



MINUTES

Ordinary Meeting of Council

Tuesday 25 August 2026

6.00pm

Council Chambers

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1. DECLARATION OF OPENING

The Mayor declared the meeting open at 6.00pm.

2. PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LANDOWNERS, PLAYING OF THE NATIONAL ANTHEM

"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

I Clarke APM

Councillor

R Sutton

Councillor

R Stephens

Councillor

C McKinley

Staff:

Chief Executive Officer

A Sharpe

Executive Director Community Services

N Watson

Executive Director Corporate and Commercial Services

M Giffellon

Executive Director Infrastructure, Development
& Environment

P Camins

Manager IT

A Catterall

Manager Development Services

J Van Der Mescht

Technical Support Officer

E McGregor

PA to Mayor and Councillors

D Clark

Apologies/Leave of Absence:

Councillor

T Brough (Parental Leave)

4. DISCLOSURES OF INTEREST

Name	Report Item Number	Nature of Interest
Chief Executive Officer Mr Andrew Sharpe	PR018	Financial. The nature of the interest being that this report relates directly to Mr Sharpe's employment with the City of Albany. Mr Sharpe left the Chamber and was not present during the discussion and vote for this item.
Deputy Mayor Terry	DIS482	Financial. At least one of the directors or owners of the tenderers would be classified as a closely associated person. Deputy Mayor Terry left the Chamber and was not present during the discussion and vote for this item.

5. REPORTS OF MEMBERS

6:03pm Councillor Clarke

Summary of key points:

Councillor Clarke attended the Local Emergency Management Committee (LEMC) meeting and subsequent joint emergency exercise involving volunteer, career emergency services personnel and senior residents. Councillor Clarke noted the positive collaboration and effective teamwork displayed by all participants.

Councillor Clarke welcomed and acknowledged the recent funding announcement from the Federal Government for Advance Housing.

6:04pm Deputy Mayor Terry

Summary of key points:

Deputy Mayor Terry attended the Perth Leisure Centres Trip and found the tour highly valuable for future local planning.

Deputy Mayor Terry also commented on the celebration of the Southern Ocean Surf Reef's first year, with community workshops and events at Binalup.

Deputy Mayor Terry attended the "*In the Making*" showcase by Josephine Jay, which featured local creatives and the launch of the "*Voices of the South*" book.

Acknowledged the State Government's financial support package for residents affected by ATCO Gas and the Federal Government's announcement regarding the Advance Housing Development on Spencer Street.

6:08pm Councillor MacLaren

Summary of key points:

Enjoyed being the MC for the Voices of the South book launch and would encourage everyone to purchase a copy as the proceeds go to supporting the Albany Hospice, the only community run hospice.

Councillor MacLaren provided the following list of engagements:

- Poetry Reading at King River Hall
- In the Making Launch
- Albany Is Launch of app
- Death Lingo Bingo (noting that the proceeds also go to hospice)
- Tour of leisure centres in Perth
- Met with Minister for Regional Development
- 1 year anniversary of Mids Surf Reef
- ACCI sundowner at Albany Motel and apartments building
- Museum of GS Curatorial on cat laws and possum count
- Bush walk behind Flinders Park PS
- Weed integrated management strategy – meeting at DBCA

Councillor MacLaren also gave her condolences and deepest sympathy to the family on passing of Hon Chris Steytler AO KC, inaugural President of the WA Court of Appeal who had a highly respected legal career.

6:12pm Councillor Sutton

Summary of key points:

Councillor Sutton reported positively on the recent delegation to Perth leisure facilities, noting the significant value of information sharing with other local government. Councillor Sutton highlighted the strong community value and importance of wellness centres observed during the visits.

Councillor Sutton also remarked that despite frequent local feedback regarding parking constraints in Albany, several metropolitan facilities accommodate higher visitor volumes with fewer designated parking bays.

6:15pm Councillor Stephens
Summary of key points:

Councillor Stephens expressed her condolences following the passing of Mark Lane, CEO of Surfing WA. She noted that Mr Lane was a passionate leader who championed the development of the Albany Surf reef and stated he will be deeply missed.

Councillor Stephens also reminded everyone of the activities at “Live at the Town Hall”, acknowledged staff for all their hard work and was thrilled to see the Baker Boys had performed over the weekend.

Councillor Stephens also welcome the members of the Youth Advisory Council (YAC) who were in attendance this evening, thanked them for their ongoing behind the scenes work.

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Ordinary Council Meeting 28 July 2026, Sarah Taylor asked the following questions which were taken on notice. The response to these questions has been provided to Ms Taylor (Ref EF26367080) and are also included in the minutes of the July 2026 Ordinary Council Meeting.

- Has the City reviewed the UV minimum rate setting, and if so what were the findings?
- Can you be confident that the administration have completed a full review to ensure that there is fairness, equity and consistency across the rate?
- Councillors, as you are considering adopting the budget later on in this meeting, are you confident that the administration has sufficiently checked that the 836 UV minimum rate payers are using their land predominantly for rural purposes and therefore paying a fair and reasonable amount in rates?

Mayor's Response: The answer to your first question is yes, and we have raised the minimum UV rate as close as we possibly could at 9.26%. We are certainly cognizant of the issue that you raised last year.

In 2024-25 the City spent \$3.12 million on rural roads. The commitment after that rate rise was that the City would double that amount to be spent on rural roads, and in fact, last year we spent \$7.92 million.

The City has received a lot of positive feedback from residents in the rural areas of the municipality who are very pleased that we turned our attention to rural roads. The current budget commits \$12.54 million to rural road maintenance and upgrades. The City is raising a total on UV rates of approximately \$4 million.

I am very grateful that you raised the issue last year and this year's budget process we have strived to make the rate rise as equitable as possible. You will be aware that the UV rate is also revalued every year and the revaluation for this year was that UV land values was 10% higher than last year.

Council have participated fully in the budget process, with three full budget sessions supported by many other smaller discussions.

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.

6:19pm Rod Sawyer Yakamia

Summary of key points:

Mr Sawyer spoke in support of Report DIS473: Local Biodiversity Strategy.

6:20pm Professor Steven Hopper

Summary of key points:

Professor Hopper spoke in support of DIS473: Local Biodiversity Strategy.

6:22pm Elizabeth Adamson, Secretary of the Stidwell Bridle Trail

Summary of key points:

Ms Adamson expressed her concern regarding offroad vehicles using the Stidwell Bridle Trail.

6:26pm Charlotte McIntyre, Robinson

Summary of key points:

Ms McIntyre expressed her concern regarding offroad vehicles using the Stidwell Bridle Trail

In response to Ms McIntyre and Ms Adamson, Mayor Stocks acknowledged their concerns and suggested that WAPOL intervention may be required with regard to offroad vehicles accessing and using the Stidwell Bridle Trail.

8. APPLICATIONS FOR LEAVE OF ABSENCE Nil

RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON

SECONDED: COUNCILLOR CLARKE

THAT Mayor Stocks be GRANTED Leave of Absence from 18 September 2026 to 05 October 2026 inclusive.

CARRIED 8-0

RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR STEPHENS

SECONDED: COUNCILLOR MCKINLEY

THAT Councillor Sutton be GRANTED Leave of Absence from 14 September 2026 to 30 September 2026 inclusive.

CARRIED 8-0

RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON

SECONDED: COUNCILLOR LIONETTI

THAT Councillor Clarke be GRANTED Leave of Absence from 04 October 2026 to 26 October 2026 inclusive.

CARRIED 8-0

9. PETITIONS AND DEPUTATIONS Nil

10. CONFIRMATION OF MINUTES

RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR MCKINLEY

SECONDED: COUNCILLOR CLARKE

THAT the minutes of the Ordinary Council Meeting held on Tuesday 28 July 2026 as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 8-0

11. PRESENTATIONS Nil

12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS Nil

CCS795: ALBANY AGRICULTURAL SOCIETY SERVICE LEVEL AGREEMENT - ALBANY SHOW

Proponent / Owner	: City of Albany
Business Entity Name	: Albany Agricultural Society
Attachments	: AAS Statistics for the Show AAS Annual Profit & Loss Summary (CONFIDENTIAL)
Report Prepared By	: Executive Director Community Services
Authorising Officer:	: Chief Executive Officer

COUNCIL PLAN ALIGNMENT

1. This item relates to the following elements of the City of Albany Council Plan:
 - **Pillar:** Community
 - **Outcome:** Building community participation, belonging and quality of life for all ages.
 - **Outcome:** Recognise and celebrate our diverse cultural and heritage identities.
 - **Pillar:** Leadership
 - **Outcome:** Lead as a community-focused, values-led Council.

In Brief:

- To seek Council approval for a revised Service Level Agreement (SLA) with the Albany Agricultural Society (AAS) for delivery of the Albany Show.

RECOMMENDATION

CCS795: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR CLARKE

SECONDED: COUNCILLOR STEPHENS

THAT Council:

1. **AUTHORISE** the CEO to renew the Service Level Agreement (SLA) with the Albany Agricultural Society (AAS) to support the Albany Show for a period of three (3) years, inclusive of the following financial support:
 - a. Annual cash sponsorship of \$30,000; and
 - b. In-kind services at a capped value of \$22,000 per annum, reviewed annually through the City's budget processes, with any proposed increase to the cap requiring Council approval; and
 - c. Sponsorship recognition commensurate with the City's status as a major sponsor, including 6 tradespaces and entry passes for City staff attending in connection with those tradespaces, to be confirmed in the SLA prior to execution.
2. **NOTE** that any material variation to the financial value or scope of the SLA during the term will be subject to Council approval.

CARRIED 8-0

CCS795: AMENDMENT BY COUNCILLOR CLARKE
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR CLARKE
SECONDED: COUNCILLOR STEPHENS

THAT the Committee Recommendation be AMENDED to read as follows:

THAT Council:

1. AUTHORISE the CEO to renew the Service Level Agreement (SLA) with the Albany Agricultural Society (AAS) to support the Albany Show for a period of three (3) years, inclusive of the following financial support:
 - a. Annual cash sponsorship of \$30,000; and
 - b. In-kind services at a capped value of \$22,000 per annum, reviewed annually through the City's budget processes, with any proposed increase to the cap requiring Council approval; and
 - c. Sponsorship recognition commensurate with the City's status as a major sponsor, including six (6) tradespaces and entry passes for City staff attending in connection with those tradespaces, to be confirmed in the SLA prior to execution.
2. NOTE that any material variation to the financial value or scope of the SLA during the term will be subject to Council approval.

CARRIED 7-1

Record of Vote:

Against the Motion: Councillor Lionetti

Councillor Clarke moved the amendment proposed by Councillor Brough with an amendment to limit the number of tradespaces to six.

PROCEDURAL MOTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR MCKINLEY

THAT this report be deferred for consideration until no later than the September 2026 Ordinary Council Meeting.

CARRIED 8-0

CCS795: AMENDMENT BY COUNCILLOR BROUGH
VOTING REQUIREMENT: SIMPLE MAJORITY

THAT the Committee Recommendation be AMENDED to read as follows:

THAT Council:

1. AUTHORISE the CEO to renew the Service Level Agreement (SLA) with the Albany Agricultural Society (AAS) to support the Albany Show for a period of ~~5 years (2026-2030)~~ **three (3) years**, inclusive of the following financial support:
 - a. Annual cash sponsorship of \$30,000; and
 - b. In-kind services ~~that support the delivery of the show to an estimated value of \$20,800.~~ **at a capped value of \$22,000 per annum, reviewed annually through the City's budget processes, with any proposed increase to the cap requiring Council approval; and**
 - c. **Sponsorship recognition commensurate with the City's status as a major sponsor, including complimentary tradespace and entry passes for City staff attending in connection with that tradespace, to be confirmed in the SLA prior to execution.**
2. NOTE that any material variation to the financial value or scope of the SLA during the term will be subject to Council approval.

CCS795: RESOLUTION (PROCEDURAL MOTION BY COUNCILLOR MACLAREN
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR LIONETTI

THAT consideration of this report and the proposed amendment by Councillor Brough be deferred until the June 2026 Ordinary Council Meeting.

TIED 4-4
THE MAYOR EXERCISED HIS CASTING VOTE
CARRIED 5-4

Record of Vote

Against the Motion: Councillors Stephens, Sutton, Brough and Clarke

Councillor MacLaren then moved a Procedural Motion to defer consideration of this report until the June 2026 Ordinary Council Meeting. The reason for the deferral is to allow Officers and the Albany Agricultural Society to review the proposed amendment by Councillor Brough and determine whether the Service Level Agreement is acceptable to both parties.

CCS795: AMENDMENT BY COUNCILLOR BROUGH

MOVED: COUNCILLOR BROUGH
SECONDED: COUNCILLOR CLARKE

THAT the Committee Recommendation be AMENDED to read as follows:

THAT Council:

1. AUTHORISE the CEO to renew the Service Level Agreement (SLA) with the Albany Agricultural Society (AAS) to support the Albany Show for a period of ~~5 years (2026-2030)~~ **three (3) years**, inclusive of the following financial support:
 - a. Annual cash sponsorship of \$30,000; and
 - b. In-kind services ~~that support the delivery of the show to an estimated value of \$20,800. at a capped value of \$22,000 per annum, reviewed annually through the City's budget processes, with any proposed increase to the cap requiring Council approval; and~~
 - c. Sponsorship **recognition commensurate with the City's status as a major sponsor, including complimentary tradespace and entry passes for City staff attending in connection with that tradespace, to be confirmed in the SLA prior to execution.**
2. NOTE that any material variation to the financial value or scope of the SLA during the term will be subject to Council approval.

Councillor Reasons:

This amendment supports the Albany Show and the City's partnership with the Albany Agricultural Society. It varies the Authorising Officer Recommendation in three respects — term, in-kind cost control, and sponsorship recognition.

1. Term — three years rather than five

The previous SLA was three years (paragraph 3). The Folk & Shanty Festival operates on a three-year term (Table 1, paragraph 34). Paragraph 32 of the officer risk register warns that "entering a 5-year SLA with indexed or rising in-kind costs may constrain future budget flexibility or create precedent expectations from other event partners."

A three-year term aligns with prior practice and the officers' own risk assessment. A five-year term binds the Council elected in 2027 to a financial commitment it had no role in negotiating. That Council should assess the SLA on its own terms, against its own budget priorities, with the benefit of two further years of cost data. Three years respects that discretion. Five years removes it.

3. In-kind — hard cap with Council approval for any increase

Paragraph 12 records in-kind cost increases including traffic management from \$4,000 to \$7,000 and waste bins from \$1,500 to \$2,600 in a single cycle.

Paragraph 38 provides for annual review through budget processes — but that mechanism does not return cost increases to Council for endorsement. Once executed, in-kind costs escalate through operational budget lines without Council oversight.

The recommendation fixes cash for the term (paragraph 32 mitigation) but leaves in-kind open-ended.

The amendment applies the same accountability principle to both. A cap of \$22,000 — slightly above the current \$20,800 (paragraph 35) — accommodates ordinary cost movement. Any increase above the cap returns to Council. The cap is not a ceiling on the Show. It is a trigger for Council oversight.

3. Recognition — sponsorship benefits commensurate with contribution

The City asked to be recognised as a major sponsor through complimentary tradespace and entry passes (paragraph 15). The AAS offered a 50% tradespace discount with two complimentary passes per booking (paragraph 16). The City booked 12 trade stalls for 9 teams in 2025 (paragraph 17).

For a \$50,800 package (paragraph 36), the offer does not reflect major sponsor status. The amendment requires the SLA, as a condition of execution, to provide complimentary tradespace for the City and complimentary entry passes for staff attending in connection with that tradespace. Power usage may continue to be charged at cost (paragraph 16).

4. Effect

The amendment maintains the City's financial commitment to the Show, satisfies the Deed obligation (paragraph 41), addresses the strategic risk identified by officers (paragraph 32), and applies consistent Council accountability to both cash and in-kind components.

Officer Comment:

The amendment seeks to strengthen the governance of the proposed SLA by shortening the term and placing a capped limit on in-kind cost growth, further addressing the financial/strategic risk identified in the report. It is also seeking further recognition as a major sponsor through the provision of complimentary tradespace as a condition of sponsorship.

This is balanced against reduced long-term certainty for the AAS, earlier renegotiation of the SLA, and a potential reduction in the net value of the recommended sponsorship, noting that providing complimentary tradespace would cost the AAS about \$2k based on the cost of the tradespace the City booked in 2025.

The proposed amendment remains consistent with the requirements of the Deed to maintain a Service Level Agreement (SLA) with the Albany Agricultural Society (AAS) to support the Albany Show.

Councillor Brough then moved an amendment to the Committee Recommendation.

CCS795: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR BROUGH
SECONDED: COUNCILLOR CLARKE

1. THAT Council AUTHORISE the CEO to renew the Service Level Agreement (SLA) with the Albany Agricultural Society (AAS) to support the Albany Show for a period of 5 years (2026-2030), inclusive of the following financial support:
 2. Annual cash sponsorship of \$30,000; and
 3. In-kind services that support the delivery of the show to an estimated value of \$20,800.
2. NOTE that any material variation to the financial value or scope of the SLA during the term will be subject to Council approval.

CCS795: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR CLARKE

That the Authorising Officer Recommendation be ADOPTED.

CARRIED 6-1

Record of Vote

Against the Motion: Councillor Brough

CCS795: AUTHORISING OFFICER RECOMMENDATION

1. THAT Council AUTHORISE the CEO to renew the Service Level Agreement (SLA) with the Albany Agricultural Society (AAS) to support the Albany Show for a period of 5 years (2026-2030), inclusive of the following financial support:
 - a. Annual cash sponsorship of \$30,000; and
 - b. In-kind services that support the delivery of the show to an estimated value of \$20,800.
4. NOTE that any material variation to the financial value or scope of the SLA during the term will be subject to Council approval.

BACKGROUND

5. The City of Albany (City) and the Albany Agricultural Society (AAS) have held a Service Level Agreement (SLA) to support delivery of the annual Albany Show. This SLA is required under a legally binding Deed of Agreement established in 2015.
6. The incumbent SLA was for a three-year term and provided:
 - Annual cash sponsorship of \$25k; and
 - In-kind services including the supply of marquees, waste management, traffic management, and pre/post event ground works including minor damage repair.
7. The SLA expired in 2024 and was carried over for 2025 while the CoA and AAS reviewed the existing agreement.

DISCUSSION

8. Through this review the AAS requested a range of operational changes and an increase in financial support. COA officers have met with AAS on multiple occasions to discuss these proposed changes.
9. The operational matters raised by AAS, including access to facilities and grounds, and maintenance responsibilities do not materially impact costs and have been supported where possible by the Reserves, Events and Recreation Services teams.
10. The matters relating to financial support include:
 - The annual cash sponsorship provided to AAS; and
 - The scope and cost of discretionary in-kind services included in the SLA.

Financial Assistance

11. The incumbent SLA committed the City to providing cash sponsorship to the Albany Agricultural Society for the Albany Show of \$25,000 annually.
12. AAS has requested the City to consider an increase in annual cash sponsorship.
13. AAS has cited increasing costs and revenue pressures as challenges and provided annual profit and loss statements which are summarised in the confidentially attached for information.

In-Kind Services

14. Under the incumbent SLA, the City also provides a range of in-kind services to support delivery of the Albany Show.
15. Costs associated with these in-kind services have increased and, in most cases, now represent direct cash costs. These include:
 - CoA marquees (\$6,000 – unchanged from previous, primarily transport and labour)
 - Waste bins (\$2,600 up from \$1,500)
 - Traffic management (\$7,000 up from \$4,000)
 - Pre and post event on-ground works, including minor damage (currently capped at \$3,000).
16. The changes in cost of these in-kind services reflects an increase from approximately \$14,500 to \$20,800.
17. Operational ground works (mowing, spraying, top-dressing) will continue to be delivered as routine maintenance using annual operational budgets as per the incumbent SLA.

Other

18. The CoA has requested recognition from the AAS as a major sponsor through complimentary tradespace and entry passes for staff and Councillors, noting that prior to 2025 the City has been charged for these.
19. AAS has offered a 50% discount on tradespace, with up to two complimentary passes per tradespace booked. Power usage would continue to be charged at cost.
20. The City booked 12 trade stalls for 9 teams in 2025, and these sponsorship benefits were provided in good faith.

Economic Impact

21. Based on the City's Profile ID Event Economic Impact calculator, an estimate of Economic Impact is provided at Table 1 as an indicator only of the potential economic impact of the Albany Show.

Table 1 – Economic Impact Assessment A

22. The proposed Albany Show event is planned to start on November 13th, 2026, and to run for 2 days. It is an event of Local significance and is estimated to attract 9000 visitors per day over the 2 days, with an (estimated) average spend per person per day of \$120.
23. This equals a total visitor spend of \$2,160,000 attributed to this event. Assuming the event will be held in the City of Albany, it is calculated to have the following potential impact:

Event Impact Summary			
City of Albany - Modelling the effect of \$2,160,000 from a Sports and Recreation Activities event with Local significance			
	Output (\$)	Value-added (\$)	Local Jobs (annual jobs)
Direct impact	1,965,168	996,357	21.9
Industrial impact	774,512	362,296	3.5
Consumption impact	479,752	266,472	2.9
Total impact on City of Albany economy	3,219,432	1,625,126	28
Source: National Institute of Economic and Industry Research (NIEIR) ©2025. Compiled and presented in economy.id by.id (informed decisions). <i>Note: All \$ values are expressed in 2022/23 base year dollar terms.</i>			

24. SpendMapp tracks consumer spending data and is another tool used by the City to provide insight on economic trends. This tool reports direct spend only and does not calculate flow-on economic benefit from that spend.
25. SpendMapp data analysed for 2024 and 2025 by the City's Manager Economic Development reveals a meaningful and concentrated benefit to our local hospitality and entertainment sectors on the weekends of the Albany Show.
26. These businesses, which often struggle with seasonal variability, see a measurable increase in patronage during the show period, supporting local employment and keeping revenue circulating within the community.

Community participation

27. The show also serves functions that are difficult to quantify in economic terms alone: it strengthens regional identity, connects our agricultural community, and helps maintain Albany's profile as a hub for the Great Southern region.
28. As well as attracting an audience of approximately 18,000, various specialist sections including animals, craft, cooking, photography and more attract out-of-region participation as well as supporting juniors and local special interest groups and associations.
29. Trade stalls provide exposure for businesses and schools to a large audience, attracting more than 80 local businesses and more than 90 regional businesses from a variety of industries.
30. Statistics for the show have been provided by the AAS and are attached for information.

GOVERNMENT & PUBLIC CONSULTATION

31. Nil.

STATUTORY IMPLICATIONS

32. This item has been assessed for compliance with the Local Government Act 1995 and the Local Government (Functions and General) Regulations 1996.
33. The recommendation seeks Council's approval for the CEO to enter a new service level agreement for a period of five years with a small increase in sponsorship.
34. Should Council approve the recommendation, the agreement will be administered in accordance with the Act and Regulations, the City's relevant policies, budget processes, and delegated authorities.
35. There are no statutory impediments to Council supporting the recommendation.

POLICY IMPLICATIONS

36. This item aligns with the City of Albany Sponsorship Policy and Guideline.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Legal and Compliance. Risk: Not having an agreed SLA would constitute a breach of the Deed of Agreement and could trigger dispute resolution provisions.	Almost Certain	Minor	High	Enter a new Service Level Agreement with the AAS that meets the requirements of the Deed of Agreement.
Reputation. Risk: Not providing support to the show could affect relationships with show stakeholders and create negative feedback and media attention.	Likely	Moderate	High	Continue providing support to the AAS to deliver the Albany Show through an agreed SLA, consistent with the City's Sponsorship Policy.
Reputation. Risk: Withdrawing or limiting support for the Albany Show while continuing to fund other events could be perceived to be inconsistent.	Possible	Moderate	Medium	Continue providing support to the AAS to deliver the Albany Show through an agreed SLA.
Community. Risk: Withdrawing or limiting support for the Albany Show could result in fewer participation opportunities for local community groups, special interest groups, services and businesses.	Possible	Major	High	Continue providing support to the AAS to deliver the Albany Show through an agreed SLA.
Financial / Strategic Risk: Entering a 5-year SLA with indexed or rising in-kind costs may constrain future budget flexibility or create precedent expectations from other event partners.	Possible	Moderate	Medium	Mitigation: Ensure cash sponsorship is fixed for the term of the SLA, subject to Council approval for any material variation. Review in-kind service costs annually through the City's budget and business planning processes. Clarify that future sponsorship requests will be assessed on a case-by-case basis in line with adopted policy and available resources.
Opportunity: To continue supporting the Albany Show as a major community and regional event that delivers participation opportunities for community and special interest groups, volunteers, local businesses and industries, and contributes to social cohesion and economic activity within the City.				

FINANCIAL IMPLICATIONS

38. Officers are recommending a small \$5k increase in sponsorship for the Albany Show, which would take the City's cash contribution to \$30k if supported by Council.
39. The recommended amount is comparable to other events sponsored by the City (refer to Table 1).

Table 1 – Event Sponsorships

Event	Term	Days	Attendance	Cash	In-Kind	Total	
Albany Car Classic	2022-2027	1	10,000 (approx.)	\$25,000	\$15,000	\$40,000	Comparable to AAS current total.
Taste Great Southern	2025-2027	4	2,500-3,000 (approx.)	\$20,000	-	\$20,000	Much smaller audience than AAS.
Albany Film Festival (Cinesfest OZ)	2023-2025	2-3	2,300 (2024)	\$50,000	\$4,000	\$54,000	High value for modest Audience.
Albany RSL (Anzac & Remembrance Day)	2025-2028	1	9,000 approx. (Dawn & Memorial Services)	\$3,000 (previously \$25k)	\$15,000	\$18,000 (previous \$40k)	Large community event, low direct cash due to Lotterywest sponsorship.
Southern Art & Craft Trail	Annual	16	12,000 (2024)	\$20,000	-	\$20,000	Long duration, strong economic impact
Perth Glory	2024	1	3,000 plus	\$50,000	-	\$50,000	High-profile one-off sports event.
Folk & Shanty Festival	2025-2027	3	3,000 (2024)	\$30,000	\$4,000	\$34,000	Smaller audience

40. There is also an approximate \$6k increase in the cost of the in-kind services included in the SLA, taking the total cost of these in-kind services to \$20,800 as at March 2026.
41. The combined value of the recommended cash sponsorship amount and the in-kind services is \$50,800.
42. Currently \$40,000 is included annually in the City's long-term financial plan to cover the cash sponsorship and in-kind costs for the Albany Show. Should the increase in sponsorship be supported as recommended, this amount will be adjusted in the 2026-2027 draft Budget to reflect the revised value of the SLA.
43. The SLA requires that the costs of in-kind services are reviewed annually as part of the City's annual budget processes, noting that there may be minor changes in City and contractor costs associated with these services.
44. The Albany Show is distinguished by scale, frequency, community breadth, and Deed obligations, which justifies a multi-year agreement.

LEGAL IMPLICATIONS

45. The City of Albany and AAS entered a legally binding Deed of Agreement in 2015 that set the terms of financial and leasing arrangements between the parties, with minor variations to the Deed agreed by both parties in 2016 and 2021.
46. Condition 4.5b) ix) of the Deed requires that "the parties shall negotiate a Service Level Agreement that reflects this Deed and provides for an annual contribution by the City towards the annual show."

47. The current SLA has expired and under the terms of the Deed, a new SLA is required to be agreed between the parties.
48. If a new SLA cannot be agreed, this would constitute a breach of the Deed and could trigger dispute resolution provisions that may involve legal costs.

ENVIRONMENTAL CONSIDERATIONS

49. Nil

ALTERNATE OPTIONS

50. Council may choose to amend the recommendation to provide a different cash sponsorship amount for the Albany Show.

CONCLUSION

51. The Albany Show is a long-standing and highly valued community event delivering economic, cultural, and social benefits to the City of Albany.
52. This year the Albany Show also has an important role to play in the Bicentenary in recognising and celebrating the contributions of agriculture and volunteer organisations. The AAS is considering ways its Show can tie-in with the Albany 2026 program.
53. AAS has requested a substantial increase in cash sponsorship.
54. There is merit in considering an increase in recognition of rising costs, the scale of the event in terms of community and industry engagement, and its economic impact.

Consulted References	:	Deed of Agreement between the City of Albany and the Albany Agricultural Society Incorporated Service Level Agreement (2021) between City of Albany and Albany Agricultural Society
File Number	:	PRO024
Previous Reference	:	OCM 15/12/2015 – CSF214

CCS813: MONTHLY FINANCIAL REPORT – JUNE 2026 -

Proponent / Owner : City of Albany
Attachments : Monthly Financial Report – June 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 30 June 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 30 June 2026 is preliminary and has not yet been audited.

RECOMMENDATION

CCS813: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR CLARKE
SECONDED: DEPUTY MAYOR TERRY

THAT the Monthly Financial Report for the period ending 30 June 2026 be RECEIVED.

CARRIED 8-0

CCS813: COMMITTEE RECOMMENDATION

MOVED: DEPUTY MAYOR TERRY
SECONDED: COUNCILLOR SUTTON

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS813: AUTHORISING OFFICER RECOMMENDATION

THAT the Monthly Financial Report for the period ending 30 June 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 30 June 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

CCS814: LIST OF ACCOUNTS PAID – JUNE 2026

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

COUNCIL PLAN ALIGNMENT

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:** Lead as a community focussed, values-led Council.

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

CCS814: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR CLARKE

THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 30 June 2026 totalling \$11,122,531.82 be RECEIVED.

CARRIED 7-1

Record of Vote:

Against the Motion: Councillor Lionetti

CCS814: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR CLARKE
SECONDED: DEPUTY MAYOR TERRY

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS814: AUTHORISING OFFICER RECOMMENDATION

THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 30 June 2026 totalling \$11,122,531.82 be RECEIVED.

DISCUSSION

2. The table below summarises the payments drawn from the City's Municipal and Trust funds for the period ending 30 June 2026. Please refer to the Attachment to this report.

Fund	Transaction Type	Amount (\$)	%
Municipal	Electronic Funds Transfer	\$8,159,543.85	73.4
Municipal	Payroll	\$2,317,604.57	20.8
Municipal	Other (BPay, Direct Debit, International)	\$603,375.70	5.4
Municipal	Credit Cards	\$42,007.70	0.4
Trust	N/A	\$0.00	0.0
TOTAL		\$11,122,531.82	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: \$7,299.94.
4. The table below summaries the total outstanding creditors as at 30 June 2026.

Aged Creditors	Amount (\$)
Current	\$4,021,199.82
30 Days	\$696,854.39
60 Days	\$326,635.72
90 Days	\$50,344.85
TOTAL	\$5,095,034.78

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 30 June 2026 has been incurred in accordance with the 2025/2026 budget parameters.

FINANCIAL IMPLICATIONS

10. Expenditure for the period to 30 June 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 have been authorised for payment under delegated authority.
15. It is requested that any questions on specific payments are submitted to the Executive Director Corporate Services by 4pm of the day prior to the scheduled meeting time. All answers to submitted questions will be provided at the Committee meeting. This allows a detailed response to be given to the Committee in a timely manner.

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

CCS815: DELEGATED AUTHORITY REPORTS – 16 JUNE 2026 TO 15 JULY 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

COUNCIL PLAN ALIGNMENT

- **Pillar:** Leadership
- **Outcome:** A well-governed city with visionary leadership and strong trusted partnerships, that uses resources wisely to meet local needs.
- **Strategic Priority:** Lead as a community-focused, values-led council.

RECOMMENDATION

CCS815: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: DEPUTY MAYOR TERRY
SECONDED: COUNCILLOR MCKINLEY

THAT the Delegated Authority Reports 16 June 2026 to 15 July 2026 be RECEIVED.

CARRIED 8-0

CCS815: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR CLARKE
SECONDED: DEPUTY MAYOR TERRY

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS815: AUTHORISING OFFICER RECOMMENDATION

THAT the Delegated Authority Reports 16 June 2026 to 15 July 2026 be RECEIVED.

BACKGROUND

1. 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)

CCS816: CLIMATE CHANGE ACTION DECLARATION

Proponent / Owner	: City of Albany
Attachments	: Revised Climate Change Action Declaration Climate Action Declaration (2023)
Report Prepared By	: Community Development Coordinator Climate and Sustainability Project Officer
Authorising Officer:	: Executive Director Community Services

COUNCIL PLAN ALIGNMENT

1. This item relates to the following elements of the City of Albany Council Plan:
 - **Pillar:** Environment
 - **Outcome:** A city where our natural environment is valued and conserved, and climate resilience is built for future generations.

In Brief:

- The City of Albany Climate Action Declaration is due for review.
- The Youth Advisory Council (YAC) reviewed the Declaration and presented its recommendations for updating the Declaration to Elected Members at a combined workshop.
- The adoption of the updated Climate Action Declaration as per the YAC's recommendations would demonstrate the City's ongoing commitment to environmental sustainability and emission reduction efforts.

RECOMMENDATION

CCS816: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR STEPHENS

THAT Council ADOPT the revised City of Albany Climate Change Action Declaration.

CARRIED 6-2

Record of Vote:

Against the Motion: Councillors McKinley and Lionetti

COUNCIL RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR STEPHENS

THAT Standing Orders Local Law 2014 (as amended) be RESUMED.

CARRIED 8-0

**COUNCIL RESOLUTION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR STEPHENS**

THAT Standing Orders Local Law 2014 (as amended) be SUSPENDED to allow representatives of the Youth Advisory Council (YAC) to address Council.

CARRIED 8-0

CCS816: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR MACLAREN
SECONDED: MAYOR STOCKS**

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 6-2

Record of Vote:

Against the Motion: Councillors McKinley and Lionetti

CCS816: AUTHORISING OFFICER RECOMMENDATION

THAT Council ADOPT the revised City of Albany Climate Change Action Declaration.

BACKGROUND

2. Local governments are playing a key role in leading localised action on climate change through all aspects of City operations and the community.
3. Elected Members and Youth Advisory Council (YAC) members worked together to create the City's Climate Action Declaration following the submission of a Declaration of Climate Change petition received by the Council in 2019.
4. The initial Declaration was adopted in 2020 and Council committed to reviewing the Declaration in collaboration with the YAC every two years to ensure that the declaration remained relevant and effective.
5. A revised declaration was adopted in 2023 following a review by Council and YAC members.
6. A number of initiatives were delivered to support the agreed actions in the Declaration including the development of the Climate Action Dashboard to showcase the various corporate and community actions being implemented.
7. Other initiatives achieved include the adoption of the City of Albany Corporate Power Plan and Waterwise Albany Strategy.

DISCUSSION

8. Australia remains a party to the Paris Agreement under the United Nations Framework Convention on Climate Change. The Paris Agreement seeks to hold the increase in global average temperature to well below 2 degrees Celsius above pre-industrial levels and pursue efforts to limit the increase to 1.5 degrees Celsius.
9. Australia has legislated a national target of net zero greenhouse gas emissions by 2050, with interim targets to reduce emissions by 43% below 2005 levels by 2030 and 62–70% below 2005 levels by 2035.
10. The Western Australian Government's Climate Policy sets out a plan for a climate-resilient community and a prosperous low-carbon future, with a commitment to work with all sectors of the WA economy towards net zero emissions by 2050.
11. The State Government has also released the Sectoral Emissions Reduction Strategy, which identifies pathways and actions to reduce emissions across key sectors while supporting Western Australia's transition to a low-carbon economy.
12. Local governments continue to play an important role in responding to climate change through local mitigation, adaptation, planning, infrastructure, emergency management and community resilience initiatives.
13. WALGA's Climate Change Policy Statement continues to provide a sector-wide advocacy position for local government in Western Australia and states:

Local Government acknowledges:

- i. *The science is clear: climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.*
- ii. *Climate change threatens human societies and the Earth's ecosystems.*
- iii. *Urgent action is required to reduce emissions and to adapt to the impacts from climate change that are now unavoidable.*
- iv. *A failure to adequately address this climate change emergency places an unacceptable burden on future generations.*

Local Government is committed to addressing climate change.

Local Government is calling for:

- i. *Strong climate change action, leadership and coordination at all levels of government.*
 - ii. *Effective and adequately funded Commonwealth and State Government climate change policies and programs.*
14. WALGA reports that 62 Western Australian local governments have signed the Climate Change Declaration, representing more than 87% of the State's population. WALGA continues to encourage local governments to use climate declarations and action planning tools to support locally appropriate mitigation and adaptation responses.
 15. The changes proposed by the Youth Advisory Council are minor and do not change the intent of the document.
 16. The changes include moving from a two-year review cycle, to a five-year review cycle, acknowledging that many of the actions derived from the declaration take time to deliver and collect data to measure effectiveness.
 17. Adding the United Nations Sustainable Development Goals (SDG's) in addition to the Intergovernmental Panel on Climate Change (IPCC) as an additional source with recognised climate science and international best practice to support the City's action in this space.

18. The SDG's are also more relevant to young people, who often learn about the United Nations Goals at school.
19. The YAC also proposed to remove the actions from the Declaration. In its previous form, the Declaration is a combination of a declaration and action plan. The City has a number of Plans and Strategies which deliver against the Declaration, and progress can be tracked via the Climate Action Dashboard.
20. The City of Albany Climate Action Declaration acknowledges that climate change is occurring and requires immediate and ongoing action.
21. The Declaration supports climate change and sustainability initiatives and supports actions that seek to reduce corporate and community emissions, increase renewable energy uptake and strengthen climate resilience.
22. The revised Declaration also aligns with broader public health and climate policy directions. The State Public Health Plan for Western Australia 2025–2030 identifies climate change as a public health priority, recognising that climate impacts can affect community health, wellbeing, equity and resilience.
23. This supports the City's continued focus on local climate action, community preparedness and sustainable environments.
24. At the national level, the Climate Change Act 2022 establishes Australia's emissions reduction targets and requires an Annual Climate Change Statement to be tabled in Parliament.
25. The Annual Climate Change Statement 2025 reports progress towards net zero and confirms Australia's 2035 emissions reduction target of 62–70% below 2005 levels.
26. At the State level, the Western Australian Climate Change Bill 2023 proposed a framework for emissions reduction targets, adaptation planning, sector adaptation plans and annual reporting to Parliament.
27. Although the Bill lapsed in December 2024, its policy intent remains consistent with the City's Climate Action Declaration by supporting emissions reduction, adaptation, accountability and long-term climate resilience.

GOVERNMENT & PUBLIC CONSULTATION

28. Community Engagement

Type of Engagement	Method of Engagement	Engagement Dates	Participation (Number)	Statutory Consultation
Collaborate	Workshop – YAC	20 Feb 6 March 22 June	3 4 6	N/A
Collaborate	Workshop – YAC and Elected Members	22 June	5 Elected Members 6 YAC members	N/A

STATUTORY IMPLICATIONS

29. Under section 3.1(1A) of the *Local Government Act 1995*, a local government must perform its general function having regard to the need to promote the economic, social and environmental sustainability of its district; plan for, and plan for mitigating, risks associated with climate change; and consider potential long-term consequences and impacts on future generations when making decisions.
30. The revised Climate Change Action Declaration supports these statutory considerations by guiding local action on emissions reduction, climate resilience and long-term environmental sustainability.
31. The Declaration is also consistent with the broader statutory and policy framework for climate and public health planning.

32. The Climate Change Act 2022 sets national emissions reduction targets and requires annual reporting through the Annual Climate Change Statement, while the State Public Health Plan for Western Australia 2025–2030 provides a public health planning framework that recognises climate change as a priority affecting health, wellbeing and community resilience.
33. The Western Australian Climate Change Bill 2023, while lapsed, also reflected State policy intent to strengthen emissions reduction, adaptation planning and climate accountability. Together, these frameworks support the City's continued commitment to climate mitigation, adaptation, renewable energy uptake and resilience through the revised Climate Action Declaration.

POLICY IMPLICATIONS

34. This item relates to the City of Albany Environmental Policy (2025).

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Environmental Management: A lack of action to mitigate environmental impacts locally will affect the community's resilience to climate change.	Likely	Major	High	Adopt a Climate Action Declaration that commits the City of Albany to taking reasonable steps within its control to mitigate the effects of climate change.
Reputation: A lack of a policy position on climate action may create the perception that the City does not take the community's concerns about climate change seriously.	Possible	Moderate	Medium	Adopt a Climate Action Declaration that commits the City of Albany to taking reasonable steps within its control to mitigate the effects of climate change.
Financial Management: Implementing the commitments in the Climate Change Action Declaration may require expenditure not currently on budget.	Likely	Moderate	Medium	Seek Council approval for additional budget requirements as necessary and seek external grant funding to support activity delivery.
Opportunity: Demonstrate the City's commitment to climate change action and show leadership on environmental sustainability issues.				

FINANCIAL IMPLICATIONS

36. Any actions that result from the commitments in the Climate Declaration which incur a direct cost to the City will be considered within existing budget and/or with external grant funding, or prioritised through future budget processes.

LEGAL IMPLICATIONS

37. Not applicable.

ENVIRONMENTAL CONSIDERATIONS

38. The Declaration relates to and will support activity delivered through the Corporate Power Plan (2023) and the City of Albany Environmental Policy (2025).

ALTERNATE OPTIONS

39. Council may choose to make further amendments to the Climate Action Declaration, however this is not recommended without consulting with the YAC.
40. Council may choose to continue business as usual through the review and implementation of the City of Albany Environmental Policy (2025) and Corporate Power Plan (2023). This is not recommended as the proposed revised Declaration has been workshopped with Elected Members and the YAC.

CONCLUSION

41. The City has a strong track record of achievement on environmental sustainability and emissions reduction efforts. Adopting the revised Climate Declaration consolidates these efforts and demonstrates Council's ongoing leadership on the issue of carbon abatement.

Consulted References	:	City of Albany Environmental Policy (2025); Corporate Power Plan (2023) IPCC AR6 Synthesis Report: Climate Change (2023) Local Government Act (1995) Climate Change Act (2022) State Public Health Plan 2025-2030 WA Climate Policy United Nations Sustainable Development Goals
File Number	:	EM.PLA.25/CR.MEE.9
Previous Reference	:	Report Item CCS559 OCM 22/08/2023

CCS817: COMMUNICATIONS & ENGAGEMENT STRATEGY PROGRESS REPORT

Proponent / Owner	: City of Albany
Attachments	: City of Albany Communications & Engagement Strategy 2024-2027 Progress Report (2026 Quarter Two) City of Albany Engagement Register (2026 Quarter Two)
Report Prepared By	: Community Development Coordinator
Authorising Officer:	: Executive Director Community Services

COUNCIL PLAN ALIGNMENT

1. This item relates to the following elements of the City of Albany Council Plan:
 - **Pillar:** Leadership
 - **Outcome:** A well-governed city with visionary leadership and strong trusted partnerships, that uses resources wisely to meet local needs
 - **Priority:** Enable a well informed and engaged community.

In Brief:

- Note the City of Albany Communications & Engagement Strategy Quarter Two 2026 progress report.

RECOMMENDATION

CCS817: RESOLUTION VOTING REQUIREMENT: SIMPLE MAJORITY

**MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR STEPHENS**

THAT the City of Albany Communications & Engagement Strategy progress report for Quarter Two 2026 and its endorsement by the Communications & Engagement Advisory Group be NOTED.

CARRIED 8-0

CCS817: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR MCLAREN
SECONDED: COUNCILLOR SUTTON**

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 8-0

CCS817: AUTHORISING OFFICER RECOMMENDATION

THAT the City of Albany Communications & Engagement Strategy progress report for Quarter Two 2026 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 2026 Quarter Two following its meeting on Monday, 21 July 2026.
5. The Advisory Group also noted the Engagement Register Report.
6. This current action plan includes 31 actions, with 8 actions complete, 23 in progress or on track.
7. The group also provided feedback on three 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.
Financial Management: 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 2026 Quarter One is submitted to Council for noting.

Consulted References	:	City of Albany Communication and Engagement Strategy 2024-2027 Council Policy – Community Engagement
File Number	:	CR.MEE.52
Previous Reference	:	OCM 26 May 2026 CCS793

CCS818: REVIEW OF ELECTED MEMBER PROFESSIONAL DEVELOPMENT AND TRAINING POLICY

Proponent / Owner	: City of Albany
Attachments	: Draft Revised Elected Member Professional Development and Training Policy
Report Prepared By	: Executive Officer Governance
Authorising Officer:	: Chief Executive Officer

COUNCIL PLAN ALIGNMENT

1. This item relates to the following elements of the City of Albany Council Plan:

- **Pillar:** Leadership
- **Outcome:** Lead as a community focussed, values-led Council.

In Brief:

- This report recommends that Council adopt a revised Elected Member Professional Development and Training Policy to strengthen governance capability, improve access to professional development and align with the City's approach to contemporary local government practices.

RECOMMENDATION

CCS818: RESOLUTION
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR CLARKE
SECONDED: COUNCILLOR STEPHENS

THAT:

1. The revised Elected Member Professional Development and Training Policy (as attached to this report) be **ADOPTED**.
2. The existing Elected Member Professional Development and Training Policy be **REVOKED** upon adoption of the revised policy.
3. Council **ENDORSE** the following amendments to the Policy:
 - a. Increase the annual allowance to \$5000 per elected member.
 - b. Permit elected members to access up to \$20,000 in professional development funding during their first year of office, subject the requirements of the Policy.
 - c. Require all professional development to receive prior written approval from the Chief Executive Officer.
 - d. Require completion of Mandatory Training Modules prior to undertaking further professional development.
 - e. Require Council approval where:
 - Training is proposed within the final three months of an elected member's term'
 - Sufficient budget is unavailable within the annual allocation; or
 - The training includes interstate or international travel.
 - f. Introduce enhanced reporting requirements, including quarterly public reporting of professional development undertaken by elected members.
4. The Chief Executive Officer be **AUTHORISED** to make minor administrative amendments to the Policy that do not alter its intent.

CARRIED 8-0

BACKGROUND

2. The revised Elected Member Professional Development and Training Policy provides greater flexibility for elected member capability development while maintaining appropriate governance, transparency and accountability.
3. The City currently provides an annual professional development allocation of \$4000 per year to support elected members in undertaking governance-related education and training.
4. While this approach supports ongoing learning throughout a term, it may restrict participation in higher-value professional development opportunities, accredited programs and structured leadership development.
5. This allocation is separate from mandatory training requirements prescribed under the Local Government Act and from professional development activities organised and funded directly by the City.
6. Feedback from elected members and developments across the local government sector indicate that governance responsibilities continue to increase in complexity.
7. There is also broad recognition that the first year of an elected member's term is the most significant period for developing governance capability.
8. Feedback from Elected Members and sector trends indicate that:
 - The early stages of a term are the most critical for capability development.
 - Current annual limits may restrict access to comprehensive training programs.
 - Governance expectations and regulatory complexity continue to increase.
9. The proposed policy review seeks to better align professional development funding with contemporary governance expectations while ensuring appropriate stewardship of public funds.

DISCUSSION

Policy Review

10. The review considered three potential changes:

Option 1: Increase annual allowance from \$4000 to \$5000 per year per Elected Member

11. Benefits include:
 - Reflecting increased training costs;
 - Improving access to higher quality and specialist programs; and
 - Supporting increasing governance expectations.
 - Aligns with increasing governance expectations and responsibilities.

Option 2: Front-Load Professional Development Funding

12. This option would allow elected members to access their full-term allocation during the first year of office.
13. Benefits include:
 - Rapid capability development;
 - Participation in structured or accredited learning; and
 - Stronger governance outcomes early in the Council term.

Option 3: Hybrid Model (Preferred)

14. A hybrid model combines an increased annual allowance with the ability to access additional future allocations early in an elected member's term.
15. The revised policy proposes:
 - Increasing the annual allocation to \$5000;
 - Permitting access to up to \$20,000 during the first year of office; and
 - Retaining strong governance and approval controls.
16. This approach balances flexibility with accountability while encouraging significant capability development when it is most beneficial.

Benchmarking

17. Research was undertaken to evaluate elected professional development and training allowances across similar sized local governments.
18. A review of available policies demonstrates several emerging themes:
 - **Higher annual allocations** – Councils are increasing annual allocations from \$4000 to \$5000 to reflect increasing conference, travel and accommodation costs.
 - **Leadership capability** – Greater emphasis on governance, ethical decision-making, strategic leadership and financial sustainability.
 - **Formal qualifications** – Increasing encouragement for councillors to undertake the **Diploma** of Local Government (Elected Member), with some councils funding outside the annual allowance.
 - **Strategic Alignment** – Professional development is increasingly expected to support council strategic objectives rather than individual interests.
 - **Flexibility** – Carry-forward provisions (typically two years) enable councillors to attend more expensive conferences or undertake formal qualifications.
19. There was a high degree of consistency across the City of Albany, City of Bunbury and City of Busselton, with annual individual allocation of \$4000 to \$5000 per elected member in addition to funding mandatory training separately.
20. City of Greater Geraldton and City of Kalgoorlie Boulder operate under a corporate budget model, with no individual allocations. Those Councils allocate an annual budget during budget deliberations.
21. Individual requests are assessed on merit, available funding and strategic value.

Attendance at Conferences and Seminars

22. Attendance at conferences, seminars, study tours and representation activities is governed by the City's Travel and Representation Policy and is not funded through this Policy unless otherwise approved by Council.

Benchmarking

Local Government	Annual Individual Allocation	What is Covered	Approval/Conditions	Other
City of Albany (Current)	\$4000	Formal qualifications including Diploma of Local Government, travel and accommodation	CEO approval is required, training must be relevant to the elected member role	Unspent funds carry for two years, mandatory training is funded separately, allowance is reviewed annually.
City of Bunbury	\$5000 (increased from \$4000 in 2024)	Conferences, accredited training, study tours, professional memberships, local government workshops, travel and accommodation.	CEO approval for most activities, Council approval for high-cost or exceptional requests.	Diploma of Local Government is funded outside the individual allocation, two-year carry forward, mandatory training separately funded.
City of Busselton	\$5000	Training courses, conferences and professional development relevant to the role.	Mandatory training funded separately, attendance at WALGA AGM funded outside allocation.	Policy encourages ongoing skill development and leadership capability.
City of Greater Geraldton	No fixed individual allocation-Council determines an annual professional development budget through the budget process.	Diploma of Local Government, conferences, workshops, tertiary education, governance training, travel.	Applications approved by the Mayor (or Deputy Mayor) with CEO support. Additional funding may be approved where the budget allows.	If an elected member does not complete an approved qualification (e.g. Diploma) or fails subjects, they may be required to reimburse the City. Professional development applications are assessed against the remaining term and strategic value.
City of Kalgoorlie Boulder	No prescribed individual allocation.	Continuing professional development, conferences, governance training, attendance at approved events.	Council policy establishes approval process and reporting requirements.	Recent policy amendments require councillors to report back on conferences and training attended, clarify travel, accommodation and meal expenses, provide for deductions where approved events were not attended and address breaches of the policy.

GOVERNMENT & PUBLIC CONSULTATION

23. Consultation was conducted with Council. A Briefing Note was distributed to Council for their feedback on 14 May 2026.
24. Staff received one written response.

STATUTORY IMPLICATIONS

25. The following legislation applies:

- *Local Government Act 1995;*
- *Local Government (Administration) Regulations 1996*

POLICY IMPLICATIONS

26. This report relates to Policy 1.22: Elected Member Professional Development and Training Policy.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Governance: Professional development funding is used for activities that do not directly support the role of an elected member or provided limited public value.	Possible	Moderate	Medium	Require prior written CEO approval, ensure training aligns with the Policy and require Council approval for exceptional requests (e.g. interstate/international travel or funding outside approved limits)
Financial. Increased annual allowance and first-year access up to \$20,000 may place additional pressures on Council budget or lead to inequitable allocation of resources.	Possible	Moderate	Medium	Annual budget allocation through the budget process, approval against available funds, expenditure monitoring and quarterly public reporting of expenditure.
Reputational. Community perception that Councillors are receiving excessive or inappropriate professional development benefits.	Possible	Major	High	Maintain transparent approval processes, publish quarterly reports of training undertaken, ensure training is relevant to responsibilities and require Council approval for high-value or travel-related activities.
Compliance. Professional development is undertaken before mandatory training requirements are completed or without appropriate approvals.	Unlikely	Moderate	Medium	Mandatory training must be completed first, CEO approval required before attendance and policy compliance is monitored.
Operational. Front-loading professional development funding may result in limited funding remaining later in the elected member's term if governance needs change.	Possible	Minor	Low	CEO assesses application against strategic needs, remaining term of office and value for money before approving expenditure.
Opportunity: Consistency and understanding of rules for both councillors and staff that pertain to travel and accommodation expenditure.				

FINANCIAL IMPLICATIONS

28. Adoption of the revised policy will increase the annual professional development allowance from \$4000 to \$5000 per elected member. The financial impact will depend on the number of elected members and the level of uptake of the allocation.
29. The proposal to allow newly elected members to access up to \$20,000 during their first year of office does not increase the overall entitlement over a four-year term, rather it brings forward access to future annual allocations.
30. This may create a higher cash flow requirement in election years and will require sufficient budget provision within the relevant financial year.
31. Ongoing administrative costs associated with assessing applications, monitoring expenditure and preparing quarterly reports will be met from existing Governance resources.
32. Any expenditure above the approved annual budget will require Council approval through the annual budget process or a subsequent budget amendment.

LEGAL IMPLICATIONS

33. The proposed policy is administrative in nature and supports the exercise of Council's functions under the *Local Government Act 1995*. The policy does not amend any statutory obligations or confer legal entitlements beyond those determined by Council.
34. The CEO is authorised to make minor administrative amendments to the Policy.

ENVIRONMENTAL CONSIDERATIONS

35. N/A

ALTERNATE OPTIONS

36. Council may consider the following alternate options:

Option 1-Retain the existing policy (Status Quo)

- Retain the current annual professional development allocation of \$4000 per elected member.
- No provision of accessing future allocations during the first year of office.
- Existing approval and reporting requirements remain unchanged.

Option 2-Increase the annual allocation only

- Increase the annual allocation from \$4000 to \$5000.
- Do not permit access to future years allocations.

Option 3-Front-load funding only

- Retain the annual allocation at \$4000.
- Permit elected members to access future years' allocations during their first year of office.

CONCLUSION

37. The proposed revisions to the Elected Member Professional Development and Training Policy strengthen Council's commitment to good governance by providing greater flexibility for elected member's capacity development while maintaining appropriate financial oversight, accountability and transparency.
38. Adoption of the revised policy will better support elected members to meet increasing governance responsibilities and aligns with contemporary local government practices and the City's strategic leadership objectives.

Consulted References	:	1.60 Travel and Representation Policy 1.22 Elected Member Professional Development and Training Policy <i>Local Government Act 1995</i> <i>Code of Conduct for Council Members, Committee Members and Candidates</i>
File Number	:	GO.CLS.44
Previous Reference	:	N/A

CCS819: ESTABLISHMENT OF CONSOLIDATED COMMITTEE OF COUNCIL - OCM AGENDA ADVISORY COMMITTEE

Proponent / Owner	: City of Albany
Attachments	: Draft Terms of Reference-OCM Agenda Advisory Committee
Report Prepared By	: Executive Officer Governance
Authorising Officer:	: Chief Executive Officer

COUNCIL PLAN ALIGNMENT

1. This item relates to the following elements of the City of Albany Council Plan:
 - **Pillar:** Leadership.
 - **Outcome:** Lead as a community focused, values-led Council.

In Brief:

- This report recommends the establishment of a single consolidated committee of Council to replace the existing Community, Corporate and Commercial Services (CCS) and the Development and Infrastructure Services Committee (DIS).
- The proposed committee will provide integrated strategic oversight across all Council functions and streamline Council's governance and decision-making processes.
- Adoption of the proposed Terms of Reference will improve efficiency, reduce duplication and strengthen whole-of-organisation strategic planning.

RECOMMENDATION

CCS819: RESOLUTION VOTING REQUIREMENT: ABSOLUTE MAJORITY

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

THAT Council:

1. **ESTABLISH** the OCM Agenda Advisory Committee to replace the Community, Corporate and Commercial Services Committee and the Development and Infrastructure Services Committee.
2. **ADOPT** the Terms of Reference for the OCM Agenda Advisory Committee as attached to this report.
3. **REVOKE** the existing Terms of Reference for the:
 - Community, Corporate and Commercial Services Committee; and
 - Development and Infrastructure Services Committee.
4. **DETERMINE** that all elected members comprise the membership of the OCM Agenda Advisory Committee.
5. **AUTHORISE** the Chief Executive Officer to make minor administrative amendments to the Terms of Reference that do not alter their intent.
6. **ADVERTISE** the updated meeting schedule for the remainder of 2026 in accordance with the requirements of relevant legislation.

CARRIED 8-0

BACKGROUND

2. Council currently has two standing committees:
 - Community, Corporate and Commercial Services (CCS); and
 - Development and Infrastructure Services (DIS).
3. These committees provide recommendations to Council on matters relating to their respective portfolios.
4. The DIS Committee has been cancelled on a number of occasions due to their being insufficient agenda items.
5. A review of the current committee structure has identified opportunities to consolidate the CCS and DIS Committees.

DISCUSSION

6. The proposed consolidation of the CCS Committee and DIS Committee provides an opportunity to improve the efficiency and effectiveness of Council's governance and decision-making processes.
7. Establishing the OCM Agenda Advisory Committee (OAC) will enable more efficient utilisation of elected member and staff resources by consolidating agenda preparation, officer attendance, report development and governance administration.
8. It will also provide greater flexibility to allocate time previously committed to separate committee meetings towards additional strategic planning sessions, workshops or briefings where required.
9. The proposed approach does not reduce Council's opportunity for detailed consideration of strategic matters.
10. Rather, it provides a more adaptable governance model where additional strategic discussions can be scheduled when required, particularly for complex matters involving long-term financial planning, major projects, asset management, community outcomes or organisational transformation.
11. This model supports a more strategic and outcomes-focused approach to Council governance while maintaining transparency, accountability and Council's role as the ultimate decision-making authority.

Improved Efficiency

12. A consolidated committee:
 - Reduces the number of scheduled committee meetings where agenda demand does not justify a separate meeting.
 - It frees officer and elected member capacity for strategic discussions, workshops and planning sessions.
 - Provides flexibility to respond to emerging priorities requiring focused Council consideration.

Benefits

13. The proposed Committee provides a number of benefits including:
 - Improved strategic integration across Council;
 - Improved alignment between financial planning, infrastructure planning and community outcomes.
 - More efficient use of elected member and staff resources;
 - Improved visibility of organisational strategic priorities; and
 - Streamlined governance and reporting processes.

Scope

14. The proposed Committee will consider matters relating to:

- Community development;
- Corporate services;
- Governance and compliance;
- Finance and organisational development;
- Strategic and statutory planning;
- Engineering and infrastructure;
- Environmental services;
- Asset management;
- Major capital works; and
- Integrated strategic planning.

Relationship with the Audit, Risk and Improvement Committee (ARIC)

15. The OAC complements, but does not duplicate, the role of the Audit Risk and Improvement Committee.
16. The OAC provides a forum for elected members to consider strategic, policy, planning, financial and service delivery matters and to make recommendations to Council on issues affecting the City's operations and long-term direction.
17. The ARIC performs an independent assurance and oversight role in accordance with the *Local Government Act 1995* and the *Local Government (Administrations) Regulations 1996*.
18. Its responsibilities include overseeing the integrity of financial reporting, risk management, internal controls, internal and external audit functions, compliance and organisational improvement.
19. While both committees contribute to good governance, the OAC focuses on what Council intends to achieve through strategy, policy and service delivery, whereas the ARIC focuses on how effectively and responsibly those objectives are governed, managed and assured.

GOVERNMENT & PUBLIC CONSULTATION

20. Consultation has been undertaken with the Executive Management Team and Council in developing the proposed structure.
21. The proposed Terms of Reference have been prepared having regard to the City's Governance & Meetings of Council Framework and legislative requirements.

STATUTORY IMPLICATIONS

22. The following legislation applies:
 - *Local Government Act 1995*: and
 - *Local Government (Administration) Regulations 1996*.
23. Council has the authority under the Act to establish, amend or revoke Committees of Council and determine their membership, functions and terms of reference.

POLICY IMPLICATIONS

24. Adoption of the proposed Terms of Reference will replace the existing Terms of Reference for the CCS and DIS Committees.
25. The City of Albany Governance & Meetings of Council Framework will be amended accordingly should Council choose to adopt the new committee structure and terms of reference.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Risk: Transition to a consolidated committee may create uncertainty regarding Committee responsibilities during implementation.</i>	<i>Possible</i>	<i>Minor</i>	<i>Low</i>	<i>Clear Terms of Reference and administrative support for a smooth transition.</i>
<i>Risk: Broader agendas may increase meeting duration and complexity.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Effective agenda management and planning and report prioritisation.</i>
<i>Risk: Reduced opportunity for detailed portfolio specific discussion.</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Low</i>	<i>Officer briefings, workshops and strategic briefings will continue where appropriate.</i>
<i>Risk: Change management may require adjustment by elected members and staff.</i>	<i>Possible</i>	<i>Minor</i>	<i>Low</i>	<i>Governance guidance and ongoing reviews following implementation.</i>

FINANCIAL IMPLICATIONS

27. The proposal is expected to be cost neutral, with advertising requirements met from existing budget lines.
28. Potential efficiencies include:
 - Reduced administrative resources associated with meeting preparation and attendance.
 - Fewer meetings with reduced associated costs such as catering.
 - Improved officer efficiency through consolidated reporting; and
 - More effective use of elected member time.

LEGAL IMPLICATIONS

29. The proposal complies with the Act and Council retains all decision-making authority, with the Committee operating in an advisory capacity.

ENVIRONMENTAL CONSIDERATIONS

30. There are no direct environmental considerations related to this report.

ALTERNATE OPTIONS

31. Council may:
- Retain the existing CCS and DIS Committee structure;
 - Establish the consolidated committee with amended Terms of Reference; or
 - Defer consideration pending further review of Council's governance structure.

CONCLUSION

32. The proposed Committee replaces two standing committees with a single integrated committee.
33. The proposed structure will improve strategic oversight, reduce duplication, enhance coordination across Council functions and support more efficient and informed decision-making while maintaining Council's role as the decision-making authority.

Consulted References	:	<i>Local Government Act 1995</i>
File Number	:	CM.MEE.12 CM.MEE.13
Previous Reference	:	N/A

DIS473: LOCAL BIODIVERSITY STRATEGY

Proponent / Owner	: City of Albany
Attachments	: Local Biodiversity Strategy – The Strategy 2026-2036 Local Biodiversity Strategy – Action Plan Local Biodiversity Strategy – Technical Report
Supplementary Information & Councillor Workstation	: N/A
Report Prepared By	: Manager Development Services
Authorising Officer:	: Executive Director Infrastructure, Development & Environment

COUNCIL PLAN ALIGNMENT

- **Pillar:** Environment
- **Outcome:** A city where our natural environment is valued and conserved, and climate resilience is built for future generations.
- **Strategic Priority:** Protection of our biodiversity and the natural environment

STRATEGIC IMPLICATIONS

1. In making its decision, Council is obliged to draw conclusion from its adopted *Albany Local Planning Strategy 2019* (the Planning Strategy).

Maps and Diagrams:

Online mapping tool available here: <http://albany.wa.gov.au/ALBSmappingtool>

In Brief:

- The City of Albany Local Biodiversity Strategy 2026–2036 (the Strategy) provides a framework to identify and protect areas of biodiversity significance, improve ecological connectivity, integrate biodiversity considerations into relevant City decision-making, and guide coordinated land management and community stewardship.
- Council deferred consideration of the Strategy in May 2026 to allow further engagement with community members who had raised specific matters regarding aquatic systems, granite outcrops and the methodology used to identify and communicate biodiversity values.
- Further consultation has since been undertaken with Professor Stephen Hopper, Mr Paul Wettin and Mr Robin Budden. Their feedback has informed updates to the Strategy, Action Plan, Technical Report, mapping outputs and online mapping tool.
- Key changes include improved recognition of wetlands, waterbodies and upland biodiversity values; replacement of ranked biodiversity mapping with Local Natural Area mapping; removal of the Top 100 Ranking Table; strengthened governance and continual improvement actions; and improvements to the clarity, consistency and accessibility of the documents.
- The Strategy is now presented to Council for adoption.

DIS473: ADDENDUM

In response to feedback received it is recommended that an administrative amendment to the Local Biodiversity Strategy be made as follows:

1. Action 1.5 of the Local Biodiversity Strategy be **AMENDED** to refer to “biodiversity values” instead of “vegetation and natural areas biodiversity values”.
2. The corresponding “How To” statement be amended to read:
“Improve compliance with relevant approval requirements through targeted inspections and compliance monitoring of works and activities that may affect biodiversity values, including fenceline clearing, crossovers, verge development, tree removal and works affecting waterways, wetlands and foreshore areas”.

RECOMMENDATION

DIS473: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR MACLAREN
SECONDED DEPUTY MAYOR TERRY

THAT Council:

- 1. ADOPT the City of Albany Local Biodiversity Strategy 2026 – 2036.**
- 2. NOTE the Local Biodiversity Strategy – Action Plan and Local Biodiversity Strategy – Technical Report as supporting documents.**

CARRIED 6-2

Record of Vote:

Against the Motion: Councillors McKinley and Lionetti

DIS473: AUTHORISING OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR CLARKE
SECONDED: COUNCILLOR STEPHENS

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 5-0

DIS473: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR STEPHENS

THAT consideration of Report item DIS473: LOCAL BIODIVERSITY STRATEGY be DEFERRED until no later than the August Ordinary Council Meeting.

CARRIED 8-0

Councillor Reason for Deferral:

Deferral of adoption will allow engagement with Professor Stephen Hopper and Mr Paul Wettin to develop meaningful outcomes in the Strategy, and also address the importance of aquatic systems and granite outcrops and enable their inclusion in this document

DIS473: COMMITTEE RECOMMENDATION (PROCEDURAL MOTION BY COUNCILLOR MACLAREN)

MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR CLARKE

THAT consideration of Report item DIS473: LOCAL BIODIVERSITY STRATEGY be DEFERRED until no later than the August Ordinary Council Meeting.

CARRIED 7-0

Councillor Reason:

To enable the consultant and City officers to make requested changes to the Technical Report to include additional information as identified by community members.

DIS473: AUTHORISING OFFICER RECOMMENDATION

THAT Council:

1. ADOPT the City of Albany Local Biodiversity Strategy 2026 – 2036.
2. NOTE the Local Biodiversity Strategy – Action Plan and Local Biodiversity Strategy – Technical Report as supporting documents.

BACKGROUND

2. In 2023, Council requested the preparation of a Local Biodiversity Strategy. Funding support was subsequently secured through the Western Australian Local Government Association, and the Strategy was developed through specialist analysis and stakeholder engagement.
3. Albany contains significant biodiversity values due to its geology, climate and location at the junction of three bioregions.
4. Historic clearing associated with agriculture and settlement has resulted in the loss of approximately 65% of native vegetation, with remaining areas often fragmented and subject to pressures including land use change, weeds, pests, altered fire regimes and hydrological modification.
5. As one of Western Australia's fastest-growing regional cities, Albany continues to experience increasing demand for housing, infrastructure and services to support a growing and diverse community.
6. This continued demand presents further challenges for the City's natural environment. While the City has previously prepared a range of environmental strategies, surveys and management plans, these do not provide a consolidated strategic framework for biodiversity across the City's planning, land management and operational functions.
7. The Strategy was presented to Council for adoption in May 2026. Council deferred consideration of the item until no later than the August 2026 Ordinary Council Meeting to allow further direct stakeholder engagement and consideration of matters raised regarding aquatic systems, granite outcrops and the methodology used to identify and communicate biodiversity values.

DISCUSSION

8. The Strategy has been prepared with reference to the *Western Australian Local Government Association Local Biodiversity Planning Guidelines* and informed by specialist analysis and stakeholder engagement.
9. The Strategy recognises the intrinsic, social and economic value of biodiversity to the City's identity and liveability, while acknowledging the need to balance biodiversity protection with responsible growth and development.
10. The Strategy provides a framework to:
 - Identify Local Natural Areas (LNAs) and their biodiversity values across public and private land;
 - Support the protection of areas of high conservation significance and under-represented vegetation types;
 - Improve ecological connectivity through macro-corridors and linkages;
 - Integrate biodiversity considerations into relevant planning and development processes;
 - Guide coordinated land management, restoration and community stewardship.
11. The Strategy is supported by a Technical Report prepared by Aurora Environmental, which documents the spatial analysis, biodiversity values, legislative context and stakeholder engagement informing the Strategy.
12. An accompanying Action Plan translates the Strategy's objectives into proposed implementation actions across planning, reserves management, operational practices and community engagement.

13. As an adaptive implementation document, the Action Plan will be reviewed and updated over time through the governance arrangements to be established as an initial implementation action.
14. Implementation will be coordinated through the City's internal governance arrangements and progressed through its integrated planning and annual budget processes.
15. It was identified from the outset of the project that stakeholder engagement and public consultation above and beyond standard advertising procedures was critical to inform the preparation of the Strategy.
16. Following the May 2026 deferral, City staff undertook further direct stakeholder engagement on specific matters raised by community members regarding the Strategy and supporting technical material. The targeted consultation raised matters including:
 - Clearer recognition of aquatic ecosystems, wetlands and waterbodies and their relationship to Local Natural Areas;
 - Clarification of the scope and limitations of the vegetation-based mapping and ranking methodology;
 - The potential for ranked biodiversity outputs to be misunderstood by the broader community;
 - Stronger recognition of upland biodiversity values, including granite outcrops;
 - Improved governance arrangements to support implementation, accountability and continual improvement;
 - Improved consistency between figures, mapping and supporting documents; and
 - Clearer links between the Strategy, Technical Report, Action Plan and online mapping tool.
17. In response, City staff have undertaken further refinements to the Strategy and supporting documents to improve their clarity, transparency and accessibility.
18. Key changes include:
 - removal of the Top 100 Ranking Table from the Technical Report;
 - replacement of ranked biodiversity mapping with Local Natural Area mapping;
 - inclusion of wetlands and waterbodies in the mapping and online mapping tool;
 - additional content recognising representative biodiversity values;
 - inclusion of an upland biodiversity section in the Technical Report; and
 - strengthened governance actions to support implementation, accountability and continual improvement.
19. For details on the earlier stakeholder engagement and public consultation, refer to the Government & Public Consultation section below.
20. The updated Strategy and supporting documents are presented to Council for consideration.

GOVERNMENT & PUBLIC CONSULTATION

21. Preparation of the Strategy was informed by various stakeholder engagement activities and public consultation undertaken throughout the life of the project.
22. Stakeholder engagement and public consultation activities are outlined in the table below.

Type of Engagement	Method of Engagement	Engagement Dates	Participation (Number)	Statutory Consultation
Consult	Community Survey – note this was a broader survey that included biodiversity and related matters.	06/03/2024 – 14/04/2024	693 responses	No
Consult	Stakeholder Reference Group Workshops	29/08/2024 05/12/2024 09/04/2026	14 attendees 13 attendees 16 attendees	No
Consult	Public advertising on Draft Strategy involving online community survey	08/07/2025 – 10/08/2025	60 responses	No
Inform	Community Information Sessions (during public advertising period)	09/07/2025 12/07/2025	23 attendees 16 attendees	No
Consult	Direct stakeholder engagement with community members who raised specific matters regarding the draft Strategy following Council deferral, including written feedback, meetings and follow-up correspondence	May-July 2026	3 participants	No

23. As outlined in the table above, stakeholder engagement and community consultation included the following activities:
- an initial community survey, which received 693 responses;
 - creation of the Stakeholder Reference Group involving participants from State Government agencies, community groups, non-government organisations and technical specialists with three workshops held at specific milestones of the project;
 - ongoing internal officer workshops across relevant City teams, including Planning, Reserves, Sustainability, Operations and Executive to ensure feasible and effective delivery of the Strategy and Action Plan; and
 - direct consultation with Professor Stephen Hopper, Mr Paul Wettin and Mr Robin Budden following Council's deferral of the Strategy in May 2026.
24. The initial community survey informed the direction and approaches to the project. The outcomes of the survey demonstrated strong support for biodiversity protection, with 93% of respondents rating biodiversity conservation as important or very important and strong support expressed for integrating biodiversity considerations into City decision-making.
25. Workshops were held with the Stakeholder Reference Group at key stages of the project. The first two workshops informed matters including the Strategy's objectives and goals, opportunities, assessment methodology, and approaches to biodiversity protection and management.

26. The engagement highlighted that, while State Government agencies have primary responsibility for administering relevant environmental legislation, local government also has an important role in biodiversity protection through its planning, land management and operational functions, and its relationships with the community, government agencies and other stakeholders.
27. The feedback received during formal public advertising of the draft Strategy (presented as a single Strategy document at that time) demonstrated strong support for biodiversity protection, whilst raising matters relating to the length and structure of the document, resourcing and enforcement, measurable outcomes, integration with planning processes, protection of key biodiversity areas, ecological connectivity, involvement of Traditional Custodians, and access to mapping and data.
28. The third workshop was held at the later stage of the project, to present and discuss the substantive refinements to the layout and format of the Strategy and supporting documents undertaken to address feedback.
29. Following Council's deferral, further direct consultation was undertaken with Professor Stephen Hopper, Mr Paul Wettin and Mr Robin Budden.
30. This included consideration of written feedback, meetings and follow-up correspondence regarding the matters raised and the proposed responses.
31. The feedback highlighted the need to more clearly communicate the scope and limitations of the Local Natural Area analysis, better recognise aquatic ecosystems and upland biodiversity values, and strengthen governance and continual improvement arrangements.
32. The input and feedback received throughout the project through stakeholder engagement and public consultation were considered by City officers and the project consultant and informed the continued refinement of the Strategy and supporting documents.

STATUTORY IMPLICATIONS

33. The Strategy is a non-statutory strategic document and there is no specific legislated process governing its adoption.
34. Adoption of the Strategy will establish Council's strategic direction for local biodiversity and may inform future planning, policy, budget and operational decision-making where relevant.
35. Any future statutory planning proposals or decisions will continue to be considered through the applicable legislative and planning framework.

POLICY IMPLICATIONS

36. The proposed Strategy provides a coordinated framework to support biodiversity management across City planning, reserves and operational functions.
37. The Strategy complements existing City strategies and does not introduce new statutory requirements.
38. The Strategy has been prepared with consideration of the City of Albany Council Plan 2026–2031, Local Planning Strategy 2019, Local Planning Scheme No. 2, Waterwise Albany Strategy 2026, and other relevant City environmental, land management and operational strategies and plans.
39. The Strategy may also inform future reviews of relevant City policies and management plans, consistent with guidance from the *WALGA Biodiversity Planning Guidelines*.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Community <i>There is a reputational risk if the City does not act consistently with environmental objectives and actions outlined in the Action Plan. There is also a reputational risk associated with not adopting a Local Biodiversity Strategy, given increasing community and stakeholder expectations for structured biodiversity planning and management.</i>	Almost Certain	Moderate	High	Manage community expectation through clear and transparent communication and leadership.
Environmental <i>If the Strategy is not adopted, there is a risk the City will lack a clear framework to guide biodiversity management in the context of a changing climate and ongoing population growth.</i>	Almost Certain	Moderate	High	Adopt and implement the Strategy as a coordinated framework, supported by partnerships with relevant government agencies, community organisations and technical stakeholders.
Service Delivery <i>If the Strategy is not adopted, implementation of biodiversity-related initiatives may be delayed, with potential impacts on coordination and competing priorities across business areas including Reserves, Sustainability and Planning Services.</i>	Almost Certain	Moderate	High	Establish governance arrangements, regularly review and prioritise the Action Plan, and integrate approved actions into relevant business planning and budget processes.
Implementation Risk <i>There is a risk that adoption raises expectations that cannot be met within available resources, leading to reputational and organisational risk.</i>	Possible	Moderate	Medium	Clear communication that actions are subject to business planning and budget decisions Annual review and prioritisation of the Action Plan
Opportunity 1: The Strategy demonstrates continued leadership and a collaborative approach to managing biodiversity in an open and transparent document.				
Opportunity 2: The Strategy will help leverage funding for projects and collaboratively work across different business areas and related strategies to achieve mutually beneficial environmental, financial and community outcomes.				
Opportunity 3: Identify actions that can be delivered through current budget and those that can be incorporated into long term financial planning and business plan.				

FINANCIAL IMPLICATIONS

41. Implementation of actions will be subject to Council consideration through the City's integrated planning, annual budget and long-term financial planning processes.
42. The Action Plan identifies an indicative funding requirement for each action and indicates whether actions may be delivered through existing resources, require additional resourcing or potentially attract external funding.

Cost	Likely order of magnitude costs
High	Over \$100,000
Medium	\$50,000 - \$100,000
Low	Under \$50,000

Funding consideration	
	The action is currently resourced and can be delivered within existing operational capacity.
	The action is currently resourced through the Annual Budget or available external grant funding.
	The action is not currently resourced and will require additional resourcing to enable implementation.
* Potential to seek external funding to resource this action.	

43. It may be possible to seek external funding to co-fund various projects.

LEGAL IMPLICATIONS

44. Adoption of the Strategy does not create new statutory or legally enforceable obligations. The Strategy has been prepared with the intention of informing future policy development, strategic planning and operational decision-making.

ENVIRONMENTAL CONSIDERATIONS

45. The Strategy provides a structured framework to support the identification, protection and management of biodiversity values across the City.
46. It consolidates existing information and aligns management approaches to address key environmental pressures including habitat fragmentation, land use change, weeds, pests, altered fire regimes and hydrological modification.
47. The Strategy also supports a more coordinated response to climate change impacts by informing priorities for conservation, restoration and land management across reserves and other natural areas.
48. The Strategy complements the recently adopted *Waterwise Albany Strategy 2026* and the City's broader urban forest planning, natural reserve management and environmental initiatives. Together, these initiatives will support the protection of biodiversity and water resources, enhance landscape values and improve community liveability.

ALTERNATE OPTIONS

49. Council may choose not to adopt the Strategy.
50. Council may request further modifications to the Strategy or Action Plan before adoption or amend the proposed priorities subject to consideration of the associated resource and implementation implications.

CONCLUSION

51. The Strategy has been prepared with considerable input from City staff, the Stakeholder Reference Group and the broader community.
52. Following Council's deferral of the item in May 2026, additional direct consultation was undertaken with community members who had raised specific matters regarding the draft Strategy.
53. The feedback received informed refinements to the Strategy, Action Plan, Technical Report, mapping outputs and online mapping tool.
54. The Strategy is supported by a detailed Technical Report prepared by Aurora Environmental, which documents the analysis and information informing the Strategy.
55. The accompanying Action Plan translates the Strategy's objectives into proposed implementation actions across planning, reserves management, operational practices and community engagement.

56. Together, the documents provide a coordinated framework to identify and assess Local Natural Areas, better recognise aquatic and upland biodiversity values, improve ecological connectivity, inform relevant planning and decision-making processes, and guide land management, restoration and community stewardship.
57. Implementation will be coordinated through the governance arrangements to be established as an initial implementation action and integrated into the City's business planning and annual budget processes. Regular monitoring and review of the Action Plan will support accountability, responsiveness to new information and continual improvement.

Consulted References		<i>City of Albany Strategic Community Plan & City of Albany Corporate Business Plan superseded by City of Albany Council Plan 2026–2031 (adopted June 2026)</i> <i>City of Albany Local Planning Scheme No. 2</i> <i>City of Albany Local Planning Strategy 2019</i> <i>Waterwise Albany Strategy 2026</i> <i>Local Government Guidelines for Biodiversity Planning (WALGA, 2023)</i>
File Number	:	EM.PLA.46
Previous Reference	:	Strategic Workshop – 18 July 2023 Post DIS Committee Presentation – 15 April 2026 DIS473 - May 2026 DIS DIS473 – May 2026 OCM

**DIS479: INITIATION TO ADOPT AMENDMENT NO. 5 TO CITY OF
ALBANY LOCAL PLANNING SCHEME NO. 2 FOR ADVERTISING**

Land Description	:	Lot Number	Registered Proprietor
		503	Anchorage Park Pty Ltd
		504	Terry R Jackson
Proponent	:	Planning Solutions	
Attachments	:	1. Scheme Amendment Report	
		2. Appendix 1 – Certificates of Title	
		3. Appendix 2 – Coastal Hazard Risk Management Report (2021)	
		4. Appendix 3 – Bushfire Management Plan (2024)	
Supplementary Information & Councillor Workstation	:	1. Cover Letter	
		2. Indicative Development Plans	
Report Prepared By	:	Senior Planning Officer	
Authorising Officer:	:	Executive Director Infrastructure, Development & Environment	

COUNCIL PLAN ALIGNMENT

- **Pillar:** Economy
- **Outcome:** A thriving, diverse and innovative regional economy that creates a diversity of opportunities.
- **Strategic Priority:** Support diversified and thriving local businesses and industries.
- **Pillar :** Infrastructure:
- **Outcome:** A vibrant city with attractive and connected spaces, supported by forward thinking and responsible planning and development.
- **Strategic Priority:** Provide the core and critical infrastructure to enable responsible and sustainable growth.

STRATEGIC IMPLICATIONS

1. In making its decision, Council is obliged to draw conclusion from its adopted *Albany Local Planning Strategy 2019* (the Planning Strategy).
2. Council is required to exercise its quasi-judicial function in this matter.
3. The *Albany Local Planning Strategy 2019* (Planning Strategy) outlines the long-term vision for land use and development in Albany. Amendment No. 5 (AMD5) is in alignment with the Planning Strategy which identifies the land as being for urban purposes.
4. Given AMD5 is consistent with the City of Albany Local Planning Strategy, the amendment is determined a 'standard' amendment to the City of Albany Local Planning Scheme No. 2 (LPS2).

Figure 1: LPS2 Map - existing additional use site (A4) area location

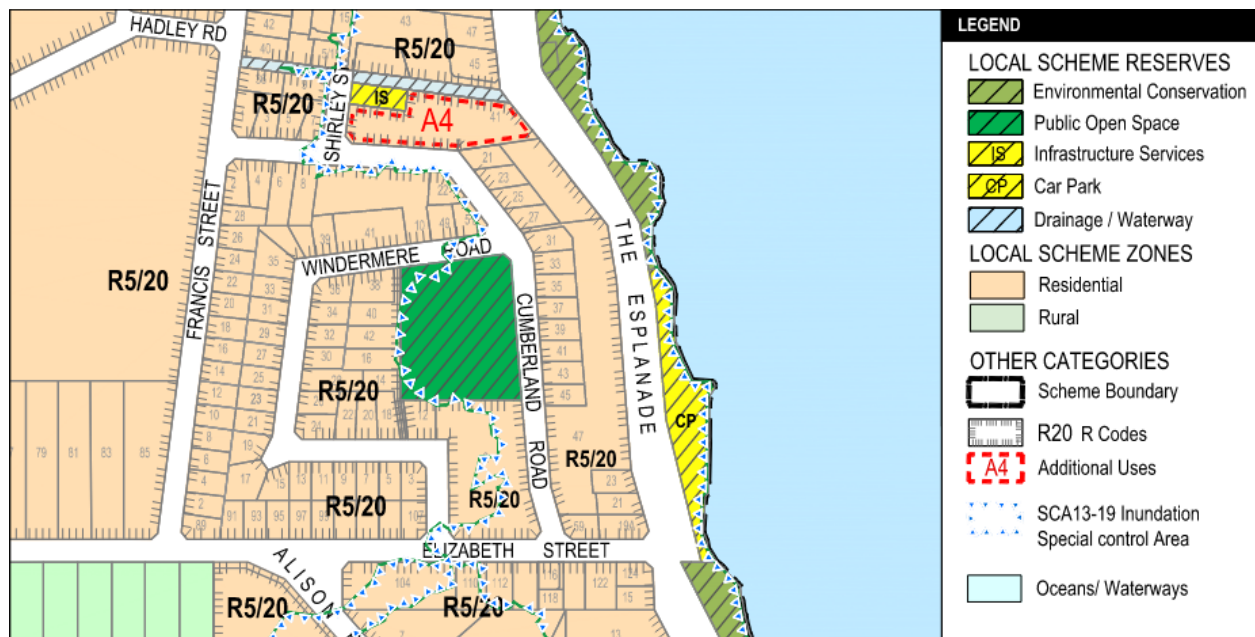
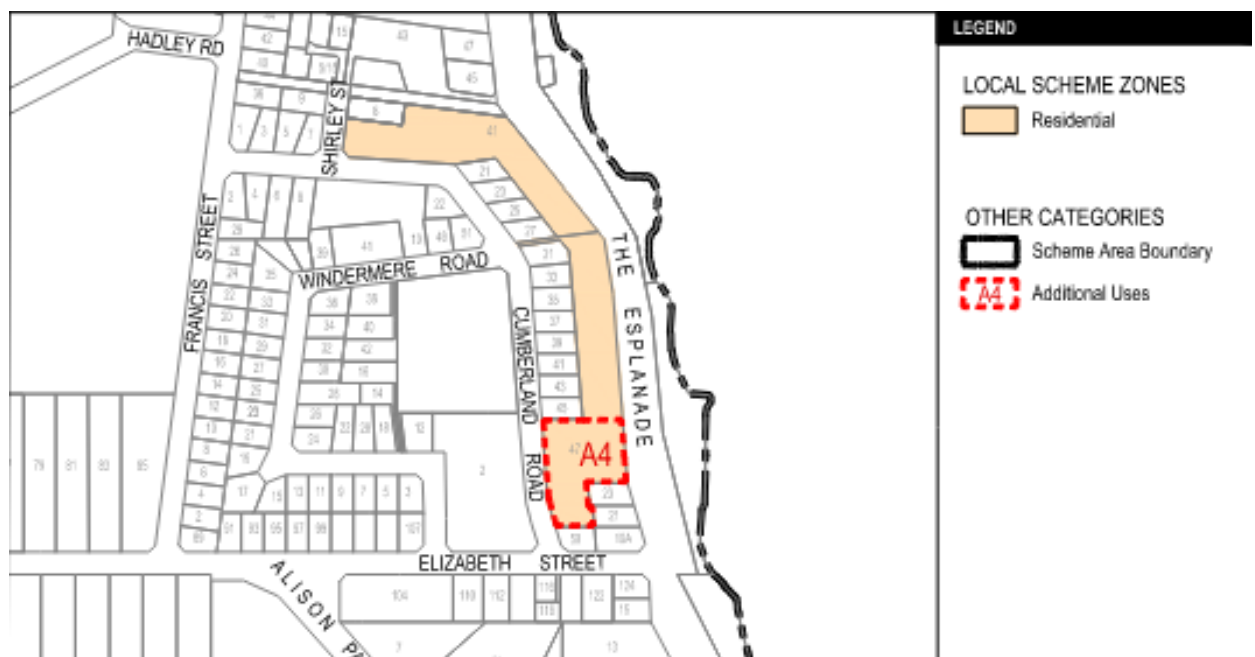


Figure 2: AMD5 LPS2 Map – proposed additional use site (A4) area location



In Brief:

- The City has received a request to amend LPS2 Text and Map relating to Additional Use No. 4 (A4), applying to land in Lower King between Cumberland Road and The Esplanade, to:
 - Update the Scheme Map by relocating the A4 area from Lot 502 (41 The Esplanade) to Lot 503 (47 Cumberland Road) (as shown in Figures 1 and 2); and
 - Modify the associated Scheme text provisions in Schedule 2 – Table 9 to include additional uses proposed by the proponent and update the existing provisions to reflect the current planning framework.
- A previous subdivision application involving residential lots on Lot 503 fronting The Esplanade was not supported, due to the identified risk of coastal hazards affecting the ability to maintain safe and reliable access being maintained to the new lots during the applicable planning timeframe (100 years).
- The proposed relocation of the A4 area from Lot 504 to Lot 503 has been identified as an alternative approach to facilitate development of Lot 503 while maintaining primary vehicle access from Cumberland Road. It also provides a more appropriate location for the additional uses to support the creation of a local activity node, taking advantage of the site's frontage to the Oyster Harbour foreshore and associated amenities, including the dual use path, public parking and private jetty.
- The proposal and supporting documentation provided to date are considered sufficient to progress to public advertising and formal consultation with relevant State agencies.
- Council is therefore requested to initiate the proposed Scheme Amendment No. 5 to LPS2 for public advertising.

RECOMMENDATION

DIS479: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR MACLAREN
SECONDED: COUNCILLOR CLARKE

THAT Council:

1. Pursuant to section 75 of the *Planning and Development Act 2005*, **RESOLVES** to initiate adoption of Amendment No.5 to replace the text in row of Schedule 2 (Table 9), with the following:

No.	Description of Land	Additional Use	
A4	Portion of Lot 503 (47) Cumberland Road.	Art Gallery (D) Exhibition Centre (D) Hotel (A) Motel (A) Reception Centre (D) Restaurant/Café (A) Small Bar (A) Shop (I) Tavern (A) Tourist Development (A)	1. Vehicle access shall only be permitted from Cumberland Road. No new vehicle crossover to The Esplanade shall be permitted unless supported by an adopted Coastal Hazard Risk Management and Adaptation Plan (CHRMAP), or other equivalent coastal hazard planning framework endorsed by the local government, demonstrating that ongoing safe and appropriate vehicle access from The Esplanade can be managed over the applicable planning timeframe. 2. Prior to the submission of any development application, a Local Development Plan shall be prepared and approved for the site. The Local Development Plan shall provide an integrated framework for the coordinated planning and development of the whole development site, comprising the land subject to Additional Use A4 provisions and the balance of Lot 503, and shall address, where relevant, the following matters: a) Coastal hazard risk management and adaptation measures, consistent with an adopted CHRMAP or other equivalent coastal hazard planning framework endorsed by the local government. b) The identification and management of an appropriate foreshore reserve, consistent with State Planning Policy 2.6 – Coastal Planning, including arrangements for the ceding of the foreshore reserve to the Crown free of cost if required through the CHRMAP or other equivalent coastal hazard management plans.

			c) Traffic management and integrated access arrangements, including vehicle access to the whole development site, the location and design of shared vehicle access points, parking areas, servicing and loading areas, and on-site vehicle manoeuvrability. d) Pedestrian and cycling access connections between the development site, Cumberland Road, The Esplanade and the adjoining foreshore reserve; e) Acoustic impacts and the protection of surrounding residential amenity, including consideration of noise-generating activities, vehicle movements and any required noise attenuation measures; f) Building envelopes to guide the siting and built form of development on the site; g) Fencing, including the location, height, design and materials of fencing, having regard to sightlines, passive surveillance and streetscape amenity; h) Waste management arrangements, including the location, design and operation of bin storage and collection areas to minimise impacts on adjoining residential properties; and i) Landscaping measures to enhance visual amenity and manage potential impacts on adjoining land uses. 3. The Shop use is restricted to a maximum of 300m² net lettable area. 4. Development shall be designed to minimise overshadowing of adjoining properties, having regard to the overshadowing provisions of the Residential Design Codes. 5. Any application for non-residential development shall be supported by appropriate traffic investigations to determine whether upgrades to the Elizabeth Street/Cumberland Road intersection are required to safely accommodate commercial vehicle access.
2. Pursuant to regulation 35(2) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, RESOLVES that the amendment is 'standard' in accordance with regulation 34 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, as it satisfies the following criteria:			

(g) any other amendment that is not a complex or basic amendment.

- 3. REFERS Scheme Amendment No. 5 to the Environmental Protection Authority, pursuant to Section 81 of the *Planning and Development Act 2005*, by giving to the EPA written notice of this resolution and such written information to enable the EPA to comply with s. 48A of the *Environmental Protection Act 1986*.**
- 4. Pursuant to r. 46A of the *Planning and Development (Local Planning Schemes) 2015*, AUTHORISES the Chief Executive Officer to forward a copy of the amendment to the Western Australian Planning Commission to seek approval from the Minister to advertise the proposed standard amendment in accordance with section 83A of the *Planning and Development Act 2005*.**
- 5. Pursuant to r. 46C of the *Planning and Development (Local Planning Schemes) Regulations 2015*, DELEGATE the Chief Executive Officer to:**
 - a) Undertake any modifications to Amendment No. 5 as required by the Minister, in accordance with s. 83A (2)(b) of the *Planning and Development Act 2005*;**
 - b) Undertake any further referrals of modified Amendment No. 5 to the EPA, if required, in accordance with s. 83A(3), s. 81 and s. 82 of the *Planning and Development Act 2005*; and**
 - c) Resubmit the modified amendment to the Minister for approval, in accordance with s. 83A (1) of the *Planning and Development Act 2005*.**
- 6. In accordance with the requirements of r. 47 (1) and (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, DELEGATE the Chief Executive Officer to ADVERTISE Amendment No. 5 to Local Planning Scheme No. 5, as soon as reasonably practicable after the Minister grants approval in accordance with s. 83A(2)(a) of the *Planning and Development Act 2005*.**

Note:

- Advertisement of Amendment No. 5 including publication of a notice to be undertaken in accordance with Part 5 Division 3 r. 47 and Schedule 2 Deemed Provisions Part 12 cl. 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, in a form approved by the Western Australian Planning Commission.**
- In accordance with Part 5 Division 1 r.35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, when the proposed amendment takes effect, the approval of any structure plans is not affected.**

CARRIED 8-0

DIS479: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR CLARKE
SECONDED: MAYOR STOCKS**

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 5-0

DIS479: AUTHORISING OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY

THAT Council:

1. Pursuant to section 75 of the *Planning and Development Act 2005*, RESOLVES to initiate adoption of Amendment No.5 to replace the text in row of Schedule 2 (Table 9), with the following:

No.	Description of Land	Additional Use	
A4	Portion of Lot 503 (47) Cumberland Road.	Art Gallery (D) Exhibition Centre (D) Hotel (A) Motel (A) Reception Centre (D) Restaurant/Café (A) Small Bar (A) Shop (I) Tavern (A) Tourist Development (A)	1.Vehicle access shall only be permitted from Cumberland Road. No new vehicle crossover to The Esplanade shall be permitted unless supported by an adopted Coastal Hazard Risk Management and Adaptation Plan (CHRMAP), or other equivalent coastal hazard planning framework endorsed by the local government, demonstrating that ongoing safe and appropriate vehicle access from The Esplanade can be managed over the applicable planning timeframe. 2.Prior to the submission of any development application, a Local Development Plan shall be prepared and approved for the site. The Local Development Plan shall provide an integrated framework for the coordinated planning and development of the whole development site, comprising the land subject to Additional Use A4 provisions and the balance of Lot 503, and shall address, where relevant, the following matters: a)Coastal hazard risk management and adaptation measures, consistent with an adopted CHRMAP or other equivalent coastal hazard planning framework endorsed by the local government. b)The identification and management of an appropriate foreshore reserve, consistent with State Planning Policy 2.6 – Coastal Planning, including arrangements for the ceding of the foreshore reserve to the Crown free of cost if required through the CHRMAP or other equivalent coastal hazard management plans. c)Traffic management and integrated access arrangements, including vehicle access to the whole development site, the location and design of shared vehicle access points, parking areas, servicing and loading areas, and on-site vehicle manoeuvrability. d)Pedestrian and cycling access connections between the development site, Cumberland Road, The Esplanade and the adjoining foreshore reserve; e)Acoustic impacts and the protection of surrounding residential amenity, including

			consideration of noise-generating activities, vehicle movements and any required noise attenuation measures; f)Building envelopes to guide the siting and built form of development on the site; g)Fencing, including the location, height, design and materials of fencing, having regard to sightlines, passive surveillance and streetscape amenity; h)Waste management arrangements, including the location, design and operation of bin storage and collection areas to minimise impacts on adjoining residential properties; and i)Landscaping measures to enhance visual amenity and manage potential impacts on adjoining land uses. 2.The Shop use is restricted to a maximum of 300m² net lettable area. 3.Development shall be designed to minimise overshadowing of adjoining properties, having regard to the overshadowing provisions of the Residential Design Codes. 4.Any application for non-residential development shall be supported by appropriate traffic investigations to determine whether upgrades to the Elizabeth Street/Cumberland Road intersection are required to safely accommodate commercial vehicle access.
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Pursuant to regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that the amendment is 'standard' in accordance with regulation 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as it satisfies the following criteria:

- (h) any other amendment that is not a complex or basic amendment.
- 2.REFERS Scheme Amendment No. 5 to the Environmental Protection Authority, pursuant to Section 81 of the *Planning and Development Act 2005*, by giving to the EPA written notice of this resolution and such written information to enable the EPA to comply with s. 48A of the *Environmental Protection Act 1986*.
- 3. Pursuant to r. 46A of the *Planning and Development (Local Planning Schemes) 2015*, AUTHORISES the Chief Executive Officer to forward a copy of the amendment to the Western Australian Planning Commission to seek approval from the Minister to advertise the proposed standard amendment in accordance with section 83A of the *Planning and Development Act 2005*.
- 4. Pursuant to r. 46C of the *Planning and Development (Local Planning Schemes) Regulations 2015*, DELEGATE the Chief Executive Officer to:
 - a)Undertake any modifications to Amendment No. 5 as required by the Minister, in accordance with s. 83A (2)(b) of the *Planning and Development Act 2005*;
 - b)Undertake any further referrals of modified Amendment No. 5 to the EPA, if required, in accordance with s. 83A(3), s. 81 and s. 82 of the *Planning and Development Act 2005*; and
 - c)Resubmit the modified amendment to the Minister for approval, in accordance with s. 83A (1) of the *Planning and Development Act 2005*.
- 5. In accordance with the requirements of r. 47 (1) and (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, DELEGATE the Chief Executive Officer to ADVERTISE Amendment No. 5 to Local Planning Scheme No. 5, as soon as reasonably

practicable after the Minister grants approval in accordance with s. 83A(2)(a) of the *Planning and Development Act 2005*.

Note:

- Advertisement of Amendment No. 5 including publication of a notice to be undertaken in accordance with Part 5 Division 3 r. 47 and Schedule 2 Deemed Provisions Part 12 cl. 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, in a form approved by the Western Australian Planning Commission.
- In accordance with Part 5 Division 1 r.35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, when the proposed amendment takes effect, the approval of any structure plans is not affected.

BACKGROUND

5. The locality surrounding the subject site began to develop during the 1970s, including low-key tourist accommodation such as the former caravan park on Alison Parade and low-density residential development.
6. In December 1980 the City of Albany's former Town Planning Scheme No. 3 (TPS3) was amended by modifying the pre-existing zoning of Motel, Rural and Residential. A portion of Lot 504 retained its 'Motel' zoning.
7. The amendment also facilitated development of the adjacent residential estate and by 1988 various roads including Elizabeth Street, Windermere Road, Cumberland Road, and The Esplanade had been constructed providing access to the new residential estate and the subject site.
8. A private jetty adjoining the subject site was also constructed around this time.
9. In 2007, the owners of Lots 503 and 504 lodged a formal request for an amendment to TPS3 to rezone Lots 503 and 504 and adjoining land from Residential and Motel to Tourist Residential (R60).
10. The amendment application to TPS3 was subsequently withdrawn however, due to the progression of the new replacement Local Planning Scheme No. 1 (LPS1) at the time, that was gazetted in April 2014.
11. LPS1 did not retain the Motel zone applying to the site and instead the land was zoned Residential, with Additional Use provisions applying to Lot 504 to permit hotel and motel development, subject to specific design and development requirements.
12. In 2020 an application was lodged with the Western Australian Planning Commission (WAPC) to subdivide Lots 503 and 504 for residential purposes.
13. Given the site's coastal location, the Department of Planning, Lands and Heritage required a coastal processes report prepared to support the application, in accordance with State planning Policy 2.6 – Coastal Planning (SPP2.6).
14. The Coastal Hazard Risk Management (CHRM) report prepared by Seashore Engineering was submitted by the applicant to DPLH in 2021.
15. The CHRM report identified that while future dwellings could potentially accommodate identified coastal hazards, The Esplanade was likely to be impacted by coastal processes within the applicable planning timeframe (100 years) — specifically access not being assured for future dwellings fronting The Esplanade on Lot 503 — and therefore the subdivision could not be supported.
16. Following the outcome of the subdivision application, the owners of Lot 503 and Lot 504 lodged a request to relocate the existing Additional Use area from Lot 504 to Lot 503, together with a number of additional tourism-related land uses.

17. However, the amendment did not proceed at the time, as Council had placed a moratorium on accepting and processing further amendments to LPS1, whilst the City progressed preparation of the new LPS2, to replace LPS1.
18. Following gazettal of LPS2 in February 2024, the proponents prepared the current amendment documentation, including supporting technical reports, and undertook preliminary discussions with the City, DPLH and other relevant agencies.
19. The proposal has subsequently evolved through ongoing discussions to ensure the amendment responds to the site's opportunities and constraints and can be supported within the current planning framework.

DISCUSSION

20. The proposed modifications to the LPS2 Text and Map have been assessed against the relevant planning framework and key planning considerations. The principal matters arising from the assessment are discussed below.

Land use & potential impacts on amenity

21. The proposed LPS2 Map amendment relocates the existing A4 area from the northern portion of Lot 504 to the southern portion of Lot 503. This responds to the identified constraints affecting residential subdivision of Lot 503 while providing a more suitable location for the proposed tourism-related development (refer Coastal considerations below).
22. The modifications to the LPS2 Text involve adding new uses Tavern (A), Shop (I), Small Bar (A), Reception Centre (D), Exhibition Centre (D), Art Gallery (D) and Tourist Development (A) to the existing list of additional uses permitted under the A4 provisions.
23. The Planning Strategy identifies the land for Urban purposes, supporting a mix of residential, commercial, community and recreational activities within existing urban areas.
24. Given the proposed commercial uses and proximity to surrounding residential development, it is important that residential amenity is protected.
25. The updated A4 conditions therefore includes the requirement for the preparation of a Local Development Plan to identify design and management measures to minimise potential impacts on adjoining residential amenity, including noise associated with the proposed land uses.
26. The proposed land uses are considered capable of being supported at the updated location, subject to a future development proposal meeting the requirements of the updated A4 area provisions as outlined under Table 9 of the LPS2 Text.
27. Officers also identified concerns regarding the ability for a tavern to be successfully accommodated on the site, with impacts on residential amenity capable of being mitigated appropriately.
28. To inform the City's initial consideration of the scheme amendment proposal, the proponents provided indicative concept plans for a potential tavern development. While the concept plans do not resolve all identified issues, they provide confidence that, in principle, the site is capable of accommodating a tavern use and go some way towards addressing officers' concerns.

Bushfire

29. The land in question is considered 'bushfire prone'. A Bushfire Management Plan (BMP) was therefore submitted with the application in accordance with the requirements of *State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP3.7)*.
30. As it stands, the proposal appears to comply with the relevant criteria of SPP3.7 however compliance will be further informed by referral of the BMP to the Department of Fire and Emergency Service (DFES), should Council resolve to initiate the proposed scheme amendment.

Coastal

31. The CHRM report prepared to support the earlier subdivision application identified coastal hazards affecting Lot 503, the eastern portion of Lot 504 and The Esplanade over the planning timeframe.
32. The CHRM report identified that coastal hazard risk could potentially be managed with adaptation measures such as:
 - Development of new lots subject to minimum finished floor levels of 2.5AHD; and
 - Management (protection) of the foreshore by the City.
33. City officers advised that future land use and development should not rely on adaptation or management measures, such as foreshore protection works, that have not been identified through an appropriate coastal management planning framework or committed through future funding.
34. To progress subdivision application of the unconstrained portions of the site, the proposal was modified to remove new lots from Lot 503 that directly fronted The Esplanade.
35. While the CHRM report identifies the site's coastal hazards, longer-term adaptation planning will be informed by the preparation of a coastal risk adaptation and management plan (CHRMAP) for Oyster Harbour– the City is expected to commence the first stage of the CHRMAP later this year.
36. The CHRMAP will consider the coastal processes of Oyster Harbour as a whole system and identify adaptation and risk management measures, following investigations such as assessment of asset vulnerability and cost benefit analysis.
37. In addition to addressing coastal hazards, SPP 2.6 also requires the ceding of a foreshore reserve free of cost to the Crown, typically during the subdivision or development process, to provide for public access, recreation, conservation, and management, taking into account coastal processes and climate change impacts within the applicable planning timeframe.
38. Accordingly, the modified A4 provisions include requirements to:
 - Restrict primary vehicle access to The Esplanade from the site servicing any new development – applicable to the A4 area over the southern portion of Lot 503 and also the balance of the remaining area of Lot 503;
 - Ensure the siting and design of development consistent with a CHRMAP or equivalent coastal hazard management framework, endorsed by the local government; and
 - Identify an appropriate foreshore reserve for ceding to the Crown and ensure public access to waterways is maintained within the planning timeframe.

Vehicle access

39. Consistent with the coastal hazard assessment, all primary vehicle access is proposed to be from Cumberland Road. This requirement is reflected in the proposed Scheme text to provide certainty for future development.
40. Difficulties may arise in this regard due to access restrictions from The Esplanade and the associated requirement to gain access from Cumberland Avenue adjacent existing residential development.
41. To ensure considerations such as traffic management and integrated access arrangements, including vehicle access to the whole development site, the location and design of shared vehicle access points, parking areas, servicing and loading areas, and on-site vehicle manoeuvrability can be adequately addressed prior to lodgement of a formal development application of the site, it is recommended to extend the requirement for a Local Development Plan to address both the portion of Lot 503 subject to the A4 provisions and the remaining balance of Lot 503.

42. A future development application would then be accompanied by an appropriate Traffic Impact Statement or similar, addressing relevant matters identified in the LDP, such as informing siting and design of crossovers, design and movement of parking areas, waste collection, loading areas and any required upgrades to local roads or footpaths.
43. Based on the assessment above, officers consider the proposal is suitable to progress to public advertising and formal consultation with relevant government agencies.

GOVERNMENT & PUBLIC CONSULTATION

44. Should the Council and the Commission resolve to advertise the scheme amendment, advertising to public and government agencies is undertaken for a minimum period of 42 days.

STATUTORY IMPLICATIONS

45. The proposed amendment has been prepared and assessed in accordance with the requirements of the *Planning and Development Act 2005* (Planning Act) and the Planning Regulations.
46. Pursuant to regulation 34 of the Planning Regulations, the amendment is considered to be a standard amendment, as it satisfies the following criterion:
(g) any other amendment that is not a complex or basic amendment.
47. Should Council resolve to initiate the amendment, it will be referred concurrently to the Environmental Protection Authority under section 81 of the Planning Act and submitted to the WAPC seeking the Minister's approval to advertise the proposed amendment under section 83A of the Act.
48. If approval to advertise is granted, the amendment will be publicly advertised in accordance with the requirements of the Planning Regulations before being reported back to Council for consideration of submissions and a recommendation on whether to adopt the amendment, with or without modification.

POLICY IMPLICATIONS

49. Future non-residential development proposed is required to comply with the City's *Local Planning Policy 2.1 – Non-Residential Development in the Residential Zone*.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Operational: The amendment may facilitate development that is incompatible with surrounding residences and coastal processes.	Possible	Minor	Low	Approving the amendment subject to additional scheme text requiring the provision of appropriate technical reports to inform a local development plan prior to the lodgement of a development application. .
Opportunity: Facilitates the development of a constrained site and locating the activity node in a more strategic and functional position.				

FINANCIAL IMPLICATIONS

51. The costs associated with advertising and processing are fully recovered from applicants through the applicable fees.

LEGAL IMPLICATIONS

52. There are no legal implications relating to advertising of the proposed scheme amendment.

ENVIRONMENTAL CONSIDERATIONS

53. The land is subject to both bushfire and coastal hazards.
54. A Bushfire Management Plan has been prepared, identifying areas subject to moderate and low bushfire risk, together with the associated measures for implementation.
55. A CHRM report was prepared for the site as part of the subdivision process (Attachment 3). The Plan indicates Lot 503 and the eastern portion of Lot 504, along with The Esplanade directly in front (east) of the lots to be imminently at risk of coastal hazards within the planning timeframe

ALTERNATE OPTIONS

56. Council may decide not to support advertising or to support advertising subject to submission of additional information and/or other modifications, prior to forwarding the proposal to the WAPC for approval to advertise.

CONCLUSION

57. Proposed AMD5 seeks to relocate the existing Additional use area A4 from Lot 504 to a portion of Lot 503 and update the associated Scheme text to facilitate a broader range of tourism-related land uses, while reflecting the current planning framework and site-specific constraints.
58. The proposed amendment responds to the site's identified coastal hazard constraints by relocating the Additional Use area to facilitate an alternative form of development, while incorporating updated provisions requiring future development to appropriately address matters including coastal hazard risk management, vehicle access, traffic, residential amenity and foreshore planning.
59. The proposed land uses are considered appropriate for the site, subject to the requirements of the amended Scheme provisions and further detailed assessment through future local development planning and development application processes.
60. Accordingly, officers consider the proposed amendment is suitable to progress to public advertising and formal consultation with relevant government agencies, and Council is requested to initiate AMD5 to LPS2.

Consulted References	• <u>Local Planning Scheme No. 2</u> • <u>Planning and Development Act 2005</u> • <u>Planning and Development (Local Planning Schemes) Regulations 2015</u> • <u>State Planning Policy 2.6 – Coastal Planning</u> • <u>State Planning Policy 3.7 – Bushfire.</u>
File Number	AMD005
Previous Reference	N/A

DIS480: PLANNING AND BUILDING REPORTS JULY 2026

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

RECOMMENDATION

DIS480: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON
SECONDED: DEPUTY MAYOR TERRY

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

CARRIED 8-0

DIS481: C26019 PANEL OF SUPPLIERS – EXTRUDED CONCRETE KERBING AND/OR ASPHALT

Proponent / Owner : City of Albany
Report Prepared By : Operations Administration Coordinator
Authorising Officer: : Executive Director Infrastructure, Development & Environment

COUNCIL PLAN ALIGNMENT

- **Pillar:** Leadership
- **Outcome:** A well-governed city with visionary leadership and strong trusted partnerships, that uses resources wisely to meet local needs.
- **Strategic Priority:** Deliver optimised asset and financial management with planned capital improvements.
- **Pillar:** Infrastructure
- **Outcome:** A vibrant city with attractive and connected spaces, supported by forward thinking and responsible planning and development.
- **Strategic Priority:** Provide the core and critical infrastructure to enable responsible and sustainable growth.

In Brief:

- Tender to establish a panel of preferred contractors supply extruded concrete kerbing and/or asphalt to the City of Albany.
- The contract will commence for an initial period from 1 September 2026 or the date of award (whichever occurs later) and run until 31 August 2027, with up to three further one-year extension options subject to mutual agreement and price negotiation.

RECOMMENDATION

DIS481: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR STEPHENS
SECONDED COUNCILLOR MCKINLEY

THAT Council:

APPOINT the tenderers recommended by the evaluation panel, as detailed in the Confidential Briefing Note attached to this report, to the relevant Kerbing and/or Asphalt supplier panels under Contract C26019, and ACCEPT their tendered rates.

CARRIED 8-0

BACKGROUND

1. The City of Albany (“the City”) is seeking to establish a “Panel of Suppliers” for the supply and application of:-
 - a. Premixed concrete and the construction of extruded concrete kerbing along roads and car parks (“Concrete Works”); and
 - b. Hot mix asphalt on roads (“Asphalt Works”).
2. A panel of suppliers has worked well in the past and given multiple businesses the opportunity to provide the goods and services. In the past, one supplier has been unable to provide all the goods and services in a timely manner.
3. The panel will form the City’s preferred supplier list, with requests for work directed to panel members in the first instance.
4. For each requirement, the City will assess which panel member is suitable for the required scope and available to meet the City’s timeframe. If that contractor is unavailable, the City will approach another suitable panel member.
5. The City may engage other contractors where panel members are unable to deliver. The City does not guarantee the amount of work offered to any panel member.
6. Tenderers had the option of tendering for either the Asphalt or Kerbing portions of the Contract, or both portions.

DISCUSSION

7. A total of forty-nine (49) tender documents were issued by the City of Albany.
8. Five (5) completed tender documents were submitted on or before the advertised closing date and time.
9. Tenderers were asked to provide a schedule of rates to allow for prices to suit a range of kerbing requirements and/or for the supply of asphalt.

Evaluation of Tenders

10. The tender panel evaluated tenders using the weighted criteria methodology across five (5) areas, shown in Table 1.

Table 1 – Evaluation Criteria for both SPA Kerbing and SPA Asphalt

Criteria	% Weighting
Cost	20%
Relevant Experience	25%
Key Personnel Skills and Experience	20%
Tenderer’s Resources	30%
Environmental, Social, and Governance	5%
Total	100%

11. Three (3) Contractors have been selected for kerbing, with two (2) of those Contractors also recommended to supply asphalt services. A total of four (4) Contractors have been selected for asphalt works.
12. The following tables summarise the recommended tenderers and overall evaluation scores applicable to each category. The rates are not included in the table because they are “commercial in confidence” and will not be made publicly available.

Table 2(a) – Summary of Tender Submissions Kerbing

Tenderer	Weighted Score
Tenderer E	766.67
Tenderer A	658.41
Tenderer B	535.00

Table 2(b) – Summary of Tender Submissions Asphalt

Tenderer	Weighted Score
Tenderer A	717.74
Tenderer B	627.43
Tenderer C	529.02
Tenderer D	524.14

13. Tenderer E in the Kerbing ranked highest with the highest weighted score.
14. Tenderer A in the Asphalt ranked highest with the highest weighted score.

GOVERNMENT & PUBLIC CONSULTATION

15. A request for tenders was published in the West Australian on Monday 6 July 2026 and the Albany Extra on Tuesday 7 July 2026.

STATUTORY IMPLICATIONS

16. Regulation 11 of the Local Government (Functions and General) Regulations 1996 (Regulations) requires Council to publicly tender if the contract is, or is expected to be, more, or worth more than \$250,000.00.
17. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
18. Regulation 19 of the Regulations requires Council to advise each tenderer in writing of Council's decision.

POLICY IMPLICATIONS

19. The City of Albany Purchasing Policy (Tenders and Quotes) and Buy Local Policy (Regional Price Preference) are applicable to this item.
20. The value of this tender is expected to exceed \$1,000,000.00, and therefore Council approval is required as this exceeds the CEO's delegation.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Organisational Operations. Delays in achieving the capital works and maintenance program.	<i>Unlikely</i>	<i>Major</i>	<i>High</i>	<i>Approve the recommended panel.</i>
Reputation & Financial. Appointing a single contractor may reduce capacity, continuity and competitive tension. This may affect delivery resilience and value for money.	<i>Unlikely</i>	<i>Major</i>	<i>High</i>	<i>Approve the recommended panel. A multi-supplier panel supports competition and provides alternative delivery capacity.</i>
Legal & Compliance. Non-compliance with Contract or business failure	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods and services.</i>
Opportunity: To provide flexibility in project delivery.				

FINANCIAL IMPLICATIONS

22. Tenderers were required to provide a schedule of rates. The supply of products is budgeted for in the capital works and maintenance budgets. The tendered prices are within those allocations.
23. The cost per job will be included in the specific budget line item.

LEGAL IMPLICATIONS

24. Nil

ENVIRONMENTAL CONSIDERATIONS

25. Nil

ALTERNATE OPTIONS

26. Council can accept or reject the tenders as submitted.

CONCLUSION

27. The City has undergone a competitive process in line with the relevant legislation and established policies.

Consulted References	:	<i>Local Government (Functions and General) Regulations 1996</i> <i>Council Policy: Buy Local Policy (Regional Price Preferences)</i> <i>Council Policy: Purchasing Policy (Tenders and Quotes)</i>
File Number	:	C26019
Previous Reference	:	C23015

DIS482: C26012 PANEL OF SUPPLIERS – CIVIL PLANT AND EQUIPMENT

Proponent / Owner : City of Albany
Report Prepared By : Operations Administration Coordinator
Authorising Officer: : Executive Director Infrastructure, Development & Environment

7.42PM: Deputy Mayor Terry declared a Financial Interest in this item and left the Chamber.

COUNCIL PLAN ALIGNMENT

- **Pillar:** Leadership
- **Outcome:** A well-governed city with visionary leadership and strong trusted partnerships, that uses resources wisely to meet local needs.
- **Strategic Priority:** Deliver optimised asset and financial management with planned capital improvements.
- **Pillar :** Infrastructure
- **Outcome:** A vibrant city with attractive and connected spaces, supported by forward thinking and responsible planning and development.
- **Strategic Priority:** Provide the core and critical infrastructure to enable responsible and sustainable growth.

In Brief:

- Tender to appoint preferred contractors to a Panel of Suppliers for “wet” and “dry” hire of civil plant and equipment.
- The Contract will run from the date of award to 30 June 2027, with two optional twelve (12) month extensions, subject to mutual agreement and negotiated pricing.

RECOMMENDATION

DIS482: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

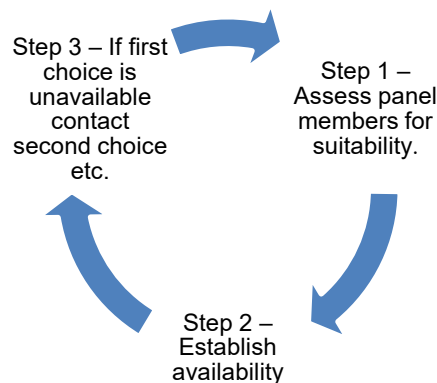
MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR CLARKE

THAT Council ACCEPT the tendered rates and APPOINT the eighteen (18) compliant tenderers recommended by the evaluation panel to C26012 Panel of Suppliers – Civil Plant and Equipment, as detailed in the Confidential Briefing Note.

CARRIED 7-0

ACKGROUND

1. The City of Albany (“the City”) is seeking to establish a “Panel of Suppliers” for the supply of civil plant and equipment.
2. This Panel of Suppliers shall consist of Contractors prepared to “wet” and/or “dry” hire civil plant and equipment to the City. The term “wet” hire refers to the hire of equipment with an operator and “dry” hire refers to hire of equipment without an operator.
3. This Panel will be the City’s preferred source of civil plant and equipment hire. Panel members will be considered before other suppliers, subject to suitability, availability and value for money for each requirement.
4. In order to better reflect the nature of works being requested of panel members, the City revised the panel from previous iterations to include two separate price schedules.
5. The City’s primary requirement is for wet-hire plant and equipment. The City may also consider dry-hire submissions where they meet its operational requirements.
6. As timely mobilisation of plant and equipment is critical to the City’s operations, the evaluation considered the location of each Tenderer’s depot or operating base relative to the City of Albany Works Depot at 61 Mercer Road, Walmsley, and their ability to efficiently mobilise resources to meet the City’s operational requirements.
7. For each requirement, the City will identify the panel member best suited to provide fit-for-purpose plant and, where applicable, an appropriately experienced operator, then confirm availability using the methodology below.



8. In applying the process above, the City will consider the job requirements, operator experience (where known), additional plant needs, efficient delivery, timeframe, mobilisation and overall value for money.
9. The panel is intended to provide flexibility to engage suppliers for individual works based on operational requirements. Tenderers were therefore asked to provide day rates.
10. During a wet hire period and in the event the machine hired is not being utilised at the time the operator may be instructed by the City of Albany Representative to work on other tasks.
11. This arrangement would maximise operator use and would only occur by agreement with the Contractor and the City of Albany Representative.

DISCUSSION

12. The tender documentation recorded one hundred and eighty-one (181) accesses, with one hundred (100) tender documents issued.
13. Tenderers were asked to provide hire rates for various items of plant. These preferred suppliers will be used on an “as and when” required basis with no guarantee of the amount of work required by the City.
14. Should there be a requirement for other equipment not on the preferred supplier listing, then the normal procedure for quoting of these services will apply.
15. To simplify engagement of Contractors, mobilisation and demobilisation were priced using the “low loader wet hire rate”.
16. The tender documents included evaluation criteria using the weighted attribute method. This method scores each criterion and applies the nominated weighting to determine an overall score for each tender. The criteria are shown below:

Criteria	% Weight
Cost	5
Relevant Experience	20
Key Personnel Skills and Experience	25
Tenderer's Resources	25
Environmental, Social and Governance (“ESG”)	5
Demonstrated Understanding	20
Total	100

17. Twenty (20) submissions were received by the stipulated closing date and time, of which eighteen (18) were compliant and two (2) were non-compliant.
18. As per Regulations, the tender documents initially stated the City's intention to appoint up to fifteen (15) contractors to the Panel of Suppliers. However, given the high calibre of submissions and anticipated upcoming works, the evaluation panel recommends appointing all eighteen (18) compliant tenderers.
19. The following table summarises the recommended tenderers and overall evaluation scores. The weighted score was calculated by averaging all plant pricing items submitted, whether wet or dry, and applying the buy local price reduction to produce an adjusted price for evaluation.

Tenderer	Weighted Score
Tenderer A	711.58
Tenderer B	708.09
Tenderer C	706.85
Tenderer D	701.27
Tenderer E	673.00
Tenderer F	671.07
Tenderer G	643.75
Tenderer H	638.52
Tenderer I	637.50
Tenderer J	630.17
Tenderer K	628.16
Tenderer L	619.44
Tenderer M	568.91
Tenderer N	565.71
Tenderer O	555.50
Tenderer P	552.69
Tenderer Q	530.87
Tenderer R	499.65

GOVERNMENT & PUBLIC CONSULTATION

20. A request for tenders was published in the West Australian on Friday 10 July 2026 and the Albany Extra on Tuesday 14 July 2026.

STATUTORY IMPLICATIONS

21. Regulation 11 of the Local Government (Functions and General) Regulations 1996 (Regulations) requires Council to publicly tender if the Contract is, or is expected to be, more, or worth more, than \$250,000.00.
22. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
23. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

POLICY IMPLICATIONS

24. The City of Albany Tender Policy and Regional Price Preference Policy are applicable to this item.
25. The anticipated value of this tender is expected to be in excess of \$1,000,000.00 and therefore Council approval is required as it exceeds the CEO's delegated authority.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Organisational Operations. Delays in achieving the capital works and maintenance program.	Unlikely	Major	High	Approve the recommended panel.
Reputation & Financial. Reduced supplier capacity and competition if a panel arrangement is not established.	Unlikely	Major	High	Appoint a broad panel to maintain supplier capacity, competition and delivery flexibility.
Legal & Compliance. Non-compliance with Contract or business failure	Unlikely	Moderate	Medium	General conditions of contract allow for contract termination on the basis of failure to supply goods and services.
Opportunity: To provide flexibility in project delivery.				

FINANCIAL IMPLICATIONS

27. The value of this tender exceeds \$1,000,000.00 and therefore the approval is referred to Council for consideration.
28. Tenderers were required to provide a schedule of rates for plant hire. Expenditure under the panel will be met from approved capital works and maintenance budgets as individual works are undertaken. The tendered rates are within the relevant budget allocations.

LEGAL IMPLICATIONS

29. Nil

ENVIRONMENTAL CONSIDERATIONS

30. Nil

ALTERNATE OPTIONS

31. Council may accept or reject the tenders as submitted.

CONCLUSION

32. The City has undertaken a competitive tender process in line with relevant legislation and established policies. Appointment of the recommended panel will provide access to a range of civil plant and equipment to support delivery of the City's works program.

Consulted References	:	• <i>Local Government (Functions and General) Regulations 1996</i> • <i>Council Policy: Buy Local Policy (Regional Price Preferences)</i> • <i>Council Policy: Purchasing Policy (Tenders and Quotes)</i>
File Number	:	C26012
Previous Reference	:	C23008

7.43PM: Deputy Mayor Terry returned to the Chamber. Deputy Mayor Terry was not present during the discussion and vote for this item.

PR018 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW

Proponent / Owner	: City of Albany.
Attachments	: CONFIDENTIAL CEO Annual Appraisal Report prepared by Learning Horizons , including the Chief Executive Officer KPI's for 2026-27
Report Prepared By	: Executive Officer Governance Confidential Attachment prepared by Learning Horizons
Authorising Officer:	: Executive Officer Governance

The confidential attachment contains information related to the performance appraisal of the Chief Executive Officer and is confidential under section 5.23(2)(b) of the Local Government Act 1995, as it relates to a matter affecting an employee.

7.44PM: The Chief Executive Officer Mr Andrew Sharpe declared a Financial Interest I this item and left the Chamber.

COUNCIL PLAN ALIGNMENT

1. This item relates to the following elements of the City of Albany Council Plan:

- **Pillar:** Leadership.
- **Outcome:** Lead as a community focused, values-led Council.

In Brief:

- The CEO Performance Review Committee has completed the annual performance review of the Chief Executive Officer for the 2025-26 performance period in accordance with the City's CEO Performance Review Process Policy and the requirements of the Local Government Act 1995.
- The review process included an independent facilitated performance appraisal, incorporating feedback from elected members, the Chief Executive Officer's self-assessment and consideration of performance against the agreed Key Performance Indicators (KPIs).
- The CEO Performance Review Committee has determined that the Chief Executive Officer has met or exceeded the performance expectations for the review period.
- This report seeks Council's endorsement of the CEO Performance Review Committee's recommendations, including the adoption of the Chief Executive Officer's Key Performance Indicators for the 2026-27 performance period.

RECOMMENDATION

PR018: RESOLUTION
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR STEPHENS
SECONDED: COUNCILLOR CLARKE

THAT Council:

1. **NOTE** the completion of the Chief Executive Officer's annual performance review for the 2025-26 performance period in accordance with the City's CEO Performance Review Process Policy and the requirements of the Local Government Act 1995.
2. **ADOPT** the Chief Executive Officer Performance Review Committee recommended Key Performance Indicators for the 2026-27 review period and the associated recommendations contained in the confidential CEO Annual Appraisal Report.

CARRIED 8-0

PR018: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR STEPHENS
SECONDED: COUNCILLOR MCKINLEY

THAT the Authorising Officer Recommendation be ADOPTED.

CARRIED 4-0

PR018: AUTHORISING OFFICER RECOMMENDATION

THAT Council:

1. NOTE the completion of the Chief Executive Officer's annual performance review for the 2025-26 performance period in accordance with the City's CEO Performance Review Process Policy and the requirements of the Local Government Act 1995.
2. ADOPT the Chief Executive Officer Performance Review Committee recommended Key Performance Indicators for the 2026-27 review period and the associated recommendations contained in the confidential CEO Annual Appraisal Report.

BACKGROUND

2. On 3 February 2021, amendments arising from the *Local Government Legislation Amendment Act 2019* came into effect, introducing new governance requirements for the recruitment, performance review and termination of local government Chief Executive Officers.
3. Section 5.39a of the *Local Government Act 1995* requires local governments to adopt and comply with the Model Standards prescribed in the *Local Government (Administration) Regulations 1996* relating to CEO recruitment, performance and termination.
4. The City's CEO Performance Review Process Policy and the CEO's contract of employment have been developed to ensure compliance with these legislative requirements and establish the process for undertaking the annual performance review.

DISCUSSION

Review Panel

5. The CEO Performance Review Process Policy describes the composition of the Performance Review Panel as consisting of the Mayor and three Councillors appointed by resolution of Council.
6. The CEO Performance Review Committee members for the 2025/26 review period are:
 - Mayor Stocks;
 - Councillor Terry;
 - Councillor Stephens; and
 - Councillor McKinley.

Independent Facilitator

7. To provide an independent and transparent review process, the CEO Performance Review Committee, supported by Council, determined to engage Ms Helen Hardcastle of Learning Horizons for the 2025/26 review.
8. In addition to facilitating the CEO Performance Review Committee meetings, Ms Hardcastle's service included the distribution of the appraisal questionnaire to all Councillors, collation of appraisal responses and preparation of the Confidential Attachment to this report.

Review Process

The key milestones of the review process are summarised below:

2026 Annual CEO Performance & KPI Review

Date	Action
10 July	Mayor to advise of commencement of CEO Performance Review process
21 July	CEO Performance Review Committee to meet with consultant to discuss process
21 July	CEO to provide in-person “Year in Review” presentation to Councillors and the CEO Performance Review Committee – high level overview of organisational performance and performance against the CEO’s KPIs.
22 July	Completed CEO self-assessment to be provided to Elected Members
22 July	Consultant to distribute questionnaire to Councillors and seek feedback on CEO performance and KPIs for 2025-26.
4 August	Questionnaire closes. Consultant to collate elected member feedback and prepare a report for the CEO Performance Review Committee.
13 August	CEO Performance Review Committee to meet with the Consultant to review written report and set KPIs for the forthcoming review period. Consultant to attend in person.
18 August	CEO Performance Review Committee to brief Council as part of the August Strategic Workshop.
25 August	Final report presented to Council.

9. Elected Members were provided with the appraisal questionnaire and the opportunity to provide feedback. Feedback was received from all elected members.
10. An aggregated summary of the feedback, ratings and comments from Elected Members was presented at a briefing for the Performance Review Committee meeting held on 18 August 2026.
11. The CEO’s formal appraisal meeting was held on 13 August 2026. In attendance were the members of the CEO Performance Review Committee, Ms Helen Hardcastle (Learning Horizons) and Mr Andrew Sharpe, the Chief Executive Officer.

Review Outcomes

12. Based on the aggregate feedback received from elected members, together with the formal performance review discussion, the CEO Performance Review Committee determined that the Chief Executive Officer met or exceeded performance expectations during the 2025-26 review period.
13. The CEO Performance Review Committee’s full recommendations are detailed in the confidential attachment to this report.

Key Performance Indicators (KPIs)

14. Discussion of the CEO’s KPIs for the 2026-27 period was held during the CEO Performance Review Committee Strategic Briefing to Council on the 18 August 2026.
15. All Councillors were provided with the opportunity to discuss and prioritise outcomes for the City for the next review period. The CEO Performance Review Committee considered the feedback of all Councillors in the development of the 2026/27 CEO KPIs.
16. The proposed CEO KPIs for the 2026-27 review period are provided in the confidential attachment to this report.

GOVERNMENT & PUBLIC CONSULTATION

17. Not Applicable

STATUTORY IMPLICATIONS

18. The CEO Performance Review has been undertaken in accordance with the *Local Government Act 1995*:
- 5.39A. Model standards for CEO recruitment, performance and termination.
 - 5.39B. Adoption of model standards.
19. *Local Government (Administration) Regulations 1996*:
- 18FA. Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1)).
 - Schedule 2 Division 3 – Standards for review of performance of CEOs
20. The review has also been conducted in accordance with the City's CEO Performance Review Process Policy and the Chief Executive Officer's Contract of Employment.
21. Voting requirement for this item is **ABSOLUTE MAJORITY**.

POLICY IMPLICATIONS

22. CEO Performance Review Process Policy.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Legal. Failure to conduct the CEO performance review in accordance with legislative requirements, the CEO Contract of Employment of the City's CEO Performance Review Process Policy.	Unlikely	Major	High	Review is undertaken in accordance with legislative requirements, supported by an independent external facilitator and overseen by the CEO Performance Review Committee.

FINANCIAL IMPLICATIONS

24. The CEO's remuneration package is included in the current 2026-27 budget.

LEGAL IMPLICATIONS

25. This report complies with the requirements of section 5.39b of the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and the CEO's Contract of Employment.
26. The annual performance review has been undertaken in accordance with the City's adopted CEO Performance Review Process Policy.

ENVIRONMENTAL CONSIDERATIONS

27. Not applicable.

ALTERNATE OPTIONS

28. Council may:

- Adopt the recommendations of the CEO Performance Review Committee;
- Amend the proposed Key Performance Indicators before adoption; or
- Refer the matter back to the CEO Performance Review Committee for further consideration.

CONCLUSION

29. The annual performance review of the Chief Executive Officer has been completed in accordance with the City's adopted process and legislative requirements. The CEO Performance Review Committee has considered feedback from elected members and recommends the adoption of the CEO Key Performance Indicators for the 2026-27 review period.
30. Adoption of the recommendations will enable the agreed performance objectives to be incorporated into the CEO's ongoing performance management framework.

Consulted References	:	<i>Local Government Act 1995</i> <i>Local Government (Administration) Regulations 1996</i> <i>Local Government Legislation Amendment Act 2019</i> <i>CEO Performance Review Process</i>
File Number	:	PE.PAP.9
Previous Reference	:	OCM 26/08/2025 Report Item PR017

7.49PM: The Chief Executive Officer Mr Andrew Sharpe returned to the Chamber. Mr Sharpe was not present during the discussion and vote for this item.

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

Councillor MacLaren withdrew this Notice of Motion.

Date and Time Received: Thursday 23 July 2026 at 2.17pm.

15.1: NOTICE OF MOTION BY COUNCILLOR MACLAREN
VOTING REQUIREMENT: SIMPLE MAJORITY

THAT Council support the following ALGA position requesting fair untied funding for Local Government being presented, and debated, at the WALGA AGM to be held on Thursday September 17 2026:

That the Australian Parliament act and deliver fairer funding of an immediate increase of \$3.5 billion, restoring Financial Assistance Grants to 1% of federal taxation revenue annually.

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

There being no further business the Mayor declared the meeting closed at **7.57PM**.

(Unconfirmed Minutes)

Gregory B Stocks
MAYOR