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# AGENDA

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**Ordinary Meeting of Council**

**Tuesday 26 September 2017**

6.00pm

City of Albany Council Chambers

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

**VISION**

Western Australia's most sought after and unique regional city to live, work and visit.

**VALUES**

All Councillors, Staff and Volunteers at the City of Albany will be...

**Focused: on community outcomes**

This means we will listen and pay attention to our community. We will consult widely and set clear direction for action. We will do what we say we will do to ensure that if it's good for Albany, we get it done.

**United: by working and learning together**

This means we will work as a team, sharing knowledge and skills. We will build strong relationships internally and externally through effective communication. We will support people to help them reach their full potential by encouraging loyalty, trust, innovation and high performance.

**Accountable: for our actions**

This means we will act professionally using resources responsibly; (people, skills and physical assets as well as money). We will be fair and consistent when allocating these resources and look for opportunities to work jointly with other directorates and with our partners. We will commit to a culture of continuous improvement.

**Proud: of our people and our community**

This means we will earn respect and build trust between ourselves, and the residents of Albany through the honesty of what we say and do and in what we achieve together. We will be transparent in our decision making and committed to serving the diverse needs of the community while recognising we can't be all things to all people.

**NOTICE OF AN ORDINARY COUNCIL MEETING**

Mayor and Councillors

The next Ordinary Meeting of the City of Albany will be held on Tuesday 26 September 2017 in the Council Chambers, 102 North Road, Yakamia commencing at 6.00pm.



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Andrew Sharpe  
**CHIEF EXECUTIVE OFFICER**

ORDINARY COUNCIL MEETING  
AGENDA 26/09/2017

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**1. DECLARATION OF OPENING**

**2. PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS**

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

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

*We would also like to pay respect to Elders both past and present”.*

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

Mayor

D Wellington

**Councillors:**

Breaksea Ward

P Terry

Breaksea Ward

R Hammond

Frederickstown Ward

G Stocks (Deputy Mayor)

Frederickstown Ward

C Dowling

Kalgan Ward

B Hollingworth

Kalgan Ward

J Price

Vancouver Ward

J Shanahun

Vancouver Ward

N Mulcahy

West Ward

A Goode JP

West Ward

S Smith

Yakamia Ward

A Moir

**Staff:**

Executive Director Corporate Services

M Cole

Executive Director Development

Services

P Camins

Executive Director Works and

Services

M Thomson

Executive Director Commercial Services

A Cousins

Executive Manager Community Service

S Stevens

Meeting Secretary

J Williamson

**Apologies:**

Yakamia Ward

R Sutton (Leave of Absence)

Chief Executive Officer

A Sharpe (Apology)

**4. DISCLOSURES OF INTEREST**

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

**5. REPORTS OF MEMBERS**

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

**7. PUBLIC QUESTION TIME**

**8. APPLICATIONS FOR LEAVE OF ABSENCE**

**9. PETITIONS AND DEPUTATIONS Nil.**

**10. CONFIRMATION OF MINUTES**

**DRAFT MOTION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT the minutes of the Ordinary Council Meeting held on 22 August 2017, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**11. PRESENTATIONS Nil.**

**12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS**

**CCCS053: FINANCIAL ACTIVITY STATEMENT – JULY 2017**

**Proponent** : City of Albany  
**Report Prepared by** : Manager Finance (D Olde)  
**Responsible Officer** : Executive Director Corporate Services (M Cole)

**Responsible Officer's Signature:**



**RECOMMENDATION**

**CCCS053: COMMITTEE RECOMMENDATION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT Council RECEIVE the Financial Activity Statement for the period ending 31 July 2017.**

CCCS053: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SMITH  
SECONDED: COUNCILLOR HAMMOND

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 9-0

CCCS053: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Financial Activity Statement for the period ending 31 July 2017.

**BACKGROUND**

1. The Statement of Financial Activity for the period ending 31 July 2017 has been prepared and is attached.
2. In addition to the statutory requirement to provide Council with a Statement of Financial Activity, the City provides Council with a monthly investment summary to ensure the performance of the investment portfolio is in accordance with anticipated returns and complies with the Investment of Surplus Funds Policy.

**DISCUSSION**

3. In accordance with section 34(1) of the *Local Government (Financial Management) Regulations 1996*, the City of Albany is required to prepare each month a Statement of Financial Activity reporting on the revenue and expenditure of the local authority.
4. The requirement for local governments to produce a Statement of Financial Activity was gazetted in March 2005 to provide elected members with a greater insight in relation to the ongoing financial performance of the local government.
5. Additionally, each year a local government is to adopt a percentage or value to be used in Statements of Financial Activity for reporting material variances. Variations in excess of \$50,000 are reported to Council.
6. These financial statements are still subject to further yearend adjustments and have not been audited by the appointed auditor.

*“Please note that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The ‘errors’ may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect.”*

### STATUTORY IMPLICATIONS

7. Section 34 of the *Local Government (Financial Management) Regulations 1996* provides:
- I. A local government is to prepare each month a statement of financial activity reporting on the source and application of funds, 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);
    - b. budget estimates to the end of the month to which the statement relates;
    - c. actual amounts of expenditure, revenue and income to the end of the month to which the statement relate
    - d. material variances between the comparable amounts referred to in paragraphs (b) and (c); and
    - e. the net current assets at the end of the month to which the statement relates.
  - II. Each statement of financial activity is to be accompanied by documents containing –
    - a. an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
    - b. an explanation of each of the material variances referred to in sub regulation (1)(d); and
    - c. such other supporting information as is considered relevant by the local government.
  - III. The information in a statement of financial activity may be shown –
    - a. according to nature and type classification;
    - b. by program; or
    - c. by business unit.
  - IV. A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –
    - a. presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
    - b. recorded in the minutes of the meeting at which it is presented.

### POLICY IMPLICATIONS

8. The City's 2017/18 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 July 2017 has been incurred in accordance with the 2017/18 proposed budget parameters.
11. Details of any budget variation in excess of \$50,000 (year to date) follow. There are no other known events which may result in a material non recoverable financial loss or financial loss arising from an uninsured event.

<b>File Number (Name of Ward)</b>	FM.FIR.7 - All Wards
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**CCCS054: LIST OF ACCOUNTS FOR PAYMENT – AUGUST 2017**

**Proponent** : City of Albany  
**Attachments** : List of Accounts for Payment  
**Report Prepared by** : Senior Accounting Officer (P Martin)  
**Responsible Officer** : Executive Director Corporate Services (M Cole)

**Responsible Officer's Signature:**

**RECOMMENDATION**

**CCCS054: COMMITTEE RECOMMENDATION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**That Council RECEIVE the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 August 2017 totalling \$5,456,055.14.**

CCCS054: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR MULCAHY  
 SECONDED: COUNCILLOR SHANHUN

That the Responsible Officer Recommendation be ADOPTED.

CARRIED 9-0

CCCS054: RESPONSIBLE OFFICER RECOMMENDATION

That Council RECEIVE the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 August 2017 totalling \$5,456,055.14.

**BACKGROUND**

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

**DISCUSSION**

- The table below summarises the payments drawn from the municipal fund for the period ending 15 August 2017. Please refer to the Attachment to this report.

**Municipal Fund**

Trust	\$ 31,302.00
Credit Cards	\$ 16,017.46
Payroll	\$ 1,239,277.42
Cheques	\$ 59,788.51
Electronic Funds Transfer	\$ 4,109,669.75

**TOTAL**

**\$ 5,456,055.14**

- As at 15 August 2017, the total outstanding creditors, stands at \$1,283,658.70 and made up as follows:-

Current	\$ 712,986.62
30 Days	\$ 570,627.38
60 Days	\$ 0.00
90 Days	-\$ 45.30
<b>TOTAL</b>	<b><u>\$1,283,658.70</u></b>

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 August 2017 has been incurred in accordance with the 2017/2018 budget parameters.

### FINANCIAL IMPLICATIONS

8. Expenditure for the period to 15 August 2017 has been incurred in accordance with the 2017/2018 budget parameters.

### SUMMARY CONCLUSION

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

<b>File Number (Name of Ward)</b>	:	FM.FIR.2 - All Wards
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**CCCS055: DELEGATED AUTHORITY REPORTS**

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

**Responsible Officer's Signature:**



**RECOMMENDATION**

**CCCS055: COMMITTEE RECOMMENDATION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT the Delegated Authority Reports 16 July 2017 to 15 August 2017 be RECEIVED.**

CCCS055: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SMITH  
SECONDED: COUNCILLOR STOCKS

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 9-0

CCCS055: RESPONSIBLE OFFICER RECOMMENDATION

THAT the Delegated Authority Reports 16 July 2017 to 15 August 2017 be RECEIVED.

**CCCS056: ADOPTION OF THE BUDGET REVIEW FOR THE PERIOD  
ENDING 31 JULY 2017**

**Proponent** : City of Albany  
**Attachments** : Budget Review for the period ending 31 July 2017  
**Report Prepared by** : Business Analyst/Management Accountant (D Harrison)  
**Responsible Officer** : Executive Director Corporate Services (M Cole)

**Responsible Officer's Signature:**



**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014 - 2018:
  - a. **Key Theme:** 5. Civic Leadership.
  - b. **Strategic Objectives:** 5.1. To establish and maintain sound business and governance structures.
  - c. **Strategy:** 5.1.3 Integrated Planning Framework.

**In Brief:**

- Local governments are required to conduct a budget review between 1 January and 31 March each financial year under regulation 33A of the *Local Government (Financial Management) Regulations 1996*.
- An additional review has been conducted to amend carry forward projects from forecast to actual in accordance with the Department's best practice financial reporting guidelines.
- This review is for the period ending 31 July 2017.

**RECOMMENDATION**

**CCCS056: COMMITTEE RECOMMENDATION  
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**THAT Council ADOPT the Budget Review for the period ending 31 July 2017.**

CCCS056: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR STOCKS  
SECONDED: COUNCILLOR SMITH

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 9-0

CCCS056: RESPONSIBLE OFFICER RECOMMENDATION  
VOTING REQUIREMENT: ABSOLUTE MAJORITY

THAT Council ADOPT the Budget Review for the period ending 31 July 2017.

## BACKGROUND

2. Local Governments are required to conduct a budget review between 1 January and 31 March each financial year which is a requirement covered by regulation 33A of the *Local Government (Financial Management) Regulations 1996*.
3. The Department recommends a review of the budget early in the financial year to amend carry forward projects from forecast to actual.

## DISCUSSION

4. Council adopted the 2017/2018 Budget on 25 July 2017. The total adopted budget of \$93.7 M comprised:
  - a. \$24.9 M capital works;
  - b. \$ 2.2 M debt reduction; and
  - c. \$66.6 M in operating expenditure.
5. This Budget Review identifies expenditure of \$529,644 for general works, variations and new projects.
6. The funding of \$529,644 inclusive of reduction in expenditures, adjustment of grant funding, additional revenue, reserve funding and the movement opening funds has been identified in this review to maintain a surplus budget.
7. Lists and amends the 2016/17 Carry Forward Projects from estimate to actual.
8. This budget review shows the 2017/2018 budget is in a surplus position of \$109,062.
9. A copy of the Budget Review for the period ending 31 July 2017 is attached.
10. Budget adjustments thereafter of an urgent nature will be brought to a Council Meeting as an item to be discussed when required and actioned outside of this review.

## GOVERNMENT & PUBLIC CONSULTATION

11. Department of Local Government guidelines were reviewed in the preparation of this report.
12. City of Albany Executives, managers and officers with budget responsibility were consulted in the preparation of the Budget Review.

## STATUTORY IMPLICATIONS

13. Under the *Local Government Act 1995*, 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

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

**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Reputation &amp; Organisation’s Operations.</b> Non approval of the budget review, may result in significant delays to achieving deliverables.	Unlikely	Moderate	Medium	In the short term the existing Annual Budget would apply and proposed amendments would not apply.  Adopt the Budget Review with amendments (as specified by Council).
<b>Opportunity:</b> Provides Council with an additional opportunity to review the City’s current budget position.	Unlikely	Moderate	Medium	In the short term the existing Annual Budget would apply and proposed amendments would not apply.  Adopt the Budget Review with amendments (as specified by Council).

**FINANCIAL IMPLICATIONS**

<b>BUDGET REVIEW FOR THE PERIOD ENDING 31 JULY 2017</b>			
This Review Maintains Council's Budget in a Surplus Position			
<b>GENERAL WORKS/VARIATIONS. (Additional Funds Required)</b>			\$ (529 664)
<b>FUNDED BY</b>			
- Reduction in Expenditure		-	
- Adjustment in Grant/Contributions Funding		(130 310)	
- Adjustment in Revenue		112 500	
- Restricted Cash Adjustments		281 218	263 408
<b>Balance</b>			<u>(266 256)</u>
<b>Budgeted Opening Position</b>		2 230 734	
<b>NB - Adjustments From 2016/17 Financial Year (Pg's 8 - 12)</b>		58 670	
		<u>2 289 404</u>	
<b>Actual Opening Position</b>		2 664 722	375 318
<b>2017/18 Budgeted Closing Position</b>			<u>109 062</u>

**LEGAL IMPLICATIONS**

16. Nil.

**ENVIRONMENTAL CONSIDERATIONS**

17. Nil.

**ALTERNATE OPTIONS**

18. For the period ending 31 July 2017, Council may consider to:
- a. Adopt the Budget Review as recommended; or
  - b. Adopt the Budget Review with amendments (as specified by Council).

**SUMMARY CONCLUSION**

19. That the Responsible Officer's Recommendation to adopt the Budget Review for the period ending 31 July 2017 be supported.

<b>Consulted References</b>	:	Adopted Budget 2017/2018 <a href="#"><u>Local Government Act 1995</u></a>
<b>File Number (Name of Ward)</b>	:	FM.BUG.12
<b>Previous Reference</b>	:	Annual Budget – OCM 25/07/2017 Resolution CCCS042

**CCCS057: REVISED COMMUNITY STRATEGIC PLAN AND CORPORATE BUSINESS PLAN**

- Proponent** : City of Albany
- Attachments** :
  - Council Strategy: Community Strategic Plan Albany 2023 (As amended)
  - Council Publication: Corporate Business Plan (As amended)
  - Council Publication: Strategic Asset Management Plans
  - Council Publication: People (Workforce Development) Strategy
  - Attachments available on City of Albany Website: [www.albany.wa.gov.au](http://www.albany.wa.gov.au)
- Report Prepared by** : Facilitator-Strategy and Improvement (S Grimmer)
- Responsible Officer(s)** : Executive Director Corporate Services (M Cole)

<b>Responsible Officer Signature</b> :	
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**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014-2018:
  - a. **Key Theme:** Civic Leadership
  - b. **Strategic Objective:** To provide strong accountable leadership supported by a skilled and professional workforce.
  - c. **Strategy:** Provide positive leadership that delivers community outcomes.

**In Brief:**

- The *Local Government Act 1995*, requires local governments to regularly revise their Community Strategic Plan and annually review the associated Corporate Business Plan.
- The plans to be adopted have been reviewed and updated based on comprehensive community engagement practices and input.

**RECOMMENDATION**

**CCCS057: COMMITTEE RECOMMENDATION**  
**VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**THAT Council:**

- (1) **ADOPT** the revised Community Strategic Plan and Corporate Business Plan as attached.
- (2) **NOTE** the following strategies that inform these plans:
  - **Strategic Asset Management Plans; and**
  - **People (Workforce Development) Strategy.**

CCCS057: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SMITH  
SECONDED: COUNCILLOR DOWLING

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 9-0

CCCS057: RESPONSIBLE OFFICER RECOMMENDATION  
VOTING REQUIREMENT: ABSOLUTE MAJORITY

THAT Council:

(1) ADOPT the revised Community Strategic Plan and Corporate Business Plan as attached.

(2) NOTE the following strategies that inform these plans:

- Strategic Asset Management Plans; and
- People (Workforce Development) Strategy.

**BACKGROUND**

2. Over the past four years the subject plans have been reviewed, refined and updated to meet our statutory obligations while balancing the wide range of views held within our community in a financially sustainable manner.
3. These plans supersede the previously adopted Community Strategic Plan and Corporate Business Plan.

**DISCUSSION**

4. The following summarises the key changes made:

Community Strategic Plan	Reason
Renaming of Civic Leadership theme to <b>Leadership</b>	<i>Community feedback indicated the previous title civic leadership was too narrow</i>
Renaming of A Connected Built Environment theme to <b>A Connected and Safe Built Environment</b>	<i>To reflect the importance of community safety to our community</i>
Renaming of A Sense of Community theme to <b>Community Health &amp; Participation</b>	<i>To reflect the increasing importance of public health and community participation to our community</i>
Extra information on how the community was engaged and key themes that emerged from this engagement	<i>To demonstrate how community input shaped the updated plan</i>
Section added describing how community members can contribute	<i>To reinforce the partnership approach between local government and the community</i>
Corporate Business Plan	Reason
Corporate Planning section added	<i>To demonstrate the alignment between the key themes in the Community Strategic Plan and supporting city strategies and business plans</i>
Strategic Priorities section changed	<i>To reflect the strategic priorities set by Council based on community feedback</i>
Planning and Reporting tables added	<i>To detail purpose, guiding principles, key inputs, how reviewed and how reported for key functions delivered by the City</i>
Appendix 1 Financial Summary	<i>Updated to reflect the latest version of the City's long-term financial plan</i>
Appendix 2 Business plans for each business unit replace the previous service delivery summaries	<i>To provide extra detail for each City business unit and align business planning and reporting with the City's corporate scorecard</i>

## GOVERNMENT CONSULTATION

5. The City has researched the approach taken across the Local Government sector, visited a number of WA Local Governments and consulted widely.

## COMMUNITY CONSULTATION / ENGAGEMENT

6. A comprehensive Community Engagement Plan was developed and implemented in the first half of 2017. A summary of the engagement carried out and the key themes resulting from this engagement is included in the Community Strategic Plan
7. City officers commissioned Catalyse, an independent local government survey specialist, to conduct a comprehensive community survey in the first quarter of 2017 with the results collated and then used as a basis for improving and monitoring our integrated planning framework. The Catalyse Report is available on the City's web-site.

## STATUTORY IMPLICATIONS

8. **Local Government Act 1995:** Section 5.56(1) and (2) of the *Local Government Act 1995* requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.
9. **Local Government (Administration) Regulations 1996**, regulation 19DA, Note:
  - **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;
  - **Strategic Community Plan** means a plan made under regulation 19C that, together with a corporate business plan, forms a plan for the future of a district made in accordance with section 5.56.
    - (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.

## RISK IDENTIFICATION & MITIGATION

10. The risk identification and categorisation references the City's Risk & Opportunity Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Compliance.</b> Council does not adopt the updated Plans.	Unlikely	Moderate	Medium	Address Council concerns and represent.
<b>Opportunity:</b> Formally communicate the City of Albany's critiqued performance (Corporate Score Card) for Council review.				

## FINANCIAL IMPLICATIONS

11. There are no direct financial implications in relation to this item.
12. The revised Corporate Business Plan aligns with the 10 Year Financial Plan and provides the basis for long term financial management of City assets and resources.

## CONCLUSION

13. The adoption of the revised Community Strategic Plan and Corporate Business Plan, reinforces Council's commitment to meaningful strategic planning and provides a sound basis for continual improvement within the City.

<b>Consulted References</b>	:	Local Government Act 1995 Western Australian-Integrated Planning and Reporting Framework
<b>File Number (Name of Ward)</b>	:	CM.RVW.3 (All Wards)
<b>Previous Reference</b>	:	<ul style="list-style-type: none"> <li>• OCM 26/08/2014 Resolution CSF112</li> <li>• Councillor Strategic Workshop 2015</li> <li>• Councillor Strategic Workshop 2016</li> <li>• Councillor Strategic Workshop 2017</li> </ul>

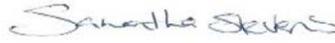
**CCCS058: COMMUNITY SPORTING AND RECREATION FACILITIES  
FUND 2017/2018 FORWARD PLANNING GRANT ROUND APPLICATION**

**Proponent** : City of Albany  
**Attachments** :

- Lower Great Southern Hockey Association
- Correspondence and Project Assessment Sheet

**Report Prepared by** : Team Leader Recreation Services (A Leahy)  
**Responsible Officer(s):** : Executive Manager Community Services (S Stevens)

**Responsible Officer's Signature:**



**STRATEGIC IMPLICATIONS**

1. The ranking and provision of financial support to the Community Sporting and Recreation Facilities Fund Annual and Forward planning Grant Round Application relates to the following [City of Albany Strategic Community Plan 2023](#), Key Themes & Strategic Objectives:
  - **Clean, Green & Sustainable:** To maintain and renew city assets in a sustainable manner
  - **A Connected Build Environment:** To develop community amenities and program that support people of all ages and backgrounds
  - **A Sense of Community:** To create interesting places, spaces and events that reflect our community's identity, diversity and heritage

**In Brief:**

- To seek Council endorsement of the priority ranking for the submitted Community Sport and Recreation Facility Fund (CSRFF) Forward Planning Grant Funding round.
- To seek Council support to provide funding assistance in line with the [Council Community Sports & Recreation Facilities Policy](#) for the Hockey Turf Installation project upon return of successful CSRFF Annual Grant Application
- To seek Council support to provide a self-supporting loan to the Lower Great Southern Hockey Association for \$61,155 to fund their contribution to the synthetic surface replacement.

**RECOMMENDATION**

**CCCS058: COMMITTEE RECOMMENDATION 1  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**That Council RANK the Community Sport and Recreation Facilities Fund (CSRFF) Forward Planning Grant Application one of one for the CSRFF September 2017/ 2018 Funding Round:**

- **Hockey Turf Installation**

**CCCS058: COMMITTEE RECOMMENDATION 2  
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**That Council:**

- (1) NOTE the amended total project cost of \$550 000, as shown in the attachment to item CCCS056 July 2017 Budget review, subject to success CSRFF application.**
- (2) APPROVE the repayment of the funds taken from the Debt Management Reserve as shown in the July 2017 Budget review, being \$183,367, by:**
  - **An additional \$61,092 from the ALAC Synthetic Surface Carpet Reserve;**
  - **Allocation from the Capital Seed Funding for Clubs of \$61,120; and**
  - **The LGSHA fund the remaining \$61,155.**

**CCCS058: COMMITTEE RECOMMENDATION 3  
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**That Council APPROVE a total of \$61,155 (exc GST) to Lower Great Southern Hockey Association (LGSHA) as a self-supporting loan for a term of up to 10 years, and at prevailing interest rates from WATC at the time of loan disbursement.**

**CCCS058: COMMITTEE RECOMMENDATION 1**

**MOVED: COUNCILLOR STOCKS  
SECONDED: COUNCILLOR HAMMOND**

**That the Responsible Officer Recommendation be ADOPTED.**

**CARRIED 9-0**

**CCCS058: RESPONSIBLE OFFICER RECOMMENDATION 1**

**That Council RANK the Community Sport and Recreation Facilities Fund (CSRFF) Forward Planning Grant Application one of one for the CSRFF September 2017/ 2018 Funding Round:**

- **Hockey Turf Installation**

**CCCS058: COMMITTEE RECOMMENDATION 2**

**MOVED: COUNCILLOR SMITH  
SECONDED: COUNCILLOR DOWLING**

**That the Responsible Officer Recommendation be ADOPTED.**

**CARRIED 9-0**

**CCCS058: RESPONSIBLE OFFICER RECOMMENDATION 2**

**That Council:**

- (1) NOTE the amended total project cost of \$550 000, as shown in the attachment to item CCCS056 July 2017 Budget review, subject to success CSRFF application.**
- (2) APPROVE the repayment of the funds taken from the Debt Management Reserve as shown in the July 2017 Budget review, being \$183,367, by:**
  - **An additional \$61,092 from the ALAC Synthetic Surface Carpet Reserve;**
  - **Allocation from the Capital Seed Funding for Clubs of \$61,120; and**
  - **The LGSHA fund the remaining \$61,155.**

CCCS058: COMMITTEE RECOMMENDATION 3

MOVED: COUNCILLOR STOCKS  
SECONDED: COUNCILLOR MOIR

That the Responsible Officer Recommendation be ADOPTED.

CARRIED 9-0

CCCS058: RESPONSIBLE OFFICER RECOMMENDATION 3

That Council APPROVE a total of \$61,155 (exc GST) to Lower Great Southern Hockey Association (LGSHA) as a self-supporting loan for a term of up to 10 years, and at prevailing interest rates from WATC at the time of loan disbursement.

**BACKGROUND**

2. The Community Sport and Recreation Facilities Fund (CSRFF) administered by Sport and Recreation (WA), a division of the Department of Local Government, Sport and Cultural Industries (DLGSC) has three rounds of CSRFF funds including:
  - Small grant funding round (Winter) – current
  - Annual and forward planning funding round – current
  - Small grant funding round (Summer) - pending
3. The CSRFF program is a \$12 million program. All three rounds are often oversubscribed and clubs may need to reapply on a number of occasions to be successful.
4. The Annual Grants Round targets community sport projects where the financial value of the total project is from \$200,000 up to \$500,000 and is delivered within a 12 month period.
5. The Forward Planning Grants Round targets community sport projects where the financial value of the total project is over \$500,000 with a maximum of \$2,000,000 and is delivered within a 2 – 3 year period.
6. Applicants must be either a local government authority or a not-for-profit sport or community organisation incorporated under the WA Associations Incorporation Act 1987.
7. Clubs and local government authority must demonstrate equitable access to the public on a short term and casual basis.
8. The land on which the facility is to be developed must be one of the following:
  - Crown reserve
  - Land owned by a public authority
  - Municipal property
  - Land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public.
9. The Local Government has an opportunity to assess all relevant applications and to rank applications in priority order for the municipality.
10. Whilst there is no obligation for Local Government to contribute to the community sporting projects local government is viewed as a key funding partner in supporting improved community sporting amenities
11. The DLGSC CSRFF application form calls for applications to be initially submitted to the Local Government within which the project proposal is located.
12. An element of the assessment process involves Council consideration and priority ranking of applications received. The applications are then submitted to the DLGSC on behalf of the applicants by September 29, 2017.

13. Once the assessment process from Local Government Authorities are complete all applications received from Western Australian organisations are assessed by the relevant State Sporting Association and the DLGSC CSRFF Committee against a number of criteria, with the final decision on funding being at the discretion of the Minister for Sport and Recreation.

## DISCUSSION

14. The grant guidelines require Council to provide a ranking for the project.
15. The Department of Local Government, Sport & Cultural Industries provides guidance for Local Government Authorities to assess each submission. This assessment uses the following criteria and a project rating of satisfactory/unsatisfactory or not relevant:
  - Project justification
  - Planned approach
  - Community consultation
  - Management planning
  - Access and opportunity
  - Design
  - Financial viability
  - Coordination
  - Potential to increase physical activity
  - Sustainability

With overall project rating, being:

- Well planned and needed by municipality
  - Well planned and needed by applicant
  - Needed by municipality, more planning required
  - Needed by applicant, more planning required
  - Idea has merit, more planning work needed
  - Not recommended
16. The funding application is an Annual Grant to install the new hockey turf. The project involves the replacement of the synthetic top layer and shock pad second layer. Although this project total is \$550,000, Sport and Recreation (WA) have confirmed no formal needs assessment be completed.
  17. The hockey surface was originally constructed in 1996 in a joint effort by the City of Albany and the Lower Great Southern Hockey Association. The project was funded by state government, the City of Albany and LGSHA. It is worthwhile noting that there has not been any state funding allocated to hockey since this time 25 years ago.
  18. Lower Great Southern Hockey Association started in 1990 is the peak hockey body in the region and is made up over 60 teams, 780 players and includes Mount Barker Hockey Club. LGSHA have a well administered Board of Management and strong club structure.
  19. Although primarily used by hockey, it is considered a multisport facility, with soccer and cricket using the turf for training and games also. Aside from LGSHA, other user groups include Albany Senior High School, North Albany Senior High School, Woodbury Boston, Parklands Primary and ALAC for a range of sporting programs. Great Southern Grammar in particular has a very strong hockey curriculum, with over 200 children involved in the sport.

Year	User Group	Participants
2016/2017	Lower Great Southern Hockey Association	780
2016/2017	Great Southern Grammar	200
2016/2017	North Albany Senior High School, Woodbury Boston, Park Primary School, Albany Bayswater City Soccer Club, Albany Junior Cricket Association, Albany Senior High School, ALAC Holiday Program	100
<b>TOTAL</b>		<b>1080</b>

20. The hockey turf is owned and managed by the City and forms part of City of Albany's suite of sporting precincts. The Centennial Park Sporting Precinct (CPSP) upgrade enhanced the playing fields for football, soccer and cricket with project funding sourced independent of the clubs. The hockey turf is an elite specialist surface and as such, there has been a reasonable expectation that LGSHA contribute to the turf.
21. During the CPSP upgrade, there was no improvements made to the supplementary grass hockey surface, the turf or to the existing hockey facilities. The installation of the new hockey turf provides opportunity for the City to apply a similar level of equity demonstrated to other field sports whilst still retaining the sustainable CSRFF funding model.
22. Hockey WA have confirmed that Albany has the oldest turf in WA, potentially in Australia. The standard length of life for the top layer is approximately 10 years and for the shock pad, around 20 years (depending on use). At 12 years old, the Albany surface has reached the end of its life.
23. Currently there are visible tears in the synthetic surface, which is having negative impact on game speed and direction of the ball. Where some of the tears have been repaired, the glue over these tears is catching sticks as they slide over them, increasing risk of injury to players due to the force applied by players to strike the ball.
24. The implication of an old surface include:
  - Prolific growth of algae due to water being retained in surface rather than draining.
  - Seams between rolls of turf coming apart and tears in the surface creating unpredictable ball direction, which is especially dangerous at high speed and is a tripping hazard for players.
  - Loss of shock absorption provided by shock pad. It is important to note that if the shock pad is assessed as having less than 7-10 years life, it will be replaced at this time. It is not practical to replace the shock pad at any other time than when the top synthetic layer is replaced.
25. The above issues are exacerbated with continued use and another season on this surface would add to the likelihood of injury, risk management issues and quality of game. Incidence of injury and reduction in game quality is likely to have a negative effect on player numbers.
26. When player numbers decrease, a four game competition can be reduced to a two game competition, drastically reducing the tenability of a varied competition.
27. In addition to the risk of player injury due to turf degradation are the costs to maintain the surface at this age. During the winter months the City's Leading Hand spends roughly 20% of his time maintaining the surface, reducing algae growth and dispelling the water retained in the surface. This results in an additional annual cost of \$20K - \$40K to the City that would not be required with a new turf. The City of Albany has over 20 playing grounds that need to be maintained, so this represents a significant drain on resources. The installation of a new surface would eradicate the majority of the maintenance issues experienced by our Reserves Team.

28. The installation of a new synthetic surface and shock pad directly impacts on LGSHA's ability to deliver their sport and competitions.
29. The Application has been ranked on the strength of the application, participation numbers, and ability to increase physical activity and potential impact as well as consultation with the DLGSC and LGSHA.
30. The below ranking recommendation has been provided based on the applicant meeting the required criteria and its overall project ranking:

RANK	ORGANISATION	PROJECT DETAIL	OVERALL PROJECT RATING
1	City of Albany	Hockey Turf Installation	Well planned and needed by region.

31. The following correspondence is attached:

- Hockey Turf Installation Assessment Sheet.
- Provisional commitment by LGSHA to be able to fulfil self-supporting loan to the City.

#### **GOVERNMENT & PUBLIC CONSULTATION**

32. Dept. of Sport & Recreation's Manager for the Great Southern has been consulted with by the City of Albany.
33. The City of Albany has met with Lower Great Southern Hockey Association on no less than three occasions in the past six weeks. These meetings have confirmed the history of the turf, LGSHAs recommendations around turf requirements and discussions of financial models to fund the project. LGSHA have demonstrated considerable passion and commitment to the Hockey Turf since its inception in 1996. The club operate with a strong committee and financial record and work hard to ensure hockey as a sport is developed and delivered in the region. LGSHA have provided a letter of support for the CSRFF Application.
34. LGSHA have consulted with Hockey WA, the governing body for Hockey in Western Australia. Hockey WA have provided a letter of support for the CSRFF Application.
35. Great Southern Grammar have been consulted with as to their future plans for installing a synthetic turf. The Head of Middle School has confirmed that a half hockey turf may be installed in the next 5-10 years, enhancing the need for the City of Albany's turf to be in the best condition to support the 200 players they have involved in their hockey curriculum. GSG have provided a letter of support for the CSRFF Application.
36. Mt Barker Hockey club have also been consulted and have provided a letter of support for the CSRFF Application.
37. Although Denmark do not have a functioning hockey club, they do participate in LGSHA's competition and will receive benefit from a new surface installation.
38. Council Officers assess each project and make a recommendation for the ranking of projects based on the DLGSC criteria (as described in point 14) and strategic overview.
39. Council has the opportunity to provide a recommendation that ranks applications in priority order for the City of Albany.
40. It should be noted that the Department of Local Government, Sport & Cultural Industries will make the final decision on funding allocation.

## STATUTORY IMPLICATIONS

41. There is no statutory implications related to this report.

## POLICY IMPLICATIONS

42. The Recreation Planning Strategy adopted by Council in 2008 has been applied in ranking the submissions.
43. The City of Albany's [Community Sport and Recreation Facilities Small Grant Funding Policy](#) has been applied in the assessment and recommendations.

## RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Reputation &amp; Community Property</b> <i>Failure to secure required funding may result in the condition of the amenities deteriorating to an unsafe condition.</i>	<i>Likely</i>	<i>Moderate</i>	<i>High</i>	<i>Support the funding application, or work with City officers to source other funding streams.</i>
<b>Reputation &amp; Financial</b> <i>Failure to upgrade facilities may result in missed economic and social opportunities.</i>	<i>Likely</i>	<i>Moderate</i>	<i>High</i>	<i>Support the funding application, or work with City officers to source other funding streams.</i>
<b>Reputation &amp; Financial</b> <i>Failure to distribute the Councils financial support in an equitable and sustainable manner may result in community dissatisfaction or projects not going ahead.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Support the officer's recommendation, or work with City officers to deliver an equitable allocation of funding.</i>
<b>Opportunity</b> <i>The provision of providing a quality playing surface.</i>				

## FINANCIAL IMPLICATIONS

45. In the 2016/2017 budget the total project cost was approved to the value of \$275,000 and listed as a carried forward project in the 2017/2018 budget to the value of \$275,000. Based on further research and up to date supplier information, in the 2017/2018 budget review the total project cost is amended to \$550,000.
46. \$183,300 has already been endorsed by Council to be used from the Reserve for the Turf Replacement Project. Officer recommendation 2 is requesting an additional \$61,092 be put towards this project from the Reserve. This would relieve considerable financial burden from LGSHA.
47. The Reserve which has been established with the sole objective of replacing the hockey turf. Historically, the model for funding this infrastructure has been based on each organisation putting in one third of the total value of the project, however due to there being surplus funds in the Reserve, officer recommendation is to use the full amount in the Reserve.

48. LGSHA have demonstrated considerable commitment to the hockey turf and surrounding infrastructure. Since the late 90s, the normal standard for hockey is the specialised synthetic surface we have in Albany and LGSHA were instrumental in this first synthetic surface being constructed in 1996. In the last 25 years the club has committed over \$350 000 through cash and self-supporting loans with the City and an additional \$100 000 in volunteer labour during original construction in 1996. This represents potentially the highest investment from any field sports club in Albany toward the installation and maintenance of their surface and is a demonstration of the clubs commitment to providing their members with the best standard of play, enabling them to be competitive at regional, state and national competitions.
49. As per the CPSP Framework and Capital Seed Funding for Sporting Groups Policy, which protects the financial interests of the City and the clubs, includes:
- that the City continues to set aside sufficient funds (approximately \$20,000 - \$30,000) into the ALAC Synthetic Surface Carpet Reserve for the replacement of the surface at the end of its life (maximum one third of total project cost)
  - the LGSHA will contribute one third of costs either by a self-supporting loan offered through the City or other means they arrange
  - the Synthetic Surface Fees and Charges are used to offset the annual operational costs of the turf
50. In line with the recent financial model for the CPSP redevelopment, officers recommend that the current application make use of \$61,087 from the City of Albany’s Capital Seed Funding from Sporting Clubs budget.
51. The following table provides the budget detail and requests for financial support from the application (all figures are ex GST):

City of Albany ALAC Synthetic Surface Carpet Reserve	City of Albany Capital Seed Funding for Sporting Clubs	LGSHA Contribution Self- supporting loan arrangement with COA	CSRFF Grant Maximum one third of project total cost	Total project cost
\$244 425	\$61 087	\$61 155	\$183 300	\$550 000

**LEGAL IMPLICATIONS**

52. Nil

**ENVIRONMENTAL CONSIDERATIONS**

53. The tender brief will request environmentally sustainable solution for disposal or repurposing of the turf and shock pad material. Currently the surface requires extensive high pressure cleaning to rid the surface of algae, installation of a new turf will drastically reduce the water consumption as drainage will be at optimum level.

**ALTERNATE OPTIONS**

54. Council can decide not to inject additional Reserve and Capital seed funding into this project, as per the below table, all costs ex-GST;

City of Albany ALAC Synthetic Surface Carpet Reserve	LGSHA Contribution Self-supporting loan arrangement with COA	CSRFF Maximum one third of project total cost	Total project cost
\$183 300	\$183 300	\$183 300	\$550 000

55. If the CSRFF application is unsuccessful, a funding mix independent of State Government funding has been developed. As the turf is already severely degraded and if played on for another would pose a significant known risk to players, postponing the installation of a new turf by applying to CSRFF for the 2019/2020 round would prove detrimental to hockey numbers. As such, the following model would be proposed;

City of Albany ALAC Synthetic Surface Carpet Reserve	City of Albany Capital Seed Funding for Sporting Clubs	LGSHA Contribution Self-supporting loan arrangement with COA	To be sourced	Total project cost
\$244 425	\$61 087	\$183 300	\$61 188	\$550 000

56. Council can choose to provide more or less funding assistance to the project or not.

**SUMMARY CONCLUSION**

57. The Department of Local Government, Sport & Cultural Industries provides the Local Government with an opportunity to assess received applications and to rank applications in priority order for the municipality.
58. This project meets the criteria provided by Department of Local Government, Sport & Cultural Industries. It is considered well planned and needed by the region. Council is required to endorse the officers ranking. City officers have ranked the application in the following order:
1. Hockey Turf Installation
59. The budget is in the ALAC Synthetic Surface Carpet Reserve Fund and Capital Seed Funding.
60. Council may consider capping its financial contribution or sourcing alternate means to meet budget allocations.
61. The Department of Local Government, Sport & Cultural Industries requires a response from the City of Albany on the priority ranking order by 29 September 2017.

<b>Consulted References</b>	:	<ul style="list-style-type: none"> <li>• CPSP Framework and Capital Seed Funding for Sporting Groups Policy</li> <li>• Community Sport and Recreation Facilities Small Grant Funding Policy</li> </ul>
<b>File Number (Name of Ward)</b>	:	(All Wards)
<b>Previous Reference</b>	:	Nil

**CCCS059: ELECTED MEMBER ATTENDANCE AT INTERSTATE CONFERENCE – NATIONAL MAINSTREET AUSTRALIA CONFERENCE IN MELBOURNE ON THE 25-27 OCTOBER 2017**

**Proponent** : City of Albany  
**Reference** : <https://www.mainstreetaustralia.org.au/events/national-mainstreet-conference/>  
**Report prepared by** : Manager Governance & Risk (S Jamieson)  
**Responsible Officer(s):** : Chief Executive Officer (A Sharpe)

**Responsible Officer's Signature:**



**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan & Corporate Business Plan:
  - a. **Key Theme:** 5. Civic Leadership
  - b. **Strategic Objective:** 5.3. To engage effectively with our community.
  - c. **Strategic Initiatives:** 5.3.2. Increased interaction between councillors and the community.

**In Brief:**

- Endorse elected member attendance at the Australian Local Government Association's National General Assembly in Canberra in June 2017.

**RECOMMENDATION**

**CCCS059: RESPONSIBLE OFFICER RECOMMENDATION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT Council ENDORSE the attendance of the Mayor and the following Councillors at the National Mainstreet Australia Conference in Melbourne on the 25-27 October 2017:**

- (1) Councillor Stocks; and**
- (2) Councillor Shanhun.**

**BACKGROUND**

2. Mainstreet Australia provides a collaborative force and voice for traditional retail strips.
3. This year's conference will shine the spotlight on people, connections and communities and making great places to live, work, play and visit. From those who lead, plan and develop right through to those who activate, program and manage, this event will focus on how innovation, collaboration and strong leadership helps to advance and transform our places into vibrant, liveable centres. The introduction of new social and digital infrastructure, visionary urban design, creative economic development initiatives and innovative technology is changing how we live, work and play.
4. **Program:**
5. High profile keynote speakers from US, Europe and Asia Pacific:
  - Over 50 diverse and interactive presentations;
  - Workshops and keynote panel session;

- Special interest group session;
- Melbourne walking tours and field trips;
- Trade exhibition; and
- Visit supplier stands featuring the latest industry products.

6. **Field Trips:**

7. On the Geelong Field Trip you will see and hear how Geelong is bringing new people, new ideas and new opportunities to the city with projects including the Geelong waterfront and The Carousel and the laneway and cultural precincts.
8. Darebin's evening field trip is not to be missed, discover Northcote's buzzing music scene and enjoy delicious offerings from Melbourne's first permanent food truck park.
9. Take a guided tram to a Melbourne institution, for over 130 years the Queen Victoria Markets have been a part of the cities culture and now it is the largest single market renewal project in the world. Hear how this \$250m investment will preserve the history and culture of this iconic open air market.

**DISCUSSION**

10. **Justification:**

- a. Mayor, Councillors and Staff have attend in previous years and provided very positive feedback from attending.
  - b. The calibre of listed speakers, content and case studies, presents this as one of the best conferences in Australia, centred around urban design, place management, economic development, future trends and innovation – all of these things relevant to the work we are doing here at the City.
  - c. The City of Albany won the National Major Category for Local Government Award in 2016.
11. In accordance section 2.8 of the *Local Government Act 1995*, it is the Mayor's role to speak on behalf of the City of Albany.
  12. This report is presented in accordance with Council's *Travel and Representation Policy position, being in part:*

***“Travel outside of Western Australia***

*2. Councillors may attend City Representation events held outside WA and overseas during their term of office upon the following conditions:*

*a. The travel falls within the definitions for conference, professional development or delegation;*

*b. An item has been presented to Council specifying:*

*(i) the benefit to the City of the attendance at the conference, professional development or delegation;*

*(ii) whether, if applicable, there is a necessity to send more than one councillor; and*

*(iii) whether the information to be discussed at the conference or professional development can be sourced from within Western Australia.*

*3. Approval has been granted by Council resolution;*

*4. There is sufficient budget allocation for the councillors' travel.”*

13. This report has been presented for the endorsement and approval of Council.

**GOVERNMENT & PUBLIC CONSULTATION**

14. Nil

**STATUTORY IMPLICATIONS**

15. Nil

## POLICY IMPLICATIONS

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

## RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Reputation</b> - Lack of engagement with the local government sector	Likely	Moderate	High	Support attendance.
<b>Reputation</b> – Lack of support for Albany business community who would expect the City to maximise opportunities to access innovation, collaboration and leadership opportunities.	Likely	Moderate	High	Support attendance.
<b>Opportunity:</b> Attendance at the conference will raise the profile of Albany.				

## FINANCIAL IMPLICATIONS

18. Funding is allocated in the current budget for elected members to attend training and conferences. The following costs are within the existing budget allocation.

19. The cost per elected member to attend the Mainstreet Conference is estimated to be **\$3305**, which will cover:

- a. Return Flights from Albany: **\$1080**. Includes Albany to Perth and Perth to Melbourne return.
- b. Accommodation: Wednesday 25 October through to Saturday 28 October 2017: **\$810**
- c. Registration: **(\$1, 155)** per person.
- d. Meals allowances: **\$260** as per Travel Expense Claim Form (\$65 per day)

## LEGAL IMPLICATIONS

20. Nil.

## ENVIRONMENTAL CONSIDERATIONS

21. Nil.

## ALTERNATE OPTIONS

22. Nil.

## SUMMARY CONCLUSION

23. It is recommended that the attendance be approved.

<b>Consulted References</b>	:	<ul style="list-style-type: none"> <li>• Local Government Act 1995</li> <li>• Council Policy: Travel and Representation Policy</li> </ul>
<b>File Number (Name of Ward)</b>	:	(All Wards)
<b>Previous Reference</b>	:	Nil

**DIS044: C17020 PROVISION OF PLUMBING SERVICES**

**Proponent / Owner** : City of Albany  
**Attachments** : Confidential Briefing Note  
**Report Prepared By** : Depot Administration Coordinator (T Rogister)  
**Responsible Officers:** : Executive Director Works and Services (M Thomson)

**Responsible Officer's Signature:**



*It is recommended that if discussion is required in regards to details contained within the Confidential Briefing Note, that the matters are discussed behind closed doors, in accordance with section 5.23(2)(c) & (e)(ii) of the Local Government Act 1995, being: a contract which may be entered into and information that has commercial value.*

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014 - 2018:
  - a. **Key Theme:** 2. Clean, Green and Sustainable
  - b. **Strategic Objectives:** 2.2 To maintain and renew city assets in a sustainable manner.
  - c. **Strategy:** Not applicable

**In Brief:**

- Council approval is sought to accept tendered rates for Contract C17020 – Provision of Plumbing Services for an initial two (2) year period, from 1 October 2017 or date of award (whichever occurs latest) until 30 September 2019, with an option for a further one (1) year period by mutual agreement.
- The tender from Albany Plumbing and Gas is considered the most advantageous to Council.

**RECOMMENDATION**

**DIS044: COMMITTEE RECOMMENDATION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT Council ACCEPT the tender from Albany Plumbing and Gas and award contract C17020 Provision of Plumbing Services until 30 September 2019 with an option to extend for a further 12 months.**

DIS044: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR GOODE  
SECONDED: COUNCILLOR DOWLING

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 9-0

DIS044: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council ACCEPT the tender from Albany Plumbing and Gas and award contract C17020 Provision of Plumbing Services until 30 September 2019 with an option to extend for a further 12 months.

**BACKGROUND**

2. The City’s current contract with Amphibian Plumbing Services is due to expire on 30 September 2017. It is necessary to establish a new contract for the provision of plumbing services.
3. Tenders were called for the provision of plumbing services from 1 October 2017 or date of award (whichever occurs latest) until 30 September 2019, with an option to extend for a further one (1) year.
4. The tender is for all work (up to the value of \$10,000.00 for any single project) necessary to provide reactive and/or preventative plumbing services for City assets. The Albany Leisure and Aquatic Centre, Western Oval Pavilion and the Centennial Football Stadium are the assets effected by the preventative maintenance programme.

**DISCUSSION**

5. A total of fourteen (14) tender documents were issued by the City of Albany.
6. Six (6) completed tender documents were submitted on/before the advertised closing date and time. The following table summarises the tender submissions and overall evaluation scores applicable to each submission.
7. The tenders were evaluated using the weighted attributes methodology. This method scores the evaluation criteria and weighs their importance to determine an overall points score for each tender. The criteria are tabled below:

<b>Criteria</b>	<b>% Weighting</b>
Cost	30%
Relevant Experience	30%
Key Personnel Skills and Experience	10%
Tenderer’s Resources	10%
Demonstrated Understanding	15%
Corporate Social Responsibility	5%
<b>Total</b>	<b>100%</b>

8. The following table summarises the tenders and overall evaluation scores applicable to each submission:

<b>Tender</b>	<b>Total Evaluation Score</b>
Albany Plumbing and Gas	786.06
Tenderer B	732.64
Tenderer C	674.51
Tenderer D	602.21
Tenderer E	507.83
Tenderer F	46.11

**GOVERNMENT & PUBLIC CONSULTATION**

9. A request for tenders was published in the West Australian on 19 July 2017 and the Albany Weekender on 20 July 2017. The tender closed at 2pm on the 3 August 2017.

**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 \$150,000.
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. The City of Albany Tender Policy and Regional Price Preference Policy are applicable to this item.
14. The value of this tender is expected to be in excess of \$500,000 and therefore Council approval is required as this exceeds the CEO's delegation.

**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Business Interruption</b> <i>Non-compliance with contract or business failure resulting in asset failure</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods and services.</i>
<b>People Health and Safety</b> <i>Increased risk of public health due to inadequate response times to asset failure</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Only tenders from reputable companies who have the required certification considered.</i>

**FINANCIAL IMPLICATIONS**

16. The Cost (weighted 30%) was calculated by averaging the Cost Score for both the Hourly Rate (Schedule of Rates) and the Preventative Maintenance (Lump Sum).
17. The cost per job will be included in the specific budget line item.

**LEGAL IMPLICATIONS**

18. Nil.

**ENVIRONMENTAL CONSIDERATIONS**

19. Nil.

**ALTERNATE OPTIONS**

20. Council can accept or reject tenders as submitted.

**CONCLUSION**

21. On reviewing the submissions, the evaluation team assessed Albany Plumbing and Gas as being the most suitable tenderer across the evaluation criteria in terms of cost, relevant experience, key personnel skills and experience, tenderer's resources, demonstrated understanding, and corporate and social responsibility.

<b>Consulted References</b>	:	<ul style="list-style-type: none"><li>• Local Government (Functions and General) Regulations 1995</li><li>• Council Policy – Purchasing (Tenders &amp; Quotes)</li><li>• Council Policy – Buy Local (Regional Price Preference)</li></ul>
<b>File Number (Name of Ward)</b>	:	C17020
<b>Previous Reference</b>	:	Nil

**DIS045: FRENCHMAN BAY HERITAGE TRAIL – FEASIBILITY STUDY**

<b>Land Description</b>	: City of Albany Managed Reserve 21337 City of Albany Managed Reserve 26221
<b>Proponent / Owner</b>	: City of Albany (Land vested in the care and control of the City of Albany)
<b>Attachments</b>	: Attachment A: Proposed Frenchman Bay Heritage Trail Feasibility Study – H+H Architects (September 2015) Attachment B: Revised trail map (May 2016) Attachment C: Trail & dam sketch (June 2016)
<b>Report Prepared By</b>	: Reserves Officer (A Tucker)
<b>Responsible Officers:</b>	: Executive Director Works & Services (M Thomson)

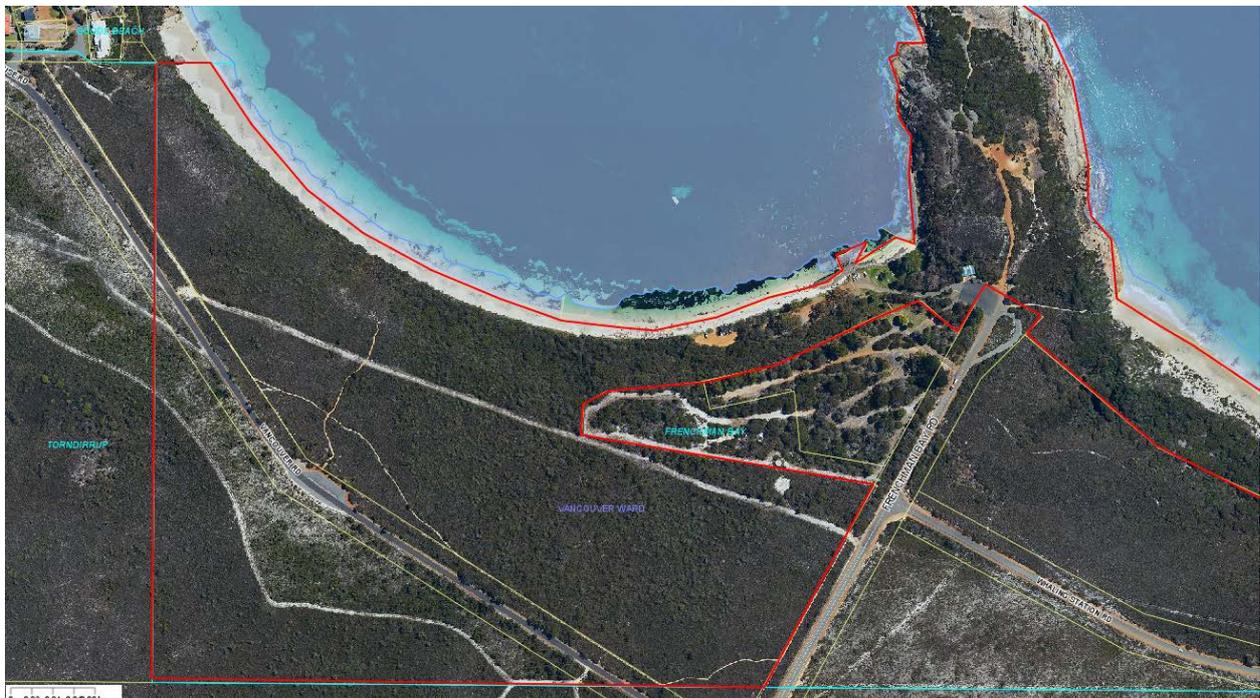
**Responsible Officer's Signature:**



**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014 - 2018:-
  - a. **Key Theme:**
    - 2 – Clean, Green & Sustainable and 5 – Civic Leadership.
  - b. **Strategic Objectives:**
    - 2.1 - To protect and enhance our natural environment and
  - c. **Strategy:**
    - 2.1.3 – Sustainably protect and enhance our iconic coastline and reserves.

**Maps and Diagrams:**



**Reserve 21337 – off Vancouver Road, Goode Beach**

**In Brief:**

- Council consideration and approval is sought for the feasibility study and associated concept plans for Frenchman Bay Heritage Trail which will guide future development and improvements in the area, based on funding availability.

**RECOMMENDATION**

**DIS045: COMMITTEE RECOMMENDATION  
VOTING REQUIREMEN: SIMPLE MAJORITY**

**THAT consideration of DIS045: Frenchman Bay Heritage Trail-Feasibility Study be DEFERRED to the October 2017 Development and Infrastructure Committee meeting, in order to clarify with the Frenchman Bay Association the public consultation process undertaken as part of the Feasibility Study.**

DIS045: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR GOODE  
SECONDED: COUNCILLOR DOWLING

THAT consideration of DIS045: Frenchman Bay Heritage Trail-Feasibility Study be DEFERRED to the October 2017 Development and Infrastructure Committee meeting, in order to clarify with the Frenchman Bay Association the public consultation process undertaken as part of the Feasibility Study.

CARRIED 7-2

**Record of Vote**

Against the Motion: Councillors Smith and Mulcahy.

DIS045: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

1. APPROVE the Frenchman Bay Heritage Trail feasibility study and concept plan.
2. NOTE that the City of Albany supports the Frenchman Bay Association in their efforts to secure funding for the Frenchman Bay Heritage Trail.

**BACKGROUND**

2. The Frenchman Bay Heritage Trail is a project driven by the Frenchman Bay Association (FBA) which has been working on improving the trails within the area since 2015.
3. The feasibility study makes recommendations for \$380,000 of upgrades to improve and create a loop trail that showcases the spectacular coastline of Goode Beach.
4. This proposed trail is not included in the approved City of Albany Trails Hub Strategy 2015 – 2025 as there are a number of other priority projects in the vicinity within Torndirup National Park and Discovery Bay.
5. Council consideration and approval is sought for the Frenchman Bay Heritage Trail feasibility study and concept plan which will guide future trail development in the reserve depending on funding availability.

## **DISCUSSION**

6. A feasibility study has been developed by H+H Architects on behalf of the FBA. This study was developed in close consultation with City Reserves staff and local Noongar Elders.
7. The objective of the document is to establish a plan for a loop trail and associated interpretative signage that acknowledges the Noongar and European cultural heritage of the area. The plan identifies a total of 11 interpretative nodes along the trail and the background information for these have been researched and included in the plan.
8. An indicative cost estimate for the full project is \$380,000. Funding would need to come from a number of external grants if the project is to proceed. Given that the project is not a priority in the Trails Hub Strategy, it is not proposed that the City contribute to the project at this stage, and the City would need guide any funding submissions made, so as to not compete with existing City priorities.
9. The proposed trail has been developed as a standalone attraction and there may be potential to expand in the future (to Discovery Bay and Bald Head Island walk to the east and to Little Grove and the City centre to the west) to become a valuable section of a larger trail hub within the City. At this stage, the proposal is considered a worthwhile local community project however it is not considered a strategic priority.
10. The loop trail was initially proposed to pass in front of Lots 1 and 2 Frenchman Bay Road. However, since the completion of the report in September 2015, various meetings between the private property owners and FBA have not been successful in obtaining approval for public access through the property.
11. As a result of this, a revised map was submitted by the FBA in June 2016. This revised trail includes stairs down onto the beach from the Vancouver dam as a backup plan if access through Lots 1 and 2 cannot be successfully negotiated prior to construction.
12. Having an adopted feasibility study for the reserve will enable the FBA to apply for external funding opportunities in consultation with the for the construction of the trail.

## **GOVERNMENT & PUBLIC CONSULTATION**

13. The study authors consulted with a number of stakeholders during the planning of the trail to ascertain their views on the type, location and potential impact of the trail. The organisations consulted include Albany Historical Society, Albany Museum, Department of Water, Department of Parks and Wildlife, Discovery Bay, Great Southern Development Commission, South Coast Natural Resource Management, Kinjarling Trail Project Committee and the City of Albany.
14. A site visit and walkover was held with two local Noongar Elders in early 2016 to discuss the plan. At this site visit, a number of concerns were raised about the underground water source that feeds the natural spring.
15. As a result of these concerns, the initial plan was amended and a new map showing the works around the spring and dam were altered. This amended plan was then presented to the Noongar Consultative Committee on 10 August 2017.
16. The committee supported the amended plan and the project, and noted that a formal heritage survey would be required as the next step prior to any onground works. A detailed archaeological survey of Noongar heritage has been included as a specific step in the feasibility study.

## **STATUTORY IMPLICATIONS**

17. Voting requirement for this item is SIMPLE MAJORITY.

## **POLICY IMPLICATIONS**

18. There are no policy implications for this matter.

## RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Organisational Operations.</b> <i>Infrastructure not planned and built in a co-ordinated way.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Council prioritises and implements works in accordance with current priorities.</i>
<b>Finance.</b> <i>Funding opportunities missed due to lack of planning.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Council adopt the feasibility study.</i>

## FINANCIAL IMPLICATIONS

20. The construction of the trail and associated infrastructure will be funded through external funding bodies as opportunities arise. It is not proposed that City funds be directed to this project due to other priorities in the Trails Hub Strategy.
21. Once constructed, ongoing costs for maintenance and renewal will be the responsibility of the City of Albany and will be funded through the Reserves maintenance budget.

## LEGAL IMPLICATIONS

22. There are no legal implications relevant to this item. All actions will be consistent with legislative requirements.

## ENVIRONMENTAL CONSIDERATIONS

23. As a part of the feasibility study, Aurora Environmental undertook an initial environmental impact study of the area. They found four (4) potential threats that require further consideration prior to construction. These potential threats were spread of dieback, erosion, disturbance to rare and endangered flora, and fire.
24. All of above threats can be suitably mitigated as part of final trail design.
25. Prior to construction, all onground works will be referred to the City Reserves officers to ensure all appropriate approvals and permits are in place and there are no outstanding environmental issues.

## ALTERNATE OPTIONS

26. Council may choose not to approve the Frenchman Bay Heritage Trail Feasibility Study and therefore the project will not proceed. Council may wish for plans to be altered or amended and represented to Council at a future time.

## CONCLUSION

27. Frenchman Bay Heritage Trail feasibility study and concept plan is considered a worthwhile local community project which is currently not featured in the City of Albany Trails Hub Strategy.
28. This report recommends that the study be approved, allowing the Frenchman Bay Association further progress the project, and explore avenues for funding in consultation with the City of Albany.

<b>Consulted References</b>	:	Nil
<b>File Number (Name of Ward)</b>	:	Vancouver Ward
<b>Previous Reference</b>	:	Nil

**DIS046: INDUSTRY – EXTRACTIVE (GRAVEL), LOT 56, BON ACCORD ROAD, KALGAN**

**Land Description** : Lot 56, Bon Accord Road, Kalgan.  
**Proponent** : Gary Howie  
**Owner** : Gary Howie  
**Business Entity Name** : N/A  
**Directors** : N/A  
**Attachments** : 1. Site Plan  
2. Environmental Assessment Report and Operations Plan  
3. Summary of Submissions  
**Supplementary Information & Councillor Workstation:** : Copy of submissions  
**Report Prepared by** : Planning Officer (J Anderson)  
**Responsible Officer** : Director Development Services (P Camins)

**Responsible Officer's Signature:**



**STRATEGIC IMPLICATIONS**

1. Council is required to exercise its quasi-judicial function in this matter.
2. When exercising its discretion in relation to planning matters, the pertinent strategic document is the *Albany Local Planning Strategy*.
3. The proposal is consistent with the strategic directions identified in the *Albany Local Planning Strategy*.

**Maps and Diagrams:**



*\* During the assessment of this application, a number of Government agencies have had name changes. In order to avoid confusion, all Government Departments will be referred to as they were at the time of consultation.*

**In Brief:**

- Council is asked to consider an application for development approval for an Industry – Extractive (Gravel), at Lot 56 Bon Accord Road, Kalgan.
- The application was advertised for public comment and referred to surrounding landowners.
- Ninety one submissions have been received within the submission period, with two in support of the proposal and eighty nine either raising concerns or objecting. The concerns or objections relate primarily to the potential impacts from traffic, safety of road users, current conditions of the road, proximity to residential area, impact on amenity and lifestyles of surrounding residents, health and safety of residents, noise, vibrations, dust and other emissions, visual amenity, contamination of drinking water, environmental concerns (adjoining reserve, dieback, weeds, threatened flora and fauna, water run-off and impact on waterways (acid sulphate soils), clearing of vegetation, mosquito spread, future agricultural uses being impacted, impact on adjoining land uses, property value, Aboriginal Heritage, compliance, inaccurate information and life of pit and the proposal exceeding the five years.
- Due to the nature of the objections, the application is being referred to Council for determination.
- Staff recommend that Council approve the proposed development, subject to conditions, which are considered to mitigate the concerns raised through the public advertising process.

**RECOMMENDATION**

**DIS046: COMMITTEE RECOMMENDATION (AMENDED OFFICER RECOMMENDATION)  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT Council RESOLVES to ISSUE a notice of determination granting development approval with conditions for Industry – Extractive (Gravel) at Lot 56, Bon Accord Road, King River.**

**Conditions:**

- 1. This consent is valid until 01/10/2022, after which an application for renewal will be required to be lodged with the City of Albany.**
- 2. All development shall occur in accordance with the stamped, approved plans referenced PXXXXXXX and dated XX XXXXX 201X, unless varied by a condition of approval or a minor amendment, to the satisfaction of the City of Albany.**
- 3. A refundable bond/bank guarantee of \$3000.00 per hectare shall be lodged with the City of Albany for remediation work if required.**
- 4. Access shall be in accordance with the plan hereby approved and subject to Main Roads WA approval. No direct access to or from the site by heavy vehicles associated with the extractive operation is permitted via Bon Accord Road.**
- 5. The applicant shall liaise with Main Roads WA to establish a Memorandum of Understanding, to the satisfaction of Main Roads WA and the City of Albany.**

**Advice:**

- a. A Memorandum of Understanding is signed between the landowner and Main Roads with respect to the length of time of use and the volume and type of trucking entering and leaving the site to the satisfaction of Main Roads WA.**



- 21. All extraction, crushing and screening operations shall be conducted throughout the months of May to October.**
- 22. No remnant vegetation shall be removed as part of this extraction operation, without the prior approval of the Department of Environment Regulation.**
- 23. Compliance with the relevant clauses and provisions of the City of Albany Local Laws relating to the Extractive Industries.**
- 24. Any off site fill must be clean soil, free of weed material or of non-contaminated inert type 1 waste (as defined by Landfill Waste Classification and Waste Definition 2009).**
- 25. Development is required to comply with all relevant Health Regulations, in particular, regards should be paid to dust management and noise regulations.**
- 26. Prevention of dust and sand blowing causing a nuisance to adjoining landowners, by the installation of sprinklers, utilisation of water tankers, mulching, or by the adoption and implementation of any other suitable land management system in accordance with the Department of Environmental Protection's Dust Control Guidelines and the City of Albany Prevention and Abatement of Sand Drift Local Law 2000.**
- 27. The development hereby approved shall not prejudicially affect the amenity of the neighbourhood by, but not limited to, the emission of noise, vibration, smell, smoke or dust.**
- 28. The subject land is in a region that experiences significant problems with nuisance and disease carrying mosquitoes. The design, construction and maintenance of this development are to be completed so as to ensure that no additional mosquito breeding sites are produced to the satisfaction of the City of Albany Environmental Health Team.**
- 29. No blasting of material is permitted as part of extraction operations.**
- 30. The Aboriginal Heritage Directorate (AHD) of the Department of Planning Lands and Heritage advises developers to undertake due diligence using the Aboriginal Heritage Due Diligence Guidelines to assess the risk of the proposal in regards to Aboriginal heritage.**

DIS046: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR MULCAHY  
SECONDED: COUNCILLOR STOCKS

THAT the Responsible Officer Recommendation be ADOPTED, with the following amendments:

1. Notations for Conditions 4, 10, 14, 21 & 30 to be removed; and
2. Condition 22 be deleted.

CARRIED 9-0

Elected Members requested that a minor amendment be made to the Responsible Officer Recommendation as follows:

1. Notations for Conditions 4, 10, 14, 21 & 30 to be removed; and
2. Condition 22 be deleted.

**DIS046: RESPONSIBLE OFFICER RECOMMENDATION**

THAT Council RESOLVES to ISSUE a notice of determination granting development approval with conditions for Industry – Extractive (Gravel) at Lot 56, Bon Accord Road, King River.

Conditions:

1. This consent is valid until 01/10/2022, after which an application for renewal will be required to be lodged with the City of Albany.
2. All development shall occur in accordance with the stamped, approved plans referenced PXXXXXXX and dated XX XXXXX 201X, unless varied by a condition of approval or a minor amendment, to the satisfaction of the City of Albany.
3. A refundable bond/bank guarantee of \$3000.00 per hectare shall be lodged with the City of Albany for remediation work if required.
4. Access shall be in accordance with the plan hereby approved and subject to Main Roads WA approval. No direct access to or from the site by heavy vehicles associated with the extractive operation is permitted via Bon Accord Road, unless otherwise agreed in writing by the City of Albany.
5. The applicant shall liaise with Main Roads WA to establish a Memorandum of Understanding, to the satisfaction of Main Roads WA and the City of Albany.

Advice:

- a. A Memorandum of Understanding is signed between the landowner and Main Roads with respect to the length of time of use and the volume and type of trucking entering and leaving the site to the satisfaction of Main Roads WA.
  - b. A suitable bond is posted by the land owner to cover the future cost of the removal of the driveway and the reinstatement of the road reserve.
  - c. A maintenance agreement to prevent transport of clay, gravel or sand onto the road surface of South Coast Highway is signed by the land owner to the satisfaction of Main Roads WA
  - d. The design and location of the access crossover, including gate set back and gate type is approved by Main Roads
  - e. All other vehicular access to Lot 56, excluding trucks employed in extraction of gravel, shall utilise the existing access on Bon Accord Road.
6. The proponent shall liaise with Main Roads and the Noongar community in regards to the exact details of internal access.
  7. Any extraordinary damage to roads within the City of Albany, directly related and proven to be caused by the extraction operations shall be rectified at the full cost of the applicant.
  8. The operation of the extraction areas shall be contained within the area nominated on the stamped, approved plans.
  9. The extraction area shall be setback a minimum of 20 metres from the eastern boundary.
  10. Only one hectare of the extraction area identified on the stamped, approved plans shall be opened at any one time, unless otherwise agreed in writing by the City of Albany.
  11. The site shall be suitably rehabilitated and re-contoured on a per hectare basis (prior to the next extractive process), including re-battering of banks and reseeded and stabilising of former extraction areas.
  12. A minimum of 150mm of top soil shall be left above any hard surface (i.e. clay/gravel) unless a lesser amount is approved by the Director Works and Services.

13. Top soil to a depth of 150mm, unless otherwise approved by the Director Works and Services, shall be removed from the extraction areas and stored on-site for use in later rehabilitation works.
14. Operation of the extraction areas shall be restricted to the hours of 7.00am – 6.00pm Monday to Friday, with no operation permitted on Saturdays, Sundays or Public Holidays, unless otherwise agreed in writing by the City of Albany.
15. All Management Plans shall be implemented to the satisfaction of the City of Albany.
16. Topsoil bunds shall be established around the permitted extraction areas to aid in screening.
17. The extraction areas shall be suitably drained, with no direct discharge from the extraction area to any watercourse, without the prior approval of the Department of Water.
18. Cut-off drains surrounding the extraction area shall be constructed to the satisfaction of the City of Albany.
19. In relation to weed management, control (spray) or remove all weed infestations (including Gorse) from around the extraction pit and ensure vehicles are brushed/washed down prior to entering the pit if they have been at a site affected by weeds, to avoid introducing weeds to the pit area.
20. The basic raw material source from this pit may contain Phytophthora dieback disease and should be used with due caution in areas where susceptible plant species and vegetation occur, in particular, locations where threatened flora are known to occur and roads that are promoted as “flora roads”.
21. All extraction, crushing and screening operations shall be conducted throughout the months of May to October, unless otherwise approved in writing by the City of Albany.
22. Topsoil shall be used to create earth bunds to screen the extraction area
23. No remnant vegetation shall be removed as part of this extraction operation, without the prior approval of the Department of Environment Regulation.
24. Compliance with the relevant clauses and provisions of the City of Albany Local Laws relating to the Extractive Industries.
25. Any off site fill must be clean soil, free of weed material or of non-contaminated inert type 1 waste (as defined by Landfill Waste Classification and Waste Definition 2009).
26. Development is required to comply with all relevant Health Regulations, in particular, regards should be paid to dust management and noise regulations.
27. Prevention of dust and sand blowing causing a nuisance to adjoining landowners, by the installation of sprinklers, utilisation of water tankers, mulching, or by the adoption and implementation of any other suitable land management system in accordance with the Department of Environmental Protection’s Dust Control Guidelines and the City of Albany Prevention and Abatement of Sand Drift Local Law 2000.
28. The development hereby approved shall not prejudicially affect the amenity of the neighbourhood by, but not limited to, the emission of noise, vibration, smell, smoke or dust.
29. The subject land is in a region that experiences significant problems with nuisance and disease carrying mosquitoes. The design, construction and maintenance of this development are to be completed so as to ensure that no additional mosquito breeding sites are produced to the satisfaction of the City of Albany Environmental Health Team.
30. No blasting of material is permitted as part of extraction operations, unless a separate written approval has been obtained from the City of Albany.
31. The Aboriginal Heritage Directorate (AHD) of the Department of Planning Lands and Heritage advises developers to undertake due diligence using the Aboriginal Heritage Due Diligence Guidelines to assess the risk of the proposal in regards to Aboriginal heritage.

**BACKGROUND**

1. *Local Planning Scheme No. 1* was gazetted on 28 April 2014 and consists of the Scheme Text and the Scheme Maps. The Scheme divides the Local Government district into zones to identify areas for particular uses and identifies land reserved for public purposes. Most importantly, the Scheme controls the types of uses and development allowed in different zones. There are particular controls included for heritage and special control areas. The Scheme Text also sets out the requirements for planning approval, enforcement of the Scheme provisions and non-conforming uses.
2. The subject lot lies to the northern side of Bon Accord Road, approximately 15km north-east of the Albany City centre. The lot has an area of approximately 56.56 hectares and is zoned 'General Agriculture' under City of Albany *Local Planning Scheme No. 1*.
3. The lot is adjoined by 'Reserve' and 'General Agriculture' lots to the east and west. A 'Rural Residential' area lies to the south, on the opposite side of Bon Accord Road.
4. The application was advertised for public comment for a period of 21 days. Nearby landowners were directly notified by letter, a site notice was placed on site and a copy of the proposal was placed on the City of Albany's website. In addition to this, staff prepared and circulated a fact sheet summarising the proposal to surrounding landowners. A total of ninety one submissions were received, with two in support and eighty nine either raising concerns or objecting to the proposal.
5. While ninety one submissions have been received, seventy eight of these are considered unique submissions, as a number of these are considered pro forma or template based.
6. Council is now requested to consider the submissions received during the public advertising period and determine whether to grant development approval.

## DISCUSSION

7. The subject lot is currently under pasture.
8. The applicant proposes to extract gravel from a cleared area of 10.93 hectares (original application as advertised was for 17.14 hectares) to enable the land to be better used for general agricultural purposes.
9. The proponents have provided the following (summarised) outline of how the proposed extractive industry will operate:
  - The proposed 10.93 hectares (originally 17.14 hectares) is divided into seven stages with each stage varying from 0.94 hectares to 2.37 hectares in area;
  - The applicant proposes to extract from one stage at a time, with a maximum of one to two and a half hectares exposed/operated at any given time;
  - The topsoil is proposed to be stripped to a depth of approximately 100-150 millimetres and stockpiled along the edge of the extraction area to create a bund that would screen the extraction area from sight. At the end of each stage, it is proposed that the land would be re-contoured and topsoil respread prior to opening the new stage;
  - The applicant proposes to progressively rehabilitate the site back to pasture upon the completion of each stage by re-contouring the land and re-spreading the topsoil. It is anticipated that there is enough seed bank within the topsoil for the pasture to regenerate during the growing/wetter months. The re-contouring and re-spreading of topsoil will be undertaken prior to the commencement of a new stage;
  - The gravel would be extracted to a maximum depth of approximately 700 millimetres below natural ground level;
  - It is proposed that all extraction, crushing and screening operations would be conducted throughout the months of May to October, resulting in better crushing and screening efficiency, and aiding in the mitigation of noise and dust;
  - Operation times would be restricted to between 7.00am and 6.00pm Mondays to Fridays only, not including Public Holidays;

- The applicant anticipates that an average of 10,000 tonnes would be extracted per year, however this would be dependent on demand, and could potentially increase to 15,000 tonnes during peak times;
  - Truck movements are also dependent on demand. However, it is anticipated that the maximum truck movements per day would be up to 30 for up to two weeks at a time, with the average being two per day;
  - The applicant initially proposed that truck movements would be via Bon Accord Road. However, Main Roads have since agreed to allow access directly onto South Coast Highway, subject to conditions;
  - The closest dwelling to the west was proposed to be 94 metres from the nominated stage 1 extraction area. This setback has since been increased to 200 metres to meet the *City of Albany Mining and Extractive Industries Policy*;
  - The closest dwelling to the south of Bon Accord Road was proposed to be 293 metres from the nominated extraction area. Although this exceeds the required 200 metre buffer within the *City of Albany Mining and Extractive Industries Policy*, the applicant has since revised the plan and increased this to 500 metres thereby changing the advertised 17.14 hectares to 10.93 hectares ;
  - A revised site plan has been received showing the revised setbacks and access and extraction area; and
  - It is proposed that the life of the pit would be approximately five years. Should the resource not be exhausted within this time, further extraction would be subject to a new application.
10. The application is generally consistent with the City of Albany *Extractive Industry and Mining* local planning policy. Compliance with the policy is discussed in paragraph 123 below.
11. A total of ninety two submissions were received from members of the public during the advertising period, two which supported the proposal, and ninety which either raised concerns or objected.
12. The concerns or objections relate primarily to the following:
- Potential impacts from traffic;
  - Safety of road users;
  - Current conditions of road;
  - Proximity to residential area;
  - Impact on amenity and lifestyles of surrounding residents;
  - Health and safety of residents;
  - Noise, vibrations, dust and other emissions;
  - Visual amenity;
  - Contamination of drinking water;
  - Environmental concerns (adjoining reserve, dieback, weeds, threatened flora and fauna, water run-off and impact on waterways (acid sulphate soils);
  - Clearing of vegetation;
  - Mosquito spread;
  - Future agricultural uses being impacted;
  - Impact on adjoining land uses;
  - Property value;
  - Aboriginal / European Heritage;
  - Compliance;
  - Inaccurate information;
  - Life of pit and the proposal exceeding the five years;
  - Non-compliance with the City of Albany's Community Strategic Plan and Albany's Transport Network Strategy; and
  - Common Law – nuisance and negligence;

13. The proponents have submitted an Environmental Assessment Report, along with a Weed Management, Dieback and General Hygiene, Acid Sulphate Soil, Surface Water and Drainage, Bushfire Risks, Dust, Noise, Rehabilitation Seed Stock, and Topsoil Management Plans in support of the application.
14. The main concerns raised during the submission period and the proposed mitigation measures will be broadly addressed via the headings below.

**Safety of road users due to the increase in vehicle movements combined with the existing road conditions of Bon Accord / Prideaux Roads**

15. A number of submissions have raised concerns regarding the number of truck movements and the proposed use of Bon Accord / Prideaux Road as a haulage route. The specific concerns in relation to this issue primarily relate to the safety of other road users (vehicular and non-vehicular) due to the increase in heavy vehicles, width and conditions of Bon Accord / Prideaux Roads, poor visibility, proximity of proposed access to residential access points, safety concerns due to being a school bus route (children walking to bus stop), location of proposed access being dangerous, spillage onto roads resulting in slippage, trucks speeding, wear and tear of the road, ongoing maintenance and truck numbers not being monitored or enforced.
16. The proponents have stated that the estimated number of truck movements would vary between two to thirty per day, dependant on demand. In terms of vehicle numbers, it is often the case with extractive industries that vehicle movements are seasonal and vary according to construction demand.
17. The proposal initially stated that vehicle movements would travel from Bon Accord Road west towards Chester Pass Road. Chester Pass Road is a designated Priority Heavy Freight Route under the Main Roads WA Road Hierarchy and is used daily by heavy vehicles, up to and including 36.5 metre long road trains.
18. Although the proponent had not proposed to use Prideaux Road, a number of the submissions requested that the City of Albany apply a planning condition to any approval to prohibit trucks from using Bon Accord Road to travel east towards the Lower King and Kalgan localities.
19. In terms of restricting the use of Bon Accord Road, the City of Albany does not have the statutory authority to control the direction of vehicles which are classified as 'as of right' vehicles by Main Roads WA. An 'as of right' vehicle is defined as any vehicle that is not a Restricted Access Vehicle. Rigid trucks and semi-trailers are not classed as Restricted Access Vehicles and do not require any permits or exemptions from regulatory requirements.
20. In relation to the concern raised in regards to speeding trucks, all vehicles are subject to adhering to the designated road rules and this is therefore not a planning consideration.
21. The potential for conflict between trucks and school buses was also raised as a concern. The proposal was referred to the Public Transport Authority who had no objections to the proposal. In order to mitigate the issue, it is common practice to apply a condition requiring extractive industry operators to liaise with school bus operators to commence a dialogue and establish a schedule to avoid potential conflict.
22. Bon Accord Road was initially proposed as the haulage route due to a restrictive covenant preventing vehicular access directly onto South Coast Highway. The City has met with Main Roads WA who have since revised their initial advice, and have now agreed to grant temporary access directly onto South Coast Highway subject to the following conditions.
  - A Memorandum of Understanding is signed between the landowner and Main Roads with respect to length of time of use and, the volume and type of trucking entering and leaving the site.
  - A suitable bond is posted by the land owner to cover the future cost of the removal of the driveway and the reinstatement of the road reserve.

- A maintenance agreement to prevent transport of clay, gravel or sand onto the road surface of South Coast Highway is signed by the land owner
  - The design and location of the access crossover, including gate set back and gate type is approved by Main Roads
  - All other vehicular access to Lot 56, excluding trucks employed in extraction of gravel, shall utilise the existing access on Bon Accord Road.
23. It is considered that direct access onto South Coast Highway mitigates all concerns raised in relation to Bon Accord Road being the primary access. Therefore, officers recommend that a condition be applied to any approval which restricts heavy vehicles associated with the extractive operation having direct access from the site onto Bon Accord Road.
24. Officers recommend that advice requiring the proponent to rectify any damage to South Coast Highway or other roads within the City of Albany should also be applied.

**General amenity of the area and lifestyle of residents being impacted by noise, dust, vibrations and other emissions from trucks and on-site operations. Proximity to residential area and visual amenity**

25. Impact on amenity is a concern consistently raised in the submissions. Concerns primarily relate to the proximity to a residential area, noise, dust, vibrations and other emissions generated from the proposed development and impacts on visual amenity.
26. The concerns in relation to noise and dust specifically relate to on-site operations (including the location of the screening and crushing area), and truck movements off-site.
27. The subject site is zoned General Agriculture and under the Local Planning Scheme No. 1, an extractive industry is a use that can be considered within this zone. An extractive industry is a common use on Priority and General Agriculture zoned land.
28. With regard to noise issues, the proponent has submitted a Noise Management Plan. The Plan contains a number of provisions to control noise impacts, including;
- All crushing and screening to occur within the designated boundary of the “Crushing/Screening” area indicated on the plan.
  - All extraction operations and vehicular movements are to be carried out only between 7.00am and 6.00pm, Monday to Friday, excluding Public Holidays.
  - Use of topsoil on the perimeter of the pit area to act as a noise attenuation bund;
  - A noise complaint system will be established, whereby any complaints relating to noise will be reported to the site manager. Any noise related complaints will be recorded by the site manager and acted on immediately. Details of the site manager will be erected at the site gate; and
  - A commitment to respond to noise control instructions issued by the City of Albany;
  - Regular maintenance of on-site machinery to help reduce unnecessary noise pollution;
  - Education to employees and contractors to raise awareness of noise management issues; and
  - Excavation, crushing and screening operations to be carried out during southerly and south westerly winds to ensure that noise to adjacent neighbours is restricted.
29. With regard to dust issues, the proponent has submitted a Dust Management Plan. The plan incorporates a number of dust mitigation measures, including;
- All crushing and screening to occur within the designated boundary of the “Crushing/screening’ area as defined in Appendix A;
  - Topsoil mounds to be no greater than 2.5 metres in height;

- Stock piles to be located in pit areas and along the southern edge of pits to assist in noise reduction to the southern properties and should not exceed 2.5m;
  - Stockpile to be configured to accommodate easy access for watering/dust minimisation;
  - The access road, immediate extraction area and fixed plant (screen) to be watered as required to minimise dust emissions;
  - Education to employees and contractors to raise awareness of dust management issues;
  - Minimise area impacted on and the time between extraction and rehabilitation, a recommended maximum of 2 hectares of pit open at any one time;
  - Managing operations to minimise work in windy conditions to minimise dust emissions. Works only to occur in low velocity winds (i.e. less than 20km/hr);
  - Truck to be fully covered by tarpaulins when fully loaded; and
  - Dust complaint register in place to record any issues from neighbours. A contractor sign at the front gate to be erected clearly showing the contractors contact details.
30. In addition to the Dust and Noise Management Plans, it is proposed that all extraction, crushing and screening operations would be conducted throughout the months of May to October, resulting in better crushing and screening efficiency, and aiding in the mitigation of noise and dust.
31. The applicant is proposing to operate Monday to Friday between the hours of 7.00am and 6.00pm excluding Public Holidays which is less than the normal permitted hours for an extractive industry.
32. The *Extractive Industry and Mining Policy* requires that buffer distances are to be in accordance with the setbacks outlined within the Environmental Protection Authority requirements. The Environmental Protection Authority's Separation Distances between Industrial and Sensitive Land Uses guidelines do not set out a specific buffer for this type of extraction, however the policy states 200 metres should be achieved between dwellings not on the subject property.
33. In response to the number of concerns raised, the applicant has since increased the proposed setback from the nominated extraction area from 293 metres to 500 metres to the nearest dwelling to the south of Bon Accord Road. This buffer now exceeds the required 200 metre buffer within the *City of Albany Mining and Extractive Industries Planning Policy*. In conjunction with the proposed management plans, this is considered to mitigate all concerns raised in relation to amenity, dust, noise and emissions.
34. Although the adjoining owner to the west had agreed in writing to the proposed 94 metre setback, the applicant has since increased this setback to 200 metres from the dwelling, which now meets the *City of Albany's Mining and Extractive Industries Policy*.
35. Concerns were also raised specifically in regards to the noise, dust and other emissions from the crushing and screening operation and the proximity to the dwellings. Concerns were also raised in relation to the location of the screening and crushing area. The Department of Environment Regulation is the responsible body for the assessment of the emissions and buffers for screening and crushing plants. The applicant is responsible and obligated for ensuring that they have the required licences from DER prior to undertaking this activity onsite.
36. In relation to the proximity of dwellings to the nominated screening and crushing area, the closest dwelling to the west is proposed to be 313 metres away, and the closest dwelling to the south being 648 metres away. The required buffer for screening and crushing activities is considered on a case to case basis and is assessed and determined by the Department of Water and Environment Regulation (formerly known as Department of Environment Regulation) through the lodgement of a Works Approval

37. The proposal was referred to the Department of Environment Regulation. Advice was received that they have no comment on this matter in reference to regulatory responsibilities under the Environmental Protection Act 1986 and the Contaminated Sites Act 2003 and that the proposed works would be subject to a works approval
38. Visual amenity was also raised as a concern.
39. In addition to roadside vegetation, the subject site has strips of vegetation that suitably screen the extraction site from Bon Accord Road. In addition to this, the applicant has stated that the topsoil will be placed around the pit area as an additional measure to screen the site.
40. It is considered that the Dust and Noise Management Plan, in conjunction with the increased setbacks from dwellings will mitigate any potential amenity issues raised during the submission period.
41. It is considered that direct access onto South Coast Highway mitigates concerns raised in relation to the noise generated from traffic using Bon Accord Road.
42. It is recommended that the implementation and ongoing compliance with the Noise and Dust Management Plans be applied as a condition of approval.

**Health and safety concerns due to dust and ongoing noise, vibrations and other emissions, drinking water being contaminated and mental health.**

43. A number of concerns were raised in relation to health concerns due to the dust, noise, vibrations and other emissions. A number of concerns were also raised in relation to dust contaminating nearby residents drinking water.
44. The *Extractive Industry and Mining Policy* requires that buffer distances are to be in accordance with the setbacks outlined within the Environmental Protection Authority requirements. The Environmental Protection Authority's Separation Distances between Industrial and Sensitive Land Uses guidelines do not set out a specific buffer for this type of extraction, however the policy states 200 metres should be achieved between dwellings not on the subject property.
45. In relation to the proximity of dwellings to the nominated extraction areas, the closest dwelling to the west is proposed to be 200 metres away, and the closest dwelling to the south being 500 metres away. The required buffer has been achieved and is therefore compliant with the policy.
46. Concerns were raised in regards to the noise, dust and other emissions from the crushing and screening operation and the proximity to the dwellings. The Department of Environment Regulation is the responsible body for the assessment of the emissions and buffers for screening and crushing plants. The applicant is responsible for ensuring that they have the required licences from DER prior to undertaking this activity onsite.
47. In relation to the proximity of dwellings to the nominated screening and crushing area, the closest dwelling to the west is proposed to be 313 metres away, and the closest dwelling to the south being 648 metres away. The required buffer for screening and crushing activities is considered on a case to case basis and is assessed and determined by the Department of Water and Environment Regulation (formerly known as Department of Environment Regulation) through the lodgement of a Works Approval.
48. The Department of Health state that unless adequately treated, rainwater is not reliably safe to drink and it is almost impossible to completely protect rainwater from contamination. However, our advice is that installing screens, filters and first flush devices will reduce contamination if people are using rainwater for this purpose.
49. It is considered that the Dust Management Plan, in conjunction with the increased setbacks from dwellings will mitigate any concerns in relation to dust, noise, vibrations and other emissions, as well as drinking water being contaminated.

**Environmental concerns – proximity and impact on adjoining reserves (dieback, weeds, threatened flora and fauna), water run-off and impact on waterways (acid sulphate soils and other contaminants), clearing of vegetation and Mosquito spread.**

50. Concerns in regards to the impact on the adjoining reserves were consistently raised within the submissions. The concerns primarily related to the spread of dieback, spread of weeds and the impact on threatened flora and fauna. In addition to this, concerns were raised in relation to water run-off and the impact on waterways due to acid sulphate soils and other contaminants.
51. The proponents have submitted a Dieback Management Plan in order to reduce the risk of Dieback Disease being spread. Among other controls, the plan states that equipment will be cleaned prior to entering the site. It is recommended that implementation of, and compliance with, the Dieback Management Plan is required as a condition of approval.
52. The proponents have submitted a Weed Management Plan in order to reduce the risk of the spread of weeds.
53. The proposal was referred to the City of Albany's Reserves team who were satisfied that the proposed setback in conjunction with the management plans would mitigate impact on the adjoining reserve. They recommended the following condition be applied should the proposal be supported:
  - *Control (spray) or remove all weed infestations (including Gorse) from around the extraction pit and ensure vehicles are brushed/washed down prior to entering the pit if they have been at a site affected by weeds, to avoid introducing weeds to the pit area.*
54. A number of concerns were raised in relation to the impact of flora and fauna, particularly protected species including the Green Pitcher Orchid which is vulnerable to fire, the Banksia coccinea and threatened ecological communities. It is claimed that there has been a decrease in fauna due to the existing extractive industries within the vicinity.
55. The proposal was referred to the Department of Biodiversity, Conservation and Attractions (formerly DPAW) who have stated that they have no objections to the proposal as it presents no direct impact on biodiversity conservation values as the area under the application is pasture and no native vegetation will be impacted. They recommend that as the gravel cannot be considered as dieback free that the following advice be applied:
  - *The basic raw material source from this pit may contain Phytophthora dieback disease and should be used with due caution in areas where susceptible plant species and vegetation occur, in particular, locations where threatened flora are known to occur and roads that are promoted as "flora roads".*
56. The proposal was referred to the City of Albany's Reserves team who were satisfied that the proposed setback in conjunction with the management plans would mitigate impact on the adjoining reserve.
57. A number of concerns were raised in relation to nearby waterways being affected due to run-off due to the presence of acid sulphate soils and other contaminants.
58. The proponents have submitted a Surface Water and Drainage Management Plan.
59. The setback from the waterway is approximately 176 metres, which meets the required 50 metres under the Extractive Industry and Mining Local Planning Policy.
60. The proposal was referred to the Department of Water who are the body responsible for assessing the risk to the waterway. They have no objections to the proposal and were satisfied that the surface water management issues were satisfactorily addressed within the Environmental Assessment Report and that there are no ground water issues on the site.
61. Due to a number of specific concerns in relation to the spread of dieback via water runoff and acid sulphate soils contaminating the waterways being raised during the submission period, the specific concerns were re-referred to the Department of Water. The department stated that they had no further comments to make on the submission.

62. The Department of Health state that unless adequately treated, rainwater is not reliably safe to drink, it is almost impossible to completely protect rainwater from contamination. However, our advice is that installing screens, filters and first flush devices will reduce contamination if people are using rainwater for this purpose.
63. In regards to concerns with removal of vegetation, the land is currently under pasture and no removal of vegetation is proposed.
64. In relation to the concern raised with the spread of mosquitoes, the proposal was referred to the City of Albany's Environmental Health team who have provided the following advice;
  - *The subject land is in a region that experiences significant problems with nuisance and disease carrying mosquitoes. The design, construction and maintenance of this development are to be completed so as to ensure that no additional mosquito breeding sites are produced.*
65. It is considered that the Dust, Dieback, Weed, Surface Water Management, Acid Sulphate Soil and Bushfire Management Plans, in conjunction with cut-off drains will mitigate any concerns in relation to environmental concerns.

**Impact on adjoining land uses – golf club, holiday accommodation/tourism, art gallery and people's enjoyment of the reserve. Does not meet the intent of the zone:**

66. A number of concerns were raised in relation to the proposal impacting patronage to the adjoining land uses such as the golf club, holiday accommodation and art gallery.
67. The closest nominated extraction area is approximately 510 metres from the golf club house and approximately 80 metres to the nearest fairway. It is believed that there is sufficient vegetation screening the site from the adjoining use.
68. The closest registered holiday accommodation is located in excess of 1000 metres to the south east.
69. Given the change in access and setbacks, the operation is unlikely to have a detrimental impact on any current or future art galleries or other tourism related uses within the vicinity of the proposal.
70. The proposal was referred to the City of Albany's Reserves team who have advised that it is unlikely that the proposal will have any impact on the reserve.
71. Overall officers believe the proposed setbacks in conjunction with the existing vegetation sufficiently mitigate any concerns raised in relation to the proximity to the golf club.
72. A number of submissions claimed that the proposal does not meet the objectives of the Rural Residential zone.
73. The subject site is zoned 'General Agriculture' and the objectives of the zone are as follows:
  - *Provide for the sustainable use of land for agricultural and rural activities;*
  - *Support complementary land uses where those land uses do not detract from adjoining agricultural and rural activities and are compatible with the character and amenity of the area;*
  - *Prevent land uses and development within the zone that may adversely impact on the continued use of the zone for agricultural and rural purposes;*
  - *Provide for value-adding opportunities to agricultural and rural products on-site; and*
  - *Provide for tourism experiences where those developments do not impact upon adjoining agricultural and rural land uses.*
74. The subject site is zoned General Agriculture and under the Local Planning Scheme No. 1, an extractive industry is a use that can be considered within this zone. An extractive industry is a common use on Priority and General Agriculture zoned land. In fact these 2 zones are the only zones where this use is listed for consideration.

**Future Agricultural uses will be impacted**

75. A concern was raised in relation to the proposed development impacting on future agricultural uses due to the removal of subsoil.
76. The applicant is removing the gravel layer so that the land can be better used for pasture and planting.

**Property value**

77. A number of submissions claimed property value would be affected.
78. Property value is not a valid planning concern.

**Compliance**

79. A number of concerns were raised in relation to non-compliance of the proposal and that conditions of approval are not enforced by the City.
80. Extractive industries are subject to an annual inspection prior to the licence renewal. This process ensures work is being undertaken in accordance with the approved plan and planning conditions, and that rehabilitation work is correctly carried out. If a breach is found, the licence is not renewed until such a time as the breach has been rectified.
81. It should be noted that the lack of compliance, if any, is not a relevant planning matter for consideration, each application must be considered on its own merit in good faith.

**Aboriginal / European Heritage**

82. The site is currently not listed with the Department of Aboriginal Affairs as a place of Aboriginal heritage significance. The proposal was however referred to the Department of Aboriginal Affairs who have no objections to the proposal.
83. Due to a number of specific concerns raised during the submission period in relation to Aboriginal heritage, the proposal was re-referred to the Department of Aboriginal Affairs. The Department of Aboriginal Affairs stated that although it is recommended that the proponent *takes into consideration the DAA's Aboriginal Heritage Due Diligence Guidelines when planning specific developments associated with the proposal* provides, requested that the proponent sought local knowledge in regards to the specific concerns raised.
84. Staff met with local Noongar representatives on-site to discuss the specific issues raised during the submission period. A consensus was made on-site that there were no Aboriginal Heritage matters and therefore the proposed development was considered acceptable. The applicant did request that the representatives had an input in relation to the location of the access leg due to the wetlands.
85. A concern was raised that the application made no mention of the adjacent farmhouse which is nearly 100 years old. There are no heritage listed properties within the immediate vicinity.

**Life of pit and extent of resource has been underestimated resulting in extra truck movements.**

86. A number of concerns were raised that the life of the pit will be extended or new pits will be opened on the site once this area has been exhausted.
87. The applicant is applying for a 5 year temporary approval. All extraction must be contained within the approved area indicated on the site plan. New areas outside of the approved area, or an extension beyond the 5 year period will be subject to a new approval.
88. Concerns were also raised in relation to the estimated volume of resource being extracted annually and the depth of the resource.
89. The proposed volume of resource to be extracted per year is anticipated to be 10,000 tonnes, however this could increase to 15,000 tonnes in times of high demand. It should be noted that these are estimates only.
90. The in ground volume BCM (Bank Cubic Metres) is the bulk volume of the material which is naturally compacted in the ground. Once aerated the material expands and the volume is essentially increased (referred to as LCM - Loose Cubic Metres).

91. Based on the revised area (10.93 hectares), the following calculation has been used to work out to the estimated truck movements:
- $110,000\text{m}^2$  (area) x 500mm depth (average) x 1.4 (bulking factor) = 77,000 LCM
  - $77,000 \text{ LCM} / 12.5\text{m}^3$  ( $\text{m}^3$  that a Semi Tipper carries)
  - Total number of loads via a semi tipper over the 5 year period = 6,160 loads
  - $6,160 / 15$  (loads per day) = 411 days @ 15 loads per day to remove the entire estimated resource.
  - $411 \text{ days} / 5 \text{ years} = 82 \text{ days per year}$  where 15 truckloads will be removed off-site.
92. Based on the calculation above, it is considered that the estimated 15 loads (30 movements per day) is accurate.
93. The depth of the resource the proponent intends to extract within the nominated extraction areas varies from 0mm to 700mm. The estimated proposed maximum depth of extraction is 700mm. Class two extractive industries can be considered with a depth of extraction of up to 3 metres, therefore the proposed depth is considered acceptable.

**Inaccurate information within application and fact sheet being misleading:**

94. A number of concerns were raised in relation to the information within the proposal being inaccurate and the Environmental Assessment Report being bias. These concerns related to the property address, site details, zoning of surrounding properties, estimated truck movements, volume of gravel to be removed as well as details within the Environmental Assessment Report.
95. The full application lodged contained two key parts. The proposal (which is what we seek public comment on) and then also a full Environmental Assessment Report with associated maps (soils, bushfire, hydrology, wetlands, vegetation, database searches etc).
96. In accordance with Schedule 2, clause 64 (3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the City of Albany advertised the proposal for 21 days. Advertising involved referral to approximately 130 nearby lots and agencies, a sign on-site and a notice on the City of Albany website.
97. The fact sheet was an additional attachment to the proposal prepared by the City and was accompanied by a dated cover letter. The intent of the fact sheet was to summarise the proposal briefly and answer frequently asked questions only. Fact sheets have been found to be an effective tool in informing residents on proposals of this nature.
98. All stakeholders that were consulted (approximately 130 lots) received a covering letter, fact sheet, a copy of the proposed development/site plan and all the associated management plans. The stakeholders who were believed to be impacted the most received the full 77 page proposal with Environmental Report. Although the Environmental Report was not sent to all stakeholders, it was made clear that it was available on the City of Albany's website or also at the City of Albany offices.
99. The proposed volume of resource to be extracted per year is anticipated to be 10,000 tonnes, however this could increase to 15,000 tonnes in times of high demand. It should be noted that these are estimates only. On this basis it unlikely that the total resource will be exhausted within the approval period.
100. The depth of the resource the proponent intends to extract within the nominated extraction areas varies from 0mm to 700mm. The estimated proposed maximum depth of extraction is 700mm. Class two extractive industries can be considered with a depth of extraction of up to 3 metres, therefore the proposed depth is considered acceptable.
101. The City and relevant departments are satisfied with the accuracy of the information contained within the application and environmental assessment report, including the site details. It should be noted that a details such as volume and truck movements are estimated only.

**Non-compliant with the City of Albany’s Community Strategic Plan**

102. A number of submissions raised concerns that the proposed development did not comply with the City of Albany’s Community Strategic Plan, specifically the following objectives:
- Protect and enhance our natural environment
  - To advocate for and support “green initiatives” within our region
  - We will listen our community and deliver outcomes that reflect their needs and expectations
  - Engage effectively with our community
103. In the case of a land use proposal, the City of Albany *Local Planning Scheme No 1* is the relevant statutory document to determine the appropriateness of a proposal.
104. The subject site is zoned General Agriculture and under the *Local Planning Scheme No. 1*, an extractive industry is a use that can be considered within this zone. An extractive industry is a common use on Priority and General Agriculture zoned land.
105. The proposal was advertised for public comment for a period of 21 days, in accordance with clause 9.4 – *Advertising of Applications of Local Planning Scheme No. 1*.

**Common Law – nuisance and negligence**

106. A submission raised concerns that the City could be seen as being negligent for approving a use that could result in a known nuisance.
107. In conjunction with the access being off South Coast Highway, staff are satisfied that the concerns raised within the submissions can be mitigated through appropriate planning conditions or through the appropriate buffers.

**GOVERNMENT & PUBLIC CONSULTATION**

108. The proposal was advertised for public comment for a period of 21 days, in accordance with clause 9.4 – *Advertising of Applications of Local Planning Scheme No. 1*. A sign was placed on site, surrounding landowners were directly notified in writing and a copy of the proposal was placed on the City of Albany’s website. In addition to this, the City prepared a Fact Sheet which summarised the proposal.
109. A total of ninety one submissions were received during the advertising period. Two submissions were in support of the proposal and eighty nine either raised concerns or objected to the proposal. Staff comments and recommendations are provided in the attached schedule, while the broad issues are discussed in paragraphs 11 – 107 above.
110. While ninety one submissions have been received, seventy eight are considered unique submissions as a number of these are considered pro forma.
111. In addition to the public consultation, the proposal was also referred to the Department of Water. The DOW stated that they had no objections to the proposal as the surface water management issues are satisfactorily addressed in the Environmental Assessment Report and there are no ground water issues on the site. The DOW is satisfied that the water resources will be managed appropriately during the gravel extraction process and thus has no objections to the proposal.
112. The proposal was also referred to Main Roads WA. Main Roads advice was revised and have no objections subject to the following conditions:
- *A Memorandum of Understanding is signed between the landowner and Main Roads with respect to length of time of use and, the volume and type of trucking entering and leaving the site.*
  - *A suitable bond is posted by the land owner to cover the future cost of the removal of the driveway and the reinstatement of the road reserve.*
  - *A maintenance agreement to prevent transport of clay, gravel or sand onto the road surface of South Coast Highway is signed by the land owner*
  - *The design and location of the access crossover, including gate set back and gate type is approved by Main Roads*

- *All other vehicular access to Lot 56, excluding trucks employed in extraction of gravel, shall utilise the existing access on Bon Accord Road.*
113. The Department of Primary Industries and Regional Development has no objection subject to the following conditions:
- *The staged extraction plan presented will be followed.*
  - *Dust and noise control measures included in the plan will be adhered to.*
  - *Control measures for water use / movement are included to prevent erosion on or off-site.*
  - *Site rehabilitation proposed after extraction activity will be completed and monitoring of rehabilitation is maintained to ensure success and prevention of erosion hazard.*
  - *The Weed Management Plan satisfies DPIRD guidelines.*
114. The Department of Biodiversity, Conservation and Attractions have no objections to the proposal, however recommended that the following advice be applied:
- *The basic raw material source from this pit may contain Phytophthora dieback disease and should be used with due caution in areas where susceptible plant species and vegetation occur, in particular, locations where threatened flora are known to occur and roads that are promoted as 'flora roads'.*
115. The Department of Mines and Petroleum provided the following comment:
- *No objections. A continuing supply of low-cost basic raw materials is an important part of maintaining the lifestyle and infrastructure that all Western Australians enjoy.*
116. The Department of Environmental Regulation have no objections however stated that a works approval is to be obtained before constructing the prescribed premises.
117. The Public Transport Authority have no objections to the proposal and stated that any truck movements would have minimal impact on their services.
118. The Department of Aboriginal Affairs have no objections however recommend the following condition:
- *The DAA recommends that developers within the area of the proposal take into consideration the DAA's Aboriginal Heritage Due Diligence Guidelines when planning specific developments associated with the proposal. These guidelines have been developed to assist proponents to identify any risks to Aboriginal Heritage and to mitigate risk where heritage sites may be present.*
119. A Noongar engagement meeting occurred on site. No concerns were raised during this meeting. The applicant will be required to have a further discussion about the exact details of the internal access (where it dissects the creek area) with the Noongar community representatives.

## STATUTORY IMPLICATIONS

120. Extractive Industry is classified as an 'A' use within the 'General Agriculture' zone under *Local Planning Scheme No. 1*, meaning that the use is not permitted, unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4 of the Scheme.
121. Voting requirement is a **SIMPLE MAJORITY**.

## POLICY IMPLICATIONS

122. The primary assessment criteria for the application are set out in the City of Albany *Extractive Industry and Mining* local planning policy.
- a. The proposal is classified as a class 2 extractive industry under the policy. Class 2 extractive industries have site extraction areas of between 0.75 and 3 hectares with a maximum depth of 3 metres.

- b. The Policy requires that buffer distances are to be in accordance with the setbacks outlined within the Environmental Protection Authority requirements. The Environmental Protection Authority’s *Separation Distances between Industrial and Sensitive Land Uses* guidelines do not set out a specific buffer for this particular type of extraction as it is assessed on a ‘case by case’ basis. The closest dwelling to the west is 200 metres from the nominated extraction area. The closest dwelling to the south is 500 metres from the nominated extraction area, and is therefore compliant with the City of Albany Mining and Extractive Industries policy and with the intent of the *Separation Distances between Industrial and Sensitive Land Uses* guidelines.
- c. A condition will be recommended in accordance with the policy which requires pits to be located 20 metres from boundary.
- d. The proposed pit area complies with the requirement of being set back a minimum of 50 metres from a watercourse or body.

**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Organisational Operations and Reputation</b> <i>The proposed use could give rise to unacceptable detrimental impacts on the amenity of the area.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Mitigation of impacts to be achieved through adoption and enforcement of conditions.</i>

**FINANCIAL IMPLICATIONS**

- 124. All costs associated with the development will be borne by the proponent.
- 125. However, should the proponents be aggrieved by Council’s decision or any attached conditions and seek a review of that decision or conditions through the State Administrative Tribunal, the City could be liable for costs associated with defending the decision at a State Administrative Tribunal hearing.

**LEGAL IMPLICATIONS**

- 126. Council is at liberty to use its discretion to approve or refuse the proposal. An applicant aggrieved by a decision or condition may apply for a review to the State Administrative Tribunal, in accordance with Section 252 of the *Planning and Development Act 2005*.
- 127. The proponent has the right to seek a review of the Council’s decision, including any conditions attached to an approval. The City of Albany may be required to defend the decision at a State Administrative Tribunal hearing.

**ENVIRONMENTAL CONSIDERATIONS**

128. The subject lot is under pasture and slopes downward from north to south. There is a large stand of trees in the western half of the lot and scattered vegetation across the southern extent of the lot, adjacent to Bon Accord Road. A creekline runs across the northern extent of the lot, approximately 176 metres from the proposed northern extraction area.

**ALTERNATE OPTIONS**

- 129. Council has the following alternate options in relation to this item, which are:
  - To determine that the proposed use is unacceptable and to resolve to refuse the application; or
  - To alter, amend, remove or add conditions to the approval to address potential impacts from the development.

**SUMMARY CONCLUSION**

130. The proposal is considered to be consistent with the objectives of the zone and the requirements of the City of Albany's *Extractive Industry and Mining* local planning policy. The matters raised in the public submissions received during the advertising period have also been broadly addressed by the proponent and can be mitigated through the application of appropriate planning conditions. On this basis, it is considered the proposal can be appropriately managed through ongoing conditions and the yearly licence renewal process.
131. It is therefore recommended that Council approve the proposed development, subject to the conditions provided.

<b>Consulted References</b>	:	<ol style="list-style-type: none"> <li>1. <i>Local Planning Scheme No. 1</i></li> <li>2. <i>Albany Local Planning Strategy 2010</i></li> <li>3. <i>City of Albany Extractive Industries and Mining local planning policy</i></li> <li>4. <i>Environmental Protection (Noise) Regulations 1997</i></li> <li>5. <i>Environmental Protection Authority Separation Distances between Industrial and Sensitive Land Uses</i></li> </ol>
<b>File Number (Name of Ward)</b>	:	A232629 (Kalgan Ward)
<b>Previous Reference</b>	:	NIL

**DIS047: INDUSTRY – EXTRACTIVE (LIME), LOT 9005 EDEN ROAD, NULLAKI**

**Land Description** : 9005 Eden Road, Nullaki.  
**Proponent** : Sam Williams  
**Owner** : Graeme Robertson  
**Business Entity Name** : N/A  
**Directors** : N/A  
**Attachments** :  
Area Plan  
Site Plan  
: Copy of Proposal  
Schedule of Submissions  
**Supplementary Information & Councillor Workstation:** : Copy of submissions  
**Report Prepared by** : Coordinator Planning Services (A Bott)  
**Responsible Officer** : Executive Director Development Services (P Camins)

**Responsible Officer's Signature:**



**STRATEGIC IMPLICATIONS**

1. Council is required to exercise its quasi-judicial function in this matter.
2. When exercising its discretion in relation to planning matters, the pertinent strategic document is the *Albany Local Planning Strategy*.
3. The proposal is inconsistent with the strategic direction identified in the *Albany Local Planning Strategy*.

**Maps and Diagrams:**



\* *During the assessment of this application a number of Government agencies have had name changes. In order to avoid confusion, all Government Departments will be referred to as they were at the time of consultation.*

**In Brief:**

- Council is asked to consider an application for development approval for an Industry – Extractive (Lime), at Lot 9005 Eden Road, Nullaki.
- The proposal seeks to initially extract 20,000 tonnes of lime per a year, with a potential increase to 50,000 per year. It is proposed to cart the extracted lime from site via Lee Road.
- The applicant has proposed a yearly royalty of the lesser of 5% of revenue from the lime pit operation, or \$30,000 per financial year, being made to the Nullaki Wilderness Association.
- The application was advertised for public comment and referred to Government agencies.
- 75 public submissions were received in relation to the proposal. Six submissions supported the proposal, with 69 providing objections or serious concern.
- Support of the proposal was based on manageable environmental impacts and a need for lime within the agricultural sector.
- The submissions opposing the development relate to the non-compliance with the Conservation zone, proposed access route, noise, dust, proximity to dwellings and health issues.
- The proposal was referred to the Environmental Protection Authority (EPA) by the applicant, with the matter being deferred until a determination was made. The EPA determined on 16 August, 2017 that the proposal would not be assessed by the EPA, with the matter capable of being dealt with by the standard clearing permit process.
- While Extractive Industries are not a land use generally considered within the Conservation zone, as the proposed land use is not specifically prohibited within the zone, the City is obligated to consider the application as a use not listed.
- The Department of Planning made a submission to the City of Albany providing an objection to the matter. Officers consider the Department of Planning submission holds significant importance for the determination of the matter.
- While the proposal is broadly compliant with the City of Albany *Extractive Industries and Mining Local Planning Policy* it is considered that the proposal is not consistent with the objectives and provisions of Conservation zone CZ1, as contained within *Local Planning Scheme No.1*.
- Staff consider that the proposal is not consistent with the objectives and provisions of the Conservation zone, and recommend that Council refuse the proposed development.

**RECOMMENDATION**

**DIS047: COMMITTEE RECOMMENDATION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT Council resolves to ISSUE a notice of REFUSAL for Industry – Extractive (Lime) at Lot 9005 Eden Road, Nullaki, for the following reasons;**

- (1) The proposal does not satisfy the following matters to be considered as identified in Schedule 2, Part 9, Clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015, namely;**
  - (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;**
  - (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving**
  - (n) the amenity of the locality including the following –**
    - (i) environmental impacts of the development;**
    - (ii) the character of the locality;**
    - (iii) social impacts of the development;**
  - (y) any submissions received on the application;**
  - (za) the comments or submissions received from any authority consulted under clause 66;**
- (2) The proposal does not comply with the general objectives of the Conservation Zone, and also the objectives contained within Schedule 12 – Conservation Zone Provisions No. CZ1 of Local Planning Scheme No.1.**

**DIS047: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR MULCAHY  
SECONDED: COUNCILLOR GOODE**

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

**CARRIED 9-0**

**DIS047: RESPONSIBLE OFFICER RECOMMENDATION**

**THAT Council resolves to ISSUE a notice of REFUSAL for Industry – Extractive (Lime) at Lot 9005 Eden Road, Nullaki, for the following reasons;**

- (1) The proposal does not satisfy the following matters to be considered as identified in Schedule 2, Part 9, Clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015, namely;**
  - (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;**
  - (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or**

approving

(n) the amenity of the locality including the following –

- (i) environmental impacts of the development;
- (ii) the character of the locality;
- (iii) social impacts of the development;

(y) any submissions received on the application;

(za) the comments or submissions received from any authority consulted under clause 66;

**(3)** The proposal does not comply with the general objectives of the Conservation Zone, and also the objectives contained within Schedule 12 – Conservation Zone Provisions No. CZ1 of Local Planning Scheme No.1.

## BACKGROUND

1. *Local Planning Scheme No. 1* was gazetted on 28 April 2014 and consists of the Scheme Text and the Scheme Maps. The Scheme divides the Local Government district into zones to identify areas for particular uses and identifies land reserved for public purposes. Most importantly, the Scheme controls the types of uses and development allowed in different zones. There are particular controls included for heritage and special control areas. The Scheme Text also sets out the requirements for planning approval, enforcement of the Scheme provisions and non-conforming uses.
2. The subject lot lies to the western side of Lower Denmark Road and to the southern side of Eden Road, approximately 40km west of Albany City centre. The lot has an area of approximately 437 hectares and is zoned 'Conservation' and listed as No. CZ1 in Schedule 12 of City of Albany *Local Planning Scheme No. 1*.
3. The subject lot is bounded by reserved land to the south and east. The land to the north and west is zoned Conservation. The Bibbulmun Track runs to the east of the subject site.
4. Due to the environmental properties of the land, and in order to secure long term land use protection, the Nullaki Peninsula is zoned Conservation under *Local Planning Scheme No. 1*.
5. In terms of permissibility, Extractive Industries are generally not considered on Conservation zoned land. However, as the provisions for the zone do not specifically prohibit the land use, the City of Albany is obligated to consider the proposal.
6. The application was advertised extensively for public comment, with landowners in the area directly notified by letter. Government agencies were also directly notified.
7. Six submissions supported the proposal. Support was largely based on the basis of the proposal potentially having a minimal environmental impact and the current lack of availability of lime within the Great Southern region.
8. 69 public submissions objected to the proposal.
9. The City of Albany has received advice from a number of Government agencies.
10. Council is now requested to consider the submissions received during the public advertising period and determine whether to grant development approval.

**DISCUSSION**

11. The subject site is 437 hectares in size and zoned Conservation under *Local Planning Scheme No.1*. The Conservation zone allows for controlled development in accordance with strict development provisions.
12. In addition to the Conservation zoning, and to further preserve environmental qualities of the area, the current owner has recently undertaken a conservation covenant with Department of Parks and Wildlife (DPAW) over a portion of the subject property. While located on the same title, the proposed extraction area is outside of the covenant area.
13. The applicant has advised that the site is a quality lime deposit, with the lime possessing a high neutralising value.
14. In terms of operation, the application proposes the following key elements;
  - Expected 20 year lifetime;
  - Lime being extracted from a 7.5 hectares area;
  - Stockpiled on a 2 hectares storage area
  - Anticipated to start at 20,000 tonnes per a year and increase to 50,000 per year;
  - Operating Monday - Saturday 6.30 am to 5.00 pm excluding public holidays.
  - Carted off site via Lee Road;
  - Lime products are to be transported from January to April.
  - The proponent seeks to contribute the lesser of 5% of revenue from the lime pit operation or \$30,000 per financial year to the Nullaki Wilderness Association.
15. The proposed operations proposed are broadly compliant with the City of Albany *Extractive Industries and Mining Local Planning Policy*. In the event of approval, it is considered that planning conditions and any subsequent environmental approvals would address matters in the event of approval.
16. However, noting the above, the primary issues with the development, and subsequent recommendation, relate to Local Planning Scheme No.1 matters, primarily in respect to permissibility and appropriateness within the zone.
17. The applicant has put forward the notion that the proposal can be considered to be in accordance with the objectives of the zone on the grounds that the works are environmentally acceptable and that the royalty proposed will ensure the long term provision of funds towards the Nullaki area.
18. As discussed in greater detail below, the Department of Planning has raised a number of issues with the proposal in respect to the planning framework.
19. A total of 75 public submissions were received from members of the public during the advertising period. Six of these supported the proposal, with sixty-nine objecting or raising concerns.
20. Support of the proposal identified a need for an accessible lime resource with the region and that any potential environmental impacts can be managed and mitigated.
21. The objections received primarily relate to non-compatibility with the zone, potential impacts on amenity, environment, and traffic from the proposed operations.
22. The matters raised both for and against the proposal during the advertising process are addressed in the attached schedule of submissions. The following key elements were raised during the assessment and referral of the proposal. The matters are discussed in details below;

**Compliance with Conservation Zone Provisions and Objectives**

23. The proposed land use is not listed as either a permitted or prohibited land use. Therefore, the City must consider the proposal on its merits against the objectives and provisions of the Conservation Zone.
24. Consideration of a proposal which is not listed within the zoning table, yet also not specifically prohibited within the attendant zone's Schedule shall be treated as a 'use not listed', which is consistent with State Administrative Tribunal findings.
25. The proposal is subject to the general Conservation Zone objectives of *Local Planning Scheme No.1*, which are as follows;
  - a) *Provide for residential uses upon large lots adjoining significant environmentally sensitive areas such as coastal or conservation areas where there is a demonstrated commitment to protecting, enhancing and rehabilitating the flora, fauna and landscape qualities of the particular site; and*
  - (b) *Require innovative subdivision design and development controls to:*
    - (i) *Minimise visual impacts from subdivisional infrastructure, particularly roads;*
    - (ii) *Restrict access to any sensitive areas such as beaches, conservation areas or National Parks that adjoin the zone;*
    - (iii) *Prevent land uses and development that would adversely impact on the ecological values of the site for conservation purposes; and*
    - (iv) *Provide for the safety of future residents from the threat of wild fire.*
26. In addition to the abovementioned general conservation objectives, the objectives of Conservation zone CZ1 are as follows;
  - b) *Protect, enhance and rehabilitate the flora, fauna and landscape qualities of the Nullaki Peninsula;*
  - c) *Provide for controlled public access to the Peninsula, the Wilson Inlet Foreshore and Anvil Beach; and*
  - d) *Provide for limited wilderness retreat subdivision and development in a manner that is compatible with the conservation values of the Nullaki Peninsula.*
27. Any extractive industry operation will be in direct conflict with the scheme objective that requires Protection, enhancement and rehabilitation of the flora, fauna and landscape qualities of the Nullaki Peninsula.
28. The applicant has put forward the notion that the proposal is environmentally acceptable, and via the proposed monetary royalty, will contribute to the ongoing conservation efforts of the zone.
29. In respect to the above, if there was an intent within the zone for extractive industries to be considered as a bona fide land use within such a sensitive zone, there would be specific provisions as such. The absence of such provisions in this zone, in conjunction with the limited land uses which are identified as being permissible, further reinforces that the proposed land use is not suitable.
30. Given the abovementioned Local Planning Scheme matters pertinent to the proposal, the application was also referred to the Department of Planning for comment. The Department of Planning raised a number of concerns regarding the development and advised that the City of Albany should not approve the development.

31. The Department of Planning submission on the proposal outlines a number of areas of non-compliance with the development provisions of the zone, including, *inter alia*;
- The use would be contrary to *Local Planning Scheme No. 1*;
  - The primary objective of the zone is for Residential uses. The secondary objective (b) (iii) directs the local government to provide for land use and development provisions which prevent impacts to the zone's conservation purpose;
  - The application proposes a maximum of 4ha development area which exceeds the 1ha maximum allowable development footprint (cl 3.4 (e) and 4.3);
  - Proposed pit No.4 is within the 200 metre exclusion area of the foreshore reserve;
  - Pits are located along a significant ridgeline;
  - The land use is not supported within the *Albany Local Planning Strategy*;
  - The *Lower Great Southern Strategy* notes environmental or conservation considerations may have a higher priority than resource extraction in the region;
  - Approval would set an undesirable precedent for similar uses within all other lots within the Conservation Zone;
  - There is no mechanism that can guarantee proposed royalties from the sale of lime extracted will be reinvested across the whole of the Nullaki Peninsula Conservation zone;
  - The Department of Agriculture and Food (DAFWA) letter should only be considered regarding its comments on lime quality and resources within a greater context of the region and the State. It is not a letter of support for this particular proposal as more detail was requested on impacts of the proposal over the life of the project;
  - The original amendment over area CZ1 from Rural zone to Conservation zone was supported by the Environmental Protection Authority on the proviso that 'Extractive Industry' uses were removed from the permissible uses.
32. A number of public submissions have also noted that approval of the application would result in an undesirable precedent being set for development within the Conservation zone. Approval of the development would not automatically create a precedent, as there are very specific elements which are required to be in place for a precedent to be applicable. However, it is considered that approval of the proposed use would create a risk of precedent within all conservation zones which would not otherwise exist. If a lime pit is approved on the basis of environmental acceptability in conjunction with an environmentally based monetary contribution, it is not inconceivable that that other land uses inconsistent with the zone may follow.

#### **Impact on Amenity**

33. A majority of the submissions against the proposal raised concerns with noise, dust and vibration resulting from the operations and the impact it will have on residents adjacent to the subject site.
34. Amenity is defined within Local Planning Scheme No.1 as
- “All those factors which combine to form the character of an area and include the present and likely future amenity”*
35. The *Extractive Industry and Mining Policy* requires that buffer distances are to be in accordance with the setbacks outlined within the Environmental Protection Authority requirements - the Environmental Protection Authority's Separation Distances between Industrial and Sensitive Land Uses guidelines. The closest dwelling is approximately 1200 from haul road on the subject site.

36. The Department of Environment Regulation is the responsible body for the assessment of the emissions and buffers for screening and crushing plants. The applicant is therefore responsible and obligated to ensure that they have the required licences from DER prior to any activity onsite.
37. A number of landowners within the CZ1 zone have raised the issue that irrespective of separation distances, they have purchased properties (at a significant cost) within the conservation zone, on the reasonable expectation of a high level of amenity, and on the basis that the zone would not be shared with an extractive industry or similar uses.

### **Road Realignment and Vehicle Movements**

38. The applicant has proposed to re-align and construct the western portion of Lee Road and utilise the connection as a haulage route.
39. In respect to the construction of Lee road, the applicant has advised that “*subject to the continual operation of the lime pit, the proponent will undertake to upgrade Lee Road at a rate of 500 metres a year*”. In the event of approval being granted, the City of Albany would require all necessary upgrades to be made prior to the commencement of operation.
40. A large number of submissions have stated that there are concerns that if the proposed land use is approved that the road network would not be able to safely operate.
41. If the applicant was to be granted approval they would be required to fully construct Lee Road and upgrade associated roads/infrastructure along the route to accommodate trucks. Upgrades may be substantial as it could potentially involve bridges and road widening. If approved, it is recommended the applicant be required to undertake a road infrastructure audit to identify roads and infrastructure that require upgrading to accommodate the proposal.
42. Concerns were raised by both the community and Government agencies regarding the proposed use and realignment of Lee Road.
43. The Department of Parks and Wildlife and the Bibbulmun Track Foundation raised significant concerns in relation to the potentially detrimental impact the realignment and use of Lee Road would have on the track and associated facilities. The concerns related to the following matters;
  - The extension of Lee Road comes to within approximately 140m of an overnight track Shelter, 80 metres from the emergency helicopter extraction point and will cross over the Bibbulmun Track;
  - If the proposal was to proceed the Bibbulmun Track Shelter would need to be relocated. Relocation of the Bibbulmun Shelter and possible track re-alignments would be at a significant cost due to not only the physical removal and relocation but the rehabilitation of existing site and alteration of associated publications (maps, guidebooks).
44. The potential amenity impact on Bibbulmun Track and the impact of the road alignment on the overnight shelter form an important consideration for the matter.

### **Lime Availability**

45. The need for a readily available lime source was raised in a number of submissions on the proposal.
46. The applicant has submitted a copy of previous correspondence from DAFWA in respect to lime availability in the Great Southern. The submission outlines that soil acidity is a major degradation issue across the Western Australia. It is then outlined that the application of lime is the most cost effective way to manage acidic soils.
47. The correspondence also details that lime within the Nullaki resource possesses a high neutralising value.
48. While at the time of preparation of the proposal the Denmark lime pit was closed, it has been recently publicised that the Denmark Lime pit is reopening.

49. While it is acknowledged the availability of lime is a key resource for construction and soil management, the shortage or abundance and quality of a commodity is not a consideration within the planning framework. Furthermore, noting the Department of Planning advice, it also does not justify the extraction of a resource on inappropriately zone land.

### **GOVERNMENT & PUBLIC CONSULTATION**

50. The proposal was advertised for public comment, in accordance with clause 64 – *Advertising Applications* of part two of the *Planning and Development (Local Planning Schemes) Regulations*.
51. A total of 75 submissions were received during the advertising period. Sixty-nine submissions objected to the proposal and six submissions had no objections and supported the proposal. Staff comments and recommendations are provided in the attached schedule, while the broad issues are discussed above under the relevant issue heading.
52. As discussed within an earlier section of this report in greater detail, the Department of Planning made a submission to the City of Albany on the matter, recommending the City of Albany not support the proposal.
53. The matter was referred to the EPA by the applicant. The EPA advised that the proposal would not be assessed, and could be considered under the standard clearing permit process. The EPA process and response will be discussed further within the environmental consideration section of this report.
54. In addition to the public consultation and EPA referral, the proposal was also sent to the applicable government agencies for comment.
55. Advice was received from the Department of Water stating that they had no objections that in the event of approval being granted that the rehabilitation plan is strictly adhered to.
56. The Department of Environmental Regulation has advised that depending on operational output, the proposal may be a prescribed activity and require a licence. It should be noted that screening and crushing are subject to a separate licence and assessment through the Department of Environment Regulation.
57. DER advice has also been reaffirmed by the EPA outcomes. That is, the proposal does not benefit from an exemption under clearing controls, and will require a clearing permit.
58. The Department of Parks and Wildlife has advised that they object to the proposal on the basis of the following;
- Proximity of the proposal to the Bibbulmun track
  - Potential impact on the Bibbulmun track and the amenity of the users, noting that there is a campsite in the proximity of the proposed haulage road.
59. The Bibbulmun Track Foundation has also supported the abovementioned matters raised by the Department of Parks and Wildlife in a separate submission.
60. The Department of Mines have advised that they had previously supported in principle a now defunct Scheme amendment request to include extractive industry as a discretionary land use within the zone, on the basis that the continued supply of lime is an important resource. The Department has noted the proposal falls outside of the *Mining Act 1978*.
61. The Department of Aboriginal Affairs (DAA) has advised that there are no reported Aboriginal sites or heritage places within the area of the proposal. However, the DAA recommends the developers utilise the Aboriginal Heritage Due Diligence guidelines when undertaking developments.

### **STATUTORY IMPLICATIONS**

62. The land use of Extractive Industry is not identified as either a permissible or prohibited use within the CZ1 Conservation Zone. On this basis, and the proposal has been processed as a 'use not listed' and advertised accordingly. The processing of the proposal in this manner is consistent with State Administrative Tribunal reasoning on similar issues.

- 63. Cl 4.4.2 of *Local Planning Scheme No.1* provides guidance for the assessment of a use not listed. Consideration of such a land use is largely dependent on the consistency with the objectives of the zone.
- 64. It is necessary to consider that the EPA decision on the matter does not alter or remove the Council decision making process of the matter against *Local Planning Scheme No.1* and the associated polices.
- 65. The Department of Planning has advised that the approval of the application could potentially create an undesirable precedent.
- 66. Furthermore, the Department of Planning has advised that approval of the application could give rise to a representation being made to the Minister for Planning under s211 of the *Planning and Development Act* on the basis of a failure by the City to enforce or implement effectively the observance of its Local Planning Scheme.
- 67. Voting requirement is a **Simple Majority**.

**POLICY IMPLICATIONS**

- 68. The primary assessment criteria for the application are set out in the City of Albany *Extractive Industry and Mining* local planning policy. The proposal is broadly compliant with the policy.
- 69. The Policy requires that buffer distances are to be in accordance with the setbacks outlined within the Environmental Protection Authority requirements. The Environmental Protection Authority’s *Separation Distances between Industrial and Sensitive Land Uses* guidelines do not set out a specific buffer for this type of extraction and therefore the proposal was referred to the Department of Environment Regulation who have advised that they have no comments on the proposal. It should be noted that a separate licence through DER is required to be obtained for screening and crushing plants and therefore a full assessment by DER will be undertaken at this time.
- 70. The primary consideration in the determination in this instance is the provisions of *Local Planning Scheme No.1*

**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Organisational Operations and Reputation</b> <i>Refusal could result in a shortage of lime within the City of Albany.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Mitigation through the consideration of proposals on suitably zoned land</i>

**FINANCIAL IMPLICATIONS**

- 72. All costs associated with the development will be borne by the proponent.
- 73. However, should the proponents be aggrieved by Council’s decision or any attached conditions and seek a review of that decision or conditions through the State Administrative Tribunal, the City could be liable for costs associated with defending the decision at a State Administrative Tribunal hearing.

**LEGAL IMPLICATIONS**

- 74. Noting the restriction outlined within the statutory implications section, Council is at liberty to use its discretion to approve or refuse the proposal. An applicant aggrieved by a decision or condition may apply for a review to the State Administrative Tribunal, in accordance with Section 252 of the *Planning and Development Act 2005*.
- 75. The proponent has the right to seek a review of the Council’s decision, including any conditions attached to an approval. The City of Albany may be required to defend the decision at a State Administrative Tribunal hearing.

**ENVIRONMENTAL CONSIDERATIONS**

- 76. The applicant referred the proposal to the Environmental Protection Authority for consideration. As per the EPA Act, the City of Albany was constrained from approving the development until the EPA process was finalised. In order to allow full consideration of the proposal, and the ability to form a decision in either the positive or negative, the matter was deferred until a determination of the environmental acceptability of the proposal was made.
- 77. In respect to the above, consideration of the proposal was deferred for a number of months while the EPA process was completed.
- 78. As mentioned previously, the EPA concluded that the proposal does not require formal assessment. The EPA has advising that the substantive environmental considerations can be dealt with through the standard clearing permit process, and in the event planning approval being granted, in conjunction with planning conditions.
- 79. It is necessary to consider that the EPA advice is in respect to environmental matters only, and is only one consideration within the assessment of the proposal against the statutory framework. In respect to Local Planning Scheme No.1 requirements, officers consider the Department of Planning submission holds significant importance for the determination of the matter.

**ALTERNATE OPTIONS**

- 80. Council has the following alternate options in relation to this item, which are:
  - To resolve to approve the proposal subject to conditions.

**SUMMARY CONCLUSION**

- 81. The proposal seeks to establish an extractive industry for lime within the Nullaki Conservation Zone.
- 82. The proposal was advertised to the Community and Government agencies.
- 83. The Department of Planning submission raised a number of issues relevant to the proposal in respect to the planning framework.
- 84. The primary consideration leading to the recommended determination is not whether the proposal complies with the *Extractive Industry and Mining Policy*. Rather, that the application is considered to be inconsistent with the objectives and provisions of the CZ1 zone under Local Planning scheme No.1 and the matters to be considered in the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- 85. While the provision of lime has been identified as a necessary farming resource within the Great Southern region, the current state of supply does not justify the approval of a lime resource within a zone which is not suitable.
- 86. It is therefore recommended that Council refuse the the proposed development, subject to the reasons provided.

<b>Consulted References</b>	:	1. <i>Local Planning Scheme No. 1</i> 2. <i>Albany Local Planning Strategy 2010</i> 3. <i>City of Albany Extractive Industries and Mining local Planning policy</i> 4. <i>Environmental Protection (Noise) Regulations 1997</i> 5. <i>Environmental Protection Authority Separation Distances between Industrial and Sensitive Land Uses</i>
<b>File Number (Name of Ward)</b>	:	<b>A200151 (West Ward)</b>
<b>Previous Reference</b>	:	Nil

**DIS048: MINOR AMENDMENT TO 'NON-HABITABLE STRUCTURE POLICY'**

**Land Description** : City of Albany  
**Proponent** : City of Albany  
**Owner** : City of Albany  
**Business Entity Name** : N/A  
**Attachments** : Non-Habitable Structures Policy  
**Supplementary Information & Councillor Workstation** : N/A  
**Report Prepared by** : Senior Planning Officer, Strategic Planning (A. Nicoll)  
**Responsible Officer** : Executive Director Planning & Development (P Camins)

**Responsible Officer's Signature:**



**STRATEGIC IMPLICATIONS**

1. Council is required to exercise its quasi-judicial function in this matter.
2. When exercising its discretion in relation to planning matters, the pertinent strategic document is the *Albany Local Planning Strategy*.
3. The proposal is consistent with the strategic direction set in the *Albany Local Planning Strategy*.

**In Brief:**

- A minor inconsistency currently exists within the City's 'Non-Habitable Structures Policy'.
- The permitted outbuilding size is smaller for properties zoned 'General Agriculture' and 'Priority Agriculture' than for properties zoned 'Rural Small Holding'.
- The 'Non-Habitable Structures Policy' has been revised, allowing for consistent sized structures amongst the 'Rural Small Holding', 'General Agriculture' and 'Priority Agriculture' zones.
- Council is requested to endorse the amended 'Non-Habitable Structures Policy'.

**RECOMMENDATION**

**DIS048: COMMITTEE RECOMMENDATION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT Council APPROVE the minor amendment to the 'Non-Habitable Structures Policy', which involves increasing the permitted size of a structure in the 'General Agriculture' and 'Priority Agriculture' zones from 220m<sup>2</sup> to 240m<sup>2</sup> for lots between 2ha and 3.99ha and from 200m<sup>2</sup> to 220m<sup>2</sup> for lots less than 2ha.**

DIS048: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR HAMMOND  
SECONDED: COUNCILLOR DOWLING

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 9-0

DIS048: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council APPROVE the minor amendment to the 'Non-Habitable Structures Policy', which involves increasing the permitted size of a structure in the 'General Agriculture' and 'Priority Agriculture' zones from 220m<sup>2</sup> to 240m<sup>2</sup> for lots between 2ha and 3.99ha and from 200m<sup>2</sup> to 220m<sup>2</sup> for lots less than 2ha.

**BACKGROUND**

4. Landholders and applicants have questioned why the Rural Small Holding zone allows for slightly larger outbuildings than those of similarly sized 'General Agriculture' and 'Priority Agriculture' zone land.
5. Due to the similar characteristics and objectives of the zones, it is considered appropriate that the outbuilding sizes allowable on 'General Agriculture' and 'Priority Agriculture' zone land be made consistent with that of the 'Rural Small Holding' zone.

**DISCUSSION**

6. The City's *Local Planning Scheme No.1* divides land into zones (e.g. residential, industrial) in which certain land uses are permitted or prohibited. Zones may also indicate the size and dimensions of land area as well as the form and scale of buildings.
7. The primary purpose of zoning is to segregate uses that are thought to be incompatible. Zoning is also used to prevent new development from interfering with existing uses and/or to preserve the character of a community.
8. The City has adopted a Non-Habitable Structures Policy, which indicates different size structures (sheds) that may be permitted within different zones.
9. In general terms, the size of the property dictates the size of structure permitted. Larger outbuildings are permitted on larger lots.
10. The following anomaly currently exists with the City's 'Non-Habitable Structures Policy':
  - a) A maximum 220m<sup>2</sup> structure is permitted at a lot zoned 'Rural Small Holding', with a land area less than 1ha, whereas a smaller 200m<sup>2</sup> structure is permitted at lots zoned 'General Agriculture' and 'Priority Agriculture' with a similar land area; and
  - b) A maximum 240m<sup>2</sup> structure is permitted at a lot zoned 'Rural Small Holding', with a land area of 4ha, whereas a smaller 220m<sup>2</sup> structure is permitted at lots zoned 'General Agriculture' and 'Priority Agriculture' with a similar land area.
11. Given the similar characteristics of the affected zones, it is considered appropriate that the outbuilding size allowable on 'General Agriculture' and 'Priority Agriculture' zoned areas be made consistent with the Rural Small Holding' zone.

**GOVERNMENT & PUBLIC CONSULTATION**

12. Part 2 (cl. 5 (2)) *Planning and Development (Local Planning Schemes) Regulations 2015* states:

*“The local government may make an amendment to a local planning policy without advertising the amendment if, in the opinion of the local government, the amendment is a minor amendment.”*

13. The proposal to increase the permitted size of a structures allowable within the ‘General Agriculture’ and ‘Priority Agriculture’ zones is considered to be a ‘minor amendment’. Government and public consultation is therefore deemed unnecessary.

**STATUTORY IMPLICATIONS**

14. There are no statutory implications relating to endorsing the proposed minor amendment to the ‘City’s ‘Non-Habitable Structures Policy’.
15. Voting requirement for this item is **SIMPLE MAJORITY**.

**POLICY IMPLICATIONS**

16. The objective of the ‘Non-Habitable Structures Policy’ is:
- “To achieve a balance between providing for various legitimate storage needs of residents whilst minimising any adverse impacts non-habitable structures may have on the locality.”*
17. There are no policy implications relating to endorsing the proposed minor amendment to the ‘City’s ‘Non-Habitable Structures Policy’.

**RISK IDENTIFICATION & MITIGATION**

18. The following indicates the risk to the City in making a decision to support or not support the Policy:

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Analysis</b>	<b>Mitigation</b>
<b>Reputational:</b> <i>May result, if policy positions are not modified to address policy inconsistencies that impact upon agricultural activities.</i>	<i>Likely</i>	<i>Minor</i>	<i>Low</i>	<i>Endorse minor amendment as is or with conditions to Council’s satisfaction.</i>

**FINANCIAL IMPLICATIONS**

19. There are no financial implications relating to endorsing the proposed minor amendment to the ‘City’s ‘Non-Habitable Structures Policy’.

**LEGAL IMPLICATIONS**

20. There are no legal implications relating to endorsing the proposed minor amendment to the ‘City’s ‘Non-Habitable Structures Policy’.

**ENVIRONMENTAL CONSIDERATIONS**

21. There are no environmental implications relating to endorsing the proposed minor amendment to the ‘City’s ‘Non-Habitable Structures Policy’.

**ALTERNATE OPTIONS**

22. Council may determine that the proposal is unacceptable and may resolve not to endorse the ‘minor amendment’.

**CONCLUSION**

23. The City's 'Non-Habitable Structures Policy' currently permits unequal size structures for properties of the same size for the 'Rural Small Holding' zone and 'General and 'Priority Agriculture' zones.
24. Similar characteristics exist amongst 'Rural Small Holding', 'General Agriculture' and 'Priority Agriculture' zone areas in Albany.
25. Council is requested to accept the policy modification to allow similar size structures within 'Rural Small Holding', 'General Agriculture' and 'Priority Agriculture' zones.

<b>Consulted References</b>	:	1. <i>Local Planning Scheme 1</i> 2. <i>Non Habitable Structures Policy</i> 3. <i>Planning and Development (Local Planning Schemes) Regulations 2015.</i>
<b>File Number (Name of Ward)</b>	:	N/A
<b>Previous Reference</b>	:	Item 1.1, OCM April 2011

**DIS049: PLANNING AND BUILDING REPORTS AUGUST 2017**

**Proponent** : City of Albany  
**Attachment** : Planning and Building Reports August 2017  
**Report Prepared By** : Administration Officer-Planning (V Martin)  
Administration Officer-Development Services (J Corcoran)  
  
**Responsible Officer(s):** : Executive Director Development Services (P Camins)

**Responsible Officer's Signature**



**RECOMMENDATION**

**DIS049: RESPONSIBLE OFFICER RECOMMENDATION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT Council NOTE the Planning and Building Reports for August 2017.**

14. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL**
15. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
16. **REPORTS OF CITY OFFICERS**
17. **MEETING CLOSED TO PUBLIC**
18. **CLOSURE**