



MINUTES

WORKS AND SERVICES COMMITTEE

11 March 2015

5.30pm

City of Albany Council Chambers

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

VISION

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

VALUES

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

Focused: on community outcomes

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

United: by working and learning together

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

Accountable: for our actions

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

Proud: of our people and our community

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

TERMS OF REFERENCE

(1) Function:

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

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

(2) It will achieve this by:

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

(3) Chairperson: Cr Alan Hortin JP

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

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

(5) Meeting Schedule: Monthly

(6) Meeting Location: City of Albany Council Chambers

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

(8) Delegated Authority: None

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1. DECLARATION OF OPENING

[5:30:05 PM](#) The Chair declared the meeting open.

2. PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS

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

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

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

3. RECORD OF APOLOGIES AND LEAVE OF ABSENCE

Mayor	Mayor D Wellington (Member)
Councillors:	
Member	S Bowles (Deputy Chair)
Member	C Dowling
Member	G Gregson
Member	B Hollingworth
	A Goode JP
Staff:	
Executive Director Works and Service	M Thomson
Meeting Secretary	J Williamson
Apologies:	
Member	A Hortin JP (Chair) (Leave of Absence)

4. DISCLOSURES OF INTEREST

Name	Committee/Report Item Number	Nature of Interest
Nil	Nil	Nil

5. REPORTS OF MEMBERS Nil

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE Nil

7. PUBLIC QUESTION TIME There were no members of the public or media in attendance.

8. APPLICATIONS FOR LEAVE OF ABSENCE Nil

9. PETITIONS AND DEPUTATIONS Nil

10. CONFIRMATION OF MINUTES

RESOLUTION

**MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR GREGSON**

THAT the minutes of the Works and Services Committee Meeting held on 11 February 2015, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 5-0

11. PRESENTATIONS Nil

12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS Nil

WS064: WATERWISE COUNCIL PARTICIPATION

Proponent	: City of Albany
Attachments	: Memorandum of Understanding (MOU)
Report Prepared by	: Assets Officer (M Holt)
Responsible Officer	: Executive Director Works & Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014-2018:
 - a. **Key Theme:** 2.Clean, Green & Sustainable
 - b. **Strategic Objective:** 2.2. To maintain and renew city assets in sustainable manner
 - c. **Strategic Initiative:** 2.2.3. Carbon Footprint

In Brief:

- Consideration is sought to support a Memorandum of Understanding (MOU) between the Water Corporation, Department of Water and City of Albany for the WaterWise Councils Program.
- The purpose of the MOU is to continue a partnership between the agencies to achieve improved water use efficiency.
- In accordance with the City of Albany Carbon Footprint Reduction Strategy, this extends to the development of a water management plan for City assets.

RECOMMENDATION

WS064: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR HOLLINGWORTH
SECONDED: COUNCILLOR GREGSON

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

WS064: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council ENDORSE the commitment to the WaterWise Councils Program by entering into a Memorandum of Understanding (MOU) with the Water Corporation and Department of Water.

BACKGROUND

2. In August 2014, Council adopted the Carbon Footprint Reduction Strategy and Action Plan.
3. As part of the Carbon Footprint Reduction Strategy (CFRS) Council made a commitment to improve water use efficiency and establish a water management plan.

DISCUSSION

4. Water is essential for life and we face growing pressures on our water resources from population growth and the effects of climate change.
5. To assist in the reduction of water use by the City, it is important that a water management plan is developed that will provide direction for potential water reduction, financial savings and improved efficiency and conservation.
6. In 2008 the City became part of the International Council for Local Environmental Initiatives (ICLEI) Oceania program until it ceased in 2010. The ICLEI program required extensive human resources to complete the generic milestones to achieve WaterWise status.
7. The Water Corporation and the Department of Water with the support of ICLEI have developed a WaterWise Council Program. The aim of the program is to build a cooperative working relationship between local government and other agencies to improve water use efficiency.
8. This program requires considerably less resources.
9. By joining the WaterWise Councils Program the City will be able to establish a better understanding of the City's water use, explore the opportunities for potential water and financial savings through improved efficiency and extensive access to WaterWise material and training.
10. At the completion of the program the City will be endorsed as a WaterWise Council.
11. The MOU would be current for a period of three years from the date of signing.

GOVERNMENT & PUBLIC CONSULTATION

12. Consultation with Government agencies and the community will occur as the need arises through participation in the program.

STATUTORY IMPLICATIONS

13. Not applicable

POLICY IMPLICATIONS

14. The Council Environmental Policy states the City of Albany is committed to ensuring that appropriate responses are undertaken to mitigate potential climate change impacts.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Environment. Inefficient use of water in City facilities having a negative impact on aquifer capacity and local water supplies.	Possible	Moderate	Medium	City engages with other agencies to develop joint strategies to improve water use efficiency through participation in the WaterWise Councils Program.
Financial. Over use of water resulting in higher costs.	Possible	Moderate	Medium	Through participation in the WaterWise Program, develop cost efficient means of using water.
Organisational Operations. MOU not signed and City does not participate in WaterWise Councils Program.	Possible	Moderate	Medium	City continues to utilise best practise, where resources and in house expertise allows.

FINANCIAL IMPLICATIONS

16. The WaterWise Council Program Assessments recommendations will require analysis to prioritise future budget considerations.

LEGAL IMPLICATIONS

17. Not Applicable

ENVIRONMENTAL CONSIDERATIONS

18. The efficient use of water contributes to the overall sustainability of local scheme water supplies and aquifers.

ALTERNATE OPTIONS

19. Council may decline to participate in the WaterWise Councils Program with the Water Corporation.

SUMMARY CONCLUSION

20. The WaterWise Councils Program will enable the City to develop a water management strategy, accurately measure its water use and manage water consumption efficiently and in a sustainable manner.

Consulted References	:	Council Policy - Environmental
File Number (Name of Ward)	:	EM.EDU.2 (All Wards)
Previous Reference	:	OCM 20/10/09 Report Item 15.1.1, OCM 15/06/10 Report Item 15.3.1, OCM 17/08/10 Report Item 3.6 and 3.7, OCM 16/11/10 Report Item 3.7

WS065: CHEYNE BEACH IMPROVEMENT PLAN

Land Description	: Cheyne Beach
Proponent	: City of Albany
Owner	: City of Albany
Attachments	: Cheyne Beach Improvement Plan Maps
Supplementary Information & Councillor Workstation:	: Nil
Report Prepared by	: Reserves Officer (A Tucker)
Responsible Officer	: Executive Director Works & Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

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

In Brief:

- The Cheyne Beach Improvement Plan project was initiated to provide strategic guidance for enhancements and improvements to Reserves 878 and 41252.
- The plan will ensure a holistic and coordinated approach for future works.
- Council consideration and approval is sought for the improvement plan for Cheyne Beach.

RECOMMENDATION

WS065: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR DOWLING

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

WS065: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council APPROVE the Cheyne Beach Improvement Plan for Reserves 878 and 41252.

BACKGROUND

2. Cheyne Beach town site and coastal day use area is a popular tourist location to the east of Albany and is utilised by a mix of tourists and locals alike.
3. Numerous adhoc infrastructure upgrades have occurred in the Cheyne Beach area over time but to date there has not been a plan which has looked at the whole area and assessed what is needed for the population.
4. Upgrades to Cheyne Beach day use areas are recommended for action in 2016-2018 (staged) in the Reserves 10 year plan.
5. Current works being undertaken by the City Reserves team at Cheyne Beach include weed control within the town site and maintenance of the 4WD track across the headland. These projects are funded by South Coast Natural Resource Management.
6. Council consideration and approval is sought for the Cheyne Beach Improvement Plan which will guide future development and improvements.

DISCUSSION

7. The improvement plan has been developed with internal staff, agency and community input.
8. The improvement plan has proposed improvements which include more BBQ's and bins in the day use area, as well as interpretative signage. Safe pedestrian access between the private caravan park and the beach is also a major priority.
9. The additional facilities are those considered as highly valued within public parklands and would encourage many to stay and enjoy the space for longer
10. As well as including new infrastructure, some remediation works in the plan are aimed towards protecting the natural environment (such as blocking of tracks and vehicle access).
11. The table below represents the common themes extracted from the total schedule of submissions. This summary represents both verbal and written submissions recorded at the drop in sessions as well as through formal submissions.

Management Issue	Number of submissions	Comments
More bins	9	More bins throughout the day use areas are included in the plan.
Better pedestrian access (along Kybra Rd and from Caravan Park)	8	Agreed, a great idea. Indicative location has been included in the plan but final location will need to be determined in conjunction with DPaW.
Speed reduction along Kybra Rd and Cheyne Rd	7	Current road speed data informs us that the majority of people are travelling on or under the posted speed limits. Perceptions in local community may need addressing through a separate awareness campaign and further trimming of roadside vegetation under maintenance.
Improve boat trailer parking area	5	Outside of scope of current project, but will be reviewed as a separate project.

Management Issue	Number of submissions	Comments
More public toilets and more frequent cleaning in peak periods	5	Current schedule of cleaning will be reviewed internally and changed through variation in contract if necessary. Current toilet locations will be reviewed at time of renewal (particularly the one opposite Bald Island Rd). Further feasibility studies will be conducted to determine if there is a need for further toilets.
Information bay for tourists with interpretative signage	4	An indicative location for an information bay sign has been included in the plan. The final location and interpretation for the signage will require further consultation with community and agencies.
Weed control (in particular Sydney Golden Wattle)	4	This is currently happening as a part of a separate SCNRM funded project.
More BBQ's	3	More BBQ's within the new day use area included as part of the plan.
Better compliance signage (particularly on the beach)	3	A signage review will be conducted next financial year, which will include best location.
More frequent Ranger patrols	3	Will be referred to Ranger team for action.
Controlled burns	3	In the recent Strategen report the risk to Cheyne Beach was calculated as low, therefore it is deemed as no urgent burn is required. However, as part of reserve maintenance, reserves will widen the existing fire access track below the lease houses.
Retain existing BBQ at boat launch area	3	Current BBQ is at end of life and needs renewing but will be replaced in the same location.
Barriers to prevent vehicle access to lawned areas	3	This did exist originally, but have been vandalised. They will be replaced under the maintenance budget.
More public car parking	2	Some parking is included in the plan, but exact location will require further feasibility assessment.
Location signs for public toilets	2	Great idea. Can be included in the information bay.
Close illegal tracks to beach from Kybra Rd	2	This is included in the plan.
DoT boating signage	2	Outside of scope of current project.
Improve visibility along Kybra Rd	2	Has been referred onto natural reserves maintenance team to assess and action.
Changes to dog exercises areas	2	Needs to be looked at further in conjunction with Rangers.
Designated swimming areas/pontoon	2	Has not been included in the plan as it requires further feasibility assessment with DoT.

12. Many members of the community commented on the current boat launching facilities. Whilst this is outside the scope of the current plan, it is important to highlight that the community would like to see improvements to the boat launching area, car parking and signage.
13. The City will consider, outside the scope of this project, further funding opportunities to improve the amenity of the boat launching facilities through the Recreational Boating Facilities Scheme (RBFS), depending on resources.
14. Having an adopted improvement plan for the area will enable external funding opportunities to be explored by City staff.

GOVERNMENT & PUBLIC CONSULTATION

15. Prior to the draft being developed there was the opportunity for internal staff, key stakeholders and the community to provide input.
16. An internal workshop was held on 18 September 2014, which was well attended with 14 staff and Councillors participating.
17. A community open day was held on a Saturday 4 October 2014 at Cheyne Beach.
18. Public comment period was undertaken between 18 September and 27 October 2014 (39 days). A total of 17 submissions were received.
19. SCNRM and DPaW were invited to be involved and collaborate in the community consultation.
20. Local Noongar groups were invited to be involved in the community consultation sessions but to date no correspondence has been received. Earlier consultations and approvals for currently funded works had occurred with the local Noongar groups and this will continue with each phase of further works.
21. As works progress and construction details are completed during implementation, the City will continue to inform all stakeholders.

STATUTORY IMPLICATIONS

22. No statutory implications

POLICY IMPLICATIONS

23. No policy implications

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Community. Infrastructure not providing for the needs of the community.	Possible	Moderate	Medium	Develop an improvement plan which considers community needs.
Finance. Funding opportunities missed due to lack of planning.	Possible	Moderate	Medium	Adopt an improvement plan.

FINANCIAL IMPLICATIONS

25. Overall project staging will be subject to annual budget considerations and external funding opportunities.
26. Funding opportunities will be explored using the approved plan as a basis enabling professional and costed funding submissions to be made. These matters will be referred to Council for further consideration in due course.
27. Ongoing costs for maintenance of any new infrastructure will be the responsibility of the City of Albany and will be funded through the Reserves Maintenance budget.

LEGAL IMPLICATIONS

28. There are no legal implications relevant to this item. All actions will be consistent with legislative requirements.

ENVIRONMENTAL CONSIDERATIONS

29. All on ground works will be referred to the City Reserves Planning Staff prior to commencement to ensure all appropriate approvals and permits are in place and there are no environmental issues.

ALTERNATE OPTIONS

30. Council may choose not to approve the Cheyne Beach Improvement Plan. The plan can then be reviewed and referred back to Council for further consideration.

SUMMARY CONCLUSION

31. The Cheyne Beach Improvement Plan aims to provide strategic direction with respect to future renewal and upgrades within the Cheyne Beach town site area.
32. It is recommended that the plan be approved to guide a co-ordinated approach to future upgrade and improvement works.

Consulted References	:	Nil
File Number (Name of Ward)	:	CR.COC.28
Previous Reference	:	Nil

WS066 : FIVE YEAR PROGRAM – GREAT SOUTHERN REGIONAL ROAD GROUP

Land Description	: Road Reserve – various locations
Proponent	: City of Albany
Owner	: City of Albany
Attachments	: Revised 5yr GSRRG Funding Application Program
Report Prepared by	: Co-ordinator, Assets and Finance (S Pepper)
Responsible Officer	: Executive Director Works and Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023:
 - a. **Key Theme:** 2. Clean, Green and Sustainable
 - b. **Strategic Objective:** 2.2. To maintain and renew city assets in a sustainable manner.
 - c. **Strategic Initiative:** By scheduling maintenance, servicing and renewal in a timely manner that maximises the life and performance of infrastructure.

and Corporate Business Plan 2014-2018:

- a. **Key Theme:** 2. Clean, Green and Sustainable
- b. **Strategic Objective:** 2.2. To maintain and renew city assets in a sustainable manner.
- c. **Strategic Initiative:** 2.2.2. Project Reporting.
- d. **Strategic Outcome:** Improved project control and decision making. Improved information resulting in elected members and community being engaged and informed.

In Brief:

- The 5 year Great Southern Regional Road Group (GSRRG) Funding Application Program is reviewed annually.
- Both state and federal funding is involved and is administered through the Great Southern Regional Road Group (GSRRG).
- Approval is sought to make annual applications for funding these proposed works.

RECOMMENDATION

WS066: COMMITTEE RECOMMENDATION

MOVED: MAYOR WELLINGTON

SECONDED: COUNCILLOR HOLLINGWORTH

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

WS066: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

- (1) NOTE the Revised 5 Year Great Southern Regional Road Group Funding Application Program as tabled; and
- (2) APPROVE annual applications for funding in support of the proposed works in accordance with the program.

BACKGROUND

2. Main Roads WA, in cooperation with Local Government, develops and manages the road network to meet the needs of the community. The State provides road funds for a number of programs administered by the State Road Funds to Local Government Advisory Committee. The Great Southern Regional Road Group (GSRRG) coordinates an annual application process to determine the distribution of these funds. Currently there are four sources of road funding available through this process.
3. Identified Roads of Regional Significance (Roads 2030) are eligible for Road Project Grants. State funding is spread across 10 WA Regional Road Groups and is based on a percentage (27%) of the vehicle licence fee revenue which varies from year to year.
4. Funding provides two thirds (67%) of total project costs with the other third coming from Council's own resources. The GSRRG has also enacted a cap of 20% which limits the amount that any one Council can receive from the funding pool each year.
5. The GSRRG Policy and Procedure Guideline and Project Prioritisation Guidelines govern the assessment of projects put forward for funding. Projects are scored and then ranked into four broad categories – preservation, concluding, continuing, and new projects.
6. State Black Spot Program funds are also allocated to individual Regional Road Groups for distribution. The GSRRG also processes the National Black Spot Program which sources federal funding for complying projects.
7. State Program funding covers two thirds (67%) and the National Program covers all (100%) of total project costs. For the national program crash criteria is required to demonstrate a benefit cost ratio (BCR) of over 2 to comply. For the state program either a BCR or a road safety audit are required to comply.
8. The Great Southern Technical Working Group members each assess the applications and rank them on being the most appropriate and cost effective.
9. Commodity Routes Supplementary Funding (CRSF) is provided for roads which are not Roads of Regional Significance (Roads 2030) but where there is a significant high priority transport task associated with the transport of a commodity.

10. \$2.5m is provided state wide and distributed according to project ranking with no regional constraints. CRSF funding provides two thirds (67%) of total project costs and is limited to a maximum of \$250,000 per submitted project.

DISCUSSION

11. State funding provides a reliable and consistent source of income for maintaining and improving the City's road network. In the current financial year (2014/15) the City of Albany has been allocated \$1.905m for its road network. This is made up of:
 - a. RRG Road Projects - \$1,345k;
 - b. State Black Spot Projects - \$190k; and
 - c. CRSF Projects - \$370k (approved carryover for Pfeiffer Rd works).
12. Funding applications for the 2015/16 financial year have already been submitted (end of July 2014) and combined are likely to total \$1.517m as can be seen detailed in the attached program.
13. With the preparation and annual review of the Long Term Financial and Asset Management Plans a 10 year Forward Capital Works Program has been prepared identifying projects and allocating grant funding and the City's own resources in successive financial years. This information has been collated to provide to Council a listing of proposed projects over the next five years.
14. The projects identified have been recommended as complying with application requirements and assessed as likely to receive funding. However, there is no guarantee that funding will be secured for these projects.
15. RRG Road Projects are the most likely to secure funding as the scoring system more heavily weights traffic volumes and the City is well placed in this regard compared with other Local Government areas in the Great Southern. However, the ranking system of placing new projects last can mean that new projects that score well can still miss out on funding.
16. Because of this some projects have been spread across financial years to allow for limited funding being available in the initial year but for funding to be secured in the following year to complete the project.
17. The State Black Spot funding allocation for the Great Southern has been dramatically reduced in the last couple of years (based on accident statistics) and now equates to approximately \$368k. This funding is aimed at low cost - high benefit safety improvements, for which the City has been reasonably successful in recent years. Each year the City reassesses possible projects and has road safety audits conducted on those short listed as being suitable. With new projects being identified and considered, applications can vary from year to year.
18. Commodity Routes Supplementary Funding is dependent on Heavy Vehicle traffic volumes and freight tonnages and with limited information the City is unable to make forward projections beyond 2016/17 at this time. As the projected freight tonnages for 2015 are low and would not attract funding, the City has not submitted an application.

GOVERNMENT & PUBLIC CONSULTATION

19. As part of the Integrated Planning Framework process the City conducted a program of consultation with the community.

STATUTORY IMPLICATIONS

20. 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

- 21. This document complies with the Council adopted Asset Management Policy, Strategy and Plan – Roads along with the Long Term Financial Plan.
- 22. The annual application (document) complies with the rules and guidelines governing the Great Southern Regional Road Group allocations for road funding and therefore no additional government consultation has been conducted.
- 23. This document also complies with the Asset Management Plan – Roads which was adopted at a Special Council Meeting on 25 June 2013 and therefore has been subject to consultation with the community and elected members.

RISK IDENTIFICATION & MITIGATION

- 24. The risk identification and categorisation relies on the City’s Enterprise Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Finance. Failure to make funding application would result in the City of Albany missing out on a state funding contribution to the road renewal programme.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Forward planning through adoption of 5 year program and allocation of City staff resources to make submissions.</i>
<i>Organisational Operation. Funding application is unsuccessful resulting in the project either being deferred or funded entirely.</i>	<i>Likely</i>	<i>Moderate</i>	<i>High</i>	<i>City maintains network within its resources and directs resources to areas of highest need.</i>

FINANCIAL IMPLICATIONS

- 25. The original costs associated with this item were included in the Long Term Financial Plan 2014 - 2023 adopted at a Special Council Meeting on 25 June 2013. The projected costs are subject to annual revision dependent on the success of funding applications.

LEGAL IMPLICATIONS

- 26. Not applicable.

ENVIRONMENTAL CONSIDERATIONS

- 27. The City of Albany recognises the value of its natural environment and the importance of protecting and managing natural values for future generations. As part of this commitment any construction works identified in this document will be undertaken in accordance with the Environmental Code of Conduct adopted by Council in 2006.

ALTERNATE OPTIONS

- 28. There are no alternatives associated with this item.

SUMMARY CONCLUSION

- 29. The approval of the revised 5 Year Forward Capital Works Program will provide the City with a strategic direction for the management of its road assets over the next five year period.

Consulted References	:	Nil
File Number (Name of Ward)	:	GS.PRG.22; GS.PRG.23.
Previous Reference	:	OCM 25/02/14 Item WS026

WS067: ALBANY REGIONAL HOSPITAL PARKING SCHEME

Land Description	: Albany Regional Hospital Precinct
Owner	: City of Albany
Attachments	: Parking Scheme
Report Prepared by	: Co-ordinator, Assets and Finance (S Pepper)
Responsible Officer	: Executive Director Works and Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

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

In Brief:

- In principal support for a Parking Scheme including installation of no-standing signs, line marking and a 4 hour limit parking area in the Albany Regional Hospital precinct as per the attached plan.
- Public consultation to be undertaken on the proposed Parking Scheme and then referred back to Council for consideration.

RECOMMENDATION

WS067: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR HOLLINGWORTH
SECONDED: COUNCILLOR DOWLING

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

WS067: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

- (1) APPROVE, in principal, the proposed Parking Scheme for the Albany Regional Hospital precinct, and
- (2) RESOLVE to action a public consultation period prior to a further item being presented to Council for consideration.

BACKGROUND

2. With the completion of the Albany Regional Hospital extension, ongoing complaints have been received relating to vehicles obstructing sightlines for normal traffic and road verge parking.
3. Normal domestic waste collections have been impeded by parked vehicles associated with the hospital.
4. The indiscriminate parking of vehicles obstructs sightlines for normal traffic and traffic accessing and exiting residences
5. Pedestrians, at times, are forced to walk onto the road carriage way.

DISCUSSION

6. The City of Albany in a working group lead by the Albany Regional Hospital which is working towards alleviating parking issues around the Campus. This working group is represented by both staff and neighbouring residents and the proposals presenting in this report are supported by the group.
7. The proposed Parking Scheme would provide a no standing zone on the roads surrounding the Hospital, commencing from Diprose Cres, along Warden Ave and including Hardie Rd. This amendment would also include Andrews St and Warden Pl, as these streets are affected by the current parking congestion.
8. The Hospital has agreed in principal to a suggested 4 hour limit to its car park to help manage the parking congestion, as some members of the public and Hospital staff are using the area for all day parking.
9. To ensure the restricted parking on the selected Hospital parking area is enforceable by the City, a formal agreement would be required as it is private property. The City's Rangers would then be able to police the Albany Regional Hospital precinct.
10. It is noted that the onsite parking at the Hospital is not adequate and that the implementation of this scheme may affect patients and visitors. This is being addressed by the working group in conjunction with this proposal.

GOVERNMENT & PUBLIC CONSULTATION

11. Should Council agree, in principal, to the proposed Parking Scheme, public consultation will be undertaken to seek the necessary feedback about any parking amendments.
12. Discussions with the Albany Regional Hospital have been fruitful, with the suggested parking arrangements being supported. The Hospital is to review its staff parking arrangements to maximise usage on their land.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

RISK IDENTIFICATION & MITIGATION

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

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

FINANCIAL IMPLICATIONS

16. Costs for installation of signage and line marking will be funded within the current 2014-15 budget, with the signage placed on the City's register for capital maintenance and replacement.
17. Any fines resulting from enforcement would be retained by the City.

LEGAL IMPLICATIONS

18. The new scheme must be implemented in accordance with the City of Albany *Parking and Parking Facilities Amendment Local Law 2012*.
19. Once adopted by Council, public notice must be given prior to enforcement of new or amended parking limitations.
20. A legal agreement will be required to be entered into with the Hospital, to enable the City to police the Hospital car park.

ENVIRONMENTAL CONSIDERATIONS

21. Nil.

ALTERNATE OPTIONS

22. Council may resolve not to support the in principal proposal for an Albany Regional Hospital Parking Scheme, and the current parking arrangements will remain.

SUMMARY CONCLUSION

23. In principal support for the Albany Regional Hospital Parking Scheme Parking Scheme will allow staff to undertake a public consultation program to validate the proposed parking amendments. A subsequent report will be submitted to Council detailing the results of the consultation and any recommendations to address the parking concerns at the Hospital.

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

WS068: ALBANY CITY CENTRE: ALBANY CENTRAL BUSINESS DISTRICT (CBD) REVISED PARKING SCHEME PLAN

Proponent : Albany City Centre (Central Business District)
Owner : City of Albany
Attachments : Updated Albany Central Business District (CBD) Parking Scheme Plan
Report Prepared by : Co-ordinator Assets and Finance (S Pepper)
Responsible Officer(s) : Executive Director Works and Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014-2018:
 - a. **Key Theme:** 3. A connected built environment.
 - b. **Strategic Objective:** 3.1. To advocate, plan and build friendly and connected communities.
 - c. **Strategic Initiative:** 3.1.2. Parking and Traffic Modelling:

In Brief:

- Council approval to adopt the revised CBD Parking Scheme Plan.

RECOMMENDATION

WS068: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR DOWLING

SECONDED: COUNCILLOR HOLLINGWORTH

THAT Council:

- (1) **ADOPT** the revised CBD Parking Scheme Plan, subject to an assessment of the adequate provision of ACROD bays;
- (2) **AMEND** Delegation (2014:025), titled: Infrastructure: Parking, Traffic Management, Local Bus Shelters and Seats to allow parking time limitations to be increased and decreased under delegated authority.

CARRIED 5-0

WS068: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

- (1) ADOPT the revised CBD Parking Scheme Plan.
- (2) AMEND Delegation (2014:025), titled: Infrastructure: Parking, Traffic Management, Local Bus Shelters and Seats to allow parking time limitations to be increased and decreased under delegated authority.

BACKGROUND

2. At the Ordinary Meeting of Council in December 2014, the City of Albany agreed to the advertising of the revised CBD Parking Scheme Plan, and if no negative submissions are received, adopt the advertised CBD Parking Scheme.

DISCUSSION

3. The proposed amendments to the CBD Parking Strategy were advertised and included the following minor changes:
 - a. Consolidating Parking Limits where practicable to reduce confusion and quantity of signage;
 - b. Update of parking plans in areas where capital projects have altered the layouts.
 - c. Reducing and consolidating some 15 minute bays.
4. The public feedback has been summarised and commented upon accordingly -
 - a. Parking limit from 1 hour to 2 hours on Serpentine Road, west of York Street has been amended. This area has no parking limits enforced historically and as such there are no predicted negative effects.
 - b. Taxi, Bus and Loading bay parking outside the Plaza has been flagged as inadequate and disorganised. Following consultation with all effected stakeholders this has been amended in order to operate more efficiently.
5. Currently Council has delegated authority to approve amendments to the Parking Scheme. However, the authority is limited by a condition that states: *"Parking time limitation can only be increased under delegated authority"*.
6. To ensure the Parking Scheme is responsive to Community feedback and to mitigate potential parking issues in a timely manner it is requested that Council consider amending the delegation that pertains to parking.

GOVERNMENT & PUBLIC CONSULTATION

7. The revised scheme has been advertised in the local newspaper with the changes highlighted in order to provide the required public notice.

STATUTORY IMPLICATIONS

8. The City may introduce parking schemes by resolution of Council under the City of Albany Parking and Parking Facilities Amendment Local Law 2012.
9. In accordance with section 5.45(1)(b) of the *Local Government Act 1995*, all decisions by Council to amend or revoke a delegation is to be made by absolute majority.
10. Voting requirement: **ABSOLUTE MAJORITY**

POLICY IMPLICATIONS

11. Following the adoption of the amended CBD Parking Scheme, minor amendments can be approved under delegated authority, however changes which involve the reduction of a parking limit, or relocation of parking limits need to be referred to Council.
12. However, if the recommended changes to the Parking delegation is supported, minor changes to the parking scheme will not be referred to Council for approval and the delegation registered will be amended accordingly.
13. Public notice will still be given prior to enforcement of new or amended parking limitations.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Community. Ineffective parking restrictions may impact negatively on the public wishing to undertake business or are employed in the CBD.</i>	<i>Likely</i>	<i>Moderate</i>	<i>High</i>	<i>Modify and review parking limits to provide for better parking efficiency in line with business and community feedback.</i>

FINANCIAL IMPLICATIONS

15. The recommended amendments will necessitate the changeover of some parking limit signs.
16. The costs are negligible and will be funded through the road maintenance budget.

LEGAL IMPLICATIONS

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

ENVIRONMENTAL CONSIDERATIONS

19. Nil

ALTERNATE OPTIONS

20. The City can elect to maintain the status quo in respect to parking limits and the proposed amendment to the delegation that pertains to the Parking Scheme.

SUMMARY CONCLUSION

21. In order to enforce changes to parking restrictions, Council needs to consider:

- a. Adopting the scheme plan amendments;
- b. Amend the current delegations.

22. It is recommended that the Responsible Officer's Recommendation be adopted.

Consulted References	:	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996</i> Access & Inclusion Plan 2012-2017 City of Albany Parking and Parking Facilities Amendment Local Law 2012
File Number (Name of Ward)	:	CU.PRA.5 (Vancouver Ward)
Previous Reference	:	OCM 16/04/13 Report item 5.1; OCM 27/08/13 Report item WS004; OCM 16/12/14 Report item WS058; OCM 24/06/2014 Report item CSF094 (Delegations)

14. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL** Nil
15. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN** Nil.
16. **REPORTS OF CITY OFFICERS** Nil
17. **MEETING CLOSED TO PUBLIC** Nil.
18. **CLOSURE:** There being no further business the Chair declared the meeting closed at [5:53:21 PM](#)

(Unconfirmed Minutes)

Councillor Sarah Bowles
DEPUTY CHAIR