

TOWN OF COTTESLOE



WORKS AND CORPORATE SERVICES COMMITTEE

MINUTES

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
7.00 PM, TUESDAY, 29 OCTOBER 2013**

CARL ASKEW
Chief Executive Officer

1 November 2013

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WORKS AND CORPORATE SERVICES COMMITTEE

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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Chief Executive Officer (CEO) announced the meeting opened at 7:00 PM.

2 APPOINTMENT OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER

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

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

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

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 Any nomination for the office may be withdrawn, and further nominations may be made, before or when the special meeting is held.

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

The CEO called for nominations for the Presiding Member of the Works and Corporate Services Committee. Cr Angers nominated Cr Rowell. There being only one nomination, Cr Rowell was duly elected to the position of Presiding Member for the Works and Corporate Services Committee.

Cr Rowell called for nominations for the position of Deputy Presiding Member. Cr Rowell nominated Mayor Dawkins. There being no further nominations, Mayor Dawkins was duly elected to the position of Deputy Presiding Member of the Works and Corporate Services Committee.

3 DISCLAIMER**4 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Cr Rowell addressed Committee and advised that he believes Council will need to be prudent in its spending in the coming years despite the potential sale of the old depot site.

Cr Rowell advised that he has been in contact with the engineering company Neptune Marine Services, to seek a cost estimate for the repair of the pylon

He also advised that this was but one of many significant projects for Council in the next few years. He added that he believes that pylon should not be left as it is and the repair work is a priority.

5 PUBLIC QUESTION TIME

5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.2 PUBLIC QUESTIONS

Nil

6 PUBLIC STATEMENT TIME

Nil

7 ATTENDANCE

Present

Cr Robert Rowell
Mayor Jo Dawkins
Cr Philip Angers
Cr Helen Burke
Cr Peter Jeanes
Cr Sally Pyvis

Officers Present

Mr Carl Askew	Chief Executive Officer
Mr Mat Humfrey	Manager Corporate & Community Services
Mr Geoff Trigg	Manager Engineering Services
Mr Andrew Jackson	Manager Development Services
Mrs Siobhan French	Administration and Governance Officer

Gallery

Media (1)
Members of the Public (2)

7.1 APOLOGIES

Nil

Officer Apologies

Nil

7.2 APPROVED LEAVE OF ABSENCE

Nil

7.3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 DECLARATION OF INTERESTS

Nil

9 CONFIRMATION OF MINUTES

Moved Cr Jeanes, seconded Cr Pyvis

[Minutes September 17 2013 Works and Corporate Services Committee.docx](#)

The Minutes of the Ordinary meeting of the Works And Corporate Services Committee, held on 17 September 2013 be confirmed.

Carried 6/0

10 PRESENTATIONS**10.1 PETITIONS**

Nil

10.2 PRESENTATIONS

Nil

10.3 DEPUTATIONS

For the benefit of the members of the public present, the Presiding Member determined to consider item 11.1.3 Structural Repairs Required to Sea View Golf Club Building first, then returned to the published order of the agenda.

The following items were dealt with en bloc:

11.3.1 Statutory Financial Reports for the Period 1 July 2013 to 30 September 2013

11.3.2 Schedules of Investments and Loans as at 30 September 2013

11.3.3 List of accounts paid for the Month of September 2013

11.3.4 Rates and Sundry Debtors Reports as at 30 September 2013

The Presiding Member also confirmed that representatives from Sea View Golf Club would be attending the meeting tonight to speak to item 11.1.3 and that, as they were currently at a Board Meeting, would be attending at 7.15 PM. He then referred to that report and sought comment from Committee prior to the Club representatives' arrival.

11 REPORTS

11.1 ADMINISTRATION

11.1.1 WASTE COLLECTION AND PROCESSING SERVICES CONTRACT

File Ref: SUB/1490
Attachments: [CONFIDENTIAL Evaluation Table for Waste Collection Contract](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Darrell Monteiro
Principal Environmental Health Officer
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

The initial five year term of the Town of Cottesloe's Waste Collection and Processing Contract with Cleanaway ends on 28 November 2013. The services of this contract include collection of all residential, commercial and public waste and collection and processing of residential and commercial recyclables.

The West Australian Local Government Association (WALGA) has a preferred supplier system which the Town can access for the purchase of goods and services. As a consequence of this supplier agreement, the Town received two quotes for a new waste contract which includes fortnightly greens collections and processing.

After an evaluation process (copy attached), it was determined that the quote provided by Perthwaste/Green Recycling (Perthwaste) is the most competitive and beneficial to Council. Accordingly, Council is being requested to authorise the Mayor and CEO to sign and affix the Town's common seal to a two year contract with Perthwaste. The new contract is scheduled to commence on 29 November 2013.

BACKGROUND

In October 2008, Council signed a five year contract with Cleanaway for waste collection and processing until 28 November 2013. Following the initial period, the Town had the option of extending the contract (in its current form) for another five years. However, due to the intended introduction of the three bin system and also pending amalgamations, this was not considered the preferred option.

Using the West Australian Local Government Association (WALGA) preferred supplier list, four companies were requested to quote on all waste collection and processing services for the Town based on a two (2) year contract with the option of an extension for up to 12 months.

The Town received two quotes including one from the current contractor, Cleanaway. The officer evaluation revealed that both companies met the qualitative criteria and therefore the final recommendation also had regard to the price schedule. Perthwaste provided a more competitive and comprehensive quote. The evaluation of the two quotes has been provided as a confidential attachment to this report.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation. The value of the contract is approximately \$545,000 for the first year with a CPI equivalent increase for the second year of the contract.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The quote provided by Perthwaste is considered to be the most competitive and beneficial to Council. If successful, in addition to the existing waste and recycling services, Perthwaste will also be collecting and processing the Town's fortnightly greens in-house for a fixed price. This is attractive for the Town as it removes the uncertainty of penalties for contamination rates and also ensures maximum possible waste diversion from landfill.

Perthwaste is also currently contracted by and has references from the Town's of Cambridge, Claremont and Mosman Park, the Shire of Peppermint Grove and the City of Nedlands. Therefore, a new two year contract based on the quote provided by Perthwaste is supported and recommended for endorsement.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Jeanes, seconded Cr Pyvis

THAT Council authorise the Mayor and CEO to sign and affix the Town of Cottesloe common seal to the Waste Collection and Processing Services Contract with Perthwaste/Green Recycling for an initial period of two years commencing on 29 November 2013.

Carried 6/0

11.1.2 CHANGES TO JOINT LIBRARY FUNDING ARRANGEMENTS

File Ref: SUB/546
Attachments: [Minutes of the Library Management Committee](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate & Community Services
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

At the Library Management meeting on 11 September 2013, it was resolved to forward a request from the Town of Mosman Park to alter the funding arrangements for the Library to all member councils for consideration. The purpose of this report is to present the request to Council for its consideration.

BACKGROUND

The current funding arrangement for the Library is outlined in the *Project Management and Construction Agreement*, which has been endorsed by all member Councils. The agreement provides that the “ownership” of the Library and Community Centre, is proportional to the populations of each of the member local governments, and this level of equity is reported in our Statement of Financial Position. The agreement defines the Library “as including the Community Learning Centre” in the document (definitions on page 2) as well as stating that the funding of the Library is on the basis of a proportion of the population – as shown in the latest Census.

The current percentages are:

Town of Cottesloe:	42.89%
Town of Mosman Park:	48.49%
Shire of Peppermint Grove:	8.62%

If no change is made to the funding agreement, these percentages will remain in place until the results of the next census are published in 2016.

STRATEGIC IMPLICATIONS

Nil – as the operations of the Library are not intended to be changed at this stage, simply who funds them.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

If the change proposed by the Town of Mosman Park were to be implemented the Town of Cottesloe would save \$35,138 in the first year and the Town of Mosman Park would save \$55,728, with the \$90,865 collectively saved, being paid for by the Shire of Peppermint Grove.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

As there are no changes proposed to the Library's operations, there are no perceived sustainability implications.

CONSULTATION

Library Management Committee

STAFF COMMENT

The proposal as put by the Town of Mosman Park is to alter the funding of the library as follows:

1. *Contribution to Library income, to cover resident related expenditure, on an agreed official population basis.*
2. *Contribution to Library income, to cover non-resident related expenditure, calculable via an agreed basis, on even share basis.*
3. *Contribution to community centre income on an even share basis.*

For the last financial year, 75% of Library memberships were for residents of the member councils, with the remaining 25% being from non-member Councils. As per the *Library Board (Registered Public Libraries) Regulations 1985*, there are no restrictions on memberships for non residents, just as residents of any of the member Councils can be members at libraries in other local government areas. If the funding arrangements as proposed by the Town of Mosman Park were implemented using the 75%/25% split, with the even basis being one third each, the Town of Cottesloe would save \$35,138, the Town of Mosman Park would save \$55,728, however these savings would be directly funded by the Shire of Peppermint Grove, who would need to contribute an additional \$90,865.

There are number of factors to consider in the proposed changes to the Library funding arrangements. While it may be tempting at first to simply change the funding agreement to save the \$35,138 (on this year's figures) using memberships as a way to allocate funding does have its drawbacks. Firstly, memberships, and percentages thereof, are not stable, difficult to audit and can be managed. There are also discrepancies in how many memberships there are in each household (i.e. some households would share a card) and differences in usage and borrowing habits of members.

Another potential way to apportion the resident and non-resident costs would be on a percentage of borrowings. However, these statistics are again not stable, can be managed and can be difficult to audit. Further, borrowings are not reflective of other

costs met by the Library, such as the local history collection, online services, information evenings or simply using the facilities at the Library.

It's believed that these reasons shaped the initial agreement and hence a proportion of populations was seen as the fairest was to apportion costs. Populations, as calculated by the Census only change every 5 years, are definitive and easily verified. They are not able to be manipulated or managed in anyway, and are calculated in a consistent fashion across the member Councils.

There are other factors that come into the fairness debate as well. One such argument, as put forward at the Library Management Committee meeting is that if each Council were to have their own library, chances are that Cottesloe and Mosman Parks Libraries would be larger, with access to more resources, and hence would draw a larger portion of non-resident members. Further as the Shire of Peppermint Grove only has borders with the two Towns, the non-resident members (who predominantly come from Claremont, Nedlands and North Fremantle) would be more likely to use the Towns' Libraries, as they would be closer.

Another factor to consider is the impact on the respective budgets that this change would have. If the entire cost or saving were to be funded by rates or result in reduced rates, the Town of Cottesloe would reduce its rates by 0.42%, the Town of Mosman Park would reduce its rates by 0.75%, whereas the Shire of Peppermint Grove would need to increase its rates by 3.56% - simply to cover the additional costs.

As the only point being discussed in this proposal is a change in the way costs are apportioned, it is not envisaged that the changes will in anyway effect the library's operation.

The recommendation provided below is based on;

1. The proposed change will introduce a level of uncertainty with the apportionment of costs, meaning that actual cost increases for each member Council could vary each year more than the cost increase the library services;
2. The system, as it stands, reflects most closely the cost that would be in place if each Council ran its own library; and
3. If this library was a part of a single Council, the cost allocated to each resident would be a function of the percentage of their rateable value, not a function of which suburb they lived in. Hence the population method is the method that most closely resembles this apportionment level.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Dawkins, seconded Cr Rowell

THAT Council informs the Shire of Peppermint Grove, that it does not support any change to current method of apportioning costs for The Grove Library and Community Centre.

Carried 6/0

11.1.3 STRUCTURAL REPAIRS REQUIRED TO SEA VIEW GOLF CLUB BUILDING

File Ref: PR51210-01
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Andrew Jackson
Manager Development Services
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

This report informs Council of concrete cancer and other deterioration affecting the Sea View Golf Club (SVGC) building and recommends arrangements for repairs involving the Town and the Club.

Sea View Golf Club is Crown reserve land vested in the Town and the Club is lessee at a peppercorn rental. Repairs to the building as a priority are important in terms of use, safety, amenity and asset management.

BACKGROUND

Earlier this year the Principal Building Surveyor upon inspection of the Club building advised of the extent of concrete deterioration, and some other building fabric. The Town obtained a structural observation report from an engineer which details the deterioration. In summary, this concluded that:

- The building has suffered from exposure to the coastal elements and appears to have had little maintenance over time.
- The concrete cancer should be repaired as soon as possible to ensure structural soundness.
- The timber sleeper retaining wall should be replaced with a proper alternative.
- The steel patio and verandah should be replaced to avoid water damage.
- The asbestos lean-to roof should be removed and replaced with alternative material.

The Club has planning approval to add a deck and toilets to the building, but the need for prior repairs has put this on hold. The repairs are also relevant to any future proposed alterations or additions to the building.

The Town has obtained three quotes from concrete repairers in order to gauge the likely cost and method of repairs, ranging between \$90,000; \$109,224; and \$293,400. For this major repair work the Town should obtain additional quotes in order to compare costs, methods and credentials.

If the cost of repairs is under \$100,000, a contractor can be selected from quotes. If the cost is over \$100,000, a tender process is required. For the Town to contribute funds, a Budget amendment would be required, involving an absolute majority decision of Council.

STRATEGIC IMPLICATIONS

- The SVGC course is State heritage listed.
- The Club premises form part of the social heritage value although the building has little heritage value architecturally.
- The golf course/building is a key community recreational asset for the Town.

POLICY IMPLICATIONS

- Relates to asset management and recreational resources.

STATUTORY ENVIRONMENT

- Local Government Act
- Land Administration Act
- Lease agreement between SVGC and the Town of Cottesloe:

10.1 Maintenance of the Golf Course

The Lessee must maintain the Golf Course in a tidy and good condition including but not limited to:

(c) maintaining the structure of the Building in a safe and sound condition and in a proper state of decoration both internally and externally.

FINANCIAL IMPLICATIONS

- Unforeseen expenditure – for the Town to contribute, Reserve funds or a budget amendment would be required.
- The Club currently services a loan from the Town for reticulation equipment that runs until October 2023.

CONSULTATION

- This matter does not involve public consultation.
- The Club's Board intends to consult its members in anticipation of Council's consideration.

STAFF COMMENT**Liaison with Club**

The Town has corresponded and met with the Club to address the situation, as follows:

- On 24 July 2013 the Town wrote to the Club outlining the matter for consideration of responsibilities, costs and rectification.
- The Town and Club's executive officers met on 1 and 16 August 2013.
- A letter from the Club received on 3 September 2013 advised that the Board acknowledged the shared liability for the cost of repairs and had committed \$10,000 to the works. The Club also advised it would provide information on

the Club's finances demonstrating its limited capacity to contribute capital funds.

- On 1 October 2013 the Town wrote to the Club noting the offer and advising of the intent to report to the Works & Corporate Services Committee on 29 October 2013, then Council on 4 November 2013. Further, the letter suggested an option of equal cost sharing of the repair cost (estimated to be at least \$90,000) whereby the Club may wish to consider funding its portion by extending the term of its current loan from the Town; that is, based on existing repayments the Club's share of \$45,000 would result in four additional payments, extending the life of the loan until October 2026.
- On 18 October 2013 the Club replied that the Board would consider doubling its cash contribution to \$20,000, but is not positioned to contribute more, especially as it is wholly carrying the \$380,000 cost of reticulation repairs, by way of a loan from the Town. The Club also seeks repairs as soon as possible, so that it can add the approved deck to the building.

Town's position

The Club building was originally funded by the Club. Maintaining the building in good condition is fundamental to continuation of the Club, without which it could not function.

Today the Town is custodian of the Club building by virtue of the golf course Crown reserve vesting. As such the building is listed as one of the Town's assets. It is also a Public Building, which the Town regulates in terms of maximum number of persons and public health/safety inspections (i.e. toilets, kitchen, emergency exits, etc). Because the building is leased to the Club on a peppercorn basis, the Town does not manage or maintain it directly and has not budgeted for any repairs to the building. This reflects the fact that the Club is private rather than public, whereby the Town is not obliged to fund its administration or upkeep. Further, any lease payments that would normally be expected are foregone, and in exchange there is an expectation that the building will be maintained.

The Town has provided the Club with a copy of the structural engineer's report (which was paid for by the Town). The Club is intending to undertake works on an approved deck and toilets at an estimated cost of \$75,000 however these works are on hold until the building related issues are resolved.

Club's position

The Club is aware of the building deterioration, and in 2011 obtained an indicative quote of \$71,000 for concrete repairs; but apparently has not drawn the matter to the Town's attention.

The Club is financially constrained, with most of its income spent on the operation and maintenance of the course. Whilst under the lease the Club is responsible to maintain the structure of the building, the Club has not seen this as including structural works and has not budgeted for such. The Club is conscious of the need to

be financially sustainable and like many clubs is exploring how to respond to that challenge.

The Club also has a duty of care to its members in relation to the golf course and building.

Funding options

A range of funding options have been identified as follows:

1. Club funds total cost of all repairs – by way of its capital; a loan extension from the Town; and/or a special levy of its members
2. Club contributes \$20,000 (or more) and Town funds balance – latter by way of a loan extension to the Club and/or from its reserves.
3. Club and Town fund half each – i.e. with no extended loan repayments.
4. Town funds total cost of all repairs.

As the Town has little, if any, direct liability for maintenance of the building and that responsibility falls to the Club under the lease, the Club could be expected to plan for and carry all maintenance works and costs on an ongoing basis. It is acknowledged, however, that the Club, like many other community groups, is financially constrained. At the same time the Town has an indirect interest in the future of the golf course/premises as an open space and recreational resource, with landscape, heritage and community values.

CONCLUSION

The premises are essential to continuation of the golf course and both the Club and the Town and have an interest in ensuring building maintenance and public safety. The concrete repairs represent a priority and a major cost. The other repairs are minor and much cheaper, while still important.

The estimated cost of repairs is a fraction of the partial reconstruction or total replacement cost of the building.

Although the Town has no overriding obligation to partially or wholly fund the building repairs, in this instance an equal cost-sharing arrangement to raise the initial funds, with the Town's prefunded amount to be repaid by the Club via a loan extension from the Town, would facilitate the repairs.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Cr Rowell expressed concern that the Club had not informed Council about its building's structural issues earlier. Cr Jeanes echoed the sentiments of Cr Rowell. Cr Rowell commented that he believes the repairs are the responsibility of the Club however, the Club is a Council asset and therefore the Town should consider providing financial assistance. Cr Rowell suggested that the amount SVGC would be required to pay could be added to their existing loan with the Town.

Mayor Dawkins questioned the variation in the quotes for repairs and noted the officer's intention to seek additional quotes for the repair work.

Committee discussed the value of the Club and open space to the community with many members of the public accessing the golf club grounds and that it is in the residents' interests to maintain the golf course. Cr Pyvis suggested that the Club could consider imposing a levy on its members in order to raise funds for the repairs.

Cr Rowell then queried how long the Town had known about the structural issues and Manager Engineering Services advised that earlier this year the SVGC submitted a building application for a deck extension. When the Principal Building Surveyor conducted an inspection of the site, the extent of the concrete deterioration was discovered.

With the President of SVCG, and the Club's Treasurer, in attendance. Cr Rowell summarised the Committee's discussion to date and invited comments from them. Mr Gallagher advised that several years ago, the Club undertook a review of its finances to identify cash flow items. One potential revenue stream identified was to make better use of the Club House and use the facility for functions. Mr Gallagher advised the function room had recently been refurbished and a functions supervisor appointed. The next step was to build a deck, which resulted in the aforementioned inspection by the Principal Building Surveyor. Mr Gallagher added that the Club wants to fully cooperate with the Town and the Club supports the officer recommendation.

Cr Jeanes asked the club if they had imposed a levy on its members in order to raise funds for the deck. Mr Gallagher confirmed that, a levy was imposed on members in order to raise funds. Mr Gallagher added that the levy resulted in the loss of some members from the Club and therefore he believes the club has a limited capacity to introduce another levy. Mr Gallagher commented that he has ensured the club undertakes strict financial reporting which the Club does, including regular reporting to the Town and the servicing of an existing loan for an upgrade to their reticulation systems.

Cr Jeanes commented that overall he was happy with the officer recommendation but was concerned that the exact amount required to undertake the repairs was not yet confirmed.

OFFICER RECOMMENDATION

Moved Cr Jeanes, seconded Cr Angers

THAT Council:

1. Advises Sea View Golf Club that it will agree to equal cost-sharing of the concrete repairs, and other repairs, identified in the Structural Observation Report, on the basis of the current loan from the Town to the Club being extended for a duration covering agreed repayment installments.
2. Requests officers to obtain further quotes for the concrete repairs, and other repairs, identified in the Structural Observation Report, and arrange those

repairs individually where under \$100,000 each, in consultation with Sea View Golf Club.

3. Requests officers, based on the costs determined for all of the repairs, to formalise the loan extension with Sea View Golf Club and report to Council for the allocation of funds, from existing budget reserves or future Budget, for its contribution to the total cost.
4. Advises Sea View Golf Club that the club building and other buildings, structures, plant and equipment are required to be well-maintained by the Club in perpetuity, whereby pursuant to the lease from the Town the Club should undertake regular inspections, maintenance works and planned expenditure funded by the Club accordingly.

AMENDMENT

Moved Mayor Dawkins, seconded Cr Jeanes

That the officer recommendation be amended in point one to include the words “in principle” and therefore read:

“Advises Sea View Golf Club that it will agree in principle to equal cost-sharing of the concrete repairs, and other repairs, identified in the Structural Observation Report, on the basis of the current loan from the Town to the Club being extended for a duration covering agreed repayment installments.”

That the words “and arrange those repairs individually where under \$100,000 each” be removed from point two of the officer recommendation to read:

“Requests officers to obtain further quotes for the concrete repairs, and other repairs, identified in the Structural Observation Report, in consultation with Sea View Golf Club.”

Carried 6/0

COMMITTEE RECOMMENDATION

THAT Council:

1. **Advises Sea View Golf Club that it will agree in principle to equal cost-sharing of the concrete repairs, and other repairs, identified in the Structural Observation Report, on the basis of the current loan from the Town to the Club being extended for a duration covering agreed repayment installments.**
2. **Requests officers to obtain further quotes for the concrete repairs, and other repairs, identified in the Structural Observation Report, in consultation with Sea View Golf Club.**
3. **Requests officers, based on the costs determined for all of the repairs, to formalise the loan extension with Sea View Golf Club and report to Council for the allocation of funds, from existing budget reserves or future Budget, for its contribution to the total cost.**

4. **Advises Sea View Golf Club that the club building and other buildings, structures, plant and equipment are required to be well-maintained by the Club in perpetuity, whereby pursuant to the lease from the Town the Club should undertake regular inspections, maintenance works and planned expenditure funded by the Club accordingly.**

THE AMENDED SUBSTANTIVE MOTION WAS PUT

Carried 6/0

11.1.4 APPLICATION FOR FIREWORKS 13 DECEMBER 2013

File Ref: SUB/1464
Attachments: [Minimal Clearance Distances For Aerial Fireworks Map of Site](#)
Responsible Officer: Mat Humfrey
Manager Corporate & Community Services
Author: Sherilee Macready
Community Development Officer
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

An application has been received for a Fireworks Event to be held on Friday 13 December 2013 at 8.15pm for ten minutes duration at North Cottesloe Primary School, between Eric and Greenham Street. The event is part of a centenary celebratory function to be held at North Cottesloe Primary School, 100 Eric Street, Cottesloe.

BACKGROUND

The current request has been submitted by the licensed fireworks contractor, Kim Gamble, for the oval at North Cottesloe Primary School. The event is part of the celebratory function as part of North Cottesloe Primary School's centenary year. According to the contractor, the fireworks will be set up on the North Cottesloe Primary School oval, therefore requiring additional safety measures which will be provided by two security guards and four spotters. Further measures will also be taken to secure the area with signs and a roped off access points, including a barrier 60 metres from the firing point.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Fireworks Policy: (Resolution No: 10.5.1, Adopted: November, 2012)

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Nil

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

According to the Fireworks Policy the main issues to be considered by Council when approving a fireworks event are:

- potential damage to sand dune vegetations caused by spectators and fireworks;
- litter management and disposal;
- adverse noises for adjacent residents and nesting birds; and
- public liability protection for the Town of Cottesloe.

Mr Gamble has stated the following:

- the display would not affect any sand dune vegetation because the event is located on North Cottesloe Primary School property;
- all litter will be collected completely;
- noise will be limited due to the size of the aerial shells being 60mm in diameter and comprising only 10 in number. In addition, low level type ground fireworks will be used;
- The duration will be 10 minutes, and due to the open area of the fireworks, the noise factor will be minimal;
- Public Notice of the Fireworks event will be carried out by letter drop to all surrounding residents within 1km of the Fireworks site; and
- A certificate of currency for \$10m for public liability insurance will be provided to the satisfaction of the CEO prior to the event.

Section 7 of the Government of Western Australia, Department of Mines and Petroleum Firework Event Notice shows the various departments which must be notified by organisers regarding the firework event. These are:

- Department of Planning and Infrastructure (Marine Safety Branch)
- Local Volunteer Marine Rescue
- Local Police
- Department of Fire and Emergency Services

Additionally a cadastral map has been attached showing a 50m radius from the event site, in accordance with type of fireworks listed in the application to the department of Mines and Petroleum. The standard supporting the 50m radius is listed in the first row of the table attached.

The Firework Policy states that applications are to be accompanied by a map or aerial photograph setting out the site of the Fireworks and showing a 200m and 500m radius from the event site, which has been outlined in the attached map.

The Firework Policy also states that, 'Applications will not be approved for events within 500m of a Sensitive Place, or for hours outside Restricted Times, or for events beginning later than 8.30pm'. The event is scheduled to take place between 8.15pm to 8.25pm and appears to be 500m from the nearest sensitive place.

In considering this matter Council has a number of options including:

1. Approve as requested
2. Approve with conditions
3. Not approve

As the application is not completely consistent with the guidelines contained within the Fireworks Policy, officers cannot recommend approval. However as the policy serves only as a guide to Council decisions, Council has the ability to set the policy aside where it believes it is in the best interests of the community to do so.

If Council were to approve the fireworks on Friday 13 December 2013 it would be prudent to attach the following conditions to such an approval:

- Duration of fireworks display is not to exceed 10 minutes;
- That all litter will be collected completely;
- Applicant to pay for notice in local newspaper notifying residents of the Fireworks event a minimum of 10 days prior to the event;
- Notification of the fireworks event by a letterbox drop to all surrounding residents within 200m of the Fireworks site a minimum of 10 days prior to the event;
- Submission of an acceptable plan detailing how the affected area is to be kept clear and safe;
- Subject to relevant Department of Mines and Petroleum and other permits being obtained and copies being provided to the Town; and
- Public liability insurance to cover the fireworks event for no less than \$10 million to be provided to the Chief Executive Officer prior to the event.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Cr Rowell stated that he was supported of the application and Committee was supportive of the request subject to a number of conditions hence the alternate motion. Cr Pyvis asked if, given the time of year, members of the fire service would be present at the event. Manager Corporate and Community Services advised that the permit to hold a fireworks event is issued by the Department of Mines and Petroleum and one of their conditions is that the Department of Fire and Emergency Services is made aware of the event.

OFFICER RECOMMENDATION

THAT Council:

1. Not approve the application for fireworks at 8.15pm on Friday 13 December 2013.
2. Advise the applicant of Council's decision accordingly.

Lapsed for want of a mover/seconded

ALTERNATE MOTION

Moved Mayor Dawkins, seconded Cr Jeanes

THAT Council:

1. **Approve the application for fireworks at 8.15pm on Friday 13 December 2013, subject to the following conditions:**
 - a) **Duration of fireworks display is not to exceed 10 minutes;**
 - b) **That all litter will be collected completely;**
 - c) **Applicant to pay for notice in local newspaper notifying residents of the Fireworks event a minimum of 10 days prior to the event;**
 - d) **Notification of the fireworks event by a letterbox drop to all surrounding residents within 200m of the Fireworks site a minimum of 10 days prior to the event;**
 - e) **Submission of an acceptable plan detailing how the affected area is to be kept clear and safe;**
 - f) **Subject to relevant Department of Mines and Petroleum and other permits being obtained and copies being provided to the Town; and**
 - g) **Public liability insurance to cover the fireworks event for no less than \$10 million to be provided to the Chief Executive Officer prior to the event.**
2. **Advise the applicant of Council's decision accordingly.**

Carried 6/0

11.1.5 HBF ROTTNEST CHANNEL SWIM - 2014

File Ref: SUB/1684
Attachments: [Event Application](#)
[Event Map](#)
Responsible Officer: **Mat Humfrey**
Manager Corporate & Community Services
Author: **Sherilee Macready**
Community Development Officer
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

The Rottnest Channel Swim Association Inc. is seeking Council's approval to host the 2014 HBF Rottnest Channel Swim from Cottesloe Beach on Saturday 22 February 2014.

BACKGROUND

The HBF Rottnest Channel Swim is an annual event, commencing from Cottesloe Beach to Rottnest Island, with approximately 2400 swimmers participating, 850 of which are expected to depart from Cottesloe at 5.45am.

Last year's event was successfully held on Saturday 23 February, again reaching its maximum participation capacity.

The first wave of solo swimmers will be leaving Cottesloe at 5.45am and the last wave of team swimmers expected to leave the beach by 7.45am. The event has four participation categories for competitors, which are: Solo; Duo; Team (of 4); and Charity Challenge (teams of 4), with entries opening on the 4 of November 2013.

The 2014 event finishes at Thomson Bay, Rottnest Island, and the race distance is 19.7km.

The age requirement for the 2014 HBF Rottnest Channel Swim is a minimum of 14 years of age (on the day of the event), in accordance with the FINA rules for open water swimming (OWS 1.2).

Organisers will provide extra toilets and bins to cater for the expected number of patrons attending the event. Suitable parking arrangements to cater for the expected patrons will be investigated.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Beach Policy – This event appears to be in compliance with the Town of Cottesloe's Beach 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

Nil

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Adequate arrangements are made for rubbish collection and removal, including the provision for recycling.

CONSULTATION

Nil

STAFF COMMENT

Due to the history of this event and the success of the organisers in previous years, the officer recommendation is to approve this application.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Dawkins, seconded Cr Pyvis

THAT Council approve the application to hold the 2014 HBF Rottnest Channel Swim on Saturday 22 February 2014, from 5.45am to 7.45am, subject to the following conditions:

- 1. Adequate arrangements for rubbish removal and collection, including the provision for recycling.**
- 2. Compliance with the Environmental Protection (Noise) Regulations 1997.**
- 3. Compliance with the requirements for sanitary facilities, access and egress, first aid and emergency response as per the *Health (Public Buildings) Regulations 1992*.**
- 4. Appropriate Public Liability Insurance, with cover no less than 10 million dollars.**
- 5. Compliance with the Town's Beaches and Beaches Reserves Local Law 2012.**
- 6. Class the event as "Charitable" and charge no fee for the event.**
- 7. Administration to investigate suitable parking and traffic management arrangements for this event.**

Carried 6/0

11.2 ENGINEERING

11.2.1 COTTESLOE CIVIC CENTRE - LIMESTONE WALL RECONSTRUCTION AND TREE REMOVAL

File Ref: SUB/123
Attachments: [Photographs of the Wall](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

For the 2013/2014 financial year, the main project being planned for the Civic Centre Grounds Restoration is the reconstruction of a 20 metre section of the limestone wall on the edge of De Bernales Walk.

The restoration works on this section of wall cannot be undertaken without the removal of one large Norfolk Island pine tree immediately behind the wall.

The recommendation is that Council;

1. Obtain approval from the State Heritage Office for the removal of one large Norfolk Island pine tree from the edge of the limestone retaining wall beside De Bernales Walk.
2. Once approval for the tree removal is obtained, undertake the tree removal and commence arrangements for the demolition and proper replacement and restoration of the appropriate section of limestone wall.

BACKGROUND

There is an approved budget of \$220,000 in the 2013/2014 financial year for Civic Centre Grounds Restoration. The priority work for this year is the reconstruction of approximately 20m of leaning and poor condition limestone retaining wall on the north side of De Bernales Walk. This particular section was poorly restored in the 1980's or early 1990's. Also, the nearby Norfolk Island pine tree with its trunk approximately 1.2m away from the top of the 2.5m high wall, has a root ball against the wall. As the tree grows, the pressure on the wall is increasing and the wall is both degenerating and leaning towards the path.

With the tragic collapse of a wall in Melbourne in the past year, local government authorities have been requested to inspect the condition of high or retaining walls under their control and take any required action to ensure they are made safe.

This section of wall, after inspection of all Civic Centre walls, is seen to be of most concern. To remove the wall section for reconstruction the very large Norfolk Island pine tree hard up against the wall could not be retained.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Public liability is the major concern. If Council has doubts on the condition of a high retaining wall, adjacent to a public walkway, and does not ensure the public safety of the wall and walkway, there is a liability and financial risk to Council.

FINANCIAL IMPLICATIONS

The current budget allocation for the Civic Centre Grounds Restoration is sufficient to cover the proposed works.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

A new Norfolk Island pine tree would be planted further away from the wall to replace the removed tree. The sustainability of public safety is the main issue in this case.

CONSULTATION

Staff have consulted limestone wall contractors and experienced tree experts. An application is proposed to the State Heritage Office regarding the tree removal.

STAFF COMMENT

The issue is relatively simple. This section of wall, which forms part of a public walkway, is in poor condition and can only get worse. It cannot safely be replaced with a safe structure unless the tree is removed. The tree has caused the majority of the wall deterioration and the tree can only get larger and have a bigger negative impact on the condition of the wall.

The weight and wind loading of the tree makes the idea of using anchor cables to restrain any movement while the wall is demolished and rebuilt unfeasible. No known root barrier or container could be used to restrain the root system of such a large mature tree.

These factors make the restoration of long term safety to this part of the wall a priority in the expenditure of the current budget allocation.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Jeanes, seconded Cr Angers

THAT Council:

- 1. Obtain approval from the State Heritage Office for the removal of one large Norfolk Island pine tree from the edge of the limestone retaining wall beside De Bernales Walk.**
- 2. Once approval for the tree removal is obtained, undertake the tree removal and commence arrangements for the demolition and proper replacement and restoration of the appropriate section of limestone wall.**

Carried 6/0

11.2.2 TENDER FOR THE SUPPLY AND LAYING OF ASPHALTIC CONCRETE

File Ref: SUB/600
Attachments: [CONFIDENTIAL Precip of Costing Details Taken From Received Tenders](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

The Town of Claremont has advertised a tender for the supply and laying of all road and car park asphaltic concrete (hotmix) for a period to June 2015, on behalf of the local authorities of Cottesloe, Claremont, Mosman Park, Peppermint Grove, Subiaco and Cambridge. This follows the completion of the previous three year contract at the end of June 2013.

The recommendation is that Council:

1. Accept the tender prices submitted by Roads 2000 for the supply and laying of construction and rehabilitation asphaltic concrete, plus ancillary services, for the period to the end of June 2015, with a possible one year extension, commencing November 2013.
2. Inform all companies not successful with this contract of Council's decision, with thanks for the work put into their tender.

BACKGROUND

In 2010, the Town of Cottesloe arranged for the three year asphaltic concrete tender on behalf of the majority on the western suburbs councils, in order to achieve bulk purchase benefits for all participants. This time, the Town of Claremont has managed the process. A three year contract period is normally sought to facilitate long term planning of pricing for project and to reduce the effort in administering the tender process. This year the contract period ends at the end of June 2015, plus a possible one year extension, due to the possibility of a new City Council created by amalgamation requiring a change to the process or contactor.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Council's Purchasing Policy applies.

STATUTORY ENVIRONMENT

The Local Government Act 1995 requires all purchases in excess of \$100,000 per year be subject to a tender process. This has been achieved through a regional tender undertaken on behalf of all WESROC Councils, apart from the City of Nedlands.

FINANCIAL IMPLICATIONS

The Town of Cottesloe uses approximately 1000 tonnes of asphaltic concrete a year at \$150 to \$200 per tonne. Any major change in the cost per tonne can have a substantial impact of road construction and maintenance costs.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Other WESROC Councils and asphalt supply companies.

STAFF COMMENT

A total of six (6) tenders were received. Engineering staff from the six affected Councils attended several meetings to refine the tender specification then work through the tenders received.

Of the six tenders, one was non-compliant with the tender specifications and one dealt only with the profiling part of the tender i.e. the removal of old asphalt areas prior to the provision of the new asphalt layer.

The remaining tenders from Roads 2000, Asphaltech, Super Civil and Downer were analysed under the headings of Capacity, Demonstrated Understanding of the Required Tasks, Demonstrated Experience in Completing Similar Projects, Environmental Impacts and Price.

On that basis, the tender lodged from Roads 2000 was judged as the most advantageous to the six local authorities involved.

Roads 2000 has been Council's Asphalt contractor for the past 12 years. The tendered costs for the most used types of asphalt for Cottesloe represent a 22% average cost increase from the original previous average prices adopted three years ago, in 2010, for the most applicable tonnages used on typical Council jobs.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Jeanes, seconded Cr Angers

THAT Council:

- 1. Accept the tender prices submitted by Roads 2000 for the supply and laying of construction and rehabilitation asphaltic concrete, plus ancillary services, for the period to the end of June 2015, with a possible one year extension, commencing November 2013.**
- 2. Inform all companies not successful with this contract of Council's decision, with thanks for the work put into their tender.**

Carried 6/0

11.3 FINANCE

11.3.1 STATUTORY FINANCIAL REPORTS FOR THE PERIOD 1 JULY 2013 TO 30 SEPTEMBER 2013

File Ref: SUB/137
Responsible Officer: Mat Humfrey
Manager Corporate & Community Services
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

The purpose of this report is to present the Statutory Financial Statements and other supporting financial information to Council for the period 1 July 2013 to 30 September 2013.

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 allocations.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Statement of Financial Activity on page 1 of the attached Financial Statements shows favourable operating revenue of \$184,893 or 25% as compared to the year to date budget. Operating Expenditure is \$745,296 or 26% less than year to date budget, of this amount, \$520,192 relates to depreciation charges yet to be posted. This will be rectified as soon as the Financial Statements for the year ended 30 June 2013 are signed off by Council's auditors. All material variances are outlined on the Variance Analysis Report on pages 7 to 10 of the attached Financial Statements.

Capital expenditure is reported in detail on pages 26 to 29 of the attached Financial Statements.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Mayor Dawkins

THAT Council receive the Statutory Financial Statements including other supporting financial information as submitted to the 29 October 2013 meeting of the Works and Corporate Services Committee.

Carried 6/0

11.3.2 SCHEDULES OF INVESTMENTS AND LOANS AS AT 30 SEPTEMBER 2013

File Ref: SUB/150 & SUB/151
Responsible Officer: Mat Humfrey
Manager Corporate & Community Services
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 29 October 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 30 September 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 Investments on page 21 of the attached Financial Statements shows that approximately 36% of the invested funds are with the National Australia Bank, 26% with Bankwest, 22% with Commonwealth Bank and the remaining 16% with Westpac Bank.

The Schedule of Loans on page 22 of the attached Financial Statements shows a balance of \$5,793,188.04 as at 30 September 2013. Included in this balance is \$337,611.36 that relates to self supporting loans.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Mayor Dawkins

THAT Council receive the Schedule of Investments and the Schedule of Loans as at 30 September 2013. These schedules are included in the attached Financial Statements as submitted to the 29 October 2013 meeting of the Works and Corporate Services Committee.

Carried 6/0

11.3.3 LIST OF ACCOUNTS FOR THE MONTH OF SEPTEMBER 2013

File Ref: SUB/137
Responsible Officer: Mat Humfrey
Author: Manager Corporate & Community Services
Wayne Richards
Finance Manager
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

The purpose of this report is to present the list of accounts paid for the month of September 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 in September 2013 is included in the report on pages 11 to 17 of the attached Financial Statements. The following significant payments are brought to Council's attention;-

- \$85,899.50 to Macfield Construction Pty Ltd for construction works at the new disability footpath at the foreshore
- \$224,801.73 to WA Treasury Corporation for a loan repayment
- \$45,968.85 to Transpacific Cleanaway for waste collection services
- \$365,633.87 to the Department of Fire and Emergency Services for Council's first thirty per cent contribution towards emergency services

- \$750,000.00 to the Commonwealth Bank of Australia being a new term deposit
- \$750,000.00 to Bankwest being a new term deposit
- \$500,000.00 to National Australia Bank being a new term deposit
- \$150,000 to National Australia Bank being a transfer to Council's investment account
- \$82,345.74 & \$78,847.32 being payments to the Town's staff for fortnightly payroll.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Mayor Dawkins

THAT Council receive the list of accounts paid for the month of September 2013 as included in the attached Financial Statements, as submitted to the 29 October 2013 meeting of the Works and Corporate Services Committee.

Carried 6/0

11.3.4 RATES AND SUNDRY DEBTORS AS AT 30 SEPTEMBER 2013

File Ref: SUB/145
Responsible Officer: Mat Humfrey
Author: Manager Corporate & Community Services
Wayne Richards
Finance Manager
Proposed Meeting Date: 29 October 2013
Author Disclosure of Interest: Nil

SUMMARY

The purpose of this report is to present the Rates 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 23 and 24 of the attached Financial Statements shows a total balance outstanding of \$196,927.63 of which \$157,372.21 relates to the current period. The balance of aged debtors is \$39,555.42.

The Rates and Charges Analysis on page 25 of the attached Financial Statements shows a total balance outstanding of \$3,238,198.71 of which \$177,114.03 and \$494,505.19 relates to deferred rates and outstanding emergency services levies respectively. The Statement of Financial Position on page 4 of the attached Financial Statements shows total rates outstanding as a current asset of \$3,466,089 as compared to \$3,477,200 to the same period last year. The deferred rates balance is \$177,114 as compared to \$205,420 this time last year.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Mayor Dawkins

THAT Council receive the Rates and Charges Analysis Report and Sundry Debtors Report as at 30 September 2013. This information is presented in the attached Financial Statements as submitted to the 29 October 2013 meeting of the Works and Corporate Services Committee.

Carried 6/0

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

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY:**13.1 ELECTED MEMBERS**

Nil

13.2 OFFICERS

Nil

14 MEETING CLOSED TO PUBLIC**14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

14.2 PUBLIC READING OF RECOMMENDATIONS THAT MAY BE MADE PUBLIC

Nil

15 MEETING CLOSURE

The Presiding Member announced the closure of the meeting at 8:05 PM.

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