



# **MINUTES**

## **ORDINARY COUNCIL MEETING**

**26<sup>th</sup> June 2001**

PLEASE NOTE THESE MINUTES HAVE YET TO BE ADOPTED BY COUNCIL  
AS A TRUE RECORD OF PROCEEDINGS

# City of Albany

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Signed \_\_\_\_\_  
*Andrew Hammond*  
Chief Executive Officer

Date: 2<sup>nd</sup> July 2001

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## 1.0 DECLARATION OF OPENING

Her Worship Mayor, Alison Goode, declared the meeting open at 7:30pm and extended a welcome to all present.

## 2.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

### Attendance:

Her Worship Mayor  
Councillors

- Alison Goode  
- E Barton  
- M Bojcun  
- J Cecil  
- T Demarteau  
- B Emery  
- M Evans  
- D Evers  
- G Sankey  
- J Walker  
- D Wellington  
- I West  
- J Williams  
- I Wilson  
- D Wolfe

Chief Executive Officer

- A C Hammond

Executive Director

- Works & Services

- C Meeking

Executive Director

- Development Services

- R Fenn

PA to Executive Director

- Works & Services

N K Alberts

Approximately 20 members of the public  
2 media representatives

### Apologies/Leave of Absence:

Executive Director

- Corporate & Community Services

- W P Madigan

## 3.0 OPENING PRAYER

The opening prayer was read by Councillor M Bojcun.

“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.”

#### **4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

#### **5.0 PUBLIC QUESTION 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 Her 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.

##### **\* J Boughton**

Mr Boughton referred to the City's Buy Local Policy and raised the following questions:

- 1. Will the above policy include Entertainers and Support (sound, lighting etc)?*
- 2. Under the Policy, does the City prefer suppliers with an ABN?*
- 3. Would a local non-ABN supplier be accepted over one from elsewhere?*
- 4. Appointed to liaise with City of Albany on possibility of City using local members on the Register for future City functions?*

The Chief Executive Officer, responded to Mr Boughton's questions respectively:

- 1. Yes – it includes all goods and services supplied to the City of Albany.*
- 2. The Buy Local Policy is principally a regional price preference policy. The City prefers suppliers with an ABN unless a "Statement by Supplier" is provided, which is an ATO form to detail a reason for not quoting an ABN to an enterprise.*
- 3. A local non-ABN supplier would be acceptable if it was a competitive enterprise and had completed a 'Statement by Supplier' form providing a reason for not quoting an ABN.*
- 4. Yes, the City would be prepared to consider using persons on the Entertainers Register. Requested Mr Boughton to contact Ms Zahra Shirazee, Community Liaison Officer regarding future events arranged by or involving the City.*

##### **\* D Carpenter**

Mr Carpenter represented South Coast Security, and referred to Item 13.2.4. Mr Carpenter believed the tender descriptions were inadequate for the closing and opening of toilets. He recommended Council consider the additional security services that South Coast Security currently supply to Council, for example, 34 additional

checks are provided than the chosen tenderer, perimeter boundary checks are performed, and they often close toilets outside specified hours due to functions. Mr Carpenter outlined additional benefits to be gained by Council by using South Coast Security and asked for Council to consider these.

**\* D Phillips**

Mr Phillips represented the Albany Ratepayers & Residents Association, and raised questions on the management of the Duyfken Shed as follows:

1. *What has been the cost to the City Ratepayers in the last 12 months concerning*
  - a) *Management / Coordinator fees*
  - b) *Utilities – power, water, etc*
  - c) *Insurance, maintenance and advertising*
  - d) *Other expenses incurred by the Ratepayers regarding this building*
2. *What income has the City of Albany derived from the use of the Duyfken Shed?*
3. *What has been the proposed Business Plan for the Duyfken Shed for the previous 12 months?*

Mr Phillips also read a question from Bryan Hughes, also of the Albany Ratepayers & Residents Association:

*“Will the Ratepayers who were, in the past, paying the Differential Rate, be informed by Council that there will be a rate reduction as the Differential Rate will no longer apply? When will that Rate reduction take effect?”*

The Chief Executive Officer, responded to Mr Phillips questions:-

1. *Nil. Council has contributed \$21,000 as a one-off grant to the Albany Maritime Foundation.*
2. *Income is based on rental of \$396.*
3. *The question regarding the Business Plan would be referred to the Albany Maritime Foundation with a request that the Foundation respond directly to the Association.*

The Chief Executive Officer responded to Mr Hughes’ question on the Differential Rate as follows:

*“At the last meeting of Council, the decision was taken not to raise a differential rate on the Central Business District. Although on face value, it would appear there may be a reallocation of rating levels, a definitive response cannot be provided until the budget for 2001/02 has been adopted.”*

**\* F Crowley**

Ms Crowley requested information on the commencement date for the lease of the Café at the Albany Leisure and Aquatic Centre, noting that payments were being made for goods supplied to the café.

Her Worship Mayor took this question on notice.

**\* D Dufty**

Mr Dufty referred to Item 11.1.2 and asked the following questions:

1. *Has a traffic study been carried out on Chester Pass Road?*
2. *Has a study of future traffic conflict been considered?*
3. *What contribution to the Mercer Road & Catalina Street intersections on widening Chester Pass Road had been made by King Open Pty Ltd?*
4. *Is it logical to promote a rezoning of industrial land that is completely surrounded by industrial land and create a 'second front' in Yakamia completely isolated from suburban growth?*
5. *Is it logical to promote a major shopping precinct that will cause major traffic conflicts and likely fatalities in the future when that development will completely negate any future development of the Walmsley precinct?*
6. *Why is the rezoning of the "Catalina Precinct" being considered without full commercial modelling?*
7. *What is the criteria for the increase to a neighbourhood shopping centre where there is no neighbourhood – all customers must come by car?*
8. *Why was the increase that was suggested totally refused at the last rejection of the Orana plan?*
9. *Does it seem sensible or reasonable to reject a proposal surrounded by the fastest growing suburbs of Albany and support the doubling of a site with absolutely no adjoining suburban area?*
10. *Will the store continue to trade 7 days under new ownership?*
11. *Does the purchase include the proposed mixed business zone?*
12. *Has the rezoning been assured prior to purchase?*

Her Worship Mayor took these questions on notice.

**\*J O'Day**

Mr O'Day represented the Lower King Progress Association and commented on the Mosquito report.

*Mr O'Day stated that in 1999/2000, \$7,700 was spent on mosquito control, and \$11,000 was spent in 2000/01. \$70,000 has been suggested in the Mosquito Report to be spent on studies, and Mr O'Day suggested that trial sections of runnelling be undertaken prior to committing large sums of money.*

*Mr O'Day asked why Water & Rivers Commission were not involved, and stated that he did not believe caveats should be placed on titles of land in the area.*

The Executive Director Development Services responded to Mr O'Day's comments, stating that Council has only received the Mosquito report, but nothing as yet has been endorsed. The report is currently available for public comment, and comments are still being received. Prior to undertaking any digging within a river delta clearances were required from the Department of Environmental Protection and the Water and Rivers Commission. To gain those clearances environmental assessments and reports need to be prepared. Water & Rivers Commission are being consulted, as are other relevant agencies.

Her Worship Mayor declared the public question time closed, and thanked everyone for their comments and questions.



## **6.0 CONFIRMATION OF MINUTES OF PREVIOUS MINUTES**

6.1 Ordinary & Special Council Meeting Minutes (as previously distributed).

DRAFT MOTION:

THAT the following minutes:

- Ordinary Council meeting held on 5<sup>th</sup> June 2001

as previously distributed be confirmed as a true and accurate record of proceedings.

**MOVED COUNCILLOR WOLFE  
SECONDED COUNCILLOR EVERS**

**THAT the following minutes:**

- **Ordinary Council meeting held on 5<sup>th</sup> June 2001**

**as previously distributed be confirmed as a true and accurate record of proceedings.**

**MOTION CARRIED 15-0**

## **7.0 APPLICATIONS FOR LEAVE OF ABSENCE**

Councillor Wilson requested leave of absence from the Ordinary Council Meetings to be held on 17<sup>th</sup> July 2001 and 21<sup>st</sup> August 2001.

Councillor Walker requested leave of absence from the Ordinary Council Meeting to be held on 17<sup>th</sup> July 2001.

**MOVED COUNCILLOR EMERY  
SECONDED COUNCILLOR EVANS**

**THAT:**

**Councillor Wilson be granted leave of absence from the Ordinary Council Meetings to be held on 17<sup>th</sup> July 2001 and 21<sup>st</sup> August 2001; and**

**Councillor Walker be granted leave of absence from the Ordinary Council Meeting to be held on 17<sup>th</sup> July 2001.**

**MOTION CARRIED 15-0**

## **8.0 DECLARATIONS OF FINANCIAL INTEREST**

[Members of Council are asked to use the forms prepared for the purpose, aiding the proceedings of the meeting by notifying the disclosure by 3.00pm on that day.]

Councillor Bojcun – Item 13.2.3 Contract C01036 – Cleaning and Sanitary Services  
Nature of Interest – Councillor Bojcun’s spouse is involved in the cleaning industry.

**9.0 MATTERS FOR WHICH MEETING MAY BE CLOSED**

Nil

**10.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

# **Development Services**

## **REPORTS**

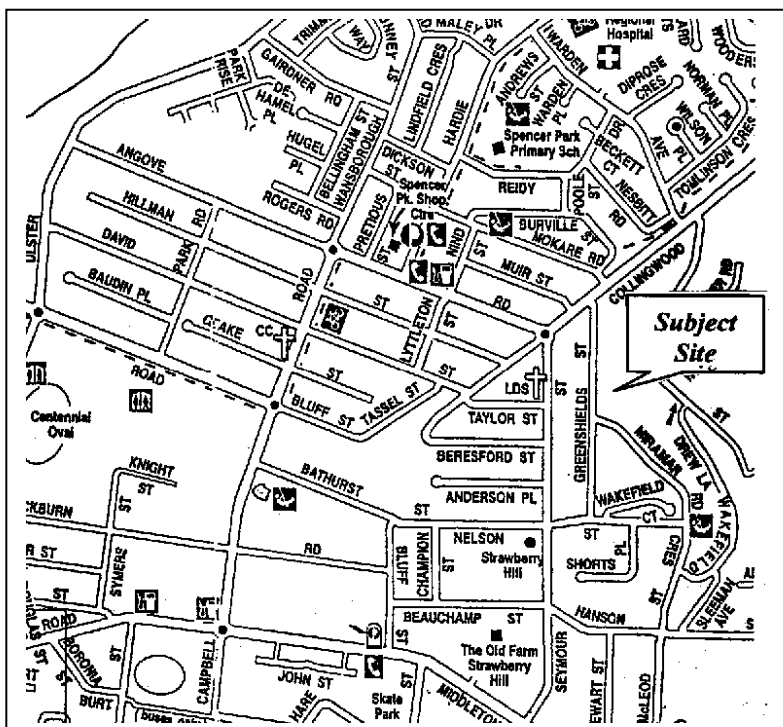
DEVELOPMENT SERVICES REPORTS

**- R E P O R T S -**

**11.1 DEVELOPMENT**

**11.1.1 Request for Relaxation of Policy – Outbuilding – Lot 127 Greenshields Street, Mira Mar**

- File/Ward** : A144016 (Breaksea Ward)
- Proposal/Issue** : Seeking Council’s approval to construct a garage/workshop on the lot which exceeds the maximum area of outbuilding permitted by Council policy.
- Subject Land/Locality** : Lot 127, (36A) Greenshields Street, Mira Mar
- Proponent** : RA Pepper
- Owner** : RA Pepper & CG Harris
- Reporting Officer(s)** : Planning Officer (A Nicoll)
- Disclosure of Interest** : Nil
- Previous Reference** : Nil
- Summary Recommendation:** Refuse the application
- Locality Plan** :



**DEVELOPMENT SERVICES REPORTS**

Item 11.1.1 continued

**BACKGROUND**

1. Council received a planning application from RA Pepper on the 23<sup>rd</sup> May 2001 to develop an outbuilding to be used as a garage/workshop with a total area of 136.5m<sup>2</sup> on Lot 127 Greenshields Street.
2. Lot 127 (36A) Greenshields Street, Mira Mar is zoned “Residential” (R20) within Town Planning Scheme No.1A and is 1003m<sup>2</sup> in area.
3. The property was originally 1683m<sup>2</sup> and has since been subdivided into two lots, Lot 126 & Lot 127, both of which are jointly owned by the applicant RA Pepper and CG Harris. Lot 127 is set back behind Lot 126 and is accessed via a battle-axe leg.
4. Prior to the applicant submitting the proposal to Council, he obtained comment from the adjoining neighbour at strata lot 2 (34) to the south. The adjoining owner signed a comment proforma saying that they did not object to the development of an oversize outbuilding with a masonry wall on the shared boundary.
5. The proponent has drafted plans illustrating the location and character of the garage/workshop alongside a proposed residential building. A copy of the plans follow this report.

**STATUTORY REQUIREMENTS**

6. Section 7.21.4 of the City of Albany Town Planning Scheme 1A states:  
*“A Town Planning Scheme policy shall not bind the Council in respect of any application for planning consent but the Council shall take into account the provisions of the policy and objectives which the policy was designed to achieve before making its decision.”*
7. The Outbuilding’s policy has been adopted as a policy pursuant to Town Planning Scheme 1A.
8. As the applicant is proposing to establish an outbuilding 36.5m<sup>2</sup> and 16m<sup>2</sup> in excess of the permitted floor area of an individual outbuilding and the aggregate of several outbuildings collectively, approval for the garage/workshop is required from Council. Council will also need to grant a relaxation to the standards set by its policy.

**POLICY IMPLICATIONS**

9. Section 4.25A of the Scheme also states:  
*“In the Residential Zone more than one outbuilding, and outbuildings having an aggregate area in excess of 46.5m<sup>2</sup>, are permitted provided they are appurtenant to a single residence and are used for purposes incidental to the enjoyment of the dwelling as such.”*

**DEVELOPMENT SERVICES REPORTS**

Item 11.1.1 continued

10. Under Development Guideline No.3 of Council's Town Planning Scheme No.1A;

- *“the maximum floor area of a single outbuilding permitted within a lot in the “Residential” zone (1001m<sup>2</sup> and greater) is 100m<sup>2</sup> and,*
- *the maximum aggregate floor area of, outbuildings permitted on a lot within the “Residential” zone (1001m<sup>2</sup> and greater) is 120m<sup>2</sup>.”*

**FINANCIAL IMPLICATIONS**

11. There are no financial implications relating to this item.

**STRATEGIC IMPLICATIONS**

12. If Council provides a relaxation of its policy, a further precedent would be set for other “Residential” zoned lots, with an area greater than 1001m<sup>2</sup>, to have large outbuildings.

**COMMENT/DISCUSSION**

13. The area of land that is subject to the development application for the garage/workshop is situated 19 metres above sea level. The applicant is proposing to carry out extensive earth works to lower the site to 17.5 metres above sea level. Effectively, this means the shed viewed from Lot 126 and Greenshields Street (to the south and west) will be 2 metres in height and when viewed from the north and east the shed will be 3.8 metres in height.

14. The proponent states the need for an outbuilding of 136.5m<sup>2</sup> in area is to store and maintain four vehicles out of the weather. The maintenance of these vehicles is purely as a hobby and not as a commercial venture. Approximately 20m<sup>2</sup> of floor area is required for a standard passenger vehicle.

15. The garage/workshop is to be constructed of masonry for the walls and custom orb for the roof and doors complimentary to the development of a “proposed residential dwelling”.

16. The adjoining owner signed a comment proforma saying that that they did not object to the development of an oversize outbuilding with a masonry wall on the shared boundary at the prescribed height.

17. Staff recommend against the application, consistent with Council's policy.

**DEVELOPMENT SERVICES REPORTS**

Item 11.1.1 continued

RECOMMENDATION

THAT Council issue a notice of Planning Consent Refusal for the construction of a 136m<sup>2</sup> shed on Lot 127 (36A) Greenshields Street, Mira Mar, as the proposal would be contrary to Development Guideline No. 3 of Council's Town Planning Scheme No.1A.

*Voting Requirement Simple Majority*

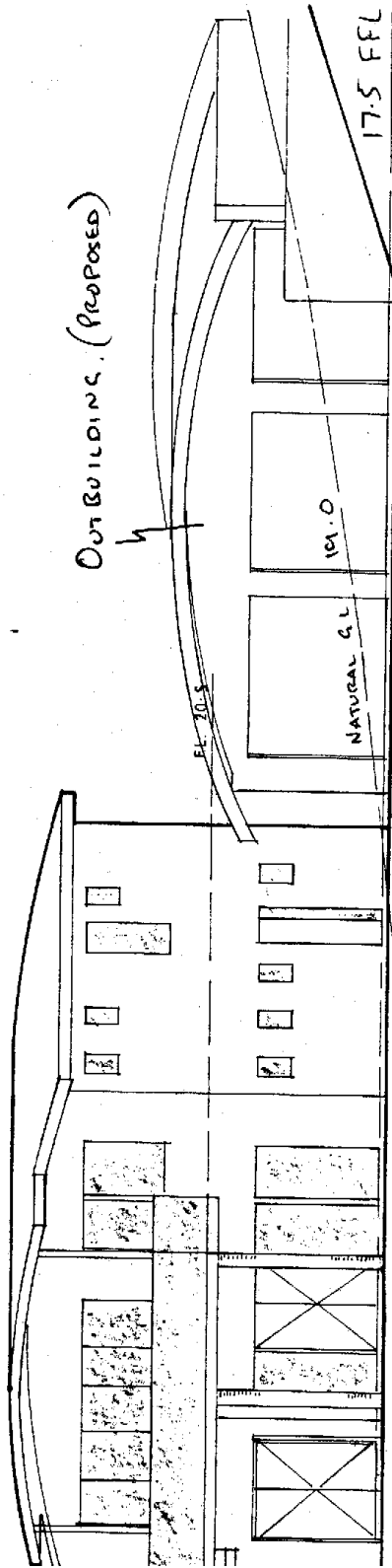
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**MOVED COUNCILLOR WILSON  
SECONDED COUNCILLOR WILLIAMS**

**THAT Council issue a notice of Planning Consent Refusal for the construction of a 136m<sup>2</sup> shed on Lot 127 (36A) Greenshields Street, Mira Mar, as the proposal would be contrary to Development Guideline No. 3 of Council's Town Planning Scheme No.1A.**

**MOTION CARRIED 15-0**

DEVELOPMENT SERVICES REPORTS



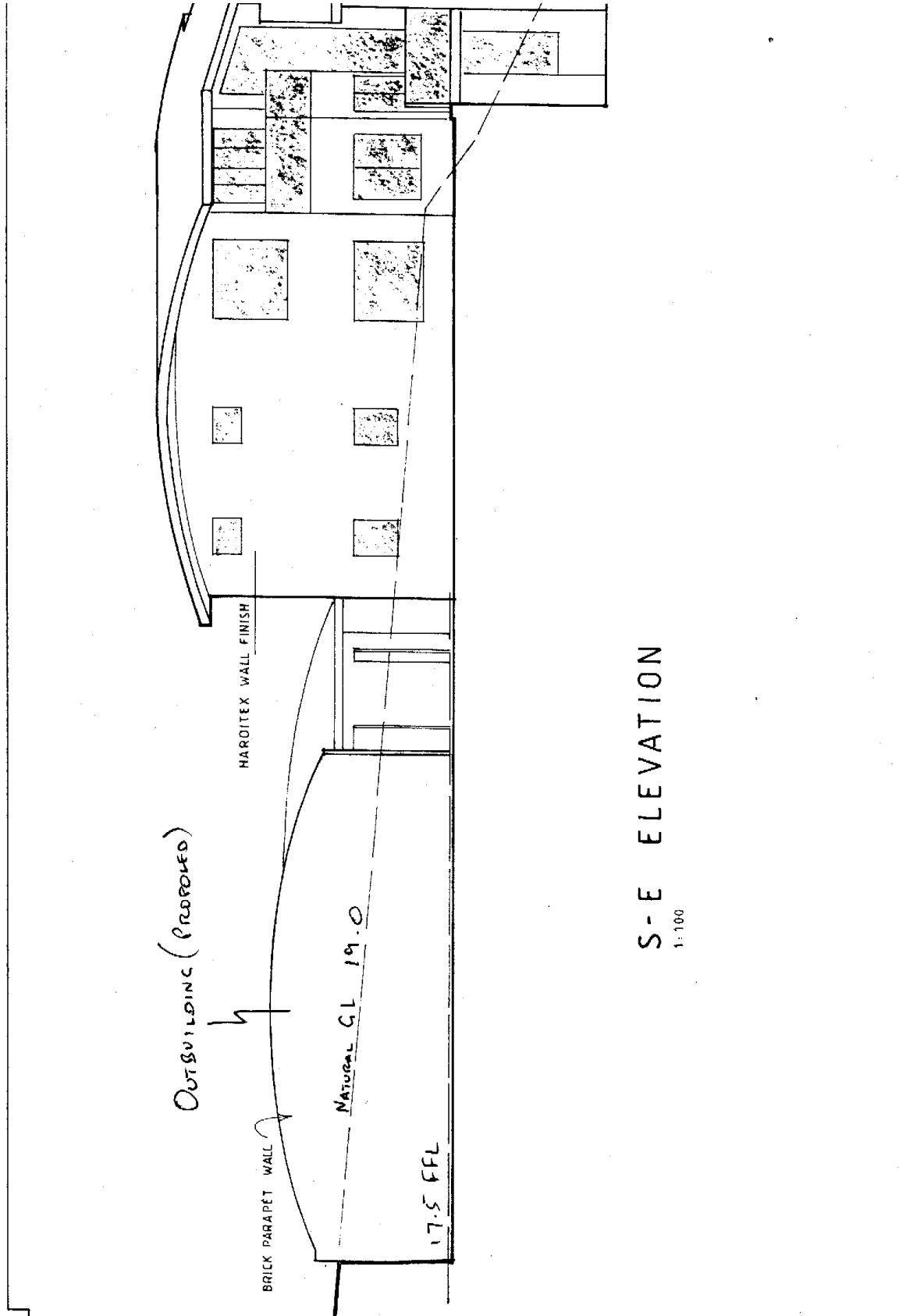
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ELEVATIONS  
LOT 127 GREENSHIELDS STREET,  
ALBANY.

DAVID HEAVER ARCHITECT  
SWIFT DRAFTING SERVICE



DEVELOPMENT SERVICES REPORTS



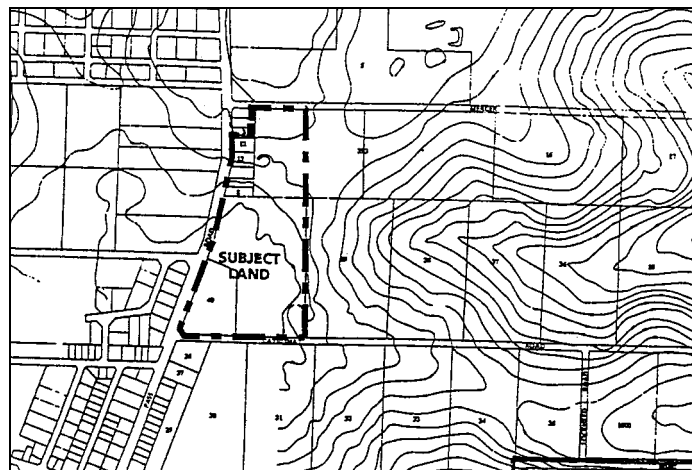
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**DEVELOPMENT SERVICES REPORTS**

**11.1.2 Final Approval for Amendment - Lots 6–8, 12, 13, 40 & 101 Chester Pass, Catalina and Mercer Roads, Lange**

- File/Ward** : STR049/AMD220 (Yakamia Ward)
- Proposal/Issue** : 1. To introduce a new “Mixed Business” zone into Town Planning Scheme 3; and  
2. To rezone Lots 6–8, 12, 13, 40 101 Chester Pass, Catalina, and Mercer Roads, Lange from “Rural”, “Light Industry”, and “Special Use” to “Mixed Business”, with an Additional Use for part of Lots 40 and 101.
- Subject Land/Locality** : Lots 6–8, 12, 13, 40 & 101 Chester Pass, Catalina and Mercer Roads, Lange.
- Proponent** : Taylor Burrell.
- Owners** : King Open Pty Ltd
- Reporting Officer(s)** : Planning Consultant (D Gray)
- Disclosure of Interest** : Nil
- Previous Reference** : OCM 23/01/01 Item 11.1.10  
OCM 05/09/00 Item 11.3.3  
OCM 14/12/99 Item 15.1.1  
OCM 01/06/99 Item 15.1.3  
OCM 28/04/99 Item 15.1.2  
OCM 10/03/99 Item 15.1.1
- Summary Recommendation** : Recommend final approval to the Amendment, with modifications.
- Locality Plan** :



**DEVELOPMENT SERVICES REPORTS**

Item 11.1.2 continued

**BACKGROUND**

1. Amendment No. 220 to Town Planning Scheme No. 3 (TPS3) was initiated by Council at its meeting on 23<sup>rd</sup> January 2001 and has been advertised for public inspection. The Amendment has two purposes: firstly to introduce a new “Mixed Business” zone into Town Planning Scheme 3; and secondly to rezone Lots 6–8, 12, 13, 40 & 101 Chester Pass, Catalina and Mercer Roads, Lange from “Rural”, “Light Industry” and “Special Use” to “Mixed Business”, with an Additional Use for part of Lots 40 and 101.
2. The Amendment was assessed by the Environmental Protection Authority (EPA) as “Scheme Not Assessed” and was advertised for public inspection until 3 May 2001.
3. At the close of the advertising period 32 submissions had been received. Four late submissions were received.

**STATUTORY REQUIREMENTS**

4. Council must now consider all submissions, make a recommendation on each, and forward the submissions and Council’s recommendations to the Western Australian Planning Commission (WAPC). (Council is not required to consider late Submissions, and in this case the late Submissions are only included for information.)
5. The WAPC is to report to the Minister for Planning and Infrastructure who is to consider the submissions and the recommendations made by Council and the WAPC. The Minister will decide whether to approve the Amendment, refuse to approve the Amendment, or require Council to modify the Amendment before approval is given. The Amendment documents are not to be modified until the Minister for Planning and Infrastructure has made her decision.

**POLICY IMPLICATIONS**

6. There are various policies and strategies that have relevance to this proposal. They include:
  - The State Planning Strategy
  - The Western Australian Planning Commission Statement of Planning Policy No. 8 (SPP 8).
  - The Albany Regional Strategy (1994)
  - The Residential Expansion Strategy for Albany (1994)
  - A Commercial Strategy for Albany (1994).
  - The Commercial Strategy Review (2000).
  - The Albany Local Planning Strategy (2001).

**DEVELOPMENT SERVICES REPORTS**

Item 11.1.2 continued

7. The purpose of SPP 8 is to bring together State and regional policies that apply to land use and development in Western Australia. When preparing a Town Planning Scheme or Town Planning Scheme Amendment local government is to have regard for Statements of Planning Policy that are made under the Town Planning & Development Act 1928.

**FINANCIAL IMPLICATIONS**

8. The City will become responsible for maintaining the proposed subdivisional roads after they are dedicated during the subdivision process.

**STRATEGIC IMPLICATIONS**

9. The proposals are consistent with the City of Albany Strategic Plan 1998-2000, the Commercial Strategy Review 2000, and the Albany Local Planning Strategy (2001).

**COMMENT/DISCUSSION**

10. This Amendment is to provide Town Planning Scheme development controls for the new Mixed Business zone that is to apply to the “Catalina Central” area. The Catalina Central Structure Plan that has been adopted by Council as a planning policy provides the basis for development co-ordination of the land fronting Chester Pass Road between Mercer Road and Catalina Road. Without this co-ordination the land could be developed in the future as individual lots, each with separate access onto Chester Pass Road in a similar way to existing development along this road.
11. At the close of advertising Amendment No. 220 (on 3<sup>rd</sup> May 2001), 32 submissions had been received. Four late submissions were received. The submissions have been numbered 1 to 36 by date order of receipt by the City. A Schedule of Submissions and recommendations has been prepared, as required by the Town Planning Regulations 1967, and is attached to this report. Copies of the submissions are available upon request.
12. Submissions 1, 23, and 25, and late submission 36 are from service providers that have no objection/comment. It is recommended that these submissions be noted.
13. Submissions 2 – 9, 12 – 22, 26, and late submissions 33 and 34 are from private citizens or business people from the area who have no objections or who support the amendment. Many of these submissions refer to the proposed development as if it is to be a major shopping centre; the proposal before Council will provide for a range of uses including commercial but with a limit on the floor space for “shop” and “office” uses. Several of these submissions specifically supported residential uses, a retirement village, and a private hospital. It is recommended that these submissions also be noted.

**DEVELOPMENT SERVICES REPORTS**

Item 11.1.2 continued

14. Submissions 10, 11, and 24 are from the owners of Lots 6 and 7 Chester Pass Road who object to their land being included in the Amendment. The landowners ask that they be allowed to continue with the existing use and enjoyment of their land. Rezoning of Lots 6 and 7 will not affect non-conforming use rights, but this does not change the perception that the landowners will have about pressures on them to change. The Amendment does not include all of the land up to Mercer Road, and on the face of it there is no reason why Lots 6 and 7 may not also be withdrawn.
15. There will be an effect on the long-term implementation of the Catalina Central Structure Plan that is dependent on voluntary participation of all landowners. Future development of this land will be subject to the Catalina Central Structure Plan that is to be adopted by the Council as a Planning Policy. It is recommended these submissions be upheld and Lots 6 and 7 be withdrawn from the Amendment and remain in the Light Industry zone.
16. In submission 27 the Albany Waterways Management Authority/Water and Rivers Commission refers to previous detailed comments on the draft Catalina Local Structure Plan that are still considered applicable. The submission also notes that the rezoning constitutes a major development and stormwater drainage will significantly increase and concentrate drainage run-off in the Catalina catchment area. Planning measures are required to ensure stormwater problems are not transferred off-site without appropriate measures in place. On-site management is recommended due to the potential to export nutrients and sediments into the catchment. A Stormwater Management Plan consistent with the principles of the Water & Rivers Commission Water Sensitive Urban Design Manual is recommended prior to subdivision.
17. The submission from the Albany Waterways Management Authority/Water and Rivers Commission, including the previous comments on the Structure Plan, relate to matters to be addressed at the development and/or subdivision stage. They do not affect the Amendment to re-zone the subject site. It is recommended that the submission be noted, the previous comments be taken into account at the development application stage, and a Stormwater Management Plan be required prior to development (including subdivision) to the satisfaction of Council.
18. In submission 28, Taylor Burrell, the planning consultants acting on behalf of the owner, supports the Amendment and request modifications to allow residential uses within the Mixed Business zone. The submission refers to Mixed Business and similar zones in other local government Schemes that provide for residential development other than a single house. It notes that a residential component is proposed in the Catalina Central Structure Plan, and should therefore be carried through into the Amendment. Residential development would be subject to precinct plans and design guidelines.

**DEVELOPMENT SERVICES REPORTS**

Item 11.1.2 continued

19. Whilst the Mixed Business zone is being introduced initially to apply to Catalina Central, it is expected that in time land elsewhere in the City will be included in the zone in the new Town Planning Scheme. Residential development was excluded because of potential for land use conflicts in other locations. However, there are means to control any conflicts in the precinct plan process. Another consideration is that the WAPC has now granted consent to advertise Amendment No. 221 which seeks to change the provisions in TPS 3 relating to residential development. The definitions for residential uses are to be made consistent with the Residential Planning Codes, and should be the basis of any variation in this Amendment.
20. It is recommended the submission be upheld and the Amendment be modified so that “grouped dwellings” and “multiple dwellings” are discretionary uses, and single houses are not permitted (“X”) in the zone. Also, the objectives for the zone be expanded to provide that residential development may be permitted where Council is satisfied that there will not be land use conflicts.
21. Submissions 29 - 31 are from landowners in the vicinity of the existing Farm Fresh development. Whilst not objecting to the Amendment, the submissions raise concerns with aspects of the existing development and ask that they be addressed. These concerns include:
  - traffic management for access onto Catalina Road that does not impede use by others not necessarily accessing the Farm Fresh site.
  - outside lighting to be contained on-site.
  - screening or vegetated buffer to protect the amenity of adjoining properties.
  - limits to curb disruption from activities outside normal trading hours.
  - no on-site incineration of paper and cardboard packaging.
  - refrigeration and cooling fans not to cause nuisance for neighbours, the existing problem must be addressed immediately.
  - litter to be contained on-site and not blown onto other properties.
22. The submissions acknowledge that the concerns raised relate to development of the site, and not to this Amendment. Even so, where there are existing problems with aspects of the current development there is limited opportunity to have them addressed as part of the scheme amendment process. It is recommended that the submissions be noted, and the issues raised relating to development be specifically addressed in conditions of any future planning consent.
23. Submission 32 is the owner of the Orana Neighbourhood shopping centre site. The submission objects to the Amendment on strategic planning grounds, including conflict with the Commercial Strategy for Albany (1994) and the Commercial Strategy Review (2000). The grounds of objection also refer to designation of Chester Pass Road as a major heavy haulage route into the port, for at least the foreseeable future, and the traffic conflicts between trucks and turning shopper traffic

**DEVELOPMENT SERVICES REPORTS**

Item 11.1.2 continued

24. The fundamental purpose of the Catalina Central development, common throughout all of the structure plans and now this rezoning, is to primarily cater for large single category stores, and not food retail. The Amendment limits retail to a neighbourhood centre with a maximum of 5,000m<sup>2</sup> nett lettable area plus no more than 200m<sup>2</sup> floor space each for shops and for offices. This is not to be a major shopping centre and office development. Whilst the submission raises very valid points about traffic management and potential for conflicts with heavy vehicles, the proponents have prepared a traffic management study and have consulted with Main Roads WA, the responsible authority. It is recommended that the submission be noted.
25. Late submission 35 is from Main Roads WA that notes Chester Pass Road is a strategic freight route and future development on adjacent land must take this into consideration. MRWA will not approve any additional access from Chester Pass Road into this development other than the existing access. Development is to reflect this and provide for all traffic movements internally or from side roads.
26. The Catalina Central Structure Plan shows additional access points onto Chester Pass Road, and a service road at the northern end of the overall site. MRWA has previously commented on the Catalina Central Structure Plan and accepted the access points as shown. There is conflicting advice from MRWA on access to the site.
27. The arrangements for access are not part of this Amendment, but are shown in Council's Planning Policy for the Catalina Central Structure Plan. The issue of access must be resolved with MRWA to clarify the Planning Policy provisions. It is recommended that the submission be noted, and the issue of traffic management in the Planning Policy for the Catalina Central Structure Plan be resolved.
28. The amending documents provide for restrictions to floor area for "shop" and "office" in terms that would make Council's decisions open to appeal. As one of the basic principles of the Catalina Central Structure Plan has been that "shop" and "office" have a limited floor area, the Amendment should be modified so that there is no discretion to approve a larger area for these uses. This will also be consistent with the Commercial Strategy Review; it will not affect the expansion of Farm Fresh as a neighbourhood centre. It is recommended that the provisions for proposed clause 5.22 be modified in the 3<sup>rd</sup> bullet point by deleting the words "*Without the special approval of Council,*".
29. The amending documents propose the statement of the objectives of the Mixed Business zone be:

*"To provide for retail and commercial businesses which require large areas such as bulky goods and category/theme based retail outlets as well as complementary business services;*

**DEVELOPMENT SERVICES REPORTS**

Item 11.1.2 continued

*To ensure that development within this zone is robust, enabling future re-use, creates an attractive façade to the street for the visual amenity of surrounding areas.”*

30. City Staff having considered the objectives for the zone in the context of the new Town Planning Scheme No. 1 and the recommended modifications in paragraph 20, recommend that the zone objectives be amended:

*“To provide for a wide range of light and service industry, wholesale sales, showrooms, trade and professional services which, by reason of their scale, character, operational, or land requirements are not generally appropriate in or cannot conveniently or economically be accommodated in either the central area, local shopping, or industrial zones.*

*Residential uses may be permitted where they are compatible with adjoining land uses and where land use conflicts will not arise.*

*Development within this zone is robust, enabling future re-use and to create an attractive façade to the street for the visual amenity of surrounding areas.”*

31. Council’s resolution on 23<sup>rd</sup> January 2001 to initiate the Amendment was subject to: *“the Amendment proceed to advertising on the understanding that the retail modelling will be completed and the extent of the zoning required can be confirmed by Council’s consultant”*.
32. An Economic Impact Assessment (EIA) was received from the proponent and referred to the City’s consultant who has now commented as follows:

*“The EIA prepared by Tim Auret (the proponents’ consultant) examines a highly specific development scenario consisting of a proposed Hardware/Home Building Centre of 4,000m<sup>2</sup> and a Homewares/Furniture store of 2,500m<sup>2</sup>. It is important to note that the EIA only assesses the possible impact on other retail centres of these particular uses, and does not assess any other kind of development which might be established in a Mixed Business Zone.*

*The EIA presents a finely grained retail model which:*

- *describes the small area units used to distinguish household distribution and growth for the City;*
- *distinguishes 10 different categories of retail floorspace for the City of Albany;*
- *identifies the spatial distribution of those 10 categories of retail floorspace throughout the City;*
- *is used to model each of those categories separately, reproducing the results of modelling Retail Category 8 (Hardware, homeware and furnishings); and*
- *assesses the impact of the Category 8 development at Catalina Central on other centres.*



**DEVELOPMENT SERVICES REPORTS**

Item 11.1.2 continued

*As with the modelling undertaken for the expansion of the Farmfresh supermarket, I do not necessarily agree with all of the characteristics of the model used by Tim Auret, but believe that the analysis is soundly based and the datasets employed are impressively detailed.*

*It is interesting to note that the modelling assumes that the existing Harvey Norman store in Lockyer Avenue will continue as a similar use by the current or different retailer. If this assumption proves not to be the case, and the floorspace converts to selling goods in another retail category then the impact of the Catalina Category 8 development may prove to be less than that modelled.*

*As could be expected, given the inherent assumptions the EIA modelling (and Retail and Commercial Strategy 2000), the Category 8 (Hardware, Homeware and Furnishing) development at Catalina has no impact on centres that contain no floorspace in this retail category.*

*With the exception of the Bunnings/Hammer Centre, the proposed Category 8 development at Catalina is modelled to have a negative impact in 2001 of generally less than 5%, which, because of growth in trade potential, are predicted to experience positive growth in turnover by 2006.*

*The modelled negative impact of the Catalina proposal of 20.9% in 2001 and 16.4% in 2006 for the Bunnings/Hammer Centre would normally be cause for some considerable concern. Impacts of this order would normally be considered as unacceptably high and possibly leading to significant decline in the level of service available to the community. However, given the rather specialised retailing of Category 8 (Hardware, Homeware and Furnishing) operators and the often stand-alone nature of such outlets, I accept the arguments put forward by Auret that significant competition of this order is within the bounds of competitive practice by major retail chains.*

*Even if Bunnings or Hammer were to cease trading as a result of competition from the Catalina development, it is difficult to see how the community would be significantly disadvantaged, as an existing specialist retailer would merely be supplanted by a new retailer in a similar location. The argument that purely commercial competition should not be a concern of planning, as put by Taylor Burrell in point 5 of their letter of 2 May 2001, I believe is valid in this instance.”*

33. Having regard for the submissions and the advice from the City’s consultant on the EIA, it is considered that Council may recommend that the Minister for Planning and Infrastructure grant final approval to Amendment No. 220 subject to the modifications recommended in this report and the Schedule of Submissions. The modifications are summarised in the attachment to this report.

**DEVELOPMENT SERVICES REPORTS**

Item 11.1.2 continued

RECOMMENDATION

THAT:

- i) in accordance with Section 7 of the *Town Planning & Development Act 1928*, Council resolve to recommend that final approval be granted to Amendment No. 220 to Town Planning Scheme No. 3 subject to modifications as recommended in the attachment;
- ii) a copy of each Submission, this report (including the attachment), and the Schedule of Submissions be forwarded to the Western Australian Planning Commission; and
- iii) the Schedule of Submissions be received, the comments on individual submissions be tabled and the recommendations contained therein be either Noted, Upheld or Dismissed as detailed.

*Voting Requirement Simple Majority*

**MOVED COUNCILLOR WILSON  
SECONDED COUNCILLOR BOJCUN**

**THAT:**

- i) in accordance with Section 7 of the *Town Planning & Development Act 1928*, Council resolve to recommend that final approval be granted to Amendment No. 220 to Town Planning Scheme No. 3 subject to modifications as recommended in the attachment;**
- ii) a copy of each Submission, this report (including the attachment), and the Schedule of Submissions be forwarded to the Western Australian Planning Commission; and**
- iii) the Schedule of Submissions be received, the comments on individual submissions be tabled and the recommendations contained therein be either Noted, Upheld or Dismissed as detailed.**

**MOTION CARRIED 13-2**

**DEVELOPMENT SERVICES REPORTS**

**ATTACHMENT TO REPORT ITEM 11.1.2**

**CITY OF ALBANY  
TOWN PLANNING SCHEME NO. 3  
AMENDMENT NO. 220**

**RECOMMENDED MODIFICATIONS TO THE AMENDMENT**

<b>Item No.</b>	<b>Modification</b>	<b>Reference</b>
1.	Remove Lots 6 and 7 Chester Pass Road from the Amendment, so that the Lots remain in the Light Industry Zone.	Submissions 10, 11, and 24. Report paragraphs 14, 15
2.	Modify the proposed changes to the Zoning Table for the Mixed Business zone so that references to residential uses are consistent with Amendment No. 221, and to provide that “grouped dwellings” and “multiple dwellings” are discretionary uses (“AA”). Modify the zone objectives to allow for these residential uses. Single houses are to be not permitted (“X”).	Submission 28. Report paragraphs 18 – 20.
3.	In proposed clause 5.22 in the 3 <sup>rd</sup> bullet point delete the words “ <i>Without the special approval of Council,</i> ”.	Report paragraph 28.
4.	<p>Modify the objectives of the Mixed Business zone by substituting the following in lieu of the objectives in the Amendment as advertised:</p> <p><i>To provide for a wide range of light and service industry, wholesale sales, showrooms, trade and professional services which, by reason of their scale, character, operational, or land requirements are not generally appropriate in or cannot conveniently or economically be accommodated in either the central area, local shopping, or industrial zones.</i></p> <p><i>Residential uses may be permitted where they are compatible with adjoining land uses and where land use conflicts will not arise.</i></p> <p><i>Development within this zone is robust, enabling future re-use and to create an attractive façade to the street for the visual amenity of surrounding areas.</i></p> <p>(The second objective will be consistent with the recommended modification in paragraph 2 above.)</p>	Report paragraphs 29, 30.

**DEVELOPMENT SERVICES REPORTS**

**Town Planning & Development Act 1928**

**City of Albany**

**Town Planning Scheme No. 3**

**Amendment No. 220**

**Schedule of Submissions**

<b>Submission No.</b>	<b>Ratepayer/Resident or Agency</b>	<b>Submission</b>	<b>Comment</b>	<b>Local Government's Recommendation</b>
1.	Alinta Gas	No conditions, as no gas infrastructure in the area.	Noted.	The submission be noted.
2.	Janet Way Hassell Highway, Upper Kalgan.	Joint owner of a business at Farm Fresh. Proposal has potential to increase business.	Noted.	The submission be noted.
3.	R & J Hordyk PO Box 1087 Albany	No difficulty with the Amendment.	Noted.	The submission be noted.
4.	G Cowcher Lot 17 Mercer Road Albany	Excellent development, the city is too congested, agree with plans for future residential development.	Noted.	The submission be noted.
5.	Roy Hitchings 45 Bayonet Head Road Albany	Fully approve of development, units followed by private hospital and nursing home close to shopping centre would be ideal as is an aged person.	Noted.	The submission be noted.
6.	Brian Carter RMB 8571 Albany	Totally support this long-needed development, comments from the hinterland are very positive.	Noted.	The submission be noted.
7.	RW & PY Smith RMB 9053A Albany	Fully support the proposal, find parking in the city is near impossible on busy shopping days.	Noted.	The submission be noted.
8.	EE Sharp 346 Frenchman's Bay Road, Albany	Full support. City should expand northwards and this is an ideal opportunity to consolidate expansion in this direction	Noted.	The submission be noted.

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**DEVELOPMENT SERVICES REPORTS**

<b>Submission No.</b>	<b>Ratepayer/Resident or Agency</b>	<b>Submission</b>	<b>Comment</b>	<b>Local Government's Recommendation</b>
9.	MH Sharp 346 Frenchman's Bay Road, Albany	Full support. City needs to spread as the centre of a large region, the proposal will add vitality to the outer areas of the city.	Noted.	The submission be noted.
10. and 11.	FJ Bantock 196 Chester Pass Road Albany  and  H Strapps 200 Chester Pass Road Albany	Occupiers of the land for 12 and 30 years respectively. Oppose the Amendment in every way. The City has previously stated that Lots 6 and 7 Chester Pass Road will remain residential and light industrial, and owners would be able to sell or lease for these uses. The house on Lot 7 has been upgraded and modern sheds built. Due to age (89 years) owner of Lot 7 cannot relocate and re-establish. Both owners ask to be left alone and for Amendment 220 not to apply. Did not receive written notice of the Amendment and only became aware by accident on 3 April.	The Catalina Central Structure Plan provides the basis for co-ordinated development of the land fronting Chester Pass Road, including Lots 6 and 7. Without this overall co-ordination future development of the land could have separate accesses onto Chester Pass Road in a similar way to existing development along this road. The Amendment is to provide TPS development controls. The proposed Mixed Business zone need not necessarily apply now to all of the land in the area of the Catalina Central Structure Plan that has been adopted by the Council as a Planning Policy. The Planning Policy applies to the area, not to any particular zone. Having regard for the grounds of the Submissions, the Amendment may be modified to remove Lots 6 and 7 from the new zone. This will not change the Catalina Central Structure Plan Planning Policy. Future development is to comply with the Planning Policy, and be subject to rezoning to Mixed Business.	The Submission be upheld, and Lots 6 and 7 Chester Pass Road be removed from the Amendment.
12.	D Noakes 16 Bavin Street Denmark	Albany needs to move to the future; a complete shopping experience at Catalina Central will be to the benefit of Albany and surrounding districts.	Noted.	The submission be noted.

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<b>Submission No.</b>	<b>Ratepayer/Resident or Agency</b>	<b>Submission</b>	<b>Comment</b>	<b>Local Government's Recommendation</b>
13.	M Hoare 3 Finlay Street Albany	Support proposal for a new centre away from the CBD where parking is filled and business people have a poor attitude to customer service. Competition is good for consumers, and choice is needed if the town is to grow.	Noted.	The submission be noted.
14.	KR Smith Albany Combined Tyre Service 146 Chester Pass Road Albany	Support the proposal. All new businesses in the area will benefit established businesses, and help ease congestion in the city centre.	Noted.	The submission be noted.
15.	D Walker PO Box 1265 Albany	Excellent, great idea, long overdue.	Noted.	The submission be noted.
16.	K & P McLeod Loc 1398 Wallcliffe Road Margaret River	Support on basis of development concept; creative stability; enhancement of community values, identity, security, balance, harmony. The focus on people ensures smooth and positive establishment of identity rather than fragmenting community values.	Noted.	The submission be noted.
17.	G & R Valcan	Like the idea. Should probably consider a cinema.	Noted.	The submission be noted.
18.	I Jelleff	Listen to the people <ul style="list-style-type: none"> <li>• Don't cram everything into the city centre</li> <li>• Keep Albany Highway open and clear</li> <li>• Further development should be on northern side</li> </ul> Keep all further industrial, commercial, and residential developments 1 km back from waterfront areas	Noted.	The submission be noted.

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<b>Submission No.</b>	<b>Ratepayer/Resident or Agency</b>	<b>Submission</b>	<b>Comment</b>	<b>Local Government's Recommendation</b>
19.	M King Great Southern Insurance 291 York Street Albany	Great to see greater business opportunities for the city. Hope it gets passed.	Noted.	The submission be noted.
20.	R Lovis Albany Combined Tyre Service 146 Chester Pass Road Albany	Have a business in close proximity. View the proposal as very positive for businesses in the vicinity.	Noted.	The submission be noted.
21.	S Burgess 160 Chester Pass Road Albany	Manager of Farm Fresh Pharmacy. Strong support to the rezoning that will offer increased job opportunities and development opportunities. Highway access and parking issues will be addressed by approving the rezoning.	Noted.	The submission be noted.
22.	Metroof 179 Chester pass Road Albany	Amendment is a very positive step towards obvious and necessary growth in the city. The location is suited to servicing the outlying region and will hopefully help to bring services such as sewerage to the area.	Noted.	The submission be noted.
23.	C Griffiths Water Corporation PO Box 915 Albany	No objection. Water and sewerage services will need planning and upgrades.	Noted. The provision of water and sewerage services will be conditions of any development approval (including subdivision).	The submission be noted.
24.	FJ Bantock 196 Chester Pass Road Albany  and  H Strapps 200 Chester Pass Road Albany	Submit a copy of a letter dated 7 September 1999 from the City confirming the zoning of Lot 7 Chester Pass Road as Light Industry with existing (non-conforming) residential use.  Maintain earlier submissions (Numbers 10 and 11) and right to remain without rezoning.	See Submissions 10 and 11.	See Submissions 10 and 11.

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Submission No.	Ratepayer/Resident or Agency	Submission	Comment	Local Government's Recommendation
25.	Manager Wastewater Management Health Department of WA	No objection subject to all developments being connected to reticulated sewerage and water supply.	Noted. The provision of water and sewerage services will be conditions of any development approval.	The submission be noted.
26.	A Harris Lot 61 Southern Estuary Road Herron	Proprietor of pharmacy on-site. Relocated from main street, and trade has doubled in a short time. No doubt that if the Amendment were approved trade would dramatically increase through further development of the site. Prepared to invest substantial further capital to expand.	Noted.	The submission be noted.
27.	Albany Waterways Management Authority. Water and Rivers Commission.	<p>a. Previously provided detailed comments on the draft Catalina Local Structure Plan by letter dated 28 September 1999. Those comments are still considered applicable.</p> <p>b. The rezoning constitutes a major development. Stormwater drainage will significantly increase and concentrate drainage run-off in the Catalina catchment area. Planning measures are required to ensure stormwater problems are not transferred off-site without appropriate measures in place. On-site management is recommended due to the potential to export nutrients and sediments into the catchment. Recommend a <i>Stormwater Management Plan</i> be required prior to subdivision to the satisfaction of the WAPC. The Plan is to be consistent with the principles of the Water &amp; Rivers Commission <i>Water Sensitive Urban Design Manual</i>.</p>	<p>a. Noted. The previous comments will be taken into consideration as conditions of any development approval.</p> <p>b. The management of stormwater drainage is to be addressed at the development stage. A <i>Stormwater Management Plan</i> may be required prior to development (including subdivision) to the satisfaction of the Council that has responsibility for local drainage.</p>	<p>a. The submission be noted, and the previous comments taken into account at the development application stage.</p> <p>b. A <i>Stormwater Management Plan</i> be required prior to development (including subdivision) to the satisfaction of the Council.</p>



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<b>Submission No.</b>	<b>Ratepayer/Resident or Agency</b>	<b>Submission</b>	<b>Comment</b>	<b>Local Government's Recommendation</b>
28.	Taylor Burrell Planning Consultant on behalf of the owner.	Support the Amendment and request modification to allow residential uses within the Mixed Business zone. Refers to Mixed Business and similar zones in other local government Schemes that provide for residential development other than a single house. Also a residential component is proposed in the Catalina Central Structure Plan, and should therefore be carried through into the Amendment. Notes that residential development would be subject to precinct plans and design guidelines.	The Mixed Business zone is being introduced for Catalina Central but will apply to other sites in the city in the new Town Planning Scheme. Residential development was excluded because of potential for land use conflicts in other locations. However, there are means to control any conflicts in the precinct plan process. Another consideration is that the WAPC has now granted consent to advertise Amendment No. 221 that is to change the provisions in TPS 3 relating to residential development. The definitions for residential uses are to be made consistent with the Residential Planning Codes, and should be the basis of any variation in this Amendment.	The Amendment be modified to the effect that “grouped dwellings” and “multiple dwellings” are discretionary uses in the zone. Single houses not to be permitted (“X”). The Objectives for the zone be expanded to provide that residential development may be permitted where the Council is satisfied that there will not be land use conflicts.

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Submission No.	Ratepayer/Resident or Agency	Submission	Comment	Local Government's Recommendation
29.	GP Wright & CM Waugh PO Box 1736 Albany Owners of Lot 38 Catalina Road.	Concerned with lack of detail so as to assess possible impacts on neighbouring properties. No reasonable or justifiable grounds to object to the <b>rezoning</b> . However, concerned with issues resulting from current difficulties with the established business. Issues to be resolved before they become a problem include: <ul style="list-style-type: none"> <li>• traffic management onto Catalina Road without impeding use by others not necessarily accessing the Farm Fresh site.</li> <li>• outside lighting to be contained on-site.</li> <li>• screening or vegetated buffer to protect the amenity of adjoining properties.</li> <li>• limits to curb disruption from activities outside normal trading hours.</li> <li>• not permit on-site incineration of paper and cardboard packaging.</li> <li>• refrigeration and cooling fans not to cause nuisance for neighbours, the existing problem must be addressed immediately.</li> <li>• litter to be contained on-site and not blown onto other properties.</li> </ul>	The Submission acknowledges that the concerns raised relate to development of the site, and not to this Amendment. A copy of the Submission has been referred to the Environmental Health and Building Departments of the City for appropriate action.	The submission be noted. The issues raised relating to development be specifically addressed in Conditions of any planning consent.
30.	A & M Pierce Lot 30 Catalina Road Albany Owners of Lot 30 Catalina Road.	As for Submission 29	As for Submission 29	As for Submission 29

**DEVELOPMENT SERVICES REPORTS**

Submission No.	Ratepayer/Resident or Agency	Submission	Comment	Local Government's Recommendation
31.	ID & WG Steinart Lot 32 Catalina Road Albany Owners of Lot 32 Catalina Road.	As for Submission 29	As for Submission 29	As for Submission 29
32.	D Dufty  Owner of Orana local shopping centre site that is to be sold in next few weeks.	<p>Object on the grounds that:</p> <ul style="list-style-type: none"> <li>• land is surrounded by and is part of an industrial area.</li> <li>• special status was given for Farm Fresh in contravention of the commercial strategy.</li> <li>• application to zone the site to “Commercial” was refused, yet commercial expansion is now proposed because the Commercial Strategy doesn’t restrict showrooms or warehouses.</li> <li>• rezoning will destroy the reasoning behind the Commercial Strategy review.</li> <li>• Chester Pass Road will remain a heavy haulage route and there will be conflict between heavy vehicles and shopper traffic.</li> <li>• Main Roads may have to provide a truck by-pass at considerable additional cost to producers to relieve traffic problems on Chester Pass Road.</li> <li>• rezoning will destroy any prospect of the Walmsley centre and make development at Orana unviable.</li> </ul>	<p>The Submission argues that the Farm Fresh development has occurred incrementally, and the proposal is for a major shopping and office development that will have far reaching impacts on the commercial structure of the city.</p> <p>The Commercial Strategy Review addresses (in part) the changes to retail development and the single category large retail outlets that have emerged elsewhere. The fundamental purpose of the Catalina Central development that has been common throughout all of the structure plans and now this rezoning, is to primarily cater for large single category stores, and not food retail.</p> <p>The Amendment limits retail to a neighbourhood centre with a maximum of 5,000 m<sup>2</sup> nett lettable area, plus no more than 200 m<sup>2</sup> floor space each for shops and for offices. This is not to be a major shopping centre and office development.</p> <p>The Submission raises very valid points about traffic management and potential for conflicts with heavy vehicles. Main Roads WA is the responsible authority and has been consulted throughout.</p>	The submission be noted.

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<b>Submission No.</b>	<b>Ratepayer/Resident or Agency</b>	<b>Submission</b>	<b>Comment</b>	<b>Local Government's Recommendation</b>
32 continued		<ul style="list-style-type: none"> <li>shopping precinct will not have any adjoining residential area for the foreseeable future.</li> <li>not sound planning to develop a major shopping and office complex with a retirement village and private hospital separated from the suburban growth front.</li> <li>proposal is out of place.</li> <li>land should remain industrial and the port access maintained free of major traffic conflicts.</li> </ul>	The Catalina Central Structure Plan provides the basis for co-ordinated development of the land fronting Chester Pass Road. Without this overall co-ordination, future development of the land could have separate accesses onto Chester Pass Road in a similar way to existing development along this road. This Amendment is to provide the TPS development controls to achieve development co-ordination.	
33. LATE	J Terry Nanarup Road Nanarup	Support the retirement village. It is an essential service for the ageing population of Albany. Situated in a quieter area close to all facilities.	Noted.	The submission be noted.
34. LATE	R Halsall PO Box 1403 Albany	Support the application. Good location and would cater for elderly people who are frequent shoppers at Farm Fresh	Noted.	The submission be noted.
35. LATE	Main Roads WA	<ul style="list-style-type: none"> <li>Chester Pass Road is a strategic freight route. Future development on adjacent land must take this into consideration.</li> <li>MRWA will not approve any additional access from Chester Pass Road into this development other than the existing access. Development is to reflect this and provide for all traffic movements internally or from side roads.</li> </ul>	The Catalina Central Structure Plan shows additional access points onto Chester Pass Road, and a service road at the northern end of the overall site. MRWA has previously commented on the Catalina Central Structure Plan and accepted the access points as shown. The arrangements for access are not part of this Amendment, but are shown in the Planning Policy for the Catalina Central Structure Plan. The issue of access is therefore to be resolved with MRWA to clarify the Planning Policy provisions	The submission be noted. The City is to have the issue of traffic management resolved in the Catalina Central Structure Plan Planning Policy.
36. LATE	Department of Minerals and Energy.	No objections or comments.	Noted.	The submission be noted.

**DEVELOPMENT SERVICES REPORTS**

**11.2 INSPECTION SERVICES**

Nil.

**11.3 DEVELOPMENT POLICY**

Nil.

# **Corporate & Community Services**

## **REPORTS**

## - R E P O R T S -

### 12.1 FINANCE

#### 12.1.1 List of Accounts for Payment – City of Albany

<b>File/Ward</b>	:	FIN022 (All Wards)
<b>Proposal/Issue</b>	:	N/A
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Manager of Finance (S Goodman)
<b>Disclosure of Interest</b>	:	Nil.
<b>Previous Reference</b>	:	N/A
<b>Summary Recommendation</b>	:	Approve accounts for payment
<b>Locality Plan</b>	:	N/A

#### COMMENT/DISCUSSION

1. The list of accounts for payment for the City of Albany is included in the Councillor Report/Information Bulletin and contains the following:-

Municipal Fund Vouchers			
Cheques 14023-14118	totalling		96,639.75
EFT EF6081-EF6401	totalling		2,274,654.43
Payroll	totalling		570,292.08
<b>Total Municipal Fund</b>			<b><u>2,941,586.26</u></b>
Trust Fund Vouchers 111-125	totalling		3,513.00
<b>Total Trust Fund</b>			<b><u>3,513.00</u></b>
<b>TOTAL</b>			<b><u>2,945,099.26</u></b>

#### RECOMMENDATION

THAT, the following City of Albany accounts be passed for payment: -

Municipal Fund	totalling		\$2,941,586.26
Trust Fund	totalling		\$ 3,513.00
Total			<u>\$2,945,099.26</u>

*Voting Requirement Simple Majority*

**MOVED COUNCILLOR WALKER  
 SECONDED COUNCILLOR WILLIAMS**

**THAT, the following City of Albany accounts be passed for payment: -**

<b>Municipal Fund</b>	<b>totalling</b>		<b>\$2,941,586.26</b>
<b>Trust Fund</b>	<b>totalling</b>		<b>\$ <u>3,513.00</u></b>
<b>Total</b>			<b><u>\$2,945,099.26</u></b>

**MOTION CARRIED 15-0**

## 12.2 ADMINISTRATION

### 12.2.1 Review of Code of Conduct for Elected Members and Staff

<b>File/Ward</b>	:	MAN081 (All Wards)
<b>Proposal/Issue</b>	:	Review of current Code of Conduct
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Senior Administration Officer (S Pepper)
<b>Disclosure of Interest</b>	:	Nil
<b>Previous Reference</b>	:	OCM 08.07.98 Item 13.2.4 OCM 04.08.99 Item 13.2.1 OCM 29.02.00 Item 13.2.2
<b>Summary Recommendation</b>	:	Adopt Code of Conduct for Elected Members and Staff
<b>Locality Plan</b>	:	N/A

### BACKGROUND

1. The City of Albany adopted a Code of Conduct based on the Western Australian Municipal Authority's draft document (August 1999), and amended it to comply with changes to Local Government (Administration) Regulations relating to token gifts and disclosures of interest (February 2000).

### STATUTORY REQUIREMENTS

2. Section 5.103 of the Local Government Act requires every Local Authority to prepare or adopt a code of conduct, which is to be observed by elected members, committee members and staff. Local Authorities are required to review their Codes of Conduct within twelve months after each ordinary elections day, and make such changes as they consider appropriate.

### POLICY IMPLICATIONS

3. There are no policies relating to this item.

### FINANCIAL IMPLICATIONS

4. There are no financial implications relating to this item.



Item 12.2.1 continued.

**STRATEGIC IMPLICATIONS**

- 5. Council’s Albany 2020 Strategic Plan has as one of its objectives, the expectation to comply with the statutory requirements of the organisation.

**COMMENT/DISCUSSION**

- 6. Council’s Code of Conduct has been in operation since February 2000, and has proved to be a valuable management tool. The Executive Management Team has reviewed the document and believe it provides sufficient guidance to its users to not warrant further amendment.

**RECOMMENDATION**

THAT Council, in accordance with section 5.103 of the Local Government Act, agree to adopt the reviewed Code of Conduct for Elected Members and Staff.

*Voting Requirement Simple Majority*

.....

**AMENDED RECOMMENDATION**

THAT Council in accordance with Section 5.103 of the Local Government Act agree to adopt the Code of Conduct for elected members and staff subject to the following change;

- 3.6 Corporate Obligations
  - a) Standard of Dress  
Staff are expected to comply with neat and responsible dress standards at all times. Management reserves the right to raise the issue of dress with individual staff.
  - b) Communication and Public Relations
    - i) All aspects of communication by staff (including verbal, written or personal), involving the City’s activities should reflect the status and objectives of the City. Communications should be accurate, polite and professional.

**CORPORATE & COMMUNITY SERVICES REPORTS**

Item 12.2.1 continued.

- ii) As a representative of the community, members need to be not only responsive to community views, but to adequately communicate the attitudes and decisions of the Council. In doing so, members should acknowledge that:
- as a member of the Council there is respect for the decision making processes of the Council which are based on a decision of the majority of the Council;
  - information of a confidential nature ought not be communicated until it is no longer treated as confidential;
  - information relating to decisions of the Council on approvals, permits and so on ought only be communicated in an official capacity by a designated officer of the Council;
  - information concerning adopted policies, procedures and decisions of the Council is conveyed accurately;
  - when Speaking at public forums or to the media, Councillors should ensure that all statements are qualified with the words “this is my personal opinion on the matter and not necessarily the view of the City of Albany”

Proposed changes to the Code of Conduct are underlined.

*Voting Requirement Simple Majority*

.....

ORDINARY COUNCIL MEETING MINUTES – 26/06/01  
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**CORPORATE & COMMUNITY SERVICES REPORTS**

Item 12.2.1 continued.

The Chief Executive Officer requested that this item be withdrawn from the agenda pending further investigation.

**MOVED COUNCILLOR CECIL  
SECONDED COUNCILLOR EMERY**

**RECOMMENDATION**

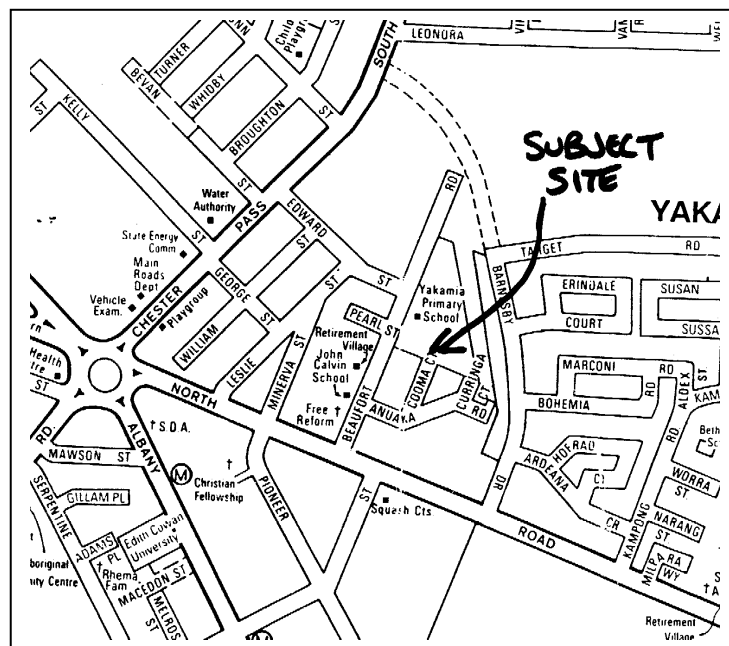
**THAT this item be withdrawn from the agenda pending further investigation.**

**MOTION CARRIED 15-0**

ORDINARY COUNCIL MEETING MINUTES – 26/06/01  
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 CORPORATE & COMMUNITY SERVICES REPORTS

**12.2.2 Pedestrian Access Way Closure - off Cooma Court, Yakamia**

- File/Ward** : A102947 (Yakamia Ward).
- Proposal/Issue** : To close a Pedestrian Accessway off Cooma Court, Yakamia.
- Subject Land/Locality** : Pedestrian Accessway - off Cooma Court, Yakamia.
- Proponent** : K Organ
- Owners** : Crown Land - Dedicated as a Pedestrian Accessway
- Reporting Officer(s)** : Planning Consultant (D Gray)
- Disclosure of Interest** : Nil.
- Previous Reference** : OCM 03/04/01 Item 12.2.2  
 OCM 23/01/01 Item 11.1.3
- Summary Recommendation** : Recommend the Pedestrian Accessway be closed to public access, and retained as public land for access to a water main.
- Locality Plan** :



Item 12.2.2 continued

### **BACKGROUND**

1. At the Ordinary Meeting on 3<sup>rd</sup> April 2001, Council considered the proposed closure of a Pedestrian Accessway (PAW) off Cooma Court, Yakamia and resolved:

*“THAT this item lay on the table for sufficient time to allow staff to explore the legal and practical implications of closing the Pedestrian Access Way, dedicating the land as a public utility reserve and leasing, at a peppercorn rental, the Public Utility Reserve to adjoining landowners.”*

2. The subject PAW is between Cooma Court and Reserve 31858 that is the site of the Yakamia Primary School.
3. Advice on the closure has been received from DOLA and comments on the proposed vesting and lease have been received from the Water Corporation and the Western Australian Planning Commission.

### **STATUTORY REQUIREMENTS**

4. Section 58 of the Land Administration Act 1997 provides for the “closure of streets”. Regulation 9 of the Land Administration Regulations 1998 sets out the requirements for a local government when requesting the Minister for Lands to close a street. A PAW is to be closed under these same provisions.

### **POLICY IMPLICATIONS**

5. There are no policy implications relating to this item.

### **FINANCIAL IMPLICATIONS**

6. There are no apparent financial implications directly relating to this item, but parking provided for the school may require a financial commitment by Council.

### **STRATEGIC IMPLICATIONS**

7. There are no strategic implications relating to this item.

Item 12.2.2 continued.

**COMMENT/DISCUSSION**

8. In accordance with Council's decision on 3<sup>rd</sup> April 2001, DOLA was contacted and has advised that it will not object to the proposal subject to agreement from the Water Corporation, other service providers, and the Ministry for Planning. If power to lease is required, the purpose of the reserve will have to be compatible with the intended lease purpose. DOLA has asked for confirmation that the City of Albany (or Water Corporation) will accept a Management Order with power to lease for 21 years.
9. The Water Corporation does not object to closure on the condition that a Management Order is granted (with power to lease) to the Corporation. The author of the Water Corporation letter has confirmed to the reporting officer that there is no objection to the Management Order issuing to the City, subject to the Corporation having access to the water main.
10. The Western Australian Planning Commission has advised that it has no objection to the PAW being re-vested as a way of closure.
11. When the proposed closure of the PAW was advertised objections were received on the grounds that Cooma Court is used for parking to drop-off and pick-up primary school students.
12. Parking in nearby residential streets is not a good solution to providing parking for a primary school. It is not equitable that school parking should inconvenience residents in Cooma Court, which would otherwise be a quiet residential cul-de-sac. The street was neither designed nor constructed to perform this function.
13. Parking for the school should be addressed at a strategic level, and the ad-hoc use of residential streets, as in this case, should not continue where the residents suffer nuisance or inconvenience.
14. The reason for providing the PAW when the area was first developed has been lost in the passage of time. However, it is probable that the intent was to facilitate pedestrian movement by residents through the area, in this case with particular emphasis on primary school age children from the immediate area. At that time the percentage of children driven to and from school would no doubt have been significantly lower than today.
15. It is recommended that Council request the Minister for Lands to close the PAW to public access, and that Council accept a Management Order for the purpose of Public Utilities, with power to lease the Reserve at a peppercorn rental, to adjoining landowners. The purposes of the Reserve are to include protection of the existing water main.

Item 12.2.2 continued

RECOMMENDATION

THAT:

- i) Council recommend to the Minister for Lands that the Pedestrian Access Way off Cooma Court, Yakamia, be closed as an access way in accordance with the Land Administration Act 1997 and dedicated as a Reserve for Public Utilities, with purposes which protect an existing Water Corporation water main and provide for lease to the adjoining landowners;
- ii) Council accept a Management Order (with power to lease) for the Reserve, for lease at a peppercorn rental, to adjoining landowners;
- iii) the requirements and the options for parking for the Yakamia Primary School and other schools in Albany be investigated through the Great Southern Roadwise Co-ordinating Committee; and
- iv) all of the persons who made a submission during the advertising of the proposed closure of the PAW be advised of Council's decision.

*Voting Requirement Simple Majority*

**MOVED COUNCILLOR EVANS  
SECONDED COUNCILLOR WELLINGTON**

**THAT:**

- i) Council recommend to the Minister for Lands that the Pedestrian Access Way off Cooma Court, Yakamia, be closed as an access way in accordance with the Land Administration Act 1997 and dedicated as a Reserve for Public Utilities, with purposes which protect an existing Water Corporation water main and provide for lease to the adjoining landowners;**
- ii) Council accept a Management Order (with power to lease) for the Reserve, for lease at a peppercorn rental, to adjoining landowners;**
- iii) the requirements and the options for parking for the Yakamia Primary School and other schools in Albany be investigated through the Great Southern Roadwise Co-ordinating Committee; and**
- iv) all of the persons who made a submission during the advertising of the proposed closure of the PAW be advised of Council's decision.**

**MOTION CARRIED 15-0**

ORDINARY COUNCIL MEETING MINUTES – 26/06/01  
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CORPORATE & COMMUNITY SERVICES REPORTS

**Craig Pursey**

---

**From:** Ian\_Allison@dola.wa.gov.au  
**Sent:** Monday, 23 April 2001 8:41 AM  
**To:** craigp@albany.wa.gov.au  
**Subject:** Re: PAW off Cooma Court, Yakamia. City of Albany.



Cooma Crt.doc

David Gray

Concerning the closure, please advise whether the full extent is to be closed, ie. from Cooma Court to Reserve 35088.

Please also confirm that the City of Albany (or Water Corporation) will accept a Management Order with power to lease for 21 years, and provide copies of all the clearances received from the service authorities.

Please note that no objections would be raised to the proposal by DOLA, provided that Water Corporation and the other service authorities and the Ministry for Planning agree to the action. Please note that if power to lease the site is required, the purpose of the reserve will have to be compatible with the intended lease purpose.

SOUTH EAST REGION  
LAND ADMINISTRATION SERVICES BRANCH  
DOLA

April 23, 2001



ORDINARY COUNCIL MEETING MINUTES – 26/06/01  
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WESTERN AUSTRALIAN  
PLANNING COMMISSION

Your Ref: A102947  
Our Ref: 402/05/21/IPV  
Enquiries: David Reynolds (9841 8122)

16 May 2001

Chief Executive Officer  
City of Albany  
P.O. Box 484  
ALBANY, WA 6331

CITY OF ALBANY RECEIVED		
18 MAY 2001		
FILE A102947	CORRQ No 0107768	OFFICER MDEV
REPLY Y/N	ACKNOW SENT	CNL/BLTN

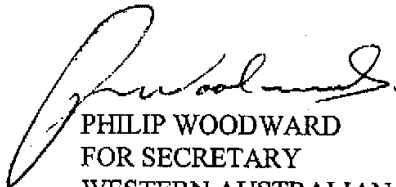
ATTENTION: Craig Pursey

**RE: PROPOSED CLOSURE OF PAW - COOMA COURT, ALBANY**

I refer to your letter of 9 May 2001 regarding the above, and advise that the Commission has no objection to the re-vesting of the reserve as an alternative means of closing the above access way.

If you wish to discuss this advice, please contact David Reynolds on 9841 8122.

Yours faithfully,



PHILIP WOODWARD  
FOR SECRETARY  
WESTERN AUSTRALIAN PLANNING COMMISSION

*Great Southern Regional Office*

Ground Floor, Coach House, Peel's Place, Albany, Western Australia 6330  
Tel: (08) 9841 8122 Fax: (08) 9841 8304 TTY: (08) 9264 7535 Infoline: 1800 626 477  
email: corporate@planning.wa.gov.au Internet: <http://www.planning.wa.gov.au>

ABN 35 482 341 493

ORDINARY COUNCIL MEETING MINUTES – 26/06/01  
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Your Ref; A102947  
Our Ref;  
Enquiries; Ken Pearce  
E-mail; [ken.pearce@watercorporation.com.au](mailto:ken.pearce@watercorporation.com.au)  
Facimilie; 9842 4255  
Telephone; 9842 4233

12 June 2001

MANAGER DEVELOPEMNT  
CITY OF ALBANY  
PO BOX 484  
ALBANY WA 6331

CITY OF ALBANY RECEIVED		
12-Jun-01		
File	Corro. No.	Officer
Received Y / N	Acknow. Sent / /	CNL / BLTN

Great Southern  
Regional Office

63 Serpentine Road,  
Albany 6330  
Western Australia

P.O. Box 915,  
Albany, W.A. 6331

Tel: (08) 9842 4211  
Fax: (08) 9842 4255

Att; Craig Pursey

**RE: PROPOSED CLOSURE OF PAW, COOMA COURT YAKAMIA, ALBANY**

In response to your letter dated the 9 May 2001, the Water Corporation advises council that it does not object to the closure of the portion of PAW that contains the water main, on the condition that a Management Order is granted (with power to lease) to the Corporation.

If you have any further queries please do not hesitate to contact this office.

Yours faithfully

Ken Pearce  
ASSET PLANNER

ORDINARY COUNCIL MEETING MINUTES – 26/06/01  
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 CORPORATE & COMMUNITY SERVICES REPORTS

FACSIMILE MESSAGE		GRAY & LEWIS
TO:	WATER CORPORATION	
ATTENTION:	KEN PEARCE	
FAX NO:	9842 4255	
FROM:	DAVID GRAY	david@graylewis.com.au
DATE:	13 June 2001	
PAGES:	1 (including cover page)	
OUR REF:	100016	
SUBJECT:	CLOSURE OF A PAW OFF COOMA COURT, YAKAMIA	Suite 5, 2 Hardy Street, South Perth WA 6151 Tel: 9474 1722 Fax: 9474 1172 perth@graylewis.com.au  PO Box 5732 Albany WA 6332 Tel: 9841 1235 Fax: 9842 5142 albany@graylewis.com.au  Member of the Australian Association of Planning Consultants Registered Town Planning Consultant

Ken,

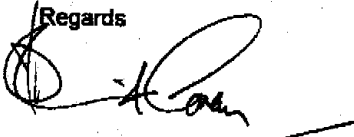
As discussed, I have been asked by the City of Albany to prepare a report to the Council on the proposed closure of the PAW off Cooma Court. There is an existing water main in the PAW and the Water Corporation has previously objected to closure.

As outlined in the City's letter of 9 May 2001, the Council proposes that the PAW be closed to public access, and the land re-vested with power to lease to the adjoining landowners. Your letter of 12 June 2001 addressed to the City of Albany advises that there is no objection to the proposed means of closing the PAW conditional on a Management Order with power to lease being granted to the Water Corporation.

The Council wants to obtain the Management Order, and the purpose of this fax is to confirm our discussion today when you advised that the Water Corporation would not object to the Management Order being granted to the City of Albany subject to the Corporation having access to the water main.

Please contact me if you have any queries.

Regards



DAVID GRAY  
 cc: City of Albany

**12.3 LIBRARY SERVICES**

Nil.

**12.4 DAY CARE CENTRE**

Nil.

**12.5 TOWN HALL**

Nil.

**12.6 ALBANY LEISURE AND AQUATIC CENTRE**

Nil.

# **Works & Services**

## **REPORTS**

**WORKS & SERVICES REPORTS**

**- R E P O R T S -**

**13.1 WASTE MANAGEMENT**

Nil

**WORKS & SERVICES REPORTS**

**13.2 ASSET MANAGEMENT**

**13.2.1 Contract C01033 – Electrical Services Biennial (2001/03)**

<b>File/Ward</b>	:	C01033 (All Wards)
<b>Proposal/Issue</b>	:	Electrical Services by public tender.
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Manager Operations (G Steel)
<b>Disclosure of Interest</b>	:	Nil
<b>Previous Reference</b>	:	Nil
<b>Summary Recommendation</b>	:	That Council accepts the tender from P & W Eloy Electrical Services for Biennial Electrical Services
<b>Locality Plan</b>	:	N/A

**BACKGROUND**

1. Tenders have been called for Electrical services for maintenance, repairs and minor works for facilities within the City of Albany for 2001/03.
2. A total of four specifications were issued, with three tender submissions received by close of tender.

**STATUTORY REQUIREMENTS**

3. The tendering process for Goods & Services must be in accordance with sections 11, 18, and 19 of the Local Government (Functions and General) Regulations 1996 of the Local Government Act 1995.
4. In particular, Regulation 18 outlines a number of requirements relating to the choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council and it may also decline any tender.

**POLICY IMPLICATIONS**

5. There is no policy implication related to this item.

**WORKS & SERVICES REPORTS**

Item 13.2.1 continued.

**FINANCIAL IMPLICATIONS**

6. A breakdown of the three tenders to be considered is as follows:

<b>All classifications of electrical work</b>	<b>Southwest Power Service</b>	<b>Powley Electrical</b>	<b>P &amp; W Eloy Electrical Services</b>
Rate/Hour (\$)	41.80	41.80	30.00
Minimum charge for Minor callout (\$)	27.50	100.00	22.00
After Hours Loading (\$)	62.70 (hr)	55.00 (hr)	49.50 (in total)
Supply materials as required at current Trade List Price	-5%	+25%	-10%
Minimum notice	30 minutes	Any electrical work - 1 week Only urgent work - 2 days	30 minutes

These rates include Goods and Services Tax (GST).

**STRATEGIC IMPLICATIONS**

7. Electrical Services fall under the Albany 2020 Port of Call:

*“The continual development of Council services & facilities to meet the needs of all stakeholders.”*

**COMMENT/DISCUSSION****8. Tender Process**

A request for Tenders was published in the West Australian on 5 May 2001 and the Albany Advertiser on 10 May 2001, with closing date on 23 May 2001.

**9. Tender Evaluation**

It is recommended that Council accept the tender from P & W Eloy Electrical Services. They have carried out this contract in the 1999/2000 and 2000/01 financial years, during which time they have given excellent service. This, coupled with the lowest tendered rates, it is considered that they have the necessary experience, skills and expertise to continue to undertake the Electrical Services works for the City of Albany.



**WORKS & SERVICES REPORTS**

Item 13.2.1 continued.

RECOMMENDATION

THAT Council award Contract C01033 - Electrical Services Biennial (2001/03) to P & W Eloy Electrical Services at the following Schedule of Rates (including GST):

All classifications of electrical work	P & W Eloy Electrical Services
Rate/Hour (\$)	30.00
Minimum charge for Minor callout (\$)	22.00
After Hours Loading (\$)	49.50 (in total)
Supply materials as required at current Trade List Price	-10%
Minimum notice	30 minutes

*Voting Requirement Absolute Majority*

**MOVED COUNCILLOR WILLIAMS  
SECONDED COUNCILLOR BOJCUN**

**THAT Council award Contract C01033 - Electrical Services Biennial (2001/03) to P & W Eloy Electrical Services at the following Schedule of Rates (including GST):**

<b>All classifications of electrical work</b>	<b>P &amp; W Eloy Electrical Services</b>
<b>Rate/Hour (\$)</b>	<b>30.00</b>
<b>Minimum charge for Minor callout (\$)</b>	<b>22.00</b>
<b>After Hours Loading (\$)</b>	<b>49.50 (in total)</b>
<b>Supply materials as required at current Trade List Price</b>	<b>-10%</b>
<b>Minimum notice</b>	<b>30 minutes</b>

**MOTION CARRIED 15-0  
ABSOLUTE MAJORITY**

**WORKS & SERVICES REPORTS**

**13.2.2 Contract C01034 – Plumbing Services Biennial (2001/03)**

<b>File/Ward</b>	:	C01034 (All Wards)
<b>Proposal/Issue</b>	:	Plumbing Services by public tender.
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Manager Operations (G Steel)
<b>Disclosure of Interest</b>	:	Nil
<b>Previous Reference</b>	:	Nil
<b>Summary Recommendation:</b>		That Council accepts the tender from M J Conway Plumbing for Biennial Plumbing Services
<b>Locality Plan</b>	:	N/A

**BACKGROUND**

1. Tenders have been called for Plumbing Services for maintenance, repairs and minor works for facilities within the City of Albany for 2001/03.
2. A total of three specifications were issued, with two tender submissions received by close of tender.

**STATUTORY REQUIREMENTS**

3. The tendering process for Goods & Services must be in accordance with sections 11, 18, and 19 of the Local Government (Functions and General) Regulations 1996 of the Local Government Act 1995.
4. In particular, Regulation 18 outlines a number of requirements relating to the choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council and it may also decline any tender.

**POLICY IMPLICATIONS**

5. There is no policy implication related to this item.

**FINANCIAL IMPLICATIONS**

6. A breakdown of the three tenders to be considered is as follows:

**WORKS & SERVICES REPORTS**

Item 13.2.2 continued.

<b>All classifications of plumbing work</b>	<b>M J Conway Plumbing</b>	<b>Active Plumbing</b>
Rate/Hour (\$)	30.00	39.60
Minimum charge for Minor callout (\$)	30.00	39.60
After Hours Loading (\$)	nil	3.96
Supply materials as required at current Trade List Price	+10%	+15%
Minimum notice	As required	1 hour

These rates include Goods and Services Tax (GST).

**STRATEGIC IMPLICATIONS**

7. Plumbing Services fall under the Albany 2020 Port of Call:  
Objective: The continual development of Council services & facilities to meet the needs of all stakeholders.

**COMMENT/DISCUSSION**

**8. Tender Process**

A request for Tenders was published in the West Australian on 5 May 2001 and the Albany Advertiser on 10 May 2001, with closing date on 23 May 2001.

**9. Tender Evaluation**

It is recommended that Council accepts the tender from M J Conway Plumbing. They previously carried out this contract in the 1999/2000 financial year, during which time they gave a good quality service. This, coupled with the lowest tendered rates it is considered that they have the necessary experience, skills and expertise to continue to undertake the Plumbing Services works for the City of Albany.

**RECOMMENDATION**

THAT Council award Contract C01034 - Plumbing Services Biennial (2001/03) to M J Conway Plumbing, at the following Schedule of Rates (including GST):

<b>All classifications of plumbing work</b>	<b>M J Conway Plumbing</b>
Rate/Hour (\$)	30.00
Minimum charge for Minor callout (\$)	30.00
After Hours Loading (\$)	nil
Supply materials as required at current Trade List Price	+10%
Minimum notice	As required

*Voting Requirement Absolute Majority*

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**WORKS & SERVICES REPORTS**

Item 13.2.2 continued.

**MOVED COUNCILLOR DEMARTEAU  
SECONDED COUNCILLOR SANKEY**

**THAT Council award Contract C01034 - Plumbing Services Biennial (2001/03) to M J Conway Plumbing, at the following Schedule of Rates (including GST):**

<b>All classifications of plumbing work</b>	<b>M J Conway Plumbing</b>
<b>Rate/Hour (\$)</b>	<b>30.00</b>
<b>Minimum charge for Minor callout (\$)</b>	<b>30.00</b>
<b>After Hours Loading (\$)</b>	<b>nil</b>
<b>Supply materials as required at current Trade List Price</b>	<b>+10%</b>
<b>Minimum notice</b>	<b>As required</b>

**MOTION CARRIED 15-0  
ABSOLUTE MAJORITY**

**WORKS & SERVICES REPORTS**

**13.2.3 Contract C01036 - Cleaning and Sanitary Services**

<b>File/Ward</b>	:	C01036 (All Wards)
<b>Proposal/Issue</b>	:	Cleaning and Sanitary Services by public tender
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Manager Operations (G Steel)
<b>Disclosure of Interest</b>	:	Nil
<b>Previous Reference</b>	:	Nil
<b>Summary Recommendation:</b>		That Council awards partial contracts to: <ul style="list-style-type: none"><li>• Delron Cleaning Services</li><li>• Narrikup Cleaning Services</li><li>• G &amp; M Detergents &amp; Hygiene Services</li></ul>
<b>Locality Plan</b>	:	N/A

**BACKGROUND**

1. The contracts for Cleaning Services in the City of Albany are due to expire on 30 June 2001. Tenders were invited for cleaning of buildings, sanitary services and other duties as required in the City of Albany for a 2-year period. The contract will expire on 30 June 2003.
2. A total of seven specifications were issued, with six submissions received by close of tender.

**STATUTORY REQUIREMENTS**

3. The tendering process for Goods & Services must be in accordance with sections 11, 18, and 19 of the Local Government (Functions and General) Regulations 1996 of the Local Government Act 1995.
4. In particular, Regulation 18 outlines a number of requirements relating to the choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council and it may also decline any tender.

**POLICY IMPLICATIONS**

5. There is no Council policy in place referring to this item.

**FINANCIAL IMPLICATIONS**

6. Tenderers were required to provide a schedule of rates for their services. Six tenders were submitted for Council's consideration from the following companies:
  - ◆ Delron Cleaning Albany
  - ◆ G & M Detergents & Hygiene Services
  - ◆ Narrikup Cleaning Service
  - ◆ Prestige Property Services
  - ◆ Rainbow Coast Hygiene
  - ◆ The Cleansters

**WORKS & SERVICES REPORTS**

Item 13.2.3 continued.

7. An attached table outlines those rates submitted by all six tenderers. These rates include Goods and Services Tax (GST).

**STRATEGIC IMPLICATIONS**

8. In the City of Albany’s 2020 Charting our Course the following Port of Call is identified:

*Port of Call:*

*The continual development of Council services and facilities to meet the needs of all stakeholders.*

*Objective: To provide communities with quality buildings that are functional, well-maintained and meet social and cultural needs.*

**COMMENT/DISCUSSION**

**9. Tender Process**

A request for Tenders was published in the West Australian on 5 May 2001 and the Albany Advertiser on 10 May 2001, with closing date on 23 May 2001.

**10. Tender Evaluation**

Cleaning and sanitary services have been selected from three companies in the Albany district to provide opportunities and, as outlined in the attached table, to take advantage of identified potential savings of \$16,457.75 during the two-year term of the contracts.

**RECOMMENDATION**

THAT Council accept the tenders for Contract C01036 - Cleaning and Sanitary Services (2001/03) from the following recommended Contractors Schedule of Rates (including GST):

Cleaning Service Location	Contractor		Rate (\$)	
			2001/02	2002/03
Administration Building - York Street	Delron Cleaning Albany	per month	1,062.00	1,094.00
Library	Delron Cleaning Albany	per month	802.00	826.00
Town Hall/Intimate Theatre	Narrikup Cleaning Service	per month	545.00	556.00
Administration Building - Mercer Road	Delron Cleaning Albany	per month	825.00	850.00
Depot Amenities Building - Mercer Road	Narrikup Cleaning Service	per month	380.00	388.00
Albany Airport	Narrikup Cleaning Service	per month	950.00	969.00
Additional cleaning (Town Hall)	Narrikup Cleaning Service	per hour	23.00	23.00
Conference room (Airport)	Narrikup Cleaning Service	per hour	23.00	23.00
Sanitary Services	G & M Detergents & Hygiene Services	per month	1,012.92	1,043.29

*Voting Requirement Simple Majority*

**WORKS & SERVICES REPORTS**

Item 13.2.3 continued

Councillor Bojcun declared an interest and left the Chambers at 7:58pm. The nature of Councillor Bojcun's interest being that her spouse is involved in the cleaning industry.

Reason: Obtaining annual figures will provide a more equitable process for comparison of tenders.

**MOVED COUNCILLOR WELLINGTON  
SECONDED COUNCILLOR WALKER**

**THAT the matter be deferred pending per calendar month figures being submitted by tenderers for:**

- a) additional cleaning (Town Hall); and**
- b) conference room (Airport)**

**based on annual average usage.**

**MOTION CARRIED 14-0**

Councillor Bojcun returned to the Chambers at 8.00pm.

ORDINARY COUNCIL MEETING MINUTES – 26/06/01

\*\* REFER DISCLAIMER \*\*

**WORKS & SERVICES REPORTS**

Item 13.2.3 continued.

**TENDER SUBMISSIONS**

**CLEANING SERVICES**

LOC	DESCRIPTION	RATE (\$)	DELRON		CLEANSTERS		PRESTIGE		NKP		G&M		RAINBOW	
			2001/02	2002/03	2001/02	2002/03	2001/02	2002/03	2001/02	2002/03	2001/02	2002/03	2001/02	2002/03
1	Administration Building - York Street	per calendar month	1,062.00	1,094.00	1,089.53	1,198.48	1,086.34	1,113.49	1,096.00	1,118.00	no tender	no tender	no tender	no tender
2	Library	per calendar month	802.00	826.00	no tender	no tender	923.40	946.47	1,040.00	1,061.00	no tender	no tender	no tender	no tender
3	Town Hall/Intimate Theatre	per calendar month	606.00	624.00	no tender	no tender	620.40	635.87	545.00	556.00	no tender	no tender	no tender	no tender
4	Administration Building - Mercer Road	per calendar month	825.00	850.00	1,203.20	1,323.52	1,086.34	1,113.49	910.00	928.00	no tender	no tender	no tender	no tender
5	Depot Amenities Building - Mercer Road	per calendar month	433.00	446.00	869.53	956.48	585.88	600.52	380.00	388.00	no tender	no tender	no tender	no tender
6	Albany Airport	per calendar month	1,135.00	1,169.00	no tender	no tender	1,268.13	1,299.83	950.00	969.00	no tender	no tender	no tender	no tender
CLEANING SERVICES TOTALS (MONTHLY)			4,863.00	5,009.00	3,162.26	3,478.48	5,570.49	5,709.67	4,921.00	5,020.00	no tender	no tender	no tender	no tender
CLEANING SERVICES TOTALS (ANNUAL)			58,356.00	60,108.00	37,947.12	41,741.76	66,845.88	68,516.04	59,052.00	60,240.00	no tender	no tender	no tender	no tender
GRAND TOTAL CLEANING SERVICES			118,464.00		79,688.88		135,361.92		119,292.00		no tender	no tender	no tender	no tender

1	Additional cleaning (Town Hall)	per hour	18.50	19.06	no tender	no tender	no tender	no tender	23.00	23.00	no tender	no tender	no tender	no tender
2	Conference room (Airport)	per hour	18.50	19.06	no tender	no tender	no tender	no tender	23.00	23.00	no tender	no tender	no tender	no tender

**SANITARY SERVICES**

1	Administration Building - York Street	per calendar month	no tender	no tender	no tender	no tender	147.93	147.93	140.89	140.89	125.42	129.18	140.89	140.89
2	Administration Building - Mercer Road	per calendar month	no tender	no tender	no tender	no tender	105.19	105.19	100.19	100.19	88.75	91.41	100.19	100.19
3	Library	per calendar month	no tender	no tender	no tender	no tender	21.46	21.46	20.44	20.44	21.25	21.89	20.44	20.44
4	Mercer Road Depot	per calendar month	no tender	no tender	no tender	no tender	23.00	23.00	21.91	21.91	21.25	21.89	21.91	21.91
5	Leisure & Aquatic Centre	per calendar month	no tender	no tender	no tender	no tender	62.85	62.85	59.86	59.86	63.75	65.66	59.86	59.86
6	Day Care Centre	per calendar month	no tender	no tender	no tender	no tender	15.75	15.75	13.84	13.84	19.58	20.17	13.84	13.84
7	Town Hall/Intimate Theatre	per calendar month	no tender	no tender	no tender	no tender	54.67	54.67	52.07	52.07	56.67	58.36	52.07	52.07
8	Public Toilets	per calendar month	no tender	no tender	no tender	no tender	619.95	619.95	590.43	590.43	559.58	576.37	590.43	590.43
9	Albany Airport	per calendar month	no tender	no tender	no tender	no tender	57.45	57.45	54.72	54.72	56.67	58.36	54.72	54.72
SANITARY SERVICES TOTALS (MONTHLY)			no tender	no tender	no tender	no tender	1,108.25	1,108.25	1,054.35	1,054.35	1,012.92	1,043.29	1,054.35	1,054.35
SANITARY SERVICES TOTALS (ANNUAL)			no tender	no tender	no tender	no tender	13,299.00	13,299.00	12,652.20	12,652.20	12,155.00	12,519.65	12,652.20	12,652.20
GRAND TOTAL SANITARY SERVICES			no tender	no tender	no tender	no tender	26,598.00		25,304.40		24,674.65		25,304.40	



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\*\* REFER DISCLAIMER \*\*

**WORKS & SERVICES REPORTS**

Item 13.2.3 continued

**CLEANING SERVICES**

LOC	DESCRIPTION	RATE (\$)	DELRON		NARRIKUP		G&M	
			2001/02	2002/03	2001/02	2002/03	2001/02	2002/03
1	Administration Building - York St	per calendar month	**1062.00	**1094.00	1,096.00	1,118.00	no tender	no tender
2	Library	per calendar month	**802.00	**826.00	1,040.00	1,061.00	no tender	no tender
3	Town Hall/Intimate Theatre	per calendar month	606.00	624.00	**545.00	**556.00	no tender	no tender
4	Administration Building - Mercer Rd	per calendar month	**825.00	**850.00	910.00	928.00	no tender	no tender
5	Depot Amenities Building - Mercer Rd	per calendar month	433.00	446.00	**380.00	**388.00	no tender	no tender
6	Albany Airport	per calendar month	1,135.00	1,169.00	**950.00	**969.00	no tender	no tender
CLEANING SERVICES TOTALS (MONTHLY)			4,863.00	5,009.00	4,921.00	5,020.00	no tender	no tender
CLEANING SERVICES TOTALS (ANNUAL)			58,356.00	60,108.00	59,052.00	60,240.00	no tender	no tender
GRAND TOTAL CLEANING SERVICES			<b>118,464.00</b>		<b>119,292.00</b>		no tender	no tender

1	Additional cleaning (Town Hall)	per hour	18.50	19.06	**23.00	**23.00	no tender	no tender
2	Conference room (Airport)	per hour	18.50	19.06	**23.00	**23.00	no tender	no tender

**SANITARY SERVICES**

1	Administration Building - York St	per calendar month	no tender	no tender	140.89	140.89	125.42	129.18
2	Administration Building - Mercer Rd	per calendar month	no tender	no tender	100.19	100.19	88.75	91.41
3	Library	per calendar month	no tender	no tender	20.44	20.44	21.25	21.89
4	Mercer Road Depot	per calendar month	no tender	no tender	21.91	21.91	21.25	21.89
5	Leisure & Aquatic Centre	per calendar month	no tender	no tender	59.86	59.86	63.75	65.66
6	Day Care Centre	per calendar month	no tender	no tender	13.84	13.84	19.58	20.17
7	Town Hall/Intimate Theatre	per calendar month	no tender	no tender	52.07	52.07	56.67	58.36
8	Public Toilets	per calendar month	no tender	no tender	590.43	590.43	559.58	576.37
9	Albany Airport	per calendar month	no tender	no tender	54.72	54.72	56.67	58.36
SANITARY SERVICES TOTALS (MONTHLY)			no tender	no tender	1,054.35	1,054.35	**1,012.92	**1,043.29
SANITARY SERVICES TOTALS (ANNUAL)			no tender	no tender	12,652.20	12,652.20	12,155.00	12,519.65
GRAND TOTAL SANITARY SERVICES			no tender	no tender	<b>25,304.40</b>		<b>**24,674.65</b>	

\*\*Recommended Contractor

**IDENTIFIED POTENTIAL SAVINGS**

2001/02	DELRON		2001/02	NARRIKUP	
	2002/03			2002/03	
-34.00	-24.00	-696.00			
-238.00	-235.00	-5,676.00			
			-61.00	-68.00	-1,548.00
-85.00	-78.00	-1,956.00			
			-53.00	-58.00	-1,332.00
			-185.00	-200.00	-4,620.00

savings over 2 years \$8,328.00 savings over 2 years \$7,500.00  
Total Cleaning Services savings over 2 years **\$15,828.00**

Sanitary Services savings over 2 years **\$629.75**

Total of all potential savings over 2 years **\$16,457.75**

**WORKS & SERVICES REPORTS**

**13.2.4 Contract C01037 - Security Services Biennial (2001/03)**

<b>File/Ward</b>	:	C01037 (All Wards)
<b>Proposal/Issue</b>	:	Security Services by public tender
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Manager Operations (G Steel)
<b>Disclosure of Interest</b>	:	Nil
<b>Previous Reference</b>	:	Nil
<b>Summary Recommendation:</b>		That Council accepts the tender from Carree Security for Biennial Security Services
<b>Locality Plan</b>	:	N/A

**BACKGROUND**

1. The contracts for Security Services in the City of Albany are due to expire on 30 June 2001. Tenders were invited for a 2-year period; the contract will expire on 30 June 2003.
2. A total of six specifications were issued, with four submissions received by close of tender.

**STATUTORY REQUIREMENTS**

3. The tendering process for Goods & Services must be in accordance with sections 11, 18, and 19 of the Local Government (Functions and General) Regulations 1996 of the Local Government Act 1995.
4. In particular, Regulation 18 outlines a number of requirements relating to the choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council and it may also decline any tender.

**POLICY IMPLICATIONS**

5. There is no Council policy in place referring to this item.

**FINANCIAL IMPLICATIONS**

6. Tenderers were required to provide a schedule of rates for their services. Four tenders were submitted for Council's consideration from the following companies:

- ◆ Blue Ribbon Security Services
- ◆ Carree Security
- ◆ Global Protective Services
- ◆ Southcoast Security Service

**WORKS & SERVICES REPORTS**

Item 13.2.4 continued.

7. An attached table outlines those rates submitted by all four tenderers. These rates include Goods and Services Tax (GST).

**STRATEGIC IMPLICATIONS**

8. In the City of Albany’s 2020 Charting our Course the following Port of Call is identified:

*Port of Call:*

*The continual development of Council services and facilities to meet the needs of all stakeholders.*

*Objective: To provide communities with quality buildings that are functional, well-maintained and meet social and cultural needs.*

**COMMENT/DISCUSSION**

**9. Tender Process**

A request for Tenders was published in the West Australian on 5 May 2001 and the Albany Advertiser on 10 May 2001, with closing date on 23 May 2001.

**10. Tender Evaluation**

It is recommended that Council accept the tender from Carree Security. The Manager Operations discussed the contract service requirements with the proprietor of Carree Security to ensure the excellent level of service provided by the current security company is maintained.

11. Together with the lowest tendered rates, it is considered that they have the necessary experience and resources to undertake security services for the City of Albany.

**RECOMMENDATION**

THAT Council accepts the tender for Contract C01037 - Security Services (2001/03) from Carree Security at the following Schedule of Rates (including GST):

Service Description	Rate (\$)	Carree Security	
		2001/02	2002/03
Night Watch	per year	23,791.20	23,791.20
Close & secure public toilets	per year	6,206.40	6,206.40
Call-out	initial	38.50	38.50
Call-out	per hour	22.00	22.00

*Voting Requirement Simple Majority*

.....

**WORKS & SERVICES REPORTS**

Item 13.2.4 continued

**MOVED COUNCILLOR WILSON  
SECONDED COUNCILLOR CECIL**

**THAT Council accepts the tender for Contract C01037 - Security Services (2001/03) from Carree Security at the following Schedule of Rates (including GST):**

Service Description	Rate (\$)	Carree Security	
		2001/02	2002/03
<b>Night Watch</b>	<b>per year</b>	<b>23,791.20</b>	<b>23,791.20</b>
<b>Close &amp; secure public toilets</b>	<b>per year</b>	<b>6,206.40</b>	<b>6,206.40</b>
<b>Call-out</b>	<b>initial</b>	<b>38.50</b>	<b>38.50</b>
<b>Call-out</b>	<b>per hour</b>	<b>22.00</b>	<b>22.00</b>

**MOTION CARRIED 15-0**

ORDINARY COUNCIL MEETING MINUTES – 26/06/01

\*\* REFER DISCLAIMER \*\*

**WORKS & SERVICES REPORTS**

Item 13.2.4 continued.

**SECURITY SERVICES**

DESCRIPTION	RATE (\$)	BLUE RIBBON		CARREE		GLOBAL		SOUTHCOAST	
		2001/02	2002/03	2001/02	2002/03	2001/02	2002/03	2001/02	2002/03
NIGHT WATCH	per year	58,504.20	67,276.20	23,791.20	23,791.20	127,008.00	107,856.00	20,160.00	21,192.00
CLOSE & SECURE PUBLIC TOILETS	per year	15,478.80	17,798.40	6,206.40	6,206.40	28,224.00	28,244.00	16,560.00	17,388.00
SECURITY SERVICES TOTALS (ANNUAL)		<i>73,983.00</i>	<i>85,074.60</i>	<i>29,997.60</i>	<i>29,997.60</i>	<i>155,232.00</i>	<i>136,100.00</i>	<i>36,720.00</i>	<i>38,580.00</i>
GRAND TOTAL SECURITY SERVICES		<i>159,057.60</i>		<i>59,995.20</i>		<i>291,332.00</i>		<i>75,300.00</i>	
CALL-OUT	initial	38.50	44.00	38.50	38.50	25.00	20.00	33.00	35.00
CALL-OUT	per hour	30.80	33.00	22.00	22.00	19.25	19.25	33.00	35.00

**WORKS & SERVICES REPORTS**

**13.2.5 Contract C01038 - Delivery of Pre-mixed Concrete Biennial (2001/03)**

<b>File/Ward:</b>	C01038 (All Wards)
<b>Proposal/Issue</b>	: Supply & delivery of pre-mixed concrete by public tender
<b>Subject Land/Locality</b>	: N/A
<b>Proponent</b>	: N/A
<b>Owner</b>	: N/A
<b>Reporting Officer(s)</b>	: Manager Operations (G Steel)
<b>Disclosure of Interest</b>	: Nil
<b>Previous Reference</b>	: N/A
<b>Summary Recommendation:</b>	That Council accepts the tender submitted by CSR Readymix for the Supply & Delivery of Pre-mixed Concrete Biennial (2001/03)
<b>Locality Plan</b>	: N/A

**BACKGROUND**

1. Tenders were called for the supply and delivery of an estimated 1000 cubic metres (over two years) of pre-mixed concrete, used for construction of footpaths and kerbing. The contract will expire on the 30 June 2003.
2. Two specifications were issued, with two tender submissions received by close of tender.

**STATUTORY REQUIREMENTS**

3. The tendering process for Goods & Services must be in accordance with sections 11, 18, and 19 of the Local Government (Functions and General) Regulations 1996 of the Local Government Act 1995.
4. In particular, Regulation 18 outlines a number of requirements relating to the choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council and it may also decline any tender.

**POLICY IMPLICATIONS**

5. There is no Council policy in place referring to this item.

**FINANCIAL IMPLICATIONS**

6. Tenderers were required to provide a schedule of rates for their services. The tender submitted for Council's consideration were from CSR Readymix and Great Southern Concrete & Sand Supplies.

**WORKS & SERVICES REPORTS**

Item 13.2.5 continued.

<b>Description</b>	<b>GSC&amp;SS \$/m3</b>	<b>CSR Readymix \$/m3</b>
1. N20 -10mm stone 80mm nominal slump	123.00	121.00
2. N20 -20mm stone 80mm nominal slump	117.00	112.20
3. N25 - 20mm stone 80mm nominal slump	123.00	117.70
4. N32 -20mm stone 80mm nominal slump	131.00	128.70
5. To suit “Grasshopper” kerber S25 – 10mm (maximum stone size) Nil slump	128.00	118.80
6. To suit “Vibrating” or “Paddlewheel” kerbs S25 – 10mm 30mm nominal slump	128.00	124.85

These rates include Goods and Services Tax (GST).

**STRATEGIC IMPLICATIONS**

7. In the City of Albany’s 2020 Charting our Course the following Port of Call is identified:

*Port of Call:*

*Transport systems and services designed to meet current and future needs*

*Objective: To effectively and efficiently manage the City’s transport infrastructure*

**COMMENT/DISCUSSION****8. Tender Process**

A request for Tenders was published in the West Australian on 5 May 2001 and the Albany Advertiser on 10 May 2001, with closing date on 23 May 2001.

**9. Tender Evaluation**

CSR Readymix has provided pre-mixed concrete in previous years and has given good service and a quality product. This, coupled with the lowest tendered rates it is considered that Council should accept the tender from CSR Readymix.

**WORKS & SERVICES REPORTS**

Item 13.2.5 continued.

**RECOMMENDATION**

THAT Council awards Contract C01038 – Supply & Delivery of Pre-mixed Concrete to CSR Readymix at the following Schedule of Rates (including GST):

Description	CSR Readymix \$/m3
1. N20 -10mm stone 80mm nominal slump	121.00
2. N20 -20mm stone 80mm nominal slump	112.20
3. N25 - 20mm stone 80mm nominal slump	117.70
4. N32 -20mm stone 80mm nominal slump	128.70
5. To suit “Grasshopper” kerber S25 – 10mm (maximum stone size) Nil slump	118.80
6. To suit “Vibrating” or “Paddlewheel” kerbs S25 – 10mm 30mm nominal slump	124.85

*Voting Requirement Simple Majority*

**MOVED COUNCILLOR WOLFE  
SECONDED COUNCILLOR WEST**

**THAT Council awards Contract C01038 – Supply & Delivery of Pre-mixed Concrete to CSR Readymix at the following Schedule of Rates (including GST):**

Description	CSR Readymix \$/m3
<b>7. N20 -10mm stone 80mm nominal slump</b>	<b>121.00</b>
<b>8. N20 -20mm stone 80mm nominal slump</b>	<b>112.20</b>
<b>9. N25 - 20mm stone 80mm nominal slump</b>	<b>117.70</b>
<b>10. N32 -20mm stone 80mm nominal slump</b>	<b>128.70</b>
<b>11. To suit “Grasshopper” kerber S25 – 10mm (maximum stone size) Nil slump</b>	<b>118.80</b>
<b>12. To suit “Vibrating” or “Paddlewheel” kerbs S25 – 10mm 30mm nominal slump</b>	<b>124.85</b>

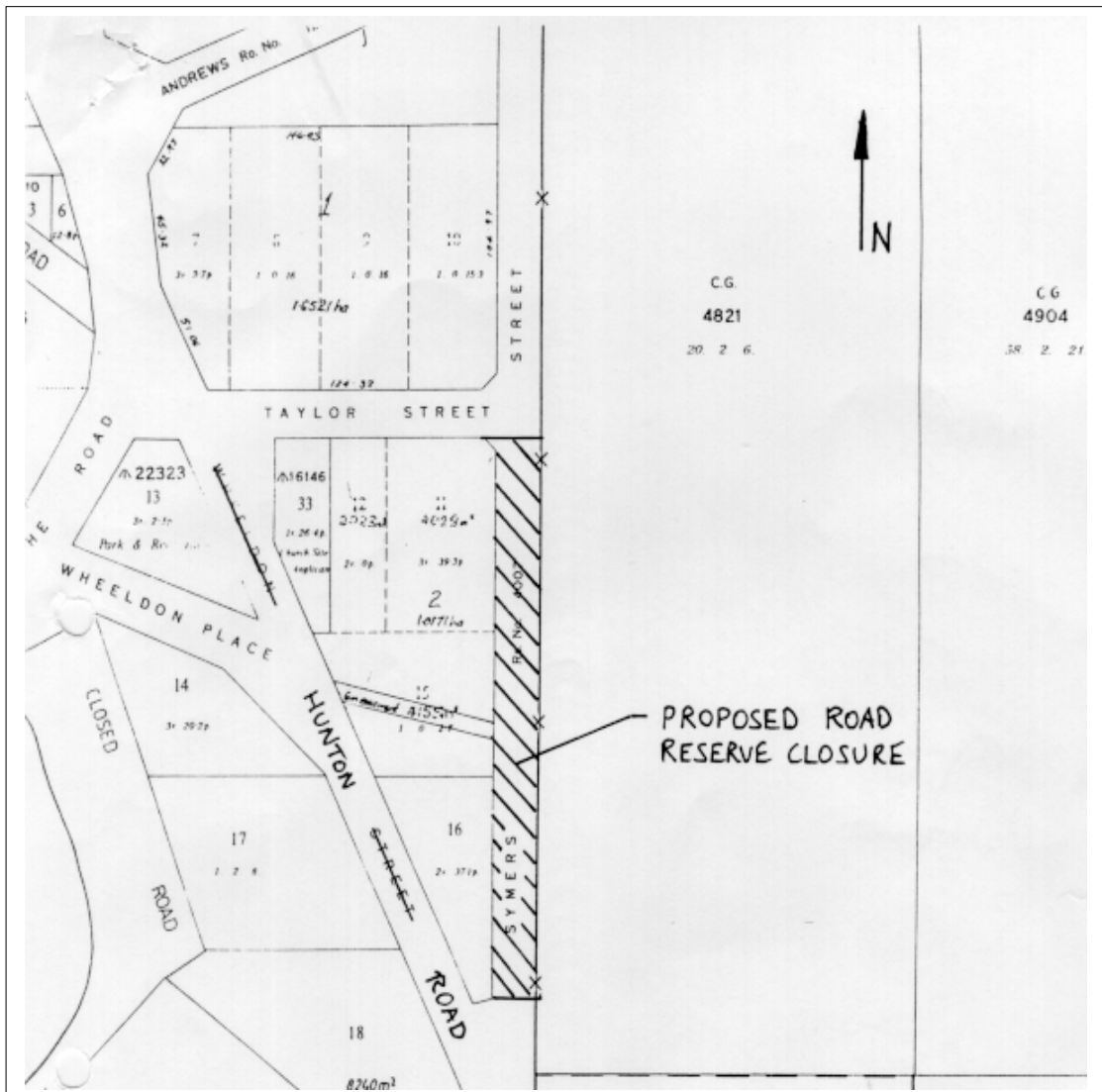
**MOTION CARRIED 15-0**



**WORKS & SERVICES REPORTS**

**13.2.6 Symers Street, Kalgan – Partial Road Closure**

- File/Ward** : A002068 (Kalgan Ward)
- Proposal/Issue** : Closure of Portion of Symers Street
- Subject Land/Locality** : Kalgan Townsite
- Proponent** : Phillip Ramsden
- Owner** : N/A
- Reporting Officer(s)** : Asset Coordinator (S Broad)
- Disclosure of Interest** : Nil
- Previous Reference** : OCM 26/09/00 – Item 13.2.1
- Summary Recommendation:** Proceed with closure.
- Locality Plan** :



**WORKS & SERVICES REPORTS**

Item 13.2.6 continued

**BACKGROUND**

1. Council resolved at its meeting on 26/09/00 to invite submissions from the community and from service authorities on the proposal to permanently close a portion of Symers Street, Kalgan.
2. The closure of this portion of Symers Street and re-gazettal of the land to private property would relieve Council of the potential requirement to maintain the road reserve, and enable the landowners to address drainage issues and fire control, as the existing road reserve is heavily vegetated.
3. The proposed closure was advertised in accordance with the Land Administration Act, Section 58, on 15 March 2001.

**STATUTORY REQUIREMENTS**

4. Section 58 of the Land Administration Act details as follows the process for permanently closing road reserves:
  - (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.
  - (2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.
  - (3) A local government must not resolve to make a request under subsection (1), until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.
  - (4) On receiving a request to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) –
    - a) By order grant the request;
    - b) Direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction;  
or
    - c) Refuse the request.
  - (5) If the Minister grants a request under subsection (4) -
    - a) The road concerned is closed on and from the day on which the relevant order is registered;

**WORKS & SERVICES REPORTS**

Item 13.2.6 continued.

- b) Any rights suspended under section 55 (3) (a) cease to be so suspended; and
  - c) The Minister must cause notice of the registration of the relevant order to be published in a newspaper circulating in the district of the relevant local government.
- (6) When a road is closed under this section, the land comprising the former road –
- a) Becomes unallocated Crown Land; or
- (7) If a lease continues to subsist in that land by virtue of section 57 (2), remains Crown Land.

**POLICY IMPLICATIONS**

- 5. The City of Albany currently does not have a policy on permanently closing road reserves.

**FINANCIAL IMPLICATIONS**

- 6. There are no costs to Council other than administrative costs which can be absorbed within the Operating Budget.

**STRATEGIC IMPLICATIONS**

- 7. In the City of Albany’s 2020 Charting Our Course, the following Port of Call is identified:

*Port of Call:*

*Transport systems and services designed to meet current and future needs.*

*Objective:*

- *To plan Albany’s transport infrastructure to meet future needs complementary to the City’s form and sense of place.*

**COMMENT/DISCUSSION**

- 8. The proposal to close a portion of Symers Street Kalgan was advertised by publication of a notice in the Albany Advertiser, on 15 March 2001, and a letter to all owners of lots in the immediate area. At the end of the advertising period on 19 April 2001, five (5) submissions had been received. There were no objections to the proposed road closure.
- 9. Any future subdivision of Location 4821 could be accessed via Taylor Street or alternatively via the southwest corner of Location 4821 as there would be frontage to Hunton Road at that point.
- 10. The land to the east of Lot 16 Hunton Road, comprising of Symers Street and Location 4821, falls towards Lot 16 Hunton Road and is wet ground resulting in significant water infiltration to Lot 16 for much of the year. If the road reserve is closed and incorporated into Lot 16, then the owner proposes to install a drainage system that will alleviate the drainage problems he is currently experiencing.

**WORKS & SERVICES REPORTS**

Item 13.2.6 continued.

11. Council has written to the other adjoining landholders enquiring whether they had any interest in acquiring the portion of the road reserve that adjoins their property. To date no replies have been received.

RECOMMENDATION

THAT Council, in accordance with the Section 58 of the Land Administration Act 1997:

- i) Request the Minister to proceed with the permanent closure of a portion of Symers Street Kalgan; and
- ii) Request the Department of Land Administration to undertake the necessary negotiations with the adjoining landowners being Lot 16 Hunton Road, Lot2 Hunton Road and Location 4821 Hunton Road to effect disposal of the land.

*Voting Requirement Simple Majority*

**MOVED COUNCILLOR BOJCUN  
SECONDED COUNCILLOR EMERY**

**THAT Council, in accordance with the Section 58 of the Land Administration Act 1997:**

- iii) Request the Minister to proceed with the permanent closure of a portion of Symers Street Kalgan; and**
- iv) Request the Department of Land Administration to undertake the necessary negotiations with the adjoining landowners being Lot 16 Hunton Road, Lot2 Hunton Road and Location 4821 Hunton Road to effect disposal of the land.**

**MOTION CARRIED 15-0**

**WORKS & SERVICES REPORTS**

**13.2.7 Contract C01010 – Upgrade of Town Jetty**

<b>File/Ward</b>	:	C01010 (Frederickstown Ward)
<b>Proposal/Issue</b>	:	Albany Town Jetty Upgrade
<b>Subject Land/Locality</b>	:	Town Jetty Princess Royal Drive Albany
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Executive Director Works & Services (C Meeking) Design Coordinator (J Willis)
<b>Disclosure of Interest</b>	:	Nil
<b>Previous Reference</b>	:	Nil
<b>Summary Recommendation:</b>		That Council not accept any tenders received for the Upgrade of the Town Jetty Contract C01010
<b>Locality Plan</b>	:	N/A

**BACKGROUND**

1. In the 2000/01 financial year, money was allocated to expand the number of pen facilities available at the Town Jetty. The expansion program also included the upgrade of services including water and power, however, these works are not part of this contract and have already been carried out by others.
2. The Town jetty extension incorporated the provision of nine piles for the creation of mooring pens on it's northern side. This created 4 small/medium pens and 4 small pens. The proposed works as part of this contract would increase the number of pens and enlarge the pens to cater for larger vessels.
3. The general scope of works associated with the works included mobilisation and de-mobilisation of crane barge and piling equipment, supply, delivery and installation of piles, and supply and delivery of wharf hardware.
4. A total of eight specifications were issued. Two tenders were received by close of tender.

**JOHN HOLLAND PTY LTD**

	PRICE (\$)
Mob/Demobilisation, Demolition, Piling, Steelwork and wharf furniture.	\$384,187.00
<b>TENDER SUM</b>	<b>\$384,187.00</b>

**WORKS & SERVICES REPORTS**

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**MCCONNELL DOWELL CONSTRUCTORS PTY LTD (two submissions)**

(Conforming)	PRICE (\$)
Mob/Demobilisation, Demolition, Piling, Steelwork and wharf furniture.	\$359,877.00
<b>TENDER SUM</b>	<b>\$359,877.00</b>

(Non Conforming)	PRICE (\$)
Mob/Demobilisation, Demolition, Piling, Steelwork and wharf furniture.	\$307,033.00
<b>TENDER SUM</b>	<b>\$307,033.00</b>

5. These prices include Goods and Services Tax (GST).
6. Following the opening of tenders, the financial implications of the project was discussed at Executive Management level, resulting in the recommendation to not award the contract, and therefore having no requirement to carry out a tender evaluation on the bids received.

**STATUTORY REQUIREMENTS**

7. The tendering process for Goods & Services must be in accordance with sections 11, 18, and 19 of the Local Government (Functions and General) Regulations 1996 of the Local Government Act 1995.
8. In particular, Regulation 18 outlines a number of requirements relating to the choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council; it may also decline any tender.

**POLICY IMPLICATIONS**

9. There is no policy implication related to this item.

**FINANCIAL IMPLICATIONS**

10. The adopted budget for the year ended 30 June 2001 has an allocation of \$153,000.00 for this project. The provision of extra services such as water and power was also to be included in this budget, although it did not form part of this contract.
11. Of the \$153,000 original budget, \$31,689 has been spent on costs associated with the power and water upgrade. Due to the specialised nature of the engineering involved, \$28,181 has been expended on consultant design investigations leading to the production of detailed design drawings and documentation. A further \$10,000 was to be spent on the evaluation of tenders and site superintendence of the construction by engineering consultants.
12. Of the original budget there remains \$93,130.00

**WORKS & SERVICES REPORTS**

Item 13.2.7 continued.

**STRATEGIC IMPLICATIONS**

13. The Upgrade of the Town Jetty falls under the Albany 2020 Port of Call:

*“The continual development of Council services & facilities to meet the needs of all stakeholders.”*

**COMMENT/DISCUSSION**

14. Following recent discussions with the State Government and key stakeholders regarding the development of a marina, it is considered that the need for boat pens for the tuna industry on the town jetty may not be required in the near future.

15. The tuna industry may in the interim use the loading bays in the jetty to load supplies and unload their catch. However, for mooring areas, the fishing industry should liaise with the Department of Transport as the town jetty was not constructed for the mooring of the large fishing boats.

16. The current pens are not suitable, as during inclement weather, damage is likely to occur to the jetty.

17. In summary, it is considered that Council should not accept any tenders for the upgrade of the town jetty as the marina proposal will provide safe pens/mooring areas for the large boats and the tuna industry.

**RECOMMENDATION**

THAT Council not accept any tenders for the upgrade of the town jetty, and advise the tenderers accordingly.

*Voting Requirement Simple Majority*

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**MOVED COUNCILLOR EVANS  
SECONDED COUNCILLOR EVERS**

**THAT Council not accept any tenders for the upgrade of the town jetty, and advise the tenderers accordingly.**

**MOTION CARRIED 15-0**

**WORKS & SERVICES REPORTS**

**13.2.8 Urban Street Lighting Strategy**

<b>File/Ward</b>	:	SER 087 (All Wards)
<b>Proposal/Issue</b>	:	Development of an Asset Management Strategy – Street Lighting
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Executive Director Works & Services (C Meeking)
<b>Disclosure of Interest</b>	:	Nil
<b>Previous Reference</b>	:	Nil
<b>Summary Recommendation:</b>		Approve Street Vision Street Lighting Agreement
<b>Locality Plan</b>	:	Nil

**BACKGROUND**

1. A questionnaire (refer attached) was placed in the local newspaper to assist in the development of a Street Lighting Asset Management Strategy in the urban areas. The strategy includes recommendations on timing, upgrading and underground power programs.
2. Western Power are responsible for the majority of the street lighting within the City. The City of Albany pays for the lease and operations of the streetlights on an annual basis. New streetlights are installed by Western Power on request from the City, and the costs are borne by the City. Western Power are also responsible for the repairs of any lights that are not working.
3. The City of Albany also has a separate agreement with Western Power for lighting in York Street and Flinders Parade.



**WORKS & SERVICES REPORTS**

Item 13.2.8 continued

4. Eighty-four questionnaires were received and are summarised as follows:

i) Does your street have adequate lighting?	33	Yes
	45	No
	6	No street lighting
ii) What improvements are required?	11	Reduced spacing between lighting
	14	Brighter lights (50w–80w)
	9	Both reduced spacing and brighter lights
	2	Lights on both sides of road
	2	Ensure lights are working
	3	Different colour for visibility
iii) Would you prefer lights to operate in your street?	44	All night (dusk to dawn)
	36	From dusk to 1:00am
	4	No street lighting
iv) Within the urban area, how would you rate the overall lighting of street intersections?	22	Good
	26	Fair
	16	Poor
	9	No comment
v) Does your street have underground power?	12	Yes
	72	No
vi) Is underground power important to you?	53	Yes
	31	No
vii) Are you willing to contribute to power being placed underground?	37	Yes
	47	No

**STATUTORY REQUIREMENTS**

5. Under section 3.18 of the Local Government Act 1995, the City of Albany is to satisfy itself that the services and facilities it provides are managed effectively and efficiently.

**POLICY IMPLICATIONS**

6. The City of Albany does not currently have any policy relating to street lighting.

**FINANCIAL IMPLICATIONS**

7. The current gazetted tariff pricing system for street lighting by Western Power for the last 12 months is approximately \$223,900.

8. The proposed price from Western Power for Street Vision is \$244,075 per annum, and includes the bulk globe replacement of 50 watt lights to 80 watt lighting over a two year period. This equates to a 9% increase on the current tariff.

**WORKS & SERVICES REPORTS**

Item 13.2.8 continued.

**STRATEGIC IMPLICATIONS**

9. The City of Albany's Strategic Plan, Albany 2020 – Charting Our Course includes the following:

*Port of Call:*

Quality parks, gardens and reserves maintaining their feature status.

Objective: To enhance safety, amenity and aesthetics of the City's streets and other public areas with appropriate streetlighting.

**COMMENT/DISCUSSION**

10. The City of Albany has a total of 1,270 50-watt globes out of a total of 2,960. The location of these have been downloaded into the City's digital mapping database.
11. The responses from the questionnaire regarding the brightness of the streetlights correlates with the location of the 50-watt globes.
12. The replacement of the 50-watt globes with the 80-watt globes will alleviate the majority of these concerns.
13. The reduction of spacing between lights correlates with existing locations of the 50-watt globes. However, the spacing of lights may need to be further reviewed following the upgrade of the globes and installation of lighting in streets without any street lighting.
14. An expenditure program to provide all streets within the urban area with street lighting needs to be developed. Discussions with Western Power indicate that, on average, it will cost \$550 for every new streetlight installed in areas currently without streetlighting.
15. It should be noted that the Frenchman Bay Association has informed Council officers that the residents of Goode Beach would prefer not to have lighting.
16. The majority of responses to the questionnaire indicated that the preference for lighting was for all night operation. This is consistent with the security audit recommendations to change streetlighting in areas from dusk to 1:00am to all night. All new submissions have all night streetlighting which is consistent with Australian standards.
17. The lighting of intersections is considered by the response to be in the majority of areas fair to good. It is considered that the lighting of intersections should be reviewed following the upgrade of the 50-watt globes to 80-watt globes and the installation of lighting in streets without streetlighting.
18. Western Power Corporation has developed a new street lighting product called Street Vision, which is based on a cents per day, per type of light, charging system.

**WORKS & SERVICES REPORTS**

Item 13.2.8 continued.

19. The Street Vision program includes:

- a) The removal and disposal of any 50-watt street light luminaries found on the system;
- b) Dusk to dawn street lighting and conversion of 1:00am switch-off lights through the bulk globe replacement program;
- c) The removal and disposal of any incandescent type light fitting;
- d) The removal, disposal and upgrade of any “open Type’ light fitting;
- e) The removal, disposal and upgrade of any 400-watt mercury vapor fittings found in the system to 250-watt high pressure sodium;
- f) The replacement of all 50-watt mercury vapor and any incandescent type fittings with 80-watt mercury vapor luminaries within two years;
- g) The replacement of single insulated wire with double insulated wire to luminaries (where present);
- h) Cleaning of the luminaries light fitting;
- i) Replacement and disposal of globes;
- j) Removal of choke boxes and return of PCB choke boxes (to WP nominated store);
- k) Replacement of light fitting to today’s standard if defective part of light is no longer available;
- l) Replacement of missing/damaged lenses;
- m) Replacement of missing/damaged lens clips;
- n) Fitting/refitting of fuse holders;
- o) Replace and secure fuse covers;
- p) Maintenance to street light bracket and fittings;
- q) Safety requirements such as hose on bracket or service cable, re-tensioning service cable;
- r) Replace faulty PE cells;
- s) Testing of street lights after globe replacement or repairs;
- t) When an isolation of a fitting is necessary, for example to replace a fuse holder, then reconnection must be to the open aerial, or aerial bundled cable, low voltage mains where these exist, instead of to the street light wire and a PE Cell Fitted;

**WORKS & SERVICES REPORTS**

Item 13.2.8 continued.

- u) Fault finding and repair of non-operational lamps: this includes underground cables and overhead wires associated with the streetlight circuit;
  - v) Check earth and fuse cover on underground S/L standard (connected and fitting properly).
20. It is considered that the City of Albany should enter into an agreement with Western Power for a fixed four-year term with a twelve-month contract price review.

**RECOMMENDATION**

**THAT Council:**

- i) consider, as part of the 2001/02 budget deliberations, to implement the streetlighting upgrade program to replace all of the 50-watt globes to 80-watt globes; and
- ii) delegate to the Chief Executive Officer the authority to enter into negotiations and contract with Western Power for the implementation of Street Vision, subject to the budget deliberations.

*Voting Requirement Absolute Majority*

**MOVED COUNCILLOR WALKER  
SECONDED COUNCILLOR DEMARTEAU**

**THAT Council:**

- i) consider, as part of the 2001/02 budget deliberations, to implement the streetlighting upgrade program to replace all of the 50-watt globes to 80-watt globes; and**
- ii) delegate to the Chief Executive Officer the authority to enter into negotiations and contract with Western Power for the implementation of Street Vision, subject to the budget deliberations.**

**MOTION CARRIED 15-0  
ABSOLUTE MAJORITY**

Item 13.2.8 continued.

**WORKS & SERVICES REPORTS**

**Street-lighting Survey**  
(Urban and Rural Township Areas)

*Please complete this survey and return to the address mentioned below*

**Q1 Does your street have adequate lighting?**

- Yes (go to Q3)
- No (go to Q2)
- No streetlights at all (go to Q3)

**Q2 What improvements are required?**

- Reduced spacing between lights
- Brighter lights (eg 50 watts to 80 watts)
- Other:

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**Q3 Name and address of your street**

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**Q4 Would you prefer lights in your street to operate:**

- All night (dusk to dawn)
- From dusk to 1.00am

**Q5 Within the urban area, how would you rate the overall lighting of street intersections?**

- Good
- Fair
- Poor

**Q6 Does your street have underground power**

- Yes
- No

**Q7 Is underground power important to you?**

- Yes
- No

**Q8 Are you willing to contribute to the power being placed underground?**

- Yes
- No

***Thank you for participating in this survey.***

*Your comments can relate to any street within the urban rural township area.  
If additional space is required for answers please provide attachments.*

Your cooperation will enable Council to make an informed decision on street-lighting within the urban and rural township areas.

To ensure your comments are regarded, please either return the survey to:

**The Chief Executive Officer  
City of Albany (Street-lighting Survey)  
PO Box 484, ALBANY WA 6330**



or in person to:  
City of Albany Administration Offices



Item 13.2.8 continued.

## Urban Streetlighting Strategy

The City of Albany needs your advice in formulating a streetlight management programme by filling in a questionnaire and returning it to them.

City works and services executive director Colin Meeking said the City is looking for information on what people want from their streetlighting.

“We want to know if they are satisfied with it. Some of the older areas need improving and we need assistance in making sure we get services right,” he said.

“In older subdivisions the lights go off between 11pm and 1am, we need to know if the people in these areas want them left on all night or left as is.

“We need to know about the brightness of the lights as well.

“Once we have all the information we can create an Asset Management Strategy for street lights that would include the wattage, timing and an expenditure programme for upgrading of streetlighting and underground power.

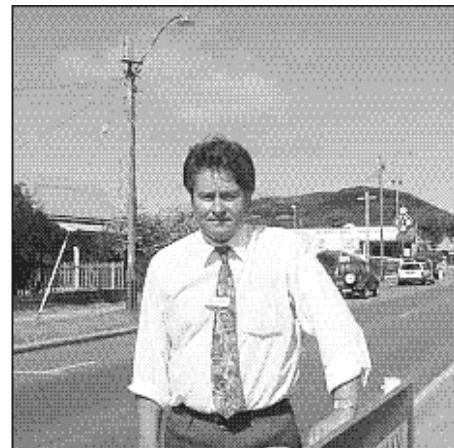
“Some areas, like Frenchman’s Bay, may not want streetlighting, but may like the power put underground. This is the sort of information we need to get feedback on,” he said.

Mr Meeking said the questionnaire will enable officers to recommend to council a street-light strategy that will meet the needs of the community.

The upgrading process will be continual with existing sub-standard lighting replaced within two years.

You can assist by filling in this questionnaire and returning it to the city.

Extra copies can be obtained from the city’s York Street or Mercer Road offices.



City of Albany works and service Executive Director, Colin Meeking in front of one of Albany’s very outdated and inefficient street-lights.

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**13.3 WORKS**

Nil

**13.4 AIRPORT MANAGEMENT**

Nil

**WORKS & SERVICES REPORTS**

**13.5 RESERVES PLANNING & MANAGEMENT**

**13.5.1 Asset Management Strategy – Reserves**

<b>File/Ward</b>	:	SER 087 (All Wards)
<b>Proposal/Issue</b>	:	Asset Management Strategy – Reserves
<b>Subject Land/Locality</b>	:	City of Albany
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Executive Director Works & Services (C Meeking) Environmental Planning Officer- Reserves (M Price)
<b>Disclosure of Interest</b>	:	Nil
<b>Previous Reference</b>	:	Nil
<b>Summary Recommendation:</b>	:	That Council receive and adopt the Asset Management Strategy- Reserves and reserves upgrade expenditure program.
<b>Locality Plan</b>	:	N/A

**BACKGROUND**

1. The objective of the reserves asset management strategy is to meet a required level of service in the most cost-effective approach through the creation, acquisition, maintenance, operation, rehabilitation, and disposal of reserves to provide for present and future customers.
2. A formal approach to the asset management for reserves vested in the City of Albany is essential in order to provide services in the most cost-effective manner and to demonstrate this to our stakeholders and customers.
3. The Asset Management Strategy – Reserves outlines the process and principles used to provide direction to Council in the strategic planning for the upgrade and rehabilitation of the City of Albany reserve network.
4. The Asset Management Strategy - Reserves examines Council's reserve assets in terms of their function and classification, present condition and Council's priorities to upgrade the assets in reserves into the future.
5. Because of the limited resources available to Council for works in reserves, it is imperative for Council to set standards and clearly identify and prioritise the most urgently needed works that will provide the greatest benefit to the community.
6. The Asset Management Strategy - Reserves identifies guidelines for the most cost-effective approach through the creation, acquisition, maintenance, rehabilitation and disposal of the City's reserve assets to cater for the community now and in the future.



**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

7. The benefits of an Asset Management Strategy relate to increased accountability, service management, risk management and financial efficiency by:
  - demonstrating to customers that services are being delivered effectively and efficiently;
  - providing the basis for evaluating and balancing service levels with price and quality;
  - improving accountability through published performance and financial measures;
  - improving understanding of service requirements and options;
  - ensuring a holistic approach to asset management;
  - improving customer satisfaction;
  - assessing probability and consequences of asset failure;
  - improving decision-making based on costs and benefits of alternatives;
  - justifying expenditure programs and funding requirements;
  - recognition of all costs over the lifecycles of the asset;
8. The Asset Management Strategy- Reserves is a tactical plan for managing the City's reserve assets to cost-effectively achieve Council's goals in its strategic plan, Albany 2020 – Charting Our Course.
9. The Asset Management Strategy- Reserves will be linked to other organisational strategies, as shown below:
  - Local Planning Strategy and subsequent Town Planning Scheme
  - Coastal Management Policy
  - Greenways Plan
  - Trails Masterplan
  - Weeds Strategy
  - Dieback Guidelines
  - Roadside Conservation Plan
  - Asset Management Strategy- Roads
  - Asset Management Strategy- Buildings
  - Recreation Masterplan
10. The Asset Management Strategy- Reserves is inter-related through Expenditure Programs to Albany 2020 and the required service levels.
11. The approach ensures all management options and strategies are considered as part of the asset lifecycle, from planning to disposal. The objective is to obtain the lowest long-term cost (rather than short-term savings) when making asset management decisions.

**WORKS & SERVICES REPORTS**

12. The following processes and evaluation techniques support effective lifecycle asset management:

**i) Level of Service- setting standards**

The levels of service (standard) of a reserve can be broken into three main components:

- Function (primary use of reserve)
- Hierarchy (regional, district or local)
- Elements required (eg management or landscape plan, carpark, toilets, playgrounds, etc)

The proposed reserve hierarchy and associated standards have been developed to meet the current and future needs of the community in the City of Albany.

13. Classifying reserves within a hierarchy distinguishes which standard should be set for facilities in a reserve. The classification of reserves provides a clear recognition of the primary function and use of the reserves and assists in the identification of elements required, construction and maintenance standards and adjacent land use.

14. Before determining standards in reserves, it is important to know the current standards so that the 'gap' can be analysed.

15. Determining current levels of service also enables the gap between levels of service currently being provided, and levels of service required by customers, to be quantified, and strategies devised to close these gaps. It is important for the City of Albany to have a clear knowledge of the condition of its assets and how they are performing. All management decisions regarding maintenance, rehabilitation and renewal revolve around these two aspects. The City of Albany preservation program for reserve maintenance will analyse these assets. Condition of key components eg carparks, toilets, turf, reticulation, access, trails, paths, signage, furniture, playground equipment, lighting will be collected and integrated with asset upgrade information.

**ii) Knowledge of Existing Assets (Inventory, Condition & Utilisation of Assets).**

16. The City of Albany has approximately 327 reserves (as of mid 2000) and it is important that as an asset manager, we have a database (inventory) of all our reserves that details the following information:

- Name, reserve number and location
- Classification (hierarchy and function)
- Elements that exist in reserves (eg facilities)
- Physical and environmental features
- Constraints to management
- Opportunities, eg community involvement
- Links to strategic plans
- Location

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

17. Digital mapping data for all reserves in the City of Albany has been imported from the Department of Land Administration into Council's Geographic Information System (GIS) software. Using this enables the reserves and other layers of information (eg zoning, photos, hydrology) to be viewed to improve planning decisions.

**iii) Financial Management**

18. Financial management of the City of Albany reserves network requires the recognition of all costs associated with asset ownership, including creation/acquisition, operations, maintenance, rehabilitation, replacement, depreciation and disposal. This life cycle approach to accounting for assets needs to be recorded at an individual asset level so all the costs of owning and operating assets are known and understood. This data can be used to determine the future liabilities of the organisation relating to asset rehabilitation or replacement.

19. The current expenditure program is for the upgrade of existing reserves to the required standard. Further analysis needs to be undertaken in conjunction with the proposed town planning scheme and subsequent precinct plans for the creation/acquisition of new parks and reserves.

20. In dealing with the economics of asset ownership, life cycle cost reduction opportunities must be understood clearly and evaluated. Elements in reserves typically go through five major stages in their life that provide cost reduction opportunities: planning, design, construction/acquisition, operations/maintenance/rehabilitation, and disposal/replacement.

21. The opportunities for life cycle cost reduction are typically greatest in the town planning process and in management and landscape planning stages. Diminishing opportunities exist for life cycle cost reduction in the design stage and during construction. By the time the asset moves into the operations/maintenance stage, almost all of the factors affecting life cycle costs have been decided.

22. Emphasis should be placed on an economic analysis of life cycle costs to include optimised maintenance and rehabilitation/replacement options. This does not mean that cost reduction opportunities should be ignored in the operations stage because the way an asset is operated and maintained may affect its final disposal cost or salvage value.

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

23. All expenditure in reserves can be deemed to fall into one of the five categories shown in the following table:

<b>Expenditure Type</b>	<b>Description</b>
Operational	Activities which have no effect on asset condition but are necessary to keep the asset utilised appropriately (ie power costs, overhead costs, etc).
Maintenance	The ongoing day-to-day work required to keep assets operating at required service levels, ie repairs and minor replacements.
Rehabilitation	Significant work that restores or replaces an existing asset towards its original size, condition or capacity.
Capital Upgrade/ Creation/Replacement	Works to create a new asset, or to upgrade or improve an existing asset beyond its original capacity or performance, in response to changes in usage, customer expectations or anticipated future need.
Disposal	Any costs associated with the disposal of an asset, eg revocation of management order by DOLA.

24. The Asset Management Strategy- Reserves will provide, following further refinement, an understanding of the capital rehabilitation and replacement funding requirement of Council’s reserves.
25. The maintenance, capital upgrade and replacement expenditure programs are being forwarded to Council’s budget deliberations for consideration of allocations in 2001/02.
26. With the development of an Asset Management Information System, the scenarios for each type of asset will be reviewed and reassessed to enable the replacement and rehabilitation programs to be refined over a period of time.
27. Many factors, other than condition, may contribute to the decline in useful life of reserves. These factors may include:
- Level of visitor use;
  - Environmental factors such as climatic conditions and geological conditions; and
  - Vandalism
28. In contrast, proper and regular maintenance programs could extend useful life.
29. Unit costs for elements in reserves have been calculated and will be reviewed annually and be continually refined. It should be noted that some elements have unique costs due to the special requirements of some reserves.

**iv) Operations and Maintenance**

30. Maintenance can be defined as:

*“All actions necessary for retaining an asset as near as practicable to its original condition, but excluding rehabilitation or renewal.”*

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

31. There are two categories of maintenance:

- i) Planned; and
- ii) unplanned

32. Planned Maintenance for reserves consists of:

- Cleaning out drains;
- Removing litter;
- Controlling weeds;
- Repairing existing paths, trails, furniture and playground equipment;
- Watering, topdressing and mowing of turf; and
- Cleaning BBQs

33. Unplanned Maintenance for reserves consists of:

- Corrective maintenance;
- Flood damage;
- Wind damage; and
- Storm damage

34. Maintenance functions relate to the day-to-day running and upkeep of assets and are particularly relevant to short-lived dynamic assets where deterioration through lack of regular maintenance may result in rapid deterioration.

35. The operational maintenance activities directly affect the levels of service that the assets provide. The effective optimisation of these activities therefore requires clear definition of required levels of service relevant to the asset.

**v) Asset Creation/Acquisition – Capital Upgrade**

36. Asset creation means the provision of, or improvement to, an asset where there are expected benefits to the community. The major cost is not the initial capital cost, it is the ongoing maintenance and rehabilitation costs.

37. It is important that the desire to minimise capital cost does not result in the development of an inappropriate asset. This is particularly the case where the creation of a new asset unacceptably adds to the already onerous maintenance schedule.

38. A value management approach has been adopted to produce solutions creatively and economically by:

- Identifying unnecessary expenditure, or a reserve standard that may not be appropriate in a given reserve
- Generating alternative ideas
- Promoting innovation
- Optimising resources by packaging appropriate scale of works, saving time, money and energy, and encourages competition
- Simplifying methods and procedures
- Updating standards, criteria and objectives every two years

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

39. Asset creation/acquisition strategies provide a significant opportunity to influence lifecycle costs. However, the best project design and construction management will be ineffective if creating the asset in the first place is unnecessary.
40. The existing standards in City of Albany reserves has been defined through inventory and condition surveys. Therefore the gap between existing and required service levels/standards have been quantified.

**vi) Future Demand**

41. Factors that influence the future demand in our reserves are:

- Population growth in Albany
- Trend for recreation to occur in outdoor environment
- Increase in the number of visitors to Albany
- Planning for special events in reserves
- Purpose built facilities eg dual use paths/skateboard tracks/organised sport

**vii) Expenditure Programs**

42. Asset management expenditure programs for reserves can be classified into two main components, as maintenance/rehabilitation and upgrade.
43. The objective in preparing long-term expenditure programs is to outline the future financial requirements based on all information relating to asset creation, maintenance, capital upgrade, rehabilitation and disposal.
44. The expenditure program is one of the key outputs of the initial Asset Management Strategy for Reserves, and includes:
  - Maintenance and capital upgrade costs;
  - a financial outcome of the Asset Management Strategy- Reserves based on unit costs (upgrade program);
  - recorded in present day costs, with no provision made for inflation;

45. The priority criteria for upgrade projects will be reviewed every two years and updated annually. The asset management strategy requires further analysis and refinement to include depreciation models of the assets. The strategy will be reviewed.

**viii) Priority Criteria**

46. To prioritise the expenditure program, weighted criteria are required to assess every reserve upgrade project.
47. The criteria and subsequent weighing should be based on asset management principles and benefit to the community.

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

**STATUTORY REQUIREMENTS**

48. Under section 3.18 of the Local Government Act 1995, the City of Albany is to satisfy itself that the services and facilities it provides are managed effectively and efficiently.

**POLICY IMPLICATIONS**

49. The adoption of the Asset Management Strategy – Reserves will provide strategic guidelines for the development and implementation of expenditure programs.

**FINANCIAL IMPLICATIONS**

50. An objective of the Asset Management Strategy-Reserves is to match the level of service (standards) provided by the asset with the needs of the community. The strategy will enable the relationship between levels of service and costs of service to be determined.

51. The asset management projects are summarised as follows:

Maintenance of Reserves	\$1,102,240 per annum
Capital Upgrades	\$2,346,281
Total	<u>\$3,448,521</u>

**STRATEGIC IMPLICATIONS**

52. Albany 2020 – Charting Our Course includes the following Ports of Call:

- Managed healthy land/harbour environment  
The quality of our reserves are important factors in the present and future well-being of our community. Parks, natural reserves and the services provided by other reserves improve our working, social and recreational lives. A sensible, well-planned reserve system is also a key ingredient in the development of our economic future. The City has established the following major objectives to ensure this Port of Call is realised;
- Reserve Management  
To manage reserves for environmentally sustainable use, community enjoyment and benefit.
- Environmental education and promotion  
To promote the health of the City’s land and harbour through the raising of community awareness.

53. The Asset Management Strategy- Reserves links the objectives of Albany 2020 to cost-effective expenditure programs.

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

**COMMENT/DISCUSSION**

54. Priority Criteria

To evaluate the upgrade expenditure program, the following priority criteria has been developed.

<b>Priority Criteria</b>	<b>Weighting Factor</b>
Reserve Classification	14%
Gap (Elements in reserve)	13%
Environmental and Social Benefit	33%
Demand	19%
Visitor Safety	<u>21%</u>
<b>Total</b>	<b><u>100%</u></b>

55. Reserve Classification

The City of Albany’s reserves need to be classified to distinguish different uses and standards of infrastructure. Classification is determined by Hierarchy and Function.

56. The ‘Hierarchy’ represents the ‘status’ or ‘use levels’ as described below.

Reserve Hierarchy

Regional

Used by local people & also those from further afield

District

Used mainly by people within the Albany district and 5km catchment area

Local

Used by people within a suburb at the local level

57. The ‘Function’ of a reserve is a description of the primary use for which a reserve is managed. Some reserves also contain ancillary functions. For example a Sporting reserve may contain Natural features. It is important to note that the use of Crown Land must be compatible with the DOLA ‘purpose’ of a reserve. The functions and examples are listed below.

Reserve Functions with examples

Park eg Eyre Park, Alison Hartman Gardens

Natural eg Cosy Corner, Mt Clarence

Garden eg Albany Highway median strip, CBD garden beds

Sporting eg Albany Equestrian Centre, North Rd Sporting Complex

Utility- eg Marbellup Gravel Pit, rubbish tips

Community facility- eg Torbay community hall



**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

58. Reserve Classification (14% Weighting Factor)

High status or high use reserves generally receive the most management and upgrade resources. This is reflected in the classification given to each reserve depending on its hierarchy and function and is represented numerically in the following table.

<b>Rankings Classification</b>	<b>Regional</b>	<b>District</b>	<b>Local</b>
<b>Park</b>	10	6	3
<b>Natural</b>	10	6	3
<b>Sporting</b>	10	5	2
<b>Community Facility</b>	8	5	2
<b>Utility</b>	7	4	2
<b>Garden/ Median</b>	7	4	1

59. Gap or 'Elements in reserves' (13% Weighting Factor)

The Reserves Masterplan aims to set standards for elements present in different types of reserves. For example, you would expect to find more facilities in a regional park than a local park. Similarly, you would expect to find different facilities at a Sporting reserve compared to a Natural reserve. Standards proposed for reserves are included in the following tables.

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

**Hierarchy Regional**

	<b>Parks</b>	<b>Garden</b>	<b>Natural</b>	<b>Sporting</b>	<b>Community Use</b>	<b>Utility</b>
	<b>Eg Eyre Park</b>	<b>York St Medians &amp; Roundabouts</b>	<b>Cosy Corner</b>	<b>ALAC playing fields</b>	<b>Eg Torbay Hall</b>	<b>Marbellup Gravel Pit</b>
Planning	Management Plan	Management Statement	Management Plan	Management Plan	Management Plan	Management Plan
Carpark-	Sealed, 20+ bays	-	Sealed or formed gravel	Sealed, large	Sealed, large	-
Signage	Name, infoboard and interpretation	Name only	Name, infoboard and interpretation	Name infoboard	Name	Name and Infoboard
Toilet	Male and female, multiple, changerooms	-	Male & female single, change facilities	Male and female multiple, change rooms	Male and female single	-
Disabled access	Multiple	At controlled access points	At controlled access points	Multiple	Multiple	-
Furniture	Multiple benches and tables	-	Benches and tables	benches	Benches and tables	-
Shelter	Multiple	-	Multiple	Multiple	Single	-
BBQ	Multiple	-	Multiple	-	Single	-
Playground equipment	Multiple Junior and adolescent	-	-	Junior and adolescent	Junior and adolescent	-
Bins	Multiple	-	Multiple	Multiple	Single	-
Reticulation	Yes	Yes	No	Yes	No	No
Lighting	Throughout, themed	Street lighting	-	Throughout	Limited	-
Access	Well delineated access points	Well delineated access points	Controlled access	Well delineated access points	Well delineated access points	Controlled access
Turf surface	Lawn 25-50mm	-	-	Lawn 25-40mm	-	-

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

**Hierarchy: District**

	<b>Park</b>	<b>Garden</b>	<b>Natural</b>	<b>Sporting</b>	<b>Community Use</b>	<b>Utility</b>
	<b>Eg Lange Park</b>	<b>Bob Thomas Park</b>	<b>Bayonet Head Foreshore</b>	<b>Centennial Park Football Oval</b>	<b>Wellstead Hall</b>	<b>(ex) Redmond Rubbish Tip</b>
Planning	Management Plan	Management Statement	Management Plan	Management Plan	Management Statement	Management Plan
Car park	Sealed, medium	Sealed, medium	Formed gravel, medium	Formed gravel, large	Formed gravel, medium	Gravel, medium
Signage	Name	-	Name and info board	Name and info board	Name	Name
Toilet	Male and female single	-	single toilet	Male and Female multiple, changerooms	Male and Female, single	-
Disabled access	Multiple	At controlled access points	At controlled access points	Multiple	Multiple	-
Furniture	Benches and tables 2-3 sets	-	Single bench and table	Multiple bench and table	Single bench and table	-
Shelter	single	-	Single	Single	Single	-
BBQ	Single	-	-	single	single	-
Playground equipment	Junior and Adolescent	-	--	Junior	Junior	
Bins	2-3	-	2-3	2-3	2-3	-
Reticulation	Yes	Yes	No	Yes	No	No
Lighting	Access & facilities	Street Lighting	-	Street Lighting	limited	-
Access	Well delineated access points	Well delineated access points	Controlled access	Well delineated access points	Well delineated access points	Controlled access
Turf surface	Lawn 25-50mm	-	-	Lawn 25-50mm	-	-

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

**Hierarchy: Local**

	<b>Park</b>	<b>Garden</b>	<b>Natural</b>	<b>Sporting</b>	<b>Community</b>	<b>Utility</b>
	<b>Mokare Park, Spencer Park</b>	<b>Mercer Road Gardens</b>	<b>Torbay Townsite bush reserve</b>	<b>Wellstead Hall and grounds</b>		<b>Youngs Siding townsite drain</b>
<b>Planning</b>	Management Statement	Management Statement	Management Statement	Management Statement	Management Statement	Management Statement
<b>Car park</b>	Street or informal	-	Informal	Informal	Informal	-
<b>Signage</b>	Name	Name	Name	Name	Name	-
<b>Disabled access</b>	At controlled access points	At controlled access points	At controlled access points	At controlled access points	At controlled access points	-
<b>Furniture</b>	Single bench	-	Single bench	Single bench	Single bench	-
<b>BBQ</b>	-	-	-	-	-	-
<b>Playground equipment</b>	Junior	-	-	-	-	-
<b>Bins</b>	Single	-	Single	Single	Single	-
<b>Reticulation</b>	Yes	Yes	-	Yes	-	-
<b>Lighting</b>	Street lighting	Street lighting	-	Street lighting	-	-
<b>Access</b>	Well delineated access points	Well delineated access points	Controlled access	Well delineated access points	Well delineated access points	Controlled access
<b>Turf Surface</b>	Lawn 25-50mm	-	-	Lawn 25-50mm	-	-

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

60. To prioritise the implementation of elements required in the various reserves to ensure the service standards of a reserve is obtained is considered the most effective use of limited resources. When looking across reserves, we can prioritise the element upgrades. For example, is a BBQ more important in reserve X or a toilet more important in reserve Y? To answer this we must consider the priority criteria. Elements are prioritised according to the values in the table below. Planning for reserves is considered to be the foundation of all activities to ensure community support, suitability of facilities and efficiency of operations. The next priority is given to elements that facilitate access, health and interpretation/education.

Priority for Implementation

10 Management or landscape plans

8 Carparks & toilets

7 Turf management & reticulation

6 Access & signage

5 Furniture (playground equipment, shelters, BBQs, bins, benches, tables etc)

4 Lighting

61. Environmental and Social Benefit (33% of weighting factor)

Environmental and social considerations are crucial in the sustainable management of reserves. The Albany area contains extremely beautiful parks, gardens, and natural reserves which are enjoyed by locals and visitors. Often, these areas are extremely fragile and require careful management to remain in good condition. Even highly developed reserves require environmental consideration to ensure that pollutants such as nutrients are contained.

62. Similarly, social considerations such as demographics and population growth are increasingly important if the reserve network is going to deliver a quality 'experience' to the community.

63. Some environmental and social items to be considered include:

- Improvement of visual amenity
- Reduction of spread of dieback
- Reduce littering
- Managing weeds
- Minimising erosion
- Reducing nutrient loss
- Creating linkages & connectivity
- Minimising vegetation removal
- Maximising recreational benefits
- Promoting sustainable use & education
- Increasing participation and use

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

64. The following scores are given for environmental and social factors:

<b><u>Environmental and Social Factors</u></b>	<b>Criteria</b>	<b>Score</b>
Highly Beneficial	5 or more of the items	10
	4 items	9
Beneficial	3 items	8
	2 items	7
	1 items	6
Neutral	No impact on environment or Social amenity	5
Detrimental	Damage to 1 or 2 items	4 3
	Damage to 3 or more items	2 1

65. Demand (19% Weighting Factor)

Demand for use of reserves is based on consideration for future needs eg changing demographics, increased population or requirement to use a utility. Demand is predicted through town planning principals. It should be noted that some reserves will be classified according to town planning principles. For example, local parks in urban areas should ideally serve a catchment of 400m, or be within 5 minutes walking distance.

<b><u>Demand for use of Reserve</u></b>	<b>Category</b>	<b>Description</b>	<b>Score</b>
Highly Beneficial	High demand	<ul style="list-style-type: none"> <li>• Usage is likely to increase significantly</li> <li>• No similar developed facility in vicinity</li> </ul>	10
Beneficial	Medium demand	<ul style="list-style-type: none"> <li>• Usage likely to increase</li> <li>• Similar facility outside preferred catchment of use</li> </ul>	8
Neutral	Low demand	<ul style="list-style-type: none"> <li>• No likely change in usage</li> <li>• Similar facility in vicinity</li> </ul>	5
Detrimental	Low demand	<ul style="list-style-type: none"> <li>• Decrease use to other established facilities</li> <li>• Several similar facilities in vicinity</li> </ul>	0 - 4

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued.

66. Visitor Safety (21% Weighting Factor)

Providing safe facilities with a minimum of risk to visitors is of paramount importance. In accordance with the Occupiers’ Liability Act, the City of Albany is obliged to show a duty of care to visitors to land under our management. All upgrade proposals in reserves will be considered for safety features to ensure the project is not introducing an unacceptable level of visitor risk. In addition, where risks are identified, remedial or upgrade works will need to be scheduled.

67. Some examples of items that require considerations for safety include structures, warning signage (eg Coastsafe), access to areas of potential risk and safety audits for reserves that require special attention.

68. The following table includes scores for proposals in reserves that address safety issues and visitor risk.

<b><u>Visitor Safety Proposals</u></b>	<b>Criteria</b>	<b>Score</b>
Highly Beneficial	Reduces risk of serious injury or death	8 - 10
Beneficial	Reduces risk of injury	6 - 7
Neutral	Does not change safety	5
Detrimental	Increases risk of injury	2 – 4
Very Detrimental	Increases risk of serious injury or death	0 - 1

69. The Asset Management Strategy - Reserves is a combination of processes, data and software applied to provide the essential outputs for effective reserve management to reduce risk and ensure that resources are used wisely.

70. Large amounts of information have been collected on the reserve network. The collected data is stored and used for a variety of asset management functions and analysis.

71. Options for reducing future costs to be considered include:

- Ensure that the facilities provided are what the community wants and needs. This can be achieved through consultative planning.
- Reduce the number of assets (dispose of reserves) that will serve no future benefit in the community
- Rehabilitate rather than replace
- Reduce the level of service (e.g. reduce the standards in reserves)
- Extend the life of facilities through effective management and maintenance programs (where cost-effective)
- Use new technology to reduce recurrent expenditure.

**WORKS & SERVICES REPORTS**

Item 13.5.1 continued

72. The financing of the reserves expenditure program is to be considered during budget deliberations. (See list in Elected Members Report/Information Bulletin)

RECOMMENDATION:

THAT Council:

- i) adopt the Reserve Classifications detailed in the report;
- ii) adopt the standards associated with the Reserve Classifications;
- iii) adopt the criteria for prioritising capital upgrade projects; and
- iv) consider the capital upgrade expenditure program for reserves in its budgetary deliberations.

*Voting Requirement Simple Majority*

**MOVED COUNCILLOR WILSON  
SECONDED COUNCILLOR EVANS**

**THAT Council:**

- i) adopt the Reserve Classifications detailed in the report;**
- ii) adopt the standards associated with the Reserve Classifications;**
- iii) adopt the criteria for prioritising capital upgrade projects; and**
- iv) consider the capital upgrade expenditure program for reserves in its budgetary deliberations.**

**MOTION CARRIED 15-0**



# **General Management Services**

## **REPORTS**

## **- R E P O R T S -**

### **14.1 STRATEGIC DEVELOPMENT**

#### **14.1.1: Albany 2020 : Charting Our Course: First Review**

<b>File/Ward</b>	:	STR 070 (All Wards)
<b>Proposal/Issue</b>	:	First Review of Albany 2020 Charting Our Course Strategic Plan.
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Corporate Planning & Development Officer (C Grogan)
<b>Disclosure of Interest</b>	:	N/A
<b>Previous Reference</b>	:	OCM 04.07.00 – Item 14.1.1
<b>Summary Recommendation</b>	:	Adoption of the revised Albany 2020 Charting Our Course Strategic Plan.
<b>Locality Plan</b>	:	N/A

#### **BACKGROUND**

1. Council adopted the “Albany 2020: Charting Our course” strategic plan on the 4<sup>th</sup> July 2000.
2. On the 28<sup>th</sup> May 2001 the newly elected Council participated in a workshop to undertake a ‘minor’ review of the ‘Albany 2020: Charting Our Course’ document.
3. The purpose of an organisation’s strategic plan is to provide the medium to long term direction, to provide guidance for decision making towards achieving the stated goals and to promote unity amongst the stakeholders of the organisation.

#### **STATUTORY REQUIREMENTS**

4. There are no statutory requirements relating to this item.

#### **POLICY IMPLICATIONS**

5. This item relates directly to the ‘Strategic Functions’ section of the Human Resources Operational Policies, adopted by Council at its meeting on the 5<sup>th</sup> June 2001.

**GENERAL MANAGEMENT SERVICES REPORTS**

Item 14.1.1 continued

**FINANCIAL IMPLICATIONS**

6. The implementation of the “Albany 2020: Charting Our Course” strategic plan must be budget compliant.

**STRATEGIC IMPLICATIONS**

7. Albany 2020: Charting Our Course, with particular reference to the Reputation for Professional Excellence Port of Call key result area - within this Port of Call is the Strategic Focus objective to “create a suite of strategies, plans and programs that:
  - Are transparent, results orientated and not duplicated;
  - Are constantly and dynamically reviewed;
  - Serve the City’s Vision, Mission and Values above all else; and
  - Form the basis of decision making and service delivery.”

**COMMENT/DISCUSSION**

8. On the 28<sup>th</sup> May 2001 the following nine Councillors and the Executive Management Team, participated in a workshop held at the Princess Royal Yacht Club, which was facilitated by Norman Venus:
  - Councillor Barton;
  - Councillor Cecil;
  - Councillor Demarteau;
  - Councillor Evans;
  - Councillor Evers;
  - Councillor Sankey;
  - Councillor Walker;
  - Councillor Wilson; and
  - Councillor Wolfe.
9. All other Councillors had prior commitments and were unable to participate, however each was given the opportunity to submit their comments beforehand for consideration by the group.
10. The group undertook a review of the key economic, social, political, technological and environmental issues that had arisen in Albany (and indeed across the State, and beyond) since the adoption of the original strategic plan in July 2000, and then assessed the internal strengths & weaknesses of the organisation.
11. On the basis of the above review of the ‘external & internal environment’ the group ‘tested’ the Albany 2020 Vision, Mission, Values and Port of Call Key Result Areas.

**GENERAL MANAGEMENT SERVICES REPORTS**

Item 14.4. continued

12. The group endorsed its continued support for the plan, subject to the following amendments:

- The ‘best practice’ value be amended to place a greater emphasis on ‘innovation’;
- A specific “Tourism Development” objective being included within the “Attraction & development of a broad range of social, cultural and economic entities” Port of Call.

13 At its meeting on the 1<sup>st</sup> May 2001 Council endorsed the proposal for the Great Southern Regional Cattle Saleyards Committee to become a Committee of the City of Albany. The implications of this is that the operations of the Cattle Saleyards effectively come under the operational management of the City of Albany, and accordingly need to be incorporated within the strategic framework of the City.

14. In accordance with the above review processes it is proposed that the Albany 2020:Charting Our Course plan be revised as follows:

(1) **Best Practice.**

We conduct ourselves professionally at all times. We expect and reward innovation. We develop and resource our people to achieve the City’s Mission.

(2) **Tourism Development.**

To lead key tourism industry groups in establishing an integrated approach to visitor servicing, district and area promotion, and product development.

This objective to be achieved through the application of the following approaches:-

- To identify the roles and responsibilities of key industry groups.
- To align City operations to complement tourism development.
- To lead the development of value adding tourism projects to increase the overall level of visitor stay and visitor spend in Albany.

(3) **Regional Cattle Saleyards**

To develop the long-term viability and efficiency of the Regional Cattle Saleyards, to satisfy the needs of all stakeholders.

This objective to be achieved through the application of the following approaches:-

**GENERAL MANAGEMENT SERVICES REPORTS**

Item 14.4.1 continued

- To develop and implement a strategic plan for the cattle saleyards.
- To achieve self-sufficiency in cattle saleyards operations.
- To explore and implement value adding opportunities for the benefit of the cattle industry.
- To research and implement a best practice approach to cattle saleyards management and operations.

15. It is proposed that the revised Albany 2020: Charting Our Course strategic plan (see Elected Member Report/Information Bulletin) be advertised in local newspapers.

16. The City’s strategic planning processes will be next comprehensively reviewed following the Mayoral & Council elections due in May 2003.

**RECOMMENDATION**

THAT Council endorse the revised ‘Albany 2020: Charting Our Course’ strategic plan.

*Voting Requirement: Simple Majority*

.....

**MOVED COUNCILLOR CECIL  
SECONDED COUNCILLOR BARTON**

**THAT Council endorse the revised ‘Albany 2020: Charting Our Course’  
strategic plan.**

**MOTION CARRIED 15-0**

**14.2 ORGANISATIONAL DEVELOPMENT**

Nil

**14.3 ECONOMIC DEVELOPMENT**

Nil

**15.0 ELECTED MEMBERS' MONTHLY REPORT/INFORMATION BULLETIN**

- 15.1 Minutes of the Great Southern Regional Cattle Saleyards meeting held on Monday, 11<sup>th</sup> June 2001.  
[Bulletin 2.1 refers]

DRAFT MOTION

THAT the minutes of the Great Southern Regional Cattle Saleyards meeting held on Monday, 11<sup>th</sup> June 2001 be endorsed and the recommendations adopted.

**MOVED COUNCILLOR WILLIAMS  
SECONDED COUNCILLOR WOLFE**

**THAT the minutes of the Great Southern Regional Cattle Saleyards meeting held on Monday, 11<sup>th</sup> June 2001 be endorsed and the recommendations adopted.**

**MOTION CARRIED 15-0**

- 15.2 Minutes of the Town Hall Theatre Advisory Committee meeting held on Tuesday, 4<sup>th</sup> June 2001.  
[Bulletin 2.2 refers]

DRAFT MOTION

THAT the minutes of the Town Hall Theatre Advisory Committee meeting held on Tuesday, 4<sup>th</sup> June 2001 be endorsed and the recommendations adopted.

**MOVED COUNCILLOR WILSON  
SECONDED COUNCILLOR WILLIAMS**

**THAT the minutes of the Town Hall Theatre Advisory Committee meeting held on Tuesday, 4<sup>th</sup> June 2001 be endorsed and the recommendations adopted.**

**MOTION CARRIED 15-0**

- 15.3 Elected Members' Report/Information Bulletin

DRAFT MOTION

THAT the Elected Members' Report/Information Bulletin, as circulated, be received and the contents noted.

**MOVED COUNCILLOR BOJCUN  
SECONDED COUNCILLOR EVERS**

**THAT the Elected Members' Report/Information Bulletin, as circulated,  
be received and the contents noted.**

**MOTION CARRIED 15-0**

**16.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**17.0 MAYORS REPORT**

*“Fellow Councillors:*

*Firstly, I would like to sincerely thank Deputy Mayor Cr Milton Evans for the very capable and professional manner in which he deputised for me during my recent period of leave. It was an extremely busy time and although Cr Evans was newly elected to the position of Deputy Mayor, I felt confident that his commitment to the role would ensure that all the duties required of him would be carried out with dignity and respect. Thank you Milton for your invaluable support.*

*Since returning from leave, I have attended quite a few events which reflect the period of strong progress that the region is currently experiencing. For example, on Wednesday, 13<sup>th</sup> June, I was delighted to present a cheque from the City of Albany Council to support the culinary team from Albany who will be competing and showcasing our region in the “Tasting Australia” even later in the year. On Friday, 15<sup>th</sup> June, I attended a function at Mt Romance where the Hon Wilson Tuckey presented a much needed Research & Development Grant. Later that same day, the Hon Peter Watson MLA presented me with two cheques on behalf of the Lotteries Commission for grants that the City of Albany was successful in obtaining. The grants are to be used to conduct a Conservation Plan for the Princess Royal Forts and undertake further conservation work at the Vancouver Arts Centre.*

*Last Friday, I attended the WA Municipal Association’s Mayors and Presidents Day held just prior to the Councillor Development Weekend. I found the experience very worthwhile with a chance to examine the ways in which other Councils operate. It was rewarding to learn that our own processes and operations are running along the right track.*

*On Saturday, 23<sup>rd</sup> June, I had a memorable morning working at McDonalds as part of a VIP crew during their McHappy Charity Day. I commend the staff at McDonalds for being patient, understanding and maintaining their sense of humour as our C.E.O Andrew Hammond and I grappled with the ice-cream machine and wrapping burgers. It was a fun day but with a very serious cause. Money raised is helping local children supported by the Rainbow Coast Community Centre and seriously ill children and families supported by Ronald McDonald House Charities.*

*Last night I attended and addressed a gathering at the Esplanade Hotel held by the International Agricultural Exchange Association to welcome delegates to their*



*International Annual conference. This association provides support and guidance for young people to work and live in a number of overseas destinations, generally staying with a host family. Approximately 80 delegates are attending the conference from many countries including Denmark, Norway, Sweden, Germany, Northern America, Japan and the UK. Congratulations to Ann Smart for her efforts in securing this conference for Albany.*

*This morning I attended a media launch of the Red Nose Day campaign which takes effect this Friday, 29<sup>th</sup> June. I urge everyone to support the SIDS Foundation in their major fundraising day and help them continue their research into this, perhaps most tragic of health issues.*

*Thank you Councillors.”*

**MOVED COUNCILLOR WALKER  
SECONDED COUNCILLOR WILLIAMS**

**THAT the Mayor’s Report be received.**

**MOTION CARRIED 15-0**

**18.0 URGENT BUSINESS APPROVED BY MAYOR OR BY DECISION OF THE MEETING**

Nil

**19.0 CLOSED DOORS**

Nil

**20.0 NEXT ORDINARY MEETING DATE**

Tuesday 17<sup>th</sup> July 2001, 7.30pm

**21.0 CLOSURE OF MEETING**

8.15pm.

Confirmed as a true and accurate record of proceedings.

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***A Goode***  
**MAYOR**

**APPENDIX A**

**WRITTEN NOTICE OF DISCLOSURE OF INTEREST**

**MINUTES OF THE ORDINARY COUNCIL MEETING – 26<sup>TH</sup> JUNE 2001**

<b>Name</b>	<b>Item</b>	<b>Nature of Interest</b>
Councillor Bojcun	Item 13.2.3 – C01036 – Cleaning and Sanitary Services	Councillor Bojcun's spouse is involved in the cleaning industry.

**APPENDIX B**

**MINUTES OF THE ORDINARY COUNCIL MEETING – 26<sup>TH</sup> JUNE 2001**

**INTERESTS DISCLOSED DURING THE COURSE OF THE MEETING**

<b>Name</b>	<b>Item</b>	<b>Nature of Interest</b>
	Nil.	

**APPENDIX C**

**MINUTES OF THE ORDINARY COUNCIL MEETING – 26<sup>TH</sup> JUNE 2001**

**CODE OF CONDUCT - INTERESTS (OTHER THAN FINANCIAL) DISCLOSED  
DURING THE COURSE OF THE MEETING**

<b>Name</b>	<b>Item</b>	<b>Nature of Interest</b>
	Nil.	



[Agenda Item 12.1.1. refers]

[COUNCIL – 26<sup>th</sup> JUNE 2001]

## SUMMARY OF ACCOUNTS

Municipal Fund Vouchers		
Cheques 14023 - 14118	totalling	96,639.75
EFT EF6081-EF6401	totalling	2,274,654.43
Payroll	totalling	570,292.08
<b>Total Municipal Fund</b>		<b><u>\$2,941,586.26</u></b>
Trust Fund Vouchers 111-125	totalling	3,513.00
<b>Total Trust Fund</b>		<b><u>\$3,513.00</u></b>
<b>TOTAL</b>		<b><u>\$2,945,099.26</u></b>

### CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts to be passed for payment totalling \$2,945,099.26 submitted to each member of the Council on 26<sup>th</sup> June 2001 has been checked and is fully supported by vouchers and invoices which are submitted to herewith and which have been fully certified as the receipt of goods and the rendition of services and as to prices, computations and costings and the amounts shown are due for payment.

\_\_\_\_\_  
**CHIEF EXECUTIVE OFFICER**

**(A. Hammond)**

### MAYOR

I hereby certify that this schedule of accounts covering municipal and trust fund payments totalling \$2,945,099.26 which was submitted to the Council on 26<sup>th</sup> June 2001 and that the amounts are recommended to the Council for payment.

\_\_\_\_\_  
**HER WORSHIP MAYOR**

**(A Goode)**