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# ATTACHMENTS

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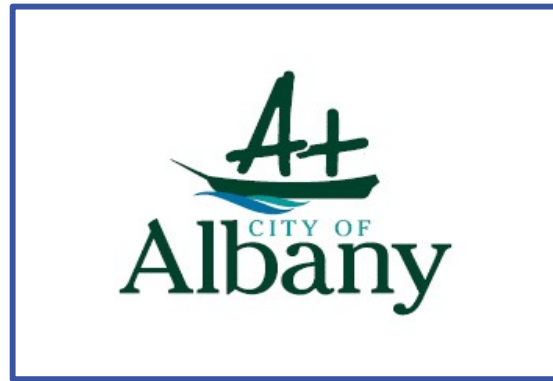
**Ordinary Meeting of Council**

**Tuesday 30 September 2025**

ORDINARY COUNCIL MEETING  
ATTACHMENTS – 30/09/2025

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## CITY OF ALBANY

### MONTHLY FINANCIAL REPORT

Containing the Statement of Financial Activity  
and the Statement of Financial Position

FOR THE PERIOD ENDED 31 JULY 2025

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

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**CITY OF ALBANY  
COMPILATION REPORT  
FOR THE PERIOD ENDED 31 JULY 2025**

**Report Purpose**

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulations 34 and 35.

**Overview**

No significant matters are noted.

The opening Surplus position carried forward from FY24/25 is subject to audit.

**Statement Of Financial Activity by Nature Classifications**

Shows a closing surplus for the period ended 31 July 2025 of \$58,914,544.

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

**Preparation**

Prepared by: Manager Finance

Reviewed by: Executive Director Corporate & Commercial Services

Date prepared: 01-Sep-2025

CITY OF ALBANY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2025

	Ref Note	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a) /(a)	Var.
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
Rates		49,401,889	49,401,889	49,232,392	49,154,725	(77,667)	(0%)	
Grants, subsidies and contributions		12,113,050	12,113,050	1,590,252	14,602	(1,575,650)	(99%)	▼
Fees and charges		25,558,054	25,558,054	3,175,821	9,208,009	6,032,188	190%	▲
Profit on asset disposal		-	-	-	-	-		
Interest Earnings		3,702,140	3,702,140	274,858	247,143	(27,715)	(10%)	
Other Revenue		66,318	66,318	5,321	6,169	848	16%	
		90,841,451	90,841,451	54,278,644	58,630,647			
<b>Expenditure from operating activities</b>								
Employee costs		(38,894,871)	(38,894,871)	(2,529,374)	(2,830,857)	(301,483)	12%	▲
Materials and contracts		(29,801,357)	(29,801,357)	(2,086,297)	(1,768,492)	317,805	(15%)	▼
Utility charges		(2,301,909)	(2,301,909)	(116,443)	(137,418)	(20,975)	18%	
Depreciation on non-current assets		(21,931,727)	(21,931,727)	(1,904,624)	(1,904,624)	-	-	
Finance costs		(366,067)	(366,067)	(16,911)	(447)	16,464	(97%)	
Insurance expenses		(1,206,851)	(1,206,851)	(65,518)	(475,255)	(409,737)	625%	▲
Loss on asset disposal		(622,496)	(622,496)	(51,855)	-	51,855	(100%)	
Other expenditure		(4,767,187)	(4,767,187)	(300,218)	(338,559)	(38,341)	13%	
less Allocated to Capital Works		1,583,432	1,583,432	220,948	81,693			
		(98,309,033)	(98,309,033)	(6,850,292)	(7,373,959)			
<b>Non-cash amounts excluded from operating activities</b>								
Add: Depreciation on assets		21,931,727	21,931,727	1,904,624	1,904,624	-	-	
Add: Loss on disposal of assets		622,496	622,496	51,855	-	(51,855)	(100%)	
Less: Profit of disposal of assets		-	-	-	-	-		
Add/Less: Implicit Interest		181,761	181,761	15,067	(53)	(15,120)	(100%)	
		22,735,984	22,735,984	1,971,546	1,904,571			
<b>Amount attributable to operating activities</b>		15,268,402	15,268,402	49,399,898	53,161,259			
<b>INVESTING ACTIVITIES</b>								
Capital grants, subsidies and contributions		59,732,297	59,732,297	50,362	-	(50,362)	(100%)	
Proceeds from disposal of assets		1,396,000	1,396,000	-	-	-		
Purchase of property, plant and equipment	5	(12,145,479)	(12,145,479)	(952,733)	(382,350)	570,383	(60%)	▲
Purchase and construction of infrastructure	5	(88,827,544)	(88,827,544)	(2,829,036)	(178,634)	2,650,402	(94%)	▲
<b>Amount attributable to investing activities</b>		(39,844,726)	(39,844,726)	(3,731,407)	(560,983)			
<b>FINANCING ACTIVITIES</b>								
Repayment of borrowings		(1,010,592)	(1,010,592)	(84,217)	-	84,217	(100%)	
Proceeds from borrowings		6,500,000	6,500,000	-	-	-	-	
Proceeds from self-supporting loans		15,551	15,551	-	-	-	-	
Payments for principal portion of lease liabilities		(208,548)	(208,548)	(17,379)	-	17,379	(100%)	
Transfers to reserves (restricted assets)		(23,666,139)	(23,666,139)	-	-	-		
Transfers from reserves (restricted assets)		37,929,917	37,929,917	-	-	-		
<b>Amount attributable to financing activities</b>		19,560,189	19,560,189	(101,596)	-			
<b>Surplus/(Deficit) for current financial year</b>		(5,016,135)	(5,016,135)	45,566,895	52,600,276			
Surplus/(Deficit) at start of financial year		5,016,135	5,016,135	5,016,135	6,314,268	1,298,133	-	▲
<b>Surplus/(Deficit): closing funding position</b>		-	-	50,583,030	58,914,544			

**CITY OF ALBANY**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 JULY 2025**

	Ref Note	31 July 2025	30 June 2025
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	66,932,920	68,835,170
Trade and other receivables		67,142,463	5,379,663
Other financial assets	2	15,551	15,551
Inventories	2	1,180,492	1,190,556
Other assets		5,843,550	5,757,003
<b>TOTAL CURRENT ASSETS</b>		<b>141,114,976</b>	<b>81,177,942</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		2,072,585	2,072,585
Other financial assets		274,806	274,806
Property, plant and equipment		174,942,714	174,603,469
Infrastructure		599,745,556	599,523,818
Right-of-use assets		363,326	363,326
<b>TOTAL NON-CURRENT ASSETS</b>		<b>777,398,987</b>	<b>776,838,004</b>
<b>TOTAL ASSETS</b>		<b>918,513,963</b>	<b>858,015,945</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables		18,263,604	12,779,986
Contract liabilities		5,084,595	3,378,157
Lease liabilities		230,662	230,715
Borrowings		1,013,885	1,013,885
Employee related provisions		7,435,858	7,289,157
Other provisions		209,434	209,434
<b>TOTAL CURRENT LIABILITIES</b>		<b>32,238,039</b>	<b>24,901,333</b>
<b>NON-CURRENT LIABILITIES</b>			
Other liabilities		921,311	921,311
Lease liabilities		241,288	241,288
Borrowings		3,085,023	3,085,023
Employee related provisions		744,736	744,736
Other provisions		11,272,376	11,272,376
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>16,264,734</b>	<b>16,264,734</b>
<b>TOTAL LIABILITIES</b>		<b>48,502,773</b>	<b>41,166,067</b>
<b>NET ASSETS</b>		<b>870,011,190</b>	<b>816,849,878</b>
<b>EQUITY</b>			
Retained surplus		413,228,343	360,067,031
Reserve accounts		51,191,390	51,191,390
Revaluation surplus		405,591,457	405,591,457
<b>TOTAL EQUITY</b>		<b>870,011,190</b>	<b>816,849,878</b>

## CITY OF ALBANY

### NOTES TO THE MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 JULY 2025

#### BASIS OF PREPARATION

##### BASIS OF PREPARATION

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

##### REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34 and 35*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

##### BASIS OF ACCOUNTING

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

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

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

##### PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 July 2025

##### SIGNIFICANT ACCOUNTING POLICES

##### CRITICAL ACCOUNTING ESTIMATES

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

##### THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

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

##### GOODS AND SERVICES TAX

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

##### ROUNDING OFF FIGURES

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

CITY OF ALBANY  
NOTES TO THE MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JULY 2025

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

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>OPERATING ACTIVITIES</b>					
<b>Revenue from operating activities</b>					
Rates	(77,667)	0%			No material deviations observed.
Grants, subsidies and contributions	(1,575,650)	-99%	▼	Timing	Variance is timing related, based on the timing of receiving operational grants along with the estimated monthly phasing of the annual budget. Large variances relate to recognition of financial assistance grants, events grants (primarily Bicentenary), motorplex and artificial fishing reef grants.
Fees and charges	6,032,188	190%	▲	Timing	Significantly higher than budget, primarily due to the raising of Waste Collection Charges as part of the issuance of rates. Income to be recognised over the entire financial year.
Profit on asset disposal	-				No material deviations observed.
Service Charges	-				No material variance.
Interest earnings	(27,715)	-10%			No material deviations observed.
Other revenue	848	16%			No material deviations observed.
<b>Expenditure from operating activities</b>					
Employee costs	(301,483)	12%	▲	Timing	Variance relates to the payment of first tranche of insurance premiums, notably workers compensation insurance. \$366k recognised in July 2025, to be recognised over the entire financial year, along with future payments of premiums.
Materials and contracts	317,805	-15%	▼	Timing	Primary variances relate to timing of waste collection costs to budget, making up \$401k of the underspend variance. Other significant variances (greater than a \$100k variance vs YTD budget) include Major Projects expenditure (motorplex and artificial fishing reef projects both underspend vs YTD budget), City Events expenditure and Library expenditure (both overspend vs YTD budget).
Utility charges	(20,975)	18%			No material deviations observed.
Depreciation on non-current assets	-	0%			No material deviations were observed; however, depreciation for July 2025 has not yet been calculated, as the focus has been on the revaluation of infrastructure as part of the FY2024/25 year-end procedures. Updated depreciation values will be recognised once the new asset valuations are finalised and entered into the City's new finance system. Figures for July 2025 are an estimate, as per the budget.
Finance costs	16,464	-97%			No material deviations observed.
Insurance expenses	(409,737)	625%	▲	Timing	Variance relates to the payment of first tranche of insurance premiums, to be recognised over the entire financial year, along with future payments of premiums.
Loss on asset disposal	51,855	-100%			No material deviations observed.
Other expenditure	(38,341)	13%			No material deviations observed.
<b>Non-cash amounts excluded from operating activities</b>					
Add: Depreciation on assets	-	0%			No material deviations observed.
Add: Loss on disposal of assets	(51,855)	-100%			No material deviations observed.
Less: Profit of disposal of assets	-				No material deviations observed.
Add/Less: Implicit Interest	(15,120)	-100%			No material deviations observed.
<b>INVESTING ACTIVITIES</b>					
Capital grants, subsidies and contributions	(50,362)	-100%			No material deviations observed.
Proceeds from disposal of assets	-				No material deviations observed.



CITY OF ALBANY  
NOTES TO THE MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JULY 2025

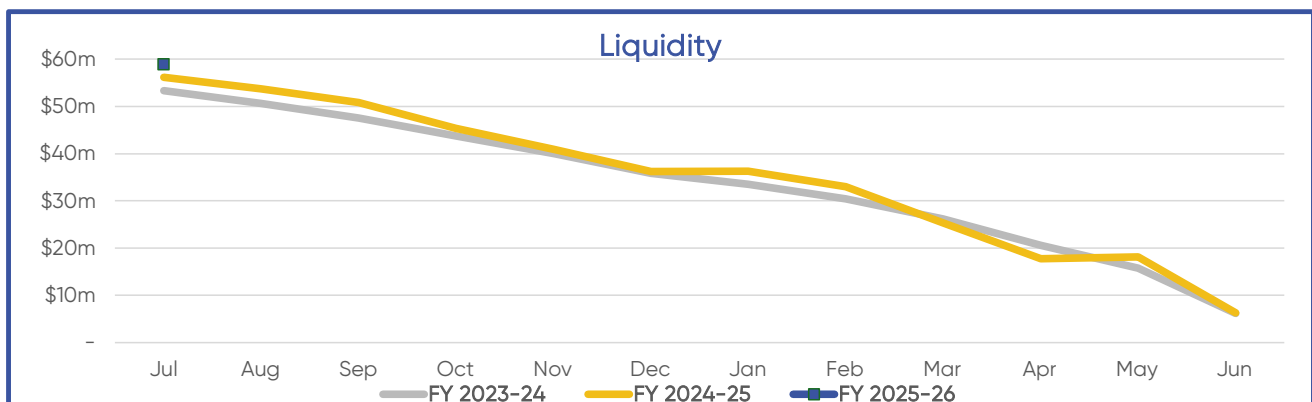
NOTE 1  
EXPLANATION OF MATERIAL VARIANCES TO YTD BUDGET IN EXCESS OF \$100,000

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Purchase of property, plant and equipment	570,383	-60%	▲	Timing	With the budget endorsed late July, minimal capital spend occurred during the month of July 2025. Variances are timing related and the phasing of monthly spend in the budget is to be considered when analysing variances. The underspend relative to YTD budget is attributable to the phasing of the following projects: - Kalgan Bush Fire Facility: Actual \$nil vs Budget \$101k - Public toilet renewal: Actual \$nil vs Budget \$49k - Fire Equipment Acquisitions: Actual \$nil vs Budget \$42k As at 31 July, 3% of the FY25/26 annual capital budget has been expended.
Purchase and construction of infrastructure	2,650,402	-94%	▲	Timing	With the budget endorsed late July, minimal capital spend occurred during the month of July 2025. Variances are timing related and the phasing of monthly spend in the budget is to be considered when analysing variances. The underspend relative to YTD budget is attributable to the phasing of the following projects: - Mueller St Housing Subdivision Project: Actual \$nil vs Budget \$1.2m - Surf Reef Project: Actual \$41k vs Budget \$412k - Trails: Actual \$nil vs Budget \$381k - Waste Transfer Station Construction: Actual \$1k vs Budget 247k. As at 31 July, 0.2% of the FY25/26 annual capital budget has been expended.
Non-current to current movement	-				No material deviations observed.
<b>FINANCING ACTIVITIES</b>					
Repayment of borrowings	84,217	-100%			No material deviations observed.
Proceeds from borrowings	-	0%			No material deviations observed.
Proceeds from self-supporting loans	-	0%			No material deviations observed.
Payments for principal portion of lease liabilities	17,379	-100%			No material deviations observed.
Restricted Cash Utilised	-				No material deviations observed.
Transfers to reserves (restricted assets)	-				No material deviations observed.
Transfers from reserves (restricted assets)	-				No material deviations observed.
Surplus/(Deficit) at start of financial year	1,298,133	0%	▲	Permanent	Closing funding position as at 30 June 2025 is still subject to audit review

CITY OF ALBANY  
NOTES TO THE MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JULY 2025

NOTE 2  
NET CURRENT ASSETS & FUNDING POSITION

	Ref Note	FOR THE PERIOD ENDED 31 JULY 2025	FOR THE PERIOD ENDED 30 JUNE 2025	FOR THE PERIOD ENDED 31 JULY 2024
		\$	\$	\$
<b>Current Assets</b>				
Cash - Unrestricted	3	15,732,873	17,643,780	18,013,966
Cash - Restricted	3	51,200,047	51,191,390	46,299,128
Trade Receivables - Rates and Rubbish	4	61,924,124	1,677,398	57,536,395
Trade Receivables - Other		5,218,339	3,702,265	2,613,668
Inventories		1,180,492	1,190,556	1,442,202
Grants Receivable		4,395,053	4,395,053	4,938,747
Other Current Assets		1,448,497	1,361,950	1,483,534
Other Financial Assets - Self Supporting Loan		15,551	15,551	15,074
		<b>141,114,976</b>	<b>81,177,942</b>	<b>132,342,713</b>
<b>Less: Current Liabilities</b>				
Trade & Other Payables		(18,263,604)	(12,779,986)	(17,191,225)
Contract Liabilities		(5,084,595)	(3,378,157)	(5,292,280)
Lease Liabilities		(230,662)	(230,715)	(195,599)
Borrowings		(1,013,885)	(1,013,885)	(1,137,544)
Provisions		(7,645,292)	(7,498,591)	(7,326,451)
		<b>(32,238,039)</b>	<b>(24,901,333)</b>	<b>(31,143,098)</b>
<b>Net Current Assets</b>		<b>108,876,937</b>	<b>56,276,609</b>	<b>101,199,615</b>
<b>Adjustments</b>				
Add Back: Borrowings		1,013,885	1,013,885	1,137,544
Add Back: Right of Use Liabilities		230,604	230,604	195,599
Add Back: Head-lease liability amortisation		58	111	53
(Less): Cash Backed Reserves		(51,191,390)	(51,191,390)	(46,332,431)
(Less): Other Financial Assets - Self Supporting Loan		(15,551)	(15,551)	(15,074)
		<b>(49,962,393)</b>	<b>(49,962,340)</b>	<b>(45,014,309)</b>
<b>Net Current Funding Position</b>		<b>58,914,544</b>	<b>6,314,268</b>	<b>56,185,306</b>



**COMMENTS:**

As at 31 July 2025, the Net Current Funding Position is \$2.7m (4.9%) higher than for the same period in FY2024/25.

No significant matters noted.

CITY OF ALBANY  
NOTES TO THE MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JULY 2025

NOTE 3  
CASH INVESTMENTS

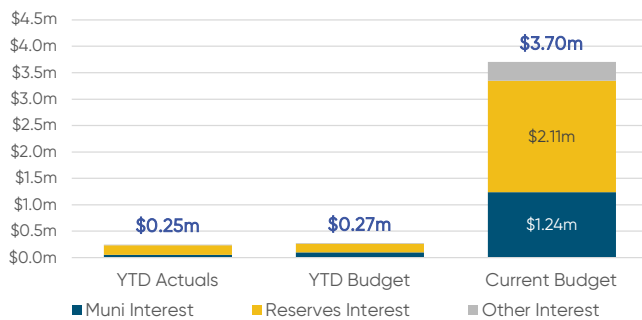
TERM DEPOSITS

Investment Type	Institution	S&P Rating	Interest Rate	Deposit Date	Maturity	Investment Term Category	Amount Invested (\$)	Expected Interest (\$)
General Municipal	Bendigo	A	4.50%	Apr-25	Oct-25	6 to 12 months	3,000,000	67,685
General Municipal	Rabo	A	4.50%	May-25	Nov-25	3 to 6 months	3,000,000	67,315
							<b>6,000,000</b>	<b>135,000</b>
Reserves (Restricted)	CBA	AA	4.63%	Feb-25	Aug-25	3 to 6 months	5,750,000	132,748
Reserves (Restricted)	CBA	AA	4.60%	Feb-25	Aug-25	3 to 6 months	5,000,000	114,055
Reserves (Restricted)	Bendigo	A	4.45%	Apr-25	Aug-25	3 to 6 months	5,000,000	73,151
Reserves (Restricted)	NAB	AA	4.65%	Apr-25	Sep-25	3 to 6 months	5,000,000	95,548
Reserves (Restricted)	NAB	AA	5.05%	Dec-24	Dec-25	6 to 12 months	7,500,000	378,750
Reserves (Restricted)	Westpac	AA	4.79%	Feb-25	Feb-26	6 to 12 months	8,500,000	407,150
Reserves (Restricted)	Rabo	A	4.32%	Jun-25	Dec-25	3 to 6 months	5,500,000	118,475
Reserves (Restricted)	NAB	AA	4.30%	Jun-25	Nov-25	3 to 6 months	5,500,000	97,192
Reserves (Restricted)	Westpac	AA	4.21%	Jul-25	Oct-25	0 to 3 months	750,000	7,959
							<b>48,500,000</b>	<b>1,425,026</b>
Weighted Average Interest Rate:			4.61%	SubTotal: Term Deposits:			54,500,000	1,560,026

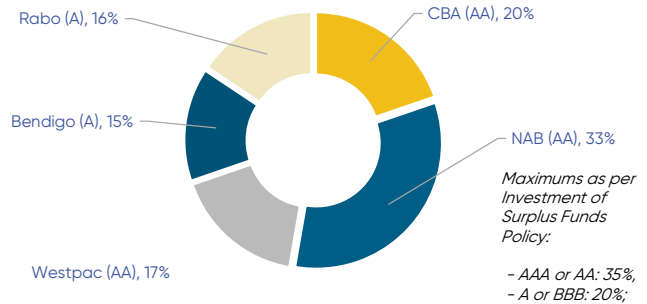
FUNDS AT-CALL

Type	Institution	S&P Rating	Interest Rate	Name / Purpose	Balance (\$)
General Municipal	CBA	AA	3.75%	Municipal Operating Account	9,732,744
General Municipal	CBA	AA	3.70%	Municipal Savings Account	129
Reserves (Restricted)	CBA	AA	3.75%	Reserve Transactional Account	2,700,047
Weighted Average Interest Rate:			3.75%	SubTotal: Funds At-Call:	12,432,920
TOTAL Weighted Average Interest Rate:			4.45%	Total Cash:	66,932,920

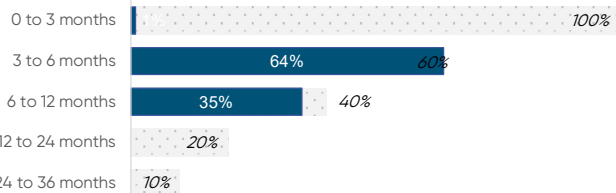
Interest Earnings



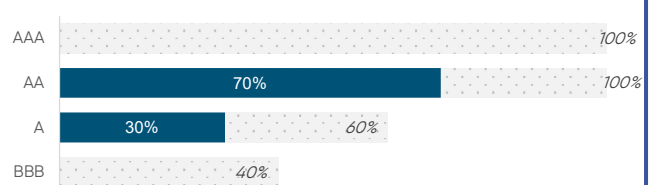
Counterparty Credit Limits



Term to Maturity Framework



Portfolio Credit Framework



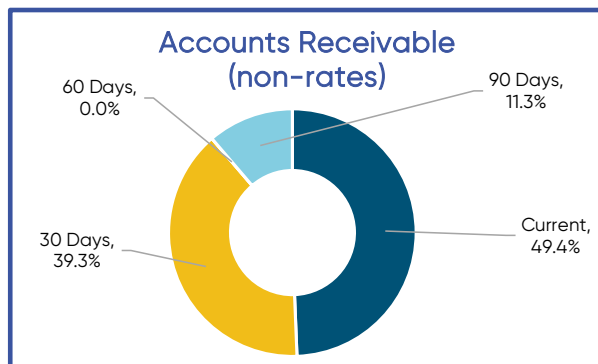
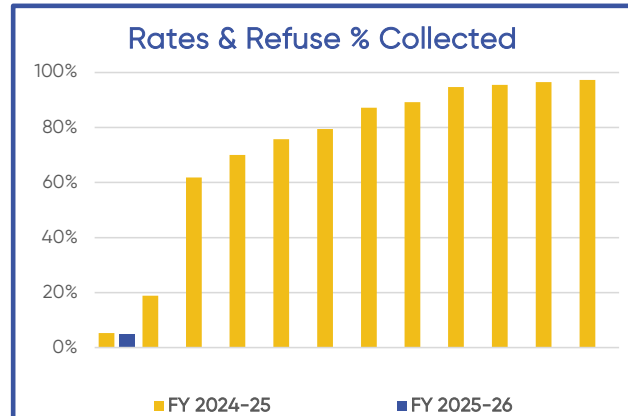
COMMENTS:

The portfolio is slightly out of policy parameters, with respect to the Term to Maturity Framework. The portfolio has 64% of investments in the 3 to 6 month range, whereas policy has a 60% threshold. The over exposure has arisen as a result of redeeming Municipal denominated term deposits, majority of which are short in term in nature (0 to 3 months) relative to reserve cash term deposits.

CITY OF ALBANY  
NOTES TO THE MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JULY 2025

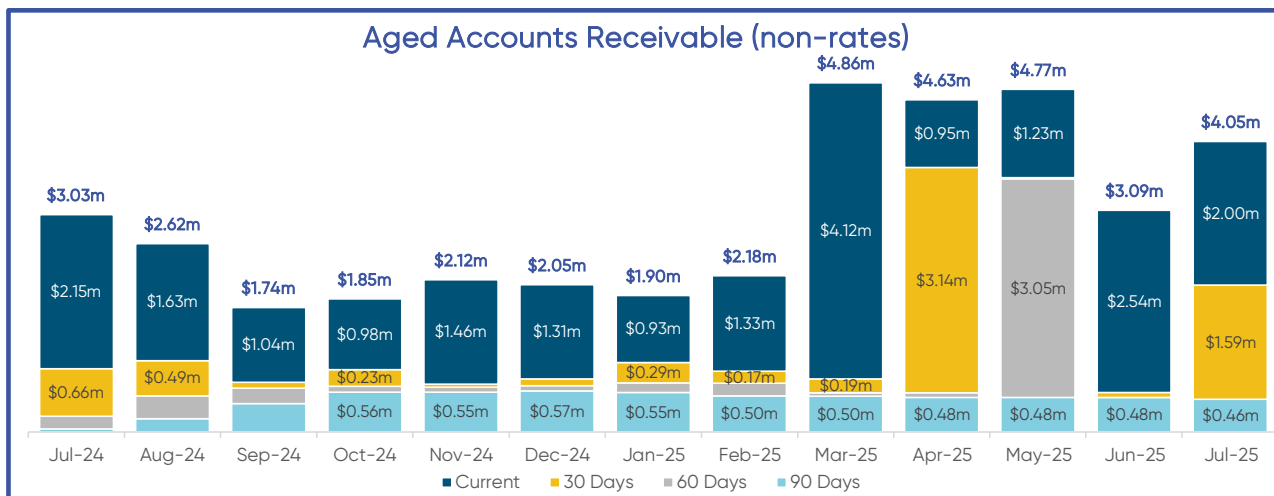
NOTE 4  
RECEIVABLES

Rates & Refuse % Collected	\$
Opening Arrears Previous Years	1,677,398
Rates Levied	49,188,758
Refuse Levied	8,809,591
ESL Levied	5,350,880
Other Charges Levied	4,311
<b>Amount Levied</b>	<b>65,030,937</b>
(Less): Collections	(220,885)
(Less): Excess rates applied	(2,885,928)
<b>Total Rates &amp; Charges Collectable</b>	<b>61,924,124</b>
<b>% Collected</b>	<b>4.8%</b>



	\$	%
Current	1,999,576	49.4%
30 Days	1,590,830	39.31%
60 Days	0	0.0%
90 Days	456,066	11.3%
<b>Total</b>	<b>4,046,472</b>	<b>100%</b>

Amounts shown above include GST  
(where applicable)



COMMENTS:

Outstanding debtors balances have been transferred from our old accounting software to new software as at 30 June 2025 and as a result, ageing data has not transferred across.

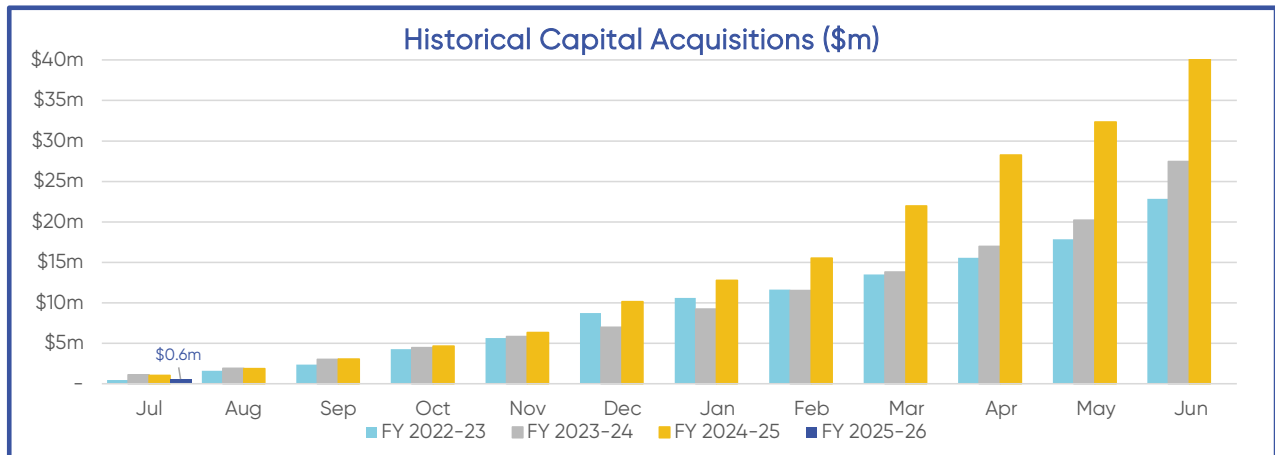
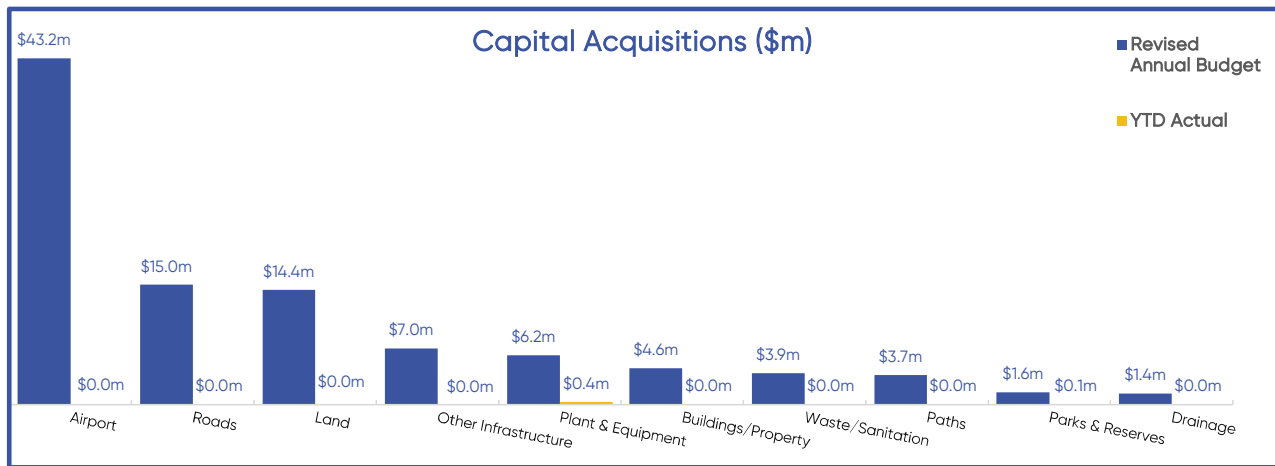
The significant old debt for Regional Express Airlines (in administration) has been reported as 90+ days, with all other outstanding debt from our old software reported in the 30+ days category.

As at 31 July, \$2.75m of the total balance relates to grants receivable from Department of Primary Industries & Regional Development, with \$1.65m of this paid in August (trails grant), and \$1.1m still outstanding (surf reef)

CITY OF ALBANY  
NOTES TO THE MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JULY 2025

NOTE 5  
CAPITAL ACQUISITIONS

Capital Acquisitions	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	\$	%	
Airport	43,232,828	43,232,828	38,974	0	(38,974)	(100%)	
Roads	14,984,575	14,984,575	244,485	19,390	(225,095)	(92%)	▼
Land	14,350,000	14,350,000	1,182,860	0	(1,182,860)	(100%)	▼
Other Infrastructure	7,034,741	7,034,741	921,290	43,749	(877,541)	(95%)	▼
Plant & Equipment	6,188,924	6,188,924	515,726	368,555	(147,171)	(29%)	▼
Buildings/Property	4,575,776	4,575,776	323,038	13,893	(309,145)	(96%)	▼
Waste/Sanitation	3,931,260	3,931,260	327,474	18,776	(308,698)	(94%)	▼
Paths	3,713,488	3,713,488	126,029	16,915	(109,114)	(87%)	▼
Parks & Reserves	1,562,031	1,562,031	81,059	75,090	(5,969)	(7%)	
Drainage	1,399,400	1,399,400	20,834	4,614	(16,220)	(78%)	
<b>Total Capital Acquisitions</b>	<b>100,973,023</b>	<b>100,973,023</b>	<b>3,781,769</b>	<b>560,983</b>	<b>(3,220,786)</b>	<b>(85%)</b>	<b>▼</b>



**COMMENTS:**

With the budget endorsed late July 2025, minimal spending has occurred on new capital projects.

No significant matters noted.



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
24-07-2025	Australia Post	Postage Charges June 2025	13,680.49
24-07-2025	Quickstix Cleaning	Cleaning Services	1,625.00
24-07-2025	Quickstix Cleaning	Cleaning Services	75.00
31-07-2025	A & S Muncheez Pit Stop	Catering	225.00
31-07-2025	Acorn Trees And Stumps	Remove tree stumps	2,600.00
31-07-2025	AD Contractors Pty Ltd	Plant and Equipment Hire	176.00
31-07-2025	AD Contractors Pty Ltd	Plant and Equipment Hire	396.00
31-07-2025	Age Well Albany	Elder abuse talk, physical activity	1,336.45
31-07-2025	Airborne Mapping & Photography Services	20 X pre paid hours of GIS consultancy	1,900.00
31-07-2025	AL Curnow Hydraulics	Vehicle parts / maintenance	4,971.60
31-07-2025	AL Curnow Hydraulics	Vehicle parts / maintenance	278.97
31-07-2025	AL Curnow Hydraulics	Plant Parts and Repairs	325.07
31-07-2025	Albany City Motors	Plant Parts and Repairs	603.36
31-07-2025	Albany Event Hire	Event Hire	2,608.00
31-07-2025	Albany Plasterboard Company	Freight Charges	880.00
31-07-2025	Albany Plumbing And Gas	Plumbing and gas services	92.65
31-07-2025	Albany Plumbing And Gas	Plumbing and gas services	260.20
31-07-2025	Albany Plumbing And Gas	Plumbing and gas services	108.00
31-07-2025	Albany Plumbing And Gas	Plumbing and gas services	252.00
31-07-2025	Albany Plumbing And Gas	Plumbing and gas services	202.15
31-07-2025	Albany Signs	Signage	1,287.00
31-07-2025	Albany Signs	Supply and apply town hall poster and wall didactic	253.00
31-07-2025	Albany Toyota	Vehicle Parts / Maintenance	348.57
31-07-2025	Albany Toyota	Vehicle Parts / Maintenance	976.82
31-07-2025	Albany Toyota	Vehicle Parts / Maintenance	460.87
31-07-2025	Albany Toyota	Plant Parts and Repairs	413.23
31-07-2025	Albany Toyota	Vehicle parts / maintenance	323.99
31-07-2025	Albany Tyrepower	Tyre Maintenance / Supply	150.00
31-07-2025	Albany Tyrepower	Tyre Maintenance / Supply	120.00
31-07-2025	Albany Tyrepower	Tyre Maintenance / Supply	50.00
31-07-2025	Albany V-Belt And Rubber	Plant Parts and Repairs	72.31



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
31-07-2025	Albany V-Belt And Rubber	Plant Parts and Repairs	64.11
31-07-2025	Albany V-Belt And Rubber	Plant Parts and Repairs	36.52
31-07-2025	Albany V-Belt And Rubber	Plant Parts and Repairs	47.93
31-07-2025	Albany V-Belt And Rubber	Plant Parts and Repairs	109.19
31-07-2025	All Truck Repairs	Plant Parts and Repairs	4,421.86
31-07-2025	Amanda Cruse	Monthly Councillor Payment July 2025	3,248.34
31-07-2025	AMD Audit & Assurance Pty Ltd	Acquittal Audit	2,640.00
31-07-2025	A Kiddle	Staff Reimbursement - Event Supplies	87.50
31-07-2025	A Kiddle	Staff Reimbursement - Event Supplies	67.67
31-07-2025	A Kiddle	Staff Reimbursement - Event Supplies	24.50
31-07-2025	ATC Work Smart	Labour hire M Adams P/E 19/07/2025	2,674.21
31-07-2025	ATC Work Smart	Casual Labour / Apprentices W Sandall PE 05/07/2025	517.77
31-07-2025	ATC Work Smart	First Aid Course	1,155.00
31-07-2025	Atchararat Prangthong	Catering Services	600.00
31-07-2025	Barretts Tree Services	Remove dangerous tree on verge of Hardie Road	4,906.00
31-07-2025	Best Office Systems	BW & Colour Print Charges 20/06/2025 to 20/07/2025	10,360.90
31-07-2025	Bevans (WA) Pty Ltd	Bags of Ice	60.00
31-07-2025	Bullseye Plumbing & Gas	Hydro Jetting Services	5,115.00
31-07-2025	Bullseye Plumbing & Gas	Hydro-jetting Services	3,010.00
31-07-2025	Bunnings Group Limited	Hardware Supplies / Tools	45.39
31-07-2025	Caravan Industry Association Western Australia	Membership Fee	578.00
31-07-2025	Choiceone Pty Ltd	Casual Labour / Apprentices K Short PE 06/07/2025	1,291.87
31-07-2025	Collyn Gawned	Sale of Artwork "100 Chawan"	450.60
31-07-2025	Craig McKinley	Monthly Councillor Payment July 2025	3,248.34
31-07-2025	Creations Homes Pty Ltd	Install 5 concrete crossover slabs	24,091.00
31-07-2025	Creations Homes Pty Ltd	Library decking - Final Claim	2,420.00
31-07-2025	D Cullen	Refund - Development Application P2250242 Cancelled	147.00
31-07-2025	Delma Baesjou	Monthly Councillor Payment July 2025	3,248.34
31-07-2025	Department of Fire and Emergency Services - Direct Brigade Alarm Monitoring	Annual Monitoring 01/07/2025 - 30/06/2026	1,881.00



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
31-07-2025	Evertrans	Plant Parts and Repairs	2,398.00
31-07-2025	Farmers Centre (1978) Pty Ltd	Plant Parts and Repairs	862.46
31-07-2025	Friends of the Stidwell Bridle Trail Incorporated	Funding reimbursement for gates 8a & 8b installed by Albany Firebreak & slashing as agreed	635.00
31-07-2025	G & M Detergents & Hygiene Services Albany	Cleaning / Hygiene Supplies	258.00
31-07-2025	G & M Detergents & Hygiene Services Albany	Cleaning / Hygiene Supplies	2,164.08
31-07-2025	Gibson International Ltd	Maintenance of Tribute Wall - 1st Quarter 1/07/2025 to 30/09/2025	7,403.00
31-07-2025	Global Marine Enclosures Pty Ltd	Q24074: Maintenance of Ellen Cove Swim Enclosure July 2025	7,062.00
31-07-2025	Goodyear Autocare Albany	Tyre Maintenance / Supply	100.00
31-07-2025	Goodyear Autocare Albany	Vehicle Parts / Maintenance	440.00
31-07-2025	Goodyear Autocare Albany	Tyre Maintenance / Supply	7,749.00
31-07-2025	Grace Training And Operations	Course Fees	800.00
31-07-2025	Great Southern Pest & Weed Control/Albany Pest & Weed Control	Management of rodents	487.50
31-07-2025	Gregory B Stocks	Monthly Councillor Payment July 2025	13,102.42
31-07-2025	Harvey Norman AV/IT Albany	IT Products / Supplies	1,932.00
31-07-2025	Havoc Builders Pty Ltd	Installation of gate posts - Labour & materials	1,231.00
31-07-2025	Holistic Healthcare Network Inc	Community Events Grant	3,000.00
31-07-2025	IMCO Australasia Pty Limited	Permanent Asphalt Repair	1,278.75
31-07-2025	IMCO Australasia Pty Limited	Road Maintenance Supplies	1,278.75
31-07-2025	Impact Services Pty Ltd	Casual Labour / Apprentices M Krakouer PE 13/07/2025	2,339.54
31-07-2025	Impact Services Pty Ltd	Casual Labour / Apprentices F Teio PE 13/07/2025	1,821.85
31-07-2025	Impact Services Pty Ltd	Casual Labour / Apprentices F Grey PE 06/07/2025	128.28
31-07-2025	Insight Telematics Pty Ltd	Plant Parts and Repairs	1,386.00
31-07-2025	Irrigation Australia Ltd	Membership Fee - 01/08/2025 - 31/07/2025	900.00
31-07-2025	JCA Contracting Services	Hire of Plant	3,565.00
31-07-2025	JCA Contracting Services	Hire of Plant	9,642.50
31-07-2025	J Jefferis	Refund - ALAC	176.00
31-07-2025	Just Sew Embroidery	Uniform	92.10
31-07-2025	Just Sew Embroidery	Uniform	493.00





## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
31-07-2025	Just Sew Embroidery	Uniform	532.50
31-07-2025	Just Sew Embroidery	Uniform	716.50
31-07-2025	Just Sew Embroidery	Uniform	260.00
31-07-2025	Just Sew Embroidery	Uniform	219.00
31-07-2025	Just Sew Embroidery	Uniform	219.00
31-07-2025	Just Sew Embroidery	Uniform	208.00
31-07-2025	Just Sew Embroidery	Uniforms / PPE	22.00
31-07-2025	Just Sew Embroidery	Uniform - A Baxter	74.45
31-07-2025	Just Sew Embroidery	Uniform - T Wembourne	123.00
31-07-2025	Just Sew Embroidery	Uniform - C Van Der Mrscht	309.90
31-07-2025	Just Sew Embroidery	Uniform - H Bell	179.30
31-07-2025	Just Sew Embroidery	Uniform - A Pauley	243.30
31-07-2025	Just Sew Embroidery	Uniform - M Hollands	74.10
31-07-2025	Just Sew Embroidery	Uniform - K Lockyer	214.05
31-07-2025	Just Sew Embroidery	Uniform - S Lefroy	91.05
31-07-2025	Just Sew Embroidery	Embroidery of Logo	44.00
31-07-2025	KLB Systems	IT products / services	11,761.20
31-07-2025	Koster's Outdoor Pty Ltd	Service to garage door - Forts	110.00
31-07-2025	LGC Traffic Management	Traffic Control	869.55
31-07-2025	Local Government Professionals Australia WA	2025 - 2026 Full Membership dues - A Sharpe	560.00
31-07-2025	Lynn Maclaren	Monthly Councillor Payment July 2025	3,248.34
31-07-2025	Malcolm Traill	Monthly Councillor Payment July 2025	3,248.34
31-07-2025	Mario Lionetti	Monthly Councillor Payment July 2025	3,248.34
31-07-2025	Market Creations Agency Pty Ltd	Website Charges	1,874.40
31-07-2025	Mega Vision Sound & Lighting	Event Hire	7,109.08
31-07-2025	North Road Supa Iga	Catering Supplies	99.92
31-07-2025	Office National Albany	Stationery / Office Supplies	135.80
31-07-2025	Office National Albany	Stationery / Office Supplies	80.00
31-07-2025	Office National Albany	Stationery / Office Supplies	80.00
31-07-2025	Officeworks Superstores Pty Ltd	Stationery / Office Supplies	72.00
31-07-2025	Oncourt Tennis	Workshop Presentation	630.00



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
31-07-2025	OneMusic Australia	Music License Fees	172.50
31-07-2025	OPTraffic WA	Supply and Delivery of VMS Trailer	96,926.50
31-07-2025	Paperbark Merchants	Purchase of daily newspapers for Library June 2025	365.40
31-07-2025	P Camins	Staff Reimbursements - Engineers Australia Subscription	625.00
31-07-2025	Paul Terry	Monthly Councillor Payment July 2025	5,342.34
31-07-2025	Paywise Pty Ltd	Novated Lease Charges	1,869.51
31-07-2025	Penrose Professional Lawncare	Mow & edge lawns	330.00
31-07-2025	PFD Food Services Pty Ltd	Barista Oat Milk UHT Alternative Dairy	43.10
31-07-2025	Quickstix Cleaning	Weekly entrance clean July	200.00
31-07-2025	Quickstix Cleaning	Weekly Entrance Clean for July 2025	300.00
31-07-2025	R & J Batteries Pty Ltd	Plant Parts and Repairs	170.18
31-07-2025	R & J Batteries Pty Ltd	Plant Parts and Repairs	357.76
31-07-2025	R & L Bitumen Service Pty Ltd	Road Maintenance Supplies	665.50
31-07-2025	R & L Bitumen Service Pty Ltd	Road Maintenance Supplies	665.50
31-07-2025	R-Group International	Telephone Charges	3,665.70
31-07-2025	Reconnect Health And Wellbeing	EAP Services	198.00
31-07-2025	R Wasiun T/A Freak Maestro	Performance Fees	100.00
31-07-2025	Robert Sutton	Monthly Councillor Payment July 2025	3,248.34
31-07-2025	Rust Artist Management	Performance Fees	750.00
31-07-2025	S Dixon	EAP Service	190.00
31-07-2025	Scorptec Computers	IT Products / supplies	112.00
31-07-2025	Set Apart Dj Services	DJ services Maritime Festival – Boatshed Markets	600.00
31-07-2025	Simon A London	Performance Fee	1,100.00
31-07-2025	Smith Constructions WA	Progress Claim - Kalgan VFRS	193,869.05
31-07-2025	Smiths Aluminium And 4Wd Centre	ALAC Lap Pool Flat Bar	119.38
31-07-2025	Southern Bus Charters	Charter for visit to Hanrahan Refuse Site 25/07/2025	609.26
31-07-2025	St John Ambulance Western Australia Ltd	Country event standby	1,501.50
31-07-2025	Stephen Grimmer	Monthly Councillor Payment July 2025	3,248.34
31-07-2025	S Van Nierop	Staff Reimbursement - Catering	79.50
31-07-2025	Stirling Print	Printing Services - Membership Flyers	255.00



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
31-07-2025	Synergy	Electricity Charges 03/05/2025 to 03/07/2025 - 2151 Chester Pass Road, Napier WA 6330	864.67
31-07-2025	Synergy	Electricity Charges for Lot 6869A Millbrook Road, King River WA 6330 - Period 24/05/2025 to 23/07/2025	238.58
31-07-2025	Synergy	Electricity Charges for 15 Cunningham Street, Emu Point WA 6330 - Period 29/05/2025 to 28/07/2025	146.73
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	101.87
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	96.88
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	177.00
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	136.27
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	120.21
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	177.61
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	168.85
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	152.92
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	101.15
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	9.27
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	11.90
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	200.00
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	33.96
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	83.06
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	50.92
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	89.52
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	31.21
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	5.56
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	189.00
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	59.06
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	177.93
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	16.96
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	94.97
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	19.71
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	44.96
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	190.27
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	43.79



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	92.65
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	70.20
31-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	243.00
31-07-2025	Tania N Meuzelaar	Stock Items - Forts Store	400.00
31-07-2025	The Artists Foundation of WA	Subscription Fees	275.00
31-07-2025	The Muffin Queen	Catering Services	572.00
31-07-2025	The Muffin Queen	Catering Services	315.00
31-07-2025	Thomas Brough	Monthly Councillor Payment July 2025	3,248.34
31-07-2025	Toyota Material Handling Australia Pty Ltd	Plant Parts and Repairs	60.29
31-07-2025	Trailblazers	Gumboots	87.40
31-07-2025	Turtle Traffic Pty Ltd	Traffic Manangement	1,907.00
31-07-2025	Turtle Traffic Pty Ltd	Traffic management	1,649.40
31-07-2025	Turtle Traffic Pty Ltd	Traffic Control	1,375.92
31-07-2025	Turtle Traffic Pty Ltd	Traffic Control	1,418.99
31-07-2025	Turtle Traffic Pty Ltd	Traffic Control	962.15
31-07-2025	Vinofood Pty Ltd	Stock Items - Forts Store	444.46
31-07-2025	Water Corporation	Trade Waste Permit 52827 - 738 North Road, Centennial Park	370.05
31-07-2025	Water Corporation	Water Charges for Golf Course at 38 Golf Links Road, Middleton Beach Lot 41267: 650: 864 - Period 19/05/2025 to 18/07/2025 / Service charge 1/07/2025 to 31/08/2025	628.95
31-07-2025	Water Corporation	Water Charges for Garden at 25 Adelaide Crescent, Middleton Beach Lot 2 - Period 19/05/2025 to 18/07/2025 / Service Charge 1/07/2025 to 31/08/2025	308.13
31-07-2025	Water Corporation	Trade Waste Fee / Charge for Princess Royal Drive, Albany	258.62
31-07-2025	Water Corporation	Water Charges for Beach Facilities at Flinders Parade, Middleton Beach: Foreshore - Period 19/05/2025 to 18/07/2025 / Service Charge 1/07/2025 to 31/08/2025	1,697.59
31-07-2025	Water Corporation	Water Charges for Chauncy Way, Spencer Park Lot 8095 Res 46318 - Period 20/05/2025 to 23/07/2025 / Service charges 1/07/2025 to 31/08/2025	8.82
31-07-2025	Water Corporation	Water charges for Sports Ground at 50-52 Barker Road, Centennial Park Lot 742, 743 - Period 28/05/2025 to 24/07/2025 / Service Charge 01/07/2025 to 31/08/2025	8,644.80



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
31-07-2025	Water Corporation	Water Charges for Reserve at Sanford Road, Centennial Park Lot 746-747 Res 18552 - Period 28/05/2025 to 24/07/2025	73.48
31-07-2025	Water Corporation	Water use and service charge account at Sanford Rd Centennial Park Lot 813	53.59
31-07-2025	Water Corporation	Water Charges for COA Offices at 102 North Road, Yakamia Lot 2 - Period 28/05/2025 to 24/07/2025 / Period 01/07/2025 to 31/08/2025	744.30
31-07-2025	Wheatbelt Services Pty Ltd	Signage	8,569.00
31-07-2025	Wheatbelt Services Pty Ltd	Signage	825.00
31-07-2025	Woolworths Group Limited	Groceries for Daycare	651.57
31-07-2025	Woolworths Group Limited	Groceries For Daycare	35.75
31-07-2025	Woolworths Group Limited	Groceries for Daycare	29.50
31-07-2025	Woolworths Group Limited	Groceries for Daycare	773.06
31-07-2025	Woolworths Group Limited	Groceries for Daycare	752.27
31-07-2025	Woolworths Group Limited	Groceries for Daycare	16.60
31-07-2025	Yvonne Marianna Photography	Photography Services	250.00
10-07-2025	56 South Pty Ltd T/A Australian Communications Engineering	Supply and Install water meter/valve box	715.00
10-07-2025	AD Contractors Pty Ltd	Hire of Plant	528.00
10-07-2025	AFGRI Equipment Australia Pty Ltd	Vehicle Parts / Maintenance	988.55
10-07-2025	AFGRI Equipment Australia Pty Ltd	Vehicle Parts / Maintenance	254.29
10-07-2025	Albany Lock & Security	Locksmith / Security Services	367.04
10-07-2025	Albany Lock & Security	Locksmith / Security Services	192.32
10-07-2025	Albany Lock & Security	Locksmith / Security Services	545.00
10-07-2025	Albany Retravisation	Electrical Goods	1,020.00
10-07-2025	Albany Signs	Supply Kracken Corflutes for Timber Display	374.00
10-07-2025	Albany Tyrepower	Tyre Maintenance / Supply	757.10
10-07-2025	Ampol Australia Petroleum Pty Ltd	Diesel	3,901.26
10-07-2025	Australian Cruise Association	Silver membership 1/7/2025 to 30/06/2026	2,964.50
10-07-2025	Australian Institute of Management Western Australia	Leading Others with Impact - Albany 15/09/2025	1,175.00



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
10-07-2025	Australian Institute of Management Western Australia	Leading others with impact - Albany 15/09/2025	1,175.00
10-07-2025	Australian Institute of Management Western Australia	New Supervisor - Albany 18/06/2025	1,254.00
10-07-2025	Barretts Tree Services	Supply of tree crew removing hanging vegetation	4,550.00
10-07-2025	Black And White Concreting	Repairs to Lockyer Footpath	3,000.00
10-07-2025	Black And White Concreting	Repairs to Concrete Pathway	3,300.00
10-07-2025	Coates Hire Operations Pty Limited	Hire of Equipment	106.41
10-07-2025	F Farren	Reimbursement for accommodation costs while attending training for COA	356.27
10-07-2025	Foxtel Management Pty Ltd	Subscription Fee	235.00
10-07-2025	J And S Castlehow Electrical Services	Electrical Services	462.41
10-07-2025	Jennifer M Feast	Photography Services	799.90
10-07-2025	Krysta S Guille	Photography - Foreshore Friday	880.00
10-07-2025	Local Government Professionals Australia WA	2025 - 2026 Full Membership D Lawrence	560.00
10-07-2025	Local Government Professionals Australia WA	2025 - 2026 Full Membership S Van Neiroop	560.00
10-07-2025	Local Government Professionals Australia WA	2025 - 2026 Gold Local Government Subscription	3,960.00
10-07-2025	Local Government Professionals Australia WA	2025 - 2026 Full Membership Dues	560.00
10-07-2025	Local Government Professionals Australia WA	2025 - 2026 Full Membership Dues	560.00
10-07-2025	Local Government Professionals Australia WA	2025 - 2026 Full Membership Dues	560.00
10-07-2025	Local Government Professionals Australia WA	Critical Thinking Improves Decision Making 4/09/2025	755.00
10-07-2025	Minna Engineering	Machining Modifications	1,881.00
10-07-2025	Nicholas J Gorman	Hire of Skip Bins - Boat Harbour	1,194.60
10-07-2025	Office National Albany	Office Supplies / Stationery	162.00
10-07-2025	Office National Albany	Office Supplies / Stationery	175.65
10-07-2025	Office National Albany	Office Supplies / Stationery	501.15
10-07-2025	Office National Albany	Office Supplies / Stationery	28.85
10-07-2025	Office National Albany	Office Supplies / Stationery	295.05
10-07-2025	Pic A Time Photo Booth	Hire of Photo Booth & Operator	999.00
10-07-2025	Quickstix Cleaning	Cleaning Services	225.00



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
10-07-2025	Quickstix Cleaning	Cleaning - Entrance	273.00
10-07-2025	Radical Fitness	Group Fitness Licence for KiMax for July	224.00
10-07-2025	Reconnect Health And Wellbeing	EAP Services	396.00
10-07-2025	Shine On Arts	Performance Fee	800.00
10-07-2025	Southcoast Security Service	Security Services - Live at the town hall ages events	1,413.72
10-07-2025	Spun Spydus Users Network	Membership Fee 2025/2026 FY	200.00
10-07-2025	The Muffin Queen	Catering Services	130.00
10-07-2025	The Muffin Queen	Catering Services	520.00
10-07-2025	Truckline	Vehicle Parts / Maintenance	1,926.41
10-07-2025	Waddayadoin Media - Southerly Magazine	Full Page Advertisement	924.00
10-07-2025	Wellstead Progress Association	COA share of electricity costs for emergency services shed 13/03/2025 to 02/05/2025	190.24
10-07-2025	Wise Perinatal Services	EAP Services	346.50
10-07-2025	Woolworths Group Limited	Office / Kitchen Supplies	100.97
18-07-2025	Adrian Hardy	Albany Naidoc MC	500.00
18-07-2025	Adrian Hardy	Cultural Dance Performance	1,600.00
18-07-2025	Albany Community Foundation	Grant / Donation - Community Bank Albany All Abilities Ball	5,500.00
18-07-2025	Albany Golf Cars	New Ecar Windscreen Fitted At The Forts	500.00
18-07-2025	Albany Mapping & Surveying Services	Surveying Services	1,837.00
18-07-2025	Albany Windows	Completion of reglazing ALAC Hinged Door in the pool deck	1,328.00
18-07-2025	B O'Meara	Staff Reimbursement	794.09
18-07-2025	Cancer Council Western Australia Inc	Grant to hold Conquering Skin Cancer Movie Screening	2,200.00
18-07-2025	Cherry Boots Albany	Stock Items - Forts Store	104.00
18-07-2025	Cut Above Collective	50% Deposit. Artist: Ullah Event: Live at the Town Hall	2,750.00
18-07-2025	Drop Table Pty Ltd	MC Services	500.00
18-07-2025	Himac Attachments	Plant Parts and Repairs	1,092.96
18-07-2025	Kmart Albany	Storage, towels and office supplies	248.00
18-07-2025	M McRae	Refund of membership funds due to change from Corp To LLY	217.00
18-07-2025	Margaret Farmer T/A Farmer's Catering	Catering Services	883.52
18-07-2025	McLeods Lawyers Pty Ltd	Legal Fees	706.64





## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
18-07-2025	Office National Albany	Office Supplies / Stationery	17.50
18-07-2025	Office National Albany	Office Supplies / Stationery	18.70
18-07-2025	Over The Wire	Internet Charges	49.50
18-07-2025	Over The Wire	Subscriptions	49.50
18-07-2025	Quality Apartments Banksia Albany	Accommodation 4/07/2025 to 06/07/2025 N Dillon	1,196.00
18-07-2025	S Dixon	EAP Services	190.00
18-07-2025	Soroptimist International Albany	Community Events Grant	700.00
18-07-2025	Synergy	Electricity Charges 20/05/2025 to 16/06/2025 - U 1 88 Troode Street, Collingwood Park WA 6330	914.06
18-07-2025	Synergy	Electricity Charges 17/06/2025 TO 14/07/2025 - U 1 88 Troode Street, Collingwood Park WA 6330	760.21
18-07-2025	The Muffin Queen	Catering Services	1,500.00
18-07-2025	Water Corporation	Water Charges for Art Centre at 77 Vancouver Street, Albany Lot Res 3693 - Period 8/05/2025 to 4/07/2025 / Service Charge 1/07/2025 to 31/08/2025	347.13
18-07-2025	Wellstead Progress Association	Small Halls Grant	4,400.00
18-07-2025	Woolworths Group Limited	Groceries	111.53
24-07-2025	Acurix Networks Pty Ltd	Annual WiFi Services	19,773.60
24-07-2025	AL Curnow Hydraulics	Plant Parts and Repairs	322.48
24-07-2025	AL Curnow Hydraulics	Vehicle parts / maintenance	254.75
24-07-2025	Albany Art Workshops	Event Services	1,472.50
24-07-2025	Albany City Motors	Plant Parts and Repairs	3,106.47
24-07-2025	Albany Event Hire	Event Hire	155.39
24-07-2025	Albany Event Hire	Event Hire	486.00
24-07-2025	Albany Plasterboard Company	Transport Mattresses to Soft Landings - Wangara	880.00
24-07-2025	Albany Signs	Supply pricing overlay stickers	132.00
24-07-2025	Albany World of Cars	Vehicle Parts / Maintenance	219.78
24-07-2025	Attekus	Subscription Renewal	44,024.98
24-07-2025	Carbon Leasing And Rentals Pty Ltd	Novated Lease Charges	856.66
24-07-2025	Carbon Leasing And Rentals Pty Ltd	Novated Lease Charges	856.66
24-07-2025	C Ovans	Staff Travel Reimbursement	72.10
24-07-2025	E-Stralian Pty Ltd	E-Bike Lease charges	494.02





## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
24-07-2025	Eyerite Signs	Signage	317.89
24-07-2025	Flood The Moon	Event Hire	900.00
24-07-2025	Glenda Williams	Welcome To Country	300.00
24-07-2025	Grace Training And Operations	Staff Training	3,200.00
24-07-2025	Harvey Norman AV/IT Albany	DJI OSMO Pocket 3 Creator Combo	2,258.00
24-07-2025	J And S Castlehow Electrical Services	Test and Tag Services	161.96
24-07-2025	J And S Castlehow Electrical Services	Test and Tag Services	9.00
24-07-2025	Just Sew Embroidery	Uniforms / PPE	259.05
24-07-2025	King River Recreational Club Inc	Milestone 2	1,320.00
24-07-2025	Local Government Professionals Australia WA	Community Development Conference - September 2025 - R Evans	1,105.00
24-07-2025	M Little	Waterwise Verge Rebate	400.00
24-07-2025	Myview Holdings Pty Ltd	Construction Materials	1,100.00
24-07-2025	Paywise Pty Ltd	Novated Lease Charges	1,869.51
24-07-2025	PFD Food Services Pty Ltd	Biscuits North Road	154.35
24-07-2025	Quickstix Cleaning	Cleaning Services	288.00
24-07-2025	Quickstix Cleaning	Cleaning Services	575.00
24-07-2025	Reconnect Health And Wellbeing	EAP Services	594.00
24-07-2025	Select Music Agency Pty Ltd	Performance Fee	5,000.00
24-07-2025	SG Fleet Australia Pty Ltd	Novated Lease Charges	1,449.12
24-07-2025	Stephen King	Mattress disassembling	4,970.00
24-07-2025	Synergy	Synergy charges 20/05/2025 to 16/06/2025 - 221 York Street, Albany WA 6330	1,663.72
24-07-2025	Synergy	Electricity Charges 17/06/2025 to 14/07/2025 - 157 Lockyer Avenue, Centennial Park WA 6330	1,281.42
24-07-2025	Synergy	Electricity Charges for Lot 4 Mercer Road, Walmsley WA 6330 - Period 17/06/2025 to 14/07/2025	2,270.57
24-07-2025	Synergy	Electricity Charges for 52 Barker Road, Centennial Park WA 6330 - Period 17/06/2025 to 14/07/2025	33,656.17
24-07-2025	Synergy	Electricity Charges for 102 North Road, Yakamia WA 6330 - Period 20/05/2025 to 16/06/2025	5,653.81
24-07-2025	Synergy	Electricity Charges for 102 North Road, Yakamia WA 6330 - Period 17/06/2025 to 14/07/2025	5,789.07
24-07-2025	Synergy	Electricity Charges for 35615 Albany Hwy, Drome WA 6330 - Period 20/05/2025 to 16/06/2025	6,039.17



## Creditor Payment Report

### 01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
24-07-2025	Synergy	Electricity Charges for 35615 Albany Hwy, Drome WA 6330 - Period 17/06/2025 to 14/07/2025	5,910.65
24-07-2025	Synergy	Electricity Charges for Lot 123 Collie Street, Albany WA 6330 - Period 17/06/2025 to 14/07/2025	2,452.05
24-07-2025	Synergy	Electricity Charges for U 4 7 Forts Road, Mount Clarence WA 6330 - Period 17/06/2025 to 14/07/2025	2,919.55
24-07-2025	Synergy	Electricity Charges for Lot 663 Flynn Way, Bayonet Head WA 6330 - Period 17/05/2025 to 16/07/2025	132.55
24-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	262.11
24-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	8.89
24-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	52.98
24-07-2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	11.90
24-07-2025	The Muffin Queen	Catering	300.00
24-07-2025	Turtle Traffic Pty Ltd	Traffic Control	130.90
24-07-2025	Wanslea Family Services Incorporated	Event Services	731.50
24-07-2025	Water Corporation	Water Charges for Airport at Albany Hwy, Albany FL Lot 213 - Period 5/05/2025 to 7/07/2025 / Service Charge 1/07/2025 to 31/08/2025	332.80
24-07-2025	Water Corporation	Water Charges Health Centre at 39 Mokare Road, Spencer Park Lot 6906 Res 26860 - Period 14/05/2025 to 16/07/2025 / Service charge 1/07/2025 to 31/08/2025	104.28
24-07-2025	Water Corporation	Water Charges Reserve at 36-42 Campbell Road, Mira Mar Lot 80 - Period 12/05/2025 to 8/07/2025 / Service Charge 1/07/2025 to 31/08/2025	71.68
24-07-2025	Water Corporation	Water Charges for Sports Ground at 49 North Road, Mira Mar Lot 32 - 15/05/2025 to 11/07/2025 / Service Charge 1/07/2025 to 31/08/2025	148.62
24-07-2025	Water Corporation	Trade Waste Permit 61367 - 49-55 North Road, Mira Mar	361.95
24-07-2025	Water Corporation	Water Charges for Toilet at Hay Street, Mount Clarence Lot 501 Res 2682 - Period 14/05/2025 to 15/07/2025 / Service Charges 1/07/2025 to 31/08/2025	5.88
24-07-2025	Water Corporation	Garden at Middleton Road, Albany Lot 1155 Res 24429 - Period 8/05/2025 to 09/05/2025 / Period 1/07/2025 to 31/08/2025	99.93
24-07-2025	Woolworths Group Limited	Groceries for Daycare	785.96
24-07-2025	Woolworths Group Limited	Groceries for Daycare	27.50
24-07-2025	Woolworths Group Limited	Kitchen Supplies	68.89
16-07-2025	Lansweeper NV	IT Services	10,754.11



**Creditor Payment Report**  
01 July 2025 to 31 July 2025

Electronic Funds Transfer Payments			
Date	Creditor Name	Invoice Description	Inclusive Amount
29-07-2025	Canto Gmbh	Canto Saas Subscription fees	14,534.05
Grand Total			859,549.61

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>ELECTRONIC FUND TRANSFER PAYMENTS</b>				
<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT185474	03/07/2025	303 Mullenlowe Australia Pty Ltd	Marketing Services	\$11,000.00
EFT185475	03/07/2025	Acme Drycleaner & Laundry Services	Laundry Expenses	\$105.00
EFT185476	03/07/2025	Ad Contractors Pty Ltd	Cancellation Of Extraction Licences	\$12,289.32
EFT185477	03/07/2025	Advertiser Print	Printing Services	\$480.00
EFT185478	03/07/2025	Albany Fencing Contractors	Fencing Works	\$9,650.00
EFT185479	03/07/2025	Booking Aggregator Pty Ltd	Onboarding Fee	\$2,200.00
EFT185480	03/07/2025	Delta Agribusiness Pty Ltd T/As Wellstead Rural Services	Catering	\$507.34
EFT185481	03/07/2025	Airport Consultancy Group - Engineering Pty Ltd	Valuation Services	\$16,984.00
EFT185482	03/07/2025	All Tech Mechanical / Albany Brake And Clutch	Plant Parts And Repairs	\$110.00
EFT185483	03/07/2025	Albany Sweep Clean	Sweeping Services C23005	\$1,980.00
EFT185484	03/07/2025	Albany Community Hospice	Payroll Deductions	\$10.00
EFT185485	03/07/2025	Albany Indoor Plant Hire And Sales	Indoor Plant Hire	\$585.20
EFT185486	03/07/2025	Albany Panel Beaters And Spray Painters	Vehicle Parts / Maintenance	\$680.00
EFT185487	03/07/2025	Albany Agricultural Society Incorporated	Cleaning Services	\$505.00
EFT185488	03/07/2025	Choices Flooring By Albany Interiors	Building Maintenance Supplies	\$777.29
EFT185489	03/07/2025	Albany Auto One	Plant Parts And Repairs	\$2,517.26
EFT185490	03/07/2025	Office National Albany	Office Supplies / Stationery	\$3,357.21
EFT185491	03/07/2025	Albany Plasterboard Company	Freight Charges	\$880.00
EFT185492	03/07/2025	Albany Community Foundation	Payroll Deductions	\$5.00
EFT185493	03/07/2025	Albany Records Management	Storage	\$608.85
EFT185494	03/07/2025	Albany Allsoils Landscape Supplies	Landscaping Supplies	\$420.00
EFT185495	03/07/2025	Alinta	Gas Usage Charges	\$50.25
EFT185496	03/07/2025	Blaze Point Pty Ltd (Albany Milk Distributors)	Delivery Of Milk June 2025	\$954.58
EFT185497	03/07/2025	Paperbark Merchants	Library Stock Purchases	\$3,948.47
EFT185498	03/07/2025	All Seasons Timber	Building Maintenance Services	\$770.00
EFT185499	03/07/2025	Atc Work Smart	Casual Labour / Apprentices	\$2,894.43
EFT185500	03/07/2025	Auspire	Membership Renewal	\$800.00
EFT185501	03/07/2025	Australian Taxation Office	Payroll Deductions	\$247,213.28
EFT185502	03/07/2025	Australian Services Union Wa Branch	Payroll Deductions	\$938.00
EFT185503	03/07/2025	Australia's South West Incorporated	Mentoring Services	\$330.00
EFT185504	03/07/2025	Barricades Media Pty Ltd (Gold Mx & Fly Fm)	Advertising	\$495.00
EFT185505	03/07/2025	Great Southern Tree Care Pty Ltd	Vegetation Maintenance Services Q23012	\$33,098.50
EFT185506	03/07/2025	Baycorp Wa Pty Ltd	Poundage Fees	\$118.50
EFT185507	03/07/2025	Matthew James Beamish	Graphic Desing Services	\$500.00

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>ELECTRONIC FUND TRANSFER PAYMENTS</b>				
<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT185508	03/07/2025	Best Office Systems	Printing Charges	\$10,360.90
EFT185509	03/07/2025	Bio Diverse Solutions	Feasibility Study	\$20,707.50
EFT185510	03/07/2025	Albany Bitumen Spraying	Road Maintenance Services Q24073	\$2,112.00
EFT185511	03/07/2025	J. Blackwood & Son Pty Ltd	Hardware / Safety Supplies	\$319.33
EFT185512	03/07/2025	Bluewater Tanks	Firefighting Tanks	\$12,618.00
EFT185513	03/07/2025	Brooks Hire Service Pty Ltd	Plant And Equipment Hire	\$9,836.11
EFT185514	03/07/2025	Bunnings Group Limited	Hardware Supplies	\$1,804.88
EFT185515	03/07/2025	Ampol Australia Petroleum Pty Ltd	Bulk Fuel Delivery	\$31,526.61
EFT185516	03/07/2025	J & S Castlehow Electrical Services	Electrical Services Q22035	\$53,546.19
EFT185517	03/07/2025	Centigrade Services Pty Ltd	Plant Maintenance Services C24018	\$7,498.28
EFT185518	03/07/2025	CFMEU Construction & General Division	Payroll Deductions	\$30.00
EFT185519	03/07/2025	Child Support Agency	Payroll Deductions	\$2,067.21
EFT185520	03/07/2025	Choiceone Pty Ltd	Casual Labour / Apprentices	\$1,949.55
EFT185521	03/07/2025	Cleanaway Pty Limited	Waste Services	\$401.14
EFT185522	03/07/2025	Comsys Networks Group	It Equipment	\$150.81
EFT185523	03/07/2025	Tanja Colby Design	Stock Items - Forts Store	\$47.00
EFT185524	03/07/2025	Albany Signs	Signage	\$2,816.00
EFT185525	03/07/2025	Creations Homes Pty Ltd	Construction Services C23024	\$14,211.23
EFT185526	03/07/2025	Coles Supermarkets Australia Pty Ltd (Online Only)	Catering	\$445.40
EFT185527	03/07/2025	D & K Engineering	Plant Parts And Repairs	\$690.80
EFT185528	03/07/2025	Davric Australia	Stock Items - Forts Store	\$526.35
EFT185529	03/07/2025	Deakin University	Event Services	\$54,543.50
EFT185530	03/07/2025	35 Degrees South	Surveying Services Q25028	\$2,640.00
EFT185531	03/07/2025	Cgs Quality Cleaning	Cleaning Services	\$93,669.88
EFT185532	03/07/2025	Shane Delury	Staff Reimbursement	\$431.58
EFT185533	03/07/2025	Delos Delta	Strategic Review Services Q25001	\$7,347.45
EFT185534	03/07/2025	Rust Artist Management	Performance Fees	\$750.00
EFT185535	03/07/2025	Early Bird Landscaping	Landscaping Services Q24069	\$2,816.00
EFT185536	03/07/2025	Easi Packaging Pty Ltd	Payroll Deductions	\$11,881.56
EFT185537	03/07/2025	E-Stralian Pty Ltd T/A Sparque	Weekly Ebike Leasing	\$494.02
EFT185538	03/07/2025	Evertrans	Plant Parts And Repairs	\$2,754.40
EFT185539	03/07/2025	All Truck Repairs	Vehicle Parts / Maintenance	\$9,090.43
EFT185540	03/07/2025	Flips Electrics	Plant Maintenance Services	\$4,598.00
EFT185541	03/07/2025	Frontline Fire & Rescue Equipment	Plant Parts And Repairs	\$4,675.00

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>ELECTRONIC FUND TRANSFER PAYMENTS</b>				
<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT185542	03/07/2025	Gib Trethowan	Stock Items - Box Office	\$80.00
EFT185543	03/07/2025	Global Spill Control Pty Ltd	Safety Supplies	\$739.61
EFT185544	03/07/2025	Goodyear Autocare Albany	Tyre Supply / Maintenance	\$4,165.50
EFT185545	03/07/2025	Albany Asphalt Services - Gordon Walmsley Pty Ltd	Asphalt Works	\$7,892.00
EFT185546	03/07/2025	Grace Training And Operations	Staff Training	\$2,600.00
EFT185547	03/07/2025	Atc Work Smart - Training	Staff Training	\$495.00
EFT185548	03/07/2025	South Regional Tafe	Staff Training	\$1,250.00
EFT185549	03/07/2025	Green Skills Incorporated	Maintenance Support Services	\$4,156.45
EFT185550	03/07/2025	Great Southern Pest & Weed Control / Albany Pest & Weed Control	Pest Management Services Q23031	\$81.25
EFT185551	03/07/2025	Green Man Media Productions	Videography Services	\$2,090.00
EFT185552	03/07/2025	Great Southern Candle Co	Stock Items - Forts Store	\$330.00
EFT185553	03/07/2025	Hobbs Painting And Decorating	Painting Services	\$9,500.00
EFT185554	03/07/2025	Afgri Equipment Australia Pty Ltd	Tyre Maintenance / Supply	\$4,180.55
EFT185555	03/07/2025	Hhg Legal Group	Legal Fees	\$1,903.00
EFT185556	03/07/2025	Industrial Automation	Standpipe Operation Charges	\$2,110.90
EFT185557	03/07/2025	Ics Group Auto Electrical & Air Conditioning Pty Ltd	Plant Parts And Repairs	\$5,636.55
EFT185558	03/07/2025	Jenny Feast Photography	Photography Services	\$921.69
EFT185559	03/07/2025	Patrick Jennings T/A Torndirrupww	Stock Items - Box Office	\$56.36
EFT185560	03/07/2025	Just Sew Embroidery	Uniforms / PPE	\$3,562.00
EFT185561	03/07/2025	Just A Call Deliveries	Internal Bag Delivery June 2025	\$1,210.00
EFT185562	03/07/2025	Keilor Contracting Pty Ltd	Plant And Equipment Hire	\$3,872.00
EFT185563	03/07/2025	Kim Angela Tomlinson	EAP Services	\$209.00
EFT185564	03/07/2025	Bedundo	Waste Disposal Services	\$4,970.00
EFT185565	03/07/2025	Kmart Albany	Catering Supplies	\$116.00
EFT185566	03/07/2025	Koster'S Steel Construction Pty Ltd	Construction Services	\$40,480.00
EFT185567	03/07/2025	Leading Edge Hi-Fi Albany	Plant Parts And Repairs	\$26.95
EFT185568	03/07/2025	Lgc Traffic Management	Traffic Control C24015B	\$37,618.44
EFT185569	03/07/2025	Links Modular Solutions Pty Ltd	Alac Key Tags	\$3,025.00
EFT185570	03/07/2025	The Trustee For Lonely Lands Agency Trust	Performance Fees	\$8,250.00
EFT185571	03/07/2025	Lochness Landscape Services	Vegetation Management Services Q23052	\$68,620.69
EFT185572	03/07/2025	Bucher Municipal Pty Ltd	Vehicle Parts / Maintenance	\$1,822.11
EFT185573	03/07/2025	Muddy Bottom Creek T/A The Fat Scone	Catering Services	\$110.00
EFT185574	03/07/2025	Merrifield Real Estate	Rental Charges	\$540.00
EFT185575	03/07/2025	Marsden Jacob Associates Pty Ltd	Consultancy Fee	\$49,780.50

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>ELECTRONIC FUND TRANSFER PAYMENTS</b>				
<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT185576	03/07/2025	Modern Teaching Aids Pty Ltd	Daycare Supplies	\$96.03
EFT185577	03/07/2025	Moray & Agnew Lawyers	Legal Fees	\$14,150.07
EFT185578	03/07/2025	The Muffin Queen	Catering Services	\$825.00
EFT185579	03/07/2025	Mule Creative	Graphic Design Services	\$7,700.00
EFT185580	03/07/2025	North Road Supa Iga	Catering Supplies	\$187.30
EFT185581	03/07/2025	Komatsu Australia Pty Ltd	Plant Parts And Repairs	\$358.33
EFT185582	03/07/2025	Omnicom Media Group Australia Pty Ltd	Advertising	\$2,814.90
EFT185583	03/07/2025	On Point Welding	Plant Parts And Repairs	\$7,750.00
EFT185584	03/07/2025	Ixom	Pool Chemicals	\$370.99
EFT185585	03/07/2025	Origin Energy	Delivery Of Gas	\$213.40
EFT185586	03/07/2025	Phoenix Civil & Earthmoving Pty Ltd	Construction Services C25004	\$642,765.06
EFT185587	03/07/2025	Delta Agribusiness T/A Peter Graham Co	Vegetation Maintenance Supplies	\$230.00
EFT185588	03/07/2025	Heidelberg Materials Australia Pty Ltd (Formerly Hanson)	Concreting Supply C22007	\$1,068.10
EFT185589	03/07/2025	Albany Plumbing And Gas	Plumbing And Gas Services	\$36,880.71
EFT185590	03/07/2025	Quantified Tree Risk Assessment Limited	Staff Training	\$2,134.00
EFT185591	03/07/2025	Quickstix Cleaning	Cleaning Services	\$1,704.00
EFT185592	03/07/2025	The Local Government Racing & Cemeteries Employees Union (Wa)	Payroll Deductions	\$88.00
EFT185593	03/07/2025	Rexel Australia	Irrigation Supplies	\$489.34
EFT185594	03/07/2025	R & J Batteries Pty Ltd	Plant Parts And Repairs	\$193.84
EFT185595	03/07/2025	Albany Scaffold Hire	Building Additions	\$2,750.00
EFT185596	03/07/2025	Seashore Engineering Pty Ltd	Coastal Management Services	\$4,356.00
EFT185597	03/07/2025	Sensr Solutions Pty Ltd	Videography Services	\$5,692.50
EFT185598	03/07/2025	Showmewa	Aerial Imagery	\$920.00
EFT185599	03/07/2025	Soil Solutions Pty Ltd	Road Base	\$726.30
EFT185600	03/07/2025	Southern Site Hire	Plant And Equipment Hire	\$990.00
EFT185601	03/07/2025	Star Sales And Service	Plant Parts And Repairs Po 43420	\$25.00
EFT185602	03/07/2025	Albany Lock & Security	Locksmith Services	\$1,509.60
EFT185603	03/07/2025	Albany Iga & Spencer Park Iga	Catering Supplies	\$90.00
EFT185604	03/07/2025	Synergy	Electricity Charges	\$3,222.35
EFT185605	03/07/2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	\$5,078.69
EFT185606	03/07/2025	Total Green Recycling	Recycling Services Q23038	\$4,547.15
EFT185607	03/07/2025	Toyworld Albany	Event Supplies	\$719.40
EFT185608	03/07/2025	Denmark Traffic Pty Ltd	Traffic Control C24015A	\$3,768.50
EFT185609	03/07/2025	Truckline	Plant Parts And Repairs	\$132.00



**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>ELECTRONIC FUND TRANSFER PAYMENTS</b>				
<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT185610	03/07/2025	Truck Centre Wa Pty Ltd	Plant Parts And Repairs	\$1,933.65
EFT185611	03/07/2025	Turtle Traffic Pty Ltd	Traffic Control C24015C	\$2,684.29
EFT185612	03/07/2025	Julie Tulip	Workshop Presentation	\$280.00
EFT185613	03/07/2025	Albany Tyrepower	Tyre Maintenance / Supply	\$623.55
EFT185614	03/07/2025	Albany Veterinary Hospital Pty Ltd	Veterinary Services	\$175.84
EFT185615	03/07/2025	Virginia Miles	Cleaning Services Q23030	\$2,665.00
EFT185616	03/07/2025	Wcp Civil Pty Ltd	Construction Services	\$548,716.34
EFT185617	03/07/2025	Westrac Equipment Pty Ltd	Plant Parts And Repairs	\$1,609.39
EFT185618	03/07/2025	Westshred Document Disposal	Document Disposal	\$363.00
EFT185619	03/07/2025	We've Done The Cooking	Catering	\$1,271.80
EFT185620	03/07/2025	Wheatbelt Services Pty Ltd	Road Furniture Supply	\$4,336.20
EFT185621	03/07/2025	Woolworths Group Limited	Groceries For Daycare	\$789.97
EFT185622	03/07/2025	Jon Woolf	Animal Collection Services Q23033	\$425.00
EFT185623	03/07/2025	Zenith Laundry	Laundry Expenses	\$95.45
EFT185624	04/07/2025	Pivotel Satellite Pty Limited	Spot Tracking Charges	\$310.00
EFT185625	04/07/2025	Telstra	Telephone Charges	\$10,432.52
EFT185626	10/07/2025	Acme Drycleaner & Laundry Services	Laundry Expenses	\$31.00
EFT185627	10/07/2025	Ad Contractors Pty Ltd	Plant And Equipment Hire	\$14,825.25
EFT185628	10/07/2025	Advertiser Print	Printing Services	\$1,958.00
EFT185629	10/07/2025	Delta Agribusiness Pty Ltd T/As Wellstead Rural Services	Fuel Supplies	\$240.08
EFT185630	10/07/2025	Albany Garden Services	Gardening Services	\$481.95
EFT185631	10/07/2025	Airport Consultancy Group - Engineering Pty Ltd	Planning Layouts & Tender Doc Support	\$10,912.00
EFT185632	10/07/2025	Opteon (Albany And Great Southern Wa)	Valuation Services	\$4,400.00
EFT185633	10/07/2025	Albany V-Belt And Rubber	Plant Parts And Repairs	\$2,834.32
EFT185634	10/07/2025	Albany Powder Coaters	Powdercoating Services	\$547.75
EFT185635	10/07/2025	Albany Golf Club	CSRFF Grant Payment	\$440,000.00
EFT185636	10/07/2025	Albany Windows	Building Maintenance Supplies	\$6,662.00
EFT185637	10/07/2025	Albany Laserscape	Event Services	\$350.00
EFT185638	10/07/2025	Albany Irrigation & Drilling	Irrigation Supplies	\$437.21
EFT185639	10/07/2025	Albany Records Management	Offsite Storage	\$1,218.47
EFT185640	10/07/2025	Albany Art Cafe & Workshops	Catering Services	\$210.00
EFT185641	10/07/2025	Paperbark Merchants	Purchase Of Books	\$597.41
EFT185642	10/07/2025	Animal Pest Management Services	Feral Cat Control	\$1,947.00
EFT185643	10/07/2025	Antonia'S Dance Studio	Dance Classes	\$520.00



**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>ELECTRONIC FUND TRANSFER PAYMENTS</b>				
<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT185644	10/07/2025	Australian Parking & Revenue Control Pty Ltd T/A Aparc	Subscription Fee	\$170.33
EFT185645	10/07/2025	Albany Solar Pumps	Solar Power Install	\$9,500.00
EFT185646	10/07/2025	Atc Work Smart	Casual Labour / Apprentices	\$4,278.56
EFT185647	10/07/2025	Australia'S South West Incorporated	Desktop Research & Stakeholder Consultation	\$12,579.00
EFT185648	10/07/2025	Great Southern Tree Care Pty Ltd	Vegetation Management Services	\$660.00
EFT185649	10/07/2025	Fleetcard	Fleetcard - June 2025	\$5,984.11
EFT185650	10/07/2025	Bio Diverse Solutions	Fauna Spotter	\$13,930.09
EFT185651	10/07/2025	Bookeasy	Bookeasy Booking Fees	\$548.35
EFT185652	10/07/2025	Brooks Hire Service Pty Ltd	Plant And Equipment Hire	\$30,011.72
EFT185653	10/07/2025	Blue Sky Renewables Pty Ltd	Thermal Energy Supply June 2025	\$55,807.10
EFT185654	10/07/2025	Department Of Mines, Industry Regulation And Safety	BSL Levy Collected	\$20,236.69
EFT185655	10/07/2025	Bunnings Group Limited	Hardware Supplies / Tools	\$8,842.12
EFT185656	10/07/2025	Cabcharge Payments Pty Ltd	Cabcharge Fees June 2025	\$562.61
EFT185657	10/07/2025	Camlyn Springs	Refresh Refills June 2025	\$272.00
EFT185658	10/07/2025	J & S Castlehow Electrical Services	Electrical Services	\$6,884.35
EFT185659	10/07/2025	Cast-Tech Group	Construction Services C22006	\$4,055.52
EFT185660	10/07/2025	Centigrade Services Pty Ltd	Replacement Of Defective Coil	\$19,480.43
EFT185661	10/07/2025	Choiceone Pty Ltd	Casual Labour / Apprentices	\$446.28
EFT185662	10/07/2025	Cleanaway Pty Limited	Waste Removal Contract	\$293,407.02
EFT185663	10/07/2025	Coles Supermarkets Australia Pty Ltd	Late Payment Fee	\$16.99
EFT185664	10/07/2025	Common Ground Trails Pty Ltd	Consultancy Services	\$1,463.00
EFT185665	10/07/2025	Albany Signs	Aluminium Signs	\$9,328.00
EFT185666	10/07/2025	John Philip Cox	Refund Of Licence Fee For Animal Registration	\$38.75
EFT185667	10/07/2025	Creations Homes Pty Ltd	Progress Claim	\$19,264.57
EFT185668	10/07/2025	Community Resources Ltd (Soft Landing)	Mattress Recycling	\$30,136.58
EFT185669	10/07/2025	Coles Supermarkets Australia Pty Ltd (Online Only)	Event Supplies	\$665.00
EFT185670	10/07/2025	Country Women'S Association Of Wa (Inc)	Catering Services	\$330.00
EFT185671	10/07/2025	D & K Engineering	Plant Parts And Repairs	\$3,469.99
EFT185672	10/07/2025	Datacom Solutions (Au) Pty Ltd	Software Implementation Costs C23007	\$122,428.90
EFT185673	10/07/2025	35 Degrees South	Surveying Services	\$8,156.79
EFT185674	10/07/2025	Cgs Quality Cleaning	Cleaning Services	\$23,052.60
EFT185675	10/07/2025	Landgate	Title Searches June 2025	\$742.12
EFT185676	10/07/2025	Department Of Transport	Information Fees	\$295.75
EFT185677	10/07/2025	Sandra Dixon	EAP Services	\$190.00

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>ELECTRONIC FUND TRANSFER PAYMENTS</b>				
<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT185678	10/07/2025	Daimler Trucks Perth	Plant Parts And Repairs	\$575.69
EFT185679	10/07/2025	Emu Point Sporting Club Inc	Venue Hire	\$176.00
EFT185680	10/07/2025	Ents Forestry Pty Ltd	Management Lake Warburton Treefarm	\$6,089.40
EFT185681	10/07/2025	Evolve Wa	Workshop Supplies	\$228.75
EFT185682	10/07/2025	Eyerite Signs	Signage	\$64,931.50
EFT185683	10/07/2025	The Factory Aust Pty Ltd	Deposit for 2025 Christmas Lights	\$22,000.00
EFT185684	10/07/2025	Margaret Farmer T/A Farmer's Catering	Catering Services	\$446.76
EFT185685	10/07/2025	Albany Fencing Company	Temporary Fencing	\$132.00
EFT185686	10/07/2025	All Truck Repairs	Plant Parts And Repairs	\$2,588.60
EFT185687	10/07/2025	Rebecca Froehnel	Staff Travel Reimbursement	\$92.58
EFT185688	10/07/2025	Get Grazing Co	Catering	\$150.00
EFT185689	10/07/2025	Glen Flood Group Pty Ltd - Gfg Consulting	Implementation Of Maintenance Manual	\$9,845.00
EFT185690	10/07/2025	Great Southern Pest & Weed Control / Albany Pest & Weed Control	Pest Management Services Q23031	\$1,928.25
EFT185691	10/07/2025	Great Southern Landscaping & Irrigation	Plant Purchases	\$7,590.00
EFT185692	10/07/2025	Ghd Pty Ltd	Design Services	\$9,888.01
EFT185693	10/07/2025	Heron Construction	Progress Claim - Surf Reef	\$1,157,218.26
EFT185694	10/07/2025	Hobbs Painting And Decorating	Painting Services Q24029A	\$2,400.00
EFT185695	10/07/2025	Hudson Sewage Services	Quarterly Maintenance	\$368.00
EFT185696	10/07/2025	Impact Services Pty Ltd	Casual Labour / Apprentices	\$4,959.50
EFT185697	10/07/2025	Indra Geidans	Staff Reimbursement	\$98.02
EFT185698	10/07/2025	Iventure Wa Pty Ltd	May & June 2025 Sales	\$7,341.00
EFT185699	10/07/2025	Albany Jb Hi-Fi Group Pty Ltd	It Products / Supplies	\$2,569.18
EFT185700	10/07/2025	Jca Contracting Services	Plant And Equipment Hire Q24002C	\$7,088.50
EFT185701	10/07/2025	Juniper A Uniting Church Community	Venue Hire	\$115.50
EFT185702	10/07/2025	Just Sew Embroidery	Uniforms / PPE	\$171.05
EFT185703	10/07/2025	Kc Psychological Services	EAP Services	\$1,665.00
EFT185704	10/07/2025	Lgc Traffic Management	Traffic Manangement	\$1,650.00
EFT185705	10/07/2025	Little India Cafe & Restaurant	Workshop Facilitation	\$1,000.00
EFT185706	10/07/2025	Marshall Mowers	Wood Chipper	\$4,699.00
EFT185707	10/07/2025	Market Creations Agency Pty Ltd	Module Implementation - Landing Pages	\$1,414.60
EFT185708	10/07/2025	Lift Design	Lift Replacement Q24045	\$21,978.00
EFT185709	10/07/2025	Modern Teaching Aids Pty Ltd	Daycare Supplies	\$725.95
EFT185710	10/07/2025	Mills Oakley Lawyers	Legal Fees	\$1,168.75
EFT185711	10/07/2025	North Road Supa Iga	Catering Supplies	\$279.50

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>ELECTRONIC FUND TRANSFER PAYMENTS</b>				
<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT185712	10/07/2025	Officeworks Superstores Pty Ltd	Stationery / Office Supplies	\$567.15
EFT185713	10/07/2025	Ixom	Pool Chemicals	\$730.73
EFT185714	10/07/2025	Orikan New Zealand Limited	Credit Card Transaction Fee	\$38.02
EFT185715	10/07/2025	Over The Wire	Internet Charges	\$99.00
EFT185716	10/07/2025	Palmer Earthmoving - Palmer Civil Construction	Crushed Gravel	\$79,459.71
EFT185717	10/07/2025	Lutz And Sally Pamberger	EAP Services	\$643.50
EFT185718	10/07/2025	Penrose Professional Lawn care	Mow & Edge Lawns	\$308.00
EFT185719	10/07/2025	Heidelberg Materials Australia Pty Ltd (Formerly Hanson)	Concrete Supplies / Products	\$4,415.63
EFT185720	10/07/2025	Albany Plumbing And Gas	Plumbing Services C24016	\$850.75
EFT185721	10/07/2025	Yorklands Farms	Gravel Royalties	\$27,858.60
EFT185722	10/07/2025	Masters Psychology	EAP Services	\$440.00
EFT185723	10/07/2025	Natalie Radivojevic	Staff Travel Reimbursement	\$224.50
EFT185724	10/07/2025	Rainbow 7 Carpet Care	Cleaning Of Wet Areas	\$1,430.00
EFT185725	10/07/2025	Reconnect Health And Wellbeing	EAP Services	\$594.00
EFT185726	10/07/2025	Reece Pty Ltd	Baby Change Table	\$992.09
EFT185727	10/07/2025	R-Group International	It Services / Products	\$512.23
EFT185728	10/07/2025	Basketball Ringleader	Multi Use Court Rings	\$16,456.00
EFT185729	10/07/2025	River Hill Wa Pty Ltd	Hire Of Plant	\$6,380.00
EFT185730	10/07/2025	Sapid Catering	Cleaning Services	\$392.31
EFT185731	10/07/2025	Seashore Engineering Pty Ltd	Design Services Q23029	\$4,510.00
EFT185732	10/07/2025	Seek Limited	Job Advertising	\$1,529.33
EFT185733	10/07/2025	Smiths Aluminium And 4Wd Centre	Building Maintenance Supplies	\$3,085.00
EFT185734	10/07/2025	Soil Solutions Pty Ltd	Fogo Processing	\$143,413.36
EFT185735	10/07/2025	Southern Tool And Fastener Co	Hardware Supplies	\$396.40
EFT185736	10/07/2025	Southern Cross Austereo Pty Ltd	Advertising	\$1,729.20
EFT185737	10/07/2025	Spyx'S Vermin Control	Animal Management Services	\$5,274.92
EFT185738	10/07/2025	Stantec Australia Pty Ltd	Design Of Admiral Street, Reconstruction	\$14,762.00
EFT185739	10/07/2025	Stirling Print	Printing Services	\$360.00
EFT185740	10/07/2025	Albany Iga & Spencer Park Iga	Catering Supplies	\$936.94
EFT185741	10/07/2025	Synergy	Electricity Charges	\$106,059.35
EFT185742	10/07/2025	T & C Supplies Pty Ltd	Hardware Supplies / Tools	\$705.76
EFT185743	10/07/2025	Think Water Great Southern	Irrigation Supplies	\$1,631.82
EFT185744	10/07/2025	Team Global Express Pty Ltd	Courier Fees	\$4,358.78
EFT185745	10/07/2025	Tourism Council Western Australia	Membership Renewal	\$3,850.00

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>ELECTRONIC FUND TRANSFER PAYMENTS</b>				
<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT185746	10/07/2025	Tapestry Psychology & Consulting Pty Ltd	EAP Services	\$275.00
EFT185747	10/07/2025	Denmark Traffic Pty Ltd	Traffic Control C24015A	\$7,242.00
EFT185748	10/07/2025	Turtle Traffic Pty Ltd	Traffic Control C24015C	\$523.60
EFT185749	10/07/2025	Albany Tyrepower	Tyre Maintenance / Supply	\$570.00
EFT185750	10/07/2025	Moore Australia (Wa) Pty Ltd	Strategic Rating Review	\$47,300.00
EFT185751	10/07/2025	Urbis Pty Ltd	Heritage Advisory Services	\$1,848.00
EFT185752	10/07/2025	Judith Want	Staff Travel Reimbursement	\$215.03
EFT185753	10/07/2025	WCP Civil Pty Ltd	Progress Claim - Seymore, Nelson McLeod pathway	\$352,798.13
EFT185754	10/07/2025	Welsh Airconditioning Services	Reclaim Refridgerant From Disposed Refrigerators	\$748.00
EFT185755	10/07/2025	Westrac Equipment Pty Ltd	Purchase Of Plant	\$539,751.26
EFT185756	10/07/2025	The West Australian Newspapers Limited	Advertising	\$12,900.83
EFT185757	10/07/2025	We've Done The Cooking	Catering Services	\$732.40
EFT185758	10/07/2025	Win Television Network Pty Ltd T/A Sky News	Advertising	\$187.00
EFT185759	10/07/2025	Jon Woolf	Animal Collection Services	\$425.00
EFT185760	10/07/2025	Wren Oil	Collection Of Waste Oil	\$242.00
EFT185761	10/07/2025	Wurth Australia Pty Ltd	Plant Parts And Repairs	\$281.30
EFT185762	10/07/2025	Zenith Laundry	Laundry Expenses	\$137.67

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**\$6,270,932.11**

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**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 29 JULY 2025**

CREDIT CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
29/05/2025	PAPERBARK MERCHANTS	Ticket for Deputy Mayor to attend the State Budget Briefing	\$35.00
09/06/2025	PAPERBARK MERCHANTS	Ticket for Cr MacLaren to attend the State Budget Briefing	\$35.00
10/06/2025	REX	Flight for Deputy Mayor to Perth	\$319.85
19/06/2025	PAPERBARK MERCHANTS	Ticket for Budget Briefing for Cr Lionetti	\$35.00
23/06/2025	SPENCER PARK BUTCHER	Bushfire Brigades end of season sun downer	\$420.09
23/06/2025	WOOLWORTHS	Salads - Bushfire brigade end of season sundowner	\$42.00
24/06/2025	REX	Credit: Flight for Deputy Mayor to Perth	-\$311.29
30/06/2025	DEPT OF HEALTH	Poisons Permit Receipt	\$136.00
30/06/2025	KRYSTA GUILLE	Photography - Customer Service Staff	\$660.00
30/06/2025	PARKS AND LEISURE AUSTRALIA	Annual Corporate Membership	\$1,375.00
01/07/2025	ADINA CANBERRA	CEO, Mayor, Deputy Mayor meal allowance at National General Assembly of Local Government	\$80.00
01/07/2025	ADINA CANBERRA	CEO, Mayor, Deputy Mayor meal allowance at National General Assembly of Local Government	\$158.33
01/07/2025	AUTOSPARK ALBANY	P375 Brake Controller	\$350.00
01/07/2025	CANVA	Canva registration renewal	\$164.99
01/07/2025	EBAY	Battery for Handheld Scanner	\$12.95
01/07/2025	OFFICEWORKS	Office Works- Bulk confectionery for Maritime Festival Movies 2025 Pick n Mix	\$218.83
01/07/2025	THE SEED COLLECTION	2,000x seed packets branded with both NAIDOC and City of Albany logos to give out as a sustainable "merch" item at the NAIDOC Festival	\$2,808.99
01/07/2025	THE SEED COLLECTION	3,000x seed packets branded with City of Albany logo to give out as a sustainable "merch" item at the Albany Agricultural Show and other events	\$2,408.99
01/07/2025	WASTE MANAGEMENT	Landfill Training Module 3: Gas Generation - J Passmore and S Orr	\$506.50
01/07/2025	WELLSTEAD RURAL SERV	Fuel- Returning from Jerramungup Shire - Emergency Services Officer	\$106.65
02/07/2025	ARTWORKARCHIVECOM	COA Art collection website	\$1,085.89
02/07/2025	AUSTRALIAN INSTITUTE OF PROJECT MANAGEMENT	Australian Institute of Project Management yearly membership for A McEwan	\$510.60
02/07/2025	GOOGLE ADS	Google Ad Cost per Click Advertising - National Anzac Centre - Communications	\$0.02
02/07/2025	INTNL TRANSACTION FEE	International Transaction fee for Artwork archive art collection website	\$27.15
02/07/2025	NUTRIEN AG SOLUTIONS	Norman's fencing	\$492.33
02/07/2025	OFFICEWORKS	Items for exhibition public programs - Maritime Exhibition	\$51.50
02/07/2025	R&J BATTERIES ALBANY	P4036 Vehicle Battery Replacement	\$179.71
03/07/2025	ALBANY IGA	Staff Milk	\$4.99
03/07/2025	DOT - LICENSING	Registration renewal P904	\$282.20
03/07/2025	LIVE PAYMENTS	Taxi for R Batten from Airport to Accommodation - RCA WA EA Workshop	\$56.18
03/07/2025	MAIN ROADS WA	Restricted Access Vehicle Permit P904	\$50.00
03/07/2025	MAIN ROADS WA	Special Purpose Vehicle Permit P844	\$25.00

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 29 JULY 2025**

CREDIT CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
03/07/2025	MAIN ROADS WA	Restricted Access Vehicle Permit P903	\$50.00
03/07/2025	MAIN ROADS WA	Transaction not processed by Main Roads website but charged to card - to be reimbursed	\$50.00
03/07/2025	MAIN ROADS WA	Transaction not processed by Main Roads website but charged to card	\$125.00
03/07/2025	MAIN ROADS WA	Transaction not processed by Main Roads website but charged to card	\$125.00
03/07/2025	MANIFEST BLOG	Purchase of Local Stock author Biance Breen	\$53.95
03/07/2025	MANIFEST BLOG	Purchase of Local Stock author Biance Breen	\$10.03
03/07/2025	NUTRIEN AG SOLUTIONS	Norman's beach	\$533.62
03/07/2025	R&J BATTERIES ALBANY	P8872 Vehicle Battery Replacement	\$209.56
03/07/2025	TRUCK CENTRE WA PTY	P393 Diagnose and Repair Speed Sensor Fault	\$674.28
03/07/2025	TRUCK CENTRE WA PTY	P337 Diagnose Transmission Fault + Clear codes	\$170.50
04/07/2025	ALBANY IGA	Retirement Catering For A Wright	\$339.17
04/07/2025	AMAZON AU RETAIL	Local Stock Book Purchase	\$34.77
04/07/2025	AUTOSPARK ALBANY	P2270 Replacement Tail lights	\$115.20
04/07/2025	AUTOSPARK ALBANY	Supply Light Bar, Two Way and 24/12v Converter	\$1,040.20
04/07/2025	COLES	Town Hall - Bar stock and kitchen materials	\$151.47
04/07/2025	COLES	Town Hall - Bar stock and kitchen materials	\$29.03
04/07/2025	LS COSTANZA PTY LTD	Breakfast for D Clark and R Batten - RCAWA EA workshop in Perth	\$53.34
04/07/2025	QUEST WEST END	R Batten and D Clark Accommodation	\$697.59
04/07/2025	SWAN TAXIS	Taxi for D Clark and R Batten - RCA WA EA Workshop	\$16.80
07/07/2025	AL CURNOW HYDRAULICS	Supply 2 x o rings	\$18.83
07/07/2025	ALBANY IGA	Catering - NAIDOC event	\$8.80
07/07/2025	ALBANY IGA	Catering - NAIDOC event	\$9.30
07/07/2025	BEVANS WA PTY LTD	Ice	\$20.00
07/07/2025	COLES	Town Hall - Bar stock	\$96.00
07/07/2025	DROPBOX	Dropbox Subscription	\$75.00
07/07/2025	INTNL TRANSACTION FEE	International Transaction fee for Scribe Licence Subscription	\$4.01
07/07/2025	MAILCHIMP	Monthly Mailchimp Plan - Communications	\$629.96
07/07/2025	REZDY	Rezdy Software renewal - Anzac Centre	\$294.69
07/07/2025	SCRIBEHOW	Scribe Licence Subscription	\$160.45
07/07/2025	SWAN TAXIS PTY LTD	Taxi for D Clark and R Batten - from dinner venue to accommodation - RCA WA EA Workshop	\$17.96
07/07/2025	TIISCH	R Batten and D Clark - Breakfast	\$41.90
07/07/2025	WOOLWORTHS	Live @ Town Hall - refreshments	\$23.65
07/07/2025	WOOLWORTHS	Live @ Town Hall - refreshments	\$86.24
07/07/2025	WOOLWORTHS	NAIDOC event - refreshments	\$21.10
07/07/2025	YARNMARKETPLACE	Uniforms for Planning Staff	\$142.08



**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 29 JULY 2025**

CREDIT CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
08/07/2025	AFGRI ALBANY	Grease for wheel bearings	\$38.79
08/07/2025	AUSTRALIAS SOUTH WEST	Annual Membership for National Anzac Centre	\$435.00
08/07/2025	CAFE ESPRESSO ONE	Meeting Expense - Meeting with Cr Traill/Cruse - 4 pax	\$22.33
08/07/2025	GM TAXIPAY	Taxi fare from Perth to Airport for return flight - RCA WA EA Workshop	\$52.50
08/07/2025	REX	Flights for EDCACS to attend Great Southern Wine Tourism Alliance Stakeholder workshop	\$408.95
08/07/2025	SPOTLIGHT ALBANY	Repairs to curtain hooks - Retravision Stadium	\$23.00
08/07/2025	WESTERN POWER	High Load Movement Permit for P903	\$280.12
08/07/2025	WOOLWORTHS	Vancouver Arts Centre - kitchen supplies, volunteer morning tea, cleaning supplies	\$60.61
08/07/2025	WOOLWORTHS	Vancouver Arts Centre - kitchen supplies, volunteer morning tea, cleaning supplies	\$79.64
09/07/2025	ALGA NGA	Deputy Mayor National General Assembly Australian Local Government Association regional forum ticket for welcome reception	\$179.00
09/07/2025	BUNNINGS	Maintenance - Wheels for whiteboard	\$4.65
09/07/2025	FACEBOOK	Facebook and Instagram Advertising	\$7.43
09/07/2025	FACEBOOK	Facebook and Instagram Advertising	\$49.91
09/07/2025	FACEBOOK	Facebook and Instagram Advertising	\$49.98
09/07/2025	FACEBOOK	Facebook and Instagram Advertising	\$24.43
09/07/2025	FACEBOOK	Facebook and Instagram Advertising	\$29.94
09/07/2025	FACEBOOK	Facebook and Instagram Advertising	\$13.03
09/07/2025	FACEBOOK	Facebook and Instagram Advertising	\$50.00
09/07/2025	T AND T WA PTY LTD	Vehicle Repairs - Indicator	\$37.96
09/07/2025	WOOLWORTHS	Library - Staff milk and event supplies	\$4.35
09/07/2025	WOOLWORTHS	Library - Staff milk and event supplies	\$6.50
09/07/2025	WOOLWORTHS	Library - Staff milk and event supplies	\$17.20
10/07/2025	CAMLTYICSCOM	IT - Monthly licence subscription	\$55.52
10/07/2025	EG*TRVL	Accommodation for Rates Coordinator for Training in Perth	\$411.56
10/07/2025	INTNL TRANSACTION FEE	International Transaction fee for Camlytics	\$1.39
10/07/2025	INTNL TRANSACTION FEE	Albany Leisure & Aquatic Centre - Monthly Subscription - Music Service	\$0.98
10/07/2025	REX	Flights for Rates Coordinator to Perth for Training	\$257.69
10/07/2025	SOUNDTRACK YOUR BRAND	Albany Leisure & Aquatic Centre - Monthly Subscription - Music Service	\$39.07
10/07/2025	T AND C SUPPLIES	Normans beach fencing	\$66.38
11/07/2025	BUNNINGS	Shelf studs	\$8.07
14/07/2025	ALBANY IGA	Staff milk	\$8.29
14/07/2025	AUSTRALIAS SOUTH WEST	Refund - Annual Membership for National Anzac Centre - Duplicate Order	-\$435.00
14/07/2025	ENGINEERING EDUCATION	3x registrations - Fundamentals of Geotechnical Engineering	\$1,235.28
14/07/2025	INTNL TRANSACTION FEE	International Transaction Fee for AVC Goods - Rear Projection Film for Window	\$39.75

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 29 JULY 2025**

CREDIT CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
14/07/2025	PERTH LASER & FACE	ENT appointment - WorkCover hearing test	\$472.50
14/07/2025	PERTH LASER & FACE	ENT appointment - WorkCover hearing test	\$230.00
14/07/2025	PRO DISPLAY	Clearview Rear Projection Film Bespoke Crating & Packaging - Albany Visitors Centre	\$1,590.08
14/07/2025	REX	Flights - Albany to Perth Return - Australian Disaster Resilience Conference - Community Development Coordinator	\$777.59
14/07/2025	WIXCOM AUSTRALIA PTY	Wix -3 Year Subscription - City of Albany Events Page	\$150.59
14/07/2025	WWW.SKYMESH.NET.AU	IT - Monthly service subscription	\$65.60
15/07/2025	T AND C SUPPLIES	Tool repairs	\$90.00
15/07/2025	THE INSTITUTION OF ENGINEERING AUSTRALIA	Engineering Australia professional membership for A Millar	\$750.00
15/07/2025	ZAMA YOGA	Registration for online Yoga instructor course	\$333.00
16/07/2025	COLES	Lego Display Lighting	\$22.00
16/07/2025	MIDDLETON ROAD ROASTER	CEO, EDIDE and D Delury retirement	\$19.00
16/07/2025	T AND C SUPPLIES	Materials for outdoor seats	\$79.76
16/07/2025	T AND C SUPPLIES	Light pole repairs - Skate Park	\$44.02
16/07/2025	YODECK.COM.FLIPNODE	Monthly software subscription	\$234.00
17/07/2025	LOKKHART PTY LTD	Lock replacement	\$210.85
17/07/2025	NEVILLES HARDWARE	Graffiti removal - Mt Melville Lookout	\$167.90
17/07/2025	T AND C SUPPLIES	Saw blades for bus shelters	\$69.96
18/07/2025	COLES	Goods for Nth Rd Administration Building	\$23.54
18/07/2025	COLES	Goods for Nth Rd Administration Building	\$12.44
18/07/2025	COLES	Amenities for Nth Rd Office	\$1.28
18/07/2025	COLES	Amenities for Nth Rd Office	\$1.28
18/07/2025	COLES	Amenities for Nth Rd Office	\$1.28
18/07/2025	COLES	Amenities for Nth Rd Office	\$1.28
18/07/2025	DEPT OF RACING GAMING	Liquor license Roger Guinery event Town Hall	\$60.50
18/07/2025	INTNL TRANSACTION FEE	International fee - Scribe	\$29.98
18/07/2025	OFFICEWORKS	Paint pens for afternoon watercolour session - Library	\$8.28
18/07/2025	SCRIBEHOW	Software Licences	\$1,199.34
18/07/2025	T AND C SUPPLIES	Items for ALAC job	\$142.89
18/07/2025	T AND C SUPPLIES	Items for ALAC job	\$0.07
18/07/2025	TOBACCO STATION ALBANY	Card refund: Incorrect Purchase - Personal item by mistake, transaction refunded	-\$95.99
18/07/2025	TOBACCO STATION ALBANY	Incorrect Purchase - Personal item by mistake, transaction refunded	\$95.99
21/07/2025	ALBANY ALLSOILS	Daycare drain repairs	\$190.00
21/07/2025	ALBANY ALLSOILS	Premix for concrete	\$190.00
21/07/2025	BREDCO	Event Catering - Library	\$55.00
21/07/2025	BREDCO	Event Catering - Library	\$0.75



**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 29 JULY 2025**

CREDIT CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
21/07/2025	HEADSPACE	Headspace subscription for staff member	\$91.99
21/07/2025	INLOGIK PTY LIMITED	Ongoing Monthly fees for Credit card users	\$496.10
21/07/2025	M&B SALES ALBANY	Pine decking - Lake Seppings	\$164.31
21/07/2025	NEVILLES HARDWARE	Items for seats	\$50.20
21/07/2025	RPG MINI HUNTER	Miniatures and Painting Resources for Make it Monthly & D&D - Library	\$254.65
21/07/2025	T AND C SUPPLIES	Items for seats	\$129.08
21/07/2025	WOOLWORTHS	Library - Meeting Room Supplies	\$20.35
21/07/2025	WOOLWORTHS	Library - Meeting Room Supplies	\$15.00
21/07/2025	WOOLWORTHS	Library - Meeting Room Supplies	\$27.15
22/07/2025	BABA FATTOUSH CAFE	Morning Tea for A McEwan	\$11.50
22/07/2025	BUNNINGS	Items for VAC Annex	\$74.74
22/07/2025	GREAT SOUTHERN SUPPLIES	Soap for City toilets	\$282.00
22/07/2025	IVY BLUE SKIN & BE	Gift Voucher for A James for maternity leave	\$100.00
22/07/2025	NESPRESSO AU	Coffee supplies for North Road Meeting Rooms	\$311.50
22/07/2025	OFFICE NATIONAL	Paper towel dispensers for city toilets	\$98.00
22/07/2025	T AND C SUPPLIES	Items for stadium	\$78.24
22/07/2025	WIXCOM AUSTRALIA PTY	Wix - Monthly Subscription - City of Albany Events App Charge	\$7.41
23/07/2025	EBAY	Battery for barcode scanner	\$62.84
23/07/2025	G & L SHEETMETAL	Cover for over outside vents to prevent water getting into Town Hall building	\$55.00
23/07/2025	MUKINBUDIN CARAVAN PARK	Accommodation for the Spydus Migration Project - 1 Night, 2 Rooms	\$346.80
23/07/2025	STARLINK INTERNET	Monthly software subscription	\$150.00
23/07/2025	T AND C SUPPLIES	Tool engraving - Dremel cutter tip engraving	\$21.08
23/07/2025	T AND C SUPPLIES	Ski club gazebo - Bench seating	\$136.01
23/07/2025	T AND C SUPPLIES	Hole saw	\$29.00
23/07/2025	WEARITPURPLE	Posters and Stickers for all sites for wear it purple day 2025	\$31.49
24/07/2025	BUNNINGS	Items for VAC	\$58.47
24/07/2025	CROWN PROMENADE PERTH	Accommodation for D Koster to attend Aust Institute of Building Surveyors Conference	\$692.88
24/07/2025	LOKKHART PTY LTD	Lock replacement	\$124.45
24/07/2025	M&B SALES ALBANY	Luke pen walk bridge repair	\$83.56
24/07/2025	NEURO ORTHOPAEDIC	Special Request Book Order	\$50.50
24/07/2025	NORTH ROAD SUPA IGA	Morning tea for Airport SMS meeting	\$12.54
24/07/2025	NORTH ROAD SUPA IGA	Morning tea for Airport SMS meeting	\$10.95
24/07/2025	SHIRE OF BROOKTON	Accommodation for the Spydus Migration Project 2025 - Library Systems Coordinator & Library Systems Project Officer	\$369.00
24/07/2025	T AND C SUPPLIES	Items for the Vancouver Arts Centre	\$10.12
24/07/2025	WWC-COMMUNITIES	Working with Child Check Renewal - D Adeline	\$87.00

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 29 JULY 2025**

CREDIT CARD TRANSACTIONS			
DATE	PAYEE	DESCRIPTION	AMOUNT
25/07/2025	ALBANY IGA	Catering - IDE Directorate BBQ	\$66.11
25/07/2025	ALBANY IGA	Catering - IDE Directorate BBQ	\$17.28
25/07/2025	ALBANY IGA	Staff Milk	\$8.29
25/07/2025	ALDI	Biscuits for volunteer invigilators	\$10.97
25/07/2025	BUNNINGS	Items for VAC	\$570.02
25/07/2025	MAIN ROADS WA	Reimbursement of incorrect charges to credit card	-\$125.00
25/07/2025	MAIN ROADS WA	Reimbursement of incorrect charges to credit card	-\$125.00
25/07/2025	SLEEP AND SON PTY LTD	Public toilet tank stands	\$621.28
25/07/2025	T AND C SUPPLIES	Items for Hanrahan waste site	\$96.62
25/07/2025	ZOOM.COM	IT - Monthly software subscription	\$201.54
28/07/2025	BP MANDURAH	Fuel	\$90.81
28/07/2025	CASA LEVY	Registration of commercial drone for Rangers Department	\$40.00
28/07/2025	INTNL TRANSACTION FEE	Subscription - Forts Store Online Postal Shipping Rates	\$0.38
28/07/2025	SHOPIFY	Subscription - Forts Store Online Postal Shipping	\$15.27
29/07/2025	ALBANY IGA	Staff Milk	\$8.29
29/07/2025	ALBANY IGA	Staff Milk	\$9.49
29/07/2025	AUTOSPARK ALBANY	Supply Light Bar and Mounting Bracket for P4028	\$275.00
29/07/2025	BUNNINGS	Alac grandstand repairs	\$43.31
29/07/2025	FRONIUS AUSTRALIA	36 months membership for Fronius solar web monitoring	\$89.10
29/07/2025	RIVERVIEW ON MOUNT STREET	Accommodation for A McEwan to brief feasibility contractors on the Kinjarling connect project	\$412.20
29/07/2025	WWWBOOBTOFOODCOM	Two books for local stock purchase	\$109.95
			<b>\$36,226.81</b>

CITY OF ALBANY  
LIST OF ACCOUNTS FOR PAYMENT  
FOR THE PERIOD ENDING 31 JULY 2025

PAYROLL TRANSACTIONS				
DATE			DESCRIPTION	AMOUNT
08/07/2025			Superannuation	\$196,579.54
10/07/2025			Salaries	\$964,244.65
22/07/2025			Superannuation	\$193,213.65
24/07/2025			Salaries	\$949,710.77
				<b>\$ 2,303,748.61</b>

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>PURCHASING CARD TRANSACTIONS</b>			
<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>Fuel Cards:</b>			
31/05/2025	Shell Lower King	Diesel	\$80.98
31/05/2025	Liberty Albany	Diesel	\$91.99
01/06/2025	BP BUSSELTON SERVICE STATION	Premium Diesel	\$89.46
03/06/2025	Shell Reddy Express Albany Orana	Unleaded	\$77.94
03/06/2025	Ampol Foodary Albany North	Premium unleaded	\$82.83
03/06/2025	EG Fuelco Brooks Garden 94232	Unleaded	\$58.91
03/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
04/06/2025	Ampol Foodary Joondalup	Premium Diesel	\$80.89
04/06/2025	EG Fuelco Brooks Garden 94232	Premium unleaded	\$70.95
06/06/2025	Ampol Foodary Albany North	Premium Unleaded 98	\$89.36
06/06/2025	EG Fuelco Brooks Garden 94232	Premium unleaded	\$8.61
06/06/2025	Ampol Foodary Albany North	Unleaded	\$55.92
07/06/2025	BP ALLWAY MOTORS	Diesel	\$87.00
07/06/2025	BP ALLWAY MOTORS	Diesel	\$0.01
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

## PURCHASING CARD TRANSACTIONS

[illegible]

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

## PURCHASING CARD TRANSACTIONS

[illegible]

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>PURCHASING CARD TRANSACTIONS</b>			
<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
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07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
07/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
08/06/2025	Shell Denmark	Diesel	\$97.90
09/06/2025	EG Fuelco Brooks Garden 94232	Unleaded	\$43.51
09/06/2025	Caltex Mt Melville	Diesel	\$45.78
09/06/2025	Ampol Foodary Albany North	Premium Diesel	\$125.60
09/06/2025	Ampol Foodary Albany North	Premium Diesel	\$250.76
10/06/2025	ALBANY FUEL SERVICE	Premium unleaded	\$89.87
10/06/2025	Liberty Albany	Unleaded	\$39.44
10/06/2025	EG Fuelco Brooks Garden 94232	Unleaded	\$17.80
11/06/2025	Liberty Albany	Unleaded	\$69.41
12/06/2025	BP ALLWAY MOTORS	Diesel	\$74.85
12/06/2025	Ampol Foodary Albany North	Unleaded	\$39.54

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>PURCHASING CARD TRANSACTIONS</b>			
<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
13/06/2025	Shell Denmark	Premium Unleaded 98	\$108.55
13/06/2025	Liberty Albany	Unleaded	\$53.82
13/06/2025	Ampol Foodary Williams	Premium Diesel	\$75.93
13/06/2025	EG Fuelco Brooks Garden 94232	Diesel	\$80.00
13/06/2025	EG Fuelco Brooks Garden 94232	Diesel	\$9.84
13/06/2025	Caltex Bunbury South	Premium unleaded	\$80.67
14/06/2025	Shell Reddy Express Duncraig	Premium Unleaded 98	\$90.70
15/06/2025	BURK ARTHUR RIVER	Diesel	\$72.46
16/06/2025	BP WILLIAMS	Diesel	\$98.37
16/06/2025	Ampol Foodary Albany North	Unleaded	\$30.42
17/06/2025	Ampol Foodary Albany North	Premium Diesel	\$222.32
18/06/2025	Liberty Oyster Harbour	Unleaded	\$43.50
19/06/2025	Ampol Foodary Albany North	Premium unleaded	\$70.17
19/06/2025	United East Vic Park	Unleaded	\$74.69
19/06/2025	United East Vic Park	Merchants Surcharge	\$1.98
19/06/2025	Ampol Foodary Forrestdale	Premium Diesel	\$81.68
19/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
20/06/2025	Ampol Foodary Albany North	Premium Unleaded 98	\$90.85
20/06/2025	EG Fuelco Brooks Garden 94232	Diesel	\$132.35
20/06/2025	Ampol Foodary Albany North	Premium Diesel	\$73.60
21/06/2025	BP WILLIAMS	Diesel	\$89.61
21/06/2025	Ampol Foodary Albany North	Premium unleaded	\$89.92
22/06/2025	Ampol Foodary Forrestdale	Premium Diesel	\$110.88
23/06/2025	Ampol Foodary Albany North	Premium Diesel	\$221.52
23/06/2025	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$3.29
24/06/2025	Ampol Foodary Albany North	Unleaded	\$134.83
24/06/2025	Ampol Foodary Albany North	Premium Diesel	\$158.93
24/06/2025	Ampol Foodary Albany North	Unleaded	\$69.34



**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>PURCHASING CARD TRANSACTIONS</b>			
<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
24/06/2025	Ampol Foodary Albany North	Premium Diesel	\$135.43
24/06/2025	BP ALLWAY MOTORS	Diesel	\$54.17
24/06/2025	EG Fuelco Brooks Garden 94232	Unleaded	\$53.64
25/06/2025	Ampol Foodary Albany North	Unleaded	\$33.04
25/06/2025	EG Fuelco Brooks Garden 94232	Unleaded	\$73.48
25/06/2025	Ampol Foodary Albany North	Premium Diesel	\$43.59
25/06/2025	Liberty Albany	Unleaded	\$7.37
26/06/2025	Ampol Foodary Albany North	Premium Diesel	\$109.99
26/06/2025	Ampol Foodary Williams	Unleaded	\$47.93
26/06/2025	Ampol Foodary Albany North	Premium Diesel	\$63.62
27/06/2025	Ampol Foodary Albany North	Unleaded	\$25.51
27/06/2025	Ampol Foodary Williams	Unleaded	\$35.18
27/06/2025	Shell Denmark	Premium Unleaded 98	\$116.23
27/06/2025	Ampol Foodary Albany North	Premium unleaded	\$64.45
27/06/2025	Ampol Foodary Albany North	Premium Diesel	\$63.46
27/06/2025	Ampol Foodary Albany North	Unleaded	\$69.74
27/06/2025	Ampol Foodary Albany North	Premium Diesel	\$238.12
27/06/2025	Ampol Foodary Albany North	Premium Diesel	\$99.61
27/06/2025	Ampol Foodary Albany North	Premium Diesel	\$30.90
28/06/2025	Caltex Burswood	Unleaded	\$69.97
28/06/2025	Ampol Foodary Williams	Unleaded	\$41.09
29/06/2025	Shell Reddy Express Duncraig	Unleaded	\$65.38
<b>Subtotal</b>			<b>\$5,984.11</b>

**CITY OF ALBANY**  
**LIST OF ACCOUNTS FOR PAYMENT**  
**FOR THE PERIOD ENDING 31 JULY 2025**

<b>PURCHASING CARD TRANSACTIONS</b>			
<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>Cabcharge Vouchers:</b>			
23/06/2025	ACT CABS	Taxi Travel	\$21.42
22/06/2025	EZY CABS	Taxi Travel	\$42.84
22/06/2025	SWAN TAXIS CO OP LTD	Taxi Travel	\$73.19
11/06/2025	AUZI CAB SERVICE	Taxi Travel	\$139.97
13/06/2025	SWAN TAXIS CO OP LTD	Taxi Travel	\$34.76
17/06/2025	SWAN TAXIS CO OP LTD	Taxi Travel	\$66.36
17/06/2025	BLACK & WHITE CABS (WA) P/L	Taxi Travel	\$77.70
27/06/2025	SWAN TAXIS CO OP LTD	Taxi Travel	\$77.39
27/06/2025	AUZI CAB SERVICE	Taxi Travel	\$28.98
<b>Subtotal</b>			<b>\$562.61</b>
<b>TOTAL</b>			<b>\$6,546.72</b>

**Notes:**  
 All Purchasing Card transactions noted above are dated in accordance with the supplier issued statement. All physical payments to the suppliers are made by Electronic Fund Transfer within the date range of 01 July 2025 to 31 July 2025

## EXECUTED DOCUMENT &amp; COMMON SEAL RECORD

Document Number	DATE	Description
NCSR25200656	14/08/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Award of Tender for C25002 - Fabrication and Installation of Pre-Cast Concrete Bus Shelter PARTIES: The Trustees for Rebus Restrooms Unit Trust SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (1 copy)
NCSR25200657	14/08/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Contract execution for contracts C25022 (A-C) - Provision of concrete laying services PARTIES: Black and White Concreting (A), Newcombe Concrete (B) and Vazeki Contracting (C) SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (1 copy)
NCSR25200595	13/08/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Award of Tender C25014 (A-E) - Panel - Vegetation Maintenance PARTIES: Arcadia Trees Pty Ltd (A), Barretts Tree Services (B), Bill Gibbs Excavations (C), ETS Infrastructure Management Pty Ltd (D) and Rural and Urban Land Services (E) SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (1 copy)
NCSR25200295	05/08/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Easement extinguishment document for Lot 71 No.1 Lower Denmark Road PARTIES: TJR Holdings (WA) Pty Ltd SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (1 copy)
NCSR25200059	31/07/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Award of Tender for C25007 - Provision of High and Low Pressure Cleaning Services PARTIES: CGS Quality Cleaning SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (1 copy)
NCSR25200063	31/07/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A

## EXECUTED DOCUMENT &amp; COMMON SEAL RECORD

		RE: 6 x Deeds of Assignment of Lease for Big4 Emu Beach Holiday park. Existing Leases assigned to tenants new entity. 3 x Right of Entry documents required by Commonwealth Bank for Big4 Emu Beach Pty Ltd PARTIES: Emu Beach Pty Ltd & Luke Simon Shuttleworth and Carly Renae Madden SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (9 copies)
NCSR25199952	29/07/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Service Level Agreement for the National Anzac Centre PARTIES: The West Australian Museum SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (2 copies)
NCSR25199859	28/07/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Seabed Lease City leasing from Southern Ports for Ellen Cove Jetty PARTIES: Southern Ports Authority SIGNED BY: Andrew Sharpe Chief Executive Officer and Greg Stocks Mayor (1 x copy)
NCSR25199861	28/07/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Seabed Lease City leasing from Southern Ports for Emu Point - Maintenance of Groynes and Associated Structures PARTIES: Southern Ports Authority SIGNED BY: Andrew Sharpe Chief Executive Officer and Greg Stocks Mayor (1 x copy)
NCSR25199697	23/07/2025	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Deed of Licence Portion of Crown Reserve 13773 Term of 20 years commencing 1 July 2025 PARTIES: Hang Gliding and Paragliding Association of Western Australia Inc. SIGNED BY: Andrew Sharpe, Chief Executive Officer and Gregory Stocks, Mayor (2 copies)
Document Number	Date	Description
EDR25200632	14/08/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Award of eQuote for P25016 - Supply and Delivery of Jetmaster Road Maintenance Truck PARTIES: Ausroad Manufacturing Pty Ltd

## EXECUTED DOCUMENT &amp; COMMON SEAL RECORD

		SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)
EDR25200615	13/08/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Development Application for land vested to City of Albany - Private Recreation - Additions (Patio) - Croquet & Tennis Courts PARTIES: Lower King Community Association Inc. SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)
EDR25200616	13/08/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Local Government Roll Request for 2025 Local Government Elections PARTIES: WA Electoral Commission SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)
EDR25200543	12/08/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Application for clearing permit to clear native vegetation as part of the Millbrook Road (SLK10.6-12.5) reconstruction and widening project. PARTIES: Department of Water and Environmental Regulation SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)
EDR25200546	12/08/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: LGIS Workcare Actual Wages Declaration 2024-2025 for the City of Albany PARTIES: LGIS SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)
EDR25200252	05/08/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: December 2024 Records Destruction Schedule PARTIES: N/A SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)
EDR25200216	04/08/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Approve CVA01 for Contract P25015 Item 1.1 Provisional Sum - Sand Deceleration Traps PARTIES: Phoenix Civil & Earthmoving Pty Ltd

## EXECUTED DOCUMENT &amp; COMMON SEAL RECORD

		SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)
EDR25200058	31/07/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: New requisition approval for existing contract for the new Kalgan Fire Station PARTIES: Hacer Pty Ltd T/a Smith construction SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)
EDR25200090	31/07/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Application to Department of Planning, Lands and Heritage (DPLH) under their State Heritage Grants program to deliver a Conservation Management Strategy for the Vancouver Arts Centre PARTIES: Department of Planning, Lands and Heritage (DPLH) SIGNED BY: Andrew Sharpe Chief Executive Officer (1 x copy)
EDR25199954	29/07/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Award of Tender for C25022 Panel of Suppliers - Provision of Concrete Laying Services - Letter of Award Signing PARTIES: Black and White Concreting (A), Newcombe Concrete (B) and Vazeki Contracting (C) SIGNED BY: Andrew Sharpe, Chief Executive Officer (1copy)
EDR25199967	29/07/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Sign licence application Visitor Centre PARTIES: N/A SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)
EDR25199866	28/07/2025	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Application to Lotterywest for the Summer Event Series 2025/2026 PARTIES: Lotterywest SIGNED BY: Andrew Sharpe Chief Executive Officer (1 x copy)
EDR25199924	28/07/2025	COPY OF EXECUTED DOCUMENT

## EXECUTED DOCUMENT &amp; COMMON SEAL RECORD

		<p>ITEM: N/A</p> <p>RE: Application to Housing Australia under their National housing Infrastructure Facility - Crisis and Transitional Housing Program. The City proposes acquiring two properties with the goal of delivering three detached homes for crisis and transitional accommodation for women and children experiencing family violence</p> <p>PARTIES: Housing Australia</p> <p>SIGNED BY: Andrew Sharpe Chief Executive Officer (1 x copy)</p>
EDR25199805	25/07/2025	<p>COPY OF EXECUTED DOCUMENT</p> <p>ITEM: N/A</p> <p>RE: BA9 Certificate of occupancy for Chemical Shed at City of Albany Depot</p> <p>PARTIES: City of Albany</p> <p>SIGNED BY: Andrew Sharpe Chief Executive Officer (1 x copy)</p>
EDR25199806	25/07/2025	<p>COPY OF EXECUTED DOCUMENT</p> <p>ITEM: N/A</p> <p>RE: State election commitment (Labor for Gladville Structure Plan (McKail North Urban Master Plan) - Summary Investment Proposal - Royalties for Regions</p> <p>PARTIES: Department of Primary Industries and Regional Development</p> <p>SIGNED BY: Andrew Sharpe Chief Executive Officer (1 x copy)</p>
EDR25199808	25/07/2025	<p>COPY OF EXECUTED DOCUMENT</p> <p>ITEM: N/A</p> <p>RE: Four additional courts and lighting upgrades at Albany Regional Tennis Centre</p> <p>PARTIES: Department of Creative Industries, Tourism and Sport</p> <p>SIGNED BY: Andrew Sharpe Chief Executive Officer (1 x copy)</p>
EDR25199753	24/07/2025	<p>COPY OF EXECUTED DOCUMENT</p> <p>ITEM: N/A</p> <p>RE: Award of Tender for C25014 (A-E) Panel - Vegetation Maintenance</p> <p>PARTIES: Arcadia Tress Pty Ltd (A), Barretts Trees Services (B), Bill Gibbs Excavations (C), ETS Infrastructure Management Pty Ltd (D), Rural and Urban Land Services (E)</p> <p>SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)</p>
EDR25199650	22/07/2025	COPY OF EXECUTED DOCUMENT

## EXECUTED DOCUMENT &amp; COMMON SEAL RECORD

		ITEM: N/A RE: Award of Tender C25007 - Provision of High and Low Pressure Cleaning Services PARTIES: CGS Quality Cleaning SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)



**CITY OF ALBANY**

**BUDGET REVIEW REPORT**

**FOR THE PERIOD ENDED 31 JULY 2025**

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

**TABLE OF CONTENTS**

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<b>Statement of Budget Review by Program</b>	2
<b>Notes to and Forming Part of the Budget Review Report</b>	3
<b>Details</b>	
<b>- 2024/25 Carry Forward Adjustments</b> Included in the 2025/2026 Budget are uncompleted 2024/2025 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.	4 - 10
<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.	11 - 15
<b>- Net Current Funding Position</b> This note demonstrates the calculation in the opening position 1 July 2025 and the budgeted Closing Position.	16

**CITY OF ALBANY**  
**STATEMENT OF BUDGET REVIEW**  
**BY NATURE CLASSIFICATIONS**  
**BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025**

	Original Budget	Revised Budget	YTD Actual	Variance (b)-(a)	Variance (b)-(a)
	(a) \$	(b) \$	\$	\$	%
<b>OPERATING ACTIVITIES</b>					
<b>Revenue from operating activities</b>					
Rates	49,401,889	49,401,889	49,154,725	-	
Operating Grants, Subsidies and Contributions	12,171,550	14,039,521	14,602	1,867,971	15%
Fees and charges	25,399,554	25,412,054	9,208,009	12,500	
Profit on asset disposal	-	-	-	-	#DIV/0!
Interest Earnings	3,702,140	3,702,140	-	-	
Other Revenue	166,318	166,318	37,897	-	
	90,841,451	92,721,922	58,421,402	1,880,471	2%
<b>Expenditure from operating activities</b>					
Employee costs	(38,894,871)	(38,894,871)	(2,464,505)	-	
Materials and contracts	(29,311,800)	(31,313,123)	(1,768,492)	(2,001,323)	7%
Utility charges	(2,301,909)	(2,301,909)	(137,418)	-	
Depreciation on non-current assets	(21,931,727)	(21,931,727)	-	-	
Finance costs	(366,067)	(366,067)	(447)	-	
Insurance expenses	(1,206,851)	(1,206,851)	(1,682,529)	-	
Loss on asset disposal	(622,496)	(622,496)	-	-	
Other expenditure	(5,256,744)	(5,298,789)	(338,559)	(42,045)	1%
Less Allocated to Infrastructure Assets	1,583,432	1,522,231	81,693	(61,201)	(4%)
	(98,309,033)	(100,413,602)	(6,310,257)	(2,104,569)	2%
<b>Non-cash amounts excluded from operating activities</b>					
Add: Depreciation on assets	21,931,727	21,931,727	-	-	
Add: Loss on disposal of assets	622,496	622,496	-	-	
Less: Profit of disposal of assets	-	-	-	-	#DIV/0!
Add: Implicit Interest	181,761	181,761	-	-	
	22,735,984	22,735,984	-	-	
<b>Amount attributable to operating activities</b>	<b>15,268,402</b>	<b>15,044,304</b>	<b>52,111,145</b>	<b>(224,098)</b>	<b>(1%)</b>
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contribution	59,732,297	60,758,136	-	1,025,839	2%
Proceeds from disposal of assets	1,396,000	1,228,700	-	(167,300)	(12%)
Purchase of property, plant and equipment	(25,401,651)	(25,894,116)	(339,245)	(492,465)	2%
Purchase and construction of infrastructure	(75,571,372)	(76,775,818)	(221,738)	(1,204,446)	2%
<b>Amount attributable to investing activities</b>	<b>(39,844,726)</b>	<b>(40,683,098)</b>	<b>(560,983)</b>	<b>(838,372)</b>	<b>2%</b>
<b>FINANCING ACTIVITIES</b>					
Repayment of borrowings	(1,010,592)	(1,010,592)	-	-	
Proceeds from borrowings	6,500,000	6,500,000	-	-	
Proceeds from self-supporting loans	15,551	15,551	-	-	
Payments for principal portion of lease liabilities	(208,548)	(208,548)	-	-	
Transfers to reserves (restricted assets)	(23,666,139)	(24,716,139)	-	(1,050,000)	4%
Transfers from reserves (restricted assets)	37,929,917	38,864,021	-	934,104	2%
<b>Amount attributable to financing activities</b>	<b>19,560,189</b>	<b>19,444,293</b>	<b>-</b>	<b>(115,896)</b>	<b>(1%)</b>
<b>Surplus/(Deficit) for current financial year</b>	<b>(5,016,135)</b>	<b>(6,194,501)</b>	<b>51,550,161</b>	<b>(1,178,366)</b>	<b>23%</b>
Surplus/(Deficit) at start of financial year	5,016,135	6,385,827	6,385,827	1,369,692	27%
<b>Surplus/(Deficit): closing funding position</b>	<b>-</b>	<b>191,326</b>	<b>57,935,988</b>	<b>191,326</b>	

**CITY OF ALBANY**  
**STATEMENT OF BUDGET REVIEW**  
**BY STATUTORY REPORTING PROGRAM**  
**BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025**

	Original Annual Budget	Revised Annual Budget	YTD Actual	Variance (b)-(a)	Variance (b)-(a)
	(a) \$	(b) \$	\$	\$	%
<b>Operating Revenues</b>					
General Purpose Funding	59,239,920	59,239,920	49,200,747	-	
Governance	0	0	(102)	-	-
Law, Order and Public Safety	583,844	583,844	(244)	-	
Health	119,454	119,454	9,656	-	
Education and Welfare	2,111,165	2,111,165	1,855	-	
Community Amenities	13,453,981	13,878,981	8,847,698	425,000	3%
Recreation and Culture	6,929,974	8,385,445	262,596	1,455,471	21%
Transport	3,602,446	3,602,446	67,773	-	
Economic Services	2,704,700	2,704,700	25,047	-	
Other Property and Services	2,095,967	2,095,967	6,376	-	
	90,841,451	92,721,922	58,421,402	1,880,471	2%
<b>Operating Expenses</b>					
General Purpose Funding	(925,501)	(925,501)	(211,388)	-	
Governance	(5,013,554)	(5,013,554)	(155,502)	-	
Law, Order and Public Safety	(3,495,732)	(3,495,732)	(309,810)	-	
Health	(1,223,502)	(1,223,502)	(66,441)	-	
Education and Welfare	(2,779,097)	(2,779,097)	(180,603)	-	
Community Amenities	(19,066,356)	(19,429,029)	(1,057,645)	(362,673)	2%
Recreation and Culture	(27,180,776)	(28,861,471)	(1,509,719)	(1,680,695)	6%
Transport	(28,201,343)	(28,262,544)	(1,096,468)	(61,201)	
Economic Services	(6,427,097)	(6,427,097)	(305,918)	-	
Other Property and Services	(3,996,075)	(3,996,075)	(1,416,763)	-	
	(98,309,033)	(100,413,602)	(6,310,257)	(2,104,569)	2%
<b>Contributions for the Development of Assets</b>					
Law, Order and Public Safety	1,104,344	1,395,037	-	290,693	26%
Recreation and Culture	6,001,342	6,564,471	-	563,129	9%
Transport	38,347,588	38,558,628	-	211,040	1%
Other Property and Services	14,279,023	14,240,000	-	(39,023)	
	59,732,297	60,758,136	-	1,025,839	2%
<b>Net Operating Result</b>	<b>52,264,715</b>	<b>53,066,456</b>	<b>52,111,145</b>	<b>801,741</b>	2%
<b>Funding Balance Adjustment</b>					
Add Back Depreciation	21,931,727	21,931,727	-	-	
Adjust (Profit)/Loss on Asset Disposal	622,496	622,496	-	-	
Adjust (Profit)/Loss on Value of Investments	0	0	-	-	#DIV/0!
Add: Implicit Interest	181,761	181,761	-	-	
<b>Funds Demanded From Operations</b>	<b>75,000,699</b>	<b>75,802,440</b>	<b>52,111,145</b>	<b>801,741</b>	1%
<b>Capital Revenues</b>					
Proceeds from Disposal of Assets	1,396,000	1,228,700	0	(167,300)	(12%)
	1,396,000	1,228,700	0	(167,300)	(12%)
<b>Acquisition of Fixed Assets</b>					
Purchase of property, plant and equipment	(25,401,651)	(25,894,116)	(339,245)	(492,465)	2%
Infrastructure	(75,571,372)	(76,775,818)	(221,738)	(1,204,446)	2%
	(100,973,023)	(102,669,934)	(560,983)	(1,696,911)	2%
<b>Financing/Borrowing</b>					
Repayment of Borrowing	(1,010,592)	(1,010,592)	0	-	
Proceeds from Borrowing	6,500,000	6,500,000	0	-	
Principal Portion of Lease Liabilities	(208,548)	(208,548)	0	-	
Self-Supporting Loan Principal	15,551	15,551	0	-	
	5,296,411	5,296,411	0	-	
<b>Demand for Resources</b>	<b>(19,279,913)</b>	<b>(20,342,383)</b>	<b>51,550,161</b>	<b>(1,062,470)</b>	6%
<b>Restricted Funding Movements</b>					
Opening Funding Surplus(Deficit)	5,016,135	6,385,827	6,385,827	1,369,692	27%
Restricted Cash Utilised - Loan					
Transfer to Reserves	(23,666,139)	(24,716,139)	0	(1,050,000)	4%
Transfer from Reserves	37,929,917	38,864,021	0	934,104	2%
	19,279,913	20,533,709	6,385,827	1,253,796	7%
<b>Closing Funding Surplus(Deficit)</b>	<b>-</b>	<b>191,326</b>	<b>57,935,988</b>	<b>191,326</b>	

**CITY OF ALBANY**  
**NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT**  
**FOR THE PERIOD ENDED 31 JULY 2025**

**BASIS OF PREPARATION**

The budget review comprises financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 requirements**

*Local Government (Financial Management) Regulations 1996* prescribe that the budget review be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from *AASB 16* which would have required the City of Albany to measure any vested improvements at zero cost.

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

Financial reporting disclosures in relation to assets and liabilities required by the Australian Accounting Standards have not been made unless considered important for the understanding of the budget review or required by legislation.

**The local government reporting entity**

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

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

**Rounding off figures**

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

**2025/26 actual balances**

Balances shown in this budget review report as YTD Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

**Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in the budget review relate to the original budget estimate for the relevant item of disclosure.

**Judgements, estimates and assumptions**

The preparation of the annual budget review in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings and investment property
- impairment of financial assets
- estimation uncertainties and judgements made in relation to lease accounting
- estimated useful life of assets

**BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025****CARRY FORWARD ADJUSTMENTS**

	\$
<b>CARRY FORWARD WORKS ADJUSTMENTS</b>	
Reduction/(Increase) in Funding Required	(4,149,583)
<b>FUNDED BY</b>	
- Increase/(Decrease) in Municipal opening funds	1,369,692
- Increase/(Decrease) in Grant/Contributions	2,385,413
- Increase/(Decrease) in Sale of Assets	(167,300)
- Increase/(Decrease) in Reserve Funding	934,104
- Increase/(Decrease) in Loan Funding	-
<b>Adjusted Increase/(Reduction) in Funding</b>	4,521,909
<b>Balance</b>	<u>372,326</u>
<b><u>OPENING POSITION</u></b>	
Current Budget Opening Position (Estimated)	5,016,135
Revised Budget Opening Position (Actual)	6,385,827
<b>Amended Increase/(Reduction) in Opening Funds</b>	1,369,692

## CITY OF ALBANY

## BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025

SECTION: CARRY FORWARD ADJUSTMENTS

REQUESTED BY - MATTHEW GILFELLON

DIRECTORATE - CORPORATE &amp; COMMERCIAL SERVICES

JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2025/26		AMENDED BUDGET 2025/26		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
	<b>Albany Heritage Park</b>							
75434	National Anzac Centre - Refresh Capital	176,383		176,383		-		No amendment required
	<b>Recreation</b>							
78216	Trails Hub Strategy - Visitor Experience Projects	38,054		36,364		(1,690)		Carry forward amendment based on 2024/25 actuals
4160	Trails Hub Strategy (THS) Initiatives	8,541		8,541		-		No amendment required
78206	Recreation - Strategic Planning	49,579		49,579		-		No amendment required
71322	Project Every Club	29,978		27,133		(2,845)		Carry forward amendment based on 2024/25 actuals
78712	Seed Funding for Sporting Clubs - Operational	96,125		96,125		-		No amendment required
	<b>ALAC</b>							
3718	Pump Upgrades	33,000		33,000		-		No amendment required
4188	Lighting Upgrades	75,000		75,000		-		No amendment required
2709	Replace Filter Sand	120,000		120,000		-		No amendment required
0319	Stadium Storeroom Mitigation Works	64,000		64,000		-		No amendment required
16024	Equipment	35,000		35,000		-		No amendment required
	<b>Events</b>							
73717	Cinefest Oz	50,000		50,000		-		No amendment required
76142	Bicentenary 2026 Events	411,860		411,405		(455)		Carry forward amendment based on 2024/25 actuals
15099	T/F from Albany's Bicentennial Reserve		411,860		411,405		(455)	Carry forward amendment based on 2024/25 actuals
	<b>Planning Services</b>							
73816	Local Biodiversity and Native Vegetation Project	27,660		26,510		(1,150)		Carry forward amendment based on 2024/25 actuals
71662	Princess Royal Harbour/Frenchman Bay Coastal Plan	174,463		129,208		(45,255)		Carry forward amendment based on 2024/25 actuals
71587	Strategic Safer Places	40,555		24,655		(15,900)		Carry forward amendment based on 2024/25 actuals
15793	Planning Grants		48,000		48,000		-	No amendment required

CITY OF ALBANY								
BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025								
SECTION CARRY FORWARD ADJUSTMENTS						REQUESTED BY - MATTHEW GILFELLON DIRECTORATE - CORPORATE & COMMERCIAL SERVICES		
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2025/26		AMENDED BUDGET 2025/26		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
	Major Projects							
15984	South Coast Surf Reef	411,894		2,997,354		2,585,460		Carry forward amendment based on 2024/25 actuals
14555	South Coast Surf Reef Grant		1,411,893		1,980,000		568,107	Carry forward amendment based on 2024/25 actuals
12849	T/F from Debt Management Reserve		655,384		1,672,738		1,017,354	Carry forward amendment based on 2024/25 actuals
77202	Albany Fishing Reef	950,000		950,000		-		No amendment required
77203	Albany Fishing Reef Grant		950,000		950,000		-	No amendment required
15904	Motorplex - Race Track	507,774		2,067,562		1,559,788		Carry forward amendment based on 2024/25 actuals
15905	Motorplex - Race Track Grants		507,774		1,867,348		1,359,574	Carry forward amendment based on 2024/25 actuals
71502	Emu Point to Midds Coastal Works	116,042		116,020		(22)		Carry forward amendment based on 2024/25 actuals
7978	Surf Lifesaving Club - Middleton Beach	39,023		39,023		-		No amendment required
10515	Surf Lifesaving Club - Grant		39,023		-		(39,023)	Carry forward amendment based on 2024/25 actuals
	Public Realm Enhancement / Entry Statements							
3005	Public Realm - Middleton Beach Coastal Enhancement	36,354		36,354		-		No amendment required
2780	Grey Street (East & West): Public Realm Enhancement	36,363		20,879		(15,484)		Carry forward amendment based on 2024/25 actuals
	Trails							
2664	Trails Hub Upgrades	3,695,144		3,696,411		1,267		Carry forward amendment based on 2024/25 actuals
2749	Trails - Irrerup Ladder Construction	795,553		795,925		372		Carry forward amendment based on 2024/25 actuals
16755	Trails Strategy Capital Works State Grant		3,995,553		3,990,000		(5,553)	Carry forward amendment based on 2024/25 actuals
18349	T/F from Parks and Recreation Grounds Reserve		495,144		502,336		7,192	Carry forward amendment based on 2024/25 actuals
	Bridges							
4223	Bridge - Hortins Drain on cosy corner Road 4223A	6,000		6,000		-		No amendment required
	Paths							
0360	Mt Melville Cycle Link	965,008		894,838		(70,170)		Carry forward amendment based on 2024/25 actuals
4233	Festing Street	104,947		104,947		-		No amendment required
2465	Seymour Nelson	183,519		331,894		148,375		Carry forward amendment based on 2024/25 actuals
2645	Pram ramp renewals	15,014		13,754		(1,260)		Carry forward amendment based on 2024/25 actuals
14135	Path Grant Funding		783,519		981,618		198,099	Carry forward amendment based on 2024/25 actuals

**CITY OF ALBANY**  
**BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025**

SECTION	CARRY FORWARD ADJUSTMENTS					REQUESTED BY - MATTHEW GILFELLON DIRECTORATE - CORPORATE & COMMERCIAL SERVICES		
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2025/26		AMENDED BUDGET 2025/26		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
	<b><u>Buildings</u></b>							
3994	Solar Panel Installations	119,757		92,625		(27,132)		Carry forward amendment based on 2024/25 actuals
2684	Town Hall New Floor to Theatre Area	51,125		33,656		(17,469)		Carry forward amendment based on 2024/25 actuals
4190	Old Post Office External Chimney	103,747		103,747		-		No amendment required
0940	North Road Office Front Elevation Façade	267,140		267,140		-		No amendment required
1647	Public Toilets Renewal Forts	193,068		193,068		-		No amendment required
3084	Emu Point Asbestos Removal	30,000		30,000		-		No amendment required
0315	Western Pavillion Replace Flooring	20,000		20,000		-		No amendment required
0656	Centennial Park Gardens Shed Office	60,000		60,000		-		No amendment required
0936	VAC Refit Wet Areas	40,000		40,000		-		No amendment required
2627	VAC Fire Safety Upgrade	15,000		15,000		-		No amendment required
1988	Town Hall Lift	65,830		45,850		(19,980)		Carry forward amendment based on 2024/25 actuals
3438	Town Hall Toilet Upgrade	80,000		80,000		-		No amendment required
0945	Mercer Office Upgrade to Fire Hydrant Pressure	60,000		60,000		-		No amendment required
3087	Senior Citz Front Window Replacement	39,870		39,870		-		No amendment required
2598	Mercer Rd Depot - General Upgrades	9,638		9,637		(1)		Carry forward amendment based on 2024/25 actuals
2635	Mercer Rd Depot Admin Refit	5,380		5,380		-		No amendment required
15709	T/F from the Building Restoration reserve		199,757		172,625		(27,132)	Carry forward amendment based on 2024/25 actuals
	<b><u>Raised Transport</u></b>							
2488	Little Grove Finger Jetty	249,425		249,473		48		Carry forward amendment based on 2024/25 actuals
0180	Nanarup Boardwalk	6,556		6,556		-		No amendment required
0365	Mutton Bird Southern Stair Renewal	18,994		-		(18,994)		Carry forward amendment based on 2024/25 actuals
0741	Middleton Beach Whale Lookout	40,081		40,081		-		No amendment required
1931	Albany Waterfront Footbridge	50,000		50,000		-		No amendment required
2489	Peace Park Jetty Upgrade	20,000		20,000		-		No amendment required
3076	Marine Drive Lookout Refurbishment	383,526		371,951		(11,575)		Carry forward amendment based on 2024/25 actuals
32925	Little Grove Finger Jetty Grant		249,425		250,000		575	Carry forward amendment based on 2024/25 actuals



**CITY OF ALBANY**  
**BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025**

SECTION CARRY FORWARD ADJUSTMENTS						REQUESTED BY - MATTHEW GILFELLON		DIRECTORATE - CORPORATE & COMMERCIAL SERVICES
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2025/26		AMENDED BUDGET 2025/26		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
	<b>Roadworks</b>							
2337	Apex Drive 0.45-1.05,	35,253		35,253		-		No amendment required
0310	Collie Street 0.14-0.39,	73,301		-		(73,301)		Carry forward amendment based on 2024/25 actuals
64572	Less Survey and Design Allocated	(434,654)		(373,453)		61,201		Carry forward amendment based on 2024/25 actuals
0377	Lancaster Road 1.34-1.95	597,218		597,218		-		No amendment required
2435	Millbrook Road slk 10.65-12.5	46,100		46,100		-		No amendment required
1934	Middleton Road 2.57-3.17 SLK	546,708		316,702		(230,006)		Carry forward amendment based on 2024/25 actuals
3158	Bay Street Design	93,195		92,200		(995)		Carry forward amendment based on 2024/25 actuals
13339	Transfer from Roadwork's, Drainage & Paths Reserve		100,000		100,000		-	No amendment required
13485	Regional Rd Group Funding		486,974		499,915		12,941	Carry forward amendment based on 2024/25 actuals
	<b>Natural Reserves Projects</b>							
1867	Uredale Point Heritage Concept Plan	40,170		54,654		14,484		Carry forward amendment based on 2024/25 actuals
2727	Trails Hub Strategy - Mt Melville (Wayfinding Signage)	84,422		84,422		-		No amendment required
2791	Frenchmans Bay FMP (CHRMF)	30,772		18,963		(11,809)		Carry forward amendment based on 2024/25 actuals
4238	Trails Hub Strategy - Luke Pen (Wayfinding Signage)	39,226		39,226		-		No amendment required
	<b>Developed Reserves Projects</b>							
3089	Lange Park Youth Area	152,000		152,000		-		No amendment required
3090	Foreshore Parks Water Reserve	33,836		24,570		(9,266)		Carry forward amendment based on 2024/25 actuals
4179	Centennial Youth Park - Multiuse Court	20,500		33,121		12,621		Carry forward amendment based on 2024/25 actuals
4240	Mokare Park Improvements	30,000		30,000		-		No amendment required
4241	Stirling Tce Street Trees	52,498		37,906		(14,592)		Carry forward amendment based on 2024/25 actuals
4242	Milpara Park Pump Track Reconstruction	25,000		25,000		-		No amendment required
4243	Midds turf to Concrete - sand management	15,000		15,000		-		No amendment required
8420	Lawley Park Heritage Concept Planning	99,613		99,613		-		No amendment required
2688	Alison Hartman Gardens - Mokare Burial Site	39,000		39,000		-		No amendment required

## CITY OF ALBANY

## BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025

SECTION	CARRY FORWARD ADJUSTMENTS					REQUESTED BY - MATTHEW GILFELLON DIRECTORATE - CORPORATE & COMMERCIAL SERVICES		
JOB or GENERAL LEDGER	ACCOUNT DESCRIPTION	BUDGET 2025/26		AMENDED BUDGET 2025/26		BUDGET REVIEW CONSIDERATION		EXPLANATION
		EXPEND	INCOME	EXPEND	INCOME	EXPEND	INCOME	
	<b><u>Parking Facilities</u></b>							
4191	VAC Carpark	295,669		303,913		8,244		Carry forward amendment based on 2023/24 actuals
0414	North Rd Admin Carpark Repairs	57,000		57,000		-		No amendment required
0655	Wollaston Road Overflow Parking	17,521		20,228		2,707		Carry forward amendment based on 2024/25 actuals
	<b><u>Drainage</u></b>							
3901	Broughton Street Basin Design	150,000		150,000		-		No amendment required
4693	York Street Library	50,000		50,000		-		No amendment required
	<b><u>Kerbing</u></b>							
3632	Kerbing - Expansion Renewal	54,155		54,330		175		Carry forward amendment based on 2024/25 actuals
	<b><u>Rangers</u></b>							
3797	Kalgan Bush Fire Brigade - 3 Appliance Bay Facility	604,344		679,349		75,005		Carry forward amendment based on 2024/25 actuals
10975	3 Appliance Bay Facility Grant		604,344		895,037		290,693	Carry forward amendment based on 2024/25 actuals
	<b><u>Plant Replacement Program</u></b>							
13564	Heavy Fleet Purchase	1,146,766		1,501,764		354,998		Carry forward amendment based on 2024/25 actuals
14175	Heavy Fleet Sale		703,500		646,773		(56,727)	Carry forward amendment based on 2024/25 actuals
13544	Passenger Vehicles Purchase	55,000		32,714		(22,286)		Carry forward amendment based on 2024/25 actuals
14155	Passenger Vehicles Sales		227,000		116,427		(110,573)	Carry forward amendment based on 2024/25 actuals
	<b><u>Waste</u></b>							
2726	Waste Facility Project Plan	247,951		247,951		-		No amendment required
2669	Hanrahan Landfill Site - Landfill Gas Extraction Systems	48,800		50,000		1,200		Carry forward amendment based on 2024/25 actuals
4244	Hanrahan Landfill - Stormwater Management	100,000		100,000		-		No amendment required
7967	Leachate Management - Hanrahan Rd	137,910		127,863		(10,047)		Carry forward amendment based on 2024/25 actuals
8359	Progressive Capping of Finished Landfill - Hanrahan Rd	185,584		143,336		(42,248)		Carry forward amendment based on 2024/25 actuals
8367	Transfer Station Construction	2,961,015		2,961,015		-		No amendment required
13959	T/F from Waste Management Reserve		4,432,760		4,381,665		(51,095)	Carry forward amendment based on 2024/25 actuals



**BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025****This Review Maintains Council's Budget in a Balanced Position**

<b>GENERAL WORKS/VARIATIONS. (Additional Funds Required)</b>	<b>\$</b>	
	<b>(856,397)</b>	
<b>FUNDED BY</b>		
- Reduction in Expenditure	1,217,000	
- Adjustment in Grant/Contributions Funding (Reduction)/Increase	508,397	
- Adjustment in Revenue (Reduction)/Increase		
- Restricted Cash Adjustments (Net Transfer to Reserves)/Net Transfer from Reserves	(1,050,000)	
	<u>675,397</u>	
<b>Balance</b>		<u><u>(181,000)</u></u>
<b>Municipal opening funds required to fund Carry Forwards</b>	<b>6,013,501</b>	
<b>Revised Budget Opening Position (Actual)</b>	<b>6,385,827</b>	
	<u>372,326</u>	<u>372,326</u>
<b>Adjustment in Profit/Loss on Sale and Depreciation (Non Cash Transactions)</b>		
<b>2025/26 Budgeted Closing Position</b>		<u><u>191,326</u></u>



**CITY OF ALBANY**  
**BUDGET REVIEW FOR THE PERIOD ENDED 31 JULY 2025**

[illegible]







**RECONCILIATION OF OPENING FUNDS AS AT 1 JULY 2025**

	(a)	(b)			
	ORIGINAL BUDGET 1-Jul-25	BUDGET REVIEW	VARIANCE (b) - (a)	VARIANCE %	NOTE
	\$	\$	\$	%	
<b>Current Assets</b>					
Cash and Cash Equivalents	25,672,502	17,689,666	(7,982,836)	-31.1	
Trade and Other Receivables	3,850,000	5,395,214	1,545,214	40.1	
Contract Assets	-	4,395,053	4,395,053		
Inventories	958,000	1,259,665	301,665		
Other Current Assets	1,800,500	1,363,389	(437,111)		
Other Financial Assets	46,761,723	51,145,503	4,383,780	9.4	
<b>Total Current Assets</b>	<b>79,042,725</b>	<b>81,248,490</b>	<b>2,205,765</b>	<b>2.8</b>	
<b>Current Liabilities</b>					
Trade and Other Payables	10,296,255	12,778,974	2,482,719	24.1	
Contract Liabilities	3,956,550	3,378,157	(578,393)	-14.6	
Lease Liabilities	193,101	230,715	37,614	19.5	
Provisions	7,501,391	7,498,591	(2,800)	0.0	
Current Portion of Long - - Term Borrowings	1,010,592	1,013,885	3,293	0.3	
<b>Total Current Liabilities</b>	<b>22,957,889</b>	<b>24,900,322</b>	<b>1,942,433</b>	<b>8.5</b>	
<b>Net Current Asset Position</b>	<b>56,084,836</b>	<b>56,348,168</b>	<b>263,332</b>	<b>0.5</b>	
<b>Adjustments</b>					
<b>Add back</b>					
* Loan Borrowings	1,010,592	1,013,885	3,293	0.3	*
* Payments for principal portion of lease liabilities	193,101	230,715	37,614	19.5	*
<b>Less</b>					
Cash Backed Reserves	52,257,320	51,191,390	(1,065,930)	-2.0	
Repayment of Cash Advance's	15,074	15,551	477		
<b>Opening Funds Surplus/(Deficit)</b>	<b>5,016,135</b>	<b>6,385,827</b>	<b>1,369,692</b>	<b>27.3</b>	

\* (Add back loan repayments and principal portion of lease liabilities as they represent a current liability for payments to be made over the next twelve months already reflected as expenditure in the Budget)

**CITY OF ALBANY****PLANNING REPORT – August 2025**

To : His Worship the Mayor and Councillors

From : Senior Information Officer – Development Services

Subject : Development Application Approvals

Date : 03/09/2025

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The attached report shows Development Application Approvals issued under delegation by a planning officer for the month of July 2025.

Determination Details:

<b>Approved Under Delegated Authority</b>	<b>Approved by Council</b>	<b>Refused</b>	<b>Total Determined</b>
46	0	0	46



## PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY

Applications Determined for August 2025

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date
P2250148	29/04/25	Vancouver Street	Albany	Development - Solar Panels	Delegate Approved	25/08/25
P2250235	13/06/25	Vancouver Street	Albany	Single House	Delegate Approved	11/08/25
P2250270	07/07/25	Burgoyne Road	Albany	Bushfire Management Plan	Deferred	15/08/25
P2250282	11/07/25	Finlay Street	Albany	Single House - Additions and Alterations	Delegate Approved	22/08/25
P2250262	02/07/25	Maddison Way	Bayonet Head	Single House	Delegate Approved	21/08/25
P2250307	30/07/25	The Esplanade	Bayonet Head	Single House - Additions ( Verandah )	Delegate Approved	26/08/25
P2250218	09/06/25	Frenchman Bay Road	Big Grove	Telecommunications Infrastructure	Delegate Approved	05/08/25
P2250238	17/06/25	Shoal Bay Retreat	Big Grove	Single House Outbuilding and Water Tank	Delegate Approved	12/08/25
P2250319	07/08/25	Albany Highway	Centennial Park	Liquor Store - Small	Delegate Approved	25/08/25
P2250271	08/07/25	Wattle Court	Collingwood Heights	Approval of Existing Development (Earthworks in Excess of 500mm)	Delegate Approved	19/08/25
P2250336	14/08/25	Boronia Avenue	Collingwood Heights	Single House - Retaining Wall	Delegate Approved	28/08/25
P2250266	03/07/25	Orari Court	Drome	Single House	Delegate Approved	26/08/25
P2250316	06/08/25	Gunn Road	Drome	Single House and Water Tank	Delegate Approved	28/08/25
P2250181	20/05/25	Birss Street	Emu Point	Fixed Location Trader - Emu Point - Firth Street & Cunningham Street- Smoove Acai	Delegate Approved	25/08/25
P2250294	16/07/25	Swarbrick Street	Emu Point	Single House Outbuilding & Ancillary Dwelling	Delegate Approved	14/08/25
P2250135	17/04/25	Greyhound Circle	Gledhow	Single House - Retaining Walls	Delegate Approved	15/08/25

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date
P2250209	04/06/25	Greyhound Circle	Gledhow	Single House & Retaining Wall	Delegate Approved	11/08/25
P2250299	22/07/25	Lowanna Drive	Gledhow	Single House - Addition (Patio)	Delegate Approved	19/08/25
P2250301	23/07/25	Nanarup Road	Kalgan	Development - Outbuilding	Delegate Approved	26/08/25
P2250305	24/07/25	Overheu Drive	Kalgan	Single House & Water Tank	Delegate Approved	28/08/25
P2250313	04/08/25	Overheu Drive	Kalgan	Single House and Water Tank	Delegate Approved	28/08/25
P2250318	07/08/25	Douglas Road	Kalgan	Single House - Outbuilding (Carport)	Delegate Approved	29/08/25
P2250362	29/08/25	Mason Road	Lange	Single House - Outbuilding	Delegate Approved	29/08/25
P2250280	10/07/25	Marine Terrace	Little Grove	Bushfire Management Plan	Deferred	15/08/25
P2250306	28/07/25	Gordon Street	Little Grove	Single House - Outbuilding (Extension)	Delegate Approved	26/08/25
P2250300	23/07/25	Meadowlake Vista	Lower King	Single House - Outbuilding	Delegate Approved	20/08/25
P2250320	07/08/25	Lower King Road	Lower King	Private Recreation - Additions (Patio)	Delegate Approved	29/08/25
P2250257	27/06/25	Laithwood Circuit	Marbelup	Single House - Outbuilding	Delegate Approved	25/08/25
P2250287	14/07/25	Ajana Drive	Marbelup	Single House - Additions	Delegate Approved	12/08/25
P2250308	30/07/25	Lloyd Road	Marbelup	Agriculture - Extensive (Outbuilding Additions)	Delegate Approved	26/08/25
P2250314	04/08/25	Lowanna Drive	Marbelup	Single House - Additions	Delegate Approved	26/08/25
P2250296	18/07/25	Edinburgh Road	Mckail	Existing Development - Outbuilding	Delegate Approved	22/08/25
P2250249	24/06/25	Wylie Crescent	Middleton Beach	Single House - Addition (Garage)	Delegate Approved	21/08/25

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date
P2250256	25/06/25	Wylie Crescent	Middleton Beach	Short Term Rental Accommodation	Delegate Approved	07/08/25
P2250281	11/07/25	Rufus Street	Milpara	Single House - Additions	Delegate Approved	13/08/25
P2250285	11/07/25	Newbey Street	Milpara	Industry - Light - Additions (Workshop Extension)	Delegate Approved	26/08/25
P2250288	14/07/25	Newbey Street	Milpara	Industry - Light (Workshop & Office)	Delegate Approved	15/08/25
P2250264	03/07/25	Drew Lane	Mira Mar	Single House	Delegate Approved	15/08/25
P2250273	08/07/25	Drew Lane	Mira Mar	Single House	Delegate Approved	15/08/25
P2250290	15/07/25	Nelson Street	Mira Mar	Grouped Dwelling	Delegate Approved	22/08/25
P2250244	20/06/25	Serpentine Road	Mount Melville	Single House - Retaining Wall	Delegate Approved	29/08/25
P2250303	23/07/25	Jeffries Street	Mount Melville	Single House - Additions & Alterations	Delegate Approved	22/08/25
P2250297	18/07/25	Burville Street	Spencer Park	Single House - Additions	Delegate Approved	26/08/25
P2250317	07/08/25	Baudin Place	Spencer Park	Single House - Additions	Delegate Approved	28/08/25
P2250312	31/07/25	Hunwick South Road	Torbay	Single House - Additions (Patio) Outbuilding Agriculture - Extensive (Outbuildings x 2 & Additions)	Delegate Approved	15/08/25
P2250279	10/07/25	Mercer Road	Walmsley	Government Services - Transportable Upgrade	Delegate Approved	22/08/25
P2250298	22/07/25	Mercer Road	Walmsley	Development - Water Tanks x2	Delegate Approved	18/08/25
P2250310	31/07/25	Greenwood Drive	Willyung	Single House - Outbuilding	Delegate Approved	27/08/25

## CITY OF ALBANY

### Building Report

To : His Worship the Mayor and Councillors

From : Information Officer - Development Services

Subject : Building Activity – August 2025

Date : 2 September 2025

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Activity Month	# of Permits Issued	Total Value	# of Demolition Permits
2	86	\$14,582,648.00	2

It is brought to Council's attention that these figures include the following:

Permit #	Description	Estimated Value
169174	8 x DWELLINGS RETAINING WALLS AND FENCING - CERTIFIED	\$2,000,000.00

Please find attached:

1. Graph 1 – Compares the number of Decisions made
2. Graph 2 – Compares the value of activity
3. Graph 3 – Compares the number of dwellings and units
4. Building Activity Statistics – Provides a breakdown of building activity into various categories
5. Building Permit Detail – Permits Issued for the month of May 2025 – the 1<sup>st</sup> month of activity in the City of Albany financial year 2025/2026



# **BUILDING, SIGN & DEMOLITION LICENCES ISSUED UNDER DELEGATED AUTHORITY**

APPLICATIONS DETERMINED FOR AUGUST 2025

APPLICATION NUMBER	BUILDER	DESCRIPTION OF APPLICATION	STREET #	PROPERTY DESC (LOT #)	STREET ADDRESS	SUBURB
169101	LEVELSET PTY LTD	ALTERATIONS & ADDITIONS (DECK ADDITIONS) - UNCERTIFIED	17	106	ROBERT STREET	MOUNT CLARENCE
169108	CITY OF ALBANY	SIGN	229-237	123	YORK STREET	ALBANY
169112	RANBUILD GREAT SOUTHERN	PATIO - UNCERTIFIED	7	522	DEACON CREST	YAKAMIA
169113	E & L ROOFING & CONSTRUCTION	DWELLING RE-ROOF - UNCERTIFIED	52	4	MCKAIL STREET	ORANA
169115	JJ & SN JEFFERIS	SWIMMING POOL & FENCE - UNCERTIFIED	120	7	HUNTON ROAD	KALGAN
169120	LIMITLESS CREATIVE WA PTY LTD	OCCUPANCY PERMIT - SHOP FIT OUT - JK BARBER ALBANY (SHOP 18)	42-88	105 104	ALBANY HIGHWAY	CENTENNIAL PARK
168855	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING (LOT 122 GEELONG PARADE) - UNCERTIFIED		9105	NADEBAUM TERRACE	BAYONET HEAD
168867	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING (LOT 128 GEELONG PARADE) - UNCERTIFIED		9105	NADEBAUM TERRACE	BAYONET HEAD
169117	GREG BROOK	SCAFFOLDING PERMIT	326-336	16	MIDDLETON ROAD	ALBANY
169124	ALBANY SHEDS AND GARAGES	PATIO & SHED - UNCERTIFIED	15	45	CLYDESDALE ROAD	MCKAIL
168861	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED		9105	NADEBAUM TERRACE	BAYONET HEAD
168865	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED		9105	NADEBAUM TERRACE	BAYONET HEAD
169128	WA COUNTRY BUILDERS PTY LTD	SINGLE STOREY DWELLING - CERTIFIED		9105	NADEBAUM TERRACE	BAYONET HEAD
169130	DENCONA PTY LTD	RETAINING WALL - UNCERTIFIED	8	35	KING STREET	MOUNT CLARENCE
169134	ADVANCE HOUSING LIMITED	OCCUPANCY PERMIT - DWELLING X 6	96	405	RADIATA DRIVE	MCKAIL
168857	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - LOT 72 GEELONG PARADE - UNCERTIFIED		9105	NADEBAUM TERRACE	BAYONET HEAD
168862	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED	41	37	WARDEN AVENUE	SPENCER PARK
169107	Yunkun Huang And Zong-Lin Wu	ADDITIONS & ALTERATIONS TO DWELLING - CERTIFIED	40	45	PREMIER CIRCLE	SPENCER PARK
169114	WAUTERS ENTERPRISES PTY LTD	ALTERATIONS & ADDITIONS TO EXISTING DWELLING - CERTIFIED	17	2	ROWLEY STREET	ALBANY
169118	GLIOSCA BUILDING PTY LTD	NEW MODULAR DWELLING (SITE 51) - CERTIFIED	33	734	BARKER ROAD	CENTENNIAL PARK
169125	TANKMAN MOUNT BARKER	WATER TANK - UNCERTIFIED	71	18	PANORAMA ROAD	BIG GROVE
169132	MONARCH CONSTRUCTION PTY LTD	SHED - UNCERTIFIED	314	39	HORTIN ROAD	KRONKUP
168765	J & TW DEKKER PTY LTD	NEW DWELLING AND SHED - NEW LOT 21 H.48 COMET CORNER - UNCERTIFIED	145	55	LANCASTER ROAD	MCKAIL
169137	OAKLEIGH CONSTRUCTION	PROPOSED ALTERATIONS/ADDITIONS TO EXISTING BUILDING - CERTIFIED	UNIT 3, 35-37	3	CAMPBELL ROAD	MIRA MAR

# REPORT ITEM DIS499 REFERS

APPLICATION NUMBER	BUILDER	DESCRIPTION OF APPLICATION	STREET #	PROPERTY DESC (LOT #)	STREET ADDRESS	SUBURB
169138	BRADLEY DAVIS HOOK	SHED - UNCERTIFIED	15	604	PINE RISE	KALGAN
169119	C R & J K STEPHEN	ANCILLARY DWELLING - UNCERTIFIED	54	109	ROBINSON ROAD	MOUNT ELPHINSTONE
169140	JOHN HARVEY	PATIO - UNCERTIFIED	9	303	BYLUND WAY	MCKAIL
169141	ALBANY SHEDS AND GARAGES	SHED - UNCERTIFIED	9	30	VAUGHAN VISTA	LANGE
169146	SERENITAS COMMUNITIES HOLDINGS PTY LTD T/AS THE OUTLOOK AT ALBANY	VERANDAH - SITE 62 - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169147	SERENITAS COMMUNITIES HOLDINGS PTY LTD T/AS THE OUTLOOK AT ALBANY	CARPORT & ALFRESCO (SITE 158) - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169148	SERENITAS COMMUNITIES HOLDINGS PTY LTD T/AS THE OUTLOOK AT ALBANY	CARPORT (SITE 157) - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169152	MRS STACEY LEE HAMBLEY	OCCUPANCY PERMIT - SHOP FITOUT (SHOP 8)	162	1001	CHESTER PASS ROAD	LANGE
169085	TRABS CONSTRUCTIONS T/AS RANBUILD GREAT SOUTHERN	SHED - UNCERTIFIED	82	233	WILSON STREET	LITTLE GROVE
169136	HOME GROUP WA GREAT SOUTHERN PTY LTD	AMENDMENT TO BP168667 - INCREASE CEILING HEIGHT OF LIVING AREA & GARAGE - UNCERTIFIED	90	219	RANGATIRA ROAD	DROME
169142	LUKE VAN DONGEN & FIONA VAN DONGEN	ALFRESCO ADDITION TO EXISTING DWELLING - UNCERTIFIED	71	60	BUSHBY ROAD	LOWER KING
169143	ALBANY SHEDS AND GARAGES	SHED - UNCERTIFIED	13	48	NADEBAUM TERRACE	BAYONET HEAD
169144	ADRIAN WILLIAM VAN DEN BERG	ALTERATIONS & ADDITION TO DWELLING (REPLACE BATH L'DRY WC) - UNCERTIFIED	24	250	SEYMOUR STREET	MIRA MAR
169149	MATSON FABRICATIONS	PATIO - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169150	STAYCORP PTY LTD	NEW MODULAR DWELLING (SITE 157) - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169145	E AND L ROOFING AND CONSTRUCTION	RE-ROOF OF DWELLING (TILES TO METAL) - UNCERTIFIED	273	89	ALBANY HIGHWAY	MOUNT MELVILLE
169153	CARL ANDREW RICHARDSON	CARPORT - UNCERTIFIED	2	150	SLEEMAN AVENUE	MIRA MAR
169096	RYDE BUILDING COMPANY PTY LTD	NEW DWELLING - UNCERTIFIED	35	53	BOORARA WAY	MCKAIL
169129	BRADLEY DAVIS HOOK	SHED AND 2 X WATER TANKS - UNCERTIFIED	70	320	HEREFORD WAY	MILPARA
169156	BILCO GROUP PTY LTD	BUILDING APPROVAL CERTIFICATE - 2 X RETAINING WALLS - CERTIFIED	17	306	PIONEER ROAD	CENTENNIAL PARK
169160	REDSWORD PTY LTD T/A BECKER DEMOLITION	DEMOLITION - SHED	7	449	HIAM STREET	BAYONET HEAD
168863	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED	145	55	LANCASTER ROAD	MCKAIL
168870	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING (LOT 120 GEELONG PARADE) - UNCERTIFIED		9105	NADEBAUM TERRACE	BAYONET HEAD
169151	STAYCORP PTY LTD	NEW MODULAR DWELLING (SITE 158) - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169154	POCOCK BUILDING COMPANY PTY LTD	PLANT ROOM ALTERATIONS - CERTIFIED	241	5659	LOWER KING ROAD	WALMSLEY
169158	CONNOR PESTELL	ALTERATIONS TO CLASS 6 BUILDING - INSTALLATION OF VERANDAH POSTS - CERTIFIED	82-84	S22	STIRLING TERRACE	ALBANY
169139	GREAT SOUTHERN BOUNDARIES	RETAINING WALL AND FENCE - UNCERTIFIED	9	246	BARDLEY ROAD	SPENCER PARK



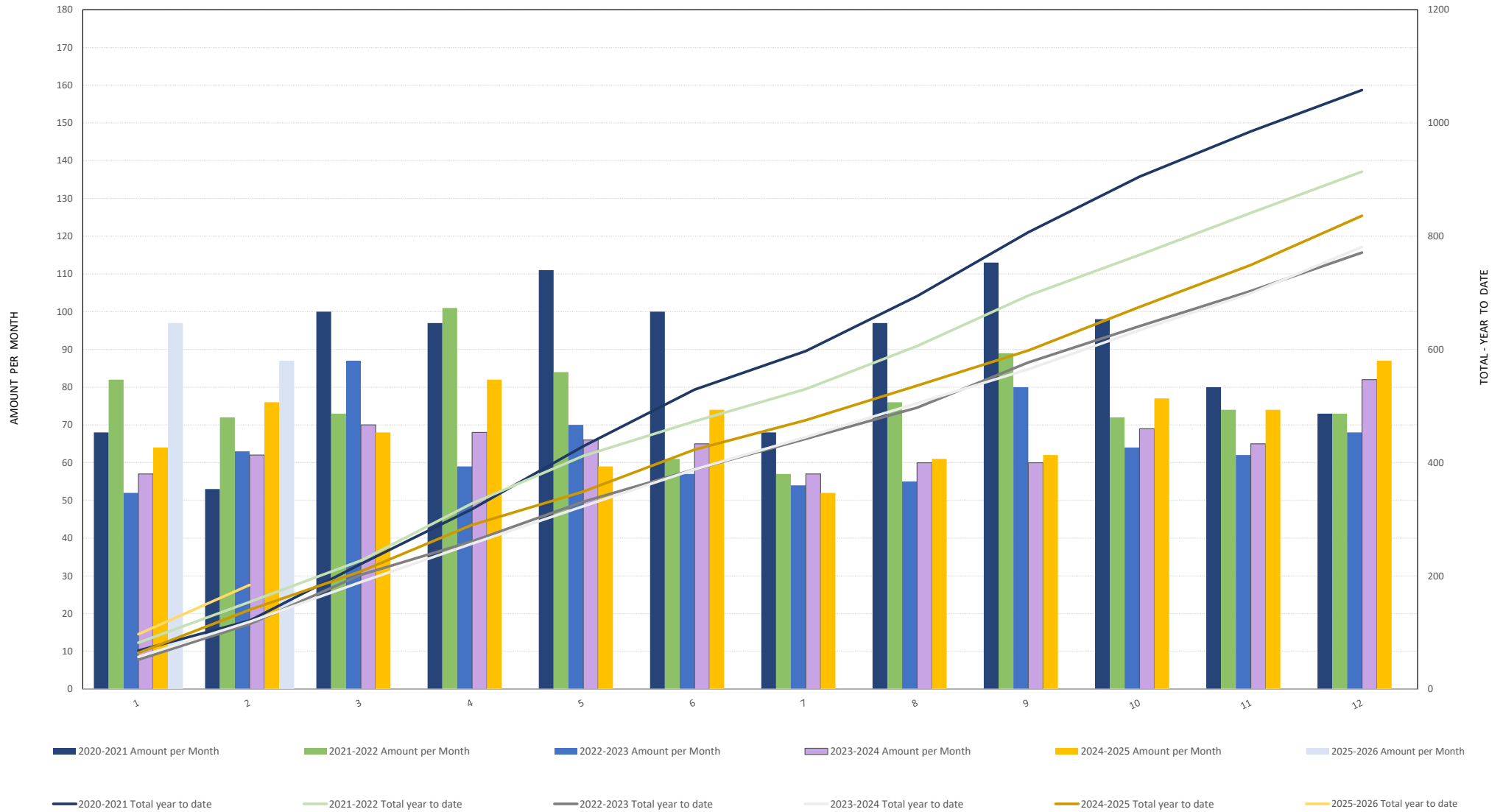
## REPORT ITEM DIS499 REFERS

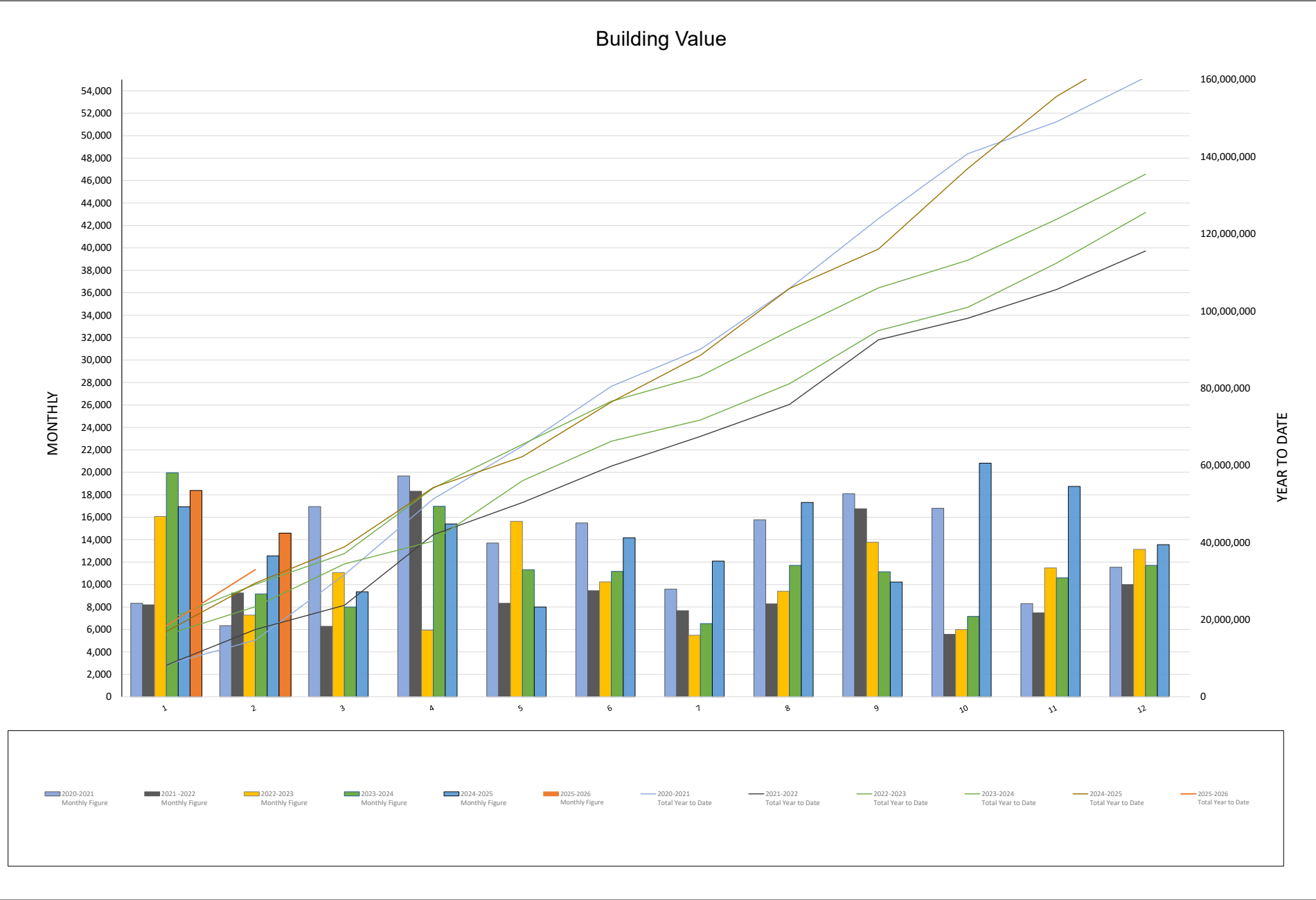
APPLICATION NUMBER	BUILDER	DESCRIPTION OF APPLICATION	STREET #	PROPERTY DESC (LOT #)	STREET ADDRESS	SUBURB
169163	STAYCORP PTY LTD	MODULAR DWELLING (SITE 175) - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169164	IMPROVED HOMES	MODULAR DWELLING (SITE 154) - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169165	IMPROVED HOMES	MODULAR DWELLING (SITE 155) - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169169	WILDWOOD BUILDING COMPANY PTY LTD	SHED - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
168869	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED	7	67	BOORARA WAY	MCKAIL
168872	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING & RETAINING WALL - UNCERTIFIED	25	111	WEBB STREET	MCKAIL
169155	ROBERT WHETTERS	ALTERATIONS & ADDITIONS TO EXISTING DWELLING - UNCERTIFIED	239	1292	GREY STREET WEST	MOUNT MELVILLE
169167	P C & A L ASHBOTH	RETAINING WALLS - UNCERTIFIED	1	35	KARRAKATTA ROAD	GOODE BEACH
169172	M & G GUNN PTY LTD	SHED ADDITION - UNCERTIFIED	161	53	OLD SCHOOL ROAD	ELLEKER
169173	CITY OF ALBANY	SIGN LICENCE - SURFERS CODE OF CONDUCT		1474 500	FLINDERS PARADE	MIDDLETON BEACH
169175	FC BURNS & S GORMAN	BUILDING APPROVAL CERTIFICATE - VARIATION TO BUILDING PERMIT 141715	25	200	KITSON STREET	GLEDHOW
168895	TRABS CONSTRUCTIONS T/AS RANBUILD GREAT SOUTHERN	SHED - UNCERTIFIED	25	111	WEBB STREET	MCKAIL
169135	DPS DEMOLITION PTY LTD	DEMOLITION PERMIT - UNDERCOVER AREA	524	244	HUNWICK SOUTH ROAD	TORBAY
169168	POCOCK BUILDING COMPANY PTY LTD	NEW EXTERNAL STAIRWAY AND INTERNAL MODIFICATIONS - CERTIFIED	34	25	SOUTH COAST HIGHWAY	ORANA
169157	GLIOSCA BUILDING PTY LTD	NEW MODULAR DWELLING (SITE 67) - CERTIFIED	33	734	BARKER ROAD	CENTENNIAL PARK
169174	BILCO GROUP PTY LTD	8 x DWELLINGS RETAINING WALLS AND FENCING - CERTIFIED	17	306	PIONEER ROAD	CENTENNIAL PARK
169100	RYDE BUILDING COMPANY PTY LTD	NEW DWELLING - UNCERTIFIED	29	224	WARRENUP PLACE	WARRENUP
169159	RYDE BUILDING COMPANY PTY LTD	NEW DWELLING - UNCERTIFIED	14	300	LARKINS GROVE	SPENCER PARK
169177	WA COUNTRY BUILDERS PTY LTD	NEW DWELLING - CERTIFIED - LOT 10 JUPITER WAY	145	55	LANCASTER ROAD	MCKAIL
169179	J D PATIOS	PATIO - UNCERTIFIED	56	160	MEANANGER CRESCENT	BAYONET HEAD
168868	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED	1	34	BOORARA WAY	MCKAIL
169091	WAYNE NORTH	SHED EXTENSION - UNCERTIFIED	43	202	GORDON STREET	LITTLE GROVE
169166	PETER GRIGG	CARPORT - UNCERTIFIED	1	50	MUDGE RETREAT	SPENCER PARK
169181	MITCHELL POETT PTY LTD	AMENDMENT TO BP168830 - REDUCE SHED SIZE AND CHANGE LOCATION - UNCERTIFIED		106	BURT STREET	MOUNT CLARENCE
169184	COLAB CONSTRUCTION PTY LTD	OCCUPANCY PERMIT - EDUCATION ESTABLISHMENT - INTERNAL FITOUT	UNIT 1, 140	1	ALBANY HIGHWAY	CENTENNIAL PARK
168847	LEVELSET PTY LTD	ALTERATIONS & ADDITIONS TO EXISTING DWELLING - UNCERTIFIED	37	1	GREY STREET EAST	ALBANY
168848	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING & RETAINING WALLS - UNCERTIFIED	64	685	GREYHOUND CIRCLE	GLEDHOW

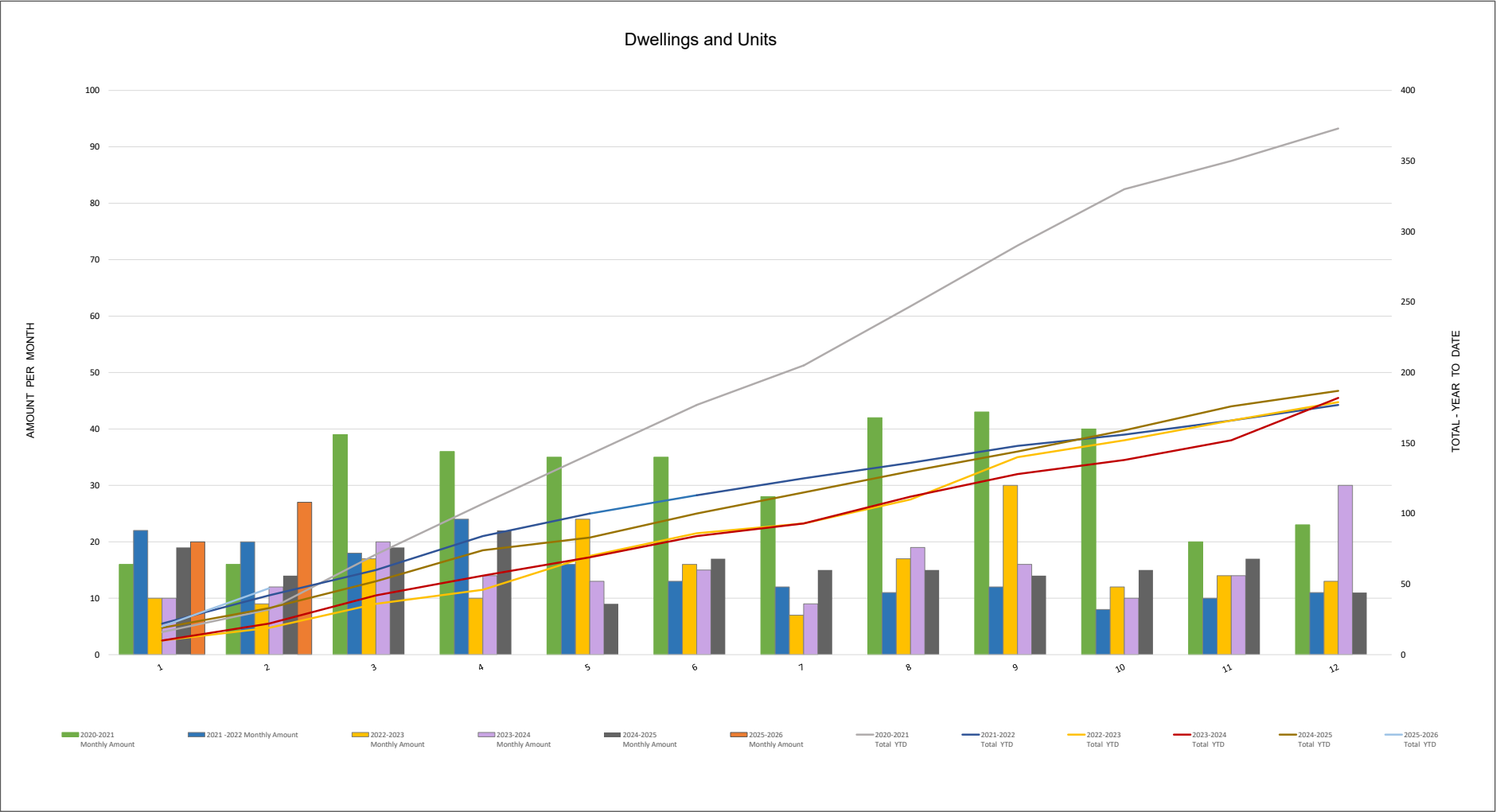
# REPORT ITEM DIS499 REFERS

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168864	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED	16	21	ALEXANDER STREET	CENTENNIAL PARK
169127	BUILDING APPROVAL CERTIFICATE	BUILDING APPROVAL CERTIFICATE - WORKSHOP/STORAGE SHEDS X 2	162	103	DOWN ROAD WEST	DROME
169171	MICHAEL MAJELLA TREVENEN	REROOF - UNCERTIFIED	27	168	ANDERSON PLACE	MIRA MAR
169185	NATHAN SMALL AND BETHANY SMALL	AMENDMENT TO BP 169109 - REVISED ENERGY EFFICIENCY ASSESSMENT - CERTIFIED	187	18	COLLINGWOOD ROAD	COLLINGWOOD HEIGHTS
169097	EYERITE SIGNS	SIGN (FREESTANDING PARKING SIGN) - UNCERTIFIED	63	101	GREY STREET EAST	ALBANY
169126	GIOVANNI PUGLIA AND SIAN ROBERTS	NEW DWELLING WATER TANK AND SHED - UNCERTIFIED	154	112	HUNTON ROAD	KALGAN
169186	SERENITAS COMMUNITIES HOLDINGS PTY LTD T/AS THE OUTLOOK AT ALBANY	CARPORT AND ALFRESCO (UNIT 155) - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD
169188	SERENITAS DEVELOPMENTS PTY LTD	CARPORT & ALFRESCO (UNIT 154) - UNCERTIFIED	20	501	ALISON PARADE	BAYONET HEAD

### Decisions Made







CITY OF ALBANY  
BUILDING CONSTRUCTION STATISTICS FOR 2025 - 2026

REPORT ITEM DIS499 REFERS

	SINGLE		GROUP			DOMESTIC/		ADDITIONS/		HOTEL/		NEW		ADDITIONS/		OTHER		TOTAL \$
2025-2026	DWELLING		DWELLING		Total	OUTBLDGS		DWELLINGS		MOTEL		COMMERCIAL		COMMERCIAL				VALUE
	No	\$ Value	No	\$ Value		No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	
JULY	20	10,138,245	3	1,837,379	23	19	1,026,528	19	665,398	0	0	0	0	4	4,457,564	11	259,549	18,384,663
AUGUST	27	10,169,323	2	2,200,000	29	14	475,267	30	1,368,368	0	0	0	0	0	0	12	369,690	14,582,648
SEPTEMBER					0													0
OCTOBER					0													0
NOVEMBER					0													0
DECEMBER					0													0
JANUARY					0													0
FEBRUARY					0													0
MARCH					0													0
APRIL					0													0
MAY					0													0
JUNE					0													0
TOTAL TO DATE	47	20,307,568	5	4,037,379	52	33	1,501,795	49	2,033,766	0	-	0	-	4	4,457,564	23	629,239	32,967,311



## LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES

Thursday 12 June 2025 at 8.30am

VENUE: Civic Rooms, 102 North Road

(File Ref: ES.MEE.5 /)

**Committee Terms of Reference:** *The aim of the Local Emergency Management Committee (LEMC) is to overview, plan and test the local community emergency management arrangements. The committee includes representatives from agencies, organisations and community groups with expertise relevant to the identified community hazards and risks and emergency management arrangements.*

### 1 DECLARATION OF OPENING

### 2 ATTENDANCE:

Name	Organisation
Cr Tom Brough	COA
Matthew Giffellon	COA
Heather Bell	COA
Nathan Anderson	SES
Scott Reitsema	COA
Shane Bell	AVFRS
Cameron Famlonga	DFES
Alex Poulton	COA
Michele Segger	WACHS PHU
Gary Berg	Main Roads WA
Ben Whittle	SES
Kelly Hill	DPIRD
Hayden Johnstone	SJA
Trudi Smits	Southern Ports
Anna Kiddle	COA
Erin Eaton	COA
Viv Gardiner	DFES
Andrew Buchanan	ATCO
Dave Costello	WAPOL
Elise van Gorp	COA
John Pouwelsen	COA
Tammy Flett	COA

### APOLOGIES:

Name	Organisation
Joel Colgate	Silverchain
Andrew Sharpe	COA
Damon Lawrence	COA
Graeme Poole	COA DCBFCO
Rob Lynn	COA CBFCO
Toni Melia	SJA
Ali Benson	DPAW
Chris Walsh	Red Cross
Carlos Correia	WAPOL
Colin Hyde	COA

Eliza Mathew	WACHS
Kriss Logan	Dept Transport

### 3 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

#### ITEM 3.1: COMMITTEE RECOMMENDATION

The minutes of the Local Emergency Management Committee meeting held on 27<sup>th</sup> February 2025 to be confirmed as a true and accurate record of proceedings.

**Moved:** S Reitsema

**Seconded:** A Kiddle

### 4 BUSINESS ARISING FROM PREVIOUS MEETINGS:

NIL

### 5 STANDARD AGENDA ITEMS (AS PER State EM PROCEDURE 7)

#### 5.1 City of Albany Events.

The Skywhale event and the Sub Mariners event were well represented.

The Maritime Festival kicks off in July with the launch weekend - 4th July being an R18 event at the Boat Shed and All at Sea on the Saturday

### 6 GENERAL BUSINESS

#### 6.1 Local Emergency Relief and Support Plan – Kelly Trinne, Dept of Communities

Including Evacuation Centre – Albany and Regionally. These are not formalised but are part of the plan. The Evacuation Centre sits under the Department of Communities. The LEMC note the plan in draft.

#### 6.2 LEMA Improvement Program Update May 2025

In February there was a risk process pilot as part of the LEMA. To be a strength-based approach and looking at Assets. WALGA are trying to get this completed by the end of 2025. The City LEMA is not due for review until next year.

#### 6.3 Around the table updates

##### **Nathan Anderson and Ben Whittle– SES**

Nathan handing over the Local Manager SES role to Ben Whittle on 1 July 2025. Steady flow of new members and the teams have been busy with several trail rescues.

Ben introduced himself and has been with SES for 11 years.

##### **Shane Bell – AVFRS**

Business as usual with good numbers. The brigade has a new email address and will be updated on contact listing.

##### **Michele Segger \_WACHS PHU**

Increase in the area of flue type illnesses. Pertussis is also on the increase and suggest people get tested. There was a measles outbreak in the SW but that has now closed.

##### **Hayden Johnstone – SJA**

Preparedness for illnesses and offering serology testing for staff to check immunities.

The four new FTE have been filled with still two more to be completed increasing the paramedic numbers from nine to fifteen. This also meant two new ambulances were required and now in service.

The new building on Sanford Rd is still on track for a November finish.



**Trudi Smits – Southern Ports**

Continuing to complete their Emergency Response Plan and Oil Spill Containment Plan.

**Dave Costello – WAPOL**

Getting more resources but they are going out regionally.

Road Safety Planning ongoing

School issues of bullying, fighting and assaults are increasing including posting on tik tok.

**Gary Berg – Main Roads**

Planned work being completed at present. Adhoc work is ongoing.

Currently finalizing the works program for next year.

Vegetation issues at the moment due to weather which includes fallen trees in areas.

**Viv Gardiner – DFES**

Annual LEMC reporting is due in July.

State Recovery Arrangements have been completed including how the State can assist Local Governments.

The recent Storm was a declared event and there is funding available.

Discussion on recent Kojonup incident water/Hazmat. ISG's should be called for incidents.

**Cameron Famlonga - DFES**

Interagency responses are on the rise with increased tourism which also puts a strain on resources. Last incident had a lot of resources required. ISG's should be called early for incidents.

Thank you to all that have been involved in recent incidents.

Do we need to educate visitors and others to be prepared, ie signage at trails.

**Andrew Buchanan – ATCO**

Business as usual

**Kelly Hill – DPIRD**

Wasp program on decline at present but will ramp up again in November.

Season has been good so far in the Great Southern.

**Elie van Gorp – COA**

Maritime Festival – The first two weeks of the month will be busy due to school holidays being on and the Treasure trail will encourage people to get out and about.

**Kristen Pryz-Brown – COA**

Currently working on the Tourism Strategy.

Debrief held with Southern Ports on the Cruise ship season and looking at how to get people from the Port to the CBD.

Airport – Currently working on the upgrade project.

Economic Development Strategy – Looking at livability and getting people to contribute.

**Alexander Poulton – COA**

Full contingency of staff employed with most days covering 5am to 8pm.

Security focus at present and will reactivate the SMS (Strength & Security Measures) working group in July.

A recent gate incident which caused issues for access and security control was required.

ATI (Aerodrome Technical Inspection) and Electrical Inspection complete and a debrief of this will occur in the SMS meeting which will include Ausflight, Virgin, Rex, Aero Club and any LEMC members wanting to join.

Airport Improvement Project to strengthen runway. Tender documents due out with a 2026 start possible and closure of the airport may occur during the upgrades.

**John Pouwelsen – COA**

Evacuation Centre quiet.

Chlorine leak exercise with emergency services being held.

**Tammy Flett - COA**

DIEP Forum being held on 2 September with 38pax to attend with 12 of those to be with lived experience. University of Sydney facilitating.

Public Health Plan – Consultation in September

**Scott Reitsema – COA**

Will have a full emergency services team shortly with vacancies being filled.

Supporting Bush Fire Brigades at present with training and to ensure minimum skills are completed.

Currently looking at areas for water supply due to costs of carting water.

**Alison Benson - DPAW (emailed)**

New fire coordinator Alison Benson settling into the role since January, currently have the Fire Operations Officer on Long Service Leave so has been a very busy time trying to organise Autumn burning and completion of fire break maintenance projects.

13 burn prescriptions approved and actively seeking opportunities and monitoring weather conditions to burn when possible. So far burning has occurred in Bremer Bay and West Cape Howe National parks.

We will be sending some of our Conservation Employees to assist with a deployment of West Australian firefighters to assist with fires in Canada imminently. These firefighters will have completed an Arduous fitness test to allow them to work on the Fireline overseas.

We have been working on building our fire equipment cache this year and have secured some new equipment and upgraded some old equipment such as flamethrowers and firebreak spraying units. The new bulldozer and float are on track to arrive before the end of the financial year and we have managed to fill both machine operator positions.

Easter was a very busy period for DBCA with very high visitation across all, National Parks. There were a number of incidents and tragically one fatality at the Salmon Holes. The department would like to thank all of your amazing volunteers for there tireless assistance in responding to these incidents.

The department has commenced a new Graduate Development Program this year and Albany District were lucky enough to secure two graduates who will spend two years with us rotating between our different service areas such as fire, nature conservation and parks and visitor services every 8 months.

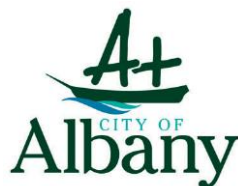
**7 DATE OF NEXT MEETING:**

Dates for 2025

Thursday 11th September 2025 – Exercise to be held.

Thursday 27<sup>th</sup> November 2025

**8 CLOSURE OF MEETING: 9.12am**



## BUSH FIRE ADVISORY GROUP

File Reference: ES.MEE.8 / AM25201271

### MINUTES

**MEETING:** Monday 28<sup>th</sup> July 2025 @ 1900

**LOCATION:** Mercer Road Conference Room, 39 Mercer Road, Walmsley

#### 1 ATTENDANCE:

##### Members:

Chief Bush Fire Control Officer	Mr Rob Lynn
Deputy Chief Bush Fire Control Officer	Mr Graeme Poole
Senior Fire Control Officer (Southwest)	Mr Darryl Bradley
South Coast VBFB	Rowan Hardey
South Coast VBFB	Bernie Winkler
Bornholm VBFB	Laurie Nissen
Torbay VBFB	Vicki Smith
Youngs Siding VBFB	Kevin Martin
Youngs Siding VBFB	Michelle Hollands
Kalgan VBFB	Clayton de Jager
Kalgan VBFB	Colin Trethewie
South Stirlings VBFB	Graeme Pyle
South Stirlings VBFB	Deb Pyle
Elleker VBFB	Tom Devries
Redmond VBFB	Pieter Mostert
Highway VBFB	Juan Hart
Highway VBFB	Bevan Spaanderman
Highway VBFB	Ben Braun
Manypeaks VBFB	Kim Lester
Manypeaks VBFB	Tim Metcalf
King River VBFB	Simon Whitfort

##### City of Albany Staff:

Emergency Operations Officer – Administration	Mrs Michelle Hollands (Minutes)
COA Emergency Services - Officer	Ms Michelle Webb
COA Community Emergency Services Manager (CESM)	Mr Brendan Gordon

**Apologies:**

Malcolm Pearce	Brian Taylor & Keith Smith
Tom Collins & Kim Roberts	Scott Reitsema & Brett Tomkin
Chris Ayres	Reece Curwen
Mark Plunket	

**2 CONFIRMATION OF MINUTES****Amendments to previous Minutes.**

**Graeme Poole:** - request amendment in Section 8.1, some items from Northeast sector flagged as Graeme saying in minutes but this was John Howard.

**Rob Lynn:-** Amendment to item & Appiontment of Fire Weather Officers No.5 Deputy Senior Fire Control Officer (NE2) should be Mr Kim Lester not Mr Kim Metcalf.

**THAT the minutes of the Bush Fire Advisory Committee meeting held on 25 June 2024, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**MOVED:** Simon Whitfort

**SECOND:** Darryl Bradly

**RESULT:** Carried: 18-0

**Motion: THAT the minutes of the Bush Fire Advisory Committee meeting held on 25 June 2024, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**MOVED:** Simon Whitfort

**SECOND:** Darryl Bradley

**RESULT:** Carried: 18-0

**3 Chair for BFAG meeting confirmation**

Due to the Chair's position being vacant the CBFCO asked the meeting if there were any objections to him Chairing the meeting. There being no objections the CBFCO assumed the role of meeting Chair.

**4 DISCLOSURE OF INTEREST**

Members of Bush Fire Advisory Group are asked to use the forms prepared for the purpose, aiding the proceedings of the meeting by notifying the presiding member prior to the conduct of the meeting.

**5 CITY OF ALBANY BRIGADE NOMINATIONS OF OFFICE BEARERS 2024/2025**

Under Section 38 of the Bush Fire Act 1954 *"Local government may appoint bush fire control officer.*

*(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief*

*Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it."*

Under the Act, The City of Albany may appoint one CBFCO and one DCBFCO.

The City of Albany will accept up to three (3) nominations for the position of CBFCO and DCBFCO. The nominations will be considered by the Bush Fire Advisory Committee and a recommendation put forward to Council for selection.

### **5.1 NOMINATION OF CHIEF BUSH FIRE CONTROL OFFICER (CBFCO)**

The Chief Bush Fire Control Officer will be appointed on a three (3) year term and thereafter be eligible for election for one (1) further three (3) year term.

Not Due for Election

**Chief Bush Fire Control Officer – Rob Lynn**

Term Expires: 30 June 2027

### **5.2 NOMINATION OF DEPUTY CHIEF BUSH FIRE CONTROL OFFICER**

The Deputy Chief Bush Fire Control Officer will be appointed on a three (3) year term and thereafter be eligible for election for one (1) further three (3) year term.

Not due for election

**Deputy Chief Bush Fire Control Officer – Graeme Poole**

Term Expires: 30 June 2027

### **5.3 NOMINATION OF SENIOR AND DEPUTY BUSH FIRE CONTROL OFFICERS (SFCO, DSBFCO)**

The Senior Bush Fire Control Officers for the NE and SW Sectors will be appointed on a three (3) year term.

Rob Lynn – Thank you to John Howard for serving as NE1 for the past 3 years.

#### **ITEM 5.3.1 – NOMINATION OF SENIOR BUSH FIRE CONTROL OFFICER (NORTH EAST SECTOR)**

**NOMINATED:** 1. Kim Lester 2. 3.

**PROPOSED:** 1. Graeme Pyle 2. 3.

**SECONDED:** 1. Darryl Bradley 2. 3.

**RESULT:** Carried: 18-0

Term Expires: 30 June 2028

#### **ITEM 5.3.2 – NOMINATION OF DEPUTY SENIOR BUSH FIRE CONTROL OFFICER (NORTH EAST SECTOR)**

**NOMINATED:** 1. Tim Metcalf 2. 3.

**PROPOSED:** 1. Graeme Pyle 2. 3.

**SECONDED:** 1. Graham Poole 2. 3.

**RESULT:** Carried: 18-0

Term Expires: 30 June 2028

### ITEM 5.3.3 – NOMINATION OF SENIOR BUSH FIRE CONTROL OFFICER (SOUTHWEST SECTOR)

Not due for election

**Darryl Bradley**

Term Expires: 30 June 2027

### ITEM 5.3.4 – NOMINATION OF DEPUTY SENIOR BUSH FIRE CONTROL OFFICER (SOUTHWEST SECTOR)

**NOMINATED:** 1. Simon Whitfort 2. 3.

**PROPOSED:** 1. Graham Poole 2. 3.

**SECONDED:** 1. Ben Braun 2. 3.

**RESULT:**

**Carried: 18-0**

Term Expires: 30 June 2028

## 6 RECOMMENDATION OF BRIGADE FIRE CONTROL OFFICERS

Nominations for essential leadership positions received from Volunteer Bush Fire Brigades be recommended by the Bush Fire Advisory Group (BFAG) and presented for endorsement by the Bush Fire Advisory Committee (BFAC).

### ITEM 6 – RECOMMENDATION OF BRIGADE FIRE CONTROL OFFICERS (FCO)

That the following appointments are essential leadership positions in the City of Albany's Volunteer Bush Fire Brigades and are to be presented for endorsement to the Bush Fire Advisory Committee.

NORTH EAST SECTOR		
Gnowellen	FCO	Scott Moir
		Jeffery Stoney
Green Range	FCO	Mark Plunkett
		Clinton North
Kojaneerup	FCO	Scott Smith
		Mark Smith
Many Peaks	FCO	Tim Metcalfe
		Robert Potter
South Stirling	FCO	Graeme Pyle
		Reece Curwen
Wellstead	FCO	James Gorman
		Craig Locke
SOUTH WEST SECTOR		
Bornholm	FCO	Chris Ayres
		Laurie Nissen
Elleker	FCO	Wayne van der Heide
		Maxine Jones
Highway	FCO	Benjamin Braun
		Juan Hart
Kalgan	FCO	Darryl Bradley
		Clayton De Jager

King River	FCO	Simon Whitfort
		Malcom Pearce
Napier	FCO	Tom Collins
		Kim Roberts
Redmond	FCO	Pieter Mostert
		Troy Mostert
South Coast	FCO	Rowan Hardey
		Shane Duncan
Torbay	FCO	Brian Taylor
		Keith Smith
Youngs	FCO	Kevin Martin
		Martin Peterson

**ITEM 6 - BUSH FIRE ADVISORY GROUP RECOMMENDATION****MOVED:** 1. Clinton North**SECONDED:** 1. Simon Whitfort**RESULT:****Carried: 16-0****7 APPOINTMENT OF FIRE WEATHER OFFICER**

Fire Weather Officers are responsible for (in accordance with section 38 of the Bush Fires Act 1954:

- *An approved Local Government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary - S38 (8)*
- *Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by subsection (17) – S38 (9)*
- *An authorised fire weather officer may authorise a person who has received a permit to burn the bush in the district on a day when the Bureau of Meteorology's forecast fire danger rating is "high" or above. S38 (17)*

**CBFCO Comment:**

The BFAG committee voted in 2024 to gazette the Chief Bush Fire Control Officer (CBFCO) as the appointed Fire Weather Officer for the City of Albany

**CBFCO Recommendation:**

1. The Act provides for the appointment of a Deputy Fire Weather Officer empowered to Act in the absence of the Fire Weather Officer – Section 38 (10). I recommend the Deputy Chief Bush Fire Control Officer be appointed as Deputy Fire Weather Officer.

**Motion: THAT the Deputy Chief Bush Fire Control Officer be appointed as Deputy Fire Weather Officer.**

**MOVED:** Ben Braun**SECONDED:** Kevin Martin**RESULT:****Carried: 17-0**

2. The Act provides for the appointment of a committee for the purpose of “advising and assisting the fire weather officer or any deputy Section 38 (14). I recommend that a committee to be known as the “Fire Weather Committee” be established comprising NE1, SW1 and the Albany CESM.

**Motion: THAT a Fire Weather Committee comprising North East 1, South West 1 and the Albany CESM be established for the purpose of advising and assisting the Fire Weather Officer or any Deputy Fire Weather Officer**

**MOVED:** Ben Braun

**SECONDED:** Kevin Martin

**RESULT:**

**Carried: 17-0**

## 8 CBFCO REPORT

### CBFCO REPORT – Joint NE/SW Meeting:

- *Thanks to Johnno in role as NE1, Thanks to all office holders, volunteers and farmer response.*
- Early start to season (as per last season)
- Fire season now runs for 12 months
- More than half prior to Christmas.
- Thanks to Brigades for their work throughout the season. Support by brigades to other LG's appreciated.
- Acknowledge support provided by DFES and P&W crews and all the support from the CoA EM team during the season.
- Several suspicious fires during the season assisted by DFES FIO's.
- Traffic control and road closures remain an issue and further work required (Meeting with DFES, Main Roads and Police.
- Coverage following Telstra 3G to 4G changeover remains problematic.

### CBFCO Forum

- 3 Days – 11 to 13 June
- Approx 70 Chief's and Deputy's attended BCoE
- End result 14 sessions with key areas being:
  - Key note address by David Nugent “From zero to 100 – How fires can escalate fast”.
  - Aviation
  - LGGS
  - Lithium-Ion battery fires
  - Working with LG's and Communities
  - Future Proofing Volunteering
  - BCoE Training updates
  - New FLARE (augmented reality training aid)
  - Even a session titled “Reporting to DFES – challenging but crucial”
  - Finishing off with a Communications and leadership session subtitled – Speak well, Listen better, Lead strong.

### BOC (State Bushfire Operations Committee) UPDATE

Assets and Operational Fleet Feedback QR Code

4.4 Tanker – removal of IVECO.

Washing PPE – machines are LGGS Eligible



Volunteer Medical Cover - LGIS – presumptive cancer, PTSD, Fire Reports  
AFDRS – review, fuel types, grassland observations  
LGGs Working Group – escalated to DFES LGGs Reform project  
Western Power – pole top fires – DFES Escalating to Western Power

## **9 SECTOR MEETING REPORTS**

Action items from the Northeast and Southwest Sector Meetings.

### **ITEM 9.1 North East Sector – (NE1)**

#### **Kim Lester-**

Green Range fires- thank you to the City, DFES and SW sector Working well together

What's come out these the big fires has brought up the change to terms is experience and making the most of members gaining experience to move up the ladder. Sector looking at more infrastructure, green range tanks and regional community setups for depots and points to muster and control, looking into a bigger area with strategic locations and funding to do this.

### **ITEM 9.2 South West Sector – (SW1)**

#### **Darryl Bradley-**

Thank you to SW brigades and Simon (SW2) for all their help over the season, Chief, deputy Chief and all the team. Starting to see some of the FCOs step up. 110 fires this season, turn outs every 1.4 days.

Thanks to all the crews and the City for all the work their been doing, still working on Fire Reports

## **10 DFES REPORT**

### **Diarmuid Kinsella-**

Diarmuid has taken over from Dereck Jones as DO Rural, Staffing wise AO position vacant career guys stepping in at the moment. SOSF fleet had left the region, several appliances have been retained for mitigation use - 2.4, 3.4 and LT available for Mitigation purposes. Regional exercise in Ravensthorpe coming up. Preseason work with Brendan Gordon closer to the season. AFAC conference coming up in Perth 26-28 August.

Traffic management meeting with WAPOL, Main Roads, DFES and Rob Lynn this week to work through some of the challenges experienced with shutting down roads last couple of years.

Grain harvest aerial support program to stay.

Thank you to the City for support over season.

## **11 DBCA REPORT**

### **Dave Atkins and Alison Benson,**

Ali has taken over from Vince, Vince is now Safety officer.

Ali - New bulldozer on new float, poster child at AFAC conference. Pre fire season preparation in progress. Preseason fire training day coming up.

4 crew deployed to Canada, and Peter Hartly as incident controller. Good opportunity to send staff over and they have got a lot out of the deployment.

Burning every few weeks with good results.

## 12 CITY OF ALBANY REPORTS

### Brendan Gordon-

Fuel loads the default is 4.5 tons per hectare, preseason not too bad but end of season once harvesting is finished and paddocks grazed down is still 4.5 tons per hectare, need to get out to some properties, take photos and send to DFES technical services to combine with satellite imagery, bring down to from 4.5 to 2 ton/ hectare, alters fire behaviour index which alters the fire danger rating, if we don't do this this is set at 4.5 and we will reach the trigger for permits to cancel, accuracy sent to technical services better results.

Community engagement will start soon, seeing brigades and communities to see what they want to run.

Bush fire centre of excellence has a fire spread simulation model, you can pit fire in change fire rating, wind. excellent training opportunity for brigades, FCO running through scenarios can pause and put in strategies and tactics. looking to roll out to community engagement try to enhance knowledge of fire behaviour spread and ember attack. BFCE has a training skills card with scenarios.

LGGs successful items have been tick off, will contact brigades on what has been allocated, Michelle Webb has sources an additional \$70000 for tyre replacement program, this is underway. Servicing has started on appliances, completed by the end of August, still waiting on parts for repairs.

**Michelle Webb-** Wish list items were logged earlier this year will look at actioning these items.

## 13 GENERAL BUSINESS

### ITEM 13.1 Motion: Senior Fire Control Officer Term of Office – (NE1 and SW1)

The current term of Office for NE1 and SW1 is three (3) years while the term for NE2 and SW2 is one (1) year. Recommendation: the terms for NE1, SW1, NE2 and SW2 be standardised at two (2) years.

#### Motion:

**THAT Senior fire control officers, NE1, SW1, NE2 and SW2, term of office be two (2) years with no limitation on re-election.**

**MOVED: Kim Lester**

**SECONDED: Darryl Bradley**

**RESULT:**

**Carried: 18-0**

### ITEM 13.2 BFAG name and structure – CBFCO Rob Lynn

#### Background:

In 2019 this meeting agreed to alter the brigade structure to comprise North East and South West Sector Meetings reporting to a Brigade Committee of Senior Fire Officers. The NE sector meeting is Chaired by NE1. At a recent SW Sector meeting it was agreed future SW Sector meetings would be Chaired by SW1.

Following a recommendation from this group to the Bush Fire Advisory Committee (BFAC) the Committee's membership was expanded to include NE1 and SW1.

The Act provides for the establishment by local government of a Bush Fire Advisory Committee (Section 67(1)). There is no reference in the Act to establishment of a "Bush fire Advisory Group.

**Recommendation:**

1. The use of the term Bush Fire Advisory Group (BFAG) be discontinued and any reference in local government documents be amended to reflect current brigade structure.
2. The annual meeting of NE and SW Sectors (ie this meeting) be formally known as the "Joint Sector Brigade Meeting".
3. The Joint Sector Brigade meeting shall or convened as necessary, but at least annually, to discuss matters impacting both Sectors and shall be Chaired by the Chief Bush Fire Control Officer.

**Motion 1: THAT the Bush Fire Advisory Group (BFAG) be dissolved and that a new structure comprising separate North East and South West Sector groups together with a Joint Sector Brigade Group be formalised.**

**PROPOSED:** Rob Lynn

**SECONED:** Ben Braun

**RESULT:**

**Carried: 20-0**

**Motion 2: THAT: the position of Bushfire Advisory Group Chair be discontinued and that the Chief Bush Fire Control Officer be appointed as Chair of the Joint Sector Brigade meetings.**

**PROPOSED:** Rob Lynn

**SECONED:** Simon Whitfort

**RESULT:**

**Carried: 20-0**

**14 \*\* APPOINTMENT OF BUSH FIRE ADVISORY GROUP CHAIR**

**\*\*(Dependant on outcome of above motion(s))**

The Bush Fire Advisory Group (BFAG) Chair is responsible for:

- Calling the meeting
- Approving requests for a presentation
- An agenda for each meeting is prepared
- Members are given at least two weeks written notice of a meeting. The Chair can provide a lesser period of notice in urgent or exceptional circumstances. Notice may be given by fax, phone, email or courier.
- Procedure. Members may ask questions of relevant staff concerning items on the agenda. Members must address their questions through the presiding person.
- Adherence to the BFAG's terms of reference
- Represent BFAG on the Bush Fire Advisory Committee (BFAC)

Given the motion to dissolve to BFAG and therefore discontinue the role of BFAG Chair this appointment is no longer required.

**15 Action Items**

**15.1 LGIS Medical Cover for VBFB members.**

Brigades to Record and Report hazardous materials on fires attended, this must be noted on Fire reports, so the information is captured for insurance purposes by

the City. This will cover VBFB members against certain cancers and PTSD events in the future. Important information of fires includes Chemical, Car fire etc. Washing of PPE is important after fires, note washing machines are covered by LGGS for brigades washing gear inhouse.

**Actions/ outcomes**

FCOs to Record and Report Hazardous materials on the fire ground in their fire reports and to report to the City/ Duty Officer when attending fires in SITREP.

**16 Comments**

16.1 Diarmuid Kinsella- Destocking of sheep on farms, question on will this effect the fuel loads in rural areas.

Graeme Pyle- Sheep farmers will still keep sheep stock on farm; the quantity is dependant of sheep pricing these levels may vary but the current stock on farm should keep fuel loads in check.

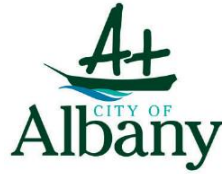
16.2 Laurie Nissen- South Australia has a new fleet of Light Tankers, these vehicles have tyres and different rims with a larger footprint for use in sand, would larger tyres be considered for our LTs?

Rob Lynn- If anyone had the opportunity to go to the AFAC exhibition to see what is on offer.

**17 DATE OF NEXT MEETING: To be Confirmed.**

**18 CLOSURE OF MEETING: 8:33 PM**

There being no further business the Chair will declare the meeting closed:



## BUSH FIRE ADVISORY GROUP

File Reference: ES.MEE.8 / AM25201271

### MINUTES

**MEETING:** Monday 28<sup>th</sup> July 2025 @ 1900

**LOCATION:** Mercer Road Conference Room, 39 Mercer Road, Walmsley

#### 1 ATTENDANCE:

##### Members:

Chief Bush Fire Control Officer	Mr Rob Lynn
Deputy Chief Bush Fire Control Officer	Mr Graeme Poole
Senior Fire Control Officer (Southwest)	Mr Darryl Bradley
South Coast VBFB	Rowan Hardey
South Coast VBFB	Bernie Winkler
Bornholm VBFB	Laurie Nissen
Torbay VBFB	Vicki Smith
Youngs Siding VBFB	Kevin Martin
Youngs Siding VBFB	Michelle Hollands
Kalgan VBFB	Clayton de Jager
Kalgan VBFB	Colin Trethewie
South Stirlings VBFB	Graeme Pyle
South Stirlings VBFB	Deb Pyle
Elleker VBFB	Tom Devries
Redmond VBFB	Pieter Mostert
Highway VBFB	Juan Hart
Highway VBFB	Bevan Spaanderman
Highway VBFB	Ben Braun
Manypeaks VBFB	Kim Lester
Manypeaks VBFB	Tim Metcalf
King River VBFB	Simon Whitfort

##### City of Albany Staff:

Emergency Operations Officer – Administration	Mrs Michelle Hollands (Minutes)
COA Emergency Services - Officer	Ms Michelle Webb
COA Community Emergency Services Manager (CESM)	Mr Brendan Gordon

**Apologies:**

Malcolm Pearce	Brian Taylor & Keith Smith
Tom Collins & Kim Roberts	Scott Reitsema & Brett Tomkin
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**2 CONFIRMATION OF MINUTES****Amendments to previous Minutes.**

**Graeme Poole:** - request amendment in Section 8.1, some items from Northeast sector flagged as Graeme saying in minutes but this was John Howard.

**Rob Lynn:-** Amendment to item & Appointment of Fire Weather Officers No.5 Deputy Senior Fire Control Officer (NE2) should be Mr Kim Lester not Mr Kim Metcalf.

**THAT the minutes of the Bush Fire Advisory Committee meeting held on 25 June 2024, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**MOVED:** Simon Whitfort

**SECOND:** Darryl Bradly

**RESULT:** Carried: 18-0

**Motion: THAT the minutes of the Bush Fire Advisory Committee meeting held on 25 June 2024, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**MOVED:** Simon Whitfort

**SECOND:** Darryl Bradley

**RESULT:** Carried: 18-0

**3 Chair for BFAG meeting confirmation**

Due to the Chair's position being vacant the CBFCO asked the meeting if there were any objections to him Chairing the meeting. There being no objections the CBFCO assumed the role of meeting Chair.

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Members of Bush Fire Advisory Group are asked to use the forms prepared for the purpose, aiding the proceedings of the meeting by notifying the presiding member prior to the conduct of the meeting.

**5 CITY OF ALBANY BRIGADE NOMINATIONS OF OFFICE BEARERS 2024/2025**

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*(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief*

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Under the Act, The City of Albany may appoint one CBFCO and one DCBFCO.

The City of Albany will accept up to three (3) nominations for the position of CBFCO and DCBFCO. The nominations will be considered by the Bush Fire Advisory Committee and a recommendation put forward to Council for selection.

### **5.1 NOMINATION OF CHIEF BUSH FIRE CONTROL OFFICER (CBFCO)**

The Chief Bush Fire Control Officer will be appointed on a three (3) year term and thereafter be eligible for election for one (1) further three (3) year term.

Not Due for Election

**Chief Bush Fire Control Officer – Rob Lynn**

Term Expires: 30 June 2027

### **5.2 NOMINATION OF DEPUTY CHIEF BUSH FIRE CONTROL OFFICER**

The Deputy Chief Bush Fire Control Officer will be appointed on a three (3) year term and thereafter be eligible for election for one (1) further three (3) year term.

Not due for election

**Deputy Chief Bush Fire Control Officer – Graeme Poole**

Term Expires: 30 June 2027

### **5.3 NOMINATION OF SENIOR AND DEPUTY BUSH FIRE CONTROL OFFICERS (SFCO, DSBFCO)**

The Senior Bush Fire Control Officers for the NE and SW Sectors will be appointed on a three (3) year term.

Rob Lynn – Thank you to John Howard for serving as NE1 for the past 3 years.

#### **ITEM 5.3.1 – NOMINATION OF SENIOR BUSH FIRE CONTROL OFFICER (NORTH EAST SECTOR)**

**NOMINATED:** 1. Kim Lester 2. 3.

**PROPOSED:** 1. Graeme Pyle 2. 3.

**SECONDED:** 1. Darryl Bradley 2. 3.

**RESULT:** Carried: 18-0

Term Expires: 30 June 2028

#### **ITEM 5.3.2 – NOMINATION OF DEPUTY SENIOR BUSH FIRE CONTROL OFFICER (NORTH EAST SECTOR)**

**NOMINATED:** 1. Tim Metcalf 2. 3.

**PROPOSED:** 1. Graeme Pyle 2. 3.

**SECONDED:** 1. Graham Poole 2. 3.

**RESULT:** Carried: 18-0

Term Expires: 30 June 2028

**ITEM 5.3.3 – NOMINATION OF SENIOR BUSH FIRE CONTROL OFFICER  
(SOUTHWEST SECTOR)**

Not due for election

**Darryl Bradley**

Term Expires: 30 June 2027

**ITEM 5.3.4 – NOMINATION OF DEPUTY SENIOR BUSH FIRE CONTROL OFFICER  
(SOUTHWEST SECTOR)**

**NOMINATED:** 1. Simon Whitfort 2. 3.

**PROPOSED:** 1. Graham Poole 2. 3.

**SECONDED:** 1. Ben Braun 2. 3.

**RESULT:** Carried: 18-0

Term Expires: 30 June 2028

**6 RECOMMENDATION OF BRIGADE FIRE CONTROL OFFICERS**

Nominations for essential leadership positions received from Volunteer Bush Fire Brigades be recommended by the Bush Fire Advisory Group (BFAG) and presented for endorsement by the Bush Fire Advisory Committee (BFAC).

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**ITEM 6 - BUSH FIRE ADVISORY GROUP RECOMMENDATION****MOVED:** 1. Clinton North**SECONDED:** 1. Simon Whitfort**RESULT:****Carried: 16-0****7 APPOINTMENT OF FIRE WEATHER OFFICER**

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**CBFCO Comment:**

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**CBFCO Recommendation:**

1. The Act provides for the appointment of a Deputy Fire Weather Officer empowered to Act in the absence of the Fire Weather Officer – Section 38 (10). I recommend the Deputy Chief Bush Fire Control Officer be appointed as Deputy Fire Weather Officer.

**Motion: THAT the Deputy Chief Bush Fire Control Officer be appointed as Deputy Fire Weather Officer.**

**MOVED:** Ben Braun**SECONDED:** Kevin Martin**RESULT:****Carried: 17-0**

2. The Act provides for the appointment of a committee for the purpose of “advising and assisting the fire weather officer or any deputy Section 38 (14). I recommend that a committee to be known as the “Fire Weather Committee” be established comprising NE1, SW1 and the Albany CESM.

**Motion: THAT a Fire Weather Committee comprising North East 1, South West 1 and the Albany CESM be established for the purpose of advising and assisting the Fire Weather Officer or any Deputy Fire Weather Officer**

**MOVED:** Ben Braun

**SECONDED:** Kevin Martin

**RESULT:**

**Carried: 17-0**

## **8 CBFCO REPORT**

### **CBFCO REPORT – Joint NE/SW Meeting:**

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LGGS Working Group – escalated to DFES LGGS Reform project  
Western Power – pole top fires – DFES Escalating to Western Power

## **9 SECTOR MEETING REPORTS**

Action items from the Northeast and Southwest Sector Meetings.

### **ITEM 9.1 North East Sector – (NE1)**

#### **Kim Lester-**

Green Range fires- thank you to the City, DFES and SW sector Working well together

What's come out these the big fires has brought up the change to terms is experience and making the most of members gaining experience to move up the ladder. Sector looking at more infrastructure, green range tanks and regional community setups for depots and points to muster and control, looking into a bigger area with strategic locations and funding to do this.

### **ITEM 9.2 South West Sector – (SW1)**

#### **Darryl Bradley-**

Thank you to SW brigades and Simon (SW2) for all their help over the season, Chief, deputy Chief and all the team. Starting to see some of the FCOs step up. 110 fires this season, turn outs every 1.4 days.

Thanks to all the crews and the City for all the work their been doing, still working on Fire Reports

## **10 DFES REPORT**

### **Diarmuid Kinsella-**

Diarmuid has taken over from Dereck Jones as DO Rural, Staffing wise AO position vacant career guys stepping in at the moment. SOSF fleet had left the region, several appliances have been retained for mitigation use - 2.4, 3.4 and LT available for Mitigation purposes. Regional exercise in Ravensthorpe coming up. Preseason work with Brendan Gordon closer to the season. AFAC conference coming up in Perth 26-28 August.

Traffic management meeting with WAPOL, Main Roads, DFES and Rob Lynn this week to work through some of the challenges experienced with shutting down roads last couple of years.

Grain harvest aerial support program to stay.

Thank you to the City for support over season.

## **11 DBCA REPORT**

### **Dave Atkins and Alison Benson,**

Ali has taken over from Vince, Vince is now Safety officer.

Ali - New bulldozer on new float, poster child at AFAC conference. Pre fire season preparation in progress. Preseason fire training day coming up.

4 crew deployed to Canada, and Peter Hartly as incident controller. Good opportunity to send staff over and they have got a lot out of the deployment.

Burning every few weeks with good results.

## 12 CITY OF ALBANY REPORTS

### Brendan Gordon-

Fuel loads the default is 4.5 tons per hectare, preseason not too bad but end of season once harvesting is finished and paddocks grazed down is still 4.5 tons per hectare, need to get out to some properties, take photos and send to DFES technical services to combine with satellite imagery, bring down to from 4.5 to 2 ton/ hectare, alters fire behaviour index which alters the fire danger rating, if we don't do this this is set at 4.5 and we will reach the trigger for permits to cancel, accuracy sent to technical services better results.

Community engagement will start soon, seeing brigades and communities to see what they want to run.

Bush fire centre of excellence has a fire spread simulation model, you can pit fire in change fire rating, wind. excellent training opportunity for brigades, FCO running through scenarios can pause and put in strategies and tactics. looking to roll out to community engagement try to enhance knowledge of fire behaviour spread and ember attack. BFCE has a training skills card with scenarios.

LGGS successful items have been tick off, will contact brigades on what has been allocated, Michelle Webb has sources an additional \$70000 for tyre replacement program, this is underway. Servicing has started on appliances, completed by the end of August, still waiting on parts for repairs.

**Michelle Webb-** Wish list items were logged earlier this year will look at actioning these items.

## 13 GENERAL BUSINESS

### ITEM 13.1 Motion: Senior Fire Control Officer Term of Office – (NE1 and SW1)

The current term of Office for NE1 and SW1 is three (3) years while the term for NE2 and SW2 is one (1) year. Recommendation: the terms for NE1, SW1, NE2 and SW2 be standardised at two (2) years.

#### Motion:

**THAT Senior fire control officers, NE1, SW1, NE2 and SW2, term of office be two (2) years with no limitation on re-election.**

**MOVED: Kim Lester**

**SECONDED: Darryl Bradley**

**RESULT:**

**Carried: 18-0**

### ITEM 13.2 BFAG name and structure – CBFCO Rob Lynn

#### Background:

In 2019 this meeting agreed to alter the brigade structure to comprise North East and South West Sector Meetings reporting to a Brigade Committee of Senior Fire Officers. The NE sector meeting is Chaired by NE1. At a recent SW Sector meeting it was agreed future SW Sector meetings would be Chaired by SW1.

Following a recommendation from this group to the Bush Fire Advisory Committee (BFAC) the Committee's membership was expanded to include NE1 and SW1.

The Act provides for the establishment by local government of a Bush Fire Advisory Committee (Section 67(1)). There is no reference in the Act to establishment of a "Bush fire Advisory Group.

**Recommendation:**

1. The use of the term Bush Fire Advisory Group (BFAG) be discontinued and any reference in local government documents be amended to reflect current brigade structure.
2. The annual meeting of NE and SW Sectors (ie this meeting) be formally known as the "Joint Sector Brigade Meeting".
3. The Joint Sector Brigade meeting shall or convened as necessary, but at least annually, to discuss matters impacting both Sectors and shall be Chaired by the Chief Bush Fire Control Officer.

**Motion 1: THAT the Bush Fire Advisory Group (BFAG) be dissolved and that a new structure comprising separate North East and South West Sector groups together with a Joint Sector Brigade Group be formalised.**

**PROPOSED:** Rob Lynn

**SECONED:** Ben Braun

**RESULT:**

**Carried: 20-0**

**Motion 2: THAT: the position of Bushfire Advisory Group Chair be discontinued and that the Chief Bush Fire Control Officer be appointed as Chair of the Joint Sector Brigade meetings.**

**PROPOSED:** Rob Lynn

**SECONED:** Simon Whitfort

**RESULT:**

**Carried: 20-0**

#### **14 \*\* APPOINTMENT OF BUSH FIRE ADVISORY GROUP CHAIR**

**\*\***(Dependant on outcome of above motion(s))

The Bush Fire Advisory Group (BFAG) Chair is responsible for:

- Calling the meeting
- Approving requests for a presentation
- An agenda for each meeting is prepared
- Members are given at least two weeks written notice of a meeting. The Chair can provide a lesser period of notice in urgent or exceptional circumstances. Notice may be given by fax, phone, email or courier.
- Procedure. Members may ask questions of relevant staff concerning items on the agenda. Members must address their questions through the presiding person.
- Adherence to the BFAG's terms of reference
- Represent BFAG on the Bush Fire Advisory Committee (BFAC)

Given the motion to dissolve to BFAG and therefore discontinue the role of BFAG Chair this appointment is no longer required.

#### **15 Action Items**

##### **15.1 LGIS Medical Cover for VBFB members.**

Brigades to Record and Report hazardous materials on fires attended, this must be noted on Fire reports, so the information is captured for insurance purposes by

the City. This will cover VBFB members against certain cancers and PTSD events in the future. Important information of fires includes Chemical, Car fire etc. Washing of PPE is important after fires, note washing machines are covered by LGGS for brigades washing gear inhouse.

**Actions/ outcomes**

FCOs to Record and Report Hazardous materials on the fire ground in their fire reports and to report to the City/ Duty Officer when attending fires in SITREP.

**16 Comments**

16.1 Diarmuid Kinsella- Destocking of sheep on farms, question on will this effect the fuel loads in rural areas.

Graeme Pyle- Sheep farmers will still keep sheep stock on farm; the quantity is dependant of sheep pricing these levels may vary but the current stock on farm should keep fuel loads in check.

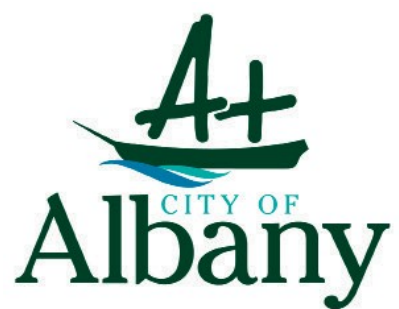
16.2 Laurie Nissen- South Australia has a new fleet of Light Tankers, these vehicles have tyres and different rims with a larger footprint for use in sand, would larger tyres be considered for our LTs?

Rob Lynn- If anyone had the opportunity to go to the AFAC exhibition to see what is on offer.

**17 DATE OF NEXT MEETING: To be Confirmed.**

**18 CLOSURE OF MEETING: 8:33 PM**

There being no further business the Chair will declare the meeting closed:



## Strategic Bush Fire Plan 2014 - 2019

COUNCIL MANAGEMENT PLAN

<b>Document Approval</b>			
<b>Document Development Officer:</b>		<b>Document Owner:</b> <i>(Member of EMT)</i>	
Manager Rangers & Emergency Services		Executive Director Planning & Development	
<b>Document Control</b>			
<b>File Number - Document Type:</b>	CM.STD.9 – Corporate Management – Strategy Register		
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1.0	Manager Rangers & Emergency Services	Endorsed and Adopted by Council on 25/11/2014, Resolution PD061.	25/11/2014



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## Definitions

<b>TERM</b>	<b>MEANING</b>
<b>AWARE Grant</b>	The AWARE program is a grant scheme designed to enhance WA's emergency management arrangements by building emergency management capacity. The AWARE program is administered by the SEMC Secretariat.
<b>EMERGENCY</b>	An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response. The term emergency is used on the understanding that it also includes and reference to the word disaster.
<b>EMERGENCY MANAGEMENT</b>	The management of the adverse effects of an emergency including: (a) Prevention – the mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency. (b) Preparedness – preparation for response to an emergency (c) Response – the combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery and (d) Recovery – the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.
<b>HAZARD MANAGEMENT AGENCY (HMA)</b>	A public authority or other person, prescribed by regulations because of that agency's functions under any written law or because of its specialized knowledge, expertise and resources, to be responsible for the emergency management or an aspect of emergency management of a hazard for a part or the whole of the State.
<b>LIFELINES</b>	The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services on which the well-being of the community depends.
<b>ABBREVIATION</b>	<b>MEANING</b>
AIIMS	Australasian Inter-Agency Emergency Management System
BFAC	Bush Fire Advisory Committee
BFAG	Bush Fire Advisory Group
CBFCO	Chief Bush Fire Control Officer
DCBFCO	Deputy Chief Bush Fire Control Officer
DCPFS	Department of Child Protection and Family Services
DFES	Department of Fire and Emergency Services of Western Australia
DPaW	Department of Parks and Wildlife
IMT	Incident Management Team (under AIIMS)
LEMC	Local Emergency Management Committee
LGGS	Local Government Grants Scheme
SEMC	State Emergency Management Committee
SEMP	State Emergency Management Policy

## Introduction

Bush fire activities within the City of Albany have previously been guided by the *City of Albany Strategic Bush Fire Plan (2001)* which was adopted in 2001 and expired in 2005. With increased awareness of the impact fire emergencies can have on the local community it is an opportune time for the City of Albany to review the way it currently manages all aspects of bush fire emergencies within the City of Albany.

The State Emergency Management Committee (SEMC) report, *Emergency Preparedness Report 2012*, identified a major fire in the southern part of the state and an extreme/severe cyclone in northern areas as being the two greatest risks faced in Western Australia.

The State Emergency Management Plan, *WESTPLAN – Fire*, identifies four key phases of bush fire risk management: prevention, preparedness, response and recovery. This Plan is structured to address the City of Albany's obligations in the first three areas of bush fire management. The City's obligations for recovery are documented in the *City of Albany Local Recovery Plan*.

In keeping with current and proven emergency management doctrine, and *SEMP 2.9 – Management of Risks*, the City of Albany will increase its focus on prevention and preparedness for fire emergencies while continuing to enhance performance in the response stage.

### 1.1 Objectives

This Bush Fire Strategic Plan aims to document the City of Albany's strategic plans in relation to prevention, preparedness and response to bush fire within the City of Albany and to affirm the City's commitment to the principles of *Westplan – Fire*.

### 1.2 Key Principles

The City of Albany commissioned a robust review into its relationship with volunteer and allied professional fire agencies and the local community in respect to fire management. The report titled *Independent Review into Improving Support to the Volunteer Bush Fire Brigades and overall Emergency Management*, authored by Chris Morrison, was presented to the City of Albany in September 2013.

The *Independent Review* recommended that the City adopt the following five key principles:

**Principle 1** – The City of Albany will create and support a culture of volunteer management and engagement.

**Principle 2** – The City of Albany recognises and supports its responsibilities for emergency management under the *Emergency Management Act 2005*.

**Principle 3** – The City of Albany supports WESTPLAN – Fire as the overarching strategy and approach to bush fire emergency management.

**Principle 4** – The City of Albany endorses the use of Australasian Inter-agency Incident Management Systems (AIIMS) as the sole approach to incident management.

**Principle 5** – The City of Albany recognises and supports emergency management training under DFES approved courses as standard but will add additional training to support community needs.

The Strategic Bush Fire Plan has been developed to encompass the above principles and also aims to address the implementation of the recommendations detailed in the Morrison *Independent Review*, especially with regards to safety. Therefore the following key principle has been added to this Plan:

**Principle 6** – The City of Albany recognises its obligations to the Bush Fire Brigades and volunteers and will ensure the highest level of safety is in place at all times on all fire ground.

### 1.3 Bush Fire – a Year-round Focus

Historically bush fire operations have focused on the response phase and have therefore been considered a 'summer' issue. The increased focus on prevention and preparedness in *WESTPLAN - Fire* promotes the benefit to be gained by a greater effort in bush fire risk mitigation and community preparedness.

The renewed focus does not detract from the importance of response activities: it highlights strategies to be implemented which have a significant and sustained benefit to the whole community.

- Prohibited Season – no burning permitted
- Restricted Season – permits to burn required
- Open Season – fires can be lit without a permit

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>SW Sector</b>												
<b>NE Sector</b>												
<b>Prevention</b>												
<b>Preparation</b>												
<b>Response</b>												
<b>Recovery</b>												

### 1.4 Risk Assessment

The City of Albany will conduct a Community Emergency Risk Assessment process, using risk management process ISO 31000 principles, to identify all hazards likely to impact on the City of Albany. The bush fire risk and treatment plans will be identified during this process and this Plan will be reviewed to address new or emerging bush fire risks.

A risk assessment project has been completed to identify City of Albany reserves where high fuel loading poses a fire risk. (Refer *Strategen Report*.) Risk management plans for the identified high-risk reserves will be developed and implemented.

## 1.5 Associated Documents

This Strategic Bush Fire Plan forms part of the City of Albany's emergency management arrangements (as required under the *Emergency Management Act 2005*) and should be read in conjunction with related documents:

- Local Emergency Management Arrangements (*under development*)
- Local Recovery Plan (*under development*)
- Local Welfare Plan
- Brigade Operating Procedures (*under development*)
- Risk Register and Treatment Plans (*to be developed following Community Emergency Risk Assessment project*)

The City of Albany emergency management arrangements and plans will be regularly tested and reviewed.

## 1.6 Legislative and Strategic Context

The City of Albany has legal obligations for bush fire risk mitigation and management. These responsibilities are outlined in the following documents:

- Australian Standard 3959 Construction of Buildings in Bushfire-Prone Areas (AS 3959)
- Building Act 2011
- Building Code of Australia
- Bush Fires Act 1954
- Bush Fires Regulations 1954
- City of Albany Local Planning Scheme No 1 2014
- Conservation and Land Management Act 1984
- Emergency Management Act 2005
- Emergency Management Regulations 2006
- Environmental Protection Act 1986
- Environmental Protection (Clearing of Native Vegetation) Regulations 2004
- Fire Brigades Act 1942
- Fire Brigades Regulations 1942
- Fire and Emergency Services Act 1998
- Occupational Safety and Health Act 1984
- Occupational Safety and Health Regulations 1996
- Planning and Development Act 2005
- State Emergency Management Plans
  - WESTPLAN – Fire
  - WESTPLAN – Recovery Coordination
- State Emergency Management Committee (SEMC)
  - 2.5 Emergency Management in Local Government Districts
  - 2.9 Management of Risk
  - 3.1 Emergency Management Exercises
- Western Australian Planning Commission (WAPC) Development Control Policy 3.7 Fire Planning and Planning for Bush Fire Protection (DC 3.7)
- Western Australian Planning Commission (WAPC) Planning for Bushfire Protection Guidelines edition 2 2010
- Western Australian Planning Commission (WAPC) State Planning Policy 2.5: Land Use Planning in Rural Areas (SPP 2.5)
- Western Australian Planning Commission (WAPC) State Planning Policy 3.4: Natural Hazards and Disasters (SPP 3.4)

## Focus Area 1 - Prevention of Bush Fire

The City Of Albany has legislated responsibilities for bush fire prevention under the *Bush Fire Act 1954*. The targeted application of prevention strategies is the most cost effective method of effecting bush fire risk mitigation in the local community. For this reason special focus needs to be made in this area.

The City also recognises that bush fire prevention is a shared responsibility and will work with stakeholders to promote cooperation to achieve common bush fire prevention objectives.

### 1.7 Community

Wide-ranging community participation in the Community Emergency Risk Assessment process will be encouraged to ensure a broad perspective of identified risks is achieved.

The City of Albany will develop a community fire prevention educational and awareness program for delivery to those people living in high fire risk areas. This strategy will utilise the expertise and experience of related and supporting agencies to reinforce key prevention messages. Any educational program developed will also consider the needs and requirements of visitors to the City of Albany.

Sections 28 and 33 of the *Bush Fire Act 1954* clearly identify property holders' statutory obligations to prepare for, prevent and manage fires on their land. The City of Albany will ensure that property holders are made aware of these responsibilities and will provide accurate and up to date information regarding fire-breaks and other fire mitigation measures.

The City of Albany, as the local government authority, has key responsibilities to ensure compliance with these requirements by rigorously undertaking fire-break inspections and, where necessary, imposing fines for non-compliance and taking action to enforce fire-break requirements.

### 1.8 Volunteer Bush Fire Brigades

The City of Albany Volunteer Bush Fire Brigades:

1. Will work with the City of Albany to educate their local community about strategies land owners can employ to help mitigate the risk of fire on their land.
2. Play a role in assisting to identify bush fire hazards in their area and assist in the development of fire management plans for the areas considered most at risk.
3. Will assist in delivering arson prevention strategies to reduce arson in the local area with a subsequent reduction in fire threat to the local community.

## 1.9 The City of Albany

The City of Albany is currently undertaking a review of the Albany Local Planning Strategy (ALPS) to clearly identify bush fire prone areas. On endorsement of the Strategy, the City will initiate a review of its local planning scheme (LPS1) and policies to ensure new buildings within the defined areas comply with applicable construction and development standards, and where practical, incentives and controls are introduced to increase protection of existing properties.

The City of Albany will:

1. Review its planning approval process to ensure this information and the City of Albany's position is well known to all land owners, developers and other agencies who have an interest in these areas.
2. Impose harvest and vehicle movement bans in accordance with Department of Fire and Emergency Services (DFES) guidelines across relevant sections of the City in order to reduce fire risks. The City will develop a process to ensure these bans are in place in a timely manner.

## Focus Area 2 - Preparedness for Bush Fire

### 1.10 Community

The City of Albany will develop community education **preparedness** programs with special focus on those people living in identified high fire risk areas. These programs will utilise the expertise and experience of key local brigade personnel and supporting agencies aimed at ensuring the local community is as prepared as possible. Any educational program developed will also consider the needs and requirements of visitors to the City of Albany.

### 1.11 Volunteer Bush Fire Brigades

City of Albany bush fire brigades will place increased emphasis on preparedness. Effective preparation of local brigades will minimise response time and reduce the risk of incidents escalating. This will be achieved through the development of pre-formed response plans and scaling-up processes aimed at improving response times and turn-outs.

Brigade preparations will be enhanced through targeted training programs to improve each brigade's capacity to respond to incidents with suitably skilled volunteers. A training audit will be conducted to determine the training requirements of each brigade.

The training programs will aim to ensure sufficient numbers of suitably trained and experienced fire fighters at every tier of every bush fire brigade including Incident Controller, Fire Control Officer, Deputy Fire Control Officer, Sector Commander, Crew Leader and Ground Controller.

The Brigade will use lessons learnt from post incident reviews as the basis for pre and post season briefings. The briefings will aim to create a culture of continuous improvement in overall operations.

As part of a pre-season preparation process, City of Albany Bush Fire Brigades will participate in scenario-based training exercises. These exercises aim to provide opportunities for individual brigades, brigade cells and/or the whole of the City of Albany to regularly test their response procedures to ensure skills are enhanced and best practice processes embedded in operations.

The exercises may include the following:

- Prescribed burning of City of Albany reserves
- LEMC exercises (desk top or field exercises)
- Joint agency exercises (for example DPaW prescribed burns)
- Exercises developed by the Emergency Management Training Officer

### **1.12 City of Albany**

The City of Albany will:

1. Actively engage with other fire agencies, including DPaW and DFES to develop opportunities for inter-agency scenario based training.
2. Develop a series of exercises to test preparedness for upcoming fire seasons.
3. In conjunction with brigades, conduct a training audit to determine brigade member training needs.
4. Develop and maintain a volunteer bush fire brigade members training data base.
5. Conduct pre-season testing of operation centres and facilities to ensure a high state of readiness.
6. Conduct a rigorous review of existing practices to ensure adequate and proper response procedures are in place. The review should include, but is not limited to; incident control, incident management teams (including pre-formed incident management teams based on fire danger rating) and call out procedures.
7. Conduct a review of public information and warning procedures (an area identified in *the Royal Commission into Black Saturday Bush Fires* as being of primary importance).
8. Review existing bulk rubbish collection arrangements to assist the community to be better prepared for each fire season.

## **Focus Area 3 - Response to Bush Fire**

The City of Albany is responsible for developing and implementing rapid, effective and complementary fire response arrangements for all land located outside of the gazetted fire district.

### **1.13 Community**

The City of Albany recognises the doctrine of shared responsibility regarding bush fires and that it is the community members' responsibility to prepare their home and families for bush fire and for individual families to prepare their bush fire survival plan.

The City will develop a community fire liaison/education program for delivery to the community, in particular those people living in high fire risk areas. This program will utilise the expertise and experience of related and supporting agencies to reinforce the key response message 'Prepare. Act. Survive'. A key component of this program will focus on educating the community about the importance of having a pre-determined action plan in place and the impact of actively defending their properties.



### **1.14 Volunteer Bush Fire Brigades**

Brigade response to bush fires will be carried out in accordance with the City of Albany's Brigade Operating Procedures (BOPs). The BOPs will be reviewed regularly to ensure they comply with industry 'best practice' and DFES operational doctrine.

Fire responses are based on the priorities of life, property, critical infrastructure and the environment. The fundamental priority remains the safety of personnel tasked with responding to an incident. Responses to fire at the local level will be overseen by the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Senior Fire Control Officers and managed using AIIMS. In line with WESTPLAN – Fire an Incident Controller (IC) will be in place and clearly identified for each fire.

Brigades will implement a post incident review process after each incident attended with the aim of enhancing operations to maximise the benefit to the community. Information gained during this review process will be used as a basis for ongoing discussions and continuous process improvement across the brigade network.

### **1.15 City of Albany**

The City of Albany's response to bush fires will be carried out in accordance with the City of Albany's Brigade Operating Procedures (BOPs) and City of Albany Policies. This includes the City's responsibilities as a member of an IMT under AIIMS.

The City of Albany will implement further post incident review process for all significant incidents. The reviews will be appropriate to the size of the incident and aims to provide for an incremental growth process for all Incident Controllers and others involved in the incident. The focus of these reviews will be educative and informing and aims to build response capacity into all brigades.

## **Resourcing the Strategic Bush Fire Plan**

### **1.16 Financial**

The City of Albany is committed to providing sufficient resources to meet the objectives and requirements of this Strategic Plan. Achieving the stated objectives will ensure there is a maximum level of fire prevention, preparedness and response for the Albany community. At the same time, bush fire volunteers are to be provided with a safe work environment where risks are reduced and/or effectively managed.

In addition to the City of Albany resources, continued effort will be made to secure sufficient and appropriate funding under the Local Government Grants Scheme (LGGS). The City will work closely with the brigades to ensure equitable distribution of LGGS funding based on need and an open and transparent system of reporting.

The DFES Resource to Risk assessment will be reviewed annually to ensure appliance numbers and types meet the identified and projected needs of the community.

The City of Albany will also explore funding opportunities through grants, such as the AWARE program which offers funding for prevention, preparedness and recovery activities.

### **1.17 Fire Stations**

The City of Albany will undertake a review of Brigade facilities (sheds and headquarters) to ensure they are sufficient to meet the needs of the local brigade and community and seek funding for required upgrades through the DFES Resource to Risk program.

### 1.18 Personnel Support

The City of Albany has recently undertaken a review of existing staff roles and numbers to ensure all aspects of emergency management, including bush fire, is effectively managed and brigades are adequately supported. (Refer to the *Morrison Review*).

Declining brigade membership is a threat to bush fire management. The City of Albany will undertake targeted recruitment campaigns to help boost brigade membership aimed at reversing the general trend towards ageing membership in many local brigades.

Bush Fire Brigades also have a key role to play in this area by actively supporting recruitment activities at the local level and establishing inclusivity processes to increase the number of new recruits and retain membership.

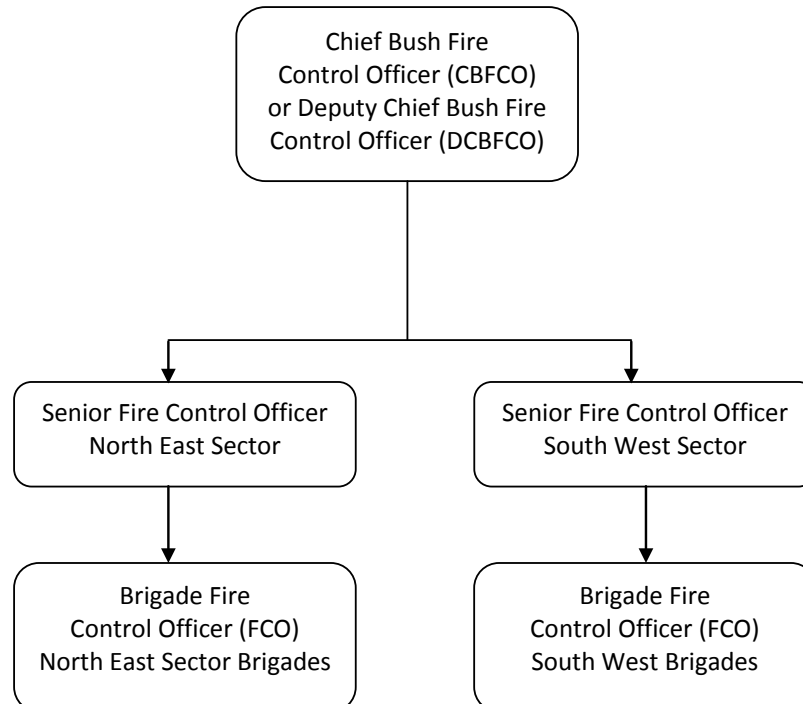
## Governance of Volunteer Bush Fire Brigades

### 1.19 Volunteer Bush Fire Brigades

The City of Albany will work with Bush Fire brigades to develop a set of administrative guidelines which suit the needs of the brigades and are consistent with best practice for similar organisations across WA.

### 1.20 Brigade Structure

The City of Albany will take every reasonable step to recruit, select, appoint and induct properly qualified and experienced people into the key leadership roles required under the *Bush Fire Act (1954)*. These roles, at both brigade and City level, are critical to providing effective leadership to the brigades and will enable the City and its volunteer brigades to deliver an effective bush fire mitigation and response service.



## 1.21 Roles and Responsibilities

### 1.21.1 Chief Bush Fire Control Officer (CBFCO) / Deputy Chief Bush Fire Control Officer (DCBFCO)

The City of Albany has reviewed the position description for the role of Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer to ensure there is clear understanding of the roles and responsibilities of these key roles and a suitable selection/appointment process implemented.

*See Appendix 1 for CBFCO Position Description*

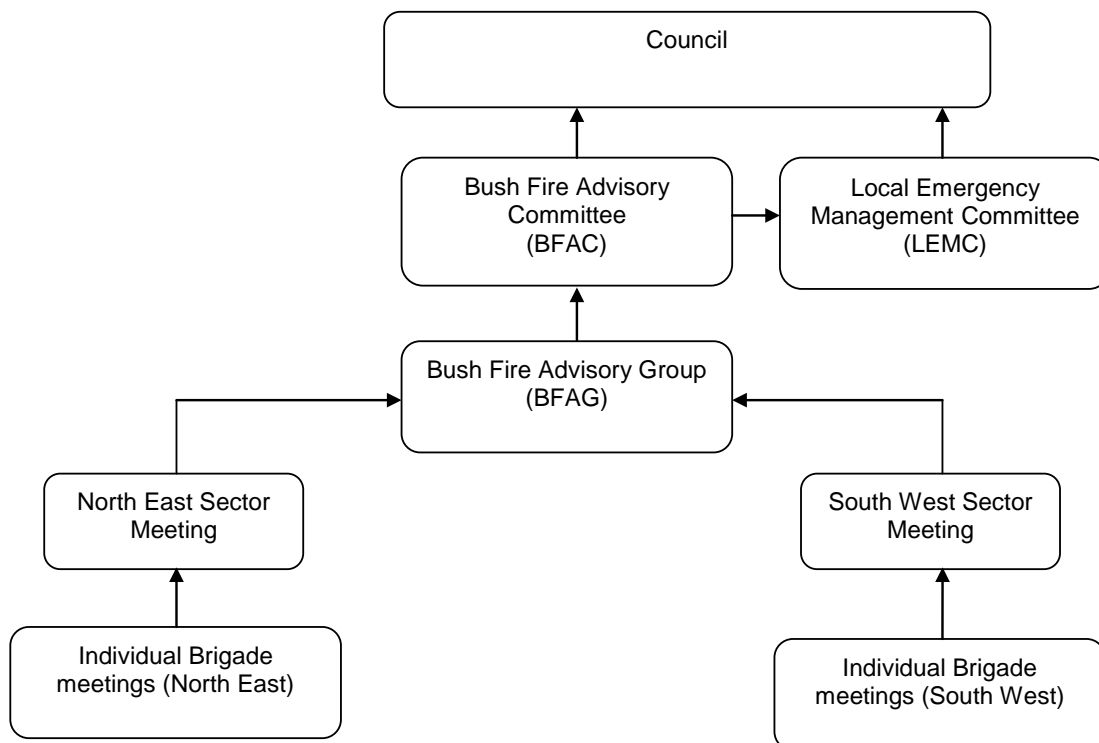
*See Appendix 2 for DCBFCO Position Description*

### 1.21.2 Senior Fire Control Officer (SFCO)

The City of Albany has reviewed the position description for the role of Senior Fire Control Officer to ensure there is clear understanding of the roles and responsibilities of this key role and a suitable selection/appointment process implemented.

*See Appendix 3 for SFCO Position Description*

## 1.22 Brigade Governance Structure



### **1.22.1 Bush Fire Advisory Group (BFAG)**

The City of Albany has reviewed and developed revised Terms of Reference for the Bush Fire Advisory Group to guide its operations. The Terms of Reference will be made available to key personnel in each brigade and within the City of Albany.

*See Appendix 4 for BFAG Terms of Reference*

### **1.22.2 Bush Fire Advisory Committee (BFAC)**

The City of Albany has reviewed the membership and role of the Bushfire Advisory Committee, and developed revised Terms of Reference for the Committee. The Terms of Reference will be available to key personnel in each brigade and within the City of Albany.

*See Appendix 5 for BFAC Terms of Reference*

## **1.23 Interagency Relationships**

The City of Albany is committed to working closely with our allied professionals; Department of Fire and Emergency Services (DFES), Department of Parks and Wildlife (DPaW), Fire and Rescue Service (FRS), and neighbouring local governments.

These relationships will be enhanced through ongoing dialogue, sharing of information, membership on key groups or committees, joint exercises and if necessary, expertise and/or appliances.

The City of Albany has entered formal discussions with allied agencies with a view to developing Memoranda of Understanding.

## **Appendices**

## **Appendix 1 - CBFCO Position Description**

### **CHIEF BUSH FIRE CONTROL OFFICER (CBFCO)**

#### **Position Description**

##### **Position Objective:**

The CBFCO oversees the safe and effective operations of the Brigades with regards to the prevention, preparedness, response and recovery phases of bush fire.

The role of the Chief Bush Fire Control Officer is that of a leader, decision maker and manager of the City of Albany Volunteer Bush Fire Brigade: it is not that of a hands-on fire fighter.

##### **Key Responsibilities:**

**The key responsibilities of the Chief Bush Fire Control Officer include:**

1. Providing decisive leadership to the City of Albany Volunteer Bush Fire Brigades ('Brigades').
2. Ensuring the commitment to safety of personnel and the community is a priority at all incidents.
3. Taking steps to monitor and facilitate the training of Brigade members with the aim of ensuring that they are appropriately trained to safely and effectively undertake assigned tasks.
4. Fostering a Brigade culture in which ongoing training is valued and accepted as an integral aspect of being a Brigade member.
5. Identifying future Brigade leaders and mentoring their development.
6. Assisting Brigades to operate within the parameters defined through legislation, state emergency plans and the City of Albany's plans, strategies, policies and procedures.
7. Assisting the City of Albany to implement its local emergency arrangements and plans (pertaining to bush fire) throughout the district and advocating a strategic approach for the prevention, preparedness, response and recovery of bush fire incidents.
8. Providing input into the development of Brigade Operating Procedures and promoting the use of these Procedures by the Brigades.
9. Encouraging Brigades to be involved with the annual planning and budgeting process for Local Government Grants Scheme (LGGS) applications to ensure Brigades are adequately resourced.
10. Encouraging Brigades to provide annual acquittals for funds provided through the LGGS.
11. Establishing and maintaining effective internal communication and liaison across the City of Albany Brigades.
12. Fostering liaison between Brigade members, the City of Albany and the community and related emergency agencies and stake holders.
13. Representing the Brigades through committee membership including: LEMC, BFAC and DOAC.
14. Promoting Brigade involvement in developing community awareness of fire prevention and preparedness at a local brigade level.
15. Promoting the values of volunteer fire brigades to the community and within the brigades.

**Appendix 1 (continued)****During Bush Fire Incidents**

It is recognized that the Incident Controller (IC) is responsible for the overall management and control of an incident. During bush fire incidents, the CBFCO has responsibilities to assist, guide and mentor the brigade members filling the role of IC. This does not mean the CBFCO assumes the role of IC, unless the nature of the incident necessitates the appointment of a better qualified IC.

Responsibilities include:

1. Providing leadership and direction to the Brigade members during bush fires including delegating tasks to DCBFCO, FCOs or Brigade members.
2. Facilitating the prompt response to bush fire incidents by Brigades by effectively managing Brigade resources.
3. Promoting AIIMS as the incident management system that will be used for the management of every incident attended by the Brigades.
4. Ensuring an Incident Controller is appointed and identified for all incidents.
5. Assisting the Incident Controller by providing advice on strategy, plans and tactics to combat the fire and reduce the escalation of incidents.
6. Where necessary assuming the role of Incident Controller.
7. Attending the operations centre, as and when appropriate, during incidents.
8. Identifying and continually monitoring and resource requirements at an incident, including the provision of food, medical aid and counseling services to ensure these needs are being met.
9. Ensuring meteorological and intelligence reports are provided as required.
10. Liaising with allied agencies.
11. Ensuring incident debriefing, as appropriate to the size of the incident, takes place in a timely manner.
12. Follow up with the Brigade FCO to encourage the completion of a Fire Incident Report and initiation of Fire Incident Investigation procedures if required.

**Criteria of Chief Bush Fire Control Officer –****Skills and Attributes:**

- Demonstrated leadership skills
- Effective management skills
- Effective interpersonal skills
- Proactive attitude to relationship building
- Good written and verbal communication skills
- Experience in managing operations
- Ability to perform under stressful conditions

**Knowledge and Experience:**

- Current or recent previous experience as Fire Control Officer
- Working knowledge of the Bush Fire Act 1954
- Extensive knowledge of WESTPLAN - Fire 2013
- Experience in managing a volunteer organization or similar
- Have successfully completed training and gained qualifications in the following (or be willing to complete same prior to next bush fire season):
  - AIIMS 3
  - Level 1 Incident Controller
  - Chief Bush Fire Control Officer

## **Appendix 2 - DCBFCO Position Description**

### **DEPUTY CHIEF BUSH FIRE CONTROL OFFICER (DCBFCO) Position Description**

#### **Position Objective:**

The DCBFCO is assists the Chief Bush Fire Control Officer (CBFCO) to oversee the safe and effective operations of the Brigades with regards to the prevention, preparedness, response and recovery phases of bush fire.

#### **Key Responsibilities:**

##### **The key responsibilities of the DCBFCO include:**

1. Provide support to the CBFCO and to assume the position of CBFCO in his or her absence
2. Under the direction of the CBFCO, provide leadership to the City of Albany Volunteer Bush Fire Brigades ('Brigades').
3. Ensuring the commitment to safety of personnel and the community is a priority at all incidents.
4. Assisting the CBFCO in taking steps to monitor and facilitate the training of Brigade members with the aim of ensuring that they are appropriately trained to safely and effectively undertake assigned tasks.
5. Assisting to foster a Brigade culture in which ongoing training is valued and accepted as an integral aspect of being a Brigade member.
6. Identifying future Brigade leaders and mentoring their development.
7. Assisting the CBFCO to ensure Brigades operate within the parameters defined through legislation, state emergency plans and the City of Albany's plans, strategies, policies and procedures.
8. In consultation with the CBFCO, provide input into the development of Brigade Operating Procedures and promoting the use of these Procedures by the Brigades.
9. Assisting in establishing and maintaining effective internal communication and liaison across the City of Albany Brigades.
10. Promoting Brigade involvement in developing community awareness of fire prevention and preparedness at a local brigade level.
11. Promoting the values of volunteer fire brigades to the community and within the brigades.

#### **During Bush Fire Incidents**

It is recognized that the Incident Controller (IC) is responsible for the overall management and control of an incident. During bush fire incidents, the DCBFCO has responsibilities to assist, guide and mentor the brigade members filling the role of IC. This does not mean the DCBFCO assumes the role of IC, unless the nature of the incident necessitates the appointment of a better qualified IC.



**Responsibilities include:**

1. Promoting AIIMS as the incident management system that will be used for the management of every incident attended by the Brigades.
2. In consultation with the CBFCO, assist the Incident Controller by providing advice on strategy, plans and tactics to combat the fire and reduce the escalation of incidents.
3. Where necessary assuming the role of Incident Controller.
4. Attending the operations centre, as and when appropriate, during incidents.
5. Assisting to identify and monitor resource requirements at an incident, including the provision of food, medical aid and counselling services.
6. Ensuring meteorological and intelligence reports are provided as required.
7. Liaising with allied agencies.
8. Assisting with incident debriefing, as appropriate to the size of the incident, takes place in a timely manner.

**Criteria of Deputy Chief Bush Fire Control Officer –**

**Skills and Attributes:**

- Effective management skills
- Effective interpersonal skills
- Good written and verbal communication skills
- Experience in managing operations
- Ability to perform under stressful conditions

**Knowledge and Experience:**

- Current or recent previous experience as Fire Control Officer
- Knowledge of the Bush Fire Act 1954
- Knowledge of Westplan Fire 2013
- Experience in managing a volunteer organization or similar
- Have successfully completed training and gained qualifications in the following (or be willing to complete same prior to next bush fire season):
  - AIIMS 3
  - Level 1 Incident Controller
  - Fire Control Officer course

**Appendix 3 - SFCO Position Description**

## **SENIOR FIRE CONTROL OFFICER (SFCO)**

### **Position Description**

**Position Objective:**

The Senior Fire Control Officer assists with the safe and effective operations of the Brigades with regards to the prevention, preparedness and response phases of bush fire. A SFCO is appointed for each Brigade Sector.

**Key Responsibilities:**

In conjunction with the CBFCO and DCBFCO the SFCO will;

- Working within the Sector's call-out procedures, facilitate the prompt response to bush fire incidents by Brigades by the effective dispatch of Brigade resources.
- Liaise with Comcen regarding incident names and numbers.
- Coordinate and manage the resources of the sector in response to fire incidents within the sector.
- Encourage Brigades to provide arrival messages and PAFTACS report (as per BOP requirements) and ensure an Incident Controller (IC) is identified for each incident.
- Promote AIIMS as the incident management system that will be used for the management of every incident attended by the Brigades.
- Assist the IC by providing advice on strategy, plans and tactics to combat the fire and reduce the escalation of incidents.
- Assist the IC to identify and monitor resource requirements at an incident.
- Assist the IC to ensure meteorological and intelligence reports are provided as required.
- Provide leadership and assistance to FCOs and brigades within the sector area with respect to fire prevention, preparation for fire and response to fire incidents in the sector.
- Assist with the preparedness of sector resources under the direction of the CBFCO.
- Assist with the establishment and maintenance of effective communications with and between the CBFCO, DCBFCO and brigade personnel.

**Appendix 4 - BFAG Terms of Reference**

**TERMS OF REFERENCE**

**BUSH FIRE ADVISORY GROUP  
(CITY OF ALBANY OPERATIONAL WORKING GROUP)**

**File reference:**

**Type:** City of Albany Operational Working Group

**Appointment reference:** Not applicable.

The Bush Fire Advisory Group (BFAG) operates as a subordinate operational working group to the Bush Fire Advisory Committee (BFAC).

The Group does not have any delegated authority from Council.

**BFAG Functions:**

The City of Albany covers an area of over 4,800km<sup>2</sup> and its Volunteer Bush Fire Brigades comprises 16 brigades. The BFAG is a brigade-wide forum that brings together all brigades on common ground for the discussion of operational issues.

The BFAG functions are as follows:

- Facilitates and fosters open communication and cooperation across City of Albany Volunteer Bush Fire Brigades.
- Provides a forum at which brigade-wide issues can be discussed and resolved.
- Formally reports to the BFAC on operational matters referred to BFAG.
- Communicates directives from Council to the brigades.
- Provide advice and input to the City of Albany on operational matters relating to bush fire prevention and mitigation, preparedness and response.
- Provides a forum for the City of Albany to present and disseminate information to brigades.
- Provides a forum for other agencies to provide reports on bush fire related issues.
- Reviews and provides advice on the City of Albany's local emergency management arrangements and plans pertaining to bush fire.
- Reviews and provides advice on the City of Albany's policies and procedures regarding bush fire prevention and mitigation, preparedness and response.
- Provides the nominations for CBFCO and DCBFCO that will be presented to BFAC who will seek Council endorsement
- Ratifies the nomination of FCOs elected by brigades.
- Supports and guides all brigades within the City of Albany and assisting brigades to fulfill their objectives.

**Appendix 4 (continued)**

**Membership:**

- Chair – elected from the group
- Chief Bush Fire Control Officer
- Deputy Bush Fire Control Officer
- Senior Fire Control Officer (North East Sector)
- Senior Fire Control Officer (South West Sector)
- Bush Fire Control Officers
- City of Albany Manager Rangers & Emergency Management
- City Emergency Management Administrator (admin support)

Other brigade members are welcome to attend BFAG meetings, with each brigade allocated two votes.

**Visitors:**

Visitors may be invited to present at meetings.

**Meeting Schedule:**

At least two BFAG meetings are to be held annually, with one pre-season and one post-season meeting. Meetings will be held on a week night, commencing at 7.30pm.

Special BFAG meetings may be called if and when required.

**Meeting Location:**

Meetings are to be held at the City of Albany's North Road offices,

**Reporting Guidelines:**

Reports should be provided in writing and verbal presentations should be kept to duration of no longer than 10 minutes (plus question time).

**Responsible Team:** Planning and Development.

The City Emergency Management Team supplies support services such as organizing meetings, preparing agendas, taking minutes and actions and preparing any papers to be presented to BAFC as requested by the Chair.

**Appendix 4 (continued)**

**Agenda:**

- The CBFCO, DCBFCO and the City of Albany can place items for discussion on the agenda.
- Agenda items should be discussed at sector level prior to the BFAG meeting and FCOs should represent their agreed brigade's view.
- Motions and discussions from sector meetings can be placed on the agenda through the brigade FCO or the sector DCBFCO.
- External agencies (e.g. DFES and DPaW) can request items to be placed on the agenda through the City of Albany.
- BFAG agenda items are to be received by the City of Albany one month prior to the meeting date.
- The City of Albany is to distribute the agenda to brigades at least two weeks prior to the meeting date.
- Urgent operational items can be raised at anytime outside BFAG.

**Recording of minutes:**

- Minutes and updates are created by City Emergency Management Team.
- Minutes are to be circulated to CBFCO and the Chair of BFAG for ratification within two weeks of the meeting.
- The minutes will be circulated to DBCFO, BFCOs, City Emergency Management Team and ED within two weeks of receiving ratification.
- Actions should be clear with date and owner.
- The Emergency Management Administration officer is responsible for ensuring that the minutes of meetings and associated information is filed on the City of Albany's records management system.

**Conflict of interest:**

Members are to declare if they have an interest in any matter for consideration by the BFAG.

## Appendix 5 - BFAC Terms of Reference

### TERMS OF REFERENCE

#### BUSH FIRE ADVISORY COMMITTEE

**File reference:**

**Type:** Standing Committee of Council

#### **Legislative Authority:**

Under the *Bush Fires Act 1954 (S 67)*, local governments may appoint such persons as it sees fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to:

- the preventing, controlling and extinguishing of bush fires;
- the planning and layout of fire breaks;
- prosecutions for breaches of the Bush Fire Act;
- the formation of bush fire brigades;
- the grouping thereof under brigade officers;
- the ensuring of cooperation and coordination of bush fire brigades in their efforts and activities; and
- any other matter relating to bush fire control.

Local government makes the rules for guidance of the committee.

The committee is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

#### **BFAC Functions:**

- To consider reports regarding operational matters received from Bush Fire Advisory Group (BFAG) and provide recommendations to Council as appropriate.
- To consider nominations for the position of Chief Bush Fire Control Officer and Deputy Chief Fire Control Officer and make recommendations as appropriate to the City of Albany's Chief Executive Officer (or delegate).
- Advise and assist the City of Albany in ensuring that local risk management plans pertaining to bush fire are established and maintained.
- Liaise with the Bush Fire Advisory Group, other emergency management agencies and other supporting agencies in the testing of local bush fire risk management plans.
- Support the City of Albany to ensure appropriate and timely training programs are developed and delivered to brigade members, including on-going scenario-based training.
- Advise the City of Albany on operational and administrative matters relating bush fire prevention, preparedness, response and recovery, as per relevant legislation and policies.
- Advise and assist the City of Albany in the development of bush fire community engagement and education programs.
- Facilitate and foster open communication and cooperation with other fire and emergency agencies and neighboring local governments.

**Appendix 5 (continued)**

**Membership**

- Two or three elected members (Chairperson)
- Chief Bush Fire Control Officer
- Chair of Bush Fire Advisory Group (BFAG)
- Department of Fire and Emergency Services (DFES) Representative
- Department of Parks and Wildlife (DPaW) Representative
- City of Albany Manager Rangers & Emergency Management (executive support – non- voting)
- City Emergency Management Administrator (administrative support – non-voting)

**Guests of Committee**

By invitation (non-voting) – e.g. CBFCOs of neighbouring local governments.

**Meeting Schedule**

Four meetings per year (pre and post fire season). Meetings to be scheduled to be held within four weeks of a BFAG meeting. Additional meetings may be scheduled as required.

**Meeting Location**

City of Albany Council Chambers.

**Executive Officer**

Executive Director Planning and Development Services

**Delegated Authority**

None

**Reporting Guidelines**

The committee is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

