

TOWN OF COTTESLOE



WORKS AND CORPORATE SERVICES COMMITTEE

MINUTES

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
6.00 PM, TUESDAY, 17 JUNE 2014**

CARL ASKEW
Chief Executive Officer

19 June 2014

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Town for any act, omission, statement or intimation occurring during council meetings.

The Town of Cottesloe disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during council meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a council meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Town of Cottesloe during the course of any meeting is not intended to be and is not taken as notice of approval from the Town.

The Town of Cottesloe wishes to advise that any plans or documents contained within the agenda or minutes may be subject to copyright law provisions (*Copyright Act 1968*, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction.

Members of the public should note that no action should be taken on any application or item discussed at a council meeting prior to written advice on the resolution of council being received.

Agenda and minutes are available on the Town's website www.cottesloe.wa.gov.au

WORKS AND CORPORATE SERVICES COMMITTEE

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS.....	3
2	DISCLAIMER	3
3	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	3
4	PUBLIC QUESTION TIME	3
	4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	3
	4.2 PUBLIC QUESTIONS	3
5	PUBLIC STATEMENT TIME.....	3
6	ATTENDANCE	3
	6.1 APOLOGIES	3
	6.2 APPROVED LEAVE OF ABSENCE	4
	6.3 APPLICATIONS FOR LEAVE OF ABSENCE	4
7	DECLARATION OF INTERESTS.....	4
8	CONFIRMATION OF MINUTES.....	4
9	PRESENTATIONS	4
	9.1 PETITIONS.....	4
	9.2 PRESENTATIONS	4
	9.3 DEPUTATIONS	4
10	REPORTS	5
	10.1 ADMINISTRATION.....	5
	10.1.1 DAVIS CUP TIE - SEPTEMBER 2014	5
	10.1.2 REVIEW OF BEACH POLICY	9
	10.2 FINANCE.....	12
	10.2.1 ADOPTION OF THE 2014/2015 BUDGET	12
	10.2.2 STATUTORY FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2013 TO 31 MAY 2014	19
	10.2.3 SCHEDULE OF INVESTMENTS AND LOANS AS AT 31 MAY 2014	21

10.2.4	LIST OF ACCOUNTS FOR THE MONTH OF MAY 2014	23
10.2.5	RATES AND SUNDRY DEBTORS REPORTS AS AT 31 MAY 2014	25
11	ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	27
12	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY:.....	27
12.1	ELECTED MEMBERS.....	27
12.2	OFFICERS	27
13	MEETING CLOSED TO PUBLIC	27
13.1	MATTERS FOR WHICH THE MEETING MAY BE CLOSED	27
13.2	PUBLIC READING OF RECOMMENDATIONS THAT MAY BE MADE PUBLIC.....	27
14	MEETING CLOSURE.....	27

1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member announced the meeting opened at 6:04 PM.

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 Robert Rowell	Presiding Member
Mayor Jo Dawkins	
Cr Helen Burke	
Cr Sally Pyvis	
Cr Philip Angers	

Officers Present

Mr Carl Askew	Chief Executive Officer
Mr Mat Humfrey	Manager Corporate & Community Services
Mrs Siobhan French	Administration and Governance Officer

Gallery

Media (1)

6.1 APOLOGIES

Cr Peter Jeanes

Officer Apologies

Mr Geoff Trigg	Manager Engineering Services
----------------	------------------------------

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 Mayor Dawkins, seconded Cr Angers

[Minutes May 20 2014 Works and Corporate Services Committee.docx](#)

The Minutes of the Ordinary meeting of the Works And Corporate Services Committee, held on 20 May 2014 be confirmed.

Carried 5/0

9 PRESENTATIONS**9.1 PETITIONS**

Nil

9.2 PRESENTATIONS

Nil

9.3 DEPUTATIONS

Nil

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

The following items were dealt with en bloc:

10.2.2 Statutory Financials for the Period 1 July 2013 to 31 May 2014

10.2.3 Schedule of Investments and Loans as at 31 May 2014

10.2.4 List of Accounts for the month of May 2014

10.2.5 Rates and Sundry Debtors as at 31 May 2014

10 REPORTS

10.1 ADMINISTRATION

10.1.1 DAVIS CUP TIE - SEPTEMBER 2014

File Ref: SUB/236
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate & Community Services
Proposed Meeting Date: 17 June 2014
Author Disclosure of Interest: Nil

SUMMARY

Council is being asked to approve the hosting of aspects of the Davis Cup Tie, set for September 2014, at the Cottesloe Civic Centre. The event would be a partnership between several organisations, most notably, Tennis Australia, Cottesloe Tennis Club and the Town of Cottesloe.

BACKGROUND

The Davis Cup is an international tennis tournament which originated in 1899. Australia is the second most successful nation in the competition's history, winning the tournament 28 times, with only the US being more successful with 32 wins.

Cottesloe Tennis Club has been working with Tennis Australia, to see if this particularly tie (match) could be hosted in Cottesloe. In May 2014, it was announced that Cottesloe had been successful in winning the right to host the tie.

Hosting an event of such international standing has many benefits for the community. It is a unique opportunity and one that is unlikely to return to Perth for some time. It will allow the Town's assets to be showcased and will promote the Town in a positive light.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

There will be a cost to the Town in the hosting of this event. This cost will consist of increased maintenance work to restore facilities to normal post event.

Council is also being asked to consider a fee waiver for the event. The Town's fees and charges schedule assigns a fee for multiple area events based on the number of people who would attend. However, as not all of the ticket holders would attend the Civic Centre, this figure has been reduced. Based on the per day figure of \$6,000, the fees would equate to \$18,000. In exchange for waiving this fee, and in recognition of other in-kind support, Tennis Australia would name the Town of Cottesloe as an event sponsor and appropriate signage and acknowledgements would be made available to recognise this.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Due to the timing of the announcement, and the need for arrangements to be put in place as soon as possible, no consultation has been able to be undertaken with residents at this stage.

If approved, the event and its impacts on residents, particularly those in close proximity to the Tennis Club, will need to be communicated to those residents. Those residents directly affected will need to be considered in all planning for the event and event organisers have acknowledged in discussions their role in working with residents to ensure the smooth running of this event.

Officers have met with representatives of Tennis Australia and the Cottesloe Tennis Club to discuss the requirements of this event.

STAFF COMMENT

The hosting of a Davis Cup Tie is a unique opportunity for the Town that comes with its own challenges. The lead time for this event is only 14 weeks, which for an event of this size is unusual and challenging. There will be an impact on residents in the immediate area which will also need to be managed – as well as a number of logistical challenges which will need to be resolved.

However, the event is not beyond the capabilities of the Town to manage, nor is it out of scale with events that are hosted within the Town. Organisers are expecting 5,000 people per day of competition (3 days) which is a lower per day average than Sculpture by the Sea (approximately 9,000 per day, but higher peaks are experienced on weekends). Further as the event will be hosted in September, the beach is not expected to have particularly large crowds like we would see at other times of the year (Australia Day, HBF Channel Swim and Sculpture by the Sea).

The Civic Centre at this stage has no bookings on the days of competition – and officers have tentatively booked all areas to prevent any conflict occurring. Initial discussions with event organisers have indicated that the Civic Centre itself would be ideal for hosting the following activities:

- VIP Marquee (Main Lawn)
- Office Space (Upstairs training room)
- Media Room / Media Conferences (War Memorial Hall)
- Volunteer Muster Space (Lesser Hall)
- VIP Parking (Western Lawn)

All of these areas have been used for similar purposes for events previously and are well suited to the intended use.

In addition to the requirements mentioned above, organisers are also looking for support for event parking and a road closure. The organisers have indicated that they would like to be able to use Car Park 2 as a ticketed carpark for the three days of competition. While this has not been done before there are a number of factors that make this worthy of consideration;

1. The carpark only has two access points, making control of entry possible;
2. The carpark is in close proximity to the Tennis Club and Civic Centre;
3. There are nearly 500 bays in this carpark which represents the bulk of parking required; and
4. It would mean that rangers would not be required to patrol the carpark or monitor overstays in that area during the event itself.

Organisers have also acknowledged the need for public transport to be used by people attending the event. At this stage it is anticipated that people will be provided with information on how to get from Cottesloe Train Station to the event, and the possibility and cost of a shuttle bus service is being investigated.

Due to the number of people that would be expected to cross from the Civic Centre to the Tennis Club and the infrastructure that would be brought in to service the event, organisers have suggested that it would be appropriate to close Napier Street, between Broome Street and the western boundary of the Civic Centre from 10 September to 15 September 2014. This is the three days of competition itself, with two days before and one after, to allow for the bringing in and removal of equipment and infrastructure.

Officers also recommend that the road closure be extended to Marine Parade (from Broome Street) during the times peak crowds are expected, with permits given to affected residents to bypass road blocks. With the number of people expected in this area, it would be best to avoid a turn-around point where a large volume of people is expected. The additional road closures would be kept in place for the minimum amount of time possible and the requirements would be conveyed to affected residents.

The office space that is required by Tennis Australia is for event organisers and support staff. The upstairs training room has been looked at and considered ideal for this purpose. The room has been used for a similar purpose by Sculpture by the Sea, with minimal disruption to the Town's staff.

COMMITTEE DISCUSSION

Cr Pyvis queried whether there were any potential sources of revenue for the Town to cover the cost of hosting the event. Mayor Dawkins commented that the Town is sponsoring the event "in kind" rather than financially and this was Council's way of supporting the event.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Dawkins, seconded Cr Burke

THAT Council:

- 1. Approve the use of the Cottesloe Civic Centre from Thursday 11 September 2014 to Sunday 14 September 2014, for events ancillary to the Davis Cup Tie;**
- 2. Approve the closure of Napier Street, between Broome Street and the western boundary of the Cottesloe Civic Centre from Tuesday 09 September 2014 to Monday 15 September 2014 inclusive;**
- 3. Approve the closure of Napier Street, between Broome Street and Marine Parade (residents excepted) on 12, 13 and 14 September, for 2 hours before the scheduled start of play to 1 hour post the completion of play at the Davis Cup Tie;**
- 4. Approve the use of the training room from 01 September 2014 to 15 September 2014 for Tennis Australia staff and officials, subject to any conditions imposed by the Chief Executive Officer for reasons of occupational health and safety or building security;**
- 5. Waive fees and charges associated with the hosting of the Davis Cup at the Cottesloe Tennis Club, including the permit fees associated with the event itself as well as the hire of the Cottesloe Civic Centre, in return for the support being appropriately recognised by Tennis Australia, to the satisfaction of the Chief Executive Officer; and**
- 6. Require that the event organisers, to the satisfaction of the Chief Executive Officer, advise adjacent residents of the event and the impact it will have on them and to work with the effected residents to minimise any disruption.**

Carried 5/0

10.1.2 REVIEW OF BEACH POLICY

File Ref: POL/40
Attachments: [Beach Policy](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate & Community Services
Proposed Meeting Date: 17 June 2014
Author Disclosure of Interest: Nil

SUMMARY

The Town's Beach Policy has been in place since May 2004. As it is more than 10 years old and pre-dates the current Beaches and Beach Reserves Local Law, it is recommended that it be reviewed.

BACKGROUND

The Beach Policy was formulated to guide the decision making of the Administration in the management of the beaches and beach reserves within the Town of Cottesloe. The policy is needed as while the local law does regulate activities on the beach, the local law is premised in most instances with the phrase "without the prior written approval of the Town". The effect of this is that most activities can be permitted, so long as an application is made which is in turn approved.

In 2012, the Town adopted a new Beaches and Beach Reserves Local Law. The revision of the local law, saw many redundant clauses removed. Further the form of the local law was amended such that rather than going into every specific activity that may be possible and writing a clause that prevents it, the law was written such that anything that was dangerous or would cause a nuisance was prohibited without prior written approval.

One such example is in the listing of the various forms of surfing. The previous local law went into great detail as to the various forms of surfing and excluding some but not others. For example windsurfing was allowed in some locations, but kite surfing was not mentioned and thus prohibited without written approval. The current version of the local law doesn't discriminate between activities that can be referred to as surfing, if one type of surfing is allowed, then the law allows all of them, unless the Town places signs to the contrary.

Since the writing of the policy there have been other changes that would have an impact on it. Examples include the arrival of events, such as Sculpture by the Sea. As these events are not specifically covered in the policy, any revision of the policy could reference these events and outline the Town's commitment to them.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

The Beach Policy would be reviewed and adopted with or without modification

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

While there is anticipated costs in the advertising of the policy review and the administrative costs in undertaking the works, it is anticipated these costs can be covered within the normal operating budgets.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

At this stage there is no anticipated sustainability implications in the review of the Beach Policy. However the beaches and beach reserves are an environmentally sensitive area and the recreation areas in these reserves are also prone to litter and other waste issues. Any policy position on these areas could have sustainability implications.

CONSULTATION

While no direct consultation has occurred on the Beach Policy to date, there have been a number of letters received in recent times on the events and activities that are permitted to occur on the beach and within the beach reserves. These letters often express concern about the activities that are allowed and potential impact on either the environment and/or other beach users.

It is proposed that the review will occur in two stages. The first stage will be advertising the Town's intent to review the policy and to seek submissions. Once received the submissions would be collated and referenced by Council in formulating a revised Beach Policy. The revised Beach Policy would then be advertised to allow further comment before final adoption.

STAFF COMMENT

Cottesloe is famous for its beaches and its coastal lifestyle. As such management of the beaches and beach reserves is of the highest importance. As the Beach Policy plays a vital role in the management of these areas, the policy should almost be given the same standing as a local law when it is reviewed and or amended. As such, it is recommended that the same consultation process be followed as set out below;

1. The intent to review the policy is advertised and submissions called for. It would also be appropriate to contact interested parties, such as the surf clubs, event organizers (Sculpture by the Sea for example), Coastcare and ratepayer and residents associations, to state the policy is being reviewed and requesting their input.

2. Once feedback is received and known issues collated, a re-write of the any required sections of the policy is undertaken. This would normally be done using in house resources, however, if the volume of feedback is considerable, a facilitator may be required and the issues workshopped.
3. Once any amendments are made and endorsed by Council, the amended policy would be advertised. Once again, interested parties would be notified, as would anyone who previously made a submission.
4. Once any further submissions are considered, the policy would be adopted with or without any minor amendments.

It is anticipated that there will be a higher level of interest in this policy, as there are many groups and individuals who use the beach who have concerns about how the beach is managed or how it is used by other beach goers. It will be a difficult task to balance all of the competing interests. However, as the policy provides a guide to decision making, the document itself can also be dynamic and have several revisions if required.

COMMITTEE DISCUSSION

Mayor Dawkins queried when the new policy would be implemented. Manager Corporate and Community Services estimated that the time frame would be approximately six months, however, this would depend upon the amount of feedback received.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Pyvis, seconded Mayor Dawkins

THAT Council advertise its intent to review the Beach Policy and call for submissions accordingly.

Carried 5/0

10.2 FINANCE

10.2.1 ADOPTION OF THE 2014/2015 BUDGET

File Ref: SUB/1827
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate & Community Services
Proposed Meeting Date: 17 June 2014
Author Disclosure of Interest: Nil

SUMMARY

Council is being asked to consider adopting the draft 2014/2015 as set out in Attachment 1.

BACKGROUND

Council is required under the *Local Government Act 1995* to adopt a budget for each financial year between 1 June and 31 August. The budget must be in the prescribed format and set expenditure levels and type for the year. The budget must also contain a forecast of all income and set the rate in the dollar for rates levied in the 2014/2015 financial year.

STRATEGIC IMPLICATIONS

The budget sets out how funds will be allocated to all project during the financial year, including all strategic projects. In the 2014/2015 there is funding allocated to strategic projects such as the infrastructure project in the Town Centre. All works outlined in the Town's five year asset replacement schedules for the 2014/2015 budget have been incorporated into the budget.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 (s6.2)

6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

* Absolute majority required.

- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —
-

- (a) the expenditure by the local government;
 - (b) the revenue and income, independent of general rates, of the local government; and
 - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
- (a) particulars of the estimated expenditure proposed to be incurred by the local government;
 - (b) detailed information relating to the rates and service charges which will apply to and within the district including —
 - (i) the amount it is estimated will be yielded by the general rate; and
 - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 - (c) the fees and charges proposed to be imposed by the local government;
 - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
 - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;
 - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
- (a) the form of the annual budget;
 - (b) the contents of the annual budget; and
 - (c) the information to be contained in or to accompany the annual budget

Local Government (Financial Management) Regulations 1996

Regulations 22 to 33 contain the requirements for the form of the budget document and the information to be contained within it.

FINANCIAL IMPLICATIONS

The budget allocated the Town's financial resources for the financial year ending 30 June 2015.

Overall the budget reflects the strong financial position the Town now finds itself in. The rate increase has been kept to 4.1% while still allowing for all asset management obligations to be met, as well as allowing for discretionary capital projects without effecting overall service provision. Importantly, the impact of cost increases imposed on the Town is the major contributor to the rate increase. One example being the increase in the landfill levy, which alone causes a 0.8% increase in rates.

STAFFING IMPLICATIONS

All associated staffing costs are contained within the draft 2014/2015 Budget.

SUSTAINABILITY IMPLICATIONS

The Town has several sustainability projects and programs contained within the budget. The Town is also benefiting financially from previous sustainability projects, such as reduced costs of fuel from more fuel efficient vehicles and reduced electrical costs through improvements to IT equipment. The Town also makes significant savings in electricity costs through the placement of photovoltaic cells on the roof of the Cottesloe Civic Centre, which provide a substantial portion of the electricity required by the Town's administration systems.

CONSULTATION

Public Consultation

As Council raises a differential rate, it is required to advertise its intention to do so. Council resolved to advertise its intention to raise a differential rate at its May round of meetings. The advertisements and notices were placed as required and no comment or feedback has been received.

The Town also advertised the community grants program and sent letters to community and sporting groups requesting submissions. The requests have been summarised within the budget document (page 42).

Council Workshops

There have been two Council workshops to directly discuss formulating the budget and a further two workshops to discuss the Long Term Financial Management Plan and the 5 Year Asset Replacement Schedules. These workshops also provided elected members with a chance to provide feedback on draft budgets and the documents that guide the formation of the budget. The final draft of the budget presented for consideration by Council incorporates the feedback received during these workshops.

The use of the Long Term Financial Plan and 5 Year Asset Replacement schedules is a part of shift to a more strategic budgeting process, rather than a reactive budgeting process. Council now anticipates its expenditures several years in advance and the administration allocate those expenditures to best ensure there are no significant increases in rates in any one year.

STAFF COMMENT

The process of compiling the 2014/2015 Budget began in February 2014, with Council adopting its 10 Year Financial Management Plan. This plan seeks to show all of Council's financial commitments over the 10 year period and allows for the

allocation of that expenditure such that rate shocks can be avoided. In March Council then considered and adopted the 5 year asset replacement schedules as the second part of formulating its budget. These plans for the basis for the “Capital” section of the budget. In April 2014, the current year’s budget was reviewed and projections were made for the anticipated end of year position. In May the final budget workshops were held to ensure that all of the required issues were covered and that the budget reflected Council’s strategic position.

The Town is in a strong financial position, having healthy reserves and operating at a very high level of operational efficiency. Much work has been done to ensure that operating revenue is maximised and that expenditure is undertaken in the most efficient way possible. While the Town is still budgeting for a small operating deficiency, the projections are showing this deficiency will reduce and become a small surplus in the near term. However, administration are still investigating ways this can be achieved in a shorter period of time, so that a greater portion of funds can be allocated to capital improvements and replacements.

The Town also has well maintained assets, which is the result of many years of investment in these assets and a well planned approach. As the assets are replaced as a part of the systematic approach, the yearly maintenance costs decreases and staff are spending less time responding to call outs, and more time working on strategic projects.

With an increase in rates at 4.1%, with all of the Town’s operating and asset management obligations being met – as well as their still being discretionary capital items within the budget – the Town is operating in the most sustainable way possible. Low rate increases with cuts to operating or asset management obligations are not sustainable – but neither are budgets that continue to raise rates well above the level inflation. If the Town can maintain the financial discipline it currently has, then the short to mid-term financial outlook for the Town is very positive.

Importantly, the rate increase above the level of inflation (3.1% in the March quarter) is a result of factors beyond the control of the Council itself. The increases in the landfill levy and utility costs have an impact of approximately 0.9% of rates, and other changes (such as increases to superannuation) account for the another 0.1%. While these cost increases could be offset by a reduction in other operating costs or reducing asset replacements, these strategies are not sustainable in the long term and would likely result in an increase of costs in later years.

VOTING

Absolute Majority

OFFICER & COMMITTEE RECOMMENDATION**Moved Mayor Dawkins, seconded Cr Rowell****THAT Council:**

1. **ADOPT the Budget for the year ended 30 June 2015, as attached, including:**
 - (a) **Adopting the Statement of Cashflows for the year ended 30 June 2015;**
 - (b) **Adopting the Rate Setting Statement for the year ended 30 June 2015;**
 - (c) **Endorsing the Statement of Comprehensive Income (by Nature and Type) for the year ended 30 June 2015;**
 - (d) **Endorsing Note 6 – Statement of Reserves for the year ended 30 June 2015;**
 - (e) **Endorsing Note 7 – Net Current Assets as at 30 June 2014; and**
 - (f) **Adopting the Fees and Charges for the year ended 30 June 2015.**
2. **ADOPT the rates (as per Section 6.32 of the Local Government Act 1995) as follows;**
 - (a) **Differential General Rates**

Impose rates in the dollar on the gross rental value of all the rateable property within the Town of Cottesloe for the financial year ending 30 June 2015 as follows;

 - (i) **GRV – Residential Improved (RI) – 5.263 cents in the dollar**
 - (ii) **GRV – Residential Vacant (RV) – 5.263 cents in the dollar**
 - (iii) **GRV – Commercial Improved (CI) – 5.263 cents in the dollar**
 - (iv) **GRV – Commercial Town (CT) – 6.086 cents in the dollar**
 - (v) **GRV – Industrial (II) – 5.263 cents in the dollar**
 - (b) **Minimum Rate**

Impose a minimum rate of \$1,008 for the financial year ended 30 June 2015
 - (c) **Refuse Collection**

Include in the rate charge for residential properties

 - (i) **a once per week service of 120 litre mobile garbage bin (MGB) for general household rubbish**
 - (ii) **a once per fortnight service of a 240 litre MGB for recyclable household rubbish**
 - (iii) **a once per fortnight service of a 240 litre MGB for household green waste**

Apply the following charges to residential properties for additional services (per annum GST inclusive)

- (i) General Rubbish – each service per week (120 litre MGB) - \$295**
- (ii) Recycling – each additional service per fortnight (240 litre MGB) – \$40**
- (iii) Greens Waste – each additional service per fortnight (240 litre MGB) - \$40**

Apply the following charges to commercial properties (per annum GST inclusive)

- (i) General Rubbish – each service per week (240 litre MGB) - \$335**
 - (ii) Recycling – one service per fortnight (240 litre MGB) - \$140**
 - (iii) Recycling – one service per week (240 litre MGB) - \$280**
- (d) Administration Charge – Local Government Act 1995 – S6.45(3)**

Impose an administration charge of \$18.60 where a payment of a rate of service charge is paid in instalments, except that eligible pensioners will be exempted from paying the charge

- (e) Interest on Outstanding Rates and Charges – Local Government Act 1995 – S6.51**

Apply an interest rate of 11% per annum to rates and services levied in the year ended 30 June 2015 which remain unpaid after they become due and payable and where no election has been made to pay the rate or service charge by instalments

- (f) Rates Instalment Payment Options**

Adopt the following rate instalment plans

- (i) Option 1**

To pay the total amount of rates and charges included in the notice in full by the 35th day after the issue of the notice

- (ii) Option 2**

To pay by four instalments, as detailed on the rate notices with the following anticipated dates;

First instalment	01 September 2014
Second Instalment	03 November 2014
Third Instalment	12 January 2015
Fourth Instalment	16 March 2015

After the due date for the first instalment, accounts paid by instalment will have an interest rate of 5.5% applied to the outstanding balance until the account is paid in full of the

due date for an instalment lapses. At that point the rates will become due and payable and interest of 11% will be applied to the outstanding balance at that time.

3. **ADOPT a rate of interest on money owing – Local Government Act 1995 – S6.13**

That Council apply an interest rate of 11% per annum to any amount not paid within 25 days of the date of issue of the account.

4. **ADOPT a Telecommunications Allowance – Local Government Act 1995 – S5.99A**

That Council adopt a Telecommunications allowance of \$1,600 for elected members

5. **ADOPT Members Attendance Fees – Local Government Act 1995 – S5.99**

That Council set an annual meeting attendance fee of \$15,500 for Council members and \$24,000 for the Mayor

6. **ADOPT the Mayor's Allowance – Local Government Act 1995 – S5.98 and S5.98A**

That Council set a Mayoral Allowance of \$27,500

7. **ADOPT the Deputy Mayor's Allowance – Local Government Act 1995 – S5.98 and S5.98A**

That Council set a Deputy Mayoral Allowance of \$6,875

Carried 5/0

**10.2.2 STATUTORY FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2013
TO 31 MAY 2014**

File Ref: SUB/1720
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate & Community Services
Proposed Meeting Date: 17 June 2014
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 31 May 2014.

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.

STAFFING IMPLICATIONS

Nil

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 \$626,286 or 27% more than year to date budget. All material variances are detailed in the Variance Analysis Report on pages 7 to 11 of the attached Financial Statements. Operating expenditure is \$11,513 or 0.1% less than year to date budget and capital expenditure, which is detailed on pages 29 to 33, is \$130,694 or 7% less than year to date budget.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Cr Burke

THAT Council receive the Statutory Financial Statements including other supporting financial information as submitted to the 17 June 2014 meeting of the Works and Corporate Services Committee.

Carried 5/0

10.2.3 SCHEDULE OF INVESTMENTS AND LOANS AS AT 31 MAY 2014

File Ref: SUB/1720
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate & Community Services
Proposed Meeting Date: 17 June 2014
Author Disclosure of Interest: Nil

SUMMARY

The purpose of this report is to present to Council the Schedule of Investments and the Schedule of Loans as at 31 May 2014, as included in the attached Financial Statements.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Schedule of Investments on page 23 of the attached Financial Statements shows that \$3,766,283.79 was invested at 31 May 2014. Approximately 28% of the funds are invested with Bankwest, 27% with Westpac Bank, 24% with National Australia Bank, and 21% with the Commonwealth Bank of Australia.

The Schedule of Loans on page 24 of the attached Financial Statements shows a balance of \$5,513,130.24 s at 31 May 2014. Included in this balance is \$291,856.83 that relates to self supporting loans.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Cr Burke

THAT Council receive the Schedule of Investments and the Schedule of Loans as at 31 May 2014. These schedules are included in the attached Financial Statements as submitted to the 17 June 2014 meeting of the Works and Corporate Services Committee.

Carried 5/0

10.2.4 LIST OF ACCOUNTS FOR THE MONTH OF MAY 2014

File Ref: SUB/1720
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate & Community Services
Proposed Meeting Date: 17 June 2014
Author Disclosure of Interest: Nil

SUMMARY

The purpose of this report is to present to Council the list of accounts paid for the month of May 2014, as included in the attached Financial Statements.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The list of accounts paid for the month of May 2014 is included in pages 12 to 20 of the attached Financial Statements. The following significant payments are brought to Council's attention;-

- \$31,020 to B & B Waste for waste collection/disposal charges
- \$46,971 to Perthwaste Green Recycling for waste collection/disposal charges
- \$83,263 & \$82,866 to Town of Cottesloe staff for fortnightly payroll
- \$186,180 to ROADS 2000 for construction and resurfacing works

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Cr Burke

THAT Council receive the list of accounts paid for the month of May 2014 as included in the attached Financial Statements, as submitted to the 17 June 2014 meeting of the Works and Corporate Services Committee.

Carried 5/0

10.2.5 RATES AND SUNDRY DEBTORS REPORTS AS AT 31 MAY 2014

File Ref: SUB/1720
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate & Community Services
Proposed Meeting Date: 17 June 2014
Author Disclosure of Interest: Nil

SUMMARY

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

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Sundry Debtors Report on pages 25 to 27 of the attached Financial Statements shows a total balance outstanding of \$95,871 as at 31 May 2014. Of this amount, \$83,867 relates to debt less than sixty days old, with the balance of aged debtors totalling \$12,184.

The Rates and Charges Analysis on page 28 of the attached Financial Statements shows a total balance outstanding of \$274,130 of which \$177,114 and \$36,952

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 \$154,459 as compared to \$245,621 at the comparable time last year.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Cr Burke

THAT Council receive the rates and Charges Analysis Report and the Sundry Debtors Report as at 31 May 2014 as submitted to the 17 June 2014 meeting of the Works and Corporate Services Committee.

Carried 5/0

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 6:28 PM.

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