



ATTACHMENTS

Community and Corporate Services Committee

14 July 2020

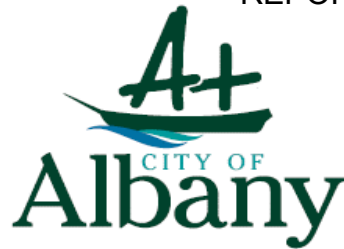
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Via Video Conference

COMMUNITY & CORPORATE SERVICES COMMITTEE
ATTACHMENTS – 14/07/2020

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CITY OF ALBANY

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 MAY 2020

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

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Compliance Report

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**CITY OF ALBANY
COMPILATION REPORT
FOR THE PERIOD ENDED 31 MAY 2020**

Report Purpose

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

Overview

No matters of significance are noted.

Statement of Financial Activity by reporting nature or type

Shows a Closing Funding Position for the period ended 31 May 2020 of \$7,310,535.

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: 26-Jun-2020

CITY OF ALBANY
STATEMENT OF FINANCIAL ACTIVITIES
BY NATURE OR TYPE
FOR THE PERIOD ENDED 31 MAY 2020

REPORT ITEM CCS260 REFERS TO

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	38,256,681	38,355,732	99,051	0%	
Grants & Subsidies	3,997,522	4,468,824	3,549,850	5,897,922	2,348,072	66%	▲
Contributions, Donations & Reimbursements	906,154	1,126,205	819,507	857,165	37,658	5%	
Profit on Asset Disposal	47,585	47,585	43,615	45,009	1,394	3%	
Fees and Charges	18,087,025	18,087,025	16,824,951	15,928,682	(896,269)	(5%)	▼
Interest Earnings	1,211,522	1,093,522	1,027,439	1,022,244	(5,195)	(1%)	
Other Revenue	215,760	215,760	187,583	159,985	(27,598)	(15%)	
	62,873,086	63,446,439	60,709,626	62,266,740			
Operating Expenses							
Employee Costs	(27,785,523)	(27,730,313)	(24,844,981)	(24,009,717)	835,264	3%	▼
Materials and Contracts	(20,059,722)	(20,492,287)	(17,827,158)	(15,232,239)	2,594,919	15%	▼
Utilities Charges	(1,953,402)	(1,776,402)	(1,489,543)	(1,522,560)	(33,017)	(2%)	
Depreciation (Non-Current Assets)	(15,794,228)	(16,753,334)	(15,387,494)	(15,082,295)	305,199	2%	▼
Interest Expenses	(754,635)	(775,384)	(434,156)	(410,383)	23,773	5%	
Insurance Expenses	(705,304)	(705,304)	(674,547)	(654,847)	19,700	3%	
Loss on Asset Disposal	(477,660)	(477,660)	(437,679)	(64,591)	373,088	85%	▼
Other Expenditure	(2,802,661)	(2,779,804)	(2,236,629)	(1,938,030)	298,599	13%	▼
Less: Allocated to Infrastructure	945,470	945,470	918,195	1,265,630	347,435	(38%)	▼
	(69,387,665)	(70,545,018)	(62,413,992)	(57,649,032)			
Contributions for the Development of Assets							
Grants & Subsidies	15,587,598	14,954,885	4,159,290	4,209,591	50,301	1%	
Contributions, Donations & Reimbursements	1,051,114	1,031,614	107,904	207,140	99,236	(92%)	
	16,638,712	15,986,499	4,267,194	4,416,731			
Net Operating Result	10,124,133	8,887,920	2,562,828	9,034,439			
Funding Balance Adjustment							
Add Back: Depreciation	15,794,228	16,753,334	15,387,494	15,082,295	(305,199)	(2%)	▼
Adjust (Profit)/Loss on Asset Disposal	430,075	430,075	394,064	19,582	(374,482)	(95%)	▼
Adjust (Profit)/Loss on Value of Investments	-	-	-	(3,746)	(3,746)	-	
Movement From Non-Current to Current	-	-	-	(1,246)	(1,246)	-	
Add back Carrying Value of Investment Land	-	-	-	-	-	-	
Funds Demanded From Operations	26,348,436	26,071,329	18,344,386	24,131,324			
Capital Revenues							
Proceeds from Disposal of Assets	858,500	863,500	798,339	363,358	(434,981)	(54%)	▼
	858,500	863,500	798,339	363,358			
Acquisition of Fixed Assets							
Land and Buildings	5 (7,802,780)	(7,715,916)	(5,505,859)	(2,426,086)	3,079,773	56%	▼
Furniture, Plant and Equipment	5 (5,233,802)	(5,382,612)	(4,885,329)	(3,452,584)	1,432,745	29%	▼
Infrastructure Assets - Roads	5 (6,844,557)	(6,440,786)	(6,437,082)	(5,469,514)	967,568	15%	▼
Infrastructure Assets - Coastal Enhancement	5 (7,964,114)	(7,900,627)	(6,805,810)	(1,989,092)	4,816,718	71%	▼
Infrastructure Assets - Other	5 (9,611,778)	(9,285,930)	(8,969,735)	(3,972,742)	4,996,993	56%	▼
	(37,457,031)	(36,725,871)	(32,603,815)	(17,310,018)			
Financing/Borrowing							
Debt Redemption	(2,551,149)	(2,551,149)	(1,589,431)	(1,539,720)	49,710	3%	
Loan Drawn Down	-	-	-	-	-	-	
Profit on Sale of Investments	-	-	-	-	-	-	
Self-Supporting Loan Principal	12,899	12,899	12,899	12,899	0	(0%)	
	(2,538,250)	(2,538,250)	(1,576,532)	(1,526,821)			
Demand for Resources	(12,788,345)	(12,329,293)	(15,037,622)	5,657,842			
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)	-	(693,080)	(693,080)	100%	▼
Transfer from Reserves	26,878,888	27,390,256	-	3,225,635	3,225,635	100%	▲
	12,788,345	12,329,292	(824,589)	1,652,693			
Closing Funding Surplus/(Deficit)	-	-	(15,862,211)	7,310,535			

REPORT ITEM CCS260 REFERS TO

CITY OF ALBANY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MAY 2020

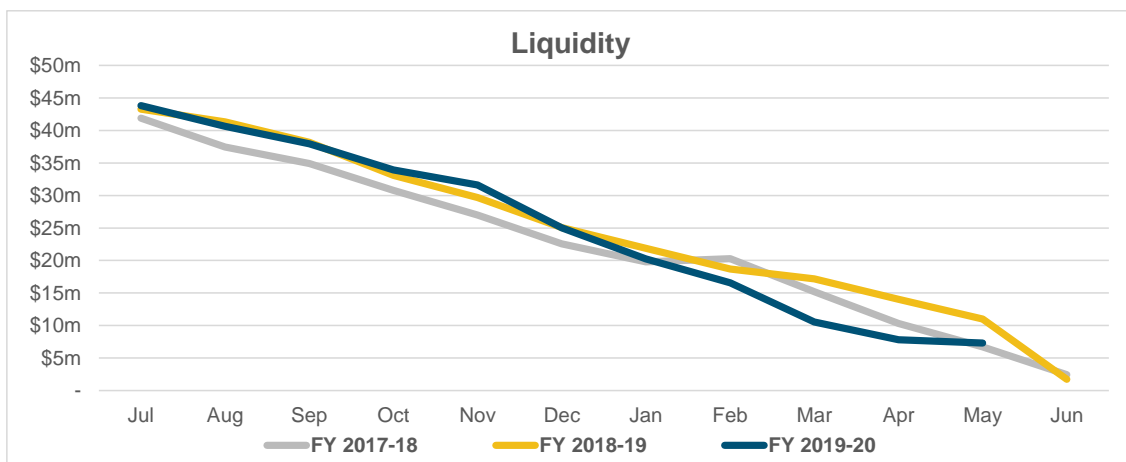
NOTE 1 EXPLANATION OF MATERIAL VARIANCES TO YTD BUDGET IN EXCESS OF \$100,000

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Operating Revenues					
Rate Revenue	99,051	0%			No material variance.
Grants & Subsidies	2,348,072	66%	▲	Permanent	Government of WA Financial Assistance Grant 2020/21 of \$2.3m received in May 2020. Not budgeted to be received in prior year. Will be transferred to Unspent Grant Reserve at year end.
Contributions, Donations & Reimbursements	37,658	5%			No material variance.
Profit on Asset Disposal	1,394	3%			No material variance.
Fees and Charges	(896,269)	(5%)	▼	Permanent	Decline primarily from ALAC, AHP and the Daycare, due to COVID-19 preventative measures
Service Charges	-				No material variance.
Interest Earnings	(5,195)	(1%)			No material variance.
Other Revenue	(27,598)	(15%)			No material variance.
Operating Expenses					
Employee Costs	835,264	3%	▼	Permanent	Underspend primarily Salaries & Wages (\$-693k YTD variance), and Training & Education (\$-223k YTD variance). Reduction in casual workforce contributing to underspend of salaries & wages. Offset by overspend of Workers Compensation insurance premiums (\$145k YTD variance), and Workers Compensation Wages (\$183k YTD variance, offset by Reimbursement Income of \$178k YTD variance). Labour Hire (reported under Materials & Contracts) is over YTD budget by \$651k, which offsets the underspend in Employment Costs (\$835k). Therefore Employment Expenses including Labour Hire is \$184k under YTD budget. Taking into account the reimbursement of workers compensation wages, Employment Expenses (inc labour hire, excl workers comp wages) are \$367k under budget.
Materials and Contracts	2,594,919	15%	▼	Timing	Majority of underspend relates to Professional Services (\$1.84m variance, large variance accounts include Surf Reef Feasibility, Strategic Planning, Land Tenure expenditure, IT department costs, and economic development projects) Materials & Consumables are under YTD budget by \$857k, majority of which is Trade Rectification Maintenance, and Bakers Junction Landfill. Contract Works are under YTD budget by \$323k, with major YTD underspend variances relating to the Better Bins Kerbside Collection Program and Ellen Cove Swimming Enclosure Maintenance. Labour Hire is over YTD budget by \$651k, and discussed above in association with Employment Costs
Utilities Charges	(33,017)	(2%)			No material variance.
Depreciation (Non-Current Assets)	305,199	2%	▼	Permanent	Depreciation less than YTD 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	23,773	5%			No material variance.
Insurance Expenses	19,700	3%			No material variance.
Loss on Asset Disposal	373,088	85%	▼	Timing	Timing of Heavy Plant replacement program.
Other Expenditure	298,599	13%	▼	Permanent	Underspend relates primarily to Council Operating Costs and various events that have not proceeded.
Less: Allocated to Infrastructure	347,435	(38%)	▼	Permanent	Greater use of internal staff on the capital works program than budgeted
Contributions for the Development of Assets					
Grants & Subsidies	50,301	1%			No material variance.
Contributions, Donations & Reimbursements	99,236	(92%)			No material variance.
Funding Balance Adjustment					
Add Back: Depreciation	(305,199)	(2%)	▼	Permanent	Depreciation less than YTD budget primarily for plant and equipment, can be attributed to timing of additions and disposals.
Adjust (Profit)/Loss on Asset Disposal	(374,482)	(95%)	▼	Timing	Timing of Heavy Plant replacement program.
Adjust (Profit)/Loss on Value of Investments	(3,746)	-			No material variance.
Movement From Non-Current to Current	(1,246)				No material variance.
Add back Carrying Value of Investment Land	-				No material variance.
Capital Revenues					
Proceeds from Disposal of Assets	(434,981)	(54%)	▼	Timing	Timing of Heavy Plant and Passenger Vehicle replacement program.
Acquisition of Fixed Assets					
Land and Buildings	3,079,773	56%	▼	Timing	Large variances to YTD budget include Town Hall renewal, Fitout at the library, and National Anzac Centre refresh
Furniture, Plant and Equipment	1,432,745	29%	▼	Timing	Primarily timing of Heavy Plant replacement program (\$437k YTD variance), Passenger vehicle replacements (\$324k YTD variance) as well as Fire Truck purchases (2x \$200k budgets).
Infrastructure Assets - Roads	967,568	15%	▼	Timing	Timing of completion of numerous road jobs, including Millbrook Rd, Stirling Tce/Spencer St Intersection, and Bettys Beach Rd
Infrastructure Assets - Coastal Enhancement	4,816,718	71%	▼	Timing	Middleton Beach Public Realm Enhancements
Infrastructure Assets - Other	4,996,993	56%	▼	Timing	Primarily Centennial Park Sporting Precinct: \$2.3m variance (Youth Precinct, Public Realm Enhancements). Also includes timing of footpath, drainage and parks/reserves projects
Financing/Borrowing					
Debt Redemption	49,710	3%			No material variance.
Loan Drawn Down	-				No material variance.
Profit on Sale of Investments	-				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	(693,080)	100%	▼	Permanent	1 July 2019 Reserve Transfer: Developer Contributions
Transfer from Reserves	3,225,635	100%	▲	Permanent	1 July 2019 Reserve Transfer: Developer Contributions and Unspent Grants

CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

NOTE 2
NET CURRENT FUNDING POSITION

	Ref Note	FOR THE PERIOD ENDED 31 MAY 2020	FOR THE PERIOD ENDED 30 APRIL 2020	FOR THE PERIOD ENDED 31 MAY 2019
		\$	\$	\$
Current Assets				
Cash Unrestricted		14,491,062	14,311,933	11,866,298
Cash Restricted		30,392,710	30,361,132	26,669,428
Receivable - Rates and Rubbish	4	2,179,828	2,623,121	1,734,552
Receivables - Other		1,128,091	1,663,572	1,843,363
Investments - LG Unit Trust Shares		-	-	227,722
Accrued Income		90,308	100,090	162,361
Prepaid Expenses		134,746	164,760	59,154
Investment Land		158,000	158,000	158,000
Community Group Loan		-	-	-
Stock on Hand		1,522,828	1,525,918	1,382,269
		50,097,574	50,908,527	44,103,149
Less: Current Liabilities				
Payables		(1,282,800)	(1,290,646)	(1,368,774)
Borrowings		(1,031,187)	(1,082,036)	(823,947)
Prepaid Rates		(998,417)	(998,417)	-
Contract Liabilities		(4,001,689)	(3,946,161)	-
Lease Liabilities		(14,016)	(28,032)	-
Accrued Expenses		(1,512)	(1,442)	(3,417)
Income in advance		(582,595)	(1,027,445)	(4,804)
Provisions		(5,684,875)	(5,560,278)	(5,144,289)
Retentions		(130,301)	(148,870)	(158,956)
		(13,727,392)	(14,083,326)	(7,504,188)
Add Back: Borrowings		1,031,187	1,082,036	823,947
(Less): Cash Backed Reserves		(29,932,833)	(29,932,833)	(26,048,086)
(Less): Loans Receivable (Current)		-	-	-
(Less): Investment land		(158,000)	(158,000)	(158,000)
(Less): Investments - LG Unit Trust Shares		-	-	(227,722)
		(29,059,646)	(29,008,797)	(25,609,862)
Net Current Funding Position		7,310,535	7,816,403	10,989,099

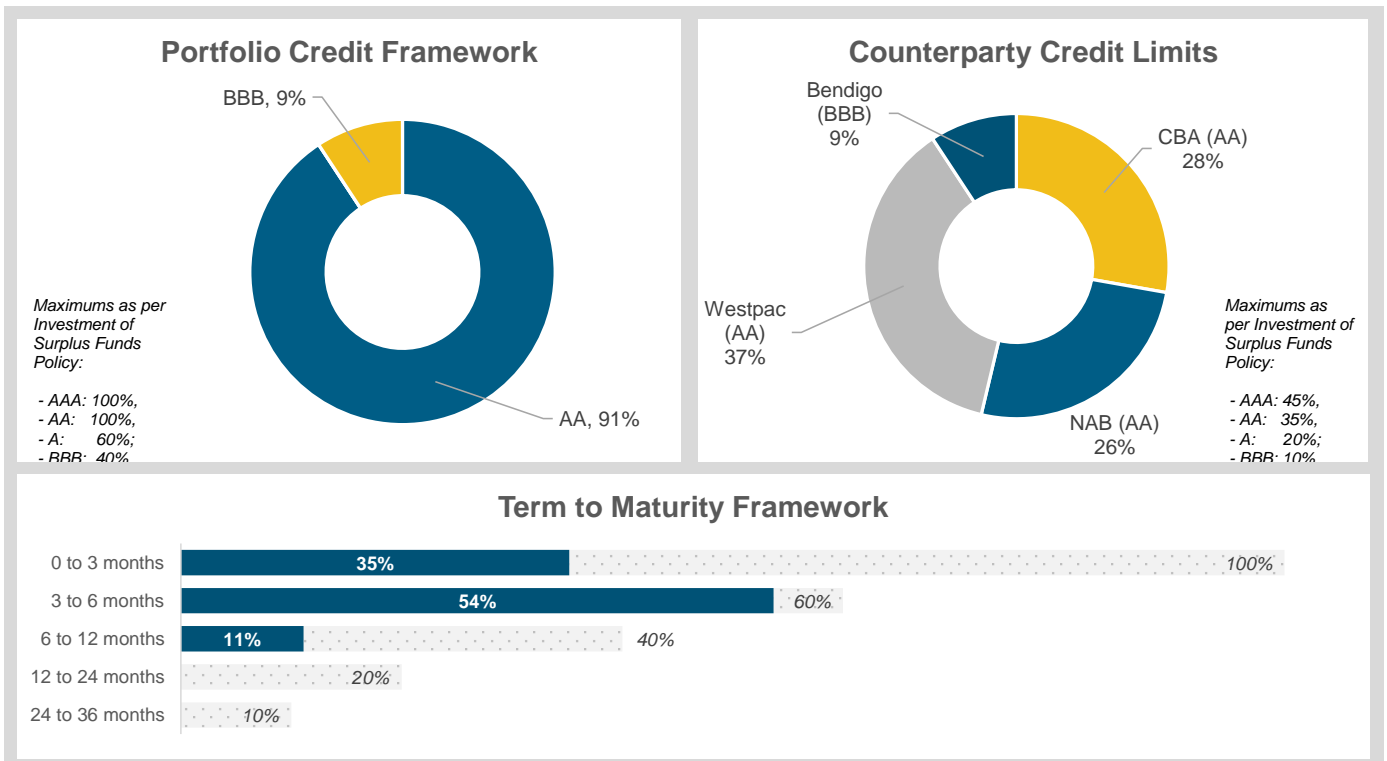


COMMENTS:

**CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	NAB	AA	1.40%	02-Mar-20	01-Jun-20	0 to 3 months	2,000,000	6,981
Restricted	Bendigo	BBB	1.25%	16-Mar-20	16-Jun-20	0 to 3 months	2,500,000	7,877
Restricted	NAB	AA	1.32%	18-Mar-20	16-Jun-20	0 to 3 months	3,000,000	9,764
Restricted	Westpac	AA	1.58%	16-Dec-19	22-Jun-20	6 to 12 months	3,000,000	24,544
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	3 to 6 months	3,000,000	23,765
Restricted	Westpac	AA	1.53%	28-Jan-20	29-Jul-20	3 to 6 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
							27,000,000	135,878
							27,000,000	135,878



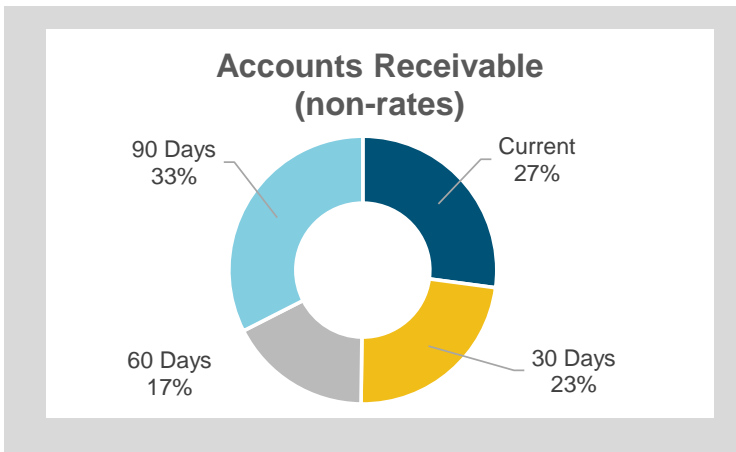
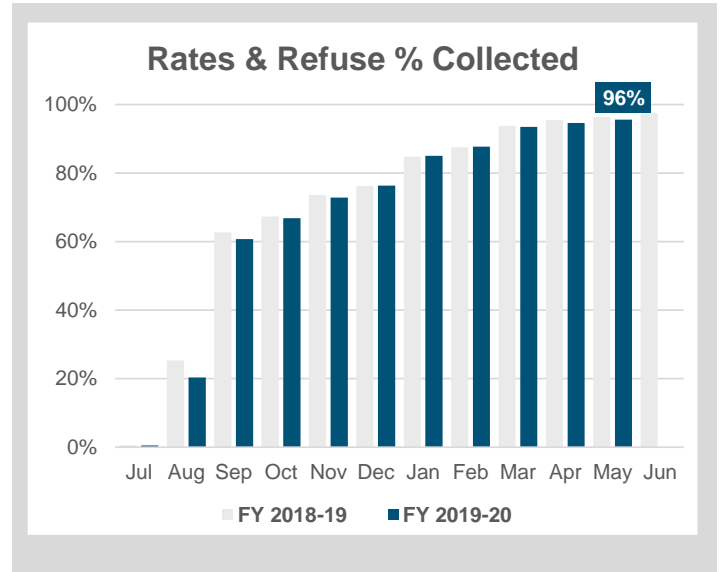
COMMENTS:

We note portfolio has 37% investment with Westpac (outside of policy limit 35%). This is a result of redemption of Municipal Term Deposits, not from reinvestment activities.

**CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 4
RECEIVABLES**

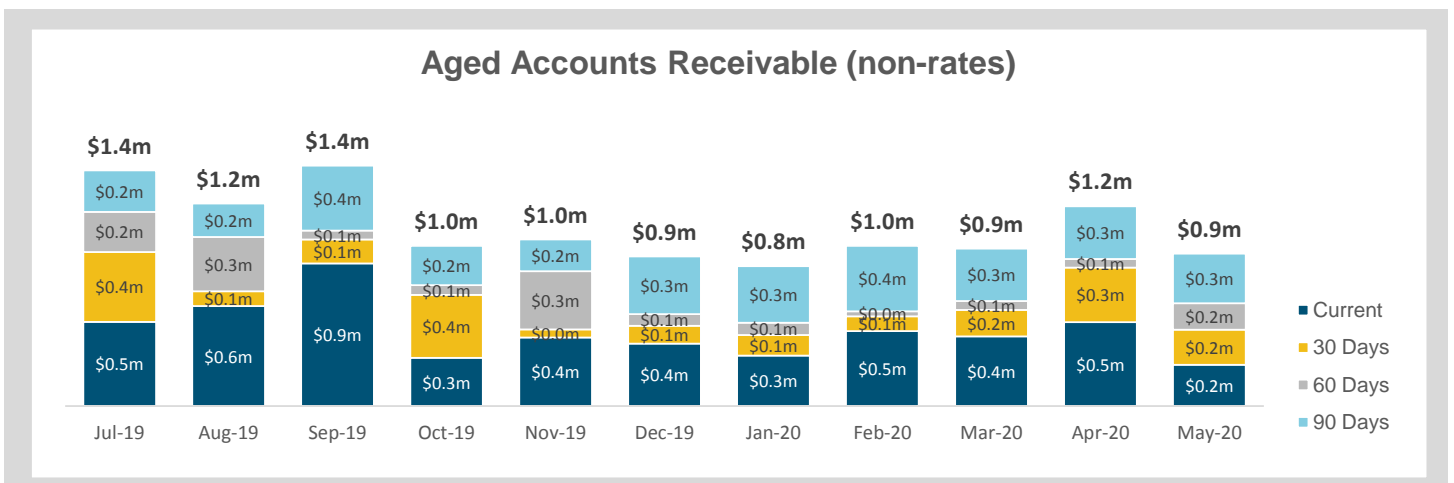
Rates & Refuse % Collected	\$
Opening Arrears Previous Years	1,226,291
Rates Levied	38,355,732
Refuse Levied	5,995,850
ESL Levied	3,489,915
Other Charges Levied	503,102
Amount Levied	49,570,891
(Less): Collections (Prior Years)	(844,517)
(Less): Collections (Current Year)	(46,546,546)
Amount Collected	(47,391,063)
Total Rates & Charges Collectable	2,179,828
<i>% Collected</i>	<i>95.60%</i>



Accounts Receivable (non-rates)

	\$	%
Current	248,534	27%
30 Days	211,973	23%
60 Days	158,531	17%
90 Days	297,978	32%
	917,016	100%

Amounts shown above include GST (where applicable)



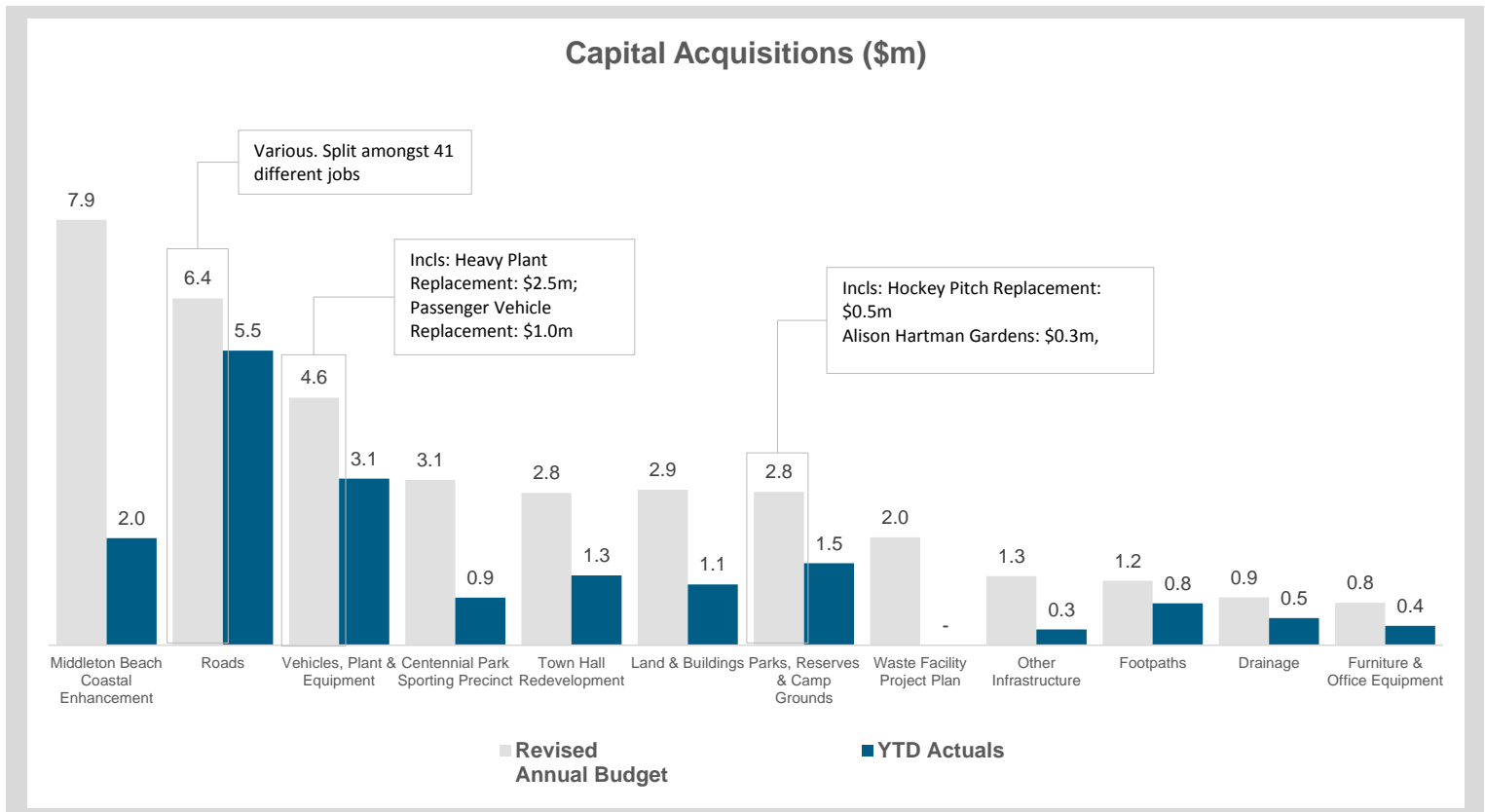
Leasing: COVID Rent Concession

Total rent relief, under City of Albany COVID-19 Rent Concession (CCS237, SCM021) is \$162,552.59 (inc GST) for the period 1 April 2020 to 30 June 2020 (as at 25 June 2020).

CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 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	6,805,810	1,989,092	(4,816,718)	(71%)	▼
Roads	6,844,557	6,440,786	6,437,082	5,469,514	(967,568)	(15%)	▼
Vehicles, Plant & Equipment	4,546,502	4,595,312	4,230,273	3,092,360	(1,137,914)	(27%)	▼
Centennial Park Sporting Precinct	3,006,100	3,068,035	3,068,035	882,046	(2,185,989)	(71%)	▼
Town Hall Redevelopment	2,947,331	2,828,436	2,751,741	1,296,964	(1,454,777)	(53%)	▼
Land & Buildings	2,855,449	2,887,480	2,754,118	1,129,122	(1,624,996)	(59%)	▼
Parks, Reserves & Camp Grounds	2,958,591	2,848,967	2,797,179	1,521,355	(1,275,824)	(46%)	▼
Waste Facility Project Plan	2,000,000	2,000,000	0	0	0		
Other Infrastructure	1,622,521	1,283,262	1,022,282	291,438	(730,844)	(71%)	▼
Footpaths	1,165,066	1,196,166	1,192,745	776,106	(416,639)	(35%)	▼
Drainage	859,500	889,500	889,494	501,798	(387,696)	(44%)	▼
Furniture & Office Equipment	687,300	787,300	655,056	360,224	(294,832)	(45%)	▼
Total Capital Acquisitions	37,457,031	36,725,871	32,603,815	17,310,018	(15,293,797)	(47%)	▼



COMMENTS:

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 28 MAY 2020**

CREDIT CARD TRANSACTIONS

DATE	PAYEE	DESCRIPTION	AMOUNT
30/04/2020	Zoom Aust	Video Conferencing Facility	\$ 18.90
30/04/2020	WPMU	Monthly Website Licence Key Fee	\$ 76.15
30/04/2020	International Trans	International Transaction Fee	\$ 1.90
4/05/2020	Rezdy	Subscriptions - National Anzac Centre	\$ 273.90
5/05/2020	Teede and Co	Catering - South Coast Alliance	\$ 78.00
5/05/2020	Mailchimp	Monthly Subscription Charges - Media	\$ 298.94
6/05/2020	Dropbox	Monthly Subscription - Incident Management Team	\$ 210.00
7/05/2020	DWER - Water	Clearing Permit - Albany Heritage Park	\$ 2,600.00
7/05/2020	Facebook	Advertising Campaigns	\$ 13.09
10/05/2020	Canva	Subscriptions - COVID-19 Campaign	\$ 335.76
11/05/2020	Swifttype.com	Monthly Search Engine Fees for Website	\$ 387.07
11/05/2020	International Transaction Fee	International Transaction Fee	\$ 9.68
13/05/2020	Skymesh	Internet Charges - Cape Riche	\$ 49.95
13/05/2020	Main Roads WA	Online Training - Road Safety Audit Course	\$ 979.00
16/05/2020	Later.com	Subscriptions - Social Media Scheduling - COVID-19	\$ 45.29
16/05/2020	International Transaction Fee	International Transaction Fee	\$ 1.13
16/05/2020	Nespresso	Coffee order for Office of CEO Storeroom	\$ 180.80
19/05/2020	Main Roads WA	Special Purpose Permit - Heavy Plant	\$ 25.00
19/05/2020	Main Roads WA	Special Purpose Permit - Heavy Plant	\$ 25.00
19/05/2020	Main Roads WA	Special Purpose Permit - Heavy Plant	\$ 25.00
19/05/2020	Regional Express	Refund - Flights - Killer Whale Explorer	-\$ 435.56
21/05/2020	Department of Mines, Industry Regulation and Safety	Renewal - High Risk Work Licence	\$ 53.00
21/05/2020	Department of Mines, Industry Regulation and Safety	Renewal - High Risk Work Licence	\$ 53.00
21/05/2020	Department of Mines, Industry Regulation and Safety	Renewal - High Risk Work Licence	\$ 53.00
22/05/2020	Woolworths	Milk	\$ 6.50
24/05/2020	Envoyer	Monthly Website Change Fees	\$ 15.37
24/05/2020	International Transaction Fee	International Transaction Fee	\$ 0.38
24/05/2020	Zoom Aust	Video Conferencing Facility	\$ 160.95
25/05/2020	Regional Express	Refund - Flights - Killer Whale Explorer	-\$ 435.56
26/05/2020	Spotlight	Placemats for use in the Civic Rooms	\$ 120.00
			\$ 5,225.64

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

PAYROLL TRANSACTIONS

DATE	DESCRIPTION	AMOUNT
21/05/2020	Salaries	\$ 576,776.42
28/05/2020	Superannuation	\$ 104,696.58
4/06/2020	Salaries	\$ 574,950.66
5/06/2020	Salaries	\$ 15,729.17
5/06/2020	Superannuation	\$ 103,318.11
		\$ 1,375,470.94

CHEQUE TRANSACTIONS

CHEQUE	DATE	NAME	DESCRIPTION	AMOUNT
32593	21/05/2020	WATER CORPORATION	Water Charges	\$ 1,386.76
32594	4/06/2020	TELSTRA CORPORATION LIMITED	Telephone Charges	\$ 12,500.14
32595	11/06/2020	DEPARTMENT OF COMMUNITIES	Albany Regional Day Care Service Fee	\$ 316.00
32596	11/06/2020	DEPARTMENT OF HEALTH	Chlorine Permit	\$ 127.00
32597	11/06/2020	TELSTRA CORPORATION LIMITED	Telephone Charges	\$ 199.72
				\$ 14,529.62

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

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143045	28/05/2020	35 DEGREES SOUTH	Survey Services - C19016	\$ 275.00
EFT142951	21/05/2020	A HOATH	Staff Reimbursement	\$ 19.95
EFT142897	21/05/2020	A.B. ROOFING	Clean Polycarb Sheeting ALAC	\$ 810.48
EFT142895	21/05/2020	ABA SECURITY	Security Services	\$ 560.04
EFT142896	21/05/2020	ABBOTTS LIQUID SALVAGE PTY LTD	Waste Services - Q18023	\$ 720.00
EFT143211	11/06/2020	ABBOTTS LIQUID SALVAGE PTY LTD	Waste Services - Q18023	\$ 517.00
EFT143179	04/06/2020	AC YOUNG	Rates Refund	\$ 698.26
EFT143212	11/06/2020	ACURIX NETWORKS PTY LTD	Public Wi-Fi Installation - ALAC	\$ 605.00
EFT142898	21/05/2020	AD CONTRACTORS PTY LTD	Equipment Hire - C19007	\$ 4,618.57
EFT143013	28/05/2020	AD CONTRACTORS PTY LTD	Equipment Hire - C19007	\$ 1,694.00
EFT143106	04/06/2020	AD CONTRACTORS PTY LTD	Riverside Road Progress Claim - P20007	\$ 142,492.02
EFT143213	11/06/2020	AD CONTRACTORS PTY LTD	Equipment Hire C19007/C19008	\$ 9,339.22
EFT142918	21/05/2020	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 12,179.62
EFT143032	28/05/2020	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 3,896.26
EFT143120	04/06/2020	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 16,688.01
EFT143014	28/05/2020	ADVERTISER PRINT	Printing - Revised Timesheet Books, Mechanic Service Books	\$ 872.00
EFT143214	11/06/2020	ADVERTISER PRINT	Printing - Dog Seizure Books	\$ 355.00
EFT143155	04/06/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Heavy Fleet Parts and Maintenance	\$ 811.72
EFT143276	11/06/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Heavy Fleet Parts and Maintenance	\$ 131.38
EFT143169	04/06/2020	AI MASON	Staff Reimbursement	\$ 19.95
EFT142922	21/05/2020	AIR BP	Gas Supplies	\$ 1,566.96
EFT142900	21/05/2020	AIRPORT LIGHTING SPECIALISTS PTY LTD	LED Lighting	\$ 2,046.00
EFT142936	21/05/2020	AL CURNOW HYDRAULICS	Repairs and Maintenance - Crane	\$ 1,458.47
EFT143253	11/06/2020	AL CURNOW HYDRAULICS	Repairs and Maintenance - Crane	\$ 409.63
EFT143003	21/05/2020	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$ 1,782.00
EFT143202	04/06/2020	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$ 2,140.00
EFT143338	11/06/2020	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$ 1,083.50
EFT143108	04/06/2020	ALBANY AGRICULTURAL SOCIETY INCORPORATED	Quick Response Grant and Pavilion Rent	\$ 1,320.00
EFT143220	11/06/2020	ALBANY AGRICULTURAL SOCIETY INCORPORATED	Rent - Livestock Pavilion Storage	\$ 110.00
EFT143148	04/06/2020	ALBANY ASPHALT SERVICES	Pram Ramp - C18010 and Works - C15007	\$ 1,548.75
EFT143268	11/06/2020	ALBANY ASPHALT SERVICES	Asphalt Services - C18010	\$ 26,101.50
EFT142909	21/05/2020	ALBANY AUTO ONE	Fleet and Plant Supplies	\$ 429.00
EFT142912	21/05/2020	ALBANY AUTOS	Heavy Fleet Vehicle Purchase	\$ 35,062.95
EFT143218	11/06/2020	ALBANY CHAMBER OF COMMERCE AND INDUSTRY	NAC ACCI Listing	\$ 595.00
EFT143071	28/05/2020	ALBANY CITY MOTORS	Heavy Fleet Parts and Maintenance	\$ 734.87
EFT143021	28/05/2020	ALBANY COMMUNITY FOUNDATION	Payroll Deductions	\$ 5.00
EFT143226	11/06/2020	ALBANY COMMUNITY FOUNDATION	Payroll Deductions	\$ 5.00
EFT143018	28/05/2020	ALBANY COMMUNITY HOSPICE	Payroll Deductions	\$ 25.00
EFT143217	11/06/2020	ALBANY COMMUNITY HOSPICE	Payroll Deductions	\$ 25.00
EFT143301	11/06/2020	ALBANY COMMUNITY PHARMACY	Annual Restock and Servicing First Aid Kits	\$ 215.71
EFT143260	11/06/2020	ALBANY EQUESTRIAN ASSOCIATION INC	Community Facilities Assistance Fund - Works to improve Accessibility	\$ 2,450.00
EFT142903	21/05/2020	ALBANY HYDRAULICS	Fleet and Plant Repairs and Maintenance	\$ 514.71
EFT143016	28/05/2020	ALBANY HYDRAULICS	Fleet and Plant Repairs and Maintenance	\$ 0.01
EFT142906	21/05/2020	ALBANY INDOOR PLANT HIRE AND SALES	Indoor Plant Hire	\$ 424.60

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

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143225	11/06/2020	ALBANY IRRIGATION & DRILLING	Irrigation Supplies	\$ 1,258.56
EFT143323	11/06/2020	ALBANY LOCK & SECURITY	Lock Services - Various	\$ 1,037.30
EFT142995	21/05/2020	ALBANY LOCK SERVICE	Lock Services - Various	\$ 845.20
EFT143089	28/05/2020	ALBANY LOCK SERVICE	Lock Services - Various	\$ 110.00
EFT143111	04/06/2020	ALBANY MILK DISTRIBUTORS	Milk Supplies	\$ 187.92
EFT143224	11/06/2020	ALBANY MILK DISTRIBUTORS	Milk Supplies	\$ 413.92
EFT142910	21/05/2020	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$ 498.59
EFT143020	28/05/2020	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$ 65.70
EFT143110	04/06/2020	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$ 1,878.55
EFT143223	11/06/2020	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies	\$ 1,221.19
EFT142907	21/05/2020	ALBANY PANEL BEATERS AND SPRAY PAINTERS	Heavy Fleet Repairs and Maintenance	\$ 88.00
EFT143219	11/06/2020	ALBANY PANEL BEATERS AND SPRAY PAINTERS	Insurance Excess Claim	\$ 300.00
EFT142955	21/05/2020	ALBANY PLASTERING AND RENDERING	Rendering Pool Walls and Chimney Breast Barrack Building	\$ 1,650.00
EFT142976	21/05/2020	ALBANY PLUMBING AND GAS	Plumbing Services - C17020	\$ 17,346.51
EFT143309	11/06/2020	ALBANY PLUMBING AND GAS	Plumbing Services - C17020	\$ 146.40
EFT142911	21/05/2020	ALBANY QUALITY LAWNMOWING	Lawn Mowing Services - Lotteries House	\$ 110.00
EFT143227	11/06/2020	ALBANY RECORDS MANAGEMENT	Offsite Archive Storage	\$ 1,217.18
EFT143109	04/06/2020	ALBANY RETICULATION & LANDSCAPING	Retaining Wall Repairs - Parade Street	\$ 4,200.00
EFT143251	11/06/2020	ALBANY SIGNS	Signage - Road Sweeper Logo's	\$ 71.50
EFT143222	11/06/2020	ALBANY SKIPS AND WASTE SERVICES PTY LTD	Skip Bin Hire	\$ 520.00
EFT143107	04/06/2020	ALBANY SWEEP CLEAN	Sweeping Services - C18007	\$ 5,091.00
EFT142902	21/05/2020	ALBANY TOYOTA	Fleet Servicing - Q20003	\$ 1,126.03
EFT143015	28/05/2020	ALBANY TOYOTA	Fleet Servicing - Q20003	\$ 668.28
EFT143216	11/06/2020	ALBANY TOYOTA	Fleet Servicing - Q20003	\$ 444.27
EFT142999	21/05/2020	ALBANY TYREPOWER	Tyre Repairs and Maintenance - Q19001	\$ 95.00
EFT143332	11/06/2020	ALBANY TYREPOWER	Tyre Repairs and Maintenance - Q19001	\$ 1,139.60
EFT142905	21/05/2020	ALBANY V-BELT AND RUBBER	Vehicle Maintenance/Parts	\$ 680.89
EFT143001	21/05/2020	ALBANY VETERINARY HOSPITAL PTY LTD	Veterinary Services	\$ 130.00
EFT143190	04/06/2020	ALBANY VOLUNTEER STATE EMERGENCY SERVICE UNIT INC	LGGS Operational Grant 19/20	\$ 12,884.27
EFT143019	28/05/2020	ALBANY WINDOWS	Door Repairs - ALAC	\$ 5,203.00
EFT142954	21/05/2020	ALBANY WORLD OF CARS	Light Vehicle Purchase	\$ 50,636.00
EFT142913	21/05/2020	ALINTA	Gas Charges	\$ 10.20
EFT143023	28/05/2020	ALINTA	Gas Charges	\$ 37.55
EFT143057	28/05/2020	ALISON GOODE	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT143257	11/06/2020	ANGELA EDWARDS	Cleaning Services - Q18034	\$ 1,051.00
EFT143113	04/06/2020	ARCHIVAL SURVIVAL PTY LTD	Archive/Conservation Supplies	\$ 4,472.17
EFT143025	28/05/2020	ATC WORK SMART	Apprentice/Trainee Fees	\$ 235.06
EFT143114	04/06/2020	ATC WORK SMART	Apprentice/Trainee Fees	\$ 2,288.97
EFT143115	04/06/2020	AUSPIRE	Membership Fee - Gold Association Membership	\$ 594.00
EFT143026	28/05/2020	AUSTRALIA POST	Postal Charges	\$ 1,884.05
EFT143230	11/06/2020	AUSTRALIAN CRUISE ASSOCIATION	Silver Membership July 2020 - June 2021	\$ 2,255.00
EFT143028	28/05/2020	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll Deductions	\$ 1,500.10
EFT143229	11/06/2020	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll Deductions	\$ 1,526.00
EFT143029	28/05/2020	AUSTRALIAN SPORTS COMMISSION	Sporting Infrastructure Grant	\$ 1,705.65

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

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143027	28/05/2020	AUSTRALIAN TAXATION OFFICE	Payroll Deductions	\$ 176,041.42
EFT143228	11/06/2020	AUSTRALIAN TAXATION OFFICE	Payroll Deductions	\$ 183,211.47
EFT142901	21/05/2020	B AKSE	Staff Reimbursement	\$ 19.95
EFT143117	04/06/2020	BADGEMATE	Uniform Supplies - Name Badges	\$ 17.38
EFT142914	21/05/2020	BALL BODY BUILDERS	Plant and Fleet Repairs - Shield	\$ 1,210.00
EFT143030	28/05/2020	BALL BODY BUILDERS	Plant and Fleet Repairs - Shield	\$ 2,541.00
EFT143231	11/06/2020	BALL BODY BUILDERS	Plant and Fleet Repairs - Heavy Duty Lockable Cover Box	\$ 660.00
EFT142915	21/05/2020	BAREFOOT CLOTHING MANUFACTURERS	Staff Uniforms	\$ 94.45
EFT143118	04/06/2020	BAREFOOT CLOTHING MANUFACTURERS	Staff Uniforms	\$ 528.75
EFT143031	28/05/2020	BARRETT'S MINI EARTHMOVING & CHIPPING	Vegetation Maintenance - C19014	\$ 19,140.00
EFT143232	11/06/2020	BATTERY WORLD	Battery Supplies	\$ 108.60
EFT142917	21/05/2020	BELL ART AUSTRALIA	Stock - Visitor Centre	\$ 427.63
EFT143233	11/06/2020	BENARA NURSERIES	Plant Supplies	\$ 6,159.01
EFT143234	11/06/2020	BERTOLA HIRE ALBANY PTY LTD	Hire of Excavator - Parking Upgrades/Linemarking	\$ 572.00
EFT143105	29/05/2020	BILL GIBBS EXCAVATIONS	Equipment Hire - C19007	\$ 47,097.77
EFT142919	21/05/2020	BLACK AND WHITE CONCRETING	Concrete Services - Q19053	\$ 44,058.90
EFT143121	04/06/2020	BLUECOAST CONSULTING ENGINEERS PTY LTD	Design for Artificial Surf Reef - C19023	\$ 126,810.75
EFT143122	04/06/2020	BMT COMMERCIAL AUSTRALIA PTY LTD	AWAC Deployment - Emu Point to Middleton Beach Instrument Hire	\$ 5,770.17
EFT143236	11/06/2020	BOC GASES AUSTRALIA LIMITED	Container Service Rental	\$ 86.09
EFT143237	11/06/2020	BRIDGESTONE AUSTRALIA LTD	Tyre Repairs and Maintenance - Q19001	\$ 1,232.02
EFT142962	21/05/2020	BUCHER MUNICIPAL PTY LTD	Supply and Delivery - Truck Sweeper	\$ 389,225.10
EFT142924	21/05/2020	BUNNINGS GROUP LIMITED	Hardware and Tool Supplies - Various	\$ 838.74
EFT143035	28/05/2020	BUNNINGS GROUP LIMITED	Hardware and Tool Supplies - Various	\$ 314.68
EFT143124	04/06/2020	BUNNINGS GROUP LIMITED	Hardware and Tool Supplies - Various	\$ 378.36
EFT143239	11/06/2020	BUNNINGS GROUP LIMITED	Hardware and Tool Supplies - Various	\$ 32.29
EFT143068	28/05/2020	C KING	Staff Reimbursement	\$ 6.05
EFT142925	21/05/2020	C&C MACHINERY CENTRE	Vehicle Maintenance/Parts	\$ 48.55
EFT143240	11/06/2020	C&C MACHINERY CENTRE	Vehicle Maintenance/Parts	\$ 419.05
EFT142926	21/05/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel Supplies	\$ 11,329.16
EFT143036	28/05/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel Supplies	\$ 9,006.03
EFT143125	04/06/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel Supplies	\$ 11,516.87
EFT143241	11/06/2020	CALTEX AUSTRALIA PETROLEUM PTY LTD	Fuel Supplies	\$ 7,504.79
EFT143127	04/06/2020	CAMLYN SPRINGS	Water Supplies - April 2020	\$ 168.00
EFT142927	21/05/2020	CAMTRANS ALBANY PTY LTD	Supplies - Stirling Terrace/Aberdeen Street	\$ 8,735.00
EFT143126	04/06/2020	CAMTRANS ALBANY PTY LTD	Supplies - Stirling Terrace/Aberdeen Street	\$ 11,576.80
EFT143242	11/06/2020	CAMTRANS ALBANY PTY LTD	Supplies - Stirling Terrace/Aberdeen Street	\$ 8,610.00
EFT143096	28/05/2020	CENTAMAN SYSTEMS PTY LTD	Local Legend Cards - National Anzac Centre	\$ 885.50
EFT142929	21/05/2020	CENTIGRADE SERVICES PTY LTD	Air-Conditioning Services - C18014	\$ 1,435.50
EFT143129	04/06/2020	CENTIGRADE SERVICES PTY LTD	Air-Conditioning Services - Q18016	\$ 1,265.00
EFT143245	11/06/2020	CENTIGRADE SERVICES PTY LTD	Air-Conditioning Services - Q18016	\$ 231.00
EFT143038	28/05/2020	CHANDLER MACLEOD GROUP LIMITED	Professional Recruitment Services	\$ 544.50
EFT143039	28/05/2020	CHILD SUPPORT AGENCY	Payroll Deductions	\$ 736.55
EFT143246	11/06/2020	CHILD SUPPORT AGENCY	Payroll Deductions	\$ 736.55
EFT143095	28/05/2020	CHRIS THOMSON	Councillor Allowances and Sitting Fees	\$ 2,935.67

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

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143130	04/06/2020	CIVICA PTY LTD	Subscriptions - Spydus Library Management	\$ 1,181.31
EFT142931	21/05/2020	CLEANAWAY PTY LIMITED	Rubbish Collection - P14021	\$ 517.15
EFT143040	28/05/2020	CLEANAWAY PTY LIMITED	Rubbish Collection - P14021	\$ 3,587.84
EFT142932	21/05/2020	CLIMATECLEVER	Subscription - Local Government Partnership Program	\$ 1,760.00
EFT143041	28/05/2020	COATES HIRE OPERATIONS PTY LIMITED	Equipment Hire - Parking Upgrades/Linemarking	\$ 426.20
EFT142933	21/05/2020	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries - Various	\$ 170.72
EFT143131	04/06/2020	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries - Various	\$ 231.96
EFT143247	11/06/2020	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries - Various	\$ 163.88
EFT143248	11/06/2020	COMMON GROUND TRAILS PTY LTD	Youth Challenge Park Design - Q19062	\$ 16,706.25
EFT143249	11/06/2020	COMPRESSED AIR INSTALLATIONS WA PTY LTD	On-Site Vessel Inspections	\$ 2,557.50
EFT143042	28/05/2020	CORPVOTE PTY LTD	Ballot for COA Enterprise Agreement 2019 Variation	\$ 1,452.00
EFT143250	11/06/2020	CORPVOTE PTY LTD	Ballot for COA Enterprise Agreement 2019 Variation	\$ 2,178.00
EFT142934	21/05/2020	CREATIONS HOMES PTY LTD	Re-Roof VAC - C19019	\$ 38,244.20
EFT143133	04/06/2020	CREATIONS HOMES PTY LTD	Building Works NAC - Plasterboard Works	\$ 7,937.65
EFT142937	21/05/2020	CYNERGIC INTERNET	Provision of Hosting Services - Q18043	\$ 1,124.40
EFT142921	21/05/2020	D BLYTH	Refund	\$ 30.00
EFT143163	04/06/2020	D KOSTER	Staff Reimbursement	\$ 30.07
EFT143165	04/06/2020	D LITTLE	Staff Reimbursement	\$ 24.95
EFT143292	11/06/2020	D MARROWS	Staff Reimbursement	\$ 62.00
EFT143044	28/05/2020	DATA #3 LIMITED	IT Subscription Renewal	\$ 4,207.50
EFT142979	21/05/2020	DAVID RASTRICK	Performance Fee VAC - Feel Good Friday	\$ 300.00
EFT143135	04/06/2020	DE JONGE MECHANICAL PTY LTD	Fleet Vehicle Service	\$ 48.15
EFT143136	04/06/2020	DEKKER ELECTRICAL	Electrical Services - Library	\$ 93.50
EFT143046	28/05/2020	DELL FINANCIAL SERVICES PTY LTD	Rental Contract - May 2020	\$ 577.87
EFT143098	28/05/2020	DENNIS WELLINGTON	Mayoral Allowances and Sitting Fees	\$ 11,734.93
EFT143145	04/06/2020	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2019/20 ESL Quarter 4	\$ 348,991.46
EFT143238	11/06/2020	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL Levy	\$ 8,921.42
EFT142992	21/05/2020	DEPARTMENT OF THE PREMIER & CABINET	State Law Publisher	\$ 105.70
EFT143047	28/05/2020	DEPARTMENT OF TRANSPORT	Update Existing COA Travelsmart Map	\$ 3,872.00
EFT143002	21/05/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	Annual Licence Fee - South Stirling Transfer Station	\$ 324.71
EFT143049	28/05/2020	DOGGY DOO CLEANUPS	Animal Hygiene Services - Q19033	\$ 1,380.00
EFT143139	04/06/2020	DOGGY DOO CLEANUPS	Animal Hygiene Services - Q19033	\$ 230.00
EFT143143	04/06/2020	E EVANS	Staff Reimbursement	\$ 19.95
EFT143293	11/06/2020	E MAY	Staff Reimbursement	\$ 19.95
EFT143335	11/06/2020	E VORSTER	Staff Reimbursement	\$ 24.95
EFT143051	28/05/2020	EASI PACKAGING PTY LTD	Payroll Deductions	\$ 11,553.33
EFT143256	11/06/2020	EASI PACKAGING PTY LTD	Payroll Deductions	\$ 11,553.33
EFT143052	28/05/2020	ECOTECH PTY LTD	Monthly Reporting Costs - Anemometer at Emu Beach	\$ 341.00
EFT143053	28/05/2020	ELANDRIAL GAMES	Voucher Youth Strategy Initiative	\$ 30.00
EFT143140	04/06/2020	ELANDRIAL GAMES	Game - Library Youth Services	\$ 50.00
EFT142940	21/05/2020	ELDERS LIMITED	Star Pickets - Hanrahan Rd Waste Facility	\$ 300.00
EFT143258	11/06/2020	ELDERS LIMITED	Star Pickets - Hanrahan Rd Waste Facility	\$ 450.00
EFT143054	28/05/2020	ELITE STEEL FABRICATION	Plant Repairs - Fabricate Sign Trailer	\$ 2,200.00
EFT143259	11/06/2020	ELLEKER GENERAL STORE	Fuel Supplies	\$ 265.50

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

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143050	28/05/2020	EMMA DOUGHTY	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT142941	21/05/2020	E-STRALIAN PTY LTD	Weekly E-Bike Lease	\$ 350.23
EFT143141	04/06/2020	E-STRALIAN PTY LTD	Weekly E-Bike Lease	\$ 350.23
EFT143261	11/06/2020	E-STRALIAN PTY LTD	Weekly E-Bike Lease	\$ 258.67
EFT142942	21/05/2020	EURO DIESEL SERVICES PTY LTD	Plant Repairs - Engine to Vibrating Roller	\$ 13,718.02
EFT143055	28/05/2020	EURO DIESEL SERVICES PTY LTD	Plant Repairs - Vibrating Roller	\$ 114.31
EFT143142	04/06/2020	EURO DIESEL SERVICES PTY LTD	Plant Repairs - Vibrating Roller	\$ 227.70
EFT143144	04/06/2020	EVERTRANS	Heavy Fleet Repairs - Hooklift Truck	\$ 176.00
EFT142943	21/05/2020	FORREST WINDSCREENS	Plant Repairs - Windscreen Repairs	\$ 560.00
EFT143056	28/05/2020	FORREST WINDSCREENS	Plant Repairs - Windscreen Repairs	\$ 520.00
EFT143147	04/06/2020	FORREST WINDSCREENS	Plant Repairs - Windscreen Repairs	\$ 560.00
EFT143263	11/06/2020	FORREST WINDSCREENS	Plant Repairs - Windscreen Repairs	\$ 560.00
EFT143264	11/06/2020	FOUNDATION ELECTRICAL PTY LTD	Repairs and Maintenance - Water Pressure Pump	\$ 915.53
EFT142939	21/05/2020	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Supplies - Q18037	\$ 1,809.28
EFT143048	28/05/2020	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Supplies - Q18037	\$ 942.60
EFT143138	04/06/2020	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Supplies - Q18037	\$ 56.00
EFT143255	11/06/2020	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Supplies - Q18037	\$ 1,654.63
EFT143334	11/06/2020	GE VASILIU	Refund	\$ 1,149.75
EFT143151	04/06/2020	GHD PTY LTD	Professional Services - Middleton Beach Foreshore	\$ 4,389.00
EFT143265	11/06/2020	GLENN'S HEAVY RECOVERY & TOWING	Heavy Fleet Towing - Damaged Truck	\$ 440.00
EFT143267	11/06/2020	GLOBAL MARINE ENCLOSURES PTY LTD	Maintenance of Ellen Cove Swimming Enclosure	\$ 4,225.20
EFT142944	21/05/2020	GLOBAL SYNTHETICS	Geofirma Nonwoven Geotextile	\$ 1,149.50
EFT143266	11/06/2020	GLOBAL SYNTHETICS	Geofirma Nonwoven Geotextile	\$ 1,149.50
EFT143344	11/06/2020	GM WEST	Rates Refund	\$ 2,400.00
EFT142945	21/05/2020	GRANDE FOOD SERVICE PTY LTD	Insurance Claim - Tyre Damage	\$ 334.90
EFT143061	28/05/2020	GREAT SOUTHERN BOUNDARIES	Supply and Installation Bollards - Bornholm Memorial C18006	\$ 1,760.00
EFT143271	11/06/2020	GREAT SOUTHERN CENTRE FOR OUTDOOR RECREATION	ASC Marketing - Contract Q19039	\$ 5,300.00
EFT143059	28/05/2020	GREAT SOUTHERN SAND AND LANDSCAPING SUPPLIES	Equipment Hire - C19007	\$ 1,072.50
EFT142947	21/05/2020	GREAT SOUTHERN SUPPLIES	Protective Equipment - Q18019	\$ 1,536.25
EFT143060	28/05/2020	GREAT SOUTHERN SUPPLIES	Paper Supplies and Protective Equipment - Q18019	\$ 211.20
EFT143149	04/06/2020	GREAT SOUTHERN SUPPLIES	Paper Supplies and Protective Equipment - Q18019	\$ 1,708.15
EFT143270	11/06/2020	GREAT SOUTHERN SUPPLIES	Paper Supplies and Protective Equipment - Q18019	\$ 1,422.85
EFT143088	28/05/2020	GREGORY BRIAN STOCKS	Deputy Mayoral Allowances and Sitting Fees	\$ 4,805.59
EFT142949	21/05/2020	GRIFFITHS ARCHITECTS PTY LTD	Albany Town Hall Repurposing Project - C18008	\$ 8,374.30
EFT143272	11/06/2020	GSM AUTO ELECTRICAL	Repairs and Maintenance - Airport Generator	\$ 382.00
EFT142916	21/05/2020	H BELL	Staff Reimbursement	\$ 104.30
EFT143119	04/06/2020	H BELL	Staff Reimbursement	\$ 20.20
EFT143208	04/06/2020	H WISNIEWSKI	Staff Reimbursement	\$ 19.95
EFT143075	28/05/2020	HANSON CONSTRUCTION MATERIALS PTY LTD	Road Supplies - C19008	\$ 1,905.71
EFT143064	28/05/2020	HARDIE GRANT MEDIA	Advertising - War Memorial Wartime	\$ 819.50
EFT143063	28/05/2020	HAREWOOD ESTATE	Wine - Civic Functions and Receptions	\$ 484.00
EFT143152	04/06/2020	HAVOC BUILDERS PTY LTD	Building Services - C17028	\$ 3,025.00
EFT143153	04/06/2020	HEAVY AUTOMATICS PTY LTD	Plant Repairs - Flocon Truck	\$ 45.73
EFT142950	21/05/2020	HERSEY PTY LTD	Uniform Supplies - Riggers Gloves	\$ 648.34

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

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143066	28/05/2020	HHG LEGAL GROUP	Legal Services - C19009A	\$ 677.60
EFT143156	04/06/2020	HHG LEGAL GROUP	Legal Services - C19009A	\$ 3,001.70
EFT143277	11/06/2020	HHG LEGAL GROUP	Legal Services - C19009A	\$ 1,887.60
EFT143274	11/06/2020	HIDEWOOD QUALITY PRINTERS	Advertising Flyers - Gym Booklets/Membership	\$ 746.90
EFT143275	11/06/2020	HISTORY COUNCIL OF WESTERN AUSTRALIA	Membership Renewal 2020/2021	\$ 200.00
EFT142952	21/05/2020	HOBBS PAINTING AND DECORATING	Painting Services - Q18025	\$ 2,889.44
EFT143065	28/05/2020	HOBBS PAINTING AND DECORATING	Painting Services - Q18025	\$ 0.50
EFT142935	21/05/2020	HOLCIM PTY LTD	Concrete Supply - C19006	\$ 1,993.64
EFT143043	28/05/2020	HOLCIM PTY LTD	Concrete Supply - C19006	\$ 1,758.68
EFT143134	04/06/2020	HOLCIM PTY LTD	Concrete Supply - C19006	\$ 867.24
EFT143252	11/06/2020	HOLCIM PTY LTD	Concrete Supply - C19006	\$ 1,504.36
EFT143279	11/06/2020	I GEIDANS	Staff Reimbursement	\$ 19.95
EFT143157	04/06/2020	IMPACT SERVICE PTY LTD	School Based Trainees	\$ 302.95
EFT143278	11/06/2020	IMPACT SERVICE PTY LTD	School Based Trainees	\$ 647.32
EFT143178	04/06/2020	IXOM	Chlorine Supplies	\$ 348.50
EFT142928	21/05/2020	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services - C18019/C19001	\$ 632.79
EFT143037	28/05/2020	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services - C18019/C19001	\$ 4,676.93
EFT143128	04/06/2020	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services - C18019	\$ 161.01
EFT143243	11/06/2020	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services - C18019	\$ 5,767.77
EFT143123	04/06/2020	J BRIDGER	Staff Reimbursement	\$ 19.95
EFT142920	21/05/2020	J. BLACKWOOD & SON PTY LTD	Safety Clothing - Gloves, Bushfire Goggles	\$ 715.19
EFT143034	28/05/2020	J. BLACKWOOD & SON PTY LTD	Uniforms - Rangers	\$ 264.84
EFT143158	04/06/2020	JAMES WALMSLEY DESIGN	Graphic Design - VAC Art Program	\$ 300.00
EFT143159	04/06/2020	JAPANESE TRUCK AND BUS SPARES PTY LTD	Plant Repairs - Clutch Kit	\$ 962.05
EFT143289	11/06/2020	JAZMIN MAHER	Design Poster - National Youth Week	\$ 480.00
EFT143160	04/06/2020	JOHN KINNEAR AND ASSOCIATES	Survey Services - C19016	\$ 800.25
EFT143281	11/06/2020	JOHN KINNEAR AND ASSOCIATES	Survey Services - C19016	\$ 9,845.00
EFT143079	28/05/2020	JOHN SHANHUN	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT143022	28/05/2020	JOY ABBOTT TRADING AS ALBANY YOGA ROOM	Better Ageing Classes	\$ 300.00
EFT143235	11/06/2020	JULIE LOUISE BIDEWELL	Better Ageing Classes	\$ 400.00
EFT143282	11/06/2020	JUST A CALL DELIVERIES	Internal Mail Deliveries	\$ 1,169.37
EFT143186	04/06/2020	K SMITH	Refund	\$ 150.00
EFT143008	21/05/2020	K WISE	Staff Reimbursement	\$ 66.72
EFT143161	04/06/2020	KC PSYCHOLOGICAL SERVICES	Professional Services - EAP	\$ 370.00
EFT143283	11/06/2020	KC PSYCHOLOGICAL SERVICES	Professional Services - EAP	\$ 185.00
EFT143162	04/06/2020	KIM ANGELA TOMLINSON	Professional Services - EAP	\$ 225.00
EFT143285	11/06/2020	KING RIVER RECREATIONAL CLUB INC	Community Facilities Assistance Funding	\$ 1,760.00
EFT143286	11/06/2020	KLB SYSTEMS	IT Hardware/Software - Contract C17024	\$ 21,225.60
EFT143303	11/06/2020	KOMATSU AUSTRALIA PTY LTD	Plant Parts and Repairs	\$ 680.66
EFT143348	11/06/2020	L YATES	Staff Reimbursement	\$ 108.66
EFT143137	04/06/2020	LANDGATE	Valuation Services	\$ 262.25
EFT143254	11/06/2020	LANDGATE	Valuation Services	\$ 2,765.41
EFT143164	04/06/2020	LEARNING DISCOVERY	Library Stock	\$ 340.00
EFT142956	21/05/2020	LEASEIT LIMITED	Photocopier Lease	\$ 1,094.50

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

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT142957	21/05/2020	LEDA SECURITY PRODUCTS PTY LTD	Sentry Bike Rack	\$ 1,448.06
EFT142959	21/05/2020	LOCHNESS LANDSCAPE SERVICES	Mowing Services C19010	\$ 440.00
EFT143069	28/05/2020	LOCHNESS LANDSCAPE SERVICES	Mowing Services C19010	\$ 7,200.00
EFT143166	04/06/2020	LOCHNESS LANDSCAPE SERVICES	Mowing Services C19010	\$ 7,200.00
EFT142960	21/05/2020	LORLAINE DISTRIBUTORS PTY LTD	Cleaning Supplies	\$ 222.95
EFT143167	04/06/2020	LORLAINE DISTRIBUTORS PTY LTD	Cleaning Supplies	\$ 41.25
EFT142961	21/05/2020	M AND B SALES PTY LTD	Timber Supplies	\$ 556.50
EFT143070	28/05/2020	M AND B SALES PTY LTD	Timber Supplies	\$ 199.92
EFT143168	04/06/2020	M AND B SALES PTY LTD	Timber Supplies	\$ 108.52
EFT143288	11/06/2020	M AND B SALES PTY LTD	Timber Supplies	\$ 3.05
EFT143154	04/06/2020	M HOLT	Staff Reimbursement	\$ 19.95
EFT142974	21/05/2020	M RANDALL	Staff Reimbursement	\$ 19.95
EFT143324	11/06/2020	M SWARBRICK	Staff Reimbursement	\$ 51.99
EFT142930	21/05/2020	MAGIQ SOFTWARE PTY LTD	Budget Software Subscription	\$ 16,632.00
EFT143290	11/06/2020	MANYPEAKS COMMUNITY AND RECREATION ASSOCIATION	Water Charges	\$ 381.16
EFT142899	21/05/2020	MANYPEAKS STORE	Fuel - Bush Fire Brigades	\$ 119.77
EFT143291	11/06/2020	MARKETFORCE LIMITED	Landfill Water Monitoring - C20004	\$ 1,004.32
EFT143033	28/05/2020	MATT BENSON-LIDHOLM JP	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT142963	21/05/2020	MENTAL MEDIA PTY LTD	Audio Technology Anzac Centre - Q17053	\$ 3,039.96
EFT143294	11/06/2020	MENTAL MEDIA PTY LTD	Audio Technology Anzac Centre - Q17053	\$ 3,039.96
EFT142964	21/05/2020	MERRIFIELD REAL ESTATE	Storage Unit Rental Costs	\$ 882.30
EFT143295	11/06/2020	MERRIFIELD REAL ESTATE	Storage Unit Rental Costs	\$ 200.00
EFT143170	04/06/2020	METROLL ALBANY	Building Supplies	\$ 39.60
EFT143296	11/06/2020	MINTER ELLISON	Legal Services - Proposed Variations to Enterprise Agreement	\$ 15,590.52
EFT142980	21/05/2020	MONTYS LEAP	Wine - Civic Functions and Receptions	\$ 796.40
EFT142965	21/05/2020	MOORE POWER & COOL	Leased Property - Service Fans/Rangehood	\$ 132.00
EFT143298	11/06/2020	MOTEL LE GRANDE	Catering - Elected Members Meetings	\$ 1,573.00
EFT142966	21/05/2020	MOUNT ROMANCE AUSTRALIA PTY LTD	Material Supply - Hand Sanitiser	\$ 585.84
EFT143171	04/06/2020	MOUNT ROMANCE AUSTRALIA PTY LTD	Material Supply - Hand Sanitiser	\$ 298.91
EFT142968	21/05/2020	MULE CREATIVE	Design Services - Community Development Strategy	\$ 2,673.00
EFT142985	21/05/2020	N SLOAN	Staff Reimbursement	\$ 13.50
EFT143330	11/06/2020	N TREWERN	Refund	\$ 60.00
EFT142969	21/05/2020	NEC AUSTRALIA PTY LTD	Desk Phones - C14038	\$ 3,425.84
EFT142970	21/05/2020	NEO INFRASTRUCTURE PTY LTD	Civil Works Middleton Beach Enhancement - C19021	\$ 149,783.92
EFT143173	04/06/2020	NEVILLES HARDWARE & BUILDING SUPPLIES	Hardware and Tool Supplies	\$ 28.65
EFT143300	11/06/2020	NEWMAN'S QUALITY CONCRETE PRODUCTS	Road Repairs and Maintenance - C18011	\$ 5,461.50
EFT142971	21/05/2020	NLC PTY LTD	Novated Leases and Associated Costs	\$ 615.31
EFT143174	04/06/2020	NLC PTY LTD	Novated Leases and Associated Costs	\$ 615.31
EFT143100	28/05/2020	NUTRIEN AG SOLUTIONS	Herbicides	\$ 1,269.79
EFT143340	11/06/2020	NUTRIEN AG SOLUTIONS	Herbicides and Fertilizers	\$ 886.87
EFT143175	04/06/2020	OCS SERVICES PTY LTD	Cleaning Services - C15015	\$ 12,524.19
EFT143304	11/06/2020	OCS SERVICES PTY LTD	Cleaning Services - C15015	\$ 424.99
EFT142972	21/05/2020	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 560.44
EFT143176	04/06/2020	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 3,721.00

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143305	11/06/2020	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 3,893.95
EFT142973	21/05/2020	O'KEEFE'S PAINTS	Painting Supplies	\$ 284.68
EFT143177	04/06/2020	O'KEEFE'S PAINTS	Painting Supplies	\$ 325.74
EFT143306	11/06/2020	O'KEEFE'S PAINTS	Painting Supplies	\$ 16.16
EFT142904	21/05/2020	OPTEON	Valuation Services	\$ 550.00
EFT143017	28/05/2020	OPTEON	Valuation Services	\$ 715.00
EFT143085	28/05/2020	ORRCON STEEL	Steel Supplies	\$ 580.89
EFT143321	11/06/2020	ORRCON STEEL	Steel Supplies	\$ 72.08
EFT142946	21/05/2020	P GRAF	Staff Reimbursement	\$ 10.06
EFT143024	28/05/2020	PAPERBARK MERCHANTS	Newspaper/Book/Magazine Supplies	\$ 21.60
EFT143112	04/06/2020	PAPERBARK MERCHANTS	Newspaper/Book/Magazine Supplies	\$ 965.54
EFT143181	04/06/2020	PAUL REMAJ ENGINE RECONDITIONING	Plant Parts/Repairs - Truck Fly Wheel	\$ 187.00
EFT143093	28/05/2020	PAUL TERRY	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT143307	11/06/2020	PENROSE PROFESSIONAL LAWCARE	Lawn Mowing Services - VAC	\$ 264.00
EFT143073	28/05/2020	PETER GRAHAM AND COMPANY LTD	Hardware Supplies - Droppers Galvanised	\$ 1,216.82
EFT143180	04/06/2020	PETER GRAHAM AND COMPANY LTD	Hardware/Gardening Supplies - Fertilizer and Spray Wand	\$ 208.80
EFT142975	21/05/2020	PFD FOOD SERVICES PTY LTD	Tea and Coffee Supplies	\$ 1,068.20
EFT143074	28/05/2020	PFD FOOD SERVICES PTY LTD	Tea and Coffee Supplies	\$ 520.20
EFT143347	11/06/2020	PHILIP WYATT	Professional Services - Lease Variation	\$ 1,128.82
EFT143207	04/06/2020	PK WIGNALL	Refund	\$ 96.00
EFT143308	11/06/2020	PLASTICS PLUS	Material Supplies	\$ 181.50
EFT142977	21/05/2020	PRINTSYNC BUSINESS SOLUTIONS	Photocopier Charges	\$ 87.01
EFT142978	21/05/2020	QUICK SHOT COFFEE	Coffee Supplies	\$ 35.00
EFT143310	11/06/2020	RAECO INTERNATIONAL PTY LTD	Stationery Supplies	\$ 119.72
EFT143311	11/06/2020	RAINBOW COAST NEIGHBOURHOOD CENTRE	Video History Collection - Compost Awareness Week	\$ 350.00
EFT143062	28/05/2020	RAY HAMMOND	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT143087	28/05/2020	REBECCA STEPHENS	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT143076	28/05/2020	REECE PTY LTD	Plumbing and Irrigation Supplies	\$ 12.91
EFT143150	04/06/2020	REGIONAL DEVELOPMENT AUSTRALIA GREAT SOUTHERN WA INC	Sub-Lease Rent Co-Op Building	\$ 1,639.50
EFT143072	28/05/2020	RELAXHOUSE	Chairs - Refresh Works NAC	\$ 3,946.10
EFT143077	28/05/2020	REPLAS WA	Western Water Sensitive Urban Design - Seats	\$ 7,693.25
EFT143313	11/06/2020	REPLAS WA	Middleton Beach to Emu Point - Park Benches/Seats	\$ 14,252.89
EFT143312	11/06/2020	REPLICA MEDALS & RIBBONS PTY LTD	Merchandise Order - Forts Store	\$ 113.40
EFT143182	04/06/2020	R-GROUP INTERNATIONAL	Professional Services - C17024	\$ 13,213.20
EFT143183	04/06/2020	RICOH	Photocopier Charges	\$ 10,888.35
EFT143090	28/05/2020	ROBERT SUTTON	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT143078	28/05/2020	RURAL AND URBAN LAND SERVICES	Material Supply - Mulch	\$ 2,640.00
EFT143082	28/05/2020	SANDIE SMITH	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT143011	22/05/2020	SANITATION STATION	Material Supply - Hand Sanitiser	\$ 2,715.90
EFT143314	11/06/2020	SANITATION STATION	Material Supply - Hand Sanitiser	\$ 2,512.40
EFT143273	11/06/2020	SCOTT HARVEY	Cleaning - Eastern Pavilion Toilets/Changeroom	\$ 80.00
EFT142948	21/05/2020	SD GREEN	Rates Refund	\$ 192.46
EFT142981	21/05/2020	SECUREPAY PTY LTD	Web Payments/Fees - Visitor Centre	\$ 4.15
EFT143315	11/06/2020	SECUREPAY PTY LTD	Web Payments/Fees - Visitor Centre	\$ 17.86

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT142982	21/05/2020	SETON AUSTRALIA PTY LTD	First Aid and Safety Equipment	\$ 46.64
EFT143316	11/06/2020	SHIRE OF PLANTAGENET	Long Live You Program	\$ 1,495.00
EFT143284	11/06/2020	SIMONE KEANE	Performance - Feel Good Fridays	\$ 300.00
EFT142983	21/05/2020	SKILL HIRE WA PTY LTD	Apprentice/Trainee Fees	\$ 926.40
EFT142984	21/05/2020	SKIPPER TRANSPORT PARTS	Plant and Fleet Supplies	\$ 534.78
EFT143081	28/05/2020	SMITHS ALUMINIUM AND 4WD CENTRE	Heavy Fleet Repairs and Maintenance	\$ 1,315.00
EFT143185	04/06/2020	SMITHS ALUMINIUM AND 4WD CENTRE	Heavy Fleet Repairs and Maintenance	\$ 391.00
EFT142986	21/05/2020	SOIL SOLUTIONS PTY LTD	Gardening Supplies - Bedding Mix and Soil Conditioner	\$ 702.00
EFT143317	11/06/2020	SOIL SOLUTIONS PTY LTD	Greenwaste - C12008	\$ 1,474.96
EFT143318	11/06/2020	SOS SWITCHED ON TO SAFETY	Subscription - Chemwatch Goldffx/Smartsuite Licence	\$ 3,190.00
EFT142988	21/05/2020	SOUTH CITY PAVING	Brick Paving - Aberdeen Street - Q19052	\$ 9,768.00
EFT143083	28/05/2020	SOUTH COAST CRANE HIRE	Equipment Hire - Q19049	\$ 528.00
EFT143058	28/05/2020	SOUTH REGIONAL TAFE	Staff Training - OHS	\$ 281.16
EFT143269	11/06/2020	SOUTH REGIONAL TAFE	Staff Training - Skidsteer Loader	\$ 220.32
EFT142989	21/05/2020	SOUTHERN CROSS AUSTEREO PTY LTD	Radio Campaign - ALAC	\$ 963.60
EFT143188	04/06/2020	SOUTHERN SITE HIRE	Cycle Links Project and VMB's Bathurst St	\$ 7,650.50
EFT142987	21/05/2020	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 424.70
EFT143187	04/06/2020	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 40.00
EFT143319	11/06/2020	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 237.60
EFT143320	11/06/2020	SPINDRIFT JAZZ QUARTET	Performance - Feel Good Fridays	\$ 300.00
EFT143084	28/05/2020	SPIRAL CONSULTING	Professional Fees - NAC Advisory Group	\$ 6,000.00
EFT142990	21/05/2020	SPOTLIGHT PTY LTD	Instructional Video - Celebration Highway Fabric and Trims	\$ 55.39
EFT143191	04/06/2020	STANTEC AUSTRALIA PTY LTD	CPSP Stage 2 Western - Youth Precinct	\$ 7,122.50
EFT142991	21/05/2020	STAR SALES AND SERVICE	Plant and Fleet Materials	\$ 88.00
EFT143189	04/06/2020	STAR SALES AND SERVICE	Plant and Fleet Materials	\$ 195.00
EFT143067	28/05/2020	STATEWIDE RACKING & STORAGE SOLUTIONS	Hardware - Forts Store	\$ 122.00
EFT143297	11/06/2020	STEPHANIE ANNE WRIGHT MORRIGAN	Professional Services - EAP	\$ 242.00
EFT143184	04/06/2020	STEVE SCANLON	Performance Fee VAC - Feel Good Friday	\$ 300.00
EFT143086	28/05/2020	STEWART AND HEATON CLOTHING PTY LTD	Bush Fire Brigade Uniform/Safety Equipment	\$ 821.03
EFT142993	21/05/2020	STIRLING PRINT	Printing - Social Planning Department	\$ 1,260.00
EFT143322	11/06/2020	STIRLING PRINT	Printing - Albany Your Move Map	\$ 1,680.00
EFT142994	21/05/2020	SUGG'S TIMBER MACHINING	Manufacture of Columns - VAC	\$ 2,673.00
EFT143302	11/06/2020	SUPA IGA NORTH ROAD	Groceries - Milk	\$ 11.96
EFT143091	28/05/2020	SYNERGY	Electricity Charges	\$ 15,638.64
EFT143192	04/06/2020	SYNERGY	Electricity Charges	\$ 15,114.09
EFT143325	11/06/2020	SYNERGY	Electricity Charges	\$ 2,185.02
EFT142996	21/05/2020	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 1,189.19
EFT143092	28/05/2020	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 1,264.21
EFT143193	04/06/2020	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 443.26
EFT143326	11/06/2020	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 2,218.24
EFT143244	11/06/2020	T CATHERALL	Staff Reimbursement	\$ 18.20
EFT143132	04/06/2020	T COLBY	Staff Reimbursement	\$ 19.95
EFT142953	21/05/2020	T JACKSON	Staff Reimbursement	\$ 15.00
EFT142958	21/05/2020	T LEWIS	Staff Reimbursement	\$ 19.95

**CITY OF ALBANY
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ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT142923	21/05/2020	TERRY WHITE CHEMMART	Material Supply - Hand Sanitiser	\$ 317.60
EFT143327	11/06/2020	TEX ONSITE PTY LTD	Plant and Fleet Service - Periodic Test of EWP Low Voltage	\$ 1,148.96
EFT143094	28/05/2020	THE 12 VOLT WORLD	Material Supply - Combo Lights	\$ 270.00
EFT143194	04/06/2020	THE 12 VOLT WORLD	Material Supply - Rocker Switch	\$ 67.50
EFT143116	04/06/2020	THE AUSTRALIAN HISTORICAL ASSOCIATION	Membership Subscription - Library	\$ 170.00
EFT143195	04/06/2020	THE COMPUTER SCHOOL. NET	Subscription - Computer School	\$ 1,100.00
EFT143146	04/06/2020	THE FIXUPPERY	Cleaning Services - Q18036	\$ 1,468.04
EFT143262	11/06/2020	THE FIXUPPERY	Cleaning Services - Q18036	\$ 419.99
EFT143287	11/06/2020	THE LAWN LOPPER	Lawn Mowing Services - Daycare	\$ 120.00
EFT142967	21/05/2020	THE MUFFIN QUEEN	Meals - Workshops, Council Meetings	\$ 1,650.00
EFT143172	04/06/2020	THE MUFFIN QUEEN	Meals - Workshops, Council Meetings	\$ 900.00
EFT143299	11/06/2020	THE MUFFIN QUEEN	Meals - Workshops, Council Meetings	\$ 1,304.00
EFT143198	04/06/2020	THE TROPHY SHOP	Memorial Bench Plaque - Harold Martin	\$ 23.40
EFT143328	11/06/2020	THINKWATER ALBANY	Reticulation Supplies	\$ 1,335.00
EFT143329	11/06/2020	TOLL TRANSPORT	Courier Services	\$ 232.38
EFT143196	04/06/2020	TOTAL GREEN RECYCLING	E-Waste Recycling - Q17046	\$ 2,762.27
EFT142997	21/05/2020	T-QUIP	Plant and Fleet Materials	\$ 105.50
EFT143080	28/05/2020	TRACY SLEEMAN	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT143197	04/06/2020	TRAFFIC SAFETY CONSULTANTS PTY LTD	Road Safety Audit - Lockyer/Ulster/North Road Roundabouts	\$ 1,980.00
EFT142908	21/05/2020	TRICOAST CIVIL	Centennial Park - C18023	\$ 13,067.18
EFT143221	11/06/2020	TRICOAST CIVIL	Road Widening Millbrook Road - P19028	\$ 59,449.90
EFT143199	04/06/2020	TRUCK CENTRE WA PTY LTD	Fleet and Plant Repairs and Maintenance	\$ 138.09
EFT142998	21/05/2020	TRUCKLINE	Fleet and Plant Repairs and Maintenance	\$ 7.77
EFT143331	11/06/2020	TRUCKLINE	Fleet and Plant Repairs and Maintenance	\$ 54.74
EFT142938	21/05/2020	V DERSCHOW	Staff Reimbursement	\$ 35.15
EFT143000	21/05/2020	VANGUARD PRESS	Warehouse Fee - April ASC Planner	\$ 34.65
EFT143333	11/06/2020	VANGUARD PRESS	Brochure Distribution - Destination Marketing TWA Grant	\$ 125.30
EFT143200	04/06/2020	VOEGELER CREATIONS	Medal Backing Boards - Forts Store Retail	\$ 514.03
EFT143280	11/06/2020	WA COUNTRY BUILDERS	Refund	\$ 599.82
EFT143343	11/06/2020	WA HOLIDAY GUIDE PTY LTD	Completed Bookings Marketing Fee - May 2020	\$ 126.80
EFT143336	11/06/2020	WARTHOG WA	Vehicle Parts Washer	\$ 280.00
EFT143097	28/05/2020	WATER CORPORATION	Water Charges	\$ 4,787.36
EFT143201	04/06/2020	WATER CORPORATION	Water Charges	\$ 10,358.46
EFT143337	11/06/2020	WATER CORPORATION	Water Charges	\$ 1,080.66
EFT143215	11/06/2020	WELLSTEAD RURAL SERVICES	Material Supply - Gas Bottles	\$ 96.94
EFT143341	11/06/2020	WEST AUSTRALIAN NEWSPAPERS LIMITED	Subscription - Newspapers and Advertising	\$ 692.41
EFT143006	21/05/2020	WEST AUSTRALIAN NEWSPAPERS LIMITED	Subscription - Newspapers and Advertising	\$ 2,524.46
EFT143203	04/06/2020	WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising	\$ 1,650.00
EFT143007	21/05/2020	WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising	\$ 37.19
EFT143005	21/05/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Training	\$ 1,700.00
EFT143099	28/05/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Training	\$ 780.00
EFT143205	04/06/2020	WESTERN AUSTRALIAN MUSEUM	Lawn Mowing Services	\$ 268.81
EFT143012	27/05/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan Payment	\$ 53,934.40
EFT143210	11/06/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan Payment	\$ 185,468.29

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

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT143206	04/06/2020	WESTERN POWER CORPORATION	Connection 464 Parker Brook Road, Drome	\$ 7,606.00
EFT143342	11/06/2020	WESTERN WORK WEAR	Uniforms - Work Boots	\$ 215.00
EFT143004	21/05/2020	WESTRAC EQUIPMENT PTY LTD	Fleet and Plant Repairs and Maintenance	\$ 3,667.86
EFT143339	11/06/2020	WESTRAC EQUIPMENT PTY LTD	Fleet and Plant Repairs and Maintenance	\$ 1,260.09
EFT143204	04/06/2020	WESTSHRED DOCUMENT DISPOSAL	Document Disposal	\$ 369.60
EFT143345	11/06/2020	WIDEBAND NETWORKS PTY LTD	Internet Charges - NBN	\$ 218.00
EFT143346	11/06/2020	WOOLWORTHS GROUP LIMITED	Grocery Supplies - Day Care	\$ 1,985.43
EFT143101	28/05/2020	WORKWEAR GROUP	Staff Uniforms	\$ 227.82
EFT143009	21/05/2020	WREN OIL	Waste Disposal	\$ 500.50
EFT143102	28/05/2020	WURTH AUSTRALIA PTY LTD	Fleet and Plant Repairs and Maintenance	\$ 114.94
EFT143103	28/05/2020	Y JOLIDON	Staff Reimbursement	\$ 29.90
EFT143010	21/05/2020	ZENITH LAUNDRY	Laundry Services/Hire	\$ 2.82
EFT143104	28/05/2020	ZENITH LAUNDRY	Laundry Services/Hire	\$ 6.26
EFT143349	11/06/2020	ZENITH LAUNDRY	Laundry Services/Hire	\$ 37.25
				\$ 2,925,646.97

LOCAL GOVERNMENT ACT 1995

BUSH FIRES ACT 1954

CITY OF ALBANY

**BUSH FIRE BRIGADES
LOCAL LAW 2020**

**BUSH FIRES ACT 1954
LOCAL GOVERNMENT ACT 1995
CITY OF ALBANY**

BUSH FIRE BRIGADES LOCAL LAW 2020

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BUSH FIRES ACT 1954
LOCAL GOVERNMENT ACT 1995
CITY OF ALBANY
BUSH FIRE BRIGADES LOCAL LAW 2020

Under the powers conferred by the *Local Government Act 1995*, the *Bush Fires Act 1954* and under all other powers enabling it, the Council of the City of Albany resolved on [] 2020 to make the following local law.

PART 1—PRELIMINARY

1.1 Citation

This local law may be cited as the *City of Albany Bush Fire Brigades Local Law 2020*.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Definitions

(1) In this local law unless the context otherwise requires—

Act means the *Bush Fires Act 1954*;

brigade area is defined in clause 2.1(3)(b);

brigade member means any member referred to in clause 4.1;

brigade officer means a person holding a position referred to in clause 2.2 (3), whether or not he or she was appointed by the local government or elected at an annual general meeting of a bush fire brigade or otherwise appointed to the position;

bush fire brigade is defined in section 7 of the Act;

Bush Fire Control Officer means a Bush Fire Control Officer appointed by the local government under section 38 the Act;

bush fire operating procedures means the operating procedures adopted by the local government as amended from time to time;

CEO means the chief executive officer of the local government;

Chief Bush Fire Control Officer means the Chief Bush Fire Control Officer appointed under the Act;

Committee means the Committee of the bush fire brigade;

Council means the Council of the City of Albany;

DFES means the Department of Fire and Emergency Services;

Direct Communications is the act of transferring information from one place, person or group to another with confirmation of understanding and acknowledgement of receipt. Direct communications may be conveyed in person face to face, or remotely using electronic communication devices and applications approved by DFES or the local government, for example: UHF and VHF radio, internet voice and video applications.

District means the area within the boundary of the City of Albany;

firefighting member means a registered operational member of a bush fire brigade;

local government means the City of Albany;

local law means the *City of Albany Bush Fire Brigades Local Law 2020*;

Normal Brigade Activities are defined by section 35A of the Act;

Regulations means Regulations made under the Act;

Rules means the Rules Governing the Operation of bush fire brigades; and

Schedule means a schedule to this local law.

- (2) In this local law, unless the context otherwise requires, a reference to —
- (a) a Captain;
 - (b) a First Lieutenant;
 - (c) a Second Lieutenant;
 - (d) any additional Lieutenants;
 - (e) a Training Officer;
 - (f) an Equipment Officer;
 - (g) a **President**;
 - (h) a Secretary; **or**
 - (i) a Treasurer;

means a person holding that position in a bush fire brigade.

1.4 Application

This local law applies throughout the district.

PART 2—ESTABLISHMENT AND CANCELLATION OF BUSH FIRE BRIGADES

Division 1—Establishment of a Bush Fire Brigade

2.1 Establishment and naming of a bush fire brigade

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government’s decision under subclause (1).
- (3) On establishing a bush fire brigade under clause 2.1(1) the local government is to—
 - (a) give a name to the bush fire brigade; **and**
 - (b) specify the area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities (the “brigade area”).
- (4) **The local government must register the brigade in a register kept pursuant to section 41(2) of the Act.**

2.2 Appointment of brigade officers

- (1) On establishing a bush fire brigade under clause 2.1(1) the local government is to appoint or provide for the election of brigade offices as defined in the Rules Governing the Operation of Bush Fire Brigades (Schedule 1 of this local law).
- (2) When considering the appointment or election of brigade officers the local government is to consider the qualifications, experience and skills required to fill each position.
- (3) A person appointed or elected to a brigade is taken to be a brigade member of that brigade.
- (4) The appointments expire at the completion of the first annual general meeting of the bush fire brigade.
- (5) If a position becomes vacant prior to the completion of the first annual general meeting, then the local government may appoint a person to fill the vacancy.

Division 2—Transitional

2.3 Existing bush fire brigades

Where a local government has established a bush fire brigade prior to the commencement date of this Local Law, from the commencement date—

- (a) The bush fire brigade is to be taken to be a bush fire brigade established under and in accordance with this local law; and
- (b) any rules governing the operation of the bush fire brigade are to be taken to have been repealed and substituted with the Rules.

Division 3—Cancellation of a Bush Fire Brigade

2.4 Cancellation of a bush fire brigade registration

The local government may cancel the registration of a bush fire brigade, in accordance with section 41(3) of the Act, if it is of the opinion that the bush fire brigade is not complying with the Act, this local law, the bush fire operating procedures or the Rules.

2.5 New arrangement after cancellation of registration

If a local government cancels the registration of a bush fire brigade, the local government is to make alternative fire control arrangements for that brigade area.

PART 3—OBJECTIVE, ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES

Division 1 — Objectives of Bush Fire Brigades

3.1 Objectives

The objectives of the bush fire brigade are to carry out—

- (a) Normal Brigade Activities; and
- (b) the functions of the bush fire brigade as specified in the Act, the Regulations and this local law.

Division 2 — Local Government Responsibility

3.2 Local government responsible for structure

The local government is to ensure that an appropriate structure through which the organisation of bush fire brigades is maintained.

3.3 Bush fire brigade to be supplied with Act

The local government is to supply each bush fire brigade with two copies of the Act, the Regulations, the bush fire brigade operating procedures, relevant local government policies, this local law and any other written laws which may be relevant to the performance of the brigade officers' functions, and any amendments which are made thereto from time to time.

Division 3 — Bush Fire Advisory Committee

3.4 Functions of Advisory Committee

The Bush Fire Advisory Committee is to have the functions set out in section 67 of the Act and is to include such number of nominees of the bush fire brigades as may be determined by the local government from time to time.

3.5 Advisory Committee to consider brigade motions

The Bush Fire Advisory Committee shall consider any motion received from a bush fire brigade and may make recommendations to the local government in relation to any motion supported by the Bush Fire Advisory Committee.

Division 4 — Bush Fire Control Officers

3.6 Local government to have regard to nominees for Bush Fire Control Officers

When considering the appointment of persons for the position of a Bush Fire Control Officer under section 38 of the Act, the local government is to have regard to persons nominated by any bush fire brigade but is not bound to appoint the nominated person(s).

3.7 Functions of a Bush Fire Control Officer

- (1) The statutory powers and duties of bush fire control offices shall be those contained in the Act.
- (2) Under the provision of section 38 of the Act, the local government may appoint bush fire control officers generally or classes of Bush Fire Control Officers in order to carry out some or all the functions of the Act.
- (3) The functions of a Bush Fire Control Officer, or classes of Bush Fire Control Officers, are to be as described in the Bush Fire Control Officer position description contained in the City of Albany Strategic Bush Fire Plan (or other City of Albany plans) as adopted by Council and amended from time to time.
- (4) The local government may limit the area in which a bush fire control officer can carry out his functions to one or more specified bush fire brigade area.

3.8 Local government to advise Bush Fire Advisory Committee of appointments

Within one month of the local government receiving a bush fire brigade's nominations for persons to serve as bush fire control officers, the local government is to advise the Bush Fire Advisory Committee of the persons appointed by the local government as bush fire control officers.

Division 5—Chief Bush Fire Control Officer

3.9 Role and duties of Chief Bush Fire Control Officer

- (1) Subject to any directions of the CEO, the Chief Bush Fire Control Officer has primary managerial responsibility for the organisation and maintenance of bush fire brigades.
- (2) The Chief Bush Fire Control Officer or his Deputy may attend as a non-voting representative of the local government, at any meeting of a bush fire brigade.
- (3) The duties of the Chief Bush Fire Control Officer are to be as described in the Chief Bush Fire Control Officer position description contained in the City of Albany Strategic Bush Fire Plan as adopted by Council and amended from time to time.

PART 4—BRIGADE MEMBERSHIP

Division 1 — Types of Membership

4.1 Membership of a bush fire brigade

- (1) The membership of a bush fire brigade consists of the following —
 - (a) operational members;
 - (b) trainee members;
 - (c) support members;
 - (d) cadet members;
 - (e) life members; and
 - (f) honorary life members.
- (2) A person shall only have membership of one bush fire brigade within the local government district at any given time.

4.2 Operational members

Operational members are those persons aged being at least 16 years of age who undertake all normal brigade activities, and have completed the required training qualification as determined by the local government.

4.3 Trainee members

Members joining a bush fire brigade shall be classified as trainee members until they completed the basic training qualification as determined by the local government from time to time.

4.4 Cadet members

- (1) Cadet members are—
 - (a) to be aged 11 to 15 years;
 - (b) to be admitted to membership only with the consent of their parent or guardian;
 - (c) admitted for the purpose of training and are not to attend an uncontrolled fire or other emergency incident;
 - (d) to be supervised by an operational member when undertaking normal brigade activities as defined by paragraphs (c), (d), (e), (f) and (g) of section 35A of the Act; and
 - (e) ineligible to vote at brigade meetings.

4.5 Support members

Support members are brigade members who are not otherwise classified as an operational member, trainee member or cadet member.

4.6 Life member

- (1) The brigade may by a simple majority resolution appoint a person as a life member in recognition of services by that person to the bush fire brigade.
- (2) Only an Operational member can be appointed as a life member.

4.7 Honorary life member

- (1) The brigade may by a simple majority resolution appoint a person as an honorary life member in recognition of services by that person to the bush fire brigade.
- (2) Honorary life members are ineligible to vote at brigade meetings.

Division 2 — Command at a Fire

4.8 Interpretation

In this Division “in attendance” includes attendance —

- (a) in person; or
- (b) via direct communications.

4.9 Ranks within the bush fire brigade

Where, under the Act, members of a bush fire brigade have command of a fire —

- (a) where a **Bush Fire Control Officer** is in attendance at the, fire the **Bush Fire Control Officer** has full control over all other persons fighting the fire and is to issue instructions as to the methods and tactics to be adopted by the fire fighters, **in accordance with sections 39(1)(f) and 44(3) of the Act**; and
- (b) in the absence of a **Bush Fire Control Officer**, the Captain has full control over all other persons fighting the fire, and is to issue instructions as to the methods and tactics to be adopted by the fire fighters; and
- (c) in the absence of the Captain, the first Lieutenant, and in the absence of the first, the second Lieutenant and so on, in the order of seniority determined, is to exercise all the powers and duties of the Captain.

PART 5 — EQUIPMENT OF BUSH FIRE BRIGADES

5.1 Policies of local government

The local government may make policies to —

- (a) **provision** funding to bush fire brigades for the purchase of protective clothing, equipment and training; and
- (b) keep bush fire brigades informed of funding opportunities from other bodies.

5.2 Equipment in bush fire brigade area

The bush fire brigade is to report to the local government the quantity and quality of all protective clothing, equipment and appliances of the brigade when directed to do so.

5.3 Funding from local government budget

A request to the local government from a bush fire brigade for funding of protective clothing, equipment, training or appliance needs shall be submitted to the local government by a date advised by the CEO or delegate of the CEO, for consideration in the next following local government budget.

5.4 Consideration in the local government budget

The local government—

- (a) may approve or decline an application for funding depending upon its assessment of budget priorities for the year in question; and
- (b) shall advise bush fire brigades of the final outcome of their individual requests for funding within a reasonable time frame.

PART 6—APPLICATION OF RULES TO A BUSH FIRE BRIGADE

6.1 Rules to govern

- (1) The Rules govern the operation of a bush fire brigade.
- (2) A bush fire brigade and each bush fire brigade member is to comply with the Rules.
- (3) The Rules governing the operation of bush fire brigades are detailed at Schedule 1.

**SCHEDULE 1 — RULES GOVERNING THE OPERATION OF
BUSH FIRE BRIGADES**
(clause 6.1)

PART 1—PRELIMINARY

1.1 Interpretation

(1) Unless the context otherwise requires, where a term is used in these Rules and is defined in the local law, the Act or the Regulations, then the term is to be taken to have the meaning assigned to it in this local law, the Act or the Regulations, as the case may be.

(2) In these Rules, unless the context otherwise requires —
simple majority means a majority of more than 50% of members of—

- (a) brigade members of a bush fire brigade, present in person or by proxy; if the majority is required at a meeting of the bush fire brigade; or
- (b) brigade officers of the bush fire brigade, present in person or by proxy, if the majority is required at a meeting of the committee.
- (c) absolute majority means a majority of more than 50% of the number of—
 - (i) brigade members of a bush fire brigade, whether in attendance at the meeting or not; if the majority is required at a meeting of the bush fire brigade; or
 - (ii) brigade officers of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the committee.

PART 2—COMMITTEE

2.1 Management of a bush fire brigade

(1) The administration and management of the affairs of a bush fire brigade are vested in the Committee, subject to the provisions of these Rules.

(2) The Committee's functions include, but are not limited to —

- (a) recommending amendments to these rules to the local government;
- (b) approving the brigade's annual budget and presenting it at the brigade's annual general meeting;
- (c) proposing a motion for consideration at any bush fire brigade meeting;
- (d) recommending to the local government equipment which needs to be supplied by the local government to the bush fire brigade;
- (e) investing or placing on deposit any bush fire brigade funds not immediately required to perform normal brigade activities;
- (f) delegating to a person, any Committee functions (being less than the total functions of the Committee) as considered reasonable, on any conditions it thinks fit;
- (e) doing all things necessary or convenient in order to perform any of its functions and to secure the performance of the normal brigade activities by the bush fire brigade; and
- (f) dealing with membership applications, grievances, disputes and disciplinary matters.

2.2 Membership of Committee

(1) The brigade Committee is to consist of the Captain, First Lieutenant, President, Secretary, Treasurer, and any other brigade members as may be determined by the Committee from time to time.

(2) The Committee members are to—

- (a) be elected at the brigade's annual general meeting;
- (b) hold office until the next annual general meeting; and
- (c) be eligible for re-election at the next annual general meeting.

2.3 Termination of Committee Membership

(1) Any Committee member may be removed from office by an absolute majority decision of the brigade members present in person or by proxy at a special meeting called for such a purpose.

(2) If a position becomes vacant prior to the commencement of the annual general meeting, then the bush fire brigade is to elect a person to fill the vacancy at a bush fire brigade meeting.

(3) The local government is to be advised within 7 days of the removal of a committee member from office under subclause (1), or the election of a person to fill a vacancy under subclause (2).

2.4 Meetings of Committee

- (1) The Committee is to meet for the despatch of business, adjourn and otherwise regulate its meeting as it thinks fit.
- (2) The President or the Secretary, may convene a meeting of the Committee at any time.

2.5 Quorum

- (1) The quorum for a Committee meeting is **50%** of members of the Committee present, either in person or via direct communication.
- (2) No business is to be transacted at a Committee meeting, without a quorum of Committee members.
- (3) Subject to these Rules, a decision made by the Committee may be made by a resolution passed by a simple majority of Committee members who are present in person, via electronic communication, or by proxy at the meeting.

2.6 Voting

- (1) Each committee member is to have one vote.
- (2) In the case of an equality of votes, the President (or person presiding) may exercise an additional casting vote.

PART 3 — FUNCTIONS OF BRIGADE OFFICERS

3.1 Captain

The Captain is the most senior operational member of the brigade.

3.2 Lieutenants

- (1) Lieutenants shall be ranked numerically according to seniority.
- (2) The first lieutenant is the second most senior operational member of the brigade, and so on.

3.3 President

- (1) Subject to subclause (2) below, the President is to preside at all meetings.
- (2) In the absence of the President, the meeting may elect another person to preside at the meeting.
- (3) The President is responsible for the efficient administration of the brigade.

3.4 Secretary

The Secretary is to —

- (a) keep a correct minute and account of the proceedings of all meetings of the brigade and the Committee which shall be open for inspection by brigade members at any reasonable time;
- (b) answer all correspondence or direct it appropriately, and keep a record of the same;
- (c) prepare and send out all necessary notices of meetings; **and**
- (d) maintain a register of all current brigade members which includes each brigade member's contact details and type of membership.

3.5 Treasurer

The Treasurer is to —

- (a) receive donations and monies on behalf of the brigade and deposit all monies to the credit of the brigade's bank account;
- (b) pay accounts as authorised by the committee;
- (c) keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- (d) be the custodian of all monies of the brigade; and
- (e) report on the financial position at meetings of the brigade or Committee;
- (f) prepare requests for funding for submission to the local government;
- (g) prepare for submission to local government an annual statement of acquittal providing detail of expenditure of funding monies received; and
- (h) make available the financial statements of the brigade for review by the local government on request.

3.6 Equipment Officer

- (1) The Equipment Officer is—
 - (a) responsible for the inspection and maintenance of all equipment and appliances as directed by the brigade Captain;
 - (b) to report to the local government any damage incurred to brigade equipment as soon as practicable; and
 - (c) to report to the local government any maintenance required to brigade equipment as soon as practicable.
- (2) In consultation with the CBFCO an **Equipment Officer** may temporarily locate equipment at an alternative location from time to time for operational purposes.

3.7 Training Officer

The Training Officer is responsible for the coordination of brigade training under the direction of the Captain and the local government.

PART 4—MEMBERSHIP OF A BUSH FIRE BRIGADE

4.1 Conditions of membership

- (1) Members of a bush fire brigade shall comply with the bush fire brigade operating procedures in carrying out normal brigade activities.
- (2) In relation to any type of membership, as described in Part 4 of the local law, the local government may establish policies regarding—
 - (a) the qualifications required;
 - (b) fitness for duty;
 - (c) a requirement to serve a probationary period; **and**
 - (d) the Committee's assessment of an application for membership.

4.2 Applications for membership

- (1) Applications for membership of a bush fire brigade shall —
 - (a) be submitted to the Captain or Secretary of the relevant bush fire brigade, who shall forward a copy of the application to the Chief Bush Fire Control Officer within 1 week of the application being submitted; and
 - (b) shall be determined by the brigade's Committee, who shall consider any advice received from the Chief Bush Fire Control Officer in relation to the application.

4.3 Decision on application for membership

- (1) Subject to clause 2.1, the Committee may— approve an application for membership unconditionally or subject to any conditions; or decline an application for membership.
- (2) If the Committee declines an application for membership, it is to give written notice to the applicant as soon as practicable after the decision is made, and advise the applicant that he or she has the right to object to the local government.
- (3) The local government is to be advised of approved applications within 14 days of approval of membership.

4.4 Notification of membership

- (1) All approved applications for membership forms are to be submitted to the local government within 1 week of the application being made in accordance with clause 4.2 of the Rules.
- (2) As soon as practicable after the bush fire brigade annual general meeting, the local government will supply all bush fire brigades with a list of current membership.
- (3) Within 1 month of being provided a list under subclause (2), the bush fire brigade must review the list and report any anomalies to the local government.
- (4) The local government will supply the Chief Bush Fire Control Officer a list of current membership of any or all brigades upon request.

4.5 DFES to be notified of registrations

The local government is to supply details of any approved membership applications to DFES within 14 days of a person being admitted to membership in the form required by the DFES from time to time.

REPORT ITEM CCS262 REFERS TO
**PART 5 — SUSPENSION AND TERMINATION OF MEMBERSHIP OF A
BUSH FIRE BRIGADE**

5.1 Suspension of membership

- (1) Membership of the bush fire brigade may be suspended at any time if, in the opinion of the Committee, and/or the Chief Bush Fire Control Officer, circumstances warrant suspending the member.
- (2) Without limiting the generality of sub-clause (2), a member of a bush fire brigade may be suspended in the event the member —
 - (a) contravenes the Act, the Regulations, the brigade operating procedures, this local law or the local government's bush fire brigade policies;
 - (b) has performed an unsafe act that jeopardizes the safety of the member or others;
 - (c) has been charged with a criminal offence relevant to the member's role within the brigade and is awaiting court proceedings;
 - (d) is unfit (physically, emotionally and/or mentally), or unable to perform the inherent requirements that could reasonably be expected of the role; **or**
 - (e) has acted in a manner contrary to the local government's code of conduct policy.
- (3) The suspended member may be excluded immediately from all or any specified bush fire brigade activities.
- (4) The period of suspension shall be determined by the Committee and/or the Chief Bush Fire Control Officer, and a review of the suspension shall take place within three months of the date of suspension.
- (5) Upon the expiry of the period of suspension the Committee and/or the Chief Bush Fire Control Officer may —
 - (a) extend the period of suspension;
 - (b) terminate the membership; or
 - (c) reinstate the membership.

5.2 Termination of membership

- (1) Membership of the brigade terminates if the member—
 - (a) dies;
 - (b) gives written notice of resignation to the Committee;
 - (c) is dismissed by the Committee and/or the Chief Bush Fire Control Officer, by reason of—
 - (i) failing to comply with the objectives of the bush fire brigade under clause 3.1 of this local law;
 - (ii) failing to comply with the Act, the Regulations, the bush fire operating procedures, the local law or relevant local government policies;
 - (iii) displaying conduct detrimental to the interests and reputation of the bush fire brigade;
 - (iv) being convicted of a criminal offence that in the opinion of the Chief Bush Fire Control Officer would ordinarily exclude the member from joining a brigade; or
 - (v) has acted in a manner contrary to the local government's code of conduct policies.
- (2) A brigade member who has had **their** membership to a brigade terminated for any of the reasons contained in 5.2(1)(c) is ineligible to join another bush fire brigade within the local government district for 12 months.
- (3) A brigade member who, in the opinion of the Committee or the Chief Bush Fire Control Officer, has not adequately fulfilled **his or her** role within the bush fire brigade, and has not responded to any written correspondence requesting that **he or she** state **their** intentions, within 21 days, shall to be deemed to have resigned from the bush fire brigade.
- (4) Where the local government reasonably considers that a member of a bush fire brigade has behaved in a manner that may lead to termination, the local government may give notice to the Committee and/or the Chief Bush Fire Control Officer requesting the Committee or Chief Bush Fire Control Officer to investigate the matter.
- (5) Where a membership is terminated, all property owned by the bush fire brigade or the local government that is held by or in the possession of the person whose membership has been terminated, shall be returned on demand to the bush fire brigade or the local government.

5.3 Member has right of defence

- (1) A bush fire brigade member dismissed under clause 5.2(1)(c), or has his or her membership terminated under **clause 5.1(5)(b)**, will be afforded the principle of natural justice through the right of reply to the Committee or Chief Bush Fire Control Officer.

5.4 Existing liabilities to continue

- (1) The resignation, or dismissal of a member under clause 5.2 or the suspension or termination of a member under clause 5.1 does not affect any liability of the bush fire brigade member arising prior to the date of resignation, dismissal, suspension or termination as the case may be.

5.5 Objection rights

- (1) A person whose—
 - (a) application for membership is refused under clause 4.3(1)(b);
 - (b) membership is terminated under clauses 5.2(1)(c)(v) or clause 5.1(5)(b); or
 - (c) membership is suspended under clause 5.1(1) or clause 5.1(2), has a right of objection to the local government.
- (2) Where a person lodges an objection to the local government under sub-clause (1), the local government may deal with the objection by—
 - (a) dismissing the objection;
 - (b) varying the decision objected to; or
 - (c) revoking the decision objected to, with or without—
 - (i) substituting for it another decision; or
 - (ii) referring the matter, with or without directions, for another decision by the Committee or Chief Bush Fire Control Officer.
- (3) No further right of review is available under this local law in respect of a decision made by a local government pursuant to **subclause (2)**.

PART 6 — MEETINGS OF THE BUSH FIRE BRIGADE

6.1 Annual General Meeting

- (1) A bush fire brigade is to hold its annual general meeting prior to the commencement of May each year.
- (2) The Secretary is to give at least 14 days' notice in writing of the annual general meeting to all brigade members.
- (3) At the annual general meeting the bush fire brigade is to—
 - (a) elect the brigade officers from among the brigade members;
 - (b) brigade's nominee for Fire Control Officer;
 - (c) consider the Captain's report on the year's activities;
 - (d) adopt the annual financial statements;
 - (e) deal with any general business arising from the previous annual general meeting; and
 - (f) deal with any business approved by the President.

6.2 Notification of elected office bearers

- (1) The Secretary is to forward a list of elected office bearers and contact details from the brigade's annual general meeting to the Chief Bush Fire Control Officer and the local government within 1 month of the annual general meeting.
- (2) Where an office bearer is elected at a meeting other than an annual general meeting, the Secretary shall forward a revised list of the elected office bearers and contact details to the Chief Bush Fire Control Officer and the local government within 1 month of the meeting at which the office bearer is elected.

6.3 Ordinary/General meetings

Ordinary meetings may be called at any time by the Secretary by giving at least 7 days' notice to all brigade members.

6.4 Special General meetings

- (1) The Secretary is to call a special general meeting when 5 or more brigade members request one in writing.
- (2) The Secretary is to give at least 14 days' notice of a special general meeting to all brigade members.
- (3) In a notice given under subclause (2) the Secretary is to specify the business which is to be conducted at the meeting.
- (4) No business is to be conducted at a special general meeting beyond that specified in the notice given under subclause (3) in relation to that meeting.

6.5 Notice of a meeting

- (1) Notices of meetings of the bush fire brigade are to be in writing.
- (2) The notice of a meeting shall —
 - (a) set out the date, time and place of the meeting;
 - (b) set out particulars of motions of which notice has been given; and
 - (c) in the case of special meetings, set out particulars of the business to be transacted.
- (3) Notices of Committee meetings may be given in writing in accordance with subclause (1) or by such other means as the Committee may decide (by an absolute majority) at a Committee meeting.
- (4) Any accidental omission to give notice of a meeting to, or non-receipt by a person entitled to receive such notice, is not to invalidate the meeting, the subject of notice or any resolutions passed at the meeting.

6.6 Quorum

- (1) Except for Committee Meetings, the quorum for a meeting of the brigade is at least 50% of committee members (whether present at the meeting or not) and a total of not less than 7 members.
- (2) Notwithstanding the provision of (1) the CBFCO may vary these requirements to with the approval of the local government.
- (3) No business is to be transacted at a meeting of the bush fire brigade unless a quorum of brigade members is present in person or by proxy.

6.7 Voting

- (1) Each eligible brigade member is to have 1 vote.
- (2) In the event of an equality of votes, the President (or person presiding) may exercise a casting vote.
- (3) Subject to these Rules, where a decision is to be made by the bush fire brigade, then the decision may be made by a resolution passed by a simple majority of the brigade's members.

PART 7 — GENERAL ADMINISTRATION MATTERS

7.1 Funds

The funds of a bush fire brigade are to be used solely for the purpose of fulfilling the objectives of the bush fire brigade.

7.2 Financial year

The financial year of a bush fire brigade is to commence on 1 July and end on 30 June of the following year.

7.3 Banking

- (1) The funds of a bush fire brigade are to be placed in the bush fire brigade's bank account and are to be drawn on only by—
 - (a) cheques signed jointly by any 2, of the President, Captain, Secretary or Treasurer; or
 - (b) authorised use of electronic banking by the Secretary or Treasurer in accordance with subclause (2).
- (2) For the purposes of subclause (1)(b), any 2 of the President, Captain, Secretary or Treasurer may authorise in writing the use of electronic banking to draw on the brigade's funds.

7.4 Auditing

- (1) The bush fire brigade shall supply on request to the local government the brigade's full financial records for the financial year.
- (2) The local government may request the brigade's financial and accounting records for a review at any time.

7.5 Disclosure of interests

- (1) A brigade member shall disclose to the bush fire brigade or the Committee any financial or personal interest (whether direct, indirect or perceived) he or she may have in any matter being considered by the bush fire brigade or the Committee, as appropriate.
- (2) If an interest has been disclosed under subclause (1), then the bush fire brigade or Committee, as appropriate, is to decide, in the absence of the brigade member who disclosed that interest, whether or not the brigade member is to be permitted to vote on that matter.
- (3) Where the bush fire brigade or Committee, as appropriate, decides under subclause (2), that a brigade member is not permitted to vote on the matter, then her or his vote is to be taken to have no effect and is not to be counted.

7.6 Dispute Resolution

- (1) Any dispute between brigade members may be referred to the Captain, President or to the Committee for resolution.
- (2) Where a dispute referred under subclause (1) is considered by the Captain, President or the Committee to concern the general interests of the bush fire brigade, then the Captain, President or the Committee, is to refer the dispute to the annual general meeting, an ordinary meeting or a special general meeting of the bush fire brigade.
- (3) The local government is the final authority on matters affecting the bush fire brigade, and may resolve any dispute which is not resolved under subclause (1) or (2).

PART 8 — NOTICES AND PROXIES

8.1 Notices

Where any notice other than a notice of meeting is to be given under these Rules, the notice may be given by—

- (a) Personal delivery;
- (b) Post;
- (c) Email;
- (d) Short Message Service (SMS) or the like; or
- (e) Facsimile transmission,

or any other method approved by the local government.

8.2 Proxies

- (1) Where under these Rules a brigade member may vote by proxy, in order for the proxy to so vote, the brigade member or the proxy shall give a notice in the form of that appearing in this clause, to the Secretary or the person presiding at the meeting before the start of the meeting at which the proxy is to be used.
- (2) A proxy is to be valid for the meeting for which it is given and for any adjournments of that meeting.
- (3) A proxy shall be valid for the number of votes to which the brigade member is entitled.
- (4) If the non-attending member of the proxy does not give any indication of the manner in which the proxy is to vote, the proxy shall be entitled to vote or not vote as he or she thinks fit.
- (5) A proxy shall be entitled to speak on behalf of the non-attending member of the proxy.
- (6) All forms appointing proxies deposited under subclause (1) are to be retained by the Secretary for not less than 28 days after the conclusion of the meeting to which they relate but if there is any objection to the validity of any vote at the meeting, they are to be retained until the determination of that objection.
- (7) The form appointing a proxy shall be in writing and signed by the brigade member appointing the proxy and shall be in or substantially in the form set out in Schedule 2.

SCHEDULE 2 - FORM TO APPOINT A PROXY

(Schedule 1, clause 8.2)

[INSERT NAME] BUSH FIRE BRIGADE

[Annual] [Extraordinary] [Special] General Meeting to be held
on [Date]

I,..... ,

Being a brigade member appoint..... to be my proxy and vote on my behalf at the meeting of the bush fire brigade to be held on [insert date] and at any adjournment of it.

The proxy shall vote as follows —

MOTION	FOR	AGAINST	ABSTAIN
1
2
3
4

If there is no instruction to the proxy as to the way to vote, the proxy shall exercise her or his discretion as to how to vote or whether to vote at all.

In respect of any vote taken at the meeting on a matter which does not appear on the agenda, the proxy shall exercise his discretion as to the way he casts the vote or whether it is cast at all.

NOTE: To be valid this proxy must be completed and returned to the Secretary of the bush fire brigade (or the presiding member) prior to the commencement of the meeting for which the proxy is valid.

Date: Time:

Signed:

Dated this: day of2020.

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

CITY OF ALBANY

LOCAL LAWS

ANIMALS LOCAL LAW 2020

**CAT ACT 2011
LOCAL GOVERNMENT ACT 1995**

CITY OF ALBANY

ANIMALS LOCAL LAW 2020

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CAT ACT 2011
LOCAL GOVERNMENT ACT 1995

CITY OF ALBANY

ANIMALS LOCAL LAW 2020

Under the powers conferred by the *Cat Act 2011*, 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 Title

This local law may be cited as the *City of Albany Animals Local Law 2020*.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Repeal

The *City of Albany Animals Local Law 2001* published in the *Government Gazette* on 15 January 2002 is repealed.

1.4 Application

This local law applies throughout the district.

1.5 Interpretation

(1) In this local law unless the context otherwise requires—

Act means the *Local Government Act 1995*;

animal includes cats, dogs, rabbits and ferrets or the like;

application means the completed form lodged by an applicant as required by this local law;

applicant means a person who has lodged an application for an approval, certificate or licence required for an activity by this local law;

approved fees means the fees and charges determined by Council from time to time for putting into effect the provisions of this local law;

Authorised Person means 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 and includes any Environmental Health Officer employed by the local government, and any member of the Western Australian Police Force;

bee means a bee of the species *Apis mellifera* and/or an insect belonging to any of the various hymenopterous insects of the super family Apoidea and commonly known as a bee;

beehive means an enclosed man made structure where bees of the species *Apis mellifera* live and raise their young and/or a moveable or fixed structure, container or object in which a colony of bees is kept;

beekeeper has the meaning given in Regulation 3 of the *Biosecurity and Agriculture Management Regulations 2013*;

bird includes galahs, parrots, budgerigars, finches, pigeons and doves or the like;

caravan park means an area of land on which caravans or camps are situated for habitation;

Cat Act means the *Cat Act 2011*;

catteries are premises registered for the breeding or caring of cats;

certificate of registration means a certificate of registration to keep pigeons issued pursuant to this local law;

Code of Practice—Pigeon Keeping means the Code of Practice for Pigeon Keeping and Racing in Western Australia as prescribed by the *Animal Welfare (General) Regulations 2003* as amended from time to time;

Council means the council of the City of Albany;

cow includes an ox, calf or bull;

district means the district of the City of Albany and includes any area placed under the jurisdiction of the City pursuant to any Act or Regulation;

determination means a determination made under Part 11;

Dog Act means the *Dog Act 1976*;

Environmental Health Officer means an Environmental Health Officer appointed by the City of Albany under the *Public Health Act 2016* and includes an acting or Assistant Environmental Health Officer;

food premise means a premises where food is stored, kept, prepared, manufactured, processed, cooked or served or otherwise dealt with for subsequent sale to the public;

grouped dwelling means a dwelling which is one of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above another, except where special conditions of landscape or topography dictate otherwise;

Health Act means the *Health Act 1911*;

horse includes an ass, mule, donkey, Shetland pony, pony or miniature horse;

kennel establishment means the kennel, yards and premises which is used to house a dog for commercial purposes, gain or reward;

land means land in the district and includes houses, buildings, works and structures, in or upon the land;

large animal includes a sheep, cow, goat, horse, deer, alpaca, pig (excluding a miniature pig) or any other animal so classified by the local government;

licence means a licence issued by the local government;

licence holder means a person who holds a valid licence;

livestock means any horse, cattle, sheep, goat, swine, buffalo, deer, camel, llama and alpaca;

local government means the City of Albany;

local planning scheme means any local planning scheme for the time being applying zoning or classification to land within the district;

lot has the same meaning given to it in the *Planning and Development Act 2005*;

miniature horse means a horse that does not exceed 870mm in height as an adult and is classified as a miniature by the Miniature Horse Association of Australia;

miniature pig means a pig that does not exceed 650mm in height and does not exceed 55 kilograms in weight as an adult;

miscellaneous bird includes all birds other than poultry and pigeons;

multiple dwelling means a dwelling in a group of more than one where any part of a dwelling is vertically above part of any other;

nuisance means –

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or
- (c) interference which causes material damage to land or other property on the land affected by the interference;

occupier where used in relation to land means the person by whom or on whose behalf the land is actually occupied or, if there is no occupier, the person entitled to possession of the land;

permit means a permit issued under this local law;

permit holder means a person who holds a valid permit;

person means any person, company, public body, association or body of persons corporate or unincorporated and includes an owner, occupier, licensee and permit holder, but does not include the local government;

pigeon means birds of the species *columba livia* and includes homing pigeon, racing pigeon and dove;

poultry means any domestic fowl or chicken, bantam, duck, goose, guinea fowl, pheasant, turkey, peahen or peacock and other birds kept for the production of eggs or meat for domestic consumption;

premises include the following –

- (a) land (whether or not vacant);
- (b) the whole or part of a building or structure (whether of a permanent or temporary nature); and
- (c) vehicle;

public place means any thoroughfare or place which the public are allowed to use, whether the thoroughfare or place is or is not on private property and includes park lands, squares, reserves, beaches, and other lands set apart for the use and enjoyment of the public, including all lands which belong to or which are vested in, or are under the control or management of, the local government;

reserve means any land –

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an otherwise unvested facility within section 3.53 of the Act.

RSPCA means the Royal Society for the Prevention of Cruelty to Animals (Inc) of Western Australia;

residential area means any land situated within a residential zone as classified by the local planning scheme and includes land predominantly used for residential purposes;

rural area means any land situated within a rural zone as classified by the local planning scheme;

Schedule means a schedule to this local law;

small animal means small animals kept as pets such as rabbits, ferrets, guinea pigs, rats, mice and any other domestic rodents;

stable hand room means a room or rooms used for occasional overnight occupation to facilitate husbandry to pregnant or sick animals;

street means any highway or thoroughfare which the public are entitled to use, and includes every part of the highway or thoroughfare, including the verge and other things including bridges and culverts appurtenant to it;

thoroughfare has the meaning given to it in the Act;

townsite means the townsite of Cuthbert, Elleker, Kalgan, Manypeaks, Redmond, South Stirling, Torbay, Wellstead and Youngs Siding which are –

- (a) constituted under section 26(2) of the *Land Administration Act 1997*; or
- (b) referred to in clause 37 of Schedule 9.3 of the Act.

vehicle includes—

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
- (b) an animal being ridden or driven, but excludes—
 - (i) a wheel-chair or any device designed for use by physically impaired persons;
 - (ii) a pram, a stroller or similar device; and
 - (iii) a boat;

vermin means rats, mice, flies, fleas, mites, cockroaches and any other animal, whether vertebrate or invertebrate, which is known to be a vector of disease or likely to cause damage to human food, habitation or possessions;

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

young birds mean any pigeons under 24 days of age and, unless the contrary can be shown, a pigeon shall be deemed under this local law to be a young bird if it is without feathers on the flesh under the wings; and

zoned as residential means an area zoned under the local planning scheme where single-family or multi-family dwellings are located.

(2) Any other expression used in this local law and not defined herein shall have the meaning given to it in the *Cat Act 2011*, *Local Government Act 1995* or the *Health (Miscellaneous Provisions) Act 1911* or the *Health Act 1911* unless the context requires otherwise.

(3) Where under this local law the local government is authorised to carry out actions or cause works to be undertaken as a consequence of the failure of any person to comply with the terms of a notice or other conduct, the right to enter land is at all times subject to the provisions of Part 3, Division 3, Subdivision 3 of the *Local Government Act 1995*.

(4) This local law is subject to any written law and law of the Commonwealth about assistance animals as defined in the *Disability Discrimination Act 1992* (Cth).

PART 2 - ANIMALS & LIVESTOCK

2.1 Leaving Large Animal or Dog in Public Place or on Local Government Property

- (1) A person must not leave a large animal or a dog in a public place or on local government property so that it obstructs the use of any part of that public place or local government property, unless that person has first obtained a permit or is authorised to do so under a written law.
- (2) A person contravenes subclause (1) where the large animal or dog is secured or tethered for a period exceeding 1 hour.

2.2 Prohibitions relating to Large Animal

- (1) In subclause (2), owner in relation to a large animal includes—
 - (a) an owner of it;
 - (b) a person over the age of 16 years in possession of it;
 - (c) a person over the age of 16 years who has control of it; and
 - (d) a person over the age of 16 years who ordinarily occupies the premises where the animal is permitted to stay.
- (2) An owner of a large animal must not—
 - (a) subject to subclause (2)(e), allow the large animal to enter or remain for any time on any thoroughfare except for the use of the thoroughfare as a thoroughfare and unless it is led, ridden or driven;
 - (b) allow a large animal which has a contagious or infectious disease to be led, ridden or driven in a public place;
 - (c) train or race the large animal on a thoroughfare;
 - (d) ride, drive, lead or bring a large animal onto any reserve, park or foreshore, unless that person does so under a permit or under the authority of a written law; or
 - (e) ride, drive or lead any large animal onto, or over any lawn or garden planted or maintained in any thoroughfare, unless that person does so under a permit or under the authority of a written law.

2.3 Livestock Not to Stray

The owner or person in charge of livestock shall not permit that livestock to stray or be at large in a street, public place or upon private property without the consent of the property owner.

2.4 Property to be Fenced

- (1) The owner or occupier of a property on which livestock or a dog is kept shall cause the property or a portion of the property to be fenced in a manner capable of confining the livestock or dog, to that portion where the livestock or dog is kept.
- (2) The minimum fencing requirements to confine livestock in a rural or rural land zoned residential, shall be fence of posts and wire construction.

PART 3 - HORSES & LARGE ANIMALS

3.1 Horse Exercise areas

- (1) Council may set aside a reserve or foreshore or portion of a reserve or foreshore as an area upon which a person may ride or drive a horse or into which a person may bring a horse.
- (2) A person shall not ride, drive or bring a horse onto a reserve or foreshore or any part thereof that has not been set aside for that purpose.
- (3) A person shall not ride, drive, exercise or train a horse on any part of a reserve or foreshore set aside under subclause (1) faster than walking pace or in a manner so as to create a danger or become a nuisance to the public, to any person or to any animal.
- (4) Subclause (3) does not apply to –
 - (a) The training of horses between dawn and 9.00am; and
 - (b) The wading or swimming of horses between –
 - (i) 9.00am and 11.00am; and
 - (ii) 1.00pm and 3.00pm.
- (5) A person shall not ride, drive or bring a horse onto a reserve or foreshore or any part thereof that is set aside specifically for the exercise of dogs.
- (6) A person may exercise a dog on an area of reserve or foreshore set aside as a horse exercise area provided the dog remains under full control on a leash at all times.
- (7) Horse Exercise Areas are listed at Schedule 2.

3.2 Fouling of Streets and Public Places

Any person liable for the control of a horse who permits that horse to excrete on any public place or on any land within the district without the consent of the occupier of that land commits an offence unless the excreta is removed forthwith and disposed of either on private land with the written consent of the occupier or in such a manner as Council or an [Authorised Person](#) may approve.

3.3 Keeping a Miniature Horse

- (1) An owner or occupier of a premises may keep a sterilised miniature horse on land of not less than 1000m² in area, provided it is registered with the local government and the approved annual registration fee is paid.
- (2) An owner or occupier of premises must—
 - (a) not keep more than one miniature horse on [land zoned residential](#), without the written approval of the local government; and
 - (b) not permit a miniature horse within 10m of any house.
- (3) The local government may prohibit the keeping of a miniature horse on any land or may state the conditions under which a miniature horse may be kept.

3.4 Keeping of Large Animals

An owner or occupier of a premises shall –

- (a) Not keep a large animal on any land less than 2020m² in area;
- (b) Not keep any large animal within 9 metres of a habitable room, shop, church or any [food premises](#).

3.5 Keeping of Pigs

- (1) Except for a miniature pig, no lot shall keep a pig or pigs unless every portion of the area where the pig or pigs are kept is—
 - (a) greater than 200 metres from the lot boundary of the lot upon which the pig or pigs are to be situated; and
 - (b) greater than 100 metres from any dwelling house, dairy or [food premises](#).
- (2) The local government may prohibit the keeping of a miniature pig on any land or state the conditions under which they may be kept.
- (3) A person may keep one miniature pig in any residential area provided it is registered with the local government and the approved annual registration fee is paid.
- (4) The occupier of any premises where a miniature pig is kept must—
 - (a) only keep a sterilised animal and retain written proof of its sterilisation;
 - (b) confine the animal on the property at all times;
 - (c) ensure the animal does not cause a nuisance to any neighbour regarding noise, dust or odour; and
 - (d) maintain documentary evidence that the animal's veterinary treatment against roundworm and tapeworm is current.

3.6 Stables

- (1) The owner or occupier of any land where a stable is erected shall -
 - (a) Not permit a stable within 9 metres of a house or other building;
 - (b) Have a minimum floor area of 12m² per animal;
 - (c) Ensure the stable has walls and a roof, constructed of impervious material;
 - (d) Have on all sides of the building between the walls and the roof, a clear opening of at least 50 millimetres in height; and
 - (e) Provide a floor, which shall have an upper surface at least 75 millimetres above ground level.
- (2) The owner or occupier of a premises where a stable is located shall -
 - (a) Maintain the stable in a clean condition and when directed by an Environmental Health Officer, clean, wash and disinfect it;
 - (b) Keep all parts of the stable free from flies; and
 - (c) When directed by an [Environmental Health Officer](#), spray the stable, or such parts as may be indicated, with a residual insecticide.

3.7 Stable hand Room

The owner or occupier of a premises shall not permit a habitable room, including a stable hand's room, to open directly into a stable area.

3.8 Manure Receptacle

- (1) An owner or occupier of a premises where a large animal or miniature pig is kept shall –
 - (a) Provide in a convenient position, a receptacle for manure, which is constructed of smooth, impervious, durable, easily cleanable materials and, provided with a tightfitting cover, and with no part of the receptacle base being lower than the surface of the adjoining ground;
 - (b) Keep the lid of the receptacle closed except when manure is being deposited or removed;
 - (c) Cause the receptacle to be emptied at least once a week and more often as necessary to prevent it becoming offensive or a breeding place for flies or other insects;
 - (d) Keep the receptacle so far as possible free from flies or other insects by spraying with a residual insecticide or other effective means; and
 - (e) Cause all manure produced on the premises to be collected, stored or removed so as to not cause a nuisance or present a hazard.
- (2) This clause shall not apply to any rural or rural land zoned residential.

PART 4 – PIGEONS

4.1 Certificate of Registration

- (1) A person shall not keep pigeons on any land in the district without having first obtained a certificate of registration from an **Authorised Person**.
- (2) A certificate of registration shall be valid from its date of issue until the next 30th June.

4.2 Application for Certificate of Registration

- (1) An application for a certificate of registration shall be –
 - (a) Lodged by the applicant on the form approved by Council from time to time;
 - (b) Lodged with specifications, site and construction plans of proposed cages, enclosures or lofts; and
 - (c) Lodged with the registration fees set by Council.
- (2) Clause 4.2(1)(b) shall not apply to any person keeping pigeons before these local laws were made.

4.3 Adjoining Owners to be consulted

Prior to being granted a certificate of registration by the local government, the applicant shall seek and provide to the local government the written opinion of all owners and occupiers whose land is adjacent to the land owned by the applicant.

4.4 Approval Limitations

- (1) Pigeons shall not be kept within a caravan park or on any land on which is situated a grouped dwelling or multiple dwellings except for land on which 2 grouped dwellings are permitted; and
- (2) Unless previously approved by Council prior to this local law coming into effect, pigeons shall not be kept on any land which has an area of less than 1000m².

4.5 Duties of Certificate Holder

The holder of a certificate of registration to keep pigeons shall –

- (a) Keep all pigeons confined continuously in cages, enclosures and lofts approved by an **Authorised Person** except that homing pigeons and racing pigeons registered in accordance with this local law may be released in accordance with this local law;
- (b) Keep all cages, enclosures and lofts and their immediate surrounds clean and maintained in good order and condition at all times and the minimum standard to be adhered to shall be that which is specified in the Code of Practice – Pigeon Keeping; and
- (c) Dispose of all loft litter by immediate burial or by being bagged and deposited in a household bin to ensure no nuisance occurs.

4.6 Limit on the Number of Pigeons

- (1) Subject to subclause (2), the maximum number of pigeons which shall be kept on land the subject of a certificate of registration pursuant to each certificate of registration shall not exceed 20, excluding young birds.
- (2) A person who on or before 30 June each year produces to an **Authorised Person**, satisfactory proof that the person is a current financial member of a recognised incorporated racing pigeon body, or a registered pigeon fancier, may be permitted by an **Authorised Person** to keep up to 150 pigeons, excluding young birds, in any residential, rural or rural area zoned residential.

4.7 Cage, Enclosure or Loft requirements

- (1) An approved cage, enclosure or loft used to house pigeons shall aesthetically blend with its surrounds, be constructed of new materials and shall be constructed to the following minimum requirements –
 - (a) The base floor of any loft shall be of 50mm thick concrete;

- (b) In the case of an elevated loft the suspended floor shall be constructed and maintained in accordance with the requirements in the Code of Practice;
 - (c) Cladding of a loft, including the roof shall be of smooth fibro cement sheeting, sheet metal or other smooth material;
 - (d) Except as provided in paragraph (e), a loft height shall not exceed 2.4 metres at any point when measured from ground level; and
 - (e) Where a loft has a gable roof the loft height shall not exceed 3 metres at any point when measured from ground level.
- (2) A cage, enclosure or loft shall not be located nearer than –
- (a) 1.2 metres from the boundary of any land adjacent to the land, subject of an application;
 - (b) 9 metres from any dwelling house, church, school room, hall, factory, dairy or food premises; or
 - (c) 9 metres from any road reserve or street.

4.8 Exercise of Pigeons

- (1) A person who is approved to keep registered homing pigeons or racing pigeons may only release such homing pigeons or racing pigeons for exercise between the hours set out in the Code of Practice, unless otherwise authorised by Council or an Authorised Person.
- (2) A person shall not release more than 60 registered homing or racing pigeons for exercise or training at any one time.

4.9 Alteration, Cancellation or Refusal of Certificate of Registration

- (1) At any time an Authorised Person may amend the conditions contained in or relating to a certificate of registration and without limiting the generality of the same, where any complaint of a nuisance is received, the Authorised Person may vary the hours for release of pigeons and impose any other conditions deemed necessary to minimise any nuisance from the keeping of pigeons or any associated activity.
- (2) An Authorised Person may cancel, refuse to approve or refuse to renew a certificate of registration for any one or more of the following reasons –
- (a) The land is not maintained in accordance with this local law;
 - (b) The cages, enclosures or loft have fallen into disrepair, are unclean or infested with vectors of disease;
 - (c) The pigeons are being released outside the times permitted in clause 4.8;
 - (d) A condition imposed in accordance with this local law or a certificate of registration has not been complied with in the time limits set out for doing so;
 - (e) The applicant or holder of the certificate of registration as the case may be, has two or more convictions under this local law; or
 - (f) Non-payment of registration fees.

PART 5 - KEEPING OF BEES

5.1 Limitation on numbers and location of Hives

- (1) A person must not keep or permit the keeping of bees on a lot except in accordance with this Part and **state legislation**.
- (2) A person may keep bees on a lot zoned for agricultural use.
- (3) The local government may, upon written application, consent, with or without conditions, to a person keeping up to 2 beehives on a lot which is **not zoned for agricultural purposes**.
- (4) A person must comply with any conditions imposed by the local government under subclause (3).

5.2 Restrictions on keeping Bees in Hives

A person must not keep or permit the keeping of bees in a hive on a lot unless, at all times—

- (a) an adequate and permanent supply of water **must be** provided within 10m of the beehives; **and**
- (b) the beehive is kept—
 - (i) at least 10m from any public place;
 - (ii) at least 5m from the boundary of the lot; and
 - (iii) the beehive is screened from public view.

5.3 Bees which cause a nuisance not to be kept

- (1) A person must take reasonable measures to not keep, or permit the keeping of bees, which cause a nuisance.
- (2) Whenever in the opinion of the local government, the keeping of bees is causing a nuisance, the local government may give written notice to an owner or occupier requiring the removal of any bees or beehives from the lot within the time specified in the notice.

PART 6 - SMALL ANIMALS

6.1 General

The owner or occupier of a premises, in or on which an animal or bird is kept shall—

- (a) Keep the premises free from excrement, filth, food waste and all other matter which is or likely to become offensive or injurious to health or to attract rats, vermin or insects;
- (b) When so directed by an **Environmental Health Officer**, clean and disinfect the premises;
- (c) Keep the premises, so far as possible, free of flies and when directed by an **Environmental Health Officer**, spray the premises with a residual insecticide or use any other effective means to kill and repel flies; **and**
- (d) Ensure the animal or bird kept is not causing a nuisance or is injurious, offensive or dangerous to health.

6.2 Keeping of Small Animals

A person who keeps a small animal or permits a small animal to be kept must—

- (a) not permit that small animal to stray or to be at large in a street, public place or upon private property without the consent of the property owner;
- (b) ensure that the small animal is kept in a properly constructed and securely fastened structure or enclosure.

6.3 Cleanliness

The owner or occupier of premises in or on which a dog, cat, small animal, large animal or other animal is kept must take reasonable measures to—

- (a) keep the premises free from excrement, filth, food waste and all other matter that is likely to become offensive or injurious to health or to attract rats, vermin or insects;
- (b) when so directed by an Authorised Person, clean and disinfect the premises; and
- (c) keep the premises, so far as possible, free of flies or vermin and when directed by an Authorised Person, spray the premises with a residual insecticide or use any other effective means to kill and repel flies or vermin.

6.4 Disposal of Dead Animals

- (1) **Subject to subclause 6.5**, the owner or occupier must immediately remove and dispose the carcass of any dead livestock, miniature horse or pig, dog, cat, poultry, pigeon or bird at an approved disposal site.
- (2) An owner or a person having care of any animal or bird that dies or is killed in a public or private place must immediately remove and dispose of the carcass of the dead animal or bird at an approved disposal site.

6.5 Burial of Animals

- (1) An owner or operator of a veterinary practice where dead animals are kept for more than 12 hours, shall refrigerate the carcass prior to its removal and disposal, at an approved disposal site.
- (2) The operators of commercial poultry farms, licensed piggeries and similar intensive animal or bird farming shall not dispose of any dead animals or birds on their premises without written approval from Council or an Authorised Person.
- (3) Owners and occupiers of properties **on land zoned for residential use**, who occasionally need to bury an animal on their property, shall cover the carcass with lime before burial.
- (4) Owners and occupiers of properties **on land zoned for residential use**, other than a veterinary practice, on which there is a dead animal shall immediately remove the carcass for its disposal at an approved disposal site.

PART 7 - POULTRY, PIGEONS AND MISCELLANEOUS BIRDS

7.1 Limitation on Numbers of Poultry and Pigeons

- (1) In this clause, Affiliated Person means a person who is a member of a properly constituted Poultry or Pigeon Club.
- (2) An owner or occupier of land—
 - (a) who is not an Affiliated Person, must not keep a total of more than 6 poultry and 6 pigeons; and
 - (b) who is an Affiliated Person, must not keep a total of more than 50 pigeons and 12 poultry, on any one lot of land.
- (3) An owner or occupier of land must not keep or suffer to remain in a residential area a rooster, turkey, goose, peacock or peahen.

7.2 Conditions of Keeping Poultry

A person who keeps poultry or permits poultry to be kept shall ensure that—

- (a) they provide a properly constructed and securely fastened structure or coop;
- (b) all structures within which poultry are kept are maintained at all times in a clean condition;
- (c) the structure has an impervious floor to permit washing down;
- (d) subject to clause (a) poultry that have been released to free-range are otherwise confined to the property;
- (e) the poultry do not cause or be a nuisance to any person; and
- (f) all feed for poultry be stored in vermin proof containers.

7.3 Conditions of Keeping Pigeons

A person who keeps, or permits to be kept, pigeons or doves must ensure that—

- (a) no pigeon is able to approach within 10m of a dwelling, public building, food premises or public place;
- (b) all feed for the pigeons is stored in vermin proof containers;
- (c) except where homing pigeons are freed for exercise, the pigeons or doves are kept in a properly constructed structure or enclosure that—
 - (i) is located so that no pigeon is able to approach within 1m of any boundary;
 - (ii) does not exceed 2m in height;
 - (iii) there is a floor beneath the roofed area of the structure or enclosure which is constructed of smooth, impervious material and with a gradient of at least 1 in 50 to the front of the structure or enclosure;
 - (iv) the structure and enclosure is kept in a clean condition and good repair at all times; and
 - (v) is in a yard having an otherwise unobstructed area of at least 30m².

7.4 Conditions of Keeping a Miscellaneous Bird

A person who keeps, or permits to be kept a miscellaneous bird must ensure that—

- (a) no miscellaneous bird is able to approach within;
 - (i) 1m of any boundary;
 - (ii) 1m of a residential house on any other lot; and
 - (iii) 10m of a public building, food premises or public place.
- (b) all feed for the birds is stored in vermin proof containers;
- (c) the miscellaneous bird is kept in a properly constructed structure or enclosure that—
 - (i) does not exceed 2m in height;
 - (ii) has a floor beneath the roofed area of the structure which is constructed of smooth, impervious material and with a gradient of at least 1 in 50 to the front of the structure;
 - (iii) the structure and enclosure is kept in a clean condition and good repair at all times; and
 - (iv) is in a yard having an otherwise unobstructed area of at least 10m².

7.5 Removal of Non-Conforming Structure or Enclosure

If a structure or enclosure is used for the keeping of poultry, pigeons, doves or miscellaneous birds contrary to the provisions of clauses 7.2, 7.3 or 7.4, the local government may give written notice to the owner or occupier to remove it.

7.6 Restrictions on Pigeons Nesting, Perching or Habitually Feeding

The local government may give written notice to an owner or occupier of land or a house in or on which pigeons are, or are in the habit of, nesting, perching or habitually feeding to take adequate steps to prevent them continuing to do so.

7.7 Restrictions on Feeding of Birds

A person must not feed a pigeon or miscellaneous bird—

- (a) so as to cause a nuisance, or
- (b) with a food or substance that is not a natural food of a pigeon or miscellaneous bird.

7.8 Cleanliness of Poultry, Pigeon and Miscellaneous Bird Structures

The owner or occupier of premises where poultry, pigeons or miscellaneous birds are kept must take reasonable measures to—

- (a) keep the structure or enclosure in a clean condition, free from excrement, filth, food waste and all other matter that is likely to become offensive or injurious to health or to attract rats, vermin or insects;
- (b) clean and disinfect the structure or enclosure, when so directed by an Authorised Person; and
- (c) keep the structure or enclosure, so far as possible, free of flies or vermin and when directed by an Authorised Person, spray the structure or enclosure with a residual insecticide or use any other effective means to kill and repel flies or vermin.

7.9 Nuisance caused by Poultry, Pigeons and Miscellaneous Birds

(1) Notwithstanding any of the provisions of clauses 7.1, 7.2, 7.3, 7.4, and 7.8, where any poultry, pigeons or miscellaneous birds has or have, in the opinion of a local government's Environmental Health Officer, been found to have been the cause of—

- (a) a nuisance as defined by this local law, or
- (b) the emission of unreasonable noise as defined by the *Environmental Protection Act 1986*,

an **Authorised Person** may by notice in writing direct the owner or occupier of the land on which the poultry, pigeons, bird or birds is or are kept to take such action as the Authorised Person deems necessary, within a time specified in the notice, to prevent the nuisance or the emission of unreasonable noise.

(2) The notice referred to in subclause (1) may require removal of a specified bird or specified birds, or specified species of birds, from the land, irrespective of whether the local government has previously issued a permit authorising the keeping of such a bird or such birds.

PART 8—CATS

8.1 Interpretation

(1) In this Part, unless the context otherwise requires—

Act means the *Cat Act 2011*;

cat means an animal of the species *felis catus* or a hybrid of that species;

cat management facility means—

- (a) a facility operated by a local government that is, or may be, used for keeping cats;
- (b) a facility for keeping cats that is operated by a person or body prescribed in the Act; or
- (c) a facility for keeping cats that is operated by a person or body approved in writing by a local government;

cattery means any premises where more than 3 cats are boarded, housed or trained temporarily, usually for profit, and where the occupier of the premises is not the ordinary keeper of the cats;

effective control in relation to a cat means any of the following methods—

- (a) held by a person who is capable of controlling the cat;
- (b) securely tethered;
- (c) secured in a cage; or
- (d) any other means of preventing escape;

owner in relation to a cat means any of the following persons—

- (a) the owner of the cat as defined in the Act;
- (b) a person by whom the cat is ordinarily kept;
- (c) a person who has or appears to have immediate custody or control of the cat;
- (d) a person who keeps the cat, or has the cat in her or his possession for the time being;
- (e) a person who occupies any premises in which a cat is ordinarily kept or ordinarily permitted to live; or
- (f) a holder of a licence which relates to the cat; or
- (g) the holder of an exemption issued in relation to the cat.

(2) In this Part, and for the purposes of applying the definition of cattery in Part 8—a cat does not include a cat less than 6 months old.

8.2 Keeping of Cats for which a licence is required

(1) Subject to subclause (3) and the *Cat (Uniform Local Provisions) Regulations 2013*, a person is required to have a licence to—

- (a) keep more than 3 cats; or
- (b) use any premises as a cattery.

(2) A person who breeds cats may, with the written approval of the local government, keep up to 6 adult breeding cats on any land in the district, subject to—

- (a) each cat being permanently confined in an effective cage system on the property; and
- (b) under such terms and conditions that may be imposed by the local government from time to time.

(3) A licence is not required under subclause (1) if the premises concerned are—

- (a) a refuge of the RSPCA;
- (b) a cat management facility which has been approved by the local government; and
- (c) a veterinary surgery.

8.3 Cleanliness

The owner or occupier of a premises where a cat or cats are kept must take reasonable measures to—

- (a) keep the premises free from excrement, filth, food waste and all other matter that is likely to become offensive or injurious to health or to attract rats, vermin or insects;
- (b) when so directed by an Authorised Person, clean and disinfect the premises; and
- (c) keep the premises, so far as possible, free of flies and when directed by an Authorised Person, spray the premises with a residual insecticide or use any other effective means to kill and repel flies.

8.4 Application for licence

An application for a licence under clause 8.2 must be—

- (a) made in writing, by an occupier of the premises in relation to those premises;
- (b) in a form approved by the local government, describing and specifying the number of cats to be kept on the premises;
- (c) accompanied by a brief reason and justification for the request;
- (d) accompanied by the plans of the premises to which the application relates, to the specification and satisfaction of the local government;
- (e) accompanied by the consent in writing of the owner of the premises, where the occupier is not the owner of the premises to which the application relates; and
- (f) accompanied by the application fee for the licence determined by the local government from time to time.

8.5 Refusal to determine application

The local government may refuse to determine an application for a licence if it is not made in accordance with clause 8.4.

8.6 Factors relevant to determination of application

- (1) In determining an application for a licence the local government may have regard to—
 - (a) the reasons and justification provided for the request;
 - (b) the physical suitability of the premises for the proposed use;
 - (c) the suitability of the zoning of the premises under any local planning scheme which applies to the use of the premises;
 - (d) the environmental sensitivity and general nature of the location surrounding the premises for the proposed use;
 - (e) the structural suitability of any enclosure in which any cat is to be kept;
 - (f) the likelihood of a cat causing a nuisance, inconvenience or annoyance to the occupiers of adjoining land;
 - (g) the likely effect on the amenity of the surrounding area of the proposed use;
 - (h) the likely effect on the local environment, including any pollution or other environment damage which may be caused by the use;
 - (i) any submissions received under subclause (2) within the time specified in subclause (2); and
 - (j) such other factors which the local government may consider to be relevant in the circumstances of the particular case.
- (2) The local government may require an applicant to—
 - (a) consult with other nearby landowners; and
 - (b) advise other adjoining landowners that they may make submissions to the local government on the application for the licence within 14 days of receiving that advice, before determining the application for the licence.
- (3) The local government may specify the extent of the consultation with nearby residents and may specify which properties should be consulted.

8.7 Decision on application

- (1) The local government may—
 - (a) approve an application for a licence, as it was submitted, in which case it must approve it subject to the conditions in clause 8.8 and may approve it subject to any other conditions it considers fit;
 - (b) approve an application, but specify an alternative number of cats permitted to be housed at the address; or
 - (c) refuse to approve an application for a licence.
- (2) If the local government approves an application under subclause (1), then it must issue to the applicant a licence in the form determined by the local government.
- (3) If the local government refuses to approve an application under subclause (1), then it must advise the applicant accordingly in writing.

8.8 Conditions

- (1) Every licence is issued subject to the following conditions—
 - (a) each cat kept on the premises to which the licence relates must comply with the requirements of the Cat Act;
 - (b) each cat must be contained on the premises unless under the effective control of a person;
 - (c) the licence holder will provide adequate space for the exercise of the cats;
 - (d) the premises must be maintained in good order and in a clean and sanitary condition; and
 - (e) those conditions contained in Schedule 3.
- (2) In addition to the conditions subject to which a licence is to be issued under this clause, a licence may be issued subject to other conditions, as the local government considers appropriate.
- (3) The licence holder who fails to comply with a condition of a licence commits an offence.

8.9 Duration of licence

Unless otherwise specified, in a condition on a licence, a licence commences on the date of issue and is valid for a period of 12 months from the date of issue unless and until—

- (a) it is revoked; or
- (b) the licence holder ceases to reside at the premises to which the licence relates.

8.10 Revocation

The local government may revoke a licence if the licence holder fails to observe any provision of this local law or a condition of a licence.

8.11 Licence not transferable

A licence is not transferable either in relation to the licence holder or the premises.

8.12 Licence to be kept at the premises and available for view

- (1) A licence issued by the local government must be kept at the premises to which it applies and must be provided to an Authorised Person on demand.
- (2) In the case of a registered cattery, the licence must be displayed in a prominent place within the premises.

PART 9 - MISCELLANEOUS

9.1 Fees and Charges

All fees and charges applicable under this local law shall be as determined by Council from time to time in accordance with sections 6.16 to 6.19 of the Act.

9.2 False or Misleading Statement

A person shall not make a false or misleading statement in connection with any application, requirement or demand under this local law.

9.3 Limit on Liability

A person, owner, occupier or licensee is not entitled to make a claim by way of damages or otherwise, against an **Authorised Person**, Council employee, Council appointed subcontractor or other person authorised by Council; to enter the land and carry out all or part of the works and do all things necessary that the owner, occupier or licensee was required to do to comply with this local law.

9.4 Appeal and review rights

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

- (a) grant a person a permit, licence or certificate of registration under this local law; or
- (b) renew, vary, or cancel a permit, licence or certificate of registration that a person has under this local law, the provisions of Division 1 of Part 9 of the Act and **regulation 33 of the Local Government (Functions and General) Regulations 1996** apply to that decision; or
- (c) give a person a notice, the provisions of Division 1 of Part 9 of the Act and **regulations 33 of the Local Government (Functions and General) Regulations 1996** apply to that decision.

PART 10 – ENFORCEMENT

10.1 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 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.

10.2 Modified Penalties and Offence Description

- (1) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16 (1) of the Act.
- (2) The amount of the modified penalty is the amount specified in the fourth column of Schedule 1.
- (3) Before giving an infringement notice to a person in respect of the commission of a prescribed offence, an Authorised Person should be satisfied that—
 - (a) commission of the prescribed offence is a relatively minor matter; and
 - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

10.3 Form of Notices

For the purposes of this local law—

- (a) the form of the infringement notice referred to in section 9.13 of the Act is to be in or substantially in the form of Form 1 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
- (b) the form of the notice referred to in section 9.17 of the Act is to be in the form of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
- (c) the form of the infringement withdrawal notice referred to in section 9.20 of the Act is to be in the form of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
- (d) for the purposes of Part 8, the issue of infringement notices, their withdrawal and the payment of modified penalties are dealt with in Division 4 of Part 4 of the *Cat Act 2011*;
- (e) for the purposes of Part 8, an infringement notice given under the Act is to be in the form of Form 6 of Schedule 1 of the *Cat Regulations 2012*;
- (f) for the purposes of Part 8, a notice sent under the *Cat Act 2011* withdrawing an infringement notice is to be in the form of Form 7 of Schedule 1 of the *Cat Regulations 2012*.

PART 11 – DETERMINATIONS IN RESPECT OF HORSE EXERCISE AREAS

11.1 Determinations as to use of local government property

- (1) The local government may make a determination in accordance with clause 11.2—
 - (a) setting aside specified local government property for the pursuit of horse exercise in clause 3.1(1);
 - (b) prohibiting a person from pursuing activities referred to in clause 3.1(1) on specified local government property;
 - (c) as to the matters in clauses 3.1(2) and 3.1(3); and
 - (d) as to any matter ancillary or necessary to give effect to a determination.
- (2) The determinations in Schedule 2—
 - (a) are to be taken to have been made in accordance with clause 11.2;
 - (b) may be amended or revoked in accordance with clause 11.6; and
 - (c) have effect on the commencement day.

11.2 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.

11.3 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.

11.4 Determination to be complied with

A person shall comply with a determination.

11.5 Register of determinations

- (1) The local government is to keep a register of determinations made under clause 11.1, and of any amendments to or revocations of determinations made under clause 11.6.
- (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.

11.6 Amendment or revocation of a determination

- (1) The Council may amend or revoke a determination.
- (2) The provisions of clause 11.2 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.

SCHEDULE 1 – PRESCRIBED OFFENCES

[Clause 10.2]

Item No.	Clause No.	Nature of Offence	Modified Penalty
1	3.2	Failure to clean up horse manure	\$250.00
2	8.2(1)	Failure of an owner to hold a licence to keep three or more cats or to use premises as a cat management facility	\$250.00
3	8.8(3)	Breach of a condition of a licence	\$250.00
4		All other offences not specified	\$150.00

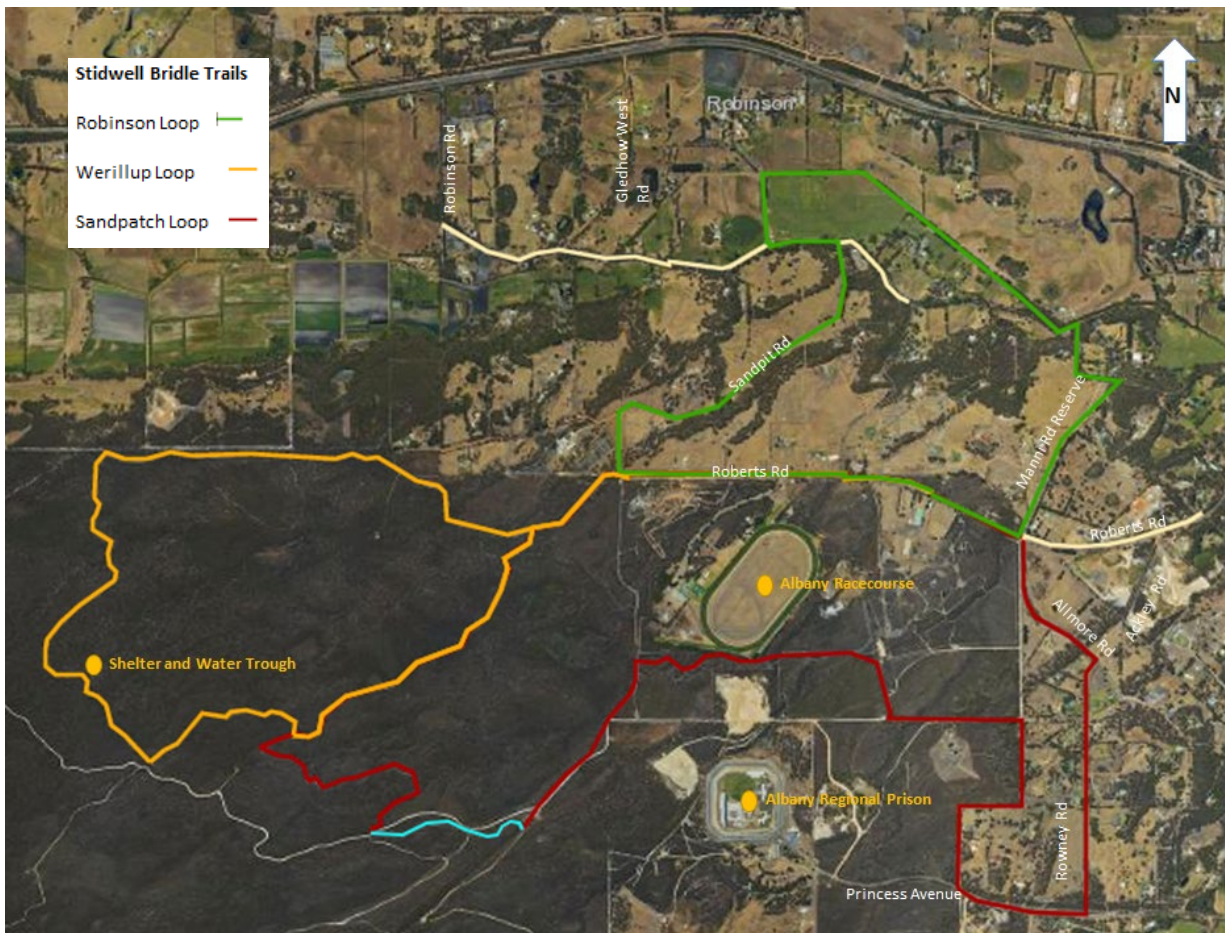
SCHEDULE 2 – HORSE EXERCISE AREA DETERMINATIONS

(1) All that section of Reserve No. 1474 (Middleton Beach) as shown delineated in the below –



(2) The Stidwell Bridle Trail consists of three clearly signposted loops that start at the Albany Equestrian Centre on Roberts Road.

- (a) **ROBINSON LOOP** - 7.5km: This loop winds through Robinson Estate using tree lined road verges and undeveloped road reserves to avoid on-road riding.
- (b) **WERILLUP LOOP** - 11km: Sandy bush tracks lead to the summit of Werillup Hill where a shelter, watering trough and hitching rail provide a comfortable rest stop for riders and horses.
- (c) **SAND PATCH LOOP** - 12km: This loop travels along wide road verges to reach wildflower-rich areas to the south and west. The trail crosses the road leading to the popular fishing spot at Sandpatch Beach.



**SCHEDULE 3 – ADDITIONAL CONDITIONS APPLICABLE TO
KEEPING OF CAT LICENCE**

[Clause 8.8]

Part 1: Licence to keep three or more cats Additional Conditions

- (1) The owner will have during the term of the licence adequate space for the exercise of the cats.
- (2) In the case of a multiple dwelling, where there is no suitable dividing fence, the written consent to the application for a licence of the occupier of the adjoining multiple dwellings has been obtained.
- (3) Without the consent of the local government, the licence holder will not substitute or replace any cat once that cat—
 - (a) dies; or
 - (b) is permanently removed from the premises.

Part 2: Licence to use premises as a cat management facility Additional Conditions

- (1) All building enclosures must be structurally sound, have impervious flooring, be well lit and ventilated and otherwise comply with all legislative requirements.
- (2) There is to be a feed room, wash area, isolation cages and maternity section.
- (3) Materials used in structures are to be approved by the local government.
- (4) The internal surfaces of walls are, where possible, to be smooth, free from cracks, crevices and other defects.
- (5) All fixtures, fittings and appliances are to be capable of being easily cleaned, resistant to corrosion and constructed to prevent the harbourage of vermin.
- (6) Washing basins and running hot and cold water are to be available to the satisfaction of the local government.
- (7) The maximum number of cats to be kept on the premises stated on the licence is not to be exceeded.
- (8) An entry book is to be kept recording in respect of each cat the—
 - (a) date of admission;
 - (b) date of departure;
 - (c) breed, age, colour and sex; and
 - (d) the name and residential address of the owner.
- (9) The entry book is to be made available for inspection on the request of an **Authorised Person**.
- (10) Enclosures are to be thoroughly cleaned each day and disinfected at least once a week to minimise disease.
- (11) No sick or ailing cat is to be kept on the premises.

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**

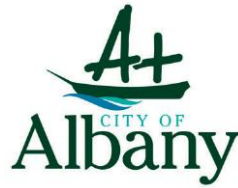
Document Number	Description	Date Sent / Received
EDR20113843	Copy of Executed Document Item: N/A Re: Application only to EBSCO solar grants for grant funding for solar panels for the Albany library. Total project cost \$100,000. Funding requested \$100,000. Parties: EBSCO solar grants Signed by: Andrew Sharpe, Chief Executive Officer (1 copy)	20/05/2020
EDR20113849	Copy OF Executed Document Item: N/A RE: Application only for HEYWIRE ABC grant, green brook programme for \$10,000. Partnership between youth advisory council and businesses to promote environmental and sustainable activities and encourage volunteering. A local film making company will film the activities and workshops to create an educational film. Parties: Youth Advisory Council, South Coast NRM, Green Skills, Albany Eco House and Bush Carers Group Signed By: Andrew Sharpe, Chief Executive Officer (1 copy)	20/05/2020
EDR20114149	Copy of Executed Document Item: N/A RE: Livestock Pavilion Storage Agreement Parties: Albany Agricultural Society Incorporated Signed By: Andrew Sharpe, Chief Executive Officer (1 copy)	28/05/2020
EDR20114366	Copy of Executed Document Item: N/A RE: Project completion documentation for blackspot project north road pedestrian crossing Parties: Main Roads WA Signed By: Andrew Sharpe, Chief Executive Officer (1 copy)	03/06/2020
EDR20114528	Copy of Executed Document Item: Special Council Meeting 9 April 2020 SCM021 RE: Application assessment approval for 1 April 2020 - 30 June 2020 Covid-19 rent concession Parties: N/A	08/06/2020

Document Number	Description	Date Sent / Received
	Signed By: Andrew Sharpe Chief Executive Officer (1 copy)	
EDR20114541	Copy of Executed Document RE: Road project grant accruals for various projects in 2019/2020 Parties: Main Roads WA Signed By: Andrew Sharpe, Chief Executive Officer (1 copy)	08/06/2020
EDR20114634	Copy of Executed Document Item: N/A RE: Award of Tender C20003 panel of suppliers - road building materials Parties: (A) Nigel Palmer (B) AIS (C) Hanson (D) Palmer Civil (E) AD Contractors Signed By: Andrew Sharpe Chief Executive Officer (1 copy)	10/06/2020
EDR20114637	Copy of Executed Document Item: N/A RE: The City has been progressing realignment of Range Road. The requirement for easements over water mains, sewer and electricity infrastructure was missed during the WAPC subdivision process. The City has been in discussion with Water Corporation and Western Power. Amending the deposited plan to show easements over sewer and electricity have been agreed upon. Water Corporation requires the water mains to be relocated however agreement has been reached where this will not be applicable until construction of Range Road and Potts Way commences. As such a letter of undertaking is required and now needs the signature of the Chief Executive Officer. Parties: Water Corporation Signed BY: Andrew Sharpe Chief Executive Officer (1 copy)	10/06/2020
EDR20114638	Copy of Executed 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 at \$1,800 (gst inclusive). Deed of variation for rent concession due to Covid-19 Parties: Warren Neil Porter and Gloria May Porter Signed By: Andrew Sharpe Chief Executive Officer (2 copies)	10/06/2020

Document Number	Description	Date Sent / Received
EDR20114710	Copy of Executed Document Item: N/A RE: application for sign licence on City land for WA Museum. Development approval P2200146 Parties: WA Museum Signed By: Andrew Sharpe Chief Executive Officer (1 copy)	11/06/2020
NCSR20113682	Copy of Common Seal Document Item: N/A Re: Application to modify the restrictive covenant in accordance with interest only deposited plan 416449. Matter numbers 12941. Form A5, Western Australia transfer of Land Act 1893 for lot 202 on deposited plan 404255. Parties: Jason Stuart Wansbrough and Nicole Renee Lee Signed by: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (1 copy)	18/05/2020
NCSR20113829	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 \$10,115.55 (inclusive of gst). Deed of variation for rent concession due to Covid-19 Parties: Imperial Group Pty Ltd - John Saville-Wright (guarantor) Garrison Restaurant Signed by: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (2 copies)	20/05/2020
NCSR20114062	Copy of Common Seal Document Item: Ordinary Council Meeting 09 April 2020 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. Deed of variation for rent concession due to Covid-19. Parties: N&S Simmonds Family Trust trading as @ The Poolside - Neil & Sarah Simmonds	27/05/2020

Document Number	Description	Date Sent / Received
	Signed by: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (2 copies)	
NCSR20114566	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 concessions application assessed and approved. Deed of variation for rent concession due to Covid-19 Parties: Robert James Wolfenden and Christine Wolfenden - Rainbow Coast Wreckers Signed by: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (2 copies)	09/06/2020
NCSR20114639	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 at \$2,262.02 (gst inclusive). Deed of variation for rent concession due to Covid-19 Parties: Warren Neil Porter and Gloria May Porter (ABN 93 828 835 367) - Budget Car Rental Signed by: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (2 copies)	10/06/2020
NCSR20114643	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 at \$3,329.10 (gst inclusive). Deed of variation for rent concession due to covid-19 Parties: Lisa Scanlon - Carlyles Function Centre Signed by: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (2 copies)	10/06/2020

Document Number	Description	Date Sent / Received
NCSR20114709	<p>Copy of Common Seal Document</p> <p>Re: Council at its meeting on 24 March 2020 approved a new licence to Southern Districts Junior Football Association (SDJFA) for portion of the eastern pavilion in the centennial park precinct for storage for a term of 5 years, lease rental being minimum rate. Licence prepared by the city lawyer at no cost to the council.</p> <p>Parties: Southern District Junior Football Association (SDJFA)</p> <p>Signed by: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (2 copies)</p>	11/06/2020
NCSR20114842	<p>Copy of Common Seal Document</p> <p>Item: Ordinary Council meeting 9 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 \$7,287.50 (gst inclusive). Deed of variation for rent concession due to covid-19.</p> <p>Parties: Kelvie Pty Ltd (ACN 128 467 372) as trustee for the Mupointe Trust trading as Havana Villas, Kevan Dudley Wallis and Julie Diane Wallis as guarantor</p> <p>Signed by: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (2 copies)</p>	15/06/2020



DELEGATED AUTHORITY

WRITE OFF DEBTORS GENERAL DEBT

Delegation: 2020:022 Rates & Recover Debt, Write off Rate Debt, Exemptions

Adopted: OCM 25/02/2020 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 rates 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. Rates Officers: limited \$1,500.
 - The full details of the waiver, concession or write off to be recorded on the appropriate financial record and a report being provided to the Community and Corporate Services Committee on an annual basis on the exercise of this delegation.

Debtors General Write Off balance of \$297.92 for the period 01/07/2019 to 30/06/2020.

As per the attached list.

Duncan Olde
Executive Director Corporate & Commercial Services

30/06/2020

CODE	AMOUNT
ALB165	\$0.40
ALB35	\$0.62
CRE8	\$0.60
FLE2	\$2.00
ALB108	\$1.00
FOR33	\$265.70
ALB108	\$1.00
BRO18	\$15.30
CAR28	\$12.30
TOTAL	\$297.92

PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

Name of Local Government Authority: City of Albany
Name of Applicant: Emu Point Sporting Club

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

Section A

The CSRFF principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section B

Priority ranking of no of applications received	two of two applications received
Is this project consistent with the	<input checked="" type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan
Have all planning and building approvals been given for this project?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If no, what approvals are still outstanding?	

Project Rating (Please tick the most appropriate box to describe the project)

- A Well planned and needed by municipality
- B Well planned and needed by applicant
- C Needed by municipality, more planning required
- D Needed by applicant, more planning required
- E Idea has merit, more planning work needed
- F Not recommended

Please complete the questions attached. This assessment is an important part of the CSRFF process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council Minutes.

1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?

- The City of Albany will confirm its contribution to the project at the July OCM 2020. Please see the attached council item.

2. A) *If a community group application:* Do you believe the project is financially viable, including the applicant's ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?

- The application is a community sporting group application and the project forms part of the Emu Point Tennis Club facilities which is under the Emu Point Sporting Club. The City of Albany is not responsible for any ongoing maintenance of the project. The club is wholly responsible.
- Council has provided no commitment to underwriting any shortfalls. Based on the information received the club is financially sound, has an asset replacement fund and can meet the commitment

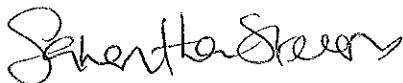
B) *If a council application:* Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?

3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.

The Emu Point Sporting Club – Tennis Pavilion Servery area Project has reached the end of its life and does not meet the current hygiene and safety standards.

The City of Albany is supportive of this project for the following reasons:

- Emu Point Tennis Club is recognised as one of the key tennis clubs for Albany. The club is a member of Tennis West and caters for the aging demographic and population.
- The existing facility is no longer considered safe, and has to be replaced. These need to be replaced by a safer facility constructed to the facility guidelines.

Signed 

Position Manager Recreation Services

Date June 30 2020

Applications for CSRFF funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 14 August 2020**. Late applications cannot be accepted in any circumstances.

DLGSC OFFICES

PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

Name of Local Government Authority: City of Albany
Name of Applicant: Riverview Country Club (Inc)

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

Section A

The CSRFF principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section B

Priority ranking of no of applications received	One of two applications received
Is this project consistent with the	<input checked="" type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan
Have all planning and building approvals been given for this project?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If no, what approvals are still outstanding?	

Project Rating (Please tick the most appropriate box to describe the project)

- A Well planned and needed by municipality
- B Well planned and needed by applicant
- C Needed by municipality, more planning required
- D Needed by applicant, more planning required
- E Idea has merit, more planning work needed
- F Not recommended

Please complete the questions attached. This assessment is an important part of the CSRFF process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council Minutes.

1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?
 - The City of Albany will confirm its contribution to the project at the July OCM 2020. Please see the attached council item.

2. A) **If a community group application: Do you believe the project is financially viable, including the applicant’s ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?**
 - The application is a community sporting group application and the project forms part of the Riverview Golf Club facilities. The City of Albany is not responsible for any ongoing maintenance of the project. The club is wholly responsible.
 - Council has provided no commitment to underwriting any shortfalls. Based on the information received the club is financially sound, has an asset replacement fund and can meet the commitment


B) If a council application: Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?

3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.

The Riverview Golf Club – Golf Cart Storage Facility Project

The City of Albany is supportive of this project for the following reasons:

- The project was ranked as the highest priority as the carts have become an integral necessity for many modern golfers. Course lengths and aging demographic can make the walking of the course difficult. Carts can support accessibility and increased participation enabling the easy transportation of golfing equipment. The transporting of carts to and from the course can be a barrier to participation. Onsite storage addresses the need for transportation and supports ease of participation.

Signed 

Position Manager Recreation Service

Date 30 June 2020

Applications for CSRFF funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 14 August 2020**. Late applications cannot be accepted in any circumstances.

DLGSC OFFICES

Community Sports & Recreation Facilities (CSRFF) Small Grant Funding Policy

Objective

The objectives of this policy are to:

- Provide an equitable and transparent framework for the assessment and ranking of Grants in line with the Department of Local Government, Sporting and Cultural Industries (DLGSCI) CSRFF Small Grant Funding guidelines.
- Ensure all Capital Seed grant applications are considered as part of a strategic process to ensure the delivery of quality, sustainable facilities which align with the Councils strategic objectives.
- Provide a framework for the allocation of the Capital Seed Funds to assist with leveraging other funding opportunities and maximising the outcomes for the community.
- Provide a framework for the allocation of the Capital Seed Funds should an applicant be unsuccessful in their application to DLGSCI Small Grant Funding programs.
- Establish an assessment process that may be used to assess other project funding requests.
- Limit the City of Albany's contribution to grant eligible projects to 33% of the total project cost.

Policy Statements

The City of Albany recognises the importance of providing or facilitating physical activity opportunities through accessible, safe and affordable facilities that meet the identified needs of the community.

The City of Albany will encourage and promote physical activity through:

- The provision or facilitation of reserves and facilities for structured community sport and recreation.
- Providing support to sporting clubs.
- Promotion of joint provision of shared and multi-use community facilities.

The City of Albany's Capital Seed Fund aligns with the DLGSCI CSRFF Small Grant Funding guidelines by:

- Developing basic infrastructure for sport and recreation.
- Supporting an increase in participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities.
- Supporting joint provision and shared use of facilities.

A. Eligibility

Applicants for CSRFF Small Grant Funding programs must:

- Be either a Local Government Authority (LGA) or not for profit sport, recreation or community organisation.
- Be incorporated under the *Associations Incorporation Act 1987* (WA).
- Have an Australian Business Number (ABN).

Applicants for Capital Seed Funding must:

- Be a not for profit sport and recreation community organisation within the boundaries of the City of Albany municipality.
- Be incorporated under the *Associations Incorporation Act 1987* (WA).
- Have an ABN.
- Be applying for the DLGSCI Small Grants Round.
- Have discussed their project with the City's Recreation Services staff.

As per the CSRFF Guidelines the types of projects which will be strongly supported for Capital Seed Funds include:

- Upgrades and additions to existing facilities.
- Construction of new facilities to meet sport and active recreation needs.

- Lighting projects.
- Projects which are 'shovel ready'.

Priority will also be given to projects:

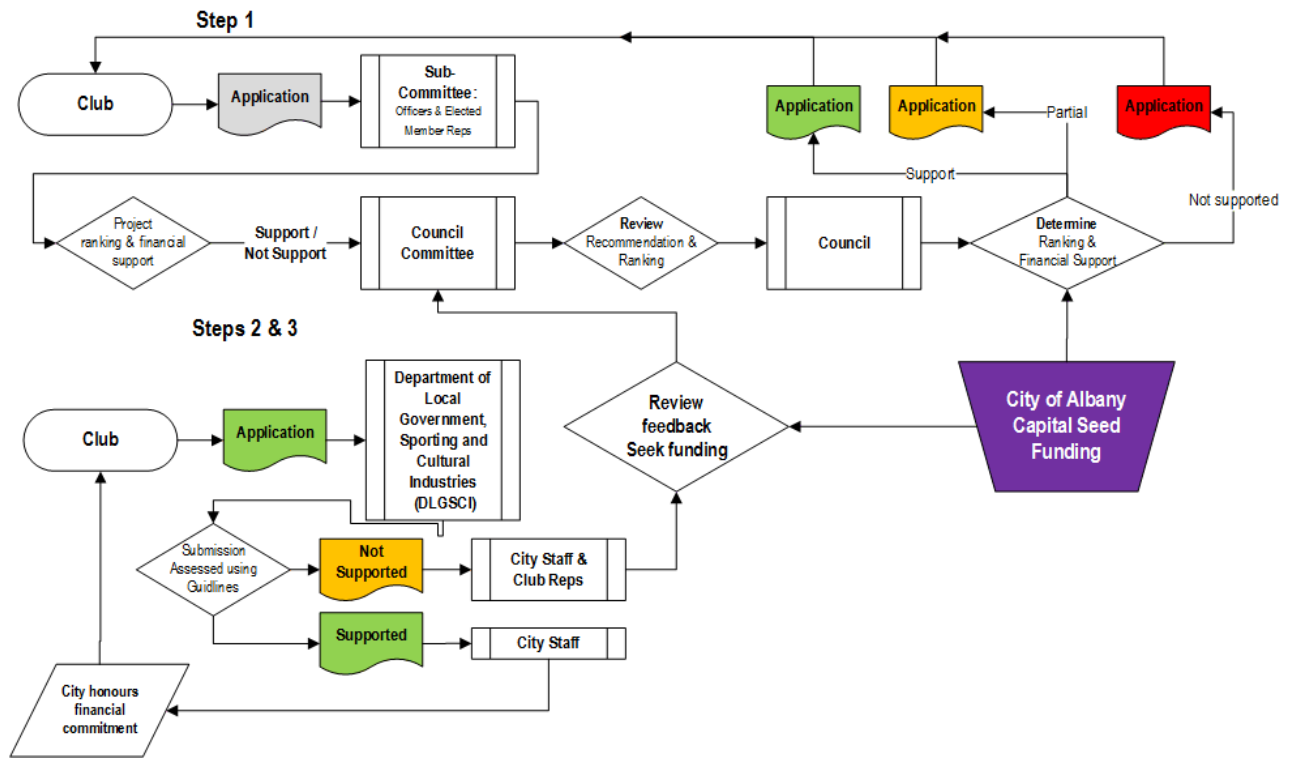
- Which lead to contemporary models of joint provision, facility sharing and rationalisation; and
- That clearly demonstrate that the project can be delivered and meets the CSRFF guidelines, clubs and communities expectations.

B. Financial Contribution

Local government is not obliged to contribute to any successful CSRFF grant.

Request for the Capital Seed Fund may be considered with the following conditions: Capital Seed Fund will only be awarded in support of successful CSRFF applications.

- Capital Seed Funding of a maximum of one third of the total estimated project costs (excluding GST), may be awarded to unsuccessful applicants providing that the applicant is able to source the remaining two thirds of the total estimated project costs (excluding GST) to enable completion of the project.
- The City's contribution will not exceed a maximum of one third of the total estimated project costs (excluding GST).
- If quotes are inaccurate applicants are responsible for sourcing additional costs.
- Applicants are responsible for understanding and managing the GST component of their grant application.
- Applicants must make at least one attempt to leverage CSRFF funding, and demonstrate that other alternate funding opportunities have been explored.



Application Process Map

D. Budget Allocation and Timeframe

The total Capital Seed Funds budget to be allocated each financial year to be determined on an annual basis by Council. Unallocated Capital Seed Funds to be carried forward to the following financial year.

E. Out of Scope

It is not the intent of this policy to reference, influence or impact other funding or financial assistance programs delivered by the City, through City Business Units or other programs that may be delivered from time to time, however the assessment process may be used to assess other project funding categories (refer to: Definitions).

Legislative and Strategic Context

The CSRFF and Capital Seed Funds for community sport and recreation groups directly relate to the City of Albany Community Strategic Plan (As amended) as outlined in table below:

Strategic Plan Theme	Objective	Community Priorities
Health & Participation	<i>To develop and support a healthy inclusive and accessible community</i>	<i>Develop a range of activities and facilities that connect people, promote a healthy community and are appropriate for all ages. Community Sporting Infrastructure Support Programs (Capital Seed Funds).</i>

Responsibility and Policy Custodian Review Position and Date

Oversight and delivery of activity generated by this Policy is within the Community Services Directorate.

This policy and procedure is to be reviewed by the document owner every two years.

This forms part of the future Sport and Recreation Futures Plan suite of documents (2015 – 2030).

Associated Documents

All following documents relate to this policy:

- Sport and Recreation Futures Plan (2015 – 2030) – Working Draft
- DLGSCI CSRFF Guidelines and Application Form
- DLGSCI Project Assessment Sheet
- City of Albany Public Health Plan

Acronyms

CSRFF	Community Sport and Recreation Facility Fund
DLGSCI	Department of Local government, Sporting and Cultural Industries
SSA	State Sporting Association
LGA	Local Government Authority

Definitions: 1

- **Health:** the World Health Organisation defines health as ‘a state of complete physical, mental and social wellbeing and not merely the absence of disease or infirmity.’ Health and wellbeing take into account the places people live and the policies that shape their lives, as well as the individual lifestyles people pursue.
- **Organised Sport and Recreation:** involves participation in fixtured sporting events (e.g. netball/hockey/football) or activities which require the supervision or expertise of an instructor (e.g. aerobics)
- **Sport Spaces:** provide a setting for formal structured activities. Sport spaces provide a venue for formal structured sporting activities such as team competitions, physical skill development and training. Sport spaces are designed to accommodate playing surface, buffer zones and infrastructure requirements of specific or general sporting activity. Players and spectators attend with the express purpose of engaging in organised sporting activity, training, and competition or watch the game. Most sport spaces can be accessed by community members for informal sport and recreation
- **Recreation:** an activity of leisure for free time often done for enjoyment and can be considered healthy, fun and social
- **Recreation Spaces:** Provide a setting for informal play and physical activity, relaxation and social interaction. Recreation spaces can be accessed by all to play, socialise, exercise, celebrate or participate in other activities that provide personal satisfaction or intrinsic reward.
- **Active Public Open Space:** typically provides for more formal recreational pursuits and organised sporting activities (e.g. ovals, soccer pitches, netball courts). Active spaces within parks may also be hard non-green spaces, such as basketball and tennis courts which are important facilities for physical activity and exercise
- **Incidental Activity:** includes active play and recreation, for example walking the dog, swimming, walking and cycling for recreation, walking for public transport.
- **Open Space Classification (from DLGSCI):** based on the function and catchment hierarchy. The function of the space refers to its primary use and expected activities:
 - Recreation spaces – provide a setting for informal play and physical activity, relaxation and social interaction
 - Sport spaces – provide a setting for formal structured sporting activities
- **Nature spaces:** provide a setting where people can enjoy nearby nature and protect local biodiversity and natural area values
- **Co-Location:** Locating/integrating two or more facilities on the same or adjacent sites
- **Facility Sharing:** Locating/integrating two or more groups which utilise the same facility and operate under a shared management structure.
- **Categorisation of Projects:**
 - **Small Grant Projects:** Value of total projects **up to \$300,000**. Projects of this scale are usually local in scale, planning is generally simple and does not require a project/facility manager. The annual and forward planning grants are more complex, require greater planning and consideration through the annual budget process. The financial total project costs for these types of grants are beyond the budget allocation and scope of the capital seed funding policy.
 - **Annual Grants Projects:** Value of total project costs of between **\$300,000 to \$500,000**. Beyond the scope of the financial support provided through the Capital Seed Funding Allocation. Projects of this scale are usually of a district level, require significant planning and project management skills. Clubs engage more closely with local government authorities. Annual Grants Projects are usually considered during the Council budget process. Examples – Large floodlighting projects, clubroom upgrades, reticulation systems, and new playing services.
 - **Forward Planning Category:** Are complex projects with total project costs **over \$500,000**. Complex projects of this nature are usually considered during the Council budget process. Example: Swimming pool, large synthetic fields, new clubrooms, and leisure/recreation centres.

¹ Healthy Active by Design www.healthyactivebydesign.com.au/

Document Approval			
Document Development Officers:		Document Owner:	
Manager Recreation Services Manager Governance & Risk		Executive Director Community Services	
Document Control			
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2.0	Manager Governance & Risk	Adoption Reference: OCM 25/02/2020 Resolution CCS214. Synergy Reference: NP20109050	12/03/2020



SAFER ALBANY PLAN

2020-2023



THE CITY OF ALBANY
RESPECTFULLY ACKNOWLEDGES THE
MENANG NOONGAR PEOPLE AS THE
TRADITIONAL CUSTODIANS OF THE LAND
ON WHICH THE CITY CONDUCTS ITS
BUSINESS, AND PAYS RESPECT TO
ELDERS PAST AND PRESENT.

DOCUMENT APPROVAL	
Document Development Officer:	Document Owner (Member of EMT):
Senior Community Development Officer (SCDO)	Executive Director Community Services

DOCUMENT CONTROL	
File Number - Document Type:	CM.STD.6 – Plan
Document Reference Number:	
Status of Document:	Council decision: Draft Administrative decision: Draft
Quality Assurance:	Chief Executive Officer, Executive Management Team, Council Committee, and Council.
Distribution:	Internal Document

DOCUMENT REVISION HISTORY			
Version	Author	Version Description	Date Completed
0.1	MGR	Draft – v1: Prepared by MGR, post initial workshop held on 31 July 2018.	1/8/2018
0.2	SCDO	Draft – V2. Prepared by SCDO and reviewed by MCE	20/6/2019
0.3	SCDO	Draft – V3 – with updates to legislation as checked by RTL	19/7/19
0.4	MCE	Draft V4 – reviewed with feedback from EMT	30/10/19

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EXECUTIVE SUMMARY

The purpose of this plan is to provide a plan to direct community safety activity within the City of Albany in line with themes 4 and 5 in the City's Community Strategic Plan.

"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."

Community safety is about how safe people feel both when out within our community and in their own homes. It is an important issue of public concern that impacts upon all those who live, work, visit and do business in Albany.

Safety is not the sole responsibility of the City of Albany. As the recent COVID-19 Pandemic has demonstrated, we all have a part to play in creating a safer community. The Pandemic has also highlighted how important it is that as an organisation, and a community we work together and support each other through difficult times.

The City works closely with a number of agencies including WA Police and Department of Fire & Emergency Services in developing a safe community.

The City of Albany is committed to providing a safe community and has developed this Safer Albany Plan which works towards creating a safer environment. The following are the key priority areas of the plan:

- Safe spaces and places;
- Community awareness and education;
- Community partnerships; and
- Organisational preparedness.

Working together as a community helps to make your neighbourhood safe, secure and vibrant for all who share it.

Community interaction is a shared responsibility that has proven positive effects on building a safer community, preventing crime and developing community spirit.




DENNIS WELLINGTON

MAYOR




ANDREW SHARPE

CHIEF EXECUTIVE OFFICER
CITY OF ALBANY

OVERVIEW

The City of Albany is committed to working with key partners and the community to increase the safety of our community. This Plan replaces the City of Albany Community Safety and Crime Prevention Plan 2008-2013 and aims to summarise existing City of Albany activities and identify opportunities to make our community safer in the future.

This Plan has been developed using the 'Australian Safe Communities Framework' which takes a broad holistic approach to community safety (Australian Safe Communities Foundation. (2012)).



Note: Intentional Injury refers to suicide, assaults, neglect and abandonment. Unintentional Injury includes most traffic crashes, falls, burns, fire injuries and drowning.

Community safety is an important issue of public concern and is a challenge that demands a cooperative response.

A safe community creates a place that is attractive to live, work, visit and do business.

The City of Albany is in a unique position to build upon existing relationships and develop collaborations to enhance community safety.

The City of Albany recognises that achieving community safety outcomes that are relevant to local issues and concerns is vital for the long term development of Albany, and this is only possible through partnerships and collaboration.

This Plan will provide a framework to develop a planned holistic approach to community safety and crime prevention and guide the City's focus areas activity for the next four years.

WHO WE ARE

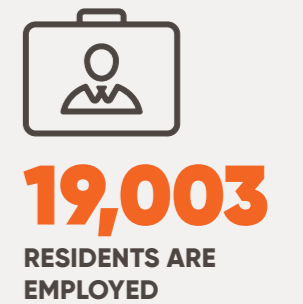
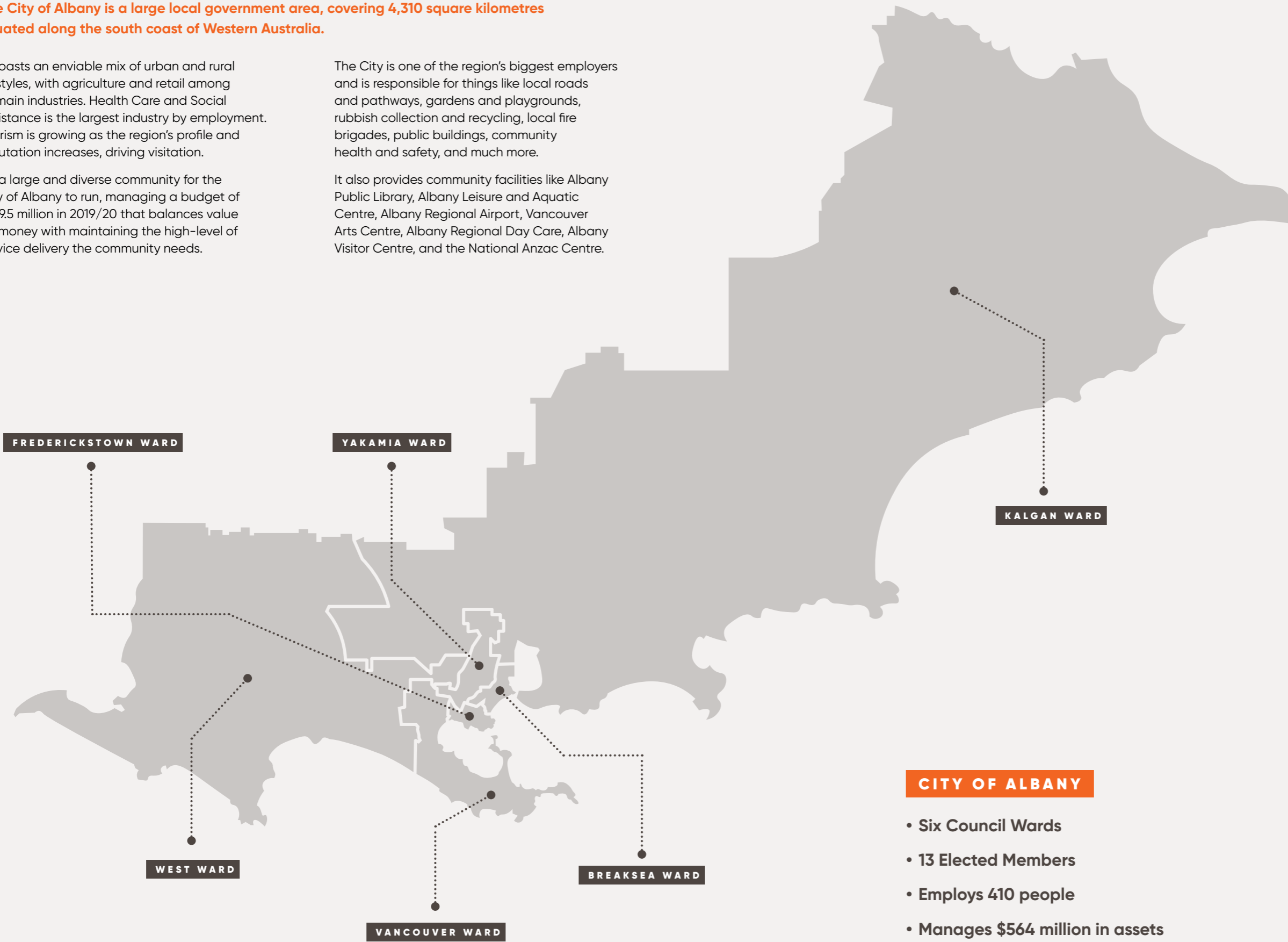
The City of Albany is a large local government area, covering 4,310 square kilometres situated along the south coast of Western Australia.

It boasts an enviable mix of urban and rural lifestyles, with agriculture and retail among its main industries. Health Care and Social Assistance is the largest industry by employment. Tourism is growing as the region's profile and reputation increases, driving visitation.

It's a large and diverse community for the City of Albany to run, managing a budget of \$109.5 million in 2019/20 that balances value for money with maintaining the high-level of service delivery the community needs.

The City is one of the region's biggest employers and is responsible for things like local roads and pathways, gardens and playgrounds, rubbish collection and recycling, local fire brigades, public buildings, community health and safety, and much more.

It also provides community facilities like Albany Public Library, Albany Leisure and Aquatic Centre, Albany Regional Airport, Vancouver Arts Centre, Albany Regional Day Care, Albany Visitor Centre, and the National Anzac Centre.



CITY OF ALBANY

- Six Council Wards
- 13 Elected Members
- Employs 410 people
- Manages \$564 million in assets



STRATEGIC CONTEXT

This Plan 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.'

It directly addresses a number of key themes from the Albany 2030 Community Strategic Plan:

Theme 4: Community Health & Participation:

- 4.1 To build resilient and cohesive communities with a strong sense of community spirit.
- 4.3 To develop and support a healthy inclusive and accessible community.

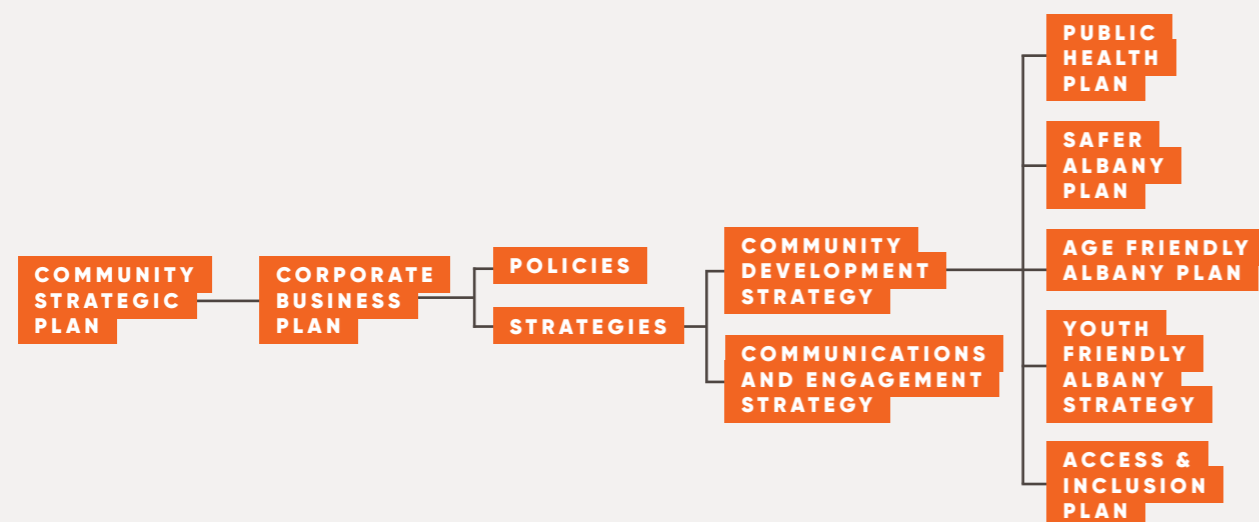
There is a strong desire to ensure a sense of belonging and a positive connection between our rural and urban communities. It is important that we know and respect our neighbours, live in communities which support us, and have safe, accessible places to gather and meet. People want to feel welcome, valued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

Theme 5: A Connected and Safe Built Environment:

- 5.1 To promote and support community health and safety, in particular, plan for and monitor community safety via effective ranger and emergency services.
- 5.2 To advocate, plan for and build friendly and connected communities.
- 5.3 To develop and support a health inclusive and accessible community.

The community will know we are succeeding when our community feel safe in their homes and in public spaces and places.

The plan is also interlinked with a number of other Plans and Strategies that have an impact on improving the community's sense of belonging and safety.



LEGISLATIVE CONTEXT

The City of Albany is governed by a number of local, state and federal legislation and strategies in which it must operate and at times enforce. This plan has been developed in consideration of:

- Aboriginal Heritage Act 1972
- Activities on Thoroughfares & Public Places & Trading Local Law 2011
- Building Act 2011
- Building Regulations 2012
- Bushfire Act 1954
- Cat Act 2011
- Cat Regulations 2012
- City of Albany Dog Local Law 2017
- City of Albany Animals Local Law 2001
- Conservation and Land Management Act 1984
- Control of Vehicles (Off-Road Areas) Act 1978
- Country Areas Water Supply Act 1947 & Regulations 1981
- Disability Services Act 1993
- Dog Act 1976
- Dog Regulation 2013
- Emergency Management Act 2005
- Emergency Management Regulations 2006
- Freedom of Information Act 1992
- Heritage Act of Western Australia 2018
- Land Administration Act 1997
- Litter Act 1979
- Local Government (Miscellaneous Provisions Act) 1960
- Local Government Act 1995 & Regulations
- Local Government Property Local Law 2011
- Main Roads Act 1930
- Occupational Health & Safety Act 1984
- Parking & Parking Facilities Local Law 2009
- Public Health Act 2016
- Road Traffic Act 1974 & Regulations
- Road Traffic Code 2000
- Security and Related Activities (Control) Act 1996
- SEMC Plan, Policy & Procedure
- State Emergency Management Plans
- Surveillance Devices Act 1998
- Western Australia CCTV Guidelines
- Western Australian State CCTV Strategy

RELATED CITY PLANS, STRATEGIES AND POLICIES

This Plan shares objectives with other plans and strategies. This is due to the importance of, and individual's perception of safety in achieving a positive state of well-being.

"Safe communities are also strong, cohesive, vibrant and participatory communities"
(Safe Communities Foundation NZ).

Additional City Plans, Strategies and Policies include:

- Age Friendly Albany Plan
- Albany Local Planning Strategy
- Albany Spatial Data Specifications
- Albany Trails Hub Strategy
- Art in the Domain Guideline
- Art in the Domain Policy
- Beach Closure Policy & Procedure
- Bush Fire Strategic Plan 2014-2019
- Carbon Footprint Reduction Strategy
- Centennial Park Sporting Precinct
- Cycle City Albany
- Community Development Strategy
- Environmental Weed Strategy
- Fire Management Notice
- Graffiti Management Policy
- Heritage Protection Policy
- Local Emergency Management Arrangements
- Long Term Financial Plan
- Master Plan
- Mounts Master Plan
- Natural Reserves Strategy
- Prescribed Burning Management Manual
- Property Management (Leases & Licenses) Policy
- Public Health Plan
- Regulatory Compliance Policy & Guideline
- Road Maintenance, Renewal & Upgrade Community Guidelines
- Strategic Asset Management Plan
- Subdivision Development Guidelines
- Urban Tree Strategy
- Youth Friendly Albany Strategy

ROLE OF LOCAL GOVERNMENT IN COMMUNITY SAFETY

The City of Albany plays a pivotal role in community safety in Albany. City planning and approvals, management and maintenance of public spaces, enforcement of local laws and the provision of a wide range of services to businesses, residents, rate payers and visitors, all contribute to public safety.

In addition to planning and service provision, the City plays a critical role in identifying, preparing and responding to community safety issues. While primary responsibility for law enforcement and crime prevention rests with state government agencies such as WA Police, there is also growing recognition that local government is well-placed to facilitate community safety and crime prevention initiatives.

The City liaises with community, state and federal government agencies to facilitate actions that reduce risks and increase community safety.







COMMUNITY SAFETY IN ALBANY

The City is committed in to ensuring a safe community for all. In 2018/19 initiatives included:

			
889	778	217	2,500
KILOMETRES OF UNSEALED ROADS GRADED	KILOMETRES OF SEALED ROADS MAINTAINED	PUBLIC BUILDINGS MAINTAINED	STRENGTH BUILDING CLASSES FOR SENIORS

		
6,138	3,200	8,030
CUSTOMER SERVICE REQUESTS RESPONDED TO ACROSS ALL DEPARTMENTS	PEOPLE ENROLLED IN SWIMMING CLASSES	LIFEGUARD HOURS PROVIDED AT ALAC

			
122	147	158	391
FIRES RESPONDED TO BY VOLUNTEER BUSH FIRE BRIGADES	EVENT APPLICATIONS APPROVED	HEALTH COMPLAINTS INVESTIGATED	HEALTH INSPECTIONS CONDUCTED

Rangers team responded to 1931 service requests, including:

		
162	234	3
BARKING OR NUISANCE DOGS	DOGS IMPOUNDED (195 REUNITED WITH THEIR OWNERS, 28 REHOMED, 11 DESTROYED AT OWNER OR COURT DIRECTION OR CONSIDERED TOO AGGRESSIVE TO REHOME)	COMMUNITY EMERGENCY EDUCATION WORKSHOPS DELIVERED

			
8	666	106	162
SHARK SIGHTINGS	REPORTS OF DOGS WANDERING	ANIMAL ATTACKS	REPORTS OF STRAYING STOCK

The City of Albany is committed to align, facilitate and work with community safety programs, in particular working with the:

- Western Australian Police Force (WAPOL);
- Department of Fire and Emergency Services;
- Kidsafe;
- Royal Life Saving Society;
- Albany Surf Life Saving Club;
- WA Country Health Service;
- St John Ambulance;
- Department of Biodiversity, Conservation and Attractions;
- Albany Police & Community Youth Centre; and
- All community groups and individuals who assist to make our community safer.

The City is also an active member of the following committees and collaborative working groups:

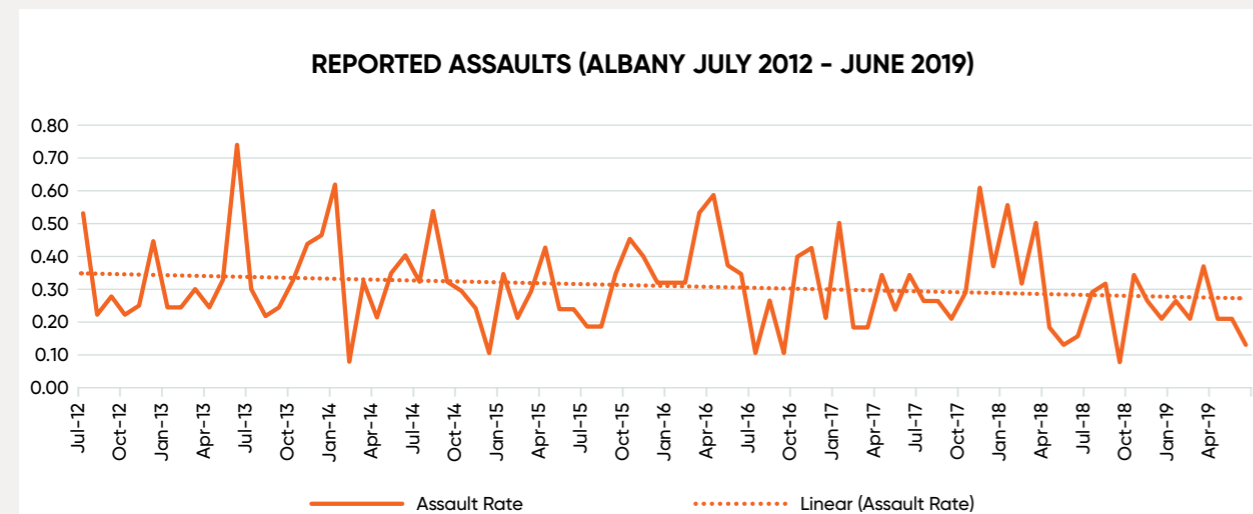
- Albany Family & Domestic Violence Action Group;
- Lower Great Southern Alcohol and other Drug Management Group;
- Local Drug Action Team;
- Great Southern Suicide Prevention Action Group;
- Great Southern Human Services Forum;
- Local Emergency Management Committee;
- Roadwise Albany; and
- Relevant health and injury prevention forums and networks.

Crime Statistics

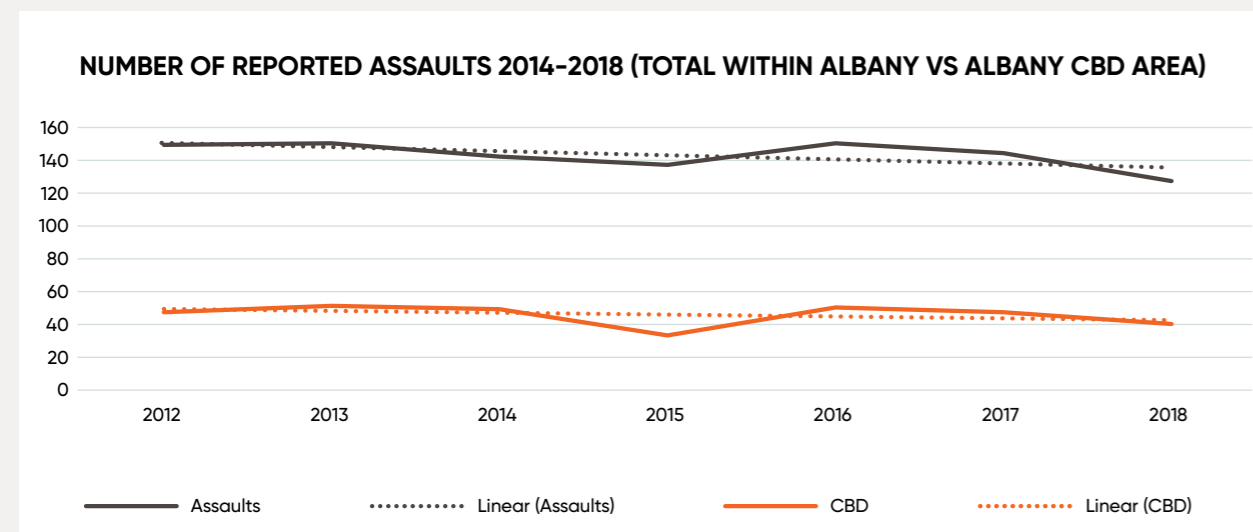
The following charts show the number of offences reported to Police from July 2012 to June 2019.

Please note the following:

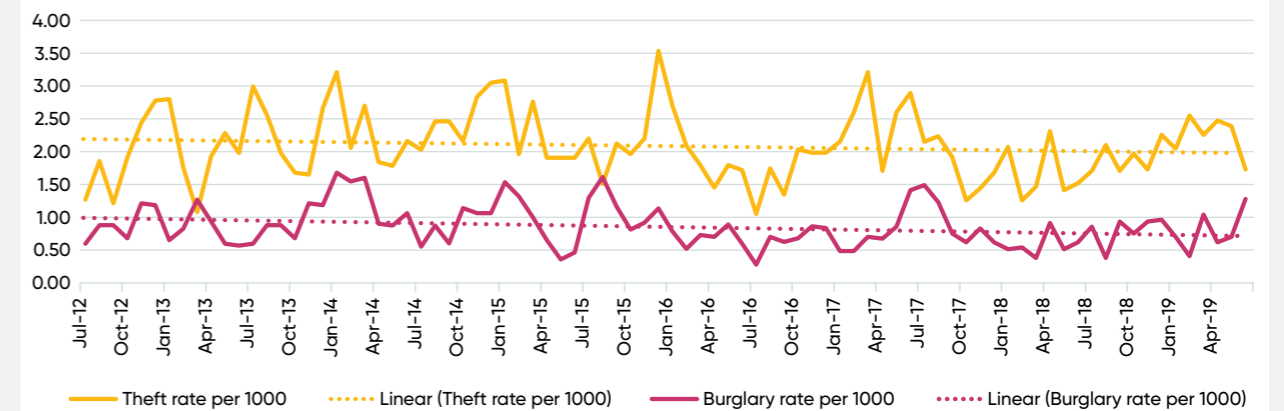
- These figures are based on reported incidents to the WA Police. Not all crimes are reported to police. Some crimes are more likely to be reported to police than others (for example burglary compared to graffiti);
- The numbers of offences are simply the number of offences occurring (recorded by police) within a specific area and for a specified period of time. These are presented as simple counts. The problem with using crime numbers to gauge the true level of crime is that areas with larger populations will presumably have higher numbers of crime than areas with smaller populations.
- Anti-social behaviour doesn't necessarily result in a person being charged;
- Police operations can increase the detection of crimes. For example drug offences;
- Offences are categorised as to when they were reported, not when they took place. Therefore some of the offences reported could be historical (e.g. sex offences); and
- Rates displayed in this publication are always presented per 1000 persons unless otherwise indicated. Calculation of rates allows direct comparisons of crime to be made across time since the size of the population is taken into account in the calculation.



Note: This data does not include reports of family and domestic violence incidents. Based on reported offences to Police, the number of non-domestic violence assault has been steadily decreasing.

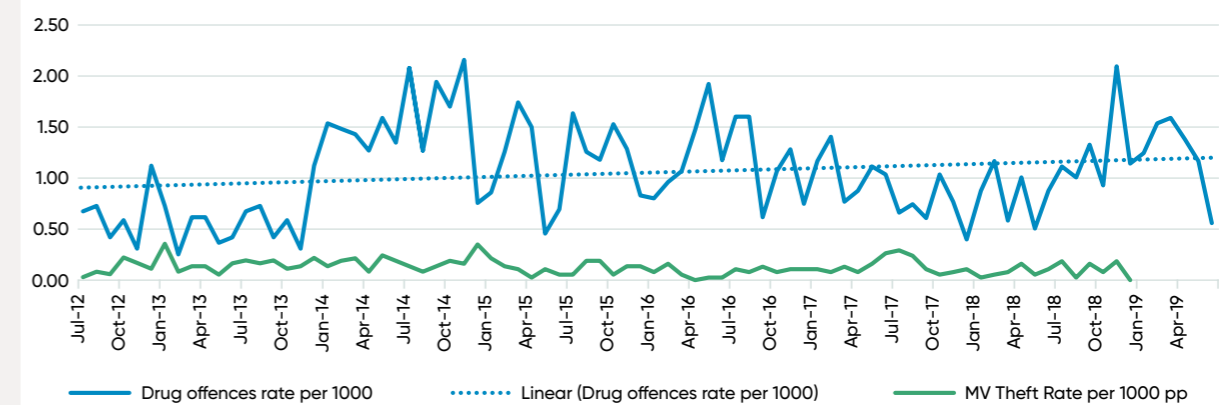


REPORTED THEFT AND BURGLARY INCIDENTS (ALBANY JULY 2012 TO JUNE 2019)



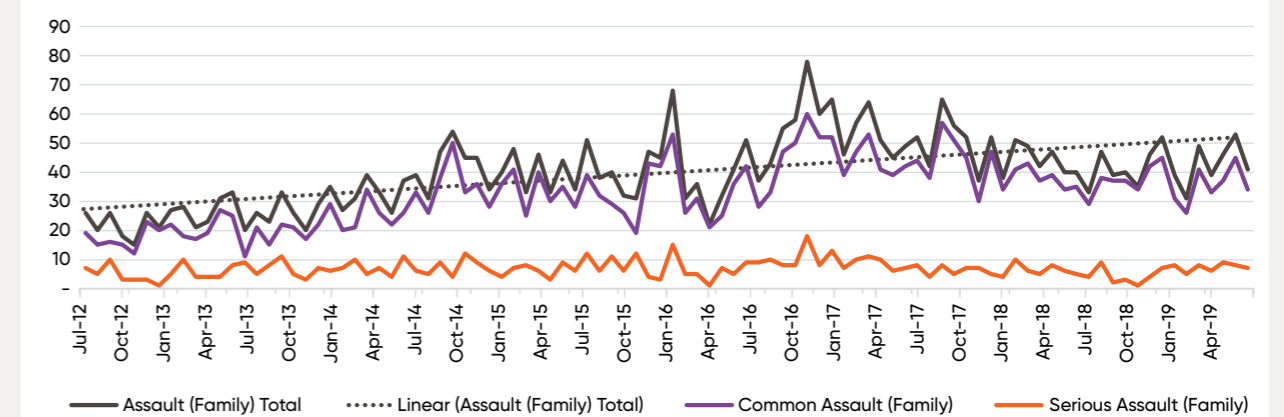
Note: Theft refers to shop lifting, bag theft and theft from businesses. Burglary refers to property stolen from homes and vehicles. Theft and burglary are the most common high volume crime.

REPORTED MOTOR VEHICLE THEFT AND DRUG OFFENCES (ALBANY JULY 2012 TO JUNE 2019)



Note: Police offence data obtained from WA Local Government through an arrangement with WA Police. Drug offences are usually a result of investigative actions of officers. An increase is a positive outcome as it demonstrates the ongoing work of Police to reduce the impact of drugs on our community.

REPORTED ASSAULT 'FAMILY' GREAT SOUTHERN WA POLICE DISTRICT (2011-2018)



Please note these are for the WA Police Region. Specific data on Albany is not available from WA Police website.

Leading Causes of Injury

- In 2012-2016, Albany residents were hospitalised 4,425 times for conditions due to injury
- In 2016, injury accounted for 4,665 bed days

In 2012-2016:

1407

INJURIES CAUSED BY FALLS

144

HOSPITALISATIONS DUE TO ASSAULT

57

HOSPITALISATIONS DUE TO BURNS

82

INCIDENTS OF POISONING

181

INJURIES THROUGH SELF-HARM

9

HOSPITALISATIONS DUE TO DROWNINGS

506

INJURIES THROUGH TRANSPORT INCIDENTS

Fatalities 2011-2015:

30

DUE TO FALLS

13

RELATED TO TRANSPORT

5

FROM DROWNING

18

RESULTED FROM SELF-HARM

8

RELATED TO POISONING

**Information obtained from 'Know Injury' using data generated using Health Track Reporting, by the Epidemiology Branch, WA Department of Health in collaboration with the Cooperative Research Centre of Spatial Information (CRC-SI). Injury by external causes. 2018



COMMUNITY PERCEPTIONS OF SAFETY

An individual's perception of 'safety' is shaped by a number of factors (Shepherdson, 2014). These factors may include:

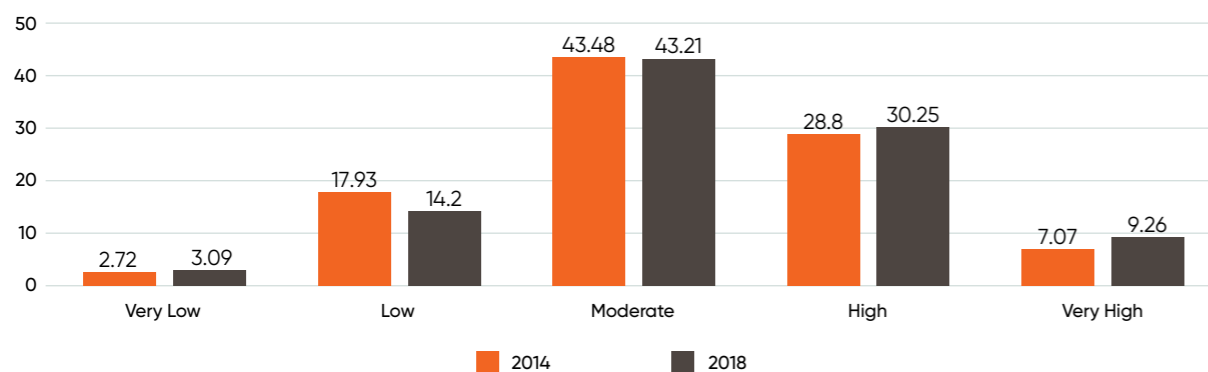
- Gender;
- Age;
- Ethnicity;
- Socio-economic status; and
- Past experiences of crime.

Additional influences include information from family, friends, work colleagues and the media. The impact of social media is still emerging so it is unclear as to how much it is influencing perceptions and fear of crime (Clare, 2018). There is also additional research to show that an individual's work, community or home environment also influences their perception of safety.

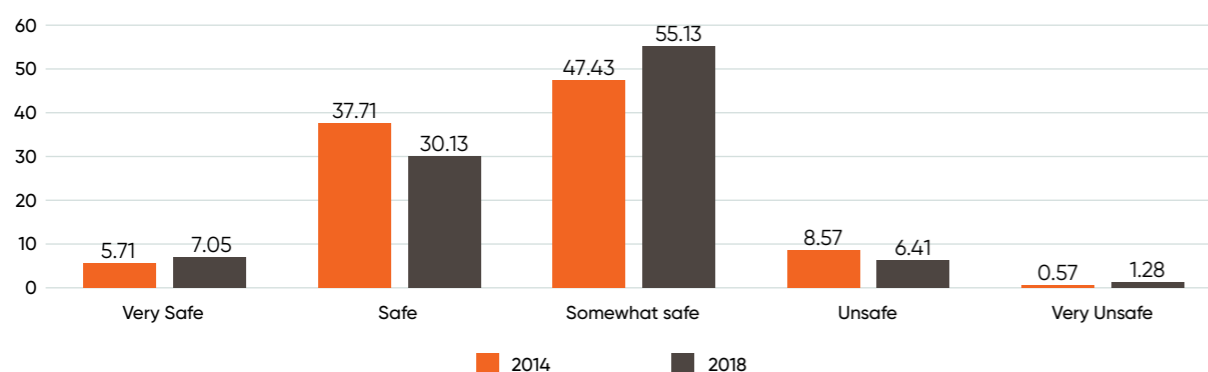
"Visible graffiti, litter, unmaintained community infrastructure impacts on how 'safe' one feels in their home and in the wider community." (Shepherdson, 2014).

The actual rate of crime can have very little impact on a person's perception of safety. Respondents to the Australian Survey of Social Attitudes (AuSSA) reported they felt crime had increased, despite national crime trends showing the level of crime had actually dropped over the period in question (Roberts & Indemaur, 2009 in Davis 2010). Similar results are reflected in responses to City of Albany community safety perception surveys conducted in 2014, and again in 2018.

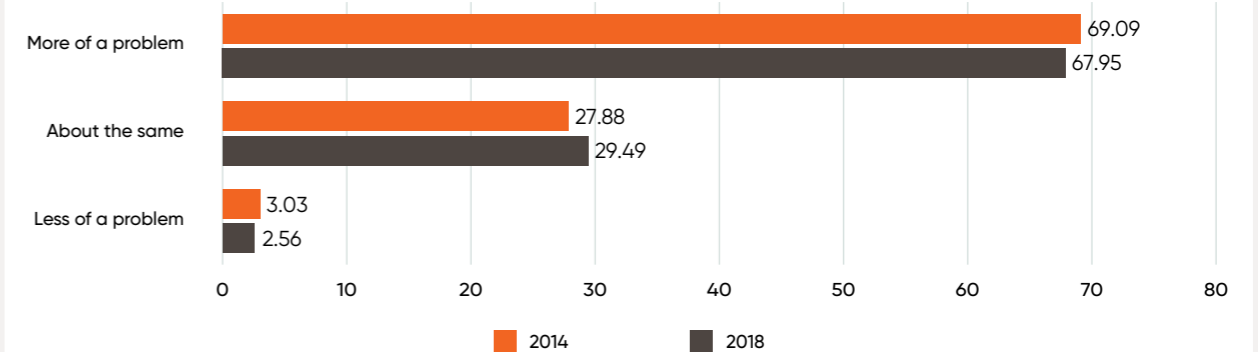
PERCEPTION OF CRIME RATES IN ALBANY (2014 vs 2018)



HOW SAFE IS ALBANY? (2014 vs 2018)



SINCE YOU HAVE LIVED IN ALBANY CRIME IS? (2014 vs 2018)



Insights:

- Despite Police statistics indicating a fall in majority of offences, there is still a perception that crime is becoming more of a problem in our community. This could be due to the impact of crime reports in the media and the impact of social media.
- The majority of respondents gauge how safe their community is based on reports in the media and posts on social media;
- There is a perception that crime in Albany is increasing, in comparison to WA Police Statistics which shows the number of offences has decreased over the past six years;
- Respondents felt safer in well-lit locations where there were lots of people, with majority citing that the presence of CCTV did also increase their sense of personal safety.

It is recognised that there are varying views on perceptions of safety and crime within the community and that all levels of government, community groups, businesses and individuals have a role in creating safer public places. Local government in particular is in a unique position to build relationships and create collaboration around reducing fear and perceptions about crime in the community. Fear of crime has become an important issue of public concern; a problem which detracts from the quality of life, and which adversely affects social and economic well-being.

Based on the evidence and feedback from community, the City has identified four key areas for the Safer Albany Plan:



1 SAFER SPACES & PLACES



2 COMMUNITY EDUCATION & AWARENESS



3 COMMUNITY PARTNERSHIPS & COLLABORATION



4 BUILDING ORGANISATIONAL CAPACITY

GUIDING PRINCIPLES

The guiding principles which form the basis of the Safer Albany Plan include:

PRINCIPLE ONE	Awareness – everyone has a part to play in creating a safe community
PRINCIPLE TWO	Wellbeing – the wellbeing of our residents and visitors is paramount
PRINCIPLE THREE	Collaboration – the City does not work in isolation, but in collaboration with a range of government departments, community organisations and businesses
PRINCIPLE FOUR	Advocacy – many aspects of community safety fall outside of the City of Albany remit, but advocacy may shape and influence for positive outcomes and perhaps an increase in resources devoted to public safety

DEVELOPMENT PROCESS

To develop the Safer Albany Plan the City undertook extensive research to identify best practice for the development of the plan. This included reviewing other local government plans, reports from the World Health Organization and through the WA Community Safety Officers Network.

Feedback from the community was obtained through community safety perception surveys conducted in 2014 and in 2018, and Community Perception Survey Results 2014, 2015, 2017 and 2019. The City also collated feedback from Community Safety Forums Albany Police held in November 2017.

Data from WA Police, Injury matters and internal reports were analysed to assist with identifying opportunities to improve or value add to existing City of Albany activities.

Here is a summary of the journey

- JULY 2018**
Project planning; research; literature review
- AUGUST 2018**
Internal working group formed
- NOVEMBER 2018**
Internal engagement; meeting with WA Police – Officer in Charge Albany Police Station
- DECEMBER 2018**
Community safety perception survey
- FEBRUARY 2019**
Data analysis
- JUNE 2019**
Finalisation of draft plan; distribution of plan internally for feedback from City working group
- MAY 2020**
Workshop with council members
- JULY 2020**
Council endorsement and public comment period to finalise plan



SAFER ALBANY PLAN

What is the City of Albany's role?

The City of Albany's role in delivering the plan will vary depending on the objective. Where the focus of the objective is within the role of local government, the City will lead/manage the project. Where the objective falls outside of the City's remit, the City role will be to advocate on behalf of community along with other government agencies and community.

CITY OF ALBANY ROLE	CITY OF ALBANY WILL...
L - LEAD / MANAGE	Lead/manage the action or project as the responsible agency.
P - PARTNER	Contribute funds and/or resources towards an initiative or service that is delivered with other parties.
A - ADVOCATE	Advocate to State and Federal Government agencies on behalf of the community.
S - SUPPORTER / RESOURCE	Support through provision of available resources.
F - FACILITATOR	Facilitate action through contracting of services.

Safer Albany Plan

As most of these actions are ongoing, or subject to the availability of external funding this plan will be supported by an annual delivery schedule, supported by an internal working group to ensure the plan is delivered.





PRIORITY 1
SAFER SPACES & PLACES

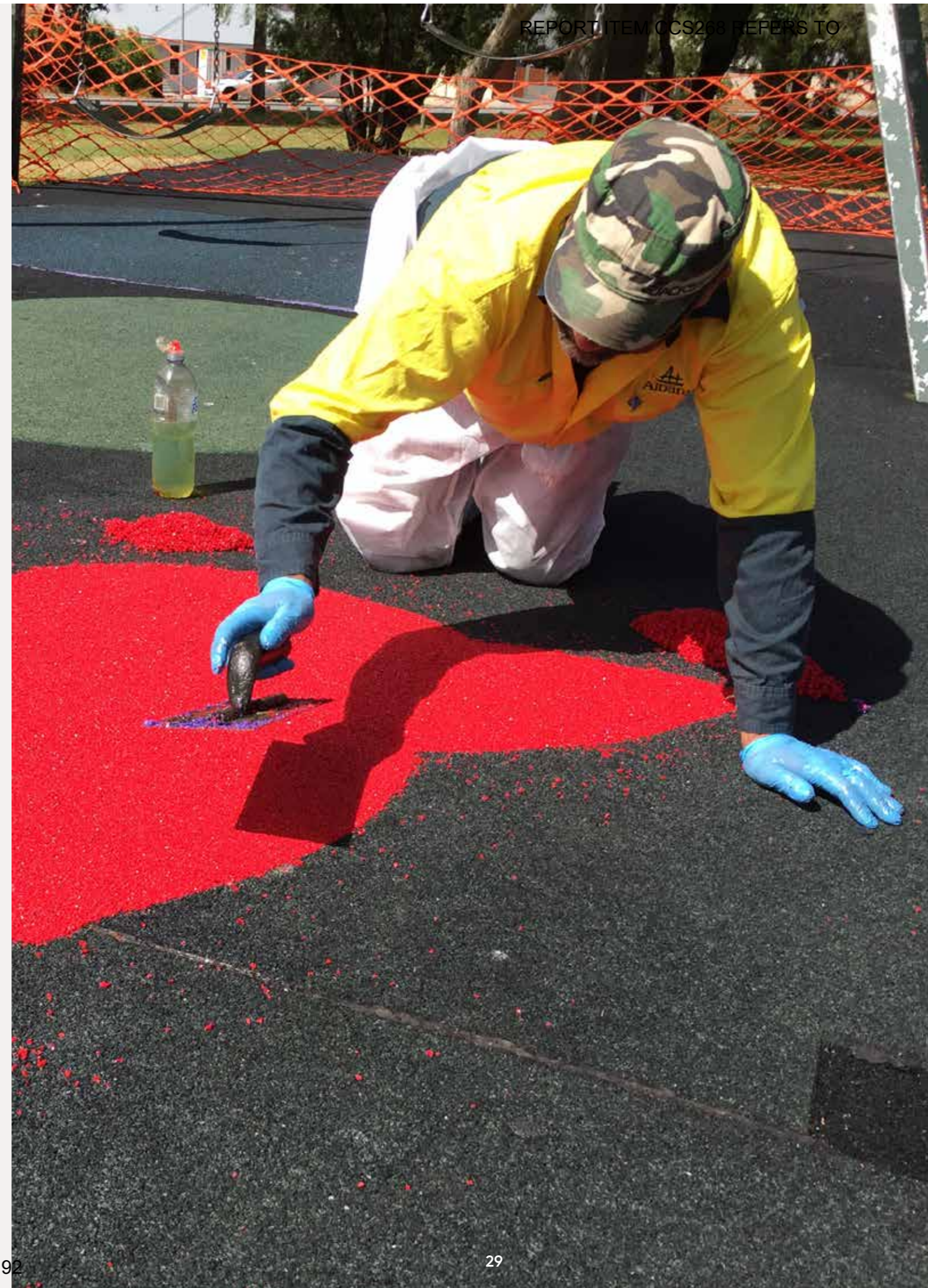
GOAL: Residents and visitors feel safe in their homes and when accessing our parks, playgrounds, beaches, transport routes, shopping and entertainment precincts.		CITY ROLE				
Our Priorities	We know we are succeeding when	L	P	A	S	F
1.1 Safer City centre for visitors and residents.	Residents and visitors feel safe accessing our City centre during the day and evening.	x			x	
1.2 Use technology to create a safer community.	A range of technologies are utilised to increase community safety.	x				
1.3 Create a safer environment by utilising crime prevention through environmental design principals.	New projects and redevelopments of public open space are designed to maximise public safety.	x				
1.4 Maintain safe public spaces.	Public spaces are well maintained and well utilised.	x			x	
1.5 Create a 'tag free' Albany.	There is a visible reduction in 'tags' across the City of Albany.	x		x		x
1.6 Create a more inclusive accessible community for vulnerable groups.	Biennial survey responses show an increase in community members feeling welcomed, valued and included.	x				
1.7 Ensure safe community events.	There is a diverse range of events delivered safely each year that comply with the City's Event Guidelines.	x				
1.8 Safer roads.	Reduction in the number of road users, pedestrians and cyclists injured.	x	x	x		x
1.9 Reduce risk through bushfire risk management.	Increased community resilience and awareness on how to respond and react to bushfire emergencies.	x	x	x		





PRIORITY 2 COMMUNITY EDUCATION & AWARENESS

GOAL: Community members have access to information to ensure they can be safe in their homes and can contribute to creating a safer community.		CITY ROLE				
Our Priorities	We know we are succeeding when	L	P	A	S	F
2.1 Develop and promote safety campaigns to promote local services, and raise awareness of safety initiatives to protect vulnerable groups and those experiencing family and domestic violence.	There is an increased in awareness of local services, and reduction in fall related injuries.	x	x	x	x	x
2.2 Crime prevention education activities.	There is an increase in residents perception of safety and there is a decrease in the number of burglaries of unsecured houses/vehicles.	x	x	x	x	
2.3 Develop a sense of community and 'connectedness' through programs, activities and initiatives.	There is an increased sense of community reflected in the biennial community survey results.	x	x	x	x	
2.4 Increase residents and visitors perception of safety.	Perception surveys show an increase in the number of responders feeling 'safer' in our community.	x				
2.5 Increase residents preparedness for emergencies.	Residents feel more prepared to cope with emergencies.	x	x	x		
2.6 Increased compliance through education.	There is a reduction in the number compliance team interventions.	x				





PRIORITY 3 COMMUNITY PARTNERSHIPS & COLLABORATION

GOAL: Increase safety through working in collaboration with key agencies and community groups		CITY ROLE				
Our Priorities	We know we are succeeding when	L	P	A	S	F
3.1 Strengthen and maintain relationship with WA Police.	There is a strong sense of collaboration between City and WA Police.		x			
3.2 Collaborate with government and community to deliver community safety outcomes.	There is an increase in the number of collaborative initiatives within our community.		x		x	
3.3 Track and share data in relation to community safety.	Data collected enables the City and partners to successfully apply for grant funding to deliver community safety initiatives.	x				



PRIORITY 4 BUILDING ORGANISATIONAL CAPACITY

GOAL: City of Albany is proactively prepared to support response to emergencies and other safety issues of concern		CITY ROLE				
Our Priorities	We know we are succeeding when	L	P	A	S	F
4.1 Development of staff to respond to emergencies and recovery.	Staff report feeling sufficiently trained to respond to incidents, emergencies and recovery.	x				x
4.2 Increase organisation's preparedness to respond to community emergencies.	There is a cohesive, organised response to community emergencies.	x				x
4.3 Maintain up to date knowledge on state, national and international community safety initiatives.	There is a best practice approach to all the City activities in the safety space.	x				
4.4 Actively seek funding to address community safety issues.	Sufficient funding is obtained by the City of Albany to fully deliver all strategies under the plan.	x				
4.5 Ensure the effective capture of data for reporting and funding purposes.	We have sufficient data to accurately measure the impact of initiatives delivered under the plan.	x	x	x		



IMPLEMENTATION, EVALUATION AND MONITORING

Implementation

It is proposed that this plan be implemented over a four year period commencing 2019/20 and concluding in 2022/23.

The successful completion of all actions in some cases will be dependent on attracting additional funding.

Measuring Performance

The ultimate success of a plan depends greatly on how the change is introduced and implemented rather than the merit of the plan itself.

The performance indicators for each action will be collected annually to enable the monitoring of ongoing progress and performance.

Evaluating Effectiveness

The performance indicators detailed in each key direction will form a basis for a comprehensive review of this Plan and to be conducted in during 2023/2024.

The review will incorporate but not be limited to:

- Community Safety Survey (biennial);
- Community Perception Survey;
- Community feedback;
- Relevant crime statistics and surveys; and

REVIEW POSITION AND DATE

This plan was adopted on [\[Insert Date\]](#). This plan is to be reviewed by the document owner on or before 30th June 2023.





REFERENCES

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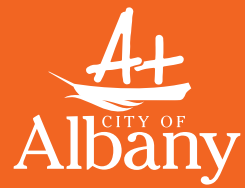
DEFINITIONS

- Assault** – The use of force against another person, or the threat of the use of force where the threat has a real or perceived ability to be enacted at the time.
- Burglary** – The unlawful entry of building with the intent to commit an offence.
- Drug offences** – The possessing, selling, dealing or trafficking, importing or exporting, manufacturing or cultivating of drugs or other substances prohibited under legislation.
- Graffiti** – Unlawful property damaged caused by paint, marker, etching, scratching or other form of property damage.
- Rate per 1000 residents** – Calculated by taking the number of offences divided by the estimated resident population for that year (based on ABS estimates), multiplied by 1000.
- Theft** – Theft refers to shop lifting, bag theft and theft from businesses.
- Vulnerable community members** – Refers to members of our community who are at a higher risk of becoming a victim of crime or injury, including: elderly, homeless, young people, LGBTIQI, indigenous, people with a disability and those people from culturally and linguistically diverse communities.



REPORT ITEM CCS268 REFERS TO





Quarterly Report - Tenders Awarded - April to June 2020

Contract Number	Name/Subject	Contractor	Start Date	Expiry Date	Contract Term	Local/Non Local	Local Content	Non Local Content	Tender Value (inc. GST)
C20001	Fire Extinguisher, Hose Reel, Hydrant and Fire Blanket Maintenance for City of Albany Buildings, Plant & Light Fleet	Protector Fire Services Pty Ltd	14-Apr-20	31-Dec-22	2+2	Local	100%	0%	Schedule of Rates
C20004	Landfill Water Monitoring and Reporting Services	West Coast Analytical Services	28-Jun-20	27-Jun-22	2+1	Local	100%	0%	\$ 192,670.20
C20005	Design & Construct - Grounds Maintenance Shed	MCB Construction Pty Ltd	27-May-20	19-Aug-20	End of Defects	Local	100%	0%	\$ 431,889.23