

TOWN OF COTTESLOE



WORKS AND CORPORATE SERVICES COMMITTEE

MINUTES

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
6.00 PM, TUESDAY, 18 AUGUST 2015**

MAT HUMFREY
Chief Executive Officer

24 August 2015

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WORKS AND CORPORATE SERVICES COMMITTEE

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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member announced the meeting opened at 6:00 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 Peter Jeanes	
Cr Sally Pyvis	
Cr Philip Angers	

Officers Present

Mr Mat Humfrey	Chief Executive Officer
Mr Doug Elkins	Manager Engineering Services
Mr Cary Green	A/Manager Corporate & Community Services
Mrs Siobhan French	Administration & Governance Officer

Gallery

Media (1)

6.1 APOLOGIES

Nil

Officer Apologies

Nil

6.2 APPROVED LEAVE OF ABSENCE

Nil

6.3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7 DECLARATION OF INTERESTS

Nil

8 CONFIRMATION OF MINUTES

Moved Cr Pyvis, seconded Cr Burke

[Minutes July 21 2015 Works and Corporate Services Committee.docx](#)

The Minutes of the Ordinary meeting of the Works And Corporate Services Committee, held on 21 July 2015 be confirmed.

Carried 6/0

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:

- 10.3.1 Statutory Financial Reports for the Period 1 July 2015 to 31 July 2015
- 10.3.2 Schedules of Investments and Loans as at 31 July 2015
- 10.3.3 List of Accounts Paid for the Month of July 2015
- 10.3.4 Rates and Sundry Debtors Reports as at 31 July 2015

10 REPORTS

10.1 ADMINISTRATION

10.1.1 UPDATE ON THE PROPOSAL FOR A TRIAL SHARK BARRIER - COTTESLOE BEACH

File Ref: SUB/1947
Attachments: [Minutes from October 27 2014](#)
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Mat Humfrey
Chief Executive Officer
Proposed Meeting Date: 18 August 2015
Author Disclosure of Interest: Nil

SUMMARY

In October 2014, Council resolved that it would install a shark barrier to a portion of Cottesloe Beach, subject to receiving support from the State Government to do so. Council is being asked to reconsider the project as it now appears unlikely that State funding will be obtained in the short to mid-term.

BACKGROUND

In August 2014, a detailed report was presented on the options and costings for implementing a shark barrier on a trial basis at Cottesloe Beach. Council resolved to proceed with the trial on the basis that State support be forthcoming for the trial.

Following this resolution administration staff have set about attaining the permits and licenses required for the barrier. While we are still yet to receive the grant of license from the Department of Lands, we are confident it would be in place in time for this summer, should Council opt to proceed with this project.

STRATEGIC IMPLICATIONS

3.2 Continue to improve beach facilities

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Land Administration Act 1997
Local Government Act 1995

FINANCIAL IMPLICATIONS

Nil

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

No further consultation has been undertaken since the September 2014 meeting, aside officers contacting the many State Government agencies that we were required to get licenses and permits from.

STAFF COMMENT

With the recent announcement from the State Government that barriers would be funded in the City of Joondalup and City of Albany, the Town is now in position where it is almost certain that it will not receive State funding for the installation of a Shark Barrier at Cottesloe Beach. To install the barrier now will require the Town to cover the costs (approximately \$130,000 per annum) for the installation of Eco Shark Barrier (ESB).

While administration have undertaken significant work on the project to date, this has been undertaken within existing staff resources. The proprietor of Eco Shark Barrier, has also provided significant input that has allowed the required permits and licenses to be attained.

The project is now at a decision point. The final licenses and permits can be obtained if the project is going to proceed. However, if the Council does not feel it is appropriate to cover the entire cost of installing the barrier without State Government support, then the project should cease at this time, so that the administration, and to some extent the proprietor of ESB, can continue with other priorities.

The recommendation provided below is formed on the basis that Council have previously indicated that they would not support the project without some level of State Government contribution. If Council wishes to proceed with the project an appropriate resolution would be:

“That Council authorise the Chief Executive Officer to proceed with the installation of the Eco Shark Barrier at Cottesloe Beach, as per the resolution of 27 October 2014, without any funding contribution from the State Government as previously required in point 2 of that resolution.”

VOTING

Simple Majority

COMMITTEE DISCUSSION

Committee discussed the matter at length and expressed a general feeling of disappointment that the State Government did not provide support for the installation of the Eco Shark Barrier, given the high profile of Cottesloe Beach and that it attracts so many visitors.

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Dawkins, seconded Cr Rowell

THAT Council:

- 1. Note that it has not been successful in receiving funding for the installation of the Eco Shark Barrier at Cottesloe Beach; and**
- 2. As per the condition set out in point 2 of the resolution of 27 October 2014, not proceed with the trial installation of the barrier for the 2015/2016 summer season.**

Carried 4/2

10.1.2 ROTTNEST CHANNEL SWIM & CHAMPIONS OF THE CHANNEL - 2016

File Ref: SUB/2033
Attachments: [RCS Event Application Form](#)
[Day One Event Map](#)
[Day Two Event Map](#)
[Letter of Support from CSLSC](#)

Responsible Officer: Cary Green
A/Manager Corporate & Community Services

Author: Sherilee Macready
Community Development Officer

Proposed Meeting Date: 18 August 2015

Author Disclosure of Interest: Nil

SUMMARY

The Rottnest Channel Swim Association is seeking Council's approval to host a two day event from Cottesloe Beachfront: the 2016 Karma Resorts Rottnest Channel Swim, on Saturday 27 February 2016, followed by the 2016 "Champions of the Channel" event on Sunday 28 February 2016.

BACKGROUND

The Rottnest Channel Swim is an annual event, commencing from Cottesloe Beach to Rottnest Island, with approximately 2400 swimmers participating, 900 of which are expected to depart from Cottesloe from 5.45am.

Last year's event was successfully held on Saturday 21 February 2015, again reaching its maximum participation capacity.

The 2016 Rottnest Channel Swim will be held on Saturday 27 February 2016, with the first wave of solo swimmers 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 12 October 2015 for one week.

The 2016 event finishes at Thomson Bay, Rottnest Island, and the race distance is 19.7km.

The age requirement for the 2016 event 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).

This year, organisers have expanded the existing event to a two day event, as part of the 'Rottnest Festival of Swimming'. The second day will see a new component called the Champions of the Channel, taking place on Sunday 28 February 2016.

The Champions of the Channel event is an elite event where interested swimmers must qualify to compete. Numbers will be limited to 300 competitors, 100 of which are expected to depart from Cottesloe Beach at 5.45am. The last wave of swimmers are

expected to leave Cottesloe Beach at 6.30am. Strict cut-off times have been placed on competitors, who must complete their swim by 11.00am on race day.

The format of the event will be similar to the Rottnest Channel Swim, with competitors swimming the same 19.7km course to Rottnest, and being able to participate in the following categories: Solo; Duo; and Team (of 4). The Charity Challenge (teams of 4) will not be included in this event.

Organisers are expecting between 30 and 300 competitors for their first Champions of the Channel event.

Organisers will provide extra toilets and bins to cater for the expected number of patrons attending both events. 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

Ranger Services, which are met within normal budgeting allocations.

SUSTAINABILITY IMPLICATIONS

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

CONSULTATION

Cottesloe Surf Life Saving Club has indicated that they are supportive of the two day event format, and have provided a letter of support for the event.

STAFF COMMENT

Competitor and paddle craft drop off zones on Marine Parade which are used for the Rottnest Channel Swim on the Saturday, can be in place for the Champions of the Channel event. Due to the early morning nature of the second day, it is not expected to have any material impact on other beach users.

The event space on the beachfront for the Champions of the Channel event will be on a smaller scale than the Rottnest Channel Swim, and will also take advantage of

infrastructure already in place at the beachfront, for example, organisers will make use of the scaffolding tower for water safety, and the Operations Tent and Help Desk. This will reduce the impact on residents in terms of the need to “bump in” additional infrastructure equipment for the Sunday event.

Due to the history of the one day Rottnest Channel Swim 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 Cr Jeanes, seconded Mayor Dawkins

THAT Council approve the application to hold the 2016 Karma Resorts Rottnest Channel Swim at Cottesloe Beachfront, on Saturday 27 February 2016, from 5.00am to 8.30am, and the 2016 Champion of the Channel event at Cottesloe Beachfront, on Sunday 28 February 2016, from 5.00am to 6.30am, subject to the following conditions:

- 1. Adequate arrangements for rubbish removal and collection, including the provision for recycling;**
- 2. Class the event as “Charitable” and charge no fee for the event;**
- 3. Compliance with the *Environmental Protection (Noise) Regulations 1997*;**
- 4. Compliance with the requirements for sanitary facilities, access and egress, first aid and emergency response as per the *Health (Public Buildings) Regulations 1992*;**
- 5. Appropriate Public Liability Insurance, with cover no less than 10 million dollars;**
- 6. Compliance with the Town’s *Beaches and Beaches Reserves Local Law 2012*;**
- 7. Administration to investigate suitable parking and traffic management arrangements for this event;**
- 8. That the Sunday event be limited to no more than 300 competitors with the last wave to leave the beach by 6.30am; and**
- 9. Only infrastructure approved by the Chief Executive Officer is to remain in place between the Saturday and Sunday components of the event.**

Carried 6/0

10.1.3 ALCOHOL THINK AGAIN BEACH VOLLEYBALL TOUR ROUND 3 - 2015

File Ref: SUB/1929
Attachments: [Event Application](#)
[Draft Map](#)
Responsible Officer: Cary Green
A/Manager Corporate & Community Services
Author: Sherilee Macready
Community Development Officer
Proposed Meeting Date: 18 August 2015
Author Disclosure of Interest: Nil

SUMMARY

Volleyball WA is seeking approval to host the Alcohol, Think Again Beach Volleyball Tour Round 3 at Cottesloe Beach on Saturday 12 December and Sunday 13 December 2015, from 6.00am to 5.00pm.

BACKGROUND

The *Alcohol, Think Again Beach Volleyball Tour* is Western Australia's Premier Beach Volleyball competition. The Beach Tour Events season runs from November to March each year, at various local West Australian beach venues. This year organisers have again chosen Cottesloe Beach as a venue for their Round 3 event.

Participants include Beginners, Juniors and Elite players, competing in a single set double elimination format, with two divisions for each gender. Organisers are expecting approximately 200 competitors over the two day event. Members of the local community are encouraged to participate in the event, either as a competitor or spectator.

The competition beach set up will include four beach volleyball courts to the south of Indiana. A Draft Map of the event space has been provided, together with a photograph example of a typical Beach Tour competition set up.

Brief announcements will be made on a PA system at intervals during both event days.

Last year's event, held on 13 December and 14 December 2014, was successful, and no major issues were brought to the attention of Council.

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 maintenance and management of 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

A letter of support for the event has been provided by Cottesloe Surf Life Saving Club.

Officers contacted Cottesloe Surf Life Saving Club to provide feedback on the previous year's Beach Volleyball event. It was advised that the 2014 event was overall a positive experience for the Club with no issues brought to their attention.

STAFF COMMENT

A Public Liability Insurance Certificate has been provided, together with a comprehensive Risk Management Plan. A Draft Map of the event space, and a photographic example of the infrastructure set up on the beach, has been provided. A letter of support for the event from Cottesloe Surf Life Saving Club has also been provided.

Due to the success of last year's event, the officer recommendation is to approve this event.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Jeanes, seconded Cr Rowell

THAT Council approve the application to hold the Alcohol, Think Again Beach Volleyball Tour Round 3 at Cottesloe Beach, on Saturday 12 December and Sunday 13 December 2015, from 6.00am to 5.00pm, subject to the following conditions:

- 1. Adequate arrangements for rubbish collection and removal, including the provision for recycling;**
- 2. Class this event as a "Community" event and charge the fee of \$550 per day, and a bond of \$1,000, to be paid prior to the event commencing;**

3. The event complies with the *Environmental Protection (Noise) Regulations 1997*;
4. The event complies with the requirements for sanitary facilities, access and egress, first aid and emergency response as per the *Health (Public Buildings) Regulations 1992*;
5. Compliance with additional relevant sections of the Beach Policy;
6. The event complies with the Town's *Beaches and Beach Reserves Local Law 2012*;
7. Provision of 'certificates of currency' to certify that organisers have adequate public liability and event insurance, provided prior to the event; and
8. All signage to be approved by the Chief Executive Officer one month prior to the event.

Carried 6/0

10.1.4 ALCOHOL THINK AGAIN RUGBY WA BEACH 5'S

File Ref: SUB/1929
Attachments: [Event Application Form](#)
[Draft Event Map](#)
[Support Letter from CSLSC](#)
Responsible Officer: Cary Green
A/Manager, Corporate & Community Services
Author: Sherilee Macready
Community Development Officer
Proposed Meeting Date: 18 August 2015
Author Disclosure of Interest: Nil

SUMMARY

An application has been received from Rugby WA for a one day beach rugby event, the Alcohol, Think Again Beach 5's, to be held on Saturday 14 November 2015, at Cottesloe Beach.

BACKGROUND

The *Alcohol, Think Again Beach 5's* event is a 5-a-side beach rugby tournament which is popular in other parts of the world, particularly in Hong Kong. The concept is relatively new to Perth, with the first event series being held at Scarborough Beach in November 2013. A second event series was again held at Scarborough Beach in November 2014, and the format was expanded to include Under 18 categories for both girls and boys. This year, organisers have chosen Cottesloe Beach as a potential venue for their one day event on Saturday 14 November 2015.

The event has four participation categories for competitors: Open Men; Open Women; U18 Boys and U18 Girls.

Organisers are expecting approximately 300 competitors, which make up approximately 30 teams in total. Members of the local community are encouraged to participate in the event, either as a competitor or spectator.

Competition game rules are modified to suit the beach environment and its reduced-size playing field, for example line outs and scrums are not permitted.

The beach set up will include two beach rugby fields to the north of Indiana Restaurant. A Draft Map of the event space has been provided, together with a photographic example showing a competitor participating in an Alcohol, Think Again Beach 5's competition. The tournament is expected to run from 10.00am to 4.00pm.

Rugby WA's objectives for conducting the Alcohol, Think Again Beach 5's event at Cottesloe Beach are:

1. To provide a high quality tournament as part of the Rugby WA Sevens Summer Series.
 2. To introduce and promote rugby to the local community.
 3. To actively provide a promotion tool for recruitment to the game for the local rugby club. (In this case, Cottesloe Rugby Union Football Club.)
-

4. To conduct a safe and enjoyable event for all.

Brief announcements will be made on a PA system at intervals during the event.

Organisers aim to give away free promotional items to members of the public at certain times during the event, provided by their sponsors. This would include staff from their major sponsor 'Healthway' distributing branded promotional items, such as zinc sunscreen, sunglasses and bottled water. In addition, organisers would like to invite a select few Western Force elite rugby players to distribute branded free giveaway items to members of the public at certain times during the event, such as during "autograph sessions". Items range from hats, whistles, lanyards, stickers and posters.

Organisers have indicated that they will invite Cottesloe Rugby Union Football Club members to be a part of the event, in order to assist with promotion of Rugby to the local sporting community.

Organisers will provide additional bins and toilets to cater for the additional number of patrons attending the event.

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 maintenance and management of 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

Cottesloe Surf Life Saving Club has confirmed their support for the event and have provided a letter of support.

Officers contacted the City of Stirling events section requesting comment on their experiences with the organisation of the Alcohol, Think Again Beach 5's event held at Scarborough Beach in November 2014, however, no response was received at the time of publishing the agenda.

STAFF COMMENT

Event organisers have indicated that they expecting 300 participants, with members of the local community being encouraged to participate in the event, either as a participant or spectator.

As assessment of how the event's timing, location and activities may affect other beach users and residents, has been undertaken by the officer. As the event takes place early in the summer season when less beach users are at the beachfront, and the location of the event being on the north side of Indiana Restaurant, as well as the event being only one day in length, the potential impact of the event on other beach users and residents has been minimised.

Event organisers have provided the following additional documents:

- A Public Liability Insurance Certificate;
- A Draft Operational Plan; and
- A Draft Map of the event layout.

A Risk Assessment Plan will be provided prior to the event.

A letter of support for the event from Cottesloe Surf Life Saving Club has also been provided.

With 300 participants and their spectators, additional toilets and bins will be provided by the organisers.

In the past, it has not been Council's practice to allow promotional giveaway items that have the potential to create waste/rubbish at the beachfront, or could cause a disturbance to members of the public at the beach. As such, it is the officer recommendation that we approve the 'Healthway' branded products, as they provide a good positive healthy message and encourage positive behaviours. In relation to the request from Western Force to give away free branded products, and using the same philosophy, the officer recommendation would be to approve the branded hats, however, as the other items have the potential to create waste/rubbish, or a could cause a disturbance to members of the public attending the beachfront, they are as such not supported.

As the objectives of the event is to engage the local community in rugby and to provide a promotional tool for recruitment to the game for Cottesloe Rugby Union Football Club, as well as the event is planned as a one day event only, the officer recommendation is to approve the application.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Cr Pyvis expressed concern that giveaway promotional items, particularly bottled water, may generate litter on the beach. Cr Pyvis suggested that as a water refill station should be made available at the event, bottled water should not be a

giveaway promotional item and the availability of a water refill station should be promoted.

OFFICER RECOMMENDATION

Moved Cr Jeanes, seconded Cr Rowell

THAT Council approve the application to hold the Alcohol, Think Again Beach 5's event at Cottesloe Beach on Saturday 14 November 2015, from 7.00am to 5.00pm, subject to the following conditions:

1. Adequate arrangements for rubbish collection and removal, including the provision for recycling;
2. Class this event as a "Community" event and charge the fee of \$550 per day, and a bond of \$1,000, to be paid prior to the event commencing;
3. The event complies with the *Environmental Protection (Noise) Regulations 1997*;
4. The event complies with the requirements for sanitary facilities, access and egress, first aid and emergency response as per the *Health (Public Buildings) Regulations 1992*;
5. Compliance with additional relevant sections of the Beach Policy;
6. The event complies with the Town's *Beaches and Beach Reserves Local Law 2012*;
7. Provision of 'certificates of currency' to certify that organisers have adequate public liability and event insurance, provided prior to the event;
8. All signage to be approved by the Chief Executive Officer one month prior to the event; and
9. Approval of Healthway branded promotional products and Western Force branded hat promotional products only, as giveaways during the event.

AMENDMENT

Moved Cr Pyvis, seconded Mayor Dawkins

1. **That the words "excluding bottled water" be added after the word "only" and before the word "as" in point 9.**
2. **That a new point 10 be added that reads "The availability of a water station be included in all promotional material."**

Carried 6/0

COMMITTEE RECOMMENDATION

THAT Council approve the application to hold the Alcohol, Think Again Beach 5's event at Cottesloe Beach on Saturday 14 November 2015, from 7.00am to 5.00pm, subject to the following conditions:

- 1. Adequate arrangements for rubbish collection and removal, including the provision for recycling;**
- 2. Class this event as a "Community" event and charge the fee of \$550 per day, and a bond of \$1,000, to be paid prior to the event commencing;**
- 3. The event complies with the *Environmental Protection (Noise) Regulations 1997*;**
- 4. The event complies with the requirements for sanitary facilities, access and egress, first aid and emergency response as per the *Health (Public Buildings) Regulations 1992*;**
- 5. Compliance with additional relevant sections of the Beach Policy;**
- 6. The event complies with the Town's *Beaches and Beach Reserves Local Law 2012*;**
- 7. Provision of 'certificates of currency' to certify that organisers have adequate public liability and event insurance, provided prior to the event;**
- 8. All signage to be approved by the Chief Executive Officer one month prior to the event;**
- 9. Approval of Healthway branded promotional products and Western Force branded hat promotional products only, excluding bottled water, as giveaways during the event; and**
- 10. The availability of a water station be included in all promotional material.**

THE AMENDED SUBSTANTIVE MOTION WAS PUT

Carried 6/0

10.1.5 COMMUNITY SPORT AND RECREATION FACILITIES FUND SMALL GRANTS 2015/2016

File Ref: SUB/1873
Responsible Officer: Mat Humfrey
 Chief Executive Officer
Author: Cary Green
 A/Manager Corporate & Community Services
Proposed Meeting Date: 18 August 2015
Author Disclosure of Interest: Nil

SUMMARY

The purpose of this report is to consider supporting an application for funding from the Cottesloe Tennis Club (CTC) through the Department of Sport and Recreation's (DSR) Community Sport and Recreation Facilities Small Grant fund (CSRFF).

BACKGROUND

Through the CSRFF program, the State Government provides financial assistance to community groups and Local Government Authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on increasing physical activity through the provision of well-planned facilities.

The Local Governments role in the provision of the funding is to assess the applications and rate the applications in order of priority if more than one application is received. The maximum grant approved will be no greater than one third of the total estimated project cost and there is no obligation on the Local Government Authority to make any contribution to a project.

All applications for this small grants round are to be received by the DSR by 4.00pm on the last working day of August 2015 for assessment, while successful applicants will be advised in December 2015, with funds to be acquitted by 15 June 2016.

The Town has received one application from the CTC, to build two acrylic tennis courts to replace two existing grass courts, to be used by their members and local community. The project will increase hard courts available for use and is expected to result in an increase of 10% in the amount of tennis played.

The proposed cost contribution is as follows:

Organisation	Contributions (ex GST)
CSRFF	58,428
Cottesloe Tennis Club	58,428
Town of Cottesloe	58,428
Total Project Cost	175,824

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

Council is being asked to consider contributing \$58,428, which is one third of the total project cost. At this stage, no funding allocations have been made in either the LTFP or annual budgets for such a project.

The Town has a history of making available self supporting loans to sporting clubs seeking to improve their facilities. In recent times, loans have been made available to the CTC and Seaview Golf Club for improvements.

The self supporting loan to the CTC was finalised in the first half of the 2014/15 financial year.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

The two new acrylic courts will be located next to the existing hard courts, thus making it more suitable for scheduling and managing hard court tennis competition. It will also create efficiencies for the mowing and maintenance programs as the remaining grass courts are now located all in one area.

CONSULTATION

Internal members of the CTC have been consulted.

STAFF COMMENT

This application for the CTC is the only project in regards to facility development for sporting clubs, within the Town of Cottesloe this financial year. The CTC has stated that the construction of the two acrylic tennis courts to replace the grass courts will be an improvement to tennis facilities for use by its members and enhance the current facility whilst making it more sustainable. The CTC have indicated the additional courts will result in at least a 10% increase in the number of hours or physical activity when compared with current levels.

The Club has a very strong membership base with 653 members and is considered one of the premier tennis clubs in the State. There are currently increased pressures on court availability due to the large membership base and community use, which includes sharing the facility with Christ Church Grammar School and local primary schools. The proposed new courts will help alleviate some of these pressures.

DSR who administer the grants, have been consulted throughout the process and have indicated the project is eligible under the grants criteria, however on face value is considered a medium to low priority project. It is also worth noting the CSRFF Small grants funding round is a highly competitive tender process and in recent times been over-subscribed. As such, even though the project meets the criteria, the possibility of being successful is medium to low.

In summary, it is recommended that Council support the CTC's CSRFF application to design and construct two new acrylic tennis courts and include an amount of \$58,428 in the Long Term Financial Plan as a self supporting loan for the one third contribution from the Town.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Cr Jeanes

THAT Council:

- 1. Endorse the application from the Cottesloe Tennis Club and forward it to the Department of Sport and Recreation; and**
- 2. Include an amount of \$58,428 in the Long Term Financial Plan as a self supporting loan for the one third contribution from the Town.**

Carried 6/0

10.1.6 LIBRARY MANAGEMENT AGREEMENT REVIEW

File Ref: SUB/547
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Mat Humfrey
Chief Executive Officer
Proposed Meeting Date: 18 August 2015
Author Disclosure of Interest: Nil

SUMMARY

Council is being asked to consider participating in a project proposed by the Town of Mosman Park to review the current Library Management Agreement.

BACKGROUND

The Town of Cottesloe, along with the Town of Mosman Park and the Shire of Peppermint Grove have successfully run a joint library service for a considerable period of time. The current agreement was executed in 2009 and covers the construction and management of the new library building.

Prior to the construction of the new library, the three local governments participated in a joint library arrangement of one form or another since the mid 1960's.

STRATEGIC IMPLICATIONS

The library is a key community asset and its ability to deliver services and to support the community will impact on Council's ability to deliver on its objectives in the Strategic Community Plan.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Nil

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

As the current agreement is more than five years old, it is worth reviewing the agreement to see if it still meets the needs of each party and to apply the lessons learned in the first few years of operation of the new library building.

As with all review processes though, Council is able to set guidelines as to what it will and won't consider changing, to provide guidance to the review process. It does appear that the Town of Mosman Park may be seeking a review of the way costs are shared by the statement in their report that this "has the potential to reduce Council's expenditure".

Council has previously considered how the costs are allocated to each of the member local governments and has always agreed that all library costs should be allocated on the basis of population. If Council is still satisfied with this system, then it could be worth stating that at the outset.

The most likely outcome of the review process is that a draft of a new agreement would be presented to each Council for consideration at some later date. As there is currently a formal agreement in place, any change would need to be endorsed by Council before it could be included in the Agreement, as it would for the other member local governments. If any of the parties didn't agree with the change, it is unlikely it could be included in the agreement.

VOTING

Simple Majority

OFFICER RECOMMENDATION

THAT Council:

1. Agree to participate in the review of the Library Management Agreement as proposed by the Town of Mosman Park;
2. Nominate _____ to represent the Town at discussions; and
3. Reaffirm its position that all costs associated with library operations be allocated to member local governments on basis of population, as is currently the case.

COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Cr Pyvis

THAT Council:

1. **Agree to participate in the review of the Library Management Agreement as proposed by the Town of Mosman Park;**
2. **Nominate Cr Pyvis to represent the Town at discussions; and**
3. **Reaffirm its position that all costs associated with library operations be allocated to member local governments on basis of population, as is currently the case.**

Carried 6/0

10.2 ENGINEERING

10.2.1 OUTCOME OF ADVISORY PANEL FOR THE NAMING OF ROADS, RIGHT OF WAYS AND PUBLIC PLACES

File Ref: SUB/1986; SUB/302; SUB/268; PR53468
Attachments: [List of Place Names](#)
[Plan Right of Way 62 Seadragon Lane](#)
[Plan Depot Subdivision Names](#)
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Doug Elkins
Manager Engineering Services
Proposed Meeting Date: 18 August 2015
Author Disclosure of Interest: Nil

SUMMARY

Council is asked to endorse the report provided by the advisory panel it established for the naming of roads and laneways around the Town. This includes:

- A list of names to be used for the naming of unnamed roads and lanes within Cottesloe;
- The concept of installing interpretive signage within the Town;
- The allocation of a name to Right of Way 62 and;
- The allocation of names to a new road and the existing lanes associated with the Depot subdivision.

BACKGROUND

At the Ordinary Council meeting of 23 February 2015, Council resolved to establish an advisory panel for the naming of roads, right of ways and public places. In accordance with Council's resolution, an advisory panel was established.

The result of a number of meetings of the advisory panel is the development of a list of names to be used for the naming of roads, right of ways and public places within Cottesloe. In addition, the advisory panel recommends Council develop interpretive signage to tell stories of notable people, offices, developments and buildings, and to recognise Indigenous history within the Town. At the Ordinary Council meeting of 27 July, 2015, Council resolved to install an example of such signage at the former residence of the Curtin family (John and Elsie Curtin).

The purpose of this report is to present the list of place names prepared by the advisory panel. In addition, this is an opportunity to allocate a name to Right of Way 62, which was the catalyst request, and to consider the allocation of names for the Depot subdivision.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

The adoption of the recommendations of the advisory panel will become Council's formal position for place names and interpretative signage. This will guide staff with advice and operational decisions into the future.

STATUTORY ENVIRONMENT

Local Government is an advice agency to the Geographic Names Committee ('Committee'). For a name to be officially allocated and recognised, the Committee has to adopt the name and recommend approval by the Minister for Lands. As such, it is necessary for any proposed name to meet the naming conventions determined by the Committee.

FINANCIAL IMPLICATIONS

Street name signage is a minimal cost. The installation of interpretative signage will need additional financial resources allocated. This project could be rolled out over a few years. Grants are available for the creation of interpretive signs that recognise history.

STAFFING IMPLICATIONS

Any project to develop interpretive signage across the Town needs to reflect the staff resource available to progress the project. It is likely that an external resource will be required to advance such a project.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Residents adjacent to Right of Way 62 have generally confirmed acceptance of the proposed name. The developers of the Depot subdivision have been canvassed regarding the proposed names surrounding this development.

STAFF COMMENT

The members of the advisory panel were representatives of Cottesloe Coast Care, the RSL and the local Church, as well as a Councillor. An offer was also made to local anthropologists to be part of the panel.

To progress the assignment, the advisory panel discussed naming themes, and developed suitable names that could fit within a number of themes. In some cases, names could be allocated to several themes. The following themes were considered:

- Indigenous names (people, places or things);
- Local flora and fauna;
- Significant individuals;
- Significant servicemen;
- Significant places (e.g. the quarry and Sunshine House);
- Significant or long-term business (e.g. the Bakery at 64 Railway Street); and

- Members of the local Church (St Philips) making a significant contribution to the community (e.g. Mary Angelo).

As part of the process, the advisory panel considered the primary purpose of many of the names as an address, and discounted names that were difficult to pronounce or spell. With the themes as a guide, the advisory panel established a list of a number of names for vetting by the Geographic Names Committee. As a result, the list of names attached was developed. The final process of the advisory panel was to geospatially locate the names around the Town, either by association with a point of relevance (e.g. near a particular house) or a group as part of a name theme.

The second main outcome of the advisory panel was the suggestion that the Town install interpretive signage around the Town, to recognise historical locations, people and structures. This was considered a better way to tell the stories of Cottesloe, and was an opportunity to recognise both Indigenous and European History, without being constrained by the rules of the Geographic Names Committee. This particular recommendation is in accordance with informal comments made by Councillors, expressing a desire to tell the stories of Cottesloe in a more publically accessible format. The members of the advisory committee expressed an interest to work on the progression of this concept, as an ongoing advisory committee, if agreed by Council.

Allocation of Names – ROW 62 and Depot Subdivision

The catalyst for the establishment of the advisory panel was the request to allocate a name to Right of Way 62. In consultation with the owners adjacent to Right of Way 62, the advisory panel recommends the name Seadragon Lane. This name was recommended, as this particular Right of Way intersects Marine Parade, and a local Seadragon specimen was washed up on Cottesloe Beach in 1919. A plan showing the location of the proposed name is included in the attachments.

In addition to Right of Way 62, it is necessary to develop names to be allocated to the laneways and new road associated with the subdivision of the old depot site. This site was originally a lime quarry and the site of a lime kiln. To recognise this history, the advisory committee recommended that the new road be allocated the name Kiln Road (note, other names associated with the Quarry were disallowed by the Geographic Names Committee). For the surrounding lanes, the names Angelo, Drayton and Fahey were recommended, due to their connection with the former rectory at 40 Napier Street, which was also used as a camp by the Quarry. A plan showing the location of the proposed names, for the Depot subdivision, is included in the attachments.

Recommendation

It is recommended that Council adopt the list of names and locations developed by the advisory panel. It is also recommended that Council endorse the concept of installing interpretive signage around Cottesloe, and utilise the advisory committee to progress this project. Finally, it is recommended that Council endorse the recommended names for Right of Way 62 and the Depot subdivision.

VOTING

Simple Majority

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

- 1. Adopt the list of names and places, as included in the attachments, for naming un-named roads and lanes within the Town;**
- 2. Thank the members of the naming advisory panel (Nomenclature Working Group) for their time and commitment to developing a list of names;**
- 3. Request the members of the advisory panel continue as a working group, to develop a project for the installation of interpretive signage;**
- 4. Endorse the naming of Right of Way 62 as Seadragon Lane, in accordance with the attachment; and**
- 5. Endorse the allocation of the names Kiln Road, and Angelo Lane, Drayton Lane and Fahey Lane, to the new road and existing lanes around the Depot subdivision, in accordance with the attachment.**

Carried 6/0

10.3 FINANCE

10.3.1 STATUTORY FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

File Ref: SUB/1878
Responsible Officer: Cary Green
A/Manager Corporate & Community Services
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 18 August 2015
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 2015 to 31 July 2015.

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 Statement of Financial Activity on page 1 of the attached Financial Statements shows operating revenue variance of \$2,362 or 1% less than year to date budget. All material variances are detailed in the Variance Analysis Report on pages 7 to 9 of the attached Financial Statements. Operating expenditure variance is \$178,682 or 15% less than year to date budget however it should be noted that depreciation has not been processed and this would account for this variance. Depreciation will be processed once the 2014-2015 Financial Statements are signed off by Council's auditors.

Capital expenditure is detailed on pages 27 to 34 of the Financial Statements and shows capital expenditure variance is \$140,008 or 73% ahead of year to date budget with most of this variance relating to timing differences.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Angers, seconded Cr Pyvis

THAT Council receive the Statutory Financial Statements including other supporting financial information as submitted to the 18 August 2015 meeting of the Works and Corporate Services Committee.

Carried 6/0

10.3.2 SCHEDULES OF INVESTMENTS AND LOANS AS AT 31 JULY 2015

File Ref: SUB/1878
Responsible Officer: Cary Green
A/Manager Corporate & Community Services
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 18 August 2015
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 July 2015, as included in the attached Financial Statements presented to the Works and Corporate Services Committee on 18 August 2015.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS²¹

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 20 of the attached Financial Statements shows a balance of \$9,707,848.80 invested as at 31 July 2015. Approximately 39% of these funds were invested with Bankwest, 26% with National Australia Bank, 20% with Westpac Banking Corporation and 15% with the Commonwealth Bank of Australia.

The Schedule of Loans on page 21 of the attached Financial Statements shows a balance of \$5,147,372.01 as at 31 July 2015. Included in this balance is \$256,620.19 that relates to self supporting loans.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Angers, seconded Cr Pyvis

THAT Council receive the Schedule of Investments and the Schedule of Loans as at 31 July 2015. These schedules are included in the attached Financial Statements as submitted to the Works and Corporate Services Committee on 18 August 2015.

Carried 6/0

10.3.3 LIST OF ACCOUNTS PAID FOR THE MONTH OF JULY 2015

File Ref: SUB/1878
Responsible Officer: Cary Green
A/Manager Corporate & Community Services
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 18 August 2015
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 July 2015, as included in the attached Financial Statements as submitted to the meeting of the Works and Corporate Services Committee on 18 August 2015.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The list of accounts paid for the month of July 2015 is included on pages 10 to 16 of the attached Financial Statements. The following significant payments are brought to Council's attention;-

- \$51,851.84 to the Australian Taxation Office for the June 2015 Business Activity Statement.
- \$27,992.75 to Civica for annual software licence renewal fees
- \$46,145.99 to WMRC for waste disposal fees
- \$130,431.77 to Local Government Insurance Services for the first instalment of various insurance premiums

- \$46,416.96 to Shacks & Kerr Motors Pty Ltd for a new passenger vehicle
- \$54,333.24 to Perthwaste Green Recycling for waste collection/disposal charges
- \$120,472.00 to Netspark Pty Ltd for lighting works at Napoleon Street
- \$40,632.35 to SHINE Community Services for Councils first half yearly contribution to the service
- \$450,000.00 & \$250,000.00 to Council's Business Investment Account being transfers to a higher interest bearing account
- \$82,579.19, \$77,604.06 & \$79,086.33 to Town of Cottesloe staff for fortnightly payroll

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Angers, seconded Cr Pyvis

THAT Council receive the list of accounts paid for the month of July 2015 as included in the attached Financial Statements, as submitted to the 18 August 2015 meeting of the Works and Corporate Services Committee.

Carried 6/0

10.3.4 RATES AND SUNDRY DEBTORS REPORTS AS AT 31 JULY 2015

File Ref: SUB/1878
Responsible Officer: Cary Green
A/Manager Corporate & Community Services
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 18 August 2015
Author Disclosure of Interest: Nil

SUMMARY

The purpose of this report is to present to Council the Rates and Sundry Debtors Reports as at 31 July 2015, as included in the attached Financial Statements as submitted to the meeting of the Works and Corporate Services Committee on 18 August 2015.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Sundry Debtors Report on pages 22 to 25 of the attached Financial Statements shows a total balance outstanding of \$194,397.73 as at 31 July 2015. Of this amount, \$54,777.00 relates to a non current loan debtor with a community organisation, of the remaining balance \$105,133.81 is under sixty days old with the balance of aged debtors being \$34,486.92.

The Rates and Charges Analysis on page 26 of the attached Financial Statements shows a total balance outstanding of \$9,702,070.37 as at 31 July 2015 of which \$177,079.27 and \$1,290,847.77 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 \$9,958,478 as compared to \$9,468,548 this time last year.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Angers, seconded Cr Pyvis

THAT Council receive the Rates and Charges Analysis Report and Sundry Debtor Report as at 31 July 2015 as submitted to the 18 August 2015 meeting of the Works and Corporate Services Committee.

Carried 6/0

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 6:41 PM.

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