



MINUTES

SPECIAL MEETING OF COUNCIL

Held on
Tuesday 25 June 2013
6.00pm
City of Albany Council Chambers

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1.0 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

[6:00:03 PM](#) Presiding Member declared the meeting open.

ITEM 1.0: RESOLUTION

MOVED: COUNCILLOR HOLDEN

SECONDED: COUNCILLOR HORTIN

THAT Council SUSPEND Standing Order clause 3.1 to allow recording of proceedings.

CARRIED 11-0

2.0 OPENING PRAYER

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

3.0 PUBLIC QUESTION AND STATEMENT TIME

Council’s Standing Orders Local Laws provide that each Ordinary Meeting of the Council shall make available a total allowance of 30 minutes, which may be extended at the discretion of Council, for residents in attendance in the public gallery to address clear and concise questions to His Worship the Mayor on matters relating to the operation and concerns of the municipality.

Such questions should be submitted to the Chief Executive Officer, **in writing, no later than 10.00am** on the last working day preceding the meeting (the Chief Executive Officer shall make copies of such questions available to Members) but questions may be submitted without notice.

Each person asking questions or making comments at the Open Forum will be **LIMITED** to a time period of **4 MINUTES** to allow all those wishing to comment an opportunity to do so.

No members of the public were present.

4.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Mayor D Wellington

Councillors:

Breaksea Ward	R Hammond
Breaksea Ward	V Calleja
Frederickstown Ward	C Dowling
West Ward	G Gregson
West Ward	D Dufty
Kalgan Ward	Y Attwell
Kalgan Ward	C Holden
Vancouver Ward	S Bowles
Yakamia Ward	R Sutton
Yakamia Ward	A Hortin

Staff:

Chief Executive Officer	G Foster
Executive Director Corporate Services	G Adams
Executive Director Planning and Development Services	D Putland
Executive Director Community Services	C Woods
Facilitator Strategy and Improvement	S Grimmer
Minutes	C Crane

Public Gallery and Media:

Two members of the media were in attendance. No members of the public were in attendance.

Apologies/Leave of Absence:

Frederickstown Ward	G Stocks (Leave of Absence)
Vancouver Ward	D Bostock (Leave of Absence)
Executive Director Works and Services	M Thomson (Apology)

5.0 DECLARATION OF INTEREST

[Elected members of Council and staff are asked to use the forms prepared for the purpose, aiding the proceedings of the meeting by notifying the presiding member prior to the conduct of the meeting]

Name	Item Number	Nature of Interest
NIL		

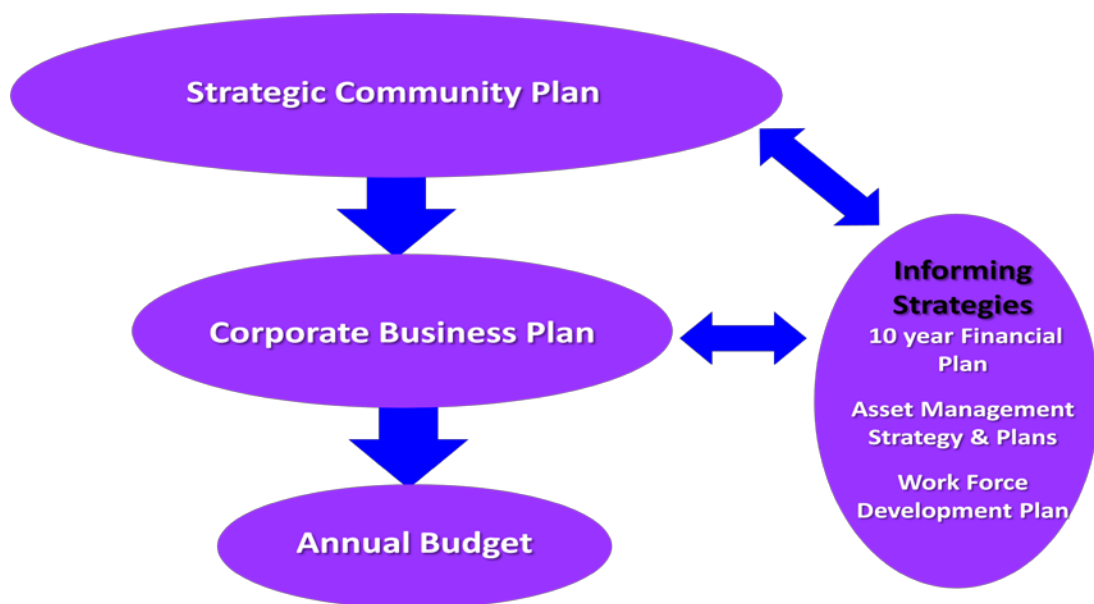
6.0 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil.

6.1: ADOPTION OF THE INTEGRATED PLANNING FRAMEWORK

Proponent	: City of Albany
Owner	: City of Albany
Attachments	: <ul style="list-style-type: none"> • Community Strategic Plan • Corporate Business Plan • 10 Year Financial Plan • Asset Management Plans • Workforce Development Plan
Responsible Officer(s)	: Facilitator-Strategy and Improvement (S Grimmer)

Maps and Diagrams:



IN BRIEF

- Adoption of the Integrated Planning Framework plans listed above is required for the City to comply with the amended Local Government (Administration) Regulations 1996, which require Local Governments to adopt a Community Strategic Plan, Corporate Business Plan and informing strategies by June 2013.
- The development and adoption of an Integrated Planning Framework provides significant benefits as it defines a clear strategic direction allowing the City to better align their services and resources to the needs and expectations of our Community.
- The adoption of these Plans reinforces Council's commitment to long term strategic planning and provides a sound basis for continual improvement within the City.

RECOMMENDATION**ITEM 6.1: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY****MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR HAMMOND****THAT Council ADOPT the:**

- 1. Community Strategic Plan**
- 2. Corporate Business Plan**
- 3. 10 Year Financial Plan**
- 4. Asset Management Plans for Roads, Pathways, Drainage, Natural & Developed Reserves and Buildings**
- 5. Workforce Development Plan.**

CARRIED 11-0**BACKGROUND**

1. The current Strategic Plan was adopted in August 2011.
2. In 2012 the State Government amended the *Local Government (Administration) Regulations 1996* to enhance strategic planning processes through the adoption of a prescribed Integrated Planning Framework for all local governments.
3. In light of this, the current Strategic Plan was reviewed and a number of gaps were identified.
4. Over the past six months all City Directorates have been working together to develop a meaningful and compliant suite of plans. These plans supersede the previously adopted Strategic Plan and Asset Management Plans.

GOVERNMENT CONSULTATION

5. The City has researched the approach taken by other Local Governments, visited a number of WA Local Governments and consulted widely with agencies in the Great Southern.
6. Workshops were held with these agencies in March/April 2013 to gain their input and to reinforce to them that the City is committed to long term strategic planning.
7. The City involved the UWA, Great Southern Development Commission, Chamber of Commerce and Industry and the Department of Transport in a peer review of the Community Strategic Plan in April 2013. The approach and key themes were widely supported.

COMMUNITY CONSULTATION / ENGAGEMENT

8. In 2011 the City undertook significant community consultation leading to the adoption of the City of Albany Strategic Plan in 2011.
9. The adequacy of this plan was reviewed in late 2012 and it was deemed not to meet the requirements of relevant legislation or best practice. For this reason a further series of community workshops and forums were held in March/April 2013.

10. The framework commits the City to ongoing community engagement. This includes reinstating the Albany Scorecard Community Survey, more regular community forums and improved stakeholder engagement on projects.

STATUTORY IMPLICATIONS

11. The *Local Government (Administration) Regulations 1996* has been amended to require each local government to adopt a Strategic Community Plan and a Corporate Business Plan. Section 5.56(1) and (2) of the *Local Government Act 1995* requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.
12. The adoption of the prescribed plans provides a sound basis for Council in monitoring the performance of the City.
13. The prescribed plans will assist Council to meet their obligation to:
- Direct and control the local government's affairs; and
 - Be responsible for the performance of the local government's function.

STRATEGIC IMPLICATIONS

14. The Key Themes and Strategic Objectives defined in the Community Strategic Plan and referenced in the Corporate Business Plan will form the basis for all future Council decisions. As a result City Officers will be required to demonstrate a clear justification against one or more of these strategic objectives for all future Council items.

RISK IDENTIFICATION & MITIGATION

15. The risk identification and categorisation references the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Council does not adopt the Plans meaning it is breach of it's statutory obligations.</i>	<i>Unlikely</i>	<i>Extreme</i>	<i>High</i>	<i>Adopt the Community Strategic Plan, Corporate Business Plan, 10 Year Financial Plan, Asset Management Plans and Workforce Development Plan</i>

FINANCIAL IMPLICATIONS

16. While there are no direct financial allocation in relation to this item, failure to meet our statutory obligations would affect our ability to attract future State Government funding.
17. The 10 Year Financial Plan provides the basis for long term financial management of City assets and resources. The Integrated Planning Framework is subject to regular review to ensure that city programs and services remain financially viable.

18. The Integrated Planning Framework provides the direction for the ongoing management of Council's activities through the adoption of the following plans:
- a. Community Strategic Plan
 - b. Corporate Business Plan
 - c. 10 Year Financial Plan
 - d. Asset Management Plans
 - e. Workforce Development Plan

ALTERNATE OPTIONS

19. As detailed above the City has a statutory obligation to adopt a Community Strategic Plan (including associated supporting plans) that are compliant with the legislated (prescribed) Integrated Planning Framework under the *Local Government Act 1995*.
20. It is a statutory requirement to adopt the prescribed plans.

Consulted References	:	Western Australian-Integrated Planning and Reporting Framework
File Number (Name of Ward)	:	CM.RVW.3
Previous Reference	:	OCM 16.08.11 Item 1.4;

7.0 RESUME STANDING ORDERS 3.1

ITEM 7.1: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR HOLDEN

SECONDED: COUNCILLOR BOWLES

THAT Standing Order 3.1 be RESUMED to stop recording of proceedings.

CARRIED 11-0

8.0 CLOSURE OF MEETING

[6:04:24 PM](#) There being no further business the Presiding Member declared the meeting closed.

(Unconfirmed Minutes)

Dennis W Wellington
MAYOR