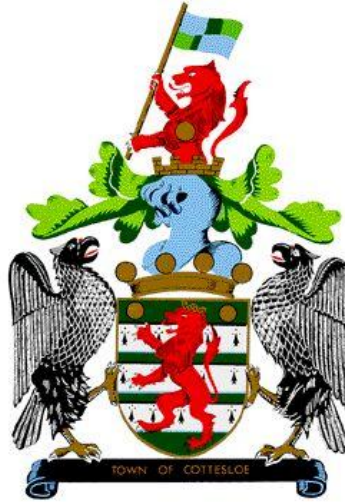


# TOWN OF COTTESLOE



## WORKS AND CORPORATE SERVICES COMMITTEE

# MINUTES

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

**CARL ASKEW**  
Chief Executive Officer

24 March 2011



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**WORKS AND CORPORATE SERVICES COMMITTEE**
**TABLE OF CONTENTS**

<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE NO</b>
1	DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS.....	1
2	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED) .....	1
3	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	1
4	PUBLIC QUESTION TIME .....	1
5	PUBLIC STATEMENT TIME .....	1
6	APPLICATIONS FOR LEAVE OF ABSENCE .....	2
7	CONFIRMATION OF MINUTES OF PREVIOUS MEETING .....	2
8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION .....	2
9	PETITIONS/DEPUTATIONS/PRESENTATIONS.....	2
10	REPORTS OF COMMITTEES AND OFFICERS.....	4
10.1	ADMINISTRATION.....	4
10.1.1	CONSTITUTIONAL RECOGNITION OF LOCAL GOVERNMENT	4
10.1.2	POLICY REVIEW - OCCUPATIONAL SAFETY AND HEALTH	6
10.1.3	TOWN OF COTTESLOE - CITIZENSHIP CEREMONIES	8
10.2	ENGINEERING.....	11
10.2.1	5 YEAR PLAN, LANEWAY UPGRADING	11
10.2.2	JOINT OPERATIONS CENTRE / DEPOT PROPOSAL	13
10.2.3	LOCAL BIKE PLAN 2008-2014, EXPANSION & FUNDING	16
10.2.4	COTTESLOE TENNIS CLUB - REQUEST FOR NAPIER STREET PARKING AREA	21

	10.2.5	GEOPHYSICAL INVESTIGATION FOR SUBSURFACE LITHOLOGY ALONG THE FORESHORE OF COTTESLOE BEACH	24
<b>10.3</b>		<b>FINANCE.....</b>	<b>27</b>
	10.3.1	FINANCIAL REPORTS FOR THE MONTH OF FEBRUARY 2011	27
	10.3.2	SCHEDULE OF INVESTMENTS AND LOANS AS AT 28 FEBRUARY 2011	29
	10.3.3	ACCOUNTS FOR THE MONTH OF FEBRUARY 2011	31
	10.3.4	PROPERTY & SUNDRY DEBTORS REPORT FOR FEBRUARY 2011	33
<b>11</b>		<b>ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....</b>	<b>35</b>
<b>12</b>		<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY ELECTED MEMBERS/OFFICERS BY DECISION OF MEETING .....</b>	<b>35</b>
<b>13</b>		<b>MEETING CLOSURE.....</b>	<b>35</b>

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

The Presiding Member announced the meeting opened at 7:23pm.

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

Cr Greg Boland	Presiding Member
Cr Dan Cunningham	
Cr Victor Strzina	
Cr Ian Woodhill	

**Officers Present**

Carl Askew	Chief Executive Officer
Geoff Trigg	Manager Engineering Services
Elizabeth Cox	Acting Manager Corporate & Community Services
Annaliese Davis	Events and Support Officer
Meagan Hodgson	Community Development Officer

**Apologies**

Mayor Kevin Morgan  
Cr Patricia Carmichael  
Cr Rob Rowell

**Officer Apologies**

Nil

**Leave of Absence (previously approved)**

Nil.

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

Nil

**4 PUBLIC QUESTION TIME**

Nil

**5 PUBLIC STATEMENT TIME**

Matthew Macfarlane . 115 Curtin Avenue Cottesloe 6011 . Re:item 10.2.4  
Mr Macfarlane (President of the Cottesloe Tennis Club) thanked the Town for the plan of the proposed car park. Mr Macfarlane described the current parking area as a dust bowl that has developed at the entrance to the tennis club. Watering the area was expensive and the reticulation is driven over

constantly and needs to be regularly repaired and replaced. Designated parking would improve parking in the area for use by members and non-members. Often the car park is congested and cars get locked in.

Mr Macfarlane referred to the shared fencing replacement program of 2 years ago which received a financial contribution from Council, however last year the club replaced a larger amount of fencing at their own expense and on this occasion are asking for the council to favourably consider their request for car parking.

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

Nil

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

**Moved Cr Strzina seconded Cr Cunningham**

[Minutes February 22 2011 Works and Corporate Services Committee.doc](#)

**The Minutes of the Ordinary meeting of the Works And Corporate Services Committee, held on 22 February 2011 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 the chairman determined to consider the following item first:

- 10.2.4 Cottesloe Tennis Club - Request For Napier Street Parking Area
- 10.1.1 Constitutional Recognition of Local Government
- 10.1.2 Policy Review - Occupational Safety and Health
- 10.1.3 Town Of Cottesloe - Citizenship Ceremonies
- 10.2.1 Year Plan, Laneway Upgrading
- 10.2.2 Joint Operations Centre / Depot Proposal
- 10.2.3 Local Bike Plan 2008-2014, Expansion & Funding
- 10.2.5 Geophysical Investigation for Subsurface Lithology Along The Foreshore Of Cottesloe Beach

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

- 10.3.1 Statutory Financial Statements for the Period Ending 28 February 2010

- 10.3.2 Schedule of Investments and Schedule of Loans for the Period Ending 28 February 2010
- 10.3.3 Accounts for the Period Ending 28 February 2010
- 10.3.4 Property and Sundry Debtors Reports for the Period Ending 28 February 2010.

**10 REPORTS OF COMMITTEES AND OFFICERS****10.1 ADMINISTRATION****10.1.1 CONSTITUTIONAL RECOGNITION OF LOCAL GOVERNMENT**

**File No:** SUB/753  
**Attachments:** [Letter Constitutional Recognition of Local Government A Role for Councils](#)  
**Responsible Officer:** Carl Askew  
**Author:** Carl Askew  
**Proposed Meeting Date:** 22 March 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

In February 2011 the Mayor received a letter from the Australian Local Government Association (ALGA). President Genia McCaffery has written to all local governments requesting that each Council consider passing a resolution in the first few months of 2011 endorsing the position that a referendum be held by 2013 to change the Constitution to allow direct funding of local government bodies by the Commonwealth Government and also to include local government in any Preamble to the Constitution if one is proposed. This letter was forwarded to all Councillors and copy of the letter to the Mayor is attached.

**BACKGROUND**

ALGA has devoted considerable resources over the past three years to developing the case for constitutional reform and the need for reform for the local government due to the fact that the Australian Government does not have the power to fund local government directly. According to ALGA it is in the best interest of local communities that the Federal government have the capacity to fund councils directly to achieve national objectives. Therefore ALGA encourages local government to support and endorsed the position that the referendum be held by 2013 to change the Constitution to allow direct funding of local government bodies by the Commonwealth Government and also to include local government in any new Preamble to the Constitution if one is proposed.

It is ALGA's intention that a Constitutional Declaration for Councils will be submitted for signature by council representatives at the conclusion of the 2011 National General Assembly of Local Government on 22 June 2011.

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

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**STATUTORY ENVIRONMENT**

Nil

**FINANCIAL IMPLICATIONS**

No direct financial implications however this has the potential to change future funding arrangements between local and Federal government.

**SUSTAINABILITY IMPLICATIONS**

Nil

**CONSULTATION**

Elected Members

**STAFF COMMENT**

As part of this process ALGA have also requested that letters be sent. According to ALGA, ~~As~~ part of local government's campaign it is also important to ensure that national political leaders are left in no doubt about our commitment to constitutional recognition. Letters will be sent to the Prime Minister The Hon Julia Gillard, Opposition Leader The Hon Tony Abbott and the Local MP Ms Julie Bishop once the resolution is achieved.

**VOTING**

Simple Majority

**OFFICER AND COMMITTEE RECOMMENDATION**

Moved Cr Cunningham, seconded Cr Strzina

**THAT Council**

- 1. Declares its support for financial recognition of local government in the Australian Constitution so that the Federal Government has the power to fund local government directly and also for inclusion of local government in any new Preamble to the Constitution if one is proposed, and calls on all political parties to support a referendum by 2013 to change the Constitution to achieve this recognition.**
- 2. Writes to the Prime Minister, Leader of the Opposition and Local Federal Member of Parliament to advise them of Council's support for constitutional recognition of Local Government.**

2/2

**CASTING VOTE FOR**

**Carried 3/2**

**10.1.2 POLICY REVIEW - OCCUPATIONAL SAFETY AND HEALTH**

**File No:** POL/27  
**Attachments:** [Policy Occupational Safety Health Updated March 2011](#)  
**Responsible Officer:** Carl Askew  
**Author:** Lydia Giles  
**Proposed Meeting Date:** 22 March 2011  
**Author Disclosure of Interest:** Nil

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**SUMMARY**

Council's Staff Occupational Safety and Health Committee has reviewed the Occupational Safety and Health policy, last reviewed in 2006 and proposes that Council endorse the current policy unchanged, with the next review date being March, 2013.

**BACKGROUND**

All policies to be regularly reviewed. Council's *Occupational Safety and Health* policy was last adopted/reviewed in March, 2006.

Council's Occupational Safety and Health Committee has recently, as part of their review process considered the policy and compared it with alternatives.

No changes are proposed.

**STRATEGIC IMPLICATIONS**

*Management/Staff Satisfaction:* Staff enjoy working at the Town of Cottesloe in an environment where they can reach their full potential.

**POLICY IMPLICATIONS**

This item deals with Council's *Occupational Safety and Health* policy.

**STATUTORY ENVIRONMENT**

The statutory regulations under which the Town of Cottesloe must recognise and fulfil its duty of care for all employees are:

1. The *Occupational Safety and Health Act, 1984* and *2005* amendments; and
2. The *Occupational Safety and Health Regulations, 1996*.

**FINANCIAL IMPLICATIONS**

Nil.

**SUSTAINABILITY IMPLICATIONS**

Nil

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**CONSULTATION**

This does not apply to residents or ratepayers. It deals with staff occupational safety and health and consultation has occurred through staff and management representatives on the committee.

**STAFF COMMENT**

This policy is the umbrella policy under which a range of procedures are established covering how the CEO, Managers and staff will achieve the aims and objectives of the policy.

The policy contains all of the expected requirements to demonstrate Council's resolve to provide a workplace, working conditions and work practices which will ensure the safety of its workplace.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Strzina, seconded Cr Cunningham.**

**That Council endorse the Occupational Safety and Health policy, with the next review date to be March, 2013**

**Carried 4/0**

**10.1.3 TOWN OF COTTESLOE - CITIZENSHIP CEREMONIES**

**File No:** SUB/4  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Carl Askew  
Chief Executive Officer  
**Proposed Meeting Date:** 22 March 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

In March 2010 Council resolved, in part, to;

2. *Endorse four citizenship ceremonies over the course of a calendar year as follows;*
  - a) *January - Australia Day: - Ceremony to be held in partnership with the Shire of Peppermint Grove and the Town of Mosman Park*
  - b) *April – The day of the endorsed/advertised Ordinary Council Meeting.*
  - c) *June – Pioneer’s Day*
  - d) *October – The day of the endorsed/advertised Ordinary Council Meeting.*
3. *Provide a moderate level of catering for each ceremony.*

The purpose of this report is to review and consider the number of conferees during 2010, the cost and practicalities of the implementation schedule as endorsed by Council in 2010 and recommend a reduction in the number of ceremonies.

**BACKGROUND**

Local Governments have been entrusted with Citizenship ceremonies for over 60 years. The ceremony is the end outcome of a potential citizen's application to the Department of Immigration and Citizenship, a process that can take up to a year. Ceremonies are not an optional extra in the process of obtaining citizenship. Each candidate must attend the formal setting of a ceremony, declare the oath/affirmation to a registered presiding member and receive the certificate.

A conferral report is sent monthly by the Department to respective local governments with a list of eligible candidates. Candidates are then sent a letter advising them of the next available ceremony. In the past, these ceremonies have been held bi-monthly prior to the Council meeting. Typically, they took approximately twenty to thirty minutes with the Mayor presiding and witnessing with family and friends. Previous reports to Council proposed changes to citizenship ceremony arrangements and process, including their timing and format.

## STRATEGIC IMPLICATIONS

### Objective 1: Lifestyle

*To protect and enhance the lifestyle of residents*

## POLICY IMPLICATIONS

None Known.

## STATUTORY ENVIRONMENT

- Australian Citizenship Act 2007
- Australian Citizenship Regulations 2007
- Section 5.25 (e) of Local Government Act Regulations about Committee and Council Meetings
- Local Law No. 1: Standing Orders S. 16.20. Revoking Decisions

## FINANCIAL IMPLICATIONS

In the past ceremonies have been held as required in the Council Chambers and prior to the Ordinary Council Meetings. The resolved changes in September 2009 and March 2010 and carried out during 2010 resulted in a marginal impact on Council's budget. The proposed changes will also have a marginal positive effect upon the budget in 2011.

## SUSTAINABILITY IMPLICATIONS

Nil

## CONSULTATION

Nil

## STAFF COMMENT

Between January 2010 and January 2011 Council held five Citizenship ceremonies.

Citizenship Date	Conferral Numbers
Australia Day (January 2010)	10
April 2010	8
Pioneers Day (June 2010)	3
October 2010	5
Australia Day (January 2011)	4

As can be seen from the past twelve months of ceremonies there are limited number of conferrals. At present there is only one conferral awaiting citizenship.

The proposal is to reduce the number of ceremonies and to focus on Council's two significant community events - Pioneers Day and Australia Day. This would not unduly create large numbers of conferrals at those events. In support of this proposal it has also been found (anecdotal feedback from conferees and family/friends) that increased numbers when combined with a community event

actually adds to the celebration and event, as family and friends attend to support and enjoy the ceremony, making it a true celebration.

It is therefore proposed to trial a reduction in the number of dates, noting that the Mayor can always conduct an individual ceremony if required to do so as an emergency request. This would also allow elected members and other community members the opportunity to attend and participate at the ceremonies and meet with the new citizens.

### **Options**

One option is to leave the Council resolution as it currently stands with four ceremonies, acknowledging that the dates for April and October will coincide with the relevant Ordinary Council Meeting dates, as has been the previous practice. However the numbers attending, based upon current and historical data, will be low. In April 2011 we may have only one conferee.

The second option is reduce the overall number of ceremonies from four to two and have slightly larger ceremonies coinciding with existing community events. This is the recommended option. Neither option removes the possibility of the Mayor presiding at an individual ceremony if needed.

### **VOTING**

Simple Majority

### **OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Woodhill**

#### **THAT COUNCIL:**

- 1. Endorse two citizenship ceremonies over the course of the calendar year for 2011 and ongoing as follows;**
  - a) January - Australia Day: - Ceremony to be held in partnership with the Shire of Peppermint Grove and the Town of Mosman Park**
  - b) June – Pioneer’s Day - Ceremony to be held as part of Pioneer Day afternoon tea**
- 2. Acknowledge that the Mayor can continue to conduct individual ceremonies prior to Council meetings or at other times as an emergency request, and based upon availability.**
- 3. Provide a moderate level of catering for each ceremony.**

**Carried 4/0**

## 10.2 ENGINEERING

### 10.2.1 5 YEAR PLAN, LANEWAY UPGRADING

<b>File No:</b>	<b>SUB/707</b>
<b>Attachments:</b>	<b>5 Year Laneway Upgrading Program Right of Way Laneway Policy Location of Laneways</b>
<b>Responsible Officer:</b>	<b>Carl Askew Chief Executive Officer</b>
<b>Author:</b>	<b>Geoff Trigg Manager Engineering Services</b>
<b>Proposed Meeting Date:</b>	<b>22 March 2011</b>
<b>Author Disclosure of Interest</b>	<b>Nil</b>

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### SUMMARY

At its February 2011 meeting, Council resolved to:

- 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.*

A period of advertising to receive public comments has now closed. This item covers the received comments and recommends:

### 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 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 builders' 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 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**

Council's 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**

The draft program has been advertised for public comment.

### **STAFF COMMENT**

The advertised comment period had ended at the time this report was written. No written comments were received up to that time. One phone discussion occurred relating to the timing for the inclusion of work on a laneway not included in the first 5 year program. Therefore, it is proposed that this program be included for consideration in the next draft budget.

### **VOTING**

Simple Majority

### **OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Woodhill, seconded Cr Strzina**

**THAT Council adopt the 5 Year Program for Laneway Upgrading and include Year 1 of the program into the draft 2011/2012 budget for funding consideration.**

**Carried 4/0**



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**10.2.2 JOINT OPERATIONS CENTRE / DEPOT PROPOSAL**

**File No:** SUB/220  
**Attachments:** [City of Subiaco Report](#)  
[Letter From Town of Mosman Park 27 October 2010](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 March 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

The Cities of Subiaco and Nedlands are progressing their joint development of a proposal to be put to the State Government for a joint local government depot site, which could also include the needs of Claremont and Cottesloe. This item presents the City of Subiaco report on the subject and recommends:

That the Town of Cottesloe join with the Cities of Subiaco and Nedlands in negotiating the acquisition of suitable land from the State Government for the purposes of a joint local government depot site.

**BACKGROUND**

This subject has a long history, the most recent of which has involved staff re-engaging in the Nedlands/Subiaco/Claremont negotiations for a shared depot site and discussions with the Town of Mosman Park to share that Town's existing depot site.

Councillors will find details of the Nedlands/Subiaco Depot proposal in Attachments A letter from the CEO, Town of Mosman Park, is also included in Attachments. This letter states that at its 26 October 2010 meeting, The Town of Mosman Park rejected any further action to pursue a shared depot proposal.

Initial queries in regards to commercial sites for use as a depot site have yielded no possibilities for purchase or lease.

**STRATEGIC IMPLICATIONS**

In December 2010, Council set, as one of the Key Performance Objectives of the CEO . 2 . Progress the preferred solution for Councils Depot Services and redevelopment of the current site+

Council's Future Plan 2006-2010:

Under Objective 4 . To manage development pressures+ Council's Major Strategy 4.5 states Consider undeveloped Government-Owned land for higher density development provided there is both public support and benefit for the Cottesloe Community+. This could also apply to Council-owned land.

Under Objective 5 . Maintain Infrastructure and Council Buildings in a sustainable way+, Major Strategy number 5.1 states Adopt a policy position on assets that have

a realisable value such as the Depot and Sumps+. Major Strategy 5.4 states %Develop a long term asset management plan and accompanying financial plan+.

### **POLICY IMPLICATIONS**

- The following Council policies apply to this item:
- Community Consultation
- Investment of Surplus Funds
- Investments
- Occupational Safety and Health
- Regional Co-operation
- Sale of Council property
- Assets with Realisable Value

### **FINANCIAL IMPLICATIONS**

In the 2010/2011 budget an allocation exists for \$1,000,000 to be spent on a new depot site. This work will not be undertaken in the current budget year. In the draft 2011/2012 budget, a \$25,000 allowance is to be made for any studies on works related to the existing depot site or any new proposed site.

### **SUSTAINABILITY IMPLICATIONS**

A new depot construction would feature a higher level of environmental and sustainability provision than the existing very old structures. A new depot site would allow redevelopment of the old site, with a variety of environmental improvements, including connection to deep sewer.

### **CONSULTATION**

Consultation has taken place over several years with a number of WESROC Councils, real estate agencies, consultant firms, local organisations and sections of the community.

### **STAFF COMMENT**

Council knows of the background regarding the search for a new depot site. Of the minimal list of the options left to Council regarding a relocation of depot services sharing of the Town of Mosman Park depot, at this time, can be taken no further. The Town of Claremont offers no new site but would be interested in sharing a new Cottesloe depot facility if developed.

There have been no commercial properties in the region found for a future depot site. It may be possible over 2 or more years, to achieve a change in purpose of a local crown land reserve to supply a depot site but this option has no certainty and may take years to achieve.

The last option is the Nedlands/Subiaco joint depot proposal. This proposal does not have a guaranteed site at present but several sites have been investigated in the Mt Claremont/Shenton Park area. These sites have to be large enough to accommodate the offices, machine fleets and materials storage needs of Nedlands and Subiaco Councils. The query put to the Town of Cottesloe is whether commitment can be made by a council resolution to join in the group to negotiate with State Government for suitable land to create a regional joint local government depot site.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Strzina, seconded Cr Woodhill**

**THAT Council join with the Cities of Subiaco and Nedlands in negotiating the acquisition of suitable land from the State Government for the purposes of a joint local government depot site.**

**Carried 4/0**

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**10.2.3 LOCAL BIKE PLAN 2008-2014, EXPANSION & FUNDING**

**File No:** SUB/63  
**Attachments:** [Letter Regarding Principal Shared Path](#)  
[Cottesloe Local Bike Plan Part 1](#)  
[Cottesloe Local Bike Plan Part 2](#)  
[Cottesloe Local Bike Plan Part 3](#)  
[Cottesloe Local Bike Plan Part 4](#)  
[Cottesloe local bike Plan Part 5](#)

**Responsible Officer:** Carl Askew  
**Chief Executive Officer**

**Author:** Geoff Trigg  
**Manager Engineering Services**

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

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**SUMMARY**

At its February 2011 meeting, Council resolved to:

- 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.*

This item presents more detail regarding the future for the application of the Bike Plan and recommends that Council:

1. Consider the increase on the expenditure for cycling-related facilities for the 2011/2012 budget above the \$15,000 planned for Year 1 of the 5 Year Cycling Facilities Plan.
2. Include in all major studies involving parking, foreshore development, replacement or expansion of transport facilities and the future of the railway land at the Cottesloe commercial area consideration for strategic improvement for the cycling network in the Town of Cottesloe.

**BACKGROUND**

Council adopted the contents of a new Bike Plan, unchanged from a draft plan, in 2008. The plan was funded 50/50 between council and the then DPI, at a cost of \$30,000. This plan replaced a shared plan adopted by Cottesloe, Claremont and Nedlands in 1999.

The development of the draft Plan by the consultant included extensive public advertising and consultation. After the draft Plan's content was agreed to by Council, the Plan was again advertised for public comment. Only one person commented on the plan and the Plan, unaltered, was adopted by Council in November 2008.

The Plan includes Spot and Minor Improvements and a list of more strategic issues.

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One major project capable of being built without major issues, was the conversion of the footpath on Forrest St from the Cottesloe Railway Station to Cottesloe Main Beach to a dual use cycle path. An application for a \$49,000 grant, at a total project cost of \$99,000, was put to Bikewest in January 2009 for the Forrest St project. Council was informed that it was successful on this grant application before the 2009/2010 budget was adopted. The grant was refused when Council resolved that budget limitations prevented the matching Council funding being made. Comments during the budget discussion included that Forrest St was too steep for bike use on a new dual use path and that a lower slope was required for a main east west bike connection.

For the 2010/2011 budget, \$15,000 is budgeted for three small projects . connection path at the Curtin Ave/Kathleen St intersection, cycling crossing signs at the Curtin Ave/Grant Street intersection and shared path signs and modified bike ramps on the Eric St blister island near Hamersley St. Council has now adopted the 5 Year Plan for the next 5 Years, which proposes \$15,000 to be spent, in 2011/12 at the blister island in Eric St opposite the Primary School.

### **STATUTORY ENVIRONMENT**

There is no legal reason why a Bike Plan for any municipality must be created, however bike paths and public facilities for bicycle use on road reserves must meet various standards for safety and liability reasons.

### **POLICY IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

The Town of 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+.

### **FINANCIAL IMPLICATIONS**

All construction on upgrading of cycling facilities would normally be funded by Council, unless a Bikewest grant is received for a project, which must be matched with Council funding. Grant applications for Bike West, for the 2011/12 budget year have already closed.

### **SUSTAINABILITY IMPLICATIONS**

Improved use of cycling facilities has a range of community benefits including health improvement , reduction in pollution by the use of bicycles replacing vehicle use and the reduced need for car parking bays and road use.

**CONSULTATION**

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

**STAFF COMMENT**

The recently adopted 5 Year Cycling Facilities Plan is centred on the Spot or Minor Improvements recommendations from the Local Bike Plan. Safe routes through or around roundabouts and traffic islands is the main concentration of funds. An increased budget allowance for the completion of the many minor works for cycling improvements could be spent without major controversy.

In regards to the major projects proposed, the following applies:

1. Principal Shared Path (Perth to Fremantle) . This is a State Government unfinished project. It currently ends at Grant St and despite previous state commitments for completion to Fremantle by 2005, no works are listed by the State in the near future. The current State Government has stated that no further construction of the PSP through Cottesloe can occur until a number of issues have been resolved, such as the future of railway lands at the Cottesloe Town Centre. This PSP extension includes east/west connections over the Eric St rail bridge and the Jarrad St crossing. The existing footbridge over Curtin Avenue, the railway line and Stirling Highway would also be affected and probably replaced with the eventual West Coast Highway extension through Cottesloe.

2. Eric St Railway Bridge . as above. A new bridge would be funded by the State Government, at a cost of several million dollars as part of a West Coast Highway Extension.

3. Raia Roberts Dual Use Path . Most of the dual use path parallel to Marine Parade, on the beach foreshore, is below the current Australian Standards of minimum width. Widening to at least 3 metres would also require relocation of some sections. Two issues to be resolved prior to any major expenditure for widening relate to Climate Change and the uncompleted Foreshore Redevelopment Plan. Councils study on Climate Change and sea level use with the impact on the foreshore and potential erosion underlined the probability of substantial loss of sand from the foreshore in the future. In places, the dual use path is so close to the edge that a one metre loss of width at the top of the slope would mean a collapse of the path. Therefore any future widening of the dual use path should consider relocation further to the east.

- With regards to the Foreshore Redevelopment Plan, the designs are developing in a direction which will mean dramatic changes to the foreshore from Eric St to south of Forrest St. Number 1 car park will be mostly removed. The western levels of that area will be cut down. Marine Parade alignment will move to the west. Council is not in a position, at present, to commit to a new wider dual use path for the most heavily used section in the total 4km length, when the long term future of that section has not been resolved.

4. Marine Parade . Parking capacity at the Cottesloe Main Beach on any hot weekend or holiday becomes a major issue. For a new cycle-only path to be established on Marine Parade would require the removal of parking bays along the east or west side of Marine Parade. This would be a major impact for parking in that area and require Council commitment to that project and public consultation. The issues with the Foreshore redevelopment Plan also fully impact on this ideal.

5. Forrest St . Widening of the Forrest St footpath to a 3m wide dual use path between the Cottesloe Station and Marine Parade had been seen as the best chance to achieve 50% funding from Bikewest with a low level of controversy. That funding has been achieved but was returned when Council resolved not to provide matching funds to a \$99,000 project. Comments have also been made that this alignment is too steep for cyclists.

- All east/west connections between Curtin Avenue and Marine Parade (Grant St, Napier St, Forrest St, Pearse St) are steep for cyclists. The most useful alignment to attract cyclists from the Swan River, Cottesloe Commercial area, Cottesloe Railway Station and Curtin Avenue to the Cottesloe Beach area is Forrest St. However unless there is a budget pre-commitment to match any Bikewest grant for this project, then a re-application to Bikewest for this project would not be advised.

Conclusion . Any increased funding for cycling facilities should be directed to a variety of Spot or Minor Route Improvements in the short term. Commitment to major funding on additional or upgraded cycle routes should only occur when long term future effects have been resolved by Council and the community, particularly the West Coast Highway extension, the Cottesloe Beach Foreshore Redevelopment Plan, potential removal of parking along one side of Marine Parade and the usefulness of a dual use path on Forrest Street. These substantial projects would require pre budget support for provision of matching funds if Bikewest grants are to be applied for.

## **VOTING**

Simple Majority

## **OFFICER RECOMMENDATION**

THAT Council

1. Consider an increase of expenditure for cycling-related facilities for the 2011/2012 budget above the \$15,000 planned for Year 1 of the 5 Year Cycling Facilities Plan.
2. Include in all major studies involving parking, foreshore development, replacement or expansion of transport facilities and the future of the railway land at the Cottesloe commercial area consideration for strategic improvement for the cycling network in the Town of Cottesloe.

## **AMENDMENT**

**Moved Cr Cunningham, seconded Cr Boland**

**That a point (3) be added to the recommendation to read “Resubmit for Bikewest grant for half the cost of Forrest Street bike path”.**

**Carried 4/0**

## **COMMITTEE RECOMMENDATION**

**Moved Cr Strzina, seconded Cr Woodhill**

**THAT Council**

1. Consider an increase of expenditure for cycling-related facilities for the 2011/2012 budget above the \$15,000 planned for Year 1 of the 5 Year Cycling Facilities Plan.
2. Include in all major studies involving parking, foreshore development, replacement or expansion of transport facilities and the future of the railway land at the Cottesloe commercial area consideration for strategic improvement for the cycling network in the Town of Cottesloe.
3. Resubmit for Bikewest grant for half the cost of Forrest Street bike path.

Carried 4/0

**AMENDED SUBSTANTIVE MOTION WAS PUT**



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#### 10.2.4 COTTESLOE TENNIS CLUB - REQUEST FOR NAPIER STREET PARKING AREA

**File No:** SUB/236  
**Attachments:** [Original Request letter from Tennis Club](#)  
[Proposed Layout Plan](#)  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 March 2011  
**Author Disclosure of Interest** Nil

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#### SUMMARY

In response to a letter from the Cottesloe Tennis Club in April 2010, Council, at its May 2010 meeting resolved to:

- 1. Inform the Cottesloe Tennis Club, that due to a lack of an agreed design of the proposed car park and an accurate cost estimate, plus a very tight 2010/2011 budget year, funds will not be available for the requested construction of a car park on Napier Street, in 2010/2011.*
- 2. Work with the Cottesloe Tennis Club to determine the parking requirements for the northern verge of Napier Street agree on a design and estimate a construction cost for consideration in the 2011/2012 budget deliberations.*

This item presents a proposed parking area plan and costing and recommends:

- That council include, in the initial draft budget for the 2011/2012 financial year, an allowance of \$52,000 for the construction of a sealed car park for the Cottesloe Tennis Club, on the north side Napier Street road verge.

#### BACKGROUND

The issue of a constructed parking fronting the total tennis courts southern boundary on Napier Street was considered by Council in 2007/2008. Council resolved to consider funding in the 2008/2009 budget. Subsequently, as part of the budget discussion no funds for this work were provided.

During very long summer periods, with heavy use being made of this grassed and reticulated verge for both tennis patrons and for people using the beach and hotels, surface damage has occurred and over-parking takes place.

Staff have had discussions with club members regarding the design of car parking area on the north verge of Napier Street, to meet club needs.

#### STRATEGIC IMPLICATIONS

Nil

**POLICY IMPLICATIONS**

Nil

**STATUTORY ENVIRONMENT**

Council has no statutory obligations in this matter

**FINANCIAL IMPLICATIONS**

The cost of the parking area is estimated at \$52,000. No funds are available for 2010/2011. The Club has indicated it is not in a position to fund this type of work however Council may consider it appropriate to request a contribution.

**SUSTAINABILITY IMPLICATIONS**

The existing grassed verge absorbs water from rainfall into the aquifer but requires bore water reticulation to survive. The asphalt surface does not reduce Councils reticulated bore water use but will act as a catchment for drainage water to be re-directed into the aquifer. It is proposed that only the bare gravel parking area would be sealed.

**CONSULTATION**

Only with the Cottesloe Tennis Club

**STAFF COMMENT**

Staff have met with club members and discussed a variety of options regarding the area requested for a sealed car park, orientation and layout details. It was agreed that the planned works would only cover the bare area in front of the main entrance and not include the eastern end where the grassed verge is in better condition and trees provide a northern boundary.

The area proposed for development would yield 36 car bays, properly asphalt surfaced, kerbed and line marked. Soak pit drainage is included. The design allows for all cars to enter and exit in a forward direction, rather than reversing into Napier Street. The estimated full cost of this work is \$52,000,

**VOTING**

Simple Majority

**DECLARATION OF INTEREST**

Cr Boland declared that he is a member of the tennis club. As a consequence there may be a perception that his impartiality on this matter may be affected. Cr Boland declared that he would consider the matter on its merits and vote accordingly.

**OFFICER RECOMMENDATION**

THAT Council Include, in the initial draft budget for the 2011/2012 financial year, an allowance of \$52,000 for the construction of a sealed car park for the Cottesloe Tennis Club, on the north side Napier Street road verge.

**AMENDMENT**

**Moved Cr Boland, seconded Cr Strzina**

**That an additional part 2 be added to the officer recommendation to read: “include in the design native vegetation planted within the islands, the colour of the bitumen to be brown, suitable trees planted in the centre of each of the three ‘eight bay’ parking blocks”.**

**Carried 3/1**

**COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Strzina**

**THAT Council:**

- 1. Include, in the initial draft budget for the 2011/2012 financial year, an allowance of \$52,000 for the construction of a sealed car park for the Cottesloe Tennis Club, on the north side Napier Street road verge.**
- 2. Include in the design native vegetation planted within the islands, the colour of the bitumen to be brown, suitable trees planted in the centre of each of the three ‘eight bay’ parking blocks.**

**Carried 3/1**

**AMENDED SUBSTANTIVE MOTION WAS PUT**

**10.2.5 GEOPHYSICAL INVESTIGATION FOR SUBSURFACE LITHOLOGY  
ALONG THE FORESHORE OF COTTESLOE BEACH**

**File No:** SUB/537  
**Attachments:** [Study Report Part 1](#)  
[Study Report Part 2](#)  
[Study Report Part 3](#)  
**Responsible Officer:** Carl Askew  
**Author:** Chief Executive Officer  
Geoff Trigg  
Manager Engineering Services  
**Proposed Meeting Date:** 22 March 2011  
**Author Disclosure of Interest** Nil

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**SUMMARY**

Council resolved in March 2010 to have staff apply for a Department of Transport 50% grant to fund a geotechnical study of the Cottesloe foreshore to find the degree of rock below ground.

The application was successful and an \$80,000 project was included in the 2010/2011 budget, with the Department and Council sharing the cost.

The study has been completed, by Councilsq consultant, GBG maps, and the resultant study included in the attachments.

The recommendation is *that Council:*

*1.Receives the study findings.*

*2.Agrees to make its share of the \$80,000 so far uncommitted to the Geophysical Foreshore investigation available for further testing to gain cross sectional subsurface data to add to the so far undertaken study.*

*2. Request the Department of Transport to agree to its uncommitted share of the study budget to be used for further geophysical investigation on the Cottesloe Beach foreshore.*

*3. Request the Department of Transport consider making available departmental 'in house' investigation capacity and any applicable existing geotechnical data to expand the value and applicability of the Cottesloe Geophysical Investigations for foreshore subsurface lithology.*

**BACKGROUND**

Councils' original study of the foreshore in June 2008, vulnerability of the Cottesloe Foreshore to the Potential Impacts of Climate Change+, recommended as one of the main treatment actions, the combined need to review geotechnical information, develop a process for a geotechnical study of the foreshore and source funding for that study.

That study has now been completed and Council has a detailed understanding of the location of any rock under the foreshore, along a line west of Marine Parade.

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**STRATEGIC IMPLICATIONS**

Under Councils Future Plan, Major Strategy 3-2 is to improve beach access and dune conservation outside the central foreshore zone. This would include studies regarding foreshore/climate change damage.

**POLICY IMPLICATIONS**

Nil

**STATUTORY ENVIRONMENT**

Nil

**FINANCIAL IMPLICATIONS**

The original study budget is \$80,000 funded 50/50 between the Department of Transport and Council. The final cost is projected at approximately \$56,000.

**SUSTAINABILITY IMPLICATIONS**

This study was aimed at providing Council with the knowledge as to where protective works would be required to minimise damage done by severe storms and a future sea level increase. This would therefore increase the potential to protect and sustain natural and constructed assets on the foreshore.

**CONSULTATION**

Nil

**STAFF COMMENT**

The original expectation from this geophysical study of the foreshore was information that would indicate gaps in generally prevalent underground limestone rock, much of it close to the surface. The actual results were very clear, with little doubt. However, they show that, along the actual line of testing, in only one location was rock recorded as close as 4m from the surface. Depths to rock were generally less south of No1 carpark, 5 to 8m down, while north of that point, depths to rock sometimes exceeded mean sea level and were in excess of 10 metres. Discussions have been held with Coastal Zone Management (the company that completed Councils Climate Change Vulnerability Study), officers from the Department of Transport, an officer from the Geological Survey of WA and Climate Change specialists. The discussions centred on the need to revisit specific aspects of the Vulnerability Study to make improvements in the predictions now that much more accurate information is available regarding rock location for the entire foreshore length.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Strzina, seconded Cr Boland  
THAT Council**

- 1. Receive the study findings.**

2. Agrees to make its share of the \$80,000 so far uncommitted to the Geophysical Foreshore Investigation available for further testing to gain cross sectional subsurface data to add to the so far undertaken study.
3. Request the Department of Transport to agree to its uncommitted share of the study budget to be used for further geophysical investigation on the Cottesloe Beach foreshore.
4. Request the Department of Transport consider making available departmental 'in house' investigation capacity and any applicable existing geotechnical data to expand the value and applicability of the Cottesloe Geophysical Investigations for foreshore resurface lithology.

Carried 4/0

## 10.3 FINANCE

### 10.3.1 FINANCIAL REPORTS FOR THE MONTH OF FEBRUARY 2011

**File No:** SUB/137  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Pattrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 March 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 28 February 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 \$1,255,185 as at 28 February 2011. Operating Revenue is above budget by \$104,648 (1%). Operating Expenditure is \$131,139 (2%) less than budgeted YTD. A report on the variances in income and expenditure for the period ended 28 February 2011 is shown on page 7. As discussed in previous months, it is important to note that the YTD variance is distorted by \$641,057 in grant funds distributed from the Shire of Peppermint Grove relating to the Library project, \$255,000 of parking revenue received as in lieu from development projects and \$39,000 in Federal Stimulus grant funding for improvements at TAPSS.

The Capital Works Program is listed on pages 22 - 27 and shows total expenditure of \$2,710,018 compared to YTD budget of \$3,435,889.

**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 28 February, 2011, as per the attached Financial Statements, submitted to the 22 March 2011 meeting of the Works and Corporate Services Committee.**

**Carried 4/0**



**10.3.2 SCHEDULE OF INVESTMENTS AND LOANS AS AT 28 FEBRUARY 2011**

**File No:** SUB/150 & SUB/151  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Pattrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 March 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 28 February 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 18 of the Financial Statements shows that \$3,178,434.07 was invested as at 28 February 2011.

Reserve Funds make up \$910,983.23 of the total invested and are restricted funds. Approximately 35% of the funds are invested with the National Australia Bank, 39% with Westpac, 16% with Commonwealth Bank and 10% with BankWest.

The Schedule of Loans on page 19 shows a balance of \$6,679,066.39 as at 28 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 28 February 2011, as per the attached Financial Statements, as submitted to the 22 March 2011 meeting of the Works and Corporate Services Committee.**

**Carried 4/0**

**10.3.3 ACCOUNTS FOR THE MONTH OF FEBRUARY 2011**

**File No:** SUB/137  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Wayne Richards  
Finance Manager  
**Proposed Meeting Date:** 22 March 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 28 February 2011 to Council, as per the attached financial statements.

**BACKGROUND**

Nil

**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:

- \$17,514.65 to Synergy for street lighting services for the period to January 2011.
- \$16,661.36 & \$16,842.42 to the WA Local Government Superannuation Plan for superannuation contributions.
- \$27,203.00 to Dielectric Holdings Pty Ltd for the supply and installation of CCTV & wireless network facilities.
- \$20,428.57 & \$20,428.57 to Surf Life Saving WA for the provision of lifeguard services at Cottesloe beach.

- \$11,352.00 to Westwide Bus & Coach for the provision of the Cott Cat bus service.
- \$60,899.09 to the KMC Group for the release of retention monies relating to the Civic Centre refurbishment.
- \$11,000.00 to Wise Earth t/a Ecotect-Architect for town planning services.
- \$11,347.57 to the Western Metropolitan Regional Council for station tipping/transfer fees.
- \$106,032.63 to Transpacific Cleanaway for domestic and commercial waste collection services for December 2010 and January 2011.
- \$72,431.19 & \$72,109.33 to Town of Cottesloe staff for fortnightly payroll during February 2011.

**VOTING**

Simple Majority

**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the List of Accounts for the period ending 28 February 2011 as per the attached Financial Statements to the 22 March 2011 meeting of the Works and Corporate Services Committee.**

**Carried 4/0**

**10.3.4 PROPERTY & SUNDRY DEBTORS REPORT FOR FEBRUARY 2011**

**File No:** SUB/145  
**Responsible Officer:** Carl Askew  
Chief Executive Officer  
**Author:** Graham Pattrick  
Manager Corporate Services  
**Proposed Meeting Date:** 22 March 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 28 February 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 20 of the Financial Statements and shows a balance of \$56,107.67 of which \$45,100.28 relates to the current month. The balance of aged debtors stood at \$11,007.39.

Property Debtors are shown in the Rates and Charges analysis on page 21 of the Financial Statements and shows a balance of \$937,864.42. Of this amount \$189,518.21 and \$303,565.14 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 \$748,094 as compared to \$659,907 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

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**OFFICER & COMMITTEE RECOMMENDATION**

**Moved Cr Cunningham, seconded Cr Boland**

**THAT Council receive the Property and Sundry Debtors Report for the period ending 28 February 2011 at the meeting of the Works and Corporate Services Committee held on 22 March 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 8:50 PM.

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