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# AGENDA

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## COMMUNITY AND CORPORATE SERVICES COMMITTEE

**Tuesday 8 June 2021**

6.00pm

Council Chambers

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



**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 & Commercial Services,  
Executive Director Community Services

**Delegated Authority:** None

COMMUNITY AND CORPORATE SERVICES COMMITTEE  
AGENDA – 08/06/2021

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**1. DECLARATION OF OPENING**

**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 past, present and emerging”.*

**3. RECORD OF APOLOGIES AND LEAVE OF ABSENCE**

Mayor	D Wellington
<b>Councillors:</b>	
Member	P Terry (Chair)
Member	G Stocks (Deputy Mayor)
Member	M Benson-Lidholm JP
Member	E Doughty
Member	J Shanhun
Member	T Sleeman
Member	S Smith (Deputy Chair)
Member	A Goode JP
Member	C Thomson
Member	R Sutton

**Staff:**

Chief Executive Officer	A Sharpe
Executive Director Corporate & Commercial Services	D Olde
Executive Director Community Services	N Watson

Meeting Secretary	C Crane
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**Apologies:**

Member	R Hammond (Leave of Absence)
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COMMUNITY AND CORPORATE SERVICES COMMITTEE  
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**4. DISCLOSURES OF INTEREST**

<b>Name</b>	<b>Committee/Report Item Number</b>	<b>Nature of Interest</b>

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

**6. PUBLIC QUESTION TIME**

**7. PETITIONS AND DEPUTATIONS**

**8. CONFIRMATION OF MINUTES**

**DRAFT MOTION**

**THAT the unconfirmed minutes of the Community and Corporate Services Committee held on 4 May 2021, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**9. PRESENTATIONS Nil.**

**10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS**

## **CCS353: FINANCIAL ACTIVITY STATEMENT – APRIL 2021**

<b>Proponent</b>	: City of Albany
<b>Attachments</b>	: Financial Activity Statement – April 2021
<b>Report Prepared by</b>	: Manager Finance (S Van Nierop)
<b>Responsible Officer</b>	: Executive Director Corporate & Commercial Services (D Olde)

### **COVID-19 IMPACT**

- Impacts to the financial performance of the City are detailed in the 'Explanation of Material Variances to the YTD Budget in Excess of \$100,000' (Note 1) of the Attachment to this report (Statement of Financial Activity).

### **RECOMMENDATION**

#### **CCS353: RESPONSIBLE OFFICER RECOMMENDATION**

**THAT the Financial Activity Statement for the period ending 30 April 2021 be RECEIVED.**

### **BACKGROUND**

1. The Statement of Financial Activity for the period ending 30 April 2021 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 year-end 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 revenue and expenditure, 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); and
    - b. budget estimates to the end of the month to which the statement relates; and
    - c. actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
    - 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; and
    - 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; or
    - 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.
  - V. Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances

## POLICY IMPLICATIONS

8. The City's 2020/21 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 30 April 2021 has been incurred in accordance with the 2020/21 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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**CCS354: LIST OF ACCOUNTS FOR PAYMENT – MAY 2021**

<b>Business Entity Name</b>	: City of Albany
<b>Attachments</b>	: List of Accounts for Payment
<b>Report Prepared By</b>	: Manager Finance (S Van Nierop)
<b>Responsible Officers:</b>	: Executive Director Corporate and Commercial Services (D Olde)

**COVID-19 IMPACT**

- COVID-19 has no impact on this report.

**RECOMMENDATION**

**CCS354: 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 May 2021 totalling **\$5,559,796.67**.

**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 May 2021. Please refer to the Attachment to this report.

<b>Municipal Fund</b>	
Trust	\$0.00
Credit Cards	\$13,543.48
Payroll	\$1,582,261.96
Cheques	\$1,569.15
Electronic Funds Transfer	\$3,962,422.08
<b>TOTAL</b>	<b>\$5,559,796.67</b>

As at 15 May 2021, the total outstanding creditors stands at \$256,829.06 and is made up as follows;

Current	\$295,344.86
30 Days	-\$11,664.97
60 Days	\$9,444.95
90 Days	-\$36,295.78
<b>TOTAL</b>	<b>\$256,829.06</b>
<b>Cancelled Cheques</b>	<b>Nil</b>

**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 May 2021 has been incurred in accordance with the 2020/2021 budget parameters.

**FINANCIAL IMPLICATIONS**

7. Expenditure for the period to 15 May 2021 has been incurred in accordance with the 2020/2021 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.

<b>File Number (Name of Ward)</b>	<b>:</b>	FM.FIR.2 - All Wards
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**CCS355: DELEGATED AUTHORITY REPORTS – APRIL 2021 to MAY 2021**

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

**BACKGROUND:**

In compliance with Section 9.49A of the *Local Government Act 1995* and Part IV of the *Local Government (Functions and General) Regulations 1996* the attached report applies to the use of the Common Seal and the signing of documents under Council's Delegated Authority:

- Delegation: 006 - SIGN DOCUMENTS ON BEHALF OF THE CITY OF ALBANY (Chief Executive Officer)
- Delegation: 009 - GRANT FUNDING, DONATIONS, SPONSORSHIP
- Delegation: 018 - CHOICE OF TENDER, AWARD CONTRACT

**COVID-19 IMPACT**

- COVID-19 has no impact on this report.

**RECOMMENDATION**

**CCS355: RESPONSIBLE OFFICER RECOMMENDATION**

**THAT the Delegated Authority Reports 16 April 2021 to 15 May 2021 be RECEIVED.**

## CCS356: COVID-19 IMPACT REPORT

<b>Attachments</b>	: COVID-19 Impact Report
<b>Report Prepared By</b>	: Senior Community Development Officer (T Flett)
<b>Responsible Officers:</b>	: Executive Director Community Services (N Watson)

### 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:** Community Health & Participation
  - **Objective:** To develop and support a healthy inclusive and accessible community.
  - **Community Priority:** Deliver programs and advocate for specialist services that improve public health and wellbeing in line with the Public Health Act 2016 and growing community expectations.
  - **Theme:** Leadership.
  - **Objective:** To establish and maintain sound business and governance structures.
  - **Community Priority:** Provide informed and transparent decision making that is consistent with our strategic direction, meets our legal obligations, reflect the level of associated risk and are adequately explained to the community.

#### In Brief:

- The key findings from the COVID-19 impact surveys, conducted under the City's COVID-19 Community Recovery Plan have been developed in to a high level infographic style report.
- Social isolation was experienced by approximately one third of respondents. This provides an opportunity for the City and stakeholders to look at ways to reconnect those experiencing social isolation, particularly those living alone who are at higher risk.
- The data collected is very unique as the City of Albany is the only agency within the region that has collected data of this nature which is publicly available at the local government level. Major external agencies and stakeholders have requested access to this data to inform future strategic planning and crisis response.

### COVID-19 IMPACT

- Timing of completion of the surveys was impacted by resourcing constraints resulting from the 20% reduction in hours for City staff and limited availability of additional staff to assist with the survey.

### RECOMMENDATION

#### CCS356: RESPONSIBLE OFFICER RECOMMENDATION

**THAT the COVID-19 Impact Report be RECEIVED and SUPPORT making the results of the surveys available to external stakeholders and the community.**

### BACKGROUND

2. The COVID-19 pandemic had a profound impact on the lives of all Australians and arguably is the most significant pandemic emergency experienced by most Albany residents. The situation was fluid and changed rapidly, with the City and our community members forced to adjust very quickly to comply with new directives almost daily.

3. Public facilities and museums including Albany Public Library, Albany Leisure & Aquatic Centre, Vancouver Arts Centre, National Anzac Centre along with skate parks and playgrounds were forced to close. The City worked closely with the regional response team to find ways to implement the directives and keep the community informed and connected through the #albanyinthistogether campaign and website.
4. The business units pivoted their service delivery to ensure they could continue to provide a modified service to the community members.
5. The City adopted a Community COVID-19 Recovery Plan at a Special Meeting of Council held 9 April 2020. The plan aimed to support vulnerable community members; support community groups/clubs to remain sustainable; and promote community wellbeing.
6. As part of the City's COVID-19 Community Recovery Plan, community members were asked to participate in surveys to measure the direct impact of the pandemic and guide future responses by the City.
7. The surveys were planned and delivered by the City's Community Development team, using existing resources.
8. Two surveys were conducted between April and December 2020 to measure the impact of the pandemic on Albany residents.

## **DISCUSSION**

9. To ensure broad participation across the City, a random sample of 10% of residential homes in each suburb was drawn from the City's rates database.
10. As some suburbs have less than 100 homes, neighbouring suburbs were grouped to provide a minimum sample size of 100 homes. The sample included social housing, retirement villages and rentals to ensure the views of all our community members were included.
11. Participation was voluntary and no incentive was provided.
12. Sample size for each survey was 1460 homes. The first survey had a response rate of 25.5%, and the second 26.4%
13. The first survey commenced in May 2020 as COVID-19 restrictions were starting to ease, and took approximately 6 weeks to complete. During those six weeks the COVID-19 restrictions changed regularly, with many residents able to resume their usual activities, with some restrictions still in place.
14. The responses received in the first few days of the engagement period provided significantly different responses to the responses received later in the engagement period.
15. The conduct of the second survey was impacted due to the 20% reduction in hours for City staff. Staff members who had been redeployed to assist with the first survey had largely returned to their substantive roles. This extended the engagement period significantly to over four months.
16. Insufficient responses have been obtained from community members aged 25 and under, from those who identify as LGBTQIA+, culturally and linguistically diverse and indigenous community members to provide sufficient data as to how they may have been impacted by COVID-19.

17. The key findings from the consolidated results revealed that a reduction in social interaction had the greatest impact on our community, followed by a reduction in physical activity, increasing anxiety levels, and financial stress.
18. The survey also reported some positive impacts of the pandemic such as an increase in wellbeing due to increased financial support (COVID-19 supplement), working from home, more recreational time, increased digital literacy and home improvements. Respondents also reported enjoying the 'slower pace of life' as a result of COVID-19 restrictions.
19. The data collected through the surveys will continue to inform the City's recovery response, including initiatives to target the socially isolated, and address the decrease in physical activity.
20. The data has already supported the City's application for funding the recent Pop Up Library Lounge pilot which aimed to improve the digital literacy of seniors, and reconnect them with City services, and local community groups.

## GOVERNMENT & PUBLIC CONSULTATION

21. Community Engagement

Type of Engagement	Method of Engagement	Engagement Dates	Participation (Number)	Statutory Consultation
Consult	Phone Survey	28/04/2020-30/06/2020	175	No
		20/08/2020- 31/12/2020	95	
Consult	Email – survey monkey link	28/04/2020-30/06/2020	115	No
		20/8/2020-31/12/2020	181	
Consult	Hard copy survey	28/04/2020-30/06/2020	82	No
		20/8/2020-31/12/2020	109	
Inform	Social media posts	21/04/2020 30/04/2020 25/05/2020		

## STATUTORY IMPLICATIONS

22. N/A.

## POLICY IMPLICATIONS

23. COVID-19 Community Recovery Program

## 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
<b>Reputation</b> <b>Risk:</b> A loss of confidence from community members and stakeholders if the information collected is not shared.	Unlikely	Minor	Low	Share the survey results with stakeholders and community.

<b>Reputation</b> <i>Community perception that their information may be shared with other agencies</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>Data sets had all names, or other identifiers removed before analysis commenced to ensure confidentiality of personal information.</i>
<b>Operational</b> <i>The report is not received by Council in its current format.</i>	<i>Possible</i>	<i>Minor</i>	<i>Low</i>	<i>Staff review and re-present the report to Council.</i>
<b>Opportunity:</b> <i>Data in the report can be used by stakeholders to assist with planning and preparing should COVID-19 restrictions resume. This data is also important in the event of future natural or man-made disasters which restrict the community.</i>				

## FINANCIAL IMPLICATIONS

25. All costs associated with the COVID-19 Impact Surveying including staffing, postal charges and graphic design were covered by existing budget allocations.

## LEGAL IMPLICATIONS

26. Nil

## ENVIRONMENTAL CONSIDERATIONS

27. Nil

## ALTERNATE OPTIONS

28. Council may choose not to receive the survey report.

## CONCLUSION

29. It is recommended that Council receive the survey report and support staff sharing the survey results with stakeholders and the community.

<b>Consulted References</b>	:	COVID-19 Community Recovery Program Profile.ID
<b>File Number (Name of Ward)</b>	:	CR.PLA.28
<b>Previous Reference</b>	:	SCM019 COVID-19 Community Recovery Program

## CCS357: RESTORING MENANG-NOONGAR PLACE NAMES

<b>Proponent / Owner</b>	: City of Albany
<b>Attachments</b>	: Attachment A: Ministerial Letter re place naming Attachment B: Community Engagement Report Attachment C: Aboriginal and Place Naming Guidelines Attachment D: Consultant's Research and Engagement Report Attachment E: Locality maps showing proposed places and geographic features for naming or dual naming Attachment F: Letters of Support
<b>Report Prepared By</b>	: Acting Manager Community Development & Engagement (R Param) Lands Officer (A Veld)
<b>Responsible Officers:</b>	: Executive Director Community Services (N Watson)

### STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Community Strategic Plan:
  - **Theme:** Community Health & Participation
  - **Objective:** To build resilient and cohesive communities with a strong sense of community spirit.
  - **Community Priority:** Promote and develop an authentic sense of community by developing programs and providing services that make people feel welcome, involved and connected to each other.

#### In Brief:

- Council consideration to make a submission to Landgate that will restore Menang Noongar names to places within the City of Albany municipality, as detailed in the report.

### COVID-19 IMPACT

- Noongar engagement was delayed due to COVID19 public gathering restrictions. The research phase yielded many more information sources than anticipated, and the delay commencing consultation allowed the consultant to undertake further research
- Once COVID19 restrictions eased, Noongar engagement was adapted to include face-to-face and in-home consultations to manage public health concerns of some Elders. This proved beneficial in allowing for deeper engagement with these Elders than what might have been possible in a larger workshop setting.

### RECOMMENDATION

#### CCS357: RESPONSIBLE OFFICER RECOMMENDATION

##### THAT Council:

1. **ENDORSE** the Community Engagement Report detailing the outcome of Restoring Menang-Noongar Place Names community consultation and engagement activities.
2. **REQUEST** the CEO prepare a submission to Landgate for the naming and dual naming of the reserves, waterways and geographic features listed in Attachment E to restore Menang-Noongar names to these 28 places.
3. **NOTE** that City staff will continue to work with stakeholders associated with the remaining agreed place names to progress these for future consideration.



## **BACKGROUND**

2. With the loss of traditional language and stories being widely experienced nationally and internationally, dual naming is an opportunity to relearn language and stories, reconnect to country and recognise Indigenous custodianship.
3. Menang Noongar place naming has been identified as a priority by the local Menang community in the Aboriginal Accord (2003) as an important reconciliation outcome. Place naming aspirations by the community were reaffirmed in 2003 with the development of the then Southern Prospects Strategy, a strategic guide to investment planning in natural resource management produced by South Coast Natural Resource Management Inc (SCNRM).
4. In Albany there have been significant bodies of work undertaken to progress these aspirations, starting with the Kinjarling Heritage Survey Report (2005) which recorded 42 areas of significance, and recommended more ethnographic research be done with Noongar people to better define the cultural and historical value of local geographic sites.
5. The Mounts (Mount Melville, Mount Clarence and Mount Adelaide), and Bluff Rock (behind Strawberry Hill farm) were officially dual named in 2010.
6. Two research projects undertaken by UWA students on work experience with SCNRM in 2011 and 2016 further explored this area. Both reports identified Noongar place names across the South Coast from historical records and earlier consultation with the community, and have provided a solid foundation on which this project has been developed.
7. In 2017 – 2018 Community Arts Network WA (CANWA) undertook deeper engagement with the Menang community to identify specific geographic features and locations for place naming, and the Menang name for these areas. This work also featured a documentary film produced by Aboriginal young people which premiered to a sell-out audience at Albany Entertainment Centre in August 2018.
8. On 4 December 2018, SCNRM presented an update to Council on the work undertaken above, requesting that the City progress this to official place naming. The CANWA project had found that many of the identified locations for place naming were in reserves under City management, and hence the local government was considered the primary proponent to achieve official place naming. Council endorsed the City progressing this work, including submitting applications for external funding support.
9. In July 2019 the then Ministers for Aboriginal Affairs and Local Government wrote to all local governments (including the City), encouraging partnerships with the Aboriginal community and other relevant stakeholders to identify place naming opportunities. This correspondence signalled whole of government support for local authorities to progress place naming initiatives, including opening up government information sources that were previously only accessible on a fee-for-service basis, ie Landgate historical records.
10. The City was successful in obtaining Lotterywest funding in 2019, with the project scheduled to begin in 2020 in three phases: research and historical records searches, Noongar consultation, and wider community public engagement.
11. A consultant under the auspices of Kurrah Mia was appointed to undertake the research and Noongar engagement phases. The consultant team comprised historian Dr Murray Arnold, anthropologist Rob Reynolds, and Menang Elder Vernice Gillies.
12. The project commencement was delayed by COVID19, in particular by travel restrictions which limited the consultant's access to historical records located in Perth. However, research began in May 2020, and Noongar engagement commenced in July 2020 when COVID19 restrictions were eased.
13. Over 200 Menang names were found in historical records for places across Albany and the lower Great Southern region. As the scope of this project is confined to the City of Albany local government area, the list of names was further refined for the Noongar community's consideration.

14. The Noongar engagement phase concluded in December 2020 with the community endorsing 66 Menang place names across the municipality. This research and Noongar engagement methodology and process is detailed in the consultant's report at Attachment D.
15. The project opened for public comment in December 2020 in accordance with the requirements of Landgate, with a page on the City's website dedicated to the project and places identified for naming and dual naming.
16. Advertisements promoting the public comment and free community information sessions appeared in the Albany Advertiser and Great Southern Weekender on 28 January 2021. In addition, the project has received media publicity with articles in the Albany Advertiser on 17 December 2020, and a GWN News segment on 1 January 2021.
17. A total of 163 individual pieces of feedback have been received from members of the community, comprising 89 feedback forms, 68 comments posted to the public comment page on the City's website, and 11 comments on the City's Facebook and Instagram social media channels. In addition, 74 community members participated in four community information sessions in December 2020, and February and March 2021. A total of nine letters have been received from stakeholders representing government agencies and community organisations expressing support for this proposal.
18. Of the relevant comments received, 90% supported the proposal, and 10% were opposed. About 1% of the total comments received were either unclear as to the individual's views about the proposal, or were irrelevant to the topic, and excluded from the above count.
19. Comments in support of the proposal include:
  - i. The proposal represents a long-overdue initiative to recognise Aboriginal heritage.
  - ii. General statements of support of the proposal.
  - iii. A welcome acknowledgement of traditional ownership.
  - iv. Suggestions for how the place names can be acknowledged, eg signage, QR codes demonstrating pronunciation etc.
20. Comments opposed to the proposal include:
  - i. Opposition to allocating ratepayer and/or grant funding to the project.
  - ii. Support for renaming but not dual naming.
  - iii. Questioning the rationale for restoring traditional place names given current locality names have been in place for many years, are well-known and understood.
  - iv. Questioning the proposal's benefit for Noongar people in advancing socio-economic issues such as health, housing etc.
  - v. Concern about whether the place names would be pronounceable or able to be found by emergency or essential services.
21. The following matters have been identified as key considerations for the determination of this proposal and are discussed in detail below:
  - i. The importance of recognising Aboriginal cultural heritage and traditional custodianship as benefiting the Menang Noongar and whole community.
  - ii. The demand for Aboriginal and dual naming.
  - iii. The cost to ratepayers.
  - iv. Pronunciation and location of places by emergency or essential services.
  - v. Dual naming of currently-named places, and naming of un-named places.

## DISCUSSION

### Importance of recognising Aboriginal cultural heritage and community benefit

22. Traditional place names reflect history and the connection to place that is central to Indigenous Australian identity, and help to tell stories about these places. Menang Noongar place names are part of the unique history of Albany and the region and serve to remind the broader community that this area has a lengthy and absorbing history that predates the arrival of Europeans by tens of thousands of years.
23. Previous consultation with Menang Noongar people to elucidate traditional place names, together with this project have reaffirmed for the Noongar community that recognising their place names remains central to their culture, reflecting their connection to country (*boodja*). This in turn increases pride, and contributes to greater community wellbeing, resulting in positive impacts on social cohesion and health, which ultimately benefits the wider community.
24. Restoring traditional Menang Noongar place names not only re-establishes original names for places, but shares meaning and significance these places have for traditional custodians, allowing their value to be shared in turn with the wider community.
25. Appropriate recognition of Albany's Bicentenary in 2026 must be inclusive of Noongar history and ongoing custodianship of *boodja*. Restoring Menang Noongar place names is central to this recognition and acknowledgement of the significant historical milestone in the state's settlement.

### Demand for Aboriginal and dual naming

26. Aboriginal and place naming has been identified as a local priority by the Menang Noongar community since at least 2003 with the commitment by Council, the Western Australian Government and Noongar community to the Aboriginal Accord. Subsequent publications reaffirm this priority.
27. The Western Australian Government has encouraged local governments to submit proposals for place naming, writing to the Chief Executive Officer in July 2019 inviting the City to partner with relevant Aboriginal communities and stakeholders to identify opportunities for place naming. A copy of this correspondence is at Attachment A.
28. The feedback received through the public consultation period for this proposal suggests strong support for Aboriginal and dual naming within the general community.

### Cost to ratepayers

29. The City secured Lotterywest funding to undertake this project which enabled engagement of a consultant to undertake historical research and Noongar engagement. The grant funding also includes a component for publishing the consultant's report, advertising and administrative costs such as the landowner mailout.
30. If the proposal is approved by Landgate, identifying appropriate recognition of place names in the various locations will be the next consideration for this project. This recognition could include signage erected onsite, production of maps, or other publications that promote Menang Noongar place names.
31. Any existing signage currently in place will be upgraded using existing operational budget which is allocated for renewal and maintenance of City interpretive signage.
32. Any new signage or interpretive infrastructure required is likely to be achieved through securing further grant funding to reduce the financial cost to ratepayers.

### **Pronunciation and location by emergency or essential services**

33. It is expected that Menang Noongar place names, which may at first appear to be complex in spelling and/or pronunciation, will over time become familiar and easy to use within the community. Some of the endorsed place names are already familiar to the public as they are currently used, eg Kalyenup, while others are easily pronounced, eg Goodga.
34. Should the submission be approved by Landgate, it is proposed that audio recordings of Noongar Elder(s) speaking each of the place names be developed and stored accordingly. These will also be able to be used in any digital content acknowledging or recognising the place names so the public knows and can pronounce the place names.
35. If the proposal is endorsed by Council and approved by Landgate, all emergency services agencies are notified and the details of place naming are made readily available.
36. The proposal for dual naming in Middleton Beach and Big Grove with the Menang name for these areas could concern residents as to whether their property address should also change.
37. The guidelines prohibit dual naming of suburbs, towns or roads, therefore the proposal for dual naming in Middleton Beach and Big Grove will have no impact on residential or business property addresses or names in these suburbs. All property owners in these two suburbs have been advised in writing to this effect.

### **Dual naming versus naming**

38. The engagement with the Noongar community resulted in strong endorsement for dual naming where places had an existing European name. The project aim was not to replace existing names, but to value and recognise Menang place names that had existed prior to European settlement. Hence, the majority of proposed places recommend dual naming with the naming convention as per the Aboriginal Place Naming Guidelines being *traditional name / existing name*.
39. Twelve places identified by historical records and the Noongar consultation as having a Menang place name are currently officially unnamed. It is proposed to name these 12 places with the Menang place name.
40. Both the research and Noongar consultation were unable to identify previously existing Menang place names for three places: Wellington Street revegetation area, Vancouver Spring and Point Possession. On-country field visits to these locations during the consultation phase agreed on language-based descriptive names for these places, and the proposal is these places be dual named or named accordingly with the endorsed Menang name.

### **Summary and recommendations**

41. Of the 66 endorsed places for Menang naming or dual naming, 28 are able to be progressed by the City as they apply to places within its jurisdiction. The remaining places occur on private property or land managed by other parties, mostly state government. Landowners have all been informed accordingly.
42. While Landgate has delegated authority to approve place naming for places managed by State Government, the Department of Biodiversity, Conservation and Attractions, and the Southern Port Authority have expressed preference to pursue place naming of those areas under their management independently of the City's proposal.

43. The places proposed for naming are:
- i. Reserve 34419 (*Bwonnaitch*).
  - ii. Reserve 9888 (*Watticarup*).
  - iii. Reserve 43573 (*Tanumbangiwar*).
  - iv. Reserve 16871 and geographic feature (*Tamungup*).
  - v. Reserve 15181 and geographic feature (*Yanungup*).
  - vi. Reserve 21300 and geographic feature (*Manitchpurting*).
  - vii. An unnamed waterway linking Lake Seppings to Oyster Harbour (*Purriyup*).
  - viii. An unnamed waterway north of King River (*Mealyit*).
  - ix. An unnamed river crossing over the Kalgan River (*Mindijup*).
  - x. Wellington Street revegetation area (*Booyiup*).
  - xi. Reserve 27052 (*Chinjannup*).
  - xii. Formerly named geographic feature Point Possession (*Uredale Point*).
44. There are 10 places and/or waterways proposed for dual naming:
- i. Geographic feature Lake Saide (*Eungedup / Lake Saide*).
  - ii. Geographic area including Reserve 4156 (*Kalyenup / Major Lockyer Park*).
  - iii. Waterway Parker Brook (*Takenorup / Parker Brook*).
  - iv. Geographic feature Mount Elphinstone (*Walchecup / Mount Elphinstone*).
  - v. Geographic feature Dog Rock (*Yakkan Toort / Dog Rock*).
  - vi. Vancouver Spring (*Kep Mardjit / Vancouver Spring*).
  - vii. Waterway Willyung Creek (*Yerringurup / Willyung Creek*).
  - viii. Waterway Napier Creek (*Yoorlarup / Napier Creek*).
  - ix. Water body Oyster Harbour (*Miaritch / Oyster Harbour*).
  - x. Geographic area Foundation Park (*Mutenup / Foundation Park*).
45. Six reserves and/or waterways are proposed for naming with their associated geographic features proposed for dual naming:
- i. Reserves 14789, 26149 (*Binalup*) and geographic feature Middleton Beach (*Binalup / Middleton Beach*).
  - ii. Reserve 48916 (*Naaranyirrup*) and geographic feature Lake Vancouver (*Naaranyirrup / Lake Vancouver*).
  - iii. Reserve 50506 (*Watterup*) and geographic feature Oyster Harbour Fish Traps (*Watterup / Oyster Harbour Fish Traps*).
  - iv. Reserve 11969 (*Willyungup*) and geographic feature Willyung Hill (*Willyungup / Willyung Hill*).
  - v. Reserve 1299 (*Tjuitgellong*) and geographic feature Lake Seppings (*Tjuitgellong / Lake Seppings*).
  - vi. Reserve 2903, 4732, and 13773 (*Moodrenup*) and geographic feature Sandpatch shoreline (*Moodrenup / Sandpatch*).
46. The reserves and/or waterways at point 44 above are all unnamed, therefore the proposal is to assign the traditional Menang name to these reserves. However, to honour the Noongar preference for dual naming, it is proposed the geographical features that are associated with these reserves be dual named.

47. Reserve 16871 is currently vested with the Lower Kalgan Community Association. The Association's management committee endorse the overall project, and support the City's proposal to name this reserve *Tamungup*.
48. Reserve 1299 and geographic feature Lake Seppings is well signed with the Menang place name and has been for at least a decade. A risk assessment to inform the public comment period assessed Lake Seppings as having a low risk because it could be reasonably concluded the highly visible interpretive infrastructure at the place inferred the location was already officially named with the Menang place name. Owners of property directly adjoining this reserve were therefore not directly informed, although the proposal was made available to the public through all other public information channels.
49. Reserve 4156 is under a co-management order with the Western Australian Museum. The Museum endorses the overall project, and supports the City's proposal to dual name this reserve *Kalyenup / Major Lockyer Park*.
50. The geographic feature Mount Elphinstone largely occurs within private residential property. The property owner has been informed of the proposal to dual name this feature *Walchecup / Mount Elphinstone* and that the naming proposal will have no impact on the property. The property owner was also invited to submit comment. No feedback has been received in response to this invitation.
51. Oyster Harbour is managed by Department of Water and Environmental Regulation who have endorsed the proposal for dual naming of this water body.
52. Synergy who manage the Grassmere Wind Farm are supportive of the proposal to dual name Sandpatch shoreline, and have expressed desire to be included in discussions regarding on-site signage and interpretation when the time comes.

## GOVERNMENT & PUBLIC CONSULTATION

### Community notification and consultation

53. The localities and geographic features identified for naming are the result of extensive research of historical records and other sources of traditional place names undertaken by a consultant. In addition, extensive consultation has taken place with the local Menang Noongar community to confirm and endorse identified place names, and contribute meaning and/or stories associated with places.
54. A Project Working Group was established to direct the project, and comprised relevant City officers along with representatives from Department Planning, Land and Heritage, Landgate, SCNRM, and the project consultant.
55. In addition to the Noongar consultation, the City has consulted extensively with the wider community as follows:
  - Approximately 5,000 direct letters mailed or emailed to owners of property potentially impacted by this proposal, including an invitation to provide feedback.
  - Nineteen organisations holding leases with the City in or surrounding:
    - i. Big Grove;
    - ii. Middleton Beach;
    - iii. Foundation Park;
    - iv. Troode Street;
    - v. Simpson Road;
    - vi. Drome;
    - vii. Willyung, and;
    - viii. Mt Melville.

Leaseholders were informed that the proposal would have no impact on their organisation or business name, address or lease with the City.

- Government agencies managing land or waterways on which identified places for naming are located.
  - Progress Associations, including a request to promote the project and public comment period to their members.
56. South West Aboriginal Land and Sea Council (SWALSC) have supported this project and in particular the Noongar engagement from the outset. Regular briefings of the Senior Legal Officer have occurred throughout the project, and SWALSC have shared all invitations to Noongar workshops and on-country field trips with members.
57. Ordinarily this proposal would be submitted to SWALSC for endorsement, however the organisation has advised it is not in a position to present this proposal to its Wagyl Kaip Southern Noongar Working Party due to the Working Party being occupied with the latter stages of the South West Native Title Settlement.
58. The following government organisations have been consulted or informed of the project, in particular places that are under the management of the specific organisation:
- Department of Biodiversity, Conservation and Attractions
  - Department of Water and Environmental Regulation
  - Museum of the Great Southern
  - Department of Planning, Lands and Heritage
  - Water Corporation
  - Department of Transport
  - Southern Ports Authority
  - Development WA
  - Department of Fire and Emergency Services
  - Department of Communities
  - Main Roads
  - Synergy

While many of the identified places for naming are situated on land managed by some of the above agencies and the City has limited jurisdiction in effecting place naming in these locations, State Government agency support to achieve the project is invaluable, and the City has encouraged these agencies to use the project findings to progress place naming on their land where possible.

59. The proposed places for naming were advertised on the Public Comment page on the City's website from 22 December 2020 to 30 April 2021. The page provided all the places, the proposed place names, maps to download displaying the location of all places, a feedback form and ability to post a comment to the page.
60. The City's Communications and Engagement Advisory Group has been provided regular updates of progress of the project, including this proposal. The Advisory Group includes community members in its membership.

61. Letters/correspondence of support for the project and the proposal have been received from the following organisations:
- Wellstead Progress Association
  - Albany Golf Club
  - Department of Biodiversity, Conservation & Attractions
  - Anglican Parish Albany
  - Museum of the Great Southern
  - King River Recreation Club
  - Lower Kalgan Community Association
  - South Coast Natural Resource Management Inc
  - Department of Water and Environmental Regulation
  - Synergy (Grassmere Windfarm)

### STATUTORY IMPLICATIONS

62. The *Land Administration Act 1997* refers to this item.
63. Landgate is responsible for maintaining the State's Gazetteer and nomenclature database known as GEONOMA. Local governments and government agencies responsible for the administration of land within Western Australia are required to make submissions to Landgate for any naming proposals for place names, features, administrative boundaries, localities or roads within their jurisdiction.
64. The Policies and Standards for Geographical Naming in Western Australia includes a number of fundamental requirements for the naming of roads, administrative boundaries, cultural and topographical features. They include legislative considerations, external policies and cultural factors to ensure a sound toponymic heritage for future generations of Western Australians.
65. In Western Australia the practice of officially naming features, localities and roads is covered under Section 26 and 26A of the Land Administration Act (1997). This legislation is supported by policies and processes which provide the necessary information for any person or group interested in the naming and the determination of extents for roads, topographical features, points of interest, administrative boundaries and localities.
66. The use of Aboriginal names and words for naming features, administrative boundaries and roads are a way of recognising the different enduring cultural and language groups. Names originating from an Australian Aboriginal language local to the area of the geographic feature, locality or road, must be written in a standard recognised format with use subject to agreement from the relevant Aboriginal community.
67. Named features may remain in their traditional language without translation of the generic descriptor. A descriptive term may be added to indicate the true nature of the feature. The Western Australian government's Aboriginal and Place Naming Guidelines are at Attachment C.

### POLICY IMPLICATIONS

68. The City of *Albany Aboriginal Accord 2003* relates to this item.
69. The *Albany Local Planning Strategy 2019* (part 2), sections 2.5.1 and 2.5.2 relate to this item.
70. The City of Albany Policy and Procedure: *Welcome to Country, Acknowledgement of People and Country and Cultural Performances 2017* relates to this item.



## RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Reputational:</b> Owners of property directly impacted by proposed places for naming are unaware of the proposal until after Council endorsement.	Possible	Minor	Medium	Directly impacted landowners have been corresponded with and provided 30 days to give feedback.  The proposal relates only to land the City manages (with the exception of Tamungup, Miritch and Walchecup), and naming will not have any impact on privately-owned properties.
<b>Reputational:</b> Council endorses the proposal however the proposed places are rejected for approval by Landgate.	Unlikely	Minor	Low	The City will work with Landgate to resubmit the proposal in an acceptable format.
<b>Community:</b> Noongar community member(s) present advising they had no knowledge of the proposal.	Possible	Moderate	Medium	The consultant is available for one-on-one briefings to advise of the research and Noongar engagement findings.  The consultant report will be made publicly available.  SWALSC have distributed information about the project to all their members through the duration of the project.
<b>Financial:</b> External grant funding is not able to be sourced for new interpretive infrastructure in named places.	Possible	Minor	Medium	Prioritise budget allocation where necessary and explore all options to achieve objectives.
<b>Opportunity:</b> The proposal has the potential to see more places and geographic features identified for Aboriginal and dual naming, promoting Menang Noongar language, culture and history.				
<b>Opportunity:</b> Aligning previously dual named locations with current Aboriginal and Dual Naming Guidelines to ensure that signage is consistent with the naming protocols Traditional place name / European name. This will require the three Mounts be dual named correctly, with signage reflecting this correction as part of the interpretation phase of the project.				
<b>Opportunity:</b> As the public becomes more familiar with dual-named places over time, places are likely to be referred to by their Menang name only.				

## FINANCIAL IMPLICATIONS

72. Existing interpretive infrastructure will be replaced under operational budget allocation.
73. Further external grant funding will be sought to progress new interpretive infrastructure for the places included within this current dual-naming proposal.

## LEGAL IMPLICATIONS

74. Nil.

## ENVIRONMENTAL CONSIDERATIONS

75. Place naming does not impact the management of a place, therefore environmental management measures such as bushfire mitigation will continue to occur under existing arrangements. This may include traditional burning where appropriate and permissible under relevant procedures.

## ALTERNATE OPTIONS

76. Council could opt not to name or dual name all the proposed places in this report. This is not recommended as it would compromise trust built with the Noongar community that the City engaged in good faith about restoring traditional place names in agreed locations.
77. Council could opt to rename the places proposed for dual naming. While this would be a laudable step in place naming, it is not recommended for the following reasons:
- i. The Noongar community has emphasised the importance of dual naming to restore the traditional place name while continuing to recognise the current European place name.
  - ii. Feedback from the wider community indicates strong support for dual naming, although there were a small minority of comments suggesting renaming as preferable.
  - iii. Dual naming is considered an appropriate intermediary step to transition to an Aboriginal name. Over time dual-named places are expected to become known colloquially by the traditional name as the public becomes more familiar with the traditional place name as well as becoming more commonly used.

## CONCLUSION

78. That the Responsible Officer recommendation be ADOPTED.
79. Aboriginal place naming has been a priority of the Noongar community since at least 2003 and there have been important pieces of work undertaken locally since then to progress this.
80. Significant consultation with the Noongar community, has informed the Restoring Menang Noongar Place Names project, resulting in community identification and agreement of 66 places and place names across the Albany local government area.
81. The City is able to progress 28 of these places for official place naming through Landgate.

<b>Consulted References</b>	:	City of Albany Aboriginal Accord 2003 Land Administration Act 1997 Policies and Standards for Geographical Naming in Western Australia (version 01:2017) Aboriginal and Place Naming Guidelines 2020
<b>File Number (Name of Ward)</b>	:	All Wards
<b>Previous Reference</b>	:	Council Strategic Workshop 28 October 2020

11. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN** – Nil.
12. **MEETING CLOSED TO THE PUBLIC** – Nil.
13. **CLOSURE**