

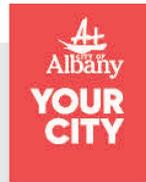
AGENDA

Ordinary Meeting of Council

Tuesday 24 March 2026

6.00pm

Council Chambers



NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Mayor and Councillors

The next Ordinary Meeting of the City of Albany will be held on Tuesday 24 March 2026 in the Council Chambers, 102 North Road, Yakamia commencing at 6.00pm.

Andrew Sharpe
CHIEF EXECUTIVE OFFICER

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1. DECLARATION OF OPENING

2. PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LANDOWNERS

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

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

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

3. RECORD OF APOLOGIES AND LEAVE OF ABSENCE

Mayor	G Stocks
Councillors:	
Councillor	P Terry (Deputy Mayor)
Councillor	L MacLaren
Councillor	M Lionetti
Councillor	R Sutton
Councillor	I Clarke APM
Councillor	R Stephens
Councillor	C McKinley
Councillor	T Brough
Staff:	
Chief Executive Officer	A Sharpe
Executive Director Community Services	N Watson
Executive Director Corporate and Commercial Services	M Gilfellon
Executive Director Infrastructure, Development & Environment	P Camins
Manager IT	A Catterall
Manager Development Services	J Van Der Mescht
Meeting Secretary	J Williamson

Apologies/Leave of Absence:

4. DISCLOSURES OF INTEREST

Name	Report Item Number	Nature of Interest

5. REPORTS OF MEMBERS

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE Nil

Michelle Kinsella asked the following questions at the OCM held 24 February 2026 in relation to her wish to book Retravisión Stadium for a private event on 08 February 2026, which was subsequently declined. Ms Kinsella wished to establish if the City of Albany were discriminating against certain parties wishing to book the space:

- Does the City discriminate against certain parties wishing to book Retravisión Stadium;
- Who runs the City of Albany booking calendar for Retravisión Stadium; and
- Is it accurate that a Retravisión Stadium representative has stated that the City of Albany has a booking system/calendar for Retravisión Stadium.

The following response (Synergy Reference EF26359645) has been provided to Ms Kinsella:

Centennial Stadium Inc. is the independent organisation (Centennial Stadium Inc. is registered with ASIC as an incorporated body) that manages Retravisión Stadium. All bookings for Retravisión Stadium event space and grandstand bar are made through Centennial Stadium Inc. as the managing organisation. Please refer to this link for further information <https://www.retravisiónstadium.com.au/corporatehire>

This [link](#) takes you to the ASIC register which shows Retravisión Stadium has an ABN 61 144 214 902. This [link](#) takes you to the ASIC page showing details for Centennial Stadium Inc.

As previously advised in the response below, the City of Albany does not have any role in booking or managing the event space at Retravisión Stadium. Centennial Stadium Inc. are the managing body. As also previously advised please contact Centennial Stadium Inc. for any further enquiries. The contact details are available at this [link](#)

There was no event booked by the City for the function room at the stadium on February 8. CSI are entirely responsible for the booking and management of the upstairs function room at Centennial Stadium and any further queries on this matter should be directed to them.

7. PUBLIC QUESTION TIME

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

Prevention of Disturbance:

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

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

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

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

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

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

8. APPLICATIONS FOR LEAVE OF ABSENCE

9. PETITIONS AND DEPUTATIONS Nil

10. CONFIRMATION OF MINUTES

DRAFT MOTION

VOTING REQUIREMENT: SIMPLE MAJORITY

THAT the minutes of the Ordinary Council Meeting held on Tuesday 24 February 2026, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

11. PRESENTATIONS

12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

DIS458: CITY OF ALBANY WATERWISE STRATEGY: This report will be presented to the Ordinary Council Meeting to be held in April 2026, in accordance with the advice provided to Council post the DIS Committee Meeting held March 2026.

CCS777: MONTHLY FINANCIAL REPORT – JANUARY 2026

Proponent / Owner : City of Albany
Attachments : Monthly Financial Report – January 2026
Report Prepared By : Manager Finance
Authorising Officer: : Executive Director Corporate & Commercial Services

STRATEGIC IMPLICATIONS

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

IN BRIEF

- Under the Local Government Financial Management Regulations, a local government is to prepare monthly a statement of financial activity and statement of financial position that is presented to Council.
- The City of Albany’s Monthly Financial Report (inclusive of the statement of financial activity and the statement of financial position) for the period ending 31 January 2026 has been prepared and is attached.
- In addition, the City provides Council with a monthly investment summary to ensure the investment portfolio complies with the City’s Investment of Surplus Funds Policy.
- The financial information included within the Monthly Financial Report for the period ended 31 January 2026 is preliminary and has not yet been audited.

RECOMMENDATION

**CCS777: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the Monthly Financial Report for the period ending 31 January 2026 be RECEIVED.

CCS777: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR SUTTON**

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS777: AUTHORISING OFFICER RECOMMENDATION

THAT the Monthly Financial Report for the period ending 31 January 2026 be RECEIVED.

DISCUSSION

2. To fulfil statutory reporting obligations, the Monthly Financial Report prepared provides a snapshot of the City’s year to date financial performance. The report provides the:
 - (a) Statement of Financial Activity by nature classifications (satisfying Regulation 34 of the *Local Government (Financial Management) Regulations 1996*);
 - (b) Statement of Financial Position (satisfying Regulation 35 of the *Local Government (Financial Management) Regulations 1996*);
 - (c) Basis of Preparation;
 - (d) Explanation of material variances to year-to-date budget;
 - (e) Net Current Asset & Funding Position;
 - (f) Investment Portfolio Snapshot;
 - (g) Receivables; and
 - (h) Capital Acquisitions.
3. Additionally, each year a local government is to adopt a percentage or value to be used in the Statement of Financial Activity for reporting material variances. Under Council item CCS732, Council approved that a variance between actual and budget-to-date of greater than \$100,000 is a material variance for reporting purposes in the Statement of Financial Activity for 2025/2026.
4. The Statement of Financial Activity and Statement of Financial Position may be subject to year-end adjustments and have not been audited.
5. It is noted that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The ‘errors’ may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect.”

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

8. The City’s 2025/26 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 January 2026 has been incurred in accordance with the 2025/26 budget parameters.
11. Details of any budget variation more than \$100,000 (year to date) is outlined in the Statement of Financial Activity. There are no other known events, which may result in a material non-recoverable financial loss or financial loss arising from an uninsured event.

LEGAL IMPLICATIONS

12. Nil.

ENVIRONMENTAL CONSIDERATIONS

13. Nil.

ALTERNATE OPTIONS

14. Nil.

CONCLUSION

15. The Authorising Officer’s recommendation be adopted.

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

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

CCS778: LIST OF ACCOUNTS FOR PAYMENT – JANUARY 2026

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

STRATEGIC IMPLICATIONS

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

IN BRIEF

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

RECOMMENDATION

**CCS778: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 31 January 2026 totalling \$8,159,322.22 be RECEIVED.

CCS778: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR CLARKE

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS778: AUTHORISING OFFICER RECOMMENDATION

THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 31 January 2026 totalling \$8,159,322.22 be RECEIVED.

DISCUSSION

2. The table below summarises the payments drawn from the City’s Municipal and Trust funds for the period ending 31 January 2026. Please refer to the Attachment to this report.

Fund	Transaction Type	Amount (\$)	%
Municipal	Electronic Funds Transfer	\$5,591,859.49	68.6
Municipal	Payroll	\$2,539,515.68	31.1
Municipal	Credit Cards	\$27,947.05	0.3
Municipal	Cheques	\$0.00	0.0
Trust	N/A	\$0.00	0.0
TOTAL		\$8,159,322.22	100.0%

3. Included within the Electronic Funds Transfers from the City’s Municipal account are Purchasing Card transactions, required to be reported under Regulation 13(A), totalling: \$7,902.68.
4. The table below summaries the total outstanding creditors as at 31 January 2026.

Aged Creditors	Amount (\$)
Current	\$1,792,166.62
30 Days	\$595,798.50
60 Days	\$437,639.94
90 Days	\$62,033.60
TOTAL	\$2,887,638.66

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

9. Expenditure for the period to 31 January 2026 has been incurred in accordance with the 2025/2026 budget parameters.

FINANCIAL IMPLICATIONS

10. Expenditure for the period to 31 January 2026 has been incurred in accordance with the 2025/2026 budget parameters.

LEGAL IMPLICATIONS

11. Nil

ENVIRONMENTAL CONSIDERATIONS

12. Nil

ALTERNATE OPTIONS

13. Nil

CONCLUSION

14. That the list of accounts has been authorised for payment under delegated authority.

15. It is requested that any questions on specific payments are submitted to the Executive Director Corporate Services by 4pm of the day prior to the scheduled meeting time. All answers to submitted questions will be provided at the Committee meeting. This allows a detailed response to be given to the Committee in a timely manner.

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

CCS779: DELEGATED AUTHORITY REPORTS – 16 JANUARY 2026 TO 15 FEBRUARY 2026

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

STRATEGIC IMPLICATIONS

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

RECOMMENDATION

**CCS779: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the Delegated Authority Reports 16 January 2026 to 15 February 2026 be RECEIVED.

CCS779: COMMITTEE RECOMMENDATION

MOVED: DEPUTY MAYOR TERRY
SECONDED: COUNCILLOR BROUGH

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS779: AUTHORISING OFFICER RECOMMENDATION

THAT the Delegated Authority Reports 16 January 2026 to 15 February 2026 be RECEIVED.

BACKGROUND

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

**CCS780: NEW LICENCE – VIRGIN REGIONAL AIRLINES PTY LTD –
PORTION OF ALBANY REGIONAL AIRPORT**

Land Description	: Lot 5643 on Deposited Plan 157458 and Lot 4861 on Plan 157338, the subject of Certificate of Title Volume 2088 Folio 492 at 35615 Albany Highway, Drome
Proponent / Owner	: Virgin Australia Regional Airlines Pty Ltd (ACN 008997662)
Report Prepared By	: Property and Leasing Team Leader
Authorising Officer	: Executive Director Corporate and Commercial Services

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2032:
 - **Pillar:** Prosperity.
 - **Outcome:** A strong, diverse and resilient economy with work opportunities for everyone.

In Brief:

- Council is requested to consider a new non-exclusive licence to Virgin Australia Regional Airlines Pty Ltd (Virgin) to continue operating charter flight reception and baggage handling within the Airport terminal.
- Virgin currently provides a weekly charter flight service for the Rio Tinto FIFO employees.
- The airline occupies counter, office and baggage transfer areas under an existing licence that expired on 26 February 2026.
- The proposed licence term is five years.
- It is recommended that Council approve a new licence on similar terms to ensure continuity of service for FIFO operations.

RECOMMENDATION

**CCS780: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council APPROVE a non-exclusive licence to Virgin Australia Regional Airlines Pty Ltd over allocated areas within the Albany Regional Airport terminal, located at 35615 Albany Highway, Drome subject to the terms and conditions outlined in section 12 of this report.

CCS780: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR CLARKE
SECONDED: DEPUTY MAYOR TERRY

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS780: AUTHORISING OFFICER RECOMMENDATION

THAT Council APPROVE a non-exclusive licence to Virgin Australia Regional Airlines Pty Ltd over allocated areas within the Albany Regional Airport terminal, located at 35615 Albany Highway, Drome subject to the terms and conditions outlined in section 12 of this report.

BACKGROUND

2. The City of Albany owns and operates the Albany Regional Airport located at 35615 Albany Highway, Drome, Western Australia.
3. Virgin has operated weekly charter flights since February 2016, primarily servicing Rio Tinto FIFO passengers.
4. To support these operations, Virgin occupies counter, office and baggage handling facilities within the terminal under a current licence that expired on 26 February 2026.
5. The existing licence area is approximately 272.3m², comprising:
 - Counter space: 4.8m²
 - Office space: 7.5m²
 - Baggage handling areas
6. These areas include a customer service desk, exit gate counter, office and shared baggage handling facilities with conveyor belts for incoming and outgoing luggage.
7. Virgin has requested a new licence for five years to continue the service for FIFO operations.

DISCUSSION

8. Airlines using the Albany Airport pay Landing Fees, which provides access to airport facilities, including non-exclusive licence areas.
9. Under Council’s Property Management – Leases and Licences Policy, commercial licence rent is normally based on market valuation. However, as Virgin already contributes through Landing Fees, it is proposed that market rent be waived in this instance. Virgin will continue to meet all operating expenses associated with its occupation.
10. The proposed licence includes a 6-month termination clause for either party, ensuring flexibility.
11. The charter services by Virgin will not impact Rex Airlines’ regular public transport service between Albany and Perth.
12. The table below summaries the essential terms of the proposed licence:

Item	Details
Licensee	Virgin Australia Regional Airlines Pty Ltd (ACN 008997662)
Land Description	Lot 5643 on Deposited Plan 157458 and Lot 4861 on Plan 157338, the subject of Certificate of Title Volume 2088 Folio 492 at 35615 Albany Highway, Drome
Licence Area	Approx. 272.3m ² (including counter space of approx. 4.8m ² , office space of approx. 7.5m ² and baggage handling areas)
Land Ownership	City of Albany
Permitted Use	Airline reception, transfer terminal baggage handling and associated airline activities
Term of Licence	5 years, commencing 27 February 2026
Rent	\$10.00 plus GST per annum
Insurance	Public Liability \$50 million, fixtures/fittings, plate glass and workers compensation
Outgoings	Payable by tenant
Special Conditions	Same as current licence, including termination if charter services cease

13. Virgin has agreed in principle to the above terms, subject to Council approval.

GOVERNMENT & PUBLIC CONSULTATION

- 14. Section 3.58 of the *Local Government Act 1995* prescribes the process by which the City can dispose of property. For the purposes of this section, a licence is considered a disposal.
- 15. Community Engagement

Type of Engagement	Method of Engagement	Engagement Dates	Participation (Number)	Statutory Consultation
Consult	Advertise proposed licence in local newspaper and on the City's website, inviting public submissions.	A two-week period following Council endorsement of this agenda item.	Open	Section 3.58 of the <i>Local Government Act 1995</i> .

STATUTORY IMPLICATIONS

- 16. Section 3.58 of the *Local Government Act 1995* allows for the disposal of property, including leased/licenced land and buildings, including advertising requirements.

POLICY IMPLICATIONS

- 17. Council's Property Management (Leases and Licences) Policy supports equitable access and efficient management of City owned and managed properties in line with statutory procedures.
- 18. The policy requires annual rent reviews, market valuations every three years and CPI adjustments for in between years for a commercial licence.
- 19. Council has previously waived licence rent for Virgin in recognition of the Landing Fees already paid.
- 20. It is recommended that Council continue to waive the market rent, as the existing fees already cover use of the non-exclusive licence areas.
- 21. All other terms of the licence agreement will comply with the policy.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputation: new licence not approved.	Unlikely	Moderate	Medium	Seek to negotiate terms to Council satisfaction.
Reputation: new licence not approved – service disruption.	Unlikely	Moderate	Medium	Seek to negotiate terms to Council satisfaction.
Reputation: Confusion of the services being delivered between Rex Airlines and Virgin.	Unlikely	Moderate	Medium	Clear publication of which airline is responsible for which service.
Opportunity: The licence supports the City's Strategic Community Plan 2032 by attracting and retaining businesses, growing the economy and creating local jobs.				

FINANCIAL IMPLICATIONS

- 23. All costs associated with the development and ongoing operations of the licence area will be met by Virgin.

LEGAL IMPLICATIONS

- 24. The Deed of Licence will be prepared by City's lawyers with enforceable terms and conditions to mitigate risk to the City.
- 25. The licence does not grant exclusive use or occupation rights over the premises.

ENVIRONMENTAL CONSIDERATIONS

26. No environmental impacts have been identified.

ALTERNATE OPTIONS

27. Council may:

- Approve the new licence;
- Approve with amendments; or
- Decline the licence request.

28. If the licence is declined, Virgin will need to find an alternative location for charter flight reception and baggage handling, which may disrupt existing operations.

CONCLUSION

29. Virgin Australia has operated charter flights for FIFO passengers from Albany since 2016 and requires continued access to terminal space to support these services.

30. The current licence expired on 26 February 2026. The proposed new licence provides a five-year term, ensuring operational continuity.

31. The licence aligns with the City’s strategic objectives to grow the economy, attract and retain businesses and create local employment opportunities.

32. It is recommended that Council approve the new licence and waive market rent, allowing a peppercorn rent of \$10 plus GST pa, given Virgin already pays Landing Fees.

Consulted References	:	<ul style="list-style-type: none"> • Property Management (Leases and Licences) Policy • <i>Local Government Act 1995</i> • <i>Land Administration Act 1997</i>
File Number	:	PRO414, 160418
Previous Reference	:	OCM 15.12.2015 Item ED029 OCM 22.03.2016 Item CSF228

CCS781: COMMUNICATIONS AND ENGAGEMENT STRATEGY PROGRESS REPORT

Proponent / Owner	: City of Albany
Attachments	: City of Albany Communications & Engagement Strategy 2024-2027 Progress Report (2025 Quarter Four) City of Albany Engagement Register (2025 Quarter Four)
Report Prepared By	: Community Development Coordinator
Authorising Officer	: Executive Director Community Services

STRATEGIC IMPLICATIONS

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

In Brief:

- Note the City of Albany Communications & Engagement Strategy Quarter Four 2025 progress report.

RECOMMENDATION

CCS781: COMMITTEE RECOMMENDATION VOTING REQUIREMENT: SIMPLE MAJORITY

THAT the City of Albany Communications & Engagement Strategy progress report for Quarter Four 2025 and its endorsement by the Communications & Engagement Advisory Group be NOTED.

CCS781: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR LIONETTI
SECONDED: COUNCILLOR MACLAREN

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS781: AUTHORISING OFFICER RECOMMENDATION

THAT the City of Albany Communications & Engagement Strategy progress report for Quarter Four 2025 and its endorsement by the Communications & Engagement Advisory Group be NOTED.

BACKGROUND

2. Council adopted the revised Communications & Engagement Strategy at the June 2025 OCM. The Strategy sets a clear direction for communication and engagement activities by the City. An Action Plan underpins the Strategy.
3. A Communications and Engagement Advisory Group comprising community representatives, Elected Members, and City officers oversees the Strategy implementation and annual action plan. The Advisory Group meets quarterly to review and endorse the progress report.

DISCUSSION

Progress Report

4. The Communications and Engagement Advisory Group endorsed the progress report for 2025 Quarter Four at its meeting on Monday, 2 February 2026.
5. The Advisory Group also noted the Engagement Register Report.
6. This current action plan includes 31 actions, with 4 actions complete and 27 in progress or on track.
7. The group also provided feedback on five Communications & Engagement projects for staff to consider in their planning.

GOVERNMENT & PUBLIC CONSULTATION

8. The revised Strategy was developed using existing data collected as part of the reviews for the Corporate Strategic Plan, Age Friendly Albany Plan, Youth Friendly Albany Plan and the Access and Inclusion Plan.
9. The revised Strategy was also developed in collaboration with the City’s former Communications and Advisory Group, who worked closely with staff on the drafting of the Strategy and Action Plan.
10. The progress report has been reviewed and supported by the Advisory Group, which includes members representing the community.

STATUTORY IMPLICATIONS

11. Nil

POLICY IMPLICATIONS

12. This item aligns with the Council’s adopted policy position: Community Engagement Policy.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational: Community engagement expectations are not met due to budget, viability, funding agreements, safety, or legislative constraints.	Likely	Moderate	High	Clearly define and communicate to community instances where project engagement is constrained by non-negotiable factors.
Reputational: Communications or engagement activity is ad-hoc, untimely, inaccurate, or untargeted.	Unlikely	Major	Low	Follow best practice engagement framework and provide timely, informative, and accurate communications to the community through effective channels as outlined in the Communications & Engagement Strategy.
Operational: Some aspirations of the Strategy may not be fully realised due to budget funding, or resource constraints.	Possible	Moderate	Medium	Prioritise budget allocation where necessary and explore all options to achieve objectives.

FINANCIAL IMPLICATIONS

14. Nil.

LEGAL IMPLICATIONS

15. Nil.

ENVIRONMENTAL CONSIDERATIONS

16. Nil.

ALTERNATE OPTIONS

17. Nil.

CONCLUSION

- 18. The Communications & Engagement Strategy is overseen by an Advisory Group comprising the community, Elected Members and City staff representatives.
- 19. Community representation on the Advisory Group ensures that community needs and priorities remain central to implementing the Communications and Engagement Strategy.
- 20. Regular progress reports of achievements against the Strategy are endorsed by the Advisory Group and submitted to Council for information. The progress report against the Strategy's Action Plan for 2025 Quarter Four is submitted to Council for noting.

Consulted References	:	City of Albany Communication and Engagement Strategy 2024-2027 Council Policy – Community Engagement
File Number (Name of Ward)	:	All Wards
Previous Reference	:	OCM 16 December 2025 CCS761

CCS782: GOVERNANCE ASSURANCE REVIEW – CODE OF CONDUCT, BEHAVIOURAL BREACH DETERMINATION PATHWAY AND COMPLAINTS FRAMEWORK (2026 REFORMS)

Proponent / Owner	: City of Albany
Business Entity Name	: City of Albany
Attachments	: <ul style="list-style-type: none">• Attachment 1 – Code of Conduct for Council Members, Committee Members and Candidates (Amended, fully revised, proposed)• Attachment 2 – Complaint About Alleged Behaviour Breach Form (Approved form – cl. 11(2)(a))• Attachment 3 – Policy 1.72: Alleged Breaches of Behaviour Complaints Management Policy (Renamed, Amended, fully revised, proposed)• Attachment 4 – Policy 1.04: Attendance at Events and Functions Policy (Amended, fully revised, proposed)• Attachment 5 – Complaint Management Framework (LGA Part 8A Policy & Procedures (New Council Policy Position – proposed)• Attachment 6 – Implementation Plan (to 30 June 2026)
Report Prepared By	: Manager Governance & Risk
Authorising Officers	: Chief Executive Officer Executive Director Corporate & Commercial Services

STRATEGIC IMPLICATIONS

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

In Brief:

- The Committee is requested to review and provide governance assurance on the amended Code of Conduct and associated complaints documents required to implement the 2026 local government governance reforms.
- The Local Government Act 1995 requires local governments to adopt the amended Code of Conduct by 31 March 2026.
- The amended Code confirms that behavioural breach complaints under Division 3 must be determined by Council unless Council resolves, by absolute majority, to authorise either a Council member-only committee or an eligible external person.
- Updated Council policy positions and complaint management documents are required to support compliance with the revised Part 8A complaints framework.
- Committee review assures Council that the proposed framework is coherent, compliant, and implementation-ready, and highlights key governance considerations for Council determination.
- Service complaints and existing misconduct reporting processes will continue, supported by the proposed Complaint Management Framework (LGA Part 8A Policy & Procedures – Attachment 5), which assists officers to triage complaints and allegations and determine the appropriate statutory or referral pathway.

RECOMMENDATIONS

**CCS782: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT Recommendations 1, 2, 3, 4, 5, 6 and 8 be ADOPTED EN BLOC.

CCS782: COMMITTEE RECOMMENDATION

MOVED: MAYOR STOCKS
SECONDED: COUNCILLOR CLARKE

THAT Recommendations 1, 2, 3, 4, 5, 6 and 8 be ADOPTED EN BLOC.

CARRIED 5-3

Record of Vote

Against: Councillors Sutton, Brough and Lionetti

CCS782: AUTHORISING OFFICER RECOMMENDATION 1

THAT:

- (1) Council, by absolute majority, ADOPTS the Code of Conduct for Council Members, Committee Members and Candidates (Attachment 1) in accordance with section 5.104 of the Local Government Act 1995 and the Local Government (Model Code of Conduct) Regulations 2021, as amended.
- (2) The Chief Executive Officer PUBLISH the adopted Code of Conduct on the City's website as soon as practicable following adoption.

CCS782: AUTHORISING OFFICER RECOMMENDATION 2

THAT Council APPROVES the Complaint About Alleged Behaviour Breach Form (Attachment 2) as the approved form required under clause 11(2)(a) of the Code of Conduct.

CCS782: AUTHORISING OFFICER RECOMMENDATION 3

THAT Council, in accordance with clause 11(3) of the Code of Conduct, APPOINTS IN WRITING the following positions as authorised receiving officers for the receipt of behavioural breach complaints and withdrawals of complaints:

- Chief Executive Officer
- Manager Governance & Risk
- Executive Officer Governance

CCS782: AMENDMENT BY MAYOR STOCKS (AUTHORISING OFFICER RECOMMENDATION 4)

MOVED: MAYOR STOCKS
SECONDED: COUNCILLOR CLARKE

THAT Authorising Officer Recommendation 4 be AMENDED to include point 2:

Council INSTRUCTS the Chief Executive Officer to investigate the appointment of eligible external person(s) to perform behavioural breach determination functions and provide a briefing to Council prior to 30 June 2026.

Mayor Stocks then moved an amendment to the Authorising Officer Recommendation 4. Whilst the amendment was moved and seconded it was not put to the vote and the amendment was carried En Bloc.

CCS782: AUTHORISING OFFICER RECOMMENDATION 4

MOVED: MAYOR STOCKS
SECONDED: COUNCILLOR CLARKE

THAT Council;

DETERMINES that the City's functions under clauses 12 and 13 of the Code of Conduct (behavioural breach findings and dismissal decisions) will be performed by Council, and that no authorisation under clause 14B is made at this time.

CCS782: AUTHORISING OFFICER RECOMMENDATION 5

THAT Council ADOPTS Policy 1.72 – Alleged Breaches of Behaviour Complaints Management Policy (Attachment 3) as a Council Policy.

CCS782: AUTHORISING OFFICER RECOMMENDATION 6

THAT Council ADOPTS Policy 1.04 – Attendance at Events and Functions (Attachment 4) as a Council Policy.

Authorising Officer Recommendation 7 was withdrawn from consideration by staff.

CCS782: AUTHORISING OFFICER RECOMMENDATION 7

THAT Council ADOPTS the Complaint Management Framework (LGA Part 8A Policy & Procedures (Attachment 5) as a new Council Policy Position, that will guide and complement the City's overarching governance framework for statutory and integrity-related complaints.

CCS782: AUTHORISING OFFICER RECOMMENDATION 8

THAT Council NOTES the Implementation Plan (Attachment 6) and SUPPORTS the proposed sequencing of reforms to 30 June 2026 as a risk-managed approach to statutory compliance.

BACKGROUND

2. Amendments commencing on 1 January 2026 introduced a new governance and complaints framework, including revised behavioural breach processes, enhanced confidentiality requirements, and expanded Inspector oversight.

DISCUSSION

Code of Conduct – Key Governance Matters

3. The amended Code incorporates the updated Model Code of Conduct and establishes compliant processes for receiving, assessing and determining behavioural breach complaints.
4. The Code confirms that behavioural breach complaints must be:
 - a. lodged in writing on an approved form;
 - b. lodged within one month of the alleged breach; and
 - c. given to an authorised receiving officer appointed under clause 11(3).

Attachment 1 – Code of Conduct for Council Members, Committee Members and Candidates:

5. The amended Code of Conduct has been fully revised to align with the Model Code of Conduct and legislative amendments commencing on 1 January 2026.
6. While the behavioural standards themselves remain unchanged, the revised Code strengthens governance and compliance by removing outdated delegations, clarifying lawful responsibility for the receipt and determination of behavioural breach complaints, embedding mandatory referral and monitoring provisions, and clearly distinguishing between behavioural breaches and conduct breaches under Part 8A.
7. The amendments ensure the City's Code of Conduct is compliant, current and provides a clear and defensible framework for decision-making.

Determination of Behavioural Breach Complaints

8. Clause 3.5 of the Code provides that the City's functions under clauses 12 and 13 must be performed by Council.
9. Council may depart from this default position only by resolution carried with an absolute majority to authorise:
 - a. a committee of Council comprising Council Members only; or
 - b. an eligible external person, in accordance with clause 14B.
10. Where an eligible external person is authorised, the resolution must expressly state that Council is satisfied the person is suitably qualified and experienced, impartial, and has no close association with Council Members or employees.
11. Sector guidance indicates that authorising an eligible external person may be appropriate where:
 - a. there is a heightened risk of actual or perceived bias;
 - b. multiple Council Members are involved in, or affected by, the alleged conduct; or
 - c. the matter is contentious or likely to impact public confidence.
12. Determining the authorisation model is a key governance decision for Council and forms part of implementation readiness.

Behavioural Breach Complaint Form

13. The Complaint About Alleged Behaviour Breach Form has been prepared to meet clause 11(2)(a) requirements and includes statutory time limits, declaration requirements, and authorised receiving officer details.
14. The form reflects the statutory requirements for lodgement, including the one-month time limit, declaration requirements and authorised receiving officers.
15. It is intentionally limited to complaint intake and does not pre-determine assessment or outcomes, supporting lawful, procedurally fair and consistent handling of behavioural breach complaints.

Attendance at Events and Functions – Policy 1.04

16. Policy 1.04 is a Council policy position referenced in the Code and supports transparency and compliance in relation to invitations, hospitality and event attendance.
17. Policy 1.04 has been updated to clarify and modernise the City's approach to attendance at events and functions.
18. The amendments strengthen legislative alignment, clearly distinguish event attendance from travel and accommodation, and provide clearer guidance on disclosure, conflicts of interest and participation in decision-making.
19. The revised policy does not expand entitlements, but improves consistency, transparency and compliance for Council Members, the CEO and employees.

Alleged Breaches of Behaviour Complaints Management Policy – Policy 1.72

20. Policy 1.72 establishes the City's statutory process for managing behavioural breach complaints, including assessment, referral to an independent assessor, Council notification, and determination processes.
21. The policy operates in conjunction with the Code and must be applied consistently with Council's chosen authorisation model under clause 14B.
22. Policy 1.72 has been renamed and fully revised to reflect the amended legislative framework applying from 1 January 2026.
23. The revised policy removes outdated terminology, clearly embeds mandatory referral requirements to the Local Government Inspector, clarifies Council's lawful role in behavioural breach determinations, and strengthens confidentiality and procedural safeguards.
24. The policy operates in conjunction with the amended Code of Conduct and provides a compliant and consistent process for managing behavioural breach complaints under Division 3.

Complaint Management Framework (LGA Part 8A Policy & Procedures) - NEW

25. The Complaint Management Framework (LGA Part 8A Policy & Procedures) establishes the City's overarching governance framework for managing statutory and integrity-related complaints under the revised Part 8A of the Local Government Act 1995.
26. The policy does not replace or duplicate the City's Customer Service Charter or customer service complaint processes, which continue to govern service requests, feedback and general service complaints.
27. This policy operates alongside, but separately from, Policy 1.72 – Alleged Breaches of Behaviour Complaints Management Policy, which applies only to behavioural breach complaints under Division 3 of the Code of Conduct.

28. Maintaining this separation ensures that:
 - a. service complaints are managed consistently through established customer service processes;
 - b. behavioural breach complaints are managed strictly in accordance with the Code and Model Code requirements; and
 - c. statutory and integrity-related complaint categories (including conduct breaches, specified breaches and Inspector referrals) are managed lawfully and consistently under the Part 8A framework.
29. The two policies are complementary rather than duplicative, with Policy 1.72 giving effect to the Code-mandated behavioural breach process, and the Complaint Management Policy & Procedures providing the governance controls required for statutory complaint categories under Part 8A.
30. The Complaint Management Framework (LGA Part 8A Policy & Procedures) is a new Council Policy Position that establishes the City's overarching governance framework for managing statutory and integrity-related complaints under Part 8A of the Local Government Act 1995.
31. There is no equivalent policy currently published by the City; this framework addresses a governance gap by introducing mandatory complaint triage, clarifying the City's interface with the Local Government Inspector, and ensuring complaints are directed to the correct statutory pathway.
32. The framework complements, but does not replace, the Code of Conduct, Policy 1.72 or customer service complaint processes, and strengthens whole-of-City compliance and risk management.

Implementation

33. The Implementation Plan identifies key actions, training, templates and system changes required to support compliance by statutory deadlines, including Council resolutions required under the Code.

GOVERNMENT & PUBLIC CONSULTATION

34. The report reflects recent guidance and implementation resources issued by the Department of Local Government and the Western Australian Local Government Association (WALGA) regarding the 2026 legislative reform package.
35. No external public consultation has been undertaken or is required, as the proposed changes implement mandatory statutory amendments and prescribed regulatory requirements rather than discretionary policy reform.

STATUTORY IMPLICATIONS

36. Local governments must adopt an amended Code of Conduct consistent with the Model Code by 31 March 2026 and publish it as soon as practicable.
37. Council must approve the behavioural breach complaint form and determine the lawful decision maker for clauses 12 and 13 functions.
38. Complaint management policies must comply with Part 8A of the Local Government Act 1995 and associated regulations.

POLICY IMPLICATIONS

- 39. Adoption of the amended Code and associated policies will replace previous local governance and complaints arrangements to the extent of any inconsistency.
- 40. Adoption of the amended Code and associated policies will replace previous local governance and complaints arrangements to the extent of any inconsistency, while noting existing customer service complaint and misconduct reporting processes.

RISK IDENTIFICATION & MITIGATION

- 41. The risk identification and categorisation rely on the City’s Enterprise Risk and Opportunity Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Legal & Compliance: <i>Non-compliance with the Code adoption deadline.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Council adoption by 31 March 2026.</i>
Reputation: <i>Perceived bias in behavioural breach determinations.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Council resolution on clause 14B authorisation model.</i>
Legal & Compliance: <i>Complaints mishandled under new framework.</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Adopt policies, training and templates.</i>
Reputation: <i>Governance transparency non-compliance.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Updated procedures and monitoring.</i>

FINANCIAL IMPLICATIONS

- 42. Implementation will be delivered within existing governance resources. External decision-maker costs, if adopted, would be managed within approved budgets.

LEGAL IMPLICATIONS

- 43. Ensures compliance with the amended Local Government Act 1995 and associated Regulations, including:
 - a. lawful adoption and publication of the Code of Conduct;
 - b. compliance with statutory requirements for the receipt and determination of behavioural breach complaints under Division 3 of the Code; and
 - c. clarification of Council’s obligations to determine, by absolute majority resolution, whether behavioural breach functions under clauses 12 and 13 are to be performed by Council or by an authorised decision-maker under clause 14B, thereby reducing exposure to procedural fairness, apprehended bias and judicial review risks.

ENVIRONMENTAL CONSIDERATIONS

- 44. Not applicable.

ALTERNATE OPTIONS

45. Council may determine one of the following authorisation models for Clause 14B, being:

OPTION A – COUNCIL RETAINS DETERMINATION FUNCTION (DEFAULT)

RESOLUTION: THAT Council DETERMINES that the City's functions under clauses 12 and 13 of the Code of Conduct (behavioural breach findings and dismissal decisions) will be performed by Council, and that no authorisation under clause 14B is made at this time.

OPTION B – AUTHORISATION OF COUNCIL ONLY COMMITTEE

RESOLUTION: THAT Council, by absolute majority, in accordance with clause 14B(2) of the Code of Conduct, AUTHORISES a committee of Council comprising Council Members only to perform the City's functions under clauses 12 and 13 of the Code of Conduct on behalf of the City.

AND

THAT the committee's Terms of Reference be approved by Council and applied consistently with the Code of Conduct and Policy 1.72.

OPTION C – AUTHORISATION OF ELIGIBLE EXTERNAL PERSON

(Use only if Council is appointing an external decision maker)

RESOLUTION: THAT Council, by absolute majority, in accordance with clause 14B(3) of the Code of Conduct, AUTHORISES [insert full name] as an eligible external person to perform the City's functions under clauses 12 and 13 of the Code of Conduct on behalf of the City.

AND THAT Council RESOLVES THAT:

1. Council is satisfied that [name] is suitably qualified and experienced to perform the functions under clauses 12 and 13, having regard to [brief statement of qualifications/experience].
 2. Council is satisfied that [name] is impartial and has no close association with any Council Member or employee of the City of Albany.
 3. The authorisation applies subject to compliance with the Code of Conduct, Policy 1.72, and any applicable procedural fairness and confidentiality requirements.
46. If OPTION C is the recommended pathway, that OPTION A is retained until an appropriate persons is considered and appointed by Council.
47. If this is the considered approach, a suitable worded recommendation to Council would be:
"Council notes that, where appropriate, it intends to utilise an eligible external person under clause 14B(3) of the Code of Conduct to perform behavioural breach determination functions, subject to a separate Council resolution authorising a specific person in accordance with the Code."

CONCLUSION

- 48. Committee review provides governance assurance that the amended Code of Conduct, behavioural breach complaint form, updated Council policy positions and complaint management documents are compliant and ready for Council consideration.
- 49. Council determination of the behavioural breach authorisation model is a critical implementation step to ensure lawful, impartial and confidence-building decision-making under the new framework.

Consulted References	:	Local Government Act 1995
File Number	:	GO.CLS.23
Previous Reference	:	AR181: Local Government Reform Progress Report

CCS783: HARRY RIGGS ALBANY REGIONAL AIRPORT STRATEGIC INTENT

Land Description	: Albany Airport, Drome WA 6330
Proponent / Owner	: City of Albany
Attachments	: Draft Strategic Intent Document Current Project Gantt Chart
Report Prepared By	: Executive Director Corporate and Commercial Services
Authorising Officer:	: Chief Executive Officer

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan, informing plans or strategies:
 - **Pillar:** 3.4 Place. A safe, sustainable and efficient transport network.
 - **Outcome:** 3.4.5 Improve access to marine, rail and aviation transport to support population growth, tourism and economic development.

In Brief:

- The Harry Riggs Albany Regional Airport is currently classified as Code 3C.
- Engineering advice in 2022 confirmed the need for renewal of the main runway.
- Council adopted the Albany Airport Masterplan 2043 in April 2024.
- The City has secured approximately \$28.7M in combined Federal and State funding.
- Total project value is approximately \$42M.
- The proposed works renew and strengthen existing Code 3C infrastructure.
- The project does not alter the airport's operational code classification.
- Adoption of the Strategic Intent is required to formalise the City's position and satisfy funding expectations.

RECOMMENDATION

**CCS783: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council:

- (1) **ENDORSE** the Strategic Intent Document for the Harry Riggs Albany Regional Airport Enhancement Project.
- (2) **NOTE** that the project maintains the Airport's existing Code 3C operational classification.
- (3) **NOTE** that any future proposal to alter operational classification or materially expand capacity will be subject to separate business case assessment and Council consideration.
- (4) **NOTE** the Project Gantt Chart and staged delivery approach.
- (5) **NOTE** that project risks will be managed in accordance with the City's Enterprise Risk & Opportunity Management Framework.

CCS783: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR BROUGH
SECONDED: COUNCILLOR CLARKE

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS783: AUTHORISING OFFICER RECOMMENDATION

THAT Council:

- (1) ENDORSE the Strategic Intent Document for the Harry Riggs Albany Regional Airport Enhancement Project.
- (2) NOTE that the project maintains the Airport's existing Code 3C operational classification.
- (3) NOTE that any future proposal to alter operational classification or materially expand capacity will be subject to separate business case assessment and Council consideration.
- (4) NOTE the Project Gantt Chart and staged delivery approach.
- (5) NOTE that project risks will be managed in accordance with the City's Enterprise Risk & Opportunity Management Framework.

BACKGROUND

2. In 2022, engineering assessments identified that the main runway required renewal to maintain operational safety, compliance and service continuity.
3. Subsequently, the City:
4. Prepared a Business Case.
 - a. Adopted the Albany Airport Masterplan 2043 (April 2024).
 - b. Endorsed a staged development pathway.
 - c. Participated in a socio-economic analysis in partnership with the Great Southern Development Commission and Tourism WA.
 - d. Secured \$14.69M under the Commonwealth Growing Regions Program (January 2025).
 - e. Secured \$14M in State Government funding.
5. Detailed design work is progressing, with construction targeted for the 2026/27 summer construction window.

DISCUSSION

Current Operational Position

6. The Harry Riggs Albany Regional Airport is currently a Code 3C airport.
7. The proposed enhancement project:
 - a. Renews the runway pavement.
 - b. Strengthens underlying pavement structure.
 - c. Addresses compliance matters.
 - d. Improves taxiway and apron infrastructure.
 - e. Enhances terminal and landside functionality.
8. The project does not seek to change the operational code classification.

Community Aspiration and Interstate Connectivity

9. Community discussion has increasingly referenced the opportunity for direct interstate services.
10. Council acknowledges this aspiration and recognises the potential economic, tourism and connectivity benefits such services may provide.
11. However, it is important to clarify that:
 - a. Airport code classification alone does not determine airline route decisions.
 - b. Interstate services depend on sustained passenger demand, airline commercial modelling, aircraft availability and route risk allocation.
 - c. Infrastructure capability is necessary but not sufficient to guarantee services.
12. Experience across regional Australia demonstrates that route development can take many years and often involves complex commercial arrangements.
13. The Strategic Intent therefore adopts a balanced approach:
 - a. Renewing critical infrastructure.
 - b. Strengthening resilience.
 - c. Avoiding speculative overcapitalisation.
 - d. Preserving future expansion optionality where feasible.
14. This ensures Council responds to community ambition while maintaining prudent financial stewardship.

Strategic Position

15. The City's position can be summarised as:
Maintain capability. Strengthen resilience. Preserve future options.
16. This approach:
 - a. Protects the rate base.
 - b. Aligns with the Long-Term Financial Plan.
 - c. Avoids stranded or sacrificial works.
 - d. Maintains flexibility should market conditions justify further expansion in the future.

GOVERNMENT & PUBLIC CONSULTATION

17. Engagement has occurred with:
 - a. WA Department of Transport – Aviation;
 - b. Great Southern Development Commission;
 - c. Tourism WA;
 - d. Australia's South West;
 - e. Development WA;
 - f. Airline representatives;
 - g. General Aviation community; and
 - h. RFDS and DBCA.
18. Ongoing stakeholder engagement will continue throughout delivery.

STATUTORY IMPLICATIONS

19. Nil direct statutory implications arise from endorsement of the Strategic Intent.
20. All proposed works will comply with:
 - a. Civil Aviation Safety Authority (CASA) requirements;
 - b. Funding agreement conditions; and
 - c. Relevant State and Commonwealth legislation

POLICY IMPLICATIONS

21. The proposal aligns with the City’s
- Strategic Community Plan
 - Corporate Business Plan
 - Long-Term Financial Plan
 - Asset Management Plans
 - Enterprise Risk & Opportunity Management Framework

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Financial Management. Risk: Overcapitalisation beyond demonstrated demand increasing lifecycle costs and ratepayer exposure.	Likely	Moderate	High	<ul style="list-style-type: none"> • Retention of Code 3C baseline. • Staged development approach. • Lifecycle modelling integrated into design. • LTFP scenario testing. • Avoidance of speculative infrastructure.
Reputation. Risk: Community Expectation Risk. Perception that runway renewal will directly result in immediate interstate services.	Possible	Moderate	Medium	<ul style="list-style-type: none"> • Clear communications distinguishing infrastructure capability from airline commercial decisions. • Publication of staged pathway. • Transparent reporting to Council and community. • Continued engagement with tourism and economic development partners.
Service Delivery/Financial Management. Risk: There is a risk that global events effect the cost of works, negatively affecting how much work can be achieved.	Likely	Major	High	<ul style="list-style-type: none"> • Early market engagement. • Contingency allowances. • Staged procurement strategy. • Ongoing cost benchmarking.
Funding & Compliance. Risk: Failure to meet funding milestones or reporting obligations.	Possible	Major	Medium to High	<ul style="list-style-type: none"> • Dedicated project governance structure. • Milestone tracking dashboard. • Grant compliance schedule. • Executive oversight.
Reputation. Risk. Strategic Positioning. Perception that Albany is not pursuing growth opportunities comparable to other regional centres.	Likely	Moderate	High	<ul style="list-style-type: none"> • Evidence-based decision making. • Reference to socio-economic analysis. • Periodic strategic review (3–5 years). • Ongoing airline engagement.
Opportunity: There is an opportunity that through the correct strategy and community engagement, that there is the most beneficial outcome for the city achieved. Noting: The project presents opportunities including Economic stimulus during construction. Increased regional aviation resilience. Support for tourism growth. Strengthened emergency and health service access. Incremental passenger growth.				

FINANCIAL IMPLICATIONS

- 23. Total project value: approximately \$42M.
- 24. Funding contributions:
 - Commonwealth: ~\$14.69M
 - State Government: ~\$14M
 - City of Albany: balance contribution
- 25. Ongoing operational and lifecycle costs will be incorporated into:
 - Long-Term Financial Plan
 - Annual Budget process
 - Asset Management Plans
- 26. Any future proposal to materially expand infrastructure or alter operational classification would require separate business case assessment and Council approval.

LEGAL IMPLICATIONS

- 27. Nil beyond standard contractual, procurement and aviation regulatory compliance. I

ENVIRONMENTAL CONSIDERATIONS

- 28. Construction will involve temporary environmental impacts which will be managed through:
 - a. Environmental Management Plans.
 - b. Regulatory compliance.
 - c. Appropriate construction controls.
- 29. Future operational impacts remain consistent with current Code 3C classification.

ALTERNATE OPTIONS

- 30. Council may decide to:
 - a. Proceed with a more ambitious redevelopment pathway (higher financial exposure and speculative demand risk).
 - b. Defer renewal works (increasing asset failure and compliance risk).
 - c. Not endorse the Strategic Intent (potential funding implications)..

CONCLUSION

- 31. The proposed Strategic Intent provides a balanced and responsible pathway for the Harry Riggs Albany Regional Airport. It:
 - a. Maintains the existing Code 3C classification.
 - b. Renews critical infrastructure.
 - c. Strengthens compliance and resilience.
 - d. Preserves future expansion optionality.
 - e. Protects long-term financial sustainability.
 - f. Officers recommend endorsement.

Consulted References	:	<ul style="list-style-type: none"> • Albany Airport Master Plan 2043 • Department of Transport (State) to develop a Strategic Intent Document (Draft)
Previous Reference	:	OCM 23 April 2024 Report CCS619

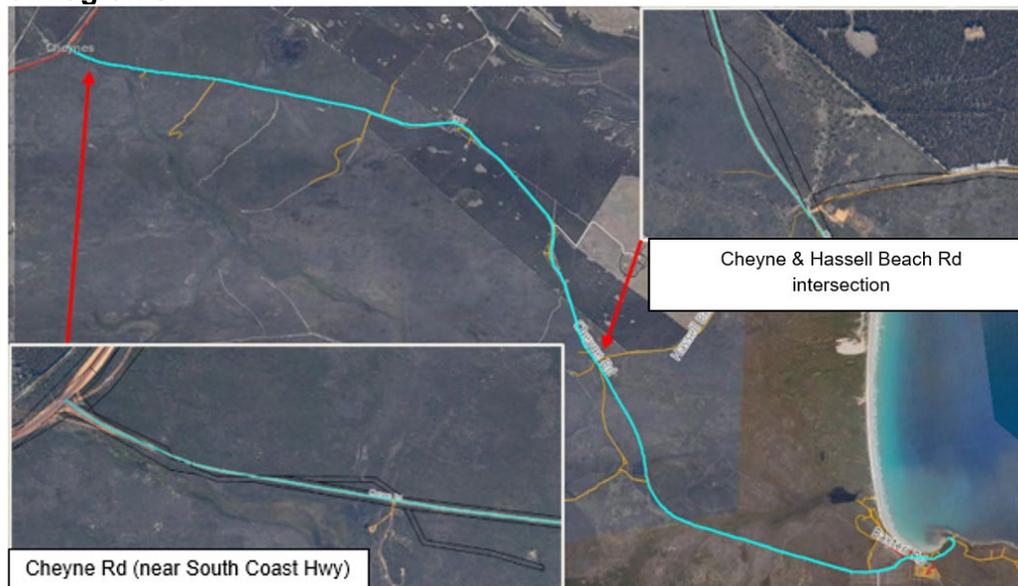
DIS465: CHEYNE ROAD AND HASSELL BEACH ROAD, CHEYNES – ROAD RESERVE RATIONALISATION

Land Description	: Portions of Cheyne Road, Hassell Beach Road and Reserve 29883.
Proponent / Owner	: State Government – Department of Planning Lands & Heritage
Attachments	: 1. Map A –Cheyne Beach Rd (near South Coast Hwy) 2. Map B –Cheyne Beach Rd 3. Map C – Cheyne Beach Rd & Hassell Beach Rd intersection 4. Map D - Reserve 29883
Report Prepared By	: Lands Officer
Authorising Officer:	: Executive Director Infrastructure Development and Environment

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
 - **Pillar:** A safe, sustainable and efficient transport network.
 - **Outcome:** Improve road safety, connectivity and traffic flow.

Maps and Diagrams:



In Brief:

- Portions of Cheyne Road, including at the intersection with Hassell Beach Road, that are managed by the City of Albany, have historically been constructed outside of the designated road reserve and through portions of adjoining Reserve 29883.
- Land actions are proposed to rectify these historical road alignment anomalies, by excising portions of land from Reserve 29883 for dedication as public road, and closing the unused portions of road reserve for inclusion into the Reserve.
- Council's resolution is required to progress this matter with the Department of Planning Lands & Heritage, who are the decision-making authority in relation to Crown land management, pursuant to sections 56 and 58 of the *Land Administration Act 1997*.

RECOMMENDATION

**DIS465: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council:

- 1. REQUEST the Minister for Lands to excise 7Ha of land from Reserve 29883 for dedication as road reserves for Cheyne Road and Hassell Beach Road, pursuant to section 56 of the *Land Administration Act 1997*, subject to final survey;**
- 2. INDEMNIFY the Minister for Lands from any claims for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request, pursuant to section 56(4) of the *Land Administration Act 1997*;**
- 3. REQUEST the Minister for Lands to close 7Ha of the unused road reserves for Cheyne Road and Hassell Beach Road, pursuant to section 58 of the *Land Administration Act 1997*, subject to final survey;**
- 4. REQUEST the Minister for Lands to incorporate the closed roads into Reserve 29883.**

DIS465: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR BROUGH
SECONDED: COUNCILLOR LIONETTI**

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 7-0

DIS465: AUTHORISING OFFICER RECOMMENDATION

THAT Council:

- 1. REQUEST the Minister for Lands to excise 7Ha of land from Reserve 29883 for dedication as road reserves for Cheyne Road and Hassell Beach Road, pursuant to section 56 of the *Land Administration Act 1997*, subject to final survey;**
- 2. INDEMNIFY the Minister for Lands from any claims for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request, pursuant to section 56(4) of the *Land Administration Act 1997*;**
- 3. REQUEST the Minister for Lands to close 7Ha of the unused road reserves for Cheyne Road and Hassell Beach Road, pursuant to section 58 of the *Land Administration Act 1997*, subject to final survey;**
- 4. REQUEST the Minister for Lands to incorporate the closed roads into Reserve 29883.**

BACKGROUND

2. There are historical anomalies whereby portions of Cheyne Road and Hassell Beach Road were not constructed within their designated road reserves, but instead constructed through portions of adjoining Reserve 29883.
3. Additionally, there are portions of road reserve that have not been constructed. As Cheyne Road has already been built, with no realignments required, these sections of road reserve are no longer required.
4. The land within the curtilage of Reserve 29883 is classified as Environmental Conservation reserve in accordance with the City of Albany’s Local Planning Scheme No. 2. The reserve purpose assigned to Reserve 29883 is ‘Waychinicup River Catchment Area’, and the Department of Planning, Lands and Heritage are the responsible agency of the Reserve.

DISCUSSION

5. The proposed road rationalisation aims to resolve this historical road alignment anomaly and address various other minor administrative matters that have since been identified as part of the City’s investigations. The proposed land actions involve:
 - Portions of land containing currently constructed roads to be excised from Reserve 29883 for dedication as public road; and
 - Portions of unused and undeveloped road reserve to be closed and consolidated into Reserve 29883.
6. The proposed road rationalisation will:
 - better reflect the current use of the land and remove surplus portions of undeveloped road reserve that are not required;
 - provide improved protections over areas of remnant vegetation in the adjoining Reserve 29883; and
 - resolve ambiguities or uncertainty in relation to land tenure and management and liability responsibilities between the City’s managed road infrastructure outside of the designated road reserve and within adjoining Reserve 29883, that is not under the City’s management.

GOVERNMENT & PUBLIC CONSULTATION

7. Pursuant to section 58 of the *Land Administration Act 1997*, the City of Albany is required to undertake public consultation on the proposed road closures.
8. Public advertising of the proposal was undertaken, with the public comment period being open for 42 days from 1 August 2025 to 12 September 2025. No comments or objections were received.
9. Service providers were asked to provide comment from 16 September 2025 to 22 October 2025.
10. Community Engagement

Type of Engagement	Method of Engagement	Engagement Dates	Participation (Number)	Statutory Consultation
Consult	Public Notice in locally distributed newspaper	1 August – 12 September 2025	0	Yes
Consult	Public Comments page on City of Albany website	1 August – 12 September 2025	0	Yes
Consult	Letters and email to public service providers	16 September – 22 October 2025	Sent: 7 Received: 4 responses with no objections	Yes

STATUTORY IMPLICATIONS

11. Section 56 of the *Land Administration Act 1997* allows a local government to request the Minister for Lands to dedicate land acquired for use by the public as a road under the care, control and management of the local government.
12. Section 58 of the *Land Administration Act 1997* allows for a local government to request the Minister for Lands to close a road permanently.

POLICY IMPLICATIONS

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

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<p>Legal & Compliance. Risk: There is a risk that by not having a designated road reserve over the constructed roads that the City does not have legal jurisdiction over the care, control and management of the road reserves.</p>	Almost Certain	Major	Extreme	Council supports the rationalisation of portions of Cheyne Road and the intersection with Hassell Beach Road reserves by excising land along the current alignments of the constructed roads and closure of the unused road reserves for inclusion into Reserve 29883.
<p>Environmental Risk: That retaining the current alignment of the existing road reserve creates uncertainty regarding the protection of some sections of road reserve that incorporate high quality, undisturbed vegetation.</p>	Low	Moderate	Moderate	Council supports the closure of these sections of road reserve and consolidation of these areas into Reserve 29883.
<p>Opportunity: To clear up a historical land tenure anomaly to better reflect the current use of the land. Opportunity: To provide clarification and appropriate protections for these areas of vegetation.</p>				

FINANCIAL IMPLICATIONS

15. The costs associated with the required land actions can be accommodated within existing budget allocations.

LEGAL IMPLICATIONS

16. There are no additional legal implications arising from this item. The proposed road rationalisation will clarify land tenure and ensure appropriate care, control and management responsibilities are aligned with the constructed road infrastructure.

ENVIRONMENTAL CONSIDERATIONS

17. Some of the identified portions of unused, undeveloped road reserve include high quality, undisturbed vegetation. Rationalisation of these sections to consolidate them into Reserve 29883 will assist in ensuring the ongoing protection of these areas.

ALTERNATE OPTIONS

18. Council can choose to not support the proposed road rationalisation, whereby portions of Cheyne Road and the intersection with Hassell Beach Road will remain within Reserve 29883.

CONCLUSION

19. Portions of Cheyne Road and the intersection with Hassell Beach Road have been constructed through portions of Reserve 29883. Additionally, there are unused and undeveloped portions of road reserve extending through the Reserve.
20. The proposed road rationalisation will change the land tenure to allow the constructed road infrastructure to be contained within its designated road reserves, better reflecting the current use of the land. It will also remove unused, undeveloped road reserves surplus to the City's needs and provide improved protection over areas of high-quality remnant vegetation.
21. Council's resolution is required to progress this matter with the Department of Planning Lands & Heritage as the decision-making authority for Crown land management matters, pursuant to sections 56 and 58 of the *Land Administration Act 1997*.

Consulted References	:	<i>Land Administration Act 1997</i> <i>Land Administration Regulations 1998</i>
File Number	:	RD.ACQ.1
Previous Reference	:	None

**DIS466: BUDGET AMENDMENT WAPC PUBLIC OPEN SPACE (POS)
FUND ALLOCATION – CENTENNIAL PARK**

Proponent / Owner	: City of Albany.
Business Entity Name	: City of Albany.
Attachments	: Approval letter from Minister of Planning and Lands
Report Prepared By	: Manager City Reserves
Authorising Officer:	: Executive Director Infrastructure, Development & Environment

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
 - **Pillar:** People
 - **Outcome:** A diverse and inclusive community
 - **Pillar:** People
 - **Outcome:** A happy, healthy and resilient community
 - **Pillar:** Place
 - **Outcome:** Interesting, vibrant and welcoming place

In Brief:

- This item is an additional budget review outside the standard process.
- Council approval is sought to approve the addition of \$127,272 to the Capital Works Budget for 25/26 from Public Open Space contributions
- It is proposed to transfer an amount of \$127,272 from the Public Open Space Reserve WO.12069.2703 allocating to:
 - WO.C1526 Upgrades to the Central Precinct POS including path access around the lake for the Radio Control Sailing Club and additional shelter and trees for the fenced dog park \$12,272
 - WO.C1523 Improved boundary fencing around Oval E and Barnesby Drive - \$50,000
 - WO.C1524 Convert Old Gravel Carpark to Grassed Area for Community Use \$15,000
 - WO.C1521 Youth Challenge Park Multi Use Court - Path connections and landscaping \$50,000

RECOMMENDATION

**DIS466: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT Council APPROVE the budget amendments to transfer an amount of \$127,272 from the Public Open Space Reserve WO.12069.2703, allocating to the following Projects:

- 1. WO.C1526 Upgrades to the Central Precinct POS including path access around the lake for the Radio Control Sailing Club and additional shelter and trees for the fenced dog park \$12,272.**
- 2. WO.C1523 Improved boundary fencing around Oval E and Barnesby Drive \$50,000.**
- 3. WO.C1524 Convert Old Gravel Carpark to Grassed Area for Community Use \$15,000.**
- 4. WO.C1521 Youth Challenge Park Multi Use Court - Path connections and landscaping \$50,000.**

DIS466: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR CLARKE
SECONDED: COUNCILLOR STEPHENS**

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

DIS466: AUTHORISING OFFICER RECOMMENDATION

THAT Council APPROVE the budget amendments to transfer an amount of \$127,272 from the Public Open Space Reserve WO.12069.2703, allocating to the following Projects:

- 1. WO.C1526 Upgrades to the Central Precinct POS including path access around the lake for the Radio Control Sailing Club and additional shelter and trees for the fenced dog park \$12,272.**
- 2. WO.C1523 Improved boundary fencing around Oval E and Barnesby Drive \$50,000.**
- 3. WO.C1524 Convert Old Gravel Carpark to Grassed Area for Community Use \$15,000.**
- 4. WO.C1521 Youth Challenge Park Multi Use Court - Path connections and landscaping \$50,000.**

BACKGROUND

- 2. The City of Albany has received Cash-in-Lieu contributions for POS from two subdivisions; 77 Stead Road, Centennial Park and 79 Earl St, Albany.**
- 3. The funds are held in the City's Public Open Space reserve account and the Public Open Space Trust Fund, in accordance with section 154 of the Planning and Development Act 2005**
- 4. The City requested the release of these funds, totalling \$127,272.73 (inc GST), for projects relating to Centennial Park Sporting Precinct (CPSP). Funds will contribute to items such as landscaping, pathways and shelters that aim to improve the general amenity and accessibility within CPSP.**

DISCUSSION

5. The CPSP is Albany’s main sporting precinct which has recently incorporated a new tennis centre, fenced dog park, skate park, upgrades to existing access ways and removal of old buildings. There are outstanding landscaping works to provide amenity, safety and accessible path connections throughout the site.
6. All other developed reserves within the area have been recently upgraded with no further works planned. The larger reserves surrounding the area are natural bushland areas which have received other funding for future works.
7. The City has received approval from the Minister for Planning; Lands; Housing; Homelessness to spend the POS contributions for the amenity and accessibility upgrades at the Centennial Sporting Precinct as attached.

GOVERNMENT & PUBLIC CONSULTATION

8. Nil

STATUTORY IMPLICATIONS

9. Nil

POLICY IMPLICATIONS

10. Nil

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Organisations Operations <i>No completion of outstanding landscaping works and safe accessible connections through the Centennial Precinct</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>Funding has been approved to complete these works.</i>
Opportunity – <i>Completion of landscaping and accessible connection will improve the amenity and access to the sporting precinct.</i>				

FINANCIAL IMPLICATIONS

12. Project is funded through Cash-in-Lieu contributions for POS

LEGAL IMPLICATIONS

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

ENVIRONMENTAL CONSIDERATIONS

14. Nil.

ALTERNATE OPTIONS

15. Council may choose to reject the budget amendment.

CONCLUSION

16. It is recommended that the Authorising Officer Recommendation to adopt the budget amendment be supported.

Consulted References	<i>WAPC Reference Map 533-21 and 276-23</i>
File Number	<i>533-21 and 276-23</i>
Previous Reference	<i>N/A</i>

DIS467: PROPOSED DEMOLITION OF PEACE PARK JETTY

Proponent / Owner	: City of Albany
Business Entity Name	: City of Albany
Attachments	: ANZAC Peace Park Jetty Public Comment (names redacted)
Council Workstation	Structural Inspection Report, May 2024, Preliminary Quotations
Report Prepared By	: Technical Officer Building
Authorising Officer:	: Manager of Engineering and Assets

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
 - **Pillar:** Place
 - **Outcome:** A safe, sustainable and efficient transport network.

Maps and Diagrams:



In Brief:

- A structural report has identified major defects in the jetty's substructure.
- All options considered exceed the existing budget allocation of \$20,000.
- Repairing the jetty is estimated at \$350,000, which would only restore the structure with no improvements to its function. Fully restoring the jetty, including improvements, would require a budget of \$500,000.
- Removing the jetty is estimated at \$220,000, including the salvage of reusable components.
- The jetty has been closed to the public due to safety concerns, particularly the risk of structural failure during anticipated crowds for the 2026 celebrations.
- Public feedback indicates a preference for retaining the structure.
- Council is required to make a formal decision on whether to remove the jetty.

RECOMMENDATION

**DIS467: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT Council:

- 1. DIRECTS the CEO to arrange for the DEMOLITION of the Peace Park Jetty at a time that does not conflict with Albany 2026 events and, subject to that constraint, as soon as practicable.**
- 2. INCREASE WO.2489 Peace Park Memorial Jetty - Investigation and major maintenance from \$20,000 to \$220,000 funding from Parking, Bridges & Marine Structure reserve to demolish the Peace Park Jetty.**

DIS467: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR BROUGH
SECONDED: COUNCILLOR STEPHENS

THAT the Authorising Officer Recommendation be adopted.

CARRIED 7-1

Record of Vote

Against the Motion: Councillor MacLaren

DIS467: AUTHORISING OFFICER RECOMMENDATION

That Council:

- DIRECTS the CEO to arrange for the DEMOLITION of the Peace Park Jetty at a time that does not conflict with Albany 2026 events and, subject to that constraint, as soon as practicable.
- INCREASE WO.2489 Peace Park Memorial Jetty - Investigation and major maintenance from \$20,000 to \$220,000 funding from Parking, Bridges & Marine Structure reserve to demolish the Peace Park Jetty.

BACKGROUND

- The Peace Park Jetty, originally known as the Pier of Remembrance, was constructed in 2011 using steel piles and crossheads supporting an aluminium deck and wooden handrail, and features memorial plaques for various ANZAC vessels.
- The jetty was primarily funded by the Federal Government through the Regional and Local Community Infrastructure Program (RLCIP), with \$500,000 allocated to the Anzac Pier of Remembrance.
- In 2024, a comprehensive structural inspection was undertaken following the observation of severe corrosion during routine maintenance.
- The inspection report prompted the City's optioneering process to assess whether the asset should be maintained or removed.
- The Peace Park Jetty has since been closed to the public to mitigate safety risks, including the potential for catastrophic failure during anticipated crowds for the 2026 celebrations.
- A public survey has been conducted to gather community feedback on the future of the structure.

DISCUSSION

8. The structural report identified urgent concerns regarding the structural integrity of the jetty, with all 36 piles showing severe corrosion and significant structural damage affecting overall stability. Some sections of the sub-structure were recorded as having up to 62% loss of steel.
9. The City has sought pricing for both maintaining and removing the structure, summarised below:

Option 1 – Demolish (\$220,000)

10. Removal allows for the salvage of the decking, handrail, and memorial plaques, all of which are in good condition. These components can be reused in locations such as Eyre Park and Lake Seppings to honour the original structure's purpose and maintain community connection.
11. The memorial plaque for HMAS AE2, the WWI submarine that first navigated the Dardanelles Straits, entering the Sea of Marmara and disrupting supply lines during the 1915 Gallipoli campaign, will likely be relocated to either ANZAC Peace Park or Albany Heritage Park following further consultation with the RSL and the Australian E-Class Submarine Foundation (AESMF).
12. Savings generated from reusing salvaged materials in future projects will help offset the initial removal cost.
13. Removal enables future foreshore planning without the constraints of a deteriorating asset, creating opportunities for alternative recreational or interpretive features that better meet current community needs.
14. There is consideration is being made to salvage materials that can be reused in other public spaces.

Option 2 – Maintain (\$350,000)

15. Works would be repairs only, with no improvements to the asset.
16. Although repairs would extend the lifespan, the long-term durability of the structure would remain uncertain.
17. The asset would continue to incur operational maintenance costs over its remaining life.

Option 3 – Maintain and improve (\$500,000)

18. Although repairs would extend the lifespan, the long-term durability of the structure would remain uncertain.
19. The asset would continue to incur operational maintenance costs over its remaining life and would require additional funding as asset value is increased.
20. If improvements such as lighting or additional features were included, the total cost could exceed \$500,000.
21. Although the public survey shows strong support for retaining the jetty, several significant considerations must be taken into account.
22. Ongoing maintenance costs and broader budgetary pressures are key factors. The whole-of-life cost, including the poor value for money realised from the original investment due to the jetty's relatively short service life in a corrosive environment, is also relevant.
23. Additionally, there is an opportunity to redirect investment toward alternative infrastructure that may better meet contemporary community needs. For these reasons, officers recommend that the jetty be demolished.

GOVERNMENT & PUBLIC CONSULTATION

11. Community Engagement – Public Survey

Type of Engagement	Method of Engagement	Engagement Dates	Participation (Number)	Statutory Consultation
Consult	Survey	09/01/2026 - 28/02/2026	68 (current as of 04/03/2026)	

12. The public survey resulted in 64 responses in favour of maintaining the structure and 2 responses in favour of removal.

STATUTORY IMPLICATIONS

- 13. Jetties Act 1926, Section 6 Acquisition, lease, closure and removal of jetties.
- 14. Local Government Act 1995 3.18. Performing executive functions (3) A local government is to satisfy itself that services and facilities that it provides (c) are managed efficiently and effectively
- 15. Voting Requirement: **Absolute Majority.**

POLICY IMPLICATIONS

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

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
People Health and Safety <i>Incident of a pedestrian along the jetty being harmed due to structural defect.</i>	<i>Likely</i>	<i>Major</i>	<i>High</i>	<i>Removal or repair of the structure as directed by council.</i>
Legal and compliance <i>Possible harm to the public due to poorly maintained structure resulting in legal action.</i>	<i>Likely</i>	<i>Major</i>	<i>High</i>	<i>Removal or repair of the structure as directed by council. Or permanent closure.</i>
Community <i>Possible negative feedback and reputational damage</i>	<i>Possible</i>	<i>Low</i>	<i>Low</i>	<i>Council to review survey feedback and consider it within the discussion making process</i>
Finance <i>Supporting a non-funded project</i>	<i>Likely</i>	<i>Moderate</i>	<i>Moderate</i>	<i>Council to consider all funding options and whole of life asset cost along with any holistic costing saving options which may benefit the applicable reserve.</i>
Opportunity: <i>To realise long-term budget savings by eliminating ongoing maintenance costs and reallocating funds to areas of greater strategic priority</i>				

FINANCIAL IMPLICATIONS

18. Current funding allocated to this project is \$20,000. An additional \$200,000 is required to deliver the recommended option.
19. It is proposed that the additional funding be sourced from the Parking, Bridges and Marine Structures Reserve, with any project savings to be returned to the Reserve.
20. If Council wish to retain and maintain the structure, the initial capital contribution from the Reserve will increase to at least \$330,000, in addition to ongoing maintenance costs associated with the asset over its renewed lifecycle.

LEGAL IMPLICATIONS

21. There are no legal implications related to report.

ENVIRONMENTAL CONSIDERATIONS

22. City to consult subject matter expert contractors to provide the lowest impact removal techniques.
23. Majority of the removal works to be conducted from the adjacent carpark to minimise impact to the water.

ALTERNATE OPTIONS

Other options Council could consider are to:

24. Undertake repairs to the structure and approve a budget amendment of \$350,000 from the Parking, Bridges and Marine Structures Reserve to enable the works to be completed as soon as practicable.
25. Undertake repairs to the structure together with associated improvements, including lighting and/or other enhancements, and approve a budget amendment of \$500,000 from the Parking, Bridges and Marine Structures Reserve to enable the works to be completed as soon as practicable.

CONCLUSION

26. The City has assessed options and engaged the public to identify the most suitable outcome, aiming to balance whole-of-life asset management with the asset’s value to the wider community.
27. Although the public survey supports retaining the jetty, it is recommended that the City proceed with its removal in a timely manner to manage public safety and avoid the ongoing disproportionate costs of maintaining it in the extreme marine environment.

Consulted References	:	<ul style="list-style-type: none"> • <i>Local Government (Functions and General) Regulations 1996</i> • <i>Council Policy – Purchasing</i>
File Number	:	<i>CP.DEC.147</i>
Previous Reference	:	<ul style="list-style-type: none"> • <i>Anzac Peace Park Jetty Treatment Assessment – Strategic Workshop Presentation – February 2026.</i> • <i>Briefing Note 26/08/2025 – Topic: Pier of Remembrance Remediation.</i>

DIS468: PLANNING AND BUILDING REPORTS FEBRUARY 2026

Proponent / Owner : City of Albany
Attachments : Planning and Building Reports February 2026
Report Prepared By : Information Officer – Development Services
Authorising Officer: : Manager Development Services

RECOMMENDATION

DIS468: AUTHORISING OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY

THAT the Planning and Building Reports for February 2026 be RECEIVED.

AR184: ARIC TERMS OF REFERENCE

Proponent / Owner	: City of Albany
Business Entity Name	: City of Albany
Attachments	: Audit, Risk and Improvement Committee Terms of Reference – ARIC TOR (Proposed)
Report Prepared By	: Manager Governance & Risk
Authorising Officer:	: Chief Executive Officer

STRATEGIC IMPLICATIONS

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

In Brief:

- Review the updated Terms of Reference that align the Committee with contemporary governance, assurance and legislative expectations.

RECOMMENDATION

**AR184: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT:**

THAT the Audit, Risk and Improvement Committee (ARIC):

- (1) **NOTE that ARIC operates under limited delegation (LG9.01) as recorded in the Register of Delegations and Authorisations, and that Officers have confirmed the current delegation remains appropriate and sufficient to support ARIC’s assurance and advisory role, with no amendment required at this time.**
- (2) **RECOMMEND that Council adopt the Audit, Risk and Improvement Committee Terms of Reference, as detailed in the attachment to this report, *correction page 5 & 6 reference from Deputy Presiding Member to Deputy of the Presiding Member.***

AR184: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR CLARKE
SECONDED: COUNCILLOR STEPHENS**

THAT the Audit, Risk and Improvement Committee (ARIC):

- (1) **NOTE that ARIC operates under limited delegation (LG9.01) as recorded in the Register of Delegations and Authorisations, and that Officers have confirmed the current delegation remains appropriate and sufficient to support ARIC’s assurance and advisory role, with no amendment required at this time.**
- (2) **RECOMMEND that Council adopt the Audit, Risk and Improvement Committee Terms of Reference, as detailed in the attachment to this report, *correction page 5 & 6 reference from Deputy Presiding Member to Deputy of the Presiding Member.***

CARRIED 8-0

AR184: AUTHORISING OFFICER RECOMMENDATION

THAT the Audit, Risk and Improvement Committee (ARIC):

- (1) NOTE that ARIC operates under limited delegation (LG9.01) as recorded in the Register of Delegations and Authorisations, and that Officers have confirmed the current delegation remains appropriate and sufficient to support ARIC's assurance and advisory role, with no amendment required at this time.
- (2) RECOMMEND that Council adopt the Audit, Risk and Improvement Committee Terms of Reference, as detailed in the attachment to this report.

BACKGROUND

2. Section 7.1A of the Local Government Act 1995 requires local governments to establish an Audit, Risk and Improvement Committee (ARIC) as a committee of Council.
3. Recent governance reforms have strengthened expectations regarding:
 - a. independence of audit committees;
 - b. risk management oversight;
 - c. compliance audit assurance;
 - d. organisational improvement and governance maturity; and
 - e. Council oversight of matters that may be subject to regulatory review, including by the Local Government Inspector.
4. A review of the Terms of Reference has been undertaken to ensure alignment with amended legislation, contemporary assurance practice, and evolving expectations of audit committees within Western Australian local government.

DISCUSSION

5. The proposed Terms of Reference modernise the role of ARIC by:
 - a. clearly establishing ARIC as Council's independent assurance and advisory committee;
 - b. defining statutory functions relating to audit oversight, enterprise risk management, legislative compliance and organisational improvement;
 - c. confirming independence requirements for the Presiding Member and Deputy Presiding Member;
 - d. aligning Committee operations with contemporary public-sector assurance models, including the Three Lines assurance framework;
 - e. recognising strengthened regulatory oversight environments while maintaining clear governance boundaries; and
 - f. clarifying reporting arrangements between ARIC, Administration and Council.
6. The revised TOR reinforce that ARIC:
 - a. provides assurance and advice to Council;
 - b. supports oversight of governance systems operated by the Chief Executive Officer; and
 - c. does not exercise executive, operational or decision-making authority.
7. A copy of the proposed Terms of Reference is provided as Attachment 1..

ARIC Delegation – Reference and Review

8. The current delegation is recorded in the Register of Delegations and Authorisations as:
Delegation LG9.01 – Audit, Risk & Improvement Committee, amended 17 September 2025 to reflect transition from Audit & Risk Committee to Audit, Risk & Improvement Committee.
9. Under the existing delegation, ARIC may:
 - a. meet with the Auditor on behalf of Council (Local Government Act 1995, s.7.12A(2));
 - b. identify matters requiring action arising from the Auditor’s report (s.7.12A(3));
 - c. ensure appropriate action is taken on audit findings; and
 - d. endorse the City’s response to the Auditor’s report prior to submission to the Minister (s.7.12A(4)).
10. Explicit governance limitations apply:
 - a. ARIC does not hold executive or operational powers;
 - b. ARIC does not intervene in management functions;
 - c. serious audit matters remain reserved to Council decision-making.
11. The proposed TOR enhancements strengthen clarity of role and assurance practice but do not expand ARIC authority or confer additional powers.
12. Accordingly, no amendment to Delegation LG9.01 is required.

GOVERNMENT & PUBLIC CONSULTATION

13. Community Engagement: Consultation is not required as the matter relates to internal governance arrangements and legislatively prescribed committee responsibilities.

STATUTORY & POLICY IMPLICATONS

14. Adoption of the updated Terms of Reference strengthens governance transparency, accountability and assurance capability, supporting Council’s oversight responsibilities.
15. The revised TOR align with:
 - a. Local Government Act 1995 — Part 7 Division 1A
 - b. Local Government (Audit) Regulations 1996
 - c. Local Government (Local Government Inspector) Regulations 2025
16. The updated TOR also introduce governance practices increasingly recognised across WA local government, including:
 - a. assurance-based committee agendas;
 - b. structured annual assurance oversight;
 - c. clearer separation between governance assurance and operational management responsibilities.
17. Adoption of the amended TOR will result in consequential amendment to Council Policy 1.29 – Governance & Meeting Framework.

RISK IDENTIFICATION & MITIGATION

18. Risk assessment has been undertaken consistent with the City’s Enterprise Risk and Opportunity Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Compliance – ambiguity between ARIC assurance role and management responsibilities	Possible	Major	High	Clear articulation of advisory role and adoption of assurance-based agenda structures
Reputation – perception ARIC exercises decision-making authority	Possible	Moderate	Medium	Consistent referral of decisions to Council and strengthened TOR governance statements
Governance – non-compliance due to outdated or unclear delegation	Unlikely	Major	Medium	Confirmation of delegation suitability and periodic governance review
Operational – reduced effectiveness of oversight due to scope uncertainty	Possible	Moderate	Medium	Implementation of ARIC Forward Work Program and Annual Assurance reporting approach

19. The identified risks relate primarily to governance clarity rather than legislative non-compliance.
20. Adoption of the revised TOR mitigates these risks by reinforcing ARIC’s assurance role, structured oversight processes and clear accountability boundaries between Council, ARIC and Administration.

FINANCIAL IMPLICATIONS

21. There are no additional financial implications arising from adoption of the proposed Terms of Reference. Independent member remuneration remains within existing approved budget allocations and statutory limits.

LEGAL IMPLICATIONS

22. Failure to update the ARIC Terms of Reference may create risk of legislative misalignment and reduced clarity regarding statutory oversight responsibilities.

CONCLUSION:

23. The review confirms the Audit, Risk and Improvement Committee operates effectively within its existing limited delegation (LG9.01), which remains appropriate for its statutory assurance and advisory role.
24. Adoption of the updated Terms of Reference will:
- a. ensure continued legislative alignment;
 - b. strengthen Council governance assurance capability;
 - c. align ARIC operations with contemporary public-sector audit committee practice; and
 - d. support Council in maintaining effective oversight of financial management, risk, compliance and organisational improvement.

Consulted References	:	<ul style="list-style-type: none"> • Local Government Act 1995 • Local Government (Audit) Regulations 1996 • Local Government (Administration) Regulations 1996 • Local Government (Financial Management) Regulations 1996 • City of Albany Register of Delegations and Authorisations
Previous Reference	:	OCM 26/08/2025 Resolution CCS742.

LEMC042: RECEIVE THE MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD 27 NOVEMBER 2025

Attachments : Confirmed Minutes of the LEMC Meeting held 27 November 2025
Report Prepared By : PA to Executive Director Corporate and Commercial Services
Authorising Officer: : Executive Director Corporate and Commercial Services

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:

- **Pillar:** Leadership.
- **Outcome:** A well informed and engaged community.

In Brief:

- Receive the minutes of the Local Emergency Management Committee meeting held on 27 November 2025.

RECOMMENDATION

LEMC042: AUTHORISING OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY

THAT the confirmed minutes of the Local Emergency Management Committee meeting held on 27 November 2025 be RECEIVED.

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

Date and Time Received: Tuesday 24 February 2026 at 7.01pm.

**15.1: NOTICE OF MOTION BY COUNCILLOR BROUGH
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council ADOPT the practice of commencing each Ordinary Council Meeting with the singing of the Australian National Anthem, *Advance Australia Fair*, effective immediately.

Councillor Reason:

The Australian National Anthem is a unifying expression of shared national identity and civic pride. Its inclusion at the commencement of formal Council proceedings would reinforce the significance of local government as a tier of democratic governance and reflect the community's connection to broader Australian values.

Many sporting, civic and ceremonial occasions across Australia open with the National Anthem. There is no reason why formal democratic proceedings at the local government level should not similarly acknowledge our national identity.

Officer Comment:

City Officers are ready to support Council's decision and will assist with implementation as required. We respect the Council decision process and are available to provide further information or clarification if needed.

16. **REPORTS OF CITY OFFICERS Nil**
17. **MEETING CLOSED TO PUBLIC**
18. **CLOSURE**