

MINUTES

ECONOMIC DEVELOPMENT COMMITTEE

29 November 2016

7.30pm

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 Economic Development Committee is responsible for:

- (a) Considering and recommending to Council ways to strengthen the local Albany economy; and
- (b) Delivering the following Smart, Prosperous and Growing Objectives contained in the City of Albany Strategic Plan:
 - (i) To foster links between education, training and employment that support economic development.
 - (ii) To strengthen our region's economic based.
 - (iii) To develop and promote Albany as a unique and sought after visitor destination.

(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: Councillor Hollingworth

(4) Membership: All Elected Members

(5) Meeting Schedule: As required

(6) Meeting Location: Council Chambers

(7) Executive Officers: Executive Director Commercial Services

(8) Delegated Authority: The Committee does not have delegated authority from Council.

TABLE OF CONTENTS

	Details	Pg#
1.	DECLARATION OF OPENING	4
2.	PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS	4
3.	RECORD OF APOLOGIES AND LEAVE OF ABSENCE	4
4.	DISCLOSURES OF INTEREST	5
5.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	5
6.	PUBLIC QUESTION TIME	5 -7
7.	PETITIONS AND DEPUTATIONS	7
8.	CONFIRMATION OF MINUTES	7
9.	PRESENTATIONS	7
10.	UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS	5
11.	OFFICER REPORTS	
ED042	REGIONAL EVENTS SPONSORSHIP - 2017	8 -11
ED043	ALBANY HERITAGE PARK TRAILS CONCEPT PLAN ADOPTION	12 -17
ED044	CITY OF ALBANY PARKING & PARKING FACILITIES (AMENDMENT) LOCAL LAW 2012 – AIRPORT METERED PARKING	18 -22
ED046	ALBANY REGIONAL AIRPORT – RETIREMENT OF INSTRUMENT LANDING SYSTEM (ILS)	28-30
12.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE COMMITTEE	31
13.	MEETING CLOSED TO PUBLIC	31
ED045	HOST BID 2017 WA REGIONAL TOURISM CONFERENCE - CONFIDENTIAL	23-27
14.	NEXT MEETING DATE	31
15.	CLOSURE OF MEETING	31

1. **DECLARATION OF OPENING** The Chair declared the meeting open at [7.30.03PM](#)

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

D Wellington

Councillors:

Member

B Hollingworth (Chair)

Member

R Hammond (Deputy Chair)

Member

A Goode JP

Member

S Smith

Member

G Stocks

Member

P Terry

Observer

A Moir

Staff:

Chief Executive Officer

A Sharpe

Executive Director Commercial Services

C Woods

Executive Director Corporate Services

M Cole

Executive Director Works and Services

M Thomson

Executive Manager Community Services

A Cousins

Manager Tourism Development Services

M Bird

Manager Recreation Services

S Stevens

Travel Smart Officer

C Beck

Minute Secretary

J Williamson

Apologies:

Member

J Shanhun (Apology)

Member

C Dowling (Apology)

Member

J Price (Apology)

Member

R Sutton (Apology)

4. DISCLOSURES OF INTEREST

Name	Report Item Number	Nature of Interest
Councillor Terry	ED042	Impartiality. The nature of the interest being that Councillor Terry is a member of the Albany Mountain Bike Club. Councillor Terry remained in the Chamber and participated in the discussion and vote for this item.

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE – Nil.

6. PUBLIC QUESTION TIME

[7:32:17 PM](#) **Ms Maureen Cremin, Greenwood Drive, Willyung**

Summary of key points:

- Ms Cremin addressed the Committee regarding ED043: Albany Heritage Park Trails Concept Adoption.
- Ms Cremin expressed concern that the concept was biased towards mountain biking over other trail uses.

[7:35:27 PM](#) **Mr David Marshall, 35 Wakefield Crescent, Mira Mar**

Summary of key points:

- Mr Marshall addressed the Committee regarding ED043: Albany Heritage Park Trails Concept Adoption and spoke in support of the Responsible Officer Recommendation.

[7:39:05 PM](#) **Ms Sally Malone, 14 Rowley Street, Albany**

Summary of key points:

- Ms Malone addressed the Committee regarding ED043: Albany Heritage Park Trails Concept Adoption.

[7:42:15 PM](#) **Miss Jessica Waldron, Bay View Drive, Little Grove**

Summary of key points:

- Miss Waldron addressed the Committee in support of ED043: Albany Heritage Park Trails Concept Adoption.

[7:44:22 PM](#) **Mr Lachlan Waldron, Bay View Drive, Little Grove**

Summary of key points:

- Mr Waldron address the Committee in support of ED043: Albany Heritage Park Trails Concept Adoption.

[7:45:17 PM](#) **Mr Philip Stan-Bishop, Campbell Road, Albany**

Summary of key points:

- Mr Stan-Bishop addressed the Committee in support of ED043: Albany Heritage Park Trails Concept Adoption.

[7:49:01 PM](#) **Ms Mica Lanzini-Idle, Eleanor Street, Mount Melville**

Summary of key points:

- Ms Lanzini-Idle addressed the Committee in support of ED043: Albany Heritage Park Trails Concept Adoption.

[7:53:35 PM](#) **Ms Caroline Evans, Elleker**

Summary of key points:

- Ms Evans addressed the Committee regarding ED043: Albany Heritage Park Trails Concept Adoption.

[7:56:17 PM](#) **Ms Di Fry, Kalgan**

Summary of key points:

- Ms Fry addressed the Committee in support of ED043: Albany Heritage Park Trails Concept Adoption.

[7:59:52 PM](#) **Mr John Watson, Albany**

Summary of key points:

- Mr Watson addressed the Committee regarding ED043: Albany Heritage Park Trails Concept Adoption.
- Mr Watson favoured inclusion of at least one iconic walking trail, and integration of the trails with the heritage aspect of the Mounts. In addition Mr Watson considered it important to protect the area for environmental considerations and adjoining ratepayers.

[8:05:21 PM](#) **Ms Corrinne Stoner, Nelson Street, Mira Mar**

Summary of key points:

- Ms Stoner addressed the Committee in support of ED043: Albany Heritage Park Trails Concept Adoption.

[8:08:29 PM](#) Ms Dora Adeline, 73 Minor Road, Orana

Summary of key points:

- Ms Adeline addressed the Committee in support of ED043: Albany Heritage Park Trails Concept Adoption.

[8:11:36 PM](#) Mr Jamie Scully, 73 Minor Road, Orana

Summary of key points:

- Mr Scully addressed the Committee in support of ED043: Albany Heritage Park Trails Concept Adoption.

[8:15:17 PM](#) There being no further speakers the Chair declared Public Question Time Closed.

7. **PETITIONS AND DEPUTATIONS** – Nil.

8. **CONFIRMATION OF MINUTES**

RESOLUTION

MOVED: MAYOR WELLINGTON

SECONDED: COUNCILLOR GOODE

THAT the minutes of the Economic Development Committee Meeting held on 1 November 2016, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 7-0

9. **PRESENTATIONS**

Albany Heritage Park Trails – Travel Smart Officer.

10. **UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS** – Nil.

11. **OFFICER REPORTS**

ED042: REGIONAL EVENTS SPONSORSHIP - 2017

Proponent : City of Albany
Report Prepared By : Events Team Leader (A Leahy)
Responsible Officer(s) : Executive Manager Community Services (A Cousins)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This strategy directly relates to the following elements from the Community Strategic Plan – Albany 2023 and the Corporate Business Plan 2014-2018.
 - a. **Key Theme:** 1. Smart Prosperous and Growing.
 - b. **Strategic Objectives:**
 - 1.2 To strengthen our region's economic base.
 - 1.3 To develop and promote Albany as a unique and sought after destination.
 - c. **Strategies:**
 - 1.2.2. Economic Diversity
 - 1.3.1. Events Management
 - 1.3.2. Tourism Destination

In Brief:

- Review and endorse the proposed Regional Event Sponsorship Assessment Panel recommendations.

RECOMMENDATION

ED042: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR GOODE
SECONDED: MAYOR WELLINGTON

That the Responsible Officer Recommendation be ADOPTED.

CARRIED 7-0

ED042: RESPONSIBLE OFFICER RECOMMENDATION

That Council ENDORSE the Regional Event Sponsorship Assessment Panel recommendations as outlined in Paragraph 16 – Table 1 of this report.

BACKGROUND

2. The City of Albany's Regional Events Sponsorship program is designed to attract and support the staging of Regional Events that are Regional economic drivers for the Albany destination.
3. A Regional Special Event is defined as possessing the capability to attract significant numbers of visitors from outside the region and is more than just a local festival; it must possess substantial drawing power.
4. Council allocated \$65,000 in its 2016-2017 Budget for the Regional Events Sponsorship program.
5. Council also allocated \$10,000 in its 2016-2017 Budget for Taste Great Southern run by Denmark Tourism Inc. Denmark Tourism Inc. were invited to apply for funding through the Regional Events Sponsorship program.

DISCUSSION

Program Overview

6. The Regional Events Sponsorship Program 2016 objectives include:
 - a. Generate additional tourism income by increasing visitor expenditure in the Albany region (economic impact);
 - b. Involve and inspire the local community (social benefits);
 - c. Attract media coverage that will help to raise the profile of Albany as a visitor destination (media impact).
7. The Regional Event Sponsorship program is a competitive funding application process. The sponsorship criteria and application processes follow a similar format to the State Government's Regional Events Scheme Program administered by Tourism Western Australia. Applicants are encouraged to also apply for Tourism Western Australia RES funding.
8. Events must be held between 1 January 2017 and 31 December 2017. Applications for Regional Events Sponsorship were open between August 2016 and October 2016.
9. Events that are funded by Council are required to enter into a Contractual Agreement with the City inclusive of post-event acquittals, project reports and milestone payments where relevant.

Assessment

10. Applicants for Regional Events Sponsorship were asked to discuss their proposals with relevant City Officers before applying. This assisted applicants to shape their proposed activities to the funding and event sponsorship criteria, and gave guidance to applicants who did not meet the eligibility criteria.
11. Applications were evaluated by City Officers using an event assessment tool developed to measure an event's potential impact across economic value, destination promotion, timing, strategic fit with City objectives, sustainability, growth, administrative capacity, social and community benefits.
12. The assessment tool scored each event across nine variables based on the written applications submitted with a total maximum score of 132 points. The assessment tool used inputs as supplied by each applicant via the written submissions. These inputs have been assumed correct for the purposes of assessment. Each applicant will be required to provide evidence post-event to substantiate the respective claims and this will influence future funding applications.
13. A Regional Events Sponsorship Assessment panel then reviewed all applications. The assessment panel comprised Mayor Wellington, Councillor Goode, Councillor Hollingworth and Councillor Shanahun.

14. A total of seven (7) applications for Regional Events Sponsorship were received for funding requests totalling \$122,000 with \$65,000 available for allocation. Noting that:
- An additional \$10,000 is allocated in the Budget for Taste Great Southern;
 - Cycling Eventures, organisers of the Amazing Albany Bike Race submitted a variation to their original 15/16 RES application which resulted in their funding being split over the 15/16 and 16/17 financial years. \$10,000 of the \$20,000 they were paid was refunded in the current financial year and will be carried forward and redistributed to them for the 16/17 Amazing Albany Bike Race. As a result, they have not applied for funding through the 16/17 sponsorship program.
15. The panel recommended supporting seven (7) of the seven (7) applications.

Panel Recommendations

16. A summary of applications recommended for funding is outlined in Table 1.

Table 1 - Regional Events Sponsorship – Assessment Panel Recommendations

	Event	Event Type	Panel Comments	Amount Requested	Panel Recommendation
1.	Albany Mountain Bike Club: <i>Southern MTB</i>	<u>Extreme Sports Event: Mountain biking</u> Mountain bike event. Revision of Urban Down Hill.	Supported subject to provision of documents required through the events approval process - commencing six months prior to the event (inclusive of community engagement plan).	\$20,000	\$20,000
2.	Taste Great Southern	<u>Culture Event</u> Four week series of culinary events, highlighting local produce.	Supported subject to provision of documents required through the events approval process (inclusive of community engagement plan), and a program plan demonstrating vendors and suppliers secured for the event.	\$20,000	\$20,000
3.	Albany Speedway Club: <i>Australian Super Sedan Title</i>	<u>Motorsport Event</u> National speedway event.	Supported contingent on a sponsorship benefits package articulating City naming rights allocation.	\$20,000	\$10,000
4.	ArtsSouth WA: <i>Southern Art and Craft Trail</i>	<u>Arts/Culture Event</u> Art and Craft trail across Great Southern.	Supported contingent on a sponsorship benefits package articulating higher profile recognition than previous years.	\$12,000	\$8,000
5.	Adventurethon Australia: <i>Adventurethon Albany</i>	<u>Extreme Sports Event</u> Multisport Adventure Race.	Supported subject to provision of documents required through the events approval process - commencing six months prior to the event (inclusive of community engagement plan).	\$20,000	\$3,000
6.	Albany Kart Club <i>WA State Open Kart Championships</i>	<u>Motorsport Event</u> Statewide karting event.	Supported, and request naming rights in line with club's sponsorship package if available.	\$20,000	\$5,000
7.	Albany & Denmark Hinterland Orienteering Club: <i>Albany Trail Run</i>	<u>Community Sport Event</u> Trail running event.	Supported subject to provision of documents required through the events approval process - commencing six months prior to the event (inclusive of community engagement plan)	\$10,000	\$5,000
			Totals	\$122,000	\$71,000

17. The Albany Mountain Bike Club and Taste Great Southern have requested in-kind support over and above their cash sponsorship applications. All in-kind requests will be addressed within final Contract Agreements and subject to Council endorsed operational budgets.

GOVERNMENT & PUBLIC CONSULTATION

18. Not applicable.

STATUTORY IMPLICATIONS

19. Nil.

POLICY IMPLICATIONS

20. Approval of Regional Events Sponsorship funding recommendations is required by Council.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputation: Funding recommendations not endorsed may result in negative feedback from the community and/or applicants.</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>A Rigorous application and assessment process has been applied to ensure Council has confidence in assessment panel funding recommendations.</i>
<i>Reputation: Negative feedback from applicants declined for funding</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>Communicate the justification and reasoning to unsuccessful applicants.</i>

FINANCIAL IMPLICATIONS

22. Management and oversight of funding and event sponsorship is undertaken using existing staff resources within the Community Services Team, within existing allocated budgets.
23. Council has allocated \$65,000.00 for Regional Events Sponsorship in 2016/17.
24. Council has allocated \$10,000.00 for Taste Great Southern in 2016/2017.

LEGAL IMPLICATIONS

25. Nil.

ENVIRONMENTAL CONSIDERATIONS

26. Nil.

ALTERNATE OPTIONS

27. Council could make alternative recommendations for funding including substitute dollar amounts for recommended applicants.

SUMMARY CONCLUSION

28. The process for Regional Event Sponsorship Application Assessment is considered transparent and equitable.
29. It is recommended that the Responsible Officers recommendation be endorsed.

Consulted References	:	<ul style="list-style-type: none"> • Local Government Act 1995 • Council adopted budget 2016/2017 Resolution CSF255
File Number (Name of Ward)	:	(All Wards)
Previous Reference	:	OCM 24/11/2015 Resolution ED025

ED043: ALBANY HERITAGE PARK TRAILS CONCEPT PLAN ADOPTION

Proponent/Owner : City of Albany
Attachments : Draft Albany Heritage Park Trails Concept Plan
 Albany Heritage Park Trails Concept Plan Community Engagement report
 Combined written public submissions
 Online submission results
Report Prepared By: Travel Smart Officer (C Beck)
Responsible Officer: : Executive Director Commercial Services (C Woods)

Responsible Officer's Signature:	
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STRATEGIC IMPLICATIONS

1. The rationalization, consolidation and construction of new trails in the Albany Heritage Park (AHP), was identified as the priority project in the City of Albany's Trail Hub Strategy adopted in 2015 after significant community consultation.

The project is linked to key strategic documents as follows:

Community Strategic Plan Albany 2023

- a. **Key Theme:** Smart, Prosperous & Growing
 - **Strategic Objective:** 1.3 To develop and promote Albany as a unique and sought after visitor destination.
 - **Strategic Initiative:** 1.3.1 Encourage, support and deliver significant events that promote our region
 - **Strategic Initiative:** 1.3.2 Promote the Albany region as a sought after and iconic tourism destination.
- b. **Key Theme:** 4. A Sense of Community
 - **Strategic Objective:** 4.2 To create interesting places, spaces and events that reflect our community's identity, diversity and heritage
 - **Strategic Objective:** 4.3 To develop and support a healthy inclusive and accessible community.

City of Albany Economic Development Strategy

- a. **Strategic Objective 3:** To develop and promote Albany as a unique and sought after visitor destination.
 - **Tourism Infrastructure Strategy 3.2:** Complete the Trails and Cycle Strategies and commence the development of infrastructure to a level that the City becomes a nationally and internationally recognized Cycle City and Trails destination capable of hosting events and attracting visitors.
 - **Strategy Focus:** The City of Albany to develop effective Cycling and Trails Strategies

In Brief:

- To seek Council endorsement of the Albany Heritage Park Trails Concept Plan

RECOMMENDATION

ED043: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR TERRY
SECONDED: MAYOR WELLINGTON**

That the Responsible Officer Recommendation be ADOPTED.

CARRIED 7-0

ED043: RESPONSIBLE OFFICER RECOMMENDATION

That Council ADOPT the Albany Heritage Park Trails Concept Plan subject to:

1. Acknowledging the community submissions and working closely with the respondents during the detailed design phase.
2. Consideration of the recommendations of the Albany Natural Reserves Strategy during the detailed design phase for each trail.
3. Consideration of the recommendations of the AHP Aboriginal Heritage Survey during the detailed design phase for each trail.

BACKGROUND

2. In 2015, after approximately 2 years of significant community consultation, Council adopted the City of Albany Trails Hub Strategy 2015-2016 with the vision:
 - to allow Albany to become one of Australia's primary trails destinations; and
 - for Albany to become a World Class Trails Tourism Hub situated around high quality trail systems, supported by a complete package of hospitality and visitor services set within our unique natural landscape.
3. The strategy identified seven key projects for the City to work towards developing Albany as a Trails Tourism Hub.
4. The highest priority of these projects was determined to be the rationalization, consolidation and construction of new trails in the Albany Heritage Park (AHP), located at Mt Clarence and Mt Adelaide, based on the sites proximity to the City Centre, good opportunities for multiple user groups, and high deliverability (minimum constraints around land tenure, multiple land managers etc.).
5. Based on the above vision and priorities Consultants, Common Ground Trails, were commissioned in 2015 to develop a draft concept plan for the area that included:
 - Identify, where logical, separate trails for different user groups;
 - Purpose designed single track and single direction trails to guide users to their appropriate trail;
 - Alignments that are based on the ground conditions, not necessarily the current trail alignments;
 - Multiple access points to the trail system;
 - Trail connections focused on connecting the City Centre and Albany Harbour path;
 - Mountain bike trails (20-25km) circumnavigating Mt Adelaide and Mt Clarence ensuring they do not conflict with heritage areas and interpretive trails;
 - Walking based trails focused on Mt Clarence capitalizing on the unique landform and connection to the city; and
 - Interpretive walking trails around the National ANZAC Centre, Royal Princess Fortress and Lower Forts enhancing the heritage theme of the area.

6. To achieve the desired outcome the Consultants with support from the City have undertaken extensive community consultation with key Government Agencies (Dept. of Parks & Wildlife etc.), community interest groups and interested individuals. In addition, three community forums were held, an online survey to gain input in the initial stages received over 250 submissions and the most recent community comment period again received over 250 submissions.
7. The draft concept plan has now been completed and is presented to Council for consideration.

DISCUSSION

8. The rationalization, consolidation and construction of new trails in the Albany Heritage Park (AHP), was identified as the priority project in the City of Albany's Trail Hub Strategy adopted in 2015 after significant community consultation.
9. Adopting a Concept Plan for the development of recreational trails in the AHP is an important step in ensuring the development of a well-planned trails network that will provide for a wide range of different community members and visitors while ensuring the protection of the areas environmental and heritage values.
10. Trails tourism is one of the fastest growing tourism markets worldwide with emerging outdoor recreational activities such as Trail Running and Mountain Biking also experiencing rapid growth. (Both are rapidly growing in Albany).
11. Event tourism is another rapidly growing sector with Albany set to host a number of events such as Adventurethon & Sufferfest planned for early next year. The trails network proposed in the concept plan has been designed to be suitable as a venue for a wide range of future outdoor recreation events/activities.
12. After initial community input in July 2016 the consultant presented a draft plan that closely met the objective of 20-25km of Mountain Bike trails. However due to further consultation identifying the granite outcrops at the north west of the area as having significant Noongar Cultural values and an area on the north side of the AHP between Hay & Sussex St's being of higher importance as habitat for Western Ringtail Possums the two "blue" mountain bike loop trails in these areas were removed.
13. This has resulted in the final plan being presented not meeting the initial target (20-25km) for mountain bike only trails but providing a balanced plan that provides approximately 1.5 hours of walk only trail (5.8km), 1 hours riding on single use mountain bike trail (12.6km) and 20.4km of shared use trail.
14. Prior to any on ground construction of trails in the AHP, the City will need to undertake detailed planning of each trail including conducting a number of targeted environmental (flora & fauna) and cultural heritage (Noongar) surveys to secure appropriate approvals such as clearing permits.
15. The City is currently developing its Natural Reserves Strategy and many of the internal staff involved have contributed to both this document and the AHP Trails Concept Plan to ensure the two documents are well linked and complimentary. The current draft of the Natural Reserves Strategy (which is likely to be presented to Council in February) is supportive of a well-designed, constructed and maintained network of trails in the AHP.

16. Although numerous community members have raised concerns regarding new trails spreading *Phytophthora Dieback*, a survey by a qualified *Dieback* Interpreter has found that due to high levels of previous recreational use and management access during all weather conditions, the AHP is already highly infected with *Dieback*. Further, any small areas of un-infested native vegetation are categorised as ‘unprotectable’ due to the large number of uncontrollable spread via human use (walkers, vehicles and riders). This has been confirmed through verbal consultation with other *Dieback* experts and confirmed by DPaW in their submission, in which the Department recommends the area be used to educate visitors about this significant ecological threat and how it is spread.
17. Adopting the AHP Trails Concept Plan will allow the City to approach a range of funding bodies to secure funds for the implementation of the trails network.
18. Development of a well designed and constructed trails network in the AHP will assist in addressing some current issues such as visitor safety associated with different user groups using the same trails that are not designed or constructed to standards appropriate for shared use and the ongoing issue of illegal trail construction resulting from the trails not meeting the requirements of current users.
19. Once constructed the City will look to engage with interested groups such as the Albany Mountain Bike Club to implement trail maintenance strategies similar to those used by the Kalamunda Mountain Bike Collective to maintain the trails in that location to reduce ongoing maintenance costs and burden to the community.

GOVERNMENT & PUBLIC CONSULTATION

20. See attached Community Consultation Report.

STATUTORY IMPLICATIONS

21. Nil

POLICY IMPLICATIONS

22. The development of the AHP Trails Concept Plan is the highest priority project in the City of Albany Trails Hub Strategy adopted by Council in 2015.

RISK & OPPORUNITY DENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Environment</i> – small amounts of environmental impacts will occur during trail construction/maintenance	<i>Almost certain</i>	<i>Minor</i>	<i>High</i>	<p>All appropriate environmental surveys to be undertaken during the detailed design stage to minimise disturbance to the most significant environmental values (DRF etc.)</p> <p>Trail alignments to avoid known or identified significant environmental values.</p> <p>Approvals from DER etc. to be secured.</p> <p>Trails no longer required to be rehabilitated.</p>

Peoples Health and Safety – Failure to implement a well-designed trail network will lead to ongoing possibility of collision between Mountain Bike riders and walkers due to current trails not meeting appropriate standards	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Implement the well designed and constructed trails recommended in the concept plan to reduce the likelihood of collision.</i>
Reputational Failure to implement the Trails Hub Strategy to address the current environmental impacts of the poorly designed, constructed and maintained trails network – regular complaints are currently received.	<i>Almost certain</i>	<i>Minor</i>	<i>High</i>	<i>Implement the well designed and constructed trails recommended in the concept plan to provide a more sustainable trails network that reduces current environmental impacts.</i>
Lost Opportunity Failure to implement projects to develop & upgrade trails will impact on the COA ability to attract and retain a range of outdoor activity events that utilise trails. Therefore failing to add to the diversity of recreation and tourism options available in Albany	<i>Almost certain</i>	<i>Moderate</i>	<i>High</i>	<i>Continue to implement the upgrading and establishment of a trails network suitable to assist in attracting and retaining a range of events in Albany.</i>

FINANCIAL IMPLICATIONS

24. There are no financial implications relating to adopting the AHP Trails Concept Plan. However, without adopting the AHP Trails Concept Plan, the City will be ineligible to seek funds for the rationalization, consolidation and construction of new trails in the Albany.
25. Future implementation of the plan will be subject to securing of external funds and allocation of funds in the City's future budgets.
26. Implementation of well designed and constructed trails as well as engagement with community groups utilising the trails to provide volunteer assistance is predicted to reduce future maintenance costs on the trails.

LEGAL IMPLICATIONS

27. Nil

ENVIRONMENTAL CONSIDERATIONS

28. A number of environmental concerns were raised by the community during the community consultation process and have been or will be addressed as follows:
- **Phytophthora Dieback** - a survey by a qualified Dieback Interpreter has found that due to the high level of previous recreational use and management access during all weather conditions the AHP is already highly infected with Dieback and any small areas of un-infested native vegetation are categorised as "unprotectable" due to the large number of uncontrollable human spread vectors (walkers, vehicles and riders). This has been confirmed through verbal consultation with other Dieback experts and confirmed by DPaW in their submission where they recommend the area be used to educate visitors about this major ecological threatening process.

- Carnaby, Baudin's Black Cockatoo & Red-tailed Black Cockatoo – DPaW's advice is that it is unlikely that the trails will have an impact on cockatoos roosting or foraging habitat and that DPaW is happy to see that there will be large areas retained without trails that these species can move to if disturbed.
- Western Ring-tailed Possum (WRP) – There is no known research indicating trails will impact on this species which although the area has had significant recreational use over many years is found over much of the AHP. DPaW has recommended that a WRP monitoring program is established as part of the construction of the Demonstration Mountain Bike Trail (currently under construction) to help guide the implementation of future trails. The City has engaged a suitable consultant and this monitoring trial has commenced in early November 2016.
- Rare Flora – According to the DPaW data sets and advice that has been used as an underlying principle for the development of the proposed trails there is only one species of threatened flora (*Caladenia harringtonae*) in the AHP along with a number of other priority flora species. To secure the appropriate clearing permits during the detailed design phase of the project a qualified Botanist will need to be engaged to do a targeted flora survey of the final proposed trail alignments. Where threatened or priority flora is identified through this process trail alignments will be modified to minimise impacts on the flora.

ALTERNATE OPTIONS

29. Council could determine to not adopt the concept plan and not modify the current use of the AHP trails by the wide range of community groups. This would result in:
- ongoing visitor risk issues and possible injury to AHP visitors associated with walkers, Trail Runners and Mountain Bike riders all using trails that have not been constructed to suitable standards for shared use.
 - Ongoing environmental impacts such as erosion associated with Mountain Bikers (and walkers) using trails that are too steep and do not have appropriate water management incorporated in to the trail design.
 - Ongoing issues with trying to identify suitable courses for outdoor recreation events that do not impact significantly on other park users.
30. Adopt a modified Concept Plan that would stage the construction of trails in the AHP – adopt a Stage 1 Plan including Trails 1, 2, 3 and 4.

SUMMARY CONCLUSION

31. The AHP Trails Concept Plan is consistent with the Albany Trails Hub Strategy Adopted in 2015 and meets the key criteria identified in the plan and provide to the Consultant in the project brief.
32. The AHP Trails Concept Plan has been developed with significant community consultation.
33. If adopted, the AHP Trails Concept Plan will see the project move into the detailed design phase at which time a range of detailed targeted environmental and cultural heritage surveys will be undertaken to ensure significant values are protected and further community consultation will be undertaken at this time
34. Implementation of the AHP Trails Concept Plan will be subject to securing external fund and funds via City of Albany future budgets.

Consulted References	:	
File Number (Name of Ward)	:	(All Wards)
Previous Reference	:	

**ED044: CITY OF ALBANY PARKING & PARKING FACILITIES
(AMENDMENT) LOCAL LAW 2012 – AIRPORT METERED PARKING**

Land Description : Assess No: A160418, A160404, A64802
Albany Regional Airport Drome WA 6330

Proponent : City of Albany

Owner : City of Albany

Report Prepared by : Manager Governance & Risk (S Jamieson)
Manager Tourism Development and Services (M Bird)

Responsible Officer : Executive Director Commercial Services (C Woods)

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 Themes:** 5 - Civic Leadership.
 - b. **Strategic Objectives:** 5.1 - To establish and maintain sound business and governance structures.
 - c. **Strategic Initiative:** 5.1.2 – Develop informed and transparent decision making processes that meet our legal obligations.

In Brief:

- Make a determination under the City of Albany Parking & Parking Facilities Local Law 2012 (as amended), which will result in a determination of metered parking at the Albany Regional Airport.

Purpose & Effect:

- **Purpose:** Provide metered paid parking at the Albany Regional Airport.
- **Effect:** Parking at the Albany Regional Airport will now be subject to parking fees.

Prescribed Metered Parking Zone:

- Follows this report.

RECOMMENDATION

ED044: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR HAMMOND
SECONDED: COUNCILLOR TERRY**

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 7-0

ED044: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

- (1) APPROVE the following determination under the City of Albany Parking & Parking Facilities Local Law 2012:

Determination: Metered Parking Zone – Albany Regional Airport

- (i) A person is prohibited from parking a motor vehicle (which includes motorcycles) from parking in the Albany Regional Airport without a valid ticket.
- (ii) Persons must park in the designated prescribed area (as detailed in the report).
- (iii) This determination will come into effect 1 January 2017.
- (2) AUTHORISES the Chief Executive Officer to authorise persons to administer the Albany Regional Metered Parking Zone and immediate surrounds under the Parking and Parking Facilities Local Law 2012.
- (3) NOTE that Council adopted in the 2016/2017 Annual Financial Budget the following fees and charges:
- Long term parking (first 4 hours free) – vehicles, motorcycles per day or part thereof \$8.80 per day (GST inclusive); and
 - Lost parking validation parking ticket: \$49.50

BACKGROUND

2. Currently parking at the airport is free and unlimited.
3. Council may by resolution constitute, determine and vary and also indicate by signs metered spaces and metered parking zones in accordance with the City's Parking and Parking Facilities Local Law 2012.

DISCUSSION

4. It is standard practice for airports to charge for long term parking.
5. The intent is to charge patrons who leave vehicles in the carpark for extended periods.

Fees & Charges:

6. The first four hours is free to encourage patrons to be dropped off and greeted.
7. Daily charge rates of \$8.80 (including GST).

Ticketing:

8. The car park will operate as a park and display.
9. The car park fees will be used to improve the car park facilities (CCTV, security patrols etc.).
10. The airport is an expensive asset to maintain and a user pays approach is considered the best approach to ensure long term upkeep with least financial impact on ratepayers.

11. The current free parking and no time limitations is placing pressure on the availability of public parking spaces and often forces some travellers to park their vehicles on grass verges.
12. Paid parking will dampen parking demand and allow better management of the public parking areas while avoiding the need to undertake significant additional capital cost to expand the parking infrastructure.
13. The \$8.80 day rate is one of the cheapest paid parking rates of Western Australia's regional airports.

GOVERNMENT & PUBLIC CONSULTATION

14. Airport user and stakeholder were informed prior to the City of Albany's budget adoption.
15. The determination will be published in local media and will come into effect from 1 January 2017.

STATUTORY IMPLICATIONS

16. Clause 6.1 of the City's Local Government Parking & Parking Facilities Local Law 2012 (as amended) stipulates inter alia:

"6.1 Determination of metered zones

(1) The local government may by resolution constitute, determine and vary and also indicate by signs, metered spaces and metered zones.

(2) In respect of metered spaces and metered zones the local government may by resolution determine, and may indicate by signs—

(a) permitted times and conditions of parking depending on and varying with the locality;

(b) classes of vehicles which are permitted to park;

(c) the amount payable for parking; and

(d) the manner of parking."

17. Local Government Act 1995, section 5.42 states, in part:

"5.42 Delegations of some powers and duties to CEO (1) ...a local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties"*

18. Voting Requirement: **Absolute Majority**.

POLICY IMPLICATIONS

19. There is no specific Council policy position.

20. Current instrument of delegation being:

*2016:044 - PARKING, TRAFFIC MANAGEMENT, BUS SHELTERS & SEATS
(Amendments to Parking Schemes)*

does not extend to metered parking.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Business Operation: <i>Indiscriminate long term parking at the airport will result in current parking facilities requiring to be expanded</i>	<i>Almost certain</i>	<i>Moderate</i>	<i>High</i>	<i>Proceed with recommended determination under the City's Local Law, to allow Council Officers to provide public education and enforcement if necessary.</i>
Opportunity: <i>Financial opportunity to offset cost of providing and improving long term car parking at airport.</i>				

FINANCIAL IMPLICATIONS

22. Costs for installation of signage and closing of access to the water using physical barriers will be funded, as required per site, within the airport reserves budget.
23. Any signage installed will be placed on the City's register for capital maintenance and replacement.
24. Council approved metered parking at the Albany Regional Airport as part of the Annual Budget Adoption in 2015/2016.

LEGAL IMPLICATIONS

25. Determinations under the Local Government Parking and Parking Local Law 2012 (as amended) is prescribed at clause 6.1.

ENVIRONMENTAL CONSIDERATIONS

26. Not applicable to this report.

ALTERNATE OPTIONS

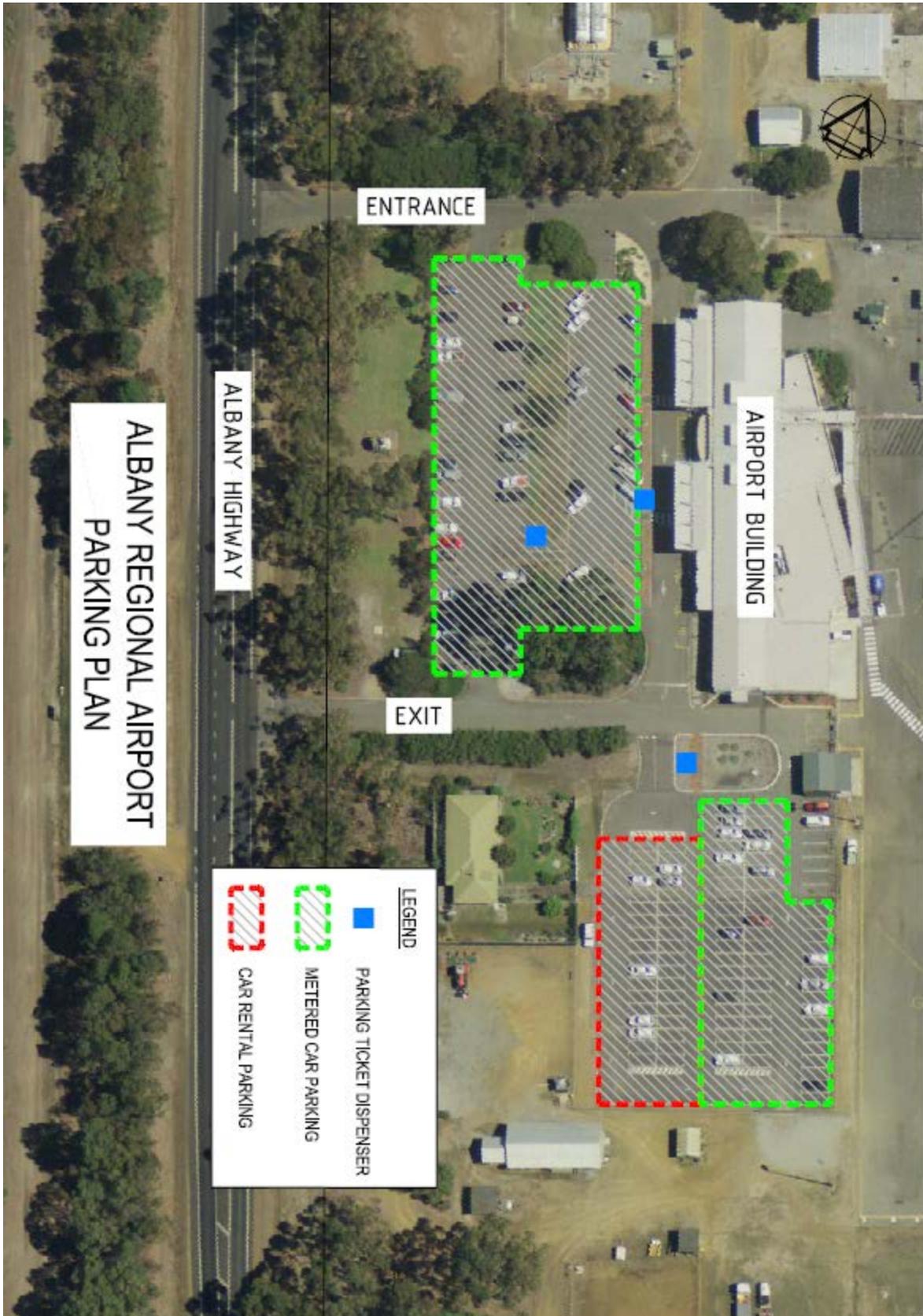
27. Council may resolve to:
- Not support the determination; or
 - Support the determination with modification.

SUMMARY CONCLUSION

28. Support of the proposed determination under the local law will allow staff implement metered parking at the Albany Regional Airport.

Consulted References	:	<i>City of Albany Local Government Parking and Parking Facilities Local Law 2012 (as amended).</i>
File Number (Name of Ward)	:	<i>(All Wards) – Albany Regional Airport</i>
Previous Reference	:	<i>Budget Adoption 2016/2017 and 2015/2016.</i>

AIRPORT PARKING PLAN (SCHEME)



ED046: ALBANY REGIONAL AIRPORT – RETIREMENT OF INSTRUMENT LANDING SYSTEM (ILS)

Land Description : Albany Regional Airport Drome WA 6330
Proponent : City of Albany
Owner : City of Albany
Report Prepared by : Manager Tourism Development and Services (M Bird)
Responsible Officer : Executive Director Commercial Services (C Woods)

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 Themes:** 2. Clean, Green & Sustainable
 - b. **Strategic Objectives:** 2.2 To maintain and renew city assets in a sustainable manner.
 - c. **Strategic Initiative:** 2.2.1 The maintenance, servicing and renewal of City's assets are environmentally and financially sustainable.

In Brief:

- City officers are seeking Council endorsement to authorise the retirement of the Instrument Landing System (ILS) at Albany Regional Airport.

RECOMMENDATION

ED046: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR HAMMOND

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 7-0

ED046: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council NOTE:

- (1) That the Instrument Landing System (ILS) at Albany Regional Airport is unserviceable and will be decommissioned.
- (2) That this capability is currently not required at the Albany Regional Airport; however new navigations aids will be implemented following consultation with airport users and other key stakeholders.

BACKGROUND

2. The Instrument Landing System (ILS) is an internationally normalized system for navigation of aircrafts upon the final approach for landing in conditions of limited or reduced visibility (i.e. heavy rain and/or very low cloud).
3. In short, aircraft require a visual sighting of the runway before attempting to land and the ILS allows aircraft a lower ceiling level to gain visibility of the airstrip, 280ft versus 500ft thereby improving the chance of landing in poor weather. An ILS will not guarantee a landing in all weather.
4. The initial installation of the ILS at Albany Regional Airport was in year 2001.
5. There are only two ILS in WA, Perth Airport and Albany Regional Airport.
6. The current system has reached the end of its design life, is currently not working and requires an estimated \$160,000 to repair.
7. The annual maintenance costs for the ILS are \$200,000 and this has been increasing as the equipment continues to age.
8. The City commissioned 2 reports for the replacement of the current ILS system. The first report "ILS Assessment for Albany Airport" was prepared by the current equipment maintenance provider Air Services Australia and estimated a \$3.3m cost to replace the current system with a new ILS version. The second report "ILS Feasibility Analysis" prepared by Keston Technologies and outlined the cost benefits for maintaining and eventually replacing the ILS at Albany Regional Airport.

DISCUSSION

9. The main benefits of the ILS are improved safety and reliability via increasing the ability of aircraft to land at Albany Airport during poor weather conditions.
10. The Keston report estimates that 155 aircraft per year use the system to aid in landing at Albany Airport.
11. There is very limited information on actual ILS use and the real economic benefit to be delivered so difficult to evaluate a serious cost-benefit.
12. Landing fee income from flying schools using Albany predominantly for the ILS has fallen significantly over the past 3 years.
13. The justification for retention of the ILS is largely from a safety perspective however a range of new and cheaper navigation aids are now available and considered better alternatives.
14. Annual maintenance costs for the past 5 years range from \$173k to \$205k pa with \$213k allocated for 16/17.
15. The current RPT provider Regional Express (Rex) has provided written feedback that the ILS is not required for their services at Albany Regional Airport.
16. The Royal Flying Doctor Service (RFDS) has provided written feedback advising that they support the City's decision to retire the current ILS and to not replace.
17. The City has advised ILS maintenance service provider Air Services Australia not to repair the current ILS.

GOVERNMENT & PUBLIC CONSULTATION

18. The City consulted with Regional Express, the Royal Flying Doctor Service, charter flight operators, Perth based flying schools, Air services Australia, and the WA State Government Aviation section of the Department of Transport. All of the above support the City's recommendation to retire the ILS at Albany Airport.

STATUTORY IMPLICATIONS

19. Nil

POLICY IMPLICATIONS

20. Nil

RISK IDENTIFICATION & MITIGATION

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

22. No immediate risks in regards to this report have been identified.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputation. Negative public safety perception may result if new navigations aids are not procured to replace the current system.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Clearly communicate the rationale. Note: Both Royal Flying Doctor Service and Rex have advised that the capability is not required at this time.</i>

FINANCIAL IMPLICATIONS

23. Annual maintenance costs for ILS over the past 5 years range from \$173k to \$205k pa with \$213k allocated for 16/17.

24. The ILS is currently not working and if repaired would cost in the order of \$160,000.

25. Council approving the retirement of the ILS will avoid these annual maintenance, immediate repair and the future \$3.3m replacement costs.

LEGAL IMPLICATIONS

26. Nil

ENVIRONMENTAL CONSIDERATIONS

27. Nil

ALTERNATE OPTIONS

28. Not applicable. Noting the purpose of this report is to inform Council on the rationale of an operational business decision.

SUMMARY CONCLUSION

29. The ILS at Albany Regional Airport has reached the end of its design life.

30. Current users and airport stakeholders support the City's recommendation to retire the current system.

31. Retirement of the ILS will avoid significant, immediate repair and ongoing costs.

Consulted References	:	ILS Assessment for Albany Airport – Air Services Australia ILS Feasibility Analysis – Keston Technologies
File Number (Name of Ward)	:	(All Wards) – Albany Regional Airport
Previous Reference	:	

12. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE COMMITTEE** – Nil.
13. **MEETING CLOSED TO PUBLIC:** Nil.
14. **NEXT MEETING DATE:** February 2017
15. **CLOSURE OF MEETING:** There being no further business the Chair declared the meeting closed at [9:05:15 PM](#).