



MINUTES

COMMUNITY AND CORPORATE SERVICES COMMITTEE

10 April 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

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1. DECLARATION OF OPENING

The Chair declared the meeting of the Community and Corporate Services Committee open at 6.00pm

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

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:

Executive Director Corporate Services	M Cole
Executive Director Community Services	S Kay
Executive Director Works & Services	M Thomson
Manager Finance	D Olde

Meeting Secretary C Crane

Apologies:

Mayor	D Wellington
Chief Executive Officer	A Sharpe

4. DISCLOSURES OF INTEREST

Name	Committee/Report Item Number	Nature of Interest
Nil.		

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

6. PUBLIC QUESTION TIME – Nil.

7. PETITIONS AND DEPUTATIONS – Nil.

8. CONFIRMATION OF MINUTES

MOTION

**MOVED: COUNCILLOR GOODE
SECONDED: COUNCILLOR MOIR**

THAT the minutes of the Community and Corporate Services Committee held on 13 March 2018, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 12 - 0

9. PRESENTATIONS – Presentation by RSL re ANZAC 2018.

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS – Nil.

CCS041: FINANCIAL ACTIVITY STATEMENT – FEBRUARY 2018

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

RECOMMENDATION

CCS041: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SMITH
SECONDED: COUNCILLOR SUTTON

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CCS041: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Financial Activity Statement for the period ending 28 February 2018.

BACKGROUND

1. The Statement of Financial Activity for the period ending 28 February 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 28 February 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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CCS042: LIST OF ACCOUNTS FOR PAYMENT – MARCH 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

CCS042: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR STEPHENS
SECONDED: COUNCILLOR HOLLINGWORTH

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CCS042: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 March 2018 totalling \$6,806,791.25.

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 March 2018. Please refer to the Attachment to this report.

Municipal Fund	
Trust	
Credit Cards	\$43,536.89
Payroll	\$1,273,219.39
Cheques	\$65,400.63
Electronic Funds Transfer	\$5,424,634.34
TOTAL	\$6,806,791.25

As at 15 March 2018, the total outstanding creditors, stands at \$719,680.24 and made up as follows:-

Current	\$646,288.62
30 Days	\$69,896.82
60 Days	\$2,897.70
90 Days	\$597.10
TOTAL	\$719,680.24
Cancelled Cheques	Nil

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 March 2018 has been incurred in accordance with the 2017/2018 budget parameters.

FINANCIAL IMPLICATIONS

7. Expenditure for the period to 15 March 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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CCS043: 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

CCS043: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SHANHUN
SECONDED: COUNCILLOR HOLLINGWORTH

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CCS043: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Delegated Authority Reports 16 February 2018 to 15 March 2018.

**CCS044: COMMUNITY SPORTING AND RECREATION FACILITIES FUND
2017/2018 SMALL GRANT ROUND APPLICATIONS**

Proponent : King River Pony Club
Attachments : King River Pony Club - Correspondence and Project Assessment Sheet; Policy for Community Sport and Recreation Facilities Small Grant Funding Policy
Report Prepared by Recreation Services Manager (S Stevens)
Responsible Officer(s): : Executive Director Community Services (S Kay)

STRATEGIC IMPLICATIONS

1. The ranking and provision of financial support to the Community Sporting and Recreation Facilities Fund Annual and Forward Planning Grant Round Applications relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
 - a. **Key Theme:** 4. A Sense of Community
 - b. **Strategic Objective:** 4.2 To create interesting places, spaces and events that reflect our community's identity, diversity and heritage
 - c. **Strategic Initiative:** 4.2.1 Sport & Recreation Infrastructure

In Brief:

- To seek Council endorsement of the priority ranking for the submitted Community Sport and Recreation Facility Fund (CSRFF) Small Grant funding round.
- To seek Council support to provide funding assistance in line with the Council Policy of the Community Sports & Recreation Facilities King River Pony Club project upon return of successful CSRFF Annual Grant application.
- The Capital Seed Reserve Fund has been established to assist with leveraging State Government funds for sporting clubs. Funds from unsuccessful grant applications are returned to the Capital Seed Reserve Fund to be reused for other grant applications.
- The total projected costs for the King River Pony Club project is \$28,050.00 (GST exc)

RECOMMENDATION

CCS044: COMMITTEE RECOMMENDATION 1

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR SMITH

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CCS044: RESPONSIBLE OFFICER RECOMMENDATION 1

THAT Council RANK the CSRFF Small Grant application in the following order for the CSRFF July 2018 Funding Round:

1. King River Pony Club – Design and build new jumps for Cross Country Course (rank one of one)

CCS041: COMMITTEE RECOMMENDATION 2

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR SMITH

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CCS041: RESPONSIBLE OFFICER RECOMMENDATION 2

That Council APPROVE a total of \$9,350.00 (exc. GST) from the 2017/2018 budget to the King River Pony Club community sporting project as the Councils commitment upon successful CSRFF Annual grant application.

BACKGROUND

2. The Community Sport and Recreation Facilities Fund (CSRFF) administered by the Department of Local Government, Sport and Cultural Industries has three rounds of available funds including:
 - Small Grant Funding Round (Winter)
 - Annual and Forward Planning Funding Round
 - Small Grant Funding Round (Summer)
3. The CSRFF program is a \$12 million program. All three rounds are often oversubscribed and clubs may need to reapply on a number of occasions to be successful.
4. The Small Grants Round targets community sport projects where the financial value of the total project is up to \$200,000 and is delivered within a 12 month period.
5. Applicants must be either a local government authority or a not-for-profit sport or community organisation incorporated under the WA Associations Incorporation Act 1987.
6. Clubs and local government authority must demonstrate equitable access to the public on a short term and casual basis.
7. The land on which the facility is to be developed must be one of the following:
 - Crown reserve
 - Land owned by a public authority
 - Municipal property
 - Land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public.
8. The Local Government has an opportunity to assess all relevant applications and to rank applications in priority order for the municipality.

9. Whilst there is no obligation for Local Government to contribute to the community sporting projects local government is viewed as a key funding partner in supporting improved community sporting amenities.
10. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation application form calls for applications to be initially submitted to the Local Government within which the project proposal is located.
11. An element of the assessment process involves Council consideration and priority ranking of applications received. The applications are then submitted to the Department of Local Government, Sport and Cultural Industries – Sport and Recreation on behalf of the applicants prior to March 30 2018.
12. Once the assessment process from Local Government Authorities are complete all applications received from Western Australian organisations are assessed by the relevant State Sporting Association and the Department of Local Government, Sport and Cultural Industries – Sport and Recreation CSRFF Committee against a number of criteria, with the final decision on funding being at the discretion of the Minister for Sport and Recreation.

DISCUSSION

13. The grant guidelines require Council to provide a ranking for the projects.
14. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation provides guidance for Local Government Authorities to assess each submission. This assessment uses the following criteria and a project rating of satisfactory/unsatisfactory or not relevant:
 - Project justification
 - Planned approach
 - Community input
 - Management planning
 - Access and opportunity
 - Design
 - Financial viability
 - Coordination
 - Potential to increase physical activity
 - Sustainability

With overall project rating, being:

 - Well planned and needed by municipality
 - Well planned and needed by applicant
 - Needed by municipality, more planning required
 - Needed by applicant, more planning required
 - Idea has merit, more planning work needed
 - Not recommended
15. Projects are ranked on the strength of the application, participation numbers, and ability to increase physical activity and potential impact as well as consultation with the Department of Local Government, Sport and Cultural Industries – Sport and Recreation and the applicant.
16. The City of Albany has received only one (1) Small Grant Application this round. The following additional information is provided about the project and funding application:

King River Pony Club – Design and Build new jumps for Cross Country Course

17. The funding application is a Small Grant Application to design and build new jumps for the Cross Country Course at the King River Pony Club.
18. King River Pony Club facilities are used by the Great Southern Riders Squad and Albany, Denmark, Plantagenet, Kojonup and Esperance Pony Club and other equestrian clubs affiliated with Equestrian Australia.

2015/16	King River Pony Club	51 - 66
2016/17	King River Pony Club	66 - 60
2017/18	King River Pony Club	60 – 50

19. King River Pony Club forms part of the Pony Club Association of Western Australian Great Southern Zone and is one of number of equestrian clubs in Albany.
20. The course is over 15 years old and a number of the existing obstacles no longer meet recognised safety requirements. The redevelopment will directly impact on the club's and the region's ability to deliver their sport and competitions.
21. Department of Local Government, Sport and Cultural Industries – Sport and Recreation Great Southern Regional Manager assessed the project as having a medium priority.
22. The below ranking recommendation has been provided based on the applicant meeting the required criteria and its overall project ranking:

RANK	ORGANISATION	PROJECT DETAIL	OVERALL PROJECT RATING
1	King River Pony Club	King River Pony Club – design and build new jumps for Cross Country Course	Well planned and needed by the applicant.

23. Correspondence requesting financial assistance and a completed Officers Project Assessment Sheet for the project application is attached.

GOVERNMENT & PUBLIC CONSULTATION

24. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation Regional Manager for the Great Southern has been consulted with by the City of Albany (February 2018).
25. The City of Albany has conducted site visits (February 2018) and consulted with the club benefiting from this Community Sporting project.

STATUTORY IMPLICATIONS

26. There is no statutory requirement.
27. Council Officers assess each project and make a recommendation for the ranking of projects based on the Department of Local Government, Sport and Cultural Industries criteria and strategic overview.
28. Council has the opportunity to provide a recommendation that ranks applications in priority order for the City of Albany.

29. It should be noted that the Department of Local Government, Sport and Cultural Industries – Sport and Recreation will make the final decision on funding allocation.

POLICY IMPLICATIONS

30. The Recreation Planning Strategy adopted in 2008 has been applied in ranking this submission.

31. The Community Sports and Recreation Facilities Small Grant Funding Policy has been applied in the assessment and recommendations.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputation & Community Property <i>Failure to secure required funding may result in the condition of the amenities deteriorating to an unsafe condition</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>Council can choose to support the funding application, or work with City officers to source other funding streams.</i>
Reputation & Financial <i>Failure to upgrade facilities may result in community missed economic and social opportunities.</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>Support the funding application, or work with City officers and club to source other funding streams.</i>
Reputation & Financial <i>Failure to distribute the Councils Financial Support in an equitable and sustainable manner may result in community dissatisfaction or projects not going ahead.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Support the officer’s recommendation, or work with City officers to deliver an equitable allocation of funding.</i>

FINANCIAL IMPLICATIONS

33. The City allocated a total of \$75,000 Capital Seed Funding for Sporting Clubs in the 2017/2018 financial year to assist in the development and maintenance of community sporting infrastructure as determined through the CSRFF funding process.

34. The Capital Seed Reserve Fund has been established to assist with leveraging State Government funds for sporting clubs. Funds from unsuccessful grant applications are returned to the Capital Seed Reserve Fund to be reused for other grant applications.

35. The total projected costs for the King River Pony Club project is \$28,050.00 (GST exc)

36. The club is requesting one third from Department of Local Government, Sport and Cultural Industries – Sport and Recreation (\$9,350) and one third from the City of Albany (\$9,350). The remaining one third costs will be contributed by the club (\$9,350).

37. This is the final Small Grants round for 2017/2018 financial year. The next Small Grant round is July 2018.

38. The King River Pony Club application draws down on the current capital seed fund. If the application is successful there will be \$61,650 remaining.

39. If the application is unsuccessful, the club can reapply in the next round.

40. The recent CSRFF Forward and Annual funding application to replace the Hockey Turf was unsuccessful. The City can reapply in the next Forward and Annual Funding round (Closes September 2018) and the remaining \$61,650 from 2017/2018 will be available to support the project as per Council Item CCC058. This project will be resubmitted to Council for priority ranking and approval of financial assistance.

LEGAL IMPLICATIONS

41. Nil

ENVIRONMENTAL CONSIDERATIONS

42. There are no environmental impacts associated with the project.

ALTERNATE OPTIONS

43. Council can choose not to provide funding assistance for this project.
44. Council can choose to provide more or less funding assistance to this project.

SUMMARY CONCLUSION

45. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation provides local government with an opportunity to assess received applications and to rank applications in priority order for the municipality.
46. This project meets the criteria provided by the Department of Local Government, Sport and Cultural Industries – Sport and Recreation. It is considered well planned and needed by the applicant. Council is required to endorse the officers ranking. City officers have ranked the application as the number one (1) priority.
47. Council may consider capping its financial contribution or sourcing alternate means to meet budget allocations.
48. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation requires a response from the City of Albany on the priority ranking order by 30 March 2018.

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

CCS045: BUILDING BETTER REGIONS FUND ROUND 2 APPLICATION(S)

- Proponent / Owner** : City of Albany
- Supplementary Information & Councillor Workstation** : *Commercial-in-Confidence: Middleton Beach Foreshore Enhancement Building Better Regions Round 2 Funding Application and, Albany: Kinjarling Connect 2026 Building Better Regions Round 2 Funding Application will be distributed under confidential cover in accordance with section 5.23(c) of the Local Government Act 1995.*
- Report Prepared By** : Executive Director Corporate Services (M. Cole)
- Responsible Officers:** : Chief Executive Officer (A. Sharpe)

Councillor Hammond left the Chamber at 6.44pm and returned to the Chamber at 6.47pm

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 2.1.1:** To strengthen and grow our region's economic base
 - **Community Priority:** Work with business and other stakeholders to attract investment; diversify the economy; create jobs and support small business growth

In Brief:

- ENDORSE and NOTE the *Middleton Beach Foreshore Enhancement* funding application to the Building Better Regions Fund, Round 2 (BBRF), including the City of Albany matched funding commitment should the application be successful.
- ENDORSE and NOTE the *Albany: Kinjarling Connect 2026* funding application to the Building Better Regions Fund, Round 2 (BBRF), including the City of Albany matched funding commitment should the application be successful.

CCS045: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR HAMMOND
SECONDED: COUNCILLOR SLEEMAN

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

RECOMMENDATION

CCS045: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

- (1) ENDORSE the Chief Executive Officers' application(s) to the Building Better Regions Fund (BBRF), Round Two (2) for:
 - a. Middleton Beach Foreshore Enhancement; and
 - b. Albany: Kinjarling Connect 2026.
- (2) NOTE the financial allocation requirement from the City of Albany should the funding application(s) be successful:
 - a. Middleton Beach Foreshore Enhancement - \$2,043,500; and
 - b. Albany: Kinjarling Connect 2026 - \$6,297,000
- (3) NOTE that should either of the BBRF application(s) be successful:
 - a. The City will advocate for further funding to minimise the City's direct financial commitment to the project;
 - b. Further Reports to Council will be prepared regarding phased financial allocations in future financial years; and
 - c. Further consultation will be undertaken with key community stakeholders through the detailed design development processes.

BACKGROUND

2. The \$297.7 million Building Better Regions Fund supports the Australian Government's commitment to create jobs, drive economic growth and build stronger regional communities into the future.
3. The program will run over four years from 2016-17 to 2019-20.
4. The program has been designed to achieve the following outcomes in regional and remote communities:
 - Create jobs;
 - Have a positive impact on economic activity, including Indigenous economic participation through employment and supplier-use outcomes;
 - Enhance community facilities;
 - Enhance leadership capacity; and
 - Encourage community cohesion and sense of identity.
5. The program will fund projects in regional Australia outside the major capital cities of Sydney, Melbourne, Brisbane, Perth, Adelaide, and Canberra.
6. The Infrastructure Projects Stream will support projects which involve the construction of new infrastructure, or the upgrade or extension of existing infrastructure that provide economic and social benefits to regional and remote areas.
7. The City of Albany unsuccessfully made application to Round One (1) of this Funding program for the Middleton Beach Foreshore Enhancement Project and the Amazing South Coast City Centre Project.

8. At an Elected Member Strategic Workshop held with City Officers on 21 November 2017 it was determined that Officers should prepare two (2) applications to the Round two (2) BBRF program as follows:
 - a. Middleton Beach Foreshore Enhancement; and
 - b. Consolidated application encompassing the Middleton Beach Foreshore Enhancement project and the Amazing South Coast City Centre project (noting that on submission, this project title changed to, Albany: Kinjarling Connect 2026).
9. Both applications included the Middleton Beach Foreshore Enhancement and as such are mutually exclusive i.e. only one (1) application could be supported.

DISCUSSION

Middleton Beach Foreshore Enhancement: BBRF Round 2 Application

10. The Middleton Beach Foreshore Enhancement - BBRF Round 2 Application resubmitted the core facets of the Round 1 Application, with the following amendments:
 - a. Feedback received from the grant assessor for the Round 1 Application was incorporated; and
 - b. The Project Scope, Budget and Timeline were amended to reflect available leveraged funding and revised BBRF timelines.
11. Fundamental aspects of the Round 1 Application remain, including:
 - a. Integrated Coastal protection;
 - b. High Quality Public Realm Amenity;
 - c. Public Open Space; and
 - d. Cohesive precinct design and critical links with the Commercial Activity Centre, Mounts precinct (including National Anzac Centre), Waterfront Precinct and City Centre.
12. The Middleton Beach Foreshore Enhancement - BBRF Round 2 Application was submitted on 19 December 2017 with an announcement expected early in FY18/19.

Albany: Kinjarling Connect 2026: BBRF Round 2 Application

13. The Amazing South Coast City Centre BBRF Round 1 Application was unsuccessful and was not resubmitted.
14. Based on feedback received from the grant assessor for the Round 1 Application and outcomes of an Elected Member Strategic Workshop held with City Officers on 21 November 2017, it was determined that a consolidated application should be developed incorporating the Middleton Beach Foreshore Enhancement and key aspects of the Amazing South Coast City Centre Application.
15. A Project and Application was developed entitled, Albany: Kinjarling Connect 2026.
16. Key facets of the Application include:
 - a. A focus on the Bicentenary of Albany as well as Indigenous culture and heritage;
 - b. Developing a distinctive cultural narrative for Albany interlinking development precincts; and
 - c. Integrating and connecting five (5) key development precincts including: City Heart, Waterfront City Link, Marine Drive and Parklands, Coastal Walk and Botanic Gardens, and Middleton Beach Foreshore.
17. The Albany: Kinjarling Connect 2026 BBRF Round 2 Application was also submitted on 19 December 2017 with an announcement expected early in FY18/19.

GOVERNMENT & PUBLIC CONSULTATION

18. **Government:** The City has undertaken consultation and engagement with a significant volume of Government agencies across both BBRF applications including but not limited to: Landcorp, Department of Planning, State Heritage Office, Department of Local Government, Sport and Cultural Industries, Department of Transport; Southern Port Authority, and Great Southern Development Commission.
19. **City of Albany:** The projects were identified and agreed at the Elected Member Strategic Workshop held with City Officers on 21 November 2017. The projects had also been previously identified with Elected Members as priorities for funding application advancement through the former National Stronger Regions Funding Program and BBRF Round.
20. **Community Groups:** Consultation with community groups has been undertaken across both applications as well as building upon consultation for the BBRF Round 1 Application(s). A sample of key stakeholder groups that have been engaged include the Middleton Beach Users Group, Albany Heritage Reference Group, Local Sporting and Community Groups, Schools, Businesses as well as the NGO membership sector.
21. Should the City be successful with the BBRF application further consultation will be undertaken with key community stakeholders through the detailed design development process.

STATUTORY IMPLICATIONS

22. The voting requirement of Council is to be a Simple Majority.

POLICY IMPLICATIONS

23. Should the project be supported and funding become available, Federal, State and Local policies would apply to the project implementation.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputation. Council could choose not to endorse the Officers recommendation	Possible	Major	High	Multiple Council briefings conducted to ensure Council are fully aware of the project dimensions and requirements.
Reputation. If the project is not funded by BBRF, the project will not progress.	Possible	Moderate	Medium	City officers to notify all stakeholders and continue advocating for alternative funding sources.
Reputation. The project awareness raises community expectations that the project will be implemented irrespective of funding being approved.	Possible	Major	High	Seek reasoning from the funding body and communicate to all stakeholders. Continue advocating for alternative funding sources to complete the project. Develop media and Communication Strategy to manage community expectations.

FINANCIAL IMPLICATIONS

Middleton Beach Foreshore Enhancement

25. The total project has been costed at \$9,027,000.

26. The BBRF program requests matched funding from applicants. The Application documented contributions as follows:

a. Federal Government (BBRF):	\$4,513,500
b. Leveraged Funding (Landcorp):	\$2,470,000
c. City of Albany:	\$2,043,500

Albany: Kinjarling Connect 2026

27. The total project has been costed at \$20,517,000.

28. The BBRF program requests matched funding from applicants. The Application documented contributions as follows:

a. Federal Government (BBRF):	\$10,000,000
b. Leveraged Funding (Landcorp, Lotterywest, GSDC):	\$4,220,000
c. City of Albany	\$6,297,000

Phasing Budget Allocations and Advocacy

29. Should either project be successful in securing funding through BBRF, there is potential financial implications over three financial years (i.e. FY2018/2019, FY2019/2020, FY2020/2021). The acceptance of any external funds will commit the Council to making an allocation in relevant budgets to complete the project should Council choose to progress to a contract with the Funding Body.

30. Subject to funding success, the City will advocate for further funding to minimise the City's financial commitment.

LEGAL IMPLICATIONS

31. The project will be subject to approvals under the *Heritage of Western Australia Act 1990*.

ENVIRONMENTAL CONSIDERATIONS

32. There are no direct environmental considerations related to this item.

ALTERNATE OPTIONS

33. Council may choose not to support the Middleton Beach Foreshore Enhancement or Albany: Kinjarling Connect 2026 Application(s).

CONCLUSION

Middleton Beach Foreshore Enhancement

34. Stakeholder and community feedback demonstrates strong support for improving the Middleton Beach public realm.

35. The timing of this work allows tie-in to works that will be required to develop the hotel site. The works will considerably improve the public realm and establish a world-class precinct.

36. Should the work not be undertaken, a significant financial commitment to protect the public realm will still be required in future years, but without Landcorp assistance.

Albany: Kinjarling Connect 2026

37. Stakeholder and Community feedback demonstrates strong support for all aspects of the Albany: Kinjarling Connect 2026 project.
38. The project is consistent with recent and current development in Albany including the Mounts Precinct, Town Square, Stirling Terrace, Visitor Centre relocation and York Street enhancement.
39. The project will consolidate a number of precincts, lay the foundation for activity in 2026 and support regional growth and identity.

Consolidated Summary

40. Both BBRF Round 2 Projects will stimulate and attract investment as well as contribute to the economic diversification of the region.
41. Council endorsement of the Officers recommendation will ratify the submission of the BBRF Round 2 application(s) as well as enable further project funding advocacy and development

Consulted References	:	BBRF Round 2 Guidelines BBRF Round 2 Frequently Asked Questions Town Hall Conservation Plan CBD Masterplan 2010 Coastal Parks Enhancement Plan 2014 MBAC Community Engagement CCCS013 14/03/2017 CCCS014 14/03/2017
File Number (Name of Ward)	:	CP.PLA.9. Frederickstown Ward
Previous Reference	:	Strategic Briefing 28 May 2015 Strategic Briefing 1 July 2015 Strategic Briefing 8 March 2016 Strategic Briefing 16 August 2016 Strategic Briefing 15 November 2016 Development and Infrastructure Services Committee Briefing 15 February 2017 Elected Member Strategic Workshop 21 November 2017 OCM 28/03/2017 Resolution CCCS013 OCM 28/03/2017 Resolution CCCS014

CCS046: DEVELOPMENT OF A REGIONAL AGED CARE CHARTER

- Attachments** : 'Making our health and care systems fit for an ageing population', The King's Fund, 2014
- Report Prepared By** : Senior Community Development Officer (R Param)
- Responsible Officers:** : Executive Director Community Services (S Kay)

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan:
 - a. **Theme 4:** Community Health and Participation.
 - b. **Objective 4.3:** To develop and support a healthy inclusive and accessible community.
 - c. **Community Priority 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:

- Western Australian Primary Health Alliance (WAPHA) Great Southern is a federally funded community based planning and commissioning agency centred on building sustainable and consumer centred primary health and social care.
- There is an opportunity for the City of Albany to apply for funding to develop a regional Aged Care Charter that will improve the delivery of health and aged care services to older people in the Great Southern. WAPHA would review the funding application and award the grant as a provision of the partnership. There would be full cost recovery to the City of Albany.
- WAPHA has identified the City of Albany as ideal to undertake this project, given it is not a direct service provider, and as such is independent from the sector.
- The City would enter into a partnership with WAPHA and employ a temporary project officer to undertake this work.

RECOMMENDATION

CCS046: RESPONSIBLE OFFICER RECOMMENDATION

MOVED: COUNCILLOR HAMMOND
SECONDED: COUNCILLOR HOLLINGWORTH
THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 7 - 5

Against: Councillor Sutton, Councillor Doughty, Councillor Goode, Councillor Sleeman, and Councillor Shanhun.

CCS046: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

1. APPROVE the participation by the City of Albany in the development of an Aged Care Charter for the Great Southern; and
2. ENDORSE the City's intention to enter into a partnership with WAPHA, for up to nine months to develop the Great Southern Aged Care Charter, subject to a successful award of funding to the City of Albany.

BACKGROUND

2. The Great Southern region has an ageing population, and a higher proportion of residents aged 65+ years compared with that of the state of Western Australia. Additionally, local government areas Albany, Denmark and Plantagenet are projected to experience significant growth in residents aged 65+ years in the decade 2016-2026.
3. To ensure health and aged care services in the region are best placed to meet current and future needs, including seniors who continue to live independently in the community, WA Country Health Services (WACHS) has hosted a series of workshops for the sector.
4. A key recommendation from these workshops is the development of a regional charter to better coordinate service delivery in a time of increasing burden of chronic disease among older people, with limited resources.
5. The City of Albany, being independent from the sector, has been identified as ideally placed to undertake this work.

DISCUSSION

6. The City adopted an Age Friendly Albany Plan that aims to help seniors continue living independently in the community as they age. In particular, to remain healthy and active even at the oldest ages, with the City's remit for seniors' health and wellbeing mostly being prevention and active living.
7. Recently, Council has approved the co-location of a Compassionate Care Coordinator within the City of Albany. There are synergies with this position and the development of an Aged Care Charter which the City would be able to capitalise on in undertaking this project.
8. The Great Southern region has a cohesive network of health and aged care services largely delivered through the state government and non-profit sectors. These services are mostly located in Albany. Although the City is not a service provider, the majority of these services are locally accessible without the need to travel across the region.
9. This is a one-off, time-specific project that aligns with the objectives of the City's Age Friendly Albany Plan, and carries no expectation that the City deliver health and/or aged care services as a result of this project.
10. A project officer would be employed to map current services, and collaborate with Great Southern service providers to develop a high level resource containing shared vision and key standards for agencies to sign up to. Involvement of seniors and their carers is integral to this project, and the Charter is expected to integrate best practice into all components of care provided to seniors to ensure they are able to continue living independently in the community as they age.
11. The Charter will be based on a similar model prepared in the United Kingdom by The King's Fund which outlines ten best practice areas across the continuum of care for older people for service providers to implement.

GOVERNMENT & PUBLIC CONSULTATION

12. WACHS has held three workshops with representatives of the health and aged care sector as part of its engagement of the WACHS Great Southern Seniors' Health Service Plan. These workshops have identified key challenges facing the sector as increases in demand for services are not expected to be matched by increases in resources.

STATUTORY IMPLICATIONS

13. There are no statutory implications for this item.

POLICY IMPLICATIONS

14. This item aligns with the City's Age Friendly Albany Plan, specifically objectives 3.3: Increased access to information for seniors and older visitors to the region, and 4.1: Seniors feel valued and respected in the community.

15. This item aligns with the City’s Public Health Plan, specifically Action Areas 6.2: Chronic Disease Prevention, and 6.3: Enhanced Community Lifestyle.
16. This item is also identified within the City of Albany Strategic Community Plan through the theme Community Health and Participation, objective 4.3: To develop and support a healthy inclusive and accessible community, and priority to 4.3.1: Develop a range of activities and facilities that connect people, promote a healthy community and are appropriate for all ages.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<p>Reputation <i>Risk: Possible loss of reputation if the project does not meet funding objectives.</i></p>	Unlikely	Minor	Low	Actively participate and support project officer.
<p>Financial <i>Risk: Project scope exceeds resourcing once implemented.</i></p>	Possible	Insignificant	Low	Clear objectives and scope agreed by both parties from the outset. Implementation of robust project planning to underpin delivery of the project.
<p>Opportunity: An agreed charter for Great Southern health and aged care providers that ensures services meet seniors’ health and wellbeing needs, and supports seniors to continue to live independently as they age.</p>				

FINANCIAL IMPLICATIONS

18. WAPHA has offered the City a complete cost recovery in funding to undertake this project which would enable employment of a project officer for a period up to nine months.
19. The City may be required to provide a work space for the project officer, at an estimated cost of approximately \$2,000. The City will also be responsible for consumables such as stationery, printing, IT support, and day to day operational support for the duration of the project at full cost recovery.

LEGAL IMPLICATIONS

20. The City would enter into a grant agreement with WAPHA which would outline the requirements and obligations expected of both organisations in undertaking this work.

ENVIRONMENTAL CONSIDERATIONS

21. There are no direct environmental considerations related to this item.

ALTERNATE OPTIONS

22. Council could decide not to endorse the Responsible Officer recommendation. The City would then decline the offer of funding from the Great Southern Primary Health Network and the project would be undertaken by another organisation, with the City’s involvement solely as a project stakeholder.

CONCLUSION

23. The Great Southern region has an ageing population, and key centres such as Albany and Denmark are seen as attractive retirement destinations for older people. An ageing population is expected to put pressure on health and support services as need increases.
24. A regional Charter for Aged Care would enable service providers to agree on key standards of care, from prevention through to end of life, involve seniors and carers in service planning and redesign, and integrating best practice into all components of care provided to seniors to ensure they are able to continue living independently in the community as they age.
25. It is recommended the City accept WAPHA's offer of funding to develop an Aged Care Charter for the Great Southern.

Consulted References	:	'WACHS Great Southern Seniors' Health Service Planning', K Nicol, December 2017
File Number (Name of Ward)	:	All Wards
Previous Reference	:	Nil

CCS047: QUARTERLY REPORT – TENDERS AWARDED – JANUARY TO MARCH 2018

Proponent : City of Albany
Attachments : Quarterly Report – Tenders Awarded – January to March 2018
Report Prepared by : Procurement Officer (H Hutchinson)
Responsible Officer : Executive Director Corporate Services (M Cole)

RECOMMENDATION

CCS047: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR DOUGHTY
SECONDED: COUNCILLOR STEPHENS

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CCS047: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Quarterly Report – Tenders Awarded – January to March 2018.

11. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN** – Nil.
12. **MEETING CLOSED TO THE PUBLIC**
13. **CLOSURE** The Chair declared the meeting closed at 7.31pm