



AGENDA

WORKS AND SERVICES COMMITTEE

10 September 2014

5.30pm

City of Albany Council Chambers

**CITY OF ALBANY
COMMUNITY STRATEGIC PLAN (ALBANY 2023)**

VISION

Western Australia's most sought after and unique regional city to live, work and visit.

VALUES

All Councillors, Staff and Volunteers at the City of Albany will be...

Focused: on community outcomes

This means we will listen and pay attention to our community. We will consult widely and set clear direction for action. We will do what we say we will do to ensure that if it's good for Albany, we get it done.

United: by working and learning together

This means we will work as a team, sharing knowledge and skills. We will build strong relationships internally and externally through effective communication. We will support people to help them reach their full potential by encouraging loyalty, trust, innovation and high performance.

Accountable: for our actions

This means we will act professionally using resources responsibly; (people, skills and physical assets as well as money). We will be fair and consistent when allocating these resources and look for opportunities to work jointly with other directorates and with our partners. We will commit to a culture of continuous improvement.

Proud: of our people and our community

This means we will earn respect and build trust between ourselves, and the residents of Albany through the honesty of what we say and do and in what we achieve together. We will be transparent in our decision making and committed to serving the diverse needs of the community while recognising we can't be all things to all people.

TERMS OF REFERENCE

(1) Function:

The Works & Services Committee will be responsible for the delivery of the following Clean and Green Objectives contained in the City of Albany Strategic Plan:

- (a) To protect and enhance our pristine natural environment;
- (b) To promote environmental sustainability;
- (c) To promote our region as clean and green.

(2) It will achieve this by:

- (a) Developing policies and strategies;
- (b) Establishing ways to measure progress;
- (c) Receiving progress reports;
- (d) Considering officer advice;
- (e) Debating topical issues;
- (f) Providing advice on effective ways to engage and report progress to the Community ; and
- (g) Making recommendations to Council.

(3) Chairperson: Cr Alan Hortin JP

(4) Membership: Minimum of 4 and a maximum of 7 elected members.

Current Membership: Mayor Wellington, Councillor Hortin JP, Councillor Gregson, Councillor Dowling, Councillor Bowles, Councillor Hollingworth

(5) Meeting Schedule: Monthly

(6) Meeting Location: City of Albany Council Chambers

(7) Executive Officer: CEO or Executive Director Works and Services

(8) Delegated Authority: None

WORKS AND SERVICES COMMITTEE

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** REFER DISCLAIMER **

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1. DECLARATION OF OPENING

2. PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS

“Heavenly Father, we thank you for the peace and beauty of this area. Direct and prosper the deliberations of this Council for the advancement of the City and the welfare of its people. Amen.”

“We would like to acknowledge the Noongar people who are the Traditional Custodians of the Land.

We would also like to pay respect to Elders both past and present”.

3. RECORD OF APOLOGIES AND LEAVE OF ABSENCE

Mayor

Mayor D Wellington (Member)

Councillors:

Member

A Hortin JP (Chair)

Member

S Bowles (Deputy Chair)

Member

C Dowling

Member

G Gregson

Member

B Hollingworth

Staff:

Executive Director Works and Service

M Thomson

Minutes

B Ohle

Apologies:

WORKS AND SERVICES COMMITTEE
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4. DISCLOSURES OF INTEREST

Name	Committee/Report Item Number	Nature of Interest

5. REPORTS OF MEMBERS

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

7. PUBLIC QUESTION TIME

8. APPLICATIONS FOR LEAVE OF ABSENCE

9. PETITIONS AND DEPUTATIONS

10. CONFIRMATION OF MINUTES

DRAFT MOTION

VOTING REQUIREMENT: SIMPLE MAJORITY

THAT the minutes of the Works and Services Committee Meeting held on 9 July 2014, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

11. PRESENTATIONS

12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

WS052: COASTAL PARKS ENHANCEMENT PLAN

Land Description	:	Emu Point (Swarbrick St to Firth St), Surfers Beach, Middleton Beach including Ellen Cove and Eyre Park)
Owner	:	City of Albany
Attachments	:	Project Boundaries - Emu Point Map, Surfers, Middleton Beach, Ellen Cove and Eyre Park. Coastal Enhancement Plan and Report Available at link: http://www.albany.wa.gov.au/your-council/agenda-and-minutes/
Report Prepared by	:	Developed Reserves Coordinator (Jacqui Purvis)
Responsible Officer(s)	:	Executive Director Works and Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2014-2018](#):
 - a) **Key Theme:** 2. Clean, Green and Sustainable
 - b) **Strategic Objective:** 2.2 To maintain and renew city assets in a sustainable manner
 - c) **Strategic Initiative:** 2.2.1 Deliver effective asset planning and delivery, programs

In Brief:

- The Coastal Parks Enhancement Plan (CPEP) project was initiated to provide strategic guidance for enhancement and improvements to the above mentioned coastal reserves.
- It will ensure a holistic and coordinated approach to future works.
- Council is requested to consider and approve the CPEP.

RECOMMENDATION

WS052: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council APPROVE the Coastal Parks Enhancement Plan for Emu Point, Surfers Beach, Middleton Beach, Ellen Cove and Eyre Park.

BACKGROUND

2. Ellen Cove and Emu Beach playgrounds were both recommended for renewal in 2013-14 and Eyre Park playground is due 2015-16. Renewal is recommended after 10 years in coastal areas and 15 years otherwise.
3. Rather than focus on playgrounds in isolation, it was considered prudent to prepare an enhancement plan (the CPEP) to address ongoing maintenance issues and ensure a holistic and coordinated approach across these coastal reserves when considering renewal and upgrading of infrastructure assets.
4. The reserve areas which are included in the CPEP are:
 - a) Emu Point
 - b) Surfers Beach
 - c) Middleton Beach
 - d) Ellen Cove
 - e) Eyre Park
5. The CPEP is guided by six principles; Coastal Identity, Environmental Quality, Destination Development, Connections, Facilities and Amenities and a Place for Everyone.

DISCUSSION

6. The CPEP has proposed improvements which include upgrading playgrounds, additional seating, shelter, linking pathways, universal access across the areas and barbecues at key locations. Interactive and imaginative play elements are proposed to be introduced into all playgrounds.
7. The key issues identified include:
 - a) New spaces to be introduced for seating and play elements such as sculpture, rocks and logs at the Emu Point Marina and Cunningham St;
 - b) Increasing the coastal playground spaces to incorporate surrounding trees and access to the beach;
 - c) Universally accessible hard surfacing along the rock groynes (if possible, longer term depending on Coastal erosion outcomes);
 - d) Revegetation of dune systems and protection of remnant vegetation. An application has recently been submitted for a Coastwest Grant for Cunningham St, Emu Point;
 - e) Redirection of Boongarrie St to enlarge the coastal park at Firth St and provide a potential 'Learn to Ride' cycle track;
 - f) Boardwalk along Middleton Beach which would sit on top of the wall and assist in preventing sand drift onto existing turf and remove the drop to the beach;
 - g) Upgrade of Ellen Cove Stairs and seating;
 - h) All abilities playground at Eyre Park; and
 - i) Revegetation around the lakes at Eyre Park.

8. The existing playgrounds will be audited to determine what equipment can be re-used or donated and which equipment needs to be removed and potentially used for sculpture work that can be re-instated into the project area.
9. Works are prioritised as short, medium and long term.
10. Stage 1 for 2014/15 is as the approved capital works program which includes the:
 - a) Upgrade of Ellen Cove Stairs focusing on the central stairs;
 - b) Renewal of Ellen Cove playground and introduction of a custom built pirate ship; and
 - c) Renewal of Emu Beach playground introducing more interactive/imaginative play elements.
11. Having the plan approved by Council will enable funding opportunities to be further explored by City staff.

GOVERNMENT & PUBLIC CONSULTATION

12. Prior to the draft being developed there was the opportunity for internal staff, key stakeholders and the community to provide input.
13. Affected business owners were interviewed, local school children had an outing at Eyre Park to discuss play, a meeting was held with Aboriginal Elders and a community open day was held on a Saturday.
14. Any information relevant to the area was also provided by the City to the consultants such as previous maintenance issues, previous proposals and reports. All the feedback was collated and considered.
15. The draft design was taken to internal staff to provide comment prior to being finalised for public comment.
16. Public comment period was undertaken between the 27 June and 15 July which included special meetings with the Friends of Emu Point and Middleton Beach Users Group.
17. As works progress and construction details are completed during implementation, the City will continue to inform both of the Friends Groups and stakeholders in general.

STATUTORY IMPLICATIONS

18. The draft designs are being referred to SWALSC.

POLICY IMPLICATIONS

19. No implications.

RISK IDENTIFICATION & MITIGATION

20. The risk identification and categorisation relies on the City’s [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Financial and Community: Infrastructure not planned and renewed in co-ordinated way. Funding opportunities missed due to lack of planning.</i>	<i>Possible.</i>	<i>Moderate</i>	<i>Medium</i>	<i>Council prioritises and implements works in accordance with current asset management processes.</i>

FINANCIAL IMPLICATIONS

21. The current budget allocations are:
- a) Ellen Cove Playground Replacement. \$81,700
 - b) Emu Beach Swim Area Playground Replacement. \$58,080
 - c) Ellen Cove Terrace Step Upgrade. \$80,000
22. Tenders for item c) have been received. The total cost to complete the full replacement of the existing steps is well over the allocated budget (requiring a budget amendment of \$90,000). Given that the works can proceed and can be completed prior to ANZAC in November, the tender has been accepted and works will commence. The additional funds required will be addressed in the budget review scheduled for October. Scaling back of other projects may be necessary to accommodate this budget amendment. The existing steps are non compliant to standards and it is prudent to replace them as soon as practical.
23. An additional \$205,000 is identified in the Long Term Financial Plan – Reserves Program for 2015-16 which includes the upgrade of BBQ’s at Middleton Beach, renewal of Eyre Park playground and levelling of turf at Middleton Beach.
24. Overall project staging will be subject to annual budget considerations.
25. Funding opportunities (including sponsorship) will be explored using the approved plan as a basis enabling professional and costed funding submissions to be made. These matters will be referred to Council for further consideration in due course.

LEGAL IMPLICATIONS

26. No implications.

ENVIRONMENTAL CONSIDERATIONS

27. All works as they progress will be referred to the City Environmental Planning Staff prior to commencement of works to ensure there are no issues and appropriate approvals are in place.

ALTERNATE OPTIONS

28. Council may choose not to approve the CPEP. The plans can be reviewed and referred back to Council for further consideration.

SUMMARY CONCLUSION

- 29. The CPEP aims to provide strategic direction with respect to future renewal, upgrading works of five areas: Emu Point; Surfers Beach; Eyre Park; Middleton Beach and Ellen Cove.
- 30. Works are a priority and will be staged and integrated into the City's Long Term Financial Plan. City staff will investigate funding options, including grants and sponsorship arrangements.
- 31. It is recommended that the plan be approved to guide a co-ordinated approach to future works.

Consulted References	:	Nil
File Number (Name of Ward)	:	PR.DEC.9
Previous Reference	:	Nil

WS053: CULL PARK IMPROVEMENT PLAN

Owner : City of Albany
Attachments : Cull Park Concept Plan
Report Prepared by : Developed Reserves Coordinator (Jacqui Purvis)
Responsible Officer(s): : Executive Director Works and Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2014-2018](#):
 - a) **Key Theme:** 2. A Clean, Green and Sustainable
 - b) **Strategic Objective:** 2.2 To maintain and renew city assets in a sustainable manner
 - c) **Strategic Initiative:** 2.2.1 Deliver effective asset planning and delivery, programs

Maps and Diagrams:

Project Location



In Brief:

- The City of Albany has Cash in Lieu contributions available from subdivisions developed from 2008 to 2012 which can be utilised to develop public open space, subject to conditions (generally relating to development and proximity).
- There have been four subdivisions developed within close vicinity of Cull Park which enables the City to invest in some development of park.
- Council consideration and approval is sought for a concept plan for Cull Park which will guide this development work.

RECOMMENDATION

WS053: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council APPROVE the concept plan for Cull Park.

BACKGROUND

2. Cull Park is situated on the edge of the CBD and is utilised by a variety of community groups.
3. Existing facilities at the park include a large Gazebo, modest parking and play equipment. It was originally developed in conjunction with the Lions Club.
4. The size of Cull Park is 1.17 ha which is defined as a 'Neighbourhood Park' in the Public Parkland Planning Policy and should include passive use with informal play areas.
5. The City has had requests from the community in the past to clean up Cull Park lakes and re-surface the car park. There is an opportunity to enhance the park to include more facilities such as toilets and a BBQ. There are currently no public toilets in Cull Park available for use by groups of children and families that utilise this space.
6. The City Reserves team have been undertaking weed control in conjunction with the Department of Agriculture within the lakes to control Sagitaria (a weed of national significance).
7. The current playground at Cull Park is scheduled for renewal in 2015-16.

DISCUSSION

8. The concept plan has been developed with community input.
9. The area can provide a place for those working nearby to have lunch and provide additional facilities for those groups that use the site regularly (play groups etc).
10. The playground will be renewed/updated to include play equipment for a variety of ages. The site is regularly used for "Play in the Park" where parents and children congregate for a shared play experience.
11. The closest public toilets from Cull Park are at Eyre Park, the CBD or the sporting ovals opposite Barnesby Drive. The community consultation noted that many would like to see toilets and BBQ's in this space. It is proposed to provide a simple single all purpose toilet requiring minimal maintenance.
12. The carpark is currently dilapidated and requires resurfacing.

13. The edge of the lake presents a hazard and by revegetating the edge will prevent indiscriminate access to the lake.
14. The additional facilities are those considered as highly valued within the Public Parkland Planning Policy and would encourage many to stay and enjoy the space for longer.
15. The community are very keen to get involved in planting days and the Lions Club have offered their assistance.

GOVERNMENT & PUBLIC CONSULTATION

16. In May 2014 an open day was held with the community that lives within 400m of Cull Park to gather information to inform the Cull Park Improvement Plan. Residents were asked to contribute to the planning. Many comments, surveys and written submissions were received to inform the draft plans.
 - 449 letters were mailed to proximity residents.
 - 78 residents responded within a 38 day period.
 - 8 surveys were completed online and 70 returned in the reply paid envelopes/hard copy.
 - 30 people attended the drop in session.

17. The concept plan is available for public comment between 18th July and 15 August 2014.

18. Reserves staff attended a Lions Club Meeting on the 1 July 2014 to discuss the concept plan.

19. The draft designs will be referred to SWALSC.

STATUTORY IMPLICATIONS

20. No implications.

POLICY IMPLICATIONS

21. No implications

RISK IDENTIFICATION & MITIGATION

22. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Community: Reserve not developed and its usage remain status quo.</i>	<i>Likely</i>	<i>Minor</i>	<i>Low</i>	<i>City Reserves teams continue to manage the reserve utilising maintenance funds providing the same level of service.</i>

FINANCIAL IMPLICATIONS

23. The Cash in Lieu POS contributions available for this project are \$194,772, with an additional \$38,550 allocated for the playground renewal in the 2015-16 Capital Works budget.
24. The re-surfacing of the carpark will be completed under the Road Network Renewal Capital Works Program for 2014-15.
25. There will be some savings by involving the Community in the planting and potential funding may be available for the revegetation of the lakes.
26. Works will be staged as necessary.

LEGAL IMPLICATIONS

27. No implications

ENVIRONMENTAL CONSIDERATIONS

28. All works as they progress will be referred to City's Environmental Planning Staff for assessment and to ensure the appropriate approvals are in place.
29. Revegetation of the lake edge will improve water quality and provide a vegetative barrier to the lake edge preventing erosion and access to children.

ALTERNATE OPTIONS

30. Council may elect not to approve the improvement plan for Cull Park and consideration to the play equipment will be given in 2015-16 as per the current replacement schedule.

SUMMARY CONCLUSION

31. The City of Albany takes cash in lieu contributions from land developers to develop public open space strategically.
32. Cull Park has been identified as a neighbourhood park and there are funds available to provide some modest enhancement.
33. This report recommends that the cash in lieu funds be accessed and that the reserve be developed consistent with the concept plans prepared.

Consulted References	:	CR.COC.23
File Number (Name of Ward)	:	PR.DEC.10
Previous Reference	:	Nil

WS054: FOX WAY / BURT STREET / THOMAS STREET PARKING SCHEME

Land Description : Fox Way / Burt Street / Thomas Street
Owner : City of Albany
Attachments : Parking Scheme
Report Prepared by : Manager City Engineering (Etienne Vorster)
Responsible Officer : Executive Director Works and Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014-2018:
 - a. **Key Theme:** 3. A connected built environment.
 - b. **Strategic Objective:** 3.1. To advocate, plan and build friendly and connected communities.
 - c. **Strategic Initiative:** 3.1.1 Improve connectedness and traffic flows

Maps and Diagrams:

In Brief:

- On 22 April 2014, following identification of ongoing parking issues, Council considered this matter.
- Council resolved to consult with affected residents and the Albany Senior High School with respect to implementation of a parking scheme.
- This report presents the proposal to install no-stopping signs and line marking in the areas affected as per the attached plan.
- The matter is referred back to Council for approval.

RECOMMENDATION

WS054: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

- (1) **APPROVE** the parking scheme plan for Fox Way, Burt Street and Thomas Street; and
- (2) **SUPPORT** the Albany Senior High School in its efforts to obtain funding and improve onsite parking to cater for students and pick up and drop off arrangements.

BACKGROUND

2. The sections of road verges in question are frequently used for indiscriminate stopping and parking of vehicles.
3. Complaints have been received regarding vehicles obstructing sightlines for normal traffic, traffic exiting nearby residences, and pedestrians forced to walk onto the road carriage way.
4. On 22 April 2014, Council resolved (Item WS035), to consult with affected residents and the Albany Senior High School regarding the installation of a parking scheme consisting of no-stopping signage and line marking along Fox Way, Burt Street and Thomas Street.
5. It was noted that implementation of a parking scheme would assist City of Albany Rangers with respect to enforcement.
6. The consultation process has concluded and feedback has been reviewed.

DISCUSSION

7. Public submissions supported no-stopping signs and line marking being installed.
8. Based on conversations with the principle of the Albany Senior High School, the implementation of a parking scheme is considered acceptable. It is also noted that the onsite parking at the school is not adequate and that the implementation of this scheme may affect students who are able to and currently drive to school.

GOVERNMENT & PUBLIC CONSULTATION

9. The City sent 83 letters to residents in proximity on 19 May 2014.
10. The City received six written responses and one verbal response from land owners most directly impacted by the proposal.
11. Meetings and follow up discussion with Albany Senior High School Principle, indicate support for implementation of the parking scheme however it is noted that the school needs to address issues with respect to parking space within its grounds.
12. Parking issues at schools are an ongoing issue and are commonly difficult to address due to a lack of funding. The City will encourage the Albany High School to seek funding through the Dept. Education to make provision for onsite parking. City staff will provide some engineering advice as required.

STATUTORY IMPLICATIONS

13. Clause 1.8 of the City's Parking and Parking Facilities Amendment Local Law 2012 stipulates inter alia:
 - a. *"The local government may, by resolution, prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle, any class of vehicles or any class of drivers in any part of the parking region but must do so consistently with the provisions of this Local Law."*

POLICY IMPLICATIONS

14. There is no specific Council policy position, as verges are dealt with under *Activities on Thoroughfares and Public Places Local Law 2011* and Verge Development Guidelines have been developed to administer verge development.

RISK IDENTIFICATION & MITIGATION

15. The risk identification and categorisation relies on the City's Enterprise Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Community, People Health and Safety: Indiscriminate parking on roads and verges.</i>	<i>Almost Certain</i>	<i>Moderate</i>	<i>High</i>	<i>Council Rangers continue to respond and provide limited enforcement. City staff continue to work with the Albany High School to encourage the provision of improved onsite parking.</i>

FINANCIAL IMPLICATIONS

16. Costs for installation of signage will be funded within the current 2014-15 budget, with the signage placed on the City’s register for capital maintenance and replacement.

LEGAL IMPLICATIONS

17. The new scheme must be implemented in accordance with the City of Albany *Parking and Parking Facilities Amendment Local Law 2012*.
18. Once adopted by Council, public notice must be given prior to enforcement of new or amended parking limitations.

ENVIRONMENTAL CONSIDERATIONS

19. Nil.

ALTERNATE OPTIONS

20. Council may resolve to not implement of the proposed parking scheme.

SUMMARY CONCLUSION

21. As per Council resolution, relevant consultation has been conducted in respect of the implementation of a parking scheme at Fox Way, Burt Street and Thomas Street.
22. Parking scheme signs and line marking can be installed under the proposed parking scheme plan.
23. It is recommended that the parking scheme plan be approval and the signs be installed.

Consulted References	:	Local Government Act 1995 Local Government (Functions and General) Regulations 1996 Access & Inclusion Plan 2012-2017 Parking & Parking Facilities Amendment Local Law 2012
File Number (Name of Ward)	:	CU.PRA.68 (Fredrickstown)
Previous Reference	:	WS035

WORKS AND SERVICES COMMITTEE MEETING
AGENDA – 10/09/2014
REFER DISCLAIMER

14. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL :**
15. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
16. **REPORTS OF CITY OFFICERS**
17. **MEETING CLOSED TO PUBLIC**
18. **CLOSURE:**

Councillor Alan Hortin JP
CHAIR