

## **13.0 CORPORATE & COMMUNITY SERVICES**

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**- R E P O R T S -**

**13.1 FINANCE**

**13.1.1 List of Accounts for Payment – City of Albany**

**File** : FIN 022  
**Reporting Officer(s)** : Manager of Finance (S Goodman)  
**Summary Recommendation** : Approve accounts for payment

**COMMENT/DISCUSSION**

1. The list of accounts for payment for the City of Albany is attached and contains the following:-

Municipal Fund Vouchers 4813 to 5096	totalling	678,721.16
Municipal Fund Direct Debits Payroll	totalling	252,387.87
Loan Repayments	totalling	271,461.41
Other Direct Debits	totalling	2,331.00
<b>Total Municipal Fund</b>		<u>1,204,901.44</u>
Trust Fund Vouchers	totalling	Nil
Trust Fund Direct Debits	totalling	Nil
<b>Total Trust Fund</b>		<u>Nil</u>
<b>TOTAL</b>		<u><u>1,204,901.44</u></u>

**RECOMMENDATION**

THAT the following City of Albany accounts be passed for payment: -

Municipal Fund	totalling	\$1,204,901.44
Trust Fund	totalling	\$ <u>nil</u>
Total		<u>\$1,204,901.44</u>

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**COUNCIL RESOLUTION**

**MOVED COUNCILLOR CECIL  
SECONDED COUNCILLOR WILSON**

**THAT the following City of Albany accounts be passed for payment: -**

<b>Municipal Fund</b>	<b>totalling</b>	<b>\$1,204,901.44</b>
<b>Trust Fund</b>	<b>totalling</b>	<b>\$ <u>nil</u></b>
<b>Total</b>		<b><u>\$1,204,901.44</u></b>

**MOTION CARRIED 14 – 0**

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### 13.1.2 Members Meeting Fees & Allowances

<b>File</b>	:	
<b>Proposal / Issue</b>	:	Council to determine Councillor remuneration & allowances.
<b>Subject land</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer</b>	:	Manager Finance (S Goodman)
<b>Previous Reference</b>	:	N/A
<b>Summary Recommendation</b>	:	That Council set remuneration levels for Councillors

#### **BACKGROUND**

1. Council is requested to set the level of remuneration and allowances for the Mayor, Deputy Mayor, and Councillors for the period 3 May 1999 to 30 June 1999. The minimum and maximum levels for such remuneration are set out in the Local Government (Administration) Regulations. Detail of these levels is set out in the section on statutory requirements.

#### **STATUTORY REQUIREMENTS**

2. Under s.5.98(1) of the Local Government Act , each Council member has a right to be paid meeting attendance fees. While it is the right of individual members to decide whether they wish to be paid an attendance fee, it is the responsibility of Council to
  - ◆ Set the level of fees
  - ◆ Determine whether the fee will be calculated on an annual or per meeting basis
  - ◆ Determine the manner and frequency of payments

Item 13.1.2 continued.....

3. The minimum and maximum levels of attendance fees for members as per the Local Government (Administration) Regulations are:

		Council		Committee	
		Minimum	Maximum*	Minimum	Maximum*
Councillors & Deputy Mayor	Per meeting	\$50	\$120	\$25	\$60
	Or	Or			
	Annual fee	\$2,000	\$6,000	N/A	
Mayor	Per meeting	\$100	\$240	\$25	\$60
	Or	Or			
	Annual fee	\$6,000	\$12,000	N/A	

\* Note : The maximums in each category were increased by 20% in April 1999

4. Section 5.98 (5) provides for an allowance (formerly an “entertainment” allowance) for the Mayor and Deputy Mayor in addition to their meeting fees. This allowance is intended to cover any expenses arising out of activities on behalf of Council. Under Local Government (Administration) Regulation 33 , the minimum for the Mayor is \$500 and the maximum is .002% of Council’s operating revenue (\$43,500 in 1998/99). Regulation 33A gives Council the discretion to have an allowance for the Deputy Mayor of up to 25% of the Mayoral Allowance.
5. Regulation 34A makes provision for a telecommunications allowance for members in place of reimbursement of expenses. The maximum telecommunication allowance is \$2,000 but members whose annual expense exceed the maximum may claim for reimbursement of expenses.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

6. Provision has been made in the 1998/99 budget for the payment of attendance fees and allowances for May and June 1999 based on a Mayoral attendance fee of \$10,000 per annum, a mayoral entertainment allowance of \$10,000 per annum, and councillor attendance fees of \$5,000 per annum. No provision was made for a Regulation 33A allowance for the Deputy Mayor as this allowance was first introduced in April 1999.

**STRATEGIC PLAN IMPLICATIONS**

Nil

Item 13.1.2 continued.....

**COMMENT / DISCUSSION**

7. The decision reached at this meeting will impact the period 3<sup>rd</sup> May 1999 to 30<sup>th</sup> June 1999. The 1999/2000 level of remuneration will be determined as part of the 1999/2000 budget deliberations. The allowance included in the 1998/99 budget does not constrain the decision of Councillors at this time.

8. The estimated annual cost to Council per member of the two options for remuneration (fee per meeting vs fixed annual fee), assuming 100% attendance at 23 Council meetings and Briefing Sessions being treated as Committee meetings, would be:

	Mayor	Councillor
Fee per meeting	\$2,875-\$6,900	\$1,725 - \$4,140
Fixed fee	\$6,000-\$12,000	\$2,000 - \$6,000

9. The former Town and Shire opted to pay the maximum fixed fee. The fee adopted by Council will cover attendance at all activities on behalf of Council and should recognize the size and complexity of governing a City of Albany's size. As an indication of the commitment expected of elected members we only need to refer to the list of committees and organisation Council is expected to be represented on. If the maximum fixed fee is paid it will only represent a nominal fee for the actual time spent on Council business.

10. For the Mayoral Allowance, the former Shire opted to pay the minimum (\$500.00) and the former Town paid an allowance of \$10,000 (45% of the maximum at that time). (Some like City comparisons will be tabled).

11. For administrative simplicity, most Councils have chosen the fixed fee option. If this fee option is chosen, the fee for the 1998/99 financial year would be calculated on a pro rata basis.

12. It is recommended that prior to introducing a telecommunications allowance, Council reimburse actual expenses for a period of time to determine an equitable level of allowance.

13. Other members' expenses such as travel and child minding are reimbursable as of right under the Regulations. The process for claiming such expenditure will be covered as part of the Councillor induction.

Item 13.1.2 continued.....

RECOMMENDATION

THAT Council in setting the following remuneration levels for the Mayor, Deputy Mayor, and Councillors to 30<sup>th</sup> June 1999 agree:-

- i) That the annual meeting attendance fees for members be
  - Mayor (\$6,000 to \$12,000)
  - Deputy Mayor & Councillors (\$2,000 - \$6,000);
- ii) That the annual allowance for the Mayor and Deputy Mayor be
  - Mayor (\$500 - \$43,500)
  - Deputy Mayor (\$0 - to 25% of Mayor's); and
- iii) That members be reimbursed actual telecommunication expenses.

*Voting Requirement Absolute Majority*

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR ARMSTRONG  
SECONDED COUNCILLOR BOJCUN**

**THAT Council in setting the following remuneration levels for the Mayor, Deputy Mayor, and Councillors to 30<sup>th</sup> June 1999 agree:-**

- i) **That the annual meeting attendance fees for members be**
  - Mayor \$12,000**
  - Deputy Mayor & Councillors \$6,000**
- ii) **That the annual allowance for the Mayor and Deputy Mayor be**
  - Mayor \$12,000**
  - Deputy Mayor \$ 3,000**

**and**

- iii) **That members be reimbursed actual telecommunication expenses.**

**MOTION CARRIED 14 – 0**

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## 13.2 ADMINISTRATION

### 13.2.1 New Council Meeting Arrangement and Decision Making Process

<b>File</b>	:	MAN 006
<b>Proposal / Issue</b>	:	Council meeting arrangements
<b>Subject land</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer</b>	:	Manager Administration (R Boardley)
<b>Previous Reference</b>	:	OCM 14/04/99 – Item 13.2.3 SCM 03/05/99 – Item 7.0
<b>Summary Recommendation</b>	:	
<b>Locality Plan</b>	:	N/A

### BACKGROUND

1. A report regarding this matter was considered by Council at the Special Meeting of Electors held on 3<sup>rd</sup> May 1999 when the following resolution was passed:-  
*“That the next ordinary meeting of Council be held at 7.30pm on Wednesday 12<sup>th</sup> May 1999 at the Mercer Road Council Chambers and a report regarding future Council Meeting Arrangements and the Decision Making Process be considered at that meeting.”*
2. Copies of the reports to the Special Meeting held on 3<sup>rd</sup> May and the Ordinary Council Meeting held on 14<sup>th</sup> April 1999, are included in the Elected Members Information Bulletin.

### STATUTORY REQUIREMENTS

3. Section 5.3(2) of the Local Government Act requires a Council to hold Ordinary Meetings not more than three months apart.
4. Local Government (Administration) Regulation 12 requires a Council to give local public notice of the dates, time and place of Ordinary Council Meetings that are to be held in the next 12 months.

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Item 13.2.1 continued.....

5. There are extensive provisions throughout the Act and Regulations that deal with other matters relating to conduct of meetings, voting requirements, quorums, establishing committees etc. these provisions will need to be referred to when dealing in detail with the actual conduct of meetings, formation of committees etc.

#### **POLICY IMPLICATIONS**

6. All policies will be reviewed by the new Council. There are no existing policies of specific relevance at this time.

#### **FINANCIAL IMPLICATIONS**

7. A budget provision has been made for meeting arrangements for the remainder of the 1998/99 year and the Council decisions on what is to occur mainly in 1999/2000 will be provided for in the new budget.

#### **STRATEGIC IMPLICATIONS**

8. Governance – Objective 1.  
Provide good governance for the City of Albany.  
Strategy:
  - a) Comply with the provisions of the Local Government Act 1995 and all other relevant legislation.
  - b) Establish effective two way communication between Council, residents and other stakeholders.

#### **COMMENT / DISCUSSION**

9. Any decision on meeting arrangements and the decision making process is for Council to decide, taking into account the issues raised in the discussion paper.
10. The meeting arrangements and Council decision making process of Council prior to 1<sup>st</sup> May were put in place to accommodate all those then involved.
11. In deciding what should be done, it is logical however to look at the past arrangements including those of the former Town and Shire and other local governments. The final decision will be what best suits the City of Albany – Mayor, Councillors and importantly, the community.
12. The discussion paper does indicate some options for Ordinary Council meetings however, following discussion with Her Worship the Mayor, following is suggested:
  - a) Ordinary Council Meetings – on a 3 weekly cycle commencing Wednesday 12<sup>th</sup> May 1999. Commencing at 4pm (anticipate concluding no later than 7pm).

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Item 13.2.1 continued.....

- b) Briefing Sessions – to be held prior to Ordinary Council Meetings commencing at 1pm (lunch would be provided at 12.30pm). These sessions would enable Mayor and Councillors to discuss the Agenda items for the Ordinary Council Meeting and other matters of relevance and interest.
- c) Committees, Working Parties etc – No standing committees are proposed (standing committees usually meet regularly, say monthly, and deal with a general subject matter, eg finance), however specific purpose committees, working parties and project teams could be established to meet a particular need, with clear terms of reference, reporting requirements and possibly some delegated powers.
- d) Presentations and Deputations - Some of the requirements could be met by people “having their say” at the normal question time/open forum at the Council Meetings, otherwise special arrangements will be made depending on the subject matter and who the party wishes to meet with. Also such presentations could, with the Mayors approval, be included in the briefing sessions.

It is emphasised again that decisions on meeting arrangements and the decision making process are for council to decide.

- 13. The Chief Executive Officer will provide separate notes to the Mayor and Councillors on the particular issues of:
  - Ordinary Council Meeting frequency – eg Fortnightly, three weekly and monthly
  - Ordinary Council Meeting day and time
  - Briefing sessions – time and need etc.
- 14. It is emphasised again that discussions on meeting arrangements with decision making process are for Council to decide. However the Chief Executive Officer and staff who are required to attend these meetings request to be consulted if after hours committee meetings are involved.

#### RECOMMENDATION

#### THAT:

- a) Ordinary Meetings of Council be held every third Wednesday commencing at 4.00pm at the Mercer Road Administration Centre;
- b) Briefing sessions for the purpose of providing the Mayor and Councillors with the opportunity to obtain further information on the Council meeting agenda and other matters, be held at 1.00pm prior to the Council meeting;
- c) No standing committees be appointed, however specific purpose committees, working parties and project teams be appointed as required, with clear terms of reference, reporting requirements and delegated powers as appropriate.

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Item 13.2.1 continued.....

- d) Presentations and Deputations generally be dealt with by way of the “Open Forum” session at Council meetings, however, special arrangements including attending the briefing sessions with the Mayor’s approval be made as appropriate depending on the subject matter and who the party wishes to meet with.

*Voting Requirement Simple Majority*

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The Chief Executive Officer advised the amended recommendation took into account the comments made during Open Forum and also a letter received from the ABC, and provided for a trial period of three months.

Also the Mayor and Councillors had, prior to the meeting, informally discussed the various options and whilst there were differing opinions on the time, day and frequency for Council meetings, the proposal to be considered involved compromise and importantly a review after three months.

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR BAIN  
SECONDED COUNCILLOR LUBICH**

**THAT:**

- a) **Ordinary Meetings of Council be held every third Tuesday commencing at 7:30pm at the Mercer Road Administration Centre;**
- b) **Briefing sessions for the purpose of providing the Mayor and Councillors with the opportunity to obtain further information on the Council meeting agenda and other matters, be held at 5:30pm prior to the Council meeting;**
- c) **No standing committees be appointed, however specific purpose committees, working parties and project teams be appointed as required, with clear terms of reference, reporting requirements and delegated powers as appropriate.**
- d) **Presentations and Deputations generally be dealt with by way of the “Open Forum” session at Council meetings, however, special arrangements including attending the briefing sessions with the Mayor’s approval be made as appropriate depending on the subject matter and who the party wishes to meet with.**
- e) **That the above procedures be trialled for a period of three months.**

**MOTION CARRIED 14 – 0**

### 13.2.2 Council Committees and Representation on External Bodies, Committees and Organisations etc.

<b>File</b>	:	MAN
<b>Proposal / Issue</b>	:	Council Committees and Representation on External Bodies, Committees and Organisations etc.
<b>Subject land</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer</b>	:	Manager Administration (R Boardley)
<b>Previous Reference</b>	:	OCM 08/07/98 – Item 13.2.9 SCM 03/05/99 – Item 8.0
<b>Summary Recommendation</b>	:	That Council appoint representatives to the various committees, external bodies and organisations, as listed in the schedule included in the Elected Members Information Bulletin.
<b>Locality Plan</b>	:	N/A

#### BACKGROUND

1. This matter was considered by Council at the Special Meeting held on 3<sup>rd</sup> May 1999 when the following resolution was passed:  
“*THAT:*
  - i) *the report regarding Council committees and representation on external bodies, committees, organisations etc be received and further considered at the next ordinary meeting of council;*
  - ii) *in the interim period, if a council representative is requested to attend a meeting of an external organisation, the Mayor or his/her nominee attend such a meeting.*”

#### STATUTORY REQUIREMENTS

2. Section 5.8 of the Local Government Act 1995 deals with the establishment of committees and states as follows:  
“**5.8.** *A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*  
\* *Absolute majority required.*”

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Item 13.2.2 continued...

3. Section 5.9 of the Local Government Act 1995 deals with the types of committees and states as follows:-
  - “5.9 (1) *In this section-  
‘other person’ means a person who is not a council member or an employee.*
  - (2) *A committee is to comprise-*
    - (a) *council members only;*
    - (b) *council members and employees;*
    - (c) *council members, employees and other persons;*
    - (d) *council members and other persons;*
    - (e) *employees and other persons; or*
    - (f) *other persons only.”*

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

4. Governance – Objective 1.  
Provide good governance for the City of Albany.  
Strategy:
  - a) Comply with the provisions of the Local Government Act 1995 and all other relevant legislation.
  - b) Establish effective two way communication between Council, residents and other stakeholders.

#### **COMMENT / DISCUSSION**

5. Council currently has in place a number of advisory and management committees and was also represented on various external committees by the Commissioners and staff.
6. A schedule of the various committees and representation is included in the Elected Members Information Bulletin.
7. Following the election of the Mayor and Councillors it is necessary for Council to consider the representation on these committees and organisations to replace the former Commissioners and staff members who have been appointed to the committees/organisations pending the election of the Mayor and Councillors.

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Item 13.2.2 continued....

8. The Mayor and Councillors who are interested in representing Council on the various committees and organisations are requested to indicate their interest by completing the attached form and returning it to the Chief Executive Officer by Monday 10<sup>th</sup> May 1999.

RECOMMENDATION

THAT Council appoint representatives to the various Committees, external bodies and organisations, as listed in the schedule included in the Information Bulletin.

*Voting Requirement Simple Majority*

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The Chief Executive Officer advised Councillors had nominated for the various committees, and appointments could be made to all except the following, for which a ballot would be held at a later date:

Albany Airport Advisory Committee  
Albany Economic Development Unit  
Town Hall Theatre Management Committee  
Great Southern Grammar School Board  
Port Liaison Committee

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR WOLFE  
SECONDED COUNCILLOR WEST**

**THAT Council appoint representatives to the various Committees, external bodies and organisations as listed in the schedule attached to the Information Bulletin and that a copy of the completed schedule be attached to the minutes of this meeting.**

**MOTION CARRIED 14 – 0**

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### 13.2.3 Proposed Seniors Advisory Committee

<b>File</b>	:	REL 074
<b>Proposal / Issue</b>	:	To establish a City of Albany Seniors Advisory Committee
<b>Subject land</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer</b>	:	Community Development Officer (R Shanhun)
<b>Previous Reference</b>	:	N/A
<b>Summary Recommendation</b>	:	Endorse proposal to establish a Seniors Advisory Committee
<b>Locality Plan</b>	:	N/A

#### BACKGROUND

1. 1999 is the International Year of Older Persons (IYOP) and as such presents a unique opportunity for Council to begin the process of building a “City for all ages”, a community which encourages mutual respect and understanding between generations and which values each and every community member regardless of their age.
2. Western Australian Seniors (People of 60 years and over) currently represent 14% of the State’s population. Because of its lifestyle and climate, Albany has a higher percentage of seniors than the average, which is expected to climb to around 25% by the year 2021. In a little over 20 years seniors will make up almost a quarter of our population.

#### STATUTORY REQUIREMENTS

3. Section 2.8 of the Local Government Act 1995 reads as follows:

*“5.8 A local government may establish \* committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

*\* Absolute majority required.”*

Item 13.2.3 continued...

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

4. No specific budget allocation required. Grant funding of \$1,000 will be available to assist with establishment costs.

### **STRATEGIC IMPLICATIONS**

5. The City of Albany's Strategic Plan is based around the vision that:

*"Albany will be the best regional city in which to live, work, invest and visit. It will be renowned for its lifestyle, outstanding natural beauty, heritage, friendliness and thriving, rural and urban economy."*

Our Mission Statement begins:

*"Through strong leadership and consultation, we will serve and respond to the needs of our community"*.

A specific goal contained in the Strategic Plan is to:

*"Support and contribute to the provision of community, cultural and recreational services, facilities and programs to meet community needs and enhance quality of life."*

A key area of the above goal is Seniors' Services.

### **COMMENT / DISCUSSION**

13. The City of Albany has a large and increasing population of seniors. In its endeavors to adequately service the aging members of our community the City needs to ensure that the services and facilities it provides are accurately targeted and meet the needs of seniors. This will be best achieved through a process of direct consultation and by involving Seniors and other seniors services agencies in the decision making process.
14. It is widely recognised throughout Local Government that one of the most effective means of direct consultation between Council and community interest groups is through the appointment of an advisory committee, which comprises members of the target group and other associated stakeholders. Such an advisory committee is then required to consider relevant issues and report to Council through the presentation of meeting minutes. Terms of reference a proposed for the City of Albany Seniors Advisory Committee are attached.

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Item 13.2.3 continued...

15. It is proposed to establish the Seniors Advisory Committee in conjunction with the Lower Great Southern Primary Health Unit which has been successful in obtaining a Government grant of \$1,000 to assist with the project. These funds must be expended by the LGSPHU by 30<sup>th</sup> June 1999 therefore it is envisaged the project will be implemented as quickly as possible. In any event the funds should be transferred to Council to be used in establishing the Advisory committee and in providing its members with relevant and appropriate training and equipment.
16. The Ministry of Sport and Recreation has also been involved in developing the proposal through its Healthy Agency program and involvement with groups such as the over 50's Recreation Association.
17. A City of Albany Seniors Advisory Committee will provide the older persons in our community with a voice and an opportunity to actively participate in community affairs that affect them. It will empower our seniors and promote a positive image of their role and value in the community. It will certainly contribute to the process of making Albany an "Altogether better place".

#### RECOMMENDATION

THAT Council:-

- i) endorse the proposal to establish a City of Albany Seniors Advisory Committee and Council's Community Development Officer be requested to progress this proposal in conjunction with the Lower Great Southern Primary Health Unit and Ministry of Sport and Recreation;
- ii) Nominate an elected member to be a representative and deputy on the Advisory Committee;
- iii) Request that the \$1,000 funding granted to the Lower Great Southern Primary Health Unit for the purpose of establishing a Seniors Interest Advisory Committee be paid to Council to assist with establishing the Advisory Committee and providing members with appropriate training and equipment.

*Voting Requirement Absolute Majority*

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#### AMENDED RECOMMENDATION

THAT Council:-

- i) endorse the proposal to establish a City of Albany Seniors Advisory Committee and Council's Community Development Officer be requested to progress this proposal in conjunction with the Lower Great Southern Primary Health Unit and Ministry of Sport and Recreation;
- ii) Nominate an elected member to be a representative and deputy on the Advisory Committee, together with the Chief Executive Officer or his nominated representative;

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- iii) Request that the \$1,000 funding granted to the Lower Great Southern Primary Health Unit for the purpose of establishing a Seniors Interest Advisory Committee be paid to Council to assist with establishing the Advisory Committee and providing members with appropriate training and equipment.

*Voting Requirement Absolute Majority*

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR CECIL  
SECONDED COUNCILLOR MOUNTFORD**

**THAT Council:-**

- i) **endorse the proposal to establish a City of Albany Seniors Advisory Committee and Council's Community Development Officer be requested to progress this proposal in conjunction with the Lower Great Southern Primary Health Unit and Ministry of Sport and Recreation;**
- ii) **Nominate Her Worship the Mayor and a deputy to be a representative on the Advisory Committee, together with the Chief Executive Officer or his nominated representative;**
- iii) **Request that the \$1,000 funding granted to the Lower Great Southern Primary Health Unit for the purpose of establishing a Seniors Interest Advisory Committee be paid to Council to assist with establishing the Advisory Committee and providing members with appropriate training and equipment.**

**MOTION CARRIED 14 - 0**

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**CITY OF ALBANY**  
**Seniors Advisory Committee**

**Terms of Reference**

**1. Name**

The name of the Committee shall be the City of Albany Seniors Advisory Committee, hereafter referred to as “the Committee”.

**2. Purpose**

- To better inform Council on the needs of a significant and growing section of Council’s constituency.
- To provide an avenue of communication / consultation between Council and the seniors community.
- To avoid duplication and make maximal use of any resources to enhance the services and facilities provided by Council to seniors.

Seniors are defined as being persons of 60 years of age and over.

**3. Terms of Reference**

The Committee shall:

- i) Advise the Council on the needs of seniors within the City of Albany;
- ii) Act as a consultation forum between Council, seniors and relevant seniors organisations;
- iii) Advise the Council on the relevance of existing seniors services and facilities in the community and help to generate and promote ideas for the establishment of new services/ facilities;
- iv) Deal with matters referred to its by the Council from time to time; and
- v) Deal with matters referred to it by seniors and other sections of the community.

**4. Members**

The Committee shall be established by the Council in accordance with Section 5.8 of the Local Government Act 1995. All members of the Committee will be appointed by Council in accordance with Section 5.10 of the Act.

The Committee shall comprise 11 Committee members consisting of the following:

- 2 council representatives (Chairperson and one other) Including at least one elected members (Mayor or Councillor)
- 2 representatives from seniors service agencies
- 5 representatives from seniors community groups
- 2 representatives from the wider seniors community

**5. Meetings**

The Committee shall meet quarterly or more frequently as required.

**6. Deputations**

The Committee may invite any person or organisation to attend any meetings, but such persons shall not be entitled to vote on any decision arising from such meetings.

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**7. Sub-Committee**

The Committee may appoint a sub-committee to carry out a particular task. A sub-committee shall not exercise a power or perform a duty without the prior approval of the Committee.

**8. Quorum**

The Quorum for a meeting of the Committee shall be six members present.

**9. Voting**

Each member, including the Chairperson, who is present at the meeting shall be entitled to one vote.

If the vote of members present are equally divided, the Chairperson may cast a second vote.

**10. Minutes**

The Committee shall keep detailed minutes of all business transacted at its meetings.

A copy of the Minutes shall be presented to Council and all Committee members within 14 days of the meeting.

Minutes of all Committee meetings shall be permanently affixed to a minute book and shall be signed by the Chairperson of the meeting at which they were confirmed.

**11. Terms of Appointment**

All terms of office shall be 12 months.

Members may be appointed for consecutive terms pending ratification by Council.

No members, other than the City of Albany representatives may sit more than two consecutive terms of office.

If a member fails to attend three consecutive meetings of the Committee his or her appointment shall be automatically terminated, unless leave of absence has been granted.

**12. Vacancies**

In the event of a resignation of a community representative the Committee may nominate a replacement to fill the vacancy for the remainder of the normal term. Any such nomination's to be ratified by Council.

**13. Council Appointment of Committee**

The Committee shall forward a list of names for appointment to the Council in accordance with Section 5.10 of the Local Government Act 1995.

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**14. Amendments to the Terms of Reference**

The Terms of Reference may be amended in two ways:-

- a) On receipt of a request signed by no less than six (6) members of the Committee, the Terms of Reference may be amended at a Special Meeting called for that purpose; or
- b) By Council of its own initiative following consultation with the Committee.

***Points to Note:***

- Recommendation for the City's elected representative to be the Mayor. This will ensure the advisory committee is given maximum possible credibility.
- 11 other committee members to provide a mix of community and professional representatives.
- Establishing a Seniors Advisory Committee will be seen as positive, affirmative action encouraging consultation and community involvement.
- The focus for the Committee should be a proactive approach and the promotion of healthy lifestyle initiatives, rather than being reactive to aging issues.

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### 13.3 LIBRARY SERVICES

#### 13.3.1 Library Services Review

<b>File</b>	:	STR 021
<b>Proposal/Issue</b>	:	Library Services Review
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer</b>	:	Manager Library Services (J Flottmann)
<b>Previous Reference</b>	:	OCM 24/03/99 - Item 13.3.1.
<b>Summary Recommendation</b>	:	That Council nominates one Councillor to participate in the interview panel for the selection of a Consultant to undertake the Library Services Review as defined in the "Review of Library Services Brief".
<b>Locality Plan</b>	:	N/A

#### BACKGROUND

1. It is recognised that the existing Albany Public Library located in York Street is reaching its physical capacity to meet the needs of a growing community. Experience demonstrates that the community of Albany place a high value on Library Services with a high participation rate. Membership has increased significantly over the past seven years and now stands at almost 70% of the population. In addition the range of services offered has increased in response to both community needs and participation rates. Many external factors are influencing the changing nature of Library Service delivery with the most significant of these being information technology and electronic publishing.
2. To respond to these growing demands and changes, a number of Library Service planning activities have been initiated...
  - A comprehensive Community Survey of both library users and non-users was undertaken in 1998.
  - The Library is preparing a Business Plan, which will provide a clear framework for the work of the Library Services Team over the next five years.

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Item 13.3.1 continued...

3. In addition to these activities, a review of Library Services has been planned to assist Council to plan for the long term provision of Library Services. The data gathered through the Community Survey will provide key information for the review.
4. A brief for this review has been adopted by Council and advertised. The closing date for the receipt of submissions is Wednesday 5<sup>th</sup> May 1999.

### **STATUTORY REQUIREMENTS**

5. The Public Library Service is operated as a partnership between the City of Albany and the Library and Information Service of Western Australia (LISWA) through formal agreements under the *Library Board of Western Australia Act 1951 - 1983*. These existing agreements and legislation form part of the parameters for the review.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

6. The City of Albany's 1998/99 Budget has an allocation of \$30,000 under Library Operations - Feasibility Study to undertake the Library Service Review. (COA 165120). These funds will be used to advertise for and engage a consultant to undertake the review including research, community consultation and report of findings and recommendations. The funds will also be used to cover any internal administrative costs and publicity associated with the review.
7. Any other financial implications arising from this service review will be reported to Council to be considered as part of Council's budget process.

### **STRATEGIC IMPLICATIONS**

8. Under "Services for People", the City's Strategic Plan contains an objective to "Provide and plan for library services which support and enhance the quality of life of a growing community". The following strategies have been identified to achieve this objective:-
  - a) Identify community library and information needs
  - b) Develop a plan for library service growth
  - c) Provide equitable access to library resources and services for all members of the community
  - d) Collect, preserve and provide access to the community's recorded cultural heritage.

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Item 13.3.1 continued....

9. In addition to the 1998 Library Community Survey, the Library Service Review will further research future community needs. The major aim of the Review is to determine the Strategic objective of developing a plan for Library service growth.

**COMMENT/DISCUSSION**

10. The proposed time-table for this project involves the short-listing of submissions by 10<sup>th</sup> May followed by interviews provisionally planned to take place on the Friday 14<sup>th</sup> May. It is envisaged that the successful Consultant will be appointed by the end of May, followed by implementation during June & July with a final report to Council during August 1999.
11. A Working Party comprising the Chief Executive Officer; Executive Director Corporate and Community Services; Executive Director Strategic Planning; Manager Library Services and Project Officer Corporate Development will oversee the Library Service Review. It is recommended that a representative from Council be nominated to participate in the Working Party and on the interview panel.
12. A full briefing on the background of this project, and the details of the proposed review will be provided for the nominated Councillor at a time of their convenience, however the "Library Services Review Brief" is attached for your information.

**RECOMMENDATION**

THAT Council nominates Councillor \_\_\_\_\_ to participate in the Library Services Working Party.

*Voting Requirement Simple Majority*

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR WALKER  
SECONDED COUNCILLOR LUBICH**

**That Council nominates Councillor Cecil to participate in the Library Services Working Party.**

**MOTION CARRIED 14 – 0**

**13.4 DAY CARE CENTRE**

Nil.

**13.5 TOWN HALL**

Nil.

**13.6 ALBANY LEISURE & AQUATIC CENTRE**

Nil.

## **15.0 STRATEGIC PLANNING**

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### **- I N D E X -**

#### **15.1 COMMUNITY PLANNING**

#### **15.2 MARKETING & COPORATE PLANNING**

##### **15.2.1 Use of City Brand**

#### **15.3 PROJECT DEVELOPMENT**

#### **15.4 STRATEGIC PLANNING**

**- R E P O R T S -**

**15.1 COMMUNITY PLANNING**

Nil.

## 15.2 MARKETING & COPORATE PLANNING

### 15.2.1 Use of City Brand

<b>File</b>	:	REL086
<b>Proposal/Issue</b>	:	Use of City of Albany Brand
<b>Subject Land/Locality</b>		N/A
<b>Proponent</b>		N/A
<b>Owner</b>		N/A
<b>Reporting Officer(s)</b>	:	Project Officer Corporate Development : C Grogan
<b>Previous Reference</b>	:	15.2.1 Ordinary Council Meeting 24 <sup>th</sup> February 1999
<b>Summary Recommendation</b>	:	That Council authorises the “City of Albany Altogether Better” brand be used by the Coordinator of the ‘City of Albany Christian Community Calendar’; and approves amendments to the Brand Management Guidelines in respect of use of the brand by Government Agencies.

### BACKGROUND

1. At the Ordinary Council Meeting held on the 12th August 1998 Council endorsed guidelines for the use of the City of Albany ‘*Altogether Better*’ brand by non-Council organisations. See attachment in the Bulletin for details.
2. On the 21st November, the City of Albany launched the brand and invited local organisations that wished to participate in promoting Albany as a quality location to present proposals for the use of the brand.

### STATUTORY REQUIREMENTS

3. The copyright of the City of Albany “Altogether Better” brand belongs to the City of Albany.

Item 15.2.1 continued

4. For those organisations that meet the criteria of the Brand Management Guidelines and wish to use the brand for one-off initiatives a letter of approval outlining Council's requirements is provided. However if the organisation wishes to use the brand in a more general way (say on their stationery) a two-year licence agreement is entered into. The licence agreement has been designed using the Brand Management Guidelines endorsed by Council last August.
5. There are no other known or legal implications relating to this item.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

6. Organisations wishing to utilise the brand in support of its products, services and activities are required to enter into a licence agreement with Council, which must be registered with the Tax Department. The Licensee is required to meet any costs imposed by the Taxation Department.
7. Where an organisation wishes to sell the City of Albany brand as a product in itself, eg on T-Shirts or on pens Council will agree a 'royalty' rate with the Licensee, such that periodic royalty payments will be returned to Council. It is proposed that these funds can then be used to support other initiatives designed to 'market' Albany.
8. Where an organisation simply wishes to use the brand to denote locally based or locally made products no such 'royalty' payment is to be introduced.
9. The Licence Agreement explicitly provides Council with mechanisms that can be applied if a licensed organisation changes their operation in such a way that they no longer comply with the Brand Management guidelines. In entering this agreement Council is not responsible for any injury or associated problem arising from the use of the products bearing the City of Albany brand.

**STRATEGIC PLAN IMPLICATIONS**

10. The City's Economic Development Goal is to "contribute to the creation of a positive climate of sustainable economic development, which is compatible with the life style and environment our citizens enjoy". It is argued that by working in partnership with locally based organisations to promote the City of Albany and its products Council is actively contributing to the achievement of this economic development goal.

Item 15.2.1 continued

**COMMENT/DISCUSSION**

11. At the Ordinary Council Meeting on the 24th February 1999 Council delegated authority to the Chief Executive Officer to:
  - approve and refuse applications from organisations within the City of Albany municipality to use the “Altogether Better” brand, within the parameters of the Brand Management Guidelines, and
  - to authorise all associated documentation arising from this delegated authority including the affixing of Council’s Common Seal on relevant Licenses.
12. A request to use the City of Albany brand has been received from an individual citizen and such a request technically falls outside of the Brand Management Guidelines which were designed to deal with requests from Business & Community organisations.
13. Mrs Weatherly is the creator and coordinator of a the City of Albany Christian Community Calendar *“which has been devised with the sole purpose of uniting all the churches in Albany in as many ways as possible. While recognising that each has its own beliefs and formats, there are many common areas of friendships, sharing – caring and help, and community work and service projects within our churches. To enable the churches contribution to our community to be more effective and meaningful, the calendar seeks to facilitate, encourage and consolidate this togetherness as Altogether Better”*.
14. Mrs Weatherley updates the calendar monthly and distributes it to over 20 churches that have expressed support for the project. Mrs Weatherley meets all the administrative and postal costs associated with the calendar and while she does not represent any one community or church organisation the Albany Ministers’ Fellowship has endorsed the project.
15. Mrs Weatherley requests that the City of Albany “Altogether Better” brand be authorised for use on the City of Albany Christian Community Calendar. (See the attached letter of request, letter of support and example of the City of Albany Christian Community Calendar).
16. The spirit of this request meets the brand management guidelines criteria in that the overall goals will deliver benefits to the Albany by providing information to help communities across the City of Albany to work together for the good of Albany and its people.

Item 15.2.1 continued

17. The Brand Management Guidelines were designed to deal with requests from Business & Community organisations, not from private individuals or from Government agencies. There have been a number of approaches and formal requests from local offices of Government bodies wishing to use the 'Altogether Better' brand to support individual initiatives or to help their organisation demonstrate a local presence and resource sharing.
18. It is proposed that where the City of Albany is actively working on an initiative with a Government Agency and where the 'product' (such as a policy document) clearly meets the criteria of the Brand Management Guidelines, that the product be authorised to incorporate the City's brand. This would demonstrate the City's involvement in, and support for, the initiative. It is proposed that the Brand Management Guidelines be amended accordingly.

RECOMMENDATION

THAT Council:

1. authorises Mrs Margaret Weatherley, the Coordinator of "The City of Albany Christian Community Calendar" to use the City of Albany "Altogether Better" brand on the Calendar; and
2. approves the amending of the Brand Management Guidelines to allow the use of the City of Albany Brand on compliant "products" arising from joint working with Government Agencies.

*Voting Requirement Absolute Majority*

.....

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR EVANS  
SECONDED COUNCILLOR BAIN**

**THAT Council:**

- 1. authorises Mrs Margaret Weatherley, the Coordinator of "The City of Albany Christian Community Calendar" to use the City of Albany "Altogether Better" brand on the Calendar; and**
- 2. approves the amending of the Brand Management Guidelines to allow the use of the City of Albany Brand on compliant "products" arising from joint working with Government Agencies.**

**MOTION CARRIED 14 – 0**

MINUTES - ORDINARY COUNCIL MEETING - 12/05/99  
\*\* REFER DISCLAIMER \*\*

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PO - CD

April 7th, 1999

The Chairman of Commissioners  
Dr Ken Michael  
City of Albany  
PO Box 484  
ALBANY 6330

CITY OF ALBANY RECEIVED		
- 8 APR 1999		
FILE	CORRO No.	OFFICER
RELO86	9905092	PA/ENSP
REPLY	ACKNOW SENT	CNL/BLTN
(Y/N)	/ /	

Dear Dr Michael

I am writing as a private citizen to request permission to use our City Logo on the new 'City of Albany Christian Community Calendar'.

Last year I realised how much our churches here actually do, both within and outside of their individual congregations, and the potential of the "togetherness" of the 4000 odd Christians involved. After consultation with over 20 churches and ministers brought overwhelming support and encouragement for the concept, our first calendar was issued in February. Since then a Christian school has also indicated their desire to participate.

The purpose of the calendar is to communicate the various activities which take place within our community that the churches are involved in and responsible for, thus maximising events, resources and manpower for the greatest overall benefit possible to our City:

"The City of Albany Christian Community Calendar has been devised with the sole purpose of uniting all the churches in Albany in as many ways as possible. While recognising that each has its own beliefs and formats, there are many common areas of friendships, sharing - caring and help, and community work and service projects within our churches. To enable the churches contribution to our community to be more effective and meaningful, the calendar seeks to facilitate, encourage and consolidate this togetherness as 'Altogether Better'."

I would therefore greatly appreciate it if the City would be willing to recognise and support this initiative and allow the logo to be used as it says exactly what this idea is all about

*The churches together are definately 'Altogether Better'*

Enclosed is a copy of our last issue, which is updated monthly, and a letter of endorsement from the Albany Ministers' Fellowship.

I would be pleased to discuss the project in greater detail if this would be helpful.

Thankyou for your consideration

Yours Faithfully



Margaret Weatherley  
City of Albany Christian Community Calendar Co-ordinator  
Phone: 0898448572

*Albany Ministers' Fellowship*

April 7th, 1999

The Chairman of Commissioners  
Dr Ken Michael  
City of Albany  
PO Box 484  
Albany

CITY OF ALBANY  
RECEIVED

- 8 APR 1999

FILE	CORRU No.	OFFICER
RELO86	9905093	PA/EDSP
REPLY	ACKNOW SENT	CNL/BLTN
Y/N	/ /	

Dear Dr Michael

I am writing to recommend Margaret Weatherley and the work she is doing in producing the City of Albany Christian Community Calendar.

As past Chairman of the Albany Ministers' Fellowship, which is made up of the clergy of the mainstream churches of Albany, I have worked with Margaret on the concept of the Calendar. Her initiative has seen its development to its present stage. The Albany Ministers' Fellowship sees the calendar as a valuable aid in the development of unity among the various churches, and in planning the work of the church as a whole in all its aspects: programs and projects, pastoral care, community service, etc. This greatly enhances the churches' service to the community as a whole.

I concur with her request to have the City of Albany recognise the value of this work by endorsing the use of the City Logo on the Calendar

Yours faithfully,

*John Spencer*

John Spencer  
Minister,  
Church of Christ, Albany  
☎ 9842 1032

**CITY OF ALBANY CHRISTIAN COMMUNITY CALENDAR**  
**APRIL EDITION**  
**CO-ORDINATOR: MARG WEATHERLEY PHONE: 98448572**

DATE	TIME	PLACE	CONTACT	FUNCTION
*April 1	4 - 9 pm	The Church of Living Water Lot 24, Lower King Rd	David Main	Prayer vigil - come & go as you please
*April 7	7.30pm	Albany Family Church	Arthur Crispin 9842044	New Life Crusade 'From Crime to Christ' with Greg Condon. Experience the power of God
*April 8	7.30pm	New Life Centre Pioneer Rd	Peter Adkin 98448958	As above
*April 9	10.00am	Albany Family Church	Arthur Crispin	Ladies Meeting
*April 9	8.30pm	Outside 'Johnno's' York St	Arthur Crispin	'Downtown'
*April 10	7.30pm	Albany Town Hall	Arthur Crispin	Evangelistic Crusade with Guest Artists Peter Condon, Donna Condon & Ken Schnieder
*April 11	9.30am	Christian Family Church	Norm Baty 413116	Morning service with Greg Condon
	10.00am	Albany Family Church	Arthur Crispin	Morning service with Donna Condon
	10.00am	New Life Centre	Peter Adkin	Morning service with Ken Schnieder
*April 11	6.30pm	Christian Family Church	Norm Baty	Final New Life Crusade meeting - combined
April 11	8.00am & 9.30am	St Johns, York St	Ted Gibson 98415015	Bishop Hamish - Annual visit
April 17	9.00am -2.00pm	St Johns, York St	Ted Gibson	Annual Fair
*April 17	2.30pm	Bethel Christian School	Ken Crowther 98422100	Thanksgiving & Praise Service - celebration of opening of Administration block RSVp 26/3/99
*May 1	9.30am-4.30pm	The Church of Living Water Lot 24, Lower King Rd	Rev Gail Donaldson-Stiff 98448850	'Finding Your Spiritual Path' lead by Archdeacon. Michael Pennington. Cost \$20.00, inc morning & afternoon tea

May 14, 21, 28	7.00am-10.00am	St Johns, York St Dorothy Wood Hall	Ted Gibson John Abraham	This will be a weekly Friday morning 'Tea & Toast' breakfast when John Abraham will lead a study on Genesis, Romans, & Matthew
May 15	9.30am-4.00pm	St Johns, York St	Ted Gibson	Missionary Rally with speaker Mrs J Nichols who has served with aboriginals for many years
May 15	6.30pm	Beginning Catholic Church Martin Road	Maureen Cameron 98441305	Chaplaincy Dinner
May 16, 23, 30	5.30pm	St Johns, York St	John Abraham	Evening Prayer - an Exposition of Revelation with John Abraham
June 4, 11, 18, 25	7.00am- 10.00am	St Johns, York St Dorothy Wood Hall	John Abraham	Continuation of weekly 'tea & toast' studies with John Abraham
June 6, 13, 20, 27	5.30pm	St Johns, York St	John Abraham	Continuation of Evening Prayer & Revelation
* June 12	Phone 98444201	Christian Family Troode St	Sally Puzey 98444201	In service course for all children's workers. Guest speakers Peter Jackson & Leslie Surmon of Sonshine Childrens Ministries (Perth)
* June 13	5.30pm	Baptist Church, Bethel Way	Mac Cameron 98441305	Recognition of H.S. Chaplain, S.R.E., S.S., Youth Club etc teachers
July 2, 9, 16, 23, 30	7.00am- 10.00am	St Johns, York St Dorothy Wood Hall	John Abraham	Continuation of weekly 'tea & toast' studies with John Abraham
July 4, 11, 18, 25	5.30pm	St Johns, York St	John Abraham	Continuation of Evening Prayer & 'Revelation'
August 6, 13	7.00am- 10.00am	St Johns, York St Dorothy Wood Hall	John Abraham	Continuation of weekly 'tea & toast' studies
Aug 1, 8, 15	5.30pm	St Johns, York St	John Abraham	Cont. of Evening Prayer & Exposition of Revelation
August 29- 31		Christian Family Church Troode St	Norm Baty 98441484	"Heavens Gates & Hells Flames" Production

MINUTES - ORDINARY COUNCIL MEETING - 12/05/99  
\*\* REFER DISCLAIMER \*\*

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**15.3 PROJECT DEVELOPMENT**

Nil.

**15.4 STRATEGIC PLANNING**

Nil.

## **12.0 DEVELOPMENT SERVICES**

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### **- I N D E X -**

#### **12.1 DEVELOPMENT**

- 12.1.1 Proposed Shed – 9 Little Oxford Street, Gledhow
- 12.1.2 Albany Foreshore Redevelopment Project - Survey
- 12.1.3 Proposed Guest House – 71-73 Spencer Street, Albany
- 12.1.4 Membership to State Planning Committees
- 12.1.5 Extractive Industry – Lot 2, Location 49 Albany Highway, Willyung
- 12.1.6 Extractive Industry – Location 5880 Albany Highway, Albany, Willyung
- 12.1.7 Albany Ring Road Study

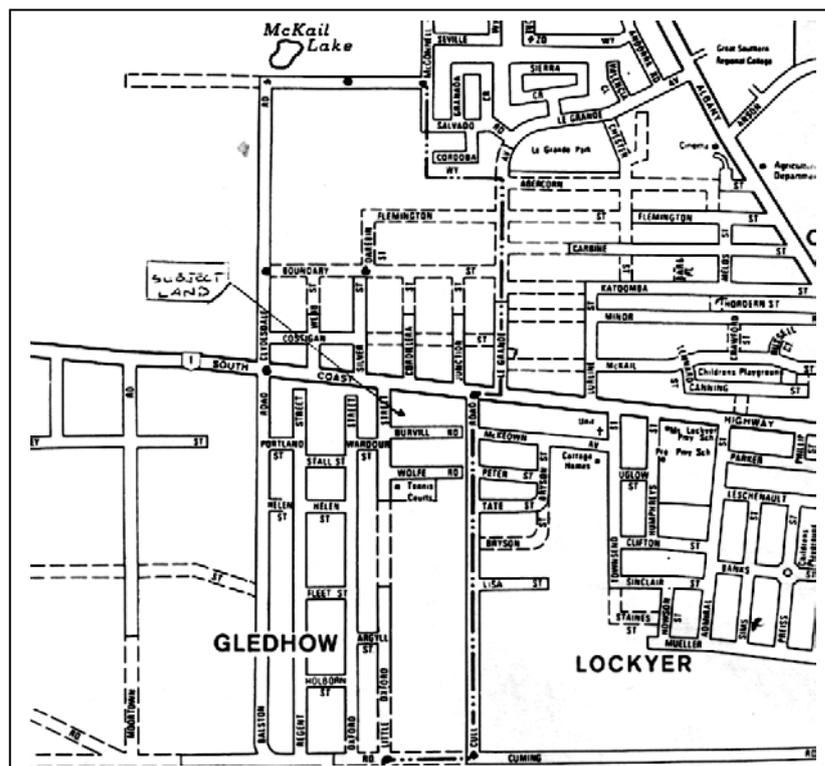
#### **12.2 EDUCATION & COMPLIANCE**

## - R E P O R T S -

### 12.1 DEVELOPMENT

#### 12.1.1 Proposed Shed – 9 Little Oxford Street, Gledhow

<b>File</b>	:	A70851 PSC 995112
<b>Proposal/Issue</b>	:	Construction of a Shed
<b>Subject Land/Locality</b>	:	Location 233 Lot 105 (9) Little Oxford Street, Gledhow
<b>Proponent</b>	:	CR, WJ & RC Simmons
<b>Owner</b>	:	CR, WJ & RC Simmons
<b>Reporting Officer(s)</b>	:	Naomi Kipling (Administration Officer – Development)
<b>Previous Reference</b>	:	Nil
<b>Summary Recommendation:</b>		Refuse Planning Scheme Consent.
<b>Locality Plan</b>	:	



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Item 12.1.1 continued

## **BACKGROUND**

1. The proponent seeks to build an 18m<sup>2</sup> zinalume shed at 9 Little Oxford Street, Gledhow. The subject land is zoned 'Residential' in the City of Albany Town Planning Scheme No. 3. A site plan follows.
2. The proponent has been advised that staff do not have the ability to approve the proposal because it does not conform to Council's policy relating to cladding on outbuildings. The applicant has requested that the matter be presented for consideration by Council.
3. The proponent purchased the shed from Harvey Norman 2 months ago and was advised by the salesperson that it should be accepted by Council. After receiving advice from Council Officer's that the zinalume shed could not be approved (without Council consideration) the proponent went back to Harvey Norman. Harvey Norman then advised that they were not aware of Council's policy on outbuildings.

## **STATUTORY REQUIREMENTS**

Nil.

## **POLICY IMPLICATIONS**

4. Council's policy as detailed in "Guideline 4 – Outbuildings [part (e)] all outbuildings must be constructed of "masonry, timber, hardi-plank or similar non-reflective material or clad in factory applied colour finished sheet metal." Zinalume has been defined as a reflective material.
5. It is important to note that under the policy "the walls and roof of the proposed outbuilding may be constructed of reflective materials where the outbuilding is less than 15m<sup>2</sup> in area and it is not prominently visible to public areas".

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC PLAN IMPLICATIONS**

Nil.

## **COMMENT/DISCUSSION**

6. Council officers have visited the site and confirm that the shed would be visible from the adjoining road. The shed however could be screened from the road by the use of fencing or planting. The shed has adequate setbacks under the City of Albany Town Planning Scheme 3.

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Item 12.1.1 continued

7. The following recommendation is consistent with Council policy. Staff are receiving adverse comments on the need for smaller sheds (which are located in rear yards or built up areas) to be clad in colourbond materials. Those owners feel the requirement is excessive and places additional costs on them. The appropriate policy will be submitted for review by Council in the near future.

**RECOMMENDATION**

THAT Council refuse to grant planning consent for a zincalume shed to be built at 9 Little Oxford Street, Gledhow because it does not comply with Council’s policy on the cladding of outbuildings in Residential zones.

*Voting Requirement Simple Majority*

.....

Councillor Walker proposed an alternate recommendation, on the basis that the current policy is written to control building finishes in the newer suburbs and Council delegations do not allow planning staff to consider projects outside the policy. There are various materials used to clad houses and outbuildings on adjoining lots in this locality and the proposed cladding is used consistently on outbuildings in the older suburbs of Albany, even though it is inconsistent with Council’s policy. Whilst staff were able to take those matters into consideration, they did not have the capacity to approve this development.

**COUNCIL RESOLUTION**

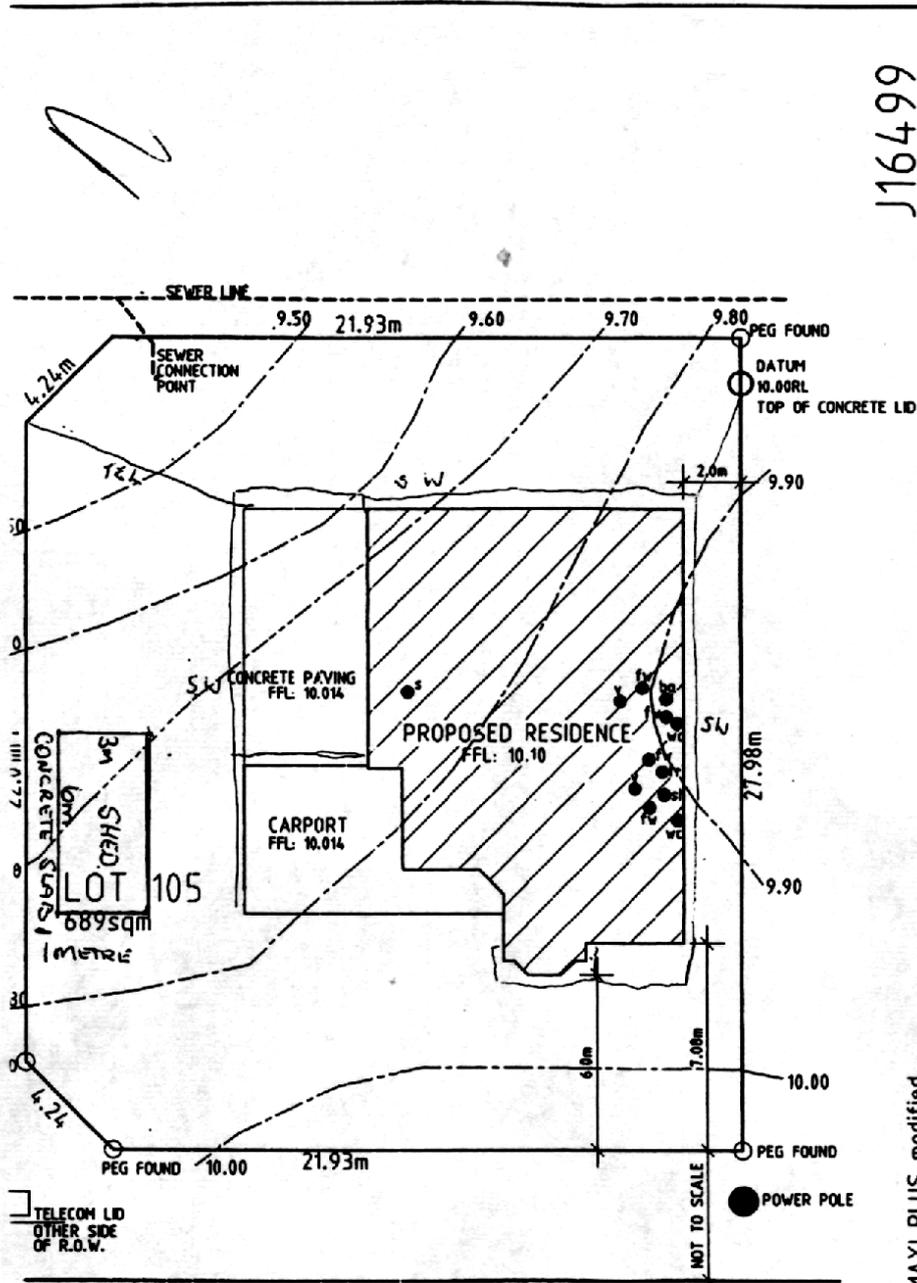
**MOVED COUNCILLOR WALKER  
SECONDED COUNCILLOR ARMSTRONG**

**THAT Council grant planning scheme consent for a zincalume shed to be built at Location 233 Lot 105 (9) Little Oxford Street, Gledhow subject to appropriate screening being developed between the approved shed and the adjoining road network. The shed setback from the front boundary may need to be increased to achieve appropriate screening;**

**AND**

**THAT a review of Council’s policy on “Outbuildings” be undertaken as a matter of priority with appropriate recognition being given in a revised policy to the variations in age and character of residential areas in Albany.**

**MOTION CARRIED 13 – 1**



J16499

CONTENTS: ROOF LAYOUT SITE PLAN		CHANGES:	
CAD REF: P-320-98	JOB: P.320-98	SHEET No: 2 OF 8	
DRAWN: N. JONES	DATE: SEPT 98	SCALE: 1:100, 1:200	
CLIENT: R. SIMMONS & T. REED, AT: LOT 105 LITTLE OXFORD ST, ALBANY			
PROJECT: PROPOSED BRICK VENEER RESIDENCE			
THE HOMEBUYERS CENTRE - MAXI PLUS modified <b>PENTEC</b> COMMERCIAL & RESIDENTIAL DESIGN & DRAFTING SERVICES 28 Pring Street Albany NSW 2100 Ph: 42 2298 Fax: 41 4071 Notes: Copyright Lines apply to all drawings by: Pentec's designs and drawings IIDA Member			

LITTLE OXFORD STREET

NOTE: STORMWATER BY OWNER TO COUNCILS REQUIREMENTS  
 DRIVEWAY BY OWNER TO COUNCILS REQUIREMENTS

SITE PLAN SCALE 1:200

### **12.1.2 Albany Foreshore Redevelopment Project - Survey**

<b>File</b>	:	STR013
<b>Proposal/Issue</b>	:	Tabling of Community Survey
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	Albany Port, Harbours and Foreshores Preservation Group
<b>Owner</b>	:	Crown
<b>Reporting Officer(s)</b>	:	R Fenn – Executive Director Development Services
<b>Previous Reference</b>	:	Cncl 24/03/99 Item 13.2.3
<b>Summary Recommendation:</b>		Table Survey Results
<b>Locality Plan</b>	:	N/A

### **BACKGROUND**

1. At the Council meeting on the 14<sup>th</sup> April 1999 the Albany Port, Harbours and Foreshores Preservation Group (APHFPG) supplied the Chairman of Commissioners with a copy of a report entitled Albany Foreshore Redevelopment Project Community Survey (March 1999).
2. A copy of that report is reproduced in the Elected Members Report/Information Bulletin.

### **STATUTORY REQUIREMENTS**

Nil.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

3. The survey of residents and compilation of the report has been independently undertaken by the APHFPG.

### **STRATEGIC PLAN IMPLICATIONS**

Nil.

Item 12.1.2 continued

**COMMENT/DISCUSSION**

4. The report is tabled for Council discussion and/or use. The results are drawn from a sample of 560 responses gathered using mail out and face to face interviews. The outcomes of the survey are detailed in the Executive Summary, on page 4 of the attachment report. The survey questions are included in the report.
5. An “Accord” has recently been developed by City Heart, Albany Chamber of Commerce and the Albany Port User Liaison Group. A copy of that Accord will be obtained and tabled for Council’s references.
6. At its meetings on the 10<sup>th</sup> and 24<sup>th</sup> March 1999 Council resolved:
  1. *That Council urge State Government to adopt a consultative and staged approach in relation to the Albany Foreshore Redevelopment Project.*
  2. *In view of the fact that the community is seeking more information and input into the project the State be requested to release the current development proposal to enable community opinion to be ascertained.*
  3. *To achieve (2) above, the State Government:*
    - i) *Implement a detailed information program across the Great Southern Region;*
    - ii) *Undertakes a properly constituted market research program to gauge public opinion on the key elements of the project across the Great Southern Region; and*
    - iii) *Uses the results of the market research to assist in making its final decisions.*

**RECOMMENDATION**

THAT the report entitled “Albany Foreshore Redevelopment Project – Community Survey (March 1999)” prepared by the Albany Port, Harbours and Foreshores Preservation Group be tabled.

*Voting Requirement Simple Majority*

.....

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR DUFTY  
SECONDED COUNCILLOR CECIL**

**THAT the report entitled “Albany Foreshore Redevelopment Project – Community Survey (March 1999)” prepared by the Albany Port, Harbours and Foreshores Preservation Group be tabled.**

**MOTION CARRIED 14 - 0**

### 12.1.3 Proposed Guest House – 71-73 Spencer Street, Albany

**File** : A150411

**Proposal/Issue** : Proposed Four Bedroom Guesthouse and Managers Residence.

**Subject Land/Locality** : Location AT144 (71-73) Spencer Street, Albany.

**Proponent** : Mr Adrian Gawned and Ms Alison Scott

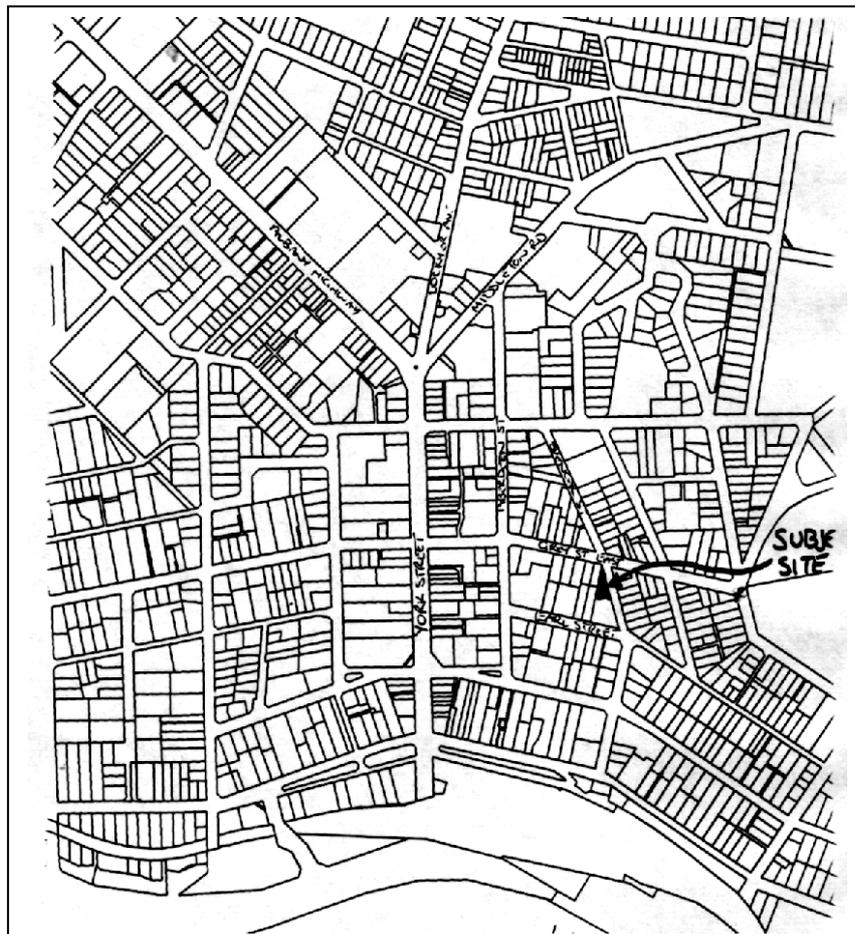
**Owner** : DJ Yendall & J Hummerston

**Reporting Officer(s)** : Planning Officer (C Pursey)

**Previous Reference** : Nil

**Summary Recommendation:** Issue a conditional Planning Consent.

**Locality Plan** :



Item 12.1.3 continued

## **BACKGROUND**

1. Council is requested to consider an application for a four bedroom Guesthouse at Location AT144 (71-73) Spencer Street, Albany.
2. 71-73 Spencer Street, Albany is 733m<sup>2</sup> in area and zoned Residential 'R30'. The existing dwelling is listed on Council's Municipal Inventory and in Town Planning Scheme 1A as being of heritage value. The proposal was referred to the Heritage Council of WA which raised no objection.
3. The application involves the minor internal redevelopment of the existing residence to a Guesthouse which will accommodate three "bed and breakfast" units and a manger's unit. An additional two storey unit is proposed at the rear of the property. A copy of the application and supporting letter is included in the Elected Member's Report/Information Bulletin.

## **STATUTORY REQUIREMENTS**

4. A Guest House can be assessed as a 'Residential Building' under Town Planning Scheme 1A. A Residential Building is an 'SA' use under Town Planning Scheme 1A which therefore requires advertising and the special consent of Council after consideration of submissions. The proposal was advertised for twenty one days; during which time three submissions were received. A copy of the submissions follow this report.
5. The three submissions were received from properties adjoining the proposal.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC PLAN IMPLICATIONS**

Nil.

## **COMMENT/DISCUSSION**

6. The three submissions raise a variety of objections to the proposed development, these are addressed separately below.

---

Item 12.1.3 continued

7. Cars parking in bays one and two may have a detrimental impact upon the residents of 21-23 Grey Street East as they have existing habitable rooms facing these parking bays. The occupier of the adjoining residence has requested that these parking bays be screened to avoid headlight glare entering the dwelling. If Council was to require a screen wall or fence on or near the boundary, the applicants can ask for fifty percent of the cost of this work from the objector in accordance with the Dividing Fences Act.
8. A condition requiring the upgrading of the fence or the screening of the car parking bays is appropriate to this application. To eliminate headlight glare a dividing fence can also be pursued separately to this application by the neighbour through the Dividing Fences Act.
9. The owner of 62-64 Earl Street, (the property adjoining the subject site to the rear) has raised concerns, should Council approve the additional holiday unit to the rear of the site that, it may encourage the applicants to object to future development of his own site. (3 double storey dwelling units).
10. The additional unit meets the setback requirements of the Residential Planning Codes of WA and meets the requirements of Council's Urban Design Guidelines. It could be approved under delegated authority. It is not considered appropriate for the two applications to be considered in conjunction with each other. The applications are required to be considered separately and assessed on their own individual planning merit.
11. Concern has also been raised over the number of parking bays made available to the proposal. Spencer Street is already utilised by a number of people for parking, to the detriment of the residents of the locality.
12. The proposal meets the requirements of Town Planning Scheme 1A. That scheme requires one parking bay per bed, plus two for a residence. The requirement is therefore for six parking bays. As shown on the plans submitted. The proposed parking area is also designed in a manner that will function effectively for guests.
13. Residents are concerned that the introduction of a guesthouse into this area will change the existing residential character of the locality. Apart from the Earl of Spencer being next door to the proposed guesthouse, the area is generally residential in character.
14. 71-73 Spencer Street is in close proximity to the Central Area and the lots between contain a mix of uses between residential and commercial. Holiday makers spend little time in their holiday units, most leaving in the morning to visit the attractions of the City and returning at night after eating out. The impact of tourists on the adjoining community may be less than if a series of rental properties for permanent occupancy were created on the property.
15. Overall, the proposed changes to the fabric of the building are minor and the proposed additional building meets the requirements of existing policies and Town Planning Scheme 1A. Most of the issues raised can be effectively addressed or managed via appropriate conditions on a Planning Consent.

Item 12.1.3 continued

RECOMMENDATION

THAT Council resolve pursuant to the City of Albany Town Planning Scheme 1A to grant conditional Planning Scheme Consent for a Guest House at Location AT144 (71-73) Spencer Street. The conditions are to include, but not be limited to:

- The effective screening of the proposed parking area from the habitable rooms at 21-23 Grey Street East, Albany prior to the commencement of operations on the site.
- Signage being limited to a plaque, with a maximum area of 0.2sqm.

*Voting Requirement Simple Majority*

.....  
Councillor Armstrong proposed a modified recommendation, to cover the concerns expressed by those commenting on the proposal and reinforce the intent of Council's approval.

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR ARMSTRONG  
SECONDED COUNCILLOR EVANS**

**THAT Council resolve pursuant to the City of Albany Town Planning Scheme 1A to grant conditional Planning Scheme Consent for a Guest House at Location AT144 (71-73) Spencer Street. The conditions are to include, but not be limited to:**

- **The effective screening of the proposed parking area from the habitable rooms at 21-23 Grey Street East, Albany prior to the commencement of operations on the site.**
- **Signage being limited to a plaque, with a maximum area of 0.2sqm.**
- **The future management of the Bed and Breakfast encourage off-street parking with full utilisation of the on site parking bays that will be part of the operation.**

**Footnote: The Earl of Spencer (on the corner of Spencer and Earl Streets) is a fully operational inn – a place of relaxation and entertainment.**

**MOTION CARRIED 14 – 0**

To Whom It May Concern

I am writing to you in regards to an application for a Four Bedroom Guesthouse at 71-73 Spencer Street, Albany.

As the residing owner of 72 Spencer St I am in opposition to this development. My concerns are varied and of a high nature.

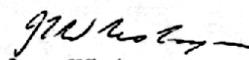
Parking has been addressed in the plans but I still feel it is a major issue in this area. Spencer St, like others in the area is quite a thin road and when cars are parked on both sides it becomes a bit of a hazzard. It is not uncommon, especially on weekends, long weekends and school holidays, when the guesthouse would be utilised the most, to find it very difficult for yourself or your visitors to find an area to park adjacent to your property. In the plans it shows adequate parking for 5 vehicles. There is no mention as to how many people will be able to be accomadated in the guesthouse and attached unit at one time. This becomes an issue to me as there is no certainty that the guests, employees and their visitors will use these car parks due to the ease of parking on the road. Currently I am only aware the end unit of the block is rented out and it is not uncommon for 3 cars to be parked on either side of the road whilst visiting this unit.

When I purchased my home 3.5 years ago it was important for myself as a single girl to live in a secure, established and friendly area. I felt Spencer St had this quality and it was a determining factor in my decision to invest in this area. I am on speaking terms with all of my immediate neighbours and many in the Spencer, Rowley, Grey St area. Like the residents of Rowley St, when they were faced with a similar situation last year, I too feel this kind of development in the immediate vicinity will alter our neighbourly security and feel. I know I will feel a certain amount of insecurity in the movement of unknown people and vehicles at all times of the day and night, 7 days a week and I feel this has been unfairly imposed on me after I made an informed decision 3.5 years ago. It is also something I feel people will put a fair amount of consideration on if I put my property on the market. I hope I have expressed this in a way you all can understand my real concern.

I am concerned the developing of Albany and our catering for the tourist dollar is sometimes put ahead of the residents who also inject a lot into the community. I have worked, lived, purchased a property and been a customer in Albany for 4 years now. I am hoping to invest in a business in the near future and am planning on being here for a long time.

Thankyou for letting me put forward my concerns and and I hope you feel they are of importance.

Regards

  
Jayne Wholagan

CITY OF ALBANY RECEIVED		
27 APR 1999		
FILE PR	CORP No. 9905674	OFFICER PLANI
REPLY YAS	ACKNOW SENT / /	CNL/BLTN

CITY OF ALBANY  
RECEIVED

John Foggin  
P. O. Box 109  
Cairns Qld 4870

Planning officer  
City of Albany  
21 York Street  
Albany.

27 APR 1999

FILE	COORD NO.	OFFICER
PR	9905656	PLAN1
REPLY	ACKNOWLEDG SENT	CIN/BLT/

21 April 1999

Attn: Craig Pursey

copy: John Kinnear.

Dear Craig,

Thank you for your advice 31st March: Application Four Bedroom Guesthouse at 71-73 Spencer St. (Yr. ref A150411/P995088).

You will be aware that we were granted Planning consent on our block (62-64 Earl Street) for the development of three strata title units with associated relaxations on the boundary bordering the Spencer Street properties. (File Ref: SO 62-64 Earl Street: RSJ4), on the 26th Sept 1996. Due to economic conditions (along with changes to the Strata Titles Act) this development was deferred and the original application has expired. We applied for an extension of time mid 1997. In June 1997 your office advised that there were no provisions for extension and that a new extension would need to be applied for. Your letter referred to further liaising regarding the eastern boundary and some concerns raised by my neighbour. (Copy of your letter attached.)

We now wish to proceed with this development.

As the Spencer Street proposal includes an additional unit close to our development we consider it imperative that this does not jeopardise our development approvals in any way.

In light of the recent application for planning consent by this neighbour please treat this as reapplication for planning consent that expired officially on 26 Sept 1998. (details enclosed) We enclose the required fee of \$70.00

Craig, you will be aware of the time and funds we have spent to date and we thank you and Rob Fenn for assisting John Kinnear on my behalf during this period.

We look forward to your early advice that we will have no further objections from the neighbours on this current application obviously prior to a Planning consent being issued at 71-73 Spencer street.

Faithfully

John Foggin

Phone: 07 40546423

Fax: 07 546453

Carolyn Fay Foggin  
P. O. Box 109  
Cairns Qld 4870

Chief Executive Officer  
City of Albany  
21 York Street  
Albany.

22th April 1999

Dear Sir Madam

Re: Application for Planning consent - 71-73 Spencer Street, Albany

Dear Sirs/Madam

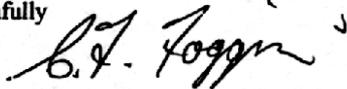
Thank you for your advice regarding the proposed guest house adjacent to my home at 21 Grey Street.

We note that the indicative drawing suggests parking for four cars just adjacent to our bedroom.

We would like confirmation as to what that the developer of this guest house proposes with respect to an adequate buffer structure (i.e. brick and mortar wall) to ensure minimal noise from continual movements of guesthouse cars.

I look forward to your early advice..

Faithfully



Carolyn Fay Foggin

CITY OF ALBANY RECEIVED		
30 APR 1999		
FILE PR	CONTR. No. 9905004	OFFICER A00
REPLY ②	ACKNOW SENT / /	CNL/BLTN

#### **12.1.4 Membership to State Planning Committees**

<b>File</b>	:	GOV059
<b>Proposal/Issue</b>	:	Request for Nominees to Committees
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	Western Australian Municipal Association
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	R Fenn – Executive Director Development Services
<b>Previous Reference</b>	:	Nil
<b>Summary Recommendation:</b>		Note Information
<b>Locality Plan</b>	:	N/A

#### **BACKGROUND**

1. The Western Australian Municipal Association (WAMA) from time to time seeks expressions of interest from elected members and/or staff within Local Government to fill vacancies on Statewide committees.
2. Four vacancies exist in the Western Australian Planning Commission and they are drawn to the attention of elected members. The vacancies are on:

WA Planning Commission – Statutory Planning Committee  
WA Planning Commission – Member and Deputy Member  
WA Planning Commission – Infrastructure Coordinating Committee

#### **STATUTORY REQUIREMENTS**

Nil.

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

3. The successful members will receive appropriate fees for attendance at meetings.

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Item 12.1.4 continued

**STRATEGIC PLAN IMPLICATIONS**

Nil.

**COMMENT/DISCUSSION**

4. A copy of the position descriptions is included in the Elected Members Report/ Information Bulletin. No representatives from this region have participated on these committees in the past. Further details can be obtained from the Development Services section if a Councillor wishes to submit his / her name for consideration.

**RECOMMENDATION**

THAT the information be noted

*Voting Requirement Simple Majority*

.....

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR BAIN  
SECONDED COUNCILLOR WOLFE**

**THAT the information be noted.**

**MOTION CARRIED 14 – 0**



WESTERN  
AUSTRALIAN  
MUNICIPAL  
ASSOCIATION

26 March 1999

Please Quote Our Ref:  
LAN027/SMS wapcin

**VACANCY FOR: WAMA MEMBER - WA PLANNING COMMISSION  
INFRASTRUCTURE COORDINATING COMMITTEE  
(Panel of Four Names)**

Member Councils are invited to submit nominations for this appointment:

**QUALIFICATIONS:**

Elected Member with significant knowledge and/or experience of Town Planning and Infrastructure issues

**TERM:**

Approximately 3 years (up to a maximum of 5 years)

**COMMENCES:**

1 July 1999 (appointment by WAPC)

**REASON FOR VACANCY:**

Expiration of term of present Member

**NAME OF PRESENT MEMBER:**

Mayor Roger Stubbs City of Armadale

**MEETINGS:**

Bi-Monthly

**Location:** Ministry of Planning  
Albert Facey House  
469 Wellington Street, Perth

**Day/Time:** Third Wednesday  
alternate months at  
2.30pm

**Meeting Fee:** \$4,800 per annum

**Duration:** Approximately 2 hours

**TERMS OF REFERENCE:**

In accordance with Town Planning legislation and to deal with infrastructure issues across the State

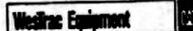
**COMMITTEE MEMBERSHIP:**

The Committee will comprise representatives as follows, or their nominees:

- Chairman, WAPC
- CEO, Ministry of Planning
- Managing Director, Water Authority
- Director General of Transport
- CEO, Western Power
- CEO, Alinta Gas
- Director General of Education
- Commissioner for Health
- CEO, Commerce & Trade
- CEO, Resources Development
- Local Government representative
- Director General, Minerals & Energy
- Environmental Protection representative
- Commissioner of Main Roads
- State Treasury representative
- LandCorp representative
- Telecommunications industry representative
- Other persons WAPC may appoint

Local Government House  
15 Altona Street  
West Perth WA 6005  
PO Box 1544  
West Perth WA 6872  
Facsimile (08) 9322 2611  
Telephone (08) 9321 5055  
Email [info@wama.wa.gov.au](mailto:info@wama.wa.gov.au)  
Website [www.wama.wa.gov.au](http://www.wama.wa.gov.au)

**CORPORATE  
PARTNERS:**



**CONTACTS FOR FURTHER PARTICULARS:**

**About the Committee:**

Simon Wood  
Secretariat  
Ministry of Planning

☎ (08) 9264 7637

**About the Ballot:**

Satu Stephenson  
Executive Assistant  
WAMA

☎ (08) 9213 2026

**BALLOT INFORMATION:**

A ballot will be held at the June 1999 WAMA Executive Committee meeting following close of nominations. Kindly submit a profile for each candidate for information of the Executive at the ballot.

**It is important to note** that we photocopy material for Executive Members and for submission to the relevant Minister and Committee Chairman. It is important that profile information be complete, up to date and typed.

Appointments are conditional on the understanding that nominees and delegates will resign when their entitlement terminates— that is, they are no longer Elected Members or Serving Officers of Local Government. **This ensures that the WAMA representative is always active in Local Government as an Elected Member or Serving Officer.**

When a Council does not desire to nominate a candidate it is not necessary to notify the Secretariat of that fact.

**NOMINATIONS:**

Nominations close with the undersigned on **THURSDAY 20 MAY 1999** at **4.00PM.**

Late nominations will not be accepted.

Typed nominations must be submitted by mail or facsimile only, on the appropriate nomination form.

The declaration on the nomination form **must be signed and dated by the nominee. Unsigned and undated nominations will be deemed ineligible.**

Details of this vacancy can also be found at the Interaction section of the WAMA website at:  
<http://www.wama.wa.gov.au/interaction/index.html>

A copy of the Profile Form may also be downloaded at this site.

**Please note completed forms will not be accepted via email.**



**Peter Hoare**  
Acting Executive Director



WESTERN  
AUSTRALIAN  
MUNICIPAL  
ASSOCIATION

26 March 1999

EDDS

Please Quote Our Ref:  
LAN027/SMS wapcat

**VACANCY FOR: WAMA MEMBER - WA PLANNING COMMISSION  
STATUTORY PLANNING COMMITTEE  
(Panel of Four Names)**

Member Councils are invited to submit nominations for this appointment:

**QUALIFICATIONS:**

Elected Member with significant knowledge and/or experience of town and statutory planning matters

**TERM:**

Approximately 3 years

**COMMENCES:**

1 July 1999 (appointment by WAPC)

**REASON FOR VACANCY:**

Expiration of term of present Member

**NAME OF PRESENT MEMBER:**

Mayor Roger Stubbs City of Armadale

**MEETINGS:**

Weekly

**Location:** Ministry of Planning  
Albert Facey House  
469 Wellington Street, Perth

**Day/Time:** Tuesdays at 12.00 noon

**Meeting Fee:** \$4,800 per annum

**Duration:** Approximately 2 hours

**TERMS OF REFERENCE:**

In accordance with Town Planning legislation and to deal with statutory planning matters such as subdivisions of land, strata titles, Local Government town planning schemes, etc.

**COMMITTEE MEMBERSHIP:**

The Committee will comprise representatives as follows, or their nominees:

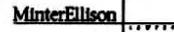
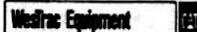
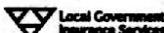
- Chairman
- CEO, Ministry of Planning
- Hon Minister for Regional Development nominee
- Community representative
- Person with experience in planning and related matters
- Local Government representative
- Other persons WAPC may appoint

The Committee also deals with Metropolitan Region Scheme matters as the Perth Region Planning Committee, with the following additional 6 members:

- Chairman from each District Planning Committee: Western Suburbs, South West South East, Eastern, North West
- A Perth City Councillor

Local Government House  
15 Altona Street  
West Perth WA 6005  
PO Box 1544  
West Perth WA 6872  
Facsimile (08) 9322 2611  
Telephone (08) 9321 5055  
Email info@wama.wa.gov.au  
Website www.wama.wa.gov.au

**CORPORATE  
PARTNERS:**



MINUTES - ORDINARY COUNCIL MEETING – 12/05/99  
\*\* REFER DISCLAIMER \*\*

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WESTERN  
AUSTRALIAN  
MUNICIPAL  
ASSOCIATION

26 March 1999

Please Quote Our Ref:  
LAN027/SMS wapcva

**VACANCY FOR: WAMA NON-METROPOLITAN MEMBER & DEPUTY MEMBER  
WAMA METROPOLITAN DEPUTY MEMBER  
- WA PLANNING COMMISSION  
(Panel of Four Names for Each of Three Positions)**

Member Councils are invited to submit nominations for these appointments:

**QUALIFICATIONS:**

Elected Member with significant knowledge and/or experience of Town Planning issues

**TERM:**

Approximately 3 years (up to a maximum of 5 years)

**COMMENCES:**

1 July 1999 (appointment by Governor)

**REASON FOR VACANCY:**

Expiration of term of present Member and Deputy Members

**NAME OF PRESENT MEMBER:**

Cr Sue Metcalf	Shire of Chittering	Non-Metropolitan Member
Cr Bill Scott	Shire of Capel	Non-Metropolitan Deputy Member
Mayor Roger Stubbs	City of Armadale	Metropolitan Deputy Member

**MEETINGS:**

Monthly

**Location:** Ministry of Planning  
Albert Facey House  
469 Wellington Street, Perth

**Day/Time:** Fourth Tuesday of each  
month at 2.30pm

**Meeting Fee:** \$6,800 per annum

**Duration:** Approximately 3 hours

Note: WA Planning Commissioners may be required to participate in planning related sub-committees, which occasionally meet outside the Metropolitan area

**TERMS OF REFERENCE:**

The Commission will:

- Provide advice to the Minister on Town Planning Schemes and amendments throughout the State.
- Prepare Town Planning Schemes for areas of State or regional significance outside the Metropolitan region.
- Coordinate the provision of infrastructure for land development and the planning of transport.
- All things that are necessary to perform its functions [Section 18(2)].

Local Government House

15 Altona Street

West Perth WA 6005

PO Box 1544

West Perth WA 6872

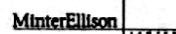
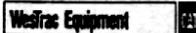
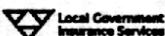
Facsimile (08) 9322 2611

Telephone (08) 9321 5055

Email [info@wama.wa.gov.au](mailto:info@wama.wa.gov.au)

Website [www.wama.wa.gov.au](http://www.wama.wa.gov.au)

**CORPORATE  
PARTNERS:**



**COMMITTEE MEMBERSHIP:**

The Committee will comprise the following representatives:

- Chairman (nominated by Minister)
- 1 WAMA Metropolitan representative
- 1 WAMA Non-Metropolitan representative
- Lord Mayor, City of Perth
- 2 Community representatives
- 6 Heads of Government agencies
- 1 Regional representative

**CONTACTS FOR FURTHER PARTICULARS:**

**About the Committee:**

Simon Wood  
Secretariat  
Ministry of Planning

☎ (08) 9264 7637

**About the Ballot:**

Satu Stephenson  
Executive Assistant  
WAMA

☎ (08) 9213 2026

**BALLOT INFORMATION:**

A ballot will be held at the June 1999 WAMA Executive Committee meeting following close of nominations. Kindly submit a profile for each candidate for information of the Executive at the ballot.

**It is important to note that we photocopy material for Executive Members and for submission to the relevant Minister and Committee Chairman. It is important that profile information be complete, up to date and typed.**

Appointments are conditional on the understanding that nominees and delegates will resign when their entitlement terminates—that is, they are no longer Elected Members or Serving Officers of Local Government. **This ensures that the WAMA representative is always active in Local Government as an Elected Member or Serving Officer.**

When a Council does not desire to nominate a candidate it is not necessary to notify the Secretariat of that fact.

**NOMINATIONS:**

Nominations close with the undersigned on **THURSDAY 20 MAY 1999** at **4.00PM.**

Late nominations will not be accepted.

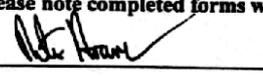
Typed nominations must be submitted by mail or facsimile only, on the appropriate nomination form.

The declaration on the nomination form must be signed and dated by the nominee. **Unsigned and undated nominations will be deemed ineligible.**

Details of this vacancy can also be found at the Interaction section of the WAMA website at:  
<http://www.wama.wa.gov.au/interaction/index.html>

A copy of the Profile Form may also be downloaded at this site.

**Please note completed forms will not be accepted via email.**

  
Peter Hoare  
Acting Executive Director

**12.1.5 Extractive Industry – Lot 2, Location 49 Albany Highway, Willyung**

**File** : P995044

**Proposal/Issue** : Extractive Industry (Sand)

**Subject Land/Locality** : Lot 2 Location 49 Albany Highway, Willyung

**Proponent** : Neil Mostert

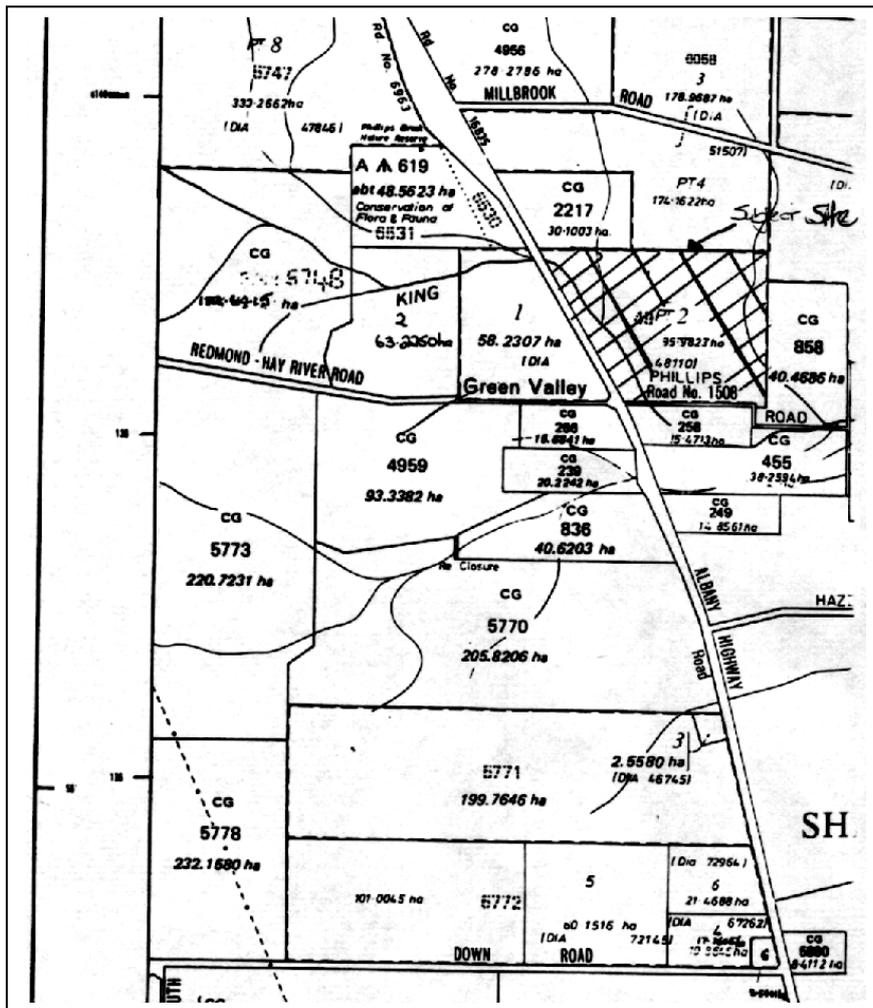
**Owner** : M & T Van Dongen

**Reporting Officer(s)** : J Roach (Planning Assistant)

**Previous Reference** : N/A

**Summary Recommendation:** Approval subject to conditions

**Locality Plan** :



Item 12.1.5 continued

### **BACKGROUND**

1. An application for Planning Scheme Consent has been received to extract sand from a one hectare portion of Lot 2 Location 49 Albany Highway, Willyung. A site plan follows this report.
2. The proposed area is located approximately one kilometre from Albany Highway and is screened from view by existing vegetation.
3. The proponent has stated that rehabilitation of the site will occur within one year of the commencement of operations
4. Access from Albany Highway has been provided to the extraction area with the construction of a new internal road. This has been previously approved by the Main Roads Department.
5. There are no waterways directly affected by the proposal. Extracted sands are to be stored and collected on site. Approximately 5 to 15 trucks are proposed to enter and exit the site daily.

### **STATUTORY REQUIREMENTS**

6. The subject site is zoned Rural and extractive industries are classed as an “AA” use under the City of Albany Town Planning Scheme 3. The proposal was advertised for a period of twenty-one days and letters were sent to surrounding land owners. No negative submissions were received.

### **COMMENT/DISCUSSION**

7. The visual impact of the proposed development upon the area will be minimal. The proposed extraction site is hidden from the view of motorists using Albany Highway. It is located on relatively flat land and is well hidden behind trees and scrubs. Provided suitable rehabilitation of the site occurs, there would be minimal impact upon the site in long term.
8. The subject site has been previously cleared for agricultural purposes and no additional clearing will be required. The land owner wants to establish agricultural uses on the site after the extraction processes has occurred.
9. Council officers have no objection to the proposal subject to suitable conditions being imposed upon the development.

---

Item 12.1.5 continued

RECOMMENDATION

THAT Council grant conditional Planning Scheme Consent pursuant to the City of Albany Town Planning Scheme No. 3 for the development of an EXTRACTIVE INDUSTRY upon Lot 2 of Location 49 Albany Highway, Willyung subject to, but not limited to, conditions requiring;

- i) All requirements of By-Laws No. 9 (Extractive Industry) being complied with to the satisfaction of the Executive Director of Works and Services, including a payment of \$1,700 bond per hectare for remediation work.
- ii) Operation of the pit shall be restricted to the following hours:-  
  
7.00am - 6.00pm Monday to Friday  
7.00am - 5.00pm Saturday  
No operation at all on Sundays or Public Holidays
- iii) The site is to be suitably rehabilitated and recontoured in one hectare cells including rebattering of banks and reseeded and stabilising old extraction areas, immediately after the extraction of sand from the cell is completed.
- iv) This approval is valid until 31<sup>st</sup> December 1999. If the development has not commenced within this period or an Extractive Industry Licence is not issued within any 18 month period, a new approval must be obtained.
- v) The pit shall be suitable drained. No direct discharge shall occur from the pit into a watercourse within the prior approval of Council, based upon advice from the Waters and Rivers Commission.
- vi) Only one hectare of the pit shall be open at any one time.

*Voting Requirement Simple Majority*

.....

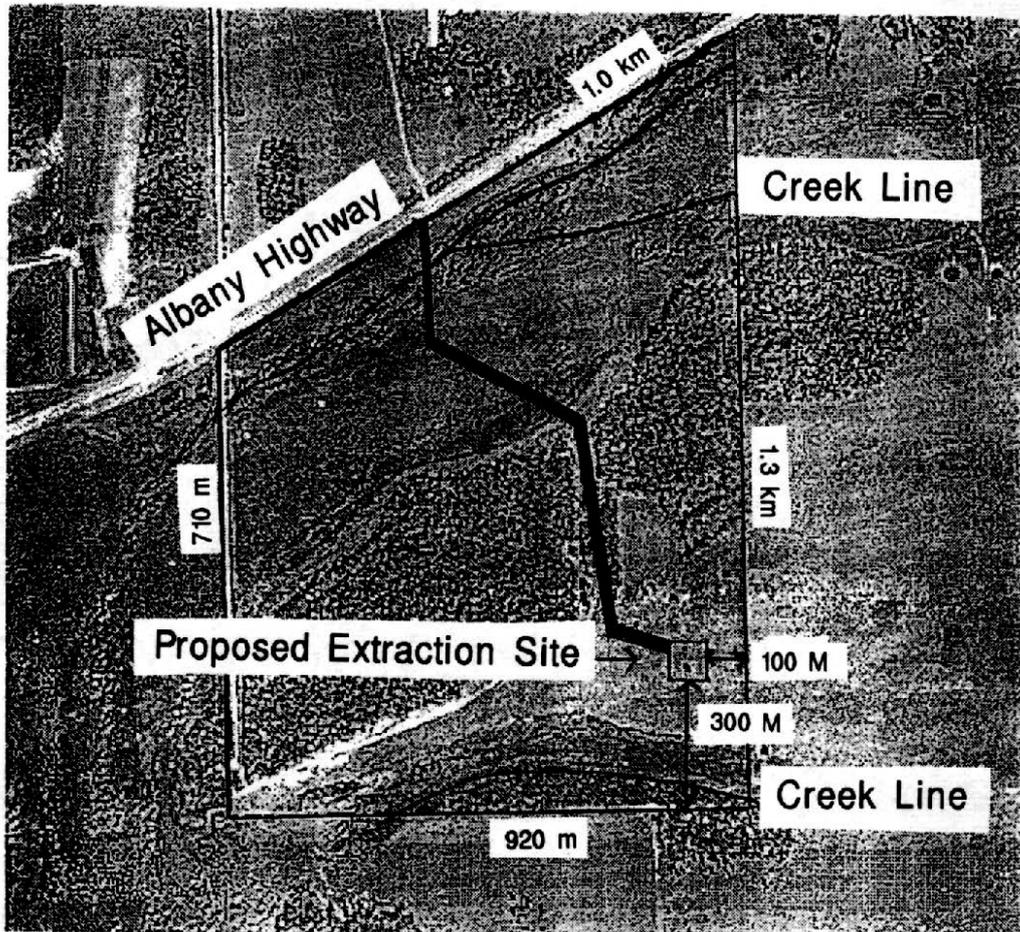
**COUNCIL RESOLUTION**

**MOVED COUNCILLOR WALKER  
SECONDED COUNCILLOR ARMSTRONG**

**THAT Council grant conditional Planning Scheme Consent pursuant to the City of Albany Town Planning Scheme No. 3 for the development of an EXTRACTIVE INDUSTRY upon Lot 2 of Location 49 Albany Highway, Willyung subject to, but not limited to, conditions requiring;**

- i) All requirements of By-Laws No. 9 (Extractive Industry) being complied with to the satisfaction of the Executive Director of Works and Services, including a payment of \$1,700 bond per hectare for remediation work.**
- ii) Operation of the pit shall be restricted to the following hours:-  
  
7.00am - 6.00pm Monday to Friday  
7.00am - 5.00pm Saturday  
No operation at all on Sundays or Public Holidays**
- iii) The site is to be suitably rehabilitated and recontoured in one hectare cells including rebattering of banks and reseeded and stabilising old extraction areas, immediately after the extraction of sand from the cell is completed.**
- vii) This approval is valid until 31<sup>st</sup> December 1999. If the development has not commenced within this period or an Extractive Industry Licence is not issued within any 18 month period, a new approval must be obtained.**
- viii) The pit shall be suitable drained. No direct discharge shall occur from the pit into a watercourse within the prior approval of Council, based upon advice from the Waters and Rivers Commission.**
- ix) Only one hectare of the pit shall be open at any one time.**

**MOTION CARRIED 14 – 0**



**Attachment**

***Sand Extraction – Lot 2 Location 49 Albany Highway***

Proposed location of extractive industry is setback 300 meters from rear boundary and 100 meters from side boundary.

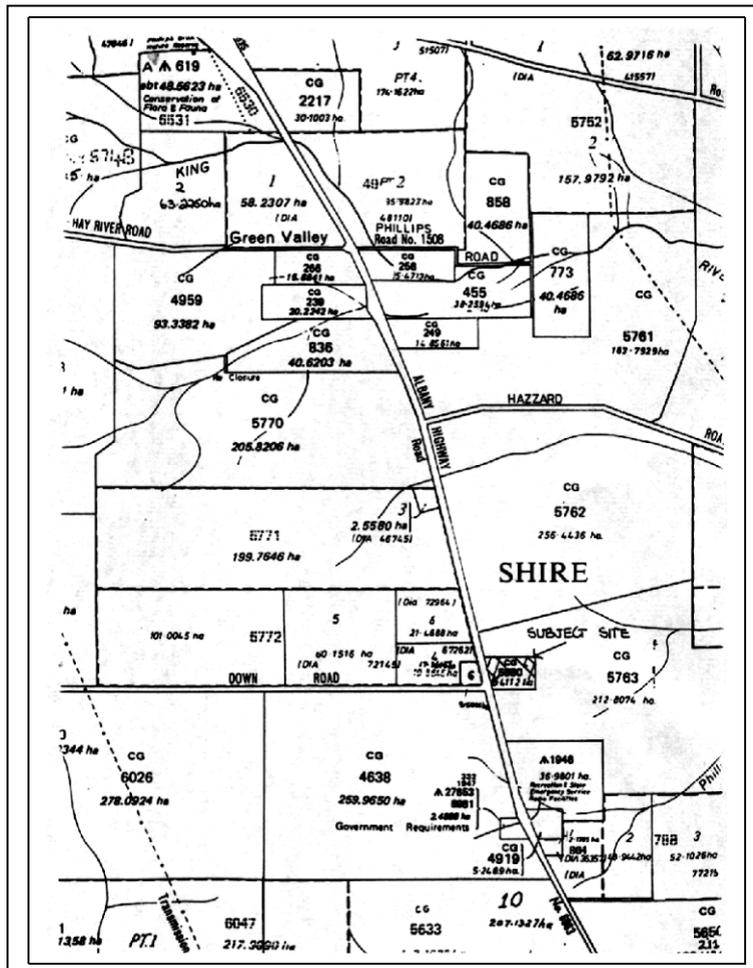
The dimensions of the proposed pit is 100 meters by 100 meters and is one hectare in area.

The maximum depth proposed is 600 cm.

The land is relatively low lying and flat. Proposal will not be visible from Albany Highway.

**12.1.6 Extractive Industry – Location 5880 Albany Highway, Willyung**

<b>File</b>	:	P995043
<b>Proposal/Issue</b>	:	Extractive Industry (Gravel)
<b>Subject Land/Locality</b>	:	Location 5880 Albany Highway, Willyung
<b>Proponent</b>	:	Neil Mostert
<b>Owner</b>	:	P & M Hart
<b>Reporting Officer(s)</b>	:	J Roach (Planning Assistant)
<b>Previous Reference</b>	:	N/A
<b>Summary Recommendation:</b>	:	Approval subject to conditions
<b>Locality Plan</b>	:	



Item 12.1.6 continued

### **BACKGROUND**

1. An application for Planning Scheme Consent has been lodged to extract gravel from a one hectare portion of Location 5880 Albany Highway. A site plan follows this report.
2. The proposed area is located approximately 250 meters from Albany Highway and is screened from view by vegetation. The proponent has stated that rehabilitation of the site will occur within one year of the commencement of operations
3. Access from Albany Highway has been provided with the construction of an internal road approved by the Main Roads Department.
4. There are no waterways that will be affected by the proposal. Extracted gravel is to be stored and collected on site. Approximately 5 to 15 trucks would enter and exit the site daily, according to the proponent.

### **STATUTORY REQUIREMENTS**

5. The subject site is zoned “Rural” and extractive industries are listed as an “AA” use in the City of Albany Town Planning Scheme 3. Under this classification, the proposal was advertised for a period of twenty-one days and letters were sent to surrounding land owners. No objections were received.

### **COMMENT/DISCUSSION**

6. The impact upon the visual amenity for the area will be minimal. The proposed extraction site is hidden from the view of Albany Highway and located on relatively flat land, well hidden behind trees and scrubs. Provided suitable rehabilitation of the site occurs, there would also be minimal impact upon the environment. No clearing of vegetation would be required.
7. Council officers have no objection to the proposal subject to the conditions contained in the recommendation.

### **RECOMMENDATION**

THAT Council grant Conditional Planning Scheme Consent for the development of an Extractive Industry on Location 5880 Albany Highway, Willyung subject to, but not limited to, conditions requiring:

- i) All requirements of By-Laws No. 9 (Extractive Industry) being complied with to the satisfaction of the Executive Director of Works and Services, including a payment of \$1,700 bond per hectare for remediation work.

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Item 12.1.6 continued

- ii) Operation of the pit shall be restricted to the following hours:-  
7.00am - 6.00pm Monday to Friday  
7.00am - 5.00pm Saturday  
No operation at all on Sundays or Public Holidays
- iii) The site is to be suitably rehabilitated and recontoured in one hectare cells including rebattering of banks and reseeded and stabilising old extraction areas, immediately after the extraction of gravel from the cell is completed.
- iv) This approval is valid until 31<sup>st</sup> December 1999. If the development has not commenced within this period or an Extractive Industry Licence is not issued within any 18 month period, a new approval must be obtained.
- v) The pit shall be suitable drained. No direct discharge shall occur from the pit into a watercourse within the prior approval of Council, based upon advice from the Waters and Rivers Commission.
- vi) Only one hectare of the pit shall be open at any one time.

*Voting Requirement Simple Majority*

.....

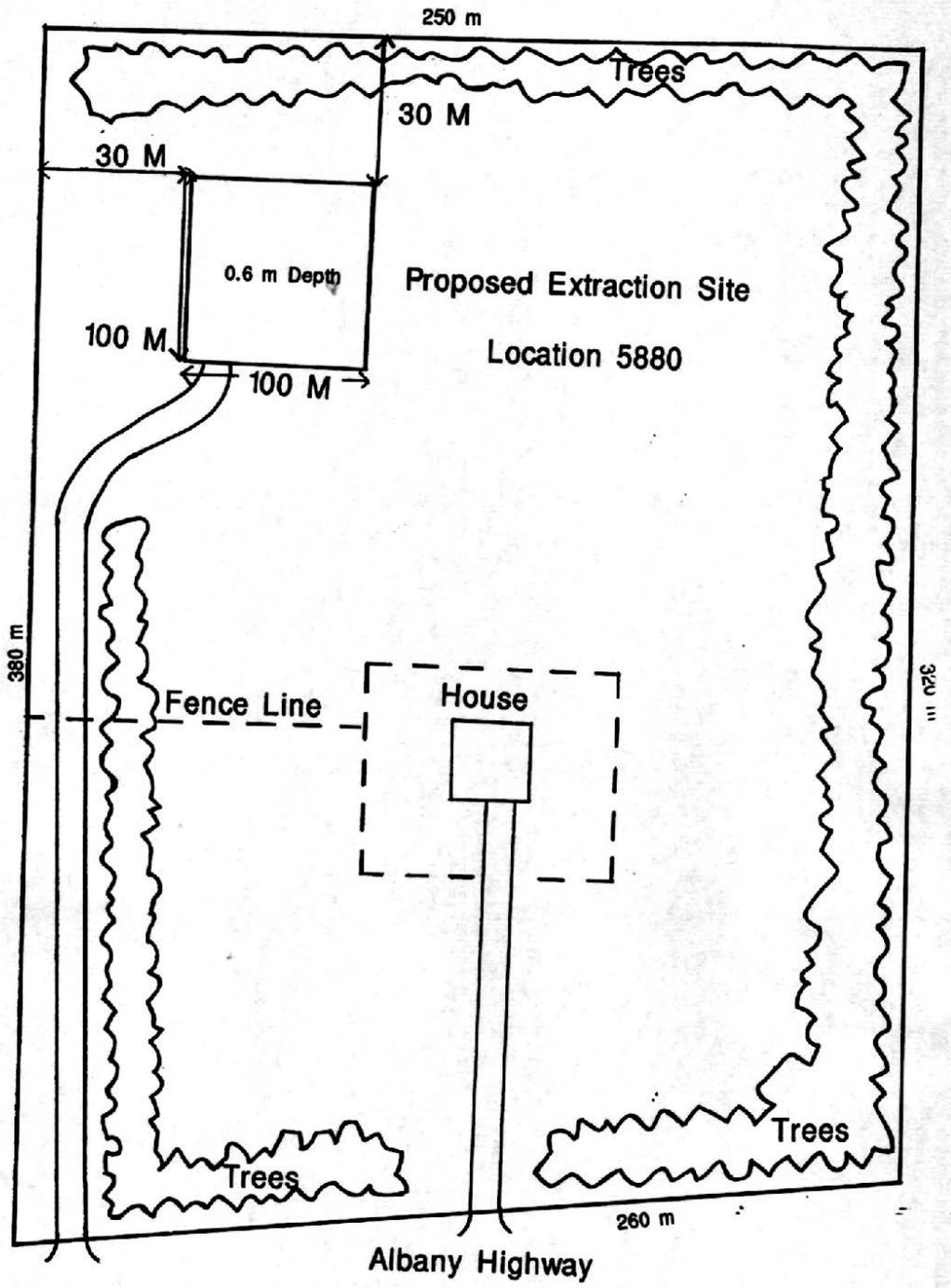
**COUNCIL RESOLUTION**

**MOVED COUNCILLOR WOLFE  
SECONDED COUNCILLOR DUFTY**

**THAT Council grant Conditional Planning Scheme Consent for the development of an Extractive Industry on Location 5880 Albany Highway, Willyung subject to, but not limited to, conditions requiring:**

- i) All requirements of By-Laws No. 9 (Extractive Industry) being complied with to the satisfaction of the Executive Director of Works and Services, including a payment of \$1,700 bond per hectare for remediation work.**
- ii) Operation of the pit shall be restricted to the following hours:-  
  
7.00am - 6.00pm Monday to Friday  
7.00am - 5.00pm Saturday  
No operation at all on Sundays or Public Holidays**
- vii) The site is to be suitably rehabilitated and recontoured in one hectare cells including rebattering of banks and reseeded and stabilising old extraction areas, immediately after the extraction of gravel from the cell is completed.**
- viii) This approval is valid until 31<sup>st</sup> December 1999. If the development has not commenced within this period or an Extractive Industry Licence is not issued within any 18 month period, a new approval must be obtained.**
- ix) The pit shall be suitable drained. No direct discharge shall occur from the pit into a watercourse within the prior approval of Council, based upon advice from the Waters and Rivers Commission.**
- x) Only one hectare of the pit shall be open at any one time.**

**MOTION CARRIED 14 – 0**



### 12.1.7 Albany Ring Road Study

<b>File</b>	:	REL082
<b>Proposal/Issue</b>	:	Membership of Albany Ring Road Steering Committee
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	Main Roads WA
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	R Fenn – Executive Director Development Services
<b>Previous Reference</b>	:	N/A
<b>Summary Recommendation:</b>		Council support the change in committee membership
<b>Locality Plan</b>	:	

### BACKGROUND

1. The Minister for Transport has placed the planning of the Albany Ring Road on hold pending the announcement of the site of the proposed wood chipping mill. Main Roads WA has taken the opportunity during the break in the planning process to review the membership of the Albany Ring Road Steering committee. A copy of the department's proposal to review the committee structure is included in the letter following this report.

### STATUTORY REQUIREMENTS

Nil.

### POLICY IMPLICATIONS

Nil.

### FINANCIAL IMPLICATIONS

Nil.

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Item 12.1.7 continued

**STRATEGIC PLAN IMPLICATIONS**

2. In the early 1990s Main Roads WA identified a potential alignment for a ring road to direct port related traffic around the urban areas of the future city. The State Planning Commission (later to become the WA Planning Commission) introduced the Residential Expansion Strategy as a State Planning Policy in 1994. A potential alignment for the ring road was inferred in that plan, but not quantified due to potential compensation issues.
3. In 1996 the former Town and Shire of Albany joined with Main Roads W.A. to fund a comprehensive computer generated model of the road network through to the year 2021. That work concluded that traffic growth on the existing road network would warrant the construction of a by-pass from Albany Highway through to Hanrahan Road to support the general freight task and that a by-pass road would predominantly be used by private vehicles. The study also concluded that increases in traffic volumes on Chester Pass Road would be marginal and the extra travel distances imposed on freight coming from the east would not warrant the immediate construction of a connection between Chester Pass Road and Albany Highway.

**COMMENT/DISCUSSION**

4. Main Roads WA commenced detailed planning of the Albany Ring Road in May 1997 and formed a Steering Committee consisting of representatives from Local Government, Ministry for Planning, the Great Southern Development Commission and the Ratepayers Association. Options for the alignment of the ring road were placed on public display and the outcomes of the consultation process still remain “unresolved” by the committee.
5. The proposal from Main Roads WA for Council to chair future meetings and to increase community participation upon the Steering Committee are positive initiatives to completing this important planning process. Numerous landowners have their properties caught in a “planning void” until a decision is taken on the road alignment.

**RECOMMENDATION**

THAT Council support the proposal submitted by Main Roads WA to restructure the Albany Ring Road Steering Committee and that Councillors \_\_\_\_\_ and \_\_\_\_\_ and the Executive Director Development Services represent the City of Albany on the Steering Committee.

*Voting Requirement Simple Majority*

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**COUNCIL RESOLUTION**

**MOVED COUNCILLOR LUBICH  
SECONDED COUNCILLOR ARMSTRONG**

**THAT Council support the proposal submitted by Main Roads WA to restructure the Albany Ring Road Steering Committee and that Councillors Evans and Wolfe and the Executive Director Development Services represent the City of Albany on the Steering Committee.**

**MOTION CARRIED 14 – 0**

Enquiries: Ron Stevens on (08) 9892 0521  
Our Ref: 911-0V7 (Ring rd steering group.doc)  
Your Ref:



**MAIN ROADS**  
Western Australia

Great Southern Region  
Chester Pass Road  
Albany WA 6330  
PO Box 503  
ALBANY WA 6330  
Telephone: (08) 9892 0555  
Facsimile: (08) 9841 8213

Chief Executive Officer  
City of Albany  
PO Box 484  
ALBANY WA 6331

<b>CITY OF ALBANY RECEIVED</b>		
15 APR 1999		
FILE <i>RELO82</i>	COMM No. <i>9905311</i>	OFFICER <i>CEO</i>
REPLY <i>Y/A</i>	ACKNOW SENT <i>/</i>	CNL/BLTN

Dear Jim

**ALBANY RING ROAD**

Thank you for providing the opportunity to meet with yourself and the City Commissioners on March 24 1999 to discuss the Albany Ring Road Study and in particular representation on the Steering Committee.

As you are aware a motion was passed at a public meeting held on December 3 1998 expressing a lack of confidence with the present composition of the steering group and requested expanded membership comprising:

- 3 representatives Main Roads
- 1 representative Ministry for Planning
- 1 representative Albany Haulage Industry
- 1 representative Port Users Liaison Group
- 1 representative Timber Industry
- 1 resident Chester Pass Road/Albany Highway area
- 1 resident Link Road
- 1 resident George Street
- 1 resident Old Elleker Road
- 1 resident Harrogate/Cumming Road.

COPY

The current composition of the steering group is:

- Main Roads representatives
- City of Albany representatives (Commissioner and technical Staff)
- Ratepayer Association representative
- Ministry for Planning representative
- Great Southern Development Commission representative
- Ratepayer Association (observer).

Prior to the amalgamation of the Town and Shire of Albany in July 1 1998, both authorities were also represented by elected councillors.



Recipient of Australian Quality Awards 1996 Achievement in Business Excellence

The main functions of the steering group are to ensure that due process is followed in the planning study, to ensure that a rigorous public consultation process is carried out, to oversee the activities of the Consultant and ensure that they take due regard of community input and to finally recommend to Government an alignment that it considers best provides for overall community benefits.

Given that the public consultation process has adequately captured the views of all sections of the community, the expanded steering group may become unworkable and have difficulty in reaching a consensus. The suggested composition of the new steering committee would also result in the exclusion of the City of Albany and the GSDC.

Following on from our March 24 meeting I wish to confirm that the City of Albany are in agreement to expand the steering group membership to include two elected councillors with the preference that one of the councillors be nominated as chairperson of the steering group.

I will make arrangements for the next meeting of the Steering Group to be held shortly after Council elections (say week commencing May 10<sup>th</sup>) at which the composition of the Steering Group can be further discussed and a strategy for the final stages of the Albany Ring Road Study agreed.

If you require any further information please contact Ron Stevens on (08) 9892 0521. In reply please quote file reference 911-0V7.

Yours faithfully



R I Arnott  
ACTING REGIONAL MANAGER

April 12 1999

**12.2 EDUCATION & COMPLIANCE**

Nil.

## **14.0 WORKS & SERVICES**

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### **- I N D E X -**

#### **14.1 WASTE MANAGEMENT**

#### **14.2 DESIGN SERVICES**

14.2.1 Butts Road

#### **14.3 OPERATIONS**

14.3.1 Bushby Road – Petition

14.3.2 Elphinstone Road – Petition

**- R E P O R T S -**

**14.1 WASTE MANAGEMENT**

Nil.



Item 14.2.1 continued

### **BACKGROUND**

1. Discussions between the developer (Ardross Estates) of Yakamia Stage 9 and former Town Council officers regarding the construction of Butts Road and the funding of these works by cost sharing with the owners abutting the northern side of the road reserve began in September 1996.
2. Ardross Estates as part of their development were required to construct the internal roads of the subdivision. Butts Road was an unconstructed street forming the northern boundary of the subdivision and was not required to be constructed by the developer.
3. The developer agreed to extend Deacon Crescent, Julia Lane and Cooper Way into the Butts Road reserve to construct and seal three hammerhead court ends to enable vehicles to turn around.
4. The clearing, earthworks and pavement construction of the three sections of Butts Road equated to approximately 25% of the length of Butts Road.
5. The developer again approached the former Town of Albany Council to consider contributing to the construction of the remainder of Butts Road.
6. It was considered practical to construct Butts Road in conjunction with the Yakamia Stage 9 development:
  - There was no actual road to provide physical access to the land to the north.
  - Reduces the cost to construct the road.
  - Enables landowners to realise the full potential of this land to subdivide or construct housing.
7. Preliminary estimates to fully construct Butts Road was for the amount of \$150,000. The developer was prepared to construct the works for the remaining sections of Butts Road for \$47,480 in conjunction with Yakamia Stage 9.
8. As Butts Road was not included in the 5 year program the developer was prepared to pre-fund the former Town of Albany Council's contribution to the construction of Butts road to the following financial year 1998/99.
9. It was considered fair and reasonable that as the benefit to construct Butts Road was for the landowners on the northern boundary that a funding arrangement should be negotiated with the landowners.

Item 14.2.1 continued

10. Letters were sent to the sixteen landowners on the 13<sup>th</sup> October 1997 outlining the proposal to construct Butts Road for their consideration. It was stated that the former Town of Albany Council would require the majority of support of the landowners before progressing the scheme. Landowners were asked if they would be willing to financially contribute to the construction of Butts Road. The contribution was based on a rate of \$128.29 per metre of frontage and could be paid as a lump sum or progressively over a period of five years.
11. Eleven of the sixteen owners responded to the letter. Of those, nine were in favour of the scheme, two against.
12. On the 11<sup>th</sup> November 1997 the former Town of Albany Council resolved:
  - i) Council accepts Ardross Estates proposal to pre-fund the construction of Butts Road which directly adjoins Yakamia Stage 9;
  - ii) Council allocate funds in next year's Capital Works Program to reimburse the developer for the construction of Butts Road; and
  - iii) Developer Facilitation and Advice Team continue negotiating with landowners to the north of Butts Road to recoup the cost of construction and reimburse Council for the cost.
13. Following Council resolution letters were sent to Ardross Estates and the abutting landowners.
14. Ardross Estates constructed Butts Road and in accordance with Councils resolution were reimbursed \$47,480 for these works in July 1998.
15. Council has currently received contributions from eleven of the sixteen landowners, \$33,501. Five landowners have not contributed.
16. It was considered, that when the remaining five landowners subdivided they would be required as part of that subdivision contribute to the construction of Butts Road.
17. This arrangement was considered on the basis of former information from the Department of Land Administration that Butts Road was a Private Street.
18. Following the construction of the road, Butts Road was to be formally gazetted as a Public Thoroughfare. As part of this formal procedure information was sought from the Department of Land Administration (DOLA) enquiring to the name of the original owner of the Private Street.

**STATUTORY REQUIREMENTS**

Nil.

Item 14.2.1 continued

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

19. Provision was made in the 1998/99 budget for the amount of \$47,480 to reimburse Ardross Estates for the construction of Butts Road. Contributions were sought from landowners abutting the northern boundary of Butts road, who benefitted from the works.
20. Eleven of the sixteen landowners have contributed \$33,501.
21. It is considered that funds to meet the construction costs for Butts Road could come from the \$462,000 surplus identified in the third quarterly review of 1998/99 budget.

**STRATEGIC PLAN IMPLICATIONS**

Nil.

**COMMENT/DISCUSSION**

22. It is considered, that the construction of the remaining sections of Butts Road by the developer in conjunction with the Yakamia Stage 9 subdivision provided the following benefits:
  - Butts Road was constructed at an economical cost
  - Works were pre-funded by the developer.
  - Provides access for the northern property owners.
  - Provides greater flexibility for landowners to develop their property.
23. Council cannot require a landowner as part of a future subdivision to contribute to the previous construction of a Public Road. Therefore, Council does not have any legal mechanisms to enforce future payments from the five owners who are not willing to contribute for the construction of Butts Road.
24. Council has currently received \$33,501 giving a deficit of \$13,989.
25. Council has the following alternatives:
  - To retain the contributions from the eleven landowners and re-allocate funds from the 1998/99 budget surplus to fund the \$13,979 deficit; or
  - Reimburse the eleven landholders and re-allocate \$47,480 from the 1998/99 budget surplus.

Item 14.2.1 continued

26. It is considered, that as Council cannot require the five landholders to contribute for the construction of Butts Road, fair and reasonable to reimburse the eleven landowners that have contributed.

RECOMMENDATION

THAT:

- i) as consensus was not reached with the sixteen landholders to the north of Butts Road to recoup the cost of construction, Council reimburse the \$33,501 in contributions received from eleven of the landholders; and
- ii) Council re-allocate funds for the amount of \$47,480 for the cost of construction of Butts Road from the 1998/99 budget surplus identified in the third quarterly review.

*Voting Requirement Absolute Majority*

.....

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR WILSON  
SECONDED COUNCILLOR EVANS**

**THAT consideration of this item be deferred for further consideration.**

**MOTION CARRIED 14 – 0**

### 14.3 OPERATIONS

#### 14.3.1 Bushby Road - Petition

<b>File</b>	:	SER 100
<b>Proposal/Issue</b>	:	Condition of the unsealed section of Bushby Road
<b>Subject Land/Locality</b>	:	N/A
<b>Proponent</b>	:	N/A
<b>Owner</b>	:	N/A
<b>Reporting Officer(s)</b>	:	Executive Director Works & Services (C Meeking)
<b>Previous Reference</b>	:	N/A
<b>Summary Recommendation:</b>		To review the inclusion of Bushby Road in the 5 year Capital works Program at the 2000/2001 budget deliberations
<b>Locality Plan</b>	:	



Item 14.3.1 continued

### **BACKGROUND**

1. A petition has been submitted by Grant and Lynley Harrison on behalf of fifteen residents from Bushby Road concerned with the deteriorating condition of the unsealed section of Bushby Road.

### **STATUTORY REQUIREMENTS**

2. Under Section 3.18 of the Local Government Act 1995 the City of Albany is to satisfy itself that services and facilities that it provides are managed efficiently and effectively.

### **POLICY IMPLICATIONS**

3. The City of Albany currently does not have any adopted policies relating to the issue of asset management, however, the development of the 5 year Capital Works & Maintenance Program is part of the City of Albany's commitment to improving and maintaining the local road network.

### **FINANCIAL IMPLICATIONS**

4. The construction and sealing of Bushby Road is currently not included in the 5 year Capital Works Program. The estimated cost for these works is \$140,000.
5. The construction and sealing of Bushby Road will be forwarded for consideration to be included in the 5 year Capital Works Program at the 2000/2001 budget deliberations. Funding and timing of the works will be dependent on the priority of the other projects also requiring inclusion in the Capital Works Program.

### **STRATEGIC PLAN IMPLICATIONS**

6. The City of Albany Strategic Plan 1998 – 2000 under the section Physical & Development Infrastructure states:

#### **The Transport system**

##### *Objective 1:*

*Ensure transport infrastructure is planned and integrated on a local and regional basis, and with balance and co-ordination between alternative modes of transport.*

##### Strategy:

- a) Provide safe access to all properties and facilities at an appropriate scale and standard for the function of the road, path or cycleway.

### **COMMENT/DISCUSSION**

7. The survey undertaken by the Design Services team in April 1999 revealed that 248 vehicles per day are travelling along Bushby Road.

Item 14.3.1 continued

8. A review of the Local Rural Strategy identified the land bounded by Bushby Road, Bon Accord Road and Prideaux Road capable of being rezoned from Rural to Special Residential. Special Residential allotments would range between 0.6 Ha to 1.5 Ha.
9. The Development Services team are holding workshops with the residents in this area to discuss the rezoning and associated requirements of subdivision.
10. A normal requirement is for the owner who benefits from the subdivision to contribute to the upgrade of the road and thereby avoids an unnecessary cost to be borne by the ratepayers.
11. It is considered, that the construction of Bushby Road be reviewed for inclusion in the 2000/2001 budget deliberations following the conclusion of the rezoning workshops.
12. Bushby Road is graded regularly as part of Councils grading program on an average of every 6 to 8 weeks.

RECOMMENDATION

THAT:

- i) Council receive and note the petition forwarded by residents of Bushby Road regarding the deteriorating condition of the unsealed section of Bushby Road; and
- ii) Mr & Mrs Harrison on behalf of the members of the Bushby Road residents be advised:
  - a) Bushby Road is currently not included in the 5 Year Capital Works Program;
  - b) the construction and sealing of Bushby Road will be forwarded for consideration to be included in the 5 Year Capital Works Program at the 2000/2001 budget deliberations; and
  - c) regular maintenance of Bushby road will be continued.

*Voting Requirement Simple Majority*

.....

**COUNCIL RESOLUTION**

**MOVED COUNCILLOR WOLFE  
SECONDED COUNCILLOR BOJCUN**

**THAT:**

- i) Council receive and note the petition forwarded by residents of Bushby Road regarding the deteriorating condition of the unsealed section of Bushby Road; and**
- ii) Mr & Mrs Harrison on behalf of the members of the Bushby Road residents be advised:**
  - a) Bushby Road is currently not included in the 5 Year Capital Works Program;**
  - b) the construction and sealing of Bushby Road will be forwarded for consideration to be included in the 5 Year Capital Works Program at the 2000/2001 budget deliberations; and**
  - c) regular maintenance of Bushby road will be continued.**

**MOTION CARRIED 13 – 1**

G & L Harrison  
Lot 10 Bushby Road  
Lower King,  
ALBANY WA 6330

Attn: - Mr R Olsen

Dear Sir

<b>CITY OF ALBANY RECEIVED</b>		
2 8 APR 1999		
FILE SERICO	CORRO No. 9905696	OFFICER JOM
REPLY YN	ACKNOWLEDGMENT SENT	CNL/BLTN

We the undersigned would like to draw your attention to the deteriorating condition of the unsealed portion of Bushby road.

Despite the sealing of Bon Accord road, which was expected to carry the increased traffic, this has not happened, as Bushby road is the first turn coming from either direction, where traffic cuts through.

We understand that gravel roads are more costly to maintain. Also the dust problem from speeding traffic is causing an increasing environmental problem, both to the rainwater users, via excessive dust on the roofs, also the speeding school bus is in danger due to poor visibility, combined with the reduced stopping distance and poor road traction of the gravel surface.

We are aware that funds are always limited, however, we request your consideration for this portion of Bushby road to be sealed as a matter of priority.

Your response to this request will be appreciated, and may be directed to Grant and Lynley at the above address, who will advise each of the undersigned.

Yours sincerely,

G & L Harrison.

Name: G & L HARRISON

Address: LOT 10 BUSHBY RD  
KING RIVER

Signature: [Handwritten Signature]

Name: Michael Smith - Jenny Hunt

Address: 42 BUSHBY RD KING RIVER  
6330

Signature: Michael Smith

Name: ARTHUR + TAMMY TATE

Address: 40 BUSHBY RD KING RIVER

Signature: Arthur Tate

Name: Dorothy & Gordon Tompkins

Address: 48 Bushby Rd

Albany  
Signature: Dorothy Tompkins

Name: NORM WILKINSON & FLO CLARKIN

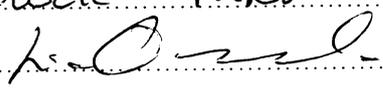
Address: RMB 8563A BUSHBY RD

HOWAR KING  
Signature: Flo Clarkin

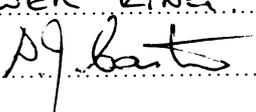
Name: SALLY CAREY

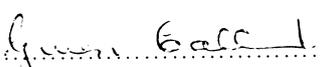
Address: RMB 8563 BUSHBY RD

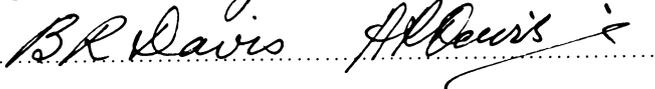
ALBANY 6330  
Signature: Sally Carey

Name: MRE MRS ORSMOND  
Address: 33 Bushby Rd  
Lower King ALBANY  
Signature: 

Name: Rod & Lois SAWYER  
Address: 64 Bushby Rd  
Albany  
Signature: 

Name: Dan & Helen Carter  
Address: LOT 8 BUSHBY RD  
LOWER KING  
Signature: 

Name: Gwen & Ray Ball  
Address: 43 Bushby Road  
LOWER KING WA. 6330  
Signature: 

Name: Arthur & Bev Davis  
Address: Lot 46 Bushby Rd  
Lower King 6330  
Signature: 

Name: Peter Eric Arnold Willi Wilde

Address: 45 Bushby Rd.

Signature: Peter E. Wilde

Name: Clifford Eric Horden

Address: 32 Bushby Road.

Signature: Cl H

Name: Marshall Grant

Address: Lot 1 Bushby Rd

Signature: [Signature]

Name: Julie Afoot

Address: 44 Bushby Rd  
Lower King

Signature: [Signature]

Name: .....

Address: .....

Signature: .....

MINUTES - ORDINARY COUNCIL MEETING - 12/05/99  
\*\* REFER DISCLAIMER \*\*

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### 14.3.2 Elphinstone Road - Petition

**File** : SER 102

**Proposal/Issue** : Condition of Elphinstone Road

**Subject Land/Locality** : N/A

**Proponent** : N/A

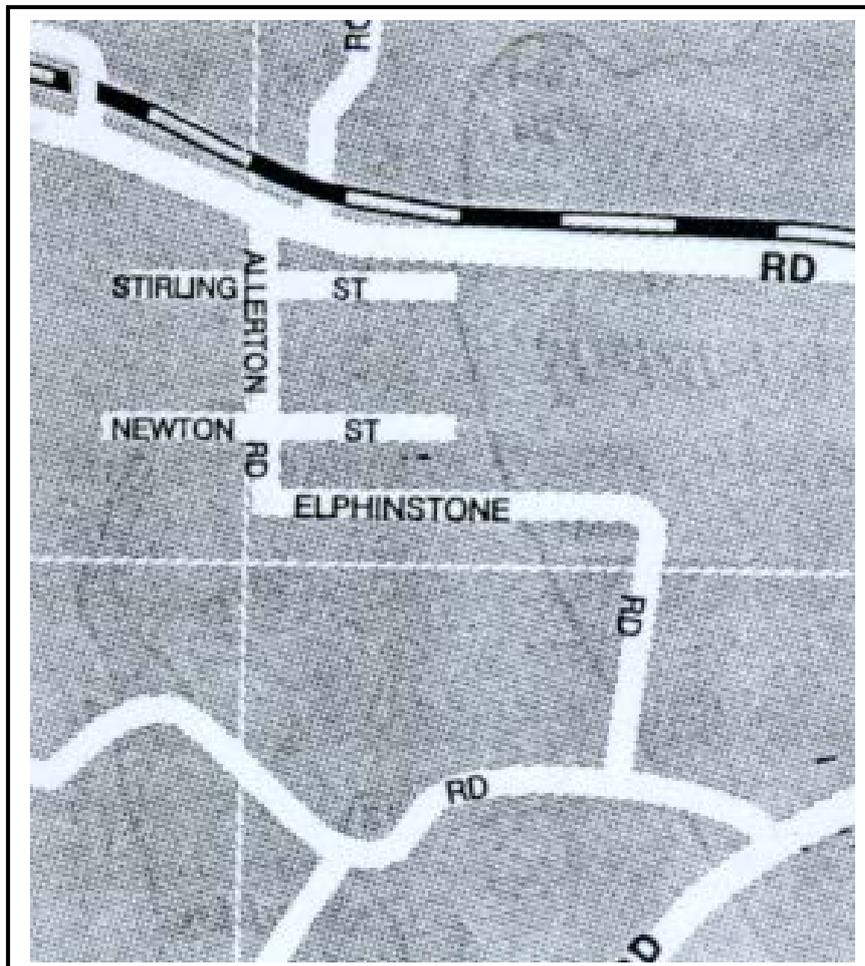
**Owner** : N/A

**Reporting Officer(s)** : Executive Director Works & Services  
(C Meeking)

**Previous Reference** : N/A

**Summary Recommendation:** To review the inclusion of Elphinstone Road in the 5 year Capital works Program at the 2000/2001 budget deliberations

**Locality Plan** :



Item 14.3.2 continued

### **BACKGROUND**

1. A petition has been submitted by eighteen residents from Elphinstone Road concerned with the condition of Elphinstone Road.

### **STATUTORY REQUIREMENTS**

2. Under Section 3.18 of the Local Government Act 1995 the City of Albany is to satisfy itself that services and facilities that it provides are managed efficiently and effectively.

### **POLICY IMPLICATIONS**

3. The City of Albany currently does not have any adopted policies relating to the issue of asset management, however, the development of the 5 year Capital Works & Maintenance Programs is part of the City of Albany's commitment to improving and maintaining the local road network.

### **FINANCIAL IMPLICATIONS**

4. The construction and sealing of Elphinstone Road is currently not included in the 5 year Capital Works Program. The estimated cost for these works is \$85,000.
5. The construction and sealing of Elphinstone Road will be forwarded for consideration to be included in the 5 year Capital Works Program at the 2000/2001 budget deliberations. Funding and timing of the works will be dependent on the priority of the other projects also requiring inclusion in the Capital Works Program.

### **STRATEGIC PLAN IMPLICATIONS**

6. The City of Albany Strategic Plan 1998 – 2000 under the section Physical & Development Infrastructure states:

#### **The Transport system**

##### *Objective 1:*

*Ensure transport infrastructure is planned and integrated on a local and regional basis, and with balance and co-ordination between alternative modes of transport.*

##### Strategy:

- b) Provide safe access to all properties and facilities at an appropriate scale and standard for the function of the road, path or cycleway.

### **COMMENT/DISCUSSION**

7. Traffic surveys undertaken in 1992 and 1993 revealed that 100 and 107 vehicles per day respectively are travelling along Elphinstone Road.

Item 14.3.2 continued

8. The Design Services team will undertake an analysis of Elphinstone Road by surveying the speed, volume and type of vehicles using the road.
9. Elphinstone Road is currently graded on average every 4 weeks in summer and 12 weeks in winter. The level of maintenance for gravel roads will be forwarded to the forthcoming budget deliberations.
10. It is considered, that the construction of Elphinstone Road be reviewed for inclusion in the 5 Year Capital Works Program in the 2000/2001 budget deliberations.

RECOMMENDATION

THAT:

- i) Council receive and note the petition forwarded by residents of Elphinstone Road regarding the condition of Elphinstone Road; and
- ii) the residents of Elphinstone Road be advised:
  - a) Elphinstone Road is currently not included in the 5 Year Capital Works Program;
  - b) the construction and sealing of Elphinstone Road will be forwarded for consideration to be included in the 5 Year Capital Works Program at the 2000/2001 budget deliberations;
  - c) maintenance levels of gravel roads will be forwarded to the 1999/2000 budget deliberations;
  - d) regular maintenance of Elphinstone road will be continued; and
  - e) the Design Services team will analyse the speed, volume and type of vehicles using Elphinstone Road.

*Voting Requirement Simple Majority*

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**COUNCIL RESOLUTION**

**MOVED COUNCILLOR WEST  
SECONDED COUNCILLOR WILLIAMS**

**THAT:**

- i) Council receive and note the petition forwarded by residents of Elphinstone Road regarding the condition of Elphinstone Road; and**
- ii) the residents of Elphinstone Road be advised:**
  - a) Elphinstone Road is currently not included in the 5 Year Capital Works Program;**
  - b) the construction and sealing of Elphinstone Road will be forwarded for consideration to be included in the 5 Year Capital Works Program at the 2000/2001 budget deliberations;**
  - c) maintenance levels of gravel roads will be forwarded to the 1999/2000 budget deliberations;**
  - d) regular maintenance of Elphinstone road will be continued; and**
  - e) the Design Services team will analyse the speed, volume and type of vehicles using Elphinstone Road.**

**MOTION CARRIED 14 – 0**

Rec'd 26/4/99.  
5/21/00.

Po Box 203  
Albany  
6331.

To The Chief Executive,  
Mr Jim Kelly.

We the residents of Elphinstone Road Albany, wish to put forward a complaint as to the state of the road on which we all live. On numerous occasions the council has been asked if they would be able to come and grade the road as it is unsealed, we were informed that Elphinstone Road is graded every five to six weeks, we would be lucky if we get our road graded once in twelve weeks, this road is used by a variety of traffic, we have a sandblasting factory quite close to the residential lots, which uses entry off Elphinstone Road, employees of this factory need this road to gain access to work. We see daily anywhere from two to ten heavy trucks carting sand and rock, also many cars use Elphinstone rd as a shortcut through to Lower Denmark Road. The wear and tear on the road is causing deep potholes and very bad corrugations to appear. It does not help that people seem to think our road is a place to see how fast and how much dirt they can dig up, as they fly past our homes. We would like to find out if there is any remote chance of this road being sealed in the near future, as we think in the long run it would be of great benefit to the residents, and also to the council as you wouldn't be receiving so many complaints.

Thankyou yours Sincerely  
All residents of Elphinstone Road Albany.

K J Montague  
M A Montague  
J Montague.  
M Butler

*[Signature]*  
Butler  
D.M. Atkins.

A. J. Monday  
M. Stephens  
C. M. Hood  
A. B. Monday  
V. H. Hodge  
J. M. Jones  
W. B. B.  
K. Hodgson  
W. M. Glade  
A. B. B.  
M. G. Boyle

CITY OF ALBANY RECEIVED	
29 APR 1999	
FILE	PRICE
REPLY Y/N	HOW

CITY OF ALBANY RECEIVED		
29 APR 1999		
FILE SER 102	CORRO No. 9905784	OFFICER EDWS
REPLY Y/N	ACKNOW SENT / /	CNL/BLTN

MINUTES - ORDINARY COUNCIL MEETING - 12/05/99  
\*\* REFER DISCLAIMER \*\*

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