

TOWN OF COTTESLOE



WORKS AND CORPORATE SERVICES COMMITTEE

MINUTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
7.00 PM, TUESDAY, 19 MARCH 2013

CARL ASKEW
Chief Executive Officer

21 March 2013

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WORKS AND CORPORATE SERVICES COMMITTEE

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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

In the absence of the Presiding Member and the Deputy Presiding Member, the CEO called for nominations to Chair the meeting. Cr Strzina nominated himself to Chair the meeting and this was supported by Cr Downes and Cr Pyvis.

Moved Cr Downes, seconded Cr Pyvis

That Cr Strzina be appointed as Presiding Member for the Works and Corporate Services Committee meeting, on 19 March 2013.

Carried 3/0

Cr Strzina assumed the Chair of the meeting and announced the meeting opened at 7.02pm.

2 DISCLAIMER**3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

4 PUBLIC QUESTION TIME**4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

4.2 PUBLIC QUESTIONS

Nil

5 PUBLIC STATEMENT TIME

Nil

6 ATTENDANCE**Present**

Cr Victor Strzina	Presiding Member
Cr Sally Pyvis	
Cr Katrina Downes	Deputy Member

Officers Present

Mr Carl Askew	Chief Executive Officer
Mr Mat Humfrey	Manager Corporate & Community Services
Mr Geoff Trigg	Manager Engineering Services
Mrs Christy Watterson	Administration and Governance Officer

6.1 APOLOGIES

Mayor Kevin Morgan
Cr Robert Rowell
Cr Greg Boland

Officer Apologies

Nil

6.2 APPROVED LEAVE OF ABSENCE

Nil

6.3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7 DECLARATION OF INTERESTS

Nil

8 CONFIRMATION OF MINUTES

Moved Cr Pyvis, seconded Cr Strzina

[Minutes February 19 2013 Works and Corporate Services Committee.docx](#)

The Minutes of the Ordinary meeting of the Works And Corporate Services Committee, held on 19 February 2013 be confirmed.

Carried 3/0

9 PRESENTATIONS**9.1 PETITIONS**

Nil

9.2 PRESENTATIONS

Nil

9.3 DEPUTATIONS

Nil

The Presiding Member dealt with the reports as per the published order of the agenda.

10 REPORTS

10.1 ADMINISTRATION

10.1.1 2013 WHALEBONE CLASSIC

File Ref: SUB/1464
Responsible Officer: Mat Humfrey
Manager Corporate & Community Services
Author: Sherilee Macready
Community Development Officer
Proposed Meeting Date: 19 March 2013
Author Disclosure of Interest Nil

SUMMARY

On Saturday 13th of July and Sunday 14th July 2013, Fun's Back Surf Shop would like to hold their annual Whalebone Classic at Isolators Reef Cottesloe. The event will be organised by Peter Dunn and Simone Quartermaine, owners of Fun's Back Surf Cottesloe.

BACKGROUND

The Whalebone Classic is a local event, consisting primarily of a two day professional longboard surfing competition. It has been running for the past 15 years without incident.

A marquee tent will be set up for local sponsors to advertise their surf wares. Profits over the weekend are then distributed to Surf Aid International and other not-for-profit organisations.

With 100 – 300 competitors expected, extra toilets will be provided by the organisers. Rubbish bins are required, which have been supplied by the Council in previous years in support of this community event.

There will also be a designated area for complimentary beer tasting from 2.00pm – 4.30pm as has been provided in previous years, and a licensing permit is to be finalised from the Department of Racing, Gaming and Liquor before the event date.

Event commentators will make brief announcements from 7.00am – 5.00pm on both days of the competition.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Beaches and Beach Reserves Policy

STATUTORY ENVIRONMENT

Beaches and Beach Reserves Local Law 2012 has provisions for the maintenance and management of the beaches and beach reserves.

FINANCIAL IMPLICATIONS

There is a small cost in the provision of additional bins for the event, but this can be met within normal operational budgets.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Event organisers are encouraged to manage access to Isolators Reef by competitors and members of the public attending the event, by encouraging people to use designated pathways.

CONSULTATION

Nil

STAFF COMMENT

As this is an annual event that has been successfully run in the past, there is no reason why this event should not be approved this year.

If the Council charges beach hire for this event, under community classification, it would total \$550. The Town has not charged in the past for the use of Isolators Reef for this event and there is little disruption to other patrons using the area.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Downes, seconded Cr Strzina

THAT Council approve the 2013 Whalebone Classic as proposed with the following conditions:

- 1. That the event organisers are able to provide proof of adequate public liability insurance for all aspects of the event for no less than \$10 million;**
- 2. Additional toilets are provided to the satisfaction of the Chief Executive Officer;**
- 3. No alcohol is to be served unless a valid licence or permit from the Department of Racing, Gaming and Liquor is provided to the Town prior to the event;**
- 4. That the \$550 fee be waived subject to this support being appropriately acknowledged;**
- 5. Compliance with the *Environmental Protection (Noise) Regulations 1997*;**
- 6. Compliance with requirements for sanitary facilities, access and egress, first aid and emergency response as per the *Health (Public Buildings) Regulations 1992*.**

Carried 3/0

10.1.2 COMMUNITY PERSPECTIVES SURVEY

File Ref: SUB/1328
Attachments: [Catalyse Community Perspectives in the Town of Cottesloe](#)
Responsible Officer: Mat Humfrey
Author: Mat Humfrey
Proposed Meeting Date: 19 March 2013
Author Disclosure of Interest: Nil

SUMMARY

The Community Perspectives Survey is being presented for Council's consideration.

BACKGROUND

The Town commissioned Catalyse Research and Strategy to undertake a community perspectives survey. This survey is the first step in the production of a Strategic Community Plan, as is now required under the *Local Government (Administration) Regulations 1996*.

STRATEGIC IMPLICATIONS

While there are no direct strategic implications associated with adopting this report, the process of developing a Strategic Community Plan could have far reaching strategic implications.

POLICY IMPLICATIONS

The development of the Strategic Community Plan could cause several policy changes. However, there are no policy changes as a result of receiving this report.

STATUTORY ENVIRONMENT***Local Government (Administration) Regulations 1996*****19C Strategic community plans, requirements for (Act s.5.56)**

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
 - (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
 - (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
 - (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
 - (5) In making or reviewing a strategic community plan, a local government is to have regard to;
 - (a) the capacity of its current resources and the anticipated capacity of its future resources;
 - and
-

- (b) *strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
- (c) *demographic trends.*
- (6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*
- (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the Council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*
- (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

FINANCIAL IMPLICATIONS

There was a cost in undertaking the Community Perspectives Survey, which was allowed for in the 2012/2013 budget.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications in the adopting of this report.

CONSULTATION

The report is a compilation of the responses received as a part of a formal survey process. This process is the first step in the consultation required for the development of the Strategic Community Plan.

STAFF COMMENT

Overall, the response received was exceptionally positive, with 8 out of 10 respondents “delighted” with the area. In fact, this response rate set a new industry high, with Cottesloe now holding the industry high at 83%. The industry average for overall satisfaction is 63%. This isn’t to say there are not issues that the community wants the Town to address. Curtin Avenue is one area that requires some attention. The results indicate that there is community concern regarding cyclist safety, pedestrian crossings and the ability for motorists to use the Eric Street and Jarrad Street rail crossings.

There are also improvements wanted to the Town Centre. These include an increase in the amount of parking available, as well as increasing the diversity of businesses within the Town.

The most requested improvement at the beach front is to increase the amount of parking available, with some suggesting the need for underground parking. Many

want the Car Park 1 on Marine Parade closed, Marine Parade realigned and an increase in bike parking. When prompted, 73% thought improving public facilities was “very important”, but it was not the highest “top of mind” response.

Interestingly, 85% of local people suggested they walk or run to the beach. This suggests the overwhelming use of beach carparks is not by ratepayers. This information will be useful in seeking funding assistance for beach parking and beach maintenance. Aged care accommodation was also an issue for 3 in 5 respondents, although there is no clear preference for where such development should be centred. As the population ages, it is anticipated that this will become a higher priority.

Administration staff will use the results of this survey to undertake a desktop review of the current “Plan for the Future”. This analysis will then be used as the basis for the development of the Strategic Community Plan.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Committee discussed the Community Perspectives Survey, with Cr Downes commenting that the study was interesting and a worthwhile exercise at this point in time.

Cr Strzina commented that Council has confirmed what they already knew anecdotally, and he would like to see Council now develop actions to achieve the key areas the Community viewed as a priority, such as toilets on the beachfront, the sinking of the railway and greater bike access / facilities. Cr Strzina added that he would like to congratulate staff for their efforts, as they perform the day to day functions to provide services to the Community at large, and the feedback and ratings received through the survey indicate that the service provided is of a very good standard, as most people are delighted with where they live.

The CEO commented that the report was a great outcome for the Town. He advised that the survey will form one of the elements in determining the Town’s future priorities as part of its Community Strategic Plan. Committee were informed that a review of the existing Strategic Plan would now take place and the CEO advised that a Business Plan based upon the Strategic Plan would deal with issues such as the toilets on the beach front, the foreshore redevelopment and Curtin Avenue / railway. With regard to the toilets / change rooms on the beach front, the CEO advised Committee that the Town had sought expressions of interest from architects, for design proposals and costs for additional facilities, as per the Cottesloe Foreshore Redevelopment Plan.

Cr Pyvis highlighted the fact that during the presentation by Catalyse, Councillors and Senior Staff were advised that the Town had performed very well in comparison to other Council’s ratings.

Cr Strzina concluded by stating that with regard to amalgamation, it was apparent that most residents were happy with the services they receive with respect to the level of rates they pay, proving that the Town of Cottesloe is very sustainable.

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Strzina, seconded Cr Downes

THAT Council receive the Community Perspectives Survey as presented to the Works & Corporate Services Committee meeting of 19 March 2013.

Carried 3/0

10.1.3 FINAL ADOPTION OF STANDING ORDERS AMENDMENT LOCAL LAW 2013

File Ref: CLL/5
Attachments: [Standing Orders Amendment Local Law March 2013](#)
Responsible Officer: Mat Humfrey
Author: Manager Corporate & Community Services
Mat Humfrey
Manager Corporate & Community Services
Proposed Meeting Date: 19 March 2013
Author Disclosure of Interest Nil

SUMMARY

The *Standing Orders Amendment Local Law 2013* is being presented to Council and is recommended for final adoption.

BACKGROUND

In May 2012, Council adopted the *Town of Cottesloe Standing Orders Local Law 2012*. It was subsequently published in the Government Gazette in July and forwarded to the Joint Standing Committee on Delegated Legislation (JSCDL) for their consideration.

During the JSCDL process, one drafting issue was raised, being the potential duplication of the Local Government Act and its Regulations. In allowing the local law, the JSCDL required that the Town give an undertaking that several amendments to the local law be made and that the affected sections of the local law not be enforced until the amendments were completed. This undertaking was endorsed by Council at the September 2012 Council meeting.

The *Standing Orders Amendment Local Law 2013* was compiled to make this amendment and was presented to Council in December 2012 for advertising. The six week submission period has now been completed and the *Standing Orders Amendment Local Law 2013* is being put forward for final consideration.

The Purpose: To amend the Town of Cottesloe Standing Orders Local Law 2012 to comply with an undertaking provided to the Joint Standing Committee on Delegated Legislation.

The Effect: The undertaking required the deletion of a clause that contained provisions that are covered within the Local Government (Administration) Regulations 1996. The clause has been replaced by the words "The disclosure of interests by other persons if covered in the Regulations".

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Section 3.5 and 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 summarised in the notice*
 - (ii) *a copy of the proposed local law may be inspected or obtained at any pace 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) *summarising the purpose and effect of the local law (specifying the date 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 1996 provides the following:

3. Notice of purpose and effect of the 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 and making of local laws, are officer time and advertising costs. All of the costs associated with the making of this local law are allowed for in the current operating budget.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

The Draft local law has been subject to the extensive consultation requirements, as detailed below.

State-wide public notice

Council advertised its intentions to make a local law in a state wide newspaper (The West, 5th January 2013) as well as all of the requirements of a local public notice. This included advertising in local papers (The Post, 5th January 2013) and causing notices to be placed on all Council notice boards.

Copies of the draft local law were available online, at the Council offices and Library.

Feedback was sought by way of written submissions and notices provided information on how these submissions were to be made. The submission period was 6 weeks. No public submissions were received.

Copy to the Minister

A copy of the draft local law was sent to the Minister for Local Government, who then forwarded it to the Department. The only comment received from the Department was several minor formatting changes, which have been incorporated into the final copy as attached. These changes had no impact on the operation of the local law.

STAFF COMMENT

This local law has been drafted to address issues raised by the Joint Standing Committee on Delegated Legislation (JSCDL) which considered the *Town of Cottesloe Standing Orders Local Law 2012*. Primarily the issues raised were to do with drafting issues or duplicating State legislation. Council resolved in September 2012 to give an undertaking to the JSCDL to make these amendments and not to enforce the parts of the local law covered by these amendments until this was done.

VOTING

Absolute Majority (s3.12(4))

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Strzina, seconded Cr Downes

THAT Council, by Absolute Majority;

1. In accordance with s3.12(4) of the *Local Government Act 1995*, **ADOPT** the *Standing Orders Amendment Local Law 2013* as presented;
2. In accordance with s3.12(5), **PUBLISH** the local law in the Government Gazette and **SEND** a copy to the Minister for Local Government;
3. **After Gazettal, in accordance with s3.12(6), 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 Town Administration and website.**
4. **Following Gazettal, in accordance with the Local Laws Explanatory Memoranda Directions as issued by the Minister on 7 November 2005, PROVIDE a copy of the local law and a duly completed explanatory memorandum signed by the Mayor and the Chief Executive Officer to the WA Parliamentary Joint Standing Committee on Delegated Legislation.**

Carried 3/0

10.1.4 FINAL ADOPTION OF THE COMMUNITY CONSULTATION POLICY

File Ref: POL/49
Attachments: [Policy Community Consultation](#)
Responsible Officer: Mat Humfrey
Author: Mat Humfrey
Proposed Meeting Date: 19 March 2013
Author Disclosure of Interest: Nil

SUMMARY

In November 2012, Council resolved to advertise its Community Consultation Policy. It is now being presented for final adoption.

BACKGROUND

The Community Consultation Policy was adopted in February 2005 and was due for review in February 2013. The review was conducted at a desktop level in September and October 2012 with the results of the review presented to the November 2012 round of meetings.

The review of the Community Consultation Policy was brought forward by several months, as the Town is about to embark on one of its bigger consultation processes in recent years, being the development of the Community Strategic Plan. It was felt that it was important that this policy was reviewed before the consultative part of this project was undertaken.

STRATEGIC IMPLICATIONS

Nil – there are no changes to the operative parts of this policy.

POLICY IMPLICATIONS

Nil – there are no changes to the operative parts of this policy.

STATUTORY ENVIRONMENT

There are provisions in several Acts and Regulations that require a specific level of community consultation to be undertaken before certain decisions can be made. An example of this is the requirement to give Statewide Public Notice and have a six week submission period before a local law can be adopted. In all instances where there is a statutory requirement for community consultation, this will need to be followed.

FINANCIAL IMPLICATIONS

There has been a minor cost associated with the advertising of this policy, and this policy does require future advertising in some instances. It is envisaged that all of these costs will be met through normal operating budgets.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

The policy has been widely advertised and comments sought on this policy. No feedback has been received. As this policy has been in place since 2005, and there are no significant changes, it is not surprising that little feedback has been received.

STAFF COMMENT

The Community Consultation Policy is an important document for Council. It provides the framework for staff to follow when consultation is required. As the policy has been in place since 2005, and little comment has been received about it, there does not seem to be a demonstrated need for change.

The policy was advertised widely and no formal comment was received. As such it has been presented to Council for final adoption.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Committee discussed the policy and Cr Pyvis advised that she had a few grammatical changes which she agreed to email through to Administration. The CEO advised that these could be made administratively and circulated prior to the Council meeting.

Committee also discussed the application of the policy and the use of community feedback in the Council decision making process, including the application of voting by the presiding member in situations where there is a need for a casting vote.

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Strzina, seconded Cr Downes

THAT Council adopt the reviewed Community Consultation Policy as submitted to the 19 March 2013 meeting of the Works and Corporate Services Committee.

Carried 3/0

10.2 FINANCE

10.2.1 STATUTORY FINANCIAL REPORTS FOR THE PERIOD 1 JULY 2012 TO 28 FEBRUARY 2013

File Ref: SUB/137
Responsible Officer: Mat Humfrey
Manager Corporate & Community Services
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 19 March 2013
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present to Council the Statement of Financial Activity, the Operating Statements by Program and Nature and Type, the Statement of Financial Position, and supporting financial information for the period 1 July 2012 to 28 February 2013 as included in the attached Financial Statements.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Statement of Financial Activity on page 1 of the Financial Statements shows favourable operating revenue of \$559,903. Significant variances are outlined on the Variance Analysis report on pages 7 to 10 of the attached Financial Statements. The outstanding factor contributing towards the increased year to date revenue is in parking where we have received \$325,592 more than anticipated at this time of year. Operating expenditure is \$63,822 more than year to date budget.

The capital works program is detailed on pages 25 to 28 of the attached Financial Statements.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Strzina, seconded Cr Downes

THAT Council receive the Statement of Financial Activity, Operating Statements by Program and by Nature and Type, Statement of Financial Position, and other supporting financial information as included in the attached Financial Statements for the period 1 July 2012 to 28 February 2013, and as submitted to the 19 March 2013 meeting of the Works and Corporate Services Committee.

Carried 3/0

10.2.2 SCHEDULE OF INVESTMENTS AND LOANS AS AT 28 FEBRUARY 2013

File Ref: SUB/150 & SUB/151
Responsible Officer: Mat Humfrey
Author: Manager Corporate & Community Services
Wayne Richards
Finance Manager
Proposed Meeting Date: 19 March 2013
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the Schedule of Investments and the Schedule of Loans as at 28 February 2013, as included in the attached Financial Statements, to Council.

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 Schedule of Loans on page 20 of the attached Financial Statements shows that \$4,307,196.60 was invested as at 28 February 2013. Approximately 36% of the funds are invested with Westpac Bank, 28% with the National Bank of Australia, 18% with the Commonwealth Bank of Australia and 18% with Bankwest.

The Schedule of Loans on page 21 of the attached Financial Statements shows a balance of \$6,041,950.58 as at 28 February 2013. Included in this balance is \$359,499.60 that relates to self supporting loans.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Strzina, seconded Cr Downes

THAT Council receive the Schedule of Investments and the Schedule of Loans as at 28 February 2013. These schedules are included in the attached Financial Statements as submitted to 28 February 2013 meeting of the Works and Corporate Services Committee.

Carried 3/0

10.2.3 LIST OF ACCOUNTS PAID FOR THE MONTH OF FEBRUARY 2013

File Ref: SUB/137
Responsible Officer: Mat Humfrey
Author: Manager Corporate & Community Services
Wayne Richards
Finance Manager
Proposed Meeting Date: 19 March 2013
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the list of accounts paid for the month of February 2013, as included in the attached Financial Statements, to Council.

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 paid for the month of February 2013 is included in the report on pages 12 to 17 of the attached Financial Statements. The following significant payments are brought to Council's attention;

- \$53,922.00 to Claremont Asphalt for various asphalt works
- \$27,951.46 to TAPSS being Council's quarterly contribution
- \$47,707.24 to Transpacific Cleanaway for waste collection services
- \$26,820.92 to Surf Life Saving WA for the monthly lifeguard contract
- \$79,451.79 & \$77,741.61 to Town of Cottesloe staff for fortnightly payroll

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Strzina, seconded Cr Downes

THAT Council receive the List of Accounts paid for the month of February 2013 as included in the attached Financial Statements, as submitted to the 19 March 2013 meeting of the Works and Corporate Services Committee.

Carried 3/0

10.2.4 PROPERTY AND SUNDRY DEBTORS REPORTS AS AT 28 FEBRUARY 2013

File Ref: SUB/145
Responsible Officer: Mat Humfrey
Manager Corporate & Community Services
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 19 March 2013
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the Property and Sundry Debtors Reports as included in the attached Financial Statements, to Council.

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 Sundry Debtors Report on pages 22 and 23 of the attached Financial Statements shows a total balance outstanding of \$102,632.06 of which \$88,124.16 is less than two months old. The balance of aged debtors stood at \$14,507.90.

The Rates and Charges Analysis on page 24 of the attached Financial Statements shows a balance of \$987,935.87. Of this amount, \$202,338.19 and \$296,546.70 are deferred rates and outstanding emergency services levies respectively. The Statement of Financial Position on page 4 shows rates outstanding as a current asset at \$1,030,862 as compared to \$859,987 this time last year.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Pyvis, seconded Cr Strzina

THAT Council receive the Property and Sundry Debtors Reports as at 28 February 2013. These reports are included in the attached Financial Statements as submitted to the 19 March 2013 meeting of the Works and Corporate Services Committee.

Carried 3/0

11 ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY:**12.1 ELECTED MEMBERS**

Nil

12.2 OFFICERS

Nil

13 MEETING CLOSED TO PUBLIC**13.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

13.2 PUBLIC READING OF RECOMMENDATIONS THAT MAY BE MADE PUBLIC

Nil

14 MEETING CLOSURE

The Presiding Member announced the closure of the meeting at 7:19 PM.

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