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# ATTACHMENTS

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**Community and Corporate Services Committee**

**Tuesday 14 March 2023**

6.00pm

Council Chambers

COMMUNITY & CORPORATE SERVICES COMMITTEE  
ATTACHMENTS – 14/03/2023

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## CITY OF ALBANY

### MONTHLY FINANCIAL REPORT

(Containing the Statement of Financial Activity)

FOR THE PERIOD ENDED 31 JANUARY 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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CITY OF ALBANY  
COMPILATION REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2023

**Report Purpose**

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

**Overview**

No significant matters are noted.

**Statement of Financial Activity by reporting nature or type**

Shows a Closing Funding Position for the period ended 31 January 2023 of \$25,553,435.

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

**Preparation**

Prepared by: P. Martin  
*Financial Services Coordinator*

Reviewed by: S. Van Nierop  
*Manager Finance*

Date prepared: 27-Feb-2023

**CITY OF ALBANY  
STATEMENT OF FINANCIAL ACTIVITY  
BY NATURE OR TYPE  
FOR THE PERIOD ENDED 31 JANUARY 2023**

	Ref Note	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a) /(a)	Var.
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
Rates		42,130,150	42,130,150	42,062,942	42,111,035	48,093	0%	
Operating grants, subsidies and contributions		4,850,431	5,630,233	2,341,817	2,332,486	(9,331)	(0%)	
Fees and charges		19,750,395	19,779,592	12,728,990	13,571,310	842,320	7%	▲
Profit on asset disposal		9,348	9,348	-	24,668	24,668	0%	
Interest Earnings		619,802	1,249,802	864,760	1,371,220	506,460	59%	▲
Other Revenue		194,946	194,946	87,425	200,377	112,952	129%	▲
		<u>67,555,072</u>	<u>68,994,071</u>	<u>58,085,934</u>	<u>59,611,096</u>			
<b>Expenditure from operating activities</b>								
Employee costs		(30,602,671)	(30,681,671)	(17,669,419)	(16,798,280)	871,139	(5%)	▼
Materials and contracts		(20,843,395)	(20,967,008)	(11,302,755)	(10,777,348)	525,407	(5%)	▼
Utility charges		(1,808,128)	(1,808,128)	(1,021,617)	(1,105,392)	(83,775)	8%	
Depreciation on non-current assets		(17,889,792)	(17,889,792)	(10,504,254)	(10,793,435)	(289,181)	3%	▲
Finance costs		(508,471)	(508,471)	(170,359)	(185,252)	(14,893)	9%	
Insurance expenses		(821,692)	(821,692)	(456,700)	(486,692)	(29,992)	7%	
Loss on asset disposal		(512,080)	(512,080)	(137,203)	(69,028)	68,175	(50%)	
Other expenditure		(3,463,109)	(3,438,109)	(1,714,661)	(1,660,470)	54,191	(3%)	
		<u>(76,449,338)</u>	<u>(76,626,951)</u>	<u>(42,976,968)</u>	<u>(41,875,897)</u>			
<b>Non-cash amounts excluded from operating activities</b>								
Add: Depreciation on assets		17,889,792	17,889,792	10,504,254	10,793,435	289,181	3%	▲
Add: Loss on disposal of assets		512,080	512,080	137,203	69,028	(68,175)	(50%)	
Less: Profit of disposal of assets		(9,348)	(9,348)	-	(24,668)	(24,668)	0%	
Add: Implicit Interest		184,709	184,709	10,449	9,483	(966)	(9%)	
		<u>18,577,233</u>	<u>18,577,233</u>	<u>10,651,906</u>	<u>10,847,279</u>			
<b>Amount attributable to operating activities</b>		<u>9,682,967</u>	<u>10,944,353</u>	<u>25,760,872</u>	<u>28,582,479</u>			
<b>INVESTING ACTIVITIES</b>								
Non-operating grants, subsidies and contributions		28,540,751	27,827,538	2,619,744	3,332,355	712,611	27%	▲
Proceeds from disposal of assets		1,031,000	1,031,000	412,503	105,547	(306,956)	(74%)	▼
Purchase of property, plant and equipment	5	(13,831,810)	(13,539,999)	(5,587,845)	(3,696,551)	1,891,294	(34%)	▲
Purchase and construction of infrastructure	5	(42,408,902)	(40,635,924)	(19,668,443)	(6,886,816)	12,781,627	(65%)	▲
Non-current to current movement		-	-	-	14,955	14,955	100%	
<b>Amount attributable to investing activities</b>		<u>(26,668,961)</u>	<u>(25,317,385)</u>	<u>(22,224,041)</u>	<u>(7,130,511)</u>			
<b>FINANCING ACTIVITIES</b>								
Repayment of borrowings		(2,020,083)	(2,020,083)	(998,697)	(998,752)	(55)	0%	
Proceeds from borrowings		1,495,000	1,495,000	-	-	-		
Proceeds from self-supporting loans		14,163	14,163	7,026	7,026	-	0%	
Payments for principal portion of lease liabilities		(189,578)	(189,578)	(110,544)	(110,212)	332	(0%)	
Transfers to reserves (restricted assets)		(15,012,910)	(17,191,821)	-	-	-		
Transfers from reserves (restricted assets)		26,596,380	26,979,726	-	-	-		
<b>Amount attributable to financing activities</b>		<u>10,882,972</u>	<u>9,087,407</u>	<u>(1,102,215)</u>	<u>(1,101,938)</u>			
<b>Surplus/(Deficit) for current financial year</b>		<u>(6,103,022)</u>	<u>(5,285,625)</u>	<u>2,434,616</u>	<u>20,350,030</u>			
Surplus/(Deficit) at start of financial year		6,103,022	5,285,625	5,285,625	5,203,405	(82,220)	(2%)	
<b>Surplus/(Deficit): closing funding position</b>		<u>-</u>	<u>-</u>	<u>7,720,241</u>	<u>25,553,435</u>			

**CITY OF ALBANY  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**BASIS OF PREPARATION**

**BASIS OF PREPARATION**

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

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

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

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

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

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31 January 2023

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

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

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

**GOODS AND SERVICES TAX**

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

**ROUNDING OFF FIGURES**

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

CITY OF ALBANY  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

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

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>OPERATING ACTIVITIES</b>					
<b>Revenue from operating activities</b>					
Rates	48,093	0%			No material variance noted.
Operating grants, subsidies and contributions	(9,331)	0%			No material variance noted.
Fees and charges	842,320	7% ▲		Timing	Fees and charges income recognised for the period ending 31 Jan FY22/23 is tracking ↑ \$953k (7.02%) relative to the same period in FY21/22 & ↑\$1.81m (13.37%) relative to the same period in FY20/21.  Business units with notable positive deviations to YTD budget include the Airport (landing fees): Actual \$1.37m vs Budget \$1.14m (↑ \$234k or 17.00%) & NAC Merchandise Sales: Actual \$303k vs Budget \$191k (↑ \$111k or 36.71%).
Profit on Asset disposal	24,668	0%			No material variance noted.
Interest earnings	506,460	59% ▲		Timing	The rolling maturity profile of the City's investment portfolio has enabled the City to take advantage of upward movements in interest rates which have occurred during the reporting period. Additionally, surplus cash has been made available for short-term investment as a result of soft YTD expenditure in a number of key business areas.  The variance is to be addressed in the December Budget Review (CCS506).
Other revenue	112,952	129% ▲		Timing	The variance is in favour of the City & is resultant from an un-budgeted dividend received in relation to Lehman Brothers liquidation activities.  The variance is to be addressed in the December Budget Review (CCS506).
<b>Expenditure from operating activities</b>					
Employee costs	871,139	-5%	▼	Timing / Permanent	Variances are exhibited across all components of Employee costs. These variances are likely to persist throughout the remainder of the budget period.  This variances can be attributed to: Salaries and wages - Actual \$12.63m vs Budget \$13.12m (↓\$483k or -3.68%), Employee provisions - Actual \$1.49m vs Budget \$1.72m (↓\$230k or -13.40%) & Training and education - Actual \$130k vs Budget \$247k (↓\$117k or -47.37%).

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

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Expenditure from operating activities (continued)</b>					
Materials and contracts	525,407	-5%	▼	Timing	Materials and contracts expenditure recognised for the period ending 31 Jan FY22/23 is tracking ↓\$573k (-5.31%) relative to the same period in FY21/22 & ↑\$3.44m (31.95%) relative to the same period in FY20/21.  Current underspend against YTD budget is comprised of variances exhibited in 306 budgeted line items. Notable variances are observed in Coastal Monitoring Programs: Actual \$71k vs Budget \$239k (↓\$168k or -70.40%) & Recreation Strategic Planning: Actual \$9k vs Budget \$147k (↓\$139k or -94.20%).
Utility charges	(83,775)	8%			No material variance noted.
Depreciation on non-current assets	(289,181)	3%	▲	Timing	Variance is resultant from an increase in depreciation charges following the revaluation of Infrastructure and Building type assets conducted for the period ending 30 June 2022.  Variance is to be addressed in the December Budget Review (CCS506).
Finance costs	(14,893)	9%			No material variance noted.
Insurance expenses	(29,992)	7%			No material variance noted.
Loss on asset disposal	68,175	-50%			No material variance noted.
Other expenditure	54,191	-3%			No material variance noted.
<b>Non-cash amounts excluded from operating activities</b>					
Add: Depreciation on assets	289,181	3%	▲	Timing	Variance is resultant from an increase in depreciation charges following the revaluation of Infrastructure and Building type assets conducted for the period ending 30 June 2022.  Variance is to be addressed in the December Budget Review (CCS506).
Add: Loss on disposal of assets	(68,175)	-50%			No material variance noted.
Less: Profit of disposal of assets	(24,668)	0%			No material variance noted.
Movement in Value of Investments	-	0%			No material variance noted.
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contributions	712,611	27%	▲	Timing	Income recognition for non-operating grants is directly tied to the achievement of milestones for projects reported in the City's capital works budget under note 5. Reporting variances to budget will exist at various stages throughout the reporting period.



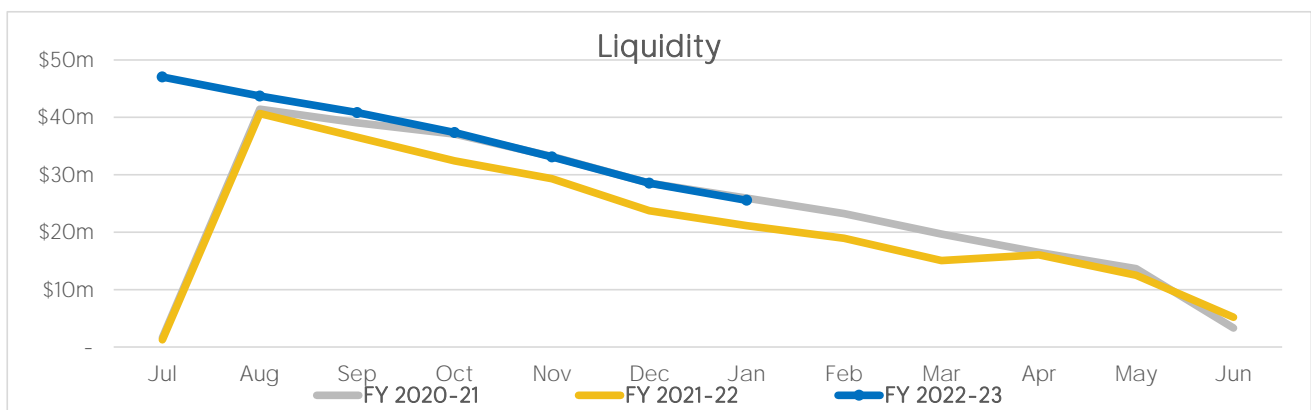
**NOTE 1 (Continued)**  
**EXPLANATION OF MATERIAL VARIANCES TO YTD BUDGET IN EXCESS OF \$100,000**

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>INVESTING ACTIVITIES (continued)</b>					
Proceeds from disposal of assets	(306,956)	-74%	▼	Timing	YTD PPE disposals made in accordance with the City's fleet replacement program are lower than prescribed in the budget. The timing of disposals is largely influenced by the availability of new vehicles & heavy plant, noted global supply shortages in these markets are likely to impact on actual to budget performance throughout the reporting period.
Purchase of property, plant and equipment	1,891,294	-34%	▲	Timing / Permanent	Variance is attributable to the timing of expenditure to budget phasing for multiple projects. Several major projects are still in the planning & design phase. Purchasing activity has increased in this space & it is anticipated that project expenditure will gain traction in the coming months.  Surf Life Saving Club (Current Budget \$2.74m / YTD Budget \$287k vs Actual \$58k) and Kalgan BFB Facility (Current Budget \$563k & YTD Budget \$328k vs Actual \$0) are noted projects.
Purchase and construction of infrastructure	12,781,627	-65%	▲	Timing / Permanent	Variance is attributable to the timing of expenditure to budget phasing for projects in all classes of infrastructure. Works have commenced on several core road projects & it is expected that recorded expenditure will begin to increase in-line with project milestones. Multiple variances to be addressed in the December Budget Review (CCS506).
Non-current to current movement	14,955	100%			No material variance noted.
<b>FINANCING ACTIVITIES</b>					
Repayment of borrowings	(55)	0%			No material variance noted.
Proceeds from borrowings	-				No material variance noted.
Proceeds from self-supporting loans	-	0%			No material variance noted.
Payments for principal portion of lease liabilities	332	0%			No material variance noted.
Restricted Cash Utilised	-				No material variance noted.
Transfers to reserves (restricted assets)	-				No material variance noted.
Transfers from reserves (restricted assets)	-				No material variance noted.
Surplus/(Deficit) at start of financial year	(82,220)	-2%		Permanent	No material variance noted. Variance is to be addressed in the December Budget Review (CCS506).

**REPORT ITEM CCS513 REFERS**  
**CITY OF ALBANY**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2023**

**NOTE 2**  
**NET CURRENT FUNDING POSITION**

	Ref Note	FOR THE PERIOD ENDED 31 JANUARY 2023	FOR THE PERIOD ENDED 31 DECEMBER 2022	FOR THE PERIOD ENDED 31 JANUARY 2022
		\$	\$	\$
<b>Current Assets</b>				
Cash - Unrestricted		35,658,809	35,473,989	29,885,559
Cash - Restricted		41,648,813	41,486,158	37,288,393
Trade Receivables - Rates and Rubbish	4	7,530,117	11,481,623	7,217,954
Trade Receivables - Other		1,202,992	1,278,432	1,442,844
Inventories		748,315	688,343	1,107,441
Grants Receivable		968,370	968,370	-
Other Current Assets		2,136,895	2,168,224	717,658
Other Financial Assets - Self Supporting Loan		7,137	7,137	6,918
		<b>89,901,447</b>	<b>93,552,277</b>	<b>77,666,767</b>
<b>Less: Current Liabilities</b>				
Trade & Other Payables		(8,557,849)	(8,129,969)	(7,854,076)
Contract Liabilities		(8,000,559)	(8,889,137)	(5,591,133)
ROU Liabilities		(79,366)	(95,175)	(183,570)
Borrowings		(1,021,332)	(1,140,851)	(1,220,633)
Provisions		(6,588,763)	(6,792,649)	(5,856,358)
		<b>(24,247,870)</b>	<b>(25,047,782)</b>	<b>(20,705,770)</b>
<b>Adjustments</b>				
Add Back: Borrowings		1,021,332	1,140,851	1,220,633
Add Back: ROU liabilities		79,366	95,175	183,570
Add Back: Head-lease liability amortisation		96	48	-
Add Back: Implicit Interest		9,483	8,193	-
(Less): Cash Backed Reserves		(41,203,283)	(41,203,283)	(37,224,752)
(Less): Other Financial Assets - Self Supporting Loan		(7,137)	(7,137)	(6,918)
		<b>(40,100,143)</b>	<b>(39,966,152)</b>	<b>(35,827,467)</b>
<b>Net Current Funding Position</b>		<b>25,553,435</b>	<b>28,538,343</b>	<b>21,133,530</b>



**COMMENTS:**

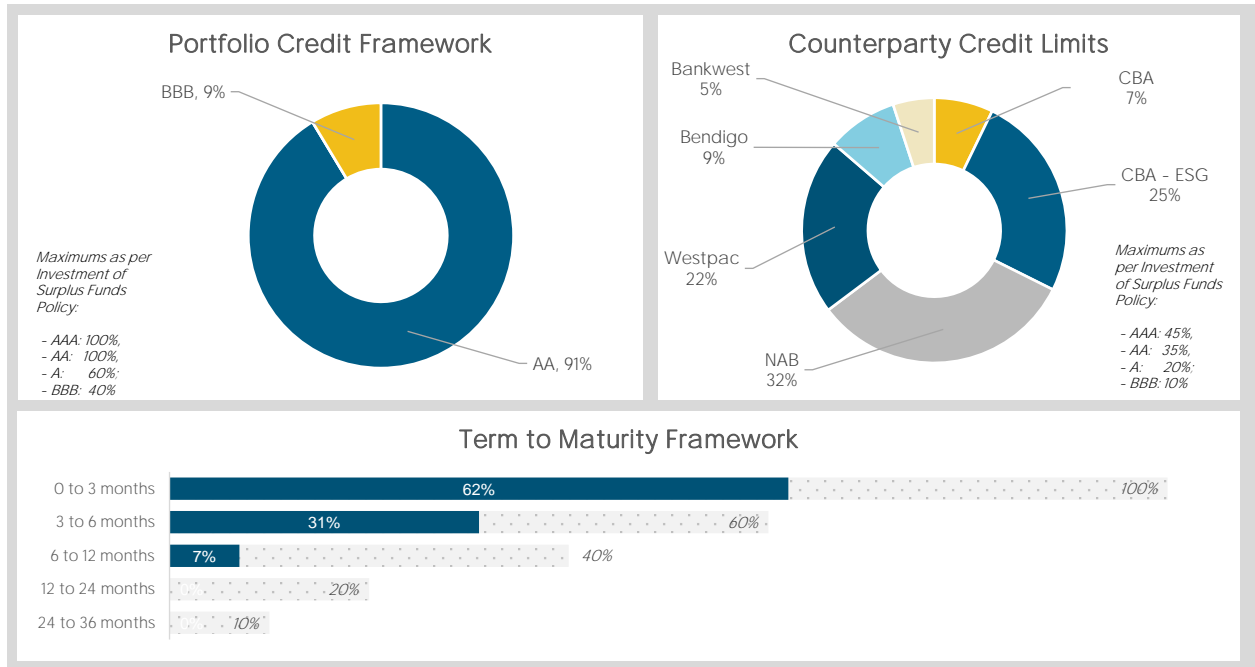
The Net Current Funding Position for the reporting period ending 31 Jan 2023 is ↑\$4.42m (17.30%) relative to the same period in FY21/22 and ↓\$368k (-1.44%) relative to the same period in FY20/21.

The year-on-year improvement in liquidity is attributable to increased revenue generated from rates, fees & charges and lower expenditure recorded under materials & contracts.

CITY OF ALBANY  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 31 JANUARY 2023

NOTE 3  
 CASH INVESTMENTS

Investment Type	Institution	S&P Rating	Interest Rate	Deposit Date	Maturity	Investment Term Category	Amount Invested (\$)	Expected Interest (\$)	
General Municipal	NAB	AA	3.55%	11-Oct-22	08-Feb-23	3 to 6 months	3,000,000	35,014	
General Municipal	Westpac	AA	2.85%	11-Oct-22	11-Feb-23	3 to 6 months	3,000,000	28,812	
General Municipal	CBA - ESG	AA	3.33%	25-Nov-22	24-Feb-23	0 to 3 months	5,500,000	45,662	
General Municipal	Bendigo	BBB	3.55%	15-Dec-22	15-Mar-23	0 to 3 months	2,000,000	17,507	
General Municipal	CBA - ESG	AA	3.61%	20-Dec-22	20-Mar-23	0 to 3 months	3,000,000	26,704	
General Municipal	Westpac	AA	3.05%	01-Nov-22	01-Apr-23	3 to 6 months	2,000,000	25,236	
General Municipal	CBA	AA	3.73%	12-Jan-23	12-Apr-23	0 to 3 months	3,000,000	27,592	
General Municipal	Bendigo	BBB	3.75%	13-Jan-23	13-Apr-23	0 to 3 months	2,000,000	18,493	
General Municipal	NAB	AA	3.93%	20-Sep-22	18-Apr-23	6 to 12 months	3,000,000	67,833	
General Municipal	CBA	AA	4.05%	19-Jan-23	18-Apr-23	0 to 3 months	2,000,000	19,751	
							<b>28,500,000</b>	<b>312,603</b>	
Restricted	Bendigo	BBB	2.45%	09-May-22	03-Feb-23	6 to 12 months	2,000,000	36,247	
Restricted	CBA - ESG	AA	3.28%	10-Nov-22	10-Feb-23	0 to 3 months	2,000,000	16,535	
Restricted	NAB	AA	3.70%	21-Nov-22	20-Feb-23	0 to 3 months	6,500,000	59,960	
Restricted	Bankwest	AA	2.80%	26-Oct-22	27-Feb-23	3 to 6 months	3,500,000	33,293	
Restricted	NAB	AA	3.80%	08-Dec-22	08-Mar-23	0 to 3 months	6,000,000	56,219	
Restricted	NAB	AA	3.85%	28-Dec-22	28-Mar-23	0 to 3 months	4,000,000	37,973	
Restricted	CBA - ESG	AA	3.72%	06-Jan-23	06-Apr-23	0 to 3 months	7,000,000	64,208	
Restricted	Westpac	AA	3.10%	09-Nov-22	09-Apr-23	3 to 6 months	2,000,000	25,649	
Restricted	Westpac	AA	3.70%	12-Dec-22	12-Apr-23	3 to 6 months	3,000,000	36,797	
Restricted	Westpac	AA	4.00%	30-Jan-23	30-May-23	3 to 6 months	5,000,000	65,753	
							<b>41,000,000</b>	<b>432,635</b>	
<b>Weighted Average Interest Rate:</b>			<b>3.55%</b>				<b>Total:</b>	<b>69,500,000</b>	<b>745,238</b>



**COMMENTS:**

Year-on-year movement in cash investment portfolio:

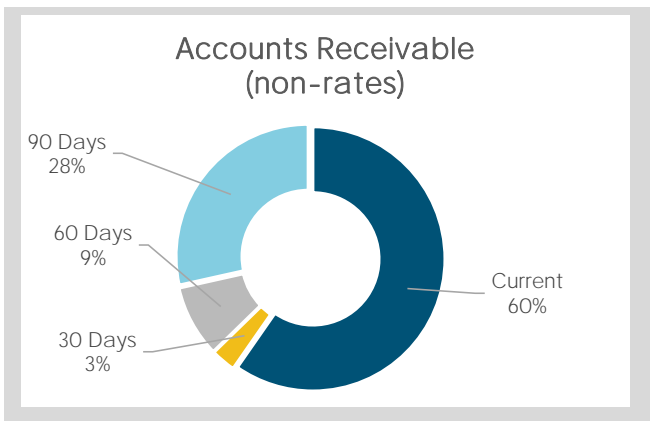
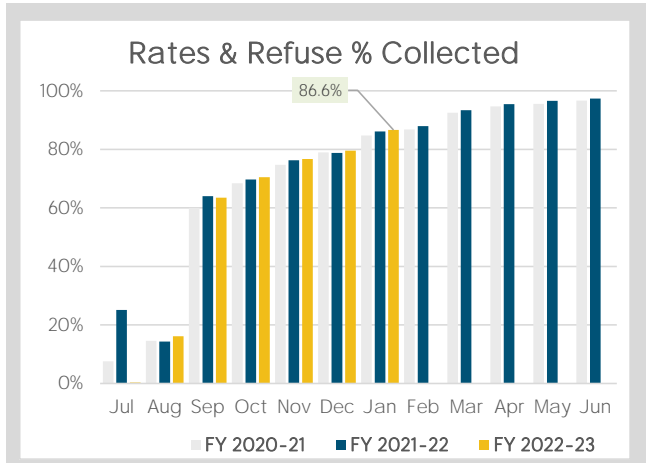
	FY22/23	FY21/22	\$ MVT	% MVT
Municipal	\$28.5m	\$23.0m	\$5.5m	23.91%
Reserve	\$41.0m	\$36.0m	\$5.0m	13.89%
<b>Total</b>	<b>\$69.5m</b>	<b>\$59.0m</b>	<b>\$10.5m</b>	<b>17.80%</b>
Average Return	<b>3.55%</b>	<b>0.37%</b>		<b>3.19%</b>

No significant matters noted.

CITY OF ALBANY  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 31 JANUARY 2023

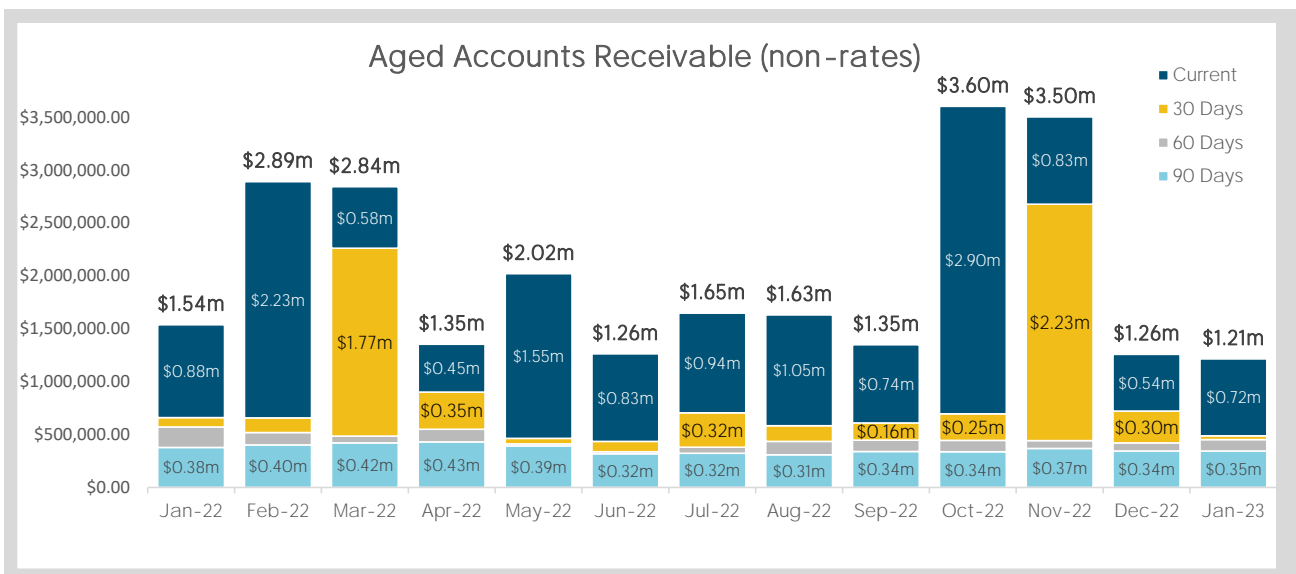
NOTE 4  
 RECEIVABLES

Rates & Refuse % Collected	\$
Opening Arrears Previous Years	1,361,272
Rates Levied	42,111,035
Refuse Levied	8,252,980
ESL Levied	4,205,785
Other Charges Levied	312,751
<b>Amount Levied</b>	<b>56,243,824</b>
(Less): Collections	(48,713,706)
<b>Total Rates &amp; Charges Collectable</b>	<b>7,530,117</b>
<i>% Collected</i>	<i>86.6%</i>



Accounts Receivable (non-rates)	\$	%
Current	724,106	60%
30 Days	36,718	3%
60 Days	106,860	9%
90 Days	345,676	28%
<b>Total</b>	<b>1,213,360</b>	<b>100%</b>

*Amounts shown above include GST (where applicable)*

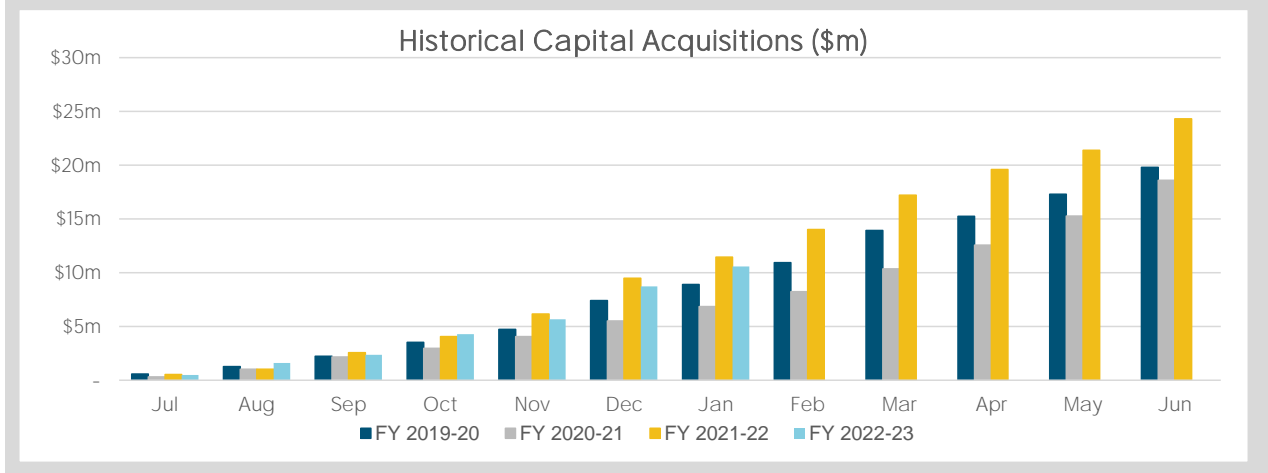
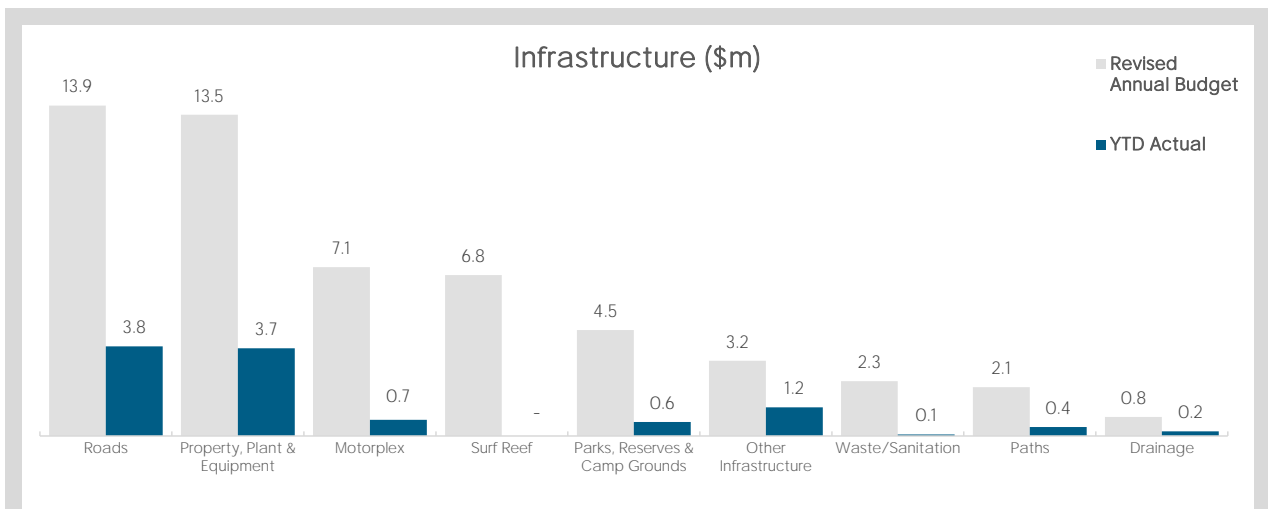


**COMMENTS:**  
 No significant matters noted.

CITY OF ALBANY  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 31 JANUARY 2023

NOTE 5  
 CAPITAL ACQUISITIONS

Capital Acquisitions	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	\$	%	
Roads	14,583,223	13,931,230	9,245,455	<b>3,777,127</b>	(5,468,328)	(59%)	▼
Property, Plant & Equipment	13,831,810	13,539,999	5,587,845	<b>3,696,551</b>	(1,891,294)	(34%)	▼
Motorplex	7,119,502	7,117,125	2,642,640	<b>683,265</b>	(1,959,375)	(74%)	▼
Surf Reef	6,781,998	6,781,998	1,129,881	<b>0</b>	(1,129,881)	(100%)	▼
Parks, Reserves & Camp Grounds	4,788,031	4,461,621	2,941,258	<b>587,422</b>	(2,353,836)	(80%)	▼
Other Infrastructure	3,467,697	3,170,829	2,252,943	<b>1,205,315</b>	(1,047,628)	(47%)	▼
Waste/Sanitation	2,310,605	2,310,198	1,015,952	<b>66,661</b>	(949,291)	(93%)	▼
Paths	2,515,590	2,058,000	1,366,067	<b>374,947</b>	(991,120)	(73%)	▼
Drainage	842,256	804,923	440,314	<b>192,078</b>	(248,236)	(56%)	▼
<b>Total Capital Acquisitions</b>	<b>56,240,712</b>	<b>54,175,923</b>	<b>26,622,355</b>	<b>10,583,367</b>	<b>(16,038,988)</b>	<b>(60%)</b>	<b>▼</b>



**COMMENTS:**  
 Total Capital Acquisitions of \$10.58m for the period ending 31 Jan 2023 are ↓\$869k (-8.22%) compared to the equivalent reporting period in FY21/22 where total Capital Acquisitions recorded were \$11.45m.  
 YTD Budget of \$26.62m vs Actual \$10.58m (↓\$16.04m or -60.25%) is partially addressed in the December Budget Review (CCS 506). Major variances which are predominantly due to budget phasing against project timing are likely to persist throughout the remainder of the reporting period.

**CITY of ALBANY**  
**TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS**  
**FOR THE PERIOD ENDING 31 JANUARY 2023**

**CREDIT CARD TRANSACTIONS**

<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
13/01/2023	SP MINUS 18	Pronoun Badges	\$ 75.00
13/01/2023	SURVEYMONK	Annual Subscription	\$ 384.00
16/01/2023	NESPRESSO	Coffee Pods	\$ 237.00
18/01/2023	SIX DEGREES ALBANY	Refreshments - A Sharpe, N Watson, P Camins & M Gilfellon - Shire of Bridgetown-Greenbushes	\$ 48.00
18/01/2023	SIX DEGREES ALBANY	Lunch - A Sharpe, N Watson, P Camins & M Gilfellon - Shire of Bridgetown-Greenbushes	\$ 232.00
19/01/2023	DOME ALBANY	Refreshments - A Sharpe, Deputy Mayor S Smith & Mayor D Wellington	\$ 16.35
24/01/2023	HILTON GARDEN INN ALBANY	Accommodation - Australia Day Ambassador	\$ 262.89
24/01/2023	HILTON GARDEN INN ALBANY	Accommodation - Australia Day Ambassador	\$ 262.89
12/01/2023	DEPARTMENT OF PRIMARY PERTH	Registration - Rangers Team	\$ 76.50
12/01/2023	REGIONAL EXPRESS	Flights - Cost to be Recouped	\$ 440.66
12/01/2023	QUEST SOUTH PERTH FORESHORE	Accommodation - C Fasolo & K Cooper - Cruise Meeting - Cost to be Recouped	\$ 489.00
13/01/2023	FLIGHTWARE LLC	Commercial Data Report	\$ 654.41
13/01/2023	INTERNATIONAL TRANSACTION FEE	International Transaction Fee	\$ 16.36
19/01/2023	SAI GLOBAL	Matterport Floorplan bundle	\$ 157.15
23/01/2023	ASIC	Business Name Renewal - National Anzac Centre	\$ 92.00
24/01/2023	REGIONAL EXPRESS	Flights - S Van Nierop - Finance Conference	\$ 406.76
02/01/2023	GOOGLE ADS	National Anzac Centre - Advertising	\$ 1.34
04/01/2023	REZDY	Monthly Subscription - Rezdy - National Anzac Centre	\$ 277.75
05/01/2023	MAILCHIMP	Monthly Marketing Plan - Communications	\$ 770.41
07/01/2023	FACEBOOK	Advertising	\$ 122.88
08/01/2023	SOUNDTRACK YOUR BRAND	Albany Leisure & Aquatic Centre - Monthly Subscription - Music Service	\$ 37.18
08/01/2023	INTERNATIONAL TRANSACTION FEE	International Transaction Fee	\$ 0.93
08/01/2023	WIX	Premium Events Calendar Subscription - National Anzac Centre Website	\$ 7.30
11/01/2023	PSA RADICAL FITNESS	Albany Leisure & Aquatic Centre - Monthly Subscription - Music Service - KIMAX	\$ 19.95
12/01/2023	KATES PLACE	Meeting Expense - N Watson & J Gardner - GSDC	\$ 14.80
17/01/2023	DEPARTMENT OF RACING	Occasional Liquor Licence - Albany Town Hall - WA Women in Jazz	\$ 57.00
17/01/2023	ZOOBEAN	1 of 3 Year license for Beanstack Reading Program until Nov 2023 - Library	\$ 2,010.36
17/01/2023	INTERNATIONAL TRANSACTION FEE	International Transaction Fee	\$ 50.26
18/01/2023	ANACONDA	Gift Voucher - School Activity Program - Community Development	\$ 25.00
19/01/2023	WA NEWS	Image Purchase - Museum Display - Albany Heritage Park	\$ 284.90
20/01/2023	REGIONAL EXPRESS	Flights - K Baker & A Patching - WA Museum Visit - NAC	\$ 1,337.76
20/01/2023	REZDY	Rezdy Booking Account - Albany Visitors Centre	\$ 16.76
21/01/2023	WIX	Monthly Subscription - City of Albany Events App Charge	\$ 7.41
23/01/2023	THREE ANCHORS	Meeting Expense - N Watson & F Van Der Horst	\$ 10.07

**CITY of ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 31 JANAUARY 2023**

**CREDIT CARD TRANSACTIONS**

<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
23/01/2023	HAZ BEANZ	Meeting Expense - N Watson & L Condon	\$ 7.50
23/01/2023	CAFÉ ESPRESSO ONE	Meeting Expense - N Watson & D Dymond - Albany Entertainment Centre	\$ 10.00
24/01/5023	CAFÉ ESPRESSO ONE	Meeting Expense - N Watson & T Flett	\$ 10.00
25/01/2023	REGIONAL EXPRESS	Flights - S Majidi - PLWA Meeting	\$ 593.56
25/01/2023	ZOOM	Monthly Charge - Zoom Conferencing & Webinar - Corporate Services	\$ 181.94
31/12/2022	WIX	Premium Membership Subscription - Great Southern Creative Exchange Website	\$ 32.79
31/12/2022	INTERNATIONAL TRANSACTION FEE	International Transaction Fee	\$ 0.82
06/01/2023	DROPBOX	Business Standard Plan	\$ 302.50
13/01/2023	SKYMESH	Monthly fee for Cape Riche Internet Service	\$ 54.95
24/01/2023	ASIC	ASIC Company Search	\$ 9.00
			<b>\$ 10,106.09</b>

**CITY of ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 FEBRUARY 2023**

**PAYROLL TRANSACTIONS**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
16/01/2023	Superannuation	\$ 142,161.31
25/01/2023	Salaries	\$ 741,980.54
27/01/2023	Superannuation	\$ 141,005.24
31/01/2023	Salaries	\$ 1,862.07
09/02/2023	Salaries	\$ 725,811.41
15/02/2023	Superannuation	\$ 145,413.50
		<b>\$ 1,898,234.07</b>

**CHEQUE TRANSACTIONS**

<b>DATE</b>	<b>CHEQUE NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
32768	08/02/2023 AUSTRALASIAN SOLICITORS PTY LTD TRUST ACCOUNT	Settlement Costs - Land Acquisition	\$ 26,000.00
32769	09/02/2023 ALBANY PLAZA PHARMACY	Medical Supplies	\$ 178.20
			<b>\$ 26,178.20</b>



**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 FEBRUARY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164569	02/02/2023	@THE POOLSIDE	Catering	\$ 230.65
EFT164765	09/02/2023	@THE POOLSIDE	Catering	\$ 625.70
EFT164328	19/01/2023	35 DEGREES SOUTH	Surveying Services	\$ 1,565.30
EFT164708	02/02/2023	4 STEEL SUPPLIES	Building Maintenance Supplies	\$ 30.00
EFT164908	09/02/2023	4 STEEL SUPPLIES	Building Maintenance Supplies	\$ 154.00
EFT164292	19/01/2023	56 SOUTH PTY LTD	Construction Services	\$ 11,055.00
EFT164302	19/01/2023	A BELL	Rates Refund	\$ 533.55
EFT164656	02/02/2023	A LACY	Rates Refund	\$ 1,500.00
EFT164746	09/02/2023	A OFFIN	Reusable Nappy Incentive	\$ 97.42
EFT164519	27/01/2023	A SEIDL	Refund	\$ 30.00
EFT164279	19/01/2023	ABBHEY'S EARTHMOVING SERVICES	Landscape Maintenance Services	\$ 2,973.00
EFT164741	09/02/2023	ABBHEY'S EARTHMOVING SERVICES	Landscape Maintenance Services	\$ 1,529.00
EFT164281	19/01/2023	AD CONTRACTORS PTY LTD	Plant And Equipment Hire C20016(A)	\$ 52,529.03
EFT164545	02/02/2023	AD CONTRACTORS PTY LTD	Plant And Equipment Hire C20016(A)	\$ 52,274.80
EFT164743	09/02/2023	AD CONTRACTORS PTY LTD	Plant And Equipment Hire C20016(A)	\$ 43,039.85
EFT164304	19/01/2023	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Traffic Management	\$ 1,480.88
EFT164282	19/01/2023	ADVERTISER PRINT	Printing Services	\$ 162.00
EFT164547	02/02/2023	ADVERTISER PRINT	Printing Services	\$ 513.00
EFT164744	09/02/2023	ADVERTISER PRINT	Printing Services	\$ 5,494.00
EFT164548	02/02/2023	AECAA PTY LTD	Vehicle Parts / Maintenance	\$ 153.12
EFT164354	19/01/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Parts And Repairs	\$ 1,393.09
EFT164643	02/02/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Parts And Repairs	\$ 1,693.79
EFT164831	09/02/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Parts And Repairs	\$ 3,341.91
EFT164798	09/02/2023	AL CURNOW HYDRAULICS	Vehicle Parts/ Maintenance	\$ 588.95
EFT164760	09/02/2023	ALBANY ALLSOILS LANDSCAPE SUPPLIES	Landscaping Supplies	\$ 785.00
EFT164761	09/02/2023	ALBANY ART CAFE & WORKSHOPS	Event Services / Supplies	\$ 1,445.00
EFT164559	02/02/2023	ALBANY ART GROUP INC	Artwork Sales	\$ 85.00
EFT164344	19/01/2023	ALBANY ASPHALT SERVICES	Asphalt Works C22011(A)	\$ 31,012.00
EFT164289	19/01/2023	ALBANY AUTO ONE	Vehicle Parts / Maintenance	\$ 789.00
EFT164448	27/01/2023	ALBANY AUTO ONE	Vehicle Parts / Maintenance	\$ 111.00
EFT164555	02/02/2023	ALBANY AUTO ONE	Vehicle Parts / Maintenance	\$ 430.00
EFT164752	09/02/2023	ALBANY AUTO ONE	Vehicle Parts / Maintenance	\$ 492.20
EFT164450	27/01/2023	ALBANY AUTOS	Vehicle Purchase P22010	\$ 35,832.38
EFT164316	19/01/2023	ALBANY CARWASH OPERATIONS	Car Wash Tokens	\$ 135.00

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 FEBRUARY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164665	02/02/2023	ALBANY CITY MOTORS	Vehicle Parts / Maintenance	\$ 2,115.12
EFT164853	09/02/2023	ALBANY CITY MOTORS	Vehicle Parts / Maintenance	\$ 329.56
EFT164291	19/01/2023	ALBANY COMMUNITY FOUNDATION	Payroll deductions	\$ 5.00
EFT164449	27/01/2023	ALBANY COMMUNITY FOUNDATION	Payroll deductions	\$ 5.00
EFT164286	19/01/2023	ALBANY COMMUNITY HOSPICE	Payroll deductions	\$ 15.00
EFT164446	27/01/2023	ALBANY COMMUNITY HOSPICE	Payroll deductions	\$ 10.00
EFT164751	09/02/2023	ALBANY COMMUNITY RADIO T/AS GREAT SOUTHERN	Advertising	\$ 404.80
EFT164336	19/01/2023	ALBANY ENGINEERING COMPANY	Plant Parts And Repairs / Hardware Supplies	\$ 2,178.00
EFT164809	09/02/2023	ALBANY ENGINEERING COMPANY	Plant Parts And Repairs / Hardware Supplies	\$ 654.49
EFT164852	09/02/2023	ALBANY EVENT HIRE	Event Hire	\$ 17,292.25
EFT164558	02/02/2023	ALBANY FORMWORK	Plant and Equipment Hire	\$ 4,180.00
EFT164551	02/02/2023	ALBANY INDOOR PLANT HIRE AND SALES	Hire Of Indoor Plants	\$ 492.80
EFT164560	02/02/2023	ALBANY IRRIGATION & DRILLING	Irrigation Parts / Maintenance	\$ 7,642.30
EFT164758	09/02/2023	ALBANY IRRIGATION & DRILLING	Irrigation Parts / Maintenance	\$ 1,647.22
EFT164284	19/01/2023	ALBANY IT	IT Services	\$ 1,392.18
EFT164288	19/01/2023	ALBANY LANDSCAPE SUPPLIES	Landscaping Supplies	\$ 770.00
EFT164557	02/02/2023	ALBANY LASERSCAPE	Laserscape Event Sessions	\$ 1,350.00
EFT164755	09/02/2023	ALBANY LASERSCAPE	Laserscape Event Sessions	\$ 1,100.00
EFT164421	19/01/2023	ALBANY LOCK & SECURITY	Locksmith / Security Services PSP008-010	\$ 3,192.19
EFT164526	27/01/2023	ALBANY LOCK & SECURITY	Locksmith / Security Services PSP008-010	\$ 2,723.32
EFT164710	02/02/2023	ALBANY LOCK & SECURITY	Locksmith / Security Services PSP008-010	\$ 381.60
EFT164911	09/02/2023	ALBANY LOCK & SECURITY	Locksmith / Security Services PSP008-010	\$ 9,754.92
EFT164757	09/02/2023	ALBANY MILK DISTRIBUTORS	Milk Delivery	\$ 656.66
EFT164387	19/01/2023	ALBANY NEWS DELIVERY	Newspaper Delivery	\$ 84.04
EFT164509	27/01/2023	ALBANY NEWS DELIVERY	Newspaper Delivery	\$ 90.24
EFT164678	02/02/2023	ALBANY NEWS DELIVERY	Newspaper Delivery	\$ 91.53
EFT164865	09/02/2023	ALBANY NEWS DELIVERY	Newspaper Delivery	\$ 125.68
EFT164290	19/01/2023	ALBANY OFFICE PRODUCTS DEPOT	Office Supplies / Stationery	\$ 1,995.10
EFT164556	02/02/2023	ALBANY OFFICE PRODUCTS DEPOT	Office Supplies / Stationery	\$ 316.10
EFT164754	09/02/2023	ALBANY OFFICE PRODUCTS DEPOT	Office Supplies / Stationery	\$ 7,316.57
EFT164750	09/02/2023	ALBANY PANEL BEATERS AND SPRAY PAINTERS	Vehicle Repair Services	\$ 300.00
EFT164512	27/01/2023	ALBANY PLUMBING AND GAS	Plumbing Services / Supplies C21006	\$ 160.15
EFT164686	02/02/2023	ALBANY PLUMBING AND GAS	Plumbing Services / Supplies C21006	\$ 765.50
EFT164880	09/02/2023	ALBANY PLUMBING AND GAS	Plumbing Services / Supplies C21006	\$ 1,190.25

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 FEBRUARY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164756	09/02/2023	ALBANY QUALITY LAWNMOWING	Lawn Mowing Services	\$ 130.00
EFT164384	19/01/2023	ALBANY RADIO COMMUNICATIONS	Communication Equipment	\$ 1,740.26
EFT164759	09/02/2023	ALBANY RECORDS MANAGEMENT	Storage Services	\$ 1,740.15
EFT164287	19/01/2023	ALBANY RETRAVISION	IT Equipment	\$ 248.00
EFT164553	02/02/2023	ALBANY RSL SUB BRANCH	Traffic Management Plan	\$ 385.00
EFT164554	02/02/2023	ALBANY SCREENPRINTERS	Printing Of Shirts	\$ 2,397.00
EFT164326	19/01/2023	ALBANY SIGNS	Signage / Printing Services	\$ 896.50
EFT164599	02/02/2023	ALBANY SIGNS	Signage / Printing Services	\$ 1,276.00
EFT164795	09/02/2023	ALBANY SIGNS	Signage / Printing Services	\$ 308.00
EFT164447	27/01/2023	ALBANY SPEEDWAY CLUB INC	Regional Events Sponsorship	\$ 13,200.00
EFT164749	09/02/2023	ALBANY SWEEP CLEAN	Sweeping Services	\$ 10,579.00
EFT164561	02/02/2023	ALBANY TANKS	Supply And Deliver Water	\$ 800.00
EFT164285	19/01/2023	ALBANY TOYOTA	Vehicle Parts / Maintenance	\$ 803.53
EFT164445	27/01/2023	ALBANY TOYOTA	Vehicle Purchase P22026	\$ 72,638.87
EFT164747	09/02/2023	ALBANY TOYOTA	Vehicle Parts / Maintenance	\$ 683.99
EFT164723	02/02/2023	ALBANY TYREPOWER	Tyre Maintenance / Supply	\$ 6,844.10
EFT164922	09/02/2023	ALBANY TYREPOWER	Tyre Maintenance / Supply	\$ 1,086.60
EFT164748	09/02/2023	ALBANY V-BELT AND RUBBER	Vehicle Parts / Maintenance	\$ 1,751.58
EFT164562	02/02/2023	ALBANY WACKY GOLF	Event Hire Services	\$ 1,500.00
EFT164753	09/02/2023	ALBANY WINDOWS	Window Repairs	\$ 3,032.00
EFT164451	27/01/2023	ALINTA	Gas Charges	\$ 107.90
EFT164563	02/02/2023	ALINTA	Gas Charges	\$ 34.40
EFT164550	02/02/2023	ALBANY BRAKE AND CLUTCH	Vehicle Parts / Maintenance	\$ 13.00
EFT164475	27/01/2023	AMANDA CRUSE	Mayor And Councillor Allowance	\$ 3,001.67
EFT164565	02/02/2023	AMITY HEALTH LIMITED	EAP Services	\$ 209.00
EFT164762	09/02/2023	AMITY HEALTH LIMITED	EAP Services	\$ 148.50
EFT164589	02/02/2023	AMPOL AUSTRALIA PETROLEUM PTY LTD	Bulk Diesel	\$ 25,269.56
EFT164786	09/02/2023	AMPOL AUSTRALIA PETROLEUM PTY LTD	Bulk Diesel	\$ 28,884.32
EFT164785	09/02/2023	AMPOL LIMITED	Ampol Card Purchases	\$ 10,523.55
EFT164366	19/01/2023	AMY LOUISE KERR	Workshop Presentation	\$ 190.00
EFT164807	09/02/2023	ANGELA EDWARDS	Cleaning Services Q21020	\$ 1,697.00
EFT164295	19/01/2023	ANNETTE DAVIS	Review Services	\$ 490.00
EFT164692	02/02/2023	ARCHERY SKIRMISH & BUBBLE BASH SOCCER	Event Hire Services	\$ 4,300.00
EFT164764	09/02/2023	ARDESS NURSERY	Plant Supplies	\$ 592.85

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 FEBRUARY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164297	19/01/2023	ATC WORK SMART	Casual Labour / Apprentices	\$ 11,443.44
EFT164452	27/01/2023	ATC WORK SMART	Casual Labour / Apprentices	\$ 10,394.45
EFT164568	02/02/2023	ATC WORK SMART	Casual Labour / Apprentices	\$ 26,702.64
EFT164661	02/02/2023	AUS LOCALS PTY LTD TRADING AS THE LOCALS	Stock Items - Visitor Centre	\$ 390.47
EFT164767	09/02/2023	AUSCOINSWEST	Stock Items - Forts Store	\$ 1,280.40
EFT164437	19/01/2023	AUSSIE BROADBAND LIMITED	Internet Services	\$ 656.00
EFT164280	19/01/2023	AUSSIE BUSH CABINS PTY LTD	Refund	\$ 346.01
EFT164453	27/01/2023	AUSTRALIA POST	Postage	\$ 5,983.64
EFT164766	09/02/2023	AUSTRALIA POST	Postage	\$ 1,959.47
EFT164763	09/02/2023	APARC	Monthly Service Cost	\$ 42.50
EFT164299	19/01/2023	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	\$ 1,565.80
EFT164455	27/01/2023	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	\$ 1,539.90
EFT164298	19/01/2023	AUSTRALIAN TAXATION OFFICE	Payroll deductions	\$ 226,263.35
EFT164454	27/01/2023	AUSTRALIAN TAXATION OFFICE	Payroll deductions	\$ 224,977.51
EFT164570	02/02/2023	AUSTRALIAN TAXATION OFFICE	Payroll deductions	\$ 560.00
EFT164564	02/02/2023	B ALLEN	Rates Refund	\$ 149.80
EFT164773	09/02/2023	B O'MEARA	Staff Reimbursement	\$ 60.50
EFT164778	09/02/2023	B TOGHER	Refund	\$ 30.00
EFT164768	09/02/2023	BADGEMATE	Badge Printing Services	\$ 86.14
EFT164456	27/01/2023	BAKERS FOOD & FUEL	Refreshments - Bush Fire Event	\$ 2,050.24
EFT164571	02/02/2023	BAKERS FOOD & FUEL	Refreshments - Bush Fire Event	\$ 641.18
EFT164769	09/02/2023	BAKERS FOOD & FUEL	Refreshments - Bush Fire Event	\$ 483.98
EFT164770	09/02/2023	BARRICADES MEDIA PTY LTD	Advertising	\$ 1,406.00
EFT164301	19/01/2023	BATTERY WORLD	Plant Parts	\$ 236.95
EFT164574	02/02/2023	BELL ART AUSTRALIA	Stock Items - Visitor Centre	\$ 1,143.42
EFT164303	19/01/2023	BENNETTS BATTERIES	Plant Parts And Repairs	\$ 228.80
EFT164575	02/02/2023	BENNETTS BATTERIES	Plant Parts And Repairs	\$ 924.00
EFT164772	09/02/2023	BENNETTS BATTERIES	Plant Parts And Repairs	\$ 132.00
EFT164508	27/01/2023	BEST ELECTRICAL ALBANY PTY LTD	Plant Parts And Repairs	\$ 561.50
EFT164460	27/01/2023	BETHEL CHRISTIAN SCHOOL INCORPORATED	Refund	\$ 1,740.00
EFT164577	02/02/2023	BETTER WORLD ARTS PTY LTD	Stock Items - Forts Store	\$ 807.31
EFT164578	02/02/2023	BIBBULMUN TRACK FOUNDATION	Stock Items - Visitor Centre	\$ 416.70
EFT164486	27/01/2023	BILL GIBBS EXCAVATIONS	Plant And Equipment Hire	\$ 27,472.50
EFT164307	19/01/2023	BLOOMIN FLOWERS SPENCER PARK	Flowers	\$ 335.00

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164308	19/01/2023	BOC GASES AUSTRALIA LIMITED	Container Hire	\$ 109.44
EFT164775	09/02/2023	BOND ELECTRICS	6 Monthly Service - Airport Conveyor	\$ 6,044.50
EFT164776	09/02/2023	BOOKEASY AUSTRALIA PTY LTD	Bookeasy Fees	\$ 970.44
EFT164309	19/01/2023	BP BIRD PLUMBING & GAS PTY LTD	Service Oil Separator	\$ 122.50
EFT164777	09/02/2023	BP BIRD PLUMBING & GAS PTY LTD	Service Oil Separator	\$ 125.00
EFT164682	02/02/2023	BRAYDEN JOHN PARKER	Garden Maintenance	\$ 520.00
EFT164583	02/02/2023	BREAKSEA INCORPORATED	Regional Events Sponsorship	\$ 12,000.00
EFT164310	19/01/2023	BROOKS HIRE SERVICE PTY LTD	Plant And Equipment Hire	\$ 117.15
EFT164584	02/02/2023	BROOKS HIRE SERVICE PTY LTD	Plant And Equipment Hire	\$ 424.91
EFT164662	02/02/2023	BUCHER MUNICIPAL PTY LTD	Vehicle Parts / Maintenance	\$ 62.68
EFT164311	19/01/2023	BUILDING & CONSTRUCTION INDUSTRY	BCITF Levy Payments	\$ 8,349.85
EFT164779	09/02/2023	BUILDING & CONSTRUCTION INDUSTRY	BCITF Levy Payments	\$ 3,277.90
EFT164462	27/01/2023	BULLET GLASS COMPANY	Stock Items - Forts Store	\$ 197.00
EFT164585	02/02/2023	BULLET GLASS COMPANY	Stock Items - Forts Store	\$ 1,995.00
EFT164781	09/02/2023	BULLIVANTS HANDLING SAFETY	Inspection Services	\$ 3,689.08
EFT164313	19/01/2023	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$ 435.84
EFT164463	27/01/2023	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$ 256.75
EFT164586	02/02/2023	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$ 1,912.20
EFT164782	09/02/2023	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$ 1,498.36
EFT164587	02/02/2023	BUNNS VINEYARD	Refreshments	\$ 325.50
EFT164783	09/02/2023	C & C MACHINERY CENTRE	Hardware Supplies / Tools	\$ 775.20
EFT164588	02/02/2023	CABCHARGE PAYMENTS PTY LTD	Cab Fares	\$ 90.25
EFT164314	19/01/2023	CALIBRE CARE	Annual Service	\$ 300.00
EFT164315	19/01/2023	CAMLYN SPRINGS	Water Refills	\$ 270.00
EFT164590	02/02/2023	CARICATURES BY TEL	Entertainment Services	\$ 1,490.00
EFT164593	02/02/2023	CENTENNIAL STADIUM INC	Electricity Charges	\$ 195.37
EFT164318	19/01/2023	CENTIGRADE SERVICES PTY LTD	Maintenance Services C21008	\$ 14,498.11
EFT164466	27/01/2023	CENTIGRADE SERVICES PTY LTD	Maintenance Services C21008	\$ 22,624.13
EFT164592	02/02/2023	CENTIGRADE SERVICES PTY LTD	Maintenance Services C21008	\$ 10,750.94
EFT164788	09/02/2023	CENTIGRADE SERVICES PTY LTD	Maintenance Services C21008	\$ 5,303.95
EFT164329	19/01/2023	CGS QUALITY CLEANING	Cleaning Services C20008 / C14036	\$ 14,120.33
EFT164801	09/02/2023	CGS QUALITY CLEANING	Cleaning Services C20008 / C14036	\$ 45,800.16
EFT164594	02/02/2023	CHADSON ENGINEERING PTY LTD	Parts / Maintenance	\$ 2,068.00
EFT164789	09/02/2023	CHESTERPASS LUNCH BAR	Catering	\$ 132.80

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164319	19/01/2023	CHILD SUPPORT AGENCY	Payroll deductions	\$ 668.09
EFT164468	27/01/2023	CHILD SUPPORT AGENCY	Payroll deductions	\$ 668.09
EFT164320	19/01/2023	CHILDREN'S BOOK COUNCIL OF AUSTRALIA	Annual Membership CBCWA	\$ 75.00
EFT164531	27/01/2023	CHRIS THOMSON	Mayor And Councillor Allowance	\$ 3,001.67
EFT164469	27/01/2023	CINEFEST OZ	Funding Payment	\$ 27,500.00
EFT164791	09/02/2023	CITY OF WANNEROO	Peer Review Services	\$ 3,031.47
EFT164321	19/01/2023	CIVIL & STRUCTURAL ENGINEERS	Site Inspection	\$ 3,140.50
EFT164595	02/02/2023	CLARK EQUIPMENT SALES PTY LTD	Vehicle Parts / Maintenance	\$ 1,635.46
EFT164790	09/02/2023	CLAUDIA SIMPSON	Professional Services	\$ 975.00
EFT164322	19/01/2023	CLEANAWAY PTY LIMITED	Waste Disposal Services P14021 / P20020	\$ 994.51
EFT164470	27/01/2023	CLEANAWAY PTY LIMITED	Waste Disposal Services P14021 / P20020	\$ 243,231.58
EFT164596	02/02/2023	CLEANAWAY PTY LIMITED	Waste Disposal Services P14021 / P20020	\$ 72,217.59
EFT164792	09/02/2023	CLEANAWAY PTY LIMITED	Waste Disposal Services P14021 / P20020	\$ 4,700.76
EFT164597	02/02/2023	CLIMATECLEVER	Partnership Program Fee	\$ 935.00
EFT164552	02/02/2023	COASTAL CRANES ALBANY	Plant And Equipment Hire	\$ 379.50
EFT164793	09/02/2023	COATES HIRE OPERATIONS PTY LIMITED	Plant And Equipment Hire	\$ 165.33
EFT164323	19/01/2023	COHERA-TECH PTY LTD	Subscription Renewal	\$ 500.00
EFT164324	19/01/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	\$ 337.95
EFT164471	27/01/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	\$ 27.39
EFT164598	02/02/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	\$ 274.34
EFT164794	09/02/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	\$ 28.30
EFT164784	09/02/2023	COMMERCIAL AQUATICS AUSTRALIA (WA)	Preventative Maintenance Q22028	\$ 10,252.00
EFT164325	19/01/2023	COMMON GROUND TRAILS PTY LTD	Design Services	\$ 671.00
EFT164796	09/02/2023	CREATIONS HOMES PTY LTD	Construction Services C21015	\$ 24,072.50
EFT164327	19/01/2023	D & K ENGINEERING	Fabrication Services	\$ 4,260.97
EFT164601	02/02/2023	D & K ENGINEERING	Fabrication Services	\$ 8,664.51
EFT164799	09/02/2023	D & K ENGINEERING	Fabrication Services	\$ 3,808.20
EFT164546	02/02/2023	D ADELINE	Staff Reimbursement	\$ 9.99
EFT164625	02/02/2023	D GODDARD	Rates Refund	\$ 876.47
EFT164800	09/02/2023	D MADDAMS	Refund	\$ 102.00
EFT164714	02/02/2023	D TADJ	Rates Refund	\$ 18,062.60
EFT164293	19/01/2023	DA CHRISTIE PTY LTD	Subscription Fee	\$ 3,162.72
EFT164603	02/02/2023	DATACOM SYSTEMS (AU) PTY LTD	Software Subscription	\$ 2,650.09
EFT164502	27/01/2023	DAVID LEECH	Stock Items - Forts Store	\$ 300.00

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164657	02/02/2023	DAVID LEECH	Stock Items - Forts Store	\$ 207.00
EFT164474	27/01/2023	DELMA BAESJOU	Mayor And Councillor Allowance	\$ 3,001.67
EFT164549	02/02/2023	DELTA AGRIBUSINESS PTY LTD	Fuel	\$ 70.39
EFT164745	09/02/2023	DELTA AGRIBUSINESS PTY LTD	Fuel	\$ 152.38
EFT164283	19/01/2023	DELTA AGRIBUSINESS PTY LTD	Refreshments	\$ 597.20
EFT164394	19/01/2023	DELTA AGRIBUSINESS T/A PETER GRAHAM CO	Hardware Supplies / Tools	\$ 1,529.80
EFT164684	02/02/2023	DELTA AGRIBUSINESS T/A PETER GRAHAM CO	Hardware Supplies / Tools	\$ 3,117.72
EFT164875	09/02/2023	DELTA AGRIBUSINESS T/A PETER GRAHAM CO	Hardware Supplies / Tools	\$ 10,340.52
EFT164539	27/01/2023	DENNIS WELLINGTON	Mayor And Councillor Allowance	\$ 12,020.93
EFT164606	02/02/2023	DEPARTMENT OF BIODIVERSITY CONSERVATION	Park Pass Sales	\$ 2,237.13
EFT164803	09/02/2023	DEPARTMENT OF BIODIVERSITY CONSERVATION	Park Pass Sales	\$ 1,055.29
EFT164312	19/01/2023	DEPARTMENT OF MINES, INDUSTRY REG	BSL Levy Collected	\$ 14,968.49
EFT164780	09/02/2023	DEPARTMENT OF MINES, INDUSTRY REG	BSL Levy Collected	\$ 8,769.48
EFT164477	27/01/2023	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	DAP / Lease Expenses	\$ 367.68
EFT164605	02/02/2023	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	DAP / Lease Expenses	\$ 8,977.00
EFT164415	19/01/2023	DEPARTMENT OF THE PREMIER & CABINET	Advertising	\$ 93.60
EFT164331	19/01/2023	DEPARTMENT OF TRANSPORT	Disclosure Of Information Fees	\$ 73.80
EFT164936	09/02/2023	DIANNE LYN WOLFER	Stock Items - Library	\$ 27.00
EFT164607	02/02/2023	DISCOVERY BAY TOURISM PRECINCT LTD	REZDY Tours	\$ 102.00
EFT164333	19/01/2023	DJL ELECTRICAL CONTRACTING	Electrical / Testing and Tagging Services Q21057	\$ 1,173.15
EFT164478	27/01/2023	DJL ELECTRICAL CONTRACTING	Electrical / Testing and Tagging Services Q21057	\$ 6,155.95
EFT164608	02/02/2023	DJL ELECTRICAL CONTRACTING	Electrical / Testing and Tagging Services Q21057	\$ 552.20
EFT164805	09/02/2023	DJL ELECTRICAL CONTRACTING	Electrical / Testing and Tagging Services Q21057	\$ 1,951.36
EFT164610	02/02/2023	DOMINO'S PIZZA	Refreshments	\$ 247.34
EFT164806	09/02/2023	DYLAN'S ON THE TERRACE	Catering	\$ 2,462.70
EFT164334	19/01/2023	EASI PACKAGING PTY LTD	Payroll deductions	\$ 11,103.20
EFT164479	27/01/2023	EASI PACKAGING PTY LTD	Payroll deductions	\$ 11,103.20
EFT164335	19/01/2023	EDEN GATE ESTATE	Stock Items - Visitor Centre	\$ 214.20
EFT164481	27/01/2023	ELLEKER PROGRESS & SPORTING ASS	Rural Community Halls Funding	\$ 5,000.00
EFT164480	27/01/2023	ELLEKER VOLUNTEER BUSHFIRE BRIGADE	Donation Towards Services	\$ 200.00
EFT164482	27/01/2023	EMERG SOLUTIONS PTY LTD	Annual Fee	\$ 165.00
EFT164513	27/01/2023	EMMA MARGARET POLETTE	Workshop Delivery	\$ 180.00
EFT164611	02/02/2023	ENVISION WARE PTY LTD	Software / Setup Services	\$ 2,088.90
EFT164337	19/01/2023	ERGOLINK	Industrial Chairs	\$ 725.60

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164338	19/01/2023	ERIC JOHN STEVENSON	Replica Firearm - Forts Display	\$ 300.00
EFT164339	19/01/2023	E-STRALIAN PTY LTD T/A SPARQUE	E-Bike Lease	\$ 584.33
EFT164612	02/02/2023	E-STRALIAN PTY LTD T/A SPARQUE	E-Bike Lease	\$ 584.33
EFT164340	19/01/2023	EVERTRANS	Vehicle Parts / Maintenance	\$ 6,160.00
EFT164613	02/02/2023	EYERITE SIGNS	Signage Maintenance / Supply	\$ 2,538.53
EFT164811	09/02/2023	EYERITE SIGNS	Signage Maintenance / Supply	\$ 12,246.08
EFT164615	02/02/2023	F E TECHNOLOGIES PTY LTD	IT Maintenance Services	\$ 943.80
EFT164715	02/02/2023	F TADJ	Rates Refund	\$ 2,890.05
EFT164483	27/01/2023	FARMERS CENTRE (1978) PTY LTD	Plant Parts And Supplies	\$ 439.06
EFT164614	02/02/2023	FARMERS CENTRE (1978) PTY LTD	Plant Parts And Supplies	\$ 25.00
EFT164491	27/01/2023	FIRST NATIONAL REAL ESTATE	Rental Charges	\$ 200.00
EFT164616	02/02/2023	FLEET FITNESS	Sports Equipment Maintenance Supplies	\$ 610.50
EFT164484	27/01/2023	FLEET NETWORK	Lease Charges	\$ 598.23
EFT164812	09/02/2023	FLEET NETWORK	Lease Charges	\$ 1,618.54
EFT164341	19/01/2023	FLIPS ELECTRICS	Electrical Services / Supplies	\$ 750.20
EFT164617	02/02/2023	FLIPS ELECTRICS	Electrical Services / Supplies	\$ 979.00
EFT164813	09/02/2023	FLOOD THE MOON	Performance Fee	\$ 500.00
EFT164485	27/01/2023	FLOURISH DESIGN BY MEL	Workshop Services	\$ 780.00
EFT164618	02/02/2023	FOUNDATION ELECTRICAL PTY LTD	Electrical Services	\$ 4,351.38
EFT164619	02/02/2023	FRANGIPANI FLORAL STUDIO	Flowers	\$ 87.00
EFT164620	02/02/2023	FRANKS LOADER SERVICES	Plant And Equipment Hire C22008(D)	\$ 9,792.55
EFT164814	09/02/2023	FRANKS LOADER SERVICES	Plant And Equipment Hire C22008(D)	\$ 15,037.54
EFT164342	19/01/2023	FRONTLINE FIRE & RESCUE EQUIPMENT	Safety Equipment	\$ 137.50
EFT164815	09/02/2023	FRONTLINE FIRE & RESCUE EQUIPMENT	Safety Equipment	\$ 1,793.31
EFT164878	09/02/2023	FULTON HOGAN INDUSTRIES	Road Resealing - Multiple Roads P22017	\$ 724,141.44
EFT164896	09/02/2023	G & L SHEETMETAL	Building Maintenance Materials	\$ 748.00
EFT164343	19/01/2023	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning / Hygiene Supplies / Services Q22034	\$ 3,429.23
EFT164818	09/02/2023	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Cleaning / Hygiene Supplies / Services Q22034	\$ 7,358.03
EFT164634	02/02/2023	G GREGSON	Rates Refund	\$ 598.34
EFT164348	19/01/2023	G GROSE	Rates Refund	\$ 1,700.00
EFT164427	19/01/2023	G TURNER	Staff Reimbursement	\$ 212.50
EFT164810	09/02/2023	GABRIEL EVANS	Workshops	\$ 550.00
EFT164816	09/02/2023	GIBSON INTERNATIONAL LTD	Maintenance Services	\$ 2,942.50
EFT164817	09/02/2023	GLASS SUPPLIERS	Replace Broken Window	\$ 563.00



**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164438	19/01/2023	GLENDA WILLIAMS	Welcome To Country	\$ 300.00
EFT164624	02/02/2023	GLOBAL MARINE ENCLOSURES PTY LTD	Annual Maintenance Fees C20011	\$ 6,420.00
EFT164487	27/01/2023	GRANDE FOOD SERVICE PTY LTD	Catering	\$ 142.60
EFT164822	09/02/2023	GREAT SOUTHERN BOUNDARIES	Fencing Supply And Install	\$ 4,774.00
EFT164349	19/01/2023	GREAT SOUTHERN HEAVY DIESEL	Vehicle Parts / Maintenance	\$ 2,846.25
EFT164635	02/02/2023	GREAT SOUTHERN HEAVY DIESEL	Vehicle Parts / Maintenance	\$ 3,542.00
EFT164823	09/02/2023	GREAT SOUTHERN HEAVY DIESEL	Vehicle Parts / Maintenance	\$ 8,349.00
EFT164633	02/02/2023	GREAT SOUTHERN LIQUID WASTE	Liquid Waste Disposal Services Q22009	\$ 3,277.50
EFT164821	09/02/2023	GREAT SOUTHERN LIQUID WASTE	Liquid Waste Disposal Services Q22009	\$ 848.00
EFT164346	19/01/2023	GREAT SOUTHERN PEST & WEED CONTROL	Pest Management Services Q21021	\$ 601.25
EFT164819	09/02/2023	GREAT SOUTHERN PEST & WEED CONTROL	Pest Management Services Q21021	\$ 1,166.25
EFT164347	19/01/2023	GREAT SOUTHERN SUPPLIES	Cleaning / Hygiene Supplies	\$ 3,808.65
EFT164488	27/01/2023	GREAT SOUTHERN SUPPLIES	Cleaning / Hygiene Supplies	\$ 318.70
EFT164631	02/02/2023	GREAT SOUTHERN SUPPLIES	Cleaning / Hygiene Supplies	\$ 986.12
EFT164820	09/02/2023	GREAT SOUTHERN SUPPLIES	Cleaning / Hygiene Supplies	\$ 15,994.08
EFT164300	19/01/2023	GREAT SOUTHERN TREE CARE PTY LTD	Vegetation Management Services C21005(B)	\$ 605.00
EFT164573	02/02/2023	GREAT SOUTHERN TREE CARE PTY LTD	Vegetation Management Services C21005(B)	\$ 3,248.00
EFT164632	02/02/2023	GREAT SOUTHERN TURF	Turf Supply Q21001	\$ 2,970.00
EFT164489	27/01/2023	GREEN MAN MEDIA PRODUCTIONS	Advertising	\$ 1,990.00
EFT164630	02/02/2023	GREEN RANGE COUNTRY CLUB INC	Drought Funding	\$ 7,710.70
EFT164345	19/01/2023	GREEN SKILLS INCORPORATED	Vegetation Management Services C22010(A)	\$ 9,156.23
EFT164628	02/02/2023	GREEN SKILLS INCORPORATED	Vegetation Management Services C22010(A)	\$ 4,844.72
EFT164524	27/01/2023	GREGORY BRIAN STOCKS	Mayor And Councillor Allowance	\$ 3,001.67
EFT164350	19/01/2023	GSM AUTO ELECTRICAL	Vehicle Parts / Maintenance	\$ 69.00
EFT164636	02/02/2023	GUAPA SUDAKA T/A PAELLA2U	Catering	\$ 1,280.00
EFT164685	02/02/2023	HANSON CONSTRUCTION MATERIALS PTY LTD	Concreting Supplies C22007	\$ 5,375.52
EFT164879	09/02/2023	HANSON CONSTRUCTION MATERIALS PTY LTD	Concreting Supplies C22007	\$ 1,701.82
EFT164638	02/02/2023	HAREWOOD ESTATE	Refreshments	\$ 201.60
EFT164639	02/02/2023	HAVOC BUILDERS PTY LTD	Building Services C21014	\$ 9,487.17
EFT164693	02/02/2023	SOUTH COAST COUNSELLING SERVICES	EAP Services	\$ 250.00
EFT164640	02/02/2023	HEALING HANDS WILDLIFE CARE	Community Development Grant	\$ 1,000.00
EFT164826	09/02/2023	HELEN MUNT	Heritage Advisory Services	\$ 2,073.50
EFT164873	09/02/2023	HELEN PARRY	Stock Items - Box Office	\$ 100.00
EFT164355	19/01/2023	HHG LEGAL GROUP	Legal Fees	\$ 330.00

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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164492	27/01/2023	HHG LEGAL GROUP	Legal Fees	\$ 2,704.96
EFT164644	02/02/2023	HHG LEGAL GROUP	Legal Fees	\$ 412.50
EFT164832	09/02/2023	HHG LEGAL GROUP	Legal Fees	\$ 3,535.40
EFT164353	19/01/2023	HIDEWOOD QUALITY PRINTERS	Printing Services	\$ 336.60
EFT164641	02/02/2023	HIDEWOOD QUALITY PRINTERS	Printing Services	\$ 251.90
EFT164828	09/02/2023	HOBBS PAINTING AND DECORATING	Painting Services / Supplies Q22023	\$ 30,426.00
EFT164797	09/02/2023	HOLCIM (AUSTRALIA) PTY LTD	Concrete Supplies / Products	\$ 2,282.28
EFT164830	09/02/2023	HOST CORPORATION PTY LTD	Lifting Equipment	\$ 770.00
EFT164352	19/01/2023	HOWARD HEEREY	Art Sales	\$ 190.54
EFT164833	09/02/2023	HUDSON SEWAGE SERVICES	Quarterly Maintenance	\$ 337.00
EFT164356	19/01/2023	IAP2	Staff Training	\$ 595.00
EFT164493	27/01/2023	ICS GROUP AUTO ELECTRICAL & AIR CONDITIONING	Plant Repairs	\$ 715.00
EFT164357	19/01/2023	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$ 7,270.43
EFT164494	27/01/2023	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$ 1,456.92
EFT164645	02/02/2023	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$ 7,200.90
EFT164358	19/01/2023	INSTITUTE OF PUBLIC WORKS ENGINEERING	Membership Renewal	\$ 1,089.00
EFT164495	27/01/2023	INTERFIRE AGENCIES PTY LTD	Fire Safety PPE	\$ 3,051.62
EFT164359	19/01/2023	IPAR REHABILITATION PTY LTD	Medical Services	\$ 328.90
EFT164646	02/02/2023	IPAR REHABILITATION PTY LTD	Medical Services	\$ 657.80
EFT164622	02/02/2023	ISAAC GAFFNEY	Performance Fee	\$ 700.00
EFT164360	19/01/2023	ISENTIA PTY LTD	Media Services Fee	\$ 935.00
EFT164647	02/02/2023	IVENTURE WA PTY LTD	ASC Pass Sales	\$ 233.70
EFT164457	27/01/2023	J & PM BARBOUR	Stock Items - Visitor Centre	\$ 268.65
EFT164317	19/01/2023	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services / Supplies C21004	\$ 8,591.80
EFT164465	27/01/2023	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services / Supplies C21004	\$ 1,236.02
EFT164591	02/02/2023	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services / Supplies C21004	\$ 6,879.27
EFT164787	09/02/2023	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services / Supplies C21004	\$ 53,977.55
EFT164651	02/02/2023	KINSHIP CLEANING CO	Cleaning Services	\$ 198.00
EFT164771	09/02/2023	J BARRETT	Refund	\$ 140.00
EFT164825	09/02/2023	J HAWKE	Rates Refund	\$ 1,867.62
EFT164361	19/01/2023	J JAMIESON	Refund	\$ 80.00
EFT164363	19/01/2023	J JEFFERY	Rates Refund	\$ 796.50
EFT164375	19/01/2023	J MALANCZAK	Refund	\$ 80.00
EFT164719	02/02/2023	J TRIGWELL	Rates Refund	\$ 123.25

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 FEBRUARY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164734	02/02/2023	J WHITTLE	Rates Refund	\$ 635.93
EFT164306	19/01/2023	J. BLACKWOOD & SON PTY LTD	Hardware / Safety Supplies	\$ 529.06
EFT164579	02/02/2023	J. BLACKWOOD & SON PTY LTD	Hardware / Safety Supplies	\$ 1,419.09
EFT164774	09/02/2023	J. BLACKWOOD & SON PTY LTD	Hardware / Safety Supplies	\$ 23,924.22
EFT164835	09/02/2023	JACKSON ENVIRONMENT AND PLANNING PTY LTD	Waste Gap Analysis Services	\$ 12,777.60
EFT164697	02/02/2023	JAMIE SHANE SCALLY	Entertainment Services	\$ 800.00
EFT164362	19/01/2023	JCA CONTRACTING SERVICES	Plant And Equipment Hire C22008(F)	\$ 5,632.00
EFT164496	27/01/2023	JCA CONTRACTING SERVICES	Plant And Equipment Hire C22008(F)	\$ 4,510.00
EFT164648	02/02/2023	JCA CONTRACTING SERVICES	Plant And Equipment Hire C22008(F)	\$ 6,259.00
EFT164842	09/02/2023	JD GOAD & SM PHILLIPS-MARTIN	Plant And Equipment Hire - Bush Fire Event	\$ 18,705.50
EFT164649	02/02/2023	JENNY FEAST PHOTOGRAPHY	Photography	\$ 985.62
EFT164518	27/01/2023	JESSICA RUGGERA	Instructor Services	\$ 225.00
EFT164364	19/01/2023	JETLINE KERBING CONTRACTORS	Kerbing Works C22011(E)	\$ 84,221.50
EFT164836	09/02/2023	JETLINE KERBING CONTRACTORS	Kerbing Works C22011(E)	\$ 117,991.94
EFT164576	02/02/2023	JHODI MAY BENNETT	Stock Items - Box Office	\$ 101.80
EFT164365	19/01/2023	JO JOES DIAL A PIZZA AND KEBAB	Refreshments	\$ 765.00
EFT164520	27/01/2023	JOHN SHANHUN	Mayor And Councillor Allowance	\$ 3,001.67
EFT164439	19/01/2023	JON WOOLF	Animal Collection Services Q21028	\$ 1,000.00
EFT164543	27/01/2023	JON WOOLF	Animal Collection Services Q21028	\$ 250.00
EFT164736	02/02/2023	JON WOOLF	Animal Collection Services Q21028	\$ 250.00
EFT164672	02/02/2023	JUNIPER MOIGNARD	Performance Fee	\$ 200.00
EFT164499	27/01/2023	JUST A CALL DELIVERIES	Internal Deliveries	\$ 942.37
EFT164498	27/01/2023	JUST SEW EMBROIDERY	Embroidery Services	\$ 124.30
EFT164650	02/02/2023	JUST SEW EMBROIDERY	Embroidery Services	\$ 486.58
EFT164837	09/02/2023	JUST SEW EMBROIDERY	Embroidery Services	\$ 127.60
EFT164580	02/02/2023	K BLASZKOW	Staff Reimbursement	\$ 53.40
EFT164621	02/02/2023	K GADOMSKI	Rates Refund	\$ 2,593.68
EFT164398	19/01/2023	K PYRZ-BROWN	Refund	\$ 80.00
EFT164838	09/02/2023	KALGAN QUEEN SCENIC CRUISES	REZDY Bookings	\$ 2,061.25
EFT164839	09/02/2023	KALGAN SETTLERS ASSOCIATION	Quick Response Grant	\$ 1,035.06
EFT164367	19/01/2023	KESTON ECONOMICS PTY LTD	Professional Services	\$ 7,000.40
EFT164804	09/02/2023	KEVIN VAN BUERLE T/AS SET APART DJ SERVICES	DJ Services	\$ 600.00
EFT164840	09/02/2023	KING RIVER VOLUNTEER BUSH FIRE BRIGADE	Event Fire Services	\$ 200.00
EFT164370	19/01/2023	KINGSPAN WATER & ENERGY PTY LTD	Water Tank Supply and Install	\$ 15,786.02

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164652	02/02/2023	KITE KINETICS	Workshop Presentation	\$ 3,170.00
EFT164368	19/01/2023	KLB SYSTEMS	IT Equipment / Software	\$ 966.90
EFT164500	27/01/2023	KLB SYSTEMS	IT Equipment / Software	\$ 3,168.00
EFT164653	02/02/2023	KLB SYSTEMS	IT Equipment / Software	\$ 1,001.00
EFT164369	19/01/2023	KMART ALBANY	Miscellaneous Supplies	\$ 111.00
EFT164501	27/01/2023	KMART ALBANY	Miscellaneous Supplies	\$ 25.00
EFT164654	02/02/2023	KMART ALBANY	Miscellaneous Supplies	\$ 104.00
EFT164841	09/02/2023	KMART ALBANY	Miscellaneous Supplies	\$ 140.00
EFT164843	09/02/2023	KOSTER'S OUTDOOR PTY LTD	Kind River Progress Association Art Shed - Drought Funding	\$ 15,000.00
EFT164642	02/02/2023	L HIGBID	Rates Refund	\$ 159.28
EFT164655	02/02/2023	LA FREEGARD	Slashing Services C20115(D)	\$ 49,420.00
EFT164371	19/01/2023	LAFITTE CLOTHING PTY LTD	Stock Items - Visitor Centre	\$ 472.01
EFT164330	19/01/2023	LANDGATE	Subscription Renewal / Interim Valuations	\$ 4,907.00
EFT164476	27/01/2023	LANDGATE	Subscription Renewal / Interim Valuations	\$ 358.48
EFT164604	02/02/2023	LANDGATE	Subscription Renewal / Interim Valuations	\$ 1,706.32
EFT164802	09/02/2023	LANDGATE	Subscription Renewal / Interim Valuations	\$ 310.20
EFT164533	27/01/2023	LAUREN ANNE TRUSCOTT	Stock Items - Box Office	\$ 432.70
EFT164919	09/02/2023	LAUREN ANNE TRUSCOTT	Stock Items - Box Office	\$ 319.90
EFT164372	19/01/2023	LEADING EDGE HI-FI ALBANY	Vehicle Parts / Maintenance	\$ 129.00
EFT164373	19/01/2023	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(C)	\$ 5,265.35
EFT164658	02/02/2023	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(C)	\$ 13,874.32
EFT164844	09/02/2023	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(C)	\$ 61,645.85
EFT164467	27/01/2023	LINDA CHAMBERS	Stock Items - Box Office	\$ 154.35
EFT164503	27/01/2023	LITTLE ALBANY FACTORY	Stock Items - Box Office	\$ 20.50
EFT164846	09/02/2023	LIVING TURF	Turf Seed	\$ 1,911.25
EFT164660	02/02/2023	LG PROFESSIONALS AUSTRALIA WA	Conference / Workshop Fees	\$ 1,290.00
EFT164847	09/02/2023	LG PROFESSIONALS AUSTRALIA WA	Conference / Workshop Fees	\$ 1,070.00
EFT164848	09/02/2023	LOCHNESS LANDSCAPE SERVICES	Verge Maintenance Q22032	\$ 18,190.00
EFT164504	27/01/2023	LOIS DRYGAN	Art Sales	\$ 160.00
EFT164872	09/02/2023	LUTZ AND SALLY PAMBERGER	EAP Services	\$ 418.00
EFT164845	09/02/2023	LIFE APPAREL CO	Stock Items - Forts Store	\$ 1,124.39
EFT164742	09/02/2023	M ADAMS	Rates Refund	\$ 796.50
EFT164566	02/02/2023	M AMOS	Rates Refund	\$ 251.30
EFT164851	09/02/2023	M AND B SALES PTY LTD	Building Maintenance Supplies	\$ 50.95

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164827	09/02/2023	M HENDERSON	Rates Refund	\$ 952.70
EFT164429	19/01/2023	M VICKERS	Rates Refund	\$ 759.95
EFT164850	09/02/2023	M2 TECHNOLOGY PTY LTD	On Hold Agreement	\$ 754.01
EFT164663	02/02/2023	MADCOW ENTERTAINMENT COMPANY OF WESTERN	Event Hire Services	\$ 6,335.00
EFT164664	02/02/2023	MAIN ROADS GREAT SOUTHERN REGION	Oversize Permit Fee	\$ 50.00
EFT164473	27/01/2023	MALCOLM TRAILL	Mayor And Councillor Allowance	\$ 3,001.67
EFT164855	09/02/2023	MANDALAY TECHNOLOGIES PTY LTD	Software Expenses	\$ 693.00
EFT164376	19/01/2023	MANOR HOUSE CONCEPTS	Safety Supplies	\$ 101.64
EFT164854	09/02/2023	MANYPEAKS COMMUNITY AND RECREATION	Rural Community Halls Funding	\$ 5,500.00
EFT164380	19/01/2023	MARIETTA MEHANNI	Workshop	\$ 180.00
EFT164668	02/02/2023	MARIETTA MEHANNI	Workshop	\$ 180.00
EFT164941	09/02/2023	MARK WYLDE	Building Maintenance Services	\$ 890.00
EFT164856	09/02/2023	MARKETFORCE LIMITED	Advertising Fee	\$ 1,296.24
EFT164377	19/01/2023	MARSHALL BATTERIES ALBANY	Solar Panels	\$ 250.00
EFT164666	02/02/2023	MATRIX PRODUCTIONS AUSTRALIA	Event Hire	\$ 3,069.00
EFT164459	27/01/2023	MATT BENSON-LIDHOLM JP	Mayor And Councillor Allowance	\$ 3,001.67
EFT164458	27/01/2023	MATTHEW BEAMISH	Event Services	\$ 750.00
EFT164505	27/01/2023	MC CIVIL CONTRACTORS	Road Construction C22013 / Water Cart Hire	\$ 74,815.30
EFT164857	09/02/2023	MC CIVIL CONTRACTORS	Road Construction C22013 / Water Cart Hire	\$ 6,072.00
EFT164858	09/02/2023	MCLEODS	Legal Fees	\$ 194.30
EFT164443	25/01/2023	MCR WORKPLACE INVESTIGATIONS	Investigative Services	\$ 6,920.00
EFT164506	27/01/2023	MEGA VISION SOUND & LIGHTING	Hire / Replacement Of Lighting Equipment	\$ 15,778.84
EFT164667	02/02/2023	MEGA VISION SOUND & LIGHTING	Hire / Replacement Of Lighting Equipment	\$ 20,612.18
EFT164859	09/02/2023	MENTAL MEDIA PTY LTD	Podcatcher Fee	\$ 3,347.30
EFT164860	09/02/2023	MESSAGE MEDIA / MESSAGE4U PTY LTD	Monthly Access Fee	\$ 42.90
EFT164861	09/02/2023	METROLL ALBANY	Building Maintenance Materials	\$ 571.34
EFT164381	19/01/2023	MIDDLETON BEACH BOWLING CLUB INC	CSRFF Grant Payment	\$ 9,589.80
EFT164582	02/02/2023	MILITARY SHOP	Stock Items - Forts Store	\$ 2,055.46
EFT164669	02/02/2023	MINTER ELLISON	Legal Fees	\$ 12,682.34
EFT164670	02/02/2023	MM DESIGNS	Stock Items - Visitor Centre	\$ 358.50
EFT164383	19/01/2023	MODERN TEACHING AIDS PTY LTD	Library / Day care Resources	\$ 54.95
EFT164507	27/01/2023	MODERN TEACHING AIDS PTY LTD	Library / Day care Resources	\$ 3,142.34
EFT164671	02/02/2023	MODERN TEACHING AIDS PTY LTD	Library / Day care Resources	\$ 633.43
EFT164863	09/02/2023	MODERN TEACHING AIDS PTY LTD	Library / Day care Resources	\$ 43.56

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164407	19/01/2023	MONTYS LEAP	Refreshments	\$ 870.01
EFT164673	02/02/2023	MOTEL LE GRANDE	Accommodation - Australia Day / Binalup Festival Contractors	\$ 750.00
EFT164675	02/02/2023	MULE CREATIVE	Photography	\$ 533.50
EFT164623	02/02/2023	N GILMOUR	Refund	\$ 80.00
EFT164516	27/01/2023	NADIA LORRAINE ROELOFS	Stock Items - Box Office	\$ 151.80
EFT164891	09/02/2023	NADIA LORRAINE ROELOFS	Stock Items - Box Office	\$ 149.10
EFT164864	09/02/2023	NATURALISTE CHARTERS	REZDY Tour Sales	\$ 2,601.00
EFT164676	02/02/2023	NATURE PLAY WA	Albany Nature Play Passports	\$ 2,420.00
EFT164385	19/01/2023	NEARMAP	Annual Subscription	\$ 21,728.30
EFT164386	19/01/2023	NEC AUSTRALIA PTY LTD	IT Equipment / Software	\$ 3,428.15
EFT164677	02/02/2023	NEWMAN'S QUALITY CONCRETE PRODUCTS	Concrete Supplies / Products	\$ 5,404.96
EFT164626	02/02/2023	NICHOLAS JOHN GORMAN	Skip Bin Hire	\$ 929.50
EFT164602	02/02/2023	NICOLE DANIELE T/A NRD CERAMICS	Stock Items - Box Office	\$ 186.00
EFT164679	02/02/2023	NORDIC FITNESS EQUIPMENT	Cleaning / Hygiene Supplies	\$ 1,260.00
EFT164867	09/02/2023	OCTAGON LIFTS PTY LTD	Lift Maintenance Q21008	\$ 5,247.00
EFT164388	19/01/2023	OFFICEWORKS SUPERSTORES PTY LTD	Office Supplies / Stationery	\$ 27.45
EFT164680	02/02/2023	OFFICEWORKS SUPERSTORES PTY LTD	Office Supplies / Stationery	\$ 1,279.90
EFT164868	09/02/2023	OFFICEWORKS SUPERSTORES PTY LTD	Office Supplies / Stationery	\$ 475.40
EFT164390	19/01/2023	O'KEEFE'S PAINTS	Paint / Painting Supplies	\$ 479.48
EFT164870	09/02/2023	O'KEEFE'S PAINTS	Paint / Painting Supplies	\$ 163.12
EFT164391	19/01/2023	ONEMUSIC AUSTRALIA	License Fee	\$ 1,621.43
EFT164510	27/01/2023	ORANA CINEMAS ALBANY PTY LTD	Gift Vouchers	\$ 104.00
EFT164374	19/01/2023	ORANJE TRACTOR WINE	Event Hire	\$ 410.00
EFT164659	02/02/2023	ORANJE TRACTOR WINE	Event Hire	\$ 410.00
EFT164389	19/01/2023	OUTDOORS GREAT SOUTHERN	Maintenance Service Contract / Event Services	\$ 360.80
EFT164869	09/02/2023	OUTDOORS GREAT SOUTHERN	Maintenance Service Contract / Event Services	\$ 2,876.50
EFT164511	27/01/2023	P ATTWELL	Refund	\$ 194.94
EFT164581	02/02/2023	P BOCKMAN	Staff Reimbursement	\$ 50.00
EFT164600	02/02/2023	P COX	Rates Refund	\$ 109.74
EFT164681	02/02/2023	PALMER EARTHMOVING - PALMER CIVIL CONSTRUCTION	Plant & Equipment Hire C20003(D) / Road Maintenance Materials C22008(G)	\$ 26,694.87
EFT164871	09/02/2023	PALMER EARTHMOVING - PALMER CIVIL CONSTRUCTION	Plant & Equipment Hire C20003(D) / Road Maintenance Materials C22008(G)	\$ 25,116.50
EFT164720	02/02/2023	PAMELA FOWLER THE TROPHY SHOP ALBANY	Engraved Medals	\$ 49.50

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164294	19/01/2023	PAPERBARK MERCHANTS	Gift Cards / Cards for Stock	\$ 100.00
EFT164567	02/02/2023	PAPERBARK MERCHANTS	Gift Cards / Cards for Stock	\$ 159.77
EFT164497	27/01/2023	PATRICK JENNINGS	Stock Items - Box Office	\$ 138.17
EFT164530	27/01/2023	PAUL TERRY	Mayor And Councillor Allowance	\$ 3,001.67
EFT164683	02/02/2023	PAV EVENTS	Hire Of Equipment	\$ 8,221.40
EFT164393	19/01/2023	PENROSE PROFESSIONAL LAWN CARE	Lawn Mowing Services	\$ 363.00
EFT164874	09/02/2023	PENROSE PROFESSIONAL LAWN CARE	Lawn Mowing Services	\$ 308.00
EFT164877	09/02/2023	PERTH INTERNATIONAL DANCE	Performance Fee	\$ 150.00
EFT164876	09/02/2023	PFD FOOD SERVICES PTY LTD	Refreshments	\$ 122.50
EFT164392	19/01/2023	PHOENIX CIVIL & EARTHMOVING PTY LTD	Construction Works - Motorplex C22002	\$ 237,595.51
EFT164515	27/01/2023	PIVOT SUPPORT SERVICES	Garden Maintenance Services	\$ 267.30
EFT164739	09/02/2023	PIVOTEL SATELLITE PTY LIMITED	Satellite Phone Charges	\$ 792.97
EFT164881	09/02/2023	PLANTAGENET PRODUCTION SERVICES	Event Equipment Hire	\$ 1,578.03
EFT164395	19/01/2023	PLASTICS PLUS	Green Bin	\$ 129.80
EFT164882	09/02/2023	PRATT TRANSPORT LOGISTICS	Plant And Equipment Hire	\$ 2,213.75
EFT164351	19/01/2023	PRIME MEDIA GROUP LTD	Advertising Services	\$ 3,143.80
EFT164883	09/02/2023	PRINCESS ROYAL SAILING CLUB	Event Services	\$ 750.00
EFT164688	02/02/2023	PRINTSYNC BUSINESS SOLUTIONS	Photocopying Charges	\$ 156.21
EFT164397	19/01/2023	PROTECTOR FIRE SERVICES	Fire Equipment Maintenance C20001	\$ 5,923.32
EFT164514	27/01/2023	PROTECTOR FIRE SERVICES	Fire Equipment Maintenance C20001	\$ 443.63
EFT164884	09/02/2023	PROTECTOR FIRE SERVICES	Fire Equipment Maintenance C20001	\$ 28.05
EFT164885	09/02/2023	QUALITY PRESS	Printing Services	\$ 323.40
EFT164399	19/01/2023	QUANTIFIED TREE RISK ASSESSMENT LTD	Registration Renewal	\$ 435.60
EFT164886	09/02/2023	QUICK SHOT COFFEE	Refreshments	\$ 45.00
EFT164674	02/02/2023	QUINTIS SANDALWOOD PTY LTD	Stock Items - Visitor Centre	\$ 378.31
EFT164689	02/02/2023	RAINBOW 7 CARPET CARE	Carpet Cleaning Services	\$ 1,317.00
EFT164690	02/02/2023	RAYS SPORTS POWER	Sports Equipment	\$ 842.40
EFT164400	19/01/2023	RECONNECT HEALTH AND WELLBEING	EAP Services	\$ 374.00
EFT164691	02/02/2023	RECONNECT HEALTH AND WELLBEING	EAP Services	\$ 374.00
EFT164887	09/02/2023	RECONNECT HEALTH AND WELLBEING	EAP Services	\$ 374.00
EFT164888	09/02/2023	REECE PTY LTD	Plumbing / Reticulation Supplies	\$ 105.67
EFT164401	19/01/2023	REPCO AUTO PARTS	Absorbent Dryorb	\$ 30.83
EFT164402	19/01/2023	REPLAS WA	Outdoor Furniture	\$ 3,469.48
EFT164889	09/02/2023	REXEL AUSTRALIA	Electrical Supplies	\$ 15.05

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164403	19/01/2023	R-GROUP INTERNATIONAL	Firewall Installation	\$ 141.06
EFT164890	09/02/2023	R-GROUP INTERNATIONAL	Firewall Installation	\$ 17,226.11
EFT164527	27/01/2023	ROBERT SUTTON	Mayor And Councillor Allowance	\$ 3,001.67
EFT164517	27/01/2023	ROOF SAFE PTY LTD	Certification Services	\$ 4,675.00
EFT164404	19/01/2023	ROPS ENGINEERING AUSTRALIA PTY LTD	Vehicle Parts / Maintenance	\$ 1,081.14
EFT164695	02/02/2023	RUSTYS MARINE	Plant Maintenance Supplies	\$ 53.95
EFT164808	09/02/2023	S EIKELBOOM	Refund	\$ 162.00
EFT164834	09/02/2023	S IRELAND	Refund	\$ 150.00
EFT164396	19/01/2023	S PLUG	Refund	\$ 130.00
EFT164698	02/02/2023	S SCHMIDT	Rates Refund	\$ 840.11
EFT164525	27/01/2023	S STOLTZE	Refund	\$ 150.00
EFT164521	27/01/2023	SANDIE SMITH	Mayor And Councillor Allowance	\$ 4,918.25
EFT164332	19/01/2023	SANDRA DIXON	EAP Services	\$ 180.00
EFT164696	02/02/2023	SANDSCULPTUREWA	Event Services	\$ 3,749.90
EFT164406	19/01/2023	SANITY MUSIC STORES PTY LTD	Purchase Of DVD's	\$ 30.00
EFT164699	02/02/2023	SECUREPAY PTY LTD	Gateway Annual Fee / Payment Fees	\$ 434.50
EFT164892	09/02/2023	SECUREPAY PTY LTD	Gateway Annual Fee / Payment Fees	\$ 39.66
EFT164700	02/02/2023	SEEK LIMITED	Job Advertising	\$ 1,441.00
EFT164893	09/02/2023	SEEK LIMITED	Job Advertising	\$ 984.50
EFT164894	09/02/2023	SG FLEET AUSTRALIA PTY LTD	Novated Lease Costs	\$ 1,414.33
EFT164920	09/02/2023	SIAN ELIZABETH TURNER	Purchase Of Books for Library	\$ 67.80
EFT164637	02/02/2023	SMITH CONSTRUCTIONS WA	Construction Works C21007	\$ 2,161.50
EFT164824	09/02/2023	SMITH CONSTRUCTIONS WA	Construction Works C21007	\$ 900.90
EFT164897	09/02/2023	SMITHS ALUMINIUM AND 4WD CENTRE	Vehicle Parts / Maintenance	\$ 3,456.00
EFT164408	19/01/2023	SOIL SOLUTIONS PTY LTD	Waste Disposal Services / Vegetation Management Materials C20019	\$ 336.90
EFT164701	02/02/2023	SOIL SOLUTIONS PTY LTD	Waste Disposal Services / Vegetation Management Materials C20019	\$ 99,981.60
EFT164898	09/02/2023	SOIL SOLUTIONS PTY LTD	Waste Disposal Services / Vegetation Management Materials C20019	\$ 157.78
EFT164409	19/01/2023	SOLV	Annual Licence Fee	\$ 5,940.00
EFT164410	19/01/2023	SOUTH COAST CRANE HIRE	Plant And Equipment Hire Q21053	\$ 654.50
EFT164522	27/01/2023	SOUTH COAST CRANE HIRE	Plant And Equipment Hire Q21053	\$ 275.00
EFT164704	02/02/2023	SOUTH COAST CRANE HIRE	Plant And Equipment Hire Q21053	\$ 819.50



**CITY OF ALBANY  
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**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164902	09/02/2023	SOUTH COAST CRANE HIRE	Plant And Equipment Hire Q21053	\$ 1,504.25
EFT164901	09/02/2023	SOUTH COAST PROGRESS ASSOCIATION	Rural Community Halls Funding Program	\$ 5,000.00
EFT164627	02/02/2023	SOUTH REGIONAL TAFE	Course Fees	\$ 1,376.25
EFT164900	09/02/2023	SOUTHCOAST SECURITY SERVICE	Security Services C19018	\$ 27,771.98
EFT164411	19/01/2023	SOUTHERN CROSS AUSTEREO PTY LTD	Radio Advertising	\$ 1,210.00
EFT164903	09/02/2023	SOUTHERN CROSS AUSTEREO PTY LTD	Radio Advertising	\$ 1,881.00
EFT164703	02/02/2023	SOUTHERN EDGE ARTS INC	Performance Fees	\$ 1,320.00
EFT164629	02/02/2023	SOUTHERN SHARPENING SERVICES	Stock Items - Forts Store	\$ 915.00
EFT164705	02/02/2023	SOUTHERN SITE HIRE	Plant And Equipment Hire	\$ 4,493.15
EFT164702	02/02/2023	SOUTHERN TOOL AND FASTENER CO	Hardware Supplies / Tools	\$ 296.38
EFT164899	09/02/2023	SOUTHERN TOOL AND FASTENER CO	Hardware Supplies / Tools	\$ 803.84
EFT164904	09/02/2023	SPINDRIFT JAZZ QUARTET	Performance Fees	\$ 800.00
EFT164412	19/01/2023	SPM ASSETS PTY LTD	Software Subscription Licence	\$ 7,908.91
EFT164523	27/01/2023	SPOTLIGHT PTY LTD	Decorations	\$ 23.20
EFT164413	19/01/2023	SPOT-ON RADIATORS & MECHANICAL	Vehicle Parts / Maintenance	\$ 165.00
EFT164419	19/01/2023	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	First Aid Training / Supplies / Services	\$ 118.07
EFT164709	02/02/2023	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	First Aid Training / Supplies / Services	\$ 160.00
EFT164910	09/02/2023	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	First Aid Training / Supplies / Services	\$ 1,198.53
EFT164906	09/02/2023	STANTEC AUSTRALIA PTY LTD	Design Services Q21025	\$ 2,066.75
EFT164414	19/01/2023	STAR SALES AND SERVICE	Hardware Supplies / Tools	\$ 1,650.00
EFT164706	02/02/2023	STAR SALES AND SERVICE	Hardware Supplies / Tools	\$ 567.70
EFT164416	19/01/2023	STATEWIDE BEARINGS	Hardware Supplies	\$ 209.74
EFT164905	09/02/2023	STATEWIDE BEARINGS	Hardware Supplies	\$ 8.25
EFT164417	19/01/2023	STATEWIDE BUILDING CERTIFICATION WA	Compliance / Assessment Services	\$ 550.00
EFT164707	02/02/2023	STATEWIDE BUILDING CERTIFICATION WA	Compliance / Assessment Services	\$ 1,210.00
EFT164490	27/01/2023	STEPHEN GRIMMER	Mayor And Councillor Allowance	\$ 4,066.77
EFT164418	19/01/2023	STEWART AND HEATON CLOTHING PTY LTD	Uniforms / PPE	\$ 4.99
EFT164907	09/02/2023	STEWART AND HEATON CLOTHING PTY LTD	Uniforms / PPE	\$ 91.04
EFT164909	09/02/2023	STIRLING PRINT	Printing Services	\$ 66.00
EFT164420	19/01/2023	STRATEGEN -JBSG	Revegetation Management Plant	\$ 17,215.00
EFT164687	02/02/2023	STRIKE POINT GRAPHIC DESIGN AND PRINTING	Printing Services	\$ 1,815.00
EFT164866	09/02/2023	SUPA IGA NORTH ROAD	Catering Supplies	\$ 325.29
EFT164711	02/02/2023	SUTTON'S CARPET CLEANING	Cleaning Services	\$ 825.00
EFT164422	19/01/2023	SYNERGY	Electricity Charges	\$ 17,402.08

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 FEBRUARY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164528	27/01/2023	SYNERGY	Electricity Charges	\$ 55,957.51
EFT164712	02/02/2023	SYNERGY	Electricity Charges	\$ 5,101.41
EFT164912	09/02/2023	SYNERGY	Electricity Charges	\$ 75,935.20
EFT164423	19/01/2023	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$ 1,754.49
EFT164529	27/01/2023	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$ 239.98
EFT164713	02/02/2023	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$ 548.81
EFT164913	09/02/2023	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$ 2,603.95
EFT164296	19/01/2023	T ARCHER	Refund	\$ 80.00
EFT164914	09/02/2023	T BRADLEY	Refund	\$ 219.45
EFT164472	27/01/2023	TANJA COLBY DESIGN	Stock Items - Forts Store	\$ 80.00
EFT164915	09/02/2023	TEEDE & CO - COFFEE HOUSE & CATERING	Catering	\$ 750.00
EFT164444	27/01/2023	TELSTRA	Mobile Phone Charges	\$ 7,977.71
EFT164740	09/02/2023	TELSTRA	Mobile Phone Charges	\$ 235.70
EFT164716	02/02/2023	THE 12 VOLT WORLD	Plant / Vehicle Parts	\$ 180.00
EFT164916	09/02/2023	THE 12 VOLT WORLD	Plant / Vehicle Parts	\$ 1,326.50
EFT164609	02/02/2023	THE DODGY BROS DODGEBALL COMPANY	Event Hire Services	\$ 4,383.50
EFT164829	09/02/2023	THE HOPPING KANGAROO PTY LTD	Stock Items - Forts Store	\$ 518.50
EFT164405	19/01/2023	THE ROYAL LIFE SAVING SOCIETY WA INC	Call Centre Services / Registration Renewal / Safety Supplies	\$ 1,266.43
EFT164694	02/02/2023	THE ROYAL LIFE SAVING SOCIETY WA INC	Call Centre Services / Registration Renewal / Safety Supplies	\$ 1,562.44
EFT164717	02/02/2023	THE TOFFEE FACTORY	Stock Items - Forts Store	\$ 764.63
EFT164849	09/02/2023	LORLAINE DISTRIBUTORS	Cleaning / Hygiene Supplies	\$ 89.66
EFT164382	19/01/2023	M & M BLAKERS FAMILY TRUST	Art Sales	\$ 101.80
EFT164540	27/01/2023	THE WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising / Newspaper Subscriptions	\$ 8,622.68
EFT164731	02/02/2023	THE WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising / Newspaper Subscriptions	\$ 362.41
EFT164921	09/02/2023	THE WINDOW WASHER MAN	Cleaning Services Q22024	\$ 1,480.00
EFT164428	19/01/2023	THE WITCHY DJYPSIES	Performance Fees	\$ 6,000.00
EFT164917	09/02/2023	THINKWATER ALBANY	Supply And Install Tank	\$ 22,892.34
EFT164461	27/01/2023	THOMAS BROUGH	Mayor And Councillor Allowance	\$ 3,001.67
EFT164424	19/01/2023	TOLL TRANSPORT	Freight Charges	\$ 490.69
EFT164718	02/02/2023	TOLL TRANSPORT	Freight Charges	\$ 362.02
EFT164305	19/01/2023	TOM BENTLEY T/AS BENTO SKATE	Skateboarding Event services	\$ 3,933.20
EFT164918	09/02/2023	TOTAL GREEN RECYCLING	E-Waste Recycling	\$ 4,104.24
EFT164532	27/01/2023	TRAFFIC FORCE	Traffic Control C21002(A)	\$ 2,423.41
EFT164426	19/01/2023	TRUCK CENTRE WA PTY LTD	Vehicle Parts/ Maintenance	\$ 660.45

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 FEBRUARY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164722	02/02/2023	TRUCK CENTRE WA PTY LTD	Vehicle Parts / Maintenance	\$ 2,913.15
EFT164425	19/01/2023	TRUCKLINE	Vehicle Parts / Maintenance	\$ 1,562.35
EFT164721	02/02/2023	TRUCKLINE	Vehicle Parts / Maintenance	\$ 68.15
EFT164572	02/02/2023	TUTT BRYANT EQUIPMENT	Plant Parts And Repairs	\$ 1,314.03
EFT164724	02/02/2023	UNITED BOOK DISTRIBUTORS	Stock Items - Forts Store	\$ 341.32
EFT164923	09/02/2023	UNITED BOOK DISTRIBUTORS	Stock Items - Forts Store	\$ 1,499.40
EFT164379	19/01/2023	V MARTIN	Staff Reimbursement	\$ 87.00
EFT164725	02/02/2023	VETERAN CAR CLUB OF WA (INC)	Delivery Services	\$ 1,300.00
EFT164726	02/02/2023	VINOFOOD PTY LTD	Stock Items - Forts Store	\$ 620.80
EFT164430	19/01/2023	VISUAL INSPIRATIONS AUSTRALIA PTY LTD	Purchase of Decorations	\$ 55,920.00
EFT164534	27/01/2023	VOEGELER CREATIONS	Stock Items - Forts Store	\$ 1,035.00
EFT164924	09/02/2023	VOEGELER CREATIONS	Stock Items - Forts Store	\$ 1,993.00
EFT164464	27/01/2023	WA BUSH HONEY	Stock Items - Visitor Centre	\$ 120.00
EFT164535	27/01/2023	WA HARDWOOD FLOORS	ALAC Stadium Floor Maintenance	\$ 11,400.00
EFT164436	19/01/2023	WA HOLIDAY GUIDE PTY LTD	Marketing Fee	\$ 868.95
EFT164933	09/02/2023	WA HOLIDAY GUIDE PTY LTD	Marketing Fee	\$ 2,635.55
EFT164431	19/01/2023	WA NATURALLY PUBLICATIONS	Stock Items - Visitor Centre	\$ 449.25
EFT164729	02/02/2023	WA NATURALLY PUBLICATIONS	Stock Items - Visitor Centre	\$ 143.59
EFT164728	02/02/2023	WANSLEA FAMILY SERVICES INCORPORATED	Event Services	\$ 550.00
EFT164278	19/01/2023	WATER CORPORATION	Water Charges	\$ 1,204.62
EFT164432	19/01/2023	WATER CORPORATION	Water Charges	\$ 19,802.81
EFT164536	27/01/2023	WATER CORPORATION	Water Charges	\$ 526.62
EFT164730	02/02/2023	WATER CORPORATION	Water Charges	\$ 7,158.53
EFT164925	09/02/2023	WATER CORPORATION	Water Charges	\$ 6,072.34
EFT164926	09/02/2023	WATER TECHNOLOGY PTY LTD	CHRMAP Coastal Hazard Risk Management Q21034	\$ 3,052.50
EFT164433	19/01/2023	WCP CIVIL PTY LTD	Traffic Control C21002(C) / Asphalt Works P22024	\$ 11,560.45
EFT164537	27/01/2023	WCP CIVIL PTY LTD	Traffic Control C21002(C) / Asphalt Works P22024	\$ 7,568.67
EFT164927	09/02/2023	WCP CIVIL PTY LTD	Traffic Control C21002(C) / Asphalt Works P22024	\$ 42,755.11
EFT164928	09/02/2023	WELLSTEAD COMMUNITY RESOURCE CENTRE	Community Development Funding	\$ 2,886.50
EFT164538	27/01/2023	WELLSTEAD PROGRESS ASSOCIATION	Community Hall Funding	\$ 5,500.00
EFT164434	19/01/2023	WELSH AIRCONDITIONING SERVICES	Refrigerant Reclaim	\$ 2,112.00
EFT164541	27/01/2023	WEST COAST ANALYTICAL SERVICES	Landfill Water Monitoring	\$ 1,400.00
EFT164727	02/02/2023	WA BASKETBALL FEDERATION	Referee Payment	\$ 436.36
EFT164932	09/02/2023	WA ELECTORAL COMMISSION	Extraordinary Election	\$ 22,323.98

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 FEBRUARY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT164930	09/02/2023	WALGA	Staff Training	\$ 1,540.00
EFT164732	02/02/2023	WESTERN AUSTRALIAN MUSEUM	Maintenance Services	\$ 24,247.00
EFT164435	19/01/2023	WESTRAC EQUIPMENT PTY LTD	Vehicle Parts / Maintenance	\$ 615.97
EFT164929	09/02/2023	WESTRAC EQUIPMENT PTY LTD	Vehicle Parts / Maintenance	\$ 1,623.61
EFT164931	09/02/2023	WESTSHRED DOCUMENT DISPOSAL	Document Disposal	\$ 332.20
EFT164934	09/02/2023	WHEATBELT SERVICES PTY LTD	Traffic Signage Materials	\$ 2,321.00
EFT164935	09/02/2023	WIN TELEVISION WA PTY LTD	Advertising	\$ 519.20
EFT164938	09/02/2023	WOODSLANE PTY LTD	Stock Items - Visitor Centre	\$ 1,200.72
EFT164542	27/01/2023	WOOLWORTHS GROUP LIMITED	Groceries	\$ 1,227.63
EFT164735	02/02/2023	WOOLWORTHS GROUP LIMITED	Groceries	\$ 684.24
EFT164937	09/02/2023	WOOLWORTHS GROUP LIMITED	Groceries	\$ 714.62
EFT164733	02/02/2023	WORKFORCE HEALTH ASSESSORS PTY LTD	Medical Assessment	\$ 462.00
EFT164940	09/02/2023	WORKLINK WA	Community Development Grant	\$ 1,980.00
EFT164737	02/02/2023	WREN OIL	Oil Waste Disposal	\$ 16.50
EFT164440	19/01/2023	WURTH AUSTRALIA PTY LTD	Vehicle Parts / Maintenance	\$ 297.43
EFT164939	09/02/2023	XAVIER WOOD	Performance Fees	\$ 400.00
EFT164378	19/01/2023	Y MARTIN	Refund	\$ 112.00
EFT164942	09/02/2023	YOUNGS SIDING COMMUNITY ASSOCIATION	Rural Community Halls Funding Program	\$ 2,750.00
EFT164544	27/01/2023	YOUTH AFFAIRS COUNCIL OF WA	Membership Renewal	\$ 299.99
EFT164441	19/01/2023	ZENITH LAUNDRY	Laundry Expenses	\$ 37.53
EFT164738	02/02/2023	ZENITH LAUNDRY	Laundry Expenses	\$ 11.17
EFT164943	09/02/2023	ZENITH LAUNDRY	Laundry Expenses	\$ 159.80
EFT164442	19/01/2023	ZONE 50 ENGINEERING SURVEYS PTY LTD	Survey Services	\$ 2,828.76
				<b>\$ 4,651,352.47</b>

## EXECUTED DOCUMENT AND COMMON SEAL RECORD

Document Number	Description	Date Sent / Received
EDR23159515	Copy of Executed Document Item: N/A Re: DLGSC \$15k+ grant application for elements of the Maritime festival 2023 requesting \$155,550. Parties: Application only Signed by: Andrew Sharpe Chief Executive Officer (online)	20/01/2023
EDR23159763	Copy of Executed Document Item: N/A Re: DLGSC leveraged creative cultural planning grant application for \$22,132 to deliver skills or professional development workshops and/or residencies for art and cultural practitioners as identified in the great southern region arts, culture and heritage strategy. Parties: Application only Signed by: Andrew Sharpe Chief Executive Officer (online)	27/01/2023
EDR23159791	Copy of Executed Document Items: N/A Re: Annual environmental report for Bakers Junction landfill - submission as part of licence conditions Parties: Department of Environment Regulations Signed by: Andrew Sharpe, Chief Executive Officer (1 copy)	30/01/2023
EDR23159832	Copy of Executed Document Item: N/A Re: The attached inactive records destruction schedule for December 2022 has been completed in accordance with general disposal authority (DA2015001) Parties: N/A Signed by: Andrew Sharpe Chief Executive Officer (1 copy)	31/01/2023
EDR23159894	Copy of Executed Document Item: N/A	01/02/2023

Document Number	Description	Date Sent / Received
	<p>Re: The Department of Water and Environmental Regulation has indicated that under the <i>Contaminated Sites Act 2003</i> the City is obliged to report the bakers Junction waste management facility as a suspected contamination site because it operated as an unlined landfill.</p> <p>Parties: N/A</p> <p>Signed by: Andrew Sharpe Chief Executive Officer (1 copy)</p>	
EDR23159900	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: Application only Department of Planning, Lands and Heritage, Coastal Hazard risk management adaption plan (CHRMAP) for Oyster Harbour - grant funding of \$100,000 City of Albany funding \$100,000 in kind. Total project \$200,000.</p> <p>Parties: Application only - Department of Planning, Lands and Heritage.</p> <p>Signed by: Andrew Sharpe Chief Executive Officer (online)</p>	01/02/2023
EDR23159902	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: 2nd funding claims for RPG'S - Albany Highway Slk 1.95-2.4 and Anson Road Slk 0.04-0.13</p> <p>Parties: Main Roads WA</p> <p>Signed by: Andrew Sharpe Chief Executive Officer (1 copy)</p>	01/02/2023
EDR23160029	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: Award of WALGA Equote - P22043 supply and delivery of motor grader.</p> <p>Parties: AFGRI Equipment</p> <p>Signed by: Andrew Sharpe Chief Executive Officer (1 copy)</p>	03/02/2023
EDR23160255	<p>Copy of Executed Document</p> <p>Item: N/A</p> <p>Re: Heritage application Mary Thomson House</p> <p>Parties: N/A</p> <p>Signed by: Andrew Sharpe Chief Executive Officer (1 copy)</p>	09/02/2023

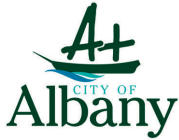
Document Number	Description	Date Sent / Received
EDR23160258	Copy of Executed Document Item: N/A Re: Heritage application Town Hall. Parties: N/A Signed by: Andrew Sharpe Chief Executive Officer (1 copy)	09/02/2023
EDR23160290	Copy of Executed Document Item: N/A Re: MOU for Bulk Led Smart Control streetlighting Parties: Western Power, City of Cockburn, City of Melville, City of Kalgoorlie Boulder, City of Armadale. Signed by: Andrew Sharpe Chief Executive Officer (1 copy)	09/02/2023
EDR23160302	Copy of Executed Document Item: N/A Re: Main Roads have been clearing up some road alignment anomalies along sections of South Coast Highway between intersection with Pfeiffer Road and Mettler Road (see previous council report IDS069 OCM 19/12/2017 attached). The sections of land that were dedicated as public road now need to be proclaimed pursuant to section 13 of the <i>Main Roads Act 1930</i> . Main roads have provided drawings of the proposed proclamations which now need the signature of the CEO, under delegated authority. Parties: N/A Signed by: Andrew Sharpe Chief Executive Officer (2 copies)	10/02/2023
EDR23160322	Copy of Executed Document Item: N/A Re: EOI to the National Disaster Ready fund via SEMC for Frenchman's Bay car park evacuation plan - grant 50/50 grant amount requested \$71.610. Parties: Application only Signed by: Andrew Sharpe Chief Executive Officer (online)	10/02/2023

Document Number	Description	Date Sent / Received
NCSR23159388	<p>Copy of Common Seal Document</p> <p>Item: N/A</p> <p>Re: Partial surrender of lease for a portion of Lot 5780 Down Road South, Drome - for Fire and Emergency access road.</p> <p>Parties: Plantation Energy Australia P/L</p> <p>Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (2 copies)</p>	18/01/2023
NCSR23159389	<p>Copy of Common Seal Document</p> <p>Item: N/A</p> <p>Re: A number of properties owned by the City of Albany have the proprietor registered as either the municipality of Albany, Town of Albany or Shire of Albany on the certificate of title. In order for any land dealings to be undertaken on these titles, Landgate requires proof that the city of Albany was formerly known by these previous names. A generic letter to Landgate to this effect has been drafted and needs the signature of the CEO and Mayor and affixing of the common seal.</p> <p>Parties: N/A</p> <p>Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (1 copy)</p>	18/01/2023
NCSR23160032	<p>Copy of Common Seal Document</p> <p>Item: N/A</p> <p>Re: Surrender of current Lotteries House lease and new lease over new area within lotteries house under delegated authority no:019. New lease term 2 years with 1 year further term option. New lease rental is \$13,752.47inc gst per annum. Deed of surrender of lease and new lease prepared at no cost to council.</p> <p>Parties: Nulsen Group Ltd in partnership with Outcare Ltd - surrender of lease. Peoplekind Group Ltd (new entity name) - new lease</p> <p>Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (surrender x 2/new lease x 2)</p>	03/02/2023



Document Number	Description	Date Sent / Received
NCSR23160035	<p>Copy of Common Seal Document</p> <p>Item: N/A</p> <p>Re: Section 70a - WAPC 160470 - provision of 4.5m3 of detention storage prior to connection to City of Albany stormwater network.</p> <p>Parties: N/A</p> <p>Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (1 copy)</p>	03/02/2023
NCSR23160040	<p>Copy of Common Seal Document</p> <p>Item: N/A</p> <p>Re: Section 70a - WAPC 160589 - provision of 4.5m3 of detention storage prior to connection to City of Albany stormwater network.</p> <p>Parties: N/A</p> <p>Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (1 copy)</p>	03/02/2023
NCSR23160146	<p>Copy of Common Seal Document</p> <p>Item: N/A</p> <p>Re: Renewal telecommunications sub-lease between Albany City Radio Inc and the City of Albany. To secure City of Albany it equipment on the tower located on Mt Clarence. Lease term: 1 year + 1 year. Lease rent: \$11,225.83 plus gst per annum.</p> <p>Parties: Albany Community Radio Inc</p> <p>Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (2 copies)</p>	07/02/2023
NCSR23160303	<p>Copy of Common Seal Document</p> <p>Item: N/A</p> <p>Re: Signing of contracts for C22024 - purchase and removal of non-ferrous metals.</p> <p>Parties: Sims Metal.</p>	10/02/2023

Document Number	Description	Date Sent / Received
	Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	
NCSR23160334	Copy of Common Seal Document Item: N/A Re: Replacement legal agreement in relation to authorising City of Albany to undertake works on the land in default of developer using bond paid by the developer. Agreement pursuant to condition 7 of P2160670 approved by state administrative tribunal for Nullaki lime pit. Parties: Great Southern Lime, Graeme Roberts & Camarri Nominees Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (4 copies)	10/02/2023
NCSR23160543	Copy of Common Seal Document Item: N/A Re: Agreement negotiated in accordance with council resolution OCM 27/7/2022 resolution CCS456, being: that council delegate authority to the CEO to negotiate this agreement with Rex in accordance with the conditions detailed in the confidential report. Parties: Regional Express Pty Ltd (Rex) Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (1 copy)	15/02/2023



## Body Worn Camera Policy

### Objective

To provide guidance and the framework for wearing, operating, activation, data storage and includes the use of recorded data of Body Worn Cameras (BWC) by City of Albany (City) Authorised Persons to support the execution of duty and daily engagement with the community.

BWC technology aims to promote and maintain a safe workplace for Authorised Persons by discouraging and documenting interactions with aggressive persons and provide the means and opportunity to capture admissions and visual evidence during investigations and interactions with members of the public in the context of day to day Municipal Law Enforcement taskings.

### Scope

This policy applies to:

- City Authorised Persons trained in the use of and approved to wear BWCs by the Chief Executive Officer (CEO).
- Line Managers responsible for Authorised Persons and Information Technology (IT) Support Officers, insofar as they have supervisory and technical responsibilities in relation to BWC data storage and disposal.

### Policy Statement

#### Policies and Procedures

Separate procedural guidelines (activation framework) have been developed to support the implementation of this policy and direct the wearing, use, auditing and management of BWCs and recorded data.

#### Recording an incident

Approved officers must activate BWC recording when it is safe and practicable to do so and when the approved person reasonably believes its use will:

- Provide transparency and a factual record of actions and events;
- Where they have reasonable concern for their safety or welfare (or that of another person);
- If an occupational violence incident occurs or their evaluation indicates the occurrence of an incident is imminent;
- To assist in capturing evidence of a breach of an Act, legislation, or local law the City is responsible for.
- Improve interaction with a member of the public or community; and
- As directed by their supervisor for purposes related to safety or welfare of employees or other persons, or for training purposes where none of the above apply and other persons have been informed the reason for the activation and are a party to the training.

Prior to activating the BWC recording, or as soon as practicable after the recording commences and it is safe to do so, the Authorised Person must verbally alert all parties in the immediate vicinity that the interaction is being recorded on a BWC. The alert should focus on the use of the device for the protection of all parties.

A BWC should only be de-activated where it is safe and practicable to do so and when the approved officer reasonably believes there is no longer an operational reason for its use.

BWC recording will not be activated except in accordance with this policy and the activation framework. If an authorised person becomes aware that recording has commenced inadvertently, the camera must be turned off immediately and the activation documented.

Wilfully activating the BWC recording for any unauthorised purpose may deemed to be a criminal offence and may result in disciplinary and legal action.

Footage obtained through the use of a BWC is classed as a state record and can only be destroyed in accordance with the State Records Act 2000.

**Access, use and disclosure of recorded data**

Access to the original recorded data for the purpose of reviewing and extracting recorded data will be restricted to the approved officer, Ranger Coordinator, Manager of Public Health and Safety, or Designated Information Technology Manager, insofar as their technological responsibilities and as directed by the CEO.

Access to an extract of the recorded data for the purpose of viewing, copying or disclosing recorded data will be restricted to an approved officer, Ranger Coordinator, Manager of Public Health and Safety, and as directed by the CEO.

The *Surveillance Devices Act 1998* (SDA) defines a private conversation as any conversation carried on in circumstances that may reasonably be taken to indicate that any of the parties to the conversation desires it to be listened to only by themselves but does not include a conversation carried on in any circumstances in which the parties to the conversation ought reasonably to expect that the conversation may be overheard.

Private conversations may not be listened to by anyone other than those that were a party to it. To avoid recording any private conversation, approved officers must always verbally inform any person that they are being recorded, if there is a chance that the conversation could be considered private.

**Legislative and Strategic Context**

Because of its capacity to record audio-visual interactions in any setting, BWC use is regulated by the *Surveillance Devices Act 1998* (SDA).

This Act regulates the use of listening devices in respect of private conversations and optical surveillance devices in respect to private activities.

Recorded data from BWC becomes stored data the release of which is regulated by:

- *Surveillance Devices Act 1998*
- *State Records Act 2000*
- *Freedom of Information Act 1992*
- *Evidence Act 1906*
- *Criminal Procedure Act 2004*
- *Privacy Act 1988 (Cmth)*

This policy aligns with the City of Albany Strategic Community Plan 2032 objective 3.1 Improve Community Safety and managing risk by promoting workplace health and safety.

**Review Position and Date**

This policy position is to be reviewed by the document owner every three years.

**Associated Documents**

Documents that have a bearing on this policy and that may be useful reference material for users of this policy, follow:

- Activation Framework
- Training through ELMO
- Code of Conduct for Persons with Access to Recorded Material (Audio, CCTV, Camera Footage)
- Release Form for Recorded Material (CCTV, Surveillance Photographs, Audio) (30/06/2022)

## Definitions

Key terms and acronyms used in the policy, and their definitions:

- **BWC** means Body Worn Camera and is a device that is worn on the person capable of recording both audio and visual images simultaneously.
- **Record**, in relation to a private conversation, includes a statement prepared from such a record and **to record** includes visual and sound recording. **Record** also includes, for the purpose of State Records Act 2000, anything from which images, sounds or writings can be reproduced with or without the aid of anything else; and any thing on which information has been sorted or recorded, wither mechanically, magnetically, or electronically.
- **private conversation** means any conversation carried on in circumstances that may reasonably be taken to indicate that any of the parties to the conversation desires it to be listened to only by themselves, but does not include a conversation carried on in any circumstances in which the parties to the conversation ought reasonably to expect that the conversation may be overheard
- **private activity** means any activity carried on in circumstances that may reasonably be taken to indicate that any of the parties to the activity desires it to be observed only by themselves, but does not include an activity carried on in any circumstances in which the parties to the activity ought reasonably to expect that the activity may be observed
- **Authorised Audio & Visual Operations**, allows for the viewing and use of recorded material, with the condition that material is not to be used to 'Performance Manage' staff unless directed and authorised by the Manager People & Culture (Code of Conduct for Recorded Material acquired on city of Albany Property).

<b>Document Approval</b>			
<b>Document Development Officer:</b>		<b>Document Owner: (<i>Member of EMT</i>)</b>	
Manager Public Health and Safety • Health   Ranger Coordinator		Executive Director Corporate and Commercial Services • Corporate Services	
<b>Document Control</b>			
<b>File Number - Document Type:</b>		CM.STD.7 – Policy	
<b>Synergy Reference Number:</b>			
<b>Status of Document:</b>		<b>Administrative decision:</b> Approved.	
<b>Quality Assurance:</b>		Public Health & Safety, Governance & Risk, Information Technology Team's	
<b>Distribution:</b>		Public Document	
<b>Document Revision History</b>			
<b>Version</b>	<b>Author</b>	<b>Version Description</b>	<b>Date Completed</b>
0.1	Ranger Coordinator	Draft Version 1 – Prepared for internal review	18/05/2022
0.2	Ranger Coordinator	Draft Version 2 – Amended post feedback from Governance & Risk and Public Health & Safety Teams.	22/08/2022
0.3	Ranger Coordinator	Draft Version 3 – Prepared for final review.	24/11/2022



## Standard Operating Procedure on Body Worn Cameras

### 1.0 Objective

Standard Operating Procedures (SOP) manage the operational use of Body Worn Cameras (BWC) and related Recorded Data management systems for the City of Albany (City).

This document provides procedures and information relating to the use of BWCs, associated equipment and the subsequent management of stored recorded data.

### 2.0 Scope

This procedure applies to:

- City Authorised Persons trained in the use of and approved to wear BWCs by the Chief Executive Officer (CEO).
- Line Managers responsible for Authorised Persons and Information Technology (IT) Support Officers, insofar as they have supervisory and technical responsibilities in relation to BWC data storage and disposal.

### 3.0 Responsibility

This SOP is to be read in conjunction with the City of Albany Policy Document for Body Worn Cameras. Both the SOP and policy document apply to all Authorised Officers wearing the BWC as part of their Personal Protective Equipment (PPE).

All recordings produced by BWC are state records and must be managed in accordance with the *State Records Act 2000*.

BWC recordings are not exempt from Freedom of Information requests.

The decision to start or stop recording must be carried out in accordance with the Activation Framework.

The use of personal recording devices is not authorised.

BWC is only to be used as an overt (i.e., displayed) device.

Assigned responsibility actions follow:

- **Authorised Person** – responsible for the day-to-day use, security, storage and charging of BWCs and the downloading, storage, retrieval and lawful use and dissemination of recorded data.
- **Ranger Coordinator** – responsible for ensuring Rangers are using BWCs and associated recorded data in accordance with these Policy and Procedure documents and related legislation and receive adequate training in the use of BWC.
- **Manager of Public Health & Safety** – responsible owner of Policy and Procedure and the application of said policy and procedure.
- **Information Technology Support Officers** – responsible for maintenance of BWCs and associated equipment. Responsible for ensuring software and IT platforms required to store, access and review, copy and download of recorded data is operational and fit for purpose.

## 4.0 PROCEDURE

The City utilise the Axis W100 BWC in conjunction with the Milestone CCTV platform and XProtect Professional Interface (used for the City CCTV system).

AXIS W100 Body Worn Camera is an easy-to-use, lightweight and robust body worn camera with an operating time of over 12 hours at 1080p. It delivers sharp images even in challenging conditions and has dual microphones for excellent audio and noise suppression. AXIS W100 features the Klick Fast System, making it compatible with most available mounting options. The camera also features a GPS/GNSS receiver for location data, Bluetooth® Low Energy 4.1, IEEE 802.11b/g/n, and a 6-axis gyro and accelerometer. It has an operating time of up to 17 hours and dual microphones for noise suppression.

Please read the *daily user guide* (See Appendix 1) for instruction on using the Axis BWC device.

The BWC must be worn in a prominent location so the BWC is clearly visible to persons facing the Authorised Officer from front on.

At the commencement of each shift Authorised Officers will allocate themselves a BWC and will conduct maintenance checks and ensure adequate battery charge. Any malfunctioning BWC equipments is to be reported immediately to the Ranger Coordinator.

### 4.1 Activation Framework

The decision to start or stop recording with a BWC, rests with the Authorised Officer, having due regard to all the circumstances including information contained within the City BWC Policy document and these SOPs.

When a party to a conversation is alerted that the conversation is being recorded on a BWC, the conversation can no longer be considered private, likewise an activity. If any party does not wish to participate in the conversation or activity knowing that it is no longer private, they do not have to.

#### 4.1.1 Recording Considerations

- BWC is only to be used as a **overt device**. The Surveillance Devices Act 1988 (SDA) restricts when and how listening and optical surveillance devices are used. Generally speaking, it is an offence to knowingly record private conversations and private activities to which you are not a party.
- Authorised Officers using BWC must always, unless it is impracticable or unsafe to do so, give reasonable verbal notification to persons present of the fact they are being recorded. An example of reasonable verbal notification could be:
 

*'I am using a Body Worn Camera and we are currently being recorded.'*
- It would be appropriate to gesture towards the device to reinforce this message, which may be especially relevant when dealing with vulnerable persons.
- When safe and practicable to do so, an Authorised Officer should introduce themselves formally and provide the time, date and location for the recording and request the person they are speaking to to introduce themselves as well.
- Where practicable, restrict recording to events, individuals or areas where it is necessary to provide evidence relevant to the incident or when the Authorised Officer reasonably suspects an incident of occupational violence or aggression is imminent or is occurring.
- Do not use BWC to record an entire shift or patrol.
- It is expressly prohibited to use a surveillance device in change rooms, toilets and bathrooms.
- The likelihood of BWC inadvertently capturing background events and peripheral conversations will have to be managed.
- Should an investigation lead to a prosecution, all BWC recordings relating to the investigation are disclosable.



#### 4.1.2 Activation

A BWC should be activated by an Authorised Officer where it is safe and practicable to do so and when its use will:

- Promote and maintain a safe work environment and reduce the risk of occupational aggression or violence.
- Assist in capturing evidence and/or facts pertinent to an operational matter, including a record of interview with a suspect.
- Provide transparency and a factual record of interactions between parties.
- When exercising a legislated or common law power.
- When executing a search warrant.

#### 4.1.3 Ceasing a BWC recording

Authorised Officers, when it is safe and practicable to do so, shall stop recording when the reason(s) for activation is no longer applicable. Additionally, Authorised Officers shall stop recording when:

- The use of BWC may be causing an escalation of an incident, is obstructing or delaying the peaceful resolution of the incident.
- The Authorised Officer decides to cease recording after considering a request by a member of the public to stop.

#### 4.1.4 When Not to Use a BWC

Authorised Officers should not start a BWC recording in circumstances including, but not limited to:

- When engaged in discussions concerning City Ranger methodology, covert operations (such as installation of Swann Outback cameras) or during briefings/debriefings.
- Where a reasonable expectation of privacy exists and the activation framework is not applicable (e.g. change rooms, toilets, internal City buildings and structures not accessible to the public).
- When undue distress is caused by the use of the BWC in recording a complainant.
- When obtaining a complainant or witness statement.

#### 4.1.5 Request to Stop a Recording

When asked by a member of the public to stop a BWC recording, the Authorised Officer shall assess the situation (e.g. motivation, religious location or cultural reasons) against the Activation Framework. Authorised Officers should ask themselves:

- Am I collecting evidence under a legislated or common law power?
- Is an incident likely to occur (e.g. escalation of aggression) or is still occurring?
- Will the recording support best evidence and provide transparency of the Authorised Officer's interaction.

If the answer to any of these questions is yes, then the recording should be continued. If necessary the recording can be restricted or redacted.

#### 4.1.6 End of Shift Procedure

At the end of each shift, Authorised Officers will:

- Utilise the Axis Docking Port to download any recorded data. Once the BWC is inserted correctly into the docking port, it will automatically commence downloading and recharging.
- Inspect the BWC for any damage.
- Identify and categorise BWC recordings.

## 4.2 Complainant and Witness Interaction

A BWC may capture a complainant or witnesses initial account of events, including their physical appearance and behaviour. A BWC recording does not negate the requirement to obtain a complainant or witness statement.

### 4.2.1 Refreshing Memory

If a complainant or witness statement was not obtained during the initial interaction and some time has passed before obtaining that statement, a complainant or witness may be shown their recorded account prior to giving their statement. They should only be shown their account.

In addition to the complainant/witness account of events, the statement should include:

- Date and time the complainant/witness account was initially captured by BWC
- A paragraph explaining the time/date they viewed the recording and the Authorised Officer showing the recording
- The BWC recording Synergy reference number
- An 'EXHIBIT' notation should be included in the margin of the statement next to mention of the BWC.

### 4.2.2 Suspect Interaction

A BWC may capture a suspect's spontaneous account, version of events, physical appearance and behaviour prior to the Authorised Officer having the opportunity to alert the person to the fact their interaction is being recorded and before the Authorised Officer can provide the verbal caution to the suspect.

An Authorised Officer who intends to question a suspect about an incident that may lead to an infringement or possible prosecution should always provide the caution and advise the suspect that the interaction is being recorded and that recording may be used in evidence at court.

Authorised Officers should ensure that any suspect interview is voluntary and fair.

## 4.3 Management of Digital Evidence

All BWC recordings should be considered as digital evidence.

At the completion of the Authorised Officers shift the BWC will be placed into the BWC docking station, which will automatically commence uploading recorded data to City Milestone CCTV server. BWC recordings have their own separate server within Milestone.

### Review Position and Date

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

### Enabling Legislation, Policy, or Guideline

Documents that have a bearing on this procedure and that may be useful reference material for users of this procedure, follow:

- Body Worn Camera Policy
- Attachment 1 – Axis body worn solution – User Guide



Axis User Guide.pdf

- Attachment 2 – BWC Training Questions

<b>Document Approval</b>			
<b>Document Development Authorised Officer:</b>		<b>Document Owner:</b>	
Ranger Coordinator		Manager Public Health & Safety	
<b>Document Control</b>			
<b>File Number - Document Type:</b>	CM.STD.8 – Procedure		
<b>Document Reference Number:</b>	(Created when cover sheet is created in Synergy Records Module)		
<b>Status of Document:</b>	<b>Administrative decision:</b> Draft		
<b>Quality Assurance:</b>	Ranger, Information Technology and Governance & Risk Teams		
<b>Distribution:</b>	Internal Document		
<b>Document Revision History</b>			
<b>Version</b>	<b>Author</b>	<b>Version Description</b>	<b>Date Completed</b>
0.1	Ranger Coordinator	Draft – v1: Prepared for internal stakeholder review.	24/11/2022
0.2	Ranger Coordinator	Draft – v1: Amended post review by Governance & Risk.	25/11/2022

# Attachment 1 – Axis body worn solution – User Guide

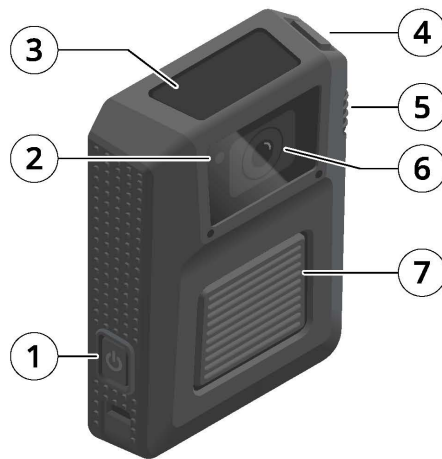
## Axis body worn solution

### Camera user guide

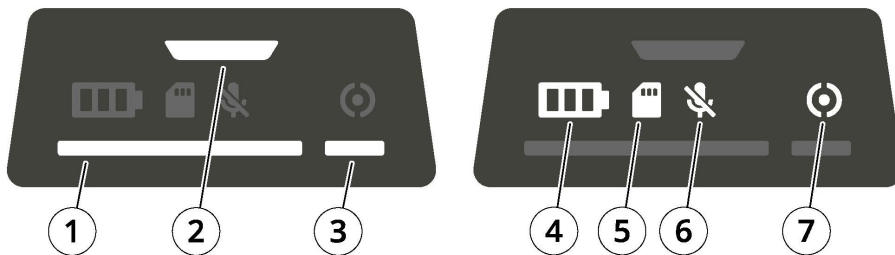
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#### Camera user guide

#### Product overview



- 1 Power button
- 2 Front recording indicator
- 3 Display
- 4 Top button
- 5 Function button
- 6 Camera lens
- 7 Front button



Axis body worn solution

Camera user guide

Number	Name	Description
1	Docking status	Green: Camera is ready to use (battery charged, files transferred, software up to date).  Pulsing amber: Battery charging, file transfer, software update (any combination of) is ongoing.
2	Recording status	Red: Recording
3	Operation status	Green: Standby, ready to use  Flashing green: Less than 0.5 hours of battery (red battery status) or storage (red storage status) left  Amber: Recording not possible (storage error, software error, or other operational error)
4	Battery status	Green: >1 hour left  Amber: 0.5–1 hours left  Red: 0–0.5 hours left
5	Storage status	Green: >1 hour of recording left  Amber: 0.5–1 hours of recording left  Red: 0–0.5 hours of recording left
6	Microphone	Lights up if you've turned off the microphone
7	Camera extension	Green: Camera extension connected  Pulsing amber: Switching between camera sources when connecting the camera extension to the body worn camera. Recording is disabled.  Red: Camera extension error

Daily use

I want to...	Action needed	Information
Turn on my camera	Press the power button.	The status LEDs pulse amber until the camera is ready for use. Then the operation status LED turns green. This takes about 15 s.
Turn off my camera	Press and hold the power button for 5 s.	The camera vibrates and beeps.
Start a recording	Press the front button once.  1	The camera vibrates, beeps and the front recording indicator turns on when the recording starts.  1
Stop a recording	Press the front button for at least 4 s.	The camera vibrates and beeps when the recording stops.

## Axis body worn solution

### Camera user guide

Turn off microphone (audio is on by default)	Press the <b>function button</b> for at least 3 s.	Microphone LED on.
Turn on microphone	Press the <b>function button</b> for at least 3 s.	Microphone LED off
Turn on silent mode	Press the <b>top button</b> for at least 3 s.	Turns off the display, front recording indicator, beep, and vibration.
Turn off silent mode	Press the <b>top button</b> for at least 3 s.	Turns on the display, front recording indicator, beep, and vibration.
Check remaining battery capacity	Press the <b>top button</b> and check the battery status on the display.	Green: >1 hour left Amber: 0.5–1 hours left Red: 0–0.5 hours left
Check remaining storage capacity	Press the <b>top button</b> and check the storage status on the display.	Green: > 1 hour of recording left Amber: 0.5–1 hours of recording left Red: 0–0.5 hours of recording left

1. This can be configured in AXIS Body Worn Manager.

Download and print the **AXIS W100 Daily Use Guide** to help the camera users in their daily work.



**AXIS W100 Daily Use Guide**



**AXIS W100 Daily Use Guide**

#### Starting a shift

We recommend checking a few things before starting a shift:

- Before you undock the camera, make sure that the docking status is green, which indicates that the battery is charged, all files are transferred, and that the software is up to date.

## Axis body worn solution

### Camera user guide

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#### Note

If file transfer is not complete when you undock the camera, you must dock it to the same system controller at the end of the shift. A different system controller will not accept the camera. The storage LED lights up and the docking status LED flashes amber to indicate that you need to dock the camera in the system controller that was used initially for the file transfer.

- When you undock the camera, it restarts. This takes about 20 seconds, after which the camera is ready to use.
- Clean the window, using a dry, nonabrasive cloth. See *Cleaning* for more cleaning recommendations.

#### Ending a shift

#### Important

Always dock your body worn camera after a shift. This ensures that:

- the camera battery is charged before the next shift
- all content is uploaded to the system controller
- the camera's software is up to date
- camera settings and user configuration is synchronized with the system
- When you dock the camera, it restarts. After about 10 seconds the status LEDs start pulsing with amber light. After another 10 seconds the camera starts uploading content. The docking status LED shows amber light.
- It takes 3–6.5 hours to fully charge a depleted battery.
- The time to upload recorded video varies. For example, 12 hours of recorded video can take up to about 30 minutes to upload to the system controller, depending on the bitrate of the video recordings.

#### Note

If a camera is not docked for eight weeks, it's locked by the system for security reasons, see *Unlock cameras*.

#### Battery health

To ensure optimal battery capacity throughout the life of the product, follow these recommendations on normal use.

#### NOTICE

- Always use the camera within the operating temperature range  $-20^{\circ}\text{C}$  ( $-4^{\circ}\text{F}$ ) to  $55^{\circ}\text{C}$  ( $131^{\circ}\text{F}$ ). Using the camera outside of the specified temperature range damages the battery.
- Always charge the camera within the charging temperature range  $-0^{\circ}\text{C}$  ( $32^{\circ}\text{F}$ ) to  $40^{\circ}\text{C}$  ( $104^{\circ}\text{F}$ ). Charging the camera outside of the specified temperature range damages the battery.
- Do not leave the camera in your car. Temperatures in parked cars can exceed the specified temperature range.
- Always recharge a camera that is turned off with a low battery, as soon as possible. The battery discharges over time, which shortens the expected battery life.

To ensure optimal battery capacity throughout the life of the product, follow these recommendations on storage.

BWC TRAINING QUESTIONS:

- 1. Which Western Australian legislation defines the terms ‘Private Conversation’ and ‘Private Activity’?**
  - a. State Records Act 2000
  - b. Surveillance Devices Act 1998
  - c. Freedom of Information Act 1992
  - d. Interpretation Act 1984
  
- 2. What is an Authorised Person and/or Officer in relation to the City of Albany Policy and Standard Operating Procedures for Body Worn Cameras?**
  - a. An officer authorised to issue infringements
  - b. An officer authorised under the Register of Delegations & Authorisations
  - c. An officer who has undertaken the training package in ELMO on the use and wearing of Body Worn Cameras
  - d. An officer authorised by the Chief Executive Officer of the City of Albany
  - e. Both c. & d.
  
- 3. What should an Authorised Person and/or Officer do, when it is safe and practicable to do so, when activating a Body Worn Camera?**
  - a. Make sure the camera has sufficient charge in the battery to record the interaction.
  - b. Make sure they take the lens cap off before they activate the camera
  - c. Provide a verbal warning to all persons involved that the interaction is being recorded on a body worn camera.
  - d. Point or gesture at the body worn camera
  - e. Both c. & d.
  
- 4. Where is an Authorised Person and / or Officer not allowed to activate a body worn camera?**
  - a. On approach to a person’s house to discuss a dog attack complaint
  - b. On attendance at the scene where it is alleged dogs have caused injury to livestock
  - c. When in a change room, bathroom, or toilet.
  - d. When taking an initial account from a complainant
  
- 5. True or False – Body Worn Camera recordings are not exempt from Freedom of Information requests?**
  - a. True
  - b. False



**6. True or False – Body Worn Cameras are a covert device**

- a. True
- b. False

**7. True or False – In the event of a prosecution in court, recordings from a body worn camera are disclosable?**

- a. True
- b. False

**8. When should Authorised Persons and/or Officers not start recording on their BWC?**

- a. When engaged in conversations with colleagues about ranger investigation methodology or during normal office meetings and briefings
- b. Where a reasonable expectation of privacy exists and the activation framework is not applicable.
- c. When undue distress is caused by the use of the BWC in recording a complainant.
- d. When obtaining a complainant or witness statement
- e. All of the above



Office Use Only
TRIM: _____
Grant No: _____
Project Coordinator: _____

# CSRFF Small Grants Application Form

**For projects up to \$300,000 to be acquitted by 15 June 2024**

<b>You <u>MUST</u> discuss your project with an officer from your nearest Department of Local Government, Sport and Cultural Industries office before completing and submitting your application. Failure to do so will render your project ineligible.</b>		
<b>All applications <u>MUST</u> be submitted to your local government. Contact your local government to determine the cut-off date for the submission of applications.</b>		
DLGSC Contact: Mel Eastough	Date: 24/2/2023	Office: Great Southern

## Applicant's Details:

Organisation Name:	City of Albany				
Postal Address:	P O BOX 484				
Suburb:	ALBANY	State:	WA	Postcode:	6330
Street Address:	52-70 Barker Road				
Suburb:	ALBANY	State:	WA	Postcode:	6330

## Preferred Contact Person:

*All application correspondence will be directed to this person*

Name:	Mitchell Green	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Manager Recreation Services		
Business Phone:	(08) 6820 3437	Facsimile:	
Mobile Phone:	0450 472 208	Email:	Mitchell.green@albany.wa.gov.au

## Organisation Business Details:

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 94 717 875 167
Is your organisation registered for GST?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGA's exempt
Is your organisation not-for-profit?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Is your organisation incorporated?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Incorporation #: N/A – LGA Application *
Bank details:	Bank: Commonwealth	BSB: 066 500 A/c: 101 627 96

## Local Government Authority Details:

LGA:	City of Albany		
Contact:	Mitchell Green	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Manager Recreation Services		
Business Phone:	(08) 6820 3437	Facsimile:	
Mobile Phone:	0450 472 208	Email:	<a href="mailto:Mitchell.green@albany.wa.gov.au">Mitchell.green@albany.wa.gov.au</a>

## PROJECT DETAILS

**Project Title (brief and specific):** Youth Challenge Park - Multi-Use Outdoor Court Construction

### Project Description:

The overarching vision of the proposed project is to construct a full-size multi use outdoor court which will ultimately complete the Youth Challenge Park and cement its position as a key asset to the City of Albany and Great Southern region.

The Youth Challenge Park, located within the Centennial Park Sporting Precinct is a contemporary, well-designed active sports and skills space (including, but not limited to a pump track, jump track and skills space), encouraging participation and catering to people of all ages and families.

This project will complete the Youth Challenge Park and will position its status within the Centennial Park Sporting Precinct as an anchor development in the creation of a youth hub and assisting in attracting and retaining young people in the region.

The intention of the project is to create a publically available multi-use court facility available for many different sports and activities. With no full-sized outdoor courts available to the public within the City of Albany, there is a need and a demand to do so. Indoor courts at Albany Leisure & Aquatic Centre are at capacity, and there are no other additional spaces available with many sports unable to utilise the centre when desired.

The publically available facility is to be made available free of charge (something ALAC cannot provide) and is intended to be shared by many groups including the City of Albany (Recreation Services), many local sporting organisations, and the wider general public (namely youth). The facility will support all genders, people with disability and people of all ages.

In undertaking the development, The City of Albany will be able to respond to a number of key challenges;

- To build on relationships and trust within the youth community
- Validation of youth needs and valuing young people as part of our community
- Healthy and active youth community with a range of options to participate/access an inclusive environment.
- A growing population, but with an historic trend for the outmigration of youth.

The project will leverage off a wide range of key assets, including Centennial Park Sporting Precinct, PCYC, Albany Men's Shed, the Albany Aquatic and Leisure Centre (ALAC), Scouts and the Little Athletics Club. This will provide critical linkages to enable optimised usage of a range of other assets and investments.

### How did you establish a need for your project?

The City of Albany is highly committed to improving and developing a suite of assets that promote, and are accessible to, both the City and wider Great Southern region and community. As the premier sporting precinct for the region, and one of largest recreational reserves in Australia, the driving vision for the wider Centennial Park Sporting Precinct is to create an exceptional public domain that enhances the City's liveability, boosts the City's capacity to host sporting and tourism events, connects strategic community and economic development nodes within the City, supports the attraction and retention of families and youth into the region, and enhances opportunities to address the region's health imperatives.

The Centennial Park Sporting Precinct has developed in line with an overarching master plan, and the majority of the Western and Eastern Precincts have been completed since 2012, through a series of staged developments that have included multiple sports field enhancements to suit and attract state, national and international exhibition matches (AFL, soccer, hockey, etc.), new football club facilities, drainage and landscaping. The Central Precinct and Youth Hub are now the focus of future development to complete the wider Centennial Park vision.

The opportunity for the youth precinct and development aligns with the Youth Friendly Albany Strategy and the 4 key priorities;

1. Space and Place
2. Events and social inclusion
3. Youth engagement and inclusion
4. Employment, education and training

The facility is a priority given the demonstrated need voiced within the community at a series of community consultation workshops – below is a summary of consultation;

2016 – City of Albany, along with the City's Youth Advisory Council directed and led the consultation. 685 young people participated in the consultation through online surveys, face to face discussion and workshops.

2017 – Additional consultations for the Youth Strategy were undertaken with approximately 150 young people by face to face, online and through workshops. There were also workshops held with young people around proposed future park upgrades in the town.

These workshops were very well attended and in all of the workshops a need for multipurpose sporting and leisure infrastructure to exist within Albany to give young people the option of participating in social activities like, MTB, skating, basketball, table tennis, bike paths, seating, shade, art, performance and culture were intrinsic to their wellbeing.

2018 / 2019 – It was essential to conduct targeted engagement to ensure a meaningful outcome as traditional methods such as letters do not work with this community. This engagement was to confirm the scope of the facility

needed, particularly the need for pump track, dirt jump elements and a skate plaza and to seek feedback on other elements.

Additional to this consultation the following needs are also identified from a sport and recreation perspective;

- General demand for a place for sports teams and individuals to play/train.
- ALAC indoor facilities reaching capacity. Many sports are competing for the use of ALACs indoor facilities, with many associations/clubs/teams unable to utilise ALAC when desired.
- An additional multi-use outdoor facility will facilitate additional indoor capacity across the region.
- Feedback from Youth in the past has been that cost \$\$ is a barrier to participation in sport at ALAC, the provision of a full-sized outdoor court within the existing youth precinct will remove this barrier to participation.

**What alternatives were considered and why were they rejected (e.g cost, suitability, feasibility)?**

- A basketball court only facility. Not financially viable with use primarily seasonal. Best to incorporate as many sports as possible to ensure maximum utilisation to ensure a financially viable complex for the community.
- Creating a brand-new facility – not likely to be successful for adequate funds to build a new facility within the Albany region. The development of existing infrastructure is more viable and will complement the existing assets within the Youth Challenge Park.

**How will your project increase physical activity?**

A range of benefits and impacts to physical activity are expected to result from the project:

- Provide the City of Albany with a full-sized outdoor court which is an alternative to ALAC Facilities
- The additional court space will provide increased participation in training, outdoor competitions, and social activities etc.
- It is expected the construction of the court will increase participation in both structured and passive activities will result from the Youth Challenge Park, resulting in improved physical fitness and health and improved social, analytical and life skills.
- Breakdown barriers of affordability and provide youth with a space to recreate within an existing youth precinct.
- The Youth Challenge Park facility once completed will provide a range of physical activities which will lead to healthy and active ageing, social connection and belonging.
- Public realm enhancement translating into a sense of worth and pride for the Youth.
- Event attraction to the Youth Challenge Park and surrounding future Youth Hub is poised to host a number of significant sport and youth events which will directly utilise the facilities and services provided. This will provide significant economic benefits to local and regional communities and businesses.

When complete the Youth Challenge Park will attract increased visitation and expenditure for the region, to address challenges of economic growth, diversification and harness opportunities. In turn, this will increase the capacity of the region create a richer, more balanced community by attracting new residents and retaining and better engaging existing residents, including youth.

**Have the full lifecycle costs of the project been considered and can you afford the ongoing costs of managing, maintaining and replacing the facility? Will a specific asset replacement fund be created?**

The project will have a City of Albany management team comprising a Project Manager and Project Control Group (PCG). The Project Manager will have the overall responsibility for ensuring that the project meets the objectives set, dealing with operational day to day project-related issues. The management of the project will be supported by the use of project management tools to facilitate project management, co-ordination and dissemination of information among the project’s governance structure and key stakeholders.

All works will be conducted in line with the City of Albany Asset Management, Communications, Quality Management and Procurement Policies. The new facilities will be City of Albany property and will be maintained through regular City process and maintenances plans, and an asset replacement fund will be established to support future replacements.

The basic operational management of the facilities is included in the City of Albany’s Sporting Reserves Management Handbook and falls under the responsibility of the City’s Reserve’s Leading Hand Officer.

The Communications Plan will further the delivery of the project’s key objectives by: (i) establishing a channel for communicating the project and its benefits to the community; (ii) collaborating with government agencies, Basketball and Netball associations and other stakeholders in the development of the project; (iii) developing a series of alliances with key trade organisations and trade stakeholders; and (iv) coordinating the gathering of data and information on the sector to ensure relevant benchmarking and transparency in the project’s development.

During the Project Development phase, actions will be allocated and minuted to record the development of the project’s management system. The procurement policy will attempt, where possible, to source construction materials and services from local providers with an aim to re-invest in the regional economy. Detailed copies of these plans and policies can be provided on request.

## REPORT ITEM CCS517 REFERS

The DLGSCI Sports Dimensions Guide for Playing Areas for Sport and Recreation Facilities and Basketball/Netball Australia Community Facility Guidelines have and will continue to be consulted and adhered to during all design and development phases of the project.

Installation is expected take between 6 – 12 months depending on lead times and contractor availability.

<b>Project location:</b>	Youth Challenge Park, Centennial Park – Western Precinct, WA		
<b>Land ownership:</b>	Who owns the land on which your facility will be located? City of Albany Lease Expiry (if applicable): N/A		
<b>Planning approvals</b>		If no, provide the date it will be applied for:	
<b>Where applicable, has planning permission been granted? (LGA)</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	___/___/___
<b>Aboriginal Heritage Act?</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	___/___/___
<b>Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	___/___/___
<b>Native Vegetation Clearing Permit?</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	___/___/___
<b>Please list any other approvals that are required?</b> Not Applicable.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	___/___/___
<b>Do you share your facility with other groups?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, who: PCYC and many other community stakeholders. Community stakeholders will include Basketball and Netball clubs.			

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
Netball (Clubs, Association, Casual)	40 %	30 Hours
Basketball (Clubs, Association, Casual)	60 %	50 Hours

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, enter the number of users of the facility.

2019/20	2020/21	2021/22
Basketball – 2295 Netball – 950	Basketball – 2305 Netball – 985	Basketball – 2321 Netball – 1115

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <https://www.dlgsc.wa.gov.au/sport-and-recreation/state-sporting-associations>

<b>What is the name of the State Sporting Association for your activity/sport?</b>	
Basketball WA and Netball WA	
<b>Have you discussed your project with your State Sporting Association?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Contact Name: Anita Reca & Kelly Dominak	Date of contact: February 2023.

**PROJECT DELIVERY**

**Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.**

Task	Date
Attainment of Council approvals	June/July 2023
Preparation of tender/quotes for the major works contract	August 2023
Issuing of tender for major works	September 2023
Signing of major works contract	September 2023
Site works commence	October 2023
Construction of project starts	October 2023
Project 50% complete	December 2023
Project Completed	March/April 2024
Project hand over and acquittal	April/May 2024

**Are there any operational constraints that would impact on the construction phase of your project?** (such as your sporting season, major annual event or inclement weather) – provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral.

Not Applicable – all works are to be completed as planned. New Facility and no specific deadlines are required to be met such as sporting seasons etc.

**GST**

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

**PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE**

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant’s club name, sport, location, grant purpose and grant amount.

**APPLICANT’S CERTIFICATION**

I certify that the information supplied is to the best of my knowledge, true and correct.

**Name:** \_\_\_\_\_

**Position Held:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## LODGEMENT OF YOUR APPLICATION

- Applications including all attachments are to be received electronically and officially submitted to [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au) by the cut off date. A hard copy can also be provided and should be clipped at the top left-hand corner, please do not bind.
- It is recommended that you **retain your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly named and identified** and submitted with the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

<input type="checkbox"/>	<b>Application form.</b>
<input type="checkbox"/>	<b>Incorporation Certificate.</b>
<input type="checkbox"/>	<b>Two written quotes.</b>
<input type="checkbox"/>	If your project involves the upgrade of an existing facility, include <b>photograph/s</b> of this facility.
<input type="checkbox"/>	<b>Locality map, site map and building plans</b> (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
<input type="checkbox"/>	<b>Income and expenditure statements</b> for the current and next financial years. (LGAs exempted).
<input type="checkbox"/>	<b>Written confirmation of financial commitments</b> from other sources including copies of <b>council minutes</b> . (If a club is contributing financially then evidence of their cash at hand must be provided).
<input type="checkbox"/>	For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
<input type="checkbox"/>	<b>Itemised project cost for components</b> and identified on the relevant quote for each (including cost escalation).
<input type="checkbox"/>	For projects involving floodlighting, a <b>lighting plan</b> must be supplied showing lux, configuration and sufficient power supply

### Your application will be considered not eligible if:

- You have not discussed your project with the Department of Local Government, Sport and Cultural Industries and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. **There is no onus on Department staff to pursue missing documentation.**
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made in October and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

**DEVELOPMENT BONUS APPLICANTS ONLY**

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DLGSC office to determine eligibility before applying.**

Category		Details
Geographical location	<input type="checkbox"/> Regional/remote location <input type="checkbox"/> Growth local government	
Co-location	<input type="checkbox"/> New <input type="checkbox"/> Existing	
Sustainability initiative	<input type="checkbox"/> Water saving <input type="checkbox"/> Energy reduction <input type="checkbox"/> Other	
Increased participation	<input type="checkbox"/> New participants <input type="checkbox"/> Existing participants – higher level <input type="checkbox"/> Special interest <input type="checkbox"/> Other	



**PROJECT BUDGET**

**ESTIMATED EXPENDITURE**

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component. *PLEASE ITEMISE BY COMPONENT (e.g changerooms, storage, kitchen) rather than materials (electrician, plumber, finishings).*

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
<i>ie Electrical Works</i>	25,000	27,500	<i>B &amp; S Electrical</i>
<b>Donated materials (Please provide cost breakdown)</b>			
<b>Volunteer labour (Please provide cost breakdown)</b>			
<b>Sub Total</b>			
<b>Cost escalation</b>			<i>Please explain amount used</i>
<b>a) Total project expenditure</b>			

- At least **two written quotes** are required for each component.
- If your project includes a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

## PROJECT FUNDING

Source of funding	\$Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government			LGA cash and in-kind		
Applicant cash			Organisation's cash		
Volunteer labour			Cannot exceed applicant cash and LGA contribution – max \$50,000		
Donated materials			Cannot exceed applicant cash and LGA contribution		
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CSRFF request (No Development Bonus)			up to 1/3 project cost	N	
or CSRFF request (Development Bonus)			Up to ½ project cost	N	
b) Total project funding			<b><i>This should equal project expenditure as listed on the previous page</i></b>		

**REQUIRED:** If the funding approved is less than funding requested for this project, or the project is more expensive than indicated, where would the extra funds be sourced from? Is this funding confirmed? If the project scope would be reduced, which components would be revisited?

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

**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.

<b>Name of Local Government Authority:</b>
<b>Name of Applicant:</b>

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**

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

**Section B**

Priority ranking of no of applications received	of applications received
Is this project consistent with the	<input type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan
Have all planning and building approvals been given for this project?	<input 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.*

<p>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?</p>
<p>2. A) <i>If a community group application:</i> 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?</p> <p>B) <i>If a council application:</i> 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?</p>
<p>3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.</p>

**Signed**

**Position**

**Date**

Applications for CSRFF funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 31 March 2023**. Late applications cannot be accepted in any circumstances.

**DLGSC OFFICES**

**PERTH OFFICE**

246 Vincent Street  
Leederville WA 6007  
GPO Box 8349  
Perth Business Centre WA 6849  
Tel: (08) 9492 7300  
[CSRFF@dlgsc.wa.gov.au](mailto:CSRFF@dlgsc.wa.gov.au)

**MID-WEST**

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Foreshore Drive  
PO Box 135  
Geraldton WA 6531  
Tel: (08) 9956 2100  
[midwest@dlgsc.wa.gov.au](mailto:midwest@dlgsc.wa.gov.au)

**PILBARA**

Karratha Leisure plex  
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PO Box 941  
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[pilbara@dlgsc.wa.gov.au](mailto:pilbara@dlgsc.wa.gov.au)

**GASCOYNE**

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[Gascoyne@dlgsc.wa.gov.au](mailto:Gascoyne@dlgsc.wa.gov.au)

**KIMBERLEY – Broome**

Unit 2, 23 Coghlan Street  
PO Box 1476  
Broome WA 6725  
Telephone (08) 9195 5750  
Mobile 0438 916 185  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

**SOUTH WEST**

80A Blair Street  
PO Box 2662  
Bunbury WA 6230  
Tel: (08) 9792 6900  
[southwest@dlgsc.wa.gov.au](mailto:southwest@dlgsc.wa.gov.au)

**GOLDFIELDS**

106 Hannan Street  
PO Box 1036  
Kalgoorlie WA 6430  
Tel: (08) 9022 5800  
[goldfields@dlgsc.wa.gov.au](mailto:goldfields@dlgsc.wa.gov.au)

**KIMBERLEY – Kununurra**

Telephone 08 9195 5750  
Mobile 0427 357 774  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

**WHEATBELT - Northam**

298 Fitzgerald Street  
PO Box 55  
Northam WA 6401  
Tel: (08) 9690 2400  
[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

**GREAT SOUTHERN**

22 Collie Street  
Albany WA 6330  
Tel: (08) 9892 0100  
[greatsouthern@dlgsc.wa.gov.au](mailto:greatsouthern@dlgsc.wa.gov.au)

**PEEL**

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16 Dolphin Drive  
PO Box 1445  
Mandurah WA 6210  
Tel: (08) 9550 3100  
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**WHEATBELT – Narrogin**

50 Clayton Road  
Narrogin WA 6312  
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[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

## 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 CSRFF and Club Night Lights Grant Applications in line with the Department of Local Government, Sport and Cultural Industries 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.
- Limit the City of Albany's contribution to small 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, shared and multi use community facilities.

The City of Albany's Capital Seed Fund aligns with the Department of Local Government, Sport and Cultural Industries CSRFF and Club Night Lights 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 and Club Night Lights Funding must:

- Be either an LGA or not for profit sport, recreation or community organisation.
- Be incorporated under the WA Associations Incorporation Act 1987.
- 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 WA Associations Incorporation Act 1987.
- Have an ABN.
- Be applying for the DLGSCI Small Grants Round.
- Have discussed their project with Recreation Services, Council Officers.

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

- Upgrade 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

## **B. Financial Contribution**

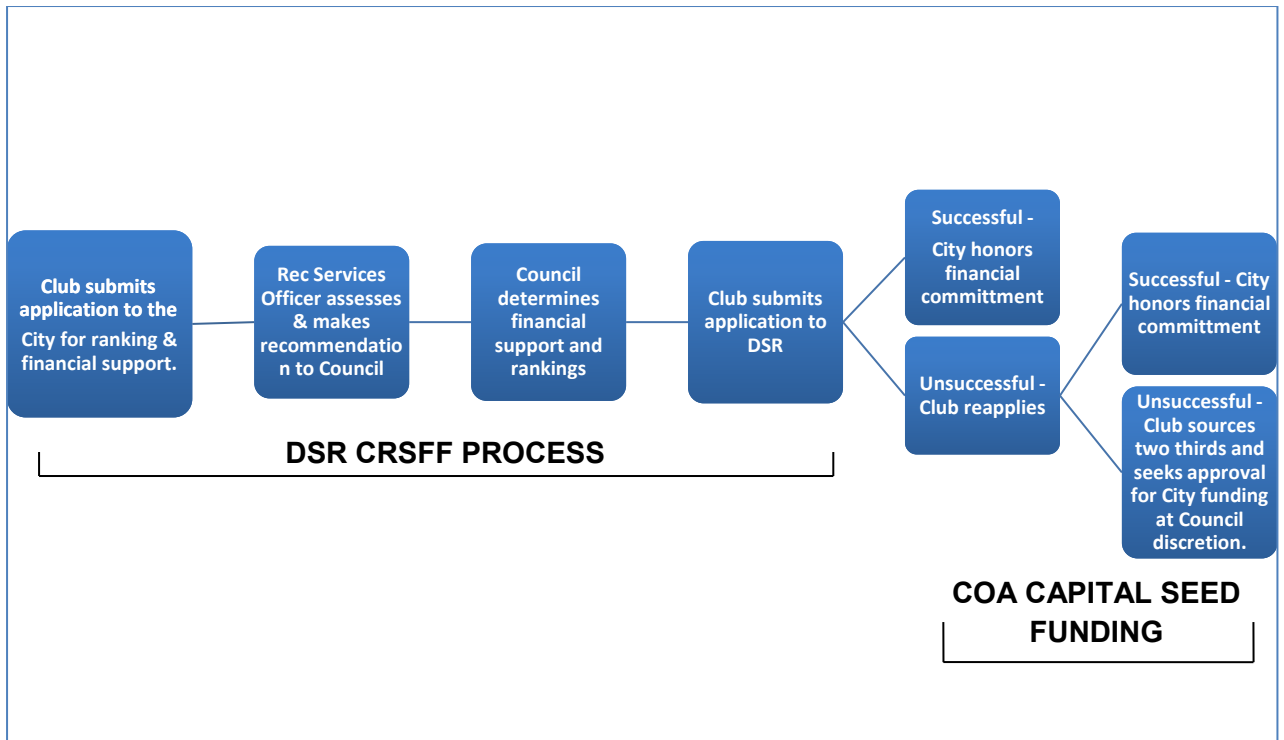
Local government is not obliged to contribute to any successful CSRFF and Club Night Lights projects.

Requests for the Capital Seed Fund may be considered by Council with the following conditions:

- Capital Seed Fund will only be awarded in support of successful CSRFF and Club Night Lights applications.
- 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.

If an applicant is unsuccessful Council may still consider contributing the maximum one third of the total estimated project costs to an applicant's project with the following conditions:

- The applicant has made at least two attempts to leverage CSRFF.
- The applicant can source the remaining two thirds of the total estimated project costs themselves.



**C. Budget Allocation and Timeframe**

The total Capital Seed Funds budget to be allocated each financial year to be determined on an annual basis. Funds allocated under this policy are able to be accessed up to 16 months from the date of allocation.

Unallocated Capital Seed Funds to be carried forward to the following financial year.

**D. Out of Scope**

This Policy does not 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.

**Legislative and Strategic Context**

The CSRFF, Club Night Lights and Capital Seed Funds for community sport and recreation groups directly relate to the City of Albany Community Strategic Plan.

**Responsibility and Policy Custodian Review Position and Date**

Oversight and delivery of activity generated by this Policy is within the Recreation Services Team.

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

## Associated Documents

All following documents relate to this policy:

- DLGSCI - CSRFF Guidelines and Application Form
- DLGSCI - Club Night Lights Guidelines and Application Form
- DLGSCI - Project Assessment Sheet
- City of Albany Public Health Plan

## Acronyms

<b>CSRFF</b>	Community Sport and Recreation Facility Fund
<b>DLGSCI</b>	Department of Local Government, Sport and Culture Industries
<b>SSA</b>	State Sporting Association
<b>LGA</b>	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.

<sup>1</sup> Healthy Active by Design [www.healthyactivebydesign.com.au/](http://www.healthyactivebydesign.com.au/)



- **Open Space Classification (from DSR):** 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.

<b>Document Approval</b>			
<b>Document Development Officer:</b>		<b>Document Owner:</b>	
Manager Recreation Services		Executive Director Commercial Services	
<b>Document Control</b>			
<b>File Number - Document Type:</b>	CM.STD.7 – Policy		
<b>Document Reference Number:</b>	NP1766753		
<b>Meta Data: Key Search Terms</b>	Sport, Recreation, Grant, Funding, Ranking, Assessment		
<b>Status of Document:</b>	<b>Council decision:</b> Adopted & Reviewed.		
<b>Quality Assurance:</b>	Executive Management Team, Community Services Committee and Council.		
<b>Distribution:</b>	Public Document		
<b>Document Revision History</b>			
<b>Version</b>	<b>Author</b>	<b>Version Description</b>	<b>Date Completed</b>
1.0	Manager Recreation Services	Adoption Reference: OCM 25/08/2015 Resolution CS022. NP1547269.	01/09/2015
2.0	MGR	Review Reference: OCM 25/02/2020 Resolution CCCS214.	12/03/2020