

MINUTES

Ordinary Meeting of Council

Tuesday 28 October 2014

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.

ORDINARY COUNCIL MEETING
MINUTES –28/10/2014

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XXIV.	COMMITTEE MEETING (ATTACHMENTS)	
A	Economic Development Committee	
B	Community Services Committee	
C	Corporate Services & Finance Committee	
D	Works & Services Committee	
E	Planning & Development Committee	

1. DECLARATION OF OPENING

[6:00:02 PM](#) The Mayor declared the meeting open.

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	Mayor D Wellington
Councillors:	
Breaksea Ward	V Calleja JP
Breaksea Ward	R Hammond
Frederickstown Ward	C Dowling
Frederickstown Ward	G Stocks
Kalgan Ward	J Price
Kalgan Ward	B Hollingworth
Vancouver Ward	S Bowles
Vancouver Ward	N Williams
West Ward	G Gregson
West Ward	A Goode JP
Yakamia Ward	R Sutton
Yakamia Ward	A Hortin JP
Staff:	
Chief Executive Officer	G Foster
Deputy Chief Executive Officer	G Adams
Executive Director Planning and Development Services	D Putland
Executive Director Community Services	C Woods
Executive Director Works and Services	M Thomson
Minutes	J Williamson
Apologies: Nil	

4. DISCLOSURES OF INTEREST

Name	Committee/Report Item Number	Nature of Interest
Councillor Bowles	CSF124	Impartiality. The nature of the interest being that Councillor Bowles is the Chairperson of the WA Museum Albany Advisory Committee. Councillor Bowles remained in the Chamber and participated in the discussion and vote.
Councillor Williams	PD054	Impartiality. The nature of the interest being that Councillor Williams' business partnership is a former tenant of the proponent. This item was withdrawn from the agenda at the request of the proponent.

5. REPORTS OF MEMBERS

[6:01:44 PM](#) Councillor Hammond

Summary of key points:

- Attended the Albany Dance Club as judge.
- Approximately 250 people in attendance, Albany has second largest dance club in WA.

[6:03:00 PM](#) Councillor Price

Summary of key points:

- Attended the soft opening of the National Anzac Centre.
- Thanked staff for their efforts

[6:03:30 PM](#) Councillor Hollingworth

Summary of key points:

- Attended the soft opening of the National Anzac Centre.
- Attended SEGRA conference in Alice Springs.

[6:04:09 PM](#) Councillor Gregson

Summary of key points:

- Thanked Emergency Management staff for their work leading up to the Anzac Commemoration weekend.

6:04:42 PM Councillor Williams

Summary of key points:

- Attended the following:
 - Little Grove Chalet Committee
 - Free Range Piggery;
 - Napier Tennis Club;
 - Business After Hours at Saltacious;
 - Soft Opening of the National Anzac Centre; and
 - Pre opening celebration for Due South.

6:07:07 PM Councillor Dowling

Summary of key points:

- Attended the Volunteer Bush Fire Brigade presentations.
- Opened the Albany Art Group.
- Attended the Police Remembrance Service on behalf of the Mayor.
- Attended Historical Garden Society functions.

6:08:01 PM Mayors Report

Summary of engagements undertaken by the Mayor since the September Ordinary Council Meeting:

- Council Open Forum
- Mayor General Chalmers (First Assist. Secretary/Commemorations and War Graves Division) Department of Veterans Affairs, and Mr Peter King (Deputy Commissioner) in relation to the Albany Convoy Commemorative Event.
- Official Opening of the Discovery Bay Tourism Experience by the Hon. Colin Holt.
- Depression Support Network Open Day.
- Plantagenet Pork official launch of Coles Finest Free Range Port.
- Meeting in Perth with Landcorp and Seashells to discuss Albany Waterfront Hotel.
- Mayors and Presidents lunch with Hon. Tony Simpson MLA.
- Opening Cocktail Reception for Hybla.
- Lake Seppings Drive site visit.
- Ms Michelle Mackenzie (Regional Communities) from Rio Tinto and Mr Justin Francesconi from Employment and Engagement.
- Citizenship Ceremony.
- Albany Community Radio.
- Civic Welcome Reception for the Australian Garden Historical Society.
- Opening of the 35th Annual National Conference of the Australian Garden Historical Society.
- McHappy Day.
- Soft Opening/Thank You Function at the National Anzac Centre.
- Business Luncheon with Mr Frank Marra, CEO and Mr Stuart Nahjski, General Manager Regional South from Landcorp.
- ABC 7.30 Program Interview.
- Interview with Mr Clive Robinson from 2UE.

RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR DOWLING

THAT the Mayors Report be RECEIVED.

CARRIED 13-0

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

7. PUBLIC QUESTION TIME

[6:12:41 PM](#) **Mr Tony Demarteau, 1 Fenton Way, Albany**

Summary of key points:

- Congratulated all staff for their efforts in preparing Albany for the Anzac Commemorations.

[6:13:44 PM](#) There being no further speakers the Mayor declared Public Question Time closed.

8. APPLICATIONS FOR LEAVE OF ABSENCE Nil.

9. PETITIONS AND DEPUTATIONS Nil.

10. CONFIRMATION OF MINUTES

RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR PRICE
SECONDED: COUNCILLOR STOCKS

THAT the minutes of the Ordinary Council Meeting held on 23 September 2014, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 13-0

11. PRESENTATIONS Nil.

12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS Nil.

**ED017: LINYI CHINA – ALBANY BUSINESS DELEGATION VISIT-
VERSION TWO**

Proponent : City of Albany
Attachments : Signed Linyi Agreement & Linyi Itinerary
Report Prepared by : Manager Tourism Development Services (M Bird)
Responsible Officer(s): : Executive Director Community Services (C Woods)

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: 1.** Smart Prosperous and Growing.
 - b. **Strategic Objective: 1.1** To foster links between education, training and employment that support economic development.
 - c. **Strategic Objective 1.2** To strengthen our region's economic base.
 - d. **Strategic Objective 1.3** To develop and promote Albany as a unique and sought after destination.
 - e. **Strategic Initiatives:**
 - 1.1.1 Learning City
 - 1.2.2. Economic Diversity
 - 1.3.2. Tourism Destination

In Brief:

- A government and business delegation from Albany and the Great Southern region led by the City of Albany Mayor recently visited Linyi, China and were hosted by the Linyi Municipal People's Government.

RECOMMENDATION

**ED017: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR HAMMOND
SECONDED: COUNCILLOR WLLIAMS**

THAT Council:

- 1. NOTE the Report.**
- 2. ENDORSE the agreement for the establishment of friendly and cooperative relationships between Albany and Linyi.**
- 3. Ask the Albany Chamber of Commerce and Industry to take the lead in the development of any further business opportunities arising from the relationship.**

CARRIED 13-0

ED017: COMMITTEE RECOMMENDATION

**MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR SUTTON**

THAT Council:

- 1. NOTE the Report.**
- 2. ENDORSE the agreement for the establishment of friendly and cooperative relationships between Albany and Linyi.**

CARRIED 8-0

ED017: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

- 1. NOTE the Report.**
- 2. ENDORSE the agreement for the establishment of friendly and cooperative relationships between Albany and Linyi.**

BACKGROUND

- 2. A Linyi delegation of government and business representatives visited Albany mid December 2013 and invited a reciprocal visit from Albany and Great Southern region representatives.**
- 3. Council approved a reciprocal visit at the February 2014 Ordinary Council Meeting with a preliminary travel budget of \$5,305 per delegate with a maximum of 10 representatives.**
- 4. The Albany delegation was lead by Mayor Dennis Wellington and the Manager of Tourism Development Services and included representation from the Albany Chamber of Commerce and Industry, Business Development Manager Albany Port Authority; , Acting Principal Great Southern Grammar; and the, Operations Manager CBH Group.**

5. The delegation departed Perth on Sunday 13 July and returned Sunday 20 July.
6. Linyi is situated in the south east of Shandong, China being adjacent to the Yellow Sea. It exercises jurisdiction over three districts, nine counties and three development zones including two national development zones.
7. Linyi is a strong commercial and trading city within China and looking to establish international economic partnerships. It has a strong focus upon agriculture, education and trade including 60,000 college students and 96,000 vocational technical college students.
8. Linyi has a population of 10.82m and covers a total area of 17,200 square kilometres. Albany and the Great Southern region have a population of 60,000 and covers some 39,000 square kilometres.

DISCUSSION

9. The delegation visited 3 major cities within the Shandong province including Linyi, Laiwu and Jinan, some 2 hours drive from one another. Combined these 3 cities have a population comparable to that of Australia.
10. A copy of the Linyi itinerary is attached. Average travel and hosting cost per delegate was \$4,298 paid by each organisation and tour planning was centrally coordinated by the City of Albany.
11. During the visit the City of Albany and Linyi Municipal People's Government signed an agreement for the establishment of friendly cooperative relationships. The key principles include;
 - i. Both sides agree to formally start a co-operative relationship between the two cities.
 - ii. A system of mutual visit and meetings between the leaders shall be established and liaison departments shall be appointed by both sides respectively to facilitate consultations on the matters of common concern.
 - iii. Both sides shall actively promote economic and trade cooperation in accordance with the principles of mutual benefit and enhance the cooperation between the enterprises of both cities in the fields of trade, investment, technology and environmental protection.
 - iv. Both sides shall carry forward the exchanges of culture, education, science and technology to enhance mutual understanding and friendship.



Figure 1 – signing ceremony Albany and Linyi



Figure 2 – signing ceremony Albany and Linyi

12. An effective international relations program implemented by the City of Albany should deliver benefits to a wide cross section of the community. This program requires leadership and a commitment of resources to achieve the desired objectives and outcomes from the relationship. These can be summarised as;
 - a. Economic – partnerships between international cities can decrease barriers to international trade and enable valuable export market opportunities for local businesses. It can stimulate new investment into the region. Educational and cultural outcomes can also generate economic outcomes.
 - b. Cultural – international relationships create opportunities for increased diversity in cultural events and activities that are available to the community to experience which serve to break down cultural barriers.
 - c. Educational – international partnerships create new markets for local educational institutions to service the growing global demand for quality secondary and tertiary education with English language focus.
13. A number of opportunities were investigated during the visit including potential Linyi investment in infrastructure required within Albany and the Great Southern region including an abattoir facility, hotel development sites, and port facilities. Potential trade opportunities surrounding Great Southern grain, seafood, milk, tree plantations, tourism, education and wine exports were discussed.
14. Since the delegation returned from Linyi officers have received a Chinese business group visit to the region with interest in an order for immediate shipments of frozen beef and cherries from this region. Further we have received formal interest in the Waterfront Hotel site and have arranged an introductory meeting with Chinese investors and project manager Landcorp on the 6th of October.
15. The City of Albany has shown leadership in establishing a relationship with Linyi and should now support local stakeholders within industry and business, educational and cultural sectors to further develop these opportunities.
16. Summary of officer observations;
 - i. Albany and the South Coast region offers a premium product positioning within the Chinese market. This encompasses tourism, wine and food produce. Australia generally is highly regarded for quality and superior food standards within the China marketplace.

- ii. Albany's natural environment is also a major attraction with clean fresh air and sparsely populated beaches in direct contrast to what the Chinese visitor typically experiences. See image below taken from local newspaper during visit.



Figure 3 - newspaper article China Daily, 14 July 2014

- iii. There are a number of trade and investment opportunities to explore with potential Chinese business groups and individuals. The reality is that what Albany and the Great Southern region have to offer is largely unknown to these groups and creating mechanisms for exchange of information and creating relationships are important first steps in developing trade and investment opportunities that should benefit the Albany region.
17. All Albany delegates reported the visit successful and a worthwhile investment.

GOVERNMENT & PUBLIC CONSULTATION

18. This initiative has the support of the Albany Chamber of Commerce and Industry and local businesses.
19. The Community Strategic Plan involved widespread community consultation in late 2012 and early 2013. The community identified a number of economic priorities under the theme of Smart Prosperous and Growing and this initiative satisfies these three main objectives.

STATUTORY IMPLICATIONS

20. Nil

POLICY IMPLICATIONS

21. Nil

RISK IDENTIFICATION & MITIGATION

22. The risk identification and categorisation relies on the City’s [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Business Community/ Reputation and Financial: If Council does not support an active follow up to this cultural exchange, potential trading and investment opportunities could be lost.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>In accordance with the Council adopted Economic and Development Strategy, Council endorses the Executives Recommendation to provide ongoing engagement and support of activities that promote education, business and investment opportunities.</i>

FINANCIAL IMPLICATIONS

23. The cost of coordinating the tour planning was borne by the City of Albany.
24. The financial implications from the delegation visit were \$4,298 per delegate paid by each organisation.
25. Cost to the City of Albany in total was \$11,402 comprising two delegates (\$8,596), City gift (\$300), and marketing collateral into Chinese language (\$5,326). Chinese language marketing collateral has an ongoing use for destination marketing so this cost should not be fully apportioned against Linyi visit.

LEGAL IMPLICATIONS

26. Nil

ENVIRONMENTAL CONSIDERATIONS

27. Nil

ALTERNATE OPTIONS

28. The purpose of this report is to communicate results of the recent visit. Council may choose not to support further progression of this opportunity.

SUMMARY CONCLUSION

29. The City of Albany showed leadership in developing this relationship with the City of Linyi. The Albany and Great Southern delegation visit to Linyi is considered an important first step in developing a relationship that should progress economic, trade, educational and cultural cooperation and exchange that are mutually beneficial to both cities.
30. The visit and relationships developed have already resulted in increased Chinese interest in the Albany region for trade and investment.
31. That the Officer recommendation be supported based on the identified value and potential economic, educational and cultural benefits to the Albany community.

Consulted References	:	Information Office of Linyi Municipal People’s Government
File Number (Name of Ward)	:	ED.INR.6 (All Wards)
Previous Reference	:	Nil

ED018: ADOPTION OF THE MAJOR AND REGIONAL EVENTS STRATEGY 2014-2017

Proponent : City of Albany
Attachments : City of Albany Events Strategy (2014-2017)
Prepared by : Manager Tourism Development Services (M Bird)
Responsible Officer(s): : Executive Director Community Services (C Woods)

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: 1.** Smart Prosperous and Growing.
 - b. **Strategic Objective 1.3** To develop and promote Albany as a unique and sought after destination.
 - c. **Strategic Initiative 1.2.2.** Economic Diversity
Strategic Initiative 1.3.1. Events Management
Strategic Initiative 1.3.2. Tourism Destination

In Brief:

- The review and development of the City of Albany Major and Regional Events Strategy 2014-2017 (attached) has now been completed and is linked to the current City Economic Development Strategy and Community Strategic Plan.

RECOMMENDATION

ED018: RESOLUTION
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR HOLLINGWORTH
SECONDED: COUNCILLOR HORTIN

THAT Council:

1. **ENDORSE** the City of Albany Major and Regional Events Strategy 2014-2017;
2. **ENDORSE** the Event Evaluation Tool contained within the strategy and call for nominations for a three member panel to assess and make recommendations on the annual Regional Event Sponsorship program; and
3. **NOMINATE** the following elected members to the Panel to assess and make recommendations on the annual Regional Event Sponsorship Program:
 - **Mayor Wellington**
 - **Councillor Sutton**
 - **Councillor Bowles**

CARRIED 13-0
ABSOLUTE MAJORITY

ED018: COMMITTEE RECOMMENDATION

MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR SUTTON

THAT Council

1. ENDORSE the City of Albany Major and Regional Events Strategy 2014-2017;
2. ENDORSE the Event Evaluation Tool contained within the strategy and nominate a three member panel to assess and make recommendations on the annual Regional Event Sponsorship program; and
3. NOMINATE the following elected members to the Panel to assess and make recommendations on the annual Regional Event Sponsorship Program:
 - Mayor Wellington
 - Councillor Sutton
 - Councillor Bowles

CARRIED 8-0

ED018: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council

1. ENDORSE the City of Albany Major and Regional Events Strategy 2014-2017; and
2. ENDORSE the Event Evaluation Tool contained within the strategy and nominate a three member panel to assess and make recommendations on the annual Regional Event Sponsorship program.

BACKGROUND

2. The Major and Regional Events Strategy aligns with the City's Economic Development Strategy adopted in November 2013.
3. A key objective of the Economic Development Strategy is to develop Major and Regional Events as an important contributor to the growth of tourism development within the City of Albany.
4. Events is a term that is loosely used to define a wide range of group activities. This events strategy deals only with Major and Regional events. These are defined in the attached Strategy as follows;
 - **Major events** - events of national or international interest, that are pivotal to Amazing Albany brand, generate economic and social benefits. Typically one off, major economic drivers and brand enhancers, City may or may not be involved in event delivery beyond financial support and marketing. The City allocates a major event attraction budget each year and secured the Clipper Round the World Yacht Race in 2013 and the National Athletics Cross Country Championships in 2014.

- **Regional events** - events that attract regional participation and visitation, that reinforce the Amazing Albany brand, and generate economic and social benefits. The City's Regional Event Sponsorship (RES) program is annual event sponsorship funding program focused upon delivering economic and social outcomes. Examples of events funded under the City's RES include the Great Southern Festival (PIAF), Albany Car Classic, and the Albany Urban Downhill.
5. Community events are defined as driven by and supported by local communities that deliver social outcomes in a local setting. Examples of local events delivered by the City include the Annual Christmas Pageant, civic functions, Australia Day and New Years Eve events. Community events are not included in the Major and Regional Events Strategy.

DISCUSSION

6. "Smart, prosperous and growing" is one of the key Community Strategic Plan themes and forms the platform from which the City of Albany's Economic Development Strategy and the flow on Major and Regional Events Strategy are derived.
7. The staging of Major and Regional Special Events has the ability to produce a wide range of significant economic and social benefits for communities and regions, and is considered a Regional promotional tool for successful tourism destination development.
8. Key objectives of the Strategy are to support development of major events which;
- Positively reflect the character of Albany and south coast region lifestyles,
 - Support Albany's unique identity and align with the Amazing Albany destination brand,
 - Will attract significant visitor numbers to the destination via a strategically balanced year round event calendar,
 - Leverage and maximise Albany's unique points of difference and competitive advantages.

The Major and Regional Events Strategy details Albany's main points of difference and unique selling points in terms of visitor experiences and destination marketing.

9. In addition a key part of this strategy is the development of a simple event evaluation tool that can be used to measure the impacts of specific events and to guide support of future events for the Albany's major and regional events portfolio. A draft assessment methodology has been developed to measure an event's potential impact across economic value, job creation, destination promotion, strategic fit with City objectives, social and community benefits. The assessment tool scores an event across seven variables and delivers a score out of a total possible 70 points. The seven measures are a combination of objective data calculation and subjective assessments and encompass;
- 1 Number of visitors
 - 2 Economic spend Return on Investment (ROI) and overall spend
 - 3 Number of jobs created
 - 4 Level of strategic fit with City objectives
 - 5 Level of destination exposure/media and PR value
 - 6 Timing of event in shoulder or low periods
 - 7 Social value, level of community engagement.

10. The Officer recommendation includes forming a selection panel comprising Economic Development Committee members that will use this event evaluation tool to assess and make recommendations of events for City to support via the Regional Event Sponsorship program.

GOVERNMENT & PUBLIC CONSULTATION

11. The Community Strategic Plan involved widespread community consultation in late 2012 and early 2013. The community identified a number of economic priorities under the theme of Smart Prosperous and Growing including the attraction of major events.

STATUTORY IMPLICATIONS

12. There are no statutory requirements relating to this item.

POLICY IMPLICATIONS

13. There are no policy requirements relating to this item.

RISK IDENTIFICATION & MITIGATION

14. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputation/Community/Organisation's Operations: The City fails to adopt a strategic and sustainable approach to Major and Regional Events attraction and funding thereby not realising on the benefits of hosting and attracting significant events .</i>	<i>Unlikely</i>	<i>Significant</i>	<i>Medium</i>	<i>Council to mitigate risk and take control of the situation by endorsing the Events Strategy and committing resources to the pursuit of Events Strategy objectives..</i>

FINANCIAL IMPLICATIONS

15. The adopted 2014/15 Budget and existing staff resources are sufficient to start implementing the identified event objectives contained within the strategy. This includes the 2014/15 allocation of funding for the new Events and Public Relations Coordinator role, \$100,000 in the Regional Events Sponsorship program, and \$75,000 in the Major Event Attraction program.
16. A key strategy of the Major and Regional Events Strategy is to grow the Major Event Attraction and Regional Event Sponsorship budgets by investigating new funding models for the City's tourism, events and economic development programs.

LEGAL IMPLICATIONS

17. Nil

ENVIRONMENTAL CONSIDERATIONS

18. Nil.

ALTERNATE OPTIONS

19. Council may chose not to endorse the Major and Regional Event Strategy or to modify the proposed strategy.

SUMMARY CONCLUSION

20. A key objective of the City's Economic Development Strategy is to develop Major and Regional Events as an important contributor to the growth of tourism development within the City of Albany.
21. The staging of Major and Regional Special Events has the ability to produce a wide range of significant economic and social benefits for communities and regions, and is considered a Regional promotional tool for successful tourism destination development.
22. The strategy provides direction on which events to attract and support and how to measure the impacts for the region via the implementation of an event evaluation tool.
23. The Strategy is submitted for endorsement by Council and this will enable resources to be allocated to the attainment of economic outcomes in a planned and coordinated approach.

Consulted References	:	Nil
File Number (Name of Ward)	:	RC.EVM.35 (All Wards)
Previous Reference	:	Nil

**ED019: 2014 AUSTRALIAN NATIONAL AGED AND ALL SCHOOLS
CROSS COUNTRY - POST EVENT EVALUATION REPORT**

Proponent : City of Albany
Prepared by : Manager Tourism Development Services (M Bird)
Responsible Officer(s): : Executive Director Community Services (C Woods)

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:** 1. Smart Prosperous and Growing.
 - b. **Strategic Objectives:**
 - 1.2 To strengthen our region's economic base.
 - 1.3 To develop and promote Albany as a unique and sought after destination.
 - c. **Strategic Initiative:**
 - 1.2.2. Economic Diversity
 - 1.3.1. Events Management
 - 1.3.2. Tourism Destination

In Brief:

- Accept the City of Albany Officer post activity report.

RECOMMENDATION

**ED019: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR HOLLINGWORTH**

THAT the City of Albany Post Event Evaluation Report for the Australian National Aged and All Schools Cross Country Championships be RECEIVED.

CARRIED 13-0

ED019: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR GREGSON**

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 8-0

ED019: RESPONSIBLE OFFICER RECOMMENDATION

THAT the City of Albany Post Event Evaluation Report for the Australian National Aged and All Schools Cross Country Championships be RECEIVED.

BACKGROUND

2. Albany Council approved entering into the host town contract with Athletics Western Australia at the November 2013 OCM up to the value of \$70,000 with \$50,000 allocated from the City's 14/15 major events attraction budget with the remainder from other sources.
3. Each year a different state is allocated by Athletics Australia the opportunity to host the titles.
4. The 2014 Event was the first time it was held in Western Australia outside of the Perth metropolitan area.
5. The Official Event Program ran over the 23-25 August 2014 and included the Individual Cross Country, Race Walking, and School Sport Australia Relay Championships over the 3 day competition period.
6. The City and Athletics WA (AWA) partnered with the Great Southern Grammar and the Albany Race Club to deliver two of the Championship Events.
7. The Great Southern Development Commission (GSDC) and The Department of Sport and Recreation were approached to assist in the funding of the Championships but declined.
8. In kind support from both the Great Southern Grammar and the Albany Race Club was secured to host the Cross Country Championships and the Schools Relay event.

DISCUSSION

9. The Event was hosted between 23-25 August 2014 and attracted an estimated 3,017 visitors to Albany comprising 869 competitors, 2,095 accompanying support, family, guardians and 53 officials (source: AWA and City competitor survey).
10. The City has prepared a post event evaluation report. The report scored the event across 7 variables. The City conducted post event surveys of event participants and of local Albany businesses in order to measure these variables.
11. The event assessment methodology used by the City has been custom developed in-house to measure an event's impact across economic value, job creation, destination promotion, strategic fit with City objectives, social and community benefits.

A summary of these results is included below:

12. **Number of Visitors;** 3,017
 - a. 869 competitors (816 from Cross Country and 53 from Race Walking)
 - b. 53 event administration and officials
 - c. 2,095 travelling support, family and guardians (estimated from event organisers and post event survey results).
13. **Economic Value;** \$ total direct visitor spend
 - a. Direct event visitor spend was \$1,686,729 (estimated from post event surveys and excludes travel to and from Albany). Competitor survey respondents spent an average of \$1,491 each trip and stayed 4.53 nights.
 - b. In addition Athletics WA administration and officials direct spend was \$27,190 (source: AWA).
 - c. Using the City of Albany "economy.id" event impact calculator tool total impact on the City of Albany economy is estimated to be \$2.13m (direct impact \$1,278,851 industrial impact \$387,965, consumption impact \$460,225).

- d. City business units direct measurable benefit received was \$42,782 (Airport additional fees \$36,750 and Albany Visitor Centre \$6,032).
 - e. ROI assessment of 24:1; \$70,000 investment generated an estimated \$1,686,729 on direct visitor spend.
14. **Jobs Created;** The following is estimated using the City of Albany “economy.id” event impact calculator tool
- a. Using the economy.id event impact calculator tool the event was assessed as delivering significant employment to the destination.
15. **Media/PR Value;**
- a. Event assessed as low to very low media/PR value for the Albany destination.
16. **Strategic Fit;**
- a. Event assessed as low to medium to against City of Albany "smart prosperous and growing" and events strategy objectives.
17. **Timing;**
- a. Excellent timing as Event was staged in a typically low winter month visitor period and outside of school holidays.
18. **Social Value;**
- a. Event assessed as low in terms of level of social value, level of local community engagement.
19. The event was assessed as being economically successful delivering a strong ROI on the initial \$70,000 host city investment and generating an estimated \$1,686,729 into the local economy in a typically quiet visitor period.
20. The City also surveyed local Albany businesses post the event (41 respondents). A summary of results include;
21. 82.93% of businesses reported an increase in normal turnover over the period, nil reported a decrease, and 17.07% reported no change.
22. Average increase in turnover was 34.47% for those that reported the event had a positive impact.
23. 46.34% of businesses reported that their staff worked additional hours and 21.95% reported that they stayed open longer hours over the event period.
24. When asked to rate how their business benefitted from Albany hosting the event, 26.83% replied “somewhat”, 31.71% replied “to a great extent”, and 14.63% said “to a very great extent”. 4.88% responded “none at all”.
25. When asked to rate how the Albany business community benefitted from hosting the event, 17.50% replied “somewhat”, 57.50% replied “to a great extent”, and 17.50% said “to a very great extent”. Only 7.50% responded “to a small or very small extent”, nil said “none at all”.

26. Local businesses were asked to provide suggestions for improvement and these have been included in the full report attachments. These comments will be reviewed and integrated into future event attraction and delivery as part of the City's continuous improvement model.
27. As the primary host venue Great Southern Grammar (GSG) provided the following feedback;
28. **Economic impact:** Sales results for the GSG P+F food stalls were strong, with worthwhile net fundraising outcomes. GSG catering provided meals for 60 officials, resulting in net economic benefit to GSG.
29. **Media/PR value:** Excellent all round. The event raised the profile of the school and its capacity to host events of this scale on the national stage. GSG was tasked with all media engagement for the event and consequently received significant editorial coverage and broadcast airtime from the following media outlets: GWN7; ABC Great Southern; Albany Community Radio; Albany Advertiser; Great Southern Weekender. PR and word of mouth was exceptional, with the school as venue host being widely discussed on the street.
30. **Social value/level of community engagement:** Data suggests that 2500+ people attended the event on 23 August. If this comprised 600 competitors and 600 support crew/parents, then it can be surmised that the balance of attendees (1300) were drawn from the Great Southern region, which is a significant number. Social media data analytics reflect the following insights. The period 22-29 August showed considerable increases in reach, with an organic reach to 6737 people via Facebook over this period. This reach averages to 1367 per day, as against an average of 179 for similar periods throughout the year. Likes over the period averaged 82 per day, compared to an average of 12 likes for similar periods throughout the year. Events of this nature demonstrate that regional hosts can and do provide a high standard of infrastructure and event support, when given the opportunity. In respect of relationship development, GSG has now collaborated on two additional events with Athletics WA since, thereby further cementing the opportunities being made available to children in this region courtesy of the cross county event partnership. The event was an invaluable experience for students as they experience the demands, expectation and responsibility of performing at a national level (source: Great Southern Grammar event feedback).
31. The City also implemented a local communication program to inform local business and community pre event. This included media releases to local media, local radio segments, promotion via the City's regular newspaper community information pages, inclusion in Visitor Centre "What's On" newsletter distributed to industry database, inclusion in ACCI newsletter and Amazing Albany social media platforms. Advertising and communication of extended temporary retail trading hours for the Sunday were also implemented as per normal procedures.

GOVERNMENT & PUBLIC CONSULTATION

32. The City initially investigated the host city opportunity with the WA State Government Eventscorp. Following this the City negotiated directly with Athletics Australia and its WA State body to secure the event host rights.
33. The Community Strategic Plan involved widespread community consultation in late 2012 and early 2013. The community identified a number of economic priorities under the theme of Smart Prosperous and Growing including the attraction of iconic major events.

STATUTORY IMPLICATIONS

34. Nil

POLICY IMPLICATIONS

35. Nil

RISK IDENTIFICATION & MITIGATION

36. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputational/Community: The current COA event assessment and approval process is not reviewed to ensure a standardised assessment tool is used to measure event value and to approve event bids is put into place could result in events such as this being lost to the City and Region.</i>	<i>Unlikely</i>	<i>Major</i>	<i>Medium</i>	<i>Officers to develop the Event Policy for adoption which identifies the assessment tool and approval process for attracting major events.</i>
<i>Reputational/Community: A guaranteed and sustainable major event funding pool is not developed and secured across multi years to enable the ongoing attraction and hosting of events that have a positive Economic Impact on the City.</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Officers prepare as part of the Event Policy develop a funding model for Council consideration and adoption.</i>
<i>Reputational: Suggestions for improvement were received from local businesses via the post event survey. If these are not reviewed and adopted where appropriate then potential reputational risk exists for the City.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>City officers to review local business feedback and suggestions for improvement and integrate into event attraction, management and promotion processes.</i>

FINANCIAL IMPLICATIONS

37. Albany Council approved entering into the host town contract with Athletics Western Australia at the November 2013 OCM up to the value of \$70,000.
38. The 2014/15 Major Events Attraction Budget was \$75,000.
39. Minor various in-kind support was secured from local stakeholders (GSG and ARC) and the ACCI contributed \$1,500 financially to the host city bid. The GSDC and DSR declined to support financially.
40. City officers then explored other additional funding sources and were able to directly generate additional income into City business units by working closely with Virgin Australia Regional Airlines and by ensuring the Albany Visitor Centre was the preferred accommodation manager for event competitors.
41. An additional 12 flights were secured to transport 655 event competitors over the period and this equated to an additional \$36,750 in Albany Airport fees. The Albany Visitor Centre handled some \$45,261.65 in additional accommodation and tour bookings (net increase between 2013 and 2014 comparable periods) and netted \$6,789.24 in additional commission revenue.

42. The net direct cost to the City for hosting the event is calculated to be \$25,718, being the \$70,000 contract price less \$1,500 from ACCI and \$42,782 generated directly by the City's airport and visitor centre business units.
43. Both the Great Southern Grammar and the Albany Race Club also benefited financially from hosting the events and are not for profit community organisations.

LEGAL IMPLICATIONS

44. Nil

ENVIRONMENTAL CONSIDERATIONS

45. Nil

ALTERNATE OPTIONS

46. If the committee does not support the evaluation tool developed for assessing the economic impact of this event other methods can be explored.
47. An alternate method to estimate economic impact is to use Tourism Australia Research (TRA) average spend estimates and apply these to the competitor survey data received. TRA assumes sports event participants (both competitors and visiting spectators) on average spend \$234 per night or \$122 per night less airfares. Assuming 3,017 total visitors (869 competitors, 53 officials, 2,095 accompanying), average stay 4.53 nights, then total direct spend less airfares is estimated at \$1,667,375. This is comparable to the economic impact estimate highlighted under point 11 of this paper.

SUMMARY CONCLUSION

48. Securing the 2014 Australian National Aged and All Schools Cross Country event achieved a City strategic deliverable to identify iconic events that provide community and economic benefits.
49. Local businesses surveyed believed the Albany business community benefitted from hosting the event with 75% believing the benefits received were either "to a great extent" or "to a very great extent".
50. The event was assessed as being economically successful delivering a strong ROI on the initial \$70,000 host city investment and generating an estimated \$1.69m of direct visitor spend (airfares excluded) in a typically quiet visitor period.

Consulted References	:	Nil
File Number (Name of Ward)	:	RC.EVM.35 (All Wards)
Previous Reference	:	Nil

CS012: COMMUNITY DEVELOPMENT STRATEGY 2014-2018

Proponent : City of Albany
Attachments : Community Development Strategy 2014-2018
Appendices : Community Development Strategy 2008
Prepared By: : Community Development Officer (R Param)
Responsible Officer(s): : Executive Director Community Services (C Woods)

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 2013-2017](#):
 - a. **Key Theme:** 3. A Sense of Community.
 - b. **Strategic Objective:** 4.3. To build resilient and cohesive communities with a strong sense of community spirit.
 - c. **Strategic Initiative:** 4.1.2. Community Development.

In Brief:

- Adoption of the City of Albany Community Development Strategy 2014-2018.
- The City's Community Development Strategy will provide a framework for the activities of the Community Development Officers for the next four years.
- The Strategy has been developed through a period of research and extensive community consultation, and builds on the work of previous Strategies to support communities reach and sustain their potential.

RECOMMENDATION

CS012: RESOLUTION

VOTING REQUIREMENT: ABSOLUTE MAJORITY

Moved: Councillor Bowles

Seconded: Councillor Dowling

THAT Council ADOPT the Community Development Strategy 2014-2018 as outlined in Attachment.

**CARRIED 13-0
ABSOLUTE MAJORITY**

CS012: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR GOODE
SECONDED: MAYOR WELLINGTON

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5 -0

CS012: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council ADOPT the Community Development Strategy 2014-2018 as outlined in Attachment.

BACKGROUND

2. The City's first Community Development Strategy was adopted by Council in 2005. The Strategy was developed following survey feedback from elected members. The Strategy was reviewed in 2007, and a revised Strategy was adopted by Council in May 2007. A minor revision to the Strategy was approved by the City's then Community and Economic Development Strategy and Policy Committee, with the final Strategy adopted by Council in May 2008.
3. The current Strategy has the following Strategic Focus Areas:
 - a. Seniors;
 - b. Youth;
 - c. Disability;
 - d. Indigenous.
4. The City has undertaken extensive community consultation over a four month period to update the Strategy to align with current community, stakeholder and organisational priorities.

DISCUSSION

5. Community development is a continual process designed to create conditions of economic and social progress for the whole community. Successful community development activities rely on community initiative and participation to people's fullest capacity.
6. Effective, sustained community development activity aims to strengthen social capital. Social capital refers to the network of relationships between people who live in a particular community, thereby enabling that community to function effectively.
7. Communities with high social capital have lower transaction costs of conducting business, lower levels of crime, enhanced community participation and wellbeing, and improved economic prosperity. Community development therefore represents an integral function of local governments, and can complement or enhance activities in other core functional areas.
8. At the City of Albany community development activity occurs across the organisation. The Community Development Strategy however, will direct the activities of the Community Development Officers over the next four years.

9. There was strong community engagement with the review process, with substantial input received which far exceeded the expected response. The City utilised a 'visioning' process whereby people were asked to identify features of their ideal community, what 'assets' existed in their ideal community, and what changes or resources could be harnessed to realise their vision.
10. City of Albany staff reviewed the stakeholder submissions, analysed the survey and focus group data, and categorised the feedback into broad themes, notably:
11. Community safety;
12. Social inclusion;
13. Improved connection;
14. Sustainability.
15. City staff then identified key strategies which are detailed in the Community Development Strategy.
16. The Strategy was reviewed by key City staff and business units.
17. The Community Development Strategy remains a working document with achievement of the objectives and strategies linked to the annual budget and workplan review cycles. This process of annual review of achievements will ensure that the Strategy remains a 'living document', ensuring ongoing performance monitoring.
18. Once adopted, the Strategy will require graphic design and formatting for public distribution.

GOVERNMENT & PUBLIC CONSULTATION

19. The City sought written submissions from a range of stakeholders across Albany. Written submissions were received from the following government agencies:
 - a. Great Southern Institute of Technology;
 - b. Department of Transport;
 - c. Great Southern Development Commission;
 - d. Western Australian Museum;
 - e. Great Southern Human Services Forum (a bi-monthly forum of various state, federal and local government agencies, as well as key non-government organisations);
 - f. Western Australian Police; and
 - g. Department of Sport and Recreation.
20. The City conducted extensive public consultation over a four month period. The public had numerous opportunities to contribute to the consultation through surveys, postcards, displays and stalls at public events, focus groups and stakeholder workshops.
21. A total of 322 surveys were received, 65 quick ideas postcards, and 92 people participated in a total of 9 focus groups and stakeholder workshops. These methods produced a rich and abundant source of community feedback/data.

22. Additional opportunities to connect with the consultation process included three rural movie nights, one in Bornholm where around 30 people attended, one in Redmond where around 80 people attended, and the last in Wellstead where around 15 people attended. A display at Albany Public Library remained throughout the consultation period, and further opportunities for the public were provided via stalls at Albany Farmers Market (three Saturdays), a stall at Albany Public Library (one Saturday), and attendance by City staff at the youth drop in service (two Friday evenings).

STATUTORY IMPLICATIONS

23. Nil.

POLICY IMPLICATIONS

24. The Community Development Strategy 2014-2018 is a City-wide Plan, and as such may apply to other departments across the organisation. The policy implications in relation to this item are set out in the Strategy, including relevant areas of the organisation which may be implicated.

RISK IDENTIFICATION & MITIGATION

25. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#). The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Community/Reputation: Council does not adopt the Community Development Strategy which undermines the public goodwill and community buy-in generated by the review process.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Treat: Council adopts the Community Development Strategy, or adopts a modified strategy in a time period that does not undermine the public goodwill and buy-in to the review process.</i>

FINANCIAL IMPLICATIONS

26. The Community Development Strategy will be implemented by the two FTE Community Development Officers.
27. Achieving some of the identified strategies will have budget implications, which will be put to council for consideration in future financial years.
28. Where possible, the City will seek external funding to achieve the strategies which have financial implications.

LEGAL IMPLICATIONS

29. Nil.

ENVIRONMENTAL CONSIDERATIONS

30. Nil.

ALTERNATE OPTIONS

31. Council may choose not to adopt the Community Development Strategy.

SUMMARY CONCLUSION

32. The City has undertaken considerable community engagement activity to seek people's vision for their community. The response to this engagement process far exceeded expectations.
33. The draft Community Development Strategy has been updated following this consultation with the target community, as well as input from Executive Directors and Business Unit Managers across the organisation.
34. The Community Development Strategy will direct the activities of the City's Community Development Officers for the next four years.

Consulted References	:	City of Albany Community Development Strategy 2014-2018
File Number (Name of Ward)	:	CS.PLA.2 (All Wards)
Previous Reference	:	OCM 20/5/08 - Item 12.8.1

CS014: FUNDING REQUEST ALBANY SENIOR CITIZENS CENTRE

Attachments : Correspondence from Senior Citizens Centre (ICR14138667)
Background Presentation from Senior Citizens Centre
Report Prepared by : Community Development Officer (R. Param)
Responsible Officer : Executive Director Community Services (C. Woods)

Responsible Officer's Signature:



CONFIDENTIAL REPORT

Briefing paper distributed under Confidential Cover, in accordance with s5.23 (2) (e) (iii) of the Local Government Act 1995, being a matter if disclosed would reveal information about the financial affair of the subject business.

STRATEGIC IMPLICATIONS

1. The item directly relates to the following: [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
 - a. **Key Theme:** 4. A Sense of Community
 - b. **Strategic Objective:** 4.3 - To develop and support a healthy, inclusive and accessible community.

In Brief

- The Albany Senior Citizens' Centre has requested recurrent funding support from the City to assist with ongoing operational costs.
- The City adopted its 2014/15 budget prior to this request
- City officers advised the Senior Citizens Centre that they could make a presentation to the Councils Community Services Committee for funding requests in future budget periods.
- The Senior Citizens Committee made a formal presentation at the October 7 Community Services Committee meeting and this background paper is provided to brief elected members to assist in future decision making.

RECOMMENDATION

CS014: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR BOWLES

SECONDED: COUNCILLOR

THAT Council:

- **NOTE** this Confidential Report.
- **REQUEST** that the Chief Executive Officer instruct staff to **PREPARE** a report with regard to the Senior Citizens Centre request for funding.

CARRIED 13-0

**CS015: CITY OF ALBANY SPORT AND RECREATION FUTURES PLAN
(2015 – 2030) ENDORSEMENT OF PROJECT SCOPE AND
METHODOLOGY**

Owner : City of Albany
Attachments : Scoping Paper
Report Prepared by : Manager Recreation Services (S Stevens)
Responsible Officer : Executive Director Community Services (C Woods)

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:** 4. A Sense of Community
 - b. **Strategic Objective:** 4.2 – To create interesting places, spaces and events that reflect our community's identity, diversity and heritage.
 - c. **Strategic Initiative:** 4.2.1 Sport & Recreation Infrastructure

In Brief:

- The current Recreation Planning Strategy (2008 – 2013) has now expired. This strategy excluded facilities outside the main precinct, recreation program delivery, paths, trails, parks and reserves and volunteering.
- The City of Albany to develop a comprehensive and integrated City of Albany Sport and Recreation Futures Plan (2015 – 2030) which will guide strategic planning for the City of Albany sport and recreation facilities and programs for the next 15 years.
- This plan will include elements of the Centennial Park Sporting Precinct Master Plan, and other precinct plans to be identified.

RECOMMENDATION

CS015: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR SUTTON

THAT Council ENDORSE the scope and methodology developed for the City of Albany Sport and Recreation Futures Plan (2015 – 2030) which guides strategic planning for the City of Albany sport and recreation facilities and programs for the next 15 years.

CARRIED 13-0

CS015: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR GOODE
SECONDED: MAYOR WELLINGTON

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

CS015: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council ENDORSE the scope and methodology developed for the City of Albany Sport and Recreation Futures Plan (2015 – 2030) which guides strategic planning for the City of Albany sport and recreation facilities and programs for the next 15 years.

BACKGROUND

2. The City of Albany has made a considerable investment in the provision of sport and recreation facilities and supporting infrastructure and acknowledges the key role those provisions play in influencing health, well being and quality of life at a local level.
3. In 2013, the City of Albany reinstated the Recreation Services team which included a Club Development Officer. Funded by the Department of Sport and Recreation the Club Development scheme had been in place for over ten years before the City signed up to the agreement.
4. The City has started to work in partnership with sport and recreation groups that deliver sport and recreation on a seasonal basis, and collaborate with other key agencies to ensure the best facilities and programs are supported.
5. The current Recreation Planning Strategy (2008 – 2013) has now expired. This strategy excluded facilities outside the main precinct, recreation program delivery, paths, trails, parks and reserves and club volunteering.
6. The Community Sport and Recreation Facilities Fund (CSRFF) administered by the Department of Sport and Recreation (DSR) provide financial assistance to local government and community sporting groups to develop basic infrastructure for sport and recreation.
7. The City of Albany, for a number of years, had in place a moratorium on all contributing funds to the CSRFF program. This was lifted in 2013 and the City developed a capital seed fund for sporting clubs to leverage CSRFF.
8. As clubs gain awareness of the funding, the City is starting to receive numerous requests for the funding. At present there is no strategic direction or policies to assist with identifying the priority projects for the capital seed funding and how best to leverage funding for the community.
9. The City has received ongoing and consistent requests to address facility demands from the community (e.g. Tennis, Kite boarding and the Albany Waterski Club) without a clear understanding of the priorities of the whole community, and in the absence of any guiding principles from Council.
10. There is a growth of private commercial operators (fitness instructors and adventure sport companies) and the City has not yet developed the process to consistently and equitably deal with these groups and individuals.

11. There are current inadequacies to the existing user groups leasing, management of and utilisation of community property. Existing lease agreements differ in length, scope and the fees applied. To enable greater transparency and equity a review of current arrangement should be undertaken with a view to providing a clear way forward to existing and potential users groups to access, maintain and manage facilities.
12. The planned upgrade of the Centennial Park Sporting Precinct (CPSP) whilst providing clear direction for a wide range of indoor and outdoor facilities, and user groups has also raised the need for other precinct planning (Collingwood Park) to address the growing population and other sports needs.

DISCUSSION

13. To adequately and appropriately plan, invest in and support the sport and recreation needs for our community over the next 15 years the City will require strong strategic direction and clear and realistic planning.
14. Attached is the scoping paper outlining the rationale, project outcomes, process and resources required to deliver the City of Albany Sport and Recreation Futures Plan.
15. The City of Albany Sport and Recreation Futures Plan will provide a strategic planning framework and include:
 - An audit on current sport and recreation facility infrastructure within the City of Albany and sport and recreation programs delivered by City of Albany;
 - Identify growth patterns and trends which may impact on future sport and recreation needs;
 - Identify future facility requirements and program support including equitable and sustainable funding models for the next 15 years (to 2030);
 - Review all current management arrangements and move towards standardized arrangements and documentation;
 - Develop relevant policies that enable Council to plan and respond to community needs in a systematic, equitable and planned manner;
 - Develop processes and procedures for two way integration of the Sport and Recreation Future Plan within all key City of Albany strategic documents

GOVERNMENT & PUBLIC CONSULTATION

16. Initial Consultation with key user groups to assist with gathering baseline data and raising project awareness.
17. Establish a Project Control Group to provide strategic advice.
18. Targeted engagement through a planned approach, with identified internal and external communities.

STATUTORY IMPLICATIONS

19. Nil.

POLICY IMPLICATIONS

20. City currently has limited policies to assist with sport and recreation planning, it is envisaged that a suite of policies and guidelines will be developed as part of this project.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Community / Reputation: Sport and Recreation Futures Plan scope and methodology is not adopted by Council.</i>	<i>Unlikely</i>	<i>Moderate Reputation, Organisational Operations & Finance</i>	<i>Medium</i>	<i>Mitigation entirely dependent on Council. Council adopts the Sport and Recreation Futures Plan scope and methodology.</i>
<i>Community: The Sport and Recreation Futures Plan raises community expectations</i>	<i>Possible</i>	<i>Moderate Reputation, Community & Organisational Operations</i>	<i>Medium</i>	<i>Media and Communication Strategy to manage community expectations A realistic implementation plan is developed and managed Funds are allocated in forward budgets to accommodate projects identified in the plan.</i>
<i>Financial: Lack of resources to support the development of the Plan</i>	<i>Unlikely</i>	<i>Major Organisational Operations Finance</i>	<i>Medium</i>	<i>Funds are allocated to cover resources</i>
<i>Legal and Compliance: Inconsistent decision making occurs prior to Council’s adoption.</i>	<i>Likely</i>	<i>Moderate Reputation, & Finance</i>	<i>High</i>	<i>1. In the interim the PCG advises and provides recommendations to Council on any key decisions. 2. PCG and City Staff develop an interim policy to assist with prioritizing the capital seed funding and leveraging CSRFF. 3. Council to resource and prioritise the completion of the plan.</i>
<i>Reputation: Time frames to deliver Plan are unrealistic due to competing council priorities</i>	<i>Likely</i>	<i>Minor Reputation, Organisational Operations & Finance</i>	<i>Medium</i>	<i>A realistic implementation plan is developed and managed</i>

FINANCIAL IMPLICATIONS

- 22. Without a clear strategic direction and established priorities the City is at risk of unsuccessful funding applications and maximizing community outcomes.
- 23. The Sport and Recreation Futures plan encompasses a 15 year period from 2015 – 2030. This provides an opportunity to integrate with the City of Albany Financial Plans in 5 year projections.

LEGAL IMPLICATIONS

- 24. All new policies and documentation such as leases, licences and Memorandum of Understandings will be reviewed and assed for their legal implications.

ENVIRONMENTAL CONSIDERATIONS

- 25. Some of the City’s sport and recreation facilities have historically been inappropriately positioned, with potential environmental impacts that may need to be addressed.
- 26. The emerging influence of climate change may affect low-cost, regular community-based sport and recreation participation. The only certainty associated with climate change is that there will be greater uncertainty. It is vital that urban green spaces are recognised as underpinning the very fabric of our sport, leisure and recreational industries and that water used to maintain them is considered to be necessary.

ALTERNATE OPTIONS

27. The Committee can choose to amend the Project Scoping document.

SUMMARY CONCLUSION

- 28. The current Recreation Planning Strategy (2008 – 2013) has now expired.
- 29. The City is currently experiencing a range of impacts that is making decision making in the sport and recreation portfolio difficult and inconsistent.
- 30. Similar to other local governments, there are limited and scarce resources available. Without a clear strategic direction and priorities the City runs the risk of lost funding opportunities and maximizing community outcomes.
- 31. The endorsement of the scope and methodology to develop the City of Albany Sport and Recreation Futures Plan (2015 – 2030) will assist with guiding strategic planning for the City of Albany sport and recreation facilities and programs for the next 15 years.

Consulted References	<p><i>Local Government Act 1995</i> Dept of Health 2010, <i>Pathway to a healthy Community A guide for councillors</i>, South Metropolitan Public Health Unit, Perth Department of Sport and Recreation, 2011 <i>SD5 Strategic Directions for the Western Australian Sport and Recreation Industry 2011 – 2015</i>, Western Australia Department of Sport and Recreation, 2011, <i>SD5 Strategic Directions for the Western Australian Sport and Recreation Industry 2011 – 2015</i>, Western Australian Government Alexandre Kalache, <i>the Longevity Revolution – creating a society for all ages</i>, SA Government, 2013 Peter Watson, 2008, <i>Review of Sport and Recreation in Regional WA</i>, Western Australian Government Department of Sport and Recreation, 2007, <i>Climate Change – How climate change could affect sport and recreation now and in the future</i>, Western Australian Government T Mullholland & A Piscicelli, 2012, <i>Western Australia Tomorrow, Population report No 7 2006 to 2026 Local Government Areas of WA</i>, Department of Planning Coffey Sport and Leisure, 2012 <i>Master Plan and Feasibility Study for Centennial Park Recreation Precinct</i>, WA CSIRO, 2013, <i>The Future of Australian Sport – Megatrends shaping the sports sector over coming decades</i>, Australian Sports Commission</p>
File Number (Name of Ward)	All Wards
Previous Reference	Nil

CSF119: FINANCIAL ACTIVITY STATEMENT – AUGUST 2014

Proponent : City of Albany
Attachments : Financial Activity Statement
Report Prepared by : Financial Accountant (S Beech)
Responsible Officer : Deputy Chief Executive Officer (G Adams)

Responsible Officer's Signature:



RECOMMENDATION

CSF119: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR GREGSON

THAT Council RECEIVE the Financial Activity Statement for the period ending 31 August 2014.

CARRIED 13-0

CSF119: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR HAMMOND

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CSF119: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Financial Activity Statement for the period ending 31 August 2014.

BACKGROUND

1. The Statement of Financial Activity for the period ending 31 August 2014 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:
 - (1) 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.
 - (2) Each statement of financial activity is to be accompanied by documents containing –
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - (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.
 - (3) 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
 - (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.

POLICY IMPLICATIONS

8. The City's 2014/15 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 August 2014 has been incurred in accordance with the 2014/15 proposed budget parameters. 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.

File Number (Name of Ward)	:	FM.FIR.2 - All Wards
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CSF120: LIST OF ACCOUNTS FOR PAYMENT – SEPTEMBER 2014

Proponent : City of Albany
Attachments : List of Accounts for Payment
Report Prepared by : Financial Accountant (S Beech)
Responsible Officer : Executive Director Corporate Services (G Adams)

Responsible Officer's Signature:



RECOMMENDATION

CSF120: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR DOWLING

That Council receive the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 September 2014 totalling \$7,875,051.30.

CARRIED 13-0

CSF120: COMMITTEE RECOMMENDATION

MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR GREGSON

That the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CSF120: 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 September 2014 totalling \$7,875,051.30.

BACKGROUND

1. 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

2. The table below summarises the payments drawn from the municipal fund for the period ending 15 September 2014. The list of accounts for payments is detailed in the attachment to this report.

Municipal Fund

Trust	\$0.00
Credit Cards	\$22,457.44
Payroll	\$1,098,221.35
Cheques	\$47,755.25
Electronic Funds Transfer	\$6,706,617.26

TOTAL

\$7,875,051.30

3. As at 15 September 2014, the total outstanding creditors, stands at \$430,864.58 and made up as follows:

Current	\$283,718.31
30 Days	\$146,985.32
60 Days	\$269.00
90 Days	-\$108.05
TOTAL	\$430,864.58

4. Cancelled cheques:
- 28521 – cheque lost replaced with 30158;
 - 28689 – cheque lost replaced with EFT93750;
 - 28692 – cheque lost replaced with 30170;
 - 30137 – incorrect amount – creditor transaction cancelled;
 - 30139 – incorrectly processed to creditor – was a Visitors Centre Booking to be processed via internal bank transfer;
 - 30108 – incorrect creditor request – reversed and processed correctly – paid via EFT93332; and
 - 30086 – incorrect amount on request – reversed and paid for by staff personal credit which was later reimbursed – see EFT92927.

STATUTORY IMPLICATIONS

5. 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.
6. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
7. Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments must be presented to Council and recorded in the minutes.

POLICY IMPLICATIONS

8. Expenditure for the period to 15 September 2014 has been incurred in accordance with the 2014/2015 budget parameters.

FINANCIAL IMPLICATIONS

9. Expenditure for the period to 15 September 2014 has been incurred in accordance with the 2014/2015 budget parameters.

SUMMARY CONCLUSION

10. That list of accounts have been authorised for payment under delegated authority.

File Number (Name of Ward)	:	FM.FIR.2 - All Wards
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CSF121: DELEGATED AUTHORITY REPORTS – SEPTEMBER 2014

Proponent : City of Albany
Attachments : Executed Document and Common Seal Report
Report Prepared by : Personal Assistant to Deputy CEO (J Stanton)
Responsible Officer : Chief Executive Officer (G Foster)

Responsible Officer's Signature:



RECOMMENDATION

CSF121: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR DOWLING
SECONDED: COUNCILLOR SUTTON

THAT Council RECEIVE the Delegated Authority Reports up until 15 September 2014.

CARRIED 13-0

CSF121: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR HOLLINGWORTH
SECONDED: COUNCILLOR DOWLING

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CSF121: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Delegated Authority Reports up until 15 September 2014.

CSF122: QUARTERLY REPORT – TENDERS AWARDED – JULY TO SEPTEMBER 2014

Proponent : City of Albany
Attachments : Quarterly Report – Tenders Awarded – July to September 2014
Report Prepared by : Procurement Officer (H Hutchinson)
Responsible Officer : Deputy Chief Executive Officer (G Adams)

Responsible Officer's Signature:



RECOMMENDATION

CSF122: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR HORTIN

THAT Council RECEIVE the Quarterly Report – Tenders Awarded – July to September 2014.

CARRIED 13-0

CSF122: COMMITTEE RECOMMENDATION

MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR SUTTON

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CSF122: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Quarterly Report – Tenders Awarded – July to September 2014.

**CFS123: ADOPTION OF THE BUDGET REVIEW FOR THE PERIOD
ENDING 31 AUGUST 2014**

Proponent : City of Albany
Attachments : Budget Review for the period ending 31 August 2014
Report Prepared by : Business Analyst/Management Accountant (D Harrison)
Responsible Officer : Executive Director Corporate Services (G Adams)

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 Objective:** 5.1. To establish and maintain sound business and governance structures.
 - c. **Strategic Initiative:** 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 which is a requirement covered by regulation 33A of the *Local Government (Financial Management) Regulations 1996*. The Department recommends a review of the budget early in the financial year to amend carry forward projects from forecast to actual.
- This review is for the period ending 31 August 2014 and will be followed by a proposed further review for the period ending 31 January 2015. Budget adjustments of an urgent nature will be brought to a Council Meeting as an item to be discussed when required and actioned outside of these reviews.

RECOMMENDATION

CSF123: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR HAMMOND

SECONDED: COUNCILLOR HOLLINGWORTH

THAT the Budget Review for the period ending 31 August 2014 is ADOPTED.

CARRIED 13-0

CSF123: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR SUTTON

THAT the Responsible Officer Recommendation is ADOPTED.

CARRIED 12-0

CSF123: RESPONSIBLE OFFICER RECOMMENDATION

THAT the Budget Review for the period ending 31 August 2014 is ADOPTED.

BACKGROUND

2. Council adopted the 2014/2015 Budget on 22 July 2014. The total budget of \$107.4M comprising of:
 - a. \$46.5M capital works;
 - b. \$1.5M debt reduction; and
 - c. \$59.4M in operating expenditure.
3. This Budget Review identifies expenditure of \$2,713,041 for general works, variations and new projects.
4. Funding of \$2,850,367 inclusive of reduction in expenditures, adjustment of grant funding, additional revenue, reserve funding and an increase in opening funds has been identified in this review to maintain a surplus budget.
5. This budget review shows the 2014/2015 budget in a surplus position of \$137,326.
6. Executives, Managers and Officers with budget responsibility were consulted in the preparation of the Budget Review.
7. A copy of the Budget Review for the period ending 31 August 2014 is attached.

GOVERNMENT & PUBLIC CONSULTATION

8. Nil.

STATUTORY IMPLICATIONS

9. 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 authorized in advance by a resolution (absolute majority required) or;
 - c. is authorized in advance by the mayor in an emergency.

POLICY IMPLICATIONS

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

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Business interruption resulting from Council not approving (adopting) the Budget Review.</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>The Annual Budget would apply. Additional expenditure for existing line items, already incurred, would be noted as budget overruns. Proposed expenditure not already incurred would not proceed.</i>

FINANCIAL IMPLICATIONS

BUDGET REVIEW FOR THE PERIOD ENDING 31 AUGUST 2014	
This Review Maintains Council's Budget in a Surplus Position	
	\$
GENERAL WORKS/VARIATIONS. (Additional Funds Required)	(2 713 041)
FUNDED BY	
- Reduction in Expenditure	716 379
- Adjustment in Grant/Contributions Funding	595 753
- Adjustment in Revenue	35 000
- Restricted Cash Adjustments	<u>524 499</u>
	1 871 631
Balance	<u><u>(841 410)</u></u>
- Adjustment to opening funds from forecast to actual 30 June	1 214 097
- Carry Forward Adjustment From 2013/14 Financial Year	(235 361)
	<u><u>137 326</u></u>
<i>Note: Page 8 of this review is to be read in conjunction with the presentation "Project Update to Elected Members" held on Tuesday 23 September 2014.</i>	

LEGAL IMPLICATIONS

12. Nil.

ENVIRONMENTAL CONSIDERATIONS

13. Nil.

ALTERNATE OPTIONS

14. Adopt the Budget Review for the period ending 31 August 2014 with amendments (as specified by Council)

SUMMARY CONCLUSION

15. It is recommended that the Responsible Officer Recommendation be adopted.

Consulted References	:	Adopted Budget 2014/2015 <u>Local Government Act 1995</u>
File Number (Name of Ward)	:	FM.BUG.2
Previous Reference	:	Annual Budget – Ordinary Council Meeting 22 July 2014

CSF124: PROPOSED CHANGES TO RESERVE 4156 – WA MUSEUM

Land Description	: Reserve 4156 No 2 Parade Street, Albany
Proponent	: WA Museum
Owner	: State of WA, Crown reserve vested in the City of Albany
Attachments	: Plan of Proposed Land Changes – Reserve 4156
Responsible Officer(s):	: Deputy Chief Executive Officer

Responsible Officer's Signature:

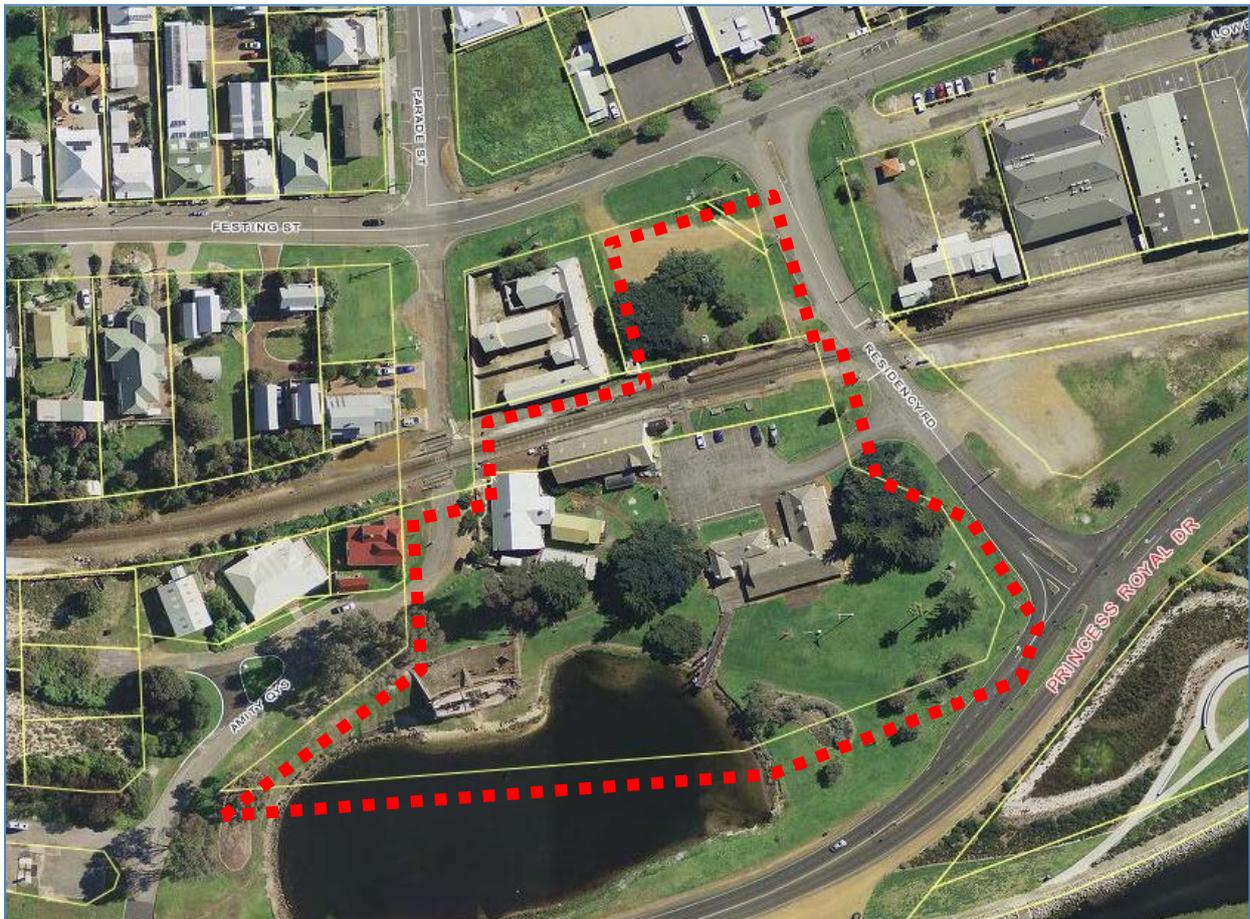


STRATEGIC IMPLICATIONS

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 Objective:** 5.3 To engage effectively with our community.
 - c. **Strategic Initiative:** 5.3.1 Develop structures and processes that engage the community.
 - d. **Strategic Outcome:** Respond to government land requests, as necessary.

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

Maps and Diagrams:



In Brief:

- Reserve 4156 contains the Albany Residency Museum, which has been leased by the WA Museum officially since the 1990s. Since the expiry of their lease in April 2013, the City and WA Museum have been in discussions regarding the future management of the site.
- WA Museum has expressed an interest in taking over the management order for this reserve and general State Government support for this action has been obtained.
- For the purpose of ongoing discussions, the City has supported this option on the condition that the portion of Reserve 4156 north of the rail line stays in the City's management, any infrastructure in the southern portion of Reserve 4156 is protected via easements or road reserves and that other minor land issues would be addressed as part of this action. Formal Council approval of this approach is now being sought.

RECOMMENDATION

CSF124: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR GREGSON

SECONDED: COUNCILLOR HOLLINGWORTH

THAT Council:

- (1) **RESOLVES**, subject to section 50 of the *Land Administration Act 1997*, to revoke the existing management order over that portion of Reserve 4156 south of the rail reserve, in favour of the management order for that land area being granted to the WA Museum, subject to the following conditions:
- a) The WA Museum assuming the control of all land and buildings contained in that portion of Reserve 4156 south of the rail line;
 - b) The area of Reserve 4156 north of the rail reserve is to remain in the care, control and management of the City of Albany;
 - c) The area of Unallocated Crown Land passing through the land north of the rail reserve being included into this part of Reserve 4156 (or newly created reserve), as it contains the City's drainage infrastructure;
 - d) That an easement be registered over the two existing drainage pipes and tidal pond contained in that portion of Reserve 4156 south of the rail reserve, in favour of the City, so that we may continue to maintain this infrastructure into the future;
 - e) Subject to section 56 of the *Land Administration Act 1997*, that a 500m² portion (land area subject to survey) of Reserve 4156 be dedicated as a road to form part of Princess Royal Drive, as required by Main Roads WA. The City, on behalf of Main Roads WA, indemnifies the Minister for Lands against any claims for compensation, as required by this part;
 - f) Subject to section 56 of the *Land Administration Act 1997*, that a 450m² portion (land area subject to survey) of Reserve 4156 be dedicated as a road to form part of Amity Quays. The City indemnifies the Minister for Lands against any claims for compensation, as required by this part;
 - g) WA Museum maintaining a lease agreement with the Public Transport Authority and/or Brookfield Rail for that portion of the Eclipse Building situated in the rail reserve; and
 - h) WA Museum surrendering their existing lease agreement for the Welcome Walls.
- (2) **RESOLVES** to action a public consultation period prior to sending any request to the Minister for Lands, including direct consultation with the Albany Historical Society. Should any objections be received, a further item to Council will be required to consider the submissions.

CARRIED 13-0

CSF124: COMMITTEE RECOMMENDATION

MOVED: MAYOR WELLINGTON

SECONDED: COUNCILLOR GREGSON

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CSF124: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

- (1) RESOLVES, subject to section 50 of the *Land Administration Act 1997*, to revoke the existing management order over that portion of Reserve 4156 south of the rail reserve, in favour of the management order for that land area being granted to the WA Museum, subject to the following conditions:
 - a) The WA Museum assuming the control of all land and buildings contained in that portion of Reserve 4156 south of the rail line;
 - b) The area of Reserve 4156 north of the rail reserve is to remain in the care, control and management of the City of Albany;
 - c) The area of Unallocated Crown Land passing through the land north of the rail reserve being included into this part of Reserve 4156 (or newly created reserve), as it contains the City's drainage infrastructure;
 - d) That an easement be registered over the two existing drainage pipes and tidal pond contained in that portion of Reserve 4156 south of the rail reserve, in favour of the City, so that we may continue to maintain this infrastructure into the future;
 - e) Subject to section 56 of the *Land Administration Act 1997*, that a 500m² portion (land area subject to survey) of Reserve 4156 be dedicated as a road to form part of Princess Royal Drive, as required by Main Roads WA. The City, on behalf of Main Roads WA, indemnifies the Minister for Lands against any claims for compensation, as required by this part;
 - f) Subject to section 56 of the *Land Administration Act 1997*, that a 450m² portion (land area subject to survey) of Reserve 4156 be dedicated as a road to form part of Amity Quays. The City indemnifies the Minister for Lands against any claims for compensation, as required by this part;
 - g) WA Museum maintaining a lease agreement with the Public Transport Authority and/or Brookfield Rail for that portion of the Eclipse Building situated in the rail reserve; and
 - h) WA Museum surrendering their existing lease agreement for the Welcome Walls.
- (2) RESOLVES to action a public consultation period prior to sending any request to the Minister for Lands, including direct consultation with the Albany Historical Society. Should any objections be received, a further item to Council will be required to consider the submissions.

BACKGROUND

2. The Eclipse Building, which forms part of the Albany Residency Museum complex, was constructed in the late 1980s by the Building Management Authority (now Department of Building Management and Works). The Building Management Authority proposed to construct this building over the boundary between Reserve 4156 and the rail reserve. In 1988, Westrail provided written approval for the building to be constructed in this location, but did not support the excision of land from the rail reserve, so that the building could be wholly located on Reserve 4156.
3. The WA Museum has held a lease over the Albany Residency Museum since 14 April 1992. This lease agreement expired on 13 April 2013 and WA Museum has managed the site on a holding over basis since this time.
4. In August 2010, the City entered into a further lease agreement with WA Museum to cover the Welcome Walls development. This forms part of the Albany Museum complex. The Welcome Walls lease is for a term of 21 years, expiring in July 2031.
5. At the time of the main lease expiry in April 2013, WA Museum approached the City to determine if it would be possible to take over the management order for Reserve 4156 rather than renewing their past lease agreement. Since this time, City officers have met with WA Museum representatives to discuss this possibility and undertaken consultation with relevant state government agencies.

DISCUSSION

Proposed Land Changes

6. City officers have no objections to the intent of transferring portion of Reserve 4156 to the WA Museum's management, rather than renewing their existing lease of the buildings on the land. However, it is proposed that the subject Reserve 4156 be separated into two separate reserves such that land north of the rail line, which is required by the City, can remain in our management.
7. In transferring the land south of the rail line, a number of infrastructure issues will need to be addressed, such that the requirements of the City and Main Roads can be met. This will be discussed in more detail in the following part.
8. WA Museum has agreed, as follows:
 - a. To accept the management order for that portion of Reserve 4156 south of the rail reserve, including all buildings and landscaped areas within the Reserve (including the Brig Amity);
 - b. Agrees to the lodgement of an easement over the two drainage pipes and the tidal pond to protect the City's infrastructure, on the basis that WA Museum has the opportunity to approve the Deed of Easement which states the City will maintain the full maintenance burden of the tidal pond;
 - c. Agrees to two areas of the reserve being given up for the widening of the Princess Royal Drive and Amity Quays road reserves, as per Main Roads WA and City requirements;
 - d. To maintain an independent lease arrangement with the Public Transport Authority and/or Brookfield Rail for that portion of the Eclipse Building situated in the rail reserve;
 - e. To meet half the costs associated with this action (which will likely only be survey costs, as required by the Department of Lands); and
 - f. To surrender their existing lease agreement for the Welcome Walls.

City Infrastructure

9. The portion of Reserve 4156 north of the rail line currently contains toilets, which were used by staff and visitors to the Old Gaol. The old toilets in this location have been closed, as they are in a state of disrepair, and a transportable toilet is in place. There is a budget allocation in the 2014-15 financial year to install new toilets in this location.
10. In addition, this area north of the rail reserve is used for overflow parking, particularly during City events. Given the overall parking shortage in the City Centre, it is considered important to keep the land available for this use.
11. There is a drainage line running through the north eastern corner of the land, which is situated in Unallocated Crown Land. As part of this process, the City will seek control of this land which contains our infrastructure, such that it forms part of this new section of reserve north of the rail line.
12. In the area south of the rail reserve, the City has two drainage lines running down from the City Centre residential area into the tidal pond. The City also maintains the tidal pond, which is situated partly within Reserve 4156 and partly in the Princess Royal Drive road reserve. An easement agreement is proposed to ensure that the City maintains access and maintenance rights to this infrastructure. This approach has been supported by the WA Museum.
13. In the consultation with Main Roads WA, they have requested that portion of this reserve be given up for the widening of Princess Royal Drive, which is a designated State Road and is controlled by this agency. No concerns with this requirement are raised, as there is also City drainage infrastructure in the south-eastern corner of Reserve 4156, where the road widening will be given up.
14. It is noted that even though Princess Royal Drive is a road controlled by Main Roads WA, there is a general understanding that they manage the road from kerb to kerb and any infrastructure in the verge areas (i.e. drainage, footpaths etc) are often managed by the City.
15. It is further proposed that an area of land in the north-west corner of the Reserve be given up for the widening of Amity Quays. This road widening will ensure that a road link is maintained from Amity Quays to Parade Street, where there is currently a pedestrian crossing over the rail line. This may need to be used in the future as the primary road access to the Amity Quays land, as Main Roads have tentatively discussed the option of closing the entry / exit from Amity Quays onto Princess Royal Drive. This matter requires further consideration, however the road widening of Amity Quays should be taken at this stage so that all options remain viable into the future.

Eclipse Building

16. The Eclipse Building is currently situated over the boundary between Reserve 4156 and the rail reserve. In the early consultation, it was suggested that some land could be excised from the rail reserve so that the building was wholly situated in Reserve 4156, as it is not considered appropriate to have a building constructed over a boundary.
17. Both Brookfield Rail and the Public Transport Authority raised objection to the reduction of the rail reserve, as there are plans to duplicate the rail line at some stage and, as such, they did not wish to support any excision of land.

18. It has since been discovered that the WA Museum holds an existing lease for that portion of the building in the rail reserve. This lease is due to expire in December 2015 and WA Museum has discussed with the Public Transport Authority the renewal of this agreement. The City is not party to this agreement.

Brig Amity

19. The Brig Amity was previously managed by the Albany Historical Society, however as of September 2014, the management of this facility was transferred to WA Museum, so that it will form part of the whole museum complex.
20. The City has recently undertaken maintenance works on the facility.

GOVERNMENT & PUBLIC CONSULTATION

21. The City has undertaken preliminary consultation with key state government agencies, so that their comments could be considered as part of this item. The response from these agencies are summarised, as follows:

a. Department of Lands

The Department of Lands has advised that it supports, in principle, the change in management of Reserve 4156, subject to the following:

- Both the City and the WA Museum agreeing to the proposal;
- A submission being made to the Department providing evidence of agreement being in place, including agreement to meet costs involved in achieving the changes that will be required. The costs in this case will be limited to survey / plan preparation costs necessary to implement the proposed changes, including the identification of any easement requirements;
- As Reserve 4156 is an 'A' class reserve and although the Department agrees in principle with the changes, the power to implement these changes is not delegated. Any implementation of these changes will first require the support of the Hon Minister for Lands, as period of advertising during which public comment is accepted and considered, and a proposal tabled in both Houses of Parliament;
- The encroachment into the rail corridor should be resolved, but should not in itself hold up any other action to rationalise the management of the reserve. In this case, a leasing or authority arrangement might be considered with the Public Transport Authority; and
- The reservation with management to the City of the unallocated crown land (drainage corridor) in the north east corner of Reserve 4156 is fully supported.

b. State Heritage Office

The land management changes will not impact on the cultural significance of the place and there is no objection from a heritage perspective.

c. Main Roads WA

The land changes are supported in principle, however portion of Reserve 4156 should be vested with Main Roads as a road reserve and a notification should be placed on any certificates of title affected by these changes to advise that the lots are in the vicinity of a transport corridor and may be affected by transport noise.

There are no objections to dedicating portion of Reserve 4156 as a road reserve, as part of this action, as the City also has drainage infrastructure in this portion and it is appropriate for it to be contained in a road reserve.

With regard to the transport noise condition, this is not considered necessary, given that it will be a government agency assuming control of the land. If it was to be transferred to a private owner, no concerns would be raised, however it seems an onerous requirement in this circumstance.

Main Roads WA has also commented on the Amity Quays – Parade Street road link. This agency supports extending the Amity Quays road reserve, such that it aligns with Parade Street as a continuous thoroughfare, though it is recognised that Brookfield Rail and the Public Transport Authority may object to this option and that further negotiation would be required.

d. Great Southern Development Commission

The Great Southern Development Commission is of the view that the proposed land changes will be beneficial for both parties and will allow WA Museum more autonomy in the development and planning for the future of the Museum at this site, allowing it to continue to grow as a much valued asset to the community and wider region.

e. Public Transport Authority (and Brookfield Rail)

The initial referral looked at options to excision portion of the rail reserve and include it into Reserve 4156, as the Eclipse Building has been constructed over the boundary between these two parcels. The Public Transport Authority, responding on behalf of Brookfield Rail (who control the rail line), raised objections to the excision of land as they wish to duplicate the rail line at some stage in the future.

In discussions with the Public Transport Authority, it was determined that the best means for dealing with the Eclipse Building would be to continue the existing lease arrangement in place between the Authority and WA Museum. WA Museum have also supported this option.

With regard to the Amity Quays – Parade Street road link, the City was advised that it would be unlikely for a new crossing to be approved in this location, given the other crossings in the vicinity. Both the Public Transport Authority and Main Roads WA recognise that this will require further discussion, which is beyond the scope of this land matter.

The City has not yet discussed this proposal with the Albany Historical Society or the wider community. It is proposed that a brief public consultation period occur prior to sending any request to the Minister for Lands. As part of this action, Albany Historical Society will be contacted directly. It is noted that this is not a statutory requirement, but rather an option to keep the general community informed.

STATUTORY IMPLICATIONS

22. Section 42 of the *Land Administration Act 1997* allows the Minister to classify a reserve as an A class reserve and the procedures that must be observed as detailed in this part and Section 43.

23.

These procedures essentially state that any substantive change to an A class reserve must be referred by the Minister for Lands to both Houses of Parliament and must advertise the proposal in a newspaper circulating throughout the State.

24. Section 44 of the *Land Administration Act 1997* allows the Minister to grant an easement over an A class reserve.
25. Section 50 of the *Land Administration Act 1997* allows a management body to revoke their management order over a reserve.
26. Section 51 of the *Land Administration Act 1997* allows the Minister to cancel, change the purpose of or amend the boundaries of the land comprising a reserve.
27. Section 56 of the *Land Administration Act 1997* allows the dedication of land as a road. In doing so, the Local Government must indemnify the Minister for Lands against any claim for compensation.
28. Delegation 2014:039 of the City's Register of Delegations grants authority to approve the surrender of a lease / licence of any property, where the balance of the lease / licence payable does not exceed \$10,000 and all accounts being paid in full.

POLICY IMPLICATIONS

29. There are no policy implications relevant to this item.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Proposed land tenure changes not endorsed and approved by Council, meaning the WA Museum's request is not granted.</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>Either: a) Support the proposed changes; b) Clearly convey to WA Museum the reasons for not supporting the proposed changes.</i>

FINANCIAL IMPLICATIONS

31. If portion of Reserve 4156 is to be given over to WA Museum's direct management, the City's lease of the land will be terminated. With this termination, this will represent the loss of rental income.
32. However, the lease of the Residency Museum is an annual peppercorn and the Welcome Walls has a base rent of \$985.60 per annum. The loss of this rental income is considered to be negligible.
33. In terms of the land tenure changes proposed, this is unlikely to carry any significant financial expense. Survey costs may need to be met, however it is proposed that these costs be shared with the WA Museum. This expense can be easily accommodated in current budget line items.

LEGAL IMPLICATIONS

34. The land tenure changes proposed will ensure that the City's infrastructure is legally protected under any future land title via the registration of easements or in widened road reserves etc.

ENVIRONMENTAL CONSIDERATIONS

35. The Albany Residency Museum is listed on the State Register of Heritage Places and, as such, the provisions of the *Heritage of Western Australia Act 1990*.
36. The proposal before Council does not propose any material change to the structures on this land and no approval is considered necessary under the Act. This position has been supported by the State Heritage Office.

ALTERNATE OPTIONS

37. Council may:
- a. Maintain the City's existing management of Reserve 4156 and renew WA Museum's previous lease over the land; or
 - b. Support the proposal to cede portion of Reserve 4156 in favour of WA Museum taking over the management order for this portion land and eliminating the need for a lease renewal.

SUMMARY CONCLUSION

38. WA Museum, as a statutory authority, is considered to have the resources and capacity to manage the Albany Residency Museum reserve and this action may assist with the future planning and development of this important tourist site. As such, there are no significant concerns raised with transferring the management of portion of Reserve 4156.
39. This support is made on the basis that the portion of Reserve 4156 north of the rail line continues to be managed by the City, as it provides an opportunity for overflow parking and will soon contain new public toilet facilities.
40. The revocation of the City's management order south of the rail line is conditional upon both City and Main Roads infrastructure being protected by easements or widened road reserves, as there is no expectation that WA Museum will assume the management of this infrastructure.
41. It is proposed to undertake a brief public consultation period prior to forwarding any request to the Minister for Lands, so that the general community and, in particular, the Albany Historical Society, are informed of this change of management proposal.

Consulted References	:	Land Administration Act 1997 Council Register – Register of Delegations
File Number (Name of Ward)	:	PRO098
Previous Reference	:	No previous references

**CSF125: NEW LEASE AND LICENCE – RETAIL CAFE – ALBANY
LEISURE AND AQUATIC CENTRE**

CONFIDENTIAL REPORT

Land Description : Lot 742 on Deposited Plan 224159 and being all that land comprised in Certificate of Title Volume 1179 Folio 118 at 52 Barker Road, Centennial Park WA

Proponent : Confidential

Owner : City of Albany

Attachments : **Confidential Committee Report – CSF 125.**

Report Prepared by : Team Leader Property and Leasing (T Catherall)

Responsible Officer : Deputy CEO (G Adams)

Responsible Officer's Signature:



Confidential attachment covered under Confidential Cover, in accordance with s5.23 (2) (c) and (e, iii) of the Local Government Act 1995, being:

(c) A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and

(e) a matter that if disclosed, would reveal - (ii) information that has a commercial value to a person –where the trade secret or information is held by or is about, a person other than the local government.

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:** 5.1 To establish and maintain sound business and governance structures.
 - c. **Strategic Initiative:** 5.1.2 Develop informed and transparent decision making processes that meet our legal obligations.

RECOMMENDATION

CSF125: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR PRICE

SECONDED: COUNCILLOR SUTTON

THAT a new retail lease and non-exclusive licence within the Albany Leisure and Aquatic Centre for Neil and Sarah Simmonds as Trustee for the N & S Simmonds Family Trust, subject to:

- a) Lease purpose being retail cafe.
- b) Licence purpose being snack vending machine.
- c) Lease area being 84.3m².
- d) Licence area being approximately 1-2m².
- e) Lease rent as determined by a current market valuation being \$16,860 plus GST per annum plus a fixed utility charge for water consumption.
- f) Licence rent to be determined by a current market valuation provided by a Licensed Valuer.
- g) Lease and licence term being 5 years with an option for a further 5 year term.
- h) Anticipated lease and licence commencement date being 1 December 2014.
- i) Pursuant to Section 3.58 of the *Local Government Act 1995* advertising requirements.
- j) All costs associated with the ongoing operations of the lease and licence premises being payable by the proponent.
- k) Pursuant to Section 14B of the *Commercial Tenancy (Retail shops) Agreements Act 1985* all costs associated with the preparation, execution and completion of the Deed of Lease being payable by the City of Albany, as Landlord.
- l) All costs associated with the preparation, execution and completion of the Deed of Licence being payable by the proponent.

be APPROVED.

CARRIED 13-0

**CSF126: LEASE VARIATION – HERTZ ALBANY – CAR HIRE SITE –
ALBANY REGIONAL AIRPORT TERMINAL**

Land Description : Lot 5643 on Deposited Plan 157458 and Lot 4861 on Deposited Plan 157338 the whole of the land contained in Certificate of Title Volume 2088 Folio 492 at 35615 Albany Highway, Drome

Proponent : SV Haoust Pty Ltd

Owner : City of Albany

Business Entity Name : Hertz (Car Rental & Hire – Albany WA)

Report Prepared by : Team Leader Property and Leasing (T Catherall)

Responsible Officer : Deputy CEO (G Adams)

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:** Civic Leadership
 - b. **Strategic Objective:** 5.1 To establish and maintain sound business and governance structures.
 - c. **Strategic Initiative:** 5.1.2 Develop informed and transparent decision making processes that meet our legal obligations.

In Brief:

- Council is requested to consider a variation of lease for SV Haoust Pty Ltd (trading as Hertz) to modify the lease area and rent at the Albany Airport terminal, as a result of the Airport redevelopment works.
- The recommendation proposes that Council approve the variation request.

RECOMMENDATION

CSF126: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR GOODE

THAT Council APPROVE the variation of lease for SV Haoust Pty Ltd (trading as Hertz) at the Albany Airport Terminal subject to:

- a) Lease variation date being determined by City of Albany requirements.
- b) The modified lease area being approximately 5.1m² and consistent with the Airport redevelopment plans.
- c) Lease rental being determined by a current market valuation provided by a licensed Valuer.
- d) All other terms of the original lease (dated 12 August 2010) to apply.
- e) All costs associated with the preparation, execution and completion of the Deed of Variation of Lease being payable by the City.

CARRIED 13-0

CSF126: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR HORTIN

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 12-0

CSF126: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council APPROVE the variation of lease for SV Haoust Pty Ltd (trading as Hertz) at the Albany Airport terminal subject to:

- a) Lease variation date being determined by City of Albany requirements.
- b) The modified lease area being approximately 5.1m² and consistent with the Airport redevelopment plans.
- c) Lease rental being determined by a current market valuation provided by a licensed Valuer.
- d) All other terms of the original lease (dated 12 August 2010) to apply.
- e) All costs associated with the preparation, execution and completion of the Deed of Variation of Lease being payable by the City.

BACKGROUND

2. At Ordinary Council Meeting 15 December 2009 Council granted a new lease to SV Haoust Pty Ltd trading as Hertz for car hire operations over an area of approximately 13.3m², within the Albany Airport terminal and four car parking bays.
3. The lease commenced 1 August 2010 for a five year term, with an option for a further five year term. Current rental being \$8,048.86 plus GST per annum incl.
4. At Ordinary Council Meeting 17 May 2011, Council endorsed the Airport redevelopment to meet legislative transport security requirements. Subsequently in September 2011 Council endorsed the tender for the Airport Master Plan and Security Upgrades.
5. As part of the redevelopment, Hertz were relocated to a temporary position within the terminal to allow for the renovation of the baggage claim area and the creation of the new hire car counters.
6. In recognition of the inconvenience to Hertz by the relocation, the City offered rent abatement during this period.

DISCUSSION

7. The City currently has three lease agreements with car hire companies operating at the Airport terminal being Hertz, Avis Albany and Budget Rent a Car.
8. The redevelopment plans grouped all car hire operators together. After consultation with the operators, plans were finalised around August 2014 with agreement of all three car hire operators.
9. Hertz lease area has been relocated from the northern end of the terminal building to adjacent the existing car hire counters for Avis and Budget Rent a Car.

10. The proposed variation will formally document the relocation and reduction of the lease area from 13.3m² to 5.1m² (68% reduction in area). A current market rental valuation will be undertaken to reflect the new lease area that Hertz now occupy.
11. Avis and Budget Rent a Car lease locations have remained the same so a variation of lease is not required.
12. Under the redevelopment, the car hire sites are now grouped together creating a main focal point for customers who require a hire car. The new location is the first focus for passengers as they move through the arrivals door into the baggage claim area.
13. The sites for the car hire operators are totally refurbished with new carpets, lighting, customer service counters, and lockable drawer and cupboard units.
14. The car hire sites are now equitable.
15. During the terminal redevelopment the number of car parking bays used by car hire companies were relaxed due to the level of disruption caused by these works. Works are now nearing full completion with site construction offices and builders compound removed making more car spaces available and hire car company lease conditions for car parking bays will be enforced.
16. It is noted that City officers have commenced investigation into establishing new car hire facilities in the precinct south of the terminal to include a new office, car storage and wash down facilities for all three operators.

GOVERNMENT & PUBLIC CONSULTATION

17. No Government consultation is required as lease area is located within City of Albany owned freehold land.

STATUTORY IMPLICATIONS

18. Section 3.58 of the *Local Government Act 1995* defines the requirements for the disposal of property, including leased land and buildings.
19. City Delegation 2014:039 grants authority to the Designated Officers of the Chief Executive Officer and Deputy Chief Executive Officer to approve a lease variation where the leased area is no more or no less than 10 percent of the existing area.
20. Given the leased area variance is greater than 10 percent the request requires Council approval as cannot be processed under delegated authority.

POLICY IMPLICATIONS

21. Council adopted a revised Property Management – Leases and Licences Policy in September 2012.
22. The Policy aims to ensure that all requests for leases and licences will be treated in a fair and equitable manner using open and accountable methodology and in line with statutory procedures.
23. The recommendation is consistent with Council Policy – Property Management – Leases and Licences.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputation: Council does not approve a lease variation</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>Seek to negotiate terms to Council satisfaction</i>

FINANCIAL IMPLICATIONS

25. All costs associated with the development, execution and completion of the Deed of Variation of Lease documentation will be met by the City of Albany.

LEGAL IMPLICATIONS

26. The Deed will be prepared by the City's lawyers.

ENVIRONMENTAL CONSIDERATIONS

27. There are no environmental implications.

ALTERNATE OPTIONS

28. There is not considered to be any alternative options in this circumstance, as Hertz has been relocated at the request of the City to facilitate the Airport redevelopment works required to meet legislative requirements.

SUMMARY CONCLUSION

29. The proposed variation of lease for SV Haoust Pty Ltd trading as Hertz is necessary to reflect the completed Airport terminal upgrade works. The car hire layout within the terminal is now considered equitable for all operators.
30. It is recommended that the lease variation be supported.

Consulted References	:	Council Policy – Property Management – Leases and Licences <i>Local Government Act 1995</i>
File Number (Name of Ward)	:	PRO374 (Kalgan Ward)
Previous Reference	:	OCM 15.12.2009 Item 14.11 OCM 17.05.2011 Item 3.2 SCM 06.09.2011 Item 6.2

CSF127: CEO RECRUITMENT COMMITTEE

Land Description : PE.REC.87
Attachments : • Proposed Terms of Reference for the CEO Recruitment Committee
• Local Government Operational Guidelines No. 10-Appointing a CEO
Supplementary Information & Councillor Workstation: : Nil.
Report Prepared by : Manager Human Resources (S Dale)
Responsible Officer : Chief Executive Officer (G Foster)

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 Objective:** 5.1 to establish and maintain sound business and governance structures.
 - c. **Strategic Initiative:** Nil.

In Brief:

- The current Chief Executive Officer's contract will expire on 31 July 2015.
- Council now need to form a Chief Executive Officer Recruitment Committee for the purpose of recruiting a Chief Executive Officer.

RECOMMENDATION

**CSF127: ALTERNATE MOTION BY COUNCILLOR STOCKS
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR BOWLES**

THAT Council ESTABLISH a CEO Recruitment Committee, and APPROVE the amended Terms of Reference.

**CARRIED 13-0
ABSOLUTE MAJORITY**

Councillors Reason:

Appointment to the CEO Recruitment Committee should be open to all elected members. It is the responsibility of the Councillors appointed to the CEO Recruitment Committee to undertake the appropriate training.

CEO Appraisal training is not a prerequisite to appointment to the panel.

Accordingly, the Terms of Reference for the CEO Recruitment Committee should be changed to read as follows:

(4) Membership: The Mayor and three elected members.

Officer's Comment (CEO): Supported.

The appointment of CEO is arguably the most important decision Council will make over the next five years and all of Council will ultimately be involved in that decision. In attracting the right candidates, it is equally important for Council to be seen and acknowledged as being professional, efficient and effective. A Recruitment Committee assists in creating that impression

It is normal practice for a small Committee (Mayor plus two or three Councillors) to be formed to assist Council and the Consultant through the process. This Committee will take part in initial interview and producing a short list for final interview by all of Council.

The Mayor then called for nominations to the CEO Recruitment Committee.

The following Councillors self nominated to join the Mayor on the CEO Recruitment Committee:

- Councillor Stocks
- Councillor Bowles
- Councillor Williams
- Councillor Goode
- Councillor Hortin
- Councillor Hollingworth
- Councillor Price

Each nominee was invited to address Council for two minutes. Councillor Hollingworth subsequently withdrew his nomination.

A ballot was conducted.

The result of the first ballot was that Councillor Stocks and Councillor Bowles were elected to the CEO Recruitment Committee. There was a tie between Councillors Hortin and Price. A further ballot was conducted to elect the third representative. Councillor Price was subsequently elected to the CEO Recruitment Committee.

**CSF127: RESOLUTION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR GREGSON**

THAT:

- **Mayor Wellington;**
- **Councillor Stocks;**
- **Councillor Bowles; and**
- **Councillor Price**

Be APPOINTED to the CEO Recruitment Committee.

**CARRIED 13-0
ABSOLUTE MAJORITY**

**CSF127: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

1. ESTABLISH a CEO Recruitment Committee, and APPROVE the Terms of Reference for this Committee.
2. THAT the CEO Performance Review Committee constitute the Recruitment Committee, mindful that the final decision is one for Council as a whole.

BACKGROUND

2. At the Ordinary Council Meeting held on 23 September 2014, Council resolved the following in part:
3. RECEIVE the CEO Performance Review.
4. ENDORSE an extension of the term of employment in accordance with Clause 2.3 of the Contract of Employment, to 31 July 2015.
5. The City's current Chief Executive Officer, Mr Graham Foster, will not be extending his contract beyond 31 July 2015.
6. Accordingly, Council is now required to begin the process of recruiting a new Chief Executive Officer, in accordance with the *Local Government Act 1995* and the *Local Government (Administrative) Regulations 1996*.

DISCUSSION

7. Council may choose to appoint a professional recruitment consultant to assist in the recruitment process.
8. Expressions of interest are being requested from the following professional executive recruitment agencies:
9. Lester Blades;
10. John Phillips Consulting; and
11. Hays Recruitment.

12. Details of the services and costs of the services provided will be issued under separate confidential cover when received.
13. Noting that Council may extend expressions of interest to other professional executive recruitment agencies.
14. It is recommended that Council appoint a professional executive recruitment agency to assist in the process, to ensure impartiality and to provide professional counsel to Council.
15. The Draft Terms of Reference for the CEO Recruitment Committee is attached, mindful that the appointment of the Chair and membership of the Committee is a decision for Council.

GOVERNMENT & PUBLIC CONSULTATION

16. No consultation is required, noting that Local Government Guidelines No. 10 Appointing a CEO guides this process.

STATUTORY IMPLICATIONS

17. Local Government Act 1995 sec 5.36 (4)
18. Local Government (Administrative) Regulations 1996 18A, 18B, 18C and 18F.

POLICY IMPLICATIONS

19. Nil.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>The CEO Recruitment Committee is not finalised at this meeting which will delay the process. The time allocated for the recruitment process will be compressed.</i>	<i>Unlikely</i>	<i>Major</i>	<i>High</i>	<i>That Council form the CEO Recruitment Committee or convene a Special Council Meeting to appoint elected members to a CEO Recruitment Committee to engage a new CEO.</i>

FINANCIAL IMPLICATIONS

21. The cost associated with engaging a recruitment consultant has not been allocated in the current budget.

LEGAL IMPLICATIONS

22. Nil.

ENVIRONMENTAL CONSIDERATIONS

23. Nil.

ALTERNATE OPTIONS

24. Council may choose to conduct the recruitment and appointment process without engaging a recruitment consultant.

SUMMARY CONCLUSION

25. That the Responsible Officer Recommendation is adopted.
26. Recommend an external consultant is appointed to oversee this process.

Consulted References	:	<i>Local Government Act 1995</i> <i>Local Government (Administration) Regulations 1996</i>
File Number (Name of Ward)	:	PE.REC.87
Previous Reference	:	CSF117 OCM 23 September 2014

WS055: LAKE SEPPINGS DRIVE – PROVISION OF SEALED ROAD

Land Description : Road/Foreshore Reserve – Lake Seppings Drive
Proponent : City of Albany
Owner : City of Albany
Report Prepared by : Manager City Engineering Services (Etienne Vorster)
Responsible Officer : Executive Director Works and 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:** 3. A Connected Built Environment.
 - b. **Strategic Objective:** 3.1 To advocate, plan and build friendly and connected communities
 - c. **Strategic Initiative:** 3.1.1 Improve connectedness and traffic flows

Maps and Diagrams:



In Brief:

- Council considered this matter at its Ordinary Council Meeting in May 2014.
- To overcome dust, noise and issues around costs constraints, Council endorsed the construction of a single lane access-way closed to through traffic.
- Feedback from affected residents has indicated opposition to this approach.
- This report presents a number of alternative options.
- Options 2 and 3 can be delivered within budget. Option 3 has been recommended in this report.

RECOMMENDATION

**WS055: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR WILLIAMS**

THAT Council APPROVE the construction of a sealed single lane “No Through Road” (Option 2), Lake Seppings Drive, as recommended in the Amended Responsible Officer Recommendation.

CARRIED 13-0

WS055: COMMITTEE RECOMMENDATION

**MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR GREGSON**

THAT the Amended Responsible Officer Recommendation be ADOPTED.

CARRIED 6-0

WS055: AMENDED RESPONSIBLE OFFICER RECOMMENDATION

THAT Council APPROVE the construction of a sealed single lane No Through Road (Option 2) – Lake Seppings Drive, as detailed in this report.

Officer’s Reason (Executive Director Works and Services):

A site inspection was held on the 13th October 2014 with the Works and Services Committee members where the various options proposed in the body of this report were discussed.

It was noted that the current recommendation (Option 3) does not provide for a long term solution for the area, and that the benefits of consolidating the foreshore reserve for future enhancement are understated. This recommendation was made on the basis that it was the most palatable option to affected residents under the circumstances. The option was put to the residents and was accepted by majority, albeit marginally at a meeting held with residents on the 11th September 2014.

The option which was endorsed by Council in May 2014 (Option 2) is still considered valid and provides the most appropriate long term solution within cost constraints. It is therefore recommended to proceed with this option as planned. There will be no further consultation undertaken with residents. Further, there are no immediate plans to alter the adjacent road network (i.e. make Drew Lane 2 lane) to accommodate the altered traffic flows however this may be looked at in future.

WS055: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council APPROVE sealing of the existing unsealed road alignment (Option 3) as detailed in this report.

BACKGROUND

2. Issues regarding this section of unsealed road are well documented and have been addressed in detail in previous reports to Council over the years and recently. In particular OCM reports for February 2014 (Item WS028) and May 2014 (Item WS040) refer.
3. Residents of Wakefield Crescent have expressed concern over dust, noise and hooning on the existing unsealed road link and have advocated strongly for a constructed and sealed road between Anzac Road and Drew Street.
4. During the consultation, issues have evolved to include property access. There are two lots which do not have any constructed road frontage.
5. Due to the road alignment being over an old tip site, construction costs are prohibitive and hence the option to provide a single lane closed access which was considered and endorsed by Council in May 2014. This option (Option 2), could be delivered within the project budget; however, it would alter the traffic movements in the precinct and inconvenience some particularly those on the northern end of the proposed road construction who would no longer have a direct route toward the Albany City Centre.
6. From a traffic perspective, the endorsed option (Option 2) is achievable.
7. As per the resolution of Council (WS040) in May 2014, residents were advised of Council's decision.
8. Many residents were strongly opposed and those who weren't opposed, had concerns. Further community consultation by way of a public meeting on site followed on 11 September 2014 informing affected residents and giving opportunity to discuss alternatives.
9. The recommendation (Option 3) to simply seal the existing unsealed road link and to provide kerbs and signage at bends was raised and discussed.

DISCUSSION

10. Despite best efforts, City officers have not been able to clearly define a way forward in achieving community expectations within the budget allocation.

11. City staff have given considerable thought to a range of options, a summary of which is provided below presenting advantages and disadvantages of each:

Option	Indicative Costs	Advantage	Disadvantage
1. Full construction – construct Lake Seppings Drive for the full length to a minimum 2 lane sealed standard.	\$320k	<ul style="list-style-type: none"> - Community satisfaction will be achieved; - Dust problem solved; - Connected road network; - Existing foreshore reserve can be protected and further utilised; - Affected properties get direct rear access onto new road, two lots do not have road frontage and will now have frontage. 	<ul style="list-style-type: none"> - Cost prohibitive; - Project would need to be deferred to next financial year and additional funds allocated; - No guarantee hooning issues will be entirely alleviated;
2. Single lane no through road	\$150k	<ul style="list-style-type: none"> - Cost effective; within budget - Hooning problem solved; - Dust problem solved; - Existing reserve can be protected and further utilised; - Affected properties get direct rear access onto new road. 	<ul style="list-style-type: none"> - Some community dissatisfaction; - Road network not connected; - May require review of Drew Lane (based on feedback from residents) to make 2 way. Would get strong objection from certain residents.
3. Seal existing unsealed road	\$150k	<ul style="list-style-type: none"> - Some community satisfaction; - Cost effective; within budget - Dust problem solved; - Connected road network. - Can be executed in a timely manner. 	<ul style="list-style-type: none"> - Affected properties get rear access onto new road via long driveways (not ideal); - Property access to long driveways can still allow hooning to continue; - Existing reserve cannot be fully protected and utilised. - potentially precludes a more suitable long term solution (ie. is a quick fix).
4. Full construction – construct Lake Seppings Drive in stages as additional funding are allocated in future years	\$320k In Stages	<ul style="list-style-type: none"> - Some community satisfaction; - Cost can be scheduled over future financial year(s). 	<ul style="list-style-type: none"> - Initially, only few affected property owners will benefit, leaving remaining owners dissatisfied until completion; - Road network will not be connected for some time; - Once through road is constructed, no guarantee hooning will cease.
5. Do nothing	\$0	<ul style="list-style-type: none"> - Funds can be allocated to other priority works. 	<ul style="list-style-type: none"> - Dissatisfied affected residents; - Hooning continues; - Dust problems continue; - Ongoing maintenance of an unsealed road in an urban environment.

12. City staff officers have investigated Option 3 in more detail and are of the view that this is a viable option, although not ideal from a road geometry perspective, it can be achieved within an acceptable limit of the project budget (cost estimate is \$150,000 without contingency).
13. The road geometry issues can be addressed through the installation of kerbing through curves as well as provision of advisory signage.
14. No consensus among affected residents at the public meeting held 11 September 2014 could be reached although a slight majority indicated their support of the option to simply seal the existing unsealed road link (Option 3). This is on the basis that residents just want to have something done.
15. Those opposed, prefer to have a partially constructed two way road on the gazetted road alignment to standards similar to the existing Lake Seppings Drive and to request from Council, to allocate further funding, to complete the partial construction, in future years (Option 4).
16. If this option (Option 4) was to be adopted, approximately 50% of the road length can be constructed within the current budget allocation.
17. The residents were very strongly supportive, as one would expect, to have the road constructed to a two lane standard with full connectivity (Option 1).

GOVERNMENT & PUBLIC CONSULTATION

18. Following the Council meeting in May 2014, the City wrote to affected residents.
19. 17 letters were sent advising of Councils resolution and 10 responses were received.
20. Some of the responses were opposed to the single lane access option (approximately 50%). Those not opposed expressed concerns and asked that the one way section of Drew Lane (current one way access road above affected properties) be opened to two way traffic.
21. A further public meeting was held on 11 September 2014.

STATUTORY IMPLICATIONS

22. Nil.

POLICY IMPLICATIONS

23. Nil.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Community, People Health and Safety: Dust and noise/hooning issues continue.</i>	<i>Likely</i>	<i>Minor</i>	<i>Medium</i>	<i>City continues to maintain the existing unsealed road. Dust mitigation is dependent on sealing the road and is dependent on Council's resolution.</i>

FINANCIAL IMPLICATIONS

25. An allocation of \$150,000 in the 2014/15 budget is available for this project. If the option (Option 4) to partially constructed a two way road on the gazetted road alignment to standards similar to the existing Lake Seppings Drive is preferred, further funding will have to be allocated to complete a through road construction at an estimated cost of \$ 320,000.

LEGAL IMPLICATIONS

26. Not applicable.

ENVIRONMENTAL CONSIDERATIONS

27. No clearing of native vegetation is required and there are no other environmental issues.

ALTERNATE OPTIONS

28. Council may elect to choose one of the five options presented in the discussion of this report.
29. Council may defer a decision on the project.

SUMMARY CONCLUSION

30. This project has a protracted history and it has been difficult to reach a consensus of approach in order to satisfy all stakeholders concerned.
31. The ideal solution is cost prohibitive however the option (Option 3) to seal the existing road is viable and is the most supported means of resolving the fundamental issues around dust and noise in a timely manner.
32. This report recommends sealing the existing road on its existing alignment.

Consulted References	:	Nil
File Number (Name of Ward)	:	RD.PLA.1 (Breaksea Ward)
Previous Reference	:	OCM 25/02/14 – Report Item WS028 OCM 27/05/14 – Report Item WS040

PD053: ADVERTISE DRAFT KALGAN RURAL VILLAGE DEVELOPER CONTRIBUTION POLICY

Land Description : Kalgan Rural Village Structure Plan area
Proponent : City of Albany
Owner : Various
Business Entity Name : Not applicable
Attachments : Draft Kalgan Rural Village Developer Contribution Policy
Kalgan Rural Village Road Contributions Plan
Appendices : Nil
Councillor Workstation : Nil
Report prepared by : Planning Officer (C McMurtrie)
Responsible Officer: : Executive Director Planning and Development Services
(D Putland)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

Key Theme: 2 Clean, green and sustainable

Objective: 2.2 To maintain and renew City assets in a sustainable manner

Strategy: 2.2.1 Deliver effective asset planning and delivery programs

Key Theme: 3 A connected built environment

Objective: 3.1 To advocate, plan and build friendly and connected communities

Strategy: 3.1.1 Improve connectedness and traffic flows

In Brief:

- The adoption of the *Kalgan Rural Village Structure Plan* has led to a number of applications for subdivision within the area. This intensification of residential land use will increase the population of the area and create significant demands on existing infrastructure.
- Council is requested to consider a draft Local Planning Policy that will establish a developer contribution plan, which prescribes appropriate financial contributions from developers toward the upgrade of infrastructure within the Structure Plan area.

RECOMMENDATION

PD053: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR PRICE

SECONDED: COUNCILLOR SUTTON

THAT Council ENDORSE the draft Kalgan Rural Village Developer Contribution Policy for ADVERTISING for a period of 28 days.

CARRIED 13-0

PD053: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR SUTTON

THAT Council ENDORSES the draft Kalgan Rural Village Developer Contribution Policy for ADVERTISING for a period of 28 days.

CARRIED 6-0

PD053: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council ENDORSES the draft Kalgan Rural Village Developer Contribution Policy for ADVERTISING for a period of 28 days.

BACKGROUND

1. The *Kalgan Rural Village Structure Plan* was finally adopted by Council on 21 June 2011 and subsequently endorsed by the Western Australian Planning Commission. However, the Structure Plan did not incorporate a development contribution plan to apportion cost contributions to developers for upgrade of infrastructure within the Structure Plan area.
2. It is requested that Council adopt, for the purpose of public advertising, the draft *Kalgan Rural Village Developer Contribution Policy*, which prescribes cost contributions for the upgrade of infrastructure that are to be paid by developers upon subdivision of land within the *Kalgan Rural Village Structure Plan* area.

DISCUSSION

3. Since the adoption of the *Kalgan Rural Village Structure Plan*, a number of applications for subdivision within the area have been received. This intensification of residential land use will increase the population of the area and create significant demands on existing infrastructure.
4. A number of road upgrades are necessary to ensure that the road network in the area is safe and will meet the expectations of the current and future land owners. The endorsed *Kalgan Rural Village Structure Plan* requires that contributions are made to upgrade a number of roads within the Structure Plan area.
5. This contribution amount was not determined as part of the development of the Structure Plan and has left developers unsure of the contributions that are required.
6. The total road upgrade cost has been calculated for the entire development area to meet the needs of a 'build-out scenario' (i.e. all lots able to be created, are created) and apportioned across the development. Road upgrading may be paid for 'in kind' by the provision of works rather than as a contribution where appropriate and only by agreement with the City of Albany or Main Roads as applicable.
7. By adopting a policy position on the matter, the City of Albany will give developers a clear directive on appropriate financial contributions to assist with the upgrade of infrastructure within the Structure Plan area.

GOVERNMENT & PUBLIC CONSULTATION

8. If the Council resolves to adopt the draft Kalgan Rural Village Developer Contribution Policy for advertising, Local Planning Scheme No. 1, Part 2 – Policy Planning Framework, clause 2.4 Procedures for making or amending a Local Planning Policy requires that the Local Government:
- “(a) *Is to publish a notice of the proposed Local Planning Policy once a week for two consecutive weeks in a newspaper circulating in the Scheme area, giving details of:*
- (i) Where the draft Local Planning Policy can be inspected;*
 - (ii) The subject and nature of the draft Local Planning Policy; and*
 - (iii) In what form and during what period (being not less than 21 days from the day that the first notice is published) submissions may be made.*
9. After expiry of the period within which submissions may be made, the Local Government is to:
- “(a) *Review the draft Local Planning Policy in light of any submissions made; and*
- (b) Resolve to adopt the Local Planning Policy with or without modification, or not to proceed with the Local Planning Policy.”*

STATUTORY IMPLICATIONS

10. Local Planning Scheme No. 1, Part 2 – Policy Planning Framework, clause 2.2 Local Planning Policies states that:
- “The Local Government may prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area so as to apply:*
- (a) Generally or for a particular class or classes of matters;*
 - (b) Throughout, or in one or more parts of the Scheme area and may amend, add to, or rescind a Local Planning Policy so prepared.”*
11. Voting requirement for this item is **SIMPLE MAJORITY**

POLICY IMPLICATIONS

12. The proposed draft Kalgan Rural Village Developer Contribution Policy has been designed to be consistent with the principles set out in Western Australian Planning Commission Statement of Planning Policy 3.6 – Development Contributions for Infrastructure. It allows the City to implement the Kalgan Rural Village Road Contributions Plan, which has calculated the developer contribution on a per lot basis for each new lot created, as a condition of subdivision in accordance with SPP 3.6.
13. SPP 3.6 was gazetted in 2009. The WAPC and Local Government are required to have regard to SPP 3.6 when seeking developer contributions for infrastructure.

The Policy sets the following principles for the levy of development contributions:

“1. Need and the nexus

The need for the infrastructure included in the development contribution plan must be clearly demonstrated (need) and the connection between the development and the demand created should be clearly established (nexus).

2. Transparency

Both the method for calculating the development contribution and the manner in which it is applied should be clear, transparent and simple to understand and administer.

3. Equity

Development contributions should be levied from all developments within a development contribution area, based on their relative contribution to need.

4. Certainty

All development contributions should be clearly identified and methods of accounting for escalation agreed upon at the commencement of a development.

5. Efficiency

Development contributions should be justified on a whole of life capital cost basis consistent with maintaining financial discipline on service providers by precluding over recovery of costs.

6. Consistency

Development contributions should be applied uniformly across a Development Contribution Area and the methodology for applying contributions should be consistent.

7. Right of consultation and arbitration

Land owners and developers have the right to be consulted on the manner in which development contributions are determined. They also have the opportunity to seek a review by an independent third party if they believe that the calculation of the contributions is not reasonable in accordance with the procedures set out in the draft Model Scheme Text in appendix 2.

8. Accountable

There must be accountability in the manner in which development contributions are determined and expended.”

Part 5.3.2 of the Policy makes provision for development contributions to be calculated and applied:

“Development contributions are generally calculated and applied by way of conditions of subdivision, strata subdivision or development, particularly in greenfield areas. Development contributions may also be sought in infill and redevelopment areas at the time of subdivision, strata subdivision or development.

They may be calculated and applied as –

- *Standard conditions of subdivision or strata subdivision;*
- *Conditions of development.”*

The Policy states that it should be implemented through:

“...the day-to-day consideration of zoning, subdivision, strata subdivision and development proposals and applications, together with the actions and advice of agencies in carrying out their responsibilities.”

RISK IDENTIFICATION & MITIGATION

14. The following risk matrix is presented for consideration:

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>If the proposal is not supported, the City of Albany will almost certainly be liable for significant expenditure on infrastructure upgrades.</i>	<i>Almost certain</i>	<i>Severe (financial)</i>	<i>Extreme</i>	<i>By adopting the draft Kalgan Rural Village Developer Contribution Policy, the City will secure appropriate financial contributions from developers, to assist with the upgrade of infrastructure within the Kalgan Rural Village Structure Plan area.</i>
<i>Developers may dispute the contribution amounts prescribed.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Contributions are based on sound principles and financial analysis.</i>

FINANCIAL IMPLICATIONS

15. Should Council decide not to adopt the draft *Kalgan Rural Village Developer Contribution Policy* to obtain developer contributions for infrastructure upgrades, the City may become liable for significant costs associated with road and intersection upgrades.

LEGAL IMPLICATIONS

16. There are no legal implications related to the item.

ENVIRONMENTAL CONSIDERATIONS

17. There are no environmental implications relating to this item.

ALTERNATE OPTIONS

18. Council has the following alternate options in relation to this item, which are:
19. Not to adopt the draft *Kalgan Rural Village Developer Contribution Policy* for advertising for a period of 28 days; or
20. To adopt the draft *Kalgan Rural Village Developer Contribution Policy* for advertising for a period of 28 days, subject to modification.

SUMMARY CONCLUSION

21. It is recommended that Council advertises the draft *Kalgan Rural Village Developer Contribution Policy* for 28 days.

Consulted References	:	1. Local Planning Scheme No. 1 2. Albany Local Planning Strategy 2010 3. City of Albany Strategic Community Plan 2023 4. City of Corporate Business Plan 2013-2017 5. WA Planning Commission (WAPC) Statements of Planning Policy (SPP's) SPP3.6
File Number (Name of Ward)	:	N/A (Kalgan Ward)
Previous Reference	:	NIL

PD055: PLANNING SCHEME CONSENT – ANIMAL HUSBANDRY - INTENSIVE (ROTATIONAL OUTDOOR PIGGERY) LOT 5758 AND 5759, 381 HAZZARD ROAD GREEN VALLEY WA 6330

Land Description	: Lot 5758 and 5759, 381 Hazzard Road Green Valley WA 6330
Proponent	: Perry Cusack and Kaylene Parker
Owner	: Benmore Grazing Trust (Perry Cusack) and Judith Martin
Business Entity Name	: Benmore Grazing Trust
Attachments	: Location plan : Environmental Management Plan : EMP Table : Schedule of Submissions
Appendices	: Nil.
Councillor Workstation	: Original Submission
Report prepared by	: Planning Officer (J van der Mescht)
Responsible Officer:	: Executive Director Planning and Development Services (D Putland)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

Council is required to exercise its quasi-judicial function in this matter.

With regards to the statutory planning matters the most relevant the strategic document is the Albany Local Planning Strategy (ALPS).

1. This proposal is consistent with the strategic direction set in ALPS.

Section 5.5.4 *Intensive Animal Keeping* of the ALPS sets the following Planning Objective:

“Facilitate a sustainable intensive animal-keeping industry and ensure its locations and management practices are compatible with adjoining land uses.”

In Brief:

2. Council is requested to consider a proposal for a rotational outdoor piggery (breeder) at lot 5758 and 5759, 381 Hazzard Road Green Valley WA 6330.
3. The application has been assessed against and meets the following industry guidelines;
 - Australian Pork Limited's Environmental Guidelines for Rotational Outdoor Piggeries 2013 (EGROP 2013)
 - Australian Pork Limited Fact Sheet, Design and Management of Outdoor Free Range Areas for Pigs July 2011 (APL Fact Sheet 2011).

4. The application is compliant with the exception that it is located in an area which receives more than 760mm of rainfall a year. It is necessary to note that this would preclude much of the City of Albany area. However, this matter can be addressed by the construction of appropriately located interceptor drains as recommended by the Department of Water and also by reducing the stocking rate from 24 boars and sows per hectare to 20 boars and sows and 50 Weaners per hectare as recommended by the Department of Agriculture.
5. One of the adjoining land owners has objected to the proposal for various reasons as discussed later in the report.
6. These concerns can be addressed through the proposed conditions and managing the piggery in accordance with the relevant industry guidelines.
7. The proposal meets the LPS1 provisions and generally those of the industry guidelines (EGROP 2013). The proposal can therefore be supported subject to a number of conditions to ensure that the operation is appropriately managed.

RECOMMENDATION

**PD055: ALTERNATE MOTION BY COUNCILLOR HORTIN
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR GREGSON**

THAT Council remove the following point from the Committee Recommendation:

“4. The development shall be constructed of materials which blend with the natural landscape. Please note that unpainted zinalume, white and off white colours are not permitted.”

CARRIED 13-0

Councillors Reason:

The property on which the piggery (breeder) is planned to be established, and the surrounding properties, are in a rural area. Zinalume sheds, in particular, are very much a part of the Australian rural scene and many homes have zinalume roofs. The additional cost to the proponent to use colourbond is quite considerable and would not keep the pigs as cool as zinalume or white cladding to the breeder and other sheds to be constructed.

There does not appear to be any neighbours in any close proximity to the business and should not be affected by the reflection from zinalume structures. Most zinalume loses its main reflectability within a few years.

Within the residential areas of the City, there are a number of houses with roofs of zinalume or white colouring. This does not appear to be prohibited in residential areas so it should be less prohibitive in the much more expansive rural areas.

Officer’s Comment (D Putland):

The Responsible Officer has no objection to this condition being removed.

**PD055: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR GREGSON**

THAT Council resolves to ISSUE a Notice of Planning Scheme Consent for Animal Husbandry - intensive (rotational outdoor piggery - Breeding) at lot 5758 and 5759, 381 Hazzard Road Green Valley WA 6330 Subject to the following conditions:

- 1. Prior to occupancy of use, unless varied by a condition of approval or a minor amendment to the satisfaction of the City of Albany, all development shall occur in accordance with the stamped, approved plans.**
- 2. Appropriately designed and located interceptor drains to protect the waterways are to be constructed and maintained in consultation with the Department of Water to the satisfaction of the City of Albany.**
- 3. Vegetated filter strips shall be planted and maintained in appropriate locations along the waterway abutting Rotational Outdoor Piggery Sites**
- 4. ~~The development shall be constructed of materials which blend with the natural landscape. Please note that unpainted zincalume, white and off white colours are not permitted.~~**
- 5. All rotational areas shall be located above the 45m AHO contour, in order to achieve sufficient groundwater separation.**
- 6. The piggery shall comply with, and be managed in accordance with the National Environmental Guidelines for outdoor rotational piggeries including all setbacks to watercourses, lot boundaries and and dwellings on adjoining properties.**
- 7. The piggery shall be registered and operated in accordance with the Australian Pork Industry Quality Assurance Program (APIQ®).**
- 8. The pigs shall be rotated on a regular basis In accordance with the National Environmental Guidelines for Rotational Outdoor Piggeries.**
- 9. Appropriate mortalities management practices shall be implemented to prevent groundwater and surface water contamination, odour nuisance, spread of infectious diseases and vermin breeding. In accordance with the National Environmental Guidelines for Rotational Outdoor Piggeries.**
- 10. Remnant vegetation areas abutting Rotational Outdoor Piggery areas shall be fenced to the satisfaction of the City of Albany.**
- 11. All Rotational Outdoor Piggery Sites shall be adequately fenced to contain all pigs to the satisfaction of the City.**
- 12. The maximum stocking densities permitted is 20 Sows and Boars and 50 Weaners per hectare.**
- 13. All runoff from impervious surfaces shall be contained within the property and disposed of to Council's satisfaction.**
- 14. No processes shall be conducted or machinery installed, that may cause a detriment to the amenity of that area by reason of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit.**
- 15. The Piggery shall be Registered with the City of Albany Environmental Health Section as an offensive trade.**

CARRIED 13-0

PD055 COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR GOODE
SECONDED: COUNCILLOR GREGSON

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 6-0

PD055 RESPONSIBLE OFFICER RECOMMENDATION

THAT Council resolves to ISSUE a Notice of Planning Scheme Consent for Animal Husbandry - intensive (rotational outdoor piggery - Breeding) at lot 5758 and 5759, 381 Hazzard Road Green Valley WA 6330 Subject to the following conditions:

1. Prior to occupancy of use, unless varied by a condition of approval or a minor amendment to the satisfaction of the City of Albany, all development shall occur in accordance with the stamped, approved plans.
2. Appropriately designed and located interceptor drains to protect the waterways are to be constructed and maintained in consultation with the Department of Water to the satisfaction of the City of Albany.
3. Vegetated filter strips shall be planted and maintained in appropriate locations along the waterway abutting Rotational Outdoor Piggery Sites
4. The development shall be constructed of materials which blend with the natural landscape. Please note that unpainted zincalume, white and off white colours are not permitted.
5. All rotational areas shall be located above the 45m AHO contour, in order to achieve sufficient groundwater separation.
6. The piggery shall comply with, and be managed in accordance with the National Environmental Guidelines for outdoor rotational piggeries including all setbacks to watercourses, lot boundaries and and dwellings on adjoining properties.
7. The piggery shall be registered and operated in accordance with the Australian Pork Industry Quality Assurance Program (APIQ®).
8. The pigs shall be rotated on a regular basis In accordance with the National Environmental Guidelines for Rotational Outdoor Piggeries.
9. Appropriate mortalities management practices shall be implemented to prevent groundwater and surface water contamination, odour nuisance, spread of infectious diseases and vermin breeding. In accordance with the National Environmental Guidelines for Rotational Outdoor Piggeries.
10. Remnant vegetation areas abutting Rotational Outdoor Piggery areas shall be fenced to the satisfaction of the City of Albany.
11. All Rotational Outdoor Piggery Sites shall be adequately fenced to contain all pigs to the satisfaction of the City.
12. The maximum stocking densities permitted is 20 Sows and Boars and 50 Weaners per hectare.
13. All runoff from impervious surfaces shall be contained within the property and disposed of to Council's satisfaction.
14. No processes shall be conducted or machinery installed, that may cause a detriment to the amenity of that area by reason of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit.
15. The Piggery shall be Registered with the City of Albany Environmental Health Section as an offensive trade.

BACKGROUND

8. The City received a Planning Scheme Consent (PSC) application for a rotational outdoor piggery (breeder) on the subject lots.
9. The subject land comprises of Lots 5758 and 5759 Hazzard Road and is situated in the locality of Green Valley, approximately 13.5km north-west of the Albany central business district.
10. Lot 5758 comprises 229.80ha and Lot 5759 comprises 229.75ha with the total area of the subject land being 459.55ha.
11. The subject land is zoned 'Priority Agriculture' under the City of Albany LPS No. 1.
12. Piggeries are defined as 'Animal Husbandry - Intensive' under the City of Albany Local Planning Scheme No.1(LPS1), which is a discretionary ('D') use.
13. According to LPS1 "Animal Husbandry – Intensive" means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) and other livestock in feedlots.
14. This application is supported by an Environmental Management Plan (EMP) prepared by environmental consultants Aurora Environmental. The EMP outlines how the operation will be managed to ensure that unacceptable impacts will not occur.
15. The EMP was prepared in accordance with the Environmental Guidelines for Rotational Outdoor Piggeries 2013 (EGROP 2013).
16. The proposal involves a breeding unit for approximately 1,035 animals, consisting of 35 boars, 600 sows and 400 piglets on four fixed rotational outdoor piggery areas. The operation will have an output of approximately 10,800 weaners per year.
17. The proposed piggery will be a rotational based operation, consisting of four rotational areas, each of approximately 26 Ha in size.
18. The piggery operation is only undertaken on one of the rotational areas. After 2 years the operation is relocated to the next rotational area. The previous rotational area is then rested to allow for pasture to regenerate or cropped to assimilate nutrients and reduce the risk of land degradation and disease.
19. The rotational area is proposed to have 130 farrowing shelters and 16 Skid mounted shelters. The farrowing shelters will be placed in the southern end of the rotational areas. Farrowing shelters are relatively small with dimensions of 2.4m x 2.4m x 1.4m high. The farrowing shelters are proposed to be constructed from timber panels (black) with a zincalume roof and are mounted on sleepers so they can be moved.
20. The 16 Skid mounted shelters will be for non farrowing pigs that share communal shelters in 16 different paddocks. Each of the 16 shelters is proposed to be 8m x 6m x 3m high constructed out of zincalume and skid mounted.
21. The proposal also includes an area for silo/s for food storage and a storage area for straw for bedding. Silos and straw storage will be located at least 50m from Hazzard Road, consistent with site requirements outlined in LPS1.
22. The silo and straw storage will be relocated periodically, to be in proximity to rotation units.
23. The existing house on the property is proposed to be used as a site office, the house can however still be used for residential purposes.

24. Feed for the pigs will be transported to the site every three weeks using a B double truck using Hazzard Road. Food for the pigs comprises of pellets, which will be stored in silos.
25. Maiden pigs (gilts) are brought in from another piggery on a single day each month in a semi trailer. Piglets are transported one day a week, directly to an offsite grower; Piglets (as weaners) are transported using a small rigid truck.

DISCUSSION

26. It is acknowledged by the pork industry body, Australian Pork Limited (APL), that for a piggery to operate in an ecologically sustainable manner, piggeries need to be sited, sized, designed, constructed and managed to protect aspects of the environment such as soil, water and biodiversity. The preservation of community amenity and cultural heritage is also considered important.
27. The factors that can potentially impact on community amenity includes; the effects of piggery odour, visual impacts, dust, flies, noise and vehicle movements.
28. One of the adjoining land owners has objected to the proposal for various reasons that include concerns regarding; odour, flies, visual impact, proximity to rural residential areas (Millbrook and Willyung), rare flora and nutrient runoff and its impact on the waterways. The concerns are detailed in the attached letter. The concerns raised and the appropriate mitigation measures will be addressed via the headings below.
29. In addition to the City's Local Planning Scheme, the most pertinent documents used for the assessment are the following state and industry guidelines;

- a. EPA - Guidance for the Assessment of Environmental Factors – Separation Distances between Industrial and Sensitive Land Uses No. 3 June 2005 (EPA 2005).
- b. The Environmental Guidelines for Rotational Outdoor Piggeries 2013 (EGROP 2013).

The EGROP 2013 encapsulates a national approach to environmental management for rotational outdoor piggeries. These guidelines include best practice environmental management for rotational outdoor piggeries and complement the industry's quality assurance program - APIQ® Free Range.

- c. Australian Pork Limited Fact Sheet, Design and Management of Outdoor Free Range Areas for Pigs July 2011 (APL Fact Sheet 2011)

The fact sheet summarises the desired site selection characteristics, buffer distances and nutrient management actions specifically for free range piggeries. The fact sheet provides a reference for the assessment of the suitability of the site for the development of a free-range piggery, and independent verification of the proposed management practices. These site selection characteristic requirements are based on extensive research and industry consultation.

- d. Australian Pork Industry Quality Assurance Program (APIQ®)

APIQ® provides the framework and standards by which Australian pig producers can demonstrate they are responsible farmers who care for their animals and the environment by following safe and sustainable practices contained in the EGROP 2013.

30. According to the EGROP 2013; "Amenity issues are avoided by selecting a suitable site and layout, integrating best practice environmental management into the everyday operation of the piggery and providing adequate separation distances between the piggery complex and nearby sensitive land uses".

31. Out of these documents the pertinent factors that should be addressed includes appropriate separation distances for community amenity and the environment and also appropriate site selection.

Buffers/Separation distances

32. The EPA guidelines require a 1km setback to sensitive land uses, it should be noted that a residential dwelling on an adjoining rural lot is not considered a sensitive land use. A sensitive land use would typically be a residential subdivision, community hall or a school etc. This guideline is complied with as there are no sensitive uses within 1 Km of the piggery operation
33. The application has also been assessed and meets the setback requirements set by the EGROP 2013 (Tucker and O'Keefe, 2013).A summary of compliance with these setbacks is as per the attached table extracted from the EMP.

Site Selection

34. The National Environmental Guidelines for piggeries lists matters to be considered when selecting sites for piggeries. This application meets all the preferred criteria except for the annual rainfall criteria.
35. Annual rainfall is listed as a matter to be considered when undertaking site selection for piggeries. The guideline states that the preferred location for piggeries is in areas where the rainfall is less than 750mm per annum. The annual rainfall for this site is 940mm per annum the selected site therefore does not meet this preference.

Nutrient runoff and Waterway protection

36. Increased rainfall levels can however be addressed by the construction of appropriately located and designed interceptor drains as recommended by the Department of Water. The matter is also mitigated by reducing the stocking rate from 24 boars and sows per hectare to 20 boars and sows and 50 weaners per Hectare, as recommended by the Department of Agriculture and Food.
37. A further condition requiring the planting of appropriately located vegetated filter strips will assist with nutrient stripping and further protect waterways.
38. In order to achieve sufficient groundwater separation, a requirement to locate all ROP areas above the 45m AHO contour is also recommended.
39. The application was referred to adjoining landowners, Department of Environmental Regulation Department of Water and the Department of Agriculture and Food.
40. The application is supported by the Department of Agriculture and Food and the Department of Water subject to conditions.

Officers note that the proposed Piggery is appropriately setback and buffered from the adjoining lots, dwellings on adjoining rural land, waterways, public roads and rural residential areas in accordance with the guidelines Odour Risk

41. According EGROP 2013 3.1 *“Rotational outdoor piggeries may pose different amenity risks to those of indoor piggeries (conventional piggeries and deep litter piggeries).APL-funded research has shown very low levels of odour, dust and noise from rotational outdoor piggeries, and the implementation of odour, dust and noise reduction strategies on outdoor piggeries appears unnecessary at this stage. To date, APL is not aware of amenity complaints about these types of systems...”*
42. According EGROP 2013, *“free range piggeries and outdoor piggeries generally produce very little odour compared with intensive systems because manure is much less concentrated. It is also very low compared to mean emissions from similar sources such as feedlots.”*

43. Odour from the proposed piggery is therefore unlikely to have a detrimental impact on the adjoining lots or affect the rural residential area as long as the piggery is managed appropriately in accordance with the relevant guidelines.
44. A condition requiring the piggery to be managed appropriately in accordance with the guidelines and APIQ accreditation is recommended to deal with adjoining landowner concerns.
45. A requirement for APIQ accreditation provides an additional level of compliance to ensure that the piggery is managed and operated at an industry compliant level, standard. Accreditation therefore reduces the risk of having a piggery that could potentially have a negative effect on the amenity of adjoining areas.

Risk of Flies

46. Appropriate management of the piggery in accordance with the guidelines, in conjunction with compliant buffer distances, will ensure concerns regarding flies are appropriately mitigated.

Visual Impact

47. Concerns regarding visual impact can be addressed through conditions requiring the proponents to construct all shelters out of non reflective materials or alternatively, paint the roofs of these structures in non reflective colours.

Rare flora

48. The concerns raised regarding rare flora are noted. However, the rotational areas will be located on already cleared paddocks. The rare flora is likely to be located in areas with remnant vegetation located in the northern section of the lots.

Mortalities management

49. Mortalities management is an important part of any piggery operation. The EGROP 2013 provides a number of guidelines for managing mortalities including burial pits and how to deal with mass mortalities.
50. It is recommended that a condition be placed on any approval to require Mortalities Management to occur in accordance with the appropriate guidelines. In addition to this, if any burial pits are to be used, they are appropriately set back from all boundaries and managed appropriately in accordance with the guidelines.

Vehicle access

51. Hazzard Road is not currently a RAV route, the proponents will therefore have to contact Main Roads WA and apply for the road to become a RAV route and upgrade the road accordingly before it can be used for vehicles larger than a semi trailer.
52. The proposal meets the LPS1 provisions and generally those of the industry guidelines (EGROP 2013).

GOVERNMENT & PUBLIC CONSULTATION

53. The application was referred to the Department of Agriculture and Food, Department of Water, and the Department of Environmental Regulation.
54. Comments were received from the Department of Water and the Department of Agriculture and Food. These Departments do not object to the proposal, but recommend conditions to be applied to any approval. The comments include the construction of interceptor drains to protect the waterway and reducing the stocking rate of the pigs from 24 per Ha to 20 and 50 weaners per Ha.

55. The referral of this type of application to adjoining owners is not a requirement of the Local Planning Scheme or any City Policies. However, given the nature of the application, the matter was referred to adjoining land owners for comment.
56. One of the adjoining land owners objected to the proposal for various reasons that included concerns about; Odour, Flies, visual impact, proximity to rural residential areas (Millbrook and Willyung), Rare Flora and Nutrient Runoff and its impact on the waterways.
57. Officers also met the concerned neighbours on their property to discuss their concerns and to provide them with a copy of the EMP.

STATUTORY IMPLICATIONS

58. The subject land is zoned under the City of Albany Local Planning Scheme No. 1 (LPS).
59. Piggeries are defined as ‘Animal Husbandry - Intensive’ under the City of Albany Local Planning Scheme (LPS) No.1, which is a discretionary (‘D’) use in the ‘Priority Agriculture’ Zone.
60. Environmental Protection Act 1986

Rotational outdoor piggeries do not constitute a prescribed activity under the Environmental Protection Act 1986 and therefore do not require works approval or licensing from the Department of Environment Regulation (DER).
61. Guidance for the Assessment of Environmental Factors – Separation Distances between Industrial and Sensitive Land Uses No. 3 June 2005 (EPA 2005).
62. This document provides generic buffer (separation) distances referred to in the State Buffer Policy 1997 (Government of Western Australia). These generic distances set out in Appendix 1 are based on the experience of the Department of Environment Regulation and other regulatory authorities for industries that historically have been associated with amenity impacts from gaseous, dust, noise and odorous emissions as well as with elevated levels of off-site risk to the public.

Appendix 1

<i>Industry</i>	<i>Description of industry</i>	<i>Buffer distance in metres and qualifying notes</i>
<i>Piggery - extensive</i>	<i>Premises on which pigs are fed, watered and housed in outside paddocks or enclosures.</i>	<i>1,000 for all extensive piggeries.</i>

63. The buffer distances included in the EGROP 2013 and the APL Fact Sheet 2011 are specific to rotational outdoor piggery operations (free-range) and these guidelines are more up to date and relevant when proposing to develop rotational outdoor piggeries. The guidelines include the latest scientific data and provide specific advice on buffer requirements for rotational outdoor piggeries. Rotational outdoor piggeries are seen as intensive due to their method of operation even though they may be on a large property.
64. Health Act 1911 (as Amended) - Piggery is defined as an offensive trade and must be registered with the local authority on an annual basis.
65. Voting requirement for this item is **SIMPLE MAJORITY**.

POLICY IMPLICATIONS

66. The proposal is generally consistent with the key policy measures identified in the most relevant state policy WAPC SPP 2.5 State Planning Policy 2.5. Land Use Planning in Rural Areas these
67. *SPP 2.5* was gazetted in 2012 and has provided a comprehensive review and refinement of the previous DC Policy 3.4 *Rural Land Use Planning* (1989). The WAPC and Local Government are required to have regard to *SPP 2.5* in planning for the development of rural areas.

The Policy advises that:

“Agricultural production from rural areas is a significant part of the Western Australian economy. It provides essential food and fibre products, and employment and value adding opportunities. Agricultural production in Western Australia is worth nearly \$5 billion per annum. Careful planning is required to maintain these benefits to regional economies and to encourage ongoing investment in agriculture and the supporting resource base.”

68. The key objectives of *SPP 2.5* are summarised as:
- a) To protect rural land from incompatible uses by:
 - i) Requiring comprehensive planning for rural areas;
 - ii) making land use decisions for rural land that support existing and future primary production and protection of priority agricultural land, particularly for the production of food; and
 - iii) Providing investment security for the existing and future primary production sector.
 - b) To promote regional development through provision of ongoing economic opportunities on rural land.
 - c) To promote sustainable settlement in, and adjacent to, existing urban areas.
 - d) To protect and improve environmental and landscape assets.
 - e) To minimise land use conflicts.

RISK IDENTIFICATION & MITIGATION

69. The following risk matrix is presented for consideration:

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>The proposal is supported and a detrimental impact on the amenity and environment of the area is created.</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>The risk can be mitigated by requiring the piggery to be APIQ accredited and Requiring the piggery to be managed in accordance with the National Environmental Guidelines the risk is mitigated.</i>
<i>Difficulty in obtaining approval, or the imposition of onerous conditions, may cause operators to move their piggeries to other areas.</i>	<i>Likely</i>	<i>Major</i>	<i>High</i>	<i>The risk can be mitigated by supporting the application subject to appropriate conditions to mitigate the other risks.</i>

FINANCIAL IMPLICATIONS

70. There are no financial implications related to the item.

LEGAL IMPLICATIONS

71. There are no legal implications related to the item.

ENVIRONMENTAL CONSIDERATIONS

72. The Department of Water (DoW) has advised that the proposed free range piggery is located adjacent to the King River, a significant tributary to Oyster Harbour.

73. DoW are satisfied that the nominated buffers, to the King River and the floodplain boundary are sufficient to mitigate the risk of nutrients being exported from the site.

74. DoW require all run off from the rotational outdoor piggery (ROP) to be contained on the site. Runoff is not allowed to drain to the King River. In addition given that the rainfall in the locality significantly exceeds the site selection preferences DOW further require the use of cut-off drains and basins to manage the water on the site.

75. DOW also requires the ROP areas be located above the 45m AHO contour, in order to achieve sufficient groundwater separation.

ALTERNATE OPTIONS

76. Council has the following alternate option in relation to this item;

Council resolves to ISSUE a Notice of Planning Scheme Consent refusal for Animal Husbandry - intensive (rotational outdoor piggery - Breeding) at lot 5758 and 5759, 381 Hazzard Road Green Valley WA 6330.

SUMMARY CONCLUSION

77. It is recommended that Council resolves to ISSUE a Notice of Planning Scheme Consent for Animal Husbandry - intensive (rotational outdoor piggery - Breeding) at lot 5758 and 5759, 381 Hazzard Road Green Valley WA 6330 Subject to a number of conditions as discussed.

Consulted References	:	1. Local Planning Scheme No. 1 2. Albany Local Planning Strategy 2010 3. WA Planning Commission (WAPC) Statements of Planning Policy SPP 2.5 4. Australian Pork limited's Environmental Guidelines for Rotational Outdoor Piggeries 2013 (EGROP 2013) 5. Australian Pork Limited Fact Sheet, Design and Management of Outdoor Free Range Areas for Pigs July 2011 (APL Fact Sheet 2011).
File Number (Name of Ward)	:	A164349 and A164353
Previous Reference	:	NIL

PD056: PLANNING AND BUILDING REPORTS SEPTEMBER 2014

Proponent : City of Albany
Attachment : Planning and Building Reports September 2014
Responsible Officer(s): : Executive Director Planning & Development Services
(D Putland)

Responsible Officer's Signature:



RECOMMENDATION

PD056: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR WILLIAMS

THAT Council NOTE the Planning and Building Reports for September 2014.

CARRIED 13-0

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

CS014 SENIOR CITIZENS CENTRE FUNDING
CSF125 NEW LEASE AND LICENCE-RETAIL CAFE-ALBANY LEISURE AND AQUATIC CENTRE

18. **CLOSURE** There being no further business the Presiding Member declared the meeting closed at [6:49:29 PM](#)



Dennis W Wellington
MAYOR