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# MINUTES

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**Ordinary Meeting of Council**

**Tuesday 17 December 2024**

**6.00pm**

**Council Chambers**

ORDINARY COUNCIL MEETING  
MINUTES - 17/12/2024

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**1. DECLARATION OF OPENING** The Mayor declared the meeting open at **6.00pm**

**2. PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LANDOWNERS**

*"Heavenly Father, we thank you for the peace and beauty of this area. Direct and prosper the deliberations of this Council for the advancement of the City and the welfare of its people. Amen."*

*"We would like to acknowledge the Noongar people who are the Traditional Custodians of the Land.*

*We would also like to pay respect to Elders past, present and emerging"*

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

Mayor

G Stocks

**Councillors:**

Councillor

P Terry (Deputy Mayor)

Councillor

L MacLaren

Councillor

C McKinley

Councillor

S Grimmer

Councillor

R Sutton

Councillor

M Traill

Councillor

D Baesjou

**Staff:**

Chief Executive Officer

A Sharpe

Executive Director Corporate & Commercial Services

M Giffellon

Executive Director Infrastructure, Development  
& Environment

P Camins

Executive Director Community Services

N Watson

Meeting Secretary

J Williamson

**Apologies/Leave of Absence:**

Councillor

A Cruse (Leave of Absence)

Councillor

T Brough (Leave of Absence)

Councillor

M Lionetti (Apology)

There was one media representative and approximately 100 members of the public were in attendance.

**4. DISCLOSURES OF INTEREST**

Name	Report Item Number	Nature of Interest
Councillor Baesjou	CCS681	<b>Impartiality.</b> The nature of the interest being that one of Councillor Baesjou's family members is an employee of Southern Edge Arts who are an applicant for funding. Councillor Baesjou remained in the Chamber and participated in the discussion and vote for this item.
Councillor Traill	CCS681	<b>Impartiality.</b> The nature of the interest being that Councillor Traill is involved with the project "Multivalent Voices-Kinjarling/Kincinnup/Albany – 1826", with no financial benefit to Councillor Traill. Councillor Traill remained in the Chamber and participated in the discussion and vote for this item.

## 5. REPORTS OF MEMBERS

### 6.02pm Councillor Sutton

#### Summary of key points:

Councillor Sutton attended a meeting with the Hon Roger Cook MLA, the Premier of Western Australia and Rebecca Stephens MLA where it was announced that the WA State government will provide an additional \$2.67m in funding towards Stage 1B of the Albany Motorsport Park.

Councillor Sutton said the next stage will add a 1.09 kilometre Northern Circuit and asphalt sealing and thanked Rebecca Stephens for her continued support and advocacy for the project.

### 6.04pm Councillor Traill

#### Summary of key points:

Councillor Traill represented the Mayor at the 2024 Tidy Towns Sustainable Communities Awards, at which Albany had three finalists. Councillor Traill congratulated Mr Chris Gunby who won the 2024 Tidy Towns Leadership Award.

Councillor Traill also represented the Mayor at graduation ceremonies for Flinders Park Primary School, Alta 1 College and UWA Albany.

### 6.07pm Councillor Baesjou

#### Summary of key points:

Councillor Baesjou attended the Sundowner Event to thank Volunteers, and represented the Mayor at the Little Grove Primary School Year 6 Graduation Ceremony.

### 6.09pm Councillor Grimmer

#### Summary of key points:

Councillor Grimmer attended the *Forest of the Fallen* gathering held at the Peace Park. Councillor Grimmer reminded Council that community consultation is at the heart of his role as an elected member.

### 6.10pm Councillor McKinley

#### Summary of key points:

Councillor McKinley represented the Mayor at the Mount Lockyer Primary School Graduation.

### 6.11pm Deputy Mayor Terry

#### Summary of key points:

Deputy Mayor Terry congratulated seven-year old Emma Eva for winning the Junior Primary Award and Peoples Choice Award in WALGA's 2024 Showcase in Pixels Art Competition. Deputy Mayor Terry also congratulated Nicci Daniele, an Albany resident, for winning the Art-Professional Award.

Deputy Mayor Terry thanked Library Volunteers at a recent morning tea for their dedication and enthusiasm, in particular the Home Library Service which is a free service providing access to library resources for those that are unable to visit the Library due to illness, frailty and/or disability.

Deputy Mayor Terry attended the following engagements:

- Christmas Pageant and Festival which was an outstanding success with 43 floats participating in the parade.
- Represented the Mayor at the Albany Primary and Youth Futures Community School Graduation Ceremonies.

### **6.15pm Councillor MacLaren**

#### **Summary of key points:**

Councillor MacLaren expressed gratitude to the Executive Management Team and staff, particularly the Library Team for their commitment to making Albany a great place to live.

Councillor MacLaren congratulated Chris Gunby who was awarded the 2024 Tidy Towns Leadership Award, and said that she was looking forward to working together with the community to manage weeds and provide better cat management to protect local fauna through local government reform. Councillor MacLaren also congratulated Diane Evers who was awarded the Len Howard Community Leadership Award for her contribution to protecting our region from mining.

Councillor MacLaren attended the following engagements:

- Local Biodiversity Strategy meetings.
- South Coast Threatened Species Forum.
- Albany and Regional Volunteer Service Morning Tea.
- Seniors Connect event hosted by the Consumer Protection Division of DMERS.
- South Coast Alliance AGM in Mount Barker.
- Oyster Harbour Catchment Group and Torbay Catchment Group AGMs.

### **6.19pm Mayor Stocks**

#### **Summary of key points:**

Mayor Stocks accepted the Most Accessible Community Award 2024 for the Lake Seppings Bird Hide on behalf of the City of Albany. Mayor Stocks said that the City had been successful in obtaining a grant of \$63,000 from Lotterywest for the Summer Event Series.

Mayor Stocks congratulated the Chief Executive Officer Mr Andrew Sharpe on being awarded Leader of the Year in Local Government at the Institute of Public Administration Australia WA (IPAA WA) Achievement Awards 2024.

## **6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

At the Ordinary Council Meeting held 26 November 2024, Ms Zoe May asked if, in approving the 2024 Southern Sets burnout competition held at Albany Speedway, the City of Albany had conducted a risk assessment on the toxicity of the smoke produced, and if so, could she be provided a copy of that risk assessment.

#### **Response (LT24329442):**

The event organiser submitted a Risk Assessment and Risk Register for the Sets in the South 2024 event, which was subsequently assessed by the City's Event Approval Team and Environmental Health Team. That Risk Assessment did not identify burnout smoke as an environmental hazard and as such no risk assessment regarding burnout smoke was conducted.

Assessment of any event approval application for future burnout events will consider smoke as a risk and whether any conditions to control this is necessary.

## 7. PUBLIC QUESTION TIME

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

**Prevention of Disturbance:**

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

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

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

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

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

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

### 6.24pm Jan Pickles

**Summary of key points:**

Ms Pickles addressed Council in support of the Notice of Motion by Councillor Traill.

### 6.27pm Steve Faulkner, President, Middleton Beach Bowling Club

**Summary of key points:**

Mr Faulkner thanked Council for their support through CSRFF which has enabled the club to commence their Green Reconstruction project.

### 6.29pm Antony Wise

**Summary of key points:**

Mr Wise addressed Council regarding the Notice of Motion by Councillor Traill.

### 6.31pm Tony Westerberg, Albany Seafoods

**Summary of key points:**

Mr Westerberg addressed Council in support of Councillor Traill's Notice of Motion.

### 6.33pm Ursula Linhoff, Goode Beach

**Summary of key points:**

Ms Linhoff addressed Council in support of the Notice of Motion by Councillor Traill.

**6.36pm Jonathan Bilton, Albany Shellfish Hatchery**  
**Summary of key points:**

Mr Bilton addressed Council in support of the Notice of Motion by Councillor Traill.

**6.38pm Richard Vogwill, Goode Beach**  
**Summary of key points:**

Mr Vogwill addressed Council in support of the Notice of Motion by Councillor Traill. Mr Vogwill's tabled address can be referenced at ICR24558503.

**6.42pm Pip Tilbrook, Torbay Catchment Group**  
**Summary of key points:**

Ms Tilbrook addressed Council in support of the Notice of Motion by Councillor Traill.

**6.45pm Tony London, Torbay**  
**Summary of key points:**

Mr London addressed Council in support of the Notice of Motion by Councillor Traill.

**6.50pm Geoff Bastian**  
**Summary of key points:**

Mr Bastian addressed Council in support of the Notice of Motion by Councillor Traill.

**6.51pm Annabel Paulley**  
**Summary of key points:**

Ms Paulley addressed Council regarding the petition requesting that the City of Albany take immediate action to adequately protect all the native vegetation communities on Lot 4743 by whatever means necessary. Ms Paulley's tabled address can be referenced at ICR24558353.

**6.55pm Samantha Stevens, Robinson**  
**Summary of key points:**

Ms Stevens addressed Council in support of the Notice of Motion by Councillor Traill, and requested that consideration be given to the protection of existing water catchment areas.

**6.58pm**

**RESOLUTION**

**MOVED: COUNCILLOR GRIMMER**  
**SECONDED: DEPUTY MAYOR TERRY**

**THAT Public Question Time be extended by 20 minutes.**

**CARRIED 8-0**

**7.00pm Rod Sawyer**  
**Summary of key points:**

Mr Sawyer addressed Council regarding *The Forest* and recommended that everyone make time to watch this compelling documentary. Mr Sawyer's tabled address can be referenced at ICR24558351.

**7.02pm Gary Wellstead, South Coast Diving**  
**Summary of key points:**

Mr Wellstead addressed Council in support of the Notice of Motion by Councillor Traill.

**7.03pm Paul Guest, Centennial Park**  
**Summary of key points:**

Mr Guest addressed Council in support of the Notice of Motion by Councillor Traill.

**7.05pm Harriet Paterson, Mira Mar**  
**Summary of key points:**

Ms Paterson addressed Council in support of the Notice of Motion by Councillor Traill.

**7.07pm Tony Harrison, Little Grove**  
**Summary of key points:**

Mr Harrison addressed Council in support of the Notice of Motion by Councillor Traill. Mr Harrison's tabled address and supporting information can be referenced at ICR24558501.

**7.12pm Roland Paver, Goode Beach**  
**Summary of key points:**

Mr Paver addressed Council regarding the Notice of Motion by Councillor Traill.

**7.14pm Cliff Richards, Robinson**  
**Summary of key points:**

Mr Richards addressed Council regarding COVID vaccine injury. Mr Richards' tabled address can be referenced at ICR24558693.

Mr Richards asked the following questions which were taken on notice:

1. [In the event of another directive from our state government to mandate the use of the MRNA injections, will the Council, in light of the information it now has, follow that directive and risk the health of its employees and future litigation?](#)
2. [Likewise, would it insist on Councillors complying to be able to attend Council meetings?](#)

**Response:**

Whilst the City appreciates the proactive approach by Mr Richards in advocating for public health and safety, it is important that these matters are raised with the local Member of Parliament and the Minister for Health.

The matters raised are not within the remit of local government. Matters related to the regulation, safety and administration of vaccines fall under the jurisdiction of federal agencies such as the Therapeutic Goods Administration (TGA) and the Federal Department of Health and Aged Care.

**7.17pm Mark Allen, Mira Mar**  
**Summary of key points:**

Mr Allen addressed Council regarding Lot 4743, planning matters and housing diversity.



**7.19PM Tamara Frewen, Warrenup**  
**Summary of key points:**

Ms Frewen thanked the City for updating signs at Albany Leisure and Aquatic Centre, and requested that the public toilets adjacent to the Town Hall be upgraded.

**7.21pm Jon Doust**  
**Summary of key points:**

Mr Doust addressed Council in support of the petition requesting that the City of Albany take immediate action to adequately protect all the native vegetation communities on Lot 4743 by whatever means necessary.

The Mayor declared Public Question Time closed at **7.24pm**.

**8. APPLICATIONS FOR LEAVE OF ABSENCE Nil**

**9. PETITIONS AND DEPUTATIONS**

**RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR MACLAREN**  
**SECONDED: DEPUTY MAYOR TERRY**

**THAT the Petition requesting the City of Albany take immediate action to adequately protect all the native vegetation communities on Lot 4743 by whatever means necessary be RECEIVED.**

**CARRIED 8-0**

**Officer Comment:** This petition is compliant with the City of Albany Petition Policy.

**10. CONFIRMATION OF MINUTES**

**RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: DEPUTY MAYOR TERRY**  
**SECONDED: COUNCILLOR SUTTON**

**THAT the minutes of the Ordinary Council Meeting held on 26 November 2024, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**CARRIED 8-0**

**11. PRESENTATIONS Nil**

**12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS Nil.**

**CCS678: MONTHLY FINANCIAL REPORT – OCTOBER 2024**

**Proponent / Owner** : City of Albany  
**Attachments** : Monthly Financial Report – October 2024  
**Report Prepared By** : Manager Finance  
**Authorising Officer:** : Executive Director Corporate & Commercial Services

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - **Pillar:** Leadership.
  - **Outcome:** Strong workplace culture and performance

**IN BRIEF**

- Under the Local Government Financial Management Regulations, a local government is to prepare monthly a statement of financial activity and statement of financial position that is presented to Council.
- The City of Albany's Monthly Financial Report (inclusive of the statement of financial activity and the statement of financial position) for the period ending 31 October 2024 has been prepared and is attached.
- In addition, the City provides Council with a monthly investment summary to ensure the investment portfolio complies with the City's Investment of Surplus Funds Policy.
- The financial information included within the Monthly Financial Report for the period ended 31 October 2024 is preliminary and has not yet been audited.

**RECOMMENDATION**

**CCS678: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR SUTTON**  
**SECONDED: COUNCILLOR MCKINLEY**

**THAT the Monthly Financial Report for the period ending 31 October 2024 be RECEIVED.**

**CARRIED 8-0**

**CCS678: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR SUTTON**  
**SECONDED: COUNCILLOR MCKINLEY**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 8-0**

**CCS678: AUTHORISING OFFICER RECOMMENDATION**

**THAT the Monthly Financial Report for the period ending 31 October 2024 be RECEIVED.**

## **DISCUSSION**

2. To fulfil statutory reporting obligations, the Monthly Financial Report prepared provides a snapshot of the City's year to date financial performance. The report provides the:
  - (a) Statement of Financial Activity by nature classifications (satisfying Regulation 34 of the *Local Government (Financial Management) Regulations 1996*);
  - (b) Statement of Financial Position (satisfying Regulation 35 of the *Local Government (Financial Management) Regulations 1996*);
  - (c) Basis of Preparation;
  - (d) Explanation of material variances to year-to-date budget;
  - (e) Net Current Asset & Funding Position;
  - (f) Investment Portfolio Snapshot;
  - (g) Receivables; and
  - (h) Capital Acquisitions.
3. Additionally, each year a local government is to adopt a percentage or value to be used in the Statement of Financial Activity for reporting material variances. Under Council item CCS647, Council approved that a variance between actual and budget-to-date of greater than \$100,000 is a material variance for reporting purposes in the Statement of Financial Activity for 2024/2025.
4. The Statement of Financial Activity and Statement of Financial Position may be subject to year-end adjustments and have not been audited.
5. It is noted that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The 'errors' may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect."

## **STATUTORY IMPLICATIONS**

6. The *Local Government (Financial Management) Regulations 1996* stipulate that each month Local Governments are required to prepare and report a Financial Activity Statement (reg 34) and a Financial Position Statement (reg 35).
7. Each of these statements are to be presented at an ordinary meeting of the council within two months after the end of the relevant month, as well as recorded in the minutes of the meeting at which it is presented.

## **POLICY IMPLICATIONS**

8. The City's 2024/25 Annual Budget provides a set of parameters that guides the City's financial practices.
9. The Investment of Surplus Funds Policy stipulates that the status and performance of the investment portfolio is to be reported monthly to Council.

## **FINANCIAL IMPLICATIONS**

10. Expenditure for the period ending 31 October 2024 has been incurred in accordance with the 2024/25 budget parameters.
11. Details of any budget variation more than \$100,000 (year to date) is outlined in the Statement of Financial Activity. There are no other known events, which may result in a material non-recoverable financial loss or financial loss arising from an uninsured event.

## **LEGAL IMPLICATIONS**

12. Nil.

## **ENVIRONMENTAL CONSIDERATIONS**

13. Nil.

**ALTERNATE OPTIONS**

14. Nil.

**CONCLUSION**

15. The Authorising Officer's recommendation be adopted.
16. It is requested that any questions regarding this report are submitted to the Executive Director Corporate & Commercial Services by 4pm of the day prior to the scheduled meeting time. All answers to submitted questions will be provided at the Committee meeting. This allows a detailed response to be given to the Committee in a timely manner.

<b>Consulted References</b>	:	<i>Local Government (Financial Management) Regulations 1996</i>
<b>File Number</b>	:	FM.FIR.7

**CCS679: LIST OF ACCOUNTS FOR PAYMENT – NOVEMBER 2024**

**Business Entity Name** : City of Albany  
**Attachments** : List of Accounts for Payment  
**Report Prepared By** : Manager Finance  
**Authorising Officer:** : Executive Director Corporate and Commercial Services

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - **Pillar/Priority:** Leadership.
  - **Outcome:** Strong workplace culture and performance.

**IN BRIEF**

- Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's municipal and trust funds. In accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996, a list of accounts paid by the Chief Executive Officer is to be provided to Council.

**RECOMMENDATION**

**CCS679: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR BAESJOU**  
**SECONDED: COUNCILLOR MCKINLEY**

**THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 November 2024 totalling \$10,484,987.11 be RECEIVED.**

**CARRIED 8-0**

**CCS679: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR TRAILL**  
**SECONDED: COUNCILLOR MCKINLEY**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 8-0**

**CCS679: AUTHORISING OFFICER RECOMMENDATION**

**THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 November 2024 totalling \$10,484,987.11 be RECEIVED.**

**DISCUSSION**

2. The table below summarises the payments drawn from the City's Municipal and Trust funds for the period ending 15 November 2024. Please refer to the Attachment to this report.

<b>Fund</b>	<b>Transaction Type</b>	<b>Amount (\$)</b>	<b>%</b>
Municipal	Electronic Funds Transfer	\$7,478,545.19	71.33%
Municipal	Payroll	\$2,974,898.76	28.37%
Municipal	Credit Cards	\$31,343.16	0.30%
Municipal	Cheques	\$200.00	0.00%
Trust	N/A	\$0.00	0.00%
<b>TOTAL</b>		<b><u>\$10,484,987.11</u></b>	<b><u>100.00%</u></b>

3. Included within the Electronic Funds Transfers from the City's Municipal account are Purchasing Card transactions, required to be reported under Regulation 13(A), totalling: \$151,904.61.
4. The table below summarises the total outstanding creditors as at 15 November 2024.

<b>Aged Creditors</b>	<b>Amount (\$)</b>
Current	\$485,212.99
30 Days	\$863,079.87
60 Days	\$0.00
90 Days	\$(1.00)
<b>TOTAL</b>	<b><u>\$1,348,291.86</u></b>

**STATUTORY IMPLICATIONS**

5. Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996, provides that payment October only be made from the municipal fund or a trust fund if the Local Government has delegated this function to the Chief Executive Officer or alternatively authorises payment in advance.
6. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
7. Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments must be presented to Council and recorded in the minutes.
8. As part of the Local Government Regulations Amendment Regulations 2023 (SL2023/106), additional reporting is now required by Local Governments. Regulation 13(A), a new regulation, requires Local Governments to report on payments by employees via purchasing cards.

**POLICY IMPLICATIONS**

9. Expenditure for the period to 15 November 2024 has been incurred in accordance with the 2024/2025 budget parameters.

**FINANCIAL IMPLICATIONS**

10. Expenditure for the period to 15 November 2024 has been incurred in accordance with the 2024/2025 budget parameters.

**LEGAL IMPLICATIONS**

11. Nil

**ENVIRONMENTAL CONSIDERATIONS**

12. Nil

**ALTERNATE OPTIONS**

13. Nil

**CONCLUSION**

14. That the list of accounts have been authorised for payment under delegated authority.
15. It is requested that any questions on specific payments are submitted to the Executive Director Corporate Services by 4pm of the day prior to the scheduled meeting time. All answers to submitted questions will be provided at the Committee meeting. This allows a detailed response to be given to the Committee in a timely manner.

<b>Consulted References</b>	:	<i>Local Government (Financial Management) Regulations 1996</i>
<b>File Number</b>	:	FM.FIR.2

**CCS680: DELEGATED AUTHORITY REPORTS – 16 OCTOBER 2024 to  
15 NOVEMBER 2024**

**Proponent / Owner** : City of Albany  
**Attachments** : Executed Document and Common Seal Report  
**Report Prepared By** : PA to Mayor and Councillors  
**Authorising Officer:** : Chief Executive Officer

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - **Pillar:** Leadership.
  - **Outcome:** A well informed and engaged community.

**RECOMMENDATION**

**CCS680: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR MACLAREN**  
**SECONDED: COUNCILLOR BAESJOU**

**THAT the Delegated Authority Reports 16 October 2024 to 15 November 2024 be RECEIVED.**

**CARRIED 8-0**

**CCS680: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR MACLAREN**  
**SECONDED: COUNCILLOR MCKINLEY**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 8-0**

**CCS680: AUTHORISING OFFICER RECOMMENDATION**

**THAT the Delegated Authority Reports 16 October 2024 to 15 November 2024 be RECEIVED.**

**BACKGROUND**

2. In compliance with Section 9.49A of the *Local Government Act 1995* the attached report applies to the use of the Common Seal and the signing of documents under Council's Delegated Authority:
  - **Delegation: LG1.18 (D006)** – Sign Documents on Behalf of the City of Albany (Authority to Executive Deeds & Agreements and apply the Common Seal)
  - **Delegation: LG4.06 (D009)** – Provide Donations, Sponsorship, Subsidies & Authority to Apply for Grant Funding (Including the provision of sponsorship through the waiver of fees & charges)
  - **Delegation: LG5.05 (D018)** – Award Contracts (Supply of Equipment, Goods, Materials & Services)



## CCS681: ALBANY 2026 COMMUNITY SPONSORSHIP PROGRAM

**Proponent / Owner** : City of Albany  
**Report Prepared By** : Albany 2026 Coordinator  
**Authorising Officer:** : Executive Director Community Services

Councillor Traill and Councillor MacLaren declared an Impartiality Interest in this item. Councillor Traill and Councillor MacLaren remained in the Chamber and participated in the discussion and vote for this item.

### STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - **Pillar:** Prosperity
  - **Outcome:** A highly sought-after tourist destination.

### IN BRIEF:

- To endorse the Assessment Panel recommendations for the *Albany 2026 Community Sponsorship Program (\$10k - \$50k funding stream)* for events being held within the year of the Bicentenary, 1 January to 31 December 2026.

### RECOMMENDATION

**CCS681: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR MACLAREN**  
**SECONDED: DEPUTY MAYOR TERRY**

**THAT Council APPROVE the Assessment Panel recommendations for the *Albany 2026 Community Sponsorship Program* as outlined in Paragraph 18 – Table 2 of this report.**

**CARRIED 7-1**

### Record of Vote

Against the Motion: Councillor McKinley

**CCS681: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR SUTTON**  
**SECONDED: COUNCILLOR TRAILL**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 7-1**

### Record of Vote

Against the Motion: Councillor McKinley

**CCS681: AUTHORISING OFFICER RECOMMENDATION**

**THAT Council APPROVE the Assessment Panel recommendations for the *Albany 2026 Community Sponsorship Program* as outlined in Paragraph 18 – Table 2 of this report.**

### BACKGROUND

2. The importance of grassroots/community-led events and projects has been identified within the Council adopted (and community informed) Albany 2026 Strategic Plan.
3. Council allocated \$400,000 in the 2024-2025 Budget to support grants for community initiatives and activities for Albany 2026.
4. In June 2024, the City announced the *Albany 2026 Community Sponsorship Program*, offering two funding streams (\$0 - \$10k and \$10k - \$50k) to encourage and support community-led initiatives as part of Albany 2026.

5. Five (5) applications were received in the \$0k - \$10k funding stream. These applications have been assessed by an Evaluation Panel and approved administratively under delegation. The outcome of this funding stream has been included within this report for information only.
6. Eighteen (18) applications were received in the \$10k - \$50k funding stream. These applications have been assessed by an Evaluation Panel and the recommendations are presented within this report for Council approval.
7. Projects sponsored through the Albany 2026 Community Sponsorship Program should showcase Albany's rich cultural heritage, its people, places and stories. Projects should increase community vibrancy, wellbeing, resilience, and connection by enabling local initiatives that bring people together and create a strong thriving community.
8. Outside of the Albany 2026 Community Sponsorship Program, the City also provides funding opportunities (for events/activities) via the Regional Event Sponsorship program. Projects that do not align with the Albany 2026 Community Sponsorship Program may better align to the Regional Event Sponsorship program.
9. In addition, and throughout 2025, the City will release an expression of interest to local community groups and organisations requesting information about events/activities occurring throughout 2026 for consideration for inclusion in official programming/marketing materials to further boost community involvement opportunities outside of those which receive direct funding.

## DISCUSSION

### Program Overview

10. The Albany 2026 Community Sponsorship Program was open for submissions between 29 July and 23 September 2024.
11. The City received 23 applications (across the two funding streams), requesting a total of \$735,337 in funding.
12. Applications have been assessed against criteria that reflects the community's aspirations as outlined in the Albany 2026 Strategic Plan, and are listed below:

### Alignment to one (or more) of the Albany 2026 key themes:

- a. Reflect honestly on our past;
- b. Celebrate our community today;
- c. Create a future where anything is possible.

### General Criteria:

- a. Showcases Albany's rich cultural heritage and unique characteristics including the stories, people, places and produce of Albany.
- b. Demonstrates a benefit to the wider community and/or targeted audience.
- c. Contributes to the presentation and preservation of Menang-Noongar culture.
- d. Enables existing plans that have community support to come to fruition.
- e. Will foster the participation of inclusive and diverse communities.
- f. Exhibits unique qualities or is an innovative idea.
- g. Contributes positively to the Albany 2026 milestone.
- h. Enhances community engagement and participation with events and initiatives that promote social inclusion and diversity.
- i. Positions Albany as a nationally significant regional cultural center.
- j. Has strong social and or economic uplift.
- k. Demonstrates organisational capacity and appropriate project governance.
- l. Has limited reliance on the City for practical and logistical support.

- m. Demonstrates experience delivering projects with similar scope and scale.
  - n. Provides evidence of past success.
  - o. Demonstrates other funding (cash or in kind) has been secured or sought.
  - p. Demonstrates value for money.
13. Events or projects that are supported for funding by Council are required to enter into a contractual agreement with the City inclusive of conditions for grant acknowledgement, project milestones, and project acquittals.

#### Assessment – Under \$10k

14. A summary of applications approved for funding (under administrative delegation) in the \$0k - \$10k funding stream is outlined in Table 1.
15. This information has been included to provide context to the overall Community Sponsorship Program and the funding split between the two streams.
16. A total of \$16,500 has been allocated and approved within the \$0k - \$10k funding stream; this leaves \$383,500 to allocate within the \$10k - \$50k funding stream.

**Table 1 – Albany 2026 Community Sponsorship Program – \$0k - \$10k Outcomes**

Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Approved
Girl Guides WA	Albany 2026 State Girl Guide Jamboree	3.17 (63.4%)	\$9,500	\$9,500
<b>Description:</b>				
The <i>Albany 2026 State Girl Guide Jamboree</i> will bring over 250 guides and leaders to Albany to explore, learn and commemorate the area's history. With a strong focus on youth development practices and sharing knowledge of Menang Noongar people, the project aligns strongly with the themes of Albany 2026, 'reflect authentically on the past' and 'a future where anything is possible'. The <i>Albany 2026 State Girl Guide Jamboree</i> will mark the events return (since pre-COVID), and the first time it is to be held in Albany in recent history.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Approved
Dr. Harry Freemantle	Multivalent Voices – Kinjarling/Kincinnup/Albany - 1826	2.97 (59.4%)	\$3,000	\$3,000
<b>Description:</b>				
The applicant aims to write and publish a dedicated bicentenary focused journal, titled <i>Multivalent Voices – Kinjarling/Kincinnup/Albany – 1826</i> . With a strong focus on 'truth telling', the project aligns with the Albany 2026 theme 'reflect authentically on the past'. The funding requested will contribute towards the study of content and the print publication, in addition to the hosting of a conference within Albany during 2026.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Approved
King River Hall	King River Hall Flora and Fauna Mural and Trail Signs	3.07 (61.4%)	\$5,959	\$4,000
<b>Description:</b>				
This project involves creating a community-designed mural and nature trail markers that showcase local flora and fauna around Albany's King River area, inclusive of Menang Noongar language. Whilst a lower impact project, it encompasses an area outside of the Albany CBD, extending the reach and benefit of Albany 2026 to more of the community and will remain in place post the bicentenary year.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Approved
Veterans Assist Great Southern Inc.	Albany Seaboard Bulk Fuel Oil Depot	2.85 (57%)	\$8,125	\$0
<b>Description:</b>				
This project aims to install three interpretive signs along a walking trail on Mt Melville, detailing the WWII-era Albany Seaboard Bulk Fuel Storage Depot. With a lack of detail around consultation with the Menang-Noongar community and a score percentage of 57%, the application was not approved for funding.				

Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Approved
Vikings Sporting Club	State AFL Masters Football Carnival	2.14 (42.8%)	\$9,800	\$0
<b>Description:</b>				
The project aims to bring the annual <i>State AFL Masters Football Carnival</i> to Albany in 2026 and to celebrate the Albany Vikings Sporting Club's 40th anniversary. The project has demonstrated minimal alignment to an Albany 2026 theme, received a score percentage of 42.8%, and the requested funding would go towards a private celebratory function for the applicant.				

**Assessment and Recommendations - \$10k - \$50k**

17. The Evaluation Panel (for the \$10k - \$50k funding stream) comprised of:
- Albany 2026 Coordinator;
  - Albany 2026 Cultural Project Officer;
  - Manager Community Relations;
  - Local History Coordinator;
  - Manager Albany Entertainment Centre, Arts and Culture Trust (non-voting); and
  - Executive Director Community Services.
18. A summary of applications recommended to Council for funding is outlined in Table 2.

**Table 2 – Albany 2026 Community Sponsorship Program (\$10k – \$50k) – Assessment Panel Recommendations**

Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Albany ArtAbility	Albany ArtAbility Art Workshops & Art Markets	INELIGIBLE	\$20,252	\$0
<b>Description:</b>				
The application did not address the compulsory selection criteria and is therefore ineligible for funding.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Albany Pride	Albany Pride 10 Year Anniversary Festival	3.53 (70.6%)	\$50,000	\$6,000
<b>Description:</b>				
The Albany Pride Festival is an important annual cultural event that promotes inclusivity and attracts visitors to the region. In 2026 the Festival will celebrate its 10 <sup>th</sup> anniversary and run from 18 <sup>th</sup> February to 27 <sup>th</sup> March. A recommended funding amount of \$6,000 will support the addition of two new components to the festival: a 'Mentorship Program' and a 'Long Table Art Dinner'. The Mentorship Program will provide the opportunity for a young local artist to be mentored in best curatorial practice and to work alongside skilled creatives to bring the art exhibition (local LGBTQIA+ artists Shaun Wake-Mazey and James Hollands) to life. The Long Table Art Dinner will be held at the Albany Town Hall among the art exhibition and be a ticketed event. The panel's funding recommendation of \$6,000 is to cover the 'Long Table Art Dinner' and the 'Art Workshops', as outlined in the applicant's budget. The remainder of the event is ineligible for 2026 funding and will better align to the City's annual Regional Event Sponsorship.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Art South WA	Festival of Halls	3.78 (75.6%)	\$30,000	\$23,000
<b>Description:</b>				
'Festival of Halls' is a celebration of the arts, culture, and history in Western Australia's Great Southern region. Festival of Halls will span 20 venues and include approximately 20 (free and ticketed) events. The festival will showcase local musicians, visual artists, storytellers, and performers through intimate live performances, workshops, and cultural storytelling. The Festival of Halls project will run in addition to the applicant's annual Southern Art and Craft Trail and presents a unique offering that will activate and drive visitation to areas outside of Albany CBD including Redmond, Torbay, Kalgan and others. The panel recommend the applicant host this event in April 2026, aligning with (and benefitting from) the Easter and ANZAC long weekends. Overall attendance at the Festival of Halls (if held in April 2026) is approximately 4,000 attendees.				

Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Community Arts Network	Mapping Menang	4.27 (85.4%)	\$33,500	\$33,500
<b>Description:</b>				
Mapping Menang is a collaborative truth-telling community art project led by Community Arts Network (CAN) in partnership with Menang Traditional Owners and the National Trust of WA. Taking place at Strawberry Hill at Barmup (April 2026), this project aims to celebrate the Menang people's rich cultural heritage. Through community consultations and creative workshops led by First Nations creatives, Menang people will embark on a cultural mapping process recording stories, knowledge and spirituality embedded in landscape - culminating in the creation of a large-scale artwork, layering lore, language and culture into a visual representation of Menang Country. The collaborative artwork will be incorporated into an interactive digital online map embedded with videos and audio content telling the Menang story. A well-considered application scoring highly against all criteria (85.4%), the project has strong alignment to the themes of Albany 2026. The applicant has demonstrated significant experience leading similar projects, with skilled key personnel involved in the project's delivery. The project will result in cultural knowledge and legacy work that will remain within the Albany community for decades to come. The applicant has committed significant funds to the project, has confirmed federal funding (Indigenous Languages and the Arts) and is also seeking support from Lotterywest.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Cinefest OZ	Celebrate Kinjarling	4.31 (86.2%)	\$50,000	\$35,000
<b>Description:</b>				
The applicant will work with local students, creatives and First Nations people to commission three short films inspired by Albany stories in the year leading up to 2026. The project will allow local community to innovate, inspire and showcase the creative heart of Albany, through any screen medium including filmed spoken word, dramatic recreations, creative stories, short documentaries or experimental projection on local landmarks. The applicant would mentor the teams involved through attaching an experienced producer and videographer along with supporting a small production budget for each project. These bespoke film projects will be screened (alongside other Albany focused content) at approximately 10 free public screenings. This project will provide legacy material that can be promoted and referenced throughout 2026 and beyond. The applicant estimates approximately 3,000 participants/attendees over the 10 screenings/events. A well-considered application scoring highly against all criteria (86.2%), the project has strong alignment to the themes of Albany 2026. However, it is recommended that the applicant expand the project to include stories from diverse cultures to broaden its impact.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Creative Albany	Sculpture at Binalup	3.96 (79.2%)	\$45,000	\$45,000
<b>Description:</b>				
The project has strong potential to attract diverse audiences through a "sculpture by the sea" style event that encourages engagement with local Menang culture and the arts. The project is backed by an experienced facilitator and provides a unique platform for artistic expression that reflects the themes of Albany 2026. Guided tours and artist talks will offer attendees deeper insight into the art and artists, enhancing cultural appreciation and participation. The project's community-centred approach and unique format distinguish it as an innovative contribution to the Albany 2026 program. The applicant estimates approximately 20,000 participants/attendees over the 10-day exhibition and across the workshop/tours/talk's components.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Discovery Bay Tourism Precinct	AWHS Bicentenary Program: Reflect, Respect, Reactivate	3.95 (79%)	\$49,852	\$49,852
<b>Description:</b>				
The project demonstrates strong alignment to the themes of Albany 2026 and offers diverse cultural programming across the full calendar year, providing significant value for money. Its extensive community collaboration, particularly with the local Menang-Noongar community, enhances cultural authenticity and inclusivity. Select components will be one off events, however each of the Albany 2026 themes will be accompanied by a month-long exhibition via Artist in Residence programming. The applicant estimates approximately 18,000 participants/attendees over the year-long programming. With potential to elevate Albany's profile nationally, this project offers meaningful historical insights, including the community's evolution from whaling to conservation. With demonstrated organisational capacity to deliver this project, it will provide significant activation throughout the year of 2026.				

Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Cricket Great Southern Inc.	Australian Country Cricket Championships	WITHDRAWN	WITHDRAWN	\$0
<b>Description:</b>				
The applicant has withdrawn their application.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Friends of Yakamia Forest	Boorna Boodja Tours	3.1 (62%)	\$13,483	\$0
<b>Description:</b>				
The proposed project aligns with the themes of Albany 2026, however the application has not strongly differentiated itself from other similar activities already on offer through the tour-guiding business. The applicant proposes 12 cultural heritage tours to be held over three months and estimates a minimal participation of up to 180 participants over the 12 tours. The panel has concerns about the value this represents for the amount of funding requested.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Glen Hegedus	Albany 2026 Mural Project	3.45 (69%)	\$50,000	\$50,000
<b>Description:</b>				
The project demonstrates strong alignment to the themes of Albany 2026. The applicant's demonstrated track record of delivering similar projects assures positive community outcomes, with the murals providing a legacy for Albany. With the delivery of the public murals over several weeks throughout 2026, the community can see these artworks slowly form and come to life, adding to the vibrancy of the 2026 programming and delighting visitors to the area. Initial scoping for mural sites has occurred by the applicant and they will work with the City to determine final mural locations. The applicant's pursuit of significant external funding enhances value for money for the City, resulting in three public artworks that will serve as dynamic attractions across the city, encouraging exploration and cultural engagement.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
WA Model A Restorers Club	2026 National Model A Rally	2.6 (52%)	\$45,000	\$0
<b>Description:</b>				
The project concept may appeal to both locals and visitors; however, the applicant has not clearly demonstrated alignment with Albany 2026 themes and did not provide sufficiently detailed responses to several key criteria, resulting in the panel scoring of 52%. Additionally, the applicant has not provided evidence of capacity to deliver a project of this scale, presenting a potential risk to the City without further information. Should the applicant demonstrate a stronger ability to deliver similar events, this proposal may be better suited for alternative funding opportunities, such as the City's Regional Event Sponsorship program.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Wagyl Kaip Southern Aboriginal Corporation	Binalup, Menang   First light, First people	3.34 (66.8%)	\$30,000	\$26,148
<b>Description:</b>				
The project demonstrates strong alignment to the themes of Albany. Wagyl Kaip, Menang Elders, the Menang community and acclaimed portrait photographer Nic Duncan will collaborate to create a series of photographic portraits of Menang Elders and other key members of the Menang community to be exhibited (for one month) at the Albany Town Hall during Albany 2026. The exhibition would comprise the framed portraits with accompanying captions. Digital versions of the portraits would also be taken into local schools by Elders who would share the stories behind each portrait with the students. The applicant also aims to mentor a local Menang-Noongar person to help bring this project to fruition (if there is an interested community member). Photographer Nic Duncan has provided significant demonstrated experience with similar culturally significant projects. The project holds potential to create lasting legacy content that will support the preservation and celebration of Menang culture.				



Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Peter Morse	Numen	4.5 (90%)	\$50,000	\$50,000
<b>Description:</b>				
The project demonstrates strong alignment to the themes of Albany 2026, has scored highly across all criteria (90%), and addresses other important themes of multiculturalism, social inclusion, and diversity. The project is a multimedia, immersive song cycle exploring the changing climate and weather patterns of the Great Southern region (including Albany). Celebrating the Menang-Noongar language, the song cycle follows the six Noongar seasons. Each season explores a poetic vision of the Great Southern climate, from its origins in deep time, to the contemporary pressures of climate change and its projected evolution in the next 200 years. Created by locally based artist Peter Morse, this large-scale indoor projection work (venue TBC) will be available for approximately two weeks and will be accompanied by an original musical score by Perth based composer/musician Glenn Rogers. The project will utilise cutting-edge computer visualisation of climate and geological simulations, satellite data and high-definition videography. The content will not only explore Menang-Noongar language, but also the multicultural voices of the region, including English, Filipino, Afrikaans, German, Italian and others. The applicant estimates approximately 11,500 participants/attendees over the proposed two week. This innovative, immersive project promises a unique experience for both community members and visitors, presenting a creative exploration of place and its connection to communities over time. With the applicant's impressive experience, including work for the National Museum of Australia and MONA, there is high confidence in successful delivery. The project has the potential to achieve significant social and economic benefits for Albany and could attract national attention. The applicant has also noted that there is an opportunity to expand the project into a second phase, incorporating live musical performances alongside the digital work, pending the securing of external funding.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Princess Royal Sailing Club	Princess Royal Sailing Club: Celebrating a Rich Maritime History	2.1 (42%)	\$38,771	\$0
<b>Description:</b>				
The project proposes several components, including a regatta, a private function/dinner, a photo display and a sculpture exhibition, to be hosted throughout the month of March 2026. The applicant forecasts approximately 2,320 participants/attendees to be engaged via all aspects. The applicant provided minimal additional information to support the application and as a result it received low scores across all assessment criteria (42%) as it demonstrated limited alignment with Albany 2026 themes. While the concept of showcasing the sporting group's maritime history through audio, visual, and sculptural displays is of interest, the application lacked sufficient detail to recommend for funding through this program. Other funding opportunities may be more suitable.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Southern Edge Arts	KAARLA WIRREN (Fire Spirit)	3.6 (72%)	\$50,000	\$27,000
<b>Description:</b>				
The project demonstrates strong alignment to the themes of Albany 2026. This youth-centered initiative will offer educational opportunities and professional mentoring, equipping approximately 70 young participants with valuable skills through their involvement in a bespoke performance focussed on the theme of fire within a Noongar cultural narrative. The project's public outcome is a one-off performance for an audience of around 1,000 people. The project offers strong cultural and youth engagement benefits, but the anticipated public impact and scale of the event is low in comparison to the submitted budget.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Surf Life Saving	Albany Surf Craft Challenge - Bicentennial Edition	2.8 (56%)	\$20,000	\$0
<b>Description:</b>				
The project demonstrated minimal alignment to the themes of Albany 2026. While the proposal includes new elements, including a "Heritage Exhibition" and "Community Engagement Zone", the application did not strongly represent value for money and the scope remains heavily focused on annual club activities. This applicant may better align with the City's Regional Event Sponsorship or Event Funding programs as the event (without the two new components) is planned to proceed in Albany during 2026 regardless.				

Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Western Australian Academy of Performing Arts	The 'Imagine Songwriting' Program	3.3 (66%)	\$23,100	\$13,000
<b>Description:</b>				
The project demonstrates strong alignment to the themes of Albany 2026, with the aim to share and capture local stories. It involves a 6-7 week educational/creative program for up to 20 local high school students who are interested in exploring/building their musical and songwriting skills. The project focuses on upskilling and inspiring local youth to pursue further creative studies/careers. Collaborating with WAAPA students (studying Diploma of Music), these high school students will learn about the creative songwriting process and work towards the creation of new music aligning with the themes of Albany 2026. The new music created will be shared in a public concert to approximately 180 audience members. While the project is primarily focused on skill-building, there will be a small public event and there may be potential for live performances to feature in other City-led events.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Albany ArtAbility	Tracey Margetts Wearable Art Workshops and Festival Events	2.1 (42%)	\$50,000	\$0
<b>Description:</b>				
While the application outlines community engagement efforts and working with diverse communities, it received low scores across all assessment criteria (42%) due to insufficient detail and limited demonstrated capacity to deliver a project of this scale and has not been recommended for funding.				
Applicant	Project Title	Criteria Scoring (/5)	Funding Requested	Funding Recommended
Wellstead Heritage and Historical Committee	Between the Mountain and the Sea - A History of Wellstead District	3.5 (70%)	\$49,995	\$25,000
<b>Description:</b>				
The project aims to profile the human history of the lands between 'The Mountain & the Sea' and it will especially pay respect to Traditional Custodians & promote their long and ancient connection to the lands. The aim is to produce/deliver a 30–60-minute historic film capturing the human history of the area, a revised version of the Wellstead History Book, and a two-week exhibition at the Vancouver Arts Centre. The new historic film will be launched during 2025 (outside of the Albany 2026 period) and therefore has not been recommended to receive funding, however the public exhibition will be held in 2026. The project will highlight an area outside of the Albany CBD, expanding the reach and appeal of Albany 2026. The project aligns with the Albany 2026 themes, encouraging the local rural community to celebrate its unique history and deepen connections with the broader Albany area. The recommended funding is to support the public exhibition and film project components. The film production offers educational and cross-cultural value, providing a look at European and First Nations relationships in the region. The project's outcomes (including a film project) will present lasting resources for the community.				

**GOVERNMENT & PUBLIC CONSULTATION**

19. Not Applicable.

**STATUTORY IMPLICATIONS**

20. Nil.

**POLICY IMPLICATIONS**

21. The Albany 2026 Community Sponsorship Program aligns with the City of Albany Sponsorship Policy & Guidelines.



**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b><u>Reputation:</u></b> <b>Risk:</b> Events that receive City of Albany funding do not proceed and this reflects negatively on the City.	Unlikely	Minor	Low	Recommendations are based on the information supplied and the funding criteria. All reasonable support will be provided to enable funded events to proceed.
<b><u>Reputation:</u></b> <b>Risk:</b> Sections of the community oppose Council's support for events recommended for funding.	Likely	Moderate	High	A rigorous assessment process has been undertaken (against criteria the community set within the Albany 2026 Strategic Plan) and recommendations made on merit. The events recommended for funding align with the City of Albany Strategic Community Plan, Community Development Strategy, and the Sponsorship Policy & Guidelines.
<b><u>Reputation:</u></b> <b>Risk:</b> Events that receive City of Albany funding do not align with the values and objectives of Albany 2026.	Possible	Moderate	Medium	A rigorous assessment process has been undertaken (against criteria the community set within the Albany 2026 Strategic Plan). The events recommended for funding will be required to report against key milestones, ensuring continued alignment with the Albany 2026 themes, values and objectives.
<b><u>Community:</u></b> <b>Risk:</b> Event or health and safety guidelines are not followed and increase the risk to public health and safety.	Possible	Major	High	Applicants will be conditioned to complete an event approval application in line with the City's event approval guidelines and be required to follow all other necessary approvals and processes relevant to their event or activity.

**FINANCIAL IMPLICATIONS**

23. Management and oversight of funding and event sponsorship is undertaken using existing staff resources within the Community Services business unit, within existing allocated budgets.
24. The recommended funding allocation totals for both funding streams (\$0k - \$10k and \$10k - \$50k) totals \$400,000. This is within the capacity of the allocation for the Albany 2026 Community Sponsorship Program in the current 2024-2025 Budget and is detailed in Table 3 below.

**Table 3 – Summary of funding recommended**

FUNDING STREAM	TOTAL REQUESTED	TOTAL RECOMMENDED
\$0 - \$10k funding stream (approved under delegation)	\$36,384	\$16,500
\$10k - \$50k funding stream (recommended to Council)	\$698,953	\$383,500
<b>TOTAL</b>	<b>\$735,337</b>	<b>\$400,000</b>

25. Council is required to approve the recommended sponsorships (that are above administrative delegation) in the \$10k - \$50k funding stream.
26. Successful applicants will be issued funding contracts and conditions that include payment milestones and acquittal requirements.

**LEGAL IMPLICATIONS**

27. Nil.

**ENVIRONMENTAL CONSIDERATIONS**

28. Any events/activities held in the public realm will be assessed and conditioned as required by the City's Environmental Health team as part of the event approval process.

## ALTERNATE OPTIONS

29. Council could make alternate recommendations for funding, including substitute dollar amounts for recommended applicants. This is not recommended given the rigorous assessment process. The applicants recommended for funding are eligible for Albany 2026 Community Sponsorship, and funding amounts have been recommended on merit against the criteria and information supplied.

## CONCLUSION

30. Supporting events with sponsorship contributes to the economic, social, sporting, environmental and cultural development of Albany.
31. Providing sponsorship for these events supports the City's vision and Strategic Community Plan, the Albany 2026 Strategic Plan, and is consistent with the City's Sponsorship Policy & Guideline.
32. There are remaining opportunities for local community groups/organisations to be involved in Albany 2026, via the City's annual Regional Event Sponsorship and Event Funding programs and via an upcoming call out/expression of interest to organisations to promote existing activities.
33. There is likely to be additional demand on the Regional Event Sponsorship and Event Funding programs for 2026 and this will be discussed with Council as part of the annual budgeting processes for 2025-2026 and 2026-2027.
34. The process for assessment of the applications for the 2026 Community Sponsorship is robust and equitable, and the funding recommendations are within the capacity of the Budget allocated for this purpose.
35. It is recommended that the Authorising Officer's recommendation be endorsed.

<b>Consulted References</b>	:	<ul style="list-style-type: none"><li>• City of Albany Sponsorship Policy &amp; Guidelines</li><li>• 2026 Community Sponsorship Program Under \$10k guidelines</li><li>• 2026 Community Sponsorship Program Over \$10k guidelines</li><li>• Bicentenary Strategic Plan</li></ul>
<b>File Number</b>	:	CR.SPO.85
<b>Previous Reference</b>	:	NA

## CCS682: COUNCIL AND COMMITTEE MEETING SCHEDULE 2025

**Attachments** : 2025 Council and Committee Meeting Schedule  
**Report Prepared By** : Senior Team Leader  
**Authorising Officer:** : Chief Executive Officer

### STRATEGIC IMPLICATIONS

- This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - Pillar:** 5. Leadership. A well-governed city that uses resources wisely to meet local needs.
  - Outcome:** 5.3 A well-informed and engaged community.

### IN BRIEF:

- Council is required to adopt the proposed Ordinary Council Meeting and Committee Schedule for 2025, in accordance with the *Local Government Act 1995* and associated regulations.

### RECOMMENDATION

**CCS682: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR TRAILL**  
**SECONDED: COUNCILLOR GRIMMER**

**THAT Council, for the purpose of giving Public Notice:**

- APPROVE** the following Committee Meeting Schedule for 2025:

Community & Corporate Services Committee	Development & Infrastructure Services Committee
<i>No meetings scheduled for January 2025</i>	
Tuesday 11 February 2025	Wednesday 12 February 2025
Tuesday 11 March 2025	Wednesday 12 March 2025
Tuesday 08 April 2025	Wednesday 09 April 2025
Tuesday 13 May 2025	Wednesday 14 May 2025
Tuesday 10 June 2025	Wednesday 11 June 2025
Tuesday 08 July 2025	Wednesday 09 July 2025
Tuesday 12 August 2025	Wednesday 13 August 2025
Tuesday 09 September 2025	Wednesday 10 September 2025
Tuesday 07 October 2025	Wednesday 08 October 2025
Tuesday 11 November 2025	Wednesday 12 November 2025
Tuesday 02 December 2025	Wednesday 03 December 2025

- APPROVE** the proposed Ordinary Council Meeting Schedule for 2025:

- Tuesday 25 February 2025
- Tuesday 25 March 2025
- Tuesday 22 April 2025
- Tuesday 27 May 2025
- Tuesday 24 June 2025
- Tuesday 22 July 2025
- Tuesday 26 August 2025
- Tuesday 23 September 2025
- Tuesday 28 October 2025
- Tuesday 25 November 2025
- Tuesday 16 December 2025

**CARRIED 8-0**

CCS682: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR MACLAREN  
SECONDED: COUNCILLOR MCKINLEY

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS682: AUTHORISING OFFICER RECOMMENDATION

THAT Council, for the purpose of giving Public Notice:

1. APPROVE the following Committee Meeting Schedule for 2025:

Community & Corporate Services Committee	Development & Infrastructure Services Committee
<i>No meetings scheduled for January 2025</i>	
Tuesday 11 February 2025	Wednesday 12 February 2025
Tuesday 11 March 2025	Wednesday 12 March 2025
Tuesday 08 April 2025	Wednesday 09 April 2025
Tuesday 13 May 2025	Wednesday 14 May 2025
Tuesday 10 June 2025	Wednesday 11 June 2025
Tuesday 08 July 2025	Wednesday 09 July 2025
Tuesday 12 August 2025	Wednesday 13 August 2025
Tuesday 09 September 2025	Wednesday 10 September 2025
Tuesday 07 October 2025	Wednesday 08 October 2025
Tuesday 11 November 2025	Wednesday 12 November 2025
Tuesday 02 December 2025	Wednesday 03 December 2025

2. APPROVE the proposed Ordinary Council Meeting Schedule for 2025:

- Tuesday 25 February 2025
- Tuesday 25 March 2025
- Tuesday 22 April 2025
- Tuesday 27 May 2025
- Tuesday 24 June 2025
- Tuesday 22 July 2025
- Tuesday 26 August 2025
- Tuesday 23 September 2025
- Tuesday 28 October 2025
- Tuesday 25 November 2025
- Tuesday 16 December 2025

## BACKGROUND

2. In accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, local public notice must be given at least once per year detailing when Council and Committee meetings which are open to the public will be held, including the date, the time and the place of those meetings.
3. Ordinary Council Meetings are held monthly, except for January when there are no scheduled meetings.

## DISCUSSION

4. Meetings of Council which are open to the public commence at 6.00pm in order to facilitate attendance by members of the public and elected members.
5. Council may choose to undertake a review of the frequency and start time of meetings before setting the meeting dates and times for 2025.
6. Council may also wish to review the distribution date of agendas for Council and Committee Meetings. Currently the agenda for Ordinary Council Meetings is distributed on the third Tuesday of each month (except January when there are no scheduled meetings).

## GOVERNMENT & PUBLIC CONSULTATION

7. The start time of Council and Committee meetings considers previous public feedback.
8. Community feedback has confirmed that a start time of 6.00pm of those meetings open to the public enables attendance by members of the public.
9. Council may choose to consult with the community to determine if there is a strong desire to change the start time.

## STATUTORY IMPLICATIONS

10. The *Local Government (Administration) Regulations 1996* section 12(2) states that:  
*“The CEO must publish on the local government’s official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held – Ordinary Council Meetings; and  
Committee Meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.”*
11. Any change to the advertised meeting schedule must be published on the City’s website as soon as practicable after the change is made.

### Special Council Meetings

12. Section 12 (4) of the Regulations provides that if a Special Council Meeting is open to the public, the CEO must publish the meeting details, including the purpose of the meeting, on the City’s website as soon as practicable after the decision is made to hold a Special Council Meeting.

## POLICY IMPLICATIONS

13. Nil.

## RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Business Operation, Reputation &amp; Financial.</b> <b>Risk:</b> The proposed meeting schedule is not adopted, and local public notice is not given of the dates and times of meetings prior to 01 January 2025.	Unlikely	Moderate	Medium	Staff will work with Council to develop a meeting schedule which complies with legislative requirements and meets Council's expectations.

## FINANCIAL IMPLICATIONS

15. There are no financial implications related to this report.

## LEGAL IMPLICATIONS

16. There are no legal implications related to this report.

## ENVIRONMENTAL CONSIDERATIONS

17. There are no environmental considerations related to this report.

## ALTERNATE OPTIONS

18. Council may:
- Choose to adopt the proposed 2025 meeting schedule or:
  - Propose a different meeting schedule which is in accordance with the provisions of relevant legislation

Consulted References	:	Local Government Act 1995 Local Government (Administration) Regulations 1996
File Number	:	N/A
Previous Reference	:	Report Item CCS586 OCM 19/12/2023

**CCS683: TASTE GREAT SOUTHERN EVENT AGREEMENT**

**Business Entity Name** : Ahoy Management  
**Attachments** : Taste Great Southern 2025 Partner Proposal  
**Report Prepared By** : Executive Director Community Services  
**Authorising Officer:** : Executive Director Community Services

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - **Pillar:** Prosperity.
  - **Outcome:** A highly sought-after tourism destination.

**IN BRIEF:**

- The Taste Great Southern festival seeks to promote the Great Southern region through culinary and cultural events in Albany, Denmark, and surrounding areas that attract visitors, highlight local produce, and foster community pride.
- This report seeks Council's consideration of a request for a 3-year sponsorship agreement for Taste Great Southern.

**RECOMMENDATION**

**CCS683: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: DEPUTY MAYOR TERRY**  
**SECONDED: COUNCILLOR MACLAREN**

**THAT Council AUTHORISE the Chief Executive Officer to enter into a sponsorship agreement with Ahoy Management for the Taste Great Southern Festival for a period of no more than 3 years with a cash contribution of \$20,000 annually.**

**CARRIED 8-0**

**CCS683: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR SUTTON**  
**SECONDED: DEPUTY MAYOR TERRY**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 8-0**

**CCS683: AUTHORISING OFFICER RECOMMENDATION**

**THAT Council AUTHORISE the Chief Executive Officer to enter into a sponsorship agreement with Ahoy Management for the Taste Great Southern Festival for a period of no more than 3 years with a cash contribution of \$20,000 annually.**

## **BACKGROUND**

2. Taste Great Southern is an annual culinary and cultural event held in Albany celebrating the region's exceptional produce, wine, and culinary expertise. The event showcases the talents of local chefs, winemakers, brewers, and producers, alongside cultural and entertainment activities.
3. The festival is usually held over a period of 10 days, usually in early May and in 2024, the festival hosted 43 internal events with attendance of 2,665 people.
4. In 2024 the festival celebrated its 20th anniversary in the region.
5. Ownership of the festival was previously with Great Southern Tourism Events Inc, and management of the festival was contracted to CMS Events until 2024.
6. The festival's ownership has now been transferred to Australia's South West and Ahoy Management have been contracted to continue to deliver the festival.
7. Ahoy Management is based in Perth and Margaret River and is an event management company specialising in community-focused festivals, producing events like the Cabin Fever Festival (a celebration of food, drink, and winter festivities in Margaret River), the Fine Vines Festival (highlighting the region's renowned wine offerings), and Subi Spritz (a European-inspired festival in Subiaco).
8. The City of Albany has been an annual sponsor of the Taste Great Southern Festival and Ahoy Management is requesting the City to continue this support.

## **DISCUSSION**

9. Ahoy Management has provided a sponsorship proposal for Taste Great Southern which is provided as an attachment to this report.
10. The proposal outlines a reimagined festival designed to showcase the Great Southern's cultural heritage, premium produce, and natural beauty.
11. The event aims to boost visitor numbers during non-peak times, elevate the region's image, strengthen community relationships, and collaborate with local stakeholders.
12. There will be a focus on targeting high-value travellers to the region.
13. In 2025 the festival is proposed to be held from May 1 to May 5. Albany and Denmark will be the main hubs of the festival, with activities spanning across the wider region.
14. A launch event is planned to be held in Perth and the Great Southern region.
15. The program will involve curated collaborations with local businesses, including masterclasses and workshops, offer premium consumer experiences, and interactive and engaging activities in key towns.
16. The City has also been asked to consider some in-kind sponsorship in addition to the cash contribution. The level of in-kind support requested was not previously provided to Taste Great Southern.
17. The sponsorship proposal outlines a number of partnership benefits for the City of Albany's sponsorship. This includes marketing exposure and partner recognition across campaign materials and social media, and recognition as a partner at events throughout the festival.
18. Australia's South West and Ahoy have secured a 3-year funding partnership with Tourism WA.
19. Ahoy is seeking a 3-year sponsorship agreement with the City of Albany to align with the Tourism WA funding period.



20. While the City of Albany administers a Regional Event Sponsorship Fund annually to attract and support regional events, there are a number of historic, established or iconic events that Council chooses to support within the Annual Budget each year.
21. Taste Great Southern has traditionally been one of those events, including Anzac Day, the Albany Show, Albany Car Classic, and Albany Film Festival.

## GOVERNMENT & PUBLIC CONSULTATION

22. Nil.

## STATUTORY IMPLICATIONS

23. Nil.

## POLICY IMPLICATIONS

24. The sponsorship agreement aligns with the Council's Sponsorship Policy position.

## RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Reputation</b> <i>Risk: Taste Great Southern receives no sponsorship from local government and this impacts the capacity to revitalise and grow this regional event.</i>	Possible	Moderate	Medium	Continue the City of Albany's history of sponsoring Taste Great Southern and enter a multi-year agreement to provide certainty and capacity to deliver on the vision for the festival.
<b>Reputation</b> <i>Risk: Local stakeholder expectations for the festival are not met.</i>	Possible	Moderate	Medium	Support Australia's South West and Ahoy to promote the vision for the festival and enhance engagement with local stakeholders.
<b>Community:</b> <i>Risk: Event or health and safety guidelines are not followed and increase the risk to public health and safety.</i>	Possible	Major	High	Applicants will be conditioned to complete an event approval application in line with the City's event approval guidelines and be required to follow all other necessary approvals and processes relevant to their event or activity.
<b>Opportunity:</b> To promote the region's rich and high-quality produce and provenance and engage the hospitality industry in a regional festival that showcases the best of the Great Southern and further builds Albany's reputation as a visitor destination.				

## FINANCIAL IMPLICATIONS

26. Council has budget capacity to consider the cash sponsorship requested. Current budget allocations for this purpose are:
  - \$20,000 is allocated in the 2024-2025 Budget for sponsorship of the Taste Great Southern Festival; and
  - An annual contribution of \$20,000 for Taste Great Southern is also already included within the Long-Term Financial Plan for 2025-2026 and 2026-2027.
27. As there is already an approved budget expense for sponsorship of the Taste Great Southern festival, officers could have approved a one-year sponsorship agreement under delegation, however Ahoy's request for a three-year sponsorship agreement exceeds our delegated authority and requires a decision of Council.
28. In addition to the cash sponsorship, Ahoy Management has requested some in-kind support. The level of in-kind support requested has not previously been provided to Taste Great Southern.

29. The requested in-kind support is as follows:

Waiving of event application fees:

30. The fee for an event application is currently \$380 and a waiver of this fee can be considered under delegation on request. This has been done previously for Taste Great Southern.

Waiving of venue hire fees if owned by the City

31. This could represent a substantial but as yet unknown additional sponsorship cost as the venues are not identified. This has not previously been provided to Taste Great Southern and is not recommended as this same support is not provided to other similar City-sponsored events.

Waiving of bin hire fees for pop-up market

32. Bin hire is currently provided by Cleanaway and represents a real cash cost to the City. Although the cost would be minimal, it is recommended that Ahoy arrange this directly with the relevant waste contractor at the time of the event.

33. Officers recommend Council consider approving a 3-year cash sponsorship agreement only with the waiver of event application fees to be considered under delegation.

**LEGAL IMPLICATIONS**

34. Nil.

**ENVIRONMENTAL CONSIDERATIONS**

35. Nil.

**ALTERNATE OPTIONS**

36. Council may choose to alter the amount of sponsorship recommended for approval or choose not to approve sponsorship.

**CONCLUSION**

37. Taste Great Southern festival is now under new ownership and delivery management with a strong focus on reinvigorating the event, rebuilding local relationships and attracting and growing visitation to the region.

38. The City of Albany has been a long-time sponsor of Taste Great Southern and the new festival manager is seeking the City's continued support.

39. The request for a three-year sponsorship agreement would align with the term of the Tourism WA sponsorship contract for the festival.

40. The City has budget capacity to provide the amount of cash sponsorship requested.

41. Officers are recommending Council support this proposal.

<b>Consulted References</b>	:	City of Albany Sponsorship Policy Taste Great Southern 2025 Partner Proposal
<b>File Number</b>	:	CR.SPO.79
<b>Previous Reference</b>	:	N/A

**CCS684: MONTHLY FINANCIAL REPORT – NOVEMBER 2024**

**Proponent / Owner** : City of Albany  
**Attachments** : Monthly Financial Report – November 2024  
**Report Prepared By** : Manager Finance  
**Authorising Officer:** : Executive Director Corporate & Commercial Services

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - **Pillar:** Leadership.
  - **Outcome:** Strong workplace culture and performance

**IN BRIEF**

- Under the Local Government Financial Management Regulations, a local government is to prepare monthly a statement of financial activity and statement of financial position that is presented to Council.
- The City of Albany's Monthly Financial Report (inclusive of the statement of financial activity and the statement of financial position) for the period ending 30 November 2024 has been prepared and is attached.
- In addition, the City provides Council with a monthly investment summary to ensure the investment portfolio complies with the City's Investment of Surplus Funds Policy.
- The financial information included within the Monthly Financial Report for the period ended 30 November 2024 is preliminary and has not yet been audited.

**RECOMMENDATION**

**CCS684: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR SUTTON**  
**SECONDED: COUNCILLOR MCKINLEY**

**THAT the Monthly Financial Report for the period ending 30 November 2024 be RECEIVED.**

**CARRIED 8-0**

**DISCUSSION**

2. To fulfil statutory reporting obligations, the Monthly Financial Report prepared provides a snapshot of the City's year to date financial performance. The report provides the:
  - (a) Statement of Financial Activity by nature classifications (satisfying Regulation 34 of the *Local Government (Financial Management) Regulations 1996*);
  - (b) Statement of Financial Position (satisfying Regulation 35 of the *Local Government (Financial Management) Regulations 1996*);
  - (c) Basis of Preparation;
  - (d) Explanation of material variances to year-to-date budget;
  - (e) Net Current Asset & Funding Position;
  - (f) Investment Portfolio Snapshot;
  - (g) Receivables; and
  - (h) Capital Acquisitions.

3. Additionally, each year a local government is to adopt a percentage or value to be used in the Statement of Financial Activity for reporting material variances. Under Council item CCS647, Council approved that a variance between actual and budget-to-date of greater than \$100,000 is a material variance for reporting purposes in the Statement of Financial Activity for 2024/2025.
4. The Statement of Financial Activity and Statement of Financial Position may be subject to year-end adjustments and have not been audited.
5. It is noted that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The 'errors' may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect."

#### **STATUTORY IMPLICATIONS**

6. The *Local Government (Financial Management) Regulations 1996* stipulate that each month Local Governments are required to prepare and report a Financial Activity Statement (reg 34) and a Financial Position Statement (reg 35).
7. Each of these statements are to be presented at an ordinary meeting of the council within two months after the end of the relevant month, as well as recorded in the minutes of the meeting at which it is presented.

#### **POLICY IMPLICATIONS**

8. The City's 2024/25 Annual Budget provides a set of parameters that guides the City's financial practices.
9. The Investment of Surplus Funds Policy stipulates that the status and performance of the investment portfolio is to be reported monthly to Council.

#### **FINANCIAL IMPLICATIONS**

10. Expenditure for the period ending 30 November 2024 has been incurred in accordance with the 2024/25 budget parameters.
11. Details of any budget variation more than \$100,000 (year to date) is outlined in the Statement of Financial Activity. There are no other known events, which may result in a material non-recoverable financial loss or financial loss arising from an uninsured event.

#### **LEGAL IMPLICATIONS**

12. Nil.

#### **ENVIRONMENTAL CONSIDERATIONS**

13. Nil.

#### **ALTERNATE OPTIONS**

14. Nil.

#### **CONCLUSION**

15. The Authorising Officer's recommendation be adopted.
16. It is requested that any questions regarding this report are submitted to the Executive Director Corporate & Commercial Services by 4pm of the day prior to the scheduled meeting time. All answers to submitted questions will be provided at the Committee meeting. This allows a detailed response to be given to the Committee in a timely manner.

<b>Consulted References</b>	:	<i>Local Government (Financial Management) Regulations 1996</i>
<b>File Number</b>	:	FM.FIR.7

**CCS685: ANNUAL REPORT 2023/24**

<b>Proponent / Owner</b>	: City of Albany
<b>Attachments</b>	: City of Albany Annual Report 2023-24 (including the Annual Financial Report & Independent Auditors Report for the year ended 30 June 2024)
<b>Report Prepared By</b>	: Communications Coordinator Manager Finance
<b>Responsible Officers:</b>	: Executive Director Community Services Executive Director Corporate & Commercial Services

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan and Corporate Business Plan:
  - **Pillar:** Leadership.
  - **Outcome:** Proactive, visionary leaders who are aligned with community needs and values.
  - **Outcome:** A well-informed and engaged community.

**In Brief:**

- Council is requested to accept the City of Albany Annual Report 2023-24 and approve the proposed date of the Annual Electors Meeting.

**RECOMMENDATION**

**CCS685: RESOLUTION**  
**VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**MOVED: COUNCILLOR TRAILL**  
**SECONDED: COUNCILLOR MCKINLEY**

**THAT Council:**

- (1) In accordance with the requirements of section 5.54 of the *Local Government Act 1995* **ACCEPT** the City of Albany Annual Report 2023-2024 (which includes the Annual Financial Report and the Independent Auditors Report for the period ending 30 June 2024).
- (2) In accordance with section 5.27 of the Act, **GIVE NOTICE** that the Annual Electors Meeting to receive the City of Albany Annual Report 2023-2024 and other General Business will be held at 6:30 pm on Thursday 6 February 2025 at the City of Albany Council Chambers, 102 North Road, Albany.

**CARRIED 8-0**  
**ABSOLUTE MAJORITY**

## BACKGROUND

2. The City of Albany is required to prepare annual financial reports in compliance with the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.
3. Statutory annual reporting obligations under the Local Government (Administration) Regulations include disclosing:
  - a. The number of employees within specified salary bands.
  - b. The attendance of elected members at council and committee meetings.
4. In addition to fulfilling these legislative requirements, the City of Albany uses the opportunity to publish a comprehensive report highlighting its activities and achievements for the financial year.

## DISCUSSION

### Annual Report and Electors Meeting

5. In accordance with Section 5.27 of the Act, an Annual Electors Meeting must be held no later than 56 days after the local government accepts the Annual Report. At least 14 days of public notice for the meeting must also be provided.
6. The Annual Electors Meeting is scheduled for Thursday, 6 February 2025, at the City of Albany Council Chambers, 102 North Road, Albany. Staff will ensure that public notice is given 14 days in advance, as required by Section 5.27 of the Act.
7. The Act and associated regulations mandate specific content for inclusion in the Annual Report, such as:
  - a. A report from the Mayor and CEO.
  - b. An overview of the district's future plan, including major initiatives for the coming financial year (per Section 5.56 of the Act).
  - c. Reports under Section 29(2) of the *Disability Services Act 1993*.
  - d. A record of complaints in the Complaints Register.
  - e. An attendance register for Elected Members.
  - f. A count of employees earning \$130,000 or more annually.
  - g. Details of grants and contributions for asset renewal.
  - h. Information on major land and trading undertakings.

### 2023–24 Annual Report Highlights

8. The format of the City of Albany's Annual Report was revised last year to include more information from various City departments.
9. In the 2023–24 Annual Report, departments are organised into 14 distinct categories, an increase from 13 in the previous year. Events were separated into their own category due to the expansion of relevant information.
10. Key highlights in the 2023–24 Annual Report include:
  - a. North Road/Sanford Road Roundabout.
  - b. Princess Royal Fortress 35<sup>th</sup> Anniversary.
  - c. Annette Knight Medal.
  - d. Marine Drive Pathway.
  - e. Retail Trading Hours.
  - f. Local Planning Scheme No. 2.
  - g. Planning for Albany 2026.

11. The 2023–24 Annual Report links to the Strategic Community Plan, summarising outcomes under the key themes of People, Planet, Place, Prosperity, and Leadership through the Corporate Business Plan reporting framework.
12. This reporting framework has been consistently used throughout the year to update Council on progress regarding key projects and initiatives in the Corporate Business Plan, ensuring consistency in the Annual Report.

## **GOVERNMENT & PUBLIC CONSULTATION**

### Annual Electors Meeting

13. Public consultation will be facilitated through the Annual Electors Meeting. Local public notice must be provided at least 14 days before the meeting, and the Annual Report will be published on the City's official website ([www.albany.wa.gov.au](http://www.albany.wa.gov.au)).

### Statutory Consultation

14. Details of the statutory government and public consultation are outlined in the Statutory Implications section of this report.

## **STATUTORY IMPLICATIONS**

### Audit Requirement

15. In accordance with Section 7.9 of the Act, an audit must examine the accounts and Annual Financial Report prepared for the Mayor, the CEO, and the Minister.

### Audit and Risk Committee Review

16. As outlined in the Audit and Risk Committee Terms of Reference, the Audit and Risk Committee is responsible for reviewing the audit report and providing appropriate recommendations to the Council.
17. A draft of the Annual Financial Report was circulated to the Audit and Risk Committee in preparation for a meeting scheduled for 9 December 2024. Unfortunately, the meeting was not held due to member absences, and as a result, no formal recommendations on the report have been proposed to the Council.

### Audit Exit Meeting

18. An audit exit meeting between the City of Albany, the Office of the Auditor General, and the contracted auditor, KPMG, took place at 5:00 PM on Monday, 9 December 2024. During this meeting, the City of Albany was informed that an unqualified audit report would be recommended to the Auditor General.
19. This meeting was attended by the Mayor, Deputy Mayor Councillor Terry and Councillor Traill, CEO, EDCCS, and the Manager Finance.

### Annual Report Acceptance Timeline

20. Section 5.54 of the Act specifies that the Annual Report, which includes the auditor's report, must be accepted by the local government within two months of the auditor's report becoming available.

### Electors Meeting Requirement

21. In compliance with Section 5.27 of the Act, an Annual Electors Meeting must be held once per financial year, no later than 56 days after the local government accepts the Annual Report. This meeting also addresses any other nominated general business.

### Public Notice Requirement

22. The CEO must provide at least 14 days local public notice of the Electors Meeting.

Disability Access and Inclusion Plan Reporting

23. Under Section 29(2) of the *Disability Services Act 1993*, local governments with a Disability Access and Inclusion Plan must include a report on its implementation in the Annual Report prepared under Section 5.53 of the Act.
24. The voting requirement for accepting the Annual Report is **Absolute Majority**.

**POLICY IMPLICATIONS**

25. This report has no policy implications.

**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Statutory Non-Compliance.</b> <i>Council does not accept the Annual Report.</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>City officers will work collaboratively with the Council to achieve acceptance. If necessary, an alternate date will be set to ensure compliance with prescribed timelines under the Act.</i>
<b>Reputation.</b> <i>Lack of community engagement.</i>	<i>Possible</i>	<i>Insignificant</i>	<i>Low</i>	<i>Public notice of the Annual Electors Meeting will be widely disseminated, including publication in local newspapers, on the City's website, and community notice boards.</i>

**FINANCIAL IMPLICATIONS**

27. This report has no impact on the budget or financial considerations.

**LEGAL IMPLICATIONS**

28. The unqualified auditor's report confirms there are no legal implications associated with this matter.

**ENVIRONMENTAL CONSIDERATIONS**

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

**ALTERNATE OPTIONS**

30. Council has the following options regarding the Annual Report:
- Accept it as presented.
  - Accept it with modifications.
  - Reject it entirely.

**SUMMARY CONCLUSION**

31. Since the auditor's report raises no concerns, it is recommended that Council adopt the Authorising Officer's Recommendation.

<b>Consulted References</b>	:	<i>Local Government Act 1995 (the Act); Local Government (Administration) Regulations 1996</i>
<b>File Number</b>	:	IM.PUB.24 FM.MEE.3
<b>Previous Reference</b>	:	OCM: AR140 19/12/2023 OCM: CCS606 27/02/2024 Annual Meeting of Electors: 20/03/2024



**DIS424: PLANNING AND BUILDING REPORTS NOVEMBER 2024**

**Proponent / Owner** : City of Albany.  
**Attachments** : Planning and Building Reports November 2024  
**Report Prepared By** : Senior Information Officer – Development Services  
**Authorising Officer:** : Manager Development Services

**RECOMMENDATION**

**DIS424: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR BAESJOU**  
**SECONDED: COUNCILLOR MCKINLEY**

**THAT the Planning and Building Reports for November 2024 be RECEIVED.**

**CARRIED 8-0**

**14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL Nil**

**15. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**15.1 NOTICE OF MOTION BY COUNCILLOR TRAILL**

**Date and Time Received:** Monday 25 November 2024 at 4.00 pm (Amended on 13 December 2024)

**15.1: RESOLUTION (NOTICE OF MOTION BY COUNCILLOR TRAILL)  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR TRAILL  
SECONDED: DEPUTY MAYOR TERRY**

**THAT Council:**

- 1. ACKNOWLEDGES** the efforts of Water Corporation in exploring alternative water resources to meet increasing demand.
- 2. SUPPORTS** Water Corporation's initiative to investigate desalination as one option for future water supply;
- 3. CALLS** on Water Corporation to eliminate consideration of all, or any of, Albany's enclosed or semi-enclosed waterways (i.e. Oyster Harbour, Princess Royal Harbour, and King George Sound) with respect to deployment of desalination infrastructure, inclusive of inflow, outflow and shore-based desalination plant, on the basis of:
  - (a) the precautionary principle ("First, do no harm");**
  - (b) the existing high-quality seawater conditions of King George Sound, and the recovering healthy waterways of Oyster Harbour and Princess Royal Harbour;**
  - (c) the need of certain species of flora and fauna for ecologically healthy water bodies;**
  - (d) the reliance on these water bodies for significant commercial, recreational, community and scientific activities; and**
  - (e) compelling evidence that deployment of desalination infrastructure in similar environments has generated harmful effects and influences on the environment.**
- 4. FURTHER CALLS** on Water Corporation to:
  - (a) focus its research activities and investigations on other options;**
  - (b) engage effectively and comprehensively with Council, the community and all stakeholders to ensure that all sectors of the community have genuine opportunities to provide submissions on any desalination proposal/s, including brine disposal;**
  - (c) provide open and transparent communication (including the data collected) with the City of Albany and its residents throughout the planning, consultation and implementation phases;**
  - (d) investigate alternative water sources, including aquifer recharge, wastewater (including stormwater) treatment and expansion of existing water catchment areas within the region; and**
  - (e) implement effective water-saving strategies and public education campaigns.**
- 5. DIRECTS** the CEO to liaise with Water Corporation to ensure that Council's concerns and suggestions are adequately represented and addressed in a timely manner.

**CARRIED 8-0**

**Reason:**

The City of Albany recognises the importance of securing sustainable water sources to meet future demands. While the City does not have significant influence over the Water Corporation's plans, it is crucial that our input reflects the community's concerns and supports thorough and responsible planning.

This motion aims to ensure that the Water Corporation's desalination plans are comprehensive, environmentally and socially sound, and considerate of all stakeholders involved.

The Albany Aquaculture Development Zone represents a significant investment by the WA State government into identifying and establishing aquaculture development zones along the south coast of Western Australia.

The Great Southern region has some of the cleanest and most pristine waters in the world, which adds a significant premium to fish and shellfish products harvested from the Albany Aquaculture Zone. The <sup>local</sup> aquaculture industry is committed to identifying, managing and mitigating any risks that may be associated with aquaculture to safeguard our environment.

In addition to traditional aquaculture which produces shellfish and fish, the South Coast is an attractive location for the introduction of seaweed aquaculture, which is recognised as a sustainable way to produce high-value nutrient dense foods and marine bioproducts. The development and growth of aquaculture industries in Albany will provide employment and investment opportunities.

It is of vital importance that a desalination proposal prioritises the importance of not only the local aquaculture industry and its future growth, but also the South Coast's reputation for clean and pristine waterways.

The brine discharge process may affect the balance of marine ecosystems, and seawater desalination plants must take appropriate measure to reduce the impact of brine discharge on the environment.

The Frenchman Bay / Goode Beach area is home to many Albany residents and a prime tourism destination with an international reputation. This motion also aims to protect the amenity of residents and visitors, with no adverse effects on liveability and tourism.

**Officer Comment:**

City of Albany officers acknowledge the purpose of this motion and are supportive of the motion.

**16. REPORTS OF CITY OFFICERS Nil**

**17. MEETING CLOSED TO PUBLIC Nil**

**18. CLOSURE**

There being no further business the Mayor declared the meeting closed at **8.09PM**

*(Unconfirmed Minutes)*

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Gregory B Stocks  
**MAYOR**