

ATTACHMENTS

Commercial, Community and Corporate Services Committee

9 May 2017

6.00pm

City of Albany Council Chambers

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City of Albany
MONTHLY FINANCIAL REPORT
For the Period Ended 31st March 2017

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City of Albany
Compilation Report
For the Period Ended 31st March 2017

Report Purpose

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

Overview

No matters of significance are noted.

Statement of Financial Activity by reporting nature or type

Is presented on page 3 and shows a surplus For the Period Ended 31st March 2017 of \$22,247,770.

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
Reviewed by: D Olde
Date prepared: 27/04/2017

City of Albany
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 31st March 2017

	Note	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
Operating Revenues								
Rate Revenue		34,118,692	34,233,692	34,073,897	34,139,371	65,474	0.2%	▲
Grants & Subsidies	8	4,559,247	4,849,377	3,793,632	3,909,139	115,507	3.0%	▲
Contributions, Donations & Reimbursements		504,935	1,139,438	1,088,998	1,139,616	50,618	4.4%	▲
Profit on Asset Disposal	10	108,584	108,584	71,631	50,243	(21,388)	(42.6%)	▼
Fees and Charges		16,401,086	16,557,379	14,209,521	14,648,938	439,417	3.0%	▲
Service Charges		0	0	0	0	0		
Interest Earnings		1,042,690	1,042,690	840,231	964,460	124,229	12.9%	▲
Other Revenue		370,960	1,009,001	917,838	937,115	19,277	2.1%	▲
Total		57,106,194	58,940,161	54,995,748	55,788,882	727,660		
Operating Expense								
Employee Costs		(25,036,655)	(25,037,655)	(18,437,352)	(18,430,734)	6,618	0.0%	
Materials and Contracts		(18,193,633)	(19,180,351)	(12,112,868)	(11,633,077)	479,791	4.1%	▼
Utilities Charges		(1,791,020)	(1,791,020)	(1,278,396)	(1,230,689)	47,707	3.9%	
Depreciation (Non-Current Assets)		(15,912,428)	(16,957,336)	(12,718,008)	(12,402,258)	315,750	2.5%	▼
Interest Expenses		(938,708)	(938,708)	(517,662)	(487,761)	29,901	6.1%	
Insurance Expenses		(820,550)	(820,550)	(793,809)	(748,858)	44,951	6.0%	
Loss on Asset Disposal	10	(48,372)	(48,372)	0	(854,813)	(854,813)	(100.0%)	▲
Other Expenditure		(2,494,649)	(2,782,707)	(2,023,246)	(1,998,788)	24,458	1.2%	
Less Allocated to Infrastructure		809,491	809,491	607,652	1,073,841	466,189	43.4%	▲
Total		(64,426,524)	(66,747,209)	(47,273,689)	(46,713,138)	560,551		
Contributions for the Development of Assets								
Grants & Subsidies	8	21,040,875	20,382,206	14,315,187	14,395,578	80,391	0.6%	▲
Contributions, Donations & Reimbursements		620,000	724,993	74,274	538,539	464,265	86.2%	▲
Net Operating Result		14,340,545	13,300,151	22,111,520	24,009,861	1,368,602		
Funding Balance Adjustment								
Add Back Depreciation		15,912,428	16,957,336	12,718,008	12,402,258	(315,750)	(2.5%)	▼
Adjust (Profit)/Loss on Asset Disposal	10	(60,212)	(60,212)	(71,631)	804,570	(876,201)	108.9%	▼
Movement From Current to Non-Current		0	0	0	0	0		
Add back Carrying Value of Investment Land		0	74,341	74,341	74,341	(0)		
Funds Demanded From Operations		30,192,761	30,271,616	34,832,238	37,291,030	2,458,792		
Capital Revenues								
Proceeds from Disposal of Assets	10	544,219	620,583	514,361	734,867	220,506	30.0%	▲
Total		544,219	620,583	514,361	734,867	220,506		
Acquisition of Fixed Assets								
Land and Buildings	5	(14,261,125)	(14,276,377)	(7,527,906)	(7,141,710)	386,196	5.4%	▼
Plant and Equipment	5	(2,858,500)	(2,877,500)	(1,271,624)	(1,275,645)	(4,021)	(0.3%)	▼
Furniture and Equipment	5	(647,028)	(647,028)	(449,516)	(436,967)	12,549	2.9%	
Infrastructure Assets - Roads	5	(7,446,182)	(7,006,750)	(3,092,283)	(2,941,298)	150,985	5.1%	▼
Infrastructure Assets - Other	5	(12,181,788)	(12,122,817)	(5,870,324)	(4,937,374)	932,950	18.9%	▼
Total		(37,394,623)	(36,930,472)	(18,211,653)	(16,732,995)	1,478,658		
Financing/Borrowing								
Debt Redemption		(2,018,571)	(2,018,571)	(1,117,728)	(1,123,240)	(5,512)	(0.5%)	
Loan Drawn Down		1,500,000	1,500,000	0	0	0		
Profit on Sale of Investments		0	0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0	0		
Self Supporting Loan Issued		0	0	0	0	0		
Total		(518,571)	(518,571)	(1,117,728)	(1,123,240)	(5,512)		
Demand for Resources		(7,176,214)	(6,556,844)	16,017,218	20,169,662	4,152,444		
Restricted Funding Movements								
Opening Funding Surplus(Deficit)		1,725,566	2,075,384	2,075,384	2,078,108	2,724	0.1%	
Transfer to Reserves	9	(11,501,252)	(12,576,337)	0	0	0		
Transfer from Reserves	9	16,951,900	17,085,429	0	0	0		
Closing Funding Surplus(Deficit)	2	0	27,633	18,092,602	22,247,770	4,155,168		

REPORT ITEM CCCS024 REFERS TO

City of Albany
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st March 2017

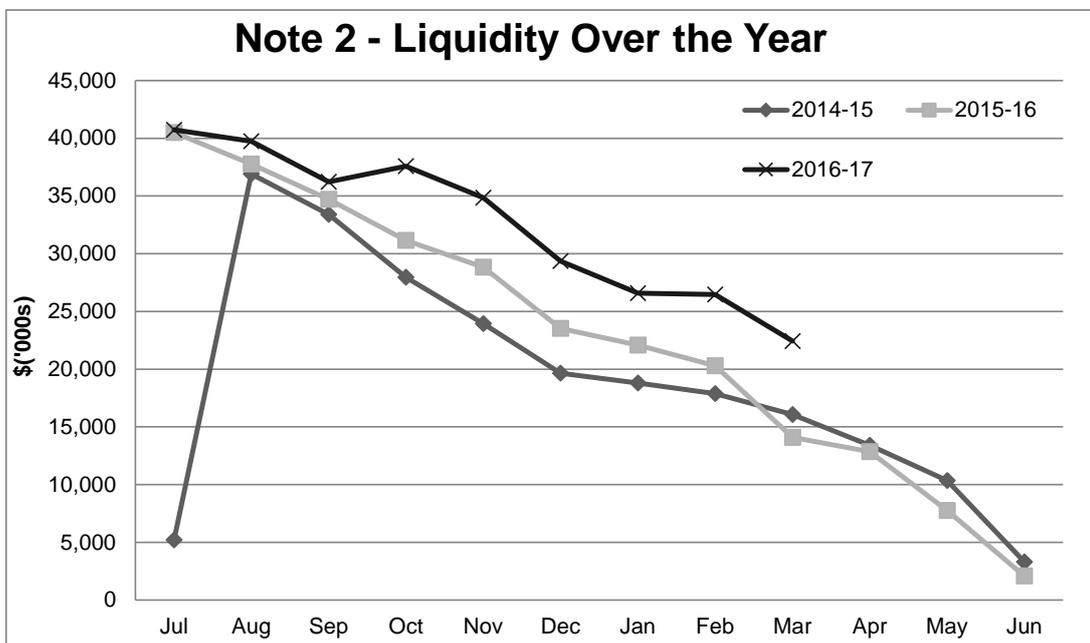
Note 1: EXPLANATION OF MATERIAL VARIANCES IN EXCESS OF \$50,000

	Var.	Var.	Timing/ Permanent	Explanation of Variance
1.1 Operating Revenues	\$			
Rate Revenue	65,474	▲	Timing	Interim rates over budget. Interim rates are raised when the valuation for a specific property changes during the year, generally after a significant change or improvement. Over the course of the year this may be to budget, as it is difficult to know the increases or decreases in valuations that will occur during the year.
Grants & Subsidies	115,507	▲	Permanent	Silversport grant received, not budgeted for.
Contributions, Donations & Reimbursements	50,618	▲	Permanent	After budget review items now allowed for, no one single major item. Sundry minor sponsorships, donations and insurance recovery.
Profit on Asset Disposal	(21,388)			No material variance.
Fees and Charges	439,417	▲	Timing	Variations previously noted have largely been taken up in the budget review. Current variance due to waste fees exceeding budget, and continued strong NAC retail store sales.
Interest Earnings	124,229	▲	Timing	No one interest class. Small amounts over budget for instalment, penalty and investment interest. Interest on investment is budgeted conservatively due to the predicted low interest rates for the next year.
Other Revenue	19,277			No material variance.
1.2 Operating Expense				
Employee Costs	6,618		Timing	
Materials and Contracts	479,791	▼	Timing	Primarily timing delay in invoicing of waste and recyclable collection fees (\$256 000).
Utilities Charges	47,707			No material variance.
Depreciation (Non-Current Assets)	315,750	▼	Permanent	Budget amendment put through in the mid-year budget review to allow for new infrastructure to begin to be depreciated. Time delay in final completion of assets, and thus less depreciation to be allocated to the 2016/17 year.
Interest Expenses	29,901			No material variance.
Insurance Expenses	44,951			No material variance.
Loss on Asset Disposal	(854,813)	▲	Permanent	Non-cash loss. Accounting loss on sale of Chesterpass Rd lots, and loss on sale of Isuzu prime mover. Both of these assets had substantial non-cash income under 'revaluation increments' previously recorded, therefore the loss on sale is largely a reversal of these increases. For the Isuzu prime over, lower proceeds from sale due to quiet market, however, replacement asset cost approx.\$25 000 under budget.
Other Expenditure	24,458			No material variance.
Less Allocated to Infrastructure	466,189	▲	Timing	Reflects the recent focus on capital projects, and costing of employees to those projects.
1.3 Contributions for the Development of Assets				
Grants & Subsidies	80,391	▲	Timing	Primarily timing of budgeted receipt of roads and bridge grants, offset by actual receipt of DSR pool grant and CCTV grant, and other smaller capital grants.
Contributions, Donations & Reimbursements	464,265	▲	Permanent	Receipt of developer contribution, budgeted later in the year.
1.4 Funding Balance Adjustment				
Add Back Depreciation	(315,750)	▼	Permanent	Budget amendment put through in the mid-year budget review to allow for new infrastructure to begin to be depreciated. Time delay in final completion of assets, and thus less depreciation to be allocated to the 2016/17 year.
Adjust (Profit)/Loss on Asset Disposal	(876,201)		Permanent	Non-cash loss. Accounting loss on sale of Chesterpass Rd lots, and loss on sale of Isuzu prime mover. Both of these assets had substantial non-cash income under 'revaluation increments' previously recorded, therefore the loss on sale is largely a reversal of these increases. For the Isuzu prime over, lower proceeds from sale due to quiet market, however, replacement asset cost approx.\$25 000 under budget. Also includes the variance for the lower profit on sale to budget variance.
1.5 Capital Revenues				
Proceeds from Disposal of Assets	220,506	▲	Permanent	Sale of a block of land in the Cull Road subdivision, plus minor plant and equipment.
1.6 Acquisition of Fixed Assets				
Land and Buildings	386,196	▼	Timing	Awaiting final completion and invoicing for new Stadium. Expect a timing difference until April/May as project is completed.
Plant and Equipment	(4,021)			No material variance.
Furniture and Equipment	12,549			No material variance.
Infrastructure Assets - Roads	150,985	▼	Timing	Timing in the commencement of road projects. Many minor projects begun, with purchase orders issued, but minimal invoices received to date.
Infrastructure Assets - Other	932,950	▼	Timing	Continuing timing difference on CPSP (non-building components), difference reducing as project reaches a conclusion (approx. \$700 000 in timing differences). Timing difference on the Albany Ag Society (AAS) construction (\$70 000 under budget YTD),
1.7 Financing/Borrowing				
Debt Redemption	(5,512)			No material variance.
Loan Drawn Down	0			No material variance.
1.8 Restricted Funding Movements				
Opening Funding Surplus(Deficit)	2,724			No material variance.
Transfer to Reserves	0			No material variance.
Transfer from Reserves	0			No material variance.

City of Albany
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st March 2017

Note 2: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
		2016-17		
Note	This Period	Last Period	Same Period Last Year	
	\$	\$	\$	
Current Assets				
	20,148,726	21,418,254	13,811,439	
	18,894,435	18,852,153	17,024,771	
4	1,935,851	4,666,727	1,920,327	
	4,296,676	5,141,285	1,674,286	
	205,605	205,605	205,605	
	358,292	369,057	86,491	
	51,479	75,525	21,895	
	229,609	229,609	303,950	
	640,804	842,266	816,988	
	46,761,477	51,800,481	35,865,751	
Less: Current Liabilities				
	(2,456,125)	(3,516,564)	(1,294,448)	
	0	0	0	
	(9,417)	(14,669)	(67,025)	
	(4,100,648)	(3,967,831)	(3,874,069)	
	(223,850)	(208,157)	(191,576)	
	(6,790,041)	(7,707,221)	(5,427,118)	
	924,636	1,014,621	833,876	
	(18,213,089)	(18,213,089)	(16,670,358)	
	0	0	0	
	(229,609)	(229,609)	(303,950)	
	(205,605)	(205,605)	(205,605)	
Net Current Funding Position	22,247,770	26,459,578	14,092,596	



Comments - Net Current Funding Position

City of Albany
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st March 2017

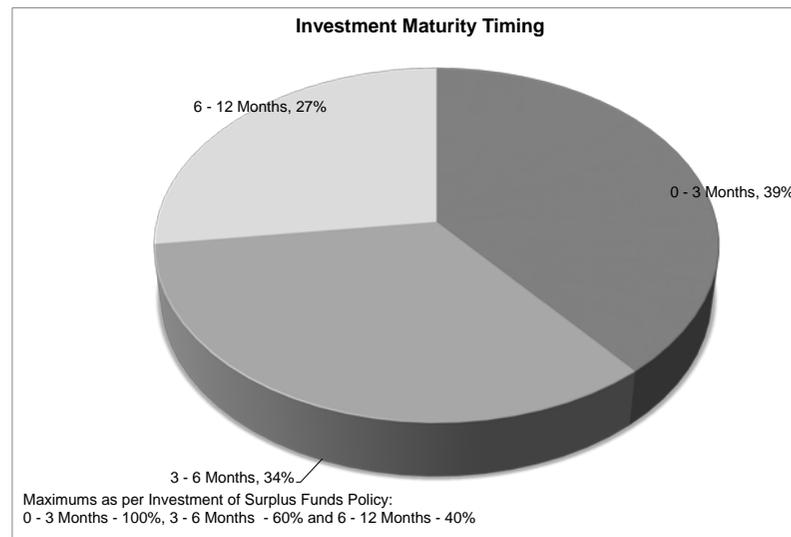
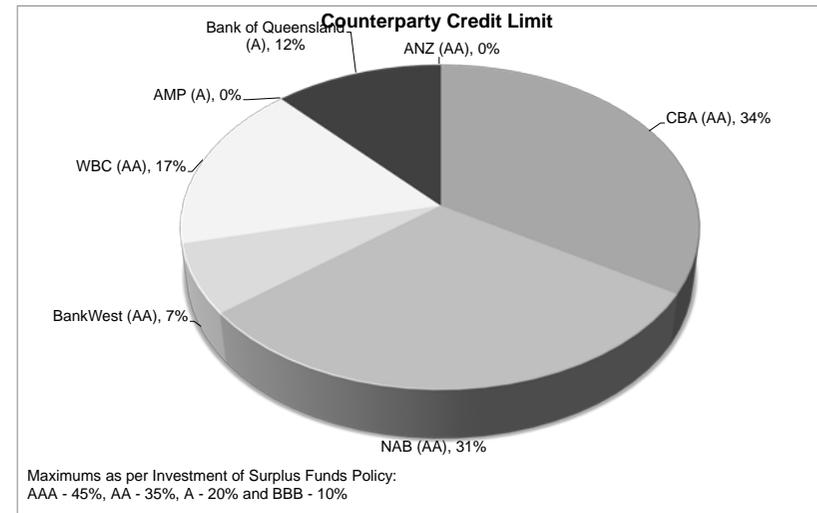
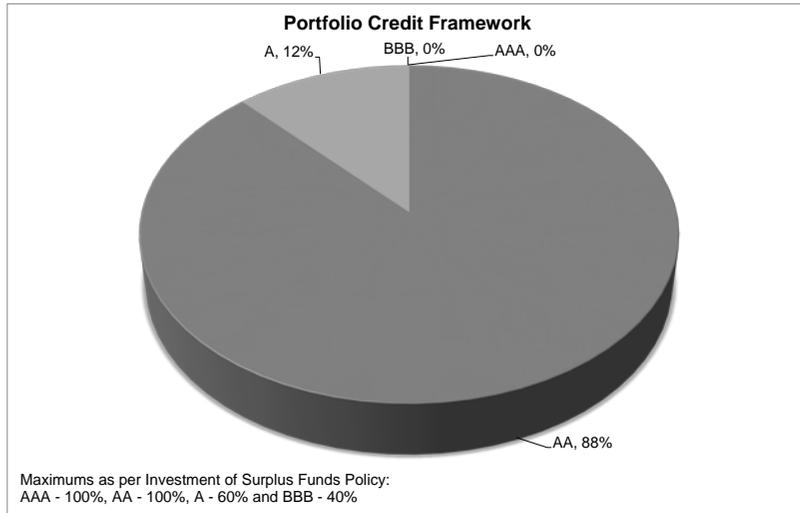
Note 3: CASH INVESTMENTS

Deposit Ref	Institution	Rating	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Expected Interest	Amount Invested (Days)			Comparative rate		Budget v Actual			
								0 - 3 Months	3 - 6 Months	6 - 12 Months	Prior Month Interest Rate	Interest Rate at time of Report	Year to Date Budget	Year to Date Actual	Var.\$	
General Municipal																
777483822	NAB	AA	14/10/2016	180	2.70%	2,500,000.00	33,288		2,500,000.00		0%	2.70%				
423914	Bank of Queensland	A	14/10/2016	181	2.75%	2,500,000.00	34,092		2,500,000.00		0%	2.75%				
292412989	NAB	AA	20/01/2017	90	2.60%	2,000,000.00	12,822	2,000,000.00			3%	2.60%				
406973	Westpac	AA	21/12/2016	121	2.70%	2,000,000.00	17,901		2,000,000.00		2.75%	2.70%				
10420949	NAB	AA	21/02/2017	62	2.32%	2,000,000.00	7,882	2,000,000.00			2.72%	2.32%				
33822504	CBA	AA	16/02/2017	90	2.31%	2,000,000.00	11,392	2,000,000.00			2.58%	2.31%				
						Subtotal		13,000,000		7,000,000				243,648	317,194	73,546.03
Restricted																
721358563	NAB	AA	21/03/2017	30	1.85%	2,500,000	3,801		2,500,000		2.72%	1.85%				
406578	Westpac	AA	9/01/2017	91	2.60%	3,000,000	19,447		3,000,000		2.75%	2.60%				
33822504	CBA	AA	24/11/2016	151	2.50%	3,000,000	31,027		3,000,000		2.50%	2.50%				
33822504	CBA	AA	29/12/2016	120	2.58%	3,000,000	25,447		3,000,000		2.55%	2.58%				
4524027	Bankwest	AA	31/10/2016	182	2.55%	2,000,000	25,430		2,000,000		2.55%	2.55%				
430127	Bank of Queensland	A	28/11/2016	182	2.80%	1,000,000	13,962		1,000,000		3.00%	2.80%				
33822504	CBA	AA	3/03/2017	122	2.37%	2,000,000	15,843		2,000,000		2.70%	2.37%				
						Subtotal		16,500,000		11,000,000				299,880	335,110	35,230.03
						Total Funds Invested		29,500,000		18,000,000				543,528	652,304	108,776.06

Comments/Notes - Cash Investments

City of Albany
 Monthly Investment Report
 For the Period Ended 31st March 2017

Note 3A: GRAPHICAL REPRESENTATION - CASH INVESTMENTS



City of Albany
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st March 2017

Note 4: RECEIVABLES

Receivables - Rates and Refuse

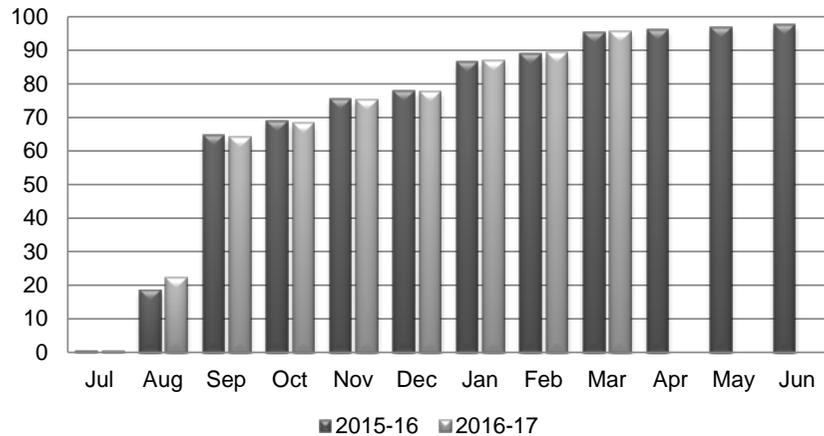
	Current 2016-17	Previous 2015-16	Total
	\$	\$	\$
Opening Arrears Previous Years		892,621	892,621
Rates Levied this year	34,139,371		34,139,371
Refuse Levied	5,869,161		5,869,161
ESL Levied	2,675,174		2,675,174
Other Charges Levied	413,981		413,981
<u>Less</u> Collections to date	(41,426,116)	(628,341)	(42,054,457)
Equals Current Outstanding	1,671,571	264,280	1,935,851
Total Rates & Charges Collectable			1,935,851
% Collected			95.60%

Receivables - General

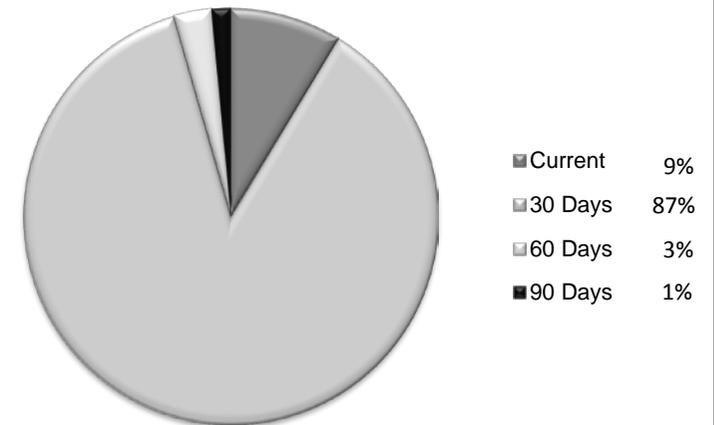
	Current	30 Days	60 Days	90 Days
	\$	\$	\$	\$
	343,628	3,440,343	116,742	58,741
Total Outstanding				<u>3,959,453</u>

Amounts shown above include GST (where applicable)

Note 4 - Rates & Refuse % Collected



Note 4 - Accounts Receivable (non-rates)



Comments/Notes - Receivables Rates and Refuse

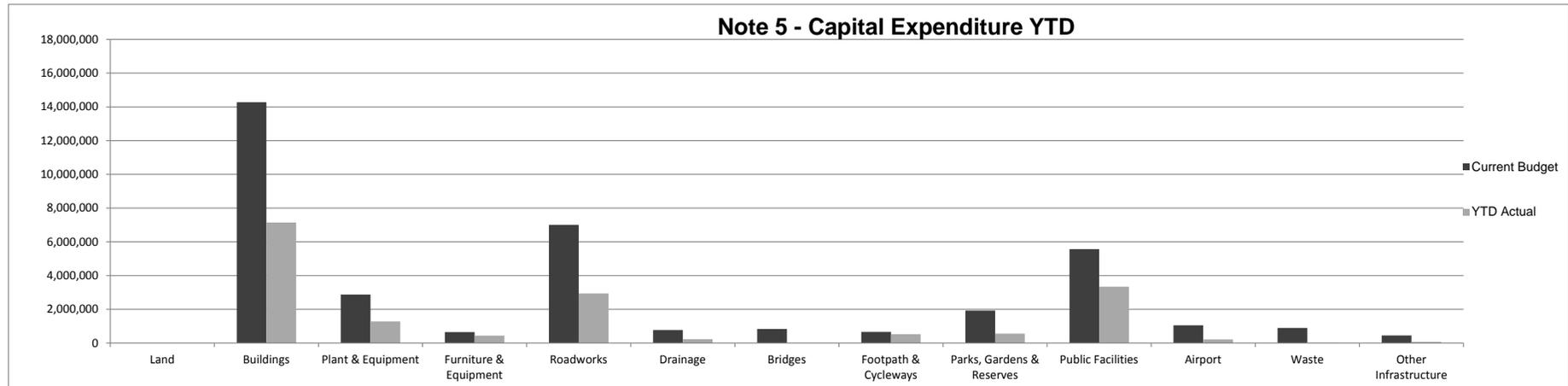
Comments/Notes - Receivables General

City of Albany
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31st March 2017

Note 5: CAPITAL ACQUISITIONS

Contributions Information					Summary Acquisitions	Original Budget	Current Budget	YTD Budget	Actual	Variance
Grants	Reserves	Borrowing	Restricted	Total						
\$	\$	\$		\$		\$			\$	\$
0	0	0	0	0	Property, Plant & Equipment	0	0	0	0	0
1,327,500	770,000	1,000,000	0	3,097,500	Land	14,261,125	14,276,377	7,527,906	7,141,710	(386,196) ▼
50,000	0	0	0	50,000	Buildings	2,858,500	2,877,500	1,271,624	1,275,645	4,021 ▲
0	0	0	0	0	Plant & Equipment	647,028	647,028	449,516	436,967	(12,549) ▼
					Furniture & Equipment					
					Infrastructure					
5,212,583	200,000	0	0	5,412,583	Roadworks	7,446,182	7,006,750	3,092,283	2,941,298	(150,985) ▼
0	175,000	0	0	175,000	Drainage	669,155	769,155	311,163	229,906	(81,257) ▼
825,000	0	0	0	825,000	Bridges	825,000	825,000	0	266	266 ▲
20,000	0	0	0	20,000	Footpath & Cycleways	664,932	652,474	542,754	523,196	(19,558) ▼
605,700	483,300	0	0	1,089,000	Parks, Gardens & Reserves	1,904,042	1,927,499	816,994	553,667	(263,327) ▼
13,035,092	467,820	500,000	0	14,002,912	Public Facilities	5,793,664	5,563,965	3,745,827	3,342,057	(403,770) ▼
0	0	0	0	0	Airport	1,070,000	1,049,010	207,593	210,555	2,962 ▲
0	890,000	0	0	890,000	Waste	890,000	890,000	100,993	15,473	(85,520) ▼
0	0	0	0	0	Other Infrastructure	364,995	445,714	145,000	62,254	(82,746) ▼
21,075,875	2,986,120	1,500,000	0	25,561,995	Totals	37,394,623	36,930,472	18,211,653	16,732,994.54	(1,478,658)

Comments - Capital Acquisitions



TRUST CHEQUES AND ELECTRONICS FUNDS TRANSFER PAYMENTS

EFT/CHQ	Date	Name	Description	Amount
			Total	\$ -

MASTERCARD TRANSACTIONS - MARCH 2017

Date	Payee	Description	Amount
02/03/2017	LINKEDIN	Position advertising - EA WARCA	\$ 208.95
08/03/2017	REGIONAL EXPRESS	A Sharpe - WACRA Interviews	\$ 374.95
08/03/2017	IBIS HOTEL	R Taylor - Accommodation - Contracts Course	\$ 455.01
13/03/2017	FACEBOOK	City of Albany Site - Social Media Monitoring	\$ 200.02
21/03/2017	REGIONAL EXPRESS	R Muirhead - NACAC meeting	\$ 545.81
21/03/2017	REGIONAL EXPRESS	A Coles - NACAC meeting - Flights	\$ 545.81
21/03/2017	REGIONAL EXPRESS	A Barnard - NACAC meeting - Flights	\$ 489.61
24/03/2017	MANTRA ST KILDA	P Terry - Accommodation - Conference	\$ 894.04
27/03/2017	REGIONAL EXPRESS	Material Supply - 3 x Tea Chests	\$ 279.85
01/03/2017	IP AUSTRALIA	IP Australia - Trademarks New - Part 1 - The Amazing South Coast	\$ 1,200.00
09/03/2017	IP AUSTRALIA	IP Australia - Trademarks New - Part 2 - The Amazing South Coast	\$ 780.00
15/03/2017	IP AUSTRALIA	IP Australia - Trademarks New - Part 3 - The Amazing South Coast	\$ 1,000.00
20/03/2017	REGIONAL EXPRESS	Flights - Perth to Albany Return - Sports Person of the Year Award - Guest Speaker - Mr Brant Garvey	\$ 492.07
23/03/2017	REGIONAL EXPRESS	Flights - Perth to Albany Return - Sports Person of the Year Award - Guest Speaker - Natalie Medwid	\$ 447.09
25/02/2017	PAYPAL - SEWLEXGROUP	Material Supply - 2 x Courier Bags	\$ 224.42
25/02/2017	SWIFTYPE.COM	Website Monthly Fee	\$ 332.64
25/02/2017	MICROSOFT	Refund	-\$ 119.00
25/02/2017	LINKEDIN	Job Advertisement	\$ 275.00
24/03/2017	SWIFTYPE.COM	Website Monthly Fee	\$ 335.61
07/03/2017	DOC WORKSAFE	Refund - Contract Administration Course - K Sutherland	-\$ 1,320.00
01/03/2017	METRO HOTEL SOUTH PERTH	Accommodation - J Van Der Mescht & A Nicoll - BAL Assessor Course	\$ 779.20
23/03/2017	QUALITY INN	Accommodation - S Reitsema - LGPA Conference	\$ 205.00
Various	SUNDRY < \$ 200.00		\$ 1,682.03
		Total	\$ 10,308.11

PAYROLL 17/03/2017 - 16/04/2017

Date	Description	Amount
29/03/2017	COA Salaries	606834.42
12/04/2017	COA - Salaries	613517.45
	Total	\$ 1,220,351.87

Chq	Date	Name	Description	Amount
31539	15/03/2017	PETTY CASH	Umpire Payments	\$ 2,350.00
31540	16/03/2017	M BERGER	Refund	\$ 125.10
31541	16/03/2017	F MULLALLY	Refund	\$ 111.20
31543	16/03/2017	T CRIDDLE & K VAUGHAN	Crossover Subsidy	\$ 132.04
31544	16/03/2017	K & J HILDER	Crossover Subsidy	\$ 243.95
31545	16/03/2017	M LONG	Crossover Subsidy	\$ 182.11
31546	16/03/2017	F & G CLARKE	Crossover Subsidy	\$ 107.69
31547	16/03/2017	HELLOWORLD SERVICE PTY LIMITED	NAC/ALH Brochure Participation Fees	\$ 1,200.00
31548	16/03/2017	WA ASSOCIATION OF CARAVAN CLUBS	Advertising	\$ 2,500.00
31549	16/03/2017	DEPARTMENT OF TRANSPORT	Amazing Albany Number Plates	\$ 200.00
31550	16/03/2017	DEPARTMENT OF TRANSPORT	Vehicle Registration	\$ 24.75
31551	16/03/2017	PIVOTEL SATELLITE PTY LIMITED	Satellite Phone Charges	\$ 250.00
31552	16/03/2017	TELSTRA CORPORATION LIMITED	Telephone Charges	\$ 25,899.56
31553	16/03/2017	WATER CORPORATION	Water Charges - Various locations	\$ 31,191.27
31554	23/03/2017	DEPARTMENT OF TRANSPORT	Vehicle Registrations	\$ 358.40
31555	23/03/2017	WATER CORPORATION	Water Charges - Various locations	\$ 5,751.60
31556	30/03/2017	MARCUS DUNSTER	Crossover Subsidy	\$ 173.27
31557	30/03/2017	CASH	Cash Float	\$ 200.00
31558	30/03/2017	PETTY CASH	Petty Cash Reimbursement	\$ 88.35
31559	30/03/2017	PIVOTEL SATELLITE PTY LIMITED	Satellite Phone Charges	\$ 124.00
31560	30/03/2017	WATER CORPORATION	Water Charges - Various locations	\$ 7,427.61
31561	30/03/2017	THE WEST AUSTRALIAN	Albany Advertiser Subscription	\$ 371.91
31563	06/04/2017	N WRIGHT	Crossover Subsidy	\$ 196.83
31564	06/04/2017	D OSCHAR	Crossover Subsidy	\$ 276.34
31565	06/04/2017	H FIELD	Crossover Subsidy	\$ 137.93
31566	06/04/2017	R CATIONS	Crossover Subsidy	\$ 146.77
31567	06/04/2017	WA COUNTRY BUILDERS	Refund	\$ 1,166.20
31568	06/04/2017	PETTY CASH	Umpire Payments	\$ 1,895.00
31570	06/04/2017	WATER CORPORATION	Water Charges - Various locations	\$ 347.25
31571	13/04/2017	PETTY CASH	Petty Cash Reimbursement	\$ 55.00
31572	13/04/2017	PETTY CASH	Petty Cash Reimbursement	\$ 289.05
31573	13/04/2017	PIVOTEL SATELLITE PTY LIMITED	Satellite Phone Charges	\$ 250.00
31574	13/04/2017	TELSTRA CORPORATION LIMITED	Telephone Charges	\$ 15,038.74
31575	13/04/2017	WATER CORPORATION	Water Charges - Various locations	\$ 14,275.12
			Total	\$ 108,634.95

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EFT	Date	Name	Description	Amount
EFT115271	16/03/2017	A & B CANVAS AUSTRALIA	Material Supply - Windssock	\$ 503.80
EFT115272	16/03/2017	ABA SECURITY	Electrical Services - Alarm System Repairs	\$ 473.00
EFT115273	16/03/2017	ABBOTTS LIQUID SALVAGE PTY LTD	Repairs and Maintenance - Grease Arrestor	\$ 258.50
EFT115274	16/03/2017	AD CONTRACTORS PTY LTD	Equipment Hire - Tandem Tippers	\$ 13,264.80
EFT115275	16/03/2017	ADVERTISER PRINT	Stationery Supplies	\$ 756.00
EFT115276	16/03/2017	AERODROME MANAGEMENT SERVICES PTY LTD	Design Services - Albany Airport Runway Upgrades	\$ 18,708.25
EFT115277	16/03/2017	ALBANY CITY LAWN	Lawn Mowing Services - Lancaster Park	\$ 1,276.00
EFT115278	16/03/2017	ALBANY V-BELT AND RUBBER	Material Supply - Automotive Components	\$ 1,048.99
EFT115279	16/03/2017	ALBANY OFFICE NATIONAL	Stationery Supplies	\$ 63.45
EFT115280	16/03/2017	ALBANY RETRAVISION	Material Supply - Bosch Washer	\$ 876.00
EFT115281	16/03/2017	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies and Office Furniture	\$ 3,968.76
EFT115282	16/03/2017	ALBANY QUALITY LAWNMOWING	Lawn Mowing	\$ 110.00
EFT115283	16/03/2017	ALBANY DOMESTIC SERVICES	Cleaning Services - Animal Waste	\$ 320.00
EFT115284	16/03/2017	ALBANY FORD & CHRYSLER JEEP	Material Supply - Beacon Mounts	\$ 132.00
EFT115285	16/03/2017	ALBANY FLOOR SANDING	Professional Services - Sand And Seal Jarrah Floor	\$ 1,000.00
EFT115286	16/03/2017	AMITY PAINTING AND DECORATING	Painting Services - BOM Buildings	\$ 6,776.00
EFT115287	16/03/2017	AMPHIBIAN PLUMBING AND GAS	Gas Services - Day Care Install	\$ 150.00
EFT115288	16/03/2017	ANNETTE DAVIS	Professional Services - Submission To Local Government Awards	\$ 200.00
EFT115289	16/03/2017	A CARMICHAEL	Staff Reimbursement	\$ 38.29
EFT115290	16/03/2017	APPRENTICE & TRAINEESHIP COMPANY	Casual Staff/Apprentice Fees	\$ 2,175.70
EFT115291	16/03/2017	ATC WORK SMART	Casual Staff/Apprentice Fees	\$ 24,809.33
EFT115292	16/03/2017	AUSTRALIA POST	Postage/Agency Fees	\$ 3,637.06
EFT115293	16/03/2017	AUSTSWIM LTD	Material Supply	\$ 59.95
EFT115294	16/03/2017	AUSSPORT PTY LTD	LED Electronic Scoreboards	\$ 23,189.12
EFT115295	16/03/2017	BADGEMATE	Staff Name Badges	\$ 16.12
EFT115296	16/03/2017	BAREFOOT CLOTHING MANUFACTURERS	Staff Uniforms	\$ 2,252.00
EFT115297	16/03/2017	WARREN CHARLES BELLETTE	Photography - Portrait Of Paul Camins	\$ 110.00
EFT115298	16/03/2017	BENARA NURSERIES	Nursery Supplies	\$ 368.50
EFT115299	16/03/2017	BENNETTS BATTERIES	Material Supply Batteries	\$ 536.80
EFT115300	16/03/2017	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Traffic Management - Various Locations	\$ 20,231.13
EFT115301	16/03/2017	BERTOLA HIRE SERVICES ALBANY PTY LTD	Equipment Hire - Mini Excavator	\$ 1,577.40
EFT115302	16/03/2017	BEST OFFICE SYSTEMS	Photocopier Supplies	\$ 460.00
EFT115303	16/03/2017	ALBANY BITUMEN SPRAYING	Works On Depression In Road Pavement	\$ 10,230.00
EFT115304	16/03/2017	BLOOMIN FLOWERS	Flower Arrangement For Vanessa Ward	\$ 80.00
EFT115305	16/03/2017	BMT OCEANICA PTY LTD	Remote Imagery Solutions	\$ 385.00
EFT115306	16/03/2017	ALBANY BOBCAT SERVICES	Equipment Hire - Bobcat And Truck	\$ 2,454.38
EFT115307	16/03/2017	BOC GASES AUSTRALIA LIMITED	Gas Cylinder Rentals Feb 2017	\$ 117.87
EFT115308	16/03/2017	BOOKEASY AUSTRALIA PTY LTD	Commission And Fees - Feb 2017	\$ 1,584.48
EFT115309	16/03/2017	AIR BP	AVGAS Purchases	\$ 322.64
EFT115310	16/03/2017	BUNNINGS GROUP LIMITED	Hardware Supplies/Tools	\$ 1,004.16
EFT115311	16/03/2017	CONNECT TECHNOLOGY AUSTRALIA	Radio Adjustment At Mt Clarence	\$ 445.50
EFT115312	16/03/2017	CABCHARGE AUSTRALIA LIMITED	Cab Charges February 2017	\$ 1,163.58
EFT115313	16/03/2017	CALIBRE CARE	Echo Lite Wheelchair Manual Lightweight	\$ 468.00
EFT115314	16/03/2017	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel Purchases - February 2017	\$ 4,772.94
EFT115315	16/03/2017	CALTEX AUSTRALIA PETROLEUM PTY LTD	Litres Diesel Fuel For Depot	\$ 12,191.95
EFT115316	16/03/2017	CAMTRANS ALBANY PTY LTD	Material Supply - Brick Pavers	\$ 5,264.00
EFT115317	16/03/2017	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Repairs/Maintenance	\$ 4,077.48
EFT115318	16/03/2017	CENTIGRADE SERVICES	Quarterly Maintenance - ALAC	\$ 1,478.12
EFT115319	16/03/2017	CLEANAWAY PTY LIMITED	Rubbish Removal Contract - February 2017	\$ 210,623.76
EFT115320	16/03/2017	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries/Gift Cards	\$ 189.50
EFT115321	16/03/2017	M COLE	Staff Reimbursement	\$ 1,107.60
EFT115322	16/03/2017	CONSTRUCTION EQUIPMENT AUSTRALIA	Plant Parts/Materials	\$ 100.07

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EFT115323	16/03/2017 COURIER AUSTRALIA	Freight Charges	\$	537.06
EFT115324	16/03/2017 HOLCIM (AUSTRALIA) PTY LTD	Material Supply - Concrete Footpath Mix	\$	6,878.74
EFT115325	16/03/2017 AL CURNOW HYDRAULICS	Material Supply	\$	98.74
EFT115326	16/03/2017 BRONWYN CUTLER	EAP Counselling Services	\$	165.00
EFT115327	16/03/2017 DATA #3 LIMITED	Microsoft Renewal - Academic Licenses For Library	\$	6,720.71
EFT115328	16/03/2017 DE JONGE MECHANICAL REPAIRS	Vehicle Servicing - Various	\$	1,837.00
EFT115329	16/03/2017 LANDGATE	Interim Valuations	\$	4,033.48
EFT115330	16/03/2017 G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning Supplies and Services	\$	4,321.70
EFT115331	16/03/2017 EVERTRANS	Repairs and Maintenance - Tail Gate	\$	143.00
EFT115332	16/03/2017 EVENTUATE	Sponsorship Consulting To Railways Football Club	\$	1,650.00
EFT115333	16/03/2017 EVENT & CONFERENCE CO PTY LTD	PTIE Full Stand	\$	690.00
EFT115334	16/03/2017 THE FIXUPPERY	Cleaning Services - Windows	\$	904.00
EFT115335	16/03/2017 IMPERIAL GROUP PTY LTD T/A GARRISONS	Ni Hao Famil Local Industry Dinner	\$	1,800.00
EFT115336	16/03/2017 JEFFREY ALLAN GIBB	Forts Store Merchandise	\$	582.00
EFT115337	16/03/2017 GIRL GUIDES WESTERN AUSTRALIA	Kidsport Vouchers	\$	200.00
EFT115338	16/03/2017 GOLD MX & FLY FM	Radio Advertising	\$	1,058.20
EFT115339	16/03/2017 K GOWER	Refund	\$	25.00
EFT115340	16/03/2017 SOUTH REGIONAL TAFE	Staff Training - Chainsaw Safety & Maintenance	\$	582.00
EFT115341	16/03/2017 GREAT SOUTHERN PEST & WEED CONTROL	Pest Control Services - Bee Removal	\$	115.50
EFT115342	16/03/2017 SOUTHERN SHARPENING SERVICES	Monthly Fire Panel Testing For Town Hall - January 2017 (C14030)	\$	360.00
EFT115343	16/03/2017 GSP WORKFORCE	Casual Staff/Apprentice Fees	\$	80.00
EFT115344	16/03/2017 GREAT SOUTHERN SUPPLIES	Cleaning Supplies	\$	5,485.69
EFT115345	16/03/2017 GREAT SOUTHERN TURF	Roll-On Lawn CPSP	\$	34,702.80
EFT115346	16/03/2017 GREAT SOUTHERN LIQUID WASTE	Servicing of Ablutions Various Locations	\$	3,177.20
EFT115347	16/03/2017 GREAT SOUTHERN BOUNDARIES	Replace Fencing At Albany Day Care	\$	3,135.00
EFT115348	16/03/2017 GSM AUTO ELECTRICAL	Material Supply - Radio	\$	299.00
EFT115349	16/03/2017 HARVEY NORMAN ALBANY	Material Supply - Keyboard And Mouse	\$	3.00
EFT115350	16/03/2017 HIGHWAY WRECKERS	Removal And Disposal Of Tyres	\$	25.00
EFT115351	16/03/2017 HISCONF	CPSP - Kitchen, Bar And Kiosk Equipment Supply	\$	29,859.50
EFT115352	16/03/2017 HUDSON SEWAGE SERVICES	Quarterly Service Fee	\$	326.25
EFT115353	16/03/2017 ICON ILLUSTRATIONS	Design Treatment Of Great Southern Music Sector Study	\$	2,348.50
EFT115354	16/03/2017 L JOLLEY	Refund	\$	33.00
EFT115355	16/03/2017 KANGAS NETBALL CLUB	Kidsport Vouchers	\$	3,860.00
EFT115356	16/03/2017 KMART ALBANY	Assorted Gym Equipment	\$	125.00
EFT115357	16/03/2017 LEASE CHOICE	Operating Lease - Photocopiers	\$	1,246.83
EFT115358	16/03/2017 STATE LIBRARY OF WESTERN AUSTRALIA	DDS Freight Recoup 2016-17 FIN Year - Albany Public Library	\$	2,371.83
EFT115359	16/03/2017 LMW HEGNEY	Property Valuation For Road Widening	\$	550.00
EFT115360	16/03/2017 LOWER KING LIQUOR & GENERAL STORE	Catering Supplies	\$	394.63
EFT115361	16/03/2017 ALBANY CITY MOTORS	Vehicle Parts	\$	95.87
EFT115362	16/03/2017 MANDALAY TECHNOLOGIES PTY LTD	Software Subscription	\$	30,248.91
EFT115363	16/03/2017 MARWICK BROTHERS MEDIA	Documentary - Green Fair On The Square	\$	1,200.00
EFT115364	16/03/2017 S MCALLISTER	Rates Refund	\$	650.60
EFT115365	16/03/2017 MCB CONSTRUCTION PTY LTD	Foundation Park - Establish Earthworks And Slab	\$	8,690.17
EFT115366	16/03/2017 M MCCAFFERY	Staff Reimbursement	\$	92.61
EFT115367	16/03/2017 MERRIFIELD REAL ESTATE	Storage Unit Rental	\$	200.00
EFT115368	16/03/2017 MHW INTEGRATION PTY LTD	AV Maintenance And Support April - June 2017	\$	6,875.00
EFT115369	16/03/2017 MIDALIA STEEL PTY LTD	Duragal Flat Bar And Post Caps Supplies	\$	58.55
EFT115370	16/03/2017 AIRPORT SECURITY PTY LTD	Aviation Security Id Card And Clearance Check	\$	220.00
EFT115371	16/03/2017 NURRUNGA COMMUNICATIONS	Material Supply	\$	194.28
EFT115372	16/03/2017 MULE CREATIVE	Web Banners - Amazing Albany	\$	180.00
EFT115373	16/03/2017 PN & ER NEWMAN QUALITY CONCRETE PRODUCTS	Concrete Products	\$	8,640.50
EFT115374	16/03/2017 NIKANA CONTRACTING PTY LTD	Rubbish Removal - Boat Harbour Skip Bin	\$	781.00
EFT115375	16/03/2017 ALBANY COMMUNITY PHARMACY	First Aid Supplies	\$	87.18
EFT115376	16/03/2017 OFFICEWORKS SUPERSTORES PTY LTD	Material Supply - Power Adaptors	\$	114.00

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EFT115377	16/03/2017 OKEEFE'S PAINTS	Paint/Painting Supplies	\$	209.03
EFT115378	16/03/2017 D OLDE	Staff Reimbursement	\$	720.00
EFT115379	16/03/2017 ORIGIN ENERGY	LP Gas Charges	\$	5,789.25
EFT115380	16/03/2017 OTIS ELEVATOR COMPANY PTY LTD	Lift Maintenance Town Hall	\$	240.43
EFT115381	16/03/2017 PASSMORE CYCLES	Trailer For Library E-Bike	\$	220.00
EFT115382	16/03/2017 AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED	Background Music - ALAC Gym	\$	1,826.43
EFT115383	16/03/2017 PERTH EXPOHIRE	Furniture And Lighting Perth Caravan And Camping Show 2017	\$	1,704.40
EFT115384	16/03/2017 PERTH SAFETY PRODUCTS PTY LTD	Artwork For Coastal Information Signage	\$	1,490.50
EFT115385	16/03/2017 FULTON HOGAN INDUSTRIES	Road Sealing Operations - Various Locations	\$	58,624.17
EFT115386	16/03/2017 PLASTICS PLUS	Material Supply - Bin for Impounded Stock Food	\$	89.00
EFT115387	16/03/2017 @THE POOLSIDE	Catering	\$	80.00
EFT115388	16/03/2017 PRE-EMPTIVE STRIKE PTY LTD	Graphic Design Services	\$	1,320.00
EFT115389	16/03/2017 PRINTSYNC BUSINESS SOLUTIONS	Photocopier Charges	\$	9.27
EFT115390	16/03/2017 RAMPED TECHNOLOGY	Professional Services - IT	\$	12,523.50
EFT115391	16/03/2017 REECE PTY LTD	Material Supply - Drainage Products CPSP	\$	19,421.38
EFT115392	16/03/2017 RICOH	Printing Charges	\$	14,398.91
EFT115393	16/03/2017 ALBANY ALUMINIUM FABRICATION	Material Supply	\$	200.00
EFT115394	16/03/2017 ROYALS SAINTS NETBALL CLUB	Kidsport Vouchers	\$	1,200.00
EFT115395	16/03/2017 E SANDERSON	Refund	\$	111.20
EFT115396	16/03/2017 SHIRE OF EAST PILBARA	Certificate Of Design	\$	150.00
EFT115397	16/03/2017 SOIL SOLUTIONS PTY LTD	Material Supply - Soil	\$	666.72
EFT115398	16/03/2017 SOUTHERN TOOL AND FASTENER CO	Material Supply - Hardware	\$	679.97
EFT115399	16/03/2017 SOUTH COAST DIVING SUPPLIES	Installation - Cape Riche Pontoon	\$	4,763.00
EFT115400	16/03/2017 SOUTH COAST ENVIRONMENTAL	Installation Of Advanced Trees At CPSP	\$	25,772.00
EFT115401	16/03/2017 SOUTHERN CROSS AUSTEREO PTY LTD	Advertising	\$	82.50
EFT115402	16/03/2017 DEPARTMENT OF THE PREMIER & CABINET	Gazettal Of Local Planning Scheme Amendment No. 19	\$	129.60
EFT115403	16/03/2017 STATEWIDE BEARINGS	Parts Supply	\$	201.52
EFT115404	16/03/2017 ALBANY LOCK SERVICE	Lock Services/Supplies	\$	263.70
EFT115405	16/03/2017 ALBANY IGA	Groceries	\$	33.23
EFT115406	16/03/2017 SYNERGY	Street Lighting Charges	\$	60,637.15
EFT115407	16/03/2017 T4 TECHNOLOGY PTY LTD	Insurance Replacement	\$	929.00
EFT115408	16/03/2017 T & C SUPPLIES	Material Supply - Hardware Supplies/Tools	\$	963.81
EFT115409	16/03/2017 T & C SUPPLIES	Community Awareness And Resilience Street Meets Prizes	\$	723.83
EFT115410	16/03/2017 TALIS CONSULTANTS PTY LTD	Professional Services	\$	13,282.50
EFT115411	16/03/2017 THE 12 VOLT WORLD	Supply & Installation - Reverse Camera	\$	978.00
EFT115412	16/03/2017 THINKWATER ALBANY	Irrigation Supplies	\$	3,160.93
EFT115413	16/03/2017 TOTAL GREEN RECYCLING	E-Waste Recycling	\$	1,352.73
EFT115414	16/03/2017 TOURISM AUSTRALIA	ATE Australia Tourism Exchange 2017	\$	4,110.00
EFT115415	16/03/2017 TRUCKLINE	Material Supply - Jockey Leg	\$	609.24
EFT115416	16/03/2017 UMBRELLA ENTERTAINMENT PTY LTD	Forts Store Merchandise	\$	239.05
EFT115417	16/03/2017 UNITED BOOK DISTRIBUTORS	Forts Store Merchandise	\$	136.50
EFT115418	16/03/2017 WA NATURALLY PUBLICATIONS	Visitors Centre Merchandise	\$	649.41
EFT115419	16/03/2017 ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$	652.52
EFT115420	16/03/2017 WESTERBERG PANEL BEATERS	Vehicle Towing - Chester Pass Road	\$	136.40
EFT115421	16/03/2017 WESTRAC EQUIPMENT PTY LTD	Material Supply	\$	142.97
EFT115422	16/03/2017 WALGA	Position Description Classification	\$	88.00
EFT115423	16/03/2017 WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising	\$	7,016.93
EFT115424	16/03/2017 HOLIDAY GUIDE PTY LTD	Marketing Fees - Feb 2017	\$	253.20
EFT115425	16/03/2017 WILD EYED PRESS PTY LTD	Visitors Centre Merchandise	\$	274.60
EFT115426	16/03/2017 WURTH AUSTRALIA PTY LTD	Material Supplies	\$	90.94
EFT115427	16/03/2017 Z-CARD POCKETMEDIA SOLUTIONS	Printing Services	\$	7,425.00
EFT115428	16/03/2017 ZENITH LAUNDRY	Laundry Services/Hire	\$	46.15
DD24666.1	14/03/2017 WA SUPER	Payroll deductions	\$	80,985.44
DD24666.2	14/03/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	\$	625.00

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DD24666.3	14/03/2017 ABUNDANT SPERANNUATION FUND	Superannuation contributions	\$	431.68
DD24666.4	14/03/2017 ASGARD	Superannuation contributions	\$	1,241.55
DD24666.5	14/03/2017 LOCAL GOVERNMENT SUPER	Superannuation contributions	\$	528.37
DD24666.6	14/03/2017 DESMO SUPERANNUATION FUND	Superannuation contributions	\$	636.92
DD24666.7	14/03/2017 CBUS	Superannuation contributions	\$	666.90
DD24666.8	14/03/2017 AMP SUPERANNUATION SAVINGS	Superannuation contributions	\$	1,577.92
DD24666.9	14/03/2017 HOSTPLUS PTY LTD	Superannuation contributions	\$	456.87
DD24666.10	14/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	352.72
DD24666.11	14/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	149.48
DD24666.12	14/03/2017 REST SUPERANNUATION	Payroll deductions	\$	1,998.28
DD24666.13	14/03/2017 TAL SUPERANNUATION LIMITED	Superannuation contributions	\$	204.50
DD24666.14	14/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION	Superannuation contributions	\$	100.57
DD24666.15	14/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION	Superannuation contributions	\$	63.52
DD24666.16	14/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	305.16
DD24666.17	14/03/2017 NATIONAL MUTUAL RETIREMENT FUND	Superannuation contributions	\$	123.99
DD24666.18	14/03/2017 PRIME SUPER	Superannuation contributions	\$	783.21
DD24666.19	14/03/2017 MLC MASTERKEY BUSINESS SUPER	Superannuation contributions	\$	743.44
DD24666.20	14/03/2017 SUPERWRAP PERSONAL SUPER PLAN	Superannuation contributions	\$	409.98
DD24666.21	14/03/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	\$	587.14
DD24666.22	14/03/2017 OAK TREE SUPERANNUATION FUND	Superannuation contributions	\$	216.18
DD24666.23	14/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	126.45
DD24666.24	14/03/2017 FIRST SUPER	Superannuation contributions	\$	192.59
DD24666.25	14/03/2017 CARE SUPER PTY LTD	Superannuation contributions	\$	381.23
DD24666.26	14/03/2017 FIRST STATE SUPER	Superannuation contributions	\$	627.57
DD24666.27	14/03/2017 SPECTRUM SUPER	Superannuation contributions	\$	310.17
DD24666.28	14/03/2017 AUSTRALIAN SUPER	Payroll deductions	\$	6,681.82
DD24666.29	14/03/2017 SUPERWRAP PERSONAL SUPER PLAN	Superannuation contributions	\$	244.15
DD24666.30	14/03/2017 NORTH PERSONAL SUPERANNUATION & PENSION FUND	Superannuation contributions	\$	202.36
DD24666.31	14/03/2017 AJW SUPERANNUATION FUND	Superannuation contributions	\$	244.50
DD24666.32	14/03/2017 AUSTRALIAN CATHOLIC SUPERANNUATION	Superannuation contributions	\$	81.46
DD24666.33	14/03/2017 SUNSUPER SUPERANNUATION	Superannuation contributions	\$	577.64
DD24666.34	14/03/2017 MTAA SUPERANNUATION FUND	Superannuation contributions	\$	436.22
DD24666.35	14/03/2017 IOOF EMPLOYEE SUPER	Superannuation contributions	\$	271.25
DD24666.36	14/03/2017 RUSSELL SUPERSOLUTION MASTER TRUST	Superannuation contributions	\$	202.34
DD24666.37	14/03/2017 ASGARD	Superannuation contributions	\$	86.80
DD24666.38	14/03/2017 AUSTRALIAN ETHICAL SUPERANNUATION FUND	Superannuation contributions	\$	220.35
DD24666.39	14/03/2017 ONEPATH MASTERFUND	Superannuation contributions	\$	205.82
DD24666.40	14/03/2017 MLC MASTERKEY SUPERANNUATION	Superannuation contributions	\$	428.67
DD24666.41	14/03/2017 COMMONWALTH ESSENTIAL SUPER	Superannuation contributions	\$	65.51
DD24666.42	14/03/2017 UNI SUPER	Superannuation contributions	\$	161.06
DD24666.43	14/03/2017 THE UNIVERSAL SUPER SCHEME	Superannuation contributions	\$	194.58
DD24666.44	14/03/2017 AMP RETIREMENT TRUST	Superannuation contributions	\$	197.13
DD24666.45	14/03/2017 AMP SUPERANNUATION SAVINGS	Superannuation contributions	\$	65.84
DD24666.46	14/03/2017 MACAULAY SUPER FUND	Superannuation contributions	\$	218.56
DD24666.47	14/03/2017 IOOF GLOBAL ONE	Superannuation contributions	\$	105.63
DD24666.48	14/03/2017 ANZ SMART CHOICE SUPER	Superannuation contributions	\$	216.18
DD24666.49	14/03/2017 FUTURE SUPER	Superannuation contributions	\$	273.12
DD24666.50	14/03/2017 COLONIAL SUPER RETIREMENT FUND	Superannuation contributions	\$	185.31
DD24666.51	14/03/2017 BT SUPER	Superannuation contributions	\$	176.38
DD24666.52	14/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	197.13
DD24666.53	14/03/2017 MACQUARIE SUPER CONSOLIDATOR	Superannuation contributions	\$	161.51
DD24666.54	14/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	281.47
DD24666.55	14/03/2017 MASON SUPERANNUATION FUND	Superannuation contributions	\$	196.92
DD24666.56	14/03/2017 IOOF INVESTMENT MANAGEMENT LTD	Superannuation contributions	\$	187.68

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DD24666.57	14/03/2017 AMP SUPERANNUATION SAVINGS	Superannuation contributions	\$	750.04
DD24666.58	14/03/2017 HESTA SUPER FUND	Superannuation contributions	\$	789.92
DD24666.59	14/03/2017 SUPERANNUATION FUND	Superannuation contributions	\$	273.83
DD24666.60	14/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION	Payroll deductions	\$	224.85
EFT115429	17/03/2017 J. A. BAIRSTOW	Rates Refund	\$	734.20
EFT115430	17/03/2017 M & T BRADLEY	Rates Refund	\$	2,084.74
EFT115431	22/03/2017 TELSTRA CORPORATION LIMITED	Telephone Charges	\$	103.88
EFT115432	23/03/2017 JADES @ 14 PEELS PLACE	Catering - Alliance Training	\$	165.00
EFT115433	23/03/2017 ABA SECURITY	Security Services	\$	176.00
EFT115434	23/03/2017 ACORN TREES AND STUMPS	Arborist Services - Tree Removal And Grinding	\$	2,189.00
EFT115435	23/03/2017 ACTIVE PLUMBING PTY LTD	Clean And Replace Filters On Fountain	\$	93.50
EFT115436	23/03/2017 AD CONTRACTORS PTY LTD	Material Supply Turf Sand	\$	35,270.74
EFT115437	23/03/2017 ADVERTISER PRINT	Material Supply - Running Books	\$	891.00
EFT115438	23/03/2017 AFL SPORTSREADY LTD	Casual Staff/Apprentice Fees	\$	2,411.55
EFT115439	23/03/2017 AIRPORT LIGHTING SPECIALISTS PTY LTD	Material Supply - Runway Lights	\$	3,040.51
EFT115440	23/03/2017 ALBANY INDUSTRIAL SERVICES PTY LTD	C16025 Earthworks AAS Pavilions	\$	71,427.51
EFT115441	23/03/2017 ALBANY SOIL AND CONCRETE TESTING	Site Classification	\$	1,642.30
EFT115442	23/03/2017 ALBANY V-BELT AND RUBBER	Material Supply - Filters	\$	402.11
EFT115443	23/03/2017 ALBANY SWEEP CLEAN	Cleaning Services - Sweeping Feb 2017	\$	6,072.00
EFT115444	23/03/2017 ALBANY ATHLETICS GROUP INCORPORATED	Sub Lease Rent	\$	1,000.00
EFT115445	23/03/2017 ALBANY CHAMBER OF COMMERCE AND INDUSTRY	Meet The Candidate Business Breakfast	\$	275.00
EFT115446	23/03/2017 ALBANY SPEEDWAY CLUB INC	Grant - Super Sedan National Title	\$	11,000.00
EFT115447	23/03/2017 ALBANY AUTO ONE	Material Supply - Bush Kit	\$	28.00
EFT115448	23/03/2017 ALBANY SKIPS AND WASTE SERVICES PTY LTD	Rubbish Collection - Mercer Road Parks And Gardens	\$	452.50
EFT115449	23/03/2017 ALBANY OFFICE PRODUCTS DEPOT	Furniture Supplies - Filing Cabinet	\$	2,016.97
EFT115450	23/03/2017 ALBANY CITY CABS AND TRANSPORT	YAC Taxi Fares	\$	53.40
EFT115451	23/03/2017 ALBANY IRRIGATION & DRILLING	Installation of Bores	\$	2,814.48
EFT115452	23/03/2017 ALBANY APPLIANCE REPAIR	Repairs And Maintenance - Oven	\$	383.40
EFT115453	23/03/2017 ALINTA	Gas Charges - Day Care	\$	796.80
EFT115454	23/03/2017 AMPHIBIAN PLUMBING AND GAS	Plumbing Repairs/Maintenance	\$	9,949.48
EFT115455	23/03/2017 APPRENTICE & TRAINEESHIP COMPANY	Casual Staff/Apprentice Fees	\$	1,079.71
EFT115456	23/03/2017 ARBORWEST TREE FARM	Material Supply - Trees CPSP	\$	10,560.00
EFT115457	23/03/2017 ARDESS NURSERY	Nursery Supplies	\$	397.35
EFT115458	23/03/2017 ATC WORK SMART	Casual Staff/Apprentice Fees	\$	25,889.29
EFT115459	23/03/2017 BADGEMATE	Staff Name Badges	\$	254.65
EFT115460	23/03/2017 BAREFOOT CLOTHING MANUFACTURERS	Staff Uniforms - ALAC	\$	172.65
EFT115461	23/03/2017 BATTERY WORLD	Materials Supply - Batteries	\$	9.20
EFT115462	23/03/2017 PAUL BEACON - BEACON EQUIPMENT	Supply & Delivery - John Deere 1575 Mower	\$	45,180.00
EFT115463	23/03/2017 BENNETTS BATTERIES	Material Supply - Grease	\$	633.60
EFT115464	23/03/2017 ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Traffic Management - Various Locations	\$	14,071.05
EFT115465	23/03/2017 BERTOLA HIRE SERVICES ALBANY PTY LTD	Equipment Hire - Mini Excavator	\$	644.49
EFT115466	23/03/2017 BEST OFFICE SYSTEMS	Photocopier Charges	\$	779.00
EFT115467	23/03/2017 BIBBULMUN CAFE	Catering - LGS Alliance	\$	245.65
EFT115468	23/03/2017 J. BLACKWOOD & SON PTY LTD	Material Supply - Cement	\$	913.88
EFT115469	23/03/2017 BLOOMING MINDS WA PTY LTD	Mental Health Training	\$	3,025.00
EFT115470	23/03/2017 ALBANY BOBCAT SERVICES	Equipment Hire - Bobcat and Truck	\$	2,150.50
EFT115471	23/03/2017 BOOKMARKETING - GARY SPELLER	Material Supply - Literature	\$	26.00
EFT115472	23/03/2017 AIR BP	AVGAS Purchases	\$	294.92
EFT115473	23/03/2017 COLIN BRINHAM FENCING & RETAINING WALLS	Post And Rail Bollards - ALAC Carpark	\$	17,957.50
EFT115474	23/03/2017 BROCKS	Flooring Supplies - Grout Etc.	\$	86.50
EFT115475	23/03/2017 S BROOKS	Staff Reimbursement	\$	147.00
EFT115476	23/03/2017 BUNNINGS GROUP LIMITED	Material Supply - Pine Mouldings	\$	119.60
EFT115477	23/03/2017 BUSY BLUE BUS	Charter Of A Small Bus	\$	1,022.50
EFT115478	23/03/2017 C&C MACHINERY CENTRE	Material Supply - Noremat Hammers	\$	2,993.15

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EFT115479	23/03/2017 CALTEX AUSTRALIA PETROLEUM PTY LTD	Diesel Fuel For Depot	\$	10,928.96
EFT115480	23/03/2017 CAMTRANS ALBANY PTY LTD	Material Supply - Brick Pavers	\$	14,212.80
EFT115481	23/03/2017 CAMLYN SPRINGS	Water Container Refills - All Locations	\$	1,498.00
EFT115482	23/03/2017 J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Repairs/ Maintenance	\$	3,002.31
EFT115483	23/03/2017 CATALYSE RESEARCH & STRATEGY	Community Perception Survey	\$	5,500.00
EFT115484	23/03/2017 EWAN CATTO	Cleaning Services - VAC	\$	140.00
EFT115485	23/03/2017 WA CLEANING EQUIPMENT REPAIRS	Cleaning Services - ALAC Equipment	\$	410.72
EFT115486	23/03/2017 COATES HIRE OPERATIONS PTY LIMITED	Variable Message Board	\$	97.39
EFT115487	23/03/2017 COLES SUPERMARKETS AUSTRALIA PTY LTD	Gift Vouchers - Neighbours Day	\$	366.22
EFT115488	23/03/2017 COURIER AUSTRALIA	Freight Charges	\$	301.61
EFT115489	23/03/2017 CREATIVE PLAYING	Forts Store Merchandise	\$	530.59
EFT115490	23/03/2017 DOWNER EDI WORKS PTY LTD	Material Supply - Drops Of Hot Mix	\$	1,370.46
EFT115491	23/03/2017 HOLCIM (AUSTRALIA) PTY LTD	Material Supply - Concrete Kerb Mix	\$	412.50
EFT115492	23/03/2017 CUBIC PROMOTE ZOOMSTIX	USBS With City Logos	\$	4,446.75
EFT115493	23/03/2017 ROGER HAYWARD CUNNINGTON	Forts Store Merchandise	\$	288.00
EFT115494	23/03/2017 CYNERGIC COMMUNICATIONS	Managed Server License	\$	843.90
EFT115495	23/03/2017 D & K ENGINEERING	Repairs And Maintenance - Hooklift Bin	\$	66.00
EFT115496	23/03/2017 DATA #3 LIMITED	SAP Crystal Reports 2016 - Licence	\$	1,068.91
EFT115497	23/03/2017 DAVID ROBERTS GRAPHICS	Bluebeam Licences And Maintenance	\$	2,935.68
EFT115498	23/03/2017 DE JONGE MECHANICAL REPAIRS	Vehicle Service - Log Book	\$	1,431.00
EFT115499	23/03/2017 CGS QUALITY CLEANING	Cleaning Contract	\$	1,567.95
EFT115500	23/03/2017 DE LAGE LANDEN PTY LIMITED	Professional Services	\$	6,319.50
EFT115501	23/03/2017 DEPARTMENT OF LANDS	Lodgement Fees - Drainage Easement	\$	850.80
EFT115502	23/03/2017 DEPARTMENT OF PARKS AND WILDLIFE	Visitors Centre Merchandise	\$	1,584.00
EFT115503	23/03/2017 DEPARTMENT OF TRANSPORT	Vehicle Search Fees	\$	201.30
EFT115504	23/03/2017 G & M DETERGENTS & HYGIENE SERVICES ALBANY	Sanitary Services - Feb 2017	\$	1,497.98
EFT115505	23/03/2017 DOG ROCK MOTEL	Accommodation - Consultant - Employee Wellness Program	\$	244.40
EFT115506	23/03/2017 DYLANSON THE TERRACE	Catering	\$	1,265.00
EFT115507	23/03/2017 DYMOCKS ALBANY	Material Supply - Literature	\$	50.98
EFT115508	23/03/2017 ECOTECH PTY LTD	Emu Point Anemometer Reporting	\$	511.50
EFT115509	23/03/2017 ELANDRIAL GAMES	Material Supply - Game - Library Youth Services	\$	26.00
EFT115510	23/03/2017 ELDERS LIMITED	Material Supply - Multigrow	\$	612.00
EFT115511	23/03/2017 LAYTON TECHNOLOGY PTY LTD	Subscription Services - Service Desk And Auditwizard	\$	1,639.00
EFT115512	23/03/2017 ALBANY FENCING COMPANY	Christmas Festival And Pageant - CCB For Roundabout	\$	1,430.00
EFT115513	23/03/2017 FRANKS LOADER SERVICE	Equipment Hire - Loader And Rake	\$	852.50
EFT115514	23/03/2017 GALLERY 500	Material Supply - Paint	\$	39.10
EFT115515	23/03/2017 ALBANY ASPHALT SERVICES	Professional Services - CPSP	\$	174,130.75
EFT115516	23/03/2017 GREAT SOUTHERN GROUP TRAINING INC	Casual Staff/Apprentice Fees	\$	3,369.02
EFT115517	23/03/2017 SOUTH REGIONAL TAFE	Traffic Control Training	\$	993.40
EFT115518	23/03/2017 GREEN SKILLS INCORPORATED	Reserve Maintenance Services - C16009	\$	698.34
EFT115519	23/03/2017 SOUTHERN SHARPENING SERVICES	Forts Store Merchandise	\$	513.00
EFT115520	23/03/2017 GREAT SOUTHERN SUPPLIES	Cleaning Stock - Bulk	\$	2,159.11
EFT115521	23/03/2017 GREENMAN TRADING COMPANY	Arborist Consultation	\$	148.50
EFT115522	23/03/2017 GWN GREAT SOUTHERN	Advertising - Share The Road	\$	818.40
EFT115523	23/03/2017 M HAMMOND	Staff Reimbursement	\$	139.36
EFT115524	23/03/2017 HART SPORT	Material Supply - Mouthguards	\$	77.90
EFT115525	23/03/2017 HB DISPLAYS	Material Supply - Signage	\$	400.70
EFT115526	23/03/2017 YOGASUN STUDIO	Services - Art Classes	\$	240.00
EFT115527	23/03/2017 HOBBS SMITH AND HOLMES PTY LTD	Refund - CTF Levy	\$	800.00
EFT115528	23/03/2017 RATTEN AND SLATER MACHINERY	Vehicle Parts - Various	\$	255.29
EFT115529	23/03/2017 H AND H ARCHITECTS	Preparation Of Documentation - Project	\$	3,998.50
EFT115530	23/03/2017 INTERNATIONAL ART SPACE PTY LTD	Professional Services - Future Recall Exhibition Tour	\$	1,850.00
EFT115531	23/03/2017 ITOMIC WEB SPECIALISTS	Development And Integration - Amazing Albany Website	\$	20,956.67
EFT115532	23/03/2017 JACK THE CHIPPER	Equipment Hire - Truck And Chipper	\$	2,028.13

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EFT115533	23/03/2017 ALBANY MAPPING AND SURVEYING SERVICES	Surveying Services	\$	7,548.75
EFT115534	23/03/2017 JASON SIGNMAKERS	Material Supply - Traffic Cones	\$	6,138.00
EFT115535	23/03/2017 STUART KILBY	Clean Up Day At VAC	\$	175.00
EFT115536	23/03/2017 KMART ALBANY	Material Supply - Lego Club Products	\$	300.00
EFT115537	23/03/2017 CALTEX ENERGY WA	Diesel Fuel Supplies	\$	574.00
EFT115538	23/03/2017 LOCHNESS LANDSCAPE SERVICES	Contract Mowing Round February 2017	\$	8,526.50
EFT115539	23/03/2017 K LYALL	Staff Reimbursement	\$	64.96
EFT115540	23/03/2017 M & A STEEL FABRICATION	Pipe Cutting Services	\$	60.50
EFT115541	23/03/2017 M AND B SALES PTY LTD	Timber Supplies	\$	4,083.80
EFT115542	23/03/2017 ALBANY CITY MOTORS	Vehicle Supplies - Hub Cap	\$	69.48
EFT115543	23/03/2017 MARSHALL MOWERS	Mower Repairs	\$	145.20
EFT115544	23/03/2017 MCINTOSH AND SON PERTH	Purchase of Wessex Proline CRX240 Finishing Mower	\$	9,768.00
EFT115545	23/03/2017 DEPARTMENT OF SPORT AND RECREATION	Recreation Camp & Team Games	\$	456.00
EFT115546	23/03/2017 MISHVISION FILMS	After Movie - Colour Run	\$	200.00
EFT115547	23/03/2017 MOUNT ROMANCE AUSTRALIA PTY LTD	Forts Store Merchandise	\$	119.77
EFT115548	23/03/2017 MULE CREATIVE	Design Services - Youth Week Poster	\$	480.00
EFT115549	23/03/2017 NEVILLES HARDWARE & BUILDING SUPPLIES	Hardware Supplies/Tools	\$	1,827.75
EFT115550	23/03/2017 ALBANY NEWS DELIVERY	Newspaper Deliveries	\$	220.52
EFT115551	23/03/2017 NLC PTY LTD	Novated Lease And Associated Costs	\$	1,351.30
EFT115552	23/03/2017 THE DIGITAL IMAGINEERS COMPANY	Produce Program Segments - Whale Tours And NAC Advertising	\$	4,400.00
EFT115553	23/03/2017 OCS SERVICES PTY LTD	Cleaning Services - VAC	\$	428.73
EFT115554	23/03/2017 OFFICEWORKS SUPERSTORES PTY LTD	Material Supply - Computer Equipment	\$	81.94
EFT115555	23/03/2017 OKEEFE'S PAINTS	Material Supply - Tip And Seal Paint	\$	358.14
EFT115556	23/03/2017 IXOM	Chlorine Supplies	\$	348.50
EFT115557	23/03/2017 ORIGIN ENERGY	LP Gas Charges	\$	4,378.95
EFT115558	23/03/2017 OYSTER HARBOUR LANDSCAPE SUPPLIES	Installation Of Trees At CPSP	\$	11,490.00
EFT115559	23/03/2017 PALMER EARTHMOVING (AUSTRALIA) PTY LTD	Equipment Hire - Rotary Hoe	\$	506.00
EFT115560	23/03/2017 PENROSE PROFESSIONAL LAWCARE	Lawn Mowing Services - VAC	\$	264.00
EFT115561	23/03/2017 PERTH SAFETY PRODUCTS PTY LTD	Material Supply - Signage	\$	616.00
EFT115562	23/03/2017 FULTON HOGAN INDUSTRIES	Professional Services - CPSP C16022	\$	564,200.97
EFT115563	23/03/2017 PPCA	License Fee For Music And Sounds In Public - ALAC Gym	\$	155.92
EFT115564	23/03/2017 PRDW AUSTRALIA PTY LTD	Emu Point Structure Condition Assessment	\$	2,640.00
EFT115565	23/03/2017 PRE-EMPTIVE STRIKE PTY LTD	Amazing Albany Caravan And Camping Guide Printing	\$	1,100.00
EFT115566	23/03/2017 PUBLIC LIBRARIES AUSTRALIA LTD	PLA Econnect March Subscription	\$	209.55
EFT115567	23/03/2017 RAECO INTERNATIONAL PTY LTD	Material Supply - Single Fold Mat	\$	197.05
EFT115568	23/03/2017 REEVES AND COMPANY BUTCHERS PTY LTD	Catering - Staff BBQ	\$	385.50
EFT115569	23/03/2017 REECE PTY LTD	Material Supply - Drainage Products CPSP	\$	845.02
EFT115570	23/03/2017 WR PAVING - WP REID	Paving Repair Westrail Building	\$	300.00
EFT115571	23/03/2017 THE ROYAL LIFE SAVING SOCIETY WA INC	Call Centre Charges - February 2017	\$	341.99
EFT115572	23/03/2017 UNITED TOOLS ALBANY	Material Supply - Welding Helmet	\$	169.00
EFT115573	23/03/2017 ALBANY SCAFFOLD HIRE	Christmas Pageant 2016 - Hire Of Scaffolding	\$	440.00
EFT115574	23/03/2017 SEA DRAGON BOTANICALS PTY LTD	Visitors Centre Merchandise	\$	198.00
EFT115575	23/03/2017 SEEK LIMITED	Advertising - Job Vacancies	\$	891.00
EFT115576	23/03/2017 G & L SHEETMETAL	Material Supply - Roof Flashings	\$	412.20
EFT115577	23/03/2017 SKILL HIRE WA PTY LTD	Casual Staff/Apprentice Fees	\$	6,849.12
EFT115578	23/03/2017 SKIPPER TRANSPORT PARTS	Material Supply - Parts	\$	719.73
EFT115579	23/03/2017 SMITHS ALUMINIUM AND 4WD CENTRE	Construct Aluminium Treadplate Ramp	\$	1,037.00
EFT115580	23/03/2017 SMITH CONSTRUCTIONS BUNBURY	CPSP Construction C15033	\$	427,450.39
EFT115581	23/03/2017 SOIL SOLUTIONS PTY LTD	Bulk Green Waste February 2017	\$	25,168.52
EFT115582	23/03/2017 SOUTHERN TOOL AND FASTENER CO	Material Supply - Bar And Cutter Lube	\$	399.20
EFT115583	23/03/2017 SOUTHERN CROSS AUSTEREO PTY LTD	Advertising - Share The Road	\$	1,478.40
EFT115584	23/03/2017 GARY OWEN SPENCE	Lawn Mowing Services - Day Care March 2017	\$	115.00
EFT115585	23/03/2017 SPOT-ON RADIATOR SERVICE	Repairs and Maintenance - Radiator	\$	124.00
EFT115586	23/03/2017 SPUR OF THE MOMENT DESIGN	Graphic Design - Maps	\$	2,750.00

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EFT115587	23/03/2017 STAR SALES AND SERVICE	Material Supply - Knapsack	\$	129.00
EFT115588	23/03/2017 STEWART AND HEATON CLOTHING PTY LTD	BFB Protective Clothing	\$	687.59
EFT115589	23/03/2017 ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	Training - First Aid	\$	199.00
EFT115590	23/03/2017 ALBANY LOCK SERVICE	C14003 - Sanford Road Standpipe Padlock	\$	223.30
EFT115591	23/03/2017 SYNERGY	Electricity Supplies	\$	3,990.05
EFT115592	23/03/2017 T4 TECHNOLOGY PTY LTD	Insurance Replacement	\$	229.00
EFT115593	23/03/2017 T & C SUPPLIES	Material Supply - Hardware	\$	693.97
EFT115594	23/03/2017 THE 12 VOLT WORLD	Supply & Install - Redarc Braking System	\$	1,745.00
EFT115595	23/03/2017 THINKWATER ALBANY	Material Supply - Irrigation CPSP	\$	10,570.51
EFT115596	23/03/2017 TOTAL GREEN RECYCLING	E-Waste Recycling February 2017	\$	1,210.00
EFT115597	23/03/2017 CENTAMAN SYSTEMS PTY LTD	ALAC Centaman Upgrade	\$	8,085.00
EFT115598	23/03/2017 TRUCKLINE	Vehicle Parts - Various	\$	165.77
EFT115599	23/03/2017 TRUCK CENTRE WA PTY LTD	Vehicle Parts - Various	\$	221.54
EFT115600	23/03/2017 ALBANY TYREPOWER	Tyre Repairs/Maintenance/Purchases	\$	1,207.60
EFT115601	23/03/2017 VERO INSURANCE	Excess Insurance Payment	\$	1,300.00
EFT115602	23/03/2017 VISIT MERCHANDISE PTY LTD	Visitors Centre Merchandise	\$	671.66
EFT115603	23/03/2017 ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$	973.61
EFT115604	23/03/2017 WESTERBERG PANEL BEATERS	Excess Insurance Payment	\$	395.00
EFT115605	23/03/2017 WESTRAC EQUIPMENT PTY LTD	Grader Repairs	\$	393.25
EFT115606	23/03/2017 WALGA	WALGA Training For Elected Members	\$	655.00
EFT115607	23/03/2017 WESTSHRED DOCUMENT DISPOSAL	Document Disposal	\$	353.10
EFT115608	23/03/2017 WESTERN WORK WEAR	First Aid Equipment/Fire Extinguisher	\$	141.82
EFT115609	23/03/2017 TEENA-LOUISE WILLIAMS	Cleaning Services - Wellstead Toilets	\$	880.00
EFT115610	23/03/2017 WOOD AND GRIEVE ENGINEERS	Professional Services Pavement Investigation - Albany Hwy	\$	1,828.75
EFT115611	23/03/2017 WORLD MANAGER PTY LTD	Subscription/Licence Fee - Communications And Training	\$	2,640.00
EFT115612	23/03/2017 ZENITH LAUNDRY	Laundry Services/Linen Supplies	\$	34.32
EFT115613	23/03/2017 CLUSTER NAVIGATORS LIMITED	Professional Services - Economic Advisory	\$	3,718.86
EFT115614	27/03/2017 DEPARTMENT OF TRANSPORT	Vehicle Registrations	\$	384.30
EFT115615	27/03/2017 DORTCH AND CUTHBERT PTY LTD	Aboriginal Heritage Survey For The Albany Heritage Park	\$	10,551.20
EFT115616	30/03/2017 JADES @ 14 PEELS PLACE	Catering	\$	283.50
EFT115617	30/03/2017 ACORN TREES AND STUMPS	Slash Long Grass Around The Main Stadium	\$	1,122.00
EFT115618	30/03/2017 AD CONTRACTORS PTY LTD	Equipment Hire - DFES Fire	\$	19,418.90
EFT115619	30/03/2017 ADVERTISER PRINT	Advertising Print - Annual Reports	\$	2,131.00
EFT115620	30/03/2017 ALBANY INDUSTRIAL SERVICES PTY LTD	Equipment Hire Semi, Grader, Roller And Water Cart	\$	11,867.90
EFT115621	30/03/2017 OPTeon (ALBANY AND GREAT SOUTHERN WA)	Land Valuations	\$	1,320.00
EFT115622	30/03/2017 ALBANY SOIL AND CONCRETE TESTING	Professional Services	\$	1,408.00
EFT115623	30/03/2017 ALBANY OFFICE NATIONAL	Stationery Supplies	\$	80.85
EFT115624	30/03/2017 ALBANY MOTORCYCLES	Bike Ramps	\$	347.90
EFT115625	30/03/2017 ALBANY INDOOR PLANT HIRE	Plant Hire - Various Locations February 2017	\$	1,142.02
EFT115626	30/03/2017 ALBANY REFRIGERATION	Bi-Annual Air-conditioning Maintenance	\$	895.29
EFT115627	30/03/2017 ALBANY LANDSCAPE SUPPLIES	Rainbow Quartz Supplies	\$	400.00
EFT115628	30/03/2017 ALBANY SINFONIA INCORPORATED	Albany Sinfonia 21st Anniversary Concert Performances	\$	1,000.00
EFT115629	30/03/2017 ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$	320.00
EFT115630	30/03/2017 ALBANY BASKETBALL ASSOCIATION	Kidsport Vouchers	\$	840.00
EFT115631	30/03/2017 ALBANY QUALITY LAWNMOWING	Lawn Mowing Services - Lotteries House	\$	110.00
EFT115632	30/03/2017 ALINTA	Gas Charges	\$	218.15
EFT115633	30/03/2017 AMPHIBIAN PLUMBING AND GAS	Plumbing Repairs/Maintenance	\$	2,858.40
EFT115634	30/03/2017 ASP ALLOY AND STAINLESS PRODUCTS	Material Supplies	\$	1,629.66
EFT115635	30/03/2017 ATC WORK SMART	Apprentice Fees/Casual Staff	\$	20,834.32
EFT115636	30/03/2017 AUSSIE DRAWCARDS PTY LTD	Quarterly Fees March, April & May NAC	\$	474.00
EFT115637	30/03/2017 ENVIRONMENTAL HEALTH AUSTRALIA (WA) INC	Remote Broadcast Of Evidence Gathering Seminar 31/03/2017	\$	240.00
EFT115638	30/03/2017 AUSQ TRAINING - AUSQ (WA) PTY LTD ATD AUSQ UNIT TRUST	Basic Worksite Traffic Management And Traffic Controller Training	\$	1,322.00
EFT115639	30/03/2017 QUALITY SUITES BANKSIA GARDENS ALBANY	Accommodation - Racewars Promotion	\$	90.00
EFT115640	30/03/2017 BENNETTS BATTERIES	Battery Purchases	\$	52.80

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EFT115641	30/03/2017	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Traffic Management - Various Locations	\$	7,606.07
EFT115642	30/03/2017	BEST OFFICE SYSTEMS	Photocopier Charges	\$	1,358.00
EFT115643	30/03/2017	J. BLACKWOOD & SON PTY LTD	Spray Paint/Duct Tape/Barrier Tape	\$	483.59
EFT115644	30/03/2017	ALBANY BOBCAT SERVICES	Hire Of Bobcat	\$	3,272.50
EFT115645	30/03/2017	BOC GASES AUSTRALIA LIMITED	Monthly Cylinder Rental	\$	72.55
EFT115646	30/03/2017	BOND ELECTRICS	Six Monthly Service - Baggage Conveyor System	\$	4,724.50
EFT115647	30/03/2017	COLIN BRINHAM FENCING & RETAINING WALLS	Advertising/Banner Fence - Corner Of North Road & Lockyer Avenue	\$	5,148.00
EFT115648	30/03/2017	BUFF N POLISH	Vehicle Cleaning And Detailing	\$	150.00
EFT115649	30/03/2017	BUNNINGS GROUP LIMITED	Hardware Supplies/Tools	\$	34.02
EFT115650	30/03/2017	BWS CONSULTING	Team Coaching Services For The Reserves Team March 2017	\$	2,000.00
EFT115651	30/03/2017	CALIBRE CARE	Supply Handigrip Short And Long	\$	79.20
EFT115652	30/03/2017	CALTEX AUSTRALIA PETROLEUM PTY LTD	Diesel Fuel For Depot	\$	13,320.69
EFT115653	30/03/2017	CAMTRANS ALBANY PTY LTD	Brick Pavers For York Street	\$	14,348.00
EFT115654	30/03/2017	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services/Repairs/Maintenance	\$	3,711.54
EFT115655	30/03/2017	CENTIGRADE SERVICES	HVAC Repairs & Maintenance	\$	478.50
EFT115656	30/03/2017	CHRIS O'KEEFE CONSTRUCTION COST CONSULTANT	Consultation Services - Middleton Beach Waterfront	\$	825.00
EFT115657	30/03/2017	CLEANAWAY PTY LIMITED	Contract Rubbish Removal	\$	5,064.73
EFT115658	30/03/2017	WA CLEANING EQUIPMENT REPAIRS	Material Supply - ALAC Equipment	\$	374.00
EFT115659	30/03/2017	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	\$	100.60
EFT115660	30/03/2017	CONTACT METAL INDUSTRIES	Repairs & Maintenance - Hand Rails	\$	186.41
EFT115661	30/03/2017	AL CURNOW HYDRAULICS	Material Supply - Vehicle Parts	\$	2,353.46
EFT115662	30/03/2017	DEAN SHEKELL KITCHENS	Material Supply - Power Box Containers	\$	88.00
EFT115663	30/03/2017	LANDGATE - PROPERTY & VALUATIONS	Land Enquiries - February 2017	\$	621.25
EFT115664	30/03/2017	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning Supplies	\$	1,270.25
EFT115665	30/03/2017	T DICKSON	Staff Reimbursement	\$	347.59
EFT115666	30/03/2017	DOWNUNDER CONTRACTING PTY LTD	Retention Basin - Repairs & Maintenance	\$	1,496.00
EFT115667	30/03/2017	CAROLYN DOWLING	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50
EFT115668	30/03/2017	DYLAN ON THE TERRACE	Catering - DIS Committee Meeting	\$	410.00
EFT115669	30/03/2017	ELANDRIAL GAMES	Material Supply - Game - Library Youth Services	\$	45.00
EFT115670	30/03/2017	ELLENBY TREE FARM PTY LTD	Q17011 - Supply Trees To Centennial Precinct	\$	16,500.00
EFT115671	30/03/2017	E-STRALIAN PTY LTD	Novated Lease And Associated Costs	\$	91.56
EFT115672	30/03/2017	EYERITE SIGNS - WP & KA WATSON FAMILY TRUST	Supply Lettering For Existing Blackboard	\$	16.50
EFT115673	30/03/2017	FORM DESIGNS AUSTRALIA PTY LTD	Middleton Beach Aquarius Barrier Monitoring - October	\$	132.00
EFT115674	30/03/2017	SOUTHERN ELECTRICS	Water Softening Salt Blocks For Steam Generator	\$	276.00
EFT115675	30/03/2017	ALISON GOODE	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50
EFT115676	30/03/2017	ALBANY ASPHALT SERVICES - GORDON WALMSLEY PTY LTD	Supply & Installation of Kerbing	\$	807.50
EFT115677	30/03/2017	K GOWER	Refund	\$	12.50
EFT115678	30/03/2017	SOUTH REGIONAL TAFE	Staff Training	\$	960.00
EFT115679	30/03/2017	GREAT SOUTHERN SUPPLIES	Cleaning Supplies	\$	571.41
EFT115680	30/03/2017	GREAT SOUTHERN WINE PRODUCERS ASSOCIATION	Wine Purchases	\$	615.00
EFT115681	30/03/2017	GREAT SOUTHERN BEARINGS	Material Supply - Vehicle Parts	\$	20.82
EFT115682	30/03/2017	GREAT SOUTHERN TURF	Supply & Deliver - Turf	\$	8,877.00
EFT115683	30/03/2017	GREAT SOUTHERN LIQUID WASTE	Servicing of Ablutions - East Bay & Two Peoples Bay	\$	780.00
EFT115684	30/03/2017	GREEN MAN MEDIA PRODUCTIONS	Advertising - Swim School Advertisements	\$	412.50
EFT115685	30/03/2017	GRESLEY ABAS PTY LTD	Full Service Consultant - CPSP - Eastern Precinct Stadium Building	\$	24,963.40
EFT115686	30/03/2017	RAY HAMMOND	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50
EFT115687	30/03/2017	HART SPORT	Material Supply - Swim Equipment	\$	1,148.30
EFT115688	30/03/2017	HAVOC BUILDERS PTY LTD	Repairs And Maintenance - Married Quarters Rectification - NAC	\$	7,482.65
EFT115689	30/03/2017	YOGASUN STUDIO - HELEN LEEDER-CARLSON	Art Classes With Helen	\$	240.00
EFT115690	30/03/2017	BILL HOLLINGWORTH	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50
EFT115691	30/03/2017	H AND H ARCHITECTS	Professional Services	\$	10,610.60
EFT115692	30/03/2017	ICS GROUP AUTO ELECTRICAL & AIR CONDITIONING PTY LTD	Vehicle Servicing	\$	1,123.34
EFT115693	30/03/2017	I GEIDANS	Staff Reimbursement	\$	82.00
EFT115694	30/03/2017	KEN STONE MOTOR TRIMMERS	Repairs And Maintenance - Belt Buckles Aqua Class	\$	104.20

REPORT ITEM CCCS025 REFERS TO

EFT115695	30/03/2017 LATRO LAWYERS	Professional Services	\$	2,655.40
EFT115696	30/03/2017 LEADING EDGE HIFI-ALBANY	Material Supply - Hand Held Radios	\$	549.00
EFT115697	30/03/2017 CALTEX ENERGY WA	200 Litre Drums Kerosene	\$	574.00
EFT115698	30/03/2017 M AND B SALES PTY LTD	Treated Pine Supplies	\$	76.13
EFT115699	30/03/2017 SOUTH COAST WOODWORKS GALLERY	Forts Store Merchandise	\$	726.00
EFT115700	30/03/2017 MALCOLM HEBERLE PHOTOGRAPHY	Malcolm Herberle Photography - Anzac Centre	\$	88.00
EFT115701	30/03/2017 ALBANY CITY MOTORS	Vehicle Material Supplies	\$	25.03
EFT115702	30/03/2017 MIDALIA STEEL PTY LTD	Steel Supplies	\$	2,180.99
EFT115703	30/03/2017 MODERN TEACHING AIDS PTY LTD	Day Care Consumable Materials	\$	557.33
EFT115704	30/03/2017 ANTHONY MOIR	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50
EFT115705	30/03/2017 NURRUNGA COMMUNICATIONS	Two Way Radio Repairs/Maintenance	\$	95.30
EFT115706	30/03/2017 MULE CREATIVE	Design Services - Albany Visitor Centre	\$	320.00
EFT115707	30/03/2017 ALBANY NEWS DELIVERY	Newspaper Delivers	\$	330.78
EFT115708	30/03/2017 OCP SALES	Radio Equipment	\$	3,755.84
EFT115709	30/03/2017 OFFICEWORKS SUPERSTORES PTY LTD	Desktop External Drive	\$	263.00
EFT115710	30/03/2017 ORIGIN ENERGY	Bulk Gas Supplies	\$	4,450.15
EFT115711	30/03/2017 OYSTER HARBOUR LANDSCAPE SUPPLIES	Q17012(A) - Installation Of Advanced Trees At Centennial Precinct	\$	3,465.00
EFT115712	30/03/2017 J PASSMORE	Staff Reimbursement	\$	140.52
EFT115713	30/03/2017 PETER GRAHAM AND COMPANY LTD	Material Supply - Back Packs	\$	416.00
EFT115714	30/03/2017 4 STEEL SUPPLIES	Steel Supplies	\$	1,738.06
EFT115715	30/03/2017 @THE POOLSIDE	Catering Supplies	\$	199.00
EFT115716	30/03/2017 PRECISION LASER SYSTEMS	Material Supply - Target Holder	\$	104.50
EFT115717	30/03/2017 PRINCESS ROYAL SAILING CLUB	Venue And Shared Cost Partner Host For Business After Hours	\$	1,100.00
EFT115718	30/03/2017 JANELLE PRICE	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50
EFT115719	30/03/2017 REECE PTY LTD	Plumbing/Storm water supplies	\$	136.14
EFT115720	30/03/2017 WR PAVING - WP REID	Brick Paving Car Bay Lines	\$	550.00
EFT115721	30/03/2017 ROYALE PATISSERIE	Catering Supplies	\$	53.75
EFT115722	30/03/2017 JOHN SHANHUN	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	3,350.75
EFT115723	30/03/2017 R SKIPPER	Staff Reimbursement	\$	33.00
EFT115724	30/03/2017 SANDIE SMITH	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50
EFT115725	30/03/2017 SOIL SOLUTIONS PTY LTD	Material Supply - Soil	\$	2,267.10
EFT115726	30/03/2017 SOUTHERN TOOL AND FASTENER CO	Material Supplies - Chainsaw Safety Equipment	\$	340.00
EFT115727	30/03/2017 SOUTH WEST FIRE UNITS	Material Supply - Pump Components	\$	597.06
EFT115728	30/03/2017 SPUR OF THE MOMENT DESIGN	Design Services	\$	156.75
EFT115729	30/03/2017 STATEWIDE BEARINGS	Material Supply - Vehicle Parts	\$	6.60
EFT115730	30/03/2017 STIRLING PRINT	Printing Of National Youth Week Posters	\$	272.50
EFT115732	30/03/2017 GREGORY BRIAN STOCKS	Deputy Mayoral Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	4,760.83
EFT115733	30/03/2017 ALBANY LOCK SERVICE	Lock Supplies/Services	\$	2,849.95
EFT115734	30/03/2017 ROBERT SUTTON	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50
EFT115735	30/03/2017 SYNERGY	Electricity Charges	\$	51,719.48
EFT115736	30/03/2017 T & C SUPPLIES	Hardware Supplies/Tools	\$	198.07
EFT115737	30/03/2017 THE DENTURE MAN	Rates Refund	\$	109.97
EFT115738	30/03/2017 TEEDE & CO	Catering Supplies	\$	1,173.50
EFT115739	30/03/2017 PAUL TERRY	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50
EFT115740	30/03/2017 THE 12 VOLT WORLD	Material Supply - Lamp	\$	96.00
EFT115741	30/03/2017 THINKWATER ALBANY	Irrigation Supplies	\$	1,883.23
EFT115742	30/03/2017 TRUCKLINE	Material Supply - Vehicle Parts	\$	37.76
EFT115743	30/03/2017 VISIT MERCHANDISE PTY LTD	Visitors Centre Merchandise	\$	4,975.30
EFT115744	30/03/2017 ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$	2,239.94
EFT115745	30/03/2017 DENNIS WELLINGTON	Mayoral Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	11,621.66
EFT115746	30/03/2017 WESTRAC EQUIPMENT PTY LTD	Parts supplies	\$	1,278.16
EFT115747	30/03/2017 WALGA	Integrated Strategic Planning Workshop	\$	250.00
EFT115748	30/03/2017 WESTERN WORK WEAR	Material Supply - Staff Uniforms	\$	350.00
EFT115749	30/03/2017 NICOLETTE MULCAHY	Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017	\$	2,909.50

REPORT ITEM CCCS025 REFERS TO

EFT115750	30/03/2017 WOOLWORTHS LIMITED	Groceries For Day Care	\$	2,250.02
EFT115751	30/03/2017 JUREK WYBRANIEC	Completion of Artist In Residence At VAC	\$	2,500.00
DD24714.1	28/03/2017 WA SUPER	Payroll deductions	\$	83,622.26
DD24714.2	28/03/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	\$	625.00
DD24714.3	28/03/2017 REST SUPERANNUATION	Payroll deductions	\$	2,076.43
DD24714.4	28/03/2017 ASGARD	Superannuation contributions	\$	1,362.70
DD24714.5	28/03/2017 LOCAL GOVERNMENT SUPER	Superannuation contributions	\$	541.24
DD24714.6	28/03/2017 DESMO SUPERANNUATION FUND	Superannuation contributions	\$	524.86
DD24714.7	28/03/2017 CBUS	Superannuation contributions	\$	744.25
DD24714.8	28/03/2017 AMP SUPERANNUATION SAVINGS	Superannuation contributions	\$	1,593.26
DD24714.9	28/03/2017 HOSTPLUS PTY LTD	Superannuation contributions	\$	647.62
DD24714.10	28/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	352.72
DD24714.11	28/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	149.48
DD24714.12	28/03/2017 TAL SUPERANNUATION LIMITED	Superannuation contributions	\$	204.50
DD24714.13	28/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION	Superannuation contributions	\$	55.11
DD24714.14	28/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION	Superannuation contributions	\$	34.81
DD24714.15	28/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	305.16
DD24714.16	28/03/2017 NATIONAL MUTUAL RETIREMENT FUND	Superannuation contributions	\$	123.99
DD24714.17	28/03/2017 PRIME SUPER	Superannuation contributions	\$	875.24
DD24714.18	28/03/2017 MLC MASTERKEY BUSINESS SUPER	Superannuation contributions	\$	743.44
DD24714.19	28/03/2017 SUPERWRAP PERSONAL SUPER PLAN	Superannuation contributions	\$	409.98
DD24714.20	28/03/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	\$	587.14
DD24714.21	28/03/2017 OAK TREE SUPERANNUATION FUND	Superannuation contributions	\$	216.18
DD24714.22	28/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	125.04
DD24714.23	28/03/2017 FIRST SUPER	Superannuation contributions	\$	190.69
DD24714.24	28/03/2017 CARE SUPER PTY LTD	Superannuation contributions	\$	381.23
DD24714.25	28/03/2017 FIRST STATE SUPER	Superannuation contributions	\$	637.34
DD24714.26	28/03/2017 SPECTRUM SUPER	Superannuation contributions	\$	310.17
DD24714.27	28/03/2017 SUPERWRAP PERSONAL SUPER PLAN	Superannuation contributions	\$	248.88
DD24714.28	28/03/2017 AUSTRALIAN SUPER	Payroll deductions	\$	6,443.13
DD24714.29	28/03/2017 NORTH PERSONAL SUPERANNUATION & PENSION FUND	Superannuation contributions	\$	202.37
DD24714.30	28/03/2017 AJW SUPERANNUATION FUND	Superannuation contributions	\$	244.50
DD24714.31	28/03/2017 BENDIGO SMARTSTART SUPER	Superannuation contributions	\$	45.81
DD24714.32	28/03/2017 AUSTRALIAN CATHOLIC SUPERANNUATION	Superannuation contributions	\$	47.62
DD24714.33	28/03/2017 SUNSUPER SUPERANNUATION	Superannuation contributions	\$	570.78
DD24714.34	28/03/2017 MTA SUPERANNUATION FUND	Superannuation contributions	\$	407.92
DD24714.35	28/03/2017 IOOF EMPLOYEE SUPER	Superannuation contributions	\$	328.80
DD24714.36	28/03/2017 RUSSELL SUPERSOLUTION MASTER TRUST	Superannuation contributions	\$	195.92
DD24714.37	28/03/2017 ASGARD	Superannuation contributions	\$	82.66
DD24714.38	28/03/2017 AUSTRALIAN ETHICAL SUPERANNUATION FUND	Superannuation contributions	\$	222.59
DD24714.39	28/03/2017 ONEPATH MASTERFUND	Superannuation contributions	\$	235.23
DD24714.40	28/03/2017 MLC MASTERKEY SUPERANNUATION	Superannuation contributions	\$	420.25
DD24714.41	28/03/2017 COMMONWALTH ESSENTIAL SUPER	Superannuation contributions	\$	90.70
DD24714.42	28/03/2017 UNI SUPER	Superannuation contributions	\$	161.06
DD24714.43	28/03/2017 THE UNIVERSAL SUPER SCHEME	Superannuation contributions	\$	194.58
DD24714.44	28/03/2017 AMP RETIREMENT TRUST	Superannuation contributions	\$	264.41
DD24714.45	28/03/2017 AMP SUPERANNUATION SAVINGS	Superannuation contributions	\$	54.55
DD24714.46	28/03/2017 MACAULAY SUPER FUND	Superannuation contributions	\$	218.56
DD24714.47	28/03/2017 IOOF GLOBAL ONE (EX SKANDIA GLOBAL)	Superannuation contributions	\$	95.53
DD24714.48	28/03/2017 ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	\$	216.18
DD24714.49	28/03/2017 FUTURE SUPER	Superannuation contributions	\$	206.85
DD24714.50	28/03/2017 COLONIAL SUPER RETIREMENT FUND	Superannuation contributions	\$	185.31
DD24714.51	28/03/2017 BT SUPER	Superannuation contributions	\$	212.04
DD24714.52	28/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	199.27

REPORT ITEM CCCS025 REFERS TO

DD24714.53	28/03/2017 MACQUARIE SUPER CONSOLIDATOR	Superannuation contributions	\$	182.26
DD24714.54	28/03/2017 BT SUPER FOR LIFE	Superannuation contributions	\$	281.47
DD24714.55	28/03/2017 MASON SUPERANNUATION FUND	Superannuation contributions	\$	157.98
DD24714.56	28/03/2017 IOOF INVESTMENT MANAGEMENT LTD	Superannuation contributions	\$	187.68
DD24714.57	28/03/2017 NORTH	Superannuation contributions	\$	62.99
DD24714.58	28/03/2017 AMP SUPERANNUATION SAVINGS	Superannuation contributions	\$	750.04
DD24714.59	28/03/2017 HESTA SUPER FUND	Superannuation contributions	\$	845.46
DD24714.60	28/03/2017 KEZ AND JOHN MITCHELL SUPERANNUATION FUND	Superannuation contributions	\$	273.83
DD24714.61	28/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION	Payroll deductions	\$	224.85
EFT115752	31/03/2017 TELSTRA CORPORATION LIMITED	Telephone Charges	\$	11,568.33
EFT115753	04/04/2017 WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 35 Fixed Component	\$	124,627.20
EFT115754	04/04/2017 AD CONTRACTORS PTY LTD	Contract P17001 - Airport Runway Maintenance	\$	203,810.41
EFT115755	06/04/2017 ABA SECURITY	Security Services	\$	338.12
EFT115756	06/04/2017 ACORN TREES AND STUMPS	Power Line Clearances C14023(A)	\$	2,865.50
EFT115757	06/04/2017 AD CONTRACTORS PTY LTD	Heavy Equipment Hire	\$	11,393.09
EFT115758	06/04/2017 ADVERTISER PRINT	Printing Services	\$	420.00
EFT115759	06/04/2017 AECOM AUSTRALIA PTY LTD	Professional Services	\$	12,243.00
EFT115760	06/04/2017 ALBANY CITY LAWNS	Contract Mowing Round	\$	671.00
EFT115761	06/04/2017 ALBANY FARM TREE NURSERY	Nursery Supplies	\$	40.00
EFT115762	06/04/2017 ALBANY COMMUNITY HOSPICE	Payroll Deductions	\$	64.00
EFT115763	06/04/2017 ALBANY GAS CENTRE PTY LTD	Forklift Gas Cylinder Refill	\$	56.00
EFT115764	06/04/2017 ALBANY REFRIGERATION	Bi-Annual Air Conditioning Maintenance	\$	664.95
EFT115765	06/04/2017 CHOICES FLOORING BY ALBANY INTERIORS	VAC - Floor Covering Replacement	\$	2,339.70
EFT115766	06/04/2017 ALBANY RSL SUB BRANCH	Sponsorship Agreement Albany RSL - Anzac Day 2017	\$	10,000.00
EFT115767	06/04/2017 ALBANY SCREEN PRINTERS	Forts Store Merchandise	\$	1,709.40
EFT115768	06/04/2017 ALBANY LANDSCAPE SUPPLIES	Material Supply - Rainbow Quartz	\$	276.00
EFT115769	06/04/2017 ALBANY ROOF RECOATING	Ridge Capping Installation - City Building	\$	550.00
EFT115770	06/04/2017 ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$	726.27
EFT115771	06/04/2017 ALBANY WALLCUTTING SERVICES	Sub-Floor And External Drilling	\$	6,473.50
EFT115772	06/04/2017 ALBANY MILK DISTRIBUTORS	Milk Deliveries	\$	581.21
EFT115773	06/04/2017 ALBANY AIRPORT SERVICES PTY LTD	Racewars - Assist Airport Reporting Officers	\$	525.00
EFT115774	06/04/2017 ALBANY IRRIGATION & DRILLING	Irrigation Supplies	\$	3,150.49
EFT115775	06/04/2017 ALBANY COMMUNITY FOUNDATION	Payroll Deductions	\$	10.00
EFT115776	06/04/2017 ALBANY RECORDS MANAGEMENT	Storage Of Archive Boxes	\$	665.23
EFT115777	06/04/2017 ALBANY DOMESTIC SERVICES	Cleaning Services - Animal Waste	\$	335.00
EFT115778	06/04/2017 ALBANY APPLIANCE REPAIR	Airport - Heater Maintenance	\$	109.00
EFT115779	06/04/2017 ALBANY COLLECTORS CLUB INCORPORATED	Quick Grant Response Grant For The Annual Easter Exhibition	\$	600.00
EFT115780	06/04/2017 ALINTA	Gas Supplies	\$	972.35
EFT115781	06/04/2017 AMPHIBIAN PLUMBING AND GAS	Maintenance Plumbing ALAC January 2017	\$	18,869.25
EFT115782	06/04/2017 ANDREW HALSALL PHOTOGRAPHY	Visitors Centre Merchandise	\$	225.00
EFT115783	06/04/2017 PAPERBARK MERCHANTS	Material Supply - Literature	\$	167.50
EFT115784	06/04/2017 APPRENTICE & TRAINEESHIP COMPANY	Apprentice Fees/Casual Staff	\$	1,095.99
EFT115785	06/04/2017 ARCUS WIRE GROUP PTY LTD	Material Supply - Art Gallery	\$	1,133.00
EFT115786	06/04/2017 HASTA MANANA PTY LTD - ARTIFICIAL LAWN SUPPLIES	Cleaning - Hockey Turf	\$	3,000.00
EFT115787	06/04/2017 ATC WORK SMART	Apprentice Fees/Casual Staff	\$	45,439.03
EFT115788	06/04/2017 AUDIOCOM ALBANY	Material Supply - Phone Case(s)	\$	100.00
EFT115789	06/04/2017 AUSSIE DRAWCARDS PTY LTD	Quarterly Service Fees For March April And May 2017	\$	474.00
EFT115790	06/04/2017 AUSTRALIAN TAXATION OFFICE	Payroll Deductions	\$	367,354.54
EFT115791	06/04/2017 AUSTRALIAN SERVICES UNION WA BRANCH	Payroll Deductions	\$	3,702.20
EFT115792	06/04/2017 BADGEMATE	Staff Name Badges	\$	132.00
EFT115793	06/04/2017 PETER BAXENDALE CONSULTING ENGINEER	Professional Services	\$	627.00
EFT115794	06/04/2017 BAYCORP WA PTY LTD	Poundage Fee	\$	15.00
EFT115795	06/04/2017 BENARA NURSERIES	Nursery Supplies	\$	588.50
EFT115796	06/04/2017 BENNETTS BATTERIES	Engine And Hydraulic Oil	\$	1,975.60

REPORT ITEM CCCS025 REFERS TO

EFT115797	06/04/2017	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Traffic Management Services	\$	5,827.87
EFT115798	06/04/2017	BEST OFFICE SYSTEMS	Photocopier Charges	\$	116.00
EFT115799	06/04/2017	BEVANS (WA) PTY LTD	Material Supply - Ice	\$	22.00
EFT115800	06/04/2017	M BIRD	Staff Reimbursement	\$	161.76
EFT115801	06/04/2017	ALBANY BITUMEN SPRAYING	Road Seal & Repairs - Campbell Road	\$	5,871.25
EFT115802	06/04/2017	J. BLACKWOOD & SON PTY LTD	Material Supplies	\$	1,406.49
EFT115803	06/04/2017	ALBANY PA AND LIGHTING (KEVIN BLYTH)	Audio Equipment Hire	\$	701.00
EFT115804	06/04/2017	ALBANY BOBCAT SERVICES	Equipment Hire	\$	4,114.00
EFT115805	06/04/2017	AIR BP	AV Gas Purchases	\$	322.56
EFT115806	06/04/2017	BRANDNET PTY LTD T/AS MILITARY SHOP	Forts Store Merchandise	\$	11,517.71
EFT115807	06/04/2017	COLIN BRINHAM FENCING & RETAINING WALLS	Supply & Install Fire Access Gate	\$	792.00
EFT115808	06/04/2017	BUNNINGS GROUP LIMITED	Hardware Supplies/Tools	\$	564.31
EFT115809	06/04/2017	CALTEX AUSTRALIA PETROLEUM PTY LTD	Litres Diesel Fuel For Depot	\$	12,870.17
EFT115810	06/04/2017	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Repairs/ Maintenance	\$	950.20
EFT115811	06/04/2017	THE CENTRE OF SUSTAINABLE TOURISM	Australia Day - Gertrude - Qualitative Audio Evaluation And Report	\$	500.00
EFT115812	06/04/2017	CENTIGRADE SERVICES	Investigate Lap Pool Heating & Ventilations Faults	\$	404.25
EFT115813	06/04/2017	CHILD SUPPORT AGENCY	Payroll Deductions	\$	1,926.60
EFT115814	06/04/2017	CIVICA PTY LTD	Additional Archives Data Migration Required	\$	797.50
EFT115815	06/04/2017	CJD EQUIPMENT PTY LTD	Vehicle Parts	\$	108.48
EFT115816	06/04/2017	COATES HIRE OPERATIONS PTY LIMITED	Equipment Hire	\$	227.37
EFT115817	06/04/2017	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	\$	198.63
EFT115818	06/04/2017	COURIER AUSTRALIA	Freight Charges	\$	274.05
EFT115819	06/04/2017	DOWNER EDI WORKS PTY LTD	Hot-Mix Repairs	\$	4,538.48
EFT115820	06/04/2017	AL CURNOW HYDRAULICS	Material Supplies	\$	2,154.32
EFT115821	06/04/2017	D & K ENGINEERING	Modifications - Sign Post Footings	\$	2,010.80
EFT115822	06/04/2017	DE JONGE MECHANICAL REPAIRS	Motor Vehicle Service And Repairs	\$	362.00
EFT115823	06/04/2017	CGS QUALITY CLEANING	Public Infrastructure Cleaning	\$	40,981.99
EFT115824	06/04/2017	DESIGNER DIRT P/L	Forts Store Merchandise	\$	134.40
EFT115825	06/04/2017	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Material Supply - Door Mat	\$	60.00
EFT115826	06/04/2017	DISTINCTLY TRAVEL MANAGEMENT PTY LTD	Professional Services - Advertising	\$	3,333.00
EFT115827	06/04/2017	DYLANSON THE TERRACE	Catering - Multiple Events	\$	814.50
EFT115828	06/04/2017	EARLY BIRD LANDSCAPING	Installation - Limestone Blocks	\$	1,320.00
EFT115829	06/04/2017	EASIFLEET MANAGEMENT	Payroll Deductions	\$	13,790.46
EFT115830	06/04/2017	EDEN GATE ESTATE	Forts Store Merchandise	\$	276.00
EFT115831	06/04/2017	EVERTRANS	Vehicle Repairs	\$	33.00
EFT115832	06/04/2017	EVENT PEOPLE	Hosting Fee - 2017 Albany Sufferfest	\$	8,250.00
EFT115833	06/04/2017	EYERITE SIGNS - WP & KA WATSON FAMILY TRUST	Assorted Signage	\$	187.00
EFT115834	06/04/2017	THE FIXUPPERY	Window Cleaning - Various Locations	\$	2,188.00
EFT115835	06/04/2017	FLIPS ELECTRICS	Electrical Repairs And Maintenance	\$	1,113.75
EFT115836	06/04/2017	FRONTLINE FIRE & RESCUE EQUIPMENT	Bush Fire Brigade Uniform Supply	\$	1,099.74
EFT115837	06/04/2017	GIBSON IMPORTING	Forts Store Merchandise	\$	1,274.06
EFT115838	06/04/2017	GLEN MCLEOD LEGAL - GLEN MCLEOD PTY LTD	Professional Services - Legal Advice	\$	2,750.00
EFT115839	06/04/2017	GLOBAL INTEGRATED SOLUTIONS LIMITED	Ezicom CMX System - Monthly Fee	\$	396.00
EFT115840	06/04/2017	ALISON GOODE	Councillor Mileage Claim	\$	1,183.00
EFT115841	06/04/2017	ALBANY ASPHALT SERVICES - GORDON WALMSLEY PTY LTD	Supply & Lay - Black Asphalt	\$	65,410.00
EFT115842	06/04/2017	GREAT SOUTHERN GROUP TRAINING INC	Apprentice Fees/Casual Staff	\$	3,535.23
EFT115843	06/04/2017	SOUTH REGIONAL TAFE	Staff Training	\$	430.00
EFT115844	06/04/2017	ALBANY PEST & WEED CONTROL	Pest Control Services - Bee Removal	\$	220.00
EFT115845	06/04/2017	GREAT SOUTHERN SUPPLIES	Staff Uniforms	\$	2,885.80
EFT115846	06/04/2017	GREAT SOUTHERN TURF	Material Supply - Turf	\$	858.00
EFT115847	06/04/2017	GREAT SOUTHERN BIO LOGIC	Dieback Survey & Pit Management Plan Proposal (Qu16242648)	\$	6,257.90
EFT115848	06/04/2017	GSM AUTO ELECTRICAL	Installation - UHF Radio	\$	644.50
EFT115849	06/04/2017	J HAVERCROFT	Rates Refund	\$	120.67
EFT115850	06/04/2017	YOGASUN STUDIO - HELEN LEEDER-CARLSON	Art Classes With Helen	\$	240.00

REPORT ITEM CCCS025 REFERS TO

EFT115851	06/04/2017 HIGHWAY WRECKERS	Removal Of Two Vehicles	\$	264.00
EFT115852	06/04/2017 H AND H ARCHITECTS	Architectural Services	\$	300.30
EFT115853	06/04/2017 HHG LEGAL GROUP	Professional Services	\$	8,352.41
EFT115854	06/04/2017 HYDROPLAN PTY LTD	Irrigation Consultancy Services - CPSP	\$	7,480.00
EFT115855	06/04/2017 ILUKA RESOURCES LIMITED	Rates Refund	\$	402.54
EFT115856	06/04/2017 IPAR REHABILITATION PTY LTD	Employment Medical Screenings	\$	525.00
EFT115857	06/04/2017 JENNIBE	Cultural Entertainment - Albany Day Care	\$	500.00
EFT115858	06/04/2017 JOHN KINNEAR AND ASSOCIATES	Topographical Survey S	\$	6,018.65
EFT115859	06/04/2017 JUST A CALL DELIVERIES	Internal Mail Deliveries - March 2017	\$	1,621.82
EFT115860	06/04/2017 KLB SYSTEMS	Supply & Installation - Powerboard	\$	4,180.00
EFT115861	06/04/2017 THE LAKE HOUSE DENMARK	Forts Store Merchandise	\$	448.50
EFT115862	06/04/2017 DAVID COOK (LANYON COOK FAMILY TRUST)	Provide Specialist Plaster Work	\$	2,662.00
EFT115863	06/04/2017 S LEES	Staff Reimbursement	\$	46.32
EFT115864	06/04/2017 D LEHNEN	Staff Reimbursement	\$	55.90
EFT115865	06/04/2017 LMW HEGNEY	Professional Services	\$	2,200.00
EFT115866	06/04/2017 LORLAINE DISTRIBUTORS PTY LTD	Cleaning Supplies	\$	54.75
EFT115867	06/04/2017 M AND B SALES PTY LTD	Timber Supplies	\$	2,997.53
EFT115868	06/04/2017 BUCHER MUNICIPAL PTY LTD	Material Supply - Street Sweeper Brooms	\$	3,902.03
EFT115869	06/04/2017 RL & KJ MACKENZIE (GLENORAN LEATHER)	Visitors Centre Merchandise	\$	69.00
EFT115870	06/04/2017 MALCOLM HEBERLE PHOTOGRAPHY	Photography Services	\$	176.00
EFT115871	06/04/2017 MARSHALL MOWERS	Material Supplies - Mower Components	\$	296.10
EFT115872	06/04/2017 MASTER BUILDERS ASSOCIATION OF WA	Venue Hire	\$	1,655.00
EFT115873	06/04/2017 MCB CONSTRUCTION PTY LTD	Relocate Sea Container	\$	770.00
EFT115874	06/04/2017 MIDALIA STEEL PTY LTD	Steel Supplies	\$	2.91
EFT115875	06/04/2017 STEPHANIE MORRIGAN	EAP Counselling Services	\$	418.00
EFT115876	06/04/2017 MOUNT ROMANCE AUSTRALIA PTY LTD	Forts Store Merchandise	\$	3,752.78
EFT115877	06/04/2017 NURRUNGA COMMUNICATIONS	Cel-Fi Go Stationary Antenna Plus Freight	\$	1,185.80
EFT115878	06/04/2017 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT	National General Assembly - Full Registration	\$	2,118.00
EFT115879	06/04/2017 ALBANY NEWS DELIVERY	Newspaper Delivers	\$	25.04
EFT115880	06/04/2017 NLC PTY LTD	Novated Leasing And Associated Costs	\$	1,351.30
EFT115881	06/04/2017 ALBANY COMMUNITY PHARMACY	Material Supplies/First Aid Supplies	\$	1,437.60
EFT115882	06/04/2017 OCP SALES	Radio Equipment	\$	848.54
EFT115883	06/04/2017 OCS SERVICES PTY LTD	Cleaning Services - March 2017	\$	24,768.37
EFT115884	06/04/2017 OFFICEWORKS SUPERSTORES PTY LTD	Material Supply - Speakers	\$	34.28
EFT115885	06/04/2017 ORIGIN ENERGY	Bulk Gas Supplies	\$	4,281.20
EFT115886	06/04/2017 OYSTER HARBOUR STORE	Catering	\$	187.96
EFT115887	06/04/2017 OYSTER HARBOUR LANDSCAPE SUPPLIES	Q17012(A) - Installation Of Advanced Trees At Centennial Precinct	\$	4,460.00
EFT115888	06/04/2017 A PAGE	Staff Reimbursement	\$	64.20
EFT115889	06/04/2017 PEDAL REVOLUTION	Bike Skills Sessions - Mount Lockyer Primary School	\$	397.57
EFT115890	06/04/2017 PERTH SAFETY PRODUCTS PTY LTD	Assorted Signage	\$	6,737.50
EFT115891	06/04/2017 PHILLIP BEST PLUMBING PTY LTD	Plumbing Services - ALAC	\$	8,362.67
EFT115892	06/04/2017 @THE POOLSIDE	Catering Supplied	\$	300.00
EFT115893	06/04/2017 PROJECT3 PTY LTD	Professional Services - Event Planning	\$	5,500.00
EFT115894	06/04/2017 QUICK SHOT COFFEE	Catering Coffees	\$	92.50
EFT115895	06/04/2017 RAMPED TECHNOLOGY	Professional Services - IT	\$	30,556.79
EFT115896	06/04/2017 RISING SIGNS	Assorted Signage	\$	558.80
EFT115897	06/04/2017 HASKONING AUSTRALIA PTY LTD - ROYAL HASKONING	Professional Services - Albany Artificial Surf Reef	\$	9,014.50
EFT115898	06/04/2017 SAXXON IT	Software Licence	\$	872.71
EFT115899	06/04/2017 SEEK LIMITED	Advertising	\$	652.30
EFT115900	06/04/2017 SHIRE OF DENMARK	Catering Reimbursement - Alliance Meeting & Workshop 02/03/2017	\$	35.00
EFT115901	06/04/2017 GRAEME SIMPSON	Welcome To The Country Sportsperson Of The Year Awards	\$	300.00
EFT115902	06/04/2017 SKILL HIRE WA PTY LTD	Apprentice Fees/Casual Staff	\$	10,151.75
EFT115903	06/04/2017 SMITHS ALUMINIUM AND 4WD CENTRE	Material Supplies - Seat Covers	\$	345.00
EFT115904	06/04/2017 SOIL SOLUTIONS PTY LTD	Material Supply - Aggregate	\$	6,363.80

REPORT ITEM CCCS025 REFERS TO

EFT115905	06/04/2017 SOUTHERN TOOL AND FASTENER CO	Material Supplies - Blade	\$	330.00
EFT115906	06/04/2017 SOUTHCOAST SECURITY SERVICE	Security Services - February 2017	\$	21,669.27
EFT115907	06/04/2017 SOUTHERN ABORIGINAL CORPORATION	Half Day Cultural Awareness Training	\$	11,000.00
EFT115908	06/04/2017 SOUTH COAST CRANE HIRE	Equipment Hire - Crane To Relocate Sea Container	\$	756.25
EFT115909	06/04/2017 SPIRAL CONSULTING	Chair National Anzac Centre Advisory Group	\$	2,400.04
EFT115910	06/04/2017 SPORTS MARKETING AUSTRALIA PTY LTD	Payment For Securing The 2017 Albany Triathlon Festival	\$	2,420.00
EFT115911	06/04/2017 STAR SALES AND SERVICE	Material Supply - Line Fitting	\$	10.00
EFT115912	06/04/2017 STEWART AND HEATON CLOTHING PTY LTD	BFB Protective Wear	\$	120.62
EFT115913	06/04/2017 STIRLING PRINT	Printing Services	\$	56.00
EFT115914	06/04/2017 STORM OFFICE NATIONAL	Stationery Supplies	\$	350.00
EFT115915	06/04/2017 ALBANY LOCK SERVICE	C14003 - Swap Roller Door Access At Cricket And Soccer Pavilion	\$	180.00
EFT115916	06/04/2017 SWP AUSTRALIA PTY LTD	Supply & Install - Stormwater Lining - David Street Easement	\$	107,787.68
EFT115917	06/04/2017 SYNERGY	Electricity Supplies	\$	11,841.55
EFT115918	06/04/2017 T & C SUPPLIES	Hardware Supplies/Tools	\$	2,022.66
EFT115919	06/04/2017 THE 12 VOLT WORLD	Hardware Supplies/Tools	\$	620.00
EFT115920	06/04/2017 THINKWATER ALBANY	Irrigation Supplies	\$	9.59
EFT115921	06/04/2017 THE TOFFEE FACTORY	Forts Store Merchandise	\$	1,661.21
EFT115922	06/04/2017 TOLL FAST	Freight Charges	\$	1,499.45
EFT115923	06/04/2017 TORBAY HILL FUNCTION CENTRE KITCHEN	Venue Hire	\$	150.00
EFT115924	06/04/2017 CENTAMAN SYSTEMS PTY LTD	ALAC Centaman Upgrade	\$	3,887.19
EFT115925	06/04/2017 TRADELINK PLUMBING SUPPLIES	PVC Stormwater Supplies	\$	55.90
EFT115926	06/04/2017 CAROLYN FRANCIS TRAPNELL	Forts Store Merchandise	\$	2,020.00
EFT115927	06/04/2017 TRAFFIC FORCE	Traffic Management	\$	286.00
EFT115928	06/04/2017 TRUCKLINE	Vehicle Parts	\$	170.05
EFT115929	06/04/2017 ALBANY TYREPOWER	Tyre Purchases/Repairs/Maintenance	\$	2,247.05
EFT115930	06/04/2017 UNIFORM FASHIONS	Uniform Supplies	\$	1,889.10
EFT115931	06/04/2017 VOEGELER CREATIONS	Forts Store Merchandise	\$	714.00
EFT115932	06/04/2017 G WARREN	Rates Refund	\$	821.66
EFT115933	06/04/2017 ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$	567.65
EFT115934	06/04/2017 WESTRAC EQUIPMENT PTY LTD	Material Supply - Filters, Bearings & Pins	\$	967.73
EFT115935	06/04/2017 WALGA	Short Course Booking - Integrated Strategic Planning	\$	100.00
EFT115936	06/04/2017 WESTERN AUSTRALIAN MUSEUM	Yurlman Publication	\$	3,826.35
EFT115937	06/04/2017 NICOLETTE MULCAHY	Councillor Mileage Claim	\$	82.16
EFT115938	06/04/2017 TREASY WOODS	Welcome To The Country Sportsperson Of The Year Awards	\$	250.00
EFT115939	06/04/2017 WREN OIL	Oil Waste Disposal - Depot	\$	110.00
EFT115940	06/04/2017 WURTH AUSTRALIA PTY LTD	Vehicle Parts	\$	406.69
EFT115941	06/04/2017 ZIPFORM	Printing Services	\$	929.50
EFT115942	13/04/2017 ABA SECURITY	Security Services	\$	374.00
EFT115943	13/04/2017 ABBOTTS LIQUID SALVAGE PTY LTD	Repairs and Maintenance - Pump Public Toilets	\$	643.50
EFT115944	13/04/2017 ACORN TREES AND STUMPS	Tree Removal	\$	7,656.00
EFT115945	13/04/2017 AD CONTRACTORS PTY LTD	Equipment Hire	\$	10,086.65
EFT115946	13/04/2017 ALBANY BRAKE AND CLUTCH	Material Supply - Master Cylinder	\$	29.70
EFT115947	13/04/2017 ALBANY INDUSTRIAL SERVICES PTY LTD	Material Supply - Limesand	\$	3,579.40
EFT115948	13/04/2017 ALBANY SOIL AND CONCRETE TESTING	Soil Testing Services	\$	352.00
EFT115949	13/04/2017 ALBANY OFFICE NATIONAL	Printing Supplies - Black Ink	\$	116.70
EFT115950	13/04/2017 ALBANY OFFICE PRODUCTS DEPOT	Office Furniture & Equipment	\$	812.50
EFT115951	13/04/2017 ALBANY PLASTERBOARD COMPANY	Material Supply - Plaster Wall Vents	\$	65.00
EFT115952	13/04/2017 ALBANY PSYCHOLOGICAL SERVICES	Professional Services - EAP	\$	1,155.00
EFT115953	13/04/2017 ALBANY DOMESTIC SERVICES	Cleaning Services - Animal Waste	\$	160.00
EFT115954	13/04/2017 ALL EVENTS HIRE AND PRODUCTION	Equipment Hire - National Youth Week Event	\$	2,118.00
EFT115955	13/04/2017 S HARRIS & S A TUPLUK - ALLSTAR EVENT CATERING	Vouchers For Volunteers	\$	105.00
EFT115956	13/04/2017 AMPHIBIAN PLUMBING AND GAS	Plumbing Repairs/Maintenance - CPSP	\$	1,329.00
EFT115957	13/04/2017 APPRENTICE & TRAINEESHIP COMPANY	Apprentice Fees/Casual Staff	\$	273.95
EFT115958	13/04/2017 ATC WORK SMART	Apprentice Fees/Casual Staff	\$	17,359.59

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EFT115959	13/04/2017 AUSTRALIA POST	Postage/Agency Fees - March 2017	\$	2,843.96
EFT115960	13/04/2017 AUSTRALIAN FINE JEWELLERY PTY LTD	Forts Store Merchandise	\$	205.74
EFT115961	13/04/2017 SWAN HILL CHEMICALS PTY LTD	Plant Equipment/Materials	\$	3,247.69
EFT115962	13/04/2017 AVAILABLE AT THE COUNTER	Performance - National Youth Week's Beach Party	\$	600.00
EFT115963	13/04/2017 BADGEMATE	Material Supply - Badges	\$	40.65
EFT115964	13/04/2017 BALL BODY BUILDERS	Repairs & Maintenance - Vehicle	\$	198.00
EFT115965	13/04/2017 BAREFOOT CLOTHING MANUFACTURERS	Material Supply - Staff Uniforms	\$	422.00
EFT115966	13/04/2017 BATTERY WORLD	Material Supply - Lantern Battery	\$	216.00
EFT115967	13/04/2017 ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Traffic Management	\$	7,645.12
EFT115968	13/04/2017 ALBANY BITUMEN SPRAYING	Foot Path & Hot Mix Repairs	\$	6,022.50
EFT115969	13/04/2017 BLACK AND WHITE CONCRETING	Stadium Paving	\$	37,685.50
EFT115970	13/04/2017 J. BLACKWOOD & SON PTY LTD	Material Supply - Bags Quick Set Cement	\$	904.91
EFT115971	13/04/2017 BLOOMIN FLOWERS	Flower Arrangement - Corporate Services	\$	62.00
EFT115972	13/04/2017 BMT OCEANICA PTY LTD	Professional Services	\$	385.00
EFT115973	13/04/2017 ALBANY BOBCAT SERVICES	Equipment Hire - Bobcat And Truck CPSP	\$	701.25
EFT115974	13/04/2017 BOC GASES AUSTRALIA LIMITED	Container Service Rental	\$	130.49
EFT115975	13/04/2017 BODYCARE PHYSIOTHERAPY	Silversport Vouchers	\$	1,200.00
EFT115976	13/04/2017 BOOKMARKETING - GARY SPELLER	Library Local Book Stocks	\$	6.00
EFT115977	13/04/2017 BRANDNET PTY LTD T/AS MILITARY SHOP	Forts Store Merchandise	\$	3,610.62
EFT115978	13/04/2017 COLIN BRINHAM FENCING & RETAINING WALLS	Material Supply Fencing CPSP	\$	53,042.00
EFT115979	13/04/2017 BRILLIANT SILK	Forts Store Merchandise	\$	1,369.50
EFT115980	13/04/2017 CONSTRUCTION TRAINING FUND	BCITF Levy Collected - March 2017	\$	35,631.97
EFT115981	13/04/2017 BUILDING COMMISSION	BSL Levy Collected - March 2017	\$	33,164.90
EFT115982	13/04/2017 BUNNINGS GROUP LIMITED	Material Supply - Outdoor Extension Cable	\$	101.01
EFT115983	13/04/2017 C&C MACHINERY CENTRE	Material Supply - Vehicle Parts	\$	848.00
EFT115984	13/04/2017 CABCHARGE AUSTRALIA LIMITED	Taxi Fares - Youth	\$	481.01
EFT115985	13/04/2017 CALTEX AUSTRALIA PETROLEUM PTY LTD	Star Card Fuel Purchases	\$	5,784.23
EFT115986	13/04/2017 CAMERON CARAVANS	Material Supply - Plastic Rotary Vent	\$	45.00
EFT115987	13/04/2017 J & S CASTLEHOW ELECTRICAL SERVICES	Sports Field Lighting And Power Installation - CPSP Eastern Precinct	\$	204,030.67
EFT115988	13/04/2017 CIVIL & STRUCTURAL ENGINEERS	Professional Fees - ALAC - Waterslide Stairs	\$	907.50
EFT115989	13/04/2017 CLEANAWAY PTY LIMITED	Rubbish Removal Contract	\$	4,970.76
EFT115990	13/04/2017 COATES HIRE OPERATIONS PTY LIMITED	Equipment Hire	\$	599.28
EFT115991	13/04/2017 COLRAY EXHAUST AND TOWBAR	Material Supply - Vehicle Equipment	\$	22.00
EFT115992	13/04/2017 COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	\$	561.47
EFT115993	13/04/2017 EVELYN COLLIN	Professional Services	\$	2,880.00
EFT115994	13/04/2017 CONSTRUCTION EQUIPMENT AUSTRALIA	Material Supply - Exterior Mirror	\$	54.69
EFT115995	13/04/2017 COURIER AUSTRALIA	Freight Fees	\$	371.45
EFT115996	13/04/2017 ALBANY SIGNS	Material Supply - Signs	\$	154.00
EFT115997	13/04/2017 DOWNER EDI WORKS PTY LTD	Material Supply - Hot Mix	\$	698.23
EFT115998	13/04/2017 HOLCIM (AUSTRALIA) PTY LTD	Material Supply - Footpath Mix	\$	1,027.40
EFT115999	13/04/2017 JAMES FRANCIS CUMBERLAND-BROWN	Visitors Centre Merchandise	\$	200.00
EFT116000	13/04/2017 AL CURNOW HYDRAULICS	Material Supply - Vehicle Parts	\$	67.10
EFT116001	13/04/2017 CYNERGIC COMMUNICATIONS	Web Hosting - Bundle Plan	\$	909.90
EFT116002	13/04/2017 DE JONGE MECHANICAL REPAIRS	Motor Vehicle Service And Repairs	\$	771.00
EFT116003	13/04/2017 DENMARK BASKETBALL ASSOCIATION	Kidsport Vouchers	\$	180.00
EFT116004	13/04/2017 DENMARK GYMNASTICS	Kidsport Vouchers	\$	365.00
EFT116005	13/04/2017 DEPARTMENT OF PARKS AND WILDLIFE	Local Park Passes	\$	495.00
EFT116006	13/04/2017 MARINE SAFETY DEPARTMENT OF TRANSPORT	Jetty Renewal - Nullaki	\$	78.20
EFT116007	13/04/2017 G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning Supplies	\$	877.80
EFT116008	13/04/2017 T DICKSON	Staff Reimbursement	\$	219.00
EFT116009	13/04/2017 DS AGENCIES	Material Supply - CPSP Western	\$	22,550.00
EFT116010	13/04/2017 DUNKELD CONSTRUCTION	Equipment Hire	\$	396.00
EFT116011	13/04/2017 DYLANSON THE TERRACE	Catering - Multiple Events	\$	272.00
EFT116012	13/04/2017 ECOTECH PTY LTD	Monthly Reporting Costs March 17	\$	341.00

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EFT116013	13/04/2017 ELLENBY TREE FARM PTY LTD	Material Supply - Trees CPSP	\$	72,539.50
EFT116014	13/04/2017 ESSENTIAL ENVIRONMENTAL	Hydrological Modelling & Stormwater Management - Drainage	\$	4,532.00
EFT116015	13/04/2017 E-STRALIAN PTY LTD	Novated Leasing And Associated Costs	\$	91.56
EFT116016	13/04/2017 EYERITE SIGNS - WP & KA WATSON FAMILY TRUST	Material Supply - Signage	\$	35.20
EFT116017	13/04/2017 THE FIXUPPERY	Cleaning Services	\$	840.40
EFT116018	13/04/2017 T FLETT	Staff Reimbursement	\$	145.33
EFT116019	13/04/2017 GIBSON IMPORTING	Forts Store Merchandise	\$	401.34
EFT116020	13/04/2017 JEFFREY ALLAN GIBB	Forts Store Merchandise	\$	670.00
EFT116021	13/04/2017 GIBSON INTERNATIONAL LTD	Service Level Agreement - Character Post And Tribute Wall - NAC	\$	3,437.50
EFT116022	13/04/2017 GLASS SUPPLIERS	Material Supply - Reglaze Windows	\$	864.00
EFT116023	13/04/2017 ALBANY ASPHALT SERVICES	Asphalt Supplies	\$	102,980.25
EFT116024	13/04/2017 SOUTH REGIONAL TAFE	Training - Basic Emergency Life Support	\$	640.04
EFT116025	13/04/2017 GREEN SKILLS INCORPORATED	Parks Trail Maintenance	\$	612.87
EFT116026	13/04/2017 GREAT SOUTHERN SUPPLIES	Cleaning Supplies - Bulk	\$	3,924.59
EFT116027	13/04/2017 GREENMAN TRADING COMPANY	Removing Christmas Lights	\$	825.00
EFT116028	13/04/2017 GREAT SOUTHERN LIQUID WASTE	Cleaning/Waste Services	\$	2,763.00
EFT116029	13/04/2017 GT BEARING AND ENGINEERING SUPPLIES	Material Supply	\$	792.00
EFT116030	13/04/2017 PROTECTOR FIRE SERVICES PTY LTD	Fire Equipment Maintenance	\$	2,041.60
EFT116031	13/04/2017 HELEN MUNT	Heritage Consultation	\$	1,716.00
EFT116032	13/04/2017 RATTEN AND SLATER MACHINERY	Material Supply - Vehicle Parts	\$	61.60
EFT116033	13/04/2017 H AND H ARCHITECTS	Professional Services	\$	910.25
EFT116034	13/04/2017 THE HUB ALBANY	Material Supples - Clifton Umbrellas	\$	398.70
EFT116035	13/04/2017 IDENTITY CREATIVE	Advertising - Flyers & Poster	\$	429.00
EFT116036	13/04/2017 ISUBSCRIBE	Magazine Subscription 2017/2018	\$	3,112.71
EFT116037	13/04/2017 JOHN KINNEAR AND ASSOCIATES	Surveying Works - CPSPS	\$	11,988.90
EFT116038	13/04/2017 K9 PRO - THE K9 PROFESSIONALS	Material Supply - Ketch Pole	\$	970.00
EFT116039	13/04/2017 KLB SYSTEMS	Material Supply - IT	\$	1,001.00
EFT116040	13/04/2017 KOFFEE BOOST	Catering - Bugs & Bikes Albany Museum	\$	209.00
EFT116041	13/04/2017 KOORI KIDS PTY LIMITED	Annual Contribution To NAIDOC School Initiative 2017	\$	450.00
EFT116042	13/04/2017 LATRO LAWYERS	Professional Services	\$	170.54
EFT116043	13/04/2017 LEADING EDGE HIFI-ALBANY	Material Supply - Electronics	\$	194.85
EFT116044	13/04/2017 LIFEWEAR AUSTRALIA	Forts Store Merchandise	\$	956.12
EFT116045	13/04/2017 LOCALISE PTY LIMITED	Lower Great Southern Economic Alliance Strategic Plan	\$	13,286.82
EFT116046	13/04/2017 LORLAINE DISTRIBUTORS PTY LTD	Cleaning Supplies	\$	268.00
EFT116047	13/04/2017 M LOUCATARIS	Staff Reimbursement	\$	80.60
EFT116048	13/04/2017 LUSH FLORAL DESIGNS	Floral Arrangements - Sportsperson Of The Year	\$	750.00
EFT116049	13/04/2017 M AND B SALES PTY LTD	Material Supply - Pine	\$	119.50
EFT116050	13/04/2017 BUCHER MUNICIPAL PTY LTD	Supply Suction Box Trunk	\$	576.51
EFT116051	13/04/2017 ALBANY EVENT HIRE	Equipment Hire - Youth Event	\$	1,050.25
EFT116052	13/04/2017 MARKETFORCE LIMITED	Advertising	\$	1,327.47
EFT116053	13/04/2017 MCB CONSTRUCTION PTY LTD	Royals Football Club - Relocate Scoreboard	\$	1,203.40
EFT116054	13/04/2017 MERRIFIELD REAL ESTATE	Storage Unit Rental	\$	200.00
EFT116055	13/04/2017 R MONCK	Staff Reimbursement	\$	246.40
EFT116056	13/04/2017 LINDAS BOOKS	Visitors Centre Merchandise	\$	321.18
EFT116057	13/04/2017 MULE CREATIVE	Photography Services	\$	2,200.00
EFT116058	13/04/2017 LGIS PROPERTY	Refund - Insurances - Incorrect Reimbursement For Claim	\$	1,589.09
EFT116059	13/04/2017 NARRIKUP NETBALL CLUB	Kidsport Vouchers	\$	595.00
EFT116060	13/04/2017 PN & ER NEWMAN QUALITY CONCRETE PRODUCTS	Material Supply	\$	897.60
EFT116061	13/04/2017 ALBANY NEWS DELIVERY	Newspaper Delivery	\$	110.26
EFT116062	13/04/2017 OCS SERVICES PTY LTD	Cleaning Services - February 2017	\$	1,210.59
EFT116063	13/04/2017 OFFICEWORKS SUPERSTORES PTY LTD	IT Supplies - Various	\$	518.11
EFT116064	13/04/2017 OKEEFE'S PAINTS	Paint & Painting Supplies	\$	377.93
EFT116065	13/04/2017 G PAYNE	Rates Refund	\$	817.96
EFT116066	13/04/2017 PEDAL REVOLUTION	Set Up & Monitor Bike Obstacle Course At Eyre Park Family	\$	500.00

REPORT ITEM CCCS025 REFERS TO

EFT116067	13/04/2017 AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED	Licence Fees 01/04/2017 - 30/06/2017	\$	168.53
EFT116068	13/04/2017 PERTH SAFETY PRODUCTS PTY LTD	Material Supply - Signage	\$	3,856.60
EFT116069	13/04/2017 PETER GRAHAM AND COMPANY LTD	Material Supply - Telescopic Wand	\$	178.06
EFT116070	13/04/2017 PRATT TRANSPORT LOGISTICS	Pick Up & Deliver - Green Range Fire Truck	\$	330.00
EFT116071	13/04/2017 PRE-EMPTIVE STRIKE PTY LTD	Design & Printing Services	\$	726.00
EFT116072	13/04/2017 JANELLE PRICE	Councillor Mileage Claim	\$	483.00
EFT116073	13/04/2017 PROTON PROMOTIONAL ADVERTISING PTY LTD	Advertising	\$	8,112.50
EFT116074	13/04/2017 RED ROOSTER ALBANY	Catering Supplies	\$	68.00
EFT116075	13/04/2017 WR PAVING - WP REID	Works On CPSP Stadium Carpark	\$	25,153.00
EFT116076	13/04/2017 H ROWE	Refund	\$	55.90
EFT116077	13/04/2017 M ROWE	Refund	\$	335.40
EFT116078	13/04/2017 HASKONING AUSTRALIA PTY LTD - ROYAL HASKONING	Emu Point To Middleton Beach Coastal Adaptation And Protection Strategy	\$	25,436.40
EFT116079	13/04/2017 ALBANY SCAFFOLD HIRE	Equipment Hire - Scaffold	\$	8,250.00
EFT116080	13/04/2017 SECUREPAY PTY LTD	Web Payments Transaction Fee	\$	53.06
EFT116081	13/04/2017 SEEK LIMITED	Advertising	\$	594.00
EFT116082	13/04/2017 SKILL HIRE WA PTY LTD	Apprentice Fees/Casual Staff	\$	5,289.79
EFT116083	13/04/2017 SMITHS ALUMINIUM AND 4WD CENTRE	Material Supply - Pipe Rack	\$	270.00
EFT116084	13/04/2017 SOIL SOLUTIONS PTY LTD	Material Supply - Aggregate	\$	5,896.95
EFT116085	13/04/2017 SOUTHERN TOOL AND FASTENER CO	Material Supply - Tools	\$	297.12
EFT116086	13/04/2017 SOUTHERN EDGE ARTS INC	Kidsport Vouchers	\$	473.00
EFT116087	13/04/2017 STAR SALES AND SERVICE	Material Supply - Line Marking Paint	\$	3,119.10
EFT116088	13/04/2017 STIRLING FREIGHT EXPRESS	Freight Charges	\$	58.61
EFT116089	13/04/2017 STIRLING PRINT	Printing	\$	350.00
EFT116090	13/04/2017 SUBWAY	Catering Supplies	\$	90.00
EFT116091	13/04/2017 ALBANY LOCK SERVICE	Material Supply - Padlocks	\$	1,627.50
EFT116092	13/04/2017 ALBANY IGA	Groceries January 2017	\$	60.52
EFT116093	13/04/2017 SWEET MATE PROMOTIONS	Performance - Youth Event Middleton Beach	\$	2,200.00
EFT116094	13/04/2017 SYNERGY	Electricity Supplies	\$	54,685.60
EFT116095	13/04/2017 T & C SUPPLIES	Material Supply - Tape Measure	\$	97.54
EFT116096	13/04/2017 T-QUIP	Material Supply - Plant Parts	\$	1,803.70
EFT116097	13/04/2017 TEX ONSITE PTY LTD	Periodic Testing of EWP - Accommodation/Travel	\$	1,641.52
EFT116098	13/04/2017 DAVID THEODORE	Materials/Consumables And Key Cutting	\$	81.77
EFT116099	13/04/2017 TIM WATERS DESIGN	Graphic Design - Waste And Recycling Bin Station Signage	\$	792.00
EFT116100	13/04/2017 CAROLYN FRANCIS TRAPNELL	Forts Store Merchandise	\$	1,520.00
EFT116101	13/04/2017 ALBANY TYREPOWER	Tyre Purchases/Maintenance - Strip & Fit Truck Casing	\$	74.70
EFT116102	13/04/2017 UNITED BOOK DISTRIBUTORS	Forts Store Merchandise	\$	16.24
EFT116103	13/04/2017 VIBE OYSTER HARBOUR PTY LTD	Rates Refund	\$	11,115.35
EFT116104	13/04/2017 VOEGELER CREATIONS	Forts Store Merchandise	\$	610.00
EFT116105	13/04/2017 ALBANY & GREAT SOUTHERN WEEKENDER	Advertising - Feature Taste Great Southern	\$	1,261.92
EFT116106	13/04/2017 WESTRAC EQUIPMENT PTY LTD	Material Supply - Vehicle Parts	\$	125.73
EFT116107	13/04/2017 WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising	\$	10,279.35
EFT116108	13/04/2017 WESTSHRED DOCUMENT DISPOSAL	Document Disposal	\$	151.25
EFT116109	13/04/2017 WEST AUSTRALIAN NEWSPAPERS LIMITED - (VISITORS)	Advertising	\$	400.00
EFT116110	13/04/2017 JOHN WILEY & SONS AUSTRALIA; LTD	Forts Store Merchandise	\$	59.88
EFT116111	13/04/2017 WORLD MANAGER PTY LTD	Professional Services	\$	2,640.00
EFT116112	13/04/2017 ZENITH LAUNDRY	Laundry Services/Hire	\$	55.68
EFT116113	13/04/2017 EXCLAIMER LTD	Exclaimer Support - 30/3/2017 - 26/4/2018	\$	439.00
DD24756.1	11/04/2017 WA SUPER	Payroll Deductions	\$	81,855.97
DD24756.2	11/04/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation Contributions	\$	625.00
DD24756.3	11/04/2017 REST SUPERANNUATION	Payroll Deductions	\$	2,647.28
DD24756.4	11/04/2017 ASGARD	Superannuation Contributions	\$	1,241.55
DD24756.5	11/04/2017 LOCAL GOVERNMENT SUPER	Superannuation Contributions	\$	541.24
DD24756.6	11/04/2017 DESMO SUPERANNUATION FUND	Superannuation Contributions	\$	511.52
DD24756.7	11/04/2017 CBUS	Superannuation Contributions	\$	930.40

REPORT ITEM CCCS025 REFERS TO

DD24756.8	11/04/2017 AMP SUPERANNUATION SAVINGS	Payroll Deductions	\$	1,877.31
DD24756.9	11/04/2017 HOSTPLUS PTY LTD	Superannuation Contributions	\$	509.56
DD24756.10	11/04/2017 BT SUPER FOR LIFE	Superannuation Contributions	\$	352.72
DD24756.11	11/04/2017 BT SUPER FOR LIFE	Superannuation Contributions	\$	149.48
DD24756.12	11/04/2017 TAL SUPERANNUATION LIMITED	Superannuation Contributions	\$	204.49
DD24756.13	11/04/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION	Superannuation Contributions	\$	146.04
DD24756.14	11/04/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION	Superannuation Contributions	\$	92.23
DD24756.15	11/04/2017 BT SUPER FOR LIFE	Superannuation Contributions	\$	305.16
DD24756.16	11/04/2017 NATIONAL MUTUAL RETIREMENT FUND	Superannuation Contributions	\$	123.99
DD24756.17	11/04/2017 PRIME SUPER	Superannuation Contributions	\$	800.27
DD24756.18	11/04/2017 MLC MASTERKEY BUSINESS SUPER	Superannuation Contributions	\$	743.44
DD24756.19	11/04/2017 SUPERWRAP PERSONAL SUPER PLAN	Superannuation Contributions	\$	409.98
DD24756.20	11/04/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation Contributions	\$	587.14
DD24756.21	11/04/2017 OAK TREE SUPERANNUATION FUND	Superannuation Contributions	\$	216.18
DD24756.22	11/04/2017 BT SUPER FOR LIFE	Superannuation Contributions	\$	48.35
DD24756.23	11/04/2017 FIRST SUPER	Superannuation Contributions	\$	190.69
DD24756.24	11/04/2017 CARE SUPER PTY LTD	Superannuation Contributions	\$	381.23
DD24756.25	11/04/2017 FIRST STATE SUPER	Superannuation Contributions	\$	632.71
DD24756.26	11/04/2017 SPECTRUM SUPER	Superannuation Contributions	\$	315.30
DD24756.27	11/04/2017 SUPERWRAP PERSONAL SUPER PLAN	Superannuation Contributions	\$	244.15
DD24756.28	11/04/2017 AUSTRALIAN SUPER	Payroll Deductions	\$	6,435.13
DD24756.29	11/04/2017 NORTH PERSONAL SUPERANNUATION & PENSION FUND	Superannuation Contributions	\$	202.37
DD24756.30	11/04/2017 AJW SUPERANNUATION FUND	Superannuation Contributions	\$	244.50
DD24756.31	11/04/2017 BENDIGO SMARTSTART SUPER	Superannuation Contributions	\$	45.81
DD24756.32	11/04/2017 AUSTRALIAN CATHOLIC SUPERANNUATION	Superannuation Contributions	\$	51.88
DD24756.33	11/04/2017 SUNSUPER SUPERANNUATION	Superannuation Contributions	\$	448.48
DD24756.34	11/04/2017 MTAA SUPERANNUATION FUND	Superannuation Contributions	\$	397.09
DD24756.35	11/04/2017 IOOF EMPLOYEE SUPER	Superannuation Contributions	\$	350.68
DD24756.36	11/04/2017 RUSSELL SUPERSOLUTION MASTER TRUST	Superannuation Contributions	\$	195.92
DD24756.37	11/04/2017 ASGARD	Superannuation Contributions	\$	82.66
DD24756.38	11/04/2017 AUSTRALIAN ETHICAL SUPERANNUATION FUND	Superannuation Contributions	\$	262.80
DD24756.39	11/04/2017 ONEPATH MASTERFUND	Superannuation Contributions	\$	221.74
DD24756.40	11/04/2017 MLC MASTERKEY SUPERANNUATION	Superannuation Contributions	\$	409.87
DD24756.41	11/04/2017 COMMONWALTH ESSENTIAL SUPER	Superannuation Contributions	\$	66.77
DD24756.42	11/04/2017 UNI SUPER	Superannuation Contributions	\$	161.06
DD24756.43	11/04/2017 THE UNIVERSAL SUPER SCHEME	Superannuation Contributions	\$	194.58
DD24756.44	11/04/2017 AMP SUPERANNUATION SAVINGS	Superannuation Contributions	\$	54.55
DD24756.45	11/04/2017 MACAULAY SUPER FUND	Superannuation Contributions	\$	218.56
DD24756.46	11/04/2017 ANZ SMART CHOICE SUPER	Superannuation Contributions	\$	216.18
DD24756.47	11/04/2017 IOOF GLOBAL ONE	Superannuation Contributions	\$	132.27
DD24756.48	11/04/2017 FUTURE SUPER	Superannuation Contributions	\$	207.06
DD24756.49	11/04/2017 COLONIAL SUPER RETIREMENT FUND	Superannuation Contributions	\$	186.26
DD24756.50	11/04/2017 BT SUPER	Superannuation Contributions	\$	181.57
DD24756.51	11/04/2017 BT SUPER FOR LIFE	Superannuation Contributions	\$	218.56
DD24756.52	11/04/2017 MACQUARIE SUPER CONSOLIDATOR	Superannuation Contributions	\$	159.61
DD24756.53	11/04/2017 BT SUPER FOR LIFE	Superannuation Contributions	\$	281.47
DD24756.54	11/04/2017 MASON SUPERANNUATION FUND	Superannuation Contributions	\$	134.28
DD24756.55	11/04/2017 IOOF INVESTMENT MANAGEMENT LTD	Superannuation Contributions	\$	187.68
DD24756.56	11/04/2017 AMP SUPERANNUATION SAVINGS	Superannuation Contributions	\$	750.04
DD24756.57	11/04/2017 HESTA SUPER FUND	Superannuation Contributions	\$	761.42
DD24756.58	11/04/2017 KEZ AND JOHN MITCHELL SUPERANNUATION FUND	Superannuation Contributions	\$	273.83
DD24756.59	11/04/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION	Payroll Deductions	\$	224.85

Total
30

\$ 5,577,736.42

EXECUTED DOCUMENTS AND
COMMON SEAL RECORD

REPORT ITEM CCCS026 REFERS TO

Document Number	Description	DATE SENT RECD
EDR1762691	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: DEVELOPMENT APPLICATION FOR CONSTRUCTION OF MAINTENANCE SHED FOR REPORTING OFFICERS ON LEASED LAND AT AIRPORT PARTIES: N/A SIGNED BY CEO A SHARPE 1 COPY	16/03/2017
EDR1762692	COPY OF EXECUTED DOCUMENT ITEM: COUNCIL RES: OCM 24/6/14 REPORT ITEM CSF094, DELEGATION NO 2014:023, DELEGATION NO 2014:019; LEGISLATION: SECTION 2.5 & 5.45 LOCAL GOVT ACT 1995 RE: BUILDING LOCAL COMMUNITY AWARENESS AND RESILIENCE PARTIES: STATE EMERGENCY MANAGEMENT COMMITTEE SIGNED BY CEO A SHARPE 1 COPY	16/03/2017
EDR1762694	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: \$1M FUNDING COMMITMENT BY THE CITY OF ALBANY IF SUCCESSFUL PARTIES: DEPT OF INFRASTRUCTURE AND REGIONAL DEVELOPMENT - BUILDING BETTER REGIONS GRANT APPLICATION - MIDDLETON BEACH ENHANCEMENT SIGNED BY CEO A SHARPE 1 COPY	16/03/2017
EDR1762723	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: \$1.9M FUNDING COMMITMENT BY THE CITY OF ALBANY IF SUCCESSFUL PARTIES: DEPT OF INFRASTRUCTURE & REGIONAL DEVELOPMENT - BUILDING BETTER REGIONS GRANT APPLICATION. THE AMAZING SOUTH COAST CITY CENTRE - ALBANY TOWN HALL BECOMES THE GREAT SOUTHERN REGIONAL ART GALLERY, ALBANY PUBLIC LIBRARY IS RENOVATED. SIGNED BY CEO A SHARPE 1 COPY	16/03/2017
EDR1762875	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: GRANT APPLICATION - DRUG AWARE Y-CULTURE GRANT	20/03/2017

EXECUTED DOCUMENTS AND
COMMON SEAL RECORD

REPORT ITEM CCCS026 REFERS TO

	PARTIES: N/A SIGNED BY CEO A SHARPE 1 COPY	
EDR1763020	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: GRANT AGREEMENT, \$25,000 WA POLICE GRANT (ALBANY PCYC STRIKE II PROGRAM) PARTIES: WA POLICE SIGNED BY CEO A SHARPE 1 COPY	23/03/2017
EDR1763021	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: GRANT APPLICATION FOR FIND MY PLACE - YOUTH ENGAGEMENT WORKSHOPS - YEAR 10 STUDENTS - APPLICATION TO THE MYER FOUNDATION FOR \$5,000 PARTIES: N/A SIGNED BY CEO A SHARPE 1 COPY	23/03/2017
EDR1763022	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: DEPARTMENT OF SPORT & RECREATION, ACTIVE REGIONAL COMMUNITIES GRANT APPLICATION \$5,000 PARTIES: N/A SIGNED BY CEO A SHARPE 1 COPY	23/03/2017
EDR1763024	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: APPLICATION FOR FUNDING FROM THE DEPARTMENT OF PLANNING FOR THE COASTAL MANAGEMENT PLAN ASSISTANCE PROGRAM 2017/18 PARTIES: N/A SIGNED BY CEO A SHARPE 1 COPY	23/03/2017
EDR1763025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: GRANT AGREEMENT WITH THE DEPARTMENT OF SPORT & RECREATION TO DELIVER THE PILOT EXPANSION PROGRAM OF SILVERSPORT FROM 1 APRIL 2017 TO 31 DECEMBER 2017. GRANT OF \$105,000 - TO SUPPORT DELIVERY TO LOW SOCIOECONOMIC SENIORS AGED 60 YEARS AND OVER TO PARTICIPATE IN SPORT AND ACTIVE RECREATION BY OFFERING FINANCIAL ASSISTANCE TO	23/03/2017

EXECUTED DOCUMENTS AND
COMMON SEAL RECORD

REPORT ITEM CCCS026 REFERS TO

	<p>CONTRIBUTED TOWARDS SPORT CLUB OR PHYSICAL ACTIVITY PROGRAM FEES OF UP TO \$200 PER PERSON PER YEAR PARTIES: DEPARTMENT OF SPORT & RECREATION SIGNED BY CEO A SHARPE 1 COPY</p>	
EDR1763077	<p>COPY OF EXECUTED DOCUMENT ITEM: N/A RE: DPAW CLEARING APPLICATION FOR THE CONSTRUCTION OF A GRAVEL CAR PARK WITHIN BLACK SWAN POINT RESERVE PARTIES: N/A SIGNED BY CEO A SHARPE 1 COPY</p>	24/03/2017
EDR1763331	<p>COPY OF EXECUTED DOCUMENT ITEM: N/A RE: YOUTH ACTIVITIES GRANT APPLICATION - COLOUR RUN PARTIES: DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES SIGNED BY CEO A SHARPE 1 COPY</p>	29/03/2017
EDR1763343	<p>COPY OF EXECUTED DOCUMENT ITEM: N/A RE: APPLICATION FOR A DEMOLITION PERMIT FOR FULL DEMOLITION OF THE ABLUTION BLOCK AT CENTENNIAL OVAL PARTIES: N/A SIGNED BY CEO A SHARPE 1 COPY</p>	29/03/2017
EDR1763530	<p>COPY OF EXECUTED DOCUMENT ITEM: N/A RE: GRANT APPLICATION FOR BUILDING BETTER REGIONS COMMUNITY INVESTMENT STREAM - ANZAC ALBANY 2018 PARTIES: DEPARTMENT OF INFRASTRUCTURE & REGIONAL DEVELOPMENT SIGNED BY CEO A SHARPE 1 COPY</p>	31/03/2017
EDR1763532	<p>COPY OF EXECUTED DOCUMENT ITEM: N/A RE: THE BALLAD OF PENELOPE AND MARTIN PARTIES: DEPARTMENT OF CULTURE AND THE ARTS SIGNED BY CEO A SHARPE 1 COPY</p>	31/03/2017

EXECUTED DOCUMENTS AND
COMMON SEAL RECORD

REPORT ITEM CCCS026 REFERS TO

EDR1763541	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: GRANT APPLICATION FOR CSRFF FOR A REGIONAL TENNIS CENTRE FEASIBILITY STUDY PARTIES: N/A SIGNED BY CEO A SHARPE 1 COPY	31/03/2017
EDR1763550	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: ANNUAL INSURANCE POLICY RENEWALS PARTIES: LGIS SIGNED BY CEO A SHARPE 1 COPY	31/03/2017
EDR1763604	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: FUNDING TO CONTINUE MONITORING AND MAINTENANCE FOR THE EMU POINT TO MIDDLETON BEACH COASTAL ADAPTATION AND PROTECTION STRATEGY PARTIES: DEPARTMENT OF TRANSPORT CAP FUNDING 17-18 SIGNED BY CEO A SHARPE 1 COPY	03/04/2017
EDR1763835	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: AWARD OF TENDER C17004 - PROVISION OF BANKING AND BILL PAYMENT SERVICES PARTIES: COMMONWEALTH BANK SIGNED BY CEO A SHARPE 1 COPY	07/04/2017
EDR1764108	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: AIRPORT TRANSPORT SECURITY PROGRAM UPDATE PARTIES: OFFICE OF TRANSPORT SECURITY & DEPARTMENT OF INFRASTRUCTURE SECURITY SIGNED BY CEO A SHARPE 1 COPY	14/04/2017
NCSR1762724	COPY OF COMMON SEAL ITEM: OCM: 28/06/2017 ITEM DIS008 RE: SIGNING OF CONTRACTS FOR C17001 CONSTRUCTION - ALBANY TOURISM AND INFORMATION HUB PARTIES: TECTONICS CONSTRUCTION GROUP SIGNED BY THE CEO A SHARPE AND MAYOR 2 COPIES	16/03/2017

EXECUTED DOCUMENTS AND
COMMON SEAL RECORD

REPORT ITEM CCCS026 REFERS TO

NCSR1762726	<p>COPY OF COMMON SEAL ITEM: OCM: 28.06.2016 ITEM CSF246 RE: SIGNING OF CONTRACTS FOR C17007 - PURCHASE AND REMOVAL OF SCRAP METAL PARTIES: SIMS METAL MANAGEMENT SIGNED BY THE CEO A SHARPE AND MAYOR 2 COPIES</p>	16/03/2017
NCSR1762857	<p>COPY OF COMMON SEAL ITEM: NEW DRAINAGE INFRASTRUCTURE AND ADDITIONAL LOTS FOR SALE HAVE MADE EXISTING EASEMENT REDUNDANT RE: TO EXTINGUISH THE EASEMENT FOR DRAINAGE PURPOSES GRANTED TO THE APPLICANT AS SHOWN ON LOT 9000 DEPOSITED PLAN 401416. PARTIES: LODGED BY HARLEY DYKSTRA ON BEHALF OF MOSS ENTERPRISES WA PTY LTD (MARTIN MOSS) SIGNED BY THE CEO A SHARPE 1 COPY</p>	20/03/2017
NCSR1762858	<p>COPY OF COMMON SEAL ITEM: OCM 24/02/2015 - ITEM PD070 & OCM 22/09/2015 - ITEM PD095 RE: REZONING LOT 105 AND A PORTION OF LOT 106 NANARUP ROAD, LOWER KING FROM THE 'GENERAL AGRICULTURE; ZONE TO THE 'SPECIAL RESIDENTIAL' ZONE; AND TRANSFERRING A PORTION OF OT 106 NANARUP ROAD, LOWER KING FROM THE 'GENERAL AGRICULTURE' ZONE TO THE 'PARKS AND RECREATION' LOCAL SCHEME RESERVE. PARTIES: JA & MA KENNEDY, GA & PM CLARK SIGNED BY THE CEO A SHARPE AND MAYOR 5 COPIES</p>	20/03/2017
NCSR1763079	<p>COPY OF COMMON SEAL ITEM: CONDITIONS OF SUBDIVISION APPROVAL WAPC 153444 RE: SECTION 70A AGREEMENT NOTIFYING LACK OF SEWERAGE SERVICE TO LOTS (310, 311, 312 AND 313 ON DP 409492)</p>	24/03/2017

EXECUTED DOCUMENTS AND
COMMON SEAL RECORD

REPORT ITEM CCCS026 REFERS TO

	PARTIES:TREVOR SELLENGER; ROBYN SELLENGER SIGNED BY THE CEO A SHARPE 1 COPY	
NCSR1763081	COPY OF COMMON SEAL ITEM: N/A RE: PROVISION OF DRAINAGE EASEMENT THROUGH LOT 41; PROVISION OF POWER EASEMENT THROUGH LOT 41 PARTIES: JOHN MARTIN; MARGARET MARTIN; IAN BROUGHTON; MERYL BROUGHTON; JURIEN BROUGHTON SIGNED BY THE CEO A SHARPE 1 COPY	24/03/2017
NCSR1763082	COPY OF COMMON SEAL ITEM: CEO DELEGATION OCM 28/06/16 ITEM CSF246 RE: SIGNING OF CONTRACTS FOR P17005 - LOCKYER AVENUE RECONSTRUCTION SLK 0.84-1.10 PARTIES:WCP CIVIL PTY LTD SIGNED BY THE CEO A SHARPE 2 COPY	24/03/2017
NCSR1763346	COPY OF COMMON SEAL ITEM: OCM 24/2/15 - ITEM PD067 AND OCM 15/12/15 - ITEM PD109 RE: REZONING LOTS 1 AND 973 NANARUP ROAD, LOWER KING FROM THE 'GENERAL AGRICULTURE' ZONE TO THE 'RURAL RESIDENTIAL' ZONE PARTIES: SC LUCAS; GA & PM CLARK SIGNED BY THE CEO A SHARPE 3 COPIES	29/03/2017
NCSR1763653	COPY OF COMMON SEAL ITEM: OCM 22 NOVEMBER 2016 ITEM CSF276 RE: COUNCIL AT ITS MEETING ON 22 NOVEMBER 2016 APPROVED A NEW COMMUNITY LICENCE AGREEMENT FOR THE FOOTBALL STADIUM WITHIN THE CENTENNIAL PARK SPORTING PRECINCT PARTIES: CENTENNIAL STADIUM INC. WITH ROYALS FOOTBALL AND SPORTING CLUB INC. AND ALBANY FOOTBALL AND SPORTING CLUB INC. AS GUARANTORS SIGNED BY THE CEO A SHARPE 4 COPIES	04/04/2017

EXECUTED DOCUMENTS AND
COMMON SEAL RECORD

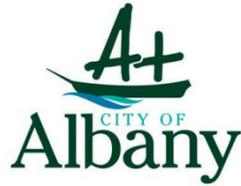
REPORT ITEM CCCS026 REFERS TO

NCSR1763836	<p>COPY OF COMMON SEAL ITEM: N/A RE: SUB-LICENCE OVER LICENCE PREMISES LOT 50 OLD ELLEKER ROAD, GLEDHOW TO DK BAEJOU & CL TURNER PARTNERSHIP (LASER SCAPE) PARTIES: LICENSEE: THE FEDERATION OF WA POLICE & COMMUNITY YOUTH CENTRES (INC); SUB-LICENSEE: DK BAESJOU & CL TURNER PARTNERSHIP SIGNED BY THE CEO A SHARPE 3 COPIES</p>	07/04/2017
NCSR1763837	<p>COPY OF COMMON SEAL ITEM: OCM 28/6/16 ITEM PD131 AND OCM 28/2/17 ITEM DIS005 RE: REZONING LOTS 1447, 3 AND 72 FREDERICK STREET, ALBANY FROM THE 'RESIDENTIAL' ZONE TO THE 'REGIONAL CENTRE MIXED USE' ZONE; REZONING LOT 1411 FREDERICK STREET, ALBANY FROM THE 'PARKS & RECREATION RESERVE TO THE 'REGIONAL CENTRE MIXED USE' ZONE; AND AMENDING THE SCHEME MAPS ACCORDINGLY. PARTIES: DANIELE FIORINO, DARYL LAWRENCE HARTER, TERSE PTY LTD SIGNED BY THE CEO A SHARPE 3 COPIES</p>	07/04/2017
NCSR1763999	<p>COPY OF COMMON SEAL ITEM: N/A RE: CSI LOAN AGREEMENT - PER OCM NOV 2016 ITEM CSF276 PARTIES: CENTENNIAL STADIUM INC, ROYALS FOOTBALL & SPORTING CLUB INC AND ALBANY FOOTBALL & SPORTING CLUB INC SIGNED BY THE CEO A SHARPE 4 COPIES</p>	11/04/2017
NCSR1764001	<p>COPY OF COMMON SEAL ITEM: SECTION 144 & 147 OF THE LAND ADMINISTRATION ACT 1997 RE: RE-SIGNING ATTESTATION SHEET - UPGRADING DRAINAGE ALONG PORTION OF MIDDLETON ROAD, CENTENNIAL PARK. PARTIES: DEPARTMENT OF LANDS</p>	11/04/2017

EXECUTED DOCUMENTS AND
COMMON SEAL RECORD

REPORT ITEM CCCS026 REFERS TO

	SIGNED BY THE CEO A SHARPE & MAYOR D WELLINGTON 1 COPY	
NCSR1764105	COPY OF COMMON SEAL ITEM: OCM 23.06.2015 CSF175 RE: TRANSFER OF LAND FORM FOR ENDORSEMENT SO THAT THE LAND COMES UNDER THE OWNERSHIP OF THE CITY. PARTIES: STATE OF WA SIGNED BY THE CEO A SHARPE & MAYOR D WELLINGTON 1 COPY	13/04/2017
NCSR1764106	COPY OF COMMON SEAL ITEM: N/A RE: DEED OF LEASE OVER PORTION OF RESERVE 35381 UNDER DELEGATED AUTHORITY NO. 2016:019. LEASE RENTAL IS PEPPERCORN. PARTIES: THE RAINBOW COAST ARCHERS INC SIGNED BY THE CEO A SHARPE & MAYOR D WELLINGTON 3 COPIES	13/04/2017



Council Register

Register of Delegations

Introduction

A register of Delegations of Authority is essential in order to inform the public of the activities, functions, powers and duties of the Local Government as well meeting the requirements of Section 5.46 of the *Local Government Act 1995* (the Act).

This Act requires the Chief Executive Officer (CEO) of the Local Government to keep a Register of Delegations made by the Council to a Committee or the Chief Executive Officer, and by the CEO to other employees.

The compilation of the content of this Register was prepared through references to the Act, the Complete Guide to the Local Government Act 1995 (which is a joint production of the Western Australian Municipal Association, the Institute of Municipal Management (WA Division) and the Western Australia Department of Local Government).

When perusing the register, please be aware that some delegations are ongoing and some are given for a "one of" specific reason.

Once exercised, "one of" delegations are removed from the current register and transferred to the City's Records System for permanent retention.

This register is maintained by the Governance & Risk Management Team on behalf of the Chief Executive Officer.

Statutory Requirements

Section 5.42 of the Act enables the delegation of some powers and duties to the Chief Executive Officer.

A local government may delegate to the Chief Executive Officer the exercise of any of its powers, or the discharge of any of its duties under this Act, other than those referred to in section 5.43.

A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Limits of delegations to the Chief Executive Officer

The following are decisions that cannot be delegated to the Chief Executive Officer:

- any power or duty that requires a decision of an absolute majority or 75% majority of the local government;
- accepting a tender which exceeds an amount determined by the local government;
- appointing an auditor;
- acquiring or disposing of any property valued at an amount determined by the local government;
- any of the local government's powers under Sections 5.98, 5.99 and 5.100 of the Act;
- borrowing money on behalf of the local government;
- hearing or determining an objection of a kind referred to in Section 9.5;
- any power or duty that requires the approval of the Minister or Governor; or
- such other duties or powers that may be prescribed by the Act.

Limits of delegations to Committees

Sections 5.16 and 5.17 of the Act enables the delegation of some powers and duties to a committee. The following conditions apply:

- a delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation;
- which have effect for the period of time specified or if no period specified, indefinitely;
- but cannot include any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and
- any powers or duties that can be delegated to the CEO under the Act, Part 5 (Administration), Division 4 (Local government employees);
- under the provisions of section 5.46 of the Act, delegations must be reviewed at least once every financial year.

Register of, Records Relevant to, Delegations

A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep a written record of the power or discharge of the duty. The written record is to contain:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

Transfer of Authority Due to Absence

Where an Officer not named has been appointed by Council or by an Officer authorised to make the appointment to act in a position to which the named Officer is appointed, the authority shall transfer to the Officer acting as appointed, for the duration of Council authorisation.

Where a named Officer holding a delegation is temporarily absent and no Officer has been appointed to act in the position, the authority will transfer to the relevant Directorate or Senior Line Manager for the period of absence.

AGENDA ITEM CCCS028 REFERS

Document Approval			
Document Development Officer:		Document Owner: <i>(Member of EMT)</i>	
Manager Governance & Risk Management		Chief Executive Officer	
Document Control			
File Number - Document Type:	PE.AUT.1 – Register of Delegations		
Synergy Reference Number:	PU14121_8		
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Status of Document:	Council decision: Adopted		
Document file details:	N:\General\Corporate_Services\Governance\Delegations_Register		
Quality Assurance:	Chief Executive Officer, Executive Management Team, Corporate Services & Finance Committee		
Distribution:	Public Document		
Document Revision History			
Version	Author	Version Description	Date Completed
1.0	Chief Executive Officer	Adoption Ref: OCM 17/07/2012 Resolution 1.4.	17/07/2012
2.0	Chief Executive Officer	Adoption Ref: OCM 18/09/2012 Resolution 1.1.	18/09/2012
3.0	Executive Director Corporate Services	Adoption Ref: OCM 16/04/2013 Resolution 4.5 (Amendment)	16/04/2013
4.0	Executive Director Planning & Development	Adoption Ref: OCM 18/06/2013 Resolution 2.9 (Amendment)	16/04/2013
5.0	Manager Governance & Risk Management	Adoption Ref: OCM 24/03/2015 Resolution WS068.	24/03/2015
6.0	Manager Governance & Risk Management	Prepared for Council review and adoption. Report CSF169.	13/05/2015
7.0	Manager Governance & Risk Management	Adoption Ref: OCM 26/05/2015 Resolution CSF169.	26/05/2015
8.0	Manager Governance & Risk Management	Adoption Ref: OCM 28/06/2016 Resolution CSF248.	28/06/2016
8.1	Manager Governance & Risk Management	Administrative Amendment: Position title changes updated.	01/07/2016
8.2	Manager Governance & Risk Management	Administrative Amendment: 2016:004: Power to Remove, Impound & Dispose Property delegated updated to include reference to impounding of goods as authorised under 2016:001: Local Government Act 1995 & Local Laws delegation.	29/07/2016

AGENDA ITEM CCCS028 REFERS

Document Revision History (continued)			
Version	Author	Version Description	Date Completed
8.3	Manager Governance & Risk Management	<p>New Delegation: Adoption Ref: OCM 23/08/2016 Resolution CSF262.</p> <p>2016:048: Disposal of Property (Land) Delegation</p> <p><u>Function:</u> Disposal of Property (Land) Delegation</p> <p><u>Delegated Power:</u></p> <ol style="list-style-type: none"> 1. To dispose of Council property, in accordance with section 3.58 of the Local Government Act 1995. 2. To engage an auctioneer, real estate agent and/or settlement agent to represent the City and to negotiate the sale of the property. <p><u>Conditions of Delegation:</u></p> <ol style="list-style-type: none"> a. The land is deemed surplus to the City's requirements; b. The land is valued at less than \$50,000 based on an independent market valuation prepared within 6 months of entering into a Contract of Sale; c. The land is not considered to be capable of being independently developed, in accordance with relevant planning and/or building legislation, and/or would not be of significant benefit to anyone other than the transferee; d. The intent to sell the property has been appropriately advertised under section 3.58 of the Local Government Act 1995 and all other requirements of this part have been addressed. Should any objections to the land sale be received, an item to Council is required; e. The appointment of an agent to act on behalf of the City meets the City's procurement processes. <p><u>Legislative or Policy Reference:</u> Local Government Act 1995, s.3.58(2) and (3) – Disposing of property.</p> <p><u>Reporting requirement:</u> Report to file and Council Committee.</p>	02/09/2016
8.4	Manager Governance & Risk	<p>Administrative amendment:</p> <ul style="list-style-type: none"> • Appended reference to Council Policy: Landfill Subsidy Scheme to delegation 2016:009 – Grant Funding, Donations, Sponsorship. <p>Delegation: Authority is delegated to the Chief Executive Officer to determine eligibility of organisations to qualify for the Waste Services Subsidy.</p>	05/09/2016
8.5	Manager Governance & Risk	<p>Administrative amendment:</p> <ul style="list-style-type: none"> • Appended with: Attachment C - Council Policy Position Register 	19/09/2016
8.6	Manager Governance & Risk	<p>Administrative amendment:</p> <ul style="list-style-type: none"> • Amended delegation 2016:036 – Land Resumption, Roads, Drainage, Footpaths, Road Dedications & Closures • Manger Building & Engineering Services and Land Officer from delegated power (3 & 4 only) to (2 & 3 only). 	16/11/2016
8.7	Manager Governance & Risk	<p>Administrative amendment:</p> <ul style="list-style-type: none"> • Updated attachment C – Policy Register: <ul style="list-style-type: none"> ○ Governance & Meeting Framework ○ Graffiti Management Policy ○ Rating subsidy - sporting and community organisations 	18/01/2017

Document Revision History (continued)			
Author		Version Description	Date Completed
8.8	Manager Governance & Risk	<p>Administrative amendment:</p> <ul style="list-style-type: none"> • Position description and reporting line update: <ul style="list-style-type: none"> ○ Executive Director Development Services ○ Manager Building, Health and Compliance ○ Coordinator Planning Services (Reports to Manager Planning) ○ Development Engineer (Reports to Manager Planning) ○ Coordinator Health Services (Reports to Manager Building, Health and Compliance). • Title Change: <ul style="list-style-type: none"> ○ From: Team Leader Property & Leasing To: Senior Team Leader Property, Leasing & Customer Service • Positions & Allocated Functions Modified: <ul style="list-style-type: none"> ○ Manager Building & Engineering Services (Functions re-allocated between Coordinator Development Services and Development Engineer). ○ Manager Environmental Health (Functions re-allocated to Coordinator Health Services). ○ Senior Planning Officer Statutory Planning & Compliance Compliance Officer [Senior Compliance Officer] (Reports to Manager Building, Health and Compliance) ○ Land Officer (Reports to Development Engineer) • Policy Register update: <ul style="list-style-type: none"> ○ (1) Council Policy: Corporate: Handling of Complaints By or Against Elected Members Policy and Procedures ○ (2) Council Policy: Corporate: Handling of Complaints By or Against the Chief Executive Officer • Authorised Persons update: <ul style="list-style-type: none"> ○ 2016: 007 – Dealing with an objection, extension of time, suspending a decision. ○ 2016:013 – Payment of Municipal Funds (Purchase Orders, Petty Cash, Allowances): Change of Committee Name to Commercial, Community & Corporate Services Committee. ○ 2016:014 – Freedom of Information, Release Information ○ 2016:040 – Planning & Development Act 2005 (Administration and Appointment of Authorised Persons) 	21/04/2017
8.9	Manager Governance & Risk	<p>Register fully reviewed and prepared for review by Council Committee (CCCS) for period 2017.</p> <p>Proposed amendment to the delegation 2017:031 – Animal Control to specify sections 16(3), 17A & 17 of the Dog Act 1976, being:</p> <ul style="list-style-type: none"> • The local government may direct the registration officer to refuse to effect or renew the registration of a dog, and may direct that the registration of a dog shall be cancelled. • A local government may give written notice to the owner of a dog that the dog cannot be registered by the local government. • Where a local government refuses to effect or renew the registration of a dog, or cancels a registration or gives a written notice under section 17A(2), the applicant or the registered owner or owner of the dog, as the case may be, may apply to the State Administrative Tribunal for a review of the decision. <p>2017:033 – Public Health. Fully reviewed. All references to Health Act 1911 updated to reflect new Public Health Act 2016 and Health (Miscellaneous) Provisions Act 1911.</p>	1/05/2017

AGENDA ITEM CCCS028 REFERS

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Attachment A – Designated Persons Register

Attachment B – Local Law Register

Attachment C - Council Policy Position Register

2017:001 - LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS

(Additional Power, Deal with Objections, Grant Time Extensions)

Delegated Power:

1. Authorise persons to administer and enforce the Local Government Act 1995 (the Act) and local laws.
2. Issue licences, notices, approvals and permits relating to Local Laws.
3. Direct (Additional Powers when giving a notice under s3.25 of the Act):
 - a. Do anything that is considered necessary to achieve the purpose for which the notice was given, including recovering the cost of anything it does as a debt due from the person who failed to comply with the notice.
 - b. Take action to recover any outstanding debts pursuant to the Act, s6.10.
4. Deal with objections and granting of extension of time:
 - a. Administer the suspension of the effect of a decision (including the advising of an outcome of an objection when a decision is made under the Act).
 - b. Receive an objection and grant an extension of time for an objection to be lodged.
 - c. Deal with an objection of a decision made by the City of Albany, under authority of the Local Government Act 1995, any local law or regulation.

Notes:

- (i) *If a person who is given a notice under s3.25 of the Act fails to comply with it, the local government may do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the notice was given, including recovering the cost of as a debt due from the person who failed to comply with the notice.*
- (ii) *If a debt (other than a rate or service charge) remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.*

Condition of Delegation:

- (a) The power to authorise persons is limited to Executive Directors and above and must be given in writing.
- (b) A person who is authorised to give an infringement notice under s9.16 of the Act is not eligible to be an authorised person for the purposes extending time or withdrawal.
- (c) The power to direct (additional powers) is limited to Executive Directors and above and the following designated positions:
 - Manager Planning Services
 - Manager Ranger & Emergency Services
 - [Manager Building, Health & Compliance](#)
 - Manager City Engineering
- (d) The power to deal with objections and granting extension of time is limited to Executive Directors and above and the following designated positions:
 - [Manager Governance & Risk](#)
 - Manager Finance

Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 - Functions of local governments, Division 2 - Legislative functions of local governments, Subdivision 1 — Local laws made under this Act, s3.25 (Notices requiring certain things to be done by owner or occupier of land), s3.26 (Additional powers when notices given)*
- *Part 9 - Miscellaneous provisions, Division 1 - Objections and review, s9.5 (Objection may be lodged), s9.6 (Dealing with objection), s9.7 (Review), s9.9 (Suspension of effect of decision)*
- **Local Government (Financial Management) Regulations 1996:** *r.5 (CEO's duties as to financial management).*

Report Requirement:

- Report to file.

Designated Persons: Listed at:

- Attachment A (Designated Persons Register); and Attachment B (Local Laws Register).

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:002 - CORPORATE DOCUMENTS & BRANDING

Delegated Power:

1. Approve the use of the City of Albany Crest and Corporate Logos.
2. Update administrative policies, guidelines, procedures and processes.
3. Authorise persons to administer any or all of the above functions.

Note: It is the role of Council to determine local government's policies.

Condition of Delegation:

- (a) Minor administrative amendments can be made to Council adopted policies, if authorised by the Chief Executive Officer.
- (b) On effecting the amendment a copy of the updated policy is to be distributed to all elected members.
- (c) The power to authorise persons is limited to Executive Directors and above.

Legislative or Policy Reference:

- **Local Government Act 1995:** s2.7 (Role of council) (2)(b), s3.1 (General function); s5.41 (Functions of CEO).

Policy Position:

- Council Policy: Corporate Document Policy

Report Requirement: Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Manager Community Services
 - [Manager Community Engagement](#)
 - Communications & Events Manager
- Executive Director Corporate Services
 - [Manager Governance & Risk](#)
- Executive Director Development Services
- Executive Director Works & Services
- Executive Director Commercial Services

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:003 - PUBLIC RELATIONS, MEDIA RELEASES & MAKE COMMENT TO MEDIA**Delegated Power:**

1. Represent the City of Albany on external committees and working groups and make operational decisions on behalf of the City.
2. Prepare, produce and distribute City information, media releases and publications, and make comment, with the condition that comment is limited to matters relating to functions of the CEO, defined by the Act.
3. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- The power to authorise persons is limited to Executive Directors and above.

Legislative or Policy Reference:

- **Local Government Act 1995: s5.41 (Functions of CEO) (d)&(f)**

Report Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Manager Community Services
 - [Manager Community Engagement](#)
 - Communications & Events Manager
- Executive Director Commercial Services
 - Manager Tourism Development & Services
 - Manager Recreation Services
 - Manager Day Care Services
- Executive Director Corporate Services
- Executive Director Development Services
- Executive Director Works & Services

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:004 - POWER TO REMOVE, IMPOUND & DISPOSE PROPERTY

Delegated Power:

1. Dispose surplus plant, equipment and material.
2. Sell or otherwise dispose:
 - a. any goods that have been confiscated subject to s3.47(1) of the Act;
 - b. impounded goods that have not been collected within the period specified in s3.42(1)b, s3.47(2b) or s3.44 of the Act;
 - c. any vehicle that has not been collected within two months of a notice having been given under s3.40(3) or seven days of declaration being made that a vehicle is an abandoned vehicle wreck; and
 - d. artworks, not exceeding \$5,000.
3. Determine that court action be taken to recover impounding expenses in accordance with s3.48 of the Act.
4. Authority to remove or impound goods under section 3.39 of the Act.
5. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) Disposal of surplus plant, equipment and material is subject to the CEO providing Elected Members with two weeks written notice with any intention to do so:
 - The CEO may either proceed with such a sale or if appropriate instead donate the property available for sale to suitable not for profit community groups or Schools;
 - In the absence of any sale being made, it shall be at the absolute discretion of the CEO to dispose of any surplus goods, plant and equipment in any manner thought fit by the CEO.
- (b) All goods, plant and equipment with an estimated market value above \$1000 must be:
 - Advertised for sale in a local newspaper; or
 - Sold by public auction; or Offered for sale by public tender.
- (c) All goods, plant and equipment with an estimated market value of \$1000 or less shall be:
 - Advertised for sale in an email or notice sent to all staff; or
 - Offered for sale by seeking bids from staff with a one week closing date for bids to be lodged with the CEO.
- (d) The team that administers the impounding cannot administer the disposal.
- (e) The CEO shall approve any legal action and sign any legal documents.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.39(Power to remove and impound), s3.40(Vehicle may be removed if goods to be impounded are in or on vehicle), s3.40A (Abandoned vehicle wreck may be taken), s3.43(Impounded non-perishable goods, court may confiscate), s3.47(Confiscated or uncollected goods, disposal of), s3.48(Impounding expenses, recovery of), s3.58(Disposing of property).

Report Requirement: Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Manager Community Services
- Executive Director Corporate Services

- Executive Director Commercial Services
 - Manager Tourism Development & Services (2 only)
- Executive Director Works & Services
 - Manager City Operations (1 & 2 only)
- Executive Director Development Services
 - Manager Ranger & Emergency Services (2a,b,c & 4 only)
 - Ranger Team Leader (4 only)
 - Rangers (4 only)
 - Manager Planning Services (2a & b only)
 - Coordinator Planning Services (2a,b only)
 - Development Engineer (2a & b only)
 - Manage Building, Health & Compliance
 - Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer) (2a & b only)
 - Development Compliance Officer(s) (2a & b only)

2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT

Delegated Power:

1. Appoint an Acting Chief Executive Officer for a period of less than 6 weeks.
2. Determine an organisational structure.

CEO FUNCTION: Authority to:

3. Appoint and dismiss employees.
4. Undertake executive functions relating to provision of services and/or facilities.
5. Authorise persons to administer any or all of the above CEO functions.

Condition of Delegation:

- (a) Appointment subject to funding being available in the City's Annual Budget.
- (b) Structure changes must be approved by the relevant Executive Director.
- (c) Appointment and dismissal of:
 - permanent employees; and
 - casual employees;

must be conducted in consultation with Manager Human Resource and/or delegate.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.1 (*General Function*), s3.18 (*Performing Executive Functions*), s3.21 (*Duties when performing functions*), s5.2 (*Administration of local governments*), s5.36 (*Local government employees*), s5.39 (*Contracts for CEO and senior employees*) - (1a)(a), s5.41 (*Functions of CEO*), s5.42 (*Delegation of some powers and duties to CEO*)

Reporting Requirement:

- Human Resources Team to report to the Commercial, Community and Corporate Services Committee monthly.

Designated Persons:

- Chief Executive Officer
- Executive Manager Community Services (3,4 only)
 - Manager Library Services (3 only) limited to casual employees only
 - Vancouver Arts Centre Coordinator (3 only) limited to casual employees only
- Executive Director Corporate Services (3, 4 only)
 - Manager Human Resources (3,4 only)
- Executive Director Commercial Services (3,4 only)
 - Manager Tourism Development & Services (3 only), limited to casual employees only
 - Manager Recreation Services (3 only), limited to casual employees only
 - Team Leader Albany Leisure & Aquatic Centre (3 only), limited to casual employees only
 - Manager Albany Day Care Services (3 only), limited to casual employees only
 - Manager Albany Heritage Park (3 only), limited to casual employees only
- Executive Director Works & Services (3,4 only)
 - Manager City Operations (3 only), limited to casual employees only
 - Manager City Engineering (3 only), limited to casual employees only
 - Manager City Reserves (3 only), limited to casual employees only
- Executive Director Development Services (3,4 only)
 - Manager Ranger & Emergency Services (3 only), limited to casual employees only.

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:006 - SIGN DOCUMENTS ON BEHALF OF THE CITY OF ALBANY*(Common Seal, Deeds, Agreements)***Delegated Power:**

1. Execute a document on behalf of the City where there is a requirement for the document to be executed as a deed, pursuant to s9.49A(5) of the Act;
2. Affix the Council's Common Seal to documents, pursuant to s9.49A(2) of the Act; and
3. Sign documents on behalf of the local government for all matters arising under delegated authority given by the Council under s5.42 and s9.49A(4) of the Act and generally as is necessary or appropriate in reasonably carrying out his or her function under the Act or under any written law.

Condition of Delegation:

- (a) Power to sub-delegate: In accordance with s5.43(ha) of the Act, the Chief Executive Officer or Acting Chief Executive Officer, appointed in writing, is NOT authorised to delegate this function; and
- (b) Compliance with Council Policy: Use of Common Seal Policy.

Legislative or Policy Reference:

- **Local Government Act 1995**: s2.5 (*Local governments created as bodies corporate*), s5.42 (*Delegation of some powers and duties to CEO*), s5.43 (*Limits on delegations to CEO*)(ha), s9.49A (*Execution of documents*) (2)(4)(5)
- **Local Government (Functions and General) Regulations 1996**: r.34 (*Common seal, unauthorised use of*)
- **Fire and Emergency Services Authority of Western Australia Act 1998**: Part 6A — *Emergency services levy, Division 9 — ESL agreements, s36ZJ (ESL agreement, nature of etc.), s36ZK (Part 6A modified for ESL agreement (Sch. 1A))*
- **Rates and Charges (Rebates and Deferments) Act 1992**: s.16 (*Claims by administrative authorities*)

Policy Position:

- Council Policy: Use of Common Seal Policy

Reporting Requirement:

- Report to Council monthly.

Designated Persons:

- Mayor
- Chief Executive Officer

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:007 - DEALING WITH AN OBJECTION, EXTENSION OF TIME, SUSPENDING A DECISION

Delegated Power:

1. Administer the suspension of effect of decision (including the advising of an outcome of an objection when a decision is made under the Act.
2. Receive an objection and grant an extension of time for an objection to be lodged.
3. Deal with an Objection of a decision made by the City of Albany, under authority of the Act, any local law or regulation.

Condition of Delegation:

- Nil.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.50A (1), Part 9 - Miscellaneous provisions, Division 1 - Objections and review, s9.5 (Objection may be lodged), s9.6 (Dealing with objection), s9.7 (Review), s9.9 (Suspension of effect of decision)
- **Local Government (Functions and General) Regulations 1996:** r.6 (3)(Transitional provisions about road closures)

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Manager Community Services
- Executive Director Development Services
 - Manager Planning Services
 - Coordinator Planning Services
 - Manager Building, Health & Compliance
 - Coordinator Building Services
- Executive Director Works & Services
- Executive Director Corporate Services
 - Manager Finance
- Executive Director Commercial Services

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:008 - LEGAL PROCEEDINGS*(Approve Representation & Legal Expenses)***Delegated Power:**

1. Authorise Legal Expenses for Council Members, Employees and Volunteers.
2. Enact legal proceedings and authorise persons to represent the City in a Court.
3. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) Compliance with Council Policy: Legal Representation for Elected Members, Employees and Volunteers.
- (b) The City's Insurance Broker must be notified before proceeding with action.

Legislative or Policy Reference:

- **Local Government Act 1995:**
 - *Part 9 — Miscellaneous provisions, Division 2 — Enforcement and legal proceedings, Subdivision 1 — Miscellaneous provisions about enforcement, s9.10(Appointment of authorised persons)(1)(2), s9.29 (Representing local government in court)(2).*
 - *Part 6 — Financial management, Division 6 — Rates and service charges, Subdivision 5 — Recovery of unpaid rates and service charges, s6.56(Rates or service charges recoverable in court)(1)(2)*

Policy Position:

- Council Policy: Legal Representation for Elected Members, Employees and Volunteers Policy

Reporting Requirement:

- Governance & Risk Management Team to report quarterly to the Audit & Risk Committee.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
 - Manager Governance & Risk (2 only)
 - Manager Finance (2 only)
- Executive Director Development Services
 - Manager Ranger & Emergency Services (2 only)
 - Team Leader Ranger Services (2 only)
- Executive Director Works & Services
- Executive Director Commercial Services

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:009 - GRANT FUNDING, DONATIONS, SPONSORSHIP

*(Sponsorship through the waiver of fees & charges)***Delegated Power:**

1. Authorise donations, grants, sponsorship, financial assistance (waive fees and charges), under the Local Government Act 1995, s6.7(2) and s6.12(1)(2)&(3).
2. Apply for grant and subsidy applications on behalf of the City of Albany.
3. Waive fees for goods, services and charges.
4. Determine eligibility of charitable or benevolent community based organisations within the City of Albany to qualify for the Waste Services Subsidy.

Building Specific:

5. Waive, increase, reduce or refund the payment of building service application fees in the following circumstances:
 - a. Application is cancelled prior to final determination.
 - b. Applicant has requested a renewal of an expired decision.
 - c. For a request for the City to provide a Certificate in respect to a proposed development that is not part of a statutory application.
 - d. Any major development made on behalf of local government or government department where most of the assessment has already been carried out.
6. Authorise persons to administer any or all of the above functions.

Note: A local government cannot delegate to a CEO the power under section 9.49A(4) of the Act to authorise a person to sign documents on behalf of the local government.

Condition of Delegation:

- (a) This authorisation:
 - does not extend to statutory charges, the municipal rate or service charges incorporated within the rate notice.
 - is subject to:
 - Conditions contained in Council Policies;
 - Funding being allocated in the City's Annual Budget; and
 - Funding/Donations limited to \$10,000.
- (b) Any waiver, reduction or refund of a fee shall be based on the following criteria:
 - The proposal not being intended to be a money making venture for the benefit of the organisation.
 - The cost of work undertaken by the City of Albany.
 - The application is on behalf of a non-profit or charitable organisation or be reflective of the benefit of the proposal to the community.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.1 (*General function*), s5.42 (*Delegation of some powers and duties to CEO*), s5.43 (*Limits on delegations to CEO*) (ha), s5.44 (*CEO may delegate powers and duties to other employees*), s6.7 (*Municipal fund*) (2), s6.12 (*Power to defer, grant discounts, waive or write off debts*)(1)(2) & (3), s9.49A (*Execution of documents*)
- **Local Government (Financial Management) Regulations 1996:** r.5 (*CEO's duties as to financial management*), r.12 (*Payments from municipal fund or trust fund, restrictions on making*), r.13 (*Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*)

Policy Positions:

- Council Policy – Community Funding Policy
- Council Policy – Community Sports & Recreational Facilities Small Grant Funding Policy
- City's Annual Budget
- Council Policy: Land Fill Subsidy Scheme

Reporting Requirement:

- Report to file.

Designated Positions:

- Chief Executive Officer
- Executive Manager Community Services
 - Manager Library Services (1 only)
- Executive Director Corporate Services
 - Revenue Development Officer (1 only)
- Executive Director Commercial Services
 - Manager Tourism Development & Services (1 only)
 - Manager Albany Heritage Park (1 only)
 - Manager Recreation Services (1 only)
- Executive Director Development Services
 - Manager Planning Services (1, 2 & 3 only)
 - Manager Ranger and Emergency Services (1, 2 & 3 only)
 - [Manager Building, Health & Compliance \(1,2 & 3 only\)](#)
- Executive Director Works & Services
 - Manager City Engineering
 - Manager City Operations

2017:010 - LIBRARY SPECIFIC

(Recover Overdue Library Books and Other Loaned Items)

Delegated Power:

1. Authorise the recovery of overdue library books and other loaned items.
2. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- Nil.

Legislative or Policy Reference:

- **Local Government Act 1995: s6.10** (*Financial management regulations*)
- **Local Government (Financial Management) Regulation 1996: r.5** (*CEO's duties as to financial management*)

Reporting Requirement:

- Report to file.

Designated Positions:

- Chief Executive Officer
- Executive Manager Community Services
 - Manager Library Services

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995 & Trustees Act 1962

2017:011 - POWER TO INVEST*(Investment of Municipal Funds)***Delegated Power:**

1. Invest money and establish investment internal control procedures, pursuant to the *Local Government Act 1995*, s6.14 (1) and *Local Government (Financial Management) Regulation 1996*, r.19.
2. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- Compliance with Council Policies:
 - Council Policy: Investment of Surplus Funds Policy
 - Council Policy: Cash/Investment Backing for Reserve Accounts Policy

Legislative or Policy Reference:

- **Local Government Act 1995:** s6.14 (*Power to invest*)
- **Local Government (Financial Management) Regulation 1996:** r.19 (*Investments, control procedures for*), r.38 (*Reserve accounts, information about in annual financial report*) (1)(f)
- **Trustees Act 1962:** Part III (*Investments*)

Report Requirement:

- Finance Team is responsible for reporting to Council monthly.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
 - Manager Finance

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:012 - TAKE POSSESSION OF LAND & APPLY CAVEATS

Delegated Power:

1. Make an agreement with a person for payment of rates and service charges, pursuant to the Act, s6.49.
2. Determine whether to amend the rate record for the preceding five years, pursuant to the Act, s6.39.
3. Unpaid rates and service charges:
 - a. Take possession of land and hold land to secure unpaid rates or service charges:
 - (i) from time to time lease the land;
 - (ii) sell the land;
 - (iii) cause the land to be transferred to the Crown; or
 - (iv) cause the land to be transferred to itself.
 - b. Lodge a caveat on a property to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.
4. Revoke a payment by instalment option for rates and service charges and/or the additional charge.
5. Withdraw a caveat that has been lodged on a property, where the purpose for which the caveat was lodged has been satisfied, or the temporary withdrawal and re-lodging of the caveat will allow dealings on a title.
6. Apply a Gross Rental Valuation (GRV) rating to areas.
7. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) Power (2): Must be for the purpose of correcting a financial administrative error.
- (b) Power (3): Unpaid rates and service charges:
 - Rates or service charges to be unpaid for at least 3 years.
 - On taking possession of any land staff is to notify the owner of the land such notification as is prescribed.
 - Affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
 - The designated officer (delegate) must, at least once, attempt under s6.56 of the Act to recover money due in a court of competent jurisdiction.
 - Power of sale of land must be conducted in accordance with Schedule 6.3 of the Act.

Legislative or Policy Reference:

- **Local Government Act 1995:** Part 6 — *Financial management*, s6.32 (*Rates and service charges*), s6.39(*Rate record*)(2), s6.45 (*Options for payment of rates or service charges*), s6.49 (*Agreement as to payment of rates and service charges*) s6.56 (*Rates or service charges recoverable in court*), s6.64 (*Actions to be taken*) Schedule 6.3 - *Provisions relating to sale or transfer of land where rates or service charges unpaid*
- **Bush Fires Act 1954:** s33(8) (*Local government may require occupier of land to plough or clear fire-break*)

Report Requirement:

- Report to the Commercial, Community and Corporate Services Committee.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
 - Manager Finance
- Executive Director Development Services (3b and 5 only)
- Executive Director Works & Services (3b and 5 only)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:013 - PAYMENT OF MUNICIPAL FUNDS*(Purchase Orders, Petty Cash, Allowances)***Delegated Power:**

1. Approve requisitions and purchase orders for the supply of goods and services.
2. Approve Payments from the Municipal Fund and Trust Fund and Signing of Requisition and Purchase Orders.
3. Issue Petty Cash Advances (up to \$1000.00).
4. Make a cash advance to a person in respect of an expense for which the person can be reimbursed, in accordance with the Act, Division 8 of Part 5.
5. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) As per the requirements of *the Local Government (Financial Management) Regulations 1996*, r.13.
- (b) Where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented to the next ordinary meeting of Council.
- (c) The following spending limits apply:

Category A = Chief Executive Officer

Category B = Executive Director Works & Services

Category B = Executive Director Corporate Services

Category C = Executive Director Development Services

Category C = Executive Director Commercial Services

Category C = Executive Manager Community Services

Category D = Managers, Assistant Managers

Category E = Team Leaders, Coordinators, Personal Assistant to Mayor and Councillors

Category F = Officers

Limit for Category A - \$250,000 and over

Limit for Category B - \$250,000 and under

Limit for Category C - \$100,000 and under

Limit for Category D - \$50,000 and under

Limit for Category E - \$10,000 and under

Limit for Category F - Payments under \$5,000

- (d) Requests for "Miscellaneous Expenses" by Elected Members to be jointly signed by the Mayor and Chief Executive Officer.

Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 - Functions of local governments, s3.1 (General function), Part 5 - Administration, s5.98 (Fees etc. for council members), Part 6 - General financial provisions, s6.10 (Financial management regulations)*
- **Local Government (Financial Management) Regulations 1996:** *r.5 (CEO's duties as to financial management), r.8 (Separate bank etc. accounts required for some moneys) r.11 (Payments, procedures for making etc.), r.12 (Payments from municipal fund or trust fund, restrictions on making) (1)(a), r.13 (Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.)*

Report Requirement:

- Report to the [Commercial, Community and Corporate Services Committee](#) and Council monthly.

Designated Persons:

- Chief Executive Officer (Cat A)
 - [Personal Assistant to Mayor and Councillors \(4 only\) \(Cat E\)](#)
- Executive Manager Community Services (Cat C)
- Executive Director Corporate Services (Cat A)
 - Manager Finance (Cat C)
 - [Manager Governance & Risk \(1 & 2 only\) \(Cat D\)](#)
- Executive Director Works & Services (Cat B)
 - Manager City Engineering (Cat C)
 - Manager City Operations (Cat C)
- Executive Director Development Services (Cat C)
- Executive Director Commercial Services (Cat C)

Designated Positions:

- Managers (3 only) (Cat D)
- Assistant Managers (3 only) (Cat D)
- Coordinators & Team Leaders (Cat E)
- Officers (Cat F)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995 & Freedom of Information Act 1992

2017:014 - FREEDOM OF INFORMATION, RELEASE INFORMATION

Delegated Power:

- Not applicable, legislated function of the Chief Executive Officer (CEO).

CEO FUNCTION: Authorisation to:

1. Make decisions regarding access to information under the *Freedom of Information Act 1992*.
2. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- Nil.

Legislative or Policy Reference:

- **Freedom of Information Act 1992:** s3 (*Objects of Act*), s4 (*Agencies, duties of when applying Act*)
- **Local Government Act 1995:** s5.94 (*Public can inspect certain local government information*)

Policy Position:

- **City Policy: Code of Conduct for Staff with Access to Recorded Material** (*Audio, CCTV, Camera Footage*)

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
 - Manager Governance & Risk (1 only)
 - **Team Leader Records and Council Liaison** (1 only)
 - Information Technology (IT) Manager (1 only in relation to access to recorded material)
- **Executive Director Development Services**
(1 only in relation to access to recorded material)
 - **Manager Ranger & Emergency Services**
(1 only in relation to access to recorded material)
 - **Manager Building, Health & Compliance**
(1 only in relation to access to recorded material)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:015 - ELECTIONS

Delegated Power:

- Not applicable, legislated function of the Chief Executive Officer (CEO).

CEO FUNCTION: Authorisation to:

1. Electoral Rolls & Enrolment Eligibility. Prepare an owners and occupiers roll for an election and decide whether or not a claim made for enrolment eligibility is to be accepted or rejected.
2. Dispose Election Records. Undertake the duties of the Chief Executive Officer as provided in regulation 82(4) of the Local Government (Elections) Regulations 1997, that is to undertake or to supervise the destruction of any election material).
3. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- Authorisation 3 limited to the Chief Executive Officer.

Legislative or Policy Reference:

- **Local Government Act 1995:** s4.32 (*Eligibility to enrol under s. 4.30, how to claim*) (4) (5); s4.41(*Owners and occupiers roll*) (1); and
- **Local Government (Elections) Regulations 1997:** r.82 (*Keeping election papers - s4.84(a)*) (4).

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
 - **Manager Governance & Risk** (1 & 2 only)
 - **Team Leader Records and Council Liaison** (1 & 2 only)
 - **Manager Finance** (1 only)
 - **Senior Rates Officer** (1 only)
 - **Rates Officers** (1 only)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:016 – GIFT & TRAVEL CONTRIBUTIONS, PRIMARY & ANNUAL RETURNS*(Acknowledgement of Receipt)***Delegated Power:**

- Not applicable, legislated function of the Chief Executive Officer (CEO).

CEO FUNCTION:

1. Authority to acknowledge the receipt of Primary and Annual Returns in accordance with s5.77 of the Act.
2. Authority to acknowledge and receipt of declarations of gifts and travel in accordance with sections 5.82 and 5.83 of the Act.

Condition of Delegation:

- (a) Compliance with the City Procedure: Suggested Procedure and Timeline for Lodgement of Financial Interest Returns.
- (b) All acknowledgements to be communicated by email copied to CEO and Manager Governance & Risk or Mayor if applicable.

Legislative or Policy Reference:

- **Local Government Act 1995: Part 5 — Administration, s5.77 (Acknowledging receipt of returns), s5.82 (What is a gift); s5.83 (What is a contribution to travel)**
- **Local Government (Administration) Regulations 1996**

Reporting Requirement:

- Report to file and Register of Gifts and Contributions to Travel as prescribed.

Designated Persons:

- Chief Executive Officer
 - **Manager Governance & Risk**
 - **Team Leader Records and Council Liaison**

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:017 - COMPENSATION*(Public Liability Claims)***Delegated Power:**

1. Determine and pay compensation for damage to property up to \$1,000.
2. Authorise persons to administer any or all of the above functions.

Notes:

- (i) *A local government is to compensate the person if the person requests compensation unless it is otherwise expressly stated in subsection (5) of s3.22, or in Schedule 3.1 or Schedule 3.2 of the Act.*
- (ii) *s3.22 does not limit section s9.57 of the Act.*

Condition of Delegation:

- Nil.

Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 — Functions of local governments, Division 3 — Executive functions of local governments, Subdivision 1 — Performing executive functions; s3.22 (Compensation); s3.51 (Affected owners to be notified of certain proposals)(2)(b); s9.57 (Local government protected from certain liability)*

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
 - [Manager Governance & Risk](#) (1 only)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:018 - CHOICE OF TENDER, AWARD CONTRACT

*(Procurement of Goods, Services, Heavy Plant and Fleet Vehicles)***Delegated Power:**

1. Award a tender or contract.
2. Vary, extend or renew a contract or tender.
3. Vary the requirements before entering into contract, in accordance with functions provided for in r.20 and specifically r.20 (2) of the *Local Government (Functions and General) Regulations 1996*.
4. With the approval of the tenderer, make a variation in the contract for goods or services before the City enters the contract with the successful tenderer, in accordance with the *Local Government (Functions and General) Regulations 1996*, r.20(1).
5. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) Quotations and tenders called are to comply with Council's:
 - Purchasing Policy (Tenders & Quotes); and
 - Buy Local (Regional Price Preference) Policy.
- (b) Contract value determined by delegation 2017:013 Payments from Municipal Fund

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.18 (*Performing executive functions*) (2); s3.57 (*Tenders for providing goods or services*) (1); s5.41 (*Functions of CEO*)(d); s5.43 (*Limits on delegations to CEO*)(b)
- **Local Government (Functions and General) Regulations 1996:** r.11 (*When tenders have to be publicly invited*)(1)(2)(f); r.14 (*Publicly inviting tenders, requirements for*)(2a); r.15 (*Minimum time to be allowed for submitting tenders*); r.16 (*Receiving and opening tenders, procedure for*); r.17 (*Tenders register*); r.18 (*Rejecting and accepting tenders*); r.19 (*Tenderers to be notified of outcome*); r.20 (*Variation of requirements before entry into contract*); r.21 (*Limiting who can tender, procedure for*); r.22 (*Minimum time to be allowed for submitting expressions of interest*); r.23 (*Rejecting and accepting expressions of interest to be acceptable tenderer*); r.24 (*People who submitted expression of interest to be notified of outcome*)

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Manager Community Services (Exempt: 1)
- Executive Director Corporate Services
 - Manager Finance (2 & 3 only)
 - Procurement Officers (2 & 3 only)
- Executive Director Commercial Services (Exempt: 1)
- Executive Director Development Services (Exempt: 1)
- Executive Director Works & Services (Exempt: 1)
 - Manager City Engineering (2,3 & 4 only) (limited to \$50,000 for variation approval)
 - Senior Civil Engineering Officer – Roads (2,3 & 4 only) (limited to \$10,000 for variation approval)
 - Senior Civil Engineering Officer – Drainage (2,3 & 4 only) (limited to \$10,000 for variation approval)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:019 - PROPERTY MANAGEMENT, LEASES AND LICENCES

Delegated Power:

1. Process requests related to leases and licences.
2. Negotiate terms, conditions and rent for leases and licences.
3. Approve requests to renew existing leases and licences with community groups (being charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature groups), airport hangar sites, government agencies or telecommunication entities for properties that are under the care, control and management of the City of Albany.
4. Approve new leases for Lotteries House in accordance with Lotteries House Tenant Management Committee recommendations.
5. Approve requests to take up an option for a further term on a current lease/licence or sub-lease/licence, provided there being no variation to the principle terms of the lease/licence and all accounts being paid in full.
6. Approve requests to vary existing leases/licences.
7. Renegotiate current lessee or sub-lessee rental.
8. Approve requests to assign existing leases or sub-leases, provided there being no variation to the principle terms of the lease.
9. Approve requests for a sub-lease/sub-licence where there is a current lease/licence in place.
10. Surrender of a lease/licence of any property, where the balance of lease/licence payable does not exceed \$10,000 and all accounts being paid in full.
11. Appoint persons to administer any or all of the above functions.

Condition of Delegation:

- (a) **Process leases and licences** (1) Authority to process matters relating to Leases and Licences, as follows:
- (i) Settled terms and conditions to be approved by the delegate as soon as practicable;
 - (ii) Definition of lessee includes a licensee where the context permits;
 - (iii) Where the lessee disputes the market rent increase, the delegate may negotiate a lesser increase to lease/licence rent subject to:
 - the lessee providing to the City at the lessee's cost, a current written rental valuation undertaken by a licensed Valuer on or prior to the date upon which the increased rent is to apply; or
 - the City and the lessee reaching agreement on a new lease/licence rental that is not less than 80% of the market rate as determined by the City's Valuer to a maximum amount of \$5,000 per annum.
- (b) **Variation of existing lease/licence** terms subject to (2)(6):
- (i) To comply with legislative or other statutory or government authority requirements issued from time to time.
 - (ii) Leased area:
 - Increase not exceeding 10% or 100m² of the existing area, whichever is the greater;
 - Any reduction to the existing lease area.
 - (iii) Permitted Use provided there being:
 - no change to the primary use and in accordance with the Management Order over the land (if applicable).
 - proposed amendment is ancillary to the existing permitted use; and
 - has local authority planning approval (if required).
 - (iv) Guarantee & Indemnity or Insurance provided Council interests remain protected.
- (c) **Approve requests** (3) Compliance with Council Policy Property Management – Leases and Licences is required.

2017:019 (continued)

- (d) **Approve new and renew requests** (3 & 4) All new leases and licences (other than those delegated by Council) will be referred to Council for consideration.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.58 (*Disposing of property*)
- **Land Administration Act 1997:** Part 6 (*Sales, lease, licences, etc. of Crown land*)

Policy Position:

- Council Policy: Property Management – Leases and Licences

Reporting Requirement:

- Report to Council monthly. *Note: All new leases and licences (other than those delegated by Council) will be referred to Council for consideration.*

Designated Persons:

- Chief Executive Officer

- Executive Director Corporate Services

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:020 - PROPERTY MANAGEMENT*(Public Facilities, Municipal Halls, Parks, Reserves, Hire, Fees, Selling Goods)***Delegated Power:**

1. Approve or refuse applications for hire of recreation centres, facilities, halls and buildings to the public and determine appropriate conditions (including signage: sporting and event banners).
2. Waive or vary hire fees for charitable organisations or others persons; and
3. Determine the rights of lessees to sell goods to patrons attending sporting functions at venues owned or leased by the City to various clubs and organisations.
4. Manage City facilities and reserves:
 - a. Allocate sporting facilities and recreational reserves grounds to seasonal and casual hirers who may apply for the use of such facilities, including requests for use (and level of use) of turf matches and practice wickets;
 - b. Determine costs for damage to buildings, parks and recreational reserves;
 - c. Determine applications for the sale or consumption of alcohol on parks and reserves and leased premises; and
 - d. Approve service and tourist signage on reserves.
5. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) City managed facilities and reserves:
 - (i) Such use to be at an appropriate fee as set by the Council.
 - (ii) Having regard to existing and previous usage.
 - (iii) Approval is based on the following criteria:
 - the event being conducted at no cost to the Council;
 - the organiser being required to meet the cost of all outgoings;
 - adjoining residential areas being notified of the event in advance;
 - the event not causing any inconvenience to adjacent business/commercial operations;
 - the Council being indemnified against any claims for damages;
 - approval is a time limit; and
 - the City's Service and Tourist Signage Policy.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.54 (*Reserves under control of a local government*); s6.12 (*Power to defer, grant discounts, waive or write off debts*) (1)(b) (3)

Local Law:

- Local Government Property Local Law 2011

Policy Position:

- Council Policy: Public Works, Service and Tourist Signs Policy

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Manager Community Services
 - Manager Library Services
 - Communications & Events Manager
 - Events Team Leader (Exempt 2 & 3)
- Executive Director Corporate Services
- Executive Director Works & Services
 - Manager Reserves (Exempt 2 & 3)
- Executive Director Commercial Services
 - Manager Tourism Development & Services
 - Manager Albany Heritage Park
 - Manager Recreation Services
 - Club Development Officers (Exempt 2 & 3)
 - Team Leader Albany Leisure & Aquatic Centre (Exempt 2 & 3)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:021 - OBJECTION TO RATE RECORD, RELEASE INFORMATION**Delegated Power:**

1. Consider any objection to the rate record and may either disallow it or allow it, wholly or in part, pursuant to the Act, s6.76(5).
2. Grant an extension to the time to make an objection, pursuant to the Act, s6.76(4).
3. Consider applications to release information detailed in s5.94(m) of the Act, subject to:
 - a. Applications being submitted in the form prescribed from time to time; and
 - b. A Statutory Declaration being completed.
4. Authorise persons to administer any or all of the above functions.

Notes:

- (i) *A local government is to promptly consider any objection to the rate record and may either disallow it or allow it, wholly or in part.*
- (ii) *A local government may, on application by a person proposed to make an objection to the rate record, extend the time for making the objection for such period as it thinks fit.*

Condition of Delegation:

- (a) An extension will only be granted for a maximum period of 30 days.
- (b) If the authorised persons are not satisfied that the information will not be used for commercial purposes the application for information shall be rejected.

Legislative or Policy Reference:

- **Local Government Act 1995:** s5.94 (*Public can inspect certain local government information*); s5.95 (*Limits on right to inspect local government information*); s5.96 (*Copies of information to be available*); s6.76 (*Grounds of objection*)(4)(5).
- **Local Government (Administration) Regulations 1996:** r.29B (*Copies of certain information not to be provided (Act s. 5.96)*)

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
 - Manager Finance (1, 2 & 3 only)
 - Rates Officer (3 only)
 - **Manager Governance & Risk** (3 only)
 - **Team Leader Records and Council Liaison** (3 only)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:022 - RATES & RECOVER DEBT, WRITE OFF RATE DEBT, EXEMPTIONS**Delegated Power:**

1. Waive, grant concessions or write off any amount of money owed to the City, pursuant to the Local Government Act 1995, s6.12(1).
2. Write off any amount of money, including rate debts 'penalty interest' where the cost of recovering the debt will be greater than the actual debt.
3. Instruct the City's Debt Recovery Agent to proceed against land and/or property for unpaid rates through the Magistrate's Court.
4. Approve Rate Exemptions. Consider and approve applications for exemption under s6.26 of the Local Government Act 1995, subject to applications being submitted in writing and proof of ownership.
5. Authorise persons to administer any or all of the above functions.

Condition of Delegation:**(a) Write Off Debt** (monies owed):

- maximum \$10,000. Rates Officers: limited \$1,500.
- The full details of the waiver, concession or write off to be recorded on the appropriate financial record and a report being provided to the Commercial, Community and Corporate Services Committee on a bi-annual basis on the exercise of this delegation.

(b) Rate Debt Recovery(3):

- Rates or service charges to be unpaid.
- A General Procedure Claim and Property Seizure & Sale Order through the Magistrate's Court has been served on the ratepayer.
- Property Seizure & Sale Order to be lodged on the land title.
- Proceed to sell the land through the Bailiff's Office.

(c) Approve Rate Exemption(4). If the delegates are not satisfied that the use of the property is exempt under s6.26, of the Act, the application must be referred to the Chief Executive Officer.**Legislative or Policy Reference:**

- **Local Government Act 1995:** s6.12 (*Power to defer, grant discounts, waive or write off debts*) (1)(c); s6.26 (*Rateable land*); s6.56 (*Rates or service charges recoverable in court*); s6.64 (*Actions to be taken*); s6.66 (*Effect of lease*); s6.68 (*Exercise of power to sell land*).
- **Council Policy – Rating Subsidy: Sporting and Community Organisations:** Subject to a qualifying criteria, a full subsidy of annual rates may be applied.

Reporting Requirement:

- Report to file and to Council annually.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
 - Manager Finance
 - Rates Officers (2 only)

AGENDA ITEM CCCS028 REFERS

Building Act 2011 & Strata Titles Act 1985

2017:023 - BUILDING ACT 2011 & STRATA TITLES ACT 1985

(Occupancy Permit, Building Approval, Certificate for Strata Scheme, Plan of Re-Subdivision)

Delegated Power: Council designates the following positions to discharge duties, under s50 of the *Building Act 2011*, subject to conditions:

Chief Executive Officer; Executive Director Development Services; Manager Planning Services; **Development Engineer**; Senior Planning Officer, **Manager Building, Health & Compliance**; Coordinator Building Services; Senior Building Surveyors; Building Surveyors

Power under s50 of the Building Act 2011:

1. Grant:
 - a. an Occupancy Permit for a building that is a subject of the strata plan to accompany the strata plan as required under the *Strata Titles Act 1985* s5B(2)(a) ; or
 - b. a building Approval Certificate for a building that is a subject of the strata plan to accompany the strata plan as required under the *Strata Titles Act 1985* s5B(2)(b), wherein the opinion of the Chief Executive Officer:
 - (i) The buildings shown on the strata plan are first inspected to ensure compliance with approved building plans and specifications; and
 - (ii) The buildings are of sufficient standard and suitable to be divided into lots pursuant to the *Strata Titles Act 1985*.
2. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) **Occupancy Permit** (1). Also satisfied that:
 - (i) separate occupation of the proposed lots will not contravene the provisions of any local planning scheme in force under the Planning and Development Act 2005;
 - (ii) any consent or approval required under any such local planning scheme or under the provisions of the last-mentioned Act relating to any interim development order, has been given in relation to the separate occupation of the proposed lots; and
 - (iii) the development of the parcel as a whole, the building and the proposed subdivision of the parcel into lots for separate occupation will not interfere with the existing or likely future amenity of the neighbourhood, having regard to the circumstances of the case and to the public interest.
- (b) **Approval Certificate** (2). Power to determine applications for the issuing of a certificate of approval under the Building Act 2011, s50 for a plan of subdivision, re-subdivision or consolidation, except those applications that:
 - (i) propose the creation of a vacant lot;
 - (ii) proposed vacant air strata's in multi-tiered strata scheme developments;
 - (iii) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relating to:
 - a type of development; and/or
 - land within an area;
 which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.
- (c) A local government that exercises the power referred to in clause 1(b)(ii) above (Functions to be performed) is to provide WAPC with data on all applications determined under this Instrument of delegation at the conclusion of each financial year in the format prescribed by the WAPC.

Legislative or Policy Reference:

- **Building Act 2011:** s50 (*Application for occupancy permit or building approval certificate for registration of strata scheme, plan of re-subdivision*)
- **Strata Titles Act 1985:** Part II (*Strata schemes and survey-strata schemes, Division 1 — Creation of lots and common property*); s5B (*Further provisions as to registration of plans*) (2)(a), (2)(b).

Reporting Requirement:

- Report to Council monthly.

Designated Positions:

- Chief Executive Officer
- Executive Director Development Services
 - **Manager Building, Health & Compliance** (1a & 1b only)
 - Coordinator Building Services (1a & 1b only)
 - Senior Building Surveyor(s) (1a & 1b only)
 - Building Surveyor(s) (1a & 1b only)

AGENDA ITEM CCCS028 REFERS

Building Act 2011

2017:024 - BUILDING ACT 2011

*(Administration and Compliance Powers)***Delegated Power:**

1. Appoint authorised persons: to administer the *Building Act 2011* (the Building Act) and sign the certificate of appointment.
2. Commence Prosecutions pursuant to s139 of the Building Act.
3. Conduct duties as an authorised person pursuant to s96 of the Building Act:
 - a. Enter and inspect buildings (completed or not) and land;
 - b. Serve requirements on an owner or builder imposing requirements as to the manner of carrying out such operations or earthworks for the purpose of minimising such damage, under the Building Act.
4. Serve Notices:
 - a. To stop unlawful work in accordance with s191 of the Building Act;
 - b. Where a building is deemed to be in a dangerous state, cause it to be shored up or otherwise secured and a proper hoarding or fence to be put up for the protection of the public from danger, and shall cause written notice to be served on the owner or occupier, under s192 of the Building Act;
 - c. On the owner or occupier of a neglected and/or dangerous building, to compel removal in accordance with the Building Act, s192 & s193;
 - d. On the owner or occupier of a dilapidated building, to compel renovation in accordance with s194 of the Building Act;
 - e. On the owner or occupier of a uncompleted building, in accordance with s195 of the Building Act.
5. Permits:
 - a. Approve or refuse to approve plans and specifications for a Building Permit submitted under s20 of the Building Act;
 - b. Approve or refuse to approve plans and specifications for a Demolition Permit submitted under s21 of the Building Act;
 - c. Approve, modify or refuse to approve applications for an extension of period of duration for a Occupancy Permit and Building Approval Certificate submitted under s58 of the Building Act;
 - d. Approve, modify or refuse to approve applications for Granting of an Occupancy Permit and Building Approval Certificate submitted under s58 of the Building Act.

Condition of Delegation:

- (a) Authorisation (1) & (3): Authorised Persons:
 - Appointed authorised person must hold a current authority card.
 - An authorised person, shall on demand by the builder, owner or person apparently in charge thereof, produce his authority to so enter to the person demanding it.
- (b) Authorisation (2) is restricted to Executive Director or above.
- (c) Authorisation (4) Serve Notices:
 - Executive Director to sign the Notice.
 - Notice must be in accordance with prescribed content.
- (d) In undertaking the functions of these delegations, Building Surveyors must:
 - Be employed by the City of Albany in accordance with s5.36 of *the Local Government Act 1995*.
 - Hold the appropriate qualifications as set out under r.6 of the *Building Services (Registration) Regulations 2011*.

Legislative or Policy Reference:

- **Building Act 2011:** s20 (*Grant of building permit*); s21 (*Grant of demolition permit*); s22 (*Further grounds for not granting an application*); s58 (*Grant of occupancy permit, building approval certificate*); s65 (*Extension of period of duration*); s96 (*Authorised persons*); s110 (*Building orders*); s117 (*Revocation of building order*); s127 (*Delegation: special permit authorities and local governments*); s139 (*Presumptions about authority to do certain things*); s191 (*Notices to stop unlawful work*); s192 (*Dangerous buildings*); s193 (*Neglected buildings*); s194 (*Dilapidated buildings*); s195 (*Uncompleted buildings*)
- **Building Services (Registration) Act 2011**
- **Building Services (Registration) Regulations 2011:** r.6 (*Classes of building service practitioner and building service contractor*)
- **Building Regulations 2012:** Part 10 - *Infringement Notices*; r69 (*Prescribed offences and modified penalties*); r70 (*Approved officers and authorised officers*)
- **Local Government Act 1995:** s5.36 (*Local government employees*)

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer (1, 2 & 4 only)
- Executive Director Development Services ((1, 2 & 4 only)
 - **Manager Planning Services** (3 only)
 - **Development Engineer** (3 only)
 - **Manager Building, Health & Compliance** (3 only)
 - **Coordinator Building Services** (3, 4 & 5 only)
 - **Senior Building Surveyor(s)** (3, 4 & 5 only)
 - **Building Surveyor(s)** (3 & 5 only)
 - **Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer)** (3 & 4 only)
 - **Development Compliance Officer(s)** (3 & 4 only)

AGENDA ITEM CCCS028 REFERS

Building Act 2011

2017:025 - SWIMMING POOLS

Delegated Power: Council designates the following positions under the Building Act 2011, subject to conditions:

Chief Executive Officer, Executive Director Development Services, Manager Planning Services, Senior Planning Officer Statutory Planning & Compliance, Manager Environmental Health, Manager Building & Engineering Services, Coordinator Building Services, Development Compliance Officer, Senior Building Surveyors, Building Surveyors

Power to:

1. Enter and inspect land and swimming pools, issue notices and take out such measures with or without assistants as considered necessary in order to prevent the swimming pool from being a danger to persons who may enter upon the land.
2. Inspect private swimming pools and enforce the provisions of the Building Act 2011 and associated regulations and standards.
3. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) Enter and inspect land and swimming pools:
 - Must hold a current authority card, compliant with the transitional provisions prescribed in the regulations.
 - An authorised person, shall on demand by the builder, owner or person apparently in charge thereof, produce his authority to so enter to the person demanding it.
- (b) Inspect private swimming pools:
 - Executive Director to sign any Prosecution Notices.
 - The inspection that is to be conducted at the completion of building work for an enclosure of a private swimming pool is an inspection to assess whether the pool enclosure complies with the requirements in regulation 50.

Legislative or Policy Reference:

- **Building Act 2011**
- **Building Regulations 2012:** *Division 2 — Kinds of applications for occupancy permits and building approval certificates, r.50 (Application for occupancy permit), Division 3 — Making and dealing with applications for occupancy permits and building approval certificates, r.54 (Manner of application)*

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services
 - Manager Planning Services
 - **Development Engineer**
 - **Manager Building, Health & Compliance**
 - Coordinator Building Services (1 & 2 only)
 - Senior Building Surveyor(s) (1 & 2 only)
 - Building Surveyor(s) (1 & 2 only)
 - Senior Planning Officer Statutory Planning & Compliance (**Senior Compliance Officer**) (1 & 2 only)
 - Development Compliance Officer (1 & 2 only)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:026 - ACTIVITIES ON PRIVATE AND PUBLIC LAND

Delegated Power:Schedule 3.1 - Powers under notices to owners or occupiers of land

1. Issue notices in writing requiring the person to do anything, but not limited to, the following:
 - a. prevent water from dripping or running from a building;
 - b. placing a number on a property to indicate an address;
 - c. repair a public thoroughfare;
 - d. ensure that land that adjoins a public thoroughfare is suitably enclosed;
 - e. ensure that land adjoining a public thoroughfare is not overgrown;
 - f. removing a tree or part that is obstructing a thoroughfare;
 - g. make safe anything that is obstructing a private thoroughfare;
 - h. ensure unsightly (i.e. recyclable material) land is enclosed;
 - i. ensure overgrown vegetation, rubbish or disused material is removed from land;
 - j. ensure that graffiti is obliterated;
 - k. ensuring that a tree that may endanger any person or private property is made safe (dangerous tree);
 - l. taking specified measures to prevent damage to the public or property from high wind activity;
 - m. remove bees, wasps and other similar animals that are a danger or nuisance;
 - n. ensure that unsightly dilapidated or dangerous fences are modified or repaired; and take measures to prevent artificial light or other light being omitted or reflected to remove a nuisance.

Schedule 3.2 - Particular things local governments can do on land even though it is not local government property

2. Carry out things prescribed in Schedule 3.2 even though the land is not local government property and the local government does not have consent to act:
 - a. Carry out works for the drainage of land;
 - b. Do earthworks or other works on land for preventing or reducing flooding;
 - c. Take from land any native growing or dead timber, earth, stone, sand or gravel that, in its opinion, the local government requires for making or repairing a thoroughfare, bridge, culvert, fence or gate;
 - d. Deposit and leave on land adjoining a thoroughfare any timber, earth, stone, sand, gravel that is required for making or repairing a thoroughfare, bridge, culvert, fence, or gate;
 - e. Make a temporary thoroughfare through land for use by the public as a detour while work is being done on a public thoroughfare;
 - f. Place on land signs to indicate the names of public thoroughfares;
 - g. Make safe a tree that presents serious and immediate danger to life or property;
 - h. Obliterate graffiti that is visible from a public place and that has been applied without the consent of the owner or occupier;
 - i. Obtain drainage easements;
 - j. Fuel Reduction Activities (slashing, mulching).

Condition of Delegation:

- The authorised persons must document how they formed the opinion that the things to be performed are necessary to protect and/or enhance the health, safety or amenity of the persons or property in the district or to remove a nuisance.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.25 (Notices requiring certain things to be done by owner or occupier of land); s3.27 (Particular things local governments can do on land that is not local government property); s3.36 (Opening fences); Schedule 3.1 - Powers under notices; Division 1 (Things a notice may require to be done); Schedule 3.2 - Particular things local governments can do on land even though it is not local government property.
- **Local Government (Uniform Local Provisions) Regulations 1996:** r.13 (Requirement to construct or repair crossing — Sch. 9.1 cl. 7(3))

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services (1e,f,g,h,i,l,m,n,o & 2j only)
 - Manager Planning Services (1e,f,g,h,i,l,m,n,o & 2j only)
 - Development Engineer (1a,d,l,n only)
 - Coordinator Planning Services (1e,f,g,h,i,l,m,n,o & 2j only)
 - Manager Building, Health & Compliance (1a,d,l,n only)
 - Senior Planning Officer Statutory Planning & Compliance (1e,f,g,h,i,l,m,n,o & 2j only)
 - Development Compliance Officer (1a,d,l,n only)
 - Coordinator Environmental Health (1h,m,o only)
 - Coordinator Building Services (1n,l only)
 - Manager Ranger & Emergency Services (1e,f,g,i,l,m & 2 j only)
 - Team Leader Ranger Services (1e,f,g,i,l,m & 2 j only)
 - Rangers (1e,f,g,i,l,m & 2j only)
- Executive Director Works & Services (1a,b,c,d,e,f,g,i,j,k,l,n & 2 only)
 - Manager City Reserves (1f, k & 2 only)
 - Manager City Engineering (1a,b,c,d,e,g,j,k,l,n & 2 only)
 - Manager City Operations (1a,b,c,d,e,g,j,k,l,n & 2 only)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:027 - DESIGNATE PROSECUTION OFFICERS & POWER OF ENTRY

Delegated Power:

1. Authorise a local government person to lawfully enter land or premises or thing without the consent of the owner or occupier.
2. Lawfully enter land, premises or thing unless the owner or occupier or a person authorised by the owner or occupier objects to the entry.
3. Appoint Prosecution Officers for Fines, Penalties and Infringement Notices under the *Enforcement Act 1994* (including Provide written notice to the Registrar designating those officers that are Prosecution Officers for the purposes of the *Fines, Penalties and Infringement Notices Enforcement Act 1994*, Section 13(2).

Condition of Delegation:

- (a) The power to enter property without the consent of the owner (1) is only to be enacted once verbal approval has been given by Executive Director and/or Line Manager.

Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 — Functions of local governments, Division 3 — Executive functions of local governments, Subdivision 3 — Powers of entry; s3.28 (When this Subdivision applies); s3.31 (General procedure for entering property) (2); s3.32 (Notice of entry)*
- **Fines, Penalties and Infringement Notices Enforcement Act 1994:** *s13 (Approved prosecuting authorities and officers) (2)*

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services
 - Manager Ranger & Emergency Services (1 & 2 only)
 - Team Leader Ranger Services (2 only)
 - Manager Planning Services (1 & 2 only)
 - [Development Engineer](#) (1 & 2 only)
 - [Coordinator Planning Services \(1 & 2 only\)](#)
 - Senior Planners (2 only)
 - [Planning Officer](#) (2 only)
 - [Manager Building, Health & Compliance](#) (1 & 2 only)
 - Environmental Health Officers & Technicians (2 only)
 - Coordinator Building Services (1 & 2 only)
 - Senior Building Surveyor(s) (2 only)
 - Building Surveyor(s) (2 only)
 - [Senior Planning Officer Statutory Planning & Compliance \(Senior Compliance Officer\)](#) (1 & 2 only)
 - [Development Compliance Officer\(s\)](#) (1 & 2 only)
- Executive Director Works & Services
 - Manager City Engineering (2 only)
 - Manager City Reserves (2 only)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:028 - SUBDIVISION OF LAND**Delegated Power:**

1. Approve subdivision and development that does not comply with Council engineering design guidelines, however satisfies sound engineering principles.
2. Exercise discretion and to make recommendations to the Department of Planning and/or the Western Australian Planning Commission on applications for subdivisions, amalgamation, survey strata and strata of land.
3. Authorise matters relating to the performance of Council's functions with regard to subdivision (including strata and survey strata) applications.
4. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) The application complies with the provisions of the:
 - Local Planning Scheme (LPS1);
 - Residential Design Codes;
 - Building Code of Australia;
 - Building Regulations of Western Australia; and
 - City of Albany Policies and Local Laws.
- (b) The provision of truncations where necessary, must be to the satisfaction of the Executive Director Development Services and documented on the appropriate file and record.
- (c) Any Applications where the recommendations would be inconsistent with the objectives of Local Planning Scheme (LPS1), a relevant structure plan, outline development plan, policy or strategy to be referred to Council.

Legislative or Policy Reference:

- **Local Government Act 1995: s3.25** (*Notices requiring certain things to be done by owner or occupier of land*); *Schedule 3.1 — Powers under notices to owners or occupiers of land*

Policy Position:

- City Guideline: Subdivision and Development Guidelines.

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services
 - Manager Planning Services
 - **Development Engineer**
 - **Coordinator Planning Services**
 - Senior Planning Officers (2 & 3 only)
 - Planning Officers (2 & 3 only)

AGENDA ITEM CCCS028 REFERS

Bush Fire Act 1954

2017:029 - BUSH FIRE ACT 1954

(Administer & Compliance)

Delegated Power: Council Designates the following positions to issue notices and enforce the *Bush Fire Act 1954*, subject to conditions:

Chief Executive Officer, Executive Director Development Services, Manager Ranger & Emergency Services, Community Emergency Services Manager - CESM, Team Leader Ranger Services, Rangers, Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer

Power to:

1. Issue directions to Bush Fire Brigades (includes authority to issue direction regarding burning bush on, or at the margin of, streets, roads and ways under the care, control and management of the local government and give direction to Bush Fire Control Officers, appointed under the Bush Fires Act 1954).
2. Appoint Fire Control Officers & define areas of responsibility (includes the authority to appoint Fire Control Officers, the Chief Bush Fire Control Officer and Deputy Bush Fire Control Officers in accordance with s48 of the Bush Fires Act 1954).
3. Approve Fire Hazard Reduction by Burning Applications (includes Authority to endorse applications submitted for hazard reduction by burning on any land in the district, at the request of the owner or occupier of the land).
4. Give Notice to Install Firebreaks around Properties (includes Authority to take measures for preventing a bush fire, including requiring firebreaks (fire access tracks) around properties).
5. Prosecute and Serve Infringement Notices (Consider allegations and issue infringement notices committed against the Bush Fires Act 1954).
6. Vary Prohibited and Restricted Burning Times. (including Authority to Vary Prohibited Burning Times, in accordance with s17(7) and (8), of the Bush Fires Act 1954: shortening, extending, suspending or reimposing a period of prohibited burning times; or imposing a further period of prohibited burning times).

Condition of Delegation:

- (a) Issue direction to a registered Bush Fire Brigade: Having reasonably sought information prior to issuing directions and so satisfying themselves that direction is needed.
- (b) Prior to persons appointed as Rangers instigating proceedings in a Court of Competent jurisdiction the section Manager is to be consulted.
- (c) Appointed persons must be qualified in accordance with DFES prescribed qualifications.
- (d) The Chief Bush Fire Control Officer and Deputy Bush Fire Control Officers who shall be first, second in seniority of those officer, and subject thereto may determine the respective seniority of the other Bush Fire Control Officers appointed.
- (e) Appointments must be published in a newspaper circulating in the district and Government Gazette.
- (f) Approve Fire Hazard Reduction by Burning Applications: DFES and DPaW must be consulted.
- (g) Give Notice to Install Firebreaks Around Properties: Prevention measure and fire breaks (fire access tracks) are to be in accordance with the City of Albany Fire Management Requirements Notice (s33 of the Bush Fires Act 1954).
- (h) Vary Prohibited and Restricted Burning Times: The Officer in charge of the regional offices of the Department of Parks & Wildlife (DPaW) and Department of Fire and Emergency Services (DFES) are to be consulted before the authority under this delegation is exercised.
- (i) A notice signed by the CEO is to be published in accordance with the Act for all variations.

Legislative or Policy Reference:

- **Bush Fires Act 1954:** s17 (*Prohibited burning times may be declared by Minister*)(7)(8)(10), s18 (*Restricted burning times may be declared by FES commissioner*)(5)(a), s33 (*Local government may require occupier of land to plough or clear fire-break*) (6), s38 (*Local government may appoint bush fire control officer*) s48 (*Delegation by local governments*)(1), s59 (*Prosecution of offences*)(3), s59A (*Alternative procedure — infringement notices*)(2)
- **Fire & Emergency Services Act 1998:** Part 3, s12 (2)(e)(f)

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services
 - Manager Ranger & Emergency Services (Exempt 2)
 - Community Emergency Services Manager (CESM) (Exempt 2 & 5)
 - Team Leader Ranger Services (4 & 5 only)
 - Rangers (4 & 5 only)
 - Chief Bush Fire Control Officer (1 only)
 - Deputy Chief Bush Fire Control Officer (1 only)

AGENDA ITEM CCCS028 REFERS

Caravan Parks & Camping Grounds Act 1995, Control of Vehicles (Off-Road Areas) Act 1978

2017:030 - CONTROL OF VEHICLES & CAMPING ON PUBLIC LAND

Delegated Power: Council designates the following positions to issue notices and enforce the *Caravan Parks and Camping Grounds Act 1995*, subject to conditions:

Chief Executive Officer, Executive Director Development Services, Manager Ranger & Emergency Services, Team Leader Ranger Services, Rangers

Power to:

1. Enforce the Control of Vehicles (Off Road Areas) Act 1978:
 - a. s6(1) Driving or use of off-road vehicle in area other than private land by consent or permitted area;
 - b. s6(2) Driving or use of vehicle in prohibited area;
 - c. s6(4)a. Using or driving an off-road vehicle in a manner which creates or causes undue or excessive noise;
 - d. s6(4)b. Using or driving off-road vehicle not fitted with an efficient silencing device;
 - e. s7(2) Failure to register vehicle or driving or use of unregistered vehicle;
 - f. s10 Knowingly permitting under-age person to be in charge of vehicle;
 - g. s19(3) Destroying, etc., notice or mark identifying permitted or prohibited area;
 - h. s37(8) Illegal removal of infringement notice from vehicle;
 - i. s38(10) Use of vehicle contrary to prohibition of use notice;
 - j. s38(10) Removal, damage or obliteration of or to prohibition of use notice attached to vehicle.
2. Declare that a vehicle is an abandoned vehicle wreck under s3.40A(4) of the Local Government Act 1995.

Notes:

- (i) Appointment of Designated Officers: *The Caravan Parks and Camping Grounds Act 1995 does not contain a head of power to delegate the appointment of authorised persons to the CEO.*
- (ii) Designated officers are empowered to sign documents, enter and inspect a facility, caravan or camp, issue and withdraw notices, extend the payment date for modified penalties, and initiate appropriate legal action on behalf of the City of Albany when a breach of the Caravan Parks and Camping Grounds Act 1995 and related legislation warrants such action.

Condition of Delegation:

- (a) The power to prosecute any person is only exercised by agreement of the Executive Director Development Services or Manager Ranger & Emergency Services.
- (b) A withdrawal notice shall be signed by a person appointed in writing to withdraw infringement notices by the public authority.
- (c) The person who issues an infringement under s23(2) must not withdraw the infringement under s23(7).

Legislative or Policy Reference:

- **Control of Vehicles (Off-Road Areas) Act 1978:** s5 (*Local government's functions*) (1)(5), s38 (*Authorised officers, who are, functions of etc.*), *Caravan Parks & Camping Grounds Act 1995:* s17 (*Appointment of authorised person*), s18 (*Powers of entry*), s22 (*Legal proceedings to be taken by authorised person*), s23 (*Infringement notices*)
- **Local Government Act 1995:** s3.40A (*Abandoned vehicle wreck may be taken*) (4).

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services
 - Manager Ranger & Emergency Services
 - Team Leader Ranger Services
 - Rangers

AGENDA ITEM CCCS028 REFERS

Cat Act 2011, Dog Act 1976, Local Government (Miscellaneous Provisions) Act 1960

2017:031 - ANIMAL CONTROL

(Cats & Dogs, Stock)

Delegated Power: Council designates the following positions to administer enforce the Cat Act 2011, Dog Act 1978 and Local Government (Miscellaneous Provisions) Act 1960, subject to conditions:

Chief Executive Officer, Executive Director Development Services, Manager Ranger & Emergency Services, Team Leader Ranger Services, All Rangers, Customer Service Officers

Power to:

1. Register, seize, detain and dispose a dog or cat.
2. Register a dog or cat.
3. Declare a Dog Dangerous in accordance with s33E and s33F of the *Dog Act 1976*.
4. Consent for a Dog to be destroyed in accordance with s33G of the *Dog Act 1976*.
5. Impound Stock, Dispose Sick or Injured Impounded Animals, Remove and Impound
6. Goods (including Animals) under the *Local Government (Miscellaneous Provisions) Act 1960*.
7. Appoint persons, establish and operate cat management facilities under the *Cat Act 2011*.
8. Appoint persons, establish and operate dog management facilities under s11 the *Dog Act 1976*.
9. Establish public pounds under the *Local Government (Miscellaneous Provisions) Act 1960*.
10. Refuse registration of a dog in the City of Albany municipality in accordance with s16(3), s17A and s17 of the *Dog Act 1976*.

Note: For the purpose of Part XX of the Local Government (Miscellaneous Provisions) Act 1960, a local government is to be regarded as the owner and occupier of streets, ways, reserves, bridges, ferries, foreshores, jetties, wharves, other public places, and unenclosed land abutting them within its district.

Condition of Delegation:

- (a) Withdrawal of an Infringement Notice can only be approved by the Chief Executive Officer, Executive Director Corporate Services, Executive Director Development Services or the Manager Ranger & Emergency Services.
- (b) Authorisation under the *Dog Act 1976* must be from Council.
- (c) Gazettal of appointment is required.

Legislative or Policy Reference:

- **Cat Act 2011:** s42 (*Administration by local governments*), s44 (*Delegation by local government*), s45 (*Delegation by CEO of local government*), s48 (*Authorised persons*)
- **Cat Regulations 2012:** r.30 (*Modified penalties (s. 63(2))*)
- **Cat (Uniform Local Provisions) Regulations 2013:** r.3 (*These regulations operate as local laws*)
- **Dog Act 1976:** s10AA (*Delegation of local government powers and duties*), s11 (*Staff and services*), s29 (*Power to seize dogs*) (1), s30A (*Operator of dog management facility may have dog micro chipped at owner's expense*), s33E (*Individual dog may be declared to be dangerous dog (declared)*)*, s33G (*Seizure and destruction*), s48 (*Regulations to operate as local laws*)
- **Dog Regulations 2013:** r.33 (*Modified penalties for offences under the principal Act*), r.36 (*Dog Regulations 1976 repealed*)
- **Local Government Act 1995:** s3.39 (*Power to remove and impound*), s3.48 (*Impounding expenses, recovery of*),
- **Local Government (Miscellaneous Provisions) Act 1960:** r.449 (*Pounds, establishing; pound keepers and rangers, appointing*)

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services
 - Manager Ranger & Emergency Services (Exempt 3)
 - Team Leader Ranger Services (Exempt 3 & 10)
 - Rangers (1, 2, 5 & 7 only)
 - Customer Service Officers (2 only)

AGENDA ITEM CCCS028 REFERS

Emergency Management Act 2005, Bush Fire Act 1954, Fire & Emergency Services Act 1998

2017:032 - EMERGENCY MANAGEMENT*(Administer & Compliance)*

Delegated Power: Council designates the following positions to administer and enforce the *Emergency Management Act 2005, Bush Fire Act 1954, and Fire & Emergency Services Act 1998*, subject to conditions:

Chief Executive Officer, Executive Directors, Manager Ranger & Emergency Services Community Emergency Services Manager - CESM, Emergency Management Team Leader

Power to:

1. Authorise persons under the Emergency Management Act 2005.
2. Authorise persons to perform all powers and duties relating to Emergency Management under s48 of the *Bush Fires Act 1954* relating to emergency management of fire and the operational and strategic preparedness to manage such emergencies.
3. Assist Emergency Services & engage contractors.

Notes: Under section 36 of the Emergency Management Act 2005 it is a function of local government to:

- (i) Subject to this act, to ensure that effective emergency management arrangements are prepared and maintained for its district;*
- (ii) To manage recovery following an emergency affecting the community in its district; and*
- (iii) To perform other functions given to the local government under this Act to have Local Emergency Arrangements.*

Condition of Delegation:

- (a) If potential engagement cost exceeds allocated budget, the designated officer as soon as reasonably possible is to contact with the Chief Executive Officer before engaging private contractors or incurring any expenses.
- (b) Excludes powers and duties that are prescribed in the Act that must be appointed by the local government.

Legislative or Policy Reference:

- **Emergency Management Act 2005:** s36 (*Functions of Local Government*), s37 (*Local emergency coordinators*), s38 (*Local emergency management committees*) and s39 (*Functions of local emergency management committees*)
- **Fire & Emergency Services Act 1998:** Part 3, s12 (2)(e)(f)

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Manager Community Services
- Executive Director Corporate Services
- Executive Director Works & Services
- **Executive Director Commercial Services**
- Executive Director Development Services
 - Manager Ranger & Emergency Services
 - Community Emergency Services Manager (CESM)
 - Emergency Management Team Leader

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995, Food Act 2008, Health (Miscellaneous Provisions) Act 1911,
Litter Act 1979, Public Health Act 2016

2017:033 - PUBLIC HEALTH

(Administer & Compliance)

Delegated Power: Council designates the following positions, pursuant to s21 of the *Public Health Act 2016* and s26 of the *Health (Miscellaneous Provisions) Act 1911* as appointed authorised persons and deputies for the purpose of discharging the City's local government powers and functions:

Chief Executive Officer, Executive Director Development Services; Manager Building, Health & Compliance; Coordinator Health Services; and all Environmental Health Officers.

Power to:

Food Act 2008:

1. Appoint Authorised Officers to exercise the powers and duties set out in the *Food Act 2008*.
2. Issue prohibition orders in accordance with section 65 of the *Food Act 2008*;
3. Clear and remove a prohibition order in accordance with section 66 of the *Food Act 2008*;
4. Provide written notification not to issue a certificate of clearance in accordance with section 67 of the *Food Act 2008*; and
5. Grant, apply conditions, refuse, vary or cancel registration of a food business in accordance with sections 110 and 112 of the *Food Act 2008*.

Health (Miscellaneous Provisions) Act 1911:

6. City Environmental Health Officer may only:
 - a. Serve health orders in connection with requirements and repairs to businesses, shops and dwellings in accordance with the provisions of s354.
 - b. Sign and issue licences and registrations issued.
 - c. Enter premises under s349 and administer the provisions in the regulations.

Litter Act 1979:

7. Appoint Authorised Officers to exercise the powers and duties set out in the *Litter Act 1979*.
8. Enforce the *Litter Act 1979* and withdrawal infringements issued under s30(4) of the *Litter Act 1979*, being: s23 Littering — cigarette butt; s23 Littering — any other litter; s24 Breaking glass, metal or earthenware; s24A(1) Bill posting; s24A(2) Bill posting on a vehicle; r.6 Deposit of domestic or commercial waste in a public litter receptacle; and r.8 Transporting load inadequately secured.

Public Health Act 2016:

9. Appoint Authorised Officers to exercise the powers and duties set out in the *Public Health Act 2016*.
10. All powers and duties conferred or imposed on the City of Albany by the *Public Health Act 2016* in accordance with s21(1)(b)(i) of the *Public Health Act 2016*.

Condition of Delegation:

- Only the Chief Executive Officer and/or Executive Director Development Services may institute legal proceedings and appoint persons to authorised officer or deputy positions.
- A person who is authorised to give infringement notices and/or enforcement orders is not eligible to be an authorised person for the purposes of withdrawal.
- Setting of annual fees under s6.16 and s6.19 of the *Local Government Act 1995* is excluded.

- Environmental Health Officer conditions under the *Health (Miscellaneous Provisions) Act 1911*:
 - Part IV (Sanitary provisions), Divisions 4 (Sanitary conveniences) & 7 (Pollution of water): Authority is limited to the forming of opinion and issuing notices, requisitions, directions and orders and does not include the carrying out or causing to be carried out, of works in default of duly served notices, the undertaking or contracting of works, the provision of sanitary conveniences.
 - Part V (Dwellings) Division 1 (Houses unfit for occupation): Authority is limited to the forming of opinions and issuing notices and directions and does not include carrying out, or the arranging for the carrying out, of works in default of duly served notices.
 - Part VII (Nuisances and offensive trades) Division 1 (Nuisances): Authority extends to the issue of requisitions and, in the case of default, the causing of requisite work to be done.
 - Delegations with respect to the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* includes the approval of applications for effluent disposal systems as described in regulation 4 and issue permits to use effluent disposal systems as described in regulation 10.

Notes:

- (i) For the purposes of the *Litter Act 1979* an authorised officer is:
- any member of the Police Force;
 - any person appointed as such pursuant to subsection (2) within the area of jurisdiction entrusted to a person by the appointment; within the district of a local government, any person who is:
 - a member of the council of the local government;
 - an employee of the local government; or
 - an honorary inspector appointed by the local government under s27AA;
- (ii) For the purpose of the **Food Act 2008** and **Food Regulations 2009**, Council is exercising its power of delegation under Section 122.

Legislative or Policy Reference:

- **Local Government Act 1995**: Part 9 — Miscellaneous provisions, Division 2 — Enforcement and legal proceedings, Subdivision 1 — Miscellaneous provisions about enforcement, s9.10 (Appointment of authorised persons) (1)
- **Food Act 2008**: s122(1)(a) - Designated Non Environmental Health Officers, s122(3) - Maintain the Register of Authorised Officers, s123(1) - Issue Certificates of Authority to Authorised Officers, and s126(3) - Payment of Infringement Notices, [Sections 65, 66, 67, 110, 112 and 118 of the Food Act 2008](#)
- **Food Regulations 2009**: r.5 (Appropriate enforcement agency: local government- s.8)
- **Public Health Act 2016**: [Section 21\(1\)\(b\)\(i\) of the Public Health Act 2016](#).
- **Health (Miscellaneous Provisions) Act 1911**: [s26 \(Powers of local government\)](#),
- **Litter Act 1979**: s26 (Authorised officers, appointment and jurisdiction of etc.) (1)(c), s27 (Authorised officers, powers of); s27AA (Honorary inspectors, appointment of), s30 (Infringement notices)
- **Litter Regulations 1981**: r.6 Deposit of domestic or commercial waste in a public litter receptacle; and r.8 Transporting load inadequately secured.
- **Public Health Act 2016**: [s21\(Enforcement agency may delegate to the Chief Executive Officer or an authorised officer designated by the local government\)](#).

Local Laws:

- Health Local Laws 2001
- Health (Eating-Houses and Itinerant Food Vendors) Local Laws 2001

Reporting Requirement:

- Report to file. *Noting in accordance with section 38 of the Health (Miscellaneous Provisions) Act 1911, local government are to submit a report to the Chief Health Officer concerning the sanitary conditions of its district, and all works executed and proceedings taken by the local government in February annually.*

Designated Persons:

- Chief Executive Officer (All)
- Executive Director Development Services (All)
 - Manager Ranger & Emergency Services (7 & 8 only)
 - Team Leader Ranger Services 8 only
 - Rangers (8 only)
 - Manager Building, Health & Compliance ((All)
 - Coordinator Health Services (All)
 - Environmental Health Officers (All)

AGENDA ITEM CCCS028 REFERS

Environmental Protection Act 1986

2017:034 - ILLEGAL DUMPING AND NOISE

Delegated Power: Council designates the following positions to administer and enforce the *Environmental Protection Act 1986* in accordance with the conditions specified:

Chief Executive Officer, Executive Director Development Services, Manager Building, Health & Compliance, Coordinator Health Services, Environmental Health Officers, Manager Ranger & Emergency Services, Team Leader Ranger Services, Rangers, Executive Director Works & Services, Manager City Reserves

Power to:

1. Exercise the powers and discharge the duties of the local government under the *Environmental Protection Act 1986*:
 - a. s79 (Noise); and
 - b. s49A (Dumping Waste).
2. Authorise persons to administer any or all of the above functions.

Notes:

- (i) *A prosecution for an offence under section 79 (Noise) may be instituted by a police officer, or the Chief Executive Officer of a local government, acting with the consent of the CEO of the Department of Environment Regulation.*
- (ii) *The delegated power (authorisation) under section 49A (dumping waste) must be delegated from the CEO of the Department of Environment Regulation and the hold the prescribed authority card.*
- (iii) *Delegation 52 (19 March 2004) – local government CEO has powers in relation to environmental protection notices under section 65 of the Act;*
- (iv) *Delegation 112 (20 December 2013) – local government CEO has powers in relation to various approvals and other activities under the noise regulations; and c. Delegation 119 (16 May 2014) - local government CEO and Environmental Health Officers have powers in relation to noise management plans for construction work on construction sites under noise regulation 13.*
- (v) *Authorisation must be endorsed by CEO of Department of Environment.*
- (vi) *Barking dogs are administered under the Dog Act 1976.*

Condition of Delegation: Nil.

Legislative or Policy Reference:

- **Environmental Protection Act 1986:** s20. (*Delegation by CEO*), s65. (*Environmental protection notices, issue and effect of*)
- **Environmental Protection (Noise) Regulations 1997**
- **Environmental Protection Regulations 1987**

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services
 - **Manager Building, Health & Compliance** (Exempt 2)
 - **Coordinator Health Services** (Exempt 2)
 - Environmental Health Officers (Exempt 2)
 - **Manager Ranger & Emergency Services** (1b only)
 - **Team Leader Ranger Services** (1b only)
 - Rangers (1b only)
- Executive Director Works & Services (1b only)
 - **Manager City Reserves** (1b only)

AGENDA ITEM CCCS028 REFERS

Land Administration Act 1997

2017:035 - CROWN RESERVES, STREET NAMES

Delegated Power: Council designates the following positions to administer and enforce the *Land Administration Act 1997*, subject to conditions:

Chief Executive Officer, Executive Director Corporate Services, Senior Land Officer, Executive Director Development Services, Manager Planning Services, Land Officer, Executive Director Works & Services, Manager City Reserves.

Power to:

1. Process requests related to Crown Reserves, pursuant to s3.54 of the Local Government Act 1995 and Part 4 of the Land Administration Act 1997.
2. Comment on requests to lease Crown land, where the State manages the lease, pursuant to Part 6 of the Land Administration Act 1997.
3. Forward recommendations of street names to the Geographic Names Committee, Western Australia, under s26A of the Land Administration Act 1997.
4. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) Process requests related to Crown Reserves (1) Authority to process matters relating to Crown Reserves, as follows:
 - (i) Requests to the Minister for Lands to create a new reserve or transfer Crown land from one form to another (i.e. road reserve to Crown reserve; excision of road reserve from Crown reserve etc.);
 - (ii) Change of purpose of a Crown reserve;
 - (iii) Changes to reserve boundaries;
 - (iv) Acceptance of a management order, where the City is currently managing the land or can do so within existing operational budgets; and
 - (v) Requests to lease Crown land, where no structure will be built (i.e. leases managed by the State, pastoral leases etc).
- (b) Comment on requests to lease Crown Land (2) Compliance with the following documents is necessary:
 - (i) Local Planning Scheme & Strategies;
 - (ii) Adopted Asset Management Plans (Roads; Reserves: Natural and Developed; Drainage); and
 - (iii) City of Albany Bushfire Strategy.
- (c) The revocation of a management order of an existing City managed reserve or cancellation of an existing Crown reserve shall be considered by Council.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.54 (*Reserves under control of a local government*)
- **Land Administration Act 1997:** Part 2 — *General administration, Division 3 – General, s26A (New subdivisions, names of roads and areas in), Part 4 — Reserves, Part 6 — Sales, leases, licences, etc. Of Crown land*

Reporting Requirement: Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
 - Senior Land Officer (1 only)
- Executive Director Development Services
 - **Manager Planning Services** (1, 2 & 3 only)
 - **Development Engineer** (1 only)
 - Land Officer (1 only)
- Executive Director Works & Services
 - Manager City Reserves (1 only)

AGENDA ITEM CCCS028 REFERS

Land Administration Act 1997

2017:036 - LAND RESUMPTION, ROADS, DRAINAGE, FOOTPATHS, ROAD DEDICATIONS & CLOSURES**Delegated Power:** Power to:

1. Obtain land for the City's infrastructure (roads, drainage, footpaths etc).
2. Road dedications and closures: Action requests to the Minister for Lands to dedicate land as a road and indemnify the Minister against any claims for compensation;
3. Initiate the public advertising period for the closure of road reserves.
4. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) Obtain land for the City's infrastructure (1):
 - (i) All land taking to be based on sound engineering principles, taking into account existing and future road and drainage systems;
 - (ii) Compensation for the resumption of private land shall be based initially on an independent valuation obtained from a licensed valuer;
 - (iii) Compensation to a maximum of \$100,000 dollars and within the confines of relevant budget allowances may be negotiated without referral to Council;
 - (iv) Landowners are to enter into Consent to Taking by Agreement for the land to be resumed and agreeing to the compensation amount and any other special conditions;
 - (v) No payment of compensation is to be paid for the land resumption until a caveat has been placed on title registering the City's interest or the final deposited plan is lodged in order for dealings.
- (b) Road dedications and closures (2):
 - (i) Requests to dedicate land as a road reserve shall comply with the following conditions:
 - Land is being used as part of an existing road or right of way; and
 - Land is to be acquired for road widening as part of a land resumption process.
 - (ii) Initiation of the public advertising for road closure shall only be actioned where it is identified that the road or right of way is surplus to current requirements and is not required as part of the future planning and development of an area.
 - (iii) Council to make the final decision on a road closure request following the advertising period, irrespective of whether submissions have been received.

Legislative or Policy Reference:

- **Land Administration Act 1997:** *Part 5 — Roads, Part 9 — Compulsory acquisition of interests in land, Part 10 — Compensation.*

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
- Executive Director Development Services
 - **Manager Planning Services**
 - **Development Engineer (2 & 3 only)**
 - Land Officer (2 & 3 only)

AGENDA ITEM CCCS028 REFERS

Dangerous Goods Safety Act 2004

2017:037 - BLASTING IN TOWN SITE AND FIRE WORKS

Delegated Power: Council designates the following positions to administer and discharge the City of Albany duties under the *Dangerous Goods Safety Act 2004*, subject to conditions:

Chief Executive Officer and Executive Director Development Services

Power to:

1. Grant permission of the local government to allow blasting within a town site in accordance with the Dangerous Goods Safety (Explosives) Regulations 2007, Part 12, Division 4.
2. Approve a Fire Works Application.
3. Authorise persons to administer any or all of the above functions.

Note: In accordance with section 131 of the Dangerous Goods Safety (Explosive) Regulations 2007, a person who wishes to use an explosive in a town site to blast rock or similar solid material, must obtain a written permit to do so from the local authority.

Condition of Delegation:

- (a) Consultation must be conducted with DFES (FRS district) and the Chief Bush Fire Control Officer (All other areas in municipality), prior to any approval being given.
- (b) The fireworks notice must be in an approved form and contain the following information:
 - (i) the details of the fireworks operator licence that the person holds;
 - (ii) the required details of the firework that will be used;
 - (iii) the date and time when the firework will be used;
 - (iv) where the firework will be used;
 - (v) the purpose of using the firework; and
 - (vi) must be a licensed operator.
- (c) In accordance with r.131 (6), on receipt of an application for blasting operations within a town site, the local authority may:
 - (i) Issue a notice that prohibits the explosion;
 - (ii) Issue a permit for the explosion; or
 - (iii) Issue a permit for the explosion that contains reasonable conditions to ensure the safety of people and or property, to ensure such people are notified of the proposed explosion and to reduce the potential disturbance.
- (d) Regulation 131(7) states that a local government shall not grant a permit unless it is satisfied that public risk insurance is in place of at least \$5,000,000 or such higher amount as the local government decides is reasonable.

Legislative or Policy Reference:

- **Dangerous Goods Safety Act 2004**
- **Dangerous Goods Safety (Explosives) Regulations 2007: Part 12 — Use of explosives other than fireworks, Division 4 — Using explosives to blast, damage, destroy or demolish, r131 (Blasting in town site, permit required for), Part 13 — Use of fireworks, Division 4 — Fireworks events, r139 (Using certain fireworks outdoors other than at fireworks events).**

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services (1 & 2 only)

AGENDA ITEM CCCS028 REFERS

Liquor Control Act 1988

2017:038 - LIQUOR LICENSING AND CONTROL

Delegated Power: Council designates the following positions to administer and discharge the City of Albany's duties under the *Liquor Control Act 1988* in accordance with the conditions specified:

Chief Executive Officer; Executive Director Development Services; Manager Planning Services; Coordinator Planning Services; Manager Building, Health & Compliance; Coordinator Health Services.

Power to:

1. Enforce all local authority responsibilities under the Liquor Licensing Act 1988 and Liquor Control Act 1988 pursuant to s39 and s40 of the Liquor Control Act 1988;
2. Issue a s39 certificate; and
3. Issue a s40 certificate.

Note: The Liquor Control Act 1988 does not contain a head of power to delegate the appointment of authorised persons to the CEO.

Condition of Delegation:

- Enforcement (1) subject to compliance with the Local Planning Scheme (LPS1).

Legislative or Policy Reference:

- **Liquor Licensing Act 1988**
- **Liquor Control Act 1988:** s39 (*Certificate of local government as to whether premises comply with laws*) and s40 (*Certificate of planning authority as to whether use of premises complies with planning laws*).

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Development Services
 - Manager Planning Services (3 only)
 - Coordinator Planning Services (3 only)
 - Manager Building, Health and Compliance (1 & 2 only)
 - Coordinator Health Services (1 & 2 only)

AGENDA ITEM CCCS028 REFERS

Planning & Development Act 2005

2017:039 - DEVELOPMENT CONTROL, COMPLIANCE, LEGAL ACTION

Delegated Power: Power to:

1. Deal with unauthorised development. Give written direction regarding unauthorised development and remove or alter unauthorised development pursuant to s214 and s215 of the *Planning & Development Act 2005*.
2. Deal with development control, enforcement and legal action (including appeals and SAT matters).
3. Exercise discretion and to approve and apply conditions to planning applications and building licences under the City's Local Planning Scheme (LPS1), Residential Design Codes and Building Code of Australia;
4. Authorise persons to enter premises under the Local Planning Scheme (LPS1);
5. Implement enforcement and legal proceeding matters under the *Planning and Development Act 2005*, Part 13;
6. Implement matters delegated to the City of Albany under the *Planning and Development Act 2005*;
7. Exercise discretion when issuing, withdrawing, amending notices and requisitions pursuant to Part 13 of the *Planning and Development Act 2005* and the provisions the City's Local Planning Scheme;
8. Exercise discretion and to respond to appeals lodged with the State Administrative Tribunal (SAT) for:
 - a. The determination of planning application appeals under Part 14 of the *Planning and Development Act 2005*, and the City's Local Planning Scheme (LPS1);
 - b. The determination of building application appeals;
 - c. The determination of 'without prejudice' conditions;
 - d. Prosecute under the *Planning and Development Act 2005*, Part 13;
 - e. Make recommendations for appointment of consultants/legal representatives for SAT Matters; and
 - f. Mediate matters before the State Administrative Tribunal (SAT).
9. Take action for departure from the requirements and provisions of the City's Local Planning Scheme (LPS1), including the *Planning and Development Act 2005*, Part 13.
10. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) Development Control, Enforcement and Legal Action (including Appeals and SAT Matters):
 - The Executive Director Development Services shall sign any Prosecution Notices;
 - Quotations are to be obtained and a recommendation is to be provided to the CEO for approval of consultants for all matters which are appealed to the SAT;
- (b) "Without Prejudice" conditions and amended plans for matters mediated in the SAT are to be reported to the Council for consideration and determination;
- (c) Representation is only exercised after consultation with the Executive Director Development Services (or in his/her absence), the approval of the CEO.
- (d) Any third party action against the City must be reported to the City's insurer.

Legislative or Policy Reference:

- **Planning & Development Act 2005:** *Part 13 — Enforcement and legal proceedings, s214 (Illegal development, responsible authority's powers as to), s215 (Illegal development, responsible authority's powers to remove etc.), Part 14 — Applications for review*

Policy Position:

- Local Planning Scheme (LPS1).

Reporting Requirement:

- Report to file.

Note: "Without Prejudice" conditions and amended plans for matters mediated in the SAT are to be reported to the Council for consideration and determination.

Designated Persons:

- Chief Executive Officer

- Executive Director Development Services
 - Manager Planning Services (1, 2, 3, 4, 8a,c,d,e & f only)
 - Development Engineer (1, 2, 8a,c,d,e & f only)
 - Coordinator Planning Services (1, 2, 8b & c only)
 - Senior Planning Officer(s) (3, 8a,c,d,e & f only)
 - Planning Officer (s) (3 Only)

 - Manager Building, Health & Compliance (1, 2, 3, 8c & f only)
 - Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer) (1, 2, 3, 8c & f only)
 - Development Compliance Officer ((1, 2 & 8b only)
 - Coordinator Building Services (1 & 2, & 8b only)

AGENDA ITEM CCCS028 REFERS

Planning & Development Act 2005

2017:040 - PLANNING & DEVELOPMENT ACT 2005*(Administration and Appointment of Authorised Persons)*

Delegated Power: Council designates the following positions to administer and enforce the *Planning and Development Act 2005*, subject to conditions:

Chief Executive Officer, Executive Director Development Services, Manager Planning Services

Power to:

1. Approve or Refuse Local Development Plans (LDPs) after appropriate consultation and where it is unlikely to have an adverse impact on the local area;
2. Appoint persons to administer the *Planning and Development Act 2005*;
3. Pursuant to s234 of the *Planning and Development Act 2005*, appoint designated persons to enforce the following sections:
 - a. 228 (Giving of infringement notice)
 - b. 229 (Content of infringement notice)
 - c. 230 (Extension of time)
 - d. 231 (Withdrawal of infringement notice)
4. Approve and decline development applications under the City's Local Planning Scheme (LPS1).
5. Approve development applications with minor variation to Policies and Guidelines.
6. Determine whether to vary a Planning Scheme policy, guideline or provision and/or grant approval with or without conditions.

Condition of Delegation:

- (a) **Local Development Plans (LDPs) (1).** This delegation is limited to the Executive Director Development Services or CEO. If utilised Council is to be advised.
- (b) **Appoint Persons (2).** Persons must be:
 - a. approved by the Executive Director Development Services and/or Manager Planning Services;
 - b. selected based on experience and qualifications held; and
 - c. appointed in writing (*correspondence to be filed on an appropriate record and a copy of the appointment placed on the person's personal record*).
- (c) **Appointment of designated officers to enforce (2)** The Executive Director Development Services is to approve any legal action and sign any Requirements Prosecution Notices.
- (d) **Approve and decline development applications (3)** Planning Infringement Notices Planning and Development Act 2005, sections: s228, s229, s230 or s231:
 - **Level 1** – s228 (Giving of infringement notice), s229 (Content of infringement notice), and s230 (Extension of time), and s231 (Withdrawal of infringement notice).
 - **Level 2 & 3** – s228 (Giving of infringement notice), s229 (Content of infringement notice), and s230 (Extension of time).

Designated level assigned to position:

- **Level 1 –**
 - Executive Director Development Services
 - Manager Planning Services
 - Coordinator Planning Services
- **Level 2 & 3 –**
 - Senior Planning Officer(s)
 - Senior Planning Officer(s) – Strategic Planning
 - Senior Planning Officer(s) – Statutory Planning & Compliance
 - Planning Officer(s)
- **Level 4 –**
 - Planning Officer(s)
 - Planning Technical Officer(s)
- **Level 5 & 6 –**
 - Planning Technical Officer(s)

(e) **Approval of development applications with minor variations** (4). Approval of development applications with minor variation to Policies and Guidelines are to be determined by the Executive Director Development Services after adjacent landowners, ward Councillors, and in some matters the community generally have been consulted and the concerns raised have been “adequately addressed” in the following ways:

- Where no submissions were received the application can be determined on its merits;
- Where Submissions objecting or seeking changes to the proposal were lodged, but were non-substantive, and subject to further liaison with the person(s) who lodged the submission prior to determining the application the Executive Director Development Services shall determine if it warrants Council’s consideration;
- Where Submissions were lodged with substantive arguments against the proposal then the Executive Director Development Services may refuse the application or refer the application to Council for determination.

Legislative or Policy Reference:

- **Planning and Development Act 2005:** s234 (*Designated persons, appointment of*)
- **Local Government Act 1995:** s5.42 (*Delegation of some powers and duties to CEO*), s9.10(*Appointment of authorised persons*) (1)

Policy Position:

- *Local Planning Scheme (LPS1)*

Reporting Requirement:

- Report to file and Council monthly.

Designated Persons:

- **Chief Executive Officer**

- **Level 1** - Development application up to prescribed amount that requires referral to the Development Assessment Panel (DAP), includes authority to refuse an application, approve non-conforming land use, permit a change in land use, and approve commercial and residential applications.
 - **Executive Director Development Services**
 - **Manager Planning Services**
 - **Coordinator Planning Services**

- **Level 2** - Development applications limited to **\$1.5 million**, approve commercial and residential applications, permit a change in land use, excludes Authority to: refuse an application; and approve non-conforming land use.
 - **Designated Senior Planning Officers**

- **Level 3** - Development applications limited to **\$1 million**, approve commercial and residential applications, permit a change in land use, excludes Authority to: refuse an application; and approve non-conforming land use.
 - **Designated Planning Officers**

- **Level 4** - Development applications limited to **\$750 thousand**, approve commercial and residential applications, permit a change in land use, excludes Authority to: refuse an application; and approve non-conforming land use.
 - **Designated Planning Officers**
 - **Designated Planning Technical Officer**

- **Level 5** - Development application limited to **\$500 thousand**, residential land use only, excludes Authority to: approve commercial land use, refuse an application; approve non-conforming land use; and permit a change in land use.
 - **Designated Planning Technical Officers**

- **Level 6** - Development application limited to **\$350 thousand**, residential land use only, excludes Authority to: approve commercial land use, refuse an application; approve non-conforming land use; and permit a change in land use.
 - **Designated Planning Technical Officers**

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:041 - WIND EROSION & SAND DRIFT

Delegated Power:

1. Serve notice on a person to prevent wind erosion or sand from escaping a property onto other private land or land that is local government property, the Local Government (Uniform Local Provisions) Regulations 1996,r.21 and Local Government Act 1995, s3.25(1)(b).
2. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) Persons being local government employees.
- (b) Each person so authorised is to be issued with a certificate stating that the person is so authorised.

Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 — Functions of local governments, Division 3 — Executive functions of local governments, s3.24 (Authorising persons under this Subdivision), s3.25 (Notices requiring certain things to be done by owner or occupier of land)(1)(b); Part 9 — Miscellaneous provisions, Division 2 — Enforcement and legal proceedings, s9.10 (Appointment of authorised persons)*
- **Local Government (Uniform Local Provisions) Regulations 1996:** *r.21 (Wind erosion and sand drifts — Sch. 9.1 cl. 12)*

Local Law:

- Sand Drift Prevention and Abatement Local Law 2009.

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Works & Services
 - Manager City Engineering (1 only)
 - Manager City Operations (1 only)
- Executive Director Development Services
 - Manager Planning Services (1 only)
 - Development Engineer (1 only)
 - Manager Building, Health & Compliance (1 only)
 - Coordinator Building Services (1 only)
 - Development Compliance Officer (1 only)
 - Coordinator Health Services (1 only)
 - Senior Environmental Health Officer(s) (1 only)
 - Environmental Health Officer(s) (1 only)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:042 - ACTIVITIES ON PUBLIC LAND

(Close Thoroughfares, Road Reserves, Footpaths, Tracks, Right-of-Way, Alternations & Additions to City Premises)

Delegated Power:

1. Stop and mitigate dangerous excavation in or near public thoroughfares (i.e. Roads, Paths, and Tracks).
2. Exercise additional powers when giving a notice under s3.25 of the Act (specifically Schedule 3.1).
3. Obstructing or encroaching on public thoroughfare; Gates and other devices across public thoroughfares; Dangerous excavation in or near public thoroughfare; Constructing private works on, over, or under public places, etc)
4. Approve Private Works On, Over Or Under Public Places Close a thoroughfare, wholly or partially (period not exceeding four weeks)
5. Closing Certain Thoroughfares to Vehicles (period exceeding 4 Weeks)
6. Partial Closure of Thoroughfare for Repairs and Maintenance (i.e. Roads, Paths, Tracks)
7. Authorise the encroachment of a public thoroughfare.
8. Obstruct a Public Thoroughfare (i.e. Roads, Paths, Tracks)
9. Provide a gate or other device across a public thoroughfare or serve a Notice to Request the owner or occupier to repair a gate or fence.
10. Serves Notices and take action for offences relating to the protection of thoroughfares from water damage (i.e. Roads, Paths, Tracks).
11. Serve notices and take action to prevent damage to footpaths.
12. Issue a licence to deposit material on street.
13. Determine materials to be used in the road reserve (grant approval for the type and standard of material to be used in structures, including footpaths and road pavements, within the road reserve).
14. Grant permission to a person to alter, obstruct, or interfere with, any watercourse, drain, tunnel, or bridge that is local government property.
15. Approve the construction of a crossing giving access from a public thoroughfare to the land, or a private thoroughfare serving the land, the Local Government (Uniform Local Provisions) Regulations 1996, Regulation 12(1).
16. Manage Rights-of-Way, including paving, drainage and placement and/or removal of obstructions.
17. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- Nil.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.25 (Notices requiring certain things to be done by owner or occupier of land), s3.26 (Additional powers when notices given), s3.50A (Partial closure of thoroughfare for repairs or maintenance), s3.50 (Closing certain thoroughfares to vehicles) - (1a) (4) (6), s3.54 (Reserves under control of a local government), Schedule 3.1 - Powers under notices
- **Local Government (Financial Management) Regulations 1996:** r.5 (CEO's duties as to financial management)
- **Local Government (Uniform Local Provisions) Regulations 1996:** r.6(Obstruction of public thoroughfare by things placed and left — Sch. 9.1 cl. 3(1)(a)), r.7(Encroaching on public thoroughfare — Sch. 9.1 cl. 3(2)); r.8(Separating land from public thoroughfare — Sch. 9.1 cl. 4), r.11(Dangerous excavation in or near public thoroughfare — Sch. 9.1 cl. 6), r.12(Crossing from public thoroughfare to private land or private thoroughfare — Sch. 9.1 cl. 7(2)), r.14(Role of Commissioner of Main Roads in some cases — Sch. 9.1 cl. 7(2)), r.17(Private works on, over, or under public places — Sch. 9.1 cl. 8), r.18(Protection of watercourses, drains, tunnels and bridges — Sch. 9.1 cl. 9), r.19 (Protection of thoroughfares from water damage — Sch. 9.1 cl. 10)

Local Laws:

- Local Government Property Local Law 2011
- Activities on Thoroughfares and Public Place and Trading Local Law 2011

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Corporate Services
- Executive Director Works & Services
 - Manager City Engineering (Exempt 2, 15 & 16)
 - Manager City Operations (Exempt 2, 15 & 16)
 - Manager City Reserves (4, 5, 6, 8, 9 & 13 only)
- Executive Director Development Services
 - Manager Ranger & Emergency Services (4 & 8 only)
 - **Manager Building, Health & Compliance (2,3,4 & 11 only)**
 - Senior Planning Officer Statutory Planning & Compliance (**Senior Compliance Officer**) (2,3,4 & 11 only)
 - Development Compliance Officer (2,3,4 & 11 only)
 - **Coordinator Building Services (2,3,4 & 11 only)**
 - Manager Planning Services (2,3,4 & 11 only)
 - **Development Engineer (2,3,4 & 11 only)**

2017:043 - APPROVE PUBLIC WORKS, STREET LIGHTING, VERGE DEVELOPMENT

Delegated Power:

1. Grant approval and impose conditions for works to be undertaken in the street by other authorities, private organisations or individuals, including the approval of applications to protect verges.
2. Serve notices on persons/ proprietors of premises who have conducted works in a street without Council's permission.
3. Upgrade Existing Street Lights and Underground Power:
 - a. Assess street lighting requests and designs, in relation to the functional road hierarchy, throughout the municipality;
 - b. Approve the installation of additional or higher rated lamps for street light upgrading if considered appropriate;
 - c. Approve the issuing of works orders to Western Power for the undergrounding or other modifications to power supplies;
 - d. Approve the upgrading of street lighting; and
 - e. Approve the consequential increased tariff, associated with approved Council projects.
4. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) **Grant approval and impose conditions (1):**
 - That the proposed works are legal and do not adversely affect the safety, functionality and aesthetics of the street or adjoining properties to an unacceptable degree.
 - The owners and occupiers of adjoining properties should be consulted as appropriate prior to approval being determined.
 - If there are objections to the proposal, it be referred to the Council for determination.
- (b) **Serve notices (2):** Chief Executive Officer to sign any Notices.
- (c) **Existing street lights and underground power (3):** That the works are associated with projects that has obtained the approval of the Council as necessary and is within the approved budget allocation.

Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 - Functions of local government, Schedule 9.1 - Certain matter for which Governor may make regulations, Clause 8 (Private works on, over, or under public places)*

Local Laws:

- Local Government Property Local Law 2011
- Activities on Thoroughfares and Public Place and Trading Local Law 2011

Policy Positions:

- Council Policy: Memorial Plaque and Seat Policy
- City Guideline: Verge Development Guidelines

Reporting Requirement: Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Works & Services
 - Manager City Engineering (1, 2 & 4 only)
 - Manager City Operations (1 & 2 only)
- Executive Director Development Services
 - **Manager Planning Services (1 only)**
 - **Development Engineer (1 only)**
 - **Manager Building, Health & Compliance (1 only)**
 - **Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer) (1 only)**
 - **Development Compliance Officer (1 only)**

2017:044 - PARKING, TRAFFIC MANAGEMENT, BUS SHELTERS & SEATS (Amendments to Parking Schemes)

Delegated Power:

1. Approve amendments to the Parking Scheme to implement and change time limits in streets and parking stations, ACROD bays and the designation of visitor and authorised vehicle parking.
2. Investigate and develop traffic management treatment proposals and Local Area Traffic Management Scheme proposals in order to identify and address traffic related issues.
3. Locate bus shelters and seats.
4. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- (a) **Traffic management treatment** (2) During the course of investigation contact to be made with the residents/residential groups, as appropriate, to:
 - identify problems and issues;
 - establish objects of traffic management and develop plans of alternative treatments;
 - evaluate alternative treatments and refine selected plan;
 - All alternative routes with regard to road construction or re-construction shall be investigated as part of the design process;
 - The selected plan with the proposed traffic treatment to then be presented to the Council for approval.
- (b) Where it is only necessary to consider remedial action, the Council's approval is not required.
- (c) **Bus shelters and seats** (3): Consultation must be conducted with local residents and Bus Operators, taking into consideration:
 - adjacent land use(s);
 - type and number of existing and likely future patrons;
 - the number of and areas served by the bus routes;
 - frequency of bus services; and
 - the above is inserted as a condition of approval.

Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 - Functions of local government, Schedule 9.1 - Certain matter for which Governor may make regulations, Clause 1 (Parking for the disabled), Clause 2 (Disturbing local government land or anything on it)*

Local Law:

- Parking and Parking Facilities Amendment Local Law 2012

Policy Position:

- City of Albany Local Parking Schemes.

Reporting Requirement:

- Report to file. *Note: The traffic management treatment plan to be presented to Council for approval.*

Designated Persons:

- Chief Executive Officer
- Executive Director Works & Services
 - Manager City Engineering
 - Senior Civil Engineering Officer - Roads (2 only)

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:045 - PUBLIC UTILITY SERVICE WORK ORDERS*(Approve Disturbance of Public Land)***Delegated Power:**

1. Interfere with soil or take anything from local government land in accordance with the *Local Government (Uniform Local Provisions) Regulations 1996* and s3.25(1)b. of the Act.
2. Approve and issue works orders to public utility service authorities for service modifications or upgrading associated approved projects.
3. Authorise persons to administer any or all of the above functions.

Condition of Delegation:

- Compliance with City Guideline: Environmental Code of Conduct Guidelines.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.25 (*Notices requiring certain things to be done by owner or occupier of land*) (1)(b), Schedule 3.1 - Powers under notices to owners or occupiers of land
- **Local Government (Uniform Local Provisions) Regulations 1996:** r.5 (*Interfering with, or taking from, local government land*) (1)

Policy Position:

- City Guideline: Environmental Code of Conduct Guidelines.

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Works & Services
 - Manager City Engineering
 - Manager City Operations
 - Manager City Reserves

2017:046 - WET WEATHER ROAD CLOSURE

Delegated Power:

1. Close Roads;
2. Define and impose conditions for road use;
3. Authorise Road Usage Requests; and
4. Authorise persons to administer any or all of the above functions.

Note: Under s3.50 of the Local Government Act 1995, the local authority is permitted to close an unsealed road to particular traffic in wet conditions. This is done to prevent unreasonable damage to roads due to excessive vehicle movements.

Condition of Delegation:

- (a) Install "Road Closed" signs where possible; and
- (b) Providing an information bulletin to affected agencies, distributed via email, local radio and by posting on the City of Albany website.
- (c) This delegations applies to:
 - (i) vehicles with a Gross Vehicle Mass of 4.5 tonne or greater;
 - (ii) vehicles which travel over road under the care and control of the City of Albany.
 - (iii) Local traffic (For example: where a resident is situated on a road which has been closed) shall be exempt from this policy regardless of the weight requirements provided that any vehicle exceeding 4.5 tonne is unloaded.
- (d) Affected agencies shall include but are not limited to:
 - (i) Heavy Haulage carriers;
 - (ii) Main Road Western Australia;
 - (iii) Neighbouring Local Authorities;
 - (iv) Department of Transport; and
 - (v) Local residents.
- (e) Conditions do not apply during flood or emergency situations where roads may be closed to all vehicles for public safety or other reasons.

Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 — Functions of local governments, Subdivision 5 — Certain provisions about thoroughfares, s3.50 (Closing certain thoroughfares to vehicles)*
- **Road Traffic Act 1974:** *Part VI — Miscellaneous, s84 (Damage to road etc. by vehicle, liability for)*

Local Law:

- City of Albany Activities on Thoroughfares and Public Places and Trading Local Law 2011

Council Policy Position:

- Council Policy: Wet Weather Road Closure

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Works & Services
 - Manager City Engineering
 - Manager City Operations
 - Manager City Reserves

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:047 - PUBLIC RESERVE MANAGEMENT*(Street Scape, Tree Planting, Pruning, Removal, Picking Flora)***Delegated Power:**

1. Provide for the management, planting, pruning and removal of street trees in order to enhance the streetscapes and not detract from the community landscape requirements.
2. Approve and refuse applications to pick flora from City of Albany vested reserves and road reserves for educational and scientific purposes in accordance with the conditions imposed by the *Local Government Act 1995, Land Administration Act 1997, Parks & Reserves Act 1895, and Wildlife Conservations Act 1950*.
3. Authorise persons to administer any or all of the above functions.

Condition of Delegation: Compliance with Council Policies and Guidelines.**Legislative or Policy Reference:**

- **Local Government Act 1995:** *Schedule 3.2 — Particular things local governments can do on land even though it is not local government property; s3.54 (Reserves under control of a local government)*
- **Land Administration Act 1997**
- **Parks & Reserves Act 1895**
- **Wildlife Conservations Act 1950**

Local Law:

- *Local Government Property Local Law*

Policy Positions:

- Council Policy: Street Trees
- City Guideline: Street Trees

Reporting Requirement:

- Report to file.

Designated Persons:

- Chief Executive Officer
- Executive Director Works & Services
 - Manager City Reserves

AGENDA ITEM CCCS028 REFERS

Local Government Act 1995

2017:048 - DISPOSAL OF PROPERTY (LAND) DELEGATION**Delegated Power:**

1. To dispose of Council property, in accordance with section 3.58 of *the Local Government Act 1995*.
2. To engage an auctioneer, real estate agent and/or settlement agent to represent the City and to negotiate the sale of the property.

Condition of Delegation:

- a. The land is deemed surplus to the City's requirements;
- b. The land is valued at less than \$50,000 based on an independent market valuation prepared within 6 months of entering into a Contract of Sale;
- c. The land is not considered to be capable of being independently developed, in accordance with relevant planning and/or building legislation, and/or would not be of significant benefit to anyone other than the transferee;
- d. The intent to sell the property has been appropriately advertised under section 3.58 of the Local Government Act 1995 and all other requirements of this part have been addressed. Should any objections to the land sale be received, an item to Council is required;
- e. The appointment of an agent to act on behalf of the City meets the City's procurement processes.

Legislative or Policy Reference:

- **Local Government Act 1995:** s3.58(2) and (3) – Disposing of property.

Reporting Requirement:

- Report to file and Council Committee.

Designated Persons:

- Chief Executive Officer

OFFICE OF CEO																																																						
Delegation/Position Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48						
Mayor*						X																																																
Chief Executive Officer	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			
PA to Mayor & Councillors													X																																									
Major Projects Team																																																						
Manager Major Projects																																																						
COMMUNITY SERVICES																																																						
EM Community Services	X	X	X	X	X					X	X							X		X																																		
Community Services Development Team																																																						
Community Engagement Manager		X	X																																																			
Communications & Event Management Team																																																						
Communications & Events Manager		X	X																																																			
Events Team Leader																																																						
Events Coordinator																																																						
Albany Public Library																																																						
Manager Library Services	X				X				X	X																																												
Vancouver Arts Centre																																																						
Vancouver Arts Centre Coordinator	X				X																																																	

Legend: X = Assigned, Blank = Not assigned

CORPORATE SERVICES																																																										
Delegation/Position Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47											
ED Corporate Services	X	X	X	X	X	X	X	X	X		X	X	X	X	X		X	X	X	X	X	X											X			X	X																					
Facilitator Strategy & Improvement																																																										
Revenue Development Officer									X																																																	
Land Administration																																																										
Senior Land Officer																																																										
Governance, Risk & Insurance Team																																																										
Manager Governance & Risk Management	X	X											X	X	X	X	X					X																																				
Councillor Liaison & Research Officer (FOI)														X	X	X						X																																				
Risk Management/Insurance Officer																																																										
IT Services Teams																																																										
Information Manager														X																																												
Human Resources Team																																																										
Manager Human Resources					X																																																					
Occupational Health & Safety Advisor																																																										
Finance & Rates Team																																																										
Manager Finance	X						X				X	X	X		X			X				X	X																																			
Senior Rates Officer & Rates Officers														X								X	X																																			
Property & Leasing Team																																																										
Senior Team Leader Property, Leasing & Customer Service	X																																																									
Property Officer(s)	X																																																									
Procurement Team																																																										
Procurement Officers																			X																																							

Legend: X = Assigned, Blank = Not assigned

DEVELOPMENT SERVICES																																																								
Delegation/Position Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47									
ED Development Services	X	X	X	X	X		X	X	X			X	X	X				X					X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X											
Planning & Engineering Services Team																																																								
Manager Planning Services	X			X			X	X																	X	X	X	X							X			X	X	X	X	X														
Coordinatory Planning Services	X			X			X																		X	X	X	X							X			X	X	X	X		X													
Senior Planning Officers																												X	X													X														
Planning Officers																												X																X												
Planning Technical Officers																																													X											
Development Engineer	X			X																					X	X		X	X								X	X			X			X	X	X										
Land Officer																																																								
Technical Officer - Planning and Engineering Support																																																								
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47									
Ranger & Emergency Services Team																																																								
Manager Ranger & Emergency Services	X			X				X	X					X												X	X		X	X	X	X	X	X	X														X							
Team Leader Ranger Services	X			X				X																		X	X		X	X	X		X	X																						
Rangers	X			X																						X			X	X	X		X	X																						
Customer Service Officers																																																								
Community Emergency Safety Manager (CESM)																														X			X																							
Chief Bush Fire Control Officer (CBFCO) & Deputy CBFCO																														X																										
Emergency Management Team Leader																																																								
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47									
Building, Health & Compliance Teams																																																								
Manager Building, Health & Compliance	X			X			X	X																X	X	X	X	X						X	X				X	X	X		X	X	X											
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47									
Environmental Health Team																																																								
Coordinator Health Services	X																								X	X	X						X	X				X	X								X									
Senior Environmental Health Officer(s)	X																										X					X	X																X							
Environmental Health Officer(s)	X																											X					X	X																X						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47									
Building Services Team																																																								
Coordinator Building Services				X																					X	X	X	X	X																					X			X			
Senior Building Surveyors																									X	X	X		X																											
Building Surveyors																									X	X	X		X																											
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47									
Compliance Team																																																								
Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer)	X			X																						X	X	X																							X	X		X	X	
Development Compliance Officers																										X	X	X	X	X																										

Legend: X = Assigned, Blank = Not assigned

WORKS & SERVICES																																																					
Delegation/Position Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47						
ED Works & Services	X	X	X	X	X		X		X			X	X						X		X						X	X																X	X	X	X	X	X	X			
Engineering & City Assets Teams																																																					
Manager City Engineering	X				X				X				X													X	X																			X	X	X	X	X	X		
Senior Civil Engineering Officer (Roads)																			X																																		
Senior Civil Engineering Officer (Drainage)																			X																																		
Operations, Waste Management Teams																																																					
Manager City Operations	X			X	X				X				X														X																					X	X	X		X	X
Coordinator Waste Management	X																																																				
Reserves Management Team																																																					
Manager City Reserves	X																				X						X	X																				X			X	X	X

Legend: X = Assigned, Blank = Not assigned

COMMERCIAL SERVICES																																																						
Delegation/Position Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47							
ED Commercial Services	X	X	X	X	X		X		X				X					X		X													X																					
Albany Heritage Park (NAC & Princess Royal Fortress)																																																						
Manager Albany Heritage Park	X				X															X																																		
Assistant Manager Albany Heritage Park	X				X																																																	
Tourism & Development Services																																																						
Manager Tourism & Development Services	X		X	X	X				X												X																																	
Albany Regional Airport																																																						
Senior Reporting Officer Albany Airport	X																																																					
Albany Visitors Centre																																																						
Team Leader Albany Visitor Centre	X				X																																																	
Day Care Centre																																																						
Manager Day Care Services	X		X		X																																																	
Recreational Services Team																																																						
Manager Recreation Services	X		X		X				X													X																																
Club Development Officers	X																					X																																
Albany Leisure & Aquatic Centre (ALAC)																																																						
Team Leader ALAC	X				X																	X																																
Administration Team Coordinator																																																						
Health & Fitness Coordinator																																																						
Aquatic Team Coordinator																																																						

Legend: X = Assigned, Blank = Not assigned

Delegation No: 2017:001														
LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS (Additional Power, Deal with Objections, Grant Time Extensions)														
Function: Issue licences, notices, approvals and permits relating to City of Albany Local Laws.														
	(a) Activities on Thoroughfares and Public Places and Trading Local Law	(b) Animals Local Law	(c) Extractive Industries Local Law	(d) Fencing Local Law	(e) Health Local Law	(f) Jetties, Bridges and Boat Pens Local Law	(g) Local Government Property Local Law	(h) Parking and Parking Facilities Local Law	(i) Prevention and Abatement of Sand Drift Local Law	(j) Signs Local Law	(k) Standing Orders Local Law	(l) The Former Perth	(m) Proposed - Waste Local Law	
OFFICE OF THE CEO														
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	
Mayor & Councillors*											X			
Chief Executive Officer	X	X	X	X	X	X	X	X	X	X	X	X	X	X
PA to Mayor & Councillors														
Major Project Team														
Manager Major Projects														
COMMUNITY SERVICES														
EM Community Services	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Community Services Development Team														
Community Engagement Manager														
Communications & Event Management Team														
Communications & Events Manager	X						X							
Events Team Leader, Events Coordinator & Events Officers	X						X							
Albany Public Library														
Manager Library Services	X						X							
Vancouver Arts Centre														
Vancouver Arts Centre Coordinator	X						X							

Legend: X = Assigned, Blank = Not assigned

	(a) Activities on Thoroughfares and Public Places and Trading Local Law	(b) Animals Local Law	(c) Extractive Industries Local Law	(d) Fencing Local Law	(e) Health Local Law	(f) Jetties, Bridges and Boat Pens Local Law	(g) Local Government Property Local Law	(h) Parking and Parking Facilities Local Law	(i) Prevention and Abatement of Sand Drift Local Law	(j) Signs Local Law	(k) Standing Orders Local Law	(l) The Former Perth	(m) Proposed - Waste Local Law
CORPORATE SERVICES													
ED Corporate Services	X	X	X	X	X	X	X	X	X	X	X	X	X
Facilitator Strategy & Improvement Revenue Development Officer													
Land Administration													
Senior Land Officer													
Governance, Risk & Insurance Team													
Manager Governance & Risk Management	X	X	X	X	X	X	X	X	X	X	X	X	X
Councillor Liaison & Research Officer (Principal FOI Officer)													
Risk Management/Insurance Officer													
IT Services Team													
Information Manager													
Human Resources Team													
Manager Human Resources													
Occupational Health & Safety Advisor													
Finance & Rates Team													
Manager Finance	X					X	X						
Senior Rates Officer & Rates Officers													
Property & Leasing Team													
Team Leader Property & Leasing	X					X	X						
Property Officer	X					X	X						
Procurement Team													
Procurement Officers													

Legend: X = Assigned, Blank = Not assigned

	(a) Activities on Thoroughfares and Public Places and Trading Local Law	(b) Animals Local Law	(c) Extractive Industries Local Law	(d) Fencing Local Law	(e) Health Local Law	(f) Jetties, Bridges and Boat Pens Local Law	(g) Local Government Property Local Law	(h) Parking and Parking Facilities Local Law	(i) Prevention and Abatement of Sand Drift Local Law	(j) Signs Local Law	(k) Standing Orders Local Law	(l) The Former Perth	(m) Proposed - Waste Local Law
DEVELOPMENT SERVICES													
ED Development Services	X	X	X	X	X	X	X	X	X	X	X	X	X
Planning & Engineering Services Team													
Manager Planning Services	X		X	X			X			X			
Coordinator Planning Services			X	X			X			X			
Senior Planning Officers			X	X			X			X			
Planning Officers			X	X			X			X			
Planning Technical Officers													
Development Engineer	X		X	X			X		X	X			
Land Officers													
Technical Officer - Planning and Engineering Support													
Ranger & Emergency Services Team													
Manager Ranger & Emergency Services	X	X				X	X	X		X			
Team Leader Ranger Services	X	X				X	X	X		X			
Rangers	X	X				X	X	X		X			
Customer Service Officers													
Community Emergency Safety Manager (CESM)													
Chief Bush Fire Control Officer (CBFCO) & Deputy CBFCO													
Emergency Management Team Leader													
Building, Health & Compliance Team													
Manager Building, Health and Compliance	X	X	X	X	X		X		X	X			
Environmental Health Team													
Coordinator Health Services	X	X	X		X				X				
Senior Environmental Health Officer(s)	X	X	X		X				X				
Environmental Health Officer(s)	X	X	X		X				X				
Building Services Team													
Coordinator Building Services	X		X	X			X		X	X			
Senior Building Surveyors	X		X	X			X		X	X			
Building Surveyors	X		X	X			X		X	X			
Compliance Team													
Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer)	X		X	X			X		X	X			
Development Compliance Officers	X		X	X			X		X	X			

Legend: X = Assigned, Blank = Not assigned

	(a) Activities on Thoroughfares and Public Places and Trading Local Law	(b) Animals Local Law	(c) Extractive Industries Local Law	(d) Fencing Local Law	(e) Health Local Law	(f) Jetties, Bridges and Boat Pens Local Law	(g) Local Government Property Local Law	(h) Parking and Parking Facilities Local Law	(i) Prevention and Abatement of Sand Drift Local Law	(j) Signs Local Law	(k) Standing Orders Local Law	(l) The Former Perth	(m) Proposed - Waste Local Law
WORKS & SERVICES													
ED Works & Services	X	X	X	X	X	X	X	X	X	X	X	X	X
Engineering & City Assets Teams													
Manager City Engineering	X			X		X	X	X	X	X			
Senior Civil Engineering Officers (Roads) (Drainage)	X			X		X	X	X	X	X			
Operations, Waste Management Teams													
Manager City Operations	X			X		X	X	X	X	X			X
Coordinator Waste Management							X						X
Reserves Management Teams													
Manager City Reserves							X			X			

Legend: X = Assigned, Blank = Not assigned

	(a) Activities on Thoroughfares and Public Places and Trading Local Law	(b) Animals Local Law	(c) Extractive Industries Local Law	(d) Fencing Local Law	(e) Health Local Law	(f) Jetties, Bridges and Boat Pens Local Law	(g) Local Government Property Local Law	(h) Parking and Parking Facilities Local Law	(i) Prevention and Abatement of Sand Drift Local Law	(j) Signs Local Law	(k) Standing Orders Local Law	(l) The Former Perth	(m) Proposed - Waste Local Law
COMMERCIAL SERVICES													
ED Commercial Services	X	X	X	X	X	X	X	X	X	X	X	X	X
Albany Heritage Park (NAC & Princess Royal Fortress)													
Manager Albany Heritage Park	X						X	X					
Assistant Manager Albany Heritage Park	X						X	X					
Tourism & Development Services													
Manager Tourism & Development Services	X					X	X					X	
Albany Regional Airport													
Senior Reporting Officer Albany Airport	X						X						
Albany Visitors Centre													
Team Leader Albany Visitor Centre							X						
Day Care Centre													
Manager Day Care Services							X						
Recreational Services Team													
Manager Recreation Services	X						X						
Club Development Officers	X						X						
Recreational Services and ALAC Teams													
Team Leader Albany ALAC	X						X						
Administration Team Coordinator	X						X						
Health & Fitness Coordinator	X						X						
Aquatic Team Coordinator	X						X						

Legend: X = Assigned, Blank = Not assigned

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Commercial Services	Executive Director Commercial Services Manager Tourism & Development Services	2017:001 - LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS	Council Policy: Temporary/Short Term Extended Trading Hours Adoption Ref: OCM July 2016 Resolution ED036. Reviewed by document owner 30/08/2016. Review Position and Date: Chief Executive Officer to review every two years.	30/08/2016
Commercial Services Community Services	Executive Director Commercial Services Executive Manager Community Services	2017:009 - GRANT FUNDING, DONATIONS, SPONSORSHIP	Council Policy: Community Funding Adoption Ref: OCM 27/10/2015 Resolution CS025. Amendment Ref: Resolution CSF238. Review Position and Date: This policy and procedure is to be reviewed by Council on or before 30 June 2019.	06/05/2016
Commercial Services Recreation Services Team	Executive Director Commercial Services	2017:009 - GRANT FUNDING, DONATIONS, SPONSORSHIP	Council Policy: Community Sports & Recreation Facilities Small Grant Funding Adoption Ref: OCM 25/08/2015 Resolution CS022. Review Position and Date: Responsibility and Policy Custodian Review Position and Date <ul style="list-style-type: none"> • Oversight and delivery of activity generated by this Policy is within the Community Services Directorate. • This policy and procedure is to be reviewed by the Executive Director of Community Services on or before June 2016. • This policy will form part of the future Sport and Recreation Futures Plan suite of documents (2015 – 2030). 	01/09/2015
Community Services	Executive Manager Community Services Senior Community Development Officer	2017:001 - LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS 2017:026 - ACTIVITIES ON PRIVATE AND PUBLIC LAND	Council Policy: Graffiti Management Adoption Ref: OCM 22/11/2016 Resolution CSF281 Reviewed by document owner 18/01/2017 Function: Applicable to staff who administer the control of graffiti and guides public on the process of reporting and treatment. Review Position and Date: This policy must be reviewed every two years by the document owner.	18/01/2017

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Community Services	Executive Manager Community Services	2017:004 - POWER TO REMOVE, IMPOUND & DISPOSE PROPERTY	<p>Council Policy: Artwork Collection Adoption Ref: OCM 15/05/2007 Resolution 12.8.2 Reviewed under delegation: 28/11/2016</p> <p>Function: Applies to employee’s delegated authority to administer the City’s artwork collection.</p> <p>Review Position and Date: This policy and procedure was adopted on 15/05/2007 and is to be reviewed every two years by the document owner (Executive Manager Community Services).</p>	28/11/2016
Community Services	Executive Manager Community Services	2017:004 - POWER TO REMOVE, IMPOUND & DISPOSE PROPERTY	<p>Council Policy: Art in the Public Domain (2016) Adoption Ref: OCM 27/09/2016 Resolution CS030.</p> <p>Function: Applies to employee’s delegated authority to administer the City’s artwork collection.</p> <p>This policy complements the current Public Art policy position, adopted by Council on the 19 April 2011, Resolution 1.1, being:</p> <p>“Private developments involving commercial, non-residential and or mixed residential/commercial developments over the value of \$1,500,000 are required to allocate 1% of the estimated total project cost for the development of public artwork which reflect or enhance local cultural identity.”</p> <p>Review Position and Date: This policy and procedure was adopted on 27/09/2016 and is to be reviewed by Council every three years.</p>	03/10/2016
Community Services	Chief Executive Officer Executive Manager Community Services	2017:003 - PUBLIC RELATIONS, MEDIA RELEASES & MAKE COMMENT TO MEDIA 2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT	<p>Council Policy: Community Engagement Adoption Ref: OCM 24/03/2015 Resolution CSF151.</p> <p>Function: Applicable to staff who require to engage with the community.</p> <p>Review Position and Date: This policy is to be reviewed by the document owner annually.</p>	28/04/2015

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
<p>Corporate Services Finance Team</p>	<p>Executive Director Corporate Services Manager Finance</p>	<p>Nil</p>	<p>Council Policy: Asset Impairment Policy Adoption Ref: OCM 18/06/2013 Report Item 1.1. Reviewed by document owner 24/02/2014.</p> <p>Function: Applicable to staff who administer the assessment of asset impairment.</p> <p>Review Position and Date: Chief Executive Officer to review on or before 30/6/2016.</p>	<p>24/02/2014</p>
<p>Corporate Services Finance Team</p>	<p>Executive Director Corporate Services</p>	<p>2017:011 - POWER TO INVEST</p>	<p>Council Policy: Cash Investment Backing for Reserve Accounts Policy Adoption Ref: OCM 19/02/2013 Resolution 1.1 Reviewed under delegation: 19/02/2013</p> <p>Function: Applicable to staff who administer the Reserve Accounts.</p> <p>Review Position and Date: Chief Executive Officer to review on or before 30/6/2011.</p>	<p>19/02/2013</p>
<p>Corporate Services</p>	<p>Executive Director Corporate Services Manager Governance & Risk</p>	<p>2017:002 - CORPORATE DOCUMENTS & BRANDING</p>	<p>Council Policy: Corporate Documents Adoption Ref: 16/05/2006 Report Item 14.1.2. Reviewed by document owner 28/11/2014.</p> <p>Function: Applicable to staff who administer Corporate Documents.</p> <p>Review Position and Date: Chief Executive Officer to review annually.</p>	<p>28/11/2014</p>
<p>Corporate Services</p>	<p>Chief Executive Officer Manager Governance & Risk (Council)</p>	<p>2017:002 - CORPORATE DOCUMENTS & BRANDING</p>	<p>Council Policy: Governance & Meeting Framework Adoption Ref: OCM 22/11/2016 Resolution CSF280. Reviewed by document owner 18/01/2017.</p> <p>Function: Applicable to committee members and staff who administer council committees</p> <p>Review Position and Date: Chief Executive Officer to review with Council prior to an ordinary council election.</p>	<p>18/01/2017</p>

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
<p>Corporate Services Finance Team</p>	<p>Council</p>	<p>2017:011 - POWER TO INVEST</p>	<p>Council Policy: Investment of Surplus Funds Adoption Ref: OCM 19/02/2013 Resolution 1.1 Reviewed under delegation: 19/02/2013</p> <p>Delegated Authority: That, under section 6.10 of the Local Government Act 1995, and as prescribed in regulation 19 of the Local Government (Financial Management) Regulations 1996, the CEO be delegated to administer the Investment of Surplus Funds Policy.</p> <p>Review Position and Date: Chief Executive Officer to review on or before 30/6/2012.</p>	<p>19/02/2013</p>
<p>Corporate Services Governance & Risk Team</p>	<p>Executive Director Corporate Services Manager Governance & Risk</p>	<p>2017:008 - LEGAL PROCEEDINGS 2017:039 - DEVELOPMENT CONTROL, COMPLIANCE, LEGAL ACTION</p>	<p>Council Policy: Legal Representation for Elected Members, Employees and Volunteers Adoption Ref: OCM 24/09/2013 Resolution CSF013. Delegation reviewed: OCM 28/06/2016 Resolution CSF248.</p> <p>Reviewed by document owner 15/11/2016.</p> <p>Function: Applicable to staff who administer legal representation and guides elected members, employees and volunteers on the process.</p> <p>Review Position and Date: This policy is to be reviewed by the document owner annually.</p>	<p>15/11/2016</p>
<p>Corporate Services Finance Team</p>	<p>Executive Director Corporate Services Manager Finance</p>	<p>Nil</p>	<p>Council Policy: Long Term Borrowing Policy Adoption Ref: OCM 16/04/2013 Report Item 1.1. Reviewed by document owner 28/08/2014.</p> <p>Function: Applicable to staff who administer Long Term Borrowing on behalf of Council.</p> <p>Review Position and Date: Chief Executive Officer to review on or before 30 June 2016.</p>	<p>28/08/2014</p>
<p>Corporate Services Finance Team</p>	<p>Executive Director Corporate Services Manager Governance & Risk (Council)</p>	<p>2017:013 - PAYMENT OF MUNICIPAL FUNDS</p>	<p>Council Policy: Mayoral Vehicle Adoption Ref: OCM 26/11/2013 Resolution CSF040 Reviewed by document owner 26/11/2013.</p> <p>Function: Applicable to staff who administer the City's vehicle fleet management.</p> <p>Review Position and Date: This policy will be reviewed after each ordinary election of Council.</p>	<p>26/11/2013</p>

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Corporate Services Finance Team	Executive Director Corporate Services Manager Governance & Risk (Council)	2017:013 - PAYMENT OF MUNICIPAL FUNDS	Council Policy: Payments to employees above contract or award Adoption Ref: OCM 23/06/2015. Resolution CSF174. Reviewed by document owner 23/06/2015. Review Position and Date: This policy must be reviewed every two years after a general Local Government election, or earlier if Council considers it necessary.	23/06/2015
Corporate Services Property & Leasing Team	Executive Director Corporate Services Team Leader Property and Leasing	2017:019 - PROPERTY MANAGEMENT, LEASES AND LICENCES	Council Policy: Property Management (Leases and Licences) Adoption Ref: OCM 14/07/2015 Resolution CSF181. Reviewed by document owner 14/07/2015. Review Position and Date: This policy is to be reviewed by the document owner on or before May 2018.	14/07/2015
Corporate Services Governance & Risk Team	Chief Executive Officer	Nil	Council Policy: Proposed Amendments by Elected Members to Recommendations for Council Meetings Adoption Ref: OCM 25/03/2014 Resolution CSF065 Reviewed under delegation: 07/07/2016 Function: The Chief Executive Officer (CEO) to determine any financial impacts and /or associated risks as a result of the alternate motion. Review Position and Date: Chief Executive Officer to review on or before 30 June 2017.	25/03/2014
Corporate Services Finance & Rates Teams	Executive Director Corporate Services	2017:022 - RATES & RECOVER DEBT, WRITE OFF RATE DEBT, EXEMPTIONS	Council Policy – Rating Subsidy: Sporting and Community Organisations Adoption Ref: OCM 22/11/2016 Resolution CSF282 Function: Subject to a qualifying criteria, a full subsidy of annual rates may be applied. Review Position and Date: This policy will apply for rates levied from 1 July 2016 onwards. This policy must be reviewed every two years after a general Local Government election, or earlier if Council considers it necessary.	22/11/2016

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Corporate Services Governance & Risk Team	Chief Executive Officer Manager Governance & Risk	2017:008 - LEGAL PROCEEDINGS	Council Policy: Response to Appeals to the State Administrative Tribunal (SAT) Adoption Ref: OCM 24/06/2014 Resolution CSF092. Reviewed by document owner 27/06/2014. Review Position and Date: This policy and procedure is to be reviewed bi-annually by the document owner.	27/06/2014
Corporate Services Office of the CEO Team	Council	2017:013 - PAYMENT OF MUNICIPAL FUNDS 2017:016 – GIFT & TRAVEL CONTRIBUTIONS, PRIMARY & ANNUAL RETURNS	Council Policy: Travel and Representation Policy Adoption Ref: OCM 26/07/2016 Resolution CSF253 Delegated Authority: The Executive Director Corporate Services is responsible for implementing this Policy. The Mayor shall have the authority to assess special, medical or extenuating circumstances and approve business travel. Such requests must be in writing and supported by appropriate evidence. Review Position and Date: This policy and procedure is to be reviewed by the document owner annually.	26/07/2016
Corporate Services	Executive Director Corporate Services	2017:006 - SIGN DOCUMENTS ON BEHALF OF THE CITY OF ALBANY	Council Policy: Use of the Common Seal Adoption Ref: OCM 15/03/2011 Resolution 4.6 Reviewed under delegation: 30/10/2015 Function: Applies to employee’s who administer the application of the Common Seal and the Execution (Signing) of documents on the City of Albany. Review Position and Date: Chief Executive Officer to review annually.	15/03/2011
Corporate Services HR Team	Executive Director Corporate Services Manager Human Resources	2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT	Council Policy: Grievance Management Policy & Procedure Adoption Ref: OCM 19/06/2012 Report Item 1.1.1. Reviewed by document owner 3/12/2014. Review Position and Date: This policy was adopted on 19 June 2012. This policy must be reviewed annually by the Chief Executive Officer.	3/12/2014
Corporate Services Governance & Risk Team	Chief Executive Officer	2017:003 - PUBLIC RELATIONS, MEDIA RELEASES & MAKE COMMENT TO MEDIA	Council Policy: Elected Member Communications Policy & Procedure Adoption Ref: OCM 11/10/2011 Resolution 1.6 Reviewed under delegation: 09/12/2016 Review Position and Date: This policy and procedure must be reviewed every two years by the Chief Executive Officer.	9/12/2016

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Corporate Services Procurement Team	Executive Director Corporate Services	2017:018 - CHOICE OF TENDER, AWARD CONTRACT	<p>Council Policy: Buy Local Policy (Regional Price Preference) Adoption Ref: OCM 28/06/2016 Resolution CSF247</p> <p>Function: Applicable to staff delegated purchasing authority.</p> <p>Review Position and Date: Executive Director Corporate Services to review annually.</p>	28/06/2016
Corporate Services Human Resources Team	Council	2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT	<p>Council Policy: CEO Performance Review Process Adoption Ref: OCM 22/04/2014 Resolution CSF077 Reviewed by Council:</p> <ul style="list-style-type: none"> • Review Ref: OCM 24/06/2014 Resolution CSF096, • Review Ref: OCM 23/02/2016 Resolution PR00, • Review Ref: OCM 23/08/2016 Resolution PR002 <p>Function: Applicable to Council Committee and Council who review CEO's employment contract.</p> <p>Review Position and Date: To be reviewed annually by Council.</p>	23/08/2016
Corporate Services Governance & Risk Team Human Resources Team	Executive Director Corporate Services	2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT	<p>Council Policy: Code of Conduct (Council Members, Committee Members, Staff and Volunteers) Adoption Ref: OCM 27/09/2016 Resolution CSF270.</p> <p>Function: Applicable to all Councillors, Committee Members, Staff and Volunteers.</p> <p>Review Position and Date: This policy will be reviewed after each ordinary election of Council.</p>	28/09/2016
Corporate Services Governance & Risk Team	Chief Executive Officer Manager Governance & Risk	2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT	<p>Council Policy: Handling of Complaints By or Against Elected Members Policy & Procedure Adoption Ref: OCM 28/04/2017 Resolution CCCS012 Reviewed by document owner 28/03/2017.</p> <p>Review Position and Date: This policy must be reviewed every two years after a general Local Government election, or earlier if Council considers it necessary.</p>	28/03/2017

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
<p>Corporate Services Governance & Risk Team</p>	<p>Executive Director Corporate Services Manager Governance & Risk</p>	<p>2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT</p>	<p>Council Policy: Handling of Complaints By or Against the Chief Executive Officer Policy Adoption Ref: OCM 28/04/2017 Resolution CCCS012 Reviewed by document owner 28/03/2017. Review Position and Date: This policy and procedure must be reviewed every two years by Council.</p>	<p>28/03/2017</p>
<p>Corporate Services Finance Team</p>	<p>Council</p>	<p>2017:009 - GRANT FUNDING, DONATIONS, SPONSORSHIP</p>	<p>Council Policy: Land Fill Subsidy Scheme Adoption Ref: OCM 20/07/2004 Report 2.2.1. Review Ref: OCM 28/06/2018 Resolution CSF248 (Annual Review of Delegations) Delegated Authority: Authority is delegated to the Chief Executive Officer to determine eligibility of organisations to qualify for the Waste Services Subsidy. Review Position and Date: This policy was adopted on 20 July 2004. This policy is to be reviewed by Council annually as part of the annual review of delegations.</p>	<p>05/09/2016</p>
<p>Corporate Services Procurement Team</p>	<p>Council</p>	<p>2017:018 - CHOICE OF TENDER, AWARD CONTRACT 2017:013- PAYMENTS FROM MUNICIPAL FUND</p>	<p>Council Policy: Purchasing Policy (Tenders & Quotes) Adoption Ref: OCM 28/06/2016 Resolution CSF246. Delegated Authority: The Chief Executive Officer has delegated authority from Council to undertake purchases of goods and services up to the value of \$500,000, and \$1,000,000 where the supply of products or services is procured through the Western Australia Local Government Association (WALGA), State or Commonwealth Governments or any of its agencies that provide preferred supplier contracts or agreements. Review Position and Date: Executive Director Corporate Services to review annually.</p>	<p>28/06/2016</p>

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
<p>Corporate Services</p> <p>Governance & Risk Team</p>	<p>Council</p>	<p>2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT</p>	<p>Council Policy: Risk & Opportunity Management Adoption Ref: OCM 28/06/2016 Resolution AR021</p> <p>Delegated Authority: Chief Executive Officer & Delegated Officers</p> <p>The Chief Executive Officer and delegated officers are accountable for the implementation and maintenance of risk management policies and processes across the organisation. They are ultimately responsible for ensuring that strategic risks are regularly reviewed.</p> <p>All staff, including volunteers are responsible for applying risk management practices in their area of work and ensuring that all staff are aware of all types of risks associated with City of Albany operations and escalating where necessary.</p> <p>Under delegation from the Chief Executive Officer:</p> <ul style="list-style-type: none"> a. Each member of the Executive Management Team (EMT) is accountable for implementing the risk management practices in their area of responsibility. This includes ensuring that risks are identified, managed, reviewed and updated regularly. b. Managers, Team Leaders, staff and volunteers are responsible for the implementation of risk management practices within their particular areas of responsibility. They are responsible for reviewing and updating their allocated risks. c. The Manager Governance & Risk Management is responsible for overseeing the development, facilitation and implementation of a risk management culture, framework and strategy, including training and awareness across the organisation. 	<p>28/06/2016</p>
<p>Office of CEO</p>	<p>Chief Executive Officer</p>	<p>2017:003 - PUBLIC RELATIONS, MEDIA RELEASES & MAKE COMMENT TO MEDIA</p>	<p>Council Policy: Civic Affiliations Adoption Ref: OCM 28/10/2014 Resolution ED017</p> <p>Function: Applicable to staff who administer Mayor and Council civic duties.</p> <p>Review Position and Date: Chief Executive Officer to review bi-annually.</p>	<p>28/10/2014</p>

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
<p>Planning Services</p> <p>Ranger & Emergency Services Team</p>	<p>Executive Director Planning Services</p> <p>Executive Director Corporate Services</p>	<p>2017:032 - EMERGENCY MANAGEMENT</p>	<p>Council Management Plan: Local Recovery Plan Adoption Ref: OCM 16/04/2016 Resolution LEMC008. Review Ref: OCM 23/08/2016 Resolution PR002</p> <p>Function: Applicable to LEMC Committee, Council and appointed LEMC Coordinator (Executive Director Corporate Services) and Community Emergency Safety Manager (CESM).</p> <p>Review Position and Date: To be reviewed annually by LEMC Committee and Council.</p>	<p>23/08/2016</p>
<p>Planning Services</p> <p>Ranger & Emergency Services Team</p>	<p>Executive Director Planning Services</p> <p>Manager Rangers & Emergency Services</p>	<p>2017:032 - EMERGENCY MANAGEMENT</p>	<p>Council Policy: Radio Communication Allocation to Brigade Members Policy Adoption Ref: OCM 23/06/2015. Resolution BFAC001. Reviewed by document owner 26/06/2015.</p> <p>Review Position and Date:</p> <p>This policy and procedure is to be reviewed by the document owner bi-annually.</p>	<p>26/06/2015</p>
<p>Planning Services</p> <p>Environmental Health Team</p>	<p>Executive Director Planning Services</p> <p>Manager Environmental Health</p>	<p>2017:001 - LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS</p> <p>2017:042 - ACTIVITIES ON PUBLIC LAND</p>	<p>Council Policy: Trading in Public Places Adoption Ref: OCM 15/09/2009 Report Item 13.5.1. Reviewed by document owner 28/04/2014.</p> <p>Review Position and Date: Executive Director Development Services to review on or before 30/6/2014.</p>	<p>28/04/2014</p>

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Planning Services	Executive Director Planning Services	2017:040 - PLANNING & DEVELOPMENT ACT 2005	<p>Council Policy: Local Planning Scheme No 1 Policy Manual (A to C) Adoption Ref: OCM 27/05/2014, Resolution PD032. Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> • Agriculture Protection and Subdivision • Albany Historic Town Design Policy • Albany Town Centre • Ancillary Accommodation • Barker Road Industrial Area • Barry Court • Bed and Breakfast Accommodation • Big Grove Outline Development Plan • Building Facades in Industrial Zones • Catalina - Outline Development Plan • Centennial Park Redevelopment Area • Conceptual District Structure Plan • Consulting Rooms, Public Worship & Child Care Centres 	27/05/2014
Planning Services	Executive Director Planning Services	2017:040 - PLANNING & DEVELOPMENT ACT 2005	<p>Council Policy: Local Planning Scheme No 1 Policy Manual (D to H) Adoption Ref: OCM 27/05/2014, Resolution PD032. Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> • Detailed Area Plans • Development in Flood Prone Areas • Domestic Wind Turbines • Down Road Timber Processing Precinct • Emu Point and Big Grove Village Centres • Extractive Industries and Mining • Frenchman Bay Road Residential Development Area • Frenchman Bay Tourist Development Site • Heritage Protection • Holiday Accommodation 	27/05/2014

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Planning Services	Executive Director Planning Services	2017:040 - PLANNING & DEVELOPMENT ACT 2005	<p>Council Policy: Local Planning Scheme No 1 Policy Manual (L to O) Adoption Ref: OCM 27/05/2014, Resolution PD032. Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> • Lake Seppings Drive/Loftie & Wright Street • Little Grove Structure Plan • Lot 100 Grey Street East • Masonic Hall Design Guidelines • McKail Structure Plan • Melville Drive View Corridor • Modification to Subdivision Guide Plans • Non-Habitable Structures • Outline Development Plan - Morgan Place 	27/05/2014
Planning Services	Executive Director Planning Services	2017:040 - PLANNING & DEVELOPMENT ACT 2005	<p>Council Policy: Local Planning Scheme No 1 Policy Manual (P to S) Adoption Ref: OCM 27/05/2014, Resolution PD032. Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> • Pines Estate Setbacks • Public Art • Public Parkland • Reflective Roofs-Goode Beach • Relocated Dwellings • Residential Building Policy (Review OCM 23/09/2014 PD005) • Residential Development on Steep Sites • Significant Tourist Accommodation Sites • Sloping Land • South Lockyer Structure Plan • Structure Plan for McKail Structure Plan (Boundary St, Le Grande Ave, Flemington St) 	27/05/2014

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Planning Services	Executive Director Planning Services	2017:040 - PLANNING & DEVELOPMENT ACT 2005	<p>Council Policy: Local Planning Scheme No 1 Policy Manual (T to W) Adoption Ref: OCM 27/05/2014, Resolution PD032. Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> • Temporary Accommodation • The Outlook Estate Bayonet Head • Thomas Street Design Guidelines • Variations to the Residential Design Codes • Woodrise Estate Design Guidelines • Woolstores Redevelopment Site • Workers Accommodation (Seasonal) 	27/05/2014
Planning Services	Executive Director Planning Services	2017:040 - PLANNING & DEVELOPMENT ACT 2005	<p>Council Policy: Station Precinct Policy Guidelines (ASP14) Adoption Ref: UNKNOWN</p> <p>Review position and date: UNKNOWN</p>	30/06/2009
Works & Services City Engineering Team	Executive Director Works & Services Executive Directors Planning Services	2017:044 - PARKING, TRAFFIC MANAGEMENT, BUS SHELTERS & SEATS	<p>Council Policy: CBD Parking Scheme Adoption Ref: OCM 27/08/2013 Resolution WS004 Reviewed under delegation: 21/05/2014</p> <p>Function: Applicable to staff who administer the Parking Scheme.</p> <p>Review Position and Date: Executive Director Works & Services to review annually.</p>	21/05/2014

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Works & Services	Executive Director Works & Services	Nil	<p>Council Policy: Environmental Adoption Ref: OCM 17/08/2010Report Item 3.7. Reviewed by document owner 15/08/2014.</p> <p>Delegated Authority:</p> <ul style="list-style-type: none"> • Responsibility and Reporting: <p>Council: is responsible for approving (including amendments to) the following documents:</p> <ol style="list-style-type: none"> a. Environmental Policy; b. Environmental Strategy, and c. Climate Change Plans. <ul style="list-style-type: none"> • Council is also responsible for ensuring (upon recommendation of the CEO) that resources are allocated to achieve the objectives of the above documents. • Chief Executive Officer (CEO): is responsible for ensuring that systems are in place to ensure that Council’s Environmental (CC) Policy, CC Environmental, CC Plans are prepared and kept up to date, reviewed at least annually and that recommendations are put to Council (at least annually) in relation to appropriate resource allocation to fulfil the objectives of the above documents. The CEO reports to Council on all matters relating to Climate Change. • Executive Director Management Team (EDMT): is responsible for monitoring the implementation of the Environmental Strategy across the organisation. The EDMT will ensure that strategies are put in place to remove barriers to the successful implementation of Climate Change mitigation and adaptation initiatives. • Executive Director Works and Services: is responsible for providing the administration and technical support for implement policy and strategy. <p>Review Position and Date: Executive Director Works & Services to review annually.</p>	15/08/2014

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Works & Services	Executive Director Works & Services Manager City Reserves	Nil	<p>Council Policy: Environmental Impact Assessments Adoption Ref: OCM 29/10/2013 Report Item WS007. Reviewed by document owner 28/11/2014.</p> <p>Function: Applicable to staff who administer Environmental Impact Assessments.</p> <p>Review Position and Date: This policy is to be reviewed bi-annually by the Chief Executive Officer.</p>	10/12/2014
Works & Services City Reserves Team	Executive Director Works & Services Manager City Reserves	2017:043 - APPROVE PUBLIC WORKS, STREET LIGHTING, VERGE DEVELOPMENT	<p>Council Policy: Memorial Plaque and Seat Policy Adoption Ref: OCM 15/09/2009 Report Item 14.12.2. Reviewed by document owner 12/02/2014.</p> <p>Function: Applicable to staff who administer public submissions for memorial plaques and seats.</p> <p>Review Position and Date: Executive Director Works & Services to review on or before 30/6/2014.</p>	12/02/2014
Works & Services City Reserves Team	Executive Director Works & Services Manager City Reserves	2017:047 - PUBLIC RESERVE MANAGEMENT	<p>Council Policy: Street Tree Management Adoption Ref: OCM 17/12/2013. Resolution WS023. Reviewed by document owner 02/7/2014.</p> <p>Review Position and Date: Executive Director Works & Services to review bi-annually.</p>	02/07/2014
Works & Services	Council	2017:020 - PROPERTY MANAGEMENT 2017:026 - ACTIVITIES ON PRIVATE AND PUBLIC LAND 2017:046 - WET WEATHER ROAD CLOSURE	<p>Council Policy: Public Works, Service & Tourist Sign Policy Adoption Ref: OCM 14/12/2010 Resolution 4.3.29 Reviewed under delegation: 08/05/2014.</p> <p>Delegated Authority: The CEO is delegated the authority to approve signs within Council's reserves. Amount must be allocated in Council's annual budget.</p> <p>Review Position and Date: Executive Director Works & Services to review on or before 30/6/2016</p>	14/12/2010

Delegations Register – Council Policy Positions

Directorates / Teams	Document Owner	Associated Delegation(s)	Policy Position(s) / Function or Delegation	Last Reviewed
Works & Services	Executive Director Works & Services Senior Project Administrator/Scheduler	2017:046 - WET WEATHER ROAD CLOSURE	<p>Council Policy: Wet Weather Road Closure Adoption Ref: OCM 24/06/2014 Resolution WS043. Reviewed under delegation: 24/06/2014.</p> <p>Review Position and Date: This policy and procedure is to be reviewed bi-annually by the document owner.</p>	24/06/2014

City of Albany Policies:

City Policies

These policies are developed for administrative and operational requirements.

Council Policies

These policies set governing principles and guide the direction of the organisation to align with co

Extract from City of Albany website: 02 May 2017

Council Policy: Amendments by Elected Members to Recommendations for Council Meetings

Council Policy: Art in the Public Domain (2016)

Council Policy: Artwork Collection Policy

Council Policy: Asset Impairment Policy

Council Policy: Asset Management Policy

Council Policy: Buy Local Policy (Regional Price Preference)

Council Policy: Cash Investment Backing for Reserve Accounts Policy

Council Policy: Central Business District Parking Scheme

Council Policy: CEO Performance Review Process

Council Policy: City of Albany Local Recovery Plan

Council Policy: Civic Affiliations Policy

Council Policy: Code of Conduct (Council Members, Committee Members, Staff and Volunteers)

Council Policy: Community Engagement

Council Policy: Community Funding

Council Policy: Community Sports & Recreation Facilities Small Grant Funding

Council Policy: Corporate: Mayoral Vehicle

Council Policy: Document Policy For Corporate Documents

Council Policy: Elected Member Communications Policy and Procedures

Council Policy: Enterprise Risk Management

Council Policy: Environmental Impact Assessment Policy

City of Albany Policies:

Council Policy: Environmental Policy

Council Policy: Governance and Meeting Framework Policy

Council Policy: Graffiti Management Policy

Council Policy: Grievance Management Policy & Procedure

Council Policy: Handling of Complaints By or Against Elected Members Policy and Procedure

Council Policy: Handling of Complaints By or Against the Chief Executive Officer Policy

Council Policy: Investment of Surplus Funds Policy

Council Policy: Landfill Subsidy Scheme

Council Policy: Leases and Licences

Council Policy: Legal Representation for Elected Members, Employees and Volunteers

Council Policy: Long Term Borrowing Policy

Council Policy: Memorial Plaque and Seat Policy

Council Policy: Public Works, Service and Tourist Signs Policy

Council Policy: Purchasing Policy (Tenders and Quotes)

Council Policy: Radio Communication Allocation to Brigade Members Policy

Council Policy: Rating subsidy - sporting and community organisations

Council Policy: Response to Appeals to the State Administrative Tribunal (SAT)

Council Policy: Statement of understanding and commitment

Council Policy: Temporary/Short Term Extended Trading Hours

Council Policy: Trading in Public Places Policy

Council Policy: Travel and Representation Policy

Council Policy: Use of Common Seal Policy

Council Policy: Wet Weather Road Closure