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# ATTACHMENTS

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## **Ordinary Meeting of Council**

**Tuesday 24 September 2013**

6.00pm

City of Albany Council Chambers

ORDINARY COUNCIL MEETING  
ATTACHMENTS –24/09/2013  
\*\* REFER DISCLAIMER \*\*

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## Council Policy – Temporary/Short Term Extended Trading Hours

### 1. Policy Statement

As directed by the 2005 referendum, Extended Trading Hours do not apply in the City of Albany except as detailed in this Policy.

During peak times, the City of Albany will adhere to the standard Retail Trading Hours applied in the Metropolitan Area being:

- a. 8am – 9pm Monday, Tuesday, Wednesday, Thursday and Friday.
- b. 8am – 5pm Saturday
- c. 11am – 5pm Sunday
- d. 11am – 5pm Public holidays
- e. CLOSED Christmas Day, Good Friday and ANZAC Day.

In special circumstances, the City of Albany will apply to the Minister for Extended Trading Hours at the discretion of the Mayor or in the absence of the Mayor, the Deputy Mayor.

Extended Trading Hours may apply on other occasions as determined by Council, contingent on the approval of the Minister. For example, retailers remain closed on ANZAC Day in the Perth area however the City of Albany may consider the seeking of approval for opening on this day.

### 2. Objective

To establish guidelines as to when Extended Trading Hours under the Retail Trading Act are to operate in the City of Albany and under what circumstances permission is to be sought from the Department of Commerce for Extended Trading Hours for General Retail Shops.

### 3. Scope

General Retail Shops in the City of Albany Municipality.

### 4. Definitions

<b>Peak Times</b>	Christmas and New Year Period (1 December to 1 January inclusive) Easter Holidays (Good Friday to Easter Monday inclusive), public holiday long weekends, and public holidays excluding Christmas day and Good Friday.
<b>Special Circumstances</b>	On arrival of a Cruise Ship or at other such times that there is expected to be an influx of people to the City at a time external to usual trading hours.
<b>Cruise Ship</b>	A passenger ship used for pleasure voyages, where the voyage itself and the ship's amenities are part of the experience.

## 5. Legislative and Strategic Context

This strategy directly relates to the following elements from the Community Strategic Plan – Albany 2023 and the Corporate Business Plan 2013-2017:

- **Theme 1; Smart Prosperous and Growing;** *we will partner business and education providers to diversify our economy and establish a culture of learning to support and grow local employment.*
  - **Objective 1.2:** To strengthen our region’s economic base.  
Strategic initiative 1.2.1: City Centre revitalisation resulting in increased activity.
  - **Objective 1.3:** To develop and promote Albany as a unique and sought after visitor destination.  
Strategic initiative 1.3.2: Tourism destination and increase in visitor numbers.

## 6. Review Position and Date

Chief Executive Officer to review on or before 30/6/2014.

## 7. Associated Documents

Nil

### Version Control

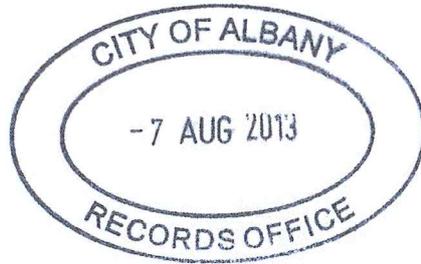
Version	Date	Status	Distribution	Comment
01	17/03/09	Adopted	Public Document	OCM 17/03/2009 Report Item 12.8.2
02	29/12/10	Amended	Public Document	Formatting only.
03	03/09/13	Amended - Reviewed and updated	Economic Development Committee	ED003 – Submitted to Committee for review and recommendation to Council.
04	06/09/13	Draft	Public Document	Formatting only. Submitted to Council for adoption.

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*This information contained in this document is a guide only. Verification with original Local Laws, Acts, Planning Schemes, and other relevant documents is recommended for detailed references. The City of Albany accepts no responsibility for errors or omissions.*



5<sup>th</sup> August 2013

Mr Cameron Woods  
 Executive Director of Community Services  
 City of Albany  
 PO Box 484  
 Albany WA 6330

City of Albany Records  
 Doc No ICR13106622  
 File ED.PRM.2  
 Date 07 AUG 2013  
 Officer MTDS:EDCOM

Attach  
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Dear Cameron

**RE: Extended Retail Trading for December 2013**

Pursuant to City of Albany extended retail trading policy, and in line with the precedent set over recent years, the Albany Chamber of Commerce & Industry wishes to apply for extended trading hours for General Retail Shops in Albany during the month of December 2013 in the lead up to Christmas and New Year. This request is in line with the decision by the Minister for Commerce in 2012.

The dates we wish to apply for are:

Sunday 1 December	11am – 5pm
Monday 2 December	8am – 9pm
Tuesday 3 December	8am – 9pm
Wednesday 4 December	8am – 9pm
Friday 6 December	8am – 9pm
Sunday 8 December	11am – 5pm
Monday 9 December	8am – 9pm
Tuesday 10 December	8am – 9pm
Wednesday 11 December	8am – 9pm
Friday 13 December	8am – 9pm
Sunday 15 December	11am – 5pm
Monday 16 December	8am – 9pm
Tuesday 17 December	8am – 9pm
Wednesday 18 December	8am – 9pm
Friday 20 December	8am – 9pm
Sunday 22 December	11am – 5pm
Monday 23 December	8am – 9pm
Tuesday 24 December	8am – 6pm
Thursday 26 December	8am – 9pm
Friday 27 December	8am – 9pm
Sunday 29 December	11am – 5pm
Monday 30 December	8am – 6pm
Tuesday 31 December	8am – 6pm
Wednesday 1 January	8am – 5pm

76 Collie Street, Albany WA 6330 P (08) 9845 7888 E admin@albanycci.com.au  
 PO Box 5273, Albany WA 6332 F (08) 9845 7877 W www.albanycci.com.au

**“Serving Albany & the Great Southern since 1892”**

We trust you will give full consideration to our application, and should you require further information, please contact the Chamber on 9845 7888.

Kind regards,

**REDACTED**

**Russ Clark**  
**Chief Executive Officer**

cc Matthew Bird

**City of Albany**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31st July 2013**

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**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

REPORT ITEM CSF013 REFERS

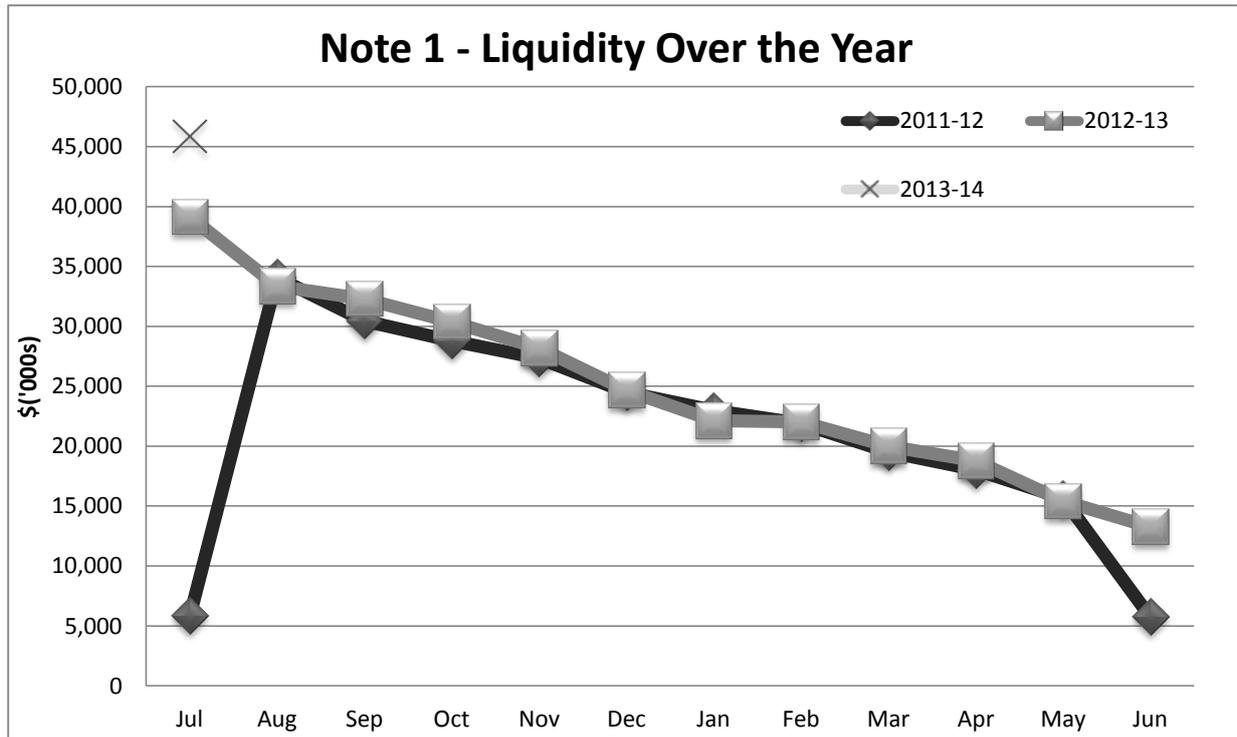
City of Albany  
**STATEMENT OF FINANCIAL ACTIVITY**  
 (Nature or Type)  
 For the Period Ended 31st July 2013

Note	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Grants & Subsidies	2,760,891	2,760,891	92,372	3,170	(89,202)	(2814.0%)	▼
Contributions, Donations & Reimbursements	489,278	489,278	1,875	95,365	93,490	98.0%	▲
Profit on Asset Disposal	129,637	129,637	10,803	0	(10,803)	(100.0%)	
Fees and Charges	15,082,994	15,082,994	5,828,609	5,909,819	81,210	1.4%	▲
Interest Earnings	1,086,913	1,086,913	8,605	15,602	6,997	44.8%	
Other Revenue	404,000	404,000	746	3,623	2,877	79.4%	
<b>Total (Excluding Rates)</b>	<b>19,953,713</b>	<b>19,953,713</b>	<b>5,943,010</b>	<b>6,027,579</b>	<b>84,569</b>		
<b>Operating Expense</b>							
Employee Costs	(21,172,866)	(21,172,866)	(1,600,906)	(1,241,755)	359,151	28.9%	▼
Materials and Contracts	(16,386,158)	(16,386,158)	(1,338,455)	(481,635)	856,820	177.9%	▼
Utilities Charges	(1,750,726)	(1,750,726)	(145,892)	(10,235)	135,657	1325.5%	▼
Depreciation (Non-Current Assets)	(12,271,352)	(12,271,352)	(1,022,614)	(1,022,614)	0	0.0%	
Interest Expenses	(859,851)	(859,851)	22,214	(3)	(22,217)	(787830.5%)	
Insurance Expenses	(745,892)	(745,892)	0	0	0		
Loss on Asset Disposal	(313,743)	(313,743)	(26,145)	0	26,145	100.0%	
Other Expenditure	(2,208,658)	(2,208,658)	(184,057)	(106,986)	77,071	72.0%	▼
Less Allocated to Infrastructure	788,531	788,531	65,702	8,364	(57,338)	685.6%	▼
<b>Total</b>	<b>(54,920,715)</b>	<b>(54,920,715)</b>	<b>(4,230,153)</b>	<b>(2,854,864)</b>	<b>1,432,627</b>		
<b>Contributions for the Development of Assets</b>							
Grants & Subsidies	23,720,796	23,720,796	1,000,273	0	(1,000,273)	(100.0%)	▼
Contributions, Donations & Reimbursements	1,000,000	1,000,000	0	0	0		
<b>Net Operating Result Excluding Rates</b>	<b>(10,246,206)</b>	<b>(10,246,206)</b>	<b>2,713,130</b>	<b>3,172,715</b>	<b>516,923</b>		
<b>Funding Balance Adjustment</b>							
Add Back Depreciation	12,271,352	12,271,352	1,022,614	1,022,614	0	0.0%	
Adjust (Profit)/Loss on Asset Disposal	184,106	184,106	15,342	0	(15,342)	(100.0%)	
<b>Funds Demanded From Operations</b>	<b>2,209,252</b>	<b>2,209,252</b>	<b>3,751,086</b>	<b>4,195,329</b>	<b>501,581</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	1,924,400	1,924,400	109,951	94,978	(14,973)	(15.8%)	
<b>Total</b>	<b>1,924,400</b>	<b>1,924,400</b>	<b>109,951</b>	<b>94,978</b>	<b>(14,973)</b>		
<b>Acquisition of Fixed Assets</b>							
Land and Buildings	(8,025,741)	(8,025,741)	0	(20,400)	(20,400)	(100.0%)	
Plant and Equipment	(3,654,492)	(3,654,492)	0	(249,404)	(249,404)	(100.0%)	▲
Furniture and Equipment	(842,314)	(842,314)	(61,619)	(3,664)	57,955	1581.8%	▼
Infrastructure Assets - Roads	(5,953,283)	(5,953,283)	0	(2,117)	(2,117)	(100.0%)	
Infrastructure Assets - Other	(26,542,942)	(26,542,942)	(238,333)	(241,304)	(2,971)	(1.2%)	
<b>Total</b>	<b>(45,018,772)</b>	<b>(45,018,772)</b>	<b>(299,952)</b>	<b>(516,889)</b>	<b>(216,937)</b>		
<b>Financing/Borrowing</b>							
Debt Redemption	(2,615,254)	(2,615,254)	(17,628)	(17,331)	297	1.7%	
Loan Drawn Down	2,127,000	2,127,000	0	0	0		
<b>Total</b>	<b>(488,254)</b>	<b>(488,254)</b>	<b>(17,628)</b>	<b>(17,331)</b>	<b>297</b>		
<b>Demand for Resources</b>	<b>(41,373,374)</b>	<b>(41,373,374)</b>	<b>3,543,457</b>	<b>3,756,087</b>	<b>269,969</b>		
<b>Restricted Funding Movements</b>							
Opening Funding Surplus(Deficit)	11,100,936	11,100,936	11,100,936	13,256,078	2,155,142	(16.3%)	▲
Transfer to Reserves	(13,640,795)	(13,640,795)	0	0	0		
Transfer from Reserves	15,090,919	15,090,919	0	0	0		
Rate Revenue	28,961,011	28,961,011	28,713,511	28,872,585	159,074	0.6%	▲
<b>Closing Funding Surplus(Deficit)</b>	<b>138,697</b>	<b>138,697</b>	<b>43,357,904</b>	<b>45,884,750</b>	<b>2,584,185</b>		

**City of Albany**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st July 2013**

**Note 1: NET CURRENT FUNDING POSITION**

	Positive=Surplus (Negative=Deficit)			
	2013-14			
	Note	This Period	Last Period	Same Period Last Year
	\$	\$	\$	
<b>Current Assets</b>				
Cash Unrestricted	13,525,345	16,302,229	10,387,385	
Cash Restricted	13,842,525	13,821,958	5,334,856	
Receivable - Rates and Rubbish	37,123,960	1,056,309	34,930,791	
Receivables - Other	1,965,555	1,716,693	2,796,846	
Accrued Income	31,659	429,268	0	
Prepaid Expenses	0	131,586	0	
Investment Land	1,312,138	1,312,138	1,681,028	
Stock on Hand	518,158	498,075	661,848	
	<b>68,319,341</b>	<b>35,268,257</b>	<b>55,792,754</b>	
<b>Less: Current Liabilities</b>				
Payables	(7,657,613)	(6,250,071)	(4,049,342)	
Accrued Expenses	0	(289,284)	0	
Income in advance	(432,631)	(795,156)	0	
Provisions	(2,803,171)	(3,153,823)	(3,040,065)	
Retentions	(147,259)	(147,259)	0	
	<b>(11,040,674)</b>	<b>(10,635,594)</b>	<b>(7,089,407)</b>	
Add Back: Loans	2,597,541	2,614,871	770,406	
Less: Cash Restricted	(12,679,319)	(12,679,320)	(8,648,810)	
Investment land	(1,312,138)	(1,312,138)	(1,681,028)	
<b>Net Current Funding Position</b>	<b>45,884,750</b>	<b>13,256,077</b>	<b>39,143,915</b>	



**Comments - Net Current Funding Position**

City of Albany  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31st July 2013

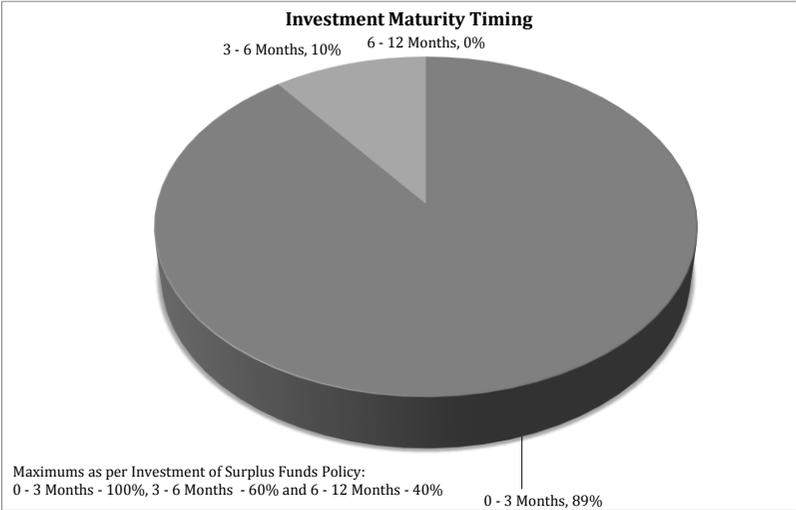
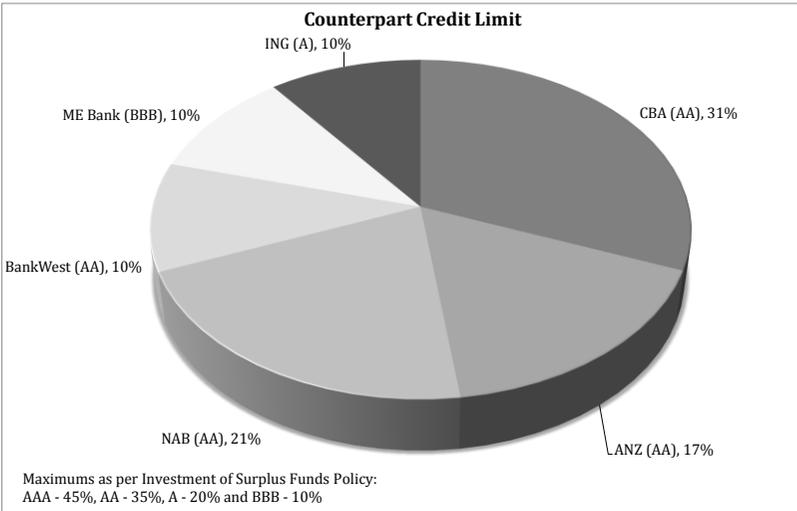
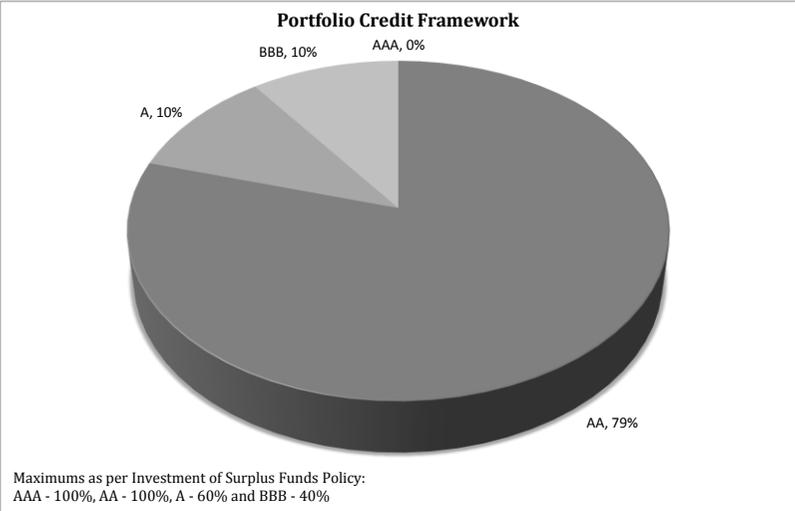
**Note 2: CASH INVESTMENTS**

Deposit Ref	Institution	Rating	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Expected Interest	Amount Invested (Days)			Comparative rate		Budget v Actual				
								0 - 3 Months	3 - 6 Months	6 - 12 Months	Prior Month Interest Rate	Interest Rate at time of Report	Year to Date Budget	Year to Date Actual	Var.\$		
<b>General Municipal</b>																	
TD 33768604	CBA	AA	8/07/2013	30	3.77%	2,000,000	6,197	2,000,000			3.72%	3.77%					
TD 86804	CBA	AA	16/07/2013	30	3.80%	2,500,000	7,808	2,500,000			n/a	3.80%					
TD 4081410	BWA	AA	5/07/2013	60	3.70%	2,000,000	12,164	2,000,000			3.70%	3.70%					
TD 5478	NAB	AA	9/07/2013	90	4.13%	3,000,000	30,551	3,000,000			3.20%	4.13%					
Call 2031	NAB	AA	6/02/2013	30	2.93%	1,000,000	2,409	1,000,000			3.14%	2.93%					
Call 6654	ANZ	AA	21/09/2012	30	2.80%	200,000	460	200,000			3.11%	2.80%					
TD 35190	ME Bank	BBB	21/06/2013	60	4.15%	2,000,000	13,644	2,000,000			4.15%	4.15%					
					<b>Subtotal</b>	<b>12,700,000</b>	<b>73,233</b>	<b>12,700,000</b>	<b>-</b>	<b>-</b>					<b>8,576</b>	<b>2,592</b>	<b>5,984</b>
<b>Restricted</b>																	
Call 4108	CBA	AA	20/07/2013	30	2.48%	1,500,000	3,051	1,500,000			3.60%	2.48%					
TD ING	ING	A	15/03/2013	180	4.48%	2,000,000	44,186		2,000,000		4.48%	4.48%					
TD 99656	ANZ	AA	4/07/2013	30	3.60%	3,000,000	8,877	3,000,000			3.60%	3.60%					
					<b>Subtotal</b>	<b>6,500,000</b>	<b>56,114</b>	<b>4,500,000</b>	<b>2,000,000</b>	<b>-</b>					<b>-</b>	<b>-</b>	<b>0</b>
<b>Commercial Securities - CDOs</b>																	
Corsair (Kakadu)	Corsair	CCC	21/12/2009		BBSW+1%	68,750	-			68,750	BBSW+1%	BBSW+1%					
					<b>Subtotal</b>	<b>68,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>68,750</b>					<b>-</b>	<b>-</b>	<b>-</b>
					<b>Total Funds Invested</b>	<b>19,268,750</b>	<b>129,347</b>	<b>17,200,000</b>	<b>2,000,000</b>	<b>68,750</b>					<b>8,576</b>	<b>2,592</b>	<b>5,984</b>

Comments/Notes - Cash Investments

City of Albany  
Monthly Investment Report  
For the Period Ended 31st July 2013

**Note 2A: GRAPHICAL REPRESENTATION - CASH INVESTMENTS**



City of Albany  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31st July 2013

**Note 3: MAJOR VARIANCES**

Comments/Reason for Variance in excess of \$50,000	Variance	
	Timing	Permanent
<b>3.1 Operating Revenues</b>		
<i>Grants &amp; Subsidies</i>		
Receipt of DFES Bush Fire brigade contribution budgeted for July, actual receipt in August.	■	
<i>Contributions, Donations &amp; Reimbursements</i>		
Receipt of insurance refund, actual receipt in July, budgeted for later in the year.	■	
<i>Profit on Asset Disposal</i>		
No material variance		
<i>Fees and Charges</i>		
2012/13 year end adjustments for income, with some prepaid income allocated to 2013/14, plus refuse charge income slightly over budget.	■	
<i>Interest Earnings</i>		
No material variance		
<i>Other Revenue</i>		
No material variance		
<b>3.2 Operating Expense</b>		
<i>Employee Costs</i>		
Primary reason for under budget is no provision for annual leave or long service leave yet raised (\$160 000). Balance of under budget amount due to vacant positions, increase in budget to allow for possible EA increase - EA not yet formally in place, and under budget to date on training.	■	
<i>Materials and Contracts</i>		
No one significant issue. Primarily timing issue on receipt of regular contract invoices for items such as waste management, fuel and oil, and airport security screening. One off timing issue on pathway construction budgeted for, no invoice yet received.	■	
<i>Utilities Charges</i>		
Invoices received in July allocated to 2012/13 accounts, due to year end adjustments.	■	
<i>Depreciation (Non-Current Assets)</i>		
No material variance		
<i>Interest Expenses</i>		
No material variance		
<i>Insurance Expenses</i>		
No material variance		
<i>Loss on Asset Disposal</i>		
No material variance		
<i>Other Expenditure</i>		
Number of smaller variances. Member fees budgeted monthly but paid end of quarter, community funding budgeted monthly not yet acquitted.	■	
<i>Less Allocated to Infrastructure</i>		
Additional internal resources used for capital works.	■	
<b>3.3 Contributions for the Development of Assets</b>		
<i>Grants &amp; Subsidies</i>		
Three road grants budgeted for receipt in July, actual receipt in August, grant for Padre White works budgeted for July, not yet received.	■	
<i>Contributions, Donations &amp; Reimbursements</i>		
No material variance		
<b>3.4 Funding Balance Adjustment</b>		
<i>Add Back Depreciation</i>		
No material variance		
<i>Adjust (Profit)/Loss on Asset Disposal</i>		
No material variance		

City of Albany  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31st July 2013

**Note 3: MAJOR VARIANCES**

Comments/Reason for Variance in excess of \$50,000	Variance	
	Timing	Permanent
<b>3.5 Capital Revenues</b>		
<i>Proceeds from Disposal of Assets</i>		
No material variance		
<b>3.6 Acquisition of Fixed Assets</b>		
<i>Land and Buildings</i>		
No material variance		
<i>Plant and Equipment</i>		
Timing issue of ute purchases. Budget allocated to September onwards. Some deliveries already taken.	■	
<i>Furniture and Equipment</i>		
Some budget allocated to July, minimal actual expense to date.	■	
<i>Infrastructure Assets - Roads</i>		
No material variance		
<i>Infrastructure Assets - Other</i>		
No material variance		
<b>3.7 Financing/Borrowing</b>		
<i>Debt Redemption</i>		
No material variance		
<i>Loan Drawn Down</i>		
No material variance		
<b>3.8 Restricted Funding Movements</b>		
<i>Opening Funding Surplus(Deficit)</i>		
Carried Forward adjustments - reference details in Budget Review.		■
<i>Transfer to Reserves</i>		
No material variance		
<i>Transfer from Reserves</i>		
No material variance		
<i>Rate Revenue</i>		
Actual rates raised slightly above budget (under 1%). Budget amount is worked on 2012/13 Rate Book, whereas Actual Billings done on 2013/14 Rate Book after updates for change in property use, any valuation changes and other data changes.		■

**City of Albany**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st July 2013**

**Note 4: RECEIVABLES**

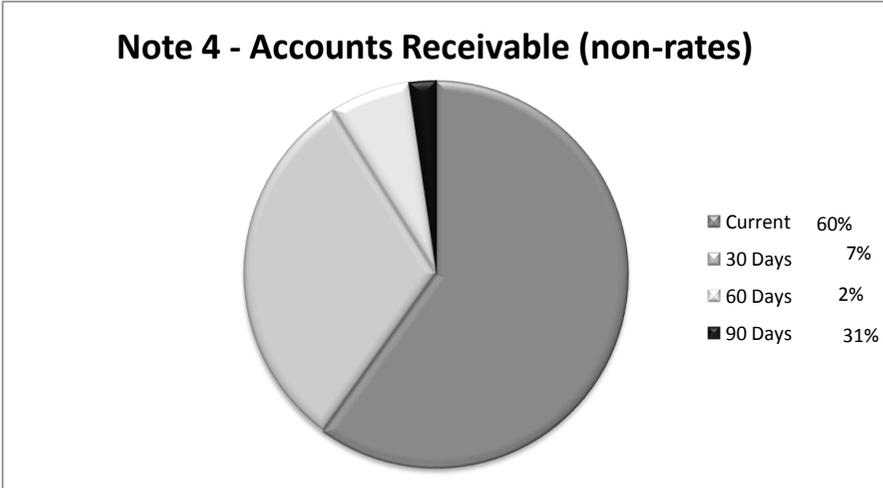
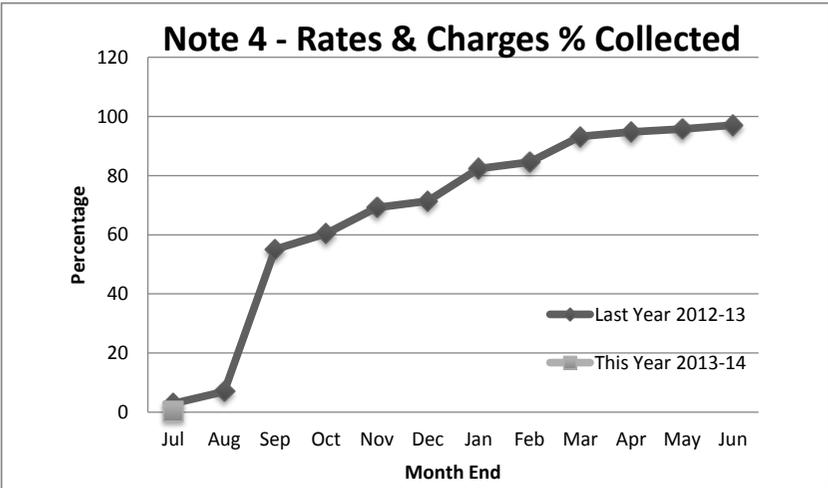
**Receivables - Rates and Refuse**

	Current 2013-14	Previous 2012-13	Total
	\$	\$	\$
Opening Arrears Previous Years		1,014,148	1,014,148
Rates Levied this year	28,872,585		28,872,585
Refuse Levied	5,037,738		5,037,738
ESL Levied	2,339,155		2,339,155
Other Charges Levied	10,533		10,533
Less Collections to date	(14,404)	(135,795)	(150,199)
Equals Current Outstanding	<b>36,245,607</b>	<b>878,353</b>	<b>37,123,960</b>
<b>Total Rates &amp; Charges Collectable</b>			<b>37,123,960</b>
% Collected			0.40%

**Receivables - General**

	Current	30 Days	60 Days	90 Days
	\$	\$	\$	\$
	608,291	314,713	68,638	22,611
<b>Total Outstanding</b>				<b>1,014,252</b>

Amounts shown above include GST (where applicable)



**Comments/Notes - Receivables Rates and Rubbish**  
 Rates, refuse charge and ESL invoices raised at the end of July, invoices not sent until early August, therefore no rates collected as at the end of July.

**Comments/Notes - Receivables General**

City of Albany  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31st July 2013

Note 5: CAPITAL ACQUISITIONS

Contributions Information				Summary Acquisitions					
Grants	Reserves	Borrowing	Total		Original Budget	Current Budget	YTD Budget	Actual	Variance
\$	\$	\$	\$		\$			\$	\$
				<b>Property, Plant &amp; Equipment</b>					
412,000	590,000	0	1,002,000	Land and Buildings	8,025,741	8,025,741	0	20,400	20,400 ▲
0	0	0	0	Plant & Equipment	3,654,492	3,654,492	0	249,404	249,404 ▲
178,946	0	0	0	Furniture & Equipment	842,314	842,314	61,619	3,664	(57,955) ▼
				<b>Infrastructure</b>					
2,500,000	0	0	2,500,000	Roadworks	5,953,283	5,953,283	0	2,117	2,117 ▲
868,939	0	0	868,939	Drainage	2,467,890	2,467,890	0	2,555	2,555 ▲
0	0	0	0	Bridges	3,393,000	3,393,000	0	0	0
0	0	0	0	Footpath & Cycleways	1,895,184	1,895,184	153,333	85	(153,248) ▼
77,200	9,721	0	86,921	Parks, Gardens & Reserves	6,628,137	6,628,137	85,000	232,098	147,098 ▲
1,125,000	1,800,000	0	2,925,000	Airport	1,300,000	1,300,000	0	1,253	1,253 ▲
0	1,260,557	0	1,260,557	Sanitation	1,260,557	1,260,557	0	0	0
9,388,749	80,634	0	452,390	Other Infrastructure	9,598,174	9,598,174	0	5,313	5,313 ▲
<b>14,550,834</b>	<b>3,740,912</b>	<b>0</b>	<b>9,095,807</b>	<b>Totals</b>	<b>45,018,772</b>	<b>45,018,772</b>	<b>299,952</b>	<b>516,889</b>	<b>216,937</b>

Comments - Capital Acquisitions

EFT/CHQ	Date	Name	Description	Amount
EFT84384	15/08/2013	AD CONTRACTORS PTY LTD	Refund Of Extractive Industry Bond For Lot 118 Chester Pass Road Warrenup - P95126	8,500.00
<b>Total</b>				<b>\$ 8,500.00</b>

## MASTERCARD TRANSACTIONS - JULY 2013

Date	Payee	Description	Amount
3/07/13	Hallmark Editions	S Grimmer - Best Practice in Local Govt Melbourne	1,009.80
3/07/13	Virgin Australia	Airfare S Grimmer - Best Practice in Local Govt Melbourne	512.70
3/07/13	Virgin Australia	Airfare S Grimmer - Best Practice in Local Govt Melbourne	431.70
3/07/13	WA State Coast	A McEwan, E Evans 2013 State Coastal Conference	1,085.00
22/07/13	WOTIF.com	Accommodation J Allen Procurement WALGA	510.50
22/07/13	Skywest	Airfare C Hannan Training	459.73
24/07/13	Virgin Australia	Airfare Jane Allen WALGA Training	371.20
3/07/13	ICTI Society	D Putland - Dynamic Cities	995.00
3/07/13	WA State Coast	J Van der Mescht, P Camins 2013 State Coastal Conference	1,570.00
23/07/13	Skywest	Airfare D Putland S.A.T	521.26
23/07/13	Skywest	Airfare T Wenbourne S.A.T	521.26
10/07/13	WOTIF.com	Accommodation D Wellington WALGA Exhibition	275.50
4/07/13	Karrinyup Waters	Refund - Accommodation E Vorster 10/7/13 - 14/7/13	-525.00
4/07/13	Agoda.com	Accommodation A Greenwood	989.25
18/07/13	Canning Bridge Auto Lodge	Accommodation B Wolfe B Clifton	592.00
27/06/13	Economic Development	Membership C Woods	206.03
28/07/13	Slow Food	Membership M Bird	271.90
28/06/13	Hotels.com	P Nielsen Training Kimberley	499.50
29/06/13	Qantas	Airfare P Mackay Judge Albany Art Prize	577.00
29/06/13	Virgin Australia	Airfare C Lane Judge Albany Art Prize	350.00
29/06/13	Virgin Australia	Airfare P Mackay Judge Albany Art Prize	357.70
3/07/13	Bass	Registration Fee Volunteering Conference T Flett	750.00
3/07/13	Skywest	Airfare R Param Meeting Perth	449.79
7/07/13	Skywest	Airfare A Cousins Meeting Perth	449.79
26/07/13	Quest on King William	Accommodation T Flett - Conference	414.12
27/07/13	Qantas	Airfare T Flett - Conference	279.00
Various	Sundry < \$ 200.00		1,226.61
<b>Total</b>			<b>15,151.34</b>

## PAYROLL - 25/7/13 - 15/8/13

Date	Description	Amount
7/08/2013	Payroll	497,572.38
8/08/2013	Sundry Pay	316.63
9/08/2013	Sundry Pay	1,243.09
<b>Total</b>		<b>\$ 499,132.10</b>

## REPORT ITEM CSF014 REFERS

Chq	Date	Name	Description	Amount
29176	01/08/2013	AMP FLEXIBLE LIFETIME SUPER PLAN	Superannuation Contributions	1,688.31
29177	01/08/2013	AMP RSA	Superannuation Contributions	668.45
29178	01/08/2013	AMP LIFE LIMITED	Superannuation Contributions	425.36
29179	01/08/2013	ASGARD	Superannuation Contributions	332.31
29180	01/08/2013	CARE SUPER PTY LTD	Superannuation Contributions	453.61
29181	01/08/2013	COLONIAL FIRST STATE ROLLOVER & SUPER FUND	Superannuation Contributions	458.30
29182	01/08/2013	HESTA SUPER FUND	Superannuation Contributions	1,316.70
29183	01/08/2013	HOSTPLUS PTY LTD	Superannuation Contributions	719.04
29184	01/08/2013	IOOF INVESTMENT MANAGEMENT LTD	Superannuation Contributions	496.94
29185	01/08/2013	MEDIA SUPER	Superannuation Contributions	346.66
29186	01/08/2013	MLC NOMINEES PTY LTD	Superannuation Contributions	417.26
29187	01/08/2013	MLC MASTERKEY BUSINESS SUPER	Superannuation Contributions	270.11
29188	01/08/2013	MLC NOMINEES PTY LIMITED	Superannuation Contributions	657.40
29189	01/08/2013	NATIONAL MUTUAL RETIREMENT FUND	Superannuation Contributions	241.48
29190	01/08/2013	IOOF GLOBAL ONE (EX SKANDIA GLOBAL)	Superannuation Contributions	513.36
29191	01/08/2013	IOOF GLOBAL ONE (EX SKANDIA GLOBAL)	Superannuation Contributions	407.07
29192	01/08/2013	SPECTRUM SUPER	Superannuation Contributions	486.32
29193	01/08/2013	SUNSUPER SUPERANNUATION	Superannuation Contributions	642.42
29194	01/08/2013	SUPERWRAP PERSONAL SUPER PLAN	Superannuation Contributions	736.88
29195	01/08/2013	TAL SUPERANNUATION LIMITED	Superannuation Contributions	360.66
29196	01/08/2013	UNI SUPER	Superannuation Contributions	281.40
29197	01/08/2013	DEPARTMENT OF TRANSPORT	Registration Costs	152.95
29198	01/08/2013	PETTY CASH - ALBANY AQUATIC AND LEISURE CENTRE	Netball Umpires Fees	2,000.00
29199	01/08/2013	LOCKYER AVENUE VETERINARY HOSPITAL	Cat Sterilisation	58.75
29200	01/08/2013	TELSTRA CORPORATION LIMITED	Telephone Charges	8,471.86
29201	01/08/2013	WATER CORPORATION	Water Consumption	1,329.99
29202	02/08/2013	DONNA I DAVIS	Naidoc Presentation Entertainment	700.00
29203	08/08/2013	ANNA BARIC	Crossover Subsidy - 30 Slater Street Lower King	208.61
29205	08/08/2013	AUST INSTITUTE OF BUILDING SURVEYORS	The Australian Building Surveyor Magazine Subscription	60.00
29206	08/08/2013	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	Apparatus Licence Renewal	44.00
29207	08/08/2013	BRIDGESTONE AUSTRALIA LTD	Tyres Maintenance	856.00
29208	08/08/2013	JO-JOES PIZZA AND KEBAB	Catering	92.00
29209	08/08/2013	RAC	Vehicle Call Out	88.00
29210	08/08/2013	TELSTRA CORPORATION LIMITED	Telephone Charges	540.00
29211	08/08/2013	WATER CORPORATION	Water Consumption	4,550.66
29212	15/08/2013	ALBANY MAGISTRATES COURT	Prosecution Fees	81.15
29213	15/08/2013	FREMANTLE COLONIAL ACCOMMODATION	Accommodation For Training	450.00
29214	15/08/2013	JOCK'S COMMERCIAL MOWING	Contract Mowing July 2013	6,545.00
29215	15/08/2013	PETTY CASH - ALBANY REGIONAL DAY CARE CENTRE	Petty Cash Reimbursements	175.90

29216	15/08/2013	PETTY CASH - CITY OF ALBANY
29217	15/08/2013	PIVOTEL SATELLITE PTY LIMITED
29218	15/08/2013	REGIONAL COUNSELLING AND MENTORING SERVICE
29219	15/08/2013	VODAFONE PTY LTD
29220	15/08/2013	WATER CORPORATION

Petty Cash Reimbursements	431.90
Satellite Phone Charges	225.00
Counselling Services	880.00
Telephone Charges	49.00
Water Consumption For Sports Ground At 50-52 Barker Rd Centennial Park Lot 742, 743 From 30 April 2013 To 26 July 2013	11,101.96

**REPORT ITEM CSF014 REFERS**

**TOTAL**

**\$ 51,012.77**

**CANCELLED CHEQUES**

Chq	Date	Name
29204	08/08/2013	AUSTROADS NATIONAL OFFICE

Description	Amount
Cancelled - Paid via Credit Card	290.00

**TOTAL**

**290.00**

## REPORT ITEM CSF014 REFERS

EFT	Date	Name	Description	Amount
EFT84055	01/08/2013	ABUNDANT SPERANNUATION FUND	Superannuation Contributions	300.76
EFT84056	01/08/2013	ALBANY COMMUNITY HOSPICE	Payroll Deductions	44.00
EFT84057	01/08/2013	AMP SUPERANNUATION LIMITED	Superannuation Contributions	1,749.83
EFT84059	01/08/2013	AUSTRALIAN TAXATION OFFICE	Payroll Deductions	269,970.56
EFT84060	01/08/2013	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll Deductions	4,277.12
EFT84061	01/08/2013	PRIME SUPER	Superannuation Contributions	869.37
EFT84062	01/08/2013	AUSTRALIAN SUPER	Superannuation Contributions	4,622.26
EFT84063	01/08/2013	BANSCOTT SUPER FUND	Superannuation Contributions	617.65
EFT84064	01/08/2013	BT SUPER FOR LIFE	Superannuation Contributions	417.26
EFT84065	01/08/2013	BT SUPER FOR LIFE	Superannuation Contributions	320.74
EFT84066	01/08/2013	BT SUPER FOR LIFE	Superannuation Contributions	153.86
EFT84067	01/08/2013	CHILD SUPPORT AGENCY	Payroll Deductions	1,984.50
EFT84068	01/08/2013	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation Contributions	818.10
EFT84069	01/08/2013	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation Contributions	845.40
EFT84070	01/08/2013	CULLOTON SUPERANNUATION FUND	Superannuation Contributions	56.10
EFT84071	01/08/2013	FIRST STATE SUPER	Superannuation Contributions	716.02
EFT84072	01/08/2013	GENERATIONS PERSONAL SUPER FUND	Superannuation Contributions	58.05
EFT84073	01/08/2013	GENERATIONS PERSONAL SUPER FUND	Payroll Deductions	449.70
EFT84074	01/08/2013	GENERATIONS PERSONAL SUPER FUND	Superannuation Contributions	32.25
EFT84075	01/08/2013	HBF OF WA	Payroll Deductions	854.40
EFT84076	01/08/2013	ING ONE ANSWER PERSONAL SUPER	Superannuation Contributions	486.00
EFT84077	01/08/2013	NORTH PERSONAL SUPERANNUATION & PENSION FUND	Superannuation Contributions	517.04
EFT84078	01/08/2013	OAK TREE SUPERANNUATION FUND	Superannuation Contributions	151.37
EFT84079	01/08/2013	ONEPATH LIFE LIMITED	Superannuation Contributions	80.13
EFT84080	01/08/2013	REST SUPERANNUATION	Superannuation Contributions	4,523.70
EFT84081	01/08/2013	MARITIME SUPER	Superannuation Contributions	173.81
EFT84082	01/08/2013	SPECTRUM SUPER	Superannuation Contributions	377.62
EFT84083	01/08/2013	SUMMIT MASTER TRUST PERSONAL SUPERANNUATION PLAN	Superannuation Contributions	80.67
EFT84084	01/08/2013	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation Contributions	373.52
EFT84085	01/08/2013	WA LOCAL GOVT SUPERANNUATION	Superannuation Contributions	128,430.49
EFT84086	01/08/2013	WAYNE JOHN STEAD PTY LTD SUPERANNUATION FUND	Payroll Deductions	1,509.73
EFT84087	01/08/2013	WESTSCHEME	Superannuation Contributions	1,898.55
EFT84088	01/08/2013	3D CATERING	Catering Services	90.00
EFT84089	01/08/2013	ABA SECURITY	Security Services	6,714.04
EFT84090	01/08/2013	ACTIV FOUNDATION INC.	E Waste Recycling	3,303.30
EFT84091	01/08/2013	AD ENGINEERING PTY LTD	Repairs As Required To Speed Detection Trailer	3,850.00
EFT84092	01/08/2013	AJW SUPERANNUATION FUND	Superannuation Contributions	410.76
EFT84093	01/08/2013	ALBANY REFRIGERATION	Airconditioning Repairs	710.33
EFT84094	01/08/2013	ALBANY OFFICE PRODUCTS DEPOT - NORTH ROAD	Office Furniture	675.65
EFT84095	01/08/2013	ALBANY AND REGIONAL VOLUNTEER SERVICE	Volunteer Recognition And Management Seminars	180.00
EFT84096	01/08/2013	ALBANY NETBALL ASSOCIATION	Kidsport Application Voucher	6,500.00
EFT84097	01/08/2013	ALBANY CENTRAL CABINETS	Office Furniture	2,002.00
EFT84098	01/08/2013	ALBANY COMBINED CABS PTY LTD	Taxi Services	63.50
EFT84099	01/08/2013	ALBANY LEGAL PTY LTD	Conveyancing For Lot 4 Frenchman Bay Road	466.00

## REPORT ITEM CSF014 REFERS

EFT84100	01/08/2013	ALBANY JUNIOR SOCCER ASSOCIATION	Kidsport Payment For Ajsa	220.00
EFT84101	01/08/2013	ALINTA	Gas Usage Charges For 186 Collie Street Albany From 13/06/2013 To 11/07/2013	375.85
EFT84102	01/08/2013	ALL EVENTS PROSOUND HIRE	Audio Visual Hire For Exhibition	492.50
EFT84103	01/08/2013	ALLAMBIE PARK CEMETERY AND CREMATORIUM	Cemetery Capital Works	56,375.00
EFT84104	01/08/2013	PAPERBARK MERCHANTS	Newspapers/Books/Magazines/Stationery	111.91
EFT84105	01/08/2013	ATC WORK SMART	Casual Staff/Apprentice Fees	7,757.11
EFT84106	01/08/2013	AUSCOINSWEST	Supply Of 500 Souvenir Coins	727.10
EFT84107	01/08/2013	THE AUSSIE POO COMPANY	Visitors Centre Merchandise	360.80
EFT84108	01/08/2013	BAREFOOT CLOTHING MANUFACTURERS	Uniforms	84.70
EFT84109	01/08/2013	BARRETT'S MINI EARTHMOVING & CHIPPING	Cut And Remove Swamp Mohogany Trees Damaged In Storm Event	7,000.00
EFT84110	01/08/2013	BENNETT'S BATTERIES	205L Drum Of Sunoco Synturo Dynamic 5W/30 Synthetic Engine Oil	1,399.20
EFT84111	01/08/2013	ALBANY TRAFFIC CONTROL (FORMALLY ADVANCED TRAFFIC	Hours Hire Of Traffic Control	10,802.72
EFT84112	01/08/2013	BEST OFFICE SYSTEMS	Brother Mfc-J6910Dw For Albany History Collection	399.00
EFT84113	01/08/2013	BEVANS (WA) PTY LTD	Bags Of Ice	50.00
EFT84114	01/08/2013	PENNY LEETA BIRD	Visitors Centre Merchandise	46.20
EFT84115	01/08/2013	BLACKWOODS	Safety Wear	89.41
EFT84116	01/08/2013	BLOOMIN FLOWERS	Flower Arrangement	260.00
EFT84117	01/08/2013	ALBANY BOBCAT SERVICES	The Removal Of Loppings	748.00
EFT84118	01/08/2013	BOC GASES AUSTRALIA LIMITED	Supply Of Oxygen Bottle Exchange As Required	42.99
EFT84119	01/08/2013	BONSER DESIGN	20% Payment Of 1,000 Customised Dust Jackets	528.00
EFT84120	01/08/2013	BOOKEASY AUSTRALIA PTY LTD	Stay Now Redirection	1,210.00
EFT84121	01/08/2013	BROWNES FOODS OPERATIONS PTY LTD	Catering Supplies	532.87
EFT84122	01/08/2013	BULLIVANTS HANDLING SAFETY	4Wd Recovery Strap 8T 60Mm 9M Loomstate White	198.00
EFT84123	01/08/2013	BUNNINGS GROUP LIMITED	Plants	434.64
EFT84124	01/08/2013	C&C MACHINERY CENTRE	Mcconnel Pa7700Tm Reach Mower	74,525.00
EFT84125	01/08/2013	CALIBRE CARE	Extension Grabs	36.30
EFT84126	01/08/2013	CAMTRANS ALBANY PTY LTD	Freight	203.50
EFT84127	01/08/2013	CAMLIN SPRINGS WATER DISTRIBUTORS	Water Container Refills	78.00
EFT84128	01/08/2013	CARDIACTIVE PTY LTD T/A HEALTH ON THE MOVE	Pathology Assessment	330.00
EFT84129	01/08/2013	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services	22,635.51
EFT84130	01/08/2013	CHRISTOPHER BURNELL	Concrete Curb Grassed Area Proudlove Pde	575.00
EFT84131	01/08/2013	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	607.91
EFT84132	01/08/2013	DAVID COLBUNG	Centennial Heritage Survey - Participation In Day 2	400.00
EFT84133	01/08/2013	DOWNER EDI WORKS PTY LTD	Tonnes Coldmix	1,713.50
EFT84134	01/08/2013	AL CURNOW HYDRAULICS	Vehicle Parts/Maintenance	1,047.68
EFT84135	01/08/2013	35 DEGREES SOUTH	Anzac Interpretive Centre Peg Out Of Building And View Lines	594.00
EFT84136	01/08/2013	DE JONGE MECHANICAL REPAIRS	New Battery + Change Battery	302.00
EFT84137	01/08/2013	DE LAGE LANDEN PTY LIMITED	Monthly Rental Contract	5,300.90
EFT84138	01/08/2013	DEPARTMENT OF TRANSPORT	Annual Jetty Licence - Public Boat Ramp Adjacent Esplanade Lower King - Lm2513	36.31
EFT84139	01/08/2013	JANINE DETERMES	Fitness Instruction	180.00
EFT84140	01/08/2013	DORALANE PASTRIES	Catering Supplies	60.00
EFT84141	01/08/2013	ADEN EADES	Centennial Heritage Survey - Participation In Day 2	400.00
EFT84142	01/08/2013	JOHN JAMES EDMONDS	Visitors Centre Merchandise	95.00
EFT84143	01/08/2013	EVERTRANS	Tray Backs18	3,212.00
EFT84144	01/08/2013	EYERITE SIGNS	Signage - Pro 071 + Health Clinic	181.50

## REPORT ITEM CSF014 REFERS

EFT84145	01/08/2013	FARM FRESH W/SALERS (VIOLET PARK HOLDINGS P/L	Catering Supplies	76.49
EFT84146	01/08/2013	MAUREEN FARMER	Centennial Heritage Survey - Participation In Day 2	400.00
EFT84147	01/08/2013	ALBANY FILTER CLEAN	Filters Changed And Cleaned	28.00
EFT84148	01/08/2013	TAMMIE FLOWER	Fitness Instruction	270.00
EFT84149	01/08/2013	FUELS WEST PETROLEUM	Litres Diesel Fuel	14,493.62
EFT84150	01/08/2013	GLASS SUPPLIERS	Supply And Install Broken Window, Old B/Ball Foyer	1,036.55
EFT84151	01/08/2013	GLOW CANDLES	Visitors Centre Merchandise	252.00
EFT84152	01/08/2013	GOAD RESOURCES PTY LTD	Freight Charges	357.50
EFT84153	01/08/2013	GRANDE FOOD SERVICE	Catering Supplies	771.70
EFT84154	01/08/2013	GRANO DIRECT	Xypex - Concrete Gret - 10Kg Bucket - Chemical Treatment For Waterproofing	428.24
EFT84155	01/08/2013	GREAT SOUTHERN GROUP TRAINING	Casual Staff Apprentices Fees	11,179.80
EFT84156	01/08/2013	GREAT SOUTHERN PACKAGING SUPPLIES	Restroom Products	934.05
EFT84157	01/08/2013	GREAT SOUTHERN BEARINGS	Waltershield Pto Shaft, Yoke W2400 - Depot	2,175.80
EFT84158	01/08/2013	GREEN MAN MEDIA PRODUCTIONS	30 Second Branding Tvc	1,430.00
EFT84159	01/08/2013	GT BEARING AND ENGINEERING SUPPLIES	Vehicle Parts	65.00
EFT84160	01/08/2013	PROTECTOR FIRE SERVICES PTY LTD	Servicing Of Fire Equipment	67.65
EFT84161	01/08/2013	THE HONEY SHOP	Visitors Centre Merchandise	62.75
EFT84162	01/08/2013	ICKY FINKS WAREHOUSE SALES	Canvases	282.30
EFT84163	01/08/2013	INTERACTCARD	2 X R 3314 Ymckok Colour Ribbon	330.00
EFT84164	01/08/2013	TOLL IPEC	Freight Charges	781.15
EFT84165	01/08/2013	JACQUI AND ROSS SUPER FUND	Superannuation Contributions	105.33
EFT84166	01/08/2013	JETBLACK MC	Yearly Hosting July 2013 - July 2014 + Yearly Security	748.00
EFT84167	01/08/2013	JS ROADSIDE PRODUCTS PTY LTD	Guide Posts Metal	15,210.00
EFT84168	01/08/2013	JUST SEW EMBROIDERY	Embroidery	24.75
EFT84169	01/08/2013	KATHY JOHNSTON	Creation Of Visuals To Support Events Concept (A3) For Lotterywest	1,500.00
EFT84170	01/08/2013	KIT-N-KABOODLE	Visitors Centre Merchandise	528.00
EFT84171	01/08/2013	LYNETTE BARBARA KNAPP	Centennial Heritage Survey - Participation In Day 2	400.00
EFT84172	01/08/2013	KNOTTS GROUP PTY LTD	Plumbing Repairs/Maintenance	176.44
EFT84173	01/08/2013	LA FREEGARD	Pruning Of Large Branches Along Two Peoples Bay	4,400.00
EFT84174	01/08/2013	ALBANY WORLD OF CARS	Sunvisor	235.02
EFT84175	01/08/2013	IRENE WINNIE LARSEN	Centennial Heritage Survey - Participation In Day 2	400.00
EFT84176	01/08/2013	LEMON ZEST DESIGN	Visitors Centre Merchandise	80.00
EFT84177	01/08/2013	MARIO LIONETTI	Day Care Groceries	149.57
EFT84178	01/08/2013	LOCKEEZ LUNCHBAR	Catering	552.50
EFT84179	01/08/2013	STANLEY JAMES LOO	Centennial Heritage Survey - Participation In Day 2	400.00
EFT84180	01/08/2013	LORLAINE DISTRIBUTORS PTY LTD	Cans 400G Odourless Flyspray	173.40
EFT84181	01/08/2013	LOWER KING LIQUOR & GENERAL STORE	Catering Supplies	387.89
EFT84182	01/08/2013	RL & KJ MACKENZIE	Visitors Centre Merchandise	13.00
EFT84183	01/08/2013	ALBANY CITY MOTORS	P3066 Colorado Lx (4X4) Rg Crew Cab	69,847.85
EFT84184	01/08/2013	PAUL MAYNARD & ASSOCIATES	Visitors Centre Merchandise	252.56
EFT84185	01/08/2013	MCCOURT & ASSOCIATES	Communication And Media Services - Job Scope	6,281.42
EFT84186	01/08/2013	MC LEVITZKE	Visitors Centre Merchandise	260.00
EFT84187	01/08/2013	METROOF ALBANY	Suntuf Std Corri	109.33
EFT84188	01/08/2013	METROCOUNT PTY LTD	Registration Fees Mte Certificate Training	605.00
EFT84189	01/08/2013	MIDALIA STEEL PTY LTD	Steel Supplies	326.52

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EFT84190	01/08/2013	ELAINE ROSEMARY MINITER	Centennial Heritage Survey - Participation In Day 2	400.00
EFT84191	01/08/2013	MSS SECURITY	Monthly Airport Security Screenings 1/6/13 - 30/6/13	37,735.23
EFT84192	01/08/2013	MTD-MAKING THE DIFFERENCE	The Conflict, Criticism & Those Difficult People Workshop	99.00
EFT84193	01/08/2013	LGIS INSURANCE BROKING	Insurances - Zurich Australia Insurance Limited	188,012.63
EFT84194	01/08/2013	LGIS LIABILITY	Insurances - Workers Compensation Cover	549,752.28
EFT84195	01/08/2013	ALBANY NEWS DELIVERY - ALAC	News Paper Deliveries	221.52
EFT84196	01/08/2013	OCS SERVICES PTY LTD	Contract Cleaning Services - Pro Rata Increase	27.93
EFT84197	01/08/2013	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	28.72
EFT84198	01/08/2013	OFFPEN PUBLISHING PTY LTD	Visitors Centre Merchandise	81.00
EFT84199	01/08/2013	ORIGIN ENERGY	Lp Gas Delivery - Alac	8,537.50
EFT84200	01/08/2013	CORR ART	Artistic Development Classes	280.00
EFT84201	01/08/2013	JACQUELINE PEMBERTON	Visitors Centre Merchandise	440.00
EFT84202	01/08/2013	PICKLES AUCTIONS	Valuation Of Plant	1,650.00
EFT84203	01/08/2013	PLAY EQUIPMENT & ACCESSORIES	Assorted Climbing Stones	116.05
EFT84204	01/08/2013	KRISTIE PORTER	Fitness Instruction	270.00
EFT84205	01/08/2013	POWELL SECURITY SERVICES	Nx Access Fobs X 2	80.00
EFT84206	01/08/2013	PUBLIC LIBRARIES AUSTRALIA LTD	Membership Renewal 2013/14	385.00
EFT84207	01/08/2013	REEVES AND COMPANY BUTCHERS PTY LTD	Catering For School Holiday Programme Naidoc Week	150.00
EFT84208	01/08/2013	REECE PTY LTD	Plumbing Supplies	118.51
EFT84209	01/08/2013	ROSMECH SALES AND SERVICE PTY LTD	Boxes Of Main Broom Segments & Freight Charge	638.00
EFT84210	01/08/2013	ROYAL LIFE SAVING SOCIETY AUSTRALIA	Purchase 5000 Watch Around Water Bands	660.00
EFT84211	01/08/2013	SHEILAH RYAN	Gardening Services Vac - June & July 2013	780.00
EFT84212	01/08/2013	SKILL HIRE WA PTY LTD	Casual Staff	8,169.25
EFT84213	01/08/2013	SOUTHERN ELECTRICS	Supply And Install Uv Service Kit And Lamps	1,152.83
EFT84214	01/08/2013	SOUTHERN TOOL & FASTENER CO	1 Pallet Hoist	380.00
EFT84215	01/08/2013	SOUTHWAY DISTRIBUTORS PTY LTD	Catering Goods	2,476.84
EFT84216	01/08/2013	DEPARTMENT OF THE PREMIER & CABINET	Gazettal Of Town Planning Scheme No. Amd309	395.04
EFT84217	01/08/2013	ST JOHN AMBULANCE AUSTRALIA	Course Registration Fees For Senior First Aid Training	495.00
EFT84218	01/08/2013	SUBWAY	Catering For 20 Attendees At Lgis Training	120.00
EFT84219	01/08/2013	SUNNY SIGN COMPANY	Signage	1,212.81
EFT84220	01/08/2013	ALBANY LOCK SERVICE	Two Keys For The Ms Rooms For Lotto House	36.40
EFT84221	01/08/2013	SYNERGY	Electricity Supplies 52 Barker Road Centennial Park From 18/06/2013 To 15/07/2013	60,550.05
EFT84222	01/08/2013	T & C SUPPLIES	Bags Quick Set Cement	1,006.54
EFT84223	01/08/2013	T-QUIP	Vehicles/Vehicle Parts/Repairs	134.20
EFT84224	01/08/2013	TF D'APRILE MOBILE REPAIRS & MAINTENANCE	Repair Fault With Side Tipper Door On Isuzu Truck As Required	752.81
EFT84225	01/08/2013	TRAILBLAZERS	Safety Wear	548.25
EFT84226	01/08/2013	THE TROPHY SHOP	Fmp Trophies	148.40
EFT84227	01/08/2013	TRUCKLINE	Vehicle Parts	57.62
EFT84228	01/08/2013	UHY HAINES NORTON (WA) PTY LTD	Payg Withholding Tax Advice. Etp Calculations	726.00
EFT84229	01/08/2013	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	Green Waste Services	44.00
EFT84230	01/08/2013	WA NATURALLY PUBLICATIONS	Visitors Centre Merchandise	762.15
EFT84231	01/08/2013	JULIA WARREN	Fitness Instruction	180.00
EFT84232	01/08/2013	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising - Naidoc Week	159.39
EFT84233	01/08/2013	LINDY WEINERT	Fitness Instruction	315.00
EFT84234	01/08/2013	WA LOCAL GOVERNMENT ASSOCIATION	Association Membership Subscription	54,448.49

## REPORT ITEM CSF014 REFERS

EFT84235	01/08/2013	WESTERN WORK WEAR	Safety Wear	180.00
EFT84236	01/08/2013	WILD EYED PRESS PTY LTD	Visitors Centre Merchandise	188.72
EFT84237	01/08/2013	TREASY WOODS	Centennial Heritage Survey - Participation In Day 2	400.00
EFT84238	01/08/2013	DONALD WOODS	Centennial Heritage Survey - Day 1 Field Assistant	400.00
EFT84239	01/08/2013	GEOFFREY WYNNE	Centennial Heritage Survey - Day 1 Field Assistant	400.00
EFT84240	01/08/2013	YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	Safety Wear	390.56
EFT84241	01/08/2013	ZENITH LAUNDRY	Laundry/Service Hire	22.95
EFT84242	01/08/2013	ASGARD	Sgc From 02/07/2013 To 22/07/2013	133.20
EFT84243	08/08/2013	3D CATERING	Catering	60.00
EFT84244	08/08/2013	14 PEELS PLACE	Catering	200.00
EFT84245	08/08/2013	ABA SECURITY	Security Services - Library	171.60
EFT84246	08/08/2013	ABBOTTS LIQUID SALVAGE PTY LTD	Pump Public Toilets	1,674.00
EFT84247	08/08/2013	AGCRETE ALBANY	Concrete Supplies	242.00
EFT84248	08/08/2013	OPTEON (ALBANY AND GREAT SOUTHERN WA)	Skywest Valuation	330.00
EFT84249	08/08/2013	ALBANY V-BELT AND RUBBER	Filters/Vehicle Parts	879.65
EFT84250	08/08/2013	ALBANY REFRIGERATION	Air Conditioning Maintenance	152.00
EFT84251	08/08/2013	ALBANY OFFICE PRODUCTS DEPOT - NORTH ROAD	Stationery Supplies	572.50
EFT84252	08/08/2013	ALBANY PSYCHOLOGICAL SERVICES	Consultation Fees	198.00
EFT84253	08/08/2013	ALBANY KAWASAKI	Protective Workwear Rangers	339.90
EFT84254	08/08/2013	ALBANY MILK DISTRIBUTORS	Milk Deliveries	962.46
EFT84255	08/08/2013	ALBANY INDEPENDENT CARPETS	Relaying Vinyl To Offices At Depot	330.00
EFT84256	08/08/2013	ALBANY LEGAL PTY LTD	Professional Fees - Pro381 Vodafone	627.00
EFT84257	08/08/2013	ALBANY JUNIOR SOCCER ASSOCIATION	Kidsport Registrations	510.00
EFT84258	08/08/2013	ALBANY AIRPORT SERVICES PTY LTD	Art Workshops Vac 11 & 19 July 2013	1,235.42
EFT84259	08/08/2013	ALINTA	Gas Usage Charges For 1 Parker Street Lockyer, From 29/4/13 To 25/6/13	39.60
EFT84260	08/08/2013	ATC WORK SMART	Casual Staff/Apprentice Fees	6,475.35
EFT84261	08/08/2013	AUDIOCOM ALBANY	Ipad Screen Protectors Twin Pack	50.00
EFT84262	08/08/2013	AUSTSWIM LTD	King Neptune Conference 2013	320.00
EFT84263	08/08/2013	BALL BODY BUILDERS	300Mm Rrj Concrete Pipe	6,434.00
EFT84264	08/08/2013	BARNESBY FORD	Ford Ranger XI 2.2	11,960.82
EFT84265	08/08/2013	BAREFOOT CLOTHING MANUFACTURERS	Uniforms	3,949.05
EFT84266	08/08/2013	BENARA NURSERIES	Nursery Supplies	921.80
EFT84267	08/08/2013	ALBANY TRAFFIC CONTROL (FORMALLY ADVANCED TRAFFIC	Hours Hire Of Traffic Control On 12 July 2013 [A10823] (3 Controllers Plus 1 Vehicle)	1,142.00
EFT84268	08/08/2013	BEST OFFICE SYSTEMS	Photocopier Charges	1,248.04
EFT84269	08/08/2013	BLACKWOODS	Safety Wear	62.04
EFT84270	08/08/2013	BLACK DUCK GOURMET PANTRY	Visitors Centre Merchandise	137.45
EFT84271	08/08/2013	BUILDING AND CONSTRUCTION IND TRAINING FUND	Ctf Levy Collected For Month Of July 2013	10,747.98
EFT84272	08/08/2013	BULLIVANTS HANDLING SAFETY	Amsteel Tow Strop 36Mm X 10M C/W Wear Sleeve & Cover	3,212.00
EFT84273	08/08/2013	BUNNINGS GROUP LIMITED	30M Nylex Hose	150.00
EFT84274	08/08/2013	CABCHARGE AUSTRALIA LIMITED	Cab Charges	310.09
EFT84275	08/08/2013	STACEY CARTER	Fitness Instructor	270.00
EFT84276	08/08/2013	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Repairs/Maintenance	943.03
EFT84277	08/08/2013	CHAMELEON TECHNOLOGY	Powerbudget Annual Licence Renewal 1/7/13 - 30/6/14	7,113.70
EFT84278	08/08/2013	CLEARWATER MOTEL APARTMENTS	Accommodation For Conference/Training	1,000.00
EFT84279	08/08/2013	COCA-COLA AMATIL PTY LTD	Catering Supplies	277.18

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EFT84280	08/08/2013	SUE CODEE	Visitors Centre Merchandise	24.50
EFT84281	08/08/2013	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	780.79
EFT84282	08/08/2013	ALBANY SIGNS	Dolphin Lodge Signs	352.00
EFT84283	08/08/2013	COVS PARTS PTY LTD	Vehicle Parts	726.24
EFT84284	08/08/2013	DOWNER EDI WORKS PTY LTD	Tonnes Coldmix	2,430.92
EFT84285	08/08/2013	CUTTING EDGES PTY LTD	Grader Blades 7Ft - 6 - Gb7658Ht"	10,259.70
EFT84286	08/08/2013	BRONWYN CUTLER	Eap Counselling	330.00
EFT84287	08/08/2013	D & K ENGINEERING	Replace Skid Plates On Stealth Mower Wings And Straighten Bent Bracket	715.00
EFT84288	08/08/2013	DATA #3 LIMITED	Ms Publisher 2013 Open License	147.60
EFT84289	08/08/2013	DE JONGE MECHANICAL REPAIRS	Vehicle Servicing	792.00
EFT84290	08/08/2013	JANINE DETERMES	Fitness Instructor	135.00
EFT84291	08/08/2013	G & M DETERGENTS & HYGIENE SERVICES ALBANY	Hygiene Services July 2013	1,513.81
EFT84292	08/08/2013	EASIFLEET MANAGEMENT	Motor Vehicle Lease Rental	5,548.07
EFT84293	08/08/2013	EYERITE SIGNS	Internal Signs For New Lotteries House Tenant People	77.00
EFT84294	08/08/2013	TAMMIE FLOWER	Fitness Instructor	360.00
EFT84295	08/08/2013	FUELS WEST PETROLEUM	Litres Of Diesel Fuel	11,536.59
EFT84296	08/08/2013	GISSA INTERNATIONAL PTY LTD	Contribution To A Spec Administration 2013-2014	1,987.70
EFT84297	08/08/2013	GREAT SOUTHERN INSTITUTE OF TECHNOLOGY	Course Registration Fees For Bwtm & Tc Refresher Training	1,650.00
EFT84298	08/08/2013	GREEN SKILLS INC	Casual Staff/Reserves	9,261.45
EFT84299	08/08/2013	GREAT SOUTHERN PACKAGING SUPPLIES	Cleaning Goods	469.26
EFT84300	08/08/2013	GREAT SOUTHERN HIGH PRESSURE WATER CLEANING	High Pressure Cleaning York Street Monument	220.00
EFT84301	08/08/2013	HARVEY NORMAN ELECTRICAL ALBANY	Dimplex 2400W Oil Column Heater	645.00
EFT84302	08/08/2013	HEMA MAPS PTY LTD	Visitors Centre Merchandise	221.19
EFT84303	08/08/2013	THE HOPPING KANGAROO PTY LTD	Forts Merchandise	515.00
EFT84304	08/08/2013	RATTEN & SLATER MACHINERY	Vehicle Parts	113.81
EFT84305	08/08/2013	JACK THE CHIPPER	The Mulching Of Greenwaste	1,089.00
EFT84306	08/08/2013	JUST SEW EMBROIDERY	Embroidery	220.00
EFT84307	08/08/2013	JUST A CALL DELIVERIES	Internal Mail Deliveries	1,133.77
EFT84308	08/08/2013	KNOTTS GROUP PTY LTD	Plumbing Services	4,694.60
EFT84309	08/08/2013	KOSTERS STEEL CONSTRUCTION PTY LTD	Steel Works	1,950.00
EFT84310	08/08/2013	L-3 COMMUNICATIONS AUSTRALIA PTY LTD	Airport Secuirty Consumables Supply	1,236.40
EFT84311	08/08/2013	LA FREEGARD	Widening Of The Fire Access Track At Wignells	1,650.00
EFT84312	08/08/2013	LATRO LAWYERS	Professional Services	1,835.90
EFT84313	08/08/2013	LIFETIME DISTRIBUTORS	Local Stocks	47.00
EFT84314	08/08/2013	CALTEX ENERGY WA	Fuel Purchases	8,968.75
EFT84315	08/08/2013	MARIO LIONETTI	Groceries	350.76
EFT84316	08/08/2013	LOCAL GOVERNMENT SUPERVISORS ASSOCIATION OF WA	Registration Fees For Wa Works And Parks Conference 2013	1,952.00
EFT84317	08/08/2013	LORLAINE DISTRIBUTORS PTY LTD	Restroom Products	166.40
EFT84318	08/08/2013	M2 TECHNOLOGY PTY LTD	M2 Customnet On Hold Program - Messages On Hold	754.01
EFT84319	08/08/2013	SANDRA MACIEJEWSKI	Attend State Coastal Coference In Esperance	137.10
EFT84320	08/08/2013	RL & KJ MACKENZIE	Visitors Centre Merchandise	110.00
EFT84321	08/08/2013	LANI MALAN	Fitness Instructor	585.00
EFT84322	08/08/2013	MAP CREATIVE	Visitors Centre Merchandise	250.03
EFT84323	08/08/2013	MASTER BUILDERS ASSOCIATION OF WESTERN AUSTRALIA	Membershp Subscription 2013-2014	570.00
EFT84324	08/08/2013	METROOF ALBANY	Traightline Stop Ends Zinalume	1.69

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EFT84325	08/08/2013	MICROELECTRONIC TECHNICAL SERVICES	Radio Change Over	1,026.50
EFT84326	08/08/2013	MIRA MAR VETERINARY SERVICES	Disposal Of Animals/ Desexing Of Animals	206.25
EFT84327	08/08/2013	MOIR & CO PTY LTD	Rubbish Removal Contract	770.00
EFT84328	08/08/2013	MT BARKER COMMUNICATIONS	Two Way Radio Repairs/Maintenance	1,887.70
EFT84329	08/08/2013	NATALIE RADIVOJEVIC	Contract Employment	703.81
EFT84330	08/08/2013	OCS SERVICES PTY LTD	Contract Cleaning Of North Road	17,007.86
EFT84331	08/08/2013	OFFICEWORKS SUPERSTORES PTY LTD	Office Supplies	44.95
EFT84332	08/08/2013	FORTS CAFE	Catering	1,050.00
EFT84333	08/08/2013	OPUS INTERNATIONAL CONSULTANTS LTD	Superintendence Of Lower Denmark Road - Elleker Townsite Upgrade	957.00
EFT84334	08/08/2013	ORIGIN ENERGY	Lp Gas Delivery	6,740.55
EFT84335	08/08/2013	PALMER EARTHMOVING AUSTRALIA PTY LTD	Lower Denmark Rd Contract	41,382.75
EFT84336	08/08/2013	PAUL ARMSTRONG PANELBEATERS	Vehicle Repairs	300.00
EFT84337	08/08/2013	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED	Alac Music Licence	2,164.48
EFT84338	08/08/2013	PLATTERS GOURME	Catering	124.50
EFT84339	08/08/2013	PLANT SUPPLY COMPANY	Gardening Pot	155.49
EFT84340	08/08/2013	KRISTIE PORTER	Fitness Instructor	180.00
EFT84341	08/08/2013	PROMOTIONAL USB	Lanyards	1,595.00
EFT84342	08/08/2013	RAMPED TECHNOLOGY	Purchase Of Usb	49.00
EFT84343	08/08/2013	REPLICA MEDALS	Forts Merchandise	609.04
EFT84344	08/08/2013	SAXXON IT	Avamar Administrators Training	2,395.80
EFT84345	08/08/2013	SCOTT PRINT	Budget Brochures	1,298.00
EFT84346	08/08/2013	SECUREPAY PTY LTD	Web Payments	24.45
EFT84347	08/08/2013	SERVICE IQ	Professional Development Workshop	1,111.00
EFT84348	08/08/2013	SOUTHERN ELECTRICS	Electrical Repairs/Maintenance	126.23
EFT84349	08/08/2013	SOUTHERN TOOL & FASTENER CO	Hardware Supplies	697.79
EFT84350	08/08/2013	SOUTHWAY DISTRIBUTORS PTY LTD	Catering Supplies	652.03
EFT84351	08/08/2013	SOUTHCOAST SECURITY SERVICE	Security Services	1,508.34
EFT84352	08/08/2013	SPEEDO AUSTRALIA PTY LTD	Sports Store Purchases	67.65
EFT84353	08/08/2013	SPORTSWORLD OF WA	Sports Store Purchases	7,576.14
EFT84354	08/08/2013	POSITION PARTNERS	Bnc Antennae	93.50
EFT84355	08/08/2013	BLUESCOPE DISTRIBUTION PTY LTD	Steel Supplies	59.18
EFT84356	08/08/2013	STORM OFFICE NATIONAL	Colour Copying	144.00
EFT84357	08/08/2013	SUNNY INDUSTRIAL BRUSHWARE	Main Broom For Road Sweeper	792.00
EFT84358	08/08/2013	SUNNY SIGN COMPANY	Signage	381.28
EFT84359	08/08/2013	ALBANY LOCK SERVICE	Lock Services/Supplies/Repairs	216.70
EFT84360	08/08/2013	THE SURGERY	Consultation	132.00
EFT84361	08/08/2013	SYNERGY	Electricity Supplies	35.00
EFT84362	08/08/2013	T & C SUPPLIES	Hardware/Tool Supplies	97.52
EFT84363	08/08/2013	THE NAKED BEAN COFFEE ROASTERS	Coffee Supplies For North Rd	150.00
EFT84364	08/08/2013	THE LINEN PRESS	Visitors Centre Merchandise	691.46
EFT84365	08/08/2013	TOLL FAST	Freight Charges	595.20
EFT84366	08/08/2013	TRAILBLAZERS	Work Boots	326.50
EFT84367	08/08/2013	TRUCKLINE	Supply Brake Parts	2,013.74
EFT84368	08/08/2013	ALBANY TYREPOWER	Tyre Purchases/Maintenance	218.50
EFT84369	08/08/2013	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	Coarse Sand Supplies	358.00

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EFT84370	08/08/2013	VANCOUVER CAFE & STORE	Catering	175.00
EFT84371	08/08/2013	WAJON PUBLISHING COMPANY	Visitors Centre Merchandise	139.50
EFT84372	08/08/2013	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	764.94
EFT84373	08/08/2013	LINDY WEINERT	Fitness Instructor	225.00
EFT84374	08/08/2013	WESTRAC EQUIPMENT PTY LTD	Engine Oil	1,105.30
EFT84375	08/08/2013	WA LOCAL GOVERNMENT ASSOCIATION	Walga Procurement Training	1,320.00
EFT84376	08/08/2013	WEST-OZ WEB SERVICES	Visitors Centre Web Services	33.00
EFT84377	08/08/2013	WHITFIELD ESTATE & PICNIC IN THE PADDOCK	Visitors Centre Merchandise	86.13
EFT84378	08/08/2013	WILSON WRECKING	Vehicle Parts	588.59
EFT84379	08/08/2013	WREN OIL	Waste Disposal - Waste Oil - Bulk Litres	471.90
EFT84380	08/08/2013	WREN (WA) PTY LTD	Refund For Overpayment Of Building Licences	991.76
EFT84381	08/08/2013	YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	Safety Wear	409.03
EFT84382	08/08/2013	ZENITH LAUNDRY	Laundry Services/Hire	12.54
EFT84383	09/08/2013	NEIL STRINGALL	Avamar Training Reimbursements	337.20
EFT84385	15/08/2013	ARRB GROUP LTD	Road Condition Assessment	13,750.00
EFT84386	15/08/2013	ABA SECURITY	Supply And Install Radio Receiver And Radio Movement Sensor	3,532.78
EFT84387	15/08/2013	ABBOTTS LIQUID SALVAGE PTY LTD	Pump Public Toilets Middleton Beach	1,050.00
EFT84388	15/08/2013	ACORN TREES AND STUMPS	The Removal Of Gum Trees And Sydney Golden Wattle From Verge	3,459.00
EFT84389	15/08/2013	AD CONTRACTORS PTY LTD	Litres Of Catamol Emulsion	2,357.15
EFT84390	15/08/2013	ADVERTISER PRINT	40,000 A4 Letterhead	2,556.00
EFT84391	15/08/2013	AGCRETE ALBANY	1.3 Tonne Lifting Clutch	400.00
EFT84392	15/08/2013	ALBANY BRAKE AND CLUTCH	Vehicle Maintenance	200.00
EFT84393	15/08/2013	ALBANY SOIL AND CONCRETE TESTING	Geotech On Foundation Soils For Naval Gun Relocation	858.00
EFT84394	15/08/2013	ALBANY TV SERVICES	Install Weather Broadcast Unit To Bureau Of Meteorology	352.00
EFT84395	15/08/2013	ALBANY V-BELT AND RUBBER	Filters/Vehicle Parts	120.19
EFT84396	15/08/2013	ALBANY GAS CENTRE PTY LTD	Supply And Replace Pilot Light On Cafe Aira System	462.00
EFT84397	15/08/2013	ALBANY REFRIGERATION	Scheduled Preventative Maintenance - July	907.50
EFT84398	15/08/2013	CHOICES	Repair Carpet In Old Basketball Foyer	302.50
EFT84399	15/08/2013	ALBANY OFFICE PRODUCTS DEPOT - NORTH ROAD	Stationery Supplies	943.40
EFT84400	15/08/2013	ALBANY QUALITY LAWNMOWING	Lawn Mowing At Lotteries House	100.00
EFT84401	15/08/2013	ALBANY IRRIGATION & DRILLING	Repair To Monitoring Bores At Hanrahan Rd Waste	274.95
EFT84402	15/08/2013	AMPAC DEBT RECOVERY (WA) PTY LTD	Rates Recovery	2,811.90
EFT84403	15/08/2013	TRUDI ANDERSON	Catering	1,086.00
EFT84404	15/08/2013	ARCADE BADGE EMBROIDERY	Forts Merchandise	687.50
EFT84405	15/08/2013	ASSET INFRASTRUCTURE MANAGEMENT	Condition Audit & Maintenance Report For Buildings	52,010.00
EFT84406	15/08/2013	ATC WORK SMART	Casual Staff/Apprentice Fees	5,884.18
EFT84407	15/08/2013	AUDIOCOM ALBANY	Ipad Covers	280.00
EFT84408	15/08/2013	AUSTRALIA POST	Postage/Agency Fees	4,389.95
EFT84409	15/08/2013	AUSTRALIA POST	Agency Commissions	96.33
EFT84410	15/08/2013	BARRETT'S MINI EARTHMOVING & CHIPPING	Remove Tree From Storm Drainage At Emu Point Beach	1,880.00
EFT84411	15/08/2013	BENNETTS BATTERIES	Hydraulic Oil	704.00
EFT84412	15/08/2013	ALBANY TRAFFIC CONTROL (FORMALLY ADVANCED TRAFFIC	Hours Hire Of Traffic Control	3,290.21
EFT84413	15/08/2013	BEST OFFICE SYSTEMS	Photocopier Charges	402.00
EFT84414	15/08/2013	BLACKWOODS	Safety Wear	78.24
EFT84415	15/08/2013	BLOOMIN FLOWERS	Flower Arrangement	70.00

## REPORT ITEM CSF014 REFERS

EFT84416	15/08/2013	BOOKMARKETING - GARY SPELLER	Local Stock Supplies	44.00
EFT84417	15/08/2013	BRANDNET PTY LTD T/AS MILITARY SHOP	Forts Merchandise	1,336.52
EFT84418	15/08/2013	COLIN BRINHAM FENCING & RETAINING WALLS	Supply Of Replas Post And Rail Fence	1,289.31
EFT84419	15/08/2013	BROWNES FOODS OPERATIONS PTY LTD	Catering Supplies	287.10
EFT84420	15/08/2013	BUILDING COMMISSION	Bsl Levy Collected For The Month Of: July 2013	5,924.80
EFT84421	15/08/2013	BUNNINGS GROUP LIMITED	Hardware/Tool Supplies	666.62
EFT84422	15/08/2013	BWS CONSULTING	The Provision Of Organisational Culture And Leadership Development Services	6,600.00
EFT84423	15/08/2013	C&C MACHINERY CENTRE	Vehicle Maintenance/Parts	2,543.93
EFT84424	15/08/2013	CAMTRANS ALBANY PTY LTD	Freight Charges	275.00
EFT84425	15/08/2013	STACEY CARTER	Fitness Instruction	202.50
EFT84426	15/08/2013	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Repairs/Maintenance	2,593.09
EFT84427	15/08/2013	CATALYSE RESEARCH & STRATEGY	Community Perceptions Survey-Scoping Visit	2,041.21
EFT84428	15/08/2013	CIVIC LEGAL	Legal Costs	2,554.94
EFT84429	15/08/2013	CLARK TRANSPORT	Transport Of Stock From Hazard Rd To Impound Yards Mercer Rd	77.00
EFT84430	15/08/2013	BIS CLEANAWAY LIMITED	Rubbish Removal Contract	7,356.69
EFT84431	15/08/2013	COCA-COLA AMATIL PTY LTD	Catering Supplies	1,071.32
EFT84432	15/08/2013	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries	462.11
EFT84433	15/08/2013	COMFORT INN BAY OF ISLES	Accomodation For Coastal Conference	474.00
EFT84434	15/08/2013	KENNETH & GAIL COWCILL	Rates Refund	538.82
EFT84435	15/08/2013	THE LAMINEX GROUP (CULLITY'S)	Treated Pine	147.88
EFT84436	15/08/2013	AL CURNOW HYDRAULICS	Vehicle Parts/Maintenance	353.45
EFT84437	15/08/2013	DATA #3 LIMITED	Ms Project With Software Assurance	1,393.48
EFT84438	15/08/2013	TERESA MARIE DAVIES	Catering	150.00
EFT84439	15/08/2013	DE JONGE MECHANICAL REPAIRS	Vehicle Servicing	1,061.00
EFT84440	15/08/2013	LANDGATE - PROPERTY & VALUATIONS	Annual Access Renewal Aug 13 - July 14	1,694.00
EFT84441	15/08/2013	DEPARTMENT OF TRANSPORT	Annual Jetty Fee - Commencing 1St July 2013	36.31
EFT84442	15/08/2013	JANINE DETERMES	Fitness Instruction	180.00
EFT84443	15/08/2013	DOWN-UNDER CONTRACTING PTY LTD	Supply New Gate And Carry Out Repairs To Gateway	1,716.00
EFT84444	15/08/2013	EDEN GATE ESTATE	Visitors Centre Merchandise	138.00
EFT84445	15/08/2013	SIMON EDWARDS	Air-Bp Call Out Fees	32.25
EFT84446	15/08/2013	ROBERT WILLIAM EDWARDS	Rates Refund	827.86
EFT84447	15/08/2013	ENGLISH TEACHERS ASSOCIATION OF WA INC	Library Merchandise Purchase	99.00
EFT84448	15/08/2013	EMMA EVANS	Coastal Conference - Esperance	95.45
EFT84449	15/08/2013	EYERITE SIGNS	Signwriting/Sign Purchases	218.90
EFT84450	15/08/2013	FARM FRESH W/SALERS (VIOLET PARK HOLDINGS P/L	Catering Supplies	248.60
EFT84451	15/08/2013	TAMMIE FLOWER	Fitness Instruction	225.00
EFT84452	15/08/2013	FOXTEL MANAGEMENT PTY LTD	Premium Business Package Monthly Subscription	350.00
EFT84453	15/08/2013	FUELS WEST PETROLEUM	Litres Diesel Fuel	9,859.14
EFT84454	15/08/2013	BRIANNA GIBSON	Fitness Instruction	270.00
EFT84455	15/08/2013	GRANDE FOOD SERVICE	Catering Supplies	1,231.84
EFT84456	15/08/2013	GREAT SOUTHERN GROUP TRAINING	Casual Staff Apprentices Fees	11,353.62
EFT84457	15/08/2013	GREAT SOUTHERN INSTITUTE OF TECHNOLOGY	Course Registration Fees For Staff To Attend Bwrm & Tc Training	7,216.30
EFT84458	15/08/2013	GREEN SKILLS INC	Casual Staff Apprentices Fees	5,137.00
EFT84459	15/08/2013	GREAT SOUTHERN PACKAGING SUPPLIES	Cleaning Supplies	691.90
EFT84460	15/08/2013	GREENMAN TRADING COMPANY	The Removal Of Large Gum Trees On Carlisle St	1,100.00

## REPORT ITEM CSF014 REFERS

EFT84461	15/08/2013	ANDREW GREENWOOD	Training Course (Perth)	254.44
EFT84462	15/08/2013	PROTECTOR FIRE SERVICES PTY LTD	Fire Equipment Maintenance	536.25
EFT84463	15/08/2013	HARLEY GLOBAL	Preparation And Lodgement Fees For The Deposited Plan To Establish An Easement Over The Cape Riche Water Bore	1,210.00
EFT84464	15/08/2013	HELEN LEEDER-CARLSON	Vancouver Arts Centre Contract Works	480.00
EFT84465	15/08/2013	H AND H ARCHITECTS	Anzac Interpretive Centre - Review Principal Architect , Architectual Drafting & Civictap Projects	5,778.53
EFT84466	15/08/2013	HUDSON SEWAGE SERVICES	Quarterly Maintenance - Airport	236.20
EFT84467	15/08/2013	MARK NEIL JENDRZEJCZAK & M DE PIAZZI	Rent To 1 August 2014 For Portion Of Lot 117 Mountain Road	1,386.20
EFT84468	15/08/2013	JIMS TEST AND TAG	Rcd Test & Test Single Phase Appliance - Admin Building	714.45
EFT84469	15/08/2013	JJ'S HIAB SERVICES	Cartage/Delivery Costs	352.00
EFT84470	15/08/2013	JUST SEW EMBROIDERY	Embroidery	60.50
EFT84471	15/08/2013	KLB SYSTEMS	Epson Tm-T88V-331 Usb + Ethernet Receipt Printer	2,013.00
EFT84472	15/08/2013	KNOTTS GROUP PTY LTD	Plumbing Repairs/Maintenance	384.40
EFT84473	15/08/2013	LATRO LAWYERS	Heads Of Agreement - Clipper Ventures Plc	1,356.30
EFT84474	15/08/2013	LEASE CHOICE	Monthly Lease For Photocopier	970.20
EFT84475	15/08/2013	LGIS RISK MANAGEMENT	Refresher Grievance And Contract Officers Training	6,952.00
EFT84476	15/08/2013	MARIO LIONETTI	Groceries	176.51
EFT84477	15/08/2013	LOCAL GOVERNMENT MANAGERS AUSTRALIA, WA DIVISION	2013/2014 Membership	442.00
EFT84478	15/08/2013	LOCK N STORE SELF STORAGE - ALBANY	Storage Rental	755.00
EFT84479	15/08/2013	LOCKEEZ LUNCHBAR	Catering	457.50
EFT84480	15/08/2013	MT BARKER COMMUNICATIONS	Two Way Radio Repairs/Maint	242.00
EFT84481	15/08/2013	NATALIE RADIVOJEVIC	Project Assistant	985.33
EFT84482	15/08/2013	NEVILLES HARDWARE & BUILDING SUPPLIES	90 Litres Of Crommelins Elastoseal. 40 Litres Of Lanotec Grease	1,646.75
EFT84483	15/08/2013	ALBANY NEWS DELIVERY - ALAC	Newspaper Deliveries	113.28
EFT84484	15/08/2013	PAUL NIELSEN	Scwa + Plwa Meetings	40.70
EFT84485	15/08/2013	STAR TRACK EXPRESS PTY LTD	Courier/Freight Service	183.51
EFT84486	15/08/2013	OCS SERVICES PTY LTD	Contract Cleaning Services	2,878.08
EFT84487	15/08/2013	OPUS INTERNATIONAL CONSULTANTS LTD	Design Of Barnesby Drive Culvert Upgrade	4,402.20
EFT84488	15/08/2013	ORIGIN ENERGY	Gas Supplies Alac	6,892.40
EFT84489	15/08/2013	PLASTICS PLUS	Blue Wheelie Bins	492.80
EFT84490	15/08/2013	KRISTIE PORTER	Fitness Instruction	315.00
EFT84491	15/08/2013	POWELL SECURITY SERVICES	Security Services	66.00
EFT84492	15/08/2013	PPCA	Licence Renewal - Commercial Premises 1/4/13 - 31/3/14	144.76
EFT84493	15/08/2013	RAECO INTERNATIONAL PTY LTD	Shelf Posts, Single Sided	942.30
EFT84494	15/08/2013	UNITED TOOLS ALBANY	Tool Supplies	4,476.21
EFT84495	15/08/2013	SKILL HIRE WA PTY LTD	Casual Staff/Apprentice Fees	6,173.02
EFT84496	15/08/2013	SMITHS ALUMINIUM & 4WD CENTRE	Heavy Duty Suspension	1,797.00
EFT84497	15/08/2013	SOUTHERN TOOL & FASTENER CO	Hardware Supplies	102.37
EFT84498	15/08/2013	SOUTHWAY DISTRIBUTORS PTY LTD	Catering Goods	2,678.53
EFT84499	15/08/2013	SOUTHCOAST SECURITY SERVICE	Security Services	11,274.38
EFT84500	15/08/2013	SPEEDO AUSTRALIA PTY LTD	Swimming Supplies	2,951.40
EFT84501	15/08/2013	SAI GLOBAL LTD	Internet Downloading	216.61
EFT84502	15/08/2013	STIRLING FREIGHT EXPRESS	Freight Charges	554.41
EFT84503	15/08/2013	ST JOHN AMBULANCE AUSTRALIA	Course Registration Fees For Basic Workplace First Aid	650.00

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EFT84504	15/08/2013	ALBANY LOCK SERVICE	Locksmith Services,Repairs Etc	350.00
EFT84505	15/08/2013	SYNERGY	Electricity Supplies - Streelights	55,522.40
EFT84506	15/08/2013	T & C SUPPLIES	Hardware/Tool Supplies	350.78
EFT84507	15/08/2013	THE TOFFEE FACTORY	Visitors Centre Merchandise	171.00
EFT84508	15/08/2013	TRAILBLAZERS	Safety Boots	458.85
EFT84509	15/08/2013	TRUCKLINE	Vehicle Parts	1,169.17
EFT84510	15/08/2013	ALBANY TYREPOWER	Tyre Purchases/Maintenance	60.00
EFT84511	15/08/2013	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	Coarse Sand Supplies	456.00
EFT84512	15/08/2013	MARGARET VALLEY	Refund Of Double Payment Of Membership	22.00
EFT84513	15/08/2013	JULIA WARREN	Fitness Instruction	382.50
EFT84514	15/08/2013	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising - Vac	288.41
EFT84515	15/08/2013	LINDY WEINERT	Fitness Instruction	315.00
EFT84516	15/08/2013	WESTERBERG PANEL BEATERS	Vehicle Towing From Prior Street To Mercer Road Pound	88.00
EFT84517	15/08/2013	WESTRAC EQUIPMENT PTY LTD	Vehicle Parts	128.80
EFT84518	15/08/2013	WESTERN WORK WEAR	Safety Boots	360.00
EFT84519	15/08/2013	WILSON MACHINERY	Vehicle Parts	1,062.79
EFT84520	15/08/2013	THE WINDOW WASHER MAN	Window Cleaning - Vac	50.00
EFT84521	15/08/2013	WORKPLACE TRAINING ADVISORY AUSTRALIA	The 2013 Australian Local Government Leadership Summit Melbourne	1,495.00
EFT84522	15/08/2013	YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	Safety Wear	628.08
EFT84523	15/08/2013	ZENITH LAUNDRY	Laundry Services/Hire	14.42

**TOTAL**

**\$ 2,295,635.22**

**Summary - List of Accounts for Payment**

Trust	\$	8,500.00
Credit Cards	\$	15,151.34
Payroll	\$	499,132.10
Cheques	\$	51,012.77
Electronic Funds Transfer	\$	2,295,635.22
<b>Total</b>	<b>\$</b>	<b>2,869,431.43</b>
Cancelled Cheques	\$	290.00

REPORT ITEM CSF015 REFERS

**COMMON SEAL REGISTER**

Document Number	FILE NUMBER	Description	DATE SENT RECD	Ext Cor Name	Description	Respond By Date
NCSR1332064	146624	No further action	01/08/2013	SVANBERG	COPY OF COMMON SEAL RE: RESTRICTIVE COVENANT FOR SUBDIVISION APPROVAL WAPC 146624 - LOT 149 ON DP73409 BARRY COURT, COLLINGWOOD HEIGHTS PARTIES: CITY OF ALBANY AND GRAHAM GEOFFREY WALKER AND FIORINO DANIELE REPRESENTING WALKER PADDON REAL ESTATE PTY LTD SIGNED BY MAYOR AND CEO G FOSTER 2 COPIES	01/08/2013
NCSR1332205	PRO057	No further action	12/08/2013	CATHERALL	COPY OF COMMON SEAL ITEM: 4.1 OCM: 19.03.13 - ITEM: 4.5 OCM: 16.04.13 - ITEM: 1.1 OCM: 18.09.12 RE: VARIATION AND EXTENSION OF LEASE FOR PROPRIETORS OF THE FORTS CAFE PARTIES: CITY OF ALBANY AND JOHNNY VOEGELER, NATALIE PERRELLA AND HIEDE DATLEN-REITER SIGNED BY MAYOR AND CEO G FOSTER 3 COPIES	12/08/2013

**EXECUTED DOCUMENT REGISTER**

Document Number	FILE NUMBER	Description	DATE SENT RECD	Ext Cor Name	Description	Respond By Date
EDR1332066	GS.PRG.27	No further action	01/08/2013	RICHTER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.3.11 RE: GRANTS AQUITTAL FOR DEPARTMENT OF TRANSPORT - EMU POINT TRAILER PARKING, INCLUDING COMPLETION CERTIFICATE PARTIES: CITY OF ALBANY SIGNED BY CEO G FOSTER 1 COPY	08/08/2013
EDR1332265	EM.PLA.3	No further action	15/08/2013	TUCKER	EXECUTED DOCUMENT. ITEM: 3.3 OCM: 15.3.11 RE: APPLICATION FOR CLEARING PERMIT FORM C1 - GRASMERE ELLEKER ROAD PARTIES: CITY OF ALBANY SIGNED BY CEO G FOSTER 1 COPY	22/08/2013
EDR1332269	D8 GS.PRG.42	No further action	15/08/2013	TURNER	EXECUTED DOCUMENT. ITEM:4.6 OCM: 15.3.11 RE: ANNUAL GRANTS ACQUITTAL FOR 2012-2013 YEAR PARTIES: CITY OF ALBANY AND FIRE AND EMERGENCY SERVICE AUTHORITY SIGNED BY CEO G FOSTER 1 COPY	22/08/2013



## State Records Office of Western Australia

### Local Government Elected Members' Records: Which records to capture?

The State Records Commission policy regarding the records of local government elected members requires the creation and retention of records of the:

*"...communications and transactions of elected members which constitute evidence affecting the accountability of the Council and the discharge of its business."*

This policy applies regardless of a record's format or where it was received.

Elected members **must** create and keep records of communications or transactions, which convey information relating to **local government business or functions**. These records should be forwarded to the local government administration for **capture into the official recordkeeping system**.

#### Which records should be captured?

YES – forward to your local government administration	NO – do not need to be forwarded to your local government
<b>Communications from ratepayers</b> , such as: <ul style="list-style-type: none"> <li>• complaints &amp; compliments;</li> <li>• correspondence concerning corporate matters;</li> <li>• submissions, petitions &amp; lobbying;</li> <li>• information for Council's interest relating to local government business activity &amp; functions.</li> </ul>	<b>Duplicate copies</b> – of Council meeting agenda, minutes & papers.
<b>Telephone, meetings &amp; other verbal conversations</b> – between an elected member and another party, regarding local government projects or business activities.	<b>Draft documents or working papers</b> – which are already captured at the local government.
<b>Work diaries</b> – containing information that may be significant to the conduct of the elected member on behalf of the local government.	<b>Publications</b> – such as newsletters, circulars and journals.
<b>Presentations and speeches</b> – delivered as part of an elected member's official duties.	<b>Invitations</b> – to community events where an elected member is <b>not</b> representing Council or the local government.
	<b>Telephone, meetings &amp; other verbal conversations</b> which: <ul style="list-style-type: none"> <li>• convey routine information only;</li> <li><b>or</b></li> <li>• do not relate to local government business or functions.</li> </ul>
	<b>Electioneering</b> – or party political information.
	<b>Personal records</b> – not related to an elected member's official duties.

**Destruction of records:** return all records to the local government for authorized and legal destruction.

**More information:** contact your local government administration or  
**State Records Office of Western Australia**  
 Tel: 9427 3360 or Email: [sro@sro.wa.gov.au](mailto:sro@sro.wa.gov.au)

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## City of Albany Guideline - Information Management

### 1. Purpose

The Information Management Guidelines define the appropriate use of IT resources. Upon commencement of employment or term of office, users are required to read and acknowledge these guidelines prior to system access being granted.

### 2. Scope or Eligibility – to whom does this document apply?

- (1) Staff and elected members issued with or granted access to City of Albany information technology systems and data.
- (2) Inspection of Information. The organisation reserves the right to inspect without consent any data on a computer system connected to the City's network. Such inspections will occur to prevent, detect and minimise the unacceptable usage of the corporate computer system.

### 3. Objective

- (1) The City of Albany's Information Technology system provides the organisation with a framework in which to transmit, store and retrieve data in a digital format. The accuracy, efficiency and reliability of these systems is vital to the City from both an operational and legislative perspective.
- (2) Under the *State Records Act 2000*, the City is required to develop a Record Keeping Plan. At its meeting on 18 March 2008, the State Records Commission approved the City's Record Keeping Plan for a 5-year period (expires March 2018).
- (3) The Record Keeping Plan outlines a number of principles and standards that the City's record keeping system is required to comply with. Under Principle Two, the City is required to create a Record Keeping Policy.
- (4) Given the synergy that exists between what the Record Keeping Plan is trying to achieve and the objectives of the City's Information Technology Team from a system security perspective, this guideline has been created to address the City's legislative responsibilities and to ensure that the City's IT systems remain secure and integrity is maintained.
- (5) Internet and Electronic Mail Services. Internet and electronic mail services are provided to employees and elected members for organisational purposes only. Employees and elected members City must not utilise these services to access and/or circulate inappropriate, discriminatory, fraudulent or unlawful material.
- (6) Corporate Ownership. All information created as a result of the City's business activities are corporate assets and as such do not belong to individual employees, contractors or elected members. The unsolicited reproduction or transmission of this material to external parties is prohibited.

- (7) System Security. Employees and elected members are required to ensure that access to the City's electronic systems is secure. This prohibits sharing passwords, accessing material on storage devices without scanning for viruses, leaving computer terminals unattended for extended periods and not closing down computers at the days end.
- (8) Software Development. Employees are not permitted to develop or install any software, applications or databases without the appropriate authorisation from their manager and the Executive Director Corporate Services. Elected members may purchase Applications via their Apple account for installation in their City iPad with payment for all purchases being made from their technology fund.
- (9) Record Creation and Storage. Officers, elected members and contractors are responsible for the capture and registration of significant records into the City's Corporate Records Management System. Transient records will be captured at their point of creation and saved to the City's computer network or in hard copy working files. Corporate files/data are not to be stored on a PC's hard drive (e.g. C drive).

**4. Definitions**

<b>Files/Records/Fields</b>	A format in which digitalised data is stored.
<b>Record</b>	Any record of information however recorded and includes: <ul style="list-style-type: none"> <li>a) E-mails, faxes, letters, file notes, diaries, calendars and memorandums;</li> <li>b) Anything on which there is writing or Braille;</li> <li>b) A map, plan, diagram or graph;</li> <li>c) A drawing, pictorial or graphic work, or photograph;</li> <li>d) Anything on which there are figures, marks, perforations, or symbols, having a meaning for persons qualified to interpret them;</li> <li>e) Anything from which images, sounds or writings can be reproduced with or without the aid of anything else; and</li> <li>f) Anything on which information has been stored or recorded, either mechanically, magnetically, or electronically.</li> </ul>
<b>Significant record</b>	Any record that has administrative, fiscal, legal, evidential, historic or legal value and includes records that: <ul style="list-style-type: none"> <li>a) Approve or authorise actions;</li> <li>b) Constitute formal communications between staff;</li> <li>c) Constitute formal communications between staff and individuals outside the organisation;</li> <li>d) Signify a policy change or development;</li> <li>e) Relate to significant projects or activities being carried out;</li> <li>f) Contain advice or provide guidance;</li> <li>g) Support a project or activity being carried out by the City.</li> </ul>

<b>Transient record</b>	Any record of little value that has a routine or instructional nature and includes: a) Duplicates of documents, without additional notions; b) Copies of another organisation's reports, information and files; c) Telephone messages of a routine or trivial nature; d) Desk calendars and office diaries where no entries pertaining to work activities have been recorded; e) Individual Survey responses where a report summarising all the collated responses has been prepared and stored onto the City's Records System.
<b>Relevant Legislation</b>	a) The State Records 2000 b) Freedom of Information Act 1992
<b>IT</b>	Stands for Information Technology

## 5. Legislative and Strategic Context

The *State Records Act 2000* and the *City of Albany's Information Technology Strategy* provide both the legislative and strategic context under which this document has been created.

## 6. Review Position and Date

Executive Director Corporate Services is responsible for IT and Records Management review on or before 30 June 2014.

## 7. Associated Documents

- *State Records Act 2000*
- City of Albany's Information Technology Strategy
- Mobile Devices Supplied to Staff and Elected Members
- Information Management (IT System Security)
- Records Management Team Procedures
- Records Management End User Procedures
- Registering Email Procedure

## Version Control

Version	Date	Status	Distribution	Comment
01	21/10/2008	Adopted	Public Document	Adoption Reference: OCM Item 14.5.1 (NP086657)
02	15/11/2011	Rescinded/Adopted	Public Document	Rescinded by Council and adopted as an administrative guideline. (NP1119359)
03	26/08/2013	Amended	Internal Document	Reformatted

## Council Policy – Code of Conduct for Members of Council

### 1. Policy Statement

- (1) This Code of Conduct is a public declaration of the conduct and standards of behaviour that the Members of the City of Albany Council have agreed to demonstrate as elected community representatives.
- (2) The standards in this Code of Conduct are in addition to any statutory requirements of the *Local Government Act 1995 and Local Government (Rules of Conduct) Regulations 2007* or any other relevant Act or Regulation applicable to Council Members in the performance of their role and responsibilities.
- (3) Council Members acknowledge their activities, behaviour and statutory compliance obligations may be scrutinised in accordance with prescribed rules of conduct as described in the *Local Government Act 1995 and Local Government (Rules of Conduct) Regulations 2007*.

### 2. Scope

This policy is relevant to elected members of Council.

### 3. Standards of Conduct

- (1) Each member of the City of Albany Council, will at all times:
  - (a) Serve the overall public interest of the City of Albany.
  - (b) Provide community leadership and guidance to the City of Albany community and organisation and actively participate in achieving the desired future of the City as articulated in City of Albany strategic plans and policies.
  - (c) Act honestly, with integrity and reasonable care and diligence, in the performance and discharge of official functions and duties.
  - (d) Ensure transparency and accountability in all interactions with any applicant, or proponent, lobbyists, land and business developers dealing with the City of Albany.
  - (e) Act within the limitations of their powers.
  - (f) Avoid making improper or derogatory allegations.
  - (g) Act in accordance with their obligation of fidelity.
  - (h) Positively and actively participate in the deliberations and activities of the Council, giving adequate time to the performance of their Council duties.
  - (i) Keep the Council's goals and policies under review to ensure that they are appropriate and effective.
  - (j) Keep the Council's resource allocation, expenditure, corporate strategies, and the efficiency and effectiveness of its service delivery, under review to ensure that they are appropriate and effective.

- (k) Participate in setting and assessing performance standards to be met under the Council's contract with the Chief Executive Officer.
  - (l) Ensure their conduct does not bring the Council or the City into disrepute.
  - (m) Ensure good stewardship of City of Albany resources and not use Council resources for private use.
  - (n) Take responsibility for ensuring the integrity of the meeting process and for the enforcement of the Meeting Procedures Local Law.
  - (o) Take responsibility for advising, in reasonable time, the Chief Executive Officer of their possible non availability for attendance at Council meetings and functions.
  - (p) Conduct themselves during Council and Community meetings in such a manner as to engender respect and confidence in Council. In doing so, Council Members will respect the right of other Members to have a differing view and will give due regard to that differing view when considering how they will vote.
  - (q) Ensure the proper use of information acquired by virtue of being a Council Member.
- (2) For the purposes for determining whether there has been a breach of this Code of Conduct the following guidance is provided:
- (a) The test of honesty, integrity, reasonable care and due diligence, proper, disrepute, good stewardship and or, impropriety is objective; that is, it does not depend on the consciousness or subjective intent on the part of the person who so acts.
  - (b) A particular case is determined by reference to the particular circumstances in which the conduct is said to have occurred.
  - (c) Appropriate conduct is that which would be expected of a person in the position of the person under consideration, by reasonable persons with knowledge of the duties, powers and authority of the position and the particular circumstances.
  - (d) A course of conduct may be undertaken in good faith for what are believed to be desirable ends but, on objective analysis, be found to have been so misconceived as to amount to a breach of the standard of conduct.
  - (e) A breach may occur where there may be no awareness of the possible breach of the conduct because the person thoughtlessly places themselves in a situation failing to have due regard for the circumstances, in which a reasonable person would have not so acted.

#### **4. Duty of confidentiality**

- (1) For the purpose of the Code of Conduct "Confidential Information" includes but is not limited to:
- (a) Information or documents considered in any meeting of Council or a Council Committee which is closed to the public.
  - (b) Information or documents resolved by Council to be confidential.
  - (c) A document marked by the Chief Executive Officer to show that the information in the document is confidential.

- (d) All information or document, not readily available to the public, relating to staff members, member of the public, Council members or any other person(s), including advertised vacancy applications, works compensation documentation including all medical records, information such as tax file numbers and bank details, salary levels of employees, other similar information pertaining to City of Albany human resource management, and other third parties who supply information to the City of Albany in confidence.
  - (e) Any data, reports, operations, know-how, accounts, dealings, records, materials, plans, statistics, finances or other documents and things (other than a document or thing which is already in the public domain), whether written or electronic of whatever type or nature relating to property, assets, liabilities, finances, dealings or functions of the City or any undertaking from time to time carried out by the City.
- (2) Council members must not at any time divulge or reveal to any person any Confidential Information except if it is:
    - (a) consistent with the proper performance of Council functions; or
    - (b) necessary or required by law.
  - (3) Council members must take all reasonable precautions, including physical and electronic security, to maintain the confidentiality of any Confidential Information.
  - (4) Council members acknowledge and agree that:
    - (a) all Confidential Information acquired by them in the performance of Council functions is acquired in confidence and any disclosure of it would be harmful to the City;
    - (b) damages may not be an adequate remedy for a breach by them of this clause; and
    - (c) the City may seek injunctive relief to enforce its rights in respect of Confidential Information.

## 5. Duty of fidelity

Council members undertake to be a capable and loyal Council member acting at all times in the best interests of the City, and to use their best endeavours to ensure that their actions do not bring the City into disrepute or cause the City damage.

## 6. Unreasonable Conduct by Council Member

In addition to any breach of conduct set out in clause 2, a Council Member will be considered to have acted:

- (a) without due care, and exhibited a lack of good stewardship of City of Albany resources, if by a Council Member's conduct, without the approval of Council there is, a substantial and unreasonable diversion of staff time or other City of Albany resources away from City of Albany service provision;
- (b) in breach of this Code of Conduct if they exhibit vindictive and or vexatious behaviour. "Vexatious" includes unreasonable lack of cooperation or persistence in demands, argument or behaviours when advised otherwise by the Mayor. Examples of vexatious behaviour includes:
  - (i) Persisting with a matter even though it has been comprehensively considered by the City or Council.

- (ii) Persisting with a matter where all avenues of review have been exhausted.
- (iii) Continually reframing a complaint in an attempt to get it taken up again.
- (iv) Showing an inability to accept the final decision.
- (v) Persisting in interpreting the law or policy in a way that is not in accordance with the generally accepted or expert view on the issue, and insisting that action still be taken.
- (vi) Demanding a review or revocation of a decision because it is available, rather than in need of a review or revocation.
- (vii) Obtaining unreasonable gratification from the process of regular contact with a City Officer or specific Council Member.

## 7. Review

- (1) This Code of Conduct was adopted on 11 October 2011. This Code must be reviewed every two years after a general Local Government election, or earlier if Council consider it necessary.
- (2) The Council may at any time alter this Code of Conduct, or substitute a new Code of Conduct.

## 8. Legislation and Associated Documents Relating to this Policy

The *Local Government Act 1995* is also complemented by guidelines and handbooks produced by the Department of Local Government (WA).

- *Local Government Act 1995*
- *Local Government (Rules of Conduct) Regulations 2007*
- *Public Interest Disclosure Act 2003 (WA)*
- *City of Albany Meeting Procedure Local Law 2011*
- *The Complete Guide to the Local Government Act, Volume 3, Councillors Manual*
- *Local Government Operational Guidelines – Number 01, May 2000*

### Version Control

Version	Date	Status	Distribution	Comment
06	11/10/2011	Adopted	Internal/External	OCM 11/10/2011 Item 1.6

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## City of Albany Guideline - Information Management

### 1. Purpose

The IT System and Security Guidelines define the appropriate use of IT resources. Upon commencement of employment or term of office, users are required to read and acknowledge these guidelines prior to system access being granted.

### 2. Scope or Eligibility – to whom does this document apply?

- (1) Staff and elected members issued with or granted access to City of Albany information technology systems and data.
- (2) Inspection of Information. The organisation reserves the right to inspect without consent any data on a computer system connected to the City's network. Such inspections will occur to prevent, detect and minimise the unacceptable usage of the corporate computer system.

### 3. Objective

- (1) The City of Albany's Information Technology system provides the organisation with a framework in which to transmit, store and retrieve data in a digital format. The accuracy, efficiency and reliability of these systems is vital to the City from both an operational and legislative perspective.
- (2) Under the *State Records Act 2000*, the City is required to develop a Record Keeping Plan. At its meeting on 18 March 2008, the State Records Commission approved the City's Record Keeping Plan for a 5-year period (expires March 2018).
- (3) The Record Keeping Plan outlines a number of principles and standards that the City's record keeping system is required to comply with. Under Principle Two, the City is required to create a Record Keeping Policy.
- (4) Given the synergy that exists between what the Record Keeping Plan is trying to achieve and the objectives of the City's Information Technology Team from a system security perspective, this guideline has been created to address the City's legislative responsibilities and to ensure that the City's IT systems remain secure and integrity is maintained.
- (5) Internet and Electronic Mail Services. Internet and electronic mail services are provided to employees and elected members for organisational purposes only. Employees and elected members City must not utilise these services to access and/or circulate inappropriate, discriminatory, fraudulent or unlawful material.
- (6) Corporate Ownership. All information created as a result of the City's business activities are corporate assets and as such do not belong to individual employees, contractors or elected members. The unsolicited reproduction or transmission of this material to external parties is prohibited.

- (7) System Security. Employees and elected members are required to ensure that access to the City's electronic systems is secure. This prohibits sharing passwords, accessing material on storage devices without scanning for viruses, leaving computer terminals unattended for extended periods and not closing down computers at the days end.
- (8) Software Development. Employees are not permitted to develop or install any software, applications or databases without the appropriate authorisation from their manager and the Executive Director Corporate Services. Elected members may purchase Applications via their Apple account for installation in their City iPad with payment for all purchases being made from their technology fund.
- (9) Record Creation and Storage. Officers, elected members and contractors are responsible for the capture and registration of significant records into the City's Corporate Records Management System. Transient records will be captured at their point of creation and saved to the City's computer network or in hard copy working files. Corporate files/data are not to be stored on a PC's hard drive (e.g. C drive).

**4. Definitions**

<b>Files/Records/Fields</b>	A format in which digitalised data is stored.
<b>Record</b>	Any record of information however recorded and includes: <ul style="list-style-type: none"> <li>a) E-mails, faxes, letters, file notes, diaries, calendars and memorandums;</li> <li>b) Anything on which there is writing or Braille;</li> <li>b) A map, plan, diagram or graph;</li> <li>c) A drawing, pictorial or graphic work, or photograph;</li> <li>d) Anything on which there are figures, marks, perforations, or symbols, having a meaning for persons qualified to interpret them;</li> <li>e) Anything from which images, sounds or writings can be reproduced with or without the aid of anything else; and</li> <li>f) Anything on which information has been stored or recorded, either mechanically, magnetically, or electronically.</li> </ul>
<b>Significant record</b>	Any record that has administrative, fiscal, legal, evidential, historic or legal value and includes records that: <ul style="list-style-type: none"> <li>a) Approve or authorise actions;</li> <li>b) Constitute formal communications between staff;</li> <li>c) Constitute formal communications between staff and individuals outside the organisation;</li> <li>d) Signify a policy change or development;</li> <li>e) Relate to significant projects or activities being carried out;</li> <li>f) Contain advice or provide guidance;</li> <li>g) Support a project or activity being carried out by the City.</li> </ul>

<b>Transient record</b>	Any record of little value that has a routine or instructional nature and includes: a) Duplicates of documents, without additional notions; b) Copies of another organisation's reports, information and files; c) Telephone messages of a routine or trivial nature; d) Desk calendars and office diaries where no entries pertaining to work activities have been recorded; e) Individual Survey responses where a report summarising all the collated responses has been prepared and stored onto the City's Records System.
<b>Relevant Legislation</b>	a) The State Records 2000 b) Freedom of Information Act 1992
<b>IT</b>	Stands for Information Technology

## 5. Legislative and Strategic Context

The *State Records Act 2000* and the *City of Albany's Information Technology Strategy* provide both the legislative and strategic context under which this document has been created.

## 6. Review Position and Date

Executive Director Corporate Services is responsible for IT and Records Management review on or before 30 June 2014.

## 7. Associated Documents

- *State Records Act 2000*
- City of Albany's Information Technology Strategy
- Mobile Devices Supplied to Staff and Elected Members
- Information Management (IT System Security)
- Records Management Team Procedures
- Records Management End User Procedures
- Registering Email Procedure

## Version Control

Version	Date	Status	Distribution	Comment
01	21/10/2008	Adopted	Public Document	Adoption Reference: OCM Item 14.5.1 (NP086657)
02	15/11/2011	Rescinded/Adopted	Public Document	Rescinded by Council and adopted as an administrative guideline. (NP1119359)
03	26/08/2013	Amended	Internal Document	Reformatted



## City of Albany Guideline –

### Mobile Devices Supplied to Staff and Elected Members

#### 1. Purpose

This guideline describes the rules that apply to City of Albany mobile devices.

#### 2. Scope or Eligibility – to whom does this document apply?

These guidelines apply to all staff and elected members receiving or operating a City of Albany mobile device. Currently this includes all City approved mobile phones and iPads. Internet capable device refers to a phone or tablet device that can connect to the internet.

#### 3. Mobile Device Plans – charged to your departments mobile phone account

- Smart Phones are on a 24 month, \$55/month plan which includes a 1GB Data download limit.
- Non-smart Phones are on 24 month, \$40/month plan (no data).
- iPads are on a 24 month, \$54/month plan which includes 4GB Data download limit and pays the cost of the device.

#### 4. Mobile Device Use and Data Download Limit

- (1) The device and phone number remain the property of The City of Albany.
- (2) Mobile Device data usage is monitored by the Information Technology (IT) Team. Please be aware that extensive internet browsing, excessive downloading of applications and allowing other devices (which download data) to connect to your device via Personal Hotspot can use up the data download limit quickly. Excess phone and data usage will be charged to the staff member's department or to the elected member's technology fund. Data usage for mobile phones can be checked on the device when connected to the Telstra mobile network (not Wi-Fi) via Safari\Bookmarks\BigPond Mobile for iPhone\My tab then choose My Data Usage. From the iPad (via Safari) go to m.bigpond.com then select the My tab, then chose My Data Usage. This should be checked on a regular basis.
- (3) Staff must adhere to the IT System and Security Guidelines for internet and email usage. These documents can be sourced from the intranet.
- (4) Elected members must adhere to the Elected Member Code of Conduct and the Information Management Guidelines. These documents can be sourced through the AjaXplorer Application on the iPad device.

#### 5. Security

- (1) If the device is lost or stolen, staff and elected members should lodge a police report as soon as possible and let the IT Team for staff members or Council Liaison Officer for elected members as soon as practicable. Internet capable devices will be remotely wiped. This will remove ALL data from the device.
- (2) Staff and elected members should be aware that in terms of system security an internet capable device is a mini computer and with that comes a risk. It should therefore be

treated with the same security considerations as a company PC. Internet capable devices are preconfigured with a Passcode and will auto-lock. After 10 failed attempts at entering the Passcode the device will be remotely wiped for security reasons.

- (3) SIMs must not be removed from devices.
- (4) It is recommended that no personal data be stored on the devices as it can be wiped at any time.

## **6. Internet Capable Devices.**

- (1) The City of Albany has chosen the Apple iPhone and Apple iPad. Staff and elected members allocated one of these devices must read and adhere to the following guidelines and rules.
- (2) A City of Albany internet capable device will normally be pre-configured to synchronise with Mail, Calendar, Contacts and Tasks (Reminders) when given to staff and elected members. This means that all these items will synchronise with the City of Albany servers and data.
- (3) When staff members change their computer password they will also be required to change this on the mobile device. Mail and calendars will stop functioning until this is has been performed. The new password can be entered on the device when prompted or via Settings\Mail, Contacts, Calendars\Exchange\Account – Password. Clear out the existing password and type in the new one. This process would not normally apply to elected members as their password is fixed. However, if they do change their password the above process would apply.
- (4) Personal email accounts cannot be set up on the device.

## **7. Maintenance**

- (1) The device will be supplied with a screen protector (front and rear) which must not be removed unless a new one is immediately applied. Accessories are the responsibility of the user and covers should be purchased through your departmental budget for staff or technology fund for Elected Members.
- (2) From time to time the device will require an operating system update which the user can apply. The device will receive this notification under Settings\General\Software Update on the iPhone/iPad. If updates are not applied some services may not function.
- (3) If a staff member or Elected Member wishes to download music or Applications to the device they must use their own Apple ID. The City of Albany is not responsible for Apple IDs. On surrendering the device when it is no longer required, it is the staff members' or Elected Members' responsibility to remove the Apple ID and all Apple applications on the device.
- (4) Any purchases made with a staff members or elected members Apple ID must be paid by themselves and these purchases are not the responsibility of the City Of Albany either during device allocation to staff or after a device has been returned to IT.
- (5) All business related Applications must be approved by IT via a Helpdesk Request and also by a Manager/Executive Director. It may be possible to claim the cost back from your departmental budget/expenses. Elected Members can purchase Applications using their technology fund.

## **8. IT Support and Usage Tips**

- (1) Any device issues, failures or breakages should be reported by staff members to the IT Department utilising the HelpDesk system and by elected members to the Council Liaison Officer.

- (2) Device backups are not supported and should not be performed for security reasons. In the event of a technical issue with the device a full wipe and reinstallation may be necessary causing all data residing on the device to be lost.
- (3) Staff members and elected members are strongly advised to read the manual accessed from Safari on the device or web address provided in the Finger Tips guide. In addition some YouTube videos outlining device usage can be very helpful but they should be accessed via a desktop PC and not the device.
- (4) When sending email ensure the maximum attachment size is 15MB. We recommend making attachments as small as possible, up to 5MB.
- (5) The mailbox size is limited to a specific size (up to 250MB). Once this size is reached you will not be able to SEND any email but you will be able to RECEIVE email. You will get a warning when your mailbox reaches its limit. All folders in your mailbox, including "Sent Items" and "Deleted Items", count towards your mailbox size. Best practice is to delete all unwanted email both sent and received and to clear the deleted items in the Trash/Deleted folder.

## Version Control

Version	Date	Author	Status	Distribution	Comment
05	05/08/2013	Shelly Dwyer	Amended	Internal Document	
06	22/08/2013	Ian McLoughlin	Amended	Internal and Elected Member distribution	

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**\*\* DISCLAIMER \*\***

This information contained in this document is a guide only. Verification with original Local Laws, Acts, Planning Schemes, and other relevant documents is recommended for detailed references. The City of Albany accepts no responsibility for errors or omissions.

# CITY OF ALBANY

## BUDGET REVIEW FOR THE PERIOD ENDING 31 JULY 2013

**(Main purpose for this review is to finalise the 2012/13 carry forward adjustments)**

	Page No.
<b>Statement of Budget Review by Nature and Type</b>	1
<b>Statement of Budget Review by Program</b>	2
<b>Details</b>	
<b>- Budget Review General Works/Variations</b> Variations of Income and expenditures which are materially different to the adopted Budget require councils endorsement. These variations are detailed in this section of the review.	3 - 7
<b>- 2012/13 Carry Forward Adjustments</b> Included in the 2013/2014 Budget are uncompleted 2012/2013 projects carried forward. Balances shown as forecast at the time of budget preparation and are subject to final adjustments. Adjustments have now been finalised and seeking Council's endorsement.	8 - 11
<b>- Opening Funds Reconciliation</b> This note demonstrates the calculation in the opening position 1 July 2013. Point of interest - the net current position is higher than expected due to restricted cash held from grants received in advance to fund various programs/project in the 2013/14 financial year.	12

**Statement of Budget Review  
By Nature and Type**

**For The Period Ending 31 July 2013**

2013/2014					
	ORIGINAL ANNUAL BUDGET	REVISED ANNUAL BUDGET	YTD ACTUAL	VARIANCE (b) - (a)	VARIANCE %
	(a) \$	(b) \$	\$	\$	%
<b>Operating Revenues (Excl Rates)</b>					
Rates	28,961,011	28,961,011	28,872,585	-	
Grants & Subsidies	2,760,891	2,763,772	3,170	2,881	0.1
Interest Earnings	1,086,913	1,086,913	15,602	-	
Contributions, Donations & Reimbursements	489,278	489,278	95,365	-	
Fees & Charges	15,082,994	15,082,994	5,909,819	-	
Profit On Sale Of Assets	129,637	129,637	-	-	
Other Revenue	404,000	404,000	3,623	-	
	48,914,724	48,917,605	34,900,164	2,881	
<b>Operating Expenditure</b>					
Employee Costs	(21,172,866)	(21,263,144)	(1,241,755)	(90,278)	0.4
Materials & Contracts	(16,386,158)	(16,387,483)	(481,635)	(1,325)	0.0
Utilities (gas, electricity, water, etc.)	(1,750,726)	(1,750,726)	(10,235)	-	
Insurance	(745,892)	(745,892)	-	-	
Interest Expenses	(859,851)	(859,851)	(3)	-	
Other Expenses	(2,208,658)	(2,310,781)	(106,986)	(102,123)	4.6
Depreciation	(12,271,352)	(12,271,352)	(1,022,614)	-	
Loss On Sale Of Assets	(313,743)	(313,743)	-	-	
Less Allocated to Infrastructure Assets	788,529	788,529	8,364	-	
	(54,920,717)	(55,114,443)	(2,854,864)	(193,726)	
<b>Contributions for the Development of Assets</b>					
Grants and Contributions	24,720,796	22,901,560	-	(1,819,236)	-7.4
<b>Net Operating Result Excluding Rates</b>					
	18,714,803	16,704,722	32,045,300	(2,010,081)	
<b>Adjustment Non Cash Items</b>					
Write Back Non Cash Items	12,455,458	12,455,458	1,022,614	-	
<b>Funds Demanded From Operations</b>					
	31,170,261	29,160,180	33,067,914	(2,010,081)	
<b>Acquisition of Fixed Assets</b>					
Land & Buildings	(8,025,741)	(8,029,214)	(20,400)	(3,473)	0.0
Plant & Equipment	(3,654,492)	(4,276,416)	(249,404)	(621,924)	17.0
Furniture & Equipment	(842,314)	(842,493)	(3,664)	(179)	0.0
Infrastructure Assets	(32,496,225)	(32,670,211)	(243,421)	(173,986)	0.5
	(45,018,772)	(45,818,334)	(516,889)	(799,562)	
<b>Capital Revenue</b>					
Proceeds from Sale of Assets	1,924,400	2,259,572	94,978	335,172	17.4
<b>Financing/Borrowing</b>					
Debt Redemption	(2,615,254)	(2,615,254)	(17,331)	-	
Loan Drawn Down	2,127,000	2,127,000	-	-	
<b>Demand for Resources</b>					
	(12,412,365)	(14,886,836)	32,628,673	(2,474,471)	
<b>Restricted Funding Movements</b>					
Opening Funds	11,100,936	13,256,077	13,256,077	2,155,141	19.4
Transfer to Reserve Transactions	15,090,919	15,332,359	-	241,440	1.6
Transfer from Reserves Transactions	(13,640,795)	(13,640,795)	-	-	
<b>Closing Funds Surplus/(Deficit)</b>					
	138,695	60,805	45,884,750	(77,890)	

## Statement of Budget Review

## By Program

For The Period Ending 31 July 2013

2013/2014					
	ORIGINAL ANNUAL BUDGET	REVISED ANNUAL BUDGET	YTD ACTUAL	VARIANCE (b) - (a)	VARIANCE
	(a) \$	(b) \$	\$	\$	%
<b>Operating Revenues</b>					
General Purpose Funding	32,133,122	32,133,122	28,891,045	-	
Governance	-	-	435	-	
Law Order and Public Safety	406,653	406,653	8,731	-	
Health	73,730	73,730	40,805	-	
Education and Welfare	940,020	942,901	41,570	2,881	0.3
Community Amenities	6,958,290	6,958,290	5,068,772	-	
Recreation and Culture	3,745,451	3,745,451	347,241	-	
Transport	2,785,978	2,785,978	17,358	-	
Economic Services	952,072	952,072	62,324	-	
Other Property and Services	919,408	919,408	421,881	-	
	48,914,724	48,917,605	34,900,164	2,881	
<b>Operating Expenditure</b>					
General Purpose Funding	(957,207)	(957,207)	(11,350)	-	
Governance	(4,711,197)	(4,711,197)	(184,748)	-	
Law Order and Public Safety	(1,650,735)	(1,660,735)	(52,062)	(10,000)	0.6
Health	(622,661)	(622,661)	(23,870)	-	
Education and Welfare	(1,380,618)	(1,383,499)	(71,276)	(2,881)	0.2
Community Amenities	(8,539,644)	(8,551,250)	(244,510)	(11,606)	0.1
Recreation and Culture	(13,044,287)	(13,213,526)	(632,410)	(169,239)	1.3
Transport	(19,190,168)	(19,190,168)	(1,289,424)	-	
Economic Services	(2,378,532)	(2,378,532)	(77,356)	-	
Other Property and Services	(2,445,668)	(2,445,668)	(267,858)	-	
	(54,920,717)	(55,114,443)	(2,854,864)	(193,726)	
<b>Non-Operating Grants, Subsidies And Contributions</b>					
Recreation and Culture	15,086,165	13,350,165	-	(1,736,000)	-11.5
Transport	9,541,281	9,458,045	-	(83,236)	-0.9
Other Property and Services	93,350	93,350	-	-	
	24,720,796	22,901,560	-	(1,819,236)	
<b>Adjustment Non Cash Items</b>					
Write Back Non Cash Items	12,455,458	12,455,458	1,022,614	-	
<b>Funds Demanded From Operations</b>	31,170,261	29,160,180	33,067,914	(2,010,081)	
<b>Acquisition of Fixed Assets</b>					
Land & Buildings	(8,025,741)	(8,029,214)	(20,400)	(3,473)	0.0
Plant & Equipment	(3,654,492)	(4,276,416)	(249,404)	(621,924)	17.0
Furniture & Equipment	(842,314)	(842,493)	(3,664)	(179)	0.0
Infrastructure Assets	(32,496,225)	(32,670,211)	(243,421)	(173,986)	0.5
	(45,018,772)	(45,818,334)	(516,889)	(799,562)	
<b>Capital Revenue</b>					
Proceeds from Sale of Assets	1,924,400	2,259,572	94,978	335,172	17.4
<b>Financing/Borrowing</b>					
Debt Redemption	(2,615,254)	(2,615,254)	(17,331)	-	
Loan Drawn Down	2,127,000	2,127,000	-	-	
<b>Demand for Resources</b>	(12,412,365)	(14,886,836)	32,628,673	(2,474,471)	
<b>Restricted Funding Movements</b>					
Opening Funds	11,100,936	13,256,077	13,256,077	2,155,141	19.4
Transfer to Reserve Transactions	15,090,919	15,332,359	-	241,440	1.6
Transfer from Reserves Transactions	(13,640,795)	(13,640,795)	-	-	
<b>Closing Funds Surplus/(Deficit)</b>	<b>138,695</b>	<b>60,805</b>	<b>45,884,750</b>	<b>(77,890)</b>	

## BUDGET REVIEW FOR THE PERIOD ENDING 31 JULY 2013

This Review Maintains Council's Budget in a Surplus Position

<b>GENERAL WORKS/VARIATIONS. (Additional Funds Required)</b>		<b>\$</b>
		(292,544)
<b>FUNDED BY</b>		
- Reduction in Expenditure	90,278	
- Adjustment in Grant Funding	(80,355)	
- Funding from Restricted Cash	245,000	254,923
<b>Balance</b>		<b>(37,621)</b>
- Adjustment to opening funds from forecast to actual 30 June	2,155,141	
- Carry Forward Adjustment From 2012/13 Financial Year	(2,195,410)	
- Original 13/14 Budgeted closing funds	138,695	
- Amended 13/14 Budgeted closing funds		60,805

**CITY OF ALBANY**

**BUDGET REVIEW FOR THE PERIOD ENDING 31 JULY 2013**

<b>SECTION</b>	<b>WORKS AND SERVICES</b>	<b>REQUESTED BY - MATTHEW THOMSON</b>
		<b>DIRECTORATE - WORKS AND SERVICES</b>

JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2013/14		FORECAST 2013/14		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
2825	Lower Denmark Road SLK 18.15 - 21.5)	-		37,621		37,621		Retention money not put aside when job was finalised back in 2010/11. Budget \$1.113m Spent \$1.034m leaving the project understated by \$78k should have been \$40k under budget.
3238	Princess Ave	420,000		336,764		(83,236)		State government reduction in funding for the regional road group allocation.
13485	Regional Road Group Asset Funding		1,472,131		1,388,895		(83,236)	
	Seeking Council approval to advertise the following - Road sweeping rates within the fee and charges schedule to increase from \$197 an hour including driver to \$240 an hour.							To ensure cost are recovered when engaging with private works, costs including driver, overheads associated with driver and plant operating costs.
<b>TOTAL :</b>		<b>420,000</b>	<b>1,472,131</b>	<b>374,385</b>	<b>1,388,895</b>	<b>(45,615)</b>	<b>(83,236)</b>	







**BUDGET REVIEW FOR THE PERIOD ENDING 31 JULY 2013**  
**CARRY FORWARD ADJUSTMENTS**

		\$
<b>CARRY FORWARD WORKS ADJUSTMENTS MUNICIPAL FUNDS. SURPLUS/(DEFICIT)</b>		
<b>FUNDED BY</b>		
- Increase in Expenditure	(981,749)	
- Reduction in Grant Funding (Received in 12/13)	(1,545,273)	
- Increase in Plant Sales	335,172	
- Increase in opening funds	2,195,410	
- Adjustment in Reserve Funding	<u>(3,560)</u>	-
		<u>                    </u>
		<u>                    </u>
		<u>                    </u>
		-

**CITY OF ALBANY**

**BUDGET REVIEW FOR THE PERIOD ENDING 31 JULY 2013**

SECTION CARRY FORWARD ADJUSTMENTS						REQUESTED BY - GARRY ADAMS DIRECTORATE - CORPORATE SERVICES		
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2013/14		FORECAST 2013/14		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
3802	Mt Clarence Enhancement Project	2,300,075		2,397,698		97,623		Carry Forward Amendment based on 2012/13 Actuals
157650	Mt Clarence Enhancement Grant		4,545,273		3,000,000	-	(1,545,273)	Carry Forward Amendment based on 2012/13 Actuals
3306	Little Grove Trailer Parking	160,580		165,210		4,630		Carry Forward Amendment based on 2012/13 Actuals
1502	Emu Point Coastal Protection	63,807		52,607		(11,200)		Carry Forward Amendment based on 2012/13 Actuals
71642	Living Stream	19,119		29,682		10,563		Carry Forward Amendment based on 2012/13 Actuals
71612	Centennial Park Oval	42,835		50,000		7,165		Carry Forward Amendment based on 2012/13 Actuals
76637	Anzac Centenary	288,829		292,257		3,428		Carry Forward Amendment based on 2012/13 Actuals
36452	Library Equipment Maintenance	29,388		28,650		(738)		Carry Forward Amendment based on 2012/13 Actuals
72412	Municipal Inventory	8,313		9,915		1,602		Carry Forward Amendment based on 2012/13 Actuals
73672	City of Albany Town Planning Scheme	19,663		21,723		2,060		Carry Forward Amendment based on 2012/13 Actuals
<b>TOTAL :</b>		<b>2,932,609</b>	<b>4,545,273</b>	<b>3,047,742</b>	<b>3,000,000</b>	<b>115,133</b>	<b>(1,545,273)</b>	





**RECONCILIATION OF OPENING FUNDS AS AT 1 JULY 2013**

	ORIGINAL BUDGET	CURRENT BUDGET	VARIANCE (b) - (a)	VARIANCE %	NOTE	
	\$	\$	\$	%		
<b>Net Current Asset Position</b>	<u>20,415,483</u>	<u>24,632,664</u>	<u>4,217,181</u>	20.7		
<b>Adjustments</b>						
<b>Add back</b>						
Loan Borrowings	2,615,253	2,614,871	-	382	0.0	(a)
<b>Less</b>						
Cash Backed Reserves	10,617,662	12,679,320	2,061,658		19.4	
Land held for Resale	1,312,138	1,312,138	-			
<b>Opening Funds Surplus/(Deficit)</b>	<u>11,100,936</u>	<u>13,256,077</u>	<u>2,155,141</u>	19.4		

(a) (Add back loan repayments as they represent a current liability for payments to be made over the next twelve months already reflected as expenditure)



# Council Strategy

## Strategic Waste Management Plan

**Final Draft**

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City of Albany  
Strategic Waste Management Plan

Revision Status

Revision No.	Status	Distribution	Issue Date	Comment
0	Final	Ordinary Council Meeting	17/02/09	Draft
1	Draft	Department of Environment Regulation	30/08/13	

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## 1.0 Executive Summary

The City of Albany adopted a Waste Management Strategy in July 2002. The adoption of this Strategy, and the implementation of its recommendations, has guided waste management activities towards significant improvements in waste minimization and recycling improvements.

After a significant review of its waste operations, the City of Albany implemented a Waste Strategy in May 2004 which saw the operations of waste management in the municipality undergo significant change.

The 2004 plan produced a significant reduction of waste to landfill and has had the following objectives achieved:

- Closure of uncontrolled landfill sites,
- Introduction of a three bin domestic kerbside system,
- Processing of green waste and building rubble, and;
- An education program for schools and the construction of a waste education centre.

In 2009 the Strategic Waste Management Plan was developed in alignment with the Waste Management Board of Western Australia's Zero Waste Plan Development Scheme. The purpose of the plan was to provide strategies and actions to guide the City's waste management practices in a consistent way that aligns with the State Government's vision of Towards Zero Waste in order to protect human health and the environment.

The 2013 plan analyzes the current operations and develops action plans to improve the service and reduce waste to landfill over the next 5 years. The plans scope continues its alignment with the Waste Management Board of Western Australia's Zero Waste Plan Development Scheme but also recognizes the end of tenure of the City's waste minimisation contract and the imminent requirement for new waste treatment facilities.

The actions identified by this plan can be summarized as follows.

- Review operations at Hanrahan and Bakers Junction landfill considering traffic flows, waste deposit systems, staffing, technology and plant;
- Review operations of the current green waste collection and processing contracts to assess ability to incorporate additional types of waste;
- Coordinate a regional approach with adjacent Local Governments;
- Complete Stage Three of the Hanrahan Leachate Drainage System;
- Increase commercial recycling;
- Review landfill data collection systems;
- Prepare and implement a new waste minimisation contract; and
- Plan for new waste technology's and landfill facility for implementation circa 2023.

## 2.0 Strategic Context

This Strategy directly relates to the following elements from the Strategic Community Plan – Albany 2023

### **Key Focus Area**

*Clean, Green and Sustainable*

### **Community Priority**

*To maintain and renew city assets in a sustainable manner*

### **Proposed Strategies**

*By planning for and preparing city assets for the effects of climate change*

*By ensuring that the city's capital works programs are environmentally and financially sustainable*

*By scheduling maintenance, servicing, and renewal in a timely manner that maximises the life and performance of infrastructure*

## 2.1 Strategic Focus Areas

### 2.1.1 Vision

The City of Albany will be a leading regional agency for efficient waste management practices, building on past performance and establishing new benchmarks for waste minimization and management.

### 2.1.2 Purpose and Objectives

- Be a regional leader in recycling activities;
- Minimize waste stream to landfill;
- Facilitate further education programmes across community groups;
- Manage our waste management facilities to best environmental practice;
- Map out our strategy for managing waste at a local and regional level;
- Maintain continual improvement of the City's waste services; and
- Be at the forefront in considering new waste technology.

## 2.2 Major Challenges

### 2.2.1 Landfill Life Expectancy

Survey work and 3D imaging commissioned by the City of Albany on its two landfill sites estimates 725,000m<sup>3</sup> and 709,000m<sup>3</sup> of available airspace for Hanrahan Road and Bakers Junction sites respectively. Based on average waste figures over the past two years the life expectancy from 1 January 2013 for Hanrahan Road is approximately 10 years and Bakers Junction 50 years.

Bakers Junction landfill sites life expectancy would be approximately 10 years if Hanrahan was to close and Albany's waste diverted to this site. The use of Bakers Junction as the main disposal point for the City's waste is likely to incur a small increase in collection costs.

Potentially between the two sites there is a landfill capability of twenty years.

Waste industry benchmarks suggest seven years is a common timeframe when planning and constructing a new landfill site. This allows for site analysis studies, environmental reports, public consultation, engineering design, DEC approvals and licencing process, site works, clay lining, leachate drainage construction and commissioning of the facility. Further time needs to be added to this timeframe if, as is the case of the City of Albany, land has not already been identified and purchased.

### **2.2.2 Leachate Management**

The City of Albany has had ongoing issues with the DEC concerning leachate discharge from the Hanrahan landfill site since 2002. In 2008 the City constructed a leachate drainage system to capture the discharge but the system failed soon after installation. In 2010 the DEC placed an additional condition on the City's landfill licence that by 31 January 2011 all leachate discharge must be contained on site. Through consultation with the DEC the City was given a final extension to have Stage 1 of the leachate drainage project completed by 31 January 2013.

Stages 1 & 2 of the leachate drainage project have commenced with a forecast completion date of mid April 2013. The final Stage 3 of the project and a new leachate monitoring system are scheduled to be constructed in 2013/14.

It is a DEC requirement that leachate discharge is closely managed during the remaining life of the landfill and then 30 years after the closure of the site. Non-compliance could incur heavy fines or premature closure of the site.

## **3.0 Existing Waste Services and Infrastructure**

### **3.1 Regional Profile**

The City of Albany is located 400 km by road south of Perth; its population currently stands at 34,000 which represent 65% of the population of the Great Southern Region. Albany is an established regional city with potential growth industries. Tourism ventures in accommodation, recreation, food and hospitality continue to grow in and around the City.

The staple agricultural industries of the region - wool, grain and livestock - continue to feed into the City. Aquaculture, wine, plantation timber, fishing, olive oil, organic produce, dairy, meat processing, essential oils and cosmetics are examples of existing industries serving local, tourist and export markets.

Waste management in the municipality is split into urban and rural areas, the urban area centred on the Albany Township have 13,656 households; the rural area has 1,559 households. A kerbside service is provided to the urban residents only; these residents get a three bin service and two verge collections per annum. Rural residents have limited free access to transfer stations and landfills.

The City also receives urban municipal waste from the Shire of Denmark. The current budget indicates revenue of \$ 100.00 per tonne for providing the service. Providing this service will have an impact on the City's landfill capacity at Hanrahan Road site. There is no agreement with the Shire of Denmark to formalize this arrangement. The costs charged are listed within the fee schedule of the 2012/2013 budget.

The City has a high aged demographic reflecting a retirement lifestyle that has been developed. The population growth is expected to be steady at 1.5% per annum with the population expected to reach 45,100 by 2026 (Planning WA, WA Tomorrow Population Report 2012).

### **3.2 Cost to Residents**

The provision of kerbside waste services and associated services to residents in the urban area incurs an annual charge to each assessment of \$284.00.

The provision of transfer stations and associated services to rural residents has been free since 2011/12 while a user pay system was being considered. The user pay system was regarded as an unviable system and it is recommended that an annual charge be reinstated to rural residents from 2013/14. The fee applied to rural residents in 2010/11 was \$70/annum.

**3.3 SWOT Analysis**

<b>Strengths</b>	<b>Weaknesses</b>	<b>Opportunities</b>	<b>Threats</b>
Three bin collection service Good recycling culture Education officer E-waste collection service Household hazardous waste service	Low landfill life expectancy Landfill leachate management	Food scrap recycling Introduce bin colour standardisation Introduce recycled waste into construction materials Investigate new waste technologies	Changes to carbon tax threshold Changes to DEC licencing conditions Changes to State and Federal government waste policy

The City of Albany has made some significant steps in the area of waste treatment in the past ten years which has placed it as one of the leading local authorities in WA for the waste practices that it provides. The City has a three bin collection service (waste, recycling, greenwaste), has developed a good recycling culture helped by the employment of an education officer, has implemented a community based e-waste recycling initiative and provides for the disposal of household hazardous waste. These and other initiatives have made a substantial contribution to the diversion of waste from the City’s landfill.

Into the future the City’s vulnerabilities lie in the relatively low life expectancy of its existing landfills and the successful management of leachate at its Hanrahan site. These are challenges that have been recognized and are being acted upon but will require consistent management into the future to ensure these risks are fully mitigated.

Potential risks to future operations include possible federal government changes to the carbon tax threshold that may make the City liable for carbon tax payments, DEC restrictions to its landfill licence conditions which could impact on the City’s landfill operations as well as the effect of changes to state and federal government waste policy.

The City has a number of opportunities it can investigate and implement to maintain its status as leading local government waste service provider. The recycling of food scraps is a logical next step to the greenwaste recycling it already provides; the phasing in of bin colours that conform to the National Standard and reduce the confusion surrounding the existing bin system; promote the use of recycled materials into civil construction products and into the thinking of the wider community; and commence investigation and planning into methodologies and technologies that will set the foundation for waste disposal beyond the City’s current landfill life expectancy.

### 3.4 Municipal Waste Generation

The following graph represents the waste collected in the City's kerbside collection during 2012 and the amount of that waste sent to landfill.

**Fig 1: Waste Collected and Waste to Landfill**



Total waste received in 2012 at City landfill's was 44,871 tonnes of which 25,630 (57%) was deposited to landfill.

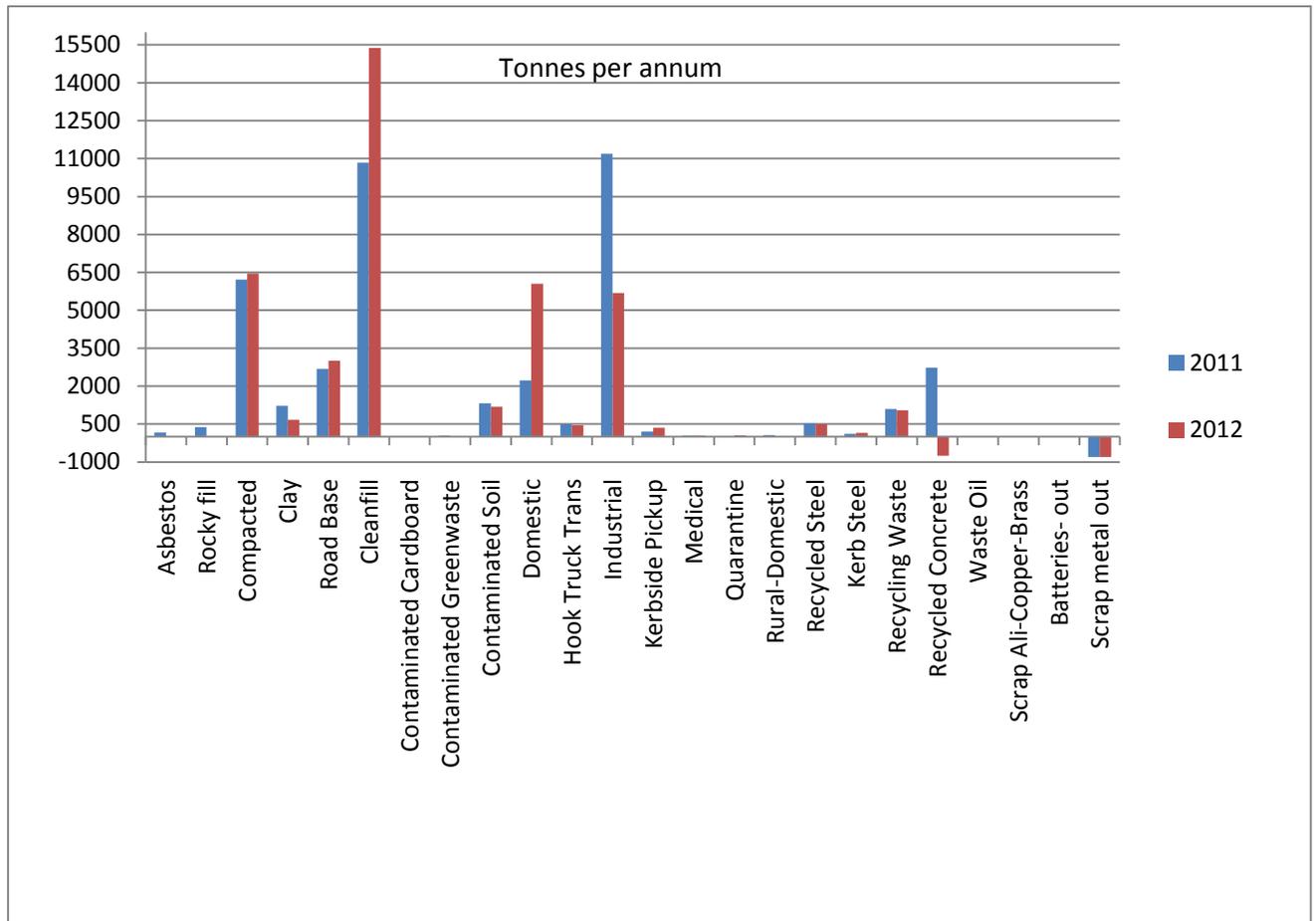
All kerbside waste is deposited to landfill as it has already been subject to at source separation into recyclable and green waste.

A small amount of green waste still goes to landfill as it is contaminated from other sources.

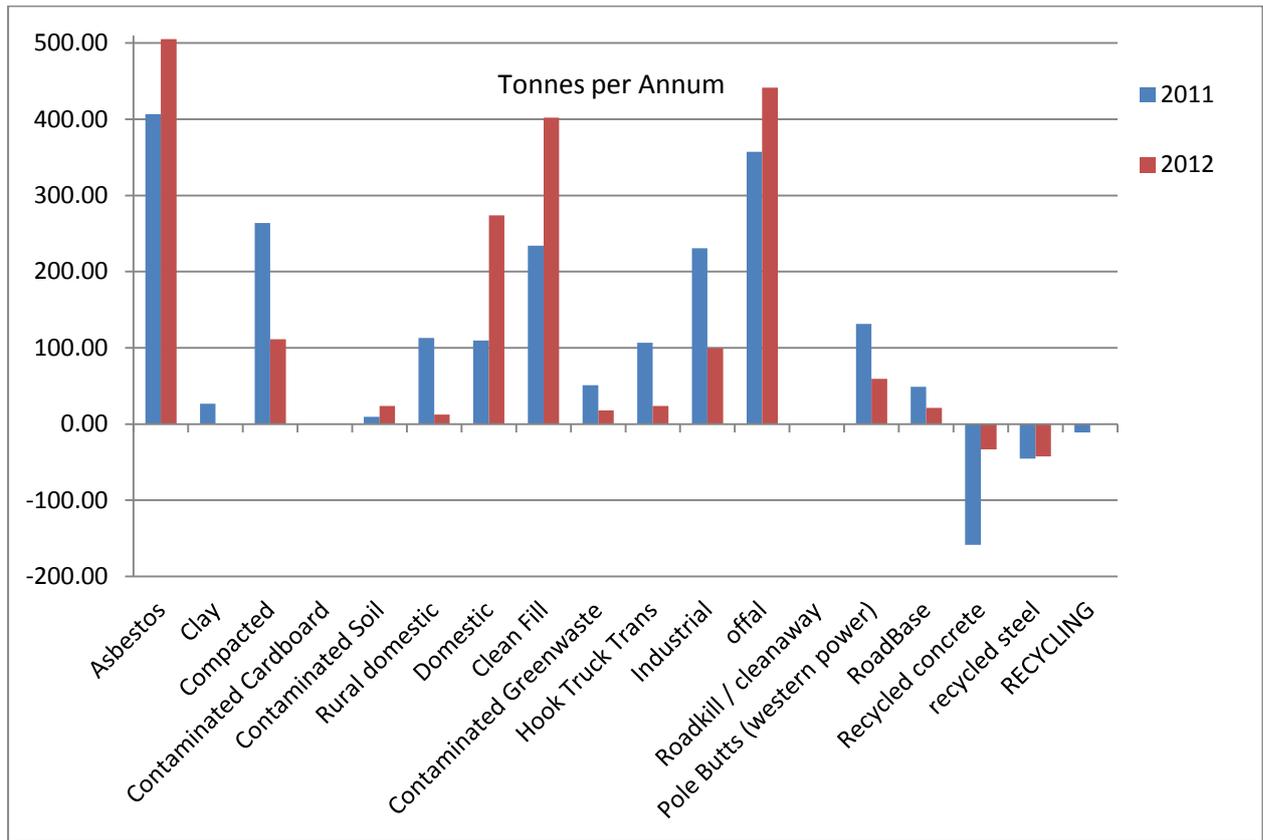
The Materials Recovery Facility (MRF) residuals to landfill represent the contamination present in the recyclable collection and that material not suitable for recycling, e.g. small pieces of glass. The 710 tonnes is 20% of all MRF material.

**Fig 2: Drop off Waste Collected at Landfills by Type**

**Hanrahan**



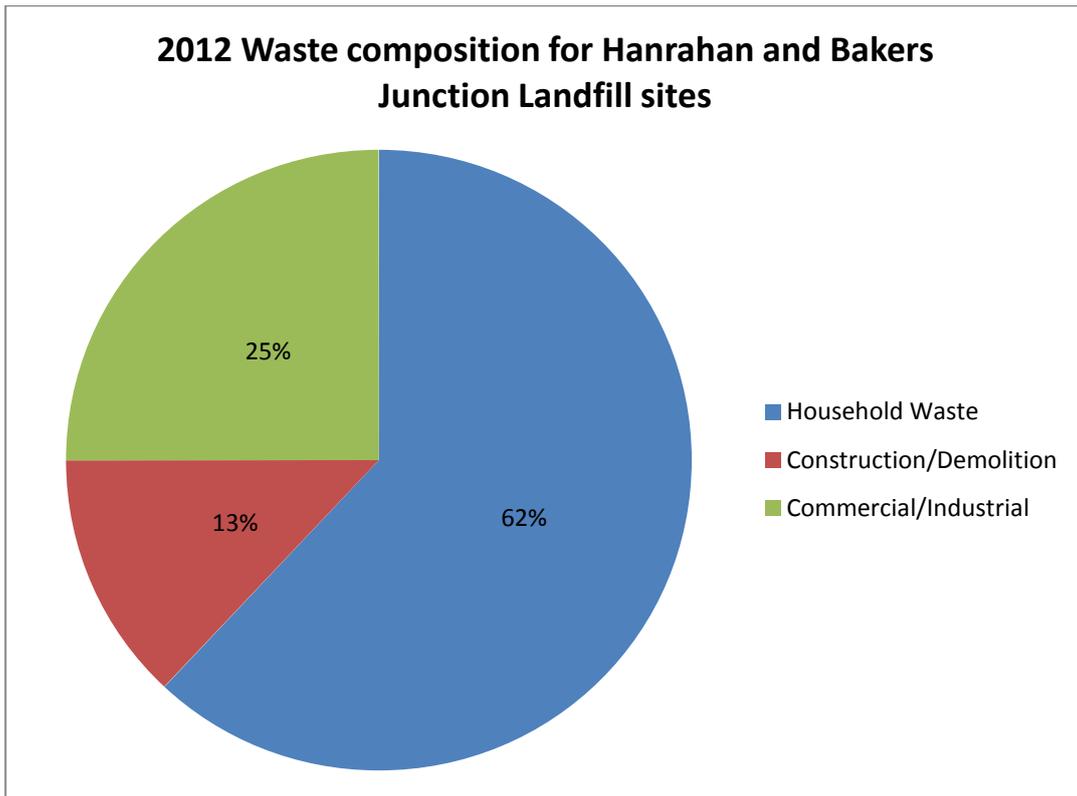
**Bakers Junction**



**3.5 Significant Waste Streams**

- Collected kerbside waste and domestic waste dropped off at Hanrahan and Bakers Junction landfill represents the largest of the City’s waste streams at 13,900 tonne.
- Commercial/Industrial waste contributes 5,686 tonne to landfill.
- Construction/Demolition represents 3003 tonne accepted with 700 tonne of this total used for earthworks at the landfill sites.
- The largest quantity of product received at landfill is clean fill with 15,376 tonne recorded for 2012. Clean fill is used as a cover material over waste cells and is also stockpiled to be used for capping material when the landfill has reached its final level.

**3.6 Estimated Percentage Composition of Waste (Household/ C&D/C&I).**



**3.7 Recycling Composition Analysis**

Kerbside and drop off recycling is processed at the Harahan Landfill Site at the Contractor operated Materials Recovery Facility (MRF). The composition of the recycled material is outlined in the following table.

**TABLE 1: Recycling Composition Break Down for 2012**

PRODUCTS	ALBANY MRF	TRANSFER STATIONS	MUNICIPAL GREEN WASTE	TRANSFER STATION CARDBOARD	TOTAL PRODUCT TONNAGE
Newspaper	1096.92	31.37			1128.29
Cardboard	661.84	19.26		9.78	690.88
Liquid Board	0	0			0
Glass	683.75	14.67			698.42
Steel Cans	59.35	1.68			61.03
Alu Cans	22.6	0.63			23.23
HDPE	76.76	2.51			79.27
PET	36.76	1.04			37.8
Mixed Plastic	30.5	0.85			31.35
Bulk Steel	0	0			0
Glass Fines	0	0			0
Waste	710.51	21.13			731.64
Total					3481.91
Greenwaste			1526		1526

### 3.8 Government Policy and Regulatory Implications

- Environmental Protection Act 1986;
- Environmental Protection (Controlled Waste) Regulations 2001;
- Health Act 1911;
- Health (Asbestos) Regulations 1992;
- City of Albany – Asbestos Disposal Guidelines;
- Waste 2020 Vision to guide policy development;
- Western Australian Waste Avoidance and Resource Recovery Bill (WARR Act).
- Department of Environment and Conservation Licensing Regulations
- Annual Environmental Report and Licensing;
- Sighting, Design, Operation and Rehabilitation of Landfill (best practice);
- Landfill Waste Classification and Waste Definitions (as amended 1996), and;
- Transfer Station Best Practices Guidelines (DEC 2006).

### **3.9 Current Contractor Provided Waste Services**

The following services are provided as part of the Waste Minimisation Contract between the City of Albany and its contractor.

#### **3.9.1 Kerbside Waste Collection**

Urban residents have a weekly kerbside household waste service through a 140 litre Mobile Garbage Bin (MGB) to approximately 13,656 households which results in 6,310.98 tonnes per annum of municipal waste which is sent to land fill at Hanrahan Road.

#### **3.9.2 Kerbside Recycling**

The City provides kerbside recycling via a 240 litre mobile garbage bin (MGB) service to approximately 13,656 households in urban areas of the municipality which results in 3,491.69 tonnes) per annum of recycled material being collected and sorted at Hanrahan Road Waste Management Facility.

The recovered materials are transported to recycling centres in Perth by the appointed contractor or processed locally.

#### **3.9.3 Green Waste Processing**

The City provides a monthly kerbside green waste via a 240 litre mobile garbage bin (MGB) service to approximately 13,656 households. Greenwaste is dropped off at Vancouver Waste on John Street Albany before being transferred to its Mindijup Rd site where it is chipped and composted. Approximately 1,961.24 tonnes is collected and processed annually.

#### **3.9.4 Verge Side Bulk Collections**

The City provides an annual green waste verge collection in April/May and an annual hard waste verge (furniture, white goods, bedding, timber and steel) collection in October to all urban residents.

All landfills and transfer stations accept dry recyclables; green waste is accepted at the green waste contractor's site and is not accepted at any landfills or transfer stations.

#### **3.9.5 Community Education**

A component of the waste minimisation contract is for the contractor to provide for a Community Education Officer. The education officer works with school and community groups to promote recycling and responsible waste management.

#### **3.9.6 Rural Transfer stations**

Rural waste transfer stations are located at five sites within the municipality to provide for domestic waste disposal for rural ratepayers. Approximately 102.92 tonnes per annum of rural domestic is collected and disposed of at Hanrahan Rd Waste Management Facility.

### **3.10 City of Albany Provided Waste Services**

The following are services that are provided by the City of Albany outside of the Waste Minimisation Contract

#### **3.10.1 Landfill Based Services**

The City has two landfill sites – Hanrahan Road Waste Facility and Bakers Junction Landfill. Both landfills are licensed as Class II sites and offer disposal services of materials as stipulated in their licenses. Both landfills also collect salvageable materials such as oil, scrap steel, timber and batteries for recycling.

**3.10.2 Household Hazardous Waste**

With WALGA support the City also has a Household Hazardous Waste service that collects hazardous items used in households that are not normally accepted at landfill sites. These items include out of date gas bottles, small quantities of pesticides, smoke alarms etc. WALGA organizes their disposal at a metropolitan site.

**3.10.3 E Waste Collection**

The City collects e-waste at its Hanrahan Road waste facility and supplies it to a local contractor for recycling. The service is partly funded by the Product Stewardship Scheme and collects approximately 130 tonnes of e-waste per annum.

**3.10.4 Drum Muster Collection**

The City provides a collection point for chemical drums at all its rural transfer sites as well as its landfill facilities. Collection occurs on an irregular basis approximately every 18 months.

**3.11 Current Waste Infrastructure**

A location map of waste sites in the municipality is attached as Appendix 2.

Site	License No.	Address
Hanrahan Road Waste Management Facility (31ha)	6925 L129/97	Lot 1135 Cuming Road Albany
Bakers Junction (11 ha)	7048 L239/97	Reserve 31472 Chesterpass Road Albany
Transfer Stations		Address
Redmond		Redmond Hay River Road
Kronkup (former Landfill) (9.5ha)		Reserve No. 38504 Lower Denmark Rd Kronkup
Wellstead (former landfill) (2ha)		Part of Wellstead town site
Cheyne Beach (116ha) recently closed		Reserve No. 878 Cheyne Road Cheynes
Manypeaks (former landfill) (7ha)		Reserve No. 38923 Lot 51 South Coast Highway
South Stirling		Reserve 51085 South Stirling Rd
Recycling Drop Off Facilities		Description
Hanrahan Road Waste Management Facility		Tip Shop
Bakers Junction		Hook lift bins on site
At all other transfer stations		Hook lift bins on site and MGB's
Material Recovery Centre		Description
Hanrahan Road Waste Management Facility		Materials Recovery Facility
Vancouver Waste		Green waste Processing Plant

**3.11.1 Hanrahan Road Landfill**

Hanrahan Road landfill site is centrally located, approximately 2km west of the Albany Central Business District and is 1km from the shore line of Princess Royal Harbour. The physical address for the site is Lot 1135 Cuming Road, Albany and facility is positioned on the western foot of Mount Melville. The site is leased from the Albany Agricultural Society Inc. and has been operated by the City as a waste disposal facility for over 45 years.

The primary activity of the site is land filling of putrescible waste and therefore it is licensed under the Environmental Protection Act 1986 (License Number 6925 – File number L129/97). It is classified under the Environmental Protection Regulations 1987 as a Schedule 1: Prescribed Premises Category 64 – Class II Putrescible landfill site with a production/design capacity of 20,000 tonnes or more per annum. The facility is licensed to accept waste materials for burial stipulated for Class II landfill in the Landfill Waste Classification and Waste Definitions 1996 (As amended) including:

- Clean fill (i.e. Sand, Rocks Soil)
- Type 1 Inert waste (i.e. Concrete, Building Rubble)
- Type 2 Inert waste (i.e. Tyres, Plastics)
- Putrescible wastes (i.e. Domestic, street sweeping, Litter)
- Contaminated solid waste meeting waste acceptance criteria specified for Class II landfills (some specific site clean ups)
- Type 1 and Type 2 Specialist waste (Asbestos, Medical, Quarantine)

Sustainable waste management activities are also carried out at the site including the operation of a salvage/reuse shop, the acceptance and short-term storage of recyclable materials including ferrous and non ferrous metals, plastics, glass, paper and cardboard. In addition, the site also accepts and operates as a short-term storage facility for specific hazardous waste materials including waste oil.

### **3.11.2 Bakers Junction**

Baker's Junction Waste Management Facility is located on Reserve No. 31472, Chester Pass Road, Albany approximately 16km northwest of the City of Albany and has a total area of 11 hectares.

The site is licensed under the Environmental Protection Act 1986 (License Number 7048/ File Number L239/97). It is classified under the Environmental Protection Regulations 1987 as a Schedule 1: Prescribed Premises Category 64 – Class II Putrescible landfill site and is restricted to accepting a maximum of 50,000 tonnes of waste per annum. The facility is licensed to accept waste materials for burial stipulated for Class II Landfill in the Landfill Waste Classification and Waste Definitions 1996 (As amended) including:

- Clean fill (i.e. Sand, Rocks Soil)
- Type 1 Inert waste (i.e. Concrete, Building Rubble)
- Type 2 Inert waste (i.e. Tyres, Plastics)
- Putrescible wastes (i.e. Domestic, street sweeping, Litter)
- Contaminated solid waste meeting waste acceptance criteria specified for Class II landfills ( some specific site clean ups)
- Type 1 and Type 2 Specialist waste (Asbestos, Medical, Quarantine)

Offal and Asbestos comprises the majority of waste received at the site as well as a small amount of domestic waste. The facility also operates a waste transfer station for the acceptance and short-term storage of recyclable materials (including metallic, plastic, cardboard and paper products).

#### **4.0 Revision of Services**

The City's current level of service aligns itself with the Waste Authorities Zero Waste Policy and its goal of diverting the maximum amount of waste from landfill. To achieve ongoing compliance with policy means that decreasing its level of service is not a viable option. However the City can look at how it delivers its services and the possible efficiencies that could be made.

#### **4.1 Waste Minimisation Contract**

The Waste Minimisation Contract implemented in 2004 has shaped the delivery of the City's waste service for nearly ten years and received very little variation since its introduction. The contract is due to expire in May 2015 and a review is now required regarding the services it provides and how they are delivered. The review will need to investigate the merits of outsourcing versus in house delivery of all or some of the services currently undertaken.

#### **4.2 Bulk Hardwaste and Greenwaste Verge Collections**

The annual bulk waste verge collections are extremely popular with the community. However the service is relatively expensive to deliver and, for two months of the year, creates litter problems and detracts from the visual amenity of the City. The service will be reviewed to investigate alternative options and efficiencies.

#### **4.3 Medical Waste**

The City provides the regions only cost effective option for medical waste disposal. Total medical waste received in 2012 at the city's waste facility was 39 tonne. This constitutes less than 0.2% of the 25,600 tonne of waste buried in landfill. The type of medical waste received consists of medical instruments, sharps and wound dressings. A report commissioned by the City of Albany in 2012 describes the City as complying with its licence conditions in receiving and disposing of this waste to landfill and questions the viability of other forms of disposal given the relatively small amounts of medical waste received. Several contractors have shown interest in providing an alternative service at an increased cost. These services are more in line with best or preferred practice. The City will partner with WA Health to determine a position as to whether the current acceptable practice should continue and is in the wider community interest.

#### **4.4 Traffic Management and Waste Reveal at Hanrahan Landfill**

The traffic management and positioning of the weighbridge at Hanrahan landfill doesn't allow for the separation of loads and discourages customers from sorting their waste to increase the capability of recycling materials. The traffic management system will be reviewed and redesigned.

#### **4.5 Domestic Waste Disposal at Bakers Junction Landfill**

The reveal of domestic waste at Bakers Junction will be reviewed to coincide with the small quantities of domestic waste that is received. This may involve the use of skip bins and the waste transferred to Hanrahan for burial.

#### **4.6 Commercial and Industrial Recycling**

Landfill fees have been restructured to encourage commercial recycling but this facet of waste disposal will receive ongoing review.

#### **4.7 Construction and Demolition**

Landfill fees have been structured to encourage the sorting of loads and recycling. Private contractors have entered the market and the quantity of material being received has decreased. This service will receive ongoing review in response to private contractor influences and continued encouragement to promote sorting of loads and recycling.

#### **4.8 Education Officer**

The role of the education officer has been invaluable in establishing the communities recycling culture. The existing role is outsourced as a component of the waste minimisation contract. The position of education officer will be reviewed to determine if the role should continue to be outsourced or better service could be provided if the role was directly employed by the City.

#### **4.9 AWARE Centre**

The AWARE (Albany Waste and Recycling Education) Centre is managed by the City's current waste collection contractor. The Centre's main objective is to raise awareness of recycling and waste minimization in the community. The target audience is school groups but is also used by community groups such as retirement villages and scouts. Further work is required to extend the classroom outdoors to demonstrate working examples of recycling techniques.

#### **4.10 Bin Collection**

The colour coding of the City's bins does not comply with the National Standard. This causes confusion with new residents and tourists who inadvertently contaminate recycling bins with municipal waste. A plan will be formulated to phase in new bins that conform with national Standards.

#### **5.0 Additional Services**

##### **5.1 Kitchen Organic (Food Scrap Collection)**

The City already has a greenwaste processing service that composts organic garden waste. Investigation and trial will be conducted to expand the practice to include food scraps. If successful this initiative has the potential to reduce waste to landfill by up to 35% and increase landfill life expectancy by 3 years.

##### **5.2 Energy Recovery**

It is considered that Hanrahan Road Waste Management Facility is considered the best option for energy recovery. The City is proposing to undertake a feasibility study into the viability of methane gas extraction for power generation.

#### **6.0 Comments from Department of Environment and Conservation**

1. 3.9.3 Green Waste Processing - The reported 1,961.24 tonnes of green waste and other wastes being received, stored and/or processed at the John Street property (greater than 500 tonnes per year) would make the John Street premises prescribed under the *Environmental Protection Regulations 1987* and the need for the occupier to apply for and hold a license to continue this activity. It is the City's responsibility to ensure that all regulatory obligations are met with regards to its waste services or contractors.
2. 3.9.3 Should clarify here who operates "Vancouver Waste on John St" and the "Mindijup Rd site". The way it reads suggests that it is operated by the City. Also may need to clarify what activities (define processing) will occur at the John street site and Mindijup Rd site and that the necessary approvals for these sites and activities are in place.
3. 3.9.6 Rural Transfer stations - Any waste transfer station that has a design capacity to receive 500 or more tonnes per year of waste is prescribed and must hold a licence under category 61 of the *Environmental Protection Regulations 1987*. In addition any upgrades or works that would increase an existing waste transfer stations design capacity to 500 tonnes or more per year must be done through a works approval. Noting that it is the design capacity of the facility that makes it prescribed and not its current throughput. To ensure that the City of Albany is meeting its regulatory obligations it is suggested that a regulatory review of all existing waste transfer stations or waste depots is undertaken as part of the Plan.

4. 3.11.1 and 3.11.2 states that Type 1 Inert waste is concrete and building rubble. This is not necessarily correct and should be corrected in the document with reference to the Landfill Waste Classification and Waste Definitions (as amended) as being non-hazardous wastes containing contaminant concentrations less than Class 1 landfill acceptance criteria. There are instances where concrete and building rubble may be contaminated above these levels or contain asbestos.
5. 4.7 Construction and Demolition - The Plan should outline measures adopted to manage the risk of asbestos contamination of feedstocks and recycled products to reduce risks to site workers and the wider community. DEC's Guideline for Managing Asbestos at Construction and Demolition Waste at Recycling Facilities should be noted and is available on the DEC website.
6. 5.1 states that the City has a green waste processing and composting service. This section should clarify where and who operates these services and that they hold the appropriate DEC licenses or approvals.
7. 6.0 Issues Identified by DEC - is noted to be blank. What is the purpose of this heading and what information will be placed here?
8. 11.0 Key Action Plan – The City should include a review of the effectiveness of the leachate management system at Hanrahan landfill and provide a contingency action plan should it not be found to be operating as designed.

## **7.0 Collaboration with other Local Governments**

Discussions have been held with the Shires of Denmark and Plantagenet to establish a regional group of municipalities with the following terms of reference:

- Joint use of regional facilities
- Coordinated approach to the establishment of new facilities and initiatives
- Joint funding applications
- Regional Tendering
- Network development

A 5 year Strategic Waste Minimisation Plan was implemented in 2008 by the three councils and is now due for review.

In 2011 a Regional Waste Site Investigation was commissioned by the City of Albany and the Shire of Denmark that considered prospective sites in both municipalities, as well as a site in Plantagenet, for their suitability to be used as a regional landfill facility. The study provided preliminary findings that require further investigation.

Discussions regarding a regional perspective to waste management will be ongoing between the three councils during the term of this strategic plan.

## **8.0 Raising Community Awareness of Waste Management Activities**

The City of Albany has a recycling contamination rate of 20% which by industry standards is an average grade but still falls well short of the 10% industry benchmark.

The importance of the education officer's role cannot be underestimated. The Shire of Denmark has the same recycling practice and contractor as the City of Albany and has a contamination rate of 40%. The difference between the two services is - Albany has an education officer and Denmark does not.

Research by eastern states Councils has shown that community awareness has a limit to the positive influence it can exert on the community and have extended their efforts to publicly engage their community with a more interactive approach.

For the City of Albany to improve its recycling contamination rate, continue its drive to improve community knowledge of waste stream separation and implement new services such as food scrap collection it is important that the City review the role of the education officer so that a higher level of community engagement is achieved.

**9.0 Improved Practices at the City of Albany**

Significant improvements to the City of Albany waste service include:

- Introduction of a bin collection service at Cheyne Beach and the closure of the transfer station
- Construction of Stages 1 & 2 of leachate drainage system at Hanrahan Landfill
- Reviewed landfill fee structure
- 3D model and accurate forecast of landfill life expectancy
- Partial subsidy of E-waste collection under Product Stewardship Scheme
- Implementation of improved landfill operational practices

**10.0 Albany’s Waste - Where too into the Future**

The City of Albany is at the crossroads in determining the future of its waste management. The decisions made within the term of this strategic plan will set the direction for the next 50 years. Previous strategies in 2004 and 2008 were made without the urgency of landfills reaching their life expectancy. Even with advances in waste treatment technology there will always be some residue that will require burying. In the short to mid-term it is important that the City reduces its waste stream to landfill to preserve its asset for as long as possible while planning a new landfill that will cater for the City’s needs for up to the next 50 years. As the regional centre the City will need to consider the waste requirements of neighbouring Councils but also be aware that its own specific requirements may not suit a shared facility.

Alternative technology used in the eastern states of Australia includes various methods of composting. Internationally bio digesters and plasma arc (energy from waste) technology are now being considered and incorporated into mainstream waste management practices. In planning for the next 50 years of management it is important that all options are considered and options chosen are a reflection of planning for the future and not for the present.

**11.0 Key Action Plan**

This section identifies outcomes, actions and responsibilities that will indicate our performance for the Waste Management.

<b>1. Review services provided by the current waste contract.</b>	
Timeframe	May 2014
Outcome	Services analysed and determined prior to preparation of new Waste Minimisation contract
Resources	Manager Waste Strategy and Operations, Waste Coordinator
Officer	Manager Waste Strategy and Operations

<b>2. Trial and if sustainable implement a food scrap kerbside collection</b>	
Timeframe	November 2015
Outcome	Food scrap kerbside collection added as a variation to greenwaste collection and processing contracts
Resources	Waste Coordinator, Education Officer, Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>3. Continually Reduce Domestic Waste to Landfill.</b>	
Timeframe	May 2018 - ongoing
Outcome	An accurately recorded data set showing reduced landfill percentages on an annual basis.
Resources	Waste Coordinator, Education Officer, Landfill staff
Officer	Manager Waste Strategy and Operations

<b>4. Review Bakers Junction landfill operations with the aim of setting up a transfer station to receive the domestic waste component of the waste stream.</b>	
Timeframe	March 2014
Outcome	Implementation of transfer station facilities for the domestic waste component of waste stream
Resources	Waste Coordinator, Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>5. Collaborate with Other Councils to Maintain a Coordinated Regional Approach.</b>	
Timeframe	May 2018 - ongoing
Outcome	The City acting as the regional leader for waste initiatives with neighbouring Councils
Resources	Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>6. Investigate and implement if sustainable alternative options for the bulk hard waste verge collection.</b>	
Timeframe	August 2014
Outcome	Continuation of existing service with the possibility of using an alternative operational procedure
Resources	Waste Coordinator, Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>7. Investigate and implement if sustainable alternative options for the bulk green waste verge collection.</b>	
Timeframe	December 2014
Outcome	Continuation of existing service with the possibility of using an alternative operational procedure
Resources	Waste Coordinator, Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>8. Rehabilitation of South Stirlings Landfill Site.</b>	
Timeframe	October 2014
Outcome	Rehabilitation as per post closure management plan.
Resources	Waste Coordinator, Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>9. Provide Higher Profile Education Programmes for Waste Minimization</b>	
Timeframe	May 2018 - ongoing
Outcome	Using the AWARE Centre as a base, ensure the community is better educated about waste
Resources	Education Officer, Waste Coordinator, Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>10. Review and Implement Improved Traffic Flows at Waste Management Facility to Encourage Greater Recycling Participation.</b>	
Timeframe	June 2014
Outcome	An improved traffic flow methodology that ensures maximum recycling opportunities
Resources	Waste Coordinator, Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>11. Reduce Waste to Landfill by Improving Infrastructure for the Sorting and Storage of Recyclables at the Hanrahan Waste Facility.</b>	
Timeframe	July 2015
Outcome	Construct hardstands for the sorting and storage of recyclable waste streams
Resources	Waste Coordinator, Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>12. Increase Public Place Recycling</b>	
Timeframe	May 2016
Outcome	The placement of increased numbers of recycling bins in the CBD area
Resources	Waste Coordinator
Officer	Manager Waste Strategy and Operations

<b>13. Review Medical Waste Disposal in Partnership with Health WA</b>	
Timeframe	June 2014
Outcome	Decision on the Citys continuation of its medical waste disposal service if an alternative service was provided in Albany by a private contractor
Resources	Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>14. Phase in National Standard Bin Colours</b>	
Timeframe	May 2016 (ongoing)
Outcome	Retailers commence supplying bins complying with National Standards when issuing new or replacement bins.
Resources	Waste Coordinator
Officer	Manager Waste Strategy and Operations

<b>15. Investigate and implement Improved Weighbridge Data Management System</b>	
Timeframe	March 2014
Outcome	Installation of new weighbridge software and improved reporting ability
Finances	Waste Coordinator
Officer	Manager Waste Strategy and Operations

<b>16. Hanrahan Transfer Shed to be Designed to Operate with Hook Lift Bins</b>	
Timeframe	April 2014
Outcome	Designs to consider for future implementation
Resources	Waste Consultant, Waste Coordinator
Officer	Manager Waste Strategy and Operations

<b>17. Develop Post Closure Plan for Hanrahan Landfill</b>	
Timeframe	June 2015
Outcome	Plan to submit to DEC
Resources	Waste Consultant
Officer	Manager Waste Strategy and Operations

<b>18. Investigate and Plan for Waste Disposal Alternatives beyond 2023</b>	
Timeframe	May 2016
Outcome	Report investigation findings
Resources	Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

<b>19. Implement Design Changes to Hanrahan Transfer Shed</b>	
Timeframe	November 2015
Outcome	Upgrade to transfer shed
Resources	Waste Coordinator
Officer	Manager Waste Strategy and Operations

<b>20. Demonstrate to the Public the Successful Use of Recyclable Waste</b>	
Timeframe	July 2015
Outcome	Construct concrete kerbing, public car park and pathway at the Hanrahan Waste Facility using recyclable material that can then be showcased to the public
Resources	Waste Coordinator
Officer	Manager Waste Strategy and Operations

<b>21. Prepare and Implement New Waste Minimisation Contract</b>	
Timeframe	May 2015
Outcome	Implementation of new waste contract services
Resources	Manager Waste Strategy and Operations, Waste Coordinator
Officer	Manager Waste Strategy and Operations

<b>22. Reinstate Rural Domestic Waste Fee</b>	
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Timeframe	July 2013
Outcome	Reinstate revenue to cover the cost of providing a waste service to rural householders
Resources	Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

**23. Review Waste Collection Boundaries**

Timeframe	December 2013
Outcome	Potential expansion of waste collection area
Resources	Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

**24. Investigate the Use of Hanrahan Waste Facility as a Transfer Station for Greenwaste**

Timeframe	December 2014
Outcome	The use of Hanrahan Waste Facility as a collection point with greenwaste processed off site.
Resources	Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

**25. Review the Effectiveness of the Hanrahan Leachate Drainage System and Plan for Improvements if Required**

Timeframe	December 2016
Outcome	Compliance with DEC requirements.
Resources	Manager Waste Strategy and Operations
Officer	Manager Waste Strategy and Operations

**26. Review the Effectiveness of Commercial Recycling Fee Incentives**

Timeframe	August 2015
Outcome	Weighbridge data demonstrating trends in the ratio of sorted/mixed commercial waste tonnage.
Resources	Waste Coordinator
Officer	Manager Waste Strategy and Operations

**12.0 Review**

Executive Director Works and Services by September 2018.

**13.0 Associated Documents**

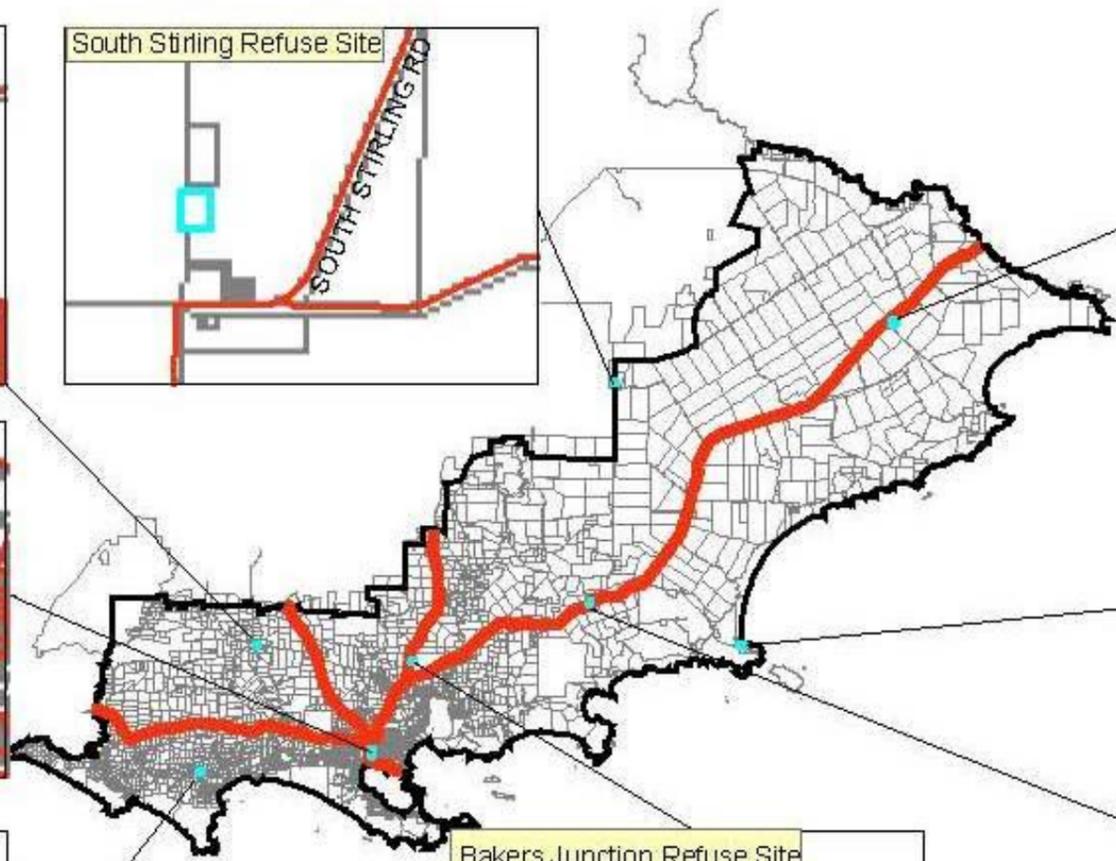
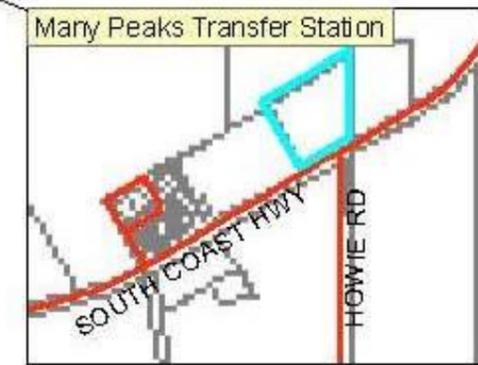
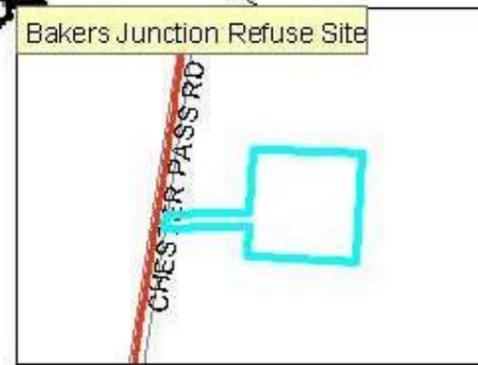
This map has been produced by the City of Albany from a range of agencies. The City bears no responsibility for the accuracy of this information and accepts no responsibility for its use by other parties.



# City of Albany Waste Collection Sites

## Legend

- Highways
- Local Roads
- Boundaries
- Waste Sites



Capital Works Progress Report  
as at 30 August 2013



COST

City of Albany  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 31st August 2013

**Summary Acquisitions**

	Original Budget	Current Budget	YTD Budget	Actual	Variance
	\$			\$	\$
<b>Infrastructure</b>	5,953,283	5,953,283	60,000	64,803	4,803
Roadworks	2,467,890	2,467,890	19,867	7,760	(12,107)
Drainage	3,393,000	3,393,000	0	0	0
Bridges	1,895,184	1,895,184	306,666	317	(306,349)
Footpath & Cycleways	6,628,137	6,628,137	960,784	574,525	(386,259)
Parks, Gardens & Reserves	1,260,557	1,260,557	0	0	0
Sanitation	9,598,174	9,598,174	6,000	23,325	17,325
Other Infrastructure					
<b>Totals</b>	<b>31,196,225</b>	<b>31,196,225</b>	<b>1,353,317</b>	<b>670,730</b>	<b>(682,587)</b>

	Current Budget				
	This Year				
	Budget	Budget	YTD Budget	Actual	(Under)Over
	\$			\$	\$
Subdivisions Handed over to the City	1,000,000	1,000,000	0	0	0
Lower Denmark Rd (SLK 18.15-21.50)	0	0	0	37,621	37,621
Lower Denmark Rd (Slk 0.0 - 0.76) (100% R)	37,068	37,068	0	778	778
Chillinup Rd - Gravel Resheet (Slk 21.80-27.00) (100% R)	180,000	180,000	60,000	0	(60,000)
Dempster Rd - Second Coat Seal (Slk 2.38-4.50) (100% R)	70,000	70,000	0	0	0
Dragon Road - Seal (Slk 0.27 - 0.62) (20% U, 80% R)	35,000	35,000	0	134	134
Frenchman/Princess Intersection - Widen For Turning Bulge (Slk 3.37 - 3.55) (20% U, 80% R)	150,000	150,000	0	0	0
Hanson St - Overlay, Box Out & New Kerb On North Side (Slk 0.46 - 0.62) (100% R)	89,000	89,000	0	0	0
Hope St - Asphalt Overlay (Slk 0.00 - 0.15) (100% R)	40,000	40,000	0	0	0
Johnson Rd - Gravel Resheet (Slk 0.00 - 5.00) (100% R)	175,000	175,000	0	408	408
Leonora St - Asphalt Overlay (Slk 0.55 - 0.91) (100% R)	65,000	65,000	0	0	0
Lion St - Asphalt Overlay, Kerb & Drainage (Slk 0.00 - 0.24) (40% U, 60% R)	80,000	80,000	0	0	0
Lower Denmark Rd - Second Coat Seal (Slk 6.2-11.91) (100% R)	228,500	228,500	0	0	0
Logger Denmark Rd - Second Coat Seal (Slk 25.18 - 36.81) (100% R)	461,300	461,300	0	0	0
Lower Denmark/Roundhay Int - Widen For Turning Pocket Design (Slk 1.47-1.68) (30% U, 70% R)	30,000	30,000	0	0	0
Millbrook Rd - Reconstruct And Widen Through Bends (Slk 5.30 - 6.90) (15%U, 85%R)	567,000	567,000	0	0	0
North Road Pedestrian Crossing (Slk 0.67 - 0.75) (100% R)	25,000	25,000	0	0	0
Old Elleker Road/George St - Seal Staggered Intersection (Slk 2.47 - 2.59) (20%U, 80%R)	38,000	38,000	0	0	0
Pfeiffer Rd - Reconstruct Sections Showing Signs Of Failure (Slk 20.02-22.44) (15% U, 85% R)	390,000	390,000	0	0	0
Piggot Martin Rd - Gravel Resheet (Slk 0.00 - 4.36) (100% R)	150,000	150,000	0	324	324
Princess Ave - Reconstruct & Upgrade (Slk 0.00-0.80) (15% U, 85% R)	420,001	420,001	0	0	0
Redhen Rd - Gravel Resheet (Slk 0.00-3.62) (100% R)	130,000	130,000	0	0	0
Redmond West Rd - Gravel Resheet (Slk 18.00 - 22.72) (100% R)	165,000	165,000	0	528	528
Sinclair St - Asphalt Overlay & Kerbing (Slk 0.00-0.15) (30% U, 70% R)	70,002	70,002	0	904	904
Willyung Rd Gravel Overlay, 9M Formation; 7M Two Coat Seal (Slk 0.02-1.76) (15% U, 85% R)	600,000	600,000	0	193	193
Winifred Road - Seal Rail Crossing (Slk 0.00 - 0.07) (20% U, 80% R)	20,000	20,000	0	0	0
Emu Point Car Park (100% R)	30,000	30,000	0	3,962	3,962
Lake Seppings Roadworks (Slk 0.22-0.57) (100% E)	120,000	120,000	0	134	134
Millbrook Rd (100% R)	111,424	111,424	0	55	55

Roads

Perkins Beach Rd (Silk 0.44-1.73) (100% R)	45,670	45,670	0	0	0
Pfeiffer Rd (Silk 20.02-22.14) (100% R)	300,000	300,000	0	0	0
Scrub Bird Rd (Silk 0.18-0.6) (100% R)	30,318	30,318	0	439	439
2013-14 Design Costs	100,000	100,000	0	19,325	19,325
<b>Totals</b>	<b>5,953,283</b>	<b>5,953,283</b>	<b>60,000</b>	<b>64,803</b>	<b>4,803</b>

	Current Budget					Variance (Under)Over
	Original Budget	Current Budget	YTD Budget	Actual		
<b>Drainage</b>						
Frederick St/Aberdeen/Peel Pl Verge - Crossover Footpath (100% U)	\$ 12,999	12,999	0	400	\$ 400	
96 Wylie Crescent Wylie Cres Drainage (50% U, 50% R)	9,999	9,999	0	775	775	
North Rd Drainage Project (100% R)	580,000	580,000	0	0	0	
Ulster Road Woodthorpe School Drainage (100% U)	59,600	59,600	19,867	0	(19,867)	
Bayonet Head Meananger Rd Flood Mitigation - Improve Storm Sump Outfall (80% E, 20% U)	45,000	45,000	0	0	0	
Cull Park Catchment Stage 2 - Re Route Drainage To Symers St Design (75% E, 25% U)	80,000	80,000	0	0	0	
Frederick St/Aberdeen/Peels Pl Verge - Crossover Footpath (20% E, 60% U, 20% R)	30,000	30,000	0	1,380	1,380	
Lower Barnesby Drive Upgrade Driveway Culvert (40% U, 60% R)	1,125,000	1,125,000	0	5,205	5,205	
Proudlove Pde/Uwa Building/Stirling Tce - New Pipe Installation (100% E)	70,000	70,000	0	0	0	
Proudlove Pde - Timber Box Culvert Replacement Near Railway Station (20% E, 80% U)	140,000	140,000	0	0	0	
Railways Football Club - Culvert Removal (100% U)	5,000	5,000	0	0	0	
Replace Damaged And Worn Drainage Pits Covers, Raise Buried Pits (100% U)	22,500	22,500	0	0	0	
Beaufort Rd/Barnesby & Target Road Verge Flooding (50% U, 50% R)	9,999	9,999	0	0	0	
Stephen St Basin	187,794	187,794	0	0	0	
York Street Gross Pollutant Trap Installation (100% U)	55,000	55,000	0	0	0	
Broughton Street Overflow (100% U)	25,000	25,000	0	0	0	
Maitland Avenue, Paulas Way, Little Grove Maitland Ave Drainage (50% U, 50% R)	9,999	9,999	0	0	0	
<b>Totals</b>	<b>2,467,890</b>	<b>2,467,890</b>	<b>19,867</b>	<b>7,760</b>	<b>(12,107)</b>	

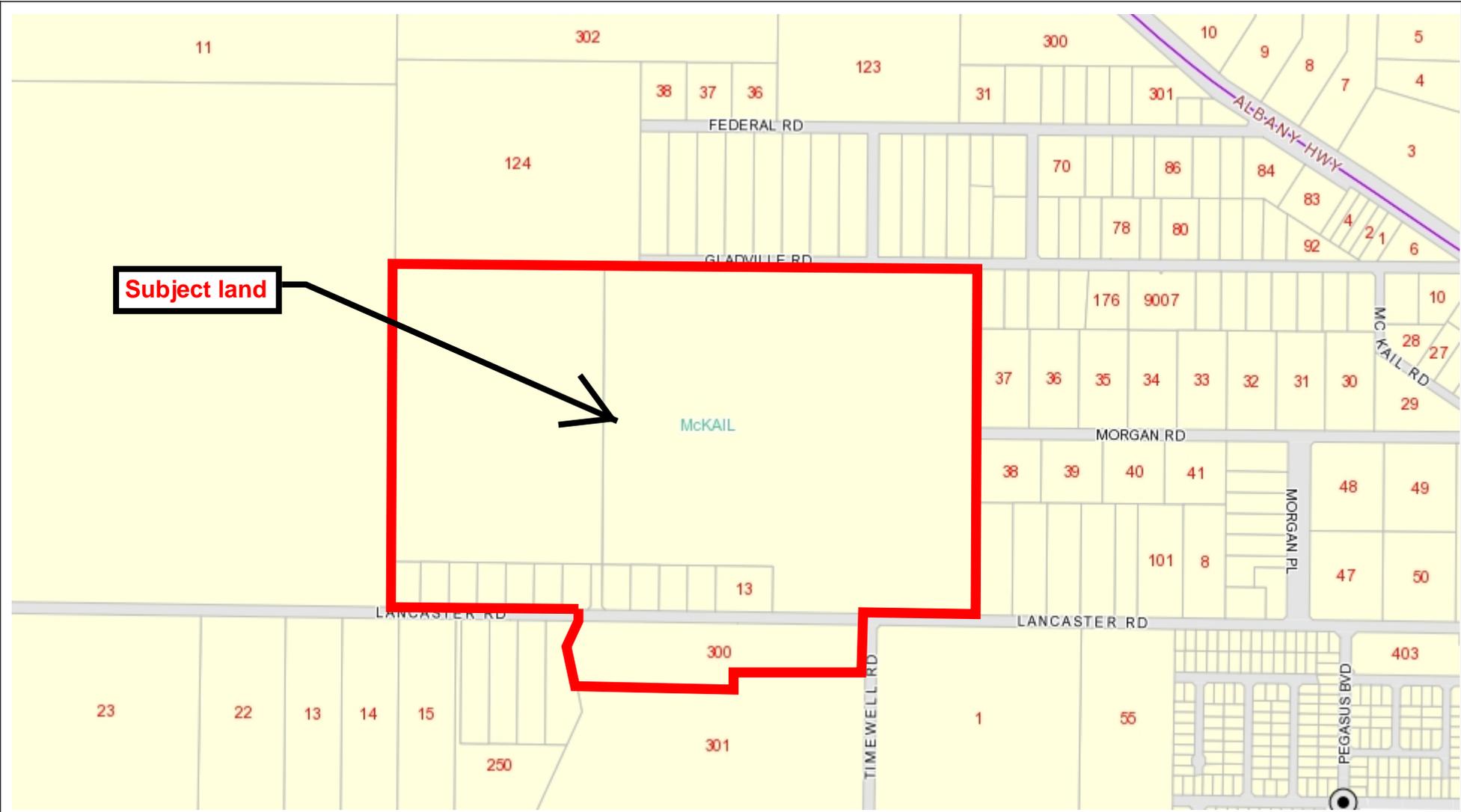
	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Eileker Grassmere Bridge 4689 (100% R)	3,312,000	3,312,000	0	0	0
Lower King - King River Bridge 4630 (100% R)	81,000	81,000	0	0	0
<b>Totals</b>	<b>3,393,000</b>	<b>3,393,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Eyre Park Shared Paths	190,000	190,000	126,666	280	(126,386)
Anzac Peace Park Shared Path	120,000	120,000	80,000	37	(79,963)
Middleton Road Shared Path	70,000	70,000	0	0	0
Albany Cycling Strategy	70,000	70,000	0	0	0
Mundi Biddi Re-alignment	155,084	155,084	0	0	0
Minerva / Leslie - Construct A 1.5Mtr Path From Edward St To North Rd (100% E)	170,300	170,300	0	0	0
Angove Rd - Construction Of A Pedestrian Refuse Island (100% E)	6,100	6,100	0	0	0
Bicycle Strategy Priorities (20%E, 60% U, 20% R)	600,000	600,000	100,000	0	(100,000)
Earl St - Patch Existing Surface, Overlay With Asphalt, From Rowley To Spencer St (40%U, 60% R)	10,200	10,200	0	0	0
Middleton - Replacing With A New 2M Wide Asphalt Path And Barrier Kerb (40% U, 60% R)	62,500	62,500	0	0	0
Nanarup Rd Foreshore Trail - Stage 1 (80% E, 20% U)	260,000	260,000	0	0	0
South Coast H/Way - Replace Existing Slabs With Concrete From Barrett To Lurline St (20% U, 80% R)	176,000	176,000	0	0	0
295 Albany Hwy Pram Ramp Installation (100% U)	5,000	5,000	0	0	0
<b>Totals</b>	<b>1,895,184</b>	<b>1,895,184</b>	<b>306,666</b>	<b>317</b>	<b>(306,349)</b>

	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Mt Clarence Landscape/Infrastructure Works	5,027,348	5,027,348	850,000	567,979	(282,021)
Mt Adelaide Heritage Park	400,000	400,000	0	0	0
North Road Roundabouts	9,505	9,505	0	0	0
Bettys Beach Reserve - Picnic Tables X 5	10,000	10,000	2,500	0	(2,500)
Bettys Beach Reserve - Upgrade Tracks	40,000	40,000	10,000	0	(10,000)
Cosy Cnr East - Upgrade Camping Grounds And Toilet Upgrade	83,000	83,000	0	0	0
Frenchman Bay - Replace Bbq's	27,000	27,000	0	1,018	1,018
Whaling Cove - Upgrade Toilet And Day Use Area	30,000	30,000	0	1,257	1,257
Upgrade Mills Park	72,684	72,684	72,684	4,271	(68,413)
Emu Point - Coastal Adaption Protection Works	413,000	413,000	0	0	0
Eyre Park - Replace Bbq'S	15,000	15,000	15,000	0	(15,000)
Hull Park - Construct Limestone Brick Retention Barrier For Sand Soft Fall	5,600	5,600	5,600	0	(5,600)
Nesbit Gardens - Replace Kerbing Around Gardens	5,000	5,000	5,000	0	(5,000)
North Rd/Albany Hwy Median Strip - Median Strip Amenities	200,000	200,000	0	0	0
Town Square Development	150,000	150,000	0	0	0
Railways Irrigation System	65,000	65,000	0	0	0
Capital Seed Funding for Sporting Clubs	75,000	75,000	0	0	0
<b>Totals</b>	<b>6,628,137</b>	<b>6,628,137</b>	<b>960,784</b>	<b>574,525</b>	<b>(386,259)</b>

	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Enlarge current drainage settlement pond	100,000	100,000	0	0	0
Clay capping and soil cover at finished level of landfill	100,000	100,000	0	0	0
Waste OSH Work Environment Improvement	70,557	70,557	0	0	0
Install new groundwater monitoring bores	100,000	100,000	0	0	0
Clay capping and soil cover at finished level of landfill	100,000	100,000	0	0	0
Improvements to access roads and car parks	100,000	100,000	0	0	0
Construct leachate drainage system for landfill site	650,000	650,000	0	0	0
Perimeter fencing around land acquisition	40,000	40,000	0	0	0
<b>Totals</b>	<b>1,260,557</b>	<b>1,260,557</b>	<b>0</b>	<b>0</b>	<b>0</b>

	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Emu Point Boat Pens Upgrade	80,634	80,634	0	7,075	7,075
Little Grove Trailer Parking	160,580	160,580	0	0	0
Little Grove Fish Cleaning Facilities	23,470	23,470	0	0	0
Little Grove Toilets	123,835	123,835	0	0	0
Emu Point Coastal Works	89,662	89,662	0	15,295	15,295
Centennial Park - Western, Eastern & Central Precinct Development - Infrastructure	9,119,993	9,119,993	6,000	0	(6,000)
Natural Resource Management	0	0	0	955	955
<b>Totals</b>	<b>9,598,174</b>	<b>9,598,174</b>	<b>6,000</b>	<b>23,325</b>	<b>17,325</b>



Subject land

McKAIL



This map has been produced by the City of Albany using data from a range of agencies. The City bears no responsibility for the accuracy of this information and accepts no responsibility for its use by other parties

Wednesday, 21 August 2013

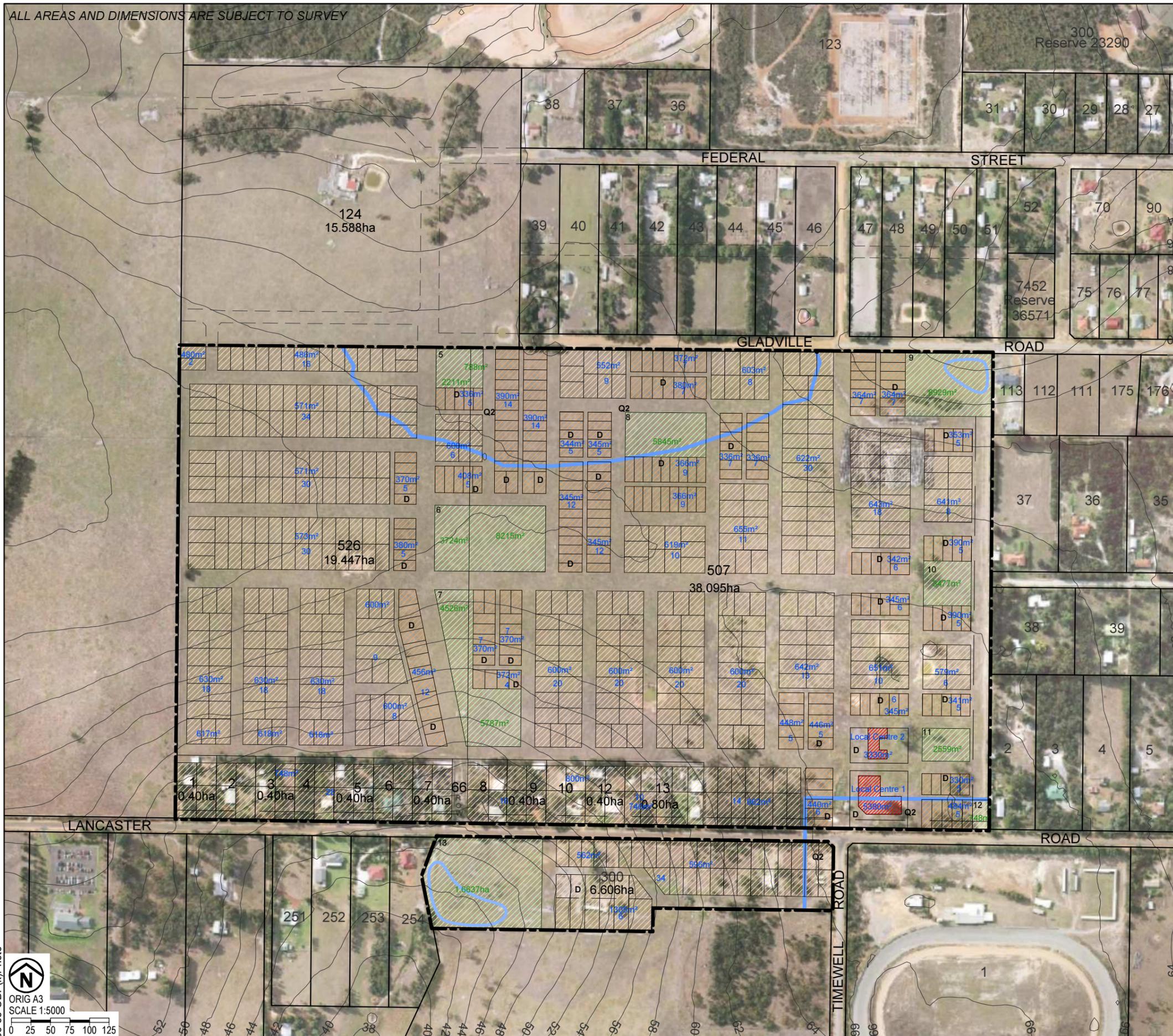
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# OUTLINE DEVELOPMENT PLAN

Lots 1 - 10, 12, 13, 66, 300, 507 & 526 Lancaster Road  
McKail, City of Albany

## PLAN DETAILS



**LEGEND**

- Subject Land
- Quiet House Design Area 2 (refer acoustic assessments and recommendations)
- Public Open Space & I.D.
- Residential Cell (R20)
- Residential Cell (R30)
- Local Activities Centre Site (Interim Use Permitted Subject to DAP)
- Landscaped Basin
- Detailed Area Plan Required For Cell
- Approximate Lot Area and Lot Yield For Cell

06-53-ODP(k)Photo

ORIG A3  
SCALE 1:5000

0 25 50 75 100 125

**AYTON BAESJOU**  
PLANNING

11 Duke Street  
Albany WA 6330  
Ph 9842 2304 Fax 9842 8494

No.	Name/Address of submitter	Summary of submission	Officer comment
1	<p>Department of Planning PO Box 1108 ALBANY WA 6331</p>	<p>We have identified that there are a number of issues which require further consideration, these being:</p> <ol style="list-style-type: none"> <li>Incorporation of the Speedway Buffer onto the ODP map with appropriate noise mitigation actions into the ODP text:  Currently the noise plot within Attachment 3 only to 61dB(A), buffer and noise mitigation will be required to 40dB(A).</li> <li>Incorporation of the Trotting Track buffer onto the ODP map giving an indication of the area which prohibits residential dwellings from being constructed:  Section 4.2 Attachment 3 recommends that prior to subdivision noise emissions of paceway are confirmed at the boundaries of Lots 300 and 507.</li> <li>Incorporating an appropriate location and area for a primary school site as required by the Department of Education (DoE).  A suggested DoE site location was suggested close to the paceway with the inclusion of a regional park in the vicinity.</li> <li>Incorporation of an area of land to function as district open space providing for a full-size football oval, netball courts, etc. for Albany's north-western suburbs.  Public open space calculations within section 4.6 require checking. There may be approximately 2200m<sup>2</sup> of public open space missing, which will assist in achieving area needed for district open space.  Other public open space considerations: <ul style="list-style-type: none"> <li>Remove Lot 124 from area calculations;</li> <li>Check basin calculations are no including a rainwater tank for each lot to attenuate a 1:1 rainfall event (see reference on p28(ii)); and</li> <li>The road widening deduction should be removed from the figures.</li> </ul> </li> </ol> <p>The following plans within the ODP also require amending:</p> <p>Land Use and Zoning Plan:</p> <ul style="list-style-type: none"> <li>Incorrect zonings indicated on the plan.</li> </ul>	<p>Submission upheld.</p> <p>These matters can be addressed as follows:</p> <ol style="list-style-type: none"> <li>The proponent has revised the application of the Quiet House Design Guidelines with 'Q1' and 'Q2' areas identified within the Speedway Buffer area, which can be indicated on plan. These dwellings will provide an acoustic barrier to those beyond, effectively reducing the noise contour to the south.  It is recommended that this modification is incorporated into the final Outline Development Plan.</li> <li>This matter has been considered by the proponent and the noise buffer around the trotting track can be delineated on plan. It has also been found that the residential lots that will be created closest to the trotting track will only have to be constructed to level 'Q3' of the Quiet House Design Guidelines.  It is recommended that these modifications are incorporated onto the final Outline Development Plan.</li> <li>The proponent has discussed these requirements with the Department of Education and has identified a suitable primary school site toward the north-eastern corner of Lot 507, which is co-</li> </ol>

		<p>Local and Neighbourhood Context:</p> <ul style="list-style-type: none"> <li>• Remove the far north 'Potential Local Centre';</li> <li>• The speedway buffer is missing from the plan; and</li> <li>• The proposed Wastewater Treatment Plant (WWTP) buffer is incorrect.</li> </ul> <p>Outline Development Plan:</p> <ul style="list-style-type: none"> <li>• Include the Speedway, WWTP and Trotting Track buffers;</li> <li>• Indicate the road widening more clearly;</li> <li>• Include a primary school site;</li> <li>• Include an appropriately sized regional park;</li> <li>• Relocate the local centre across from the Trotting Track; and</li> <li>• Show cycle and pedestrian paths.</li> </ul> <p>Outline Development Plan – Plan details:</p> <ul style="list-style-type: none"> <li>• Increase Q2 house design areas; and</li> <li>• Increase the Trotting Track buffer (as per Amendment No. 271 buffer requirements).</li> </ul>	<p>located with a football oval. If necessary, it may be possible to extend the primary school site over part of Lot 37 Morgan Road.</p> <p>It is recommended that this modification is incorporated into the final Outline Development Plan.</p> <p>4. A 1.86ha area of land has been identified adjacent to the primary school site, which can function as district open space and incorporates a football oval. Other public open space areas have been identified and can accommodate a five-a-side soccer pitch and basketball court.</p> <p>The public open space calculations have been revised accordingly.</p> <p>It is recommended that these modifications are incorporated onto the final Outline Development Plan and into the attendant planning report.</p> <p><i>Land Use and Zoning Plan</i></p> <p>It is acknowledged that there are zoning errors on this plan and it recommended that it is modified to accurately reflect the current zonings.</p> <p><i>Local and Neighbourhood Context</i></p> <p>It is agreed that the far north 'Potential Local Centre' is unnecessary. It is also acknowledged that the speedway buffer should be incorporated into the plan and that the WWTP buffer is incorrect.</p>
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REPORT ITEM PD007 REFERS

			<p>It is recommended that this plan is modified to:</p> <ul style="list-style-type: none"> <li>• Remove the far north 'Potential Local Centre';</li> <li>• Incorporate the speedway buffer; and</li> <li>• Incorporate the correct WWTP buffer.</li> </ul> <p><i>Outline Development Plan</i></p> <p>These matters have been discussed with the proponent and, as outlined above, it has been agreed that 'Q1' and 'Q2' Quiet House Design areas will be incorporated onto the plan, rather than the Speedway Buffer.</p> <p>It has also been agreed that an appropriately sized district park should be included. A "regional park", which would describe the Centennial Park Sporting Precinct, appears to be an error in the Department of Planning advice.</p> <p>The remaining matters are also agreed, although the relocation of the local centre, perhaps better described as reorientation, is considered unnecessary with the application of 'Q3' Quiet House Design Guidelines. It should also be noted that the proponent has provided a supplementary pathways plan for clarity of the footpath and dual-use path locations.</p> <p>It is recommended that this plan is modified to:</p> <ul style="list-style-type: none"> <li>• Include expanded 'Q1' and 'Q2' Quiet House Design areas along the northern extent of Lots 507 and 526 in lieu of the Speedway Buffer;</li> <li>• Include the WWTP and Trotting Track buffers;</li> <li>• Indicate the road</li> </ul>
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REPORT ITEM PD007 REFERS

			<p>widening more clearly;</p> <ul style="list-style-type: none"> <li>• Include a primary school site;</li> <li>• Include an appropriately sized district park; and</li> <li>• Show cycle and pedestrian paths.</li> </ul> <p><i>Outline Development Plan – Plan details</i></p> <p>These matters have been agreed with the proponent.</p> <p>It is recommended that this plan is modified to:</p> <ul style="list-style-type: none"> <li>• Increase Q2 house design areas; and</li> <li>• Increase the Trotting Track buffer (as per Amendment No. 271 buffer requirements).</li> </ul>
2	Telstra Locked Bag 2525 PERTH WA 6330	No objection.	Noted.
3	Water Corporation PO Box 100 LEEDERVILLE WA 6007	<p>No objection to the intent of the <i>McKail North Outline Development Plan (ODP)</i> and <i>Wood &amp; Grieve Preliminary Engineering Services (ES)</i> report. However, the following comments should be noted:</p> <p>All rezoning and development applications within the (Wastewater Treatment Plant buffer) Special Control Area are to be referred to the Corporation for advice.</p> <p>No existing reticulated sewer services exist within the proposed development area. A sewer plan and staging strategy will need to be defined by the developer. Pump stations should be located within public open space wherever possible, for buffer purposes and potential future water treatment and supply to the environment.</p> <p>Existing reticulated water services within the area are inadequate for the proposed development. A water plan and staging strategy will need to be defined by the developer.</p> <p>It is noted that the Albany Wastewater Treatment Plant buffer overlaps the Future Urban area and will require definition of compatible land uses. Residential is to be excluded.</p>	<p>Noted.</p> <p>Any future rezoning or development applications within the WWTP buffer Special Control Area will be referred to the Water Corporation for advice.</p> <p>It is understood that the reticulated water and sewer networks will have to be upgraded and extended at the time of subdivision.</p> <p>As per the Water Corporation's advice, residential land uses will be excluded from any areas affected by the WWTP buffer.</p>

REPORT ITEM PD007 REFERS

		<p>It is noted that Local Planning Scheme No. 1 includes a revised buffer for a Special Control Area. Zoning and development applications should be approved in accordance with the Corporation's Information Sheet and be referred to the Corporation for advice.</p> <p>Both Willyung pump stations D and F will need to be built to service the proposed development.</p> <p>The DN200 water mains in Lancaster Road will need to be upgraded in size. The water main in Morgan Road will need upgrading in size. There is a proposal to install a new supply main to Mt. Barker. A service corridor will be required for this main.</p> <p>It is noted that <i>"staging is most likely to be directed by the provision of deep sewer services."</i> As a result, development will occur from the designated sewer catchments in the report. Noted in ES report Figure 3 Wastewater Reticulation Services. It would be helpful if staging of land areas could be more specific so the Corporation can program its works. However, in concept, a pump station and pressure main will need to be built before land can be developed.</p>	
4	Western Power GPO Box L921 PERTH WA 6842	No objection.	Noted.
5	Department of Water PO Box 525 ALBANY WA 6331	The Department approved the local water management strategy for the site in January 2013. As the site is developed, urban water management plans will be required to be prepared. These documents will need to be prepared in accordance with the approved local water management strategy.	An urban water management plan, or plans, prepared in accordance with the approved local water management strategy will be required at the time of subdivision.
6	Department of Environment and Conservation 120 South Coast Highway CENTENNIAL PARK WA 6330	DEC has no objections to the current ODP but will retain an interest in the formerly proposed planted vegetation buffer when a new ODP is proposed for Lot 123 Link Road and/or Lot 124 Gladville Road.	Noted.
7	Department of Education 151 Royal Street EAST PERTH WA 6004	<p>The Department of Education has reviewed the document and wishes to make the following comments:</p> <ul style="list-style-type: none"> <li>The Department has been advised that this development would have approximately 700 residential lots and notes that full development may only be achieved in the</li> </ul>	<p>Submission upheld.</p> <p>The proponent has discussed these requirements with the Department of Education and has identified a suitable primary school site</p>

REPORT ITEM PD007 REFERS

		<p>longer term.</p> <ul style="list-style-type: none"> <li>• These lots and any further future development to the west are expected to contain its own primary school as identified in point 3.6 <i>Social and Community Services</i> of the Outline Development Plan.</li> <li>• As the need for a primary school has been recognised, the Department considers that it is necessary to identify a potential site at a higher level than the Conceptual District Structure Plan. By identifying a more detailed location, the Department and landowners will gain certainty of having a site that will provide facilities for the McKail North residential development.</li> <li>• The detailed site location will need to have a due diligence site inspection carried out by the Department's consultants GHD to ensure that the proposed site is suitable for a primary school.</li> </ul> <p>To enable the Department to support the <i>McKail North Outline Development Plan</i> it will require more certainty regarding the location of the primary school, as outlined above.</p>	<p>toward the north-eastern corner of Lot 507, which is co-located with a football oval. If necessary, it may be possible to extend the primary school site over part of Lot 37 Morgan Road.</p> <p>It is recommended that this modification is incorporated into the final Outline Development Plan.</p>
8	<p>Department of Fire and Emergency Services 5 Hercules Cresecent CENTENNIAL PARK WA 6330</p>	<p>DFES expects the methodology included in the 'Planning for Bush Fire Protection' document is applied to any development.</p>	<p>Noted.</p> <p>There is no significant risk of bushfire in the draft Outline Development Plan area. However, the appropriate setbacks from vegetation will be assessed at the time of subdivision and development.</p>
9	<p>Department of Regional Development and Lands PO Box 1143 WEST PERTH WA 6872</p>	<p>No comments.</p>	<p>Noted.</p>
10	<p>Albany Harness Racing Club PO Box 665 ALBANY WA 6331</p>	<p>We believe a buffer zone should be implemented east of Timewell Road and south of Lancaster Road on the corner. This is consistent with the City's planning, as a buffer zone has been placed on the east end of the present stables and south of the Harness Club and track.</p>	<p>Submission upheld.</p> <p>This matter has been considered by the proponent and the noise buffer around the trotting track can be delineated on plan. It has also been found that the residential lots that will be created closest to the trotting track will only have to be constructed to level 'Q3' of the Quiet House Design</p>

REPORT ITEM PD007 REFERS

			<p>Guidelines.</p> <p>It is recommended that these modifications are incorporated onto the final Outline Development Plan.</p>
11	Public submission	<p>My concern is that we are down-gradient of the development and that all runoff will discharge into our property, eventually reporting to the lake in the southern part of our block (approximately 14ha).</p> <p>I would therefore like to be reassured that provisions have been made to (a) arrest the rate of flow and thus minimise downstream erosion and (b) capture the runoff of nutrients, bearing in mind the tendency to use excessive quantities of garden fertiliser in residential areas.</p>	<p>Noted.</p> <p>A local water management strategy has been developed for the subject land and approved by the Department of Water. It will be supplemented by urban water management plans to detail the management of stormwater on-site.</p> <p>The drainage infrastructure will be designed to attenuate runoff to pre-development rates. The stormwater drainage design will minimise downstream erosion and capture the runoff of nutrients.</p>
12	Public submission	<p>As adjoining owners we totally support and endorse this proposal.</p>	<p>Noted.</p>
13	Public submission	<p>I purchased my lot in late 1986 and moved here in April 1987.</p> <p>Owing to the fact that I came off a farm, where I'd lived all my life until that point, I wanted space and to be able to have my miniature horses, birds, etc. and to enjoy the wild bird life and animals. I have also planted a number of trees and shrubs to encourage the bird life.</p> <p>A great number of kangaroos, both at the front and rear of our properties will sadly be affected if the plans go ahead, so this should be considered.</p> <p>I am totally opposed to having my small holding developed. I don't mind the plans for the north and south of Lancaster Road, provided that the water runoff does not affect my property.</p>	<p>Noted.</p> <p>The proposed draft Outline Development Plan will provide property owners with the opportunity to subdivide and develop their land, should they wish to do so. However, there is no obligation to do so, leaving those landowners free to enjoy their property as they do at present.</p> <p>As outlined above, drainage infrastructure will be designed to attenuate runoff to pre-development rates. The stormwater drainage design will minimise downstream erosion and capture the runoff of nutrients.</p>
14	Public Submission	<p>In 1986 we purchased our lot on Lancaster Road, McKail because it was rural and had some natural bush.</p>	<p>Noted.</p> <p>As outlined above, the</p>

REPORT ITEM PD007 REFERS

		<p>We have made this property our life and intend to live out our lives here.</p> <p>The plan shows that our land and several other properties are not required for the proposed changes because they all face Lancaster Road. As our home is located on more than one of the proposed subdivisional lots, its demolition would be required in order for our lot to be subdivided.</p> <p>Lots 1-13 Lancaster Road are 4000m<sup>2</sup> in area and leaving them as they are would have no impact on the proposed development.</p> <p>The majority of local residents are retired and have no desire to be relocated.</p> <p>When considering the proposal, the City must have consideration for the local bushland providing a habitat for white and red-tailed cockatoos. We and our neighbours have retained our bush partly for this reason; there is also an abundance of rosella redcap parrots and blue wrens around these blocks. Should the proposal proceed, the environmental authorities must be advised in order to arrange protection for these species.</p> <p>It is quite simple for the City to exclude the Lancaster Road properties from the proposed development but allow it to proceed from our rear boundaries, extending into the cleared farm land, thereby preserving the current environment for both wildlife and the local residents.</p> <p>We object to the proposed subdivision.</p>	<p>proposed draft Outline Development Plan will provide property owners with the opportunity to subdivide and develop their land, should they wish to do so. However, there is no obligation to do so, leaving those landowners free to enjoy their property as they do at present.</p> <p>The draft Outline Development Plan has been referred to the Department of Environment and Conservation (now the Department of Parks and Wildlife), who have no objection to the proposal.</p> <p>The draft Outline Development Plan area primarily applies to cleared farm land, which will lead to very little loss of habitat.</p>
15	Public submission	<p>We bought our property in 1986 to retire on, which we are doing quite happily.</p> <p>As far as the rest of the development plan is concerned, we have no problem with it. We enjoy living here and we have no desire to sell or leave here until we wish to.</p>	<p>Noted.</p> <p>As outlined above, the proposed draft Outline Development Plan will provide property owners with the opportunity to subdivide and develop their land, should they wish to do so. However, there is no obligation to do so, leaving those landowners free to enjoy their property as they do at present.</p>
16	Public submission	<p>We are writing this letter in disgust, as the McKail North Outline Development Plan gives no regard to residents already living on Lancaster Road and their current lifestyle.</p> <p>The reason we bought here was for the rural lifestyle. The Outline Development Plan makes</p>	<p>Noted.</p> <p>As outlined above, the proposed draft Outline Development Plan will provide property owners with the opportunity to</p>

REPORT ITEM PD007 REFERS

		<p>no consideration to maintaining some of that current lifestyle, instead choosing to make it as boxed in with houses as possible. These smaller blocks will have a huge impact on the privacy and quietness of the location. What about the current animals we have on our property. Is this going to be limited? Will we have to give up this rural lifestyle?</p> <p>By having a road that runs along our boundary we would feel we would be completely boxed in.</p> <p>Some questions we have:</p> <p>Will our zoning be changed?          Will our rates go up?          Will our water rates go up?          Will we be forced to pay for deep sewage, even though we all have septic?          Is there a plan for a barrier fence to be constructed along the northern boundary of our properties, at no cost to us?          Is there a plan to upgrade the width of Lancaster road to accommodate the increase in traffic?</p>	<p>subdivide and develop their land, should they wish to do so. However, there is no obligation to do so, leaving those landowners free to enjoy their property as they do at present.</p> <p>However, it is acknowledged that should the proposed developments proceed, it will fundamentally alter the character of the area.</p> <p>Any existing legal uses on the affected land, such as the keeping of stock, will be permitted to continue as a non-conforming use right, until such time as the land is subdivided and developed.</p> <p>In answer to the questions posed:</p> <p><i>Will our zoning be changed?</i></p> <p>The zoning was changed in 2010 as part Town Planning Scheme Amendment No. 277.</p> <p><i>Will our rates go up?</i></p> <p>Excepting annual increases, rates should only increase if the Gross Rental Value (GRV) increases. This may happen if the land is subdivided and developed in accordance with the Outline Development Plan.</p> <p><i>Will our water rates go up?</i></p> <p>The water rates should not increase as a result of this plan.</p> <p><i>Will we be forced to pay for deep sewage, even though we all have septic?</i></p> <p>Once the area is developed or if sewer infrastructure passes the</p>
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REPORT ITEM PD007 REFERS

			<p>property (even if it services another development), the Water Corporation may require its connection to the reticulated sewer network. However, wider contributions to the cost of sewerage infrastructure will only be required if the land is subdivided or developed.</p> <p><i>Is there a plan for a barrier fence to be constructed along the northern boundary of our properties, at no cost to us?</i></p> <p>Fencing is ordinarily a civil matter for neighbours to resolve between themselves. However, most developers construct fences as part of their development.</p> <p><i>Is there a plan to upgrade the width of Lancaster road to accommodate the increase in traffic?</i></p> <p>It is the City of Albany's intention to widen Lancaster Road in the long term.</p>
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# OUTLINE DEVELOPMENT PLAN

## East Gledhow Small Landholding Area

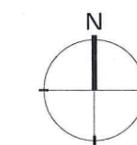


Subdivision, Rezoning, Structure Planning, Development Planning, Design, Advocacy

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24 October 2012

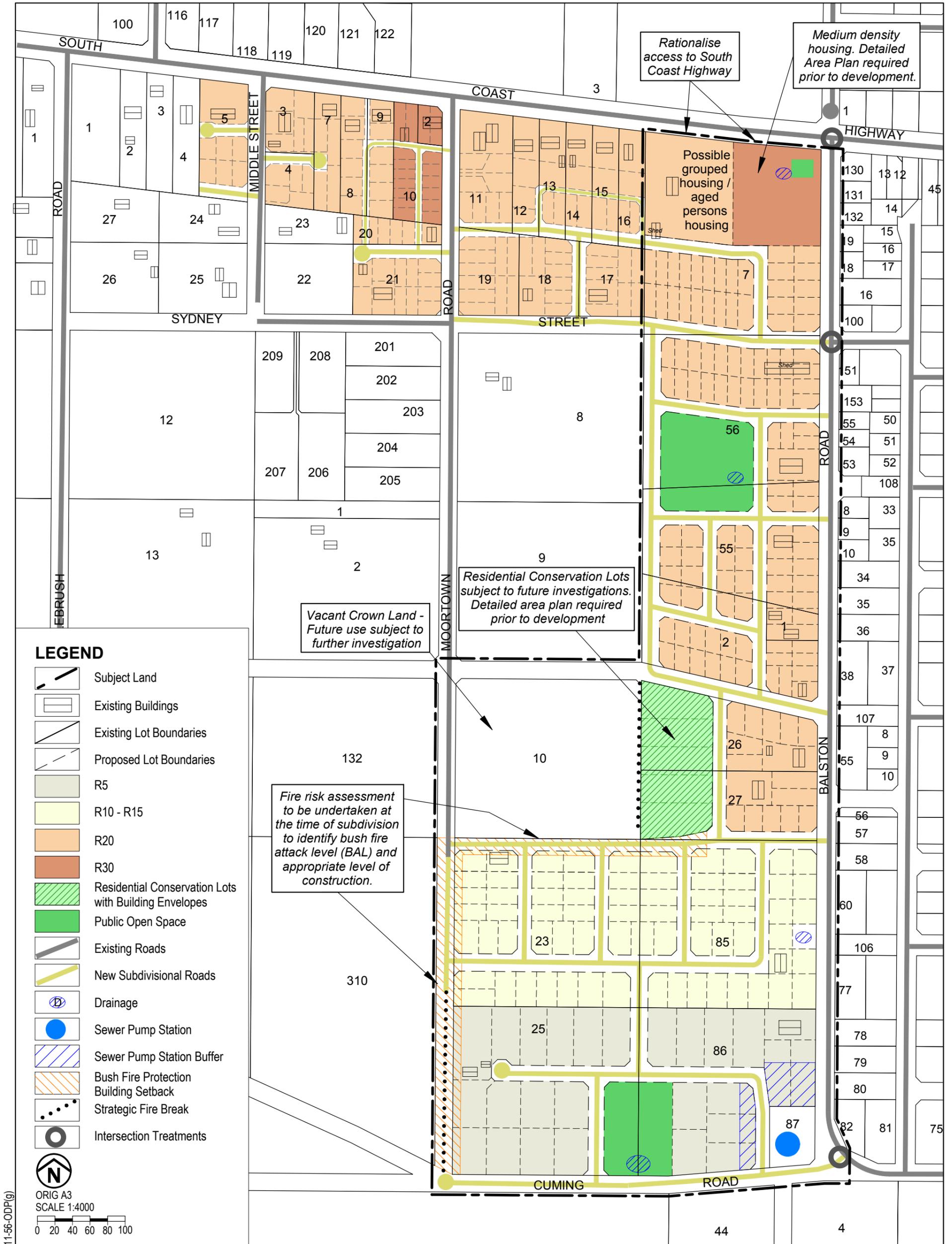


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**Figure 4**

- Notes:
- This document may only be used for the purpose for which it was commissioned and in accordance with the Terms of Engagement.
  - The dimensions, areas and number of lots are subject to survey and also the requirements of all authorities.

06475-SP-F4-121024-A



No.	Name/Address of submitter	Summary of submission	Officer comment
1	Department of Planning PO Box 1108 ALBANY WA 6331	<p>The Department of Planning (DoP) includes the following comments for your consideration:</p> <p><u>Additional Documentation</u></p> <p>The entire ODP report is to adhere to the WAPC's <i>Structure Plan Preparation Guidelines</i> (2012) with the inclusion of:</p> <ul style="list-style-type: none"> <li>• A movement network plan (including proposed pedestrian and dual use path locations and current public transport stops).</li> <li>• A local traffic and transport management strategy.</li> <li>• A Public Open Space (POS) contributions table in accordance with Table 11 of Liveable Neighbourhoods.</li> <li>• An infrastructure and servicing strategy including a subdivision staging plan to follow service connections.</li> <li>• A developer contribution plan in accordance with SPP 3.6: Developer Contribution for Infrastructure for road, intersection, drainage upgrades.</li> <li>• Subdivision and development requirements (currently no provisions within small landholdings section).</li> </ul> <p><u>Suggested subdivision and development provisions</u></p> <p>Lots which do not have access to reticulated water and sewer may be considered for subdivision where only the curtilage of an existing dwelling is subdivided from the balance of the lot. Proposed subdivision must not compromise the road and lot layout of the Outline Development Plan (ODP) and the existing dwelling must have access to sufficient potable water. A restrictive covenant will be required to be placed on the title of the balance lot prohibiting construction or placement of a single house until it can be fully serviced. Both lots will require a restrictive covenant prohibiting any further subdivision until access to reticulated water and sewer is available.</p> <p>The buffer around the sewer pump station shall be revegetated to the specifications of the City of Albany.</p> <p>An Urban Water Management Plan shall be prepared prior to subdivision.</p>	<p>Submission upheld in part.</p> <p><u>Additional Documentation</u></p> <p>Following further discussion with staff at the Department of Planning, it has been agreed that the documents do not have to be revised to adhere to the WAPC's <i>Structure Plan Preparation Guidelines</i> (2012), as they were originally prepared prior to publication of this document.</p> <p><u>Suggested subdivision and development provisions</u></p> <p>Staff support the inclusion of the proposed subdivision and development provisions.</p> <p>It is recommended that these are added to the plans as a notation.</p> <p><u>Roads</u></p> <p>It is the intent of the draft ODP that no new vehicular access will be provided directly onto South Coast Highway, but will instead be provided to new subdivisional roads and the existing local road network.</p> <p>There is also scope to provide existing lots with new vehicular access to internal roads through the subdivision process, which will allow Main Roads WA to close existing accesses directly onto South Coast Highway.</p> <p>The proposed realignment of Balston Road to the west and appropriate truncation of Lot 7 South Coast Highway is supported.</p>

		<p>10% Cash-in-lieu or POS contribution shall be paid or ceded at the time of subdivision of each parent lot within the ODP area.</p> <p>No clearing of vegetation along the Balston Road boundary. This vegetation and the vegetation within the road reserve of Balston Road shall be indicated for retention as a vegetation corridor.</p> <p><u>Roads</u></p> <p>No further access allowed to South Coast Highway or Balston Road other than from existing dwellings. At the time of subdivision, existing access to South Coast Highway and Balston Road shall be relinquished. Internal subdivisional roads shall be located appropriately to enable all new lots to gain access from internal roads.</p> <p>Balston Road shall be realigned further west at the intersection of South Coast Highway. This will eliminate the need for compulsory acquisition of land on the east side of Balston Road for road widening.</p> <p>Results of the Albany Traffic Model indicated Balston Road as a two-lane distributor road. Thus, road upgrades will have to be designed to this standard.</p> <p>There are too many entries onto Balston Road from internal subdivisional roads, which may inhibit its function as a distributor road. Consider consolidating entries. Also, entry onto Balston Road from the third street down from South Coast Highway is compromised due to poor sightlines.</p> <p>Further investigation is required to determine whether the junction at Sydney Street, Portland Street and Balston Road will require realignment to mitigate traffic issues as identified in Appendix B: Transport Statement.</p> <p>Potential for Balston Road to be extended south, past Cuming Road, along the unconstructed road reserve over Kitson Street and joining Lower Denmark Road to the west of the current Roundhay Road junction.</p> <p>The temporary laneway indicated between Lot 8 and 9 South Coast Highway requires further evidence to support.</p> <p>Moortown Road shall be indicated as requiring upgrading along the current constructed section and fully constructed alongside Lot 23 and Lot 25 to the junction of Cuming Road.</p>	<p>It is recommended that the draft ODP for the Southern Catchment Area is modified to show the realignment of Balston Road to the west.</p> <p>It is acknowledged that Balston Road is identified in the Albany Traffic Model as a local distributor road. However, its construction is currently below the required standard.</p> <p>It is recommended that the draft ODP for the Southern Catchment Area is modified to clearly identify the need for this road to be upgraded to a full urban standard.</p> <p>It is currently unknown if the intersection of Sydney Street, Portland Street and Balston Road will require realignment to mitigate traffic issues as identified in Appendix B: Transport Statement.</p> <p>However, the plan only identifies the need for 'intersection treatments', which could be staggered intersections, four-way intersections or roundabouts, as necessary.</p> <p>Although there is an unconstructed road reserve running south from the intersection of Balston and Cuming Roads, the extension of Balston Road along this alignment is not currently supported by Staff. It has little bearing on the development of the subject land and would be both difficult and costly due to the topography and ground conditions in this area.</p> <p>The proposed temporary laneway is intended to provide access to the rear</p>
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		<p><u>ODP Plan</u></p> <p>As the report has been devised in two parts, it includes two ODPs, which makes the report confusing. It is suggested that only one ODP be included in the report which covers the entire area and that the report text and plan indicate the Small Landholdings Area of the report as Part A and the Southern Catchment Area as Part B.</p> <p>Change the current Mixed Use R30 (Activity Node) over Lot 7, corner of Balston Road and South Coast Highway, to Local Centre.</p> <p>Remove the R30 area along Moortown Road.</p> <p>Include higher density areas adjoining the Local Centre.</p> <p>Close the Middle Road access to South Coast Highway.</p> <p>Update the internal subdivisional roads and redesign the lot configuration to enable lots adjoining South Coast Highway and Balston Road to so that they may gain future access via internal roads.</p> <p>Indicate where existing dwellings can be subdivided from balance lots prior to full servicing becoming available.</p> <p>Include notations on the ODP that:</p> <ul style="list-style-type: none"> <li>• Access restrictions apply for subdivision alongside South Coast Highway and Balston Road;</li> <li>• Lot 19 Moortown Road and Lots 26 and 27 Balston Road will require vegetation assessment and bushfire management assessment for BAL setback prior to subdivision (remove the indicative lot pattern and any roads over these lots – DAPs are not necessary); and</li> <li>• Detailed Area Plans (DAPs) are to be prepared for all R30 and Local Centre locations (the document text shall include the issues and principles that are to be addressed by the DAPs).</li> </ul> <p><u>Other Plans</u></p> <p>Remove the East Gledhow Concept Structure Plan.</p> <p>All supporting plans within the document shall be modified to reflect the final ODP layout.</p> <p><u>OPUS Local Water Management Strategy</u></p>	<p>part of a lot that has no other means of access, unless the owner of either Lot 10 or Lot 20 Moortown Road subdivides their property and constructs the necessary subdivisional road. It may be appropriate to make this laneway permanent, subject to Main Roads WA's approval, to minimise direct lot access to South Coast Highway.</p> <p>It is recommended that the key on the Small Landholdings Area plan is modified to state <i>"Temporary Laneway Access (to be made permanent, subject to Main Roads WA approval)."</i></p> <p>Staff support the upgrading of Moortown Road along the current constructed section and its full construction alongside Lot 23 and Lot 25 to the intersection of Cuming Road.</p> <p>It is recommended that the draft ODP for the Small Landholdings Area is modified to indicate the upgrading of Moortown Road along the current constructed section and that the draft ODP for the Southern Catchment Area is modified to indicate the upgrading of Moortown Road along the current constructed section and its full construction alongside Lot 23 and Lot 25 to the intersection of Cuming Road.</p> <p><u>ODP Plan</u></p> <p>Following further discussions with the Department of Planning, it has been agreed that the two draft planning reports and individual draft ODPs for each precinct can</p>
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		<p>Remove all reference to Lot 10 Moortown Road (UCL Lots) as a POS location.</p> <p>Indicate what level of stormwater control structures are required at subdivision to mitigate drainage onto South Coast Highway.</p> <p>Remove references to septic tanks on lots greater than 2000m<sup>2</sup>.</p> <p>Appendix A – Update or remove the old version of the Concept Plan.</p>	<p>remain, but that they should focus solely on their respective precincts and be more appropriately titled to reflect this. A common plan showing the extent of each precinct and its location in context should be provided as an appendix to each of the planning reports.</p> <p>It is recommended that the two draft planning reports are renamed as follows:</p> <p><i>East Gledhow Outline Development Plan Western Precinct (Small Landholdings Area); and</i></p> <p><i>East Gledhow Outline Development Plan Eastern Precinct (Southern Catchment Area).</i></p> <p>It is also recommended that the draft ODPs contained therein are modified to focus on their respective precincts only and that a separate, common plan showing the extent of each precinct and its location in context is included in each planning report as an appendix.</p> <p>Staff are supportive of the change from <i>'Possible activity node'</i> to <i>'Possible Local Centre, subject to review of the Activity Centres Planning Strategy'</i>.</p> <p>It is recommended that the notation on the draft ODP for the Southern Catchment Area, that refers to Lot 7 on the corner of South Coast Highway and Balston Road, is modified to remove reference to a <i>'Possible activity node'</i> and replaced with a reference to a <i>'Possible Local Centre, subject to review of the Activity Centres</i></p>
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			<p><i>Planning Strategy'</i></p> <p>Staff are not supportive of the deletion of the R30 area on the corner of South Coast Highway and Moortown Road, as this provides for a variety of housing types.</p> <p>The inclusion of additional higher density housing adjacent to the local centre is not currently supported by Staff. Although it is important to provide for a variety of housing types, there is a potential aged persons'/grouped dwelling site allocated adjacent to the local centre site and an R30 development site identified approximately 350m to the west.</p> <p>Staff are not supportive of the closure of the intersection of Middle Street and South Coast Highway. This intersection has not been raised as an issue by Main Roads WA and its closure would lead to reduced permeability within the development area.</p> <p>As outlined above, the internal subdivisional roads can provide access to all lots, including those fronting South Coast Highway, via battleaxe legs/shared driveways. It is considered impractical to restrict access to Balston Road, as per the Department of Planning's recommendation, as the road currently functions as a local distributor road and will most likely remain as such. While modification of the internal road layout is considered unnecessary for this reason, it is acknowledged that the implementation of shared crossovers would reduce the number of access</p>
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			<p>points to Balston Road. This is discussed in more detail below.</p> <p>Staff do not consider it necessary to indicate where existing dwellings can be subdivided from balance lots prior to full servicing becoming available. Subdivision and development provisions will be put in place to govern the subdivision of existing dwellings from balance lots.</p> <p>Staff are broadly supportive of the inclusion of the additional notations on plan recommended by the Department of Planning, although the restriction of access to Balston Road is considered unnecessary.</p> <p>While Staff are supportive of the removal of indicative lot layouts from Lot 19 Moortown Road and the western parts of Lots 26 and 27 Balston Road, as indicated on the draft ODP for the Southern Catchment Area, the application of Local Development Plans (LDPs) is still considered appropriate.</p> <p>It is recommended that the lot layout over Lot 19 Moortown Road is removed from the draft ODP for the Small Landholdings Area.</p> <p>It is recommended that the lot layout over the western parts of Lots 26 and 27 is removed from the draft ODP for the Southern Catchments Area.</p> <p>It is recommended that the following notation is added to both draft ODPs:</p> <ul style="list-style-type: none"> <li>• <i>“New vehicular access</i></li> </ul>
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			<p><i>to South Coast Highway will not be permitted. Access shall be from the local road network."</i></p> <p>It is recommended that the following notation is added to the draft ODP for the Small Landholdings Area:</p> <ul style="list-style-type: none"> <li>• <i>"Prior to development of Lot 19 Moortown Road, vegetation assessment in the form of a spring flora study and bushfire management assessment for BAL setback shall be undertaken and a Local Development Plan prepared for this area."</i></li> <li>• <i>"Prior to the development of any R30 areas, a Local Development Plans shall be prepared."</i></li> </ul> <p>It is recommended that the following notation is added to the draft ODP for the Southern Catchment Area:</p> <ul style="list-style-type: none"> <li>• <i>"Prior to development of the western parts of Lots 26 and 27 Balston Road, vegetation assessment in the form of a spring flora study and bushfire management assessment for BAL setback shall be undertaken and a Local Development Plan prepared for this area."</i></li> <li>• <i>"Prior to the development of any R30 or Local Centre areas, a Local Development Plans shall be prepared."</i></li> </ul> <p><u>Other Plans</u></p> <p>Staff broadly support the Department of Planning's</p>
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			<p>position on these matters.</p> <p>It is recommended that:</p> <ul style="list-style-type: none"> <li>• The East Gledhow Concept Structure Plan is deleted from all documentation; and</li> <li>• A disclaimer is added to the supporting documentation, noting that plans are may not reflect the final layout.</li> </ul> <p><u>OPUS Local Water Management Strategy</u></p> <p>The removal all reference to Lot 10 Moortown Road (UCL Lots) as a public open space (POS) location is supported by Staff.</p> <p>The Local Water Management Strategy has been approved by the Department of Water. Therefore, it is considered unnecessary at this stage to identify the level of stormwater control structures that will be required at subdivision to mitigate drainage onto South Coast Highway. This can be identified through a subsequent Urban Water Management Plan (UWMP).</p> <p>The removal of references to septic tanks on lots greater than 2000m<sup>2</sup> is supported, as it has been confirmed that any new development will be fully serviced.</p> <p>The deletion of Appendix A – East Gledhow Outline Concept Structure Plan is supported.</p> <p>It is recommended that:</p> <ul style="list-style-type: none"> <li>• All reference to Lot 10 (No. 10) Moortown Road (Vacant Crown Land) as a public open space (POS) location is</li> </ul>
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			<p>deleted from the LWMS;</p> <ul style="list-style-type: none"> <li>All references to septic tanks on lots greater than 2000m<sup>2</sup> are deleted from the LWMS; and</li> <li>Appendix A – East Gledhow Outline Concept Structure Plan is deleted from the LWMS.</li> </ul>
2	Telstra Locked Bag 2525 PERTH WA 6330	No objection.	Noted.
3	Western Power GPO Box L921 PERTH WA 6842	No objection.	Noted.
4	Department of Water PO Box 525 ALBANY WA 6331	<p>The site is not constrained from a perspective of water management. The Local Water Management Strategy (LWMS) document follows the department's best practice management principles and is therefore supported by the Department.</p> <p>Given the large number of land owners involved in the ODP area and that it is likely that subdivision will be stages over an extended timeframe, the Urban Water Management Plan (UWMP) needs to be prepared prior to the first subdivision. As such, the Department recommends that the UWMP be developed prior to the finalisation of the ODP.</p>	An urban water management plan, or plans, prepared in accordance with the approved local water management strategy will be required at the time of subdivision.
5	Department of Environment and Conservation 120 South Coast Highway CENTENNIAL PARK WA 6330	<p>Thank you for the opportunity for the Department of Environment and Conservation (DEC) to comment on the compendium of documents and attachments which comprise the East Gledhow draft Outline Development Plan (ODP).</p> <p>Our response and advice is presented as follows:</p> <ol style="list-style-type: none"> <li>Background information in particular focusing on the continuing lack of previously required information on flora and fauna values and on inconsistencies between the various documents provided.</li> <li>Comments on <i>Outline Development Plan East Gledhow Small Landholdings Area</i> (Dykstra).</li> <li>Comments on <i>East Gledhow Outline Development Plan - Southern Catchment (Ayton Baesjou)</i></li> </ol>	<p>The submission is upheld in part.</p> <p><b>Outline Development Plan East Gledhow Small Landholdings Area (Dykstra)</b></p> <p>As outlined above, Lot 19 Moortown Road and the western parts of Lots 26 and 27 Balston Road will require vegetation assessment and bushfire management assessment for BAL setback prior to subdivision. Staff support the removal of indicative lot layouts over these areas and the inclusion of</p>

	<p>3A. Comments on <i>Appendix A Local Water Management Strategy (Opus)</i></p> <p>3B. Comments on <i>Appendix B Transport Statement (Opus)</i></p> <p><b>1. Background</b></p> <p>In its letter of 6 April 2010, the Environmental Protection Authority (EPA) advised the City of Albany that the following environmental issues were not yet assessed for Scheme Amendment No 296:</p> <ul style="list-style-type: none"> <li>• Native terrestrial vegetation, Declared Rare and Priority Flora</li> <li>• Native terrestrial fauna, including listed threatened species</li> </ul> <p>The EPA further advised that its previous request (June 2008) for investigations and spring surveys as well as provision of information relating to management of conservation values identified during such surveys, had not been provided in the 2010 Scheme Amendment documentation. Hence, sufficient information was still not available regarding the nature of impacts upon the environment arising from Amendment 296. Accordingly, the EPA again recommended (April 2010) that further survey work to be undertaken in liaison with DEC.</p> <p>The next month, in May 2010, the City advertised proposed Scheme Amendment 296 publicly and referred a copy to the Albany Office of the Department of Environment and Conservation (DEC). Following field inspection and additional desk top investigation, DEC provided detailed formal advice to the City which included advice that there are a number of Quenda records from 2005 which are distributed in and around Gledhow Nature Reserve and the vicinity to the south as well as elsewhere in the broader Scheme Amendment 296 areas to the west. One record in the Sydney Street area is adjacent to the subject land. Western Ringtail Possum are known from the general Gledhow area both east and west of the subject land.</p> <p>In particular it was recommended that a targeted flora and fauna survey be undertaken for Lot 10 Moortown Road and that this survey should include nearby areas of native vegetation in the context of its strategic location as a fauna linkage in close proximity to an area vested in the Conservation Commission (Reserve 23088, <i>Conservation Park</i>, which is located diagonally across Moortown Road) and another area of UCL (Lot 9 Moortown Road)</p>	<p>a notation on the draft ODP for the Southern Catchment Area, requiring vegetation assessment and bushfire management assessment for BAL setback prior to subdivision and the preparation of Local Development Plans (LDPs) to guide their subdivision and development.</p> <p><b>East Gledhow Outline Development Plan - Southern Catchment (Ayton Baesjou)</b></p> <p>It is acknowledged that the reference to "<i>two vegetated lots which are reserved Parks and Recreation</i>" on page 7 of the planning report is not ideal.</p> <p>It is recommended that that the reference to "<i>two vegetated lots which are reserved Parks and Recreation</i>" on page 7 of the planning report is modified to read as "<i>two vegetated lots which are reserved Parks and Recreation and are vested in the Conservation Commission for nature conservation.</i>"</p> <p>As outlined above, Lot 10 (No. 10) Moortown Road should also be identified as requiring vegetation assessment and bushfire management assessment for BAL setback and the preparation of a Local Development Plan (LDP) prior to subdivision. It should also be noted in this instance that the vegetation assessment should take the form of a spring flora study and that a targeted fauna study should also be undertaken.</p> <p>It is recommended that the notation pertaining to Lot</p>
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	<p>which is also just outside the scheme area but immediately adjacent to Lot 10. This survey work was recommended to be undertaken in consultation with DEC Albany in order to maximise access to local knowledge. It was also recommended to include spotlighting for occurrence of Western Ringtail possums and other nocturnal species. The results of this survey should then help determine future subdivision planning and design in this part of the scheme amendment.</p> <p>According to the City of Albany Ordinary Council Meeting Minutes of 17 August 2010, it was resolved:</p> <p><i>2) THAT Council advise the proponent that a spring flora and fauna survey should be undertaken in consultation with the Department of Environment and Conservation, and in accordance with their advice, in order to inform the development of any subsequent Local Structure Plan</i></p> <p>As no such survey appears to have been undertaken and none is referred to in any of the documentation provided with the current (April 2013) East Gledhow Draft Outline Development Plan, on receipt of the current documentation DEC requested a copy of the 'missing' spring flora and fauna survey from the City. As of the date of this letter no response has been received from which it is assumed that no such survey recommended by the EPA, by DEC and by the City of Albany has occurred. The sections within the April 2012 Opus Local Water Management Strategy on the 'Southern Catchment' of the ODP area which are listed as addressing 'Flora and Fauna' are simply a representation of existing broad scale information on vegetation (as opposed to flora) and there is no inclusion at all regarding fauna issues or evidence of targeted field survey of either flora or fauna.</p> <p><b>In the continued absence of the flora and fauna surveys and their fundamental bearing on consideration of a number of vegetated areas within the ODP area, DEC does not support the current documentation and recommends that it be deferred pending consideration by DEC of the required information and further advice.</b></p> <p>If this recommendation is not accepted by the City of Albany, then the comments following in this letter should be considered.</p> <p>Furthermore, as a general comment, there are several significant discrepancies noted between</p>	<p>10 (No. 10) Moortown Road is modified to read as follows:</p> <p><i>“Vacant Crown Land – Future use is subject to further investigation in the form of a spring flora study, a targeted fauna study, bushfire management assessment for BAL setback, and will require the preparation of a Local Development Plan.”</i></p> <p><b>Appendix A Local Water Management Strategy (Opus)</b></p> <p>It is acknowledged that there is an error on page 4, in the aerial inset of Figure 1, which indicates that Lot 9 Moortown Road is included in the ODP area. This is incorrect and Lot 9 Moortown Road is <b>not</b> included in the draft ODP.</p> <p>It is recommended that the aerial inset on Figure 1 of the LWMS is modified to remove Lot 9 Moortown Road.</p> <p>As outlined above, Section 2.2 d) on page 4 is inconsistent with the planning report, as it states that Lot 10 (No. 10) Moortown Road is proposed as Public Open Space and drainage. This change will be effected in all documentation.</p> <p>It is acknowledged that Section 4.2.1 is inaccurately titled.</p> <p>It is recommended that the title of Section 4.2.1 of the LWMS is modified from <i>“Flora and Fauna”</i> to simply <i>“Flora.”</i></p> <p>It is acknowledged that Section 6.3 is also inaccurately titled.</p>
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	<p>the two ODP reports and/or the appendices which appear to have been overlooked and which therefore need to be clarified. There are also discrepancies with the City of Albany letter of 3rd April 2013 which, for example, omits Lot 10 Moortown Road from the list of properties being addressed.</p> <p><b>2. Outline Development Plan East Gledhow Small Landholdings Area (Dykstra)</b></p> <p>The text refers to its preparation being on behalf of three individual landowners within the area, however only one such 'interested party' lot is identified. The location of the other lots should also be made available. An amended table in Section 2.2 showing all lot ownership (similar to Table 1 of the Southern Catchment portion of the Outline Development Plan (ODP) area should also be added.</p> <p>Lot 19 Sydney Street:</p> <p>This lot contains potentially significant native vegetation largely in <i>Excellent Condition</i>. However, it is slightly isolated from other areas of residual native vegetation, the closest being Lot 22 Sydney Street about 120m to the west and UCL Lot 9 Moortown Road about 200m to the south. The future development of Lot 19 should take into consideration its stepping stone value in relation to these other two areas even though they are outside (but nevertheless adjoining) the Gledhow Small Holding and the Southern Catchment sections of the overall Outline Development Plan (ODP) area respectively.</p> <p>It is noted that in Section 5.3 there is reference in the text to this lot being designated as "...a larger Residential Conservation lot precinct capturing the existing vegetated land at the corner of Moortown and Sydney Street." However, there is no further explanation as to how this goal may realistically be achieved unless only one lot is retained, or at the most two lots are created, over this area. The lot should therefore have an appropriately lower R5 rating and have defined development exclusion zone(s) prior to subdivision in order to minimize impacts upon the residual native vegetation. If R5 is not legally possible, then R10 <u>together with the clustering of building envelopes</u> may at least go some way to retaining the current conservation values and providing for a different market segment seeking such a 'semi-bushland' opportunity. The current Concept Structure Plan (Figure 3) and ODP (Figure 4) show this lot within the proposed R20 area and subdivided into 10 sub-lots i.e. an average size of ~660m<sup>2</sup>.</p>	<p>It is recommended that the title of Section 6.3 of the LWMS is modified from "Protect Ecology" to "Treatment of Stormwater."</p> <p>It is acknowledged that there is no reference to the potential role of the DEC in 'non-conformance' or 'incidents'.</p> <p>It is recommended that Sections 8.1 to 8.3 of the LWMS are modified refer to the Department of Parks and Wildlife or Department of Environmental Regulation's (both formerly branches of DEC) potential role in dealing with 'non-conformance' or 'incidents', as is appropriate.</p> <p>As outlined above, Appendix A Figure 3 contains the East Gledhow Concept Structure Plan. This will be deleted from the all documentation.</p> <p><b>Appendix B Transport Statement (Opus)</b></p> <p>It is acknowledged that the construction of a new east-west subdivisional road to the south of Lot 10 (No. 10) Moortown Road, intersecting with Moortown Road itself, could impact upon the remnant native vegetation on the lot.</p> <p>It is recommended that a notation is added to the draft ODP for the Southern Catchment Area, identifying the section of subdivisional road south of Lot 10 (No. 10) Moortown Road as follows:</p> <p><i>"Development of this section of road is subject to further investigation on Lot 10 (No. 10) Moortown Road in the form of a spring flora study, a</i></p>
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	<p>If the proponents are serious about 'larger Residential Conservation lots' for this area, then these two figures need significant amendment to reflect much larger lot sizes and reduced R coding.</p> <p>However, it is also noted that Figures 2 (page 5) and 4 (page 10) of the Opus Appendix B Transport Statement (which applies to <u>both</u> sections of the ODP) show a designation of only four 'Residential/Conservation Lots' with indicative building envelopes which are skewed to maximize retention of native vegetation in the centre of Lot 19. Furthermore, this same figure also appears in the East Gledhow Concept Structure Plan in Appendix A of the full report on the Southern Catchment.</p> <p>DEC recommends that Figures 3 and 4 of the ODP for the East Gledhow Small Landholding Area be amended to the correct conservation lot designations as described in the paragraph above and which are consistent with the text at Section 5.3.</p> <p><b>3. East Gledhow Outline Development Plan - Southern Catchment (Aytou Baesjou)</b></p> <p>On page 7 there is reference to "two vegetated lots which are reserved Parks and Recreation." This is very misleading. These two lots are part of the Western Australia conservation estate and are vested in the Conservation Commission of Western Australia as Conservation Park and the southernmost lot directly adjoins Gledhow Nature Reserve which is also vested in the Conservation Commission.</p> <p>As pointed out in our previous advice of May 2010, the location of these reserves for conservation purposes has a bearing on the future of Lot 10 Moortown Road and possibly Lot 9 to its north (though outside the formal ODP area). In Table 3 on page 18 Lot 10 Moortown Road is shown as being subject to assessment at such time as development/conservation is considered.</p> <p>On page 20 in section 8.6 Bushfire Management it is stated that the aforementioned vegetation (on Lot 10 and Reserve 23088 – the Conservation Park/Nature Reserve complex) represent a bushfire threat to adjacent housing. From a conservation perspective the converse is true i.e. any vegetation modification required for a hazard separation zone (HSZ) which could extend into the conservation reserves is the threat. However, semantics aside, by using BAL 29 as proposed in the ODP, such impacts can be</p>	<p><i>targeted fauna study and bushfire management assessment for BAL setback."</i></p>
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		<p>avoided by additional use of the proposed building setback distances – a win/win outcome which DEC supports.</p> <p>Section 9.1 page 21. Dot point 5 regarding protecting and integrating areas of remnant (native) vegetation within the ODP is supported.</p> <p>Section 9.2 page 23 Vegetation h). This is supported by DEC including the provision for conservation lots on Lots 26 and 27 Balston Road.</p> <p><b>3A. Appendix A Local Water Management Strategy (Opus)</b></p> <p>There appears to be an error on page 4 in the aerial inset of Figure 1 which indicates that Lot 9 Moortown Road is included in the ODP area.</p> <p>It is indicated in the accompanying text (section 2.2, d), page 4) that Lot 10 Moortown Road is Unallocated Crown Land which is fully vegetated and is proposed as Public Open Space and Drainage. This is inconsistent with the footnote description in Table 3 of the parent report referred to above where it is implied that the development/conservation of this lot is yet to be assessed. Indeed as indicated by DEC in that same paragraph, this area is diagonally opposite a conservation reserve vested in the Conservation Commission of WA and hence the conservation of vegetation on Lot 9 should be a primary consideration. There is no reference to any liaison with DEC regarding this or other native vegetation within Section 2.4 on pages 5 and 6. The report writers are not therefore in a position to pre-judge the conservation values of Lot 10. This is further addressed in the next paragraph below and in our background comments at the start of this letter.</p> <p>Section 4.2.1:</p> <p>This is entitled 'Flora and Fauna'. However, it only addresses vegetation and re-presents pre-existing information. There is no reference to fauna in or around the area and no results of the recommended surveys advised by the Environmental Protection Authority, DEC or the Albany City Council.</p> <p>Section 6.3:</p> <p>This is entitled 'Protect Ecology' which is misleading as it refers to various engineering solutions for storm-water management including 'vegetated swales'. This section in general and the reference to vegetation should not be confused with native vegetation or natural</p>	
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		<p>ecology.</p> <p>Sections 8.1 to 8.3 page 26:</p> <p>There is no reference to the potential role of DEC in 'non-conformance' or 'incidents'. Pollution or other environmental emissions should be dealt with through the defined mechanisms under the Environmental Protection Act and other instruments.</p> <p>Appendix A Figure 3:</p> <p>The indication of Lot 10 Moortown Road as POS/Drainage is not supported by DEC as the conservation attributes of Lot 10 (including native fauna and native flora) have not been adequately surveyed. Only desk top listing of vegetation units has occurred.</p> <p>Also in this figure Lots 26 and 27 Balston Road are shown as R10-R15 which is inconsistent with the potential establishment of only four lots over the same area. The category 'Residential/Conservation Lots' which is used elsewhere on the same figure (e.g. Lot 19 on the corner of Sydney Street/Moortown Road would be more appropriate for the western vegetated portions of these two properties.</p> <p><b>3B. Appendix B Transport Statement (Opus)</b></p> <p>Figure 2 page 5:</p> <p>There is a new east-west road indicated between Lots 23 and 10 Moortown Road and Lots 27 and 85 Balston Road. This, or the eastern-most ~100m of this, should be moved further south so as to minimize impacts upon the disturbance of native vegetation in the vicinity of the NW corner of Reserve 23088 and the SW corner of Lot 10 Moortown Road which are diagonally co-located and otherwise providing continuity of native vegetation between Gledhow Nature Reserve/ Reserve 23088 (both vested in the Conservation Commission of WA) and uncleared UCL on Lot 10/proposed conservation lots on Lots 26 and 27.</p>	
6	<p>Department of Education 151 Royal Street EAST PERTH WA 6004</p>	<p>The Department of Education has reviewed the document and wishes to make the following comments:</p> <ul style="list-style-type: none"> <li>The anticipated student yield from the residential development identified within the outline development plan can be accommodated within the proposed McKail primary school.</li> </ul>	Noted.

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		<ul style="list-style-type: none"> <li>As the development front moves west, the Department may need to consider an additional primary school site to cater for the expanded residential growth.</li> </ul> <p>Other than the above comments, the Department has no objection to the proposed Outline Development Plan.</p>	
7	Main Roads WA PO Box 503 ALBANY WA 6330	<p>Main Roads WA has reviewed the ODP and makes the following statements:</p> <ol style="list-style-type: none"> <li>No access to the South Western Highway (South Coast Highway) shall be granted to lots bordering the South Western Highway.</li> <li>All lots shall access local government roads for vehicular traffic.</li> <li>Control of access shall be imposed on the South Western Highway from Balston Road to Bottlebrush Road.</li> <li>No stormwater from the development land shall enter the Main Roads drainage system.</li> </ol>	<p>Submission upheld.</p> <p>It is the intent of the draft ODP that no new vehicular access will be provided directly onto South Coast Highway, but will instead be provided to new subdivisional roads and the existing local road network.</p> <p>There is also scope to provide existing lots with new vehicular access to internal roads through the subdivision process, which will allow Main Roads WA to close existing accesses directly onto South Coast Highway.</p> <p>Stormwater from the development land will be attenuated and discharged at pre-development rates to the City of Albany local drainage network.</p>
8	Public submission	<p>On the surface and initial examination, it seems that other than increased traffic flow on Balston Road, my side of the road is not at all involved or affected by the changes. I have a couple of queries before preparing my feedback to Council.</p> <p>Firstly, will the Gledhow Reserve remain?</p> <p>Secondly, will my side of Balston Road be able to connect to the sewerage, which I assume will be put in place for the development?</p>	<p>Noted.</p> <p>The Gledhow Nature Reserve is Crown Land vested in the Conservation Commission and does not form part of this proposal.</p> <p>At this stage it is unclear if properties to the eastern side of Balston Road will be able to connect to sewer if it becomes available. However, if the connecting pipes with the necessary falls can be installed and the main has sufficient capacity, then it may be possible, although the provision of connections will be at the discretion of the Water</p>

REPORT ITEM PD008 REFERS

			Corporation.
9	Public submission	I am a little confused as to what is happening. The proposed East Gledhow landholding area plan shows a new road going through my block and the back half split into smaller lots. I haven't been contacted about this before and I am unsure of how this will proceed. Any more information would be greatly appreciated.	<p>Noted.</p> <p>The following response has already been provided to the landowner who lodged this submission:</p> <p><i>"The proposed East Gledhow Outline Development Plan has been prepared to guide the subdivision and development of an area of land that was rezoned to facilitate 'Residential Development' in August 2010. The City of Albany understands that a number of landowners in the proposed development area have contracted planning consultants to prepare both the rezoning proposal and the subsequent outline development plan.</i></p> <p><i>The rezoning proposal had been advertised for public comment between 6 May 2010 and 17 June 2010 by placement of a sign on site, direct referral to affected and adjoining/nearby landowners and relevant State Government agencies, and by advertisement in the Albany &amp; Great Southern Weekender. It was then endorsed by the Minister for Planning and subsequently Gazetted on 13 May 2011. The Gazetted notice was advertised for public information in the Albany &amp; Great Southern Weekender on 2 June 2011.</i></p> <p><i>The outline development plan, which has been prepared to guide the subdivision and development of the rezoned area is now being advertised for public comment, prior to Council</i></p>

REPORT ITEM PD008 REFERS

			<p><i>determining whether to finally approve the plan and seek the endorsement of the Western Australian Planning Condition.</i></p> <p><i>It is disappointing to learn that all affected landowners have not been informed of the proposals by either the landowners who have instigated them, or their appointed consultants. However, please be assured that the completion of this plan will not compel you to relinquish land or subdivide your property, although it will facilitate subdivision, should you wish to pursue this option."</i></p>
10	Public submission	<p>I wish to express my opinion with regard to the proposed subdivision and development of the area adjacent to my property.</p> <p>Whilst I have no objection to this development proceeding in the future, I do have serious concerns about the drainage which will need to be included in the overall planning of this development. Currently all stormwater collecting in the area drains away naturally through the sandy soils. However, as with any development, the natural drainage system will be compromised. We would not want excess stormwater runoff to affect our property.</p> <p>Also, we are concerned that the residential area will be immediately adjacent to the industrial zoned area. Will there be a buffer zone included in the plans?</p>	<p>Noted.</p> <p>A local water management strategy has been developed for the subject land and approved by the Department of Water. It will be supplemented by an urban water management plan to detail the management of stormwater on-site.</p> <p>The drainage infrastructure will be designed to attenuate runoff to pre-development rates. The stormwater drainage design will minimise downstream erosion and capture the runoff of nutrients.</p> <p>The proposed residential development to the south of the draft Outline Development Plan area will have a R5 density code, which equates to a minimum lot size of 2000m<sup>2</sup>.</p> <p>As the land to the south is zoned 'Light Industry' under Town Planning Scheme No. 3 and draft Local Planning Scheme</p>

REPORT ITEM PD008 REFERS

			<p>No. 1, the types of land uses that are permissible should be low-impact and non-polluting, meaning that they will have little to no impact on the amenity of surrounding residences.</p> <p>It is considered that the required setbacks on both zones and the road reserve between should provide ample separation between the two land uses.</p>
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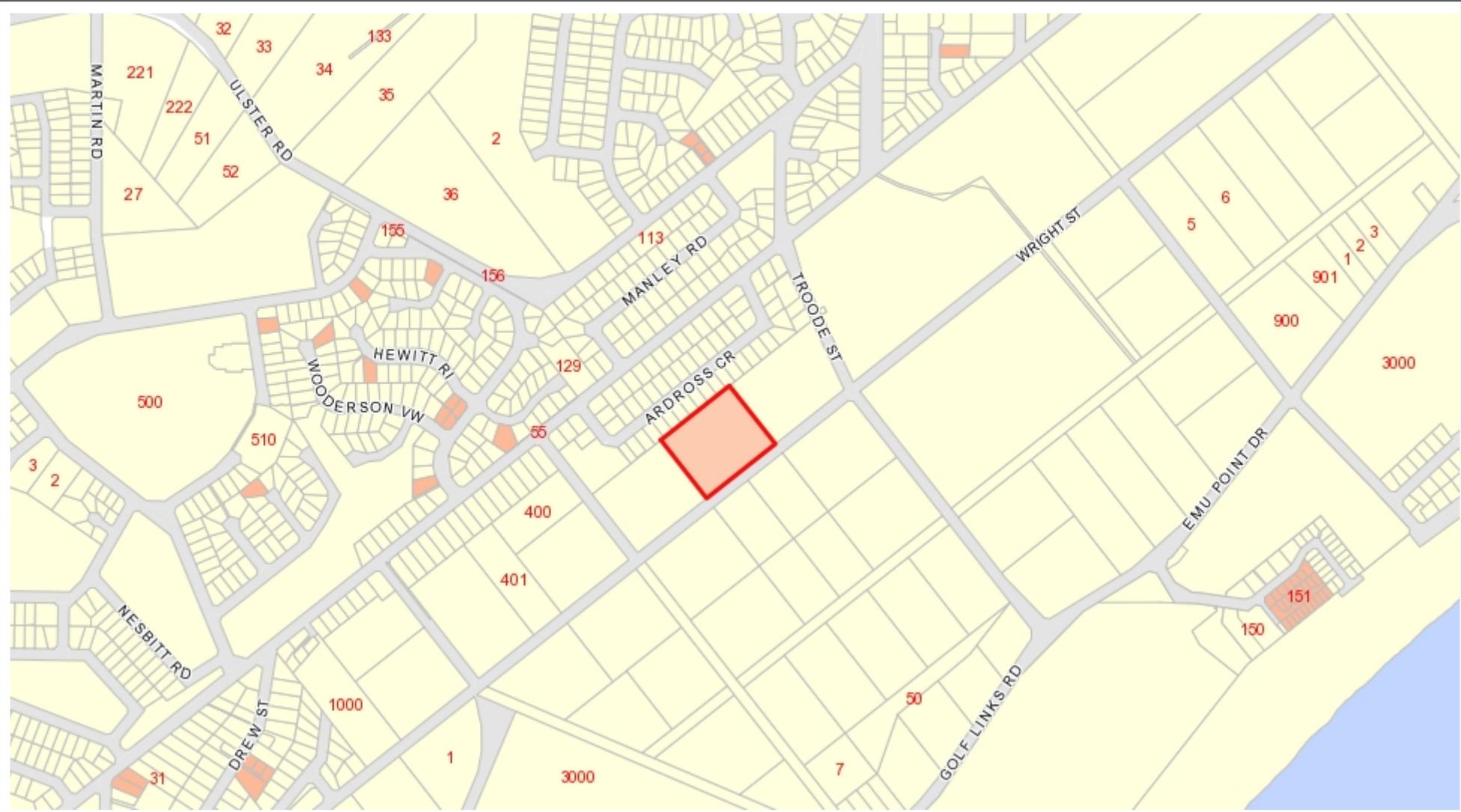
- Deletion of the East Gledhow Concept Structure Plan is from all documentation.
- Deletion of all references to Lot 10 (No. 10) Moortown Road (Vacant Crown Land) as a public open space (POS) or drainage location from all documentation.
- Addition of the following subdivision and development provisions to both draft ODPs:
  - Lots which do not have access to reticulated water and sewer may be considered for subdivision where only the curtilage of an existing dwelling is subdivided from the balance of the lot. Proposed subdivision must not compromise the road and lot layout of the Outline Development Plan (ODP) and the existing dwelling must have access to sufficient potable water. A restrictive covenant will be required to be placed on the title of the balance lot prohibiting construction or placement of a single house until it can be fully serviced. Both lots will require a restrictive covenant prohibiting any further subdivision until access to reticulated water and sewer is available.
  - An Urban Water Management Plan shall be prepared prior to subdivision.
  - 10% Cash-in-lieu or POS contribution shall be paid or ceded at the time of subdivision of each parent lot within the ODP area.
- Addition of the following notation to both draft ODPs:
  - *“New vehicular access to South Coast Highway will not be permitted. New vehicular access shall be solely from the local road network.”*
- Renaming of the draft planning report for the Small Landholdings Area as follows:
  - *East Gledhow Outline Development Plan Western Precinct (Small Landholdings Area).*
- Alteration of the draft ODP contained therein to focus on its respective precinct only and inclusion of a separate, common plan showing the extent of each precinct and its location in context in the planning report, as an appendix.
- Alteration of the key on the Small Landholdings Area plan to state *“Temporary Laneway Access (to be made permanent, subject to Main Roads WA approval).”*
- Indication of the required upgrading of Moortown Road along the current constructed section, on the draft ODP for the Small Landholdings Area.
- Removal of the lot layout over Lot 19 Moortown Road from the draft ODP for the Small Landholdings Area.
- Addition of the following notation on the draft ODP for the Small Landholdings Area:
  - *“Prior to development of Lot 19 Moortown Road, vegetation assessment in the form of a spring flora study and bushfire management assessment for BAL setback shall be undertaken and a Local Development Plan prepared for this area.”*
  - *“Prior to the development of any R30 areas, a Local Development Plans shall be prepared.”*
- Renaming of the draft planning report for the Southern Catchment Area as follows:

*East Gledhow Outline Development Plan Eastern Precinct (Southern Catchment Area).*

- Alteration of the draft ODP contained therein to focus on its respective precinct only and inclusion of a separate, common plan showing the extent of each precinct and its location in context in the planning report, as an appendix.
- Addition of the following subdivision and development provisions to the draft ODP for the Southern Catchment Area:
  - The buffer around the sewer pump station shall be revegetated to the specifications of the City of Albany.
  - No clearing of vegetation along the Balston Road boundary. This vegetation and the vegetation within the road reserve of Balston Road shall be retained as a vegetation corridor.
- Realignment of Balston Road to the west on the draft ODP for the Southern Catchment Area.
- Identification of the need for Balston Road to be upgraded to a full urban standard on the draft ODP for the Southern Catchment Area.
- Indication of the required upgrading of Moortown Road along the current constructed section and its full construction alongside Lot 23 and Lot 25 to the intersection of Cuming Road, on the draft ODP for the Southern Catchment Area.
- Alteration of the notation on the draft ODP for the Southern Catchment Area, that refers to Lot 7 on the corner of South Coast Highway and Balston Road, to remove reference to a *'Possible activity node'* and replacing it with a reference to a *'Possible Local Centre, subject to review of the Activity Centres Planning Strategy'*.
- Removal of the lot layout over the western parts of Lots 26 and 27 on the draft ODP for the Southern Catchments Area.
- Addition of the following notation to the draft ODP for the Southern Catchment Area:
  - *"Prior to development of the western parts of Lots 26 and 27 Balston Road, vegetation assessment in the form of a spring flora study and bushfire management assessment for BAL setback shall be undertaken and a Local Development Plan prepared for this area."*
  - *"Prior to the development of any R30 or Local Centre areas, a Local Development Plans shall be prepared."*
- Alteration to the reference to *"two vegetated lots which are reserved Parks and Recreation"* on page 7 of the planning report for the Southern Catchment Area read as *"two vegetated lots which are reserved Parks and Recreation and are vested in the Conservation Commission for nature conservation."*
- Alteration of the notation pertaining to Lot 10 (No. 10) Moortown Road on the draft ODP for the Southern Catchment Area to read as follows:

*“Vacant Crown Land – Future use is subject to further investigation in the form of a spring flora study, a targeted fauna study, bushfire management assessment for BAL setback, and will require the preparation of a Local Development Plan.”*

- Addition of a notation to the draft ODP for the Southern Catchment Area, identifying the section of subdivisional road south of Lot 10 (No. 10) Moortown Road as follows:  
*“Development of this section of road is subject to further investigation on Lot 10 (No. 10) Moortown Road in the form of a spring flora study, a targeted fauna study and bushfire management assessment for BAL setback.”*
- Addition of a disclaimer to all supporting documentation, stating that plans contained therein may not reflect the final layout of the development.
- Deletion of all references to septic tanks on lots greater than 2000m<sup>2</sup> from the Local Water Management Strategy.
- Alteration of the aerial inset on Figure 1 of the Local Water Management Strategy to remove Lot 9 Moortown Road.
- Alteration of the title of Section 4.2.1 of the Local Water Management Strategy from *“Flora and Fauna”* to *“Flora.”*
- Alteration of the title of Section 6.3 of the Local Water Management Strategy from *“Protect Ecology”* to *“Treatment of Stormwater.”*
- Alteration of Sections 8.1 to 8.3 of the Local Water Management Strategy to refer to the Department of Parks and Wildlife or Department of Environmental Regulation’s (both formerly branches of DEC) potential role in dealing with ‘non-conformance’ or ‘incidents’, as is appropriate.



This map has been produced by the City of Albany using data from a range of agencies. The City bears no responsibility for the accuracy of this information and accepts no responsibility for its use by other parties

Monday, 12 August 2013

1:10000





This map has been produced by the City of Albany using data from a range of agencies. The City bears no responsibility for the accuracy of this information and accepts no responsibility for its use by other parties

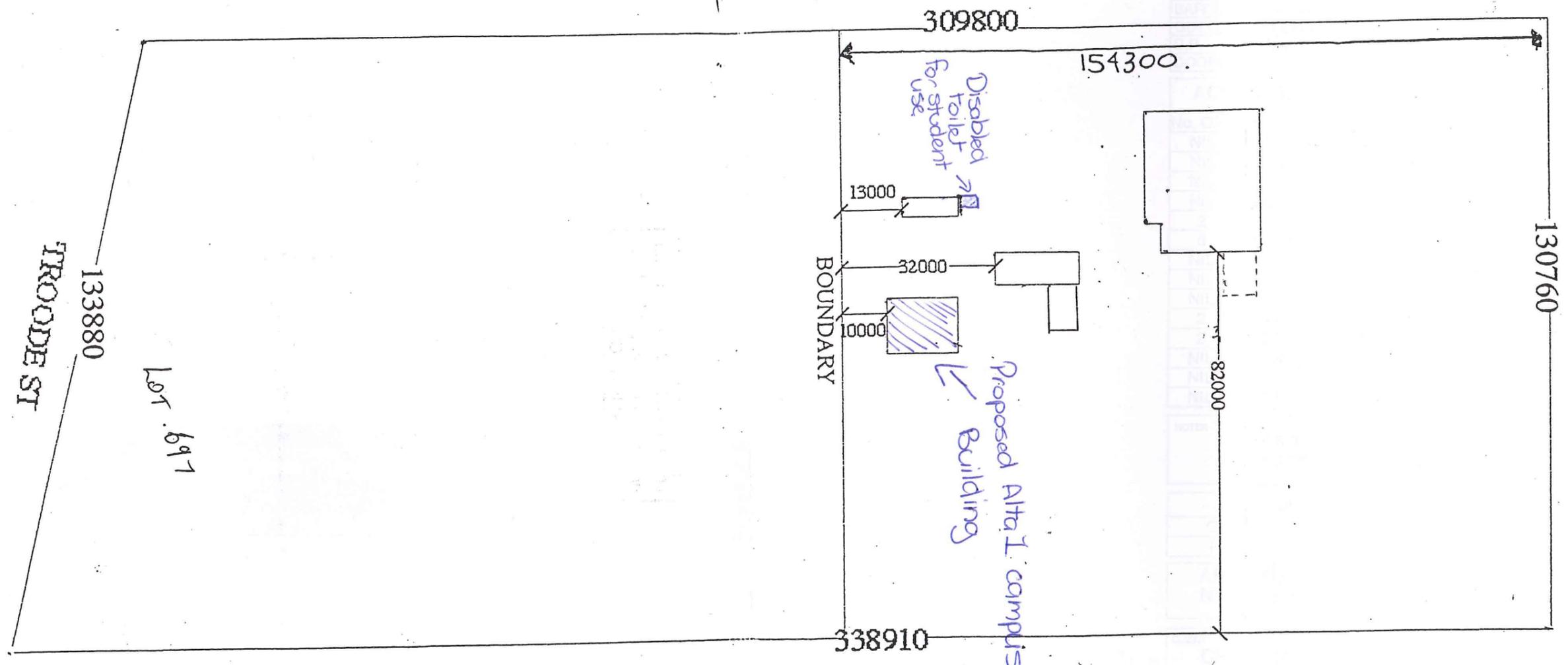
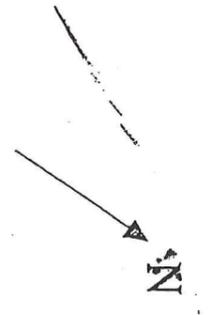
Wednesday, 28 August 2013

1:3000

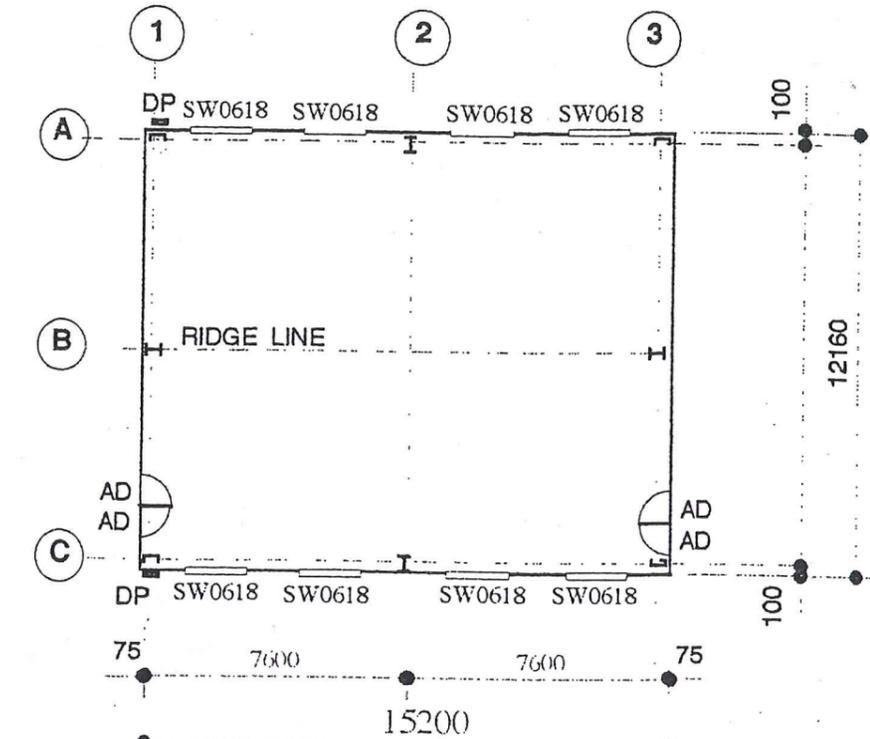


CHRISTION FAMILY CHURCH  
LOT 698 TROODE ST  
ALBANY

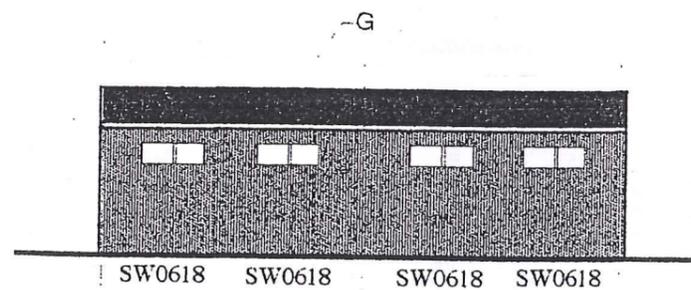
Lot 698 Weight St



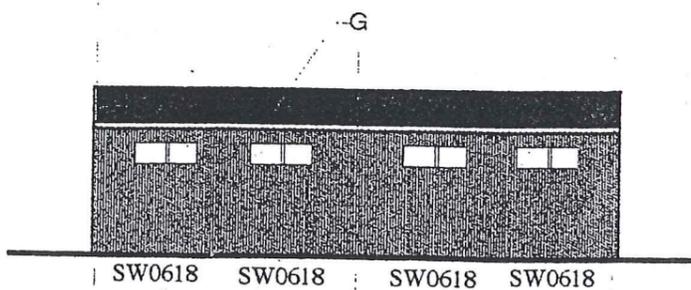
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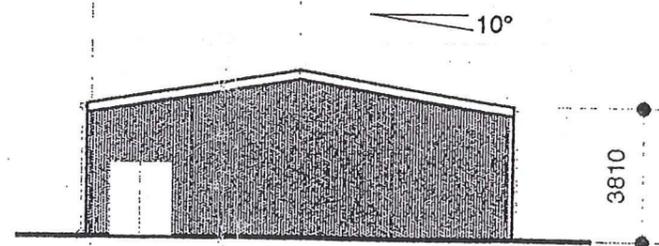
FLOOR PLAN



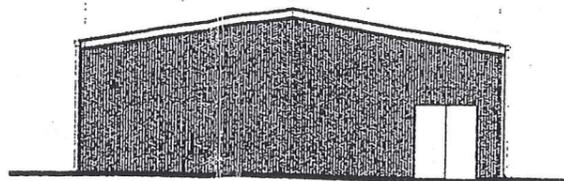
ELEVATION GRID C



ELEVATION GRID A



ELEVATION GRID 4



ELEVATION GRID 1

**RANBUILD**

POSTAL ADDRESS: P.O. BOX 83 CHARLESTOWN, 2290  
 9 GROVES ROAD, BENNETTS GREEN, NEWCASTLE, N.S.W.  
 TELEPHONE: (049) 489377 FAX: (049) 487238

CLADDING			
ITEM	PROFILE	FINISH	COLOUR
ROOF	TRIMDEK	COLORBOND	To be advised
WALLS	TRIMDEK	"	"
CORNERS	-----	"	"
BARGES	-----	"	"
GUTTER	SHEERLINE	"	"
D.P.	100x75	"	"
DOORS		"	"

ACCESSORY SCHEDULE & LEGEND		
No. OFF	MARK	DESCRIPTION
NIL	RD2424	2400 x 2400 ROLLER DOOR
NIL	RD3030	3000 x 3000 WINDLOCK R/D
NIL	SD31	3100W SLIDING DOOR
NIL	SD38	3800W SLIDING DOOR
2	AD	2040 x 820 ACCESS DOOR
8	SW0618	600x1800 SLIDING WINDOW
NIL	W0912	900 x 1200 SLIDING WINDOW
NIL	SL	6000 x 760 SKYLIGHT PANEL
NIL	WL	1400 x 760 WALLLIGHT PANEL
2	G	SHEERLINE GUTTER
2	DP	100x75 DOWNPIPE
NIL	PW	FULL HEIGHT PARTITION
NIL	OE	OPEN END WALL SECTION
NIL	OS	OPEN SIDE WALL BAY

NOTES  
 Access doors and windows may be located between columns as required

DESIGN WIND LOAD		
CLASS	REGION	TER. CAT
FARM	B	49 m/s

ARCHITECTURAL DRAWING ONLY  
 NOT FOR CONSTRUCTION USE

CLIENT  
**CHRISTIAN FAMILY CHURCH**  
 PAUL BARBER

SITE  
**ALBANY**

BUILDING  
**G 12 m x 15.2 m x 3.8 m**  
 ENCLOSED COVERMASTER

TITLE  
**FLOOR PLAN & ELEVATIONS**

SCALE  
 A4 SHEET 1:280  
 A3 SHEET 1:200

DRAWING NUMBER  
**CH0306**

27th February 2013

**TO WHOM IT MAY CONCERN**

Proposed Alta-1 Campus at Christian Family Church

We wish to submit a proposal to establish a campus for Alta-1 multi-sited school at Lot 698 Wright St, utilising some of the premises currently occupied by Christian Family Church Inc, to run a Care School for Yr 11 & 12 students.

Background on Alta-1:

**Alta-1** is a non-for-profit organisation that provides community development services to the young people of Perth Western Australia.

Website: [www.alta1.com.au](http://www.alta1.com.au)

These services include; alternative education, recovery programmes, opportunities for enterprise and community transformation initiatives.

Alta-1 is a multi-sited school with five metropolitan campuses that provide an alternative education to students who are marginalised by mainstream education and are therefore at educational and emotional risk.

Typically students are enrolled in Alta-1 because they have been unsuccessful in mainstream schooling where personal issues have impacted their learning and engagement. The students are connected to Alta-1 through referral from the Dept of Education.

The students are screened before being admitted into the campus and are well supervised and generally well behaved.

The school has strong established rules regarding drug and alcohol use, and disruptive behaviour the only caveat being for those with cigarette addictions, in which case they are only allowed to use designated areas at designated times.

For the past 2 years Alta-1 has operated a campus in Albany out of PCYC, but have out grown the space which is available therefore our goal is to provide a stable, established location, so that through these services young people can receive the support and the training that they need too not only survive but also recognize and reach their full potential. Every young person matters and has the right to live and enjoy a great life – Alta-1 exists to make that a reality.

The campus would operate as a day school only, during normal school hours—9am to 3pm Monday to Friday, within current term dates.

Given the small student numbers, there would only be a minor increase in traffic with staff and parents arriving and departing at the beginning and end of the school hours. Also there would be very little increase in noise levels with students mostly indoors, unless they are participating in sporting/outdoor activities generally associated with schools.

The initial number of students would be 11 with staff of 1 teacher, 1 teachers aid and 1 chaplain. There is no plan to extend the school to other years or multiple groups of students.

The building they would utilise is the All Stars Primary Shed as the main classroom. There is also a disabled toilet which will be available for student and staff use. The building has good access in the event of a disabled student enrolling with no steps and concrete paths to all main areas.

We will also be adding kitchen facilities to the building for staff and student use, which will include a dual sink, bench and cupboard space.

There is a large, sealed car park area available for vehicle use.

The school campus would aim to be functioning from Term Two of 2013.

If you have any other questions please do not hesitate to call me.

Yours sincerely,

Ruth Wheelwright

Admin Officer  
Christian Family Church (Troode Street Church)  
PO Box 1156  
Albany WA 6331  
Ph: 9844 1484



City of Albany Records  
 Doc No: ICR1395008  
 File: A148537  
 Date: 22 MAR 2013  
 Officer: ACEO3;SPLAN1  
 Attach:  
 Box:  
 Vol:  
 Box+Vol:

Miss Janice Aspen  
 18 Ardross Crescent  
 Collingwood Park WA 6330

Chief Executive Officer

PO Box 484

Albany WA 6331

Attention: Tom Wenbourne



Dear Sir,

I wish to **object, in the strongest possible terms**, to the proposed increased use of the Troode Street Church – response to your letter dated 18 March 2013.

Recently I had my house on the market due to noise emanating from the existing Troode Street Church. I had to withdraw my house from the market due to the costs of buying and selling.

I am already suffering sleep deprivation due to the noise of heavy 4WD vehicles under heavy deceleration when arriving and accelerating when leaving the facility, screaming children and horrendous “music”. Parents drop off their kids, go off and do their own thing and then come back later to pick them up.

If the Albany Council approves the upgrade I will take legal action against the council for the value of the decreased valuation of my property.

A previous council has already approved the existing facility which makes life hell for residents of Ardross Crescent. Access to the church is via an access road which is directly behind our back fence!

When heavy vehicles drop off goods or children at the church, my house vibrates because the road is too close to my house and others on Ardross Crecent. The noise of kids walking and talking (often drunk or worse) loudly behind my back fence upsets my dog and keeps me wake at all hours!

The noise of vehicles and children also upsets my dog and other dogs on the street causing complaints from people who don't like dogs. I have a dog as a companion and for protection.

Albany Council should be sued for allowing the existing situation. If council allows the increased use – I will be instigating a class action on behalf of other residents against the Council for malfeasance and incompetence in the extreme.





College

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 t. +61 (8) 9403 8200 f. +61 (8) 9403 8299  
 e. admin@alta-1.wa.edu.au



Mayor Dennis Wellington  
 City of Albany  
 PO Box 484  
 ALBANY WA 6331

Doc No: City of Albany Records  
 e: ICR13108725  
 ate: A148537  
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Dear Mr Wellington

I am writing to give you some background information relating to planning reference P2130082, being an application to operate a class of Alta-1 College at the premises of Christian Family Church, Troode St, Albany. This application is scheduled to be discussed at the Council meeting to be held on 24 September 2013.

Alta-1 College is a registered, multi-sited school that provides an alternative education to students 12 - 19 years old who are marginalized by mainstream education and are therefore at educational and emotional risk. Commencing in 2007, currently Alta-1 operates classes out of six metropolitan sites, a regional program as well as two on-line programs that cater for severely traumatized, house-bound students. While the majority of our students are of senior secondary age studying towards the completion of the Western Australian Certificate of Education (WACE), we have recently commenced middle school programs in response to the growing needs within this younger age group.

Typically students are enrolled into Alta-1 because they have been unsuccessful in mainstream schooling where personal issues have impacted their learning and engagement. A number have been excluded from their former schools while others are referred by a variety of agencies.

As part of the Alta-1 recovery model of education, students complete activities designed to lead them through a socio-emotional developmental process involving the following stages:

- Belonging. The student is integrated into a caring community that allows him/her to become connected.
- Healing. The units of study facilitate a process whereby the student needs to face the issues that are impeding his/her personal development.
- Restoration. The student has the opportunity to re-build his/her life and become a better person.
- Identity Formation. The student develops a new understanding of his/her self-worth and relationship to family, church and the wider community.
- Purpose-Driven. The adoption of a beliefs and values system and the development of identity provide reasons and motivation to engage in life.

*Changing lives one at a time*

[www.alta-1.wa.edu.au](http://www.alta-1.wa.edu.au)

Each Alta-1 site comes under the management of a TRBWA registered teacher who, reporting to the principal through a regional manager, is responsible for the daily management and implementation of the Alta-1 curriculum and program. The teacher is supported by a chaplain, education assistants and community volunteers. Each site enrolls a maximum of forty students to maintain an effective staff to student ratio.

The active dynamic that makes the Alta-1 program so successful is its focus on the creation of strong, encouraging and supportive relationships. Students typically begin their time with Alta-1 College through participation in a specially designed *transition program*, separate from the main student body. Groups of five students undertake a 5-week program under the direction of an Alta-1 chaplain. This program introduces students to our School Curriculum and Standards Authority Endorsed Program in Personal Recovery and Community Building which helps them recognize, identify and start to deal with issues that have thus far impacted their lives and educational outcomes. The therapeutic model it is based on fosters the development of "safe" relationships and places a caring community around the young persons. Students who engage with this process and who display a readiness and willingness to change are then transferred into the regular Alta-1 College program where the process continues.

Students of Alta-1 have access to further professional support via the college's psychologist, counsellors and mentors.

Due to the relational nature of the Alta-1 program, the college always operates in partnership with community groups, typically but not exclusively Christian churches. While Alta-1 brings to the partnership the staff and educational program, community partners offer a physical facility (building) and, most importantly, a pool of volunteers passionate about and committed to supporting at-risk young people, thus contributing to the sense of community.

Having presented this overview of the Alta-1 College approach, I would specifically like to direct your attention to our programs in your city. Towards the end of 2010, the Minister for Education approved our application to commence our first regional senior school-age class in Albany, in partnership with Christian Family Church Troode St. The site was inspected by representatives from the Department of Educational Services (which oversees independent schooling in WA) and approved it as suitable for school educational purposes. The owner of the Troode St building (from whom the church leases) however was reluctant to give his approval for it to be used for schooling. Consequently a partnership with PCYC was established by which our students were able to commence their studies as of the start of 2011 utilizing the premises at 77 Sandford Rd.

By way of further development, the Minister for Education then approved our application to start a middle school program for younger students in Albany as of the beginning of this year. Seeing the need to keep separate the younger and older students however, once again the owner of the Troode St building was approached to seek his approval to relocate the senior class from the PCYC to that site. On this occasion the request was successful and consequently our partner, Christian Family Church, initiated the application process with Council that has brought us to this point.

What I trust you can see from this letter is that Alta-1 is bringing much value to the Albany community in seeking to care for and educate some of its most vulnerable young people. We have very positive working relationships with other Albany schools and support agencies. As such, I trust that I can count on your support of this application.

Should you wish to personally visit any of our classes in operation, to asses for yourself any perceived potential for threat or disruption to the nearby residential community, it would be my absolute delight to arrange for you to meet our staff and students. Once you do so I am convinced that any fears or objections that may have been raised as part of the application process will be well and truly allayed.

Yours sincerely

[Redacted signature box]

Mr Kim Palmer  
Manager  
Alta-1 Regional Programs

23 August, 2013

## What is Alta-1?

Alta-1 is a school that provides alternative education, designed to engage young people between the ages of 15 to 19 years with an opportunity to complete secondary education.

While most of our classes operate from church buildings, our home-based ConnectEd program serves students who have a diagnosed reason that makes class attendance impossible. Using the internet, phone and face to face contact, ConnectEd provides assistance to young people in working through social and emotional issues, as well as providing curriculum instruction.



## Where can Alta-1 take me?

Studying at Alta-1 can lead to TAFE, traineeships and apprenticeships or directly to employment.

## Do I need to complete year 10 before I can enrol in Alta-1?

No, you do not have to complete year 10 but it would be an advantage to do so.



alta-1

College

PO Box 2104, Wangara DC WA 6947  
t. +61 (8) 9403 8200 f. +61 (8) 9403 8299  
e. admin@alta-1.wa.edu.au



*changing lives one at a time*

[www.alta-1.wa.edu.au](http://www.alta-1.wa.edu.au)

REPORT ITEM PD009 REFERS



alta-1

College

*changing lives one at a time*

### What courses are studied at Alta-1?

The Alta-1 year 11 and year 12 curriculum includes English, Maths, Religion & Life, Applied Information Technology, Personal Recovery, Vocational Readiness and Workplace Learning leading to the Western Australian Certificate of Education.

### Where is Alta-1 ?

Most Alta-1 programs currently operate from church premises in Belmont, Malaga, Joondalup, Mullaloo, Albany and Canning Vale. Other sites in the northern and southern suburbs of Perth and select regional centres are under development.

### Does Alta-1 cost anything?

**Yes.** As an independent school, Alta-1 charges modest school fees. Payment plans can be arranged with the Business Manager.

### How can I get more information about Alta-1?

You can visit our website or phone the Alta-1 office on **9403 8200**.

### How do I enrol at Alta-1?

The first step is to phone the Alta-1 office on 9403 8200 to arrange an interview with one of our teachers. An enrolment pack will be made available following the interview or download from [www.alta-1.wa.edu.au](http://www.alta-1.wa.edu.au)

## Our Curriculum is facilitating transformation in the lives of each student.

Each student engages in a process that takes them through the following stages:

### BELONGING

The student finds a caring community that allows him/her to become connected.

### HEALING

Our unique units facilitate a process that brings the student to face the issues that are impeding his/her personal development.

### RESTORATION

The student has the opportunity to re-build his/her life and become a better person.

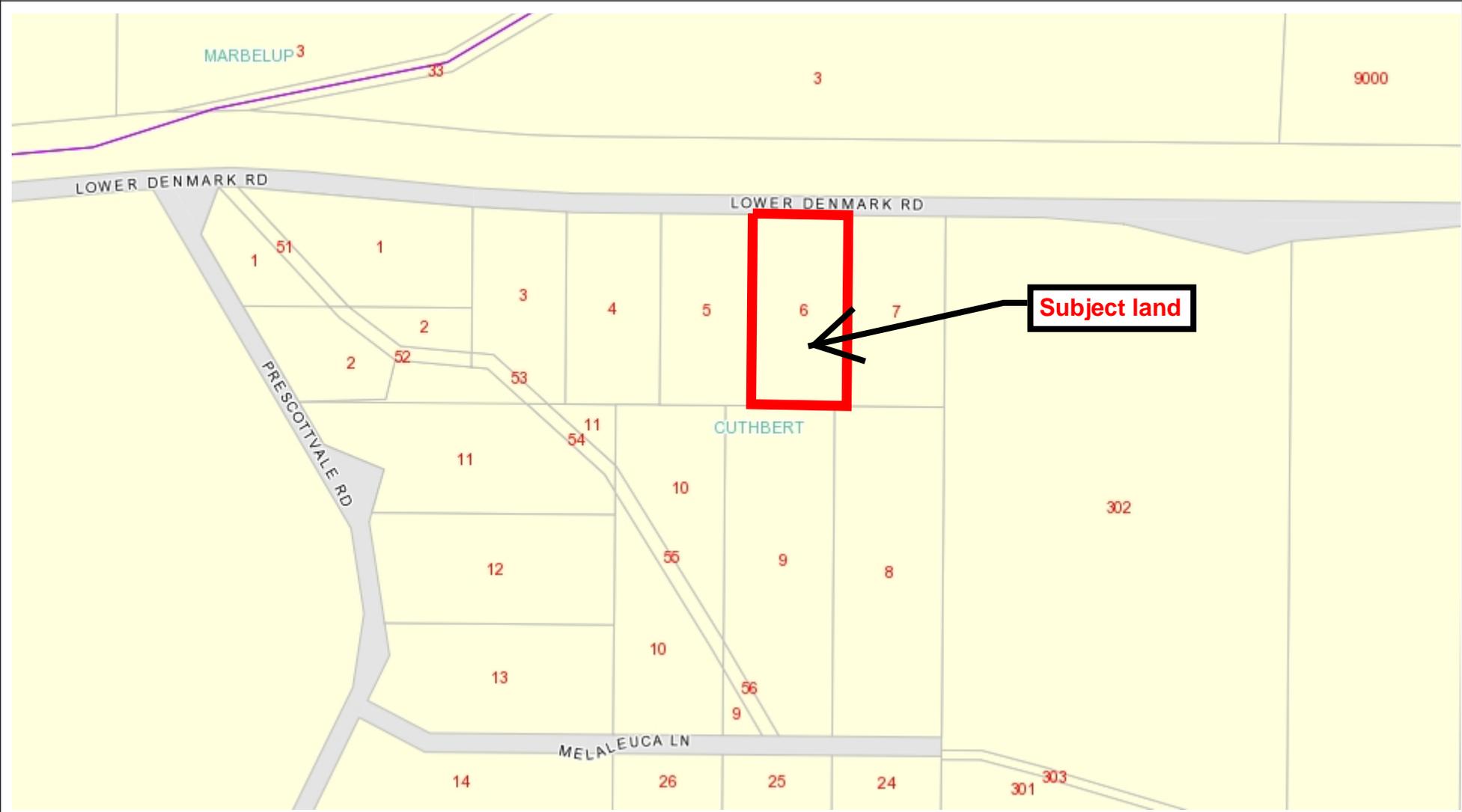
### IDENTITY

The student develops a new understanding of his/her self-worth and relationships with the family, friends and the greater community.

### PURPOSE

The adoption of a belief and value system and the development of identity provide reasons and the motivation to engage in life.





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Wednesday, 21 August 2013

1:6000



The following is a detailed outline of our proposed business, being A pet food business, from start to finish.

We use a single cab Ute for the culling and transport of kangaroos, which is fitted with racks etc to meet with DEC standards.

We normally start shooting on dusk, around 5pm on a property we have permission to cull at, and return anywhere up to around midnight, depending on how far out of town the property is.

All offal and internal organs are removed and left on the property where shot, so only a bare carcass is brought back for processing, as per DEC standards.

The kangaroos are put straight into a cool room at our property then processed into pet food as quickly as possible and therefore there is no smell to surrounding dwellings.

Also we do not burn anything coming from our process.

Every part of the bare carcass is used as dog food except for the skin which we are currently looking into finding a buyer for.

We are a small husband and wife business and do not have large machines for processing, all is done by hand or a small quiet mincing machine, therefore there is no noise factor on site.

Any waste water will go through a series of traps removing any meat products to go into a septic tank, and we pride ourselves in keeping everything clean, sterile and safe at all times.

We would also like to have a shop front which will be in a separate shed to the processing operation.

There is ample room for parking; bays will be created including a disabled car park closest to the shop entrance. We will have amenities available to the public with wheelchair access.

The drive in entrance will be in and out access and located furthest away from surrounding dwellings to minimize noise for our neighbors.

The parking area will consist of bitumen and grass to cut out the dust factor.

We also offer a delivery service to our customers therefore this reduces the thoroughfare coming and going from our property.

Jason has been professionally shooting for 4 years and has done all the appropriate courses involved in this area including human consumption which we would like to get into in the future.

We have been processing kangaroos in Narrogin for over twelve months now and haven't had a single complaint about anything, including noise smell or dust.

We take our work very seriously and like to be professional in every way and it is our dream to continue building our business from our new property in rural Albany, creating a stable future for our 3 small children as well as retaining and building our client base supplying them with a quality product.

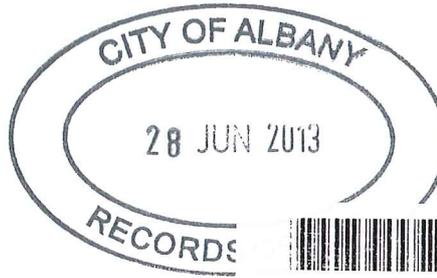
We look forward to working with The Albany City Council to help us make this happen and are happy to discuss and resolve any questions or issues by them or our soon to be neighbors or anyone else with anything relating to our proposal.

Thank you in advance for your time on this matter.

Yours Sincerely,

Jason Nicholas and Lisa McLennan

# Records Coversheet



City of Albany Records  
 Doc No: ICR13103446  
 File: A215293  
 Date: 28 JUN 2013  
 Officer: PLAN18;AOP1:MPS

Attach  
 Box  
 Vol  
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ATTN CRAIG,

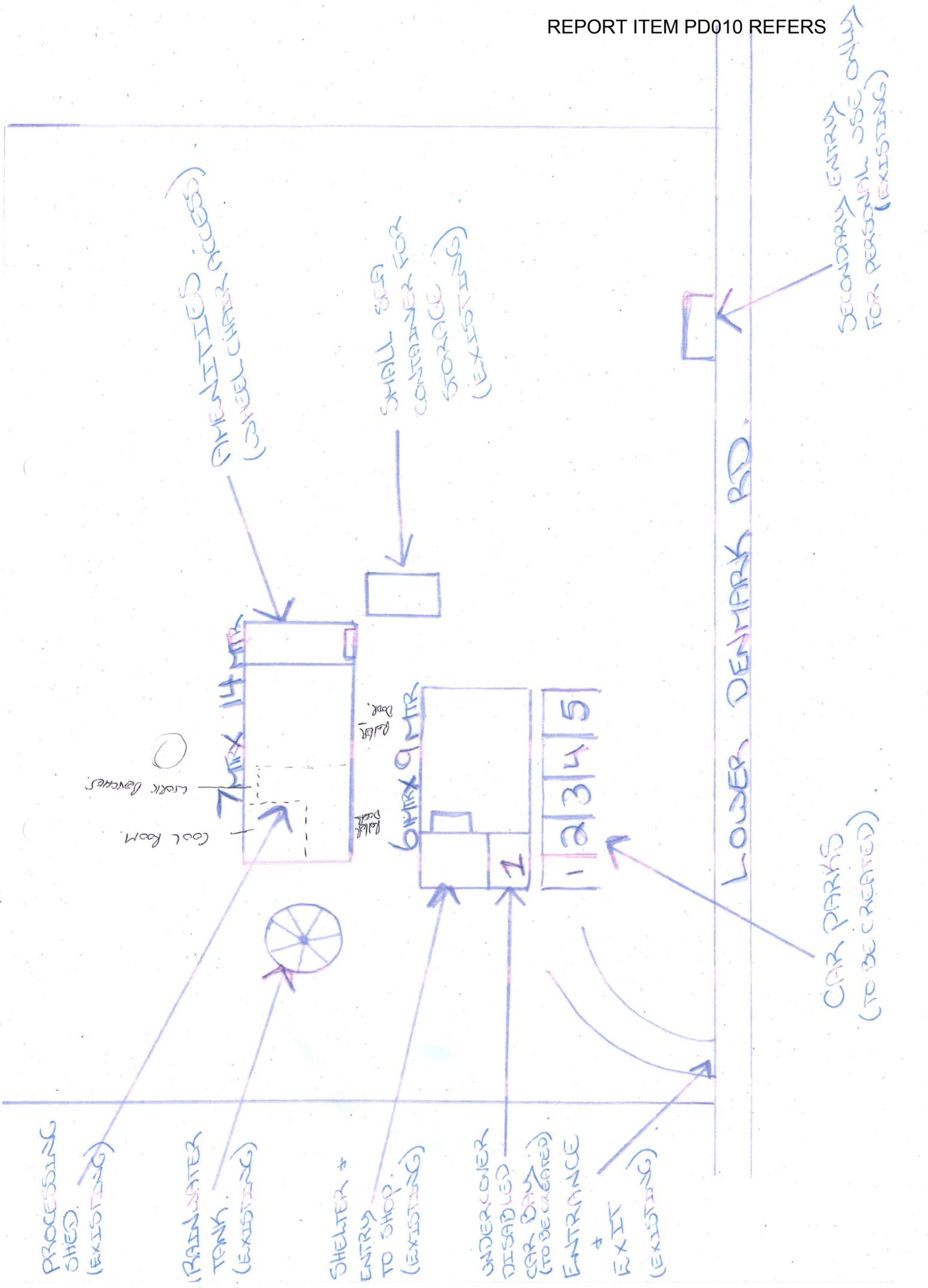
THE FOLLOWING POINTS ARE CONTINUED FOR APPLICATION.

- THE FREQUENCY OF ME SHOOTING ON AVERAGE IS APPROX 1 TIME PER WEEK.
- THERE IS NO WASTE PRODUCT TO COME FROM OUR BUSINESS, AS BONES, SKINS & ALL MEAT PRODUCT IS USED & SOLD, AND ALL OFFAL, INTERNALS, ARMS & LEGS ARE REMOVED IN Paddock AS PER DEC STANDARD.

Yours FAITHFULLY



P2130186

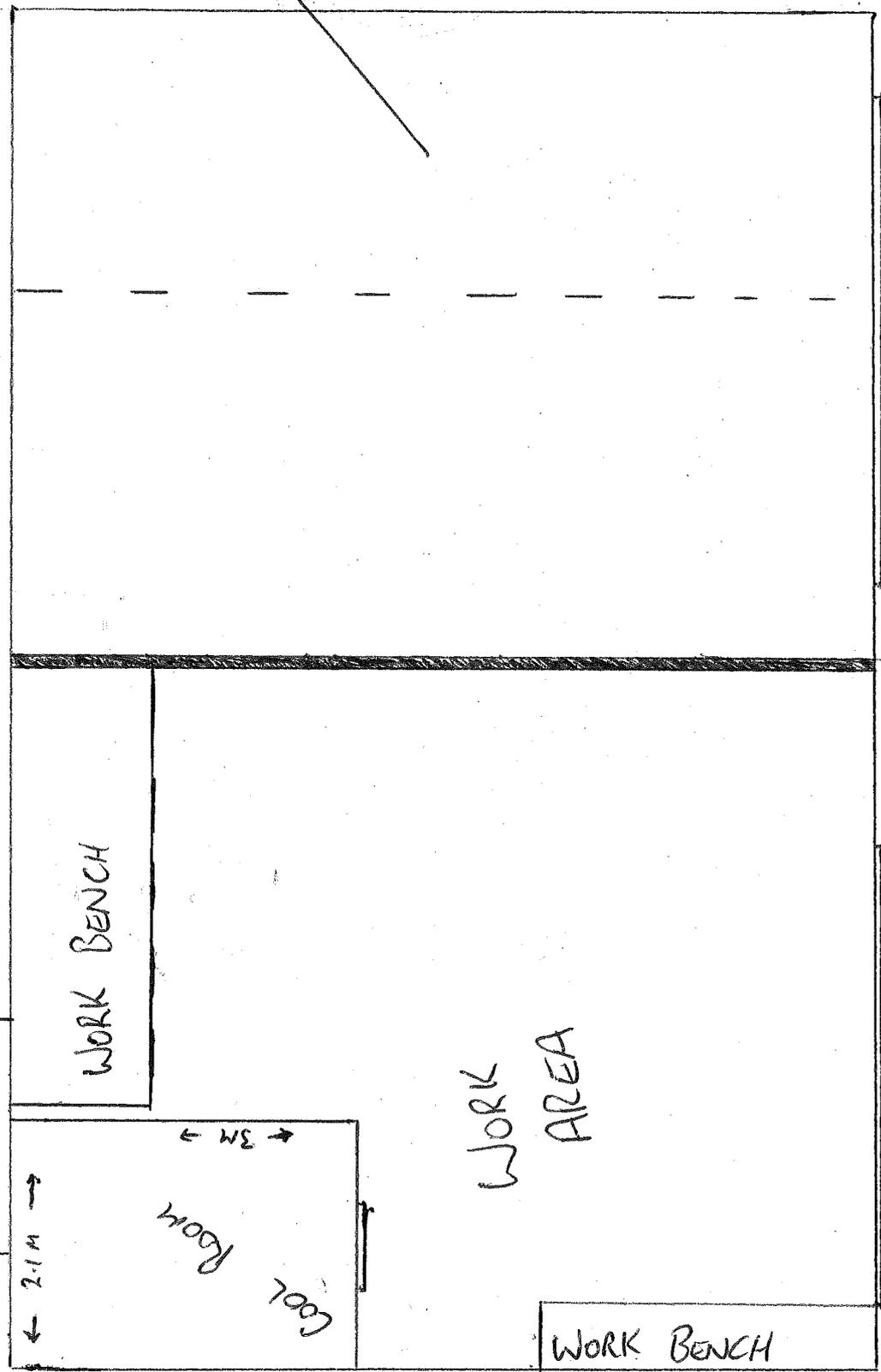
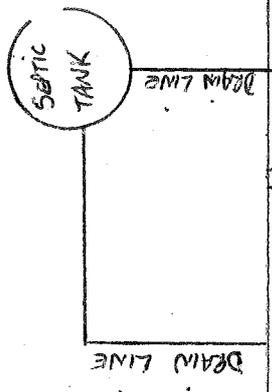


PROCESSING SHED

PETITION

AMENITIES  
(SHOWER  
DISABLED  
TOILET)

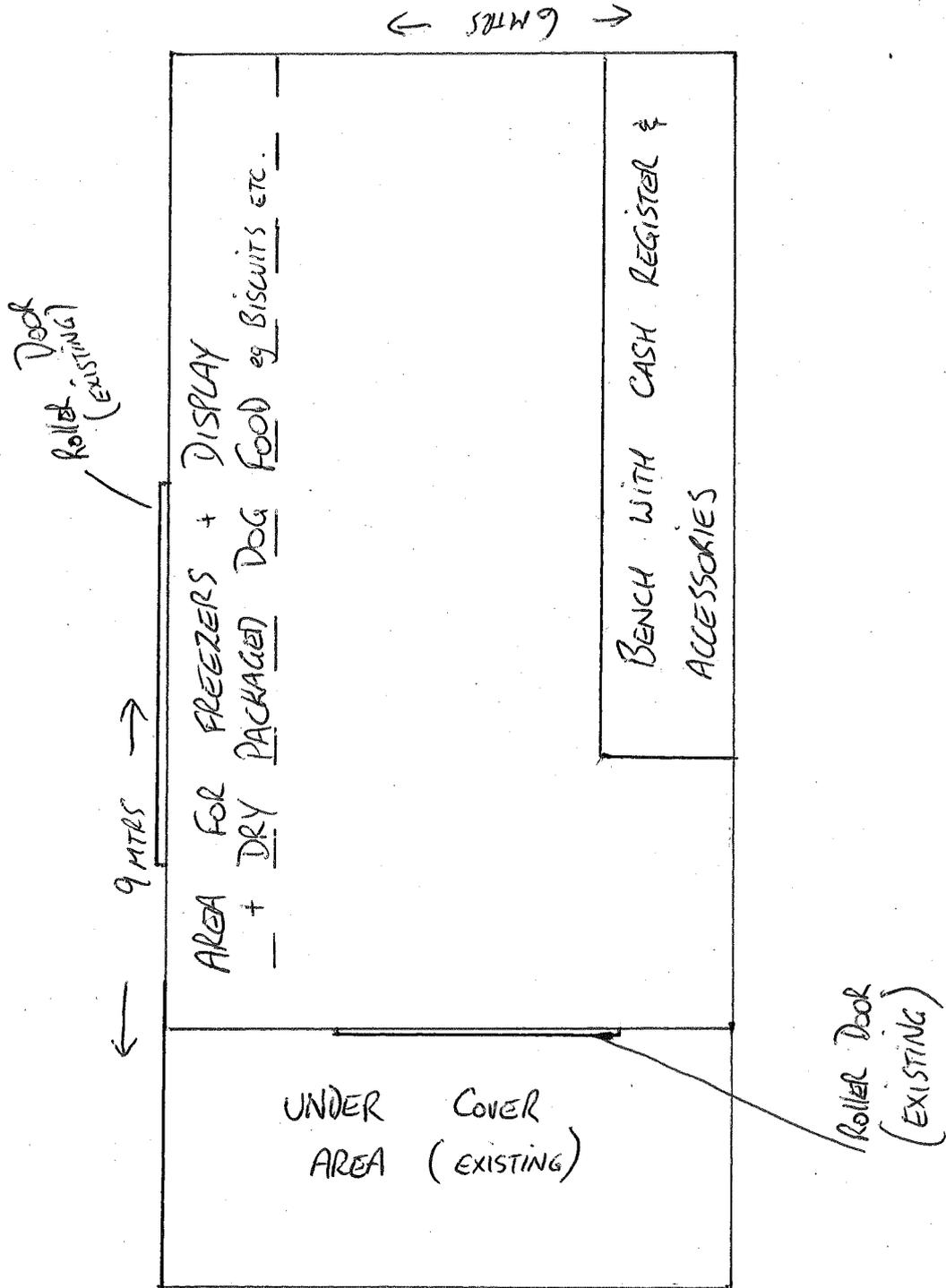
14 METERS



Roller Doors  
(EXISTING)

7 METERS

RETAIL OUTLET



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No.	Name/Address of submitter	Summary of submission	Officer comment
1	Public submission	<p>We strongly oppose this abattoir and find it offensive and barbaric.</p> <p>The resale value of our property will drop considerably. I'm sure no-one will want to live next door to a processing plant.</p> <p>We bought this rural property for the quiet lifestyle. If we wanted shops, cars and people, we would have stayed in town. We don't want to look out our front windows and see cars and people coming and going and have a ute-load of carcasses arriving at all hours of the night.</p> <p>We have racehorses, eventers and show hacks worth a lot of money on our property. Horses react to the smell of blood and will run blindly, being flight animals. We don't want them getting injured in any way.</p> <p>I'm sure no-one in the Council would want to live next door to an abattoir, so we reiterate that we strongly oppose this proposal.</p>	<p>The submission is upheld in part.</p> <p>Potential negative effects on surrounding property values are not considered valid grounds to object to a planning application.</p> <p>However, it is acknowledged that there are amenity concerns associated with the proposal, specifically:</p> <ul style="list-style-type: none"> <li>• Noise and disturbance caused by additional traffic and visiting customers;</li> <li>• Loss of privacy due to increased activity and visiting customers;</li> <li>• Noise and disturbance caused by the late night delivery and unloading of carcasses; and</li> <li>• Distress caused to horses by the scent of blood.</li> </ul> <p>It is acknowledged that there is potential for noise and disturbance to be generated by additional traffic and visiting customers, which is at odds with the quiet, rural-residential character of the area.</p> <p>Similarly, there could be a loss of privacy due to increased activity and visiting customers. However, should Council determine to approve the application, this can be addressed by the application of a planning condition requiring screen planting on the lot.</p> <p>The arrival of a vehicle at the property late at night is not a significant concern in itself, as it is no different to a private individual arriving home late. However, it is</p>

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			<p>unclear if the ute will be unloaded outdoors or under cover and what the exact frequency of this occurrence will be. If the ute is unloaded outdoors, there may be a need for floodlighting and noise would not be well contained. This has the potential to be a significant nuisance to adjoining neighbours. Although unloading under cover would mitigate these concerns, frequent deliveries would still have the potential to cause nuisance to adjoining neighbours. However, should Council determine to approve the application, a planning condition can be applied, limiting the frequency of deliveries and requiring that the ute is unloaded under cover.</p> <p>It is unknown if horses are affected as described, although anecdotal evidence suggests that some horses may react badly to the smell of blood. Although the processing is to be undertaken indoors and odour nuisance should not be an issue, horses on neighbouring properties may be disturbed by the smell of blood when carcasses are delivered to the premises on an open ute. However, the proponents have responded to this matter and claim that most of the blood has been drained from the carcasses by the time they are delivered to the property.</p>
2	Public submission	The blocks of land in the immediate vicinity are only 5 acres and although zoned rural, the size of the lots is not suitable for any substantial or industrial enterprise. Therefore, landowners in this area have made an environmentally conscious lifestyle investment choice for themselves and their families.	<p>The submission is upheld in part.</p> <p>It is acknowledged that there are concerns associated with the proposal, specifically:</p>

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		<p>Regardless of the high sanitation levels proposed by the applicants, inevitable excess odour and noise will undoubtedly increase the fly and mosquito populations already established at Lake Powell and will override the sound and smell of the ocean, which we appreciate on a daily basis at Cuthbert.</p> <p>The focus of the residents in the Cuthbert area is to encourage native flora and fauna, whilst maintaining a natural appearance in the settlement and beautifying the area.</p> <p>Even though we greatly support local and family-owned businesses, the granting of such a proposal would be extremely detrimental to the surrounding area and inevitably hugely compromise house and land values.</p> <p>I believe a pet food processing plant should operate in a fully industrialised zone and not among rural residential areas. Therefore, I urge the applicants to reconsider the location of their proposed business venture.</p> <p>Please note that my views are shared unequivocally with my neighbours.</p>	<ul style="list-style-type: none"> <li>• General odour nuisance;</li> <li>• General noise nuisance;</li> <li>• Sanitation; and</li> <li>• Decreased property values.</li> </ul> <p>Processing is to be undertaken indoors and odour nuisance should not be an issue. However, the proponents have not provided detail of how any solid waste will be disposed of. The proponents have stated that all of the carcasses are processed into pet food, excepting the skins, which are sold on, although there is still potential for waste products to be generated; for example, material removed from traps or filters in the effluent disposal system. It is unclear how this waste would be disposed of. However, should Council determine to approve the application, this can be addressed by the application of a planning condition setting appropriate requirements for waste storage and disposal.</p> <p>It is acknowledged that there is potential for noise and disturbance to be generated by additional traffic and visiting customers and the late-night arrival and unloading of a ute, all of which is at odds with the quiet, rural-residential character of the area.</p> <p>Sanitation is governed by the relevant environmental health regulations and effluent disposal by environmental health regulations and the <i>Draft Country Sewerage Policy</i>. As outlined above, the</p>
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			<p>proponents have not provided detail of how any solid waste will be disposed of.</p> <p>There are also concerns over the disposal of effluent on the lot. There is an existing septic tank and leach drains on-site, which are located, according to the approved plans for the installation of the apparatus, to the front of the property. This could present a problem with the provision of a parking area at the front of the property, as indicated on the submitted plans, as the drainage fields must not be in a trafficable location. The precise scale of the operation is also unknown, which creates uncertainty over the suitability of the existing septic system to cope with the effluent outfall. However, should Council determine to approve the application, these matters can be addressed by the application of appropriate planning conditions.</p> <p>Effects on property values are not considered valid grounds to object to a planning application.</p>
3	Public submission	<p><b><u>First submission:</u></b></p> <p>I am writing this letter to strongly oppose the planning application for 795 Lower Denmark Road. It disgusts me to think that someone would consider building an abattoir amidst a neighbourhood of housing. I ask anyone on Council, would you like an abattoir next to your house? We may be in a rural zone, but the bigger picture is that we are all on small acreage and it certainly doesn't sit well with me that this kind of thing could possibly go ahead. I know by talking to my neighbours that they all think the same.</p> <p>To begin with, we are in beautiful Albany where there is a zoning for each type of business and next to my home is not the correct location for this business. I believe this should be in an</p>	<p>The submissions are upheld in part.</p> <p>It is acknowledged that there are concerns associated with the proposal, specifically:</p> <ul style="list-style-type: none"> <li>• General odour nuisance;</li> <li>• Effluent disposal;</li> <li>• Road safety issues;</li> <li>• Noise and disturbance caused by the late night delivery and unloading of carcasses</li> <li>• Decreased property values;</li> <li>• Processing of other</li> </ul>

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		<p>industrial estate where there are no homes. We would be greatly affected by this, with smell, excessive flies, excessive waste (septics and leach drains and a high water table is a real concern) and extra traffic at an overtaking hotspot. Traffic in the middle of the night to bring home the catch and unload in such a quiet area. Then on top of all this they hope to grow the business, so all problems will now escalate.</p> <p>Another direct impact to the neighbourhood is the value of our properties. No-one wants to live next to this kind of thing and therefore any one of us would struggle to hold on to a good value for our property if we chose to sell.</p> <p>The City of Albany is doing a great job by separating business, residential, industry, sport and recreation and placing all forms in correct zoning locations, so it would be a shame to allow something to happen that goes against everything the city and community work so hard for.</p> <p>Again, I oppose this application with a strong belief that this is a case of business in the wrong location.</p> <p><b><u>Second submission received after the close of public advertising:</u></b></p> <p>This letter is a late submission and should be read in conjunction with our previous letter.</p> <p>We are concerned about a recent conversation with Ms Lisa McLennan. I asked if she and Mr Nicholas were planning on processing other animals and to my shock, she told me yes; chickens.</p> <p>This was not included in their proposal. Where are these chickens being killed and gutted? At 795 Lower Denmark Road? This is even worse than we thought; will this be an abattoir next door to us?</p> <p>Questions need to be asked. This is certainly not the place for this business and I don't feel like we should have to fight for our rights. This is not only a small rural block; it's a lifestyle block with a family trying to build a home and life nearby. Please take this into account in your decision.</p>	<p>animals.</p> <p>Processing is to be undertaken indoors and odour nuisance should not be an issue. However, the proponents have not provided detail of how any solid waste will be disposed of. The proponents have stated that all of the carcasses are processed into pet food, excepting the skins, which are sold on, although there is still potential for waste products to be generated; for example, material removed from traps or filters in the effluent disposal system. It is unclear how this waste would be disposed of. However, should Council determine to approve the application, this can be addressed by the application of a planning condition setting appropriate requirements for waste storage and disposal.</p> <p>Effluent disposal is governed by the environmental health regulations and the <i>Draft Country Sewerage Policy</i>. However, there are concerns over the disposal of effluent on the lot. There is an existing septic tank and leach drains on-site, which are located, according to the approved plans for the installation of the apparatus, to the front of the property. This could present a problem with the provision of a parking area at the front of the property, as indicated on the submitted plans, as the drainage fields must not be in a trafficable location. The precise scale of the operation is also unknown, which creates uncertainty over the suitability of the</p>
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			<p>existing septic system to cope with the effluent outfall. However, should Council determine to approve the application, these matters can be addressed by the application of appropriate planning conditions.</p> <p>The application was referred to the Works and Services department for assessment and comment and no concerns were raised in relation to additional traffic movements and lines of sight from the existing crossover.</p> <p>The arrival of a vehicle at the property late at night is not a significant concern in itself, as it is no different to a private individual arriving home late. However, it is unclear if the ute will be unloaded outdoors or under cover and what the exact frequency of this occurrence will be. If the ute is unloaded outdoors, there may be a need for floodlighting and noise would not be well contained. This has the potential to be a significant nuisance to adjoining neighbours. Although unloading under cover would mitigate these concerns, frequent deliveries would still have the potential to cause nuisance to adjoining neighbours. However, should Council determine to approve the application, a planning condition can be applied, limiting the frequency of deliveries and requiring that the ute is unloaded under cover.</p> <p>Potential negative effects on surrounding property values are not considered valid grounds to object to a planning application.</p>
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			<p>With regard to the questions that have been raised over the processing of chickens, the proponents have responded that they currently sell prepared chicken mince and chicken carcasses that are obtained from a supplier. They have stated that they do not process poultry and have no intention of doing so. Should Council determine to approve the application, a planning condition can be applied to limit the business to processing kangaroos only.</p>
4	Public submission	<p>We live in the neighbourhood and are very against this application, as we moved here for the country life.</p> <p>Paul's Pet Food had to be in a noxious industry area and we feel that this kangaroo meat processing plant should not be allowed in a rural area with children around. There is no deep sewer for this facility and we are worried about what will end up in our farming drains. This is very low-lying land and septic tanks will overflow and smell very bad.</p> <p>Lots of people are very upset about this matter and I'm sure that you would not like this anywhere near your family or your home. I don't think having dead animals and guns around families is a good idea.</p> <p>This has made a lot of people nervous about prices falling for their properties.</p> <p>This needs to be in an area more suited to industry. I am hoping that sense prevails on this matter.</p>	<p>The submission is upheld in part.</p> <p>It is acknowledged that there are amenity concerns associated with the proposal, specifically:</p> <ul style="list-style-type: none"> <li>• Effluent disposal; and</li> <li>• General odour nuisance.</li> </ul> <p>Processing is to be undertaken indoors and odour nuisance should not be an issue. However, the proponents have not provided detail of how any solid waste will be disposed of. The proponents have stated that all of the carcasses are processed into pet food, excepting the skins, which are sold on, although there is still potential for waste products to be generated; for example, material removed from traps or filters in the effluent disposal system. It is unclear how this waste would be disposed of. However, should Council determine to approve the application, this can be addressed by the</p>

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			<p>application of a planning condition setting appropriate requirements for waste storage and disposal.</p> <p>Effluent disposal is governed by the environmental health regulations and the <i>Draft Country Sewerage Policy</i>. However, there are concerns over the disposal of effluent on the lot. There is an existing septic tank and leach drains on-site, which are located, according to the approved plans for the installation of the apparatus, to the front of the property. This could present a problem with the provision of a parking area at the front of the property, as indicated on the submitted plans, as the drainage fields must not be in a trafficable location. The precise scale of the operation is also unknown, which creates uncertainty over the suitability of the existing septic system to cope with the effluent outfall. However, should Council determine to approve the application, these matters can be addressed by the application of appropriate planning conditions.</p> <p>Effects on property values are not considered valid grounds to object to a planning application.</p>
5	Public submission	<p>I am writing to express my concern over the proposed kangaroo meat processing centre on Lower Denmark Road. I recognise that this type of industry needs a suitable location to operate from; however, I would consider the 'lifestyle' farmlet of the proposed location to be inappropriate for several reasons.</p> <p>The proposed kangaroo abattoir is located on a main tourist route into Albany. The most significant concern would be the close proximity of the facility to neighbouring lifestyle properties. This type of industry would be in conflict with</p>	<p>The submission is upheld in part.</p> <p>It is acknowledged that there are concerns associated with the proposal, specifically:</p> <ul style="list-style-type: none"> <li>• Compatibility of the proposed business with the character of the surrounding area.</li> </ul>

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		<p>people who selected to live in a non-industrial, semi-rural environment.</p>	<p>It is considered that the proposed business is not compatible with the character of the surrounding area. The proposal is solely for a rural industry and shop and although the proponents have indicated an intention to build a home and live on the property at some time in the future, this is not guaranteed. Although the surrounding lots are zoned 'Rural', they are relatively small, at approximately 2-4ha and are used primarily for residential purposes, with some owners operating hobby farms or undertaking rural pursuits, such as the keeping of horses. Due to the significant amenity concerns that have been raised, it is considered that the proposed use would be more appropriately located in an industrial area or on a large rural property.</p>
<p>6</p>	<p>Public submission</p>	<p>We are writing this letter to express our concern over the proposed kangaroo meat processing and shop for 795 Lower Denmark Road.</p> <p>We feel that this is an inappropriate location, as most boundary and close proximity neighbours are all on small lifestyle blocks, and this type of industry is in conflict with these people who have chosen to live in a non-industrial, semi-rural environment.</p>	<p>The submission is upheld in part.</p> <p>It is acknowledged that there are concerns associated with the proposal, specifically:</p> <ul style="list-style-type: none"> <li>• Compatibility of the proposed business with the character of the surrounding area.</li> </ul> <p>It is considered that the proposed business is not compatible with the character of the surrounding area. The proposal is solely for a rural industry and shop and although the proponents have indicated an intention to build a home and live on the property at some time in the future, this is not guaranteed. Although the surrounding lots are zoned</p>

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			<p>'Rural', they are relatively small, at approximately 2-4ha and are used primarily for residential purposes, with some owners operating hobby farms or undertaking rural pursuits, such as the keeping of horses. Due to the significant amenity concerns that have been raised, it is considered that the proposed use would be more appropriately located in an industrial area or on a large rural property.</p>
7	Public submission	<p>We have considered the matter carefully. We do not agree with the plans for this to go ahead. The reasons are:</p> <ul style="list-style-type: none"> <li>• Possible groundwater contamination concerns;</li> <li>• The possibility of our horses being distressed by the smell of blood – their paddock is close to the proposed facility; and</li> <li>• Possible reduction in the value of our property.</li> </ul> <p>The reason we purchased our 'lifestyle' property is so that we can enjoy country life. We are therefore keen to keep the area solely farming/residential.</p> <p>We do not see the meat processing facility as an added attraction to the area.</p> <p>We are sorry that our concerns run counter to the request of the new owners of the property, who have written to request permission for their business to go ahead.</p>	<p>The submission is upheld in part.</p> <p>It is acknowledged that there are concerns associated with the proposal, specifically:</p> <ul style="list-style-type: none"> <li>• Contamination of groundwater;</li> <li>• Distress caused to horses by the scent of blood;</li> <li>• Decreased property values.</li> </ul> <p>Effluent disposal is governed by the environmental health regulations and the <i>Draft Country Sewerage Policy</i>. However, there are concerns over the disposal of effluent on the lot. There is an existing septic tank and leach drains on-site, which are located, according to the approved plans for the installation of the apparatus, to the front of the property. This could present a problem with the provision of a parking area at the front of the property, as indicated on the submitted plans, as the drainage fields must not be in a trafficable location. The precise scale of the operation is also unknown, which creates uncertainty over the suitability of the existing septic system to</p>

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			<p>cope with the effluent outfall. However, should Council determine to approve the application, these matters can be addressed by the application of appropriate planning conditions.</p> <p>It is unknown if horses are affected as described, although anecdotal evidence suggests that some horses may react badly to the smell of blood. Although the processing is to be undertaken indoors and odour nuisance should not be an issue, horses on neighbouring properties may be disturbed by the smell of blood when carcasses are delivered to the premises on an open ute. However, the proponents have responded to this matter and claim that most of the blood has been drained from the carcasses by the time they are delivered to the property.</p> <p>Potential negative effects on surrounding property values are not considered valid grounds to object to a planning application.</p>
8	Public submission	<p>We have written to strongly oppose this business in our area. We bought this five acre lifestyle property four years ago for the fresh country air and peaceful farmlet lifestyle, not to live next to a pet food shop. Now our family home is threatened; facing devaluation and the area turning into an industrial/commercial area.</p> <p>This business will devalue our home. We feel that like us, no-one would want to buy/rent next to a pet food shop. If we were to try to sell, we wouldn't be able to. Please ask yourself if you, personally, would want to live next to a pet food shop? We want the sight of trees and live animals, not a business that could one day expand in Cuthbert.</p> <p>Our block is zoned rural and 14km away from the centre of Albany; it is a lifestyle block. The proposal makes it sound as though the business is to be started on a rural outback block, but the</p>	<p>The submission is upheld in part.</p> <p>It is acknowledged that there are concerns associated with the proposal, specifically:</p> <ul style="list-style-type: none"> <li>• Decreased property values;</li> <li>• Compatibility of the proposed business with the character of the surrounding area;</li> <li>• Potential for the proposed business to expand;</li> <li>• Possibility of setting an unwanted precedent;</li> <li>• Waste disposal;</li> <li>• Contamination of</li> </ul>

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		<p>block is five acres in the middle of lifestyle-sized five acre blocks; not on 100 acres, so this will affect families and their homes.</p> <p>I have reason to believe that the pet food business would be a 'noxious' industrial zoned business. Noxious describes offensive or polluting business. Doesn't this belong in a suitable area, like Paul's Pet Foods? Aren't these the regulations?</p> <p>We fear that if the pet food shop expands and even sells meat for human consumption like their proposal states, wouldn't the meat have to come from an abattoir for health regulations? This would mean more smell, blood, waste and flies affecting more lifestyle properties.</p> <p>The proposal says that all of the animal will be used in pet food. The proposal isn't clear where the skins will go, plus if they are grinding the bones, the machine won't be a small, quiet machine as suggested, so noise will be a factor as well.</p> <p>I fear that their septic tank will pollute our underground water, plus our pasture. Many households use bore water for drinking, gardening and everyday living. Would it be guaranteed that their waste would not pollute our water, especially if they expand? I believe there will be an environmental effect to Cuthbert.</p> <p>We are concerned that all neighbours weren't notified of the application by letter from the Council. Had they been informed, there would be more fair feedback to oppose the business. There are only eight neighbours and two of them that I know of weren't notified, so I don't know how many letters you sent out to get a fair response.</p> <p>We do not wish to hear excess motor vehicle noise at 12pm at night, when kangaroos are dropped off. This also doesn't guarantee that excess traffic won't be at a later time, as it depends on the property and when they get their numbers.</p> <p>They might be trying to stabilise their future with their family business, which is wonderful; just not in this area. We too are a small, young family, securing a lifestyle family property that our young children can grow up on, where there is no threat of a smelly, noisy business of this nature devaluing it. This property is our dream and I'm guessing that many others in this area have the same dream, so why should that be taken away from all of us?</p>	<p>groundwater;</p> <ul style="list-style-type: none"> <li>• Lack of consultation;</li> <li>• Noise and disturbance caused by the late night delivery and unloading of carcasses; and</li> <li>• Classification of the land use.</li> </ul> <p>Potential negative effects on surrounding property values are not considered valid grounds to object to a planning application.</p> <p>It is considered that the proposed business is not compatible with the character of the surrounding area. The proposal is solely for a rural industry and shop and although the proponents have indicated an intention to build a home and live on the property at some time in the future, this is not guaranteed. Although the surrounding lots are zoned 'Rural', they are relatively small, at approximately 2-4ha and are used primarily for residential purposes, with some owners operating hobby farms or undertaking rural pursuits, such as the keeping of horses. Due to the significant amenity concerns that have been raised, it is considered that the proposed use would be more appropriately located in an industrial area or on a large rural property.</p> <p>There is potential for the business to expand and it is unclear what form this would take. Any fundamental change would likely trigger a change in land use classification, requiring a new Planning Scheme Consent to be obtained. However, as the precise scale of the operation is largely unknown, there is potential</p>
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		<p>Our neighbours' back door is only 40m away from the proposed pet food processing shed. Surely there is some regulation to protect that poor family's home? It won't be much of a lifestyle for them if this goes ahead.</p> <p>There is nothing in this proposal that says that the applicants will live on-site. If they won't live next to it, why should we? They will be using this area as a commercial/business while we have family homes here – this is far from acceptable. Their Narrogin business was considered an abattoir, so why wouldn't this one?</p> <p>We hope you read this letter through our eyes and ask this simple question to yourself: Would you want to live/buy/rent next to a pet food shop? Kangaroo meat does smell and it's not an appealing kind of business that anyone would want to live next to. This will devalue our home and we hope that you come to the right decision and do not approve this business in our area.</p>	<p>for expansion within the boundaries of the current application that could have further detrimental effects on the amenity of the area.</p> <p>Should Council determine to approve the application, appropriate planning conditions limiting the number of employees and the frequency and size of deliveries can be imposed to limit the size of the proposed operation. However, should the proponents be aggrieved by Council's decision or any attached conditions, they may seek a review of that decision through the State Administrative Tribunal.</p> <p>It is not considered that the approval of this application would set an unwanted precedent in terms of land use, as a number of land uses, including rural industries, are permissible in the 'Rural' zone. However, there is a danger of setting an unwanted precedent where proposals may be at odds with the prevailing land uses in their surrounding area, or there is a significant amount of public objection.</p> <p>Processing is to be undertaken indoors and odour and noise nuisance should not be issues. However, the proponents have not provided detail of how any solid waste will be disposed of. The proponents have stated that all of the carcasses are processed into pet food, excepting the skins, which are sold on, although there is still potential for waste products to be generated; for example, material removed from traps or filters in the effluent</p>
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			<p>disposal system. It is unclear how this waste would be disposed of. However, should Council determine to approve the application, this can be addressed by the application of a planning condition setting appropriate requirements for waste storage and disposal.</p> <p>Effluent disposal is governed by the environmental health regulations and the <i>Draft Country Sewerage Policy</i>. However, there are concerns over the disposal of effluent on the lot. There is an existing septic tank and leach drains on-site, which are located, according to the approved plans for the installation of the apparatus, to the front of the property. This could present a problem with the provision of a parking area at the front of the property, as indicated on the submitted plans, as the drainage fields must not be in a trafficable location. The precise scale of the operation is also unknown, which creates uncertainty over the suitability of the existing septic system to cope with the effluent outfall. However, should Council determine to approve the application, these matters can be addressed by the application of appropriate planning conditions.</p> <p>The proposal was advertised in accordance with Clause 5.1.2.3 of <i>Town Planning Scheme No. 3</i> from 4 July 2013 to 25 July 2013. An advertisement was placed in the public notice section of the <i>Albany &amp; Great Southern Weekender</i>. The City also wrote directly to</p>
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			<p>eight surrounding landowners, seeking their comments, and placed a site notice on the road verge at the end of the driveway into the property. It is considered that adequate measures were taken to ensure that the community were fully informed of the proposal.</p> <p>The arrival of a vehicle at the property late at night is not a significant concern in itself, as it is no different to a private individual arriving home late. However, it is unclear if the ute will be unloaded outdoors or under cover and what the exact frequency of this occurrence will be. If the ute is unloaded outdoors, there may be a need for floodlighting and noise would not be well contained. This has the potential to be a significant nuisance to adjoining neighbours. Although unloading under cover would mitigate these concerns, frequent deliveries would still have the potential to cause nuisance to adjoining neighbours. However, should Council determine to approve the application, a planning condition can be applied, limiting the frequency of deliveries and requiring that the ute is unloaded under cover.</p> <p>The proposal was defined as an 'Industry – Rural' and 'Shop' for purposes of assessment, as it was considered that of the various land uses listed in <i>Town Planning Scheme No. 3</i>, this was the most appropriate description of the proposed use. Although this use is listed in <i>Town Planning Scheme No. 3</i>, no definition is provided. However, it is</p>
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			<p>defined in the <i>Town Planning Regulations 1967 Appendix B Model Scheme Text</i> as “an industry handling, treating, processing or packing rural products.”</p> <p>‘Abattoir’, is not a use listed in the <i>City of Albany Town Planning Scheme No. 3</i>. However, it is listed in a number of other Town Planning Schemes throughout the region and is typically defined, as in <i>Shire of Plantagenet Town Planning Scheme No. 3</i>, as “land and buildings used for the slaughter of animals for human consumption and the treatment of carcasses, offal and by-products.” While this land use classification was considered by Staff, it was determined that it did not accurately describe the proposal, which is a small-scale processing operation and does not involve the holding of live animals, slaughter of live animals or handling and disposal of offal, etc.</p>
9	Public submission	<p>I would like to voice my concerns, as listed below:</p> <ul style="list-style-type: none"> <li>• It appears that this land has been solely purchased for the purpose of being the premises for this industry, when it is not zoned for industry. The area of Cuthbert is a rural/lifestyle area and not commercial/industry. This business cannot even be considered as a ‘backyard business’, as there is no residence.</li> <li>• Allowing this business (non-rural industry) to be conducted on a small property would set a precedent for other commercial businesses to be established in non-commercial/industry zoned properties.</li> <li>• Possibility of future expansion does cause concern, as it may affect the quiet rural lifestyle of the area, also affecting the traffic flow on the Lower Denmark Road.</li> </ul>	<p>The submission is upheld in part.</p> <p>It is acknowledged that there are concerns associated with the proposal, specifically:</p> <ul style="list-style-type: none"> <li>• Compatibility of the proposed business with the character of the surrounding area;</li> <li>• Possibility of setting an unwanted precedent;</li> <li>• Potential for the proposed business to expand; and</li> <li>• Decreased property values.</li> </ul> <p>It is considered that the proposed business is not compatible with the</p>

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		<ul style="list-style-type: none"> <li>• This type of industry would decrease the value of the real estate within the neighbourhood.</li> </ul> <p>As shown above, the concerns I have with regard to this proposal will be similar to the concerns of other residents in the area. I believe that small businesses should be encouraged but I do also strongly believe that a non-rural industry such as meat processing and a shop should not be placed in a rural area, consisting mainly of lifestyle properties. The traffic that will be visiting the premises could cause congestion in that area of the Lower Denmark Road and possibly safety issues due to the road having an 80km/h speed limit.</p>	<p>character of the surrounding area. The proposal is solely for a rural industry and shop and the proponents have not indicated an intention to build a home and live on the property. Although the surrounding lots are zoned 'Rural', they are relatively small, at approximately 2-4ha and are used primarily for residential purposes, with some owners operating hobby farms or undertaking rural pursuits, such as the keeping of horses. Due to the significant amenity concerns that have been raised, it is considered that the proposed use would be more appropriately located in an industrial area or on a large rural property.</p> <p>It is not considered that the approval of this application would set an unwanted precedent in terms of land use, as a number of land uses, including rural industries, are permissible in the 'Rural' zone. However, there is a danger of setting an unwanted precedent where proposals may be at odds with the prevailing land uses in their surrounding area, or there is a significant amount of public objection.</p> <p>There is potential for the business to expand and it is unclear what form this would take. Any fundamental change would likely trigger a change in land use classification, requiring a new Planning Scheme Consent to be obtained. However, as the precise scale of the operation is largely unknown, there is potential for expansion within the boundaries of the current application that could have further detrimental effects</p>
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			<p>on the amenity of the area.</p> <p>Should Council determine to approve the application, appropriate planning conditions limiting the number of employees and the frequency and size of deliveries can be imposed to limit the size of the proposed operation. However, should the proponents be aggrieved by Council's decision or any attached conditions, they may seek a review of that decision through the State Administrative Tribunal.</p> <p>Potential negative effects on surrounding property values are not considered valid grounds to object to a planning application.</p>
10	Public submission	<p>We are opposed to the proposal as outlined in application P2130186. I have outlined below each of the reasons for our objection.</p> <p><u>Value of commercial land</u></p> <p>As a holder of commercial land in this town, I would like to raise an objection to the City of Albany permitting this sort of 'home business' from rural land. Commercial land exists for individuals or entities to conduct business from; residential type areas should be free of commercial enterprises. When the City permits individuals or entities to conduct business from the residential/rural properties you are eroding the value of commercial property. How can the City expect people to invest in commercial property in this town if its value is being eroded by approving applications such as this? The City should be promoting growth through encouraging investment, not by diminishing its value.</p> <p><u>Noxious industry</u></p> <p>Our operation, similar to the applicants', processes kangaroo carcasses; we are required to be in the 'Noxious Industry' zone. Therefore, I am confused as to how the City could contemplate an application to establish a similar operation from a rural zone.</p> <p>I am assuming that the rural zone exists to permit people to run farms, maybe with limited</p>	<p>The submission is upheld in part.</p> <p>It is acknowledged that there are concerns associated with the proposal, specifically:</p> <ul style="list-style-type: none"> <li>• Decreased commercial property values;</li> <li>• Compatibility of the proposed business with the character of the surrounding area;</li> <li>• Scale of the proposed operation;</li> <li>• Facility standards;</li> <li>• Competitive fairness; and</li> <li>• Employment.</li> </ul> <p>Potential negative effects on property values are not considered valid grounds to object to a planning application.</p> <p>The development of certain types of industry on 'Rural' zoned land is permissible under the provisions of <i>City of Albany Town Planning Scheme No. 3</i>.</p>

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	<p>production activities permitted. If so, it would be connected to the activity of growing something from that land. For example, it may be appropriate to consider letting a vineyard conduct a winery from a rural property; there is a nexus between the land and the processing on that land. In this application there is not nexus between the land the proposed meat processing operation. Stand-alone processing is more appropriately conducted from land set aside for industrial use.</p> <p>Many people find our industry unsavoury, which is why we belong in a noxious industry zoning. Even though I run a business like this, I wouldn't want one set up next door to where I live. It has the potential to harm the property values of the immediate neighbours. I believe that the City has a duty to all the people in this area to ensure that the investment that they have made in their homes is not adversely affected by the City approving this application.</p> <p>Further, I find it interesting that the City can make a business such as Great Southern Seafoods relocated from their previous address at Kitson Road, yet consider permitting this application. This application has the potential to harm more residences than where Great Southern Seafoods were. Wouldn't approving one business in this area be inconsistent with the removal of another from the same area?</p> <p><u>Scale of the operation</u></p> <p>From speaking to officers from the City, I get the impression that because the size of the proposed operation appears (at this stage) to be smaller than our operation, then it might be permissible for their operation to trade as proposed. I find this kind of thinking alarming; I disagree that the size of any operation should impact a decision as to whether a certain activity is permissible within a certain zone. Surely the activity governs the appropriateness of its operation within a zone or area, not its size.</p> <p>Further, should there be any logic to this type of thinking, what if any restrictions will be put on this application to ensure that they continue to remain a 'small operation'? What is to stop the applicant growing past what is an 'acceptable' size? Once granted there is nothing to stop them reaching or exceeding the size of our operation or larger. In fact, if granted, the applicant will be operating from a similar size piece of land as we do.</p> <p>Given the applicant is proposing a shop front in addition to a processing room they are proposing</p>	<p>While it is correct that the meat products being processed and packaged do not come from animals reared on the subject lot, the kangaroos used are culled on rural properties, which is considered sufficient for the business to meet the definition of a 'rural industry'.</p> <p>Potential negative effects on surrounding property values are not considered valid grounds to object to a planning application.</p> <p>The size of the proposal has little bearing on its permissibility. However, it is a factor in assessing the likely impact it will have on the amenity of surrounding properties. The precise scale of the operation is still unclear, although it is likely to be a small operation if only one shoot is conducted per week.</p> <p>Should Council determine to approve the application, planning conditions can be applied to restrict the scale and/or intensity of the operation. For example, an agreed limit could be placed on the number of carcasses processed, or customer visits could be restricted to appointments only. However, should the proponents feel aggrieved by such conditions, they would have the right to seek a review by the State Administrative Tribunal.</p> <p>All development would subject to the environmental health regulations.</p> <p>The proponents have not provided detail of how any solid waste will be disposed of. The proponents have stated</p>
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		<p>to conduct a business exactly like ours. We are a processing room with a small shop front. Why would they be given concessions as to zoning for conducting business of a similar nature to ours?</p> <p><u>Standard of fit out</u></p> <p>I would hope that should this application be successful, that the applicant be subject to a similar standard of fit out for their premises as is imposed upon us. That is, their factory is lined with commercial grade washable walls, etc. and a suitable system for waste management. Even if the applicant is considered to be a smaller operation than ours, they should still be subject to the same health regulations.</p> <p>I notice that their application contains a septic tank. I would have thought that it is more appropriate that they be connected to sewerage as we have to be. Their proposed operation is very close to Lake Powell and is in a water catchment area. If their operation can't be connected to the sewerage system, then surely it is inappropriate to consider allowing this sort of business to operate in this area, given the potential damage to the lake and the quality of drinking water for the region. I note that they are considering putting in 'a series of traps' to capture the meat products. Whilst these traps might capture chunks of meat, bone, etc. they are not likely to completely filter and cleanse the water to prevent the potential damage as outlined above. I hope that the City refers this application to the Water Corporation or other bodies, such as the Water and Rivers Commission, for a proper assessment of potential damage to the environment and determination of the appropriateness of allowing this operation in this area. Further, it should be ensured that they apply for the appropriate commercial waste systems and licenses as we are required to do.</p> <p><u>Level Playing Field</u></p> <p>The rates levied by the City on rural land are lower than the rates levied on commercial property. When the City permits individuals or entities to operate businesses from non-commercial addresses, the City can be accused of promoting an environment that does not permit a level playing field due to the rate differential.</p> <p>Whilst I do not expect the City to protect my business by restricting competition, I also do not expect that it will allow others to compete from their homes, thus incurring a lower cost base than those of us who run premises from</p>	<p>that all of the carcasses are processed into pet food, excepting the skins, which are sold on, although there is still potential for waste products to be generated; for example, material removed from traps or filters in the effluent disposal system. It is unclear how this waste would be disposed of. However, should Council determine to approve the application, this can be addressed by the application of a planning condition setting appropriate requirements for waste storage and disposal.</p> <p>Effluent disposal is governed by the environmental health regulations and the <i>Draft Country Sewerage Policy</i>. However, there are concerns over the disposal of effluent on the lot. There is an existing septic tank and leach drains on-site, which are located, according to the approved plans for the installation of the apparatus, to the front of the property. This could present a problem with the provision of a parking area at the front of the property, as indicated on the submitted plans, as the drainage fields must not be in a trafficable location. The precise scale of the operation is also unknown, which creates uncertainty over the suitability of the existing septic system to cope with the effluent outfall. However, should Council determine to approve the application, these matters can be addressed by the application of appropriate planning conditions.</p> <p>The proposal was not</p>
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		<p>commercial land.</p> <p><u>Nothing different</u></p> <p>The applicant has failed to outline any new service or product that they are providing over and above what our business provides. If they were proposing something different, maybe of a gourmet nature, then there may be merit in their application. I did not notice anything in the documentation supporting the application indicating that that they were seeking to fill a niche market, or do something substantially different to what is currently on offer, that would justify establishing this operation in a rural area.</p> <p><u>Employment within Albany</u></p> <p>In addition to the owners of this business, our operation employs four staff; the establishment of a 'Home Business' in our industry threatens the livelihoods of those families in this town, significantly more than the proposed benefits to one family as outlined in the application.</p> <p>For the reasons outlined above I would hope that the City of Albany will reject the application to establish a kangaroo processing facility at 795 Lower Denmark Road.</p>	<p>directly referred to the Department of Water as it was not considered necessary. However, the Department of Water did contact the City for further information. After being advised of what the proposal entailed, the Department of Water confirmed that they had no objection.</p> <p>The comments regarding the rating of rural land versus commercial land are noted. However, as explained above, the development of certain types of industry on 'Rural' zoned land is permissible under the provisions of <i>City of Albany Town Planning Scheme No. 3</i>.</p> <p>While the comments are noted, the fact that the proposal is broadly similar to an existing industry and does not offer a significant point of difference relates to commercial competition, which is not a valid planning consideration.</p> <p>Similarly, comments regarding employment are noted, but again relate to commercial competition and are not a valid planning consideration.</p>
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City of Albany Records  
 Doc No. ICR13107692  
 File: A215293  
 Date: 16 AUG 2013  
 Officer: AOP1;MPS

**TO WHOM IT MAY CONCERN**

**RE: PROPERTY 795 LOWER DENMARK ROAD**

Attach.  
 Box  
 Voi  
 Box+Voi

To address the concerns of the neighbours in our area being of 795 Lower Denmark Road, I begin from the start of the first letter and continue through to the end of the last of the letters submitted to the council.

In a lot of cases I will make comparisons as to make clear from our stand point.

Firstly the word "ABATTIOR" has been used which to use the definition in the dictionary is a "slaughter house" which denotes that it is a "place for killing animals for food". We will NOT kill any animals on the proposed business site.

In the same sentence the complainant uses the words "offensive" and "barbaric". I don't know why they would find a perfect legal and professional business venture offensive as for barbaric i.e. "savagely cruel". We do everything humanely and professional as per DEC Guidelines with as little or no distress on the kangaroos so we find it offensive that the word Barbaric would be used insinuating that we maim and injure the kangaroos.

What we do is no worse or even less so than docking sheep's' tails or gentiles. Also what we do, being the culling what can be a pest and detrimental to crops and fences and vehicles on our road and is a necessity.

I ask these people if they would like their back yard full of kangaroos making a mess of their property and being a danger to their children as this is what would happen if these animals weren't culled.

It has been stated that we are planning to process chicken. We currently <sup>SELL</sup> send chicken mince and carcasses which we purchase ready to sell from a supplier so therefore we have no intention of processing our own poultry.

In numerous letters people have stated that they don't want their "quiet lifestyle" to change. We can guarantee that nothing will change except for the fact that they have new neighbours which I will elaborate on in detail through this letter.

"Horses being affected by the smell of blood" – even if these horses were in our paddocks they wouldn't be affected as the kangaroos are gutted where they are shot and hung which is where 9/10ths of the blood is released from the animal. If I were to purchase half a cow from the butcher, bring it home, cut it up into meal proportions then put it in the fridge ready to cook there would be the same amount of blood from the kangaroos we bring home.

We have spoken to several veterinarians about this and they are very surprised that this person would think that this would be an issue. The Vets explained that if the horses were around when the kangaroos were being culled it may affect them but not a carcass being delivered to a cool room located inside a shed where the horses are at least 300 – 400 metres away.

Quote in letter 2 “The lot is not suitable for substantial or industrial enterprise”- As previously explained to our neighbours we are not a large business, it is just the two of us on a very small scale. If we get to the point of expanding we plan to move the business to another premises as we don’t think a large size business with staff etc. would suit there. Our purpose of doing the business from these premises at the moment is so we can incorporate making a living to provide for our young children whilst still being able to be with them in a safe and beautiful environment such as there and not having to put them into full time day care while we work 80 hours a week. Our eldest boy is in pre-primary and our twins start school in 18 months so until then we are not looking at becoming a “substantial business”. We also can say our neighbours and their children will not be subjected to anything different than to the normal “quiet lifestyle” they are used to as that is what our children will be experiencing too.

Our highest intention is that no one including our own children will be subjected to anything that could offend or upset them.

“Excess Odour” – Everything is processed straight away and put into sealed bags and put into the freezer immediately therefore there will be no excess odour.

I do understand people's concerns as when one thinks of a dead kangaroo it's automatic to think of the smell of a dead animal on the side of the road which we have all experienced. That smell is created by rotting meat and innards of the dead animal. What we bring back to process smells no worse than a kg of sausages or a roast lamb. As for rotting meat as someone has quoted, how and why would we let our meat rot when we pride ourselves on the quality of our product and I can get all of our current customers to verify this.

“Noise” – We don’t use machines apart from a small mincer which is no louder than a blender. The noise from the trains going past numerous times day and night causes far more excessive noise than a blender or mincer. Our car is a normal 4 cylinder ute, has no beepers, and I have to ask if our neighbours had or had someone purchase this property who worked in an “on call” industry e.g. firefighter, would they be complaining about that person's car coming and going at different times?

“Excessive Flies” – As stated there are number of horses around us. Our business will attract no more flies than you having meat in your refrigerator. The horses however attract plenty of flies.

There are numerous areas in town mixing business and residential. One letter stated that everything is separated to specific locations. Examples are - Reeves who process their own meat at their shop, there are houses far closer to this than our present neighbours, Barf who are in a completely residential area who sell pet food from their house, the fish shop who have residential neighbours just up the road. There are houses around Pauls Pet Foods and the people who live directly behind have stated that they themselves have no issue of smell or flies and Pauls are a far bigger operation than we will ever be at Lower Denmark Road. Spencer Park Butchers have houses across the road again far closer, and that is just to name a few examples.

There is no chance of septic overflow and affection farming drains as they will be designed in conjunction with council and health department requirements and we require minimal water for this small amount of production.

As for dead animals and guns around neighbouring children, in Albany and surround alone there are 60 plus professional shooters who own guns and I wouldn't even hazard a guess as to how many other people own guns but I am sure it would be a substantial amount. They are required by law to be locked in secure place when not in use which is something we are diligent about ourselves having small children.

“Seeing Kangaroo Carcasses” – A lot of the professional shooter generally return in the early hours of the morning up to the hours of 7.30 – 8.00 am driving through town for passers-by to see e.g. early morning walkers, ours are delivered in the middle of the night when there is barely a sole awake let alone out and about.

When looking for a suitable place to do our pet food business we looked for a place with a shed and a house for us to live and work. Unfortunately our finances didn't allow what we wanted so when we saw 795 Lower Denmark Road we thought it would be a perfect place for us to start out our business and build a house when finances allow.

Though not living there at present the majority of our time will be spent there for both business and family life. We have already put sheep on the property our kids bikes and toys etc. and are setting it up as somewhere we can spend most of our time. So people complaining that we can't class it as a backyard business because we don't technically live there can rest assured we will be there most of the time and as stated our children will not be subjected to anything untoward as our neighbours and their children won't be either.

“Congestion of Traffic” – The shop we are intending, again, is on a small scale. We currently operate as a delivery service and will continue this service to our customers which will substantially minimise traffic flow to our retail outlet. To give an example of how this won't affect traffic there are people agisting horses on neighbouring properties with cars coming and going quite often on a daily basis but I haven't heard any neighbours complaining about traffic issues for that. Another example is I drive past Pauls Pet Foods on a regular basis and not once have had to stop for traffic going in or out and they are open 5 ½ days a week and carry far more stock than we would and have numerous staff.

In our letter we refer to doing Kangaroo meat for human consumption in the future, someone made a comment of this meat having to come from an Abattoir for health reasons creating more smell etc., there is no difference in the meat used except for the cut of meat and how it is prepared for human consumption.

Jason has completed a safe handling for meat course at TAFE which covers hygiene, bacteria, storage and processing of meat.

The skins will be sealed in bags directly after being removed, stored in a freezer and taken to Perth every fortnight to a wholesaler.

We do not have any need for grinding bones so there will be no noisy machine.

And, Finally the statement made that next door is 40 metres from the shed, firstly it is approximately 90 metres away from our shed, secondly we have spoken to Geoff our closest neighbour as we and the council encouraged our neighbours to call us to respond to their concerns and give them correct information and Geoff was the only neighbour who did so. The next closest neighbour to us is approximately 150 metres away so there is considerable distance for all neighbours especially in comparison to distance to previously mentioned businesses in town to their surrounding houses.

We sincerely hope we have clarified everyone's concerns and questions in this letter, but if anyone still has any further concerns we are always available to talk to and are an open book to anyone's questions.

We honestly believe our little business venture will have no effect on this beautiful area and our neighbours the only change will be a sign for our shop.

Thank you for your time

Regards

Jason Nicholas and Lisa Mclennan