

TOWN OF COTTESLOE



WORKS AND CORPORATE SERVICES COMMITTEE

MINUTES

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
6.00 PM, TUESDAY, 16 JUNE 2015**

MAT HUMFREY
Chief Executive Officer

19 June 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**

Mayor Jo Dawkins	Deputy Presiding Member
Cr Peter Jeanes	
Cr Sally Pyvis	
Cr Philip Angers	
Cr Katrina Downes	Deputy Member

Officers Present

Mr Mat Humfrey	Chief Executive Officer
Mr Doug Elkins	Manager Engineering Services
Mrs Siobhan French	Administration and Governance Officer

Gallery

Media (1)

6.1 APOLOGIES

Cr Robert Rowell

Officer Apologies

Nil

6.2 APPROVED LEAVE OF ABSENCE

Cr Helen Burke

6.3 APPLICATIONS FOR LEAVE OF ABSENCE

Moved Cr Jeanes, seconded Cr Downes

THAT the following requests for leave of absence be approved:

- 1. Mayor Dawkins from the July Works and Corporate Services Committee meeting; and**
- 2. Cr Angers from the July Works and Corporate Services Committee meeting.**

Carried 5/0

7 DECLARATION OF INTERESTS

Cr Jeanes declared an interest in item 10.1.1 due to being on the Board of Curtin Care and left the meeting at 6:03 PM.

Mayor Dawkins declared an impartiality interest in item 10.1.1 due to be a member of Curtin Care.

8 CONFIRMATION OF MINUTES

Moved Cr Angers, seconded Cr Pyvis

[Minutes May 19 2015 Works and Corporate Services Committee.docx](#)

The Minutes of the Ordinary meeting of the Works And Corporate Services Committee, held on 19 May 2015 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.

10 REPORTS

10.1 ADMINISTRATION

Cr Jeanes declared an interest in item 10.1.1 due to being on the Board of Curtin Care and left the meeting at 6:03 PM.

Mayor Dawkins declared an impartiality interest in item 10.1.1 due to be a member of Curtin Care and stated that as a consequence there may be a perception that her impartiality may be affected and declared that she would consider the matter on its merits and vote accordingly.

10.1.1 WEARNE HOSTEL LAND WORKING GROUP

File Ref: SUB/804
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Mat Humfrey
Chief Executive Officer
Proposed Meeting Date: 16 June 2015
Author Disclosure of Interest: Nil

SUMMARY

Council is being asked to consider appointing three representatives to the Wearne Hostel Land Working Group, as proposed by the Town of Mosman Park.

BACKGROUND

The Town has previously received a request from the Curtin Care (formerly Curtin Aged Persons Home or CAPH) to either:

- a) dispose of the land to Curtin Care for nominal consideration; or
- b) lease the land on a 99 year lease, also for nominal consideration.

Following this, the Town organised for a valuation of the land to be undertaken, and working with the other three local governments involved, developed a Business Plan as required by section 3.59 of the *Local Government Act 1995*.

At its meeting on 28 April 2015 Council resolved:

That Council:

1. *Authorise the Chief Executive Officer to advertise the Business Plan for both of the requested options for the disposition of land at 1 Gibney Street, Cottesloe as required by section 3.59 of the Local Government Act 1995, and to call for submissions on both of the proposals contained within the Business Plan accordingly; and*
 2. *Advise the Minister for Lands of the advertised Business Plan and seek comment.*
-

Since this time, the report presented to Council has been considered by the other three affected local governments, being Town of Claremont, Town of Mosman Park and the Shire of Peppermint Grove. The Shire of Peppermint Grove adopted the same resolution as Council, however the other two local governments have not.

The Town of Mosman Park initially deferred the item seeking further advice and comment from their administration. At their last meeting the Town of Mosman Park resolved as follows:

That Council;

1. *Note the completion of a task by the Town of Cottesloe to prepare a draft Business Plan, on behalf of the four local governments who are parties to the land tenure of the Wearne Hostel site.*
2. *Do not authorise the Chief Executive Officer to advertise this Business Plan, on the basis that further research is considered necessary prior to any formal process.*
3. *Propose to the other three local governments an alternate approach with key characteristics as follows;*
 - a. *A formation of a joint Wearne Hostel Land Working Group, comprising up to three elected representatives from each local government, plus appropriate officer representatives*
 - b. *The purpose of the Working Group to be as follows: "To confirm a management plan for the Wearne Hostel Land."*
4. *Appoint Mayor R Norris, Councillor Z Johnson and Councillor J Ledgerwood as the three elected Town of Mosman Park representatives on the Wearne Hostel Land Disposition Working Group.*

The Town of Claremont has also resolved a similar position with their resolution being as follows:

That Council:

1. *Agree to participate in a working group as proposed by Mosman Park Council*
2. *Appoint the Mayor and Deputy Mayor to represent Claremont Council*
3. *Appoint Cr Tulloch as the third representative*
4. *Acknowledge that the CEO and Executive Manager Corporate and Governance will be the Town's officer representatives.*

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

There are no perceived financial implications from participating in the proposed working group.

STAFFING IMPLICATIONS

There are no perceived staffing implications from participating in the proposed working group.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

The formation of the proposed working group will provide the opportunity to further consult with the other local governments involved.

STAFF COMMENT

The process currently being suggested by the Town of Mosman Park will assist in the decision making process. It will allow the overall vision for the land to be established, which then allows for a plan to be developed to see the land used for that purpose. The land is constrained, not only by the restrictions placed on the Certificate of Title, but also by heritage considerations and the fact that it is currently leased. Once all of these factors have been considered, a determination can be made on the best way forward.

While the administration is generally supportive of the working group, the purpose of the working group may need to be looked at by the group. The land is currently the subject of a lease that has time left to run. The Councils are not in a position now to unilaterally impose a "management plan" as this would affect the Lessee's rights under the lease. It is believed the intended purpose was to look at a future plan for the land in question, but this should be clarified early in the process.

Council's representatives should also be cautious about committing the Town to any particular course of action through the working group. Any disposition, would still require the approval of Council prior to the disposition going ahead, and depending on the type of disposition, may still require a consultation process to be undertaken prior to the disposition being considered.

If the working group is able to ascertain a vision for the Wearne Hostel land, the process will be worth participating in. The Town's residents have much to gain by the development of the site and it is a valuable public asset.

As such it has been recommended that Council appoint three representatives to the working group and to note that the Chief Executive Officer will also attend the working group meetings to provide advice and support as required.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Committee discussed the purpose of the Wearne Hostel Land Working Group ('Group') and the operational aspects of the Group's meetings, with Mayor Dawkins and Cr Angers nominating themselves as Council's representatives on the Group.

Committee was of the view that as not all of the elected members were present, membership of the Group should be discussed at the next Council meeting, to enable all elected members to have the opportunity to be a representative on the Group.

OFFICER RECOMMENDATION

THAT Council:

1. Appoint three elected members to be its representatives on the Wearne Hostel Land Working Group as proposed by the Town of Mosman Park; and
2. Note that the Chief Executive Officer will attend the working group in an advisory capacity.

ALTERNATE MOTION & COMMITTEE RECOMMENDATION

Moved Cr Pyvis, seconded Cr Downes

THAT Council:

1. **Appoint Mayor Dawkins, Cr Angers and one other elected member to be its representatives on the Wearne Hostel Land Working Group as proposed by the Town of Mosman Park; and**
2. **Note that the Chief Executive Officer will attend the working group in an advisory capacity.**

Carried 4/0

Cr Jeanes returned to the meeting at 6:09 PM.

10.1.2 OCEAN RIDE FOR MS - 2015

File Ref: SUB/1929
Attachments: [Ocean Ride for MS 2015 Event Application](#)
[Ocean Ride for MS 2015 Course Map](#)
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Sherilee Macready
Community Development Officer
Proposed Meeting Date: 16 June 2015
Author Disclosure of Interest: Nil

SUMMARY

Sports Performance & Management is seeking approval for the Ocean Ride for MS, to “ride through” Cottesloe along Marine Parade on Sunday 18 October 2015. The event, which raises funds and increases awareness for Multiple Sclerosis (MS), will be its sixth year.

BACKGROUND

The annual event involves cyclists from the general public riding from Esplanade Park, Fremantle, with the first riders starting from 6.00am, to Ocean Reef.

The event was first held on Sunday 30 October 2010, and repeated successfully in 2011, 2012, 2013, and 2014. Last year’s event attracted 1500 participants and passed without major incident. Many positive comments were received from the organisers from riders who competed, and thousands of dollars were raised for MS.

Organisers of the event, Sports Performance & Management, have organised many endurance sports events, including the Ocean Adventure Triathlon in Cottesloe (renamed The Cottesloe Triathlon), with much success.

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 beaches and beach reserves.

FINANCIAL IMPLICATIONS

Nil

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The ride along Curtin Avenue, Marine Parade, and North Street will not be timed, and all riders must follow normal traffic regulations, including traffic lights and signs. Cross walks and main road corners in Cottesloe and other affected suburbs will have official marshals in place. A course map has been provided. The event is supported by WA. Police, Main Roads Western Australia, Fremantle Ports, and other Councils along the course.

A Traffic Management Plan will be in place for the event, the same as the 2014 event, and will be designed by West Australian Road Projects (WARP). Traffic Management signage and additional signage will be placed at required points along the course. A comprehensive Risk Management Plan has also been provided.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Cr Pyvis referred to her request, made at the 17 March 2015 meeting and requested that all events held in the Town utilise the H2O to Go water refill station, if available.

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Dawkins, seconded Cr Downes

THAT Council approve the application from Sports Performance & Management for the Ocean Ride for MS event to “ride through” Cottesloe along Marine Parade on Sunday 18 October 2015, subject to the following conditions

- 1. Provision of a transport or parking plan and appropriate access/signage to and from the event, prior to the event;**
- 2. Adequate arrangements for rubbish removal and collection, including the provision for recycling;**
- 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. Evidence of appropriate Public Liability Insurance, with cover no less than \$10 million, provided prior to the event;**
- 6. The event complies with the Town’s *Beaches and Beach Reserves Local Law 2012*; and**

7. All signage to be approved by the Chief Executive Officer one month prior to the event; and
8. Class this event as a “Charitable Event” and charge no fee.

Carried 5/0

10.1.3 ICEA CLASSIC - 2015

File Ref: SUB/2008
Attachments: [ICEA Classic Event Application Form](#)
[ICEA Classic Event Site Map](#)
[ICEA Classic Event Letter of Support from NCSLSC](#)

Responsible Officer: Mat Humfrey
Chief Executive Officer

Author: Sherilee Macready
Community Development Officer

Proposed Meeting Date: 16 June 2015

Author Disclosure of Interest Nil

SUMMARY

The Indigenous Communities Education & Awareness (ICEA) Foundation is seeking approval for the 6th ICEA Classic Event, to be held at The Cove, Cottesloe, and its adjacent car park, on Saturday 12 September 2015, between 6.30am and 5.30pm. Cottesloe has been involved in the event since its inception in 2010.

BACKGROUND

ICEA Classic is an annual youth run surfing event and cultural day organised by not-for-profit organisation, ICEA Foundation, with primary aims to:

- promote mutual respect in the community;
- raise participant's awareness of indigenous cultures;
- create positive experiences for indigenous and non-indigenous relationships; and
- to grow community awareness of environmental sustainability.

The event has to date been held successfully at The Cove, 100m north of Isolators Reef, with primary support from North Cottesloe Surf Life Saving Club and additional support from Cottesloe Surf Life Saving Club.

The 2013 event saw the event site space increase to include the utilisation of the car park adjacent to The Cove. This was repeated at the 2014 event. Organisers would like to again include this space as part of their 2015 event (refer attached Map), as it has proved a successful addition to their event.

With 70 competitors expected, together with a few thousand spectators, extra toilets and rubbish bins will be provided by the organisers.

Event commentators will make brief announcements from 8.00am – 5.00pm on the day of the competition.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Nil

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

The Sustainability Officer was asked for comment regarding the sustainability implications of this event. It was advised that event organisers are encouraged to manage access to the reef and vegetation areas at The Cove by competitors and members of the public attending the event, by encouraging people to use designated pathways.

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

CONSULTATION

Officers sought feedback from North Cottesloe Surf Life Saving Club and Cottesloe Surf Life Saving Club to gauge their support for the event.

North Cottesloe Surf Life Saving Club stated that they endorse all programs organised by the ICEA Foundation and will provide water safety and first aid assistance for this year's event. The Club has also provided a letter of support for the event (refer attached letter). Cottesloe Surf Life Saving Club stated that they will support the event by working together with the North Cottesloe Surf Life Saving Club as part of the event.

The Sustainability Officer has indicated that she would consider options for employing the Cott Cat bus for peak times of the event, as per the 2014 event, on the condition that organisers increase promotion of the service to attending patrons of the event.

STAFF COMMENT

A draft Event Management Plan has been provided which included a comprehensive Risk Management Plan. A map of the event site, including the location of the marquee has been provided. A current Public Insurance Certificate to cover the event will be provided prior to the event.

The event will result in the car park closure at The Cove for at least 24 hours, however, as the location is south of Cottesloe Main Beach, it should provide little disruption to other patrons using the beachfront.

Officers provided feedback to organisers with regards to the 2014 event, particularly in terms of concerns the Town had around: spillage of the event out of the event space; excessive event signage on display; and noise concerns. Most of these concerns stem from the fact that the event has grown in size since its inception. Organisers of this year's event have indicated that they will be employing measures to address the Town's concerns, for example, employing a professional event coordinator to manage the event; exploring the option of installing fencing at key points at the road's edge to contain event spillage; employing noise control measures; managing the number of event signs displayed; and reviewing the contents of their 'Program of Events'.

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

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Pyvis, seconded Cr Downes

THAT Council approve the application to hold the 6th ICEA Classic Event at The Cove and its adjacent car park on Saturday 12 September 2015, from 6.30am to 5.30pm subject to the following conditions:

- 1. Adequate arrangement for rubbish collection and removal, including the provision for recycling;**
- 2. All signage to be approved by the Chief Executive Officer one month prior to the event;**
- 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 the Town's *Beaches and Beach Reserves Local Law 2012*;**
- 6. Compliance with relevant sections of the Town's Beach Policy;**
- 7. Provision of a 'certificate of currency' to satisfy that the organisers have adequate public liability and event insurance; and**
- 8. Class the event as a "Charitable Event" and charge no fee for the event.**

Carried 5/0

10.1.4 THE COTTESLOE TRIATHLON - 2016

File Ref: SUB/1967
Attachments: [Cottesloe Triathlon Event Application Form](#)
[Cottesloe Triathlon Detailed Event Application](#)
[Cottesloe Triathlon Race Map](#)
[Notice of Road Closure Letter to Residents](#)

Responsible Officer: **Mat Humfrey**
Chief Executive Officer

Author: **Sherilee Macready**
Community Development Officer

Proposed Meeting Date: **16 June 2015**

Author Disclosure of Interest: **Nil**

SUMMARY

WA Sports Events is seeking approval to host The Cottesloe Triathlon event at Cottesloe Beachfront from 6.30am to 12.00pm on Saturday 13 February 2016.

BACKGROUND

The event has previously been held on 13 February 2010 (called 'Cottesloe Surf Life Saving Club's 100th Anniversary Adventure Challenge), and the Cottesloe Ocean Adventure Triathlon in February 2011, 2012, 2013, and the Cottesloe Beach Triathlon in 2014 and 2015.

The event consists of three sections – a swim, cycle and run. Each section is completed after the other.

Organisers have designed the event to take into account the total community. In doing so, they believe:

- Surf Life Saving Western Australia and Cottesloe Surf Life Saving Club will benefit financially and potentially through growth in numbers.
- Local businesses in the vicinity of the event will benefit financially through significantly added patronage on the day.
- Local community and the Town of Cottesloe will benefit as the event will be recognised as belonging to Western Australia's most popular and well known beach. It will enhance the Town of Cottesloe as a leader in supporting events.
- The event will encourage the development of health and fitness by a significant number of people training for the event.

The Town of Cottesloe will be included in all materials associated with the event, local businesses will be advertised to competitors, and the local community will be invited to participate as competitors or as spectators.

The closure of: Marine Parade from John Street to Curtin Avenue (all streets in between); Beach Street between Marine Parade and Avonmore Terrace; Avonmore Terrace between Beach Street and Gibney Street; and Gibney Street between Avonmore Terrace and Marine Parade; is required for this event, between the hours

of 6.30am and 9.00am. In 2015, organisers reduced the length of time the roads are closed by one hour from the 2014 event.

In addition to approval from the Town of Cottesloe, approval for this event will be sought from the West Australian Police, the Department of Planning and Infrastructure and Main Roads Western Australia. Transperth will be notified of any effects that the Road Closures may have on their services.

The event will be conducted with all safety regulations adhered to through the involvement of St John's Ambulance Australia, Surf Life Saving Western Australia and qualified Traffic Management personnel.

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 beaches and beach reserves.

FINANCIAL IMPLICATIONS

Nil

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

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

CONSULTATION

A specific letter to the affected residents and businesses advising the closure of Marine Parade from John Street to Curtin Avenue (all streets in between), as well as Avonmore Terrace, Gibney Street and Beach Street, advising them of the Unimpeded Access Plan will be distributed two weeks prior to the event. All distributed letters will include a detailed map showing the road closure plan.

STAFF COMMENT

Staff have reviewed the application and are satisfied with the following information that has been provided:

- Surf Life Saving WA will provide water safety for the event through the Cottesloe Surf Life Saving Club.
- A Traffic Management Plan will be in place for the event, similar to the 2015 event.

- The plan will be designed and implemented by West Australian Road Projects (WARP) following Main Roads Event Code of Practice Regulations.
- A Risk Management Plan will be in place for the event similar to the 2015 event, and a Public Liability Insurance will be provided.
- Advisory signage will include signage placed to advise drivers of the road closure. The aim is for drivers to not have to turn back due to lack of prior information.

Due to the success of the organiser's previous events, the officer recommendation is to conditionally approve the application.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Downes, seconded Cr Angers

THAT Council approve the application to hold The Cottesloe Beach Triathlon event at Cottesloe Beachfront on Saturday 13 February 2016 from 6.30am to 12.00pm, subject to the following conditions:

- 1. Road closures will be the full carriageway of Marine Parade from John Street to Curtin Avenue (all streets in between), Beach Street between Marine Parade and Avonmore Terrace, Avonmore Terrace between Beach Street and Gibney Street, and Gibney Street between Avonmore Terrace and Marine Parade, between the hours of 6.30am to 9.00am on Saturday, 13 February 2016.**
- 2. Adequate arrangements for rubbish removal and collection, including the provision for recycling;**
- 3. Provision of a transport or parking plan and appropriate access/signage to and from the event, provided prior to the event;**
- 4. Organisers notify residents affected by road closures which are in place for the event;**
- 5. All signage to be approved by the Chief Executive Officer one month prior to the event;**
- 6. Evidence of appropriate Public Liability Insurance, with cover no less than \$10 million, provided prior to the event;**
- 7. Class this event as a "Community" event and charge the fee of \$550 and a bond of \$1,000 to be paid prior to the event commencing;**
- 8. The event complies with the *Environmental Protection (Noise) Regulations 1997*;**
- 9. 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*;**

10. The event complies with the Town's *Beaches and Beach Reserves Local Law 2012*; and
11. The event complies with relevant sections of the Town's Beach Policy.

Carried 5/0

10.1.5 RESOURCE SHARING ARRANGEMENT WITH THE SHIRE OF PEPPERMINT GROVE

File Ref: SUB/1346
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Mat Humfrey
Chief Executive Officer
Proposed Meeting Date: 16 June 2015
Author Disclosure of Interest: Nil

SUMMARY

Council is being asked to endorse a proposal to implement the sharing of information technology resources with the Shire of Peppermint Grove.

BACKGROUND

At its meeting in February, Council resolved;

That Council;

1. *Confirms the Town's position that it does not support forced Local Government amalgamations or mergers;*
2. *Will not enter into amalgamations without allowing a poll of Cottesloe residents by the WA Electorate Commission in accordance the Local Government Act;*
3. *Will vigorously explore resource sharing with neighbouring councils; and*
4. *Contact the Premier and the Minister for Local Government asking that a rescission of the Governor's Order be carried out as soon as possible to restore confidence in the path forward.*

Since this time staff have been working with the administrations of neighbouring local governments to identify opportunities to work collaboratively, in order to improve efficiencies and ultimately reduce costs to residents and ratepayers.

Several meetings have been held with the Town of Claremont and the Shire of Peppermint Grove regarding resource sharing, which will ultimately provide essential administrative and other services, in a centralised and efficient manner.

As a part of the first step of this process, research has been undertaken into the current state of each local government's information systems, gaps in these systems and potential projects that could be initiated. Out of this research it was discovered that one of the local government's systems had very limited capacity to be integrated with third party software, which would place a restriction any future resource sharing projects.

Accordingly, solutions to this were investigated and a possible solution is being presented in this report.

STRATEGIC IMPLICATIONS

This project will provide a valuable test case for shared resources projects and further enhance the Town's ability to participate in such projects.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

At this stage, the proposed project will operate on a cost recovery basis, so there are no anticipated long term costs. There may be savings associated with the sharing of costs associated with the Town's current information systems in later years.

STAFFING IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

This project has been developed in partnership with staff from the Shire of Peppermint Grove.

STAFF COMMENT

There are several ideas that are currently being considered as projects that the three local governments (Claremont, Cottesloe and Peppermint Grove) could work together on, to provide improved efficiencies and reduced costs for each local government. However, all of these projects require some level of integration with legacy systems in the first instance, which is complicated if each local government has a different system in place.

When projects were being discussed for implementation, it was discovered that one system in particular, has issues integrating with third party software, which would have restricted that local government's ability to participate further in any future resource sharing project. As such, an investigation was undertaken as to whether the Town could assist, by providing access to its servers and systems, to replace the system with restricted integration abilities.

The investigation into hosting data has revealed that not only is it possible, but that it could also provide some level of cost saving over the short to mid term. More importantly though, it also provides a test case for sharing resources as well as reducing the complexity of any project that the three local governments may ultimately adopt. It must be stressed that this particular project is not seen as the "end game", but rather an important stepping stone towards a larger, and ultimately more efficient resource sharing initiative.

Administration staff from the Town and the Shire of Peppermint Grove are now at the stage where a formalised agreement will need to be set in place. It is proposed that

the Town will host the financial and records data of the Shire of Peppermint Grove within the Town's current information systems. While the data will be on the same servers, it will be in a different "environment" which will prevent any contamination of data or unauthorised access. The establishment of the new "environment" will essentially see the Town's systems replicated on our servers, with only several, relatively minor, additional user licenses being required. The operational savings are found in the removal of the need for the Shire of Peppermint Grove to have their own "proprietary license" for each piece of software, which is where the large costs are normally contained.

There will be upfront costs in the setting up of the new environment and commissioning it for use. These costs will be initially met by the Town and then passed onto the Shire of Peppermint Grove for reimbursement. Staff at the Town will be able to provide training and support for the officers at the Shire of Peppermint Grove, a further cost saving in the implementation of this project.

In order the project to proceed from this point, an agreement will need to be reached between the local governments, structuring the process. As such Council is being asked to authorise the Chief Executive Officer to enter into an agreement with the Shire of Peppermint Grove, to provide access to the Town's information systems as well as training and support required, on a cost recovery basis.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Committee discussed operational aspects of the resource sharing agreement at length. The Chief Executive Officer emphasised that sharing of information technology resources with the Shire of Peppermint Grove is a stepping stone in resource sharing with neighbouring local governments and not the final solution.

Cr Downes queried why the Town of Mosman Park is not involved. The Mayor advised that while the Town of Mosman Park is not directly involved at this stage, there may well be opportunities in the future.

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Dawkins, seconded Cr Pyvis

THAT Council authorise the Chief Executive Officer to enter into an agreement with the Shire of Peppermint Grove, to:

- 1. Provide access to the Town's information systems;**
- 2. Host the Shire's data on the Town's servers as required; and**
- 3. Provide support to the Shire of Peppermint Grove on the use of those systems;**

on a cost recovery basis.

Carried 5/0

10.2 FINANCE

10.2.1 STATUTORY FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2015 TO 31 MAY 2015

File Ref: SUB/1878
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 16 June 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 2014 to 31 May 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 favourable operating revenue of \$400,347 or 4% 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 \$321,549 or 3% more than year to date budget however most of this relates to non cash depreciation charges as a result of building revaluations. Capital expenditure, which is detailed on pages 28 to 31, is \$243,619 or 15% more than year to date budget.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Mayor Dawkins, seconded Cr Angers

THAT Council receive the Statutory Financial Statements including other financial information as submitted to the 16 June 2015 meeting of the Works and Corporate Services Committee.

Carried 5/0

10.2.2 SCHEDULES OF INVESTMENTS AND LOANS AS AT 31 MAY 2015

File Ref: SUB/1878
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 16 June 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 May 2015, 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.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Schedule of Investments on page 22 of the attached Financial Statements shows a balance of \$11,535,838.87 as at 31 May 2015. Approximately 33% of these funds were invested with Bankwest, 30% with National Australia Bank, 20% with Westpac Banking Corporation and 17% with the Commonwealth Bank of Australia.

The Schedule of Investments on page 23 of the attached Financial Statements shows a balance of \$5,147,372.01 as at 31 May 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 Jeanes

THAT Council receive the Schedule of Investments and the Schedule of Loans as at 31 May 2015. These schedules are included in the attached Financial Statements as submitted to the meeting of the Works and Corporate Services Committee on 16 June 2015.

Carried 5/0

10.2.3 LIST OF ACCOUNTS PAID FOR THE MONTH OF MAY 2015

File Ref: SUB/1878
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 16 June 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 May 2015, as included in the attached Financial Statements as presented to the meeting of the Works and Corporate Services Committee on 16 June 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 May 2015 is included on pages 12 to 18 of the attached Financial Statements. The following significant payments are brought to Councils attention;-

- \$36,863.64 & \$25,369.20 to the Affirmative Group for streetscape works at the Town Centre
 - \$166,527.90 to the Shire of Peppermint Grove for library contributions
 - \$70,210.71 to Cobblestone Concrete for installation of footpaths
 - \$26,950.00 to Cardno (WA) Pty Ltd for asset management and structural assessment services
-

- \$33,044.50 to WMRC for waste disposal services
- \$110,756.31 & \$82,606.98 to Town of Cottesloe staff for fortnightly payroll
- \$196,876.00 to National Australia Bank being a transfer to term deposit

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Jeanes, seconded Cr Pyvis

THAT Council receive the list of accounts paid for the month of May 2015 as included in the attached Financial Statements, as submitted to the 16 June 2015 meeting of the Works and Corporate Services Committee.

Carried 5/0

10.2.4 RATES AND SUNDRY DEBTORS REPORTS AS AT 31 MAY 2015

File Ref: SUB/1878
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Wayne Richards
Finance Manager
Proposed Meeting Date: 16 June 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 May 2015, as included in the attached Financial Statements as submitted to the meeting of the Works and Corporate Services Committee on 16 June 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 24 and 25 of the attached Financial Statements shows a total balance outstanding of \$141,984.81 as at 31 May 2015. Of this amount, \$54,777.00 relates to a non current loan debtor with a community organisation which is not yet due for payment. Of the remaining balance, \$29,815.17 is under sixty days old.

The Rates and Charges Analysis on page 25 of the attached Financial Statements shows a total balance outstanding of \$308,465.45 as at 31 May 2015 of which \$185,293.94 and \$45,506.08 relates to deferred rates and outstanding emergency

service levies. The Statement of Financial Position on page 4 of the attached Financial Statements shows total rates outstanding as a current asset of \$155,919 as compared to \$154,459 this time last year.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Downes, seconded Cr Angers

THAT Council receive the Rates and Charges Analysis Report and Sundry Debtors Report as at 31 May 2015 as submitted to 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 6:35 PM.

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