

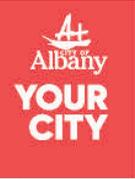
MINUTES

Ordinary Meeting of Council

Tuesday 22 November 2022

6.00pm

Council Chambers



STRATEGIC COMMUNITY PLAN 2032



TABLE OF CONTENTS

Item	Details	Pg#
1.	DECLARATION OF OPENING	3
2.	PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS	3
3.	RECORD OF APOLOGIES AND LEAVE OF ABSENCE	3
4.	DISCLOSURES OF INTEREST	4
5.	REPORTS OF MEMBERS	4
6.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	5
7.	PUBLIC QUESTION TIME	5
8.	APPLICATIONS FOR LEAVE OF ABSENCE	6
9.	PETITIONS AND DEPUTATIONS	6
10.	CONFIRMATION OF MINUTES	6
11.	PRESENTATIONS	6
12.	UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS	6
13.	MINUTES AND RECOMMENDATIONS OF COMMITTEES	
CCS	Corporate and Community Services Committee	
CCS486	FINANCIAL ACTIVITY STATEMENT-SEPTEMBER 2022	7
CCS487	LIST OF ACCOUNTS FOR PAYMENT-OCTOBER 2022	10
CCS488	DELEGATED AUTHORITY REPORTS-16 SEPTEMBER TO 15 OCTOBER 2022	12
CCS489	INCLUSIVITY LOGO	13
CCS490	NATIONAL ANZAC CENTRE-Q1 2022-23 REPORT	17
CCS491	BUDGET AMENDMENT REQUEST-ELLEN COVE BOARDWALK	21
CCS492	CORPORATE BUSINESS PLAN-ANNUAL REVISION	24
DIS	Development and Infrastructure Services Committee-No Reports	
DIS325	PLANNING AND BUILDING REPORTS OCTOBER 2022	27
DIS326	PANEL OF SUPPLIERS-PROVISION OF BRICK PAVING AND/OR CONCRETE LAYING SERVICES	28
DIS327	ALBANY HIGHWAY (SLK 1.97 – 2.48) RESURFACING-This report was withdrawn.	
14.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL	31
15.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN Nil	31
16.	REPORTS OF CITY OFFICERS Nil	31
17.	MEETING CLOSED TO PUBLIC	31
18.	CLOSURE	31
	<i>Appendix A: Tabled Address by Mr Jon Doust</i>	32
	<i>Appendix A: Tabled Address by Ms Sonia Emery</i>	33

1. DECLARATION OF OPENING

The Mayor declared the meeting open at 6.00pm.

2. PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS

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

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

We would also like to pay respect to Elders past, present and emerging”.

3. RECORD OF APOLOGIES AND LEAVE OF ABSENCE

Mayor	D Wellington
Councillors:	
Breaksea Ward	P Terry
Breaksea Ward	A Cruse
Frederickstown Ward	G Stocks
Frederickstown Ward	M Traill
Kalgan Ward	T Brough
Kalgan Ward	M Benson-Lidholm JP
Vancouver Ward	J Shanhun
Vancouver Ward	D Baesjou
West Ward	S Smith
West Ward	Vacant
Yakamia Ward	C Thomson
Yakamia Ward	R Sutton
Staff:	
Chief Executive Officer	A Sharpe
Executive Director Corporate & Commercial Services	M Gilfellon
Executive Director Infrastructure, Development & Environment	P Camins
Executive Director Community Services	N Watson
Meeting Secretary	J Williamson
Apologies: Nil	

4. DISCLOSURES OF INTEREST

Name	Report Item Number	Nature of Interest
	Nil	

5. REPORTS OF MEMBERS

6.01pm Councillor Thomson

Summary of key points:

Councillor Thomson commented on the City's use of diverse media for advertising and other functions, as listed in the List of Accounts for Payment.

6.03pm Councillor Smith

Summary of key points:

Councillor Smith commented on the significant amount of drainage assets managed by the City, including open drains. Councillor Smith expressed her appreciation to the City's Drainage Maintenance Crew.

6.05pm Councillor Baesjou

Summary of key points:

Councillor Baesjou reported that she had attended the Nurses Memorial Service and commented on the change of management for Discovery Bay after many years of work by the Jaycees Community Foundation.

6.06pm Councillor Benson-Lidholm

Summary of key points:

Councillor Benson-Lidholm also commented on the Remembrance Day Service. Councillor Benson-Lidholm represented the Mayor at the Year 12 Graduation Ceremony at Albany Senior High School, and attended a Wellstead Progress Association meeting.

6.10pm Councillor Brough

Summary of key points:

Councillor Brough commented that democracy gives residents the opportunity to engage with government, and he had encouraged several residents of the Kalgan Ward to lobby Council this evening for drainage improvements to their properties.

6.11pm Councillor Stocks

Summary of key points:

Councillor Stocks attended two recent fundraising events for Albany Community Hospice as part of the Annual Footy Stars Weekend. Councillor Stocks said that the fund raising efforts by volunteers and staff of the Hospice were truly outstanding. The money raised is essential for the Hospice to continue providing a no cost service to over 150 patients each year.

Councillor Stocks represented the Mayor at a Remembrance Day service at Clarence Estate, where 93 candles were lit in memory of residents who passed away in the last three years. Councillor Stocks said that those losses were deeply felt by families, staff and volunteers and the wider community.

6.15pm Councillor Traill
Summary of key points:

Councillor Traill attended the Anzac Student Tour. Councillor Traill informed Council that a new film was being made in Albany about Russian spies in regional WA.

Councillor Traill also attended the current exhibition at the Town Hall and the Last of Live Concert Series, the Indi Rock evening.

6.19pm Councillor Terry
Summary of key points:

Councillor Terry thanked Councillor Stocks for attending the Albany Community Hospice fundraisers, a wonderful community facility.

Councillor Terry commented on the proposed Entry Statement to Emu Point, and the involvement of the Friends of Emu Point, together with Harvest Road in sourcing funding and considering concept plans for this project.

Councillor Terry attended the Remembrance Day Service, which was moved indoors due to the inclement weather, and also attended the Official Opening of the new SES building on Mercer Road.

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE Nil.

7. PUBLIC QUESTION TIME

6.24pm Mr Jon Doust, 132 Angove Road, Spencer Park
Summary of key points:

Mr Doust addressed Council regarding the 2021 Global Deforestation Ban. Mr Doust's tabled address is detailed at Appendix A.

6.26pm Ms Lorna Wiggins
Summary of key points:

Ms Wiggins raised her concerns over the Ledge Beach Road realignment recently advertised, and the possibility of vegetation being cleared.

The Executive Director Infrastructure, Development and Environment responded that no clearing was taking place as the realignment was to correct the road reserve boundary, which is an administrative process.

6.29pm Ms Sonia Emery, 11 Finlay Street Mount Clarence
Summary of key points:

Ms Emery addressed Council regarding high density housing and asked if Council supported that type of development.

The Mayor responded that yes, the City did support infill and high density housing and is actively supporting this initiative. Advanced Housing, a not for profit organisation, was planning for a further 70 housing units over the next five years, most of which would be urban infill.

Ms Emery's tabled address is detailed at Appendix A.

6.32pm Kore Ford, 15 Sussex Street, speaking on behalf of the Youth Advisory Council

Summary of key points:

Kore addressed Council regarding the adoption of the Inclusivity Logo, and thanked staff and Council for the opportunity to work together to develop the logo. Kore said that the logo will encourage inclusivity at City venues, and diversity will be welcomed to ensure that people feel safe and valued.

6.35pm Mr Howard Lee, 24 Neville Rise, Willyung

Summary of key points:

Mr Lee addressed Council on behalf of a number of residents from Neville Rise, Willyung regarding drainage issues in their street.

City staff will contact Mr Lee regarding this issue.

There being no further speakers the Mayor declared Public Question Time closed at **6.39pm**.

In accordance with City of Albany Standing Orders Local Law 2014 (as amended):

Clause 5) The Presiding Member may decide that a public question shall not be responded to where—

- (a) the same or similar question was asked at a previous Meeting, a response was provided and the member of the public is directed to the minutes of the Meeting at which the response was provided;*
- (b) the member of the public asks a question or makes a statement that is offensive, unlawful or defamatory in nature, provided that the Presiding Member has taken reasonable steps to assist the member of the public to rephrase the question or statement in a manner that is not offensive, unlawful or defamatory.*

8. APPLICATIONS FOR LEAVE OF ABSENCE Nil

9. PETITIONS AND DEPUTATIONS Nil

10. CONFIRMATION OF MINUTES

RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR THOMSON

SECONDED: COUNCILLOR SUTTON

THAT the minutes of the Ordinary Council Meeting held on 25 October 2022, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 12-0

RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON

SECONDED: COUNCILLOR THOMSON

THAT the minutes of the Special Council Meeting held on 09 November 2022, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 12-0

11. PRESENTATIONS Nil

12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS Nil

CCS486: FINANCIAL ACTIVITY STATEMENT – SEPTEMBER 2022

Proponent / Owner : City of Albany
Attachments : Financial Activity Statement - September 2022
Report Prepared By : Manager Finance (S van Nierop)
Authorising Officer: : Executive Director Corporate & Commercial Services
(M Gilfellon)

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 on a monthly basis a statement of financial activity that is presented to Council.
- The City of Albany's Statement of Financial Activity for the period ending 30 September 2022 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 financial activity statement for the period ended 30 September 2022 is preliminary and has not yet been audited.

RECOMMENDATION

CCS486: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SMITH
SECONDED: COUNCILLOR BROUGH

THAT the Financial Activity Statement for the period ending 30 September 2022 be RECEIVED.

CARRIED 12-0

CCS486: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR SUTTON

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 10-0

CCS486: AUTHORISING OFFICER RECOMMENDATION

THAT the Financial Activity Statement for the period ending 30 September 2022 be RECEIVED.

DISCUSSION

2. The requirement for local governments to produce a Statement of Financial Activity was gazetted in March 2005 to provide elected members with a greater insight in relation to the ongoing financial performance of the local government.
3. In order to fulfil statutory reporting obligations, the Financial Activity Statement prepared provides a snapshot of the City's year to date financial performance. The report provides:
 - (a) Statement of Financial Activity by Nature or Type;
 - (b) Explanation of material variances to year to date budget;
 - (c) Net Current Funding Position;
 - (d) Investment Portfolio Snapshot;
 - (e) Receivables; and
 - (f) Capital Acquisitions.
4. 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 CCS457, Council approved that a variance between actual and budget-to-date of greater than \$100,000 is considered to be a material variance for reporting purposes in the Statement of Financial Activity for 2022/2023.
5. The Statement of Financial Activity may be subject to year-end adjustments and has not been audited by the appointed auditor.
6. 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

7. Section 34 of the *Local Government (Financial Management) Regulations 1996* provides:
 - 34(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail:
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
 - 34(2) Each statement of financial activity is to be accompanied by documents containing:
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
 - 34(3) The information in a statement of financial activity may be shown –
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.

- 34(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- 34(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances

POLICY IMPLICATIONS

- 8. The City's 2022/23 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 September 2022 has been incurred in accordance with the 2022/23 proposed budget parameters.
- 11. Details of any budget variation in excess of \$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 on specific payments 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.

Consulted References	:	<i>Local Government (Financial Management) Regulations 1996</i>
File Number (Name of Ward)	:	FM.FIR.7 - All Wards

CCS487: LIST OF ACCOUNTS FOR PAYMENT – OCTOBER 2022

Business Entity Name : City of Albany
Attachments : List of Accounts for Payment
Report Prepared By : Manager Finance (S van Nierop)
Authorising Officer: : Executive Director Corporate and Commercial Services
(M Gilfellon)

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/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

CCS487: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY
MOVED: COUNCILLOR TERRY
SECONDED: COUNCILLOR CRUSE
THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 October 2022 totalling \$5,275,990.02 be RECEIVED.
CARRIED 12-0

CCS487: COMMITTEE RECOMMENDATION
MOVED: COUNCILLOR TRAILL
SECONDED: COUNCILLOR BROUGH
THAT the Authorising Officer Recommendation be ADOPTED.
CARRIED 10-0

CCS487: AUTHORISING OFFICER RECOMMENDATION
THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 October 2022 totalling \$5,275,990.02 be RECEIVED.

DISCUSSION

- The table below summarises the payments drawn from the municipal fund for the period ending 15 October 2022. Please refer to the Attachment to this report.

Municipal Fund	
Trust	\$0.00
Credit Cards	\$20,774.97
Payroll	\$1,676,920.69
Cheques	\$1,548.69
Electronic Funds Transfer	\$3,576,745.67
TOTAL	\$5,275,990.02

3. The table below summaries the total outstanding creditors as at 15 October 2022.

Current	\$148,841.13
30 Days	\$61,959.61
60 Days	\$6,018.08
90 Days	-\$1,258.84
TOTAL	<u>\$215,559.98</u>
Cancelled Cheques	Nil

STATUTORY IMPLICATIONS

4. Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996, provides that payment may only be made from the municipal fund or a trust fund if the Local Government has delegated this function to the Chief Executive Officer or alternatively authorises payment in advance.
5. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
6. Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments must be presented to Council and recorded in the minutes.

POLICY IMPLICATIONS

7. Expenditure for the period to 15 October 2022 has been incurred in accordance with the 2022/2023 budget parameters.

FINANCIAL IMPLICATIONS

8. Expenditure for the period to 15 October 2022 has been incurred in accordance with the 2022/2023 budget parameters.

LEGAL IMPLICATIONS

9. Nil

ENVIRONMENTAL CONSIDERATIONS

10. Nil

ALTERNATE OPTIONS

11. Nil

CONCLUSION

12. That the list of accounts have been authorised for payment under delegated authority.
13. 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.

Consulted References	:	<i>Local Government (Financial Management) Regulations 1996</i>
File Number (Name of Ward)	:	FM.FIR.2 – All Wards

**CCS488: DELEGATED AUTHORITY REPORTS – 16 SEPTEMBER 2022
to 15 OCTOBER 2022**

Proponent / Owner	: City of Albany
Attachments	: Executed Document and Common Seal Report
Report Prepared By	: PA to the ED Corporate & Commercial Services (H Bell)
Authorising Officer:	: Chief Executive Officer (A Sharpe)

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

**CCS488: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR THOMSON
SECONDED: COUNCILLOR BENSON-LIDHOLM**

THAT the Delegated Authority Reports 16 September 2022 to 15 October 2022 be RECEIVED.

CARRIED 12-0

CCS488: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SMITH
SECONDED: COUNCILLOR SUTTON

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 10-0

CCS488: AUTHORISING OFFICER RECOMMENDATION

THAT the Delegated Authority Reports 16 September 2022 to 15 October 2022 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: 006** – Sign Documents on Behalf of the City of Albany (Authority to Executive Dees & Agreements and apply the Common Seal)
 - **Delegation: 009** – Provide Donations, Sponsorship, Subsidies & Authority to Apply for Grant Funding (Including the provision of sponsorship through the waiver of fees & charges)
 - **Delegation: 018** – Award Contracts (Supply of Equipment, Goods, Materials & Services)

CCS489: INCLUSIVITY LOGO

Report Prepared By : Community Development Coordinator (T Flett)
Authorising Officer: : Executive Director Community Services (N Watson)

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2032 or Corporate Business Plan informing plans or strategies:
 - **Pillar:** People
 - **Outcome:** A diverse and inclusive community

In Brief:

- Consultation with young people from high-risk and marginalised groups is that they often do not feel welcome or included. This has a negative impact on their sense of worth and their mental health.
- The Youth Advisory Council (YAC) partnered with the City of Albany’s Community Development team to design an ‘inclusivity logo’ that the City could use as a symbol to show diverse young people they are welcome and valued at its events and community venues.
- The logo was co-designed with young people from diverse groups to ensure that the logo is identifiable and inclusive of the groups it represents.
- If adopted, and following staff information sessions, the logo will be placed on City of Albany buildings and selected publications (event posters) to ensure everyone feels welcome at City venues and events.

RECOMMENDATION

CCS489: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR THOMSON
SECONDED: COUNCILLOR SMITH

THAT Council ENDORSE the use of the inclusivity logo on City of Albany buildings and selected publications.

CARRIED 11-1

Record of Vote

Against the Motion: Councillor Brough

CCS489: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR THOMSON
SECONDED: COUNCILLOR BAESJOU

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 9-1

Record of Vote:

Against the Motion: Councillor Brough

CCS489: AUTHORISING OFFICER RECOMMENDATION

THAT Council ENDORSE the use of the inclusivity logo on City of Albany buildings and selected publications.

BACKGROUND

2. Consultation with young people between 2016 and 2018 explored barriers to them feeling included and safe when engaging in or attending activities, programs, services or facilities provided by the City of Albany.
3. Feedback from young people in high-risk and marginalised groups expressed that they often did not feel welcome or included at City events or venues.
4. The introduction of simple signage representing diverse groups was identified as one way the City could demonstrate to all young people that they are welcome and valued.
5. The City's Executive Management Team endorsed the proposed creation of a logo that could be used on City of Albany buildings and selected publications (event flyers etc.) in October 2019.
6. The YAC presented the logo design to Elected Members at a workshop on Friday, September 30 with support from City officers.

DISCUSSION

7. Young people from high-risk and/or marginalised groups have much higher incidents of psychological stress compared to their peers.
8. Aboriginal and/or Torres Strait Islander young people, young people living with a disability (including mental health), and those who identify as LGBTQIA+ have higher rates of suicide ideation.
9. Research has proven that feeling connected to others and a sense of belonging can improve mental health and wellbeing.
10. Visible symbols can provide a strong welcome message for at-risk and marginalised groups and demonstrate an organisation's commitment to inclusion.
11. The co-designed logo is based on puzzle pieces that demonstrate how we are all interlinked within the community.



12. The pieces include:
 - a. Blue puzzle piece with the universal symbol of access demonstrates the City’s commitment to creating an accessible community for all.
 - b. The skin tone puzzle piece represents the many diverse cultures that exist in our community.
 - c. The Indigenous Art piece acknowledges our indigenous community members and their role as custodians of the lands. Cultural guidance on the design was provided by Noongar Art Consultant Shandell Cummings.
 - d. The trans-inclusive flag piece was identified by the Spectrum group as the most appropriate symbol for sexual and gender-diverse community members.
13. Printing the logo onto stickers that can be displayed at the entrance of City venues will provide a silent message of welcome, ensuring that diverse young people know they are valued and belong in our community.
14. Staff at these venues will be provided with information on the logo, and the importance of providing a safe and inclusive environment for young people.
15. While other Local Governments have adopted LGBTQIA+ Plans and/or policies, and it is a legislative requirement to have an Access & Inclusion Plan, it is unknown if any other Council has formally adopted a logo supporting inclusion.
16. The YAC will explore an application process so youth service agencies, schools and businesses that embrace inclusion can also use the logo.

GOVERNMENT & PUBLIC CONSULTATION

17. The logo was co-designed with five key stakeholder groups, including the Youth Advisory Council, Follow the Dream students, Albany Secondary Education Students, Albany Youth Spectrum group, and young people engaged with the Albany Migrant Resource Centre.
18. The groups that provided feedback were given the opportunity to review the changes and provide additional feedback on the draft logo.
19. The following table details the Community Engagement undertaken for this project:

Type of Engagement	Method of Engagement	Engagement Dates	Participation (Number)	Statutory Consultation
Collaborate	Co-Design Workshop with YAC	24 July 2020 21 August 2020 12 March 2021 26 March 2021 30 April 2021 14 May 2021 28 May 2021 23 July 2021 9 September 2021	6 8 5 8 7 7 10 7 9	No
Consultation	Co-Design Workshop with Migrant Resource Centre Young people	11 June 2021	6	No
Consultation	Co-Design Workshop with Albany Secondary Education Students	14 June 2021	15	No
Consultation	Co-Design Workshop with Albany Spectrum	8 July 2021 28 August 2021	4 16	No
Consultation	Co-design Workshop with Follow the Dream Students	14 June 2021 2 August 2021	17 24	No

STATUTORY IMPLICATIONS

20. Nil

POLICY IMPLICATIONS

21. Using the logo will also demonstrate to staff who may identify as diverse that the City is a supportive and inclusive employer, aligning with the City’s Equal Employment Opportunity Policy.

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
<i>Reputation Risk: A loss of trust with Youth Advisory Council members and diverse young people if the logo is not endorsed.</i>	Possible	Moderate	High	Staff will need to work with the young people to address any feedback.
<i>Reputation Risk: Some staff and community members may not be supportive of the inclusivity logo and the diverse groups it represents.</i>	Likely	Moderate	High	The City will hold information sessions for staff before launching the logo and will pro-actively issue a media release about the logo that explains its development and representation.
<i>Opportunity: To promote inclusion and diversity within the wider community.</i>				

FINANCIAL IMPLICATIONS

23. Anticipated costs of \$3600 for printing and promotion of the logo is covered within existing budget allocation.

LEGAL IMPLICATIONS

24. Nil

ENVIRONMENTAL CONSIDERATIONS

25. Nil

ALTERNATE OPTIONS

26. Council may choose not to endorse the logo in its current form and provide feedback for further consideration.

CONCLUSION

27. Endorsement of the inclusivity logo will ensure diverse young people feel welcomed and valued at City of Albany venues and events, which will aid in supporting positive mental health.
28. The logo has been developed from a thorough consultation process with the Youth Advisory Council and diverse groups that it represents.
29. The inclusivity logo will also address a number of objectives under the Albany Youth Friendly Albany and Albany Public Health Plan.

Consulted References	:	<ul style="list-style-type: none"> • WA Youth Health Policy 2023 • Youth Friendly Albany Plan 2022-2025 • Public Health Plan Albany 2022 • Western Australian Aboriginal Youth Health Strategy 2018 – 2023 • Mission Australia Youth Survey 2020 • Injury Matters Albany LGA report and Tables 2015 – 2019 • Action Plan to improve WA Public Sector Employment Outcomes 2020 – 2025
File Number (Name of Ward)	:	All Wards
Previous Reference	:	Nil.

CCS490: NATIONAL ANZAC CENTRE – Q1 2022-23 REPORT

Proponent / Owner	: City of Albany
Attachments	: National Anzac Centre (NAC) – Quarter 1 (Q1) 2022/23 Operational Report
Report Prepared By	: Manager Facilities (L Stone)
Authorising Officer:	: Executive Director Community Services (N Watson)

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2032 or Corporate Business Plan informing plans or strategies:
 - **Pillar:** Prosperity.
 - **Outcome:** A highly sought-after tourist destination.
 - **Objective:** Create a competitive and sustainable tourism offer.

In Brief:

- To provide Council with update on Q1 2022/23 performance of the NAC.

RECOMMENDATION

**CCS490: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR TRAILL
SECONDED: COUNCILLOR BENSON-LIDHOLM**

THAT the NAC Operational Report for Q1 2022/23 be RECEIVED.

CARRIED 12-0

CCS490: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR TRAILL
SECONDED: COUNCILLOR BENSON-LIDHOLM

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 10-0

CCS490: AUTHORISING OFFICER RECOMMENDATION

THAT the NAC Operational Report for Q1 2022/23 be RECEIVED.

BACKGROUND

2. The NAC is the City of Albany's most significant tourism asset.
3. The NAC represents a \$10.6 million dollar investment from the Federal and State Government with an additional \$1.5 million invested by Wesfarmers for the construction of the Convoy Walk and Lookout.
4. The City of Albany manages this national museum and understands the importance of generating economic outcomes for the region using the NAC and the Albany Heritage Park (AHP) assets to encourage increased visitation and extended stays to the region.
5. The City established an independent NAC Advisory Group during the 2016/17 financial year to meet quarterly and assist in the further development of both the NAC and AHP, to ensure the assets continue to evolve, aligned with contemporary museum standards.

6. The NAC Advisory Group agreed in November 2018 that the group would meet twice a year. The next meeting is scheduled for November 2022.
7. Council has budgeted a subsidy of \$250,000 annually for the operations of the NAC and the AHP and has established a reserve on the understanding that any surplus funds be reinvested and used to leverage additional grant funding to improve the asset.
8. This report template is reviewed regularly to ensure that the Community & Corporate Services Committee and the NAC Advisory Group receive all relevant information to assess its performance.

DISCUSSION

9. Q1 2022/23 achieved overall total visitation numbers of 477,393 visitors to the NAC since opening in November 2014. This equates to an average annual visitation of 61,068 visitors per year.
10. NAC Visitation of 12,613 for Q1 is an increase of 1865 compared with the same period in 2020/21, which recorded 10,748.
11. August NAC visitation numbers of 3,364 were the highest performing August figures since 2015/16.
12. September NAC visitation numbers of 5,521 were the highest performing September figures since 2017/18.
13. The visitation in Q1 2022/23 from the Great Southern Region totalled 530 people, equating to 8.4% of Western Australia's overall visitation of 6,323 (slight increase from previous quarter being 7.98%).
14. The total visitation in Q1 2022/23 originated from Western Australia (50%), interstate (47%) and international (3%).
15. Visitors from other States and Territories consisted of 33% from NSW, 28% from VIC, 22% from QLD, 11% from SA, followed by TAS 3%, ACT and NT all on 1-3%.
16. Interstate visitation of 5,600 (44% of overall visitation) aligns to percentages from several previous years (pre-covid) of interstate visitation.
17. Revenue generated in Q1 2022/23 by the NAC was \$34,444 more compared to the previous Q1 quarter in 2021/22.
18. The Forts Store revenue of \$117,667 was \$22,994 higher than same period in 2021/22 and \$20,262 higher compared to the same Q1 period in 2020/21.
19. As at the end of Q1 2022/23, 7,547 households hold memberships to the NAC League of Local Legends program, an increase of 392 from the previous quarter.
20. The free-entry membership promotion for residents from the Great Southern region concluded on the 30 June 2022 and with its proven success has now become a permanent offer.
21. NAC has become a Children's University learning destination. Children aged seven to 14 years from partnering primary schools can now participate in unique learning activities while exploring the award-winning site, as part of the UWA program.
22. NAC has embraced the opportunity to have a registered 'Play Trail' with Nature Play WA for Children's week 2022

GOVERNMENT & PUBLIC CONSULTATION

23. Not Applicable.

STATUTORY IMPLICATIONS

24. Not Applicable.

POLICY IMPLICATIONS

25. Not Applicable.

RISK IDENTIFICATION & MITIGATION

26. Nil.

RISK IDENTIFICATION & MITIGATION

27. Nil.

FINANCIAL IMPLICATIONS

28. Refer to the financial summary below for the National Anzac Centre full year budget and YTD position as at September 30, 2022.

29. Full year operating expenditure budget includes:

- a. \$199,000 of costs from accounts that are “shared” across the AHP. A total of \$774,000 of budgeted costs reported under the AHP have been deemed to be a shared cost, across the four reporting areas under the AHP (NAC, Retail, Forts, and AHP Precinct). For the purpose of presenting a standalone view of the NAC, managers have used their best judgement to notionally allocate the \$774,000 across the four areas. Significant shared expenses attributed to the NAC include shared employee costs (\$77,000 of the \$199,000), marketing, ground maintenance, internal service delivery, security, electricity, and insurance.

National ANZAC Centre	FY2022/23 Budget	YTD Budget	YTD Actual	YTD Variance
Operating Income	\$850,000	\$174,387	\$198,232	\$23,845
Operating Expenditure	\$(556,691)	\$(124,905)	\$(94,768)	\$30,137
Net Operating Income/(Expense) before Indirect Costs	\$293,309	\$49,482	\$103,464	\$53,982
Indirect Expenses	\$(225,076)	\$(47,403)	\$(43,000)	\$4,402
Net Operating Income/(Expense)	\$68,233	\$2,080	\$60,464	\$58,384
Capital Expense	\$(373,835)	\$(93,420)	0	\$93,420
Total	\$(305,602)	\$(91,341)	\$60,464	\$151,804

30. The \$373,835 capital expense amount above is the balance of an initial reserve drawdown in 2020-2021 for the NAC refresh. Further works did not progress in 2021-2022 and the amount has been carried-forward to the 2022-2023 Budget to progress.

31. Plans to progress phase two refresh works will be the subject of a report to be tabled at the November 2022 NACAG report before further discussion with Elected Members.

LEGAL IMPLICATIONS

32. Nil.

ENVIRONMENTAL CONSIDERATIONS

33. Nil.

ALTERNATE OPTIONS

34. The Committee can request further development and refinement of the quarterly reporting tool including both content and frequency of reporting

CONCLUSION

- 35. Overall, Q1 2022/23 has shown higher visitation to the NAC, and is showing some patterns in line with pre-covid years. Q1 has demonstrated an increase and steady interstate visitation.
- 36. Q1 has had a slow return of international visitors, and although only at 3% this is an improvement from 0-1% for the past 2 years. With Covid travel restrictions easing, borders open again, and the return of a cruise ship schedule, we expect to see interstate and international visitation continue to return to pre-Covid levels.
- 37. Great Southern visitation to the NAC was 8.4% of overall WA visitation during the July – Sept period in Q1 2022/23.
- 38. This is 0.5% higher than the previous quarter (Q4 of 2021/22) and continues to reflect the increased visitation from the Great Southern region as a result of the League of Local Legends program.
- 39. Interest in the Princess Royal Fortress and exhibitions continues with 996 people taking part in 91 Princess Royal Fortress Tours.
- 40. Overall Q1 generated higher figures compared to Q1 in 2021/22 in the NAC and in the Fort Store sales, which could be attributed to an increase of interstate and international visitation and is hoped this will continue with the return of Cruise ship visitation.

Consulted References	:	Nil.
File Number (Name of Ward)	:	RC.SPV.8 (All Wards)
Previous Reference	:	Resolution CCS463 OCM 23/08/2022

CCS491: BUDGET AMENDMENT REQUEST – ELLEN COVE BOARDWALK

Proponent / Owner : City of Albany
Report Prepared By : Manager Engineering and Sustainability (R March)
Authorising Officer: : Executive Director Infrastructure, Development & Environment (P Camins)

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:** Place.
 - **Outcomes:**
 - Responsible growth, development and urban renewal.
 - Interesting, vibrant and welcoming places.
 - Local history, heritage and character is valued and preserved

In Brief:

- Approval is sought to allocate an additional \$50,000 for the Ellen Cove Boardwalk (Project Number 3075) to enable a change in scope for the project this financial year (2022/2023).

RECOMMENDATION

CCS491: RESOLUTION
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR SMITH
SECONDED: COUNCILLOR TERRY

1. **INCREASE** budget for Ellen Cove Boardwalk Project Job Number 3075 from \$120,000 to \$170,000.
2. **THAT** the shortfall in budget be funded by transferring \$50,000 from the 'Roadworks and Drainage Reserve' leaving a forecast balance of \$3,829,780 as at 30 June 2023.

CARRIED 12-0
ABSOLUTE MAJORITY

CCS491: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SMITH
SECONDED: COUNCILLOR SUTTON

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

CARRIED 10-0

CCS491: AUTHORISING OFFICER RECOMMENDATION

1. **INCREASE** budget for Ellen Cove Boardwalk Project Job Number 3075 from \$120,000 to \$170,000.
2. **THAT** the shortfall in budget be funded by transferring \$50,000 from the 'Roadworks and Drainage Reserve' leaving a forecast balance of \$3,829,780 as at 30 June 2023.

BACKGROUND

2. The Ellen Cove Boardwalk path is a Principal Distributor path and provides an important connectivity link between Middleton Beach, the Forts Heritage Area and Albany central business district.
3. The Boardwalk is a mixture of asphalt path and timber boardwalk, and just over 6 kilometres in length, and is popular with residents and visitors. The asphalt portion of the Boardwalk has deteriorated, which may pose a trip hazard to walkers and cyclists using the path.
4. The Ellen Cove Boardwalk Renewal Project funding of \$120,000 is included in the 2022-23 Budget.
5. The original scope of the Renewal Project included repairs to correct major cracking of the asphalt surface, and then applying a proprietary product and carrying out line marking.

DISCUSSION

6. The Ellen Cove Boardwalk has been deteriorating over time, and repairs and maintenance have been ongoing.
7. The scope of the original Renewal Project proposed the use of one of two proprietary products; GuardTop or CoolSeal by GuardTop as an alternative cheaper repair option to a full asphalt overlay.
8. A recent trial using this type of product has been conducted, and the results do not support the application as being skid resistant or able to provide sufficient coverage of existing cracks in this environment.
9. It is proposed to apply a full asphalt overlay to the Boardwalk to ensure a safe surface with longevity, at an additional cost of \$50,000, increasing the original budget line of \$120,000 to \$170,000.

GOVERNMENT & PUBLIC CONSULTATION

10. Not applicable to this report.

STATUTORY IMPLICATIONS

11. Under the *Local Government Act 1995* (the Act), section 6.8, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:
 - a. is incurred in a financial year before the adoption of the annual budget by the local government
 - b. is authorised in advance by a resolution (absolute majority required) or;
 - c. is authorised in advance by the Mayor in an emergency.

POLICY IMPLICATIONS

12. There are no policy implications related to this report.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Business Operation, Reputation & Financial Risk: Asset not appropriately maintained leading to risks to community safety.	Possible	Moderate	High	Approve additional funding to carry out works required.

FINANCIAL IMPLICATIONS

14. At the October 2022 OCM (DIS322), the "Roadworks and Drainage Reserve" was used to transfer \$248,500 of funds allocated for paths, due to a decrease in path-related works (Middleton Road Link Shared Path). It is therefore considered appropriate that \$50,000 for the Ellen Cove Boardwalk path works be re-allocated from the "Roadworks and Drainage Reserve".

LEGAL IMPLICATIONS

15. Nil.

ENVIRONMENTAL CONSIDERATIONS

16. Nil

ALTERNATE OPTIONS

17. Council may:
- a. Approve the budget reallocation of \$50,000 from the Roadworks and Drainage Reserve to the Ellen Cove Boardwalk Renewal Project; or
 - b. Approve a budget reallocation of Council's choosing; or
 - c. Not approve any additional budget reallocation to the Ellen Cove Boardwalk Renewal Project.

CONCLUSION

18. It is recommended that the Authorising Officer's Recommendation to approve the Budget Amendment be supported.

Consulted References	:	Adopted Budget 2022/2023 Local Government Act 1995
File Number (Name of Ward)	:	Frederickstown Ward
Previous Reference	:	DIS322 – OCM 25 October 2022

CCS492: CORPORATE BUSINESS PLAN – ANNUAL REVISION

- Attachments** : Attachment I – ‘Summary of Major Amendments’
Attachment II – ‘Financial Plan’
- Report Prepared By** : Business Planning and Performance Coordinator
(A Olszewski)
- Authorising Officer:** : Manger People & Culture (L Harding)

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany’s Strategic Community Plan 2032 or Corporate Business Plan informing plans or strategies:
- **Pillar:** Leadership.
 - **Outcome:** Proactive, visionary leaders who are aligned with community needs and values.

In Brief:

- It is a legislated requirement that Council review its [Corporate Business Plan](#) (CBP) on an annual basis.
- Council are requested to adopt the updated Corporate Business Plan.
- The updated plan includes the current CEO KPI’s.

RECOMMENDATION

**CCS492: RESOLUTION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**MOVED: COUNCILLOR THOMSON
SECONDED: COUNCILLOR BROUGH**

THAT the UPDATED Corporate Business Plan 2021-25 be ADOPTED.

**CARRIED 12-0
ABSOLUTE MAJORITY**

CCS492: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR THOMSON
SECONDED: COUNCILLOR BROUGH

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 10-0

CCS492: AUTHORISING OFFICER RECOMMENDATION

THAT the UPDATED Corporate Business Plan 2021-25 be ADOPTED.

BACKGROUND

2. Under s5.56 of the *Local Government Act 1995*, local governments are required to review their Corporate Business Plan on an annual basis.
3. The Corporate Business Plan describes the future vision for the City of Albany, how the City will achieve and resource its objectives under that plan, and how success will be measured and reported.
4. The Corporate Business Plan follows the Integrated Planning and Reporting Framework guidelines and satisfies the legislative requirement for local governments to have a plan to shape the future.

5. The Integrated Planning and Reporting four-year cycle is:
 - a. Year 1 – Major strategic review (2021; requires community engagement)
 - b. Year 2 – Non-strategic review (2022)
 - c. Year 3 – Minor strategic review (2023; no community engagement required)
 - d. Year 4 – Non-strategic review (2024)
6. This year's non-strategic review has reviewed the actions and resourcing requirements contained in the Corporate Business Plan.

DISCUSSION

7. The Corporate Business plan has been reviewed in accordance with the requirements of Act, and the current CEO KPI's have been included as part of that review.
8. Five sections of the Plan were reviewed:
 - a. 'Our Plan for the Future' actions listed throughout the CBP and aligned to the five Pillars have been updated.
 - b. 'Resourcing the Plan' has been expanded to explain how the City's activities are funded.
 - c. 'An Effective Workforce' has been updated to reflect current workforce statistics.
 - d. 'Managing Risk' has been simplified to ensure that risk reporting is aligned with the Corporate Business Plan.
 - e. 'Financial Plan' is a new addition to the CBP, providing an overview of the City's financial position as it relates to its Capital Works and Operating Expenditure over the next four years, and highlighting its alignment with our strategic pillars and outcomes.
9. The updates to the Corporate Business Plan will also be reflected in the [Strategic Community Plan 2032](#).

GOVERNMENT & PUBLIC CONSULTATION

10. N/A.

STATUTORY IMPLICATIONS

11. The annual review delivers on the City's obligations under the *Local Government (Administration) Regulations 1996*, regulation 19DA in relation specifically to the Corporate Business Plan:

Corporate Business Plan means a plan made under regulation 19DA that, together with a strategic community plan, forms a plan for the future of a district made in *accordance with section 5.56*, which states:

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
 - a. *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
 - b. *Govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
 - c. *Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*

- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
***Absolute majority required.**
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

POLICY IMPLICATIONS

12. N/A.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Legal and Compliance: Legal implications arising out of non-compliance with s5.56 of the Local Government Act 1995.	Rare	Moderate	Low	Council may choose to retain the existing Corporate Business Plan with no changes and note that the review has been completed to ensure compliance with the Act.
Opportunity: Integration of CEO KPIs into the CBP will enhance Council oversight of their progression.				

FINANCIAL IMPLICATIONS

14. N/A.

LEGAL IMPLICATIONS

15. Failure of Council to review its CBP would contravene s5.56 of the Local Government Act 1995.

ENVIRONMENTAL CONSIDERATIONS

16. N/A.

ALTERNATE OPTIONS

17. Council may choose to retain the existing Corporate Business Plan without changes, and note that the review has been conducted

CONCLUSION

18. It is recommended the amendments be approved for inclusion into the first annual revision of the Corporate Business Plan.

Consulted References	:	<ul style="list-style-type: none"> Local Government Act 1995, s5.56 Local Government (Administration) Regulations 1996, Reg. 19D IPR Framework and Guidelines 2019
File Number (Name of Ward)	:	All Wards
Previous Reference	:	<ul style="list-style-type: none"> OCM 24/08/2021 - Report Item CCS374 CCS 30/11/2021 – Report Item CCS398

DIS325: PLANNING AND BUILDING REPORTS OCTOBER 2022

Proponent / Owner : City of Albany.
Attachments : Planning and Building Reports October 2022
Report Prepared By : Technical Support Officer (P Ruggera)
Authorising Officer: : Manager Planning and Building Services
(J Van Der Mescht)

RECOMMENDATION

DIS325: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED COUNCILLOR SUTTON
SECONDED: COUNCILLOR BROUGH

THAT the Planning and Building Reports for October 2022 be NOTED.

CARRIED 12-0

DIS326: PANEL OF SUPPLIERS – PROVISION OF BRICK PAVING AND/OR CONCRETE LAYING SERVICES

Proponent / Owner	: City of Albany
Attachments	: Commercial in Confidence - Confidential Briefing Note
Report Prepared By	: Senior Civil Engineering Officer (A Greenwood)
Authorising Officer:	: Executive Director Infrastructure, Development & Environment (P Camins)

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2032:
 - **Pillar:** Place
 - **Outcomes:** 10: A safe, sustainable and efficient transport network.
 - **Objective:** 10.1: Improve road safety, connectivity and traffic flow.

In Brief:

- Following a competitive tender process, Council approval is sought to award the tender for the Contract C22017 - Panel of Suppliers – Provision of Brick Paving and/or Concrete Laying Services.
- The contract shall be in force from 1st December 2022 or date of award (whichever occurs latest) for a period of twelve (12) months, with mutually agreed and price negotiated option to extend for a further twelve (12) months, in accordance with the Specification to the Principal's satisfaction.

RECOMMENDATION

DIS326: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SMITH

SECONDED: COUNCILLOR BENSON-LIDHOLM

THAT Council AWARD Contract C22017 – PANEL OF SUPPLIERS – PROVISION OF BRICK PAVING AND/OR CONCRETE LAYING SERVICES to:

- **Black & White Concrete (Laying of Concrete Only);**
- **Jetline Kerbing (Laying of Concrete Only); and**
- **South City Paving (Laying of Brick Paving Only)**

CARRIED 12-0

BACKGROUND

2. The City's current panel of suppliers contract with Black & White Concrete and South City Paving is due to expire 30th November 2022. It is therefore necessary to establish a new panel contract for the provision of brick paving and/or concrete laying services.
3. Tender documentation was prepared and tenders were called for C22017 - Panel of Suppliers – Provision of Brick Paving and/or Concrete Laying Services.
4. The tender was open from 7th September 2022 to 28th September 2022.

DISCUSSION

5. A total of eleven (11) tender documents were issued by City of Albany.
6. Three (3) complete tender documents were submitted on or before the stipulated closing date and time. This included two (2) that were submitted for laying of concrete only and one (1) that was submitted for laying of brick paving only.
7. The tenders were evaluated using the weighted attributes methodology. This method scores the evaluation criteria and weights their importance to determine an overall points score for each tender. The criteria are tabled below:

Criteria	% Weighting
Cost	45%
Relevant Experience	20%
Tenderer's Resources including Personnel Particulars	15%
Demonstrated Understanding	15%
Corporate Social Responsibility	5%
Total	100%

8. The following table summarises the tenderers and their weighted scores:

Tenderer	Weighted Score
Tenderer A (laying of concrete only)	581.72
Tenderer B (laying of concrete only)	558.28
Tenderer C (laying of brick paving only)	491.67

GOVERNMENT & PUBLIC CONSULTATION

9. A request for tenders was published in *The West Australian* on Wednesday 7th September 2022 and *The Extra* on Friday 9th September 2022.

STATUTORY IMPLICATIONS

10. Regulation 11 of the Local Government (Functions and General) Regulations 1996 (Regulations) requires Council to publicly tender if the contract is, or is expected to be, more, or worth more than \$250,000.
11. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
12. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

POLICY IMPLICATIONS

13. Council's Purchasing Policy (Tenders & Quotes) and Buy Local Policy (Regional Price Preference) are applicable to this item.

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
Operations: Contract not awarded may result in delays in delivering the capital works program.	Unlikely	Major	High	This Contract is awarded so the Scheduled Works can be completed.
Financial. Contract not awarded may result in carry overs of scheduled works to the next financial year.	Unlikely	Major	High	This Contract is awarded to the recommended Contractor giving the City flexibility to deliver the capital works program.
Legal & Compliance. Non-compliance with Contract or business failure.	Unlikely	Moderate	Medium	General conditions of contract allow for contract termination on the basis of failure to supply goods and services.
Reputation. Community expectation of completion of the capital works program.	Possible	Insignificant	Low	Community are advised of any work delays.

FINANCIAL IMPLICATIONS

- 15. Based on the existing panel the value of this tender for the period of the panels operation is likely to be in excess of \$500,000 and therefore approval is referred to Council for consideration.
- 16. More detailed information regarding the financial implications are contained in the Confidential Briefing Note.
- 17. The costs for individual jobs procured using the panel will be included in the specific budget line item for each particular project.

LEGAL IMPLICATIONS

18. There are no legal implications associated with this item.

ENVIRONMENTAL CONSIDERATIONS

19. There are no environmental considerations associated with this item.

ALTERNATE OPTIONS

- 20. The options are:
 - a. Council may choose to accept the recommended tender; or
 - b. Not approve any tender.

CONCLUSION

21. It is recommended, based on the evaluation scoring, clarification and financial check processes, that the tender be awarded to Black & White Concrete, Jetline Kerbing and South City Paving.

Consulted References	<ul style="list-style-type: none"> • Local Government (Functions and General) Regulations 1996 • Council Policy – Purchasing • Council Policy – Buy Local (Regional Price Preference)
File Number (Name of Ward)	C22017 (All Wards)
Previous Reference	C20015 – Current panel contract for the provision of brick paving and/or concrete laying services.

14. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL Nil**
15. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN Nil**
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 **7.01PM**.



Dennis W Wellington
MAYOR

TABLED ADDRESS BY MR JON DOUST

Yakamia Boodja 3 November 22, 2022

Jon Doust, 132 Angove road, Spencer Park ... on the cusp of Yakamia .. respect ... Noongar Menang ... past present and coming through....

And my apologies to Mokare, Nakina, Mullet, Gallypert, Patiirt, Waiter ... for what we have done to this place since our ancestors arrived.

Councillors, Mayor, thank you.

A question:

Are you all aware that the Australian Federal Government is set to sign the 2021 Global Deforestation Ban already signed by over 100 countries to end deforestation by 2030?

The agreement reflects the very slow, and ponderous, yet growing recognition of nature's role in helping to address global warming.

Why 2030? Why not now? Why follow? Why not lead?

In the words of the great British PM, Alexander Boris de Pfeffel Johnson, forests are “great teeming ecosystems — cathedrals of nature —the lungs of our planet.”

There's one just there. [Points to Yakamia Forest, behind Council chambers.]

If you are aware, and I am sure some of you are, how is that you can even contemplate the removal of any forested areas?

I look forward to a response, from at least one of you, or all.

TABLED ADDRESS BY MS SONIA EMERY

21 November, 2022

Dear Mayor and Councillors,

My name Sonia Emery of 11 Finlay St, Mt Clarence.

My query is about Housing”.

I was delighted to see a front page article in the Albany Advertiser about Advance Housing’s project to build 25 units in Stirling Tce and that there is more planned for Frederick St. It’s a great idea to provide denser accommodation, requiring no clearing of remnant vegetation, no urban sprawl and less reliance on cars. In other words, it’s a sustainable approach to dealing with the current housing crisis, with a much lower carbon footprint. It is consistent with the City’s Local Planning Strategy objective of no clearing on native vegetation, and the accommodation type meets the needs of the single, two or three people households that are a significant proportion of Albany’s population.

Does the City support more of this type of appropriate and sustainable housing development?
Are you actively exploring and planning for more such projects?

Sonia Emery

042428465