



MINUTES

ECONOMIC DEVELOPMENT COMMITTEE

2 August 2016

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.

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.

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1. **DECLARATION OF OPENING** The Chair declared the meeting 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	B Hollingworth (Chair)
Member	R Hammond (Deputy Chair)
Member	A Goode JP
Member	S Smith
Member	R Sutton
Member	J Shanhun
Member	C Dowling

Staff:

Executive Director Economic Development and Commercial Services	C Woods
Manager Recreation Services	S Stevens
Albany Heritage Park Manager	M Hammond
Minutes	C Crane

Apologies:

Member	P Terry
Member	G Stocks
Mayor	D Wellington
Member	J Price
Chief Executive Officer	A Sharpe

4. DISCLOSURES OF INTEREST

Name	Committee/Report Item Number	Nature of Interest
Cr Sutton	ED037	Impartiality

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

6. PUBLIC QUESTION TIME

- Ian Woods – North Albany Football Club – ED037 – History of the Club and benefit of potential improvement of project.

7. PETITIONS AND DEPUTATIONS – Nil

8. CONFIRMATION OF MINUTES

MOTION

MOVED: CR SUTTON

SECONDED: CR DOWLING

THAT the minutes of the Economic Development Committee Meeting held on 7 June 2016, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 7 - 0

9. PRESENTATIONS - Nil

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS – Nil

11. OFFICER REPORTS

**ED037: COMMUNITY SPORTING AND RECREATION FACILITIES FUND
2017/2018 – 2019/2020 ANNUAL AND FORWARD PLANNING
GRANT ROUND APPLICATIONS**

Proponent/Owner : City of Albany
Attachments : North Albany Football Club – Collingwood Park
Correspondence and Project Assessment Sheets
Report Prepared By: Manager Recreation Services (S Stevens)
Responsible Officer: : Executive Director Commercial Services (C Woods)

Responsible Officer's Signature:



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 City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014 - 2018.
 - 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) Annual and Forward Planning Grant funding round.
- To seek Council support to provide funding assistance in line with the draft Council Policy of the Community Sports & Recreation Facilities Collingwood Park project (City of Albany) upon return of successful CSRFF Annual Grant application.

RECOMMENDATION

ED037: ECONOMIC DEVELOPMENT COMMITTEE RECOMMENDATION 1

That Council RANK the CSRFF Annual Grant application in the following order for the CSRFF August 2016 Funding Round:

1. **Collingwood Park – replacement of sub-standard lighting (rank one of one).**

ED037: ECONOMIC DEVELOPMENT COMMITTEE RECOMMENDATION 2

That Council **APPROVE** the reallocation of funds within the 2016/17 Budget to the Collingwood Park community sporting project as the Councils commitment upon successful CSRFF Annual grant application and relinquishment of the field (oval) back to the City of Albany as follows:

- **Expenditure – Increase Job number 3916 Collingwood Park – Upgrade of lighting from \$320,000 to \$330,720.**
- **Revenue – Reduce account number 12085 Parks and Reserves Capital Grants From \$444,000 to \$340,240 (Football club will not be required to contribute)**
- **Expenditure – Reduce account number 10194 Capital Seed Funding from \$75,000 to \$0**
- **Reserve – Transfer from Parks and Recreation Grounds Reserve \$39,480 to Municipal Fund**

ED037: RESPONSIBLE OFFICER RECOMMENDATION 1

MOVED: COUNCILLOR DOWLING

SECONDED: COUNCILLOR HAMMOND

That Council **RANK** the CSRFF Annual Grant application in the following order for the CSRFF August 2016 Funding Round:

2. Collingwood Park – replacement of sub-standard lighting (rank one of one).

CARRIED 7-0

ED037: RESPONSIBLE OFFICER RECOMMENDATION 2

MOVED: COUNCILLOR SUTTON

SECONDED: COUNCILLOR DOWLING

That Council **APPROVE** the reallocation of funds within the 2016/17 Budget to the Collingwood Park community sporting project as the Councils commitment upon successful CSRFF Annual grant application and relinquishment of the field (oval) back to the City of Albany as follows:

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CARRIED 7 -0

BACKGROUND

2. The Community Sport and Recreation Facilities Fund (CSRFF) administered by the Department of Sport and Recreation (DSR) has three rounds of available funds including:
 - Small Grant Funding Round (Winter) – current
 - Annual and Forward Planning Funding Round – current
 - Small Grant Funding Round (Summer) - pending
3. The CSRFF program is a annual \$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 Annual Grants Round targets community sport projects where the financial value of the total project is from \$200,000 up to \$500,000 and is delivered within a 12 month period.
5. The Forward Planning Grants Round targets community sport projects where the financial value of the total project is over \$500,000 with a maximum of \$2,000,000 and is delivered within a 2 – 3 year period.
6. 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.
7. Clubs and local government authority must demonstrate equitable access to the public on a short term and casual basis.
8. 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.
9. The Local Government has an opportunity to assess all relevant applications and to rank applications in priority order for the municipality.
10. 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.
11. The Department of Sport and Recreation application form calls for applications to be initially submitted to the Local Government within which the project proposal is located.
12. An element of the assessment process involves Council consideration and priority ranking of applications received. The applications are then submitted to the Department of Sport and Recreation on behalf of the applicants prior to September 16 2016.
13. 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 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

14. The grant guidelines require Council to provide a ranking for the projects.
15. The Department of 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.
16. Projects are ranked on the strength of the application, participation numbers, ability to increase physical activity and potential impact as well as consultation with the Department of Sport and Recreation and the applicant.
17. The City of Albany has received only one (1) Annual Grant Application this round. The following additional information is provided about the project and funding application:

Collingwood Park – Replacement of Substandard Lighting

18. The funding application is an Annual Grant Application to replace substandard lighting at Collingwood Park.
19. Collingwood Park is a multiuse oval fixtured by a number of Senior and Junior sports including AFL, Cricket and Touch Rugby. 2015/2016 membership numbers include:

Year	Club/Association	Membership No.
2015/2016	North Albany Football Club	110
2015/2016	Albany Football Club	110
2015/2016	Albany Touch Football Club	150
2015/2016	Collingwood Park Cricket Club	40
2015/2016	Southern Districts Junior Football Association	790
2015/2016	Albany Junior Cricket Association	370
TOTAL		1570

20. Collingwood Park is approximately 5.5kms from the Albany CBD and forms part of the City of Albany's suite of sporting precincts.
21. North Albany Football Club forms part of the Great Southern Football League and is the primary resident of Collingwood Park sharing the facilities with Cricket and Touch Rugby. North Albany Football Club regularly hosts winter fixtures as part of the regional competition.
22. The refurbishment of the lights directly impacts on the club's and the region's ability to deliver their sport and competitions.
23. CSRFF established practise is to share the costs (one third each) across clubs, local and state government. Due to the significant redevelopment costs and large amount of funding attracted the redevelopment of Centennial Park Sporting Precinct took an alternative approach, clubs (Soccer Clubs and Royals, Railways and Albany Football Club) did not contribute to the redevelopment costs.
24. Centennial Park Sporting Precinct Clubs were encouraged to relinquish fields and assets back to the City to ensure improved management and community access to significant government infrastructure and investment.
25. Centennial Park Sporting Precinct Clubs have been informed and are aware that future infrastructure provision will require a contribution from clubs.
26. To ensure an equitable approach to provision at Collingwood Park officers recommend that Council adopt a similar approach to provision including:
- North Albany Football Club is encouraged to relinquish the field and surrounds back to the City so that state and local government investment into infrastructure is protected through City management, expertise and resources.
 - A new lease is provided to North Albany Football Club for the footprint of the clubhouse only.
 - North Albany Football Club and Collingwood Park user groups do not contribute to the lighting infrastructure bringing the standard of provision to a district standard similar to Centennial Park Sporting Precinct.
 - That going forward all clubs will be required to fund at least one third of the costs associated with infrastructure development, annual maintenance and associated power consumption for usage of lights.
27. DSR Great Southern Regional Manager assessed the project as having a high priority.
28. 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 | City of Albany | Collingwood Park – replacement of substandard lighting | Well planned and needed by the district. |
29. Correspondence requesting financial assistance and a completed Officers Project Assessment Sheet for the project application is attached.

GOVERNMENT & PUBLIC CONSULTATION

30. The Department of Sport and Recreation’s Regional Manager for the Great Southern has been consulted with by the City of Albany.
31. The City of Albany has conducted site visits and consulted with the Clubs benefiting from this Community Sporting project.

STATUTORY IMPLICATIONS

32. There is no statutory requirement.
33. Council Officers assess each project and make a recommendation for the ranking of projects based on the DSR criteria and strategic overview.
34. Council has the opportunity to provide a recommendation that ranks applications in priority order for the City of Albany.
35. It should be noted that the Department of Sport and Recreation will make the final decision on funding allocation.

POLICY IMPLICATIONS

36. The Recreation Planning Strategy adopted in 2008 has been applied in ranking this submission.
37. The Interim Policy for Sport and Recreation Facilities has been applied in the assessment and recommendations.

RISK IDENTIFICATION & MITIGATION

38. 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>Moderate</i>	<i>Medium</i>	<i>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 missed economic and social opportunities.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Support the funding application, or work with City officers to source other funding streams.</i>

FINANCIAL IMPLICATIONS

39. The City allocated a total of \$75,000 Capital Seed Funding for Sporting Clubs in the 2016/2017 financial year to assist in the development and maintenance of community sporting infrastructure as determined through the CSRFF funding process.

40. The existing balance for the Capital Seed Funding for Sporting Clubs is \$75,000.
41. 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.
42. The capital works project for Collingwood Park is \$330,720.
43. There is still one remaining Small Grants round for 2016/2017 financial year and it is likely that Council will receive further requests for financial contributions for that round and as such will be unable to support these applications this financial year.
44. The Recreation Futures Plan will be completed and presented to Council in the 2016/2017 financial year. This document will guide future prioritised need and funding for a minimum of 5 years in advance.
45. The following table provides the budget detail for the project application received:

Organisation	Total project cost (ex GST)	Applicant contribution (ex GST) [inc voluntary component]	CSRFF Grant (ex GST)	Proposed Other state or federal funding (ex GST)	City of Albany (ex GST)
City of Albany – Collingwood Park	\$330,720	Nil	\$110,240	Nil	\$220,480

46. Revenue - Reduce account number 12085 Parks and Reserves Capital Grants From \$444,000 to \$340,240 (Football club will not be required to contribute).
47. Expenditure - Reduce account number 10194 Capital Seed Funding from \$75,000 to \$0.
48. Expenditure – Increase Job number 3916 Collingwood Park - Upgrade of lighting from \$320,000 to \$330,720.
49. Reserve - Transfer from Parks and Recreation Grounds Reserve \$39,480 to Municipal Fund.
50. If the application is unsuccessful, the City of Albany will reapply in the next round.
51. The lighting upgrade cannot proceed without a successful application from the DSR CSRFF process.

LEGAL IMPLICATIONS

52. Nil

ENVIRONMENTAL CONSIDERATIONS

53. There are no environmental impacts associated with the Collingwood Park Project.

ALTERNATE OPTIONS

54. Council can choose not to approve the funding and the application will not proceed.
55. Council can choose to request the clubs provide a percentage of the funding to assist with the project.

SUMMARY CONCLUSION

56. The Department of Sport and Recreation provides local government with an opportunity to assess received applications and to rank applications in priority order for the municipality.
57. This project meets the criteria provided by the Department of Sport and Recreation. It is considered well planned and needed by the district. Council is required to endorse the officers ranking. City officers have ranked the application as the number one (1) priority.
58. City officers have been working with all major sporting codes and clubs and has now established an equitable approach to capital and operational expenditure for sporting clubs to provide the best possible framework for club viability whilst also being prudent with rate payer funds.
59. This project is the last major lighting upgrade project in the City and as such will ensure that the minimum standards of lighting for district sport have been across all major sporting codes and reserves.
60. The Department of Sport and Recreation requires a response from the City of Albany on the priority ranking order by 16 September 2016.

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

12. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE COMMITTEE:** – Nil
13. **MEETING CLOSED TO PUBLIC:** - Nil.
14. **NEXT MEETING DATE:** 6 September 2016
15. **CLOSURE OF MEETING:** – The Chair declared the meeting closed at 6.25pm