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# MINUTES

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**Ordinary Meeting of Council**

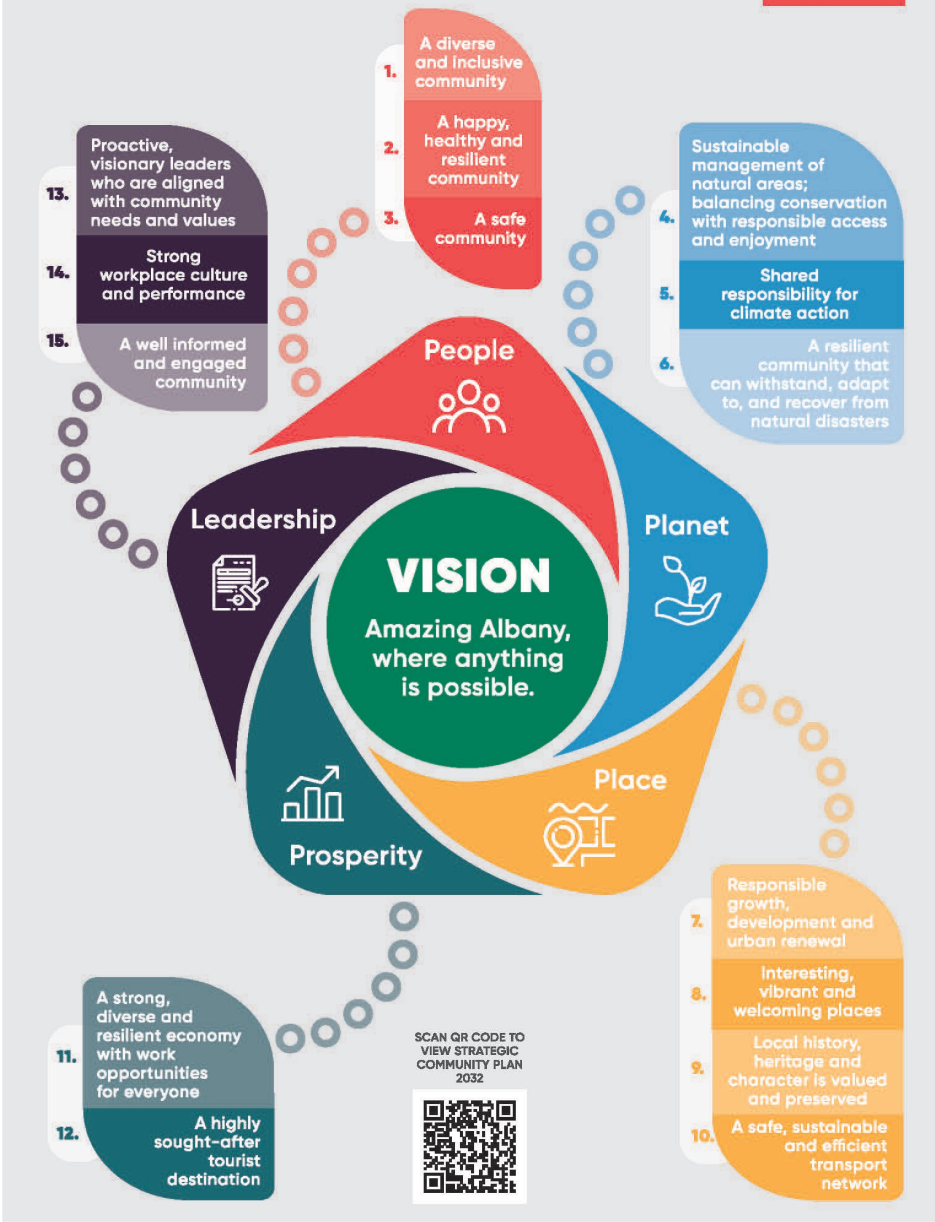
**Tuesday 31 October 2023**

6.00pm

**Council Chambers**



# STRATEGIC COMMUNITY PLAN 2032



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## 1. DECLARATION OF OPENING

The Chief Executive Officer Mr Andrew Sharpe declared the meeting open at 6.00pm

## 2. PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS

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

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

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

In accordance with section 2.29 of the *Local Government Act 1995*, a person elected as a Councillor is to make a declaration in the prescribed form, and before a prescribed person, before acting in office.

### DECLARATION OF MAYOR

Mayor Elect Gregory Stocks made his Declaration witnessed by WA Police Commander Paul Coombes APM and assumed the Chair.

### DECLARATION OF COUNCILLORS

Councillors Elect made their Declaration witnessed by WA Police Commander Paul Coombes APM and took their seat in the Chamber.

### NOMINATIONS FOR DEPUTY MAYOR

Nominations were then called for the position of Deputy Mayor. Three nominations were received from Councillor Terry, Councillor Traill and Councillor MacLaren.

Ballot papers countersigned by the Mayor and the Chief Executive Officer were then distributed to Council. The method of voting was optional preferential.

Following the counting of votes, Councillor Terry was declared Deputy Mayor after receiving 7 primary votes, thereby achieving a majority.

### DECLARATION OF DEPUTY MAYOR

Deputy Mayor Councillor Terry then made his Declaration witnessed by WA Police Commander Paul Coombes APM.

## 3. RECORD OF APOLOGIES AND LEAVE OF ABSENCE

Mayor

G Stocks

#### Councillors:

Councillor

P Terry (Deputy Mayor)

Councillor

A Cruse

Councillor

L MacLaren

Councillor

C McKinley

Councillor

T Brough

Councillor

M Lionetti

Councillor

R Sutton

Councillor

M Traill

Councillor

D Baesjou

Councillor

S Grimmer

#### Staff:

Chief Executive Officer

A Sharpe

Executive Director Corporate & Commercial Services

M Gilfellon

Executive Director Infrastructure, Development  
& Environment

P Camins

Executive Director Community Services

N Watson

Manager Planning and Building Services

J Van Der Mescht

Meeting Secretary

J Williamson

#### 4. DISCLOSURES OF INTEREST

Name	Report Item Number	Nature of Interest
Nil		

#### 5. REPORTS OF MEMBERS

##### 6.29pm Councillor Lionetti

###### Summary of key points:

Councillor Lionetti congratulated the successful candidates in the 2023 Ordinary Local Government Election, and thanked electors for participating by casting their vote.

Councillor Lionetti said that he is looking forward to working with all Councillors to deliver what is best for Albany and the community.

##### 6.31pm Councillor Sutton

###### Summary of key points:

Councillor Sutton congratulated all Councillors and Mayor Stocks on their election. Councillor Sutton said that it had been a tough Mayoral campaign which at times became quite personal.

Councillor Sutton said that he had every confidence that Mayor Stocks is capable of leading Council to the next level and build on the success and achievements of the previous Council.

Councillor Sutton said that sensible development is important, and that compromises may be necessary for progress.

##### 6.33pm Councillor Traill

###### Summary of key points:

Councillor Traill congratulated all successful candidates, and also congratulated Councillor Terry on his appointment as Deputy Mayor.

Councillor Traill attended the Green Fair on the Square which experienced beautiful weather and offered plenty of activities for those that attended. Councillor Traill thanked the City's Sustainability Team for organising such a successful event.

Councillor Traill attended the State Heritage Conference, which was held in Perth. Councillor Traill said that there were six representatives from Albany and that he was looking forward to the next Heritage Conference which will be held in Albany in 2024.

##### 6.36pm Councillor Baesjou

###### Summary of key points:

Councillor Baesjou congratulated the incoming Councillors and the Mayor and welcomed them to the City's Leadership Team.

Councillor Baesjou attended the WA Planning Commission Reforms Workshop held on 30 October 2023. The Workshop outlined the Summary of Recommendations from the WAPC review, which are aimed at streamlining planning processes to address housing shortages.

**6.37pm Councillor Grimmer**  
**Summary of key points:**

Councillor Grimmer offered his congratulations to the Mayor, Deputy Mayor and Councillors. Councillor Grimmer said that he was pleased with his new seating position in the Chamber, as he was now in close proximity to community members attending meetings. Councillor Grimmer said that for him, being a Councillor was about listening to the community.

Councillor Grimmer attended a recent Volunteer Bush Fire Brigade Meeting and the Swamp Rats Awards Night, which he said was a terrific event. Councillor Grimmer also attended the Bornholm and Torbay Family Fun Days.

Councillor Grimmer also encouraged people to visit the Good Food Shed at Bornholm to buy some fantastic local produce and enjoy a coffee from the newly purchased coffee machine, a welcome addition to the Good Food Shed.

**6.38pm Councillor MacLaren**  
**Summary of key points:**

Councillor MacLaren requested that she be granted additional time to speak, and that request was approved by a show of hands from Council.

Councillor MacLaren congratulated all candidates in the recent local government election and spoke of her passion for the beauty of nature and its biodiversity. Councillor MacLaren said that the community is calling for a rethink of attitude to sustainability.

Councillor MacLaren's address is detailed at Appendix A.

**6.45pm Councillor Cruse**  
**Summary of key points:**

Councillor Cruse congratulated the successful candidates in this election, including the Mayor and Deputy Mayor. Councillor Cruse said that this Council brought together elected members with a broad range of skills and views, and that she was looking forward to lively debate which would contribute to excellent outcomes for the community.

**6.46pm Deputy Mayor Councillor Terry**  
**Summary of key points:**

Deputy Mayor Councillor Terry congratulated the Mayor and Councillors on their election to Council, and thanked all those who supported candidates and voted in the election.

Deputy Mayor Councillor Terry thanked Councillor Shanhun, Councillor Thomson, Councillor Benson-Lidholm and Deputy Mayor Councillor Smith for their contribution to Council, and said that the diversity amongst the current Council is warmly welcomed.

Deputy Mayor Councillor Terry attended the Farewell Function for former Mayor Dennis Wellington, who has had a long and distinguished career in local government. Deputy Mayor Councillor Terry also paid tribute to Deputy Mayor Councillor Smith who retired after eight years of service to the community.

As a Volunteer Bush Fire Brigade Member, Deputy Mayor Councillor Terry said that there had been three callouts this week to serious fires, and he urged everyone to be both Bushfire Ready and Bushfire Aware this fire season.

Deputy Mayor Councillor Terry said that it was encouraging to see that VacSwim classes at Cape Riche and Cosy Corner were being reinstated, subject to safety requirements being implemented.

**6.51pm Councillor McKinley**

**Summary of key points:**

Councillor McKinley congratulated fellow successful candidates and the Mayor on their election to Council, and thanked the community for their support.

Councillor McKinley said that he had worked for 23 years in international commercial shipping, seven years in business and was now employed with the Department of Justice. Councillor McKinley said that he was looking forward to working with Council and City staff to deliver positive community outcomes.

**6.52pm Councillor Brough**

**Summary of key points:**

Councillor Brough extended a warm welcome to newly elected Councillors and the Mayor, and expressed commiserations to absent friends Matt Benson-Lidholm, Chris Thomson and John Shanhun.

Councillor Brough expressed concern that democracy around the world was in crisis. One of the underpinning values of democracy is integrity, which is something to be admired, as are truth, goodness and individual sovereignty. Councillor Brough said that we were fortunate that the election process allowed for a fair, unbiased result.

Councillor Brough said that Council is in good shape, with a successful transfer of leadership.

**6.54pm Mayor Stocks**

**Summary of key points:**

Mayor Stocks acknowledged Councillors who served until election day and said that they have made a positive difference to the fabric of our community. Mayor Stocks said that he was very pleased to have won the election and thanked his family and supporters for their contribution to a successful campaign.

Mayor Stocks welcomed all Councillors to the team of 2023, rich with diversity and potential, and said that he has every confidence that the team are ready for the responsibility of leading the community forward. Mayor Stocks acknowledged the reduction in elected representation; Council is now eleven and in two years will be nine, meaning an increase in the workload associated with representing the community.

Mayor Stocks said that he considers this Council has much to offer in terms of quality decision making and robust discussion, with the ability to accept a diverse range of opinions. Those opinions are valid and must be listened to, and delivered, respectfully. Respect will be the mantra for the next two years, and Council decisions should be accepted and supported by the whole of Council.

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

**7. PUBLIC QUESTION TIME**

In accordance with City of Albany Standing Orders Local Law 2014 (as amended):

*Clause 4 (6) The total time allowed for public question time will be no more than 30 minutes.*

Any extension to the time period defined by the City of Albany Standing Orders Local Law 2014 (as amended) will be at the discretion of the Presiding Member.

In accordance with City of Albany Standing Orders Local Law 2014 (as amended):

*Clause 5) The Presiding Member may decide that a public question shall not be responded to where—*

- (a) the same or similar question was asked at a previous Meeting, a response was provided and the member of the public is directed to the minutes of the Meeting at which the response was provided;*
- (b) the member of the public asks a question or makes a statement that is offensive, unlawful or defamatory in nature, provided that the Presiding Member has taken reasonable steps to assist the member of the public to rephrase the question or statement in a manner that is not offensive, unlawful or defamatory.*

**6.58pm Ms Samantha Stevens, representing the Friends of Stidwell Bridle Trail**  
**Summary of key points:**

Ms Stevens addressed Council regarding the petition lodged by the Friends of the Stidwell Bridle Trail and urged Council to adopt the Stidwell Bridle Trail determination to protect the Trail from use by uncontrolled off-road vehicles, which posed a danger to both equestrians using the trail and the environment.

**7.02pm Ms Liz Adamson, Grey Street West, Albany**  
**Summary of key points:**

Ms Adamson addressed Council regarding the petition lodged by the Friends of the Stidwell Bridle Trail.

**7.06pm Yasmin Bartlett, Springdale Heights, Denmark**  
**Summary of key points:**

Ms Bartlett congratulated Councillor McKinley, Councillor MacLaren and Councillor Lionetti on their election to Council. Ms Bartlett stated that she was very disappointed that Council had not ensured that more indigenous representatives were elected as Councillors.

Ms Bartlett also expressed concern over the influence and misinformation of media outlets impinging on the sovereign rights of citizens, encouraging corruption and dishonesty.

**7.10pm Annabel Paulley, 38 Parker Street, Lockyer**  
**Summary of key points:**

Ms Paulley addressed Council on behalf of the Friends of Yakamia Forest, and her tabled address is detailed at Appendix A of these minutes.

**7.11pm Mr Ian Skalko, 146 Hare Street, Albany**  
**Summary of key points:**

Mr Skalko thanked Council for their leadership and the positive outcomes Council had provided for the community.

There being no further speakers the Mayor declared Public Question Time closed at **7.12pm**.

**8. APPLICATIONS FOR LEAVE OF ABSENCE Nil**

**9. PETITIONS AND DEPUTATIONS**

**RESOLUTION**

**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR TERRY**

**SECNDED: COUNCILLOR TRAILL**

**THAT the Petition requesting that Norman House be saved from demolition be RECEIVED.**

**CARRIED 11-0**

**Officer Comment:**

This petition contains 187 signatures. The proposed multi residential, affordable and social housing plus existing commercial uses is being considered by the Joint Development Assessment Panel. This petition will be forwarded to the Joint Development Assessment Panel. The DAP Application Reference Number is DAP/23/02456 <https://www.wa.gov.au/system/files/2023-10/daps-current-applications.pdf>



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

**MOVED: COUNCILLOR SUTTON**  
**SECONDED: COUNCILLOR BROUGH**

**THAT the Petition requesting that Council adopt the Stidwell Bridle Trail Determination CCS555 to approve the Horse and Authorised Vehicle Only portion of the Stidwell Bridle Trail be RECEIVED.**

**CARRIED 11-0**

**Officer Comment:**

This petition contains 842 signatures. Report Item CCS555: Stidwell Bridle Trail Determination was considered by Council at the Ordinary Council Meeting held on Tuesday 22 August 2023.

This matter is due to be presented at the December 2023 Ordinary Council Meeting for a decision of Council.

**10. CONFIRMATION OF MINUTES**

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

**MOVED: COUNCILLOR BAESJOU**  
**SECONDED: COUNCILLOR TERRY**

**THAT the minutes of the Ordinary Council Meeting held on 26 September 2023, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**CARRIED 11-0**

**11. PRESENTATIONS Nil**

**12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS**

**CCS559: CLIMATE CHANGE ACTION DECLARATION**

This report was deferred at the Ordinary Council Meeting held on 22 August 2023 to be re-presented to Council at a future Council meeting post the October 2023 Ordinary Local Government Elections.

**CCS566: MONTHLY FINANCIAL REPORT – AUGUST 2023**

**Proponent / Owner** : City of Albany  
**Attachments** : Monthly Financial Report – August 2023  
**Report Prepared By** : Manager Finance (S van Nierop)  
**Authorising Officer:** : Executive Director Corporate & Commercial Services  
(M Gilfellon)

**STRATEGIC IMPLICATIONS**

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

**IN BRIEF**

- Under the Local Government Financial Management Regulations, a local government is to prepare monthly a statement of financial activity that is presented to Council.
- Under changes to the Regulations in June 2023, a local government is now required to also prepare monthly a statement of financial position that is presented to Council.
- The City of Albany’s Monthly Financial Report (inclusive of the statement of financial activity and the statement of financial position) for the period ending 31 August 2023 has been prepared and is attached.
- In addition, the City provides Council with a monthly investment summary to ensure the investment portfolio complies with the City’s Investment of Surplus Funds Policy.
- The financial information included within the Monthly Financial Report for the period ended 31 August 2023 is preliminary and has not yet been audited.

**RECOMMENDATION**

**CCS566: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**Moved: Councillor Sutton**  
**Seconded: Councillor Trill**

**THAT the Monthly Financial Report for the period ending 31 August 2023 be RECEIVED.**

**CARRIED 11-0**

**CCS566: COMMITEE RECOMMENDATION**

**Moved: Councillor Brough**  
**Seconded: Councillor Cruse**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 11-0**

**CCS566: AUTHORISING OFFICER RECOMMENDATION**

**THAT the Monthly Financial Report for the period ending 31 August 2023 be RECEIVED.**

## **DISCUSSION**

2. To fulfil statutory reporting obligations, the Monthly Financial Report prepared provides a snapshot of the City's year to date financial performance. The report provides the:
  - (a) Statement of Financial Activity by nature classifications (satisfying Regulation 34 of the Local Government (Financial Management) Regulations 1996);
  - (b) Statement of Financial Position (satisfying Regulation 35 of the Local Government (Financial Management) Regulations 1996);
  - (c) Basis of Preparation
  - (d) Explanation of material variances to year-to-date budget;
  - (e) Net Current Asset & Funding Position;
  - (f) Investment Portfolio Snapshot;
  - (g) Receivables; and
  - (h) Capital Acquisitions.
3. Additionally, each year a local government is to adopt a percentage or value to be used in the Statement of Financial Activity for reporting material variances. Under Council item CCS545, Council approved that a variance between actual and budget-to-date of greater than \$100,000 is a material variance for reporting purposes in the Statement of Financial Activity for 2023/2024.
4. The Statement of Financial Activity and Statement of Financial Position may be subject to year-end adjustments and have not been audited.
5. It is noted that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The 'errors' may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect."

## **STATUTORY IMPLICATIONS**

6. The Local Government (Financial Management) Regulations 1996 were amended (SL2023/106) and published on 30 June 2023. The changes, effective from 1 July 2023, have an impact on the reporting of the financial activity statement required each month (Section 34). The below outlines the new reporting requirement under Section 34:
  - 34(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for the previous month (the "relevant month") in the following detail:
    - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
    - (b) budget estimates to the end of the relevant month; and
    - (c) actual amounts of expenditure, revenue and income to the end of the relevant month; and
    - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
    - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.
  - 34(1B) The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).
  - 34(1C) Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.

- 34(2) Each statement of financial activity is to be accompanied by documents containing-
- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
  - (c) such other supporting information as is considered relevant by the local government.
- 34(3) The information in a statement of financial activity may be shown according to nature classification.
- 34(4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- 34(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.
7. An amendment to the *Local Government (Financial Management) Regulations 1996*, effective from 1 August 2023, is the addition of Regulation 35, with Local Governments now required to report a financial position statement each month. The additional Regulation 35 is as follows:
- 35(1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the previous month) and —
- (a) the financial position of the local government as at the last day of the previous financial year; or
  - (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.
- 35(2) A statement of financial position must be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
  - (b) recorded in the minutes of the meeting at which it is presented.

#### **POLICY IMPLICATIONS**

8. The City's 2023/24 Annual Budget provides a set of parameters that guides the City's financial practices.
9. The Investment of Surplus Funds Policy stipulates that the status and performance of the investment portfolio is to be reported monthly to Council.

#### **FINANCIAL IMPLICATIONS**

10. Expenditure for the period ending 31 August 2023 has been incurred in accordance with the 2023/24 budget parameters.
11. Details of any budget variation more than \$100,000 (year to date) is outlined in the Statement of Financial Activity. There are no other known events, which may result in a material non-recoverable financial loss or financial loss arising from an uninsured event.

#### **LEGAL IMPLICATIONS**

12. Nil.

**ENVIRONMENTAL CONSIDERATIONS**

13. Nil.

**ALTERNATE OPTIONS**

14. Nil.

**CONCLUSION**

15. The Authorising Officer's recommendation be adopted.

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

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

**CCS567: LIST OF ACCOUNTS FOR PAYMENT – SEPTEMBER 2023**

**Business Entity Name** : City of Albany  
**Attachments** : List of Accounts for Payment  
**Report Prepared By** : Manager Finance (S Van Nierop)  
**Authorising Officer:** : Executive Director Corporate and Commercial Services  
(M Gilfellon)

**STRATEGIC IMPLICATIONS**

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

**IN BRIEF**

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

**RECOMMENDATION**

**CCS567: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

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

**THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 September 2023 totalling \$6,742,069.81 be RECEIVED.**

**CARRIED 11-0**

**CCS567: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR SUTTON**  
**SECONDED: COUNCILLOR GRIMMER**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 11-0**

**CCS567: AUTHORISING OFFICER RECOMMENDATION**

**THAT the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 September 2023 totalling \$6,742,069.81 be RECEIVED.**

**DISCUSSION**

2. The table below summarises the payments drawn from the City’s Municipal and Trust funds for the period ending 15 September 2023. Please refer to the Attachment to this report.

<b>Fund</b>	<b>Transaction Type</b>	<b>Amount (\$)</b>
Municipal	Credit Cards	\$26,518.13
Municipal	Payroll	\$1,911,394.77
Municipal	Cheques	\$407.20
Municipal	Electronic Funds Transfer	\$4,803,749.71
Trust	N/A	\$0.00
<b>TOTAL</b>		<b><u>\$6,742,069.81</u></b>

3. Included within the Electronic Funds Transfers from the City’s Municipal account are Purchasing Card transactions, required to be reported under Regulation 13(A), totalling: \$2,397.89.
4. The table below summaries the total outstanding creditors as at 15 September 2023.

<b>Aged Creditors</b>	<b>Amount (\$)</b>
Current	\$97,679.83
30 Days	\$379,267.58
60 Days	\$0.00
90 Days	-\$506.11
<b>TOTAL</b>	<b><u>\$476,441.30</u></b>
Cancelled Cheques	Nil

**STATUTORY IMPLICATIONS**

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

*13A. Payments by employees via purchasing cards*

*(1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared*

- (a) the payee's name;*
- (b) the amount of the payment;*
- (c) the date of the payment;*
- (d) sufficient information to identify the payment.*

(2) A list prepared under subregulation (1) must be

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

9. Regulation 13(A) comes into operation from 1 September 2023.

#### **POLICY IMPLICATIONS**

10. Expenditure for the period to 15 September 2023 has been incurred in accordance with the 2023/2024 budget parameters.

#### **FINANCIAL IMPLICATIONS**

11. Expenditure for the period to 15 September 2023 has been incurred in accordance with the 2023/2024 budget parameters.

#### **LEGAL IMPLICATIONS**

12. Nil

#### **ENVIRONMENTAL CONSIDERATIONS**

13. Nil

#### **ALTERNATE OPTIONS**

14. Nil

#### **CONCLUSION**

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

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

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



**CCS568: DELEGATED AUTHORITY REPORTS – 16 AUGUST 2023 TO 15 SEPTEMBER 2023**

<b>Proponent / Owner</b>	: City of Albany
<b>Attachments</b>	: Executed Document and Common Seal Report
<b>Report Prepared By</b>	: PA to Mayor and Councillors (D Clark)
<b>Authorising Officer:</b>	: Chief Executive Officer (A Sharpe)

**STRATEGIC IMPLICATIONS**

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

**RECOMMENDATION**

**CCS568: RESOLUTION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR CRUSE  
SECONDED: COUNCILLOR BROUGH**

**THAT the Delegated Authority Reports 16 August 2023 to 15 September 2023 be RECEIVED.**

**CARRIED 11-0**

**CCS568: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR TRAILL  
SECONDED: COUNCILLOR BENSON-LIDHOLM**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 11-0**

**CCS568: AUTHORISING OFFICER RECOMMENDATION**

**THAT the Delegated Authority Reports 16 August 2023 to 15 September 2023 be RECEIVED.**

**BACKGROUND**

2. In compliance with Section 9.49A of the *Local Government Act 1995* the attached report applies to the use of the Common Seal and the signing of documents under Council's Delegated Authority:
  - **Delegation: 006** – Sign Documents on Behalf of the City of Albany (Authority to Executive Deeds & Agreements and apply the Common Seal)
  - **Delegation: 009** – Provide Donations, Sponsorship, Subsidies & Authority to Apply for Grant Funding (Including the provision of sponsorship through the waiver of fees & charges)
  - **Delegation: 018** – Award Contracts (Supply of Equipment, Goods, Materials & Services)

**CCS569: QUARTERLY REPORT – TENDERS AWARDED – JULY TO SEPTEMBER 2023**

**Proponent** : City of Albany  
**Attachments** : Quarterly Report – Tenders Awarded – July to September 2023  
**Report Prepared by** : Senior Procurement Officer (H Hutchinson)  
**Authorising Officer** : Executive Director Corporate & Commercial Services (M Gilfellon)

**STRATEGIC IMPLICATIONS**

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

**RECOMMENDATION**

**CCS569: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR TERRY**  
**SECONDED: COUNCILLOR BROUGH**

**THAT the Quarterly Report – Tenders Awarded – July to September 2023 be RECEIVED.**

**CARRIED 11-0**

**CCS569: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR STOCKS**  
**SECONDED: COUNCILLOR BROUGH**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 11-0**

**CCS569: AUTHORISING OFFICER RECOMMENDATION**

**THAT the Quarterly Report – Tenders Awarded – July to September 2023 be RECEIVED.**

**CCS570: CORPORATE SCORECARD - JULY TO SEPTEMBER 2023**

**Attachments** : CS Dashboard Q1 2023-24  
**Report Prepared By** : Business Planning and Performance Coordinator  
(A Olszewski)  
**Authorising Officer:** : Executive Director Corporate & Commercial Services  
(M Gilfellow)

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany’s Strategic Community Plan 2032 or Corporate Business Plan 2021-2025 informing plans or strategies:
  - **Pillar:** Leadership.
  - **Outcome:** Proactive, visionary leaders who are aligned with community needs and values.

**In Brief:**

- The Strategic Community Plan 2032 (SCP) and Corporate Business Plan 2021-2025 (CBP) were adopted by Council in August 2021.
- The CBP outlines a comprehensive suite of actions that effectively form Council’s priority commitments to the community.
- The Corporate Scorecard (CS) Dashboard concept was developed to provide a quarterly update to Council on the status of these actions.

**RECOMMENDATION**

**CCS570: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR GRIMMER**  
**SECONDED: COUNCILLOR BAESJOU**

**THAT the Corporate Scorecard Dashboard for the July to September 2023 Quarter be NOTED.**

**CARRIED 11-0**

**CCS570: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR BAESJOU**  
**SECONDED: COUNCILLOR BENSON-LIDHOLM**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 11-0**

**CCS570: AUTHORISING OFFICER RECOMMENDATION**

**THAT the Corporate Scorecard Dashboard for the July to September 2023 quarter be NOTED.**

## BACKGROUND

2. The SCP establishes the results the community expects Council to achieve through the City, while the CBP describes the specific actions necessary to achieve those results.
3. These actions are monitored through Business Unit Plans, which define (on a minimum quarterly basis) associated service levels and enable assignment of a simple 'traffic light' status to each action.
4. The first iteration of the CS Dashboard was presented to Council at the November 2021 CCS Committee meeting for feedback, and subsequently endorsed at the December OCM.

## DISCUSSION

5. The 'CS Dashboard Q1 2023-24' (attached) provides an update on the status of CBP actions for the July to September 2023 quarter, identifying those actions potentially 'at-risk.'
6. 'At-risk' actions include those assigned with a traffic light status of either:
  - Red (a service *not meeting* its service level, or a project *not on track*), or
  - Orange (a service *under strain*, or a project that has *stalled*).
7. Commentary on any 'at-risk' actions is provided at the conclusion of the CS Dashboard.

## GOVERNMENT & PUBLIC CONSULTATION

8. N/A.

## STATUTORY IMPLICATIONS

9. There are no direct statutory implications, however the CS Dashboard supports the City's obligations under *Local Government (Administration) Regulations 1996*, regulation 19DA in relation specifically to the Corporate Business Plan:

**Corporate Business Plan** means a plan made under regulation 19DA that, together with a strategic community plan, forms a plan for the future of a district made in *accordance with section 5.56*, which states:

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
  - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
  - (b) *Govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
  - (c) *Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*

- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.  
**\*Absolute majority required.**
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

**POLICY IMPLICATIONS**

10. N/A.

**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Reputational/Business Operations:</b> Loss of reputation from not following through on commitments outlined in CBP.	Likely	Minor	Moderate	Staff to review and address areas of concern prior to reconsideration by Council.
<b>Opportunity:</b> Significantly enhanced oversight of CBP Actions, leading to improved community perception of Council leadership.				

**FINANCIAL IMPLICATIONS**

12. N/A.

**LEGAL IMPLICATIONS**

13. N/A.

**ENVIRONMENTAL CONSIDERATIONS**

14. N/A.

**ALTERNATE OPTIONS**

15. Council may choose not to review progress of commitments made in the CBP through the proposed CS Dashboard, and delegate this oversight to the City’s Executive.

**CONCLUSION**

16. It is recommended the CS Dashboard be noted.

<b>Consulted References</b>	:	<ul style="list-style-type: none"> <li>Local Government Act 1995, s5.56</li> <li>Local Government (Administration) Regulations 1996, Reg. 19D</li> <li>IPR Framework and Guidelines 2019</li> </ul>
<b>Previous Reference</b>	:	<ul style="list-style-type: none"> <li>OCM 25/07/2023 - Report Item CCS540</li> </ul>

**CCS571: CONTRACT C23019 – PROVISION OF SECURITY SERVICES**

<b>Proponent / Owner</b>	: City of Albany.
<b>Attachments</b>	: Confidential Attachment Under Separate Cover.
<b>Report Prepared By</b>	: Acting Operations Administration Coordinator (E Tomkinson)
<b>Authorising Officer:</b>	: Executive Director Infrastructure, Development & Environment (P Camins)

**STRATEGIC IMPLICATIONS**

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

**In Brief:**

- Council approval is sought to appoint the preferred tenderer to provide security services for the City of Albany.
- The contract shall be for an initial two (2) year period from 1 November 2023 to 31 October 2025 with an option to extend for a further one (1) year and with a final option to extend for one (1) year.

**RECOMMENDATION**

**CCS571: RESOLUTION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR SUTTON  
SECONDED: COUNCILLOR BROUGH**

**THAT Council ACCEPT the tender RECOMMENDED by the evaluation panel in the Confidential Briefing Note and AWARD Contract C23019 – Provision of Security Services to Southcoast Security Services.**

**CARRIED 11-0**

**CCS571: COMMITTEE RECOMMENDATION**

**MOVED: COUNCILLOR BROUGH  
SECONDED: COUNCILLOR SUTTON**

**THAT the Authorising Officer Recommendation be ADOPTED.**

**CARRIED 11-0**

**CCS571: AUTHORISING OFFICER RECOMMENDATION**

**THAT Council ACCEPT the tender RECOMMENDED by the evaluation panel in the Confidential Briefing Note and AWARD Contract C23019 – Provision of Security Services.**

## BACKGROUND

2. Tenders were called for the Provision of Security Services for a period of up to four (4) years (including options). The tender is seeking to engage an experienced and licensed Security Services Contractor to provide various security services and offer an on-call response service 24 hours per day, 365 days per year.
3. The services include:
  - Security Patrols & Public Convenience Inspections
  - Cash Collection Services
  - Static Guard/Doorman/Security Escort
  - Alarm Callouts and Activation including Emergency/Duress Callouts
  - Wheelchair Storage Shed Access
  - Construction Site Patrols
  - Events Crowd Control
4. The current contract expires 31 October 2023.

## DISCUSSION

5. Tender documents were evaluated using the weighted attribute method. This method scored the evaluation criteria and weights their importance to determine an overall point score for each tender. The criteria are tabled below:-

Criteria	% Weight
Cost	40
Relevant Experience	20
Key Personnel skills and experience	15
Tenderer's Resources	20
Corporate Social Responsibility	5
<b>Total</b>	<b>100</b>

6. A total number of thirteen (13) tender documents were issued with three (3) completed tender documents submitted on or before the stipulated closing date and time.
7. The following table summarises the tenderers and the overall evaluation scores applicable.

Tenderer	Weighted Score
Tenderer A	604.59
Southcoast Security Services	642.92
Tenderer C	397.49

## GOVERNMENT & PUBLIC CONSULTATION

8. A request for tender was published in the West Australian on 16 August 2023 and the Albany Extra on 18 August 2023.

**STATUTORY IMPLICATIONS**

9. Regulation 11 of the Local Government (Functions and General) Regulations 1996 (Regulations) requires Council to publicly tender if the contract is, or is expected to be more, or worth more, than \$250,000.00.
10. Regulation 18 of the Regulations 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 to accept any tender.
11. Regulation 19 of the Regulations requires the Council to advise each tenderer in writing the result of the Council's decision.

**POLICY IMPLICATIONS**

12. The City of Albany Tender Policy and Regional Price Preference Policy are applicable to this item.
13. The value of this tender is expected to exceed \$500,000.00; therefore, Council approval is required as this exceeds the CEO's delegation.

**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Property:</b> <i>Contract personnel have access to facilities after hours and could access confidential information, cause damage or steal items</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Tenderer is assessed on experience and reliability.</i>
<b>Organisation's Operations:</b> <i>Non-compliance, delays or failure to carry out contracted works or business failure</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>General conditional of contract allow for contract termination on the basis of failure to supply services.</i>
<b>Reputation:</b> <i>Community dissatisfied with the standard of behaviour demonstrated by the contractor or dissatisfied that they have not adhered to the agreed open/close times of amenities</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>Daily Patrol forms are required to be completed and provided to the Principal for auditing/compliance purposes. In addition, the provision in the General conditions of contract allow for contract termination on the basis of failure to supply services.</i>
<b>People Health &amp; Safety:</b> <i>Failure to report potential hazards within the community</i>	<i>Unlikely</i>	<i>Major</i>	<i>Medium</i>	<i>Specific contract performance compliance clauses have been included in the contract.</i>
<b>Opportunity:</b> <i>To engage a contractor to protect City Assets from damage and offer a public amenity service to the community and visitors meeting community expectations.</i>				

**FINANCIAL IMPLICATIONS**

15. Each facility maintains individual budgets for security services with the tendered price being shared across the organisation. Each directorate and facility manager has provided for security services in their respective budgets as required.
16. The value of this tender is in excess of \$500,000.00 which exceeds officer delegation and therefore the approval is referred to Council for consideration.

**LEGAL IMPLICATIONS**

17. Nil

**ENVIRONMENTAL CONSIDERATIONS**

18. Nil



**ALTERNATE OPTIONS**

19. Council may accept or reject the tenders as submitted

**CONCLUSION**

20. The City has undergone a competitive process in line with the relevant legislation and established policies. On reviewing the submissions, the evaluation team assessed Southcoast Security Services as the most advantageous tenderer across the evaluation criteria for providing the City's security services. It is recommended that the nominated tenderer be accepted.

<b>Consulted References</b>	:	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing (Tenders & Quotes) Council Policy – Buy Local (Regional Price Preference)
<b>File Number</b>	:	C23019
<b>Previous Reference</b>	:	C19018

**CCS572: ALBANY AIRPORT – RUNWAY 14\_32 SUB-SURFACE DRAINAGE INSTALLATION**

<b>Land Description</b>	: Albany Regional Airport, Drome, Albany
<b>Proponent / Owner</b>	: City of Albany
<b>Business Entity Name</b>	: City of Albany
<b>Attachments</b>	: Commercial in Confidence - Confidential Briefing Note under separate cover.
<b>Report Prepared By</b>	: Acting Team Leader Civil Infrastructure (A. Henderson) Manager Governance & Risk – Airport Accountable Manager (S Jamieson)
<b>Authorising Officers:</b>	: Executive Director Infrastructure, Development & Environment (P Camins) Executive Directors Corporate & Commercial Services (M Gilfellon)

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2032:
  - **Pillar:** Prosperity
  - **Outcome:** 11: A strong, diverse, and resilient economy with work opportunities for everyone.
  - **Objective:** 11.1: Attract, retain, and support a diverse range of businesses and industries to grow the economy and create more local jobs.

**In Brief:**

- Tender award for the installation of sub-surface drainage to runway 14\_32 at Albany Regional Airport.
- Five (5) complying tenders were received, with J & S Castlehow being the recommended contractor.
- Construction is expected to commence in November 2023 with completion in late March 2024.

**RECOMMENDATION**

**CCS572: RESOLUTION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR TERRY  
SECONDED: COUNCILLOR GRIMMER**

**THAT Council AWARD Contract C23014 – Albany Airport – Runway 14\_32 Sub-Surface Drainage Installation to J & S Castlehow as detailed in the Confidential Briefing Note attached to this report.**

**CARRIED 11-0**

**BACKGROUND**

2. Albany Regional Airport is owned and operated by the City of Albany. The airport caters for a range of users including:
  - Regular public transport (61,257 passengers FY 2022/23). This service is currently operated by Regional Express (Rex) Airlines using SAAB 340B aircraft with up to 23 flights per week.
  - Charter flights, which are operated by Virgin Australia (Virgin) using Fokker F100 for Rio Tinto’s fly-in fly-out (FIFO) workforce living in Albany area;
  - Emergency Services, such as Royal Flying Doctor Services (RFDS);
  - Department of Biodiversity, Conservation and Attractions (DBCA), Fire Suppression Aircraft (fixed wing water bombers); and
  - General aviation
3. Virgin Australia have recently announced a replacement program for their current fleet of Fokker F100 aircraft to larger aircraft (such as the Boeing 737-700). The proposed replacement aircraft are larger than the Fokker F100 and will require upgrades to the current Airport pavement to accommodate.
4. Consulting Engineers have recommended the installation of subsoil drainage to not only preserve the life of the current pavement but to improve the subgrade pavement strength.
5. The current subgrade strength is inadequate for the operation of Fokker F100 and larger aircraft, including the operation of the State fire suppression Large Aerial Tankers (LATs), such as the C130 Hercules.
6. Consulting Engineers have advised a reduction in subsurface moisture will improve the subgrade strength of the runway.
7. Design and specification documentation was prepared by the City of Albany to the stage of ‘Issued for Tender’.
8. The tender was open from 2<sup>nd</sup> August 2023 to 14<sup>th</sup> September 2023.

**DISCUSSION**

9. A total of twenty-four (24) tender documents were issued by the City of Albany.
10. Five (5) complete tender documents were submitted on or before the stipulated closing date and time.
11. The tenders were evaluated using the weighted attributes methodology. This method scores the evaluation criteria and weights their importance to determine an overall point score for each tender. The criteria are tabled below:

Criteria	% Weighting
Cost	20%
Relevant Experience	25%
Demonstrated Understanding	25%
Tenderers Resources Key Personnel Skills and Experience	25%
Corporate Social Responsibility	5%
<b>Total</b>	<b>100%</b>

12. The following table summarises the tenderers and their weighted scores:

Tenderer	Weighted Score
Tenderer A	536.11
Tenderer B	594.94
Tenderer C	408.33
Tenderer D	596.85
J & S Castlehow	738.77

### GOVERNMENT & PUBLIC CONSULTATION

13. All relevant Government departments including the Civil Aviation Authority and Department of Parks and Wildlife will be consulted on this project.
14. Public consultation will include REX Airlines, Virgin Airlines Australia, Royal Flying Doctors Services and general aviation airport users.
15. A request for tenders was published in the West Australian on Wednesday 2<sup>nd</sup> August 2023 and the Albany Advertiser Extra on Friday 4<sup>th</sup> August 2023.

### STATUTORY IMPLICATIONS

16. Regulation 11 of the Local Government (Functions and General) Regulations 1996 (Regulations) requires Council to publicly tender if the contract is, or is expected to be, more, or worth more than \$250,000.
17. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
18. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

### POLICY IMPLICATIONS

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

### RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Service Delivery Interruption</b> <i>Airport runway pavement failure causing flights to be cancelled</i>	<i>Possible</i>	<i>Severe</i>	<i>High</i>	<i>Continual monitoring, improvements, and upgrades to runway as recommended.</i>
<b>Financial &amp; Reputation</b> <i>Airport pavement strength unable to accommodate FIFO charter aircraft operation.</i> <i>The F100 at 50 tonnes and B737 at 80 tonnes exceed the structural capacity of the pavement and will result in significant damage to the pavement requiring frequent large maintenance activities.</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Based on the draft business case, it is considered appropriate to progress the proposed works to improve the strength of the sub-grade, through the reduction in sub-surface moisture.</i> <i>The reduction in sub-surface moisture will improve the subgrade strength, allowing for the operation of larger aircraft.</i>

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Financial &amp; Reputation</b> <i>There is a risk that if the City was to pursue upgrading the Airport to a higher aerodrome classification (i.e. Code 4) the proposed works would be sacrificial.</i>	Rare	Severe	Medium	<i>Base any future runway expansion on sound business analysis, noting the draft business case has determined that there is insufficient demand to justify widening and lengthening the main runway to allow for larger aircraft in the short to medium term.</i>
<b>Finance</b> <i>Non-compliance with contract or business failure</i>	Unlikely	Moderate	Medium	<i>Standard general conditions of contract protect the City by allowing for contract termination on the basis of failure to supply goods and services.</i>
<b>Opportunity:</b> <i>The sub-surface drainage installation project at Albany Regional Airport presents several opportunities for improvement. These include enhanced airport services, continued revenue through landing fees generated from accommodating large aircraft, continued support to our FIFO workforce based in the Albany area resulting in potential economic development, and a strengthened reputation. These opportunities, when leveraged, can contribute positively to the airport's growth, regional development, and overall competitiveness for hosting FIFO employees.</i>				

### FINANCIAL IMPLICATIONS

21. The value of this tender is in excess of \$500,000 and therefore approval is referred to Council for consideration.
22. More detailed information regarding the financial implications are contained in the Confidential Briefing Note.
23. Funding for this project is from the City of Albany's municipal budget.

### LEGAL IMPLICATIONS

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

### ENVIRONMENTAL CONSIDERATIONS

25. There is no vegetation clearing as part of this contract. Dumping of spoil will be localised within the Airport and will occur on open clear land.

### ALTERNATE OPTIONS

26. The options are:
  - a. Council may elect to accept the recommended tender; or
  - b. Not approve any tender.

### CONCLUSION

27. It is recommended, based on the evaluation scoring, clarification, and financial check processes that the tender be awarded to J & S Castlehow.

<b>Consulted References</b>	:	1. <i>Local Government (Functions and General) Regulations 1995</i> 2. <i>Council Policy – Purchasing</i> 3. <i>Council Policy – Buy Local (Regional Price Preference)</i>
<b>File Number</b>	:	C23014
<b>Previous Reference</b>	:	N/A

**CCS573: COMMITTEE NOMINATIONS AND APPOINTMENT**

**Attachments** : Governance and Meeting Framework  
**Report Prepared By** : Manager Governance and Risk (S Jamieson)  
**Authorising Officer:** : Chief Executive Officer (A Sharpe)

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - **Pillar:** Leadership.
  - **Outcomes:** Provide strong, accountable leadership.

**In Brief:**

- Committee membership ceases at the time of the local government election held on 21 October 2023.
- Nominations and appointments to committees are to be made at the first Ordinary Council Meeting held post the 2023 ordinary local government election.

**RECOMMENDATION**

**CCS573: RESOLUTION**  
**VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**MOVED: COUNCILLOR SUTTON**  
**SECONDED: COUNCILLOR MCKINLEY**

**THAT Council APPOINT the nominated elected members to the following Committees:**

**COMMITTEES OF COUNCIL**

**Audit and Risk Committee – Statutory Requirement**

1. Mayor Stocks	4. Councillor Traill	7. Councillor Brough
2. Councillor Terry	5. Councillor MacLaren	
3. Councillor McKinley	6. Councillor Cruse	

**Chief Executive Officer Performance Review Committee – Statutory Requirement**

1. Mayor Stocks	4. Councillor Traill
2. Councillor Terry	
3. Councillor McKinley	

**Community and Corporate Services Committee**

1. Mayor Stocks	6. Councillor Sutton	11. Councillor McKinley
2. Councillor Cruse	7. Councillor Grimmer	
3. Councillor Traill	8. Councillor Terry	
4. Councillor Brough	9. Councillor Lionetti	
5. Councillor Baesjou	10. Councillor MacLaren	

**Development and Infrastructure Services Committee**

1. Mayor	6. Councillor Sutton	11. Councillor MacLaren
2. Councillor Cruse	7. Councillor Grimmer	
3. Councillor Traill	8. Councillor Terry	
4. Councillor Brough	9. Councillor Lionetti	
5. Councillor Baesjou	10. Councillor McKinley	

**ADVISORY COMMITTEES**

**Airport Emergency Committee – Statutory Requirement**

1. Councillor Sutton
2. Councillor Brough

**Bush Fire Advisory Committee (BFAC)**

1. Councillor Brough	4. Councillor Terry
2. Councillor Traill	
3. Councillor Grimmer	

**Local Emergency Management Committee (LEMC) – Statutory Requirement**

1. Councillor Brough
2. Councillor Sutton

**WORKING GROUPS**

**Communications & Engagement Advisory Group – Operational Working Group**

1. Councillor Grimmer
2. Councillor MacLaren

**National Anzac Centre Advisory Group – Operational Working Group**

1. Mayor Stocks
2. Deputy Mayor Terry-Proxy

**Waste Management Working Group – Strategic & Operational Working Group**

1. Councillor Terry
2. Councillor Lionetti
3. Councillor Cruse
4. Councillor Grimmer

**EXTERNAL COMMITTEE AND WORKING GROUP REPRESENTATION**

**Great Southern Joint Development Assessment Panel**

- |   |
|---|
| 1. Deputy Mayor Councillor Terry (Member 1) |
| 2. Mayor Stocks (Member 2)                  |
| 3. Councillor Traill (Alternate Member 1)   |
| 4. Councillor MacLaren (Alternate Member 2) |

**Great Southern Recreation Advisory Group (GSRAG)**

- |                      |
|----------------------|
| 1. Councillor Traill |
| 2. Councillor Sutton |

**Great Southern Regional Road Group**

- |                        |
|------------------------|
| 1. Councillor Lionetti |
| 2. Councillor Grimmer  |

**South Coast Alliance Inc.**

- |                                  |
|----------------------------------|
| 1. Mayor Stocks                  |
| 2. Deputy Mayor Councillor Terry |
| 3. Councillor MacLaren           |

**Western Australian Regional Capitals Alliance Group**

- |  |
|--|
| 1. Mayor Stocks                          |
| 2. Proxy – Deputy Mayor Councillor Terry |

**WA Local Government Association (WALGA) Great Southern Zone**

- |                                  |
|----------------------------------|
| 1. Mayor Stocks                  |
| 2. Deputy Mayor Councillor Terry |
| 3. Councillor MacLaren (Reserve) |
| 4. Councillor Brough (Reserve)   |

**WALGA Road Wise Advisory Committee**

- |                        |
|------------------------|
| 1. Councillor Lionetti |
| 2. Councillor Sutton   |

**CARRIED 11-0  
ABSOLUTE MAJORITY**



## BACKGROUND

2. In accordance with Section 5.11(1)(d) of the Local Government Act 1995 (the Act), a person's membership of a committee is valid until the next ordinary local government election.
3. Therefore, nominations will be called for membership of all Council and external committees at the first Ordinary Council Meeting following the election on 21 October 2023.
4. Reports for consideration by Council are generally referred through a Council Committee. Committees operated within a functional, transparent and legally compliant meeting framework.
5. The Terms of Reference and purpose of each committee are defined in the Governance and Meeting Framework.
6. Committees have no delegated authority and make recommendations for consideration by Council at Ordinary Council Meetings.

## DISCUSSION

7. All elected members are appointed as members of the Community and Corporate Services Committee and the Development and Infrastructure Services Committee.
8. Nominations will be called for all other committee vacancies.
9. In the event that the number of nominations exceed the number of vacancies on a committee, a ballot will be conducted and membership will be determined by a vote.
10. The Mayor may express a wish to be a member of any committee, and will duly be appointed as a member of that committee.
11. Each Council Committee will appoint a Chair and Deputy Chair from amongst the members at the first meeting held after appointment of committee members by calling for nominations for these positions.

### Joint Development Assessment Panel

12. Members of the JDAP are required to undertake mandatory training. Due to this requirement, the JDAP does not require new elected member appointments following each local government election, unless a JDAP member is no longer a councillor.
13. Current elected representatives on the JDAP are:
  - Mayor Wellington (Member 1)
  - Councillor Terry (Member 2)
  - Councillor Stocks (Alternate Member 1)
  - Councillor Thomson (Alternate Member 2).

### Chief Executive Officer Performance Review Committee

14. All members of the CEO Performance Review Committee must undertake the CEO Performance Review Training provided by WALGA within six months of appointment to this committee.
15. An abridged version of the Terms of Reference for each committee follows:

## COMMITTEES OF COUNCIL

### **Audit and Risk Committee**

The Audit and Risk Committee is responsible for assisting Council to discharge its responsibilities with regard to the exercise of due care, diligence and skill in relation to:

- Reporting of financial information;
- Application of accounting policies;
- Management of the financial affairs of the City; and
- Assessment of the adequacy of the management of risk, internal controls and legislative compliance.

**Membership:** Minimum of four and maximum of seven elected members.

**Meeting Schedule:** As required, minimum of three per calendar year.

**Meeting Location:** Council Chambers

**Directorate:** Office of the CEO and Corporate and Commercial Services.

**Executive Officers:** Chief Executive Officer, Executive Director Corporate and Commercial Services, Manager Governance and Risk, Manager Finance.

### **Chief Executive Officer Performance Review Committee**

The CEO Performance Review Committee is responsible for reviewing the performance of the CEO in accordance with the CEO Performance Review Process Policy.

**Chairperson:** Mayor.

**Membership:** Mayor and three elected members.

**Meeting Schedule:** As required (refer to contract of employment).

**Meeting Location:** As determined.

**Executive Officers:** Manager People and Culture, Manager Governance and Risk and an independent/external person appointed by a resolution of Council.

### **Community and Corporate Services Committee**

The Community and Corporate Services Committee is responsible for the following functions:

- **Community Services**-delivery of the outcomes defined in the Strategic Community Plan 2032 under the People Pillar and the Leadership Pillar:
  - ❖ Diverse and inclusive community;
  - ❖ Happy, healthy and resilient community; and
  - ❖ A well-informed and engaged community.
- **Corporate and Commercial Services**-delivery of the outcomes defined in the Strategic Community Plan 2032 under the People Pillar, Leadership Pillar, Planet Pillar and Prosperity Pillar:
  - ❖ A safe community;
  - ❖ A resilient community that can withstand, adapt to and recover from natural disasters;
  - ❖ A strong, diverse and resilient economy with work opportunities for everyone;
  - ❖ A highly sought after tourism destination;
  - ❖ Monitoring and commenting on the financial health and strategies of the City;
  - ❖ Proactive visionary leaders who are aligned with community needs and values; and
  - ❖ Strong workplace culture and performance.
  - ❖ Service complaint internal review.

**Membership:** Open to all elected members.

**Meeting Schedule:** Monthly.

**Meeting Location:** Council Chambers.

**Directorates:** Corporate and Commercial Services and Community Services.

**Executive Officers:** Executive Director Corporate and Commercial Services and Executive Director Community Services.

### **Development and Infrastructure Services Committee**

The Development and Infrastructure Services Committee is responsible for delivery of the outcomes defined in the Strategic Committee Plan 2032 under the People Pillar, Planet Pillar and Place Pillar:

- ❖ Sustainable management of natural areas, balancing conservation with responsible access and enjoyment;
- ❖ Shared responsibility for climate action;
- ❖ Responsible growth, development and urban renewal;
- ❖ Interesting, vibrant and welcoming places;
- ❖ Local history, heritage and character is valued and preserved; and
- ❖ A safe sustainable and efficient transport network.

**Membership:** Open to all elected members.

**Meeting Schedule:** Monthly.

**Meeting Location:** Council Chambers.

**Directorates:** Infrastructure, Development and Environment

**Executive Officers:** Executive Director Infrastructure, Development and Environment, Manager Planning and Building, Manager Engineering and Sustainability.

## **ADVISORY COMMITTEES**

### **Airport Emergency Management Committee**

The Airport Emergency Management Committee is established under the *Civil Aviation Act (1998)* and the *Emergency Management Act 2005* in direct relationship with the Albany Regional Airport. This committee is responsible for ensuring the currency of the Airport Emergency Plan and associated procedures in support of response and recovery agencies plans.

**Membership:** Minimum of one and maximum of two elected members.

**Meeting Schedule:** As required.

**Directorate:** Corporate and Commercial Services.

**Executive Officers:** Manager Governance and Risk (Airport Operations), Designated Senior Airport Reporting Officer.

### **Bush Fire Advisory Committee BFAC)**

Responsible for reviewing administrative and resourcing recommendations from the Bush Fire Advisory Group related to Volunteer Bush Fire Brigades within the City of Albany. This Committee is also responsible for providing advice to Council on matters pertaining to the *Bush Fires Act 1954*, Bush Fire Risk Management and Mitigation.

**Membership:** Up to four elected members. Chairperson must be an elected member to be elected from the Committee.

**Meeting Schedule:** As required.

**Meeting Location:** Council Chambers.

**Directorate:** Corporate and Commercial Services.

**Executive Officers:** Executive Director Corporate and Commercial Services, Manager Public Health and Safety.

### **Local Emergency Management Committee (LEMC)**

The *Emergency Management Act 2005* requires that local governments are to ensure that local emergency management arrangements are prepared and maintained for the local government district.

The LEMC is responsible for:

- Advising and assisting the City of Albany to ensure that local emergency management arrangements are established for its district.
- Liaising with public authorities and other persons or entities in the development, review and testing of local emergency management operations; and
- Carrying out other emergency management activities as required by the City of Albany Emergency Management Plan or as prescribed by legislation and regulations.

**Membership:** membership is extended to include representatives from agencies, organisations and community groups with expertise relevant to the identified community hazards and risks and emergency management arrangements.

**Chairperson:** Elected member appointed by Council.

**Meeting Schedule:** Quarterly as required.

**Meeting Location:** Council Chambers.

**Directorate:** Corporate and Commercial Services.

**Executive Officers:** Chief Executive Officer, Executive Director Corporate and Commercial Services, Manager Public Health and Safety, Community Emergency Safety Manager (CESM).

## **WORKING GROUPS**

### **Communications and Engagement Advisory Group**

This Group is responsible for monitoring and reporting on the implementation of the Communications and Engagement Strategy.

**Membership:** Two elected members.

**Meeting Schedule:** Quarterly.

**Meeting Location:** Margaret Coates Boardroom or an appropriate venue which will be advised in the Advisory Group Meeting Agenda.

**Directorate:** Community Services.

**Executive Officers:** Manager Community Relations, Communications Coordinator.

### **National Anzac Centre Advisory Group**

The National Anzac Centre Advisory Group is comprised of an independent Chair and representatives of external stakeholders, the Mayor of the City of Albany and the CEO of the City of Albany.

The NACAG is responsible for:

- Providing expert input to the City of Albany to ensure the continued public appeal, positive visitor experience and financial sustainability of the National Anzac Centre;
- Assisting with identifying funding opportunities to provide new and refreshed visitor experiences within the National Anzac Centre and its associated precinct;
- Providing advice as to how to continually raise the profile of the National Anzac Centre as an iconic heritage tourism asset and build upon its current success in increasing visitation to the region; and
- Ensuring the NAC interpretive component remains relevant, refreshed and consistent with a high quality contemporary museum standard.

**Membership:** Mayor.

**Meeting Schedule:** Twice per year.

**Meeting Location:** One meeting per year by teleconference and the other in person, either in Perth or Albany.

**Directorate:** Community Services.

**Executive Officers:** Executive Director Community Services, Chief Executive Officer.

### **Waste Management Working Group**

The Waste Management Working Group's function is to:

- Assist in reporting to Council the implementation of the City's Strategic Waste Management Plan;
- Assist in engaging with Council to communicate progress in the establishment of a new waste facility;
- Contribute to the review of public consultation during the site selection process of the proposed waste facility;
- Assist in submitting relevant actions of the City Waste Facility Project Plan for budgetary consideration; and
- Provide continuous engagement between Council and staff to assist in the delivery of the City's waste services.

**Membership:** Three elected members.

**Meeting Schedule:** Quarterly. Special meetings may be called as needed.

**Meeting Location:** AWARE Centre Hanrahan Road.

**Directorate:** Infrastructure, Development and Environmental Services.

**Executive Officers:** Executive Director Infrastructure, Development and Environment, Manager City Engineering.

### **Great Southern Joint Development Assessment Panel**

The JDAP is an independent decision-making body comprised of three technical experts and two elected local government representatives. The JDAP determines development applications made under local and regional planning schemes, in the place of the City of Albany Council.

**Membership:** Two elected members and two reserves.

**Directorate:** Infrastructure, Development and Environment Services.

### **Great Southern Recreation Advisory Group (GSRAG)**

The Great Southern Recreation Advisory Group meets regularly to discuss and develop community sport and recreation opportunities for residents and visitors of the Great Southern.

**Membership:** Two elected members.

**Meeting Schedule:** Quarterly.

**Meeting Location:** Department of Sport and Recreation Albany.

**Directorate:** Community Services.

### **Great Southern Regional Road Group**

The function of this group is to allocate State government funding for regional road maintenance and construction and oversee the implementation of State government 'Black Spot' funding.

**Membership:** Two elected members.

**Meeting Schedule:** Quarterly meetings 10.00am to 3.00pm.

**Meeting Location:** Various.

**Directorate:** Infrastructure, Development and Environment Services.

### **South Coast Alliance Incorporated**

The Alliance is comprised of representatives from the City of Albany, Shire of Denmark and Shire of Plantagenet. The Alliance was formed to promote collaborative economic development in the region through advocacy, economic development and tourism efficiency.

**Membership:** Three elected members.

**Meeting Schedule:** Monthly.

**Meeting Location:** Various.

**Directorate:** Office of the CEO.

### **WALGA-Road Wise Advisory Committee**

the function of the Road Wise Advisory Committee is to facilitate road safety programs.

**Membership:** Two elected members.

**Meeting Schedule:** Quarterly 10.00am to 3.00pm.

**Meeting Location:** Various.

**Directorate:** Infrastructure, Development and Environment.

### **WALGA Great Southern Zone**

WALGA advocates on behalf of the State's 142 Local Governments and negotiates service agreements for the sector.

**Membership:** Two elected members and two reserves.

**Meeting Schedule:** Quarterly meetings 10.00am to 3.00pm.

**Location:** Various.

**Directorate:** Office of the CEO.

**Western Australian Regional Capitals Alliance Group**

The Western Australian Regional Capitals Alliance Group was formed to prepare and subsequently review a Strategic and Financial Plan every two years.

**Membership:** Council Representative (Mayor) and the Chief Executive Officer of the City of Albany.

**Directorate:** Office of the CEO.

**GOVERNMENT & PUBLIC CONSULTATION**

16. The *Local Government Act 1995* and supporting legislation and the Department of Local Government *Operational Guidelines* are referenced.

**STATUTORY IMPLICATIONS**

17. There is a statutory requirement for council to form an Audit Committee.
18. In accordance with s5.11(2)(d) of the *Local Government Act 1995*, a person’s membership of a committee continues until the next ordinary local government election.
19. Division 2, Part 5 of the *Local Government Act 1995* deals with Council meetings and committees and their meetings.
20. Appointment to committees is by **Absolute Majority**.

**POLICY IMPLICATIONS**

21. There are no policy implications attached to this report unless the Terms of Reference for a committee are to be amended.
22. It should be noted that the total number of elected members following the Ordinary Local Government election on 21 October 2023 will be reduced to 11.
23. Council may wish to consider amending the Terms of Reference to ensure that a quorum is achievable for a committee with a reduced membership.

**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Business Operation.</b> <i>Members are not appointed to committees.</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>Elected Members are appointed to committees at a future Council meeting. Officer reports and recommendations to be considered by the whole of Council at Ordinary Council Meetings.</i>

**FINANCIAL IMPLICATIONS**

25. A budget line exists for the cost of administering committees, including representation on external committees.

**LEGAL IMPLICATIONS**

26. The legal implication is directly related to compliance with legislation, including specific provisions of the *Local Government Act 1995*, subdivision 2-Committees and their meetings.

**ENVIRONMENTAL CONSIDERATIONS**

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

**ALTERNATE OPTIONS**

28. Elected members may reserve the right to nominate for committees at a later date providing that vacancies exist on those committees.

<b>Consulted References</b>	:	<i>Local Government Act 1995</i> <i>City of Albany Governance and Meeting Framework</i> <i>Planning and Development (Development Assessment Panels) Regulations 2011</i> <i>Department of Local Government Operational Guidelines</i>
<b>File Number</b>	:	FM.MEE.3 Audit and Risk Committee CM.MEE.12 Community and Corporate Services Committee CM.MEE.13 Development and Infrastructure Services Committee



**DIS369: PLANNING AND BUILDING REPORTS SEPTEMBER 2023**

**Proponent / Owner** : City of Albany  
**Attachments** : Planning and Building Reports September 2023  
**Report Prepared By** : Technical Support Officer (A James)  
**Authorising Officer:** : Manager Planning and Building Services  
(J van der Mescht)

**RECOMMENDATION**

**DIS369: RESOLUTION**  
**VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR TRAILL**  
**SECONDED: COUNCILLOR BAESJOU**

**THAT the Planning and Building Reports for September 2023 be NOTED.**

**CARRIED 11-0**

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

There being no further business the Presiding Member declared the meeting closed at **7.44PM**.

*(Unconfirmed Minutes)*

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Gregory B Stocks  
**MAYOR**

**TABLED ADDRESS BY COUNCILLOR MACLAREN**

3 minutes for Deputy

Members, each of us have stood here on our first day of being a Councillor, hoping we will do our best in our new role.

The people of Albany are looking at us for leadership, for integrity, for fairness. They want us to guide the City to achieve our shared vision on time and on budget.

Little more than one third of eligible voters went to the polls to choose their Mayor and Councillors.

Albany is a diverse community and I'm proud to be elected because it isn't easy to capture people's attention and encourage them to the polls in a voluntary election.

Only 38% voted but we represent 100% of Albany.

Our duty is to provide leadership for all of Albany, including many communities we don't see represented here. The most obvious gap is lack of representation of the Menang people of the Noongar nation.

The second most obvious deficit is women.

I am highly qualified for Deputy Mayor because I am an accomplished leader and a highly skilled communicator - I make a living as a professional development trainer.

I am approachable, respectful and have over 30 years' experience in building consensus.

You can rely on me to speak up for the best outcome and to support not only our new Mayor but the Council as a whole.

I have life experience as a migrant, common to so many in Albany. And I lived and worked in our metropolitan city, in state parliament, where my role representing a large region of over 400,000 people of many walks of life has given me a depth and breadth of experience from which to learn.

While this is my first time in Albany Council, I have a wealth of experience to draw from in previous roles.

It is a strength to have a leadership team which more closely reflects the diversity in the community we lead.

Of the 15 people who put their hand up for Council, only 3 were women and I was the only one to win a seat on Council

I can bring fresh eyes to the Council, life experience and an open mindset. If you believe our City's diversity is something to be proud of, vote for me.

If you believe that women are under represented in leadership roles, then today is your opportunity to do something about that.

Albany deserves the best Council we can create together.

**TABLED ADDRESS BY COUNCILLOR MACLAREN**

4 minutes for report

Acknowledge the Menang people of the Noongar nation whose sovereignty was never ceded, pay respects to their elders, past present and emerging.

Pay respects also to Ken Kelly and Lindsay Dean who put their hands up for Council but were not successful on this occasion. Also appreciate and acknowledge that Jon Doust and Jen McRae were in the mix and offered greater diversity of skills and interests. To all candidates, I offer my appreciation for putting your hands up!

Congratulations to Greg - I look forward to working with you. And congratulations to Mario and Craig, the Class of '23, who are on the same learning curve. Good luck to each of you.

Thanks to the CEO and the staff of the City of Albany who have given interesting and informative inductions this past week so we can hit the ground running tonight.

Introduction

I am here to contribute my views and work towards sensible solutions to give the Albany community hope for a future rich in biodiversity, housing diversity, and sustainable living.

I would not be here without the support of my friends and family who are in the public gallery. They contributed their enthusiasm, letterboxing, skills, creativity, and have offered up their verges and front fences for posting signs. They saw a need for a voice like mine in Council and they worked to spread the word to others.

On Council I am dedicated to

- listening to the views of the community and the wisdom of the many people who live and work in Albany.
- I will speak up for the wildlife who do not have a voice, for the natural landscapes that give us so much peace and enjoyment, for the biodiversity that keeps our planet healthy.

- I will weigh up the decisions we are making considering the wisdom of the elders when it is shared.
- I will consider impacts on our most vulnerable people, those who are doing it tough and work to ease their burdens.

Some of our community are at risk of homelessness, they face housing insecurity, even if they have two incomes. Some struggle on low incomes as the cost of living rises. These are people who need our advocacy and support.

There is an extinction crisis unfolding globally. In this place, wealthy in biodiversity, we are feeling the crunch of loss of habitat. We need to work to restore and conserve our native forests and bushlands, to protect our wetlands and keep our waterways clean.

As Albany grows we need to ensure we stay true to our values.

There is much we can achieve for Albany, and I am dedicated to working in this Council to achieve Albany's vision.

**TABLED ADDRESS BY ANNABEL PAULLEY**

My name is Annabel Paulley and I live at 38 Parker Street, Lockyer. I acknowledge the Menang peoples as the traditional owners of the land on which we meet tonight, and pay respects to their Elders – past, present and emerging.

We would like to welcome the new Mayor and Councillors. I speak on behalf of the Friends of Yakamia Forest... and it's a very valuable boodja which we would like to see completely protected ..... protected for future generations, for cooling our environment, for critically-endangered wildlife and for the entire ecosystem which the old-growth trees and other vital vegetation support.

In order to preserve all the native vegetation on Lot 4743, we have housing development and road network options. We will propose these options in our submission to the upcoming draft North Albany District Structure Plan. Under Mayor Stocks' new leadership, we also hope to openly discuss these options with the new council. We encourage you to give these options your full consideration and action.

Our group will be in contact soon to invite new councillors on a guided tour of the different types of vegetation on Lot 4743 with a local botanist so that you can see and know how amazing it is. Existing councillors are also welcome.  
Thank you.