



MINUTES

DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMITTEE MEETING

Wednesday 15 July 2026

5.30pm

Council Chambers

The Five Strategic Pillars



Development & Infrastructure Services Committee
Terms of Reference

Functions:

This Committee is responsible for:

- Sustainable management of natural areas, balancing conservation with responsible access and enjoyment.
- Shared responsibility for climate action.
- Responsible growth, development, and urban renewal.
- Creating interesting, vibrant, and welcoming places.
- Valuing and preserving local history, heritage, and character.
- Ensuring a safe, sustainable, and efficient transport network.

It accomplishes this by:

- Developing policies and strategies.
- Creating progress measurement methods.
- Receiving progress reports.
- Considering officer advice.
- Debating current issues.
- Offering advice on effective community engagement and progress reporting.
- Making recommendations to Council.

Membership: Open to all elected members.

Meeting Schedule: Monthly Meeting

Location: Council Chambers

Executive Officers:

- Executive Director Infrastructure, Development & Environment Services
- Manager Development Services
- Manager Engineering & Sustainability

Delegated Authority: None

DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMITTEE
MINUTES – 13/07/2026

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DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMITTEE
MINUTES – 13/07/2026

1. **DECLARATION OF OPENING** – The Chair declared the meeting open at 5.31pm.

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 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

Mayor: G Stocks (via Zoom, arrived 5.43pm)

Councillors:

Deputy Mayor Councillor
Councillor
Councillor
Councillor
Councillor

P Terry
R Sutton (Chair)
L MacLaren
I Clarke APM
C McKinley

Staff:

Chief Executive Officer
Executive Director Infrastructure, Development
& Environment
Manager Development Services
Meeting Secretary
Meeting Observer

A Sharpe

P Camins
J van der Mescht
P Ruggera
B Munrowd-Harris

Apologies:

Councillor
Councillor
Councillor

R Stephens (Apology)
T Brough (Apology)
M Lionetti (Apology)

No members of the public were in attendance.

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

Conduct of Persons at Meetings: Members of the public attending meetings must be respectful of the Presiding Member, Council and City Officers to ensure the meeting runs efficiently.

Prevention of Disturbance:

- Members of the public are admitted to meetings with the understanding that no expressions of dissent, approval, conversations or other interruptions will take place during proceedings.
- Attendees must:
 - Refrain from interrupting the meeting through approval, dissent or conversation.
 - Conduct themselves appropriately and follow directions if asked to leave.
 - Avoid obstructing access to the meeting or causing disturbances.

Public Question Time. In accordance with clause 4.2 (Procedures for public question time) and clause 8.3 (Where this local law does not apply or is silent) of the *City of Albany Standing Orders Local Law 2014 (as amended)*:

- Public Question Time is limited to 30 minutes, extendable at the discretion of the Presiding Member.
- The Presiding Member may decline to respond to a question if:
 - The same or a similar question was asked at a previous meeting.
 - The question or statement is offensive, unlawful or defamatory. The Presiding Member may request that it be rephrased to ensure that it is appropriate.

Contents of Minutes As per the *Local Government (Administration) Regulations 1996*, regulation 11:

- The minutes of the meeting will include a summary of questions raised during Public Question Time and a summary of the response.

Documents Tabled at Meetings. Documents tabled during Public Question Time or Reports of Members will not be included in the minutes. The minutes will note who tabled the document and will provide a document reference number.

7. PETITIONS AND DEPUTATIONS Nil

8. CONFIRMATION OF MINUTES

RESOLUTION

MOVED: DEPUTY MAYOR COUNCILLOR TERRY

SECONDED: COUNCILLOR MCKINLEY

THAT the minutes of the Development and Infrastructure Services Committee meeting held on 13 May 2026 as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 5-0

There was no DIS Committee held in June 2026 due to there being no agenda items.

9. PRESENTATIONS Nil

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS Nil

DIS476: DRAFT LOCAL PLANNING POLICY 1.8 ELECTRIC VEHICLE CHARGING INFRASTRUCTURE

Land Description	: City of Albany
Proponent / Owner	: City of Albany
Business Entity Name	: City of Albany
Attachments	: Draft Local Planning Policy 1.8 Electric Vehicle Charging Infrastructure DIS440 – Electric Vehicle Charging Infrastructure
Councillor Workstation and Supplementary Information	: N/A
Report Prepared By	: Senior Planning Officer
Authorising Officer:	: Executive Director Infrastructure, Development and Environment

COUNCIL PLAN ALIGNMENT

- **Pillar:** Infrastructure
- **Outcome:** A vibrant city with attractive and connected spaces, supported by forward thinking and responsible planning and development
- **Strategic Priority:** Provide the core and critical infrastructure to enable responsible and sustainable growth

STRATEGIC IMPLICATIONS

1. Council is required to exercise its quasi-judicial function in this matter.
2. In making its decision, Council is obliged to draw conclusion from its adopted *Albany Local Planning Strategy 2019* (the Planning Strategy).

In Brief:

- *Draft Local Planning Policy 1.8 Electric Vehicle Charging Infrastructure* (LPP1.8) was advertised for public comment in July and August 2025, following Council's endorsement to advertise at its meeting in May 2025 (refer report item DIS440: Electric Vehicle Charging Infrastructure).
- No submissions were received on draft LPP1.8 during the advertising period.
- Staff recommend Council resolve to adopt final draft LPP1.8, without modification (refer Attachment 1).

RECOMMENDATION

DIS476: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR CLARKE APM
SECONDED: COUNCILLOR MACLAREN

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 5-0

DIS476: AUTHORISING OFFICER RECOMMENDATION

THAT Council ADOPT Local Planning Policy 1.8 Electric Vehicle Charging Infrastructure, pursuant to Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

BACKGROUND

3. The draft LPP1.8 seeks to encourage the provision of EV charging infrastructure for certain new development within the City of Albany.
4. Draft LPP1.8 was endorsed for advertising by Council at its May 2025 Ordinary Council Meeting.
5. Refer to previous report item DIS440 for further information and background regarding the draft policy.

DISCUSSION

6. Draft LPP1.8 was advertised for public comment between 31 July 2025 and 21 August 2025 via notice in a local newspaper and publication on the City's website. No submissions were received during advertising.
7. No modifications are proposed to the draft policy following the advertising period.
8. It is recommended that Council adopt LPP1.8 without modification.

GOVERNMENT & PUBLIC CONSULTATION

9. The draft policy was advertised in accordance with Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations), for a period of 21 days.
10. Details of advertising as follows:

Type of Engagement	Method of Engagement	Engagement Dates	Participation (Number)	Statutory Consultation
Consult	Notice in Local Paper	31/07/2025 – 21/08/2025	No submissions received	No
Consult	Public comment – City website	31/07/2025 – 21/08/2025		Yes
Consult	Public comment – City offices	31/07/2025 – 21/08/2025		No

STATUTORY IMPLICATIONS

11. Voting requirement for this item is **Simple Majority**.
12. In accordance with the Planning Regulations, adoption of a local planning policy requires resolution of Council following completion of the advertising period.
13. Should Council resolve to adopt LPP1.8, a notice must be published in accordance with clause 87 of the Planning Regulations that advises of the adoption of LPP1.8.

POLICY IMPLICATIONS

14. There are no additional policy implications arising from the adoption of draft LPP1.8.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational: <i>Perception that the City is seeking to add another layer of 'red tape' to the planning process.</i>	<i>Possible</i>	<i>Minor</i>	<i>Low</i>	<i>Provision of EV charging infrastructure is not mandatory</i>
Opportunity: <i>To encourage the provision of EV charging infrastructure that supports the transition to electric vehicles and assists in future-proofing new development.</i>				

FINANCIAL IMPLICATIONS

16. There are no additional financial implications arising from the adoption of draft LPP1.8.

LEGAL IMPLICATIONS

17. There are no legal implications arising from the adoption of LPP1.8.

ENVIRONMENTAL CONSIDERATIONS

18. There are no direct environmental implications arising from the adoption of LPP1.8.

ALTERNATE OPTIONS

19. Council has the following alternate options available under the Planning Regulations:
- Adopt LPP1.8 subject to modifications; or
 - Not adopt LPP1.8.

CONCLUSION

20. Based on the above, staff recommend Council resolve to adopt *Local Planning Policy 1.8 Electric Vehicle Charging Infrastructure* without modification.

Consulted References	:	1. City of Albany Local Planning Scheme No. 2 2. Planning and Development (Local Planning Schemes) Regulations 2015 3. WAPC Position Statement: Electric Vehicle Charging Infrastructure
Previous Reference	:	DIS440 – Electric Vehicle Charging Infrastructure

DIS477: DRAFT LOCAL PLANNING POLICY 1.12 LOCAL DESIGN REVIEW

Land Description	: City of Albany
Proponent / Owner	: City of Albany
Business Entity Name	: City of Albany
Attachments	: Draft Local Planning Policy 1.12 Local Design Review SPP7.0 Design of the Built Environment
Supplementary Information & Councillor Workstation	: N/A
Report Prepared By	: Senior Planning Officer
Authorising Officer:	: Executive Director Infrastructure, Development & Environment

5.43PM: Mayor Stocks arrived in the Chamber via Zoom and participated in the discussion and vote on the item.

COUNCIL PLAN ALIGNMENT

- **Pillar:** Infrastructure
- **Outcome:** A vibrant city with attractive and connected spaces, supported by forward thinking and responsible planning and development
- **Strategic Priority:** Provide the core and critical infrastructure to enable responsible and sustainable growth

STRATEGIC IMPLICATIONS

1. Council is required to exercise its quasi-judicial function in this matter.
2. In making its decision, Council is obliged to draw conclusion from its adopted *Albany Local Planning Strategy 2019* (the Planning Strategy).

In Brief:

- Draft *Local Planning Policy 1.12 – Local Design Review* (LPP1.12) has been prepared to establish a framework for obtaining independent specialist design advice through a Local Design Review Panel (LDRP) to complement the City's formal assessment of significant development proposals.
- *The Planning and Development (Local Planning Schemes) Regulations 2015* (the Planning Regulations) require local governments to have due regard to a range of planning considerations when assessing development applications, including matters relating to design, character and built form, with additional guidance provided by *State Planning Policy 7.0 – Design of the Built Environment* (SPP7.0).
- Draft LPP1.12 identifies the types of development required to undergo review by an LDRP prior to lodgement of a development application.
- Council is requested to resolve to advertise draft LPP1.12 for public comment.

RECOMMENDATION

DIS477: COMMITTEE RECOMMENDATION

MOVED: DEPUTY MAYOR COUNCILLOR TERRY
SECONDED: COUNCILLOR CLARKE APM

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 6-0

DIS477: AUTHORISING OFFICER RECOMMENDATION

THAT Council, pursuant to Schedule 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to advertise draft Local Planning Policy 1.12 – Local Design Review for public comment.

BACKGROUND

3. While planning officers routinely assess design matters as part of the statutory development assessment process, significant development proposals may benefit from independent specialist design advice to assist in evaluating design quality.
4. Under Part 9, clause 67 of the Planning Regulations, local governments are required to have due regard to a broad range of planning considerations when determining development applications including compatibility of a development within its setting, the desired future character of the locality, the relationship of the development to adjoining land, and the likely effects of height, bulk, scale, orientation and appearance all necessitate an assessment of design outcomes.
5. Matters relating to local amenity, character, community impact and consideration of submissions inherently require planning officers to evaluate the quality and appropriateness of a development's design response within its context. Design quality is also frequently raised by the community during the advertising and consultation process for development applications.

DISCUSSION

Design Review Criteria

6. Given the requirement to consider design quality as part of the assessment of development applications, draft LPP1.12 seeks to establish thresholds for high-impact development proposals—being those most likely to result in significant built form or visual impacts—to be referred to an LDRP and subject to independent architectural advice.
7. Draft LPP1.12 identifies the types of preliminary development proposals to be referred to an LDRP for evaluation, prior to submission of a formal development application:
 - Residential development comprising ten (10) or more dwellings.
 - Development of three (3) or more storeys in height.
 - Development located within the Central Business District (CBD), with a total development value at or exceeding \$3 million (refer Figure 1 under draft LPP1.12 document).
 - Development applications with a total project value at or exceeding \$5 million.
 - A major tourist development.
 - Extensions or amendments to proposals referred to in provisions (a) through (e) above, where in the opinion of the City, the proposal would benefit from further design review.

8. It should be noted that the following development types are proposed to be exempt from the policy provision given their zoning, development types or other referral requirements ensure their anticipated impacts are not expected to be as great as the other listed development types:
 - Single houses.
 - Warehouse/storage developments.
 - Development located within Industrial and Rural Zones.
 - Public works undertaken by a public authority other than the City of Albany.
 - Proposals eligible for referral to the State Design Review Panel or another approved design review panel.
9. Subject to the excluded proposals above, the draft policy also outlines certain circumstances where the City may require preliminary development proposals that do not meet the criteria above to undergo design review by an LDRP, at the discretion of the City based on potential impact of the development on the character of a locality.
10. Feedback to staff from Elected Members and Executive Management Team at a Strategic Workshop to a presentation on the draft policy, recommended the referral criteria for cost thresholds initially identified for preliminary development proposals be updated as follows:
 - Within the CBD: increased from \$1.5 million to \$3 million
 - Estimated project total cost: increased from \$3 million to \$5 million (at or above).

Design Review Panel Information

11. An LDRP is an independent panel of design professionals that reviews development proposals with the objective of improving built form and design outcomes.
12. An LDRP typically consists of three (3) or four (4) panel members selected by the City, with membership tailored to the specific needs and design considerations of each proposal.
13. LDRP sessions generally run for approximately one (1) hour, with two (2) review sessions commonly undertaken prior to the panel providing support for the final design outcome.
14. The design review process enables the City to obtain independent expert advice on architectural and urban design matters and provides confidence that major development proposals achieve an appropriate standard of design quality in accordance with the Planning Regulations and SPP7.0. The process also assists in addressing concerns raised through public submissions relating to design quality and built form outcomes.
15. The advice provided by the LDRP is advisory only and is intended to assist the City's assessment of development applications. The statutory responsibility for determining applications remains with the City.
16. The City is able to utilise the existing South West Joint Design Review Panel framework, which has already been established collaboratively by a number of South West local governments, including Bunbury, Busselton, Augusta Margaret River, Capel and Collie. This approach significantly reduces the administrative burden and costs associated with establishing and administering a standalone panel for the City.

Local Context

17. SPP7.0 states that good design should “respond to and enhance the distinctive characteristics of a local area, contributing to a sense of place”. As such, LDRP panel members are required to undertake a comprehensive assessment of the surrounding context and character to ensure that proposals appropriately respond to their local setting.

18. Officers considered including additional wording within the draft policy specifically requiring local character to be considered as part of the design review process. However, this was ultimately considered unnecessary given the matter is already comprehensively addressed through the Design Principles in SPP7.0.
19. The Policy direction was previously discussed at the strategic workshop with feedback from Elected Members suggesting, the value thresholds for CBD and wider town site developments to qualify for design review could be increased.
20. Feedback also emphasised the importance of ensuring that local context is appropriately captured and considered within the design review process.
21. A discussion paper and survey were distributed prior to the strategic workshop. No responses were received on the survey.
22. During the presentation to Elected Members, feedback was provided emphasising the importance of ensuring that local context and character are appropriately considered through the design review process. In this regard, it is noted that the first principle of good design under SPP7.0 is “Context and Character”, which forms a key assessment criterion for the LDRP.
23. Consideration was also given to establishing a standalone City of Albany LDRP. However, given the intention is for only one or two of the City’s largest and most significant development proposals to utilise the panel annually, the associated administrative and financial burden of establishing and maintaining a separate panel was not considered justified.
24. It is also noted that the establishment of a purely local panel may present potential conflicts of interest, given that many local architects and design professionals are likely to have direct or indirect involvement in major local development proposals.
25. Furthermore, many proposals anticipated to be reviewed through the LDRP process are likely to be prepared by local architects and consultants, thereby ensuring local context and understanding are inherently incorporated into the design process.

Benefits of Local Design Review Policy

26. The policy encourages proponents to seek design review prior to lodgement, allowing expert input to inform proposals while designs remain flexible.
27. The policy is intentionally targeted and, based on recent development trends, it is anticipated that only one or two proposals per year will trigger mandatory referral requirements. The policy is therefore intended to apply only to developments likely to have significant design and built form impacts within the City.
28. By addressing design matters early in the process, key built form and design issues have been independently reviewed prior to a proposal being determined, thereby supporting informed decision-making through independent specialist design advice.
29. The City is able to recover the costs associated with design review services in accordance with Regulation 49 of the *Planning and Development Regulations 2009*, enabling the process to operate on a cost-recovery basis.
30. Proponents also benefit from access to multidisciplinary advice from recognised design experts at a comparatively low cost.

Existing Design Review Processes and Comparison with Other Local Governments

31. Within the City of Albany, an LDRP has previously been formed to consider individual development proposals within the Middleton Beach Activity Centre precinct, as required under the *Middleton Beach Activity Centre Structure Plan* and supporting Design Guidelines. In earlier stages, the City initially established one-off LDRPs to consider proposals as they came in. For the most recent proposal, the City utilised the existing South West Joint Design Review Panel framework, which significantly reduced the administrative burden.
32. Outside of the Middleton Beach Activity Centre, there is currently no mandatory requirement for significant development proposals to be referred to a LDRP prior to lodgement.
33. If adopted, LPP1.12 would not be unique to the City of Albany, with approximately 25 other local governments having adopted similar local planning policies within their respective local government areas.

GOVERNMENT & PUBLIC CONSULTATION

34. Approval is sought to advertise draft LPP1.12 for public comment.
35. If Council resolves to advertise draft LPP1.12, notice of the proposed policy will be published in a newspaper circulating within the City of Albany Local Planning Scheme No. 2 (LPS2) area for two consecutive weeks and on the City's website for a period of 21 days.
36. During the advertising period, the draft policy will be made available for inspection at the City of Albany and on the City's website, with submissions invited for a period of 21 days from the date the notice is published.

STATUTORY IMPLICATIONS

37. Voting requirement for this item is **Simple Majority**.
38. The Planning Regulations and LPS2 enable the City to prepare and adopt local planning policies to provide additional planning guidance on matters relevant to the local context and to support the implementation of the planning framework.
39. In accordance with Schedule 2, clause 4 of the Planning Regulations, a draft local planning policy must be advertised for public comment prior to adoption.
40. Following consideration of submissions received, Council may resolve to adopt the Local Planning Policy, with or without modification, or determine that the policy not proceed.

POLICY IMPLICATIONS

41. There are no policy implications associated with advertising draft LPP1.12. Policy implications will be considered by Council following completion of the public advertising process and review of submissions received.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Operational <i>Not proceeding with public advertising of draft LPP1.12 may delay the introduction of a policy framework to obtain independent specialist design advice for significant development proposals, potentially affecting the quality of design outcomes for prominent developments within the City.</i>	Likely	Minor	Medium	<i>Advertise draft LPP1.12 for public comment in accordance with the Planning Regulations. Following consideration of submissions received, the draft policy may be amended prior to being presented to Council for adoption.</i>
Opportunity: <i>Promote high-quality design outcomes for significant development proposals through access to independent specialist design review.</i>				

FINANCIAL IMPLICATIONS

43. There are no financial implications associated with advertising draft LPP1.12 other than the costs of public advertising.
44. Should the policy be adopted, Local Design Review services are intended to operate on a cost-recovery basis.

LEGAL IMPLICATIONS

45. There are no legal implications relating to advertising draft LPP1.12.

ENVIRONMENTAL CONSIDERATIONS

46. There are no environmental implications relating to advertising draft LPP1.12.

ALTERNATE OPTIONS

47. Council has the following alternate options available under the Planning Regulations:
- Resolve to advertise draft LPP1.12 subject to modifications; or
 - Resolve not to advertise draft LPP1.12.

CONCLUSION

48. The Planning Regulations require local governments to consider a broad range of planning matters when assessing development applications, with additional guidance on design quality provided through SPP7.0.
49. Draft LPP1.12 therefore establishes a framework identifying specific development types (generally large-scale developments) that are required to be referred to an independent LDRP for review prior to the lodgement of a development application, to ensure appropriate consideration of design quality outcomes.
50. Council is requested to resolve to advertise draft *Local Planning Policy 1.12 – Local Design Review* for public comment.

Consulted References	: 1. <u>City of Albany Local Planning Scheme No. 2</u> 2. <u>Planning and Development (Local Planning Schemes) Regulations 2015</u> 3. <u>Planning and Development Regulations 2009</u> 4. <u>State Planning Policy 7.0 – Design of the Built Environment</u> 5. <u>WAPC Local Government Design Review Manual</u> 6. <u>Middleton Beach Activity Centre Structure Plan</u> 7. <u>Middleton Beach Activity Centre Design Guidelines Policy</u> 8. <u>Public Works Act 1907</u> & related <u>WAPC fact sheet</u>
Previous Reference	: N/A

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN Nil

12. MEETING CLOSED TO THE PUBLIC Nil

13. CLOSURE

There being no further business the Chair declared the meeting closed at 5.54pm.

(Unconfirmed Minutes)

Councillor Robert Sutton