



MINUTES

COMMUNITY AND CORPORATE SERVICES COMMITTEE

13 March 2018

6.00pm

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.

Community & Corporate Services Committee
Terms of Reference

Functions: The Committee is responsible for the following functions:

Community Services:

The delivery of “*Community Health & Participation Objectives*” contained in the City of Albany Strategic Plan:

- To build resilient and cohesive communities with a strong sense of community spirit.
- To create interesting places, spaces and events that reflect our community’s identity, diversity and heritage.
- To develop and support a healthy inclusive and accessible community.

Corporate Services:

Monitoring and commenting on the financial health and strategies of Council.

The delivery of “*Leadership Objectives*” contained in the City of Albany Strategic Plan:

- To establish and maintain sound business and governance structures.
- To provide strong, accountable leadership supported by a skilled & professional workforce.
- To engage effectively with our community.

Economic Development:

Considering and recommending to Council ways to strengthen the local Albany economy.

The delivery of “*Smart, Prosperous and Growing Objectives*” contained in the City of Albany Strategic Plan:

- To strengthen and grow our region’s economic base.
- To develop a smart city that supports economic growth.
- To develop and promote Albany as a unique and sought-after visitor location.

Governance:

- Review of Council's policies;
- Supporting Elected Members in their governance role;
- Developing amendments to existing, or new, local laws;
- Consideration of the Council's draft Strategic Plan;
- Consideration of the Council's draft Annual Report;
- Matters pertaining to the conduct of the Council's Annual General Meeting;
- Consideration of the proposed meeting schedule for Council and its Committees;
- Receiving reports from Council representatives on outside bodies, and from other bodies as determined by Council; and
- Considering matters not falling within the terms of reference of any other Council committee.

Service Complaint Internal Review:

- Responsible for reviewing unresolved service complaints, in accordance with the Service Complaints Policy.

It will achieve this by:

- Developing policies and strategies;
- Establishing ways to measure progress;
- Receiving progress reports;
- Considering officer advice;
- Debating topical issues;
- Providing advice on effective ways to engage and report progress to the Community; and
- Making recommendations to Council.

Membership: Open to all elected members

Meeting Schedule: Monthly

Meeting Location: Council Chambers

Directorates: Corporate & Community Services

Executive Officer(s): Executive Director Corporate Services,
Executive Director Community Services

Delegated Authority: None

COMMUNITY AND CORPORATE SERVICES COMMITTEE
MINUTES – 13/03/2018

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COMMUNITY AND CORPORATE SERVICES COMMITTEE
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1. DECLARATION OF OPENING

6.30pm 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	D Wellington
Councillors:	
Member	P Terry (Chair)
Member	R Hammond
Member	G Stocks
Member	R Stephens
Member	B Hollingworth
Member	E Doughty (Deputy Chair)
Member	J Shanhun
Member	T Sleeman
Member	S Smith
Member	A Goode JP
Member	A Moir
Member	R Sutton

Staff:	
Chief Executive Officer	A Sharpe
Executive Director Corporate Services	M Cole
Executive Director Community Services	S Kay
Executive Director Works & Services	M Thomson
Manager Finance	D Olde
Manager Recreation Services	S Stevens
Manager Business Development and Tourism	M Hammond
Communications & Events Manager	N Watson
Meeting Secretary	J Williamson

Apologies: Nil.

COMMUNITY AND CORPORATE SERVICES COMMITTEE
MINUTES – 13/03/2018

4. DISCLOSURES OF INTEREST

Name	Committee/Report Item Number	Nature of Interest
Mayor Wellington	CCS037	Financial. The Mayor has been invited to represent the City of Albany at an event in Peronne, France, commemorating Australian military presence in World War 1. The City has a reciprocal Friendship Agreement with Peronne. Mayor Wellington's travel and accommodation costs will be met by the City of Albany. The Mayor remained in the Chamber during the discussion for this item, but left the Chamber and was not present for the vote for this item.

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

6. PUBLIC QUESTION TIME No members of the public were in attendance.

7. PETITIONS AND DEPUTATIONS Nil.

8. CONFIRMATION OF MINUTES

RESOLUTION

**MOVED: COUNCILLOR DOUGHTY
SECONDED: COUNCILLOR SHANHUN**

THAT the minutes of the Community and Corporate Services Committee held on 12 February 2018, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 13-0

9. PRESENTATIONS Nil.

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS Nil.

CCS033: FINANCIAL ACTIVITY STATEMENT – JANUARY 2018

Proponent : City of Albany
Report Prepared by : Manager Finance (D Olde)
Responsible Officer : Executive Director Corporate Services (M Cole)

RECOMMENDATION

CCS033: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR STOCKS

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 13-0

CCS033: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Financial Activity Statement for the period ending 31 January 2018.

BACKGROUND

1. The Statement of Financial Activity for the period ending 31 January 2018 has been prepared and is attached.
2. In addition to the statutory requirement to provide Council with a Statement of Financial Activity, the City provides Council with a monthly investment summary to ensure the performance of the investment portfolio is in accordance with anticipated returns and complies with the Investment of Surplus Funds Policy.

DISCUSSION

3. In accordance with section 34(1) of the *Local Government (Financial Management) Regulations 1996*, the City of Albany is required to prepare each month a Statement of Financial Activity reporting on the revenue and expenditure of the local authority.
4. The requirement for local governments to produce a Statement of Financial Activity was gazetted in March 2005 to provide elected members with a greater insight in relation to the ongoing financial performance of the local government.
5. Additionally, each year a local government is to adopt a percentage or value to be used in Statements of Financial Activity for reporting material variances. Variations in excess of \$100,000 are reported to Council.
6. These financial statements are still subject to further yearend adjustments and have not been audited by the appointed auditor.

“Please note that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The ‘errors’ may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect.”

STATUTORY IMPLICATIONS

7. Section 34 of the *Local Government (Financial Management) Regulations 1996* provides:
- I. A local government is to prepare each month a statement of financial activity reporting on the source and application of funds, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail –
 - a. annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - b. budget estimates to the end of the month to which the statement relates;
 - c. actual amounts of expenditure, revenue and income to the end of the month to which the statement relate
 - d. material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - e. the net current assets at the end of the month to which the statement relates.
 - II. Each statement of financial activity is to be accompanied by documents containing –
 - a. an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - b. an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - c. such other supporting information as is considered relevant by the local government.
 - III. The information in a statement of financial activity may be shown –
 - a. according to nature and type classification;
 - b. by program; or
 - c. by business unit.
 - IV. A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –
 - a. presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - b. recorded in the minutes of the meeting at which it is presented.

POLICY IMPLICATIONS

8. The City's 2017/18 Annual Budget provides a set of parameters that guides the City's financial practices.
9. The Investment of Surplus Funds Policy stipulates that the status and performance of the investment portfolio is to be reported monthly to Council.

FINANCIAL IMPLICATIONS

10. Expenditure for the period ending 31 January 2018 has been incurred in accordance with the 2017/18 proposed budget parameters.
11. Details of any budget variation in excess of \$100,000 (year to date) follow. There are no other known events which may result in a material non recoverable financial loss or financial loss arising from an uninsured event.

File Number (Name of Ward)	FM.FIR.7 - All Wards
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CCS034: LIST OF ACCOUNTS FOR PAYMENT – FEBRUARY 2018

Business Entity Name : City of Albany
Attachments : List of Accounts for Payment
Report Prepared By : Manager Finance (D Olde)
Responsible Officers: : Executive Director Corporate Services (M Cole)

RECOMMENDATION

CCS034: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SMITH
SECONDED: COUNCILLOR HOLLINGWORTH

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 13-0

CCS034: RESPONSIBLE OFFICER RECOMMENDATION

THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 February 2018 totalling \$5,758,844.72 be RECEIVED.

BACKGROUND

1. Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's municipal and trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the Chief Executive Officer is to be provided to Council.

DISCUSSION

2. The table below summarises the payments drawn from the municipal fund for the period ending 15 February 2018. Please refer to the Attachment to this report.

Municipal Fund	
Trust	\$10,798.86
Credit Cards	\$14,820.74
Payroll	\$1,899,480.29
Cheques	\$73,966.64
Electronic Funds Transfer	\$3,759,778.19
TOTAL	\$5,758,844.72

As at 15 February 2018, the total outstanding creditors, stands at \$616,076.31 and made up as follows:

Current	\$534,190.77
30 Days	\$39,871.78
60 Days	\$20,480.90
90 Days	\$712.67
TOTAL	\$616,076.31
Cancelled Cheques	Nil

STATUTORY IMPLICATIONS

3. Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996*, provides that payment may only be made from the municipal fund or a trust fund if the Local Government has delegated this function to the Chief Executive Officer or alternatively authorises payment in advance.
4. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
5. Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments must be presented to Council and recorded in the minutes.

POLICY IMPLICATIONS

6. Expenditure for the period to 15 February 2018 has been incurred in accordance with the 2017/2018 budget parameters.

FINANCIAL IMPLICATIONS

7. Expenditure for the period to 15 February 2018 has been incurred in accordance with the 2017/2018 budget parameters.

CONCLUSION

8. That list of accounts have been authorised for payment under delegated authority.
9. It is requested that any questions on specific payments are submitted to the Executive Director Corporate Services by 4pm of the day prior to the scheduled meeting time. All answers to submitted questions will be provided at the Committee meeting. This allows a detailed response to be given to the Committee in a timely manner.

File Number (Name of Ward)	:	FM.FIR.2 - All Wards
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CCS035: DELEGATED AUTHORITY REPORTS

Proponent : City of Albany
Attachments : Executed Document and Common Seal Report
Report Prepared by : Personal Assistant to the ED Corporate Services (H Bell)
Responsible Officer : Chief Executive Officer (A Sharpe)

RECOMMENDATION

CCS035: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR STEPHENS
SECONDED: COUNCILLOR MOIR

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 13-0

CCS035: RESPONSIBLE OFFICER RECOMMENDATION

THAT the Delegated Authority Reports 16 January 2018 to 15 February 2018 be RECEIVED.

CCS036: LOWER GREAT SOUTHERN ECONOMIC ALLIANCE - UPDATE

Proponent / Owner : Lower Great Southern Alliance
Attachment : Lower Great Southern Alliance Minutes – 7 September
Report Prepared By : Executive Director Corporate Services (M Cole)
Responsible Officers: : Chief Executive Officer (A Sharpe)

Lower Great Southern Economic Alliance Terms of Reference

The Alliance is comprised of representatives from the City of Albany, Shires of Denmark and Plantagenet.

The Alliance was formed to promote collaborative economic development in the region. Advocacy, Economic Development and Tourism and Resource Efficiency.

CCS036: RESOLUTION

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR DOUGHTY

THAT the Committee NOTE the minutes of the Lower Great Southern Economic Alliance meeting held 8 February 2018 as outlined in Attachment 1.

CARRIED 13-0

Consulted References	:	Lower Great Southern Economic Alliance (LGSEA) Memorandum of Understanding dated July 2015
File Number (Name of Ward)	:	All Wards
Previous Reference	:	Nil

CCS037: INVITATION FOR MAYOR TO VISIT TO PERONNE (FRANCE)

Proponent / Owner	: City of Albany
Attachments	: 1 – Invitation from David de Sousa – Chef de pole culturel 2 – Civic Affiliations Policy
Report Prepared By	: Executive Director Corporate Services (M Cole)
Responsible Officers:	: Chief Executive Officer (A Sharpe)

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
 - **Theme 2:** Smart Prosperous and Growing.
 - **Objective 2.1:** To strengthen and grow our region’s economic base.
 - **Community Priority 2.1.1:** Work with business and other stakeholders to attract investment; diversify the economy; create jobs and support small business growth.

In Brief:

- The City of Albany has a friendship agreement with Peronne (France) based on Albany’s ANZAC military heritage. The agreement was signed in Peronne on 1 November 2008.
- The Mayor has been invited to attend an event celebrating Australian military presence in World War 1 being held in Peronne between 31 August and 2 September 2018.
- Under the Civic Affiliations Policy Council approval for any delegation recommended by the Mayor is required.

**The Mayor participated in the discussion on this item. The Mayor left the Chamber following discussion and was not present for the vote on this item.*

RECOMMENDATION

CCS037: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR STEPHENS**

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CCS037: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council ENDORSE Mayor Wellington’s visit to Peronne, France between 31 August and 2 September 2018.

BACKGROUND

2. The City of Albany has a friendship agreement with Peronne (France) based on Albany’s ANZAC military heritage.
3. Peronne is holding a calendar of events throughout 2018 to commemorate the 100 year anniversary of the end of World War 1.
4. An event celebrating Australian military presence being held in Peronne between 31 August and 2 September 2018, will also pay respect to ANZAC and the importance of Albany as part of this history.

DISCUSSION

5. The friendship agreement between Peronne and the City of Albany is one of five active affiliations established under the Civic Affiliations Policy.
6. Under the policy, the Council will foster its affiliations in the following ways:
 - a. Subject to prior Council approval, one visit to each endorsed affiliate in every four year Mayoral term provided that the relationship is active and reciprocal.
 - b. The composition of the delegation is subject to Council approval upon recommendation of the Mayor; and it will be led by the Mayor.
 - c. Partners of delegates must travel at their own expense.
7. Peronne have offered to provide accommodation and transport for the visiting delegation, however it is recommended the City meet with the full cost for travel and accommodation.

GOVERNMENT & PUBLIC CONSULTATION

8. To ensure compliance with the requirement of dealing with gifts and contributions to travel, it is recommended the City meet the cost for travel and accommodation.
9. This report is presented and is in accordance with the Civic Affiliations Policy.

STATUTORY IMPLICATIONS

10. Nil

POLICY IMPLICATIONS

11. Under the Civic Affiliations Policy, Council approval for each visit is required.
12. The composition of the delegation is subject to Council approval upon recommendation of the Mayor; and it will be led by the Mayor.
13. Partners of delegates must travel at their own expense.
14. This report is seeking approval for the Mayor to visit Peronne.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<p>Business Operation, Reputation & Financial. <i>Risk: If Council does not support an active follow up to this cultural exchange, potential trading and investment opportunities could be lost.</i></p>	Possible	Moderate	Medium	<p><i>Council endorses the Executives Recommendation to provide ongoing engagement and support of activities that promote education, business and investment opportunities.</i></p>
<p>Opportunity: <i>Consistency and understanding of rules for both councillors and staff that pertain to travel and accommodation expenditure.</i></p>				

FINANCIAL IMPLICATIONS

16. The cost per delegate to visit Peronne is estimated at \$5,000 inclusive of airfares, accommodation and transfers from Paris to Peronne.

LEGAL IMPLICATIONS

17. Nil

ENVIRONMENTAL CONSIDERATIONS

18. Nil

ALTERNATE OPTIONS

19. The purpose of this report is to seek Council endorsement for the Mayor to visit Peronne in August/September 2018. Council may choose not to support this visit.

CONCLUSION

20. The visit to Peronne is supported and Council's endorsement is recommended.

Consulted References	:	Civic Affiliations Policy
File Number (Name of Ward)	:	ED.INR.5
Previous Reference	:	Not applicable

**CCS038: WESTERN AUSTRALIAN FOOTBALL LEAGUE (WAFL)
EVENT**

Business Entity Name : City of Albany, WAFL.
Report Prepared By : Executive Director Community Services (S Kay)
Responsible Officers: : Executive Director Community Services (S Kay)

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany (COA) Strategic Community Plan:
 - **Theme: 4.** Community Health and Participation
 - **Objectives:**
 - **4.2** To create interesting places, spaces and events that reflect our community's identity
 - **4.3** To develop and support a healthy inclusive and accessible community
 - **Community Priorities:**
 - **4.2.2** Maintain infrastructure and deliver programs that promote Albany's unique heritage, engender civic pride and leave a lasting memory
 - **4.3.1** Develop a range of activities and facilities that connect people, promote a healthy community and are appropriate for all ages

In Brief:

- The Centennial Sports Stadium was constructed in 2016 - 2017 as part of the \$27 million Centennial Park Precinct Stage 1 Project.
- The current occupants Centennial Stadium Incorporated have leased the stadium from the COA for a period of up to 15 years and is the joint home of the Royals and Albany Football Clubs.
- Negotiations with WAFL have secured an away home fixture between Claremont and South Fremantle for 28 April 2018 at the Centennial Stadium.
- This event is being branded as part of the Anzac 2018 program.
- Councillors have been provided with a separate memorandum outlining the financial cost and sponsorship arrangement associated with the event.

RECOMMENDATION

CCS038: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR SMITH

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-1

Record of Vote

Against the Motion: Councillor Goode

CCS038: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council NOTE and ENDORSE the proposed programming of a Western Australian Football League game in Albany on 28 April 2018 supported by the City of Albany.

BACKGROUND

2. The football community in the Lower Great Southern has strong representation with over 2,500 community members involved in the sport through playing, administration and community support.
3. In October 2017 the City of Albany presented a proposal to the Claremont Football Club to host a home game in Albany during the 2018 season.
4. The Council was briefed on this proposal. The fixture provided an opportunity to showcase the newly built Centennial Stadium and sporting precinct and allow community members to view and enjoy the new community facility.
5. The football stadium has all the requirements for hosting a WAFL or Australian Football League (AFL) football game.

DISCUSSION

6. The new constructed facilities at Centennial Stadium include a 442 seat grandstand, full kitchen and bar, broadcast facilities, coaching and official boxes, full disability access amenities, external fencing to manage crowds and gate takings and full sized AFL field.
7. The City's proposal was submitted to the Claremont Football Club with a view to strengthening links with based on the number of Great Southern players who are members of the current and past league teams.
8. The collaboration is also aimed at developing talent pathways for future aspiring athletes. This proposal was developed to coincide with a range of activities such as coaching development and clinics for young players as well as a viewing of the National Anzac Centre.
9. This proposal was accepted and endorsed by the Claremont Football Club Board in November 2017 and officially a fixture by the WAFL in late December 2017.

Activities

10. The draft program for the WAFL event includes:

Thursday 26th April 2018

- Coaches Seminars
- Leadership and Development Seminar

Friday 27th April 2018

- Proudlove Junior Clinic
- Welcome Function at the National Anzac Centre for players, guests and sponsors

Saturday 28th April 2018

- AFL Auskick Games at half time of all fixtures
- Great Southern Storm u15s v Upper Great Southern u15's
- Great Southern Storm v Claremont Development Squad
- Claremont FC v South Fremantle FC (WAFL Game)
- Award Presentations

GOVERNMENT & PUBLIC CONSULTATION

11. N/A

STATUTORY IMPLICATIONS

12. N/A

POLICY IMPLICATIONS

13. The City of Albany Sponsorship Guidelines establishes the principles for sponsorship agreements entered into between the City and other parties.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Business Operation, Reputation & Financial. <i>Risk: Potential loss of revenue.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Comprehensive marketing, promotion and sponsorship program</i>
Opportunity: <i>To successfully host a WAFL game as a precursor to an annual or biannual event.</i>				

FINANCIAL IMPLICATIONS

15. The WAFL game and activities will be funded through various sources such as gate takings, possible WAFL Commission support, City of Albany Sports and Recreation and Events Programs and Sponsorship. Possible sponsors are currently being canvassed.

LEGAL IMPLICATIONS

16. Nil

ENVIRONMENTAL CONSIDERATIONS

17. The events will occur at the newly constructed stadium built to accommodate WAFL or AFL games and conducted as per the usual football activities.

ALTERNATE OPTIONS

18. N/A

CONCLUSION

19. The WAFL fixture will provide an opportunity to host a high profile football game and showcase the new football stadium in 2018 to coincide with the conclusion of the Anzac Centenary Commemorations. This will facilitate further programming of State or Interstate football games into the future years.

Consulted References	:	Nil
File Number (Name of Ward)	:	All Wards
Previous Reference	:	Not applicable.

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN Nil.

12. MEETING CLOSED TO THE PUBLIC Nil.

13. CLOSURE

There being no further business the Chair declared the meeting closed at 7.17PM.

(Unconfirmed Minutes)

Councillor P Terry
CHAIR