



ATTACHMENTS

Community and Corporate Services Committee

11 August 2020

6.00pm

Council Chamber

COMMUNITY & CORPORATE SERVICES COMMITTEE
ATTACHMENTS – 11/08/2020

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CITY OF ALBANY
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 30 JUNE 2020

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

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**CITY OF ALBANY
 COMPILATION REPORT
 FOR THE PERIOD ENDED 30 JUNE 2020**

Report Purpose

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

Overview

The financial information included within this report is preliminary, and has not yet been audited. Figures are subject to change pending the year end audit.

The closing surplus (preliminary, not yet audited) of \$5,250,943 is used to fund carried forward projects in the 2020/21 Budget.

The projected surplus carried forward (forecast in May-20, included in the 2020/21 budget), was \$4,057,162 (includes \$220,928 budgeted surplus in FY19/20).

Under the 2020/21 budget, Note 15: Projects carried forward - allocates this as follows:

Total Carried forward - 2020/21 Budget	\$17,589,602
Funded by:	
Municipal (Opening Surplus)	\$3,836,234
Grant	\$8,951,698
Reserves	\$4,699,600
Restricted	\$102,070

Statement of Financial Activity by reporting nature or type

Shows a Closing Funding Position for the period ended 30 June 2020 of \$5,250,943.

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

Preparation

Prepared by: S. Van Nierop
Acting Manager Finance

Reviewed by: D. Olde
Executive Director Corporate & Commercial Services

Date prepared: 31-Jul-2020

CITY OF ALBANY
STATEMENT OF FINANCIAL REPORT ITEM CCS274 REFERS TO
BY NATURE OR TYPE
FOR THE PERIOD ENDED 30 JUNE 2020

	Ref Note	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
Operating Revenues								
Rate Revenue		38,407,518	38,407,518	38,407,518	38,436,218	28,700	0%	
Grants & Subsidies		3,997,522	4,468,824	4,468,824	6,043,400	1,574,576	35%	▲
Contributions, Donations & Reimbursements		906,154	1,126,205	1,126,205	1,201,185	74,980	7%	
Profit on Asset Disposal		47,585	47,585	47,585	45,103	(2,482)	(5%)	
Fees and Charges		18,087,025	18,087,025	18,087,025	16,842,478	(1,244,547)	(7%)	▼
Interest Earnings		1,211,522	1,093,522	1,093,522	1,054,440	(39,082)	(4%)	
Other Revenue		215,760	215,760	215,760	179,827	(35,933)	(17%)	
		62,873,086	63,446,439	63,446,439	63,802,651			
Operating Expenses								
Employee Costs		(27,785,523)	(27,730,313)	(27,730,313)	(26,726,453)	1,003,860	4%	▼
Materials and Contracts		(20,059,722)	(20,492,287)	(20,492,287)	(17,324,153)	3,168,134	15%	▼
Utilities Charges		(1,953,402)	(1,776,402)	(1,776,402)	(1,728,294)	48,109	3%	
Depreciation (Non-Current Assets)		(15,794,228)	(16,753,334)	(16,753,334)	(16,424,892)	328,442	2%	▼
Interest Expenses		(754,635)	(775,384)	(775,384)	(748,234)	27,150	4%	
Insurance Expenses		(705,304)	(705,304)	(705,304)	(656,392)	48,912	7%	
Loss on Asset Disposal		(477,660)	(477,660)	(477,660)	(207,977)	269,683	56%	▼
Other Expenditure		(2,802,661)	(2,779,804)	(2,779,804)	(2,366,549)	413,255	15%	▼
Less: Allocated to Infrastructure		945,470	945,470	945,470	1,359,084	413,614	(44%)	▼
		(69,387,665)	(70,545,019)	(70,545,019)	(64,823,860)			
Contributions for the Development of Assets								
Grants & Subsidies		15,587,598	14,954,885	14,954,885	7,445,527	(7,509,358)	(50%)	▼
Contributions, Donations & Reimbursements		1,051,114	1,031,614	1,031,614	207,140	(824,474)	80%	▼
		16,638,712	15,986,499	15,986,499	7,652,667			
Net Operating Result								
		10,124,133	8,887,920	8,887,920	6,631,458			
Funding Balance Adjustment								
Add Back: Depreciation		15,794,228	16,753,334	16,753,334	16,424,892	(328,442)	(2%)	▼
Adjust (Profit)/Loss on Asset Disposal		430,075	430,075	430,075	162,874	(267,201)	(62%)	▼
Adjust (Profit)/Loss on Value of Investments		-	-	-	(3,746)	(3,746)	-	
Movement From Non-Current to Current		-	-	-	(422,466)	(422,466)	-	▼
		26,348,436	26,071,329	26,071,329	22,793,012			
Funds Demanded From Operations								
		26,348,436	26,071,329	26,071,329	22,793,012			
Capital Revenues								
Proceeds from Disposal of Assets		858,500	863,500	863,500	625,228	(238,272)	(28%)	▼
		858,500	863,500	863,500	625,228			
Acquisition of Fixed Assets								
Land and Buildings	5	(7,802,780)	(7,715,916)	(7,715,916)	(3,179,895)	4,536,021	59%	▼
Furniture, Plant and Equipment	5	(5,233,802)	(5,382,612)	(5,382,612)	(3,839,139)	1,543,473	29%	▼
Infrastructure Assets - Roads	5	(6,844,557)	(6,440,786)	(6,440,786)	(5,715,459)	725,327	11%	▼
Infrastructure Assets - Coastal Enhancement	5	(7,964,114)	(7,900,627)	(7,900,627)	(2,214,643)	5,685,984	72%	▼
Infrastructure Assets - Other	5	(9,611,778)	(9,285,930)	(9,285,930)	(4,852,436)	4,433,494	48%	▼
		(37,457,031)	(36,725,871)	(36,725,871)	(19,801,572)			
Financing/Borrowing								
Debt Redemption		(2,551,149)	(2,551,149)	(2,551,149)	(2,570,907)	(19,758)	(1%)	
Self-Supporting Loan Principal		12,899	12,899	12,899	12,899	0	(0%)	
		(2,538,250)	(2,538,250)	(2,538,250)	(2,558,008)			
Demand for Resources								
		(12,788,345)	(12,329,292)	(12,329,292)	1,058,661			
Restricted Funding Movements								
Opening Position		(1,764,749)	(2,401,283)	(2,401,283)	(2,456,556)	(55,273)	2%	
Restricted Cash Utilised - Loan		1,595,589	1,576,694	1,576,694	1,576,694	0	0%	
Transfer to Reserves		(13,921,383)	(14,236,375)	(14,236,375)	(15,944,616)	(1,708,241)	100%	▼
Transfer from Reserves		26,878,888	27,390,256	27,390,256	21,016,760	(6,373,496)	100%	▼
		12,788,345	12,329,292	12,329,292	4,192,282			
Closing Funding Surplus/(Deficit)								
		-	-	-	5,250,943			

Interim Accounts. Pending Audit

CITY OF ALBANY
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 JUNE 2020

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

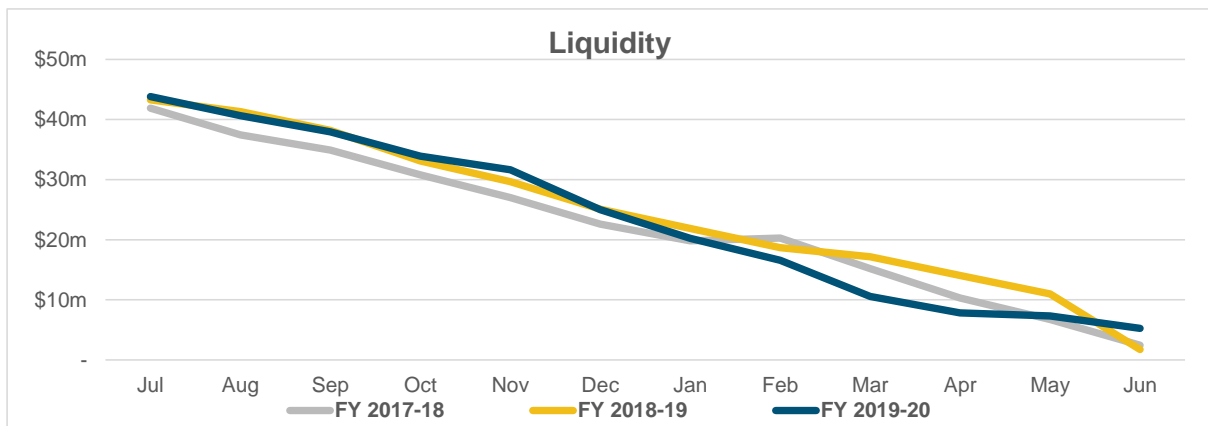
	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Operating Revenues					
Rate Revenue	28,700	0%			No material variance.
Grants & Subsidies	1,574,576	35%	▲	Permanent	Government of WA Financial Assistance Grant 2020/21 of \$2.3m received in May 2020. Not budgeted to be received in prior year. Offset by grant income treated as a Contract Liability (cash received, however obligations of contract not met in its entirety)
Contributions, Donations & Reimbursements	74,980	7%			No material variance.
Profit on Asset Disposal	(2,482)	(5%)			No material variance.
Fees and Charges	(1,244,547)	(7%)	▼	Permanent	Decline primarily from ALAC, AHP, the Airport and the Day care, due to COVID-19 preventative measures
Interest Earnings	(39,082)	(4%)			No material variance.
Other Revenue	(35,933)	(17%)			No material variance.
Operating Expenses					
Employee Costs	1,003,860	4%	▼	Permanent	Underspend primarily Salaries & Wages (\$-836k variance), and Training & Education (\$-244k variance). Reduction in casual workforce and early commencement of reduced hours contributing to underspend of salaries & wages. Offset by overspend of Workers Compensation insurance premiums (\$145k variance), and Workers Compensation Wages (\$196k variance, offset by Reimbursement Income of \$195k variance). Labour Hire (reported under Materials & Contracts) is over budget by \$653k, which offsets the underspend in Employment Costs (\$1.003m). Therefore Employment Expenses including Labour Hire is \$350k under budget. Taking into account the reimbursement of workers compensation wages, Employment Expenses (inc labour hire, excl workers comp wages) are \$547k under budget.
Materials and Contracts	3,168,134	15%	▼	Permanent	Majority of underspend relates to Professional Services (\$1.57m variance, large variance accounts include Strategic Planning, Land Tenure expenditure, IT department costs, and economic development projects) Materials & Consumables are under FY budget by \$904k, majority of which is Trade Rectification Maintenance, and Bakers Junction Landfill. Contract Works are under FY budget by \$783k, with major underspend variances relating to the Better Bins Kerbside Collection Program and Bulk Hard waste Collection. Labour Hire is over FY budget by \$653k, and discussed above in association with Employment Costs
Utilities Charges	48,109	3%			No material variance.
Depreciation (Non-Current Assets)	328,442	2%	▼	Permanent	Depreciation less than FY budget primarily for plant and equipment, can be attributed to timing of additions and disposals, as well as some assets reaching their residual value.
Interest Expenses	27,150	4%			No material variance.
Insurance Expenses	48,912	7%			No material variance.
Loss on Asset Disposal	269,683	56%	▼	Permanent	Timing of Heavy Plant replacement program.
Other Expenditure	413,255	15%	▼	Permanent	Underspend relates primarily to AHP volunteer costs, Council Operating Costs, Waste Container Deposit Scheme costs, and various events that have not proceeded.
Less: Allocated to Infrastructure	413,614	(44%)	▼	Permanent	Greater use of internal staff on the capital works program than budgeted
Contributions for the Development of Assets					
Grants & Subsidies	(7,509,358)	(50%)	▼	Permanent	Grants not yet received and/or treated as a contract liability. Includes Middleton beach Coastal Enhancement, Centennial Park, and Heritage Buildings Upgrades
Contributions, Donations & Reimbursements	(824,474)	80%	▼	Permanent	Relates to works contributions, subdivision contributions and non-cash asset contributions
Funding Balance Adjustment					
Add Back: Depreciation	(328,442)	(2%)	▼	Permanent	Depreciation less than FY budget primarily for plant and equipment, can be attributed to timing of additions and disposals.
Adjust (Profit)/Loss on Asset Disposal	(267,201)	(62%)	▼	Permanent	Timing of Heavy Plant replacement program.
Adjust (Profit)/Loss on Value of Investments	(3,746)	-			No material variance.
Movement From Non-Current to Current	(422,466)		▼	Permanent	Movements between current and non-current accounts not budgeted for (e.g. leave provisions, deferred rates, developer contributions)
Capital Revenues					
Proceeds from Disposal of Assets	(238,272)	(28%)	▼	Permanent	Timing of Heavy Plant and Passenger Vehicle replacement program.
Acquisition of Fixed Assets					
Land and Buildings	4,536,021	59%	▼	Permanent	Large variances to budget include Waste Facility Project Plan, Town Hall renewal, Fitout at the library, and National Anzac Centre refresh
Furniture, Plant and Equipment	1,543,473	29%	▼	Permanent	Timing of plant replacement program. Primarily Heavy Plant replacement program (\$342k variance), Passenger vehicle replacements (\$406k variance) as well as Fire Truck purchases (2x \$200k budget).
Infrastructure Assets - Roads	725,327	11%	▼	Permanent	Timing of completion of numerous road jobs, including Millbrook Rd and Stirling Tce/Spencer St Intersection
Infrastructure Assets - Coastal Enhancement	5,685,984	72%	▼	Permanent	Middleton Beach Public Realm Enhancements, carried forward
Infrastructure Assets - Other	4,433,494	48%	▼	Permanent	Primarily Centennial Park Sporting Precinct: \$2.1m variance (Youth Precinct, Public Realm Enhancements). Also includes subdivision assets and various drainage, reserves and other infrastructure projects
Financing/Borrowing					
Debt Redemption	(19,758)	(1%)			No material variance.
Loan Drawn Down	-	-			No material variance.
Principal Portion of Lease Liabilities	-	-			No material variance.
Self-Supporting Loan Principal	0	(0%)			No material variance.
Restricted Funding Movements					
Opening Position	(55,273)	2%			No material variance.
Restricted Cash Utilised - Loan	0	0%			No material variance.
Transfer to Reserves	(1,708,241)	100%	▼	Permanent	Preliminary reserve transfers - final amounts subject to possible further end of year adjustments.
Transfer from Reserves	(6,373,496)	100%	▼	Permanent	Preliminary reserve transfers - final amounts subject to possible further end of year adjustments.

Interim Accounts. Pending Audit

**CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2020**

**NOTE 2
NET CURRENT FUNDING POSITION**

	Ref Note	FOR THE PERIOD ENDED 30 JUNE 2020	FOR THE PERIOD ENDED 31 MAY 2020	FOR THE PERIOD ENDED 30 JUNE 2019
		\$	\$	\$
Current Assets				
Cash Unrestricted		10,380,597	14,491,062	7,458,533
Cash Restricted		30,441,111	30,392,710	33,471,558
Receivable - Rates and Rubbish	4	1,624,258	2,179,828	1,240,591
Receivables - Other		848,063	1,128,091	1,793,805
Investments - LG Unit Trust Shares		-	-	227,722
Accrued Income		402,766	90,308	800,248
Prepaid Expenses		480,943	134,746	431,555
Investment Land		158,000	158,000	158,000
Community Group Loan		13,307	-	12,899
Stock on Hand		1,446,911	1,522,828	1,327,387
		46,445,293	50,097,574	46,922,299
Less: Current Liabilities				
Payables		(3,856,959)	(1,282,800)	(2,490,685)
Borrowings		(2,522,894)	(1,031,187)	(2,570,907)
Prepaid Rates		(1,119,712)	(998,417)	-
Contract Liabilities		(1,548,315)	(4,001,689)	-
Lease Liabilities		(170,923)	(14,016)	-
Accrued Expenses		(230,741)	(1,512)	(581,533)
Income in advance		(508,924)	(582,595)	(363,039)
Provisions		(6,058,683)	(5,684,875)	(6,168,044)
Retentions		(135,542)	(130,301)	(158,036)
		(16,152,693)	(13,727,392)	(12,332,243)
Add Back: Borrowings		2,522,894	1,031,187	2,570,907
Add Back: Unutilised Loan		-	-	(1,576,694)
(Less): Cash Backed Reserves		(27,393,244)	(29,932,833)	(33,463,805)
(Less): Loans Receivable (Current)		(13,307)	-	(12,899)
(Less): Investment land		(158,000)	(158,000)	(158,000)
(Less): Investments - LG Unit Trust Shares		-	-	(227,722)
		(25,041,657)	(29,059,646)	(32,868,214)
Net Current Funding Position		5,250,943	7,310,535	1,721,841



COMMENTS:

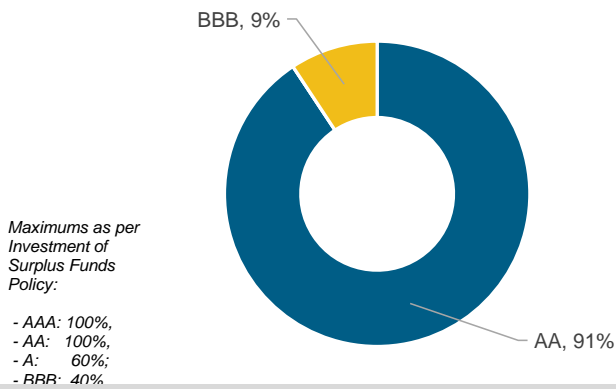
Interim Accounts. Pending Audit

**CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2020**

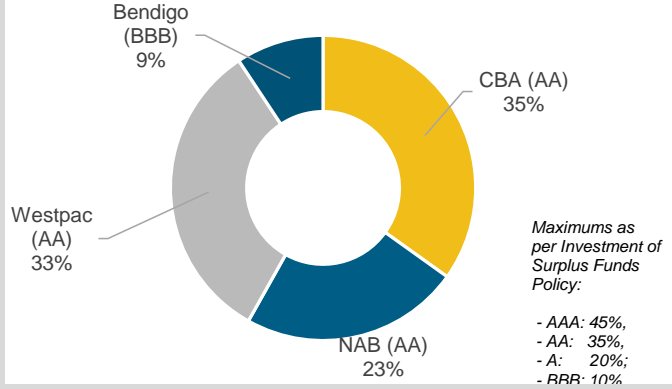
**NOTE 3
CASH INVESTMENTS**

Investment Type	Institution	S&P Rating	Interest Rate	Deposit Date	Maturity	Investment Term Category	Amount Invested (\$)	Expected Interest (\$)
General Municipal							0	0
Restricted	CBA	AA	0.71%	06-Apr-20	05-Jul-20	0 to 3 months	2,000,000	3,501
Restricted	Westpac	AA	1.58%	19-Jan-20	20-Jul-20	6 to 12 months	3,000,000	23,765
Restricted	Westpac	AA	1.53%	28-Jan-20	29-Jul-20	6 to 12 months	4,000,000	30,684
Restricted	CBA	AA	0.68%	18-May-20	14-Nov-20	3 to 6 months	2,000,000	6,707
Restricted	NAB	AA	1.00%	18-May-20	16-Nov-20	3 to 6 months	2,000,000	9,973
Restricted	CBA	AA	0.70%	28-May-20	24-Nov-20	3 to 6 months	3,500,000	12,082
Restricted	Bendigo	BBB	0.60%	16-Jun-20	14-Sep-20	0 to 3 months	2,000,000	2,959
Restricted	NAB	AA	0.92%	16-Jun-20	14-Dec-20	3 to 6 months	3,000,000	13,687
							21,500,000	103,357
							21,500,000	103,357

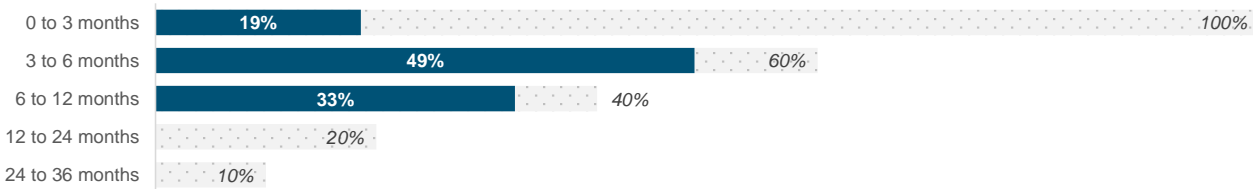
Portfolio Credit Framework



Counterparty Credit Limits



Term to Maturity Framework



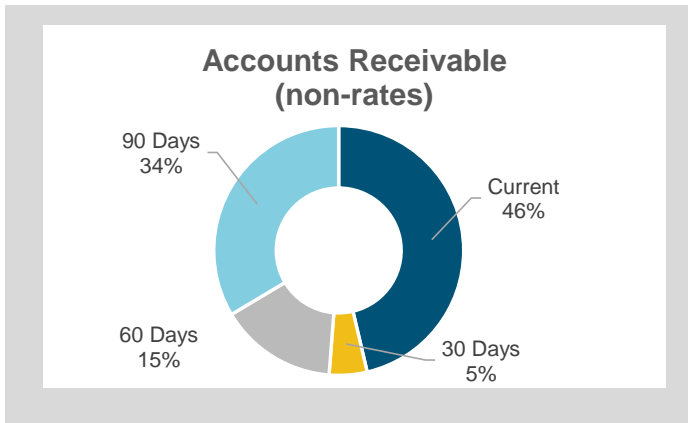
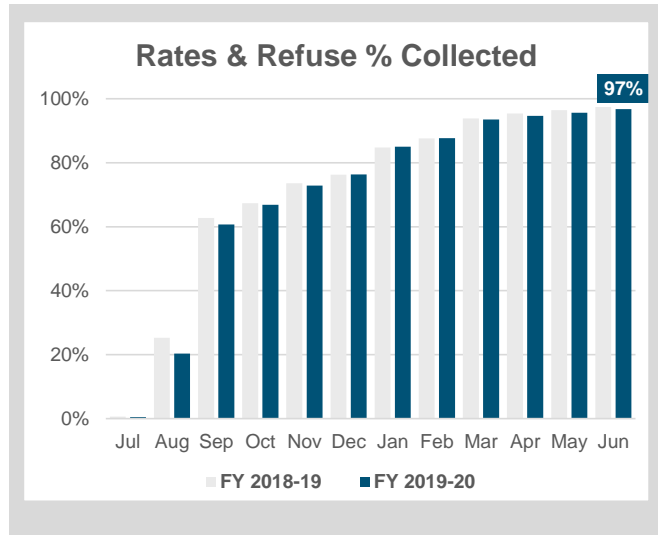
COMMENTS:

Interim Accounts. Pending Audit

**CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2020**

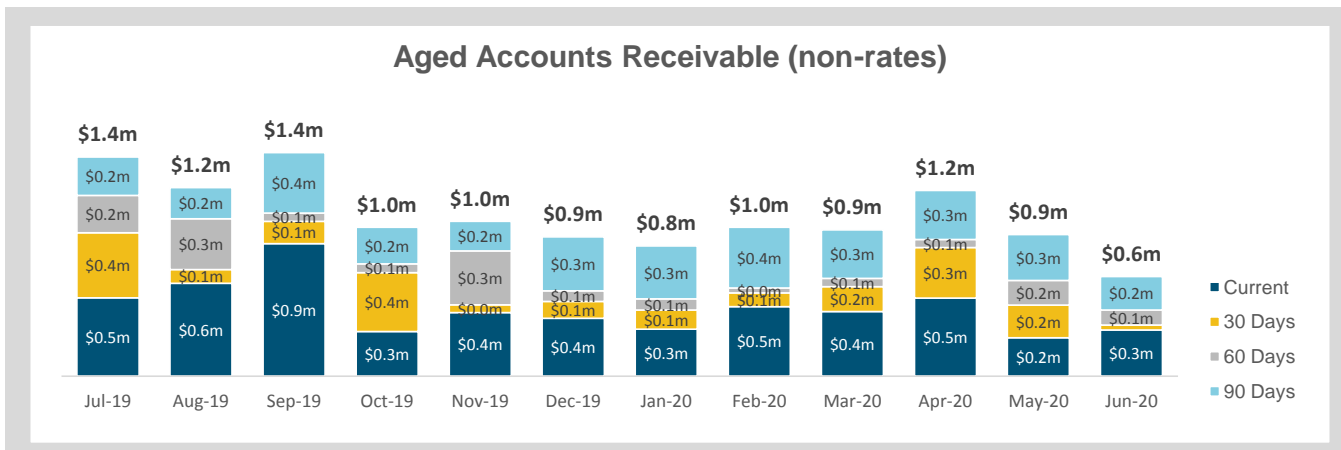
**NOTE 4
RECEIVABLES**

<u>Rates & Refuse % Collected</u>	<u>\$</u>
Opening Arrears Previous Years	1,226,291
Rates Levied	38,436,218
Refuse Levied	6,440,625
ESL Levied	3,489,915
Other Charges Levied	516,345
Amount Levied	50,109,393
(Less): Collections (Prior Years)	(861,392)
(Less): Collections (Current Year)	(47,623,743)
Amount Collected	(48,485,135)
Total Rates & Charges Collectable	1,624,258
<i>% Collected</i>	<i>96.76%</i>



<u>Accounts Receivable (non-rates)</u>	<u>\$</u>	<u>%</u>
Current	299,106	46%
30 Days	31,625	5%
60 Days	98,135	15%
90 Days	216,636	34%
	645,502	100%

Amounts shown above include GST (where applicable)



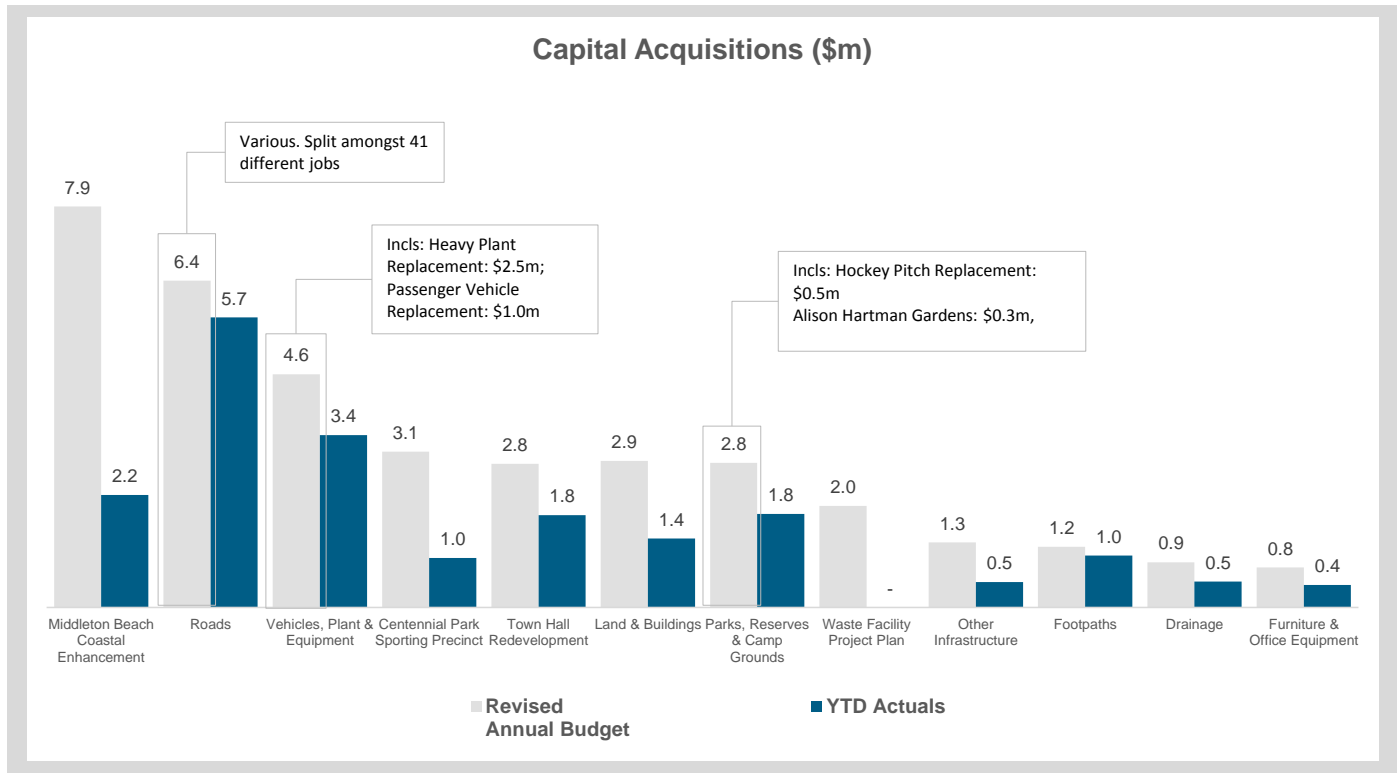
Leasing: COVID Rent Concession

Total rent relief, under City of Albany COVID-19 Rent Concession (CCS237, SCM021) is \$163,675.00 (inc GST) for the period 1 April 2020 to 30 June 2020 (as at 30 June 2020).

**CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2020**

**NOTE 5
CAPITAL ACQUISITIONS**

Capital Acquisitions	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	\$	%	
Middleton Beach Coastal Enhancement	7,964,114	7,900,627	7,900,627	2,214,643	(5,685,984)	(72%)	▼
Roads	6,844,557	6,440,786	6,440,786	5,715,459	(725,327)	(11%)	▼
Vehicles, Plant & Equipment	4,546,502	4,595,312	4,595,312	3,398,275	(1,197,037)	(26%)	▼
Centennial Park Sporting Precinct	3,006,100	3,068,035	3,068,035	974,058	(2,093,977)	(68%)	▼
Town Hall Redevelopment	2,947,331	2,828,436	2,828,436	1,819,039	(1,009,397)	(36%)	▼
Land & Buildings	2,855,449	2,887,480	2,887,480	1,360,855	(1,526,625)	(53%)	▼
Parks, Reserves & Camp Grounds	2,958,591	2,848,967	2,848,967	1,841,303	(1,007,664)	(35%)	▼
Waste Facility Project Plan	2,000,000	2,000,000	2,000,000	0	(2,000,000)	(100%)	▼
Other Infrastructure	1,622,521	1,283,262	1,283,262	499,708	(783,554)	(61%)	▼
Footpaths	1,165,066	1,196,166	1,196,166	1,024,898	(171,268)	(14%)	▼
Drainage	859,500	889,500	889,500	512,469	(377,031)	(42%)	▼
Furniture & Office Equipment	687,300	787,300	787,300	440,864	(346,436)	(44%)	▼
Total Capital Acquisitions	37,457,031	36,725,871	36,725,871	19,801,572	(16,924,299)	(46%)	▼



COMMENTS:

Interim Accounts. Pending Audit

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 29 JUNE 2020**

CREDIT CARD TRANSACTIONS

DATE	PAYEE	DESCRIPTION	AMOUNT
29/05/2020	Regional Express	Flights - Workforce Planning	\$ 195.60
29/05/2020	WPMU	Monthly Website Licence Key Fee	\$ 74.41
29/05/2020	Commonwealth Bank	International Transaction Fee	\$ 1.86
1/06/2020	Atrium Resort Hotel	Accommodation - Spydus Library Management System Delivery	\$ 302.00
4/06/2020	Rezdy	Monthly Fees and Charges - Online Booking System - Anzac Centre	\$ 273.90
5/06/2020	Mailchimp	Monthly Subscription Charges - Media	\$ 276.78
5/06/2020	Garrison	Lunch Meeting - NACAG Chair and Tour of NAC	\$ 237.51
6/06/2020	Regional Express	Flights Refund - Recovery Training	-\$ 277.18
6/06/2020	Dropbox	Monthly Subscription - Incident Management Team	\$ 210.00
7/06/2020	Facebook	Facebook Campaigns	\$ 186.53
8/06/2020	Soundtrack Your Brand	Subscription - Music Service - ALAC Gym	\$ 36.06
8/06/2020	Commonwealth Bank	International Transaction Fee	\$ 0.90
9/06/2020	Emu Point Café	Meeting Expense - Amazing South Coast	\$ 78.60
9/06/2020	The Institution of Engineers	Staff Membership Renewal	\$ 683.00
9/06/2020	The Institution of Engineers	Staff Membership Renewal	\$ 290.00
11/06/2020	Swifttype.com	Monthly Search Engine Fees for Website	\$ 366.18
11/06/2020	Commonwealth Bank	International Transaction Fee	\$ 9.15
11/06/2020	Paypal *In My Blood	Screening Licence - NAIDOC Week Movie	\$ 500.00
13/06/2020	Skymesh, Queensland	Internet Charges - Cape Riche	\$ 49.95
14/06/2020	Google Ads	Advertising - #albanyinthistogether	\$ 125.83
16/06/2020	Later.com Starter	Monthly - Social Media Scheduling Software	\$ 42.79
16/06/2020	Commonwealth Bank	International Transaction Fee	\$ 1.07
17/06/2020	Position Partners, Perth	Material Supply - Truck Scales	\$ 605.00
17/06/2020	EZI*NFP Templates	Governance Training Package - Capacity Building	\$ 660.00
18/06/2020	DMIRS	Annual Licence Fee - Chemicals at ALAC	\$ 223.00
18/06/2020	Expedia	Accommodation - Airport Officers Staff Training	\$ 1,610.00
18/06/2020	Albany Toyworld	Serving Dishes for Civic Room Kitchen	\$ 435.38
22/06/2020	Clarks Newsagency	Cards - Order of Australia and Retirement of Rob Stewart	\$ 15.00
23/06/2020	Westnet	Domain Renewal - albanyvfbf.com.au	\$ 89.49
23/06/2020	Lansweeper	Additional Assets for Auditing and Helpdesk Software	\$ 5,471.25
23/06/2020	Commonwealth Bank	International Transaction Fee	\$ 136.78
24/06/2020	Envoyer	Monthly Website Change Fees	\$ 14.57
24/06/2020	Commonwealth Bank	International Transaction Fee	\$ 0.36
24/06/2020	Zoom Aust	Video Conferencing Facility	\$ 160.95
24/06/2020	Expedia	Accommodation - Workers Compensation	\$ 489.35
24/06/2020	Western Power	Isolation Application - Town Hall	\$ 497.92
25/06/2020	Regional Express	Flight Refund - WA Museum Visit - P Smith	-\$ 272.79
			\$ 13,801.20

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 JULY 2020**

PAYROLL TRANSACTIONS

DATE	DESCRIPTION	AMOUNT
18/06/2020	Salaries	\$ 565,129.95
19/06/2020	Salaries	\$ 795.41
19/06/2020	Superannuation	\$ 99,071.46
30/06/2020	Salaries	\$ 567,873.93
1/07/2020	Superannuation	\$ 98,772.03
	TOTAL	\$ 1,331,642.78

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 JULY 2020**

CHEQUE TRANSACTIONS

CHEQUE	DATE	NAME	DESCRIPTION	AMOUNT
32601	25/06/2020	DEPARTMENT OF TRANSPORT	Amazing South Coast Number Plates	\$ 200.00
32602	25/06/2020	DEPARTMENT OF TRANSPORT	Fleet Vehicle Registrations for 2020/2021	\$ 51,461.90
32598	18/06/2020	DEPARTMENT OF TRANSPORT - MARINE SAFETY	Jetty Renewal	\$ 41.40
32599	18/06/2020	PIVOTEL SATELLITE PTY LIMITED	Pivotel Services	\$ 248.00
32600	18/06/2020	TELSTRA CORPORATION LIMITED	Telephone Charges	\$ 1,797.85
32603	25/06/2020	WATER CORPORATION	Raise Sewer Lid - Wellington Road Reserve	\$ 2,090.30
32604	02/07/2020	SUSAN LYNETTE SMITH	Crossover Subsidy	\$ 176.22
32605	02/07/2020	DEPARTMENT OF TRANSPORT	Amazing South Coast Number Plates	\$ 200.00
32606	02/07/2020	PIVOTEL SATELLITE PTY LIMITED	Spot Phone Charges	\$ 248.00
32607	10/07/2020	DEPARTMENT OF TRANSPORT	Amazing South Coast Number Plates	\$ 200.00
32608	10/07/2020	PIVOTEL SATELLITE PTY LIMITED	Satellite Phone Charges	\$ 666.00
32609	10/07/2020	WATER CORPORATION	Water Charges	\$ 4,120.09
				\$ 61,449.76

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 JULY 2020**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143933	10/07/2020	1800 SANITIZE PTY LTD	Sanitizer Dispensers	\$ 2,417.80
EFT143847	10/07/2020	35 DEGREES SOUTH	Survey Services - C19016	\$ 5,390.00
EFT143447	18/06/2020	4 STEEL SUPPLIES	Steel Supplies	\$ 355.30
EFT143671	02/07/2020	56 SOUTH PTY LTD	Replace Asbestos Telstra Pit - Albany Highway Pathway	\$ 5,445.00
EFT143658	02/07/2020	AAA PRESSURE CLEANING	Hot Pressure Clean - Lake Seppings	\$ 180.00
EFT143489	25/06/2020	ABA SECURITY	Security Services	\$ 187.00
EFT143351	18/06/2020	ABBEY'S EARTHMOVING SERVICES	Remove Hotmix - Aberdeen Street Bike Path	\$ 1,800.00
EFT143490	25/06/2020	ABBEY'S EARTHMOVING SERVICES	Remove Hotmix - Aberdeen Street Bike Path	\$ 1,325.50
EFT143492	25/06/2020	ACO PTY LTD	Drainage Repairs	\$ 1,130.80
EFT143352	18/06/2020	ACORN TREES AND STUMPS	Vegetation/Weed Control - C19014	\$ 880.00
EFT143491	25/06/2020	ACORN TREES AND STUMPS	Vegetation/Weed Control - C19014	\$ 6,110.50
EFT143798	10/07/2020	ACORN TREES AND STUMPS	Vegetation/Weed Control - C19014	\$ 7,397.50
EFT143353	18/06/2020	AD CONTRACTORS PTY LTD	Equipment Hire - C19007	\$ 13,472.25
EFT143493	25/06/2020	AD CONTRACTORS PTY LTD	Equipment Hire - C19007	\$ 23,803.55
EFT143659	02/07/2020	AD CONTRACTORS PTY LTD	Riverside Road Reconstruction - P20007	\$ 61,003.29
EFT143799	10/07/2020	AD CONTRACTORS PTY LTD	Equipment Hire - C19007	\$ 36,342.54
EFT143375	18/06/2020	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 1,043.50
EFT143515	25/06/2020	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 13,250.16
EFT143682	02/07/2020	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 6,105.20
EFT143821	10/07/2020	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 5,212.67
EFT143354	18/06/2020	ADVERTISER PRINT	Business Cards	\$ 65.00
EFT143660	02/07/2020	ADVERTISER PRINT	Exhibition Flyers and Great Walks Reprint	\$ 3,748.00
EFT143800	10/07/2020	ADVERTISER PRINT	Covid-19 Printing Flyers	\$ 440.00
EFT143801	10/07/2020	AECAA PTY LTD	Premium Variable Message Signs with Speed Radars - Q19065	\$ 53,900.00
EFT143661	02/07/2020	AERODROME MANAGEMENT SERVICES PTY LTD	Staff Training - ARO Course	\$ 4,950.00
EFT143662	02/07/2020	AEROHIRE PTY LTD	Refund	\$ 52.20
EFT143742	02/07/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Vehicle Parts - Indicator Lights	\$ 212.42
EFT143876	10/07/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Vehicle Parts - Lamp and Hose	\$ 215.68
EFT143889	10/07/2020	AKELINA LEMBO	Active Albany Classes	\$ 320.00
EFT143398	18/06/2020	AL CURNOW HYDRAULICS	Heavy Plant Repairs and Maintenance	\$ 1,203.99
EFT143705	02/07/2020	AL CURNOW HYDRAULICS	Vehicle Parts and Maintenance - Pressure Cleaning Hose	\$ 213.40
EFT143845	10/07/2020	AL CURNOW HYDRAULICS	Heavy Plant Repairs and Maintenance	\$ 414.69
EFT143478	18/06/2020	ALBANY & GREAT SOUTHERN WEEKENDER	Amazing South Coast Planner	\$ 19,051.00
EFT143641	25/06/2020	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$ 940.50
EFT143962	10/07/2020	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$ 1,364.55
EFT143361	18/06/2020	ALBANY AGRICULTURAL SOCIETY INCORPORATED	Livestock Pavilion Storage	\$ 110.00
EFT143500	25/06/2020	ALBANY AGRICULTURAL SOCIETY INCORPORATED	Livestock Pavilion Storage	\$ 110.00
EFT143666	02/07/2020	ALBANY AGRICULTURAL SOCIETY INCORPORATED	Livestock Pavilion Storage	\$ 110.00
EFT143805	10/07/2020	ALBANY AGRICULTURAL SOCIETY INCORPORATED	Livestock Pavilion Storage	\$ 110.00
EFT143411	18/06/2020	ALBANY ASPHALT SERVICES	Asphalt Services - C18010	\$ 5,400.00
EFT143727	02/07/2020	ALBANY ASPHALT SERVICES	Asphalt Services - C18010	\$ 103,266.00
EFT143867	10/07/2020	ALBANY ASPHALT SERVICES	Seal and Prep Work - C15007	\$ 14,380.00

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 JULY 2020**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143363	18/06/2020	ALBANY AUTO ONE	Fleet and Plant Repairs and Maintenance	\$ 980.00
EFT143501	25/06/2020	ALBANY AUTO ONE	Fleet and Plant Repairs and Maintenance	\$ 710.00
EFT143668	02/07/2020	ALBANY AUTO ONE	Fleet and Plant Repairs and Maintenance	\$ 1,225.00
EFT143359	18/06/2020	ALBANY CHAMBER OF COMMERCE AND INDUSTRY INC	Advertising - Day Care	\$ 897.50
EFT143499	25/06/2020	ALBANY CHAMBER OF COMMERCE AND INDUSTRY INC	Sponsorship 2020 - Great Southern Business Awards	\$ 3,300.00
EFT143433	18/06/2020	ALBANY CITY MOTORS	Fleet and Plant Repairs and Maintenance	\$ 1,200.55
EFT143581	25/06/2020	ALBANY CITY MOTORS	Supply and Delivery Heavy Fleet - P19008	\$ 56,530.02
EFT143751	02/07/2020	ALBANY CITY MOTORS	Supply and Delivery Heavy Fleet - P20004, P20002	\$ 174,264.70
EFT143895	10/07/2020	ALBANY CITY MOTORS	Fleet and Plant Repairs and Maintenance	\$ 355.17
EFT143504	25/06/2020	ALBANY COMMUNITY FOUNDATION	Payroll Deductions	\$ 5.00
EFT143670	02/07/2020	ALBANY COMMUNITY FOUNDATION	Payroll Deductions	\$ 5.00
EFT143497	25/06/2020	ALBANY COMMUNITY HOSPICE	Payroll Deductions	\$ 25.00
EFT143665	02/07/2020	ALBANY COMMUNITY HOSPICE	Payroll Deductions	\$ 25.00
EFT143442	18/06/2020	ALBANY COMMUNITY PHARMACY	Supplies - First Aid Kits	\$ 393.73
EFT143667	02/07/2020	ALBANY COMMUNITY RADIO	Mt Clarence Mast Annual Licence Fee	\$ 9,213.00
EFT143551	25/06/2020	ALBANY ENGINEERING COMPANY	Repairs and Maintenance - Airport Gate, PTO Shaft	\$ 588.37
EFT143713	02/07/2020	ALBANY ENGINEERING COMPANY	Repairs and Maintenance - Fertiliser Pump	\$ 170.27
EFT143856	10/07/2020	ALBANY ENGINEERING COMPANY	Repairs and Maintenance - Front End Loader Bucket	\$ 2,839.63
EFT143664	02/07/2020	ALBANY FARM TREE NURSERY	Landscaping Supplies	\$ 792.00
EFT143814	10/07/2020	ALBANY FENCING CONTRACTORS	Supply and Install Fencing - C18006	\$ 4,470.00
EFT143495	25/06/2020	ALBANY HYDRAULICS	Fleet and Plant Repairs and Maintenance	\$ 205.01
EFT143626	25/06/2020	ALBANY IGA	Groceries - Various	\$ 24.61
EFT143498	25/06/2020	ALBANY INDOOR PLANT HIRE AND SALES	Indoor Plant Hire	\$ 424.60
EFT143356	18/06/2020	ALBANY INDUSTRIAL SERVICES PTY LTD	Plant / Equipment Hire - C19007	\$ 254.10
EFT143663	02/07/2020	ALBANY INDUSTRIAL SERVICES PTY LTD	Plant / Equipment Hire - C19007	\$ 10,774.78
EFT143803	10/07/2020	ALBANY INDUSTRIAL SERVICES PTY LTD	Plant / Equipment Hire - C19007	\$ 1,001.00
EFT143503	25/06/2020	ALBANY IRRIGATION & DRILLING	Irrigation Supplies	\$ 1,740.00
EFT143812	10/07/2020	ALBANY IRRIGATION & DRILLING	Irrigation Supplies	\$ 9,638.57
EFT143807	10/07/2020	ALBANY LANDSCAPE SUPPLIES	Pea Gravel	\$ 132.00
EFT143469	18/06/2020	ALBANY LOCK & SECURITY	Lock Services - Various	\$ 1,506.10
EFT143625	25/06/2020	ALBANY LOCK & SECURITY	Lock Services - Various	\$ 2,494.50
EFT143783	02/07/2020	ALBANY LOCK & SECURITY	Lock Services - Various	\$ 1,539.55
EFT143945	10/07/2020	ALBANY LOCK & SECURITY	Lock Services - Various	\$ 2,350.09
EFT143811	10/07/2020	ALBANY MILK DISTRIBUTORS	Milk Supplies	\$ 860.18
EFT143364	18/06/2020	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$ 2,838.48
EFT143502	25/06/2020	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$ 1,038.29
EFT143669	02/07/2020	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$ 3,205.94
EFT143809	10/07/2020	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$ 1,503.65
EFT143448	18/06/2020	ALBANY PLUMBING AND GAS	Plumbing Services - C17020	\$ 5,691.59
EFT143598	25/06/2020	ALBANY PLUMBING AND GAS	Plumbing Services - C17020	\$ 1,046.80
EFT143919	10/07/2020	ALBANY PLUMBING AND GAS	Plumbing Services - C17020	\$ 254.25
EFT143810	10/07/2020	ALBANY PSYCHOLOGICAL SERVICES	Professional Services - EAP	\$ 528.00

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 JULY 2020**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143365	18/06/2020	ALBANY QUALITY LAWNMOWING	Lawn Mowing Services - Lotteries House	\$ 110.00
EFT143437	18/06/2020	ALBANY RADIO COMMUNICATIONS	Supply and Fit VHF Radio's	\$ 1,416.83
EFT143585	25/06/2020	ALBANY RADIO COMMUNICATIONS	Supply and Fit VHF Radio's	\$ 571.27
EFT143901	10/07/2020	ALBANY RADIO COMMUNICATIONS	Supply and Fit VHF Radio's	\$ 5,487.12
EFT143366	18/06/2020	ALBANY RECORDS MANAGEMENT	Monthly Storage - History Collection Materials	\$ 1,045.00
EFT143813	10/07/2020	ALBANY RECORDS MANAGEMENT	Offsite Records Storage	\$ 971.14
EFT143362	18/06/2020	ALBANY REFRIGERATION	Barracks Building Renovations - Air conditioner	\$ 21,800.00
EFT143360	18/06/2020	ALBANY RETRAVISION	Vacuum Cleaner - ALAC	\$ 448.00
EFT143395	18/06/2020	ALBANY SIGNS	Signage - Interp/Wall Panels Barracks - Plant - Bin Stickers	\$ 29,111.50
EFT143537	25/06/2020	ALBANY SIGNS	Signage - Campground Bins and Library Sign	\$ 1,210.00
EFT143702	02/07/2020	ALBANY SIGNS	Signage - Design Work for Story Boards	\$ 4,856.50
EFT143842	10/07/2020	ALBANY SIGNS	Signage - Corflute Signs and Tip Signs	\$ 423.50
EFT143808	10/07/2020	ALBANY SKIPS AND WASTE SERVICES PTY LTD	Skip Bin	\$ 547.50
EFT143358	18/06/2020	ALBANY SWEEP CLEAN	Sweeping Services - C18007	\$ 4,829.00
EFT143496	25/06/2020	ALBANY SWEEP CLEAN	Sweeping Services - C18007	\$ 2,017.00
EFT143355	18/06/2020	ALBANY TOYOTA	Fleet Servicing - Q20003	\$ 98.31
EFT143494	25/06/2020	ALBANY TOYOTA	Fleet Servicing - Q20003	\$ 1,778.93
EFT143802	10/07/2020	ALBANY TOYOTA	Fleet Servicing - Q20003	\$ 629.42
EFT143636	25/06/2020	ALBANY TYREPOWER	Tyre Repairs and Maintenance - Q19001	\$ 775.00
EFT143789	02/07/2020	ALBANY TYREPOWER	Tyre Repairs and Maintenance - Q19001	\$ 1,974.70
EFT143953	10/07/2020	ALBANY TYREPOWER	Tyre Repairs and Maintenance - Q19001	\$ 779.60
EFT143357	18/06/2020	ALBANY V-BELT AND RUBBER	Vehicle Maintenance/Parts	\$ 882.63
EFT143804	10/07/2020	ALBANY V-BELT AND RUBBER	Vehicle Maintenance/Parts	\$ 1,339.34
EFT143818	10/07/2020	ALBANY VEGETABLES EXPORT GROWERS	Fruit Platter	\$ 70.00
EFT143956	10/07/2020	ALBANY VETERINARY HOSPITAL PTY LTD	Veterinary Services	\$ 273.75
EFT143367	18/06/2020	ALD FUEL INJECTION SERVICES	Plant Repairs/Service	\$ 1,936.00
EFT143505	25/06/2020	ALINTA	Gas Charges	\$ 76.75
EFT143672	02/07/2020	ALINTA	Gas Charges	\$ 973.45
EFT143558	25/06/2020	ALISON GOODE	Councillor Allowances and Sitting Fees	\$ 2,935.63
EFT143726	02/07/2020	ALISON GOODE	Councillor Quarterly Mileage Claim	\$ 163.90
EFT143866	10/07/2020	ALISON GOODE	Councillor Quarterly Mileage Claim	\$ 609.21
EFT143506	25/06/2020	ALL EVENTS HIRE AND PRODUCTION	Audio-Visual Consultancy - Town Hall Re-Purposing	\$ 660.00
EFT143556	25/06/2020	ALL TRUCK REPAIRS	Service and Repairs South West Fire Fleet - Q19037	\$ 8,691.44
EFT143455	18/06/2020	AMANDA LOUISE ROSE	Graphic Design - ALAC Templates	\$ 225.00
EFT143369	18/06/2020	ANDIMAPS	Design and Production Amazing South Coast Maps	\$ 3,715.00
EFT143688	02/07/2020	ANGELA ERIS BRISTOW-BAOHM	Performance Fees	\$ 300.00
EFT143834	10/07/2020	ANNA JANE CAMERON	Social Media Services	\$ 90.00
EFT143752	02/07/2020	A MCEWAN	Staff Reimbursement	\$ 24.50
EFT143488	25/06/2020	ARRB GROUP LTD	Falling Weight Deflectometer Testing - Road Condition	\$ 74,362.75
EFT143673	02/07/2020	ASB MARKETING	Marketing Resources - ACROD Parking Awareness Campaign	\$ 1,538.57
EFT143815	10/07/2020	ASTRO SYNTHETIC SURFACES PTY LTD	Astro Turf	\$ 2,156.00
EFT143370	18/06/2020	ATC WORK SMART	Casual Staff/Apprentice Fees	\$ 2,268.03

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 JULY 2020**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143508	25/06/2020	ATC WORK SMART	Casual Staff/Apprentice Fees	\$ 2,340.61
EFT143674	02/07/2020	ATC WORK SMART	Casual Staff/Apprentice Fees	\$ 961.64
EFT143816	10/07/2020	ATC WORK SMART	Casual Staff/Apprentice Fees	\$ 4,362.04
EFT143371	18/06/2020	AUSTRALIA POST	Postal Charges	\$ 1,894.54
EFT143817	10/07/2020	AUSTRALIA POST	Postal Charges	\$ 1,844.50
EFT143951	10/07/2020	AUSTRALIAN REGIONAL TOURISM	Membership 20/21	\$ 261.00
EFT143510	25/06/2020	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll Deductions	\$ 1,500.10
EFT143676	02/07/2020	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll Deductions	\$ 1,500.10
EFT143509	25/06/2020	AUSTRALIAN TAXATION OFFICE	Payroll Deductions	\$ 168,564.86
EFT143675	02/07/2020	AUSTRALIAN TAXATION OFFICE	Payroll Deductions	\$ 166,063.95
EFT143678	02/07/2020	BADGEMATE	Badge	\$ 16.45
EFT143819	10/07/2020	BAKERS FOOD & FUEL	Fuel and Food Supplies - Bush Fire Brigades	\$ 2,570.39
EFT143511	25/06/2020	BARRETT'S MINI EARTHMOVING & CHIPPING	Vegetation Maintenance - C19014	\$ 16,164.50
EFT143679	02/07/2020	BARRETT'S MINI EARTHMOVING & CHIPPING	Vegetation Maintenance - C19014	\$ 4,708.00
EFT143926	10/07/2020	BASKETBALL RINGLEADER	Outdoor Equipment Maintenance	\$ 2,409.00
EFT143680	02/07/2020	BATTERY WORLD	Battery Supplies	\$ 281.75
EFT143373	18/06/2020	BENARA NURSERIES	Plant Supplies	\$ 8,087.05
EFT143513	25/06/2020	BENARA NURSERIES	Plant Supplies	\$ 2,824.80
EFT143374	18/06/2020	BENNETT'S BATTERIES	Battery Supplies	\$ 2,474.56
EFT143514	25/06/2020	BENNETT'S BATTERIES	Battery Supplies	\$ 63.36
EFT143681	02/07/2020	BENNETT'S BATTERIES	Battery and Oil Supplies	\$ 1,289.20
EFT143820	10/07/2020	BENNETT'S BATTERIES	Battery and Oil Supplies	\$ 1,496.00
EFT143517	25/06/2020	BERTOLA HIRE ALBANY PTY LTD	Equipment Hire	\$ 858.00
EFT143822	10/07/2020	BERTOLA HIRE ALBANY PTY LTD	Equipment Hire	\$ 880.00
EFT143376	18/06/2020	BEST OFFICE SYSTEMS	Stationery Supplies	\$ 155.00
EFT143683	02/07/2020	BEST OFFICE SYSTEMS	Stationery Supplies	\$ 95.00
EFT143723	02/07/2020	BILL GIBBS EXCAVATIONS	Equipment Hire	\$ 7,661.42
EFT143864	10/07/2020	BILL GIBBS EXCAVATIONS	Equipment Hire	\$ 9,246.00
EFT143377	18/06/2020	BLACK AND WHITE CONCRETING	Concrete Services - Q19053	\$ 22,796.52
EFT143684	02/07/2020	BLACK AND WHITE CONCRETING	Concrete Services - Q19053	\$ 14,237.00
EFT143823	10/07/2020	BLACK AND WHITE CONCRETING	Concrete Services - Q19053	\$ 51,644.19
EFT143378	18/06/2020	BLOOMIN FLOWERS SPENCER PARK	Staff Floral Arrangements	\$ 301.00
EFT143519	25/06/2020	BLOOMIN FLOWERS SPENCER PARK	Staff Floral Arrangements	\$ 62.00
EFT143381	18/06/2020	BLUE SKY RENEWABLES PTY LTD	Thermal Energy - ALAC	\$ 32,015.50
EFT143825	10/07/2020	BLUE SKY RENEWABLES PTY LTD	Thermal Energy - ALAC	\$ 17,337.30
EFT143520	25/06/2020	BLUECOAST CONSULTING ENGINEERS PTY LTD	Detailed Design Services - Albany Artificial Surf Reef Initiation	\$ 27,610.00
EFT143685	02/07/2020	BMT COMMERCIAL AUSTRALIA PTY LTD	Emu Point to Middleton Image Capture	\$ 418.00
EFT143379	18/06/2020	BOOKEASY AUSTRALIA PTY LTD	Bookings - Visitor Centre	\$ 326.92
EFT143521	25/06/2020	BOOKEASY AUSTRALIA PTY LTD	Bookings - Visitor Centre	\$ 301.86
EFT143522	25/06/2020	BP BIRD PLUMBING & GAS PTY LTD	Service - Plant Equipment	\$ 104.00
EFT143824	10/07/2020	BP BIRD PLUMBING & GAS PTY LTD	Service Oil Separator	\$ 104.00
EFT143686	02/07/2020	BREAKSEA INCORPORATED	Music/Performance Event	\$ 5,000.00

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 JULY 2020**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143380	18/06/2020	BRIDGESTONE AUSTRALIA LTD	Tyre Repairs and Maintenance - Q19001	\$ 1,031.27
EFT143687	02/07/2020	BRIDGESTONE AUSTRALIA LTD	Tyre Repairs and Maintenance - Q19001	\$ 1,196.27
EFT143382	18/06/2020	BULLSEYE PLUMBING & GAS	Plumbing Works - Contract Q19042	\$ 620.00
EFT143383	18/06/2020	BUNNINGS GROUP LIMITED	Hardware and Tool Supplies - Various	\$ 319.89
EFT143523	25/06/2020	BUNNINGS GROUP LIMITED	Hardware and Tool Supplies - Various	\$ 233.43
EFT143689	02/07/2020	BUNNINGS GROUP LIMITED	Hardware and Tool Supplies - Various	\$ 605.68
EFT143828	10/07/2020	BUNNINGS GROUP LIMITED	Hardware and Tool Supplies - Various	\$ 742.11
EFT143829	10/07/2020	BUNNS VINEYARD	Refreshments	\$ 702.00
EFT143606	25/06/2020	C ROBERTS	Staff Reimbursement	\$ 549.00
EFT143691	02/07/2020	C&C MACHINERY CENTRE	Vehicle Maintenance / Parts	\$ 1,199.90
EFT143830	10/07/2020	C&C MACHINERY CENTRE	Vehicle Maintenance / Parts	\$ 3,225.55
EFT143385	18/06/2020	CALTEX AUSTRALIA PETROLEUM PTY LD	Fuel Supplies	\$ 3,035.27
EFT143831	10/07/2020	CALTEX AUSTRALIA PETROLEUM PTY LD	Fuel Supplies	\$ 2,437.51
EFT143386	18/06/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel Supplies	\$ 10,385.77
EFT143524	25/06/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel Supplies	\$ 9,524.45
EFT143692	02/07/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel Supplies	\$ 9,104.39
EFT143832	10/07/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel Supplies	\$ 8,034.49
EFT143694	02/07/2020	CAMLIN SPRINGS	Water Refills	\$ 140.00
EFT143525	25/06/2020	CAMTRANS ALBANY PTY LTD	Brick Pavers	\$ 6,765.00
EFT143693	02/07/2020	CAMTRANS ALBANY PTY LTD	Flagstones	\$ 14,145.00
EFT143833	10/07/2020	CAMTRANS ALBANY PTY LTD	Jarrah Tree Stumps	\$ 395.00
EFT143528	25/06/2020	CENTENNIAL STADIUM INC	Electricity Charges - Lease	\$ 419.67
EFT143698	02/07/2020	CENTENNIAL STADIUM INC	Cleaning Services - COA Portion	\$ 39.60
EFT143389	18/06/2020	CENTIGRADE SERVICES PTY LTD	Air-Conditioning Services - C18014	\$ 1,368.00
EFT143527	25/06/2020	CENTIGRADE SERVICES PTY LTD	Maintenance Works - Q18016	\$ 609.40
EFT143697	02/07/2020	CENTIGRADE SERVICES PTY LTD	Restart of Systems Preparing for Reopening	\$ 6,127.85
EFT143836	10/07/2020	CENTIGRADE SERVICES PTY LTD	Investigate Lap Pool / Gas Systems Boiler Issues	\$ 6,621.59
EFT143390	18/06/2020	CENTRAL REGIONAL TAFE	Staff Course Fees	\$ 244.00
EFT143400	18/06/2020	CGS QUALITY CLEANING	Cleaning - Contract C14036	\$ 44,923.45
EFT143707	02/07/2020	CGS QUALITY CLEANING	LPG Exchange	\$ 275.00
EFT143848	10/07/2020	CGS QUALITY CLEANING	Cleaning - Contract C14036	\$ 44,735.61
EFT143529	25/06/2020	CHILD SUPPORT AGENCY	Payroll Deductions	\$ 736.55
EFT143699	02/07/2020	CHILD SUPPORT AGENCY	Payroll Deductions	\$ 736.55
EFT143633	25/06/2020	CHRIS THOMSON	Councillor Allowances and Sitting Fees	\$ 2,935.63
EFT143787	02/07/2020	CHRIS THOMSON	Councillor Quarterly Mileage Claim	\$ 44.79
EFT143368	18/06/2020	CHRISTIE PARKSAFE	BBQ Cooktops - Replacements/Upgrade Natural Reserves	\$ 4,994.66
EFT143391	18/06/2020	CLARK TYRES	Tyre Repairs and Maintenance - Q19001	\$ 949.00
EFT143530	25/06/2020	CLARK TYRES	Tyre Repairs and Maintenance - Q19001	\$ 1,190.00
EFT143531	25/06/2020	CLEANAWAY PTY LIMITED	Rubbish Collection - P14021	\$ 317,236.63
EFT143700	02/07/2020	CLEANAWAY PTY LIMITED	Rubbish Collection - P14021	\$ 249,646.00
EFT143837	10/07/2020	CLEANAWAY PTY LIMITED	Rubbish Collection - P14021	\$ 249,685.10
EFT143532	25/06/2020	CLEVERPATCH	Library Holiday Kits	\$ 332.40

**CITY OF ALBANY
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FOR THE PERIOD ENDING 15 JULY 2020**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143838	10/07/2020	CMM TECHNOLOGY	Recalibration of Breathalyser	\$ 247.50
EFT143392	18/06/2020	COATES HIRE OPERATIONS PTY LIMITED	Equipment Hire - Cleaning Toilet	\$ 88.00
EFT143533	25/06/2020	COATES HIRE OPERATIONS PTY LIMITED	Equipment Hire	\$ 141.70
EFT143393	18/06/2020	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries - Various	\$ 74.18
EFT143535	25/06/2020	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries - Various	\$ 288.37
EFT143701	02/07/2020	COLES SUPERMARKETS AUSTRALIA PTY LTD	Stationery	\$ 19.96
EFT143839	10/07/2020	COLES SUPERMARKETS AUSTRALIA PTY LTD	Council Meeting Supplies	\$ 310.13
EFT143840	10/07/2020	COLLABORATIVE WORLD CONSULTANTS	Schematic Design - Albany Youth Challenge Park	\$ 5,060.00
EFT143394	18/06/2020	COMET CARE SCHOOL	Reimbursement for Smashed Window - Verge Mowing	\$ 524.06
EFT143841	10/07/2020	COMMON GROUND TRAILS PTY LTD	Youth Challenge Park - MTB/BMX Park Design Services - Q19062	\$ 16,706.25
EFT143654	30/06/2020	COMMONWEALTH BANK OF AUSTRALIA	Loan Repayment	\$ 36,264.24
EFT143536	25/06/2020	COMPU-STOR	Scanning of Fragile Drawings	\$ 158.76
EFT143826	10/07/2020	CONSTRUCTION TRAINING FUND	BCITF Levy	\$ 2,917.60
EFT143412	18/06/2020	CORPORATE FIRST AID AUSTRALIA	First Aid Training Courses - Staff	\$ 1,280.00
EFT143728	02/07/2020	CORPORATE FIRST AID AUSTRALIA	First Aid Training Courses - Staff	\$ 1,280.00
EFT143396	18/06/2020	CREATIONS HOMES PTY LTD	VAC Works - Contract Q19019	\$ 1,983.00
EFT143399	18/06/2020	D & K ENGINEERING	Fleet and Plant Repairs and Maintenance	\$ 289.30
EFT143706	02/07/2020	D & K ENGINEERING	Fleet and Plant Repairs and Maintenance	\$ 947.10
EFT143846	10/07/2020	D & K ENGINEERING	Fleet and Plant Repairs and Maintenance	\$ 475.75
EFT143538	25/06/2020	DATA #3 LIMITED	Software Licence Renewal June 2020-June 2021	\$ 6,748.28
EFT143542	25/06/2020	DELL FINANCIAL SERVICES PTY LTD	Equipment Rental - June 2020	\$ 577.87
EFT143642	25/06/2020	DENNIS WELLINGTON	Mayoral Allowances and Sitting Fees	\$ 11,734.78
EFT143827	10/07/2020	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL Levy	\$ 8,085.07
EFT143401	18/06/2020	DEPARTMENT OF TRANSPORT	Disclosure of Information Fees - Parking Infringements	\$ 3.40
EFT143850	10/07/2020	DESIGNER DIRT PTY LTD	Merchandise Order - Forts Store	\$ 220.00
EFT143403	18/06/2020	DJL ELECTRICAL	Electrical Services - Q18051	\$ 8,862.59
EFT143709	02/07/2020	DJL ELECTRICAL	Electrical Services - Q18051	\$ 609.88
EFT143852	10/07/2020	DJL ELECTRICAL	Electrical Services - Q18051	\$ 6,223.35
EFT143853	10/07/2020	DOG ROCK MOTEL	Accommodation - WA Museum Visit and CEO Performance Review	\$ 1,476.90
EFT143404	18/06/2020	DOGGY DOO CLEANUPS	Animal Hygiene Services - Q19033	\$ 390.00
EFT143545	25/06/2020	DOGGY DOO CLEANUPS	Animal Hygiene Services - Q19033	\$ 195.00
EFT143854	10/07/2020	DOGGY DOO CLEANUPS	Animal Hygiene Services - Q19033	\$ 390.00
EFT143405	18/06/2020	DOMINO'S PIZZA	Meals for Fire Brigades	\$ 153.00
EFT143695	02/07/2020	DONNA CAMERON DESIGN	Graphic Design - Community Development Strategy	\$ 1,815.00
EFT143703	02/07/2020	DOWNER EDI WORKS PTY LTD	Material Supply - Coldmix	\$ 733.38
EFT143844	10/07/2020	DOWNER EDI WORKS PTY LTD	Material Supply - Coldmix	\$ 2,053.41
EFT143539	25/06/2020	DRG DIGITAL	Bluebeam Revu Licence IT	\$ 634.70
EFT143406	18/06/2020	DYLAN'S ON THE TERRACE	Catering Meetings/Work Groups	\$ 376.00
EFT143710	02/07/2020	DYLAN'S ON THE TERRACE	Catering Staff Retirement and Elected Members Meeting	\$ 871.50
EFT143434	18/06/2020	E MAY	Staff Reimbursement	\$ 10.00
EFT143549	25/06/2020	EARLY BIRD LANDSCAPING	Play Equipment Installation - Baltic Road	\$ 4,906.00
EFT143855	10/07/2020	EARLY BIRD LANDSCAPING	Installation of Yoorl Park Playground	\$ 4,961.00

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143550	25/06/2020	EASI PACKAGING PTY LTD	Payroll Deductions	\$ 11,361.69
EFT143711	02/07/2020	EASI PACKAGING PTY LTD	Payroll Deductions	\$ 10,580.38
EFT143712	02/07/2020	ECOTECH PTY LTD	Anemometer Data Reporting - Emu Beach	\$ 341.00
EFT143473	18/06/2020	ELEMENT ADVISORY PTY LTD	Local Tourism Plan - Q19051	\$ 15,719.01
EFT143547	25/06/2020	EMMA DOUGHTY	Councillor Allowances and Sitting Fees	\$ 2,935.63
EFT143714	02/07/2020	ENTS FORESTRY PTY LTD	Management of Tree Farm - Q19064	\$ 5,225.00
EFT143677	02/07/2020	ENVIRONMENTAL HEALTH AUSTRALIA INC	Foodsafe Online Annual Subscription	\$ 550.00
EFT143715	02/07/2020	ERGOLINK	Computer Accessories - Mouse	\$ 315.00
EFT143716	02/07/2020	ESRI AUSTRALIA PTY LTD	Training - Learning and Services Units	\$ 17,556.00
EFT143552	25/06/2020	E-STRALIAN PTY LTD	Weekly E-Bike Lease	\$ 258.67
EFT143857	10/07/2020	E-STRALIAN PTY LTD	Weekly E-Bike Lease	\$ 258.67
EFT143858	10/07/2020	ETS VEGETATION MANAGEMENT	Vegetation Maintenance - Q19036, Q18047	\$ 1,126.40
EFT143407	18/06/2020	EVERTRANS	Supply of Truck - Q19034	\$ 56,320.00
EFT143553	25/06/2020	EVERTRANS	Fleet and Plant Repairs and Maintenance	\$ 88.00
EFT143717	02/07/2020	EVERTRANS	Supply and Cut Steel	\$ 27.50
EFT143859	10/07/2020	EVERTRANS	Vehicle Parts / Maintenance	\$ 1,367.30
EFT143554	25/06/2020	EXTENT HERITAGE WA PTY LTD	Heritage Advisory Services - Contract Q18050	\$ 3,074.50
EFT143718	02/07/2020	EXTENT HERITAGE WA PTY LTD	Heritage Advisory Services - Contract Q18050	\$ 1,465.75
EFT143408	18/06/2020	EYERITE SIGNS	Signage - Middleton Beach Coastal Enhancement Project	\$ 264.00
EFT143555	25/06/2020	EYERITE SIGNS	Signage Ranger Team Vehicles/Shipping Lane Lecturns	\$ 6,322.00
EFT143719	02/07/2020	EYERITE SIGNS	Signage	\$ 14,933.60
EFT143860	10/07/2020	EYERITE SIGNS	Signage	\$ 6,812.40
EFT143409	18/06/2020	FARMERS CENTRE (1978) PTY LTD	Vehicle Parts/Supplies	\$ 85.59
EFT143720	02/07/2020	FITZGERALD PHOTO IMAGING	Pandemic Poster	\$ 462.35
EFT143410	18/06/2020	FLEET FITNESS	Vehicle Parts/Supplies	\$ 78.10
EFT143863	10/07/2020	FLIPS ELECTRICS	Electrical Repairs	\$ 2,361.75
EFT143595	25/06/2020	FULTON HOGAN INDUSTRIES	Riverside Road, Kalgan Bitumen - Contract P19020	\$ 12,726.97
EFT143773	02/07/2020	G & L SHEETMETAL	Roof Flashings	\$ 120.65
EFT143402	18/06/2020	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Services - Q18037	\$ 989.39
EFT143543	25/06/2020	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Services - Q18037	\$ 445.66
EFT143708	02/07/2020	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Services - Q18037	\$ 1,839.13
EFT143851	10/07/2020	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Services - Q18037	\$ 74.90
EFT143425	18/06/2020	G&S PROFESSIONALS	Line Marking - Taxiway B Albany Airport	\$ 3,906.65
EFT143722	02/07/2020	GALLERY 500	Watercolour Framing	\$ 145.00
EFT143737	02/07/2020	GHD PTY LTD	Middleton Beach Civil and Hydraulic Engineering Variation - P19009	\$ 8,957.30
EFT143865	10/07/2020	GIBSON INTERNATIONAL LTD	Multimedia Touch Table - C19020	\$ 87,913.54
EFT143557	25/06/2020	GLASS SUPPLIERS	Glass Repairs	\$ 280.40
EFT143724	02/07/2020	GLASS SUPPLIERS	Glazing Services	\$ 328.00
EFT143725	02/07/2020	GOLF WA	Hosting Fee for 2020 State Sand Greens Championship - August 2020	\$ 5,500.00
EFT143414	18/06/2020	GREAT SOUTHERN PEST & WEED CONTROL	Pest Control Services - Q19026	\$ 156.70
EFT143730	02/07/2020	GREAT SOUTHERN PEST & WEED CONTROL	Rodents and Silverfish Pest Inspection	\$ 115.00
EFT143869	10/07/2020	GREAT SOUTHERN PEST & WEED CONTROL	Roof Void Cleaning - North Road Administration Building	\$ 2,013.00

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143416	18/06/2020	GREAT SOUTHERN SUPPLIES	Protective Equipment - Q18019	\$ 2,970.75
EFT143561	25/06/2020	GREAT SOUTHERN SUPPLIES	Protective Equipment - Q18019 and Cleaning Supplies - Q19006	\$ 573.57
EFT143732	02/07/2020	GREAT SOUTHERN SUPPLIES	Gloves and Hand Towels	\$ 486.60
EFT143871	10/07/2020	GREAT SOUTHERN SUPPLIES	Uniforms	\$ 2,294.78
EFT143560	25/06/2020	GREAT SOUTHERN ZONE OF WALGA	Annual Corporate Membership Subscription	\$ 935.00
EFT143413	18/06/2020	GREEN SKILLS INCORPORATED	Maintenance Works - C19011	\$ 8,183.61
EFT143559	25/06/2020	GREEN SKILLS INCORPORATED	Maintenance Works - C19011	\$ 14,620.36
EFT143729	02/07/2020	GREEN SKILLS INCORPORATED	Maintenance Works - C19011	\$ 13,369.26
EFT143868	10/07/2020	GREEN SKILLS INCORPORATED	Maintenance Works - C19011	\$ 10,733.97
EFT143417	18/06/2020	GREENMAN TRADING COMPANY	Tree Lopping - C19014	\$ 907.50
EFT143734	02/07/2020	GREENMAN TRADING COMPANY	Tree Lopping - C19014	\$ 2,722.50
EFT143623	25/06/2020	GREGORY BRIAN STOCKS	Councillor Allowances and Sitting Fees	\$ 4,805.52
EFT143873	10/07/2020	GRIFFITHS ARCHITECTS PTY LTD	Albany Town Hall Repurposing - C18008	\$ 15,501.48
EFT143735	02/07/2020	GSCORE	Social Media Management Monthly Cost - June 2020	\$ 5,300.00
EFT143418	18/06/2020	GSM AUTO ELECTRICAL	Vehicle Parts / Maintenance	\$ 25.50
EFT143736	02/07/2020	GSM AUTO ELECTRICAL	Vehicle Parts / Maintenance	\$ 118.00
EFT143415	18/06/2020	GSP WORKFORCE	Gardening Lotteries House	\$ 259.00
EFT143731	02/07/2020	GSP WORKFORCE	Gardening Lotteries House	\$ 234.00
EFT143870	10/07/2020	GSP WORKFORCE	Gardening Lotteries House	\$ 234.00
EFT143596	25/06/2020	HANSON CONSTRUCTION MATERIALS PTY LTD	Road Building Materials - C19008	\$ 7,441.64
EFT143565	25/06/2020	HAREWOOD ESTATE	Refreshments - Civic Functions and Receptions	\$ 825.60
EFT143420	18/06/2020	HAVOC BUILDERS PTY LTD	Building Services - C17028	\$ 31,370.73
EFT143874	10/07/2020	HAVOC BUILDERS PTY LTD	Trades and Building Services - C17028	\$ 23,870.00
EFT143929	10/07/2020	HAZEL ROOME	Professional Services - EAP	\$ 275.00
EFT143512	25/06/2020	H BECK	Staff Reimbursement	\$ 80.40
EFT143422	18/06/2020	HHG LEGAL GROUP	Legal Services - C19009	\$ 734.00
EFT143568	25/06/2020	HHG LEGAL GROUP	Legal Services - C19009	\$ 7,592.60
EFT143743	02/07/2020	HHG LEGAL GROUP	Legal Services - C19009	\$ 19,514.76
EFT143877	10/07/2020	HHG LEGAL GROUP	Legal Services - C19009	\$ 3,345.60
EFT143739	02/07/2020	HIGHWAY WRECKERS	Removal of Vehicles	\$ 330.00
EFT143566	25/06/2020	HIMAC ATTACHMENTS	Machinery Attachments	\$ 1,958.00
EFT143567	25/06/2020	HITCHCOCK PANEL BEATERS	Repairs Isuzu	\$ 300.00
EFT143421	18/06/2020	HOBBS PAINTING AND DECORATING	Painting Services - Q18025	\$ 5,818.15
EFT143740	02/07/2020	HOBBS PAINTING AND DECORATING	Building Maintenance	\$ 650.14
EFT143397	18/06/2020	HOLCIM (AUSTRALIA) PTY LTD	Concrete Supply - C19006	\$ 1,513.82
EFT143704	02/07/2020	HOLCIM (AUSTRALIA) PTY LTD	Concrete Supply - C19006	\$ 1,433.52
EFT143878	10/07/2020	HUDSON SEWAGE SERVICES	Quarterly Biomax Servicing	\$ 346.82
EFT143569	25/06/2020	ICS GROUP AUTO ELECTRICAL & AIR CONDITIONING PTY LTD	Repairs - Fire Vehicle	\$ 542.00
EFT143423	18/06/2020	IMPACT SERVICE PTY LTD	Casual Staff/Apprentice Fees	\$ 323.66
EFT143570	25/06/2020	IMPACT SERVICE PTY LTD	Casual Staff/Apprentice Fees	\$ 323.66
EFT143744	02/07/2020	IMPACT SERVICE PTY LTD	Casual Staff/Apprentice Fees	\$ 647.32
EFT143881	10/07/2020	IMPACT SERVICE PTY LTD	Casual Staff/Apprentice Fees	\$ 323.66

**CITY OF ALBANY
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ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143424	18/06/2020	IPAR REHABILITATION PTY LTD	Pre-Employment Medical Exam	\$ 328.90
EFT143572	25/06/2020	IRRIGATION AUSTRALIA LTD	Membership 20/21	\$ 714.00
EFT143760	02/07/2020	IXOM	Chlorine Service Fee	\$ 337.26
EFT143388	18/06/2020	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services - C18019/C19001	\$ 16,364.33
EFT143526	25/06/2020	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services - C18019/C19001	\$ 29,089.13
EFT143696	02/07/2020	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services - C18019/C19001/C15026	\$ 18,626.00
EFT143835	10/07/2020	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services - C18019/C19001/C15026	\$ 6,862.37
EFT143763	02/07/2020	J PASSMORE	Staff Reimbursement	\$ 52.98
EFT143518	25/06/2020	J. BLACKWOOD & SON PTY LTD	Hardware Supplies	\$ 1,344.03
EFT143741	02/07/2020	JD HOPKINS	Staff Reimbursement	\$ 17.80
EFT143426	18/06/2020	JAPANESE TRUCK AND BUS SPARES PTY LTD	Plant Repairs and Maintenance - Transmission Med Side Tipper	\$ 4,565.00
EFT143387	18/06/2020	JOHN CARBERRY	Video Work VAC - 40th Anniversary Project	\$ 1,350.00
EFT143745	02/07/2020	JOHN KINNEAR AND ASSOCIATES	Survey Services - C19016	\$ 2,571.53
EFT143883	10/07/2020	JOHN KINNEAR AND ASSOCIATES	Survey Services - C19016	\$ 2,185.14
EFT143608	25/06/2020	JOHN SHANHUN	Councillor Allowances and Sitting Fees	\$ 2,935.53
EFT143573	25/06/2020	JUNIPER BERYL GRANT	Venue Hire - Youth Strategy Initiatives	\$ 418.00
EFT143885	10/07/2020	JUST A CALL DELIVERIES	Internal Mail Deliveries	\$ 753.69
EFT143427	18/06/2020	JUST SEW EMBROIDERY	Staff Uniforms	\$ 81.40
EFT143884	10/07/2020	JUST SEW EMBROIDERY	Staff Uniforms	\$ 36.52
EFT143690	02/07/2020	K BUNN	Staff Reimbursement	\$ 15.00
EFT143861	10/07/2020	KB FISHER	Rates Refund	\$ 817.11
EFT143886	10/07/2020	KIM ANGELA TOMLINSON	Professional Services - EAP	\$ 150.00
EFT143746	02/07/2020	KLB SYSTEMS	Smart AC Adaptor	\$ 60.50
EFT143428	18/06/2020	KOSTER'S OUTDOOR PTY LTD	Building Works - Walkway ALAC	\$ 1,979.00
EFT143747	02/07/2020	KOSTER'S STEEL CONSTRUCTION PTY LTD	Consulting Fees	\$ 400.00
EFT143574	25/06/2020	KRYSTA GUILLE PHOTOGRAPHY	Commercial Images - 10 Great Parks Photo Shoot	\$ 1,232.00
EFT143748	02/07/2020	KURRAH MIA PTY LTD	Restoring Aboriginal Place Names Project	\$ 11,000.00
EFT143875	10/07/2020	KWONGKAN MIDDARS	Workshop Facilitators and Venue	\$ 2,145.00
EFT143429	18/06/2020	LA BOTANIC	Flower Arrangements	\$ 65.00
EFT143849	10/07/2020	LANDGATE	Valuation Services	\$ 2,420.60
EFT143887	10/07/2020	LANDMARK PRODUCTS LTD	Supply and delivery of Modified Sherbrooke	\$ 29,260.00
EFT143430	18/06/2020	LAWLEY PARK TENNIS CLUB	Building Works Club Rooms - CFAF Payment	\$ 1,474.00
EFT143796	02/07/2020	L YATES	Staff Reimbursement	\$ 37.69
EFT143575	25/06/2020	LIBBY SHEPPARD DESIGN	Merchandise Order - Visitors Centre	\$ 340.00
EFT143890	10/07/2020	LITTLE GROVE GENERAL STORE	Fuel Supplies - Bush Fire Brigades	\$ 417.38
EFT143431	18/06/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Corporate Council Membership 20/21 and Webinars	\$ 4,060.00
EFT143749	02/07/2020	LOCHNESS LANDSCAPE SERVICES	Mowing Services - C19010	\$ 7,200.00
EFT143432	18/06/2020	LORLAINE DISTRIBUTORS PTY LTD	Cleaning Supplies	\$ 578.80
EFT143576	25/06/2020	LORLAINE DISTRIBUTORS PTY LTD	Cleaning Supplies	\$ 243.74
EFT143750	02/07/2020	LUNAR PAINTING SERVICES	Painting Works - DayCare	\$ 13,968.90
EFT143891	10/07/2020	LUNAR PAINTING SERVICES	Painting works - Railway Station Building	\$ 39,099.50
EFT143577	25/06/2020	M & A STEEL FABRICATION	Building Construction Gun Enclosure - Q20006	\$ 53,174.00

**CITY OF ALBANY
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FOR THE PERIOD ENDING 15 JULY 2020**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143892	10/07/2020	M & A STEEL FABRICATION	Building Construction Gun Enclosure - Q20006	\$ 15,620.00
EFT143578	25/06/2020	M AND B SALES PTY LTD	Timber Supplies	\$ 45.82
EFT143893	10/07/2020	M AND B SALES PTY LTD	Timber Supplies	\$ 88.24
EFT143454	18/06/2020	M ROBERTSON	Refund	\$ 6.20
EFT143964	10/07/2020	M WINTON	Staff Reimbursement	\$ 1,482.33
EFT143579	25/06/2020	MAGIKLEEN PTY LTD	Cleaning Products - Plasma Screen	\$ 335.50
EFT143894	10/07/2020	MAJOR MOTORS PTY LTD	Oil Cooler	\$ 966.66
EFT143896	10/07/2020	MARKETFORCE LIMITED	Local Government Tenders	\$ 288.53
EFT143516	25/06/2020	MATT BENSON-LIDHOLM JP	Councillor Allowances and Sitting Fees	\$ 2,935.63
EFT143372	18/06/2020	MD BARAGWANATH	Rates Refund	\$ 300.00
EFT143897	10/07/2020	MENTAL MEDIA PTY LTD	Audio Technology NAC - Q17053	\$ 3,039.96
EFT143435	18/06/2020	METROLL ALBANY	Building Supplies	\$ 23.74
EFT143582	25/06/2020	METROLL ALBANY	Building Supplies	\$ 204.82
EFT143898	10/07/2020	METROLL ALBANY	Building Supplies	\$ 53.43
EFT143899	10/07/2020	MHW INTEGRATION PTY LTD	Hardware Convoy Table - Carpentry, Install and Equipment - NAC	\$ 73,399.70
EFT143540	25/06/2020	MICHAEL & SHIREE DAVEY	Crossover Subsidy	\$ 167.38
EFT143546	25/06/2020	M DOHERTY	Staff Reimbursement	\$ 24.95
EFT143583	25/06/2020	MINORBA GRAZING CO	Supply Sleepers for Board Walk	\$ 5,500.00
EFT143753	02/07/2020	MINTER ELLISON	Legal Services - Proposed Variation to Enterprise Agreement	\$ 9,340.87
EFT143754	02/07/2020	MJB INDUSTRIES PTY LTD	Supply and Delivery of Drainage Products - C18011	\$ 3,410.00
EFT143755	02/07/2020	MOSTERT, DJ & H	Merchandise Order - Visitors Centre	\$ 60.00
EFT143436	18/06/2020	MOUNT ROMANCE AUSTRALIA PTY LTD	Hand Sanitizer - VAC	\$ 148.46
EFT143900	10/07/2020	MOUNT ROMANCE AUSTRALIA PTY LTD	Hand Sanitizer - Visitor Centre	\$ 167.20
EFT143928	10/07/2020	MP ROGERS AND ASSOCIATES PTY LTD	Middleton Beach Foreshore Enhancement Plan Detailed Design - P19006	\$ 3,768.60
EFT143438	18/06/2020	MULE CREATIVE	Design Services - 2019/2020 Style Guide	\$ 3,069.00
EFT143903	10/07/2020	MULE CREATIVE	Design Services - ACCI Directory Ads, Stickers and Rates Flyer	\$ 1,584.00
EFT143902	10/07/2020	MULTIPLE SCLEROSIS SOCIETY OF WA INC	2020 MSWA Albany Ride Regional Events Sponsorship	\$ 550.00
EFT143904	10/07/2020	NEO INFRASTRUCTURE (WA) PTY LTD	Stage 1 Civil Works - Middleton Beach Enhancement - C19021	\$ 227,549.30
EFT143905	10/07/2020	NEVILLES HARDWARE & BUILDING SUPPLIES	Tool Supplies - Paint Rollers	\$ 67.20
EFT143638	25/06/2020	N WALKER	Staff Reimbursement	\$ 46.00
EFT143439	18/06/2020	NIGEL PALMER EARTHMOVING PTY LTD	Building Materials - C19008	\$ 1,355.20
EFT143440	18/06/2020	NIKANA CONTRACTING PTY LTD	Waste Bin Services	\$ 1,804.00
EFT143441	18/06/2020	NLC PTY LTD	Novated Leases and Associated Costs	\$ 615.31
EFT143757	02/07/2020	NLC PTY LTD	Novated Leases and Associated Costs	\$ 615.31
EFT143480	18/06/2020	NUTRIEN AG SOLUTIONS	Fencing Equipment	\$ 196.13
EFT143646	25/06/2020	NUTRIEN AG SOLUTIONS	Herbicides - Q20005	\$ 699.99
EFT143443	18/06/2020	OCS SERVICES PTY LTD	Cleaning Services - C15015	\$ 9,942.52
EFT143588	25/06/2020	OCS SERVICES PTY LTD	Cleaning Services - C15015	\$ 11,000.07
EFT143758	02/07/2020	OCS SERVICES PTY LTD	Cleaning Services - C15015	\$ 9,238.41
EFT143906	10/07/2020	OCS SERVICES PTY LTD	Cleaning Services - C15015	\$ 8,679.02
EFT143589	25/06/2020	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 57.00
EFT143759	02/07/2020	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 403.82

**CITY OF ALBANY
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FOR THE PERIOD ENDING 15 JULY 2020**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143907	10/07/2020	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 341.56
EFT143590	25/06/2020	O'KEEFE'S PAINTS	Painting Supplies	\$ 41.77
EFT143908	10/07/2020	O'KEEFE'S PAINTS	Painting Supplies	\$ 269.09
EFT143635	25/06/2020	OLIVIA TOOLE	Poster - Pandemic Poster Competition	\$ 200.00
EFT143761	02/07/2020	ORIGIN ENERGY	LPG Delivery - ALAC	\$ 18,680.73
EFT143909	10/07/2020	ORIGIN ENERGY	LPG Delivery - ALAC	\$ 4,592.49
EFT143466	18/06/2020	ORRCON STEEL	Steel Supplies	\$ 631.51
EFT143620	25/06/2020	ORRCON STEEL	Steel Supplies	\$ 196.91
EFT143944	10/07/2020	ORRCON STEEL	Steel Supplies	\$ 796.66
EFT143910	10/07/2020	OUR COMMUNITY PTY LTD	Funding Centre Basic Membership 20/21	\$ 350.00
EFT143591	25/06/2020	OYSTER HARBOUR STORE	Meals for Bushfire/Crew Leader Courses	\$ 776.72
EFT143911	10/07/2020	OYSTER HARBOUR STORE	Refreshments for Bushfire/Crew Leader Courses	\$ 31.00
EFT143444	18/06/2020	OZ WIDE TRADING GROUP PTY LTD	Supply and Deliver Custom Built Tray Box	\$ 6,366.00
EFT143592	25/06/2020	PALMERSTON ASSOCIATION INC	Refund	\$ 100.00
EFT143507	25/06/2020	PAPERBARK MERCHANTS	Stock - Library	\$ 518.99
EFT143912	10/07/2020	PARISH LANE WINES	Refreshments - Civic Functions and Receptions	\$ 480.00
EFT143762	02/07/2020	PARKS AND LEISURE AUSTRALIA	Parks and Leisure Australia Membership 2021	\$ 1,375.00
EFT143450	18/06/2020	PAUL REMAJ ENGINE RECONDITIONING	Fleet and Plant Repairs and Maintenance	\$ 969.10
EFT143632	25/06/2020	PAUL TERRY	Councillor Allowances and Sitting Fees	\$ 2,935.53
EFT143593	25/06/2020	PAULS PET FOOD	Dog Food - Pound	\$ 84.40
EFT143920	10/07/2020	PCYC	Youth Dive Program Funding	\$ 3,000.00
EFT143445	18/06/2020	PENROSE PROFESSIONAL LAWCARE	Lawn Mowing Services - VAC	\$ 264.00
EFT143913	10/07/2020	PENROSE PROFESSIONAL LAWCARE	Lawn Mowing Services - VAC	\$ 264.00
EFT143446	18/06/2020	PERTH SAFETY PRODUCTS PTY LTD	Safety Equipment and Signage	\$ 4,865.30
EFT143594	25/06/2020	PERTH SAFETY PRODUCTS PTY LTD	Safety Equipment and Signage	\$ 561.00
EFT143764	02/07/2020	PERTH SAFETY PRODUCTS PTY LTD	Safety Equipment and Signage	\$ 2,480.50
EFT143914	10/07/2020	PETER GRAHAM AND COMPANY LTD	Tomcat Rodent Baits	\$ 644.60
EFT143541	25/06/2020	PETER JOHNATHON DEEN	Crossover Subsidy	\$ 123.21
EFT143916	10/07/2020	PHIL WOOLHOUSE HYDRAULICS PTY LTD	Hydraulic Engineer Design Services - Albany Youth Challenge Park	\$ 2,660.00
EFT143915	10/07/2020	PHILLIP BEST PLUMBING PTY LTD	Industrial Gas Servicing - ALAC	\$ 5,428.41
EFT143918	10/07/2020	PLANT SUPPLY COMPANY	Nursery Supplies	\$ 181.50
EFT143917	10/07/2020	PLASTICS PLUS	Bubblewrap and Cloth Tape	\$ 49.50
EFT143597	25/06/2020	PLAYMASTER PTY LTD	Playground Upgrade - Fibreglass Cow and Calf	\$ 3,575.00
EFT143765	02/07/2020	PLAYMASTER PTY LTD	Lakeside Park - P20005	\$ 62,210.50
EFT143449	18/06/2020	PORTNER PRESS PTY LTD	Subscription - Employment Law/Health and Safety	\$ 970.00
EFT143921	10/07/2020	PRECISION HEARING	Staff Workcover Hearing Tests - June 2020	\$ 7,568.00
EFT143922	10/07/2020	PREMIUM PUBLISHERS	Advertising	\$ 400.40
EFT143766	02/07/2020	PRINTSYNC BUSINESS SOLUTIONS	Photocopier Charges	\$ 64.94
EFT143767	02/07/2020	PROSCAN AUSTRALIA PTY LIMITED	Scanner - VAC	\$ 24,519.00
EFT143768	02/07/2020	PUBLIK GROUP	Exhibition Graphic Updates - ANZAC Centre	\$ 7,700.13
EFT143880	10/07/2020	QUBE LOGISTICS PTY LTD	Transport Linehaul Fuel Levy - ALAC	\$ 415.86
EFT143600	25/06/2020	R & L BITUMEN SERVICE PTY LTD	Bitumen Supplies - C18010	\$ 31,351.17

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143769	02/07/2020	R & L BITUMEN SERVICE PTY LTD	Bitumen Supplies - C18010	\$ 20,388.58
EFT143601	25/06/2020	RAECO INTERNATIONAL PTY LTD	Stationery Supplies	\$ 1,727.92
EFT143564	25/06/2020	RAY HAMMOND	Councillor Allowances and Sitting Fees	\$ 2,935.63
EFT143621	25/06/2020	REBECCA STEPHENS	Councillor Allowances and Sitting Fees	\$ 2,935.63
EFT143602	25/06/2020	RECONNECT HEALTH AND WELLBEING	Professional Services - EAP	\$ 165.00
EFT143923	10/07/2020	REDMAN SOLUTIONS PTY LTD	Archive Manager Annual Software Support	\$ 5,021.94
EFT143603	25/06/2020	REECE PTY LTD	Plumbing and Irrigation Supplies	\$ 186.79
EFT143587	25/06/2020	REFACE INDUSTRIES PTY LTD	Repairs/Maintenance Office Machinery	\$ 2,623.50
EFT143562	25/06/2020	REGIONAL DEVELOPMENT AUSTRALIA GREAT SOUTHERN WA INC	Sub-Lease Rent Co-Op Building June - July 2020	\$ 819.75
EFT143733	02/07/2020	REGIONAL DEVELOPMENT AUSTRALIA GREAT SOUTHERN WA INC	Reimbursement of Water Charges	\$ 91.42
EFT143872	10/07/2020	REGIONAL DEVELOPMENT AUSTRALIA GREAT SOUTHERN WA INC	Reimbursement of Water Charges	\$ 102.84
EFT143451	18/06/2020	REPCO AUTO PARTS	Vehicle Parts/Supplies	\$ 48.99
EFT143924	10/07/2020	REPLAS WA	Kingfisher Seat	\$ 1,737.09
EFT143452	18/06/2020	REPLICA MEDALS & RIBBONS PTY LTD	Merchandise Order - Forts Store	\$ 0.01
EFT143770	02/07/2020	REPLICA MEDALS & RIBBONS PTY LTD	Merchandise Order - Forts Store	\$ 107.80
EFT143925	10/07/2020	REXEL AUSTRALIA	Electrical Supplies - Conduit	\$ 725.73
EFT143604	25/06/2020	RICOH	Photocopier Charges	\$ 10,888.35
EFT143599	25/06/2020	RL PRESTAGE	Rates Refund	\$ 2,955.36
EFT143453	18/06/2020	RMI ENGINEERING & PLASMA CUTTING	Fabrication and Supply - Public Toilet Upgrade	\$ 6,917.00
EFT143605	25/06/2020	RMI ENGINEERING & PLASMA CUTTING	Fabrication and Supply - Public Toilet Upgrade	\$ 3,627.03
EFT143628	25/06/2020	ROBERT SUTTON	Councillor Allowances and Sitting Fees	\$ 2,935.63
EFT143927	10/07/2020	ROBERTS GARDINER ARCHITECTS	Refund	\$ 96.00
EFT143772	02/07/2020	RUSS EARTHMOVING	Ground Maintenance - Collingwood Park	\$ 330.00
EFT143548	25/06/2020	R DOWELL	Staff Reimbursement	\$ 19.95
EFT143534	25/06/2020	S COCKAYNE	Refund	\$ 70.00
EFT143776	02/07/2020	S LEFROY	Staff Reimbursement	\$ 5.00
EFT143612	25/06/2020	SANDIE SMITH	Councillor Allowances and Sitting Fees	\$ 2,935.53
EFT143544	25/06/2020	SANDRA DIXON	Professional Services - EAP	\$ 155.00
EFT143932	10/07/2020	SANITATION STATION	Sanitation Station - Foyer and Gym - ALAC	\$ 5,591.30
EFT143607	25/06/2020	SANITY MUSIC STORES PTY LTD	Stock of DVD's Library	\$ 171.95
EFT143457	18/06/2020	SCAVENGER SUPPLIES PTY LTD	Material Supplies - Fire Access Tracks	\$ 2,005.85
EFT143934	10/07/2020	SECUREPAY PTY LTD	Web Payments Secure Pay Transaction Fee	\$ 41.15
EFT143774	02/07/2020	SHIRE OF DENMARK	Seedlings for Lowland Reserve	\$ 400.00
EFT143609	25/06/2020	SHIRE OF EAST PILBARA	Certificates of Design Compliance - CPSP	\$ 750.00
EFT143775	02/07/2020	SIGMA CHEMICALS	Hydrochloric Acid - ALAC	\$ 283.36
EFT143458	18/06/2020	SKILL HIRE WA PTY LTD	Casual Staff/Apprentice Fees	\$ 1,375.97
EFT143610	25/06/2020	SKILL HIRE WA PTY LTD	Casual Staff/Apprentice Fees	\$ 1,144.38
EFT143935	10/07/2020	SKILL HIRE WA PTY LTD	Casual Staff/Apprentice Fees	\$ 2,070.77
EFT143459	18/06/2020	SKIPPER TRANSPORT PARTS	Fleet and Plant Repairs and Maintenance	\$ 2,106.43
EFT143936	10/07/2020	SKIPPER TRANSPORT PARTS	Vehicle Parts / Maintenance	\$ 1,159.48
EFT143419	18/06/2020	SMITH CONSTRUCTIONS WA	Albany Town Hall Repurposing - C19012	\$ 349,214.14
EFT143738	02/07/2020	SMITH CONSTRUCTIONS WA	Albany Town Hall Repurposing - C19012	\$ 293,740.50

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143460	18/06/2020	SOIL SOLUTIONS PTY LTD	Greenwaste - C12008 and Materials - C19008	\$ 29,295.41
EFT143613	25/06/2020	SOIL SOLUTIONS PTY LTD	Greenwaste - C12008 and Materials - C19008	\$ 703.15
EFT143937	10/07/2020	SOIL SOLUTIONS PTY LTD	Greenwaste - C12008 and Materials - C19008	\$ 51,884.48
EFT143462	18/06/2020	SOUTH CITY PAVING	Brick Paving - Aberdeen Street - Q19052	\$ 11,140.80
EFT143616	25/06/2020	SOUTH CITY PAVING	Brick Paving - Aberdeen Street - Q19052	\$ 16,104.00
EFT143463	18/06/2020	SOUTH COAST CRANE HIRE	Equipment Hire - Q19049	\$ 470.25
EFT143617	25/06/2020	SOUTH COAST CRANE HIRE	Equipment Hire - Q19049	\$ 156.75
EFT143779	02/07/2020	SOUTH COAST CRANE HIRE	Equipment Hire - Q19049	\$ 517.00
EFT143940	10/07/2020	SOUTH COAST CRANE HIRE	Equipment Hire - Q19049	\$ 1,351.63
EFT143778	02/07/2020	SOUTH COAST DIVING SUPPLIES	Supply Vessel, Skipper and Dive Team to Remove Swimming Enclosure	\$ 7,725.00
EFT143580	25/06/2020	SOUTH COAST WOODWORKS GALLERY	Retirement and Award Gifts	\$ 218.00
EFT143615	25/06/2020	SOUTHCOAST SECURITY SERVICE	Business Banking Services - C19018	\$ 988.35
EFT143777	02/07/2020	SOUTHCOAST SECURITY SERVICE	Business Banking Services - C19018	\$ 14,943.74
EFT143939	10/07/2020	SOUTHCOAST SECURITY SERVICE	Business Banking Services - C19018	\$ 36,707.46
EFT143957	10/07/2020	SOUTHERLY MAGAZINE	Advertising	\$ 330.00
EFT143806	10/07/2020	SOUTHERN PORTS	Annual Emu Point Groyne Lease	\$ 11.00
EFT143461	18/06/2020	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 228.50
EFT143614	25/06/2020	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 1,038.30
EFT143938	10/07/2020	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 168.77
EFT143941	10/07/2020	SPM ASSETS PTY LTD	SPM Assets Subscription License Aug-Oct 2020	\$ 6,814.13
EFT143464	18/06/2020	SPOTLIGHT PTY LTD	Supplies - VAC	\$ 67.16
EFT143781	02/07/2020	SPOT-ON RADIATOR SERVICE	Fleet and Plant Repairs and Maintenance	\$ 187.00
EFT143465	18/06/2020	SPURR OF THE MOMENT DESIGN	Re-Design 10 Great Walks Map	\$ 792.00
EFT143942	10/07/2020	SPURR OF THE MOMENT DESIGN	Re-Design 10 Great Walks Map	\$ 1,584.00
EFT143618	25/06/2020	STAR SALES AND SERVICE	Fleet and Plant Repairs and Maintenance	\$ 258.00
EFT143782	02/07/2020	STAR SALES AND SERVICE	Minor Plant Supply - Brushcutters	\$ 7,963.00
EFT143943	10/07/2020	STAR SALES AND SERVICE	Minor Plant Supply - Hedgetrimmers	\$ 110.00
EFT143619	25/06/2020	STATEWIDE BEARINGS	Fleet and Plant Repairs and Maintenance	\$ 50.51
EFT143571	25/06/2020	STATEWIDE RACKING & STORAGE SOLUTIONS	Hardware - Forts Store	\$ 1,359.80
EFT143882	10/07/2020	STATEWIDE RACKING & STORAGE SOLUTIONS	Pallet Racking - Sporting Complex	\$ 6,937.00
EFT143879	10/07/2020	STEPHEN W HUTCHINS	Refund	\$ 96.00
EFT143467	18/06/2020	STIRLING PRINT	Printing - Waste and Green Waste Passes 20/21	\$ 1,830.00
EFT143622	25/06/2020	STIRLING PRINT	Printing - Invitations/Cards/Poster, Naidoc Week	\$ 115.50
EFT143563	25/06/2020	STRATAGREEN	Landscaping Supplies	\$ 285.12
EFT143624	25/06/2020	SUGG'S TIMBER MACHINING	Supply Architrave - Visitors Centre	\$ 346.50
EFT143468	18/06/2020	SUNNY INDUSTRIAL BRUSHWARE	Supply Brooms for Sweepers	\$ 858.00
EFT143627	25/06/2020	SUPERCHEAP AUTOS	Two Way Radios - Emergency Response Plan	\$ 357.00
EFT143470	18/06/2020	SYNERGY	Electricity Charges	\$ 63,092.45
EFT143629	25/06/2020	SYNERGY	Electricity Charges	\$ 41,341.17
EFT143784	02/07/2020	SYNERGY	Electricity Charges	\$ 19,037.24
EFT143471	18/06/2020	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 2,538.20
EFT143631	25/06/2020	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 1,771.60

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143785	02/07/2020	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 2,589.58
EFT143946	10/07/2020	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 2,768.78
EFT143630	25/06/2020	T4 TECHNOLOGY PTY LTD	Lenovo ThinkPad - Insurance Recovery	\$ 835.00
EFT143786	02/07/2020	THE 12 VOLT WORLD	Fleet and Plant Repairs and Maintenance	\$ 137.75
EFT143948	10/07/2020	THE 12 VOLT WORLD	Fleet and Plant Repairs and Maintenance	\$ 26.00
EFT143721	02/07/2020	THE FIXUPPERY	Cleaning Services - Q18036	\$ 3,605.03
EFT143862	10/07/2020	THE FIXUPPERY	Cleaning Services - Q18036	\$ 1,180.51
EFT143888	10/07/2020	THE LAWN LOPPER	Lawn Mowing Services - Day Care Centre	\$ 240.00
EFT143586	25/06/2020	THE MUFFIN QUEEN	Catering - Workshops/Meetings	\$ 1,325.00
EFT143756	02/07/2020	THE MUFFIN QUEEN	Council Meeting Dinner 23/06/2020	\$ 625.00
EFT143456	18/06/2020	THE ROYAL LIFE SAVING SOCIETY WA INC	Monthly Fee - April 2020	\$ 568.10
EFT143771	02/07/2020	THE ROYAL LIFE SAVING SOCIETY WA INC	Lifeguard Requalification Enrolments	\$ 2,964.00
EFT143930	10/07/2020	THE ROYAL LIFE SAVING SOCIETY WA INC	Call Centre Charges	\$ 1,223.97
EFT143931	10/07/2020	THE ROYAL WESTERN AUSTRALIAN HISTORICAL SOCIETY	Annual Subscription 2020/2021	\$ 95.00
EFT143790	02/07/2020	THE UNIVERSITY OF WESTERN AUSTRALIA	Water Quality Sampling and Analysis	\$ 2,649.90
EFT143949	10/07/2020	THINKWATER ALBANY	Water Tank	\$ 10,866.07
EFT143950	10/07/2020	TIM WATERS DESIGN	Wayfinding Map Design	\$ 7,920.00
EFT143472	18/06/2020	TOLL TRANSPORT	Courier Services	\$ 955.47
EFT143634	25/06/2020	TOLL TRANSPORT	Courier Services	\$ 1,101.44
EFT143788	02/07/2020	TOLL TRANSPORT	Courier Services	\$ 308.72
EFT143947	10/07/2020	T-QUIP	Blue Beacon Switch	\$ 18.95
EFT143611	25/06/2020	TRACY SLEEMAN	Councillor Allowances and Sitting Fees	\$ 2,935.63
EFT143474	18/06/2020	TRISLEY'S HYDRAULICS SERVICES	Pool Maintenance - Q19018	\$ 6,521.01
EFT143952	10/07/2020	TRUCK CENTRE WA PTY LTD	Vehicle Parts	\$ 139.15
EFT143475	18/06/2020	TRUCKLINE	Fleet and Plant Repairs and Maintenance	\$ 588.04
EFT143476	18/06/2020	VALENTINO'S FLOWERS	Flower Arrangement	\$ 70.00
EFT143955	10/07/2020	VANCOUVER WASTE SERVICES PTY LTD	Waste Bin Hire	\$ 104.00
EFT143486	19/06/2020	VEND LIMITED	Software Subscription - POS	\$ 7,488.00
EFT143384	18/06/2020	WA BUSH HONEY	Stock - Visitors Centre	\$ 115.00
EFT143483	18/06/2020	WA HOLIDAY GUIDE PTY LTD	Completed Bookings Marketing Fee - April 2020	\$ 44.10
EFT143637	25/06/2020	WA LIBRARY SUPPLIES	Stationery Supplies	\$ 834.00
EFT143639	25/06/2020	WA NATURALLY PUBLICATIONS	Merchandise Order - Forts Store	\$ 252.00
EFT143584	25/06/2020	WA RANGERS ASSOCIATION INC	WARA Membership Renewal	\$ 720.00
EFT143954	10/07/2020	WA TYRE RECOVERY	Recycling Tyres - Hanrahan Waste Facility	\$ 400.22
EFT143958	10/07/2020	WALMSLEY BUILDING CO PTY LTD	Reimbursement of Overpayment	\$ 132.00
EFT143843	10/07/2020	WANDAGEE CONSULTING	Welcome to Country Performance	\$ 300.00
EFT143960	10/07/2020	WARCA INC	WARCA Membership Fee 20/21	\$ 16,500.00
EFT143959	10/07/2020	WARTHOG WA	Vehicle Parts - Washer	\$ 140.00
EFT143477	18/06/2020	WATER CORPORATION	Water Charges	\$ 606.44
EFT143640	25/06/2020	WAYFOUND	Interpretive Signage, Port to Emu Point Dual Use Path - Q19067	\$ 8,734.00
EFT143961	10/07/2020	WAYFOUND	Design and Artwork for Interpretative Signs	\$ 2,992.00
EFT143643	25/06/2020	WELSH AIRCONDITIONING SERVICES	Servicing Fridges - Hanrahan Waste Facility	\$ 1,100.00

**CITY OF ALBANY
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ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143794	02/07/2020	WESFARMERS LTD	Hand Sanitizer	\$ 5,544.00
EFT143481	18/06/2020	WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising	\$ 1,692.46
EFT143792	02/07/2020	WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising	\$ 330.00
EFT143645	25/06/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Coastal Hazard Planning Issues - Legal Opinion WALGA	\$ 1,650.00
EFT143653	29/06/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan Repayment	\$ 302,988.75
EFT143655	30/06/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan Repayment	\$ 382,285.74
EFT143657	01/07/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan Repayment	\$ 128,890.85
EFT143482	18/06/2020	WESTERN WORK WEAR	Safety Equipment - Hats/Ear Muffs	\$ 123.66
EFT143479	18/06/2020	WESTRAC EQUIPMENT PTY LTD	Fleet and Plant Repairs and Maintenance	\$ 2,216.83
EFT143644	25/06/2020	WESTRAC EQUIPMENT PTY LTD	Fleet and Plant Repairs and Maintenance	\$ 1,133.59
EFT143791	02/07/2020	WESTRAC EQUIPMENT PTY LTD	Fleet and Plant Repairs and Maintenance	\$ 187.91
EFT143963	10/07/2020	WESTRAC EQUIPMENT PTY LTD	Fleet and Plant Repairs and Maintenance	\$ 1,628.74
EFT143647	25/06/2020	WESTSHRED DOCUMENT DISPOSAL	Document Disposal	\$ 460.90
EFT143648	25/06/2020	WHITE AND WONG CATERING	Catering - Elected Members Budget Briefing	\$ 450.00
EFT143649	25/06/2020	WIDEBAND NETWORKS PTY LTD	Internet Charges - NBN	\$ 218.00
EFT143780	02/07/2020	WILLOAKE 353 PTY LTD	Supply of Native Seedlings	\$ 2,767.60
EFT143650	25/06/2020	WIRTGEN GROUP AUSTRALIA	Fleet and Plant Repairs and Maintenance	\$ 622.75
EFT143793	02/07/2020	WISE WORKPLACE	Workplace Investigation, Report and Transcription	\$ 11,674.92
EFT143965	10/07/2020	WOOLWORTHS GROUP LIMITED	Groceries - Day Care	\$ 1,794.56
EFT143484	18/06/2020	WREN OIL	Waste Disposal	\$ 126.50
EFT143966	10/07/2020	WREN OIL	Waste Disposal	\$ 269.50
EFT143795	02/07/2020	WURTH AUSTRALIA PTY LTD	Material Supply - Brakeclean	\$ 334.29
EFT143651	25/06/2020	YOUTH AFFAIRS COUNCIL OF WA	YACWA Annual Membership	\$ 165.00
EFT143485	18/06/2020	ZENITH LAUNDRY	Laundry Services/Hire	\$ 4.57
EFT143652	25/06/2020	ZENITH LAUNDRY	Laundry Services/Hire	\$ 6.77
EFT143797	02/07/2020	ZENITH LAUNDRY	Laundry Services/Hire	\$ 33.50
EFT143967	10/07/2020	ZENITH LAUNDRY	Laundry Services/Hire	\$ 22.51

\$ 5,955,429.02

Document Number	Description	Date Sent / Received
EDR20114916	Copy of Executed Document Item: N/A Re: Development Application for New Fireplace to be Installed Garrisons Restaurant, Heritage Listed Building Parties: Imperial Group Pty Ltd Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	16/06/2020
EDR20114918	Copy of Executed Document Item: N/A Re: Application for Development Approval at Lot 8 Baxteri Road, Cheynes Beach. Partial Enclosure of Existing Patio and New Patio. Leasing Approved Lt20208008. Parties: Michael Turner and Maureen Jackman Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	16/06/2020
EDR20115075	Copy of Executed Document Item: N/A Re: Claims for Road Projects Grants - Collingwood, Kojaneerup West, Lower Denmark Road Slk 0.8-1.45 Parties: Main Roads WA Signed By: Andrew Sharpe, Chief Executive Officer (1 Copy)	18/06/2020
EDR20115076	Copy of Executed Document Item: N/A Re: Cleanaway Invoice Parties: Cleanaway Signed By: Andrew Sharpe, Chief Executive Officer (1 Copy)	18/06/2020
EDR20115170	Copy of Executed Document Item: N/A Re: Award of Tender for C20004 - Landfill Water Monitoring and Reporting Services Parties: West Coast Analytical Services Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	22/06/2020
EDR20115292	Copy of Executed Document Item: N/A	24/06/2020

Document Number	Description	Date Sent / Received
	<p>Re: EOI for Middleton Golf Links. The project consists of the construction of off-road cycle paths on the following roads: - Middleton Road, for the intersection with Adelaide Cres Through to The Intersection with Flinders Pde, A distance of 504m connecting with the existing cycle lanes on Middleton Rd. - Golf Links Rd, from the intersection with Middleton Rd through to a point just north of the intersection with Wollaston Rd, A Distance of 220m, connecting with the existing cycle lanes that continue through to Emu Point. Total Project \$560,000 50/50 COA \$280,000.</p> <p>Parties: N/A</p> <p>Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)</p>	
EDR20115293	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: EOI for Henry Street Cycle Link - this project is part of a three phase project that will link Rufus Street, Adelaide Street and Henry Street. It Will fill one of the missing links in the cycle network. the work on Henry Street will connect the new connecting path on Adelaide Street to Chester Pass Road and provide additional connectivity between Albany Highway to Chester Pass Road. These works are planned to happen after the works on Rufus Street and Adelaide Street and is for design only (2022-23). Total Project Is \$10,000 50/50 COA \$5,000.</p> <p>Parties: N/A</p> <p>Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)</p>	24/06/2020
EDR20115294	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: EOI for Adelaide Street Cycle Link. This project is part of a three phase project that will link Rufus Street, Adelaide Street and Henry Street. It will fill one of the missing links in the cycle network. the work on Adelaide Street Will extend the existing 1.5m wide concrete path and provide additional connectivity between Albany Highway to Henry Street (which is a future project). These Works are planned to happen at the same time as the works on Rufus Street. Total Project \$300,000, 50/50 COA \$150,000</p>	24/06/2020

Document Number	Description	Date Sent / Received
	Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	
EDR20115295	Copy of Executed Document Item: N/A Re: EOI for Rufus Street Cycle Link. This Project is part of a three phase project that will link Rufus Street, Adelaide Street and Henry Street. It will fill in one of the missing links in the cycle network. Rufus Street will connect the existing 2.5m wide asphalt shared path on Albany Highway to The existing 1.5m wide concrete path on Adelaide Street improving cycle connections to the local school. this work will tie into proposed road upgrades being undertaken at the same time. Total Project \$360,000 50/50 Split COA Cash \$180,000. Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	24/06/2020
EDR20115296	Copy of Executed Document Item: N/A Re: EOI for Marine Drive. Design (2021/22) and construction (2022/23) of a shared path along Burgoyne Road, Marine Drive and Forts Road, connecting the existing shared path on Brunswick Road with the existing shared path along Forts Road at its intersection with Apex Drive. Total Project \$630,000 50/50 COA \$315,000 Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	24/06/2020
EDR20115297	Copy of Executed Document Item: N/A Re: EOI for Marley Place. Design (2021/22) and construction (2022/23) of a shared path to connect Ulster Road to Hardie Road via Bardley Road and Maley Place, providing a missing link in Spencer Park. Total Project \$210,000 50/50 COA \$105,000. Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	24/06/2020
EDR20115298	Copy of Executed Document Item: N/A	24/06/2020

Document Number	Description	Date Sent / Received
	<p>Re: Bayview - Design (2021/22) and construction (2022/23) of a shared path that will provide a missing link from the end of the red asphalt shared pathway on Bay View Drive that takes cyclists around the harbour. The current path ends at Bay View Drive just past Stubbs Road directing the rider and pedestrian on to the road. This path connects the end of the current path to the shop on Frenchman Bay Road. Total Project \$410,000 50/50 COA \$205,000.</p> <p>Parties: N/A</p> <p>Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)</p>	
EDR20115299	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: EOI Seymour / Nelson / McLeod Share Path - Design (2021-22) and construction (2022-23) of a shared path to connect the existing path on Seymour Street through to Nelson Street, Wakefield Crescent and McLeod Street to provide a missing link in Mira Mar. Project \$430,000 50/50 COA \$215,000.</p> <p>Parties: N/A</p> <p>Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)</p>	24/06/2020
EDR20115345	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: Road Traffic Act Nomination</p> <p>Parties: N/A</p> <p>Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)</p>	25/06/2020
EDR20115346	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: Aerodrome Drug & Alcohol Management Plan: CASA requirement in addition to the City of Albany's Drug & Alcohol Management Policy:</p> <p>Note: The Senior ARO, Anna Page is the appointed contact officer.</p> <p>Parties: CASA</p> <p>Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)</p>	25/06/2020
EDR20115347	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: Application for amendment to Hanrahan Landfill Licence to become a Paintback collection site. As a collection site paint from residents and</p>	25/06/2020

Document Number	Description	Date Sent / Received
	businesses would be collected and stored prior to transport for recycling. https://www.paintback.com.au . Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	
EDR20115393	Copy of Executed Document Item: N/A Re: Application to Southern Ports for New Years Eve Family Picnic and Fireworks 2020 For \$10,000 Parties: Southern Ports Signed By: Duncan Olde A/Chief Executive Officer (1 Copy)	25/06/2020
EDR20115394	Copy of Executed Document Item: N/A Re: Application to Southern Ports for Middleton Beach Festival 20201 For \$10,000 Parties: Southern Ports Signed By: Duncan Olde, A/Chief Executive Officer (1 Copy)	25/06/2020
EDR20115395	Copy of Executed Document Item: N/A Re: Application to Development WA for \$5,000 towards the Middleton Beach Festival 2021 Parties: Development WA Signed By: Duncan Olde, A/Chief Executive Officer (1 Copy)	25/06/2020
EDR20115502	Copy of Executed Document Item: N/A Re: Second Claim for Road Project Grant - Millbrook Road Slk 0.0-1.43 amended final claim Collingwood Parties: Main Roads Signed By: Andrew Sharpe, Chief Executive Officer (1 Copy)	29/06/2020
EDR20115801	Copy of Executed Document Item: N/A Re: Draft Bushfire Risk Management Plan - City of Albany Parties: Department of Fire and Emergency Services Signed By: Andrew Sharpe, Chief Executive Officer (1 Copy)	02/07/2020

Document Number	Description	Date Sent / Received
EDR20115829	Copy of Executed Document Item: N/A Re: Application for development approval for public sign shelter at Emu Point, as part of the Port to Point Interpretive Trail. Major Projects and Media Are Aware of This Project. Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	06/07/2020
EDR20115885	Copy of Executed Document Item: N/A Re: Expression of interest successful. Application (Full Proposal) to the Department of Transport WA Bicycle Network Grants 2020-21/2021-22 for funding of the Lockyer Ave to Campbell Road connection to the cycle path network. Total Project Cost: \$370,000, COA Contribution: \$185,000, no other contributions. Funding Requested \$185,000. Parties: Department of Transport Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	07/07/2020
EDR20115888	Copy of Executed Document Item: N/A Re: Better Bins Plus; Go Fogo Grant Application \$456,930 Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	07/07/2020
EDR20115960	Copy of Executed Document Item: N/A Re: Better Bins Plus; Go Fogo Grant Application \$230,280. Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	08/07/2020
EDR20115988	Copy of Executed Document Item: N/A Re: Development Application - Albany Youth Challenge Park, Centennial Park Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copies)	09/07/2020

Document Number	Description	Date Sent / Received
EDR20115992	Copy of Executed Document Item: N/A Re: The Department of Planning, Lands & Heritage have Divested Reserve 33476 (Lot 7333) and sold this land to the City of Albany for on-sale to the adjoining landowners (as requested by them in 2012). A letter of offer now needs the signature of the Chief Executive Officer Parties: Joseph & Patricia La Bianca Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	09/07/2020
EDR20115994	Copy of Executed Document Item: N/A Re: Certificate of Completion for Direct Grants Parties: Main Roads Signed By: Andrew Sharpe Chief Executive Officer	09/07/2020
EDR20116007	Copy of Executed Document Item: N/A Re: Monthly Cleanaway Invoice Parties: Cleanaway Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	09/07/2020
EDR20116177	Copy of Executed Document Item: SCM021 9 April 2020 Re: Application assessment approval for 1 April 2020 - 30 June 2020 Covid-19 Rent Concessions Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	14/07/2020
EDR20116179	Copy of Executed Document Item: N/A Re: Airport Transport Security Plan reviewed and amended; required under Australian Transport Security Act and Regulations, format, font, layout - prescribed. Parties: N/A Signed By: Andrew Sharpe Chief Executive Officer (1 Copy)	14/07/2020
NCSR20115207	Copy of Common Seal Document Item: N/A	23/06/2020

Document Number	Description	Date Sent / Received
	<p>Re: Signing of Contracts for C20003(B) (D) & (E) Panel of Suppliers - Road Building Materials.</p> <p>Parties: (B) Albany Industrial Services (D) Palmer Civil (E) AD Contractors</p> <p>Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (3 Copies)</p>	
NCSR20115348	<p>Copy of Common Seal Document</p> <p>Item: N/A</p> <p>Re: Signing of contracts for C20005 Design & Construct - Grounds Maintenance Shed</p> <p>Parties: MCB Construction Pty Ltd</p> <p>Signed By: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (2 Copies)</p>	25/06/2020
NCSR20115479	<p>Copy of Common Seal Document</p> <p>Item: Ordinary Council Meeting 09 April 2020 Scm021</p> <p>Re: Council at Special Council Meeting 9 April 2020 Approved temporary rent concessions, community, sporting and other not for profit tenancies. rent concession application assessed and approved for \$289.02 (Inclusive of GST). Deed of variation for rent concession due to Covid-19</p> <p>Parties: Albany Historical Society Inc.</p> <p>Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (2 Copies)</p>	29/06/2020
NCSR20115480	<p>Copy of Common Seal Document</p> <p>Item: Ordinary Council Meeting 09 April 2020 Scm021</p> <p>Re: Council at Special Council Meeting On 9 April 2020 Approved temporary rent concessions to commercial, community, sporting and other not for profit tenancies. Rent concession application assessed and approved at \$280.78 (GST Inclusive). Deed of variation for rent concessions due to Covid-19</p> <p>Parties: Surf Life Saving Club Inc.</p> <p>Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (2 Copies)</p>	29/06/2020

Document Number	Description	Date Sent / Received
NCSR20115573	<p>Copy of Common Seal Document Item: CCS Meeting 25 February 2020 Ccs213 Re: Council at meeting on 25 February 2020 approved a variation of licence for Centennial Stadium Inc. To vary the current community licence to improve their financials and to support the organisational and facility management of the stadium by CSI and to make the arrangements to pay the outstanding monies owed to the City. This was also an opportunity to update the licence to reflect City requirements. Parties: Centennial Stadium Inc. with Royals Football and Sporting Club Inc. and Albany Football and Sporting Club Inc. as guarantors. Signed By: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (2 Copies)</p>	30/06/2020
NCSR20115677	<p>Copy of Common Seal Document Item: N/A Re: Deed of variation of lease, further term of 5 years under Delegated Authority 2020:2019 for the Scout Association of Australia, Western Australian Branch. Deed of variation prepared by City's lawyer at City cost. Parties: The Scout Association of Australia, Western Australian Branch Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (2 Copies)</p>	01/07/2020
NCSR20115956	<p>Copy of Common Seal Document Item: N/A Re: Restrictive covenant advising reticulated sewerage is not available to the lots. An Approved ATU is required as part of development to the satisfaction of the Local Government and Department of Health. A mains potable water supply is not available to the lot. A rainwater tank of 92,000 litres is required as per the Kalgan Rural Village Structure Plan. Parties: Frederick Raymond Douglas Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (1 Copy)</p>	08/07/2020

Document Number	Description	Date Sent / Received
NCSR20115958	Copy of Common Seal Document Item: N/A Re: Signing of Contracts for C20003(A) & (C) Panel of Suppliers - Road Building Materials Parties: (A) Nigel Palmer Earthmoving (C) Hanson Construction Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (2 Copies)	08/07/2020
NCSR20115989	Copy of Common Seal Document Item: Ordinary Council Meeting 09 April 2020 SCM021 Re: Council at Special Council Meeting On 9 April 2020 approved temporary rent concessions to commercial, community, sporting and other not for profit tenancies. Rent concessions application assessed and approved for \$4,291.90 (Inclusive of GST). Deed of Variation for rent concessions due to Covid-19. Parties: Darren Wynne Russell & Linda Jane Russell - Emu Point Slipway Services Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (2 Copies)	09/07/2020
NCSR20115993	Copy of Common Seal Document Item: N/A Re: Signing of contracts for RC20004 - Landfill Water Monitoring and Reporting Services Parties: West Coast Analytical Services Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (2 Copies)	09/07/2020
NCSR20115996	Copy of Common Seal Document Item: Ordinary Council Meeting 9 April 2020 SCM021 Re: Council at Special Council Meeting on 9 april 2020 approved temporary rent concessions to commercial, community, sporting and other not for profit tenancies. Rent concession application assessed and approved for \$5,436.33 (inclusive of GST). Deed of variation for rent concessions due to Covid-19 Parties: Darren Wayne Russell & Linda Jane Russell T/A Emu Point Marine Services	09/07/2020

Document Number	Description	Date Sent / Received
	Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (2 Copies)	
NCSR20116152	Copy of Common Seal Document Item: N/A Re: Request for consent to proposed Stormwater Easement. The stormwater drain will feed into the COA's drainage basin located along Le Grande Ave. Parties: McDonalds Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (1 Copy)	14/07/2020
NCSR20116174	Copy of Common Seal Document Item: Ordinary Council Meeting 9 April 2020 SCM021 Re: Council at Special Council Meeting On 9 April 2020 approved temporary rent concessions to commercial, community, sporting and other not for profit tenancies. Rent concession application assessed and approved for \$289.02 (inclusive of GST). Deed of variation for rent concession due to Covid-19. Parties: Albany Women's Rest House Association Inc. Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (2 Copies)	14/07/2020
NCSR20116176	Copy of Common Seal Document Item: N/A Re: New community lease (renewal) to Bornholm-Kronkup Community Centre Inc. approved under Delegated Authority 2020:019 Parties: Bornholm-Kronkup Community Centre Inc. Signed By: Andrew Sharpe Chief Executive Officer And Dennis Wellington Mayor (2 Copies)	14/07/2020

City of Albany
 DIRECTOR COMMUNITY SERVICES
 ALBANY HERITAGE PARK
 For the Period Ended June 2020

\$	2017/18 Actuals	2018/19 Actuals	2019/20 Current Budget	2019/20 YTD Budgets	2019/20 YTD Actuals	2019/20 YTD Variance
TOTAL ALBANY HERITAGE PARK						
Operating Income	1,565,575	1,784,483	1,419,000	1,419,000	1,164,867	(254,133)
Cost of Goods Sold	(260,065)	(312,925)	(252,000)	(252,000)	(183,802)	68,198
Operating Expenditure	(658,290)	(808,270)	(930,078)	(930,078)	(806,807)	123,271
Net Operating Income/(Expense) before Indirect Costs	647,220	663,288	236,922	236,922	174,258	(62,664)
Indirect Costs	(862,675)	(795,743)	(869,382)	(869,382)	(773,516)	95,866
Net Operating Income/(Expense)	(215,455)	(132,455)	(632,460)	(632,460)	(599,258)	33,202
Capital Income	0	228,368	228,368	228,368	0	(228,368)
Capital Expenditure	(2,841)	0	(996,205)	(996,205)	(578,551)	417,654
Grand Total	(218,296)	95,913	(1,400,297)	(1,400,297)	(1,177,809)	222,488

\$	2017/18 Actuals	2018/19 Actuals	2019/20 Current Budget	2019/20 YTD Budgets	2019/20 YTD Actuals	2019/20 YTD Variance
NATIONAL ANZAC CENTRE						
Operating Income	1,037,295	1,185,681	915,000	915,000	778,039	(136,961)
Operating Expenditure	(358,723)	(463,556)	(582,589)	(582,589)	(442,268)	140,321
Net Operating Income/(Expense) before Indirect Costs	678,572	722,125	332,411	332,411	335,771	3,360
Indirect Costs	(212,912)	(202,545)	(221,454)	(221,454)	(182,028)	39,427
Net Operating Income/(Expense)	465,660	519,580	110,957	110,957	153,743	42,787
Capital Expenditure	0	0	(730,000)	(730,000)	(314,221)	415,779
Total	465,660	519,580	(619,043)	(619,043)	(160,478)	458,566

\$	2017/18 Actuals	2018/19 Actuals	2019/20 Current Budget	2019/20 YTD Budgets	2019/20 YTD Actuals	2019/20 YTD Variance
RETAIL						
Operating Income	473,006	517,603	395,000	395,000	344,636	(50,364)
Cost of Goods Sold	(260,065)	(312,925)	(252,000)	(252,000)	(183,802)	68,198
Gross Profit	212,941	204,678	143,000	143,000	160,834	17,834
Operating Expenditure	(211,878)	(247,979)	(219,843)	(219,843)	(243,939)	(24,096)
Net Operating Income/(Expense) before Indirect Costs	1,063	(43,301)	(76,843)	(76,843)	(83,105)	(6,262)
Indirect Costs	(200,768)	(185,980)	(200,346)	(200,346)	(185,139)	15,208
Net Operating Income/(Expense)	(199,705)	(229,281)	(277,189)	(277,189)	(268,244)	8,945
Total	(199,705)	(229,281)	(277,189)	(277,189)	(268,244)	8,945

\$	2017/18 Actuals	2018/19 Actuals	2019/20 Current Budget	2019/20 YTD Budgets	2019/20 YTD Actuals	2019/20 YTD Variance
FORTRESS						
Operating Income	11,671	19,279	27,000	27,000	9,369	(17,631)
Operating Expenditure	(87,689)	(96,735)	(127,646)	(127,646)	(120,600)	7,046
Net Operating Income/(Expense) before Indirect Costs	(76,018)	(77,456)	(100,646)	(100,646)	(111,231)	(10,585)
Indirect Costs	(224,179)	(203,237)	(223,429)	(223,429)	(202,741)	20,688
Net Operating Income/(Expense)	(300,197)	(280,693)	(324,075)	(324,075)	(313,972)	10,103
Capital Income	0	228,368	228,368	228,368	0	(228,368)
Total	(300,197)	(52,325)	(95,707)	(95,707)	(313,972)	(218,265)

\$	2017/18 Actuals	2018/19 Actuals	2019/20 Current Budget	2019/20 YTD Budgets	2019/20 YTD Actuals	2019/20 YTD Variance
ALBANY HERITAGE PARK PRECINCT						
Operating Income	43,603	61,920	82,000	82,000	32,823	(49,177)
Operating Expenditure	0	0	0	0	0	0
Net Operating Income/(Expense) before Indirect Costs	43,603	61,920	82,000	82,000	32,823	(49,177)
Indirect Costs	(224,816)	(203,981)	(224,153)	(224,153)	(203,609)	20,544
Net Operating Income/(Expense)	(181,213)	(142,061)	(142,153)	(142,153)	(170,786)	(28,633)
Capital Expenditure	(2,841)	0	(266,205)	(266,205)	(264,330)	1,875
Total	(184,054)	(142,061)	(408,358)	(408,358)	(435,116)	(26,758)



NATIONAL
ANZAC
CENTRE

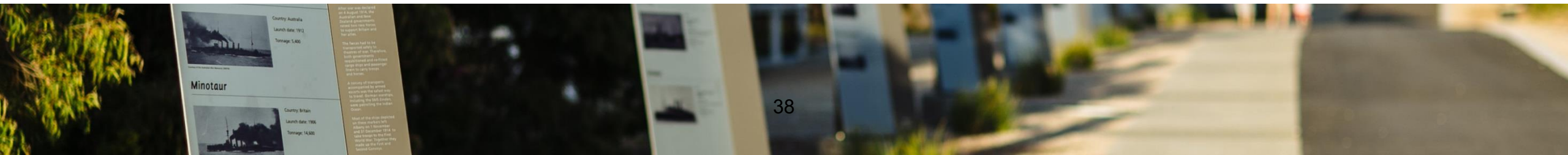
REPORT ITEM CCS279 REFERS TO



National Anzac Centre
CCS Committee
Q4 2019/20 Update

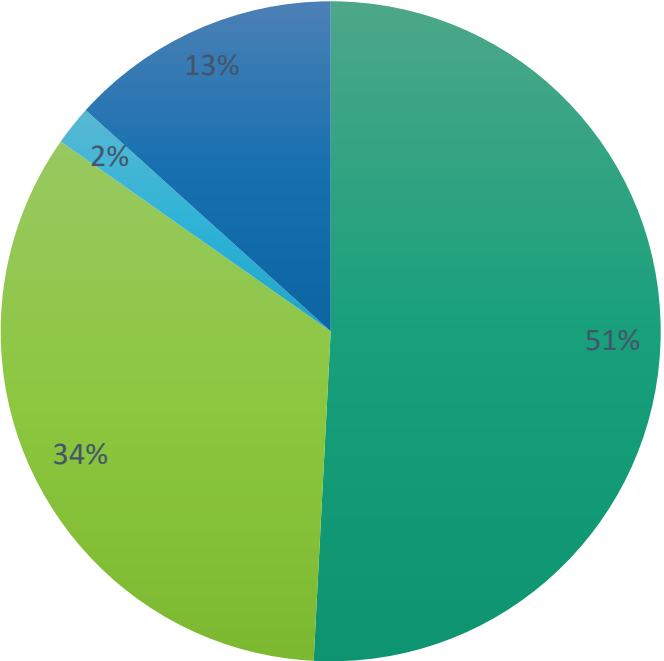
NATIONAL ANZAC CENTRE VISITATION Q4

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
2014/15	0	0	0	0	10 001	6 433	9 778	5 855	8 735	11 246	5 707	3 420	61 175
2015/16	5 047	3 402	5 575	6 646	5 442	5 714	9 777	4 526	7 444	6 945	3 905	3 264	67 687
2016/17	4 300	2 928	5 616	6 016	4 440	5 123	7 639	4 192	5 751	7 534	4 143	2 952	60 634
2017/18	3 927	3 296	6 242	6 576	4 100	4 721	7 336	4 305	5 430	7 228	3 765	2 383	59 309
2018/19	3 329	2 620	5 324	6 760	4 950	4 868	8 078	5 006	8 303	10 289	3424	2514	65 465
2019/20	3 327	3 095	5 005	6427	3776	4643	7092	3606	3731	0	0	1651	42,353
TOTAL													356,623



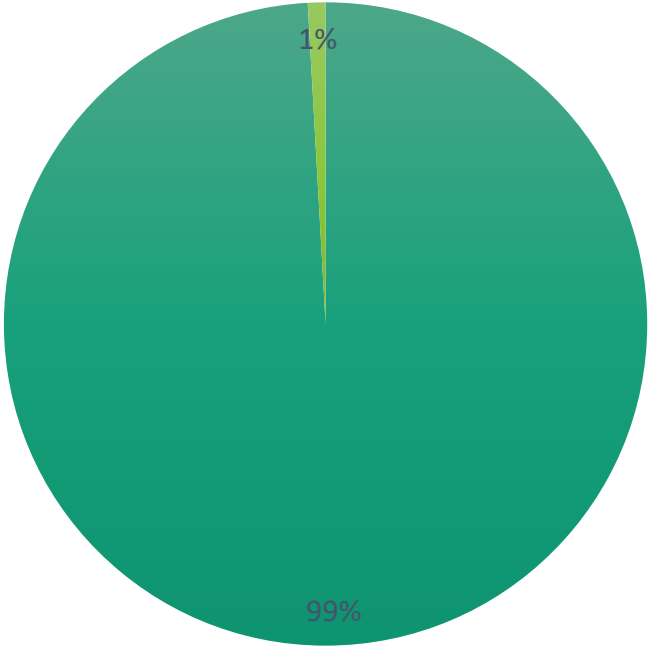
NATIONAL ANZAC CENTRE VISITATION Q4

Visitation Type Summary



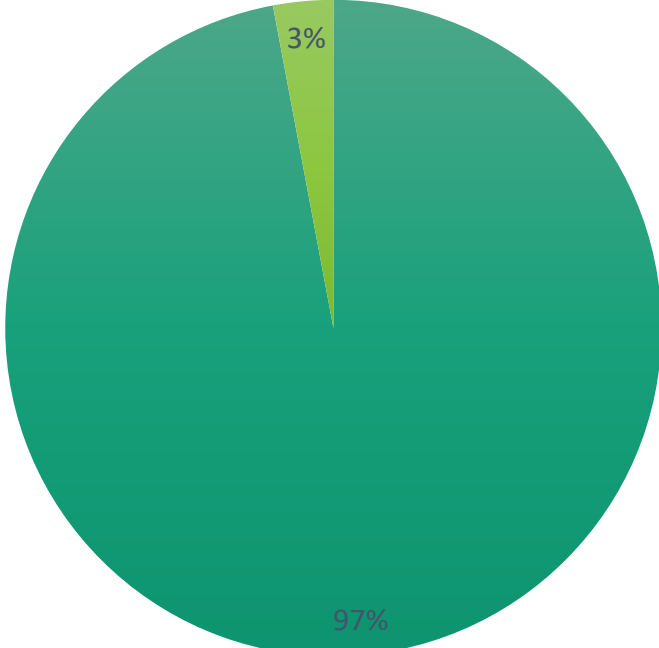
■ Adult ■ Concession ■ Student ■ Child

Australian / International



■ Australian ■ International

WA / Interstate



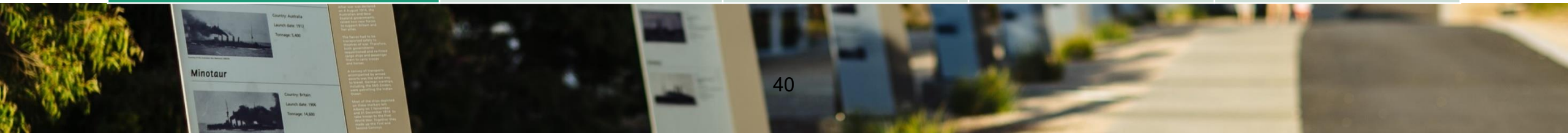
■ Western Australia ■ Interstate

Great Southern Detail

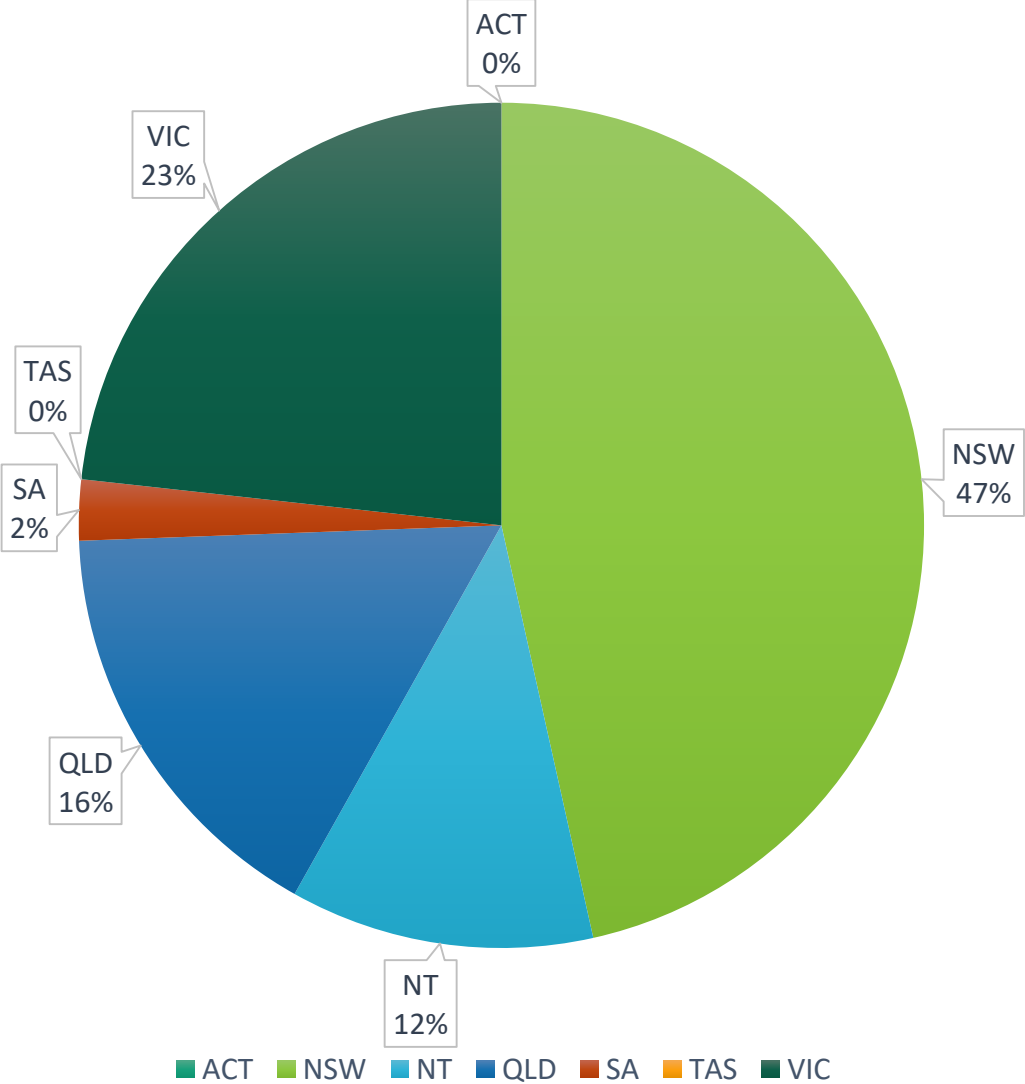
Great Southern Detail	Q4			
	April	May	June	Total
ALBANY	0	0	30	30
DENMARK	0	0	7	7
DUMBLE/LAKE GRACE	0	0	2	2
FRANK/ROCK GULLY	0	0	0	0
GNOWERANGERUP	0	0	0	0
MTBARKER/SOUTHSTIRLING	0	0	0	0
NARRIKUP/WELLSTEAD	0	0	0	0
PINGRUP	0	0	0	0
NYABING	0	0	0	0
WOODANILING/KATANNING	0	0	5	5
	0	0	44	44

Australian / International

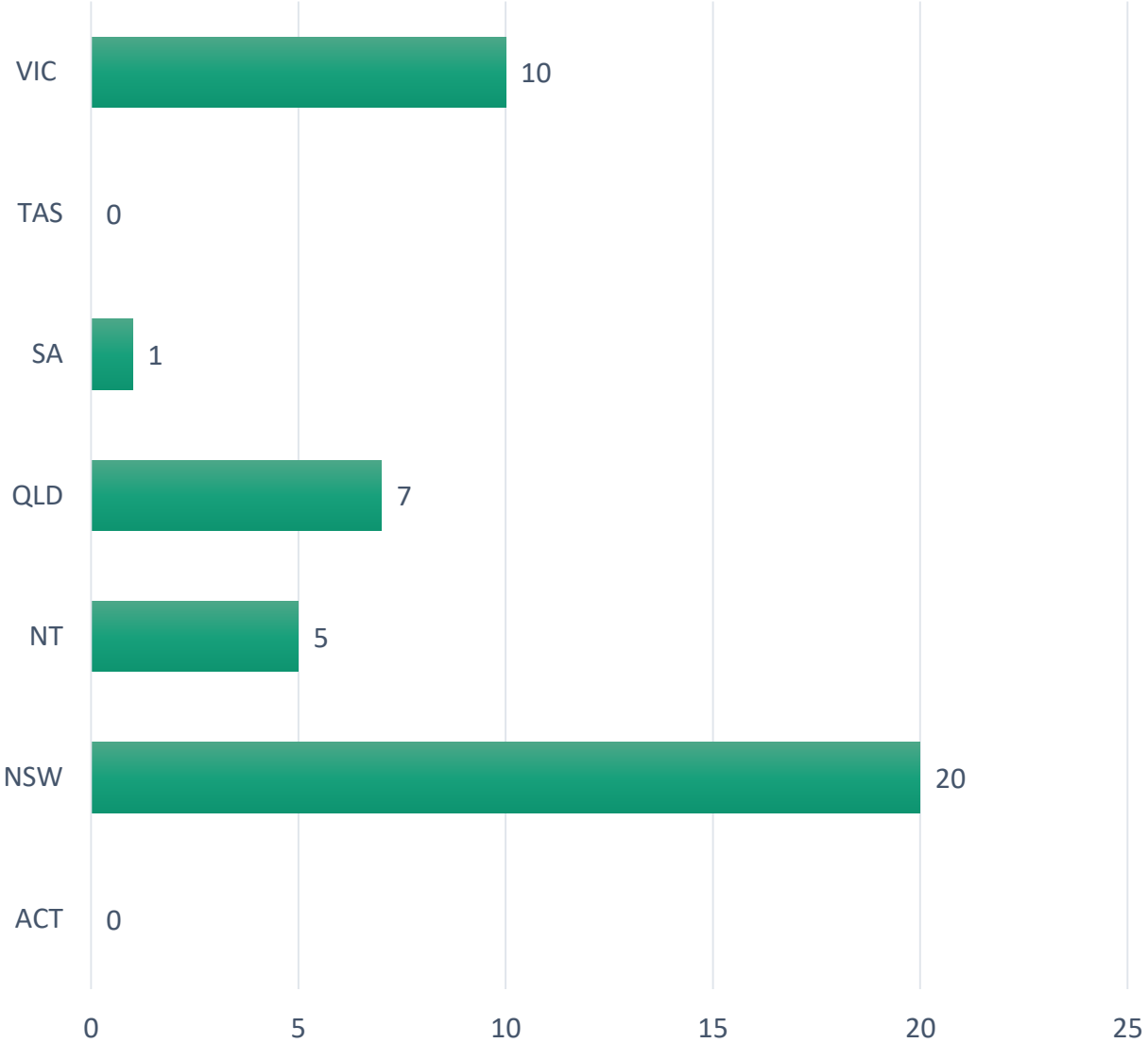
	April	May	June	Total
AUSTRALIA	0	0	1,456	1,456
INTERNATIONAL	0	0	13	13



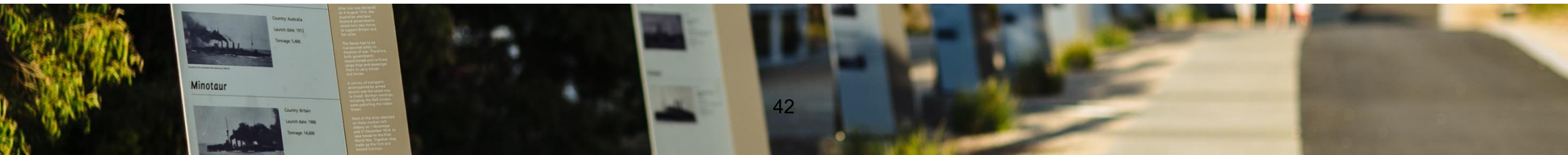
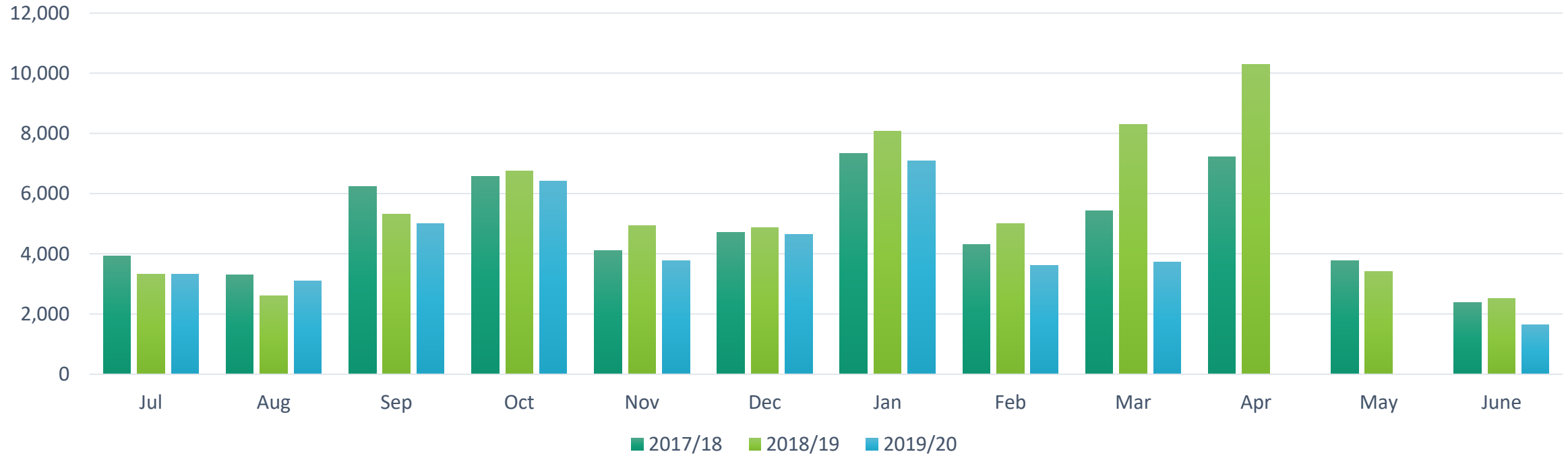
Interstate Detail April – June 2020



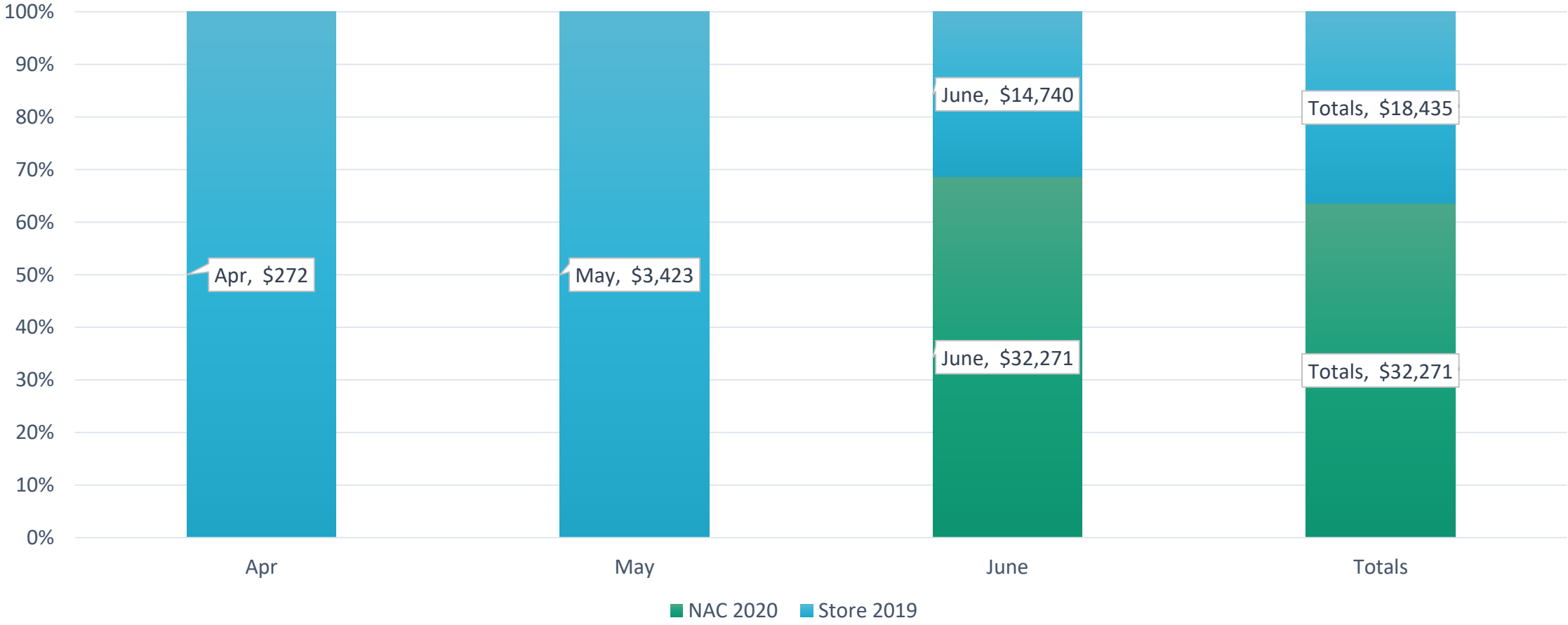
Interstate Detail April – June 2020



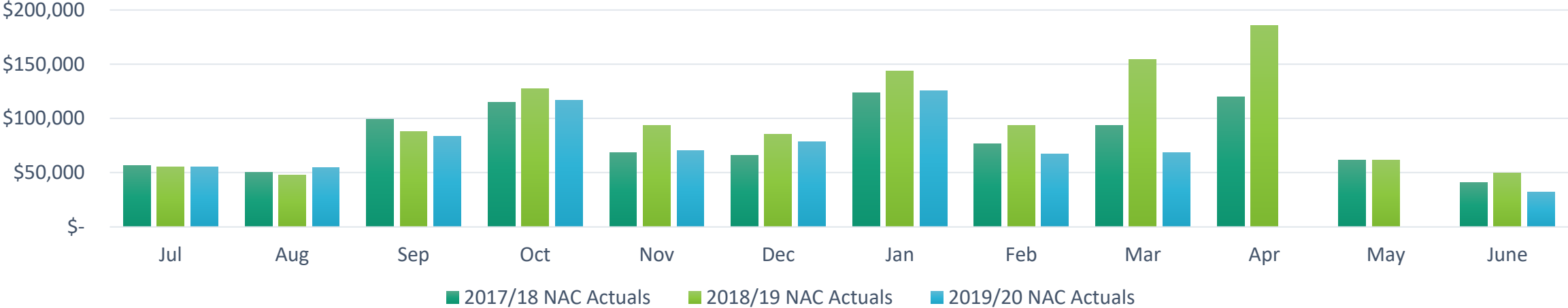
Visitation - Financial Year Comparisons 2017/18 - 2019/20



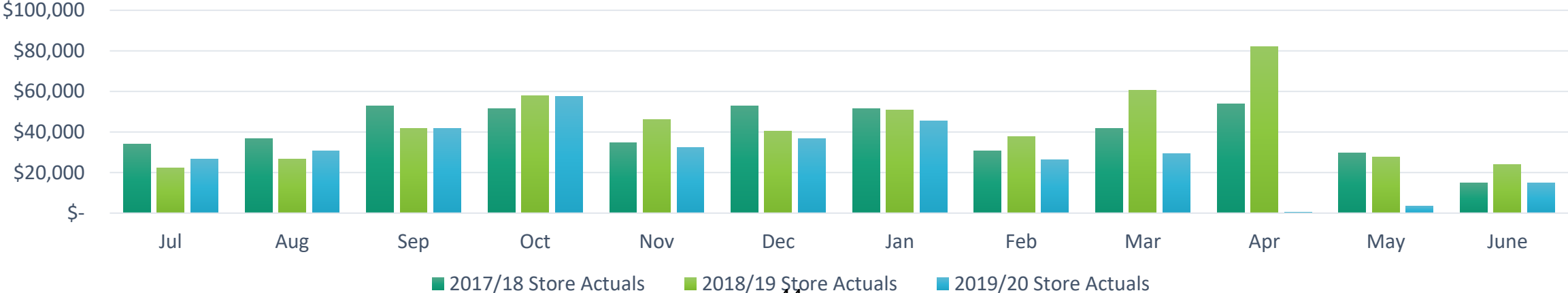
NAC / Store % of Total Q4



NAC Revenue - Financial Year Comparisons 2017/18 - 2019/20



Store Revenue - Financial Year Comparisons 2017/18 - 2019/20



LOCAL LEGENDS UPDATE – 5,204 members

NEW MEMBERSHIPS DURING Q4	April / May / June
Adult Members	55
Concession Members	18
Child Members	6
Total	79

MEMBERS VISITING DURING Q4	April	May	June
Adult Visitation	0	0	22
Concession Visitation	0	0	8
Child Visitation	0	0	2
Total	0	0	32

Number of additional paying visitors attending with a League of Local Legends member. (10% discount)	0	0	25
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JOIN THE EXCLUSIVE PROGRAM
THAT ONLY REQUIRES ONE THING...

LIVING IN THE
AMAZING SOUTH COAST

MEMBERSHIP NOW INCLUDES

ALBANY
PLANTAGENET
DENMARK
JERRAMUNGUP

BENEFITS OF MEMBERSHIP

- 50% DISCOUNT ON STANDARD ENTRY PRICES TO THE NATIONAL ANZAC CENTRE
- FREE ENTRY WHEN CHAPERONING A PAYING VISITOR
- 10% DISCOUNT FOR ANY VISITORS ACCOMPANYING YOU
- 10% DISCOUNT ON PURCHASES AT THE FORTS STORE
- SPECIAL OFFERS AT GARRISON RESTAURANT

SIGN UP ONLINE
www.nationalanzaccentre.com.au/locallegends

BROUGHT TO YOU
BY THE NATIONAL
ANZAC CENTRE



Q4 2019/20 HIGHLIGHTS

- Online NAC website ticketing– 47 tickets sold (all in June)
- Exceeded 356,623 visitors since opening.
- Local Legends program continues with strong growing membership - 5,204 to date
- 0 school groups due to COVID. Since our June re-opening 10 school enquiries/bookings for site visits between July and December
- *Hidden Stories of the Fortress* Grant works slightly pushed back due to COVID – On track for a September opening of PRF works completed in this grant.
- 'Information Hub' activity/educational sheets for children and families now on website and accessible to public.
- 0 Amazing South Coast Passes sold (3 way pass) due to COVID – these passes are available again as of July 1st 2020
- NAC refresh Phase 1 works – slightly held back due to COVID
- Convoy Table rebuild – successfully installed 3 July
- 1100 people participated in the Princess Royal Fortress tour, facilitated by volunteers
- 0 cruise ship visits/Gun salutes – due to COVID
- NAC closed under Federal Government direction due to COVID19 – closed 23rd March 1pm
- Volunteer services on hold until September 2020
- Implemented cost neutral recommendations to Fort Store retail area during closure period.
- NAC re-opened 6 June under Federal Government Covid Safety Plan guidelines – CLOSED MONDAYS
- Installed hands free Sanitation Station in the entrance of NAC
- Signature Experience 3rd and final year of membership cancelled due to COVID and unknown time frame for international travel to recommence.



REPORT ITEM CCS279 REFERS TO



2019/20 Focus

- Implementation of Marketing Strategy
- Industry night for tourism and education sectors – on hold due to COVID
- Planning for new precinct wider interpretive technology
- Website update
- Albany Heritage Park Master Planning
- Phase 1 of Refresh of National Anzac Centre, in partnership with WA Museum
- Marketing the experience visiting the NAC PRF & Forts Store
- Hidden Stories of the Fortress – Linking the ANZACS Spirit, grant works
- Cruise Ship visitation – on hold due to COVID
- Amazing South Coast Pass packages
- Signature Experience – cancelled



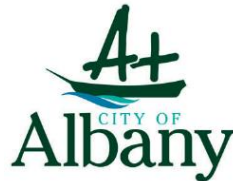


NATIONAL
ANZAC
CENTRE

REPORT ITEM CGS279 REFERS TO



Thank you



DELEGATED AUTHORITY

WRITE OFF RATE DEBT

Delegation: 2020:022 – Administer Rate Collection (Recover and Write Off Rate Debt, Administer Rating Exemptions)

Adopted: OCM 22/02/2020 Resolution AR071

Delegated Power:

1. Waive, grant concessions or write off any 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.

Condition of Delegation:

- (a) Write Off Debt (monies owed):
 - Maximum \$10,000. Finance Officers – Rates: 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 Community and Corporate Services Committee on an annual basis on the exercise of this delegation.

Rate Debt Write Off balance of \$2,260.07 for the period 01/07/2019 to 30/06/2020.

As per the attached list.

Duncan Olde
Executive Director Corporate & Commercial Services

21/7/2020

REPORT ITEM CCS280 REFERS TO

A100105	3.15
A100353	0.73
A100448	0.65
A100597	0.57
A100808	0.17
A101062	0.72
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A101210	0.10
A101369	3.58
A101517	2.36
A101684	2.55
A101701	0.11
A101909	2.38
A101913	2.60
A102028	2.42
A102032	4.90
A10205	1.13
A102587	0.01
A102799	0.03
A102852	0.39
A102866	4.41
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A102979	3.60
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A10322	0.03
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A103575	1.87
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A103773	1.57
A103840	0.78
A104004	0.35
A104022	0.18
A104040	4.34
A104135	3.73
A104252	3.91
A104577	1.33
A104658	2.56
A104923	1.00
A105119	0.24
A10520	0.09
A105399	0.96
A105713	0.87
A105844	0.91
A105957	4.34
A106125	3.65
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A106698	1.43
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A106864	4.63
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A107212	0.12
A107226	2.79
A10778	4.49
A107929	2.86
A108066	0.07
A108327	0.50
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A108610	5.39
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A109090	2.22
A109216	0.06
A10958	1.45
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A109874	0.82
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A109991	0.08
A110003	0.62
A11009	0.27
A110198	0.10
A11031	2.67
A110639	0.01
A110855	0.84
A110940	0.61
A111005	0.30
A111122	0.05
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A111429	0.60
A111451	0.12
A111762	0.01
A111811	0.46
A112057	3.12
A112219	0.11
A112255	1.86
A112403	4.48
A112548	2.53
A11257	2.12
A112601	4.62
A112651	1.95
A112908	0.10
A112944	2.95
A113059	0.39
A113207	2.13
A113504	0.23

A11356	0.08
A113617	0.44
A113635	0.65
A11392	4.55
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A115053	1.74
A115459	0.55
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A115594	3.52
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A11603	0.64
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A116087	2.59
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A116190	2.22
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A116960	0.07
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A117223	0.47
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A118095	0.93
A118126	1.95
A118158	4.89
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A118590	2.19
A118653	0.18
A118932	0.55
A118996	3.84
A119263	0.97
A11950	3.70
A119538	1.27
A119574	0.47
A119588	0.06
A119619	0.08
A119623	0.10
A120181	0.08
A120294	0.70
A120361	0.96
A120555	2.66
A12097	0.60
A121002	0.49
A121048	0.53

REPORT ITEM CCS280 REFERS TO

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A121232	0.09
A121507	1.33
A121741	3.76
A121967	1.41
A122121	0.11
A12213	0.49
A12231	0.70
A122333	6.26
A122513	0.16
A122612	0.19
A122725	0.33
A122842	0.66
A122969	3.25
A123060	2.85
A123254	2.66
A123529	0.01
A123614	2.04
A123808	1.35
A123961	2.30
A124030	2.77
A124062	2.23
A124369	0.34
A124599	0.41
A125109	2.08
A125343	2.72
A125622	1.35
A125965	2.86
A126129	0.54
A126151	1.13
A126539	4.57
A126575	0.07
A126953	0.16
A127270	0.25
A127694	1.79
A127905	2.65
A128010	0.33
A128137	2.48
A128579	0.01
A128646	0.09
A12871	0.08
A129111	1.10
A129193	2.49
A129224	3.62
A12948	4.14
A129571	0.01
A129666	0.62

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A130089	1.54
A130287	1.20
A130386	0.55
A130390	0.49
A130881	0.16
A131045	1.42
A131441	0.27
A131586	3.09
A131603	0.16
A131617	2.62
A13184	0.67
A131914	0.47
A132015	1.17
A132029	4.92
A132281	0.38
A132376	3.12
A132380	0.16
A132439	0.40
A13247	2.78
A13265	15.74
A132718	3.34
A133102	0.54
A133409	0.03
A133477	2.86
A133742	0.84
A13409	0.06
A134221	1.03
A134500	3.99
A134613	4.98
A134681	0.58
A134839	3.49
A134906	0.58
A134910	3.69
A134942	0.82
A134988	0.42
A135007	0.52
A135025	2.46
A135219	1.53
A135223	0.14
A135241	0.12
A135318	0.05
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A135453	3.42
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A135548	0.16
A13558	1.98

A135647	0.28
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A136180	1.81
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A137308	0.59
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A139352	0.49
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A139483	0.57
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A140216	0.68
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A140432	3.38
A140545	0.62
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A141268	1.84
A141399	1.63
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A141628	0.08
A141696	1.42
A141826	0.57
A141830	1.26
A142175	1.70
A142238	1.52
A142337	3.09
A142387	0.09

REPORT ITEM CCS280 REFERS TO

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A142729	2.49
A142800	1.08
A143127	0.66
A143276	1.24
A143339	2.16
A143492	0.27
A143636	1.32
A143640	0.66
A143672	0.01
A143749	1.58
A14401	0.01
A144278	1.46
A144313	3.68
A144359	0.55
A144426	4.97
A144507	0.06
A144822	2.94
A14483	0.65
A145068	1.36
A145270	0.38
A145329	0.01
A145450	0.30
A145595	0.64
A145680	0.09
A145793	0.13
A145842	1.01
A146105	4.07
A146272	2.38
A14645	0.81
A146731	0.79
A146961	3.54
A147143	1.37
A147157	1.78
A147260	0.33
A147274	2.80
A147616	0.39
A14762	3.00
A147913	0.02
A14794	0.30
A148028	3.41
A148262	1.68
A148294	0.01
A148604	3.29
A148622	0.45
A149052	0.34
A14906	0.10

A14910	0.01
A149430	1.82
A149458	0.60
A149525	2.80
A149575	0.31
A150128	0.14
A150330	0.53
A150358	0.81
A150655	0.86
A150736	0.75
A15075	0.63
A150768	1.39
A150790	4.32
A150817	0.48
A150853	1.95
A151120	0.74
A151198	1.25
A151364	2.88
A15142	2.94
A15192	3.07
A151936	0.39
A151972	1.60
A152023	0.04
A152190	1.15
A15223	0.16
A152320	0.75
A152807	0.33
A152857	4.21
A153269	3.42
A153318	2.51
A153417	0.02
A153435	2.15
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A153976	0.15
A154158	1.31
A154211	0.02
A154405	0.31
A154653	0.63
A154748	0.12
A154752	0.16
A155051	4.78
A155128	0.61
A155231	1.29
A155362	0.08
A155443	0.03

A155853	2.93
A155984	0.88
A156021	3.49
A1561	0.31
A156247	1.23
A156251	1.01
A156283	2.56
A156396	0.58
A156409	0.11
A156445	0.13
A156477	0.38
A156495	2.41
A156562	1.19
A156611	3.46
A156891	0.08
A156936	2.72
A157172	0.84
A158025	0.01
A158057	4.07
A158061	0.11
A158138	0.97
A158417	3.07
A15863	0.06
A158647	0.11
A158665	0.28
A158714	3.60
A158782	1.72
A158845	4.17
A159108	0.66
A159239	0.51
A159518	0.10
A159815	0.53
A159996	3.98
A160224	1.57
A160684	3.28
A16081	0.37
A160896	0.59
A161339	2.94
A16158	0.19
A161604	0.02
A161884	2.01
A161983	0.41
A162066	0.01
A162232	4.25
A16225	0.12
A162313	0.11
A162543	0.04

REPORT ITEM CCS280 REFERS TO

A163036	0.38
A163103	0.62
A163991	0.78
A1642	0.44
A164349	0.15
A164434	1.04
A164501	3.19
A164515	3.68
A165062	1.57
A165111	1.80
A165585	0.01
A165828	0.08
A165864	0.09
A166131	0.32
A166195	3.23
A166375	0.37
A166442	3.15
A166523	1.78
A166654	0.20
A166668	0.19
A166870	4.26
A166983	2.40
A167165	3.30
A167179	3.36
A16720	2.92
A167250	0.21
A167345	0.52
A167525	0.45
A167543	0.45
A167606	0.11
A167836	0.74
A168329	2.79
A168400	0.20
A168428	2.95
A168545	0.92
A168793	3.91
A168905	0.69
A169010	0.75
A169349	2.05
A169452	0.78
A169484	0.07
A169646	1.08
A169682	0.60
A169830	2.03
A170299	1.64
A170415	2.45
A17047	1.92

A170627	0.19
A170960	0.16
A17100	1.82
A171269	1.64
A171273	0.01
A171318	3.06
A171502	2.51
A17164	0.21
A172095	0.01
A172469	1.25
A172473	2.12
A172522	0.83
A172752	0.18
A172766	1.48
A172928	3.40
A173051	0.06
A17308	1.43
A17330	0.16
A173637	0.02
A173704	0.07
A17376	0.06
A17394	0.58
A174314	0.10
A17489	3.78
A176287	1.03
A176683	0.03
A176700	3.48
A176845	3.12
A177126	0.25
A177158	2.04
A177374	2.91
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A17768	1.51
A177770	0.02
A177829	0.12
A177851	0.52
A177996	3.98
A178114	4.63
A178132	2.06
A178326	0.50
A178439	1.05
A178560	0.39
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A1787	0.69
A178786	4.98
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A179003	3.07

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A17970	2.27
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A179922	0.71
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A181810	3.42
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A182367	0.37
A182385	4.18
A183341	3.17
A183422	2.39
A183436	2.39
A183648	2.63
A183701	0.09
A183733	2.63
A183828	4.61
A183864	0.12
A183977	3.37
A18409	0.01
A184159	3.39
A184163	0.13
A184177	0.07
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A184276	1.21
A184424	0.38
A184654	1.48
A184901	0.09
A18508	1.62
A185101	0.72
A18526	0.17
A185278	0.02
A185282	0.03
A185561	0.65
A185624	3.65
A185638	3.65
A185719	0.47
A185872	3.61
A185971	0.10

REPORT ITEM CCS280 REFERS TO

A186054	2.92
A186117	0.43
A186216	0.62
A186234	0.23
A186284	3.22
A186464	1.93
A186676	0.98
A186838	2.53
A186991	0.13
A187105	3.46
A187678	2.40
A187795	0.51
A188210	0.48
A188224	4.36
A18837	4.56
A188468	0.08
A188521	0.35
A188535	0.37
A188553	0.29
A188602	2.66
A188620	4.29
A188634	4.68
A188850	0.10
A189028	0.01
A189032	0.96
A18922	0.33
A189280	1.48
A189591	0.91
A189622	1.84
A189703	0.01
A189799	0.02
A189915	2.49
A189979	0.76
A189997	0.03
A190045	0.16
A190063	1.09
A190081	2.17
A190211	2.32
A19023	2.07
A190360	1.63
A190487	1.03
A190734	0.58
A190801	0.84
A190847	0.77
A190900	0.10
A191029	1.63
A19140	4.20

A191619	0.10
A191655	0.07
A191740	1.01
A19186	0.13
A191885	0.34
A191998	0.73
A192148	0.38
A192166	4.66
A192350	0.10
A192378	0.22
A192661	2.55
A192891	3.11
A193091	0.69
A193285	1.09
A193401	1.07
A19348	0.01
A193500	0.01
A193514	4.80
A193708	0.11
A193906	0.07
A194007	0.12
A194093	2.99
A194110	0.60
A194174	0.81
A194237	1.31
A194241	0.40
A194336	0.83
A194354	4.07
A194615	0.14
A194629	0.14
A194651	1.33
A194908	0.77
A195081	0.55
A195342	3.06
A195356	1.53
A195423	0.42
A195437	0.69
A19546	0.55
A195518	0.89
A195554	0.30
A195617	0.18
A195621	0.29
A195946	0.79
A196051	1.70
A196164	0.64
A196259	0.69
A196312	0.01

A196740	3.80
A196817	0.01
A196952	0.78
A197021	0.02
A1971	0.07
A197445	0.10
A197512	0.39
A197594	0.66
A197607	0.44
A19762	4.64
A197625	0.35
A197706	0.08
A197805	0.09
A197819	0.02
A197990	0.79
A198104	1.77
A198136	0.01
A198168	2.18
A198320	0.37
A198433	1.82
A198744	0.26
A198906	0.01
A199386	0.21
A199700	3.01
A200052	0.08
A200133	2.56
A2004	0.99
A200458	0.09
A20054	1.28
A200593	0.39
A201036	1.46
A201117	0.83
A201446	0.11
A201612	2.42
A201658	2.77
A201662	0.01
A201680	0.58
A20171	0.64
A201874	0.06
A201888	0.22
A201969	4.11
A2022	0.49
A202420	1.51
A202529	1.03
A202600	4.65
A202696	0.86
A202763	0.06

REPORT ITEM CCS280 REFERS TO

A202907	1.04
A202943	0.35
A203058	0.20
A203210	2.43
A20333	0.01
A203337	2.97
A203571	0.73
A203652	3.32
A203666	2.20
A203783	3.10
A20383	0.18
A204032	2.92
A204050	0.50
A204082	0.09
A204159	4.64
A204195	0.89
A204212	1.54
A204280	0.02
A204438	3.53
A204492	3.36
A204505	0.36
A204523	0.08
A204802	0.10
A204884	0.87
A204983	1.87
A205066	2.80
A205115	0.16
A205214	2.10
A205377	4.04
A20545	0.20
A205610	1.51
A205755	0.05
A205971	0.16
A206090	0.37
A206270	2.68
A206298	2.30
A206347	3.93
A206464	1.94
A206662	0.37
A206680	0.72
A207024	2.87
A207038	0.28
A20711	2.05
A207470	0.86
A207484	4.04
A207565	2.09
A207911	2.38

A208256	1.63
A208404	0.90
A20842	1.17
A208440	1.79
A20860	3.01
A208995	2.51
A209113	3.82
A209375	0.83
A209785	0.34
A209884	0.02
A209929	0.30
A210225	0.51
A210649	0.37
A210766	0.19
A210770	0.16
A21088	0.30
A210897	0.24
A211326	0.71
A211475	3.44
A211524	0.09
A211542	0.06
A211556	0.23
A211588	0.72
A211605	2.25
A211619	2.25
A211669	2.25
A211673	2.25
A211790	1.14
A211885	0.42
A211920	2.22
A212	0.14
A212297	0.72
A212445	0.03
A212611	1.35
A212706	1.77
A212760	4.88
A212990	3.59
A213186	0.28
A213235	0.07
A21353	2.14
A213695	1.32
A213758	3.44
A213776	1.79
A213857	1.34
A213893	0.35
A213910	3.02
A213956	3.46

A213974	2.19
A214007	0.85
A214061	0.75
A214188	2.11
A214449	1.07
A214471	2.03
A214520	2.31
A214750	2.03
A214778	0.13
A21484	1.64
A215261	0.19
A215306	1.38
A215338	0.10
A215356	0.13
A215360	2.58
A215504	1.39
A215621	0.21
A215653	0.10
A215748	0.72
A215833	2.52
A215865	0.01
A215883	0.66
A216100	1.03
A216114	0.38
A216178	4.99
A216259	0.01
A216312	0.20
A216457	0.39
A21664	2.42
A216722	0.59
A216899	3.39
A217166	0.22
A217198	0.58
A21727	0.74
A217332	2.37
A217409	3.76
A217495	0.07
A217639	2.47
A217657	1.00
A217904	1.84
A217918	1.84
A217922	0.48
A218037	2.70
A218091	0.18
A21830	2.15
A218366	0.05
A218447	4.89

REPORT ITEM CCS280 REFERS TO

A218497	2.91
A218550	2.13
A218582	0.65
A218712	0.39
A218843	4.91
A218924	3.69
A219007	3.03
A219043	0.76
A219075	0.96
A219188	2.95
A219291	0.01
A219417	1.51
A219485	0.60
A219566	0.96
A219633	0.13
A219683	0.17
A219746	2.65
A21989	0.58
A219912	0.39
A219958	1.06
A220024	2.84
A220105	0.57
A220254	1.14
A220286	0.04
A220317	1.86
A220321	1.19
A220533	1.64
A220632	0.07
A220939	0.52
A221062	0.12
A221111	2.35
A221125	0.01
A221139	0.01
A221616	1.56
A221715	0.07
A221832	0.10
A221882	0.37
A221913	0.64
A222280	2.39
A222492	1.95
A222587	4.13
A22260	3.47
A222820	3.04
A22305	0.72
A223381	4.29
A2234	1.04
A223557	0.19

A223624	1.67
A223660	0.19
A223840	3.13
A223854	3.13
A223985	0.28
A224018	3.35
A224383	0.40
A22440	0.96
A224595	0.01
A224658	0.03
A224892	4.88
A224955	0.36
A225060	0.72
A225088	0.39
A22517	2.49
A225191	0.57
A225335	0.01
A225484	1.50
A225551	0.59
A22567	2.34
A225844	3.20
A226076	1.91
A226111	3.02
A226256	0.80
A226503	0.66
A226648	3.27
A226701	2.45
A226715	0.02
A226733	0.02
A226797	2.67
A226896	1.90
A227456	2.54
A227591	0.02
A227636	2.80
A227640	0.20
A227703	0.02
A227717	2.94
A227753	0.01
A227785	2.58
A227816	0.03
A227898	1.45
A227901	3.70
A227979	0.02
A228034	1.58
A228084	1.11
A228101	1.75
A228278	1.21

A228309	1.01
A228511	1.97
A228589	0.20
A228606	0.76
A228624	1.18
A228868	0.07
A228872	2.66
A228886	0.24
A228903	0.30
A228935	0.13
A228949	0.81
A228953	3.34
A228967	0.98
A228971	3.05
A22909	3.34
A229248	1.84
A229266	0.45
A229284	0.61
A229365	0.44
A229432	4.45
A22945	0.48
A229676	3.33
A229806	0.62
A229874	0.42
A230003	0.90
A230053	1.40
A230184	0.76
A230233	1.10
A230251	3.65
A230265	0.72
A23028	0.56
A230332	2.48
A230607	0.09
A230611	2.74
A230643	3.29
A230689	4.00
A230738	0.81
A230774	4.13
A230891	0.78
A231186	0.01
A231285	0.04
A23145	4.16
A2315	4.14
A231500	2.33
A231712	0.02
A231974	0.75
A23208	1.65

REPORT ITEM CCS280 REFERS TO

A232106	0.20
A232124	0.07
A232160	4.07
A232188	0.80
A232390	1.05
A232471	3.82
A232601	0.79
A232863	0.14
A232881	0.54
A232908	0.03
A232944	0.39
A232976	0.07
A233013	2.25
A23311	1.65
A233180	4.29
A233310	0.03
A233324	0.03
A233342	0.77
A233388	2.72
A233405	0.46
A233419	0.46
A233455	0.46
A233469	0.46
A233522	1.74
A233536	0.46
A233568	0.71
A233590	1.06
A233784	0.10
A23474	0.45
A23537	1.51
A235657	0.12
A23668	0.41
A236776	2.35
A236780	0.24
A236960	4.77
A237435	0.31
A237449	2.20
A237453	0.31
A237499	0.31
A237552	4.10
A237566	0.31
A237629	0.75
A238293	1.11
A238586	2.65
A238590	1.43
A238671	3.03
A239754	3.02

A23979	3.96
A239803	2.52
A23983	4.03
A240000	0.38
A240195	1.93
A240618	3.46
A240640	1.05
A240672	1.89
A240816	0.90
A240866	4.66
A240983	0.39
A240997	0.34
A241313	4.29
A241408	1.29
A241412	3.11
A241610	3.46
A242513	0.38
A242577	0.54
A242680	1.92
A242806	0.18
A243628	0.28
A244111	0.40
A244161	1.10
A24507	1.46
A245244	2.13
A245618	0.42
A245933	5.00
A24606	0.59
A246264	5.37
A246511	1.29
A24656	2.63
A246561	4.70
A246575	0.24
A246606	0.65
A246610	0.65
A246624	0.65
A246638	0.65
A24674	1.48
A247185	0.19
A247252	2.06
A247581	0.81
A247806	0.52
A247892	1.12
A247969	3.98
A248024	3.94
A248038	2.89
A248141	0.01

A24836	0.55
A25040	1.82
A25072	0.01
A25103	0.33
A25414	0.81
A25559	1.90
A25874	3.14
A25905	0.82
A26119	1.96
A26529	0.01
A26713	0.37
A26777	1.32
A26925	3.51
A26943	2.92
A27012	8.27
A27026	0.09
A2707	0.46
A27193	1.32
A27242	0.63
A27648	1.88
A27715	1.82
A28000	3.45
A28127	1.08
A28131	0.90
A28145	2.11
A28244	2.98
A28618	0.63
A28672	0.34
A29098	0.39
A29133	1.26
A29165	1.76
A29200	4.48
A29359	0.78
A29480	0.33
A29539	0.30
A29589	0.11
A29606	3.88
A29660	1.87
A29890	0.13
A29949	0.66
A3006	1.97
A30097	4.59
A30722	0.15
A30772	2.95
A3092	4.03
A311	0.24
A31445	0.70

REPORT ITEM CCS280 REFERS TO

A31481	0.67
A3173	0.45
A31918	0.66
A32055	2.36
A32073	0.07
A32136	0.68
A32154	1.40
A32334	0.14
A32497	0.38
A325	0.13
A33269	3.94
A33421	1.10
A33601	2.83
A33813	0.19
A33845	3.47
A34077	0.55
A34126	2.39
A34310	0.87
A34324	3.84
A34770	0.15
A35196	4.98
A35277	0.28
A35362	0.13
A35916	0.13
A36102	2.33
A36198	1.62
A36233	0.83
A36314	2.17
A36774	1.33
A36986	1.28
A37055	1.04
A37122	0.75
A37285	0.48
A37370	0.32
A37528	0.59
A37582	1.64
A37956	3.04
A38011	0.35
A38025	3.27
A38390	0.02
A38467	0.84
A38499	0.07
A38548	4.14
A38601	1.73
A38732	0.75
A38827	0.08
A38831	1.82

A38877	1.61
A39031	2.20
A39144	3.44
A39469	2.30
A39491	0.40
A39685	2.29
A3989	2.69
A40030	1.87
A40157	0.39
A40369	2.78
A40486	1.61
A40896	0.52
A40909	0.16
A41046	0.68
A41113	0.03
A41145	0.68
A4125	0.60
A41280	1.55
A41622	2.51
A41690	0.34
A41785	0.47
A41820	0.30
A41915	3.92
A42020	3.65
A42129	3.80
A42313	2.45
A42345	1.33
A42408	0.31
A42511	1.45
A42543	0.52
A42624	0.64
A42660	0.17
A42723	0.22
A43266	1.81
A43301	0.37
A43630	0.37
A43888	4.56
A43991	0.20
A44254	1.45
A44501	0.01
A44650	2.05
A44713	4.31
A44894	0.77
A44957	0.09
A45044	0.04
A45571	4.75
A456	0.09

A45864	0.65
A46109	1.23
A46208	4.64
A46325	0.28
A46604	4.35
A46654	0.16
A46686	2.90
A46735	0.37
A46915	1.18
A46947	0.02
A4729	0.13
A47688	0.80
A47967	0.90
A48266	0.12
A4828	4.30
A48315	1.79
A48379	0.08
A48793	4.66
A48919	2.15
A48991	0.60
A49088	1.86
A49272	0.17
A49286	0.34
A49597	1.09
A49713	0.03
A49795	0.38
A49808	1.20
A50497	0.79
A50677	0.27
A50758	2.00
A50794	3.39
A50938	0.82
A51106	0.44
A51174	1.71
A51237	0.60
A51403	0.64
A51499	2.36
A51570	1.95
A51732	0.31
A51796	2.81
A51877	1.19
A51962	4.37
A52126	0.06
A52162	0.69
A5262	2.52
A52829	3.61
A53146	0.15

REPORT ITEM CCS280 REFERS TO

A53326	0.78
A53457	0.64
A53538	0.08
A53623	1.39
A5375	0.01
A53786	0.86
A53817	0.93
A53849	0.07
A53885	0.41
A54021	4.17
A54431	3.53
A54508	0.40
A54526	0.01
A54639	0.52
A5474	0.02
A54891	3.07
A54904	0.83
A5523	1.14
A55550	0.47
A55726	0.56
A55942	0.49
A5612	0.01
A5620	3.83
A5623	0.60
A5665	1.74
A5692	1.11
A5734	0.71
A5742	0.42
A5766	4.67
A5774	3.71
A5789	1.58
A5803	1.21
A5805	2.96
A5843	1.59
A5862	0.30
A5863	1.54
A587	0.83
A5887	0.11
A5888	0.06
A5907	0.08
A591	2.69
A5935	2.85
A5936	1.43
A5946	0.06
A5948	4.81
A5987	2.82
A5991	2.56

A5996	0.18
A6045	0.31
A6071	0.39
A6094	0.28
A6104	0.46
A6106	0.10
A6116	4.94
A6123	0.38
A6183	1.34
A6191	0.14
A6192	0.01
A6249	1.96
A6258	1.88
A6278	4.38
A62943	3.68
A63193	1.25
A63387	4.71
A63800	1.18
A64046	0.11
A64078	2.88
A64177	3.97
A64181	0.13
A64230	3.08
A64258	0.01
A64375	0.15
A6444	3.50
A64456	1.23
A64717	0.01
A64947	0.17
A65377	1.55
A6543	0.02
A65787	0.08
A65903	0.49
A65999	0.13
A66117	0.74
A66167	0.52
A6656	0.72
A66577	1.47
A66581	0.65
A66608	4.30
A6705	4.53
A6719	0.69
A67204	0.56
A67367	2.20
A67727	1.54
A67777	1.09
A68044	1.19

A68490	4.82
A68585	3.45
A68599	1.90
A686	0.72
A68715	2.69
A68779	0.47
A68783	0.96
A69000	0.83
A6903	0.29
A6917	0.29
A69212	0.79
A69523	1.12
A69654	1.92
A69690	1.45
A69703	1.06
A69785	0.01
A69915	1.61
A70108	0.42
A7036	1.89
A70617	3.35
A70720	0.84
A71065	0.09
A71100	2.70
A71394	0.02
A71489	1.15
A71524	0.02
A71641	0.19
A7167	0.40
A7216	1.62
A72350	2.51
A72580	1.01
A72710	1.72
A72792	1.54
A73005	0.72
A73087	3.91
A73091	0.01
A73168	2.11
A73370	0.17
A73546	1.44
A74679	0.10
A74796	2.83
A75356	3.76
A75572	1.77
A75833	1.93
A75946	2.54
A76100	2.06
A76439	3.52

REPORT ITEM CCS280 REFERS TO

A76493	3.82
A76542	3.27
A76619	4.28
A7676	0.44
A76768	0.02
A76835	0.81
A76934	2.41
A7725	0.46
A77283	0.06
A77328	4.51
A77431	0.03
A77459	2.83
A77512	0.30
A77841	2.81
A77873	1.13
A77990	2.24
A78037	0.73
A78091	0.79
A78285	2.37
A78334	0.46
A7838	0.02
A78497	1.44
A78528	4.00
A7856	0.19
A78811	2.28
A79160	1.60
A79188	0.70
A79417	0.58
A79548	4.22
A7955	0.64
A79629	2.16
A79732	0.58
A79764	4.89
A79859	0.15
A79863	0.10
A80088	0.90
A80105	1.60
A80448	0.22
A80678	0.01
A80826	0.32
A80993	2.45
A81062	4.44
A81125	1.77
A81161	0.56
A81224	0.62
A81391	0.52
A81422	0.31

A81454	3.20
A81486	2.16
A81553	0.96
A81666	0.82
A81864	1.73
A81959	1.15
A82375	2.39
A82406	0.76
A82703	0.15
A82717	0.13
A82947	0.01
A83836	1.63
A83917	1.63
A83971	0.51
A83999	0.70
A84022	0.02
A84054	0.55
A84234	2.72
A84464	0.18
A84577	0.84
A84658	0.09
A85074	0.15
A85173	1.14
A85498	1.70
A85565	0.07
A85858	3.25
A85993	0.34
A86274	1.37
A86472	0.40
A8682	0.31
A86896	2.28
A87389	0.57
A87393	0.75
A87438	0.57
A87460	2.30
A87505	0.32
A87569	0.57
A87640	0.09
A87672	1.16
A87703	1.34
A87749	0.06
A8781	1.10
A87820	2.55
A88020	0.11
A88296	0.13
A88313	0.56
A8844	2.17

A88674	2.90
A88723	2.95
A88921	4.53
A89202	0.30
A9012	2.96
A90170	3.42
A90314	2.05
A90328	0.85
A90346	1.49
A90639	0.40
A90657	4.14
A90855	2.08
A90904	4.44
A91055	0.32
A91118	1.17
A91398	1.45
A91447	1.33
A91596	2.83
A92142	0.94
A92188	2.64
A92223	0.70
A92269	0.61
A92287	4.00
A92368	0.34
A92449	0.16
A92584	0.34
A92728	0.31
A92926	0.32
A93031	0.05
A93077	0.07
A93289	0.33
A93310	0.15
A93324	2.78
A93392	1.82
A93568	2.71
A93801	2.01
A9391	1.56
A94051	0.18
A94209	1.85
A94259	5.00
A94281	0.06
A94344	0.15
A94380	2.40
A94461	0.72
A94574	4.20
A9503	0.59
A95558	0.40

REPORT ITEM CCS280 REFERS TO

A95675	0.43
A95693	0.98
A95968	0.08
A9599	2.44
A96136	0.10
A96299	4.17
A96415	3.41
A96451	0.18
A96843	0.09
A97011	2.94
A97174	1.28
A97322	4.41
A97566	1.62
A97665	2.80
A97782	0.45
A97976	2.96
A98162	3.70
A98289	0.36
A983	4.61
A98734	1.19
A98897	0.53
A99150	0.72



Communications & Engagement Strategy 2019–2022

Progress Report 2019–2020 (Q4)

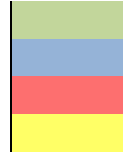
Communications & Engagement Action Plan 2019-2022 Progress Report: July 2019-June 2020 (Q4)

Common Abbreviations:

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

Project Status Legend

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



ENGAGEMENT		
Priority/Actions	Comments	Project Status
Strategic Objective: 1. To follow the International Association of Public Participations (IAP2) framework for engagement which is considered a best practice benchmark worldwide.		
1.1 To provide the community with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions		
1.1.1 Refresh and schedule HR inductions quarterly to include; Engagement & Communications Strategy objectives.	Complete and ongoing.	
1.1.2 Update the City's engagement policies, guidelines and templates to align with the IAP2 Quality Assurance Framework.	Updated templates now in use across the organisation.	
1.1.3 Re-establish one coordinated support point to drive, monitor and distribute all engagement activities on City website.	Consultation module adopted on website. Presentation to Advisory Group and staff training to follow.	
1.2 To obtain community feedback on analysis, alternatives and/or decision		
1.2.1 Focus on early engagement planning.	Ongoing, with review process in place, and manager briefings completed.	
1.3 To work directly with the community throughout the process to ensure that community concerns and aspirations are heard and considered		
1.3.1 Schedule quarterly "Your Council Meet and Greet" Forums in various community areas.	Next Meet and Greet in Emu Point. Negotiations with Elected Members and community around event scheduling are continuing.	
1.4 To create opportunities to partner with the community in decision making, including the development of alternatives and solutions		
1.4.1 Establish an Advisory Group with community representation to monitor and report on the implementation of the Communications & Engagement Strategy.	Advisory Group established and meeting regularly.	
1.5: To explore ways to empower the community to participate in our decision-making processes		
1.5.1 Integrate an online platform, with regular project updates, on the City website.	Website upgrade complete. Consultation module adopted on website.	

REPORT ITEM CCS281 REFERS TO

	Presentation to Advisory Group and staff training to follow.	
Priority/Actions	Comments	Project Status
1.5.2 Explore community participatory budgeting with Bornholm and Lockyer communities for allocations included in 19/20 Budget.	Completed. Bornholm community have identified a public toilet which is nearing completion. Lake Weelara already has an agreed planning framework in place, and this process is to be followed rather than adopt a new methodology for precinct planning.	
1.5.3 Upgrade Lake Weelara playground in consultation with community, as per agreed action plan for the precinct.	Lake Weelara playground planning to occur post-budget adoption by Council.	
Strategic Objective		
2. To use the preferred channels for engagement with our community, both actively and passively, more effectively.		
2.1 Use market segmentation data to identify the most effective way to reach our audience		
2.1.1 Investigate ways to incorporate City information into the rates mail out and community calendar.	2020 Calendar distributed in December highlighting services across City facilities and including information. 2020-21 budget/rates information to be distributed in August rates notices.	
2.1.2 Encourage more active engagement at City events and festivals.	Engagement opportunities and project information provided at 2019 Albany Show. City project information made available at Middleton Beach Festival and included Council ambassadors as part of the event. Major Projects consultation for Youth Challenge Park at 3 local skate events. Completed community surveys about summer events – Pageant, NYE and Middleton Beach Festival. Youth engagement and school holiday programming occurred at the Spencer Park Disability Awareness Week event in February 2020.	
2.1.3 Encourage the use of email and letterbox as passive primary communication method.	Email and letterboxing methods have been used for: <ul style="list-style-type: none"> • Targa Sprint • South West Street Fest • Disability Awareness Week • Spencer Park day 	

REPORT ITEM CCS281 REFERS TO

	<ul style="list-style-type: none"> • 2019-20 summer events program • Community Recovery Program 	
Priority/Actions	Comments	Project Status
Strategic Objective		
3. To empower staff to support the City to improve its level and quality of engagement with the community.		
3.1 Train staff and Council to implement and follow best-practice engagement procedures		
3.1.1 Develop an engagement process pack with templates and guidelines for Executive Team endorsement and implementation.	Pack has been developed, endorsed, and is in use across the organisation.	
3.2 Implement initiatives that strengthen internal communications and increase awareness of leadership priorities		
3.2.1 Implement collaborative business planning process.	Ongoing. 2020-21 Business Planning and reporting process underway.	
3.2.2 Prioritise the flow of internal information through the use of: <ul style="list-style-type: none"> • Regular staff and team meetings; • Regular staff newsletters; • Directorate managers' meetings; • Councillor Weekly updates shared with all managers; • Regular toolbox meetings; • Use the City's intranet as the portal to access information 	Ongoing. Intranet upgrade in development.	
3.2.3 Link to Council agendas and minutes in staff newsletters.	Staff newsletters contain the link to Council agendas and minutes on the website.	
3.2.4 Updates on priorities from Executive Management Team meetings to be shared with managers.	<p>Priorities are shared at regular meetings of City managers.</p> <p>COVID19 provided greater impetus for Executive to meet with City managers, and there is an agreed, shared commitment to continue this regular communication into the future.</p>	
3.2.5 Chief Executive Officer to undertake annual roadshow meetings with staff.		
3.2.6 Promote and invite all staff to attend informal social events.	Events are regularly promoted through various methods to City staff.	
3.2.7 Undertaken annual employee satisfaction survey, and share de-identified results with all staff.	Planning currently underway for next survey. Survey scheduled for first quarter of 2020-21.	
3.2.8 Council Weekly News to improve the flow of information from admin to Councillors, including the weekly diary.	Complete and ongoing and shared with Managers.	
3.2.9 Establish internal working groups with cross-organisation representation.	<p>Ongoing. Working Groups established for the following projects:</p> <ul style="list-style-type: none"> • FOGO • Town Hall 	
3.3 To uphold the City of Albany's customer services charter		
3.3.1 Adopt updated Customer Service Charter.	Adopted by Council in July 2019.	

REPORT ITEM CCS281 REFERS TO

3.3.2 Investigate opportunities to become accredited in customer service.	On hold pending cost benefit review in light of the post-COVID budget.	
Strategic Objective		
4. Provide increased opportunities for Council and Executives to connect informally with community.		
4.1 Council will meet regularly with communities in informal settings that provide a platform for open dialogues		
Priority/Actions	Comments	Project Status
4.1.1 Develop a Council Action Plan to maximise Elected Members engagement and communication with community.	Deferred until 2020-21.	
4.2: Executives will meet regularly with staff and community in settings that provide a platform for open dialogue		
4.2.1 Roster Executive representation at staff meetings, and appropriate community meetings and functions.	Ongoing, subject to timing and availability.	
4.2.2 Consult Executive Management Team on an annual Executive roadshow to City worksites.	Complete, and ongoing.	

COMMUNICATIONS		
Priority/Actions	Comments	Project Status
Strategic Objective		
5. To strengthen our brand and promote our services, events and initiatives through creating and delivering innovative visual communications for web and print		
5.1 Build on the 'Your City' campaign to share and promote who we are and what we do in the community		
5.1.1: Produce and deliver the Your City's Sustainable Heroes campaign.	Complete. <ul style="list-style-type: none"> Total reach 122,563 Total video views 42,502 	
5.1.2 Acquire tools to develop more video and other engaging content.	Complete. Acquired equipment and software tools for low-level in-house video production and video editing software with Windows 10 rollout by IT Team. Produced videos to promote: <ul style="list-style-type: none"> International Volunteer Week Services and Facilities operational changes. Stop the Spread #albanyinthistogether Regular Mayor's Messages were filmed and released throughout the COVID emergency	

REPORT ITEM CCS281 REFERS TO

<p>5.1.3 Develop and deliver a campaign to encourage nominations and votes in the 2019 Local Government Elections.</p>	<p>Completed. 24 nominations received, 3rd highest in CoA history</p>	
<p>5.2 Adopt the ‘Your City’ design style as our main communications brand</p>		
<p>5.2.1 Develop an updated City Corporate Style Guide that reflects the ‘Your City’ style.</p>	<p>Complete, Your City Style Guide is being used currently.</p>	
<p>5.2.2 Undertake review of City logos and style guide.</p>	<p>Corporate Style Guide updating guidelines for logo use and presentation with Your City brand.</p> <p>Other logos still under review.</p>	
<p>Strategic Objective 6. To disseminate relatable and easy-to-understand communications through multiple channels that meet the needs of our community.</p>		
<p>6.1 Share information that is easy to understand, is timely and reaches relevant target audiences</p>		
<p>6.1.1 Develop a Council electronic newsletter for distribution pre and post Council meetings.</p> <p>Incorporate video update with Mayor if achievable.</p>	<p>Currently in the design stages and feasibility regarding a video.</p>	
<p>6.2 Use social media and email as cost-effective communication channels</p>		
<p>6.2.1 Expand City’s database of resident emails to expand direct reach of newsletters and other communication.</p> <p><i>*Based on evidence of preferred communications channels</i></p>	<p>Complete. Email database expanded with resident emails through rates team. Weekly newsletter sign-up options now included on websites.</p>	
<p>6.2.2: Develop more content for Instagram and grow the City’s presence on this platform.</p>	<p>Complete. The development of #albanyinthistogether involved heavy involvement with Instagram which has allowed for greater engagement and ongoing content.</p> <p>Youth Advisory Council Instagram page has been very active through COVID and has increased its followers significantly.</p>	
<p>6.2.3 Review and redevelop existing community newsletter and explore consolidation of other City newsletters.</p>		

REPORT ITEM CCS281 REFERS TO

6.2.5 Investigate use of social media influencers in marketing.	We have begun engaging with local social media influencers for our #albanyinthistogether campaign where we have had positive feedback from the influencers themselves and engagement with their content and the hashtag.	
Strategic Objectives 7. To ensure online content for our websites is relevant, accurate, timely, strategically placed and easily accessible.		
7.1: Review the functionality and structure of the City's website		
Priority/Actions	Comments	Project Status
7.1.1 Redevelop and relaunch the City of Albany website.		
7.1.2 Redevelop and relaunch the ALAC website.		
7.1.3 Redevelop and relaunch the Albany Library website.		
7.1.4 Develop an Arts & Culture website for repurposed Town Hall and Vancouver Arts Centre.	Currently working with the VAC and IT teams to develop the content and style. We currently have a dummy website which depicts the style of site we are after. The aim is to have this launched at or before the opening of the Town Hall at the end of 2020.	
7.1.5 Redevelop and relaunch National Anzac Centre website.	This is currently being developed after discussions with IT and the NAC team as to how we can integrate the technology associated with the Centre and incorporate an online store for the Forts Store.	
7.1.6 Consider customer services access to a live customer service chat function on website.	On hold. Not achievable within current budget. Questions over feasibility and cost benefit.	

MEDIA		
Strategic Objective 8. To plan and be proactive in contacting the media whenever possible and respond to media requests in a timely and appropriate way.		
Priority/Actions	Comments	Project Status
8.1 Produce regular media releases that are well-written and proactively sharing City of Albany news		
8.1.1 Review process for requesting Communications' support for media releases and other relevant input	Pending adoption of new intranet. Plan to build online service request forms	
8.1.2 Transfer Media Release template into electronic mail format	In progress, analysing the logistics of changing this process, recipient expectation and efficiency before making a final decision	

8.2 Provide responses to media that meet news deadlines		
8.2.1 Provide open and transparent responses in a timely manner		
Strategic Objective		
9. To promote the City with positive and proactive media		
Priority/Actions	Comments	Project Status
9.1 Identify positive promotional opportunities through strong internal communication		
9.1.1 Issue regular media releases that share the good work and achievements of the City of Albany		
9.1.2 Quarterly meetings with business units and teams to discuss good news and promotional opportunities	Business units regularly contributed to the #albanyinthistgether website and blogs during COVID	
9.2 Build strong and effective relationships with the media at all levels		
9.2.1 Create opportunities for senior staff and Mayor to meet with local media	Complete. Monthly meetings scheduled with Albany Advertiser. Offers were extended to other media and will continue adhoc in conjunction with the Communications teams	
9.2.2 Communications team visit to local media outlets to meet and greet media teams	Complete. Communications Team have met with local media where available with the outlet. Continuing to build positive relationships with all media that benefit the City.	
Strategic Objective		
10. To maintain awareness of the issues reported by the media and community's response		
10. Monitor media activity		
10.1.1 Use media monitors to keep up to date with and source media activity relating to the City	Complete and ongoing	
10.1.2 Compile quarterly media reports that summarise media coverage and social media engagement	Ongoing every month	

Shared Humanity

A community where people show kindness, understanding and compassion towards everyone.

"More understanding about the different ways people cope with loss - some talk, some are quiet, some like distraction. We are not all the same."

Participant - Youth Focus Group

"Listening in an open way, don't judge quickly our differences and tell us to 'just get over it'. Respect our beliefs and connection to country, be open to learning a different way of seeing."

Participant - Noongar Focus Group

“Compassion comes from the heart and starts with me.”



Compassionate Organisations

Growing more compassion in our businesses, schools, workplaces, clubs, community groups and institutions. Recognising and rewarding compassionate action.

"We need to be more inclusive outside of our clubs or organisations and think of the wider community and what we can do."

Participant - Business and Sporting Clubs Workshop



“Let's grow, recognise and reward”



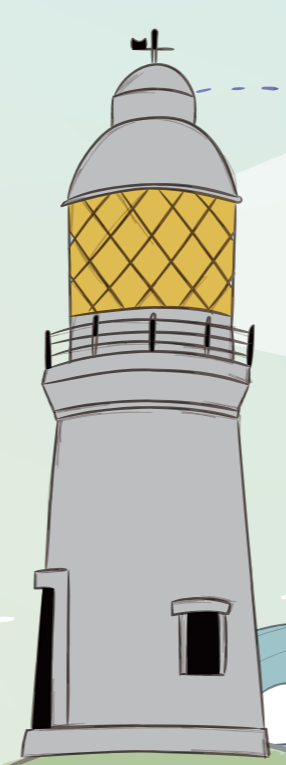
Leadership and Advocacy

We are willing to be bold and be the change we want to see. Leadership is about compassion, inclusion, care and respect.

"Everyone can be a leader - Everyone that knows about it [supporting people compassionately through loss] can spread the word - it's too much for one person, it's got to be a community responsibility."

Participant - Community Workshop

“Let's lead by sharing what we've learnt and listening with our hearts”



Community Mindedness

People creating opportunities every day to:

- Ask are you OK?
- Stop to listen
- Offer and accept help
- Be kind

"It's the little things. It's the help that doesn't cost people a lot of time - taking the bin out or the cooked casserole or sitting in with someone so they can go and get their hair done. This means the world to a carer; to give them the opportunity to get out or do what the average person can do."

Participant - Community Workshop



“Let's ask, what can I do for my community?”



“Let's use our places and spaces more to connect and belong”



Compassionate Places and Spaces

Create a sense of belonging in all the places we meet, work and play.

"Not everyone has a sense of belonging, they don't have family or contact with different groups on a day to day basis - it's just important to have that sense of belonging within your community."

Participant - Business and Sporting Clubs Workshop

Communication and Information Sharing

Information is easy to find and easy to understand.

Providing clear information on all aspects of support for hardship, illness, loneliness, death and grief for all ages and abilities.

"A compassionate community is a community that is connected, where people talk to each other face to face. There is so much on social media and online which doesn't actually connect all of the community from young to the old.."

Participant - Community Workshop

“Let's Listen, Let's Ask, Let's Talk, Let's Share.”



Compassionate *Albany* Charter

“ I belong to a community where everyone recognises we all have a part to play in supporting each other during life’s toughest experiences, especially during times of hardship, illness, loneliness, death and grief.

“ We are all touched by these challenges at some point in our lives.

“ Let’s have conversations about living well and dying well and supporting each other emotionally and practically along the way.

This charter represents the aspirations and intentions from across the community to make Albany a more compassionate place to live. It was developed with the people of Albany who attended community workshops in 2019/20.

Photo: Holii Carmody

What can I do to make the *Albany* Charter a reality?

Together we are making great progress towards a more compassionate Albany, but there is more to be done. Here are some of the ways you can help:

Volunteer at an Aged Care Facility, Albany Health Campus or Albany Community Hospice or any of the other organisations that help people who are experiencing hardship.

Start up a compassionate network to support someone you know is having a difficult time.

Share your personal story about the compassionate help and support you have experienced, tell friends and family, share it on social media – it might help others.

Talk to your children about dying and death, as openly and honestly as you can.

Talk openly about your future care wishes and complete your Advance Care Plans.

Create and support artistic events that get people talking about death, dying, loss and bereavement.

Go to a Death Café meeting.

If you are affected by hardship, dying or loss, accept help when it is offered and remember it is okay to ask for help.

Join in memorials or hold your own ritual of remembrance for someone you have loved or cared for who has died.

Identify someone in your workplace or club who is a good listener and is comfortable with conversations about death so that anyone affected by loss or bereavement feels they have someone to talk to.

Host events at your home, club or place of worship to support those who are experiencing loss, death and bereavement.

For more information visit: www.bit.ly/compassionatecommunities

This project was supported by



Compassionate *Albany* Charter

Photo: Carol Duncan

Community Mindedness

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This means the world to a carer, to give them the opportunity to get out or do what the average person can do.

Participant – Community workshop

Compassionate organisations

Let's grow, recognise, reward

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“ *We need to be more inclusive outside of our clubs or organisations and think of the wider community and what we can do*

Participant - Sporting Club and business workshop

Compassionate Places and Spaces

Let's use our places and spaces more to connect and belong.

Create a sense of belonging in all the places we meet, work and play.

“ *Not everyone has a sense of belonging, they don't have family or contact with different groups on a day to day basis - it's just important to have that sense of belonging within your community.*

Participant Sporting & Business workshop

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Let's Listen.
Let's Ask.
Let's Talk.
Let's Share.

Information is easy to find and understand.

Provide clear information on all aspects of support for hardship, illness, loneliness, death and grief for all ages and abilities.



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Participant - Community workshop

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We are willing to be bold and be the change we want to see. Leadership is about compassion, inclusion, care and respect.

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Participant - Community workshop





Compassionate
Albany Charter
REPORT

Compassionate Albany Charter

EXECUTIVE SUMMARY

The purpose of this Charter is to guide and encourage our community, service providers, businesses, organisations, groups and clubs to work together to create a more compassionate Albany; an Albany that is resilient, responsive and understands we can't get through difficult times on our own.

As WA Primary Health Alliance's strategic partner in the Compassionate Communities project, the City of Albany has a shared vision of a compassionate and connected community.

“ I have listened to the members of our community while developing this Charter and I have been reminded how much our community cares. This Charter celebrates the things we already do well in Albany and shows how together we can make Albany an even more compassionate place to live.

I want Albany to be a place where we don't cross the street to avoid someone going through a hard time, but a place where we reach out and show we care. Where people will stop for a stranger and ask 'are you okay?'

City of Albany Mayor - Dennis Wellington

Compassionate Communities is a global movement that 'traditionally' encourages communities and neighbourhood networks to play a much stronger role in supporting people, their families and carers at the end of life. It comes from a public health approach that encourages people to adopt an understanding that health is everyone's responsibility, not just their doctors or health services.¹

When listening to our local community they felt compassion was about much more than end of life. They believe compassion should be embedded in all aspects of everyday life and that everyone has a responsibility to support each other through hardship. Whether this be supporting someone facing the end of life or any of the other challenges life often throws at us.

“ Let's ask ourselves, what can I do for my community? In my street, my neighbourhood, at school or work, at my club, in my town...

Participant Community Faith Groups and Not-for-Profit Organisations Workshop

The Charter outlines six key aspirations our community and stakeholders believe will guide us toward being a more compassionate community.

“ We have never seen a greater need for compassion in our community than we have since the recent impact of the coronavirus. People within our community have been reaching out to each other by checking in on neighbours, helping people access supermarkets, donating food and staying in regular contact with people who are vulnerable or isolated.

Lesley Pearson, Regional Manager, WA Primary Health Alliance

¹ Allan Kellehear, *Compassionate communities: end-of-life care as everyone's responsibility*, QJM: An International Journal of Medicine, Volume 106, Issue 12, December 2013, Pages 1071–1075, <https://doi.org/10.1093/qjmed/hct200>

OVERVIEW

The City of Albany, in partnership with WA Primary Health Alliance, has developed the Compassionate Albany Charter to guide the community towards being more compassionate.

This Charter represents a commitment by the Albany community to embrace a view of health and wellbeing that encourages empathy and support for each other throughout life, and especially during hardship, illness, loneliness, death and grief. The role of the City of Albany is to be the custodian or holder of the Charter on the community's behalf.

The City of Albany and its Elected Members with WA Primary Health Alliance are choosing to embrace compassion in our own lives and are agreeing to work together with the community, service providers, businesses, organisations, groups and clubs to pursue the aspirations outlined in the Charter.

The Charter has been developed with the community, service providers, businesses, organisations, groups and clubs that connect and support our communities. It has been developed using an asset-based approach that focuses on the existing strengths and opportunities within the community.

Strategic Context

This Charter is part of a global shift to a more equitable, accessible and affordable health system that is outlined in the *World Health Organisation Framework on integrated people-centred Health services*.² The Charter aligns with:

Strategy 1: Engaging and Empowering people and communities.

This Charter seeks to help to build confidence, trust, mutual respect and the creation of social networks, because people's physical and mental well-being depends on strong and enduring relationships. It seeks to strengthen the capacity of our communities to organise themselves and generate changes that benefit everyone.

The WA Government *Sustainable Health Review*³ also recognises the need for more proactive health interventions that acknowledge the importance of having a safe place to live and the benefits of social participation, prevention and early intervention in good healthcare. The Charter aligns with the following strategies outlined in the Review:

1. *Commit and collaborate to address major public health issues*
2. *Great Beginnings and a dignified end of life.*

This Charter is closely aligned to the *City of Albany's Community Strategic Plan* and vision 'to be Western Australia's most sought after and unique regional City to work, live and visit.'⁴

Theme 4: Community Health & Participation:

4.1 To build resilient and cohesive communities with a strong sense of community spirit.

4.2 To develop and support a healthy inclusive and accessible community. There is a strong desire to ensure a sense of belonging and a positive connection between our rural and urban communities. It is important that we know and respect our neighbours, live in communities which support us, and have safe, accessible places to gather and meet. People want to feel welcome, valued and connected.

² World Health Organisation. *Framework on integrated people-centred Health services*. 2016. Accessed 6 May 2020 <https://www.who.int/servicedeliverysafety/areas/people-centred-care/framework>

³ Western Australian Department of Health, *Sustainable Health Review: Final Report to the Western Australian Government*. Perth WA Department of Health, Western Australia. 2019

⁴ City of Albany, *Albany 2030 Community Strategic Plan*. Accessed 4 March 2020 [https://www.albany.wa.gov.au/documents/201/community-strategic-plan-albany-2030-\(as-amended\)](https://www.albany.wa.gov.au/documents/201/community-strategic-plan-albany-2030-(as-amended))

BACKGROUND

Partnership - City of Albany and WA Primary Health Alliance – Great Southern Compassionate Communities Project

As the first line of connection to people where they live, local governments play an important role in contributing to the social wellbeing of communities. The City of Albany undertakes critical functions in community services, social planning, and delivery of human services at the local level which influence people's sense of connectedness to their community, and overall community wellbeing.

WA Primary Health Alliance's role is to simplify and improve access to primary care and work with partners such as the City of Albany to ensure a health system that works for people, ensuring they can access excellent care closer to home.

A partnership between the two organisations provides an opportunity for services to be better integrated with each other and the community.

The City of Albany entered a Memorandum of Understanding (MOU) on the 25 May 2018 to partner with WA Primary Health Alliance's on the Compassionate Communities Project. This included locating a Project Officer (0.6) with the City of Albany until 30 October 2020 to develop the Charter.

The Compassionate Albany Charter is a key deliverable of WA Primary Health Alliance's Great Southern Compassionate Community Project which is funded by the Australian Government Department of Health - Greater Choice for at Home Palliative Care measure.

The MOU was amended to include an additional Community Connector position between 1 July 2019 and 30 June 2020. The MOU has since been amended to extend both positions until 30 October 2020.

Greater Choice for at Home Palliative Care Measure

WA Primary Health Alliance was funded by the Greater Choice for at Home Palliative Care Measure, Australian Government Department of Health in September 2017 to undertake the Great Southern Compassionate Communities Project.

Great Southern Compassionate Communities is one of the 11 projects funded nationally through the program.

The program provided funding to improve coordination and integration of end-of-life care across primary, secondary, tertiary and community health services to support at home palliative care through funding Primary Health Networks.

Compassionate Communities

Compassionate communities are described as 'community and neighbourhood networks which play a much stronger role in the care of people at end of life and their families and carers'⁵. Compassionate communities are a core part of public health approaches to palliative care, end of life care and bereavement.

Through the community and stakeholder engagement process the scope was broadened beyond end of life to include all hardship, both social and economic.

The incorporation of this broader notion of compassion within the Charter is timely as we move forward and continue our recovery from COVID-19.

⁵ Abel, J, Kellehear, A and Karapliagou, A, 'Palliative care – the new essentials', *Annals of Palliative Medicine* 7(Suppl 2) 2018.

COVID-19

Since the recent impacts of COVID-19 there has been increasing evidence and recognition that asset-based community development programs, such as Compassionate Communities, are essential for both community wellbeing and for our care systems to function effectively. COVID-19 has reinforced the importance of empowering local communities to work not only together, but in partnership with service providers.

The Charter has the potential to harness the capacity of our community and service systems to come together quickly and 'act as one' to achieve a common goal. The Charter also has the potential to draw upon this same collective energy to drive community recovery from hardship, including the economic and social impacts of hardship.

Why do we need a Charter?

The networks and support that we call upon in times of hardship are usually ones we already have. Which is one of several reasons why social connection and belonging is so important. We know that social connection is also a key health determinant. People who have strong social networks are more likely to have better health outcomes.

Albany has a very strong sense of community, as we learnt through the engagement process for this project. Despite this however, when faced with hardship many of us still often struggle to ask for and accept help. We also feel uncomfortable approaching people to offer help.⁶ There are also many people in our community who, for a range of reasons, social, financial or health, do not have the informal networks people rely on in hardship.

“ Not everyone has a sense of belonging, they don't have family or contact with different groups on a day to day basis - it's just important to have that sense of belonging within your community.

Participant Sporting & Business Workshop

It is well documented that one of the greatest challenges people face when they become seriously ill is offering, asking for and/or accepting help. It is estimated when someone becomes seriously ill, less than 10 percent of their time is spent with formal services, while the remainder of their time is spent being supported by networks, friends, family, clubs etc.⁷

“ What we rejoice in is the circumstances of someone who is loved in their community, whose community feels that they have the capacity to step forward and that person and their family are able to accept that love and care and then things [caring for someone dying] actually work beautifully.

Associate Professor Dr Kirsten Auret, Palliative Care Specialist

If the Coronavirus has taught us anything it is, that we are 'All in this Together'. This Charter seeks to harness and build upon the collective action, good will and the neighbourhood networks we have seen develop in response to this crisis.

6 Grindrod, A., & Rumbold, B. *Healthy End of Life Program (HELP): offering, asking for and accepting help. Creating an End of Life Collaborative Community Culture*. 2016 La Trobe University Palliative Care Unit, Melbourne, Australia.

7 Professor Allan Kellehear in discussion with Christine Grogan, WA Primary Health Alliance, Compassionate Communities, Thursday 19th July 2018 at Bradford University.

DEVELOPMENT OF THE CHARTER

The Compassionate Albany Charter is informed by the Compassionate Community movement and reflects the values of our local community. The Albany community have been engaged throughout the development of this Charter and in this way, it is unique to our community, its strengths and the ongoing spirit of the community to care for each other.

The project began with a review of literature and case studies of other communities and local authorities who have adopted the Compassionate Communities movement and developed their own Compassionate Charters.

Compassionate Communities Steering Committee

The Great Southern Compassionate Communities Project has a Steering Committee to provide strategic guidance and oversight to the overall project.

This Committee has the following membership:

- WA Primary Health Alliance - Regional Manager
- City of Albany - Manager Community Development
- WA Country Health Service - District Health Advisory Council
- Albany Community Hospice
- St John Ambulance
- Great Southern Palliative Care Service
- Creative Albany – Community representative
- Carers WA
- General Practitioner

The Charter has been endorsed by the Compassionate Communities Project Steering Committee.

The Community and Stakeholder Engagement Process

The community engagement process for the Charter commenced in November 2019 in accordance with the Community Engagement Plan.

Six workshops were facilitated in November 2019 with 107 participants in total. The two-hour workshops were delivered using a world café format, with written feedback collated from small group discussions.

The workshops began with an overview of the Compassionate Communities concept and a audiovisual presentation from the *Limerick Compassionate Communities project, Ireland*. The participants were then asked the following three questions:

1. What are we already doing well in our community?
2. What could we do to build on this?
3. What do we need to create a more compassionate community?

The workshops were advertised using the following methods:

Newspapers:

- 14/11/19 Full page advert in the Albany Advertiser.
- 21/26/11/19 Quarter page advert in the Albany Advertiser.
- 14/11/19 Full page advert in the Weekender newspaper.
- 21/11/19 Quarter page advert in the Weekender newspaper.

Social Media:

- City of Albany Facebook Page 20/11/19 at 8am. The post reached 1.4k people.
- City of Albany Facebook Page 25/11/19 at 12.30pm. The post reached 1.7k people.
- Additional listings in the City of Albany community newsletter for several weeks and was also uploaded to the website listed under Events.
- WA Primary Health Alliance, Primary Health Exchange
- Great Southern Compassionate Communities webpage listing including workshop dates and venues - from 30 September.

Direct invites were sent to:

- ALAC direct email invitations to sporting clubs and associations network.
- Individual, business and community groups direct email – 186 including Friends of Groups, Ratepayer Associations and interest group networks, Faith Groups, Social Services Youth Advisory Council.
- ACCI – Albany Chamber of Commerce and Industry – 2 direct email invitations to 739 subscribers. Opened respectively by 254 of 737 recipients and 274 of 739 recipients.
- Compassionate Communities Project Stakeholder list inclusive of government organisations, businesses, community services, community groups, clubs, churches and faith groups.
- Invites were sent to special interest groups and in partnership with key stakeholder organisations: ACTIV, Albany Migrant Resource Centre, WA Primary Health Alliance's Regional Clinical Committee Chair (primary Health), Albany Early Years Network, Youth Advisory Council.

Special Interest Focus Groups

An additional 5 workshops were facilitated in November 2020 with 107 participants in total. The two-hour workshops were delivered using a world café format, with written feedback collated from small group discussions.

Strategic Workshop

The elected members of the City of Albany participated in a workshop discussion. They viewed a 3-minute video of the community and stakeholder workshops and then responded to the following question:

- As civic leaders what do you see is needed to make Albany a compassionate city?

The following is a schedule of workshops that were held:

Type of Engagement	Method of Engagement	Engagement Dates	Participation (Number)
Inform and Consult	Workshop Community members	27 November 2019	20
Inform and Consult	Workshop Sporting Clubs and businesses	27 November 2019	24
Inform and Consult	Workshop Government and Service Providers	28 November 2019	14
Inform and Consult	Workshop – Early Years Network	28 November 2019	3
Inform and Consult	Workshop – Youth Advisory Council	29 November 2019	12
Inform and Consult	Workshop – Community/Faith Groups and Not-for-Profit organisations	4 December 2019	34
Inform and Consult	Strategic Workshop - City of Albany Elected Member	18 February 2020	11
Inform and Consult	Focus Group - Primary Health (GP's)	26 February 2020	8
Inform and Consult	Focus Group – People living with Disability (in partnership with ACTIV)	20 February 2020	6
Inform and Consult	Focus Group Aboriginal Community	27 February 2020	3
Inform and Consult	Focus Group Culturally and Linguistically Diverse (Karen Community)	27 February 2020	9

Summary of Engagement Process

The following six key themes emerged from the analysis of the engagement data:

- **Shared humanity**

Living by the values of kindness, compassion, acceptance and care. Reaching out to others in our daily activities.

- **Community Mindedness**

Harness the collective energy and goodwill of the Albany community, encourage people to look out for each other and provide support. Strengthen existing volunteer networks and street/ neighbourhood communities.

- **Community Services and Initiatives**

Continue to value and support existing services e.g. Albany Community Hospice and Hawthorn House. Support and build upon community initiatives that address social isolation and vulnerability at any age. Build resilience and connection.

Compassionate Places and Spaces are created that facilitate and recognise compassion e.g. compassion café, memorial gardens, community information hubs and events.

- **Communication and Information**

Provide information in different formats, for example, in person, in print and digital. Communicate in a way that links people, services and support networks. Information sharing needs to have a physical presence where people can connect with someone, for example a hub or concierge.

- **Leadership, mentoring and advocacy**

Compassionate action takes strong leadership from our civic institutions, organisations, workplaces, schools, clubs, faith groups and families. Identify, recognise and support existing community champions. Develop/add to existing training and capacity building programs for schools, clubs, workplaces, organisations.

THE CHARTER

The *Compassionate Albany Charter* has been developed from the key themes that emerged from the analysis of the community engagement data. The key themes have been developed into aspirations for the purpose of encouraging a guiding community and stakeholders toward the common goal of being more compassionate.

COMPASSIONATE ALBANY CHARTER

Introduction Statement

I belong to a community where everyone recognises we have a part to play in supporting each other during life's toughest experiences, especially during times of hardship, illness, loneliness, death and grief.

We are all touched by these challenges at some point in our lives.

Let's have conversations about living well and dying well and supporting each other emotionally and practically along the way.

Shared Humanity

Compassion comes from the heart and starts with me.

A community where people show kindness, understanding and compassion towards everyone.

“ More understanding about the different ways people cope with loss - some talk, some are quiet, some like distraction. We are not all the same.

Participant - Youth Focus Group

Listening in an open way, don't judge quickly our differences and tell us to 'just get over it'. Respect our beliefs and connection to country, be open to learning a different way of seeing.

Participant - Noongar Focus Group



Community Mindedness

Let's ask, what can I do for my community?

People creating opportunities every day to:

- Ask are you OK?
- Stop to listen
- Offer and accept help
- Be kind



“ *The little things. It's the help that doesn't cost people a lot of time – taking the bin out, the cooked casserole or sitting with someone so they can go and get their hair done.*

This means the world to a carer, to give them the opportunity to get out or do what the average person can do.

Participant – Community Workshop

Compassionate organisations

Let's grow, recognise, reward

A Community growing more compassion in our businesses, schools, workplaces, clubs, community groups and institutions. Recognising and rewarding compassionate action.

“ *We need to be more inclusive outside of our clubs or organisations and think of the wider community and what we can do.*

Participant - Sporting Club and Business Workshop

Compassionate Places and Spaces

Let's use our places and spaces more to connect and belong.

Create a sense of belonging in all the places we meet, work and play.

“ *Not everyone has a sense of belonging, they don't have family or contact with different groups on a day to day basis - it's just important to have that sense of belonging within your community.*

Participant Sporting and Business Workshop

Communication and Information Sharing

- Let's Listen.
- Let's Ask.
- Let's Talk.
- Let's Share.

Information is easy to find and understand.

Provide clear information on all aspects of support for hardship, illness, loneliness, death and grief for all ages and abilities.



“ A compassionate community is a community that is connected, where people talk to each other face to face. There is so much on social media and online which doesn't actually connect all of the community from the young to the old.

Participant - Community Workshop

Leadership and Advocacy

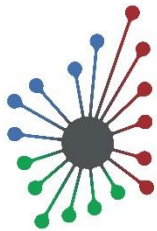
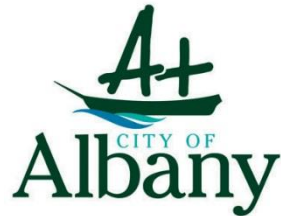
Let's lead by sharing what we've learnt and listening with our hearts

We are willing to be bold and be the change we want to see. Leadership is about compassion, inclusion, care and respect.

“ Everyone can be a leader. Everyone that knows about it [supporting people compassionately through loss] can spread the word - it's too much for one person, it's got to be a community responsibility.

Participant - Community Workshop





**WA Primary
Health Alliance**
Better health, together

phn
PERTH NORTH, PERTH SOUTH,
COUNTRY WA
An Australian Government Initiative

COMPASSIONATE CITY CHARTER COMMUNITY ENGAGEMENT REPORT

Project overview

The City of Albany and the WA Primary Health Alliance (WAPHA) are developing a Compassionate City Charter. A Charter is a vision or roadmap that can be used to guide people toward achieving a common goal.

The Compassionate City is about creating a community that supports each other through times of grief, illness, dying and death.

The concept of a Compassionate City Charter was originally developed by Professor Allan Kellehear. It describes 13 social changes to key institutions and activities of a city in order to embrace community empathy and help reduce the negative social, psychological and medical impacts of serious illness, caregiving and grief in a community.

The Compassionate City Charter is a key deliverable of WAPHA Great Southern Compassionate Community Project which is funded by the Commonwealth Government Department of Health - *Greater Choice for at Home Palliative Care* measure. WAPHA has funded a project officer to be co-located at the City of Albany to facilitate the development of the Charter with the City.

The purpose of the Charter is to create a roadmap or vision to guide government organisations, businesses, community services, schools, community groups, clubs, churches and faith groups to work together to create a compassionate city/community. Compassionate Cities is an international movement designed to help everyone in a community more effectively support those who are caregiving, dying, and grieving.

A key benefit of the charter will be creating opportunities for people, community groups and organisations that normally wouldn't connect with each other to come together to support the development of a compassionate community.

The Charter will be developed in consultation with a broad cross-section of the Albany community. It will be owned by the community and vested in the City of Albany as the local government authority.

Community Engagement and Participation

Community Workshops

Community workshops were undertaken by inviting members of the community inclusive of government organisations, Elected Members, businesses, community services, community groups, clubs, churches and faith groups.

The two hour workshops were delivered using a world café format, with written feedback collated from small group discussions. Participants answered the following questions:

What are we already doing well in our community? (*135)

What could we do to build on this? (*119)

What do we need to create a more compassionate community? (*131)

* Written responses recorded by community workshop participants.

- Compassionate is not just about elderly people, there are other people in the community who need support i.e. people with disabilities and people experiencing homelessness.

Supporting documents

- A Compassionate Community Case Study; *Heather Tony’s Story - End of Life at Home* <https://vimeo.com/383238063/563d43a6c1> [12 minutes]
The case study captures a local example of how a community, that is, a sporting club, friends, neighbours and local businesses supported a couple living in Bornholm through the husband Tony’s terminal illness. The network of community and palliative care staff that supported Tony enabled him to die peacefully at home as he wished. It is estimated formal care that is palliative care services, Doctors etc. make up only 10% of the care a dying person receives while 90% comes from the community.
- Happy to Chat benches – Media Release – this idea was posed in a workshop

The Weekender, February 6, 2020

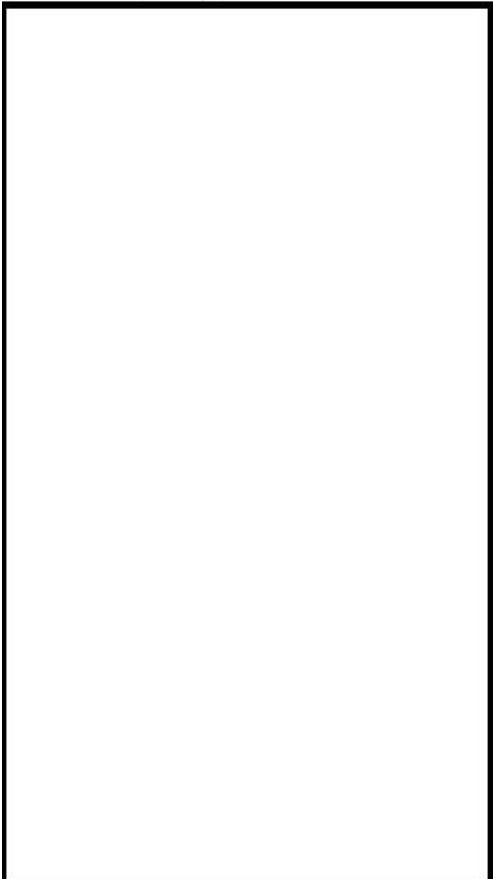


Photo: Ashleigh Fielding

City of Albany Councillor Tracy Sleeman, WAPHA Compassionate Communities Officer Vivienne Gardiner and Department of Transport Regional Operations Manager Noel Chambers.

Program sets benchmark

DAVID KAVANAGH

ALBANY residents are being encouraged to stop and say hello to one another as part of the City’s new ‘Happy to Chat’ bench project.

A plaque on the recently installed seat, located opposite the boat pens near Albany Entertainment Centre and Due South, calls on passers-by to strike up a conversation with anyone using it.

City of Albany Executive Director of Community Services Susan Kay said the simple initiative would help combat a loneliness epidemic

affecting one-in-four Australians.

“Social isolation is an issue we can all help to fight by making sure we are inclusive, encouraging positive conversations and showing our compassion as a community,” she said.

“By providing a platform for people to support one another and offer genuine connection we can increase compassion and empathy, reducing the rate of loneliness and boosting the level of healthy conversation that happens in our community.”

The City implemented the bench project in partnership with WA

Primary Health Alliance (WAPHA) and is seeking more suitable locations in Albany for other benches.

WAPHA Regional Manager Lesley Pearson said it showed how easy but important it was to create a safe and inviting place for people to chat.

“This exemplifies the spirit of the Compassionate Communities project and the commitment from the Department of Transport as landowner to support the wellbeing of the local community and provide their bench for this initiative,” she said.

Advertising

The workshop sessions were advertised as follows:

Newspapers

- 14/11/19 Full page advert in the *Albany Advertiser*.
- 21/26/11/19 Quarter page advert in the *Albany Advertiser*.
- 14/11/19 Full page advert in the *Weekender* newspaper.
- 21/11/19 Quarter page advert in the *Weekender* newspaper.

COA Facebook page

- 20/11/19 at 8am. The post reached 1.4k people.
- 25/11/19 at 12.30pm. The post reached 1.7k people.
- Additional listings in the City of Albany community newsletter for several weeks and was also uploaded to the website listed under Events.

ALAC direct email invitations to sports clubs and associations

- WA Primary Health Alliance (WAPHA) exchange Great Southern Compassionate Communities webpage listing including workshop dates and venues - from 30 September.
- Individual, business and community groups direct email – 186 e.g. City of Albany Sports Clubs Network, Friends of Groups, Ratepayer Associations and interest group networks, Faith Groups, Social Services Youth Advisory Council.
- ACCI – Albany Chamber of Commerce and Industry – 2 direct email invitations to 739 subscribers. Opened respectively by 254 of 737 recipients and 274 of 739 recipients.

DATE	VENUE	PARTICIPANTS	ATTENDANCE
27/11/2019	Library	Community	20
27/11/2019	Centennial Stadium	Sporting clubs & business (Included presentation by Jeff Dennis CEO Swan District Football Club)	24
28/11/2019	Library	Government & agencies	14
28/11/2019	Library	Early Years Network	3
29/11/2019	PCYC	Youth Advisory Council	12
4/12/2019	City of Albany	Community/Faith groups/Not-for-profit organizations	34
Strategic Workshop	City of Albany	City of Albany Elected Members	11
Focus Groups			
26/02/20	Library	General Practice	8
20/02/20	ACTIV	People living with Disability	6
28/02/20	Library	Aboriginal Community	3
27/02/20	Rainbow Coast NC	CALD Community – Karen	9
		Total	144

Workshop participants' feedback

What a Compassionate City means to Albany?

Workshop participants clearly expressed that they saw a Compassionate Albany as a community that publicly encourages, supports and celebrates care for one another during life's toughest experiences. The community felt that compassion should extend beyond terminal illness, death and grief, to encompass people effected by loss through suicide and trauma; social isolation and homelessness; chronic disability and dementia and frail aging. Participants also highlighted the importance of fostering a greater acceptance of difference in our community.

Emerging Themes

1. Leadership, mentoring and advocacy

- Compassionate action takes strong leadership from our civic institutions, organisations, workplaces, schools, clubs, faith groups and families.
- Identify, recognise and support existing community champions.
- Develop/add to existing training and capacity building programs for schools, clubs, workplaces, organisations.

Supporting community quotes:

- *Intergenerational [compassionate] champions/role models*
- *Value seniors' experiences and identify leaders in each group*
- *Civic compassion awards/recognition*
- *Continued leadership by the City of Albany- thinking outside the box - not just roads, rubbish and rates*
- *Compassionate workplace recognition initiatives*
- *A leadership centre where those prepared to help make changes and get things moving - perhaps start with addressing disconnection and loneliness in our community.*

2. Shared humanity

- Living by the values of kindness, compassion, acceptance and care.
- Reaching out to others in our daily activities.

Supporting community quotes:

- *Say HELLO - reducing everyday invisibility in our everyday lives - for all ages*
- *Value of kindness*
- *Losing prejudice and judgement - unconditional support*
- *Appreciate difference*
- *Acknowledge others - eye contact, greetings, conversation*
- *Cultural change - we need to be less afraid of people we don't know*

3. Community Services and Initiatives

- Continue to value and support existing services e.g. Albany Community Hospice and Hawthorn House.
- Support and build upon community initiatives that address social isolation and vulnerability at any age.
- Build resilience and connection

Supporting community quotes:

- *Provide training on death and dying for front-line organisations to better help their current client groups*
- *Support for people in prison [grief] – support when leaving*

- *support emergency services/first responders/ volunteers and the impact on individuals and families*
- *more funding*
- *resources for suicide prevention and support for all affected by suicide*

4. Communication and Information

- Provide information in different formats, for example, in person, in print and digital. Communicate in a way that links people, services and support networks.
- Information sharing needs to have a physical presence where people can connect with someone, for example a hub or concierge.

Supporting community quotes:

- *Pop up blackboards to write a 'Question of the month' about compassionate city ideas/questions. Pop up in shopping centres, footy, churches other community spaces and groups.*
- *People telling their stories; talking, making people more aware.*
- *Showcase community success and stories in local media.*
- *spruce up the community information page in the weekender, put more information online*
- *A "here is where to go guide" on how to report concerns.*
- *community grants - making it easier for people to know how to apply*
- *Health and death are tied together - develop more awareness*
- *Creating compassion and sharing as a vital aspect of a normal community - start developing it in children (maybe schools)*

5. **Compassionate Places and Spaces** are created that facilitate and recognise compassion e.g. compassion café, memorial gardens, community information hubs and events.

Supporting community quotes:

- *Information hub, citizens advice bureau - create one*
- *Provide opportunity for young people to be fully expressed, forum established with young people, etc. to set targets.*
- *Create Spencer Park community hub near IGA and community garden - advocate for Dept. of Housing to do!*
- *Remember the dead - multicultural parade thing! Like Katanning inclusive*
- *Public space is more compatible to spend time together.*
- *finding ways for personal conversations - conversation starter packs; conversation benches in parks*
- *Turn visitor centre into a [service] to help identify and refer to anything. More like a citizen's advice bureau. Volunteer run.*

6. Community Mindedness

- Harness the collective energy and goodwill of the Albany community, encourage people to look out for each other and provide support.
- Strengthen existing volunteer networks and street/ neighbourhood communities.

Supporting community quotes:

- *We need to be less afraid of people we don't know*
- *Moving away from isolation, not reaching out, self-sufficiency - It's OK not to be OK*
- *Being comfortable to ask for help; being comfortable offering help; being comfortable accepting help.*
- *Be more creative in how we see volunteering*

Stakeholder groups invited and responded

Amity Health	Pioneer Family church
Great Southern Museum	St John Ambulance
Uniting church	Oceans Church
Albany Depression Support Network	Albany Youth support Association
Catholic church	District Health Advisory
Death Café	Church of All Nations
Bahai Assembly	King River Recreation Club
Bridge Christian Fellowship	Albany Community Hospice
Cancer Council	City of Albany – Elected members
Living Waters Anglican church	Palmerston
Southern Regional TAFE	Great Southern Grammar
WACHS - GS Seniors Health & Community	Department of Communities
Albany Regional Volunteer Service	RAAFA Amity Village
Headspace Albany	Silver Chain
Great Southern Regional – GP	Albany Basketball Association
Shire of Denmark	South Coast Sports Medicine
Albany Football Club	Albany Aboriginal Corporation
Amity Rose Funerals	Albany Golf Club
Fire and Emergency Services	Albany Chamber of Commerce
Dept. Sport Local Government, Sport & Cultural Industries	Department of Education
University of Third Age (U3A)	Legacy RSL
Ekklesia Outreach	CarersWA
Youth Advisory Council	Kalgan Settlers Association
Middleton Beach Users Group	Parkinson's Disease Support Group
The Church of Jesus of Latter- Day Saints	Albany Bridge Club

Strategic Workshops

- Elected members were provided with a summary of the community engagement feedback and shown the 3 minute summary of the community engagement workshops 2019 – video snapshot <https://vimeo.com/377485945/4178338e19> [3 minutes]
- They were then asked to respond to the following question: *As civic leaders what do you see is needed to make Albany a compassionate city?*

The responses received are summarised below:

- Support for ensuring older people are made more 'visible' within the community and are given opportunities to participate in community and be engaged.
- Council had a leadership role for ensuring older people are looked after.
- Support for intergenerational activities that create opportunities for different generations to connect and interact. e.g. the connection between Juniper Residential Aged Care Facility and Lockyer Primary School.
- Ensure the charter focuses on including the rural parts of the City.
- That we encourage new and innovative solutions for caring for our older community members i.e. proposal by Craigcare to integrate children's playgrounds etc. into redevelopment.
- As people age, they often need to be relocated to Albany from outlying areas to access services and medical support we should make them feel welcome and cared for.

LOCAL GOVERNMENT ACT 1995

CITY OF ALBANY

**JETTIES, BRIDGES, BOAT PENS AND
SWIMMING STRUCTURES LOCAL LAW
2020**

CITY OF ALBANY

**JETTIES, BRIDGES, BOAT PENS AND SWIMMING
STRUCTURES LOCAL LAW 2020**

PART 1 - PRELIMINARY

- 1.1 Citation
- 1.2 Commencement
- 1.3 Application
- 1.4 Repeal
- 1.5 Definitions
- 1.6 Overriding power to hire and agree not limited

PART 2 – USE OF JETTIES, BRIDGES AND LAND

- 2.1 Use of jetty, bridge or land
- 2.2 Mooring of Vessels
- 2.3 Mooring Lines
- 2.4 Authorised person may order removal of vessel
- 2.5 Restrictions on launching
- 2.6 Material not to be removed
- 2.7 Cargo on jetty
- 2.8 Removal of cargo
- 2.9 Handling of bulk cargo
- 2.10 Vehicles on jetty
- 2.11 **No fishing from jetties or designated structures**
- 2.12 Damage to bridge, jetty or swimming enclosure
- 2.13 Limitations on fishing
- 2.14 Cleaning fish on jetties
- 2.15 Explosives prohibited
- 2.16 Fires on jetty or bridge
- 2.17 Loitering on jetty or bridge
- 2.18 Obstruction of jetty or bridge
- 2.19 Polluting surrounding area
- 2.20 Liquor on jetties and bridges
- 2.21 Nuisance on jetties and bridges
- 2.22 Application for consent

PART 3 -PENS AND PEN SYSTEMS

- 3.1 Licence requirement
- 3.2 Application for licence and application fee
- 3.3 Multiple ownership of vessels
- 3.4 Mooring of vessel
- 3.5 Licensee's obligations
- 3.6 General prohibitions
- 3.7 Right of entry and execution of repairs
- 3.8 Removal of vessel
- 3.9 Termination of licence

PART 4-GENERAL PROVISIONS

- 4.1 Fees and charges
- 4.2 Recovery of debt due
- 4.3 Offences and Penalties
- 4.4 Costs of repair
- 4.5 Appointment of an authorised person
- 4.6 Designated areas
- 4.7 Breach/Termination Notice
- 4.8 When an authorised person can act
- 4.9 Objection and appeal rights

PART 5-DETERMINATIONS IN RESPECT OF SWIMMING STRUCTURES

- 5.1 Determinations as to use local government property
- 5.2 Procedure for making a determination
- 5.3 Discretion to erect sign
- 5.4 Determination to be complied with
- 5.5 Register of determinations
- 5.6 Amendment or revocation of a determination

Schedule 1 – Determinations in Respect of Jetties and Swimming Structures**LOCAL GOVERNMENT ACT 1995****CITY OF ALBANY****JETTIES, BRIDGES, BOAT PENS AND SWIMMING STRUCTURES LOCAL LAW
2020**

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Albany resolved on [] to make the following local law.

PART 1 - PRELIMINARY**1.1 Citation**

This Local Law may be cited as the *City of Albany Jetties, Bridges, Boat Pens, and Swimming Structures Local Law 2020*.

1.2 Commencement

This Local Law will come into operation on the fourteenth day after the day on which it is published in the *Government Gazette*.

1.3 Application

- (1) This local law applies to the jetties, bridges, boat pens and swimming structures under the control of the City of Albany.
- (2) This local law applies to the following areas located outside the district:
 - (a) Lot 350, 7031 Swarbrick Street, Emu Point WA;
 - (b) The area bounded by the low water mark of the Indian Ocean and extending for a distance 200 metres seaward from the coastal boundary of the district; and
 - (c) The region bounded by:
 - (i) the swimming enclosure;
 - (ii) the coastal boundary of Lot 1474, Flinders Parade, Middleton Beach WA; and
 - (iii) the coastal boundary of Lot 651, 2 Flinders Parade, Middleton Beach WA;
 on the date this local law came into operation.
- (3) This local law does not apply to the administration of Department of Transport assets, which includes the –
 - (a) conditions of use of moorings and pens; and
 - (b) imposition and collection of fees and charges.

1.4 Repeal

This Local Law repeals the *City of Albany Jetties, Bridges and Boat Pens Local Law 2004* published in the *Government Gazette* on 31 January 2005 and as amended and published in the *Government Gazette* on 17 February 2006.

1.5 Definitions

In this local law unless the context otherwise requires –

Act means the *Local Government Act 1995*;

authorised person means the CEO or a person appointed by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

bait means food, or some substance, used as a lure in fishing;

berth means –

- (a) to lie alongside jetties; or
- (b) to be connected or tied to a vessel lying alongside jetties;

bridge means a structure spanning a body of water, road, railway line, chasm or the like and affording passage to vehicles or natural persons;

bulk cargo means bulk, unpacked produce or other materials such as grain, coal, oil, mineral ore, timber, sand or gravel;

cargo means any goods, merchandise or freight which is to be loaded onto, or which has been unloaded from, a vessel, but does not include bulk cargo;

CEO means the chief executive officer of the local government;

designated area means an area set aside and appropriately identified by an authorised person to be used for particular purposes pursuant to clause 4.6 of this Local Law;

Emu Point Boat Harbour Marina means the pen system located at Plantagenet Location 7031;

explosive means a substance or article as defined in *Dangerous Goods Safety Act 2004*, Part 1, regulation 8 of the *Dangerous Goods Safety (Explosives) Regulations 2007* (excluding emergency device) and includes fireworks;

emergency device means an article, containing one or more explosives with or without other substances, that is designed to be used in distress or an emergency for signalling, warning or rescue purposes appropriately identified *Dangerous Goods Safety Act 2004*, Part 1, regulation 8 of the *Dangerous Goods Safety (Explosives) Regulations 2007*.

fish has the meaning given to it by section 4 of the *Fish Resources Management Act 1994*;

fishing has the meaning given to it by section 4 of the *Fish Resources Management Act 1994*;

gidgee means an underwater tool used in spearfishing, consisting of a pole, a spear tip, and a rubber loop;

jetty means

- (a) any jetty, pier, wharf, quay, grid, slip, landing place, boat launching ramps, stage, platform (other than a platform that is a vessel for the purposes of the *Western Australian Marine Act 1982*) or similar structure, whether fixed or floating, erected or placed, wholly or in part, in, on or over any waters; and
 - (b) any ramp and supporting structure for vessel access to a ramp which is or which may be used for the purpose of launching or landing a vessel;
- which is under the care, control or management of the local government;

key means a device or object that provides security access, also known as a security access device, security access token or security access card, code or password.

land backed facility means that part of a jetty which is not located over water and which is located over a foreshore area;

liquor means a substance as defined in section 3 of the *Liquor Licensing Act 1988*;

local government means the City of Albany;

moor means to fasten or secure or connect a vessel to a mooring;

mooring means something to which a vessel may be moored or fastened and includes an anchor, stake, ring bolts, fastenings, or mooring pile;

mooring line means any line, rope, cable, chain or similar device used or capable of being used to fasten or secure a vessel to a mooring;

mooring pile means any pile used or capable of being used to secure a vessel;

owner means the person who is the lawful owner or the person legally entitled to the possession of any vessel, vehicle, cargo, property or chattel;

pen means a specific area within a pen system for a vessel and does not include any adjacent jetty and walkway;

pen system means a complex of interconnecting pens, and includes all jetties and walkways, which are under the care, control or management of the local government;

person or any word or expression descriptive of a person includes a natural person, a public body, company or association or body of persons corporate or incorporate, but does not include the local government;

petroleum has the meaning given to it by section 5 of the *Petroleum and Geothermal Energy Resources Act 1967*;

pollution means pollution as defined in the *Environmental Protection Act 1986*;

pollutant means any noxious, pollutant or offensive material whether solid or liquid, including but not limited to non-biodegradable chemicals or cleaning agents, rubbish, dirt, black water, sewage, oil, oily bilge water, sullage, fuel or the content of brine tanks, offal or litter (but excluding fish products or bait);

prohibited drug has the meaning given to it by section 3 of the *Misuse of Drugs Act 1981*;

Regulations mean the *Local Government (Functions and General) Regulations 1996*;

seaworthy means that a vessel is fit for voyage traversing the sea;

sign includes a notice, flag, mark, structure or device, including an electronic device, on which may be shown words, numbers, expressions, symbols or pictures;

Swimming Structure means a structure designated for swimming and includes swimming enclosures also known as Shark Barriers, meaning a seabed-to-surface protective barrier that is placed around a beach to protect people from shark attacks.

tout means to solicit custom;

utility services means municipal or public services and include the supply of water, electrical power, petroleum and waste and sewerage disposal services;

vehicle means a vehicle described in the First Schedule to the *Road Traffic Act 1974*; and

vehicle includes –

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise (and includes a bicycle, a skateboard and a vessel that is outside the water and carried by a trailer);
- (b) plant or equipment such as cranes and lifting devices; and
- (c) an animal being ridden or driven, but excludes –
 - (i) a wheel-chair or any device designed for use by a physically impaired person on a footpath;
 - (ii) a pram, baby carriage, stroller or a similar device;
 - (iii) a trolley; and
 - (iv) a vessel;

vessel means any kind of vessel, whether licensed or unlicensed, used or being capable of being used in navigation by water, however being propelled or moved, and without limiting the generality of the foregoing, includes-

- (a) a barge, lighter, floating restaurant, dinghy, vessel, tender vessel or other floating structure;
- (b) a jet-ski; and
- (c) an air-cushion vehicle, or other similar craft, used wholly or primarily in navigation by water, but does not include structures used only for the purpose of walkways or storage;

written law has the same meaning given to it by section 5 of the *Interpretation Act 1984* and includes this local law.

1.6 Overriding power to hire and agree not limited

Despite anything to the contrary in this local law the local government may –

- (a) hire the jetties or the land or any portion of the jetties or the land to a person; or
- (b) enter into an agreement with a person regarding the use or management of the jetties or the land or any portion of the jetties or the land.

PART 2 – USE OF JETTIES, BRIDGES AND LAND

2.1 Use of jetty, bridge or land

(1) A person shall not land at, use, approach or enter upon a jetty or bridge except in accordance with this local law or any other written law.

(2) A person shall not land at, use, approach or enter upon a jetty or bridge which is

- (a) under construction or repair; or
- (b) closed under section 6 of the *Jetties Act 1926*;

unless that person is engaged in the construction or repair of that jetty or bridge in accordance with the written consent of the local government.

2.2 Mooring of Vessels

(1) A person shall not moor to or berth a vessel at the jetties, or moor or berth a vessel on the Land –

- (a) unless the mooring or berthing of the vessel is authorised or permitted by the local government either by way of a sign affixed by the local government to the jetties or by written consent of the local government; and
- (b) other than in accordance with any conditions imposed by the local government under clause 3.5(1)(m).

(2) Subclause (1) does not apply to –

- (a) a person who needs to moor to or berth a vessel at a jetty, or on the Land in an emergency;
- (b) a vessel in distress such as that repairs are required and then only to effect the minimum repairs necessary to enable the vessel to be moved elsewhere;
- (c) a person who uses the jetties under and in accordance with a written agreement with the local government; and
- (d) a person who has been exempted from subclause (1) by the local government.

(3) A person shall not -

- (a) moor a vessel to a bridge,
- (b) moor a vessel to the jetties or any part of the jetties except to such moorings or mooring piles as are provided; or
- (c) permit a vessel to remain alongside the jetties unless the vessel is so moored or fastened.

2.3 Mooring Lines

- (1) The owner of a vessel must –
 - (a) provide, use and adequately maintain mooring lines sufficient to ensure the safe mooring or berthing of the vessel; and
 - (b) annually inspect the mooring lines and replace any mooring lines which are unfit for their intended purpose, so as to ensure that the mooring lines comply with any requirement under a written law or any condition imposed under clause 3.5.
- (2) Where the local government considers the mooring line of a vessel to be noncompliant with a requirement under a written law or a condition imposed under clause 3.2(2)(a), or to be faulty or unfit for the purpose for which it is used or to be used, the local government may issue a written direction to the owner of a vessel requiring within a specific timeframe –
 - (a) the replacement of any mooring line;
 - (b) the testing and certification of any mooring line as suitable for its purpose by a marine engineer or equivalent and the provision of such certification to the local government; or
 - (c) the removal of the vessel from the Land.

2.4 Authorised person may order removal of vessel

Notwithstanding anything to the contrary in this Local Law, a person shall immediately remove a vessel moored or fastened to or standing alongside a jetty or bridge, upon being directed to do so by an authorised person or a member of the police force.

2.5 Restrictions on launching

A person shall not launch a vessel from or over any jetty, land (other than a boat ramp) or bridge unless she or he has first obtained the written consent of the local government.

2.6 Material not to be removed

A person shall not remove or cause to be removed from a jetty or bridge, or from its approaches, any gravel, stone, timber, trees, shrubs, grasses or other material without the prior written consent of the local government.

2.7 Cargo on jetty

- (1) A person shall –
 - (a) not store or place cargo on a jetty unless it is to be loaded onto a vessel and that vessel is moored or fastened to or alongside the jetty; and
 - (b) load cargo on to a vessel as soon as practicable after the vessel is moored or fastened to or alongside the jetty.
- (2) Any person unloading cargo from a vessel on to a jetty shall remove it from the jetty as soon as practicable, on the day on which the cargo was unloaded.
- (3) Boarding ramps and gangways shall –
 - (a) be removed from a jetty after any passengers have embarked or disembarked and cargo has been loaded or unloaded, as the case may be; and
 - (b) be placed in the appropriate designated area as defined by an authorised person.

2.8 Removal of cargo

- (1) An authorised person may direct an owner or a person who, in the opinion of the authorised person, is in charge of cargo, which remains on a jetty, land or bridge contrary to any provision of this Local Law, to remove it from the jetty or bridge.
- (2) Cargo which remains on a jetty, land or bridge contrary to this Local Law may be removed and impounded by an authorised person in accordance with Part 3, Division 3, Subdivision 4 of the Act, irrespective of whether a direction to remove the cargo has been given pursuant to subclause (1).

2.9 Handling of bulk cargo

Except with the prior written consent of the local government, a person shall not place or deposit -

- (a) bulk cargo from a vehicle, vessel or container on to a jetty or bridge; or
- (b) a container containing bulk cargo on to a jetty or bridge.

2.10 Vehicles on jetty

(1) A person shall not take onto or drive or ride a vehicle on the jetties or allow a vehicle to remain on the jetties without the written consent of the local government.

(2) Subclause (1) does not apply when –

- (a) the vehicle is driven by a local government employee, authorised person or contractor engaged by the local government who is engaged in providing a service, maintaining or making a delivery in connection with the jetties; or
- (b) the person is driving an emergency vehicle in the course of his or her duties; or
- (c) boat launching ramps.

(3) A person must not drive a vehicle or allow a vehicle to be driven on the jetties at a speed exceeding 10km per hour or in such a manner to cause danger to a person.

2.11 No fishing from jetties or designated structures

(1) A person shall not –

- (a) fish from a designated swimming structure;
- (b) fish within a swimming enclosure; or
- (c) hang or spread fishing net on, over, under or from a designated swimming structure or enclosure.

(2) Subclause (1) does not apply to the Ellen Cove Jetty.

2.12 Damage to bridge, jetty or swimming enclosure

(a) A person shall not, by using a vessel or vehicle or otherwise, cause damage to a bridge, jetty or designated swimming structure owned by the local government.

(b) Where damage is caused to a jetty or bridge, whether by a vessel or vehicle or otherwise, the local government may repair the damage and the costs of the repair shall be a debt due to the local government.

(c) The debt referred to in clause 2.12 (b) is payable –

- (i) where the damage is caused by the use of a vessel or vehicle, by the person in control of the vessel or vehicle at the time the damage occurs;
- (ii) where the damage is not caused by a vessel or vehicle, by the person or persons who caused the damage; or
- (iii) where the damage is caused by an agent or employee of the owner of the vessel or vehicle, and without prejudice to the liability of other persons, if any, by the owner of a vessel or vehicle.

2.13 Limitations on fishing

A person shall not -

(a) fish from a jetty or a bridge so as to –

- (i) obstruct or interfere with the free movement of a vessel approaching or leaving the jetty or the bridge; or
- (ii) interfere with the use of the jetty or the bridge by any other person or vehicle; or

(b) hang or spread a fishing net on or over any part of a jetty or a bridge.

2.14 Cleaning fish on jetties

A person shall not shell, gut, scale or clean fish, or deposit or discard bait or waste from a fish –

- (a) on a Boat Pen;
- (b) on a designated swimming structure;
- (c) on a Jetty, except in a place designated by way of a sign affixed by the local government or receptacle set aside by the local government, and subject to any conditions that may be specified on the receptacle or a sign.

2.15 Explosives prohibited

Without the prior written consent of the local government, no person shall land, place or handle explosives (as defined) on a jetty or bridge.

2.16 Fires on jetty or bridge

No person shall light, place or keep a fire upon a jetty or bridge.

2.17 Loitering on jetty or bridge

No person shall loiter, lounge, camp or sleep or erect a tent, camp or fly on a jetty or bridge.

2.18 Obstruction of jetty or bridge

A person shall not –

- (a) Without the written consent of the local government, cause any obstruction on a jetty or bridge or impede the free passage of other persons to, from or on a jetty or bridge.
- (b) Obstruct or hinder –
 - (i) any authorised person, or worker engaged in the construction or repair of any jetty or bridge; or
 - (ii) any authorised person acting in the course of his or her duties.
- (c) Without the prior written consent of the local government, place any advertising signage or fixture of any nature on a jetty or bridge or access to a jetty or bridge.

2.19 Polluting surrounding area

A person shall not –

- (a) throw or cause to be thrown any glass, stone or other object, or any filth, dirt, rubbish, or other matter of a similar nature from a jetty or bridge;
- (b) tip or deposit anything on to a jetty or bridge so as to cause pollution;
- (c) deposit any offensive rubbish or offal into any rubbish bin located on the jetty or bridge; or
- (d) bring, deposit or release or permit to be brought, deposited or released black water, raw sewerage, oil, bilge water, sullage, fuel (except in a container designed for carrying fuel type) or the content of brine tanks, fish products including fish carcasses (but excluding bait), shells and offal, whether solid or liquid, and regardless of whether or not it is dangerous, polluting or noxious in nature, onto a jetty or bridge or into the waters surrounding a jetty or bridge.

2.20 Liquor on jetties and bridges

- (1) A person shall not consume any liquor on a jetty or bridge.
- (2) A person shall not sell liquor on a jetty or bridge or from a vessel while moored to, or alongside a jetty or bridge.

2.21 Nuisance on jetties and bridges

A person shall not -

- (a) without the written consent of the local government display any sign or advertisement or use any loud speaking device on a jetty or bridge;
- (b) tout while on, or within 200 metres of, a jetty or bridge;
- (c) dive from a jetty or bridge; or
- (d) interfere with any other person using a jetty or bridge.

2.22 Application for consent

- (1) Where a person is required to obtain the written consent of the local government under this Local Law, the person is to apply for that consent in the manner required by the local government.
- (2) The local government may, in accordance with sections 6.16 to 6.19 of the Act, determine and impose a fee for receipt of an application for consent made under clause 2.21(1).
- (3) If an application for consent is not made in the manner required by the local government or the fee, if any, which is charged to accompany that application is not paid, the local government may refuse to consider the application for consent.
- (4) The local government shall give its decision on an application for consent, in writing to the person who applied for that consent.

PART 3 -PENS AND PEN SYSTEMS

3.1 Licence requirement

- (1) No person shall, without first obtaining a licence from the local government, moor or anchor or cause any vessel to be moored or anchored, within a pen or pen system.
- (2) A person shall be permitted to live on board a vessel moored or anchored within a pen or pen system for no more than two consecutive days, providing that the occupation complies with the requirements of the relevant legislation.

3.2 Application for licence and application fee

- (1) Where a person is required to obtain a licence under this Part, that person is required to apply for the licence in the manner required by the local government.
- (2) The local government may, in accordance with sections 6.16 to 6.19 of the Act, determine and impose an application fee for a licence under clause 3.2(1).
 - (a) The application for a licence must be made by the owner of the vessel; or
 - (b) the owner's agent who has the written authority to sign the application on behalf of the owner of the vessel.
- (3) The licence will be issued in the name of the owner of the vessel.
- (4) If an application for a licence is not made in the manner required by the local government or the fee, if any, which is charged to accompany that application is not paid, the local government may refuse to consider the application for a licence.

3.3 Multiple ownership of vessels

Where ownership of vessels is shared between more than one person, the following will apply –

- (a) At the time of application, one designated pen holder will be nominated in writing. This Pen Holder will be responsible for:
 - (i) All correspondence with the City of Albany, the City of Albany will not correspond with any other partners.
 - (ii) Ensuring the vessel and its use is in compliance with the local law.
 - (iii) Any local law infringements in relation to the use of this vessel or pen will be issued to, and the sole responsibility of this person.
 - (iv) Payment of all fees and any penalty for non-payment.
 - (v) Ensuring the vessels third party insurance coverage extends to use by any silent partners.
 - (vi) Paying bond to the City and forwarding key to silent partners.
 - (vii) Making application to the City for addition or removal of silent partners.
- (b) There can be up to 3 additional partners to whom the following conditions and responsibilities apply:
 - (i) be required to sign and adhere with the local law while utilising the pen system.
 - (ii) the vessel s third party coverage must extend to use by these partners.
 - (iii) The City of Albany will not undertake any correspondence with these partners - all correspondence will be the responsibility of the designated pen holder.

- (iv) The silent partners will be issued with a key, through the designated pen holder, who will be responsible for any applicable key-bonds or communication in relation to-key.
- (c) Transfer of designated pen holder - for the purpose of pen allocation and waitlisting
 - (i) Once allocated, the designated penholder status cannot be transferred to any other person.
 - (ii) In the event the designated pen holder sells, relinquishes or bequeaths their share in the vessel, the pen lease will be cancelled and silent partners shall have no claim in respect to lease of that pen. Silent partners may apply for lease of the given, or any other pen, in accordance with waitlist and other application process and procedure administered by the Manager of the Pen system.

3.4 Mooring of vessel

- (1) The licensee shall during the term of the licence –
 - (a) provide, use and maintain mooring lines sufficient to ensure the safe mooring of the vessel within the pen or pen system, which shall not be less than the sizes listed below -

Length of vessel	Mooring Lines Diameter
Up to 5m	Not less than 12mm
5m to 8m	Not less than 16mm
8m to 12m	Not less than 20mm
12m to 15m	Not less than 24mm

- (b) annually inspect the mooring lines and replace any mooring lines which are unfit for their intended purpose.
- (2) An authorised person may –
 - (a) issue a written direction to a licensee, or, where applicable, to the person in charge of the vessel at the relevant time, requiring any mooring lines for a vessel to be refitted within a specified period where, in the opinion of that authorised person, the mooring lines are faulty or sub-standard;
 - (b) notwithstanding clause 3.4(2)(a), refit any faulty or sub-standard mooring lines where it is the opinion of the authorised person that an emergency has arisen requiring such action to be taken; and
 - (c) where a licensee fails to comply with a written direction issued under clause 3.4(2)(a) within the period specified in the written direction, refit or cause to be refitted the mooring lines.
- (3) Where mooring lines are refitted under clause 3.4(2)(c), the costs of the refit shall be a debt due to the local government, payable by the licensee.

3.5 Licensee's obligations

- (1) During the term of the licence, the licensee shall –
 - (a) keep and maintain the vessel in a state of good and substantial repair and in a clean, tidy, orderly and seaworthy condition;
 - (b) keep and maintain the pen in which the licensee's vessel is moored and any adjacent jetty or walkway in a clean, tidy and orderly condition;
 - (c) ensure that, except during entry into and exit from the pen, no portion of the vessel moored in the pen shall extend beyond the boundaries of the pen;
 - (d) ensure that the vessel shall not at **any time** interfere with, obstruct or impede the movement of any other vessels within the pen system;
 - (e) ensure that the vessel shall not at **any time** interfere with, obstruct or impede the movement of any materials, goods or equipment along or over any jetty or walkway forming part of the pen system;

- (g) ensure that any vessel under the control of the licensee, his agent or employee, when approaching, using or leaving the pen is controlled in a cautious and seamanlike manner and does not cause a nuisance or damage to any other vessel, property or persons;
 - (h) provide adequate fenders between the vessel and the dock, and when the vessel leaves the pen, mooring lines are coiled safely as to not create a tripping hazard;
 - (i) ensure that hose pipes or electricity leads shall not be allowed to obstruct or create a hazard to persons walking within the pen system;
 - (j) not leave any material, device or goods on any walkway or jetty;
 - (k) pay all service fees and other fees (including water, electricity and fuel wharfage);
 - (l) ensure the vessel is licensed with the relevant authorities;
 - (m) upon expiry of license a copy of a boat renewal licence receipt is to be provided to the local government;
 - (n) hold a third party insurance policy for the vessel housed in the pen or pen system;
 - (o) provide a copy of the third party insurance policy upon request; and
 - (p) comply with all conditions attaching to the licence.
- (2) During the term of the licence, the licensee shall not -
- (a) permit any vessel other than the one described in the licence to use or to occupy the pen without the prior written, consent of the local government;
 - (b) bring, deposit or release or permit to be bought, deposited or released any black water, raw sewerage, oil or fuel, fish products including fish carcasses (but excluding bait), shells and offal, whether solid or liquid, and regardless of whether or not it is dangerous, polluting or noxious in nature, into or within the pen or the waters surrounding the pen. This does not prohibit a person from -
 - (i) washing down their vessel, the pen, or the adjacent jetty or walkway, provided no non-biodegradable chemicals or cleaning agents are used; and
 - (ii) cleaning fish on board their vessel or at any designated area for cleaning fish within the pen system;
 - (iii) bringing fuel in approved containers onto or within the pen system for the purposes of refuelling.
 - (c) store or keep, or permit to be stored or kept, on or in any vessel in the pen, or the pen system, any inflammable substance except that which is contained in tanks or lines which either form a permanent part of a vessel or which comply with the *Uniform Shipping Laws Code 1981* (Cth) and the relevant regulations created under the *Western Australian Marine Act 1982* (WA);
 - (d) do or leave undone, or cause or permit to be done or left undone, in or upon the pen any act or thing which may -
 - (i) cause damage; or
 - (ii) become a nuisance, annoyance or inconvenience, to other users of the pen-system;
 - (e) cause the entrance gate to the pen system to be held open by any manner whatsoever;
 - (f) permit any animals to stray in or on any part of the pen system;
 - (g) without the prior written consent of the local government, make any alteration or addition to the pen or any part thereof;
 - (h) without the prior written consent of the local government, affix or exhibit, or cause or permit to be affixed or exhibited, on any part of the pen or vessel any poster, sign or advertisement other than a vessel's registration numbers and name;
 - (i) without the prior written consent of the local government, carry out or permit to be carried out any major structural work to the vessel in the pen or pen system;
 - (j) operate or permit to be operated any noisy, noxious or objectionable engines, radios or other apparatus or machinery within the pen, so as to cause any nuisance or annoyance to another user of the pen system;
 - (k) provide any person with the key (or any copy, duplicate or replica of the key) giving access to the pen system;

- (l) leave the vessel unattended in such a manner as to prevent the movement of another vessel in or out of its pen, or obstruct the movement of vessels in the pen system;
- (m) engage a vessel's propulsion system while secured to a pen or pen system except when alighting (leaving/arriving) from the pen or carrying out mechanical repairs or testing; or
- (n) without the prior written consent of the local government, sub-lease the pen to a third party (this does not include names that appear as silent partners).

3.6 General prohibitions

- (1) A person shall not swim in the pen system without having first obtained written consent from the local government.
- (2) A person shall not perform underwater repairs or hull cleaning in the pen system;
- (3) A person shall use power points and water taps provided within the pen system only with the appropriate connections and for the purpose of minor maintenance, and ensure all power cords are tagged and tested and in good order and repair, and not placed in the water.
- (4) A person shall not without obtaining the prior written consent of the local government, use a
 - (a) power point for longer than 3 hours; or
 - (b) water tap for longer than 30 minutes,in a 24 hour period commencing at midnight.
- (3) A person shall not use a gidgee or spear gun in a pen system.

3.7 Right of entry and execution of repairs

- (a) An authorised person may, at any reasonable time during the term of the licence, enter upon and view the condition of the pen, the vessel and any mooring dolphins, buoys and lines or any part thereof.
- (b) An authorised person may give to the licensee a notice in writing requiring the licensee to execute any repairs and works within a stipulated time period that, in the reasonable opinion of the authorised person, are necessary to any of the things referred to in clause 3.7(a).
- (c) The licensee shall execute all repairs and works required to be done within a reasonable time period by written notice given by an authorised person.
- (d) If the licensee does not, within the time specified in any notice issued under this clause, complete the repairs and works required in the notice, an authorised person may enter the mooring pen and complete the repairs and works required in the notice.
- (e) The cost of any repairs and works undertaken by the local government under clause 3.7(d) shall be a debt due to the local government payable by the licensee.
- (f) An authorised person may, at any reasonable time enter a pen for the purpose of making surveys or carrying out any works the local government may deem to be necessary without paying to the licensee any compensation, although any work shall be carried out with, the least inconvenience possible to the licensee.
- (g) An authorised person may enter a pen or a vessel, at any time when, in the reasonable discretion of the authorised person, an emergency exists.

3.8 Removal of vessel

- a. An authorised person may, in any of the circumstances mentioned in Clause 4.8, move or cause to be moved any vessel located within a pen.
- b. The costs of moving a vessel under this clause shall be a debt due to the local government, payable by the licensee.

3.9 Termination of licence

- (1) The local government may, on **twenty-one** (21) days written notice to the licensee, terminate a licence granted under clause 3.1 in the event of –
 - (a) the annual service fee or any part thereof, payable by a licensee being in arrears for one calendar month after becoming due and payable; or
 - (b) any default by a licensee in the due observance and performance of any of the requirements contained in this Local Law or any condition of the licence.
- (2) Termination of a licence pursuant to this clause will not prejudice the local government's rights, powers and remedies in relation to any fee or other monies owed as a debt due to the local government under this Local Law or in relation to penalties for breach of this Local Law.
- (3) Upon the expiration or earlier termination of a licence granted under clause 3.1(1), the licensee shall remove the vessel from the pen within 7 days. If the licensee fails to remove the vessel within 7 days, the local government may remove and store the vessel and the costs of removing and storing the vessel shall be a debt due to the local government payable by the licensee.
- (4) Where a licence is terminated in accordance with clause 3.9 reapplication by the person holding the licence, either as a licence holder or silent partner, shall not be considered for a period of 12 months from effect of the licence termination
- (5) In the event of a licensee discontinuing the use of the pen he or she shall not be entitled to a refund of that part of any fee paid by the licensee in respect of a licence, the service fee or any other fees that may apply from time to time.
- (6) In the event of a breach by the licensee of any of the provisions of this Local Law, the licensee's vessel may be removed, impounded and disposed of in accordance with Part 3, Division 3, Subdivision 4 of the Act.

PART 4-GENERAL PROVISIONS

4.1 Fees and charges

Fees and charges may be imposed by the local government for the purposes of this Local Law in accordance with the requirements of sections 6.16 to 6.19.

4.2 Recovery of debt due

Wherever this Local Law refers to a debt due to the local government, that amount may be recovered by the local government in a court of competent jurisdiction.

4.3 Offences and Penalties

- (1) Any person who fails to do anything required or directed to be done under this Local Law, or who does anything which under this Local Law that a person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this Local Law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.
- (3) An offence against any provision of this Local Law is a prescribed offence for the purpose of section 9.16(1) of the Act.
- (4) The modified penalty for an offence against any provision of this Local Law is \$150.

4.4 Costs of repair

Any person who causes damage to a jetty, bridge or pen under the care, control and management of the local government, whether or not they are committing an offence under this Local Law, shall pay the costs of repairing any damage caused to the local government.

4.5 Appointment of an authorised person

The local government may appoint authorised persons under section 9.10 of the Act to perform any of the functions of an authorised person under this Local Law.

4.6 Designated areas

- (1) An authorised person may designate, and appropriately identify, a particular area on or within a bridge, jetty, **swimming structure**, or pen system, to be used for a particular purpose.
- (2) Subject to conditions that may be imposed by relevant Acts and associated Regulations (for example: a use or activity not allowed under Part 2 of the local law, may be approved with appropriate controls and a defined area).

4.7 Breach/Termination Notice

Under a breach of the licensee's obligations prescribed in part 3, that results in a termination notice a person will have 28 days to remove the vessel and all fixtures and fittings from the pen.

4.8 When an authorised person can act

Notwithstanding the powers and functions of the authorised officer prescribed in parts 1, 2 and 3, no action shall be taken by an authorised officer unless such action is related to –

- (a) an inspection that serves to either verify compliance or remedy non-compliance with the conditions of the Local Law;
- (b) the rectification of a situation that could reasonably be expected to lead to either damage to private or public property or threaten personal safety; or
- (c) The overall efficient and effective management of the facility.

4.9 Objection and appeal rights

When the local government makes a decision as to whether it will—

- (a) grant a person a licence under this local law; or
- (b) renew, vary, or cancel a licence that a person has under this local law,

the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations shall apply to that decision.

PART 5-DETERMINATIONS IN RESPECT OF JETTIES AND SWIMMING STRUCTURES

5.1 Determinations as to use local government property

- (1) The local government may make a determination in accordance with clause 5.2—
- (a) setting aside specified local government property for the pursuit of approved activities, such as swimming and/or fishing;
 - (b) prohibiting a person from pursuing an activity on specified local government property; and
 - (c) as to any matter ancillary or necessary to give effect to a determination.
- (2) The determinations in Schedule 1—
- (a) are to be taken to have been made in accordance with clause 5.2;
 - (b) may be amended or revoked in accordance with clause 5.6; and
 - (c) have effect on the commencement day.

5.2 Procedure for making a determination

- (1) The local government is to give local public notice of its intention to make a determination.
- (2) The local public notice referred to in subclause (1) is to state that—
- (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
 - (b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and
 - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the date of publication.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to—
- (a) give local public notice that the proposed determination has effect as a determination on and from the date of publication;
 - (b) amend the proposed determination, in which case subclause (5) will apply; or
 - (c) not continue with the proposed determination.

- (4) If submissions are received in accordance with subclause (2)(c) the Council is to—
- (a) consider those submissions; and
 - (b) decide—
 - (i) whether or not to amend the proposed determination; or
 - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice—
- (a) of the effect of the amendments; and
 - (b) that the proposed determination has effect as a determination on and from the date of publication.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

5.3 Discretion to erect sign

The local government may erect a sign on local government property to give notice of the effect of a determination which applies to that property.

5.4 Determination to be complied with

A person shall comply with a determination.

5.5 Register of determinations

- (1) The local government is to keep a register of determinations made under clause 5.1, and of any amendments to or revocations of determinations made under clause 5.6.
- (2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

5.6 Amendment or revocation of a determination

- (1) The Council may amend or revoke a determination.
- (2) The provisions of clause 5.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.
- (3) If the Council revokes a determination it is to give local public notice of the revocation and the determination is to cease to have effect on the date of publication.

REPORT ITEM CCS283 REFERS TO
SCHEDULE 1 – DETERMINATIONS IN RESPECT OF JETTIES AND SWIMMING STRUCTURES

Location Description	Determination of Use
Emu Point Boat Pens – Lot 350, 7031 Swarbrick Street, Emu Point WA.	No swimming from structures within the security controlled boat pen area.
Emu Point Swimming Structure – Lot 1461, Roe Parade, Emu Point WA.	No fishing on the swimming structure.
Ellen Cove Swimming Enclosure & Swimming Platform - The coastal boundary of Lot 1474, Flinders Parade, Middleton Beach WA.	No fishing permitted from the beach, in the area bounded by the Ellen Cove Swimming Enclosure.
Ellen Cove Jetty - The coastal boundary of Lot 651, 2 Flinders Parade, Middleton Beach WA.	Swimming permitted from the Jetty. Fishing permitted from the Jetty.

Dated this: day of 2020.

The Common Seal of the)
City of Albany was affixed)
 by the authority of the)
 resolution of Council)
 in the presence of:)

.....
 Dennis Wellington, **Mayor**

.....
 Andrew Sharpe, **Chief Executive Officer**

Purchasing Policy (Tenders and Quotes)

Objectives

1. To provide best value to Council, and equity and transparency to suppliers of the City's goods and services.
2. To ensure consistency for all purchasing activities that integrates within all the City of Albany operational areas.
3. To provide a preference to organisations that:
 - Demonstrate high levels of Corporate Social Responsibility (CSR) including supporting people with disabilities or special needs, or contributions to the community such as sponsorships or donations.
 - Have in place or are prepared to consider implementing employment strategies and programs for Indigenous people.
 - Demonstrate sustainable business practices.
 - Supply Australian made products.

Scope

4. Applies to all staff with the authority to purchase goods and services.
5. All officers and employees of the City of Albany shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the standing of the City.

Policy Statements

A: Purchasing Protocols:

6. The following protocols * will apply to each category:

Category	Value (exc. GST)	Minimum Protocol
Minor Purchase	\$0-\$2,000	1 Verbal Quote
Minor Quotation	\$2,001-\$5,000	2 Verbal Quotes
Intermediate Quotation	\$5,001-\$30,000	2 Written Quotes
Major Quotation	\$30,001-\$250,000 **	3 Written Quotes
Major Purchase (Tender)	Over \$250,000 **	In accordance with Division 2 – Section 11 of the <i>Local Government (Functions and General) Regulations 1996</i>

* If a purchase is made and the minimum protocol for quotations is not met, a non-conforming file note is required to be completed, detailing the reasons for not meeting the protocol.

** The City of Albany Buy Local Policy is to apply to both Major Quotations (\$30,001-\$250,000) and Major Purchases (Tenders) (over \$250,000).

7. The Purchasing Protocol does not apply 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.
8. 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.

B: Panels of Pre-Qualified Suppliers

9. Factors to be considered by the City when establishing a panel of pre-qualified suppliers would include (but are not necessarily limited to) circumstances where:
 - There are numerous potential suppliers in the local and regional market sector/s.
 - The purchasing activity under the intended Panel is assessed as being of a low to medium risk.
 - The Panel will streamline and improve procurement processes.
 - The City has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.
10. Should the City determine that it is beneficial to create a Panel, it must do so in accordance with Part 4, Division 3 the Local Government (Functions and General) Regulations 1996. This ensures that clear and consistent information is communicated to all suppliers, including selection criteria, conditions of contract, specifications and price schedules (as required).
11. Pre-Qualified Suppliers will be appointed to the Panel based on their suitability to provide the goods and/or services as per the weighted evaluation criteria. The number of suppliers appointed to a Panel will be dependent on requirements.
12. Panel members will be engaged based on various factors such as value for money, suitability, availability, familiarity with a particular project and/or specialist requirements.
13. The City may engage non-Panel members as required, subject to normal quotation and tendering requirements as per the Regulations.

C. Records Management

14. All records associated with all purchasing categories will be recorded and retained in line with the provisions of the State Records Act 2000, including:
 - Tender documentation;
 - Internal documentation;
 - Evaluation documentation;
 - Enquiry and response documentation;
 - Notification and award documentation;
 - Quotation documentation;
 - File Notes; and
 - Purchase Orders and requisitions.

Legislative and Strategic Context

15. To provide compliance with the *Local Government Act 1995* (the Act) and the *Local Government (Functions and General) Regulations 1996* (the Regulations).

Review Position and Date

16. This policy is to be reviewed by the document owner annually.

Associated Documents

17. Documents that have a bearing on this policy and that may be useful reference material for users of this policy, follow:
 - Local Government Act 1995
 - Local Government (Functions and General) Regulations 1996
 - Tender Procedure
 - Quotation Procedure
 - Evaluation Procedure (Tenders and Quotes)
 - Buy Local Policy (Regional Price Preference)

DRAFT

Document Approval			
Document Development Officer:		Document Owner:	
Manager Finance Senior Procurement Officer		Executive Director Corporate & Commercial Services	
Document Control			
File Number - Document Type:	CM.STD.7 – Policy		
Synergy Reference Number:	NP20110477		
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Quality Assurance:	Procurement Team, Executive Management Team.		
Distribution:	Public Document		
Document Revision History			
Version	Author	Version Description	Date Completed
1.0	CEO	Adoption Ref: OCM 20/05/08 Resolution Item 12.2.1	20/05/2008
2.0	CEO	Revised, changed policy for minor quotes to two written quotes. Adoption Ref: OCM 19/01/10 Resolution Item 16.5.1	19/01/2010
3.0	CEO	Reformatted. Amendment, changed policy for minor purchases to one written quote. Adoption Ref: OCM 18/05/10 Resolution Item 16.4.1	18/05/2010
4.0	CEO	Fully reviewed by Audit & Finance Committee. Adoption Ref: OCM 19/02/13 Resolution Item 1.1.	19/02/2013
5.0 – 5.1	MGR	v5.0 Reformatted for review by Procurement Team and Document Owner. v5.1 Draft Version to EMT for Review	28/04/2014 03/07/2014
5.2	DCEO	Presented to and endorsed by Council. Adoption Ref: OCM 26/08/2014 Resolution CSF109.	26/08/2014
6.0	EDCS	Reviewed by Procurement Team and EDCS under delegation.	10/05/2016
6.1	EDCS	Presented to and endorsed by Council. Adoption Ref: OCM 28/06/2016 Resolution CSF246. Synergy Reference: NP072938_8	28/06/2016
6.2	Manager Finance	Prepared for reviewed and approval by Council.	11/08/2020
7.0	Manager Finance	Proposed Adoption Ref: OCM 11/08/2020 CCS284	11/08/2020

Council Policy: Purchasing Policy (Tenders and Quotes)

1. Policy Statement

The following protocols * will apply to each category:

Category	Value (exc. GST)	Minimum Protocol
Minor Purchase	\$0-\$2,000	1 Verbal Quote
Minor Quotation	\$2,001-\$5,000	2 Verbal Quotes
Intermediate Quotation	\$5,001-\$30,000	2 Written Quotes
Major Quotation	\$30,001-\$150,000 **	3 Written Quotes
Major Purchase (Tender)	Over \$150,000 **	In accordance with Division 2 – Section 11 of the <i>Local Government (Functions and General) Regulations 1996</i>

* If a purchase is made and the minimum protocol for quotations is not met, a file note signed by the Executive Director needs to be completed, detailing the reasons for not meeting the protocol. In this instance a copy of the file note will be forwarded to the Executive Director Corporate Services or appointed delegate.

** The City of Albany Buy Local Policy is to apply to both Major Quotations (\$30,001-\$150,000) and Major Purchases (Tenders) (over \$150,000).

Purchasing Protocol does not apply 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.

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.

2. Objective

To provide best value to Council, and equity and transparency to suppliers of the City's goods and services.

To ensure consistency for all purchasing activities that integrates within all the City of Albany operational areas.

To provide a preference to organisations that:

- Demonstrate high levels of Corporate Social Responsibility (CSR) including supporting people with disabilities or special needs, or contributions to the community such as sponsorships or donations
- Have in place or are prepared to consider implementing employment strategies and programs for Indigenous people
- Demonstrate sustainable business practices
- Supply Australian made products

3. Scope

Applies to all staff with the authority to purchase goods and services.

All officers and employees of the City of Albany shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the standing of the City.

4. Panels of Pre-Qualified Suppliers

Factors to be considered by the City when establishing a panel of pre-qualified suppliers would include (but are not necessarily limited to) circumstances where:

- There are numerous potential suppliers in the local and regional market sector/s
- The purchasing activity under the intended Panel is assessed as being of a low to medium risk
- The Panel will streamline and improve procurement processes
- The City has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel

Should the City determine that it is beneficial to create a Panel, it must do so in accordance with Part 4, Division 3 the *Local Government (Functions and General) Regulations 1996*. This ensures that clear and consistent information is communicated to all suppliers, including selection criteria, conditions of contract, specifications and price schedules (as required).

Pre-Qualified Suppliers will be appointed to the Panel based on their suitability to provide the goods and/or services as per the weighted evaluation criteria. The number of suppliers appointed to a Panel will be dependent on requirements.

Panelists will be ranked based on value for money and suitability, and engaged based on their ranking as well as other factors such as availability, familiarity with a particular project and/or specialist requirements.

The City may engage non Panel members as required, subject to normal quotation and tendering requirements as per the Regulations.

5. Records Management

All records associated with all purchasing categories will be recorded and retained in line with the provisions of the *State Records Act 2000*, including:

- *Tender documentation;*
- *Internal documentation;*
- *Evaluation documentation;*
- *Enquiry and response documentation;*
- *Notification and award documentation;*
- *Quotation documentation;*
- *File Notes; and*
- *Order forms and requisitions.*

6. Legislative and Strategic Context

To provide compliance with the *Local Government Act 1995* ("the Act") and the *Local Government (Functions and General) Regulations 1996* ("the Regulations").

7. Review Position and Date

Executive Director Corporate Services to review annually.

8. Associated Documents

- *Local Government Act 1995*
- *Local Government (Functions and General) Regulations 1996*
- *Tender/Contract procedure*
- *Quotation procedure*
- *Evaluation procedure (Tenders and Quotations)*
- *City of Albany Buy Local Policy*

9. Definitions

- ***Minor Purchase:*** *A purchase up to and including \$2,000*
- ***Minor Quotation:*** *A purchase from \$2,001 to \$5,000*
- ***Intermediate Quotation:*** *A purchase from \$5,001 to \$30,000*
- ***Major Quotation:*** *A purchase from \$30,001 to \$150,000*
- ***Major Purchase:*** *A purchase over \$150,000 (Tender)*

Document Approval			
Document Development Officer:		Document Owner: <i>(Member of EMT)</i>	
Procurement Officer		Executive Director Corporate Services	
Document Control			
File Number - Document Type:	CM.STD. 7 – Council Policy		
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1.0	Chief Executive Officer	Adoption Ref: OCM 20/05/08 Item 12.2.1	20/05/2008
2.0	Chief Executive Officer	Revised, changed policy for minor quotes to two written quotes. Adoption Ref: OCM 19/01/10 Item 16.5.1	19/01/2010
3.0	Chief Executive Officer	Reformatted. Amendment, changed policy for minor purchases to one written quote. Adoption Ref: OCM 18/05/10 Item 16.4.1	18/05/2010
4.0	Chief Executive Officer	Fully reviewed by Audit & Finance Committee. Adoption Ref: OCM 19/02/13 Item 1.1	19/02/2013
5.0	Manager Governance & Risk Management	Reformatted for review by Procurement Team and Document Owner	28/04/2014
5.1	Deputy Chief Executive Officer	Draft Version to EMT for Review	03/07/2014
5.2	Deputy Chief Executive Officer	Presented to and endorsed by Council. Adoption Ref: OCM 26/08/2014 CSF109	26/08/2014
6.0	Executive Director Corporate Services	Reviewed by Procurement Team/EDCS	10/05/2016
6.1	Executive Director Corporate Services	Presented to and endorsed by Council. Adoption Ref: OCM 28/06/2016 CSF246	28/06/2016

Film Friendly City Guideline

Objective

The City of Albany is supportive of the screen industry however; it also recognises that location filming requires a balance between the interests of our local community and the need of the screen industry to share public space for film production. This guideline outlines how the City will manage requests to deliver these activities, the support that may be available and how consistent and transparent decisions will be made. The scope of this guideline does not include provision of grants or sponsorship.

The objectives of this policy are to:

- Encourage the use of the City of Albany as a location to capture and produce feature film and television content.
- Provide opportunities for local businesses to leverage opportunities linked to the film industry.
- Support film production initiatives that contribute to economic development outcomes linked to the City's economic development strategy or destination marketing strategic plan.
- Provide clear guidance in relation to the consistent and transparent management of film related requests for support.

Guideline Statements

1. The City of Albany is able to offer a range of support for those wishing to deliver film projects.

The City will:

A. City of Albany Film Liaison Officer:

Provide a single point of contact internally throughout the duration of a production in order to provide information regarding necessary approvals, timelines, location information, avenues of support and any other queries that may arise.

B. Facilitate the provision of temporary administrative space for production crew

For feature films or television productions that promote the Albany and Great Southern, and will be required to operate in over an extended period of time, the City will assist with sourcing temporary administrative space for the duration of the production.

Subject to availability of City owned assets, buildings and/or grounds may be made available.

C. Filming permit fees

Assist with obtaining the necessary permits and stakeholder liaison to ensure that our community are consulted with.

Note: A payment of a fixed fee in line with the City's Event Approvals schedule of fees and charges may be required, based on the resource implications to the City.

D. Provision of letters of support

Provide a letter of support for applicants that meet the conditions set within this guideline.

E. Ineligibility

Permits and/or Letters of support will not be given to:

- Activities that create a hazard to persons, property or the environment;
- Activities conducted outside the legislative responsibility of the local government; or
- Activities that defame or vilify any groups or individuals.

F. City Support Assessment Criteria:

The level of support provided by the City will be assessed on the following criteria.

Will the production?

- Promote Albany and the region as a visitor destination;
- Raise the profile of Albany and related tourism and commercial branding through positive media exposure;
- Encourage Albany and our region as a place to live or work;
- Be delivered in a manner that minimises disruption to the public realm or surrounding businesses;
- Inject a positive economic impact as a result of residing production crews (10 or more) in Albany over an extended period of time (several weeks or more);
- Likely to be viewed by people outside of Western Australia or internationally;
- Engage local film and/or creative businesses; and
- Encourage the growth of the film support industries in Albany and our region.

Promotion and Branding

In addition to the above assessment criteria, the City encourages applicants to agree to recognise contributions made by the City through:

- Use of the City's logo and/or destination branding;
- Official speeches associated with the production;
- The provision of complimentary entrance to screenings (i.e. a film release screening) for distribution to members of Albany;
- The consideration of signage incorporating the City logo and/or destination branding (as appropriate) in a prominent position on printed and digital media; and
- The consideration of incorporating City and regional events in the production.

The level of support will be based on the above criteria and productions that generate the greatest social capital.

Scope

This guideline applies to applications that:

- Film in a public place for a non-private or commercial purposes;
- May or could impact upon the access and/or amenity of both business and residential properties;
- Utilise City owned buildings and land assets.

Legislative and Strategic Context

The City of Albany authorises persons in accordance with *the Local Government Act 1995* (the Act) to administer and enforce the Act, other written law administered by the City of Albany, and local laws.

Specifically the authority to administer the use of property vested in the care and control of the local government and protection of our community's health, safety and amenity.

Review Position and Date

This guideline and procedure is to be reviewed by the document owner every three years.

Associated Documents

Related strategies, procedures, references, guidelines or other documents that have a bearing on this policy and that may be useful reference material for users of this guideline:

- City of Albany Delegations Register
- Property Local Law
- Activities in Thoroughfares and Public Places and Trading Local Law
- Parking & Parking Facilities Local Law
- Screenwest WA: [The Regions' Guide to Filming](#). The City encourages film industry to utilise the examples provided at this site to complement their application.

Document Approval			
Document Development Officer:		Document Owner:	
Event Coordinator		Acting Executive Director Community Services	
Document Control			
File Number - Document Type:	CM.STD.7 – Policy		
Synergy Reference Number:	NP20108720		
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Version	Author	Version Description	Date Completed
0.1	Event Coordinator	Draft – v1 – Prepared by Simone Klose (Event Coordinator)	22/01/2020
0.2	MGR	Draft – v2 – Fully reviewed by the Manager Governance & Risk (MGR). Synergy Ref: NP20108720.	22/01/2020
0.3	Event Coordinator	Draft – V3	8/7/2020