



MINUTES

ORDINARY COUNCIL MEETING

15th May 2001

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AS A TRUE RECORD OF PROCEEDINGS

CITY OF ALBANY

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Signed _____

Date: 16th May 2001

ANDREW HAMMOND

CHIEF EXECUTIVE OFFICER

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**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE CITY OF ALBANY
HELD IN THE COUNCIL CHAMBERS, MERCER ROAD, ALBANY ON TUESDAY
15TH MAY 2001 AT 7:30PM**

1.0 DECLARATION OF OPENING

Mayor Goode declared the meeting open at 7:30pm and extended a welcome to all present.

**2.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE
(PREVIOUSLY APPROVED)**

Attendance:

Mayor	- A E Goode JP
Councillors	- T Demarteau
	- J M Walker
	- I West
	- D Wolfe
	- M Evans
	- D Evers
	- J Cecil
	- J Williams
	- E Barton
	- D Wellington
	- B Emery
	- S M Bojcun
	- I Wilson
	- G Sankey

Executive Director – Corporate & Community Services	- W P Madigan
Executive Director – Works & Services	- C Meeking
Executive Director – Development Services	- R Fenn
PA to Executive Director – Works & Services	- N K Alberts

Apologies/Leave of Absence:

Chief Executive Officer	- Andrew Hammond
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3.0 OPENING PRAYER

The opening prayer was read by Councillor G Sankey.

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

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

*** D Johnson**

At the Council Meeting held on 3rd April 2001 Ms Johnson addressed the Council in regard to the future works for Home Road. Ms Johnson advised that the road had been surveyed twice, however, not yet bitumised. Ms Johnson asked the Council if works are going to be carried out on Home Road, as she had been told that Home Road had been removed from the future works program.

In his letter dated 3rd May 2001, Mr Colin Meeking, Executive Director Works & Services, responds:

“The City of Albany is currently developing an Asset Management Strategy for Roads. The major components of this strategy are to:

- *Undertake inventory and condition assessment of total road network*
- *Develop road hierarchy*
- *Develop road standards (including maintenance) to correspond to road hierarchy classification*
- *Quantify gap between required standard and existing standard of network*
- *Develop priority criteria to rank roads for upgrading*
- *Develop 15 year expenditure program*

It is envisaged that the expenditure program will be broken into the following sections:

- *Preservation/rehabilitation program*
- *Maintenance program*
- *Upgrade program*

A significant amount of resources have been directed to the condition inventory of the existing road network. Condition surveys including roughness, extent of cracking, rutting, road shape, pavement depth, vehicle counts, surface deterioration, has or is being undertaken.

The expenditure programs will be forwarded to Council’s budget deliberations for funding strategies.

Home Road has not been on any City of Albany Capital Works Program, and the timing of future works is dependent on the Expenditure Programs from the Asset Management Strategy, and Council’s budget deliberations.”

5.0 PUBLIC QUESTION TIME

Council's Standing Orders Local Laws provide that each Ordinary Meeting of the Council shall make available a total allowance of 30 minutes, which may be extended at the discretion of Council, for residents in attendance in the public gallery to address clear and concise questions to Her Worship the Mayor on matters relating to the operation and concerns of the municipality.

Such questions should be submitted to the Chief Executive Officer, **in writing, no later than 10.00am** on the last working day preceding the meeting (the Chief Executive Officer shall make copies of such questions available to Members) but questions may be submitted without notice.

Each person asking questions or making comments at the Open Forum will be **LIMITED** to a time period of **4 MINUTES** to allow all those wishing to comment an opportunity to do so.

* J Waterman

Ms Waterman advised that she wished to speak to Item 18.1, and asked whether final costings of the York Street Administration site had been received.

Ms Waterman stated that the Council Administration Building must be in York Street as per consultants recommendations. Ms Waterman referred to the Commercial Strategy and the Draft Albany Local Planning Strategy where benefits for the Administration Building to be located in York Street were highlighted.

Ms Waterman congratulated incoming Councillors and extended her thanks to the outgoing Councillors for their time and effort on Council.

* M Pemberton

Mr Pemberton advised that he wished to speak to Item 18.1, and asked what the cost and benefits were for the new Administration Building compared to the alternative sites, and whether or not it can be afforded.

Mr Pemberton congratulated incoming Councillors and extended his thanks to the outgoing Councillors for their time and effort on Council.

* D Phillips

Mr Phillips advised that he wished to speak to Item 18.1, and supported the moving of the Administration Building to a new location, as it was a far-sighted approach and would free up parking and congestion in the CBD.

* J Grant

Mr Grant conveyed his concern regarding the poor condition of Lower King Road, and asked for the timing of the improvements, and the installation of a dual use path.

*** Graham Franklin**

Mr Franklin stated that he had been granted permission by the Fire District Officer to burn rubbish on his property, but not allowed to burn on his verge. Policies in relation to the reserve bush fire management, including road reserves, is currently being prepared.

*** L Buitenhuis**

Ms Buitenhuis referred to Item 11.1.2 to inform Council that the Family Day Care will have on-site parking, and that no children will be playing in the street. Ms Buitenhuis stated that there was a need for additional Day Care facilities, as expressed by the receipt of a supporting letter by Wanslea Family Services.

*** C DuRoss**

Mr DuRoss referred to Item 11.1.1.

Councillor Wilson left the Council Chambers at 7:44pm as he had declared an interest in this item; the nature of interest being that a family member lives on an adjoining property.

Mr DuRoss was concerned about Officer's Recommendation rejecting the application for a Garden Centre on Ephinstone Road. Mr DuRoss stated that the smells and odours from his proposed business would be no worse than Albany Landscape Supplies, which is located 50m from the Le Grande Motel and the proposed Garden Centre, and the Farm Fresh Garden Centre which is located within close proximity of the supermarket.

The bin area would be 100m from adjoining residents, and the noise levels would be within regulation of 45 decibels. The general industrial and noxious industries are within close proximity, and AWMA has no objection to chemical run-off providing chemicals and fertilisers are suitably stored.

Mr DuRoss assured Council that all areas of concern can be addressed and asked that approval of his application be granted.

*** J Clarke**

Mr Clarke referred to Item 11.1.1 and informed Council of his opposition to the proposed Garden Centre on Elphinstone Road due to:

- the road is unsealed and is boggy in winter, which is unsuitable for heavy traffic;
- children and horses use the road regularly;
- there is already dust and corrugation on the road with local traffic, which will get worse if the Garden Centre goes ahead;
- there is potential for disaster for groundwater;
- there is a set precedent in rural areas for industrial uses.

Councillor Wilson returned to the Council Chambers at 7:51pm.

*** J Lembo**

Mr Lembo referred to Item 11.1.3 and stated that he was aware that his proposal was technically outside guidelines, but requested that special consideration be given, and that he is currently in the process of rezoning Lots 22 & 23 Albany Highway. Mr Lembo advised the new store is essential to his business, and that the site is currently used as a caretakers residence for the motel, along with additional parking. The addition of the proposed outbuilding will benefit the community by creating more jobs and increasing tourism by providing better facilities.

*** L Armstrong**

Mr Armstrong referred to Item 13.2.2 and requested Council to reconsider the Officer's Recommendation to construct a Flexmat boat ramp facility at Lower King boat harbour as the water movements in this area were worse than at Little Grove. Mr Armstrong advised the Department of Transport also preferred the precast concrete construction.

*** N Visiliu**

Mr Visiliu expressed his concern at the condition of unsealed roads in Little Grove (Connelly St, Wilson St and Goss St), and of the dangerous section in Wilson Street, in particular, a blind hill. Mr Visiliu believes that improvements are needed.

*** G Mountford**

Ms Mountford referred to Item 18.1 and stated that the York Street site produced a number of challenges, and an opportunity is presented to remedy the current eyesore and wasted space. Ms Mountford urges Council to allow the architect the opportunity to 'give it a go'.

Her Worship the Mayor took these questions on notice, and declared the Public Question Time closed at 8:05pm.

6.0 CONFIRMATION OF MINUTES OF PREVIOUS MINUTES

6.1 Ordinary & Special Council Meeting Minutes (as previously distributed).

6.1.1 DRAFT MOTION:

THAT the following minutes:

- Ordinary Council meeting held on 1st May 2001
- Special Council meeting held on 8th May 2001

as previously distributed be confirmed as a true and accurate record of proceedings, with the following amendments to the minutes of the Ordinary Council meeting of 1st May 2001:

Item 4.0 – Response to Previous Public Questions Taken on Notice

The following extract was not included in the Minutes:

* Ms F. Crowley

At the Council Meeting held on 3rd April 2001 Ms Crowley raised several questions which were taken on notice at the meeting. The following is an extract from the City of Albany's response dated 4th April 2001.

"I am pleased to provide the following responses to your queries.

With regard to the staff Christmas function, the total cost of the function was met by the City of Albany. It is the custom in most organisations to provide a Christmas function to thank staff for their efforts over the past year and join with them in celebrating the festive season.

With regard to the total of \$55,454.60 which was approved in Council's 20th February 2001 list of accounts for payment for casual staff, Council works within a budget which is set at the beginning of each financial year. Budgets are set for Council activities which may be carried out by permanent or part time staff, contractors, consultants, and where economically feasible, by casual personnel.

The following are reasons why operations use casual staff

- *seasonal works (i.e. summer program for sanitation and litter team to improve level of service when most needed)*
- *during periods of staff change over to, bridge the gap and maintain the basic core number of works staff to maintain schedules and minimise lost time (10% is a typical annual staff turnover rate)*
- *when vast workloads occur and a increase of staff for a short period is needed to prevent a backlog of work (i.e. post Christmas within the recycling section)*
- *during a certain capital project for that particular job where a combination of direct, contract and casual staff can be used as this is often pre planned as an efficient method maintaining and managing capital projects. Obviously capital programs vary on an annual basis as with the best method to carry out these projects whether using direct labour, short term casual staff or contractors or any combination of the three.*

Graham Steel , the Manager- Operations, has offered to meet with you to further discuss any questions you might have. Should you wish to meet with him, you could book a time with Works and Services Customer Services Officer Helen Harvey (Tel 9841 9201)."

Item 6.0 – Confirmation of Previous Minutes

6.1 Ordinary & Special Council Meeting Minutes (as previously distributed).

The resolution should read:

**MOVED COUNCILLOR ARMSTRONG
SECONDED COUNCILLOR BOJCUN**

THAT the following minutes:

• **Ordinary Council meeting held on 3rd April 2001.**

As previously distributed be confirmed as a true and accurate record of proceedings with the following response to previous public questions taken on response, under section 4.0 of the minutes be included.

“Thank you for submitting a copy of the questions you asked at the ordinary meeting of Council held on 20th February 2001. Your questions related to the continuation of the animal exercise area at Middleton Beach and the following answers are provided:

1. *The section of beach between the northern end of the Middleton Beach Caravan Park and Griffiths Street has been used as a dog and horse exercise area for many years. While dogs are permitted to use the whole stretch of beach, horses are restricted to within one kilometre of Griffiths Street.*

Signs have been installed by the City advising the public that dogs and horses are permitted to exercise on that part of the beach, and the signs at Griffiths Street clearly state the times horses are permitted to exercise.

While the City has introduced measures to warn the public, a recent court case reported in "The West Australian" indicates that the question of liability cannot be readily determined.

2. *Currently, there are no restrictions on the type of training that can occur on the beach. Some trainers swim their horses whereas others use the beach only.*
3. *A separate access track for horses only will be investigated as part of the local law review.*
4. *Bag dispensers will be installed at all access points to the animal exercise area as soon as possible.*
5. *Unfortunately, while the City's rangers endeavour to keep the bag dispensers full, some dog owners take up to 30 bags at a time for use in their own backyard which quickly depletes the number of bags available. Vandals also target the dispensers. I have asked the rangers to check the dispensers on a more regular basis.*
6. *Currently, only dog owners are required to remove excreta. The proposed local law will extend this requirement to horse owners and the anticipated penalty for non-compliance will be a \$100.00 infringement notice.*
7. *The Local Government Act 1995 contains specific provisions in regard to Councillors declaring an interest in a particular issue that they might be required to vote on. Councillors are aware of these provisions and it is their decision as to whether they have an interest or not.”*

MOTION CARRIED 13-0

Item 11.1.1 – Development Application – ‘Garden Centre’ – Lot 43 Elphinstone Road, Robinson

The following statement be removed:

“Resolved that this item not be discussed”

as the applicant had requested prior to the meeting that this matter be deferred.

Item 13.2.2 – Proposed Closure David Street/Collingwood Road Intersection

The following times should be amended to read:

Councillor Bain declared an interest in this item and left the Council Chambers at 9:04pm (not at 9:06pm) and returned at 9:06pm (not at 9:04pm).

**MOVED COUNCILLOR EMERY
SECONDED COUNCILLOR BOJCUN**

THAT the following minutes:

- **Ordinary Council meeting held on 1st May 2001**
- **Special Council meeting held on 8th May 2001**

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The following are reasons why operations use casual staff

- *seasonal works (i.e. summer program for sanitation and litter team to improve level of service when most needed)*
- *during periods of staff change over to, bridge the gap and maintain the basic core number of works staff to maintain schedules and minimise lost time (10% is a typical annual staff turnover rate)*
- *when vast workloads occur and a increase of staff for a short period is needed to prevent a backlog of work (i.e. post Christmas within the recycling section)*
- *during a certain capital project for that particular job where a combination of direct, contract and casual staff can be used as this is often pre planned as an efficient method maintaining and managing capital projects. Obviously capital programs vary on an annual basis as with the best method to carry out these projects whether using direct labour, short term casual staff or contractors or any combination of the three.*

Graham Steel , the Manager- Operations, has offered to meet with you to further discuss any questions you might have. Should you wish to meet with him, you could book a time with Works and Services Customer Services Officer Helen Harvey (Tel 9841 9201).”

Item 6.0 – Confirmation of Previous Minutes

6.1 Ordinary & Special Council Meeting Minutes (as previously distributed).

The resolution should read:

**MOVED COUNCILLOR ARMSTRONG
SECONDED COUNCILLOR BOJCUN**

THAT the following minutes:

- **Ordinary Council meeting held on 3rd April 2001.**

As previously distributed be confirmed as a true and accurate record of proceedings with the following response to previous public questions taken on response, under section 4.0 of the minutes be included.

“Thank you for submitting a copy of the questions you asked at the ordinary meeting of Council held on 20th February 2001. Your questions related to the continuation of the animal exercise area at Middleton Beach and the following answers are provided:

8. *The section of beach between the northern end of the Middleton Beach Caravan Park and Griffiths Street has been used as a dog and horse exercise area for many years. While dogs are permitted to use the whole stretch of beach, horses are restricted to within one kilometre of Griffiths Street.*

Signs have been installed by the City advising the public that dogs and horses are permitted to exercise on that part of the beach, and the signs at Griffiths Street clearly state the times horses are permitted to exercise.

Cont...

While the City has introduced measures to warn the public, a recent court case reported in "The West Australian" indicates that the question of liability cannot be readily determined.

- 9. Currently, there are no restrictions on the type of training that can occur on the beach. Some trainers swim their horses whereas others use the beach only.*
- 10. A separate access track for horses only will be investigated as part of the local law review.*
- 11. Bag dispensers will be installed at all access points to the animal exercise area as soon as possible.*
- 12. Unfortunately, while the City's rangers endeavour to keep the bag dispensers full, some dog owners take up to 30 bags at a time for use in their own backyard which quickly depletes the number of bags available. Vandals also target the dispensers. I have asked the rangers to check the dispensers on a more regular basis.*
- 13. Currently, only dog owners are required to remove excreta. The proposed local law will extend this requirement to horse owners and the anticipated penalty for non-compliance will be a \$100.00 infringement notice.*
- 14. The Local Government Act 1995 contains specific provisions in regard to Councillors declaring an interest in a particular issue that they might be required to vote on. Councillors are aware of these provisions and it is their decision as to whether they have an interest or not."*

MOTION CARRIED 13-0

Item 11.1.1 – Development Application – ‘Garden Centre’ – Lot 43 Elphinstone Road, Robinson

The following statement be removed:

“Resolved that this item not be discussed”

as the applicant had requested prior to the meeting that this matter be deferred.

Item 13.2.2 – Proposed Closure David Street/Collingwood Road Intersection

The following times should be amended to read:

Councillor Bain declared an interest in this item and left the Council Chambers at 9:04pm (not at 9:06pm) and returned at 9:06pm (not at 9:04pm).

MOTION CARRIED 15/0

7.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8.0 DECLARATIONS OF FINANCIAL INTEREST

[Members of Council are asked to use the forms prepared for the purpose, aiding the proceedings of the meeting by notifying the disclosure by 3.00pm on that day.]

Councillor I Wilson – Item 11.1.1

Nature of Interest – Councillor Wilson’s family member lives on an adjoining property.

9.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

10.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

Development Services

REPORTS

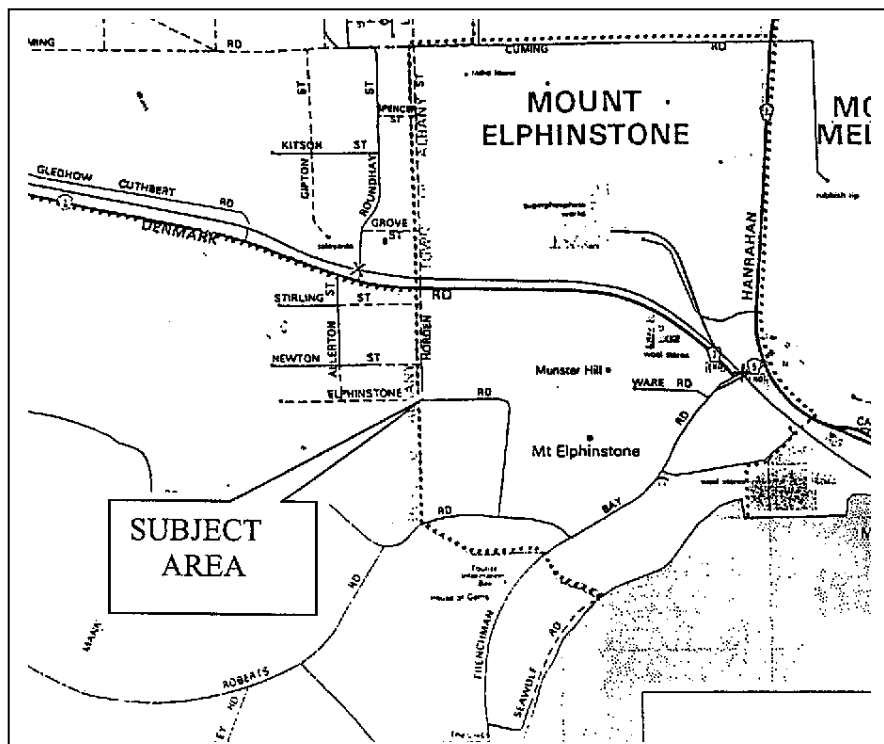
DEVELOPMENT SERVICES REPORTS

- R E P O R T S -

11.1 DEVELOPMENT

11.1.1 Development Application - ‘Garden Centre’ – Lot 43 Elphinstone Road, Robinson

- File/Ward** : A65840 (Vancouver Ward)
- Proposal/Issue** : Seeking Council’s approval for the development of a ‘Garden Centre’.
- Subject Land/Locality** : Lot 43, Loc 33 Elphinstone Road, Robinson.
- Proponent** : C & M DuRoss
- Owner** : C & M DuRoss
- Reporting Officer(s)** : Planning Officer (A Nicoll)
- Disclosure of Interest** : Nil
- Previous Reference** : OCM 01/05/01 Item 11.1.1
- Summary Recommendation:** Refuse the application.
- Locality Plan** :



DEVELOPMENT SERVICES REPORTS

Item 11.1.1 continued

BACKGROUND

1. At the Council Meeting held on 1st May 2001, the Executive Director Development Services advised that the applicant requested that consideration of this item be deferred to the next meeting of Council. It was resolved:

“That this item not be discussed.”

2. This matter is now referred back to Council for consideration.
3. Council received an application from Colin and Meryll DuRoss on the 2nd February 2001, to develop a ‘Garden Centre’ on Lot 43 Elphinstone Road, Robinson. The proposal for the ‘Garden Centre’ involves the use of a truck and bobcat on and off the site for the movement of materials. The vehicles are to be housed in an outbuilding not yet approved or constructed on the property.
4. The outbuilding is proposed to be 16m x 12m (192m² in area) and is to be built out of zincalume. The outbuilding would be 6m in height from finished floor level to the ridge gable with major openings at one end to a height of 4.5m. The outbuilding is proposed to be located 60m from the front boundary and 14m from the side boundary.
5. The ‘Garden Centre’ is to be operated by the property owners. Materials for the ‘Garden Centre’ are proposed to be purchased from bulk suppliers and then retailed to the public. The majority of the products would be delivered to the customers. The applicant is proposing to trade from Monday to Saturday 8.30am – 5.00pm and Sunday 9.30am – 12.00midday.
6. The area of operation for the ‘Garden Centre’ is 100m x 55m (5500m² in area). Garden and landscaping materials are to be stored in 12 bins, each being 6m x 5m (30m² in area). Provisions are being made for a native tree nursery, car parking spaces and landscaped areas to be located around the ‘Garden Centre’.
7. The property is zoned “Rural” within Town Planning Scheme No.3 and is 2.1853 hectares in area. A single residence exists on the property along with a well established tree plantation. A copy of the application follows this report.
8. ‘Garden Centre’ is classified as an ‘AA’ use under Town Planning Scheme 3 for properties zoned “Rural”. Applications of this nature are generally referred to neighbouring property owners for their comment and advertised in a local newspaper for a period of twenty-one days. The application requires the special consent of Council after consideration of submissions.
9. The proposal was referred to the Water and Rivers Commission, neighbouring property owners and then advertised in the local newspaper during which time fifteen submissions were received.

DEVELOPMENT SERVICES REPORTS

Item 11.1.1 continued

STATUTORY REQUIREMENTS

10. *‘Garden Centre’ means lands and buildings used for the display and sale of garden products, including plants, seeds, domestic garden implements, and motorised implements and the display but not manufacture of prefabricated garden buildings.*
11. In accordance with Town Planning Scheme 3 and the use class table, a ‘Garden Centre’ located on a ‘Rural’ property is classified as an ‘AA’ use;

An ‘AA’ use is a use that is not permitted unless the approval of the Council is granted in respect of such use provided however such approval may not be granted by the Council until-

- The Council has advertised its intention to grant approval for such use at least once in a newspaper circulated in the district of the Shire of Albany.*
- After the Council has considered all objections to the granting of such approval received by the Council under 21 days from the publication of the advertisement herein before referred to.*

POLICY IMPLICATIONS

12. In respect of the Local Rural Strategy, the lot is in “Princess Royal Harbour 2”, the relevant features of which are described as:
- i) The existing lots have areas of about 2-6 hectares and their use is generally inconsistent with the objectives of the rural zone;*
 - ii) There is a lack of controls under the current rural zone to protect the environment, and the amenity of the area;*
 - iii) The area is not prime or good quality agricultural land; and*
 - iv) The displacement of the predominant land use of pasture with more rural residential land uses (and associated revegetation) would provide for better protection of the groundwater resource.*
13. The relevant constraints and land management needs of the Princess Royal Harbour (PRH) Precinct 2 are:
- i) The area largely lacks sealed road access;*
 - ii) There is a need to restrict further intensive agriculture to meet State Government objectives with regard to the protection of groundwater;*
 - iii) The area is located within Visual Management Area A and therefore visually sensitive (particularly viewed from Frenchman Bay Road and Albany tourist vantage points);*
 - iv) There is a need for effluent disposal systems to be at least 100 metres from groundwater extraction wells; and*
 - v) There is limited capacity for further development due to the small existing block size.*

DEVELOPMENT SERVICES REPORTS

Item 11.1.1 continued

14. The Water and Rivers Commission have stated;

- i) The property falls in a ground water priority 3 zone of a PDWS area where land use and development controls are required.
- ii) The proponent should be required to provide sufficient information to ensure measures are taken to limit nutrient release to ground or surface water.
- iii) Where connection to the main stormwater system is available, under no circumstances should contaminated wastewater be allowed to enter the stormwater drain.
- iv) Where connected stormwater disposal is not available, the development should only be permitted if on site disposal will not lead to nutrient or pollution release to any waterways. The AWMA recommends a requirement for onsite disposal of storm water drainage with the use of a waste water treatment systems including a separate hard stand and drainage sump required for landscaping bins.
- v) The commission objects strongly to the storage of fertiliser, manure or compost material being stored on site, unless it can be demonstrated that no release of nutrients will occur.
- vi) Setbacks and buffers from any waterways are required from areas where nutrient rich wastewater or effluent is discharged and where fertilisers/pesticides are applied.

FINANCIAL IMPLICATIONS

15. There are no initial financial implications relating to this item. The land fronts an unsealed road which would require additional maintenance if additional traffic is generated by land uses adjacent to the road.

STRATEGIC IMPLICATIONS

16. The property, which is currently in the ‘Priority 3 Zone’ of the South Coast Water Reserve is no longer applicable to the PRH2 policy area and, upon a review of the groundwater reserve, it is planned to be identified as the ‘Princess Royal Harbour 10 Precinct whereby:

- i) Council would not support any significant development or any subdivision until further study is undertaken as part of the new Town Planning Scheme.
- ii) The subject land may have varying physical and locational characteristics that in turn provide for a variety of potential land uses. However, further detailed studies of the sites should be undertaken to determine the most appropriate potential use.
- iii) A significant proportion of the land within the precinct would be of a high regional value due to its location adjoining Princess Royal Harbour and major regional tourist routes.
- iv) The new Town Planning Scheme, which is to be drafted in the near future, would determine the future use of this land. Council has not determined its vision for the subject land at this time as it may pre-empt the findings of the new Scheme.

DEVELOPMENT SERVICES REPORTS

Item 11.1.1 continued

COMMENT/DISCUSSION

17. The applicants are looking to compliment the use of their property and machinery by establishing a 'Garden Centre'. They are concerned about possible impacts on the amenity of the area and are endeavouring to develop the 'Garden Centre' in a manner which will have minimal impact on neighbouring properties. They are proposing:

- i) To conceal the 'Garden Centre' from view with landscaped areas,
- ii) Limit the use of the 'Garden Centre' to normal working hours to constrain noise levels,
- iii) Keep the movement of vehicles to and from the 'Garden Centre' to a minimum by delivering the majority of materials,
- iv) House all machinery within an outbuilding to reduce visual impacts,
- v) To store materials in a manner which will not detrimentally impact upon the area.

18. The application was advertised to give the public the opportunity to respond and identify arguments for or against the proposal. Fifteen submissions were received, 10 submissions against, 4 submissions for and one submission from the Water and Rivers Commission. The Schedule of Submissions follows this report and copies of each submission are contained in the Elected Members' Report/Information Bulletin.

The submissions in favour of the proposal argued that;

- i) The garden centre will enable a greater range of options available for the supply of garden materials, encourage competition for garden supplies and provide for employment on a small scale.
- ii) The land is zoned 'Rural' and the land use is a discretionary use in the zone.

The submissions against the proposal argued that;

- i) Elphinstone Road is currently an unsealed road. Any increase in traffic flow will potentially create road concerns with increased maintenance, safety issues and dust and noise pollution.
- ii) The potential increase in the leaching of effluents into the soil may impact on the groundwater reserves.
- iii) The use of green waste for mulch may create some pollutant odours to neighbouring properties and passing tourists.
- iv) The use of machinery (truck and bobcat) may create noise disturbances on and off the property as a result of activities related to the 'Garden Centre'.
- v) The properties are small in area ranging from around 1000m² to 4 hectares. As a result, any intensive activities are inconsistent with objectives of the rural zone.
- vi) There is a potential threat to the lifestyle of the area with the advent of a garden centre and the precedent for further intensive activities. The general consensus from the landholders is to maintain the serenity of the area.

DEVELOPMENT SERVICES REPORTS

Item 11.1.1 continued

- vii) An industrial area exists within close proximity of lot 43 Elphinstone Road with sealed road access. This area has been identified by the surrounding landholders as a more suitable location for a garden centre.
- viii) A section of the Munster Hill drain is located on the subject land. A recent investigation undertaken on behalf of AWMA has demonstrated high levels of water contamination within the drain. The drain has been identified as the major source of nutrient export to Princess Royal Harbour. An aim of the AWMA is to annually reduce the amount of nitrogen and phosphorus entering the harbour from the Munster Hill and Robinson Road drainage system.

RECOMMENDATION

THAT Council issues a Notice of Planning Scheme Refusal for the application to develop a ‘Garden Centre’ on Lot 43, Location 33 Elphinstone Road, Robinson, as the subject lot is considered inappropriate for intensive land use due to unsuitable road access, the proposed development has the potential to create groundwater pollution and the effect on the amenity of the surrounding rural area from noise, odour and visual impacts would be unacceptable.

Voting Requirement Simple Majority

.....

Councillor Wilson declared an interest and left the Chambers at 8:07pm. The nature of Councillor Wilson’s interest is that a family member lives on an adjoining property.

**MOVED COUNCILLOR WEST
SECONDED COUNCILLOR WALKER**

THAT the item lay on the table.

MOTION LOST 2-12

**MOVED COUNCILLOR BOJCUN
SECONDED COUNCILLOR SANKEY**

THAT Council issues a Notice of Planning Scheme Refusal for the application to develop a ‘Garden Centre’ on Lot 43, Location 33 Elphinstone Road, Robinson, as the subject lot is considered inappropriate for intensive land use due to unsuitable road access, the proposed development has the potential to create groundwater pollution and the effect on the amenity of the surrounding rural area from noise, odour and visual impacts would be unacceptable.

MOTION CARRIED 12-2

Councillor Wilson returned to the Chambers at 8:11pm.

DEVELOPMENT SERVICES REPORTS

**Town Planning Scheme No. 3
Proposed Garden Centre and Outbuilding
Schedule of Submissions**

Submission No.	Ratepayer/Resident or Agency	Submission	Comment
1.	John Chandler Lot 24 Middle Rd GLEDHOW WA 6330	No objection. The Garden Centre will encourage competition and help with employment. The Garden Centre will be complimented by a tree farm on the property.	Noted
2.	Vaughan Hanbury and Jane M ^c Caughey Lot 22 Newton St ROBINSON WA 6330	No objection.	Noted.
3.	AM Mowday Lot 36-38 Elphinstone Rd ALBANY WA 6331	No objection. According to a survey, 75 vehicles use Elphinstone Rd every day. With the advent of a Garden Centre surely the traffic volumes and the chances for the road being sealed will increase.	No decision has yet been made on where Elphinstone Road fits into the City's road program.
4.	Gerard Brakel PO Box 5249 ALBANY WA 6332	No objection. The proposed Garden Centre would create a greater range of options available for the supply of garden materials.	Noted.
5.	Wayne M ^c Glade 9-11 Elphinstone Rd ALBANY WA 6330	Object. A Garden Centre should be located in an industrial area and not a rural area. Elphinstone Road cannot and will not be able to handle any increased traffic flow.	An industrial area exists within close proximity of lot 43 Elphinstone Road with sealed road access.
6.	Ingrid Hastie 42 Elphinstone Rd ALBANY WA 6330	Such a proposal is of distressful concern. Concerns relate to noise, smell, and chemical pollution to the surrounding area including a natural stream running along side lot 43. A Native Garden Centre already exists in close proximity on Robinson Estate.	Other garden centres in the City do generate odours and large concentrations of manure would produce some nutrient increases if runoff is not controlled.
7.	KJ & MA Montague 53 Elphinstone Rd ALBANY WA 6330	The green waste used for mulch will create an unavoidable smell to nearby residents and the truck and bobcat will create excessive noise levels. Such impacts will effect our ability to retire in peace, our value of land and our ability to sell if necessary. The road is not capable of accommodating any increased traffic flow especially trucks delivering goods.	The extent of the effects on nearby properties depends on the size of the operation, the operating times and the proximity of the neighbours. Refer to submission 6.

ORDINARY COUNCIL MEETING MINUTES – 15/05/01

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DEVELOPMENT SERVICES REPORTS

Submission No.	Ratepayer/Resident Agency or	Submission	Comment
8.	J Montague 41 Elphinstone Rd ALBANY WA 6330	Issues raised include the impacts created to the peace and tranquillity of the area, the ability of Elphinstone Road coping with increased traffic flow and safety concerns due to the width of the road, sharp corners and children using the road. The impacts of noise and air pollution were also raised.	The area is generally occupied by hobby farmers looking for the opportunity to retire in a peace and quiet environment. Elphinstone Road is a gravel road in constant need of repair with a number of sharp corners creating safety issues.
9.	WL & VL Hindge 14 Elphinstone Rd ALBANY WA 6330	The surrounding community is suited as a rural/residential area.	The majority of the properties adjacent to Elphinstone Road are around 3 hectares in size.
10.	MJ & R Blyth 108 Robinson Rd ALBANY WA 6330	The properties surrounding lot 43 are of small acreages and are not suited to industrial type activities including any bulk deliveries creating noise. The use of a chainsaw was mentioned.	See submissions 6 to 8.
11.	J & A Clark 18 Elphinstone Rd ALBANY WA 6330	The area needs to be promoted for tourism with the encouragement of any proposals for commercial development being located in a nearby industrial area.	Noted.
12.	AM Atkins 23 Elphinstone Rd ALBANY WA 6330	Concerns relating to pollution and the devaluation of properties as a result of the proposed Garden Centre. Apparently there is a nursery with garden supplies currently existing close by in the noxious industry area. (Stirling Street)	There are mulching supplies available on Stirling Street, location 234, Robinson in an area zoned for noxious industry. This property has access via a gravel road and numerous complaints have been made as a result of truck movements up and down the road creating excessive noise, dust and continual damage to the road.
13.	KL Stephens 42 Elphinstone Rd ALBANY WA 6330	Road and pollution concerns have been raised once again.	Refer previous submissions.
14.	Wayne Hastie Lot 42 Elphinstone Rd ALBANY WA 6330	Noise problems currently exist with the use of a truck and bobcat on lot 43. Lot 43 is next to an open drain which discharges directly into the harbour. Concerns have been raised over pollution from the proposed Garden Centre into the water table and the harbour.	The current application must be determined on its merits.
15.	Water and Rivers Commission PO Box 525 ALBANY WA 6330	The property is located in a priority 3 zone of a PDWS area where land use and development controls are required.	Refer to previous submissions.

DEVELOPMENT SERVICES REPORTS

City of Albany
Attention Planning Officer
221 York St
Albany WA 6330

2/2/2001

Colin & Meryll DuRoss
Lot 43 Elphinstone Road
Albany WA 6330
P.O. Box 1287
Albany WA 6331

Dear Sir / Madam,

We have enclosed an application for a Proposed Garden Center. The Garden Center will be owned & operated by ourselves.

Materials will be purchased by ourselves from bulk suppliers, then retailed to the public. We intend to deliver the majority of products to the customers residence. A garden nursery will be developed as on the plan enclosed.

Dust suppression will be used extensively via an irrigation system. If we are permitted to operate the Proposed Garden Center, we will apply for a bore license to supply some of the water for dust suppression.

Noise levels from the Proposed Garden Center will be minimal, mainly a bobcat loading trailers for deliveries or the occasional truck delivering bulk materials.

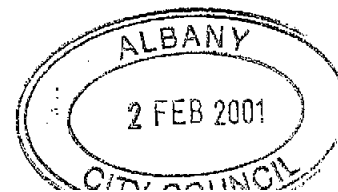
Proposed hours of trading will be Monday to Saturday 8.30 am to 5.00 pm. Sunday 9.30 am to 12.noon. Unless the Council has restrictions on hours of trading.

We appreciate your time to look at our proposal.

Yours Sincerely

Colin & Meryll DuRoss

Colin DuRoss
Meryll DuRoss



ORDINARY COUNCIL MEETING MINUTES – 15/05/01

** REFER DISCLAIMER **

DEVELOPMENT SERVICES REPORTS

City of Albany
Attention Adrian Nicoll
221 York St
Albany WA 6330

14/2/2001

Colin & Meryll DuRoss
Lot 43 Elphinstone Road
Albany WA 6330
P.O. Box 1287
Albany WA 6331

CITY OF ALBANY RECEIVED		
14-Feb-01		
File A016540	Comm. No. 0102310	Office PLAN3
Received Y / (N)	Acknow. Sent / /	CNL / BLTN

Dear Adrian,

Re, the proposed shed reference no 215033. Location at Lot 43 Elphinstone Road.

The use of the shed is for security storage of my truck, bobcat, mini excavator & trailer. We in the future will buy a trailer mounted cherry picker, all these items will take up the majority of floor space.

In general the truck and equipment leave the property in the morning and return in the afternoon. The shed will only ever have single-phase power and will be used for lighting and minor repairs to the equipment, which is seldom done as most repairs are done at business machinery workshops.

I have no other intended uses for this proposed shed.

Yours Sincerely

Colin DuRoss



DEVELOPMENT SERVICES REPORTS

11.1.2 Development Application – Home Occupation (Family Day Care) – Lot 76 Geake Street, Spencer Park

File/Ward : A96401 (Breaksea Ward)

Proposal/Issue : Home Occupation (Family Day Care)

Subject Land/Locality : Lot 76 (32) Geake Street, Spencer Park

Proponent : B Buitenhuis

Owner : G Edwards

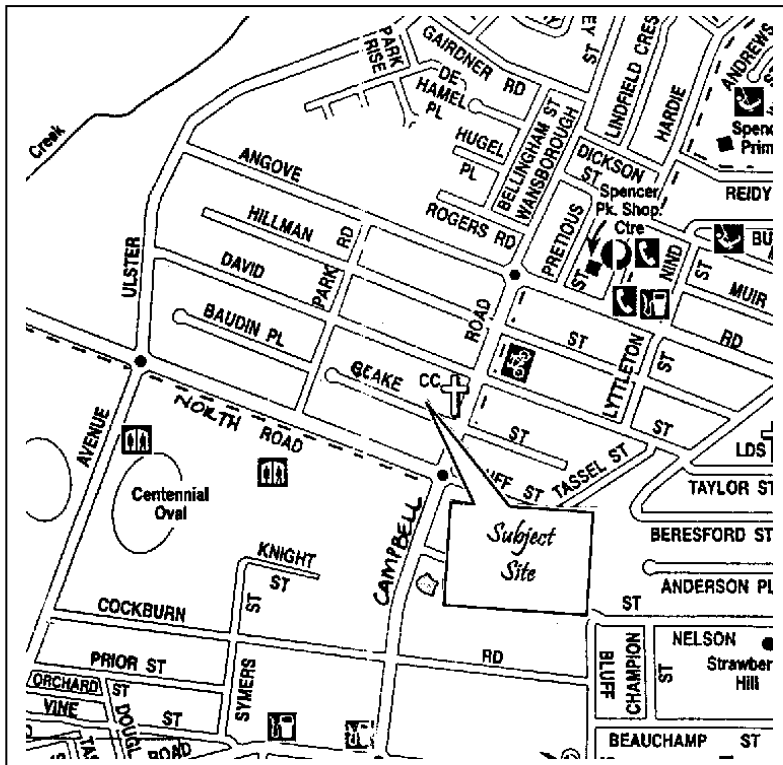
Reporting Officer(s) : Planning Officer (R Hindley)

Disclosure of Interest : Nil

Previous Reference : Nil

Summary Recommendation: Approve subject to conditions

Locality Plan :



DEVELOPMENT SERVICES REPORTS

Item 11.1.2 continued

BACKGROUND

1. An application has been received from B Buitenhuis for the establishment of a 'Home Occupation (Family Day Care)' on Lot 76 Geake St, Spencer Park. No material changes are proposed to be made to the building. A copy of the application follows this report.
2. The property is 959m² in area and is zoned 'Residential R20' under Town Planning Scheme 1A. Home occupation is a 'SA' use requiring the special consent of Council after advertising.
3. The proposal was advertised for three weeks, a sign erected on the site and a direct mail out to adjacent properties. Four objections were received during the advertising period from adjoining owners (refer Elected Members' Report/Information Bulletin).
4. Under the Community Services (Child Care) Regulations 1988 a Family Day Care operation involves the care in an individual's home, of up to seven children, a maximum of four being under the age of four years old. This maximum includes the applicant's own children.

STATUTORY REQUIREMENTS

5. Clause 4.25 of Scheme 1A states:

“Land or building shall not be used for the purpose of a Home Occupation unless the use:

- (a) entails the establishment of a business other than hairdressing or similar personal bodycare businesses, office or workshop only, but does not include a retail sale or display of goods of any nature;*
- (b) does not create injury or prejudicially affect the amenity of the neighbourhood, including (but without limiting the generality of the foregoing) injury prejudicial affection due to the emission of light, noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, grit, oil, waste, water or waste products;*
- (c) does not entail the employment of any person not a member of the occupier's family, normally resident in the house;*
- (d) does not require the provision of any essential service of a greater capacity than normally required in the zone in which it is located;*
- (e) does not occupy an area greater than 25 square metres, including office accommodation, which in the case of the workshop or trade, shall not be less than 6 metres from the nearest part of a habitable room within an adjacent or adjoining residence other than that within the curtilage of the lot upon which the workshop is erected. The 25 square metres shall not be additional to any limitation set out in the Uniform Building By-laws;*

DEVELOPMENT SERVICES REPORTS

Item 11.1.2 continued

- (f) *will not result in the requirement of a greater number of vehicle parking facilities than normally required within the zone in which it is located and will not result in a substantial increase in the amount of vehicular traffic in the vicinity; and*
- (g) *does not entail the presence, parking or garaging of vehicles of more than four tonnes tare weight.”*

5. The proposed use can only be permitted after being publicly advertised.

POLICY IMPLICATIONS

6. Where submissions objecting to the proposed use are received with substantive arguments the application shall be referred to Council for determination.

FINANCIAL IMPLICATIONS

7. There are no financial implications relating to this item.

STRATEGIC IMPLICATIONS

8. There are no strategic implications relating to this item.

COMMENT/DISCUSSION

9. A “Home Occupation” is an activity or a business operated from home, where that business does not detrimentally affect the local neighbourhood. To ensure this, Town Planning Scheme 1A sets out the requirements a proposed Home Occupation must meet if it is to be approved.

10. The proposal does not include retailing, the employment of any other persons other than members of the occupying family and will appear to be a normal residence for all intents and purposes from the outside.

11. All objections raised in response to this proposal were by residents adjacent the subject site.

12. Traffic considerations were a major concern for those parties objecting to the proposal. The proposal will have limited additional vehicle movements. A maximum of seven (7) children will be on-site at any given time and the hours of operation are restricted to 7.30am to 6.00pm weekdays. Parents will usually “drop off” children in the morning and pick them up in the afternoon. The parking requirements can be catered for on site.

13. Additional noise will occur as a result of this development, however this noise would not be dissimilar to that created by a large family. If approved, the proposed use would be restricted to the property and to specific times, therefore reducing the extent and timing of any noise that is created.

DEVELOPMENT SERVICES REPORTS

Item 11.1.2 continued

14. The proposed use is contained on site and will have negligible health impacts on adjacent properties. Similar projects throughout the City have developed with no follow up complaints from neighbours.
15. The oversupply of facilities in the locality was raised as an issue in the objections, however, this is not a valid planning argument, but rather a matter of commercial viability.
16. The proposed use is registered with the Department of Family and Children Services. That Department will monitor the facilities operation.

RECOMMENDATION

- i) THAT Council grants Planning Scheme Consent for the proposed ‘Home Occupation (Family Day Care)’ on Lot 76 (32) Geake Street, Spencer Park subject to the following conditions:
 - The hours of operation are restricted to 7.30am to 6.00pm Monday to Friday;
 - A maximum of seven (7) children including the carer’s own children are to be minded on the premises at any time in accordance with the Community Services (Child Care) Regulations 1988.
 - The picking up and setting down of children to and from the premises shall be carried on entirely within the site at all times and shall be undertaken in a manner so as to cause minimum interference with other vehicular traffic.
 - The applicant complying with the home occupation provisions of Town Planning Scheme 1A.
- ii) If in the opinion of Council, a home occupation is causing a nuisance or annoyance to owners or occupiers of land in the locality, Council reserves the right to rescind the approval.

Voting Requirement Simple Majority

.....

DEVELOPMENT SERVICES REPORTS

Item 11.1.2 continued.

**MOVED COUNCILLOR WALKER
SECONDED COUNCILLOR CECIL**

- i) **THAT Council grants Planning Scheme Consent for the proposed ‘Home Occupation (Family Day Care)’ on Lot 76 (32) Geake Street, Spencer Park subject to the following conditions:**
- **The hours of operation are restricted to 7.30am to 6.00pm Monday to Friday;**
 - **A maximum of seven (7) children including the carer’s own children are to be minded on the premises at any time in accordance with the Community Services (Child Care) Regulations 1988.**
 - **The picking up and setting down of children to and from the premises shall be carried on entirely within the site at all times and shall be undertaken in a manner so as to cause minimum interference with other vehicular traffic.**
 - **The applicant complying with the home occupation provisions of Town Planning Scheme 1A.**
- ii) **If in the opinion of Council, a home occupation is causing a nuisance or annoyance to owners or occupiers of land in the locality, Council reserves the right to rescind the approval.**

MOTION CARRIED 15-0

ORDINARY COUNCIL MEETING MINUTES – 15/05/01

** REFER DISCLAIMER **

DEVELOPMENT SERVICES REPORTS

01-03-01

Belinda Buitenhuis
32 Geake Street
Albany WA
6330

The City of Albany
PO Box 5484
Albany WA
6332

To Whom It May Concern

I am writing to gain permission to operate a family Day Care from my residential address of 32 Geake Street Albany. My operating hours will be 24 hours a day seven days a week. At no one time will I have more than seven children, the ratio being 4 children under the age of four, one five year old and two school age children, therefor most of the time I will only have four children.

I have included the site-plans of my house as was requested .I do hope my request is successful and I look forward to hearing from you soon.

Yours sincerely



Belinda Buitenhuis



DEVELOPMENT SERVICES REPORTS

Belinda Buitenhuis
32 Geake St
Albany
WA 6330

27th March 2

City of Albany
PO Box 484
Albany
WA 6330

CITY OF ALBANY RECEIVED		
27 MAR 2001		
FILE A096401	CORRO No. 0105133	OFFICER PLANK
REPLY YN	ACKNOW SENT / /	CNL/BLTN

To Whom it may concern.

Re: Family Day Care Operating Hours.

I refer to my first letter 18th March
my licence will allow me to operate
7 days a week 24hrs a day.
I can see my operating hours being as
follows

Monday to Friday

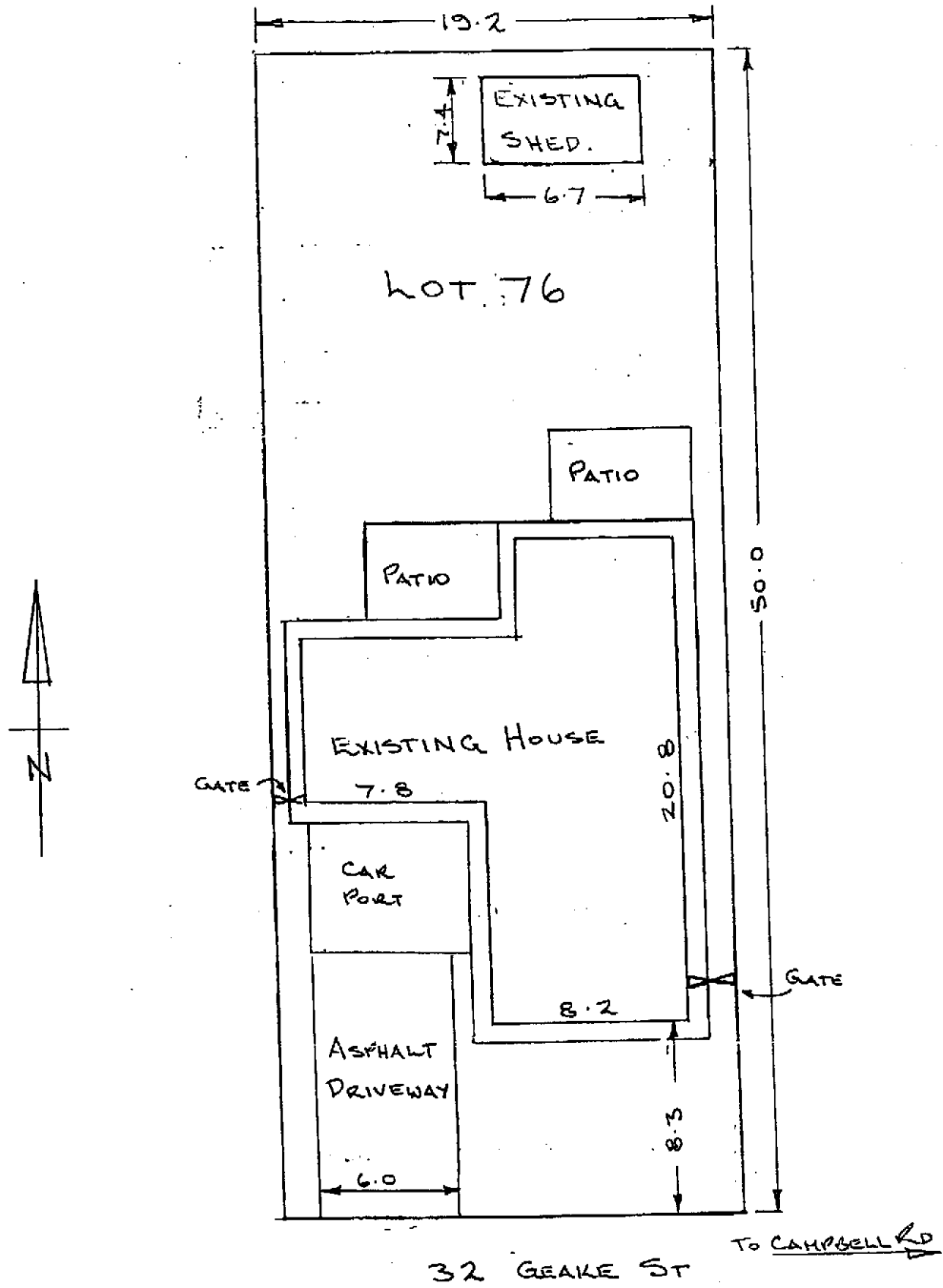
7.30 am to 6pm

No weekend operating hours Thank you

Belinda Buitenhuis

My Reference No 215074

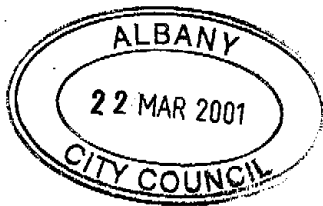
DEVELOPMENT SERVICES REPORTS



32 GEAKE ST

TO CAMPBELL RD

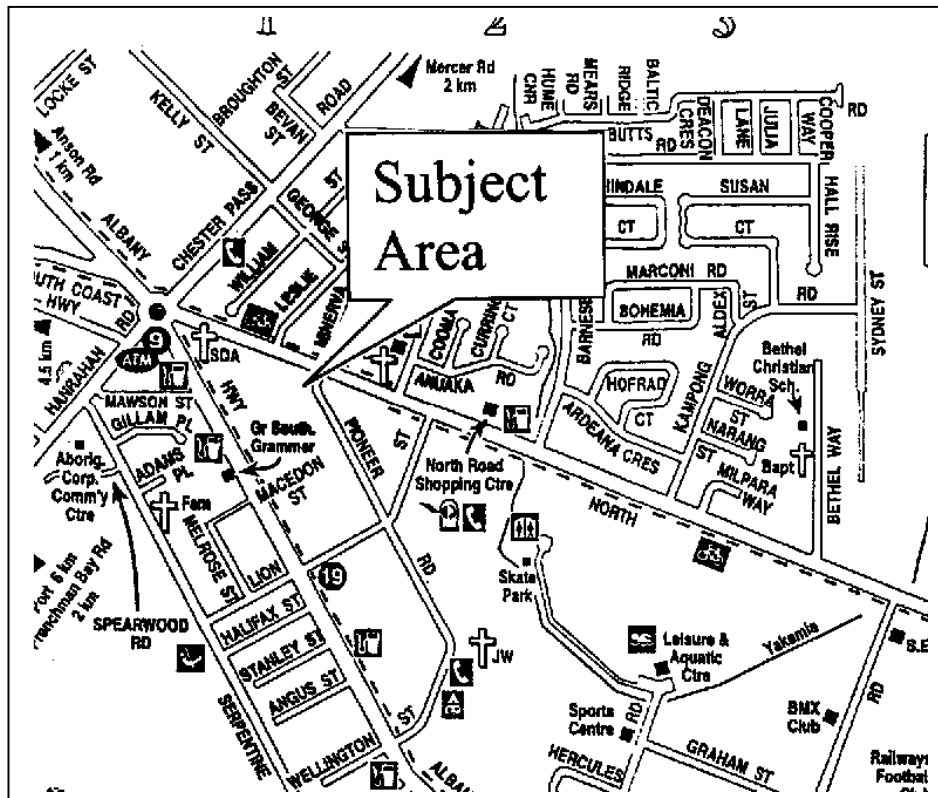
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DEVELOPMENT SERVICES REPORTS

11.1.3 Development Application – ‘Outbuilding’ - Lot 24 Pioneer Road, Centennial Park

- File/Ward** : A132853 (Fredrickstown Ward)
- Proposal/Issue** : Seeking Council’s approval for the development of an ‘Outbuilding’.
- Subject Land/Locality** : Lot 24, Loc SP12 (59-63), Pioneer Road, Centennial Park.
- Proponent** : GB & FJ Lembo
- Owner** : GB & FJ Lembo
- Reporting Officer(s)** : Planning Officer (A Nicoll)
- Disclosure of Interest** : Nil
- Previous Reference** : Nil
- Summary Recommendation:** Refuse the application
- Locality Plan** :



DEVELOPMENT SERVICES REPORTS

Item 11.1.3

BACKGROUND

1. Council received a building application from GB & FJ Lembo on the 11th April 2001 to develop two adjoining outbuildings with a total area of 143m² on Lot 24 Pioneer Road. A copy of the application follows this report.
2. Lot 24 (59-63) Pioneer Road, Centennial Park is 5808m² in area and is zoned 'Tourist Residential' in the City of Albany Town Planning Scheme 1A.
3. The outbuildings are to be used as a garage and as a linen store as part of the Ace Motor Inn (Sub Lot 13 (314) Albany Highway) which is located on the lot adjacent to lot 24 Pioneer Road.
4. A residence and two outbuildings already exist on the property. These outbuildings compliment the use of the residential dwelling, are used for storage and have a total combined area of 104m².

STATUTORY REQUIREMENTS

5. Section 7.21.4 of the City of Albany Town Planning Scheme 1A states:
"A Town Planning Scheme policy shall not bind the Council in respect of any application for planning consent but the Council shall take into account the provisions of the policy and objectives which the policy was designed to achieve before making its decision."
6. The Outbuilding's policy has been adopted as a policy pursuant to Town Planning Scheme 1A.

POLICY IMPLICATIONS

7. Section 4.25A of the Scheme also states:
"In the Residential Zone more than one outbuilding, and outbuildings having an aggregate area in excess of 46.5m², are permitted provided they are appurtenant to a single residence and are used for purposes incidental to the enjoyment of the dwelling as such."
8. Under the Development Guideline number 3 for outbuildings in Town planning Scheme 1A, the floor area of single and aggregate outbuildings shall be limited in size to 100m² and 120m² respectively.
9. The existing outbuildings on the property are 36m² and 68.4m² in area, a total of 104m². With the addition of the garage and linen store being 143m², the total area of outbuildings on the property will amount to 247m², 127m² over the maximum permitted area for outbuildings on a 'Tourist Residential' property.

DEVELOPMENT SERVICES REPORTS

Item 11.1.3 continued

10. Outbuildings on properties primarily used for residential purposes are to be used only for domestic purposes and not commercial or human habitation, as detailed in paragraph 7.
11. As the applicant is proposing to establish an outbuilding contrary to the scheme and Council's policy, an approval for the outbuilding is required from Council. Council will also need to grant a relaxation to the standards set by its policy.

FINANCIAL IMPLICATIONS

12. Due to the intention of the garage and linen store being complimentary to the use of the Ace Motor Inn, the applicant has been advised that it would be in their best interest to amalgamate Lot 24 with Sub Lot 13. The applicant has identified the intention not to amalgamate the two lots due to the costs involved.

STRATEGIC IMPLICATIONS

13. If Council was to approve a relaxation of its policy, a further precedent would be set for other "Residential" or "Tourist Residential" zoned lots, with an area greater than 1001m², to have large or additional outbuildings for commercial use.

COMMENT/DISCUSSION

14. The outbuildings are to be developed following the contours of the land, thus breaking up the overall bulk reducing the visual intrusion of the overall development. The garage and linen store are to be developed out of selected facebrick with a dark grey colorbond gable roof.
15. The garage and linen store proposed to be located on Lot 24 Pioneer Road are situated alongside sub lot 13 (the Ace Motor Inn), and lots 22 and 23 (which are proposed to be rezoned to 'Tourist Residential'). The applicants long term intentions are to develop the surrounding lots as an extension to the Ace Motor Inn for tourist accommodation purposes. The applicant therefore considers the garage and linen store to be complimentary to the future development of the area.
16. Given that the applicant does not wish to place the garage and linen store on the Motel lot or amalgamate a portion of lot 24 into the Ace Motor Inn lot, Council must assess the application as additional outbuildings on a residential lot. It is inappropriate to approve part of the Motel's infrastructure on an adjoining lot used for residential purposes, even considering the applicant's future intentions.
17. It is emphasised that the lot could be sold, thus separating the linen store from the Motel. Staff therefore suggest that Council not support the application.
18. Consistent with the advice given to the applicant, staff would support the application if Lot 24 or a portion of the lot was amalgamated with sub lot 13, the Ace Motor Inn.

DEVELOPMENT SERVICES REPORTS

Item 11.1.3 continued

RECOMMENDATION

THAT Council resolves to issue a Planning Scheme Refusal for the establishment of the garage and linen store on Lot 24 (59-63) Pioneer Road, Centennial Park as the proposal would:

- i) be used for commercial purposes and not domestic on a property primarily used for residential purposes; and
- ii) the proposed outbuildings would have a floor area in excess of the provisions of the Development Guideline No. 3 of the Town Planning Scheme No. 1A.

Voting Requirement Simple Majority

.....

**MOVED COUNCILLOR WELLINGTON
SECONDED COUNCILLOR WILSON**

THAT Council resolves to issue a Planning Scheme Refusal for the establishment of the garage and linen store on Lot 24 (59-63) Pioneer Road, Centennial Park as the proposal would:

- i. be used for commercial purposes and not domestic on a property primarily used for residential purposes; and**
- ii. the proposed outbuildings would have a floor area in excess of the provisions of the Development Guideline No. 3 of the Town Planning Scheme No. 1A.**

CARRIED 11-4

ORDINARY COUNCIL MEETING MINUTES – 15/05/01

** REFER DISCLAIMER **

DEVELOPMENT SERVICES REPORTS

The
Ace

Motor Inn

Affordable Quality Motel Accommodation

314 Albany Highway
Albany WA 6330

Ph: (08) 9841 2911
Fax: (08) 9841 4443

20th April, 2001

City of Albany
221 York Street
ALBANY, WA 6330

CITY OF ALBANY RECEIVED		
01-May-01		
File	Corro. No.	Officer
Received Y / N	Acknow. Sent / /	CNL / BLTN

ATTENTION: MR. ADRIAN NICHOL FAX 9841 9222

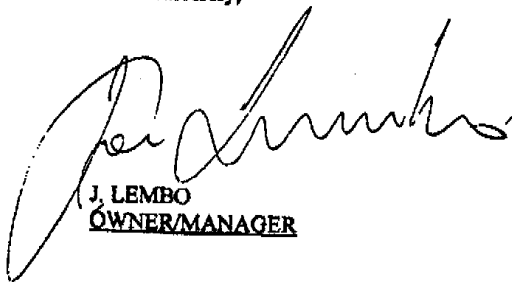
RE: PROPOSED NEW LINEN STORE AND GARAGE

Dear Sir,

Further to our application to construct the new building on our property, we ask that you consider the following:

- 1) The proposed location and size of the new building is strategic to our long term future development and for our current needs;
- 2) Our residence is on the adjoining lot and the new premises would not be intended to be occupied as a dwelling. We would be prepared to enter into an agreement with Council to confirm this intent;
- 3) We are currently applying for rezoning on Lots 22 and 23 Albany Highway, and again the proposed building in its present location and size, will be critical to our future development intentions;
- 4) Because of the future plans for our property, this location is the only location possible for our proposal. In addition, because we intend to develop the whole area in the future, we therefore do not wish to bear the cost of amalgamation, as we feel there is no need.

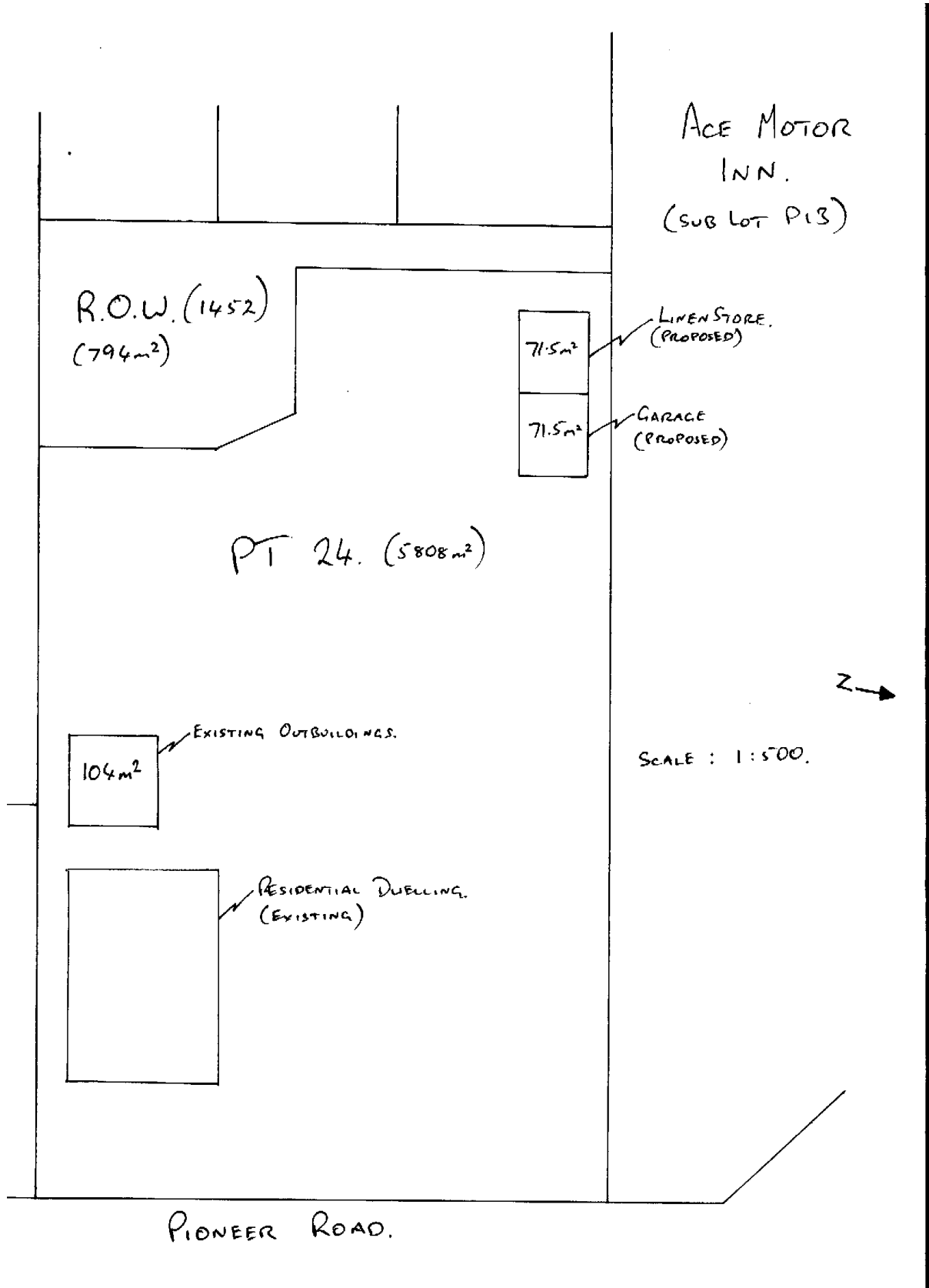
Yours sincerely,



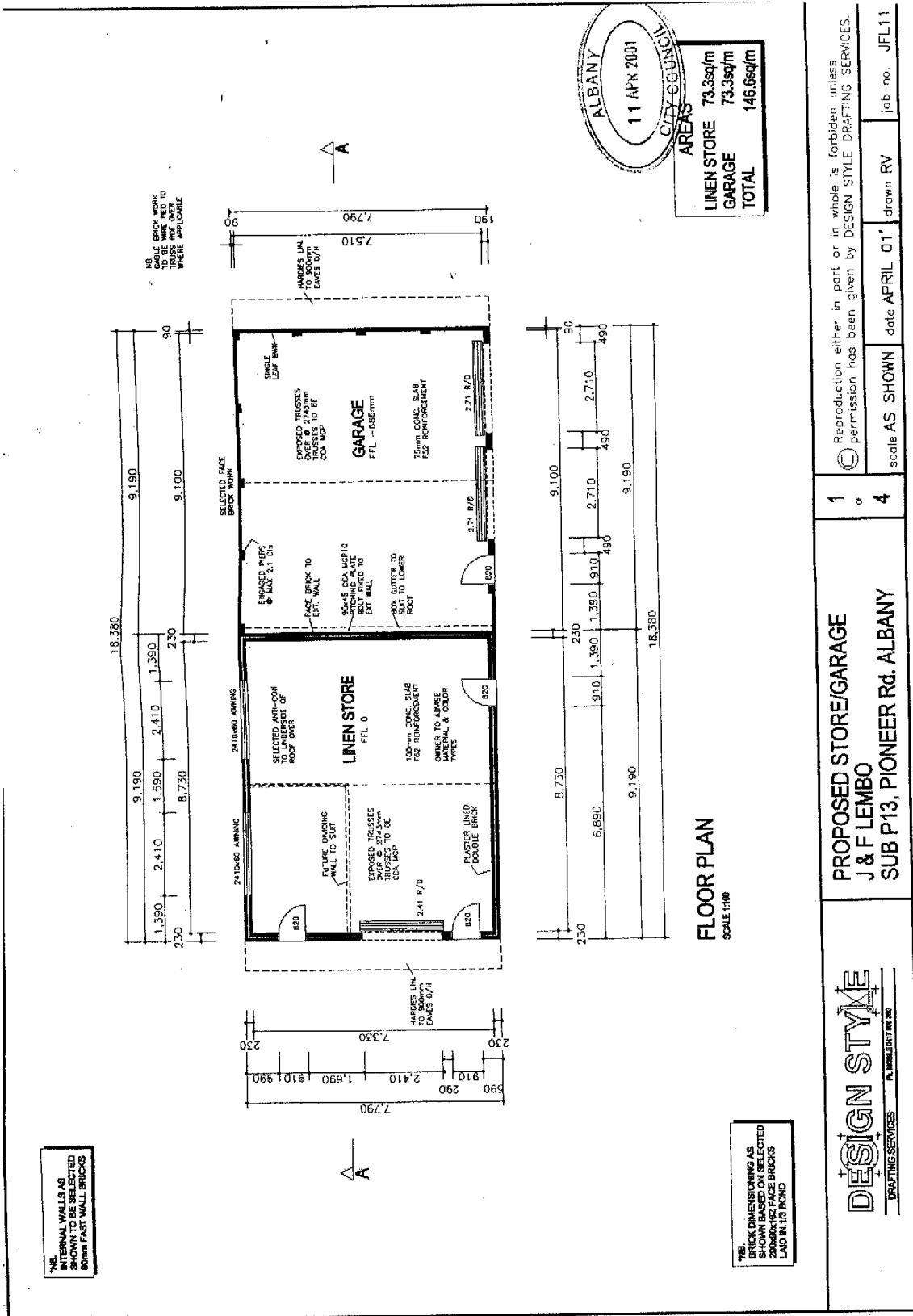
J. LEMBO
OWNER/MANAGER

"Your Comfort Is Our Concern"

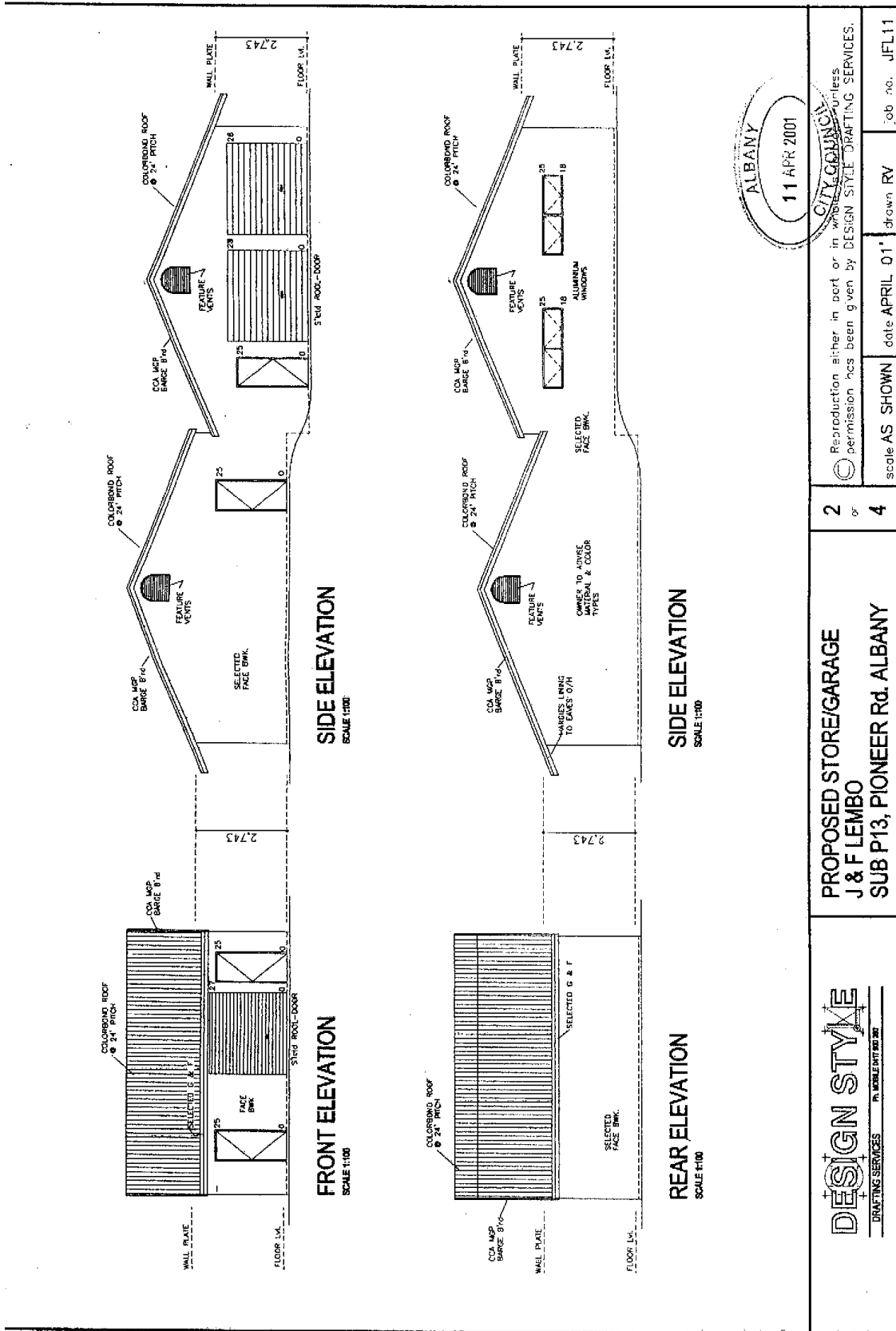
DEVELOPMENT SERVICES REPORTS



DEVELOPMENT SERVICES REPORTS



DEVELOPMENT SERVICES REPORTS



11.2 INSPECTION SERVICES

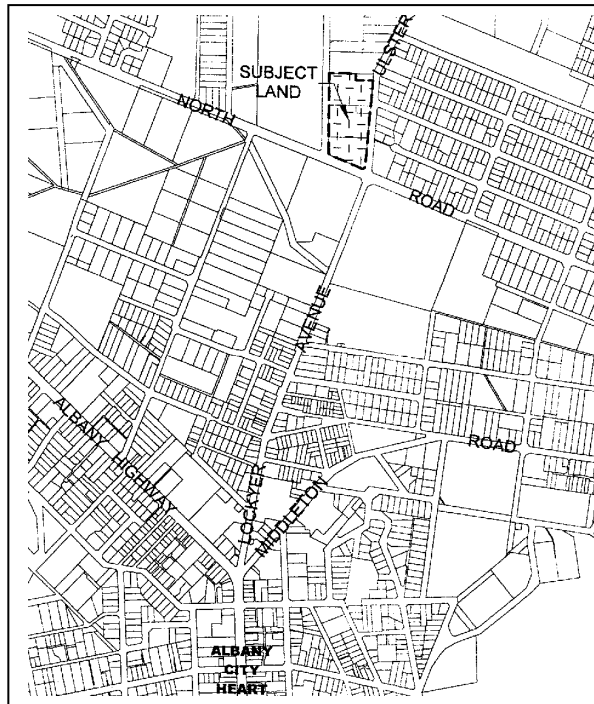
Nil

DEVELOPMENT SERVICES REPORTS

11.3 DEVELOPMENT POLICY

11.3.1 Scheme Amendment Request – Lots 9, 10, 11 & 70 Ulster Road, Yakamia

- File/Ward** : A96776A (Yakamia Ward)
- Proposal/Issue** : Preliminary request to rezone Lots 9, 10, 11 & 70 from the “Yakamia Creek” zone to “Residential R30”
- Subject Land/Locality** : Lots 9, 10, 11 & 70 Ulster Road, Yakamia
- Proponent** : Ayton, Taylor & Burrell
- Owner** : Albany Heights Pty Ltd
- Reporting Officer(s)** : Planning Officer (G Bride)
- Disclosure of Interest** : Nil
- Previous Reference** : Nil
- Summary Recommendation:** Support the intent of the request.
- Locality Plan** :



DEVELOPMENT SERVICES REPORTS

Item 11.3.1 continued

BACKGROUND

1. An application has been received from Ayton, Taylor & Burrell seeking Council’s preliminary support to rezone Lots 9, 10, 11 & 70 Ulster Road, Albany from the “Yakamia Creek” zone to the “Residential (R30)” zone. A copy of the applicant’s proposal is attached to the rear of this report.
2. The proponents intend to establish an “Aged Persons Village” comprising 120 independent living units and a facilities complex (which contains a library, craft rooms, medical consulting rooms, hairdressing salon, swimming pool, spa, gymnasium and change rooms).
3. Whilst conceptual plans have not been prepared at this stage, the applicant has advised that the independent units will be of two and three bedroom configurations with one car bay under the main roof, plus a storeroom.

STATUTORY REQUIREMENTS

4. Within the “Yakamia Creek” zone the use class of “Aged Persons Village” is a use not permitted. In order to gain approval for an aged persons village the land must first be rezoned to “Residential”, or designated as a “Special Site”.
5. A Scheme Amendment Request (SAR) is not a statutory process under the Town Planning & Development Act 1928. The purpose of the SAR process is to give an applicant feedback whether an amendment is likely to be supported or not, and for Council to foreshadow the issues to be addressed in the Scheme Amendment documents.
6. If an applicant decides to pursue a Scheme Amendment, the Council will be required to formally consider that request.

POLICY IMPLICATIONS

7. The land is not identified in the Albany Residential Expansion Strategy as ‘Future Residential Development’. This does not reflect an oversight on the Strategy’s behalf, as land further to the west and north (which is included in the Yakamia District Structure Plan) has been identified as being suitable for residential development. It is considered plausible that the Strategy broadly excluded this land on the basis that it was zoned “Yakamia Creek”, whereby it’s suitability to accommodate residential development may not have been fully explored.
8. The Residential Planning Codes (1991), which has been adopted within Town Planning Scheme No. 1A, states that when considering applications for aged accommodation, Council should consider whether such a proposal will be out of character with, or detrimental to, the amenity of the area.

DEVELOPMENT SERVICES REPORTS

Item 11.3.1 continued

9. The ‘Liveable Neighbourhoods’ document prepared by the Western Australian Planning Commission recommends that areas of medium to high density residential development should be encouraged within 400 metres of a town centre (which in this case would be North Road Shopping Centre). A walking distance of less than 400 metres (or 5 minutes walk) is considered to be the optimal distance in order to encourage non-vehicular transport. The subject land is approximately 1.1 kilometres from North Road Shopping Centre.
10. Whilst the ‘Liveable Neighbourhoods’ document is only a guide for developers and planning authorities, and not a policy of Council or the WAPC, it does encourage best design practice.

FINANCIAL IMPLICATIONS

11. There may be a need for a pedestrian crossing on this section of North Road, as future traffic projections in this area are expected to increase dramatically due to the proposed construction of Yakamia Drive immediately west of the subject land (over the existing Range Road alignment).
12. As the aged persons village would create the primary demand for the pedestrian crossing, the applicant may be required to pay a contribution towards its construction.

STRATEGIC IMPLICATIONS

13. The subject land is located within the Yakamia District Structure Plan study area, however it is not aligned with either Cell A, B, C or D, which make up the four divisional areas of the Structure Plan.
14. The subject land is tentatively identified for residential development in the Structure Plan, however detailed analysis of the land’s potential to accommodate such development has not been investigated.
15. A Local Structure Plan for each Cell will need to be prepared to establish a co-ordinated road layout, and to identify the future pattern of commercial, residential and recreational development. Given that no detailed structure planning has been done for any of the cells, Council’s support for this rezoning request could be viewed as being premature.

COMMENT/DISCUSSION

16. A copy of the proposal was referred to the Western Australian Planning Commission and the Water and Rivers Commission for preliminary comment. The major issues identified by these authorities, and Council staff include:
 - The subject land is low-lying and prone to flooding, therefore the preparation of a drainage study (with expected impacts on Yakamia Creek) and geotechnical report should be undertaken prior to initiation;

DEVELOPMENT SERVICES REPORTS

Item 11.3.1 continued

- In order to maintain the streetscape, conceptual plans should form part of the final documentation to ensure that the village is residential in character and does not promote a walled enclave, typical of many aged accommodation villages. Furthermore, specific development conditions need to be inserted into the Scheme to promote a development which blends in with the surrounding urban form;
 - Retaining the base zoning of “Yakamia Creek” would ensure that residential subdivision would not be supported prior to the undertaking of the Cell A Local Structure Plan, in the event that the aged accommodation proposal does not eventuate (see also comment at paragraph 17);
 - A limited structure plan should be included within the amendment documentation to indicate how subdivision over Lots 8, 12 & 13 Ulster Road is to occur, and “tie into” the development upon Lots 9, 10, 11 & 70 Ulster Road. All these lots are within the one isolated cell (referred to in the Structure Plan as the ‘Spencer Park Cell’), and therefore co-ordination needs to be promoted;
 - A useable area of public open space being incorporated into the plan;
 - Pedestrian and vehicular access arrangements need to be determined and justified given the existing and proposed traffic in this vicinity.
17. Staff believe consideration can be given to a rezoning at this stage, as the land is physically separated from the rest of the Yakamia District Structure Plan area by the proposed Yakamia Drive, and it forms only a minor part of any cell designated for residential development. As the above lots will be amalgamated, and do not require the provision of internal roads, the proposal is unlikely to compromise the future planning objectives for the balance of the Yakamia Creek zone or other land in Yakamia zoned Future Urban.
18. Despite the fact that the proposal does not meet the preferred criteria contained within ‘Liveable Neighbourhoods’, the aged accommodation village is located on flat land close to North Road Shopping Centre and the Albany CBD. Council has previously approved applications for aged accommodation in the surrounding area upon residential zoned land.
19. Staff note the applicant’s request to rezone the land to “Residential R30” at this time, however it needs to be emphasised that rezoning of the land in this manner could allow subdivision to occur prior to detailed structure planning for each Cell within the Yakamia District Structure Plan. A higher density residential coding could be applied to the aged persons village site, subject to the applicant justifying that the density would not be to the detriment of the area’s character, however it should be accompanied by the detailed structure plans.
20. Subject to the applicant addressing the issues mentioned above, to the satisfaction of Council, staff support the preliminary request to rezone the land.

DEVELOPMENT SERVICES REPORTS

Item 11.3.1 continued

RECOMMENDATION

THAT Council;

- i) advise the applicant that it is prepared to support the request for an amendment to Town Planning Scheme No. 1A to rezone Lots 9, 10, 11 & 70 Ulster Road, Yakamia from the “Yakamia Creek” zone to “Special Site” with an additional use of ‘Aged Persons Village’ subject to, in the formal amendment documents, the proponent;
 - a) establishing by detailed research the floodplain for Yakamia Creek and fill levels on the subject land;
 - b) undertaking geotechnical analysis of the site to determine soil characteristics and drainage capacity;
 - c) establishing fencing and development controls which promote a suitable urban form, consistent with the adjoining locality;
 - d) establishes suitable provisions for the site within the Special Site clauses of the Scheme;
 - e) clearly documenting how the balance of the cell will integrate with the proposed land use;
 - f) demonstrating that active open spaces can be integrated into the designs for the development of the subject land; and
 - g) committing to the cost of upgrading pedestrian and vehicle access arrangements resulting from the site development.

- ii) encourages the proponent, prior to submitting formal documents, to liaise with staff to derive appropriate development controls for the aged persons village.

Voting Requirement Simple Majority

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DEVELOPMENT SERVICES REPORTS

Item 11.3.1 continued.

**MOVED COUNCILLOR BOJCUN
SECONDED COUNCILLOR WILSON**

THAT Council;

- i) advise the applicant that it is prepared to support the request for an amendment to Town Planning Scheme No. 1A to rezone Lots 9, 10, 11 & 70 Ulster Road, Yakamia from the “Yakamia Creek” zone to “Special Site” with an additional use of ‘Aged Persons Village’ subject to, in the formal amendment documents, the proponent;**
 - a) establishing by detailed research the floodplain for Yakamia Creek and fill levels on the subject land;**
 - b) undertaking geotechnical analysis of the site to determine soil characteristics and drainage capacity;**
 - c) establishing fencing and development controls which promote a suitable urban form, consistent with the adjoining locality;**
 - d) establishes suitable provisions for the site within the Special Site clauses of the Scheme;**
 - e) clearly documenting how the balance of the cell will integrate with the proposed land use;**
 - f) demonstrating that active open spaces can be integrated into the designs for the development of the subject land;**
and
 - g) committing to the cost of upgrading pedestrian and vehicle access arrangements resulting from the site development.**

- ii) encourages the proponent, prior to submitting formal documents, to liaise with staff to derive appropriate development controls for the aged persons village.**

CARRIED 15-0

DEVELOPMENT SERVICES REPORTS

AYTON TAYLOR & BURRELL
CONSULTANTS IN URBAN & REGIONAL PLANNING

PROPOSED AGED PERSONS VILLAGE
LOTS 9, 10, 11 & 70 ULSTER ROAD, ALBANY

1.0 INTRODUCTION

The proponent Mr GD Cossill & Mr E Yeo, have entered into a contract to acquire Lots 9, 10, 11 & 70 from the current landowner in order to develop an aged persons village comprising a maximum of 120 independent living units plus a community facilities complex.

As the land currently falls within the Yakamia Creek zone, wherein an aged persons village is not a permitted use, it will be necessary to rezone the land if the proposal is to proceed.

The following report provides background information to support rezoning of the property.

2.0 LOCATION, AREA AND SURROUNDING LANDUSE

The property is located on the north west corner of the Ulster Road/North Road intersection, approximately one kilometre north of the Albany Central Business District. Figure 1 refers. Council's former depot is located to the west, parks & recreation reserves to the south and residential development to the east. Surrounding landuse is illustrated in Figure 2.

The combined area of the four lots is 3.4765 ha. The land is currently undeveloped and cleared except for a number of mature conifers and native trees.

3.0 PLANNING CONTEXT

Council's Town Planning Scheme No. 1A (TPS 1A) and the Yakamia Structure Plan are the most relevant planning documents for the subject land. Under the provisions of TPS 1A the land falls within the Yakamia zone which essentially preserves the current semi rural status of the land with a minimum lot size of 3000m². As noted in the introduction, an aged persons village is not a permitted use.

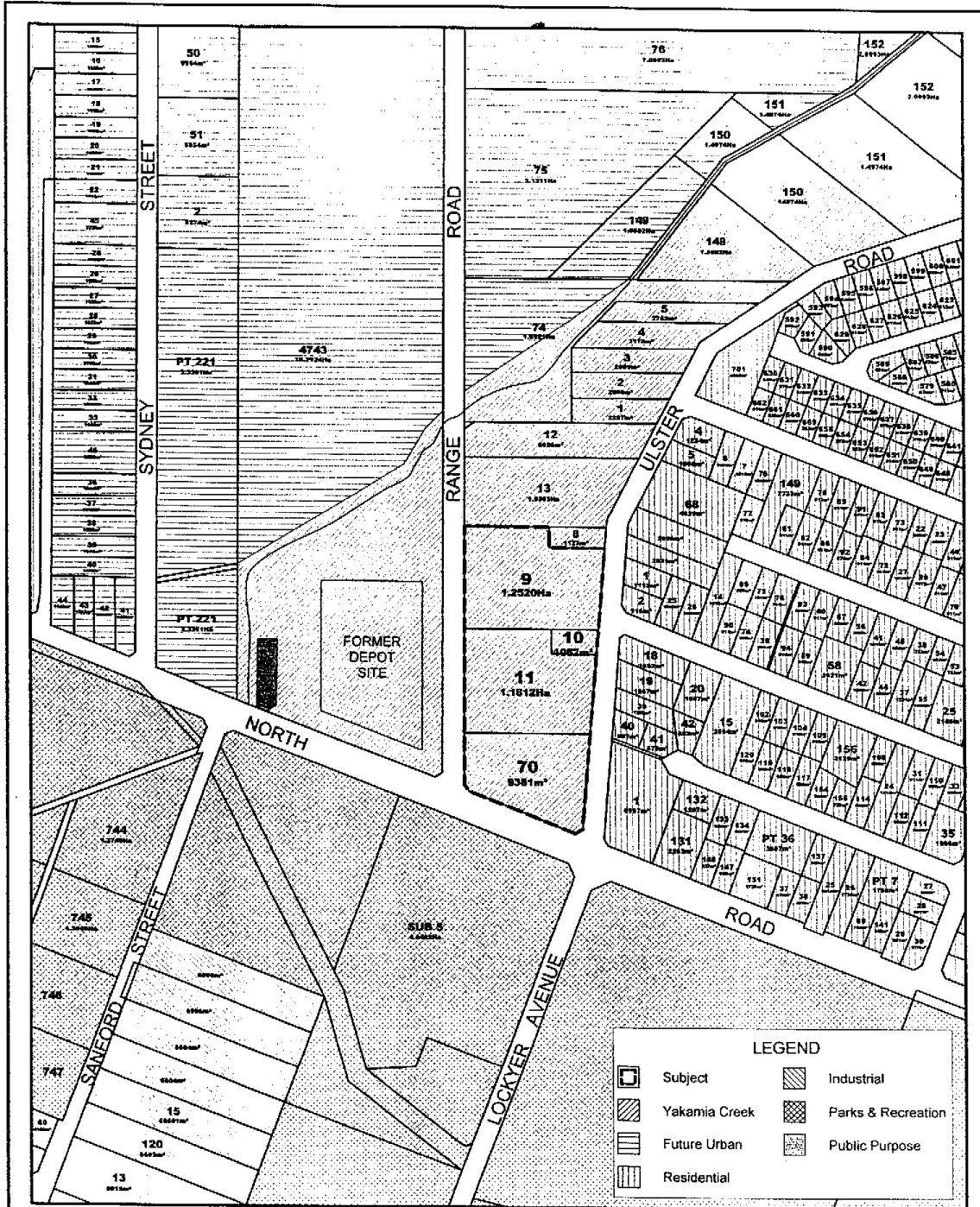
In terms of future planning for the locality, the Yakamia Structure Plan recommends the subject land be zoned for residential purposes. Range Road is also proposed to be widened to create a four lane highway which will provide the main access to growth areas to the north and northeast. A major roundabout is proposed where the future highway intersects with North Road.

The Structure Plan also provides guidelines for infrastructure cost sharing between landowners within the Study Area. In this regard, the subject land is excluded from these cost sharing arrangements, with the possible exception of a contribution to the construction of Yakamia Drive should lots be subdivided off it. As subdivision is not proposed and the subject land will have alternative access to two existing constructed roads, contribution to Yakamia Drive construction is not anticipated.

4.0 INFRASTRUCTURE

All essential services such as sealed road access, deep sewerage, reticulated water supply, power and telecommunications can be provided to service the proposed development.

DEVELOPMENT SERVICES REPORTS



Surrounding Landuse

Lots 9, 10, 11 & 70
Ulster Road, City of Albany

↑
SCALE
1:5000
Figure 2

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Consultants in Town Planning
11 Duke Street Albany W.A.

5113-02 W/P

DEVELOPMENT SERVICES REPORTS

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PROPOSED AGED PERSONS VILLAGE
LOTS 9, 10, 11 & 70 ULSTER ROAD, ALBANY

North Road and Ulster Road provide sealed road access with all access likely to be provided from Ulster Road.

Preliminary site investigations by Wood & Grieve Engineers indicate that providing a layer of peat is removed and the land is filled, connection can be made to the existing sewer system.

In accordance with current policy, underground power will be provided to the site and scheme water and telecommunications will be extended to service the development.

5.0 PROPOSED DEVELOPMENT

Approximately 120 independent living units with a community facilities complex to cater for retirees seeking a village life in the Albany Region are proposed.

The independent living units will be of two and three bedroom configurations with one car bay under the main roof plus a storeroom. Each unit will have a clothes drying area and a courtyard accessible from a living room.

The independent living units will be designed to cater for disabled access and will be provided with a 24 hours security monitoring system.

Adequate visitor car parking will be provided within the village and the grounds will be heavily landscaped. Full time maintenance of the grounds will be provided.

The community facilities complex will be located centrally within the overall village and provide a focus for village life. A community facilities building will be provided where residents will be able to have meals, utilise community lounges, a library, meeting rooms, craft rooms, doctor's consulting rooms and a hairdressing salon.

The building will also contain a reception area and offices to be utilised in the full time management of the village.

A recreational facilities building will also form part of the community complex and will contain an indoor heated swimming pool, spa, gymnasium, change rooms and a covered barbecue area.

The grounds of the community facilities complex will be landscaped to provide residents with outdoor areas for entertaining visitors.

6.0 PLANNING CONSIDERATIONS

The proposed development is considered compatible with future planning for the locality which recommends the land be rezoned for residential purposes.

DEVELOPMENT SERVICES REPORTS

AYTON TAYLOR & BURRELL
CONSULTANTS IN URBAN & REGIONAL PLANNING

PROPOSED AGED PERSONS VILLAGE
LOTS 9, 10, 11 & 70 ULSTER ROAD, ALBANY

In order to accommodate the scale of the development an R30 density coding will be required together with the 50% density bonus allowed for under the provisions of the Residential Design Code. Given the proximity of the site to the CBD, parks and recreation areas and strategic location in terms of current and proposed roads, a medium density coding is considered appropriate for the site.

Other planning issues to be considered include:

- Access and egress points, with the main point of entry being off Ulster Road as opposed to North Road.
- Land requirements for the proposed roundabout on North Road and how this will impact on the subject land.
- Future construction of Yakamia Drive and the necessity to widen Range Road. Such road widening to be accommodated within the former depot site.

These issues can be further explored in the rezoning documentation.

7.0 CONCLUSION

The development of a comprehensive aged persons village is a much needed facility in Albany. The difficulty of finding a suitably located site of sufficient size has been the main impediment to such a development proceeding.

The site the subject of this application is considered to be one of the most appropriate currently available. It is compatible with surrounding landuse and future planning for the locality. Subject to land requirements for a future roundabout on North Road being assessed and further detailed site assessment being carried out, it is considered that there are no outstanding issues that cannot be resolved in order for the proposal to be supported.

Subject to Council support in principle, rezoning documents, including a detailed concept plan and supporting report can be prepared for consideration by Council.

Corporate & Community Services

REPORTS

- R E P O R T S -

12.1 FINANCE

12.1.1 List of Accounts for Payment – City of Albany

File/Ward	:	FIN022 (All Wards)
Proposal/Issue	:	N/A
Subject Land/Locality	:	N/A
Proponent	:	N/A
Owner	:	N/A
Reporting Officer(s)	:	Manager of Finance (S Goodman)
Disclosure of Interest	:	Nil.
Previous Reference	:	N/A
Summary Recommendation	:	Approve accounts for payment
Locality Plan	:	N/A

COMMENT/DISCUSSION

1. The list of accounts for payment for the City of Albany is included in the Councillor Report/Information Bulletin and contains the following:-

Municipal Fund Vouchers		
Cheques 13755-13856	totalling	116,153.29
EFT EF5559-EF5660	totalling	306,190.85
Payroll	totalling	297,388.51
Total Municipal Fund		<u>719,732.65</u>
Trust Fund Vouchers	totalling	5,000.00
Total Trust Fund		<u>5,000.00</u>
TOTAL		<u>724,732.65</u>

RECOMMENDATION

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

Municipal Fund	totalling	\$719,732.65
Trust Fund	totalling	<u>\$ 5,000.00</u>
Total		<u>\$724,732.65</u>

Voting Requirement Simple Majority

**MOVED COUNCILLOR DEMARTEAU
 SECONDED COUNCILLOR WOLFE**

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

Municipal Fund	totalling	\$719,732.65
Trust Fund	totalling	<u>\$ 5,000.00</u>
Total		<u>\$724,732.65</u>

MOTION CARRIED 15-0

12.2 ADMINISTRATION

12.2.1 Agricultural Protection Board Regional Advisory Committee

File/Ward	:	GOV004 (All Wards)
Proposal/Issue	:	Nomination for representation on the Albany Agricultural Protection Board Regional Advisory Committee
Subject Land/Locality	:	N/A
Proponent	:	Agriculture Protection Board
Owner	:	N/A
Reporting Officer(s)	:	Senior Administration Officer (S Pepper)
Disclosure of Interest	:	Nil
Previous Reference	:	OCM 05.10.99 Item 13.2.5
Summary Recommendation	:	That a nomination be invited to the Committee
Locality Plan	:	N/A

BACKGROUND

1. The Agricultural Protection Board has advised Councillor Wolfe's term of office on the Agricultural Protection Board Regional Advisory Committee has expired in August 2000, and is inviting Council to nominate a representative to this committee.
2. The Agricultural Protection Board has created a network of Regional Advisory Committees throughout Western Australia, consisting of the Producer group and Council representatives, to advise on matters relating to the protection of agriculture and related resources.
3. The Albany Advisory Committee meets three times a year at Albany, Denmark, Mt Barker or Cranbrook from 1.00pm to 4.00pm (day to be set).

STATUTORY REQUIREMENTS

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

Item 12.2.1 continued.

POLICY IMPLICATIONS

- 5. There are no policy implications relating to this item.

FINANCIAL IMPLICATIONS

- 6. There are no financial implications relating to this item.

STRATEGIC IMPLICATIONS

- 7. There are no strategic implications relating to this item.

COMMENT/DISCUSSION

- 8. While the Agricultural Protection Board invites Council to nominate a representative for the Albany Regional Advisory Committee, the appointment is subject to Ministerial approval. The representative will be required to submit their CV for the Minister’s consideration.

RECOMMENDATION

THAT Council;

- i) nominates Councillor_____ as its representative for the Albany Agricultural Protection Board Regional Advisory Committee, and
- ii) submits the name of the representative and their CV to the Minister for his consideration.

Voting Requirement Simple Majority

**MOVED COUNCILLOR CECIL
SECONDED COUNCILLOR EVERS**

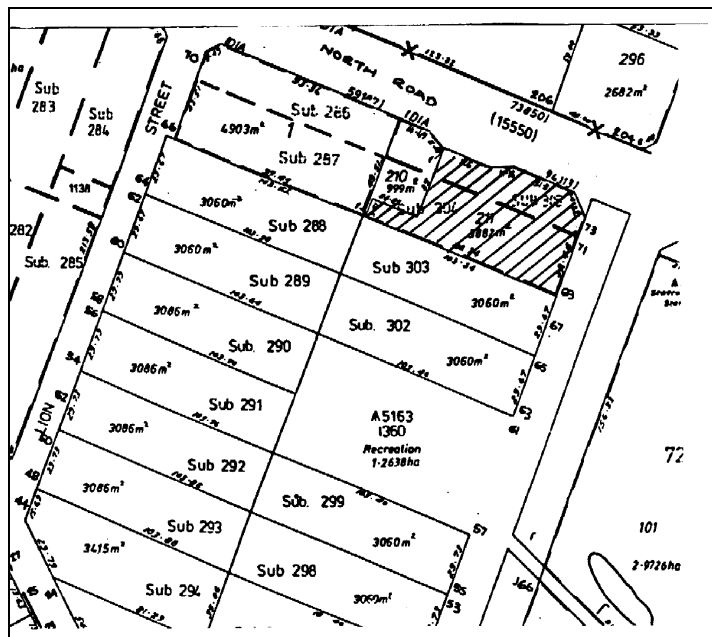
THAT Council;

- iii) **nominates Councillor Wolfe as its representative for the Albany Agricultural Protection Board Regional Advisory Committee, and**
- iv) **submits the name of the representative and their CV to the Minister for his consideration.**

CARRIED 15-0

12.2.2 Lotteries House Lease – 211-217 North Road, Albany Great Southern Community Partnerships Incorporated

- File/Ward** : MAN071 (Frederickstown Ward)
- Proposal/Issue** : New lease agreement for Great Southern Community Partnerships Incorporated
- Subject Land/Locality** : Lotteries House, 211-217 North Road
- Proponent** : Great Southern Community Partnerships Incorporated
- Owner** : City of Albany
- Reporting Officer(s)** : Administration Officer (A Wiseman)
- Disclosure of Interest** : Nil
- Previous Reference** : Nil
- Summary Recommendation** : That Council agree to enter into a new lease agreement with the Great Southern Community Partnerships Incorporated at Lotteries House, for a 3 year term with a 3 year option, commencing on 1st May 2001.
- Locality Plan** : See below map



Item 12.2.2 continued.

BACKGROUND

1. In September 1996 a “Deed of Trust” was entered into between the former Town of Albany and the Lotteries Commission. This deed requested that a Management Committee be formed to oversee the management of the property known as Lotteries House and located on 211-217 North Road, Albany.
2. Part 3 of the Schedule contained within the Deed of Trust, states that the purpose of the Trustee (being the City of Albany) is as follows:

“To make and keep available the Property for organisations as defined in section 19 of the Act, for use by them exclusively for accommodation for benevolent or charitable purposes.”

STATUTORY REQUIREMENTS:

4. Section 3.58 of the Local Government Act deals with “disposing of property” (including leases) and requires Council to either dispose of property to the highest bidder at auction or by public tender to the person who, in the opinion of Council, makes the most acceptable tender.
5. Council is however able to dispose of property by other means, provided that it gives Statewide public notice (2 weeks) of the proposed disposition and invite submissions on the proposal.
6. Clause 30 of the Local Government Act (Functions and General) Regulation 1996, provides an exemption to Council from the application of section 3.58 of the Act if the land is being disposed of to a body, whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature.
7. This lease is clearly of a benevolent or charitable nature, and therefore, the proposed disposition of land is exempt from the provisions of section 3.58 of the Act

POLICY IMPLICATIONS

8. There are no Council policies in place relating to this item.

FINANCIAL IMPLICATIONS

9. All previous accounts for the old tenant of this lease area have been paid in full.
10. All leases will incur GST charges and all rental amounts are payable to Lotteries House.

Item 12.2.2 continued.

STRATEGIC IMPLICATIONS

11. This request complies with Council’s “Albany 2020 – Objectives & Council Activities”, which in part states as follows:

“Attraction & Development of a broad range of social, cultural and economic entities”

12. Council’s ongoing commitment to the Lotteries House building, will continue to see community-based organisations benefit from such a well-established and utilised operation

COMMENT/DISCUSSION

13. The Lotteries House Management Committee recommended and supported at its 30th April 2001 meeting, that a new lease agreement be entered into for the Great Southern Community Partnerships Incorporated.
14. In line with all the other Lotteries House Leases, it is proposed that this lease be for a term of 3 years with a 3 year option, with annual rental reviews. The total area of this lease is 120m².
15. The tenants will move into the building and the lease will commence on 1st May 2001, but the Management Committee have agreed to allow the tenant one months free rental up until 1st June 2001.

Item 12.2.2 continued.

RECOMMENDATION

THAT Council:

- a) endorse the Lotteries House Management Committee’s recommendation to enter into a new lease agreement with the Great Southern Community Partnerships Incorporated as from 1st May 2001;
- b) Agree to waive 1 months rental, with the first payment commencing from 1st June 2001;
- c) Set the term of the lease at 3 years with a 3 year option after that term;
- d) Agree to the rent reviews being conducted by the Lotteries House Management Committee annually on 30th June;
- e) Agree to the rental being set at \$11,650 per annum for the first year (subject to GST) with the payments being made in monthly instalments of \$970.84 (subject to GST);
- f) Agree to the Terms and Conditions of the standard Lotteries House Tenant agreements being extended to this new agreement;
- g) All costs associated with the preparation of the lease agreement be borne by the lessee; and
- h) The Common Seal be attached to the appropriate documentation.

Voting Requirement Simple Majority

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**MOVED COUNCILLOR EVERS
SECONDED COUNCILLOR BOJCUN**

THAT Council:

- i) endorse the Lotteries House Management Committee’s recommendation to enter into a new lease agreement with the Great Southern Community Partnerships Incorporated as from 1st May 2001;**
- ii) Agree to waive 1 months rental, with the first payment commencing from 1st June 2001;**
- iii) Set the term of the lease at 3 years with a 3 year option after that term;**
- iv) Agree to the rent reviews being conducted by the Lotteries House Management Committee annually on 30th June;**
- v) Agree to the rental being set at \$11,650 per annum for the first year (subject to GST) with the payments being made in monthly instalments of \$970.84 (subject to GST);**
- vi) Agree to the Terms and Conditions of the standard Lotteries House Tenant agreements being extended to this new agreement;**
- vii) All costs associated with the preparation of the lease agreement be borne by the lessee; and**
- viii) The Common Seal be attached to the appropriate documentation.**

CARRIED 15-0

12.3 LIBRARY SERVICES

Nil.

12.4 DAY CARE CENTRE

Nil.

12.5 TOWN HALL

Nil.

12.6 ALBANY LEISURE AND AQUATIC CENTRE

Nil.

Works & Services

REPORTS

WORKS & SERVICES REPORTS

- R E P O R T S -

13.1 WASTE MANAGEMENT

Nil

WORKS & SERVICES REPORTS

13.2 ASSET MANAGEMENT

13.2.1 Asset Management Strategy - Roads

File/Ward	:	SER 087 (All Wards)
Proposal/Issue	:	Asset Management Strategy - Roads
Subject Land/Locality	:	City of Albany
Proponent	:	N/A
Owner	:	N/A
Reporting Officer(s)	:	Executive Director Works & Services (C Meeking)
Disclosure of Interest	:	Nil
Previous Reference	:	Nil
Summary Recommendation:		That Council receive and adopt the Asset Management Strategy and road expenditure program.
Locality Plan	:	N/A

BACKGROUND

1. The objective of asset management is to meet a required level of service in the most cost-effective approach through the creation, acquisition, maintenance, operation, rehabilitation, and disposal of assets to provide for present and future customers.
2. A formal approach to the asset management is essential in order to provide services in the most cost-effective manner and to demonstrate this to our stakeholders and customers.
3. This Asset Management Strategy report outlines the process and principles used to provide direction to Council in the strategic planning for the upgrade, rehabilitation and routine maintenance of the overall road network.
4. The report therefore examines Council’s road asset in terms of its function, standard condition and Council’s capacity to monitor and upgrade the asset into the future.
5. Due to the varying quality of available data, a number of assumptions have been made on the lifecycle of the varying elements that constitute a road. These assumptions have been based on research undertaken by the Australian Road Research Board (ARRB), the Institute of Public Works Engineers, Austroads, and Main Roads. To further enhance the relationship of the expected life to Albany conditions, further investigation and analysis will be required over the next 2-3 years.

WORKS & SERVICES REPORTS

Item 13.2.1 continued.

6. The ongoing review of work and design practices will assist in extending the life of the road. Work practices are currently being documented for the construction and maintenance of the City's roads.
7. As it is unlikely that Council will ever be in the financial position to meet all of the desires of the community in regard to the construction and maintenance of roads, there is a need for Council to set standards, clearly identify and prioritise the most urgently needed works that will provide the greatest benefit to the community.
8. The strategy will identify the most cost-effective approach through the creation, acquisition, maintenance, rehabilitation and disposal of the City's road assets to cater for present and future customers.
9. A critical evaluation of past practices and activities have shown that they have not been as efficient and effective as strategic asset management requires.
10. The benefits of an Asset Management Strategy relate to increased accountability, service management, risk management and financial efficiency by:
 - demonstrating to customers that services are being delivered effectively and efficiently;
 - providing the basis for evaluating and balancing service levels with price and quality;
 - improving accountability through published performance and financial measures;
 - improving understanding of service requirements and options;
 - ensuring a holistic approach to asset management;
 - improving customer satisfaction;
 - assessing probability and consequences of asset failure;
 - improving decision-making based on costs and benefits of alternatives;
 - justifying expenditure programs and funding requirements;
 - recognition of all costs over the lifecycles of the asset;
11. The Asset Management Strategy is a tactical plan for managing the City's assets so as to cost-effectively achieve Council's strategic goals in the long term.
12. The Asset Management Strategy is linked to other organisational strategies, as shown below:
 - Customer Service Strategy
 - Human Resources Strategy
 - Financial Strategy
 - Marketing Strategy

WORKS & SERVICES REPORTS

Item 13.2.1 continued.

13. The Asset Management Strategy is inter-related through Expenditure Programs to Albany 2020 and the required service levels.
14. The Key Elements of an Asset Management Strategy are:
 - Taking a lifecycle approach
 - Developing cost effective management strategies for the long term
 - Providing a defined level of service and monitoring performance
 - Managing risks associated with asset failure
 - Sustainable use of resources
 - Continuous improvement in asset management practices
15. The proposed Asset Management Strategy is an advanced approach and seeks to optimise activities and programs to meet agreed service standards through informed decision making. Informed decision making is based on analysis of:
 - Asset condition surveys
 - Asset performance
 - Lifecycle costs
 - Risk costs
 - Treatment options
16. The approach means considering all management options and strategies as part of the asset lifecycle, from planning to disposal. The objective is to obtain the lowest long-term cost (rather than short-term savings) when making asset management decisions.
17. The following processes and evaluation techniques support effective lifecycle asset management:

Level of Service

The levels of service (standard) of a road can be broken into three main components:

- Function (road hierarchy)
- Cross section (pavement width and type)
- Condition

The proposed road hierarchy and associated standards have been developed to meet the current and future needs of the City of Albany.

18. The performance of the asset is closely aligned to the level of service provided to customers and generally this can be measured in terms of reliability, availability, capacity and meeting customer demands and needs.
19. Most road users are concerned with the roughness of the road. It is unusual levels of roughness which causes the road user to consider the damage to a vehicle or the cost of delays due to damage or repairs. These are recognised as Road User Costs.

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20. A road hierarchy classifies the function of the individual roads within the network and clearly distinguishes between distributor and local streets in both urban and rural communities. The hierarchy establishes efficient transport corridors, convenient internal and external access for residents, maximises safety and encourages walking, cycling and riding, supports public transport patronage, and minimises the impact of through traffic. The road hierarchy provides a framework for the community.

Standards have been developed from a combination of the following guidelines:

- Austroads '94
- Institute of Municipal Engineers Association – Subdivisional Development Guidelines
- Ministry of Planning – Guide to Livable Neighbourhoods
- Main Roads – Roads 2020

21. The classification of roads provides a clear recognition of the expected function of the roads and assists in the identification of road design, construction and maintenance standards and adjacent land use.

Knowledge of Existing Assets (Inventory, Condition & Utilisation of Assets)

22. Historically, most asset monitoring has been subjective, using gut feel and local knowledge. Systems (measurement and record based) are being implemented to allow objective assessments of asset condition, performance and deterioration with time.

23. The benefits of knowing the current condition and performance level of an asset are:

- ability to plan for and manage the delivery of the required level of service
- avoidance of premature asset failure, leaving open the option of cost-effective renovation
- manage risks associated with asset failures
- the accurate prediction of future expenditure requirements
- the refinement of maintenance and rehabilitation strategies

24. The City of Albany has an extensive local road network and it is important that as asset manager, we have a database (inventory) of all our roads that details the existing:

- width
- length
- road hierarchy
- type (cross section)
- location
- condition and age of key components

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- formation
 - pavement
 - sealed surface
 - kerbing
 - footpath/dual use path
 - side drainage
 - maintenance programs
 - data of rehabilitation treatments
 - traffic volumes
 - Average Annual Daily Traffic (AADT)
 - Equivalent Traffic Volume
 - Equivalent Standard Axle
 - traffic speeds
 - accident data
25. Before seeking target levels of service, it is important to access the current levels of service provided by the existing road network.
26. Determining current levels of service also enables the gap between levels of service currently being provided, and levels of service required by customers, to be quantified, and strategies devised to close these gaps.
27. It is critical that the City of Albany has a clear knowledge of the condition of its assets and how they are performing. All management decision regarding maintenance, rehabilitation and renewal revolve around these two aspects.
28. By conducting regular condition and performance monitoring exercises, maintenance strategies and/or rehabilitation strategies can be updated and refined, and ultimate replacement programs can be determined more accurately. If failure is imminent there will at least be time to look at options other than replacement, or in the event of failure, be able to manage that failure and reduce some of the consequences.
29. Where formalised condition assessment of the assets have not been undertaken, expenditure patterns have been based on knowledge of the age of the asset and assessment of the life expectancy of the asset type.
30. Condition assessment indicates the useful remaining life of an asset and therefore it is critical to future expenditure programs.
31. The remaining life will take account of local condition, staff knowledge, historical construction, maintenance, and operating practices, and traffic volumes. Formal condition assessment techniques will be developed with priority given to critical assets to give repeatable and objective assessments.
32. The serviceability of a pavement can be assessed by the roughness and the seal by the percentage of cracking, surface distress and loss of aggregate.

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33. The condition and age of the individual components enable prediction of where the asset is in its lifecycle, and rehabilitation and/or replacements can be costed and programmed.

34. The following surveys, data and information has or is being collected:

35. Roads

All road have been imported into an asset register and converted to a digital mapping format (GIS). Street names, classification, and length have been documented.

The following Condition Assessments have, or are being, collected and recorded into ROMAN. The roads are broken in sections:

- road cross section (width)
- type (unconstructed, constructed, unformed, formed, sealed)
- pavement (type, year, treatments, rutting, depth)
- seal (type, year, roughness, treatments, cracking, skid resistance)
- drainage (type)

The following data is systematically being collected to evaluate utilisation of the road:

- traffic volumes – Ave Annual Daily Traffic (AADT)
- classification of vehicles (ETV) and ratings given to various classes based on damage/costs to gravel pavements.
- vehicle speeds
- grading history
- accident data

36. Pathways

All pathways (footpaths & dual use paths) have been included in an asset register and converted to GIS, with the exception of pathways in reserves.

The type, width, year of construction, and condition of all pathways have been recorded.

37. Kerbs

All kerbs have been placed in an asset register converted to GIS. The type, year of construction, and condition of all kerbing has been recorded.

38. Streetlighting

All streetlights have been documented and placed in an asset register:

- Western Power
- Council Owned (York Street and Flinders Parade)

The location and wattage of all streetlights have been recorded. A streetlighting strategy will be forwarded to Council in a future report.

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Financial Management

39. Financial management of the road network requires the recognition of all costs associated with asset ownership, including creation/acquisition, operations, maintenance, rehabilitation, replacement, depreciation and disposal. This lifecycle approach to accounting for assets needs to be recorded at an individual asset level so all the costs of owning and operating assets are known and understood. This data can be used to determine the future liabilities of the organisation relating to asset rehabilitation or replacement.
40. In dealing with the economics of asset ownership, lifecycle cost reduction opportunities must be understood clearly and evaluated. Roads typically go through five major stages in their life that provide cost reduction opportunities: planning, design, construction/acquisition, operations/maintenance/rehabilitation, and disposal/replacement.
41. The opportunities for lifecycle cost reduction are typically greatest in the planning stage. Diminishing opportunities exist for lifecycle cost reduction in the design stage and during construction. By the time the asset moves into the operations/maintenance stage, almost all of the factors affecting lifecycle costs have been decided. However, cost reduction opportunities relating to rehabilitation and disposal should not be underestimated.
42. Emphasis should be placed on an economic analysis of lifecycle costs to include optimised maintenance and rehabilitation/replacement options. This does not mean that cost reduction opportunities should be ignored in the operations stage because the way an asset is operated and maintained may affect its final disposal cost or salvage value.
43. Financial management of the road network details the true annual cost of owning and operating the road assets through financial modelling.
44. The financial model of the road assets is a powerful management tool, as in addition to providing information on the current status of the road network, it is also possible to predict the future status of the road network making allowances for budgetary considerations and capital upgrade programs.
45. To ascertain the status of the road network, the following data was collected and analysed:
 - extent of asset base
 - lifecycles
 - unit replacement costs
 - condition of asset
46. The difficulties associated with accounting for road assets relate largely to measurement (valuation), and reporting changes in service potential (resulting from depreciation, rehabilitation and capital upgrades).

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47. Valuation and accounting treatment will be focussed on provision of service and its quality. The emphasis is how well the assets are managed and maintained for service. The long life of road assets necessitates the development of the Asset Management Strategy, and details the initial capital cost of creation and the ongoing costs of operations, maintenance, rehabilitation and deterioration, and finally replacement and disposal costs.
48. All expenditure on roads can be deemed to fall into one of the five categories shown in the following table:

Expenditure Type	Description
Operational	Activities which have no effect on asset condition but are necessary to keep the asset utilised appropriately (ie power costs, overhead costs, etc).
Maintenance	The ongoing day-to-day work required to keep assets operating at required service levels, ie repairs and minor replacements.
Rehabilitation	Significant work that restores or replaces an existing asset towards its original size, condition or capacity.
Capital Upgrade/ Creation/Replacement	Works to create a new asset, or to upgrade or improve an existing asset beyond its original capacity or performance, in response to changes in usage, customer expectations or anticipated future need.
Disposal	Any costs associated with the disposal of an asset, eg road closures.

49. The Asset Management Strategy report provides an understanding of the capital rehabilitation and replacement funding requirement of Council’s road assets, level of maintenance expenditure and capital upgrade requirements.
50. How rehabilitation, capital upgrade, and replacement expenditure can be funded will be forwarded to Council as part of the 2001/02 Budget deliberations.
51. With the development of an Asset Management Strategy (computer software which is currently being investigated with the IT upgrade), the asset management scenarios for each asset will be reviewed and reassessed to enable the replacement and rehabilitation programs to be further refined and smoothed out over a period of time.
52. The development of appropriate asset management systems will provide relevant information to support the assessment of useful life.

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53. It is difficult to determine the useful life of some assets where the asset is replaced when the level of deterioration renders the asset unserviceable. The useful life must be estimated based on the period of time over which the road is expected to be used.
54. Many factors, other than condition, may contribute to the decline in useful life of roads. These factors would include:
- Traffic-dependent factors such as traffic volume and percentage of heavy vehicles;
 - Environmental factors such as climatic conditions and geological conditions;
 - Growth factors may determine that the current asset needs to be replaced because it no longer has the capacity to fulfill the expected needs.
55. In contrast, proper and regular maintenance programs could extend useful life.
56. Residual life is the remaining useful life of the road at a nominated time. Residual life will be affected by the assessment of asset condition. Roads that have been maintained in good condition will have greater residual lives than those which have not.
57. Following the initial recognition of roads and an assessment of their total useful life, it is necessary to reassess the remaining life on a regular basis.
58. During the life of an asset, it may become apparent that the estimate of the asset's useful life is inappropriate. In such cases the useful life, and therefore the depreciation rate, is adjusted for the current and future periods.
59. Unit Costs have been calculated and will be reviewed annually and be continually refined.

Operations and Maintenance

60. Maintenance can be defined as:

“All actions necessary for retaining an asset as near as practicable to its original condition, but excluding rehabilitation or renewal.”

61. This ensures that the rate of consumption of the asset is managed. It does not increase the service potential or life of the asset.
62. There are two categories of maintenance:
- i) planned
 - ii) unplanned

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63. Planned Maintenance for roads consists of:

- Grading unsealed roads
- Clearing rural road side drains
- Grading road shoulders
- Crack sealing
- Road patrols

64. Unplanned Maintenance for roads consists of:

- Corrective maintenance
- Flood damage
- Wind damage
- Storm damage

65. Maintenance functions relate to the day-to-day running and upkeep of assets and are particularly relevant to short-lived dynamic assets where deterioration through lack of regular maintenance may result in rapid failure.

66. Road seals require regular maintenance to ensure water does not penetrate the pavement and cause the road to fail. Maintenance activities include patching and crack sealing.

67. The operational maintenance activities directly affect the levels of service that the assets provide. The effective optimisation of these activities therefore requires clear definition of required levels of service relevant to the asset.

68. Grading of gravel pavements enables the road to function for the safe movement of vehicles by removing the potholes and corrugations. The frequency of grading needs to be proportional to the roads function. The benefits of grading is dependent on the condition (depth of gravel) of the pavement, its shape, drainage capabilities and the weather.

69. Recurrent maintenance expenditure is a significant proportion of the total lifecycle cost for dynamic assets. The day-to-day efficiencies with which these activities are carried out are critical in lowering their overall lifecycle costs.

70. Maintenance teams recently attended and passed an Earthworks Industry Accreditation workshop. From the information gained, work procedures have been developed and are currently being documented for the maintenance of gravel road pavements and side drains.

71. Maintenance standards (grading) have been developed from analysis of documented grading programs of previous years, and improved operational procedures. It should be noted that until the road network is constructed to its required standard, grading on some roads would have minimal benefit. Another parameter that effects gravel roads is the weather conditions. If it is too wet, it results in slush and potholes, if it is too dry, it results in corrugations.

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Optimised Lifecycle Strategy

72. Lifecycle asset management means considering all management options and strategies as part of the asset lifecycle, from planning to disposal/replacement.

73. Roads consist of a number of components with different useful life cycles that come together to form the whole road. For example, a typical rural sealed road would be made up from the following components:

Formation: The earthworks (cuts and fills upon the natural ground) upon which a better quality pavement material can be placed to carry the applied loads of traffic. The formation, once put into place does not generally deteriorate, and would have an expected life of 150 years.

Pavement: This is the stronger gravel or quarry product material that is placed immediately below the sealed surface and transmits the traffic load to the underlying soil. This material does break down with time and will need to be replaced or rejuvenated at certain intervals. The expected life for a sealed pavement is within the range of 30-80 years.

Seal Surface: The bituminous seal surface that is seen and thought by many to be the road is initially constituted of a thin layer of say 1.5 – 2.5 mm in thickness of bitumen with a coating of stone (aggregate) rolled into it. This component of the road is vital to the overall asset life of the road. If water enters the pavement material, it causes rapid deterioration. Typically, a seal will last in good condition for 10-18 years and will then require another seal to be placed over it. Other more robust sealed surfaces such as asphalt are also present within the City.

74. In examining the ongoing capital or replacement cost of the road assets, it is essential to analyse the sub asset components of the road separately because of their different behaviour patterns with time.

75. Different costs occur in each phase of an asset's life. Too often in the past, focus has only been on the initial costs, ie, the costs of creation and acquisition, and long-term operational costs have been overlooked.

76. Recurrent expenditure for the operations and maintenance of roads represents a significant proportion of the total lifecycle costs.

77. It is important to be able to attribute the costs to each phase in roads lifecycle so that the total lifecycle costs can be established to enable better management decision-making.

78. The lifecycle and performance of the key components within the road network have been developed based on research from the Institute of Municipal Engineers, Australian Road Research Board, Austroads, and other municipalities.

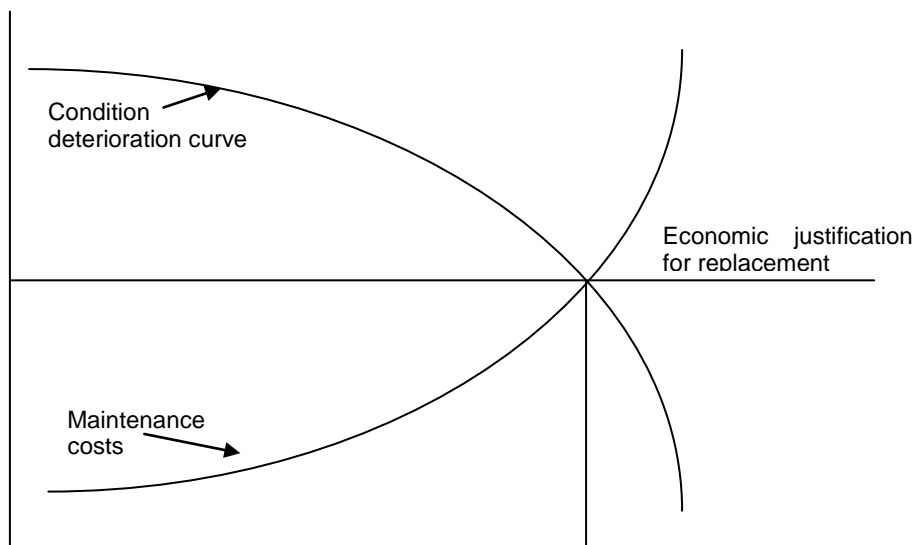
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79. Unit costs have been calculated from analysis of current and previous years for both day labour and contractors. Further analysis needs to be undertaken in this area and reviewed annually.

80. This enables maintenance, rehabilitation or replacement of the asset to be programmed prior to its failure. Individual assessment is required as the actual life and performance of the asset will depend upon many factors, including:

- Design standard of the original asset
- Level of maintenance undertaken over the life of the asset
- Degree of intervention with required periodic maintenance
- Condition of other assets that may impact upon the asset under consideration
- Geology of the ground under the road
- Weather conditions
- Traffic volumes
- Maintenance cost: changes in maintenance costs over time need to be assessed to allow a comparison of treatment options. The figure below provides an example of how maintenance levels, and hence, costs tend to increase as condition deteriorates through an assets lifecycle.



81. The Asset Management Strategy report will examine and provide an understanding of the capital rehabilitation and replacement funding requirement of Council's road assets, level of maintenance expenditure and capital upgrade requirements.

Asset Creation/Acquisition – Capital Upgrade

82. Asset creation means the provision of, or improvement to, an asset where there are expected benefits to the community. The main reasons for creating an asset are to satisfy or improve a level of service or provide for new demands from customers.

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83. It is important that the desire to minimise capital cost does not result in the development of an inappropriate asset.
84. A value management approach has been adopted to produce solutions creatively and economically by:
- Identifying unnecessary expenditure
 - Generating alternative ideas
 - Promoting innovation
 - Optimising resources by packaging appropriate scale of works, saving time, money and energy, and encourages competition
 - Simplifying methods and procedures
 - Updating standards, criteria and objectives
85. Asset creation/acquisition strategies provide a significant opportunity to influence lifecycle costs. However, the best project design and construction management will be ineffective if creating the asset in the first place is unnecessary.
86. Standards have been developed to align with the road hierarchy and its function. This ensures safety, amenity, access and transport needs are catered for.
87. The existing standard of the road network has been defined through inventory and condition surveys. Therefore the gap between existing and required service levels has been quantified.

Future Demand

88. Factors that influence the future demand on our roads are:
- Popular growth
 - Modes of transport
 - Alternative transport
 - Location of commercial areas
 - New industries/freight routes
89. The Ministry for Planning with Main Roads (Albany) and the City of Albany have engaged consultants to undertake “Traffic Modelling” for three time scenarios, 2006, 2116, and “built out” to predict demand on the future road network. “Built out” means that all zones are developed to their full potential.
90. A number of future road networks will be developed, each addressing a particular scenario of land use for the model year to determine the preferred road network.
91. A road hierarchy that caters for the future demand and based on the preferred road network will be developed. In addition to the roads function, an assessment of the projected volumes will determine the appropriate cross sections for the anticipated traffic flows.

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92. The development and timing priorities of new major links would be determined through an assessment of the projected traffic volumes for each time scenario and the urgency of the links.
93. The future road hierarchy will be developed recognising key items relevant to the City of Albany and surrounding region, including the following issues:
 - The State Planning Strategy has identified a number of key transport initiatives in the Albany area, and these initiatives need to be carefully considered during the current investigation.
 - The Albany Port is a key element regarding the prosperity of the Albany region, and access to the port is of primary importance for industry, including grain production/storage/shipping and also wood chipping.
 - Provision of circular routes around the central city area.
 - Consideration of general traffic, freight, and tourist traffic growth.
94. The future hierarchy will detail the road reserve widths to cater for future freight and transport corridors and required land resumptions.

Expenditure Programs

95. Asset management projects can be classified as maintenance, rehabilitation, and upgrade.
96. The objective in preparing long-term expenditure programs is to outline the future financial requirements based on all information relating to asset creation, maintenance, capital upgrade, rehabilitation and disposal.
97. Typical preservation projects include:
 - Resealing existing sealed roads
 - Gravel re-sheeting of existing constructed roads
 - Reconstructing or stabilising failed pavement
98. Typical road upgrade projects include:
 - Widening existing road
 - Improving safety of roads by altering intersections or
 - Horizontal and vertical re-alignment
 - Sealing unsealed roads
 - Constructing a gravel pavement
 - Forming a road
99. Expenditure programs are one of the key outputs of an asset management strategy, and should be:
 - operational, maintenance, capital upgrade and development costs;
 - forecasting for a significant period (15 years minimum);
 - a financial outcome of the Asset Management Strategy based on unit costs;

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- recorded in present day costs, with no provision made for inflation;
- renewed and updated annually;
- related to recorded key assumptions and confidence levels;
- a forecast of future depreciation and loss of service potential;
- prioritise asset upgrade and creation projects;

100. It is useful to comment on the reliability of the data used as a basis for forecasting the expenditure programs. If the asset register is incomplete or lacks key information about the age or condition of assets, a lower grade of confidence will be assigned than if accurate, quality data and information are available. Aspects to be considered in assessing data confidence include:

- asset (age/type/location) data
- condition grading
- performance data
- demand forecasts

101. The confidence level of the current financial analysis of the road network is 85%. It is envisaged this will be as high as 95% with additional condition data of the road network and financial modelling during 2001/02.

Priority Criteria

102. To prioritise the expenditure program, weighted criteria is required to assess every road upgrade project.

103. The criteria and subsequent weighing should be based on asset management principles and benefit to the community.

STATUTORY REQUIREMENTS

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

POLICY IMPLICATIONS

105. The adoption of the Asset Management Strategy – Roads will provide strategic guidelines for the development and implementation of expenditure programs.

FINANCIAL IMPLICATIONS

106. An objective of the Asset Management Strategy is to match the level of service (road hierarchy, pavement width and depth) provided by the asset (road) with the needs of the community. The strategy will enable the relationship between levels of service and costs of service to be determined.

107. The asset management projects are classified in three categories:

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Maintenance of Road Network	
Existing Hierarchy	\$9.220m
Budget 2000/01	\$7.310m
Proposed Hierarchy	\$8.140m
Rehabilitation (condition upgrade)	
Bituminous seals	\$1.290m
Asphalt	\$1.410m
Resheeting	<u>\$1.650m</u>
Subtotal	<u>\$4.350m</u>
Capital Upgrades (the GAP)	
Road Surfacing	\$10.320m
Cross Section	<u>\$8.810m</u>
Subtotal	<u>\$19.130m</u>

STRATEGIC IMPLICATIONS

108. Albany 2020 – Charting Our Course includes the following Ports of Call:

- **Transport systems and services designed to meet current future needs**
The quality and range of our transport systems are important factors in the present and future well-being of our community. Roads, paths, maritime and aviation facilities improve our working, social and recreational lives, and a sensible, well-planned transport system is also a key ingredient in the development of our economic future. The City has established the following major objectives to ensure this Port of Call is realised;
- **Transport infrastructure planning**
To plan Albany’s transport infrastructure to meet future needs complementary to the City’s form and sense of place.
- **Management of transport infrastructure and services**
To effectively and efficiently manage the City’s transport infrastructure
 - to provide a high quality service;
 - to meet community expectations;
 - to minimise whole life costs; and
 - in alignment with transport plans.

109. The Asset Management Strategy links the objectives of Albany 2020 to cost-effective expenditure programs

COMMENT/DISCUSSION

110. Road Hierarchy

It is considered that the City of Albany’s road network needs to be classified into urban and rural due to the significant difference in function and standard.

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111. Urban Classifications

Primary Distributor – Urban (UI)

Primary distributor roads are used for carrying long distance traffic across the urban area, and may connect to the national highway network. Traffic volumes are high, usually in excess of 15,000 vehicles per day. These roads are designed to arterial road standard with access control and are the responsibility of Main Roads WA.

112. District Distributor A – Urban (U2)

District Distributor A roads serve the dual function of carrying traffic effectively between suburbs and providing development frontage for adjoining properties. These roads suit tertiary education, civic, large-scale commercial and with service roads suitable for residential and home based businesses. Often designated as bus routes.

113. District Distributor A roads are designed to cater for over 7000 vehicles per day. Cross section is shown in Bulletin Item 1.3.1.

114. District Distributor B – Urban (U3)

District Distributor B roads serve the dual function of carrying traffic effectively between suburbs, providing development frontage for adjoining properties. These roads suit pedestrian-based retail streets, centres and limited access to residential and commercial properties. Often designated as bus routes.

115. District Distributor B roads are designed to cater for traffic volumes between 3000-7000 vehicles per day. Cross section is shown in Bulletin Item 1.3.1.

116. Local Distributor – Urban (U4)

Local Distributor Roads link neighbourhoods and have pre-dominantly residential frontage. Care is required to ensure that local distributor roads do not become short cuts between district distributors. They should not attract substantial long distance through-traffic, but provide safe and convenient local travel to and from arterial routes, usually at controlled intersections. They spread local traffic loads and reduce intersection loadings, act as bus routes and support the viability of neighbourhood centres. Neighbourhood centres are typically located on them.

117. Local Distributor roads are designed to cater for traffic volumes between 1000-3000 vehicles per day. Cross section is shown in Bulletin Item 1.3.1.

118. Access Streets – Urban

Access Streets are the most common street in the road network. They provide access to individual dwellings and are the link between dwellings and the local distributor roads. The environment of the abutting land use dominates traffic speed, and volumes are low. Pedestrian and cycle movements are facilitated by the streetscape. Vehicle speeds should be controlled by street length, on-street parking intensity, and variation in width and alignment of the road.

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Access A – U5	300-1000 vehicles per day. Cross-section in Bulletin Item 1.3.1.
Access B – U6	100-300 vehicles per day. Cross-section in Bulletin Item 1.3.1.
Access C – U7	<100 vehicles per day. Cross-section in Bulletin Item 1.3.1.

119. Primary Distributor – Rural (R1)

Primary Distributor rural roads are major roads linking significant towns and destinations, and are the responsibility of Main Roads WA.

120. Indicative traffic volumes of 200 vehicles per day with a recommended operating speed of 110kph (generally). Primary Distributor Rural Roads are a major through route of heavy vehicles.

121. Regional Distributor Roads (R2)

Regional Distributor roads are regionally significant roads and link significant destinations and provide efficient movement of goods and people. Regional Distributors have a high percentage (greater than 10%) of heavy vehicles and degree of connectivity to Primary and local distributors. Indicative traffic volumes of greater than 100 vehicles per day with an operating speed of up to 110kph. Cross section is shown in Bulletin Item 1.3.1.

122. Local Distributor Road – Rural (R3)

Local Distributor roads provide for the movement of trucks, machinery and tourists. They have a degree of connectivity to other local distributor and rural access roads and are capable of seasonal truck and tourist traffic.

123. Indicative traffic volumes of greater than 75 vehicles per day with an operating speed generally less than 90kph due to road geometry. Cross section is shown in Bulletin Item 1.3.1.

124. Access Roads – Rural

A rural access road's major function is access to individual properties. Rural access roads have slow operational speeds limited due to road geometry, surface or condition.

Rural Access A (R4)

- 30-75 vehicles per day
- Constructed road – 100mm gravel

Cross section is shown in Bulletin Item 1.3.1

Rural Access B (R5)

- 15-30 vehicles per day
- Formed cross section

Cross section is shown in Bulletin Item 1.3.1

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Rural Access C (R6)

- Less than 15 vehicles per day
- Unformed road only

Cross section is shown in Bulletin Item 1.3.1

125. Asset Condition

The condition assessment model shown below is the approach being taken to assess the condition of the City’s road assets:

- Formation
- Pavement (unsealed)
- Bituminous seals
- Asphaltic seals

126. This approach is a consistent approach with ROMAN and good asset management practices.

Rank	Description of Condition
1	Very Good Condition Only normal maintenance required.
2	Good Condition Minor maintenance required (5%).
3	Fair Condition Maintenance required to return to accepted level of service. Significant maintenance required (10-20%).
4	Poor Condition Requires Rehabilitation. Significant renewal/upgrade required (20-40%).
5	Very Poor Condition Asset Unserviceable. Over 50% of asset requires replacement.

127. Analysis of the existing condition of the asphalt roads within the road network identified:

- 94% Good/Very Good
- 5% Fair
- 1% Poor/Very Poor

128. Sealed Roads

- 41% Good/Very Good
- 38% Fair
- 21% Poor/Very Poor

129. The condition assessment of the City’s kerbs and footpaths due to their passive nature was on the following basis:

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Rank	Description of Condition
1	Good Condition Only minor maintenance required.
3	Fair Condition Significant maintenance required (10-20% of section length).
4	Poor Condition Requires Replacement.

130. Footpath

23% Good
59% Fair
18% Poor

131. Kerb

% Good
% Fair
% Poor

132. Unsealed Roads

To develop an undertaking of the gravel pavement, a survey on the depth of gravel has been undertaken on the City's unsealed roads. The road pavement will be rated as follows:

Rank	Description of Condition
1	Very Good Condition 80mm – 100mm depth of gravel.
2	Good Condition 60mm – 80mm depth of gravel.
3	Fair Condition 40mm – 60mm depth of gravel.
4	Poor Condition 20mm – 40mm depth of gravel.
5	Very Poor Condition <20mm depth of gravel.

133. Unsealed Roads Condition – Pavement

27% Very Good 230km
18% Good 150km
18% Fair 155km
12% Poor 103km
25% Very Poor 216km

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134. Road cross section provides information on the ability of the road to shed stormwater. A flat formation will cause severe pot holing as water lays on the road surface and soaks into the formation. Grading is required to enable the stormwater to flow off the pavement into side drains.

135. Side drains are essential to move the stormwater within the road reserve, without causing erosion to the roads pavement/formation, to designated outfall drains and cut off drains.

136. Unsealed Road Condition – Shape/Dust

8%	Good
90%	Fair
2%	Poor

137. As asset managers, we need to be able to monitor the performance of the City’s assets in order to assess the effectiveness of the expenditure programs (operational, maintenance, rehabilitation, capital upgrade, and replacement).

138. The measurement of the performance provides:

- Identification of areas for improvement.
- Assistance in strategic decision-making through definition of remaining life based on the measure being assessed.
- Accountability to customers.
- Measurement of actual against desired level of service.
- Comparisons between different organisations.
- Assessment of the effectiveness of maintenance standards and programs.

139. Priority Criteria

To evaluate the upgrade expenditure program (gap between existing and required standard – \$19.13m), the following priority criteria has been developed following briefing sessions with Council (refer Bulletin Item 1.3.1):

Priority Criteria	Weighting Factor
Equivalent Traffic Volumes	- 3.9
Strategic Significance	- 2.3
Safety	- 1.5
Standard of Road	- <u>2.3</u>
Total	<u>10.0</u>

140. Equivalent Traffic Volumes (3.9 Weighting Factor)

Traffic is measured in three categories

- Annual Average Daily Traffic (AADT) measures the number of vehicles per day and is used to classify road standards.
- Equivalent Standard Axles (ESA) measures the number of axles and therefore loading on the road pavement, and is used for the design of pavement depth.

WORKS & SERVICES REPORTS

Item 13.2.1 continued

- Equivalent Traffic Volumes (ETV) has an equivalence factor based on the damage the various vehicles have on the road pavement. ETV are used to assist in the prioritising of projects as it has a direct link to level of service (Refer Bulletin Item 1.3.1)

141. To calculate ETV requires two traffic classifier counts, and each count needs to be for a minimum period of seven days. Due to the size of the City's road network, not all the roads have classified traffic counts.

$$\text{ETV} = (\text{Peak ETV} + \text{Non-Peak ETV}) / 2$$

Strategic significance (2.3 weighting factor)

Strategic Significance has 6 major components as follows:

Travel Time	15%
Tourism	15%
Economic Activity	15%
Inter Community Access	15%
Alternative Transport	25%
Emergency Access	15%

142. Where classified counts for minor roads are not available, ETV will be determined on the following basis:

Urban abutting properties	7.5 vehicles per day
Rural abutting properties	5.0 vehicles per day

(Refer Bulletin Item 1.3.1 for assessment form)

143. Travel Time (15% of Strategic Significance)

A reduction in travel time can benefit to the freight transport industry by:

- Reduced transport freight rates, leading to reliant industries being more competitive.
- Reduced commodity prices for the consumer.
- Quicker deliveries.
- Less damage to freighted goods.
- In assessing the impact of a road proposal on road freight transport, the importance of the route needs to be considered. This includes:
 - quantity of freight movement on the route;
 - whether alternative routes exist for the freight transport;
 - type of freight vehicles allowed to use the route (eg road trains, B-doubles).

144. Issue for Consideration

- By-passes
- Realignments
- Passing Lanes

WORKS & SERVICES REPORTS

Item 13.2.1 continued

- Improvements to substandard curves
- Improvement to vertical alignment
- Sealing an existing unsealed road

(Refer Bulletin Item 1.3.1 for assessment form)

145. Tourism (15% of Strategic Significance)

Road proposals contribute to tourism by:

- Providing access to areas of tourist attraction;
- Linking tourist attraction areas with centres that service tourists;
- Providing improved access between nearby tourist attractions;
- Reducing travel costs to tourists;
- Reducing the cost of services to tourists.

(Refer to Bulletin Item 1.3.1 for assessment form)

146. Economic Activity (15% of Strategic Significance)

Seeks to measure direct impact proposed works will have on existing or proposed commercial and industrial activities. Main factors that may affect the local business community are:

- Accessibility
- Exposure
- Displacement of business

(Refer to Bulletin Item 1.3.1 for assessment form)

147. Inter Community Access (15% of Strategic Significance)

Addresses the need to provide communities with good road access to other communities and/or Regional & Cultural facilities, either directly or by connecting to the major road network.

Issues to be considered in determining the score:

- Size of the community and nature of the facility;
- Availability and length of alternative access
- Does road proposal improve connectivity between communities by reducing travel time or improving the reliability of travel between the communities?
- Does the road provide access to desired locations and facilities?

(Refer to Bulletin Item 1.3.1 for assessment form)

148. Alternative Transport (25% of Strategic Significance)

Addresses the level of impact the proposal will have on alternative transport, including:

- Bus routes
- Pedestrian facilities
- Cyclist facilities

(Refer to Bulletin Item 1.3.1 for assessment form)

WORKS & SERVICES REPORTS

Item 13.2.1 continued.

149. Emergency Access (15% of Strategic Significance)

Measures the level of impact the proposal will have on emergency service vehicles (ambulance, fire, police, etc) accessing facilities such as hospitals, airports, etc. Consideration must be given to the frequency of use by emergency vehicles.

(Refer to Bulletin Item 1.3.1 for assessment form)

150. Safety (1.5 Weighting Factor)

This factor is designed to measure the improvements the proposed works will contribute to improving road safety to the existing road structure.

A major feature of all road design and construction works is safety. All designs undergo a safety audit to ensure the proposal is not detrimental to road safety.

Road proposals enhance safety by:

- Reducing the number of accidents
- Improving sight distance
- Intersection control
- Channelisation of vehicles
- Improving pedestrian/cyclist facilities

151. Standard of Roads (2.3 Weighting Factor)

Standard of roads has four major components as follows:

Gap to required standard	35%
Maintenance costs	25%
Road condition	30%
Amenity	10%

152. Gap to Required Standard (35% of standard of roads)

The standard of a road refers to whether a road is:

- formed
- unformed
- constructed
- sealed

The standard and width of a road has a significant contribution to the overall level of services offered by a road.

(Refer to Bulletin Item 1.3.1 for assessment form)

153. Maintenance Costs (25% of standard of road)

This factor is influenced by the effectiveness of the maintenance effort required for community satisfaction.

(Refer to Bulletin Item 1.3.1 for assessment form)

WORKS & SERVICES REPORTS

Item 13.2.1 continued.

154. Road condition (30% of standard of roads)

This factor takes into consideration that works undertaken on a road that is in poor or very poor condition has greater benefits than works on roads in good condition.

(Refer to Bulletin Item 1.3.1 for assessment form)

155. Amenity (10% of standard of roads)

This factor takes into consideration of abutting land owners and the effect to their properties and overall amenity of the area. Significant factors include:

- satisfaction of abutting residents
- dust
- noise
- surface and ground water
- all weather access

(Refer to Bulletin Item 1.3.1 for assessment form)

The expenditure programs based on the priority criteria for capital upgrades will be forwarded prior to the Council meeting.

156. Maintenance Standards

The objective of establishing a maintenance frequency is to preserve the inherent levels of reliability and safety of an item, at minimum cost.

157. The process involves setting an initial interval and progressively refining the interval based on maintenance and performance data collected over time.

The initial program is based on:

- Evaluating historical grading frequencies (previous fifteen years)
- Analysis of output, ie KMs per day per grader
- Assumption road network is upgraded to required standard
- Improved maintenance procedures
- Road hierarchy – function and utilisation of road
- Analysis of works requests
- The number of graders remaining the same
- All failures (potholes, corrugations) can not be prevented or predicted in gravel pavements

158. The reliability characteristics of the road are potentially the most significant criteria for determining planned maintenance, since they form the basis for determining whether planned maintenance is potentially effective. If the road is not constructed to its required standard, planned maintenance cannot be effective. Additional frequencies of grading should not be included in the planned maintenance program as the benefits are very short term, however costs are significantly higher.

WORKS & SERVICES REPORTS

Item 13.2.1 continued

159. The second major criteria for determining planned maintenance requirements are the effects of failure of an item of safety, environment, function, costs and damage to vehicles. If the failure of an item does affect safety, environment, function and/or cost, but no effective maintenance grading can be performed to prevent or delay potholing and corrugation, additional frequency of grading in the planned maintenance program serves no useful purpose. Under these circumstances, the answer does not lie with maintenance, but in the standard of the road. The road would require a capital upgrade.

Proposed Grading Program:

ROAD HIERARCHY	DESCRIPTION	PROPOSED FREQUENCY (pa)	EXISTING FREQUENCY (pa)
Local Access A (R4)	Constructed 30-75 vpd	6	4
Local Access B	Formed 15-30 vpd	5	7
Local Access C	Unformed (<15 vpd)	2	6

160. The preservation / rehabilitation program is based on condition of pavement / sealed surface and theoretical life cycle of the asset. The finance model for the ongoing maintenance of the road network has been based on the following assumptions.

The listing was derived from the archival data from the Institute of Public Works Engineers and refined taking into account the City's maintenance program.

COMPONENT	USEFUL LIFE	DEPRECIATION
Formation	60 years	1.67%
Formation (under pavement)	-*	0%
Pavement (unsealed)	8 years	12.5%
Pavement (sealed)	120 years **	0.83%
Asphaltic Seals (>3000 vpd)	15 years	6.67%
(<3000 vpd)	30 years	3.33%
Bituminous Seals	15 years	6.67%
Kerbs	60 years ***	0.60%
Footpaths	50 years	2.00%

* Road formations under a road pavement do not require replacing except if the road is to be upgraded or widened.

** Based on 60 year design life

*** Based on mountable kerbs being constructed as specified

161. Further analysis of depreciation curves for Albany conditions will be undertaken with the installation of a computerised asset management information system.

WORKS & SERVICES REPORTS

Item 13.2.1 continued.

162. An asset management information system is a combination of processes, data and software applied to provide the essential outputs for effective asset management such as reduced risk and optimum infrastructure expenditure.
163. Significant quantities of data has and is being collected on the condition of the existing road network. The collected data is stored and used for a variety of asset management functions and analysis.
164. The high volume of detailed information, and the need for connectivity with other corporate information databases, requires a computer-based asset management information system. The power of an asset management information system enables a comprehensive and cost-effective approach to asset identification, analysis and management. This enables complex analysis and reporting functions to be performed.
165. Asset management systems using software are an essential tool for the management of infrastructure assets in order to effectively deal with:
- increasing size and complexity of road networks and their operations
 - need for better planning and control to promote improved asset performance
 - need for increased efficiencies in operations and maintenance
 - assessment of upgrade treatment options and optimisation of upgrade program
 - greater understanding of risk exposure
 - greater interest in safety performance justification for capital asset erection
 - data required for sophisticated deterioration modelling and strategic financial planning functions
166. Asset Management Information Systems are being assessed and will be integrated in the organisations computer network.
167. Options for reducing future costs to be considered include:
- Reduce the number of assets (road closures)
 - Rehabilitate rather than replace
 - Reduce the level of service (e.g. reliability – accept more failures)
 - Extend the residual life by better operations and maintenance (where cost-effective)
 - Use new technology to reduce recurrent expenditure.
168. As previously mentioned in this report, the financing of expenditure programs is to be considered at budget deliberations.
169. The first step in the budget process is to define clearly the objective that is intended to be satisfied such as:
- Maximising the return on investment
 - Maximising the reduction in corporate risk
 - Determining the most favourable cash flow
 - Minimising the cost of failure

WORKS & SERVICES REPORTS

Item 13.2.1 continued.

RECOMMENDATION:

THAT Council:

- i) adopt the Road Hierarchy Classifications detailed in the report;
- ii) adopt the standards associated with the Road Hierarchy Classifications;
- iii) adopt the road maintenance standards for the grading of the road network;
- iv) adopt the analysis criteria for prioritising capital upgrade programs; and
- v) expenditure program - nil pending further discussion.

Voting Requirement Absolute Majority

.....

**MOVED COUNCILLOR BOJCUN
SECONDED COUNCILLOR WELLINGTON**

THAT Council:

- i) adopt the Road Hierarchy Classifications detailed in the report;**
- ii) adopt the standards associated with the Road Hierarchy Classifications;**
- iii) adopt the road maintenance standards for the grading of the road network;**
- iv) adopt the analysis criteria for prioritising capital upgrade programs; and**
- v) Receive and adopt the expenditure program.**

**MOTION CARRIED 15-0
ABSOLUTE MAJORITY**

WORKS & SERVICES REPORTS

13.2.2 Contract C00051 – Construction of Boat Ramp Facilities

File/Ward	:	C00051 (Breaksea Ward, Kalgan Ward)
Proposal/Issue	:	Construction of Boat Ramp Facilities by Public Tender.
Subject Land/Locality	:	Swarbrick St, The Esplanade
Proponent	:	N/A
Owner	:	N/A
Reporting Officer(s)	:	Executive Director Works & Services (C Meeking)
Disclosure of Interest	:	Nil
Previous Reference	:	Nil
Summary Recommendation:		That Council accept the tender from Albany Drainage and Construction for construction of two Boat Ramp Facilities
Locality Plan	:	N/A

BACKGROUND

1. In the 2000/01 financial year, money was allocated to construct boat ramp facilities at both Emu Point boat harbour and Lower King near Elizabeth Street. This included grant money received from the Department of Transport's Regional Boating Facilities Scheme.
2. Given the provision of external funding, the project to construct the Boat Ramp Facilities can now proceed. The project includes, but is not limited to, civil work, concrete, timberwork, and scour protection.
3. A total of 15 specifications were issued. A summary of the two tenders received by close of tender is as follows:

A-Z Commercial Construction (Pre-Cast)

ITEM	EMU POINT	PRICE (\$)
	TENDER SUM	\$102,238

ITEM	LOWER KING	PRICE (\$)
	TENDER SUM	\$84,828

TOTAL TENDER SUM (EMU POINT AND LOWER KING)	\$187,066
---------------------------------------------	-----------

WORKS & SERVICES REPORTS

Item 13.2.2 continued.

Albany Drainage and Construction (Pre-Cast)

ITEM	EMU POINT	PRICE (\$)
	TENDER SUM	\$82,561

ITEM	LOWER KING	PRICE (\$)
	TENDER SUM	\$44,939

TOTAL TENDER SUM (EMU POINT AND LOWER KING)	\$127,500
---------------------------------------------	-----------

Albany Drainage and Construction - Alternative Flexmat Construction

ITEM	EMU POINT	PRICE (\$)
	TENDER SUM	\$50,217

ITEM	LOWER KING	PRICE (\$)
	TENDER SUM	\$33,558

TOTAL TENDER SUM (EMU POINT AND LOWER KING)	\$83,775
---------------------------------------------	----------

5. These prices include Goods and Services Tax (GST).
6. Following the opening of tenders, the Design Co-ordinator, John Willis, and Design Officer, Matthew Shanks, assessed the tenders in accordance with the set of evaluation criteria for the contract.

STATUTORY REQUIREMENTS

7. The tendering process for Goods & Services must be in accordance with sections 11, 18, and 19 of the Local Government (Functions and General) Regulations 1996 of the Local Government Act 1995.
8. In particular, Regulation 18 outlines a number of requirements relating to the choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council; it may also decline any tender.

WORKS & SERVICES REPORTS

Item 13.2.2 continued.

POLICY IMPLICATIONS

9. There is no policy implication related to this item.

FINANCIAL IMPLICATIONS

The tendered price from Albany Drainage and Construction for the construction of a Pre-cast ramp at Emu Point and Flexmat ramp at Lower King:

(Combination construction excluding GST)

ITEM	EMU POINT	PRICE (\$)
	PRE CAST TENDER SUM (EXCLUDING GST)	\$75,056

ITEM	LOWER KING	PRICE (\$)
	FLEXMAT TENDER SUM(EXCLUDING GST)	\$30,507

TOTAL TENDER SUM (EMU POINT AND LOWER KING)	\$105,563
---------------------------------------------	-----------

10. The adopted budget for the year ended 30 June 2001 has an allocation of \$92,000.00 for this project; this includes external funding of \$45,000.00 from the Department of Transport.
11. Constructing the boat ramp facilities and contracting a site superintendent comes to a total cost of \$120,500 excluding GST. The difference between our budget figure and total cost for construction, excluding GST, is \$28,500. An amount of \$8,000 will be reallocated from COA 179620 1245 Works Management Consultants.
12. An amount of \$10,500 will be reallocated from COA 133240 5019 Drainage construction Newby St. The remaining \$10,000 will be reallocated from COA 119840 6345 Tip upgrade - Extend Water Main. Both projects were completed under budget.

STRATEGIC IMPLICATIONS

13. The construction of a Boat Ramp Facility falls under the Albany 2020 Port of Call:

“The continual development of Council services & facilities to meet the needs of all stakeholders.”

WORKS & SERVICES REPORTS

Item 13.2.2 continued.

COMMENT/DISCUSSION

14. The City of Albany's Design officer has spoken to both Connell Wagner and Department of Transport in regards to the long term and short-term viability of the Flex Mat product in these locations.
15. Cameron Smith, Project Engineer, Connell Wagner states, "It is our belief that the precast elements would provide a more robust, longer term solution, but appreciate that a cheaper option is worth considering if it essentially serves the function of the boat ramp."
16. Peter Wilkins, Maintenance Engineer, Department of Transport states, "...precast slabs are generally the preferred option for public boat ramps. Given their overall robustness relative to Flexmats, they are more suitable for exposed and high usage areas. Further, they offer longer life and generally require less maintenance than flexmats."
17. Due to the high level of use and the movement of commercial vessels at the Emu Point location, Department of Transport recommends the precast construction as a better product for that location. The boat ramp at Lower King, being a lower use and not having commercial vessels in the immediate area, the Flexmat is suitable for that location. Flexmat has been previously used at the Little Grove finger jetty.

Tender Process

18. Requests for tenders were published in the West Australian on 10 March 2001 and in the Albany Advertiser on 8 March 2001, with closing date for tenders on 28th March 2001.

Tender Evaluation – Criteria Applied

19. Tenders were evaluated based on four (4) broad criteria, with each criteria weighted to reflect importance to the contract:

- Relevant Skills and Experience (40%)
- Reliability of Tenderer (20%)
- Appropriate Resources (20%)
- Financial (10%)
- Safety Management (10%)

Tender Evaluation

20. The final evaluated ratings for the submitted tenders are:

- A-Z Commercial Construction 47
- Albany Drainage and Construction 53

WORKS & SERVICES REPORTS

Item 13.2.2 continued.

21. The tendered price of \$75,056 for Emu Point in Precast Construction and \$30,507 for Lower King in Flexmat construction, from Albany Drainage Construction, coupled with their weighted evaluation score of 53, represents the best overall benefit for Council.
22. Council's Design Officer has spoken with Albany Drainage Construction and satisfied himself that their tender covers the entire scope of the specification.
23. It is recommended that Council accept the tender from Albany Drainage Construction. It is considered that they have the necessary experience, skills and expertise to undertake the construction of a Boat Ramp Facility for the City of Albany.

RECOMMENDATION

THAT Council

- i) accepts the tender for C00051 from Albany Drainage Construction for the construction of Boat Ramp Facilities at Emu Point for \$82,561 (\$75,056 excluding GST), and Lower King at \$33,518 (\$30,507 excluding GST) totalling \$116,119 (\$105,563 excluding GST); and
- ii) reallocate an amount of \$8,000.00 from COA 179620 1245 Works Management Consultants, \$10,500.00 from COA 133240 5019 Drainage Construction Newby Street and \$10,000.00 from COA 119840 6345 Tip Upgrade – Extend Water Main.

Voting Requirement Absolute Majority

.....

**MOVED COUNCILLOR WALKER
SECONDED COUNCILLOR CECIL**

THAT Council

- i) **accepts the tender for C00051 from Albany Drainage Construction for the construction of Boat Ramp Facilities at Emu Point for \$82,561 (\$75,056 excluding GST), and Lower King at \$33,518 (\$30,507 excluding GST) totalling \$116,119 (\$105,563 excluding GST); and**
- ii) **reallocate an amount of \$8,000.00 from COA 179620 1245 Works Management Consultants, \$10,500.00 from COA 133240 5019 Drainage Construction Newby Street and \$10,000.00 from COA 119840 6345 Tip Upgrade – Extend Water Main.**

**MOTION CARRIED 15-0
ABSOLUTE MAJORITY**

WORKS & SERVICES REPORTS

13.3 WORKS

Nil

13.4 AIRPORT MANAGEMENT

Nil

13.5 RESERVES PLANNING & MANAGEMENT

Nil

General Management Services

REPORTS

- R E P O R T S -

14.1 STRATEGIC DEVELOPMENT

Nil

14.2 ORGANISATIONAL DEVELOPMENT

Nil

14.3 ECONOMIC DEVELOPMENT

Nil

15.0 ELECTED MEMBERS' MONTHLY REPORT/INFORMATION BULLETIN

- 15.1 Minutes of the Town Hall Management Committee meeting held on Monday, 9th April 2001.
[Bulletin 2.1 refers]

DRAFT MOTION

THAT the minutes of the Town Hall Management Committee meeting held on 9th April 2001 be endorsed and the recommendations adopted.

**MOVED COUNCILLOR WILSON
SECONDED COUNCILLOR CECIL**

THAT the minutes of the Town Hall Management Committee meeting held on 9th April 2001 be endorsed and the recommendations adopted.

MOTION CARRIED 15-0

- 15.2 Minutes of the Federation Festival Albany and Albany ANZAC Day 2001 Committee meeting held on 5th April 2001.
[Bulletin 2.2 refers]

DRAFT MOTION

THAT the minutes of the Federation Festival Albany and Albany ANZAC Day 2001 Committee meeting held on 5th April 2001 be endorsed and the recommendations adopted.

**MOVED COUNCILLOR WOLFE
SECONDED COUNCILLOR EVANS**

THAT the minutes of the Federation Festival Albany and Albany ANZAC Day 2001 Committee meeting held on 5th April 2001 be endorsed and the recommendations adopted.

MOTION CARRIED 15-0

- 15.3 Minutes of the Albany Arts Advisory Committee meeting held on Thursday 15th March 2001.
[Bulletin 2.3 refers]

DRAFT MOTION

THAT the minutes of the Albany Arts Advisory Committee meeting held on 15th March 2001 be endorsed and the recommendations adopted.

This item was deleted from the Agenda as it was presented at the Ordinary Council meeting on the 1st May 2001 Item 15.5.

- 15.4 Minutes of the Economic Development Unit Committee meeting held on Friday, 27th April 2001.
[Bulletin 2.4 refers]

DRAFT MOTION

THAT the minutes of the Economic Development Unit Committee meeting held on 27th April 2001 be endorsed and the recommendations adopted.

**MOVED COUNCILLOR BOJCUN
SECONDED COUNCILLOR EMERY**

THAT the minutes of the Economic Development Unit Committee meeting held on 27th April 2001 be endorsed and the recommendations adopted.

MOTION CARRIED 15-0

- 15.5 Minutes of the Albany Arts Advisory Committee meeting held on Thursday 19th April 2001.
[Bulletin 2.5 refers]

DRAFT MOTION

THAT the minutes of the Albany Arts Advisory Committee meeting held on Thursday 19th April 2001 be endorsed and the recommendations adopted.

**MOVED COUNCILLOR CECIL
SECONDED COUNCILLOR WOLFE**

THAT the minutes of the Albany Arts Advisory Committee meeting held on Thursday 19th April 2001 be endorsed and the recommendations adopted.

MOTION CARRIED 15-0

- 15.6 Elected Members' Report/Information Bulletin

DRAFT MOTION

THAT the Elected Members' Report/Information Bulletin, as circulated, be received and the contents noted.

**MOVED COUNCILLOR WILLIAMS
SECONDED COUNCILLOR WILSON**

THAT the Elected Members' Report/Information Bulletin, as circulated, be received and the contents noted.

MOTION CARRIED 15-0

16.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

17.0 MAYORS REPORT

“Fellow Councillors:

Since the last Council meeting just two weeks ago, the ratepayers of Albany have now elected five new Councillors to the City of Albany Council. I welcome Councillors Barton, Demarteau, Emery, Sankey, and Wellington to their first Ordinary Council Meeting, and I know that they bring with them a broad range of skills and talents which will be an asset to our proceedings. I also congratulate Councillors Evers and Williams for their unopposed re-election, which demonstrates community confidence in their roles. To outgoing Councillors Armstrong, Bain, Dufty, Lubich and Mountford, I thank them sincerely for their hard work, dedication and support over the last two years and wish them well for the future.

On Thursday, 3rd of May, I was delighted to officially open the National Seniors Association Zone 108 Conference. It was the first time that this conference has been held outside the Perth Metropolitan area, and proved that Albany is attracting a lot of much deserved attention indeed. In my opening address, I made reference to the important role that Seniors play in our community, and that the City of Albany fully appreciated the need to consider the specific needs of Seniors in the planning and development of services and facilities. The City of Albany’s Seniors Advisory Committee is a valuable resource and is a crucial link for Council to the seniors in the community. Groups such as the National Seniors Association also play an important role in ensuring that Seniors are well represented and provide a focal point in assisting with the consultative process.

During the last fortnight, I have been privileged to attend as a guest two local theatre productions, “Kindly Keep It Covered” at the Spectrum Theatre and “Pirates of Penzance” by the Albany Light Opera Company. Both were excellent productions and proved yet again that there are a considerable number of talented and professional artists in our community that we should all be proud to support whenever we get a chance. Congratulations to both groups for creating such magical and creative productions.

On the 9th May, being the 100th anniversary of the first sitting of the Australian Commonwealth Parliament, I was delighted to be asked to present special medallions to the students at Spencer Park Primary School. These medallions are being given to all children as part of the National Celebration of the Centenary of Federation. It was a delightful morning with some very enthusiastic children, many of whom had developed a good understanding of the meaning of Federation and its historical significance.”

**MOVED COUNCILLOR WALKER
SECONDED COUNCILLOR DEMARTEAU**

THAT the Mayor’s Report be received.

MOTION CARRIED 15-0

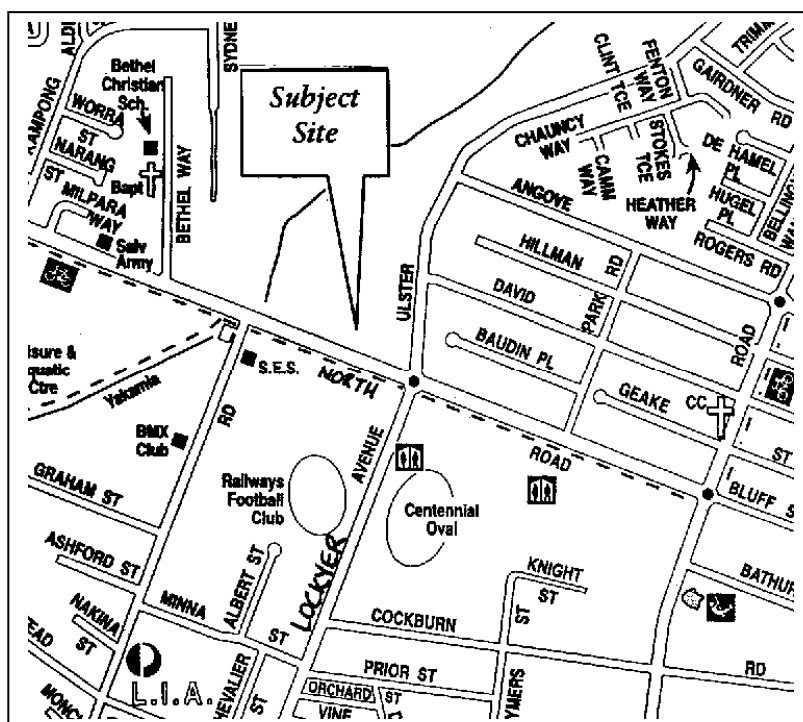
18.0 URGENT BUSINESS APPROVED BY MAYOR OR BY DECISION OF THE MEETING

18.1 Re-siting City of Albany Administration Centre (Rescission Motion)

- File/Ward** : PRO256 (Frederickstown Ward)
- Proposal/Issue** : Re-siting Administration Centre (Rescission Motion)
- Subject Land/Locality** : Old Town Depot Site – North Road
- Proponent** : City of Albany
- Owner** : City of Albany
- Reporting Officer(s)** : Chief Executive Officer (A Hammond)
- Disclosure of Interest** : Nil
- Previous Reference** : OCM 20/02/01 Item 14.1.1
 OCM 23/01/01 Item 14.1.1
 OCM 07/11/00 Item 12.2.4
 OCM 21/03/00 Item 13.2.7
 OCM 18/01/00 Item 13.2.10
 OCM 16/11/99 Item 13.2.4

Summary Recommendation: Nil

Locality Plan :



Item 18.1 continued

BACKGROUND

1. On 7th November 2000 Council resolved:

“That Council seek the services of an architect for the documentation of a new administration building/civic centre and that the site for that development be the York Street precinct.”

STATUTORY REQUIREMENTS

2. Section 10 of the Local Government Act Administration Regulations requires the support of five Councillors to either rescind or significantly change motions.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

4. Nil, pending costing determination of the project.

STRATEGIC IMPLICATIONS

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

COMMENT/DISCUSSION

6. A request has been received from five Councillors to review the siting of the administration centre and locate the project on the old Town of Albany Depot Site on North Road.
7. Councillors Evers, Wilson, Demarteau, Evans and Williams support the reconsideration motion.

RECOMMENDATION

Nil, pending:

- i) Motion carried by an Absolute Majority agreeing to reconsider the decision made on 7th November 2000 to locate the Administration Centre in the York Street Precinct.
- ii) Motion submitted by five Councillors:
THAT the new City of Albany Administration Building/Civic Centre be located on the old Town of Albany Depot Site on North Road.

NB – Any motion that supports the North Road Site must include direction to prepare a Town Planning Scheme Amendment to accommodate the proposed land use.

**MOVED COUNCILLOR EVERS
SECONDED COUNCILLOR EVANS**

THAT motion carried by an Absolute Majority agreeing to reconsider the decision made on 7th November 2000 to locate the Administration Centre in the York Street Precinct.

**MOTION CARRIED 9-6
ABSOLUTE MAJORITY**

**MOVED COUNCILLOR EVERS
SECONDED COUNCILLOR WILLIAMS**

THAT:

- i) The new City of Albany Administration Building/Civic Centre be located in the old Town of Albany Depot Sites, being portion of Location 4743 North Road, Yakamia; and**
- ii) Council staff prepare the appropriate documentation to amend the City of Albany Town Planning Scheme 1A to allow for the development of Council's Administration Building/Civic Centre on the old Town of Albany Depot Site on North Road.**

**MOTION CARRIED 9-6
ABSOLUTE MAJORITY**

The Chief Executive Officer
City of Albany
P.O. Box 484
Albany W.A. 6330

7/5/2001

Dear Sir,

Could you please seek the approval of Her Worship the Mayor to submit the following matter as a late item for the Council Meeting of 15th May 2000.

In line with the provisions of Section 10 of the Local Government Act Administration Regulations 1996 the five Councillors whose signatures are attached, request that the component of motion number 12.2.4 of the meeting of 7th November 2000 relating to the Administration Centre being sited on the York Street precinct be revoked.

If the motion for revocation is successful I submit the following motion for Council consideration.


That the New City of Albany Civic Centre / Administration Building be located on the old Town of Albany depot site at North Road.

Name: DIANE EVERS Signature: 

Name: IAN WILSON Signature: 

Name: TONY DEMANDIA Signature: 

Name: MIKTON EVANS Signature: 

Name: Judith Victoria Signature: 

NB: Amendment to Council Meeting date in Paragraph One of the above letter should read: "... Council Meeting of 15th May 2001", not 15th May 2000.

19.0 CLOSED DOORS

Nil

20.0 NEXT ORDINARY MEETING DATE

Tuesday 5th June 2001, 7.30pm at the Council Chambers, Mercer Road

21.0 CLOSURE OF MEETING

8:50pm

Confirmed as a true and correct record of proceedings.



A.E Goode JP
MAYOR

APPENDIX A

WRITTEN NOTICE OF DISCLOSURES OF INTEREST

MINUTES OF THE ORDINARY COUNCIL MEETING – 15TH MAY 2001

Name	Item	Nature of Interest
Councillor I Wilson	Item 11.1.1 – Development Application – Garden Centre – Lot 43 Elphinstone Road, Robinson	A family member lives on adjoining property

APPENDIX B

MINUTES OF THE ORDINARY COUNCIL MEETING – 15TH MAY 2001

INTERESTS DISCLOSED DURING THE COURSE OF THE MEETING

Nil

INTERESTS DISCLOSED BY OFFICERS

Nil



[Agenda Item 12.1.1. refers]

[COUNCIL – 15th MAY 2001]

SUMMARY OF ACCOUNTS

Municipal Fund Vouchers		
Cheques 13755-13856	totalling	116,153.29
EFT EF5559-EF5660	totalling	306,190.85
Payroll	totalling	297,388.51
Total Municipal Fund		<u>719,732.65</u>
Trust Fund Vouchers	totalling	5,000.00
Total Trust Fund		<u>5,000.00</u>
TOTAL		<u><u>724,732.65</u></u>

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts to be passed for payment totalling \$724,732.65 submitted to each member of the Council on 15th May 2001 has been checked and is fully supported by vouchers and invoices which are submitted to herewith and which have been fully certified as the receipt of goods and the rendition of services and as to prices, computations and costings and the amounts shown are due for payment.

CHIEF EXECUTIVE OFFICER

(A. Hammond)

MAYOR

I hereby certify that this schedule of accounts covering municipal and trust fund payments totalling \$724,732.65 which was submitted to the Council on 15th May 2001 and that the amounts are recommended to the Council for payment.

MAYOR

(A. Goode JP)