

15.0 STRATEGIC PLANNING

- I N D E X -

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- R E P O R T S -

15.1 COMMUNITY PLANNING

15.1.1 Request For Financial Assistance For Cheyne Inlet Project And For Permission To Open The Cheyne Inlet Bar

| | | |
|-------------------------------|---|--|
| File/Ward | : | STR004 KalganWard |
| Proposal/Issue | : | Request for financial assistance for Cheyne Inlet project and for permission to open the Cheyne inlet bar. |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Project Officer - Research (D Giles) |
| Previous Reference | : | Nil |
| Summary Recommendation | : | Council advises Albany Eastern Hinterland Landcare Group that no funds have been allowed in the current budget for the purpose requested but that Council would support an application for Coastcare funding for the proposed Cheyne Inlet project. Council gives permission to open the bar in 2000 subject to certain conditions. |
| Locality Plan | : | N/A |

BACKGROUND

1. As a result of a community meeting, Council received a letter from the Wellstead community on 22 June requesting:
 - \$1000 towards a study of the Cheyne Inlet (\$1000 has been requested from the Water and Rivers Commission);

Item 15.1.1 continued

- permission to open the Cheyne Inlet bar in 2000 when high rainfall is imminent and on condition the City of Albany and the Water and Rivers Commission are immediately notified; and
 - \$250 towards the cost of opening the bar (\$250 has been requested from the Water and Rivers Commission).
2. The Wellstead community recently received a Coastcare grant for a study of 'the impact of coastal and hydrodynamic processes on the condition of the Beaufort Inlet and wishes to use the same consultant for a smaller study of the Cheyne Inlet.
 3. The Wellstead community has a strong history of involvement in coastal management including the development of a Coastcare funded management plan for Cheyne Bay.

STATUTORY REQUIREMENTS

4. Due to the unknown potential environmental impact of opening the bar at Cheyne Inlet, (the action thus becoming potentially subject to the Environmental Protection Act), the Environmental Protection Authority (EPA) will need to be informed if permission is given by Council to open the bar. As the land is unallocated Crown Land, DOLA should also be informed.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

5. No funds have been allowed in the current budget for the purposes requested (study of the Cheyne Inlet and the opening of the bar).

STRATEGIC PLAN IMPLICATIONS

6. The Cheyne Inlet study project would facilitate the following strategic plan objectives:
 - Built and Natural Environment, Parks and Reserves, Objective 1.
 - Built and Natural Environment, Planning, Objective 3.
 - Built and Natural Environment, Environment / Conservation, Objective 1.

COMMENT/DISCUSSION

7. The proposed study project has considerable merit. However, no funds have been allowed in the current budget for the project.

Item 15.1.1 continued

8. On the basis of the community's history of involvement in coastal management and successful funding from Coastcare for other projects, the proposed study project would have an excellent chance of being funded by Coastcare. The drawback for the proponents is that it would be eighteen months or so before Coastcare funds were received.
9. Council could request the Water and Rivers Commission to extrapolate findings from the Beaufort Inlet study to the Cheyne Inlet.
10. The blocking of the channel at Cheyne Inlet by sedimentation has resulted from human activities within the catchment. The impact of opening the bar and whether or not it would be beneficial is not known.
11. The Water and Rivers Commission and the Regional Coastal Facilitator have indicated their cautious support for the bar to be opened on the basis of local community knowledge and desire, and on condition the impact is closely monitored by the community in partnership with the Water and Rivers Commission.

RECOMMENDATION

THAT Council:

1. advises the Albany Eastern Hinterland Landcare Group:
 - that no funds have been allowed in the current budget for the study project or opening of the bar, but that the project has considerable merit and that Council would support an application for Coastcare funding;
 - that Council gives permission to open the bar at Cheyne Inlet on condition that a high rainfall event is imminent, the Water and Rivers Commission, the City of Albany, DOLA, Fisheries and the EPA are informed immediately prior to the opening, and the impact of opening the bar is closely monitored by the community, in partnership with the Water and Rivers Commission; and
 - that Council will write to the Water and Rivers Commission requesting assistance to extrapolate findings from the Beaufort Inlet study to the Cheyne Inlet and to request the Water and Rivers Commission to monitor the impact of opening the bar, in partnership with the community.
2. requests the Water and Rivers Commission to provide research assistance to extrapolate findings from the Beaufort Inlet study to the Cheyne Inlet; and
3. requests Water and Rivers Commission monitor the impact of opening the bar, in partnership with the community.

Voting Requirement Simple Majority

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Item 15.1.1. continued

AMENDED RECOMMENDATION

THAT Council:

1. advises the Albany Eastern Hinterland Landcare Group:
 - that no funds have been allowed in the current budget for the study project or opening of the bar, but that the project has considerable merit and that Council would support an application for Coastcare funding;
 - that Council gives permission to open the bar at Cheyne Inlet on condition that a high rainfall event is imminent, the Water and Rivers Commission, the City of Albany, DOLA, Fisheries WA and the EPA are informed immediately prior to the opening, and the impact of opening the bar is closely monitored by the community, in partnership with the Water and Rivers Commission; and
 - that Council will write to the Water and Rivers Commission requesting assistance to extrapolate findings from the Beaufort Inlet study to the Cheyne Inlet and to request the Water and Rivers Commission to monitor the impact of opening the bar, in partnership with the community.
2. requests the Water and Rivers Commission to provide research assistance to extrapolate findings from the Beaufort Inlet study to the Cheyne Inlet; and
3. requests Water and Rivers Commission monitor the impact of opening the bar, in partnership with the community.

Voting Requirement Simple Majority

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Councillor West outlined the history relating to the Beaufort and Cheyne Inlets, and said he believed it would be a logical step to carry out a study into the Cheyne Inlet in conjunction with the work currently being done on the Beaufort Inlet, and proposed amendments to the officer recommendation as follows:

- (a) Deletion of the first dot point and replacement with the following –
 - That Council approves the undertaking of a study of Cheyne Inlet in conjunction with the current study of the Beaufort Inlet; and
- (b) Addition of a further point (4) – “Gives favourable consideration to allocation of \$1,250 for a study of Cheyne Inlet and the opening of the sand bar in the 1999/2000 budget.

Item 15.1.1. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR WEST
SECONDED COUNCILLOR WALKER**

THAT Council:

- 1. Advises the Albany Eastern Hinterland Landcare Group:**
 - **That Council approves the undertaking of a study of Cheyne Inlet in conjunction with the current study of the Beaufort Inlet; and**
 - **that Council gives permission to open the bar at Cheyne Inlet on condition that a high rainfall event is imminent, the Water and Rivers Commission, the City of Albany, DOLA, Fisheries and the EPA are informed immediately prior to the opening, and the impact of opening the bar is closely monitored by the community, in partnership with the Water and Rivers Commission; and**
 - **that Council will write to the Water and Rivers Commission requesting assistance to extrapolate findings from the Beaufort Inlet study to the Cheyne Inlet and to request the Water and Rivers Commission to monitor the impact of opening the bar, in partnership with the community.**
- 2. Requests the Water and Rivers Commission to provide research assistance to extrapolate findings from the Beaufort Inlet study to the Cheyne Inlet; and**
- 3. Requests Water and Rivers Commission monitor the impact of opening the bar, in partnership with the community.**
- 4. Gives favourable consideration to allocation of \$1,250 for a study of Cheyne Inlet and the opening of the sand bar in the 1999/2000 budget.**

MOTION CARRIED 10 – 4

15.1.2 Request By Great Southern Aquaculture Association For Financial Assistance For A Sea Grass Survey

| | | |
|-------------------------------|---|--|
| File/Ward | : | STR004 All Wards |
| Proposal/Issue | : | Request by Great Southern Aquaculture Association for financial assistance for a sea grass survey (benthic habitat mapping) as required by the Department of Environmental Protection (DEP) and Albany Waterways Management Authority (AWMA) |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Project Officer - Research (D Giles) |
| Previous Reference | : | Nil. |
| Summary Recommendation | : | Council grants \$3000 towards a benthic habitat mapping of aquaculture sites to be carried out by International Risk Consultants (IRC) on certain conditions. |
| Locality Plan | : | N/A |

BACKGROUND

1. As a result of the Albany Harbours Planning Strategy, a 138 Ha area of water around Mistaken Island in King George Sound was identified as possibly suitable for the establishment of aquaculture. There are two mussel farms currently operating around Mistaken Island. A further four applications for sites within this zone have been received by Fisheries WA.
2. Under Ministerial Policy Guideline No8 the current applications were referred to relevant government agencies, interest and community groups. Consequently the DEP and AWMA stated that they require more detailed sea grass mapping to be undertaken before they approve the applications.
3. A consultancy brief was prepared by Fisheries WA for consultants to carry out the survey and International Risk Consultants (IRC) was appointed subject to funding. The IRC proposal including the methodology to be employed, has been approved by the DEP and AWMA. The cost of the survey is \$25 000.

Item 15.1.2 continued

4. On 3 June Council received a letter from the Great Southern Aquaculture Association (GSAA) requesting a grant of \$5000 towards the required sea grass survey (benthic habitat mapping). The Association has applied to the Aquaculture Development Fund for \$12,500 towards the survey. They have also requested \$8,400 from their members, \$3,500 from the Great Southern Development Commission GSDC and \$1,000 from the Albany Port Authority.

STATUTORY REQUIREMENTS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

5. Funds granted by Council for this purpose could be provided from the Economic Development Unit budget (1999/2000).

STRATEGIC PLAN IMPLICATIONS

6. The sea grass survey and consequent issue of aquaculture licences would facilitate the following strategic plan objectives:
 - Economic Development, Industry and Commerce, Objective 2 and Objective 7.
 - Economic Development, Primary Production, Objective 1
 - Built and Natural Environment, Planning, Objective 3
 - Built and Natural Environment, Environment / Conservation, Objective 1.

COMMENT/DISCUSSION

7. Aquaculture has been identified as a potential growth industry for Western Australia and Albany. Currently over forty people are directly employed in the industry in Albany with the potential for this figure to increase dramatically as the industry develops.
8. The development of the Albany Harbours Planning Strategy and policy guidelines developed by Fisheries WA, ensure that our marine environment is protected whilst allowing for the planned development of the aquaculture industry.
9. The Great Southern Development Commission (GSDC) has agreed to provide \$3,000 towards the survey. It would be appropriate for council to match funds provided by the Great Southern Development Commission.

Item 15.1.2 continued

10. Any grant provided for the sea grass survey should be conditional on:

- the survey being funded by the Aquaculture Development Fund;
- provision of funds by members of the Great Southern Aquaculture Association;
- the survey being carried out by IRC as approved by the DEP and AWMA; and
- a report including expenditure acquittal being provided to Council on completion of the survey and within twelve months of the grant being provided

RECOMMENDATION

THAT Council grants \$3,000 towards the sea grass survey required by DEP and AWMA in order for aquaculture licences to be issued for the site around Mistaken Island, on condition that:

- the survey is funded by the Aquaculture Development Fund;
- funds towards the survey are provided by members of the Great Southern Aquaculture Association;
- the survey is carried out by IRC as approved by the DEP and AWMA; and
- a report, including expenditure acquittal is provided to Council on completion of the survey and within twelve months of the grant being provided.

Voting Requirement Simple Majority

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The Executive Director Strategic Planning advised this was a one-off contribution and should not be taken as a precedent for funding of future sea grass studies or monitoring, and suggested this should be added to the recommendation as an additional point.

Item 15.1.2. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR ARMSTRONG
SECONDED COUNCILLOR WILLIAMS**

THAT Council grants \$3,000 towards the sea grass survey required by DEP and AWMA in order for aquaculture licences to be issued for the site around Mistaken Island, on condition that:

- **the survey is funded by the Aquaculture Development Fund;**
- **funds towards the survey are provided by members of the Great Southern Aquaculture Association;**
- **the survey is carried out by IRC as approved by the DEP and AWMA;
and**
- **a report, including expenditure acquittal is provided to Council on completion of the survey and within twelve months of the grant being provided.**
- **this is a one-off contribution and should not be taken as a precedent for funding of future sea grass studies or monitoring.**

MOTION CARRIED 13 – 1

15.1.3 Nomination of Two Councillors for Wilson Inlet Management Authority and Albany Waterways Management Authority

| | | |
|-------------------------------|---|--|
| File/Ward | : | STR004 All Wards |
| Proposal/Issue | : | Request by Water and Rivers Commission to nominate two Councillors, in order of preference, for each of Wilson Inlet Management Authority (WIMA) and the Albany Waterways Management Authority (AWMA) for the Minister for Water Resources to select and appoint one Councillor to represent Council on each of those Authorities. |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Project Officer - Research (D Giles) |
| Previous Reference | : | Nil. |
| Summary Recommendation | : | That Council nominates two Councillors, in order of preference, for each of Wilson Inlet Management Authority (WIMA) and the Albany Waterways Management Authority (AWMA) for the Minister for Water Resources to select and appoint one Councillor to represent Council on each of those Authorities. |
| Locality Plan | : | N/A |

BACKGROUND

1. Council has received a request from the Water and Rivers Commission to nominate two Councillors, in order of preference, for each of Wilson Inlet Management Authority (WIMA) and the Albany Waterways Management Authority (AWMA) for the Minister for Water Resources to select and appoint one Councillor to each of those Authorities.

Item 15.1.3 continued

2. The nominations together with the CVs of the nominated Councillors have been requested to be forwarded to the Minister for his consideration.
3. Currently Councillor Evers is the nominated Council representative on WIMA and the incumbent Council representative on AWMA is Kevin Beck.

STATUTORY REQUIREMENTS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC PLAN IMPLICATIONS

4. Representation of Councillors on WIMA and AWMA will facilitate the following strategic plan objectives:
 - Economic Development, Industry and Commerce, Objective 7.
 - Economic Development, Tourism and Special Events, Objective 1
 - Economic Development, Primary Production, Objective 1
 - Built and Natural Environment, Public Places Objective 1, Objective2
 - Built and Natural Environment, Heritage, Objective 13
 - Built and Natural Environment, Planning, Objective 3
 - Built and Natural Environment; Environment / Conservation, Objective 1.

COMMENT/DISCUSSION

5. It is important for Council to be represented on WIMA and AWMA and thus for community concerns to be addressed in the management of our waterways.

RECOMMENDATION

THAT Council:

1. nominates Councillor _____ and Councillor _____, in that order of preference, for the Minister for Water Resources to select and appoint one Councillor to represent Council on the Wilson Inlet Management Authority (WIMA);

Item 15.1.3 continued

2. nominates Councillor _____ and Councillor _____, in that order of preference, for the Minister for Water Resources to select and appoint one Councillor to represent Council on the Albany Waterways Management Authority (AWMA);
3. the names of the nominated Councillors and their CVs be forwarded to the Minister for his consideration.

Voting Requirement Simple Majority

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COUNCIL RESOLUTION

**MOVED COUNCILLOR WALKER
SECONDED COUNCILLOR WOLFE**

THAT Council:

- 1. nominates Councillor Evers and Councillor West, in that order of preference, for the Minister for Water Resources to select and appoint one Councillor to represent Council on the Wilson Inlet Management Authority (WIMA);**
- 2. nominates Councillor Armstrong and Councillor Evans, in that order of preference, for the Minister for Water Resources to select and appoint one Councillor to represent Council on the Albany Waterways Management Authority (AWMA);**
- 3. the names of the nominated Councillors and their CVs be forwarded to the Minister for his consideration.**

MOTION CARRIED 14 – 0

15.2 MARKETING & COPORATE PLANNING

15.2.1 Millennium Celebrations and Lotteries Commission Funding

| | | |
|-------------------------------|---|---|
| File/Ward | : | STR004 All Wards |
| Proposal/Issue | : | Millennium Celebrations and Lotteries Commission funding. |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Project Officer - Research (D Giles) |
| Previous Reference | : | Nil. |
| Summary Recommendation | : | Council form a Steering Committee to develop a program for Millennium celebrations and progress a grant application to the Lotteries Commission for up to \$15 000 towards funding the program. |
| Locality Plan | : | N/A |

BACKGROUND

1. On 4 May Council received a letter from the Lotteries Commission inviting application and providing guidelines for funding for Festivals and Special events to celebrate the millennium. The guidelines state that:
 - application may be made by Local Government Authorities or not for profit community groups;
 - only one grant will be provided to any particular locality;
 - funding is limited and requests will be considered as they are received;
 - the Commission will consider applications to support projects, which mark a community's place in time and celebrate new beginnings;
 - grants of up to \$15,000 are available;
 - events which are of mainly artistic, entertainment, commercial or tourist value cannot be funded;

Item 15.2.1 continued

- grants may be used for publicity, equipment hire or facilities hire;
- a program and budget for the event should be submitted with the application.

STATUTORY REQUIREMENTS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

2. Yet to be ascertained.

STRATEGIC PLAN IMPLICATIONS

3. The development of a Festival program to celebrate the millennium will facilitate the achievement of the following strategic Plan objectives:
 - Economic Development, Role as a Regional Centre, Objective 1.
 - Economic Development, Tourism and Special Events, Objective 1.

COMMENT/DISCUSSION

4. Celebration of the millennium will provide a unique opportunity for the City of Albany to reflect on our history, recognise our unique heritage and develop and celebrate a collective vision for our future. A number of suggestions have already been put forward including a new years eve fireworks display and another "Sculpture by the Sea" project.
5. Development of a grant application for the Lotteries Commission would provide impetus to develop a program of celebrations as well as providing funds for publicity and facilities.
6. The establishment of a Steering Committee by Council at this time will assist in ensuring the success of the program and maximum community input and support for the celebrations.
7. Input from business and other organisations would assist in the development of a programme of celebrations. It may be appropriate for the Steering Committee to call for Expressions of Interest from businesses or other organisations to sponsor celebrations and be represented on the Steering Committee.

Item 15.2.1 continued

RECOMMENDATION

THAT Council:

1. establishes a Millennium Celebrations Steering Committee to develop a program for millennium celebrations and develop a grant application to the Lotteries Commission for funding towards the program with the following representatives:
 - two Councillors
 - the Corporate and Community Services Division (Community Development Officer – Mr R Shanhun)
 - The Strategic Planning Division (Project Officer - Research – Mr D Giles)
 - one representative from Albany Ratepayers Association.

2. nominates Councillor _____ and Councillor _____ as its representatives on the Millennium Celebrations Steering Committee

Voting Requirement Simple Majority

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COUNCIL RESOLUTION

**MOVED COUNCILLOR CECIL
SECONDED COUNCILLOR WOLFE**

THAT Council:

1. **establishes a Millennium Celebrations Steering Committee to develop a program for millennium celebrations and develop a grant application to the Lotteries Commission for funding towards the program with the following representatives:**
 - **two Councillors**
 - **the Corporate and Community Services Division (Community Development Officer – Mr R Shanhun)**
 - **The Strategic Planning Division (Project Officer - Research – Mr D Giles)**
 - **one representative from Albany Ratepayers Association.**

2. **nominates Councillor Mountford and Councillor Evans as its representatives on the Millennium Celebrations Steering Committee**

MOTION CARRIED 14 – 0

15.2.2 Albany Leisure and Aquatic Centre Business Plan

| | | |
|-----------------------------------|---|---|
| File/Ward | : | STR025 All Wards |
| Proposal/Issue | : | Quality Based Business Plan: The Albany Leisure & Aquatic Centre |
| Subject Land/Locality/Ward | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Manager Albany Leisure & Aquatic Centre (P Sporton) |
| Previous Reference | : | OCM 28/04/99 Item 15.2.2 |
| Summary Recommendation: | | To thank Mr T Stanton & Mrs K Bolger (Albany Amateur Swimming Club) and Ms P Lincoln (Great Southern Public Health Service) for their comments on the Albany Leisure & Aquatic Centre Business Plan, and to adopt the Business Plan for implementation. |
| Locality Plan | : | N/A |

BACKGROUND

1. At the Ordinary Council Meeting of the 28th April Council gave in principle endorsement for the Albany Leisure & Aquatic Centre Business Plan, and authorised local advertising for a six week public comments period closing on Monday 14th June 1999.
2. Accordingly, advertisements informing the public that the plans were available from the York Street & Mercer Rd Administration Offices and that public comments were invited, were placed in:
 - The *Weekender* on 7th & 21st May, 4th June 1999,
 - The *Albany Advertiser* on Thursday 6th & 20th May, 3rd June ; and
 - The *Weekend Extra* on Friday 8th, 22nd May & 5th June 1999.

Copies of the plans were also placed on display at the Albany Public Library.

STATUTORY REQUIREMENTS

Nil.

Item 15.2.2 continued

POLICY IMPLICATIONS

3. National Competition Policy

FINANCIAL IMPLICATIONS

4. This Business Plan is a five-year plan, and as such it includes proposals that will be dependent upon future funding decisions. The plan will be the base framework upon which the Team prepares future budget submissions, however it is understood that Council will consider any future funding requests on their merits within the context of the availability of overall resources at that time.
5. The use of the Business Plan as a base framework for funding submissions will assist Council to ensure operational expenditure is geared to delivering value for money and achieving the Council's strategic objectives articulated within the City of Albany Strategic Plan.

STRATEGIC PLAN IMPLICATIONS

6. Under Local Government Operations the 'Strategic Planning' section includes Objective 2 'to implement a Strategic Plan for the City of Albany which is realistic, achievable and measurable'. One of the strategies under this objective is to 'develop annual business plans including appropriate performance assessment to achieve measurable objectives and actions'. The 'Quality Service' Section includes an objective to 'Provide excellence in service delivery to internal and external customers' by 'systematically planning and continuously improving Council services and processes'.
7. This Business Plan is the embodiment of these elements of the City of Albany Strategic Plan.

COMMENT/DISCUSSION

8. Two written comments were received when public comment was invited in relation to the ALAC Business Plan.
9. **Comment (A)** was received on the 14.5.99 in the form of a letter (**attached**) written in conjunction by Mr T Stanton – President, Albany Aussi Swimming Club and Mrs K Bolger – President, Albany Amateur Swimming Club.
10. Key points in the letter consisted of:
 - implementation and execution
 - lane hire fees
 - pool user meetings
 - notional rent and depreciation
 - community health and well being

Item 15.2.2 continued

- young people occupied with sport
 - national competition policy
 - “user pays”
 - market research
 - operating costs
11. A meeting was convened at ALAC between Mr T Stanton, Mrs K Bolger and Councils’ Leisure and Aquatic Centre Manager Mr P Sporton on the 29.6.99. The key points were discussed with the following outcomes:
- The implementation and execution of the Business Plan will take place over a five year period with an annual review of the entire Plan. More detailed information in regards to the implementation of the Plan are contained in the Appendices – which is not a public document due to the “sensitive” nature of the information it contains.
 - Lane hire fees have not been incorporated into the 99/00 budget and Mr T Stanton and Mrs K Bolger acknowledged this as a positive.
 - Positive comments were re-iterated in relation to pool user meetings that were convened to discuss lane space and general pool usage.
 - National rent and depreciation were explained, as an accounting practice that is included to show a true cost that would be incurred by a similar business unit. It is not an actual cost to the Council, however it is applied to compare ALAC as a commercial operation.
 - It was highlighted by Mr T Stanton and Mrs K Bolger that by the facilitation of community health and well-being ALAC can reduce the real health costs to the City, such as the prevention of cardio-vascular disease and bone density improvement for example. It was also emphasised that by supporting young people in their sporting endeavours Council is making an investment in the future of the community and in some instances preventing crime by keeping youth off “the streets”.
 - Both Mr T Stanton and Mrs K Bolger were informed that the National Competition Policy is a policy that requires Council to adopt business plans for business units, such as ALAC and eventually call for specifications of interest.
 - Concern was raised that there are some Council services provided for the community totally by rate subsidy and other services apply “user pays”. It was explained that it was not an equitable comparison to make between the services due to the competitive nature of the operation of leisure and recreation facilities.

Item 15.2.2 continued

- A request was made that relevant market research obtained be made available to swim clubs to enable them to expand and increase their numbers. This request has been approved and further highlights the need to work closely together when gathering and analysing information.
 - Mr T Stanton and Mrs K Bolger were advised that operating costs were distributed in relation to real costs incurred by the operation of the 4 categories listed.
12. Both club presidents were grateful for the opportunity to comment on ALAC's business plan and endorsed Council's professional approach to the operation of the Centre.
13. **Comment (B)** was received on the 29.6.99 in the form of a letter (**attached**) written by Ms Pamela J Lincoln, Co-Ordinator Physical Activity from the Great Southern Public Health Service.
14. Key points in the letter consisted of:
- The role of the Great Southern Public Health Unit
 - The recognition of ALAC's role
 - ALAC as an avenue for physical activity
 - An offer of further assistance
 - Ms Lincoln commended ALAC as having an important role in facilitating the health and wellbeing of the community in the provision of programs and education on the positive benefits of exercise. Ms Lincoln also highlights the importance of aged, family and youth groups.
 - Ms Lincoln recommended giving consideration to the financial constraints of members of society that are at high risk of physical inactivity.
 - Ms Lincoln has extended an offer to assist ALAC with the provision of relevant information for project and grant submissions. A copy of the Great Southern Public Health Services Plan was also received and passed on to Council's Co-ordinator of Dry Programs at ALAC.
15. Ms Lincoln is on leave until 18th July, 1999 and will be contacted to discuss further her comment on ALAC's business plan with Peter Sporton

Item 15.2.2 continued

RECOMMENDATION

THAT Council:

- i) thanks Mr T Stanton & Mrs K Bolger (Albany Amateur Swimming Club) and Ms Lincoln (Great Southern Public Health Service) for the written submissions in respect of The Albany Leisure and Aquatic Centre Business Plan;
- ii) endorses the Albany Leisure and Aquatic Centre Business Plan, for implementation.

Voting Requirement Simple Majority

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COUNCIL RESOLUTION

**MOVED COUNCILLOR ARMSTRONG
SECONDED COUNCILLOR EVERS**

THAT Council:

- i) thanks Mr T Stanton & Mrs K Bolger (Albany Amateur Swimming Club) and Ms Lincoln (Great Southern Public Health Service) for the written submissions in respect of The Albany Leisure and Aquatic Centre Business Plan;**
- ii) endorses the Albany Leisure and Aquatic Centre Business Plan, for implementation.**

MOTION CARRIED 14 – 0



ALBANY AUSSI MASTERS SWIMMING CLUB INC
PO BOX 1538
ALBANY WA 6331

CITY OF ALBANY
RECEIVED

20 MAY 1999

Chief Executive Officer
City of Albany
York Street
Albany

| | |
|---------|-----------------|
| OFFICER | 14th May 1999 |
| STRO45 | 0906452 |
| REPLY | ACKNOWLEDGEMENT |
| X | CNL/BLTN |

Albany Leisure & Aquatic Centre
Business Plan 1998/1999 - Public Comment

Dear Sir,

The following comments are made assuming that the 1998/1999 Business Plan, for which the year is all but over, will become the 1999/2000 Plan.

General Comment. This is a typical Business Plan showing applaudable directions and strategies plus ways to attain them for the Centre to progress. How it will affect our Club and the Community will depend on the detail of its implementation and execution, which of course is not shown. You will recall during January this year lane hire fees were to be immediately imposed but consultation with Swim Clubs was not undertaken until the subsequent concerns of Clubs and Schools were expressed. Whilst the lane hire move was obviously contemplated when the 1998/1999 Budget was formed small organisations do not follow the finer details of the City's intentions and should be forewarned of matters that will affect them in advance. The co-operation of Swim Clubs concerning matters of the Pools operation is easily obtained as proved by the meetings held after the lane hire proposal. Swim Clubs have a strong interest in the wellbeing of the Pool.

Business Overview.

Introduction

Meets gap in local market etc.

Comment- With regard to the deficit this should really mean operating deficit rather than include figures of notional rent and depreciation. These last two can be altered as thought necessary to suit a particular situation.

Is managed in such a way etc.

Comment- It would appear that the \$1.14 quoted includes notional rent and depreciation and we feel to do this does not give a fair picture.

Facilitate the health and well being of the community etc.

Comment- By doing so it can well reduce community health costs to the City as well as keeping younger people occupied and supported in their sporting endeavours.

Meeting National Competition Policy requirements.

Comment- We are not sure of the intention of this. Is this the physical pool structure? If so it does not as the ends do not have the required height of wall.

Perhaps it is intended to mean pricing practises? We would be pleased to receive advice.

Performance Objectives.

To provide accountable, cost effective products etc

Comment- The amount the "user-pays" must be compatible with other City community amenities. Rate payers pay for these in their rates and in some cases entry fees or hire but not both. Some amenities are free e.g. Library

To conduct market research etc.

Comment- It would be of benefit to advise Swim Clubs of the results in relation to swimming so they can expand and thus increase the number of pool patrons.

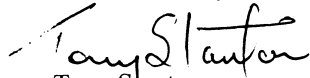
Product and Service Range.

ALAC products are broken down into four major categories:

Comment-Have costs been distributed to the 4 categories in the same percentage or are losses quoted for the whole centre?

The opportunity to comment is appreciated

Yours faithfully



Tony Stanton
President.
Albany Aussie Swim Club



Kaye Bolger
President
Albany Amateur Swim Club

B.

LOWER GREAT SOUTHERN
PRIMARY



**HEALTH
SERVICE**

The Chief Executive Officer
City of Albany
York Street
ALBANY WA 6330

| | | |
|------------------------------------|----------------------|------------------|
| CITY OF ALBANY RECEIVED | | |
| 29 JUN 1999 | | |
| FILE STROAS | CORRO No. 9910827 | OFFICER EDCCS |
| REPLY Y/A | ACKNOW SENT / / | CNL/BLTN |

18th June, 1999

Dear Sir

RE: Business Plan for the Albany Leisure & Aquatic Centre

The Great Southern Public Health Unit is charged with the responsibility, in conjunction with relevant others, for enhancing the health of the people who reside within the Great Southern Region.

The key strategies used are based upon the principle that peoples' behaviours have a large impact on their health and wellbeing. Furthermore, it is recognised that health behaviour (which is usually a choice) does not occur in a vacuum and is a reflection of not only education, but more importantly the environment in which people live. Healthy environments are those which make healthy choices *easy* choices. For example, sound footpaths, good lighting and the absence of stray dogs makes walking as a healthy choice, an easier choice.

The Public Health Unit also recognises that the health sector alone cannot effect change in the environment alone. We believe that partnerships with key stakeholders is a very important way of working to enhance the physical, social and emotional (and perhaps even the financial) health of our community. Our key partners are seen as those who have local as well as those who have state-wide roles. Some our potential and current partners are Education, Planning, Social Services, Police, Youth, Sport & Recreation as well as hospitals, community health and other local services. We also see local government as being a key partner for health enhancement.

It is for this reason that I write to offer my input into the Albany Leisure and Aquatic Centre's business plan. My comments from a public health, physical activity perspective, in brief, are as follows:

- The recognition of ALACs role (in the plan) in
 1. facilitating the health and wellbeing of the community,
 2. the provision of programmes and services for aged, family and youth groups
 3. educating the community on the positive benefits of exercise

is important and commendable.

125 Grey
Street West
PO Box 5147
Albany WA 6332
Phone:
(08) 9841 8244
Fax:
(08) 9842 2643



- ALAC is an important avenue for those in our community who are most at risk of poor health to access opportunities for physical activity. It is unfortunate that those at highest risk are usually those members of society who are least able to afford the costs often associated with such activity. This issue needs to be kept in mind when consideration is given to an economically-focussed business plan.

I am happy to provide further input or information as required. Attached please find the plan upon which my work is based, along with several other items which may be of interest to ALAC or the City generally. I would also like to take this opportunity to offer my assistance with project and grant writing applications pertaining to physical activity and the resources required for this purpose, as I have specific training and a history in successful grant writing.

Yours sincerely



Pamela J LINCOLN
Coordinator, Physical Activity
Great Southern Public Health Service

Creating Active Communities

In

The Great Southern Health Region



The Plan

November, 1998

**Pam Lincoln: Physical Activity Coordinator,
Great Southern Public Health Services
125 Grey St, West, ALBANY:
08 9841 8244**

Physical Activity in the Great Southern – The plan

Summary

Scientific evidence clearly links regular physical activity to a wide range of physical and mental health benefits. Some of this evidence (eg. for CHD, stroke and hypertension) is overwhelming, and the strength of evidence is mounting for benefits relating to cancer, Non-Insulin-Dependent Diabetes Mellitus (NIDDM), osteoporosis, anxiety and depression. Despite this evidence and the benefits conferred by being physically active, **almost 35% of the population of the Great Southern is sedentary, and almost half of the population are failing to reach the adequate recommended levels of physical activity.**

Increasing the level of participation in regular physical activity is now a National Priority. The greatest benefits to individuals and communities are more likely to be secured through encouraging sedentary people to become participants in regular physical activity. Daily walking is probably the preferred form of activity as it is a cheap, safe, accessible and effective way to achieve the benefits.

1. Background

Physical activity: The impact on health

- There is a strong association between physical activity and all-cause mortality, mainly as a result of its effect on two major causes of death – cardiovascular disease and cancer
- There is strong evidence that those who are inactive are almost twice as likely to die from coronary heart disease compared to those who are physically inactive
- There is also evidence that inactivity is associated with at least a 3-fold increase in the risk of stroke and that it also increases the risk of colon cancer
- It has been estimated that reductions of 30-50% of the risk of Non-Insulin-Dependent-Diabetes (NIDDM) can be mediated through increased physical activity
- Regular physical activity of the appropriate type can positively impact on factors related to the risk of falls among older people – balance, muscle strength and osteoporosis
- Studies show that physical activity alleviates symptoms associated with mild to moderate depression, and that it may prevent depression developing in non-depressed individuals
- Among school students, moderate-to-vigorous physical activity has been shown to have favourable effects on both health and academic outcomes
- People who were fit in early life do not retain lower risk profiles if they later become sedentary – activity needs to be life-long to confer health benefits

Physical activity: The impact on wealth

It has been estimated, in financial terms, that an increase in physical activity levels of just 10% would reap net benefits of \$590 million per year on a national basis. A simple extrapolation shows that this region could benefit by a quarter of a million dollars.

Physical Activity – how much?

Research has clearly demonstrated that the health benefits of physical activity do not require high levels of fitness, nor rigorous continuous exercise. Rather, the important health benefits associated with physical activity can be gained through more moderate forms of activity (such as walking) – but it must be regular. A goal of 30 minutes every day on most days is an important target for people who currently sedentary.

Physical Activity – who's doing it in the Great Southern?

Recent research on the Great Southern Health Region shows:

- In general, men are more likely to be sedentary than women, but vigorous exercise is twice as common in men. Over 40% of men and 30% of women in the Great Southern do not participate in any physical activity.
- Older people are also more likely to be doing no physical activity compared to younger adults.
- People who are married do less physical activity than others.
- Those who did not complete year 10 of their school education are much more likely to be sedentary, as are those;
 - who are on lower incomes
 - who are not in a clerical, sales or professional occupations.
- In addition, those whose food habits are poor and those who smoke are also less likely to participate in regular physical activity, hence worsening their over-all risk of poor health.

Physical Activity – some of the barriers

The barriers to participating in physical activity can be individual but the over-riding barriers are usually environmental. Some of the individual barriers may be to do with the perception that activity needs to be rigorous (which is a misconception – see above); that it is expensive, or that it takes a lot of time. Some individuals may also believe that there is no health or other benefit in participating in regular physical activity. Traditional health programs usually target individuals about these barriers. However, focussing only on the individual is far from 'best-practice' in public health. Attention to the physical environment in which people work and live is critical if reduced levels of sedentary behaviour are to be achieved. Good access to safe footpaths and parks, well-lit and pleasant dual-use paths, will enable the sedentary to walk. The provision of showers, lockers and change rooms in the workplace encourages physical activity before, during or after work. The availability of special (low-cost) programs and popular sporting activities in the community (with child-care facilities) enables participation in a wider

variety of activities and hence reduces boredom and possibly increases the social enjoyment factor.

Public Health Strategies for the Great Southern

The major focus from a public health perspective over the next 3 years will be creating healthy environments. This will be achieved by promoting **Active communities** in the region. The strategies to be used include capacity building and working intersectorally. The existing health workforce will be supported in their attempts to encourage increased physical activity. Local government will be encouraged and supported in their provision of physical activity-friendly communities. Opportunities to improve the physical environment and encourage participation will be investigated with other key stakeholders such as Ministry of Sport & Recreation, Local Government Associations, Ministry of Planning, CALM, Bikewest, and Trailswest.

The following activities are a draft program for the next 12 months, and are based on the 1998-1999 Strategic Plan of the former Southern Public Health Unit. The activities are open to discussion and negotiation by interested persons.

2. Activities

1. Conduct audit of physical activity workers in the Great Southern (eg. shire recreation officers, MSR/Womensport west, teachers, coaches) and their roles in terms of Ottawa Charter
2. Establish a network of health service staff committed to promoting physical activity
3. Develop community profiles of exercise patterns
4. Conduct survey of health professionals re: knowledge of exercise recommendations and opportunities in local area
5. Conduct audit (desk-top and physical) of programs, facilities and open spaces in shires in conjunction with local primary health & other HDWA staff
6. Promote & distribute Physical Activity manual. Facilitate the establishment of local area physical activity committees.
7. Offer support to shires etc. for assistance with grant application preparation, assist with the promotion of physical activity programs conducted by shires

8. Encourage community members to be physical activity advocates
9. Assist local health workers to conduct focus groups to determine possible barriers such as footpaths, lack of pleasant environments eg. shade, poor lighting, safety (speed), dogs etc. Look at issues such as lowered speed limits in urban areas
10. Investigate an "Active Town" column in local newspapers to highlight issues
11. Plan an annual summit to share ideas, discuss plans & initiatives (with PHS, MSR, NHF, Shires, Planning, Education Department, Local Government Association, Tourism, CALM, Trailswest, Bikewest)

END

Physical Activity



It's at the zoo.



It's in the rain.



It's in the park.



It's in the driveway.



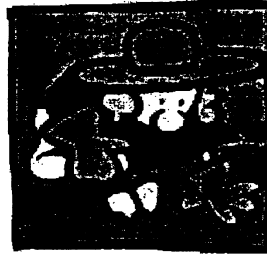
It's at the office.



It's at the mall.



It's in the neighborhood.



It's in the garden.



It's on the sidewalk.

It's Everywhere You Go.

Physical activity! It's in the house, in the yard, at the office, and even at the mall. Just 30 minutes of moderate physical activity a day at least five days per week is what you need. It can boost your energy and lower your stress and risk of chronic disease. It can be done as common activities - walking, gardening, and housework. They all count! If you think you can't do 30 minutes of activity, start with shorter amounts. Get more out of life with physical activity - It's Everywhere You Go!

Call 1-888-CDC-4NRG for more information.

CDC
CENTERS FOR DISEASE CONTROL AND PREVENTION

A Report of the Surgeon General

Physical Activity and Health

At-A-Glance

1996

A NEW VIEW OF PHYSICAL ACTIVITY

This report brings together, for the first time, what has been learned about physical activity and health from decades of research. Among its major findings:

- People who are usually inactive can improve their health and well-being by becoming even moderately active on a regular basis.
- Physical activity need not be strenuous to achieve health benefits.
- Greater health benefits can be achieved by increasing the amount (duration, frequency, or intensity) of physical activity.

THE BENEFITS OF REGULAR PHYSICAL ACTIVITY

Regular physical activity that is performed on most days of the week reduces the risk of developing or dying from some of the leading causes of illness and death in the United States. Regular physical activity improves health in the following ways:

- Reduces the risk of dying prematurely.
- Reduces the risk of dying from heart disease.
- Reduces the risk of developing diabetes.
- Reduces the risk of developing high blood pressure.
- Helps reduce blood pressure in people who already have high blood pressure.
- Reduces the risk of developing colon cancer.
- Reduces feelings of depression and anxiety.
- Helps control weight.
- Helps build and maintain healthy bones, muscles, and joints.
- Helps older adults become stronger and better able to move about without falling.⁴
- Promotes psychological well-being.

A MAJOR PUBLIC HEALTH CONCERN

Given the numerous health benefits of physical activity, the hazards of being inactive are clear. Physical inactivity is a serious, nationwide problem. Its scope poses a public health challenge for reducing the national burden of unnecessary illness and premature death.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention
National Center for Chronic Disease Prevention and Health Promotion
The President's Council on Physical Fitness and Sports



The Nation's Prevention Agency
CDC50
Centers for Disease Control and Prevention



The President's
Council on
Physical Fitness
and Sports

15.3 PROJECT DEVELOPMENT

15.3.1 Albany University - Foundation

| | | |
|--------------------------------|---|---|
| File/Ward | : | MAN079 All Wards |
| Proposal/Issue | : | Formalisation of University Foundation |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Executive Director - Strategic Planning (R Jefferies) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | That the City of Albany confirms its support of the Albany University Foundation and nominates the inaugural members: |
| Locality Plan | : | N/A |

BACKGROUND

1. As part of its initial planning, the Albany Economic Unit proposed that a Foundation be established to support the functioning and ongoing feasibility of the Albany University Centre.
2. The University of Western Australia and the City of Albany have been progressing the development of the Foundation and have agreed that its primary purpose is:
 - to raise funding and distribute funding for support of regional students through scholarship,
 - to help the viability of the Albany University Centre through works and through underwriting of courses with otherwise may be marginal,
 - to promote joint research work between private enterprise, government and the university,
 - to provide financial assistance to this research work; and
 - to serve as an advisory committee for the University of WA, enabling interactions between the University and the community.

Item 15.3.1. continued

3. In its submissions to the State Government the City of Albany has sought the endowment of the land allocated in earlier years for a university which is located on Mercer Road, and additionally the provision of \$1.0 million to establish the Albany University Foundation. This is in addition to funding for capital works.
4. The submission to the State also highlighted the important economic role that the university would fulfill in the Region, particularly in research, industry assistance and consulting, development of course-work relevant to regional industry and helping to build capacity to position the region in the emerging information age.
5. The Albany University Foundation has the primary role of administering the endowment land and funds, if secured, and to play the important role of assisting the development of the university Centre to achieve the above objectives as well as to meet the higher education needs of prospective university students. It is important that the Foundation membership has the mix of skills and networks to achieve its goals.
6. The Foundation is intended to be independent of both the University and the City, and the people listed below have been previously proposed by the City Commissioners and have been endorsed by UWA.

| | | |
|--|---|--|
| Dr Billie Giles-Corti Director UWA Albany Centre | Associate Professor Dennis Haskell Faculty of Arts, UWA, Nedlands | Dr Ken Michael Pro Chancellor UWA |
| Mr Jack Bendat Goundry Wines | Ms Lidia Rozlapa Regional Director GSRC of TAFE | Mr Stephen Birkbeck Mount Romance |
| Chair Of Academic Council UWA, Nedlands | Her Worship the Mayor Alison Goode | Mr Andrew Hammond CEO, City of Albany |
| Mr Terry Enright | Mr Michael Jardine | |

STATUTORY REQUIREMENTS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

7. The City of Albany has allocated some funding to assist the start up of the Foundation and provided scholarships to university students in 1998/99.

Item 15.3.1. continued

8. Further consideration of financial support would be considered on its individual merits.

STRATEGIC PLAN IMPLICATIONS

9. Strategy J of the Economic Development Objective 2, is to:

“Facilitate the establishment of University Education in Albany.”

COMMENT/DISCUSSION

10. It is important that the Foundation be put in place as soon as practical to start its important role in support of the University.
11. It is also recommended that the City, in concert with the Foundation, continues an aggressive and proactive role to secure the resources necessary to ensure the University is viable.

RECOMMENDATION

THAT the City of Albany confirms its support of the Albany University Foundation and the following people as the inaugural members:

- Her Worship the Mayor, Alison Goode, City of Albany
- Dr Billie Giles-Corti, Director Albany UWA Centre
- Associate Professor Dennis Haskell, UWA
- Chair of Academic Council, UWA
- Dr Ken Michael, Pro Chancellor, UWA
- Ms Lidia Rozlapa, Regional Director, GSRC of TAFE
- Mr Michael Jardine
- Mr Stephen Birkbeck
- Mr Terry Enright
- Mrs Annette Knight, Chair of UWA Albany Friends
- Mr Jack Bendat
- Mr Andrew Hammond, CEO, City of Albany

Voting Requirement Simple Majority

.....

The Executive Director Strategic Planning advised that in paragraph 6, the name of Mrs Annette Knight, chairperson of the UWA Albany Friends had been omitted from the list, and also the name of Mr Terry Enright should be included as a representative for agriculture and industry in the area.

He further advised the name of the Chair of the UWA Academic Council is Professor Colin MacDonald.

Item 15.3.1. continued

The Chief Executive Officer suggested the Executive Director Strategic Planning Mr Rob Jefferies, also be added to the list of inaugural members of the Albany University Foundation, to provide support and backup to the Chief Executive Officer.

COUNCIL RESOLUTION

**MOVED COUNCILLOR DUFTY
SECONDED COUNCILLOR ARMSTRONG**

THAT the City of Albany confirms its support of the Albany University Foundation and the following people as the inaugural members:

- **Her Worship the Mayor, Alison Goode, City of Albany**
- **Dr Billie Giles-Corti, Director Albany UWA Centre**
- **Associate Professor Dennis Haskell, UWA**
- **Professor Colin MacDonald, Chair of Academic Council, UWA**
- **Dr Ken Michael, Pro Chancellor, UWA**
- **Ms Lidia Rozlapa, Regional Director, GSRC of TAFE**
- **Mr Michael Jardine**
- **Mr Stephen Birkbeck**
- **Mr Terry Enright**
- **Mrs Annette Knight, Chair of UWA Albany Friends**
- **Mr Terry Enright**
- **Mr Jack Bendat**
- **Mr Andrew Hammond, CEO, City of Albany**
- **Mr Rob Jefferies, Executive Director Strategic Planning, City of Albany**

MOTION CARRIED 14 – 0

15.3.2 Regional Cultural Centre Working Party

| | | |
|--------------------------------|---|---|
| File/Ward | : | MAN 012 All Wards |
| Proposal/Issue | : | Confirmation of Regional Cultural Centre Working Party |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Executive Director - Strategic Planning (R Jefferies) |
| Previous Reference | : | OCM 14/04/99 Item 16.2 |
| Summary Recommendation: | | Council endorses the work completed to date and nominates an elected member to represent residents' interests on the Great Southern Regional Cultural Centre Working Party. |
| Locality Plan | : | N/A |

BACKGROUND

1. The current proposals for a Regional Cultural Centre involve the development of a multi-use facility catering for a range of uses primarily focussed on performing arts (as opposed to visual arts) but also catering for conventions, and will house a multi-media facility. The performing arts facilities will need to be designed to accommodate large and small productions in terms of space, acoustics, seating and operational efficiency. If the Regional Cultural Centre is to be viable it will also need to incorporate hospitality facilities as well as commercial and retail outlets.
2. The preferred site for the Regional Cultural Centre is the York Street/Collie Street precinct, which is the current location of the City of Albany Administration Offices, the Town Hall Theatre and the Albany Regional Public Library. It is envisaged that the Regional Cultural Centre could link in with the Town Hall Theatre and possibly the Regional Public Library to create a "Cultural Precinct" in the heart of the City, adjacent to Alison Hartman gardens. The City of Albany Administration Offices could either be incorporated into the Regional Cultural Centre or be relocated elsewhere. The planning for the facility will need to consider issues outside of the Cultural Precinct, particularly in terms of parking and access requirements.

Item 15.3.2 continued

3. At its meeting of 14th April, 1999, Council endorsed the work and recommendations of the Great Southern Regional Cultural Centre Steering Committee and Working Party, which had completed a comprehensive review of the earlier Feasibility and Site Assessment reports, developed a management philosophy for the Regional Cultural Centre and proposed the investigation of a Cultural Precinct located at the York Street, Town Hall superlot. A copy of the Working Party's recommendations is attached as an appendix to this report.

STATUTORY REQUIREMENTS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

4. The estimated operational costs of the Centre are between \$250,000 and \$300,000 per year, however, the purpose of the current work by the Regional Cultural Centre Working Party is to further investigate these costs.
5. The estimated capital cost of the Cultural Centre is \$18 million, which should be funded by government grants.
6. The estimated regional economic benefit from construction works = \$20 million.
7. The estimated recurrent economic benefit projected = \$5,448,000 per annum.

STRATEGIC PLAN IMPLICATIONS

8. Strategy J) of Economic Development Objective 2, states:
"Develop Albany's cultural infrastructure in consultation with the community."
9. Strategy C) of the Arts and Culture Objective 1 proposes to:
"Facilitate the establishment of a regional cultural centre."

COMMENT/DISCUSSION

10. The Working Party has not been in a position to progress the project further pending confirmation of the elected Council of the work completed to date, and in particular, the concept of a Cultural Precinct located at the York Street (Town Hall) block.

Item 15.3.2 continued

11. Current membership of the Working Party consists of:

- Mr Rob Jefferies – Executive Director - Strategic Planning (Project Manager)
- Mr Stewart Gartland – Albany Town Hall Manager
- Mr Ian Wilson – Albany Chamber of Commerce and Industry
- Ms Joan May Campbell – Albany Arts Council
- Mr Lockie McDonald – (Deputy Ms Janette Rowe) – Southern Edge Arts
- Mr Barrie Wells – Ministry of Education
- Mr Henry Kudja – WA Tourism Commission
- Ms Jan Waterman – Albany City Heart
- Ms Lee Ord – Vancouver Arts Centre
- Mr Barry Bickford – (Deputy Mrs Alicia Bickford) – Local resident
- Mr Will Upson – Musician

12. It is requested that the membership of the Working Party be endorsed, with the City seeking a replacement for Ms Waterman who has recently resigned from Albany City Heart, and it is suggested that now the City has an elected Council, it would be appropriate that residents are represented by a Councillor.

RECOMMENDATION

THAT Council:

1. endorses the work completed by the Great Southern Regional Cultural Centre Steering Committee and Working Party, and supports its continued investigations of the York Street Cultural Precinct proposal;
2. endorses the membership of the Great Southern Regional Cultural Centre Working Party as listed in this report, with the replacement of Ms Jan Waterman with a further representative of Albany City Heart and Mr Barrie Bickford with an elected member;
3. forwards its thanks to Ms Jan Waterman, and Mr and Mrs Bickford for their contribution and assistance on the Great Southern Regional Cultural Centre Working Party to date, and nominates Councillor __, to represent residents' interests on the Working Party.

Voting Requirement Simple Majority

.....

Item 15.3.2. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR WOLFE
SECONDED COUNCILLOR DUFTY**

THAT Council:

- 1. endorses the work completed by the Great Southern Regional Cultural Centre Steering Committee and Working Party, and supports its continued investigations of the York Street Cultural Precinct proposal;**
- 2. endorses the membership of the Great Southern Regional Cultural Centre Working Party as listed in this report, with the replacement of Ms Jan Waterman with a further representative of Albany City Heart and Mr Barrie Bickford with an elected member;**
- 3. forwards its thanks to Ms Jan Waterman, and Mr and Mrs Bickford for their contribution and assistance on the Great Southern Regional Cultural Centre Working Party to date, and nominates Councillor Bain, to represent residents' interests on the Working Party.**

MOTION CARRIED 14 – 0

**RECOMMENDATIONS OF THE REGIONAL CULTURAL CENTRE WORKING PARTY
ADOPTED BY THE GREAT SOUTHERN REGIONAL CULTURAL CENTRE STEERING
COMMITTEE. – MARCH 1999**

a) SITE:

- The most preferred site is that currently housing the City of Albany Library & Administration Offices on York Street as recommended by the site assessment study. The group recommend that the entire precinct bounded by the lots fronting both sides of Grey Street West, Serpentine Road, Collie Street & York Street be nominated as the Cultural Precinct site, with precinct planning particularly for car parking encompassing a wider area. See attached location plan for details.
- The group have not made any recommendations about the specific location of the Regional Cultural Centre facility within this site, however the group have assumed that the Town Hall Theatre, the Senior Citizens Centre and the heritage buildings currently housing the Education Department Offices will remain intact, and that the Alison Hartman Gardens will be incorporated into the overall design.
- This site is referred to as the Central Cultural Precinct hereafter.

b) ACCESS:

- The facility must be designed to maximise accessibility to foot traffic, and for good access within the Precinct.
- In addition the facility's auditorium must be designed to allow access by a semi trailer (ie to ensure sets etc can be manoeuvred direct from the vehicles and into the theatre under dry conditions).
- As mentioned under a) above, planning for car parking to cater for the facility should focus on an area wider than the Central Cultural Precinct. It is recognised that additional car parking is required all around the site and that users of all adjacent facilities(eg CWA hall) should benefit from such a planning approach.
- In the long term a public transport system will have to be developed to deal more effectively with Albany's transport, access & parking issues ie there will come a point in Albany's development when the public's dependency on private motor vehicles will be unviable.

c) USES OF THE SITE - the following were identified as being potentially appropriate for (continued or future) inclusion on the Central Cultural Precinct site & should be built into the precinct planning...

- Cultural Centre Building;
- Library (potentially could be part of Cultural Centre building);
- Town Hall Theatre;
- Senior Citizens Centre;
- Heritage buildings currently housing the Education Department offices, potentially with a more complementary use;
- Regional Art Gallery;
- University;
- Gardens & Courtyard - amphitheatre, market place, bandstand;
- Council Civic Building (to be considered in initial planning to be determined if practical);
- Youth Facility Building (to be considered in initial planning to be determined if practical).

d) **USES OF THE CULTURAL CENTRE** - the following were identified as being *potentially* appropriate uses for the Cultural Centre itself & should be built into the project planning...

- Library;
- Performing Arts Centre catering for audiences of between 600 & 1000;
- To include flexibility to cater for small intimate performances;
- Some limited space for visual art, such as a community exhibition area for short term displays (inc. cultural exhibitions and interactive art development). However the working group are not in favour of the centre being designed as an art gallery;
- Conventions & Conferences;
- Exhibitions such as boat shows;
- Multimedia Centre & video conferencing facilities;
- Public Meeting space;
- Function Hall (for use by public & private parties)
- Retail outlets;
- Catering facilities.

e) **INAPPROPRIATE USES FOR THE SITE AND/OR FACILITY**

- Not permanent space for sporting events although any application should be considered on merit;
- It is not considered appropriate to provide permanent space for visual arts (ie not to be an A Class gallery) within the regional Cultural Centre building, although the central cultural precinct could potentially be an appropriate site for such a gallery ;
- Potentially, the privately owned building currently standing on the corner of Serpentine Rd & York Street may be inappropriate in the long term.

f) **MANAGEMENT PHILOSOPHY**

- Irrespective of the management structure adopted for the Regional Cultural Centre (RCC), the Community must have some role in its overall direction. Group recommend that the Community control the facility through Council.
- An Advisory Management Committee should be established to report to Council; the Advisory Committee needs to have a balance of representatives from private sector (business), public sector (Council) and Cultural/Arts Community. The representatives would be chosen for their expertise and appointed by Council for a fixed tenure of say two years.
- The Advisory Committee is not to have "Management" responsibility. It is important that the appointed Manager has the clear role & responsibility to manage the facility and to report to Council & CEO as their Employer.
- The Advisory Committee would need to be clear about its own role and responsibilities which would largely be to make recommendations to Council, in respect of community expectations, perceptions and priorities relating to the RCC facility and its programs. Council & the CEO would then use these recommendations as a 'guide' (but not necessarily as a 'bible') in their overall Management of the facility.
- No conclusion was reached on whether the facility should be Managed by an employee of Council or by a private company.
- Resource sharing options should be explored, such that facilities (eg Town Hall Theatre, Council Administration Centre etc) could share Management & Support staffing.
- The RCC must provide affordable access for community organisations as well as 'professional' groups, and that this underlying philosophy must be built into all aspects of RCC facility management (eg Budgets, Management criteria, policies etc);
- The Management Plan for the facility must incorporate investment in projects to ensure the space is filled and to ensure ongoing life & vibrancy.

MINUTES - ORDINARY COUNCIL MEETING - 13/07/99
** REFER DISCLAIMER **

g) **ARCHITECTURAL GUIDELINES**

- The Centre must be built around the performing arts requirements ie not to make the mistake by designing a fabulous architectural statement that does not effectively meet needs of users;
- Must integrate with, and be sympathetic to, the setting of the existing site and its key buildings eg Town Hall Theatre;
- Precinct must be planned and designed as a whole entity.

15.4 STRATEGIC PLANNING

15.4.1 Partnership 21 – 2001 to 2005 Tourism Industry Plan for WA

| | | |
|--------------------------------|---|--|
| File/Ward | : | GOV055 All Wards |
| Proposal/Issue | : | Input into State Tourism Industry Plan. |
| Subject Land/Locality | : | N/A |
| Proponent | : | Market Equity |
| Owner | : | N/A |
| Reporting Officer(s) | : | Executive Director - Strategic Planning (R Jefferies) |
| Previous Reference | : | Nil. |
| Summary Recommendation: | | That the City of Albany makes a submission to Market Equity on key issues that should be addressed in the 2001-2005 Tourism Industry Plan. |
| Locality Plan | : | N/A |

BACKGROUND

1. Market Equity has been contracted by the WA Tourism Commission to develop "Partnership 21" the 2001 to 2005 Tourism Plan for Western Australia. In undertaking their brief, Market Equity has liaised with tourism industry associations and has conducted workshops in several regional centres, including Albany.
2. Market Equity has now invited the City of Albany to make a written submission.

STATUTORY REQUIREMENTS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

Item 15.4.1 continued

STRATEGIC PLAN IMPLICATIONS

3. The City's Economic Development Objective in respect to Tourism and Special Events is to:

“Foster the growth of tourism and special events in the Albany region through a planned and co-ordinated approach.”

COMMENT/DISCUSSION

4. A draft of a brief submission addressing some of the key issues is attached to this report and is submitted for Council discussion, adoption and/or modification.
5. The closing date for submission is 19th July, 1999.

RECOMMENDATION

THAT Council approves the attached proposed submission to Market Equity for the 2001 to 2005 Tourism Industry Plan for Western Australia.

Voting Requirement Simple Majority

.....

COUNCIL RESOLUTION

**MOVED COUNCILLOR ARMSTRONG
SECONDED COUNCILLOR BOJCUN**

THAT Council approves the attached proposed submission to Market Equity for the 2001 to 2005 Tourism Industry Plan for Western Australia.

MOTION CARRIED 14 – 0

DRAFT

Managing Director
Market Equity

Dear Sir

PARTNERSHIP 21 – TOURISM PLAN

Thank you for the opportunity to input into the development of the 2001-2005 Tourism Industry Plan for Western Australia.

In relation to your request for information on what Local Government's role should be in the servicing of tourists. This is a difficult question as I believe circumstances will vary from one local government to another. In many areas local government receives benefit through tourism industry growth and revenues in others it may have little benefit, or in fact, may find itself in the provision and servicing of major infrastructure which is largely to the benefit of surrounding regional areas or the State generally.

Albany is reportedly the most visited centre outside of the Perth Metropolitan area and views tourism as an important and growing sector of its economy and that of the surrounding region it serves. It contributes to tourism in several ways, in financial and strategic support of the tourist bureau and the regional tourism association; in co-ordination and participation in tourism planning and marketing; in servicing of facilities, beaches and natural reserves utilised by visitors; in investigating information technology impacts and opportunities; and in providing financial support and facilities to support tourist-related business and organisations such as Albany Maritime Village, Old Goal, Vancouver Arts Centre, historical Town Hall, historical Old Bond Store, and historical Old Farm – Strawberry Hill.

Some primary issues we would suggest should be addressed in your proposed plan are:

- The plan must identify a clear image that is to be communicated to international and interstate tourists and tourism bodies, which encompasses the State's tourism product and benefits.
- Regional and sub-regional plans are necessary to integrate and translate the State Plan to the local and regional level.
- Plans need to be developed and funding provisions made to ensure that optimal benefit is obtained from States tourism product(s) and the impact of visitation on the infrastructure, reserves, facilities used is properly managed.

2.

- Significant opportunity exists to take the lead at a global level and maximise the benefits of information technology to tourism, to attract, market and transact tourism-related business. In the City's opinion this should predominantly occur at a regional level to maximise the opportunity to attract interest and subsequent visits to the region by the many Internet users who may be interested in the e-commerce and/or community activities within the region.
- To maximise the opportunities which currently exist at the threshold of the "information age", comprehensive education and training of tourist operators and tourism bodies should be provided through State and/or Federal government agencies as a matter of priority.
- For towns and cities endeavouring to form alliances or to undertake marketing activities across the nation, greater assistance and co-ordination is necessary between state tourism agencies.
- It appears that a significant number of outstanding opportunities to develop substantially under-utilised facilities and natural features to the benefit of the regions and the State of Western Australia are not being realised. The significant success of the Tree Top Walk near Denmark and Walpole is a notable example of what can be achieved through the investment in strategic infrastructure to support the tourism industry. Opportunities of even greater potential exist in Albany, including the provision of marine facilities to enable water-based access to major tourist attractions including Whaleworld, Ellen Cove, Mount Martin Botanical Park, Breaksea Island, Princess and Royal Sailing Club; further extension and integration of boardwalks and dual-use paths to Albany's key facilities and attractions; establishment of a significant dive wreck to bring attention to the area's world class diving conditions; and development of the electronic infrastructure and training to market regional tourism attractions and business via the Internet.

I trust the above is of value and would be happy to expand on the contents of this submission further should you desire.

Yours faithfully,

R W Jefferies
EXECUTIVE DIRECTOR -
STRATEGIC PLANNING

12.0 DEVELOPMENT SERVICES

- I N D E X -

12.1 DEVELOPMENT

- 12.1.1 Stage Two – Canola Extraction Plant
- 12.1.2 Proposed Rezoning of Lot 288 Lion Street
- 12.1.3 Proposed Rezoning - Lot 6 Millbrook Road, King River
- 12.1.4 Initiate Rezoning – Lot 102 Neilson Road and Lot 71 Pinaster Road, Willyung
- 12.1.5 Amendment to Special Residential Area No. 3 (The Pines Estate) Special Provisions
- 12.1.6 Proposed Street Names – McKail Subdivision

12.2 EDUCATION & COMPLIANCE

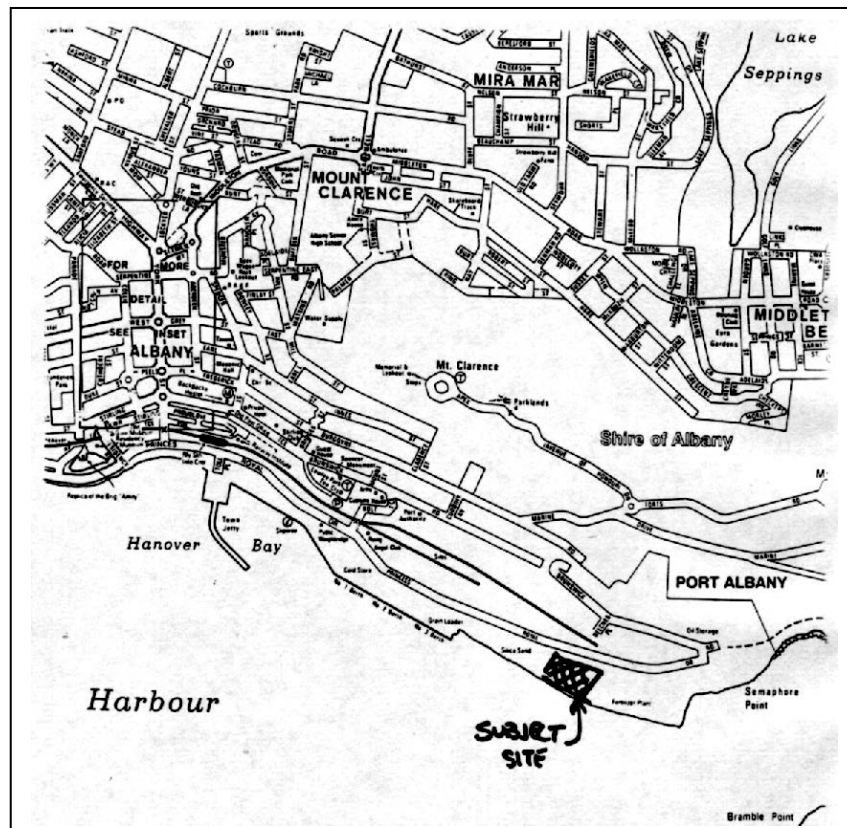
- 12.2.1 Authorisation for Cashier
- 12.2.2 Perimeter Advertising - Lot 39 (379-389) Albany Highway, Orana
- 12.2.3 Parking Facilities - Implementation Of Restrictions

- R E P O R T S -

12.1 DEVELOPMENT

12.1.1 Stage Two – Canola Extraction Plant

| | | |
|--------------------------------|---|--|
| File/Ward | : | A74629 (Frederickstown Ward) |
| Proposal/Issue | : | Proposed Stage Two of the Canola Processing Plant – Solvent Plant. |
| Subject Land/Locality | : | Lease Lots 45 and 46 adjacent to Berth Three within the Albany Port, Princess Royal Drive. |
| Proponent | : | APBT Australia Pty Ltd |
| Owner | : | Albany Port Authority. |
| Reporting Officer(s) | : | Planning Officer (C Pursey) |
| Previous Reference | : | Cncl 24 June 1998, Item 6.1.3 |
| Summary Recommendation: | | Issue a conditional Planning Scheme Consent. |
| Locality Plan | : | |



Item 12.1.1 continued

BACKGROUND

1. An application has been received from APBT Australia Pty Ltd to develop Stage Two of the Canola Processing Plant on Lease Lots 45 and 46 within the Albany Port, adjacent to Berth Three. Lease Lots 45 and 46 contain a total area of 2.1 hectares, located between the Summit fertilisers plant and the existing Mineral Sands operation.
2. The lots are zoned 'Port Industry', the Canola Processing Plant can be considered a Port Industry under Town Planning Scheme 1A which is a use that is not permitted unless special consent is granted by Council.
3. Council previously considered stage one of the Processing Plant at its meeting of the 24 June 1998 where it was resolved:

"That Council issue a conditional planning consent for the development of a Canola Processing Plant at Lease Lots 45 & 46 within the Albany Port, adjacent to Berth Three. The conditions are to include, but not be limited to:

- i) *The applicant preparing a comprehensive Environmental Management Plan for the development of the Canola Processing Plant. The management plan is to address the following issues but not be limited to:
Noise;
Odour;
Air emissions;
Waste water disposal;
Protection of marine waters; and
Other Department for Environmental Protection requirements.
The management plan is to be completed prior to the issue of a building licence to the satisfaction of Council and the Department for Environmental Protection.*
 - ii) *Operation and development of the lot is to comply with the Environmental Management Plan to the satisfaction of Council and the Department for Environmental Protection.*
 - iii) *A maximum building height of 27.1m AHD is to apply for any structure constructed on the approved site; and*
 - iv) *The provision of a Landscape plan, showing size, species, location and reticulation of trees and shrubs to be planted or retained, being submitted to the Town's Planning Department for approval prior to the issue of a building licence."*
4. A Planning Scheme Consent was subsequently issued on the 25th June 1998 for Stage One of Canola Processing Plant.

Item 12.1.1 continued

5. Stage One of the Canola Processing Plant is a large industrial plant covering 3060 square metres. It consists of eight storage tanks, three receiving silos, meal storage area, processing plant and laboratory, administration building, other subsidiary buildings and parking area. The first stage is capable of mechanically extracting the oil. The second stage was earmarked in the previous application as commencing in 12 to 18 months, which involves the construction of an additional facility which further processes the residue produced in Stage 1 and is the subject of this application
6. Stage Two of the plant proposes to increase the efficiency of the oil recovery in the plant by recovering residue canola oil that remains in the seed using a solvent extraction process. The solvent plant (Stage Two) is proposed on the eastern side of the site, immediately to the east of the crushing plant, and will be connected to the crushing plant by means of an overhead gantry system.
7. The solvent plant is proposed to be a structure twenty metres high, 37.5m square, with walls clad in "Torres" blue trimdeck and the roof in colourbond gull grey. In addition to this, there is a bank of three air-based water cooling towers and an additional boiler. No structure is proposed to be higher than 27.1m AHD.
8. A copy of the proposed solvent plant design and a project summary following this report. A separate report produced by Alan Tingay and Associates (Environmental Scientists) is enclosed in the Elected Members Information Bulletin. This report was generated for assessment by the Department for Environmental Protection (D.E.P) and describes the solvent plant's processes in more detail and attempts to address the environmental concerns raised by the plant, in particularly the use of solvents in the extraction process.
9. The application was advertised for a period of twenty-one days, closing on the 1 July 1999. The applicant assumed responsibility for referring the application to the Department for Environmental Protection to set the level of assessment for the proposal.
10. During the advertising period six submissions were received. Two submissions from government agencies (Port Authority and the Water and Rivers Commission) and four from residents of Mount Clarence (Mrs PB Griffiths, JM Cartmell, P Sanford and RA Brown). A full copy of the resident's submissions are available in the Elected Members Information Bulletin.
11. A summary of the submissions is presented below:
 - The Port Authority expressed support for the proposal and reiterated the benefits of the development for Albany and the negligible environmental impacts of the development.
 - The Waters and Rivers Commission raised no objection to the development as proposed.
 - Mrs PB Griffiths raised no objection to the proposal because of the economic and employment benefits it represented and stated that people who choose to live near a working Port should expect the advantages and disadvantages that this brings.

Item 12.1.1 continued

- Mr RA Brown raised concerns regarding the height of the plant and the possible odours emitted but was satisfied with the explanations provided in the documentation provided by the applicant.
- Ms JM Cartmell raised two main concerns; the use of chemicals that are hazardous to health and the noise and odour levels of the development. The location of the Plant in the Port area is also questioned.
- Mr P Sanford has brought to Council's attention the shortcomings in Alan Tingay and Associates environmental report in regard to the solvent Hexane. Hexane does pose a health risk to people exposed to it, minor exposure leads to light headedness and giddiness, higher exposure can lead to unconsciousness and death.

12. The lack of an emergency response plan to spillages and a regular method of monitoring the levels of hexane in the atmosphere around the plant have been identified.

STATUTORY REQUIREMENTS

13. The level of assessment for the solvent plant will be decided by the Department for Environmental Protection and may lead to the development being called in for a more thorough assessment by the Environmental Protection Agency.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC PLAN IMPLICATIONS

Nil.

COMMENT/DISCUSSION

14. The current application is for the solvent plant (stage two) only, stage one of the Canola Processing Plant has approval from Council, which was issued on the 25 June 1998. As such, the assessment and comments below relate primarily to the additional impact that stage two may have on the locality.

15. The use of the solvent Hexane is the greatest environmental issue that the proposal raises. Loss of hexane to the atmosphere and the chance of hexane spills occurring and resulting in a discharge into the harbour need to be effectively managed and designed for. These issues are extensively documented in the environmental report and two commitments are made as follows:

Item 12.1.1 continued

“APBT commits to modelling the hexane emissions from the plant to predict the ground level concentrations. The results of the modelling will be presented to the DEP with the site EMS, and APBT commits to preparing and implementing a hexane spill management plan in accordance with the requirements of Water and Rivers Commission, Albany Port Authority and DEP.”

16. These commitments may not go far enough to ensure that the use of hexane, a hazardous chemical, is adequately controlled. Should a major spillage occur, surrounding industrial development and even residents have the potential to be seriously effected. In accordance with Mr Paul Sanford’s submission, planning for this eventuality should be undertaken and an emergency plan prepared as part of the proposal. Additionally, as hexane is an odourless substance, regular monitoring of hexane levels in the atmosphere surrounding the development should be implemented as well as processes for removing excessive emissions should acceptable levels be exceeded.
17. For proposals of this nature the Department for Environmental Protection (DEP) conduct a preliminary assessment to determine if the Environmental Protection Agency (EPA) will ‘call in’ the proposal for a formal assessment. At this stage of assessment the level of noise, odour, dust, air emissions, waste water disposal etc are assessed against existing acceptable levels. The use of solvents in this location is also being considered by the DEP.
18. Should the DEP call the proposal in (which has not been decided as yet) the proposal will be assessed separate to Council and either approved with conditions, which address the environmental issues, or refused.
19. Should the DEP not ‘call in’ the proposal, the proposal is still required to meet DEP standards and requirements. In order to ensure that the proposal is sufficiently designed and managed to address the environmental issues that the solvent plant raises, an Environmental Management Plan should be required to the satisfaction of Council and the Department for Environmental Protection.
20. The issue of whether or not the Canola Processing Plant should locate at the Port has already been decided by Council at stage one, to have stage two located separately to stage one would not be a practical solution or a realistic expectation of the applicant
21. The height of the solvent extraction plant is not proposed to exceed the 27.1m AHD stipulated by Council at stage one of the development.

Item 12.1.1 continued

22. Overall, given that this is an assessment of the impact of stage two of the Canola Processing Plant, the majority of the concerns raised with the application are potential environmental issues. The formulation of an Environmental Management Plan to the satisfaction of Council and the Department for Environmental Protection would delineate the measures required to make the proposal environmentally acceptable and may assist in alleviating many of the concerns of some nearby residents. The retention of a maximum height limit on the development would help ensure that the impact of the proposal on the nearby residents is minimised.

RECOMMENDATION

That Council issue a conditional planning consent for the development of Stage Two of the Canola Processing Plant (Solvent Plant) at Lease Lots 45 & 46 within the Albany Port, adjacent to Berth Three. The conditions are to include, but not be limited to:

- i) The applicant preparing a comprehensive Environmental Management Plan for the design and management of the Solvent Plant. The management plan is to address the following issues but not be limited to:
 - Noise;
 - Odour;
 - Air emissions;
 - An emergency response plan in the event of a solvent spillage occurring, including the immediate evacuation of nearby industry and residences;
 - Methods of monitoring and controlling hexane emissions within agreed acceptable limits;
 - Waste water disposal;
 - Protection of marine waters; and
 - Other Department for Environmental Protection requirements.
- ii) The management plan is to be completed prior to occupation of the development to the satisfaction of Council and the Department for Environmental Protection;
- iii) Operation and development of the lot is to comply with the Environmental Management Plan to the satisfaction of Council and the Department for Environmental Protection; and
- iv) A maximum building height of 27.1m AHD is to apply for any structure constructed on the approved site.

Voting Requirement Simple Majority

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Item 12.1.1. continued

AMENDED RECOMMENDATION

THAT Council issue a conditional planning consent for the development of Stage Two of the Canola Processing Plant (Solvent Plant) at Lease Lots 45 & 46 within the Albany Port, adjacent to Berth Three. The conditions are to include, but not be limited to:

- i) the applicant preparing a comprehensive Environmental Management Plan for the design and management of the Solvent Plant. The management plan is to address the following issues but not be limited to:
 - Noise;
 - Odour;
 - Air emissions;
 - An emergency response plan in the event of a solvent spillage occurring, including the immediate evacuation of nearby industry and residences;
 - Methods of monitoring and controlling hexane emissions within agreed acceptable limits;
 - Waste water disposal;
 - Protection of marine waters;
- ii) the management plan is to be completed prior to the issue of a certificate occupation of the development to the satisfaction of Council and the Department for Environmental Protection;
- iii) operation and development of the lot which is to comply with the Environmental Management Plan and the Planning Scheme Consent; and
- iv) a maximum building height of 27.1m AHD is to apply for any structure constructed on the approved site.

Voting Requirement Simple Majority

.....

The Executive Director Development Services advised of the following minor amendments which should be made to part ii) of the item:

* the word “of” to be added at the end of line 1; the word “of” in line 2 to be deleted and replaced with the word “for”, and a comma added after the word “department” in line 2.

He also advised that during the day some concerns had been raised regarding the solvent hexane which is used in the extraction process. He said that there needs to be a clearly established emergency response plan in case of a release of hexane, and therefore recommended the amended recommendation be further amended by making the existing amended recommendation part (a), and the addition of part (b) as follows:

Item 12.1.1. continued

- (b) That the emergency response plan is to be referred by staff to Council for consideration by emergency services, for public comment and formal endorsement by Council.

COUNCIL RESOLUTION

**MOVED COUNCILLOR BOJCUN
SECONDED COUNCILLOR ARMSTRONG**

THAT:

- (a) Council issue a conditional planning consent for the development of Stage Two of the Canola Processing Plant (Solvent Plant) at Lease Lots 45 & 46 within the Albany Port, adjacent to Berth Three. The conditions are to include, but not be limited to:
- i) the applicant preparing a comprehensive Environmental Management Plan for the design and management of the Solvent Plant. The management plan is to address the following issues but not be limited to:
 - Noise;
 - Odour;
 - Air emissions;
 - An emergency response plan in the event of a solvent spillage occurring, including the immediate evacuation of nearby industry and residences;
 - Methods of monitoring and controlling hexane emissions within agreed acceptable limits;
 - Waste water disposal;
 - Protection of marine waters;
 - ii) The management plan is to be completed prior to the issue of a certificate of occupation for the development, to the satisfaction of Council and the Department for Environmental Protection;
 - iii) Operation and development of the lot which is to comply with the Environmental Management Plan and the Planning Scheme Consent; and
 - iv) A maximum building height of 27.1m AHD is to apply for any structure constructed on the approved site.
- (b) That the Emergency Response Plan is to be referred by staff to Council for consideration by emergency services, for public comment and formal endorsement by Council.

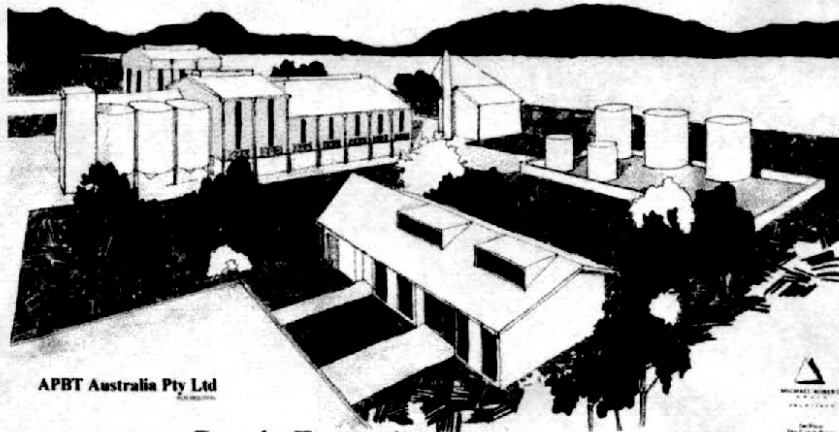
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MINUTES - ORDINARY COUNCIL MEETING - 13/07/99
** REFER DISCLAIMER **



ALBANY CANOLA OIL PLANT

PROJECT UPDATE & PHASE TWO OVERVIEW



APBT Australia Pty Ltd

Canola Extraction Plant - Albany



APBT AUSTRALIA PTY LTD
29 Dooley Street,
Naval Base WA 6165
08 94371188



Background

In June 1998 APBT Australia Pty. Ltd. announced its intentions to establish a canola seed crushing plant at the Port of Albany in Western Australia's Great Southern. The plant would have the capacity to process up to 250,000 tonnes of raw canola seed per year into edible oil and meal products (most of which will be destined for export).

Phase One Underway

The Town of Albany granted planning Consent for the Phase One development in June 1998. Site works have now commenced in preparation for the Phase One construction program. Tenders have been short-listed and contracts are about to be let for the building construction. It is anticipated that the processing operations will commence around December 1999.

Phase One in processing canola involves taking the seed from the adjacently located CBH storage bins, and putting it through rollers that compress the seed into flakes. This ruptures oil cells and makes the oil easier to extract. Next the flaked or rolled seeds are cooked and subjected to a pressing process which squeezes most of the oil out and leaves the flakes in large chunks called "cake". The oil is then stored for export and the cake is milled for sale as meal, a product high in demand for stock feeds.

Phase Two - What is proposed and why.

APBT Australia Pty Ltd. had initially intended to process seed for up to a year using mechanical expellers before securing the long term viability of the process by expanding into Phase Two which allows increased efficiency of oil recovery. In the early months of 1999, the prices for canola seed, oil and meal fell heavily on international commodity markets thus impacting on the viability of the Phase One Expeller operation.

Additional and immediate investment into Phase Two is now considered necessary to ensure that the operation is internationally competitive under current market conditions. The decision to bring forward the second phase investment will result in an earlier realisation of employment and infrastructure benefits to the Albany community.

APBT Australia Pty. Ltd. now wishes to obtain approval to construct the second phase of the process plant. This phase increases the efficiency of oil recovery in the plant by extracting residual canola oil that remains in the "cake" produced in the Phase 1 meal using a solvent extraction process. The oil extracted during both phases is then combined and made available for other plants to refine. The remaining cake is also ground into meal.

The solvent plant will be fully contained on the existing site, it will be located on the eastern side of the site, closely integrated with the first stage of buildings/plant and connected by overhead gantries.

What are the benefits to the Great Southern?

The combined Phase One and Two operations will bring numerous benefits to the region including:

- ❖ The operation will provide full time employment from the Albany area for 35 people with professional, clerical, process and management skills.
- ❖ The operation will return the value added benefits from the regional canola crop to the Western Australia and to the local community.
 - It will inject around \$2 million of wages and salaries into the local economy annually (including overheads).
 - \$7 million annually will be spent on operating expenses, much of which will be sourced from the Albany community.
 - The Albany area will enjoy the economic multiplier impact of this cash infusion into the local economy.
 - It will provide an alternative domestic market to regional growers for canola seed of over \$60 million annually at today's values.
 - It will provide regional feed formulators with a local, reliable supply of canola meal.
- ❖ The total capital investment for buildings and equipment will exceed \$17 million and APBT Australia Pty. Ltd. is giving preference to local contractors and suppliers wherever possible.
- ❖ During the construction phase, over 45 professional and skilled workers will be engaged for almost a year. Again the majority of this work will be available to local contractors.

Environmental Bonus for the Port of Albany.

As part of its Phase One commitment to the community, APBT Australia Pty. Ltd. undertook to ensure that no wastewater from the processing plant would enter the harbour. To implement this commitment, APBT Australia Pty. Ltd. negotiated a cooperative tripartite agreement between the Minister for Regional Development (Department of Commerce and Trade), the Water Corporation and APBT Australia Pty. Ltd.

With the assistance of a Regional Headworks loan from the State Government, APBT Australia Pty. Ltd. has provided pre-funding to the Water Corporation to extend the City's sewerage scheme to service its own operations and other industries in the Port Area. This extension of the sewerage scheme will ensure that no wastewater from the Canola Plant enters the harbour as well as having the potential to substantially reduce the level of nutrients and other pollutants entering the harbour from existing industries.

Environmental Management for the Phase Two development.

A comprehensive report has been prepared by Environmental Scientists, Alan Tingay & Associates, which describes the full details of the Phase Two processes and the proposed environmental management safeguards. This report and plans of the proposed building are available for perusal at the City of Albany, York Street, Albany, the Great Southern Development Commission, Stirling Terrace, Albany and the Department of Environment Protection, Westralia Square Building, 141 St. Georges Terrace, Perth.

The report, in part, provides for:

- ❖ All process wastewater, contaminated storm water and domestic sewage will be discharged to sewer. There will be no wastewater discharge into the harbour.
- ❖ The plant is designed with a system of bunds, sumps and detention basins to ensure potential contaminants do not enter the marine environment.
- ❖ The plant will be designed to ensure that any noise and air emissions are minimal and that they will comply with the strict requirements of the EPA.

To ensure that these measures are effective and maintained, APBT Australia Pty. Ltd. has engaged the services of Environmental Engineers, Kinhill Pty. Ltd. to work with its management to develop a comprehensive Site Management System. This SMS will consolidate the requirements of three ISO operating standards into a single, unique management programme to be implemented across the site. These standards are:

- ❖ ISO 9002 Quality Management
- ❖ ISO 14001 Environmental Management
- ❖ ISO 4805 Safety Management

Implementation and maintenance of these standards will be audited in accordance with the rules of the International Standards Organisation.

Further Information:

If you would like any further specific information on this project you are invited to contact :

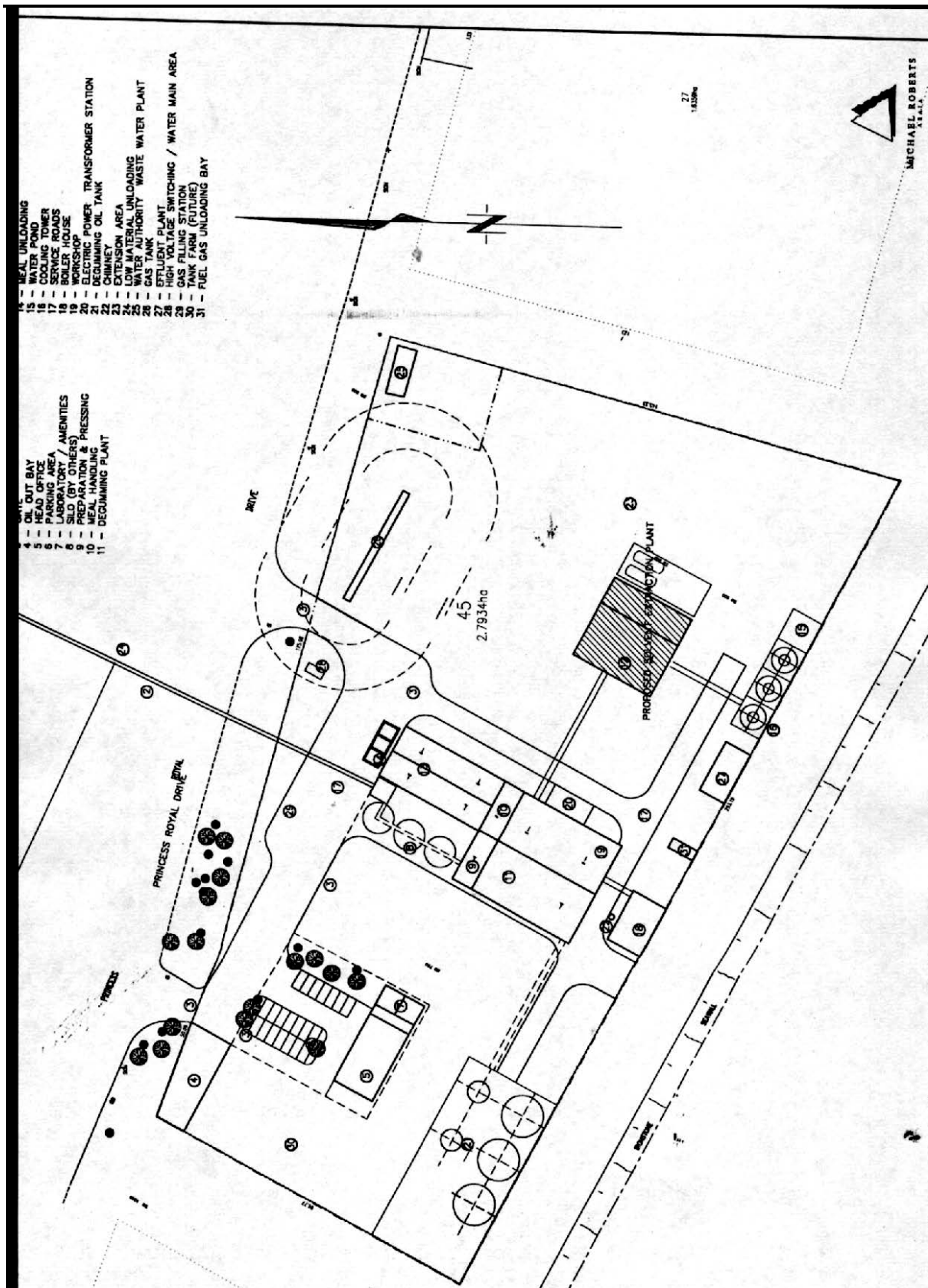


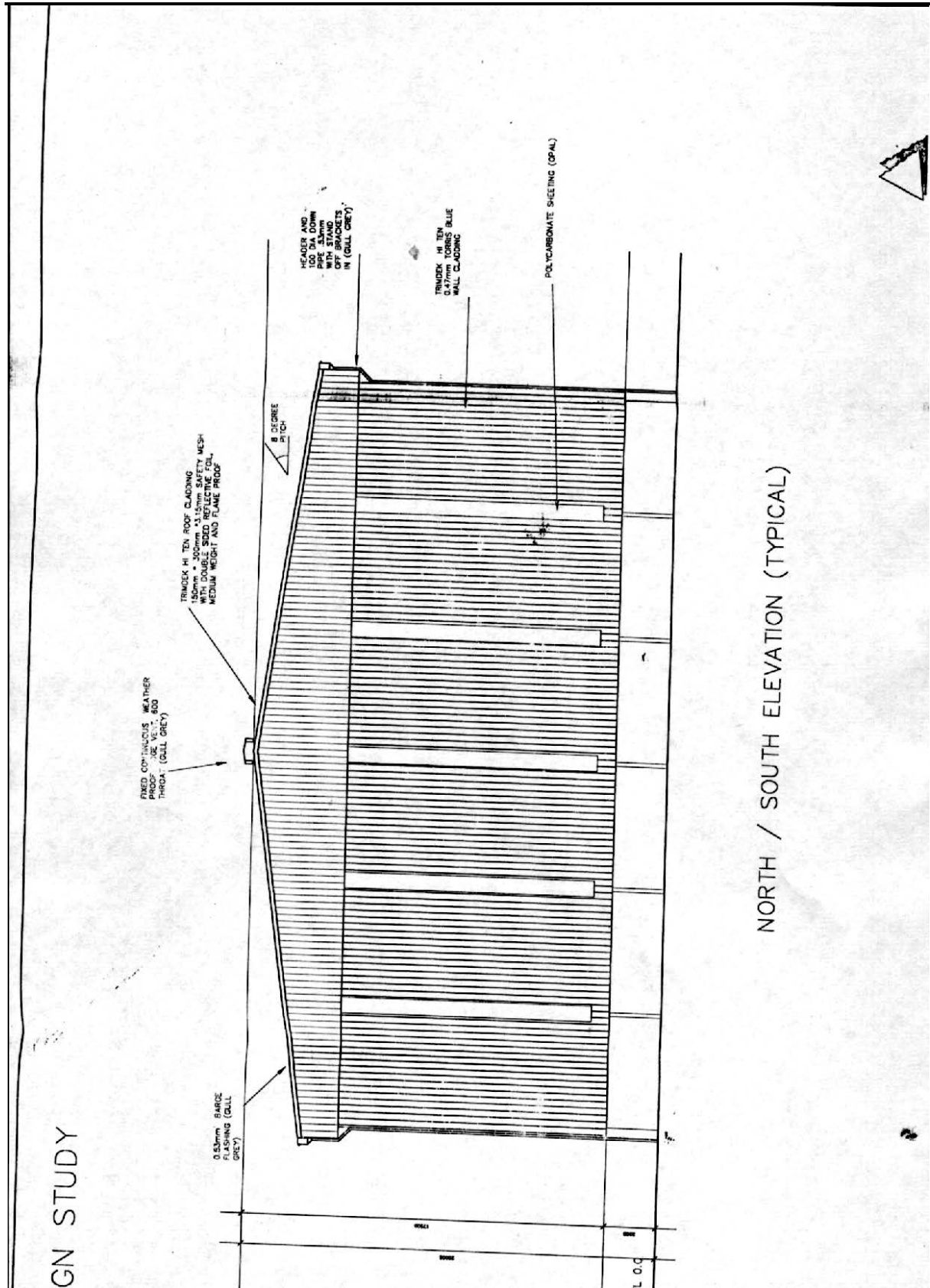
Mr. Tom Gladwin,
General Manager,
APBT Australia Pty. Ltd.,
29 Dooley Street,
Naval Base. W.A. 6165
Tel 08 9437 1188



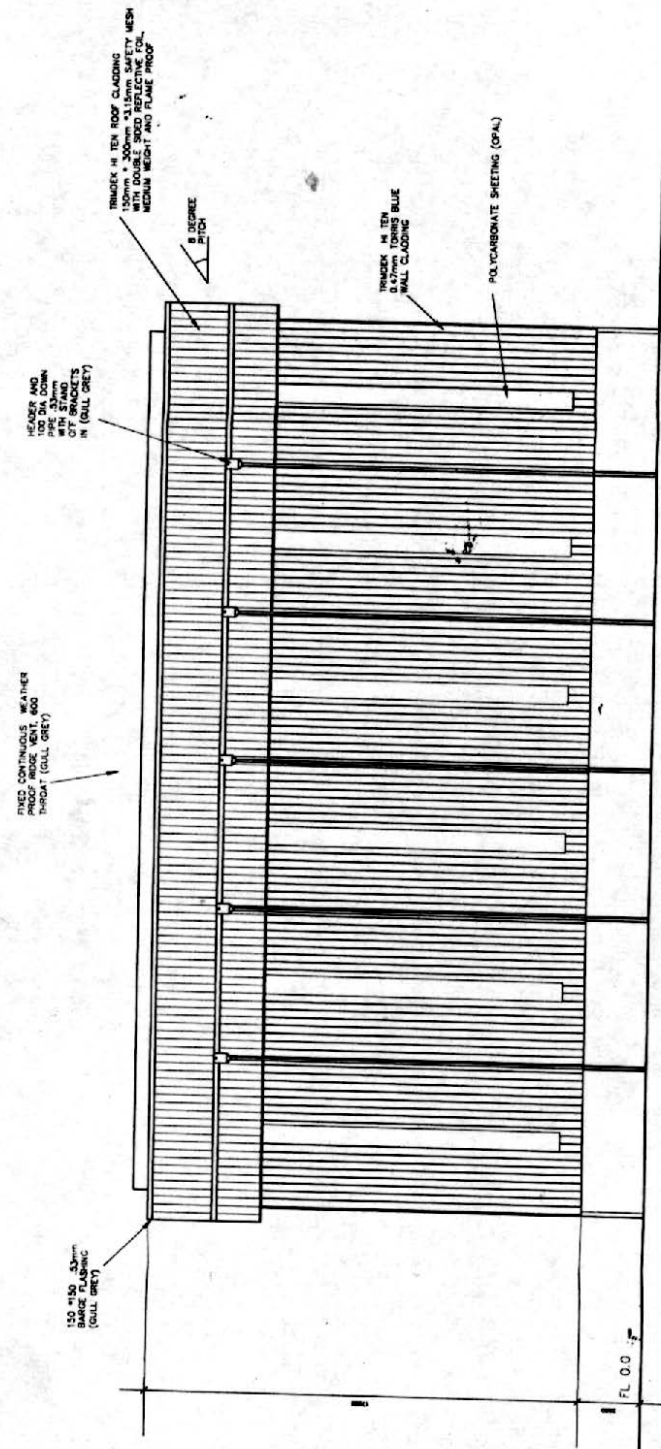
Mr. Peter Cook,
Director,
Great Southern Development Commission,
Stirling Terrace,
Albany. W.A. 6330
Tel 08 9841 4088

MINUTES - ORDINARY COUNCIL MEETING - 13/07/99
 ** REFER DISCLAIMER **





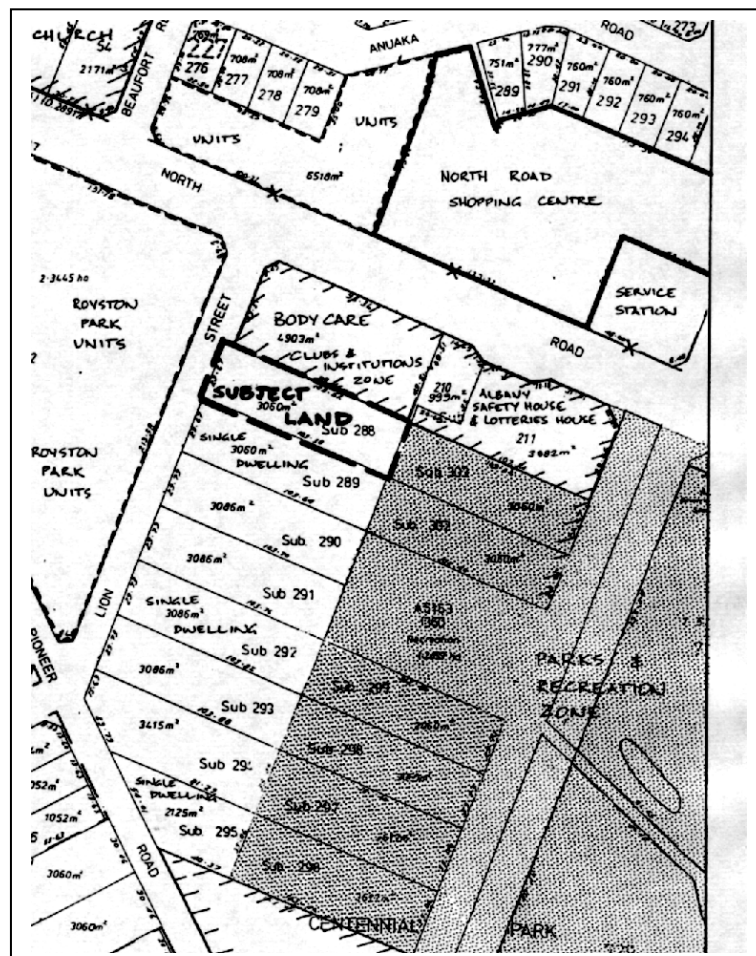
AL DESIGN STUDY



EAST / WEST ELEVATIONS

12.1.2 Proposed Rezoning of Lot 288 Lion Street

- File/Ward** : A132407A, SAR9 - Frederickstown Ward
- Proposal/Issue** : Rezoning of Lot 288 (64) Lion Street from Residential to Clubs and Institutions
- Subject Land** : Lot 288 (64) Lion Street, Centennial Park
- Proponent** : Ayton, Taylor & Burrell
- Owner** : A & JA Parrington
- Reporting Officer** : Planning Assistant (P Watt)
- Previous Reference** : Nil
- Summary Recommendation** : Support the re-zoning request and request appropriate documentation, with additional information and modifications.
- Locality Plan** :



Item 12.1.2 continued

BACKGROUND

1. Council's consideration is sought on a proposed amendment to rezone Lot 288 Lion Street, Centennial Park, from Residential 'R20' to Clubs and Institutions.
2. A report has been received from the proponent, providing justification for the proposed rezoning and seeking support for the rezoning prior to taking the step of formulating scheme amendment documents. The proponent's justification forms the majority of the background and comment for the purposes of this report and it is located in the Elected Members Report/Information Bulletin.
3. The lot in question is Lot 288 (64) Lion Street, Centennial Park which has a lot size of 3060M² and is currently zoned Residential 'R20'. It is adjacent to a health and fitness centre known as 'The Body Club' which is located on the corner of North Road and Lion Street, and zoned Clubs and Institutions. The remaining lots in Lion Street are zoned residential and have residential uses with the exception of the corner opposite The Body Club which has a Special Site allowing 3 medical practitioners to operate.
4. The site is located in a street that is predominantly zoned residential 'R20'. A change of zoning to Clubs and Institutions would allow for the development of such uses as a Medical Clinic, Private Recreation and Club premises. The proponent states that this would allow for the expansion of The Body Club and also permit a physiotherapy and medical centre to be built.

STATUTORY REQUIREMENTS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil.

COMMENT/DISCUSSION

5. Zoning the Lot from Residential 'R20' to Clubs and Institutions would enable the site to be developed for Medical Clinic, Private Recreation and Club premises. Such uses would be consistent with existing uses in the surrounding area on North Road and would facilitate the expansion of The Body Club.

Item 12.1.2 continued

6. Lion Street is generally of a residential character with the non-residential uses of a health and fitness centre and medical centre being confined to the properties adjoining North Road. Rezoning the site represents an extension of the commercial uses of the surrounding areas on the corner of North Road and Lion Street. It would therefore extend non-residential uses into a residential area.
7. As the proponent noted the greatest potential for impact would be through increased traffic flow in access and parking, particularly outside of business hours. To ensure that the residential amenity of the street is maintained particular attention would need to be paid to vehicle access and egress, parking, the built form and to landscaping provisions.

RECOMMENDATION

That the applicant be advised that Council supports the request for the re-zoning of Lot 288 Lion Street, Centennial Park from Residential 'R20' to Clubs and Institutions and requires the proponent to lodge amending documents.

Voting Requirement Simple Majority

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The Executive Director Development Services advised the officer report contained some minor inaccuracies which should be corrected as follows:

- The owner of the property is A & JA Partington, not Parrington
- The words "with additional information and modifications" to be removed from the Summary Recommendation.
- In paragraphs 3, 4 and 5, the words "The Body Club" to be deleted and replaced by the word "Bodycare".

COUNCIL RESOLUTION

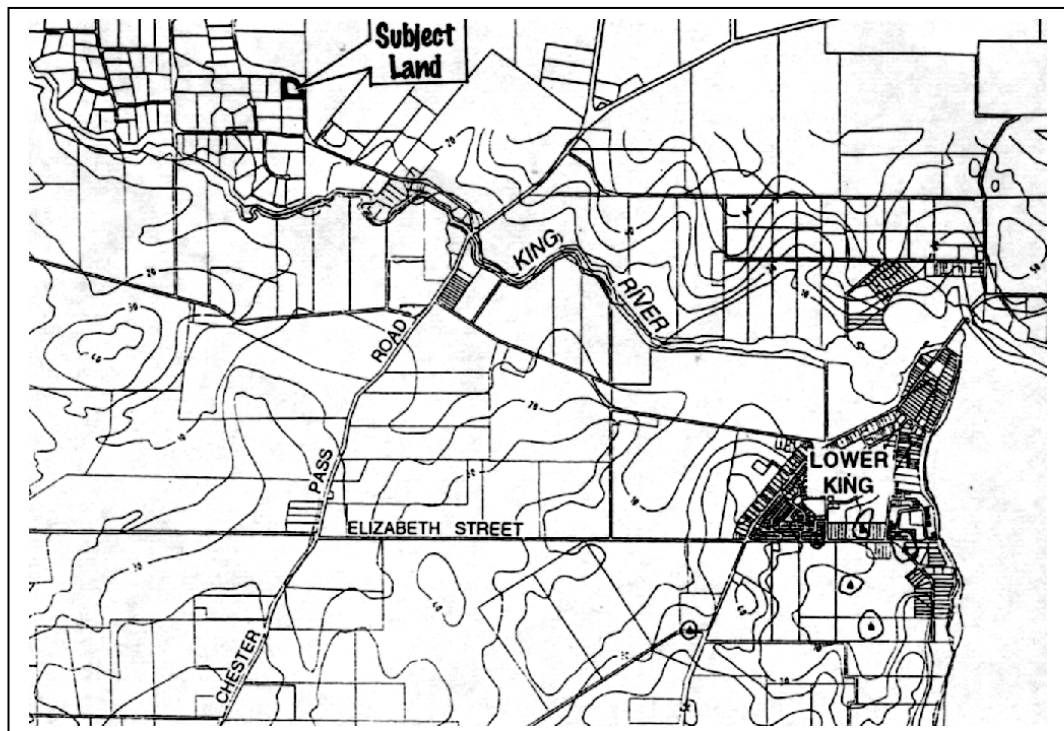
**MOVED COUNCILLOR BAIN
SECONDED COUNCILLOR WILLIAMS**

That the applicant be advised that Council supports the request for the re-zoning of Lot 288 Lion Street, Centennial Park from Residential 'R20' to Clubs and Institutions and requires the proponent to lodge amending documents.

MOTION CARRIED 14 – 0

12.1.3 Proposed Rezoning - Lot 6 Millbrook Road, King River

| | | |
|--------------------------------|---|--|
| File/Ward | : | A5410 (Kalgan) |
| Proposal/Issue | : | Rezone Lot 6 Millbrook Road, King River from Special Rural to Special Rural and Additional Use zone. |
| Subject Land/Locality | : | Lot 6 Location 510 Millbrook Road, King River |
| Proponent | : | Ayton, Taylor & Burrell |
| Owner | : | DTE Armstrong |
| Reporting Officer(s) | : | Administration Officer Development (N Kipling) |
| Previous Reference | : | Cnl 25/11/98 Item 12.1.4 |
| Summary Recommendation: | : | Note Minister's Decision |
| Locality Plan | : | |



Item 12.1.3 continued

BACKGROUND

1. At its ordinary meeting held 25 November 1998, Council resolved to adopt for final approval, subject to modifications and additions to the Special Provisions and Development Guide Plan, Amendment 173 to Town Planning Scheme No. 3. The Amendment proposes to rezone Lot 6 Millbrook Road, King River from Special Rural to Special Rural and Additional Use zone.
2. A copy of the previous Report and Schedule of Submissions is included in the Information Bulletin.

STATUTORY REQUIREMENTS

3. The Minister for Planning's decision in relation to this matter is final.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC PLAN IMPLICATIONS

Nil.

COMMENT/DISCUSSION

4. On 18 June 1999, Council received notification that the Minister for Planning has refused to grant final approval to the Amendment for the following reasons:

- "a) The land use and development proposed under the Amendment would create unacceptable impacts on the rural residential amenity and privacy of the adjoining neighbours as a result of the substantial increase in passing traffic and chalets being built in close proximity.*
- b) Approval of the Amendment would result in the creation of a precedent for further similar Amendments to provide for commercial development on other Special Rural lots.*
- c) Approval to the Amendment may detrimentally affect traffic safety at the intersection of Millbrook Road and Old Millbrook Road."*

Council officers have notified the applicant of the decision and no further action is required.

Item 12.1.3 continued

RECOMMENDATION

THAT the Minister for Planning's decision on Amendment 173 be noted.

Voting Requirement Simple Majority

.....

COUNCIL RESOLUTION

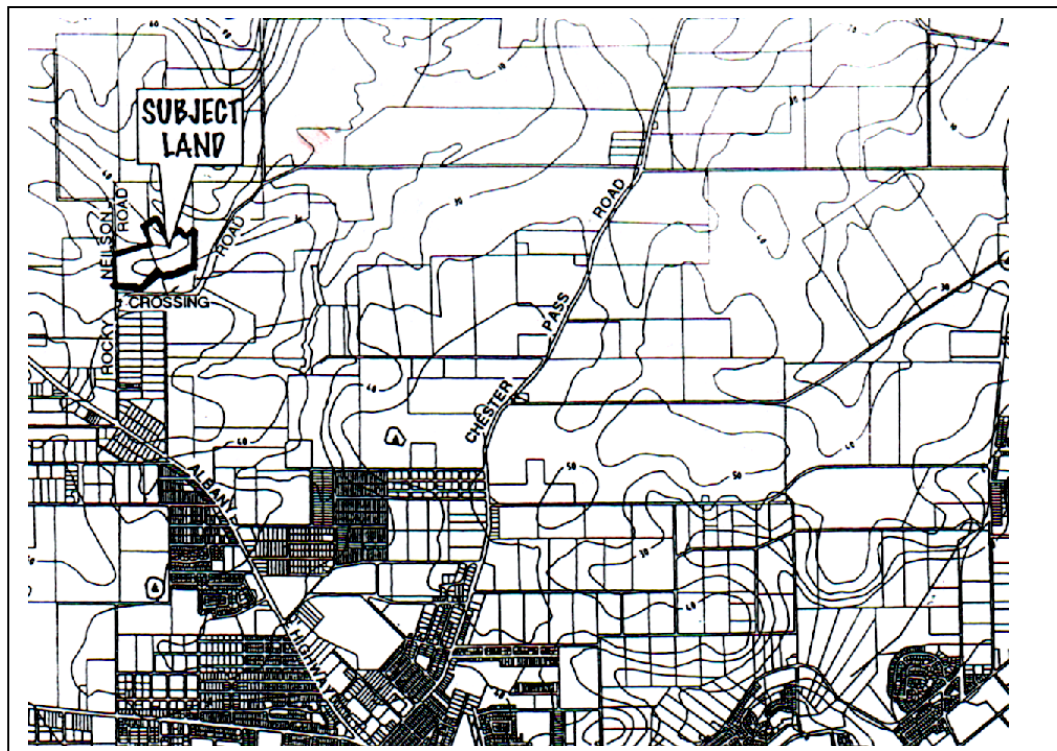
**MOVED COUNCILLOR WOLFE
SECONDED COUNCILLOR WALKER**

THAT the Minister for Planning's decision on Amendment 173 be noted.

MOTION CARRIED 14 – 0

12.1.4 Initiate Rezoning – Lot 102 Neilson Road and Lot 71 Pinaster Road, Willyung

- File/Ward** : A70419A & A71655A/AMD200
(Kalgan Ward)
- Proposal/Issue** : Request to initiate rezoning on Lot 102 Neilson Road and Lot 71 Pinaster Road, Willyung from the 'Rural' zone to 'Special Rural' and 'Parks and Recreation' zone.
- Subject Land/Locality** : Lot 102 Neilson Road and Lot 71 Pinaster Road, Willyung
- Proponent** : Ayton, Taylor & Burrell
- Owner** : AE & BJ Carter and Notle Pty Ltd
- Reporting Officer(s)** : Planning Assistant (A Augustson)
- Previous Reference** : Cnl 28.04.99 Item 12.1.1
- Summary Recommendation:** Initiate Amendment
- Locality Plan** :



Item 12.1.4 continued

BACKGROUND

1. At its ordinary meeting held 28th April 1999, Council considered a request to initiate an amendment to Town Planning Scheme No. 3 to rezone Lot 102 Neilson Road and Lot 71 Pinaster Road, Willyung from the 'Rural zone to 'Special Rural' zone. The following resolution was adopted:-

“THAT Council resolves to advise the proponent that it is prepared to receive amending documents for the purposes of initiating Amendment No. 200 to rezone Lot 102 Neilson Road and Lot 71 Pinaster Road , Willyung from the “Rural “ zone to “Special Rural” zone.”

STATUTORY REQUIREMENTS

2. Section 7 of the Town Planning and Development Act provides the mechanism for a town planning scheme to be amended. Council must resolve to initiate a scheme amendment and then place the amending documents on public display. Any comments received must be considered by Council and a recommendation is then made by Council to the Minister for Planning on the course of action Council wishes to pursue (this is where this application currently sits in the process). Council can seek to progress the amendment without change, it can modify the amending documents to reflect the submissions received or it can recommend that the rezoning not proceed.
3. If Council resolves to decline to proceed with the rezoning or to grant final approval to the amendment, with or without modifications, the documents are then referred to the Minister for Planning. The Minister can accept Council's recommendation or he can require his own modifications to the documents prior to them being gazetted and coming into force. The Minister can also decline to withdraw from the rezoning if he considers Council's decision is not consistent with orderly planning.

POLICY IMPLICATIONS

4. A permanent watercourse traverses the subject land. The amending documents have identified a portion of land, previously included within the proposed lots, to be ceded as foreshore reserve/public open space.

FINANCIAL IMPLICATIONS

5. The proposed area of Foreshore Reserve/Public Open Space will be ceded to Council at the time of subdivision. The ongoing management and maintenance of this area will become the responsibility of Council.
6. Neilson Road is constructed to a gravel standard only. Council is currently undertaking works to upgrade Neilson Road along the road frontage of Lot 102.

Item 12.1.4 continued

STRATEGIC PLAN IMPLICATIONS

Nil.

COMMENT/DISCUSSION

- 7. The amending documents have now been received and meet Council requirements. A copy of the documents is included in the Elected Members Information Bulletin.

RECOMMENDATION

THAT Council in pursuance of Section 7 of the Town Planning and Development Act, 1928 (as amended) amends the City of Albany Town Planning Scheme No. 3 by:

- i) Rezoning Lot 71 Pinaster Road Willyung from the ‘Special Rural’ and ‘Rural’ zones to the ‘Special Rural’ zone and the ‘Parks and Recreation’ (non restricted) reserve
- ii) Rezoning Lot 102 Neilson Road Willyung from the ‘Rural’ zone to the ‘Special Rural’ zone and the ‘Parks and Recreation’ (non restricted) reserve.
- iii) Including Lot 71 Pinaster Road and Lot 102 Neilson Road within Special Rural Zone Area No.12 and modifying the identification, Special Provisions and Subdivision Guide Plans accordingly;
- iv) Amending the Scheme Maps accordingly.

Voting Requirement Simple Majority

.....

Councillor Armstrong declared an interest in this item as he owns adjoining property, and left the Council Chambers at 8:07pm.

The Executive Director Development Services advised a minor change is required to the officer recommendation, by the addition of the words “resolves to” after the words “(as amended)” in line two, and the word “amends” in the same line to be changed to “amend”.

Item 12.1.4. continued

**MOVED COUNCILLOR DUFTY
SECONDED COUNCILLOR LUBICH**

THAT Council in pursuance of Section 7 of the Town Planning and Development Act, 1928 (as amended) resolves to amend the City of Albany Town Planning Scheme No. 3 by:

- i) Rezoning Lot 71 Pinaster Road Willyung from the ‘Special Rural’ and ‘Rural’ zones to the ‘Special Rural’ zone and the ‘Parks and Recreation’ (non restricted) reserve**
- ii) Rezoning Lot 102 Neilson Road Willyung from the ‘Rural’ zone to the ‘Special Rural’ zone and the ‘Parks and Recreation’ (non restricted) reserve.**
- iii) Including Lot 71 Pinaster Road and Lot 102 Neilson Road within Special Rural Zone Area No.12 and modifying the identification, Special Provisions and Subdivision Guide Plans accordingly;**
- iv) Amending the Scheme Maps accordingly.**

MOTION WITHDRAWN

Councillor Evans advised he believed the Local Rural Strategy clearly indicates that for land to be zoned “Special Rural” a lot must be greater than 1 hectare and some lots do not comply, therefore he would like to propose an amended motion which contained additional wording in point iii).

Item 12.1.4. continued

**MOVED COUNCILLOR EVANS
SECONDED COUNCILLOR LUBICH**

THAT Council in pursuance of Section 7 of the Town Planning and Development Act, 1928 (as amended) resolves to amend the City of Albany Town Planning Scheme No. 3 by:

- i) Rezoning Lot 71 Pinaster Road Willyung from the ‘Special Rural’ and ‘Rural’ zones to the ‘Special Rural’ zone and the ‘Parks and Recreation’ (non restricted) reserve**
- ii) Rezoning Lot 102 Neilson Road Willyung from the ‘Rural’ zone to the ‘Special Rural’ zone and the ‘Parks and Recreation’ (non restricted) reserve.**
- iii) Including Lot 71 Pinaster Road and Lot 102 Neilson Road within Special Rural Zone Area No.12 and modifying the identification, Special Provisions and Subdivision Guide Plans accordingly to show all lots with a minimum lot area of 1 hectare on the Subdivision Guide Plan;**
- iv) Amending the Scheme Maps accordingly.**

MOTION LOST 6 – 7

COUNCIL RESOLUTION

**MOVED COUNCILLOR DUFTY
SECONDED COUNCILLOR WALKER**

THAT Council in pursuance of Section 7 of the Town Planning and Development Act, 1928 (as amended) resolves to amend the City of Albany Town Planning Scheme No. 3 by:

- i) Rezoning Lot 71 Pinaster Road Willyung from the ‘Special Rural’ and ‘Rural’ zones to the ‘Special Rural’ zone and the ‘Parks and Recreation’ (non restricted) reserve**
- ii) Rezoning Lot 102 Neilson Road Willyung from the ‘Rural’ zone to the ‘Special Rural’ zone and the ‘Parks and Recreation’ (non restricted) reserve.**
- iii) Including Lot 71 Pinaster Road and Lot 102 Neilson Road within Special Rural Zone Area No.12 and modifying the identification, Special Provisions and Subdivision Guide Plans accordingly;**
- iv) Amending the Scheme Maps accordingly.**

MOTION CARRIED 9 – 4

Councillor Evans requested his name be recorded as voting against the motion

Councillor Armstrong returned to the Council Chambers at 8:15pm.

12.1.5 Amendment to Special Residential Area No. 3 (The Pines Estate) Special Provisions

File/Ward : STR067/AMD203 (West Ward)

Proposal/Issue : Request to initiate amending scheme provisions for Special Residential Zone (Area No.3)

Subject Land/Locality : Location 488 South Coast Highway, McKail

Proponent : Ayton, Taylor & Burrell

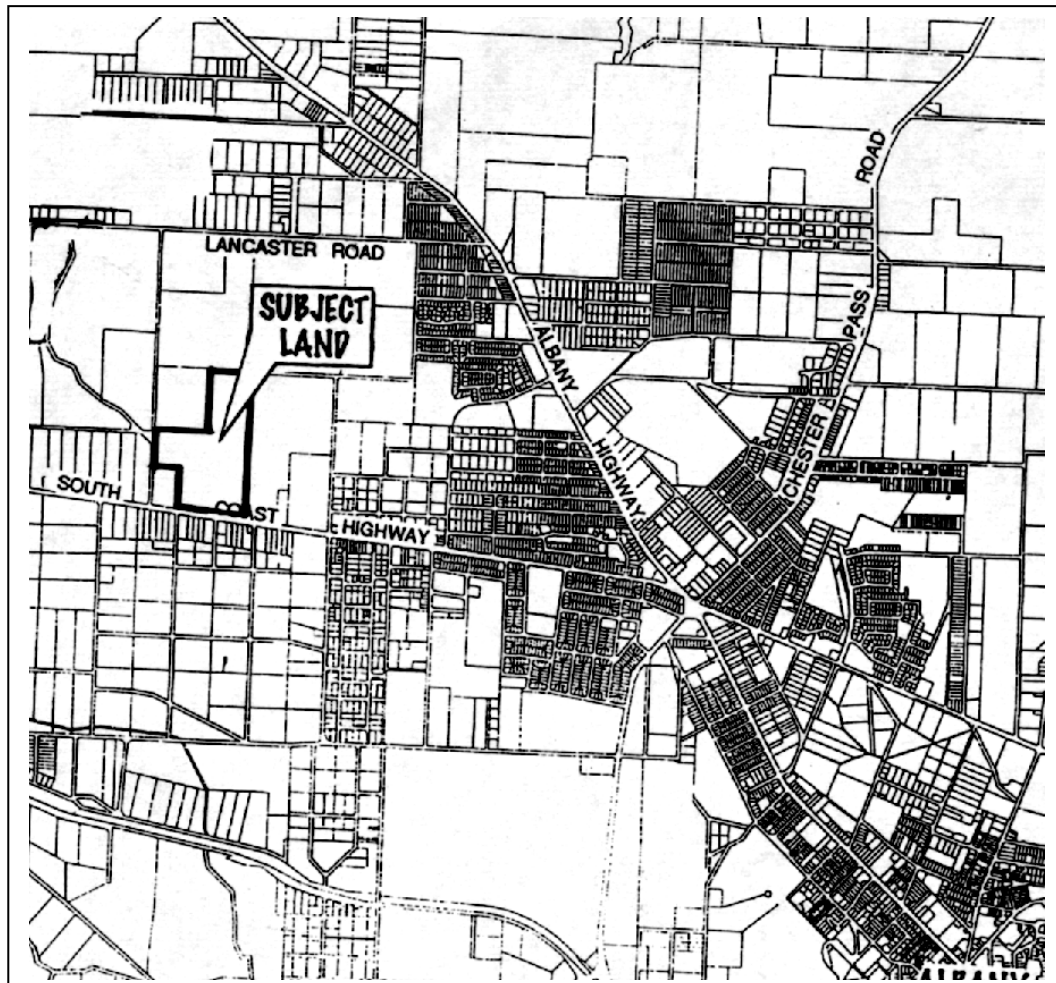
Owner : N/A

Reporting Officer(s) : Planning Assistant (A Augustson)

Previous Reference : Cnl 14/4/99 Item 12.1.2

Summary Recommendation: Initiate Amendment

Locality Plan :



Item 12.1.5 continued

BACKGROUND

1. At its ordinary meeting held 14 April 1999, Council considered a request to amend the provisions restricting the keeping of cats in the “Pines Estate” Special Residential zone (Area No. 3) and resolved:-

“THAT Council support the request to introduce clauses into the City of Albany Town Planning Schemes 1A and 3 to introduce a new land use class of “Home Business” and to amend the provisions restricting the keeping of cats in “The Pines” Estate Special Residential zone.”

2. The documents for amending Town Planning Scheme No.3 provisions relating to the keeping of cats in Special Residential Zone No.3 have now been received.
3. The introduction of the land use class for “Home Business” will be dealt with via separate amendments to Town Planning Scheme’s 1A & 3.

STATUTORY REQUIREMENTS

4. Section 7 of the Town Planning and Development Act provides the mechanism for a town planning scheme to be amended. Council must resolve to initiate a scheme amendment and then place the amending documents on public display. Any comments received must be considered by Council and a recommendation is then made by Council to the Minister for Planning on the course of action Council wishes to pursue (this is where this application currently sits in the process). Council can seek to progress the amendment without change, it can modify the amending documents to reflect the submissions received or it can recommend that the rezoning not proceed.
5. If Council resolves to decline to proceed with the rezoning or to grant final approval to the amendment, with or without modifications, the documents are then referred to the Minister for Planning. The Minister can accept Council’s recommendation or he can require his own modifications to the documents prior to them being gazetted and coming into force. The Minister can also decline to withdraw from the rezoning if he considers Council’s decision is not consistent with orderly planning.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC PLAN IMPLICATIONS

Nil.

Item 12.1.5 continued

COMMENT/DISCUSSION

6. A meeting was held between the applicant and Council officers to discuss the documentation requirements. Amendment documents have subsequently been received and meet Council requirements.
7. The restriction on the keeping of cats within rural residential areas is generally imposed on areas that have been set aside as a conservation zone or where there is a nearby nature reserve. Special Residential Zone No. 3 is surrounded by rural land uses and does not adjoin any nature reserves or land set aside for conservation.

RECOMMENDATION

THAT Council in pursuance of Section 7 of the Town Planning and Development Act, 1928 (as amended) resolves to amend the City of Albany Town Planning Scheme No. 3 by amending the scheme provisions for Special Residential Zone (Area No. 3) for the purpose of allowing landowners to keep cats within the area.

Voting Requirement Simple Majority

.....

COUNCIL RESOLUTION

**MOVED COUNCILLOR CECIL
SECONDED COUNCILLOR DUFTY**

THAT Council in pursuance of Section 7 of the Town Planning and Development Act, 1928 (as amended) resolves to amend the City of Albany Town Planning Scheme No. 3 by amending the scheme provisions for Special Residential Zone (Area No. 3) for the purpose of allowing landowners to keep cats within the area.

MOTION CARRIED 14 – 0

PLANNING REPORT

1.0 INTRODUCTION

The purpose of this amendment is to allow residents within the Pines Estate Special Residential Zone (Area 3) to own a cat. This will entail the amendment of the relevant Scheme provision as set out in Schedule 4 of the Scheme Text.

2.0 BACKGROUND

The provisions for the area preclude the ownership of cats. Such a provision is normally only incorporated in developments which abut National Parks or conservation reserves. As the land does not abut such areas, it is inconsistent that it has been applied to this area and not others. The restriction has resulted in sales being lost that are critical to the on-going viability of the project.

3.0 PROPOSED CHANGE

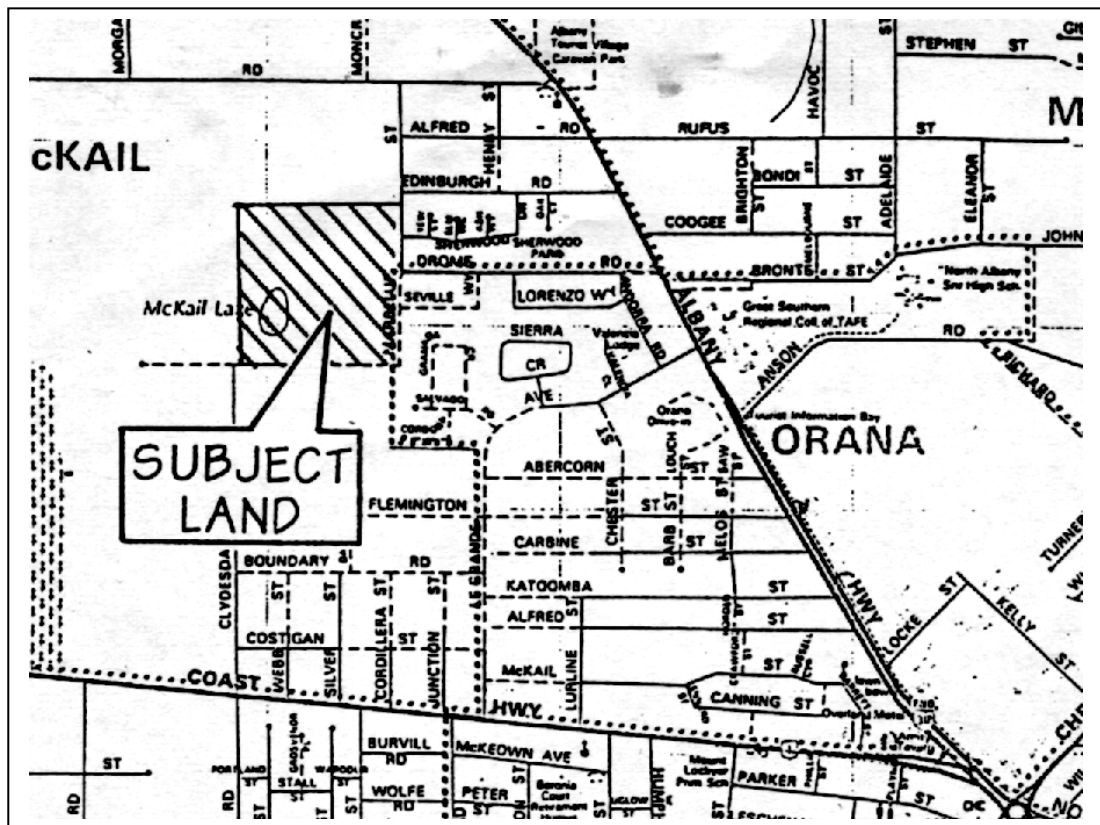
Clause (5)(c) currently prohibits cats. It is proposed to delete reference to cats so that they can be owned as pets within the estate.

4.0 CONCLUSION

The proposed modification to the Special Residential provisions for Area 3 will remove the inconsistent restriction on cats in an urban area where it is not applied to any other land. The restriction is currently deterring prospective purchasers from acquiring land in the estate. In order for this area to compete fairly with other similar developments, it is requested that the amendment be supported.

12.1.6 Proposed Street Names – McKail Subdivision

- File** : SER079/A18760 (West Ward)
- Proposal/Issue** : Council is requested to consider street names for roads created by a recent subdivision.
- Subject Land/Locality** : Locations 80 (37-75) McGonnell Road, McKail
- Proponent** : Harley, Hedderwick and Webber Pty Ltd
- Owner** : Southern Land Development Pty Ltd
- Reporting Officer** : Administration Officer - Development (M McCracken)
- Previous Reference** : Nil
- Summary Recommendation:** Approve the proposed street names and forward this recommendation to the Geographic Names Committee.
- Locality Plan** :



Item 12.1.6 continued

BACKGROUND

1. Council has received a request from Mr Eric Harley of Harley Hedderwick and Webber Pty Ltd to name the streets created by the subdivision of Location 80 (37-75) McGonnell Road, McKail. A copy of the application follows this report.
2. To name a street, a proposal is received by Council from the applicant, a decision on a suitable name is made by Council, and then the proposed name is forwarded to the Geographic Names Committee (GNC) of the Department of Lands Administration (DOLA) to verify and administer the naming of the street.
3. Preferred sources for street names in Council's policy are aboriginal names, pioneers, early settlers, war causality lists and thematic names. The proposed names have a common theme, which is based on former business proprietors in Albany. The City of Albany's Local Studies Officer, Mr Malcolm Trail, has researched the proposed names and has provided a brief explanation of the origin of each name following this report.

STATUTORY REQUIREMENTS

4. If endorsed, the proposed street names will be forwarded to the Geographic Names Committee for approval.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC PLAN IMPLICATIONS

Nil.

COMMENT/DISCUSSION

5. The proposal complies with Council's policy for naming Development Areas and Streets as the proposed street names form part of a common theme.
6. None of the proposed street names have been used in the City of Albany.

Item 12.1.6 continued

RECOMMENDATION

THAT,

The Geographic Names Committee be requested to add the names Beal, Brady, Crispe, Gerdes, Holland, Kitcher, Todd and O’Keefe to the list of approved road names;

and

Road names for the subdivision of Location 80 (37-75) McGonnell Road, McKail be as follows:

Crispe Way, Kitcher Parade, Holland Lane, O’Keefe Parade, Gerdes Way, Brady Corner, Beal Lane, Todd Road, Lakeside and the extension of Drome Road.

Voting Requirement Simple Majority

.....

The Executive Director Development Services recommended the name “Holland” be removed from the approved road list, and from the list of names for the subdivision of Location 80 (37-75) McGonnell Road, McKail, and Gerdes Way extend over that section of road shown on the plans as Holland Lane.

COUNCIL RESOLUTION

**MOVED COUNCILLOR DUFTY
SECONDED COUNCILLOR WOLFE**

THAT,

The Geographic Names Committee be requested to add the names Beal, Brady, Crispe, Gerdes, Kitcher, Todd and O’Keefe to the list of approved road names;

and

Road names for the subdivision of Location 80 (37-75) McGonnell Road, McKail be as follows:

Crispe Way, Kitcher Parade, O’Keefe Parade, Gerdes Way, Brady Corner, Beal Lane, Todd Road, Lakeside Drive and the extension of Drome Road.

MOTION CARRIED 14 – 0

Albany Public Library and Information Service
Local Studies Collection

POTENTIAL STREET NAMES ALBANY MERCHANTS, TRADERS AND OTHER IDENTITIES

| | |
|--------------------|---|
| Beal, George | Draper in York Street, Albany up to about 1960 |
| Brady | Owner of Albany Brewery in Middleton Road |
| Crispe, Ron | Cinematographer and cinema proprietor |
| Gerdes, A | Prominent landowner around turn of the century. Original owner of the Monument building. He built Monument Corner and was the ship's provedore for the American Fleet's visit in 1908. |
| Holland, Archibald | From the firm of Holland & Long, was also a brewery owner, which was situated in Middleton Road. Born 1874 died 1940. Brewed beer and soft drinks (the soft drinks were sold with marbles in the necks of the bottles.) |
| Kitcher, | First name possibly William James. He was a salesman and also owned the Monument Buildings. Died 02/11/53. |
| O'Keefe, M | Hardware and paint shop proprietor – now deceased. |
| Todd, Thomas | Bookshop proprietor and owner of Todd's Arcade at foot of York Street. |

HARLEY, HEDDERWICK & WEBBER Pty. Ltd.

A.C.N. 009 101 786
CONSULTING LICENSED SURVEYORS
Land, Engineering & Mining Surveys. Subdivision Design & Straits Surveys

Resident Directors:
E A HARLEY, L.S., F.I.S. (Aust)
R J HEDDERWICK, B.App.Sc. (Surv), L.S., M.I.S. (Aust) M.I.E.M.S. (Aust)
J S BOLHUIS, B. App. Sc (Surv) L.S.

118 Serpentine Road,
Albany, W.A. 6330.
P.O. Box 5207, Albany, W.A. 6332.
Telephone 08 9841 7333
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Email hhwalb@fullcomp.com.au
After Hours 08 9844 4035
08 9841 4407
08 9841 8784

Visit Mt. Barker Tuesday 8.30 to 12 noon
18 Langton Road.
(By Appointment)

Our Ref: 10668/EAH

14 June 1999

The Chief Executive Officer
City of Albany
PO Box 484
ALBANY WA 6331

| | | |
|----------------------------|--------------------|------------------|
| CITY OF ALBANY RECEIVED | | |
| 15 JUN 1999 | | |
| FILE PR | CONF NO 9910034 | OFFICER PLAN1 |
| REPLY Y/B | ACKNCW SENT 1/1 | CNL/BLTN |

Dear Sir

SUBDIVISION PLANTAGENT LOCATION 80 WAPC FILE 107827

We enclose a copy of our Precalculation Plan for Location 80 with proposed new road names highlighted. All other names shown on the plan have already been approved.

The theme of the naming is based on early and in some cases more recent business proprietors in the Town of Albany. The principle of this theme was discussed with Craig Purséy and the names have been researched from the local Studies Collection in the Albany Public Library by Mr Malcolm Trail. The attached list provides details.

We have had both the names and their allocation to the street in question serviced on plan by the staff at the Geographic Names Committee and these have been accepted.

Will you request Council's consideration of the names and in due course advise the Geographic Names Committee of their approval.

Yours faithfully

Eric Harley
for **HARLEY, HEDDERWICK & WEBBER PTY LTD**
enc List of Names
Precalculation Plan
10668coa14.doc/june99(1)/jl

HARLEY, HEDDERWICK & WEBBER Pty. Ltd.

A.C.N. 009 101 786
CONSULTING LICENSED SURVEYORS
Land, Engineering & Mining Surveys. Subdivision Design & Strata Surveys

Resident Directors:
E A HARLEY, L.S., F.I.S. (Aust)
R J HEDDERWICK, B.App.Sc. (Surv), L.S., M.I.S. (Aust) M.I.E.M.S. (Aust)
J S BOLHUIS, B. App. Sc (Surv) L.S.

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Visit Mt. Barker Tuesday 8.30 to 12 noon
18 Langton Road.
(By Appointment)

Our Ref: 10668/EAH

5 July 1999

The Chief Executive Officer
City of Albany
PO Box 484
ALBANY WA 6331

ATTENTION MELISSA McCracken

Dear Sir

SUBDIVISION PLANTAGENET LOCATION 80 McGONNELL ROAD


We refer to recent discussion as to the use of the name Deykin" on a road in the above subdivision and in view of Council's concern about confusion with "Deakin" we now propose the name "Todd Road". Detail on the origin of the name is attached.

In relation to the relationship between Brady Corner and Beal Lane we make the following comments.

- 1 The original design plan approved by the WAPC showed a very specific variation in pavement treatment which would differentiate in the appearance of the two alignments.
- 2 In view of the virtual cross roads approved and vested at Drome it was essential that pavement and street treatment in Beal Place be significantly different to other streets.
- 3 The Northern pavement junction of Beal Lane and Drome Road will have a flat concrete kerb on the alignment of the Southern kerb of Drome Road.
- 4 The alignment and width of the pavement in Beal Lane will be somewhat similar to that in a recent Wood and Greive design in a Denmark Subdivision, copy of which is attached. However, the pavement will be wider and through access for garbage trucks will be allowed for.

At this stage Wood and Grieve have not commenced engineering design of the roads but they will be taking steps as outlined above to achieve a very significantly different treatment of Beal Lane.

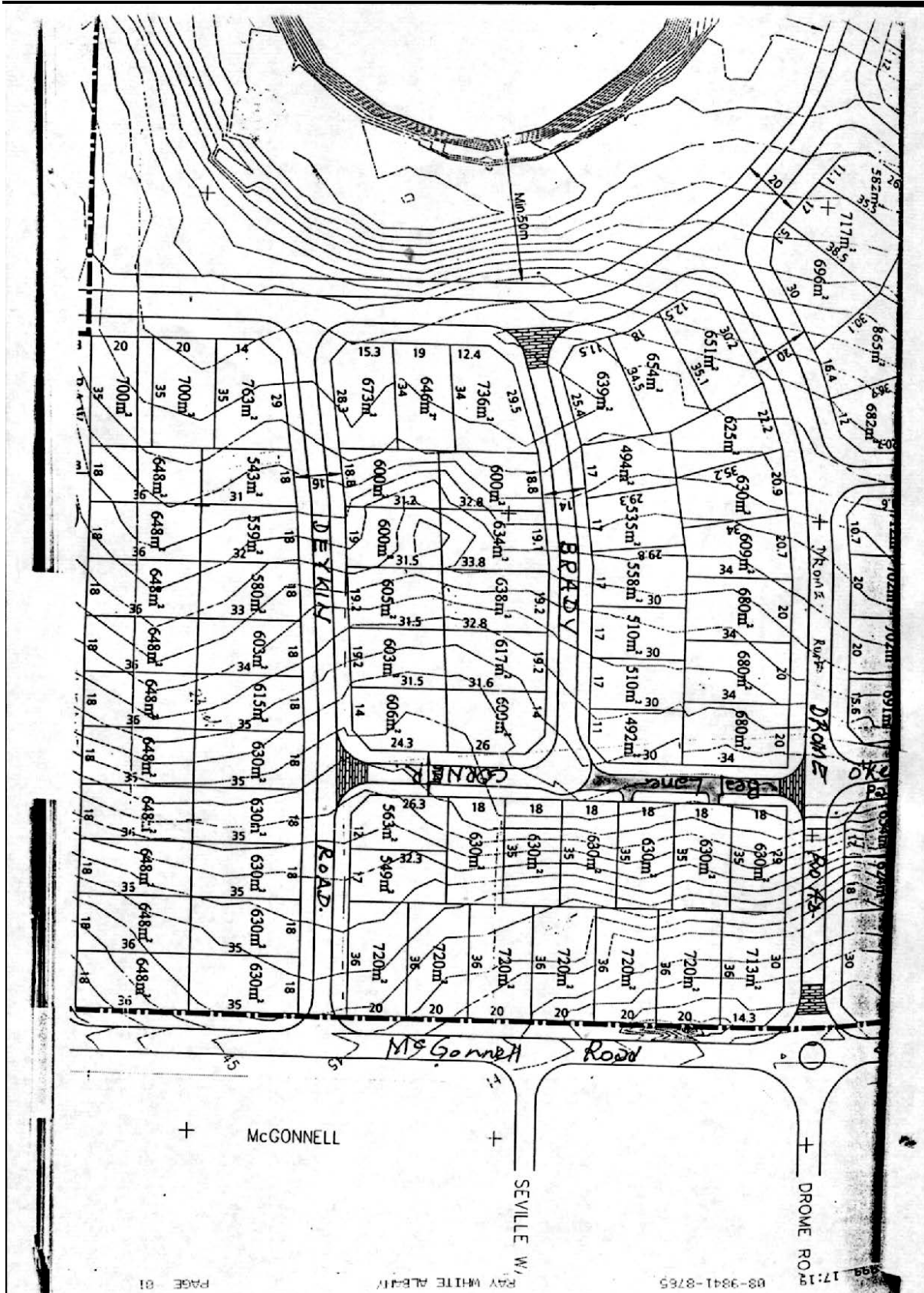
Yours faithfully



Eric Harley
for HARLEY, HEDDERWICK & WEBBER PTY LTD
enc Plan

10668coa05.doc/july99(1)/jl Also at 11 Prinsep Street Bunbury W.A. 6230 - Tel. 08 9721 9477 Fax 08 9721 9611
55 Queen Street, Busselton W.A. 6280 - Tel. 08 9752 4400 Fax 08 9754 1678

Harley, Hedderwick & Webber Pty. Ltd. as Trustees for the Harley, Hedderwick & Webber Unit Trust
Member Association of Consulting Surveyors (Aust)
QA to ISA 9001



12.2 EDUCATION & COMPLIANCE

12.2.1 Authorisation for Cashier

| | | |
|--------------------------------|---|---|
| File | : | MAN052 |
| Proposal/Issue | : | Authorisation of Officer |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Manager - Education & Compliance (K Barnett) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | Approve authorisation |

BACKGROUND

1. In order to undertake their roles within the City of Albany, the City's Officers need to be appropriately authorised.

STATUTORY REQUIREMENTS

2. Inter alia, Section 9.10 of the Local Government Act 1995 stipulates that: *"The local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions."*

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC PLAN IMPLICATIONS

Nil.

Item 12.2.1 continued

COMMENT/DISCUSSION

3. The turnover of Council staff in the Cashier position now requires that the newly appointed Officer be authorised to enforce salient provisions of the following Acts:
- Local Government Act 1995; and
 - Dog Act 1976.

RECOMMENDATION

THAT Council authorises Dene Sharee Slynn for the purpose of applying the following Acts:

- Section 9.17 Local Government Act 1995; and
- Section 3 Dog Act 1976 - Registration Officer.

Voting Requirement Simple Majority

.....

COUNCIL RESOLUTION

**MOVED COUNCILLOR ARMSTRONG
SECONDED COUNCILLOR WILLIAMS**

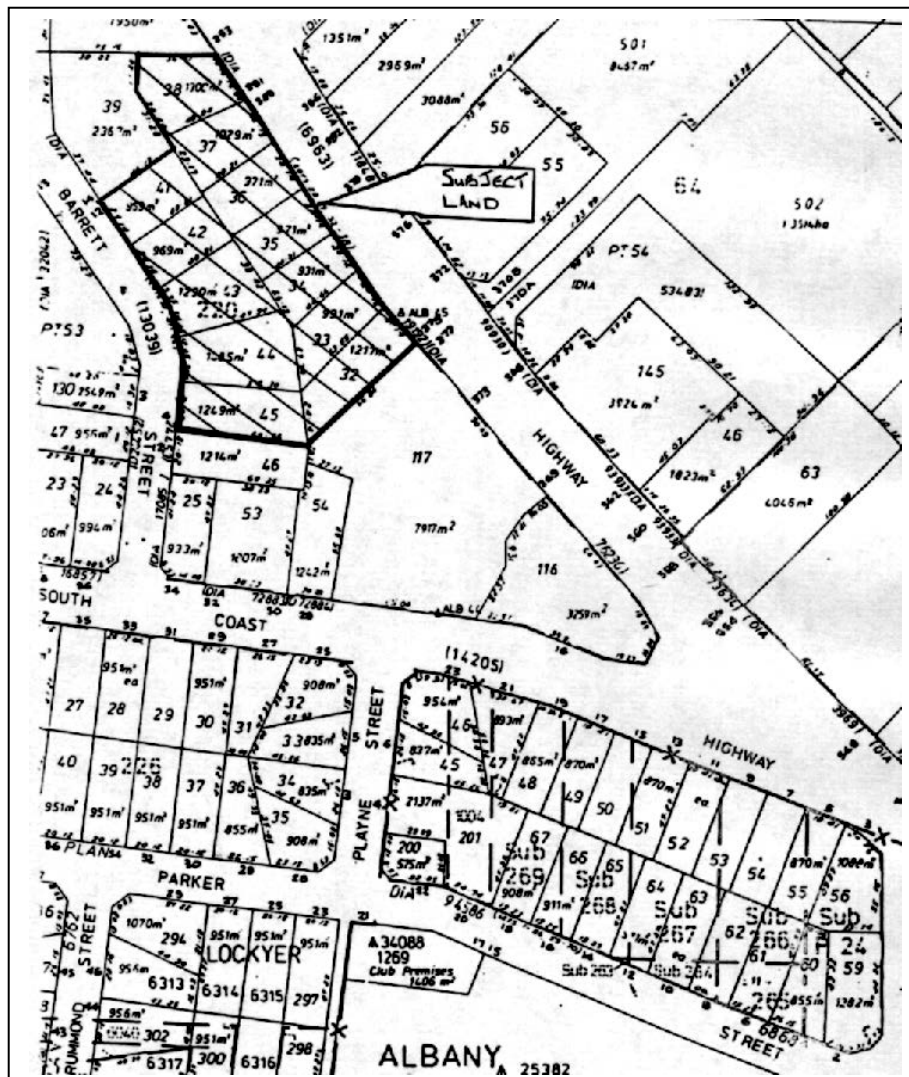
THAT Council authorises Dene Sharee Slynn for the purpose of applying the following Acts:

- **Section 9.17 Local Government Act 1995; and**
- **Section 3 Dog Act 1976 - Registration Officer.**

MOTION CARRIED 14 – 0

12.2.2 Perimeter Advertising - Lot 39 (379-389) Albany Highway, Orana

- File/Ward** : A161280 (Vancouver Ward)
- Proposal/Issue** : Request to maintain perimeter advertising signs.
- Subject Land/Locality** : Lot 39 (379-389) Albany Highway, Orana
- Proponent** : Albany Bowling Club Inc.
- Owner** : City of Albany
- Reporting Officer(s)** : Manager – Education & Compliance
(K Barnett)
- Previous Reference** : Nil.
- Summary Recommendation:** Extend the duration of the special permit.
- Locality Plan** :



Item 12.2.2 continued

BACKGROUND

1. In March 1998, an application from the Albany Bowling Club for perimeter advertising was granted approval to assist the Club celebrate its centenary year.
2. The approval, in the form of a special permit, was valid for the 1998/99 bowling season only and permitted the erection of three "blocks" of advertising banners immediately behind the boundary wall fronting Albany Highway.
3. In April 1999, an application was received from the Albany Bowling Club seeking a continuation of the special permit for the 1999/00 year. The application was refused as the special permit was issued to assist the Club celebrate its centenary year in the 1998/99 season only, not to provide permanent advertising which would contravene the City's Local Laws relating to Signs.
4. The Albany Bowling Club Inc is now seeking approval to maintain the perimeter advertising until 31st December 1999.

STATUTORY REQUIREMENTS

5. The City's Local Laws relating to Signs define the types and number of signs that businesses can erect, and to prevent the erection of signs on property other than where the advertised business is located Clause 4.1(j) of the City's Local Laws relating to signs stipulates, inter alia:

"4.1(j) Restrictions: A sign or advertising device shall not be erected or maintained -

- (j) On any building or site or premises where the services or goods so advertised are not available to the public within that building or site...."*

6. However, there are occasions, for example fund raising and other charity events, when the issue of a special permit is warranted and Clause 3.6 states in part:

"3.6 Special Permits:

- 3.6.1 Notwithstanding anything contained in these local laws the Council may, by permit under the hand of the Principal Building Surveyor, allow the display of advertisement at churches, schools, theatres and other places of public entertainment.....upon such terms and for such period as the Council may in each case decide."*

POLICY IMPLICATIONS

Nil.

Item 12.2.2 continued

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC PLAN IMPLICATIONS

Nil.

COMMENT/DISCUSSION

7. While the original application sought approval for the 1998/99 bowling season, it would appear that the Club's intention was to seek approval for the whole of 1999.
8. Based on the assumption that the special permit was valid until 31st December 1999, the Club arranged a program of events, which was reliant on sponsorship, to celebrate its Centenary year.
9. The advertising banners were erected in September 1998 and to extend the duration of the special permit until 31st December 1999 may be viewed as setting a precedent for future applications for special permits. However, to set the same time limit for all special permits may have an adverse effect on some events.

RECOMMENDATION

THAT Council extends the duration of the special permit issued to the Albany Bowling Club Inc for the erection of sponsorship banners until 31st December 1999.

Voting Requirement Simple Majority

.....

COUNCIL RESOLUTION

**MOVED COUNCILLOR BAIN
SECONDED COUNCILLOR WEST**

THAT Council extends the duration of the special permit issued to the Albany Bowling Club Inc for the erection of sponsorship banners until 31st December 1999.

MOTION CARRIED 14 – 0

12.2.3 Parking Facilities - Implementation Of Restrictions

File : SER044 (Frederickstown Ward)

Proposal/Issue : Alteration to parking restrictions

Subject Land/Locality : Albany Highway, Albany

Proponent : N/A

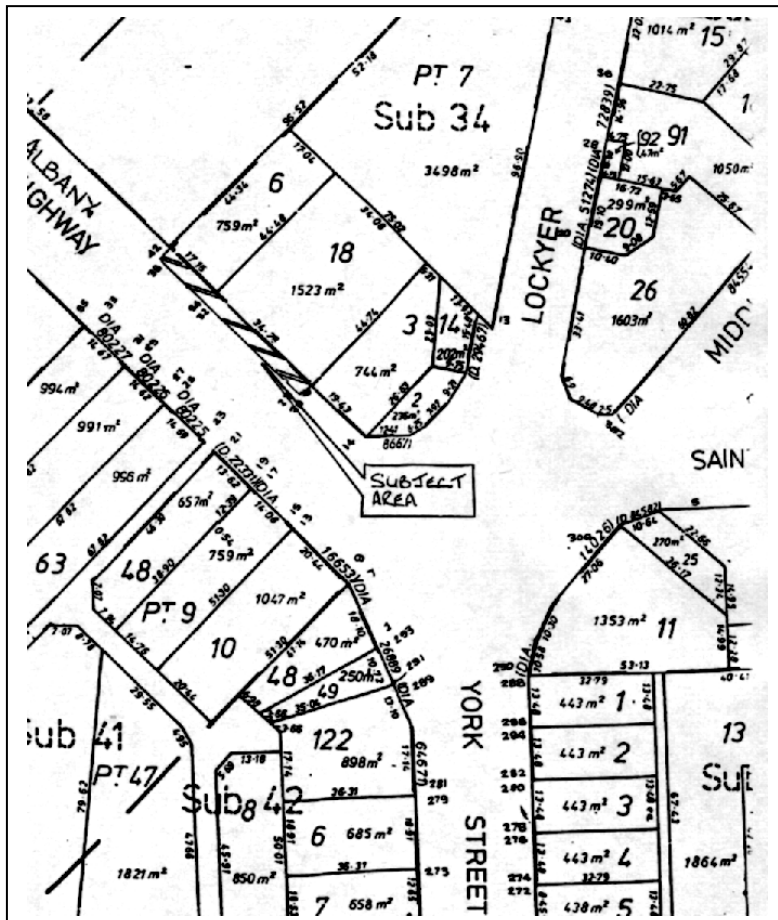
Owner : City of Albany

Reporting Officer(s) : Manager – Education & Compliance
(K Barnett)

Previous Reference : Nil

Summary Recommendation: Approve the implementation of parking restrictions.

Locality Plan :



Item 12.2.3 continued

BACKGROUND

1. Council has received a request to consider the installation of a parking bay for people with disabilities and two ten-minute parking bays in Albany Highway between Lockyer Avenue and the vehicle entry point to Albany Plaza Shopping Centre.
2. The six businesses adjacent to the proposed parking bays have been advised of the proposal and two submissions have been received. Both submissions support the proposal.

STATUTORY REQUIREMENTS

3. Clause 16 of the City's Parking and Parking Facilities Local Law 1998 stipulates, inter alia:

"16. The local government may by resolution constitute, determine and vary and also indicate by signs, from time to time:

- (a) parking stalls;*
- (c) permitted time and conditions of parking stalls and parking stations which may vary with the locality;*
- (e) permitted classes of persons who may park in specified parking stalls..;*
and
- (f) the manner of parking in parking stalls..."*

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

4. This proposal has not been costed, however Council has an obligation to provide a range of parking facilities that are of benefit to community.

STRATEGIC PLAN IMPLICATIONS

5. The City of Albany's Strategic Plan has identified the need to provide for the current parking needs for the City of Albany within financial requirements (Physical & Development Infrastructure).

COMMENT/DISCUSSION

6. The additional 2.5 metre wide parking bay for people with disabilities will be provided adjacent to the redundant crossover into Lot 6 (34-38) Albany Highway, and the two half-hour parking bays prior to the laneway into Lot 18 (22-32) Albany Highway will become ten-minute bays.

Item 12.2.3 continued

7. The majority of businesses in this location, which include a chemist, doctors surgery and lunch bar, would benefit from this proposal.

RECOMMENDATION

THAT Council resolve to:

- i) Approve the installation of a 2.5 metre wide parking bay for people with disabilities and two ten-minute bays adjacent to Lot 18 (22-32) and Lot 6 (34-38) Albany Highway, Albany; and
- ii) Advertise the restrictions.

Voting requirement Simple Majority

.....

Councillor Lubich disclosed an interest in this item as the parking bays abut his consulting rooms, and left the Council Chambers at 8:20pm.

COUNCIL RESOLUTION

**MOVED COUNCILLOR WOLFE
SECONDED COUNCILLOR WALKER**

THAT Council resolve to:

- i) Approve the installation of a 2.5 metre wide parking bay for people with disabilities and two ten-minute bays adjacent to Lot 18 (22-32) and Lot 6 (34-38) Albany Highway, Albany; and**
- ii) Advertise the restrictions.**

MOTION CARRIED 13 – 0

Councillor Lubich returned to the Council Chambers at 8:22pm.

14.0 WORKS & SERVICES

- I N D E X -

14.1 WASTE MANAGEMENT

- 14.1.1 Waste Management Advisory Committee
- 14.1.2 Waste Services
- 14.1.3 Lower King Road Environmental Investigation of Site

14.2 DESIGN SERVICES

- 14.2.1 Middleton Loop Car Parking Facility

14.3 OPERATIONS

- 14.3.1 Contract 99026 - Weed and Pest Control Services
- 14.3.2 Contract 99027 - Plumbing Services for Maintenance, Repairs & Minor Works
- 14.3.3 Contract 99028 - Electrical Services for Maintenance, Repairs & Minor Works
- 14.3.4 Contract 99029 - Glazing Services for Maintenance, Repairs & Minor Works
- 14.3.5 Contract 99024 - Supply and Delivery of Single Axle Truck
- 14.3.6 Contract 99025 - Supply and Delivery of Tractor

- R E P O R T S -

14.1 WASTE MANAGEMENT

14.1.1 Waste Management Advisory Committee

| | | |
|--------------------------------|---|---|
| File/Ward | : | SER 136 All Wards |
| Proposal/Issue | : | Membership of the Waste Management Advisory Committee |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Waste Services Co-ordinator (M Zhuang) |
| Previous Reference | : | OCM 22/06/99 Item 13.2.1 OCM 10/02/99 Item 14.1.1 OCM 09/12/98 Item 14.1.2 |
| Summary Recommendation: | | Appoint Lynne Calvert and Tony Harrison to the membership of the Waste Management Advisory Committee. |
| Locality Plan | : | N/A |

BACKGROUND

1. At the Council meeting on 9 December 1998 it was resolved that the City of Albany establish a Waste Management Advisory Committee with the following members:
 - a) Chairman of Commissioners or his nominee and the Chief Executive Officer or his nominee;
 - b) 2 representatives from the Albany Ratepayers and Residents Association; and
 - c) 2 community representatives to be appointed by Council as a result of a public advertisement inviting nominations.
2. The advertisement for expression of interest for the membership of Waste Management Advisory Committee was displayed in local newspaper for three weeks closing on 5pm 25th January 1999.

Item 14.1.1 continued

3. Seven applications were given to interested persons, however by 5pm of the 25th January 1999, there was no application of the membership for the Committee forwarded to the Council.

4. Council at its ordinary meeting on 26th August 1998, resolved that the membership of the Albany Waste Management Advisory Committee shall be the following:

| Name | Organisation |
|---------------------------|--|
| Mr John Blaney-Murphy | Albany Ratepayers & Residents Association |
| Mr Bob Boulger | Albany Ratepayers & Residents Association |
| Mr Will McGowan | Chairman of Commissioners – City of Albany |
| Mr Colin Meeking | Executive Director Works & Services – City of Albany |
| Community Representatives | (2) vacant |

5. Council also resolved to consider subsequent expressions of interest from the community for membership of the Waste Management Advisory Committee that meets the selection criteria.

6. Council at its meeting on 22nd June 1999, resolved to endorse the terms of reference for the various committees of Council including the Waste Management Advisory Committee. The following persons were appointed as members of the Waste Management Advisory Committee:

| Name | Organisation |
|-----------------------|--|
| Mr John Blaney-Murphy | Albany Ratepayers & Residents Association |
| Mr Maurice McCormick | Albany Ratepayers & Residents Association |
| Cllr John Walker | Deputy Mayor – City of Albany |
| Mr Colin Meeking | Executive Director Works & Services – City of Albany |

7. Council has received the following three submissions for the two vacant community representatives positions:

- i) Mr Tony Harrison
- ii) Mr Robert Hannington
- iii) Ms Lynne Calvert

8. All applications have been assessed according to the following selection criteria:
- Interest and experience in waste minimisation and management matters (10 points)
 - Community activity involvement (10 points)
 - Local knowledge of waste related issues (10 points)
 - Qualifications relating to waste management or otherwise (5 points)

Item 14.1.1 continued

STATUTORY REQUIREMENTS

9. Under section 5.9 to 5.11 of the Local Government Act 1995 the following guidelines are provided for the membership of the Waste Management Advisory Committee:
 - a) Council must appoint by, absolute majority, the members of the Committee;
 - b) Where a person is appointed as a member of a committee, the person's membership of the committee continues until the person resigns from membership of the committee.
 - c) Chairperson of the committee is to be elected amongst the members of the committee;
 - d) The committee may elect a deputy Chairperson who will act in the absence of the Chairperson, or if they are unable or unwilling to do so;
 - e) A quorum of at least 50% of the number of committee members (whether vacant or not) is required for a meeting to take place;
 - f) Each member of the committee is entitled to one vote;
 - g) The Chairperson may cast a second vote if the votes of the members present at the committee meeting are equally divided;
 - h) The committee meetings do not have to be open to the public since the committee does not have any powers or duties delegated from Council;
 - i) The committee must decide by simple majority on any recommendations it makes to Council;
 - j) Minutes of the meetings must be submitted to the following committee meeting for confirmation

POLICY IMPLICATIONS

10. The City of Albany does not have any adopted policies relating to the issue of waste, however, establishing a Waste Management Advisory Committee is part of the City of Albany's commitment to improve waste management in the region.
11. The City's waste management incorporates the primary objectives of waste minimisation, coupled with effective, maximum resource recovery from the waste stream, whilst maintaining a strong emphasis on economic viability.
12. The success of these goals relies heavily on the involvement of all sectors of the community and for this reason the City of Albany welcomes the input from the community to ensure that the waste service in the City meets the needs of all parties.

FINANCIAL IMPLICATIONS

13. Administration and technical support will be provided by Council and those costs plus meeting cost overheads are adequately provided for in the budget. Any decision of the committee is advisory only and the primary decision will be taken by Council when any cost implications can be considered at that time.

Item 14.1.1 continued

STRATEGIC IMPLICATIONS

14. The City of Albany Strategic Plan 1998-2000 under the section dealing with Physical and Development Infrastructure states:

Waste Management

Objective 1:

Provide, improve and maintain environmentally responsible Waste Management.

Strategy:

- a) undertake a feasibility study on regional waste management infrastructure needs; and
- b) development and adopt a waste minimisation strategy.

15. Formation of a Waste Management Advisory Committee could assist in achieving the above objective and strategies.

COMMENT/DISCUSSION

16. The applications for the membership of the Committee were evaluated by the Executive Director Works & Services and the Waste Services Co-ordinator.

17. Each application was scored based on the information provided by the applicant. Result of the evaluation is:

- i) Lynne Calvert 23 points
- ii) Tony Harrison 22 points
- iii) Robert Hannington 20 points

18. It is considered that Council should endorse the appointment of Ms Lynne Calvert and Mr Tony Harrison to the Waste Management Advisory Committee.

RECOMMENDATION

THAT Council endorse the appointment of Ms Lynne Calvert and Mr Tony Harrison to the Waste Management Advisory Committee.

Voting Requirement Simple Majority

.....

Councillor Bojcun requested that the Waste Management Advisory Committee also considers minimisation of the environmental impact of waste as part of their brief.

Item 14.1.1. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR EVERS
SECONDED COUNCILLOR WOLFE**

THAT Council endorse the appointment of Ms Lynne Calvert and Mr Tony Harrison to the Waste Management Advisory Committee.

MOTION CARRIED 14 – 0

14.1.2 Waste Services

| | | |
|--------------------------------|---|---|
| File/Ward | : | SER 048 All Wards |
| Proposal/Issue | : | Promotional name for the Waste Services Business Unit |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Executive Director Works & Services (C Meeking) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | That Council endorse management's decision to cease using the name "Rainbow Coast Waste Management Services". |
| Locality Plan | : | N/A |

BACKGROUND

1. The domestic refuse and recyclable material collection in the City of Albany is undertaken by the Waste Services team which is a business unit of the City of Albany. The business unit's promotional name is Rainbow Coast Waste Management Service. The promotional name is displayed on the business unit's plant, community promotional and educational literature eg. calendars. The business unit have been using the name since the commencement of the waste management contract of 1st January 1997.
2. Council on the 8th February 1999 received a letter from RE Bath regarding the business name Rainbow Coast Waste Management Services. Mr Bath registered the business name, Rainbow Coast Waste Management Services on the 23rd September 1998 and offered to sell the name to Council.
3. Legal advice was sought relating to the use of the name.
4. The Executive Directors Management Team (EDMT) having considered the legal advice resolved to pursue Mr Bath's offer to sell the business name. During negotiations it was apparent that a sum acceptable to both parties would not be reached.

Item 14.1.2 continued

5. On the 10th May 1999 Mr Bath advised Council that as his offer to sell the business name for \$4,500 was not accepted, he requested Council ceases to use the name forthwith.
6. Mr Bath has been informed that the waste collection team have ceased using the name Rainbow Coast Waste Management Services. The logo has been removed from all plant and will not be used on any further stationary or promotional material.
7. All costs associated with removing the name from Council's plant has been charged to the business unit.
8. Previous legal advice received by Council indicates that the business unit is not a major trading undertaking as described in Section 3.59 of the Local Government Act.

STATUTORY REQUIREMENTS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

9. To remove the promotional logos from Council's plant cost \$700. This was funded from the business unit's operating surplus.

STRATEGIC PLAN IMPLICATIONS

Nil.

COMMENT/DISCUSSION

10. The Waste Services business unit similar to other business and service units in Council for example library services, day care, development services and leisure centre will promote their services on calendars and other educational material. These will simply be headed City of Albany Waste Services.
11. All Council plant has decals displaying the City of Albany logo. It is not considered necessary to display the words waste services on the garbage trucks due to the obvious nature of the plant.

Item 14.1.2 continued

RECOMMENDATION

THAT Council endorse management's decision to cease from using the promotional name "Rainbow Coast Waste Management Services" and remove the name from all appropriate plant and future items of stationery.

Voting Requirement Simple Majority

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COUNCIL RESOLUTION

**MOVED COUNCILLOR WALKER
SECONDED COUNCILLOR EVANS**

THAT Council endorse management's decision to cease from using the promotional name "Rainbow Coast Waste Management Services" and remove the name from all appropriate plant and future items of stationery.

MOTION CARRIED 14 – 0

14.1.3 Lower King Road Environmental Investigation of Site

| | | |
|--------------------------------|---|---|
| File/Ward | : | SER 134 Kalgan Ward |
| Proposal/Issue | : | Formally table the detailed report on the Lower King Road site from Bowman Bishaw Gorham |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Waste Services Co-ordinator (M Zhuang) |
| Previous Reference | : | OCM 27/01/99 Item 14.3.2 OCM 10/02/99 Item 14.1.1 OCM 24/03/99 Item 14.1.2 |
| Summary Recommendation: | | Endorse the Consultant's commendation of excavation & disposal of the burnt tyre stockpile to Bakers Junction landfill site |
| Locality Plan | : | N/A |

BACKGROUND

1. On the 27th January 1999 Council resolved to delegate to the Chief Executive Officer the authority to appoint an environmental consultant and to remove burnt tyre residue at the Lower King site.
2. The Chief Executive Officer endorsed the acceptance of the tender submitted by Bowman Bishaw Gorham on the 3rd February 1999 to undertake the initial assessment of the site for the amount of \$8,500.
3. The report of the initial assessment of the site was tabled to Council on 24th March 1999. Finding of the report indicated that the burnt tyre residue contains elevated levels of trace metals and Polycyclic Aromatic Hydrocarbon (PAH). However testing results showed that the underlying soil was not contaminated at that stage.
4. The land surrounding the tyre stockpile was historically used for the disposal of night soil, Abattoir by-products and veterinary wastes. Preliminary testing indicated soils at the former refuse site contained elevated levels of zinc.

Item 14.1.3 continued

5. Concentrations of trace metals were found exceeding applicable water quality criteria in the groundwater below the site. The extent of the groundwater contamination (specifically zinc) appears to be wide spread but is at low concentration. The consultant indicated the contamination of groundwater was likely caused by the previous waste disposal activities at the site. The burnt stockpile was fenced and new boundary fencing and lockable gates were erected where required. Signs were placed to warn the public from entering the site.
6. A cover for the tyre residue with UV treated plastic sheets and construction of cut off drains to collect run-off from the site was completed on 26th March 1999. This significantly reduced the risk of leaching to the surrounding soil and groundwater. The covering of the burnt stockpile eliminated the risk of ash being blown into the surrounding properties.
7. On 24 March 1999 Council resolved to continue to engage Bowman Bishaw Gorham to undertake the second stage (detailed) investigation of the Lower King site at the cost of \$19,970. The purpose of this investigation was to:
 - Assess the extent of contamination identified within the burnt tyre stockpile and identify the optimum remediation option.
 - Assess the contamination status of the other landfill disposal areas at the site
 - Assess the quality of water and sediments in Yakamia Creek.
 - Assess the extent of groundwater contamination.
8. Bowman Bishaw Gorham's report for the detailed investigation of the Lower King tyre fire was received on 29th June 1999.

STATUTORY REQUIREMENTS

9. If the site is classified as being 'contaminated' by the DEP under the Environmental Protection Act, it is the responsibility of the landowner to remove the source of contamination. Substantial penalties exist in that Act for deliberate actions, which result in the pollution of the environment; those provisions could also be enacted against an individual if they are convicted of deliberately setting alight the tyre stockpile.
10. Failure to address the requirements of the DEP could, amongst other legal outcomes, also result in a memorial being placed on the title stating that the land is contaminated.
11. Section 5.16 of the Local Government Act allows Council to delegate to a committee or to an officer the ability to take decisions and act on behalf of Council within the terms of the delegation.

POLICY IMPLICATIONS

Nil.

Item 14.1.3 continued

FINANCIAL IMPLICATIONS

12. \$200,000 has been forwarded to the budget deliberations for inclusion in 1999/2000 to remediate the burnt tyre stockpile at Lower King Road site.
13. The cost for the clean-up of the burnt tyre stockpile and associated soils will include:
 - Excavation the contaminated soils using an excavator and/or front-end loader.
 - Transport the soil to the landfill site in trucks.
 - Dispose the soils at the landfill site as directed by landfill personnel.
 - Depending upon site preparation requirements, the excavation will be reshaped or backfilled with imported clean soil.
 - Occupation health & safety plan
 - Consultant supervision
 - Validation report by consultant

Preliminary estimation of the total cost of the clean-up of the burnt tyre stockpile and associated soils is approximately \$85,000. The remaining \$115,000 will be required for further testing and remediation of the former refuse site and ongoing monitoring of the groundwater.

STRATEGIC IMPLICATIONS

Nil.

COMMENT/DISCUSSION

14. A summary of the Detailed Investigation Report from BBG is attached.
15. In the report it was identified that approximately 7,200 cubic metres of sand, tyre residues and ash within the burnt tyre stockpile requires management. BBG recommended that the optimum remediation option is to excavate and dispose the stockpile material to the City of Albany's Class II landfill.
16. In a letter of 1 July 1999, the DEP supported the BBG's recommendation that excavation and disposal of the material to a Class II Landfill is considered to be the preferred option.
17. The City of Albany has two Class II landfill site located at Bakers Junction and Hanrahan Rd. Bakers Junction Refuse Site is located about 20km northeastern of the central population areas. The clay soil on site is an ideal material for construction of landfill cell. It is considered that Bakers Junction refuse site would be the ideal site for the disposal of the burnt tyre stockpile.

Item 14.1.3 continued

18. Management procedures for the excavation and disposal of contaminated soils were provided in the detailed report as following:
 - Excavation of the contaminated soils using an excavator and/or front-end loader.
 - Transportation of the soil to the landfill site in trucks.
 - Disposal of the soils at the landfill site as directed by landfill personnel.
 - Depending upon site preparation requirements, the excavation will be reshaped or backfilled with imported clean soil.

19. Upon completion of the above program, a Site Remediation and Validation Report will be required by DEP to verify that soils remaining at the site comply with the Environmental Investigation Guidelines. A soil sampling and analysis program will be necessary to validate that the clean-up was successful.

20. It is revealed in the report that some areas outside the tyre stockpile are contaminated with trace metals as a result of previous landfill activities. Approximately 8,000 cubic metres of soils exceed the Environmental Investigation Guidelines. Various options have been outlined in the report for the management of the site:
 - Excavation and offsite disposal to an approved landfill of the 8,000 (approx.) cubic metres of soil.
 - Excavate that part of the contaminated soils with contaminant concentration exceeding the Health-based Soil Investigation Levels and dispose at an approved landfill site.
 - Leaving the soil in-situ and securely fence the site to prevent public access.

The management plan of the site will be dependent on the future use of the land and environmental guidelines associated with the nature of land.

21. It is considered necessary that further investigation is required by Council's Strategic Planning Team to determine the future use of the site prior to developing the management plan for the former refuse site.

22. The extent of the groundwater contamination, especially zinc, appears to be widespread but at low concentrations. The site has a long history of waste disposal and the contaminants may have leached to the underlying groundwater from the materials disposed at the site. Management options for groundwater at the site are:
 - ◆ **Source removal**
Excavation and offsite disposal of the burnt tyre stockpile and the contaminated soils outside the tyre stockpile will remove the source of groundwater contamination.
 - ◆ **Monitoring**
Groundwater should be monitored biannually for a minimum of two years.

Item 14.1.3 continued

- 23. The analysis of Yakamia Creek indicates that no contamination concentrations in the creek water or sediments exceed the National Environmental Health Forum Guidelines or the ecosystem risk level guidelines. The results indicate that zinc concentrations in the Yakamia Creek are relatively uniform, however, based on groundwater contours, contaminant transport from the site is not likely.
- 24. The report has been forwarded to the Water & Rivers Commission.

RECOMMENDATION

THAT:

- i) Council receive and note the information in Bowman Bishaw Gorham's detailed investigation report;
- ii) Council endorse the management option recommended by BBG that approximately 7200 cubic metres of sand, burnt tyre residues and ash within the tyre stockpile to be excavated and disposed of at Bakers Junction Refuse Site;
- iii) a biannual monitoring program for the groundwater management of the site for a minimum of two years depending on results be implemented; and
- iv) a further report be forwarded to Council to determine the future use of the site and most appropriate management plan for the contaminated soils from the former refuse disposal site.

Voting Requirement Simple Majority

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Noted the ward name should be "Yakamia" and not "Kalgan".

COUNCIL RESOLUTION

**MOVED COUNCILLOR WILLIAMS
SECONDED COUNCILLOR DUFTY**

- i) Council receive and note the information in Bowman Bishaw Gorham's detailed investigation report;**
- ii) Council endorse the management option recommended by BBG that approximately 7200 cubic metres of sand, burnt tyre residues and ash within the tyre stockpile to be excavated and disposed of at Bakers Junction Refuse Site;**
- iii) a biannual monitoring program for the groundwater management of the site for a minimum of two years depending on results be implemented; and**
- iv) a further report be forwarded to Council to determine the future use of the site and most appropriate management plan for the contaminated soils from the former refuse disposal site.**

MOTION CARRIED 14 – 0

Summary Information Of BBG's Detailed Investigation Report On Lower King Tyre Fire

i) Objectives of the Investigation:

- Characterise the contamination identified within the tyre stockpile.
- Assess the contamination status of other landfill areas at the site.
- Assess the quality of creek water and sediments along Yakamia Creek.
- Assess the extent of groundwater flow direction at the site.

ii) Site Inspection

The Initial investigation identified areas of the site that were potentially contaminated and required further investigation. In this investigation a detailed sampling and analysis was undertaken in accordance with the NSW EPA (1995) Contaminated Sites Sampling Design Guidelines as follows:

- Twenty-one samples from the stockpile of soil and burnt tyre residues to characterise the chemistry of the stockpile.
- One hundred and fifty four samples from 77 locations throughout the remainder of the site (former refuse disposal site).
- Installation and sampling of four groundwater-monitoring bores within the site in addition to the four installed during the first investigation.
- Collection of eight sediment and creek water samples along the Yakamia Creek.

iii) Site Contamination Status of Site

a) Tyre Ash

- Elevated zinc concentrations were detected in 18 of the 21 samples
- Elevated concentrations of total PAH were detected in 5 of the 21 samples
- Low to undetectable concentrations of other trace metals were identified
- No benzo(a)pyrene (BAP) was detected.

The elevated zinc, and PAH concentrations are associated with the burnt tyre residues and ash.

Approximately 7,200 cubic metres of sand, tyre residues and ash require management within the tyre stockpile.

b) Soils outside the burnt tyre stockpile

- Some elevated trace metals were detected in some areas within the former refuse disposal site that exceeded the environmental investigation Guidelines. Among them copper concentrations at two locations exceed Health-based Soil Investigation Levels.
- Low concentrations of DDT were detected at one location
- Concentrations of lead and nickel were low to undetectable.

It is estimated that approximately 8,000 cubic metres of soil outside the burnt tyre stockpile requires remediation to comply with the Environmental Investigation Guidelines. The extent of soils exceeding the Health-based Soil Investigation Levels has not been determined.

c) Groundwater

- Elevated zinc concentrations were measured in all bores except the nursery bore.
- Elevated arsenic, chromium, copper, lead, were measured in some bores.
- Concentration of cadmium, mercury and nickel in all bores were low to undetectable.

The site has a long history of waste disposal and the zinc has probably leached to the groundwater from a variety of sources, including: corroded steel belted tyres; paint from buried vehicle registration plates; and galvanized iron products.

Arsenic, chromium, copper and lead may also have leached to the underlying groundwater from materials disposed at the former refuse site.

The groundwater contours indicate that groundwater beneath the night soil disposal trenches and abattoir wastes flows towards the south. Therefore it is unlikely for contaminants to be transported via the groundwater into Yakamia Creek. It is also unlikely that the groundwater contaminants would have transported as far as the wetland to the southeast.

d) Yakamia Creek

- All water samples contained low concentration of zinc
- A low cadmium concentration was measured in creek water sample taken before the Lower King Rd Bridge.
- No other contaminants detected in creek water.
- Sediment samples contained low to undetectable concentration of trace metals.

iv) Human Health and Environmental implications

a) Burnt tyre Stockpile and Soils

Long term exposure to the tyre residue, ash and soils containing high zinc and PAH concentrations at the site may constitute a risk to human health. Underlying soils are not presently contaminated with zinc. The residue ash was covered with sand to extinguish the fire and therefore should not pose a health concern associated with potential dust emissions. Furthermore the burnt tyre stockpile has been covered with UV treated plastic.

b) Water

No onsite use of groundwater currently occurs. The closest production bore to the site, located at the adjacent nursery, and contained contaminated concentrations of materials that comply with the applicable guidelines.

c) Yakamia Creek

No contaminant concentrations in creek water or sediments exceeded the Environmental Investigation Guidelines in this study. Based on the groundwater contours groundwater flows from beneath the contaminated areas on site flow away from Yakamia Creek. Therefore, contaminant transport into Yakamia Creek from the site is unlikely.

v) Contamination Management

a) Burnt Tyre Stockpile

Approximately 7,200 cubic metres of sand, burnt tyre residues and ash within the burnt tyre stockpile requires management. Excavation and off-site disposal of the material to an approved landfill will be the most cost-effective management option for the burnt tyre stockpile.

TCLP testing indicates the material is suitable for disposal to a Class II Landfill. It is recommended that approval be sought from the DEP to allow the disposal of the stockpile material to the City of Albany's Class II landfill.

b) Soils of the Remainder of the site

Approximately 8,000 cubic metres of contaminated soil in areas outside the burnt tyre stockpile also requires management. Management options for the soil include:

- Excavation and off-site disposal to an approved landfill of all soils exceeding the Environmental Investigation Guidelines.
- Excavation and off-site disposal to an approved landfill of only those soils which exceed the Health-based Soil Investigation Levels.
- Leaving the soil in-situ and securely fencing the site to prevent public access.

To confirm the environmental acceptability of the latter two options, a risk assessment would be required to confirm that the contamination left at the site would not be a public health or environmental hazard.

c) Groundwater

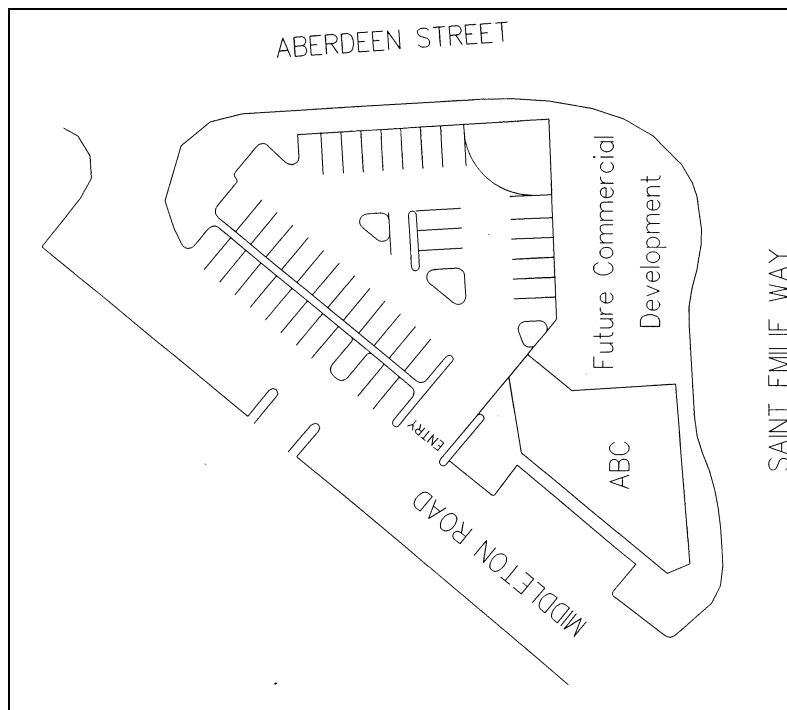
Groundwater should be managed as follows:

- Source removal - excavation and off-site disposal of the burnt tyre stockpile and possibly the contaminated soil.
- A detailed assessment of the likelihood of further contaminant leaching and its risk to human health and the environment.
- Monitoring to confirm the finding of the risk assessment.

14.2 DESIGN SERVICES

14.2.1 Middleton Loop Car Parking Facility

| | | |
|--------------------------------|---|---|
| File/Ward | : | STR 029 Frederickstown Ward |
| Proposal/Issue | : | Construction of a car park on Lot 20 Middleton Road |
| Subject Land/Locality | : | Lot 20 Middleton Road |
| Proponent | : | City of Albany |
| Owner | : | City of Albany |
| Reporting Officer(s) | : | Design Officer - Drainage/Roads (J Zelones) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | Invite public comment on proposed car park plan, refer back to engineering to finalise design and proceed with development. |
| Locality Plan | : | |



Item 14.2.1 continued

BACKGROUND

1. Sinclair Knight Merz and Ayton Taylor Burrell were commissioned by the Town of Albany to conduct a parking study in the Albany Central Area. The aim of the study was to provide a “Masterplan” (Strategy) for the integration of parking facilities within the Albany Central Area. The report was produced in September 1997, and highlighted the proposed Middleton Loop Car Park as a potential area to construct a parking complex.

STATUTORY REQUIREMENTS

2. Under Section 3.18 of the Local Government Act 1995, the City of Albany is to satisfy itself that services and facilities it provides are managed efficiently and effectively.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

3. The works for this project has been forwarded to budget deliberations. The works are expected to be performed as part of the 1999/2000 capital works program. A budget allocation of \$45,000 has been suggested for this project.

STRATEGIC PLAN IMPLICATIONS

4. In the City of Albany’s 1998 – 2000 Strategic Plan under the section Physical and Development Infrastructure, Objective 3 highlights the need for the development of parking facilities in line with current and project requirements. Objective 3 states the following:

Provide for the current and projected parking needs for the City of Albany within financial requirements

Strategy:

- a) Ensure parking infrastructure is developed in line with current and projected requirements.

COMMENT/DISCUSSION

5. The car park has been designed to Australian Standards AS 2890.1-1993, Parking facilities, Part 1: Off-street car parking and AS 2890.5-1993, Parking facilities, Part 5: On-street parking.
6. The car parking facility will accommodate a maximum of 43 cars at any one time. The dimensions of each bay is 2.6 metres wide and 5.4 metres in length. The aisle width or manoeuvre distance behind each bay is a minimum of 6.0 metres.

Item 14.2.1 continued

7. The design of the car park kept in mind the need for a “user-friendly” facility to minimise the risk of damage to vehicles, which has been cause for concern in other parking facilities within the City.
8. Areas have been included for landscaping and brick paving to try to enhance the aesthetics of car park.
9. The development of this car parking facilities as shown in the attached plan will allow the City of Albany to subdivide and sell the commercial block adjacent to the ABC building. The future commercial development will allow a good return on Council’s purchase of the land. With the car parking facility in place it will help enhance the value and attractiveness of the block to any potential purchaser.
10. Advertising of the proposed car parking facility will encourage public comment and discussion to be made to Council, which can be passed back to the design office where the design may be finalised.
11. A copy of the design should also be made available to City Heart so as to allow comment from the commercial enterprises in the surrounding area.

RECOMMENDATION

THAT Council:

- i) advertise the proposed plan of the car parking facility, situated on Middleton Loop, and seek public comment on the proposed development; and
- ii) take into consideration public comment and refer comment to Design Services to produce a final design and proceed with the development of the car parking facility.

Voting Requirement Simple Majority

.....

Councillor Cecil advised that her husband is employed by the ABC, which owns land adjacent to the car parking facility, however the land is managed by the ABC’s corporate property division in Sydney and he has no involvement in such matters.

The Executive Director Development Services noted that in paragraphs 9 and 10, comments are made relating to actions to dispose of part of the land and its use for other purposes. He stressed that there has been no decision taken by Council to do anything other than develop a car park on the site, and any decision to sell the land or develop it in any other manner will be subject to a formal decision of Council.

Item 14.2.1. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR WOLFE
SECONDED COUNCILLOR EVANS**

- i) advertise the proposed plan of the car parking facility, situated on Middleton Loop, and seek public comment on the proposed development; and**
- ii) take into consideration public comment and refer comment to Design Services to produce a final design and proceed with the development of the car parking facility.**

MOTION CARRIED 14 – 0

14.3 OPERATIONS

14.3.1 Contract 99026 –Weed and Pest Control Services

| | | |
|--------------------------------|---|--|
| File/Ward | : | 99026 All Wards |
| Proposal/Issue | : | Biennial Contract For Weed & Pest Control Services |
| Subject Land/Locality | : | Within the City of Albany |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Operations Manager (C Mibus) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | Award contract to Albany Weed & Pest Control |
| Locality Plan | : | N/A |

BACKGROUND

1. A biennial tender for weed and pest control within the municipality has expired and has been recalled for a further 2 year period. The contract will expire on 30th June 2001.

STATUTORY REQUIREMENTS

2. As per the Local Government Act 1995 (Local Government, Functions and General, Amendment Regulations 1997) a number of regulations and requirements are listed as to the tendering process for goods and services. As per regulation 11(1), the contract is worth more than \$50,000, so tenders have been called and received.

Item 14.3.1 continued

3. Regulation 18, outlines a number requirements relating to choice of tender. This is as follows:
- 18(1) A tender is required to be rejected unless it is submitted at a place and within the time, specified in the invitation for tenders.
 - 18(2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
 - 18(3) If, under regulation 23(4), the local government has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
 - 18(4) Tenders that have not been rejected under sub-regulation (1), (2), or (3) are to be considered by the local government and it is to decide which of them it thinks it would be most advantageous to the local government to accept
 - 18(5) The local government may decline to accept any tender.
4. As per Regulation 19, all tenderers must be notified of the outcome.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

5. The tenders consists of two parts:
- A. Programmed Works; and
 - B. Non-Programmed Works.

Three tenders have been submitted for Council's consideration as follows:

A. Programmed Works

| Work Description | Albany Pest & Weed Control | Great Southern Pest & Weed Control | Trans Aus Pty Ltd |
|---|---------------------------------------|---|--------------------------|
| 1. Spray footpaths, traffic islands, car parks as per schedule | \$11,800 | \$17,400 | \$22,500 |
| 2. Spray kerbs and gutters as per schedule | \$13,750 | \$22,401 | \$33,300 |
| 3. Spray open and stone-lined drains as per schedule | \$11,950 | \$31,500 | \$44,750 |
| 4. Spray Yakamia Creek (from Chester Pass Rd to 250m north of North Rd, near Depot) | \$1,950 | \$6,600 | \$9,200 |
| 5. Spray Forts Area (Mt Adelaide) as per schedule | \$750 | \$1,440 | \$9,000 |
| 6. Spray around fences and buildings at Centennial Oval as per schedule | \$750 | \$900 | \$3,000 |
| 7. Spray Bus Shelter surrounds as per schedule | \$1,650 | \$750 | \$3,000 |
| <i>SUB-TOTAL A</i> | \$42,600 | \$80,991 | \$124,450 |

Item 14.3.1 continued

B. Non-programmed Works

| Work Description | Albany Weed & Pest Control | | Great Southern Pest & Weed Control | | Trans Aus Pty Ltd | |
|---|----------------------------|---------------|------------------------------------|---------------|-------------------|----------------|
| | \$ Rate/Hr | Sub-Total | \$ Rate/Hr | Sub-Total | \$ Rate/Hr | Sub-Total |
| 1. Supply and spray fungicides as required (Provisional 50 hours) | 58 | 2,900 | 50 | 2,500 | 65 | 3,250 |
| 2. Supply and spray insecticides as required (Provisional 50 hours) | 55 | 2,750 | 50 | 2,500 | 65 | 3,250 |
| 3. Supply and spray herbicides as required (Provisional 100 hours) | 50 | 5,000 | 50 | 5,000 | 65 | 6,500 |
| <i>SUB-TOTAL B</i> | | 10,650 | | 10,000 | | 13,000 |
| <i>SUB-TOTAL A + B</i> | | 53,250 | | 90,991 | | 137,450 |

An amount of \$54,000 has been allowed in the 1999/00 budget for these works.

STRATEGIC PLAN IMPLICATIONS

Nil.

COMMENT/DISCUSSION

- The tender documentation has been altered to improve performance by the contractors in some areas.
- Albany Weed & Pest Control submitted the lowest tender, and have provided the service for the previous two years. It is considered that Council should accept the tender from Albany Weed & Pest Control.

RECOMMENDATION

THAT Council:

- award the Biennial Contract 99026 –Weed & Pest Control Services, to Albany Weed & Pest Control at the following tendered Schedule of Rates;

A. Programmed Works

| Work Description | Phase 1 \$ | Phase 2 \$ | Phase 3 \$ | Sub-totals \$ |
|---|---------------|---------------|---------------|------------------|
| 1. Spray footpaths, traffic islands, car parks as per schedule | 3,950 | 3,950 | 3,900 | 11,800 |
| 2. Spray kerbs and gutters as per schedule | 4,550 | 4,600 | 4,600 | 13,750 |
| 3. Spray open & stone-lined drains as per schedule | 3,990 | 3,950 | 4,010 | 11,950 |
| 4. Spray Yakamia Creek (from Chester Pass Rd to 250m north of North Rd, near Depot) | 650 | 650 | 650 | 1,950 |
| 5. Spray Forts Area (Mt Adelaide) as per schedule | 250 | 250 | 250 | 750 |
| 6. Spray around fences & buildings at Centennial Oval as per schedule | 250 | 250 | 250 | 750 |
| 7. Spray Bus Shelter surrounds as per schedule | 550 | 550 | 550 | 1,650 |
| <i>SUB-TOTAL A</i> | | | | 42,600 |

Item 14.3.1 continued

B. Non-Programmed Works

| Works Description | Hours (provisional) | Rate/Hour \$ | Sub-total \$ |
|---|------------------------|-----------------|-----------------|
| Supply & spray fungicides as required | 50 | 58 | 2,900 |
| Supply & spray insecticides as required | 50 | 55 | 2,750 |
| Supply & spray herbicides as required | 100 | 50 | 5,000 |
| <i>SUB TOTAL B</i> | | | 10,650 |
| SUB TOTAL A + B | | | 53,250 |

and

- ii) authorises the affixing of the Common Seal to the appropriate contract documentation for Contract 99026 - Weed & Pest Control Services.

Voting Requirement Absolute Majority

.....

Item 14.3.1. continued

COUNCIL RESOLUTION**MOVED COUNCILLOR ARMSTRONG
SECONDED COUNCILLOR EVERS****THAT Council:**

- (i) award the Biennial Contract 99026 –Weed & Pest Control Services, to Albany Weed & Pest Control at the following tendered Schedule of Rates;

A. Programmed Works

| Work Description | Phase 1 \$ | Phase 2 \$ | Phase 3 \$ | Sub-totals \$ |
|---|---------------|---------------|---------------|------------------|
| 1. Spray footpaths, traffic islands, car parks as per schedule | 3,950 | 3,950 | 3,900 | 11,800 |
| 2. Spray kerbs and gutters as per schedule | 4,550 | 4,600 | 4,600 | 13,750 |
| 3. Spray open & stone-lined drains as per schedule | 3,990 | 3,950 | 4,010 | 11,950 |
| 4. Spray Yakamia Creek (from Chester Pass Rd to 250m north of North Rd, near Depot) | 650 | 650 | 650 | 1,950 |
| 5. Spray Forts Area (Mt Adelaide) as per schedule | 250 | 250 | 250 | 750 |
| 6. Spray around fences & buildings at Centennial Oval as per schedule | 250 | 250 | 250 | 750 |
| 7. Spray Bus Shelter surrounds as per schedule | 550 | 550 | 550 | 1,650 |
| <i>SUB-TOTAL A</i> | | | | 42,600 |

B. Non-Programmed Works

| Works Description | Hours (provisional) | Rate/Hour \$ | Sub-total \$ |
|---|------------------------|-----------------|-----------------|
| Supply & spray fungicides as required | 50 | 58 | 2,900 |
| Supply & spray insecticides as required | 50 | 55 | 2,750 |
| Supply & spray herbicides as required | 100 | 50 | 5,000 |
| <i>SUB TOTAL B</i> | | | 10,650 |
| <i>SUB TOTAL A + B</i> | | | 53,250 |

and

- iii) authorises the affixing of the Common Seal to the appropriate contract documentation for Contract 99026 - Weed & Pest Control Services.

**MOTION CARRIED 14 – 0
ABSOLUTE MAJORITY**

14.3.2 Contract 99027 - Plumbing Services for Maintenance, Repairs & Minor Works

| | | |
|--------------------------------|---|--|
| File/Ward | : | 99027 All Wards |
| Proposal/Issue | : | Annual Contract for Plumbing Services for Maintenance, Repairs and Minor Works |
| Subject Land/Locality | : | Within the City of Albany |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Operations Manager (C Mibus) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | Award contract |
| Locality Plan | : | N/A |

BACKGROUND

1. A tender for Plumbing Services for maintenance, repairs and minor works within the municipality has expired and has been recalled for a further 12 month period. The contract will expire on 30th June 2000.

STATUTORY REQUIREMENTS

2. As per the Local Government Act 1995 (Local Government, Functions and General, Amendment Regulations 1997) a number of regulations and requirements are listed as to the tendering process for goods and services. As per regulation 11(1), the contract may be worth more than \$50,000, so tenders have been called and received.

Item 14.3.2 continued

3. Regulation 18, outlines a number requirements relating to choice of tender. This is as follows:
 - 18(1) A tender is required to be rejected unless it is submitted at a place and within the time, specified in the invitation for tenders.
 - 18(2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
 - 18(3) If, under regulation 23(4), the local government has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
 - 18(4) Tenders that have not been rejected under sub-regulation (1), (2), or (3) are to be considered by the local government and it is to decide which of them it thinks it would be most advantageous to the local government to accept
 - 18(5) The local government may decline to accept any tender.
4. As per Regulation 19, all tenderers must be notified of the outcome.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

5. Tenderers were required to give a schedule of rates/prices for their services.
6. Two tenders have been submitted for Council's consideration as follows:

| All classifications of plumbing work | M.J. Conway Plumbing | Knotts Plumbing Pty Ltd |
|--|-----------------------------|--------------------------------|
| Rate/Hour (\$) | 29.00 | 27.50 |
| Minimum charge for Minor callout (\$) | 29.00 | 27.50 |
| After Hours Loading (\$) | Nil | Nil |
| Supply materials as required at current Trade List Price | 10% | 10% |
| Minimum notice | nil | 3 hours |

STRATEGIC PLAN IMPLICATIONS

Nil.

Item 14.3.2 continued

COMMENT/DISCUSSION

- 7. MJ Conway Plumbing have undertaken these works in the past.
- 8. Whilst MJ Conway Plumbing have not submitted the cheapest overall labour rate, they do not need any notice to attend a site that require repairs and minor works that are deemed by council to be of an urgent nature. This should be given a high priority when considering the tender.
- 9. It is considered that Council should accept the tender from MJ Conway Plumbing.

RECOMMENDATION

THAT Council:

- i) award Contract 99027 - Plumbing Services for Maintenance, Repairs and Minor Works to MJ Conway Plumbing at the following tendered Schedule of Rates;

| All classifications of plumbing work | M.J. Conway Plumbing |
|--|----------------------|
| Rate/Hour (\$) | 29.00 |
| Minimum charge for Minor callout (\$) | 29.00 |
| After Hours Loading (\$) | Nil |
| Supply materials as required at current Trade List Price | 10% |
| Minimum notice | Nil |

and

- ii) authorises the affixing of the Common Seal to appropriate contract documentation for Contract 99027 - Plumbing Services for Maintenance, Repairs and Minor Works.

Voting Requirement Absolute Majority

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Item 14.3.2. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR BAIN
SECONDED COUNCILLOR DUFTY**

THAT Council:

- i) **award Contract 99027 - Plumbing Services for Maintenance, Repairs and Minor Works to MJ Conway Plumbing at the following tendered Schedule of Rates;**

| All classifications of plumbing work | M.J. Conway Plumbing |
|---|---------------------------------|
| Rate/Hour (\$) | 29.00 |
| Minimum charge for Minor callout (\$) | 29.00 |
| After Hours Loading (\$) | Nil |
| Supply materials as required at current Trade List Price | 10% |
| Minimum notice | Nil |

And

- ii) **authorises the affixing of the Common Seal to appropriate contract documentation for Contract 99027 - Plumbing Services for Maintenance, Repairs and Minor Works.**

**MOTION CARRIED 14 – 0
ABSOLUTE MAJORITY**

14.3.3 Contract 99028 - Electrical Services for Maintenance, Repairs & Minor Works

| | | |
|--------------------------------|---|---|
| File/Ward | : | 99028 All Wards |
| Proposal/Issue | : | Annual Contract for Electrical Services for Maintenance, Repairs and Minor Works |
| Subject Land/Locality | : | Within the City of Albany |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Operations Manager (C Mibus) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | Amend the contract documentation and award contract to P & W Eloy Electrical Services |
| Locality Plan | : | N/A |

BACKGROUND

1. A tender for Electrical Services for maintenance, repairs and minor works within the municipality has expired and has been recalled for a further 12 month period. The contract will expire on 30th June 2000.

STATUTORY REQUIREMENTS

2. As per the Local Government Act 1995 (Local Government, Functions and General, Amendment Regulations 1997) a number of regulations and requirements are listed as to the tendering process for goods and services. As per regulation 11(1), the contract may be worth more than \$50,000, so tenders have been called and received.

Item 14.3.3 continued

3. Regulation 18, outlines a number requirements relating to choice of tender. This is as follows:
 - 18(1) A tender is required to be rejected unless it is submitted at a place and within the time, specified in the invitation for tenders.
 - 18(2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
 - 18(3) If, under regulation 23(4), the local government has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
 - 18(4) Tenders that have not been rejected under sub-regulation (1), (2), or (3) are to be considered by the local government and it is to decide which of them it thinks it would be most advantageous to the local government to accept
 - 18(5) The local government may decline to accept any tender.
4. As per Regulation 19, all tenderers must be notified of the outcome.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

5. Tenderers were required to give a schedule of rates/prices for their services.
6. Three tenders have been submitted for Council's consideration as follows:

| All classifications of plumbing work | Manypeaks Electrics | J & S Castlehow Electrical Services | P & W Electrical Services |
|--|--|-------------------------------------|---------------------------|
| Rate/Hour (\$) | 40.00 | 34.00 | 23.00 |
| Minimum charge for Minor callout (\$) | 65.00 | 34.00 | 20.00 |
| After Hours Loading (\$) | NIL | 50.00 | 45 |
| Supply materials as required at current Trade List Price | +10% loading | 0% loading | -10% loading |
| Minimum notice | nil | 15 – 30 minutes | 30 minutes |
| Public Liability Cover | 2,000,000 | 10,000,000 | 5,000,000 |
| Third Party Property Damage | 2,000,000 | 10,000,000 | 5,000,000 |
| Workers Compensation | \$2400/month personal cover (to be upgraded if successful) | 50,000,000 | N/A |

Item 14.3.3 continued

STRATEGIC PLAN IMPLICATIONS

Nil.

COMMENT/DISCUSSION

7. J & S Castlehow Electrical Services have undertaken works in the former Shire municipal area with excellent quality service, and are named as the electrical contractor for the Albany Airport in the Emergency Plan.
8. P & W Eloy Electrical Services held this contract with the former Town and similarly gave good quality service.
9. Clause 4.1.1. of the tender specification limits work under this contract to \$4000 for all Council facilities except the Albany Leisure and Aquatic Centre and Synthetic Hockey Pitch. Electrical services for this facility is undertaken by Southern Electrics.
10. Given the circumstance outlined in point 7 and the knowledge held of the airport operation, it is suggested that the specification should be amended to exclude Albany Airport from this contract.
11. Upon consideration of the tender specification, officers consider that the limit of \$4000 as maintenance and minor works is too large to be considered as minor, and that quotations should be sought for any electrical works (except for the exclusions mentioned) in excess of \$2000. Accordingly it is recommended that the specification be amended to limit works under this contract to \$2000.
12. It should be noted that the specification calls for public liability insurance coverage of \$10,000,000 and \$5,000,000 for third party property insurance. Some of the contractors will need to upgrade their coverage if accepted by Council.
13. It is considered that Council should accept the tender from P & W Eloy Electrical Services under this contract as amended.

Item 14.3.3 continued

RECOMMENDATION

THAT Council:

- i) exclude Albany Airport from this contract and that the limit for Electrical Services for Maintenance, Repairs and Minor Works carried out under this contract, be limited to \$2000;
- ii) subject to satisfactory upgrading of insurance levels, accept the tender from P & W Eloy for Contract 99028 Electrical Services for Maintenance, Repairs and Minor Works at the following tendered Schedule of Rates;

| All classifications of electrical work | P & W Electrical Services |
|--|------------------------------|
| Rate/Hour (\$) | 23.00 |
| Minimum charge for Minor callout (\$) | 20.00 |
| After Hours Loading (\$) | 45 |
| Supply materials as required at current Trade List Price | -10% loading |
| Minimum notice | 30 minutes |

- iii) authorises the affixing of the Common Seal to appropriate contract documents for Contract 99029;
- iv) call quotations for electrical services for maintenance, and repairs works in excess of \$2000 be sought from P & W Electrical Services, J & S Castlehow Electrical Services, and Manypeaks Electricals; and
- v) retain the services of J & S Castlehow to undertake electrical services for maintenance, repairs and electrical works at Albany Airport, at the following tendered Schedule of Rates;

| All classifications of electrical work | J & S Castlehow Electrical Services |
|--|--|
| Rate/Hour (\$) | 34.00 |
| Minimum charge for Minor callout (\$) | 34.00 |
| After Hours Loading (\$) | 50.00 |
| Supply materials as required at current Trade List Price | 0% loading |
| Minimum notice | 15 – 30 minutes |

Voting Requirement Absolute Majority

.....

Item 14.3.3. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR WEST
SECONDED COUNCILLOR WILLIAMS**

THAT Council:

- i) exclude Albany Airport from this contract and that the limit for Electrical Services for Maintenance, Repairs and Minor Works carried out under this contract, be limited to \$2000;**
- ii) subject to satisfactory upgrading of insurance levels, accept the tender from P & W Eloy for Contract 99028 Electrical Services for Maintenance, Repairs and Minor Works at the following tendered Schedule of Rates;**

| All classifications of electrical work | P & W Electrical Services |
|---|------------------------------|
| Rate/Hour (\$) | 23.00 |
| Minimum charge for Minor callout (\$) | 20.00 |
| After Hours Loading (\$) | 45 |
| Supply materials as required at current Trade List Price | -10% loading |
| Minimum notice | 30 minutes |

- iii) authorises the affixing of the Common Seal to appropriate contract documents for Contract 99029;**
- iv) call quotations for electrical services for maintenance, and repairs works in excess of \$2000 be sought from P & W Electrical Services, J & S Castlehow Electrical Services, and Manypeaks Electricals; and**
- v) retain the services of J & S Castlehow to undertake electrical services for maintenance, repairs and electrical works at Albany Airport, at the following tendered Schedule of Rates;**

| All classifications of electrical work | J & S Castlehow Electrical Services |
|---|--|
| Rate/Hour (\$) | 34.00 |
| Minimum charge for Minor callout (\$) | 34.00 |
| After Hours Loading (\$) | 50.00 |
| Supply materials as required at current Trade List Price | 0% loading |
| Minimum notice | 15 – 30 minutes |

**MOTION CARRIED 14 – 0
ABSOLUTE MAJORITY**

14.3.4 Contract 99029 - Glazing Services for Maintenance, Repairs & Minor Works

| | | |
|--------------------------------|---|---|
| File/Ward | : | 99029 All Wards |
| Proposal/Issue | : | Annual Contract for Glazing Services for Maintenance, Repairs and Minor Works |
| Subject Land/Locality | : | Within the City of Albany |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Operations Manager (C Mibus) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | Award contract |
| Locality Plan | : | N/A |

BACKGROUND

1. A tender for Glazing Services for maintenance, repairs and minor works within the municipality has expired and has been recalled for a further 12 month period. The contract will expire on 30th June 2000.

STATUTORY REQUIREMENTS

2. As per the Local Government Act 1995 (Local Government, Functions and General, Amendment Regulations 1997) a number of regulations and requirements are listed as to the tendering process for goods and services. As per regulation 11(1), the contract is worth more than \$50,000, so tenders have been called and received.

Item 14.3.4 continued

3. Regulation 18, outlines a number requirements relating to choice of tender. This is as follows:
 - 18(1) A tender is required to be rejected unless it is submitted at a place and within the time, specified in the invitation for tenders.
 - 18(2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
 - 18(3) If, under regulation 23(4), the local government has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
 - 18(4) Tenders that have not been rejected under sub-regulation (1), (2), or (3) are to be considered by the local government and it is to decide which of them it thinks it would be most advantageous to the local government to accept
 - 18(5) The local government may decline to accept any tender.
4. As per Regulation 19, all tenderers must be notified of the outcome.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

5. Tenderers were required to give a schedule of rates/prices for their services.

Item 14.3.4 continued

6. Two tenders have been submitted for Council's consideration as follows:

| All classifications of glazing and window work | | Glass Suppliers | Pilkington Glass (Albany Glass) |
|--|---|----------------------------------|--|
| Rate/Hour (\$) | | 38.00 | 37.50 |
| Minimum charge for Minor callout (\$) | | 38.00 | 37.50 |
| After Hours Loading (\$) | | 12.00 | 11.25 |
| Supply listed materials as required | Material | \$per sq m. | \$per sq m |
| | 3mm clear | 19.00 | 16.50 |
| | 4mm clear | 26.00 | 24.00 |
| | 5mm clear | 34.00 | 30.00 |
| | 3mm obscure | 20.00 | 23.00 |
| | 5mm obscure | 32.70 | 30.00 |
| | 6mm wired | 42.00 | 45.00 |
| | 5mm clear toughened | 75.00 | 69.00 |
| | 6mm clear laminated | 75.00 | 69.00 |
| | All other materials at current trade | | +25% on goods brought in on cost |
| List Price(Adjusted for Trade Discount) | | -20% on stock line | -22.5% on non listed glass products from RRP |
| Minimum notice | | 1 hour during B/H 30 mins A/H | 1 hour during B/H 30 mins A/H |

STRATEGIC PLAN IMPLICATIONS

Nil.

COMMENT/DISCUSSION

7. Glass Suppliers have undertaken these works and council staff are happy with the contractors excellent past performance.
8. Whilst Glass Suppliers have not submitted the cheapest overall rates the difference is only small. Council Officer's have been more than happy with their quality work and service. This should be given some priority when considering the tender.
9. It is considered that Council should accept the tender from Glass Suppliers.

Item 14.3.4 continued

RECOMMENDATION

THAT Council:

- i) award Contract 99029 - Glazing Services for Maintenance, Repairs and Minor Works to Glass Suppliers at the following tendered Schedule of Rates;

| | | |
|--|--|--|
| All classifications of glazing and window work | | Glass Suppliers |
| Rate/Hour (\$) | | 38.00 |
| Minimum charge for Minor callout (\$) | | 38.00 |
| After Hours Loading (\$) | | 12.00 |
| Supply listed materials as required | Material | \$per sq m. |
| | 3mm clear | 19.00 |
| | 4mm clear | 26.00 |
| | 5mm clear | 34.00 |
| | 3mm obscure | 20.00 |
| | 5mm obscure | 32.70 |
| | 6mm wired | 42.00 |
| | 5mm clear toughened | 75.00 |
| | 6mm clear laminated | 75.00 |
| | All other materials at current trade List Price(Adjusted for Trade Discount) | +25% on goods brought in on cost -20% on stock line |
| Minimum notice | | 1 hour during B/H 30 mins A/H |

and

- ii) authorises the affixing of the Common Seal to appropriate Contract documents for Contract 99029 - Glazing Services for Maintenance, Repairs and minor Works.

Voting Requirement Absolute Majority

.....

Item 14.3.4. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR DUFTY
SECONDED COUNCILLOR WOLFE**

THAT Council:

- i) award Contract 99029 - Glazing Services for Maintenance, Repairs and Minor Works to Glass Suppliers at the following tendered Schedule of Rates;**

| All classifications of glazing and window work | | Glass Suppliers |
|--|--|----------------------------------|
| Rate/Hour (\$) | | 38.00 |
| Minimum charge for Minor callout (\$) | | 38.00 |
| After Hours Loading (\$) | | 12.00 |
| Supply listed materials as required | Material | \$per sq m. |
| | 3mm clear | 19.00 |
| | 4mm clear | 26.00 |
| | 5mm clear | 34.00 |
| | 3mm obscure | 20.00 |
| | 5mm obscure | 32.70 |
| | 6mm wired | 42.00 |
| | 5mm clear toughened | 75.00 |
| | 6mm clear laminated | 75.00 |
| | All other materials at current trade List Price(Adjusted for Trade Discount) | |
| Minimum notice | | 1 hour during B/H 30 mins A/H |

and

- ii) authorises the affixing of the Common Seal to appropriate Contract documents for Contract 99029 - Glazing Services for Maintenance, Repairs and minor Works.**

**MOTION CARRIED 14 – 0
ABSOLUTE MAJORITY**

14.3.5 Contract 99024 - Supply and Delivery of Single Axle Truck

| | | |
|--------------------------------|---|---|
| File/Ward | : | 99024 All Wards |
| Proposal/Issue | : | Contract for supply and delivery of a new single axle truck |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Workshop Team Leader (B Robinson) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | Accept the supply tender from Mark Loveridge Holden and the purchase offer from Brentford Holdings. |
| Locality Plan | : | N/A |

BACKGROUND

1. Tenders have been called and received for the supply and delivery of a fixed tray truck to be used as a day truck. P2020 registration A - 641 Ford Trader509 was to be used as a trade-in.

STATUTORY REQUIREMENTS

2. As per the Local Government Act 1995 (Local Government, Functions and General, Amendment Regulations 1997) a number of regulations and requirements are listed as to the tendering process for goods and services. As per regulation 11(1), the contract may be worth more than \$50,000, so tenders have been called and received.

Item 14.3.5 continued

3. Regulation 18, outlines a number requirements relating to choice of tender. This is as follows:
- 18(1) A tender is required to be rejected unless it is submitted at a place and within the time, specified in the invitation for tenders.
 - 18(2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
 - 18(3) If, under regulation 23(4), the local government has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
 - 18(4) Tenders that have not been rejected under sub-regulation (1), (2), or (3) are to be considered by the local government and it is to decide which of them it thinks it would be most advantageous to the local government to accept
 - 18(5) The local government may decline to accept any tender.
4. As per Regulation 19, all tenderers must be notified of the outcome.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

5. The City of Albany has budgeted \$12,348 as a nett figure to changeover this vehicle.
6. Nine tenders have been submitted for council's consideration as follows:

| Dealer | Model | New Price | Trade-in | Nett Changeover |
|-----------------------|---------------------|-----------|----------|-----------------|
| Mark Loveridge Holden | Isuzu NPR 200 | 27628 | 7638 | 19990 |
| Barnesby Motors | Ford Transit | 25378 | 5000 | 20378 |
| Northside Mitsubishi | Mitsubishi FE 537EV | 28010 | 5010 | 23000 |
| Northside Mazda | Mazda T4000LWB | 28465 | 5000 | 23465 |
| Skipper Mitsubishi | Mitsubishi FE 537EV | 27729 | 4000 | 23729 |
| Northside Mitsubishi | Mitsubishi FE 637EV | 30141 | 5041 | 25100 |
| Skipper Mitsubishi | Mitsubishi FE 637EV | 29747 | 4000 | 25747 |
| Skipper Mitsubishi | Mitsubishi FE 637EV | 30978 | 4000 | 26978 |
| Brentford Holdings | Purchase only | | 8200 | |

Item 14.3.5 continued

STRATEGIC PLAN IMPLICATIONS

7. Asset replacement and acquisition is outlined in the principal Activity plan. The change-over of the light truck would meet the following objectives outlined in the plan:
 - To provide for the timely purchase and replacement of assets in accordance with acquisition and replacement programs
 - To optimise performance of the plant fleet
 - To minimise plant replacement costs
 - Ensure that adequate plant resources are available when necessary

COMMENT/DISCUSSION

8. From the table the lowest changeover cost is the tender offered by Mark Loveridge Holden to purchase an Isuzu NPR 200. The truck offered satisfies all the requirements of the specification. It also compliments councils other 250 and 350 trucks with identical filters and engine components, thus there is a saving in stores and mechanic costs.
9. However the changeover price is \$7642 above the budget estimate. Even accepting the outright purchase offer from Brentford Holdings of \$8200, only reduces the changeover cost to \$7080.
10. Council has two options, namely:
 - Accept the tender for the purchase of the new vehicle from Mark Loveridge Holder, and accept the \$8200 offer from Brentford Holdings to purchase the trade-in and fund the \$7080 shortfall from savings identified at the end of the 1998/99 financial year;
 - Not accept any tender and carry out a mechanical overhaul at an estimated cost of \$3,500. This would give an estimated 12 –18 months trouble free running for the Ford Trader truck that was to be traded. This may save \$3,580 now but could cost that much more when trading in this vehicle.
11. The most advantageous option to Council is to proceed with the first option.

Item 14.3.5 continued

RECOMMENDATION

THAT Council:

- i) fund the \$7080 additional cost from budget surplus identified at the end of the 1998/99 financial year;
- ii) award Contract 99024 – Supply and Delivery of Single Axle Truck to Mark Loveridge Holden for the supply and delivery of one Isuzu NPR 200 single axle truck for the sum of \$27,628; and
- iii) accept the offer of Brentford Holdings of \$8200 for the outright purchase of Councils' P2020 Ford Trader Registered A641 for the sum of \$8200.

Voting Requirement Absolute Majority
.....

The Acting Director Works and Services advised that since this report was prepared, discussions have been held with Council's Finance team, and they have recommended the budget surplus be carried forward and provision made in the 1999/2000 budget for purchase of these vehicles. Accordingly, part i) of the officer recommendation should be deleted and the remaining two parts re-numbered as i) and ii).

COUNCIL RESOLUTION

**MOVED COUNCILLOR LUBICH
SECONDED COUNCILLOR MOUNTFORD**

THAT Council:

- i) award Contract 99024 – Supply and Delivery of Single Axle Truck to Mark Loveridge Holden for the supply and delivery of one Isuzu NPR 200 single axle truck for the sum of \$27,628; and**
- ii) accept the offer of Brentford Holdings of \$8200 for the outright purchase of Councils' P2020 Ford Trader Registered A641 for the sum of \$8200.**

**MOTION CARRIED 14 – 0
ABSOLUTE MAJORITY**

14.3.6 Contract 99025 - Supply and Delivery of Tractor

| | | |
|--------------------------------|---|--|
| File/Ward | : | 99025 All Wards |
| Proposal/Issue | : | Contract for supply and delivery of a new tractor, including trade-in of Councils' tractor |
| Subject Land/Locality | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer(s) | : | Workshop Team Leader (B Robinson) |
| Previous Reference | : | Nil |
| Summary Recommendation: | | Award contract 99025 to D.A. Slee & Co which includes trade-in allowance on council's tractor. |
| Locality Plan | : | N/A |

BACKGROUND

1. Tenders have been called and received for the supply and delivery of one new tractor including trade-in allowance on councils' P32 a Massey Ferguson 168 Tractor, registration AL – 4960.
2. This tractor is used for road verge slashing and to broom roads and after sealing operations.

STATUTORY REQUIREMENTS

3. As per the Local Government Act 1995 (Local Government, Functions and General, Amendment Regulations 1997) a number of regulations and requirements are listed as to the tendering process for goods and services. As per regulation 11(1), the contract is worth more than \$50,000, so tenders have been called and received.

Item 14.3.6 continued

4. Regulation 18, outlines a number requirements relating to choice of tender. This is as follows:
- 18(1) A tender is required to be rejected unless it is submitted at a place and within the time, specified in the invitation for tenders.
 - 18(2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
 - 18(3) If, under regulation 23(4), the local government has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
 - 18(4) Tenders that have not been rejected under sub-regulation (1), (2), or (3) are to be considered by the local government and it is to decide which of them it thinks it would be most advantageous to the local government to accept
 - 18(5) The local government may decline to accept any tender.
5. As per Regulation 19, all tenderers must be notified of the outcome.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

6. The City of Albany has budgeted \$55,000 as a nett figure to changeover this tractor.
7. Seven tenders have been submitted for Council's consideration as follows:

| Dealer | Model | New Price | Trade-in | Nett Changeover |
|-------------------|----------------------------------|------------------|-----------------|------------------------|
| D Slee & Co | Ford TS 90 Dual Command | 74,216 | 20,750 | 53,466 |
| Houghton Tractors | Deutz Agtron 80 | 65,000 | 10,500 | 54,500 |
| D Slee & Co | Ford TS 100 Dual Command | 76,521 | 21,263 | 55,258 |
| P.L. Bolto | Deutz Agtron 80 | 76,013 | 20,336 | 55,677 |
| D Slee & Co | Ford TS 90 Electroshift | 77,966 | 21,584 | 56,382 |
| D Slee & Co | Ford TS 100 Electroshift | 80,271 | 22,097 | 58,174 |
| Wilson Machinery | New Holland 7840 SL Electroshift | 75,000 | 6,000 | 69,000 |

Savings of \$7000 were achieved when Council purchased its second hand water tank last month and these could be used to fund any short fall in the purchase of the new tractor.

Item 14.3.6 continued

STRATEGIC PLAN IMPLICATIONS

8. Asset replacement and acquisition is outlined in the principal Activity plan. The change-over of the light truck would meet the following objectives outlined in the plan:
 - To provide for the timely purchase and replacement of assets in accordance with acquisition and replacement programs
 - To optimise performance of the plant fleet
 - To minimise plant replacement costs
 - Ensure that adequate plant resources are available when necessary

COMMENT/DISCUSSION

9. The Ford 7840 SL Electrosift tendered by JM Wilson Machinery although excellent value for size is \$14,000 over budget, overpowered and nokia tyres cannot be fitted. Accordingly it has not been included in the comparisons.
10. The New Holland TS 90 and TS 100 Dual command (two speed power shift) is less productive, harder to operate (requiring manual gear changing for three speed change) than the Deutz 80 and Councils' Deutz 4.85 and accordingly will not be given any further consideration.
11. Both New Holland models TS 90 Electrosift and TS 100 Electrosift have superior kw power and Torque compared to the Deutz Agtron 80. The best production output is achieved with the highest power unit and with the larger speed range. ie, the New Holland TS 100 Electrosift.
12. Deutz parts are higher priced than New Holland, eg. Filters for a major service cost \$871.10 for the Deutz 80 and \$549.18 for the Ford 100 TS Electrosift.
13. New Holland supplied service manuals, parts books and all specific information required. Deutz could not obtain any manuals, parts books and air conditioning performance figures.
14. Council with its current Deutz has experienced over two months warranty repair downtime, due to incorrect parts, non availability of parts and non available repair staff. D. Slee have a large number of repair staff because there are a large number of New Holland tractors in the area. Because of this we should experience less down time if warranty work is required.
15. When comparisons are made of the 25 features between New Holland and Deutz tractors, there are 21 in favour of the New Holland and 4 in favour of the Deutz.
16. Better warranty service and expertise back up would be achieved from a local dealer.

Item 14.3.6 continued

17. The Deutz 80 tendered is 5kw less power than councils' Deutz 4.85. This will give marginally less production plus slightly longer job times.
18. The most advantageous tender to council is the purchase of a New Holland TS 100 Electroshift tractor from D Slee & Co, including trading in Council's tractor and using \$3174 of the \$7000 savings from purchasing the water tank.

RECOMMENDATION

THAT Council:

- i) fund \$3714 from savings in the purchase of the second hand water tank, for the purchase of a new tractor; and
- ii) award Contract 99025 – Supply and Delivery of One New Tractor, to D Slee & Co, for one New Holland TS 100 Electroshift tractor for the sum of \$80,271, with trade in allowance of \$22,097 for Councils' Massey Fergusson 168 Tractor registered AL4960 giving a nett change over price of \$58,174.

Voting Requirement Absolute Majority

.....

The Acting Director Works and Services advised that since this report was prepared, discussions have been held with Council's Finance team, and they have recommended the budget surplus be carried forward and provision made in the 1999/2000 budget for purchase of this vehicle, therefore point i) should be deleted from the officer recommendation.

COUNCIL RESOLUTION

**MOVED COUNCILLOR WALKER
SECONDED COUNCILLOR WOLFE**

THAT Council award Contract 99025 – Supply and Delivery of One New Tractor, to D Slee & Co, for one New Holland TS 100 Electroshift tractor for the sum of \$80,271, with trade in allowance of \$22,097 for Councils' Massey Fergusson 168 Tractor registered AL4960 giving a nett change over price of \$58,174.

**MOTION CARRIED 14 – 0
ABSOLUTE MAJORITY**

13.0 CORPORATE & COMMUNITY SERVICES

- I N D E X -

13.1 FINANCE

13.1.1 Summary of Accounts – City of Albany

13.2 ADMINISTRATION

13.2.1 Assignment of Cheyne Beach Lease – From R and T Slobe to GA and DI Lodge

13.2.2 Assignment of Cheyne Beach Lease – From DA and SD Atkinson to C Wals (Jnr)

13.2.3 Appointment of Contractor for Cleaning and Maintenance of Saleyards

13.2.4 Agreement between the City of Albany and the Aboriginal Community

13.2.5 City of Albany Seniors Advisory Committee

13.2.6 Appointment of Acting Chief Executive Officer

13.2.7 Vancouver Arts Centre

13.3 LIBRARY SERVICES

13.4 DAY CARE CENTRE

13.5 TOWN HALL

13.6 ALBANY LEISURE & AQUATIC CENTRE

- R E P O R T S -

13.1 FINANCE

13.1.1 List of Accounts for Payment – City of Albany

File : FIN022
Reporting Officer(s) : Manager of Finance (S Goodman)
Summary Recommendation : Approve accounts for payment

COMMENT/DISCUSSION

1. The list of accounts for payment for the City of Albany is attached and contains the following:-

| | | |
|------------------------------|-----------|----------------------------|
| Municipal Fund Vouchers | | |
| 5915 to 6313 | totalling | 1,354,039.66 |
| Municipal Fund Direct Debits | | |
| Payroll | totalling | 261,519.98 |
| Loan Repayments | totalling | 66,430.08 |
| Other Direct Debits | totalling | 8,524.00 |
| Total Municipal Fund | | <u>1,690,513.72</u> |
| Trust Fund Vouchers | | |
| 38 to 39 | totalling | 6,015.00 |
| Trust Fund Direct Debits | totalling | Nil |
| Total Trust Fund | | <u>6,015.00</u> |
| TOTAL | | <u><u>1,696,528.72</u></u> |

RECOMMENDATION

THAT the following City of Albany accounts be passed for payment: -

| | | |
|-----------------------|------------------|------------------------------|
| Municipal Fund | totalling | \$1,690,513.72 |
| Trust Fund | totalling | \$ 6,015.00 |
| Total | | <u>\$1,696,528.72</u> |

.....

Item 13.1.1. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR EVERS
SECONDED COUNCILLOR BOJCUN**

THAT the following City of Albany accounts be passed for payment: -

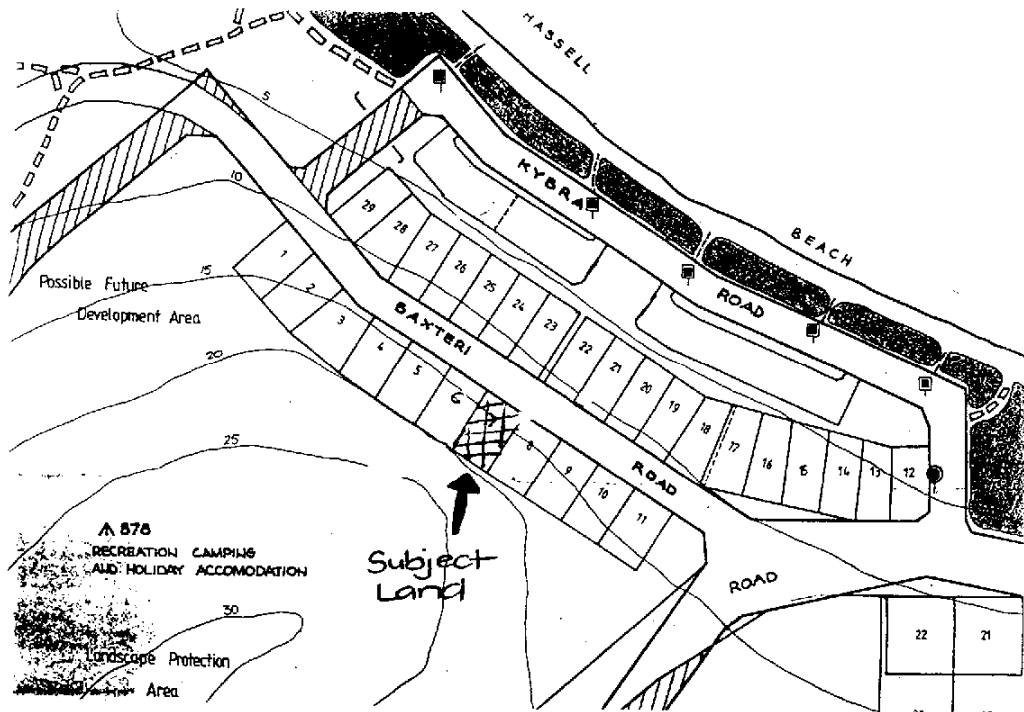
| | | |
|-----------------------|------------------|------------------------------|
| Municipal Fund | totalling | \$1,690,513.72 |
| Trust Fund | totalling | <u>\$ 6,015.00</u> |
| Total | | <u>\$1,696,528.72</u> |

MOTION CARRIED 14 – 0

13.2 ADMINISTRATION

13.2.1 Assignment of Cheyne Beach Lease – From R & T Slobe to GA & DL Lodge

| | | |
|-------------------------------|---|---|
| File/Ward | : | A6256 – Hassell Ward |
| Proposal/Issue | : | Assignment of Cheyne Beach Lease – R & T Slobe to GA & DL Lodge |
| Subject Land | : | Reserve 878 Lot 7 Baxteri Road, Cheyne Beach |
| Proponent | : | R & T Slobe |
| Owner | : | Crown Land – Management Order to City of Albany |
| Reporting Officers | : | Manager Administration (R Boardley) Administration Officer (L Fregard) |
| Previous Reference | : | Nil |
| Summary Recommendation | : | Approve Request for Assignment of Lease |
| Locality Plan | : | Area Hatched on Map Below |



Item 13.2.1 continued

BACKGROUND

1. Reserve 878 situated at Cheyne Beach, is vested in Council for the purpose of “Recreation, Camping and Holiday Accommodation” and subject to the approval in writing of the Minister for Lands to each and every lease or assignment of lease being first obtained, Council can lease the whole or any portion thereof for any term not exceeding 21 years.
2. Mr and Mrs R Slobe are the lessees of Lot 7 of Reserve 878, Baxteri Road, Cheyne Beach for a 21 year period expiring on 31st March, 2011.

STATUTORY REQUIREMENTS

3. Approval of the Minister for Lands is required to the assignment of lease.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil.

COMMENT/DISCUSSION

4. A request has now been received from R and T Slobe for an assignment of lease for Lot 7 Baxteri Road, Cheyne Beach on Reserve 878 to Geoffrey Allan and Dianna Lucille Lodge of PO Box 152 Kununurra WA 6743 for the unexpired portion of the term which is due to expire on 31st March 2011.

RECOMMENDATION

- i) That, subject to Ministerial approval Council grant an assignment of lease on Lot 7 Baxteri Road, Cheyne Beach from R and T Slobe to GA and DL Lodge;
- ii) All legal fees and costs associated with the assignment of lease be borne by the assignee; and
- iii) The common seal of the City of Albany be attached to the lease assignment documentation.

Voting Requirement Simple Majority

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Item 13.2.1 continued

COUNCIL RESOLUTION

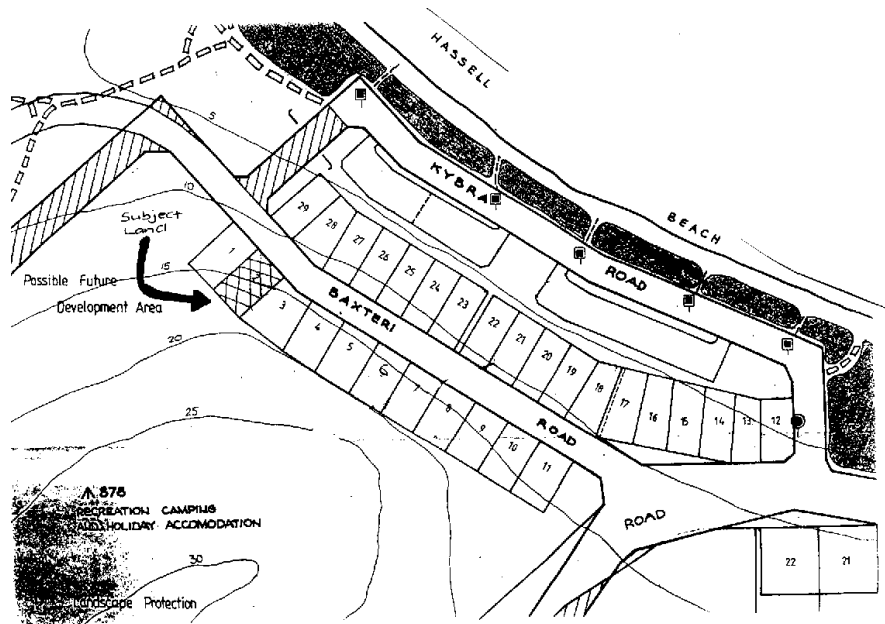
**MOVED COUNCILLOR WALKER
SECONDED COUNCILLOR ARMSTRONG**

- i) That, subject to Ministerial approval Council grant an assignment of lease on Lot 7 Baxteri Road, Cheyne Beach from R and T Slobe to GA and DL Lodge;**
- ii) All legal fees and costs associated with the assignment of lease be borne by the assignee; and**
- iii) The common seal of the City of Albany be attached to the lease assignment documentation.**

MOTION CARRIED 14 – 0

13.2.2 Assignment of Cheyne Beach Lease – From DA & SD Atkinson to C Wals Jnr.

| | | |
|-------------------------------|---|---|
| File/Ward | : | A64474 - HASSELL WARD |
| Proposal/Issue | : | Assignment of Cheyne Beach Lease – DA and SD Atkinson to C Wals (Jnr) |
| Subject Land | : | Reserve 878 Lot 2 Baxteri Road Cheyne Beach |
| Proponent | : | DA and SD Atkinson |
| Owner | : | Crown Land – Management Order to City of Albany |
| Reporting Officer | : | Administration Officer – (L Fregard) |
| Previous Reference | : | Nil |
| Summary Recommendation | : | Approve Request for Assignment of Lease |
| Locality Plan | : | Area Hatched on Map Below |



Item 13.2.2 continued

BACKGROUND

1. Reserve 878 situated at Cheyne Beach, is vested in Council for the purpose of “Recreation, Camping and Holiday Accommodation” and subject to the approval in writing of the Minister for Lands to each and every lease or assignment of lease being first obtained, Council can lease the whole or any portion thereof for any term not exceeding 21 years.
3. Mr and Mrs DA Atkinson are the lessees of Lot 2 of Reserve 878, Baxteri Road, Cheyne Beach for a 21 year period expiring on 30th June, 2013.

STATUTORY REQUIREMENTS

3. Approval of the Minister for Lands is required to the assignment of lease.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil.

COMMENT/DISCUSSION

4. A request has now been received from DA and SD Atkinson for an assignment of lease for Lot 2 Baxteri Road, Cheyne Beach on Reserve 878 to Cornelis Wals (Jnr) of 6 Shore Terrace, LITTLE GROVE WA 6330 for the unexpired portion of the term which is due to expire on 30th June 2013.

RECOMMENDATION

- i) That, subject to Ministerial approval Council grant an assignment of lease on Lot 2 Baxteri Road, Cheyne Beach from DA and SD Atkinson to C Wals (Jnr).
- ii) All legal fees and costs associated with the assignment of lease be borne by the assignee.
- iii) The common seal of the City of Albany be attached to the lease assignment documentation.

Voting Requirement Simple Majority

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Item 13.2.2. continued

COUNCIL RESOLUTION

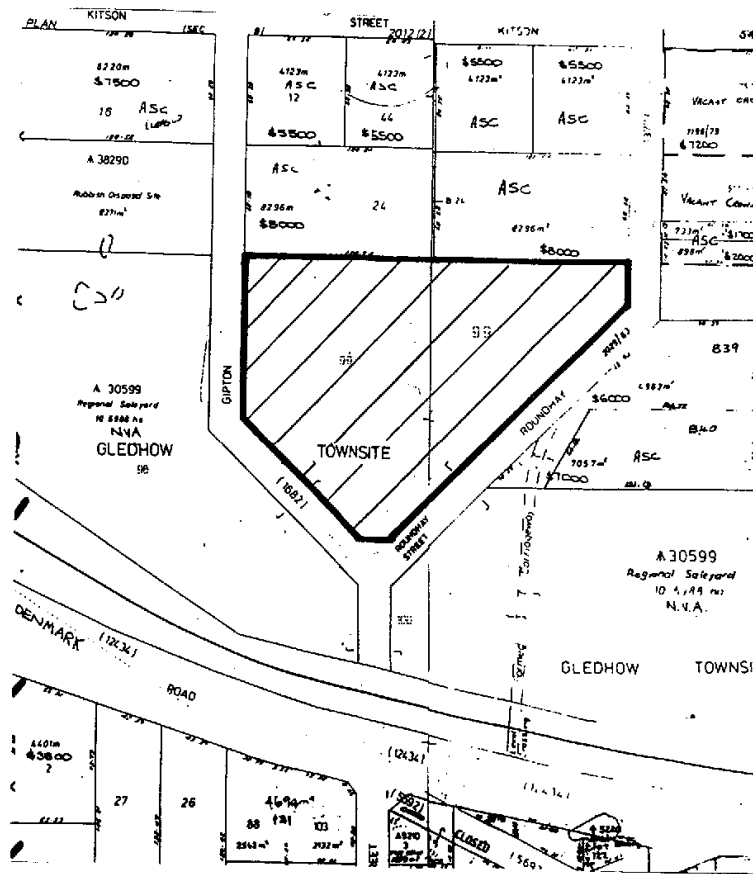
**MOVED COUNCILLOR EVERS
SECONDED COUNCILLOR LUBICH**

- i) That, subject to Ministerial approval Council grant an assignment of lease on Lot 2 Baxteri Road, Cheyne Beach from DA and SD Atkinson to C Wals (Jnr).**
- ii) All legal fees and costs associated with the assignment of lease be borne by the assignee.**
- iii) The common seal of the City of Albany be attached to the lease assignment documentation.**

MOTION CARRIED 14 – 0

13.2.3 Appointment of Contractor for Cleaning and Maintenance of Saleyards

| | | |
|-------------------------------|---|--|
| File/Ward | : | A66216 – WEST WARD |
| Proposal/Issue | : | Appointment of Contractor for Cleaning and Maintenance of Saleyards. |
| Subject Land | : | Reserve No. 30599 - Roundhay Road Gledhow |
| Proponent | : | Mr David Johnson |
| Owner | : | Crown Management Order City of Albany |
| Reporting Officer | : | Manager Administration (R Boardley) Administration Officer (L Freegard) |
| Previous Reference | : | Shire of Albany |
| Summary Recommendation | : | Approve Appointment of Contractor |
| Locality Plan | : | Area hatched on plan below. |



Item 13.2.3 continued

BACKGROUND

1. Council operates the Albany Regional Saleyards and the land upon which the Albany Regional Saleyards are situated is vested in the City, Reserve 30599 Roundhay Road, Gledhow.
2. Council presently has an agreement with David Johnston for the purpose of Cleaning and Maintenance of the Albany Regional Cattle Saleyards, Gledhow which is due to expire on 30 June 1999.

STATUTORY REQUIREMENTS

3. It is not necessary to call tenders for this contract as the remuneration to be paid under the contract is less than \$50,000.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

4. Provision has been made in the 1999/2000 draft budget for this purpose.

STRATEGIC IMPLICATIONS

Nil.

COMMENT/DISCUSSION

5. As the proposed new regional saleyard facility is not due for completion until January, 2000, it is necessary for Council to have a suitable agreement in place for cleaning and maintenance of the present facility until that time.
6. Following an approach from Council staff, Mr Johnston has advised that he is prepared to enter into a new agreement for a further period of 12 months and this will provide for termination of the agreement upon completion of the new regional saleyards facility.

RECOMMENDATION

- i) Council agree to a 12 month contract with David Johnston for the Cleaning and Maintenance of the Albany Regional Cattle Saleyards.
- ii) The previous terms and conditions apply to this contract, excluding the option of a further contract.
- iii) The Common Seal of the Council be affixed to all documentation.

Voting Requirement Simple Majority

.....

Item 13.2.3. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR WALKER
SECONDED COUNCILLOR DUFTY**

- i) Council agree to a 12 month contract with David Johnston for the Cleaning and Maintenance of the Albany Regional Cattle Saleyards.**
- ii) The previous terms and conditions apply to this contract, excluding the option of a further contract.**
- iii) The Common Seal of the Council be affixed to all documentation.**

MOTION CARRIED 14 – 0

13.2.4 Agreement between the City of Albany and the Aboriginal Community

| | | |
|-------------------------------|---|--|
| File/Ward | : | REL045 |
| Proposal/Issue | : | Statement of Understanding and Commitment |
| Subject land | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer | : | Community Development Officer (R Shanhun) |
| Previous Reference | : | CNCL 14/10/98 CNCL 23/12/98 CNCL 14/04/99 CNCL 01/06/99 |
| Summary Recommendation | : | i) Adopt Statement of Understanding and Commitment ii) Commence process of developing accord. |
| Locality Plan | : | N/A |

BACKGROUND

1. On 14th October 1998 the Commissioners for the City of Albany resolved to commence liaison/consultation with the local Aboriginal community, with a view to establishing a meaningful and mutually beneficial agreement (Accord).
2. The first meeting between Council representatives and representatives of the Aboriginal community identified the need to first develop a memorandum of understanding which would establish each party's commitment to the process of developing a more comprehensive accord, and which would underpin the consultation and negotiation process.
3. At its meeting of 1st June 1999 Council resolved to endorse the draft Statement of Understanding and Commitment, as presented and to advertise it for public comment.

STATUTORY IMPLICATIONS

Nil.

Item 13.2.4 continued

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

4. No specific budget allocation required at this time.

STRATEGIC IMPLICATIONS

Nil.

COMMENT/DISCUSSION

5. In response to the call for public comment Council received one submission a copy of which is attached. In relation to those points raised in the submission the following comments are made:-
6. *“In general terms it appears to me that the draft document has the effect of being more divisive than unifying. The stated intention of the proposed accord is to achieve greater cross cultural partnership, sharing and understanding. Unfortunately, the document divides the community into specific segregations, namely the City of Albany, the People of Albany and the Aboriginal Community of Albany. I think it would be far more constructive and unifying if the document referred solely to the inclusive term “The People of Albany”.*

Comment: Any statement, document or agreement which seeks to involve two or more parties usually identifies who or what those parties are. The purpose of the statement is to not only identify the parties but to lay the foundation for and begin the process of developing a wider and more comprehensive accord.

7. *“I fully support the idea of greater cross cultural understanding, but am mystified as to why it should be considered that an accord would be an appropriate basis for this. Cross cultural links and understanding are the natural outcome of cross cultural respect and this in turn is earned by recognition of individual actions rather than by reference to an accord document.”*

Comment: The accord will document a series of action or activity based outcomes which will be designed to facilitate and promote cross cultural awareness and respect. Unless such outcomes are documented and action plans identified, they are for less likely to be achieved. It is normal to make a written record of any plan or proposed outcome as this ensures greater understanding of what is to be achieved, when and how it will be done.

Item 13.2.4 continued

8. *“I was disappointed to note that the draft statement was neither dated nor attributed to a particular author or originating team. In this respect it is impossible to avoid the inference that some vested interests have been at work in its preparation.”*

Comment: The advertisement identified the statement as being the result of a working group involving City of Albany and local Aboriginal Community representatives. As such it has no ‘author’ and is the result of a negotiation process.

9. *“There are some statements in the draft which are either factually incorrect or which are grammatically wrong. In particular I refer to the second last paragraph which claims that an accord ‘results’ in a mutual sharing etc. Such an assurance cannot and must not be assumed.”*

Comment: Part 2 “Commitment” of the statement is an agreement to work together with specific purposes in mind. One of those specific purposes is the mutual sharing of the economic and social prosperity of the City of Albany. The Accord will provide the basis for achieving this type of outcome and it will then be up to the parties to work together to achieve them.

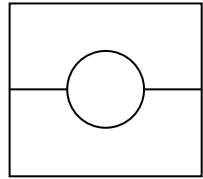
10. *“To clarify the points I have made above, I enclose a marked up copy of the document with the changes which I consider need to be made. Notwithstanding this, the COMMITMENT section seems to be placing “The City of Albany and its people” in a position where they are the sole group who should commit to work with the Aboriginal community. The converse commitment is vital and if the draft is to be fairly balanced the Aboriginal community should be referenced in a similar way. The best way to avoid the inherent differentiation would either be to rewrite the draft or to discard it completely and encourage mutual understanding through fair and sociable conduct throughout the entire local community.”*

“Finally, one aspect which was mentioned in the final paragraph of the UNDERSTANDING, viz compliance with the law, should be included in the COMMITMENT section as I have suggested.”

Comment: the draft as it currently stands has been developed through a process of negotiation between the parties involved and while the comment in relation to a converse commitment have been noted, it appears to miss one of the primary intentions of the process, which is to recognise that Aboriginal people were the first inhabitants of the area and that they have suffered an enormous cultural upheaval as a result of European occupation. As such it is critical to the reconciliation process that the City of Albany and its people work with the Aboriginal community to rectify the many problems that have risen as a result of the past 175 years. With the City of Albany and the people of Albany committing to work with Aboriginal people, then they too, by being a party to the agreement, are committing to involvement in that process.

Item 13.2.4 continued

11. The draft Statement of Understanding and commitment currently reads:



“Statement of Understanding and Commitment”

**Between: The City of Albany
 The People of Albany
 The Aboriginal Community of Albany**

UNDERSTANDING

“The City of Albany and its people recognise the cultural and spiritual links that Noongar people have to the land and sea, and acknowledge they are the traditional owners of country known today as Albany.”

“The local Noongar people witnessed the European settlement of the King George Sound area in 1826, and endured the massive changes this brought to their land and lifestyle.”

“The City of Albany and its people acknowledge the loss by Noongar people of country and the extensive damage to and loss of their culture and customs as a result of European settlement and the injustices of the past”

“Despite the impact of European settlement and the passage of time the Noongar people have retained their sense of identity and unique culture.”

“The City of Albany and its people acknowledge the right of local Aboriginal people to live according to their traditional values and customs, subject to law, and will respect Noongar places of cultural significance.”

COMMITMENT

“The City of Albany and its people are committed to working with the Aboriginal people of Albany to establish an accord which will promote a greater understanding throughout the community of Aboriginal and Non Aboriginal peoples history and culture.”

“The City of Albany – Aboriginal Peoples Accord will be a living document that promotes reconciliation, provides a process of negotiation and cooperation and results in a mutual sharing of the economic and social prosperity of the City of Albany.”

“The City of Albany, the people of Albany and the Aboriginal community accept their responsibilities to work together to develop an awareness of our shared history and culture, and to build a partnership based upon mutual respect, understanding, co-operation and trust.”

Item 13.2.4 continued

12. The Department of Aboriginal Affairs, Albany office which has coordinated the Aboriginal working group has indicated that the draft has been widely accepted by the Aboriginal community and that they are satisfied with it in its current form.

RECOMMENDATION

- i) THAT Council adopt the ‘Statement of Understanding and Commitment’ as presented;
- ii) The Statement be executed by the Mayor and Chief Executive Officer and Council’s Common Seal be attached at a ceremony to be held to mark the occasion;
- iii) Development of the City of Albany – Aboriginal Peoples Accord be progressed with a view to completion by 1st January 2000; and
- iv) Comments made by Mr R Hannington be acknowledged and he be thanked for his input.

Voting Requirement Simple Majority

COUNCIL RESOLUTION

**MOVED COUNCILLOR BOJCUN
SECONDED COUNCILLOR CECIL**

- i) THAT Council adopt the ‘Statement of Understanding and Commitment’ as presented;**
- ii) The Statement be executed by the Mayor and Chief Executive Officer and Council’s Common Seal be attached at a ceremony to be held to mark the occasion;**
- iii) Development of the City of Albany – Aboriginal Peoples Accord be progressed with a view to completion by 1st January 2000; and**
- iv) Comments made by Mr R Hannington be acknowledged and he be thanked for his input.**

MOTION CARRIED 14 – 0

13.2.5 City of Albany Seniors Advisory Committee

| | | |
|-------------------------------|---|---|
| File/Ward | : | REL074 |
| Proposal/Issue | : | Membership of Committee |
| Subject land | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer | : | Community Development Officer (R Shanhun) |
| Previous Reference | : | CNCL 12/05/99 – Item 13.2.3 |
| Summary Recommendation | : | i) endorse Seniors Advisory Committee Membership; and ii) Conduct launch to celebrate committee formation and International year of older persons. |
| Locality Plan | : | N/A |

BACKGROUND

1. At its meeting on 12th May 1999 Council resolved to endorse the establishment of a City of Albany Seniors Advisory Committee, recognising the growing population of senior people in Albany and the necessity to consult with that section of the community on issues that affect them.
2. Following Council's endorsement, the proposal membership on the Advisory Committee was advertised locally and a number of nominations received.

STATUTORY REQUIREMENTS

3. Section 5.10 of the Local Government Act 1995 reads as follows:-
“Appointment of committee members
5.10 (1) *A committee is to have as its members –*
(a) *persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and*
(b) *persons who are appointed to be members of the committee under subsection (4) or (5).*
**Absolute majority required.”*

Item 13.2.5 continued

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

4. Council has received a grant of \$1,000 through the Lower Great Southern Primary Health Unit from the Office of Seniors Interest to fund a launch for the Committee.

STRATEGIC IMPLICATIONS

Nil

COMMENT/DISCUSSION

5. Council having advertised membership of the Seniors Advisory Committee has received the following nominations:

| Category | Positions available | Nominees |
|--------------------------|----------------------------|--|
| City of Albany | Two | Her Worship the Mayor – Alison Goode Chief Executive Officer – Jim Kelly (or his representative) |
| Seniors Service Agencies | Two | Kim Butfield – Ministry of Sport and Recreation Jennie Grieve – Lower Great Southern Primary Health |
| Seniors Community Groups | Five | Nancy Millard – Senior Citizens Centre of Meals on Wheels John Beamon – National Association of Seniors M Thomson – Association of Independent Retirees Digger Cleak – Returned Services League Ray Crocker – Over 50's Recreation Association |
| Wider Seniors Community | Two | Hope Sharp OAM Middy Dumper Herb Copeman |

Item 13.2.5 continued

- 6. With three nominations for two positions from the wider seniors community it has been necessary to consider the nominees credentials. Mrs Hope Sharp has a history of community work and is involved with Fellowship House and the Albany Regional Hospital Board. Mrs Middy Dumper is a former business proprietor and legal secretary. Mr Herb Copeman is a active senior particularly in relation to senior’s health issues and is a member of Albany Regional Hospital Board.
- 7. Given that both Mrs Hope Sharp and Mr Herb Copeman have a previous and proven ‘track record’ of community service it is recommended they fill the two available position however, given Mrs Dumper’s business and professional experience it would be advantageous, particularly in the formative stages to encourage her participation as an observer, with a view to increasing membership of the Advisory Committee at a later date.

RECOMMENDATION

THAT:

- i) membership of the City of Albany Seniors Advisory Committee be endorsed as follows:

| Category | Positions available | Nominees |
|--------------------------|---------------------|--|
| City of Albany | Two | Her Worship the Mayor – Alison Goode Chief Executive Officer – Jim Kelly (or his representative) |
| Seniors Service Agencies | Two | Kim Butfield – Ministry of Sport and Recreation Jennie Grieve – Lower Great Southern Primary Health |
| Seniors Community Groups | Five | Nancy Millard – Senior Citizens Centre of Meals on Wheels John Beamon – National Association of Seniors M Thomson – Association of Independent Retirees Digger Cleak – Returned Services League Ray Crocker – Over 50’s Recreation Association |
| Wider Seniors Community | Two | Hope Sharp OAM Herb Copeman |

- ii) Mrs Middy Dumper be invited to participate on the Advisory Committee as an observer; and
- iii) A launch of the Seniors Advisory Committee be conducted to celebrate the formation of the Committee and to commemorate the International Year of Older Persons.

Voting Requirement Simple Majority

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Item 13.2.5. continued

COUNCIL RESOLUTION

**MOVED COUNCILLOR WOLFE
SECONDED COUNCILLOR CECIL**

THAT:

- i) membership of the City of Albany Seniors Advisory Committee be endorsed as follows:

| Category | Positions available | Nominees |
|---------------------------------|----------------------------|---|
| City of Albany | Two | Her Worship the Mayor – Alison Goode Chief Executive Officer – Jim Kelly (or his representative) |
| Seniors Service Agencies | Two | Kim Butfield – Ministry of Sport and Recreation Jennie Grieve – Lower Great Southern Primary Health |
| Seniors Community Groups | Five | Nancy Millard – Senior Citizens Centre of Meals on Wheels John Beamon – National Association of Seniors M Thomson – Association of Independent Retirees Digger Cleak – Returned Services League Ray Crocker – Over 50’s Recreation Association |
| Wider Seniors Community | Two | Hope Sharp OAM Herb Copeman |

- ii) Mrs Middy Dumper be invited to participate on the Advisory Committee as an observer; and
- iii) A launch of the Seniors Advisory Committee be conducted to celebrate the formation of the Committee and to commemorate the International Year of Older Persons.

**MOTION CARRIED 14 – 0
ABSOLUTE MAJORITY**

13.2.6 Appointment of Acting Chief Executive Officer

| | | |
|-------------------------------|---|---|
| File/Ward | : | pf: EH Kelly |
| Proposal/Issue | : | Acting Chief Executive Officer for 1 week commencing 19 th July 1999. |
| Subject land | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer | : | Chief Executive Officer (EH Jim Kelly) |
| Previous Reference | : | N/A |
| Summary Recommendation | : | The Chief Executive Officer's leave be noted and a Mr R Jefferies be appointed as Acting Chief Executive Officer. |
| Locality Plan | : | N/A |

BACKGROUND

1. The Chief Executive Officer, Mr EH (Jim) Kelly has received approval from Her Worship the Mayor to take one weeks leave from Monday 19th July to Friday 23rd July 1999 inclusive. This leave is required to meet a long standing commitment involving some overseas visitors.

STATUTORY REQUIREMENTS

2. Section 5 (36)(1a) of the Local Government Act 1995 requires a local government to appoint a Chief Executive Officer.

POLICY IMPLICATIONS

3. There is no policy in place appointing an Acting Chief Executive Officer, however, in due course this will be attended to as part of the overall policy and delegation review. In considering a policy on this matter in future Council may look at a number of options including a policy that provides for the Acting Chief Executive Officer to be rotated amongst the Executive Directors.

FINANCIAL IMPLICATIONS

4. There will be no higher duties involved as the salary package covers this arrangement.

Item 13.2.6 continued

STRATEGIC IMPLICATIONS

Nil.

COMMENT/DISCUSSION

5. In the past occasion when the Chief Executive Officer went on leave in October/November 1998, Mr Peter Madigan was appointed Chief Executive Officer and on this occasion it is proposed to provide Mr Robert Jefferies with the opportunity and experience.

RECOMMENDATION

- i) THAT the Chief Executive Officer Mr EH Kelly’s leave for the period 19th July to 23rd July 1999 inclusive be noted; and
ii) Mr R Jefferies be appointed Acting Chief Executive Officer for the above period.

Voting Requirement Simple Majority

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COUNCIL RESOLUTION

**MOVED COUNCILLOR WALKER
SECONDED COUNCILLOR LUBICH**

- i) **THAT the Chief Executive Officer Mr EH Kelly’s leave for the period 19th July to 23rd July 1999 inclusive be noted; and**
ii) **Mr R Jefferies be appointed Acting Chief Executive Officer for the above period.**

MOTION CARRIED 14 – 0

13.2.7 Vancouver Arts Centre

| | | |
|-------------------------------|---|---|
| File/Ward | : | PRO027 |
| Proposal / Issue | : | Vancouver Arts Centre Operations |
| Subject land | : | N/A |
| Proponent | : | N/A |
| Owner | : | N/A |
| Reporting Officer | : | Executive Director Corporate & Community Services (P Madigan) |
| Previous Reference | : | N/A |
| Summary Recommendation | : | N/A |
| Locality Plan | : | N/A |

BACKGROUND

1. The Albany Arts Council / Vancouver Arts Centre is housed in the former Albany Cottage Hospital, built in 1887 to a design of the Colonial Architect, George Temple Poole.
2. This building had remained a hospital until 1962, when it became too small to meet the demands of the growing district. For the next ten years it served as a school hostel and holiday accommodation, then fell into disuse and for eight years lay neglected and a prey to vandals.
3. In 1980, the State Government leased the buildings and grounds to the then Town of Albany and the buildings were subleased to the Albany Arts Council Inc, for a term expiring on 30th November 2000.
4. It has been stated that since that time the Arts Council has raised over \$800,000 from community donors, fundraising and assisted by federal, state and local governments to restore the exterior as nearly as possible to its original form and appearance, while adapting the interior to its new use.
5. The Vancouver Arts Centre is heritage building registered by the National Trust.
6. In early 1999, a request was received from the Vancouver Arts Centre for Council to provide immediate financial assistance of \$20,000 to enable the Arts Council to continue its administration and activities and undertake local fundraising to carry it through the financial year.

Item 13.2.7. continued

7. The amount requested was in addition to the \$35,000 allocation in the City's 1998/99 budget for the management of its Community Arts Program, together with an additional allocation for the estimated project costs.
8. The Arts Centre indicated it was facing a financial crisis brought about by a further reduction in grant funding to \$25,000 (originally \$35,000); increased expenses; and the major fundraising not progressing at that stage.
9. In addition, there were ongoing costs of maintaining and operating a heritage building.
10. The proposed distribution of the funds would be directed to:-

| | |
|--|------------------------|
| • Payback of loans to Executive Board Members | \$4,500 |
| • Back pay superannuation July – December 1998 | \$3,600 |
| • Superannuation January – March 1999 | \$1,889 |
| • Public Liability Insurance due 8 th February 1999 | \$2,500 |
| • Ongoing wages and salaries | <u>\$7,511</u> |
| Total | <u>\$20,000</u> |
11. The request was only for support to June 1999.
12. At the same time, the Vancouver Arts Centre had asked the City of Albany to frame guidelines on the following:-
 - a) The future role of the City and the Albany Arts Council in developing and supporting the Arts;
 - b) What form the management of the Arts would take;
 - c) What Arts programs the City would expect;
 - d) The future leasing and operations of the Vancouver Arts Centre; and
 - e) The ongoing restoration, renovation and maintenance of the Vancouver Arts Centre building.
13. In agreeing to the request, the Council also undertook to:-
 - Review the systems of internal operations and control of the Centre;
 - Continue discussions with the Centre in relation to the future role of the City in respect of the Centre; and
 - Actively support the Vancouver Arts Centre in their submission to the State Government to increase the level of funding to the Centre.
14. The report has been completed and distributed to elected members and the Albany Arts Council.

STATUTORY REQUIREMENTS

Nil.

Item 13.2.7. continued

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

15. The adoption of the recommendations would have budgetary implications. The budget, however, has been framed with these recommendations in mind.

STRATEGIC PLAN IMPLICATIONS

16. As an objective under its Strategic Plan, the City aims to foster the diverse artistic and cultural pursuits of the Albany community.
17. The operations of the Albany Arts Council and Vancouver Arts Centre would be included within this objective.

COMMENT/DISCUSSION

18. Mrs Joan Campbell, Chairperson, addressed Council on behalf of the Albany Arts Council, during the Council's Open Forum Session on 12th May 1999.

“Council will be aware of the several funding crises that have troubled the Albany Arts Council in the last few years. This have been brought about by the erosion of State funding, together with a continual widening of community interest, expectation and participation across a wide arts spectrum.

Previous resources have had to be used in the restoration and preservation of the Vancouver Arts Centre – a heritage icon.

With the financial assistance of the Town of Albany a study was undertaken to establish the feasibility of raising locally two million dollars – half of which was to establish a foundation, the investment and interest from which would assist in making the Albany Arts Council less reliant on Government funding, and half would be seed funding for a Regional A Class Art Gallery.

While the outcome of the study was positive and substantial pledges were given, in cordial discussion with the Commissioners the Albany Arts Council was advised to await election of the net City Council as it was appreciated that such fund raising could not be successful without significant input from State and Local Government.

Appreciating that the City budget will be among the first order of business for Council, we would ask:

Item 13.2.7 continued

1. *To what level will Albany City fund the establishment of a one million dollar Arts Foundation?*
2. *In addition, can the Albany Arts Council anticipate annually a City funding input which will allow permanence for administrative staff and continuance of arts programmes?*
3. *Will Council relieve the Albany Arts Council of the maintenance of the Vancouver Arts Centre?*
4. *Will Council assist by lobbying the State Government for financial assistance in the major fund raising anticipated?"*

19. In undertaking a review of the operations of the Centre, the following key areas were identified for consideration.

Organisation

Structure

Role of the Executive and Standing Committees

Future direction of the Vancouver Arts Centre:-

- Business Plan / Strategic Plan
 - Visions
 - Mission
 - Aims and Objectives

- Annual Plan

Decision Making Process

Reporting Mechanisms

Financial Controls and Mechanisms

- Account keeping
- Controls
- Budgeting
- Contingent liabilities
- Major fundraising

Staffing

- Staffing levels
- Direction and position descriptions
- Key Performance Indicators

20. It is considered the City of Albany should take a pro-active and leading role in the operations of the Centre and its financial controls/oversight and the arrangement as recommended by for a 12 month period to 30th June 2000 and be subject to review after that time.

Item 13.2.7 continued

OFFICER RECOMMENDATION

THAT Council recommend to the Albany Arts Council that it support the following recommendations as a proposed way forward:-

- i) the Executive continue to act in the role of Board of Directors;
- ii) the Chief Executive Officer or his nominee be appointed as a member of the Board of Directors to assist in guiding the Board in its operations and overall direction and decision making;
- iii) the Executive review the Business Plan and determine the future direction of the AAC/VAC for the next 5 years;
- iv) clear delegation and reporting structures for the Managing Director in the day to day operation of the Vancouver Arts Centre be developed;
- v) More detail be incorporated in the minutes of the decisions taken;

Staffing Role and responsibilities of staff to be reviewed, including

- vi) Position Descriptions be amended taking into account (ii) above, and incorporate all financial aspects, including budget and account preparation;
- vii) annual performance reviews be established / undertaken;
- viii) key performance indicators be established and reported on;
- ix) training needs be assessed; and
- x) develop a Memorandum of Understanding between Council and the Vancouver Arts Centre in relation to such aspects as the Managing Director attending Council training courses etc.

Financial

- xi) While acknowledging the gains already made through the use of MS-Excel, a finance management package – MYOB, be acquired and all financial transactions utilise this system;
- xii) Setting up the system and training in MYOB be undertaken by relevant staff through the services of the auditor, Brent Howe
- xiii) Financial reports to the expenditure be further reviewed, to ensure such reports meet the Executives needs, and all such reports continue to incorporate budgetary comparisons.
- xiv) Provision for all contingent liabilities be provided in the budget.
- xv) Such financial reports be presented to the City of Albany on a monthly basis for review.

Item 13.2.7 continued

City of Albany Future Role provided the above issues are adopted

That the City:

- xvi) indicate it is prepared to continue with the Vancouver Arts Centre co-ordinating its Community Arts programme, and will continue to contribute a management fee for this purpose, provided this remains a cost-effective option.
- xvii) agree to contribute an additional subsidy of \$10,000 for 1999/00 to the Vancouver Arts Centre towards operating expenses.
- xviii) agree to contribute \$7,500 towards the Conservation Plan of the Vancouver Arts Centre, and thereafter consider contributions on a project by project basis, depending on the overall priority and the availability of funds.
- xix) actively support the Vancouver Arts Centre in its submission to the State Government to increase the level of funding to the Centre, and assist in the preparation of funding applications where appropriate.
- xx) indicates its support for the major fundraising venture, and offers assistance provided this requires no direct financial implications to Council.
- xxi) In relation to heritage aspects, take a proactive role in resolving the responsibility for the ownership or leasing of the building.
- xxii) the report on the operations of the Vancouver Arts Centre be tabled as a public document.

Voting Requirement Simple Majority

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Councillor Cecil advised that due to further issues raised by the Albany Arts Council in their correspondence dated 12th July 1999, further unresolved questions have arisen and consideration of this item should be deferred to the next Council Meeting.

COUNCIL RESOLUTION

**MOVED COUNCILLOR CECIL
SECONDED COUNCILLOR BOJCUN**

THAT consideration of this item be deferred to the next Council Meeting.

MOTION CARRIED 14 – 0

13.3 LIBRARY SERVICES

Nil.

13.4 DAY CARE CENTRE

Nil.

13.5 TOWN HALL

Nil.

13.6 ALBANY LEISURE & AQUATIC CENTRE

Nil.