditure.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **CONSULTATION**

It is proposed that the draft program be advertised for public comment.

### **STAFF COMMENT**

Staff receive regular complaints about the condition of the unsealed laneways and the need to both seal and drain them. At the same time, for a variety of good town planning reasons, new houses are encouraged to establish vehicle garages accessed from the read laneways where possible. If the lane is unsealed, then either a contribution for sealing is taken or the developer of a new house will fund the lane being sealed from the new garage/entry to the closest sealed street or sealed section of lane.

Regardless of who funds the construction of a laneway, the entire general public has use of it, similar to a public street. There are a number of lanes in Cottesloe that only require a short section to be sealed and drained to ‘finish off’ that total lane. In other instances some developers are required to fund long sections of unsealed laneway to meet Council development conditions.

Once a laneway is sealed and drained, it must be maintained by Council but becomes a more valuable community asset, which also adds value to private properties fronting that lane. The original matter that caused a reconsideration of the need for a lane upgrading program was ROW 5, running between Brighton Street and Lyons Street, and connected at its north end to North Street. A heavy rainfall event in 2010 caused flooding of the lane into several houses fronting Lyons Street. The flooding was caused by the intensity of rainfall, the compacted nature of the unsealed surface the lack of drainage pits and by an amount of extra drainage off private properties fronting Brighton Street.

Several property owners have since been requested to stop all drainage into the lane and to install gutters, down pipes and soak pits to control private property drainage water runoff. As lanes are sealed in the future, they will be equipped with drainage soak pits at regular intervals. Properties which currently drain water onto the lanes will be required to stop that drainage. Any obstructions or illegal extensions on the lane width will also be removed. This will have a side effect of both fully establishing Councils control over the land and removing future adverse possession claims.

The 5 year draft program will initially be aimed at removing long term maintenance issues, areas prone to drainage/flooding problems and short sections remaining to be completed to finish the entire length. Council already budgets \$20,000/year on minor lane upgrades. This amount, together with an additional \$50,000 is seen as a reasonable annual expenditure level.

## **VOTING**

Simple Majority

## **OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Boland, seconded Cr Rowell**

### **THAT COUNCIL:**

- 1. Receive the first Five Year Laneway Upgrading Program for the purpose of public advertising.**
- 2. Advertise for public comment, the Five Year Laneway Upgrading Program, with the results to be considered by Council in March, with the potential for Year 1 of the program to be included in the 2011/2012 budget.**

**Carried 4/0**

**10.2.7 FIVE YEAR FOOTPATH REPLACEMENT PROGRAM**

**File No:** SUB/707  
**Attachments:** [5 YEAR FOOTPATH REPLACEMENT PROGRAM.doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

An updated five year list of proposed footpath replacement and new construction projects, commencing in the 2011/2012 financial year, is recommended.

A copy of the proposed program is attached.

**BACKGROUND**

The Town of Cottesloe's first *Five Year Footpath Replacement Program* was adopted by Council in May, 2004. This report extends that program by one extra year, with year two becoming year one – 2011/2012. The majority of Council's planned 2010/11 footpath works have now been completed.

**STRATEGIC IMPLICATIONS**

Under Council's *Future Plan 2006-2010*, Objective 5 is to maintain infrastructure and Council buildings in a sustainable way. This five year program complies with that objective.

**POLICY IMPLICATIONS**

The most relevant policy on this matter is *Footpath Replacement – Residential Streets*, adopted in May, 2004 which states:

**OBJECTIVE**

*The Town of Cottesloe aims to replace pre-cast concrete slab footpaths with in-situ concrete in residential areas to improve access, public safety and amenity and provide universal access for all users including people with prams, children, the elderly and people with disabilities.*

**POLICY APPLICATION**

*Various factors influence the priority of replacement of concrete slab footpaths. These include:*

- *condition rating*
  - *history of repairs, e.g. tree roots, vehicles, building works*
  - *usage levels*
-

- *proximity to pedestrian generators/attractors*
- *user needs and age groupings, e.g. aged persons homes, hospitals*
- *existing utility services, e.g. underground power, water mains, telecommunications*
- *single or parallel footpaths, e.g. a majority of streets have footpaths on both verges*

*The minimum width of a new in-situ concrete footpath in a residential street will be 1.5metres, increasing to 2.0metres where increased use and traffic generators e.g. shopping centres, schools, hospitals, aged persons complexes etc justify this increased width. Major access routes, e.g. from the railway stations, to the Cottesloe Beach area will also require an increased width.*

*In assessing the factors, the intent is to avoid replacement of existing serviceable slab footpaths with a low maintenance history ahead of higher priority paths. On this basis, condition rating and history of repairs will have the highest weighting for priority.*

*Usage levels, pedestrian generators and attractors, user needs and age groupings are prioritised as follows:*

- *aged persons hospitals/homes complex*
- *medical centres*
- *schools*
- *local shops*
- *parks/reserves*

*Where there are footpaths on both sides of the road within a street block where one of the above facilities is located, preference is to be given to the footpath replacement on the side which abuts the facility.*

*Following adoption of the annual program, the residents abutting the footpaths to be replaced will be advised in writing of the Council resolution.*

*Prior to commencement of works, a minimum of one (1) week notice will be provided to abutting residents detailing the extent and duration of works.*

## **STATUTORY ENVIRONMENT**

There are no statutes in Government legislation on this subject apart from common law practice regarding public liability issues if injury occurs that was caused by poor maintenance or construction of public paths.

## **FINANCIAL IMPLICATIONS**

The use of the forward plans greatly aids in the pursuit of sustainable infrastructure stewardship and removal of annual peaks and troughs in financial demands.

## **SUSTAINABILITY IMPLICATIONS**

Nil

## CONSULTATION

All works are based on condition surveys. Any works budgeted in 2011/2012 will take place after all affected residents have been informed by a letter drop undertaken by Council's footpath contractor.

## STAFF COMMENT

The Town now has approximately 15.3km of pre-cast concrete slab footpaths remaining to be upgraded. These footpaths can be found throughout the Town primarily in residential streets and some commercial precincts. In 2010/2011, 1684 metres will have been replaced with in-situ concrete.

This is in addition to approximately 41.6km of existing in-situ concrete, limestone, asphalt and brick paved paths.

The objective is to progressively replace all pre-cast concrete slab paths based on an indicative five year Capital Works Program.

1.5metre wide paths are recommended based on minimum standards unless pedestrian numbers or other needs are identified. The current minimum width is considered to be acceptable for prams and manual/electric wheelchairs etc. The latter has become a significant consideration in recent years, as has the adoption of the Australian Road Rules (December 2000) in relation to children under 12 years of age riding 'as of right' on footpaths.

An original assessment of footpaths was completed in 2004/05 based on a condition survey and footpath location in relation to schools, commercial precincts, parks etc. This survey has been repeated recently and the proposed program sees the worst condition paths receiving the earliest attention.

The estimated cost is based on current dollars and the contracted rates per square metre for slab replacement with in-situ concrete, which were included in a 3 year contract adopted by Council in 2010.

## VOTING

Simple Majority

## OFFICER RECOMMENDATION

**Moved Cr Rowell, seconded Cr Boland**

**THAT Council resolve to adopt the *Five Year Footpath Replacement Program* and use year one as the basis for inclusion in the draft 2011/2012 financial year budget.**

*Cr Cunningham declared a financial interest in Item 10.2.7 due to owning a property immediately opposite the footpath. This caused a lack of quorum and therefore item 10.2.7 was referred to Council.*

**10.2.8 FIVE YEAR PLANT REPLACEMENT PROGRAM**

**File No:** SUB/707  
**Attachments:** [5 YEAR PLANT REPLACEMENT PROGRAM.doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The Town of Cottesloe has a long term replacement program for its vehicles and machinery based on need and the levelling of annual expected expenditure levels in future years.

This report provides an updated five year program covering all anticipated capital expenditure on vehicles and machinery.

A copy of the proposed program is attached.

**BACKGROUND**

Local government fleets of vehicles, machinery and general plant fall into several categories:

1. Enforcement and inspectorial vehicles, including 'internal' staff and Ranger vehicles.
2. Transport, supervisory and other light vehicles based at the depot including utilities and vans.
3. Machinery for construction and maintenance duties e.g.; trucks, tractors, trailers, large ride-on mowers, street cleaning machines, skid steer loaders.
4. Small equipment normally carried in larger machines e.g.; air blowers, whipper snippers, walk-behind mowers, edgers, plate compactors, saws, trimmers, grinders etc.

For budget and management purposes, all equipment with a value in excess of \$1,000 value is included in the Capital Works Program of the budget regardless of whether it is replacing an existing asset or being purchased as an additional item.

Small items of plant and equipment below \$1000 in value are not capitalised and are treated as consumables for accounting purposes.

Because the Town of Cottesloe does not have a dedicated construction crew, most major works are undertaken by the Town of Mosman Park or other contractors. This removes the need to own large construction items such as backhoe/endloaders, loaders, rollers, graders and large tip trucks.



**STRATEGIC IMPLICATIONS**

Under Council's Future Plan 2006-2010, Objective 5 is to maintain infrastructure and Council buildings in a sustainable way. This five year program complies with that objective.

**POLICY IMPLICATIONS**

The following Council policies have application:

- Purchasing
- Vehicle Fleet Administration
- Disposal of Surplus Good and Equipment

**STATUTORY ENVIRONMENT**

The *Local Government Act 1995* currently requires that any purchase by the Town of Cottesloe in excess of \$100,000 is to be tendered out in all but limited circumstances.

Tenders are advertised and registered in accordance with the regulations. The decision to accept a tender rests with Council alone.

Other purchases and sales below the threshold values of \$100,000 are governed by Council's purchasing policy.

**FINANCIAL IMPLICATIONS**

The vehicle and plant replacement program has a substantial impact on each budget adopted by Council.

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

No public consultation has taken place or is proposed on this item.

**STAFF COMMENT**

In the period from 2000/2001 to 2006/2007, Council's budgeted expenditure on the replacement or changeover of its plant and vehicles fleet varied between \$107,700 and \$172,000 (i.e. nett of any allocation for the purchase of additional items). The 2007/08 cost of vehicle and plant changeover or replacement was below \$110,000 due to the vehicle policy adopted in 2007 requiring vehicles to be retained for three years. This has meant that only approximately one-third of the vehicle fleet will be replaced per year.

Variations in the amount of expenditure are mainly due to timing differences in the replacement of light vehicles.

The changeover figure is a relatively low figure when compared to other local governments that have construction crews requiring expensive heavy machinery. As an example, the purchase of a new grader for road construction is likely to cost a rural shire in excess of \$300,000 without a trade-in.

The replacement intervals for Town of Cottesloe vehicles and machinery are based on the following local government industry standards which are geared to maximise the return on investment for each acquisition given prevailing taxation and depreciation regimes.

Sedans, station wagons, work vans, utilities:	3 years / 75,000 kms
Light trucks, tractor loaders, skid steer loaders:	5 years
4WD motorbike utilities, ride-on mowers, Vacuum machines	2 to 4 years
Lawn mowers, chain saws, compactors:	1 to 3 years
Water tanks, Trailers:	5 years plus

From time to time, machine types will be changed due to factors such as new technology and the removal or addition of multi-tasking capabilities. Efficiency savings obtained from contractors using specialist equipment rather than generalist equipment may also influence capital expenditure decisions.

The five year plant program will be modified as machines prove unsuitable, wear out faster or last longer. The program gives a strong indication of expected needs over five years for vehicle and plant replacement.

Costs are based on current values and exchange rates. CPI movements and the value of the Australian dollar will affect the program in future years. This will be adjusted each year with each updated program.

#### **VOTING**

Simple Majority

#### **OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Rowell, seconded Cr Boland**

**THAT Council adopt the new Five Year Plant Replacement Program as per attached program and use year one as the basis for inclusion in the draft 2011/2012 financial year budget.**

**Carried 4/0**

**10.2.9 FIVE YEAR PLAYGROUND CAPITAL IMPROVEMENT PROGRAM**

**File No:** SUB/707  
**Attachments:** [5 YEAR PUBLIC PLAYGROUND CAPITAL IMPROVEMENT PROGRAM.doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The Town of Cottesloe has a long term plan for the upgrading and development of children's playgrounds. The purpose of this report is to provide and obtain approval for an updated five year program, with year one being 2011/2012.

A copy of the proposed program is attached.

**BACKGROUND**

The Town of Cottesloe has a total of nine public playground sites, spread fairly well across the total town area. The two exercise sites on the beach/verge of Marine Parade are not included in this total.

The individual comments received in recent years have related to particular pieces of equipment needing replacement, the need for protective fences at sites near busy streets, the possible need for sun protection and the need for extra equipment at all sites.

A playground safety specialist consultant has inspected all playground equipment twice in the past two years. All equipment is in good condition, but a variety of small replacements and repairs are taking place following the inspections.

Rubber soft-fall material is now used as a replacement for sand pits under playground equipment. This obviates safety problems associated with broken glass or syringes being hidden in the sand. It also overcomes problems with sand being pushed away from the required areas due to heavy use. Raking is not required on rubber soft-all surfacing as compared to sand areas.

There are no recorded complaints or demands outstanding for additional playgrounds on file. Accordingly, the five year plan does not envisage new sites being established.

**STRATEGIC IMPLICATIONS**

Under Council's *Future Plan 2006-2010*, Objective 5 is to maintain infrastructure and Council buildings in a sustainable manner. This 5 year program complies with that objective.

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**POLICY IMPLICATIONS**

Councils' 'Playground Equipment' policy applies.

**STATUTORY ENVIRONMENT**

Cottesloe's playgrounds are situated either on the road verge or on reserves vested in Council for 'Recreation' or similar purposes. As such, the construction, maintenance and public liability responsibility for playgrounds rests with the Town of Cottesloe. The Town is required to comply with AS/NZ Standard 486.1:1997 for playground installations.

**FINANCIAL IMPLICATIONS**

This report covers the orderly planning for a five year period of expenditure on playground development for use in the draft budget document.

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

The 2002 and 2005 *Town of Cottesloe Community Services Surveys* provided feedback on community attitudes to playgrounds. Affected parents taking children to particular sites will often make comments regarding the need for repairs or improvements, which are followed up by staff.

No other consultation with residents has been undertaken, apart from ongoing comments received by playground users.

**STAFF COMMENT**

The Town is responsible for the care, control and management of playground equipment and other park furniture. While play equipment provides significant amenity value in parks, it nonetheless has attendant liability risks if not maintained or replaced regularly.

Playgrounds, playground equipment and park furniture are susceptible to various external factors that cause them to deteriorate over time.

Proactive management of the Town's assets requires recognition of useful life expectancy and the planned replacement of assets to manage the community's resources in the best long-term interest of all.

Staff undertakes a comprehensive visual and operational inspection of all park furniture at least once a month and inspections are recorded on file for liability purposes. Basic playground maintenance is carried out in-house. Major repair issues are resolved by the manufacturer or the manufacturer's designated agent.

Replacement of play equipment and parks furniture should be programmed on the basis of useful life expectancy so as to reduce the Town's liability risk and ensure that annual expenditure does not exceed available funding.

For the last five years, the Town of Cottesloe has engaged a number of times, an independent, expert consultant to audit all its existing play structures for safety and compliance with AS/NZS4486.1.1997. The audit includes a list of compliance issues, a brief description of the work required and a photographic record. A structured system of identifying actions required to meet compliance include:

- Compliance modifications required.
- General repairs required, soon as possible.
- Equipment deteriorated – budget replacement.

For the past five years the Town's focus has been on progressively upgrading play equipment to meet Australian Standards. The improvement strategy includes:

- Allocating sufficient funds per year to provide for maintenance, repairs and minor unit/component replacements.
- Conducting playground compliance and safety inspections, to ensure that changes to playground standards are considered.
- Developing a soft fall material and containment improvement program including fall zone requirements.

Standards Australian 4486.1.1997 points out that:

The best way to minimise risk to children using a playground is not to include the hazards in the first place and to back this up with a plan for dealing with problems as they arise.

The proposed new five year program seeks to provide for all of these factors as well as creating an attractive, protected and imaginative setting for children's play activities.

There have been a number of playground improvements in the past year on Councils' playgrounds due to the Federal RCLIP grant programs. The draft program has been modified accordingly.

## **VOTING**

Simple Majority.

## **OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Carmichael**

**THAT Council adopt the Five Year Playground Capital Improvement Program and use year one as the basis for inclusion in the draft 2011/2012 financial year budget.**

**Carried 4/0**

**10.2.10 FIVE YEAR MAJOR ROAD REHABILITATION AND IMPROVEMENT PROGRAM**

**File No:** SUB/707  
**Attachments:** [5 YEAR MAJOR ROAD REHABILITATION AND IMPROVEMENT PROGRAM.doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

An updated program of major road rehabilitation and improvement projects for the next five years has been provided.

The recommendation is made to:

Adopt the Updated *Five Year Major Road Rehabilitation and Improvement Program* and use year one as the basis for inclusion in the draft 2011/2012 financial year budget.

A copy of the program is attached.

**BACKGROUND**

The projects listed in this report are eligible for funding through the Metropolitan Regional Road Grants (MRRG) pool of funds. These projects attract two-thirds funding from the State Government.

Generally those roads having a traffic threshold of 2000 vehicles per day and classified as Local Distributor, District Distributor A or District Distributor B are eligible.

MRRG funding is for pavement rehabilitation (reconstruction) where the focus is on the road pavement component rather than major streetscape, footpath, street lighting and/or drainage improvements. The submission guidelines incorporate a weighted point scoring system that allows comparison with other projects across the metropolitan area.

A major factor in the point score achieved is the efficiency calculation wherein the project's estimated overall per square metre rate is compared to benchmark figures. This calculation effectively penalises those grant submissions that are based on expensive reconstruction techniques or excessive embedded costs designed to offset the expense of ancillary works such as footpaths etc.

Main Roads WA requires that a five-year forward program of projects be updated and submitted annually with detailed submissions for the first two years. The list of projects proposed for submission later this year is attached.

All roads involved are Council's full responsibility apart from North Street, which is shared with the City of Nedlands. If MRRG contributory funding is not forthcoming then the Town Council is entirely responsible for all costs associated with road reconstruction.

The level of road grant funds changes from year to year, which moves the 'cut off' line for approvals. This means that higher scoring jobs will receive approval before lower scoring ones are included.

The Minister normally approves the annual program prior to May each year. The remaining four years in the proposed program have been configured so as to achieve the highest scores per year, thereby maximising the chance of obtaining high levels of road grant income in future years.

### **STRATEGIC IMPLICATIONS**

Under Council's *Future Plan 2006-2010*, Objective 5 is to maintain infrastructure and Council buildings in a sustainable way. This five year program complies with that objective.

### **POLICY IMPLICATIONS**

The applicable policy is *Long Term Engineering Programs* adopted by Council in May 2004 which states:

#### ***Objective***

*The provision of long term programs for the construction, upgrading and rehabilitation of all significant infrastructure within the Town of Cottesloe.*

#### ***Principle***

*Within the context of a ten year capital works program and a Principal Activities Plan, five year forward plans for urban roads, drainage, footpaths, parks and gardens, parking areas and other significant infrastructure areas are to be created and reviewed annually, with updated programs being available to the public.*

### **STATUTORY ENVIRONMENT**

No specific statutory requirements are associated with this report. The current five year program facilitates the forward planning of major road projects that are intended to satisfy State Government guidelines for the metropolitan Regional Road Grants funding.

### **FINANCIAL IMPLICATIONS**

Identifying potential projects over a five year timeframe allows the town to seek significant grants from government sources and significantly reduces the potential financial burden on the Town

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

Consultation will take place for each road project on a case by case basis, when funds are approved and draft designs completed. The majority of these projects involve the simple replacement of failing asphalt surfacing and kerbing, plus the upgrading of grated drainage pits to side entry pits and soak pits.

**STAFF COMMENT**

The benefits of a strategic approach to road reconstruction include:

- Forward planning of MRRG project submissions;
- More detailed planning within the framework of a long term Capital Works Program;
- Synergies gained through integration of road rehabilitation and other road-type programs, e.g. local street works, laneway improvements and footpath projects.

The proposed five-year program is aimed at maximising the income from the Metropolitan Regional Road Grants based on maximising the points scored in each road submission. It should be borne in mind that while the visually worst roads might recommend themselves in the first instance, they are often not the technically worst roads after road testing has been completed.

Because the allocation of Metropolitan Regional Road Groups grants for rehabilitation works (mostly asphalt resurfacing) is based on a points score – highest points to the oldest, worst condition streets, there is no guarantee of funding in any particular year. The Town of Cottesloe has been receiving 2/3rds funding for up to three streets per year for several years. However only one street in each of the last two years was funded.

Other Councils in the metro area have received little to no funding from this grant source for some years because they have ‘caught up’ in the condition of their more heavily used streets and roads and therefore the points scores for their worst streets have been too low to justify grant approval.

This was the case with Cottesloe in 2010/2011 for MRRG for the resurfacing of heavier use streets in Cottesloe. However, a section of North Street, shared with the City of Nedlands, from West Coast Highway to Walba Way, has been approved by MRWA for resurfacing in 2011/2012, with the one third contribution to be shared between Nedlands and Cottesloe.

**VOTING**

Simple Majority



**OFFICER RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council resolve to adopt the Five Year Major Road Rehabilitation and Improvement Program and use year one as the basis for inclusion in the draft 2011/2012 financial year budget.**

**Carried 4/0**

**10.2.11 FIVE YEAR CYCLING FACILITIES PLAN**

**File No:** SUB/707  
**Attachments:** [5 YEAR CYCLING FACILITIES PLAN.doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

At its August 2008 meeting, Council adopted the following resolution:

- (1) *Adopt the Town of Cottesloe Bike Plan 2008-2013, unchanged, with the document to be the basis of a 5 year plan for cycling facilities to be provided to Council in February 2009.*
- (2) *Have the first 5 year plan for cycling facilities address the works listed under "potential Improvements to Existing Facilities" in the Bike Plan plus give consideration under "Proposed Major Improvements/Studies" to the widening of the existing Marine Parade dual use path and the provision of a 3m wide shared use path in Forrest Street from Curtin Avenue to Marine Parade.*
- (3) *Make a submission to the Minister for Planning that the Perth to Fremantle Principal Shared Path (PSP) extension from Grant Street Railway Station south through Cottesloe along the railway line is long overdue and should be constructed as soon as possible and that a copy of that submission be copied to the Member for Cottesloe.*

This report provides an updated 5 Year Cycling Facilities Plan, with the recommendation:

- (1) Adopt the draft 5 Year Program for Cycling Facilities; and
- (2) Include Year 1 of the program in to the draft 2011/2012 budget document for funding considerations.

**BACKGROUND**

Over a number of years, Council has had various cycling paths and facilities installed, based on the old regional bike plan priorities.

With the new Bike Plan adopted in 2008 and recognised by the then Department for Planning and Infrastructure, the priorities recommended in the plan become worthy of consideration for bicycle network annual grant funding. The Bike Plan must also be the basis of Council's budgeted works program to justify consideration for grant funding.

Therefore the recommended priorities included in the Bike Plan form the basis of the 5 year program. This was presented to Council in 2009 and adopted. However

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budget requirements stopped any funding of Year 1 of the five year program in 2009/2010, apart from \$10,000 for a roundabout design.

### **STRATEGIC IMPLICATIONS**

The Town Cottesloe Future Plan 2006-2010 provides for bicycle use.

#### *Objective 1 – Protect and enhance the lifestyle of residents and visitors.*

Strategy 1.1 states “Develop an integrated transport strategy that includes park and ride, Cott Cat, Travelsmart, limited parking and the needs of pedestrians, cyclists and other non-vehicle traffic”; and in

#### *Objective 3 – Enhance beach access and the foreshore.*

Strategy 3.5 states “Improve bicycle and disabled access to beach facilities”.

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY ENVIRONMENT**

Nil

### **FINANCIAL IMPLICATIONS**

This is an updated 5 Year program which was included in the previous budget as a standard inclusion. At various times, different improvements have been funded on an ‘as needed’ basis.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **CONSULTATION**

Occurred as part of the process to establish the new Bike Plan in 2008.

### **STAFF COMMENT**

The updated Five Year Cycling Facilities Plan has been completed and includes the majority of the recommended ‘Spot’ and Minor Route Improvements in the first 5 years. It does not include the conversion of the footpath on Forrest Street from Curtin Avenue to Marine Parade into a dual use path by a widening to 3.0 metres, due to its rejection as a need during the 2009/2010 budget discussions.

A number of the recommended ‘Spot’ treatments would be the responsibility of Main Roads WA, Claremont Town Council, Shire of Peppermint Grove or the Public Transport Authority, where the works are proposed on land controlled by those organisations.

An application for part funding from the Department of Planning and Infrastructure cycling grant system was made for the conversion of the Forrest Street path to dual use in 2009. This was successful but Council determined not to fund its 50% during 2009/2010 so the offered grant was not accepted.

Two major projects for consideration in future programs is the widening and in some locations, the relocation of the dual use cycle path on the west side of Marine Parade and potential cycle lane down one side of Marine Parade in place of one line of parking bays on the east or west side of this street. These are both substantial projects which could be controversial. Therefore, staff will investigate both proposals and report to Council on the issues involved before any inclusion is made to the 5 Year Plan for cycle facilities, once the Foreshore Development planning has been finalised.

### **VOTING**

Simple Majority

### **COMMITTEE COMMENT:**

Committee asked Mr Trigg to contact Town of Mosman Park and find out information on their cycling seminar.

### **OFFICER RECOMMENDATION**

#### **Moved Cr Rowell, seconded Cr Cunningham**

THAT Council adopt the draft updated 5 Year Program for Cycling Facilities and include Year 1 of the program into the draft 2011/2012 budget document for funding consideration.

### **AMENDMENT**

#### **Moved Cr Boland, seconded Cr Carmichael**

That a second point be added to the recommendation which states, "Receive a further report in relation to future planning needs for expanded cycling facilities and funding levels".

Carried 4/0

### **COMMITTEE RECOMMENDATION**

#### **THAT COUNCIL:**

- 1. Adopt the draft updated 5 Year Program for Cycling Facilities and include Year 1 of the program into the draft 2011/2012 budget document for funding consideration.**
- 2. Receive a further report in relation to future planning needs for expanded cycling facilities and funding levels.**

### **AMENDED SUBSTANTIVE MOTION WAS PUT**

Carried 4/0

**10.2.12 FIVE YEAR RETICULATED AREAS AND GROUNDWATER BORES PLAN**

**File No:** SUB/707  
**Attachments:** [5 YEAR BORE AND RETICULATION IMPROVEMENT PROGRAM.doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

An updated five year program of proposed improvements to reticulation systems, including bores, delivery pipelines, storage tanks and areas watered by these systems has been prepared.

A recommendation is made to adopt the *Five Year Plan for Reticulated Areas and Groundwater Bores* and use year one as the basis for inclusion in the draft 2011/2012 financial year budget.

A copy of the proposed program is attached.

**BACKGROUND**

The Town's use of irrigation water comes under close scrutiny from local residents and visitors alike. All watering carried out by the Town is in accordance with the statutory requirements set out for bore water use by the Department of Water.

The groundwater licence issued to the Town of Cottesloe in October 2007 approves the use of 106,125 kilolitres of groundwater per year. This represents a 34% reduction on the Town's historic allocation, however, the Cottesloe Tennis Club is now responsible for its own bore water licence and therefore their court area has been removed from Council's reticulation area.

The Town of Cottesloe has a number of reticulation systems, most of which are fed by groundwater bores. A number of other smaller areas are connected to the Water Corporation schemes supply.

Areas that are reticulated range from active recreation grounds through to small neighbourhood parks, landscaping around Council buildings and carparks, plus several large areas of road verge.

Water is also used to assist with the establishment of juvenile street trees – either planted as replacements or additions to the existing stock of mature, non-reticulated verge trees.

The Town's reticulation and bore systems have been installed over time by external contractors to varying specifications. This has led to a considerable variation in the quality and effectiveness of watering circuits. The variety of sprinkler pipelines, sprinkler design and layout has led to the practice of repair or replacement on an 'as required' basis.

When coupled with the varying nature of groundwater in the Cottesloe area and the absence of planned replacements, reticulation failures have compromised the capacity of the irrigation system to maintain landscape quality, utilisation of open space by user groups and budget control. This is most evident when the Town's reticulation systems are heavily used over the drier months from October to April.

Where groundwater quality is good and is non-corrosive, the average useful life expectancy of a bore is 20 years. However this can vary. A groundwater bore may typically require air or chemical redevelopment after years of use. It is not unusual for a bore to require redevelopment annually as it approaches the end of its useful life. The need to redevelop annually is a good indicator that collapse may be imminent and where possible this situation should be avoided.

Due to the below ground location of this infrastructure, problems can go undetected and failure is often sudden. The resulting down time can be considerable when bore infrastructure requires removal to allow investigation to identify the cause of the problem.

To identify potential problems, and to program replacement or repairs on a priority basis, bores and pumps need to be assessed on an annual basis. Typical problems encountered include:

- faulty or damaged pumps,
- faulty or damaged bore columns,
- bores requiring redevelopment due to collapse or contamination.

If the problem is pump related, the pump has to be dismantled and a detailed investigation of the problem undertaken.

Where a bore fails completely and requires replacing, the Town is required to apply to the Department of Water for a licence to install a new bore. Such applications can take two months or more to process. Two months without irrigation can have a large impact on the Town's recreation grounds and parks during the summer months. Proactive management of the Town's assets requires recognition of useful life expectancy and the planned replacement of such assets to manage the community's resources in the long-term interests of all.

The proposed five year program takes into consideration the age and condition of the Town's bores, pumps, wells and reticulation systems, their useful life expectancy, known problems, the need to rationalise on the areas under reticulation and the volume of water used.

The Town of Cottesloe also has consultant reports regarding protection of the groundwater resource and systems rationalisation going back over 20 years. Salt

levels for most of the bores and wells have been recorded for approximately 28 years.

Several consultant reports are available over this time period, with the following list of subjects being the main concerns.

- (a) Limited groundwater resource.
- (b) Reduced recharge from rainfall/reduced rainfall.
- (c) Unsustainable draw in certain areas.
- (d) Rising salinity in certain areas.
- (e) Increased demand.

The following list of initiatives was recommended to Council in 2003. Following the receipt of Hydro-Plan in March, 2003 many of these initiatives have now been taken up:

- (i) Soil moisture driven irrigation.
- (ii) Rationalisation of Council bore locations.
- (iii) Reduced extraction rates over long periods.
- (iv) Implementation of a storage and distribution network.
- (v) Reduction of irrigation areas.
- (vi) Responsible use by large users such as golf courses.
- (vii) Monitoring of salinity and flows.
- (viii) Reduction of uncontrolled residential use.
- (ix) Education of stakeholders and regular policy review.
- (x) Increased efforts to recharge stormwater.
- (xi) Drought tolerant plantings with low volume irrigation.

The following update is provided for Council's information:

1. **Soil moisture driven irrigation**

Staff have undertaken investigations regarding the use of soil moisture sensors controlling large reticulation systems on reticulated reserves. Other local governments have had problems with their use and have moved to other systems such as small weather stations linked to controllers. These are expensive and need much higher technical support.

2. **Rationalisation of Council bore locations**

The locations of Council's groundwater bores are not proposed to change in 2011/2012. The future relocation of bores will be considered as replacements are needed, with the main aim being the removal of groundwater bores from the edge of the 'groundwater lens' and the replacements being located at or near the thickest part of the 'lens' near the railway reserve.

**Napier Street Bore**

The installation of a new bore close the intersection of Napier Street and Curtin Avenue was completed at the end of the 2005/2006 financial year. This is close of the centre of the freshwater 'lens' and delivers water to the Civic Centre and Marine Parade foreshore. It has allowed the closure of the old and failing (with a high saline level) Civic Centre bore and its removal.

**Pearse Street Bore**

The installation of a 135k/litre concrete storage tank on the west side of the Rugby Oval near Pearse Street and a 90k/litre storage tank at the corner of Marine Parade and Pearse Street has allowed both tanks to be filled from the Pearse Street bore (near Curtin Avenue). This is a high-volume, low salt quality supply which is also close to the centre of the available fresh water aquifer.

The storage tanks allowed the closure of the two existing bores reticulating Cottesloe Oval and Harvey Field. Both of these bores had a high level salt content and both were approaching the stage where major upgrading or replacement would have had to be undertaken.

**North Cottesloe Primary School Bore**

Council currently obtains reticulation water from the North Cottesloe Primary School bore, for which it has no extraction licence. This water is used to reticulate lawns on the Eric Street road reserve from Stirling Highway to Railway Street. The Primary School does not use this bore and Council is the only user. This bore is in average to poor condition and will need a major service the next few years. A provision has been made for Council expenditure on this Education Department asset in 2012/2013, however this bore could fail at any time due to its age and condition.

The reticulated lawn on Eric Street provides an entry statement to Cottesloe when turning off Stirling Highway. An improved and more responsible statement could be achieved with native vegetation species being planted on both verges of Eric Street as a display, between the highway and Mann Street. This could initially be reticulated by trickle pipe to establish these plants with the rest of the reticulation sprinkler system being eventually turned off and the bore shut down.

**3. Reduced extraction rates over longer periods**

During 2005/06, the new bore at the corner of Curtin Avenue and Napier Street was installed, along with the pressure deliver pipeline. This system delivers water to the rehabilitated underground water tank under the Civic Centre main lawn. The bore slowly delivers water, at a low pressure extraction rate, to the tank.

Two new concrete tanks were installed in 2007/08 on the north side of Pearse Street.

**4. Implementation of a storage and distribution network**

The comments regarding storage tanks at the Civic Centre and Cottesloe Oval/Harvey Field complex also apply to this heading.

A fully functioning distribution network will be of great advantage in the event of a bore breakdown, sudden salt intrusion at one of the bores or damage to a delivery pipeline. Under the installed network the existing bore at the Pearse Street/Curtin Avenue site, the new bore in Napier Street near Curtin Avenue and the Golf Club bore in Forrest Street near Curtin Avenue are linked together. All three bores have delivery pipelines up to Broome Street. These



three lines are connected along Broome Street, with the two storage tanks near Pearse Street and the new Golf Club bore also being interconnected. The Broome Street connection pipeline between Pearse Street and Napier Street was installed during 2007/08.

The Pearse Street bore pipeline already runs through to Marine Parade, as does the Napier Street pipeline. The reticulation system on the west side of Marine Parade runs south of Pearse Street, but also north to a point north of John Street.

These changes have created a substantial storage and distribution network between the main bore sources. Coupled with the new bore in Napier Street three main areas salinity concerns (Civic Centre, Cottesloe Oval and Harvey Field) have been addressed.

#### 5. **Reduction of irrigation areas**

The Town of Cottesloe has irrigation systems in a range of different areas. The following priority categories are listed in terms of community impact if the system failed or could not be renewed:

- (a) Active recreation reserves:
  - Cottesloe Oval
  - Harvey Field
  - Tennis Courts – now responsible for own reticulation and bore water licence.
  
- (b) Passive recreation reserves and major presentation sites:
  - Jasper Green
  - Grant Marine Park
  - Eric Street foreshore
  - General foreshore area, Grant Street to Beach Street
  - Andrews Park
  - Lawn terraces on both sides of Indiana Tea House.
  
- (c) Road verges and minor reticulated areas:
  - Eric Street road verges – Stirling Highway to Railway Street
  - Tennis Courts – Broome Street and Napier Street verge frontages
  - Napier Street, south side verge fronting Civic Centre
  - Railway reserve land, north west corner of Railway Street/Claremont Railway Bridge
  - Forrest Street median island, Railway Street to Stirling Highway
  - Napier Street carpark, corner Marine Parade and Napier Street.

No changes are proposed to cut back the reticulated areas of categories (a) and (b).

The following changes are proposed or have been undertaken to category (c):

- (1) *Eric Street Road Verges:* Establish quality native vegetation entry statement off Stirling Highway. End the use of bore water after two

years. Close down bore. Aid property owners to take over sections of old Council reticulation system or convert to native vegetation.

- (2) *Tennis Courts and Road Verge Frontages on Broome Street and Napier Street:* The Tennis Club is fully responsible for their own reticulation, with all costs of the well/pump system being funded by the Club. A bore licence has been arranged by the Club for the well, with Council's licence no longer covering the tennis courts. The Broome Street lawned verge has had piping changed so that the verge is reticulated from the Napier Street Council pipeline, leaving the tennis courts as the only reticulated area covered by the tennis courts well.
- (3) *Railway Reserve Land/Park Adjacent to the Rail Reserve, near Swanbourne Railway Bridge:* This area is on rail reserve land and is watered from the water main. Water use could be greatly reduced with native vegetation rather than lawn.
- (4) *Forrest Street Median Island, East of Railway Street:* This lawn area is watered from main, with manual relocation of surface sprinklers. The old sump area is now native vegetation.
- (5) *Napier Street Carpark, Lawn on South West Corner of Carpark:* This is reticulated from the Civic Centre bore. A conversion to native vegetation, initially watered by trickle pipe, would be a more effective use of water and labour.
- (6) *Grant Marine Park:* The area of Grant Marine Park separated by Hamersley Street and Hawkstone Street from the main park area was reticulated and mowed lawn, used by no-one for any purpose. It could be converted to native/local species initially watered by trickle pipe. The original reticulation has been turned off for 2009.

#### 6. **Responsible use by large users such as golf courses**

Golf courses and other large users are now required to be fully involved with Department of Water, with monitoring salinity, volume used etc, and by the use of Management Plans.

As a group, by far the largest users are private property owners. Estimates suggest that up to 100 new bores are installed in the peninsula annually, with no requirements of monitoring or State Government control. This matter requires formal discussion and action by the affected State and Local Governments.

Recent State Government restrictions on the use of private bores to 3 days per week have been a 'step in the right direction' in regards to reducing the removal of ground water.

#### 7. **Monitoring of salinity and flows**

Monitoring of salinity has been occurring at least since 1980 for salinity and more recently for volume/flow.

8. **Reduction of un-controlled residential use**  
See point #6. Also, the verge policy proposes that increased efforts be undertaken to persuade local residents and bore owners to consider replacing reticulated lawns with native vegetation.
9. **Education of stakeholders and regular policy review**  
This is occurring regarding new policy issues (*Residential Verges*, proposed policies on related issues), annual reconsideration of existing policies and the requirements of the *Consultation* policy.
- The WESROC ongoing Water Quality Management Strategy Implementation Committee's work includes a large education strategy for water saving and related matters.
- The 4 year National Water Initiative Project delivered a total of 3 separate information packages on the value of water sources over 3 years, particularly the underground water aquifer, with the last year being 2009/2010.
10. **Increased efforts to recharge stormwater**  
This has been the central effort of Council's four year drainage project, with approximately 100 soakage pits being installed on town streets per year, over four years. Ocean outfall drains have been progressively converted to recharge/soak pits, during this period.
11. **Drought tolerant plantings with low volume irrigation**  
This matter is covered under point #5, with the creation of three demonstration sites in 2005 for the use of low water-use plants. Drought tolerant plantings with low volume irrigation feature in the *Residential Verge* policy. All Blackspot works such as new roundabouts feature low water use species being used for landscaping.

## STRATEGIC IMPLICATIONS

Under Council's *Future Plan 2006-2010*, Objective 5 is to maintain infrastructure and Council buildings in a sustainable way. This five year program complies with that objective.

## POLICY IMPLICATIONS

Nil

## STATUTORY ENVIRONMENT

Nil

## FINANCIAL IMPLICATIONS

The reduction of the number of bores, pumps and areas reticulated will reduce the costs of running these systems and overall water consumption.

The five year program contemplates a commitment to the overhaul of existing systems to higher efficiency levels through annual capital works.

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

Council's first *Five Year Plan for Reticulated Areas and Groundwater Bores* was last advertised for comment in November 2004. Only one response was received and it came from the Sea View Golf Club.

It is not intended that this latest revision be put out for formal community consultation. It is largely the continuation of an existing plan which has already received formal community input.

**STAFF COMMENT**

Planned replacement programs for reticulation infrastructure on the basis of a 10 year life cycle is now industry standard. Reactive repair and/or replacement of infrastructure is not considered appropriate when that infrastructure group of assets needs to be relied on to provide a critical service.

Groundwater irrigation is considered to be the most sustainable method of irrigating the Town's parks and reserves. The current focus on scheme water restrictions and reduced water availability provides a strong incentive to review the Town's use of scheme water for irrigation of landscapes on a continuous basis.

An equally pressing need in the Cottesloe peninsula area is to address the growth in the number of bores being installed to access what is a limited groundwater supply.

The Town of Cottesloe's practical response to managing a limited resource is to lead by example through the minimisation of the number of bores and the reduction of areas that are reticulated.

The completed four year program for extensive road drainage soak pit installation was aimed at preserving the groundwater resource. This program ended in 2009/2010.

An updated *Five Year Plan for Reticulated Areas and Groundwater Bores* is now proposed, to include all works/actions proposed within this report.

Completion of the program will minimise any potential salinity problem, reduce the volume of groundwater used and ensure that reticulation systems on all reserves are brought up to scratch.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council adopt the Five Year Plan for Reticulated Areas and Groundwater Bores and use Year 1 as the basis for inclusion in the draft 2011/2012 financial year budget.**

Carried 4/0

**FIVE YEAR LOCAL ROAD REHABILITATION PROGRAM**

**File No:** SUB/707  
**Attachments:** [5 Year Local Road Rehabilitation Plan.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

An updated program of local road rehabilitation and improvement projects, over a five year period, commencing in the 2011/12 financial year, is recommended.

A copy of the proposed program is attached.

**BACKGROUND**

Cottesloe has streets totalling 48.5km in length. These include residential streets and the higher traffic volume use distributor and arterial roads. Local roads, in this context, total some 29.8km in length.

Traffic volumes and age are the major impacts on street surface condition and pavement strength in the town rather than other variables such as high water table and poor soil conditions, which are factors in other areas.

To maintain the asset condition sustainable for any road system, routine resurfacing of the total road pavement is required on a 15 to 20 year cycle. In general terms, roads require major reconstruction every 40 years. This time can change depending on weight and volume of traffic use, differing soil conditions, quality of materials used and maintenance efficiency.

In Cottesloe the typical resurfacing technique is to remove the old surface and portion of the pavement and replace it with a combination of asphaltic concrete mixes. The base layer initially added is 'Thicklift' which is an open grade mix used as a strengthening and corrective layer, laid up to 100mm thick, with depth increase dependant on proposed use. The finish or upper layer is the wearing course, which is denser, of better quality and relatively more expensive. It provides the majority of strength and a smooth trafficable surface. This technique is efficient, causes minimal disruption to residents and motorists and is cost effective. Alternative treatments, using various asphalt mixes, are also being trialled.

The proposed program is based on a combination of the data provided from the Town's ROMAN road management software package and from visual inspection of all Town streets. The selected projects are 'local roads' only, with no 'major roads' (higher use distributor/arterial roads) included. A separate program covers the 'major road' projects.

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The objective of the proposed program is sustainable asset management to bring the road network to a long term quality condition using all available sources of funding.

### **STRATEGIC IMPLICATIONS**

Under Council's *Future Plan 2006-2010*, Objective 5 is to maintain infrastructure and Council buildings in a sustainable way. This five-year program complies with that objective.

The same annual lengths of streets resurfaced have been retained, with the cost of this work rising in line with new asphalt prices.

### **POLICY IMPLICATIONS**

The most relevant policy relating to this matter is *Long Term Engineering Programs*, adopted by Council in May 2004 which states:

#### ***Objective***

*The provision of long term programs for the construction, upgrading and rehabilitation of all significant infrastructure within the Town of Cottesloe.*

#### ***Principle***

*Within the context of a ten year capital works program and Principal Activities Plan, five year forward plans for urban roads, drainage, footpaths, parks and gardens, parking areas and other significant infrastructure areas are to be created and reviewed annually, with updated programs being available to the public.*

### **STATUTORY ENVIRONMENT**

There is no specific legislation relevant to this report.

### **FINANCIAL IMPLICATIONS**

This program will allow Council to consider the projects proposed for local road enhancement and rehabilitation, as compared to available finance and the sustainable level required for asset preservation.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **CONSULTATION**

Nil

### **STAFF COMMENT**

All Town roads and streets have been visually inspected, with every road section being allocated a 1-5 score (1 being excellent through to 5 being very poor). To this has been added Councils sealed laneways for resealing consideration, as resolved by Council in February 2009.

The actual age of the sprayed seal or asphalt surfaces plus the level of obvious cracking in many streets are the two main generators for the need to resurface.

Apart from the actual estimated cost for surface replacement, the total estimated project cost includes kerb replacement, if needed, modifications to existing crossover connections to the new seal or kerb edge, plus relocation of behind kerb reticulation systems if needed.

A separate report was provided to Council on the needs of the road system in terms of the cost of ongoing sustainability of this asset, rather than the funding levels available from the original Principal Activity Plan. That report was received by Council in October, 2004 with the following four part resolution being adopted:

*That Council:*

- (1) Recognise the need to budget, annually, for a sustainable road pavement replacement effort, with a minimum of 2.4km of the town's road surface length being replaced annually;*
- (2) Include the aim of the existing Five Year Local Road Rehabilitation program to achieve at least 2.0km of road surface replacement, within five years, for local roads and streets as part of Council's commitment to a sustainable road network;*
- (3) Agree that funds received from the Federal Government Roads to Recovery Mark 2 Program for four years, starting 2005/06 be additional to the projects to be funded through the Five Year Local Road Rehabilitation program; and*
- (4) Ensure that submissions made for MRRG works concentrate on shorter lengths of the lowest condition arterial roads in the network, and that these submissions not include allowance for non-road surface works, with such non-surface works e.g. drainage, kerbs, verge and crossovers, being funded separately by Council.*

The proposed program is based on streets categorised as level 4-5 poor to very poor condition. This list is revisited every year in January/February.

The *Five Year Local Road Rehabilitation Program* is therefore based on an approximate 2km minimum street resurfacing effort independent of other government grants.

All road works proposed on the major roads e.g. Marine Parade, Curtin Avenue, Broome Street etc are included in the separate *Five Year Major Road Rehabilitation and Improvement Program*.

Included in the draft Year 5 program is a sub program to replaced damaged kerbing overdue for replacement on streets where the asphalt surface is acceptable but the kerbing, sometimes for the whole street length, is in very poor condition.

## **VOTING**

Simple Majority



**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**That Council adopt the updated Five Year Local Road Rehabilitation Program as per attachment 5 year Local Road Rehabilitation Program and use year one as the basis for inclusion in the draft 2011/12 financial year budget**

**Carried 4/0**

**10.2.13 FIVE YEAR PLAN - NATURAL AREAS MANAGEMENT**

**File No:** SUB/707  
**Attachments:** [5 YEAR NATURAL AREAS MANAGEMENT 5 YEAR PLAN.doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

At its September 2008 meeting, Council resolved, regarding the Natural Areas Management Plan :

*That Council:*

- (1) *Approve the content changes incorporated into the Natural Areas Management Plan and adopt the plan.*
- (2) *Note that a five year works plan regarding Natural Areas Management will be developed incorporating recommendations from the NAMP. This will include priorities for action and a works schedule which will be presented to council for approval in early 2009.*

This report provides an upgraded 5 year Natural Areas Management Plan with the recommendation that Council.

- 1.) Adopt the draft 5 Year program for Natural Areas Management and;
- 2.) Include Year 1 of the program into the draft 2011/12 budget document for funding consideration.

**BACKGROUND**

Substantial effort went into the production and adoption of the original Natural Areas Management Plan, with the aim of determining where all the natural vegetation areas exist in Cottesloe, their strengths and problems and the requirements to protect, save and enhance those areas.

Cottesloe Coastcare was actively involved in the creation of the plan and discussions have been held with that organisation prior the draft 5 Year program being compiled.

**STRATEGIC IMPLICATIONS**

One of the dynamic priorities contained within Council's Future Plan is to develop a District Management Plan. (Future Plan – Section 6). Also under Objective 3 – 'Enhance Beach Access and the Foreshore', Major Strategy 3.2 outlines the need to 'Improve Beach Access and Dune Conservation outside the Central Foreshore Zone'.

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**POLICY IMPLICATIONS**

Nil

**STATUTORY ENVIRONMENT**

Nil

**FINANCIAL IMPLICATIONS**

The annual costs of the various projects are listed in the 5 year program for consideration of year 1 in the 2011/2012 financial years budget.

**SUSTAINABILITY IMPLICATIONS**

This program sets an expected level of funding and scale of effort to be applied to Cottesloe's natural vegetation areas for the future and have a significant impact on the local natural environment.

**CONSULTATION**

The original NAMP was advertised for public consultation and the results considered for inclusion in the plan. The 5 Year program is based on the NAMP.

**STAFF COMMENT**

The over-arching aim of the NAMP was to identify those areas in the Town of Cottesloe that are to be managed as natural areas and to provide guidelines and priorities for their management with a view to protecting, preserving and enhancing local biodiversity.

Until 2009, there has been no co-ordinated attempt to plan for a program of works, installation or controls to ensure that existing natural environment is preserved and, where possible, 'lost' areas brought back to a state of quality sustainable natural species sites.

The program will change over the years, depending on circumstances, successes and failures and also the potential for extra grant funds being generated from the annual program allocation being used as matching finance.

With regards to the items included into each of the 5 years of the proposed program, the general allocations for weedacide application to stop lawn growth into sand dunes, the installation of weed barriers and the seedling allocation for replanting are items which will be split up over a number of sites as required, to 'win back' areas which are seriously degraded. The seedlings requirement will also mean the use of collected seed from locally based species being used to create stock for re-use in this area.

Allowance is made for the ongoing purchase and installation of various forms of erosion control materials, particularly for the beach foreshore dunes.

The 5 Year program also includes proposed expenditure on the eastern end of Eric St between Railway St and Stirling Highway for the road verges, the west side verge of Marine Parade just north of Curtin Avenue, the area immediately south of the

Cottesloe S.L.S.C. building, road verges adjacent to the railway corridor and John Black Dune Park.

The sections of the NAMP addressing these sites are shown below:

**Entry Statements, Curtin Ave/Marine Pde:**

The intersection of Curtin Avenue and Marine Parade serves as the southern gateway to the Town of Cottesloe. Also, the intersection of Curtin Avenue and Grant Street may also serve as a northern gateway. These *Entry Statements* have high aesthetic importance as they both serve as symbolic boundaries of the Town. The intersections may be restored with aesthetic coastal flora to promote the Town's natural beauty and heritage to incoming visitors.

**Wide Verges/Eric St (East):**

**Verges**

A majority of verges within the Town contain only lawn grasses, some of which are reticulated. Revegetating these verges with small aesthetic, water wise local flora can contribute to increasing the amount of natural areas while enhancing the visual appearance of the street and reduce Town water consumption. Sections of wide verges, such as those along Gibney Street, Warton Street, Eric Street and Marine Parade are most suitable for restoration. A demonstration planting may be established along a section of wide verge east of North Cottesloe Primary School, and serve to educate the local public and school children on the importance of local native flora and being water wise.

**Road Verges/Rail Corridor:**

(New tree and shrub plantings relating to the rail corridor would be restricted to adjacent road verges eg. Railway St, until a final agreement is signed with the Public Transport Authority).

The remaining majority of the land within the railway line, are the Corridors. This expansive area offers an opportunity to re-establish many local tree species into the Town and resemble the original woodlands and forests described by Heddle et al (1980).

**John Black Dune Park:**

John Black Dune Park is a modified stable dune occurring between the car park and tennis club on the north side of Napier Street. The area was extensively cleared in the 1960s and retains only small sections of remnant vegetation at its north east and south east corners. The remainder of the open area is dominated by Victorian Tea Tree and understorey weeds. The Town has indicated the possibility of expanding the adjacent car park into the western section of this reserve. Currently John Black Dune Park does not experience any community ownership and is a source of antisocial behaviour and safety concerns.

The highly degraded state and lack of native vegetation makes this park to be more suitably classified as PNA rather than an RNA, as its management will require establishing native vegetation, rather than enhancing bushland condition. The unique position and large compact shape of this public open

space provides such opportunity for public education, interpretation and demonstration, such as planting local species that are aesthetic and are bird and butterfly attracting.

**West of Marine Parade/South of Cottesloe SLSC:**

*Mudurup* is bounded between the limestone promontory in front of the Cottesloe Surf Club and the southern end of Cove Beach just south of Forrest Street. A total of seven MNs (named M1 to M7) are attributed to this ENA, including lawn verges. The northern section is an Aboriginal heritage site. The adjacent Cove Beach is a popular site for surfers. CCA has conducted restoration works on the limestone promontory (M1) between 2005 and 2006, greatly improving the state of the vegetation. Fencing around the limestone promontory has proven successful in keeping the public and pets out and retaining this condition. A sundial and limestone wind shelter was built from a bicentennial grant in the early 1990s however this site has fallen into disrepair (M2). Various non-local native species were also planted in M2, though these are native bird attracting and are not a weed threat. The entire site is of high visual amenity importance so revegetation works should consider suitable aesthetic species.

Other areas of concern in the NAMP have not been included in the first 5 Year Plan. These would be included in future years.

One site which requires attention beyond this program is the Vlamingh Memorial site. Substantial repair, upgrading and re-development of this site needs consideration for funding in a future budget.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council adopt the Natural Areas Management Plan and Year 1 be used as the basis for inclusion in the draft 2011/2012 financial year budget for funding consideration.**

**Carried 4/0**

**10.2.14 FIVE YEAR PROGRAM - ROAD SAFETY IMPROVEMENT AND SPEED RESTRICTION**

**File No:** SUB/707  
**Attachments:** [5 YEAR ROAD SAFETY IMPROVEMENT AND SPEED RESTRICTION PROGRAM.doc](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

This report provides an updated 5 Year Program for Road Safety Improvement and Speed Restriction, with the recommendation that Council:

- (1) Adopt the draft 5 Year Program for Road Safety Improvement and Speed Restriction; and
- (2) Include Year 1 of the program into the draft 2011/2012 budget document for funding consideration.

**BACKGROUND**

After the extensive public consultation program in 2008, site inspections and a search of road files for comments and complaints relating to road safety problems in the Town of Cottesloe, Council's Traffic Consultants delivered the final version of the Town of Cottesloe Traffic Study.

This study contained a list of intersection and mid block changes to the existing road network to reduce speeding and improve safety for pedestrians, cyclists and vehicles in the Town of Cottesloe.

The 5 Year Program is based on the list contained in the study plus the practical knowledge regarding safety issues gathered by staff over many years.

**STRATEGIC IMPLICATIONS**

The Future Plan 2006-2010 contains no major objectives or strategies relating to traffic management.

**POLICY IMPLICATIONS**

Council's *Traffic Management Policy* applies.

**STATUTORY ENVIRONMENT**

The care, control and maintenance of public road reserves is vested in the Town of Cottesloe. These powers however, do not include the setting of speed zones. These are determined and signposted by Main Roads WA (MRWA). The Police are then expected to enforce speed zone limits. The construction of traffic control devices on public roads normally requires some form of control or advice signage. These signs

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must be approved and installed by MRWA which ensures that MRWA can monitor the use of such devices.

Where high speeds are recorded and practical methods exist to reduce such speeds back to legal limits, there is a general expectation that the relevant authorities will 'design' and retro-fit the appropriate speed inhibitors into the road layout.

### **FINANCIAL IMPLICATIONS**

The annual costs for the various projects are listed in the 5 Year Program, for consideration for funding Year 1 in the 2011/2012 financial years budget.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **CONSULTATION**

The basis of this 5 Year Program comes from the 2008 Town of Cottesloe Traffic Study, which included a substantial public consultation program.

### **STAFF COMMENT**

This proposed 5 Year Program is based on the Porter Consulting Town of Cottesloe Traffic Study adopted by Council in August 2008 but not funded for a start in 2009/2010 due to lack of financial capacity and issues of road safety that have become obvious since that study was completed.

At an expenditure rate of approximately \$100,000 per year, many of the points raised and recommended for solution will not be treated in the 5 year period of this program. Each additional year, further issues will be included for treatment.

Several issues raised are multi functional and could be included in other programs. As example the Torrens Street new footpath could be included under the disability program to provide paths in streets that do not have them.

A number of other treatments will be applied for through the Main Roads WA Black Spot grant program, which should reduce the cost to Council and speed the program up.

A balance of needs has been created in this 5 Year Program, balancing the safety of drivers, cyclists and pedestrians, as well as the aim of reducing driving speeds on busy roads.

### **VOTING**

Simple Majority

### **OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council adopt the draft 5 Year Program for Road Safety Improvement and Speed Restriction and include Year 1 of the program into the draft 2011/2012 budget document for funding consideration.**

Carried 4/0



## 10.3 FINANCE

### 10.3.1 6 MONTHLY BUDGET REVIEW FOR 2010/2011

**File No:** SUB/59  
**Attachments:** [Statement of Financial Activity.pdf](#)  
[Capital Works Program.pdf](#)  
**Attachments:** [Statement of Financial Activity.pdf](#)  
[Capital Works Program.pdf](#)  
[Forecast Reserve Transfers Summary.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Pattrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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#### SUMMARY

Local governments are required to conduct a budget review between 1<sup>st</sup> January and 31<sup>st</sup> March each financial year. This budget review consists of a detailed comparison of the year-to-date actual results with the budget. The forecast from the review shows the Council is progressing favourably compared to budget.

#### STRATEGIC IMPLICATIONS

Nil

#### POLICY IMPLICATIONS

Nil

#### STATUTORY ENVIRONMENT

Regulation 33A of the Local Government (Financial Management) Regulations 1996 provides the following:

***“Review of budget***

*(1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*

*(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*

*(3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

*\*Absolute majority required.*

*(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.”*

**FINANCIAL IMPLICATIONS**

Resource requirements are in accordance with existing budgetary allocation.

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

Executive Management Team & Manager Finance

**STAFF COMMENT**

The mid year budget review shows Council's operating position forecasting a surplus of \$8,390. The primary budget variations which have contributed to the mid year review and forecast surplus include the grant received from LotteryWest of \$261,542 as a contribution towards the roof repairs on the Civic Centre. Council had provisionally budgeted for a loan of \$500,000 to undertake these works however the grant and a reduced tender price, together with other operational savings to date will now allow Council to undertake these works without the need to draw upon this loan facility.

Other significant operational variances identified as part of the mid year review include the following;

- Parking revenue – down approximately \$160,000
- Rate revenue (interim rates) – up approximately \$121,000
- Planning operations – down approximately \$125,000
- Road construction (Mann/Grant St Black spot) – down approximately \$95,000

*For a more detailed analysis refer to the Statement of Financial Activity attached.*

In addition Council has budgeted for the relocation of its depot during 2010/11 through the use of loan funds (\$1m) however both the expense and loan will be placed on hold for this financial year. This will be re-budgeted in 2011/12 and an allocation for separate *project funds* (site analysis) will also be made.

As part of the 2010/11 budget Council set aside budget allocations of \$60,000 each into its Property and Infrastructure Reserves. As part of this review it is proposed that Council increase both those two Reserves by \$20,000 as well as setting aside \$20,000 into its Leave Reserve. This recommendation is supported by advice from Councillors Auditors and is based upon projected capacity to increase those reserves. In addition \$255,000 has been transferred to the Parking Reserve having been received from various developer contributions (cash in lieu) for parking in the Town Centre. *(Please refer to the Forecast Reserve Transfers Summary attached).*

Attached are the Statement of Financial Activity and Capital Works Programme. *(More detailed operating reports are available upon request)*

There is also a requirement to review the materiality levels each year that trigger a report on significant variances in the budget review. It is recommended that this be maintained at the same levels as last year, that is, any variance being greater than 15% or \$25,000.

**VOTING**

Absolute Majority

**OFFICER & COMMITTEE RECOMMENDATION****Moved Cr Cunningham, seconded Cr Boland****THAT Council:**

- 1. Maintain the materiality level used to report on significant variances in the budget review as being greater than 15% or greater than \$25,000;.**
- 2. Endorse the following transfers to Reserve;**
  - a. Parking Reserve - \$255,000**
  - b. Leave Reserve - \$20,000**
  - c. Property Reserve - \$20,000**
  - d. Infrastructure Reserve - \$20,000, and**
- 3. Adopt the budget review**

**Carried 4/0**

**10.3.2 WRITE OFF MINOR BAD DEBTS**

**File No:** SUB/145  
**Attachments:** [Tax Invoice for Application.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Patrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The recommendation is to write off \$400.00 of bad debts.

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

The Council has given delegated authority to the CEO to write off amounts up to \$100. These debts are over this limit.

**STATUTORY ENVIRONMENT**

**Local Government Act 1995**  
**Part 6-Financial management**  
**Division 4-General financial provisions**

**6.12. Power to defer, grant discounts, waive or write off debts**

1. Subject to subsection (2) and any other written law, a local government may 
  - a. when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money;
  - b. waive or grant concessions in relation to any amount of money;  
or
  - c. write off any amount of money,

which is owed to the local government.

*\* Absolute majority required.*

2. Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
  3. The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
  4. Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.
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**FINANCIAL IMPLICATIONS**

The total value of the debts to be written off is \$400.00.

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

Nil

**STAFF COMMENT**

The applicant was invoiced \$400.00 in November 2009 for unauthorised filming at Cottesloe Civic Centre. We have tried numerous methods of collection which include letters to our agents. All have been unsuccessful.

The Manager of Corporate & Community Services supports the recommendation given the amount of time and cost involved in trying to recover this amount and the remote chance of being successful.

**VOTING**

Absolute Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council approve the write off debts of \$400.00 for the applicant's unpaid fees as per the attached invoice.**

**Carried 4/0**

**10.3.3 STATUTORY FINANCIAL REPORT FOR THE MONTH OF DECEMBER  
2010**

**File No:** SUB/137  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Pattrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**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 December 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 Operating Statement on page 2 of the Financial Statements shows a favourable variance between the actual and budgeted YTD net profit of \$950,589 as at 31 December 2010. Operating Revenue is above budget by \$71,613 (1%). Operating Expenditure is \$89,997 (2%) less than budgeted YTD. A report on the variances in income and expenditure for the period ended 31 December 2010 is shown on page 7. As discussed last month, it is important to note that the YTD variance is distorted by \$518,018 in grant funds distributed from the Shire of Peppermint Grove relating to the Library project and \$215,000 of parking revenue received as in lieu from development projects.

The Capital Works Program is listed on pages 21 - 26 and shows total expenditure of \$2,458,041 compared to YTD budget of \$2,820,276.

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**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the Operating Statement, Statement of Assets and Liabilities and supporting financial information for the period ending 31 December, 2010, as per the attached Financial Statements, submitted to the 22 February 2011 meeting of the Works and Corporate Services Committee**

**Carried 4/0**

**10.3.4 STATUTORY FINANCIAL REPORTS FOR THE MONTH OF JANUARY 2011**

**File No:** SUB/137  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Patrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**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 January 2011, 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 Operating Statement on page 2 of the Financial Statements shows a favourable variance between the actual and budgeted YTD net profit of \$962,024 as at 31 January 2011. Operating Revenue is above budget by \$67,820 (1%). Operating Expenditure is \$133,151 (2%) less than budgeted YTD. A report on the variances in income and expenditure for the period ended 30 November 2010 is shown on page 7. As discussed last month, it is important to note that the YTD variance is distorted by \$518,018 in grant funds distributed from the Shire of Peppermint Grove relating to the Library project and \$215,000 of parking revenue received as in lieu from development projects.

The Capital Works Program is listed on pages 22 - 27 and shows total expenditure of \$2,558,259 compared to YTD budget of \$3,132,602.



**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the Operating Statement, Statement of Assets and Liabilities and supporting financial information for the period ending 31 January, 2011, as per the attached Financial Statements, submitted to the 22 February 2011 meeting of the Works and Corporate Services Committee**

**Carried 4/0**

**10.3.5 SCHEDULE OF INVESTMENTS & LOANS FOR DECEMBER 2010**

**File No:** SUB/150 & SUB/151  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Patrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The purpose of this report is to present the Schedule of Investments and Schedule of Loans for the period ending 31 December 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 18 of the Financial Statements shows that \$3,632,688.84 was invested as at 31 December 2010.

Reserve Funds make up \$890,478.95 of the total invested and are restricted funds. Approximately 29% of the funds are invested with the National Australia Bank, 34% with Westpac, 14% with Commonwealth Bank and 23% with BankWest.

The Schedule of Loans on page 19 shows a balance of \$6,679,066.39 as at 31 December, 2010. There is \$440,894.71 included in this balance that relates to self supporting loans.

**VOTING**

Simple Majority

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**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the Schedule of Investments and Schedule of Loans for the period ending 31 December 2010, as per the attached Financial Statements, as submitted to the 22 February 2011 meeting of the Works and Corporate Services Committee.**

**Carried 4/0**

**10.3.6 SCHEDULE OF INVESTMENTS & LOANS FOR THE MONTH OF JANUARY 2011**

**File No:** SUB/150 & SUB/151  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Pattrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The purpose of this report is to present the Schedule of Investments and Schedule of Loans for the period ending 31 January 2010, as per attachment, to Council.

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**STATUTORY ENVIRONMENT**

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

**FINANCIAL IMPLICATIONS**

Resource requirements are in accordance with existing budgetary allocation.

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

Nil

**STAFF COMMENT**

The Schedule of Investments on page 17 of the Financial Statements shows that \$3,152,913.78 was invested as at 31 January 2011.

Reserve Funds make up \$891,712.65 of the total invested and are restricted funds. Approximately 34% of the funds are invested with the National Australia Bank, 39% with Westpac, 16% with Commonwealth Bank and 11% with BankWest.

The Schedule of Loans on page 18 shows a balance of \$6,679,066.39 as at 31 January, 2010. There is \$440,894.71 included in this balance that relates to self supporting loans.

**VOTING**

Simple Majority

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**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the Schedule of Investments and Schedule of Loans for the period ending 31 January 2010, as per the attached Financial Statements, as submitted to the 22 February 2011 meeting of the Works and Corporate Services Committee.**

**Carried 4/0**

**10.3.7 ACCOUNTS FOR THE MONTH OF DECEMBER 2010**

**File No:** SUB/137  
**Attachments:** [Financial Statement - December.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Pattrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The purpose of this report is to present the list of accounts paid for the period ending 31 December 2010 to Council, as per the attached financial statements.

**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 list of accounts commencing on page 9 of the Financial Statements has the following significant payments that are brought to your attention:

- \$13,272.05 to Synergy for street light power consumption for October 2010
  - \$15,972.46 to WA Local Government Superannuation Plan for superannuation contributions.
  - \$15,536.39 to WA Local Government Superannuation Plan for superannuation contributions.
  - \$10,403.88 to Synergy for street light power consumption for November 2010
  - \$16,534.48 to WA Local Government Superannuation Plan for superannuation contributions.
  - \$318,883.13 to FESA for 2<sup>nd</sup> quarter levy
  - \$34,965.81 to B & N Waste for green waste collection November 2010
-

- \$16,768.98 to WMRC for transfer station tipping fees
- \$47,072.69 to Transpacific Cleanaway for waste collection services for November 2010.
- \$17,349.70 to Data #3 for annual service fee to software
- \$46,387.30 to Shacks Motors for purchase of new vehicle
- \$30,940.11 to the Shire of Peppermint Grove for Council's contributions towards the new joint library building.
- \$44,000 to Main Roads being return of 80% contribution towards blackspot project
- \$15,065.00 to CE Nicholls for pool inspections throughout suburb
- \$11,924.00 to Scott Printers for production of sustainability calenders
- \$20,428.57 to Surf Life Saving WA for lifesaving services at Cottesloe beach for December 2010.
- \$52,811.96 to WA Hino for new truck
- \$71,022.07 for fortnightly staff payroll for December 2010.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the List of Accounts for the period ending 31 December 2010, as per the attached Financial Statements to the 22 February 2011 meeting of the Works and Corporate Services Committee**

**Carried 4/0**

**10.3.8 ACCOUNTS FOR THE MONTH OF JANUARY 2011**

**File No:** SUB/137  
**Attachments:** [Financial Statement - January.pdf](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Pattrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The purpose of this report is to present the list of accounts paid for the period ending 31 January 2011 to Council, as per the attached financial statements.

**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 list of accounts commencing on page 9 of the Financial Statements has the following significant payments that are brought to your attention:

- \$16,365.13 to WA Local Government Superannuation Plan for superannuation contributions.
- \$16,386.37 to WA Local Government Superannuation Plan for superannuation contributions.
- \$48,785.00 to Skipper Trucks to purchase a new Fuso Truck.
- \$15,301.77 .to the Shire of Boyup Brook to pay a long service leave entitlement for a former employee.



- \$26,334.00 to TAPSS Community Care as Council's six monthly contribution towards the TAPSS service.
- \$131,738.48 to the Shire of Peppermint Grove as Council's quarterly contribution towards the shared Library service.
- \$96,335.17 & 18,048.84 to Roads 2000 for road resurfacing on at various sites including Hawkstone, Warton, Gibney, & De Nardi Lane etc.
- \$27,225.00 to West Coast Shade for new shade sails at playground sites including Railway Street & Marine Parade.
- \$40,892.93 & 10,462.24 to the Western Metropolitan Regional Council for station tipping fees.
- \$10,670 to Nu-Trac Rural Contracting for beach cleaning services.
- \$35,562.00 to GBPMAPS Pty Ltd for a geophysical investigation of the Cottesloe foreshore.
- \$79,314.12 & \$69,867.88 to Town of Cottesloe staff for fortnightly payroll during January 2011.

**VOTING**

Simple majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the List of Accounts for the period ending 31 January 2011 as per the attached Financial Statements to the 22 February 2011 meeting of the Works and Corporate Services Committee**

**Carried 4/0**

**10.3.9 PROPERTY & SUNDRY DEBTORS FOR DECEMBER 2010**

**File No:** SUB/145  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Patrick  
Manager Corporate Services

**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The purpose of this report is to present the Property and Sundry Debtors Report for the period ending 31 December 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 19 of the Financial Statements and shows a balance of \$10,869.98 of which \$7,610.49 relates to the current month. The balance of aged debtors stood at \$3,259.49.

Property Debtors are shown in the Rates and Charges analysis on page 20 of the Financial Statements and shows a balance of \$1,647,290.29. Of this amount \$197,719.47 and \$368,100.44 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 \$1,450,193 as compared to \$1,195,597 this time last year. The main reason for this increase is the increased number of ratepayers who have chosen to pay on instalments.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the Property and Sundry Debtors Report for the period ending 31 December 2010 at the meeting of the Works and Corporate Services Committee held on 22 February 2011.**

**Carried 4/0**

**10.3.10 PROPERTY & SUNDRY DEBTORS REPORT FOR JANUARY 2011**

**File No:** SUB/145  
**Responsible Officer:** Carl Askew  
**Author:** Chief Executive Officer  
Graham Patrick  
Manager Corporate Services

**Proposed Meeting Date:** 22 February 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The purpose of this report is to present the Property and Sundry Debtors Report for the period ending 31 January 2011 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 19 of the Financial Statements and shows a balance of \$35,676.85 of which \$33,461.76 relates to the current month. The balance of aged debtors stood at \$2,215.09.

Property Debtors are shown in the Rates and Charges analysis on page 21 of the Financial Statements and shows a balance of \$1,083,218.50. Of this amount \$189,518.21 and \$349,757.20 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 \$885,918 as compared to \$757,618 this time last year. The main reason for this increase is the increased number of ratepayers who have chosen to pay on instalments

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the Property and Sundry Debtors Report for the period ending 31 January 2011 at the meeting of the Works and Corporate Services Committee held on 22 February 2011**

**Carried 4/0**

**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 9:50PM.

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