



ATTACHMENTS

Ordinary Meeting of Council

Tuesday 26 March 2024

ORDINARY COUNCIL MEETING
ATTACHMENTS – 26/03/2024

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CITY OF ALBANY

MONTHLY FINANCIAL REPORT

Containing the Statement of Financial Activity

and the Statement of Financial Position

FOR THE PERIOD ENDED 31 JANUARY 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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CITY OF ALBANY
COMPILATION REPORT
FOR THE PERIOD ENDED 31 JANUARY 2024

Report Purpose

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulations 34 and 35.

Overview

No significant matters are noted.

Statement Of Financial Activity by Nature Classifications

Shows a closing surplus for the period ended 31 January 2024 of \$33,537,549.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

Prepared by: P. Martin
Financial Services Coordinator

Reviewed by: S. Van Nierop
Manager Finance

Date prepared: 27-Feb-2024

CITY OF ALBANY
STATEMENT OF FINANCIAL ACTIVITY
BY NATURE CLASSIFICATIONS
FOR THE PERIOD ENDED 31 JANUARY 2024

	Ref Note	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		44,305,190	44,310,190	44,199,936	44,209,787	9,851	0%	
Grants, subsidies and contributions		11,261,837	11,557,218	7,891,782	4,056,136	(3,835,646)	(49%)	▼
Fees and charges		21,086,786	21,100,786	13,147,795	14,607,697	1,459,902	11%	▲
Profit on asset disposal		240,714	240,714	223,744	319,175	95,431	43%	
Interest Earnings		2,444,106	2,478,031	2,050,666	2,451,063	400,397	20%	▲
Other Revenue		180,000	180,000	66,720	83,112	16,392	25%	
		<u>79,518,633</u>	<u>79,866,939</u>	<u>67,580,643</u>	<u>65,726,969</u>			
Expenditure from operating activities								
Employee costs		(32,672,645)	(32,647,645)	(18,819,547)	(17,121,019)	1,698,528	(9%)	▼
Materials and contracts		(29,728,256)	(29,526,583)	(16,409,389)	(14,037,617)	2,371,772	(14%)	▼
Utility charges		(1,844,438)	(1,844,438)	(954,772)	(1,062,504)	(107,732)	11%	▲
Depreciation on non-current assets		(18,328,835)	(19,423,938)	(11,215,451)	(11,230,119)	(14,668)	0%	
Finance costs		(428,177)	(428,177)	(133,699)	(136,714)	(3,015)	2%	
Insurance expenses		(922,590)	(922,590)	(556,133)	(522,468)	33,665	(6%)	
Loss on asset disposal		(790,336)	(790,336)	(90,000)	(151,312)	(61,312)	68%	
Other expenditure		(3,212,291)	(3,435,410)	(2,031,164)	(2,032,059)	(895)	0%	
		<u>(87,927,568)</u>	<u>(89,019,117)</u>	<u>(50,210,155)</u>	<u>(46,293,812)</u>			
Non-cash amounts excluded from operating activities								
Add: Depreciation on assets		18,328,835	19,423,938	11,215,451	11,230,119	14,668	0%	
Add: Loss on disposal of assets		790,336	790,336	90,000	151,312	61,312	68%	
Less: Profit of disposal of assets		(240,714)	(240,714)	(223,744)	(319,175)	(95,431)	43%	
Add: Implicit Interest		185,198	185,198	9,961	9,207	(754)	(8%)	
		<u>19,063,655</u>	<u>20,158,758</u>	<u>11,091,668</u>	<u>11,065,994</u>			
Amount attributable to operating activities		<u>10,654,720</u>	<u>11,006,580</u>	<u>28,462,156</u>	<u>30,499,151</u>			
INVESTING ACTIVITIES								
Capital grants, subsidies and contributions		24,579,122	26,406,723	5,469,142	2,867,797	(2,601,345)	(48%)	▼
Proceeds from disposal of assets		1,526,600	1,526,600	813,300	673,012	(140,288)	(17%)	▼
Purchase of property, plant and equipment	5	(13,433,359)	(14,647,860)	(6,766,279)	(4,277,607)	2,488,672	(37%)	▲
Purchase and construction of infrastructure	5	(39,005,951)	(40,918,975)	(10,306,385)	(4,958,265)	5,348,120	(52%)	▲
Amount attributable to investing activities		<u>(26,333,588)</u>	<u>(27,633,512)</u>	<u>(10,790,222)</u>	<u>(5,695,062)</u>			
FINANCING ACTIVITIES								
Repayment of borrowings		(1,649,137)	(1,649,137)	(815,547)	(815,573)	(26)	0%	
Proceeds from borrowings		1,495,000	1,495,000	-	-	-	-	
Proceeds from self-supporting loans		14,611	14,611	7,249	7,249	-	-	
Payments for principal portion of lease liabilities		(193,101)	(193,101)	(112,595)	(107,002)	5,593	(5%)	
Transfers to reserves (restricted assets)		(19,585,548)	(20,080,961)	-	-	-	-	
Transfers from reserves (restricted assets)		31,102,861	33,153,446	5,761,712	5,761,712	-	-	
Amount attributable to financing activities		<u>11,184,686</u>	<u>12,739,858</u>	<u>4,840,819</u>	<u>4,846,386</u>			
Surplus/(Deficit) for current financial year		<u>(4,494,182)</u>	<u>(3,887,074)</u>	<u>22,512,754</u>	<u>29,650,475</u>			
Surplus/(Deficit) at start of financial year		4,494,182	3,887,074	3,887,074	3,887,074	-	-	
Surplus/(Deficit): closing funding position		<u>-</u>	<u>-</u>	<u>26,399,828</u>	<u>33,537,549</u>			

CITY OF ALBANY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JANUARY 2024

	Ref Note	31 January 2024	30 June 2023
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	83,037,859	64,709,943
Trade and other receivables		9,162,525	3,635,032
Other financial assets	2	7,363	14,611
Inventories	2	1,255,491	1,344,944
Other assets		3,941,860	2,365,598
TOTAL CURRENT ASSETS		97,405,098	72,070,128
NON-CURRENT ASSETS			
Trade and other receivables		1,663,889	1,663,889
Other financial assets		316,972	311,503
Property, plant and equipment		170,505,722	169,802,599
Infrastructure		423,090,460	425,931,419
Right-of-use assets		619,359	726,247
Intangible assets		3,418,356	3,660,151
TOTAL NON-CURRENT ASSETS		599,614,759	602,095,808
TOTAL ASSETS		697,019,857	674,165,935
CURRENT LIABILITIES			
Trade and other payables		10,528,694	9,275,402
Contract liabilities		3,421,559	2,967,929
Lease liabilities		86,104	193,207
Borrowings		707,083	1,522,656
Employee related provisions		6,269,617	6,513,774
Other provisions		208,501	208,501
TOTAL CURRENT LIABILITIES		21,221,558	20,681,469
NON-CURRENT LIABILITIES			
Other liabilities		850,531	850,531
Lease liabilities		656,161	656,161
Borrowings		3,867,934	3,867,934
Employee related provisions		629,810	629,810
Other provisions		9,359,114	9,359,114
TOTAL NON-CURRENT LIABILITIES		15,363,550	15,363,550
TOTAL LIABILITIES		36,585,108	36,045,019
NET ASSETS		660,434,748	638,120,917
EQUITY			
Retained surplus		354,119,277	331,805,447
Reserve accounts		49,161,207	49,161,207
Revaluation surplus		257,154,263	257,154,263
TOTAL EQUITY		660,434,748	638,120,917

CITY OF ALBANY
NOTES TO THE MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JANUARY 2024

BASIS OF PREPARATION

BASIS OF PREPARATION

The City has reclassified a small number of accounts for comparative purposes. The impact of these reclassifications are considered minor and immaterial and have been made to improve the reporting alignment of the monthly financial report and the annual financial statements.

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, *Regulation 34 and 35*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 January 2024

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements.

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

CITY OF ALBANY
 NOTES TO THE MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED 31 JANUARY 2024

NOTE 1
 EXPLANATION OF MATERIAL VARIANCES TO YTD BUDGET IN EXCESS OF \$100,000

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
OPERATING ACTIVITIES					
Revenue from operating activities					
Rates	9,851	0%			No material variance noted.
Grants, subsidies and contributions	(3,835,646)	-49%	▼	Timing	Operating grants, subsidies and contributions recognised for the period ending 31 January FY23/24 is tracking ↑\$1.72m (73.90%) relative to FY22/23. This increase in income YoY is predominantly attributable to income recognition related to the Motorplex project. The current overall negative variance to budget is also resultant from the budget phasing associated with the income receivable for the Motorplex project: Actual \$2.46m vs Budget \$6.32m (↓\$3.85m or -61.00%).
Fees and charges	1,459,902	11%	▲	Permanent	Fees and charges income recognised for the period ending 31 January FY23/24 is tracking ↑\$1.04m (7.09%) relative to FY22/23. Business units that have derived notable fees & charges in excess of YTD budget include: Waste Income: Actual \$7.02m vs Budget \$6.48m (↑\$542k or 8.36%), ALAC: Actual \$1.74m vs Budget \$1.44m (↑\$297k or 20.57%), Airport: Actual \$1.43m vs Budget \$1.27m (↑\$160k or 12.58%) and Building & Planning: Actual \$616k vs Budget \$464k (↑\$153k or 32.92%).
Profit on Asset disposal	95,431	43%			No material variance noted.
Interest earnings	400,397	20%	▲	Timing	The YTD interest earnings are primarily resultant from the City's higher than forecast investment portfolio (see note 3 for YoY comparison). The YoY growth in the City's investment portfolio is primarily attributable to the prepayment of the FY23/24 Financial Assistance Grants (↑\$5.76m) coupled with increased rates billing & the derivation of higher fees & charges income. This variance is to be addressed in the next budget review.
Other revenue	16,392	25%			No material variance noted.

NOTE 1 (Continued)

EXPLANATION OF MATERIAL VARIANCES TO YTD BUDGET IN EXCESS OF \$100,000

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Expenditure from operating activities					
Employee costs	1,698,528	-9%	▼	Timing	<p>Multiple factors are impacting on the current underspend in employee costs to budget. Primarily the variance is attributable to the timing of recruitment for newly budgeted positions, the timing of recruitment for multiple existing vacancies & the FY23/24 budgeted salary increase for EA employees not having been enacted.</p> <p>Across the categories of employee costs, the variance is observed in: Salaries and wages: Actual \$12.54m vs Budget \$13.89m (↓\$1.35m or -9.70%), Superannuation: Actual \$1.81m vs Budget \$1.95m (↓\$146k or -7.45%) and Employee provisions: Actual \$1.60m vs Budget \$1.85m (↓\$250k or -13.52%).</p> <p>Total employee costs recorded for the period ending 31 January FY23/24 of \$17.12m are tracking ↑\$323k (1.92%) relative to the same period in FY22/23. The current underspend in Salaries and wages is partially offset by Labour Hire expenditure of \$511k (recorded under Materials and contracts).</p>
Materials and contracts	2,371,772	-14%	▼	Timing	<p>Materials and contracts expenditure recognised for the period ending 31 January FY23/24 is tracking ↑\$3.26m (23.23%) relative to FY22/23. This increase in expenditure YoY is due to the Motorplex project being budgeted against this line item.</p> <p>The current underspend against YTD budget is also primarily attributable to the Motorplex project: Actual \$2.25m vs Budget \$4.80m (↓\$2.55m or -53.19%).</p>
Utility charges	(107,732)	11%	▲	Timing	<p>Utility charges recognised for the period ending 31 January FY23/24 is tracking ↓\$43k (-4.04%) relative to FY22/23. Utilities expenditure has reduced in all areas except Water charges YoY.</p> <p>The current overspend can be observed in: Electricity charges: Actual \$850k vs Budget \$763k (↑\$87k or 11.42%) and Water charges: Actual \$133k vs Budget \$94k (↑\$39k or 42.11%); these overspends are partially offset by underspends in: Biofuels: Actual \$65k vs Budget \$76k (↓\$11k or -14.59%) and Gas: Actual \$14k vs Budget \$22k (↓\$8k or -35.97%).</p>
Depreciation on non-current assets	(14,668)	0%			No material variance noted.
Finance costs	(3,015)	2%			No material variance noted.
Insurance expenses	33,665	-6%			No material variance noted.
Loss on asset disposal	(61,312)	68%			No material variance noted.
Other expenditure	(895)	0%			No material variance noted.
Non-cash amounts excluded from operating activities					
Add: Depreciation on assets	14,668	0%			No material variance noted.
Add: Loss on disposal of assets	61,312	68%			No material variance noted.
Less: Profit of disposal of assets	(95,431)	43%			No material variance noted.
Movement in Value of Investments	(5,469)	0%			No material variance noted.

NOTE 1 (Continued)					
EXPLANATION OF MATERIAL VARIANCES TO YTD BUDGET IN EXCESS OF \$100,000					
	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
INVESTING ACTIVITIES					
Capital grants, subsidies and contributions	(2,601,345)	-48%	▼	Permanent	Income recognition for capital grants is directly tied to the achievement of milestones for related projects reported in the City's capital works budget under note 5. Reporting variances to budget will exist at various stages throughout the reporting period. Total Capital grants, subsidies and contributions recorded for the period ending 31 January FY23/24 is tracking down ↓\$465k (-13.94%) relative to FY22/23. Variances are predominantly noted in grants associated with state fundings for Roads: Actual \$199k vs Budget \$1.76m (↓\$1.56m or -88.67%) and state funding for capital assets associated with fire and emergency services: Actual \$551k vs Budget \$1.22m (↓\$671k or -54.92%).
Proceeds from disposal of assets	(140,288)	-17%	▼	Timing	YTD PPE disposals made in accordance with the City's fleet replacement program are lower than prescribed in the budget. The timing of disposals is largely influenced by the availability of new vehicles & heavy plant, it is expected that actual PPE disposals will align more closely to budget as the year progresses. Total Proceeds from disposal of assets for the period ending 31 January FY23/24 are tracking ↑\$567k (537.64%) relative to FY22/23.
Purchase of property, plant and equipment	2,488,672	-37%	▲	Timing	Numerous projects are exhibiting variances between project budget phasing and actual expenditure recorded. Notable variances include: Heavy Plant Replacement Program: Actual \$1.70m vs Budget \$2.94m (↓\$1.24m or -42.06%), ALAC PPE Projects (10 projects): Actual \$61k vs Budget \$410k (↓\$349k or -72.88%), and Public Toilet Renewals: Actual \$133k vs Budget \$262k (↓\$129k or -49.21%). Variations between actual & budget are likely to be observed throughout the remainder of the financial year.
Purchase and construction of infrastructure	5,348,120	-52%	▲	Permanent	The phasing of infrastructure project budgets has increased the number of projects with a reportable variance for the January reporting period. Projects with significant YTD variances are noted below: Middleton Road Link Shared Path: Actual \$10K vs Budget \$759k (↓\$749k or -98.86%), Lockyer Avenue / York Street Stage 1: Actual \$51k vs Budget \$540k (↓489k or -90.62%), Transfer Station Construction: Actual \$32k vs Budget \$505k (↓\$473k or -93.67%), North Road Mill & Fill: Actual \$4k vs Budget \$462k (↓\$458k or -99.06%), York / Proudlove Realignment: Actual \$9k vs Budget \$408k (↓\$399k or -97.79%), Middleton Road Mill & Fill: Actual \$35k vs Budget \$344k (↓\$309k or -89.92%), Stirling Terrace Paving: Actual \$0 vs Budget \$219k (↓\$219k or -100%), Bakers Junction Waste Facility Shed: Actual \$0.6k vs Budget \$217k (↓\$216k or -99.71%), and Centennial Youth Park - Multiuse Court: Actual \$0 vs Budget \$214k (↓\$214k or -100%). Variations between actual & budget are likely to be observed throughout the remainder of the financial year.
Non-current to current movement	-				No material variance noted.
FINANCING ACTIVITIES					
Repayment of borrowings	(26)	0%			No material variance noted.
Proceeds from borrowings	-	0%			No material variance noted.
Proceeds from self-supporting loans	-	0%			No material variance noted.

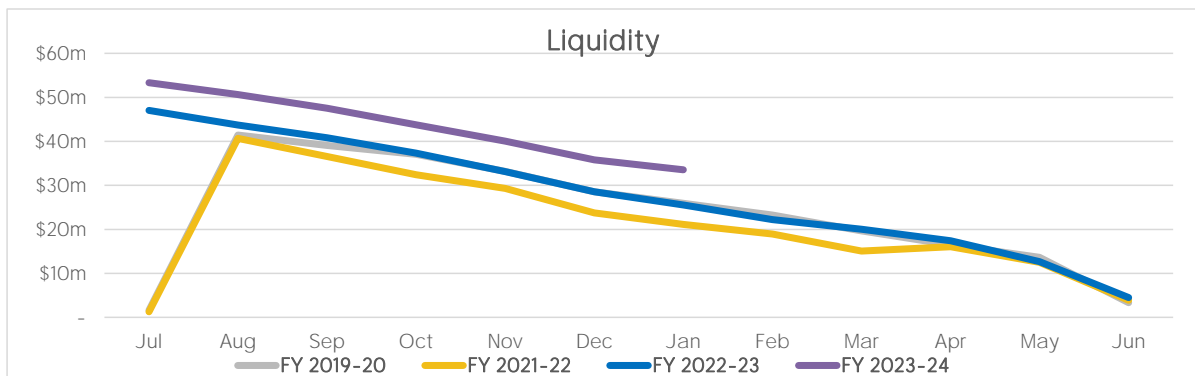
NOTE 1 (Continued)
EXPLANATION OF MATERIAL VARIANCES TO YTD BUDGET IN EXCESS OF \$100,000

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
FINANCING ACTIVITIES (Continued)					
Payments for principal portion of lease liabilities	5,593	-5%			No material variance noted.
Restricted Cash Utilised	-				No material variance noted.
Transfers to reserves (restricted assets)	-	0%			No material variance noted.
Transfers from reserves (restricted assets)	-	0%			No material variance noted.
Surplus/(Deficit) at start of financial year	-	0%			No material variance noted.

CITY OF ALBANY
 NOTES TO THE MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED 31 JANUARY 2024

NOTE 2
 NET CURRENT ASSETS & FUNDING POSITION

	Ref Note	FOR THE PERIOD ENDED 31 JANUARY 2024	FOR THE PERIOD ENDED 31 DECEMBER 2023	FOR THE PERIOD ENDED 31 JANUARY 2023
		\$	\$	\$
Current Assets				
Cash - Unrestricted	3	38,526,069	35,866,664	35,658,809
Cash - Restricted	3	44,511,790	44,371,007	41,648,813
Trade Receivables - Rates and Rubbish	4	7,389,608	12,117,975	7,530,117
Trade Receivables - Other		1,772,919	1,507,227	1,202,992
Inventories		1,255,490	1,263,780	748,315
Grants Receivable		1,364,496	659,224	968,370
Other Current Assets		2,577,364	2,661,698	2,136,895
Other Financial Assets - Self Supporting Loan		7,363	7,363	7,137
		97,405,099	98,454,937	89,901,447
Less: Current Liabilities				
Trade & Other Payables		(10,528,696)	(8,701,937)	(8,557,849)
Contract Liabilities		(3,421,559)	(3,857,098)	(8,000,559)
Lease Liabilities		(86,104)	(101,502)	(79,366)
Borrowings		(707,083)	(831,200)	(1,021,332)
Provisions		(6,478,119)	(6,650,814)	(6,588,763)
		(21,221,561)	(20,142,551)	(24,247,870)
Net Current Assets		76,183,538	78,312,386	65,653,578
Adjustments				
Add Back: Borrowings		707,083	831,200	1,021,332
Add Back: ROU liabilities		86,104	101,502	79,366
Add Back: Head-lease liability amortisation		101	50	96
Add Back: Implicit Interest		9,207	7,954	9,483
(Less): Cash Backed Reserves		(43,441,121)	(43,441,121)	(41,203,283)
(Less): Other Financial Assets - Self Supporting Loan		(7,363)	(7,363)	(7,137)
		(42,645,989)	(42,507,777)	(40,100,143)
Net Current Funding Position		33,537,549	35,804,608	25,553,435



COMMENTS:

The Net Current Funding Position for the reporting period ending 31-January-2024 is ↑\$798m (23.81%) relative to the same period in FY22/23 and ↑\$12.04m (36.99%) relative to the same period in FY21/22.

This YoY increase in liquidity is attributable to increased rates billing, the derivation of higher fees & charges & the timing of transfers from the Unspent Grants Reserve.

No significant matters noted.

CITY OF ALBANY
NOTES TO THE MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JANUARY 2024

NOTE 3
CASH INVESTMENTS

TERM DEPOSITS

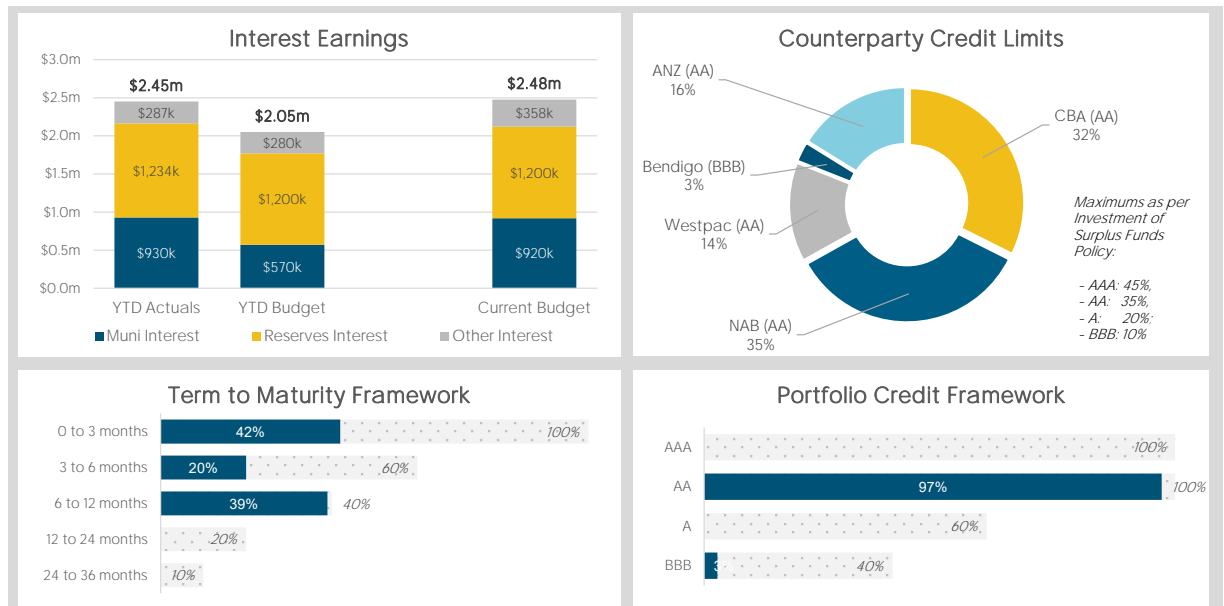
Investment Type	Institution	S&P Rating	Interest Rate	Deposit Date	Maturity	Investment Term Category	Amount Invested (\$)	Expected Interest (\$)
General Municipal	NAB	AA	5.00%	06-Nov-23	05-Feb-24	0 to 3 months	2,500,000	31,164
General Municipal	CBA	AA	4.96%	29-Nov-23	27-Feb-24	0 to 3 months	4,000,000	48,921
General Municipal	CBA	AA	4.93%	11-Dec-23	11-Mar-24	0 to 3 months	2,500,000	30,728
General Municipal	NAB	AA	5.00%	11-Dec-23	11-Mar-24	0 to 3 months	2,500,000	31,164
General Municipal	NAB	AA	5.05%	20-Dec-23	19-Mar-24	0 to 3 months	4,000,000	49,808
General Municipal	NAB	AA	5.05%	04-Jan-24	03-Apr-24	0 to 3 months	3,000,000	37,356
General Municipal	Bendigo	BBB	5.01%	12-Jan-24	10-Jul-24	3 to 6 months	2,000,000	49,414
General Municipal	ANZ	AA	4.88%	29-Jan-24	29-Apr-24	0 to 3 months	6,500,000	79,083
							27,000,000	357,638
Reserves (Restricted)	CBA	AA	4.99%	13-Nov-23	12-Feb-24	0 to 3 months	4,500,000	55,984
Reserves (Restricted)	Westpac	AA	4.47%	16-Oct-23	16-Apr-24	6 to 12 months	5,000,000	112,056
Reserves (Restricted)	ANZ	AA	4.90%	04-Jan-24	04-Jun-24	3 to 6 months	5,000,000	102,027
Reserves (Restricted)	CBA	AA	5.02%	08-Jan-24	06-Jun-24	3 to 6 months	7,000,000	144,411
Reserves (Restricted)	NAB	AA	5.20%	20-Nov-23	17-Jun-24	6 to 12 months	5,000,000	149,589
Reserves (Restricted)	CBA	AA	5.31%	29-Nov-23	26-Aug-24	6 to 12 months	5,000,000	197,125
Reserves (Restricted)	Westpac	AA	5.15%	29-Nov-23	29-Nov-24	6 to 12 months	5,000,000	258,205
Reserves (Restricted)	NAB	AA	5.25%	04-Dec-23	03-Dec-24	6 to 12 months	7,500,000	393,750
							44,000,000	1,413,147
Weighted Average Interest Rate:			5.02%	SubTotal: Term Deposits:			71,000,000	1,770,786

FUNDS AT-CALL

Type	Institution	S&P Rating	Interest Rate	Name / Purpose	Balance (\$)	
General Municipal	CBA	AA	4.25%	Municipal Operating Account	2,066,458	
General Municipal	CBA	AA	4.35%	Municipal Savings Account	9,459,610	
Reserves (Restricted)	CBA	AA	4.25%	Reserve Transactional Account	526,276	
Reserves (Restricted)	CBA	AA	4.25%	NAC Reserve Account	8,149	
Weighted Average Interest Rate:			4.33%	SubTotal: Funds At-Call:		12,060,493

TOTAL Weighted Average Interest Rate: 4.92%

Total Cash: 83,060,493



COMMENTS:

Year-on-year movement in cash investment portfolio:

	31/01/2024	31/01/2023	\$ MVT	% MVT
Municipal	\$27.0m	\$28.5m	-\$1.5m	-5.26%
Reserve	\$44.0m	\$41.0m	\$3.0m	7.32%
Total	\$71.0m	\$69.5m	\$1.5m	2.16%
Average Return**	5.02%	3.55%		1.48%

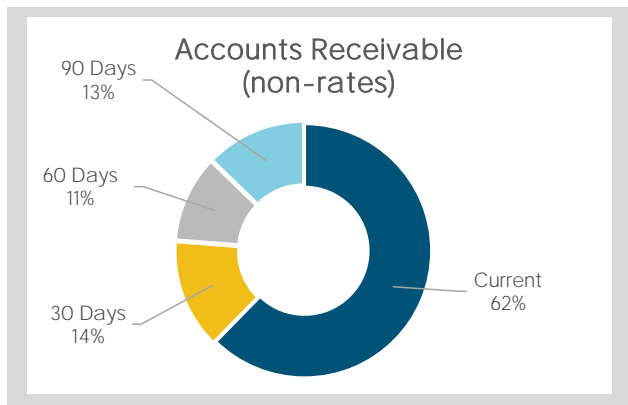
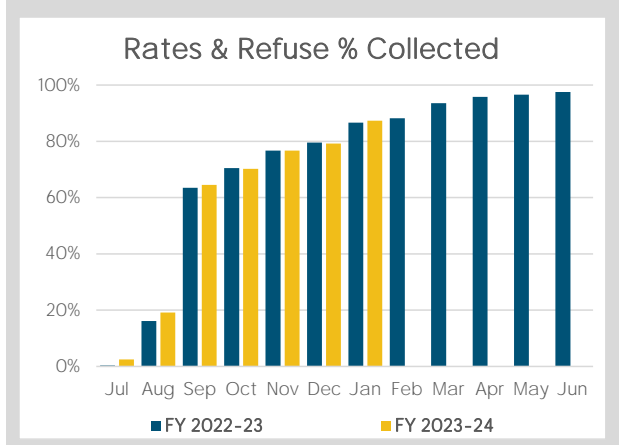
No significant matters noted.

**Weighted Average Interest Rate for Term Deposits only

CITY OF ALBANY
 NOTES TO THE MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED 31 JANUARY 2024

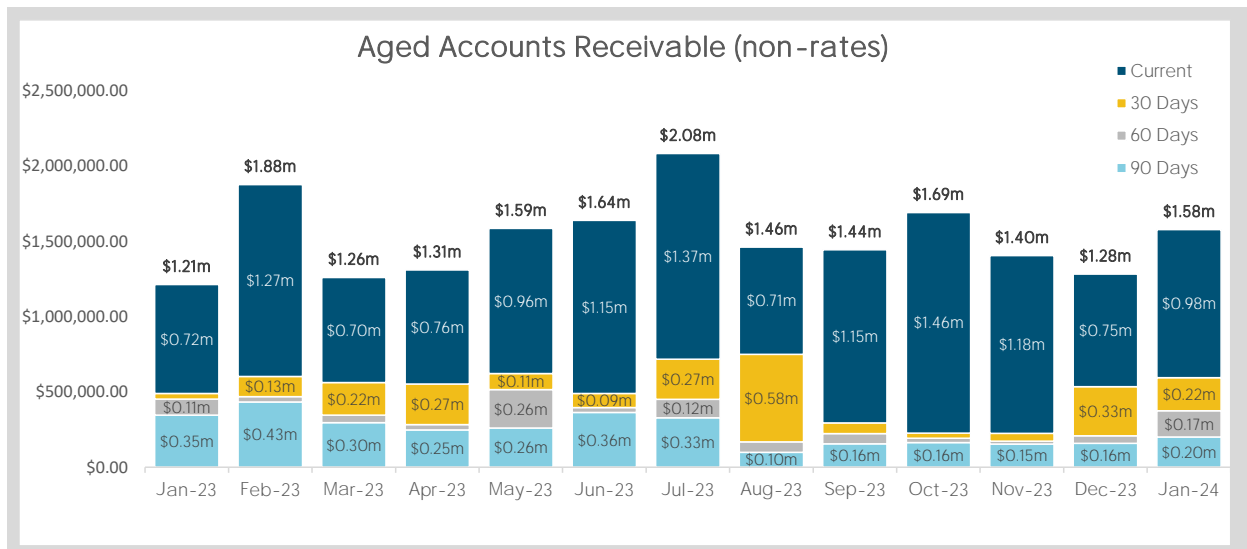
NOTE 4
 RECEIVABLES

Rates & Refuse % Collected	\$
Opening Arrears Previous Years	1,417,864
Rates Levied	44,209,787
Refuse Levied	8,695,984
ESL Levied	3,758,805
Other Charges Levied	338,322
Amount Levied	58,420,762
(Less): Collections	(51,031,154)
Total Rates & Charges Collectable	7,389,608
<i>% Collected</i>	<i>87.4%</i>



Accounts Receivable (non-rates)	\$	%
Current	983,059	62%
30 Days	219,995	14%
60 Days	173,502	11%
90 Days	201,319	13%
Total	1,577,875	100%

Amounts shown above include GST (where applicable)

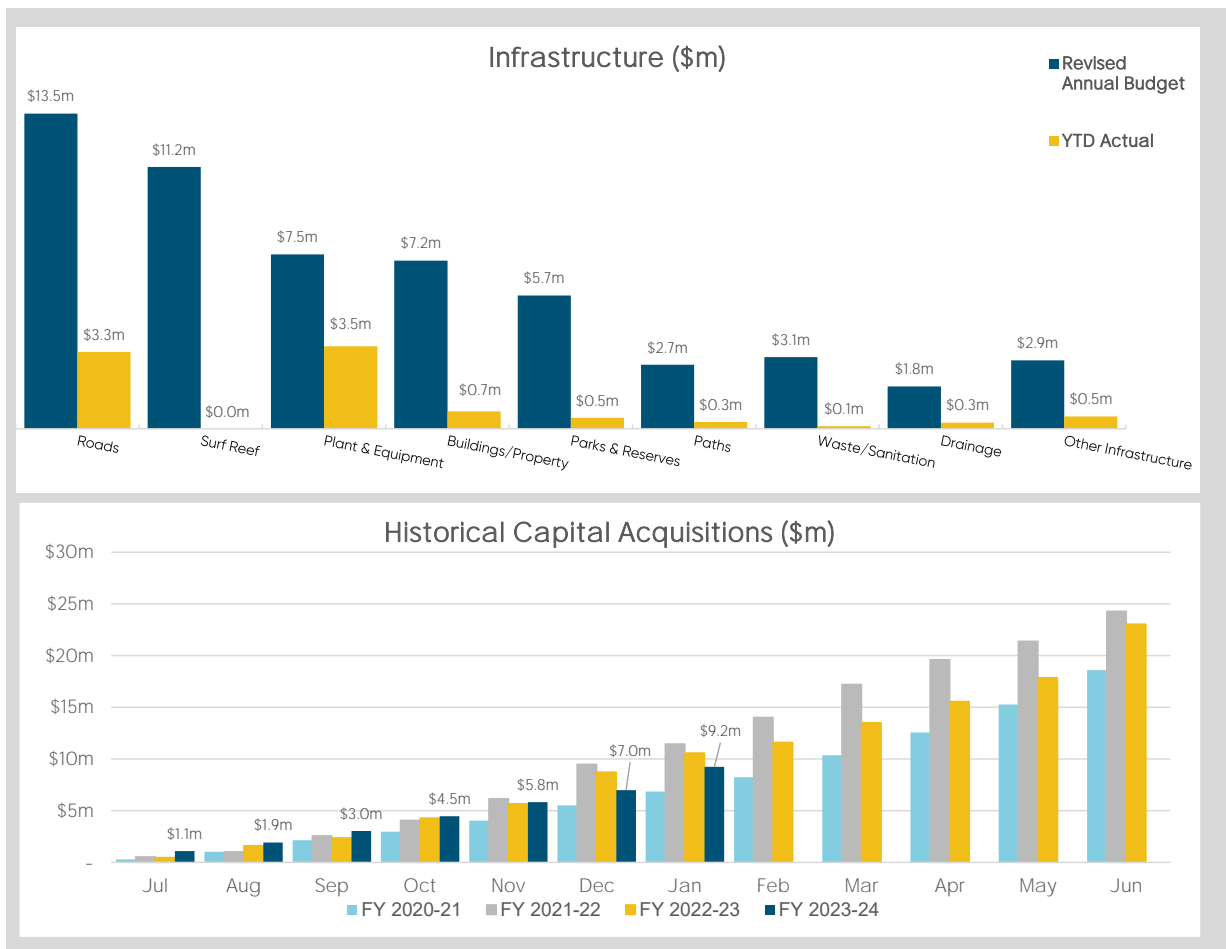


COMMENTS:
 No significant matters noted.

CITY OF ALBANY
 NOTES TO THE MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED 31 JANUARY 2024

NOTE 5
 CAPITAL ACQUISITIONS

Capital Acquisitions	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	\$	%	
Roads	11,965,286	13,478,263	4,880,331	3,283,860	(1,596,471)	(33%)	▼
Surf Reef	11,200,000	11,200,000	0	0	0		
Plant & Equipment	7,308,069	7,459,983	4,850,362	3,529,745	(1,320,617)	(27%)	▼
Buildings/Property	6,125,290	7,187,877	1,915,917	747,862	(1,168,055)	(61%)	▼
Parks & Reserves	5,553,604	5,696,580	1,277,936	470,502	(807,434)	(63%)	▼
Paths	3,272,464	2,736,330	1,706,320	291,668	(1,414,652)	(83%)	▼
Waste/Sanitation	2,826,229	3,067,574	952,906	118,286	(834,620)	(88%)	▼
Drainage	2,364,930	1,814,930	584,745	265,021	(319,724)	(55%)	▼
Other Infrastructure	1,823,438	2,925,298	904,147	528,928	(375,219)	(41%)	▼
Total Capital Acquisitions	52,439,310	55,566,835	17,072,664	9,235,872	(7,836,792)	(46%)	▼



COMMENTS:
 Total Capital Acquisitions of \$9.24m for the period ending 31-January-2024 are ↓\$1.35m (-14.59%) compared to the equivalent reporting period in FY22/23 where total Capital Acquisitions recorded were \$10.58m & ↓\$2.22m (-24.00%) compared the equivalent reporting period in FY21/22 where total Capital Acquisitions recorded were \$11.45m.

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 31 JANUARY 2024**

CREDIT CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
27/12/2023	SHOPIFY 210039024	Forts Store Online Postal Shipping Rates (Ongoing)	\$14.73
27/12/2023	INTNL TRANSACTION FEE	International Transaction Fee	\$0.37
30/12/2023	Starlink Australia PTY	Internet - Forward Control Vehicle Monthly Payment	\$374.00
01/01/2024	FLIGHTAWARE LLC	Annual Commercial History Report - Albany Airport	\$389.44
01/01/2024	INTNL TRANSACTION FEE	International Transaction Fee	\$9.74
02/01/2024	Google ADS1978259392	National Anzac Centre- Google Ads	\$0.01
03/01/2024	WASTE MANAGEMENT	Waste Management & Resource Recovery Association Membership	\$570.32
04/01/2024	REZDY	Monthly subscription to Rezdy Booking Platform - NAC	\$289.30
05/01/2024	WA GOVERNMENT - DMIRS	High Risk Work Licence - A Barker	\$43.00
05/01/2024	WA GOVERNMENT - DMIRS	High Risk Work Licence - M Thaw	\$86.00
05/01/2024	WA GOVERNMENT - DMIRS	High Risk Work Licence - S Orr	\$86.00
05/01/2024	INTUIT*MAILCHIMP	Monthly Marketing Plan - Communications	\$510.01
06/01/2024	Dropbox WW78F1ZLPBYW	Dropbox Business Standard Plan	\$302.50
07/01/2024	FACEBK *VK54JV BX52	Facebook and Instagram Advertising	\$376.06
08/01/2024	PAYPAL *WAVECOMINST	Thermal Printer Ribbons - Test & Tag - Fossickers	\$301.58
08/01/2024	INTNL TRANSACTION FEE	International Transaction Fee	\$1.01
08/01/2024	Soundtrack Your Brand	Albany Leisure & Aquatic Centre - Monthly Subscription - Music Service	\$40.40
09/01/2024	LOCAL GOVERNEMENT MANA	Contract Management Training - W Turner & P Bockman	\$1,890.00
11/01/2024	PSA*RADICAL FITNESS OT	Albany Leisure & Aquatic Centre - Monthly Subscription - Music Service - KIMAX	\$19.95
12/01/2024	eBay O*15-11038-86425	New Specialised Keyboards	\$38.00
12/01/2024	eBay O*26-11030-76339	New Specialised Keyboards	\$23.58
12/01/2024	CAFE ESPRESSO ONE	Meeting Expense - N Watson & ACCI CEO	\$10.00
13/01/2024	SURVEYMONK* T 45177474	Annual Survey Monkey Subscription	\$384.00
16/01/2024	ALBANY INDOOR SPORTS C	Court Bookings - Albany Indoor Centre	\$440.00
17/01/2024	LANDGATE	Change of name - Range Road Roundabout	\$203.00
17/01/2024	Fire Protection Associ	Bushfire Attack Level Short Course - B Mills	\$3,300.00
17/01/2024	Fire Protection Associ	Bushfire Attack Level Short Course - A James	\$3,300.00
17/01/2024	CAFE ESPRESSO ONE	Meeting Expense - N Watson & L Coyne x 4 Pax	\$20.00
18/01/2024	WWW.SKYMESH.NET.AU	Monthly fee for Cape Riche internet services	\$60.55
18/01/2024	OPTRAFFIC	LED Colour Panel	\$928.49
19/01/2024	DEPT OF RACING GAMIN	Occasional Liquor Licence - Derek Gripper / Concerts Australia	\$58.50
20/01/2024	YODECK.COM FLIPNODE	Online Advertising Portal - TV's at Airport	\$91.51
20/01/2024	INTNL TRANSACTION FEE	International Transaction Fee	\$2.29
21/01/2024	WIX.COM	Monthly Subscription - City of Albany Events App Charge	\$7.41
22/01/2024	SP BAD ELF	Standard for Tracking of Buried Asbestos/Bio Medical Waste	\$854.93
22/01/2024	INTNL TRANSACTION FEE	International Transaction Fee	\$21.37

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 31 JANUARY 2024**

CREDIT CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
22/01/2024	VANCOUVER STREET CAF	Meeting Expense - N Watson & M Colbung x 4 Pax	\$21.50
23/01/2024	DEPT OF RACING GAMIN	Occasional Liquor Licence - Albany Pride Festival	\$253.00
23/01/2024	SP SHOP RED NOSE	Training - Safe Sleep Webinar - Albany Daycare - J Ten Seldam	\$544.50
23/01/2024	THE PERTH MINT	Annette Knight Community Leadership Medal	\$416.00
24/01/2024	ZOOM.US 888-799-9666	Video Conferencing Facility	\$190.34
24/01/2024	EB *Safe Cycling Infra	Safe Cycling Infrastructure for Streets & Roads Training	\$140.25
24/01/2024	EB *Safe Cycling Infra	Safe Cycling Infrastructure for Streets & Roads Training	\$140.25
24/01/2024	DEPT OF RACING GAMIN	Occasional Liquor Licence - Festival of Dusk	\$58.50
24/01/2024	SQ *LOOPED CAFE	Meeting Expense - N Watson & V Gilles x 4 Pax	\$19.50
27/01/2024	DEPT OF RACING GAMIN	Occasional Liquor Licence - Luka Bloom	\$58.50
28/01/2024	SHOPIFY 214592929	Forts Store Online Postal Shipping Rates (Ongoing)	\$15.23
28/01/2024	INTNL TRANSACTION FEE	International Transaction Fee	\$0.38
			\$16,906.00

**CITY OF ALBANY
 LIST OF ACCOUNTS FOR PAYMENT
 FOR THE PERIOD ENDING 15 FEBRUARY 2024**

PAYROLL TRANSACTIONS				
DATE			DESCRIPTION	AMOUNT
17/01/2024			Superannuation	\$149,015.20
25/01/2024			Salaries	\$748,382.94
31/01/2024			Superannuation	\$150,752.92
08/02/2024			Salaries	\$769,112.51
12/02/2024			Superannuation	\$153,417.54
				\$1,970,681.11

CHEQUE TRANSACTIONS				
DATE	CHEQUE	NAME	DESCRIPTION	AMOUNT
				\$0.00

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172892	25/01/2024	35 DEGREES SOUTH	Survey Services	\$935.00
EFT173540	15/02/2024	4 STEEL SUPPLIES	Hardware Supplies / Tools	\$306.24
EFT172923	25/01/2024	A BASSETT	Staff Reimbursement	\$87.00
EFT173259	08/02/2024	A GREEN	Rates Refund	\$171.27
EFT173111	01/02/2024	A KIDDLE	Staff Reimbursement	\$9.00
EFT173113	01/02/2024	A KNOBBEN	Rates Refund	\$629.90
EFT173285	08/02/2024	A LEE	Rates Refund	\$1,139.65
EFT173486	15/02/2024	A MASON	Staff Reimbursement	\$71.80
EFT173493	15/02/2024	A MONKHORST	Crossover Subsidy	\$321.90
EFT173374	15/02/2024	ABA SECURITY AND ELECTRICAL	Electrical Services	\$344.00
EFT173451	15/02/2024	ACE CAMERA CLUB (INC)	Photography Services	\$1,980.00
EFT172843	25/01/2024	ACORN TREES AND STUMPS	Vegetation Management Services C23012(D)	\$7,686.25
EFT173019	01/02/2024	ACORN TREES AND STUMPS	Vegetation Management Services C23012(D)	\$3,835.00
EFT173182	08/02/2024	ACORN TREES AND STUMPS	Vegetation Management Services C23012(D)	\$1,800.00
EFT172691	18/01/2024	AD CONTRACTORS PTY LTD	Plant And Equipment Hire C23009(B)	\$9,629.07
EFT172844	25/01/2024	AD CONTRACTORS PTY LTD	Plant And Equipment Hire C23009(B)	\$3,899.50
EFT173020	01/02/2024	AD CONTRACTORS PTY LTD	Plant And Equipment Hire C23009(B)	\$11,927.85
EFT173183	08/02/2024	AD CONTRACTORS PTY LTD	Plant And Equipment Hire C23009(B)	\$6,248.00
EFT173375	15/02/2024	AD CONTRACTORS PTY LTD	Plant And Equipment Hire C23009(B)	\$7,421.15
EFT172939	25/01/2024	ADAM LILICRAP	Professional Services	\$1,000.00
EFT172845	25/01/2024	ADVERTISER PRINT	Printing Services	\$217.00
EFT173021	01/02/2024	ADVERTISER PRINT	Printing Services	\$382.00
EFT173184	08/02/2024	ADVERTISER PRINT	Printing Services	\$3,613.00
EFT173376	15/02/2024	ADVERTISER PRINT	Printing Services	\$471.50
EFT172766	18/01/2024	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Purchases	\$20,100.28
EFT173100	01/02/2024	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Parts And Repairs	\$986.39
EFT173264	08/02/2024	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Parts And Repairs	\$135.19
EFT173468	15/02/2024	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Parts And Repairs	\$224.87
EFT173210	08/02/2024	AIR BP	Fuel Purchases	\$13,907.87
EFT172847	25/01/2024	AIRBORNE MAPPING & PHOTOGRAPHY SERVICES	GIS Consultancy Services	\$3,800.00
EFT173187	08/02/2024	AIRBORNE MAPPING & PHOTOGRAPHY SERVICES	GIS Consultancy Services	\$1,900.00
EFT173380	15/02/2024	AIRBORNE MAPPING & PHOTOGRAPHY SERVICES	GIS Consultancy Services	\$1,900.00
EFT173186	08/02/2024	AIRPORT LIGHTING SPECIALISTS PTY LTD	Lighting Supply	\$3,069.00
EFT173188	08/02/2024	AKOYA JEWELLERY	Stock Items - Visitor Centre	\$183.75
EFT172693	18/01/2024	AKUBRA HATS PTY LTD	Stock Items - Forts Store	\$160.60
EFT172737	18/01/2024	AL CURNOW HYDRAULICS	Plant Parts And Repairs	\$2,959.62

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173068	01/02/2024	AL CURNOW HYDRAULICS	Plant Parts And Repairs	\$1,442.19
EFT173236	08/02/2024	AL CURNOW HYDRAULICS	Plant Parts And Repairs	\$446.91
EFT173199	08/02/2024	ALBANY ART CAFE & WORKSHOPS	Event Services	\$1,497.50
EFT172752	18/01/2024	ALBANY ASPHALT SERVICES - GORDON WALMSLEY PTY LTD	Asphalt Works C22011(A)	\$22,792.00
EFT172912	25/01/2024	ALBANY ASPHALT SERVICES - GORDON WALMSLEY PTY LTD	Asphalt Works C22011(A)	\$29,591.00
EFT173386	15/02/2024	ALBANY AUTO ONE	Plant Parts And Repairs	\$14,501.60
EFT172704	18/01/2024	ALBANY AUTOS	Vehicle Plant Parts And Repairs	\$458.44
EFT172857	25/01/2024	ALBANY AUTOS	Vehicle Purchases - P23016	\$82,593.58
EFT173032	01/02/2024	ALBANY AUTOS	Vehicle Purchase - P23016	\$41,514.94
EFT173394	15/02/2024	ALBANY AUTOS	Vehicle Purchase - P23016	\$41,262.39
EFT172867	25/01/2024	ALBANY BITUMEN SPRAYING	Road Maintenance Services Q22066	\$7,894.15
EFT173405	15/02/2024	ALBANY BITUMEN SPRAYING	Road Maintenance Services Q22066	\$1,468.50
EFT173385	15/02/2024	ALBANY CHAMBER OF COMMERCE AND INDUSTRY INC	Event Fee	\$121.00
EFT172945	25/01/2024	ALBANY CITY MOTORS	Plant Parts And Repairs	\$131.07
EFT173117	01/02/2024	ALBANY CITY MOTORS	Plant Parts And Repairs	\$812.05
EFT173291	08/02/2024	ALBANY CITY MOTORS	Plant Parts And Repairs	\$172.89
EFT173483	15/02/2024	ALBANY CITY MOTORS	Plant Parts And Repairs	\$55.43
EFT172702	18/01/2024	ALBANY CITY WIND ENSEMBLE	Event Services	\$990.00
EFT172703	18/01/2024	ALBANY COMMUNITY FOUNDATION	Payroll deductions	\$5.00
EFT173030	01/02/2024	ALBANY COMMUNITY FOUNDATION	Payroll deductions	\$5.00
EFT173392	15/02/2024	ALBANY COMMUNITY FOUNDATION	Payroll deductions	\$5.00
EFT172697	18/01/2024	ALBANY COMMUNITY HOSPICE	Payroll deductions	\$10.00
EFT173025	01/02/2024	ALBANY COMMUNITY HOSPICE	Payroll deductions	\$10.00
EFT173383	15/02/2024	ALBANY COMMUNITY HOSPICE	Payroll deductions	\$10.00
EFT172852	25/01/2024	ALBANY COMMUNITY RADIO T/AS GREAT SOUTHERN FM	Community Development Funding	\$2,610.30
EFT172781	18/01/2024	ALBANY EVENT HIRE	Event Hire Q23015	\$4,246.44
EFT172846	25/01/2024	ALBANY FENCING CONTRACTORS	Fencing Supply, Install, Maintenance C23006(A)	\$11,330.00
EFT173185	08/02/2024	ALBANY FENCING CONTRACTORS	Fencing Supply, Install, Maintenance C23006(A)	\$19,052.00
EFT173378	15/02/2024	ALBANY FENCING CONTRACTORS	Fencing Supply, Install, Maintenance C23006(A)	\$1,815.00
EFT172813	18/01/2024	ALBANY IGA	Drinking Water	\$585.00
EFT173026	01/02/2024	ALBANY INDOOR PLANT HIRE AND SALES	Indoor Plant Hire	\$513.70
EFT173384	15/02/2024	ALBANY INDOOR PLANT HIRE AND SALES	Indoor Plant Hire	\$275.28
EFT172694	18/01/2024	ALBANY INDUSTRIAL SERVICES PTY LTD	Plant And Equipment Hire C23009(C)	\$18,909.96
EFT172849	25/01/2024	ALBANY INDUSTRIAL SERVICES PTY LTD	Plant And Equipment Hire C23009(C)	\$1,663.79
EFT172856	25/01/2024	ALBANY IRRIGATION & DRILLING	Reticulation Materials	\$1,388.70
EFT173195	08/02/2024	ALBANY IRRIGATION & DRILLING	Reticulation Materials	\$2,345.30

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173391	15/02/2024	ALBANY IRRIGATION & DRILLING	Reticulation Materials	\$7,155.40
EFT172812	18/01/2024	ALBANY LOCK & SECURITY	Locksmith Services	\$2,107.80
EFT172983	25/01/2024	ALBANY LOCK & SECURITY	Locksmith Services	\$1,350.35
EFT173156	01/02/2024	ALBANY LOCK & SECURITY	Locksmith Services	\$1,866.82
EFT173342	08/02/2024	ALBANY LOCK & SECURITY	Locksmith Services	\$151.65
EFT173542	15/02/2024	ALBANY LOCK & SECURITY	Locksmith Services	\$3,363.05
EFT172701	18/01/2024	ALBANY MILK DISTRIBUTORS	Milk Deliveries	\$83.36
EFT173194	08/02/2024	ALBANY MILK DISTRIBUTORS	Milk Deliveries	\$649.36
EFT172790	18/01/2024	ALBANY NEWS DELIVERY	Newspaper Delivery	\$302.74
EFT172953	25/01/2024	ALBANY NEWS DELIVERY	Newspaper Delivery	\$140.07
EFT173302	08/02/2024	ALBANY NEWS DELIVERY	Newspaper Delivery	\$213.48
EFT173496	15/02/2024	ALBANY NEWS DELIVERY	Newspaper Delivery	\$128.07
EFT172699	18/01/2024	ALBANY OFFICE PRODUCTS DEPOT	Stationery / Office Supplies	\$830.80
EFT172855	25/01/2024	ALBANY OFFICE PRODUCTS DEPOT	Stationery / Office Supplies	\$362.50
EFT173029	01/02/2024	ALBANY OFFICE PRODUCTS DEPOT	Stationery / Office Supplies	\$835.20
EFT173193	08/02/2024	ALBANY OFFICE PRODUCTS DEPOT	Stationery / Office Supplies	\$1,516.93
EFT173388	15/02/2024	ALBANY OFFICE PRODUCTS DEPOT	Stationery / Office Supplies	\$240.35
EFT172700	18/01/2024	ALBANY PLASTERBOARD COMPANY	Freight Charges	\$880.00
EFT173389	15/02/2024	ALBANY PLASTERBOARD COMPANY	Freight Charges	\$880.00
EFT172963	25/01/2024	ALBANY PLUMBING AND GAS	Plumbing Services C21006	\$2,644.20
EFT173137	01/02/2024	ALBANY PLUMBING AND GAS	Plumbing Services C21006	\$5,245.75
EFT173313	08/02/2024	ALBANY PLUMBING AND GAS	Plumbing Services C21006	\$11,281.14
EFT173511	15/02/2024	ALBANY PLUMBING AND GAS	Plumbing Services C21006	\$3,224.32
EFT173036	01/02/2024	ALBANY PRIDE INCORPORATED	Regional Events Sponsorship	\$10,000.00
EFT173390	15/02/2024	ALBANY QUALITY LAWNMOWING	Lawnmowing Services	\$130.00
EFT173031	01/02/2024	ALBANY RECORDS MANAGEMENT	Offsite Storage	\$522.50
EFT173393	15/02/2024	ALBANY RECORDS MANAGEMENT	Offsite Storage	\$522.50
EFT173326	08/02/2024	ALBANY SCAFFOLD HIRE	Scaffolding Services	\$4,284.50
EFT172854	25/01/2024	ALBANY SCREENPRINTERS	Screen-printing Services	\$133.00
EFT173028	01/02/2024	ALBANY SCREENPRINTERS	Screen-printing Services	\$1,606.00
EFT173038	01/02/2024	ALBANY SHANTY FEST INCORPORATED	Regional Events Sponsorship	\$10,000.00
EFT173065	01/02/2024	ALBANY SIGNS	Sign Printing / Supply	\$643.50
EFT173229	08/02/2024	ALBANY SIGNS	Sign Printing / Supply	\$1,567.50
EFT173426	15/02/2024	ALBANY SIGNS	Sign Printing / Supply	\$1,743.50
EFT172881	25/01/2024	ALBANY SKIPS AND WASTE SERVICES	Waste Disposal Services	\$287.50
EFT173331	08/02/2024	ALBANY SOAPBOX CLUB INC	Prize Payment	\$500.00

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172853	25/01/2024	ALBANY SPEEDWAY CLUB INC	Regional Events Sponsorship	\$10,000.00
EFT173196	08/02/2024	ALBANY STAINLESS STEEL	Grounds Maintenance Materials	\$114.40
EFT173027	01/02/2024	ALBANY SURF LIFE SAVING CLUB	Transport Services	\$200.00
EFT172696	18/01/2024	ALBANY SWEEP CLEAN	Sweeping Services C23005	\$385.00
EFT172851	25/01/2024	ALBANY SWEEP CLEAN	Sweeping Services C23005	\$6,391.00
EFT173191	08/02/2024	ALBANY SWEEP CLEAN	Sweeping Services C23005	\$10,868.00
EFT172848	25/01/2024	ALBANY TOYOTA	Vehicle Servicing / Parts Q23005	\$4,382.67
EFT173023	01/02/2024	ALBANY TOYOTA	Vehicle Servicing / Parts Q23005	\$785.62
EFT173189	08/02/2024	ALBANY TOYOTA	Vehicle Servicing / Parts Q23005	\$320.00
EFT172820	18/01/2024	ALBANY TYREPOWER	Tyre Maintenance / Supply	\$65.00
EFT173164	01/02/2024	ALBANY TYREPOWER	Tyre Maintenance / Supply	\$300.00
EFT173351	08/02/2024	ALBANY TYREPOWER	Tyre Maintenance / Supply	\$7,107.00
EFT172695	18/01/2024	ALBANY V-BELT AND RUBBER	Plant Parts And Repairs	\$1,634.11
EFT172850	25/01/2024	ALBANY V-BELT AND RUBBER	Plant Parts And Repairs	\$100.81
EFT173382	15/02/2024	ALBANY V-BELT AND RUBBER	Plant Parts And Repairs	\$1,365.84
EFT172705	18/01/2024	ALBANY WACKY GOLF	Event Services	\$2,100.00
EFT172858	25/01/2024	ALBANY WACKY GOLF	Event Services	\$1,800.00
EFT173198	08/02/2024	ALBANY WACKY GOLF	Event Services	\$2,400.00
EFT173387	15/02/2024	ALBANY WINDOWS	Hardware Supplies / Tools	\$39.60
EFT173114	01/02/2024	ALBANY WORLD OF CARS	Purchase Of New Vehicle	\$43,880.21
EFT172859	25/01/2024	ALINTA	Gas Charges	\$35.85
EFT173200	08/02/2024	ALINTA	Gas Charges	\$137.50
EFT173024	01/02/2024	ALL TECH MECHANICAL / ALBANY BRAKE AND CLUTCH	Vehicle Maintenance	\$10.00
EFT173190	08/02/2024	ALL TECH MECHANICAL / ALBANY BRAKE AND CLUTCH	Vehicle Maintenance	\$40.00
EFT173083	01/02/2024	ALL TRUCK REPAIRS	Plant Parts And Repairs	\$93.50
EFT173247	08/02/2024	ALL TRUCK REPAIRS	Plant Parts And Repairs	\$2,197.95
EFT172706	18/01/2024	ALL TRUCK SPARES	Plant Parts And Repairs	\$67.06
EFT172890	25/01/2024	AMANDA CRUSE	Mayor And Councillor Allowance	\$3,042.50
EFT173034	01/02/2024	AMITY HEALTH LIMITED	EAP Services	\$187.00
EFT172727	18/01/2024	AMPOL AUSTRALIA PETROLEUM PTY LTD	Bulk Diesel Delivery	\$41,865.11
EFT172877	25/01/2024	AMPOL AUSTRALIA PETROLEUM PTY LTD	Bulk Diesel Delivery	\$44,891.22
EFT173057	01/02/2024	AMPOL AUSTRALIA PETROLEUM PTY LTD	Bulk Diesel Delivery	\$17,777.14
EFT173418	15/02/2024	AMPOL AUSTRALIA PETROLEUM PTY LTD	Bulk Diesel Delivery	\$20,405.67
EFT172726	18/01/2024	AMPOL LIMITED	Ampol Fuel Cards	\$7,285.21
EFT173417	15/02/2024	AMPOL LIMITED	Ampol Fuel Cards	\$8,274.83
EFT172861	25/01/2024	ANTHONY E BALL	Workshop Presentation	\$150.00

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173201	08/02/2024	ANTONIA'S DANCE STUDIO	Dance Classes	\$840.00
EFT172757	18/01/2024	APPLIED INDUSTRIAL TECHNOLOGIES GREAT SOUTHERN BEARINGS	Plant Parts And Repairs	\$194.85
EFT173517	15/02/2024	ARCHERY SKIRMISH & BUBBLE BASH SOCCER	Event Services	\$5,175.00
EFT173397	15/02/2024	ARDESS NURSERY	Vegetation Management Materials	\$1,022.25
EFT172863	25/01/2024	ARMSTRONG SHINE GROUP PTY LTD	Window Cleaning Services Q23039	\$3,300.00
EFT173039	01/02/2024	ARMSTRONG SHINE GROUP PTY LTD	Window Cleaning Services Q23039	\$1,100.00
EFT172862	25/01/2024	ARTISAN SOAP WORKS	Workshop Presentation / Stock Items - Forts Store	\$450.00
EFT173037	01/02/2024	ARTISAN SOAP WORKS	Workshop Presentation / Stock Items - Forts Store	\$493.14
EFT172930	25/01/2024	ARTISTRALIA	Screening Rights	\$1,870.00
EFT172707	18/01/2024	ATC WORK SMART	Casual Labour / Apprentices	\$17,196.29
EFT172864	25/01/2024	ATC WORK SMART	Casual Labour / Apprentices	\$19,926.08
EFT173040	01/02/2024	ATC WORK SMART	Casual Labour / Apprentices	\$18,582.04
EFT173202	08/02/2024	ATC WORK SMART	Casual Labour / Apprentices	\$15,089.35
EFT173398	15/02/2024	ATC WORK SMART	Casual Labour / Apprentices	\$19,757.85
EFT173457	15/02/2024	ATC WORK SMART - TRAINING	Course Fees	\$636.00
EFT173041	01/02/2024	ATTEKUS	Bookable Consulting Services	\$9,590.63
EFT173203	08/02/2024	AURAVEDA PTY LTD	Stock Items - Forts Store	\$168.00
EFT172712	18/01/2024	AUSCOINWEST	Stock Items - Forts Store	\$1,184.70
EFT172865	25/01/2024	AUSROAD MANUFACTURING PTY LTD	Plant Parts And Repairs	\$322.74
EFT173006	25/01/2024	AUSSIE BROADBAND LIMITED	Internet Fees	\$348.00
EFT172708	18/01/2024	AUSTRALIA POST	Postage	\$8,226.15
EFT173399	15/02/2024	AUSTRALIA POST	Postage	\$6,262.53
EFT172711	18/01/2024	AUSTRALIAN INSTITUTE OF MANAGEMENT WESTERN AUSTRALIA	Staff Training	\$10,920.00
EFT173035	01/02/2024	AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD T/A APARC	Fee Pillar Charges	\$181.26
EFT173396	15/02/2024	AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD T/A APARC	Fee Pillar Charges	\$338.67
EFT172710	18/01/2024	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	\$1,427.50
EFT173043	01/02/2024	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	\$1,411.00
EFT173401	15/02/2024	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	\$1,358.00
EFT172709	18/01/2024	AUSTRALIAN TAXATION OFFICE	Payroll deductions	\$244,145.00
EFT173042	01/02/2024	AUSTRALIAN TAXATION OFFICE	Payroll deductions	\$226,150.96
EFT173400	15/02/2024	AUSTRALIAN TAXATION OFFICE	Payroll deductions	\$235,464.96
EFT172902	25/01/2024	AUSTRALIAN TRAINING MANAGEMENT PTY LTD	Staff Training	\$1,720.00

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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173444	15/02/2024	AUSTRALIAN TRAINING MANAGEMENT PTY LTD	Staff Training	\$4,600.00
EFT173235	08/02/2024	AWESOME ABORIGINAL CONSULTANCY	Aboriginal Engagement Services	\$3,000.00
EFT173358	08/02/2024	B WEHR	Rates Refund	\$827.92
EFT173046	01/02/2024	BAKERS FOOD & FUEL	Meals And Refreshments	\$261.60
EFT173205	08/02/2024	BAKERS FOOD & FUEL	Meals And Refreshments	\$179.10
EFT173402	15/02/2024	BAKERS FOOD & FUEL	Meals And Refreshments	\$247.33
EFT172713	18/01/2024	BARRICADES MEDIA PTY LTD (GOLD MX & FLY FM)	Advertising	\$396.00
EFT173206	08/02/2024	BARRICADES MEDIA PTY LTD (GOLD MX & FLY FM)	Advertising	\$748.00
EFT172782	18/01/2024	BARRY TERRENCE MANESTER T/AS CREATIVE BATHROOMS AND TILES	Acid Clean - Pool Deck	\$8,020.00
EFT173047	01/02/2024	BATTLEFIELD BLUE	Stock Items - Forts Store	\$228.00
EFT173207	08/02/2024	BENARA NURSERIES	Landscape Supplies	\$461.89
EFT172716	18/01/2024	BEYOND CLARITY	Monthly Subscription	\$90.75
EFT173087	01/02/2024	BILL GIBBS EXCAVATIONS	Plant And Equipment Hire C23009(D)	\$55,334.69
EFT173250	08/02/2024	BILL GIBBS EXCAVATIONS	Plant And Equipment Hire C23009(D)	\$7,141.20
EFT173455	15/02/2024	BILL GIBBS EXCAVATIONS	Plant And Equipment Hire C23009(D)	\$71,957.62
EFT173404	15/02/2024	BIO DIVERSE SOLUTIONS	Professional Services	\$6,888.75
EFT172868	25/01/2024	BLOOMIN FLOWERS SPENCER PARK	Floral Arrangement	\$80.00
EFT173049	01/02/2024	BLOOMIN FLOWERS SPENCER PARK	Floral Arrangement	\$50.00
EFT173209	08/02/2024	BLOOMIN FLOWERS SPENCER PARK	Floral Arrangement	\$50.00
EFT172720	18/01/2024	BLUE SKY RENEWABLES PTY LTD	Vegetation Maintenance Services	\$2,200.00
EFT173214	08/02/2024	BLUE SKY RENEWABLES PTY LTD	Thermal Energy Supply	\$23,516.87
EFT173411	15/02/2024	BLUE SKY RENEWABLES PTY LTD	Vegetation Maintenance Services	\$2,200.00
EFT173055	01/02/2024	BLUE VANE SCOREBOARDS PTY LTD	Supply And Install Scoreboards	\$50,985.00
EFT173368	08/02/2024	BLUEWATER TANKS	Plant Purchases	\$26,127.00
EFT172869	25/01/2024	BOC GASES AUSTRALIA LIMITED	Gas Bottle Charges	\$97.79
EFT173407	15/02/2024	BOC GASES AUSTRALIA LIMITED	Gas Bottle Charges	\$100.29
EFT172870	25/01/2024	BOOKEASY AUSTRALIA PTY LTD	Bookeasy Booking Fees	\$696.32
EFT173050	01/02/2024	BOOKEASY AUSTRALIA PTY LTD	Bookeasy Booking Fees	\$588.76
EFT172717	18/01/2024	BP BIRD PLUMBING & GAS PTY LTD	Plant Servicing Services	\$134.00
EFT172958	25/01/2024	BRAYDEN JOHN PARKER	Mowing Services	\$232.50
EFT172871	25/01/2024	BROCKS	Gift Voucher	\$182.88
EFT172719	18/01/2024	BROOKS HEAVY TRANSPORT SERVICE PTY LTD	Plant And Equipment Hire	\$544.50
EFT173052	01/02/2024	BROOKS HEAVY TRANSPORT SERVICE PTY LTD	Plant And Equipment Hire	\$819.50
EFT173212	08/02/2024	BROOKS HEAVY TRANSPORT SERVICE PTY LTD	Plant And Equipment Hire	\$489.50
EFT173410	15/02/2024	BROOKS HEAVY TRANSPORT SERVICE PTY LTD	Plant And Equipment Hire	\$181.50

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LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172872	25/01/2024	BROOKS HIRE SERVICE PTY LTD	Plant And Equipment Hire	\$6,869.87
EFT173051	01/02/2024	BROOKS HIRE SERVICE PTY LTD	Plant And Equipment Hire	\$4,344.78
EFT173211	08/02/2024	BROOKS HIRE SERVICE PTY LTD	Plant And Equipment Hire	\$174.17
EFT173409	15/02/2024	BROOKS HIRE SERVICE PTY LTD	Plant And Equipment Hire	\$632.24
EFT172943	25/01/2024	BUCHER MUNICIPAL PTY LTD	Plant Parts And Repairs	\$1,779.86
EFT172721	18/01/2024	BUILDING AND CONSTRUCTION INDUSTRY TRAINING BOARD	BCITF Levy	\$3,701.40
EFT173412	15/02/2024	BUILDING AND CONSTRUCTION INDUSTRY TRAINING BOARD	BCITF Levy	\$4,952.17
EFT172723	18/01/2024	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$298.20
EFT172874	25/01/2024	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$316.05
EFT173054	01/02/2024	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$842.26
EFT173217	08/02/2024	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$1,189.96
EFT173413	15/02/2024	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$538.65
EFT172724	18/01/2024	BUSY BLUE BUS	Rezdy Tour Sales	\$1,051.45
EFT172875	25/01/2024	BUSY BLUE BUS	Rezdy Tour Sales	\$306.00
EFT173218	08/02/2024	BUSY BLUE BUS	Rezdy Tour Sales	\$97.75
EFT172876	25/01/2024	C & C MACHINERY CENTRE	Plant Parts And Repairs	\$39,501.00
EFT173056	01/02/2024	C & C MACHINERY CENTRE	Plant Parts And Repairs	\$1,230.00
EFT173414	15/02/2024	C & C MACHINERY CENTRE	Plant Parts And Repairs	\$1,321.37
EFT173053	01/02/2024	C BROOKS	Reusable Nappy Incentive	\$100.00
EFT173120	01/02/2024	C MCDONALD	Rates Refund	\$856.12
EFT173550	15/02/2024	C TURNER	Rates Refund	\$827.55
EFT172725	18/01/2024	CABCHARGE PAYMENTS PTY LTD	Taxi Fares	\$125.79
EFT173415	15/02/2024	CABCHARGE PAYMENTS PTY LTD	Taxi Fares	\$181.97
EFT173416	15/02/2024	CALIBRE CARE	Waste Management Supplies	\$200.00
EFT172879	25/01/2024	CAMLYN SPRINGS	Water Refills	\$195.00
EFT172878	25/01/2024	CAMTRANS ALBANY PTY LTD	Freight Charges	\$80.00
EFT173221	08/02/2024	CAMTRANS ALBANY PTY LTD	Freight Charges	\$1,925.00
EFT172728	18/01/2024	CARROLL AND RICHARDSON FLAGS	Flag Purchases	\$275.04
EFT173223	08/02/2024	CBD ARCHITECTS PTY LTD	Design Services	\$2,579.50
EFT173225	08/02/2024	CENTENNIAL STADIUM INC	Electrical Charges	\$216.62
EFT172730	18/01/2024	CENTIGRADE SERVICES PTY LTD	Air Conditioning / Plant Maintenance Services C21008, C22012	\$1,188.81
EFT173060	01/02/2024	CENTIGRADE SERVICES PTY LTD	Air Conditioning / Plant Maintenance Services C21008, C22012	\$663.74
EFT173224	08/02/2024	CENTIGRADE SERVICES PTY LTD	Air Conditioning / Plant Maintenance Services C21008, C22012	\$2,544.35

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173420	15/02/2024	CENTIGRADE SERVICES PTY LTD	Air Conditioning / Plant Maintenance Services C21008, C22012	\$1,377.13
EFT172738	18/01/2024	CGS QUALITY CLEANING	Cleaning Services C23016	\$96,935.51
EFT172893	25/01/2024	CGS QUALITY CLEANING	Cleaning Services C23016	\$965.60
EFT173239	08/02/2024	CGS QUALITY CLEANING	Cleaning Services C23016	\$3,840.99
EFT173369	08/02/2024	CGS QUALITY CLEANING	Cleaning Services C23016	\$23,590.00
EFT173434	15/02/2024	CGS QUALITY CLEANING	Cleaning Services C23016	\$90,999.67
EFT172731	18/01/2024	CHILD SUPPORT AGENCY	Payroll deductions	\$1,546.60
EFT173061	01/02/2024	CHILD SUPPORT AGENCY	Payroll deductions	\$1,546.60
EFT173422	15/02/2024	CHILD SUPPORT AGENCY	Payroll deductions	\$1,801.26
EFT172883	25/01/2024	CHILDREN'S BOOK COUNCIL OF AUSTRALIA WESTERN AUSTRALIAN BRANCH INC	Annual Subscription	\$75.00
EFT173062	01/02/2024	CHRIS O'KEEFE CONSTRUCTION COST CONSULTANT	Design Services	\$1,815.00
EFT173423	15/02/2024	CINEFEST OZ	Grant Funding	\$27,500.00
EFT173063	01/02/2024	CIVICA PTY LTD	Software License Fees	\$857.30
EFT172885	25/01/2024	CLEANAWAY PTY LIMITED	Waste Disposal Services P14021	\$6,620.45
EFT173226	08/02/2024	CLEANAWAY PTY LIMITED	Waste Disposal Services P20020 / P14021	\$368,039.52
EFT172732	18/01/2024	CMM TECHNOLOGY	Recalibration Services	\$566.50
EFT172698	18/01/2024	COASTAL CRANES ALBANY	Plant And Equipment Hire Q23053	\$767.25
EFT173192	08/02/2024	COASTAL CRANES ALBANY	Plant and Equipment Hire Q23053	\$896.50
EFT172734	18/01/2024	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering / Gift Cards / Office Supplies	\$595.30
EFT172886	25/01/2024	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering / Gift Cards / Office Supplies	\$438.23
EFT173064	01/02/2024	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering / Gift Cards / Office Supplies	\$24.37
EFT173228	08/02/2024	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering / Gift Cards / Office Supplies	\$201.62
EFT173425	15/02/2024	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering / Gift Cards / Office Supplies	\$289.40
EFT173234	08/02/2024	COLES SUPERMARKETS AUSTRALIA PTY LTD (ONLINE ONLY)	Office Supplies	\$1,381.70
EFT173220	08/02/2024	COMMERCIAL AQUATICS AUSTRALIA (WA) PTY LTD	Plant Maintenance Services Q22028	\$9,515.00
EFT173429	15/02/2024	COMMUNITY RESOURCES LTD (SOFT LANDING)	Recycling Services Q23028	\$5,096.30
EFT172887	25/01/2024	CORNERSTONE LEGAL	Legal Fees	\$2,002.00
EFT172735	18/01/2024	CORSIGN WA PTY LTD	Sign Printing / Supply	\$550.00
EFT172946	25/01/2024	CRAIG MCKINLEY	Mayor And Councillor Allowance	\$3,042.50
EFT173230	08/02/2024	CRAYON AUSTRALIA PTY LTD	Software Subscription	\$622.49
EFT173066	01/02/2024	CREATIONS HOMES PTY LTD	Construction Services C21015	\$76,002.64
EFT173231	08/02/2024	CREATIONS HOMES PTY LTD	Construction Services C21015	\$1,995.20
EFT173428	15/02/2024	CREATIONS HOMES PTY LTD	Construction Services C21015	\$5,991.71
EFT172736	18/01/2024	CREATIVE SPACES	Consultancy Services	\$2,288.00

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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172841	19/01/2024	CRISTIAN STROEMBERG	Performance Fees	\$900.00
EFT173233	08/02/2024	CRUMPS CANVAS	Gym Equipment Maintenance	\$1,500.00
EFT173430	15/02/2024	CYNERGIC INTERNET	Cloud Services	\$2,106.89
EFT173306	08/02/2024	CYNTHIA TRACEY ORR	Stock Items - Box Office	\$276.00
EFT173505	15/02/2024	CYNTHIA TRACEY ORR	Stock Items - Box Office	\$254.50
EFT172891	25/01/2024	D & K ENGINEERING	Plant Parts And Repairs	\$2,467.30
EFT173069	01/02/2024	D & K ENGINEERING	Plant Parts And Repairs	\$1,225.40
EFT173431	15/02/2024	D & K ENGINEERING	Plant Parts And Repairs	\$3,561.80
EFT173146	01/02/2024	D SAWERS	Rates Refund	\$799.00
EFT173033	01/02/2024	DA CHRISTIE PTY LTD	Software Subscription	\$8,763.37
EFT173140	01/02/2024	DARREL JOHN RADCLIFFE	Sculpture	\$1,800.00
EFT173070	01/02/2024	DATA #3 LIMITED	Software Expenses	\$2,579.87
EFT173237	08/02/2024	DATA #3 LIMITED	Software Expenses	\$1,468.50
EFT173115	01/02/2024	DAVID LEECH	Stock Items - Forts Store	\$102.00
EFT173284	08/02/2024	DAVID LEECH	Stock Items - Forts Store	\$240.00
EFT173432	15/02/2024	DAVRIC AUSTRALIA	Stock Items - Forts Store	\$1,656.93
EFT172889	25/01/2024	DELMA BAESJOU	Mayor And Councillor Allowance	\$3,042.50
EFT172692	18/01/2024	DELTA AGRIBUSINESS PTY LTD T/AS WELLSTEAD RURAL SERVICES	Fuel / Gas Bottle Purchases	\$99.50
EFT173022	01/02/2024	DELTA AGRIBUSINESS PTY LTD T/AS WELLSTEAD RURAL SERVICES	Fuel / Gas Bottle Purchases	\$55.69
EFT173379	15/02/2024	DELTA AGRIBUSINESS PTY LTD T/AS WELLSTEAD RURAL SERVICES	Fuel / Gas Bottle Purchases	\$49.75
EFT172960	25/01/2024	DELTA AGRIBUSINESS T/A PETER GRAHAM CO	Vegetation Management Materials	\$502.00
EFT173134	01/02/2024	DELTA AGRIBUSINESS T/A PETER GRAHAM CO	Vegetation Management Materials	\$724.86
EFT173310	08/02/2024	DELTA AGRIBUSINESS T/A PETER GRAHAM CO	Vegetation Management Materials	\$250.00
EFT173071	01/02/2024	DENMARK BULLETIN	Advertising	\$650.00
EFT172896	25/01/2024	DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS (FORMERLY DEPT OF PARKS & WILDLIFE)	National Park Passes For Resale	\$3,942.00
EFT173437	15/02/2024	DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS (FORMERLY DEPT OF PARKS & WILDLIFE)	National Park Passes For Resale	\$2,029.50
EFT173180	08/02/2024	DEPARTMENT OF JUSTICE - FINES ENFORCEMENT	Legal Services	\$171.70
EFT173436	15/02/2024	DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES	Standards Panel Fees	\$1,034.00
EFT172722	18/01/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL Levy	\$16,257.95
EFT173216	08/02/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL Levy	\$10,126.22

**CITY OF ALBANY
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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172895	25/01/2024	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	Lease Payment	\$550.00
EFT173538	15/02/2024	DEPARTMENT OF THE PREMIER & CABINET - STATE LAW PUBLISHER	Advertising	\$93.60
EFT173439	15/02/2024	DEPARTMENT OF TRANSPORT	Disclosure Of Information Fees	\$145.20
EFT173438	15/02/2024	DEPARTMENT OF TRANSPORT - MARINE SAFETY	Community Jetty Renewal Fee	\$45.10
EFT172897	25/01/2024	DESIGNER DIRT PTY LTD	Stock Items - Forts Store	\$297.50
EFT173296	08/02/2024	DIANA LOUISE MILLER	Stock Items - Visitor Centre	\$720.00
EFT172898	25/01/2024	DIRECTORIES OF AUSTRALIA PTY LTD	Business Directory Of Australia	\$1,072.50
EFT172741	18/01/2024	DISCOVERY BAY TOURISM PRECINCT LTD	Community Event Funding / Rezdy Tour Sales	\$76.50
EFT173240	08/02/2024	DISCOVERY BAY TOURISM PRECINCT LTD	Community Event Funding	\$2,500.00
EFT173433	15/02/2024	DIVERSITY COUNCIL AUSTRALIA	Membership Payment	\$3,049.00
EFT172742	18/01/2024	DJL ELECTRICAL CONTRACTING	Testing And Tagging / Electrical Services Q21057	\$4,706.90
EFT172900	25/01/2024	DJL ELECTRICAL CONTRACTING	Testing And Tagging / Electrical Services Q21057	\$4,206.59
EFT173072	01/02/2024	DJL ELECTRICAL CONTRACTING	Testing And Tagging / Electrical Services Q21057	\$898.26
EFT173242	08/02/2024	DJL ELECTRICAL CONTRACTING	Testing And Tagging / Electrical Services Q21057	\$1,535.00
EFT173440	15/02/2024	DJL ELECTRICAL CONTRACTING	Testing And Tagging / Electrical Services Q21057	\$1,605.01
EFT173441	15/02/2024	DODGY BROS DODGEBALL CO.	Event Hire	\$4,620.00
EFT172901	25/01/2024	DRIVEADS	Graphic Design Services	\$580.00
EFT173243	08/02/2024	DRIVEADS PTY	Graphic Design Services	\$380.00
EFT173442	15/02/2024	DRIVEADS PTY	Graphic Design Services	\$480.00
EFT173076	01/02/2024	DUE SOUTH SURFING ACADEMY	Surf Lessons	\$1,500.00
EFT173443	15/02/2024	DYNAMIC GIFT INTERNATIONAL PTY LTD	Promotional Materials	\$1,995.27
EFT173045	01/02/2024	E BAIL	Rates Refund	\$1,021.30
EFT173125	01/02/2024	E NABILON	Rates Refund	\$251.06
EFT173139	01/02/2024	E PROCTOR	Rates Refund	\$832.99
EFT173447	15/02/2024	E ROWLEY	Refund	\$153.00
EFT172999	25/01/2024	E VORSTER	Staff Reimbursement	\$20.00
EFT172743	18/01/2024	EASI PACKAGING PTY LTD	Payroll deductions	\$11,955.64
EFT173077	01/02/2024	EASI PACKAGING PTY LTD	Payroll deductions	\$11,955.64
EFT173445	15/02/2024	EASI PACKAGING PTY LTD	Payroll deductions	\$11,955.64
EFT172903	25/01/2024	ECO REPUBLIC DESIGN	Stock Items - Forts Store	\$463.00
EFT172744	18/01/2024	EDEN GATE ESTATE	Stock Items - Visitor Centre	\$214.20
EFT173244	08/02/2024	ELKA AUSTRALIA	Stock Items - Visitor Centre	\$1,328.80
EFT173446	15/02/2024	ELLEKER GENERAL STORE AND TAVERN	Diesel Purchases	\$228.11
EFT172745	18/01/2024	ELLEKER PROGRESS & SPORTING ASSOCIATION	Community Financial Assistance	\$1,813.00
EFT172825	18/01/2024	ELOISE WALLEFELD	Stock Items - Box Office	\$378.15

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173138	01/02/2024	EMMA MARGARET POLETTE	Workshop Presentation	\$260.00
EFT172904	25/01/2024	ENVIRO PIPES PTY LTD	Drainage Materials	\$6,516.40
EFT173079	01/02/2024	ENVIRO PIPES PTY LTD	Drainage Materials	\$6,701.20
EFT173204	08/02/2024	ENVIRONMENTAL HEALTH AUSTRALIA (WA) INC	Conference Registration	\$4,629.00
EFT172905	25/01/2024	E-STRALIAN PTY LTD T/A SPARQUE	Weekly E-Bike Lease	\$494.02
EFT173245	08/02/2024	E-STRALIAN PTY LTD T/A SPARQUE	Weekly E-Bike Lease	\$494.02
EFT173178	01/02/2024	EVE YOUNG	Stock Items - Forts Store	\$1,002.21
EFT173080	01/02/2024	EVERTRANS	Plant Purchases Q23066	\$11,655.00
EFT173448	15/02/2024	EVERTRANS	Plant Purchases Q23066	\$28,613.20
EFT173081	01/02/2024	EYERITE SIGNS	Sign Printing / Supply	\$9,820.80
EFT173246	08/02/2024	EYERITE SIGNS	Sign Printing / Supply	\$3,438.33
EFT173449	15/02/2024	EYERITE SIGNS	Sign Printing / Supply	\$4,419.25
EFT173477	15/02/2024	F LEVEQUE	Rates Refund	\$360.27
EFT172996	25/01/2024	F VAN DER HORST	Staff Reimbursement	\$200.00
EFT173082	01/02/2024	FARMERS CENTRE (1978) PTY LTD	Plant Parts And Repairs	\$336.34
EFT173452	15/02/2024	FIRE & SAFETY WA	Badge Printing	\$82.50
EFT172906	25/01/2024	FIRST NATIONAL BAIRSTOW KERR	Rental Charges	\$200.00
EFT172907	25/01/2024	FLEET NETWORK	Novated Leases And Associated Costs	\$1,618.54
EFT173248	08/02/2024	FLEET NETWORK	Novated Leases And Associated Costs	\$1,618.54
EFT172908	25/01/2024	FLIPS ELECTRICS	Electrical Services	\$363.00
EFT172746	18/01/2024	FLOOD THE MOON	Event Hire	\$300.00
EFT172747	18/01/2024	FOUR TONE ARTISTS	Performance Fees	\$8,250.00
EFT173249	08/02/2024	FREESTYLE NOW	Youth Program Presentation	\$8,030.00
EFT173085	01/02/2024	FREMANTLE ARTS CENTRE PRESS	Stock Items - Forts Store	\$1,565.26
EFT173086	01/02/2024	FUELFIX AND TANKS 2 GO	Plant Parts And Repairs	\$247.50
EFT173453	15/02/2024	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	Photocopier Charges	\$1.99
EFT172751	18/01/2024	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning / Hygiene Supplies / Services Q22034	\$2,871.50
EFT172911	25/01/2024	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning / Hygiene Supplies / Services Q22034	\$291.00
EFT173088	01/02/2024	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning / Hygiene Supplies / Services Q22034	\$2,848.11
EFT173252	08/02/2024	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning / Hygiene Supplies / Services Q22034	\$3,853.04
EFT173456	15/02/2024	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning / Hygiene Supplies / Services Q22034	\$529.06
EFT172910	25/01/2024	G HARD	Refund	\$100.00
EFT173168	01/02/2024	G WARREN	Refund	\$296.00
EFT173454	15/02/2024	GALLERY WORKS	Framing Services	\$260.00
EFT172748	18/01/2024	GB MARINE	Event Services	\$750.00
EFT172759	18/01/2024	GHD PTY LTD	Design Services Q22014	\$17,724.63

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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173464	15/02/2024	GHD PTY LTD	Groundwater Testing Services	\$40,437.49
EFT173467	15/02/2024	GLENN MICHAEL HEGEDUS	Workshop Presentation	\$550.00
EFT172749	18/01/2024	GLENN'S HEAVY RECOVERY & TOWING	Delivery Services	\$220.00
EFT172750	18/01/2024	GLOBAL MARINE ENCLOSURES PTY LTD	Maintenance Fees C20011	\$6,420.00
EFT173251	08/02/2024	GLOBAL MARINE ENCLOSURES PTY LTD	Maintenance Fees C20011	\$6,420.00
EFT173089	01/02/2024	GRANDE FOOD SERVICE PTY LTD	Stock Items - Forts Store	\$138.90
EFT173254	08/02/2024	GRAVITY ETC T/A X5 ACADEMY	Performance Fees	\$4,950.00
EFT173463	15/02/2024	GREAT SOUTHERN FARM SERVICE	Plant Parts And Repairs	\$662.01
EFT172755	18/01/2024	GREAT SOUTHERN FUELS	Fuel Purchases	\$944.19
EFT173258	08/02/2024	GREAT SOUTHERN LIQUID WASTE	Liquid Waste Disposal Services	\$4,746.50
EFT172754	18/01/2024	GREAT SOUTHERN PEST & WEED CONTROL / ALBANY PEST & WEED CONTROL	Pest Management Services Q23031	\$256.00
EFT172914	25/01/2024	GREAT SOUTHERN PEST & WEED CONTROL / ALBANY PEST & WEED CONTROL	Pest Management Services Q23031	\$165.00
EFT173092	01/02/2024	GREAT SOUTHERN PEST & WEED CONTROL / ALBANY PEST & WEED CONTROL	Pest Management Services Q23031	\$3,647.25
EFT172756	18/01/2024	GREAT SOUTHERN SUPPLIES	Cleaning / Hygiene Supplies Q23004 / Uniforms / PPE Q22022	\$9,070.41
EFT172915	25/01/2024	GREAT SOUTHERN SUPPLIES	Cleaning / Hygiene Supplies Q23004 / Uniforms / PPE Q22022	\$2,889.60
EFT173093	01/02/2024	GREAT SOUTHERN SUPPLIES	Cleaning / Hygiene Supplies Q23004 / Uniforms / PPE Q22022	\$707.80
EFT173256	08/02/2024	GREAT SOUTHERN SUPPLIES	Cleaning / Hygiene Supplies Q23004 / Uniforms / PPE Q22022	\$3,824.44
EFT173460	15/02/2024	GREAT SOUTHERN SUPPLIES	Cleaning / Hygiene Supplies Q23004 / Uniforms / PPE Q22022	\$605.15
EFT172739	18/01/2024	GREAT SOUTHERN TOURISM EVENTS	Regional Events Sponsorship	\$6,600.00
EFT172714	18/01/2024	GREAT SOUTHERN TREE CARE PTY LTD T/A BARRETTS TREE SERVICES	Vegetation Management Services C21005(B)	\$1,500.00
EFT172866	25/01/2024	GREAT SOUTHERN TREE CARE PTY LTD T/A BARRETTS TREE SERVICES	Vegetation Management Services C21005(B)	\$1,960.00
EFT173461	15/02/2024	GREEN MAN MEDIA PRODUCTIONS	Advertising	\$594.00
EFT172913	25/01/2024	GREEN SKILLS INCORPORATED	Vegetation Maintenance Services Q23010(A)	\$5,476.00
EFT173091	01/02/2024	GREEN SKILLS INCORPORATED	Vegetation Maintenance Services Q23010(A)	\$6,757.53
EFT173255	08/02/2024	GREEN SKILLS INCORPORATED	Vegetation Maintenance Services Q23010(A)	\$8,770.50
EFT173459	15/02/2024	GREEN SKILLS INCORPORATED	Vegetation Maintenance Services Q23010(A)	\$1,877.50

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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173257	08/02/2024	GREENMAN TRADING COMPANY	Assessment Services	\$996.27
EFT172981	25/01/2024	GREGORY BRIAN STOCKS	Mayor And Councillor Allowance	\$12,197.08
EFT172758	18/01/2024	GREYBIRD MEDIA	Advertising	\$574.20
EFT173462	15/02/2024	GREYBIRD MEDIA	Advertising	\$574.20
EFT173227	08/02/2024	GULL ROCK CONSTRUCTIONS	Road Construction Works	\$5,759.60
EFT173424	15/02/2024	GULL ROCK CONSTRUCTIONS	Road Construction Works	\$10,477.50
EFT173073	01/02/2024	H DOWELL	Rates Refund	\$847.95
EFT173480	15/02/2024	H LONCAR	Staff Reimbursement	\$145.62
EFT173465	15/02/2024	HANDY IMPRINTS	Stock Items - Visitor Centre	\$2,799.50
EFT172962	25/01/2024	HANSON CONSTRUCTION MATERIALS PTY LTD	Concreting Supply C22007	\$729.96
EFT173311	08/02/2024	HANSON CONSTRUCTION MATERIALS PTY LTD	Concreting Supply C22007	\$307.12
EFT173509	15/02/2024	HANSON CONSTRUCTION MATERIALS PTY LTD	Concreting Supply C22007	\$9,193.29
EFT172918	25/01/2024	HARDIE GRANT MEDIA	Advertising	\$880.00
EFT173466	15/02/2024	HARPER ENTERTAINMENT DISTRIBUTION SERVICE	Stock Items - Forts Store	\$161.96
EFT172761	18/01/2024	HART SPORT	Sporting Equipment	\$493.30
EFT173098	01/02/2024	HARVEY NORMAN AV/IT ALBANY	Safety Equipment	\$99.00
EFT173215	08/02/2024	HEAD TO TAIL PETS	Waste Management Supplies	\$69.98
EFT172762	18/01/2024	HEADSOX - FLXIWEAR	Stock Items - Visitor Centre	\$635.25
EFT172919	25/01/2024	HEATLEYS SAFETY & INDUSTRIAL / SKIPPER TRANSPORT PARTS	Plant Parts And Repairs	\$1,027.47
EFT173095	01/02/2024	HEATLEYS SAFETY & INDUSTRIAL / SKIPPER TRANSPORT PARTS	Plant Parts And Repairs	\$427.90
EFT172763	18/01/2024	HELEN FITZHARDINGE	Stock Items - Box Office	\$44.00
EFT172920	25/01/2024	HELEN MUNT	Heritage Advisory Services	\$1,282.23
EFT172764	18/01/2024	HEMA MAPS PTY LTD	Stock Items - Visitor Centre	\$401.72
EFT172767	18/01/2024	HHG LEGAL GROUP	Legal Fees	\$2,625.15
EFT173101	01/02/2024	HHG LEGAL GROUP	Legal Fees	\$1,672.00
EFT173265	08/02/2024	HHG LEGAL GROUP	Legal Fees	\$310.20
EFT172765	18/01/2024	HIDEWOOD QUALITY PRINTERS	Printing Services	\$4,284.50
EFT172921	25/01/2024	HIDEWOOD QUALITY PRINTERS	Printing Services	\$250.80
EFT173096	01/02/2024	HIGHWAY WRECKERS	Towing Services	\$165.00
EFT172922	25/01/2024	HIMAC ATTACHMENTS	Plant Parts And Repairs	\$407.00
EFT173099	01/02/2024	HOBBS PAINTING AND DECORATING	Painting Services	\$2,684.00
EFT173262	08/02/2024	I HASTIE	Rates Refund	\$4,518.00
EFT172783	18/01/2024	I MCLOUGHLIN	Staff Reimbursement	\$29.70

**CITY OF ALBANY
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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172768	18/01/2024	IAP2 (INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION AUSTRALASIA LTD)	Staff Training	\$625.00
EFT172925	25/01/2024	IAP2 (INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION AUSTRALASIA LTD)	Staff Training	\$3,240.00
EFT173266	08/02/2024	ICKY FINKS WAREHOUSE SALES	Craft Supplies	\$16.16
EFT172926	25/01/2024	ICON SPORTS PERTH	Uniforms / PPE	\$3,128.40
EFT173102	01/02/2024	IMCO AUSTRALASIA PTY LIMITED	Road Maintenance Materials	\$2,557.50
EFT172769	18/01/2024	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$3,287.48
EFT172927	25/01/2024	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$1,032.43
EFT173103	01/02/2024	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$2,004.12
EFT173469	15/02/2024	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$1,214.62
EFT173267	08/02/2024	IMPULSE CYCLES	Plant Parts And Repairs	\$59.70
EFT172924	25/01/2024	INDUSTRIAL AUTOMATION	Remote Access / Support Fee	\$2,110.90
EFT172770	18/01/2024	INTERFIRE AGENCIES PTY LTD	Uniforms / PPE / Safety Equipment	\$502.43
EFT172928	25/01/2024	INTERFIRE AGENCIES PTY LTD	Uniforms / PPE / Safety Equipment	\$2,004.42
EFT173268	08/02/2024	INTERFIRE AGENCIES PTY LTD	Uniforms / PPE / Safety Equipment	\$2,004.42
EFT173470	15/02/2024	INTERFIRE AGENCIES PTY LTD	Uniforms / PPE / Safety Equipment	\$1,475.05
EFT172929	25/01/2024	IPAR REHABILITATION PTY LTD	Medical Services	\$328.90
EFT173471	15/02/2024	IPAR REHABILITATION PTY LTD	Medical Services	\$328.90
EFT172771	18/01/2024	IRRIGATION AUSTRALIA LTD	Staff Training	\$1,987.50
EFT173269	08/02/2024	ITR PACIFIC PTY LTD	Plant Parts And Repairs	\$1,881.09
EFT173105	01/02/2024	IVENTURE WA PTY LTD	Flexipass Sales	\$252.00
EFT172956	25/01/2024	IXOM	Pool Chemicals	\$348.50
EFT172729	18/01/2024	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C21004, C22021, C23011, Q22033	\$36,168.08
EFT172880	25/01/2024	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C21004, C22021, C23011, Q22033	\$6,819.18
EFT173059	01/02/2024	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C21004, C22021, C23011, Q22033	\$969.10
EFT173222	08/02/2024	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C21004, C22021, C23011, Q22033	\$29,093.19
EFT173419	15/02/2024	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C21004, C22021, C23011, Q22033	\$3,980.86
EFT173276	08/02/2024	J BAKURSKI & W BAURSKI T/A KINSHIP CLEANING CO	Cleaning Services	\$198.00
EFT173232	08/02/2024	J CROKER	Rates Refund	\$1,000.00
EFT172773	18/01/2024	J JUJNOVICH	Refund	\$136.00
EFT173497	15/02/2024	J NOAKES	Rates Refund	\$1,500.00
EFT173314	08/02/2024	J POWWELSEN	Refund	\$221.44
EFT172972	25/01/2024	J SIMPSON	Rates Refund	\$611.00
EFT173177	01/02/2024	J WRIGHT	Rates Refund	\$331.17
EFT173048	01/02/2024	J. BLACKWOOD & SON PTY LTD	Hardware Supplies / Tools / PPE	\$942.70

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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173208	08/02/2024	J. BLACKWOOD & SON PTY LTD	Hardware Supplies / Tools / PPE	\$825.22
EFT173406	15/02/2024	J. BLACKWOOD & SON PTY LTD	Hardware Supplies / Tools / PPE	\$22.66
EFT173298	08/02/2024	JAMES (JORDY) MORCOM	Performance Fees	\$1,050.00
EFT173107	01/02/2024	JANDAKOT INSTRUMENTS	Calibration Services	\$448.86
EFT173108	01/02/2024	JAPANESE TRUCK AND BUS SPARES PTY LTD	Plant Parts And Repairs	\$321.10
EFT173472	15/02/2024	JAPANESE TRUCK AND BUS SPARES PTY LTD	Plant Parts And Repairs	\$3,246.15
EFT172817	18/01/2024	JENNY TAYLOR DESIGNS	Stock Items - Forts Store	\$456.66
EFT173403	15/02/2024	JHODI BENNETT	Stock Items - Box Office	\$64.00
EFT173371	08/02/2024	JL HOWELL & RC KEEPA-TIBBLE (RNB SOUL TRAIN)	Performance Fees	\$600.00
EFT172772	18/01/2024	JO JOES DIAL A PIZZA AND KEBAB	Catering	\$1,770.00
EFT173473	15/02/2024	JO JOES DIAL A PIZZA AND KEBAB	Catering	\$650.00
EFT173106	01/02/2024	JOEL JACKSON	Performance Fees	\$1,900.00
EFT172931	25/01/2024	JOHN KINNEAR AND ASSOCIATES	Surveying Services	\$990.00
EFT172832	18/01/2024	JON WOOLF	Animal Collection Services Q23033	\$400.00
EFT173012	25/01/2024	JON WOOLF	Animal Collection Services Q23033	\$800.00
EFT173176	01/02/2024	JON WOOLF	Animal Collection Services Q23033	\$400.00
EFT173366	08/02/2024	JON WOOLF	Animal Collection Services Q23033	\$400.00
EFT173567	15/02/2024	JON WOOLF	Animal Collection Services Q23033	\$400.00
EFT173554	15/02/2024	JULIA WARREN T/A TWO STORIES	Stock Items - Box Office	\$528.00
EFT172949	25/01/2024	JUNIPER MOIGNARD	Performance Fees	\$450.00
EFT173474	15/02/2024	JUST A CALL DELIVERIES	Internal Mail Deliveries January 2024	\$1,255.38
EFT172932	25/01/2024	JUST SEW EMBROIDERY	Embroidery Services	\$223.30
EFT173271	08/02/2024	KADADJINY ABORIGINAL CORPORATION	Performance Fees	\$1,600.00
EFT173272	08/02/2024	KALGAN QUEEN SCENIC CRUISES	Rezdy Tour Sales	\$3,565.75
EFT172840	19/01/2024	KEILOR CONTRACTING PTY LTD	Road Construction Materials C23008(C)	\$68,242.50
EFT172933	25/01/2024	KEILOR CONTRACTING PTY LTD	Road Maintenance Materials C23008(C)	\$20,115.00
EFT173274	08/02/2024	KENNARDS HIRE PTY LTD	Plant And Equipment Hire	\$421.00
EFT173475	15/02/2024	KENNARDS HIRE PTY LTD	Plant And Equipment Hire	\$460.00
EFT173110	01/02/2024	KESTON ECONOMICS PTY LTD	Professional Services	\$11,493.90
EFT172899	25/01/2024	KEVIN VAN BUERLE T/AS SET APART DJ SERVICES	DJ Services	\$900.00
EFT173241	08/02/2024	KEVIN VAN BUERLE T/AS SET APART DJ SERVICES	DJ Services	\$600.00
EFT172775	18/01/2024	KING RIVER RECREATIONAL CLUB INC	Community Development Funding	\$2,970.00
EFT173275	08/02/2024	KINGS PLUMBING	Plumbing Services	\$330.00
EFT173283	08/02/2024	KINGSPAN WATER & ENERGY PTY LTD	Retic Supply And Install	\$2,617.80
EFT173277	08/02/2024	KINJARLING FILMS PTY LTD	Regional Events Sponsorship	\$10,000.00
EFT172934	25/01/2024	KLB SYSTEMS T/A TURN 7 MEDIA	IT Equipment / Services	\$11,121.00

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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173278	08/02/2024	KLB SYSTEMS T/A TURN 7 MEDIA	IT Equipment / Services	\$1,078.00
EFT173476	15/02/2024	KLB SYSTEMS T/A TURN 7 MEDIA	IT Equipment / Services	\$3,256.00
EFT172776	18/01/2024	KMART ALBANY	Christmas / Daycare / Event /Gym / Promotional Supplies	\$480.00
EFT172935	25/01/2024	KMART ALBANY	Christmas / Daycare / Event /Gym / Promotional Supplies	\$141.25
EFT173112	01/02/2024	KMART ALBANY	Christmas / Daycare / Event /Gym / Promotional Supplies	\$137.00
EFT173279	08/02/2024	KMART ALBANY	Christmas / Daycare / Event /Gym / Promotional Supplies	\$187.50
EFT173500	15/02/2024	KOMATSU AUSTRALIA PTY LTD	Plant Parts And Repairs	\$17.69
EFT173282	08/02/2024	KOSTER'S OUTDOOR PTY LTD	Repairs / Maintenance	\$300.00
EFT173270	08/02/2024	L IWACH	Rates Refund	\$1,345.31
EFT172740	18/01/2024	LANDGATE	Interim Valuations	\$2,661.40
EFT172894	25/01/2024	LANDGATE	Interim Valuations	\$411.56
EFT173435	15/02/2024	LANDGATE	Interim Valuations	\$259.53
EFT172993	25/01/2024	LAUREN ANNE TRUSCOTT	Stock Items - Box Office	\$1,640.00
EFT172937	25/01/2024	LEADING EDGE COMPUTERS ALBANY	Information Technology Supplies	\$150.00
EFT172936	25/01/2024	LEADING EDGE HI-FI ALBANY	IT Equipment	\$99.95
EFT173427	15/02/2024	LESTER COYNE	Welcome To Country	\$300.00
EFT172777	18/01/2024	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(B)	\$55,690.47
EFT172938	25/01/2024	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(B)	\$3,489.39
EFT173286	08/02/2024	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(B)	\$19,303.48
EFT173478	15/02/2024	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(B)	\$36,740.99
EFT172788	18/01/2024	LGISWA	Insurance Costs	\$35,091.02
EFT172882	25/01/2024	LINDA CHAMBERS	Stock Items - Box Office	\$28.40
EFT173421	15/02/2024	LINDA CHAMBERS	Stock Items - Box Office	\$145.70
EFT172940	25/01/2024	LINKS MODULAR SOLUTIONS PTY LTD	Promotional Materials	\$1,023.00
EFT173303	08/02/2024	LIZA NOAKES - SHANTI FAIRY	Event Services	\$450.00
EFT172942	25/01/2024	LOCHNESS LANDSCAPE SERVICES	Mowing Services C22009	\$9,640.00
EFT173479	15/02/2024	LOCHNESS LANDSCAPE SERVICES	Vegetation Management Services Q23040	\$1,049.99
EFT173116	01/02/2024	LOWER KALGAN COMMUNITY ASSOCIATION INC	Rural Community Grant Funding	\$5,500.00
EFT173288	08/02/2024	LOWER KALGAN COMMUNITY ASSOCIATION INC	Rural Community Grant Funding	\$1,994.00
EFT173481	15/02/2024	LOWER KING STORE	Refreshments	\$263.00
EFT173109	01/02/2024	LUCAS JORDAN	Performance Fees	\$500.00
EFT173308	08/02/2024	LUTZ AND SALLY PAMBERGER	EAP Services	\$352.00

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172944	25/01/2024	LYNN MACLAREN	Mayor And Councillor Allowance	\$3,042.50
EFT172779	18/01/2024	M AND B SALES PTY LTD	Building / Grounds Maintenance Materials / Rates Refund	\$197.45
EFT173290	08/02/2024	M AND B SALES PTY LTD	Building / Grounds Maintenance Materials / Rates Refund	\$261.57
EFT173484	15/02/2024	M AND B SALES PTY LTD	Building / Grounds Maintenance Materials / Rates Refund	\$2,301.75
EFT173058	01/02/2024	M CAMPING	Rates Refund	\$124.50
EFT173281	08/02/2024	M KOHLHAGEN	Refund	\$60.00
EFT173123	01/02/2024	M STEWART	Staff Reimbursement	\$87.00
EFT172778	18/01/2024	M2 TECHNOLOGY GROUP	On Hold Agreement	\$402.60
EFT173289	08/02/2024	M2 TECHNOLOGY GROUP	On Hold Agreement	\$745.01
EFT172951	25/01/2024	MACKAY URBAN DESIGN	Design Services	\$275.00
EFT173008	25/01/2024	MADELINE WINTON T/A THE ZAZZIES	Performance Fees	\$200.00
EFT172780	18/01/2024	MAIN ROADS	Refund	\$175,804.20
EFT172888	25/01/2024	MALCOLM TRAILL	Mayor And Councillor Allowance	\$3,042.50
EFT173129	01/02/2024	MANLEY AUTOMOTIVES PTY LTD (NOVUS AUTO GLASS REPAIRS)	Plant Parts And Repairs	\$2,282.98
EFT172941	25/01/2024	MARIO LIONETTI	Mayor And Councillor Allowance	\$3,042.50
EFT173118	01/02/2024	MARSHALL BATTERIES ALBANY	Plant Parts and Repairs	\$200.00
EFT173292	08/02/2024	MARSHALL MOWERS	Plant Parts And Repairs	\$1,106.24
EFT173370	08/02/2024	MASTER BUILDERS ASSOCIATION OF WESTERN AUSTRALIA	Staff Training	\$1,750.00
EFT173119	01/02/2024	MAXCO AUSTRALIA PTY LTD	Lighting Console Supply, Maintenance	\$1,274.72
EFT173487	15/02/2024	MAXCO AUSTRALIA PTY LTD	Lighting Console Supply, Maintenance	\$25,062.23
EFT173122	01/02/2024	MEGA MUSIC	Audio Equipment Q23057	\$43,333.00
EFT172784	18/01/2024	MEGA VISION SOUND & LIGHTING	Event Services Q23014	\$18,188.74
EFT173295	08/02/2024	MEGA VISION SOUND & LIGHTING	Event Services Q23014	\$13,916.71
EFT173238	08/02/2024	MELISSA ANN DAW	Stock Items - Box Office	\$10.00
EFT172785	18/01/2024	MENTAL MEDIA PTY LTD	Pod Cather Fee	\$3,347.30
EFT173489	15/02/2024	MENTAL MEDIA PTY LTD	Pod Cather Fee	\$3,347.30
EFT172947	25/01/2024	METROCOUNT PTY LTD	Plant Parts And Repairs	\$561.00
EFT173490	15/02/2024	METTLER-TOLEDO LTD	Calibration And Preventive Maintenance	\$3,907.20
EFT173488	15/02/2024	MIGHTY DINGO SERVICES	Landscaping Services	\$247.50
EFT172718	18/01/2024	MILITARY SHOP	Stock Items - Forts Store	\$1,338.57
EFT173408	15/02/2024	MILITARY SHOP	Stock Items - Forts Store	\$1,919.69
EFT172786	18/01/2024	MIXFIX AUDIO PRODUCTION	AV Services	\$857.25

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173492	15/02/2024	MM DESIGNS	Stock Items - Visitor Centre	\$277.50
EFT172948	25/01/2024	MODERN TEACHING AIDS PTY LTD	PPE	\$97.68
EFT172994	25/01/2024	MOORE AUSTRALIA AUDIT (WA)	Staff Training	\$3,872.00
EFT172950	25/01/2024	MOTEL LE GRANDE	Accommodation	\$504.00
EFT173494	15/02/2024	MOUNT LOCKYER PRIMARY SCHOOL	Performance Fee	\$250.00
EFT173521	15/02/2024	MP ROGERS AND ASSOCIATES PTY LTD	CHRMAP Services	\$2,062.00
EFT173124	01/02/2024	MULE CREATIVE	Graphic Design Services	\$7,903.50
EFT173300	08/02/2024	MULE CREATIVE	Graphic Design Services	\$5,032.50
EFT172952	25/01/2024	MYVIEW HOLDINGS PTY LTD	Plant And Equipment Hire	\$1,082.40
EFT173301	08/02/2024	MYVIEW HOLDINGS PTY LTD	Plant And Equipment Hire	\$858.00
EFT173126	01/02/2024	N CUMMINS	Refund	\$38.00
EFT173094	01/02/2024	N GUNWARDENE-PALLEROS	Rates Refund	\$294.53
EFT173131	01/02/2024	N O'BRIEN	Rates Refund	\$828.91
EFT173520	15/02/2024	NADIA LORRAINE ROELOFS	Stock Items - Box Office	\$77.10
EFT173127	01/02/2024	NEARMAP	Software Subscription	\$16,830.00
EFT172884	25/01/2024	NEV CLARKE ART PHOTOGRAPHY	Photography Classes	\$200.00
EFT172789	18/01/2024	NEVILLES HARDWARE & BUILDING SUPPLIES	Hardware Supplies / Tools	\$81.70
EFT173128	01/02/2024	NEVILLES HARDWARE & BUILDING SUPPLIES	Hardware Supplies / Tools	\$34.60
EFT172753	18/01/2024	NICHOLAS JOHN GORMAN	Waste Disposal Services	\$1,138.50
EFT173253	08/02/2024	NICHOLAS JOHN GORMAN	Waste Disposal Services	\$1,138.50
EFT173304	08/02/2024	NORDIC FITNESS EQUIPMENT	Cleaning / Hygiene Supplies	\$1,682.96
EFT173498	15/02/2024	NORTH METROPOLITAN TAFE	Course Fees	\$1,205.00
EFT172954	25/01/2024	NORTH ROAD SUPA IGA	Groceries / Catering	\$109.70
EFT173130	01/02/2024	NORTH ROAD SUPA IGA	Groceries / Catering	\$695.03
EFT173499	15/02/2024	NORTH ROAD SUPA IGA	Groceries / Catering	\$610.48
EFT173132	01/02/2024	OCTAGON LIFTS PTY LTD	Lift Maintenance Services Q21008	\$5,247.00
EFT172955	25/01/2024	OFFICEWORKS SUPERSTORES PTY LTD	Office Supplies / Stationery	\$76.46
EFT173133	01/02/2024	OFFICEWORKS SUPERSTORES PTY LTD	Office Supplies / Stationery	\$412.88
EFT173305	08/02/2024	OFFICEWORKS SUPERSTORES PTY LTD	Office Supplies / Stationery	\$169.00
EFT173501	15/02/2024	OFFICEWORKS SUPERSTORES PTY LTD	Office Supplies / Stationery	\$454.93
EFT172791	18/01/2024	O'KEEFE'S PAINTS	Paint / Painting Supplies	\$2,471.28
EFT173503	15/02/2024	O'KEEFE'S PAINTS	Paint / Painting Supplies	\$92.44
EFT173381	15/02/2024	OPTEON (ALBANY AND GREAT SOUTHERN WA)	Valuation Services	\$1,650.00
EFT172792	18/01/2024	ORANA CINEMAS ALBANY PTY LTD	Gift Voucher	\$26.00
EFT172957	25/01/2024	ORIKAN NEW ZEALAND LIMITED	Car Parking Subscription Credit Card Fees	\$23.76
EFT173504	15/02/2024	ORIKAN NEW ZEALAND LIMITED	Car Parking Subscription Credit Card Fees	\$30.69

**CITY OF ALBANY
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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172809	18/01/2024	ORRCON STEEL	Building Maintenance Materials	\$1,127.90
EFT172979	25/01/2024	ORRCON STEEL	Building Maintenance Materials	\$726.62
EFT173502	15/02/2024	OUTDOORS GREAT SOUTHERN	Consultancy Services C22010(B)	\$3,547.00
EFT173506	15/02/2024	P ABBEY	Refund	\$188.95
EFT172715	18/01/2024	P BARNETT	Rates Refund	\$539.02
EFT173273	08/02/2024	P KEELEY	Rates Refund	\$1,156.84
EFT172959	25/01/2024	P LAYNE	Refund	\$43.33
EFT173287	08/02/2024	P LOCKE	Rates Refund	\$1,534.60
EFT173328	08/02/2024	P SEVERIN	Rates Refund	\$227.89
EFT172982	25/01/2024	P STONEY	Refund	\$136.00
EFT173307	08/02/2024	PALMER EARTHMOVING - PALMER CIVIL CONSTRUCTION	Plant and Equipment Hire C23009(H)	\$20,617.56
EFT172860	25/01/2024	PAPERBARK MERCHANTS	Library Stock Purchases	\$728.14
EFT172988	25/01/2024	PAUL TERRY	Mayor And Councillor Allowance	\$4,987.92
EFT172793	18/01/2024	PENROSE PROFESSIONAL LAWN CARE	Mowing Services	\$308.00
EFT173508	15/02/2024	PENROSE PROFESSIONAL LAWN CARE	Mowing Services	\$308.00
EFT173309	08/02/2024	PERIBO PTY LTD	Stock Items - Forts Store	\$479.88
EFT172961	25/01/2024	PFD FOOD SERVICES PTY LTD	Office Amenities	\$131.75
EFT173135	01/02/2024	PFD FOOD SERVICES PTY LTD	Office Amenities	\$104.60
EFT173507	15/02/2024	PHOENIX CIVIL & EARTHMOVING PTY LTD	Road Construction Services C23030	\$97,783.18
EFT173136	01/02/2024	PIONEER HEALTH DENTAL	Christmas Pageant Prize	\$1,100.00
EFT173016	01/02/2024	PIVOTEL SATELLITE PTY LIMITED	Satellite Phone Charges	\$310.00
EFT173512	15/02/2024	PLANTAGENET PRODUCTION SERVICES	Production Services	\$8,422.53
EFT173312	08/02/2024	PLASTICS PLUS	Building Maintenance Materials	\$17.60
EFT173510	15/02/2024	PLASTICS PLUS	Building Maintenance Materials	\$171.60
EFT173513	15/02/2024	PRATT TRANSPORT LOGISTICS	Freight Charges	\$440.00
EFT172917	25/01/2024	PRIME MEDIA GROUP LTD	Advertising	\$2,739.00
EFT173260	08/02/2024	PRIME MEDIA GROUP LTD	Advertising	\$473.00
EFT172794	18/01/2024	PRITCHARD FRANCIS	Design Services	\$9,489.98
EFT173330	08/02/2024	PRO-AM AUSTRALIA	Sporting Equipment	\$411.22
EFT173078	01/02/2024	PROGRESSIVE EMPLOYEE RELATIONS	Professional Services	\$4,606.25
EFT172795	18/01/2024	PROMOTION PRODUCTS PTY LTD	Printing Services	\$467.50
EFT173315	08/02/2024	PROTECTOR FIRE SERVICES	Fire Equipment Maintenance Services C20001	\$8,614.57
EFT173514	15/02/2024	PROTECTOR FIRE SERVICES	Fire Equipment Maintenance Services C20001	\$6,294.16
EFT172796	18/01/2024	QUALITY PUBLISHING AUSTRALIA	Stock Items - Visitor Centre	\$441.32
EFT173316	08/02/2024	QUANTIFIED TREE RISK ASSESSMENT LTD	Registration Renewal	\$435.60
EFT172787	18/01/2024	QUINTIS SANDALWOOD PTY LTD	Stock Items - Visitor Centre	\$905.18

**CITY OF ALBANY
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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172968	25/01/2024	R & J BATTERIES PTY LTD	Plant Parts And Repairs	\$2,980.75
EFT173145	01/02/2024	R & J BATTERIES PTY LTD	Plant Parts And Repairs	\$166.19
EFT173519	15/02/2024	R & J BATTERIES PTY LTD	Plant Parts And Repairs	\$757.15
EFT173097	01/02/2024	R HIPPER	Rates Refund	\$846.59
EFT173485	15/02/2024	R MARCH	Staff Reimbursement	\$594.78
EFT173294	08/02/2024	R MCKAY	Rates Refund	\$834.35
EFT172964	25/01/2024	R POLETTE	Refund	\$25.83
EFT172797	18/01/2024	RAINBOW COAST NEIGHBOURHOOD CENTRE	Community Event Funding	\$2,750.00
EFT173317	08/02/2024	RAINE & HORNE GREAT SOUTHERN	Rates Refund	\$1,047.50
EFT173141	01/02/2024	REBECCA BUSH T/A THE BUSH BEE	Stock Items - Visitor Centre	\$180.00
EFT173142	01/02/2024	RECONNECT HEALTH AND WELLBEING	EAP Services	\$187.00
EFT173318	08/02/2024	RECONNECT HEALTH AND WELLBEING	EAP Services	\$187.00
EFT173319	08/02/2024	RED DOT STORE	Decorations	\$44.96
EFT172965	25/01/2024	REDMOND COMMUNITY ASSOCIATION	Rural Community Funding /Electricity Charges	\$1,994.00
EFT173320	08/02/2024	REDMOND COMMUNITY ASSOCIATION	Rural Community Funding /Electricity Charges	\$287.51
EFT173321	08/02/2024	REECE PTY LTD	Drainage Supplies	\$294.54
EFT173515	15/02/2024	REECE PTY LTD	Drainage Supplies	\$215.67
EFT172798	18/01/2024	REPLICA MEDALS & RIBBONS PTY LTD	Stock Items - Forts Store	\$452.87
EFT173143	01/02/2024	REPLICA MEDALS & RIBBONS PTY LTD	Stock Items - Forts Store	\$246.35
EFT172799	18/01/2024	REXEL AUSTRALIA	Plumbing / Retic Materials	\$63.43
EFT173516	15/02/2024	REXEL AUSTRALIA	Plumbing / Retic Materials	\$705.56
EFT172966	25/01/2024	R-GROUP INTERNATIONAL	Software Subscription	\$79.20
EFT172800	18/01/2024	RICOH	Photocopier Charges	\$1,039.70
EFT173322	08/02/2024	RICOH	Photocopier Charges	\$10,360.90
EFT172967	25/01/2024	RIVER HILL WA PTY LTD	Plant And Equipment Hire C23009(J)	\$47,640.00
EFT173144	01/02/2024	RIVER HILL WA PTY LTD	Plant And Equipment Hire C23009(J)	\$45,200.00
EFT173323	08/02/2024	RIVER HILL WA PTY LTD	Plant And Equipment Hire C23009(J)	\$5,725.00
EFT173518	15/02/2024	RIVER HILL WA PTY LTD	Plant And Equipment Hire C23009(J)	\$7,000.00
EFT173324	08/02/2024	ROAD 'N' FIELD SPANNERS	Plant Parts And Repairs	\$663.35
EFT173482	15/02/2024	ROBERT LESLIE MACKENZIE	Stock Items - Forts Store	\$550.00
EFT172985	25/01/2024	ROBERT SUTTON	Mayor And Councillor Allowance	\$3,042.50
EFT173074	01/02/2024	S DOYLE	Rates Refund	\$830.27
EFT172909	25/01/2024	S FURBER	Rates Refund	\$1,124.38
EFT173263	08/02/2024	S HICK	Refund	\$168.30
EFT173523	15/02/2024	SAFE FIRST TRAINING	Staff Training	\$79.00
EFT172969	25/01/2024	SALLY C AUSTRALIA	Stock Items - Forts Store	\$300.00

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172839	19/01/2024	SANDRA DIXON	EAP Services	\$555.00
EFT173534	15/02/2024	SARAH ELLEN KATE SPENCER	Artist Fee	\$500.00
EFT172971	25/01/2024	SEEK LIMITED	Job Advertising	\$1,193.50
EFT173147	01/02/2024	SEEK LIMITED	Job Advertising	\$605.00
EFT173327	08/02/2024	SEEK LIMITED	Job Advertising	\$401.50
EFT173522	15/02/2024	SEEK LIMITED	Job Advertising	\$803.00
EFT172802	18/01/2024	SG FLEET AUSTRALIA PTY LTD	Fleet Services And Costs	\$1,449.12
EFT173524	15/02/2024	SG FLEET AUSTRALIA PTY LTD	Fleet Services And Costs	\$1,449.12
EFT172803	18/01/2024	SIMTINO PTY LTD	Refund	\$1,362.00
EFT172804	18/01/2024	SJ TRAFFIC MANAGEMENT	Traffic Control	\$17,361.30
EFT172973	25/01/2024	SJ TRAFFIC MANAGEMENT	Traffic Control	\$2,321.00
EFT173149	01/02/2024	SJ TRAFFIC MANAGEMENT	Traffic Control	\$34,298.83
EFT173329	08/02/2024	SJ TRAFFIC MANAGEMENT	Traffic Control	\$2,434.85
EFT173525	15/02/2024	SJ TRAFFIC MANAGEMENT	Traffic Control	\$3,662.45
EFT172760	18/01/2024	SMITH CONSTRUCTIONS WA	Construction Services C22025	\$49,355.50
EFT173261	08/02/2024	SMITH CONSTRUCTIONS WA	Construction Services C22025	\$3,476.55
EFT172805	18/01/2024	SMITHS ALUMINIUM AND 4WD CENTRE	Vehicle Parts / Maintenance	\$325.00
EFT172974	25/01/2024	SMITHS ALUMINIUM AND 4WD CENTRE	Vehicle Parts / Maintenance	\$1,408.00
EFT173526	15/02/2024	SOCIETY CHUTNEY	Stock Items - Visitor Centre	\$337.50
EFT172806	18/01/2024	SOIL SOLUTIONS PTY LTD	Waste Disposal Services C20019 / Vegetation Management Materials C23008(E)	\$78,790.32
EFT172975	25/01/2024	SOIL SOLUTIONS PTY LTD	Waste Disposal Services C20019 / Vegetation Management Materials C23008(E)	\$10,403.90
EFT173527	15/02/2024	SOIL SOLUTIONS PTY LTD	Vegetation Management Materials C23008(E)	\$790.00
EFT173148	01/02/2024	SOUL GAZING PHOTOGRAPHY	Photography Services	\$1,573.00
EFT173151	01/02/2024	SOUTH COAST DINGO AND GARDEN SERVICES	Fencing Repairs	\$1,971.75
EFT173372	08/02/2024	SOUTH COAST ENVIRONMENTAL	Drainage Maintenance Services C22010(C)	\$3,899.00
EFT173530	15/02/2024	SOUTH COAST ENVIRONMENTAL	Drainage Maintenance Services C22010(C)	\$7,050.00
EFT173090	01/02/2024	SOUTH REGIONAL TAFE	Course Fees	\$794.40
EFT173458	15/02/2024	SOUTH REGIONAL TAFE	Course Fees	\$476.15
EFT172807	18/01/2024	SOUTHCOAST SECURITY SERVICE	Security Services C23019	\$9,968.48
EFT173332	08/02/2024	SOUTHCOAST SECURITY SERVICE	Security Services C23019	\$1,386.90
EFT173529	15/02/2024	SOUTHCOAST SECURITY SERVICE	Security Services C23019	\$33,695.95
EFT172823	18/01/2024	SOUTHERLY MAGAZINE - WADDAYADOIN MEDIA	Advertising	\$616.00
EFT173532	15/02/2024	SOUTHERN ABORIGINAL CORPORATION	Rates Refund	\$8,415.28
EFT173335	08/02/2024	SOUTHERN APIARIES	Stock Items - Visitor Centre	\$193.20

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172970	25/01/2024	SOUTHERN BUS CHARTERS	Bus Charter	\$1,275.00
EFT172978	25/01/2024	SOUTHERN CROSS AUSTEREO PTY LTD	Advertising	\$2,732.40
EFT173334	08/02/2024	SOUTHERN ECOLOGY	Consultancy Services	\$6,222.15
EFT172808	18/01/2024	SOUTHERN SITE HIRE	Plant And Equipment Hire Q23053	\$775.50
EFT172977	25/01/2024	SOUTHERN SITE HIRE	Plant And Equipment Hire Q23053	\$2,535.50
EFT173150	01/02/2024	SOUTHERN SITE HIRE	Plant And Equipment Hire Q23053	\$288.75
EFT173333	08/02/2024	SOUTHERN SITE HIRE	Plant And Equipment Hire Q23053	\$9,968.75
EFT173531	15/02/2024	SOUTHERN SITE HIRE	Plant And Equipment Hire Q23053	\$940.50
EFT172976	25/01/2024	SOUTHERN TOOL AND FASTENER CO	Hardware Supplies / Tools	\$617.57
EFT173528	15/02/2024	SOUTHERN TOOL AND FASTENER CO	Hardware Supplies / Tools	\$585.22
EFT173533	15/02/2024	SPARE PARTS PUPPET THEATRE	Performance Fees	\$20,020.00
EFT173336	08/02/2024	SPM ASSETS PTY LTD	Software Subscription	\$7,659.43
EFT173536	15/02/2024	SPORTS MARKETING AUSTRALIA PTY LTD	Marketing Services	\$2,420.00
EFT173337	08/02/2024	SPOTLIGHT PTY LTD	Event Decorations	\$9.50
EFT173535	15/02/2024	SPOTLIGHT PTY LTD	Event Decorations	\$145.61
EFT173152	01/02/2024	SPYX'S VERMIN CONTROL	Animal Management Services	\$825.00
EFT172811	18/01/2024	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	First Aid Services	\$910.00
EFT172980	25/01/2024	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	First Aid Services	\$1,082.56
EFT173155	01/02/2024	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	First Aid Services	\$519.75
EFT173341	08/02/2024	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	Enrolment - Provide First Aid	\$170.00
EFT173541	15/02/2024	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	First Aid Services	\$721.88
EFT172774	18/01/2024	STANS MANJIMUP FARM MACHINERY	Plant Parts And Repairs	\$1,579.20
EFT173340	08/02/2024	STANTEC AUSTRALIA PTY LTD	Superintendent Services Q22042	\$6,179.45
EFT173539	15/02/2024	STAR IMS PTY LTD	Ergonomic Assessment	\$369.19
EFT173338	08/02/2024	STAR SALES AND SERVICE	Plant Parts And Repairs	\$238.00
EFT173153	01/02/2024	STATEWIDE BEARINGS	Plant Parts And Repairs	\$348.01
EFT173339	08/02/2024	STATEWIDE BEARINGS	Plant Parts And Repairs	\$60.59
EFT172916	25/01/2024	STEPHEN GRIMMER	Mayor And Councillor Allowance	\$3,042.50
EFT172810	18/01/2024	STIRLING PRINT	Printing Services	\$3,679.00
EFT173154	01/02/2024	STIRLING PRINT	Printing Services	\$345.00
EFT173537	15/02/2024	SUCCESSFUL SPEAKERS PTY LTD	MC Fees - Great Southern Sports Forum & Sports Person of The Year	\$7,590.00
EFT172984	25/01/2024	SUPERCHEAP AUTOS	Plant Parts And Repairs	\$196.72
EFT173343	08/02/2024	SURF LIFE SAVING WESTERN AUSTRALIA	Lifeguard Services	\$24,905.87
EFT172814	18/01/2024	SUTTONS CARPET CLEANING	Carpet Cleaning	\$825.00
EFT172815	18/01/2024	SYNERGY	Electricity Charges	\$1,171.45

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172986	25/01/2024	SYNERGY	Electricity Charges	\$7,728.33
EFT173157	01/02/2024	SYNERGY	Electricity Charges	\$28,019.76
EFT173344	08/02/2024	SYNERGY	Electricity Charges	\$22,396.62
EFT173543	15/02/2024	SYNERGY	Electricity Charges	\$194,289.72
EFT172816	18/01/2024	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$3,547.72
EFT172987	25/01/2024	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$3,123.43
EFT173158	01/02/2024	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$401.20
EFT173345	08/02/2024	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$1,155.95
EFT173544	15/02/2024	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$3,623.17
EFT173213	08/02/2024	T BRYANT	Crossover Subsidy	\$266.40
EFT173067	01/02/2024	TAHLI LINDA CROSBY	Stock Items - Box Office	\$62.00
EFT173075	01/02/2024	TAMARA LOUISE DREW	Workshop Presentation	\$360.00
EFT173491	15/02/2024	TANIA MEUZELAAR T/A HANDMADE BY TANIA	Stock Items - Forts Store	\$250.00
EFT173159	01/02/2024	TARGA WEST P/L	Regional Event Sponsorship	\$11,000.00
EFT172990	25/01/2024	TEAM GLOBAL EXPRESS PTY LTD	Freight Charges	\$142.74
EFT173160	01/02/2024	TEAM GLOBAL EXPRESS PTY LTD	Freight Charges	\$117.34
EFT173348	08/02/2024	TEAM GLOBAL EXPRESS PTY LTD	Freight Charges	\$1,819.50
EFT173547	15/02/2024	TEAM GLOBAL EXPRESS PTY LTD	Freight Charges	\$357.74
EFT173546	15/02/2024	TEEDE & CO - COFFEE HOUSE & CATERING	Catering	\$846.00
EFT172818	18/01/2024	TELETRAC NAVMAN	Telematics Trial	\$551.82
EFT172690	18/01/2024	TELSTRA	Telephone Charges	\$372.86
EFT172842	25/01/2024	TELSTRA	Telephone Charges	\$11,613.71
EFT173017	01/02/2024	TELSTRA	Telephone Charges	\$82.68
EFT173297	08/02/2024	TESSA MONCRIEFF	Stock Items - Box Office	\$160.00
EFT173018	01/02/2024	THE 12 VOLT WORLD	Plant Parts And Repairs	\$15.00
EFT173181	08/02/2024	THE 12 VOLT WORLD	Plant Parts And Repairs	\$406.00
EFT173197	08/02/2024	THE ALBANY SHANTYMEN	Performance Fee	\$600.00
EFT173395	15/02/2024	THE ALBANY SHANTYMEN	Performance Fee	\$900.00
EFT173084	01/02/2024	THE AUSTRALASIAN FLEET MANAGEMENT ASSOCIATION	Annual Corporate Membership	\$499.00
EFT173299	08/02/2024	THE MUFFIN QUEEN	Catering Services	\$285.00
EFT173495	15/02/2024	THE MUFFIN QUEEN	Catering Services	\$160.00
EFT172801	18/01/2024	THE ROYAL LIFE SAVING SOCIETY WA INC	Assessment Services / Uniforms / PPE	\$2,842.13
EFT173325	08/02/2024	THE ROYAL LIFE SAVING SOCIETY WA INC	Assessment Services / Uniforms / PPE	\$533.00
EFT173347	08/02/2024	THE TOFFEE FACTORY	Stock Items - Forts Store	\$695.24
EFT173450	15/02/2024	THE TRUSTEE FOR FULLER FAMILY TRUST (FULLER FITNESS SUBIACO)	Performance Fees	\$1,320.00

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
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ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT172828	18/01/2024	THE WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising	\$7,217.16
EFT173003	25/01/2024	THE WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising	\$11,130.67
EFT173361	08/02/2024	THE WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising	\$4,702.28
EFT172834	18/01/2024	THE WORKWEAR GROUP	Uniforms / PPE	\$37.65
EFT172989	25/01/2024	THINKWATER ALBANY	Retic Materials	\$5,264.30
EFT173346	08/02/2024	THINKWATER ALBANY	Water Management Service and Materials	\$3,856.98
EFT172733	18/01/2024	THIS PAPER CUT LIFE	Corporate Gifts	\$605.00
EFT172873	25/01/2024	THOMAS BROUGH	Mayor And Councillor Allowance	\$3,042.50
EFT172819	18/01/2024	TOTAL GREEN RECYCLING	Recycling Services Q23038	\$3,706.98
EFT173161	01/02/2024	TOTALLY SPORTS AND SURF	Gift Voucher	\$130.00
EFT173349	08/02/2024	TOURISM COUNCIL WESTERN AUSTRALIA	Membership Renewal / Workshop Presentation	\$649.00
EFT173548	15/02/2024	TOURISM COUNCIL WESTERN AUSTRALIA	Membership Renewal / Workshop Presentation	\$525.00
EFT173545	15/02/2024	T-QUIP	Plant Parts And Repairs	\$2,263.05
EFT172992	25/01/2024	TRUCK CENTRE WA PTY LTD	Plant Parts And Repairs	\$656.75
EFT173350	08/02/2024	TRUCK CENTRE WA PTY LTD	Plant Parts And Repairs	\$782.84
EFT173549	15/02/2024	TRUCK CENTRE WA PTY LTD	Plant Parts And Repairs	\$195.89
EFT172991	25/01/2024	TRUCKLINE	Plant Parts And Repairs	\$119.42
EFT173162	01/02/2024	TRUCKLINE	Plant Parts And Repairs	\$1,956.44
EFT173163	01/02/2024	TWILIGHT DREAMS	Workshop Presentation	\$150.00
EFT172995	25/01/2024	UNITED BOOK DISTRIBUTORS	Stock Items - Forts Store	\$380.11
EFT173551	15/02/2024	UNITED BOOK DISTRIBUTORS	Stock Items - Forts Store	\$1,624.51
EFT172821	18/01/2024	URBIS PTY LTD	Heritage Advisory Services	\$10,780.00
EFT172822	18/01/2024	VALERIE SCHOENJAHN	Workshop Presentation	\$570.00
EFT173104	01/02/2024	VASHTI INNES-BROWN	Stock Items - Box Office	\$326.45
EFT172997	25/01/2024	VEND LIMITED (NZ)	Transaction Fees	\$490.00
EFT173352	08/02/2024	VETERAN CAR CLUB OF WA (INC) ALBANY & DISTRICTS BRANCH	Delivery Services	\$385.00
EFT173552	15/02/2024	VINOFOOD PTY LTD	Stock Items - Forts Store	\$664.90
EFT173353	08/02/2024	VIRGINIA MILES	Cleaning Services Q23030	\$2,786.00
EFT173377	15/02/2024	VISABILITY	IT Supplies	\$95.00
EFT172998	25/01/2024	VOEGELER CREATIONS	Stock Items - Visitor Centre / Forts Store	\$99.77
EFT173166	01/02/2024	VOEGELER CREATIONS	Stock Items - Visitor Centre / Forts Store	\$1,020.50
EFT173553	15/02/2024	VOEGELER CREATIONS	Stock Items - Visitor Centre / Forts Store	\$104.33
EFT173219	08/02/2024	WA BUSH HONEY	Stock Items - Visitor Centre	\$180.00
EFT172824	18/01/2024	WA HARDWOOD FLOORS	Floor Resurfacing Services	\$11,028.00
EFT172829	18/01/2024	WA HOLIDAY GUIDE PTY LTD	Bookeasy Booking Fees	\$313.01

**CITY OF ALBANY
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FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173563	15/02/2024	WA HOLIDAY GUIDE PTY LTD	Bookeasy Booking Fees	\$139.43
EFT173167	01/02/2024	WA NATURALLY PUBLICATIONS (DEPT OF PARKS & WILDLIFE)	Stock Items - Visitor Centre	\$1,240.65
EFT173165	01/02/2024	WA TYRE RECOVERY	Recycling Services	\$720.00
EFT173001	25/01/2024	WATER CORPORATION	Water Charges	\$13,555.16
EFT173169	01/02/2024	WATER CORPORATION	Water Charges	\$452.80
EFT173354	08/02/2024	WATER CORPORATION	Water Charges	\$5,661.36
EFT173373	09/02/2024	WATER CORPORATION	Water Charges	\$8,074.02
EFT173555	15/02/2024	WATER CORPORATION	Water Charges	\$12,558.69
EFT172826	18/01/2024	WATER TECHNOLOGY PTY LTD	Professional Services Q21034	\$4,558.95
EFT173355	08/02/2024	WAUTERS ENTERPRISES PTY LTD	Construction Services C23303	\$168,342.90
EFT173367	08/02/2024	WAYNE FUELING SYSTEMS AUSTRALIA PTY LTD	Plant Replacement	\$7,702.74
EFT172827	18/01/2024	WCP CIVIL PTY LTD	Asphalt Works C22011(D) / Traffic Control C21002(C)	\$186,138.90
EFT173170	01/02/2024	WCP CIVIL PTY LTD	Asphalt Works C22011(D)	\$84,630.07
EFT173357	08/02/2024	WCP CIVIL PTY LTD	Asphalt Works C22011(D)	\$78,667.58
EFT173556	15/02/2024	WCP CIVIL PTY LTD	Traffic Control C21002(C)	\$8,688.89
EFT173171	01/02/2024	WELLSTEAD AUTOMOTIVE SERVICES	Plant Parts And Repairs	\$4,013.90
EFT173359	08/02/2024	WELLSTEAD AUTOMOTIVE SERVICES	Plant Parts And Repairs	\$1,974.50
EFT173002	25/01/2024	WELLSTEAD COMMUNITY RESOURCE CENTRE INCORPORATED	Internet Charges	\$105.00
EFT173559	15/02/2024	WELLSTEAD COMMUNITY RESOURCE CENTRE INCORPORATED	Staff Cover - Wellstead Library	\$242.48
EFT173558	15/02/2024	WELLSTEAD PROGRESS ASSOCIATION	Supporting Rural Communities Grant	\$1,994.00
EFT173560	15/02/2024	WELSH AIRCONDITIONING SERVICES	Fridge De-Gassing Services	\$1,628.00
EFT173000	25/01/2024	WENDY WHITE T/A WESTERN AUSTRALIA EXPERT	Commission	\$10.20
EFT173564	15/02/2024	WEST AUSTRALIAN NEWSPAPERS LIMITED - (VAC)	Advertising	\$655.40
EFT173356	08/02/2024	WEST COAST CAR TRANSPORT	Transport Fee	\$948.75
EFT172830	18/01/2024	WEST COAST FIREWORKS PTY LTD	Event Services Q23016	\$23,813.60
EFT173172	01/02/2024	WESTERBERG PANEL BEATERS	Insurance Excess	\$300.00
EFT173362	08/02/2024	WESTERN AUSTRALIAN ELECTORAL COMMISSION	Election Expenses	\$203,671.78
EFT173562	15/02/2024	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION T/A WALGA	Staff Training	\$1,633.50
EFT173293	08/02/2024	WESTERN DIAGNOSTIC PATHOLOGY	Medical Services	\$234.41
EFT173173	01/02/2024	WESTRAC EQUIPMENT PTY LTD	Plant Parts And Repairs	\$1,901.74
EFT173360	08/02/2024	WESTRAC EQUIPMENT PTY LTD	Plant Parts And Repairs	\$516.12
EFT173561	15/02/2024	WESTRAC EQUIPMENT PTY LTD	Plant Parts And Repairs	\$1,971.60
EFT173004	25/01/2024	WESTSHRED DOCUMENT DISPOSAL	Waste Disposal Services	\$502.70
EFT173005	25/01/2024	WE'VE DONE THE COOKING	Catering	\$146.00
EFT173364	08/02/2024	WHEATBELT SERVICES PTY LTD	Road Signage	\$7,581.20

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

ELECTRONIC FUND TRANSFER PAYMENTS				
EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT173565	15/02/2024	WHEATBELT SERVICES PTY LTD	Road Signage	\$841.50
EFT173557	15/02/2024	WHITNEY WEAVER (SPRING STREET MARIMBAS)	Performance Fees	\$300.00
EFT173363	08/02/2024	WILD FOREST STUDIO	Stock Items - Box Office	\$268.73
EFT173174	01/02/2024	WIN TELEVISION SA PTY LTD	Advertising	\$22.00
EFT173009	25/01/2024	WIN TELEVISION TAS PTY LTD	Advertising	\$22.00
EFT173007	25/01/2024	WIN TELEVISION WA PTY LTD	Advertising	\$247.50
EFT173013	25/01/2024	WISE PERINATAL SERVICES	EAP Services	\$300.00
EFT173568	15/02/2024	WISE PERINATAL SERVICES	EAP Services	\$330.00
EFT173015	25/01/2024	WOODLAND TRAILS AND LANDSCAPE	Trail Design And Consulting	\$29,549.65
EFT172831	18/01/2024	WOOLWORTHS GROUP LIMITED	Groceries	\$793.41
EFT173011	25/01/2024	WOOLWORTHS GROUP LIMITED	Groceries	\$808.88
EFT173175	01/02/2024	WOOLWORTHS GROUP LIMITED	Groceries	\$1,005.34
EFT173365	08/02/2024	WOOLWORTHS GROUP LIMITED	Groceries	\$910.25
EFT173566	15/02/2024	WOOLWORTHS GROUP LIMITED	Groceries	\$776.28
EFT172835	18/01/2024	WREN OIL	Oil Waste Disposal Services	\$16.50
EFT173569	15/02/2024	WREN OIL	Oil Waste Disposal Services	\$33.00
EFT173014	25/01/2024	WRISTBAND FACTORY PTY LTD	Promotional Materials	\$990.00
EFT172836	18/01/2024	WURTH AUSTRALIA PTY LTD	Plant Parts And Repairs	\$153.95
EFT172833	18/01/2024	XAVIER WOOD	Performance Fees	\$700.00
EFT173570	15/02/2024	YORK GUM PUBLISHING	Library Stock Purchases	\$30.00
EFT172837	18/01/2024	YOUNGS SIDING GENERAL STORE	Fuel Purchases	\$2,995.18
EFT173280	08/02/2024	Z KNOX	Rates Refund	\$1,244.82
EFT173179	01/02/2024	ZENITH LAUNDRY	Laundry Expenses	\$110.12
EFT173571	15/02/2024	ZENITH LAUNDRY	Laundry Expenses	\$110.04
EFT173572	15/02/2024	ZENPAY PTY LTD	Smartcentral Annual Fee	\$1,749.00
EFT172838	18/01/2024	ZIPFORM	Printing / Mailing Services	\$2,701.42
EFT173573	15/02/2024	ZIPFORM	Printing / Mailing Services	\$45.10
				\$5,940,632.59

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
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PURCHASING CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
Fuel Cards:			
01/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$24.77
01/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$40.83
01/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$62.43
02/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$168.36
02/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$10.24
02/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$58.77
02/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$103.21
02/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$92.17
02/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$78.71
02/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$107.83
05/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$72.33
05/12/2023	AMPOL WOOLWORTHS FORRESTDAL	Fuel Supplies	\$76.57
06/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$43.20
06/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$37.74
06/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$65.65
06/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$52.63
07/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$243.09
07/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$57.74
07/12/2023	AMPOL FOODARY ALBANY	Fuel Supplies	\$113.99
07/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$46.86
07/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$42.24
08/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$21.81
08/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$17.91
08/12/2023	AMPOL FOODARY ALBANY	Fuel Supplies	\$10.88
08/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$115.28
08/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$81.75
08/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$103.20
08/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$68.85
08/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$63.72
09/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$41.18
09/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$50.01
09/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$59.63
10/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$87.71
10/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$63.85
12/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$19.20

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
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PURCHASING CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
12/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$41.43
12/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$28.48
12/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$69.59
13/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$146.26
13/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$55.23
13/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$59.76
14/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$87.45
15/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$18.82
15/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$248.21
15/12/2023	AMPOL FOODARY WILLIAMS	Fuel Supplies	\$74.79
16/12/2023	AMPOL FOODARY ALBANY	Fuel Supplies	\$9.19
16/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$102.94
16/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$57.19
16/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$85.82
16/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$71.23
16/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$62.73
17/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$52.74
17/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$63.32
17/12/2023	AMPOL FOODARY WILLIAMS	Fuel Supplies	\$61.12
17/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$27.48
18/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$128.02
18/12/2023	AMPOL MADDINGTON	Fuel Supplies	\$68.63
19/12/2023	AMPOL FOODARY ALBANY	Fuel Supplies	\$56.33
19/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$84.97
20/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$106.33
20/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$116.57
20/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$29.52
20/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$62.67
20/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$108.35
20/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$94.16
20/12/2023	WELLSTEAD S/STN	Fuel Supplies	\$133.70
21/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$278.99
21/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$171.82
21/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$44.40
22/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$399.79
22/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$17.29

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
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PURCHASING CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
22/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$87.51
22/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$102.19
22/12/2023	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$58.21
23/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$31.11
23/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$75.21
23/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$17.25
23/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$93.88
23/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$79.01
23/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$48.72
25/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$28.47
27/12/2023	EG AMPOL 94250 SOUTHERN RIVE	Fuel Supplies	\$127.38
28/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$212.65
28/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$62.01
29/12/2023	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$17.55
30/12/2023	AMPOL FOODARY CARINE	Fuel Supplies	\$91.04
31/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$232.38
31/12/2023	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$190.98
01/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$90.50
01/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$76.83
02/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$192.78
03/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$118.94
03/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$65.16
03/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$71.25
03/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$60.62
03/01/2024	INDEPENDENT NANNUP	Fuel Supplies	\$64.28
03/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$104.78
04/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$56.30
04/01/2024	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$14.46
04/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$239.42
04/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$39.72
05/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$103.83
05/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$34.86
06/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$57.85
06/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$72.23
06/01/2024	AMPOL FOODARY WILLIAMS	Fuel Supplies	\$101.03
06/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$46.63

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

PURCHASING CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
06/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$396.79
09/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$149.26
09/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$49.88
09/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$84.97
09/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$76.24
09/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$33.81
10/01/2024	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$40.91
10/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$235.14
10/01/2024	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$73.67
11/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$89.76
12/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$22.04
12/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$19.45
12/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$99.82
12/01/2024	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$54.18
12/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$42.34
13/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$88.96
13/01/2024	AMPOL FOODARY CARINE	Fuel Supplies	\$104.55
13/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$88.88
13/01/2024	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$92.78
13/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$56.78
15/01/2024	AMPOL WOOLWORTHS FORRESTDALE	Fuel Supplies	\$82.48
16/01/2024	WELLSTEAD S/STN	Fuel Supplies	\$144.55
16/01/2024	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$75.54
17/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$60.06
17/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$40.61
17/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$80.30
18/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$42.17
19/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$82.04
19/01/2024	AMPOL FOODARY WILLIAMS	Fuel Supplies	\$44.52
19/01/2024	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$88.86
19/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$103.38
19/01/2024	AMPOL FOODARY ALBANY	Fuel Supplies	\$34.22
19/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$81.95
19/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$116.32
20/01/2024	AMPOL FOODARY WILLIAMS	Fuel Supplies	\$151.78
20/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$17.40

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

PURCHASING CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
20/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$79.69
20/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$62.72
20/01/2024	AMPOL FOODARY APPLECROSS	Fuel Supplies	\$59.54
20/01/2024	AMPOL FOODARY JOONDALUP	Fuel Supplies	\$73.82
22/01/2024	EG AMPOL 94232 BROOKS GARDEN	Fuel Supplies	\$19.44
23/01/2024	AMPOL FOODARY HIGH WYCOMBE	Fuel Supplies	\$128.29
23/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$53.84
23/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$33.45
23/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$96.55
23/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$57.63
24/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$41.42
24/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$56.07
24/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$74.95
25/01/2024	WELLSTEAD S/STN	Fuel Supplies	\$169.56
25/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$143.95
25/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$52.97
25/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$72.15
25/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$34.38
26/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$181.25
26/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$72.33
26/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$32.64
27/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$363.84
27/01/2024	AMPOL FOODARY WILLIAMS	Fuel Supplies	\$61.00
27/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$45.79
29/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$38.18
30/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$129.85
30/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$252.73
30/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$181.09
30/01/2024	AMPOL WOOLWORTHS FORRESTDALE	Fuel Supplies	\$77.44
30/01/2024	AMPOL FOODARY ALBANY	Fuel Supplies	\$106.26
30/01/2024	AMPOL FOODARY WILLIAMS	Fuel Supplies	\$104.32
31/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$105.59
31/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$114.72
31/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$140.82
31/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$76.62
31/01/2024	AMPOL ALBANY DIESEL STOP	Fuel Supplies	\$41.59

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

PURCHASING CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
31/01/2024	AMPOL FOODARY ALBANY NORTH	Fuel Supplies	\$80.49
Subtotal			\$15,560.04

Coles Cards:			
29/05/2023	Coles supermarket	Groceries	\$17.89
31/05/2023	Coles supermarket	Groceries	\$10.80
16/01/2024	Coles supermarket	Groceries	\$77.70
22/01/2024	Coles supermarket	Office Supplies - Milk	\$22.60
18/01/2024	Coles supermarket	Groceries	\$90.60
19/01/2024	Coles supermarket	Catering Supplies	\$23.69
19/01/2024	Coles supermarket	Groceries	\$78.40
23/01/2024	Coles supermarket	Catering Supplies	\$100.45
15/01/2024	Coles supermarket	Groceries	\$16.10
01/02/2024	Coles supermarket	Groceries	\$24.37
12/02/2024	Coles supermarket	Catering Supplies	\$43.45
08/02/2024	Coles supermarket	After Dark Supplies	\$54.05
12/02/2024	Coles supermarket	Groceries	\$10.70
05/02/2024	Coles supermarket	Groceries	\$9.00
06/02/2024	Coles supermarket	Groceries	\$21.40
07/02/2024	Coles supermarket	Groceries	\$150.80
01/12/2023	Coles supermarket	Groceries	\$4.40
08/01/2024	Coles supermarket	Groceries	\$305.75
12/01/2024	Coles supermarket	Groceries	\$50.40
20/09/2023	Coles supermarket	Groceries	\$25.00
20/09/2023	Coles supermarket	Groceries	\$106.75
04/01/2024	Coles supermarket	Gift Voucher	\$70.00
04/01/2024	Coles supermarket	Groceries	\$24.00
12/05/2023	Coles supermarket	Groceries	\$9.00
02/02/2024	Coles supermarket	Groceries	\$88.07
02/02/2024	Coles supermarket	Office Supplies	\$94.55
25/01/2024	Coles supermarket	Water	\$19.00
19/01/2024	Coles Online	Batteries	\$306.80
22/12/2023	Coles Online	Office supplies	\$816.10
22/12/2023	Coles Online	Catering Supplies	\$183.80
09/10/2023	Coles Online	Catering Supplies	\$75.00

**CITY OF ALBANY
LIST OF ACCOUNTS FOR PAYMENT
FOR THE PERIOD ENDING 15 FEBRUARY 2024**

PURCHASING CARD TRANSACTIONS

DATE	PAYEE	DESCRIPTION	AMOUNT
			Subtotal
			\$2,930.62
Cabcharge Vouchers:			
20/12/2023	Albany City Cabs	Taxi Fare - Albany	\$38.64
20/12/2023	Giraffe Payments	Taxi Fare - Albany	\$14.63
20/12/2023	Giraffe Payments	Taxi Fare - Albany	\$19.69
19/12/2023	Giraffe Payments	Taxi Fare - Albany	\$16.50
19/12/2023	Albany City Cabs	Taxi Fare - Albany	\$15.54
18/12/2023	Rainbow Coast Taxis	Taxi Fare - Albany	\$20.79
17/01/2024	Albany City Cab	Taxi Fare - Albany	\$21.84
17/01/2024	Black & White Cabs	Taxi Fare - Perth	\$61.85
16/01/2024	13cabs wa Pty Ltd	Taxi Fare - Perth	\$33.39
16/01/2024	Swan Taxis co op ltd	Taxi Fare - Albany	\$64.89
			Subtotal
			\$307.76
			TOTAL
			\$18,798.42

Notes:
All Purchasing Card transactions noted above are dated in accordance with the supplier issued statement. All physical payments to the suppliers are made by Electronic Fund Transfer within the date range of 16 January 2024 to 15 February 2024

Document Number	Description	Respond By Date
EDR24175290	<p>COPY OF EXECUTED DOCUMENT</p> <p>Item: N/A</p> <p>Re: Approval for Construction of New Airport Hangar Site 34</p> <p>Parties: Robert Vitale and Kenneth Oldham</p> <p>Signed by: Matthew Gilfellon, Acting Chief Executive Officer (1 Copy)</p>	23/01/2024
EDR24175439	<p>COPY OF EXECUTED DOCUMENT</p> <p>ITEM: N/A</p> <p>RE: Acceptance of Telstra Minor Works Quotation to provide relocation of services at the outfall of Yakamia Creek culvert, North Road.</p> <p>PARTIES: City of Albany and Telstra</p> <p>SIGNED BY: Matthew Gilfellon, Acting Chief Executive Officer (1 copy)</p>	26/01/2024
EDR24175505	<p>COPY OF EXECUTED DOCUMENT</p> <p>ITEM: N/A</p> <p>RE: Final Funding Claim for RPG Kojaneerup Springs</p> <p>PARTIES: Main Roads WA</p> <p>SIGNED BY: Matthew Gilfellon, Acting Chief Executive Officer (1 Copy)</p>	29/01/2024
EDR24175507	<p>COPY OF EXECUTED DOCUMENT</p> <p>ITEM: N/A</p> <p>RE: Application for Development Approval - Albany Co-Operative Building. Application to add internal fittings (fire extinguisher and fire blanket). DA required due to heritage significance of building only.</p> <p>PARTIES: Great Southern Universities Centre (RDA Great Southern)</p> <p>SIGNED BY: Matthew Gilfellon, Acting Chief Executive Officer (1 copy)</p>	29/01/2024
EDR24175649	<p>COPY OF EXECUTED DOCUMENT</p> <p>ITEM: N/A</p> <p>RE: Annual Environmental Report for the City of Albany's Bakers Junction Landfill, required to be submitted to the Department of Environment Regulations as part of the licence conditions.</p> <p>PARTIES: Department of Environment Regulations</p> <p>SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)</p>	01/02/2024

Document Number	Description	Respond By Date
EDR24175742	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Application for Development Approval for bore to be located at Lot 8 Cheyne Road, Cheyne Beach. Has landlords consent (Leasing) PARTIES: N/A SIGNED BY: Nathan Watson, Acting Chief Executive Officer (1 copy)	05/02/2024
EDR24175800	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Public Transport approval under Section 47(1) of the Rail Freight Systems Act 2000 to undertake and enter into an agreement with ARC Infrastructure to conduct realignment works to the York Street / Proudlove Parade railway intersection. PARTIES: Government of Western Australia, Public Transport Authority SIGNED BY: Nathan Watson, Acting Chief Executive Officer (1 copy)	06/02/2024
EDR24175959	COPY OF EXECUTED DOCUMENT ITEM: n/a RE: Building permit for a storage facility PARTIES: Department of Biodiversity, Conservation and Attractions SIGNED BY: Nathan Watson, A/Chief Executive Officer	11/02/2024
EDR24176000	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Albany Sportsperson of the Year Awards - Senior Albany Sportsperson of the Year Award Sponsor PARTIES: Castlehow SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	12/02/2024
EDR24176001	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Albany Sportsperson of the Year Awards Event - Veteran Albany Sportsperson of the Year Award Sponsor PARTIES: Sound Life SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	12/02/2024
EDR24176002	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Albany Sportsperson of the Year Awards Event - Junior Albany Sportsperson of the Year Award Sponsor	12/02/2024

Document Number	Description	Respond By Date
	PARTIES: Retravision SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	
EDR24176003	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Naming Rights sponsor for the Albany Sports person of the Year Awards PARTIES: Wellington and Reeves SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	12/02/2024
EDR24176365	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Application for the Regional Arts Venues grant PARTIES: Department of Local Government; Sport and Cultural Industries SIGNED BY: Andrew Sharpe, Chief Executive Officer	19/02/2024
EDR24176463	COPY OF EXECUTED DOCUMENT ITEM: n/a RE: Service Agreement for provision of volunteering services to the City and wider community PARTIES: Albany and Regional Volunteer Service SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	20/02/2024
EDR24176496	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Cover Letter to attached to spreadsheet (600 pages long) responding to public appeals regarding the mounts trails clearing permit PARTIES: Appeals Convenor SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	21/02/2024
NCSR24175291	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23030 - Construction of Range Road Roundabout PARTIES: Phoenix Civil and Earthmoving Pty Ltd SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (2 copies)	16/01/2024
NCSR24175293	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23018 - Albany Regional Tennis Centre Stage 1 PARTIES: Fulton Hogan Industries Pty Ltd SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (2 copies)	16/01/2024

Document Number	Description	Respond By Date
NCSR24175294	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23025 - Albany Highway Resurfacing Works PARTIES: Prism Contracting and Consulting Pty Ltd SIGNED BY: Matthew Gilfellon, Acting Chief Executive Officer and Gregory Stocks, Mayor (2 copies)	16/01/2024
NCSR24175307	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23028 - Pathway Construction - Brunswick Road to Apex Drive Link PARTIES: Fulton Hogan Industries Pty Ltd SIGNED BY: Matthew Gilfellon, Acting Chief Executive Officer and Gregory Stocks, Mayor (2 copies)	16/01/2024
NCSR24175563	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signatures for the surrender of easements created under an older subdivision to the CoA for drainage PARTIES: N/A SIGNED BY: Matthew Gilfellon, Acting Chief Executive Officer and Gregory Stocks, Mayor (1 copy)	23/01/2024
NCSR24175677	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Endorsement of new Local Planning Scheme No. 2. PARTIES: N/A SIGNED BY: Nathan Watson, Acting Chief Executive Officer and Gregory Stocks, Mayor (1 copy)	25/01/2024
NCSR24175747	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Renewal of Deed of Community Lease with Albany Bowling Club Inc. over Freehold land Lots 32-37 Albany Highway and Lots 41-45 Barrett Street PARTIES: Albany Bowling Club Inc. SIGNED BY: Nathan Watson, Acting Chief Executive Officer and Gregory Stocks, Mayor (2 copies)	29/01/2024
NCSR24175750	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Surrender of current Lotteries House lease and New Lease over new area within Lotteries House under delegated authority no .019 PARTIES: Albany and Regional Volunteer Services Inc. SIGNED BY: Nathan Watson, Acting Chief Executive Officer and Gregory Stocks, Mayor (4 copies)	29/01/2024

Document Number	Description	Respond By Date
NCSR24175958	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Lease for Airport Cafe PARTIES: Wayne Michael Walczak SIGNED BY: Nathan Watson, A/Chief Executive Officer and Greg Stocks, Mayor (2 copies)	04/02/2024
NCSR24176004	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Deed of Restrictive Covenant and Section 70A to comply with conditions of subdivision approval WAPC 159261 PARTIES: Skyrail Holdings Pty Ltd SIGNED BY: Nathan Watson, A/Chief Executive Officer and Greg Stocks, Mayor (1 copy)	05/02/2024

CITY OF ALBANY

BUDGET REVIEW REPORT

FOR THE PERIOD ENDED 31 JANUARY 2024

LOCAL GOVERNMENT ACT 1995
 LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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CITY OF ALBANY
STATEMENT OF BUDGET REVIEW
BY NATURE CLASSIFICATIONS
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024

	Original Budget	Current Budget	Revised Budget	YTD Actual	Variance (b)-(a)	Variance (b)-(a)
	\$	(a) \$	(b) \$	\$	\$	%
OPERATING ACTIVITIES						
Revenue from operating activities						
Rates	44,305,190	44,310,190	44,310,190	44,209,787	-	
Operating Grants and Subsidies	10,320,022	10,549,153	10,158,483	3,455,306	(390,670)	(4%)
Fees and charges	21,086,786	21,100,786	21,510,582	14,607,697	409,796	2%
Profit on asset disposal	240,714	240,714	240,714	319,175	-	
Contributions, Donations & Reimbursements	941,815	1,008,065	1,184,865	600,830	176,800	19%
Interest Earnings	2,444,106	2,478,031	3,743,031	2,451,063	1,265,000	52%
Other Revenue	180,000	180,000	180,000	83,112	-	
	<u>79,518,633</u>	<u>79,866,939</u>	<u>81,327,865</u>	<u>65,726,969</u>	<u>1,460,926</u>	<u>2%</u>
Expenditure from operating activities						
Employee costs	(32,672,645)	(32,647,645)	(32,749,022)	(17,121,019)	(101,377)	
Materials and contracts	(31,371,366)	(31,153,645)	(31,929,947)	(14,983,726)	(776,302)	2%
Utility charges	(1,844,438)	(1,844,438)	(1,919,438)	(1,062,504)	(75,000)	4%
Depreciation on non-current assets	(18,328,835)	(19,423,938)	(19,423,938)	(11,230,119)	-	
Finance costs	(428,177)	(428,177)	(428,177)	(136,714)	-	
Insurance expenses	(922,590)	(922,590)	(922,590)	(522,468)	-	
Loss on asset disposal	(790,336)	(790,336)	(790,336)	(151,312)	-	
Other expenditure	(3,212,291)	(3,435,410)	(3,458,160)	(2,032,059)	(22,750)	1%
Less Allocated to Infrastructure Assets	1,643,110	1,627,062	1,627,062	946,109	-	
	<u>(87,927,568)</u>	<u>(89,019,117)</u>	<u>(89,994,546)</u>	<u>(46,293,812)</u>	<u>(975,429)</u>	<u>1%</u>
Non-cash amounts excluded from operating activities						
Add: Depreciation on assets	18,328,835	19,423,938	19,423,938	11,230,119	-	
Add: Loss on disposal of assets	790,336	790,336	790,336	151,312	-	
Less: Profit of disposal of assets	(240,714)	(240,714)	(240,714)	(319,175)	-	
Add: Implicit Interest	185,198	185,198	185,198	9,207	-	
Movement in Value of Investments	-	-	-	(5,469)	-	#DIV/0!
	<u>19,063,655</u>	<u>20,158,758</u>	<u>20,158,758</u>	<u>11,065,994</u>	<u>-</u>	
Amount attributable to operating activities	10,654,720	11,006,580	11,492,077	30,499,151	485,497	5%
INVESTING ACTIVITIES						
Non-operating grants, subsidies and contributions	24,579,122	26,406,723	24,460,751	2,867,797	(1,945,972)	(8%)
Proceeds from disposal of assets	1,526,600	1,526,600	1,526,600	673,012	-	
Purchase of property, plant and equipment	(23,165,286)	(24,678,263)	(23,147,263)	(4,277,607)	1,531,000	(7%)
Purchase and construction of infrastructure	(29,274,024)	(30,888,572)	(30,835,582)	(4,958,265)	52,990	
Amount attributable to investing activities	(26,333,588)	(27,633,512)	(27,995,494)	(5,695,063)	(361,982)	1%
FINANCING ACTIVITIES						
Repayment of borrowings	(1,649,137)	(1,649,137)	(1,649,137)	(815,573)	-	
Proceeds from borrowings	1,495,000	1,495,000	1,495,000	-	-	
Proceeds from self-supporting loans	14,611	14,611	14,611	7,249	-	
Payments for principal portion of lease liabilities	(193,101)	(193,101)	(193,101)	(107,002)	-	
Transfers to reserves (restricted assets)	(19,585,548)	(20,080,961)	(21,491,252)	-	(1,410,291)	7%
Transfers from reserves (restricted assets)	31,102,861	33,153,446	34,440,222	5,761,712	1,286,776	4%
Amount attributable to financing activities	11,184,686	12,739,858	12,616,343	4,846,386	(123,515)	(1%)
Surplus/(Deficit) for current financial year	(4,494,182)	(3,887,074)	(3,887,074)	29,650,475	-	
Surplus/(Deficit) at start of financial year	4,494,182	3,887,074	3,887,074	3,887,074	-	
Surplus/(Deficit): closing funding position	-	-	-	33,537,549	-	

CITY OF ALBANY
STATEMENT OF BUDGET REVIEW
BY STATUTORY REPORTING PROGRAM
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024

	Original Annual Budget	Current Annual Budget	Revised Annual Budget	YTD Actual	Variance (b)-(a)	Variance (b)-(a)
	\$	(a) \$	(b) \$	\$	\$	%
Operating Revenues						
General Purpose Funding	46,854,575	47,153,824	48,418,824	46,912,342	1,265,000	3%
Governance	8,000	8,000	8,000	1,322	-	
Law, Order and Public Safety	569,255	592,157	971,325	383,700	379,168	67%
Health	128,568	128,568	128,568	120,122	-	
Education and Welfare	1,679,400	1,679,400	1,679,400	1,010,407	-	
Community Amenities	10,884,465	10,829,465	11,268,523	7,458,285	439,058	4%
Recreation and Culture	11,388,823	11,405,436	11,481,136	4,758,894	75,700	1%
Transport	3,822,718	3,887,260	3,087,260	2,179,032	(800,000)	(21%)
Economic Services	2,425,440	2,425,440	2,425,440	1,316,933	-	
Other Property and Services	1,757,389	1,757,389	1,859,389	1,585,932	102,000	6%
	79,518,633	79,866,939	81,327,865	65,726,969	1,460,926	2%
Operating Expenses						
General Purpose Funding	(839,900)	(917,663)	(917,663)	(545,635)	-	
Governance	(4,554,733)	(4,554,733)	(4,674,733)	(2,658,134)	(120,000)	3%
Law, Order and Public Safety	(3,181,095)	(3,270,283)	(3,659,783)	(2,101,258)	(389,500)	12%
Health	(1,024,509)	(1,024,509)	(1,024,509)	(546,992)	-	
Education and Welfare	(2,489,681)	(2,492,704)	(2,492,704)	(1,330,143)	-	
Community Amenities	(14,275,043)	(14,417,470)	(14,434,732)	(7,227,329)	(17,262)	
Recreation and Culture	(27,549,164)	(27,293,661)	(27,484,361)	(13,553,464)	(190,700)	1%
Transport	(25,787,213)	(26,206,246)	(26,381,040)	(13,936,564)	(174,794)	1%
Economic Services	(5,447,893)	(5,449,988)	(5,446,784)	(2,652,495)	3,204	
Other Property and Services	(2,778,337)	(3,391,860)	(3,478,237)	(1,741,797)	(86,377)	3%
	(87,927,568)	(89,019,117)	(89,994,546)	(46,293,812)	(975,429)	1%
Contributions for the Development of Assets						
Law, Order and Public Safety	1,222,383	1,222,383	1,222,383	551,003	-	
Community Amenities	150,000	150,000	150,000	-	-	
Recreation and Culture	11,520,771	11,770,771	11,470,921	-	(299,850)	(3%)
Transport	9,212,782	10,259,569	8,613,447	2,316,794	(1,646,122)	(18%)
Economic Services	19,186	-	-	-	-	
Other Property and Services	2,454,000	3,004,000	3,004,000	-	-	
	24,579,122	26,406,723	24,460,751	2,867,797	(1,945,972)	(8%)
Net Operating Result	16,170,187	17,254,545	15,794,070	22,300,955	(1,460,475)	(9%)
Funding Balance Adjustment						
Add Back Depreciation	18,328,835	19,423,938	19,423,938	11,230,119	-	
Adjust (Profit)/Loss on Asset Disposal	790,336	790,336	790,336	(167,863)	-	
Adjust (Profit)/Loss on Value of Investments	(240,714)	(240,714)	(240,714)	-	-	
Add: Implicit Interest	185,198	185,198	185,198	9,207	-	
Movement From Current to Non-Current	0	0	0	(5,469)	-	#DIV/0!
Funds Demanded From Operations	35,233,842	37,413,303	35,952,828	33,366,949	(1,460,475)	(4%)
Capital Revenues						
Proceeds from Disposal of Assets	1,526,600	1,526,600	1,526,600	673,012	-	
	1,526,600	1,526,600	1,526,600	673,012	-	
Acquisition of Fixed Assets						
Purchase of property, plant and equipment	(23,165,286)	(24,678,263)	(23,147,263)	(4,277,607)	1,531,000	(7%)
Infrastructure	(29,274,024)	(30,888,572)	(30,835,582)	(4,958,265)	52,990	
	(52,439,310)	(55,566,835)	(53,982,845)	(9,235,872)	1,583,990	(3%)
Financing/Borrowing						
Repayment of Borrowing	(1,649,137)	(1,649,137)	(1,649,137)	(815,573)	-	
Proceeds from Borrowing	1,495,000	1,495,000	1,495,000	0	-	
Principal Portion of Lease Liabilities	(193,101)	(193,101)	(193,101)	(107,002)	-	
Self-Supporting Loan Principal	14,611	14,611	14,611	7,249	-	
	(332,627)	(332,627)	(332,627)	(915,326)	-	
Demand for Resources	(16,011,495)	(16,959,559)	(16,836,044)	23,888,763	123,515	(1%)
Restricted Funding Movements						
Opening Funding Surplus(Deficit)	4,494,182	3,887,074	3,887,074	3,887,074	-	
Restricted Cash Utilised - Loan						
Transfer to Reserves	(19,585,548)	(20,080,961)	(21,491,252)	0	(1,410,291)	7%
Transfer from Reserves	31,102,861	33,153,446	34,440,222	5,761,712	1,286,776	4%
	16,011,495	16,959,559	16,836,044	9,648,786	(123,515)	(1%)
Closing Funding Surplus(Deficit)	-	-	-	33,537,549	-	

BASIS OF PREPARATION

The budget review comprises financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Local Government (Financial Management) Regulations 1996 prescribe that the budget review be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from *AASB 16* which would have required the City of Albany to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this budget review have been consistently applied unless stated otherwise. Except for rate setting information, the budget review has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Financial reporting disclosures in relation to assets and liabilities required by the Australian Accounting Standards have not been made unless considered important for the understanding of the budget review or required by legislation.

The local government reporting entity

All funds through which the City of Albany controls resources to carry on its functions have been included in the financial statements forming part of this budget review.

All monies held in the Trust Fund are excluded from the financial statements.

Rounding off figures

All figures shown in this budget review are rounded to the nearest dollar.

2023/24 actual balances

Balances shown in this budget review report as YTD Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in the budget review relate to the original budget estimate for the relevant item of disclosure.

Judgements, estimates and assumptions

The preparation of the annual budget review in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings and investment property
- impairment of financial assets
- estimation uncertainties and judgements made in relation to lease accounting
- estimated useful life of assets

BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024

This Review Maintains Council's Budget in a Balanced Position

	\$
Additional Funds Required	(1,348,243)
Less - Adjustment in Profit/Loss on Sale and Depreciation (Non Cash Transactions)	-
(Increase)/Reduction in Funding Required	(1,348,243)
FUNDED BY	
- (Increase)/Decrease in Existing Expenditure	1,941,804
- Increase/(Decrease) in Grant/Contributions	(2,273,842)
- Increase/(Decrease) in General Revenue	1,788,796
- Increase/(Decrease) in Reserve Funding	(108,515)
- Increase/(Decrease) in Loan Funding	-
Adjusted Increase/(Reduction) in Funding	1,348,243
Balance	-
Current Budget Opening Position (Estimated)	3,887,074
Revised Budget Opening Position (Actual)	3,887,074
Amended Increase/(Reduction) in Opening Funds	-
2023/24 Budgeted Closing Position	-

**CITY OF ALBANY
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024**

SECTION						DIRECTORATE - INFRASTRUCTURE & ENVIRONMENT		
ENGINEERING								
ALIAS or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2023/24		PROPOSED BUDGET 2023/24		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
0310	Collie St. (SLK 0.14 - 0.39) Asphalt Overlay	280,000		5,000		(275,000)		Defer works until next financial year.
79322	Asset Data Collection	128,406		278,200		149,794		Additional funds required to complete condition survey for maintenance planning.
7924	Collie Street Footpath	60,000		-		(60,000)		Footpath works will be undertaken as part of the Mokare Grave Project and requires heritage approval. Unlikely to be undertaken this financial year.
1644	Mt Melville Telecom Mask works.	-		37,860		37,860		Emergency works are required to strengthen the Mount Melville Telecommunications mast so that it can take the current loading from telecommunication devices.
13453	Street Lighting Grants and Subsidies		856,149		56,149		(800,000)	The allocation of \$800k from LRCI 4 is ineligible for this project, to be reallocated in 24/25
14115	Road Funding Other		2,758,641		2,068,519		(690,122)	The grant of \$690k from LRCI 4B, funding Road Works, to be reallocated in the 24/25 financial year.
13339	T/f from Roadwork's, Drainage & Paths Reserve		2,891,833		4,234,609		1,342,776	The funding shortfall of the LRCI 4 \$800k and 4B \$690k grants funding to be made up from the Roadwork's, Drainage & Paths Reserve. These funds will be replenished in 2024/25 when compiling the 24/25 budget.
	TOTAL :	468,406	6,506,623	321,060	6,359,277	(147,346)	(147,346)	

**CITY OF ALBANY
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024**

SECTION						DIRECTORATE - INFRASTRUCTURE & ENVIRONMENT		
ENGINEERING/MAJOR PROJECTS/PLANNING/WASTE								
ALIAS or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2023/24		PROPOSED BUDGET 2023/24		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
	Buildings							
2481	Albany Day Care Ctr - Replace artificial turf	45,000		75,000		30,000		Removal of old synthetic turf, and prepare area for the install of Thermoplastic Vulcanised Coloured Rubber and binder soft fall based on 80m2 to the Albany Daycare.
	Major Projects							
4179	Centennial Youth Park - Multiuse Court	299,850		50,000		(249,850)		Re budget project in 2024/25 leaving \$50k for investigation and design costs.
12085	Parks and Reserves Capital Grants & Contributions		432,850		133,000	(299,850)		Re budget Revenue in 2024/25 LRCI 4 \$200k Other \$100k
	Planning							
12483	Planning Income Development Applications		400,000		480,000	80,000		Increase in value of development applications
17783	Zoning Certificate Income		55,204		75,000	19,796		Landgate reimbursements re information supplied
19993	Sundry Income		-		12,000	12,000		Land amalgamation & transactions reimbursements
	Waste							
10883	Sale of Scrap Metal		80,000		190,000	110,000		Increase in the value & quantity of scrap metal sold
11953	Refuse Income Hanrahan Rd		2,450,000		2,650,000	200,000		Increase in the amount of fill deposited at tip
72912	Better Bins Plus Program	-		17,262		17,262		Funds awarded as a top-up to Better Bins Plus funding
11203	WASTE - Grant Funded Initiatives		-		17,262	17,262		2020-2022 program.
13668	Refuse Collection & Waste Minimisation Rese	9,737,507		10,047,507		310,000		Transfer additional waste revenue to the Refuse Collection & Waste Minimisation Reserve.
	Engineering							
16254	Ellen Cove Beach Swimming Enclosure	35,000		80,000		45,000		Major repairs required to ensure the effectiveness of the existing swimming enclosure.
	TOTAL :	10,117,357	3,418,054	10,269,769	3,557,262	152,412	139,208	

CITY OF ALBANY

BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024

SECTION		DRAINAGE/BUILDINGS				DIRECTORATE - INFRASTRUCTURE & ENVIRONMENT		
ALIAS or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2023/24		PROPOSED BUDGET 2023/24		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
	Drainage							
3979	Centennial Drainage (Tennis Centre)	-		100,000		100,000		Old drainage infrastructure has to be renewed and upgraded prior to works commencing on the new tennis centre.
	Buildings							
1647	Public Toilets - Public Toilet Renewal	541,264		560,264		19,000		Additional electrical works required on the new toilets at the Cape Riche camp grounds existing infrastructure sub standard to requirements
13339	T/f from Roadwork's, Drainage & Paths Reserve		4,234,609		4,334,609		100,000	To fund emergency works required for Centennial Drainage (Tennis Centre).
15709	T/f from - Building Restoration Reserve		90,000		109,000		19,000	To fund the electrical works required on the new toilets at the Cape Riche camp grounds.
	Roads							
1934	Middleton Road - Lake Seppings to Flinders	1,300,000		144,000		(1,156,000)		Works are going to be delayed until next financial year but will deliver the culvert works this year.
13485	Road Funding Grants		2,632,195		1,676,195		(956,000)	Grant rolled over to 24/25 Financial Year
13339	T/f from Roadwork's, Drainage & Paths Reserve		4,334,609		4,134,609		(200,000)	Transfer to reserve, funding required for the 2024/25 fin year.
	TOTAL :	1,841,264	11,291,413	804,264	10,254,413	(1,037,000)	(1,037,000)	

**CITY OF ALBANY
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024**

SECTION						DIRECTORATE - OFFICE OF THE CEO		
PEOPLE AND CULTURE								
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2023/24		PROPOSED BUDGET 2023/24		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
14932	Workers Compensation Wages Paid	30,623		132,000		101,377		Amend the 2023/24 Budget to reflect actual Claims and reimbursements Budget unrealistically low.
14973	Workers Compensation Reimbursements		30,000		132,000		102,000	
TOTAL :		30,623	30,000	132,000	132,000	101,377	102,000	

**CITY OF ALBANY
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024**

SECTION						DIRECTORATE - COMMUNITY SERVICES		
COMMUNITY FUNDING & EVENT SPONSORSHIP/EVENTS								
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2023/24		PROPOSED BUDGET 2023/24		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
	Community Funding & Event Sponsorship							
71017	Regional Event Sponsorship	100,000		142,750		42,750		Funding commitments for RES events in 2024 calendar year are front-ended and budget capacity is needed to honour those commitments (CCS589 - OCM Dec 19 2023)
75962	Anzac Day Event	40,000		20,000		(20,000)		
75656	Other Special Events	33,500		23,500		(10,000)		
75642	Event CBD Revitalisation	45,000		42,250		(2,750)		
73677	Destination Marketing	30,000		20,000		(10,000)		
	Events							
75782	Christmas Pageant	65,000		77,900		12,900		Budget adjustments to reflect additional grant income achieved and revise the budget expenditure accordingly for the 3 events listed.
18283	Christmas Pageant Income		10,000		22,900		12,900	
75882	New Years Fireworks	77,705		90,605		12,900		
16893	New Years Fireworks Income		10,000		22,900		12,900	
75952	Binalup Festival	71,000		120,900		49,900		
18393	Binalup Festival Income		-		49,900		49,900	
	TOTAL :	462,205	20,000	537,905	95,700	75,700	75,700	

**CITY OF ALBANY
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024**

SECTION						DIRECTORATE - COMMUNITY SERVICES		
RECREATION/ALAC								
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2023/24		PROPOSED BUDGET 2023/24		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
78206	Recreation - Strategic Planning	50,000		80,000		30,000		Cycle City Albany 2024-30 Strategy To provide matching funding for the successful grant application approved February 2023.
	ALAC							
31307	ALAC Electricity Costs	150,000		225,000		75,000		Budget set at \$150k in anticipation of greater savings with the new solar panels installed early 2023/24. Ongoing investigations to calculate real savings to continue.
16024	ALAC Equipment	-		30,000		30,000		To purchase a Floor buffer used around pool side eliminating the occurrence of slippery surfaces, and reduce the need for contract services.
0273	Poolside tiling acid etching for improved grip	44,000		10,000		(34,000)		Didn't require full acid clean, savings proposed to purchase floor buffer to be used when necessary.
2705	ALAC - bbq area renewal	80,000		9,000		(71,000)		Postponed until design is complete.
	TOTAL :	324,000	-	354,000	-	30,000	-	

**CITY OF ALBANY
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024**

SECTION		FINANCE				DIRECTORATE - CORPORATE & COMMERCIAL SERVICES			
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2023/24		PROPOSED BUDGET 2023/24		BUDGET REVIEW CONSIDERATION		EXPLANATION	
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME		
	Interest								
10603	Interest on Investments Muni.		920,000		1,285,000		365,000	Higher interest rates achieved then budgeted.	
10663	Interest on Investments Reserves.		1,200,000		2,100,000		900,000	Higher interest rates achieved then budgeted.	
17888	Parking, Bridges & Marine Infrastructure Rese	516,559		523,145		6,586		Transfer Reserve interest to Reserves	
17458	National Anzac Centre Reserve	103,372		118,127		14,755		Transfer Reserve interest to Reserves	
12488	Information Technology Reserve	475,134		497,154		22,020		Transfer Reserve interest to Reserves	
18628	Building Restoration Reserve	1,223,484		1,250,306		26,822		Transfer Reserve interest to Reserves	
12378	Coastal Management Reserve	147,900		189,482		41,582		Transfer Reserve interest to Reserves	
18348	Parks, Recreation Grounds and Trails Reserve	177,080		219,964		42,884		Transfer Reserve interest to Reserves	
12068	Plant Replacement Reserve	362,966		410,114		47,148		Transfer Reserve interest to Reserves	
13668	Refuse Collection & Waste Minimisation Rese	10,047,507		10,160,396		112,889		Transfer Reserve interest to Reserves	
12848	Debt Management Reserve	936,186		1,066,839		130,653		Transfer Reserve interest to Reserves	
13244	Roadwork's, Drainage & Paths Reserve	851,615		986,518		134,903		Transfer Reserve interest to Reserves	
13528	Airport Reserve	2,955,509		3,093,444		137,935		Transfer Reserve interest to Reserves	
13948	Waste Management Reserve	1,312,117		1,493,940		181,823		Transfer Reserve interest to Reserves	
18348	Parks, Recreation Grounds & Trails Reserve	219,964		405,255		185,291		Allocation of surplus funds from this review to Parks, Recreation Grounds & Trails Reserve, to partially fund lighting on oval B on the east side of the Western Pavilion in the 2024/25 financial year subject to council budget deliberations.	
70562	Organisational Legal Expenses	80,000		200,000		120,000		Legal costs associated with the Enterprise Agreement	
	TOTAL :	19,409,393	2,120,000	20,614,684	3,385,000	1,205,291	1,265,000		

**CITY OF ALBANY
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024**

SECTION						DIRECTORATE - CORPORATE & COMMERCIAL SERVICES		
RANGERS/AIRPORT/ECONOMIC DEVELOPMENT								
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2023/24		PROPOSED BUDGET 2023/24		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
	Rangers							
76732	AWARE Education Program	-		15,000		15,000		Grant application for Strengthening Community
70983	AWARE Programs Income		-		15,000		15,000	Preparedness through the Community Safety Coordinator Program Project has been successful.
71412	Mitigation Activity Program	-		274,500		274,500		2023/24 DFES approved Mitigation works program
17043	Mitigation Activity Fund Grants		-		364,168		364,168	2023/24 Grant funding (\$274,500) plus the balance of the 22/23 financial year mitigation works acquitted in 2023/24
30982	LGGS SES Operating Expenditure	69,320		169,320		100,000		Proposed works to decommission the old SES Sanford Rd facility and return it to public open space.
	Airport							
34807	Manage Departmental Costs	505,799		530,799		25,000		Engineering design required for proposed carpark improvements at the Albany Airport.
13899	Transfer from Airport Reserve		1,997,953		2,022,953		25,000	Transfer from Airport Reserve
	Economic Development							
33677	Professional Services	-		60,000		60,000		To conduct a community survey on retail trading hours.
72442	Destination Marketing	60,000		6,796		(53,204)		Surplus to requirement to part fund the community survey conducted by the electoral commission.
	TOTAL :	635,119	1,997,953	1,056,415	2,402,121	421,296	404,168	

CITY OF ALBANY
BUDGET REVIEW FOR THE PERIOD ENDED 31 JANUARY 2024
BUDGET VARIATIONS APPROVED BY COUNCIL VIA INDIVIDUAL COUNCIL ITEMS

SECTION						DIRECTORATE - INFRASTRUCTURE, DEVELOPMENT & ENVIRONMENT		
ENGINEERING								
ALIAS or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2023/24		PROPOSED BUDGET 2023/24		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
1350	Sanford Road Stage 1A Potts Way Constructio	87,608		-		(87,608)		Ordinary Council Meeting 19/12/2023 Item DIS381
13339	T/f from Roadworks, Paths and Drainage Reserve		1,891,833		2,891,833		1,000,000	Ordinary Council Meeting 19/12/2023 Item DIS381
2867	Sanford Road Roundabout Stage 1A	1,640,368		2,727,976		1,087,608		Ordinary Council Meeting 19/12/2023 Item DIS381
0456	Stirling Tce - Replace Paving	219,000		319,000		100,000		Ordinary Council Meeting 27/02/2024 Item DIS385
0376	Lockyer Avenue/York Street Stage 1	1,786,700		1,686,700		(100,000)		Ordinary Council Meeting 27/02/2024 Item DIS385
	TOTAL :	3,733,676	1,891,833	4,733,676	2,891,833	1,000,000	1,000,000	

RECONCILIATION OF OPENING FUNDS AS AT 1 JULY 2023

		(a)	(b)		
	ORIGINAL BUDGET 1-Jul-23	CURRENT BUDGET	BUDGET REVIEW	VARIANCE (b) - (a)	VARIANCE NOTE
		\$	\$	\$	%
Current Assets					
Cash and Cash Equivalents	22,655,043	15,540,778	15,540,778	-	
Other Financial Assets	43,000,000	49,169,165	49,169,165	-	
Trade Receivables	3,650,000	3,635,032	3,635,032	-	
Inventories	958,000	1,344,943	1,344,943	-	
Grant Receivables	-	1,242,401	1,242,401	-	
Other Current Assets	749,998	1,337,808	1,337,808	-	
Total Current Assets	71,013,041	72,270,127	72,270,127	-	
Current Liabilities					
Trade & Other Payables	6,500,000	9,275,404	9,275,404	-	
Contract Liabilities	4,197,499	3,167,929	3,167,929	-	
Lease Liabilities	193,101	193,101	193,101	-	
Provisions	6,965,740	6,722,276	6,722,276	-	
Current Portion of Long - - Term Borrowings	1,649,137	1,522,656	1,522,656	-	
Total Current Liabilities	19,505,477	20,881,366	20,881,366	-	
Net Current Asset Position	51,507,564	51,388,761	51,388,761	Nil	
Adjustments					
Add back					
* Loan Borrowings	1,649,137	1,522,656	1,522,656	-	*
* Payments for principal portion of lease liabilities	193,101	193,101	193,101	-	*
Less					
Cash Backed Reserves	48,841,457	49,202,833	49,202,833	-	
Repayment of Cash Advance's	14,163	14,611	14,611	-	
Opening Funds Surplus/(Deficit)	4,494,182	3,887,074	3,887,074	Nil	

* (Add back loan repayments and principal portion of lease liabilities as they represent a current liability for payments to be made over the next twelve months already reflected as expenditure in the Budget)

Communications & Engagement Report

December
2023



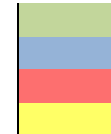
**Communications & Engagement Action Plan 2019-2022
Progress Report: September 2023 – December 2023 (Q4)**

Common Abbreviations:

IAP2 International Association for Public Participation
 EMT – City of Albany Executive Management Team
 CoA – City of Albany
 HR – Human Resources at the City of Albany
 CEO – Chief Executive Officer
 Mailchimp – Cloud-based digital newsletter platform

Project Status Legend

Complete
 In progress/ On Track
 Critical Issues
 On Hold/Parked



COMMUNITY ENGAGEMENT				
Priority/Actions	Comments			
Strategic Objective:				
1. To follow the International Association of Public Participations (IAP2) framework for engagement which is considered a best practice benchmark worldwide.				
1.1 To provide the community with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions				
	Q2	Q3	Q4	
1.1.1 Refresh and schedule HR inductions quarterly to include; Engagement & Communications Strategy objectives.	Complete and ongoing	Complete and ongoing	Complete and ongoing	
1.1.2 Update the City's engagement policies, guidelines and templates to align with the IAP2 Quality Assurance Framework.	Complete	Complete	Complete	
1.1.3 Re-establish one coordinated support point to drive, monitor and distribute all engagement activities on City website.	Complete	Complete	Complete	
1.2 To obtain community feedback on analysis, alternatives and/or decision				
	Q2	Q3	Q4	
1.2.1 Focus on early engagement planning.	Engagement or engagement planning for these projects is underway: <ul style="list-style-type: none"> • Bicentenary Strategic Plan • Middleton Beach Public Toilets & 	Engagement or engagement planning for these projects is underway: <ul style="list-style-type: none"> • Bicentenary Strategic Plan • Middleton Beach Public Toilets & Changerooms Refurbishment 	Engagement or engagement planning for these projects is underway: <ul style="list-style-type: none"> • Bicentenary Strategic Plan • Middleton Beach Public Toilets & Changerooms Refurbishment 	

	<p>Changerooms Refurbishment</p> <ul style="list-style-type: none"> Horse Exercise Area Survey 	<ul style="list-style-type: none"> Horse Exercise Area Survey ALAC Feasibility Study 	<ul style="list-style-type: none"> Emu Beach CHRMAP Stirling Tce paving replacement Range Road Roundabout 	
1.3 To work directly with the community throughout the process to ensure that community concerns and aspirations are heard and considered				
	Q2	Q3	Q4	
1.3.1 Schedule quarterly “Your Council Meet and Greet” Forums in various community areas.	Meet and Greet Guidelines have been endorsed by Council.	Meet and Greet Guidelines have been endorsed by Council.	Meet and Greet Guidelines have been endorsed by Council. Structure and format of the meetings into the future to be discussed at the next Advisory Group meeting. Seniors Meet & Greet held as part of Seniors Week activities.	
1.4 To create opportunities to partner with the community in decision making, including the development of alternatives and solutions				
	Q2	Q3	Q4	
1.4.1 Establish an Advisory Group with community representation to monitor and report on the implementation of the Communications & Engagement Strategy.	Complete	Complete	Complete	
1.4.2 Involve Noongar community in identifying and recommending places for cultural recognition in the Restoring Menang-Noongar Place Names project.	Complete.	Complete	Complete	
1.5: To explore ways to empower the community to participate in our decision-making processes				
	Q2	Q3	Q4	
1.5.1 Integrate an online platform, with regular project updates, on the City website.	Complete	Complete	Complete	

<p>1.5.2 Explore community participatory budgeting with Bornholm and Lockyer communities for allocations included in 19/20 Budget.</p>	<p>Complete</p>	<p>Complete</p>	<p>Complete</p>	
<p>1.5.3 Undertake community participatory budgeting projects subject to budget allocations.</p>	<p>Bornholm Kronkup – works underway on hall to finalise their townsite revitalisation funding in conjunction with Drought Funding works.</p> <p>Young Siding – hall is currently being painted as per the community’s request. Interpretive signage and playground equipment still to be finalised.</p> <p>Redmond – playground will be installed late May.</p> <p>Manypeaks – detailed design drawings currently underway. Community is partnering with the City to complete the caravan pull over bay.</p>	<p>Bornholm Kronkup – works underway on hall to finalise their kitchen upgrade.</p> <p>Young Siding – Interpretive signage and playground equipment still to be finalised.</p> <p>Redmond – playground has been installed. New courts pending.</p> <p>Manypeaks – detailed design drawings currently underway. Community is partnering with the City to complete the caravan pull over bay.</p>	<p>Bornholm Kronkup – works underway on hall to finalise their kitchen upgrade.</p> <p>Young Siding – Interpretive signage and final playground pieces have now been installed.</p> <p>Redmond – playground has been installed. New courts pending.</p> <p>Manypeaks – met with community members to discuss final plans and approach to delivery.</p>	
<p>1.5.4 Upgrade Lake Weelara playground in consultation with community, as per agreed action plan for the precinct.</p>	<p>Complete</p>	<p>Complete</p>	<p>Complete</p>	
<p>1.5.5 Support and collaborate with stakeholders to ensure community input into Regional Arts & Culture Strategy.</p>	<p>Complete.</p>	<p>Complete</p>	<p>Complete</p>	
<p>1.5.6 Invite the Youth Advisory Council to participate in discussion and decision-making with Council on issues of importance to them.</p>	<p>Ongoing.</p> <p>YAC met with Elected Members in March 2023 to determine updates to the</p>	<p>Ongoing.</p>	<p>Revised Climate Declaration will be tabled at December OCM for consideration.</p>	

	Climate Action Declaration and revisions to the wording. A follow up meeting will be held in May to finalise the review.				
Strategic Objective					
2. To use the preferred channels for engagement with our community, both actively and passively, more effectively.					
2.1 Use market segmentation data to identify the most effective way to reach our audience					
	Q2	Q3	Q4		
2.1.1 Investigate ways to incorporate City information into the rates mail out and community calendar.	Complete and ongoing. Currently working on the 23/24 Rated Flyer and other City information such as Waste mail outs, event information and current project engagement for Princess Royal Harbour CHRMAP.	Complete and ongoing.			
2.1.2 Encourage more active engagement at City events and festivals.	The City staffed an information tent at all events across the festive period that included Christmas Pageant, NYE, Binalup Festival, Pride Festival and All Abilities Festival.	City staff were present at Taste Great Southern, CinefestOz and at all Maritime Festival events and activities.	City staff were present at Albany Agricultural Show, Christmas Pageant and Green Fair on the Square.		
2.1.3 Encourage the use of email and letterbox as passive primary communication method.	First Lights: Binalup event notification letter distributed. 29 eDM's distributed across the City.	Ongoing. Recently used a mailbox drop for the E-Waste Collection Day information.	Ongoing. Recently used a mailbox drop for the Summer Events Notification Letters 41 eDM's distributed across the City.		
Strategic Objective					
3. To empower staff to support the City to improve its level and quality of engagement with the community.					
3.1 Train staff and Council to implement and follow best-practice engagement procedures					
	Q2	Q3	Q4		
3.1.1 Develop an engagement process pack with templates and guidelines for Executive Team endorsement and implementation.	Complete.	Complete.	Complete.		
3.2 Implement initiatives that strengthen internal communications and increase awareness of leadership priorities					

	Q2	Q3	Q4		
3.2.1 Implement collaborative business planning process.	Corporate Scorecard noted at Council on 28 February for October – December 2022. Corporate Business Plan annual revision was also endorsed at the November 2022 OCM.	Corporate Scorecard noted at Council on 26 April for Q3 2022-23.	Corporate Scorecard noted at Council on 31 October for Q4 2022-23. Corporate Business Plan – Annual Revision was approve at the November OCM.		
3.2.2 Prioritise the flow of internal information through the use of: <ul style="list-style-type: none"> Regular staff and team meetings; Regular staff newsletters; Directorate managers' meetings; Councillor Weekly updates shared with all managers; Regular toolbox meetings; Use the City's intranet as the portal to access information 	Complete and ongoing Staff Engagement sessions undertaken.	Complete and ongoing Staff Engagement sessions undertaken.	Complete and ongoing Monthly Team Brief circulated and received by all staff.		
3.2.3 Link to Council agendas and minutes in staff newsletters.	Complete and ongoing	Complete and ongoing	Complete and ongoing		
3.2.4 Updates on priorities from Executive Management Team meetings to be shared with managers.	Complete and ongoing	Complete and ongoing	Complete and ongoing Monthly Team Brief initiated		
3.2.5 Chief Executive Officer to undertake annual roadshow meetings with staff.	Ongoing	Ongoing	Ongoing		
3.2.6 Promote and invite all staff to attend informal social events.	Complete and ongoing	Complete and ongoing	Complete and ongoing		
3.2.7 Undertake annual employee satisfaction survey, and share results with all staff.	Complete	Complete	Complete		
3.2.8 Council Weekly News to improve the flow of information from admin to Councillors, including the weekly diary.	Complete	Complete	Complete		

<p>3.2.9 Establish internal working groups with cross-organisation representation.</p>	<p>Ongoing. Advisory or Working / Reference Groups continuing or established for the following projects:</p> <ul style="list-style-type: none"> National Anzac Centre Advisory Group Youth Advisory Council Stidwell Bridle Trail FOGO Working Group 2026 Albany Bicentenary Cultural Tourism Group Communications & Engagement Local Laws and Signs Litter and Illegal Dumping Maritime Festival Advisory Group 	<p>Ongoing. Advisory or Working / Reference Groups continuing or established for the following projects:</p> <ul style="list-style-type: none"> National Anzac Centre Advisory Group Youth Advisory Council Stidwell Bridle Trail FOGO Working Group 2026 Albany Bicentenary Cultural Tourism Group Communications & Engagement Local Laws and Signs Litter and Illegal Dumping Maritime Festival Advisory Group 	<p>Ongoing. Advisory or Working / Reference Groups continuing or established for the following projects:</p> <ul style="list-style-type: none"> National Anzac Centre Advisory Group Youth Advisory Council 2026 Albany Bicentenary Cultural Tourism Group Communications & Engagement Local Laws and Signs Litter and Illegal Dumping Maritime Festival Advisory Group Access & Inclusion Local Biodiversity 	
<p>3.3 To uphold the City of Albany's customer services charter</p>				
	<p>Q2</p>	<p>Q3</p>	<p>Q4</p>	
<p>3.3.1 Adopt updated Customer Service Charter.</p>	<p>Complete.</p>	<p>Complete.</p>	<p>Complete</p>	
<p>3.3.2 Investigate opportunities to become accredited in customer service.</p>	<p>On hold.</p>	<p>On hold.</p>	<p>On hold.</p>	
<p>Strategic Objective 4. Provide increased opportunities for Council and Executives to connect informally with community.</p>				
<p>4.1 Council will meet regularly with communities in informal settings that provide a platform for open dialogues</p>				
	<p>Q2</p>	<p>Q3</p>	<p>Q4</p>	
<p>4.1.1 Develop a Council Action Plan to maximise Elected Members engagement and communication with community.</p>	<p>On hold.</p>	<p>On hold.</p>	<p>On hold.</p>	
<p>4.2: Executives will meet regularly with staff and community in settings that provide a platform for open dialogue</p>				
	<p>Q2</p>	<p>Q3</p>	<p>Q4</p>	

<p>4.2.1 Roster Executive representation at staff meetings, and appropriate community meetings and functions.</p>	<p>Executive staff have attended various staff meetings as well as the following external engagement opportunities:</p> <ul style="list-style-type: none"> • Various meetings with Federal & State Government Ministers. • Bicentenary Community Engagement workshops • WALGA Zone Meeting • Citizenship Ceremony • ACCI Business Briefings • Rio Tinto • Hosted City of Bunbury • ACCI International Women's Day • New Year's Eve • Christmas Pageant • Binalup Festival 	<p>Executive staff have attended various staff meetings as well as the following external engagement opportunities:</p> <ul style="list-style-type: none"> • Various meetings with Federal & State Government Ministers. • Bicentenary Community Engagement workshops • WALGA Zone Meeting • Citizenship Ceremony • Lotterywest Presentation • Maritime Festival Events • CinefestOz • Taste Great Southern • Deadly Careers Conference • Follow the Dream Function 	<p>Executive staff have attended various staff meetings as well as the following external engagement opportunities:</p> <ul style="list-style-type: none"> • Various meetings with Federal & State Government Ministers. • Bicentenary Community Engagement workshops • WALGA Zone Meeting • Citizenship Ceremony • Lotterywest Meeting • Green Fair on the Square • Djinda Ngardak • Albany Motorsport Park Testing Day • Bibbulmun Track Anniversary • Christmas Pageant • Jack Thompson Ultra Cyclist • Mayoral Portraits Exhibition • Prostate Cancer Awareness Day • ABC Gives 	
<p>4.2.2 Consult Executive Management Team on an annual Executive roadshow to City worksites.</p>	<p>Complete and ongoing</p>	<p>Complete and ongoing</p>	<p>Complete and ongoing</p>	

COMMUNICATIONS					
Strategic Objective					
5. To strengthen our brand and promote our services, events and initiatives through creating and delivering innovative visual communications for web and print					
Priority/Actions	Comments				
5.1 Build on the 'Your City' campaign to share and promote who we are and what we do in the community					
	Q2	Q3	Q4		
5.1.1: Produce and deliver the Your City's Sustainable Heroes campaign.	Complete.	Complete	Complete		
5.1.2 Acquire tools to develop more video and other engaging content.	Complete.	Complete	Complete		
5.1.3 Develop and deliver a campaign to encourage nominations and votes in the 2019 Local Government Elections.	Complete.	Complete	Complete		
5.1.4 Develop and deliver a campaign to encourage nominations and votes in the 2021 Local Government Elections.	Complete.	Complete	Complete		
5.1.5 Execute a marketing campaign for 2021 that promotes the positive work that the City of Albany does.	<p>City continue to promote the good work they do through the appropriate channels.</p> <p>This includes:</p> <ul style="list-style-type: none"> • Media Releases • Social Media • Newsletters • Website • Flyer and document creation • Utilising radio and media spots 	<p>City continue to promote the good work they do through the appropriate channels.</p> <p>This includes:</p> <ul style="list-style-type: none"> • Media Releases • Social Media • Newsletters • Website • Flyer and document creation • Utilising radio and media spots • Promotion through radio segments • Editorial Opportunities 	<p>City continue to promote the good work they do through the appropriate channels.</p> <p>This includes:</p> <ul style="list-style-type: none"> • Media Releases • Social Media • Newsletters • Website • Flyer and document creation • Utilising radio and media spots • Promotion through radio segments 		

			<ul style="list-style-type: none"> Editorial Opportunities 		
5.1.6 Develop a Communications and Marketing campaign that promotes the importance of community input with the review of the Strategic Community Plan 2030.	Complete	Complete	Complete		
5.2 Adopt the 'Your City' design style as our main communications brand					
	Q2	Q3	Q4		
5.2.1 Develop an updated City Corporate Style Guide that reflects the 'Your City' style.	Complete.	Complete	Complete		
5.2.2 Undertake review of City logos and style guide.	No budget allocation. On hold.	No budget allocation. On hold.	No budget allocation. On hold.		
Strategic Objective					
6. To disseminate relatable and easy-to-understand communications through multiple channels that meet the needs of our community.					
6.1 Share information that is easy to understand, is timely and reaches relevant target audiences					
	Q2	Q3	Q4		
6.1.1 Develop a Council electronic newsletter for distribution pre and post Council meetings. Incorporate video update with Mayor if achievable.	Complete and Ongoing	Complete and Ongoing	Complete and Ongoing		
6.1.2 Incorporate a social media presence for public notices and project updates that provides clear, concise and relevant information to residents.	Complete and ongoing.	Complete and ongoing.	Complete and Ongoing		
6.2 Use social media and email as cost-effective communication channels					

	Q2	Q3	Q4		
6.2.1 Expand City's database of resident emails to expand direct reach of newsletters and other communication. <i>*Based on evidence of preferred communications channels</i>	Complete.	Complete	Complete		
6.2.2: Develop more content for Instagram and grow the City's presence on this platform.	Complete and ongoing	Complete and ongoing	Complete and ongoing		
6.2.3 Review and redevelop existing community newsletter and explore consolidation of other City newsletters.	Complete.	Complete	Complete		
6.2.4 Investigate use of social media influencers in marketing.	Complete	Complete	Complete		
6.2.5 Investigate the use of influencers and interact with other relevant pages to gain more reach, shares and engagement.	Ongoing. The City continue to collaborate with external stakeholders and organisations to cross promote news, information and events. This has included engaging with local businesses during the Christmas Lights Trail, encouraging them to 'Deck the Stores' and encourage customers to vote.	Ongoing. The City continue to collaborate with external stakeholders and organisations to cross promote news, information and events. This has included collaborating across businesses and organisations for the Maritime Festival 2023. Locals, visitors and	Ongoing. The City continue to collaborate with external stakeholders and organisations to cross promote news, information and events. This has included collaborating across businesses and organisations for 2023 Christmas Festival and Pageant, 2024 Community		

	The City has shared social posts from Roadwise, DFES and the Waste Authority to spread their important messages to Albany residents.	businesses were invited to get involved with an array of events from the Maritime Menu Map and Treasure Trail to the Songs of the Sea and Menang History Talks. Content was shared across social media channels and promoted on the ground and online.	Calendar, ACCI Business Directory, Green Fair on the Square and Roadwise.		
6.2.6 Promote the use of the Consultation module and numerous ways community can have their say through social media channels.	Complete and ongoing	Complete and ongoing	Complete and ongoing		
Strategic Objectives					
7. To ensure online content for our websites is relevant, accurate, timely, strategically placed and easily accessible.					
7.1: Review the functionality and structure of the City's website					
	Q2	Q3	Q4		
7.1.1 Redevelop and relaunch the City of Albany website.	Complete.	Complete	Complete		
7.1.2 Redevelop and relaunch the ALAC website.	Complete.	Complete	Complete		
7.1.3 Redevelop and relaunch the Albany Library website.	Complete.	Complete	Complete		
7.1.4 Develop an Arts & Culture website for repurposed Town Hall and Vancouver Arts Centre.	Complete.	Complete	Complete		
7.1.5 Redevelop and relaunch National Anzac Centre website.	Complete	Complete	Complete		
7.1.6 Consider customer services access to a live customer service chat function on website.	On hold.	On hold.	On hold		
MEDIA					

Strategic Objective					
8. To plan and be proactive in contacting the media whenever possible and respond to media requests in a timely and appropriate way.					
8.1 Produce regular media releases that are well-written and proactively sharing City of Albany news					
	Q2	Q3	Q4		
8.1.1 Review process for requesting Communications' support for media releases and other relevant input	Complete	Complete	Complete		
8.1.2 Transfer Media Release template into electronic mail format.	Complete	Complete	Complete		
8.2 Provide responses to media that meet news deadlines					
	Q2	Q3	Q4		
8.2.1 Provide open and transparent responses in a timely manner.	<p>Ongoing</p> <p>Key responses in this quarter include:</p> <p>Christmas Pageant LPS2 Christmas Lights Trail Garry Turner Retirement Pontoon Dog Attack Tourist Numbers Australia Day Nanarup Lagoon Citizenship Ceremony Citizen of the Year Awards Bins Petition Bornholm Bushfire Possum Corridor Building Requirements Nanarup Bushfire Binalup Sign Binalup Festival First Lights: Binalup Middleton Beach Murky Water Sandpatch Visitor Hub Sandpatch Stairs</p>	<p>Ongoing</p> <p>Key responses in this quarter include:</p> <p>Great Sothern Art Award Youth Week City EA Negotiations Inflate-a-Day Remembrance Poppy Body-worn cameras 24/7 Study Space Legacy Relay Streetlights ALAC Waterwise Day Care Centre Proposal LGA Reforms Williams OCC Book WASU Industrial Action Generations Exhibition No Ties at OCM Torbay Mining Community Scorecard NAC Funding East Tornidirrup Peninsula Funding State Record Office Visit Budget 23-24</p>	<p>Ongoing</p> <p>Key responses in this quarter include:</p> <p>Proposed Tavern Mount Melville Lookout Albany Day Care Cloud9 Vape Store Mayor Monthly Interviews Colour Paint the Walls Albany Entertainment Centre Woolstores Plan Brigade Community Safety Coordinator Information Session Norman House Rabbits Kalgan Bush Fire Remembrance Day Troop Photo Beach Wheelchair VAC Swim Albany Squash Centre Voice to Parliament Seven-Day Trading Homelessness Train Fatality</p>		

	<p>Wagon Rock Allies Project Targa West Event Airport Upgrades Annual Report Revenue Mounts Trails Plans Renewable Energy Mayor Retirement Camping and 4WD-ing Carpark Campers Street Tree Program</p>	<p>Electric Vehicles Local Government Election Cheynes Beach Whales Songs of the Sea Mt Melville Lookout Tower Business Side of Arts Short Stay Accommodation Roundabouts Albany History Collection Dog Attacks E-Scooters Building Approvals Burnwise Sleeman Avenue Landslip Cinefest Oz Dead vegetation at the Port ANZAC Day NAC Coffee Options Local Roads Funding</p>	<p>ABC Gives Middleton Beach Hotel Sprinklers Insurance for Youth Challenge Park Ellen Cove Floatation Device Christmas Pageant Seaweed Public Place Bins Pilot Whales Pontoon Seniors Week New EV's Local Government Election Lot 5 Princess Royal Drive A week in the life of the Mayor Southern Ocean Surf Reef Ukraine Ceremony Citizen of the Year Awards Sandpatch Stairs Cricket Pitches Explore the Hidden Stories of the Fortress Princess Royal Fortress to celebrate dual milestones E-Scooter Survey Petitions Cricket Pavilion Damage Albany Film Street Trees Suzie Kettle exhibition Vital Signs – Belonging Draw on the Walls Motorsport Park</p>		
8.2.2 Development and adoption of a media policy and protocol.	Complete and adopted.	Complete and adopted	Complete and adopted		
Strategic Objective					
9. To promote the City with positive and proactive media					
9.1 Identify positive promotional opportunities through strong internal communication					
	Q2	Q3	Q4		

9.1.1 Issue regular media releases that share the good work and achievements of the City of Albany	18 media releases issued since 22/11/2022	22 media releases issued since 01/04/2023	21 media releases issued since 01/08/2023		
9.1.2 Quarterly meetings with business units and teams to discuss good news and promotional opportunities.	The Communications Team has met with Engineering, People and Culture, Visitor Centre, Depot, Waste, Sustainability, Rangers, Reserves, Community Development, Governance, Planning, ALAC, Arts & Culture, Library and National Anzac Centre teams.	The Communications Team has met with Sustainability, Albany Heritage Park, Arts and Culture, Waste, Depot, Reserves, ALAC, Rangers, Visitor Centre, Leasing, Day Care, VAC, Library and North Road teams.	The Communications Team has met with Sustainability, Albany Heritage Park, Trades, Arts and Culture, Waste, Depot, Reserves, ALAC, Rangers, Engineering, Visitor Centre, Leasing, Day Care, VAC, Library, Rates, and North Road teams.		
9.2 Build strong and effective relationships with the media at all levels					
	Q2	Q3	Q4		
9.2.1 Create opportunities for senior staff and Mayor to meet with local media	Meetings scheduled for Albany Advertiser and ABC this month.	Meetings scheduled for Albany Advertiser.	Meetings scheduled for Albany Advertiser.		
9.2.2 Communications team visit to local media outlets to meet and greet media teams	Complete.	Complete	Complete		
9.2.3 Attend monthly Council meetings (and committee meetings as necessary) to provide attending media representatives with support as required.	3 OCM's attended by Communications in the last quarter.	3 OCM's attended by Communications in the last quarter.	4 OCM's attended by Communications in the last quarter.		

<p>9.2.4 Support requests for interview and photo opportunities wherever possible that support positive reporting of the City and community, or assist with informing the community about issues of importance.</p>	<p>Ongoing.</p>	<p>Ongoing</p>	<p>Ongoing</p>		
<p>Strategic Objective 10. To maintain awareness of the issues reported by the media and community's response</p>					
<p>10. Monitor media activity</p>					
	<p>Q2</p>	<p>Q3</p>			
<p>10.1.1 Use media monitors to keep up to date with and source media activity relating to the City</p>	<p>Complete</p>	<p>Complete</p>	<p>Complete</p>		
<p>10.1.2 Compile quarterly media reports that summarise media coverage and social media engagement</p>	<p>Completed and ongoing</p>	<p>Completed and ongoing</p>	<p>Completed and ongoing</p>		



Fire Protection Association Australia
Life, Property, Environment.



Bushfire Management Plan Coversheet

This Coversheet and accompanying Bushfire Management Plan has been prepared and issued by a person accredited by Fire Protection Association Australia under the Bushfire Planning and Design (BPAD) Accreditation Scheme.

Bushfire Management Plan and Site Details

Site Address / Plan Reference: Lot 601 (No. 56) Karrakatta Road			
Suburb: Goode Beach	State: WA	P/code: 6330	
Local government area: City of Albany			
Description of the planning proposal: Change of use to Short Stay Accommodation			
BMP Plan / Reference Number: BAL0133	Version: 1.0	Date of Issue: 19/09/2023	
Client / Business Name: Emily Fergie			

Reason for referral to DFES

	Yes	No
Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the BPC elements)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the proposal any of the following special development types (see SPP 3.7 for definitions)?		
Unavoidable development (in BAL-40 or BAL-FZ)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Strategic planning proposal (including rezoning applications)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Minor development (in BAL-40 or BAL-FZ)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
High risk land-use	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vulnerable land-use	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If the development is a special development type as listed above, explain why the proposal is considered to be one of the above listed classifications (E.g. considered vulnerable land-use as the development is for accommodation of the elderly, etc.)?


Considered Vulnerable land use through Change of use from residential to Short stay accommodation/

Note: The decision maker (e.g. local government or the WAPC) should only refer the proposal to DFES for comment if one (or more) of the above answers are ticked "Yes".

BPAD Accredited Practitioner Details and Declaration

Name Kathryn Kinnear	Accreditation Level Level 2	Accreditation No. BPAD30794	Accreditation Expiry 28/02/2024
Company Bio Diverse Solutions		Contact No. 9842 1575	

I declare that the information provided within this bushfire management plan is to the best of my knowledge true and correct

Signature of Practitioner  Date 19/09/2023

BUSHFIRE MANAGEMENT PLAN



Lot 601 (No. 56) Karrakatta Road, Goode Beach

Final V1.0

19/09/2023





Site Details					
Address:	Lot 601 (No. 56) Karrakatta Road				
Suburb:	Goode Beach	State:	W.A.	Postcode	6330
Local Government Area:	City of Albany				
Description of Building Works:	N/A Change of use				
Stage of WAPC Planning	Development Application				

Plan Details			
Report / Job Number:	BAL0133-003	Report Version:	Final v1
Assessment Date:	13 February 2023	Report Date:	19 September 2023
BPAD Practitioner	Jason Benson (Level 2)	Accreditation No.	BPAD 37893
BPAD Practitioner	Kathryn Kinnear	Accreditation No.	BPAD 30794



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1. Executive summary

Emily Fergie (“the client”) engaged Bio Diverse Solutions (Bushfire Consultants) to prepare a Bushfire Management Plan (BMP) and Bushfire Emergency Evacuation Plan (BEEP) at Lot 601 (No. 56) Karrakatta Road, Goode Beach (“the subject site”). The BMP has been prepared to accompany a development application for the change of use of an existing habitable residential dwelling to short stay accommodation within the City of Albany (CoA). A Bushfire Attack Level (BAL) assessment was undertaken on the existing house to assess the bushfire risk and is included in the appendices of this report (Appendix A).

Short stay accommodation is classified/defined as a “Vulnerable Land Use” under State Planning Policy (SPP) 3.7 Planning in Bushfire Prone Areas 2015 (WAPC, 2015) and the Guidelines for Planning in Bushfire Prone Areas 1.4 (WAPC, 2021) (“the Guidelines”). A Development Application (DA) for a vulnerable land use in a designated bushfire prone area requires the application of SPP 3.7 and the Guidelines which addresses the bushfire protection criteria as well as provide evacuation information for occupants/residents of the proposed accommodation. The intent of this policy measure is to recognise that such sites require special consideration when located in a bushfire prone area. This BMP has been prepared to assess the subject site to the current and endorsed Guidelines (WAPC, 2021) and demonstrate compliance with the performance-based solutions to the guidelines.

In assessing the bushfire risk, the subject site was found to be BAL-FZ even with onsite vegetation management (See BAL report Appendix A). This is due to the existing adjacent special residential lots in the area (specifically the north and west of the site), the steep slopes attributable to the local area, and the overgrown nature of the surrounding lots. In response to the inherent bushfire risk, the client has adopted strategies to address the bushfire risk of holiday accommodation land use, these strategies include:

- Management of the entire development site (whole of lot) as a APZ as outlined in the Guidelines with assistance from the neighbour to the west through a section 70A notification on title and easement for management of the APZ in perpetuity on lot 602 Karrakatta Road, Goode Beach.
- Upgrade the existing dwelling to provide for improved ember protection by enclosing all openings (excluding roof tile spaces) or covering openings with a non-corrosive metal screen mesh with a maximum aperture of 2mm. Where applicable, this includes any subfloor areas, openable windows, vents, weep holes and eaves. External doors are to be fitted with draft excluders.
- Provide for a static water supply on site of 10,000L to provide for additional localised supply in addition to the existing reticulated water supply.
- The development will be closed on Extreme and Catastrophic Fire Danger Rating days.
- A comprehensive Bushfire Emergency Evacuation plan is to be prepared for the operation of the development, which includes the provision of local managers for the site to ensure on-going management of the site and assistance with evacuation of occupants should that be necessary.

The subject site (original) building was built in circa 2001 through the planning, development and building legislation applicable at the time. The development proposal is not increasing the (net) number of occupants to the site and proposes a number of measures to increase visitor safety to the while in operation of the short stay accommodation. In acknowledging the unfamiliarity tourism accommodation by the future patrons, the BMP aims to (commensurate with the size and scale of the development) ensure that the clients visiting the site are well aware of the bushfire risks and site closures are enacted to ensure the risk of bushfire is averted by future patrons.

In the current and endorsed *Guidelines* (WAPC 2021), the legacy provisions and discretionary decision making can be enacted for existing lots and/or existing habitable buildings created prior to SPP 3.7. The site is located in an existing residential zone, but does not meet the *current* definition of a “*built out area*” as defined by WAPC. The proponent seeks to apply the legacy provisions and discretionary decision-making provisions with additional bushfire mitigation measures to ensure safety for occupants to the site. Due to non-compliance with the bushfire protection criteria, the bushfire mitigation measures aim to address the legacy provisions and reduce the bushfire risk to the extent possible within the lot, such measures include:

1. Preparation of a comprehensive Bushfire Emergency Evacuation Plan (BEEP). The evacuation of the site and site closures on “Extreme” and “Catastrophic” FDR days as part of the ongoing management of the site due to the fact that Goode Beach is along a “dead end” road and there is not a suitable “destination” in the Goode Beach residential zone. The BEEP is guided by the appointed bushfire practitioner to assist with implementation and ongoing advice pertaining to the plan.



2. There are managers appointed for the proposal which reside in Albany ensuring they are across the weather conditions and site conditions and have been appointed duties according to the BEEP (see Appendix D). The appointment of local managers will improve the opportunity to implement the evacuation procedures in the event of an emergency situation.
3. The subject site building is not built to AS3959 and therefore on-site sheltering for a bushfire is not recommended. The owner is to apply ember protection during upgrades or renovation during the life of the building to address the bushfire risk. This involves enclosing all openings (excluding roof tile spaces) or covering openings with a non-corrosive metal screen mesh with a maximum aperture of 2mm. Where applicable, this includes any subfloor areas, openable windows, vents, weep holes and eaves. External doors are to be fitted with draft excluders.
4. The application of the legacy provisions which recognises that the building already exists and has a maximum occupancy of 10 people for the holiday accommodation proposal and similarly is restricted to that of the residential occupancy with no more occupants on site other than normally allowed for as a residential building.
5. The people frequenting the building will be much more informed of the bushfire risks than the adjacent residential lots and have a comprehensive BMP and BEEP to follow in the event of a bushfire in the area.

The BMP report outlines a performance-based assessment to demonstrate compliance to the intent of the bushfire protection criteria as per the WAPC current and endorsed guidelines. As a result of the Performance Solution, the development will be consistent with the objectives of SPP 3.7 in the following ways:

- With the implementation of the Performance Solution, the development will not increase the threat of bushfire to people, property or infrastructure.
- The vulnerability of the development to bushfire will be reduced through identification and consideration of risks and application of the Performance Solution.
- The development has taken into account bushfire protection requirements and has included bushfire protection measures as specified in the Performance Solution.
- The development has provided for an appropriate balance of bushfire risk management measures and vegetation management commensurate with the size and scale of the proposed development.

Therefore, the proposed performance solution is demonstrated to be consistent with both the intent and Performance Principle of the Element and the overall objectives of SPP3.7.

2. Introduction

Bio Diverse Solutions (Bushfire Consultants) were commissioned to prepare a Bushfire Management Plan (BMP) and Bushfire Emergency Evacuation Plan (BEEP) to accompany a development application for the change of use of an existing habitable dwelling to short stay accommodation within the City of Albany (CoA). A BAL Assessment was undertaken on the existing house and is included in the appendices of this report.

A short stay accommodation/bed and breakfast is classified/defined as a “Vulnerable Land Use”. A Development Application (DA) for a vulnerable land use in a designated bushfire prone area requires the application of the State Planning Policy (SPP) 3.7 Planning in Bushfire Prone Areas 2015 (WAPC, 2015) and the Guidelines for planning in bushfire prone areas 1.4 (WAPC, 2021). SPP 3.7 requires a BMP which addresses the bushfire protection criteria as well evacuation information for occupants/residents of the proposed accommodation. The intent of this policy measure is to recognise that such sites require special consideration when located in a bushfire prone area. This BMP has been prepared to assess the subject site to the current and endorsed Guidelines for Planning in Bushfire Prone Areas Version (WAPC, 2021) and the State Planning Policy 3.7 (WAPC, 2015).

Evacuation information has been provided in support of this proposal in the form of a BEEP. The evacuation information in Appendix D of this report contains specific consideration for the management of occupants during a bushfire emergency and can be removed to form a stand-alone document. The BMP and BEEP has been prepared by a Level 2 accredited bushfire practitioner pertinent to the size and scale of the proposed development and has been peer reviewed by an accredited BPAD level 3 bushfire practitioner, see peer review letter Appendix B.

1.1 Location

Lot 601 (no 56) Karrakatta Road is approximately 4006m² in size, zoned ‘Special Residential’ under the City of Albany Local Planning Scheme No. 1 and located to the southeast of the Albany CBD, in the locality of Goode Beach, see Figure 1.

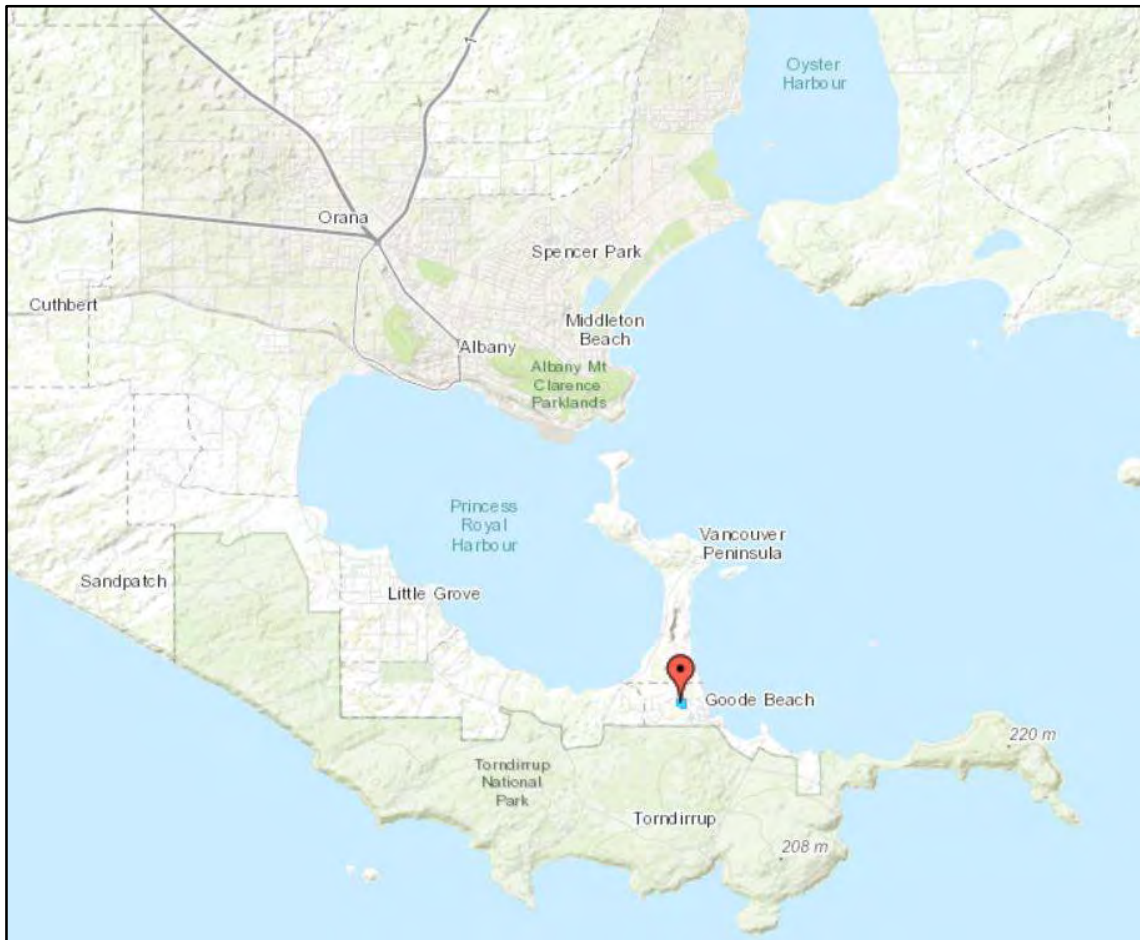


Figure 1: Location Mapping of the subject site.

1.2 Development Proposal

The landowner is preparing a development application with the CoA to change the land use of an existing habitable dwelling to short stay accommodation at Lot 601 (No. 56) Karrakatta Road, Goode Beach. The building could have up to a maximum of 10 occupants at any time, see Figure 2. The Subject site is a 2-storey house which has been renovated in 2017-2018.

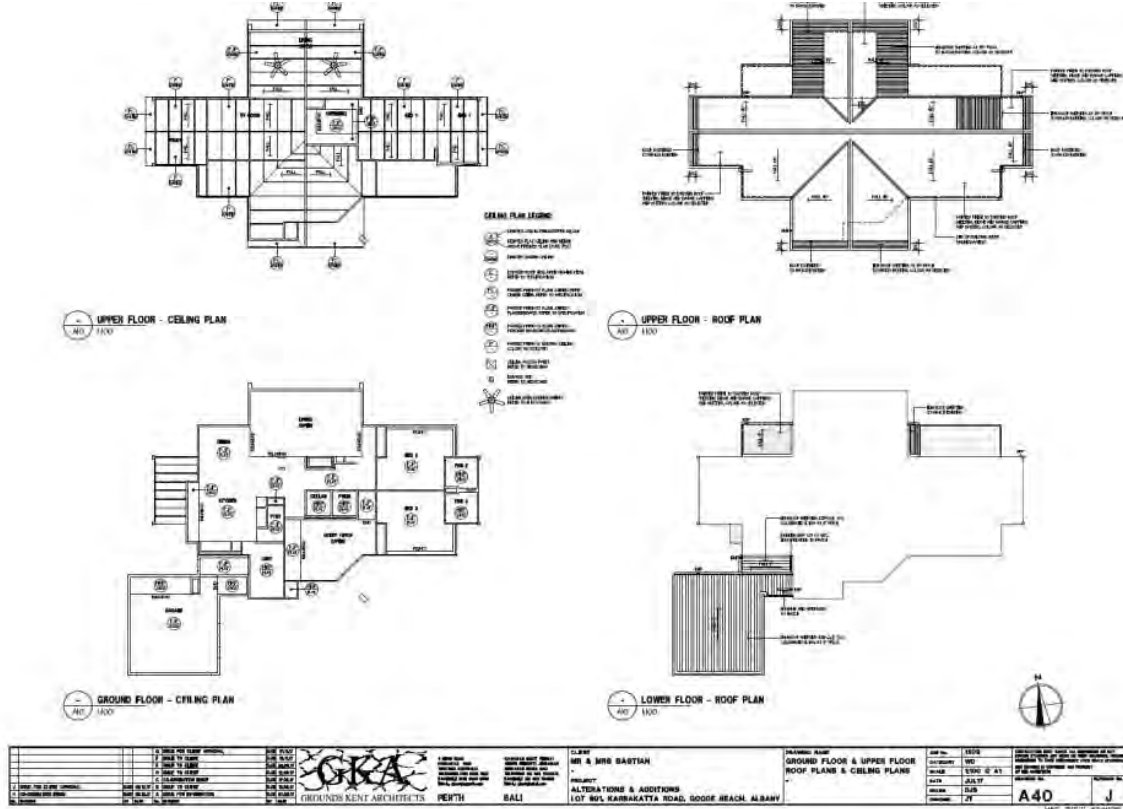


Figure 2: House floor plans

The publicly released Bushfire Prone Area Mapping (OBRM, 2021) shows that the subject site is located within a Bushfire Prone Area (within 100m of >1ha of bushfire prone vegetation) and as such is subject to a planning assessment of the bushfire risks. Bushfire Prone Area Mapping (OBRM, 2021) is shown in Figure 3.



Figure 3: Map of Bushfire Prone Areas and relevance to subject site (OBRM, 2021).

1.3 Statutory Framework

This document and the recommendations contained within are aligned to the following policy and guidelines:

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Scheme) Regulations 2015;*
- State Planning Policy (SPP) 3.7 Planning in Bushfire Prone Areas 2015 (WAPC, 2015);
- Guidelines for Planning in Bushfire Prone Areas, Vers 1.4 (WAPC, 2021);
- A Guide to developing a Bushfire Emergency Evacuation Plan (WAPC, 2019);
- *Building Act 2011;*
- *Building Regulations 2012;*
- Building code of Australia (National Construction Code) (NCC, n.d.);
- *Fire and Emergency Services Act 1998;*
- AS3959-2018 "Construction of Buildings in Bushfire Prone Areas" current and endorsed standards;
- *Bushfires Act 1954;* and
- CoA Fire Management Notice (CoA, 2022/23).



2 Environmental Considerations

2.1 Native Vegetation – Modification and Clearing

This BMP utilises the assumption that native vegetation can be modified around the existing building to ensure an Asset Protection Zone (APZ) prevails as per the WAPC Asset Protection Zone (APZ) Standards, Schedule 1 (refer to Appendix C and Appendix 3 of the BAL assessment Report). The existing building requires an APZ implemented to achieve BAL-29, see Figure 5 Works Program Map. The compliant APZ has been implemented to the fullest extent of the lot and with assistance from the adjacent land owner assisting to the west of the subject lot. Approval of this BMP at the CoA planning approval will assist to achieve compliance and ongoing management in perpetuity of the APZ. To the north of the house there are steep slopes exceeding 15 degrees and this area cannot be cleared or managed without significant environmental disturbance and destruction to the area. The proposed BAL-29 APZ area (as shown in the BAL assessment Appendix A and the Works Program Mapping Figure 5) can be managed with agreement from the adjacent owner to the west (Lot 602 Karrakatta Road) through parkland clearing and slashing, retaining some trees, while still meeting APZ standards. The adjacent owner to the west has agreed to manage the area adjacent to the subject site, refer to correspondence Appendix C. This is to be enforced through a Section 70A notification on title and at the planning application stage (as a condition) through an easement in favour of management over Lot 602. The low fuel areas (APZ) are to be managed in perpetuity and implemented by the landowner of Lot 601 at the development approval stage. Additional strategies to manage low fuel areas for the landowner is outlined in Section 5.2 of this report.

2.2 Review of the Environmental Data Sets (Landgate, 2022)

A review of the environmental data sets (Landgate, 2022) as identified in the Department of Planning Lands and Heritage BMP Template for a complex development application, does not identify that any regulated (restricted) vegetation will be affected by the proposal, see Table 1 Environment Dataset Review.

Table 1: Environmental Dataset Review.

Dataset	Impact on Proposal	Comment
Conservation category wetlands and buffer	No	
Wetlands and Waterways	No	
RAMSAR wetlands (DBCA-010)	No	
Threatened and priority flora (DBCA-036)	Unaware	A flora survey has not been undertaken and the site has been highly modified, protected flora is unlikely within the subject site. There is priority flora located nearby the subject site. However, this can only be seen at a scale of 1:1,2000000.
Threatened Ecological Communities (DBCA-038)	Unaware	A survey of the Threatened Ecological Communities (TEC) in this area not been undertaken and the site has been highly modified, TEC/s are unlikely within the subject site. This dataset can only be seen at a scale of 1:1,2000000.
Bush Forever areas 2000 (DPLH-019)	No	
Clearing regulations –Environmentally Sensitive Areas (DWER-046)	No	
Swan Bioplan Regionally Significant Natural Areas 2010 (DWER-069)	No	
Conservation Covenants Western Australia (DPIRD-023)	Unaware	This dataset is not publicly available.

Note: Relevant checks have been completed and the proposal does not currently impact on any of the above sites. However, the management strategies contained in this BMP, assume that all environmental approvals will be achieved or clearing permit exemptions will be applied. It is recommended that the proponent seeks specific advice in relation to the clearing of any native vegetation that is proposed as part of this development. Clearing of native vegetation may utilise an exemption under the EP act through the WAPC process. It is advised that the proponent seek further advice from an Environmental Consultant or the WA Department of Biodiversity, Conservation and Attractions (DBCA) on the condition and species contained within the development area and any requirement for referral of the proposal.



2.3 Revegetation or Landscaping

There is no revegetation/landscaping proposed for this development application and any future landscaping in the site will be done so as to not negatively impact the BAL rating. It is recommended that an accredited Level 2 Bushfire Practitioner is to review and approve any future plantings or landscape concept plans to ascertain if the actions increase the bushfire risk in the development.



3 Bushfire Assessment Results

The bushfire assessment for this site has followed the Bushfire Attack Level (BAL) Assessment and WAPC Planning in Bushfire Prone Areas Guidelines Vers 1.4 (WAPC, 2021).

3.1 Assessment Inputs

Bushfire Assessment inputs for the site have been calculated using the Method 1 BAL Assessment procedure as outlined in AS3959-2018. This incorporates the following factors:

- WA adopted Fire Danger Index (FDI), being FDI 80;
- Vegetation Classes;
- Effective Slope under classified vegetation; and
- Distance between proposed development site and classified vegetation.

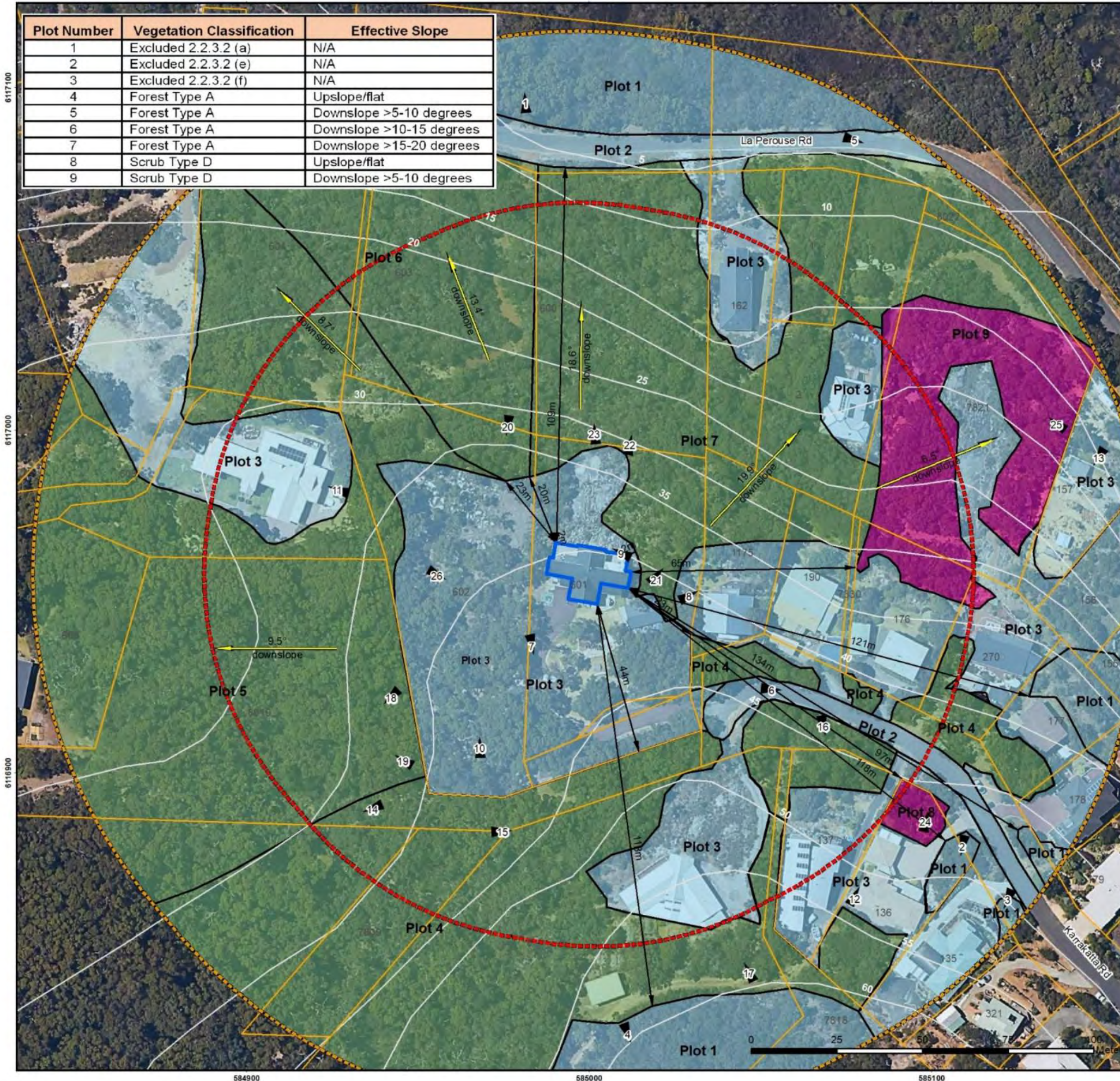
3.1.1 Vegetation Classification

Site assessment occurred on the 22nd of September 2021 by a Bushfire Practitioner from Bio Diverse Solutions, Jason Benson (BPAD 37893) and site re-assessment on the 13th February 2023 by Kathryn Kinnear (L2 BPAD 30794). All vegetation within 150m of the site / proposed development was classified in accordance with Clause 2.2.3 of AS 3959-2018. Each distinguishable vegetation plot with the potential to determine the Bushfire Attack Level is identified in the following pages and shown on the Site Plan Map (Figure 4) on the following page.

A summary of the Plot data assessed as per Clause 2.2.3 of AS 3959-2018 is provided below in Table 2 below, detailed BAL assessment completed on the subject site is provided in Appendix A.

Table 2: Vegetation Classification Table (in accordance with AS 3959-2018) of the subject site.

Plot Number	Vegetation Classification	Effective Slope
1	Excludable – Clause 2.2.3.2(a)	N/A
2	Excludable – Clause 2.2.3.2(e)	N/A
3	Excludable – Clause 2.2.3.2(f)	N/A
4	Class A - Forest	All upslopes and flat land (0 degrees)
5	Class A - Forest	Downslope >5-10 degrees
6	Class A - Forest	Downslope >10-15 degrees
7	Class A - Forest	Downslope >15-20 degrees
8	Scrub Type D	Upslope/flat
9	Scrub Type D	Downslope >5-10 degrees



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Overview Map Scale 1:100,000

Legend

- Subject Site
- 100m Assessment Boundary
- 150m Assessment Boundary
- Cadastre
- 5m Contours
- Separation Distance
- Slopes Degrees
- Vegetation/Plot Boundary

Vegetation

- Forest Type A
- Low fuel or non vegetated 2.2.3.2
- Scrub Type D

Scale
 1:1,100 @ A3
 GDA MGA 94 Zone 50

Data Sources
 Aerial Imagery: WAnow, Landgate Subscription Imagery
 Cadastre, Relief Contours and Roads: Landgate 2017
 IRIS Road Network: Main Roads Western Australia 2017
 Overview Map: World Topographic map service, ESRI 2012

CLIENT
 Emily Fergie
 Lot 601 (No. 56) Karrakatta Road
 Goode Beach, WA 6330

Site Plan / BAL Assessment

BAL Assessor JRB & KPK	QA Check ED	Drawn by GSK
STATUS FINAL	FILE BAL0133-003	DATE 11/09/2023



3.2 Assessment Outputs

A BAL assessment has been completed for the existing building in accordance with AS3959-2018 methodology. The BAL rating gives an indication of the level of bushfire attack (i.e., the radiant heat flux) that may be received by the building and subsequently informs the standard of building construction required to increase building tolerance to potentially withstand such impacts in line with the assessed BAL.

The assessed BAL rating for the existing building is indicated below in Table 3.

Table 3: AS3959 Determined BAL Rating for the Existing Building.

Plot	Vegetation Classification	Effective Slope	Separation (m)	BAL
1	Excludable – Clause 2.2.3.2(a)	-	N/A	BAL – LOW
2	Excludable – Clause 2.2.3.2(e)	-	N/A	BAL – LOW
3	Excludable – Clause 2.2.3.2(f)	-	N/A	BAL – LOW
4	Class A - Forest	All upslopes and flat land (0 degrees)	23	BAL – 29
5	Class A - Forest	Downslope >5 to 10 degrees	23	BAL – FZ
6	Class A - Forest	Downslope >10 to 15 degrees	20	BAL – FZ
7	Class A - Forest	Downslope >15 to 20 degrees	2	BAL – FZ
8	Class D Scrub	All upslopes and flat land (0 degrees)	97	BAL – 12.5
9	Class D Scrub	Downslope >5 to 10 degrees	65	BAL – 12.5
Worst case BAL Allocation				BAL – FZ

Note: The purpose of this assessment is to indicate if the existing building on Lot 601 (No. 56) Karrakatta Road, Goode Beach, can be subject to a BAL rating of BAL-29 or lower. In its current location the subject site is impacted by a Bushfire Attack Level of BAL-FZ. In conducting the assessment, it was determined that with onsite vegetation modification a lower BAL Rating is not achievable within the lot boundary due to offsite vegetation impacting the building. The Works Program Mapping (Figure 5) outlines the WAPC APZ standards to apply to the subject lot. It is noted that if the CoA applied the current FMN to the adjacent lots, the existing building would still be subject to a BAL rating of BAL-FZ (lots to the north are >4000m²). The management of offsite vegetation to the north is outside of the control of the owner and therefore is not deemed achievable in this development proposal. Vegetation management to the west is achievable to APZ standards with the adjacent owner (lot 602 Karrakatta Road), See evidence Appendix C. A Section 70A notification on title and an easement in favour of managing the APZ on lot 602 as a condition of DA is recommended during CoA planning approval to ensure this area is managed to APZ standards in perpetuity. APZ standards to the lot boundary is applicable to the north and east of the current dwelling as demonstrated on the Works Program Mapping Figure 5.

Assumptions/comments on BAL assessment:

- The Method 1 (AS3959-2018) Simplified procedure was used for vegetation classification and BAL Assessment process;
- An APZ will be implemented to ensure BAL-29 will be achieved to the west and east of the building, see Figure 5 Works Program Map;
- The BAL determined within the APZ wholly on the subject site is shown in Table 4;
- The lot owner to the west (Lot 602) has agreed to managing vegetation with a Section 70A notification on title and an easement for management by Lot 601 is recommended to manage the area to APZ standards in perpetuity. Management of the lot to the west gives a BAL-29 separation zone, see Table 5;
- The proposed development and assumptions contained within this BMP is based on the site plan supplied by the client (Figure 2); and
- Subject site is located in a Bushfire Prone Area, see Figure 3 (OBRM, 2021).

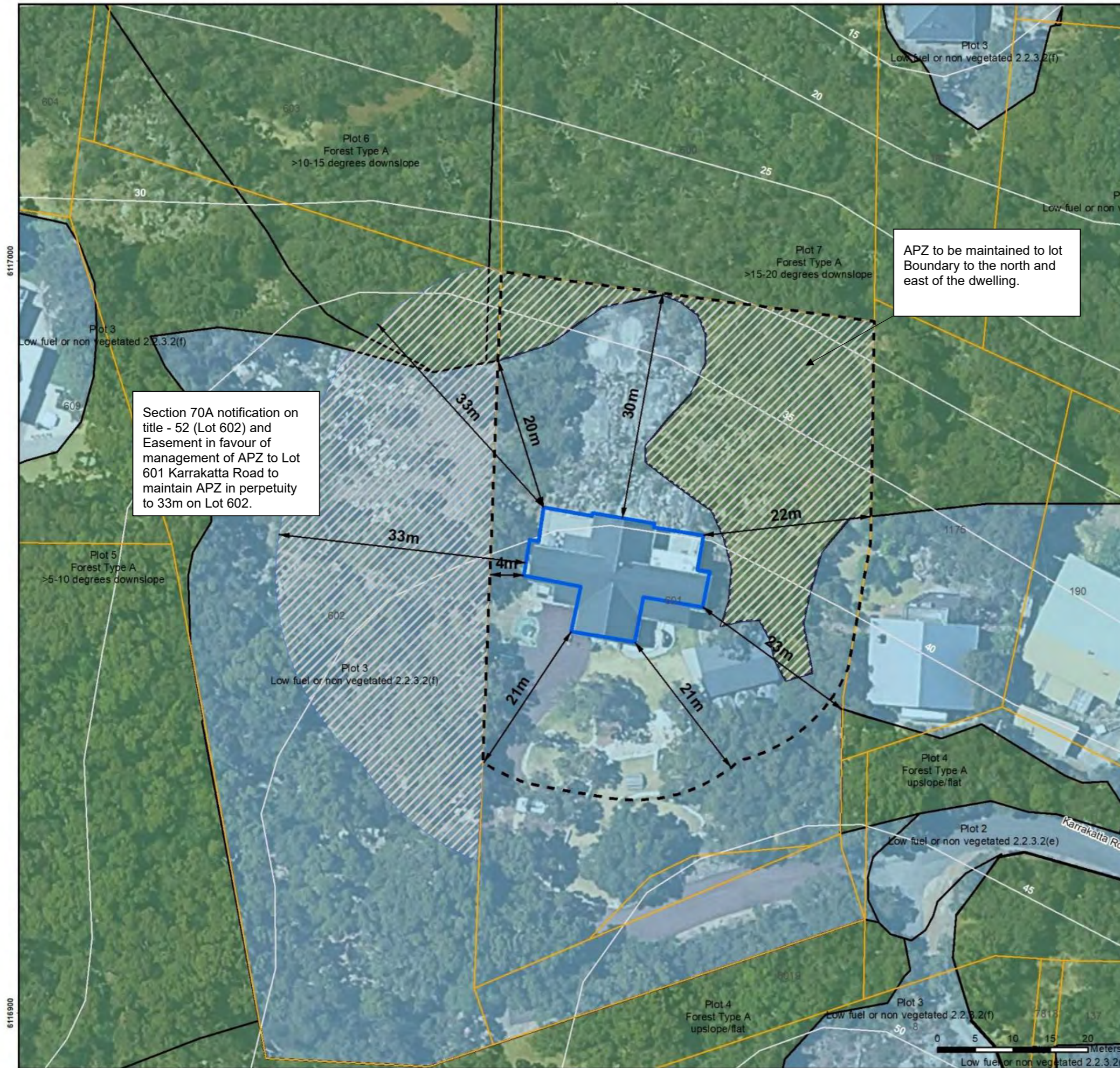


Table 4: Determined BAL with APZ wholly on subject site

Plot Number	Vegetation Classification	Effective Slope Degrees	Current Separation Distance (metres)	BAL
1	Excludable – Clause 2.2.3.2(a)	N/A	N/A	N/A
2	Excludable – Clause 2.2.3.2(e)	N/A	N/A	N/A
3	Excludable – Clause 2.2.3.2(f)	N/A	N/A	N/A
4	Class A - Forest	Upslope/Flat	23m	BAL-29
5	Class A - Forest	D/S >5-10°	4m (western boundary) 23m (eastern boundary)	BAL-FZ
6	Class A - Forest	D/S >10-15°	20m	BAL-FZ
7	Class A - Forest	D/S >15-20°	22m (eastern boundary) 30m (northern boundary)	BAL-FZ
8	Class D Scrub	Upslope/Flat	97m	BAL-12.5
9	Class D Scrub	D/S >5-10°	65m	BAL-12.5

Table 5: Determined BAL with APZ on neighbouring property (lot 602)

Plot Number	Vegetation Classification	Effective Slope Degrees	Current Separation Distance (metres)	BAL
1	Excludable – Clause 2.2.3.2(a)	N/A	N/A	N/A
2	Excludable – Clause 2.2.3.2(e)	N/A	N/A	N/A
3	Excludable – Clause 2.2.3.2(f)	N/A	N/A	N/A
4	Class A - Forest	Upslope/Flat	23m	BAL-29
5	Class A - Forest	D/S >5-10°	33m (western) 33m (eastern boundary)	BAL-29
6	Class A - Forest	D/S >10-15°	33m	BAL-40
7	Class A - Forest	D/S >15-20°	22m (eastern boundary) 30m (northern boundary)	BAL-FZ
8	Class D Scrub	Upslope/Flat	97m	BAL-12.5
9	Class D Scrub	D/S >5-10°	65m	BAL-12.5



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Esperance, WA 6450
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BPAD
Bushfire
Planning & Design
Accredited Practitioner
Level 2

**BIO
DIVERSE
SOLUTIONS**

Overview Map Scale 1:100,000

Legend

- Subject Site
- Cadastre
- 5m Contours
- APZ Separation Distance
- Onsite APZ
- Future Fuel Reduction
- Vegetation/Plot Boundary

Vegetation

- Forest Type A
- Low fuel or non vegetated 2.2.3.2

Scale 1:500 @ A3 GDA MGA 94 Zone 50

Data Sources
Aerial Imagery: WAnow, Landgate Subscription Imagery
Cadastre, Relief Contours and Roads: Landgate 2017
IRIS Road Network: Main Roads Western Australia 2017
Overview Map: World Topographic map service, ESRI 2012

CLIENT
Emily Fergie
Lot 601 (No. 56) Karrakatta Road
Goode Beach, WA 6330

Figure 5 Works Program Map

BAL Assessor JRB & KPK	QA Check ED	Drawn by GSK
STATUS FINAL	FILE BAL0133-003	DATE 11/09/2023

4 Identification of Bushfire Hazard Issues

4.1 Bushfire Hazard Level

The identified bushfire risks associated with the subject site is the classifiable vegetation (AS3959) to the north, east, south and west of the subject site. These areas are located in private property and present as predominantly Forest Type A and Scrub Type D which are defined as an Extreme Bushfire Hazard Level (BHL). Under hot, dry and unstable conditions (Extreme to Catastrophic bushfire weather) the subject site is most at risk from bushfire from these directions.

The subject lot is located in a special residential zone (SR1) and is greater than 4000m² which under the current CoA FMN does not require lots to be fuel reduced to <2t/ha or less. SR1 zones are only required to maintain an APZ to 20m around existing buildings. It is noted that if the CoA applied the current FMN the existing building would still be subject to a BAL rating of BAL-FZ. The management of offsite vegetation to the north is outside of the control of the owner and therefore is not deemed achievable in this development proposal. The vegetation to the north is also subject to extreme slopes and modification to this vegetation may not be achievable due to environmental impacts.

Once the proposed APZ to the lot boundary is implemented on site (as per the Works Program Figure 5), the existing building will still be subject to a BAL rating of BAL-FZ. This is due to the offsite vegetation management required to the north and east of the subject site in Plot 7 (D/S >15-20 degrees, see Table 5). A 33m APZ can be achieved to the north west and west resulting an APZ to BAL-29 and BAL-40 to (See Table 5) with agreement of the owner through an easement (Lot 602 Karrakatta Road). The proposed APZ will be maintained in a low fuel state as per the WAPC Asset Protection Zone (APZ) Standards, Schedule 1 (refer to Appendix C and Appendix 3 of the BAL Assessment Report) meeting the bushfire protection criteria. Due to not being able to meet the acceptable solutions in the bushfire protection criteria, the client has adopted strategies to address the bushfire risk to the proposed land use of Holiday Accommodation, these strategies include:

- Upgrade the existing dwelling to provide for improved ember protection by enclosing all openings (excluding roof tile spaces) or covering openings with a non-corrosive metal screen mesh with a maximum aperture of 2mm. Where applicable, this includes any subfloor areas, openable windows, vents, weep holes and eaves. External doors are to be fitted with draft excluders;
- Applying CFA landscaping for bushfire principles in the APZ area and consultation with the appointed gardener regarding ongoing management and planting in the property. The site gardener is to oversee APZ works (monthly) and application of APZ to the WAPC guidelines (See Schedule 1 standards Appendix C) on the subject lot, see Works Program Mapping Figure 5 and Section 5.2.1 maintenance schedule;
- Provide for an additional strategic water supply (in addition to the existing supplied reticulated connection);
- A BEEP which includes risk mitigation strategies such as site closures on Extreme and Catastrophic Fire Danger Rating (FDR) days;
- A site manager appointed to oversee the property and liaise with prospective visitors; and
- An appointed bushfire practitioner in the BEEP to assist with updates, consistency of the BEEP and any questions the client or site manager may have about bushfire management or evacuation.

With the implementation of the above strategies by the landowner, the bushfire risk is reduced to visitors and the property itself. With the implementation of the BEEP, the people frequenting the building will be informed of the bushfire risks and have a comprehensive plan to follow in the event of a bushfire in the area. Additional information to guide the homeowner during implementation phases is supplied in Section 5.2 of this report.

4.2 Landscape Risk

Analysis of the vegetation types and corresponding bushfire fuels (to AS3959-2018) outlines the continuous landscape fuels for bushfire are from the west, southwest, north and northwest of the subject site (Figure 6). To the northeast, east, south and southeast is the residential zone of Goode Beach and the Southern Ocean (east). As outlined above, the subject lot is residential zoning with reticulated water and has a defined road network. The owner has little control over the bushfire risk as their lot and suburb has been developed under previous planning approvals. The enacting BEEP (Appendix D) outlines evacuation measures associated with 5km and 10km zones. These zones trigger a response by the site manager and the owners to ensure that personnel are evacuated early and well ahead of any bushfire.

In terms of the bushfire risk, BAL and AS3959 is calculated on an FDR of 80 in WA. In catastrophic conditions (>100 FDR) the greater area along the Torndirrup Peninsula (Big Grove, Little Grove and Goode Beach) should always be evacuated early and ahead of any bushfire



risks as there is only one access in and out of the peninsula. This is commensurate with the directions of emergency services. It is noted that if the approving agency for this proposed holiday accommodation is to apply the precautionary principle, then the other bushfire mitigation measures as outlined in this BMP should be considered which have been designed to address the risk of the location of the buildings (i.e. appointed manager, appointed site gardener, site closures in extreme and catastrophic FDR, retrofitting for ember protection, access, water and measures to protect their property as outlined in Section 5.2 of this document and in line with WAPC guidelines).

4.3 Access

Currently the subject site is accessed via Karrakatta Road, which is accessed from La Perouse/Frenchman Bay Road which only provides access in one direction to Albany from Goode Beach. The Goode Beach area is part of a long dead-end road network extending from Albany City centre, ending in the Goode Beach locality. Karrakatta Road is also a cul-de-sac road although there are proposals before the CoA to link the road network strategically to La Perouse Court (BDS, 2020). Karrakatta Road exceeds the maximum length for a cul-de-sac road of 200m, this is deemed a legacy issue with the lot being created prior to the enacting of the bushfire provisions under previous planning approvals process. Additionally, there may be an opportunity for local community safer locations in the future as mentioned in the Bushfire Resilience in the Great Southern Region (BRIGS) reports for the Goode Beach Precinct (Kinnear and Panickar, 2020). Also refer to Section 4.8 Legacy Provisions.

The ability to achieve access to two different destinations for this proposal is limited by the pre-existing land use and the overall existing (legacy) road network. Improved access for the greater Goode Beach and Little Grove areas is difficult and unlikely, due to these areas being located on a very long peninsula. No new public roads will be constructed as part of this proposal and the existing public road network is constructed to the required standards, although possibly not maintained by CoA to vertical and horizontal clearance standards as defined in the WAPC guidelines (WAPC, 2021). This is outside of the control of the landowner.

4.4 Water Supply

A reticulated water supply is currently available to the subject site and specification of the relevant water authority (Water Corporation (WC) (2016) *Design standards DS63-01, Water Reticulation Standard*) can be met. The current hydrant is located within 50m of the site (see Spatial representation - Figure 6). To assist with strategic structural and bushfire reload, a 10,000L standalone tank for firefighting requirements shall be voluntarily installed and located adjacent to the front driveway access. The technical requirements established by the Guidelines for water will be met. See further information to guide the homeowner in Section 5.2.3 of this report.




Landscape bushfire run into site from the north, northwest, west and southwest


Albany Office:
29 Hercules Crescent
Albany, WA 6330
(08) 9642 1575

Denmark Office:
7/40 South Coast Highway
Denmark, WA 6333
(08) 9448 1309


Esperance Office:
2A/113 Dempster Street
Esperance, WA 6450
(08) 9072 1382



BPAD
Bushfire
Planning & Design
Accredited Practitioner
Level 2




**BIO
DIVERSE
SOLUTIONS**



Overview Map Scale 1:100,000

Legend

- Subject Site
- Evacuation Route
- Driveway Distance
- Distance to 2-way Road
- W Water Point

 Scale
1:3,000 @ A3
GDA MGA 94 Zone 50

Data Sources
Aerial Imagery: WA Now, Landgate Subscription Imagery
Cadastral, Relief Contours and Roads: Landgate 2017
IRIS Road Network: Main Roads Western Australia 2017
Overview Map: World Topographic map service, ESRI 2012

CLIENT
Emily Fergie
Lot 601 (No. 56) Karrakatta Road
Goode Beach, WA 6330

Figure 6: Spatial representation of the bushfire management strategies

BAL Assessor JRB & KPK	QA/QC Check JRB	Drawn by GSK
STATUS FINAL	FILE BAL0133-003	DATE 12/07/2023

4.5 Assessment to SPP 3.7 - 6.7.1 Minor development in areas where BAL-40 or BAL-FZ applies

SPP 3.7 provides a definition of minor development. Minor development is outlined in SPP 3.7 as:

“Applications in residential built out areas at a scale which may not require full compliance with the relevant policy measures. Classes of development considered under this definition, with the exclusion of applications for unavoidable development, are:

- *A single house on an existing lot 1,100m² or greater;*
- *An ancillary dwelling on a lot 1,100m² or greater, and*
- *Change to a vulnerable land use in an existing residential area.*

(WAPC, 2015)

SPP 3.7 does not provide a definition of a built-out area. To meet the policy, the proposal meets the criteria as outlined in Section 6.7.1 of SPP 3.7, whereby the policy outlines minor development can occur with a statement against 4 criteria, refer to Table 6 below:

Table 6: SPP 3.7 Section 6.7.1 statement to criteria (WAPC, 2015)

Element	Statement
(a) Where full compliance of 6.5(c) cannot be achieved within the boundary of the development site, evidence must be provided demonstrating to the fullest extent possible how the bushfire protection criteria have been addressed and provide justification for those criteria that have not been met.	The subject site is currently subject to a BAL rating of BAL-FZ. The APZ is to be fully established within the lot boundary however cannot meet a lower BAL allocation on the existing house due to offsite vegetation, sheer slopes of the existing suburb and the overgrown nature of the adjacent lots. The legacy provisions of the guidelines are to be applied and additional bushfire mitigation measures are employed by the client to address the inherent bushfire risk and the criteria that cannot be met. See Section 4.7 and elements to guide the homeowner in Section 5.2 of this report (Strategic water, voluntary retrofit, BEEP, etc).
(b) Ensure that the bushfire hazard level is not increased and/or the ability to manage bushfire related hazards on adjoining lands are not otherwise adversely affected.	The proposed development does not increase the bushfire hazard level, no construction is proposed and the owner is reducing the BHL by applying WAPC APZ standards to their property. See Works Program Mapping Figure 5.
(c) Ensure that the siting of the buildings within the boundary of the development site has been optimised to reduce the bushfire impact.	The building is already sited and approved through previous enacting planning provisions. This is a legacy to previous planning approvals, see legacy provisions Section 4.9.
(d) Give holistic consideration to existing emergency services in the area, existing road networks, water provision, existing places that could function as emergency evacuation centres in a bushfire event, the surrounding landscape, issues that may arise in the course of a bushfire both during and post event, and any other contextual issues relevant to the application of bushfire risk management measures.	The subject site can be accessed within 5-10 minute (depending on personnel availability) from the Goode Beach Voluntary fire services (located to the south of the subject site 400m) on Austin Road. Reticulated water is provided to the subject site and strategic standalone strategic water is also recommended. Whaleworld to the east of Goode Beach precinct has been identified as a possible “Last resort refuge area” with further review and consultation. This was recommended in the Bushfire Resilience in the Great Southern (BRIGS) Project, (Kinneer and Panickar, 2020) (see Appendix F). The BRIGS report outlined that reticulated water would not likely be available in a bushfire and post event and therefore the client is placing strategic water on site. BRIGS also outlined Karrakatta Road as an important evacuation route and recommend the trimming and maintenance of vegetation along the route to assist timely evacuation and provide safer road reserves for bushfire mitigation works during a bushfire. These broader bushfire issues still apply pre and post a bushfire event. This development application does not affect the greater area bushfire risk or context of a bushfire event.

In consideration to SPP 3.7 and the elements of 6.7.1 of the policy, this is a pathway for compliance of this planning approval, meeting all of the above statements with evidence supplied in this BMP report and implementation of the recommendations in this BMP, see Table 12 Section 6.

4.6 Assessment to Minor Development (WAPC Guidelines)

In the current and endorsed WAPC *Planning in bushfire prone areas guidelines* (WAPC 2021), Minor Development is referred to as:

“...development in a predominantly residential built out area that may or may not have been subject to consideration of bushfire threat in the past, and for which compliance with SPP 3.7 cannot be achieved” (WAPC, 2021).

The subject site is within the special residential (SR1) zoned areas and is a change to a vulnerable land use adjacent to an existing residential area. Goode Beach residential zone has urban style streets (similar to Little Grove, Bayonet Head and other suburbs of Albany) and access to a reticulated water source. The definition of a *residential built out area* in the current endorsed WAPC guidelines (WAPC, 2021) is defined as:



"A locality serviced with reticulated water and is within or contiguous with an urban area or town (or similar), which incorporates a suitable destination".

A "suitable destination" is not defined in the WAPC guidelines definitions however is noted under section 5.5.3.1.2 of the WAPC guidelines that *"(an evacuation plan) should identify a suitable destination that will provide somewhere to evacuate to in the event of a bushfire, that is not bushfire prone, or is greater than 100 metres from classified vegetation."*

Any development subject to an allocation to BAL-FZ or BAL-40 in the Goode Beach suburb is deemed not able to meet the criteria of "Minor Development" in a "residential built out area" (as currently defined by SPP 3.7 and the WAPC current and endorsed guidelines) as there is no "**suitable destination**" defined in the existing Goode Beach area. This is a legacy to the previous development and approval of the suburb of Goode Beach.

The proposal cannot be assessed or complaint to "Minor development" under the current definitions of the WAPC guidelines. It is noted that whilst it cannot technically meet minor development, it can be classified as such due to the legacy issues outlined in Section 4.9.

4.7 City of Albany Fire Management Notice compliance issues

As Section 4.1 of this report outlines, the subject lot cannot achieve an APZ area to BAL-29 within the boundary of their lot, and is subject to BAL-FZ due to offsite impacts from the adjacent residential lots to the north and north west. This is due to the fact that the adjacent special residential lots in the north and north west are also special residential lots and do not require to have low fuel conditions in accordance with the current gazetted s33 Fire Management Notice (FMN) as gazetted under the *Bushfires Act 1954*. Currently all lots <4000m² zoned residential (located to the east of the subject site) are to have the following mitigation measures applied under the CoA 2022/23 FMN:

The following mitigation requirements apply to vacant and developed land with an area of 4,000m² or less.

- *Asset Protection Zone conditions (see definition in FMN, Appendix E of this report).*
- *Fine fuel load (see definitions) is to be reduced and maintained to an average of no more than two tonnes per hectare across the whole property.*
- *Install hazard specific fire break.*

Lots zoned special residential conditions may include (but are not limited to):

- *Additional Asset Protection Zone (APZ) requirements.*
- *Compliant access to dwellings.*
- *Permanent water supply.*
- *Maintenance of Strategic Fire Access Routes.*
- *Vegetation protection. (may not apply to clearing for APZ installation, refer APZ section of this notice)*

(CoA, 2022/23)

The client has endeavoured to manage the bushfire risk on their property and has engaged a gardener to (monthly) undertake slashing, mowing and pruning maintenance of their property. Given there are many lots in the Goode Beach area which are non-compliant to the Fire Management Notice, BAL-FZ and BAL-40 allocation to the existing buildings in the precinct will prevail until a concerted effort by the landowners to comply and the City to enforce the notice.

Compliance to the CoA current Fire Management Notice by the landowner can be achieved within the lot. Information to guide the homeowner during implementation phases is provided in Section 5.2 of this report.

4.8 Precautionary principle

The decision maker has the ability to apply the Precautionary Principle to development and planning applications. The precautionary principle is utilised on scaled measure assessing the risk to people, property and infrastructure. As outlined previously there is no "destination" for the existing Goode Beach residents. This proposal for holiday accommodation *does not propose to increase* the visitation to the area and is utilising the existing building which was built prior to the enacting provisions of SPP 3.7 for the same amount of people to be present on site. In acknowledging the unfamiliarity tourism accommodation by the future patrons, the BMP aims to (commensurate with the size and scale of the development) ensure that the clients visiting the site are well aware of the bushfire risks and site closures are enacted to ensure the risk of bushfire is averted by future patrons. The proponent seeks to apply this provision with additional bushfire mitigation measures to ensure safety for all personnel utilising the site. All vegetation clearing is in relation to compliance to the s33 Notice for the property as per the CoA Fire Management Notice requirements.



The landowner has demonstrated through the commission of this BMP report and its recommendations, that the relevant policy measures of SPP 3.7 can be applied.

4.9 Legacy provisions

The subject site was built in the early 2000's through the planning, development and building legislation applicable at the time. The development proposal is not increasing the visitation to the site (that can be provided for under the current planning approval of residential land use) and proposes a number of measures to increase the visitor safety to the dwelling. In the current and endorsed WAPC Guidelines, the legacy provisions (as per Section 2.7 of the WAPC guidelines) and discretionary decision making can be enacted for existing lots and/or existing habitable buildings created prior to SPP 3.7. Given the site is located in an existing residential zone, but does not meet the *current* definition of a "built out area" as defined by the guidelines, the proponent seeks to apply this provision with additional bushfire mitigation measures to ensure safety for all personnel utilising the site. An assessment to legacy provisions is provided in Table 7.

Table 7: Legacy provisions WAPC Guidelines (WAPC, 2021)

Element	Statement to provisions	
Identifies the non-compliance with the bushfire protection criteria.	Compliance with the bushfire protection criteria cannot be met due to the previous planning approvals over the establishment of the suburb and the building approval in the current location. The existing dwelling is in BAL-FZ and cannot achieve BAL-29 without off-site vegetation modification in adjacent lots and the road reserve, which is outside of the control of the owner. Contributing to the legacy issue is the siting of Goode Beach suburb being on a peninsula which has one way in and one way out and cannot achieve access in multiple directions. To address the non-compliance a series of measures as evidenced in this BMP report to increase the protection of life and property is proposed refer to statement following Table 6.	
Addresses the bushfire protection criteria to the greatest extent possible.	The proposed development addresses the bushfire protection criteria as much as possible and within the scope of the provisions and has identified a performance-based compliance meeting the intent of the guidelines. This is demonstrated through the application of ember protection to the building, application of site closures through the BEEP (extreme and catastrophic FDR), and additional strategic water supply.	
Details how the design considers bushfire risk management and where additional bushfire mitigation measures have been included to minimise the risk.	There is no new design for the house, the retrofit of the house for ember protection is proposed by the client to include upgrading the existing dwelling to provide for improved ember protection by enclosing all openings (excluding roof tile spaces) or covering openings with a non-corrosive metal screen mesh with a maximum aperture of 2mm. Where applicable, this includes any subfloor areas, openable windows, vents, weep holes and eaves. External doors are to be fitted with draft excluders.	
Outlines how the objectives of SPP 3.7 have been achieved:	5.1: Avoid any increase in the threat of bushfire to people, property and infrastructure. The preservation of life and the management of bushfire impact are paramount.	There is no increase in the threat of bushfire from this development proposal, the building is existing and by applying APZ standards, ember protection to the building, additional strategic water supply and evacuation early by site closures is meeting the objectives of SPP 3.7 in the highest degree possible by ensuring that through following this BMP recommendations that there is avoidance in the threat of bushfire to people property and infrastructure
	5.2 Reduce vulnerability to bushfire through the identification and consideration of bushfire risks in decision-making at all stages of the planning and development process.	The recommendations in this BMP and BEEP achieve an appropriate balance of bushfire risk commensurate with the size and scale of the proposal. There is no net increase of people to the site, however does introduce people who are unfamiliar with their surroundings (tourism accommodation). The people frequenting the building will be much more informed than the adjacent residential lots of the bushfire risks and have a comprehensive plan (BEEP) to follow in the event of a bushfire in the area.
	5.3 Ensure that higher order strategic planning documents, strategic planning proposals, subdivision and development applications take into account bushfire protection requirements and include specified bushfire protection measures.	The BMP takes into account the bushfire protection measures by either aligning to the acceptable solutions or providing a performance-based assessment to meet the intent of the bushfire protection criteria. Refer to evidence provided in Section 5.1 of this report. With the implementation of the Performance Solution, the development will not increase the threat of bushfire to people, property or infrastructure via: <ul style="list-style-type: none"> • The vulnerability of the development to bushfire will be reduced through identification and consideration of risks and application of the Performance Solution. • The development has taken into account bushfire protection requirements and has included bushfire protection measures as specified in the Performance Solution. • The development has provided for an appropriate balance of bushfire risk management measures and vegetation management commensurate with the size and scale of the proposed development.



Table 7 cont.

Element	Statement to provisions	
<p>Outlines how the objectives of SPP 3.7 have been achieved: Cont.</p>	<p>5.4 Achieves an appropriate balance between bushfire risk management measures and, biodiversity conservation values, environmental protection and biodiversity management and landscape amenity, with consideration of the potential impacts of climate change.</p>	<p>The proposed development is meeting the objectives of SPP 3.7 in the highest degree possible by ensuring that through following this BMP recommendations that there is avoidance in the threat of bushfire to people property and infrastructure. There is no additional impact to biodiversity or surrounding vegetation, which would not be required under S33 of the Bushfires Act applicable to the property. The building is unable to be assessed as any rating lower than BAL-FZ and the client has applied measures to increase the bushfire protection (APZ, ember protection, strategic water and BEEP application). These strategies will assist in mitigating the increased risk of bushfire from extreme climatic events. The recommendations in this BMP and BEEP achieve an appropriate balance of bushfire risk commensurate with the size and scale of the proposal. The people frequenting the building will be much more informed than the adjacent residential lots of the bushfire risks and have a comprehensive plan to follow in the event of a bushfire in the area.</p>
<p>Outlines why discretion is warranted by the decisionmaker in this instance.</p>	<p>The BMP report outlines why discretionary decision making is requested. The development proposal meets the provisions within as outlined in Section 6.7.1 of SPP 3.7 policy. The development proposal of holiday accommodation cannot currently fit the WAPC endorsed guidelines for Minor development in BAL-FZ or BAL-40 due to there being no current “destination” for Goode Beach suburb. The pathway suggested for approval is through the approval of this BMP report which enforces the recommendations of the BMP through the implementation table (Table 10). This can be conditioned at the planning approval by CoA. The proposal meets the criteria as outlined in Section 6.7.1 of SPP 3.7, whereby the policy outlines minor development can occur with a statement against 4 criteria, see Table 6.</p>	

Due to non-compliance with the bushfire protection criteria (see Section 5.1, Table 7), the measures to address the legacy provisions is to be applied to address the extreme bushfire risk, these include:

1. Preparation of a comprehensive Bushfire Emergency Evacuation plan. The evacuation of the site and site closures on “Extreme” and “Catastrophic” FDR days as part of the ongoing management of the site due to the fact that Goode Beach is along a “dead end” road and there is not a suitable “destination” in the Goode Beach residential zone.
2. There are managers appointed for the proposal which reside in Albany ensuring they are across the weather conditions and site conditions and have been appointed duties according to the Bushfire Emergency Evacuation Plan (see Appendix D). The appointment of local managers will improve the opportunity to implement the evacuation procedures in the event of an emergency situation.
3. The development proposal building is not built to AS3959 (circa 2000s) and therefore on-site sheltering for a bushfire is not recommended. The owner is voluntarily retro-fitting for ember protection acknowledging the extreme bushfire risk and that Goode Beach area is restricted in access and has extreme bushfire risks.
4. The application of the legacy provisions which recognises that the building already exists and has a maximum occupancy of 10 people for the holiday accommodation proposal and similarly is restricted to that of the residential occupancy with no more occupants on site other than normally allowed for as a residential building.
5. The people frequenting the building will be much more informed than the adjacent residential lots of the bushfire risks and have a comprehensive plan to follow in the event of a bushfire in the area.

Section 5.2 of this report “Other Bushfire Mitigation Measures” outlines the mitigation measures that the client has endorsed and will be managing the property to address the site bushfire risks.

The landowner has demonstrated through the commission of this BMP report and its recommendations, that the legacy provisions apply to this planning proposal.

4.10 Greater access legacy issues – Goode Beach

All access to and from the site and for the Goode Beach community is currently through Vancouver Road, the one-way access is the result of a legacy development issues on the broader Torndirrup Peninsula. There were recommendations put forward through the Bushfire Resilience in the Great Southern (BRIGS) (Kinnear and Panickar, 2020) report to improve access and egress issues in the event of a bushfire emergency these recommendations were put forward in Table 3 [of the Goode Beach Precinct report] (Kinnear and Panickar, 2020) as a hierarchy of application of works on CoA managed road reserves & crown reserves. Refer to BRIGS information Appendix F.



The BRIGS Goode Beach report highlighted opportunities for:

- Emergency Access Routes (EAR);
- Fuel reduction on primary access routes;
- Removing one- way accesses (cul-de-sacs) EAW;
- Extend Fire Service Access (FSA) networks; and
- Future public road network.

Access back to the Albany townsite is via Vancouver Road currently this is the only route to and from the broader Goode Beach precinct however this access maybe compromised on a west, south-westerly or north easterly bushfire run (closer to Little Grove). Intense bushfires can arise from unstable atmospheric conditions (unstable atmospheres in the South Coast are produced by mid-level disturbances in the interior of the SW of WA) giving rise to hot, dry, and unstable conditions (Extreme to Catastrophic bushfire weather) and generally produce wind from the northeast, north and northwest.

Ideally, there would be an alternative point of refuge located within the residential area of Goode Beach as a “Safer place” or “Place of Last Resort” in the event of the single access being cut off along the peninsula to the existing residents of Goode Beach.

The BRIGS references are provided by way of background information to the decision maker only. The landowner recommends to the CoA that some of the recommendations in the BRIGS report will assist in achieving better bushfire protection to the whole of community in Goode Beach.



5 Assessment against the Bushfire Protection Criteria

5.1 Compliance Table

The Guidelines for Planning in Bushfire Prone Areas (WAPC, 2021) outlines bushfire protection criteria which subdivision and development proposals are assessed for compliance. The bushfire protection criteria (Appendix 4; WAPC, 2021) are performance-based criteria utilised to assess bushfire risk management measures, being Element 5: Vulnerable Tourism Land Uses.

The proposed development has been assessed to the “Acceptable Solutions” of each element of the bushfire mitigation measures (WAPC, 2021). The proposal has been assessed against all elements of the bushfire protection criteria: Bed and Breakfast and Holiday House – where the development is outside a residential built out area. The development proposal was assessed to the bushfire protection criteria and it has been found non-compliant to those provisions in regards to Siting and design (5.4a) and Access (5.5a and 5.5b). See Table 8.

A performance-based assessment is provided where non-compliance occurs to the acceptable solutions. Refer to Section 5.1.1 and 5.1.2.



Table 8: Bushfire protection criteria applicable to the subject site: Bed and Breakfast and Holiday House – where the development is not within a residential built out area.

Element	Acceptable Solution	Applicable or not Yes/No	Proposal meets Acceptable Solution
Element 5.4 – Siting and Design	A5.4a	Yes	<p>Non-Compliant.</p> <p>The building is currently subject to a BAL rating of BAL-FZ. The APZ is to be fully established within the lot boundary however cannot meet a lower BAL allocation on the existing house due to offsite vegetation. The landowners will have the responsibility of maintaining APZ in a low threat state, see Schedule 1 - WAPC Asset Protection Zone (APZ) standards to apply, presented in Appendix 3 of the BAL assessment report.</p> <p>Proposal does not meet Acceptable Solution A5.4a.</p>
Element 5.5 – Vehicular Access	A5.5a	Yes	<p>Non-Compliant.</p> <p>The Little Grove / Torndirrup area is part of a long dead-end road network, ending in the Goode Beach locality. This exceeds the maximum length of 200m, noting the existing development design and location is a legacy issue. The ability to achieve access to two different destinations for this proposal is limited by the pre-existing land use and the overall existing road network design. Improved access for the greater Goode Beach area is difficult and unlikely, due to these areas being located on a peninsula.</p> <p>Proposal does not meet Acceptable Solution A5.5a.</p>
	A5.5b	Yes	<p>Non-Compliant.</p> <p>Karrakatta Road is a not a through road. This is a legacy to the previous planning approvals and the creation of the Goode Beach residential zone along a peninsula with one way in and one way out of the area.</p> <p>Proposal does not meet Acceptable Solution A5.5a.</p>
	A5.5c	No	<p>No Emergency Access Ways (EAW) are planned or utilised as part of this proposal. Not assessed to A5.5c.</p>
Element 5.5 – Vehicular Access cont.	A5.5d	Yes	<p>Compliant.</p> <p>No new public roads are planned as part of this proposal. The existing public roads are constructed to required standards established by the guidelines (Figure 8), with most public roads meeting the 6m horizontal and 4.5m vertical clearance, although overhang possibly not meeting this requirement is present on some verges (see Photo 6 Appendix A). CoA are currently managing the road reserves of the public road network.</p> <p>Proposal meets Acceptable Solution A5.5d.</p>
	A5.5e	Yes	<p>Compliant.</p> <p>The private driveway is less than 70m in length (46m measured).</p> <p>Proposal meets Acceptable Solution A5.5e</p>
	A5.5f	Yes	<p>Compliant</p> <p>Signage will be provided within the site (associated with the BEEP), advising of where each access route travels to, the distance to the destination and general information signs on what to do in the event of a bushfire.</p> <p>Proposal will meet Acceptable Solution A5.5f.</p>
Element 5.6 – Provision of Water	A5.6a	Yes	<p>Compliant</p> <p>A reticulated water supply is currently available to the subject site. The specification of the relevant water authority (Water Corporation (WC) (2016) Design standards DS63-01, Water Reticulation Standard) can be met.</p> <p>Proposal meets Acceptable Solution A5.6a.</p>
	A5.6b	No	<p>A reticulated water supply is currently available to the subject site.</p> <p>Not assessed to A5.6b.</p>

This development therefore seeks to apply a performance-based assessment, refer to Section 5.1.1 and 5.1.2.



5.1.1 Performance Solution – Element A5.4 Siting and design

Acceptable Solution A5.4 requires habitable buildings to be surrounded by an APZ that will provide the building with a maximum radiant heat flux of 29kW/m². Due to existing vegetation off site that cannot be lawfully managed by the owner/occupier of the subject site, the required APZ cannot be provided. As such a Performance Solution is provided.

Pursuant to Section 4.5.2.2 of the Guidelines:

To demonstrate compliance, the performance principle-based solution(s) must provide substantiated evidence and clearly demonstrate/document how the proposal, product, design or material can meet or exceed the intent and performance principle of the element, and more broadly, the objectives of the SPP 3.7.

The following submission requirements apply for all performance principle-based solution(s):

- *a statement of the extent to which the proposed principle-based solution(s) conforms with, or deviates from the acceptable solution(s);*
- *evidence including calculations and diagrams to support how the use of a material, form of construction or design achieves the performance principle(s); and*
- *verification methods such as a test, inspection, calculation or other method that determines whether a principle-based solution(s) complies with the relevant performance principle(s). All verification methods must be acceptable to the Department of Fire and Emergency Services.*

The Intent and Performance Principle of the element are outlined in the Table 9 below.

Table 9: Performance Solution A5.4 Siting and design

Intent	Performance Principle	Acceptable Solution
To provide bushfire protection for tourism land uses relevant to the characteristics of the occupants and/or the location, to preserve life and reduce the impact of bushfire on property and infrastructure.	Habitable buildings are sited and designed to: <ul style="list-style-type: none"> • minimise clearing of existing vegetation; and • provide hazard separation between classified vegetation and a development site, that is managed in perpetuity, to protect life, prevent the spread of, and manage the impacts of, fire. 	Every habitable building is surrounded by an Asset Protection Zone (APZ) in accordance with Element 2: Siting and Design of Development - A2.1 Asset Protection Zone.

To achieve appropriate siting and design, it is necessary to demonstrate that the performance solution can meet or exceed the performance principle and intent of the element. It is proposed to demonstrate this through substantiated evidence.

The Performance Solution proposed includes:

- Management of the entire development site as a APZ as outlined in the Guidelines;
- Section 70A notification on title, an easement for management of the APZ with the adjacent owner to the west (Lot 602 Karrakatta Road) to maintain APZ standards on property, see evidence Appendix C;
- Upgrade the existing dwelling to provide for improved ember protection by enclosing all openings (excluding roof tile spaces) or covering openings with a non-corrosive metal screen mesh with a maximum aperture of 2mm. Where applicable, this includes any subfloor areas, openable windows, vents, weep holes and eaves. External doors are to be fitted with draft excluders;
- Provide for a static water supply on site of 10,000L to provide for additional localised supply in addition to the existing reticulated water supply;
- The development will be closed on Extreme and Catastrophic Fire Danger Rating days; and
- A comprehensive Bushfire Emergency Evacuation plan is to be prepared for the operation of the development, which includes the provision of local managers for the site to ensure on-going management of the site and assistance with evacuation of occupants should that be necessary.

The proposed development is for a change of use of the existing dwelling to short stay accommodation. As the building is existing, it cannot be re-sited. As shown in Figure 4, the dwelling currently has little separation to existing classified vegetation on site. As part of this development (and Performance Solution), it is proposed to manage all of the vegetation on the development site (i.e., Plot 7 and plot 3) in order to provide hazard separation between the classified vegetation and the development (i.e. building). The vegetation on site is to be managed to an APZ standard as specified by the Guidelines thus minimising clearing of existing vegetation whilst still providing hazard

separation. The APZ to be provided can be managed in perpetuity and legally enforced through the conditions of the DA. The proposed Performance Solution therefore meets the requirements of the Performance Principle.

The proposed tourism use will provide for no additional occupants compared to the existing dwelling, however, it will involve occupants who are less familiar with the setting. In order to provide for protection from bushfire relevant to these characteristics, the Performance Solution will achieve the intent of Element 5 in the following ways in order to preserve life and to reduce the impact of bushfire on property and infrastructure:

- Occupants will not be present on site in Extreme and Catastrophic FDR days.
- Local managers will be available to assist with evacuation of the site should it be necessary.
- As part of the comprehensive Bushfire Emergency Evacuation Plan, the local managers will educate the occupants on the bushfire risk and measures to be undertaken in the event of a bushfire risk.
- The site will be always managed as an APZ in accordance with the requirements of the Guidelines.
- The existing dwelling will be upgraded to provide ember protection.
- Additional static water supply is to be provided to assist with property protection.

As a result of the Performance Solution, the development will be consistent with the objectives of SPP 3.7 in the following ways:

- With the implementation of the Performance Solution, the development will not increase the threat of bushfire to people, property or infrastructure.
- The vulnerability of the development to bushfire will be reduced through identification and consideration of risks and application of the Performance Solution.
- The development has taken into account bushfire protection requirements and has included bushfire protection measures as specified in the Performance Solution.
- The development has provided for an appropriate balance of bushfire risk management measures and vegetation management commensurate with the size and scale of the proposed development.

Therefore, the proposed performance solution is demonstrated to be consistent with both the intent and Performance Principle of the Element and the overall objectives of SPP3.7.

5.1.2 Performance Solution – Element A5.5

The Acceptable Solution for A5.5 Vehicular access comprises six (6) components, which is a combination of public road requirements, private driveway requirements and signage requirements.

As the private driveway is less than 70m in length, there are no specific driveway provisions required for the development (A5.5e). The development achieves the signage requirements (A5.5f). The proposed development does not achieve the Acceptable Solutions of A5.5a, A5.5b, A5.5c.

As such a Performance Solution is provided.

Pursuant to Section 4.5.2.2 of the Guidelines:

To demonstrate compliance, the performance principle-based solution(s) must provide substantiated evidence and clearly demonstrate/document how the proposal, product, design or material can meet or exceed the intent and performance principle of the element, and more broadly, the objectives of the SPP 3.7.

The following submission requirements apply for all performance principle-based solution(s):

- *a statement of the extent to which the proposed principle-based solution(s) conforms with, or deviates from the acceptable solution(s);*
- *evidence including calculations and diagrams to support how the use of a material, form of construction or design achieves the performance principle(s); and*
- *verification methods such as a test, inspection, calculation or other method that determines whether a principle-based solution(s) complies with the relevant performance principle(s). All verification methods must be acceptable to the Department of Fire and Emergency Services.*

The Intent and Performance Principle of the element are outlined in Table 10.

To achieve appropriate access, it is necessary to demonstrate that the performance solution can meet or exceed the performance principle and intent of the element. It is proposed to demonstrate this through substantiated evidence.

The subject site is located within a subdivision area that was created in 1971 and consequentially there is no ability to alter the public road network. The site is located on a dead-end road, approximately 370m west of the intersection of the nearest road (Narvik Street). The existing public road network appears to generally be compliant with Table 6 Column 1 of the Guidelines (refer to Figure 8). Goode Beach is an isolated suburb on the Torndirrup Peninsula. It is largely surrounded by vegetation that constitutes a bushfire hazard with no 'suitable destination' within the suburb. There is no physical ability for the local road network to be altered as part of this development in order to provide two separate directions of travel. Nor is there any ability to provide a 'suitable location' within the suburb as part of this development.

The Performance Solution proposed includes a comprehensive Bushfire Emergency Evacuation Plan which will be required to be enforced a condition of the DA and includes:

- Occupants will not be present on site in Extreme and Catastrophic FDR days.
- Local managers will be available to assist with evacuation of the site should it be necessary.
- The local managers will educate the occupants on the bushfire risk and measures to be undertaken in the event of a bushfire risk.
- The Bushfire Emergency Evacuation Plan provides for early evacuation of the site to the Albany Leisure and Aquatic Centre (suitable destination).

The performance solution provides for the avoidance of having unfamiliar people within the locality on Extreme and Catastrophic FDR days. The performance solution also provides for the early evacuation of occupants from the locality. These measures will ensure the development will not adversely impact upon the capacity of the existing road network as occupants will be ordinarily outside of the area prior to the emergency peak of the road network occurring. The existing road network is of a suitable standard to accommodate vehicles egressing the area and emergency services to access the area/site. The development is not expected to generate additional traffic compared to the existing use as a dwelling. The proposed Performance Solution therefore meets the requirements of the Performance Principle.

The proposed tourism use will provide for no additional occupants compared to the existing dwelling, however, it will involve occupants who are less familiar with the setting. In order to provide for protection from bushfire relevant to these characteristics, the Performance Solution will achieve the Intent of Element 5 in the following ways in order to preserve life and to reduce the impact of bushfire on property and infrastructure:

- Occupants will not be present on site in Extreme and Catastrophic FDR days.
- Local managers will be available to assist with evacuation of the site should it be necessary.
- As part of the comprehensive Bushfire Emergency Evacuation Plan, the local managers will educate the occupants on the bushfire risk and measures to be undertaken in the event of a bushfire risk.
- Early evacuation of the site will be undertaken to a 'suitable destination'.

As a result of the Performance Solution, the development will be consistent with the objectives of SPP 3.7 in the following ways:

- With the implementation of the Performance Solution, the development will not increase the threat of bushfire to people, property or infrastructure.
- The vulnerability of the development to bushfire will be reduced through identification and consideration of risks and application of the Performance Solution.
- The development has taken into account bushfire protection requirements and has included bushfire protection measures as specified in the Performance Solution.
- The development has provided for an appropriate balance of bushfire risk management measures and vegetation management commensurate with the size and scale of the proposed development.

Therefore, the proposed performance solution is demonstrated to be consistent with both the intent and Performance Principle of the Element and the overall objectives of SPP3.7.

Table 10: Performance Solution Element A5.5 Vehicular Access

Intent	Performance Principle	Acceptable Solution (s)
To provide bushfire protection for tourism land uses relevant to the characteristics of the occupants and/or the location, to preserve life and reduce the impact of bushfire on property and infrastructure.	The design and capacity of vehicular access and egress is to adequately provide for the occupants to evacuate to a suitable destination before a bushfire arrives to the site, whilst allowing emergency service personnel to attend the site.	<p>A5.5a Public road access is to be provided in two different directions to at least two different suitable destinations, except in the following circumstance:</p> <ul style="list-style-type: none"> Where it is demonstrated the public vehicular access provides access to a suitable destination, and leads away from the source of the hazard; and Where it is demonstrated that secondary access (including an emergency access way) cannot be achieved. <p>A5.5b All public roads to be through roads. No-through roads are not recommended, but if unavoidable, or they are existing, the following requirements apply:</p> <ul style="list-style-type: none"> No more than 200 metres in length, where the adjoining classified vegetation, excluding the road reserve, has an extreme BHL; or No more than 500 metres in length, where the adjoining classified vegetation, excluding the road reserve, has a moderate BHL; or No limitation, where the adjoining classified vegetation, excluding the road reserve, has a low BHL or is not identified as bushfire prone. <p>A5.5c Where it is demonstrated that A5.5a and A5.5b cannot be achieved, an emergency access way can be considered as an acceptable solution.</p> <p>An emergency access way is to meet all the following requirements:</p> <ul style="list-style-type: none"> Requirements in Table 6, Column 2; Provide a through connection to a public road; Be no more than 500 metres in length; and Must be signposted and if gated, gates must remain unlocked.

The minimum vehicle access standards apply to this development proposal are shown in Figure 7.

TECHNICAL REQUIREMENTS	1 Public roads	2 Emergency access way ¹	3 Fire service access route ¹	4 Bottle-axe and private driveways ²
Minimum trafficable surface (metres)	In accordance with A3.1	6	6	4
Minimum horizontal clearance (metres)	N/A	6	6	6
Minimum vertical clearance (metres)	4.5			
Minimum weight capacity (tonnes)	1.5			
Maximum grade unsealed road ³	As outlined in the IPWEA Subdivision Guidelines	1:10 (10%)		
Maximum grade sealed road ³		1:7 (14.3%)		
Maximum average grade sealed road		1:10 (10%)		
Minimum inner radius of road curves (metres)		8.5		
<p>Notes:</p> <p>¹ To have crossfalls between 3 and 6%.</p> <p>² Where driveways and bottle-axe legs are not required to comply with the widths in A3.5 or A3.6, they are to comply with the Residential Design Codes and Development Control Policy 2.2 Residential Subdivision.</p> <p>³ Dips must have no more than a 1 in 8 (12.5%/-7.1 degree) entry and exit angle.</p>				

Figure 7: Vehicle Access Technical Requirements.



5.2 Bushfire Mitigation Measures – homeowner information

The following section outlines additional advice to the homeowner to assist in mitigating the bushfire risk for the proposed development. This does not form part of the performance-based solution.

5.2.1 APZ Management

Ongoing APZ management by the landowner applies through mechanical slashing, hand trimming and mowing. This will be required to be undertaken regularly to ensure all internal areas/gardens on the site are maintained. Buildings are to be inspected regularly for build-up of wind-borne debris and leaf accumulation in gutters and at penetrations to buildings (doors, windows, etc). The landowner is to be responsible for implementation of the maintenance schedule to maintain bushfire preparedness. The maintenance schedule shall generally reflect the following actions, refer to Table 11.

Table 11: Maintenance schedule – landowners.

<i>Frequency</i>	<i>Activity</i>
Weekly (During fire season operations and prior to bushfire event) Also refer to Schedule 1, Appendix C and 3 of the BAL Assessment Report	Check building for wind borne debris build up and remove.
	Check gutters are free from vegetation or overhand.
	Trimming and removing dead plants or leaf litter.
	Pruning climbing vegetation (such as vines) on a trellis, to ensure it does not connect to a building, particularly near windows and doors.
	Removing vegetation in close proximity to a water tank to ensure it is not touching the sides of a tank.
	Check fire firefighting strategic water tanks are full and serviceable.
	Check outdoor objects around buildings (see list below).
	Raking and cleaning underfloor spaces (if applicable).
Monthly	Mowing, slashing and maintaining grasses, more frequent during spring and autumn growth periods.
	Whipper snipper/grass cutter around all buildings.
	Check no combustible materials are stored near buildings or penetrations of buildings (windows doors etc), includes but not limited to – gas bottles, fences stored combustible material, vines, plants etc.
	Check hardstand areas are clear and traversable. Check driveway has the minimum vertical and horizontal clearances as stated in Figure 8.
	Ensure weeds or woody material is not encroaching into the APZ area around buildings attend to any dead material through trimming and pruning, raking and removing to green waste.
	Any material from pre fire season preparation is either disposed to green waste or burn in piles away for the buildings with a 10m mineral earth break around the pile.

Prior to a bushfire event best practice recommends that objects within the APZ are moved away from the building prior to any bushfire event. Objects may include, but are not limited to:

- Door mats;
- Outdoor furniture;
- Potted plants;
- Shade sails or umbrellas;
- Plastic garbage bins;
- Firewood stacks;
- Flammable sculptures; and
- Playground equipment and children’s toys.

These should always be considered in the proximity to buildings and stored appropriately when not in attendance at site. Consider any replanting or landscaping refer to the Country Fire Authority’s Landscaping for Bushfire: Garden Design and Plant Selection (CFA, 2012) – Plant Selection Key or aim for plants within the APZ that have the following characteristics:

- Grow in a predicted structure, shape and height;
- Are open and loose branching with leaves that are thinly spread;
- Have a coarse texture and low surface-area-to-volume ratio;
- Will not drop large amounts of leaves or limbs, that require regular maintenance;
- Have wide, flat, and thick or succulent leaves;
- Trees that have bark attached tightly to their trunk or have smooth bark;
- Have low amounts of oils, waxes, and resins (which will often have a strong scent when crushed);
- Do not produce or hold large amounts of fine dead material in their crowns; and
- Will not become a weed in the area.

Also refer to WAPC Asset Protection Zone (APZ) Standards, Schedule 1 (Appendix 3 of the BAL Assessment Report).

5.2.2 Barrier Fencing

In November 2010, the Australian Bushfire CRC issued a "Fire Note" (Bushfire CRC, 2010), which outlined the potential for residential fencing systems to act as a barrier against radiant heat, burning debris and flame impingement during bushfire. The research aimed to observe, record, measure and compare the performance of commercial fencing of Colourbond steel and timber (treated softwood and hardwood).

The findings of the research found that:

".. Colourbond steel fencing panels do not ignite and contribute significant heat release during cone calorimeter exposure" (exposure to heat)

".. Colourbond steel (fencing) had the best performance as a non-combustible material. It maintained structural integrity as a heat barrier under all experimental exposure conditions, and it did not spread flame laterally and contribute to fire intensity during exposure"

It is also noted that non-combustible fences are recommended by WAPC (WAPC, 2021), through APZ standards: Fences and sheds within the APZ are constructed using non-combustible materials e.g., colourbond iron, brick, limestone, metal post and wire. The landowner will be encouraged to build Colourbond or non-combustible fences where applicable.

5.2.3 Strategic Water Sources for Bushfire

Strategic, standalone water sources for bushfire and structural fires is recommended within the site. An extreme bushfire event in the Goode Beach area will likely result in loss of water pressure and or supply. Strategic water is supplied for bushfire in addition to water required for drinking and domestic water purposes. A strategic water source of a minimum of 10,000L will be voluntarily installed by the client, the following standards apply to strategic water as per Schedule 2 of the WAPC guidelines (WAPC, 2021):

Above ground tanks: should be constructed of a non-combustible material, and may need to comply with AS/NZ 35001:2018. Fittings for above ground tanks are to be in accordance with the following standards:\

- Commercial land uses: 125mm Storz fitting; or
- Strategic water tanks: 50mm or 100mm male camlock coupling with full flow valve; and
- Combined water tanks: 50mm male camlock coupling with full flow valve or a domestic fitting, being a standard house hold tap that enables an occupant to access the water supply with domestic hoses or buckets for extinguishing minor fire.

Below ground tanks: Should have a 200mm dia access hole to allow tankers or emergency service vehicles to refill direct from the tank with the outlet clearly marked on the top. The tank may need to comply with AS/NZ 35001:2018.

Tank outlets: Where an outlet is provided for an emergency service then an unobstructed, hardened surface is to be provided within 4m of the water supply. Refer to Figure 8 below outlining the location of a tank to a hardstand area.

Pipe fittings: All above-ground; exposed water supply pipes and fittings should be metal. Fittings should be located away from the source of the bushfire attack.

Water tank location: Tanks are to be located with a consideration to surrounding vegetation and should avoid locations where the tanks is situated near or under vegetation or where vegetation might grow or overhang the tank. Refer to Figure 8 below.



Figure 8: A good and a bad example of landscaping around a water tank and relation to hardstand areas (WAPC, 2021).

5.2.4 Evaporative Air Conditioners

Evaporative air conditioning units can catch fire as a result of embers from bushfires entering the unit. These embers can then spread quickly through the home causing rapid destruction. It can be difficult for fire-fighters to put out a fire in the roof spaces of homes.

It is also recommended that the Proponent:

- Ensure that suitable external ember screens are placed on roof top mounted evaporative air conditioners compliant with AS3959-2018 (current and endorsed standards) and that the screens are checked annually; and
- Maintain evaporative air conditioners regularly as per DFES recommendations, refer to the DFES website for further details: <http://www.dfes.wa.gov.au>

5.2.5 Bushfire Emergency Evacuation Plan

Evacuation information has been provided in support of this proposal in the form of a Bushfire Emergency Evacuation Plan (BEEP). The evacuation information in Appendix D of this report contains specific consideration for the management of occupants during a bushfire emergency and can be removed to form a stand-alone document. The evacuation plan relies on site closures to avoid extreme and catastrophic bushfire risk periods (FDR) and for early offsite evacuation. The BEEP has been prepared by a Level 2 accredited bushfire practitioner pertinent to the size and scale of the proposed development and has been peer reviewed by an accredited BPAD level 3 bushfire practitioner, see peer review letter (Appendix B).

Further information regarding bushfire evacuation and preparedness can be found at the websites below, the DFES Emergency home page is shown in Figure 9, information on the DFES FDR ratings and warning systems are shown in Figure 10.

The BEEP should be reviewed annually and updated as there are changes to emergency procedures or identification of safer places/destination in the Goode Beach residential zone. The appointed bushfire consultant should be regularly consulted by the owners, fire warden and site managers to assist in the implementation of the BEEP.

Any updates to emergency management procedures and standards for bushfire preparedness and safety can be accessed by DFES at the following websites:

www.dfes.wa.gov.au

www.emergency.wa.gov.au



Figure 9: DFES emergency home page (DFES, 2022)

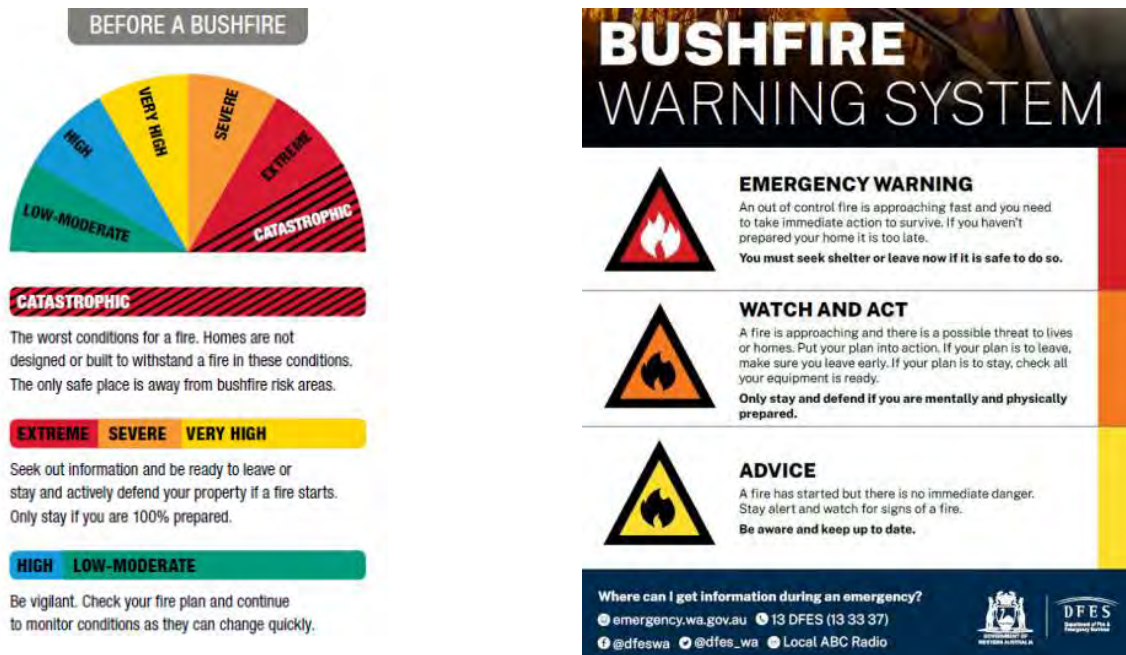


Figure 10: DFES Warning Systems (DFES, 2022)

5.2.6 Ember protection

The building proposed for holiday accommodation is a circa 2000s built house. Ember entry and associated spot fires, rather than direct flame contact, accounts for 75-80% of homes destroyed by bushfires (Brown, 2019). The client is voluntarily retrofitting the external of the building through its life to protect from ember attack. Consideration of ember protection includes the following:

- Replacement of external glass to toughened glass or shutters can be applied;
- External flyscreens may be aluminium, bronze, or corrosion resistant stainless-steel, wire mesh with apertures no greater than 2mm;
- Sealing of all gaps and penetrations (to <2mm) with compliant fire rated sealant to the building with special consideration of door openings, windows, roof space and eaves (noting vents can be covered with steel mesh).
- Replacement in roofing as required, ensuring gaps are minimised;
- Windows and doors are to be sealed when closed and draught excluder used for any gaps; and
- Garage doors and seals to be sealed with complaint fire sealant, and draught excluder used for any gaps.



6 Implementation Actions

The responsibilities of the developer(s), landowners and local government are shown in Table 12 and 13.

6.1 Developer/Landowner Responsibility

It is recommended the developer/landowner be responsible for the following:

Table 12: Implementation actions developer/landowner.

Developer/Landowner Prior to Use as a Short Stay Accommodation		
No.	Implementation Action	Clearance Stage
1	A condition may be placed on the Planning approval by CoA to regards to a condition on the certificate of title pursuant to Section 70A Transfer of Land Act 1893 ensuring that future landowners are aware that their lot is located within a bushfire prone area, the property is subject to a BMP and the management strategies contained in the BMP must continue to be implemented. This may be a local government condition of development approval.	D.A. condition
2	A condition may be placed on the Planning approval by CoA to regards to the establishment of an easement for management of the APZ in perpetuity on lot 602 Karrakatta Road, Goode Beach. This will ensure ongoing management of the APZ in perpetuity maintains APZ standards for BAL-29 to prevail on the subject lot to the west. This may be a local government condition of development approval.	D.A. condition
3	Continue to manage lot as per the current CoA Fire Management Notice (Appendix E) and this BMP requirements.	Ongoing
4	Maintain the Asset Protection Zone to the dimensions and standards stated in this BMP (Appendix C), as per WAPC Asset Protection Zone (APZ) Standards, Schedule 1.	Ongoing
5	Maintain private driveway standards as stated in the BMP.	Ongoing
6	Installation of an additional 10,000 litre emergency strategic water supply (tank with couplings within the lot).	Prior to use
7	Upgrade the existing dwelling to provide for improved ember protection by enclosing all openings (excluding roof spaces) or covering openings with a non-corrosive metal screen mesh with a maximum aperture of 2mm. Where applicable, this includes any subfloor areas, openable windows, vents, weep holes and eaves. External doors are to be fitted with draft excluders.	O Prior to use
8	Ensure signage is provided within the site, advising of where each access route travels to, the distance to the destination and general information signs on what to do in the event of a bushfire.	Prior to use
9	Implement the Bushfire Emergency Evacuation Plan (BEEP) prior to occupancy and use as a holiday house to assist in evacuation planning and response for this site. Site closures enacted during Extreme or Catastrophic FDR days.	Ongoing
10	An annual review of the BEEP is recommended every year prior to the bushfire season to ensure any protocols from emergency services have not changed.	Ongoing
11	Ensure that the people responsible for the management of occupants in the event of a bushfire emergency are aware of the BEEP and their responsibilities.	Ongoing
12	Implement the measures in this BMP and the associated BEEP, in perpetuity.	Ongoing



6.2 Local Government Responsibility

It is recommended the local government be responsible for the following:

Table 13: Implementation actions, City of Albany.

CoA		
No.	Implementation Action	Clearance Stage
1	Monitor landowner compliance with the Bushfire Management Plan and the CoA Fire Management Notice.	Ongoing
2	Request an update and review of this BMP if any aspect of the holiday house use changes, destinations are identified in the Goode Beach area and to document the updated BEEP and refuge strategies for the site.	Ongoing



7 Disclaimer

The recommendations and measures contained in this assessment report are based on the information available at the time of writing following the instructions of the regulatory authorities and following the requirements of the Australian Standards 3959-2018 – Building in Bushfire Prone Areas, WAPC State Planning Policy 3.7 (WAPC, 2015), WAPC Guidelines for Planning in Bushfire Prone Areas vers 1.4 (WAPC, 2021), and applying best practise as described by Fire Protection Association Australia. These are considered the minimum standards required to balance the protection of the dwellings and occupants with the aesthetic and environmental conditions required by local, state and federal government authorities. They DO NOT guarantee that a building will not be destroyed or damaged by a bushfire, people injured, or fatalities occur either at the site or while evacuating. All surveys and forecasts, projections and recommendations made in this assessment report and associated with this proposed development are made in good faith on the basis of the information available to the fire protection consultant at the time of assessment. The achievement of the level of implementation of fire precautions will depend amongst other things on actions of the landowner or occupiers of the land, over which the bushfire consultant has no control. Notwithstanding anything contained within, the consultant/s will not, except as the law may require, be liable for any loss or other consequences (whether or not due to negligence of the bushfire consultant) arising out of the services rendered by the consultant.

AS3959-2018 disclaimer: It should be borne in mind that the measures contained within this Standard (AS3959-2018) cannot guarantee that a building will survive a bushfire event on every occasion. This is substantially due to the unpredictable nature and behaviour of fire and extreme weather condition.

Building to AS3959-2018 is a standard primarily concerned with improving the ability of buildings in designated bushfire prone areas to better withstand attack from bushfire thus giving a measure of protection to the building occupants (until the fire front passes) as well as to the building itself (AS3959, 2018).

8 Certification

I hereby certify that I have undertaken the assessment of the above site and determined the Bushfire Attack Level (s) stated in this document have been prepared in accordance with the requirements of AS 3959-2018 and the Guidelines for Planning in Bushfire Prone Areas (WAPC, 2021).

SIGNED, ASSESSOR: DATE: 19/09/2023

Kathryn Kinnear, Bio Diverse Solutions

Accredited Level 2 Bushfire Practitioner (Accreditation No: BPAD30794)

Note: A peer review from a L3 Bushfire Practitioner as per FPAA PN03 is provided in Appendix B.





9 Revision Record

Revision	Prepared By	Summary	Reviewed By	Date
Draft Id	Kathryn Kinnear	Internal QA review	Jason Benson	12/07/2023
Draft Id	Kathryn Kinnear	L 3 Technical Review	Erika Dawson	12/07/2023
Final Id	Kathryn Kinnear	Draft review to client	Emily Fergie	13/07/2023
Final Id V 1.0	Kathryn Kinnear	Updated to include peer review comments	Erika Dawson	11/09/2023
Final Id V1.0	Kathryn Kinnear	Issued to client for submission to CoA		19/09/2023

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Western Australian Planning Commission (WAPC) (2015). *State Planning Policy 3.7 Planning in Bushfire Prone*

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11 Appendices

Appendix A: BAL Assessment to AS3959-2018

Appendix B: BPAD Level 3 Peer Review Letter

Appendix C: WAPC APZ Schedule 1 standards to apply and agreement from adjacent land owner

Appendix D: Bushfire Emergency Evacuation Plan

Appendix E: City of Albany Fire Management Notice (CoA, 202/23)

Appendix F: Extracts from Goode Beach BRIGS report



Appendix A

BAL Assessment to AS3959-2018

**Bushfire Attack
Level Assessment
Report**

**Prepared by a BPAD
Accredited Practitioner**



Fire Protection Association Australia Life Property Environment



AS 3959 BAL Assessment Report

This report has been prepared by an Accredited BPAD Practitioner using the Simplified Procedure (Method 1) as detailed in Section 2 of AS 3959 – 2018. FPA Australia makes no warranties as to the accuracy of the information provided in the report. All enquiries related to the information and conclusions presented in this report must be made to the BPAD Accredited Practitioner.

Property Details and Description of Works

Address Details	Unit no	Street no	Lot no	Street name / Plan Reference	
		56	601	Karrakatta Road	
Local government area	Suburb			State	Postcode
	Goode Beach			WA	6330
Main BCA class of the building	Class 1a	Use(s) of the building	Habitable Dwelling		
Description of the building or works	Change of use for existing habitable dwelling				

Report Details

Report / Job Number BAL0133-003	Report Version Final	Assessment Date 13 February 2023	Report Date 19 September 2023
---	--------------------------------	--	---

BPAD Accredited Practitioner Details

Name Kathryn Kinnear BPAD 30794 (L2)	<div style="border: 1px solid black; padding: 5px;"> <p>I hereby declare that I am a BPAD accredited bushfire practitioner.</p> <p>Accreditation No. [REDACTED]</p> <p>Signature </p> <p>Date [REDACTED]</p> </div>
Company Details Bio Diverse Solutions 29 Hercules Crescent Albany WA 6330. 	

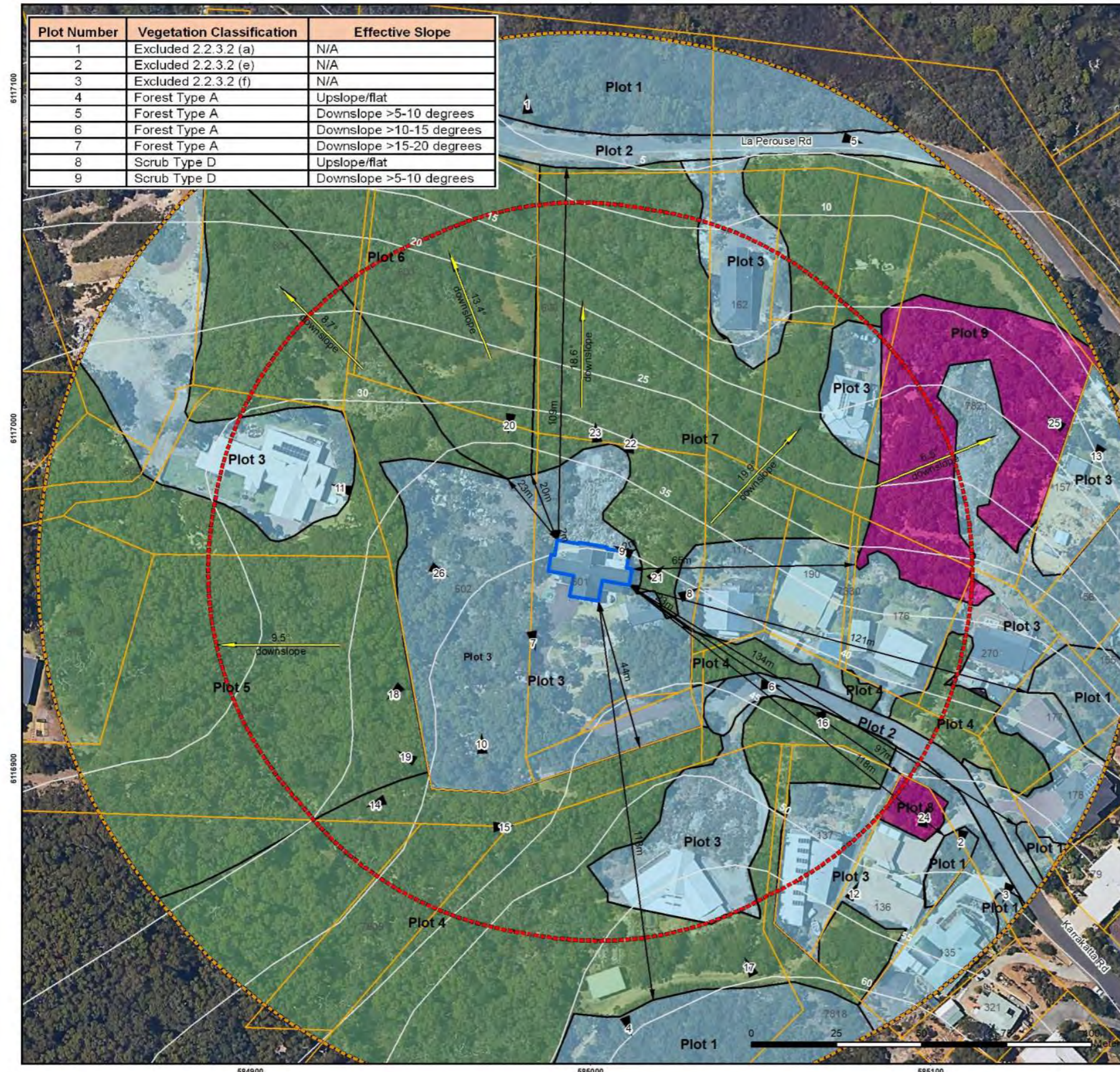
Reliance on the assessment and determination of the Bushfire Attack Level contained in this report should not extend beyond a period of 12 months from the date of issue of the report. If this report was issued more than 12 months ago, it is recommended that the validity of the determination be confirmed with the Accredited Practitioner and where required an updated report issued.

BAL Assessment Report

Site Assessment & Site Plans

The assessment of this site was undertaken on 13 February 2023 by a BPAD Accredited Practitioner for the purpose of determining the Bushfire Attack Level in accordance with AS 3959 - 2018

Simplified Procedure (Method 1).



Plot Number	Vegetation Classification	Effective Slope
1	Excluded 2.2.3.2 (a)	N/A
2	Excluded 2.2.3.2 (e)	N/A
3	Excluded 2.2.3.2 (f)	N/A
4	Forest Type A	Upslope/flat
5	Forest Type A	Downslope >5-10 degrees
6	Forest Type A	Downslope >10-15 degrees
7	Forest Type A	Downslope >15-20 degrees
8	Scrub Type D	Upslope/flat
9	Scrub Type D	Downslope >5-10 degrees

Albany Office:
29 Hercules Crescent
Albany, WA 6330
(08) 9842 1575

Denmark Office:
7/40 South Coast Highway
Denmark, WA 6333
(08) 9848 1309

Esperance Office:
2A/113 Dempster Street
Esperance, WA 6450
(08) 9072 1382

BPAD
Bushfire
Planning & Design
Accredited Practitioner
Level 2

BIO DIVERSE SOLUTIONS

Overview Map Scale 1:100,000

Legend

- Subject Site
- 100m Assessment Boundary
- 150m Assessment Boundary
- Cadastre
- 5m Contours
- Separation Distance
- Slopes Degrees
- Vegetation/Plot Boundary

Vegetation

- Forest Type A
- Low fuel or non vegetated 2.2.3.2
- Scrub Type D

Scale
1:1,100 @ A3
GDA MGA 94 Zone 50

Data Sources
Aerial Imagery: WA Now, Landgate Subscription Imagery
Cadastre, Relief Contours and Roads: Landgate 2017
IRIS Road Network: Main Roads Western Australia 2017
Overview Map: World Topographic map service, ESRI 2012

CLIENT
Emily Fergie
Lot 601 (No. 56) Karrakatta Road
Goode Beach, WA 6330

Site Plan / BAL Assessment

BAL Assessor
JRB & KPK

QA Check
ED

Drawn by
GSK

STATUS
FINAL

FILE
BAL0133-003

DATE
11/09/2023

BAL Assessment Report

Association Australia Life Property Environment

Vegetation Classification

All vegetation within 150m of the site / proposed development was classified in accordance with Clause 2.2.3 of AS 3959-2018. Each distinguishable vegetation plot with the potential to determine the Bushfire Attack Level is identified below. Site assessment occurred in 2021 and 2023 to update all plot data.

<p>Photo ID: 1</p>	<p>Plot: 1</p>	
<p>Vegetation Classification or Exclusion Clause</p>		
<p>Excludable - 2.2.3.2(a) >100m from site</p>		
<p>Description / Justification for Classification</p>		
<p>Location: North, south and southeast of the subject site.</p> <p>Separation distance: >100m.</p> <p>Description: Area of classified vegetation >100m for the subject site.</p> <p>As per exclusion clause 2.2.3.2 (a) of AS3959-2018.</p> <p>Photo description: View facing north towards vegetation located >100m from the subject site to the north.</p>		
<p>Photo ID: 2</p>	<p>Plot: 1 cont.</p>	
<p>Vegetation Classification or Exclusion Clause</p>		
<p>Excludable - 2.2.3.2(a) >100m from site</p>		
<p>Description / Justification for Classification</p>		
<p>Additional Photo of Plot 1.</p> <p>Photo description: View facing south towards vegetation located >100m from the subject site to the southeast.</p>		

BAL Assessment Report

Association Australia Life Property Environment

Photo ID:	3	Plot:	1 cont.
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(a) >100m from site			
Description / Justification for Classification			
Additional Photo of Plot 1.			
Photo description: View facing south-southwest towards vegetation located >100m from the subject site located to the to the southeast.			



Photo ID:	4	Plot:	1 cont.
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(a) >100m from site			
Description / Justification for Classification			
Additional Photo of Plot 1.			
Photo description: View facing south-southeast towards vegetation located >100m from the subject site to the southwest.			



Photo ID:	5	Plot:	2
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(e) Non Vegetated Areas			
Description / Justification for Classification			
Location: North and southeast of the subject site.			
Description: Roads, driveways, houses, firebreaks and other non-vegetated areas.			
As per exclusion clause 2.2.3.2 (e) of AS3959-2018.			
Photo description: View facing east-southeast, along La Perouse Road, located to the northeast of the subject site.			



BAL Assessment Report

Association Australia Life Property Environment

Photo ID:	6	Plot:	2 cont.
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(e) Non Vegetated Areas			
Description / Justification for Classification			
Additional photo of Plot 2.			
Photo description: View facing east, along Karrakatta Road, located to the southeast of the subject site.			



Photo ID:	7	Plot:	3
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
Location: North, east, south and west of the subject site.			
Description: Managed Asset Protection Zone (APZ) areas and vegetation managed in a low threat state including managed lawns, gardens and slashed breaks.			
As per exclusion clause 2.2.3.2 (f) of AS3959-2018.			
Available fuel loading: <2t/ha.			
Photo description: View facing south-southeast towards low fuel maintained area within the subject lot.			



Photo ID:	8	Plot:	3 cont.
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
Additional Photo of Plot 3.			
Photo description: View facing east-northeast towards APZ area, located on adjacent lot to the east of the subject site.			



BAL Assessment Report

Association Australia Life Property Environment

<p>Photo ID: 9</p>	<p>Plot: 3 cont.</p>	
<p>Vegetation Classification or Exclusion Clause</p>		
<p>Excludable - 2.2.3.2(f) Low Threat Vegetation</p>		
<p>Description / Justification for Classification</p>		
<p>Additional Photo of Plot 3. Photo description: View facing west-northwest towards low threat vegetation, located adjacent to the northeast corner of the subject site.</p>		
<p>Photo ID: 10</p>	<p>Plot: 3 cont.</p>	
<p>Vegetation Classification or Exclusion Clause</p>		
<p>Excludable - 2.2.3.2(f) Low Threat Vegetation</p>		
<p>Description / Justification for Classification</p>		
<p>Additional Photo of Plot 3. Photo description: View facing north towards managed APZ/low fuel area in lot to the west, located to the southwest of the subject site.</p>		
<p>Photo ID: 26</p>	<p>Plot: 3 cont.</p>	
<p>Vegetation Classification or Exclusion Clause</p>		
<p>Excludable - 2.2.3.2(f) Low Threat Vegetation</p>		
<p>Description / Justification for Classification</p>		
<p>Additional Photo of Plot 3. Photo description: View facing south east towards managed APZ/low fuel area in lot to the west, located to the west of the subject site.</p>		

BAL Assessment Report

Association Australia Life Property Environment

Photo ID:	11	Plot:	3 cont.
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
Additional Photo of Plot 3.			
<p>Photo description: View facing west-northwest towards managed APZ area, located on nearby lot to the west of the subject site.</p>			



BAL Assessment Report

Association Australia Life Property Environment

Photo ID:	12	Plot:	3 cont.
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
Additional Photo of Plot 3.			
<p>Photo description: View facing north-northeast towards managed APZ's, located to the southeast of the subject site.</p>			



Photo ID:	13	Plot:	3 cont.
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
Additional Photo of Plot 3.			
<p>Photo description: View facing south-southwest towards low threat vegetation, located to the east-northeast of the subject site.</p>			



BAL Assessment Report

Association Australia Life Property Environment

Photo ID: 14 Plot: 4

Vegetation Classification or Exclusion Clause

Class A Forest - Open forest A-03

Description / Justification for Classification

Location: Southeast, south and southwest the subject site.

Separation distance: 23m.

Dominant species & description: Open forest vegetation consisting of mixed Eucalyptus and Peppermint trees. Dense foliage cover with multilayered scrub understorey of Acacias, Chorilaena, Leucopogon, sedges and rushes.

Average vegetation height: 8-16m.

Vegetation Coverage: 30-70% foliage cover.

Available fuel loading: 25-35t/ha.

Effective slope: Upslope/flat.

Photo description: View facing west-southwest towards forest vegetation, located to the southwest of the subject site.



Photo ID: 15 Plot: 4 cont.

Vegetation Classification or Exclusion Clause

Class A Forest - Open forest A-03

Description / Justification for Classification





Additional Photo of Plot 4.

Photo description: View facing east towards forest vegetation, located to the south of the subject site.



BAL Assessment Report

Association Australia Life Property Environment

<p>Photo ID: 16</p>	<p>Plot: 4 cont.</p>	
<p>Vegetation Classification or Exclusion Clause</p>		<p>168°S (T) ● 35°5'12"S, 117°55'59"E ±16ft ▲ 138ft</p>
<p>Class A Forest - Open forest A-03</p>		
<p>Description / Justification for Classification</p>		<p>22 Sep 2021, 13:40:05</p>
<p>Additional Photo of Plot 4.</p>		<p>Photo description: View facing south-southeast towards forest vegetation, located to the southeast of the subject site.</p>
<p>Photo ID: 17</p>	<p>Plot: 4 cont.</p>	
<p>Vegetation Classification or Exclusion Clause</p>		<p>333°NW (T) ● 35°5'15"S, 117°55'58"E ±9ft ▲ 191ft</p>
<p>Class A Forest - Open forest A-03</p>		
<p>Description / Justification for Classification</p>		<p>25 Nov 2022, 13:45:40</p>
<p>Additional Photo of Plot 4.</p>		<p>Photo description: View facing north-northwest towards forest vegetation, located to the southeast of the subject site.</p>

BAL Assessment Report

Association Australia Life Property Environment

Photo ID: 18	Plot: 5	
Vegetation Classification or Exclusion Clause		
Class A Forest - Open forest A-03		
Description / Justification for Classification		
Location: West of the subject site.		
Separation distance: 23m.		
Dominant species & description: Open forest vegetation consisting of Mixed Eucalyptus and Peppermint trees. Dense foliage cover with multilayered scrub understorey of Acacias, Chorilaena, Leucopogon, sedges and rushes.		
Average vegetation height: 8-16m.		
Vegetation Coverage: 30-70% foliage cover.		
Available fuel loading: 25-35t/ha.		
Effective slope: Downslope 5-10 degrees.		
Photo description: View facing southwest towards forest vegetation, located to the southwest of the subject site.		
Photo ID: 19	Plot: 5 cont.	
Vegetation Classification or Exclusion Clause		
Class A Forest - Open forest A-03		
Description / Justification for Classification		
Additional Photo of Plot 5.		
Photo description: View facing west-northwest towards forest vegetation, located to the southwest of the subject site.		

BAL Assessment Report

Association Australia Life Property Environment

<p>Photo ID: 20</p>	<p>Plot: 6</p>	
<p>Vegetation Classification or Exclusion Clause</p>		<p>SE 120 150 180 210 240 270 W</p>
<p>Class A Forest - Open forest A-03</p>		<p>188°S (T) 35°5'10\"S, 117°55'56\"E ±16ft ▲ 104ft</p>
<p>Description / Justification for Classification</p>		
<p>Location: Northwest of the subject site. Separation distance: 20m. Dominant species & description: Forest vegetation consisting of Mixed Eucalyptus and Peppermint trees. Dense foliage cover with multilayered scrub understorey of Acacias, Leucopogon, sedges and rushes. Average vegetation height: 6-12m. Vegetation Coverage: 30-70% foliage cover. Available fuel loading: 25-35t/ha. Effective slope: Downslope 10-15 degrees. Photo description: View facing south towards forest vegetation, located to the northwest of the subject site.</p>		<p>22 Sep, 2021, 14:05:15</p>
<p>Photo ID: 21</p>	<p>Plot: 7</p>	
<p>Vegetation Classification or Exclusion Clause</p>		<p>NW 330 0 30 60 90 120 SE</p>
<p>Class A Forest - Open forest A-03</p>		<p>44°NE (T) 35°5'11\"S, 117°55'57\"E ±16ft ▲ 136ft</p>
<p>Description / Justification for Classification</p>		
<p>Location: North, northeast and east of the subject site. Separation distance: 2m. Dominant species & description: Forest vegetation consisting of Mixed Eucalyptus and Peppermint trees. Dense foliage cover with multilayered scrub understorey of Acacias, Leucopogon, sedges and rushes. Average vegetation height: 6-12m. Vegetation Coverage: 30-70% foliage cover. Available fuel loading: 25-35t/ha. Effective slope: Downslope 15-20 degrees. Photo description: View facing northeast towards forest vegetation, located to the east of the subject site.</p>		<p>22 Sep 2021 13:47:04</p>

BAL Assessment Report

Association Australia Life Property Environment

Photo ID: 22 Plot: 7 cont.

Vegetation Classification or Exclusion Clause

Class A Forest - Open forest A-03

Description / Justification for Classification

Additional Photo of Plot 7.

Photo description: View facing north towards forest vegetation, located to the north of the subject site.



Photo ID: 23 Plot: 7 cont.

Vegetation Classification or Exclusion Clause

Class A Forest - Open forest A-03

Description / Justification for Classification

Additional Photo of Plot 7.

Photo description: View facing north towards forest vegetation, located to the north of the subject site.



BAL Assessment Report

Association Australia Life Property Environment

Photo ID:	24	Plot:	8
Vegetation Classification or Exclusion Clause			
Class D Scrub - Open scrub D-14			
Description / Justification for Classification			
Location: Southeast of the subject site.			
Separation distance: 97m.			
Dominant species & description: Low scrubs of Eucalypt trees, Peppermint and <i>Spiridium Globulosum</i> . In verges and back of garden areas can be planted. Midstorey scrubs of coastal heath.			
Average vegetation height: 4m, occasional tree to 5m.			
Vegetation Coverage: >30% foliage cover.			
Available fuel loading: 25t/ha.			
Effective slope: Upslope/flat.			
Photo description: View to the north of Scrub Type D, located to the southeast of the subject site. Note 2m height staff, this area is also under a BMP and is going to be future low fuel.			



Photo ID:	25	Plot:	9
Vegetation Classification or Exclusion Clause			
Class D Scrub - Open scrub D-14			
Description / Justification for Classification			
Location: North, east and northeast in private properties.			
Separation distance: 65m.			
Dominant species & description: Low scrubs of Eucalypt trees, Peppermint and <i>Spiridium Globulosum</i> . Located in verges and back of garden areas, can be planted. Midstorey scrubs of coastal heath. Some open areas of low heaths but precautionary principle used.			
Average vegetation height: 4m, occasional tree to 5m.			
Vegetation Coverage: >30% foliage cover.			
Available fuel loading: 25t/ha.			
Effective slope: Downslope >5-10 degrees.			
Photo description: Photo facing northwest towards scrub vegetation, located to the northeast of the subject site. Note: 1.8m height staff in photo for reference and photo taken from a previous assessment.			



Relevant Fire Danger Index

The fire danger index for this site has been determined in accordance with Table 2.1 or otherwise determined in accordance with a jurisdictional variation applicable to the site.

Fire Danger Index

FDI 40

Table 2.7

FDI 50

Table 2.6

FDI 80

Table 2.5

FDI 100

Table 2.4

Potential Bushfire Impacts

The potential bushfire impact to the Proposed Building from each of the identified vegetation plots are identified below.

Plot	Vegetation Classification	Effective Slope	Separation (m)	BAL
1	Excludable – Clause 2.2.3.2(a)	-	>100m	BAL-LOW
2	Excludable – Clause 2.2.3.2(e)	-	N/A	BAL-LOW
3	Excludable – Clause 2.2.3.2(f)	-	N/A	BAL-LOW
4	Class A - Forest	All upslopes and flat land (0 degrees)	23	BAL-29
5	Class A - Forest	Downslope >5 to 10 degrees	23	BAL-FZ
6	Class A - Forest	Downslope >10 to 15 degrees	20	BAL-FZ
7	Class A - Forest	Downslope >15 to 20 degrees	2	BAL-FZ
8	Class D Scrub	All upslopes and flat land (0 degrees)	97	BAL-12.5
9	Class D Scrub	Downslope >5 to 10 degrees	65	BAL-12.5

Table 1: BAL Analysis

Determined Bushfire Attack Level (BAL)

The Determined Bushfire Attack Level (highest BAL) for the site / proposed development has been determined in accordance with clause 2.2.6 of AS 3959-2018 using the above analysis.

Determined Bushfire Attack Level	BAL – FZ
---	-----------------

Note: The purpose of this assessment is to indicate if the existing building on Lot 601 (No. 56) Karrakatta Road can be subject to a BAL rating of BAL-29 or lower. The BAL Assessment has determined that the existing dwelling in its current location is subject to a Bushfire Attack Level of BAL-FZ due to onsite and offsite vegetation.

Please refer to the approved BMP for further information.

Appendix 1: Plans and Drawings

Plans and drawings relied on to determine the bushfire attack level

Drawing / Plan Description Lot 601 (No 56) Karrakatta Road, Goode Beach

Job Number N/A	Revision N/A	Date of Revision N/A
----------------	--------------	----------------------



Appendix 2: Additional Information / Advisory Notes**Additional details relevant to this project:**

- Lot 601 is approximately 4,006m² in size and is predominantly vegetated (forest vegetation);
- Lot 601 is zoned 'Special Residential' under the City of Albany LPS No. 1;
- The majority of the surrounding lots are almost completely vegetated (forest vegetation);
- The existing dwelling is currently impacted by a BAL rating of BAL-FZ;
- BAL-29 can not be achieved within the lot boundary;
- Offsite vegetation modification within surrounding lots would be required to lower the BAL rating;
- Any offsite vegetation modification requires an agreement with the surrounding landowners to ensure that the vegetation will be maintained in perpetuity; and
- Refer to the approved BMP report for further information.

Note: City of Albany planning approval must be obtained prior to any vegetation removal/modification. Offsite vegetation is not within the control of the landowner. Therefore, the BAL rating from offsite vegetation can only be lowered if an agreement can be made between landowners to ensure the vegetation (offsite) is managed in perpetuity.

AS3959-2018 disclaimer

The survivability of buildings is also dependant on a combination of measures such as landscaping, water supplies, access, building design and maintenance. Care should also be exercised when siting and designing for these measures when constructing a building under this Standard.

(AS3959, 2018)

This Standard is primarily concerned with improving the ability of buildings in designated bushfire-prone areas to better withstand attack from bushfire thus giving a measure of protection to the building occupants (until the fire front passes) as well as to the building itself.

(AS3959-2018)

DISCLAIMER

The recommendations and measures contained in this assessment report are based on the requirements of the Australian Standards 3959-2018 – Building in Bushfire Prone Areas. These are considered the minimum standards required to balance the protection of the proposed dwelling and occupants with the aesthetic and environmental conditions required by local, state and federal government authorities. They DO NOT guarantee that a building will not be destroyed or damaged by a bushfire. All surveys and forecasts, projections and recommendations made in this assessment report and associated with this proposed dwelling are made in good faith on the basis of the information available to the fire protection consultant at the time of assessment. The achievement of the level of implementation of fire precautions will depend amongst other things on actions of the landowner or occupiers of the land, over which the fire protection consultant has no control. Notwithstanding anything contained within, the fire consultant/s or local government authority will not, except as the law may require, be liable for any loss or other consequences (whether or not due to negligence of the fire consultant/s and the local government authority, their servants or agents) arising out of the services rendered by the fire consultant/s or local government authority.

Appendix 3: Asset Protection Zone (APZ) standards to apply for long term management of BAL setbacks

Guidelines for Planning in Bushfire Prone Areas

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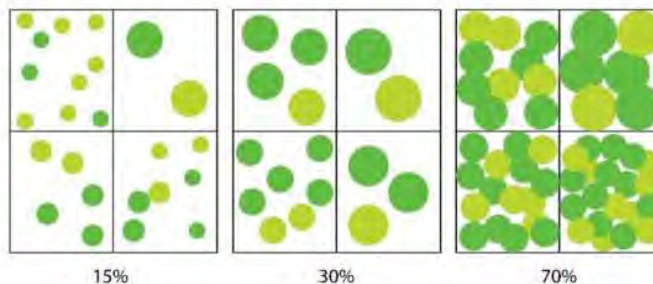


ELEMENT 2: SITING AND DESIGN OF DEVELOPMENT

SCHEDULE 1: STANDARDS FOR ASSET PROTECTION ZONES

OBJECT	REQUIREMENT
Fences within the APZ	<ul style="list-style-type: none"> Should be constructed from non-combustible materials (for example, iron, brick, limestone, metal post and wire, or bushfire-resisting timber referenced in Appendix F of AS 3959).
Fine fuel load (Combustible, dead vegetation matter <6 millimetres in thickness)	<ul style="list-style-type: none"> Should be managed and removed on a regular basis to maintain a low threat state. Should be maintained at <2 tonnes per hectare (on average). Mulches should be non-combustible such as stone, gravel or crushed mineral earth or wood mulch >6 millimetres in thickness.
Trees* (>6 metres in height)	<ul style="list-style-type: none"> Trunks at maturity should be a minimum distance of six metres from all elevations of the building. Branches at maturity should not touch or overhang a building or powerline. Lower branches and loose bark should be removed to a height of two metres above the ground and/or surface vegetation. Canopy cover within the APZ should be <15 per cent of the total APZ area. Tree canopies at maturity should be at least five metres apart to avoid forming a continuous canopy. Stands of existing mature trees with interlocking canopies may be treated as an individual canopy provided that the total canopy cover within the APZ will not exceed 15 per cent and are not connected to the tree canopy outside the APZ.

Figure 19: Tree canopy cover – ranging from 15 to 70 per cent at maturity



Shrub* and scrub* (0.5 metres to six metres in height). Shrub and scrub >6 metres in height are to be treated as trees.	<ul style="list-style-type: none"> Should not be located under trees or within three metres of buildings. Should not be planted in clumps >5 square metres in area. Clumps should be separated from each other and any exposed window or door by at least 10 metres.
Ground covers* (<0.5 metres in height. Ground covers >0.5 metres in height are to be treated as shrubs)	<ul style="list-style-type: none"> Can be planted under trees but must be maintained to remove dead plant material, as prescribed in 'Fine fuel load' above. Can be located within two metres of a structure, but three metres from windows or doors if >100 millimetres in height.

Guidelines for
Planning in
Bushfire
Prone Areas

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ELEMENT 2: SITING AND DESIGN OF DEVELOPMENT

SCHEDULE 1: STANDARDS FOR ASSET PROTECTION ZONES

OBJECT	REQUIREMENT
Grass	<ul style="list-style-type: none"> • Grass should be maintained at a height of 100 millimetres or less, at all times. • Wherever possible, perennial grasses should be used and well-hydrated with regular application of wetting agents and efficient irrigation.
Defendable space	<ul style="list-style-type: none"> • Within three metres of each wall or supporting post of a habitable building, the area is kept free from vegetation, but can include ground covers, grass and non-combustible mulches as prescribed above.
LP Gas Cylinders	<ul style="list-style-type: none"> • Should be located on the side of a building furthest from the likely direction of a bushfire or on the side of a building where surrounding classified vegetation is upslope, at least one metre from vulnerable parts of a building. • The pressure relief valve should point away from the house. • No flammable material within six metres from the front of the valve. • Must sit on a firm, level and non-combustible base and be secured to a solid structure.

* Plant flammability, landscaping design and maintenance should be considered – refer to explanatory notes



Appendix B

Level 3 Peer Review Letter



Our Ref.: 22037-L013_A

Kathryn Kinnear
 Bio Diverse Solutions
 29 Hercules Crescent
 Albany WA 6330

19 September 2023

Dear Kathryn

BPAD LEVEL 3 PEER REVIEW | CHANGE OF USE OF EXISTING DWELLING TO SHORT STAY ACCOMMODATION – 56 KARRAKATTA ROAD, GOODES BEACH

This letter is provided to document that a Peer Review has been undertaken by an accredited Bushfire Planning and Design (BPAD) Level 3 Practitioner for the project as outlined in **Table 1** in accordance with Identified Procedure 2 (IP2) – Review of work undertaken by a Practitioner with the appropriate level of accreditation of the Fire Protection Association Australia’s (FPAA) *Practice Note 03-2019 Performing work outside of accredited level*.

Table 1: Project Review Details

Component	Details
Development Details	
Proposed Development	Change of use of existing dwelling to short stay accommodation
Street Address	56 Karrakatta Rd, Goode Beach
Real Property Description	Lot 601 P022956
Reviewer	
Name	Erika Dawson
Accreditation No.	36371
Accreditation Level	Level 3
Accreditation Jurisdiction	NSW & WA
Accreditation Expiry	August 2024
Reviewee (Author)	
Name	Kathryn Kinnear
Accreditation No.	30794
Accreditation Level	Level 2
Accreditation Jurisdiction	WA
Accreditation Expiry	28/2/ 2024

In undertaking this review, I confirm that I have undertaken a desktop review of the documents outlined in **Table 2**.

Table 2: Documents Reviewed

Title	Author	Revision	Date
Bushfire Management Plan BAL0133-003	Kathryn Kinnear (Bio Diverse Solutions)	Final vers. 1.0	19/9/2023
AS3959 BAL Assessment Report BAL0133-003	Kathryn Kinnear (Bio Diverse Solutions)	Final	19/9/2023
Bushfire Emergency Evacuation Plan BAL0133	Kathryn Kinnear (Bio Diverse Solutions)	Final vers. 1.0	19/9/2023

In undertaking this review, I accept the assessment and conclusions of the Reviewees work.

I confirm, following the review as outlined above, that the work is consistent with the submission requirements.

If you have any questions regarding this review, please contact the undersigned on 0400 940 482.

Yours sincerely



Erika Dawson

Director | BPAD Level 3 Accredited Practitioner (NSW & WA) No. 36371 | Registered Planner PIA





Appendix C

WAPC APZ Schedule 1 Standards to apply

Landowner agreement Lot 602 Karrakatta Road

ELEMENT 2: SITING AND DESIGN OF DEVELOPMENT

SCHEDULE 1: STANDARDS FOR ASSET PROTECTION ZONES

OBJECT	REQUIREMENT
Fences within the APZ	<ul style="list-style-type: none"> Should be constructed from non-combustible materials (for example, iron, brick, limestone, metal post and wire, or bushfire-resisting timber referenced in Appendix F of AS 3959).
Fine fuel load (Combustible, dead vegetation matter <6 millimetres in thickness)	<ul style="list-style-type: none"> Should be managed and removed on a regular basis to maintain a low threat state. Should be maintained at <2 tonnes per hectare (on average). Mulches should be non-combustible such as stone, gravel or crushed mineral earth or wood mulch >6 millimetres in thickness.
Trees* (>6 metres in height)	<ul style="list-style-type: none"> Trunks at maturity should be a minimum distance of six metres from all elevations of the building. Branches at maturity should not touch or overhang a building or powerline. Lower branches and loose bark should be removed to a height of two metres above the ground and/or surface vegetation. Canopy cover within the APZ should be <15 per cent of the total APZ area. Tree canopies at maturity should be at least five metres apart to avoid forming a continuous canopy. Stands of existing mature trees with interlocking canopies may be treated as an individual canopy provided that the total canopy cover within the APZ will not exceed 15 per cent and are not connected to the tree canopy outside the APZ.
<p>Figure 19: Tree canopy cover – ranging from 15 to 70 per cent at maturity</p>	
Shrub* and scrub* (0.5 metres to six metres in height). Shrub and scrub >6 metres in height are to be treated as trees.	<ul style="list-style-type: none"> Should not be located under trees or within three metres of buildings. Should not be planted in clumps >5 square metres in area. Clumps should be separated from each other and any exposed window or door by at least 10 metres.
Ground covers* (<0.5 metres in height. Ground covers >0.5 metres in height are to be treated as shrubs)	<ul style="list-style-type: none"> Can be planted under trees but must be maintained to remove dead plant material, as prescribed in 'Fine fuel load' above. Can be located within two metres of a structure, but three metres from windows or doors if >100 millimetres in height.



ELEMENT 2: SITING AND DESIGN OF DEVELOPMENT

SCHEDULE 1: STANDARDS FOR ASSET PROTECTION ZONES

OBJECT	REQUIREMENT
Grass	<ul style="list-style-type: none"> • Grass should be maintained at a height of 100 millimetres or less, at all times. • Wherever possible, perennial grasses should be used and well-hydrated with regular application of wetting agents and efficient irrigation.
Defendable space	<ul style="list-style-type: none"> • Within three metres of each wall or supporting post of a habitable building, the area is kept free from vegetation, but can include ground covers, grass and non-combustible mulches as prescribed above.
LP Gas Cylinders	<ul style="list-style-type: none"> • Should be located on the side of a building furthest from the likely direction of a bushfire or on the side of a building where surrounding classified vegetation is upslope, at least one metre from vulnerable parts of a building. • The pressure relief valve should point away from the house. • No flammable material within six metres from the front of the valve. • Must sit on a firm, level and non-combustible base and be secured to a solid structure.

** Plant flammability, landscaping design and maintenance should be considered – refer to explanatory notes*



From: Rob Harley <roblacabeza@yahoo.com>
Sent: Monday, February 7, 2022 7:24 pm
To: emilyfergie@hotmail.com <emilyfergie@hotmail.com>
Subject: Parkland Clearing_Lot 602_Goode Beach

Hello Emily,

To confirm our telephone conversation, Kim and I will continue to maintain parkland clearing on our property, Lot 602, that is adjacent to your property at Goode Beach. This will involve mechanical and/or manual slashing on an annual/biannual basis depending on vegetation growth as well as clearing of fallen branches etc.

Kind regards

Rob Harley



Appendix D

Evacuation Plan

Bushfire Emergency Evacuation Plan

Site Details			
Name of Facility:	Short Stay Accommodation – Lot 601(No. 56) Karrakatta Road		
Proposal Details:	Change of use to Short Stay Accommodation		
Address:	Lot 601(No. 56) Karrakatta Road		
Suburb:	Goode Beach	State:	W.A. Postcode 6330
Local Government Area:	City of Albany		
Owner/Operator:	Emily Fergie		
Version control:	Final vers. 1.0		
Job Number:	BAL0133	Report Date:	19 September 2023
BPAD Practitioner	Jason Benson (Level 2)	Accreditation No.	BPAD 37893
BPAD Practitioner	Kathryn Kinnear (Level 2)	Accreditation No.	BPAD 30794
BPAD Practitioner	Erika Dawson (Level 3)	Accreditation No.	BPAD 36371



Document Control

Revision	Prepared By	Summary	Reviewed By	Date
Draft Id	Kathryn Kinneer	Internal QA review	Jason Benson	24/05/2023
Draft Id	Kathryn Kinneer	Internal Technical review	Jason Benson	24/05/2023
Draft Id	Kathryn Kinneer	Level 3 Peer Review	Erika Dawson	12/07/2023
Vers 1	Kathryn Kinneer	Updated from Level 3 Peer Review	Kathryn Kinneer	11/09/2023
Draft Id	Kathryn Kinneer	Final submitted to the client		19/09/2023

Emergency Management Team

Name	Organisation	Contact Details
Emily Fergie	Landowner	0404 076 323
Kathryn Kinneer	Bio Diverse Solutions (Bushfire Consultant)	0447 555 516
Additional Emergency Management Team Personnel		
Name	Organisation	Contact Details
Sophie Pietersen	Site Manager	0455 033 001

Disclaimer: The recommendations and measures contained in this assessment report are based on the requirements of the Australian Standards 3959-2018 – Building in Bushfire Prone Areas, WAPC State Planning Policy 3.7 (WAPC, 2015), WAPC Guidelines for Planning in Bushfire Prone Areas (WAPC, 2021), applying best practise as described by Fire Protection Association Australia and CSIRO’s research into Bushfire behaviour. These are considered the minimum standards required to balance the protection of the proposed dwelling and occupants with the aesthetic and environmental conditions required by local, state and federal government authorities. They DO NOT guarantee that a building will not be destroyed or damaged by a bushfire, people injured, or fatalities occur either at the site or while evacuating. All surveys and forecasts, projections and recommendations made in this assessment report and associated with this proposed dwelling are made in good faith on the basis of the information available to the bushfire consultant at the time of assessment. The achievement of the level of implementation of fire precautions will depend amongst other things on actions of the landowner or occupiers of the land, over which the bushfire consultant has no control. Notwithstanding anything contained within, the fire consultant/s or local government authority will not, except as the law may require, be liable for any loss or other consequences (whether or not due to negligence of the fire consultant/s and the local government authority, their servants or agents) arising out of the services rendered by the fire consultant/s or local government authority.

TO BE REVIEWED ANNUALLY

Section 5 of this plan is removable to assist in Evacuation



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1 Facility Details

1.1 Summary

This Bushfire Emergency Evacuation Plan (BEEP) is for the short stay accommodation development at Lot 601 (No. 56) Karrakatta Road, Goode Beach within the City of Albany, and has been designed to assist the management of occupants to protect life and property in the event of a bushfire. This plan was developed in line with ‘A Guide to developing a Bushfire Emergency Evacuation Plan’ (WAPC 2019) to assist with emergency management and align with the recently completed Bushfire Attack Level (BAL) Assessment and Bushfire Management Plan (BMP) for a change of use to short stay accommodation.

This plan outlines procedures for both evacuation and shelter-in-place to enhance the protection of occupants from the threat of a bushfire.

The Primary Action to follow under normal bush fire conditions is to:

Shelter **Evacuate**

The key to the evacuation plan is preparedness.

Table 1: Facility Details.

Site Information - Lot 136 (No. 45) Karrakatta Road Goode Beach	
Contact Person (s):	Emily Fergie
Position/Role:	Landowner / Manager
Phone Number:	(m) 0401 994 851
Contact Person (s):	Sophie Pietersen
Position/Role:	Site Manager / Caretaker
Phone Number:	(m) 0455 033 001
Type of Development:	Short Stay Accommodation
Number of Buildings:	1
Lot Size:	Approximately 4006m ²
Nearest Road:	Karrakatta Road
Nearest Intersecting Roads:	La Perouse Road (650m southeast)
Nearest Town:	Albany Central Business District (24.7km west)
Water Supply:	Reticulated Water Supply
Hazards Onsite:	No
Number of Employees:	Landowner / Manager and Site Manager / Caretaker
Number of Occupants:	Up to 10 people
Number of Occupants with support needs:	unknown
Permanent or Transient:	Transient (Short Stay Accommodation)
Caretaker:	Sophie Pietersen

2 Roles & Responsibilities

The following table or pages outlines who has responsibility of implementing the emergency procedures in the event of a bushfire.

Table 2: Responsibilities in the Event of a Bushfire Emergency.

Position	Name of Person	Building / Area of Responsibility	Contact numbers
Landowner / Manager	Emily Fergie	Contact DFES as required; Inform all occupants onsite of any potential emergency situations; Contact occupants and ensure they are aware of the situation and assist in evacuation as required.	(m) 0404 076 323
Site Manager / Caretaker	Sophie Pietersen	Contact DFES as required; Inform all occupants of any potential emergency situation; Contact occupants and ensure they are aware of the situation and assist in evacuation as required.	(m) 0455 033 001
Additional Responsibilities			
Position	Name of Person	Building / Area of Responsibility	Contact numbers

3 Emergency Contacts

Name of Organisation	Office / Contact	Phone Number / Website
DFES	Emergency and Fire	000
DFES	Emergency Information	13 33 37 DFES - Department of Fire and Emergency Services
DFES	Speech or Hearing Impediment	106
DFES	If calling from a satellite phone, international or interstate	+61 8 9395 9395
Emergency WA	Warnings and Incidents	Home - Emergency WA Warnings & Incidents
WA Ambulance	Accident / Injury	000
WA Police	Criminal Activity	000
Bureau of Meteorology (BoM) Recorded Information	Recorded Information	1300 659 213
SES	Emergency Assistance	132 500
Main Roads WA	Traffic Incidents and Road Closures	138 138
Albany Police	Local Police	(08) 9892 9300
Albany Health Campus	Medical	(08) 9892 2222

Radio:

- ABC: Albany – Local Radio (630 AM)

Internet Sites:

- ABC Emergency Website - [ABC Emergency](#)
- Prepare your property – [property-preparation-dfes-checklist.pdf](#)
- Emergency WA – www.emergency.wa.gov.au
- DFES on Facebook – www.facebook.com/dfeswa
- DFES on Twitter – www.twitter.com/dfes.wa
- National Bushfires app – [**Australia's Number 1 Bushfire App** \(bushfireblankets.com\)](#)

4 Bushfire Preparedness, Awareness and Pre-Emptive Measures

The following actions are to be undertaken by the Landowner / Managers at the specified times, see Table 3 Maintenance Schedule.

4.1 Ongoing Actions.

To ensure the entire lot is maintained in a low threat state at all times, management of onsite vegetation will be as per Table 3 Maintenance Schedule and Schedule 1 standards for Asset Protection Zone (WAPC 2021), see below;

1. **Objects:** Within 10 metres of a building, combustible objects must not be located close to the vulnerable parts of the building i.e., windows and doors.
2. **Fine fuel load (combustible, dead vegetation matter <6 mm in thickness):** All combustible and dead vegetation should be managed and removed on a regular basis to maintain a low threat state, should be maintained at <2 tonnes per hectare (on average). Non- combustible mulches such as stone, gravel, crushed mineral earth or wood mulch >6 millimetres in thickness may be used.
3. **Trees (>6 metres in height):** Tree at maturity should be a minimum distance of six metres from all elevations of the building. Branches at maturity should not touch or overhang a building or powerline. Lower branches and loose bark should be removed to a height of two metres above the ground and / or surface vegetation. Canopy cover within the APZ should be <15 per cent of the total APZ area. Tree canopies at maturity should be at least five metres apart to avoid forming a continuous canopy. Stands of existing mature trees with interlocking canopies may be treated as an individual canopy provided that the total canopy cover within the APZ will not exceed 15 per cent and are not connected to a tree canopy outside the APZ.
4. **Shrub and scrub (0.5 metres to six metres in height). Shrub and scrub >6 metres in height are to be treated as trees:** Shrubs should not be located under trees or within three metres of any buildings. Shrubs should be planted in clumps >5 square metres in area. Clumps should be separated from each other and from any exposed windows or doors by at least 10 metres.
5. **Ground covers* (<0.5 metres in height. Ground covers >0.5 metres in height are to be treated as shrubs):** Ground covers can be planted under trees but must be maintained to remove dead plant material, as prescribed in 'Fine fuel load' above. Ground covers can be located within two metres of a structure, but three metres from windows or doors if >100 millimetres in height.
6. **Grass:** Grass should be maintained at a height of 100 millimetres or less, at all times. Wherever possible, perennial grasses should be used and well-hydrated with regular application of wetting agents and water efficient irrigation.
7. **Defendable space:** Within three metres of each wall or supporting post of a habitable building, the area is kept free from vegetation, however it can include ground covers, grass and non-combustible mulches as prescribed above.
8. **LP Gas Cylinders:** Should be located on the side of a building furthest from the likely direction of a bushfire or on the side of a building where surrounding classified vegetation is upslope, at least one metre from vulnerable parts of a building. The pressure relief valve should point away from the house. No flammable material within six metres from the front of the valve. LPG cylinders must sit on a firm, level and non-combustible base and be secured to a solid structure.



Table 3: Maintenance Schedule.

Frequency	Activity
Weekly (During fire season operations and prior to event)	Check all buildings for wind borne debris build up and remove.
	Check waste materials collected from site are correctly sorted and stored (i.e., green waste, refuelling in designated areas only).
	Check outdoor objects around buildings (see list below).
	Whipper snipper/grass cutter around all buildings.
	Mowing, slashing and maintaining grasses as required, more frequent during Spring and Autumn growth periods.
Monthly	Pruning climbing vegetation (such as vines) on a trellis to ensure it does not connect to a building, particularly near windows and doors.
	Check gutters are free from vegetation or overhand.
	Trimming and removing dead plants or leaf litter.
	Check no combustible materials are stored near buildings or penetrations of buildings (windows, doors, etc), includes but not limited to gas bottles, fences stored, combustible material, vines, plants etc.
Yearly (prior to bushfire season)	Ensure weeds or woody material is not encroaching into the APZ area around buildings (20m minimum), attend to any dead material through trimming and pruning, raking and removing to green waste.
	Any material from pre fire season preparation is either disposed to green waste or burn in piles away for the buildings with a 10m mineral earth break around the pile.

The above maintenance schedule is to be implemented as part of the ongoing management for the site. Prior to a fire event, flammable objects within the APZ are to be moved away from the building prior to any bushfire impact. Objects may include, but are not limited to:

- Door mats
- Outdoor furniture
- Potted plants
- Shade sails or umbrellas
- Plastic garbage bins
- Firewood stacks
- Flammable sculptures
- Playground equipment and children’s toys.

These should always be considered in the proximity to buildings and stored appropriately when not in attendance at site. Any replanting or landscaping refer to the Country Fire Authority’s Landscaping for Bushfire: Garden Design and Plant Selection (CFA, 2012) – Plant Selection Key or aim for plants within the APZ that have the following characteristics:

- Grow in a predicted structure, shape and height.
- Are open and loose branching with leaves that are thinly spread.
- Have a coarse texture and low surface-area-to-volume ratio.
- Will not drop large amounts of leaves or limbs, that require regular maintenance.
- Have wide, flat, and thick or succulent leaves.
- Trees that have bark attached tightly to their trunk or have smooth bark.
- Have low amounts of oils, waxes, and resins (which will often have a strong scent when crushed).
- Do not produce or hold large amounts of fine dead material in their crowns.
- Will not become a weed in the area.

4.2 Actions Prior to the Bushfire Season.

It is recommended that prior to the start of each bushfire season, this Evacuation Plan is reviewed and updated with assistance from a Bushfire Consultant as required. The below points should be considered, but are not limited to.

1. Review Emergency Evacuation Plan to ensure details, procedures and contact phone numbers are correct.
2. Ensure employees and other occupants are informed and familiar with the procedures laid out in the Emergency Evacuation Plan.
3. Place current version of site layout in facility in visible location(s).
4. Any issues or suggestions noted during the previous bushfire season should be actioned and amended in the Evacuation Plan.
5. Any changes to the responsible persons mentioned in this report or their associated contact details, should be reflected in the amended Evacuation Plan.
6. Any changes to evacuation routes or refuge buildings.
7. Changes to the emergency contact details or information sources to be reflected in the amended Evacuation Plan.
8. Ensure no hazards are present (for example, rubbish piles) that could contribute to increased fire intensity.
9. Ensure property access is kept clear and easily trafficable.
10. Ensure first aid kits, fire extinguishers, emergency lighting and other emergency resources are current, serviceable and accessible.
11. Display Evacuation Route and Plan in obvious and accessible position.
12. Ensure roof and gutters are free from leaf litter and debris.
13. Get an understanding of the situation by consulting a range of information sources including local ABC radio, the Emergency WA website (emergency.wa.gov.au), DFES Facebook or Twitter, 13 DFES (13 33 37) information line and local emergency services.

4.3 Actions During the Bushfire Season.

It is recommended the actions below, but not limited to are completed throughout the bushfire season.

1. Ensure evacuation plan and maps of evacuation routes are made available to all guests during their stay.
2. Take note of any relevant information regarding potential amendments or improvements that could be made to this Evacuation Plan.
3. Maintain the APZ to the Standards stated in section 4.1 of this Evacuation Plan.
4. Maintain compliance with the local government's annual firebreak and fuel load notice issued under section 33 of the Bush Fires Act 1954.
5. Ensure defensible spaces around buildings and assembly points are maintained.
6. Update contact details of the emergency management team and employees as required.
7. Ensure that on very hot days occupants are made aware that the property is located in a bushfire prone area and may be subject to closure if weather conditions are Extreme or Catastrophic Fire Danger Rating (FDR).
8. Prepare all guests during the bushfire danger period (1st November to 30th April) on bushfire evacuation procedures. Briefing of evacuation procedures by the Manager (or person responsible) to guests prior to stay.
9. Daily checks of the Fire Danger Rating (FDR).
10. Ensure all building preparedness checks are undertaken prior to and during the bushfire season (fuel reduction, cleaning gutters, maintain gardens, mow lawns).
11. Be aware of fires located within and nearby the 5km Evacuation Zone and the 10km Bushfire Awareness Zone.
12. Fuel reduction through mechanical slashing and mowing will be required to be undertaken regularly to ensure all internal grasses are maintained. Buildings are to be inspected regularly for build-up of wind-borne debris and leaf accumulation in gutters and at penetrations to buildings (doors, windows, etc). The landowner or site manager is to be responsible for implementation of the maintenance schedule, refer to Table 3.



4.4 Fire Danger Ratings

Evacuation and additional preparedness actions to be undertaken under certain Fire Danger Rating (FDR) conditions and / or Total Fire Ban (TFB) days.

The FDR tells you how dangerous a fire would be if one started. The higher the FDR, the more severe the bushfire is expected to be.

A TFB is issued for days when in the event of a fire weather conditions would make it very difficult to control and are most likely to threaten lives and property. On a TFB day, all open-air fire activities are prohibited, including campfires, cookers and ovens that use solid fuel like wood or charcoal.

It is vital that you are aware of the FDR and TFB for the areas you plan to travel in. You can find all of the current FDRs and TFB for WA [Here](#) or on the TFB information line on 1800 709 355.

Table 4: Bushfire Preparedness.

ACTION	NO RATING	MODERATE	HIGH	EXTREME	CATASTROPHIC
Site Manager to perform daily check (after 4pm) on the DFES and BoM websites to determine the Fire Danger Rating (FDR) for the following day and weekly prediction. Update employees / visitors if there is a likelihood of the site being closed due to an Extreme or Catastrophic FDR.					
BUSHFIRE PREPAREDENESS MATRIX					
Site Manager to monitor Emergency WA or DFES websites, ABC Radio or 'National Bushfire's app for fire incidents.	No Requirement for FDR checks	Min. 1pm	Min. 6.15am, 1pm, 3pm	Close site and relocate occupants. Cancel future bookings, or assist occupants to relocate away from the site until there is a reduction in FDI.	Close site and relocate occupants. Cancel future bookings, or assist occupants to relocate away from the site until there is a reduction in FDI.

Note: The Site is to be closed on Extreme and Catastrophic FDR Days.

Section 5 Bushfire Emergency Evacuation Plan

Removeable Section for use during the Bushfire Season

Site Details				
Name of Facility:	Short Stay Accommodation – Lot 601, 56 Karakatta Road			
Address:	Lot 601 (No. 56) Karakatta Road			
Suburb:	Goode Beach	State:	W.A.	Postcode 6330
Local Government Area:	City of Albany			





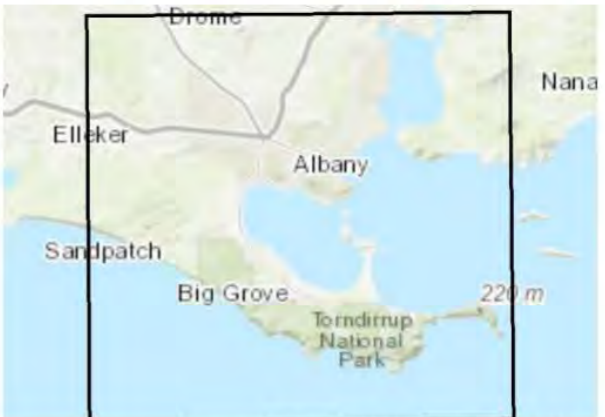


Albany Office:
29 Hercules Crescent
Albany, WA 6330
(08) 9842 1575

Denmark Office:
7/40 South Coast Highway
Denmark, WA 6333
(08) 9848 1309

Esperance Office:
2A/113 Dempster Street
Esperance, WA 6450
(08) 9072 1382







Overview Map Scale 1:500,000

Legend

- Subject Site
- 15km Bushfire Awareness Zone
- 10km Evacuation Zone
- Evacuation Route



Scale
1:85,000 @ A3
GDA MGA 94 Zone 50

Data Sources
Aerial Imagery: WA Now, Landgate Subscription Imagery
Cadastre, Relief Contours and Roads: Landgate 2017
IRIS Road Network: Main Roads Western Australia 2017
Overview Map: World Topographic map service, ESRI 2012

CLIENT

Emily Fergie
Lot 601 (No. 56) Karrakatta Road
Goode Beach, WA 6330

Figure 1 Bushfire Awareness Map

BAL Assessor JB	QA Check BT	Drawn by GSK
STATUS FINAL	FILE BAL0133-002	DATE 07/10/2021



61115006112100611270061133006113900611450061151006115700611630061169006117500611810061187006119300611990061205006121100612170061223006122900612350061241006124700612530061259006126500612710061277006128300612890061295006130100613070061313006131900

56990570400570900571400571900572400572900573400573900574400574900575400575900576400576900577400577900578400578900579400579900580400580900581400581900582400582900583400583900584400584900584900585400585900586400586900587400587900588400588900589400589900590400590900591400591900

Albany Office:
29 Hercules Crescent
Albany, WA 6330
(08) 9842 1575

Denmark Office:
7/40 South Coast Highway
Denmark, WA 6333
(08) 9848 1309

Esperance Office:
2A/113 Dempster Street
Esperance, WA 6450
(08) 9072 1382

Overview Map Scale 1:500,000

Legend

- Subject Site
- 15km Bushfire Awareness Zone
- 10km Evacuation Zone
- Evacuation Route

Scale
1:75,000 @ A3
GDA MGA 94 Zone 50

Data Sources
Aerial Imagery: WA Now, Landgate Subscription Imagery
Cadastre, Relief Contours and Roads: Landgate 2017
IRIS Road Network: Main Roads Western Australia 2017
Overview Map: World Topographic map service, ESRI 2012

CLIENT
Emily Fergie
Lot 601 (No. 56) Karrakatta Road
Goode Beach, WA 6330

Figure 2 Evacuation Route and Plan

BAL Assessor JB	QA Check BT	Drawn by GSK
STATUS FINAL	FILE BAL0133-002	DATE 07/10/2021



5 Emergency Response

5.1 Evacuation (Primary Emergency Action)

Evacuation is the primary action in the event of a bushfire, if safe to do so.

Triggers for Evacuation:

- 'Advice', 'Watch and Act' or 'Emergency Warning' alert from the Department of Fire and Emergency Services or Department of Biodiversity, Conservation and Attractions.
- Direction to evacuate from an emergency service authority.
- When a bushfire is within the 5km Evacuation Zone and along evacuation routes being Karrakatta Road, La Perouse Road, Vancouver Road and Frenchman Bay Road.
- When the Fire Danger Rating (FDR) is "Extreme" or "Catastrophic".
- Also be aware of any bushfire within the 10km Bushfire Awareness Zone and be ready to implement evacuation procedures if required or directed by emergency services.

The designated evacuation location is the **Albany Leisure and Aquatic Centre**.

Early evacuation should always be the primary action – you should never 'wait and see what happens'. Sheltering-in-place during a bushfire should be a **Last Resort Option**, when all other plans fail, and occupants are unable to leave due to there being insufficient time to evacuate early to a safer place well away from the fire; or emergency services advise, through official warnings, that sheltering-in-place is the safest option.

5.2 The Procedures for Evacuation:

Managers are to lead the evacuation procedures and ensure the occupants have a clear direction of the below procedures. Evacuation is considered the safest alternative, provided adequate time is available to complete the evacuation safely. Evacuating well in advance of a fire's predicted arrival time is safer than remaining on-site.

- The Managers are to confirm with lead agencies (DFES or other Emergency Service) prior to evacuation and provide the directions to the occupants.
- Managers are to contact the occupants and provide direction; occupants should gather in one location and prepare to evacuate. If phone contact is unavailable occupants are to follow directions of emergency services or evacuate to Albany along the defined travel route if it is safe to do so. See Section 5.4.
- Managers should ensure the occupants have sufficient space in vehicles to account for all occupants. If there is not enough space for all occupants in the designated vehicles, the manager should organise for alternative transport.
- The youngest children or persons with support needs, should be in the first evacuating vehicle.
- Managers and occupants should monitor the ABC local radio (Great Southern – 630 AM) regularly for local bushfire information (weather trends, warnings and bushfire locations).
- Managers should look to identify the bushfire location on the Bushfire Awareness Map (Figure 1), consider the wind direction and identify the direction the fire might be traveling.
- Managers should ensure the evacuation route is safe to travel, alternative routes may be available and safer.
- If safe to do so, as directed, the occupants should evacuate the property to a safer location (Albany Leisure and Aquatic Centre).



- Continue to monitor the situation, the evacuation route may become untenable.

If the route is no longer considered safe to evacuate, occupants may be required to Shelter in Place, managers to follow direction from Lead Agencies (DFES or other Emergency Service).

5.3 Managers Responsibilities

The Managers, Emily Fergie and Sophie Pietersen have the following responsibilities during evacuation. Section 5 of this Evacuation Plan should be printed out and made available to the occupants prior to their stay to aid evacuation in the event of a bushfire:

- Arrange for communication with Lead Agencies (DFES or other Emergency Service) and advise them of the emergency situation (include phone number).
- Contact the occupants and ensure they are aware of the bushfire emergency; occupants should gather in one location and prepare to evacuate. If phone contact is unavailable occupants are to follow directions of emergency services or evacuate to Albany along the defined travel route if it is safe to do so. See Section 5.4.
- Occupants will generally have arrived in their own transport and will be directed to leave the property immediately via the driveway to Karrakatta Road (see Figure 2).
- Ensure all persons are accounted for prior to departure (use client listing).
- Ensure occupants understand the evacuation procedure.
- Contact off-site location (Albany Leisure and Aquatic Centre) and inform them of pending arrival.
- Maintain situational awareness through radio, DFES website, ABC radio, smart phone applications and local firefighting resources.
- Manager (person responsible) to advise the local emergency service (include phone number) that all the persons have been evacuated and are accounted for and safe at the designated location.
- If in the event occupants are unable to drive or do not have a vehicle available, people must group into other available vehicles or alternative transport must be arranged to assist.
- At the designated off-site location, move all persons inside and ensure all persons are accounted for and safe.



5.4 Evacuation Route (Albany Leisure and Aquatic Centre – 24.7km)

Managers are to provide evacuation plan and maps of evacuation routes to occupants prior to stay. If the managers have made the decision to evacuate the occupants and the below evacuation route is safe, follow the direction below to the Albany Leisure and Aquatic Centre.

1. Exit private driveway, continue straight onto Karrakatta Road and head southeast along Karrakatta Road towards La Perouse Road (650m).
2. Turn right onto La Perouse Road proceed south east (561m).
3. Continue on La Perouse (changes to) Vancouver Road and head southeast towards Frenchman Bay Road (1.2km)
4. Turn right onto Frenchman Bay Road and head south-southeast then west to Albany (17.8km)
5. At the intersection turn left onto Hanrahan Road and head north (2.3km).
6. At the roundabout take the fourth exit to Albany Highway and continue southeast to Barker Road (1.6km).
7. Turn left onto Barker Road and head towards the Albany Leisure and Aquatic Centre car park (664m).

Note: there are roadworks present in 2023/2024 at the Hanrahan Road and Frenchman Bay Road intersections and a modified road layout may be incurred during the construction of the Albany Outer Ring Road project.

5.5 Shelter in place (Secondary Emergency Action)

Shelter in place If evacuation is not possible (This is a last resort option).

Sheltering-in-place during a bushfire should be a last option, when all other plans fail, and occupants are unable to leave due to there being insufficient time to evacuate early to a safer place well away from the fire; or emergency services advise, through official warnings, that sheltering-in-place is the safest option.

What to do if caught IN A BUILDING during a bushfire.

Sheltering in place is a **last resort option**, and should only occur if it is too late to safely evacuate. If you have to shelter in place, please follow the DFES “Sheltering in Your Home” fact sheet attached.

Land owners should not rely on emergency personnel to attend their property and thus it is stressed to prepare an individual bushfire emergency plan regarding their intentions and property. More information can be gained from the DFES website (s):

www.dfes.wa.gov.au

www.emergency.wa.gov.au





5.6 Emergency Management Team Contact List

Name	Organisation	Contact Details
Emily Fergie	Landowner / Manager	0404 076 323
Sophie Pietersen	Site Manager	0455 033 001
Kathryn Kinnear	Bio Diverse Solutions (Bushfire Consultant)	0447 555 516
Additional Emergency Management Team Personnel		
Name	Organisation	Contact Details

5.7 List of Emergency Contacts

Name of Organisation	Office/Contact	Phone number/website
DFES	Emergency and Fire	000
DFES	Emergency Information	13 33 37 DFES - Department of Fire and Emergency Services
DFES	Speech or Hearing Impediment	106
DFES	If calling from a satellite phone or from international or interstate	+61 8 9395 9395
Emergency WA	Warnings and Incidents	Home - Emergency WA Warnings & Incidents
WA Ambulance	Accident/Injury	000
WA Police	Criminal Activity	000
Bureau of Meteorology (BoM) Recorded Information	Recorded Information	1300 659 213
SES	Emergency Assistance	132 500
Main Roads WA	Traffic Incidents and Road Closures	138 138
Albany Police	Local Police	(08) 9892 9300
Albany Health Campus	Medical	(08) 9892 2222

Radio:

- ABC: Albany – Local Radio (630 AM)

Internet Sites:

- ABC Emergency Website - [ABC Emergency](#)
- Prepare your property – [property-preparation-dfes-checklist.pdf](#)
- Emergency WA – www.emergency.wa.gov.au
- DFES on Facebook – www.facebook.com/dfeswa
- DFES on Twitter – www.twitter.com/dfes.wa
- National Bushfires app – ****Australia's Number 1 Bushfire App**** (bushfireblankets.com)



Australian Fire Danger Rating System

Moderate: Plan and prepare.

Most fires can be controlled. Stay up to date and be alert for fires in your area.

High: Be ready to act.

Fires can be dangerous. Decide what you will do if a fire starts. Leave bushfire risk areas if necessary.

Extreme: Take action now to protect your life and property.

Fires will spread quickly and be extremely dangerous. Put your bushfire plan into action. If you and your property are not prepared to the highest level, plan to leave early.

Catastrophic: For your survival, leave bushfire risk areas.

These are the most dangerous conditions for a fire. If a fire starts and takes hold, lives are likely to be lost. Homes cannot withstand fires in these conditions.



When there is minimal risk, Fire Danger Ratings will be set to **'No Rating'**. On these days you still need to remain alert and abide by local seasonal laws and regulations.



Monitor conditions and [emergency.wa.gov.au](https://www.emergency.wa.gov.au) for ratings and bushfire warnings. If a fire starts near you, take action immediately to protect your life. Do not wait for a warning.



Your life may depend on the decisions you make, even before there is a fire. Create or review your bushfire plan at mybushfireplan.wa.gov.au



This report item is intended to be a guide only. It does not constitute a contract or any other form of legal liability. DFES makes no representation as to the accuracy or suitability of the information provided. DFES accepts no liability for any loss or damage, whether one or more, that may be suffered by any person, directly or indirectly, as a result of using this information.



Fire Danger Ratings and Bushfire Warnings

➤ **When a bushfire starts, things can change in a matter of minutes so it's important to stay up to date through official information sources.**

During a bushfire, emergency services will provide you with as much information as possible, but no system is foolproof. If you believe you are in danger, act immediately to stay safe and do not wait for a warning.

If you see smoke or flames call Triple Zero (000) and put your bushfire plan into action immediately.

Bushfire warning levels change to reflect the increasing risk to your life or property, and the decreasing amount of time you have until the fire arrives.

The warning levels for bushfires are:

Advice	Watch and Act	Emergency Warning	All Clear
			
<p>A fire has started but there is no immediate threat to lives or homes. Be aware and keep up to date.</p>	<p>There is a possible threat to lives or homes. You need to leave or get ready to defend – do not wait and see.</p>	<p>There is a threat to lives or homes. You are in danger and need to take immediate action to survive.</p>	<p>The danger has passed and the fire is under control. Take care and remain vigilant in case the situation changes.</p>

Where to find ratings and warnings:

- Emergency WA emergency.wa.gov.au
- DFES Emergency Information Line 13 DFES (13 3337)
- ABC Radio or 6PR - Your local radio frequency
- DFES Facebook facebook.com/dfeswa
- DFES Twitter twitter.com/dfes_wa



Make a plan

Dangerous bushfires can start at any time and can quickly turn into a life-threatening situation for you and your loved ones. Your safety will depend on how prepared you are and the decisions you make.

Create a bushfire plan in under 15 minutes at mybushfireplan.wa.gov.au

For more information visit dfes.wa.gov.au/prepare

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HOW DO I KEEP INFORMED?



FIRES CAN HAPPEN SUDDENLY AND CHANGE QUICKLY, SO DON'T RELY ON RECEIVING A WARNING. It's your responsibility to stay informed and alert. Be flexible – get emergency information from multiple sources and never rely on any one source of information. **Take these four steps to help you keep informed about bushfires and emergencies near you:**



STAY CONNECTED

Connected communities are safer communities.

Join a Bushfire Ready Group to get to know the risk in your local area.

Keep in contact with neighbours, friends and family, especially during high fire-risk day.

Talk to your local brigade about how to prepare for a bushfire.



STAY ALERT

If you can see or smell a bushfire – that's your warning.

Your surroundings could be the best source of information.

If you live in, or near bush, you need to stay alert. If there are signs of a bushfire you could be in danger. Act immediately to keep you and your family safe.



KEEP YOUR DETAILS UP TO DATE

A telephone warning might be sent to your mobile phone or landline in extreme circumstances. This warning system (Emergency Alert) uses the address held by your phone company.

Keep your address details up to date with your phone company to give yourself the best chance of receiving a warning if one is issued.



MONITOR OFFICIAL WARNINGS

During an emergency monitor what's happening. You can find bushfire alerts and warnings at:

Emergency WA
emergency.wa.gov.au

DFES Public Information
13 DFES (13 3337)

DFES Facebook
facebook.com/dfeswa

DFES Twitter
twitter.com/dfes_wa

ABC Radio or 6PR
Your local radio frequency

RSS feeds
[subscribe via www.emergency.wa.gov.au]



For more information visit dfes.wa.gov.au/bushfire

or contact DFES Community Preparedness: Community.Preparedness@dfes.wa.gov.au

or 9395 9816

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HOW FIREPROOF IS YOUR PLAN?



Preparing your Emergency Evacuation Kit LEAVE EARLY



IN A BUSHFIRE, YOUR HOUSE IS UNSAFE AND MAY BE DAMAGED OR DESTROYED.

Your Emergency Evacuation Kit should include the essential items you need to keep your family comfortable and safe. Prepare your Emergency Evacuation Kit before bushfire season and keep it in an accessible spot. Make sure everyone knows where it is kept.



Our Emergency Evacuation Kit list:

- Important/legal documents
- Precious items (jewellery, medals)
- Clothing for everyone
- First aid kit
- Drinking water, food for the trip
- Personal hygiene items

Prepare your emergency kit before bushfire season.



Items to grab when leaving:

- Wallet
- Medications, life support equipment
- Phone and charger
- House and car keys
- Laptop and charger
- Pets and supplies (food, bowl, cage, leash, etc.)



For more information visit
dfes.wa.gov.au/bushfire

or contact DFES Community Preparedness:
Community.Preparedness@dfes.wa.gov.au

or 9395 9816

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HOW FIREPROOF IS YOUR PLAN?



BUSHFIRE PROTECTIVE CLOTHING



IT DOESN'T MATTER IF YOU'RE STAYING OR LEAVING, EVERYONE NEEDS PROTECTIVE CLOTHING.
Prepare for everyone in your household before bushfire season and store with your Emergency Kit.



- Thick loose fitting clothing made from natural fibres (wool, cotton, denim).
- Long sleeved shirt and a thick woollen coat.
- Trousers or long pants.
- Sturdy boots.



- Thick woollen or cotton socks.
- Wide brimmed helmet or hat to protect your head and shoulders.
- Gloves.
- Fire protection goggles/glasses.
- Smoke or particle mask, or wet cloth.



Remember to have a place where everyone can shelter already decided before a bushfire threatens.



For more information visit:
dfes.wa.gov.au/bushfire

or contact DFES Community Preparedness:
Community.Preparedness@dfes.wa.gov.au

or 9395 9816

TRAVELLING DURING A BUSHFIRE



BUSHFIRES CAN START WITHOUT WARNING. People have been killed or seriously injured during bushfires. If you are travelling or staying near bushland, fire is a real risk to you. **Pack an emergency kit including important items such as woollen blankets, drinking water and protective clothing.**



IF THERE IS A LOT OF SMOKE

- Slow down as there could be people, vehicles and livestock on the road.
- Turn your car headlights and hazard lights on.
- Close the windows and outside vents.
- If you can't see clearly, pull over and wait until the smoke clears.

IF YOU BECOME TRAPPED BY A FIRE

Sheltering inside a vehicle is a very high risk strategy. It is unlikely that a person will survive in all but the mildest circumstances.

- Park the vehicle off the roadway where there is little vegetation, with the vehicle facing towards the oncoming fire front.
- Turn the engine off.
- Close the car doors, windows and outside vents, **and call 000.**
- Stay in the car until the fire front has passed. Stay as close to the floor as possible and cover your mouth with a damp cloth to avoid inhalation of smoke.
- Stay covered in woollen blankets, continue to drink water and wait for assistance.
- Once the front has passed and the temperature has dropped, cautiously exit the vehicle.

IMPORTANT INFORMATION

- Find the local ABC radio frequency in the area. Stay up to date in a major emergency, when lives and property are at risk, ABC radio will issue broadcast warnings at a quarter to and a quarter past the hour.
- Main Roads provides updated information on road closures throughout WA. Call 138 138 or www.mainroads.wa.gov.au
- Check the weather forecast and current fire restrictions. Be aware of the Fire Danger Rating for the area you are travelling to and be prepared to reassess your plans.
- Download the Bushfire Traveller's Checklist at www.dfes.wa.gov.au

For more information visit dfes.wa.gov.au/hushfire

or contact DFES Community Preparedness Community.Preparedness@dfes.wa.gov.au

or 9395 9816



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HOW FIREPROOF IS YOUR PLAN?

SHELTERING IN YOUR OWN HOME



SHELTERING IN YOUR HOME DURING A BUSHFIRE SHOULD BE YOUR LAST OPTION, WHEN ALL OTHER PLANS FAIL AND YOU ARE UNABLE TO LEAVE. You need to be well prepared if you can no longer leave your property. Have an emergency kit prepared and ensure there is protective clothing and masks for everyone who may need to shelter.



IF IT IS TOO LATE TO LEAVE THE PROPERTY:

- Stay in the house when the fire front is passing.
- If people are expecting you to leave, let them know you are now staying.
- People have died sheltering in bathrooms and other rooms without an exit door.** Take shelter inside in a room with two exits, furthest from the fire front. At least one exit must lead outside (do not shelter in your bathroom).
- Make sure all doors and windows are sealed as best as possible.
- Soak towels and rugs in water, and lay them along the inside of external doorways.
- Keep woolen blankets handy for protection against radiant heat.
- Take down curtains and push furniture away from windows.
- Remove flammable items from outside the house - like door mats.
- Get down low to limit your exposure to smoke.
- Actively defend your property by putting out spot fires.
- Remember to check the roof cavity through the manhole for any spot fires.
- Drink plenty of water to avoid becoming dehydrated.
- Shelter in the house for as long as possible.
- If your house catches fire and the conditions inside become unbearable, leave through the door furthest from the approaching fire and go to an area that has already been burnt.
- People die in a bushfire from radiant heat. Protect yourself with thick long sleeves and long trousers, strong leather boots, gloves and head protection.



For more information visit
dfes.wa.gov.au/bushfire

or contact DFES Community Preparedness:
Community.Preparedness@dfes.wa.gov.au

DF 9395 9816

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HOW FIREPROOF IS YOUR PLAN?



Appendix E

City of Albany Fire Management Notice

FIRE MANAGEMENT NOTICE

2022 - 2023



FIRST AND FINAL NOTICE IS HEREBY SERVED TO ALL LAND OWNERS AND OCCUPIERS IN THE CITY OF ALBANY
These are your legal requirements. Please read carefully and retain for future reference.

This Notice constitutes the City of Albany Fire Management Notice and is issued under Section 33 of the *Bush Fires Act 1954*.

You are required to prepare and maintain your property for the fire season. This Notice sets out the actions you must take.

All fire mitigation measures **must remain in place until the completion of the fire season.**

PENALTIES MAY APPLY

City of Albany officers are authorised to enter private property, without notice to the owner, in order to confirm compliance with this notice. If you fail to comply with the requirements contained within this Notice, penalties under the *Bush Fire Act 1954* may apply.



REPORT ITEM DIS 388 REFERS

Significant Dates

NORTH EAST SECTOR FIRE SEASON	
1 October 2022 – 14 November 2022	Restricted Burning permits required
1 October 2022	Requirements of Fire Notice MUST be in place and maintained
15 November 2022 – 15 February 2023	BURNING PROHIBITED
16 February 2023 – 30 April 2023	Restricted Burning permits required

SOUTH WEST SECTOR FIRE SEASON	
1 November 2022 – 14 December 2022	Restricted Burning permits required
1 December 2022	Requirements of Fire Notice MUST be in place and maintained
15 December 2022 – 14 March 2023	BURNING PROHIBITED
15 March 2023 – 14 May 2023	Restricted Burning permits required

These dates are subject to change. Any changes will be published in local newspapers and on the City of Albany website at www.albany.wa.gov.au



REPORT ITEM DIS 388 REFERS

Prohibited Burning Times

It is an offence to light an unauthorised fire during the Prohibited Burning Time.

Penalties of up to \$25,000 or 12 months imprisonment, or both, may apply under the *Bush Fires Act 1954*.

Restricted Burning Times

You must not light a fire without a permit during the Restricted Burning Time. All permit holders must comply with the requirements of the *Bush Fire Act 1954* and any additional conditions imposed.

These dates are subject to change depending on the prevailing weather conditions. Any changes will be published in local newspapers and on the City of Albany website at www.albany.wa.gov.au

Variations to Requirements

If you cannot meet the fire management requirements listed in this Notice, you must apply for a variation or submit a Bush Fire Management Plan.

If approved, the conditions of the approval and application are to be complied with.

For details, please visit the City's website at www.albany.wa.gov.au

Bush Fire Management Plans

Approved Bushfire Management Plans are a strategy for specific fire risk management and can encompass singular or multiple properties. The City will only accept plans completed by an accredited Bush Fire Planning and Design practitioner. Where an approved Bushfire Management Plan is in place, all properties covered by the Plan are to comply with the conditions of the plan. Please contact the City of Albany Planning Department on 6820 3000 for more details.

REPORT ITEM DIS 388 REFERS

Definitions

Brigade zone- the designated response area for specific volunteer bush fire brigades. A larger map than the one in this notice is available at www.albany.wa.gov.au

Fine fuel- Grasses and combustible dead vegetation matter less than 6mm in thickness reduced to and maintained at an average of 2 tonnes/hectare or below. Does not include processed mulch below an average depth of 50mm

Harvest and Movement Bans- A municipality specific prohibition on the use of combustion powered vehicles driven in paddocks or bush areas, harvesting, and 'hot works' (includes welding, grinding, soldering and gas cutting) in the open air. Christmas Day and New Year's day are automatically declared as harvest and movement ban dates.

Hazard Specific Fire Break- a 3 metre low fuel area around flammable hazards with vegetation maintained below 50mm. Includes but is not limited to; Haystacks, non-dwelling sheds, green power domes, power poles and fuel storage areas.

North East/ South West Sector- division of brigade boundaries in relation to where they are located within the Albany region. A map is available at www.albany.wa.gov.au

Perimeter fire break- a continuous access track that has standard dimensions of 3 metres wide with 4 metres vertical clearance, located within 20 metres of the property boundary & with the capacity to allow a firefighting truck to safely navigate the interior perimeter of the property. All vegetation on the break is to be maintained below 50mm in height.

Strategic fire break- a designated emergency access route included into subdivisions at a planning stage. Contact the City of Albany Planning Department to see if your subdivision has specific fire mitigation requirements.

REPORT ITEM DIS 388 REFERS

Total fire ban- a DFES declaration on days of extreme weather or when widespread fires are seriously stretching firefighting resources. Certain activities and the lighting of any fires are restricted or prohibited. Refer to www.dfes.wa.gov.au for more information.

Asset Protection Zones

All properties, regardless of size must meet Asset Protection Zone (APZ) (building protection zone and hazard separation zones) requirements.

An Asset Protection Zone is an area of at least 20 metres (as far as practicable) within a property boundary that surrounds all habitable buildings to reduce the bushfire hazard and create a defensible space.

Under new legislation, properties with dwellings built before 2015 may be able to clear APZ vegetation regardless of scheme or zoning restrictions. *A copy of the Bush Fire Treatment Standards can be obtained at the DFES website www.dfes.wa.gov.au*

For all other properties the following applies:

- Fine Fuel (*refer to definitions*) and other dead vegetation must be removed or reduced so that, in opinion of an inspecting City Of Albany officer, it does not constitute an unacceptable fire risk
- Branches that have the potential to fall on the house must be removed
- Clearance of 2.5 metres between trees and power lines

Vegetable gardens, tended lawns, landscaped gardens and trees are acceptable if maintained.

REPORT ITEM DIS 388 REFERS

Additional recommendations on how to prepare your APZ to mitigate fire risk are available on the City of Albany and the Department of Fire and Emergency services (DFES) websites.

Conservation, Special Residential & Rural Residential (Special Rural) Zones

Properties located in these zones may be subject to specific fire mitigation requirements contained in the Albany Local Planning Scheme, a subdivision guide plan (structure plan) or an approved Bush Fire Management Plan.

All bush fire mitigation conditions that apply to your property are to be complied with.

Conditions may include (but are not limited to):

- Additional Asset Protection Zone (APZ) requirements.
- Compliant access to dwellings.
- Permanent water supply.
- Maintenance of Strategic Fire Access Routes.
- Vegetation protection. *(may not apply to clearing for APZ installation, refer APZ section of this notice)*

Any zoned properties without the above fire mitigation provisions are to comply with the conditions of this notice.

Paddock and grassed areas are to be maintained to reduce fine fuel loading.

For more information or to check your properties zoning, please contact the City of Albany Planning Department on 6820 3000.

REPORT ITEM DIS 388 REFERS

Properties up to 4,000m²

(May exclude some Conservation, Special Residential and Rural Residential zoned properties.)

The following mitigation requirements apply to vacant and developed land with an area of 4,000m² or less:

- Asset Protection Zone conditions
- Fine fuel load (see definitions) is to be reduced and maintained to an average of no more than two tonnes per hectare across the whole property
- Install hazard specific fire breaks

Properties 4,000 m² to 50 Ha

(May exclude some Conservation and Rural Residential zoned properties.)

The following fire mitigation measures apply to vacant and developed land with an area between 4,000m² and 50 Ha:

- Perimeter fire breaks.
- Hazard specific fire breaks.
- Asset Protection Zone conditions.
- Maintain fine fuel load to an average of 8 tonnes per hectare or less across the whole property.

Properties over 50 Ha

Non-agricultural Properties

Non-agricultural properties with an area over 50 Ha require the following measures:

- Hazard specific breaks, Asset Protection Zone conditions and perimeter fire breaks.

REPORT ITEM DIS 388 REFERS

You can apply for a Variation to Requirements if your property is managed in a way that:

- reduces the risk of bush fire; or
- You have additional capacity for preventing the outbreak and/or spread of bushfire.

Agricultural properties

During **restricted and prohibited burning times**, all harvesting machinery, including tractors and trucks that are involved in harvesting operations must carry a fire extinguisher

You can apply for a Variation to Requirements if your property is managed in a way that:

- reduces the risk of bush fire; or
- you have additional capacity for preventing the outbreak and/or spread of bushfire.

If a Variation is not granted the following requirements apply:

- Asset Protection Conditions.
- Hazard specific fire breaks.
- Perimeter fire breaks.
- Cropping paddocks must be broken into compartments not exceeding 250Ha in area each separated by internal fire breaks.
- During harvest operations, a fully operational self-propelled (i.e. not trailer mounted) firefighting unit with a minimum water capacity of 600 litres is to be located in the paddock being harvested. Where two or more harvesting machines are operating, the minimum water capacity is to be 1,000 litres.

REPORT ITEM DIS 388 REFERS

Plantations & Regeneration Lots

Owners and lessees of plantation and regeneration lots must comply with the conditions detailed in DFES *Guidelines for Plantation Fire Protection*. (Available from the DFES website at www.dfes.wa.gov.au)

The following measures are also required (unless a variation has been granted by the City of Albany):

- Provide a red PVC container at the main entry point to the property containing map(s) showing water points, tracks and contact details.
- Ensure the property is broken into compartments not exceeding 250Ha in area and separated by internal fire breaks 6 metres wide and with 4 metres vertical clearance.
- Install a 15 metres wide fire break devoid of vegetation with a height above 50mm under all power lines.



	EMERGENCY WARNING There is a threat to lives or homes. You are in danger and need to take immediate action to survive.
	WATCH AND ACT There is a possible threat to lives or homes. You need to leave or get ready to defend – do not wait and see.
	ADVICE A fire has started but there is no immediate threat to lives or homes. Be aware and keep up to date.

Where can I get information during an emergency?

- 🌐 emergency.wa.gov.au
- 📞 13 DFES (13 33 37)
- 📱 @dfeswa
- 📱 @dfes_wa
- 📻 Local ABC Radio

REPORT ITEM DIS 388 REFERS

Cooking Fires

NO COOKING FIRES ARE TO BE LIT DURING A TOTAL FIRE BAN

Public land

Unauthorised fires are prohibited on all City of Albany land throughout the year.

This includes

- City of Albany reserves.
- Campsites.
- Beaches.
- Council road verges.

Gas appliances can be utilised and the City provides free BBQ facilities at multiple locations for public use.

Private land

Cooking or BBQ style encapsulated fires (solid fuel) can be used on private land during the fire season under the following conditions:

- the fire is not lit on a day where the Fire Danger Forecast is “very high” or above (approval from the City of Albany can be granted in special circumstances).
- the fire has a 3 metre zone clear of flammables.
- the fire is fully contained to prevent escape.
- the fire is attended at all times.
- sufficient water is available to extinguish fire.
- the fire and any remnants are completely extinguished with no possibility of re-ignition.

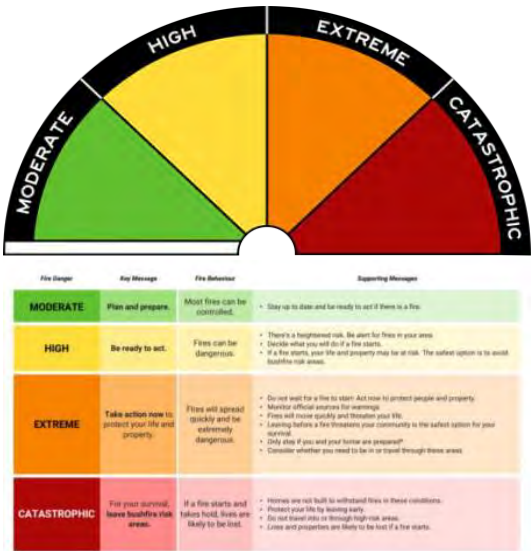
REPORT ITEM DIS 388 REFERS

Fire Danger Rating

The Australian Warning System (AWS) is an easy-to-understand warning system to help you stay safe during an emergency, no matter where you are. Recent changes to this system include changes to the bushfire warning colours, as well as new nationally consistent hazard icons on www.emergencywa.gov.au (refer page 9)

Fire Danger Ratings (FDRs) tell you how dangerous a fire would be if one started. The higher the FDR, the more severe the bushfire will be. They are based on weather conditions forecast by the Bureau of Meteorology.

Western Australia has joined with other states and territories to deliver nationally consistent emergency information through the implementation of the Australian Warning System.



REPORT ITEM DIS 388 REFERS

Disclaimer:

The City of Albany, or a contractor engaged by the City, may enter your land to install fire breaks or reduce fuel loads with any expenses incurred charged to the landowner.

Any 'variation to requirements' approval you hold may be declared void.

Clearing or the removal of native vegetation beyond the requirements of this notice may require permission from other legislative authorities.

The City of Albany may vary a requirement or condition of this Notice at its discretion.

This notice is issued and authorised by:

Andrew Sharpe
Chief Executive Officer

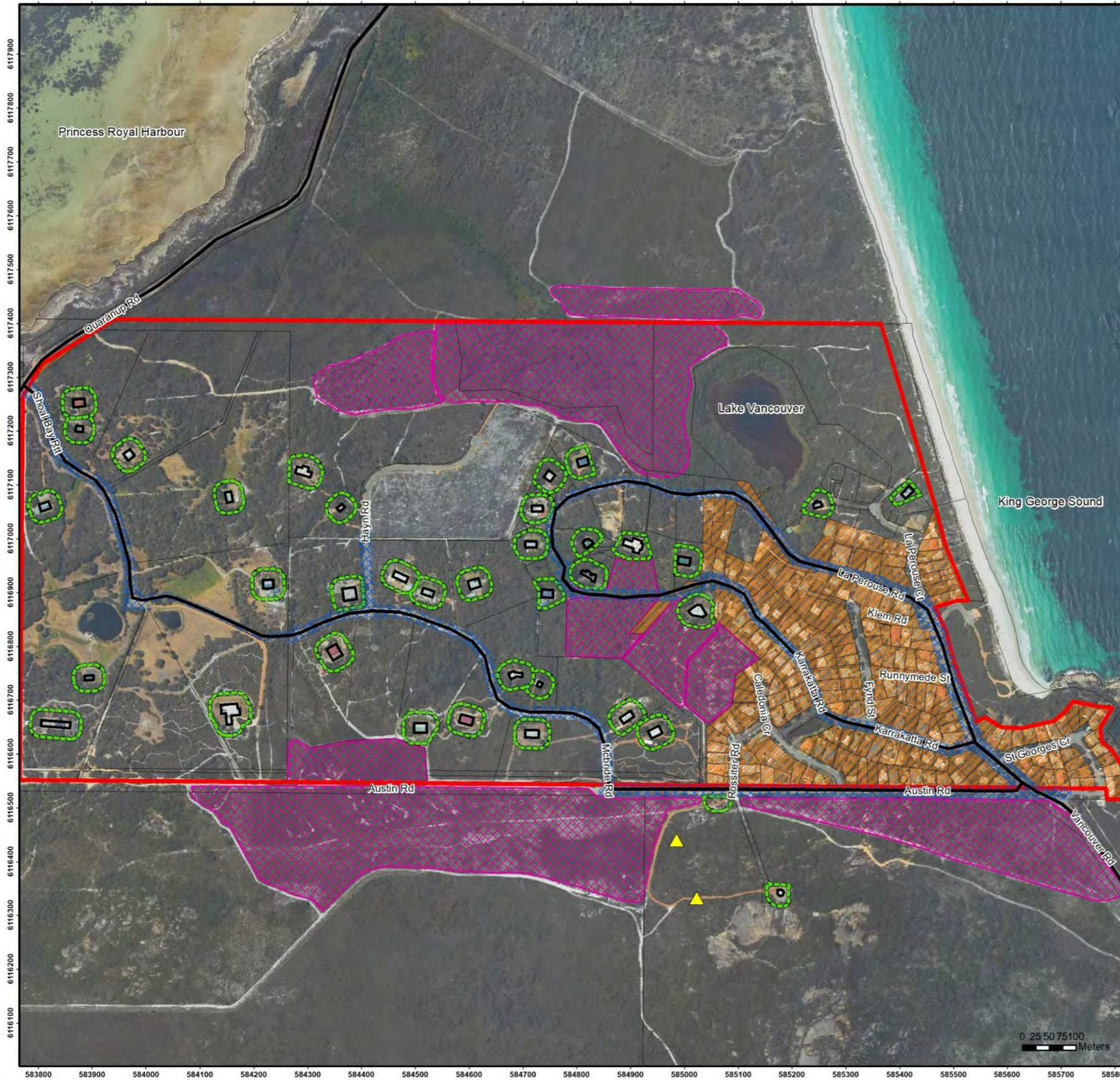


102 North Road, Yakamia
PO Box 484, ALBANY WA 6330
Phone 6820 3000 Fax 6820 3888
Email staff@albany.wa.gov.au
www.albany.wa.gov.au

Appendix F

Bushfire Resilience in the Great Southern (BRIGS)

Recommendations



This BAL Plan was prepared by:
 Kathryn Kinnear, Bio Diverse Solutions
 Accreditation No: BPAD30794
 Jurisdiction: Level 2 - WA

BPAD
 Bushfire Planning & Design
 Accredited Practitioner
 Level 2

BIO DIVERSE SOLUTIONS
 29 Hercules Crescent
 Albany, WA 6330
 Australia
 Tel: 08 9842 1575
 Fax: 08 9842 1575

Overview Map Scale 1:100,000

Legend

- Subject Site
- EAR
- Cadastre
- Existing_dwelling
- APZ
- Fire Management Notice to apply
- Fuel Reduce
- Prescribed Burn
- Threatened and Priority Flora

Scale
 1:7,000 @ A3
 GDA MGA 94 Zone 50

Data Sources
 Aerial Imagery: WA Now, Landgate Subscription Imagery
 Cadastre, Relief Contours and Roads: Landgate 2017
 IRIS Road Network: Main Roads Western Australia 2017
 Overview Map: World Topographic map service, ESRI 2012

CLIENT
 City of Albany
 Goode Beach Precinct
 Albany, WA 6330

Figure 6. Program of Works

BAL Assessor KK	QA Check BT	Drawn by SA
STATUS FINAL	FILE DFES001	DATE 02/07/2020



This BAL Plan was prepared by:
 Kathryn Kinnear, Bio Diverse Solutions
 Accreditation No: BPAD30794
 Jurisdiction: Level 2 - WA

BPAD
 Bushfire Planning & Design
 Accredited Practitioner Level 2

BIO DIVERSE SOLUTIONS

29 Hercules Crescent
 Albany, WA 6330
 Australia
 Tel: 08 9842 1575
 Fax: 08 9842 1575

Overview Map Scale 1:100,000

Legend

- Subject Site
- Cadastre
- Emergency Access Routes (EAR)
- Fire Service Access (FSA)
- Emergency Access Way (EAW)
- Proposed Public Road (options)
- Public Drinking Water Supply (PDWS)
- Dead End Road
- Turn Around Area
- Water Point (new)
- Hydrants

Scale
 1:7,500 @ A3
 GDA MGA 94 Zone 50

Data Sources
 Aerial Imagery: WA Now, Landgate Subscription Imagery
 Cadastre, Relief Contours and Roads: Landgate 2017
 IRIS Road Network: Main Roads Western Australia 2017
 Overview Map: World Topographic map service, ESRI 2012

CLIENT
 City of Albany
 Goode Beach Precinct
 Albany, WA 6330

Figure 8. Access & Water

BAL Assessor KK	QA Check BT	Drawn by SA
STATUS FINAL	FILE DFES001	DATE 02/07/2020

Table 3: Hierarchy of application of works on Shire managed road reserves & crown reserves.

Action	Description	Works area
Fuel reduction to 20m	The Emergency Access Routes (EAR) apply and vegetation is fuel reduced in identified in primary access route to Albany via Vancouver and Frenchman Bay road reserve as priority to low fuel standards for strategic firefighting capabilities and for safe and timely public evacuation. Consultation with adjacent neighbours DPAW as required.	Operations/ Maintenance
	The Emergency Access Routes (EAR) apply and vegetation is fuel reduced in identified in EAR's to cadastral boundaries to low fuel standards for strategic firefighting capabilities and for safe and timely public evacuation. Secondary EAR's identified through the precinct include: <ul style="list-style-type: none"> • Austin Road; • McBride Road, • Shoal Bay Retreat; • Quaranup Road; • Karakatta Road; and • La Perouse Road. 	Operations/ Maintenance
Fuel reduction -mechanical	A 10m Low fuel area applied along southern edge of Austin Road in Tomdirrup NP to reduce flame and ember attack to residential areas in the south east of precinct. (noting combined with a 20m road reserve gives a 30m separation to bushfire fuels))	DBCA & LGA capital works/ maintenance
	All public roads within the precinct are maintained from tree overhang, mowed and slashed regularly.	Operations/ Maintenance
	Assist with fuel reduction around all WCWA water structures and critical assets. Joint agreements may be required with LGA and/or private property.	LGA & WCWA
	A regular maintenance regime on all internal precinct public roads, mowing verges, trimming overhead branches and all powerlines.	Maintenance
Fuel reduction burning	Consider small fuel reduction burns close to the community in crown managed reserves to assist with fire fighter protection and suppression activities.	Operations/ Maintenance
Removing one-way accesses (cul-de-sacs) EAW	Emergency Access Ways (EAW) apply to link cul-de-sac roads at: <ul style="list-style-type: none"> • Karakatta Road to La Perouse Road. • McBride Road to Shoal Bay Retreat (if public access is not feasible) • Austin Road (if public road not feasible). • La Perouse Road to Hayn Road (if public road not feasible). 	Capital works
	EAW's to be gated but not locked, construction standards to meet Table 4 minimum requirements.	
Fire Service Access (FSA) Strategic fire access	Extend Fire Service Access (FSA) networks linking into and out of precinct, rationalise and formalise (all CoA reserve, DBCA and Private lands shown on mapping).	Capital Works/ maintenance
	Turnaround areas clearly defined in any FSA's or terminating road networks. Minimum requirements to meet Figure 9 standards.	
	Continue to maintain existing, upgrade/establish FSA's to vehicle access standards Table 4.	

Table 3 cont.

Action	Description	Works area
Future public road network	Consider extension to the public road network for timely evacuation of precinct north to Quaranup Road or east along Shoal Bay Retreat.	Planning/ Capital works
Future public road network	Consider extension to the public road network for timely evacuation of precinct east along Austin Road.	Planning/ Capital works

All access is to meet the minimum maintenance requirements, refer to Table 4.

Table 4: Vehicular Access Technical Requirements for Precinct

Technical requirements	Public Roads	Fire Service Access (FSA)	Emergency Access Routes (EAR) and Emergency Access Ways (EAW)
Minimum trafficable surface (m)	6m	4m	6m
Horizontal clearance (m)	*8m	*6m	*6m
Vertical clearance (m)	4.5	4.5	4.5
Low Fuel Maintenance Zones	As per current req's to back slope of drain	6m	To road reserve boundary
Maximum grades	1 in 10	N/A	1 in 10
Minimum weight capacity (t)	15	N/A	15
Maximum crossfall	1 in 33	N/A	1 in 33
Curves minimum inner radius (m)	8.5	N/A	8.5

* Denotes the width can include a 6m wide paving with one metre wide constructed road shoulders.

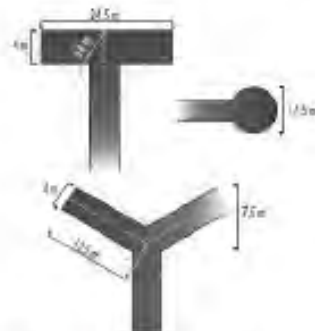


Figure 9: Turnaround design requirements (WAPC, 2017)

5.3. Water Sources for bushfire

The water supply for the precinct is via the Albany reticulated water scheme supplied by Water Corporation Western Australia (WCWA). The primary pumping station is located to the west of the precinct along the Torndirup Peninsula. A summary of water supply from WCWA is shown in Table 5.

Table 5: Water supply for Precinct (WCWA)

Precinct	Water infrastructure	Capacity	Location	Comments
Goode Beach	Holding Tank	225m ³	Frenchman Bay Rd	Supply from Borefield
Goode Beach	Service Tank	225m ³	Austin Rd	Hydrant pressure Residential Supply

Water sources for the precinct are via the reticulated scheme pipe and hydrant network. Supply for fire suppression is through the hydrants. Primary water sources are from reticulated scheme, in the first instance water may be sourced from the scheme through hydrant supply however with power outages anticipated it can be assumed these primary sources may be unavailable during a large fire event. A model for water supply for bushfire preparedness is outlined in the proposed PACE model below:

PACE – Water Supply

Primary: Reticulation scheme through hydrant supply.

Alternative: Goode Beach brigade fire shed (install 150,000L reserve).

Contingency: Torndirrup National Park rangers sheds (install new 120,000L reserve, see Goode Beach precinct report), Limeburners Creek to be investigated as a strategic supply for the Torndirrup Peninsula – permanent supply identified pump/pipe connections to standpipe. Isolated from reticulated scheme supply.

Emergency: Ocean, Lake Vancouver, private tank supply on private property (minimum 10,000L standalone supply at each property, camlock fittings designated through FMN).

Scheme water supply from WCWA is deemed a "Critical asset" in a bushfire and should apply a minimum of a 20m Asset Protection Zone where feasible for protection of the asset and safety of personnel protecting the asset. This is noted on the "Work Program" Figure 6. The scheme service tank supply located to the south of the precincts maintained to drinking water quality and as such are not available/accessible in a fire situation/event. Installation of alternative supply at the Goode Beach Brigade shed is recommended as a priority as the scheme network is expected to fail in a large bushfire event (refer to Figure 10). An independent water supply is recommended to assist with fire suppression and recovery efforts post bushfire events.

A contingency source for post fire recovery is recommended at the Limeburners water source. Approvals/consultation may be required through DWER. Refer to Figure 10. Mapping of the scheme water supply infrastructure by WCWA for the lead agency (CoA) is recommended and will assist with planning, mitigation, suppression and recovery activities.

LOT 600

KARRAKATTA ROAD

AREA SCHEDULE:
EXISTING FLOOR AREA: 362m²
NEW (ADDED) FLOOR AREA: 30m²
NEW GARAGE AREA: 48m²

NATURAL VEGETATION

LOT 601
3978m²

NATURAL VEGETATION

LOT 602

PART EXISTING TERRACES
TO BE REMOVED
(TO EXTENT SHOWN DASHED)

EXISTING
SHED
FL 38.83

EXISTING
2 STOREY
RESIDENCE
FL 39.92

NEW
DOUBLE
GARAGE
FL 41

EXISTING SEPTIC TANK AND
OUTHOUSE (SHOWN DASHED)
TO BE DEMOLISHED

FUTURE
POOL
(to be advised)

EXISTING
GRANITE
OUTCROP

FUTURE
DECK

TERRACE

DRIVEWAY RE-ALIGNED
(SHOWN HATCHED)

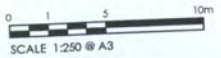
PROPOSED LOCATION
OF NEW BIOMAX SYSTEM

EXISTING DRIVEWAY

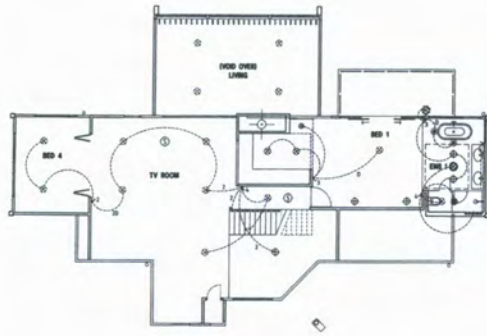
parking bays marked with x
7 shown.

OVERALL SITE PLAN
PROPOSED ALTERATIONS & ADDITIONS
TO EXISTING RESIDENCE

LOT 601 KARRAKATTA ROAD,
GOODE BEACH, ALBANY



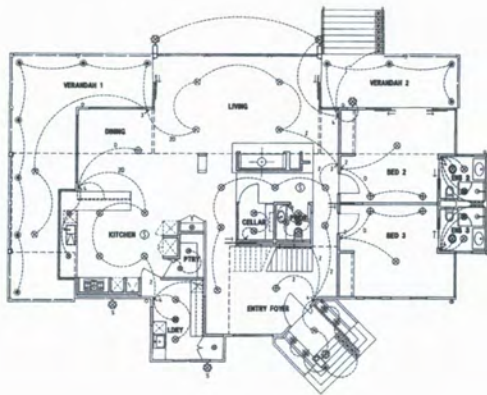
GKA
 GROUNDS KENT ARCHITECTS
 PROJECT No DATE DRAWING No REVISION
 1509 18.04.17 SK01 H
 ALB-SK01DWG 2.15.16 18/04/17



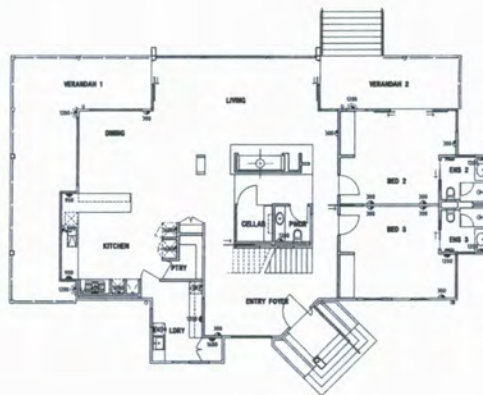
UPPER FLOOR PLAN - LIGHTING LAYOUT
A10 1:100



UPPER FLOOR - POWER LAYOUT
A10 1:100



GROUND FLOOR PLAN - LIGHTING LAYOUT
A10 1:100



GROUND FLOOR - POWER LAYOUT
A10 1:100

LEGEND

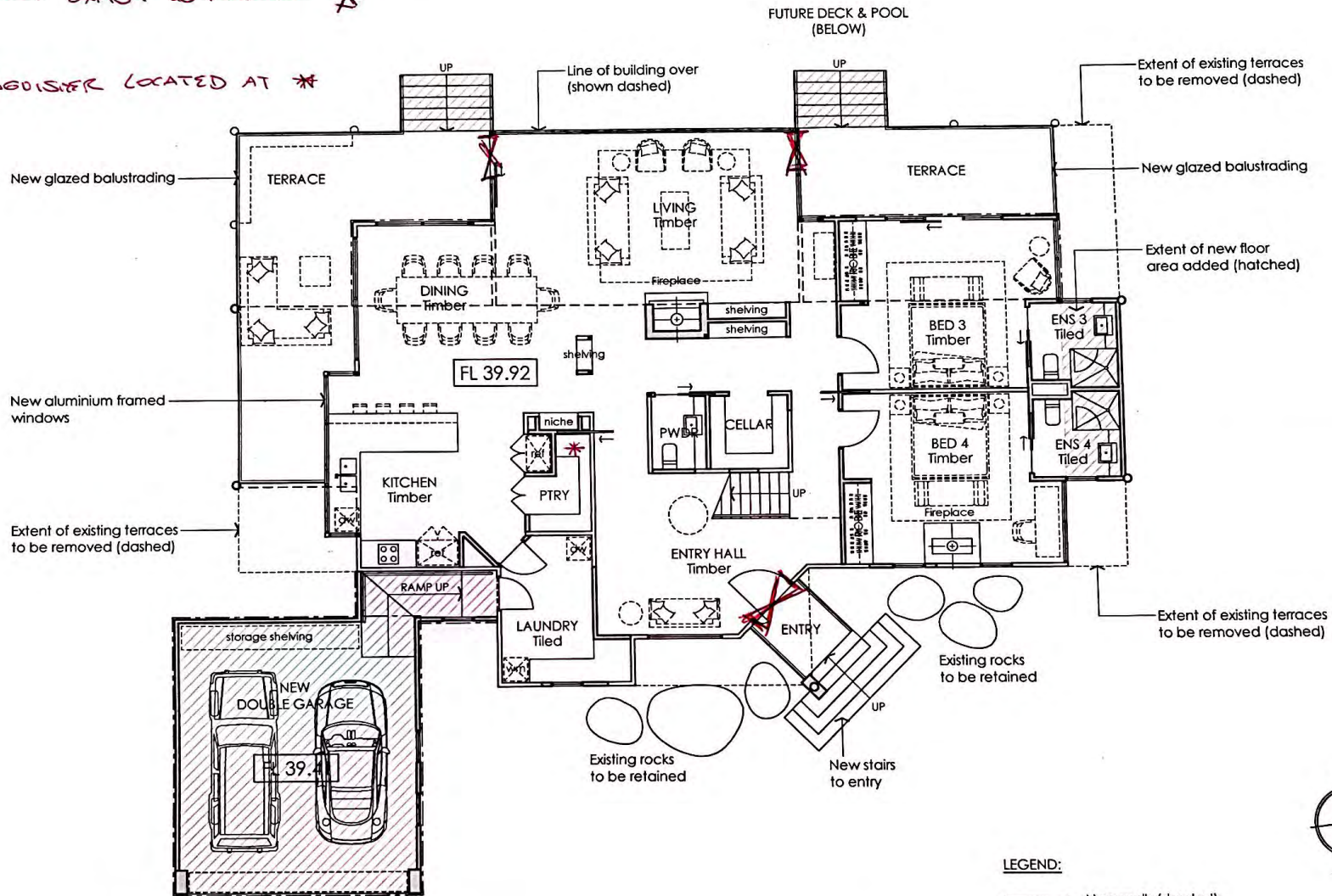
▲ SINGLE GPO AT 300 APPL. UNO.	⊕ DOOR BELL AT 0200 APPL.
▲ DOUBLE GPO AT 300 APPL. UNO.	⊕ DOOR SPEAKER
▲ EXT. HP GPO AT 0200 APPL. UNO.	⊕ TELEPHONE OUTLET POINT
▲ EXT. DOUBLE HP GPO AT 0200 APPL. UNO.	⊕ DATA / NETWORK POINT
⊙ CEILING HOUSING LIGHT FITTING	⊕ TV POINT AT 300 APPL. UNO.
⊙ RECESSED DOWNLIGHT	⊕ GAS BAYONET AT 300 APPL. UNO. PROVIDE VENTS IN ACCORDANCE WITH REGULATIONS
⊙ PENDANT LIGHT FITTING	⊕ EDWARDI FAN CEILING HOUSING
⊕ RECESSED HALL LIGHT AT 800V. HT.	⊕ HALL LIGHT AT 800V APPL. UNO.
⊕ RECESSED HALL LIGHT AT 240V. HT.	⊕ RECESSED HEAT LAMP / LIGHT
⊕ PENDANT HEAT LAMP / LIGHT	⊕ AC CONTROL AT 0200 APPL. UNO.
▲ STEP LIGHT SHALL HOUSING	⊕ SWITCH AT 0200 APPL. UNO.
⊕ IN GROUND AMBUSH LIGHT	⊕ 300V SWITCHES AT 0200 APPL. UNO.
⊕ FLOOR HOUSING (VERTICAL) UP LIGHT	⊕ DIMMER SWITCH CONTROL
⊕ FLOOR HOUSING (HORIZONTAL) UP LIGHT	⊕ DISTRIBUTION BOARD
⊕ EXT. HALL LIGHT AT 800V APPL. UNO.	⊕ METER BOX
⊕ EXT. SECURITY LIGHT AT HT. T.B.C.	⊕ SENSOR - BY ELECTRICIAN
⊕ VERTICAL HEATED TOWEL RAIL	⊕ SPEAKER POINT
⊕ POOL LIGHT	⊕ GAS METER BOX
⊕ SHOCK DETECTOR	⊕ FLOOR HOUSING POWER OUTLET
	⊕ LED STRIP LIGHTING



		1 LEVEL ROAD PERIMETER ROAD WESTERN AUSTRALIA TELEPHONE 08 9400 0000 FACSIMILE 08 9400 0000 WWW.GKA.COM.AU		KAWANAN BOUT PIRNALL BOUTY WEDYATI ANDRIANAN SUPRIYANTO RYAN BALI TELUSINDO DEWY PRATIWI PANGLOSS DEWY ANDI DEWI DEWI. @perimera.com		CLIENT MR & MRS BASTIAN PROJECT RENOVATIONS TO EXISTING RESIDENCE LOT 801, KARRAKATTA ROAD, GOODE BEACH, ALBANY		DRAWING NAME GROUND & UPPER FLOOR PLANS LIGHTING & POWER LAYOUT		JOB No. 1509 CATEGORY WD SCALE 1:100 @ A1 DATE JUL 17 DRAWN DJS CHECKED JT		CONSTRUCTION MUST CHECK ALL DIMENSIONS OR FIT AGAINST EXISTING OR NEW TO BE SHOWN. DIMENSIONS SHOWN TO THIS DRAWING OVER SCALE DRAWING ARE SHOWN IN CORRECT AND POSITIVE OF THE ARCHITECTS DRAWING No. A50 SHEET No. 1 13/01 21/12/18 428-A50296	
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3x EMERGENCY EXITS. as marked X.

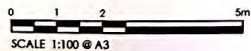
* FIRE EXTINGUISHER LOCATED AT *



Scanned with CamScanner

GROUND FLOOR PLAN

PROPOSED ALTERATIONS & ADDITIONS
TO EXISTING RESIDENCE



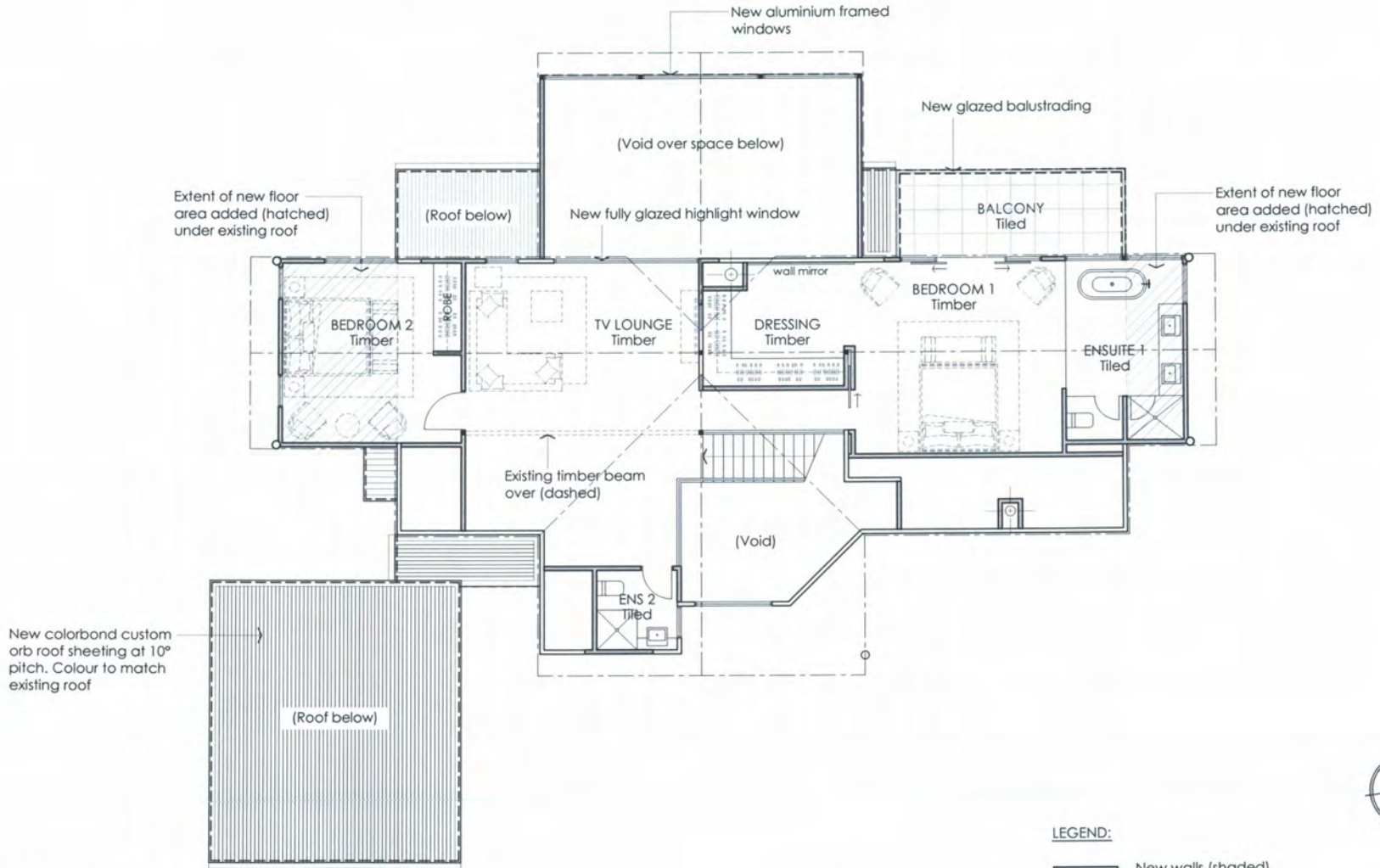
LOT 601 KARRAKATTA ROAD,
GOODE BEACH, ALBANY

LEGEND:
— New walls (shaded)



GKA
 GROUNDS KENT ARCHITECTS
 PROJECT NO DATE DRAWING NO. REVISION
 1509 18.04.17 SK10 H
 ALB-SK10.DWG 2.36.02 18/04/17

2.



UPPER FLOOR PLAN
 PROPOSED ALTERATIONS & ADDITIONS
 TO EXISTING RESIDENCE

0 1 2 5m
 SCALE 1:100 @ A3

LOT 601 KARRAKATTA ROAD,
 GOODE BEACH, ALBANY





Our Ref: D22841
Your Ref: P2210704

Dylan Ashboth
City of Albany
planning@albany.wa.gov.au

Dear Mr Ashboth

RE: VULNERABLE TOURISM LAND USE - LOT 601 (56) KARRAKATTA ROAD, GOODE BEACH – HOLIDAY HOME

I refer to your email dated 2 November 2023 regarding the submission of a revised Bushfire Management Plan (BMP) (Version 1), prepared by Bio Diverse Solutions and dated 19 September 2023, for the above development application.

This advice relates only to *State Planning Policy 3.7: Planning in Bushfire Prone Areas* (SPP 3.7) and the *Guidelines for Planning in Bushfire Prone Areas* (Guidelines). It is the responsibility of the proponent to ensure the proposal complies with relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, health or any other approvals required by a relevant authority under written laws.

Assessment

- DFES acknowledges that a residential dwelling currently exists on the subject site and the development application seeks a change of use to short term accommodation.
- The City have considered this to be a tourism activity and required planning approval, the change to a vulnerable land use would constitute an intensification of development and trigger application of SPP 3.7.
- The BMP has addressed policy measure 6.7.1 for minor development. The proposal does not meet the definition of minor development, which is a change to a vulnerable land use within a residential built out area. This is confirmed by the BMP which has addressed acceptable solutions 5.4 to 5.6 (Element 5) which is for holiday homes outside a residential built out area.
- The intent of SPP 3.7 is to reduce and mitigate the risk of bushfire to people and property which is prescribed through demonstrating compliance to the policy objectives of SPP 3.7. DFES maintains the view that a broader landscape assessment should not be ignored in the context of vulnerable land use.
- Further clarification is required within the BMP of the requirements of SPP 3.7 and the supporting Guidelines as outlined in our assessment below.

1. Policy Measure 6.5 a) Preparation of a BAL Assessment

Issue	Assessment	Action
Vegetation Classification	Further evidence is required to support the exclusion of Plot 3 to the south of the dwelling. Photo ID's 7, 8 and 26 do not support the exclusion. It is acknowledged that	Modification to the BMP is required.

	<p>the classification of this area will not impact the BAL rating of BAL-FZ.</p> <p>It appears that the dwelling does not currently comply with the requirements of the City of Albany firebreak and cannot achieve an appropriately sized APZ within the lot boundary.</p>	
Vegetation Classification	<p>Vegetation Plots 8 and 9 cannot be substantiated as Class D Scrub with the limited information and photographic evidence available. Photo ID 24 & 25 does not represent Class D Scrub. It is further noted that a BAL assessment submitted as part of an earlier application classified Plot 8 as forest vegetation. It is acknowledged that the classification of this area will not impact the BAL rating of BAL-FZ.</p> <p>The BMP should detail specifically how the Class D Scrub classification was derived as opposed to Class A Forest.</p> <p>If unsubstantiated, the vegetation classification should be revised to consider the vegetation at maturity as per AS3959, or the resultant BAL ratings may be inaccurate.</p>	Modification to the BMP is required.
Vegetation Management	<p>DFES does not accept fire break notices on adjoining land as part of the vegetation management required to achieve an APZ or low-threat classification. Fire break notices may only apply for part of the year and may be varied from year to year by the responsible local government.</p>	Modification to the BMP is required.
Construction to AS3959 Building Standards	<p>DFES acknowledges that <i>AS3959 does not apply retrospectively to existing buildings if the use does not change.</i></p> <p>However, the decision maker should consider upgrading the dwelling to utilise all the elements of AS3959 that apply to the appropriate Bushfire Attack Level (BAL). This is consistent with Clause 78E(i) Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> that requires the local government to have regard to the bushfire resistant construction requirements of the Building Code of Australia.</p> <p>Although BAL construction standards do not guarantee the survival of the occupants or building, DFES supports the improved bushfire resilience provided by AS 3959-2018 construction standards.</p>	Comment only.

2. Policy Measure 6.5 c) Compliance with the Bushfire Protection Criteria

Element	Assessment	Action
Vulnerable Tourism Land Uses - Intent	Intent – does not comply	Does not comply.

	<p>The development is on a lot that has, and is surrounded by, an extreme hazard that, in the opinion of DFES, cannot be adequately managed.</p> <p>The intent of Element 5 is to provide bushfire protection for tourism land uses relevant to the characteristics of the occupants and/or the location, to preserve life and reduce the impacts of bushfire on property and infrastructure.</p> <p>The BMP proposes a Performance Principle based Solution for P5iv and P5v. Notwithstanding the below discussion, the topography, type and extent of bushfire prone vegetation may result in landscape-scale destruction as it interacts with the bushfire hazard on and close to the site. In conjunction with the remoteness of the site and limited access options, it is considered that development of a vulnerable land use at this location does not comply with the intent of Element 5 of the Guidelines.</p>	
<p>Vulnerable Tourism Land Uses – P5iv</p>	<p>P5iv – does not comply DFES does not support introduction of a vulnerable land use within BAL-40/FZ. SPP 3.7 appropriately focuses on the location and siting of vulnerable land uses rather than the application of bushfire construction requirements.</p> <p>The BMP states that the proposal meets the Intent of Element 5 and Performance Principle P5iv through management of the entire site (noting limitations in size of site), upgrading the building to limit ember ingress, providing water, closure on extreme and catastrophic fire rating days and providing a Bushfire Emergency Evacuation Plan.</p> <p>It is noted that it would not be possible, due to the size of the site, to provide for an appropriately sized APZ within the boundaries, even with management of all vegetation on site. The development footprint is 4m metres from the boundary of the neighbouring lot to the west.</p> <p>The email from the neighbours attached at Appendix C of the BMP stating they will continue to manage their lot to ‘parkland clearing’ standard on an ongoing basis is not considered to be a legally binding or enforceable mechanism to ensure the neighbouring land is maintained to low threat in perpetuity.</p> <p>Furthermore, vulnerable land uses within an existing residential building are not considered to be ‘minor development’ unless they are within a residential built</p>	<p>Does not comply.</p>

	<p>out area. The development is not within a residential built out area.</p> <p>DFES notes that bushfires can occur on days that are not catastrophic or extreme.</p> <p>The additional mitigation measures do not improve the hazard separation for the building, and therefore do not adequately demonstrate compliance with the Performance Principle.</p>	
<p>Vulnerable Tourism Land Uses - Vehicular Access</p>	<p>P5v – does not comply</p> <p>The BMP states that the proposal meets the Intent of Element 5 and Performance Principle P5v through closure on extreme and catastrophic fire rating days, provision of a Bushfire Emergency Evacuation Plan (BEEP), managers located in Albany and confirmation of an evacuation location being in Albany.</p> <p>This approach does not demonstrate how the performance principle has been met which is for the vehicle access to adequately provide for the occupants to evacuate to a suitable destination before the bushfire arrives to the site, whilst allowing emergency services personnel to attend the site.</p> <p>DFES advocates for vulnerable tourism land uses to be located in areas with appropriate access in two different directions. Compliance cannot be achieved at this location. It is noted that the site is within an established building and located at the end of a single access road. It is considered that the limitations associated with the access arrangements in conjunction with the risk that the access could be cut off in the event of a bushfire and the potential for landscape scale bushfire in this area makes the area unsuitable for vulnerable uses.</p> <p>The proposed performance principle-based solution of early closure and the road design being a legacy issue does not demonstrate compliance with Performance Principle P5v.</p>	<p>Does not comply.</p>

3. Policy Measure 6.6.2 Vulnerable land uses in areas where BAL-40 or BAL-FZ applies

Issue	Assessment	Action
<p>Extreme bushfire hazard and/or BAL-40/ BAL-FZ applies</p>	<p>Development applications for vulnerable land uses in areas of BAL-40/BAL-FZ will not be supported unless they comply with policy measure 6.7.1 or 6.7.2 of SPP 3.7. The proposal does not meet the definition of minor or unavoidable development.</p>	<p>Comment only.</p>
<p>Bushfire Emergency</p>	<p>The referral has included a <i>'Bushfire Emergency Evacuation Plan'</i> for the purposes of addressing the policy requirements. Consideration should be given to</p>	<p>Comment only.</p>

<p>Evacuation Plan (BEEP)</p>	<p>the Guidelines Section 5.5.4 ‘Developing a Bushfire Emergency Evacuation Plan’. This contains detail regarding what should be included in a BEEP and will ensure the appropriate content is detailed when finalising the BEEP to the satisfaction of the City.</p>	
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Recommendation – not compliant with Performance Principles (PP) / intent

The development application is not compliant as it does not meet the intent of Element 5: Vulnerable Tourism Land Uses. The proposal is intensifying land use in a bushfire prone area with an extreme bushfire hazard both in and surrounding the lot.

The above assessment of compliance with SPP 3.7 is provided to aid decision making.

If you require further information, please contact Land Use Planning Officer – Michelle Gray on telephone number 9395 9561.

Yours sincerely



Naomi Mynott
DIRECTOR LAND USE PLANNING

13 December 2023



Our Ref: D22841
Your Ref: P2210704

Abbey Goodall
City of Albany
planning@albany.wa.gov.au

Dear Ms Goodall

RE: VULNERABLE LAND USE - LOT 601 (56) KARRAKATTA ROAD, GOODE BEACH – HOLIDAY HOME

I refer to your email dated 21 December 2021 regarding the submission of a Bushfire Management Plan (BMP) (Version – Final), prepared by Bio-Diverse Solutions and dated 1 October 2021, for the above development application.

This advice relates only to *State Planning Policy 3.7: Planning in Bushfire Prone Areas* (SPP 3.7) and the *Guidelines for Planning in Bushfire Prone Areas* (Guidelines). It is the responsibility of the proponent to ensure the proposal complies with relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, health or any other approvals required by a relevant authority under written laws.

Assessment

- DFES acknowledges that a residential dwelling currently exists on the subject site and the development application seeks a change of use to short term accommodation.
- The City have considered this to be a tourism activity and required planning approval, the change to a vulnerable land use would constitute an intensification of development and trigger application of SPP 3.7.
- Further clarification is required within the BMP of the requirements of SPP 3.7, and the supporting Guidelines as outlined in our assessment below.

1. Policy Measure 6.5 a) Preparation of a BAL Assessment / BAL Contour Map

Issue	Assessment	Action
Vegetation classification	<p>Further evidence is required to support the exclusion of Plot 3 to the south of the dwelling. Photo ID's 5, 6 and 9 do not support the exclusion. It is acknowledged that the classification of this area will not impact the BAL rating of BAL-FZ.</p> <p>It appears that the dwelling does not currently comply with the requirements of the City of Albany firebreak and cannot achieve an appropriately sized APZ within the lot boundary.</p>	Modification to the BMP is required.

<p>Construction to AS3959 Building Standards</p>	<p>DFES acknowledges that <i>AS3959 does not apply retrospectively to existing buildings, if the use does not change.</i></p> <p>However, the decision maker should consider upgrading the dwelling to utilise all of the elements of AS3959 that apply to the appropriate Bushfire Attack Level (BAL). This is consistent with Clause 78E(i) Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> that requires the local government to have regard to the bushfire resistant construction requirements of the Building Code of Australia.</p> <p>Although BAL construction standards do not guarantee the survival of the occupants or building, DFES supports the improved bushfire resilience provided by AS 3959-2018 construction standards.</p>	<p>Comment only.</p>
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2. Policy Measure 6.5 c) Compliance with the Bushfire Protection Criteria

Element	Assessment	Action
<p>Location, and Siting & Design</p>	<p>A1.1 & A2.1 – does not comply</p> <p>The development is on a lot that has, and is surrounded by, an extreme hazard that in the opinion of DFES, cannot be adequately managed. The development of a vulnerable land use at this location does not comply with Element 1 of the Guidelines. The intent of Elements 1 and 2 is to ensure that development takes place in areas with the least possible risk of bushfire.</p> <p>The proposed development has a BAL rating of BAL-FZ and cannot achieve an appropriately sized APZ within the lot boundary to achieve BAL-29 or below. There is steep topography with slopes exceeding 15 degrees.</p> <p>Vulnerable land uses within an existing residential building are not considered to be ‘minor development’ unless they are within a residential built out area. The development is not within a residential built out area.</p>	<p>Does not comply.</p>
<p>Vehicular Access</p>	<p>P3 – does not comply</p> <p>The intent of Element 3: Vehicular Access cannot be demonstrated at this location through the acceptable solutions.</p> <p>Karrakatta Road is an existing gazetted public road maintained by the local government; however, it is a dead-end road approximately 660 metres from Austin Road. Austin Road connects to Frenchman Bay Road which is ultimately a single access road to the Goode Beach area.</p>	<p>Does not comply.</p>

	Compliance with Element 3 cannot be achieved at this location.	
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3. Policy Measure 6.6.2 Vulnerable land uses in areas where BAL-40 or BAL-FZ applies

Issue	Assessment	Action
Extreme bushfire hazard and/or BAL-40/BAL-FZ applies	Subdivision and development applications for vulnerable or high-risk land uses in areas of BAL-40/BAL-FZ will not be supported unless they comply with policy measure Clause 6.7.2 of SPP3.7. The proposal is not considered to meet the definition of unavoidable development.	Comment only.
Bushfire Emergency Evacuation Plan (BEEP)	The referral has included a <i>'Bushfire Emergency Evacuation Plan'</i> for the purposes of addressing the policy requirements. Consideration should be given to the Guidelines Section 5.5.2 'Developing a Bushfire Emergency Evacuation Plan'. This contains detail regarding what should be included in a BEEP and will ensure the appropriate content is detailed when finalising the BEEP to the satisfaction of the City.	Comment only.

Recommendation – not supported due to non-compliance

DFES' assessment has identified areas of non-compliance with the bushfire protection criteria.

Modification to the BMP should respond to the non-compliance to influence the appropriate bushfire management measures to reduce vulnerability and to minimise the threat of bushfire to visitors and the site itself.

If the decision maker is of a mind to approve the proposal the above assessment of compliance with SPP 3.7 is provided to aid decision making.

If you require further information, please contact Sasha De Brito – A/Senior Land Use Planning Officer on telephone number 9395 9703.

Yours sincerely

**Naomi Mynott
DIRECTOR LAND USE PLANNING**

15 February 2022

HOLIDAY ACCOMODATION

MANAGEMENT PLAN

56 KARRAKATTA RD GOODE BEACH

PREPARED BY: EMILY FERGIE
DATE 2/12/21. Updated 16-2-24

ADDRESS – 31 CYGNET CRESENT DALKEITH
EMAIL- emilyfergie@hotmail.com
Mobile- 0404076323

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- 1) LOCATION**
- 2) PROPERTY MANAGEMENT**
- 3) TERMS AND CONDITIONS OF OCCUPANCY**
 - DEFINITIONS**
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 - MINIMUM NIGHT'S STAY POLICY**
 - SECURITY BOND**
 - UNAVAILABILITY**
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 - COMPLIANCE**
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5) EMERGENCY RESPONSE PLAN

- **EMERGENCY CONTACT**
- **MEDICAL EMERGENCY**
- **FIRE EMERGENCY**

1. LOCATION

The property situated at 56 Karrakatta Rd Goode Beach, is within the area identified as the "Preferred Area for Holiday Accommodation".

It's proximity to many of Albany's key tourist attractions including the Torndirrup National Park, Whaling Station, The Gap lookout and beautiful beaches of Goode Beach and Frenchman's Bay make the property ideal for Tourists wishing to explore Albany and its surrounding areas or attend an event in Albany.

The property is situated at the end of a quiet road that facilitates safe, efficient and pleasant walking, cycling and driving. It is within easy cycling distance of beautiful local attractions.

2. PROPERTY MANAGEMENT

The Property is managed by Sophie Pieteron from Great Southern Holiday Properties. Her mobile is 0455033001

The Manager will, at all times maintain a register of all people who utilise the holiday accommodation during the year and ensure that the maximum stay for any one person within the holiday accommodation is 3 months within any 12 month period.

Management will meet guests at the property to ensure guests are settled in. When late arrivals (after 6 pm) is expected, the code to the front door will be provided to the preferred contact number of the guest at the time of booking.

3. TERMS AND CONDITIONS OF OCCUPANCY

3.1 – Definitions

' Booking' means the period which a guest has paid to stay at the property

- 'Property'** means 56 Karrakatta Rd Goode Beach and all of its fixtures, fittings and equipment.
- 'Management'** means the owners and Managers of the Property.
- 'Guests'** means the persons who stay overnight in the Property during the booking.
- 'Visitor'** means a person a Guest permits to visit the Property during the Booking
- 'Infant'** means a baby under 12 months of age.

3.2 Acceptance

- A) Payment of the deposit constitutes acceptance of the terms and conditions**
- B) Check-in time is not before 2pm on the arrival date and check out time is not later than 10 am on the departure date**
- C) Late departure is subject to prior arrangement and availability and extra charges may apply**
- D) Guests must notify Management of expected arrival time and a mobile contact number at least 10 days before arrival.**
- E) Check in/ check out and key collection/ return procedure will be notified.**

3.3 Payment

- A) A non- refundable deposit will be taken from the guest's credit card at the time of making the booking**
- B) Payment in full must be received no later than 30 days prior to the arrival (non refundable)**
- C) Payments to the amount due must be received in Australian dollars \$ net of any bank or other transaction charges.**
- D) Please ensure all payments are made within the specified time limits or the booking will be cancelled automatically without notice or liability to you**
- E) We accept payment by the following methods, VISA, MASTERCARD, Direct Deposit into our bank account, bank cheque or money order.**
- F) Our bank account details will be listed on your invoice should you prefer to pay via bank transfer.**

3.4 Cancellation or Variation

In the event of a change or cancellation of a Booking, Management should be contacted immediately.

- A variation of the Booking which reduces the number of nights stay will be treated as a cancellation of the booking in respect of those nights**
- A variation of the booking which reduces the number of guests will be treated as a cancellation of the Booking in respect of those guests**
- An administration charge of \$ 100 will be charged for any variation or cancellation.**

3.5 Minimum night's stay policy

We have a minimum night/s stay policy of 3 nights. No refund will be made for a variation to the extent that it breaches our minimum night's stay policy.

3.6 Security Bond

A bond payment is required one week prior to your arrival, this will be debited from your credit card. It will be refunded once the property has been inspected and deemed left in a similar state to your arrival. We agree to ensure this occurs within 7 working days of your departure.

Any damage, loss or expense incurred by Management as a result of your breach of these terms and conditions will be charged against the bond. Should the bond be insufficient to cover these costs we reserve the right to charge your supplied credit card. Examples of this include but are not limited to any breakage, damage or excess cleaning requirements, extra guests beyond those declared, excessive noise, partying or smoking indoors.

3.7. UNAVAILABILITY

If the property becomes unavailable due to unforeseen circumstances (e.g fire, storm, damage etc) Management will inform you immediately and any money's paid will be refunded in full.

3.8 LINEN, TOWELS AND SERVICING

Linen, pillows, blankets and towels are supplied. Upon departure, linen must be left where supplied in the bedrooms or bathroom. Additional linen may be hired by contacting management. Beach Towels are not included.

The property is not serviced, but cleaning and linen changes can be arranged upon request at an additional charge.

3.9 GENERAL CONDITIONS

- A) Guests must comply with all applicable House Rules and all instructions from Management concerning occupancy, property, health, safety and quiet enjoyment of the property and our neighbours**
- B) Guests are responsible for damage and breakages and loss of the property and any part of it during their stay. You must notify us of this immediately. Management may recover from you a repair or replacement cost.**

- C) -Only the guests nominated and agreed in the booking may stay in the property overnight. If any other guests stay, extra charges may apply or the agreement may be terminated without refund.**
- D) The primary booker must be over 25 years of age.**
- E) Disturbance to our neighbours, including excessive noise is prohibited and may result in termination and eviction without refund and extra charges may be made for security and expenses.**
- F) Before departure, all food must be removed from fridges, all rubbish put in the appropriate council bins provided and crockery and cutlery washed and packed away. The Property must be left in a clean and tidy condition.**
- G) Extra cleaning charges may be incurred for the cleaning of dirty dishes, washing machine, dishwasher, emptying the fridge, removal of excessive rubbish. Etc. Should the cleaning fee be more than the usual cost for cleaning the property, the additional costs will be deducted from the security bond.**
- H) All furniture and furnishings must be left in the position they were in when you arrived.**
- I) The property should be vacated on time and secured. All windows and doors are to be locked. All keys must be returned to Management or as otherwise directed**
- J) You are responsible for the safekeeping and replacement of accomodation keys. Duplicate keys can be provided for an additional cost of \$50**
- K) Smoking is not permitted indoors.**

4.1. CODE OF CONDUCT FOR GUESTS AND VISITORS

GENERAL REQUIREMENTS

- A) Guest and visitors must comply with all house rules, by laws and instruction from management during their stay; and**
- B) Guests must notify the Manager of any disputes or complaints from neighbours as soon as is practical.**

4.2 NUMBER OF GUESTS

A Maximum of 8 people may sleep at the property at any time.

4.3 NOISE AND RESIDENTIAL AMENITY

- A) Guests and visitors must not create noise which is offensive to occupiers of neighbouring properties between the hours of 10 pm and 8 am. And during arrival and departure at any time throughout the occupancy.**
- B) Offensive noise is prohibited and may result in termination of permission to occupy the property, eviction, loss of rental paid and extra charges for security and other expenses which may be deducted from the security deposit or bond under the terms and conditions.**
- C) Guests and visitors must not engage in anti-social behavior and must minimise their impact upon the residential amenity of neighbours and local community.**

4.4 VISITORS

- A) Guests are responsible for ensuring the limits set on visitor numbers is complied with at all times**
- B) Guests are responsible for ensuring that visitors comply with this. Code of conduct.**

4.5 GATHERINGS AND FUNCTIONS

- A) The property is not a “Party House’ and any such activities, including parties and functions are strictly prohibited.**
- B) Any use of the property must not conflict with residential amenity.**

4.6. PARKING

Guests and Visitors are to comply with all parking regulations and other requirements set out below.

All vehicles to be parked within the designated parking bays on the property. No parking on the grass or verge. No double parking in the driveway as this will block fire evacuation pathways.

There are 2 visitors parking bays in the turnaround area of the driveway. These are marked with white paint.

4.7. GARBAGE AND RECYCLING

Guests and visitors are to dispose of garbage and recycling in accordance with the usual practice at the property, in the allocated bins- and excess rubbish must not be left in public or common areas. Garbage and Recycling arrangements at the property are as follows;

- A) Please follow the City of Albany guidelines regarding recycling and waste. For your convenience a summary can be found attached to this management plan.**
- B) Management will ensure that the correct bins are put out for collection on the correct days.**

4.8 SECURITY

Whenever Guests are absent from the property, all windows must be closed and doors locked to maintain security and prevent rain and water damage. Management accepts no responsibility for loss of guest valuables due to misplacement or theft.

4.9 SMOKING

Smoking is not permitted indoors or on the front balconies due to fire hazard.

4.10 PETS

Pets are not permitted at the property

4.11 DAMAGES AND BREAKAGES

Damages and breakages must immediately be reported to the Manager.

4.12 ON DEPARTURE ARRANGEMENTS

Arrangements for Keys, Security, Dishwashing, Rubbish collection are to be Managed by Catherine at Southern Concierge Services.

4.13 COMPLIANCE

- A) Breach of these House rules is a breach of the terms and conditions of occupancy**
- B) Management reserves the right to terminate permission to occupy and to evict from the Property, Guests or Visitors who refuse to follow these house rules or who cause a nuisance.**

4.14 COMPLAINTS HANDLING

Guests have an obligation to report any problems or incidents promptly as follows.

- A) Guests with formal complaints should in the first instance approach management.**
- B) If the complaint cannot be resolved amicably and immediately, the complaint will be recorded in writing. This record will indicate**
 - Date and time received**
 - Name and designation (eg. Guest, Neighbour, Council, Police etc) of complainant**
 - Contact details of complainant**
 - Nature of complaint**
 - Action taken, by whom and when, and**
 - Outcome and/or further action required (eg. Community consultation, meet with council, meet with local Police, meet with Bush fire services.)**

Failure to follow this procedure may hinder the ability of Management to rectify the problem or complaint and reduce or extinguish any claim you may have.

We recommend all Guests purchase travel insurance as Management are not responsible for any injuries, illnesses or accidents that may occur whilst staying at the property.

EMERGENCY RESPONSE PLAN

- A) In the event of an Emergency at the Property, please telephone Catherine at Southern Concierge Services on Mobile – 0401171542**

B) MEDICAL EMERGENCY

If a Medical Emergency is reported, Dial 000 and request an Ambulance. You will need to Provide the following information

- **Number and location of victims**
- **Nature of injury or illness**
- **Hazards involved**
- **Nearest entrance**

C) FIRE EMERGENCY – OF PARTICULAR CONCERN

If a Fire or reported, pull the fire alarm (if available and not already activated) to alert occupants to evacuate. Then Dial 000 to alert the Fire Department. You will need to provide the following information

- **Property Name and Street Address**
- **Nature of fire**
- **Fire location (building and location)**
- **Type of fire alarm (detector types are installed in this property)**
- **Location of fire alarm**
- **Name of person reporting the fire**
- **Telephone number for return call.**

Evacuate building occupants to a location away from the fire.

Meet the Fire Department Incident Commander (IC). Inform the IC if everyone has been accounted for and if there are any injuries. Provide an update on the nature of the emergency and actions taken.

Please refer to the Property Specific Bushfire Emergency Evacuation Plan for specifics relating to Property usage on Catastrophic Fire Rated Days and Evacuating the Property in event of a fire.

City Of Albany Local Planning Scheme No. 2

Development Application P2210704 Holiday House – 56 Karrakatta Road, Goode Beach

SCHEDULE OF SUBMISSIONS

Summary of submissions	Officer Comment
<p><u>Objection</u> <i>Object to Air BnB style Holiday Accommodation in residential areas (not traditional Bed and Breakfasts and Farmstays) given there is no on-site owner/manager which can leads to the following issues:</i></p> <ol style="list-style-type: none"> 1. <i>Parties, gatherings and unattended children can result in excessive noise and disturb the peace, especially in large house and on weekends</i> 2. <i>Parking concerns, including trailer and boat parking</i> 3. <i>Drones flying above neighbouring properties</i> 4. <i>Properties become poorly presented.</i> 5. <i>Bins are not removed from the roadside following collection</i> 6. <i>Owners do not contribute to the community, just operating for profit.</i> 7. <i>Impacts to traditional holiday accommodation offerings such as hotels.</i> 	<p><i>Concern noted. The City of Albany requires Management Plans to be provided with the application to address on-going management procedures and methods to ensure the amenity of adjoining/nearby land uses are maintained. Please find specific response to issues raised below:</i></p> <ol style="list-style-type: none"> 1. <i>The Management Plan advises that the house is not a ‘party house’ and such activities are strictly prohibited. Offensive noise is prohibited and excessive noise may result in eviction from the property. The property manager shall be contacted in the event of excessive noise.</i> 2. <i>Provision of a final carparking and access plan may be required as a condition of development approval to ensure parking is provided in accordance with the requirements of the City of Albany Holiday Accommodation Policy and relevant Australian Standards.</i> 3. <i>Use of drones is not limited to Holiday Houses and there operation is required to comply with all relevant standards. Should the use of drones be impacting upon privacy in a residence, the police should be contacted.</i> 4. <i>This property is screened from the street by dense existing vegetation.</i> 5. <i>This concern is not limited to Holiday Houses however, given this property is located at the end of a no through road, impacts of bins left on the roadside are reduced.</i> 6. <i>Noted however there are not planning requirement that a person contribute to the local community and financial loss/gain is not a planning consideration.</i>

City Of Albany Local Planning Scheme No. 2
Development Application P2210704 Holiday House – 56 Karrakatta Road, Goode Beach
SCHEDULE OF SUBMISSIONS

Summary of submissions	Officer Comment
	<p><i>7. Concern acknowledged however, a Holiday House is considered an 'A' use in the Residential Zone and must be assessed as such. Potential financial gain or loss of businesses is not a planning consideration.</i></p>

CITY OF ALBANY

REPORT

To : His Worship the Mayor and Councillors

From : Administration Officer - Planning

Subject : Development Application Approvals – February 2024

Date : 8 March 2024

1. The attached report shows Development Application Approvals issued under delegation by a planning officer for the month of February 2024
2. Within this period 23 Development applications were determined, of these;
 - 20 Development applications were approved under delegated authority.
 - 1 Development application was refused and
 - 2 Development Applications were required after deemed to comply checks were completed.



Tracy Douch
Information Officer – Development Services

PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY

Applications Determined for February 2024

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2230338	31/08/23	Chester Pass Road	Milpara	Section 40 - Industry Service (Egg Sorting and Sales)	Delegate Approved	22/02/24	Brooke Mills
P2230383	03/10/23	Pioneer Road	Centennial Park	CHILD CARE PREMISE	Delegate Approved	07/02/24	Josh Dallimore
P2230405	17/10/23	Millbrook Road	King River	Community Purpose - (Art Classes & Storeroom)	Delegate Approved	28/02/24	Josh Dallimore
P2230434	02/11/23	Flinders Parade	Middleton Beach	Development - Public Realm Works	Approved	27/02/24	Dylan Ashboth
P2230437	03/11/23	Serpentine Road	Albany	Single House	Delegate Approved	19/02/24	Brooke Mills
P2230453	14/11/23	Parade Street	Albany	Development (Fixed Location Mobile Food Vendor)	Refused	08/02/24	Dylan Ashboth
P2230458	22/11/23	Copal Road	Willyung	Industry - Rural (Agricultural Supplies - Warehouse Storage & Administration)	Delegate Approved	13/02/24	Josh Dallimore
P2230470	05/12/23	Pegasus Boulevard	Mckail	Single House - Addition (Patio)	Delegate Approved	15/02/24	Brooke Mills
P2230477	06/12/23	Dempster Road	Kalgan	Group Dwelling 2x Water Tank & 2x Outbuilding (Sea Containers)	Delegate Approved	07/02/24	Ashton James
P2230479	13/12/23	Greenwood Drive	Willyung	Single House - Outbuilding	Delegate Approved	07/02/24	Ashton James
P2230487	19/12/23	Nanarup Road	Kalgan	Community Purpose - (Kalgan Volunteer Fire Station)	Delegate Approved	14/02/24	Brooke Mills
P2230500	21/12/23	Toll Place	Albany	Hotel - Additions (Storage & Car Parking)	Delegate Approved	07/02/24	Jessica Anderson
P2230504	05/01/24	Harbour Esplanade	Little Grove	Single House	Delegate Approved	22/02/24	Jessica Anderson
P2230511	17/01/24	Howell Road	Marbelup	Single House Outbuilding & Water Tank	Delegate Approved	07/02/24	Ashton James
P2230512	25/01/24	Seymour Street	Mira Mar	Single House - Additions (Deck)	Delegate Approved	26/02/24	Ashton James
P2230513	18/01/24	Glenelg Drive	Kalgan	Single House & 3x Water Tanks	Delegate Approved	27/02/24	Ashton James
P2230519	23/01/24	Seymour Street	Mira Mar	Single House - Outbuilding	Delegate Approved	05/02/24	Brooke Mills
P2230522	24/01/24	Bryant Court	Lower King	DEEMED TO COMPLY CHECK R-CODES	DA Required	01/02/24	Ashton James
P2230523	24/01/24	Bryant Court	Lower King	DEEMED TO COMPLY CHECK R CODES	DA Required	01/02/24	Ashton James
P2230528	25/01/24	Albany Highway	Mount Melville	Development - Maintenance (NBN Installation)	Delegate Approved	16/02/24	Brooke Mills
P2230531	30/01/24	Ajana Drive	Marbelup	Single House - Outbuilding	Delegate Approved	27/02/24	Ashton James
P2240001	02/02/24	Lowanna Drive	Gledhow	Single House - Water Tanks x 2	Delegate Approved	27/02/24	Ashton James

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2240011	19/02/24	Stirling Terrace	Albany	Section 40 - approved/existing land use (Section 40 - Wine Cellar)	Delegate Approved	22/02/24	Brooke Mills

CITY OF ALBANY

Building Report

To : His Worship the Mayor and Councillors
From : Suzanne Beale - Development Services
Subject : Building Activity – February 2024
Date : 5 March 2024

1. In February, sixty (60) building permits were issued for building activity worth \$11,713,882. This included five (5) Demolition permits.

2. It's brought to Council's attention that these figures included the following:

Table with 3 columns: Permit #, Description, Estimated Value. Row 1: 167673, New Dwelling & Water Tank, \$1,276,000

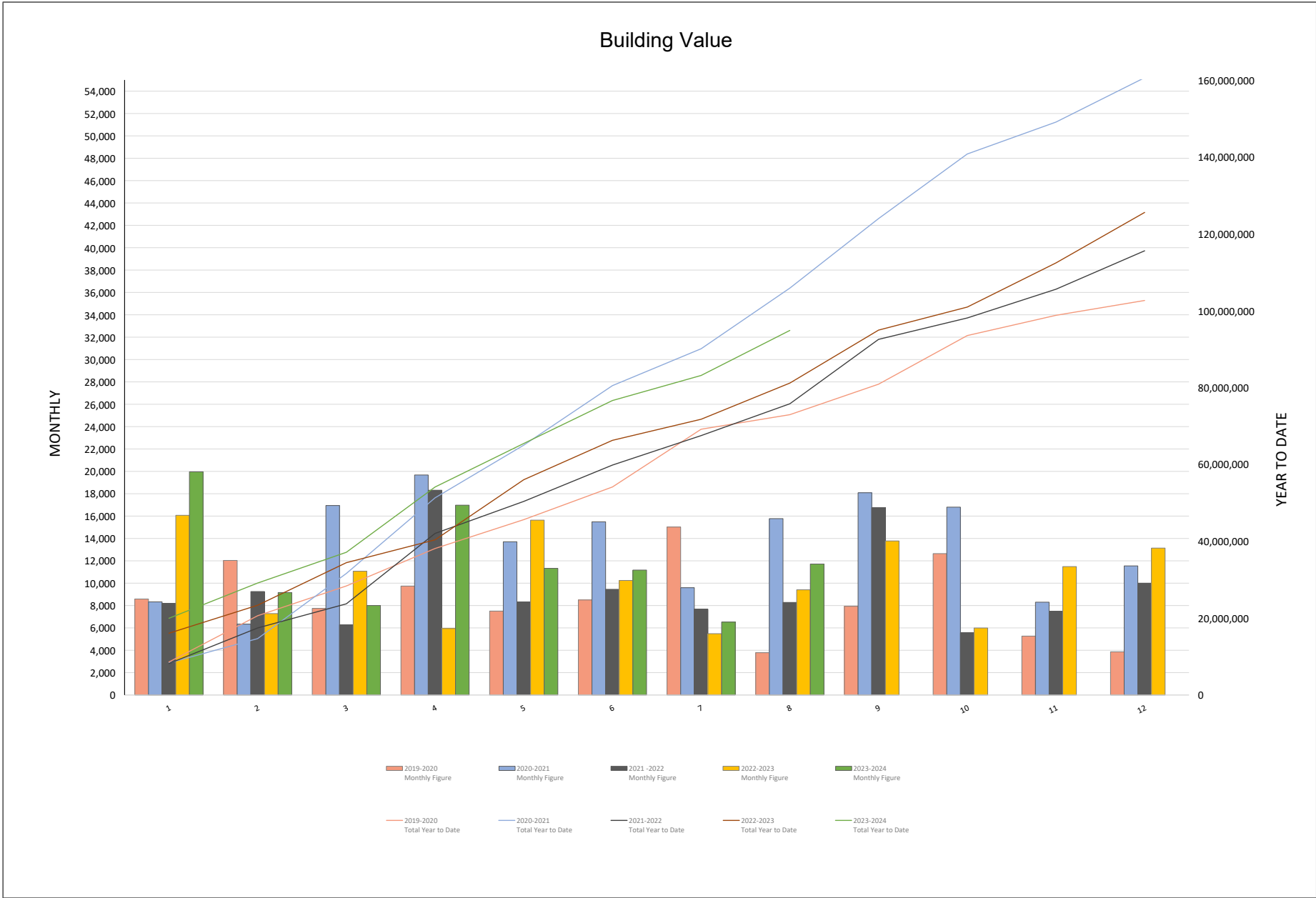
3. The three (3) attached graphs compare the current activity with the past five (5) fiscal years. The first one compares the number of decisions made, the second one compares the value of activity, and the third one compares the number of dwellings and units.

4. A breakdown of building activity into various categories is provided in the Building Construction Statistics form.

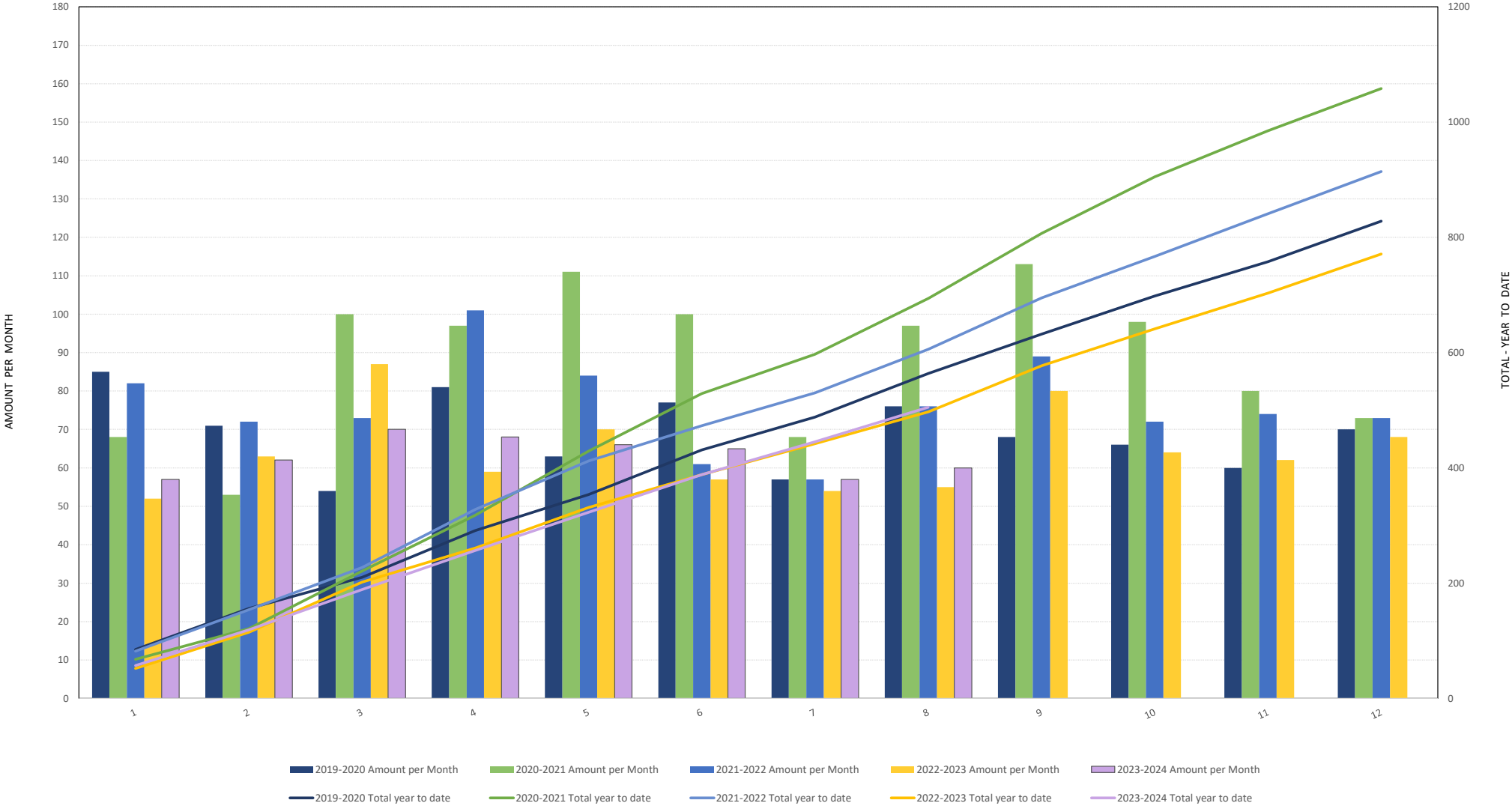
5. Attached are the details of the permits issued for February, the 8th month of activity in the City of Albany for the financial year 2023/2024.

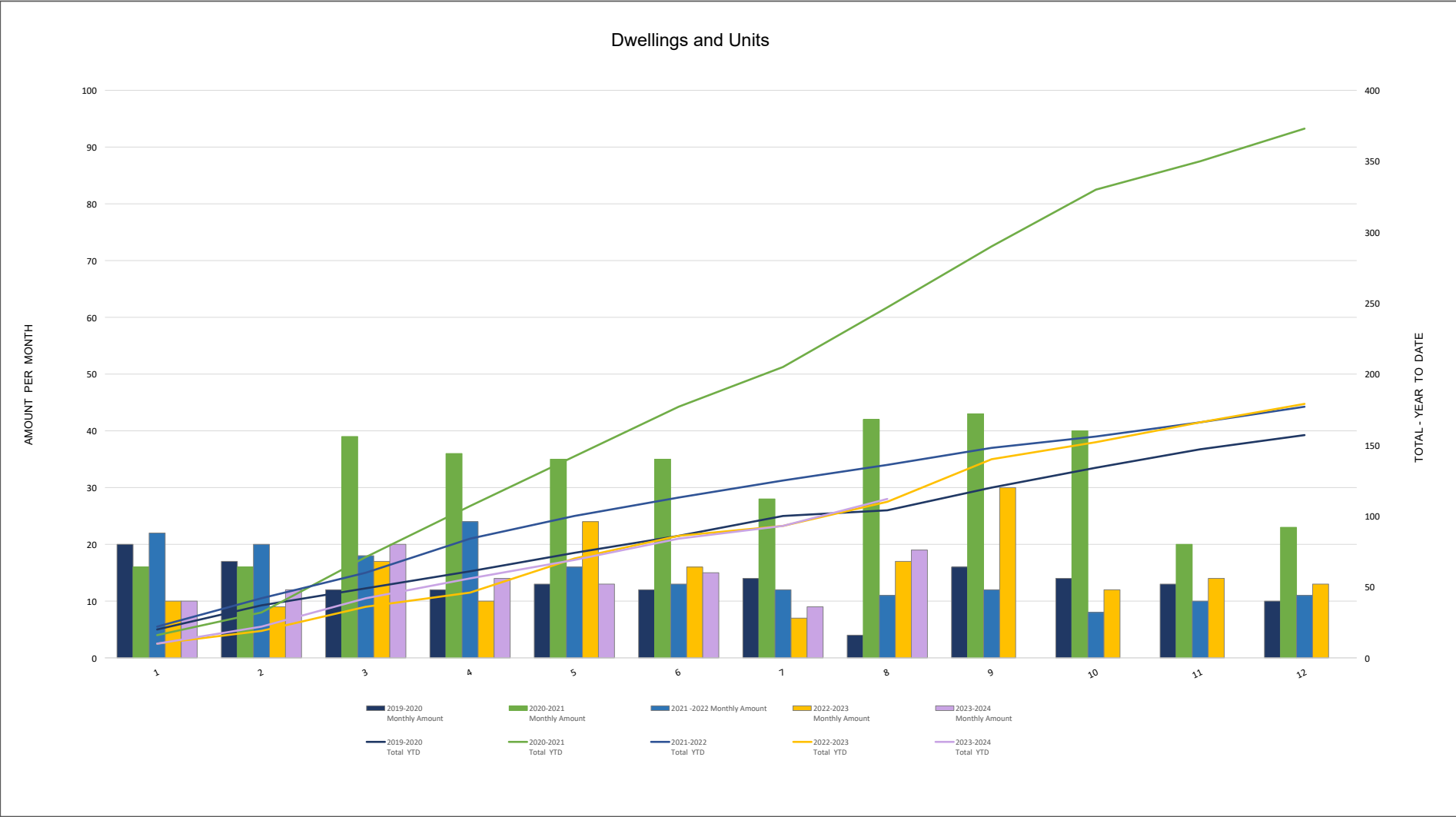
Handwritten signature of Suzanne Beale

Suzanne Beale
Development Services



Decisions Made





CITY OF ALBANY
BUILDING CONSTRUCTION STATISTICS FOR 2023 - 2024

2023-2024	SINGLE DWELLING		GROUP DWELLING		Total	DOMESTIC/ OUTBUILDINGS		ADDITIONS/ DWELLINGS		HOTEL/ MOTEL		NEW COMMERCIAL		ADDITIONS/ COMMERCIAL		OTHER		TOTAL \$ VALUE
	No	\$ Value	No	\$ Value		No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	
JULY	9	5,851,352	1	150,000	10	10	416,088	17	1,590,141	0	0	5	11,507,791	1	19,850	11	425,885	19,961,107
AUGUST	12	5,956,206	0	0	12	13	951,891	20	983,305	0	0	0	0	5	1,212,997	7	60,218	9,164,617
SEPTEMBER	17	5,719,966	3	574,640	20	16	598,215	20	909,157	0	0	0	0	3	113,000	8	89,017	8,003,995
OCTOBER	12	5,401,080	2	732,478	14	8	282,223	21	1,616,074	0	0	3	8,114,674	9	330,851	11	498,861	16,976,241
NOVEMBER	10	6,115,057	3	426,124	13	11	418,782	19	1,224,528	0	0	3	2,785,083	5	258,925	10	97,660	11,326,159
DECEMBER	7	2,171,964	8	1,657,300	15	8	556,199	15	1,605,729	0	0	1	15,000	6	4,866,295	10	301,485	11,173,972
JANUARY	6	1,875,552	3	921,756	9	18	710,998	14	1,521,766	0	0	2	965,000	3	368,070	9	161,234	6,524,376
FEBRUARY	12	6,012,705	7	1,996,169	19	12	601,505	17	2,788,280	0	0	0	0	2	200,000	7	115,223	11,713,882
MARCH					0													0
APRIL					0													0
MAY					0													0
JUNE					0													0
TOTAL TO DATE	85	39,103,882	27	6,458,467	112	96	4,535,901	143	12,238,980	0	-	14	23,387,548	34	7,369,988	73	1,749,583	94,844,349

BUILDING, SIGN & DEMOLITION LICENCES ISSUED UNDER DELEGATED AUTHORITY**APPLICATIONS DETERMINED FOR FEBRUARY 2024**

APPLICATION NUMBER	BUILDER	DESCRIPTION OF APPLICATION	STREET #	PROPERTY DESC (LOT #)	STREET ADDRESS	SUBURB
167555	RANTAM PTY LTD	FARM SHED - CERTIFIED	39705	6	SOUTH COAST HIGHWAY	GREEN RANGE
167673	POCOCK BUILDING COMPANY PTY LTD	NEW DWELLING & WATER TANK - UNCERTIFIED	21	44	SERPENTINE EAST ROAD	ALBANY
167770	DOWNRITE DEMOLITION AUSTRALIA PTY LTD	DEMOLITION PERMIT - REMOVAL OF ASBESTOS ROOF AND WALL CLADDING TO EXISTING DWELLING	41	60	STEPHEN STREET	MILPARA
167771	DOWNRITE DEMOLITION	DEMOLITION PERMIT - REMOVAL OF ASBESTOS ROOF SHEETING	21-23	104, 311	MAXWELL STREET	MOUNT MELVILLE
167777	DRIFTWOOD HOMES WA PTY LTD	ALTERATIONS/ADDITIONS TO EXISTING DWELLING - UPGRADE EXTERNAL WINDOWS & INSULATION ENSUITE AND KITCHEN RENOVATION - CERTIFIED	73	733	WOODIDES ROAD	ELLEKER
167760	MCB CONSTRUCTION PTY LTD	SHED - UNCERTIFIED	65	12	BUSHBY ROAD	LOWER KING
167776	RANBUILD GREAT SOUTHERN	SHED - UNCERTIFIED	23	606	ARGYLL STREET	GLEDHOW
167732	FLEETWOOD PTY LTD	NEW MODULAR DWELLING & ALFRESCO (SITE 195) - UNCERTIFIED	SITE 195, 20	501	ALISON PARADE	BAYONET HEAD
167772	CLAUDIO & ROMEO GLIOSCA	NEW MODULAR DWELLING (SITE 27) - CERTIFIED	SITE 27, 33	734	BARKER ROAD	CENTENNIAL PARK
167751	WA COUNTRY BUILDERS PTY LTD	SINGLE STOREY DWELLING - CERTIFIED	13	48	NADEBAUM TERRACE	BAYONET HEAD
167762	RYDE BUILDING COMPANY PTY LTD	NEW DWELLING & SHED - UNCERTIFIED	36A	1	WAKEFIELD COURT	MIRA MAR
167767	RYDE BUILDING COMPANY PTY LTD	NEW DWELLING & WATER TANK - UNCERTIFIED	97	546	AJANA DRIVE	MARBELUP
167775	S & PJ BERRYMAN	STABLE - UNCERTIFIED	37	37	BARFLEUR PLACE	MARBELUP
167783	DRIFTWOOD HOMES WA PTY LTD	ALTERATIONS & ADDITIONS TO DWELLING - GARAGE & STORE ROOM - CERTIFIED	53	204	NEILSON ROAD	WILLYUNG
167785	PALMER NOMINEES WA PTY LTD	TEMPORARY OCCUPANCY PERMIT - TRANSPORT DEPOT OFFICE/WORKSHOP	60	103	COPAL ROAD	WILLYUNG
167735	FLEETWOOD PTY LTD	NEW MODULAR DWELLING (SITE 198) - UNCERTIFIED	SITE 198,20	501	ALISON PARADE	BAYONET HEAD
163774	KOSTER'S OUTDOOR PTY LTD	CARPORT - UNCERTIFIED	30	119	SWAN POINT ROAD	KALGAN
167779	DA & AM HOLLAND	ALTERATIONS/ADDITIONS TO EXISTING DWELLING - DOUBLE STOREY ADDITION WITH GARAGE - CERTIFIED	57	150	BARRY COURT	COLLINGWOOD PARK
167780	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED	11	47	NADEBAUM TERRACE	BAYONET HEAD
167782	DOWNRITE DEMOLITION AUSTRALIA PTY LTD	DEMOLITION PERMIT - REMOVAL OF EXTERNAL ASBESTOS WALLS ON DWELLING	47	7	BURGOYNE ROAD	PORT ALBANY
167786	I & R BUNN	FARM SHED (LOT 302) - CERTIFIED	220	302	REDMOND-HAY RIVER ROAD	REDMOND

REPORT ITEM DIS 389 REFERS

APPLICATION NUMBER	BUILDER	DESCRIPTION OF APPLICATION	STREET #	PROPERTY DESC (LOT #)	STREET ADDRESS	SUBURB
167784	WL BOWERS & JM WESTWOOD	BUILDING APPROVAL CERTIFICATE - SPA ENCLOSURE BARRIER AND UNROOFED PATIO STRUCTURE	3	3	MIDDLE STREET	GLEDHOW
167791	D KACZMARCZYK	REMOVAL OF PARTIAL LOAD BEARING WALL BETWEEN LOUNGE AND DINING ROOM - UNCERTIFIED	34-36	502	WANSBROUGH STREET	SPENCER PARK
167733	FLEETWOOD PTY LTD	NEW MODULAR DWELLING (SITE 197) - UNCERTIFIED	SITE 197, 20	501	ALISON PARADE	BAYONET HEAD
167788	CITY OF ALBANY	REFRIGERATED SEA CONTAINER & DRYING RACKS - CERTIFIED	35615	5643, 4861, 214	ALBANY HIGHWAY	DROME
167792	A JAMES	LEAN-TO ATTACHED TO EXISTING SHED & RELOCATION OF WATER TANKS X 2 - UNCERTIFIED	29	153	KOOLBARDI COURT	KRONKUP
167778	RANTAM PTY LTD	SHED - UNCERTIFIED	250	108	GREATREX ROAD	KING RIVER
167790	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING (LOT 802) - UNCERTIFIED		802	NOTLEY STREET	YAKAMIA
167793	DM SHANKS	SEA CONTAINER (X2) - UNCERTIFIED	81	547	AJANA DRIVE	MARBELUP
167795	RANBUILD GREAT SOUTHERN	SHED - UNCERTIFIED		53	GREENWOOD DRIVE	WILLYUNG
167781	WILDWOOD BUILDING COMPANY PTY LTD	RE-ROOF & REPAIRS - UNCERTIFIED	41	60	STEPHEN STREET	MILPARA
167797	MATSON FABRICATIONS	CARPORT- UNCERTIFIED	40	370	KAMPONG ROAD	YAKAMIA
167573	A & M HOBBS	EXTENSION TO EXISTING DWELLING & RETAINING WALLS - UNCERTIFIED	43	486	CLIFF STREET	ALBANY
167787	T YAP	RETAINING WALL - UNCERTIFIED	29	12	SHORTS PLACE	MIRA MAR
167798	RARECOAST PTY LTD	OCCUPANCY PERMIT - WAREHOUSE - FACILITIES AND STORAGE ROOMS	35	113	HERCULES CRESCENT	CENTENNIAL PARK
167801	BW TROUCHET	SHED - UNCERTIFIED	29	129	KARRAKATTA ROAD	GOODE BEACH
167805	DESIGN SPACE BUILDING GROUP PTY LTD	SHOP FIT OUT (SHOP 12) - ELITE SUPPLEMENTS	SHOP 12, 42-88	105, 104	ALBANY HIGHWAY	CENTENNIAL PARK
167734	FLEETWOOD PTY LTD	NEW MODULAR DWELLING (SITE 196) - UNCERTIFIED	SITE 196, 20	501	ALISON PARADE	BAYONET HEAD
167736	FLEETWOOD PTY LTD	NEW MODULAR BUILDING (SITE 199) - UNCERTIFIED	SITE 199, 20	501	ALISON PARADE	BAYONET HEAD
167799	AD CONTRACTORS PTY LTD	DEMOLITION PERMIT - SINGLE STOREY DWELLING SHED AND ASBESTOS FENCE	35	892	FLINDERS PARADE	MIDDLETON BEACH
167794	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW SINGLE STOREY DWELLING - UNCERTIFIED	7	312	FLEXUOSA VIEW	LITTLE GROVE
167800	K L OLSEN	NEW SINGLE STOREY DWELLING AND SHED - UNCERTIFIED		50	RIVERVALE CHASE	LOWER KING
167806	G L LEEDER	BUILDING APPROVAL CERTIFICATE - TOP FLOOR ALTERATION AND PATIO	6	918	SEA VIEW	BAYONET HEAD
167807	G L LEEDER	VERANDAH (2 & 3 ADDITIONS) TO NEW DWELLING UNDER CONSTRUCTION - PREVIOUS BUILDING PERMIT # 167417 - UNCERTIFIED		150	LINK ROAD	DROME

REPORT ITEM DIS 389 REFERS

APPLICATION NUMBER	BUILDER	DESCRIPTION OF APPLICATION	STREET #	PROPERTY DESC (LOT #)	STREET ADDRESS	SUBURB
167802	ASPECT MODULAR PTY LTD	NEW DWELLING - UNCERTIFIED		119	EDEN ROAD	NULLAKI
167812	MATSON FABRICATIONS	PATIO - UNCERTIFIED	1	1	TOMLINSON CRESCENT	SPENCER PARK
167814	DUNKELD CONSTRUCTION PTY LTD	SHED - UNCERTIFIED	9	247	OWEN COURT	WARRENUP
167815	DUNKELD CONSTRUCTION PTY LTD	SHED - UNCERTIFIED	90	75	SEYMOUR STREET	MIRA MAR
167809	DRIFTWOOD HOMES WA PTY LTD	ALTERATIONS/ADDITIONS - GARAGE STOREROOM & PATIO ADDITION - CERTIFIED	141	21	SERPENTINE ROAD	ALBANY
167810	RYDE BUILDING COMPANY PTY LTD	NEW DWELLING - UNCERTIFIED	17B	3	STIRLING VIEW DRIVE	LANGE
167816	G CORCORAN	PATIO - UNCERTIFIED	151	55	HARE STREET	MOUNT CLARENCE
167804	KEEDAK HOLDINGS PTY LTD	ALTERATIONS & ADDITIONS TO DWELLING - GAMES ROOM ALFRESCO LAUNDRY - UNCERTIFIED	34	28	SHORTS PLACE	MIRA MAR
167818	KOSTER'S OUTDOOR PTY LTD	PATIO - UNCERTIFIED	147	150	LOWANNA DRIVE	MARBELUP
167796	N & J WIGNALL	NEW SINGLE STOREY DWELLING - UNCERTIFIED	40	203	WOLLASTON ROAD	MIRA MAR
167811	TERJESEN CONSTRUCTION PTY LTD	ALTERATIONS & ADDITIONS TO DWELLING - EXTENSION OF DWELLING GARAGE DECKING & RETAINING WALLS CERTIFIED	56	151	EAST BANK ROAD	KALGAN
167773	RYDE BUILDING COMPANY PTY LTD	NEW DWELLING - UNCERTIFIED	254	201	LINK ROAD	MARBELUP
167822	DOWNRITE DEMOLITION	DEMOLITION PERMIT - SHEDS	135-137	4, 1015	MIDDLETON ROAD	MOUNT CLARENCE
167825	D BATES & JM FARMER	PATIO - UNCERTIFIED	7	210	PEGASUS BOULEVARD	MCKAIL
167820	JUBILEE MODULAR	ANCILLARY DWELLING - CERTIFIED	36	122	HART VIEW	KING RIVER
167828	RAPID RETAIL GROUP PTY LTD	OCCUPANCY PERMIT - SHOP FIT OUT - DUSK	42-88	105, 104	ALBANY HIGHWAY	CENTENNIAL PARK



Albany – Compliance Audit Return 2023

Commercial Enterprises by Local Governments				
No	Reference	Question	Response	Comments Manager Governance & Risk:
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2023?	N/A	<i>Reference: 2023/2024 City of Albany Annual Financial Budget. Note 19: Major Trading Undertakings.</i>
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2023?	N/A	<i>Reference: 2023/2024 City of Albany Annual Financial Budget. Note 19: Major Land Transactions.</i>
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2023?	N/A	
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2023?	N/A	
5	s3.59(5)	During 2023, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	
Delegation of Power/Duty				
No	Reference	Question	Response	Comments Manager Governance & Risk:
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A	<i>No committees delegated power during the reporting period.</i>
2	s5.16	Were all delegations to committees in writing?	N/A	
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995?	N/A	
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A	
5	s5.18	Has council reviewed delegations to its committees in the 2021/2022 financial year?	N/A	



6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995?	Yes	
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes	
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	<i>Published on the City's official website.</i>
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year?	Yes	<i>Fully reviewed by Council. Adoption Reference: OCM 28/02/2023 Resolution AR131. Synergy Reference: PU231629.</i>
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?	Yes	

Disclosure of Interest

No	Reference	Question	Response	Comments Manager Governance & Risk
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision-making relating to the matter?	Yes	
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?	N/A	<i>Request to participate, not requested during this reporting period.</i>
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made?	Yes	<i>Disclosures of interest recorded in the front pages of the minutes and at the beginning of the associated report.</i>
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes	
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2023?	Yes	



6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes	<i>Receipt of Primary and Annual Returns are acknowledged by email using the Attain Software Application.</i>
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the Local Government Act 1995?	Yes	
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	Yes	
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person?	Yes	
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?	Yes	<i>Published on the City's official website.</i>
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes	<i>Published on the City's official website.</i>
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all records relating to those people?	Yes	
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) Local Government Act 1995 been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	



16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under section 5.71B(6) of the Local Government Act 1995, recorded in the minutes of the council meeting at which the decision was considered?	N/A	
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct?	Yes	<i>Adoption Reference: OCM 27/04/2021 Resolution CCS339. Code of Conduct displayed on the City's official website.</i>
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the Local Government Act 1995?	No	
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	Yes	
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employee of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	Yes	

Disposal of Property				
No	Reference	Question	Response	Comments Assigned to: Team Leader Property, Leasing and Customer Service
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)?	Yes	
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4) of the Act, in the required local public notice for each disposal of property?	Yes	



Elections				
No	Reference	Question	Response	Comments: Assigned to Manager Governance & Risk:
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997?	Yes	<i>The Electoral Gift Register is published on the City's website.</i>
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?	Yes	<i>The Electoral Gift Register was updated on 16 January 2024.</i>
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?	Yes	
Finance				
No	Reference	Question	Response	Comments Assigned to Manager Governance & Risk and Manager Finance
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995?	Yes	<i>Reference: OCM 31/10/2023 Resolution CCS573.</i>
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority?	N/A	<i>No power delegated.</i>
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023?	Yes	<i>Received 6 December 2023.</i>
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	



5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website?	N/A	
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2023 received by the local government within 30 days of completion of the audit?	Yes	

Integrated Planning and Reporting

No	Reference	Question	Response	Comments
				Assigned to Manager Finance & Business Planning and Performance Coordinator
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	<i>Reference: OCM 24/8/2021 Resolution CCS374.</i>
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	<i>Reference: OCM 28/11/2023 Resolution CCS577.</i>
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)?	Yes	

Local Government Employees

No	Reference	Question	Response	Comments
				Assigned to Manager Governance & Risk and Manager People & Culture
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?	N/A	<i>No appointments were made during the reporting period.</i>



2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	<i>Did not recruit a CEO.</i>
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the Local Government Act 1995?	N/A	<i>Did not recruit a CEO.</i>
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A	<i>No appointments were made during the reporting period.</i>
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	<i>No appointments were made during the reporting period.</i>

Official Conduct

No	Reference	Question	Response	Comments
				Assigned to Manager Governance & Risk
1	s5.120	Has the local government designated an employee to be its complaints officer?	N/A	<i>The CEO is the complaints officer. The council has not appointed another designated senior employee to be its complaints officer.</i>
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the Local Government Act 1995?	Yes	
3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the Local Government Act 1995?	Yes	
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes	<i>The Register of Complaints Resulting in Action is published on the City's official website.</i>

Optional Questions

No	Reference	Question	Response	Comments
				Assigned to Manger Governance & Risk and Manager Finance.
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three financial years prior to 31 December 2023? If yes, please provide the date of council's resolution to accept the report.	Yes	<i>Audit & Risk Committee 05/05/2020 Report AR075; and Audit & Risk Committee Meeting 09/08/2022 Report AR120.</i>



2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2023? If yes, please provide date of council's resolution to accept the report.	Yes	<i>Audit & Risk Committee 03/05/2022 Report AR115 and Audit & Risk Committee Meeting 09/08/2022 Report AR121.</i>
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the Local Government Act 1995, were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?	Yes	
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes	<i>Published on the City's official website. Document Title: Attendance at Events and Functions Policy</i>
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?	Yes	
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	<i>Published on the City's official website. Document Title: Elected Member Professional Development & Training Policy.</i>
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023?	Yes	<i>Published on the City's official website. Document Title: Register of Elected Member Mandatory Training.</i>
8	s6.4(3)	By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023?	Yes	
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Yes	

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments
				Assigned to Manager Finance & ERP / Procurement Officer



1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	
2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	Yes	
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government (Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	Yes	
4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract?	Yes	
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents, or each acceptable tenderer notice of the variation?	Yes	
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?	Yes	
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes	
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes	



10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes	
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22?	Yes	
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	No	
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	Yes	
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24?	Yes	
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions & General) Regulations 1996 regulations 24AD(4) and 24AE?	Yes	
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	Yes	
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	Yes	
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG?	Yes	
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	Yes	

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return - Albany



20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	Yes	
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	No	
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F?	Yes	

Chief Executive Officer

Date

Mayor/President

Date



MINUTES

Bush Fire Advisory Committee

Monday 4th September 2023

6.00pm
Council Chambers

CITY OF ALBANY
COMMUNITY STRATEGIC PLAN (ALBANY 2032)



TERMS OF REFERENCE

Function: The Committee is responsible for:

Reviewing administrative and resourcing decisions and recommendations from the Bushfire Advisory Group and provide advice to Council on *Bush Fires Act 1954* matters.

Legislative Authority:

Under the *Bush Fires Act 1954 (S 67)*, local governments may appoint such persons as it sees fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to:

- (a) the preventing, controlling and extinguishing of bush fires;
- (b) the planning and layout of fire breaks;
- (c) prosecutions for breaches of the Bush Fire Act;
- (d) the formation of bush fire brigades;
- (e) the grouping thereof under brigade officers;
- (f) the ensuring of cooperation and coordination of bush fire brigades in their efforts and activities; and
- (g) any other matter relating to bush fire control.

Local government makes the rules for guidance of the committee.

The committee is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

It will achieve this by:

BFAC Functions:

- a) To consider reports regarding operational matters received from Bush Fire Advisory Group (BFAG) and provide recommendations to Council as appropriate.
- b) To consider nominations for the position of Chief Bush Fire Control Officer and Deputy Chief Fire Control Officer and make recommendations as appropriate to the City of Albany's Chief Executive Officer (or delegate).
- c) Advise and assist the City of Albany in ensuring that local risk management plans pertaining to bush fire are established and maintained.
- d) Liaise with the Bush Fire Advisory Group, other emergency management agencies and other supporting agencies in the testing of local bush fire risk management plans.
- e) Support the City of Albany to ensure appropriate and timely training programs are developed and delivered to brigade members, including on-going scenario-based training.
- f) Advise the City of Albany on operational and administrative matters relating bush fire prevention, preparedness, response and recovery, as per relevant legislation and policies.
- g) Advise and assist the City of Albany in the development of bush fire community engagement and education programs.
- h) Facilitate and foster open communication and cooperation with other fire and emergency agencies and neighbouring local governments.

Chairperson: To be elected from the Committee. (City of Albany Elected Member)

Membership: Defined under the Terms of reference detailed in the Strategic Bush Fire Plan 2014 – 2019, amended at the Ordinary Council Meeting held 29 October 2019.

- (a) Four elected members (Chairperson)
- (b) Chief Bush Fire Control Officer
- (c) Chair of Bush Fire Advisory Group (BFAG)
- (d) Department of Fire and Emergency Services (DFES) Representative
- (e) Department of Parks and Wildlife (DPaW) Representative
- (f) Bush Fire Control Officers for North East Sector and South West Sector
- (g) Manager Public Health and Safety-**non voting**
- (h) Secretariat-Corporate and Commercial Services-**non voting**

REPORT ITEM BFAC 016 REFERS

BUSH FIRE ADVISORY COMMITTEE
MINUTES – 04/09/2023

Guests of Committee

By invitation (non-voting) – e.g. CBFCOs of neighbouring local governments.

Meeting Schedule: Quarterly

Meeting Location: City of Albany Council Chambers.

Executive Officer: Executive Director Corporate and Commercial Services

Delegated Authority: None.

REPORT ITEM BFAC 016 REFERS

BUSH FIRE ADVISORY COMMITTEE
MINUTES – 04/09/2023

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REPORT ITEM BFAC 016 REFERS

BUSH FIRE ADVISORY COMMITTEE MINUTES – 04/09/2023

1. DECLARATION OF OPENING

Meeting opened at 6:04pm

2. RECORD OF ATTENDANCE/APOLOGIES

Members:

Chair	Councillor Traill
Member	Councillor Shanhun
Member	DPaW Representative Nathan Ramage
Member	Chief Bush Fire Control Officer Rob Lynn
Member	Bush Fire Control Officer South West Sector Darryl Bradley
Member	Chair BFAG Pieter Mostert
Observers	
Deputy Chief Bush Fire Control Officer	Graeme Poole

Staff:

Executive Director Corporate and Commercial Services	M Gilfellon
Fire Mitigation Officer	R Parsons
Emergency Management Officer - Operations	D Little
Meeting Secretary	D Clark
Apologies:	
Member	Councillor Smith
Member	Councillor Brough
Member	DFES Representative Diarmuid Kinsella
Member	Bush Fire Control Officer North East Sector John Howard
Manager Public Health & Safety	S Reitsema
Community Emergency Services Manager (CESM)	B Gordon

REPORT ITEM BFAC 016 REFERS

BUSH FIRE ADVISORY COMMITTEE
MINUTES – 04/09/2023

3. DISCLOSURES OF INTEREST

Name	Report Item Number	Nature of Interest

4. CONFIRMATION OF MINUTES

RESOLUTION:
MOVED: Mr Rob Lynn
SECONDED: Mr Darryl Bradley

THAT the minutes of the Bush Fire Advisory Committee Meeting held on 3 April 2023, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 6-0

5. PRESENTATIONS / DISCUSSIONS

Rob Lynn, Chief Bush Fire Control Officer

Mr Lynn provided an overview of the Chief Bush Fire Control Officers forum he attended in July. Held at the centre of excellence over 2.5 days with approximately 60 attendees.

Mr Lynn also attend the Australian Fire and Emergency Services conference in Brisbane.

Darren Little, Emergency Management Officer, Operations

Mr Little advised that training for the upcoming season was nearly completed. Progress is being made on IT issues, with the team currently moving away from Dropbox to Microsoft Teams system. Darren also advised that Starlink is now in available in the mobile van which has provide to provide greater coverage.

Mr Gary Turner will be returning over the coming weeks to undertake the fire break inspections for the rangers.

Vehicle servicing and maintenance will commence this week.

Nathan Ramage from the Department of Parks and Wildlife

Mr Ramage advised that DPAW is working towards the start of the fire season, having undertaken some early burns. Was surprised at how quickly everything burnt given the recent rains. The Albany District 2023 Burn Program is available on the table to the side of the meeting if anyone would like to view it.

Cr John Shanhun

Thanked everyone for their updates. Did find it concerning about the wording of some messaging. Fears that people believe that they can stay and defend their homes without realising what is at risk.

Graham Poole, Deputy Chief Bush Fire Control Officer

Echoed comments made by Nathan, noting how quickly fire can be carried in the bush at the moment. Encourage people to ensure that their equipment is good to go.

Roy Parsons, Emergency Operations Officer, City of Albany

City of Albany currently in the process of putting a submission for the mitigation fund. 120 – 150 treatments at approx. \$200,000 funding. Should assist in streamlining the process for the future.

Mr Parsons also thanked Nathan for working to share information.

Darryl Bradley, Bush Fire Control Officer, North East Sector

Darryl advised that a new roster would be commencing for the season and that the permit season would commence as planned. The BART system is currently working well, any teething issues are being worked through.

6. ITEMS FOR DISCUSSION FROM THE BUSH FIRE ADVISORY GROUP

Mr Rob Lynn advised that the BFAG had met largely to confirm the various positions held within the group. Noting that succession planning was needed for the various roles, the group hoped to change the tenure of the position and three recommendations are proposed, the BFAC are supportive the positions will be backdated to 1 July 2023.

RESOLUTION:

MOVED: Mr Rob Lynn

SECONDED: Mr Darryl Bradley

That the committee support the recommendation that an election for the positions of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Senior Fire Control Officer for the North East and South West Sectors be held every three years.

That the Chief bush Fire Control Officer shall be appointed for an initial term of three years and thereafter be eligible for election for one further three-year term

That the Chief Bush Fire Control officers' term may be extended by a maximum of 12 months at a combined North East and South West Sector Bush Fire Advisory Group meeting.

CARRIED 6-0

7. REPORTS OF OFFICERS

BFAC014: APPOINTMENT OF CHIEF AND DEPUTY CHIEF BUSH FIRE CONTROL OFFICERS AND BUSH FIRE BRIGADE FIRE CONTROL OFFICERS FOR THE 2023-24 FIRE SEASON

Proponent / Owner : City of Albany
Attachments : Minutes of the Bush Fire Advisory Group Meeting
Authorising Officer: : Executive Director Corporate & Commercial Services
(M Gilfellow)

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.
- **Pillar:** People.
- **Outcome:** A safe community.
- **Pillar:** Planet.
- **Outcome:** A resilient community that can withstand, adapt to, and recover from natural disasters.

In Brief:

- Nominations for essential leadership positions have been received and accepted from Volunteer Bush Fire Brigade members.
- Council is now requested to endorse those appointments.

RECOMMENDATION

BFAC014: COMMITTEE RECOMMENDATION

MOVED: MR PIETER MOSTERT

SECONDED: MR ROB LYNN

THAT the following appointments to essential leadership positions in the City of Albany's Volunteer Bush Fire Brigades be ENDORSED:

- **Chief Bush Fire Control Officer: Mr Rob Lynn**
- **Deputy Chief Bush Fire Control Officer: Mr Graeme Poole**
- **Senior Bush Fire Control Officer North East Sector: Mr John Howard**
- **Senior Bush Fire Control Officer South West Sector: Mr Darryl Bradley**
- **Deputy Senior Bush Fire Control Officer North East Sector: Ms Deb Pyle**
- **Deputy Senior Bush fire Control Officer South West Sector: Mr Simon Whitfort**
- **Bornholm Brigade Fire Control Officers: Mr Chris Ayres and Mr Laurie Nissen**
- **Elleker Brigade Fire Control Officer: Miss Maxine Jones and Mr Wayne van der Heide**
- **Gnowellen Brigade Fire Control Officers: Mr Scott Moir and Mr Jeffrey Stoney**
- **Green Range Brigade Fire Control Officers: Mr Mark Plunket and Mr Jeremy Walker**
- **Highway Brigade Fire Control Officers: Mr Ben Braun and Mr Juan Hart**
- **Kalgan Brigade Fire Control Officers: Mr Darryl Bradley, Mr Clayton De Jager**
- **King River Brigade Fire Control Officers: Mr Simon Whitfort and Mr Malcolm Pearce**
- **Kojaneerup Brigade Fire Control Officers: Mr Ashton Hood and Mr Scott Smith**
- **Manypeaks Brigade Fire Control Officers: Mr Kim Lester and Mr Tim Metcalfe**
- **Napier Brigade Fire Control Officers: Mr Tom Collins and Mr Kim Roberts**
- **Redmond Brigade Fire Control Officers: Mr Pieter Mostert and Mr Troy Mostert**
- **South Coast Brigade Fire Control Officers: Mr Rowan Hardy and Mr Shane Duncan**
- **South Stirling Brigade Fire Control Officers: Mr Graeme Pyle and Mr Reece Curwin**

- **Torbay Brigade Fire Control Officer: Mr Brian Taylor and Mr Leith Nicholson**
- **Wellstead Brigade Fire Control Officer: Mr Matthew Wood and Mr James Gorman**
- **Youngs Siding Brigade Fire Control Officers: Mr Kevin Martin and Mr Martin Peterson.**

CARRIED 6-0

BACKGROUND

2. The City of Albany has sixteen Volunteer Bush Fire Brigades, comprising approximately 874 active and auxiliary members who provide bush fire-fighting capacity throughout the municipality.
3. In accordance with the *Bush Fires Act 1954*, the City must appoint a Chief Bush Fire Control Officer, Deputy Bush Fire Control Officer and Fire Control Officers prior to the commencement of each fire season.
4. Nominations for those positions are called for through the Bush Fire Advisory Group (BFAG), and appointments to those positions are made. If multiple nominations are received for any position a ballot is conducted.
5. Final appointment of those officers is authorised by the City of Albany Chief Executive Officer, exercising his delegated authority by Council.

DISCUSSION

6. Nominations for the positions of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Fire Control Officers were received by the Bush Fire Advisory Group (BFAG).
7. The BFAG have recommended the appointments detailed in the Authorising Officer Recommendation of this report.
8. These appointments remain in force until the end of the 2022-23 fire season.

GOVERNMENT & PUBLIC CONSULTATION

9. N/A

STATUTORY IMPLICATIONS

10. Appointments are made in accordance with the *Bush Fires Act 1954*.
11. Local governments are empowered by Section 38 of the *Bush Fires Act 1954* to appoint such persons as are necessary to perform the duties associated with a Bush Fire Control Officer.

POLICY IMPLICATIONS

12. N/A

RISK IDENTIFICATION & MITIGATION

13. Not applicable to this report.

FINANCIAL IMPLICATIONS

14. Not applicable to this report.

LEGAL IMPLICATIONS

15. Not applicable to this report.

ALTERNATE OPTIONS

16. There are no alternate options applicable to this report.

CONCLUSION

17. That Council endorse the appointments of Bush Fire Control Officers for the 2023/24 fire season.

Consulted References	:	<i>Bush Fires Act 1954</i>
File Number (Name of Ward)	:	All Wards
Previous Reference	:	CCS484 August 2022

**BFAC015: BUSH FIRE RESILIENCE IN THE GREAT SOUTHERN
(BRIGS) IMPLEMENTATION PLAN**

- Attachments** : Bushfire Resilience in the Great Southern (BRIGS) Implementation Plan.
- Report Prepared By** : Executive Director Corporate and Commercial Services (M Gilfellow)
Manager Public Health and Safety (S Reitsema)
- Authorising Officer:** : Executive Director Corporate and Commercial Services (M Gilfellow)

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:** People
 - **Outcome:** A safe community
 - **Pillar/Priority:** Planet
 - **Outcome:** A resilient community that can withstand, adapt to and recover from natural disasters.

In Brief:

- The BFAC committee is requested to note the implementation plan of the recommendations of the *Bushfire Resilience in the Great Southern* (BRIGS).

RECOMMENDATION

BFAC015: COMMITTEE RECOMMENDATION

MOVED: MR ROB LYNN
SECONDED: COUNCILLOR SHANHUN

THAT the BFAC Committee NOTES the implementation plan for “*Bush Fire Resilience in the Great Southern*” (BRIGS) report recommendations.

CARRIED 6-0

BACKGROUND

2. At the BFAC meeting of 1 March 2023, it was noted in item BFAC013 that the recommendations of the “*Bushfire Resilience in the Great Southern*” report specific to the Bayonet Head, Little Grove and Goode Beach precincts will be considered and actioned where possible, and that the shared responsibility for risk reduction for bush fires, included, but were not limited to:
- Community and individual landowners;
 - Local government authorities;
 - Various State government agencies;
 - Infrastructure providers, such as telecommunication providers and utility providers.

DISCUSSION

3. The BRIGs identifies the bush fire risks associated with communities who have been identified as being at extreme risk of bush fire.
4. The BRIGs also identifies the City of Albany's operational and legal requirements.
5. The two recommendations from the report that are yet to be implemented are:
 - Investigation of options to construct a community refuge within the precinct;
 - Upgrade/maintain minimum trafficable standards for Emergency Access Ways.

GOVERNMENT & PUBLIC CONSULTATION

6. Stakeholder engagement included liaising with agencies such as the Department of Biodiversity Conservation and Attractions (DBCA), Water Corporation Western Australia (WCWA), Department of Fire and Emergency Services (DFES) and Local Government Authorities (LGA).
7. Public consultation was undertaken throughout the development of the project.

STATUTORY IMPLICATIONS

8. The BRIGS project is aligned to the following pieces of legislation:
 - *Bush Fires Act 1954*
 - *Emergency Management Act 2005*
 - *Fire Brigades Act 1942*
 - *Fire and Emergency Services Act 1998*
 - *Conservation and Land Management Act 1984*
 - *Environmental Protection Act 1986*
 - *Environmental Protection and Biodiversity Conservation Act 1999*
 - *Biodiversity Conservation Act 2016*
 - *Aboriginal Heritage Act 1972*
 - *Country Areas Water Supply Act 1947*
 - *Bush Fires Regulations 1954*
 - *Emergency Management Regulations 2006*
 - *Planning and Development (Local Planning Scheme) Regulations 2015*
 - *National trust of Australia (WA) Act 1964*
 - *Soil and land conservation Act 1945*
 - *Building Act 2011*

POLICY IMPLICATIONS

9. In addition to considering the recommendations of the BRIGS reports, the City has also developed the following strategies and local laws to guide and inform bush fire risk management strategies across the municipality:
 - *Bush Fire Risk Management Plan*
 - *Bush Fire Brigades Local Law 2020*
 - *Bush Fire Strategic Plan*
 - *Bush Fire Brigade Operating Procedures.*

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>The BRIGS report recommendations are not implemented.</i>	<i>Unlikely</i>	<i>Moderate to Major</i>	<i>High</i>	<i>Staff will work to mitigate current hazards and consult further with relevant stakeholders regarding the BRIGS report recommendations.</i>

LEGAL IMPLICATIONS

11. Nil.

ENVIRONMENTAL CONSIDERATIONS

12. The City of Albany recognises the value of its natural environment and the importance of protecting and managing it for future generations. This includes the protection of the natural environment through land management requirements such as fire mitigation works.

CONCLUSION

13. Overall, it is noted that the BRIGS report does provide a significant level of insight into bushfire risk.
14. The City of Albany will continue to ensure risk mitigation efforts are implemented.

Consulted References	:	<i>Bushfire Resilience in the Great Southern</i> report, with individual precinct reports for Bayonet Head, Little Grove and Goode Beach
File Number (Name of Ward)	:	All
Previous Reference	:	BFAC013 (1 March 2023)

REPORT ITEM BFAC 016 REFERS
BUSH FIRE ADVISORY COMMITTEE
MINUTES – 04/09/2023

8. **UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS Nil**
9. **CLOSURE**

There being no further business, the Chair closed the meeting at 7:09pm