



AGENDA

CORPORATE SERVICES AND FINANCE COMMITTEE MEETING

11 October 2016

6.00pm

City of Albany Council Chambers

**CITY OF ALBANY
COMMUNITY STRATEGIC PLAN (ALBANY 2023)**

VISION

Western Australia's most sought after and unique regional city to live, work and visit.

VALUES

All Councillors, Staff and Volunteers at the City of Albany will be...

Focused: on community outcomes

This means we will listen and pay attention to our community. We will consult widely and set clear direction for action. We will do what we say we will do to ensure that if it's good for Albany, we get it done.

United: by working and learning together

This means we will work as a team, sharing knowledge and skills. We will build strong relationships internally and externally through effective communication. We will support people to help them reach their full potential by encouraging loyalty, trust, innovation and high performance.

Accountable: for our actions

This means we will act professionally using resources responsibly; (people, skills and physical assets as well as money). We will be fair and consistent when allocating these resources and look for opportunities to work jointly with other directorates and with our partners. We will commit to a culture of continuous improvement.

Proud: of our people and our community

This means we will earn respect and build trust between ourselves, and the residents of Albany through the honesty of what we say and do and in what we achieve together. We will be transparent in our decision making and committed to serving the diverse needs of the community while recognising we can't be all things to all people.

TERMS OF REFERENCE

(1) Function:

The Corporate Services and Finance Committee will monitor and comment on the financial health and strategies of Council and will be responsible for the delivery of the following Civic Leadership Objectives contained in the City of Albany Strategic Plan:

- (a) To establish and maintain sound governance structures;
- (b) To provide strong, accountable leadership supported by a skilled and professional workforce;
- (c) To engage effectively with our community.

(2) It will achieve this by:

- (a) Monitoring and commenting on the financial health and strategies of Council;
- (b) Developing policies and strategies;
- (c) Establishing ways to measure progress;
- (d) Receiving progress reports;
- (e) Considering officer advice;
- (f) Debating topical issues;
- (g) Providing advice on effective ways to engage and report progress to the Community; and
- (h) Making recommendations to Council.

(3) Chairperson: *Councillor Elect*

(4) Membership: *Mayor Wellington, Councillor Goode, Councillor Stocks, Councillor Mulcahy, Councillor Hollingworth, Councillor Shanhun, Councillor Hammond, Councillor Terry, Councillor Dowling, Councillor Price, Councillor Smith, Councillor Moir, Councillor Sutton*

(5) Meeting Schedule: 2ND Tuesday of the Month

(6) Meeting Location: Council Chambers

(7) Executive Officer: Executive Director Corporate Services

(8) Delegated Authority: None

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1. DECLARATION OF OPENING

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 both past and present”.

3. RECORD OF APOLOGIES AND LEAVE OF ABSENCE

Mayor

D Wellington

Councillors:

Member

G Stocks (Chair)

Member

A Goode JP (Deputy Chair)

Member

P Terry

Member

J Shanahun

Member

R Hammond

Member

J Price

Member

N Mulcahy

Member

C Dowling

Member

A Moir

Member

R Sutton

Member

B Hollingworth

Member

S Smith

Staff:

Chief Executive Officer

A Sharpe

Executive Director Corporate Services

M Cole

Manager Finance

D Olde

Meeting Secretary

H Bell

Apologies:

4. DISCLOSURES OF INTEREST

Name	Committee/Report Item Number	Nature of Interest

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

7. PETITIONS AND DEPUTATIONS

8. CONFIRMATION OF MINUTES

DRAFT MOTION

THAT the minutes of the Corporate Services and Finance Meeting held on 13 September 2016, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

9. PRESENTATIONS

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

CSF271: FINANCIAL ACTIVITY STATEMENT – AUGUST 2016

Proponent : City of Albany
Report Prepared by : Manager Finance (D Olde)
Responsible Officer : Executive Director Corporate Services (M Cole)

Responsible Officer's Signature:



RECOMMENDATION

CSF271: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Financial Activity Statement for the period ending 31 August 2016

BACKGROUND

1. The Statement of Financial Activity for the period ending 31 August 2016 has been prepared and is attached.
2. In addition to the statutory requirement to provide Council with a Statement of Financial Activity, the City provides Council with a monthly investment summary to ensure the performance of the investment portfolio is in accordance with anticipated returns and complies with the Investment of Surplus Funds Policy.

DISCUSSION

3. In accordance with section 34(1) of the *Local Government (Financial Management) Regulations 1996*, the City of Albany is required to prepare each month a Statement of Financial Activity reporting on the revenue and expenditure of the local authority.
4. The requirement for local governments to produce a Statement of Financial Activity was gazetted in March 2005 to provide elected members with a greater insight in relation to the ongoing financial performance of the local government.
5. Additionally, each year a local government is to adopt a percentage or value to be used in Statements of Financial Activity for reporting material variances. Variations in excess of \$50,000 are reported to Council.
6. These financial statements are still subject to further yearend adjustments and have not been audited by the appointed auditor.

"Please note 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

7. Section 34 of the *Local Government (Financial Management) Regulations 1996* provides:
- I. A local government is to prepare each month a statement of financial activity reporting on the source and application of funds, as set out in the annual budget under regulation 22 (1)(d), for that 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);
 - b. budget estimates to the end of the month to which the statement relates;
 - c. actual amounts of expenditure, revenue and income to the end of the month to which the statement relate
 - 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 month to which the statement relates.
 - II. Each statement of financial activity is to be accompanied by documents containing –
 - a. an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - b. an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - c. such other supporting information as is considered relevant by the local government.
 - III. The information in a statement of financial activity may be shown –
 - a. according to nature and type classification;
 - b. by program; or
 - c. by business unit.
 - IV. A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –
 - a. presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - b. recorded in the minutes of the meeting at which it is presented.

POLICY IMPLICATIONS

8. The City's 2016/17 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 2016 has been incurred in accordance with the 2016/17 proposed budget parameters.
11. Details of any budget variation in excess of \$50,000 (year to date) follow. There are no other known events which may result in a material non recoverable financial loss or financial loss arising from an uninsured event.

File Number (Name of Ward)	FM.FIR.2 - All Wards
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CSF272: LIST OF ACCOUNTS FOR PAYMENT – SEPTEMBER 2016

Proponent : City of Albany
Attachments : List of Accounts for Payment
Report Prepared by : Financial Accountant (S Beech)
Responsible Officer : Executive Director Corporate Services (M Cole)

Responsible Officer’s Signature:

RECOMMENDATION

CSF272: RESPONSIBLE OFFICER RECOMMENDATION

That Council received the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 September 2016 totalling \$9,305,526.27.

BACKGROUND

- 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.

DISCUSSION

- The table below summarises the payments drawn from the municipal fund for the period ending 15 September 2016. Please refer to the Attachment to this report.

Municipal Fund	
Trust	\$217,916.80
Credit Cards	\$21,393.32
Payroll	\$2,001,086.97
Cheques	\$79,012.60
Electronic Funds Transfer	\$6,986,116.58
TOTAL	<u>\$9,305,526.27</u>

- As at 15 September 2016, the total outstanding creditors, stands at \$414,909.57 and made up as follows:-

Current	\$296,396.20
30 Days	\$119,640.93
60 Days	- \$9.80
90 Days	-\$1117.76
TOTAL	<u>\$414,909.57</u>

Cancelled cheques – 31027 & 31049 – incorrect amounts – to be reissued.

STATUTORY IMPLICATIONS

4. 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.
5. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
6. 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.

POLICY IMPLICATIONS

7. Expenditure for the period to 15 September 2016 has been incurred in accordance with the 2016/2017 budget parameters.

FINANCIAL IMPLICATIONS

8. Expenditure for the period to 15 September 2016 has been incurred in accordance with the 2016/2017 budget parameters.

SUMMARY CONCLUSION

9. That list of accounts have been authorised for payment under delegated authority.
10. 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.

File Number (Name of Ward)	:	FM.FIR.2 - All Wards
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CSF273: DELEGATED AUTHORITY REPORTS

Proponent : City of Albany
Attachments : Executed Document and Common Seal Report
Report Prepared by : Personal Assistant to the ED Corporate Services (H Bell)
Responsible Officer : Chief Executive Officer (A Sharpe)

Responsible Officer's Signature:



RECOMMENDATION

CSF273: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Delegated Authority Reports 16 Aug 2016 to 15 September 2016.

CSF274: ADOPTION OF FOUNDATION PARK IMPROVEMENT PLAN

Land Description	: Lots 176, 177, 178 Parade Street, Albany Lots 203, 204, 205, 206 and 174 Parade Street, Albany
Proponent / Owner	: City of Albany
Attachments	: Draft Foundation Park Improvement Plan Schedule of Submissions Confidential Attachment – Original Submissions Booklet
Report Prepared By	: Senior Lands Officer (N Crook)
Responsible Officers:	: Executive Director Corporate Services (M Cole)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014 - 2018:
 - a. **Key Theme:** 2 Clean, Green and Sustainable.
 - b. **Strategic Objectives:** 2.2 To maintain and renew city assets in a sustainable manner.
 - c. **Strategy:** 2.2.1 Deliver effective asset planning and deliver programs.
2.2.2 Deliver effective asset maintenance programs.

Maps and Diagrams:



In Brief:

- City staff have undertaken a planning and design process to develop the Foundation Park Improvement Plan. This draft plan has been advertised for public comment and a number of submissions were received.
- Council is requested to review the submissions received and consider adoption of the Foundation Park Improvement Plan, which will guide a series of improvements proposed in this park over the coming years.

RECOMMENDATION

CSF274: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council ADOPT the Foundation Park Improvement Plan as a guide for future improvements to this park.

BACKGROUND

2. Majority of the land comprising Foundation Park was originally a gift of land from Queen Victoria in 1878 for the exclusive use of Public Recreation. Its use as public parkland has been established from a very early period in Albany's history. It is known that this area was originally a Noongar Corroboree ground and was then used as a parade ground for the military base established in Albany after settlement.
3. The Frederickstown Progress Association conducted a survey of park users in February 2014 and 93 surveys were completed over a 2 week period. On this basis, the Association then approached the City advising of the following survey outcomes:
 - a. The majority of people surveyed use the park on a daily or weekly basis;
 - b. Walking & exercise, use of the playground and dog activities were the most common activities at the park;
 - c. An overwhelming majority of respondents would like improvements at the park, including the installation of a BBQ, more shade, more seating, public toilets, improved landscaping, water fountains, upgraded car park, use of public art and a new fence around the park; and
 - d. There was also a general willingness amongst the respondents to assist with park improvements.

The results of this survey was one of the reasons that the Foundation Park Improvement Plan project was initiated.

4. Portion of Foundation Park is leased to the Albany Bridge Club Inc for a 21 year period. The lease is due to expire in February 2019. This Club owns the Bridge Club building.
5. A significant portion of Foundation Park is leased to the Albany All Breed Dog Club (area excludes the playground). While the Club activities have occurred at this site for many years, a lease to formalise this arrangement commenced in 2001 and was renewed in 2006, with expiry due in October 2026. This lease is for the exclusive use of Foundation Park during the period of the Club's activities, which is usually Saturday afternoons, though the lease does not specify timeframes for these activities
6. The Dog Club lease previously included "the whole of the iron and brick building comprising a kitchen and four storage areas". Over time, this building fell into a poor state of repair and towards the end of 2015, the demolition of the building was deemed necessary. The proposed demolition was advertised for public comment prior to the works commencing and the City negotiated with the adjoining landowner, as this building was part of their fence line. The demolition works were completed in January 2016.

7. In order to provide the Dog Club a continuous space for storage and use, the City applied for and installed a sea container on site. This container will remain on site until a new building is constructed.

DISCUSSION

8. The draft Foundation Park Improvement Plan was prepared in-house by City staff and proposes a series of upgrades to enhance the function and appearance of the park, while also improving the facilities available to the community. The key aims were to consolidate the use of this park by dog owners, maintaining the green space available and improving park interactions with the adjoining residential areas. The draft Plan proposes the following
 - a. **New Building** – It is proposed that the new building will serve a number of functions. It will include public toilets, a new home for the Albany All Breeds Dog Club (under a new lease arrangement) and a sheltered area looking out into the playground, with seating, bins and potentially a BBQ.
 - b. **Reshaped Grass Banks** – it is proposed to re-shape the grass banks adjoining Vancouver and Mills Streets to control the erosion that is occurring and to improve the support for the adjoining roadways. The fencing along Vancouver Street will be replaced and new bollard fencing will be replaced along Vancouver and Mills Streets. The reformed slopes will allow people to walk into the park from these roads, which is not currently possible. While efforts will be made to retain some of the trees along the Mills and Vancouver Street boundaries, it is likely some will need to be removed.
 - c. **Road Works** – the intersection of Vancouver and Mills Streets will be upgraded to correct drainage flows and Mills Street may be upgraded and extended over time.
 - d. **Parking & Pathways** – as longer term goals, the City would like to construct a new parking area and footpaths leading from the car park to the new building and then on to Parade Street. The existing car park is proposed to be re-turfed.
9. The draft plan was advertised for public comment in June 2016, closing on 15 July 2016. Twenty-five (25) submissions were received, majority of which were overwhelmingly supportive of the draft plan and improvements to the park generally. The submissions are summarised in the attached Schedule and the original submissions received are available as a confidential item to this report (to protect the privacy of respondents, which has been omitted from the Schedule). However, the key issues raised will be summarised and discussed below:
 - a. Installation of a BBQ

The proposed BBQ was mentioned by almost half of the submissions received with, four supporting the installation of a BBQ, four opposing the installation of a BBQ and three requesting that if a BBQ is installed, that it be fenced to provide separation from dogs in the park.

Staff consider that the installation of BBQs in parks should be considered at a higher asset management level and this matter will be further reviewed as part of the Developed Reserves Strategy which is currently in progress. Though it is agreed that given the importance of Foundation Park as a dog park, if a BBQ is installed, fencing of this facility may be worthwhile.
 - b. Seating

Six submissions request additional seating in and around the park.

It was not the intent of the Improvement Plan to provide detailed design, down to the number of seats provided, but rather a conceptual plan. It is intended that bench seats will be provided in the undercover shelter in the new building and that additional seating will be provided around the park as funds become available.

c. Playground Upgrades

Four of the submissions received request that play equipment for older children is provided.

The existing playground is not due for replacement until 2018, though at that time, more detailed consideration will occur on the age of users and the best type of equipment to be installed in this location.

d. Fencing

Nine of the submissions received mention the fencing around the park. There was general support for the removal of existing fencing which is in poor condition, though majority sought a continuous wire fence around the park to improve safety for park users and provide separation of dogs and users from the adjoining roadways.

The bollard fencing was originally proposed because it allows the park to be easily accessed from adjoining roadways and it is an economical solution to delineate a park area. However, it is recognised that the roads adjoining this park carry high traffic numbers and that the park is one of the few in Albany designated for dog use. As such, a low height wire fence (similar to that installed in the Centennial Park Sporting Precinct) may be worthwhile in this location.

e. Public Toilets

Five submissions mention the provision of public toilets at this park. While the supply of public toilets was generally supported, a number of these submissions requested that they be locked at night. Two other submissions also request improved security at the park.

It is intended that these toilets will be locked at night, which is in line with the City's practices for all public toilets in the central area. Security concerns will be generally monitored and if this proves to be an issue, this site may also be considered for CCTV.

f. Location of New Building

While three submissions support the location of the proposed building, four object to its location east of the playground. One of these objections would like the building situated closer to the proposed carpark, while the other three objections raise issue with the location based on its potential impact on the adjoining landowner and that it will take up valuable green space.

The previous building which has now been demolished was located almost on the boundary shared with the adjoining landowner. The new building is proposed to be situated further away from this property to minimise impact on these owners, as they had experienced issues in the past with the close proximity of the previous building.

The location of the proposed building also considers its use by the Dog Club as this building will form part of their activities at the park. The Club are generally in support of this location east of the playground.

The submissions received suggest that the location of the building west of the playground would be more amenable for nearby residents, however it is considered that public surveillance of the building would be compromised in this location. It would also be more costly to construct the building in this location, as services are located along Parade Street and would need to be extended a much greater distance if the building was to be located on the Mills Street side of the park.

g. Heritage Character

Three of the submissions received mention the heritage significance of the park and would like to see greater recognition of its history. Two of the three submissions would also like the building to have more regard to heritage character, including heritage design elements.

In terms of the building design, it is generally considered that replicating heritage elements is not the best manner to ensure the heritage character of an area is maintained. It is also proposed that a modular building be used, as this is an economical option, and opportunities to include heritage features may be limited.

However, it is recognised that the heritage significance of the park is not well interpreted. It is intended that interpretation signage is installed at the site as funds become available.

The proposed Improvement Plan was also considered by the Noongar Consultation Committee in the plan development stage (December 2015) and while no concerns were raised, the Committee also requested interpretation signage to recognise the use of this land as a Corroboree ground. This story would also be included in any future interpretation signage to be installed on site.

h. Grass Banks & Trees

Only one submission raised concern with the reshaped grass banks, stating that the drainage bunds should be maintained, though this submission also sought a reduced gradient on the slopes along Vancouver Street. Two other submissions did make suggestions on how the banks should be treated.

While three submissions asked that the trees be retained, two submissions noted that some of the trees were dangerous and should be removed. Three submissions also made suggestions on the size and nature of replacement trees. In particular, one submission suggested that infill planting occur before trees are removed to ensure a continuous shade cover.

Based on other experiences within the City, officers were expecting a greater number of objections to the removal of some of the trees along Mills and Vancouver Streets. While every effort will be made to retain healthy trees, it is recognised that some of these trees are dangerous and may require removal. It is also recognised that the change in ground levels may impact the viability of these trees. However, the infill planting suggestion is supported and will be undertaken where possible.

The reshaped grass banks aim to enhance the amount of useable space in the park, while addressing the issues with stabilisation and erosion. Further, people should be able to walk into the park from the Mills Street and Vancouver Street boundaries, which is not currently possible.

10. Overall, it is considered that the submissions received generally support the Foundation Park Improvement Plan, though a number of suggestions have been made as to how the improvement plan will be implemented. Many of these suggestions can be taken on board either in future works or as more detailed planning occurs.

GOVERNMENT & PUBLIC CONSULTATION

11. Extensive public consultation on the Draft Foundation Park Improvement Plan has occurred. The City worked closely with the Frederickstown Progress Association, the Albany All Breeds Dog Club, the Noongar Consultation Committee and some of the nearby / adjoining landowners throughout the plan development stage. Once the draft plan was finalised, the following consultation actions occurred:
- a. Information signs were erected at the park;
 - b. Advertisements were included in the local newspapers over a number of weeks;
 - c. A direct mail out to over 200 nearby landowners and key community groups;
 - d. The information sheet was displayed in the City's Administration Centre and on the City's website; and
 - e. Social media posts.

12. Some government agency consultation has occurred, though only in the capacity as a nearby landowner / land manager.

STATUTORY IMPLICATIONS

13. While Foundation Park is not specifically included on the City’s Heritage List, it is contained on the Review List within the Municipal Heritage Inventory. As such, it may be included in this document in the future.
14. There are no other statutory implications related to this item.

POLICY IMPLICATIONS

15. There are no policy implications related to this item.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputation. Public perception that the City has not adequately considered their submission and amended the plan accordingly.</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Minor</i>	<i>Detailed community consultation has been undertaken and consideration of all submissions received has occurred as part of this item to Council. No amendments to the plan were considered warranted, though many suggestions will be taken on board in detailed planning phases.</i>

FINANCIAL IMPLICATIONS

17. An allocation has been included in the 2016-17 budget for the construction of a new building at Foundation Park. Early planning is underway to ensure that this building is constructed in this financial year.
18. Once the Improvement Plan is adopted, future improvements will be costed and included in the 10 Forward Capital Works Programme, so that the proposed future works can be undertaken as a staged development program.

LEGAL IMPLICATIONS

19. There are no legal implications related to this item.

ENVIRONMENTAL CONSIDERATIONS

20. There are no direct environmental considerations related to this item.

ALTERNATE OPTIONS

21. Council may:
- a. Adopt the Foundation Park Improvement Plan as presented; or
 - b. Seek additional public consultation prior to the reconsideration of the draft plan; or
 - c. Seek amendment to the Foundation Park Improvement Plan.

CONCLUSION

22. There has been community interest for a number of years to undertake improvements to Foundation Park.
23. In response to this interest, City staff undertook a design process to prepare the draft Foundation Park Improvement Plan. As part of this process, staff worked closely with

adjoining affected landowners, the Albany All Breeds Dog Club, the Frederickstown Progress Association and the Noongar Consultation Committee.

24. Once the draft plan was finalised, a broad public consultation programme was undertaken and 25 submissions were received. While the submissions make a number of suggestions as to how the plan will be implemented, it is considered there was overwhelming support for the plan and improvements to the park generally.
25. As such, it is recommended that the Foundation Park Improvement Plan be adopted as a guide for future improvements in this park. As this first stage, this will include the construction of a new building (including public toilets), which has been supported by Council as a capital work in the 2016/17 budget.

Consulted References	:	City of Albany Municipal Heritage Inventory Inherit database
File Number (Name of Ward)	:	PR.DEC.12
Previous Reference	:	None

CSF275: QUARTERLY REPORT – TENDERS AWARDED – JULY TO SEPTEMBER 2016

Proponent : City of Albany
Attachments : Quarterly Report – Tenders Awarded – July to September 2016
Report Prepared by : Procurement Officer (H Hutchinson)
Responsible Officer : Executive Director Corporate Services (M Cole)

Responsible Officer's Signature:



RECOMMENDATION

CSF275: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Quarterly Report – Tenders Awarded – July to September 2016.

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