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# **A G E N D A**

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## **SPECIAL MEETING OF COUNCIL**

**To be held on  
Tuesday 14 February 2012  
5.15 pm  
City of Albany Council Chambers**

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## **NOTICE OF A SPECIAL COUNCIL MEETING**

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His Worship The Mayor and Councillors

The Special Council Meeting of the City of Albany will be held on Tuesday 14 February 2012 in the Council Chambers, North Road, Yakamia commencing at 5.15 pm.

The purpose of the meeting is:

1. Proposed Extended Trading Hours for March 2012 Long Weekend

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**F James**  
Chief Executive Officer

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## 1.0 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

### ITEM 1.0: RESOLUTION

#### THAT Council:

- **SUSPEND Standing Order clause 3.1 to allow recording of proceedings;**

## 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.

**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 | Vacant    |
| Frederickstown Ward | G Stocks  |
| West Ward           | J Gregson |
| West Ward           | D Dufty   |
| Kalgan Ward         | Y Attwell |
| Kalgan Ward         | C Holden  |
| Vancouver Ward      | D Bostock |
| Vancouver Ward      | S Bowles  |
| Yakamia Ward        | R Sutton  |
| Yakamia Ward        | A Hortin  |

**Staff:**

|                                       |         |
|---------------------------------------|---------|
| Chief Executive Officer               | F James |
| Executive Director Community Services | L Hill  |

|         |              |
|---------|--------------|
| Minutes | J Williamson |
|---------|--------------|

**Public Gallery and Media:**

**Apologies/Leave of Absence:**

**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]

| <b>Name</b> | <b>Item<br/>Number</b> | <b>Nature of Interest</b> |
|-------------|------------------------|---------------------------|
|             |                        |                           |
|             |                        |                           |
|             |                        |                           |
|             |                        |                           |

**6.1: EXTENDED TRADING HOURS WITHIN THE CITY OF ALBANY**

**Land Description** : Municipality of Albany  
**Proponent** : Albany Chamber of Commerce and Industry  
**Owner** : N/A  
**Attachments** : Albany Chamber of Commerce and Industry Application dated 2 February 2012  
**Appendices** : Nil  
**Responsible Officer** : Executive Director Community Services (Linda Hill)

**IN BRIEF**

Extended trading hours are requested for Labour Day long weekend.

**ITEM 6.1: RESPONSIBLE OFFICER RECOMMENDATION**

**VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**THAT the APPLICATION for extended trading hours on 4 and 5 March 2012 be APPROVED.**

**BACKGROUND**

1. In order to promote trade and to display Albany as a vibrant tourist destination, the Albany Chamber of Commerce and Industry Inc requests extended trading hours for general retail shops on the following days:

| <b>Date</b>    | <b>Public Holiday</b> | <b>Time</b> |
|----------------|-----------------------|-------------|
| Sunday 4 March | Long Weekend          | 8am to 6pm  |
| Monday 5 March | Labour Day            | 8am to 6pm  |

**DISCUSSION**

2. The application is for extended trading hours for Labour Day long weekend from 8am to 6pm.
3. This proposal would affect all retailers covered under the *Retail Trading Hours Act 1987* within the municipality of Albany.
4. It will not be compulsory for retailers to trade on this day.

|             |                             |
|-------------|-----------------------------|
| <b>CEO:</b> | <b>RESPONSIBLE OFFICER:</b> |
|-------------|-----------------------------|

## **PUBLIC CONSULTATION**

5. The Albany Chamber of Commerce and Industry Inc is a representative of the affected segment of the population and is the proponent of this initiative.

## **GOVERNMENT CONSULTATION**

6. If the motion is approved by a clear majority of Council, The City of Albany will then apply to the Department of Commerce (Consumer Protection) for a temporary/short term adjustment to local trading hours for the dates specified.

## **STATUTORY IMPLICATIONS**

7. Non-metropolitan Local Government may apply to the Department of Commerce (Consumer Protection) to extend the trading hours for local general retail shops beyond those stipulated in the *Retail Trading Hours Act 1987*.

## **STRATEGIC IMPLICATIONS**

8. This item directly relates to the following elements from the City of Albany Strategic Plan 2011-2021.

### **Key Focus Area**

Sustainability and Development

### **Community Priority**

Enhance central business district

A diversified industrial base

Tourism development

### **Proposed Strategies**

To develop a partnership with the Albany Chamber of Commerce Inc to identify opportunities to attract new business and services to the CBD to make it more vibrant and reduce the number of property vacancies.

Advocate and promote Albany as a viable centre for diverse industries

Encourage an increase in Albany's industry base to ensure employment for school leavers and university graduates.

Advocate for and encourage seven day a week trading, especially in the hospitality industry to better meet tourist's needs.

## **POLICY IMPLICATIONS**

9. N/A



**RISK IDENTIFICATION & MITIGATION**

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

| <b>Risk</b>   | <b>Likelihood</b> | <b>Consequence</b> | <b>Risk Analysis</b> | <b>Mitigation</b>  |
|---|-------------------|--------------------|----------------------|--|
| <i>Change to trading hours has the potential to create division amongst local community and small business groups.</i>  | <i>Likely</i>     | <i>Moderate</i>    | <i>High</i>          | <i>It will not be compulsory for local retailers to trade on these days.</i> |
| <i>By not adopting extended trading hours on the nominated dates the City's retailers will miss out on additional consumer expenditure opportunities and diminish Albany's overall attractiveness as a vibrant visitor destination.</i> | <i>Likely</i>     | <i>Moderate</i>    | <i>High</i>          | <i>The Council can adopt extended retail trading on long weekends</i>        |

**FINANCIAL IMPLICATIONS**

11. Retailers opening on these days may gain significant economic benefit as it is anticipated there will be a greater number of visitors in Albany over the long weekend.

**LEGAL IMPLICATIONS**

12. Nil

**ALTERNATE OPTIONS**

13. Council can decline or modify the application.

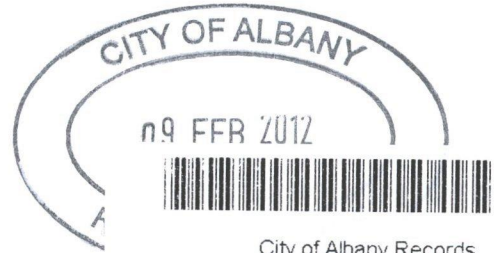
**SUMMARY CONCLUSION**

14. There is a precedent for a temporary extension of this nature on long weekends and public holidays.

|                             |  |
|-----------------------------|--|
| <b>Consulted References</b> | Council Policy – Extended Trading Hours Policy |
| <b>File Number</b>          | Synergy Reference No: CM.STD.7/NP097724_2      |
| <b>Previous Reference</b>   | NIL  |



Albany Chamber of Commerce & Industry Inc.



2 February 2012

Matthew Bird
Manager Tourism Development & Services
City of Albany
PO Box 484
Albany WA 6330

City of Albany Records
Doc No: ICR1258539
File: ED.PRM.1
Date: 09 FEB 2012
Officer: MTDS

Attach:
Box:
Vol:
Box+Vol:

Dear Matthew

RE: Extended Retail Trading for 2012 Public Holidays & Cruise Ship visits

Under provisions of the Retail Trading Hours Act where;
Local government authorities outside the Perth metropolitan area can, subject to Ministerial approval, extend trading hours for General Retail Shops (only) beyond the standard hours,

the ACCI, on behalf of its members, wishes to apply for extended trading hours for General Retail Shops in Albany as per dates below:

Table with 3 columns: Date, Public Holiday, Time. Rows include Sun 4 March (Long Weekend, 8am to 6pm), Mon 5 March (Labour Day, 8am to 6pm), Sun 8 April (Easter, 8am to 6pm), Mon 9 April (Easter, 8am to 6pm), Wed 25 April (Anzac Day, 12 noon to 6pm), Sun 3 June (Albany Car Classic, 8am to 6pm), Mon 4 June (Long weekend, 8am to 6pm), Sun 30 September (Long Weekend, 8am to 6pm), Mon 1 October (Queen's Birthday, 8am to 6pm), Sun 11 November (Cruise Ship - Volendam, 8am to 6pm), Sun 2 December (Cruise Ship - Professor Khromonov, 8am to 6pm).

We trust you will give full consideration to our application, and should you require further information, please contact the Chamber on 9845 7888.

Best regards,

Graham Harvey
Chief Executive Officer

76 Collie Street, Albany WA 6330
PO Box 5273, Albany WA 6332

P (08) 9845 7888
F (08) 9845 7877

E admin@albanycci.com.au
W www.albanycci.com.au

**7.0 CLOSURE OF MEETING**

**ITEM 7.1: MOTION**

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