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# INFORMATION BULLETIN

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## ORDINARY COUNCIL MEETING

Tuesday 16<sup>th</sup> March 2010

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**Bulletin No**  
**3.4.2**

**Agenda Item No**

**Attachment**

**Common Seals**

**NCSR1011091 AMD283**

COPY OF COMMON SEAL

ITEM: AMENDMENT 283-LOTS 23-25 LANCASTER ROAD AND LOTS 26-33 ALFRED ROAD MCKAIL

PARTIES: COA

REF: OCM 19/01/2010-ITEM 13.2.2 SIGNED BY MAYOR AND CEO, 3 COPIES

**NCSR1011099 786-09**

COPY OF COMMON SEAL

ITEM: WAPC APPROVAL 786-09-SECTION 70A NOTIFICATION RE: STORMWATER

PARTIES: COA, PETER KEMP AND LISA SMITH

**NCSR1011143 CO9022**

COPY OF COMMON SEAL

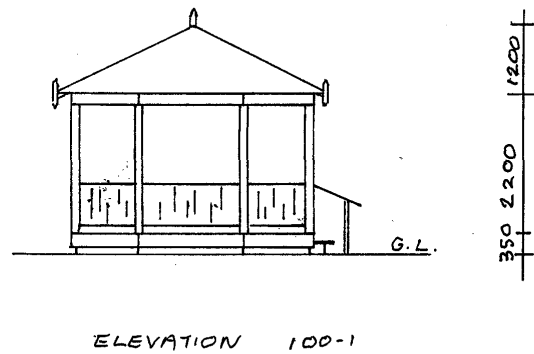
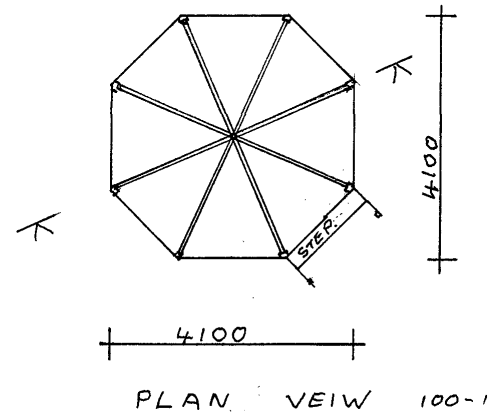
ITEM: CONTRACT C09022-PROVISION OF ELECTRICAL SERVICES

PARTIES: COA AND J&S CASTLEHOW

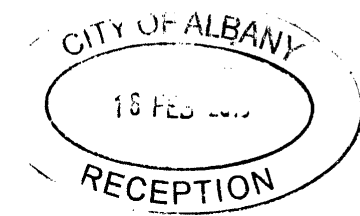
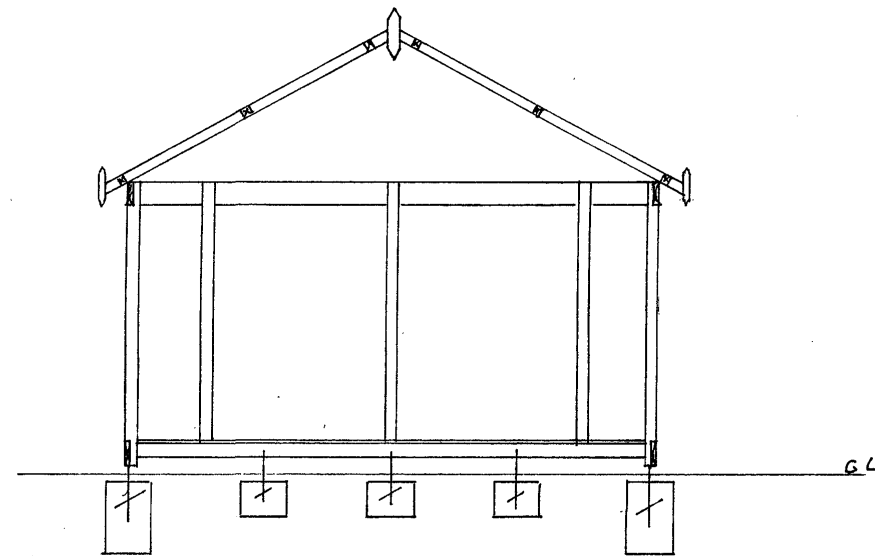
REF: OCM 16/02/2010-ITEM 15.2.2-SIGNED BY MAYOR AND CEO, 2 COPIES



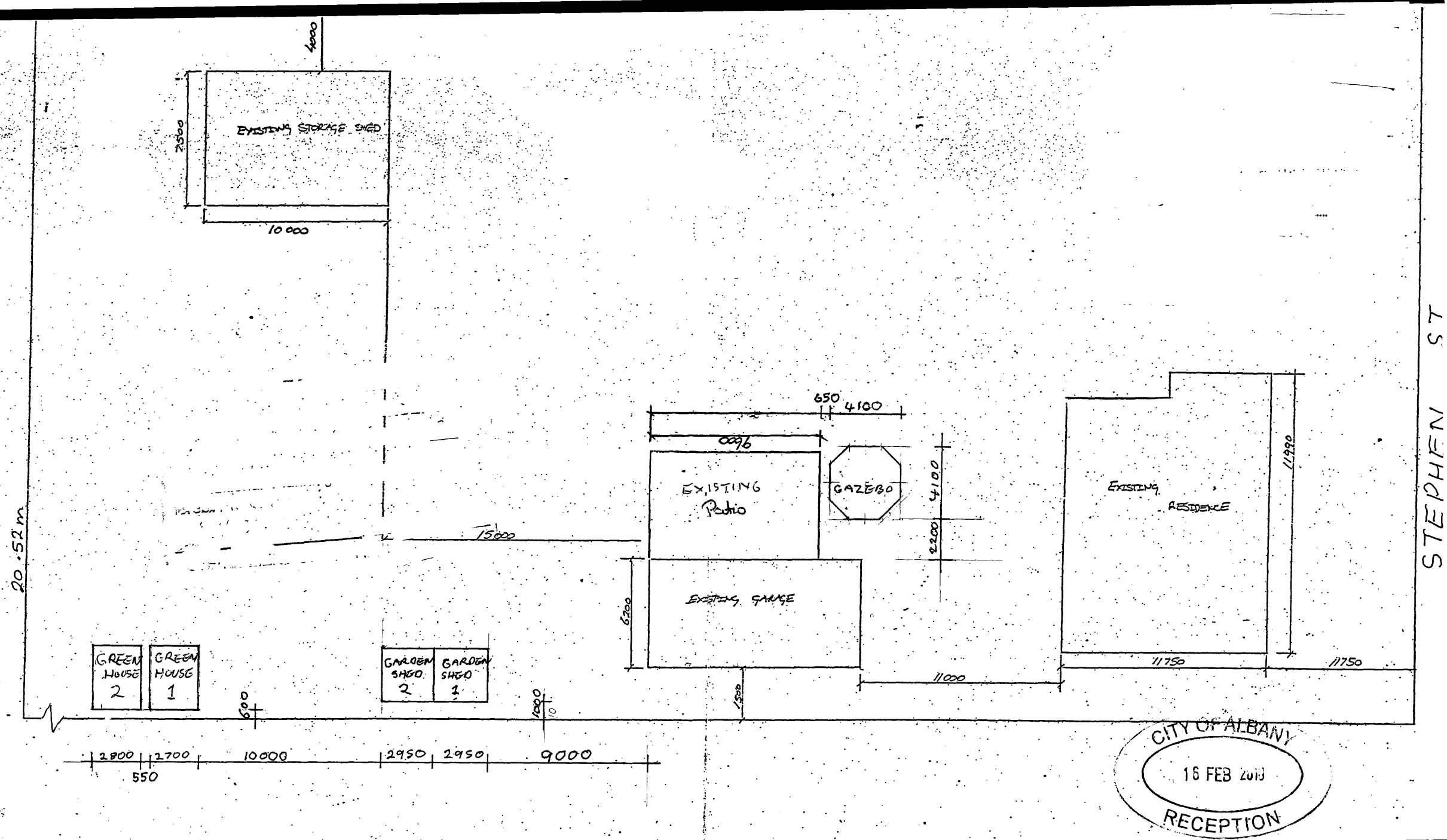
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	Jayde Sleep - Apprentice Mechanic	
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	Danielle Orr - Library Officer	
	Fred Wallefeld - Principal Engineer Design and Compliance	



POST FOOTINGS 400X400 X 600  
 STUMP FOOTINGS 400X400 X 300  
 PITCHING + FLOOR BEAM 190X35 CCA  
 RAFTERS 90X45 CCA  
 ROOF BATTONS 70X35 CCA  
 BOLTS FOR BEAMS 10 Ø

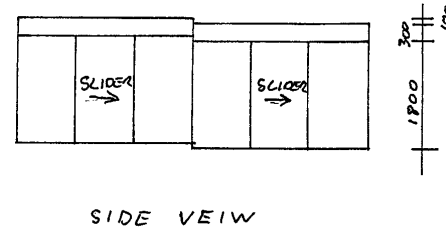
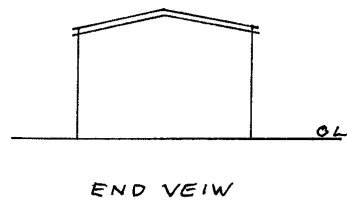
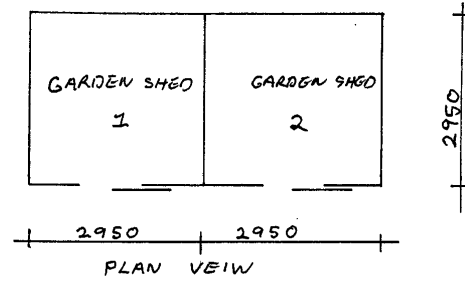


PROPOSED GARDEN SHEDS + GAZEBO + GREENHOUSES		
DH + JL SHANN 3 STEPHEN ST MILPARA ALBANY		
SCALE 100-1 / 50-1	DATE 13-2-10	DRWNº 2/3

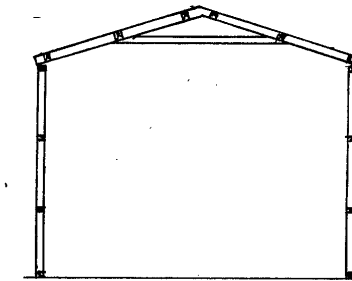


CITY OF ALBANY  
 16 FEB 2013  
 RECEPTION

PROPOSED GARDEN SHEDS + GAZEBO + GREEN HOUSES.			
TITLE: DH & SL SHANNY 3 STEPHEN ST MILPARA ALBANY PROPOSED PATIO			
Drawn:	Scale: N.T.S 200:1	Date: 13-2-10	DRWNo: 1/3

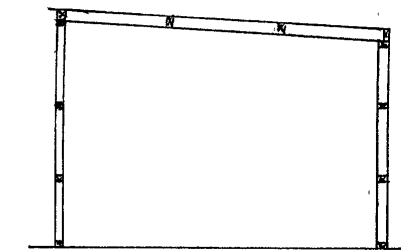
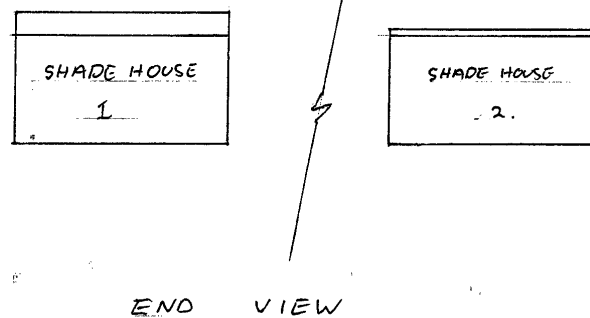
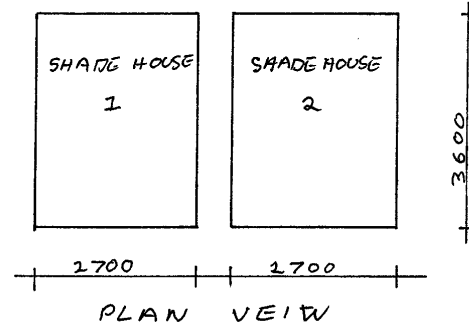


TYPICAL GARDEN SHED CONSTRUCTION  
ZINKALUME WALLS + ROOF.  
LI SECTION TOP + BOTTOM OF WALLS,  
SCREW FIXINGS

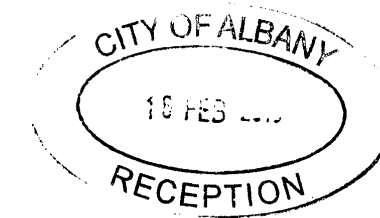
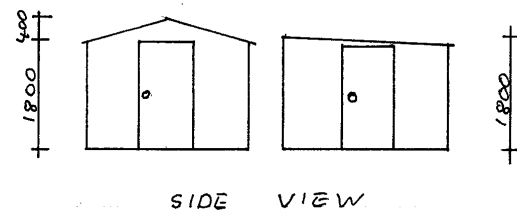


SECTION GREEN HOUSE 1  
70x35 CCA WALL FRAME  
70x35 CCA RAFTERS  
70x35 CCA ROOF + WALL BATTONS.  
POLYCARBONATE WALL + ROOF CLADDING

GARDEN SHEDS 1 + 2



SECTION GREEN HOUSE 2  
70x35 CCA WALL FRAME  
70x35 CCA RAFTERS  
70x35 CCA ROOF + WALL BATTONS  
POLYCARBONATE WALL + ROOF CLADDING.



PROPOSED GARDEN SHEDS + GAZEBO + GREENHOUSES		
DH + JL SHANN 3 STEPHEN ST MILPARA ALBANY		
SCALE 100-1 / 50-1	DATE 13-2-10	DRAWING 3/2

DAVID & JEAN SHANN.  
3, Stephen Street  
Mipara  
Albany 6330.

0898413571

19-10-09.

To whom it may concern,

From June 09 our lives have been turned up side down, from a phone call from Mr David Maher, saying we have over built on our property, we have since had many phone call's plus two meetings on our property, still with no satisfaction either with David Maher or our selfs.

My husband is in the building trade and no way would we build or close any thing in, if it was not right

That is why I'm asking you please look closely at our application,

We have both got good clean records, always been private people, never bother any one, just work hard and look after our property,

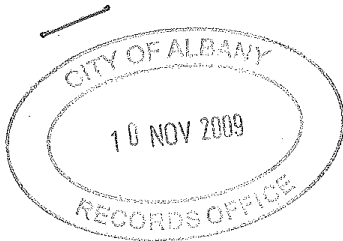
My husband now is 68 still working but does not need this hassel now he is on treatment for depression which he has never ever had before, doctor letter enclosed,

I just want this matter clear'd up as soon as possible so we can get our lives on track again please,

Yours Truly

J. L. Shann.

D. H. Shan



City of Albany Records  
Doc No: ICR8092347  
File: A21254  
Date: 10 NOV 2009  
Officer: PLAN17  
Attach:

Dear Mr Mayor and Councillor's  
Of City of Albany.

We the under signed would like to explain why we enclosed the sides of our Patio of our Shed, We did have a 6' high fence along side, and to keep the weather out we use to fix tarp's around, one day while having a barbie we decided to remove the fence and put full sheets down from top to bottom in the same colour as the Patio, but then we realised we would have to line the walls for any noise factor, so we did, mainly so we would not be disturbing our neighbours, Not noing we where breaking council planning rules in doing this,

Our Two small sheds were on the property when we bought it in 1995, we moved one to come inline with the other one makes it look a lot neater, and giving us a drive way,

The Two Green House's we put up as we do like to grow our own fresh Veggies and herbs, plus we get great pleasure in giving it away to Charity's here in town also to the Old People Home's, we believe in sharing the fruits of our labour, The green House's are not permanent fixtures also once again not noing we were breaking council planning rule's,

Our Gazebo has been built since 1999, and is in our inside property, once again not noing we needed a permit to build as it is a free standing building,

We do have a water way on our property, which we where told we are responsible for, as long as we did not back flood our neighbour's, we clean'd it out, coffee-ock both sides and land scap it all to our expence, as for us doing this all our neighbour's water flow down and run's into your drain across the road in Adelaide street, so we have a well drain block, plus helping our neighbour's, which do not seem to care, for we do take pride in our property,

Please we would like this problem to come before council, so we can finally get on with our lives for it has gone on long enough, as it is starting to affect our health, worrying over it all, so we would therefore like it to come to council,

If there are more costs to pay, we will pay them even if we have to pay extra rates for the extra buildings on our properties which truly did not realise we had to apply for permits to build,

Yours Truly.

SEAN LILIAN SHAW.

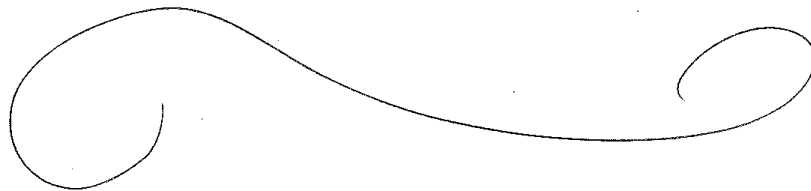
f.h. Shann.

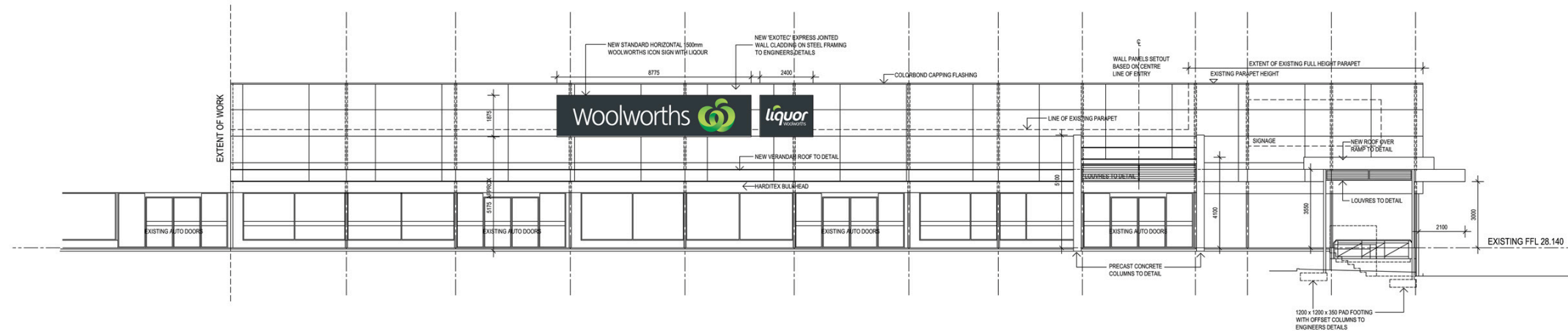
DAVID HENRY SHAW

D.H. Shaw

P.S.

To Mr Mayor and Councillors you are all more than welcome to come on our properties and inspect for your selves.





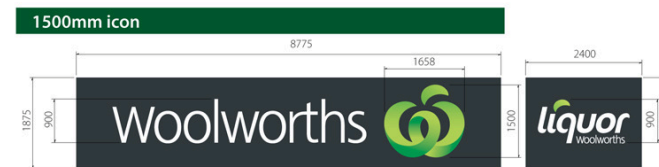
PROPOSED UPGRADE TO CARPARK ELEVATION (BY OTHERS) SHOWING PROPOSED SIGNAGE UPGRADE



EXISTING SIGNAGE

**3D Fascia Sign, Horizontal Format**

LED illuminated sign, individual letters and symbol sit on approx 50mm deep mount to house LED componentry. Mount clad in ACM colour 'Anthrazit'. Flat cut finish. Returns to match colour of mount, return size to be advised.

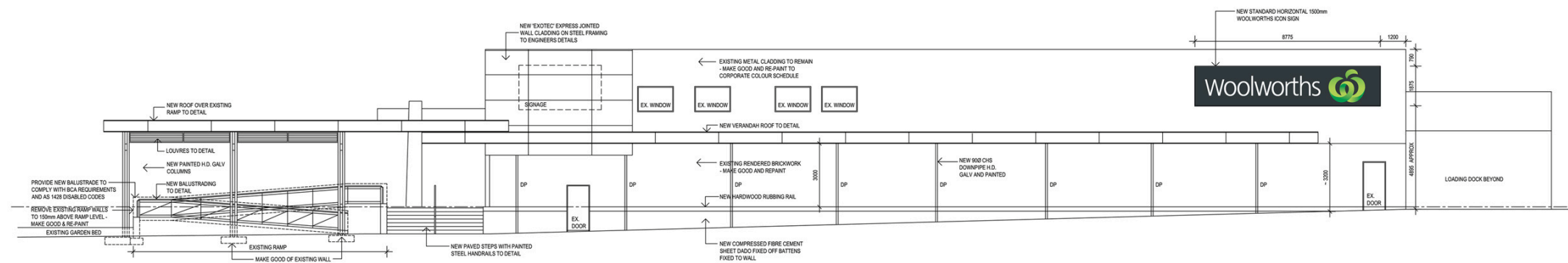


**EXTERNAL SIGNAGE (1)** Rev F\_Issued 17/12/09  
**DOG ROCK SHOPPING CENTRE - LOCKYER AVE., ALBANY**  
**ALBANY DOG ROCK WOOLWORTHS SIGNAGE UPGRADE**

PAGE No. 2/11  
 JOB No. 09-012  
 MARCH 2009

4 BOWMAN STREET  
 P.O. BOX 271  
 SOUTH PERTH 6951  
 WESTERN AUSTRALIA  
 Tel (08) 9367 6866  
 Fax (08) 9474 1429  
 admin@kpa-architects.com  
**KPA**  
 KEN PATERSON ARCHITECTS





**PROPOSED UPGRADE TO LOCKYER STREET ELEVATION (BY OTHERS) SHOWING PROPOSED SIGNAGE UPGRADE**

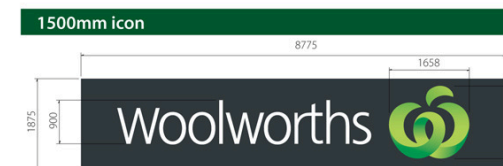


**EXISTING SIGNAGE**



**3D Fascia Sign, Horizontal Format**

LED illuminated sign, individual letters and symbol sit on approx 50mm deep mount to house LED componentry. Mount clad in ACM colour 'Anthrazit'. Flat cut finish. Returns to match colour of mount, return size to be advised.



**EXTERNAL SIGNAGE (2)** Rev F\_Issued 17/12/09  
**DOG ROCK SHOPPING CENTRE - LOCKYER AVE., ALBANY**  
**ALBANY DOG ROCK WOOLWORTHS SIGNAGE UPGRADE**

PAGE No. 3/11  
JOB No. 09-012  
MARCH 2009

4 BOWMAN STREET  
P.O. BOX 271  
SOUTH PERTH 6951  
WESTERN AUSTRALIA  
Tel (08) 9367 6866  
Fax (08) 9474 1429  
admin@kpa-architects.com  
**KPA**  
KEN PATERSON ARCHITECTS

# BAYmerc



City of Albany Records  
Doc No: ICR8093029  
File: A133891  
Date: 19 NOV 2009  
Officer: CDCP  
Attach:

Department of Planning  
City of Albany  
PO Box 484  
ALBANY 6331

ATTENTION : Ian Humphreys

RE: Section 40 Certificate for a Tavern Licence Application

Dear Ian

In response to demand from the locals and the tourists visiting Middleton Beach, Bay Merchants request a Section 40 certificate to meet the requirements of the Department of Racing, Gaming and Liquor for a tavern licence application.

Bay Merchants currently has a bottle shop licence, which permits the sale of local premium wines, boutique beers and French champagne 7 days per week during the hours of 8am and 8pm Monday to Saturday and between 10am and 6pm on a Sunday.

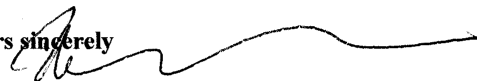
A tavern licence would allow Bay Merchants to serve local wines, boutique beers and champagne at the table. This licence would also add diversity to the range of hospitality services both in Albany and in Middleton Beach. This type of licence is also consistent with the reforms currently being undertaken by the Department of Racing, Gaming and Liquor.

Bay Merchants is a comparatively small café seating capacity of 60 people including the al fresco area. Bay Merchants currently serve breakfast and lunch from 6am to 6pm daily. It is planned to extend the menu to serve tapas from noon to close daily.

The licensee has a proven track record in the food and tourism industry, having operated three cafés and tourism related businesses over the past 20 years. Bay Merchants has been a finalist in the WA Industry and Export Awards four times for excellence in marketing Bay Merchants, local food and the region. Bay Merchants has also won the Tourism Award in the Albany Chamber of Commerce and Industry Awards in 2004.

Bay Merchants is aware of the social impact of alcohol consumption on local communities and therefore plan to target their existing market in the 30 –65 year age group. Food and coffee will be available during opening times. Bay Merchants does not plan to extend trading hours beyond 7pm.

Yours sincerely

  
Trish Flowers  
16 November 2009

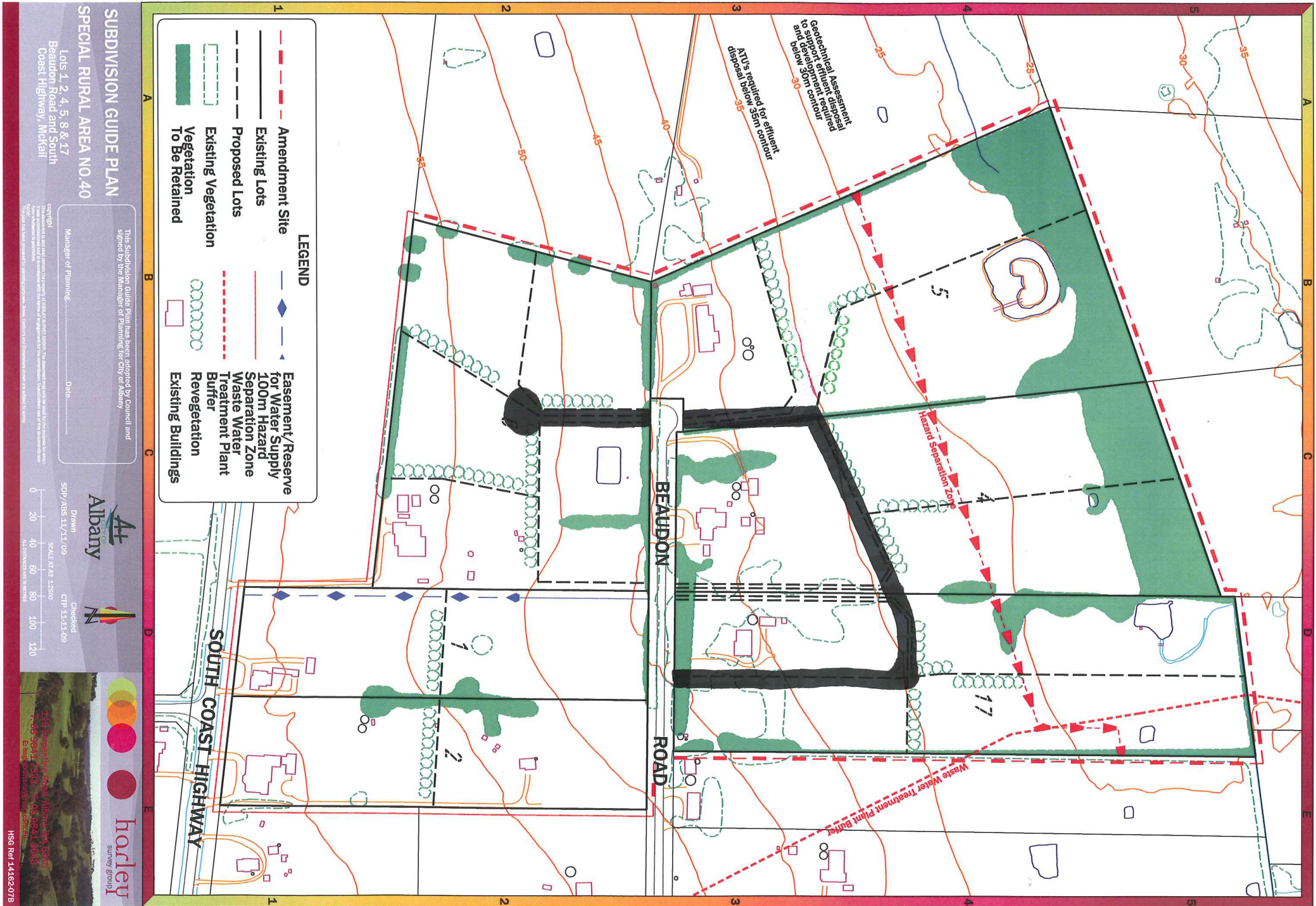
Cnr Marine Tce and Adelaide Cres

Middleton Beach

(08) 9841 7821







Minutes for the meeting to be held at 1:00pm on Thursday, 18<sup>th</sup> February 2009  
in the Margaret Coates Boardroom

AM8011196

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The Chairperson declared the meeting opened at 1:00pm

## **1.0 ATTENDANCES**

J Matla	Chairperson and Councillor
M Evans	Mayor
R Hammond	Councillor (from 1:06pm)
D Wellington	Councillor
M Leavesley	Councillor
D Dufty	Councillor
R Fenn	Executive Director Development Services
K Barnett	Manager Building and Health Services
A Nicoll	Strategic Planner
J Van Der Mescht	Coordinator Statutory Planning
T Wenbourne	Senior Planning Officer
K Evans	PA Executive Director Development Services

## **2.0 APOLOGIES**

G Bride      Executive Services Manager - Planning and Councillor Liaison

Councillor Hammond arrived at 1:06pm.

## **5.0 GUESTS OF COMMITTEE**

The Chairperson welcomed Mfr Dykstra and Mr Pagaus to the meeting. Mr Dykstra provided a verbal presentation on his submission on the Albany Tourism Accommodation Strategy (Item 7.1).

Mr Dykstra requested that the former Frenchman Bay Caravan Park site be reconsidered in light of the analysis undertaken in the strategy. His client would prefer that the site be reclassified from "Local Strategic" to "Prime" given that the distance that the site is located from the Albany CBD. Failing a reclassification to "Prime", the landowners request that the strategy be altered to allow for a permanent residential component to be included on the site. In support of the request he advised that;

- Current policy would limit any residential component to a maximum of 25% and it would be the landowners' intention to restrict any potential residential units to the western end of the site.
- Direction is required in the strategy so that any residential component can be integrated and managed as part of the resort development.
- Resort facilities need to operate all year round and the residential component will improve the viability of restaurants, etc, within the resort.
- The landowner is prepared to consider appropriate performance based conditions to kick start the resort development.
- Consideration of the residential component would be accommodated through the lodgement of a separate development application.
- A rigid prohibition on residential development hinders the viability of the high quality project.
- The integration of residential and tourism projects on the same site is not a new concept.

Mr Dykstra and Mr Pagaus left the meeting at 1:20pm

**3.0 DECLARATION OF INTEREST**

Cllr Hammond - Financial Interest in Item 7.1

Cllr Matla and Leavesley - Common Interest in Item 7.1

**4.0 CONFIRMATION OF MINUTES OF MEETING 21<sup>ST</sup> JANUARY 2010**

**MOVED: COUNCILLOR WELLINGTON  
SECONDED: COUNCILLOR LEAVESLEY**

**THAT the minutes of the Planning and Environment Strategy and Policy Committee Meeting held on 21<sup>ST</sup> JANUARY 2010, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**CARRIED 6/0**

**6.0 QUESTION / BRIEFING TIME**

EDDS provided the committee with a short briefing on current issues or work being undertaken by the City, staff or contractors and suggested that a more structured presentation be provided prior to his departure.

## **7.0 ITEMS FOR DISCUSSION**

### **7.1 Tourism Accommodation Strategy – Second Draft**

#### **Proposal**

To review a copy of the City of Albany Tourism Accommodation Strategy.

#### **Previous Reference**

PEP 21/01/09 Item 6.4

OCM 17/02/09 Item 11.6.1

#### **Attachments**

A hard copy of the second draft of the strategy was tabled at the January 2010 meeting and a briefing on the Strategy is planned to take place prior to the committee meeting commencing.

#### **Background**

Tourism is a significant contributor to the economy of Albany and a strategic approach is required to be taken to the planning of tourism sites under the Western Australian Planning Commission's Bulletin 83. The draft City of Albany "***Tourism Accommodation Planning Strategy – meeting tourism demands to 2020***" was prepared by the City of Albany, in July 2008 in association with *Pracsys*, to provide the community with a degree of confidence on planning decisions relating to the preservation and planning of tourism sites throughout the City of Albany.

The strategy was borne out of the recognition by the City of Albany of the need to preserve and plan tourism infrastructure into the future to promote Albany as a viable tourism investment and visitor destination, with the capability to attract and cater for a broad range of tourism market segments. The strategy acknowledges the need to plan for a range of accommodation styles and star ratings throughout the City to accommodate growth, whilst recognising that the development of these sites for tourism purposes is complicated by potential competing land uses and the investment limitations placed on tourism developers. In addition to WAPC Bulletin 83, a major influence on the project was the Tourism Taskforce Planning Report which was endorsed by State Cabinet in 2006.

The first draft of the strategy was released for comment in August 2008 and it attracted 17 submissions, primarily from the caravan park industry and the proprietors of individual caravan parks. Concern was expressed that the planning solutions being promoted in that draft would accelerate the decline of caravan park product into the future, it would make it harder for existing operators to remain viable, it provided a "one size fits all" solution and it promoted a development control framework that proprietor's felt was at odds with the operational needs of the caravan park industry in Albany.

In February 2009, Council resolved to lay the draft strategy on the table to provide an opportunity for the 18 submissions received on the draft to be considered at a workshop to be held with key stakeholders, plus allow for comment from Tourism WA and the WAPC on the submissions.

A workshop was held in June 2009 with a representative of the caravan park industry, officers from Tourism WA and ten (10) Albany based caravan park owners and operators in attendance. No representative attended from the WAPC. Agreement was reached at the workshop on a way forward with the tourism planning in Albany and a second draft of the strategy has now been produced, acknowledging the undertakings given at the workshop.

There were five (5) submissions lodged on the initial draft strategy which did not relate to caravan parks and those submissions are appended, they were not considered during the workshop and have not been considered by Council. The concerns expressed in the thirteen (13) submissions from caravan park operators were largely dealt with at the workshop.

In summary, those submissions are:

- Dykstra Planning (on behalf of the owners of Lot 660 La Perouse Road Goode Beach) raises concerns over the identification of the vacant rural land in the strategy, the designation of the lot as a "Suitable" tourism site. The submission highlights that the Minister for Planning only suggested a potential tourism use on the lot as part of a final assessment of the amendment that was determined a decade previous. To single out this lot is unreasonable and considerable work would be required to be undertaken before the land could be used for that purpose.
- Tourism WA suggesting a number of text changes within the strategy, seeking a commitment from Council that it will apply a maximum of 25% of permanent residential within a tourism site (other than caravan parks) unless under extraordinary circumstances and suggestions for future zoning options to reinforce the primacy of the tourism components of sites.
- Dykstra Planning (on behalf of former Frenchman Bay Caravan Park site owners) seeking to retain the option of applying for a residential component within a resort development on the site and comprising up to 25% of the units within the resort and justifying why this site is not a strategic tourism site.
- WPC Plaza supporting the recommended change of zoning of the former Esplanade site from Tourist Residential to Hotel, provided the zoning does not extend over that part of the site planned for apartment development and encouraging the development of quality infrastructure to attract top tourism dollars into the region.
- Kevin Brown (Emu Point Chalets) raising concerns over the capacity to realise the level of development proposed for his site whilst it remains leased premises.

#### **Statutory Requirements**

Future land use planning for tourism accommodation is required to have regard to WAPC Bulletin 83 and the Tourism Taskforce Planning Report which was endorsed by State Cabinet in 2006.

#### **Comment / Discussion**

Copies of the second draft of the strategy were sent to those persons who lodged submissions and attended the workshop, to gain feedback on the acceptance of the changes, and no comment has been received.

Of the remaining submissions:

- Site 32 (Lot 660 La Perouse Road) – this site has remained in the Strategy for comparative purposes only, and its classification has remained as "suitable". The strategy goes on to acknowledge that there are considerable infrastructure deficiencies existing in the rural areas, the environmental constraints that would need to be overcome and the substantial delays that would be encountered in rezoning the land for that purpose.
- Tourism WA – the report highlights the need to segregate permanent residential and tourism activities within site and Figures 13, 14 and 15 are generally suggesting that non-caravan park site either remain solely for tourism purposes or they be redeveloped for an alternate use.
- Site 1 (former Esplanade Hotel Site) is a Local Strategic Site and it is proposed in the strategy that the eastern half of the site be zoned for Hotel and that the western edge be allowed to be developed for permanent apartments.
- Site 9 (former Frenchman Bay Caravan Park) remains identified as a Local Strategic Site. It is the only freehold land parcel within the City zoned for a tourism related land use which is adjacent to the coast, on the urban fringe and capable of being developed for a resort style facility. Concern exists over the suitability of developing a residential enclave within this site, given its relationship to the Goode Beach settlement, and the questionable benefits that such an enclave would deliver to a tourism development. Mr Dykstra will be attending the committee meeting to provide further information in support of this submission.

Consideration of the draft strategy and the submissions is sought. Council may elect to proceed to simply adopt the strategy (with or without further modification) or place it back on public display. Prior to modifying the Albany Local Planning Strategy to reflect the recommendations within the strategy, its endorsement by the WAPC and Tourism WA is encouraged.



**Committee Discussion**

- The committee was advised that letters had been sent to caravan park owners and it appeared that at least one proprietor had not received the document.
- The comments of Mr Dykstra were discussed.
- The capacity to achieve a substantial occupancy rate within a remotely located resort was questioned.

**MOVED: COUNCILLOR WELLINGTON**  
**SECONDED: COUNCILLOR DUFTY**

**THAT Council ADOPT the City of Albany Tourism Accommodation Planning Strategy (January 2010) with appropriate modifications to site 9 "Former Frenchman Bay Caravan Park" allowing for a residential component to be developed to the maximum prescribed in State policy but limited to appropriate design outcomes and the appropriate sections of the report being adjusted accordingly and FORWARD the strategy to the Western Australian Planning Commission and Tourism WA with a request that they endorse the strategy as being compliant with the requirements of Planning Bulletin 83.**

**CARRIED 5/0**

**Councillor Hammond Abstaining from Vote due to Financial Interest.**

## 7.2 Review of Outbuilding Policy

### Proposal

To review the City of Albany's Outbuilding policy to determine whether the standards prescribed in the policy reflect individual and community expectations for outbuilding requirements in the City. The Executive Director Development Services will provide a presentation to Elected Members on the issues associated with determining shed sizes.

The former Town of Albany introduced a policy to regulate the size of outbuilding in July 1995, which was then replaced in 2001 with the City of Albany Outbuilding policy; that policy sought to provide a consistent set of standards within the City, following the amalgamation process. The policy was subsequently reviewed in 2003, 2005 and 2007 in response to community concerns over the suitability of the policy.

A review of the records of Development Services has been undertaken and the following information is provided to assist in Elected Member consideration of the current policy provisions:

<i>Year</i>	<i>No. Outbuilding Applications</i>	<i>No. Determined by Council</i>	<i>% Approved by Council</i>	<i>% Refused by Council</i>
06/07	223	7	40%	60%
07/08	212	1	0	100%
08/09	204	2	100%	

### Previous Reference

OCM 16/10/07 Item 11.3.3  
OCM 20/09/05 Item 11.3.2

### Attachments

Copy of Outbuilding Policy  
Schedule of shed sizes for other Local Authorities

### Background

The city of Albany has introduced a policy to regulate the sizes of outbuilding on residential properties as the standard nominated in the Residential Design Codes (60m<sup>2</sup> or the equivalent of a car garage capable of housing three vehicles) was considered to be inadequate by previous Councils. Within the City there are Residential and Special Residential zoned lots that range in size from 300m<sup>2</sup> to 4,000m<sup>2</sup> and the storage needs of residents varies considerably within that lot range.

Some landowners have purchased a range of vehicles and goods that they wish to store under cover. Council then has the unenviable position of having to determine what is a reasonable community expectation on the size of outbuilding(s) that can be placed on a lot to satisfy that wish. The State Administrative Tribunal has undertaken a number of Reviews and the results of those determinations highlights that each case tends to be treated on its merit and in the context of Council policy, the setting into which the outbuilding is to be placed and the rationale for seeking to have an "oversized" outbuilding. It is an observation from those Reviews that the Tribunal is unlikely to place substantial weight on the personal needs of the applicant and the primary issues that will determine the success of a Review are the currency of the Local Authority's policy (has it been regularly reviewed and does it reflect changing community opinion and expectations) and the impact of the outbuilding in the local setting (its relationship to other structures, the size of structures in the locality, the activities that will occur within the structure and whether it is likely to be a dominant element).

### Statutory Requirements

Regulating the size and height of outbuildings associated with housing developments is achieved through two (2) mechanisms.

At clause 6.10.1 of the Residential Design Codes the stated objective is;

*“to ensure that:*

*(a) outbuildings and fixtures attached to buildings do not detract from the streetscape, or the amenity of the development or that of adjoining residents; and*

*(b) adequate provision is made for incidental facilities serving residents’ needs.”*

The Codes then set out an ACCEPTABLE (as of right) DEVELOPMENT standard requiring that *“all outbuildings collectively do not exceed 60m<sup>2</sup> in area or 10% in aggregate of the site area (whichever is the lesser), does not exceed a wall height of 2.4m or a ridge height of 4.2m”*. The Codes then establish PERFORMANCE CRITERIA which requires that *“outbuildings not to detract from the streetscape or the visual amenity of residents or neighbouring properties”*.

The second mechanism is the relevant provisions of the City of Albany Town Planning Schemes dealing with zones within the schemes. Those provisions may require a specified setback to be achieved within a certain development, for cladding materials to be certain hues, for the size of a shed to be limited or the activities conducted within an outbuilding to be constrained to a certain area.

The introduction of a policy to regulate outbuilding sizes has added an additional layer of information to assist City staff in determining the parameters that can be applied to interpret streetscape and visual amenity expectations of the performance criteria of the Codes. Council must have regard to the policy but it is not bound by the policy in its decision-making process.

#### **Comment / Discussion**

At the last review of the outbuilding policy, the sizes of sheds permitted within the Residential Development, Special Residential and Special Rural areas were increased. These lots are generally over 2,000m<sup>2</sup> and shed sizes ranging from 120m<sup>2</sup> to 180m<sup>2</sup> were agreed. The previous standards for Residential lots (100m<sup>2</sup>) remained unaltered as this size was considered to be generous, when compared to the Residential Design Code standard of 60m<sup>2</sup> and the standards applied by other local authorities.

It is difficult to make direct comparisons of standards, due to differing criteria applied by the local authority, and the following table provides “the best fit” that can be provided on shed sizes permitted elsewhere in the South West and Great Southern.

Council	Aggregate Shed Size Permissible						
	Residential		Special Residential		Special Rural		
	500m <sup>2</sup>	1000m <sup>2</sup>	2000m <sup>2</sup>	4000m <sup>2</sup>	1ha	2ha	4ha
Albany	100	100	120	120	180	180	180
Armadale	60	70	100	110	200	250	300
Augusta/Margaret River	60	60	80	80	120	120	120
Bridgetown	80	80	-	-	150	150	150
Brookton	55	150	150	150	150	150	400
Busseton	60	60	120	120	160	160	160
Ravensthorpe	60	60	150	150	150	200	200
Capel	60	80	150	150	200	200	200
Corrigin	75	75	130	130	130	130	130
Boyup Brook	100	100	120	120	200	200	200
Collie	64	81	100	100	200	200	200
Mandurah	50	60	95	145	-	-	-
Plantagenet	80	80	-	-	150	150	150
Manjimup	150	150	150	150	200	200	200
Denmark	80	80	100	100	150	150	150
Esperance	50	100	100	100	200	200	200
Geraldton/Greenough	60	120	180	180	240	240	240
<b>Average</b>	<b>73</b>	<b>88</b>	<b>124</b>	<b>134</b>	<b>173</b>	<b>180</b>	<b>199</b>

The above table identifies that the in 2007, the City of Albany had the most generous policy regarding the size of outbuildings and that currently the policy represents an industry average. It could be argued that some of the above local authorities are poor comparators. However they are reproduced to give Elected Members a reasonable understanding of how other communities are being treated.

The secondary issue with the policy relates to wall and roof heights and Council may want to consider revising or deleting the current wall height restriction. Some of the applications received have been for a minor relaxation of the wall height, with the applicant agreeing to use a lower pitched roof on the outbuilding, in order to achieve the required clearances to get vehicles into the building. However, Council and the community may not want to see a proliferation of taller, skillion roofed outbuildings to the maximum height of the current policy, so an alternative mechanism may be required (eg. a maximum roof height of 4.2m for a regular ridged roof or 3.0m for any other type of roof). Where a flat or low-pitched mono-pitch (skillion) roof is proposed, the maximum height permissible would be reduced so the overall bulk of the outbuilding is also reduced in the wider landscape; whilst this option addresses visual amenity, it would exacerbate the problems faced by existing landowners of trying to place over height vehicles under cover.

The dilemma facing Council is what responsibility (aesthetically) should the community accept to garage over height vehicles (boats, caravans, mobile homes, commercial vehicles) that a landowner may wish to acquire and retain on land created primarily for the primary purpose of residential usage? Similarly, is it reasonable that large sheds be provided to accommodate a number of private vehicles on a residential lot and what is likely to happen within that building when the land title changes hand?

**Committee Discussion:**

- The standards set by The City for Residential properties are adequate and reflect the trend towards smaller lot sizes.
- An appropriate adjustment in floor areas is required and needs to have some nexus with the size of lots.

**MOVED: COUNCILLOR WELLINGTON**  
**SECONDED: MAYOR EVANS**

**THAT Council AMEND the City of Albany Outbuilding Policy by:**

- 1) increasing the floor area for sheds in the Special Residential and Special Rural zones; and**
- 2) Providing for maximum floor areas for shed that provide:**

<b>2000m<sup>2</sup> lot</b>	<b>- 120m<sup>2</sup> shed</b>
<b>4000m<sup>2</sup> lot</b>	<b>- 150m<sup>2</sup> shed</b>
<b>1ha lot</b>	<b>- 200m<sup>2</sup> shed</b>
<b>2ha lot</b>	<b>- 220m<sup>2</sup> shed</b>
<b>4ha and larger</b>	<b>- 240m<sup>2</sup> shed</b>

**Note: The height of the shed remains unchanged.**

**Carried 6/0**

### **7.3 Consolidation of Planning Policies**

#### **Proposal**

Since the gazettal of the City of Albany Town Planning Scheme's 1A and 3, there has been over 150 documents adopted by Council as policies under the provisions of the schemes. Attached is a list of those documents and during the period from January to May 2007, processes were undertaken to formally revoke 71 of those policies.

Of the remaining 79 policy documents, staff consider that a further 21 policies are no longer relevant and the remainder (51) can either be incorporated into a consolidated policy document or retained (7 in total) as a "stand alone" policy.

#### **Previous Reference**

Nil

#### **Attachments**

Schedule of policies adopted pursuant to Town Planning Schemes 1A and 3.

#### **Background**

It is proposed to table at the committee meeting the first draft of a document that draws together, under a single cover and in a consistent format, all of those operative policies that staff consider need to be retained as part of the operations of the two schemes; upon the gazettal of the local Planning Scheme 1 (LPS1) several of the policies are planned to form operative provisions of the scheme and a new policy document will need to be drafted to encapsulate those areas where Council requires additional policy direction to be provided. The tabled document will provide the interim arrangements needed to carry the current schemes through to the period when LPS1 becomes operative.

As part of the review of the Development Services operations, it was identified that the City's town planning policies are presented in a variety of forms, they often lacked a policy objective and it was difficult for a developer to source policy advice regarding a particular land parcel or land use type.

The two schemes require that any policy variation be subjected to an advertising process. Given the extent of change being promoted in the draft document (notwithstanding that the operative components of the policies have previously been approved by Council) it would not be unreasonable for Council to treat the entire document as if it was a fresh proposal submitted for consideration; needless to say, once the policy is adopted the direction set is the direction of Council and City staff will make decisions accordingly.

#### **Statutory Requirements**

Clauses 6.9 of the City of Albany Town Planning Scheme 3 and 7.21 of Town Planning Scheme 1A set out the processes to adopt and modify town planning scheme policies and also provide direction on what function the policies have in the decision-making process.

#### **Comment / Discussion**

City staff would like to table the draft policy at the February meeting, have the policy debated in greater detail at the March meeting of the committee and recommend that it be submitted for approval to advertise at the April meeting of Council. Following a public consultation period, the policy would be returned for final endorsement and a recommendation submitted that, with the exception of seven (7) policies the remaining 72 policies be revoked.

Notwithstanding that the draft policy is tabled at the February meeting of the Committee, staff acknowledge that additional work will need to be undertaken to complete the Appendices within the policy and that work will be provided in advance of the March meeting of the committee.

**MOVED: COUNCILLOR WELLINGTON**  
**SECONDED: MAYOR EVANS**

**THAT Council RECEIVES the draft of the Policies Applying to Town Planning Schemes 1A and 3 and that consideration of that draft document be undertaken at the March meeting of the Planning and Environment Strategy and Policy Committee.**

**CARRIED 6/0**

<b>Schedule of Policies Adopted Pursuant to Town Planning Schemes 1A and 3.</b>				
<b>No.</b>	<b>Policy Title</b>	<b>Date of Adoption</b>	<b>Status</b>	<b>Recommendation</b>
1.	Policy for Aged Persons Accommodation 14-34 Cockburn Road	--.--.----	Current	Rescind – project approved
2.	Urban Design & Streetscape Guidelines	--.06.1996	Used as guidelines only	Rescind- Not suitable policy under scheme.
3.	Lake Seppings Drive, Lofty Street and Wright St – Residential development Policy	19.12.2000	Current	Included in new policy – Project not commenced
4.	Design Guidelines for Amity Village	18.06.2002	Current	Rescind – project completed
5.	Woodrise Estate – Design Guidelines	20.06.2005	Current	Included in new policy – lots remain undeveloped
6.	Building Envelopes – Special Residential Area 8	15.07.2003	Current	Included in new policy – lots remain undeveloped
7.	The Outlook	20.04.2004	Current	Included in new policy – lots remain undeveloped
8.	Old Surrey Design Guidelines – lot 2 Thomas Street	20.02.1996	Current	Included in new policy – lots remain undeveloped
9.	Sepping Street Precinct Guidelines	18.07.2002	Current	Included in new policy – lots remain undeveloped
10.	Setbacks – The Pines Estate		Current	Included in new policy – lots remain undeveloped
11.	Melville Drive View Policy	01.07.1998	Current	Included in new policy – lots remain undeveloped
12.	Frenchman Bay subdivision & development policy	19.09.2006	Current	Included in New Policy
13.	Interim guidelines for assessment of DAs (heritage redevelopment sites)		Current	Included in new policy
14.	Development Guidelines- Masonic Hall, lot 21 Spencer Street	18.10.2005	Current	Included in new policy – lots remain undeveloped
15.	Amended Subdivision Guide Plan – Rufus Street	20.12.2005	Amended plan abandoned	Rescind – no longer required
16.	Dwelling Units to accommodate Garbage Collection	--.10.1996	Current	Included in new policy – lots remain undeveloped
17.	Dilapidated Buildings	09.02.1988		Rescinded Jan 07.
18.	Second Hand Houses	18.07.1995		Rescinded Jan 07
19.	Residential Car Parking – Turning Requirements	13.08.1986		Rescinded Jan 07
20.	Strata Title Clearances	03.10.1989		Rescinded Jan 07
21.	Strata Title Certificates	16.05.1984		Rescinded Jan 07
22.	Dwellings Unfit for Occupation	15.01.1990		Rescinded Feb 07
23.	Occupation of Caravans on Private Property	19.09.1995		Rescinded Feb 07
24.	Verandah Approvals –Delegated Authority	20.04.1993		Rescinded Jan 07
25.	Residential Setback Relaxations – Delegated Authority	07.12.1993		Rescinded May 07
26.	Road Construction Requirements for subdivision and Group Housing in urban areas	08.05.1990		Rescinded Feb 07
27.	Development Areas and Street Names	24.01.1995		Rescinded May 07
28.	Future Urban Zone Provisions	12.05.1992		Rescinded Feb 07
29.	Home Occupations-Delegated Authority	21.02.1995		Rescinded May 07
30.	Oversize Outbuildings	18.07.1995		Rescinded May 07
31.	Planning Approval of Building Plans	15.03.1994		Rescinded Feb 07
32.	Vehicular Access to Group Dwellings	08.03.1988		Rescinded Mar 07
33.	Retaining Wall Procedure	--.--.----	Current	Rescind – No longer required
34.	R Codes eave setback relaxation	--.--.----		Rescinded Jan 07
35.	R Code Setback policy – Scheme 3	15.07.2003	Current	Rescind – No longer required
36.	Street Trees	04.12.1989		Rescinded Jan 07
37.	Reticulation of Street Verges	18.03.1991		Rescinded Jan 07
38.	Sheds on vacant lots	19.09.1995		Rescinded Jan 07

39.	Coastal Development – Building Height restrictions	07.04.1998		Rescinded Oct 07
40.	Coastal Development – Lot Privacy	07.04.1998	Current	Rescind – R Codes amended to control privacy
41.	Albany Housing Strategy	Draft used as reference document only		Rescind – not appropriate as Scheme Policy
42.	Mobile Garbage Bin Service	20.04.1993		Rescinded Jan 07
43.	Keeping of Poultry	06.11.1990		Rescinded Jan 07
44.	Street Verges Paving	12.02.1985		Rescinded Feb 07
45.	Additions to Group Housing Developments	11.11.1981		Rescinded Feb 07
46.	Relaxation of Setback Requirements – Clause 13 of R Codes	13.10.1982		Rescinded Feb 07
47.	R Codes – Calculation of Setbacks adjoining ROWs	13.10.1982		Rescinded Feb 07
48.	R Codes – Variation of Front Setback – clause 17	13.10.1982		Rescinded Feb 07
49.	R Codes – Lots with more than one street frontage	13.10.1982		Rescinded Feb 07
50.	R Codes Clause 16 – Development up to boundary	13.10.1982		Rescinded Feb 07
51.	Group Housing development – John Street	11.07.1984		Rescinded Feb 07
52.	Robert / Hare / Burt Street Policy	--.--.1996	Current	Included in new policy – lots remain undeveloped
53.	John Street Policy	--.--.1996	Current	Included in new policy – lots remain undeveloped
54.	Residential Design Code Policy (DeVilliers)	19.06.2006	Amended and renamed	Rescind – no longer applicable
55.	Design and Management Guidelines – Barry Court	--.--.1996		Rescinded Oct 07
56.	Chalet Design Guidelines Special Rural Zone 8	14.09.1999	Current	Included in new policy – lots remain undeveloped
57.	Tourism Philosophy	-.07.2006	Current	Rescind- replaced by Tourism Strategy
58.	Residential Activity on Tourism Sites	--.--.2003	Draft document	Rescind- replaced by Tourism Strategy
59.	Private Holiday Home Development	--.--.----		Rescinded Mar 07
60.	Bed and Breakfast Accommodation	11.04.1989		Rescinded Mar 07
61.	Tourism Development	--.--. 1996	Part of Local Rural Strategy	Include in new policy
62.	Albany Awards – Aims and Principles	06.11.1989	Not TP policy	Rescinded Mar 07
63.	Incentives for Heritage Reconstruction, Restoration & Adaption	16.05.1995		Rescinded Apr 07
64.	Stirling Terrace Design Guidelines	19.12 2000	Current	Retain outside New Policy
65.	Defining Central Albany	20.09.2005	Reference document	Rescind - Reviewed with Central Albany Study
66.	Places of Heritage Value Advertising Requirements	10.09.1986		Rescinded Mar 07
67.	Albany Primary School Site Redevelopment	--.--.----	Current	Rescind – Site developed
68.	Station and Major Lockyer Park Precincts	--.--.----	Current	Retain outside new policy
69.	Heritage Listed Properties	--.--.----	Current	Rescind – superceded by MI.
70.	Albany Design Guidelines	--.--.----	Current	Rescind – covered by more recent guidelines for CBD
71.	Pedestrian Policy	16.02.1983		Rescinded Mar 07
72.	Pedestrian Landscape Area Policy	16.02.1983		Rescinded Mar 07
73.	Façade Policy	16.02.1983		Rescinded Mar 07
74.	Restricted Access Policy	16.02.1983		Rescinded Mar 07
75.	Weather Protection Policy	16.02.1983		Rescinded Mar 07
76.	Parking	16.02.1983		Rescinded Mar 07
77.	Materials	16.02.1983		Rescinded Mar 07
78.	Exemptions	16.02.1983		Rescinded Mar 07



79.	Municipal Heritage List Review 2000	23.01.2001	Current	Retain outside new policy
80.	Speedway Noise Buffer Area Policy	01.10.2004	Current	Include in new policy
81.	Albany Port Noise Buffer area	01.10.2003	Current	Include in new policy
82.	Lake Seppings Flood Prone Policy	21.10.2003	Current	Include in new policy
83.	Yakamia Creek Flood Prone Policy	21.10.2003	Current	Include in new policy
84.	Albany Airport Noise Buffer Policy	19.10.2004	Current	Include in new policy
85.	Willyung Creek Flood Study		Current	Include in new policy
86.	Central Albany Urban Design Guidelines	18.04.2006		Rescinded Oct 2009
87.	Development Guidelines 1A	21.06.2005	Reviewed Annually	Retain outside new policy
88.	Development Guidelines 3	21.06.2005	Reviewed Annually	Retain Outside New Policy
89.	Catalina Central Planning Framework	21.06.2005	Current	Retain Outside new policy
90.	Vehicle Crossover openings	03.12.1987		Rescinded Mar 07
91.	Sealing of Crossovers and Internal Access Roads	12.12.1989		Rescinded Mar 07
92.	Subdivision Plans Creating Roads	06.11.1989		Rescinded Apr 07
93.	Road Closure Procedures	09.06.1993		Rescinded Apr 07
94.	Traffic Management -Development	23.12.1985		Rescinded Apr 07
95.	Signs on Road Reserves	25.01.1994	Current	Revoke – Covered by Local Law
96.	Control of Objects on Footpaths and Road Reserves	12.04.1995		Rescinded Apr 07
97.	Crossovers	20.07.1992	Current	Include in new policy
98.	Developer Contribution to Footpath Upgrading	08.12.1988		Rescinded Apr 07
99.	Albany Waterfront Structure and Precinct Plans	19.09.2006	Current	Retain Outside new policy
100.	Barker Road Industrial Area	02.05.2000	Current	Include in New Policy
101.	Down Road Timber Processing Precinct / Noise and Hazard Management Policy	18.10.2005	Current	Include in New Policy
102.	Richard Street Light Industrial Area	---.---.---	Current	Include in New Policy
103.	Applying for Extractive Industry Licence	25.07.2000	Current	Include in New Policy
104.	Buildings –Showroom/ Warehouse and Light Industry Zones	03.10.1989		Rescinded Apr 07
105.	Special Area 9 – Nananup Road, Kalgan	19.07.2005	Current	Retain Guide Plan in new policy
106.	Revised Lot Location for Lot 203 Gull Rock Road	24.04.2004	Current	Retain Guide Plan in new policy
107.	Rural residential Subdivision – LRS	---.---.1996	Current	Include in new policy
108.	Rural Townsite Development - LRS	---.---. 1996	Current	Include in New Policy
109.	Homestead Lots	00.04.2003	Current	Include in New policy
110.	Protection of Natural Resources - LRS	---.---.1996	Current	Include in New Policy
111.	Nutrient Loss to Waterways - LRS	---.---.1996	Current	Include in New Policy
112.	Protection of Public Water Supplies - LRS	---.---.1996	Current	Include in New Policy
113.	Bushfire Protection – LRS	---.---.1996	Current	Include in New Policy
114.	Visual Resource Protection – LRS	---.---.1996	Current	Include in New Policy
115.	Conservation and Heritage Protection – LRS	00.04.2003	Current	Include in New Policy
116.	Agricultural Protection / Rural Subdivision – LRS	---.---.1996	Current	Include in New Policy
117.	Commercial Treeplanting- LRS	---.---.1996	Current	Include in New Policy
118.	Industrial Development - LRS	---.---.1996	Current	Include in New Policy

119	Land Clearing and Land Degradation - LRS	--..1996	Current	Include in New Policy
120	Community Waste Disposal Sites -LRS	--..1996	Current	Include in New Policy
121	Breach of Scheme Provisions / Non compliance with Conditions of Approval	10.10.1984		Rescinded May 07
122	Development without Council Approval	11.11.1981		Rescinded Apr 07
123	Development Applications	06.11.1989		Rescinded May 07
124	Planning Service Fees	10.04.1990		Rescinded May 07
125	New Subdivision – Underground Power	14.11.1989		Rescinded May 07
126	Tree Planting	25.11.1991		Rescinded May 07
127	Development Proposals - Major	31.05.1985		Rescinded May 07
128	Operation of Electronic Amusement Machines	06.07.1981	Current	Revoke – reason for policy not experienced
129	Masts, Aerials and Flagpoles	00.10.1996	Current	Include in new Policy
130	Guidelines for the Assessment of off-site, verge and cash in lieu car parking proposals	22.07.1998	Current	Include in New policy
131	Outbuilding Policy	20.09.2005	Current	Include in new policy
132	Policy for Signs Hoardings and Bill Posting	18.07.2006	Current	Include in new policy
133	Trading in Public Places	16.08.1994	Current	Revoke – covered by Local Laws
134	Carparking Standard for Professional Office, Medical Clinic and Massage Clinics	08.05.1990		Rescinded Apr 07
135	Restricted Premises	12.12.1989	Current	Include in New Policy
136	Minimum Structural Requirements for Hairdressing establishments, consultancy Rooms, etc	11.09.1990	Current	Revoke – covered by alternate legislation
137	Aboriginal Heritage Survey	20.12.2005	Current	Retain outside new policy
138	Building Material and Finishes	12.02.1995		Rescinded Apr 07
139	Albany Central Area Parking Policy	--..----	Current	Include in new Policy
140	Issues of Planning Consent to Development Applications	13.10.1982		Rescinded Mar 07
141	Planning Consent – Time Limits	13.10.1982		Rescinded Mar 07
142	Special Provisions for Conditions not of a continuing nature	13.10.1982		Rescinded Mar 07
143	Road Widenings - Amalgamations	09.07.1986		Rescinded Mar 07
144	Place of Heritage Value – Advertising requirements	10.09.1986	Current	Include in New Policy
145	Development of Land Reserved under TPS1A	--..----		Rescinded Mar 07
146	General Relaxation – Landscape Provisions	13.10.1982		Rescinded May 07
147	Application for Planning Consent – Landscaping Plans	13.10.1982		Rescinded May 07
148	Setback Provisions – Lots Fronting More than One Street	13.10.1982		Rescinded May 07
149	Open Air Storage Areas - Screening	13.10.1982		Rescinded May 07
150	Detailed Area Plan for Lots Adjoining Public Open Space		Current	Include in New Policy

#### **7.4 A Frame Signs on Footpaths in Albany CBD**

##### **Proposal**

Concern has recently been raised over the proliferation of "A framed" signs on footpaths and verges within the City, particularly the CBD.

##### **Previous Reference**

Nil

##### **Attachments**

Copy of Portion of *Activities in Thoroughfares and Public Places and Trading Local Law 2001* and Information Brochure issued by City of Albany in March 2000.

##### **Background**

Business operators see advertising as an important component of their operations and an effective mechanism to advise customers of the services offered by the business, together with daily changes in activity. Advertising is generally undertaken through visual media (television, signage, newspaper, letter drops) and verbally (radio, word of mouth). Signage becomes an important component of reinforcing the presence of the business, with corporate branding being a multi-million dollar business and advertising consuming considerable proportions of most business budgets.

For smaller businesses, particularly those located remote to major tourist routes and within arcades, advising the customer of the presence of the business can be problematic. Those businesses often use A framed signs, placed either at the entrance to the arcade or on the adjoining footpath, to attract consumers into the business and to notify consumers of specials that may be available on that day. Over a period of time the size and the content of temporary signage tends to change as businesses compete to attract the attention of consumers.

In 2000, a major policing program was undertaken to remove excess signage off footpaths and that program drew criticism from the business community; signs on footpaths were removed, but those on private property remained in place, and businesses that relied upon temporary signs (eg. real estate sales) incurred considerable expense in recovering impounded signs. Elected Members and City staff met with a broad group of representatives from the business sector at that time to work through an acceptable set of standards for temporary signage within road reserves and the attached brochure was produced and distributed.

There has been a recent "build up" of temporary signage within road reserves and the City Rangers have removed only those signs which they consider have constituted a traffic hazard (either due to the content of the sign or its placement).

##### **Statutory Requirements**

Sections 3.2 and 3.3 of the City of Albany's "*Activities in Thoroughfares and Public Places and Trading Local Law 2001*" deals with advertising signage on thoroughfares (roads and footpaths) and a copy of those sections of the Local Law are attached.

##### **Comment / Discussion**

Policing of temporary signage has not been a high priority of the City's Rangers. When enforcement has been undertaken, it has usually resulted in criticism and additional resource commitments to handle irate customers, return signage, process infringements, etc.

The protocol developed in 2000 acknowledged the needs of some businesses to have temporary signage within road reserves and put in place a general set of principles that expanded on the criteria outlined in clause 3.3 of the Local Law; where a business complied with those protocols, there was not an expectation that a permit needed to be applied for. City staff cannot recall the last occasion when an application was submitted for a temporary sign permit under the local law (or the guidelines).

A framed signs placed on footpaths can become projectiles in strong winds, they have the potential to injure a pedestrian using a footpath, they can be unsightly, competition develops amongst businesses over the placement of signs upon a footpath and the signs can impede movement down a footpath. Conversely, some businesses and consumers will argue that temporary signs provide additional vibrancy, they are expensive to manufacture, that they are part of the contemporary urban landscape and they inform consumers. There will remain conjecture over whether A frame signage have any real impact on the spending patterns of consumers and whether alternate methods of promotion would not work equally well.

If Council was to request an increase in policing of temporary signs, it must be acknowledged that signs (fixed or temporary) placed on private property are not subjected to the Local Law, making them more difficult to remove, and any campaign will need to be comprehensive (to ensure no business is disadvantaged). Alternatively, Council may seek the assistance of the Albany Chamber of Commerce and Industry to take an active role in reducing the number of temporary signs used by Chamber members.

**Committee Discussion:**

- Concern was raised over the risk associated with signs on footpaths.
- Preference is given to self regulation by businesses rather than policing.
- Need for shop keepers to indemnify Council if signs injure a pedestrian.
- Local Law requires shop owners to gain a permit from Council to place signs on footpath.

**MOVED: COUNCILLOR HAMMOND**  
**SECONDED: COUNCILLOR WELLINGTON**

**THAT Council ADVISE the Albany Chamber of Commerce and Industry that shop owners wishing to place temporary signs placed on footpaths require a permit from Council and the Chamber members should obtain that permit or their signage will be removed.**

**CARRIED 6/0**

## 7.5 MCKAIL LOCAL STRUCTURE PLAN (STR244) – LOTS 1, 2 AND 3 SOUTH COAST HIGHWAY, MCKAIL.

### Proposal

To modify the existing Local Structure Plan

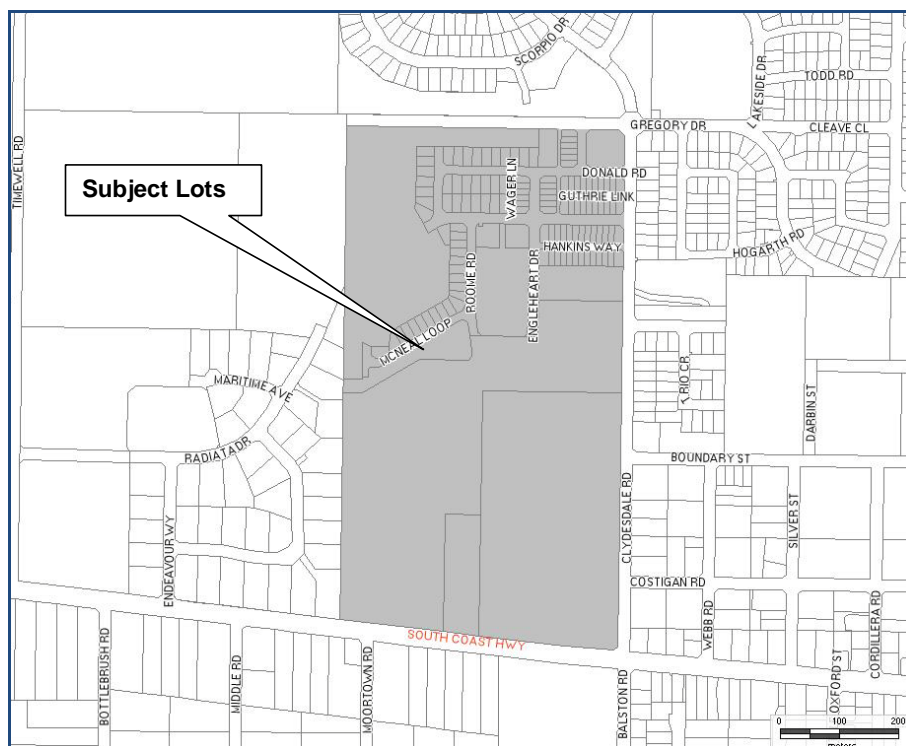
### Attachments

Modified Local Structure Plan

### Purpose

To seek final approval of the modified Local Structure Plan

### Locality



### Background

The existing McKail Local Structure Plan (LSP) that was adopted by Council in August 2007 and endorsed by the Western Australian Planning Commission in January 2008.

The LSP area covers Lots 1, 2 and 3 South Coast Highway, McKail and are currently zoned 'Residential', with smaller areas zoned for 'Public Purposes' and 'Local Shopping'.

The land is currently undergoing subdivision, with the first residential blocks having been released for sale. The road linkage from the Clydesdale Road/Boundary Street intersection along the southern boundary of the primary school site and from the south-west corner of the primary school site to South Coast Highway is also currently under construction, following a grant of subdivision approval.

Council received a proposal to modify the LSP and resolved to advertise the modifications in July 2009. Council must now consider the submissions received and determine if it is prepared to adopt the modified LSP.

### **Statutory Requirements**

The WA Planning Commission produced *Liveable Neighbourhoods* (October 2007), which is “an operational policy for the design and assessment of structure plans (regional, district and local) and subdivision for new urban (predominantly residential) areas in the metropolitan area and country centres, on greenfield and large urban infill sites”.

The introductory section of this document, entitled *Guide to Liveable Neighbourhoods*, states that “structure plans are to be prepared based on the framework provided under *Liveable Neighbourhoods*. Where a structure plan is a requirement of a town planning scheme, it must be prepared in accordance with scheme provisions. In the absence of scheme provisions the submission of a structure plan under *Liveable Neighbourhoods* should be in accordance with the requirements of the *Application Information Guide*.”

*Structure plans should be developed in consultation with affected adjoining landowners, servicing authorities and the relevant local government. It is appropriate that a copy of the plan is lodged with both the WAPC and the local government prior to advertising. The local government should ensure that adequate community consultation occurs through a participatory design process or by advertisement of a structure plan for a minimum of 28 days. This process should include notification of adjoining landowners.*

*Prior to advertising, it may be appropriate for the Department for Planning and Infrastructure and the local government to agree that the structure plan is suitable for advertising”.*

It then sets out the requirements for Local Structure Plans, which are as follows:

- walkable neighbourhoods, represented by approximate circles of 400-450 m radius around proposed neighbourhood and town centres, superimposed over the structure plan;
- density targets expressed as dwellings per site hectare;
- existing and proposed commercial centres;
- proposed natural features to be retained;
- proposed street block layout;
- proposed street network, including street types and path networks;
- proposed transportation corridors, public transport network and cycle and pedestrian networks;
- proposed land uses, including distribution of higher, medium and lower-density residential;
- proposed schools and community facilities;
- public parkland; and
- proposed urban water management measures.

It also requires that the plans are supported by text that addresses the relevant elements of *Liveable Neighbourhoods*.

### **Comment/Discussion**

The proposal seeks to make a number of relatively minor modifications to the McKail Local Structure Plan.

The first of these is an increase in the density of the blocks immediately to the west of the land allocated for local shopping provision from R30/R40 and R30 lots to R30/R40/R50 and R30/R40 lots respectively. This is consistent with the aim of creating walkable neighbourhoods, with a variety of housing densities to suit different requirements located close to amenities, as described in *Liveable Neighbourhoods*.

It is also proposed to increase the density of blocks of R20 lots to the south and west of the primary school site to R30/R40 lots. The addition of laneway behind the lots to the south of the primary school would provide other access options. Furthermore, a small area of R20 lots positioned on a corner further to the south of the primary school has been identified for densification from R20 to R30. Again this would provide for a greater variety of housing types close to local amenities, namely the primary school and shared public open space, whilst concentrating higher density development along main transport routes.

Other changes are limited to the realignment of roads around the primary school site. Clydesdale Road has been straightened and a roundabout provided at the south-east corner of the primary school site in order to remove any traffic conflicts that may have arisen at the intersections of Clydesdale Road and Boundary Street. Similarly, the road to the west of the primary school site has been straightened to create a more traditional grid-type street pattern and remove off-set intersections and any potential traffic conflicts that they may have created.

These changes have resulted in an increase in the size of the primary school site, which helps to offset the requirement to use part of the shared public open space to north for drainage purposes. The need for additional stormwater management measures has arisen during the subdivision process.

The realignment of the road to the west of the primary school site has also led to a minor realignment of the road to the west of the adjacent public open space. This has resulted in the adjoining residential blocks and their associate laneways being slightly off-set.

These changes represent a number of improvements to the Local Structure Plan, as they increase the potential for a variety of housing types in close proximity to local amenities, consolidate primary transport routes and remove potential traffic conflicts at intersections.

Following advertising of the modified SGP, the comments below were received:

**Water Corporation:**

*"Lots 1, 2 and 3 South Coast Highway, McKail are located within the Water Corporation's Water and Wastewater Operating Licence Areas (OLA) and therefore these services could be provided to the subject land.*

*You are advised that the Water Corporation has no objection to the proposed modified structure plan (June 2009) and provides the following supporting information:*

**WATER SUPPLY:**

*Comments in Section 4.3.1 of the LSP 1999 and included in the proposed modified LSP 2009 should be removed as they are now obsolete.*

*The Western Australian Planning Commission requires reticulated water to be supplied to lots of 4ha or less. Water could be provided to the land which would be fully funded by the developer who would also be required to pay a Headworks Contribution and connection fee for each new lot created. Further details are available from the Water Corporation upon request.*

**WASTEWATER:**

*Comments in Section 4.3.2 of the LSP 1999 and included in the proposed modified LSP 2009 should be removed as they are now obsolete.*

*The Western Australian Planning Commission requires reticulated sewerage to be provided for lots of 2000m<sup>2</sup> or less within the Water Corporation's Wastewater OLA. Wastewater services could be provided to the land which would be fully funded by the developer who would also be required to pay a Headworks Contribution and connection fee for each new lot created.*

*The existing pumping station that serves The Pines will be removed from service within the next few months – all reference to it can be deleted from this LSP document.*

*The odour protection buffer for the Timewell Road Wastewater Treatment Works is adjacent to the western boundary of this LSP. While this may not have a direct impact on the subject property, the opportunity is taken to provide this information for consideration in future planning for other land in the vicinity.*

*As you may be aware, the Water Corporation will need to construct a new wastewater pumping station and pressure main in this locality to meet future community demand. A suggested pipeline route is indicated on the attached plan and it anticipated that the pipeline would generally be contained within future public open space or service corridors. The Corporation requests an opportunity to discuss with Council the importance of including this critical infrastructure requirement into the proposed structure plan”.*

**Main Roads WA:**

*“Main Roads has previously commented on this proposal (20 December 2006) and our requirements have not changed from this date.*

*To cater for predicted traffic growth, Main Roads needs to be able to provide for the future upgrade of South Coast Highway to dual carriageway extending out to the Ring Road. The timing of the proposed works is likely to occur in the medium to long term. These proposed works may impact properties facing South Coast Highway and may require future land acquisitions of up to 10 metres. At this stage however, exact land requirements are not known.*

*As a result, the proposed service roads which run parallel to South Coast Highway, as shown in the Structure Plan, should be removed to accommodate these future works. In addition, the Clydesdale Road intersection with South Coast Highway needs to be shown on the Structure Plan as a cul-de-sac”.*

**City of Albany Works and Services:**

*“The detailed engineering design of the Clydesdale Road realignment differed from the original structure plan with significantly smaller radius curves. This changed alignment was different to the concept agreed to by the City of Albany/Main Roads WA/applicant and resulted in dangerous intersections (poor geometry) being created with adjacent roads and as a result the City requested the design be revised. A grid pattern was one option proposed.*

*The proposed cost sharing arrangement is not suitable. The roundabout is to be constructed and funded by the developer.*

*Road widening is required on the central spine road adjacent to the Boundary Street intersection to allow for future intersection treatment (slip lane/islands).*

*Traffic calming will be required as part of future stages on the roads adjacent to the school”.*

**Mr & Mrs T Franklin, 40 Radiata Drive, McKail WA 6330:**

*“Being land owners adjacent to the Stage 1 development of Lot 2 of the above development, our objections and recommendations are for the betterment of the community and in particular this local area.*

*The original McKail Local Structure Plan showed good integration with the Pines Estate public open spaces and streets. We understand that the goals here have changed somewhat with the expansion of the Water Corporation buffer zone and the discontinuation of Radiata Drive at the boundaries of the developments (which we agree with).*



*What is disappointing to see is the current soak which has been developed at Lot 148 within the Pines Estate as this lot was originally proposed to and approved to be integrated with Stage 1 as a larger Public Open Space (POS). However, this issue is not the purpose of this letter but does set a precedent for concern.*

*The original plan also shows good integration of the Stage 2 with the already established POS known as Lot 127 within the Pines Estate. The current amended proposal seems to make no suggestion or commitment to address this integration. Our objection relates to this lack of integration. This would result in what should be considered a missed opportunity for the public and the City of Albany.*

*The intention of the extension of the dual use path is evident at the rear of Lot 140 in the Pines Estate and it would seem critical that this ultimately extend through the POS known as Lot 127 within the Pines Estate.*

*Please ensure that this integration between the proposed development and Lot 127, The Pines Estate is considered and included with the Structure Plan”.*

In view of the comments provided by the Water Corporation, it is recommended that the LSP text is modified to incorporate the required changes.

The comments provided by Main Roads and City of Albany Works and Services address various roads engineering concerns and do not relate entirely to the proposed modifications. Main Roads have recommended that the internal service roads be removed in order to accommodate future road widening along South Coast Highway. However, the provision of local roads reserves adjacent to the Main Roads reserve will facilitate road widening more easily than if private land was to be acquired and ensures that development on the periphery of the subject lots addresses South Coast Highway.

The exception to this is the service road running parallel to South Coast Highway from the end of Clydesdale Road. Ideally Clydesdale Road should terminate in a cul-de-sac to the north of South Coast Highway and the internal road layout altered to remove the parallel service road. This will help to facilitate the eventual construction of an intersection, whether controlled by a roundabout or traffic lights, between Clydesdale Road, South Coast Highway and Balston Road, in line with the City of Albany's draft Traffic Model.

City of Albany Works and Services has also highlighted the unsuitability of the proposed cost sharing arrangement for the construction of a new roundabout at the intersection of Clydesdale Road and Boundary Street (Modified LSP 2009 Section 5.7).

The applicant has contended that the demand and need for the roundabout is not solely created by the development of the LSP area and has therefore proposed that the three surrounding landowners and the City of Albany all contribute one quarter of the cost of its construction. However, the existing intersection has been upgraded previously with developer contributions, bringing it to its current standard, which is sufficient for existing traffic numbers.

The development of the LSP area would yield 526 residential lots, attendant public open space, a primary school and local shopping facilities, bringing a significant increase in traffic and necessitating the construction of the roundabout. It would therefore be unjust to expect the adjoining landowners on the corners of Boundary Street and Clydesdale Road to contribute to the cost of upgrading the roundabout when they do not gain any significant benefit from its construction. It is therefore recommended that the proposed cost sharing arrangement is deleted from the text of the Modified LSP and that the developer shall meet the full cost of constructing the roundabout.

The comments provided by Mr & Mrs T Franklin are noted, but do not relate to the advertised modifications to the LSP.

In conclusion, Council has the following options:

1. Adopt the Modified McKail Local Structure Plan as is; or
2. Require further modifications to the LSP; or
3. Refuse the proposal and advise the applicant accordingly.

**MOVED: COUNCILLOR DUFTY**  
**SECONDED: MAYOR EVANS**

**THAT Council ADOPTS the modified Local Structure Plan for Lots 1, 2 and 3 South Coast Highway, McKail, subject to:**

- A Deletion, or amendment as appropriate, of comments in Section 4.3.1 in relation to water supply;**
- B Deletion, or amendment as appropriate, of comments in Section 4.3.2 in relation to wastewater;**
- C deletion of references to the pumping station in The Pines Estate; and**
- D deletion of Section 5.7 – *Roundabout Cost Sharing*.**

**CARRIED 6/0**

## **7.6 ANIMALS ON MIDDLETON BEACH – REVIEW ACCESS FOR HORSES AND DOGS**

### **Proposal**

To review the current arrangements regarding the training of horses on Middleton Beach and providing for dog exercise on Middleton Beach.

### **Previous Reference**

PESP briefing – June 2009

### **Attachments**

City of Albany Animal Local Law 2001 (Consolidated Version)  
Plan showing exercise area (current and proposed)

### **Background**

Within urban communities, areas are usually set aside where the owners of dogs can exercise their animals on and off lead. It is not uncommon for those areas to be public places where general community activities and recreational pursuits also take place. In Albany, those areas have been well defined for many years and a Local Law has been produced to regulate the activities of dog owners on the various reserves where the exercising of animals is permitted.

There is a substantial equine industry in Albany which has major economic benefits for the region. Horse trainers (and private citizens) regularly exercise their animals in salt water and on sand to improve animal health, fitness and strength. That activity has historically occurred within the shallow waters of Albany's harbours and on the upper areas of Middleton Beach.

In the past decade there has been considerable debate within the community on the merits of retaining animal exercise on Middleton Beach and the following issues (not an exhaustive list) have been raised:

#### PROS:

- The regular exercising of animals improves their fitness and that of their owners;
- Dogs and horses collectively provide considerable economic benefits for the region;
- Council has severely restricted the areas where animals can exercise and if areas are removed, it is important that alternatives are found;
- The activities have operated with minimal policing or supervision and any non-compliance can be quickly remedied through policing;
- Animal exercising has taken place in their current locations for decades and new residents were aware of those activities and should have planned accordingly; and
- Relocating exercise areas will have direct financial and social costs if animal owners are required to transport their animals greater distances.

#### CONS:

- Instances have arisen where a horse has thrown its jockey and escaped along the beach;
- Horse training occurs in the early hours of the morning and considerable noise is generated near residential buildings as animals are removed from transporters;
- Paths leading to the beach are narrow and it is confronting (particularly for small children) when animals and humans share that path;
- Dog excrement litters the beach and creates a negative image of the City; and
- Many dog owners fail to keep their animals on leads and users of the beach can be confronted by an aggressive dog when walking or jogging.

City staff have received request to extend the current animal exercise areas and also to have the animals removed completely from the beach.

### **Statutory Requirements**

The City's Local law provides for 2.0km of Middleton Beach to be used as a dog exercise area and for 1.0km to be used for horse exercise (between dawn and 9.00am on the beach and the wading of horses between 9.00 and 11.00am and 1.00 and 3.00pm). The entire beach is 4.3km in length.

City staff are in the process of reviewing the Local Law and sought feedback from the committee in June 2009. The modifications to the animal exercise areas agreed have not, as yet, been incorporated into a draft local law for Council consideration.

**Comment / Discussion**

Councillor Hammond requested that this item be brought forward for discussion at the committee meeting and City staff welcome feedback on Council's requirements early in the process of drafting a Local Law (including an amendment to an existing Local Law). Concerns have been brought to Cllr Hammond's attention that the number of trucks visiting Griffiths Street in the early hours of the morning to train horses has increased, and the level of noise created is now problematic for adjoining residents.

There are a number of issues associated with horses being exercised in the urban area and no substantial debate occurred on that subject when it came before the committee. Within the community there are strong arguments for and against making changes to areas identified for horse exercising in the Local Law. Issues associated with noise, where the activity takes place on a road reserve, are difficult to manage under existing legislation and the only effective way of managing that noise is to remove the reason why vehicles attend that location in the early hours of the morning.

Attached is a plan provided by the Rangers to the previous meeting and previous agreement was reached that additional "on leash" dog exercise areas would be proposed on Reserve 25356 Clifton Street, Lockyer, Reserve 35088 Barnesby Drive, Yakamia, on Reserve 25382 Apex Park, Lockyer and Eyre Park, Middleton Beach. "Off leash" dog areas were proposed at Middleton Beach (from Flinders Parade to Firth Street), upon Foundation Park (Parade Street), at Lange Park, Bayonet Head and on portion of the North Road complex. Existing gazetted areas on lots 312 and 315 Cockburn Road and on the Le Grande Road were planned to be removed.

Further information can be provided at the meeting.

**Committee Discussion:**

- The training of horses on the beach has been a longstanding practice and the number of alternative options is limited.
- Level of complaints have been growing and horse trainers appear to not be responding to those complaints

<p><b>MOVED: COUNCILLOR WELLINGTON</b> <b>SECONDED: COUNCILLOR HAMMOND</b></p> <p><b>THAT City of Albany staff WRITE to horse trainers seeking their cooperation and assistance in resolving problems at Middleton Beach associated with noise transmitted into adjoining residences from early morning training, and the cleaning of faeces, and advise those trainers that the provision of a horse exercise area is under consideration as part of the City's review of the Animal Local Law.</b></p> <p style="text-align: right;"><b>CARRIED 6/0</b></p>
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**8.0 MATTERS TO BE CONSIDERED AT NEXT COMMITTEE MEETING**

- Tourism Accommodation Stay/Length
- EDDS Briefing Session on Current Planning/Development Issues.

**9.0 DATE OF NEXT MEETING**

The next Planning and Environment Strategy and Policy Committee meeting is to be held on Thursday 18<sup>th</sup> March at 1pm in the Margaret Coates Boardroom.

**10.0 CLOSURE OF MEETING**

The Chairperson declared the meeting closed at 2:35pm.

**ITEM 7.2**

**INFORMATION SHEET**



Offices: 102 North Road  
Postal Address: PO Box 484, ALBANY WA 6331  
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Synergy Reference No: N

**OUTBUILDINGS**

**OUTBUILDINGS IN RESIDENTIAL, RESIDENTIAL DEVELOPMENT, FUTURE URBAN, SPECIAL RESIDENTIAL, SPECIAL RURAL, YAKAMIA CREEK, CONSERVATION AND RURAL ZONES.**

**Background**

Outbuildings are Class 10a buildings under the Building Code of Australia (1996), which are not substantially connected to a dwelling. The City of Albany knows that families have varying needs for outbuilding space (areas and heights) for garaging of vehicles, storage of boats, caravans and other items, domestic workshops, games rooms, studios, stables, etc. As a general rule people expect to be able to have larger outbuildings on larger lots.

The City is also aware that in some instances outbuildings may result in problems including:

- Use of outbuildings for illegal commercial or industrial purposes, which may result in adverse noise, traffic, and visual impacts for neighbours and the locality. With the exception of those used for commercial farming purposes on rural lots, or approved home businesses, outbuildings may only be used for domestic purposes.
- Illegal use of outbuildings as residences, which often incorporate inadequate health and building standards for human habitation.
- Unlike most dwellings, outbuildings are usually very bland metal clad structures devoid of architectural features such as windows, verandas, etc. Construction of large and/or high sheds may have adverse impacts on visual character of streets and neighbourhoods, neighbours and scenic rural or coastal landscapes.
- When outbuildings incorporate reflective materials such as zincalume and are sited in visually prominent locations there is greater potential for adverse impacts on the landscape, and in some instances reflection can cause a serious nuisance for surrounding/nearby residents.

## Aim

The aim of the City of Albany's Outbuildings Policy is:

*To achieve a balance between providing for the various legitimate needs of residents for outbuildings, and minimising any adverse impacts outbuildings may have on neighbours, a street, a neighbourhood or locality, or the City as a whole.*

## Specific Policy Requirements

The specific policy objectives and requirements for the different zones are set out in Table 1.

## Application Details

Applications for outbuildings must include the following:

1. Completed Building Licence or Planning Scheme Consent application form (refer Table 1);
2. Details of intended uses of the outbuilding;
3. Scale site plan showing contours, existing buildings, area of outbuilding and setbacks; and
4. Plans and elevations detailing the area, wall and ridge heights and the cladding materials and colours to be used.

## Definitions

**"Outbuilding"** - for the purpose of this policy "outbuilding" means any Class 10a building under the Building Code of Australia (1996) Volume 2, which is not substantially connected to a dwelling.

**"Reflective materials"** - include factory applied finishes such as zincalume, galvabond and light colorbond colours such as white, off-white and smooth cream.

## Interpretations

**"Height"** – the height of the outbuilding is to be measured vertically from the natural ground level, as per the measuring criteria stipulated in the Residential Design Codes (2002), and not the proposed finished floor level of the outbuilding.

Table One – Outbuilding Requirements

Zoning	Max. Wall Height	Max. Ridge Height	Max. Floor Area (combined floor area of all outbuildings on lot)	Special Requirements
Residential / Future Urban / Residential Development Zone (Lots less than 1000m <sup>2</sup> )	3 metres	4.2 metres	100m <sup>2</sup>	If floor area of outbuildings is to exceed 60m <sup>2</sup> the use of non-reflective materials is required.
Residential / Future Urban / Residential Development Zone (Lots 1000m <sup>2</sup> – 4000m <sup>2</sup> )	3 metres	4.2 metres	120m <sup>2</sup>	If floor area of outbuildings is to exceed 60m <sup>2</sup> the use of non-reflective materials is required.
Residential / Future Urban / Residential Development Zone (Lots greater than 4000m <sup>2</sup> )	3.5 metres	4.2 metres	140m <sup>2</sup>	If floor area of outbuildings is to exceed 60m <sup>2</sup> the use of non-reflective materials is required.
Yakamia Creek Zone	3.5 metres	4.5 metres	120m <sup>2</sup>	If floor area exceeds 100m <sup>2</sup> the use of non-reflective materials is required.
Conservation Zone	3.5 metres	4.5 metres	140m <sup>2</sup>	Refer relevant planning scheme requirements for siting and materials.
Special Residential Zone (Lots less than 4000m <sup>2</sup> )	4.2 metres	4.8 metres	120m <sup>2</sup>	Refer relevant planning scheme requirements for siting and materials.
Special Residential Zone (Lots greater than 4000m <sup>2</sup> )	4.2 metres	4.8 metres	140m <sup>2</sup>	Refer relevant planning scheme requirements for siting and materials.
Special Rural Zone (Lots less than 2ha)	4.2 metres	4.8 metres	160m <sup>2</sup>	Refer relevant planning scheme requirements for siting and materials.
Special Rural Zone (Lots greater than 2ha)	4.2 metres	4.8 metres	180m <sup>2</sup>	Refer relevant planning scheme requirements for siting and materials.
Rural Zone (Lots less than 2ha)	4.2 metres	4.8 metres	180m <sup>2</sup>	The siting of the outbuilding away from more obtrusive locations.
Rural Zone (Lots greater than 2ha).				The siting of the outbuilding away from more obtrusive locations.

### Planning Scheme Consent

Planning Scheme Consent will be only be required where the above criteria cannot be complied with. Any variations to the above Policy will require the applicant to demonstrate exceptional circumstances as to why the policy should be relaxed with the proposal being presented to an ordinary meeting of Council

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

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



## DENMARK

### DENMARK

- Outbuildings proposed for Residential and Landscape Protection Zones are limited to being single storey with a maximum wall height of 3m and a maximum cumulative total floor area of 80m<sup>2</sup>.
- Outbuildings proposed for Special Residential zones are limited to being single storey with a maximum wall height of 3.5m and a maximum cumulative total floor area of 100m<sup>2</sup>.
- Outbuildings proposed for Special Rural zones are limited to have a maximum wall height of 3.5m and a maximum cumulative total floor area of 150m<sup>2</sup> and the buildings external materials and finishes shall be in green and brown tonings.

## ESPERANCE

### ESPERANCE

#### Residential, Special Residential and Future Urban

- Maximum area of outbuildings per lot – 10% of site area where lot is less than 1000m<sup>2</sup> or 100m<sup>2</sup> where lot is in excess of 1000m<sup>2</sup>;
- Maximum wall height – 3.0 metres; and
- Maximum ridge height – 4.0 metres.

#### Special Rural

- Maximum area of outbuildings per lot – 200m<sup>2</sup>;
- Maximum wall height – 4.5 metres; and
- Maximum ridge height – 6.0 metres.
- Where buildings of a greater area or height are normally required for a purpose permitted under the Scheme (as may be required for a greenhouse or other sheltered crops in a market garden) the maximum area of outbuildings is not to exceed 25% of the site area or wall height of 6.0 metres.

#### Rural

- For Rural zoned lots with a lot area less than 40ha the standards stipulated in Table 2 apply.
- For Rural zoned lots with a lot area greater than or equal to 40ha outbuildings that are exempt from the Building Code of Australia outbuildings are exempt from this policy subject to them being used in connection with the rural use of the land.

## GERALDTON / GREENOUGH

### GERALDTON-GREENOUGH

- a. **Residential R10 and higher density** – 120m<sup>2</sup> in area or 20% in aggregate of the site area, whichever is the lesser, with a maximum wall height of 3.0m and a total maximum height of 4.5m measured from natural ground level.
- b. **Residential R5 and lower density** – 180m<sup>2</sup> in aggregate area with a maximum wall height of 3.5m and a total maximum height of 5.0m measured from natural ground level.
- c. **Rural Residential & Rural Smallholdings** – 240m<sup>2</sup> in aggregate area with a maximum wall height of 4.0m and total maximum height of 6.5m measured from natural ground level.
- d. **Rural land (generally less than 20ha)** adjacent to settlements, subject to future increase in density or in an area of visual prominence or heritage/high landscape amenity shall be subject to this policy with maximum standards for outbuildings determined on lot size in accordance with c. above.

**Other rural land** that is remote from existing settlements is exempt from this policy.

*Regardless of zoning, in the case of lots with the potential for further subdivision, outbuildings may be approved by the local government that meet the maximum standards comparable with the size of the lot.*

*eg. A lot zoned R12.5 that is 2,000m<sup>2</sup> in area may (subject to the discretion of the local government) have an outbuilding of 180m<sup>2</sup> approved.*

*In considering applications as per above, consultation with effected landowners and/or occupiers will be required and neighbour consent should preferably be given. Due regard will be given to the objectives of this policy, and in order to protect the future amenity of the lots once subdivided, the local government may impose a condition of approval requiring that a legal agreement be lodged with the local government requiring that in the event of further subdivision of that property the outbuilding must be removed or reduced in size to conform with this policy.*

## ARMADALE

TABLE 1 – Maximum Dimensions for Outbuildings<sup>1</sup>

Lot size (m <sup>2</sup> )	Less than 600	600 and over	1000 and over	1500 and over	2000 and over	3000 and over	4000 and over	6000 and over	1 ha and over	2ha and over	4ha and over
<b>Floor area<sup>2,3</sup></b>											
(m <sup>2</sup> )	10% of site area	60	70	80	100	110	130	150	200	250	300
<b>Height</b>											
Top of pitched roof (m)	4.2	4.2	4.2	4.2	4.2	4.2	4.5	4.5	5.0	5.0	5.0
Top of external wall (m)	2.4	2.7	3.0	3.0	3.0	3.0	3.0	3.0	3.6	3.6	3.6

<sup>1</sup>Table 1 does not apply where land is zoned General Rural and a proposed outbuilding is to be used in pursuance of an agricultural activity.

<sup>2</sup>Note under Scheme Clauses 5.3.2 and 5B.3 maximum total building coverage of 500m<sup>2</sup> to apply in areas coded R5 or less and in Rural Living and General Rural zones.

<sup>3</sup>Area limits apply to outbuildings in aggregate

## AUGUSTA – MARGARET RIVER

### Residential land

Outbuildings on 'Residential' lots must comply with the following provisions of the R Codes;

- A minimum one metre setback from side and rear boundaries;
- A maximum wall height of 2.4 metres and with a maximum roof/ridge height of 4.2 metres;
- A maximum total floor area of 60m<sup>2</sup>; and
- Must not be habitable.

The outbuilding must also comply with any other relevant R Code provisions including setbacks and overshadowing.

### Special Residential land

Outbuildings on Special Residential zoned land should have a maximum average height not exceeding 8 metres as calculated by Council Policy PE.7 -*Building/Structure Height Calculation Policy* and have a maximum total floor area of 80m<sup>2</sup>.

### Special Rural and Rural land

Outbuildings on Special Rural zoned should comply with the following requirements;

- A maximum floor area of 120m<sup>2</sup>
- The height of the outbuilding is restricted to 11m except for structures required for agricultural uses
- The outbuilding/s should be screened by existing/proposed vegetation from adjoining properties and front boundaries
- Non-reflective materials and colours are required to protect the rural amenity of the locality
- The outbuilding must be located in the building envelope if one applies
- Setbacks from watercourses must be at least 100m unless determined otherwise by Council
- If there is no building envelope the setbacks are as follows;

### Special Rural

Any outbuilding must be setback from the front boundary a minimum of 30m and the side and rear boundaries a minimum of 10m in accordance with Council Policy PE.2 - *Setbacks for Development on Rural and Special Rural Zoned Land*

### Rural

Any outbuilding must be setback at least 60m from any lot boundary along Caves Road, Bussell Hwy and Brockman Hwy, and 30m for all other lot boundaries. The standard 30m setback may be reduced for rear and side setbacks if the proposal is compliant with the following criteria as prescribed in section B of PE.2 - *Setbacks for Development on Rural Land*.

## BRIDGE TOWN.

<b>TABLE 1 OUTBUILDINGS IN RESIDENTIAL ZONE</b>	
<b>1. OBJECTIVE</b>	The objective of these controls is to achieve a balance between: <ul style="list-style-type: none"> <li>• Providing for the legitimate garaging, storage and other domestic needs of people living in residential areas; and</li> <li>• Minimising the adverse impacts outbuildings may have on the amenity (eg peace and quiet), appearance and character of residential neighbourhoods, and on neighbours.</li> </ul>
<b>2. PERMITTED USES OF OUTBUILDINGS</b>	(a) Must be for legitimate residential purposes as detailed on application; (b) Use of outbuildings for commercial/business uses is not permitted (except where Council has granted approval for a home occupation); and (c) Use of outbuildings for human habitation is not permitted.
<b>3. STANDARD REQUIREMENTS</b>	(a) Building Licence Application required; (b) Setbacks in accordance with Town Planning Scheme unless variation approved; (c) Maximum area of outbuildings per lot - 80m <sup>2</sup> ; (d) Maximum wall height - 2.7 metres; and (e) Maximum ridge height - 4.2 metres.
<b>4. NON COMPLYING OUTBUILDINGS</b>	Applications for outbuildings that do not comply with the above standards will be assessed on a case by case basis and may be permitted subject to the following: <ul style="list-style-type: none"> <li>(a) Application being made for Planning Approval;</li> <li>(b) Demonstration that the larger size is required to satisfy specific domestic needs as detailed on the application submitted;</li> <li>(c) The lot being a minimum size of 1000m<sup>2</sup>;</li> <li>(d) Must be sited behind the front setback line for the dwelling;</li> <li>(e) Use of non-reflective materials or screening;</li> </ul>
	(f) Siting behind the front setback line for the dwelling; (g) The sizes not exceeding the following: <ul style="list-style-type: none"> <li>• Area on lot - 10% of the site area the where lot is less than 1500m<sup>2</sup> and lots over 1500m<sup>2</sup> have a maximum area on lot of 150m<sup>2</sup>;</li> <li>• Wall height - 3.0 metres;</li> <li>• Ridge height - 4.2 metres; and</li> </ul> (h) Screening from the street and neighbouring properties to the satisfaction of the Shire. (i) No objections being received from adjoining landowners.
<b>5. CONSULTATION</b>	Where an application for an outbuilding is made that does not comply with the Standard Requirements outlined in part 3 a copy of the proposal is to be referred to adjoining landowners for comment.
<b>6. NON PERMITTED OUTBUILDINGS</b>	Outbuildings, which do not meet the above requirements and receive unfavourable comment from adjoining landowners, will be referred to Council for consideration.

## BROOKTON

### 6.5 Maximum Floor Area

Table 2 outlines the maximum floor area as well as the maximum Combined Area (see Clause 6) that is permitted for each zone.

**Table 2 – Maximum Floor and Combined Areas:**

Zone	Type of Construction	Maximum Floor Area	Maximum Combined Area
Residential (R10 and above)	Zincalume and Colorbond	55m <sup>2</sup>	75m <sup>2</sup>
	Masonry	75m <sup>2</sup>	
Residential (below R10)	Zincalume	75m <sup>2</sup>	200m <sup>2</sup>
	Colorbond	150m <sup>2</sup>	
	Masonry	200m <sup>2</sup>	
Rural Residential and Rural Townsite	Zincalume	75m <sup>2</sup>	200m <sup>2</sup>
	Colorbond	150m <sup>2</sup>	
	Masonry	200m <sup>2</sup>	
Farming (lots less than 2ha)	Zincalume	75m <sup>2</sup>	200m <sup>2</sup>
	Colorbond	150m <sup>2</sup>	
	Masonry	200m <sup>2</sup>	
Farming (lots greater than 2ha)	All	400m <sup>2</sup>	N/A

Applications for outbuildings with a floor area or Combined Area greater than those outlined above must provide acceptable justification for the increased area prior to being referred to Council for consideration.

### 6.6 Outbuilding Height

The maximum wall and ridge height from natural ground level for outbuildings shall be as outlined in Table 3:

**Table 3 – Maximum Wall and Ridge Heights**

Zone	Maximum Wall Height	Maximum Ridge Height
Residential (R10 and above)	3.0m	4.0m
Residential (below R10)	3.0m	4.0m
Rural Residential and Rural Townsite	3.0m	4.0m
Farming (lots less than 2ha)	3.0m	4.0m
Farming (lots greater than 2ha)	5.0m	6.0m

Applications for outbuildings with a wall or ridge height greater than those outlined above must provide acceptable justification for the increased height prior to being referred to Council for consideration.

A barn shed may have a maximum ridge height of 250mm over the specified Maximum Ridge Height. Only the middle span of the structure may be over height.

#### **6.7 Construction Restrictions**

##### *Construction of Outbuildings on Land without a Constructed Dwelling*

The construction of an outbuilding on vacant land within the Residential, Rural Residential and Rural Townsite Zones will not be permitted without an application for the construction of a residence having been approved and construction having commenced.

The construction of outbuildings on vacant land zoned 'Farming' will only be supported where no provision is to be made for ablution facilities.

##### *Accommodation in Outbuildings*

Outbuildings shall not be approved for permanent occupation, temporary accommodation, tourist accommodation or commercial purposes with the exception of an approved home based business or cottage industry or other use(s) as approved by Council via a Planning Consent application or Scheme Amendment.

##### *Construction of 'Shed', 'Barn' or 'Chalet' Style Accommodation*

Construction of 'shed', 'barn' or 'chalet' style accommodation, regardless of structure or cladding type will be considered a habitable dwelling and will be required to meet all requirements of the Building Code of Australia for Class 1 buildings.

#### **6.8 Ablution Facilities**

Ablution facilities within outbuildings shall not be approved unless the outbuilding is associated with an existing or substantially commenced dwelling to reduce any occurrence of the outbuilding becoming a de-facto house. If the outbuilding is used in association with a commercial business, ablution facilities may be permitted.

#### **6.9 Landscaping / Screening of Outbuildings**

In all zones, screening by the provision of landscaped areas shall be provided at a density consistent with the typical type of remnant vegetation found in that area as determined by Council.

## BUSSELTON

**Table 1 Outbuilding Assessment and Approval Requirements**

Zoning of lot	Permitted total outbuilding area	Special Considerations and R Codes requirements
Residential and/or lots the subject of the R Codes	<p>A maximum of 60 sqm.</p> <p>A maximum of 90 sqm. subject to satisfying assessment requirements of provision 4.5 and with the consent of the adjoining land owner(s).</p>	<ol style="list-style-type: none"> <li>1. Detailed Area Plans and/or Development Guide Plans (DGP) may apply and may impose further restriction.</li> <li>2. Refer to Element 10 of the R Codes for specific development standards.</li> <li>3. Notwithstanding the acceptable Development provisions of the R Codes Cl 3.10.1 outbuildings with a wall height up to 2.7m and a ridge height up to 4.5m and setback in accordance with Table 2a of the R Codes may be approved without the requirement to satisfy the Performance Criteria of the R Codes.</li> </ol>
Rural Residential	<p>Maximum of 120 sqm or Maximum of 160 sqm subject to satisfying the requirements of provision 4.5 and with the consent of the adjoining land owner(s).</p> <p>Height to be determined by reference to the Scheme</p>	<p>Building envelopes, height restrictions and DGP's may apply to these lots and may impose further restrictions.</p>
Agriculture zone Viticulture/Tourism zone	<p>No limit subject to the provisions of the BCA and subject to satisfying the requirements of provision 4.5</p> <p>Height to be determined by reference to the Scheme</p>	<p>Landscape Value Areas may apply (Refer to schedule 1)</p>
Rural Landscape zone Conservation zone	<p>Maximum of 120 sqm or Maximum of 160 sqm subject to satisfying the requirements of provision 4.5 and with the consent of the adjoining land owner(s).</p> <p>Height to be determined by reference to the Scheme</p>	<p>Water storage tanks which are visible from any area outside the lot shall be painted to match adjacent dwellings or outbuildings and be entirely screened by planted vegetation.</p> <p>*building envelopes, height restrictions, DGP's and Landscape Value Areas may apply</p> <p>walls and roofing are to be constructed of non reflective materials and in colours other than white or silver and shall be of colours and textures that are essentially natural and earthy. Clause 88 (4)</p>
Bushland Protection Zone	<p>Maximum of 120 sqm subject to satisfying the requirements of provision 4.5.</p> <p>Height to be determined by reference to the Scheme</p>	<p>* Building envelopes and DGP's may be applicable to these lots.</p> <p>* Landscape Value Areas may apply (Refer to schedule 1)</p>

**SHIRE OF RAVENSTHORPE**  
**TOWN PLANNING SCHEME NO.5**  
**LOCAL PLANNING POLICY NO.11 –**  
**OUTBUILDINGS IN THE RESIDENTIAL AND TOWN**  
**CENTRE ZONES**

The following Acceptable Development provisions replace those contained in section 3.10.1 A1 of the R-Codes.

'As of Right' Outbuildings are:

- AD1. Not to be attached to a dwelling;
- AD2. To be non-habitable (i.e. not used for residential purposes);
- AD3. To have a maximum floor area of 60m<sup>2</sup> or 10% in aggregate of the site area, whichever is the lesser;
- AD4. To ensure that the collective floor area of all outbuildings on the property does not exceed 60m<sup>2</sup> or 10% in aggregate of the site area, whichever is the lesser. This excludes carports and other non-enclosed structures, attached garages and garden sheds with a floor area less than 5.0m<sup>2</sup>;
- AD5. Not to exceed a wall height of 3.0m, or 2.4m where the outbuilding is located on or less than 1.0m from a boundary;
- AD6. Not to exceed a roof ridge height of 4.5m, or 3.9m where the outbuilding is located on or less than 1.0m from a side or rear boundary;

**SHIRE OF RAVENSTHORPE**  
**TOWN PLANNING SCHEME NO.5**  
**LOCAL PLANNING POLICY NO.1 –**  
**OUTBUILDINGS IN THE RURAL CONSERVATION**  
**AND RURAL SMALL HOLDING ZONES**

**5. DEVELOPMENT GUIDELINES**

**5.1 Floor area**

The following maximum floor area for a single outbuilding and the combined floor area for all outbuildings on a single lot will apply, dependent on the size of the lot:

Lot Size	Maximum Outbuilding Size	Maximum Combined Area of all Outbuildings
Under 2ha	150m <sup>2</sup>	150m <sup>2</sup>
2ha-5ha	200m <sup>2</sup>	200m <sup>2</sup>
Over 5ha	250m <sup>2</sup>	300m <sup>2</sup>

Any outbuilding that does not meet the above floor area limitations will require the approval of full Council.

**5.2 Height**

A maximum wall height of 3.8 metres above natural ground level applies.

A maximum roof ridge height of 4.5 metres above natural ground level applies.

Any outbuilding that does not meet the above wall and ridge height limitations will require the approval of full Council.



CAPEL

Zone	Max. Floor Area (m <sup>2</sup> ) Reflective Cladding	Max. Total Floor Area (m <sup>2</sup> ) Non-Reflective Cladding	Max. Wall Height (m)	Boundary Setbacks (m)			Other Requirements
				Front	Rear	Side	
Special Rural	100	200 *	5	20	20	20	Where a building envelope has been specified on a lot outbuildings shall be located therein
Residential R2, R2.5, R5	75	150	4.5	As for a Dwelling			Where a building envelope has been specified on a lot outbuildings shall be located therein
Residential R10, R12.5, R15	45	80	3.5	As for a Dwelling	As for Dwelling side setback		Where a parapet wall is proposed written agreement from adjoining owner is required

Where Council determines that the reflective nature of any cladding will not adversely affect the visual amenity of a locality due to the topography of a lot or the density of natural vegetation it may relax the requirement for non-reflective cladding to be used where maximum floor area of an outbuilding exceeds 100m<sup>2</sup>.

CORRIGIN

#### 5.6.12 Outbuildings - Setbacks, Size and Construction Type

Within all Residential, Rural Residential, Town Centre or Special Use zoned land and on Rural zoned lots with an area of 2 ha or less, planning approval may be granted to outbuildings appurtenant to any dwelling, provided all boundary setbacks and building separation requirements have been complied with, the building is of single storey construction, located behind any dwelling on site and provided the proposed development complies with the following:

5.6.12.1 In the Residential, Town Centre and Special Use Zones of the Shire, where the lot size is 1500 m<sup>2</sup> or less in area:-

- (a) Non-masonry construction, where the total non-masonry outbuilding area does not exceed 55 m<sup>2</sup> and the total outbuilding area does not exceed 75 m<sup>2</sup>;
- (b) Masonry construction and/or where the total outbuilding area has walls constructed of the same materials and appearance as the house and does not exceed 75m<sup>2</sup> and no parapet wall is greater in length than 8 metres;
- (c) Wall height of any outbuildings not to exceed 3 metres, this height limitation also applies to parapet walls - in the case of gable roof construction the maximum building height is not to exceed 4 metres;

5.6.12.2 In the Residential, Rural Residential, Town Centre and Special use Zones where the lot size is over 1500m<sup>2</sup>, and on rural zoned lots with an area of 2 ha or less:-

- (a) Non-masonry zincalume construction, where the total zincalume outbuilding area does not exceed 55 m<sup>2</sup> and the total outbuilding area does not exceed 130m<sup>2</sup>;
- (b) Non-masonry colourbond construction, where the total colourbond outbuilding area does not exceed 75m<sup>2</sup> and the total outbuilding area does not exceed 130m<sup>2</sup>;
- (c) Masonry construction and/or where the total outbuilding area has walls constructed of the same materials and appearance as the house and does not exceed 130m<sup>2</sup>;
- (d) Wall height of any outbuilding not to exceed 4 metres, this height limitation also applies to parapet walls - in the case of a gable roof construction the maximum building height is not to exceed 5 metres;

## BOYUP BROOK

### MAXIMUM DIMENSIONS

Maximum permissible outbuilding area dimensions will be as follows: -

Zone	Maximum individual outbuilding area (m <sup>2</sup> )	Maximum total outbuilding area (m <sup>2</sup> )	Maximum height (m)
Residential/Urban Blocks 1012m <sup>2</sup> or less	80	100	3.0
Residential/Urban blocks greater than 1012m <sup>2</sup>	100	120	4.5
Special Rural	150	200	4.5 single storey 6.0 two storey
Rural	No maximum area	No maximum area	No maximum height

## COLLIE

### 4.4 Size of outbuilding in relation to lot size

Outbuildings may be approved in accordance with the following criteria:

Block area	Maximum size outbuildings
700 m <sup>2</sup> or less	64 m <sup>2</sup>
701-1,000 m <sup>2</sup>	81 m <sup>2</sup>
1,001 m <sup>2</sup> upwards	100 m <sup>2</sup>
Rural Residential zoned lots	200 m <sup>2</sup>

Should standard size factory manufactured sheds only be not more than 10% larger than the maximum size then the local government may exercise discretion in issuing approval based upon height, location and the area amenity.

### 4.5 Maximum outbuilding heights

On lots zoned Residential or on other zoned lots of area less than 4000m<sup>2</sup>, a maximum wall height of 3.0 metres and a maximum apex height of 4.2 metres may be approved.

MANDURAH

**Local Planning Policy No 1  
Residential Design Guidelines  
Design Element D – Outbuildings**



**3.3 Area of Outbuildings**

The area of outbuildings shall be as follows:

- (a) For lots less than 600 square metres the maximum area of outbuilding shall be equal to 10% of the lot area.
- (b) For lots greater than 600 square metres the aggregate floor area for outbuildings shall be 60 square metres plus 2.5 square metres for every 100 square metres of property area in excess of 600 square metres as provided in Figure 1.
- (c) For lots with an area of more than 10 000 square metres, the floor area of outbuildings may be determined subject to the outbuilding being constructed of a design material approved by the City of Mandurah and placed on the property so as not to detract from the amenity of the surrounding area.

A lean to, carport, patio or verandah that is open on at least two sides and not less than one-third of its perimeter may not be counted as part of the area of an outbuilding, if it is considered that the proposal is not considered to have a significant impact on an adjoining owner or the streetscape.

**3.2 Height of Outbuildings**

The height of outbuildings shall be as follows:

- (a) Outbuildings that have a coloured finish, such 'colorbond', brickwork or painted fibre cement on lots which have an area of 600 square metres or more, shall have a maximum wall height of 3.0m and a maximum roof height of 4.2m.
- (b) Outbuildings with walls finished in zincalume, unpainted fibre cement or similar shall have a maximum wall height of 2.4m and maximum height to apex of 3m.
- (c) For lots less than 600 square metres, the maximum height shall be 2.4m with a maximum roof height of 4.2m.
- (d) On lots with an R-code of R2.5 or lower, a maximum wall height of 4m and a maximum height of 5m to the apex may be considered where the amenity of the adjoining properties is not undermined. Notwithstanding part 3.2(c) external finishes of such outbuildings are at the discretion of the City.

The height of the wall and apex shall be determined in accordance with the definition and explanation for the height of a wall prescribed in the R-Codes, with the exception that it shall be measured from the finished ground level in the location it is being constructed rather than from natural ground level at the boundary. (NB: a gable end is not considered to be a wall in terms of the height specified in this section).

## PLANTAGENET

*Shire of Plantagenet*

*Town Planning Policy No. 16 - OUTBUILDINGS*

- 5) The Council will consider the visual amenity of residential areas and the safety of pedestrians when determining approvals for outbuildings to be located on a lot boundary.
- 6) Outbuildings proposed for Residential zones are limited to being single storey with a maximum wall height of 3m and a maximum cumulative total floor area of 80m<sup>2</sup>.
- 7) Outbuildings proposed for Rural Residential and Landscape protection zones are limited to have a maximum wall height of 3.5m and a maximum cumulative total floor area of 150m<sup>2</sup>.
- 8) Outbuilding proposed for Rural Smallholding zones are limited to have a maximum wall height of 3.5m and a maximum cumulative floor area of 200m<sup>2</sup>.
- 9) Outbuildings proposed for Rural zones are not limited in respect to wall height or cumulative floor area.

MANJIMUP.

SHIRE OF MANJIMUP  
6. LOCAL PLANNING POLICIES  
6.1.18 Outbuildings  
Page 1 of 1

### 6.1.18 Outbuildings

#### Size of Outbuildings

Maximum area for outbuildings are as follows:

Residential Zone	150m <sup>2</sup>
Special Residential Zone	150m <sup>2</sup>
Special Rural Zone	200m <sup>2</sup>

The maximum floor areas nominated above are the total gross area of all outbuildings on the site excluding garages or carports that are substantially attached to the dwelling.

This requirement only applies to properties up to and including 5 hectares in area.

Any proposals for outbuildings of a greater size than that specified shall be referred to Council for consideration. Council shall consider the size and height of the outbuilding, the size of the lot on which it is proposed, the outbuildings colour, setback from boundaries and extent of vegetation screening, together with comments from nearby affected landowners when assessing such proposals, before providing a decision.

ITEM 7.5

**PART 3—ADVERTISING SIGNS ON THOROUGHFARES**

*Division 1—Preliminary*

**3.1 Interpretation**

In this Part, unless the context otherwise requires—

“**advertising sign**” means a sign used for the purpose of advertisement and includes an “election sign”;

“**direction sign**” means a sign which indicates the direction of another place, activity or event, but does not include any such sign erected or affixed by the local government or the Commissioner of Main Roads;

“**election sign**” means a sign or poster which advertises any aspect of a forthcoming Federal, State or Local Government election; and

“**portable sign**” means a portable free standing advertising sign.

*Division 2—Permit*

**3.2 Advertising signs**

(1) A person shall not, without a permit—

(a) erect or place an advertising sign on a thoroughfare; or

(b) post any bill or paint, place or affix any advertisement on a thoroughfare.

(2) Notwithstanding subclause (1), a person shall not erect or place an advertising sign—

(a) on a footpath;

(b) over any footpath where the resulting vertical clearance between the sign and the footpath is less than 2.5m;

(c) on or within 3m of a carriageway;

- (d) in any other location where, in the opinion of the local government, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare; or
- (e) on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.

**3.3 Matters to be considered in determining application for permit**

In determining an application for a permit for the purpose of clause 3.2(1), the local government is to have regard to—

- (a) any other written law regulating the erection or placement of signs within the district;
- (b) the dimensions of the sign;
- (c) other advertising signs already approved or erected in the vicinity of the proposed location of the sign;
- (d) whether or not the sign will create a hazard to persons using a thoroughfare; and
- (e) the amount of the public liability insurance cover, if any, to be obtained by the applicant.

*Division 3—Conditions on permit*

**3.4 Conditions on portable sign**

If the local government approves an application for a permit for a portable sign, the application is to be taken to be approved subject to the following conditions—

- (a) the portable sign shall—
  - (i) not exceed 1m in height;
  - (ii) not exceed an area of 1m<sup>2</sup> on any side;
  - (iii) relate only to the business activity described on the permit;
  - (iv) contain letters not less than 200mm in height;
  - (v) not be erected in any position other than immediately adjacent to the building or the business to which the sign relates;
  - (vi) be removed each day at the close of the business to which it relates and not be erected again until the business next opens for trading;
  - (vii) be secured in position in accordance with any requirements of the local government;
  - (viii) be placed so as not to obstruct or impede the reasonable use of a thoroughfare or access to a place by any person; and
  - (ix) be maintained in good condition; and
- (b) no more than one portable sign shall be erected in relation to the one building or business.

**3.5 Conditions on election sign**

If the local government approves an application for a permit for the erection or placement of an election sign on a thoroughfare, the application is to be taken to be approved subject to the sign—

- (a) being erected at least 30m from any intersection;
- (b) being free standing and not being affixed to any existing sign, post, power or light pole, or similar structure;
- (c) being placed so as not to obstruct or impede the reasonable use of a thoroughfare, or access to a place by any person;
- (d) being placed so as not to obstruct or impede the vision of a driver of a vehicle entering or leaving a thoroughfare or crossing;
- (e) being maintained in good condition;
- (f) not being erected until the election to which it relates has been officially announced;
- (g) being removed within 24 hours of the close of polls on voting day;
- (h) not being placed within 100m of any works on the thoroughfare;
- (i) being securely installed;
- (j) not being an illuminated sign;
- (k) not incorporating reflective or fluorescent materials; and
- (l) not displaying only part of a message which is to be read with other separate signs in order to obtain the whole message.



## POLICING OF SIGNS ON COUNCIL RESERVES

Issued: March 2000

### Objective:

Within the City of Albany there has been a continuous build up of A framed and portable signs within Council road and recreational reserves. Those signs are owned by private citizens and by businesses and they pose a threat to motorists and pedestrians using the reserves. In addition, they detract from the amenity of an area and they become ineffective when the messages on the sign are too complicated or there is a proliferation of signage along a road.

An ad hoc approach has been taken by the City of Albany to policing of unauthorised signs on reserves and the following operational guidelines will be applied and enforced as of the 13<sup>th</sup> March 2000. Persons ( whether they are businesses or residents) placing signs on reserves without the appropriate license also face a potential fine of \$500 if found guilty of an offence under the Sign Local Laws existing within the City of Albany.

### General Principles:

1. The use of protruding metal objects (including star pickets and anchoring pins) on sign on a reserve, creating the potential for injury to a pedestrian, will result in the sign being removed from the reserve, notwithstanding that it may comply with other guidelines.
2. A sign located on private property which is blown onto a reserve will be treated as a sign on the reserve for the purposes of these guidelines.
3. A shopping trolley will be treated as sign for the purposes of these guidelines. Persons caught depositing a trolley on a reserve may be subject to the penalty provisions of the Litter Act.
4. No sign shall obstruct a footpath or be located within 600 mm of the kerb, or where no kerb exists the edge of the road, where the sign is displayed.
5. These guidelines do not apply to a sign(s) located on private property. That sign may require a licence pursuant to the City of Albany's Signs Local Laws.
6. A person wishing to place a sign on a reserve which does not comply with these guidelines shall apply to Council and have the non complying sign registered.
7. Council reserves the right to relocate or remove signs placed in accordance with these guidelines where an officer considers that traffic or public safety may be compromised.
8. No balloons, flagging or bunting shall be attached to a sign on a road reserve.

Properties For Sale:

All real estate "For Sale" signs are to be located on private property and they must relate to the property for sale. Council does not support signs which encroach upon reserves to increase exposure of the property to potential purchasers, including those located in minor cul-de-sacs.

A maximum of three (3) only "Home Open for Inspection" signs are permitted to be displayed on road reserves 2 hours prior to the published time the home is to be open and for a period of 30 minutes after the published closing time. The signs are to be located in positions which provide guidance to the site and multiple signage at a single road intersection by a real estate company is not permitted.

Vehicles Used for Advertising:

Vehicles deliberately left on reserves for the purpose of advertising a business or product contravene the Local Law and can be subject to an infringement notice.

Vehicles, boats and household items placed on reserves for the purposes of being offered for sale can also be subject to an infringement notice.

Special Events:

Signage for all special events shall comprise a maximum of 3 individual signs which can be a combination of banners or temporary signs.

Clubs which run regular meeting programmes (trotting, speedway, etc.) and organisers of annual events should register their programmes with Council and arrange for a fixed location to display upcoming events. Organisers of regular sporting (eg. speedway) and occasional community events (eg. car park sales) may display upcoming events 4 days prior to the event and the signs must be removed within 1 day of the event concluding.

Organisers of "One Off" events (eg. jazz festival) may display the upcoming event 14 days prior to the event and the sign must be removed within 3 days of the event concluding.

Weekend Activities:

Service Stations may be permitted to place 3 signs no larger than 0.5 sq. m. in area advising that they are open on the day that they are open. The signs are to acknowledge the name of the service station (by brand or name) and its location. Any sign carrying ancillary advertising will be removed.

Churches may place a maximum of 2 signs no greater than 1.0 sq.m. in area upon a reserve 2 hours prior to a Sunday Service and the signs are to be removed within 30 minutes of the service concluding.

Persons conducting Garage Sales are encouraged to use published signs affixed to solid items (mobile garbage bins, plastic crates, etc.). A maximum of 3 signs are permitted for a single sale site. (Note: where a landowner holds more than 3 garage sales per annum they will be treated as a business and require Council approval.) Failure to remove damaged signs, or the cardboard or paper containers they are attached to, at the conclusion of the garage sale constitutes a littering offence.

Weekend Traders (selling bread, milk, papers, tackle, nursery items etc.), other than those in the Central Business District and Local Shopping Centres, may display one sign no greater than 1.0 sq. m. advising motorists of the name of the business and that the business is open. The sign is to be located in front of the business, it is to be displayed only on Saturday afternoons and Sundays when the business is open and it shall contain no advertising of products sold in the business.

Rural Activities:

The advertising and selling of commodities produced in rural areas requires Council approval.

Policing:

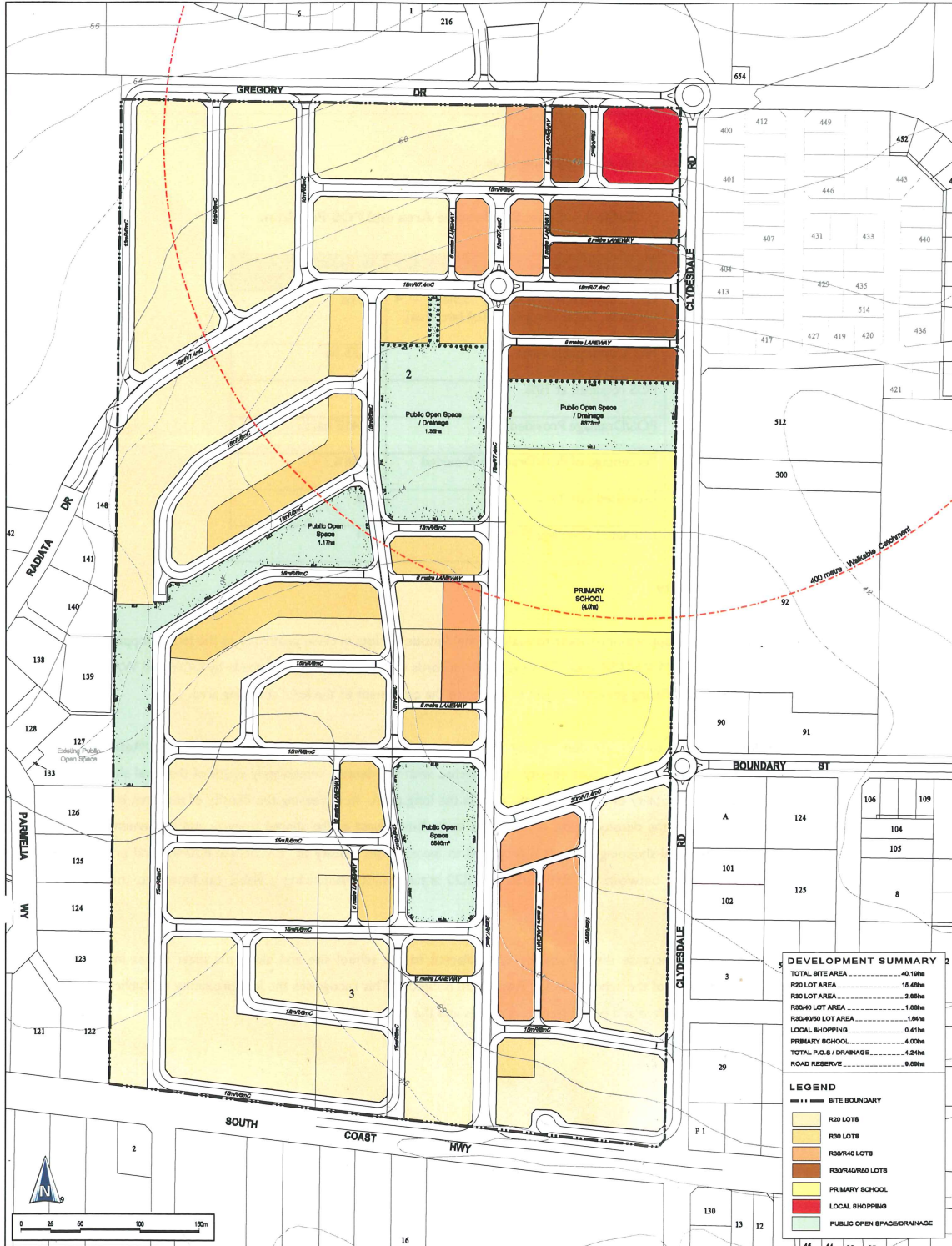
Policing of these guidelines will commence on the 13<sup>th</sup> March 2000 and Council officers will remove offending signs from reserves without referral to the offending party. The Signs will be stored and disposed off after 60 days. Up until the 1<sup>st</sup> July 2000 a "phasing in" period will apply and offenders can claim their signs upon payment of a storage fee of \$15 per sign. No offending signs will be returned after the close of the "phase in" period.

Contact Information:

All inquiries should be directed to the City of Albany, P.O. Box 484, ALBANY. 6331. Telephone 9841 9333 Facsimile 9841 9222.



ITEM 7.6



LOTS CONTIGUOUS WITH FOR WILL BE SUBJECT TO DESIGN GUIDELINES. FOR EXAMPLE:  
 \*\*\*\*\* A RESTRICTIVE CONDITION RESERVING A HABITABLE ROOM TO BE ORIENTED TOWARDS THE FOR WILL BE IMPOSED ON TITLES. THE DEVELOPER WILL INITIAL OPEN ASPECT  
 \*FOOT FENCING ALONG THE LOT / FOR COMMON BOUNDARY.

NOTES

Base data supplied by Viner Corporation, Projection MGA04  
 Areas and dimensions shown are subject to final survey calculations.  
 All measurements are shown for illustrative purposes only and are subject to detailed engineering design.  
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DATE: 12 June 2008  
 SCALE: 1:2,000 @ A2 / N.T.S. @ A3  
 PLAN NO: 3092\_7-2-00 1.d.dgn  
 REVISION: 0  
 PLANNER: T.C.D.  
 DRAWN: M.H.

Property Description:  
**Lots 1, 2 & 3 South Coast Highway, ALBANY**

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**RPS koltasz smith**  
 TOWN PLANNING PROJECT MANAGEMENT URBAN DESIGN DEVELOPMENT CONSULTING  
 141 Burwood Road BURWOOD WA 6100 Tel: (08) 9488 2222 Fax: (08) 9488 2233  
 PO Box 127 BURWOOD WA 6100 Email: Perth@rps.com.au

FIGURE 8

MODIFIED STRUCTURE PLAN

LOCAL GOVERNMENT ACT 1995

CITY OF ALBANY

ANIMALS LOCAL LAW 2001

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Albany resolved on 18<sup>th</sup> December 2001 to make the following local law.

ARRANGEMENT

PART 1—PRELIMINARY.....	CLAUSES 1-5
PART 2—DOGS.....	CLAUSES 6-13
PART 3—APPROVED DOG KENNEL ESTABLISHMENT.....	CLAUSES 14-21
PART 4—LIVESTOCK.....	CLAUSES 22-26
PART 5—PIGEONS.....	CLAUSES 27-35
PART 6—BEES.....	CLAUSES 36
PART 7—ANIMALS, BIRDS & POULTRY.....	CLAUSES 37-49
PART 8—MISCELLANEOUS.....	CLAUSES 50-52
PART 9—PENALTIES.....	CLAUSES 53-57
SCHEDULES 1-4	

PART 1—PRELIMINARY

**Citation**

1. This local law may be cited as the *City of Albany Animals Local Law 2001*.

**Commencement**

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

**Repeal**

3. (1) The Local Laws of the Shire of Albany described as "*Local Laws Relating to Keeping of Bees*" and published in the *Government Gazette* on 4 August 1965 and amended from time to time, are repealed;

(2) The Local Laws of the Shire of Albany described as "*Local Laws Relating to Dogs and Dog Kennels*" and published in the *Government Gazette* on 21 May 1982 and amended from time to time, are repealed;

(3) The Local Laws of the Town of Albany described as "*Local Laws Relating to Dogs (No 25)*" and published in the *Government Gazette* on 28 July 1989 and amended from time to time, are repealed.

**Application of Local Law**

4. This local law applies throughout the district.

**Definitions**

5. In this local law unless the context otherwise requires—

"Act" means the *Local Government Act 1995*;

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

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

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

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

"authorised person" means a person authorised by Council under Section 9.10 of the Act, to carry into effect the provisions of this local law;

"beehive" means a moveable or fixed structure, container or object in which a colony of bees is kept;

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

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

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

- "cattery keeper"** means a person registered to keep a cattery;
- "certificate of registration"** means a certificate of registration to keep pigeons issued pursuant to this local law;
- "CEO"** means the Chief Executive Officer of the local government;
- "City"** means the City of Albany;
- "Code of Practice"** means the Code of Practice—Pigeon Keeping and Pigeon Racing, International Standard Book Number (ISBN 0 958 6677 0 5), Part 1 (ISBN 0 958 6677 2 1), Part 2 (ISBN 0 958 6677 1 3) published May 1994 as amended from time to time and approved by the Pigeon Racing federation of WA (Incorporated) and the Independent Racing Pigeon Federation Inc;
- "Council"** means the council of the City of Albany;
- "cow"** includes an ox, calf or bull;
- "district"** means the district of the City of Albany and includes any area placed under the jurisdiction of the City pursuant to any Act or Regulation;
- "Dog Act"** means the *Dog Act 1976*;
- "environmental health officer"** means an environmental health officer appointed by the City of Albany under the *Health Act 1911* and includes an acting or assistant environmental health officer;
- "food premises"** means a premises where food is stored, kept, prepared, manufactured, processed, cooked or served or otherwise dealt with for subsequent sale to the public;
- "grouped dwelling"** means a dwelling which is one of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above another, except where special conditions of landscape or topography dictate otherwise;
- "horse"** includes an ass, mule, donkey, Shetland pony, pony or miniature horse;
- "land"** means land in the district and includes houses, buildings, works and structures, in or upon the land;
- "large animal"** includes a sheep, cow, goat, horse, deer, alpaca, pig (excluding a miniature pig) or any other animal so classified by the local government;
- "livestock"** means any horse, cattle, sheep, goat, swine, buffalo, deer, camel, llama and alpaca;
- "lot"** means a defined portion of land for which a separate certificate of title has been issued and includes a strata lot;
- "multiple dwelling"** means a dwelling in a group of more than one where any part of a dwelling is vertically above part of any other;
- "nuisance"** means—
- (a) Injurious or dangerous to the health of another person of normal susceptibility, or any activity, thing, condition, circumstances or state of affairs caused or contributed to by a person which has a disturbing effect on the state of reasonable physical, mental or social well-being of another person;
  - (b) any thing a person does or permits or causes to be done which interferes with the enjoyment or safe use by another person of any public place; or
  - (c) any thing a person does on public or private land which unreasonably detracts from or interferes with the enjoyment or value of land owned by another person, provided that any thing done in accordance with the law or a legal right or which is consistent with the standard of behaviour in the relevant locality shall not be unreasonable for the purpose of this local law;
- "pigeon"** includes homing pigeon and racing pigeon;
- "poultry"** means any domestic fowl or chicken, bantam, duck, goose, guinea fowl, pheasant, turkey, peahen or peacock;
- "pound"** means a building or yard established by Council or an authorised person for the impounding of dogs or animals for the purposes of this local law;
- "public place"** means any place to which the public has access;
- "reserve"** means any land—
- (a) which belongs to the local government;
  - (b) of which the local government is the management body under the *Land Administration Act 1979*; or
  - (c) which is an "otherwise unvested facility" within section 3.53 of the Act.
- "residential area"** means any land situated within a residential zone as classified by the town planning scheme and includes land predominantly used for residential purposes;
- "rural area"** means any land situated within a rural zone as classified by the town planning scheme;
- "special residential"** means any land situated within a special residential zone as classified by the town planning scheme;
- "special rural zone"** means any land situated within a special rural zone as classified by the town planning scheme;

15 January 2002

GOVERNMENT GAZETTE, WA

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

"town planning scheme" means a town planning scheme made by Council under the *Town Planning and Development Act 1928* which applies throughout the whole or a part of the district;

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

(a) constituted under section 26(2) of the *Land Administration Act 1997*; or

(b) referred to in clause 37 of Schedule 9.3 of the Act

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

#### PART 2—DOGS

##### Pound

6. Council may establish and maintain a pound or pounds for the impounding of dogs seized pursuant to the provisions of the Dog Act or this local law.

##### Impounding Dogs

7. A dog seized by the Police or by a person authorised by Council may be placed in a pound.

##### Pound Fees

8. The following are to be imposed and determined by Council under sections 6.16-6.19 of the *Local Government Act 1995*—

(a) The charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;

(b) The additional fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and

(c) The costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

##### Prohibited Areas

9. (1) The owner or person liable for the control of a dog, other than a person with vision impairment or who is a trainer accompanied by a bona fide guide dog, shall prevent the dog from entering or being in or on any of the following places—

(a) A public building;

(b) A theatre, picture garden or recreation hall;

(c) A house of worship;

(d) A shop or other business premises (excluding a pet shop or veterinary clinic);

(e) A construction, building or demolition site; or

(f) The land specified in the Second Schedule to this local law.

##### Dog Exercise Areas

10. (1) Subject to clause 9, the land specified in the Third Schedule to this local law is designated as Dog Exercise Areas for the purposes of the Act.

(2) Any person bringing a dog on to a dog exercise area shall keep that dog under control so that it does not—

(a) endanger any person or other dog; or

(b) Unreasonably disturb or interrupt the reasonable use of the dog exercise area by any person or other dog.

(3) Subclause (1) does not apply to—

(a) Land which has been set apart as a children's playground;

(b) An area being used for sporting or other activities, as permitted by Council, during the times of such use; or

(c) A car park.

##### Fouling of Streets and Public Places

11. Any person liable for the control of a dog who permits that dog to excrete on any street or public place or on any land within the district without the consent of the occupier of that land commits an offence unless the excreta is removed forthwith and disposed of either on private land with the written consent of the occupier or in such other manner as Council may approve.

##### Fencing Requirements

12. The owner or occupier of premises within the district on which a dog is kept shall cause the portion of those premises on which the dog is kept to be fenced in a manner capable of confining the dog to that portion, and in particular shall ensure that—

(1) Any fence or wall used to confine the dog shall be of the type, height and construction which, having regard to the species, age, size and physical condition of the dog prevents the dog from passing over, under or through the fence;

- (2) Any gate or door within the fence is kept closed at all times except when the dog is not on the premises, however nothing in this section shall prevent a person from opening the gate, in order to immediately enter or leave the premises; and
- (3) Every gate or door within a fence has been fitted with a self-closing/self-latching and/or permanently locking mechanism and the gate or door is maintained in good order and condition.

Sub-clauses (1), (2) and (3) shall not apply to any rural area.

#### Limitation on Number of Dogs

13. A person shall not, without the approval of an authorised person, keep or permit to be kept on any premises more than—

- (a) 2 dogs over the age of 3 months and the young of those dogs under that age; or
- (b) 6 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a rural area

Unless the premises are licensed as an approved kennel establishment or have been granted an exemption pursuant to Section 26(3) of the Dog Act and have planning approval under the town planning scheme.

#### Footnote:

The provisions of Section 29 of the Dog Act will apply to dogs seized and placed in a pound in relation to—

- Notification of Owner;
- Release of dogs from the pound;
- Sale of dogs; and
- Destruction of dogs.

### PART 4—LIVESTOCK

#### Livestock Not to Stray

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

#### Property to be Fenced

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

#### Livestock may be Impounded

24. (1) An authorised person may impound livestock found straying in contravention of clause 22.
- (2) Livestock being impounded shall be placed in—
  - (a) A pound established and maintained by Council; or
  - (b) A secured portion of private property with the consent of the property owner.

#### Horse Exercise area

25. (1) Council may set aside a reserve or foreshore or portion of a reserve or foreshore as an area upon which a person may ride or drive a horse or into which a person may bring a horse.
- (2) A person shall not ride, drive or bring a horse onto a reserve or foreshore or any part thereof that has not been set aside for that purpose.
- (3) A person shall not ride, drive, exercise or train a horse on any part of a reserve or foreshore set aside under subsection (1) faster than walking pace or in a manner so as to create a danger or become a nuisance to the public, to any person or to any animal.
- (4) Subclause (3) does not apply to—
  - (a) The training of horses between dawn and 9.00am
  - (b) The wading or swimming of horses between—
    - (i) 9.00am and 11.00am; and
    - (ii) 1.00pm and 3.00pm.
- (5) A person shall not ride, drive or bring a horse onto a reserve or foreshore or any part thereof that is set aside specifically for the exercise of dogs.
- (6) A person may exercise a dog on an area of reserve or foreshore set aside as a horse exercise area provided the dog remains under full control on a leash at all times.
- (7) All that section of Reserve No. 14789 (Middleton Beach) as shown delineated in black and stippled on the diagram in the Fourth Schedule is a designated horse exercise area.

#### Fouling of Public Places

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

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GOVERNMENT GAZETTE, WA

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Clause	Description	Modified Penalty \$
<b>Part 7—Animals, Birds and Poultry—continued</b>		
44(3)	Fail to cover the carcass of dead animal with lime before burial on any rural or special rural area	100
44(4)	Fail to dispose of dead animal at an approved disposal site	100
45(1)	Keep an ostrich or emu on any land in residential area or land zoned commercial or industrial	100
45(2)	Keep an ostrich or emu on any special rural area without written approval of the local government	100
45(3)	Keep more than 3 adult pairs of ostrich or emu for each 2 hectares or single pair in less than 0.1 hectares	100
46(1)	Keep or suffer to remain in a residential area a rooster, turkey, goose or geese, peacock or a peahen	100
46(2)	Keep or permit to be kept in any residential area any poultry, not in accordance with conditions of this local law	100
47	Keep or permit to be kept in any special rural area any poultry, not in accordance with conditions	100
48	Keep or permit to be kept in any rural area more than 50 head of poultry without the written approval of the local government	100
<b>Miscellaneous</b>		
	Other offences not specified	100

*Second Schedule*

CITY OF ALBANY

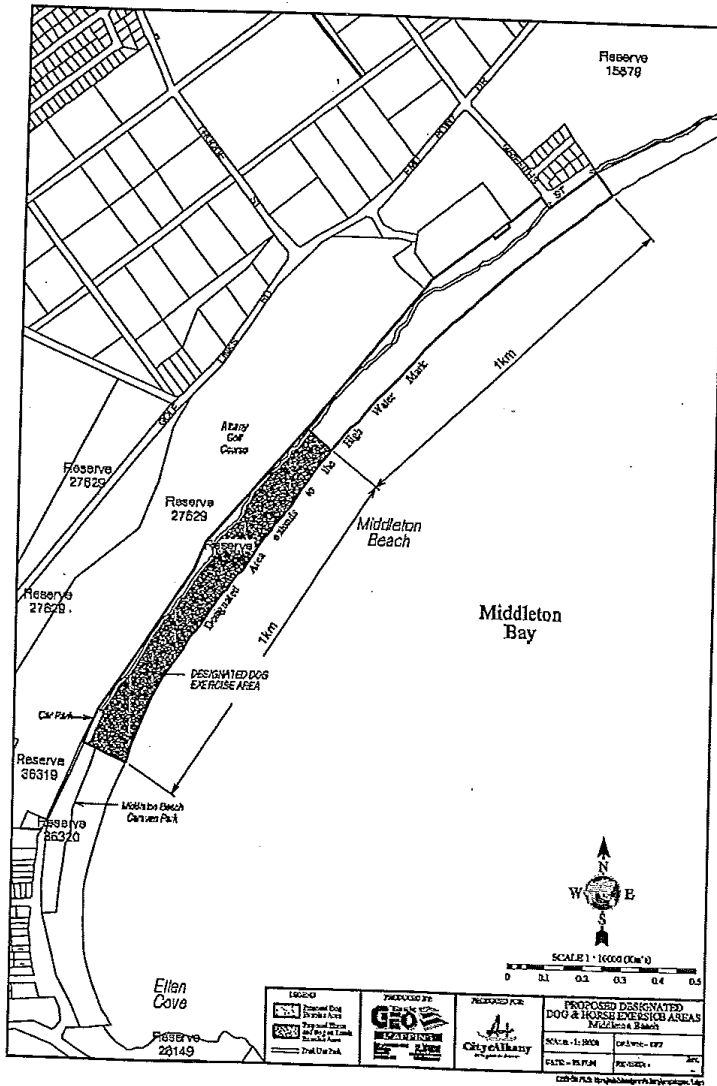
ANIMALS LOCAL LAW 2001

PROHIBITED DOG EXERCISE AREAS

1. Emu Beach and that area known as Emu Point being portions of Reserve 14789 east of the prolongation of Griffith Street and Reserve 22698 south of the prolongation of Bedwell Street and for a distance of fifty (50) metres inland from the high water mark.
2. Middleton Beach and Ellen Cove being all that area of Reserve 14789 and Reserve 26149 bordered by the prolongation of the Ellen Cove Jetty to the South, the prolongation of the northern boundary of Lot 1340 Reserve 36320 (Middleton Beach Caravan Park) to the north.
3. Cosy Corner being that portion of Reserve 26221 from the low water mark in a foreshore corridor one hundred and ten (110) metres wide extending from the most northern point of Reserve 24547 to a westerly prolongation of the most northerly point of Migro Island.
4. Frenchman Bay being that portion of Reserve 26221 from the low water mark in a foreshore corridor seventy (70) metres wide extending from a parallel alignment twenty metres south of the prolongation of the most southern side boundary of Plantagenet Location 2104/2471, Lot 233 La Perouse Road to the prolongation of the eastern boundary of Plantagenet Location 2471, Lot 13 St Georges Crescent, Frenchman Bay.
5. Cheyne Beach being that portion of Reserve 878 from the low water mark in a foreshore corridor fifty (50) metres wide extending from the prolongation of the eastern boundary of Lot 12 Kybra Road of Reserve 878, Cheyne Beach to the most easterly boundary of Reserve 878.
6. Cape Riche being the whole of Reserves 1010 and 33850 together with the beach foreshore location defined by the low water mark and the northern boundary of Reserve 1010 and by the northern prolongations of the west and east boundaries of Reserve 1010.
7. Nanarup Beach being that portion of the beach foreshore defined by the low water mark and the southern boundary of Plantagenet Location 416, Lot 6 fronting Nanarup Road and by the prolongation south easterly of the southernmost southwestern boundary of Plantagenet Location 406, Lot A88 fronting Nanarup Road and the prolongation south easterly of the southernmost southwestern boundary of Plantagenet Location 416, Lot 6 fronting Nanarup Road.
8. Whalers Beach being that portion of Reserve 21337 from the low water mark in a foreshore corridor one hundred and ten (110) metres wide extending from the prolongation of the north eastern boundary of Plantagenet Location 7584, Lot 1 fronting Frenchman Bay Road, Frenchman Bay to the prolongation of the most western boundary of the same lot.

*Third Schedule*  
 CITY OF ALBANY  
 ANIMALS LOCAL LAW 2001  
 DOG EXERCISE AREAS

1. Reserve 36617, Lot 7457, Orana.
2. Reserve 25356, Clifton Street, Lockyer.
3. Reserve 25382, Apex Park (Place of Heritage Value), Lockyer.
4. Reserve 35088, Lot 7380 bordered by Barnesby Drive and Yakamia Creek, Yakamia.
5. Foundation Park, Parade Street.
6. Drain Reserve 7229 on Lots 312 and 315 Cockburn Road, Mira Mar.
7. All that section of Reserve 14789 (Middleton Beach) as shown delineated in black and stippled on the diagram in the following diagram—

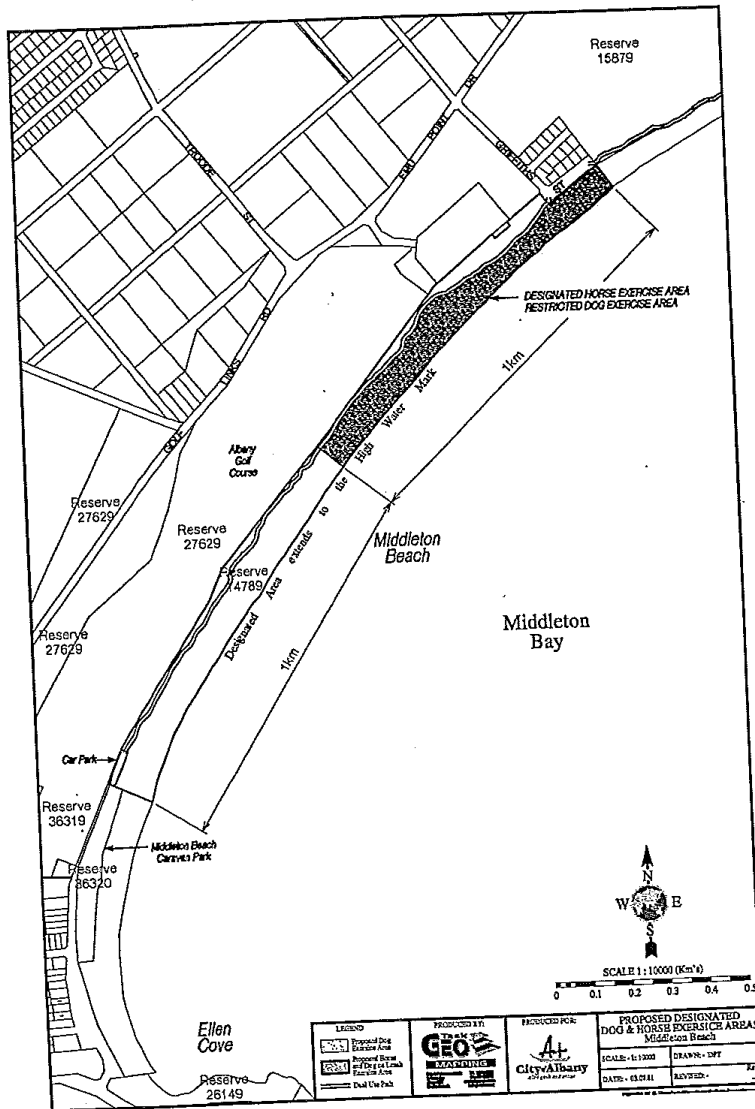


15 January 2002

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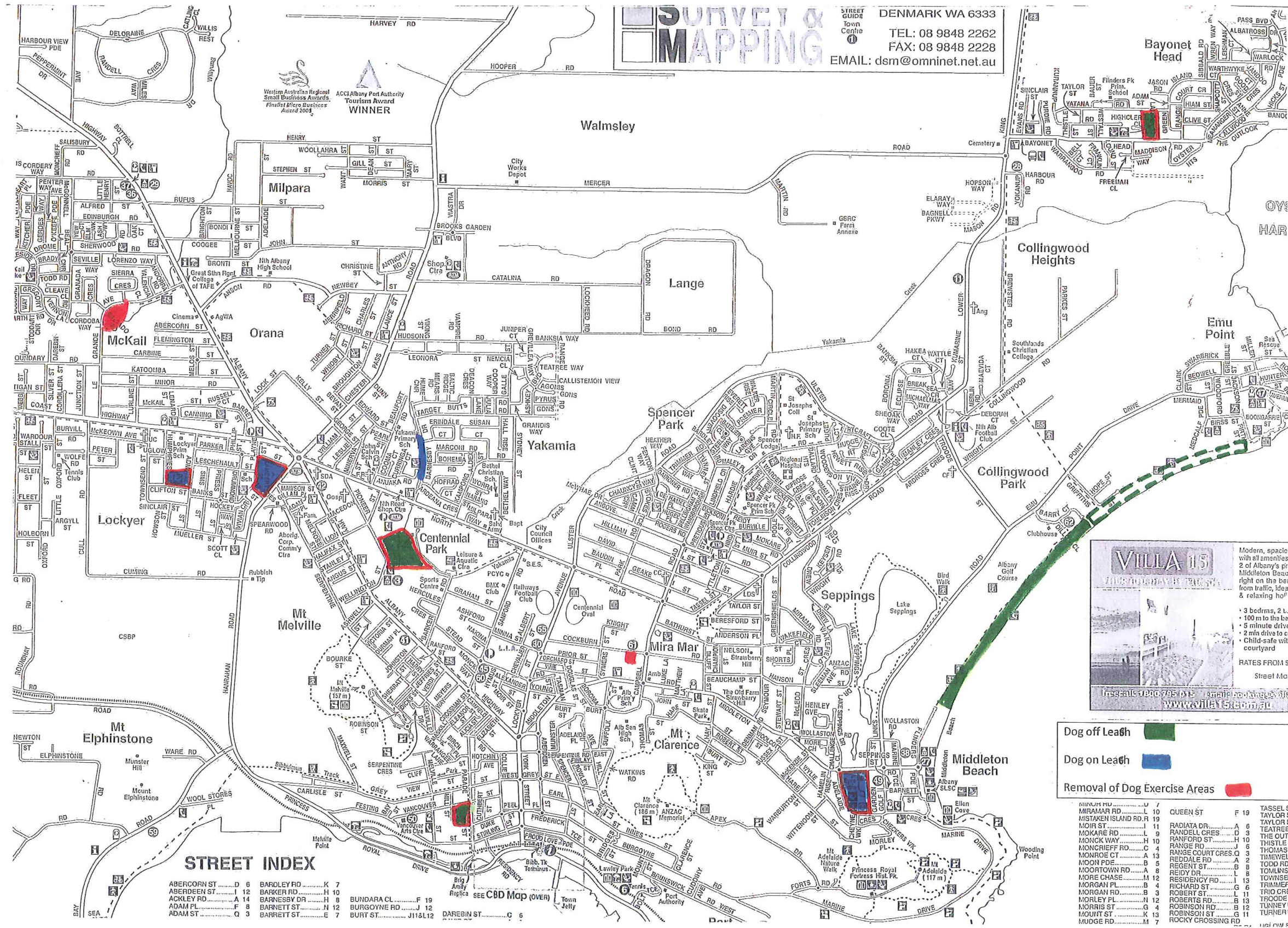
*Fourth Schedule*  
**CITY OF ALBANY**  
**ANIMALS LOCAL LAW 2001**  
**HORSE EXERCISE AREA**  
**Restricted Dog Exercise Area**  
 (Refer to clause 25(6) of this local law)



Dated this 7th day of January 2002.  
 The Common Seal of the City of Albany was affixed by authority of a resolution of the Council in the presence of—

ALISON GOODE JP, Mayor.  
 ANDREW HAMMOND, Chief Executive Officer.





**VILLA 15**  
THE MIDDLETON BEACH VILLA

Modern, spacious with all amenities 2 of Albany's pin Middleton Beach right on the beach from traffic, idea & relaxing home

- 3 bedrooms, 2 L.
- 100 m to the beach
- 5 minute drive
- 2 min drive to club
- Child-safe w/tilt courtyard

RATES FROM \$ Street Map

Free call 1800 795 015 email villa15@villa15.com.au  
www.villa15.com.au

**Dog off Leash** (Green)

**Dog on Leash** (Blue)

**Removal of Dog Exercise Areas** (Red)

BARVILL RD	U 7	QUEEN ST	F 19	TASSEL	E
MIRAMAR RD	L 10	RADIATA DR	A 6	TAYLOR	E
MISTAKEN ISLAND RD	R 19	RANDELL CRES	D 3	TEATREE	E
MOIR ST	I 11	RANFORD ST	H 10	THE OUT	
MOKARE RD	L 9	RANGE RD	J 6	THISTLE	
MONCK WAY	H 10	RANGE COURT CRES	Q 3	THOMAS	
MONCRIEFF RD	C 4	REDDALE RD	A 2	TRIBEVEL	
MONROE CT	A 13	REGENT ST	B 8	TODD RD	
MOON FDE	B 5	REIDY DR	L 8	TOMLINS	
MOORTOWN RD	A 8	RESIDENCY RD	M 12	TOWHISE	
MORE CHASE	M 12	RICHARD ST	G 6	TRIMMER	
MORGAN PL	B 4	ROBERT ST	B 11	TRIO CRE	
MORGAN RD	B 3	ROBERTS RD	B 13	THRODE	
MORLEY PL	N 12	ROBINSON RD	B 12	TUNNEY	
MORRIS ST	G 4	ROBINSON ST	G 11	TURNER	
MOULT ST	K 13	ROCKY CROSSING RD	R 11	RW 5	
MUDGE RD	M 7				



Chq	Date	Name	Description	Amount
26159	04/02/2010	AMP FLEXIBLE LIFETIME SUPER PLAN	Superannuation contributions	380.71
26160	04/02/2010	ASGARD	Superannuation contributions	272.56
26161	04/02/2010	COMMONWEALTH BANK SUPERANNUATION SAVINGS ACCOUNT	Superannuation contributions	316.02
26162	04/02/2010	GENERATIONS PERSONAL SUPER FUND	Superannuation contributions	215.53
26163	04/02/2010	HESTA SUPER FUND	Superannuation contributions	496.08
26164	04/02/2010	HOSTPLUS PTY LTD	Superannuation contributions	272.56
26165	04/02/2010	MLC NOMINEES PTY LTD	Superannuation contributions	275.67
26166	04/02/2010	NATIONAL MUTUAL RETIREMENT FUND	Superannuation contributions	107.14
26167	04/02/2010	PLUM NOMINEES P/L PLUM SUPER FUND	Superannuation contributions	475.64
26168	04/02/2010	THE INDUSTRY SUPER FUND	Superannuation contributions	71.65
26169	04/02/2010	TOWER TRUST LIMITED	Superannuation contributions	227.35
26170	04/02/2010	UNI SUPER	Superannuation contributions	143.21
26171	04/02/2010	ALBANY FILTERCLEAN	FILTERS	28.00
26172	04/02/2010	DEPARTMENT FOR PLANNING & INFRASTRUCTURE	AMAZING ALBANY NUMBER PLATES	140.00
26173	04/02/2010	PETTY CASH - DEPOT	PETTY CASH REIMBURSEMENTS	346.05
26174	04/02/2010	PETTY CASH - ALBANY REGIONAL DAY CARE CENTRE	PETTY CASH REIMBURSEMENTS	166.50
26175	04/02/2010	WATER CORPORATION	WATER CONSUMPTION	2,276.55
26176	11/02/2010	DEPARTMENT FOR PLANNING & INFRASTRUCTURE	AMAZING ALBANY NUMBER PLATES	140.00
26177	11/02/2010	PETTY CASH - ALBANY REGIONAL DAY CARE CENTRE	AUSTRALIA POST	203.25
26178	11/02/2010	RED ROOSTER ALBANY	MEALS FOR INCIDENT NUMBERS 144922 PARKERBROOK RD & 144926 MILLBROOK	571.50
26179	11/02/2010	SOUTHERN REGIONAL TRANSPORT PTY LTD	PIONEER ROAD SERVICES	103.40
26180	11/02/2010	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	98.55
26181	11/02/2010	WATER CORPORATION	WATER CONSUMPTION	233.90
26182	18/02/2010	AIR BP	AVGAS PURCHASES	461.18
26183	18/02/2010	DEPARTMENT FOR PLANNING AND INFRASTRUCTURE	VEHICLE REGISTRATION	136.90
26184	18/02/2010	EDITH COWAN UNIVERSITY	ENROLMENT IN CERT IN MUSEUM STUDIES	2,400.00
26185	18/02/2010	HESPERIAN PRESS	Book order for Albany History Collection	22.00
26186	18/02/2010	SENSIS PTY LTD	YELLOW ONLINE BUSINESS BASICS	48.40
26187	18/02/2010	PETTY CASH - FORTS	DISPLAY STANDS	145.15
26188	18/02/2010	SPENCER PARK VARIETY MEATS	PIECES ROUND STEAK, BEATEN, SLICED for BBQ	118.89
26189	18/02/2010	SUCKLINGS CARPENTRY AND HOME MAINTENANCE	Traffic control as per Westnet Rail Regulations	2,878.04
26190	18/02/2010	SUTTON'S CARPET CLEANING	CARPET CLEANING DAY CARE CENTRE	88.00

26191	18/02/2010 TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	-	11,375.84
26192	18/02/2010 WATER CORPORATION	WATER CONSUMPTION-LOC2	-	782.00
26193	18/02/2010 MIKE TREVENEN	REIMBURSEMENT FOR CEO'S OWNERS MANUAL	-	55.00
26194	18/02/2010 THE LEUKAEMIA FOUNDATION	DONATION IN MEMORY OF LISA HANCOCK	-	616.20
26195	25/02/2010 KMART ALBANY	METALLIC MARKER, SANDWICH PRESS	-	84.99
26196	25/02/2010 SHARON STIVEY SETTLEMENTS	Rates refund for assessment A188468	-	354.50
26197	25/02/2010 TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	-	3,889.42
26198	25/02/2010 WATER CORPORATION	WATER CONSUMPTION	-	114.20
26199	25/02/2010 MR PIETERSON ATF THE PETERSON FAMILY TRUST	CROSSOVER	-	188.00
26200	25/02/2010 MR PIETERSON ATF THE PETERSON FAMILY TRUST	CROSSOVER	-	188.00
26201	25/02/2010 PAUL & RENAE ARMSTRONG	CROSSOVER	-	214.50
26202	25/02/2010 LARRY WALDRON	CROSSOVER	-	126.15
26203	25/02/2010 JOHN BOCCAMAZZO	CROSSOVER	-	211.55
26204	25/02/2010 NEW HORIZON HOMES	CROSSOVER	-	140.88
26205	25/02/2010 TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	-	3,030.83
26206	25/02/2010 FRANK SORRELL	PAYMENT OF WAGES DUE TO EFT DETAILS BEING INCORRECT	-	682.00
		<b>TOTAL</b>	-	<b>35,914.44</b>

EFT	Date	Name	Description	Amount
EFT57734	04/02/2010	ALBANY COMMUNITY HOSPICE	Payroll deductions	38.00
EFT57735	04/02/2010	AMP SUPERANNUATION LIMITED	Superannuation contributions	798.58
EFT57736	04/02/2010	AUSTRALIAN TAXATION OFFICE	Payroll deductions	2,962.90
EFT57737	04/02/2010	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	2,091.50
EFT57738	04/02/2010	AUSTRALIAN PRIMARY SUPERANNUATION FUND	Superannuation contributions	283.04
EFT57739	04/02/2010	AUSTRALIAN ETHICAL SUPERANNUATION FUND	Superannuation contributions	207.90
EFT57740	04/02/2010	AXA GENERATIONS PERSONAL SUPERANNUATION PLAN	Superannuation contributions	302.78
EFT57741	04/02/2010	BANKWEST	Payroll deductions	1,104.82
EFT57742	04/02/2010	BT SUPER FOR LIFE	Superannuation contributions	274.00
EFT57743	04/02/2010	BT SUPER FOR LIFE	Superannuation contributions	80.88
EFT57744	04/02/2010	CHILD SUPPORT AGENCY	Payroll deductions	849.65
EFT57745	04/02/2010	COLONIAL FIRST STATE ROLLOVER & SUPER FUND	Superannuation contributions	158.64
EFT57746	04/02/2010	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	623.08
EFT57747	04/02/2010	HBF OF WA	Payroll deductions	1,294.50
EFT57748	04/02/2010	ING INTEGRA SUPER	Superannuation contributions	150.36
EFT57749	04/02/2010	ING ONE ANSWER PERSONAL SUPER	Superannuation contributions	477.16
EFT57750	04/02/2010	ING INTEGRA SUPER	Superannuation contributions	342.88
EFT57751	04/02/2010	MLC NOMINEES PTY LTD	Superannuation contributions	272.56
EFT57752	04/02/2010	REST SUPERANNUATION	Superannuation contributions	2,874.61
EFT57753	04/02/2010	MARITIME SUPER	Superannuation contributions	131.06
EFT57754	04/02/2010	SKANDIA GLOBAL SUPER SOLUTION	Superannuation contributions	283.04
EFT57755	04/02/2010	SKANDIA GLOBAL SUPER SOLUTION	Superannuation contributions	720.18
EFT57756	04/02/2010	SKANDIA GLOBAL SUPER SOLUTION	Superannuation contributions	207.46
EFT57757	04/02/2010	SUMMIT MASTER TRUST PERSONAL SUPERANNUATION PLAN	Superannuation contributions	302.78
EFT57758	04/02/2010	SUMMIT MASTER TRUST PERSONAL SUPERANNUATION PLAN	Superannuation contributions	65.33
EFT57759	04/02/2010	WA LOCAL GOVT SUPERANNUATION	Superannuation contributions	115,998.67
EFT57760	04/02/2010	WAYNE JOHN STEAD PTY LTD SUPERANNUATION FUND	Payroll deductions	3,729.44
EFT57761	04/02/2010	WESTSCHEME	Superannuation contributions	3,491.54
EFT57762	04/02/2010	AAPT LIMITED	TELEPHONE CHARGES-TAYS	27.50
EFT57763	04/02/2010	ABA SECURITY	Fire and Security Maintenance and Check,	176.00
EFT57764	04/02/2010	AD CONTRACTORS PTY LTD	Semi hire for removing spoil from Stirling Ice drainage	4,788.00
EFT57765	04/02/2010	ADVERTISER PRINT	STAFF BUSINESS CARDS	120.00
EFT57766	04/02/2010	ALBANY SECURITY SUPPLIES	SECURITY SCREEN	220.00
EFT57767	04/02/2010	ALBANY VALUATION SERVICES	RENTAL VALUATIONS - CHEYNES BEACH GROUND RENTALS	330.00
EFT57768	04/02/2010	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	1,077.91
EFT57769	04/02/2010	ALBANY SWEEP CLEAN	Sweep carparks, cycleways and boardwalks	1,492.00
EFT57770	04/02/2010	ALBANY STATIONERS	STATIONERY SUPPLIES	24.95

EFT57772	04/02/2010	ALBANY LANDSCAPE SUPPLIES	manure	-	9.00
EFT57773	04/02/2010	ALBANY OFFICE PRODUCTS - NORTH ROAD	Staples for the stapler used for hanging engineering drawing	-	135.50
EFT57774	04/02/2010	ALBANY QUALITY LAWNMOWING	LAWN MOWING AT LOTTERIES HOUSE	-	100.00
EFT57775	04/02/2010	ALBANY OFFICE PRODUCTS - ALAC	STATIONERY SUPPLIES	-	122.80
EFT57776	04/02/2010	ALBANY OFFICE PRODUCTS - VAC	SASCO 2010 WALL PLANNER	-	29.90
EFT57777	04/02/2010	ALBANY OFFICE PRODUCTS - WORKS DEPOT	STATIONERY SUPPLIES	-	194.60
EFT57778	04/02/2010	ALBANY OFFICE PRODUCTS - LIBRARY	STATIONERY SUPPLIES	-	180.35
EFT57779	04/02/2010	ALL EVENTS PROSOUND HIRE	ZIGTANGO TECH ATTENDANCE	-	380.00
EFT57780	04/02/2010	ALLPACK SIGNS PTY LTD	SIGNAGE	-	198.00
EFT57781	04/02/2010	AMITY PAINTING & DECORATING	PROGRESS PAYMENT FOR PAINTING ALBANY VISITORS CENTRE	-	13,200.00
EFT57782	04/02/2010	ATC WORK SMART	J WILLIAMSON - CASUAL STAFF	-	9,677.58
EFT57783	04/02/2010	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	DEBT COLLECTION FEES - OCEAN FOODS - OCE1	-	110.00
EFT57784	04/02/2010	BALL BODY BUILDERS	DRAINAGE PIPES	-	3,496.29
EFT57785	04/02/2010	BT EQUIPMENT PTY LTD	VEHICLE PARTS	-	265.47
EFT57786	04/02/2010	BATTERY WORLD	New battery for HP Compac TC1100	-	245.95
EFT57787	04/02/2010	BENNETTS BATTERIES	BATTERY PURCHASES	-	142.56
EFT57788	04/02/2010	ADVANCED TRAFFIC MANAGEMENT	Hours Hire of Traffic Control on Princess Avenue (3 Controllers plus 1 vehicle)	-	1,144.84
EFT57789	04/02/2010	BEST OFFICE SYSTEMS	PHOTOCOPIER CHARGES	-	145.67
EFT57790	04/02/2010	BOOEKASY AUSTRALIA PTY LTD	ANNUAL SECUREPAY FEE - VERIFICATION BY VISA	-	485.00
EFT57791	04/02/2010	BUILDING AND CONSTRUCTION IND TRAINING FUND	BGIFT LEVY FOR THE MONTH OF JANUARY 2010	-	15,452.62
EFT57792	04/02/2010	BUILDERS REGISTRATION BOARD	BRB LEVY FOR THE MONTH OF JANUARY 2010	-	2,001.00
EFT57793	04/02/2010	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE SUPPLIES	-	268.13
EFT57794	04/02/2010	C&C MACHINERY CENTRE	VEHICLE MAINTENANCE/PARTS	-	1,426.48
EFT57795	04/02/2010	CABCHARGE AUSTRALIA LIMITED	TAXI FARES	-	185.97
EFT57796	04/02/2010	CAMLIN SPRINGS WATER DISTRIBUTORS	WATER CONTAINER REFILLS	-	48.00
EFT57797	04/02/2010	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL SERVICES	-	1,756.00
EFT57798	04/02/2010	CENTRO PROPERTIES LIMITED (ALBANY BROOKS GARDEN)	PUBLIC DISPLAY ACA MASTERPLAN CENTRO BROOK GARDEN SHOPPING CENTRE 11 FEBRUARY 2010	-	85.00
EFT57799	04/02/2010	CHADSON ENGINEERING PTY LTD	CHLORINE SUPPLIES	-	420.75
EFT57800	04/02/2010	CIRCUS CHALLENGE	BIG TOP CIRCUS WORKSHOPS	-	1,677.90
EFT57801	04/02/2010	CID EQUIPMENT PTY LTD	VEHICLE PARTS	-	1,028.18
EFT57802	04/02/2010	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL CONTRACT - BULK KERBSIDE COLLECTION NOV & DEC 2009	-	142,654.85
EFT57803	04/02/2010	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE	-	146.47
EFT57804	04/02/2010	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	-	960.99
EFT57805	04/02/2010	COURIER AUSTRALIA	FREIGHT FEES	-	142.68
EFT57806	04/02/2010	COUNTRY ARTS WA	ANNUAL REGIONAL VENUE MEMBERSHIP FEE	-	150.00
EFT57807	04/02/2010	COVENTRYS	VEHICLE PARTS	-	440.26
EFT57808	04/02/2010	CREATIVE ALBANY INC	GROSS TICKET INCOME - JAZZ MARSALA - THE GERRY LEE TRIO	-	1,978.25
EFT57809	04/02/2010	AL CURNOW HYDRAULICS	Hydraulic hose repairs to Caterpillar loader.	-	594.83
EFT57810	04/02/2010	CYNERGIC COMMUNICATIONS	MANAGED SERVER	-	493.90

EFT57811	04/02/2010	35 DEGREES SOUTH	VARIOUS FEATURE SURVEYS FOR BANOOL CRES/JEEDA CLOSE, CHALLENGE CLOSE, BLUFF ST, STIRLING TERRACE/YORK ST, FLINDERS PARK PRIMARY SCHOOL	-	3,300.00
EFT57812	04/02/2010	HOUSING AUTHORITY	Rates refund for assessment A208832 7	-	93.25
EFT57813	04/02/2010	DON DUFTY	REIMBURSEMENT FOR FUEL	-	1,360.61
EFT57814	04/02/2010	EASIFLEET MANAGEMENT	Payroll deductions	-	963.46
EFT57815	04/02/2010	TERRISSA ELLIS	AUDIENCE CHOICE PRIZE WINNER FOR AUSTRALIA DAY AUSSIE PRIDE - FASHION PARADE	-	100.00
EFT57816	04/02/2010	FARM FRESH WHOLESALERS	CATERING SUPPLIES	-	125.48
EFT57817	04/02/2010	FFF PRODUCTION SERVICES	PRODUCTION FOR AUSTRALIA DAY FAMILY FUN DAY	-	2,961.00
EFT57818	04/02/2010	FLIPS ELECTRICS	supply and installation of switches for emu point retic system	-	2,079.00
EFT57819	04/02/2010	GLASS SUPPLIERS	6 x polycarbonate 300x400mm x 6mm.	-	159.50
EFT57820	04/02/2010	GORDON WALMSLEY PTY LTD	Square metres Asphalt on cutbert	-	3,944.00
EFT57821	04/02/2010	GRANDE FOOD SERVICE	CATERING FOR TIME OUT CAFE	-	309.18
EFT57822	04/02/2010	GREAT SOUTHERN GROUP TRAINING	APPRENTICES FEES	-	4,806.25
EFT57823	04/02/2010	GREEN SKILLS INC	LABOUR HIRE - CERISE LOCKETT	-	9,422.88
EFT57824	04/02/2010	GREAT SOUTHERN PERSONNEL	GARDENING GROUND SERVICES	-	160.99
EFT57825	04/02/2010	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING GOODS	-	456.06
EFT57826	04/02/2010	GREENWAY ENTERPRISES	Supply roll of RSS00 Rootstop linear barrier	-	323.40
EFT57827	04/02/2010	PROTECTOR FIRE SERVICES PTY LTD	FIRE EQUIPMENT MAINTENANCE	-	92.40
EFT57828	04/02/2010	HUDSON HENNING AND GOODMAN	SURRENDER AND NEW LEASE AND LICENCE FOR BP AUSTRALIA P/L	-	549.45
EFT57829	04/02/2010	ILLUSION LIGHTING AND SOUND	EQUIPMENT FOR CHRISTMAS PAGEANT	-	10,000.00
EFT57830	04/02/2010	INFRASTRUCT CONTRACTING P/L	QUOTED PRICE - LOCATION MT CLARENCE 9A	-	6,625.00
EFT57831	04/02/2010	INSTROLECT	INSTRUMENT & ELECTRICAL REPAIRS & MAINTENANCE	-	475.20
EFT57832	04/02/2010	JACK THE CHIPPER	2.5 HRS OF CHIPPING AT LAWLEY PARK (POWER LINES)	-	500.00
EFT57833	04/02/2010	JOHN KINNEAR AND ASSOCIATES	LEASE PLANS THE BAPTIST UNION OF WA CAMP KENNEDY PRO 226 PORTION OF RESERVE #22998 TORBAY	-	495.00
EFT57834	04/02/2010	JUST SEW EMBROIDERY	EMBROIDERY	-	215.60
EFT57835	04/02/2010	KLB SYSTEMS	Aristel SLT70 (MultiPhone)	-	412.50
EFT57836	04/02/2010	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	-	6,776.35
EFT57838	04/02/2010	LGNET	EMPLOYMENT ADVERTISING	-	104.50
EFT57839	04/02/2010	LINCOLNS ACCOUNTANTS AND BUSINESS ADVISERS	AUDIT ACQUITTAL OF ROYALTIES FOR REGIONS FOR THE YEAR	-	1,619.20
EFT57840	04/02/2010	LOADTEK AUST	HYDRAULIC PARTS & SERVICES	-	280.47
EFT57841	04/02/2010	LOCAL GOVERNMENT MANAGERS AUSTRALIA	LGMA Finance Professionals Conference - Pam Wignall	-	668.00
EFT57842	04/02/2010	LORLAINE DISTRIBUTORS PTY LTD	CLEANING PRODUCTS	-	174.80
EFT57843	04/02/2010	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS	-	503.21
EFT57844	04/02/2010	MATT GOODWIN PLUMBING & GAS	PLUMBING REPAIRS AT ALAC	-	1,064.50
EFT57845	04/02/2010	MIDALIA STEEL PTY LTD	STEEL SUPPLIES	-	70.76
EFT57846	04/02/2010	MIRA MAR VETERINARY SERVICES	DISPOSAL OF ANIMALS	-	47.85
EFT57847	04/02/2010	JOHN MOIR	RUBBISH REMOVAL FROM CAPE RICHE - MILK DELIVERIES	-	1,680.00
EFT57848	04/02/2010	MR MOO DAIRY DISTRIBUTORS	TWO WAY RADIO REPAIRS/MAINT	-	245.60
EFT57849	04/02/2010	MT BARKER COMMUNICATIONS		-	544.50

EFT57850	04/02/2010	RJ & HL NICHOLSON	1ST PRIZE WINNER OF AUSTRALIA DAY AUSSIE PRIDE FASHION PARADE	-	350.00
EFT57851	04/02/2010	ALBANY COMMUNITY PHARMACY	TRIGGER SPRAY SUNSCREEN SPF30+	-	517.78
EFT57852	04/02/2010	OCS SERVICES PTY LTD	CLEANING SERVICES	-	21,088.24
EFT57853	04/02/2010	PAUL ARMSTRONG PANELBEATERS	INSURANCE EXCESS FOR TOYOTA HILUX; A452 (rego a60547)	-	600.00
EFT57854	04/02/2010	PLAYRIGHT AUSTRALIA PTY LTD	CERTIFICATE RE ORDER	-	39.80
EFT57855	04/02/2010	POWELL SECURITY SERVICES	SECURITY SERVICES	-	80.00
EFT57856	04/02/2010	RADIOWEST BROADCASTERS PTY LTD	RADIO ADVERTISING FOR CHRISTMAS PAGEANT	-	1,320.00
EFT57857	04/02/2010	REECE PTY LTD	4 WAY VANDAL PROOF KEY	-	27.85
EFT57858	04/02/2010	C REMAJ	Rates refund for assessment A158930	-	133.22
EFT57859	04/02/2010	ROTARY CLUB OF CANTERBURY INC.	PURCHASE OF 50 BADGES INCLUDING POSTAGE AND PACKING FOR AUSTRALIA DAY CITIZENSHIP CEREMONIES	-	160.00
EFT57860	04/02/2010	ROYAL LIFE SAVING SOCIETY AUSTRALIA	JAMIE BACK TRAINING	-	115.00
EFT57861	04/02/2010	RYAN HUMPHRIES	TRADITIONAL OPENING AUSSIE DAY	-	350.00
EFT57862	04/02/2010	JAMIE SCALLY	HOLIDAY PROGRAM MAGIC/STORY/CLOWN/BALLOONS	-	100.00
EFT57863	04/02/2010	SEATADVISOR AUSTRALIA	DECEMBER TICKET SALES - 1933 TICKETS	-	1,630.64
EFT57864	04/02/2010	SKILL HIRE	CASUAL STAFF	-	2,122.57
EFT57865	04/02/2010	SKYWEST AIRLINES	FLIGHT FOR DAVID HEAVER, PAUL RICHARDS AND GRAEME BRIDE TO PERTH RETURN ON 21 DEC.( FLIGHTS FOR G BRIDE & D HEAVER CANCELLED )	-	965.70
EFT57866	04/02/2010	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE	-	1,237.23
EFT57867	04/02/2010	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	-	517.36
EFT57868	04/02/2010	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING GOODS	-	2,399.39
EFT57869	04/02/2010	SOUTHERN FENCING	APPROX 817MTRS FENCING	-	33,617.10
EFT57870	04/02/2010	SOUTHERN WATER CARTS	Hours Hire of Water Truck at Hanrahan Road	-	165.00
EFT57871	04/02/2010	STAR SALES AND SERVICE	MAINTENANCE/PARTS/REPAIRS	-	446.20
EFT57872	04/02/2010	STIRLING CONFECTIONERY PLUS	CONFECTIONERY SUPPLIES	-	359.14
EFT57873	04/02/2010	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	-	467.97
EFT57874	04/02/2010	T & C SUPPLIES (RANGERS)	HARDWARE SUPPLIES	-	62.10
EFT57875	04/02/2010	THE NAKED BEAN COFFEE ROASTERS	COFFEE SUPPLIES FOR ALAC CAFE	-	82.50
EFT57876	04/02/2010	THE VEGIE SHOP	FRUIT & VEGIES	-	327.00
EFT57877	04/02/2010	TRAILBLAZERS	PROTECTIVE UNIFORMS	-	239.10
EFT57878	04/02/2010	TRUCKLINE	VEHICLE PARTS	-	68.77
EFT57879	04/02/2010	TRU-BLU GROUP PTY LTD	EXCAVATOR HIRE	-	671.97
EFT57880	04/02/2010	ALBANY TYREPOWER	TYRE PURCHASES/MAINTENANCE	-	360.00
EFT57881	04/02/2010	VANCOUVER WASTE SERVICES	SCREENED LIME SAND	-	276.00
EFT57882	04/02/2010	ALBANY & GREAT SOUTHERN WEEKENDER	Monthly full page - Community Info page	-	1,242.34
EFT57883	04/02/2010	WESTERBERG PANEL BEATERS	TOWAGE OF VEHICLE HAY RIVER WEST TO DEPOT	-	498.52
EFT57884	04/02/2010	WESTRAC EQUIPMENT PTY LTD	VEHICLE PARTS	-	502.83
EFT57885	04/02/2010	WESTERN WORK WEAR	UNIFORMS	-	64.65
EFT57886	04/02/2010	WILSON MACHINERY	VEHICLE PARTS	-	637.56
EFT57887	04/02/2010	KG & YE WORSFOLD	Rates refund for assessment A71196	-	591.63

EFT57888	04/02/2010	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE	67.94
EFT57890	04/02/2010	HUDSON HENNING AND GOODMAN	SURRENDER & LEASE - EMU BEACH HOLIDAY PARK (R&R STEWART)	2,769.25
EFT57891	04/02/2010	LAWRENCE AND HANSON	SAFETY EQUIPMENT	554.42
EFT57892	04/02/2010	NATIONAL SEA CHANGE TASKFORCE INC	REGISTRATION FOR MILTON EVANS	1,920.00
EFT57893	04/02/2010	THE FITNESS GENERATION PTY LTD	COIL FOR ADD ON WEIGHT PIN	116.76
EFT57894	04/02/2010	LAWRENCE AND HANSON	UVEX 9170 CLEAR SAFETY GLASSES	21.71
EFT57895	11/02/2010	ABA SECURITY	Re-allocate and re-set personal security codes for all APL staff & relevant contractors.	93.50
EFT57896	11/02/2010	ABBOTTS LIQUID SALVAGE PTY LTD	PUMP PUBLIC TOILETS	1,890.00
EFT57897	11/02/2010	ABCB	BCA 2010 VOLUMES ONE (inc V1 Appendices) & TWO IN HARD COPY AND WEB ACCESS inc WEB PRINT	1,527.00
EFT57898	11/02/2010	AD CONTRACTORS PTY LTD	EARTHMOVING EQUIPMENT HIRE	4,320.00
EFT57899	11/02/2010	AECOM AUSTRALIA PTY LTD	MOUNT CLARENCE ANZAC INFRASTRUCTURE UPGRADE - DETAILED DESIGN SERVICES AS PER REQUEST FOR QUOTATION EQU044_030_2009.54 AND A54122-2000 GENERAL CONDITIONS OF CONTRACT FOR THE ENGAGEMENT OF CONSULTANTS.	53,286.20
EFT57900	11/02/2010	ALBANY ADVERTISER LTD	ADVERTISING	87.45
EFT57901	11/02/2010	ALBANY PRINTERS	ADVERTISING	2,050.00
EFT57902	11/02/2010	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	1,017.85
EFT57903	11/02/2010	ALBANY PEST & WEED CONTROL	THE REMOVAL OF BEES FROM A FALLEN KARRI TREE	130.00
EFT57904	11/02/2010	ALBANY RETRAVISION	Dishwasher	1,279.00
EFT57905	11/02/2010	ALBANY REFRIGERATION	REPAIRS TO CONTROLLER AT ALAC	716.54
EFT57906	11/02/2010	ALBANY OFFICE PRODUCTS - NORTH ROAD	STATIONERY SUPPLIES	58.35
EFT57907	11/02/2010	ALBANY NEWS DELIVERY	NEWSPAPER DELIVERIES	126.40
EFT57908	11/02/2010	ALBANY DRIVEWAYS AND CARPARKS	Reinstate trench (crossover ) for stormwater pipe	3,685.00
EFT57909	11/02/2010	ALBANY OFFICE PRODUCTS - DAYCARE	cardex and laminating	49.60
EFT57910	11/02/2010	ALINTA	GAS USAGE CHARGES	75.65
EFT57911	11/02/2010	ARDESS NURSERY	GARDEN SUPPLIES	54.00
EFT57912	11/02/2010	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	2,392.65
EFT57913	11/02/2010	AUSTRALIA POST	POSTAGE/AGENCY FEES	6,161.43
EFT57914	11/02/2010	ALBANY AUTOSPARK	VEHICLE REPAIRS/PARTS	365.30
EFT57915	11/02/2010	AVIS ALBANY	HIRE OF VEHICLE FOR HUI YU 19-20 JANUARY 2010	256.42
EFT57916	11/02/2010	BAILEYS FERTILISERS	GARDEN SUPPLIES	1,864.50
EFT57917	11/02/2010	BARNESBY FORD	VEHICLES/VEHICLE PARTS/REPAIRS	161.35
EFT57918	11/02/2010	BAREFOOT CLOTHING MANUFACTURERS	UNIFORMS	160.20
EFT57919	11/02/2010	COMFORT INN BEL EYRE PERTH	ACCOMMODATION STAFF/OUNCILLORS	629.50
EFT57920	11/02/2010	ADVANCED TRAFFIC MANAGEMENT	TRAFFIC MANAGEMENT	2,868.47
EFT57921	11/02/2010	BLACKWOODS	SAFETY EQUIPMENT & SUPPLIES	128.05
EFT57922	11/02/2010	ALBANY BOBCAT SERVICES	BOBCAT HIRE	800.00
EFT57923	11/02/2010	BOC GASES AUSTRALIA LIMITED	CONTAINER SERVICE RENTAL	147.11
EFT57924	11/02/2010	CAMTRANS ALBANY PTY LTD	FREIGHT CHARGES	42.35
EFT57925	11/02/2010	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE	126.94



EFTS7926	11/02/2010	CID EQUIPMENT PTY LTD	VEHICLE PARTS	-	267.72
EFTS7927	11/02/2010	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL CONTRACT	-	232,534.04
EFTS7928	11/02/2010	COFFEY ENVIRONMENTS PTY LTD	Development of the CoA Reserve Asset Management Plan	-	10,128.25
EFTS7929	11/02/2010	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	-	226.64
EFTS7930	11/02/2010	CJ GILBERT AND ASSOCIATES	MONTHLY SAMPLE COLLECTION - WASTE SITES	-	1,921.48
EFTS7931	11/02/2010	COSMIC PRODUCTS	GRAFFITI REMOVAL	-	858.00
EFTS7932	11/02/2010	COURIER AUSTRALIA	FREIGHT FEES	-	94.89
EFTS7933	11/02/2010	ALBANY SIGNS	SUPPLY AND INSTALL SIGNS	-	908.05
EFTS7934	11/02/2010	ALL SEASONS ALBANY	ACCOMMODATION - AUSTRALIA DAY	-	499.75
EFTS7935	11/02/2010	COVENTRYS	VEHICLE PARTS	-	431.89
EFTS7936	11/02/2010	DALE CREED	TRAVEL REIMBURSEMENTS	-	18.30
EFTS7937	11/02/2010	AL CURNOW HYDRAULICS	Repair hydraulic hose on loader	-	483.90
EFTS7938	11/02/2010	DATA TRAX PTY LTD	QUARTERLY PAYMENT FULL MOTION VIDEO ADVERTISMENT	-	495.00
EFTS7939	11/02/2010	LANDGATE	TITLE SEARCHES	-	324.59
EFTS7940	11/02/2010	EASIFLEET MANAGEMENT	Payroll deductions	-	815.84
EFTS7941	11/02/2010	ELDERS LIMITED	PACKS 94CM STEEL DROPPERS	-	701.84
EFTS7942	11/02/2010	FARM FRESH WHOLESALERS	CATERING SUPPLIES	-	136.41
EFTS7943	11/02/2010	FRANEY & THOMPSON	TIMBER SUPPLIES	-	562.51
EFTS7944	11/02/2010	BILL GIBBS EXCAVATIONS	EARTHMOVING EQUIPMENT HIRE	-	4,783.00
EFTS7945	11/02/2010	GRANDE FOOD SERVICE	CATERING FOR TIME OUT CAFE	-	58.60
EFTS7946	11/02/2010	GREAT SOUTHERN TAFE	REPLACEMENT CERTIFICATE III PETER THILL	-	50.00
EFTS7947	11/02/2010	GREEN SKILLS INC	LABOUR HIRE	-	3,327.50
EFTS7948	11/02/2010	GROCOIT TRANSPORT	TRANSPORT FEES	-	1,897.28
EFTS7949	11/02/2010	GT BEARING AND ENGINEERING SUPPLIES	PLANT TOOLS AND EQUIPMENT	-	883.00
EFTS7950	11/02/2010	GWN GREAT SOUTHERN	TV Advertising Campaign for Australia Day	-	2,200.00
EFTS7951	11/02/2010	HARVEY NORMAN ELECTRICAL ALBANY	JVC HARD DRIVE HD VIDEO CAMERA	-	930.00
EFTS7952	11/02/2010	HAYMARKET PTY LTD	15,000 DL flyers as per quote # 106,978	-	1,310.10
EFTS7953	11/02/2010	DEPARTMENT OF HEALTH AND AGEING	RECOVERY OF FUNDS FOR THE ALBANY SENIORS	-	5,205.44
EFTS7954	11/02/2010	HIGH TENSION FENCING & UTILITY INDUSTRIES P/L	WHITE RECTANGLE SURVEY PEGS 1500 LONG	-	360.25
EFTS7955	11/02/2010	HUDSON HENNING AND GOODMAN	ADVISE RE NOTICE OF MOTION, ADVISE RE: BUY LOCAL	-	13,556.00
EFTS7956	11/02/2010	INFRASTRUCT CONTRACTING P/L	TRACTOR/SLASHING - 5 HOURS NORWOOD ROAD 45B (EXTRA)	-	2,400.00
EFTS7957	11/02/2010	JACK THE CHIPPER	Mulch branches at Apex Car Park	-	218.75
EFTS7958	11/02/2010	JOHN KINNEAR AND ASSOCIATES	BRUNSWICK ROAD FEATURE SURVEY EQU045-030-2010.4, LEASE	-	4,125.00
			DRAWING FOR SUB LEASE THE SQUID SHACK	-	
EFTS7959	11/02/2010	JUST A CALL DELIVERIES	INTERNAL MAIL DELIVERIES	-	887.70
EFTS7960	11/02/2010	KANGAROO CREEK GANG ROADSHOW	KANGAROO CREEK GANG PERFORMANCE - AUSTRALIA DAY	-	1,700.00
EFTS7961	11/02/2010	KING RIVER TURF	TURF SUPPLIES	-	100.00
EFTS7962	11/02/2010	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	-	1,545.60
EFTS7963	11/02/2010	LANDFILL GAS AND POWER PTY LTD	LANDFILL GAS AND POWER SUPPLY	-	34,231.22
EFTS7964	11/02/2010	LAWRENCE AND HANSON	cans BUSHMAN REPEL SUNSCREEN	-	382.05
EFTS7965	11/02/2010	LEASE CHOICE	PHOTOCOPIER RICOH - V1691100006 MONTHLY LEASE PAYMENT	-	970.20
EFTS7966	11/02/2010	DEBRA LEIGH	REIMBURSE FUEL EXPENSES	-	12.58

EFT57967	11/02/2010	STATE LIBRARY OF WA	LOST/DAMAGED BOOKS	-	946.00
EFT57968	11/02/2010	LOCK N STORE SELF STORAGE - ALBANY	STORAGE FEES	-	374.00
EFT57969	11/02/2010	LORLAINE DISTRIBUTORS PTY LTD	CLEANING GOODS	-	310.30
EFT57970	11/02/2010	LOWE PTY LTD	Rates refund for assessment A212580	-	160.10
EFT57971	11/02/2010	M & B SALES PTY LTD	MATERIALS	-	115.83
EFT57972	11/02/2010	ALBANY PARTY HIRE	AUSTRALIA DAY EQUIPMENT HIRE	-	1,002.50
EFT57973	11/02/2010	ALBANY CITY MOTORS	only Purchase of Holden Cruze Sedan (P539) 9011A as per quotation no: EQU044_032_2009.9	-	8,818.64
EFT57974	11/02/2010	HELEN WALKER MANN	MARY AMELIA WOLLASTON 1791-1874 AN EVENTFUL LIFE OF PRIVILEGE AND PRIVATION	-	40.00
EFT57975	11/02/2010	MARSHALL MOWERS	PLANT REPAIRS/MAINTENANCE/PARTS	-	419.80
EFT57976	11/02/2010	MATT GOODWIN PLUMBING & GAS	REPLACE DAMAGED TAPWARE TO DISABLED TOILET	-	270.00
EFT57977	11/02/2010	DR MERYL BROUGHTON	REF: 13072006 - W/C CASE CONFERENCE:EMPLOYER,INSURER,REHAB PROVIDER OR WORK PLACE ASSESS	-	229.65
EFT57978	11/02/2010	METROOF ALBANY	TRIMDECK	-	295.78
EFT57979	11/02/2010	MIDALIA STEEL PTY LTD	STEEL SUPPLIES	-	3,762.88
EFT57980	11/02/2010	MIDWEST FIREWORKS	FIREWORKS NEW YEARS EVE	-	20,000.00
EFT57981	11/02/2010	MIRA MAR VETERINARY SERVICES	DISPOSAL OF ANIMALS	-	43.00
EFT57982	11/02/2010	MR MOO DAIRY DISTRIBUTORS	MILK DELIVERIES FOR ALAC CAFE	-	439.10
EFT57983	11/02/2010	NATALIE RADIVOJEVIC	MT ROMANCE CENTENNIAL ART PRIZE COORDINATION	-	212.50
EFT57984	11/02/2010	ALBANY NEAT AND TRIM LAWNS	MOW LAWN VANCOUVER ARTS CENTRE	-	160.00
EFT57985	11/02/2010	ALBANY COMMUNITY PHARMACY	RE-FUEL FOR VISITOR CENTRE FIRST AID KIT	-	9.82
EFT57986	11/02/2010	OCLC (UK) LTD	AMLIB systems management tasks & systems management parameters training - full day workshop. Attendees - Dora Adeline & Kate Houderrani. \$110 per session per person.	-	440.00
EFT57987	11/02/2010	OCS SERVICES PTY LTD	CLEANING SERVICES	-	11,101.20
EFT57988	11/02/2010	SANDRA O'DOHERTY	SET UP AND TAKE DOWN EXHIBITION, ARTY PARTY, CURATORS CHOISE	-	720.00
EFT57989	11/02/2010	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES	-	381.52
EFT57990	11/02/2010	OPUS INTERNATIONAL CONSULTANTS LTD	LOWER DENMARK RD UPGRADE - DESIGN, TENDER DOCUMENTATION, TENDER EVALUATION, SUPERINTENDENCE OF PROJECT 1; DESIGN OF PROJECTS 2 & 3; GEOTECH FOR PROJECTS 1, 2 & 3	-	2,673.00
EFT57991	11/02/2010	R & J PEMBERTON T/A WILDLIFE BOTANICA	CHARTER OF COACH FOR MEDIA VISIT 16TH FEBRUARY 2010	-	528.00
EFT57992	11/02/2010	PETER GRAHAM AND COMPANY LTD	20LT VITA PLANT TURF LIQUID	-	204.16
EFT57993	11/02/2010	PIPER ALDERMAN MANAGEMENT PTY LTD	LEHMAN BROTHERS CHAPTER 11 PROCEEDINGS	-	634.62
EFT57994	11/02/2010	PLATTERS GOURME	CATERING SUPPLIES	-	192.50
EFT57995	11/02/2010	PLASTICS PLUS	200 Litre spill pallet & materials	-	600.60
EFT57996	11/02/2010	ALBANY POLICE AND CITIZENS YOUTH CLUB	SKATE PARK LIGHTING	-	657.36
EFT57997	11/02/2010	PUMPS AUSTRALIA	HOSE REEL HANDLE	-	75.90
EFT57998	11/02/2010	RADIOWEST BROADCASTERS PTY LTD	RADIO ADVERTISING AUSTRALIA DAY	-	1,100.00

EFT57999	11/02/2010	ALBANY ACADEMY OF DANCE	DEPOSIT - LETS DANCE - THE MOVIES	-	500.00
EFT58000	11/02/2010	PREMIER HOTEL AND BOTTLE SHOP	ALCOHOL FOR TOWN HALL KIOSK	-	171.96
EFT58001	11/02/2010	JAMIE SCALLY	AUSTRALIA DAY EVENT - JAMIE THE CLOWN, FACEPAINTING, AIRBRUSH TATTOOS	-	1,120.00
EFT58002	11/02/2010	SIGNS PLUS	PETER BIRD; PHIL MCKINNON; STEVEN BOOMSMA	-	68.20
EFT58003	11/02/2010	SKILL HIRE	CASUAL STAFF	-	2,071.58
EFT58004	11/02/2010	SLATER-GARTRELL SPORTS	SPORTING EQUIPMENT	-	254.10
EFT58005	11/02/2010	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE	-	1,594.78
EFT58006	11/02/2010	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	-	966.13
EFT58007	11/02/2010	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING GOODS	-	2,083.12
EFT58008	11/02/2010	SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES	-	9,387.99
EFT58009	11/02/2010	SPORTSWORLD OF WA	SPORTS STORE PURCHASES	-	1,225.40
EFT58010	11/02/2010	POSITION PARTNERS	SPORTS STORE PURCHASES	-	3,173.50
EFT58011	11/02/2010	STIRLING CONFECTIONERY PLUS	BALANCE OF TOPCON MACHINE RECEIVER PACKAGE PLUS TRIPOD CONFECTIONERY SUPPLIES	-	431.26
EFT58012	11/02/2010	STORM OFFICE NATIONAL	10 reems of photocopy paper	-	44.90
EFT58013	11/02/2010	NATIONAL SEA CHANGE TASKFORCE INC	BALANCE CONFERENCE REGISTRATION FEES EDWS	-	140.00
EFT58014	11/02/2010	ALBANY LOCK SERVICE	LOCK SUPPLIES & SERVICE	-	859.80
EFT58015	11/02/2010	ALBANY IGA	MILK	-	3.79
EFT58016	11/02/2010	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	-	304.68
EFT58017	11/02/2010	THE NAKED BEAN COFFEE ROASTERS	COFFEE SUPPLIES FOR ALAC CAFE	-	510.00
EFT58018	11/02/2010	THE VEGIE SHOP	FRUIT & VEGIES	-	183.00
EFT58019	11/02/2010	TICKETS.COM	DATABOX SUPPORT	-	104.10
EFT58020	11/02/2010	TOLL PRIORITY	FREIGHT CHARGES	-	214.51
EFT58021	11/02/2010	TROPICAL SHADE N SAILS	SUPPLY & ERECT ONE OFF SHADE SAIL	-	3,080.00
EFT58022	11/02/2010	VANCOUVER WASTE SERVICES	GREEN WASTE SERVICES	-	10,903.48
EFT58023	11/02/2010	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING	-	212.10
EFT58024	11/02/2010	LANDMARK LIMITED	tally counters prod no: 903655 w belt clip feature	-	24.24
EFT58025	11/02/2010	WESTERN WORK WEAR	PROTECTIVE CLOTHING	-	8.50
EFT58026	11/02/2010	THE WINDOW WASHER MAN	WINDOW CLEANING - VAC	-	36.00
EFT58027	11/02/2010	WURTH AUSTRALIA PTY LTD	CONSUMABLES FOR DEPOT	-	361.56
EFT58028	11/02/2010	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE	-	37.53
EFT58029	11/02/2010	ZIGATANGO	ZIGATANGO - ADJUSTMENT - REDCUCTION IN CHARGES	-	376.24
EFT58030	18/02/2010	ABA SECURITY	SECURITY SERVICES	-	838.91
EFT58031	18/02/2010	ACTIV FOUNDATION INC.	CLEANING RAGS	-	63.00
EFT58032	18/02/2010	AD CONTRACTORS PTY LTD	EARTHMOVING EQUIPMENT HIRE	-	5,406.00
EFT58033	18/02/2010	AERODROME MANAGEMENT SERVICES PTY LTD	Compliance Visit Review and up date manual, set up all records and filing system in accordance with CASA requirements & annual technical inspection	-	15,895.00
EFT58034	18/02/2010	ALBANY TOYOTA	VEHICLE PARTS/MAINTENANCE	-	792.75
EFT58035	18/02/2010	ALBANY CRANE HIRE	CRANE HIRE	-	1,595.00
EFT58036	18/02/2010	ALBANY VALUATION SERVICES	VALUATION SERVICES	-	770.00
EFT58037	18/02/2010	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	-	238.68

EFT58038	18/02/2010	ALBANY STATIONERS	STATIONERY SUPPLIES	-	11.70
EFT58039	18/02/2010	ALBANY FIBREGLASS	FIBREGLASS MATTING	-	41.09
EFT58040	18/02/2010	ALBANY STOCKFEEDS	DOG POUND FOOD	-	102.00
EFT58041	18/02/2010	TRICOAST CIVIL	CIVIL EARTHWORKS	-	4,235.00
EFT58042	18/02/2010	ALBANY REFRIGERATION	REPAIRS/MAINTENANCE TO COLD POOL COMPRESSOR AT ALAC	-	3,384.06
EFT58043	18/02/2010	ALBANY CARPET CHOICE	REPAIR TO GYM FLOOR	-	88.00
EFT58044	18/02/2010	ALBANY HISTORICAL SOCIETY	CLEANING & MANNING THE BRIG AMITY FOR THE MONTH OF: FEBRUARY 2010	-	600.00
EFT58045	18/02/2010	HOME TIMBER & HARDWARE	HARDWARE SUPPLIES	-	10.78
EFT58046	18/02/2010	ALBANY AUTO 1	POLYGLAZE POLISH	-	28.00
EFT58047	18/02/2010	ALBANY EISTEDDFOD COMMITTEE INCORPORATED	PETTY CASH FLOAT FOR THE EISTEDDFOD	-	400.00
EFT58048	18/02/2010	ALBANY OFFICE PRODUCTS - NORTH ROAD	STATIONERY SUPPLIES	-	42.50
EFT58049	18/02/2010	ALBANY NEWS DELIVERY	NEWSPAPER DELIVERIES	-	63.20
EFT58050	18/02/2010	ALBANY CENTRAL CABINETS	REMOVE CUPBOARD AND CUT DOWN TO ALLOW FOR A RECESS FOR	-	330.00
EFT58051	18/02/2010	ALBANY MILK DISTRIBUTORS	MILK DELIVERIES	-	223.22
EFT58052	18/02/2010	ALBANY OFFICE PRODUCTS - DAYCARE	laminating	-	25.00
EFT58053	18/02/2010	ALL HOSPITALITY	Drinking glasses	-	168.00
EFT58054	18/02/2010	ALLCOMMERCIAL FINANCE AUSTRALIA PTY LTD	MONTHLY LEASE PAYMENT FOR COMMERCIAL VAC & AQUA POOL CLEANER	-	471.31
EFT58055	18/02/2010	ALLPACK SIGNS PTY LTD	SIGNAGE	-	660.00
EFT58056	18/02/2010	ARDESS NURSERY	GARDEN SUPPLIES	-	64.80
EFT58057	18/02/2010	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	-	4,449.36
EFT58058	18/02/2010	AUSTRALIAN AIR EXPRESS PTY LIMITED	FREIGHT	-	192.70
EFT58059	18/02/2010	AUSTRALIAN BARBELL COMPANY	STANDARD BLACK RUBBER COATED SMILEY DISC	-	618.42
EFT58060	18/02/2010	ALBANY AUTOSPARK	4 X BBQ BATTERIES	-	136.00
EFT58061	18/02/2010	BAKERS JUNCTION ENGINEERING	ENGINEERING SERVICES	-	1,736.46
EFT58062	18/02/2010	BARNESBY FORD	VEHICLES/VEHICLE PARTS/REPAIRS	-	110.20
EFT58063	18/02/2010	BENNETTS BATTERIES	BATTERY PURCHASES	-	72.16
EFT58064	18/02/2010	ADVANCED TRAFFIC MANAGEMENT	TRAFFICE MANAGEMENT	-	3,249.13
EFT58065	18/02/2010	BEST OFFICE SYSTEMS	Ezescan Software (Subject to ten day trial)	-	7,570.00
EFT58066	18/02/2010	BEVANS (WA) PTY LTD	BAGS OF ICE	-	24.00
EFT58067	18/02/2010	ALBANY BITUMEN SPRAYING	BRICK PAVING OF FOOTPATH	-	330.00
EFT58068	18/02/2010	BOOEKASY AUSTRALIA PTY LTD	BOOEKASY COMMISSIONS MONTHLY FEES JANUARY 2010	-	8,496.80
EFT58069	18/02/2010	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE SUPPLIES	-	230.02
EFT58070	18/02/2010	CAMPBELL CONTRACTORS	Supply and lay 39m2 of concrete 100mm thick	-	2,840.00
EFT58071	18/02/2010	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE	-	1,096.26
EFT58072	18/02/2010	SYNERGY GRAPHICS	ARTWORK GRAPHICS FOR ALBANY CENTRAL AREA MASTERPLAN INCLUDING REPORT DISPLAY PANEL PUBLIC COMMENT FORM	-	4,207.50
EFT58073	18/02/2010	CHRISTOPHER CHARLES BURNELL	square metres Granite Stone work supplied and installed as per quotation no: EQU044_036_2009.4	-	10,000.00

EFT58074	18/02/2010	CID EQUIPMENT PTY LTD	Disconnect electrical wiring loom to rear sensors, causing ECU failure. Replaced ECU and reprogrammed and oil pressure sender switch	-	18,316.75
EFT58075	18/02/2010	CLARK TRANSPORT	TRANSPORT ANGUS BULL FROM YOUNGS SIDING TO MERCER ROAD POUND	-	93.50
EFT58076	18/02/2010	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL CONTRACT	-	2,821.07
EFT58077	18/02/2010	COFFEY PROJECTS (AUSTRALIA) PTY LTD	CULL ROAD	-	869.69
EFT58078	18/02/2010	COFFEY ENVIRONMENTS PTY LTD	ENVIRONMENTAL APPROVALS - FRENCHMAN BAY RD AND PRINCESS AVE ROAD WIDENING	-	2,477.75
EFT58079	18/02/2010	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	-	846.95
EFT58080	18/02/2010	CONCEPT BUILDING DESIGN & DRAFTING	Consulting Architect services for Emu Point Ablution Block as per request for quotation and General Conditions of contract for engagement of Consultant AS 4122-2000 Architect	-	6,798.00
EFT58081	18/02/2010	COURIER AUSTRALIA	FREIGHT FEES	-	169.53
EFT58082	18/02/2010	COUNTRY CARRIERS	FREIGHT CHARGES	-	252.07
EFT58083	18/02/2010	ALBANY SIGNS	SIGNAGE	-	462.00
EFT58084	18/02/2010	COVENTRYS	VEHICLE PARTS	-	42.48
EFT58085	18/02/2010	HOLCIM (AUSTRALIA) PTY LTD	concrete supplies	-	201.08
EFT58086	18/02/2010	AL CURNOW HYDRAULICS	VEHICLE PARTS/MAINTENANCE	-	827.46
EFT58087	18/02/2010	CYNERGIC COMMUNICATIONS	VPS - MANAGED SERVER	-	493.90
EFT58088	18/02/2010	LANDGATE	TITLE SEARCHES	-	3,286.26
EFT58089	18/02/2010	DOYLE S M	Translation of document from English to Japanese by Shuko Doyle	-	66.00
EFT58090	18/02/2010	ERGOLINK	Z REST FOOTREST MK1	-	645.25
EFT58091	18/02/2010	EVERTRANS	VEHICLE REPAIRS	-	15.40
EFT58092	18/02/2010	FARM FRESH WHOLESALERS	CATERING SUPPLIES	-	114.74
EFT58093	18/02/2010	FORTITUDE SECURITY SERVICES	CROWD CONTROL	-	1,089.00
EFT58094	18/02/2010	FREDERICKSTOWN MOTEL	ACCOMMODATION STAFF/COUNCILLORS	-	295.70
EFT58095	18/02/2010	GEOFABRICS AUSTRALASIA PTY LTD	MEG PANELS - WATER CORP - O/NO P8777 - DANNY COLEMAN	-	247.19
EFT58096	18/02/2010	BILL GIBBS EXCAVATIONS	EARTHMOVING EQUIPMENT HIRE	-	10,659.50
EFT58097	18/02/2010	GLASS SUPPLIERS	REGLAZE WINDOWS/DOORS	-	68.75
EFT58098	18/02/2010	LUSH GARDEN GALLERY	GARDEN SUPPLIES	-	68.00
EFT58099	18/02/2010	GORDON WALMSLEY PTY LTD	square metres Asphalt	-	10,137.00
EFT58100	18/02/2010	GOVERNMENT EDUCATION AND BUSINESS DIRECTORY	ADVERTISING	-	899.00
EFT58101	18/02/2010	GRAHAM DELACEY CONCRETE AND BOBCAT SERVICE	TILT TRAY HIRE	-	3,278.00
EFT58102	18/02/2010	GRANDE FOOD SERVICE	CATERING FOR TIME OUT CAFE	-	183.34
EFT58103	18/02/2010	GREAT SOUTHERN GROUP TRAINING	APPRENTICES FEES	-	5,844.69
EFT58104	18/02/2010	SOUTHERN BLADE WORKS	SHARPENED KNIVES	-	78.30
EFT58105	18/02/2010	GREAT SOUTHERN PACKAGING SUPPLIES	1 X PALLET OF HAND TOWELS	-	7,165.58
EFT58106	18/02/2010	GREAT SOUTHERN TURF	TURF SUPPLIES	-	50.00
EFT58107	18/02/2010	GREENLINE AG PTY LTD	mower blades	-	811.87
EFT58108	18/02/2010	GT BEARING AND ENGINEERING SUPPLIES	ROLLS PINK FLAGGING TAPE	-	152.60
EFT58109	18/02/2010	HARVEY WORLD TRAVEL (ALBANY)	TRAVEL EXPENSES, AIRFARES, ACCOMMODATION AND CAR HIRE	-	3,834.00

EFT58110	18/02/2010	HIDEWOOD QUALITY PRINTERS	FREQUENT SIPPER CARDS FOR TIME OUT CAFE	-	141.90
EFT58111	18/02/2010	RATTEN & SLATER MACHINERY	VEHICLE PARTS	-	85.25
EFT58112	18/02/2010	HOWARD PARK WINES	TOWN HALL TOTAL INCOME BOX OFFICE - PORTICO QUARTET	-	2,329.95
EFT58113	18/02/2010	HUDSON HENNING AND GOODMAN	SURRENDER AND NEW LEASE AND LICENCE FOR AIR BP AUSTRALIA PTY LTD	-	4,677.20
EFT58114	18/02/2010	IPWEA NATIONAL	1 Day Plant & Vehicle Seminar Perth 25 March 2010	-	264.00
EFT58115	18/02/2010	J AND J ROBINSON	FILTERS CHANGES AND SERVICE TO AWESOME WATER COOLER	-	65.00
EFT58116	18/02/2010	JOHN KINNEAR AND ASSOCIATES	SURVEY LEASE DRAWING FOR AIR BP ALBANY REGIONAL AIRPORT	-	1,650.00
EFT58117	18/02/2010	KEY2DESIGN	Update of Projects system as per quote 6699	-	4,647.50
EFT58118	18/02/2010	KING RIVER TURF	26 mtrs turf	-	149.76
EFT58119	18/02/2010	KLB SYSTEMS	Lenovo M58 Core 2 Duo E7500, 2GB RAM, 250GB HDD, GMA 4500 + DP to DVI Dongle, XP Pro, 3yr Warranty	-	6,479.00
EFT58120	18/02/2010	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	-	4,428.45
EFT58121	18/02/2010	LA FREEGARD	VARIOUS STUMP GRINDINGS FOR STREET TREES	-	1,364.00
EFT58122	18/02/2010	STATE LIBRARY OF WA	LOST/DAMAGED BOOKS	-	511.50
EFT58123	18/02/2010	LINK ENERGY PTY LTD	litres DIESEL FUEL	-	46,673.34
EFT58124	18/02/2010	LOADTEK AUST	HYDRAULIC PARTS & SERVICES	-	3,892.97
EFT58125	18/02/2010	LORLAINE DISTRIBUTORS PTY LTD	CATERING SUPPLIES	-	179.95
EFT58126	18/02/2010	LOWER KING LIQUOR & GENERAL STORE	2 bottles of Smirnoff Vodka @ \$36.99 each and 2 bottles Jim Beam at \$60 for two. Please deliver to North Road City Offices.	-	133.98
EFT58127	18/02/2010	M2 TECHNOLOGY PTY LTD	MESSAGES ON HOLD QUARTERLY INVOICE	-	377.01
EFT58128	18/02/2010	ALBANY CITY MOTORS	only Purchase of Holden Cruze Sedan (P565) 9016A as per quotation no: EQU044_032_2009.9	-	9,093.20
EFT58129	18/02/2010	METROOF ALBANY	DOWNPIPE & OUTLET	-	38.06
EFT58130	18/02/2010	MINTER ELLISON LAWYERS	LEASE - GRASMERE WIND FARM 2/12/2009 - 18/1/2010	-	2,004.75
EFT58131	18/02/2010	MINORBA GRAZING CO	lengths Pine Bollards as specified	-	720.00
EFT58132	18/02/2010	MODERN TEACHING AIDS PTY LTD	WEPLAY TRIKE MEDIUM	-	137.84
EFT58133	18/02/2010	MR MOO DAIRY DISTRIBUTORS	MILK DELIVERIES	-	199.50
EFT58134	18/02/2010	MT BARKER COMMUNICATIONS	TWO WAY RADIO REPAIRS/MAINT	-	297.50
EFT58135	18/02/2010	LGIS WORKCARE	INSURANCES	-	40,986.00
EFT58136	18/02/2010	NEVILLES HARDWARE & BUILDING SUPPLIES	HARDWARE SUPPLIES	-	78.00
EFT58137	18/02/2010	NEWBYS AUTOMOTIVE ELECTRICIANS	VEHICLE PARTS/REPAIRS	-	1,382.43
EFT58138	18/02/2010	PN & ER NEWMAN QUALITY CONCRETE PRODUCTS	only TRAFFICABLE MANHOLE COVERS 1200 X 1200 X 150 - COMBINATION BEVEL EDGE	-	3,025.00
EFT58139	18/02/2010	NIKANA CONTRACTING PTY LTD	REMOVAL OF RUBBISH BOAT HARBOUR SKIP BINS	-	2,254.12
EFT58140	18/02/2010	NOVOTEL LANGLEY PERTH HOTEL	ACCOMMODATION STAFF/COUNCILLORS	-	270.50
EFT58141	18/02/2010	NOVUS AUTOGLASS REPAIRS & REPLACEMENTS	CARRY OUT STONE CHIP REPAIR	-	55.00
EFT58143	18/02/2010	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES	-	383.35
EFT58144	18/02/2010	TRANS PACIFIC SUPERIOR PAK P/L	COLLECTION CHARGE WASTE OIL	-	310.20
EFT58145	18/02/2010	ORICA AUSTRALIA P/L	CHLORINE SUPPLIES	-	990.00
EFT58146	18/02/2010	PLASTICS PLUS	6 X 240 LITRE BINS - DARK GREEN BOTTOM WITH RED LID	-	1,493.81
EFT58147	18/02/2010	SOUNDPACK SOLUTIONS	Cloth CD inserts.	-	62.15

EFT58148	18/02/2010	R & L BITUMEN REPAIR SERVICES	BITUMEN REPAIRS	7,070.00
EFT58149	18/02/2010	RAECO INTERNATIONAL PTY LTD	DVD/CD Buffing Kit and Label Protectors	434.00
EFT58150	18/02/2010	RECHARGE-IT	CLEAN REFILL TONER CARTRIDGE - ALAC	79.20
EFT58151	18/02/2010	REECE PTY LTD	JOINTING LUBRICANT	44.72
EFT58152	18/02/2010	W P REID	Construct paved footpath at Alison Hartman Gardens	1,193.50
EFT58153	18/02/2010	REXEL AUSTRALIA	Portable Appliance Tester Quotation # 70665137	2,244.82
EFT58154	18/02/2010	RICOH FINANCE PTY LTD	PHOTOCOPIER CHARGES	14,047.88
EFT58155	18/02/2010	UNITED TOOLS ALBANY	HARDWARE/TOOL SUPPLIES	79.95
EFT58156	18/02/2010	SERVICE FINANCE CORPORATION LIMITED	LEASE AGREEMENT 1 X NEW LA CIMBALI PLUS 22 GROUP COFFEE MACHINE	321.76
EFT58157	18/02/2010	SHERIDANS FOR BADGES	BADGES	114.01
EFT58158	18/02/2010	SHENTON ENTERPRISES	SENSOR BAR FOR AQUA PRINCE	238.15
EFT58159	18/02/2010	SHEILAH RYAN	GARDENING AT VAC	300.00
EFT58160	18/02/2010	SIGNS PLUS	SIGNAGE	46.20
EFT58161	18/02/2010	SKAL INTERNATIONAL ALBANY	MEMBERSHIP FEES SKAL ALBANY 2010	145.00
EFT58162	18/02/2010	SKILL HIRE	CASUAL STAFF	1,871.43
EFT58163	18/02/2010	SKYWEST AIRLINES	AIRFARES STAFF/COUNCILLORS	482.85
EFT58164	18/02/2010	SUE SMITH	REIMBURSEMENT OF COFFEE SUPPLIES	29.70
EFT58165	18/02/2010	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE	489.50
EFT58166	18/02/2010	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	90.00
EFT58167	18/02/2010	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING GOODS	1,573.49
EFT58168	18/02/2010	DEPARTMENT OF PREMIER & CABINET	GOVERNMENT GAZETTE ADVERTISING	87.15
EFT58169	18/02/2010	ST JOHN AMBULANCE AUSTRALIA	first aid training 3 x staff	435.00
EFT58170	18/02/2010	STORM OFFICE NATIONAL	COPY SERVICE CHARGES	61.04
EFT58171	18/02/2010	SUBWAY	3 X 'B' SUBWAY PLATTERS	205.00
EFT58172	18/02/2010	SUGGS TIMBER MACHINING	JARRAH MOULDINGS	55.00
EFT58173	18/02/2010	SYNERGY	ELECTRICITY SUPPLIES	54,067.27
EFT58174	18/02/2010	T & C SUPPLIES	BAGS OF RAPID CEMENT	1,611.98
EFT58175	18/02/2010	JTAGZ PTY LTD	DOG TAGS EXPIRY 31 OCT 2010 STARTING 2501 TO 3000	192.50
EFT58176	18/02/2010	TALBOT MJP & VJ	Rates refund for assessment A45995	710.42
EFT58177	18/02/2010	TOPCON POSITIONING SYSTEMS (AUSTRALIA) PTY LTD	CIVILCAD MAINTENANCE PLAN #4 (6 LICENCES)	1,457.50
EFT58178	18/02/2010	TRAILBLAZERS	SAFETY EQUIPMENT AND WORK WEAR	712.05
EFT58179	18/02/2010	TRU-BLU GROUP PTY LTD	LIGHTING TOWER HIRE	1,060.96
EFT58180	18/02/2010	ALBANY TYREPOWER	TYRE PURCHASES/MAINTENANCE	656.00
EFT58181	18/02/2010	VANCOUVER WASTE SERVICES	GREEN WASTE SERVICES	27,150.74
EFT58182	18/02/2010	IT VISION AUSTRALIA PTY LTD	ONLINE DEVELOPMENT APPLICATION TRACKING TOOL	14,672.85
EFT58183	18/02/2010	WESTERN AUSTRALIAN CRICKET ASSOCIATION INC	10 ton cricket pitch soil and delivery	2,662.00
EFT58185	18/02/2010	VICTOR WEBB	FIRE OF EQUIPMENT - AUSTRALIA DAY CELEBRATIONS	1,687.50
EFT58186	18/02/2010	ALBANY & GREAT SOUTHERN WEEKENDER	Insert of Graffiti Buster's brochure in to Weekender plus free 1/4 page advert.	2,509.78
EFT58187	18/02/2010	THINKWATER ALBANY	IRRIGATION SUPPLIES	859.63
EFT58188	18/02/2010	WESTRAC EQUIPMENT PTY LTD	VEHICLE PARTS	582.81

EFT58189	18/02/2010	WA LOCAL GOVERNMENT ASSOCIATION	New Award Training - Butcher	-	352.00
EFT58190	18/02/2010	LANDMARK LIMITED	PURCHASE OF 5 LITRES OF INCIDE WETTING AGENT	-	276.87
EFT58191	18/02/2010	WESTERN AUSTRALIAN ELECTORAL COMMISSION	ORDINARY ELECTION 17TH OCTOBER 2009	-	59,633.34
EFT58192	18/02/2010	WESTSIDE FIRE SERVICES	TESTING AND INSPECTION	-	264.00
EFT58193	18/02/2010	WESTERN WORK WEAR	PRIME MOVER POLO	-	216.10
EFT58194	18/02/2010	WOOD AND GRIEVE ENGINEERS	State Blackspot design - Bathurst Street, FLOOD MITIGATION, COPAL RD DRAINAGE DESIGN, NEW EMU POINT ABLUTION BLOCK & MILLBROOK ROAD WORKS	-	24,497.00
EFT58195	18/02/2010	YAKKA PTY LTD	UNIFORMS	-	354.44
EFT58196	18/02/2010	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE	-	76.63
EFT58197	18/02/2010	ZIPFORM	RATES STATIONERY - 4TH INSTALMENT NOTICES	-	2,927.62
EFT58198	23/02/2010	DAVID HUGHES	INJURY MANAGEMENT TRAINING REIMBURSEMENTS	-	614.15
EFT58199	25/02/2010	ABA SECURITY	Fire and Security Maintenance and Checks monthly	-	132.00
EFT58200	25/02/2010	AD CONTRACTORS PTY LTD	DRY HIRE OF LOADER AS PER CONTRACT CO6008	-	3,400.00
EFT58201	25/02/2010	EDENBORN PTY LTD	Contract Mowing for the month of November 2009	-	12,452.55
EFT58202	25/02/2010	ALBANY ADVERTISER LTD	ADVERTISING	-	3,509.06
EFT58203	25/02/2010	ALBANY SWEEP CLEAN	Sweep carparks, cycleways and boardwalks as per quotation	-	1,800.00
EFT58204	25/02/2010	ALBANY REFRIGERATION	REFRIGERATION/AIR CONDITIONING REPAIRS & MAINTENANCE	-	206.80
EFT58205	25/02/2010	ALBANY OFFICE PRODUCTS - NORTH ROAD	LARGE SHARPENER-BEROL BRAND	-	89.50
EFT58206	25/02/2010	ALBANY CITY CLEANERS	WINDOW CLEANING	-	960.96
EFT58207	25/02/2010	ALBANY OFFICE PRODUCTS - FORTS	STATIONERY SUPPLIES	-	27.65
EFT58208	25/02/2010	ALBANY OFFICE PRODUCTS - WORKS DEPOT	STATIONERY SUPPLIES	-	73.65
EFT58209	25/02/2010	ALBANY OFFICE PRODUCTS - LIBRARY	STATIONERY SUPPLIES	-	55.55
EFT58210	25/02/2010	ALINTA	GAS USAGE CHARGES	-	3,252.05
EFT58211	25/02/2010	ALLPACK SIGNS PTY LTD	SIGNAGE	-	203.50
EFT58212	25/02/2010	HELEN N ALLEN	Rates refund for assessment A217170	-	92.38
EFT58213	25/02/2010	ANGUS AND ROBERTSON BOOK WORLD	NEWSPAPERS/BOOKS/MAGAZINES/STATIONERY	-	294.43
EFT58214	25/02/2010	ANNETTE DAVIS	CO-ORDINATION AND PLANNING OF THE 2010 COA ART PRIZE - NOV/DEC2009/JAN/FEB2010 + EXPENSES	-	8,253.99
EFT58215	25/02/2010	ASCOT QUAYS APARTMENT HOTEL	ACCOMMODATION STAFF/COUNCILLORS	-	340.00
EFT58216	25/02/2010	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	-	3,058.07
EFT58217	25/02/2010	BALL BODY BUILDERS	lengths 300MM CONCRETE PIPES CLASS 4	-	870.00
EFT58218	25/02/2010	BARNESBY FORD	VEHICLES/VEHICLE PARTS/REPAIRS	-	1,555.80
EFT58219	25/02/2010	ADVANCED TRAFFIC MANAGEMENT	TRAFFIC MANAGEMENT	-	2,436.85
EFT58220	25/02/2010	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE/TOOL SUPPLIES	-	183.02
EFT58221	25/02/2010	CAMLIN SPRINGS WATER DISTRIBUTORS	WATER CONTAINER REFILLS	-	708.00
EFT58222	25/02/2010	CAPE BYRON IMPORTS	SPORTS STORE EQUIPMENT	-	142.33
EFT58223	25/02/2010	ANDRIENA CIRIC	EMA TRAINING COURSE - REIMBURSEMENTS	-	290.57
EFT58224	25/02/2010	CID EQUIPMENT PTY LTD	VEHICLE PARTS	-	159.28
EFT58225	25/02/2010	COFFEY PROJECTS (AUSTRALIA) PTY LTD	CULL ROAD	-	6,071.45
EFT58226	25/02/2010	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE	-	391.69
EFT58227	25/02/2010	SUE CODEE	CULTURAL PLANNING CO-ORDINATOR FEES FOR LATE 2009	-	220.00



EFT58228	25/02/2010	COFFEY ENVIRONMENTS PTY LTD	Delivery of works as outlined in Request for Quotation: Realignment of the Stidwell Bridle Trail EQU044_030_2009.36 and development of the city of albany reserve asset management plan	-	23,480.97
EFT58229	25/02/2010	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	-	541.43
EFT58230	25/02/2010	HOLCIM (AUSTRALIA) PTY LTD	tonnes METAL DUST DELIVERED TO CITY OF ALBANY DEPOT	-	1,155.44
EFT58231	25/02/2010	AL CURNOW HYDRAULICS	Replace hydraulic hose on Backhoe	-	438.63
EFT58232	25/02/2010	DATA #3 LIMITED	WINDOWS SERVER 2008 R2 STANDARD LICENCE	-	872.94
EFT58233	25/02/2010	LANDGATE	TITLE SEARCHES	-	385.80
EFT58234	25/02/2010	G & M DETERGENTS & HYGIENE SERVICES ALBANY	HYGIENE CONTRACT	-	1,575.86
EFT58235	25/02/2010	DOME CAFE ALBANY	COFFEES FOR MEDIA FAMIL GUESTS	-	58.50
EFT58236	25/02/2010	R & RJ EWING	Rates refund for assessment A69537	-	64.30
EFT58237	25/02/2010	EVERITE SIGNS	SIGNWRITING/SIGN PURCHASES	-	253.00
EFT58238	25/02/2010	FARM FRESH WHOLESALERS	CATERING SUPPLIES	-	196.42
EFT58239	25/02/2010	GALAXY RESOURCES LTD	Rates refund for assessment A206789	-	1,444.44
EFT58240	25/02/2010	BILL GIBBS EXCAVATIONS	EARTHMOVING EQUIPMENT HIRE	-	2,904.00
EFT58241	25/02/2010	GORDON WALMSLEY PTY LTD	Lay hotmix at quarry exit	-	880.00
EFT58242	25/02/2010	GREAT SOUTHERN PERSONNEL	LIBRARY ASSISTANT SERVICES	-	71.87
EFT58243	25/02/2010	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING GOODS	-	551.69
EFT58244	25/02/2010	GROCOTT TRANSPORT	TRANSPORT SERVICES	-	6,996.22
EFT58245	25/02/2010	GSM AUTO ELECTRICAL	VEHICLE PARTS/MAINTENANCE	-	14.80
EFT58246	25/02/2010	PROTECTOR FIRE SERVICES PTY LTD	FIRE EQUIPMENT MAINTENANCE	-	707.03
EFT58247	25/02/2010	HIGHWAY SUPERMARKET	CATERING	-	101.80
EFT58248	25/02/2010	HOWARD AND HEAVER ARCHITECTS	OLD POST OFFICE - RETAINING WALL	-	5,828.90
EFT58249	25/02/2010	HUDSON HENNING AND GOODMAN	DISPUTE RE ALBANY LEISURE & AQUATIC CENTRE	-	3,360.50
EFT58250	25/02/2010	INFRASTRUCT CONTRACTING P/L	FIRE BREAKS TRACTORS HOURS AND SLASHING	-	4,149.75
EFT58251	25/02/2010	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA	MEMBERSHIP SUBSCRIPTION FEES	-	319.00
EFT58252	25/02/2010	INSTROLECT	INSTRUMENT & ELECTRICAL REPAIRS & MAINTENANCE	-	3,331.47
EFT58253	25/02/2010	ISIS CAPITAL LIMITED	MONTHLY GYM EQUIPMENT	-	3,494.82
EFT58254	25/02/2010	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	-	9,339.95
EFT58255	25/02/2010	LAMP REPLACEMENTS AUSTRALIA PTY LTD	FILTERS	-	23.65
EFT58256	25/02/2010	LANDFILL GAS AND POWER PTY LTD	LANDFILL GAS AND POWER SUPPLY - LEISURE CENTRE	-	33,575.75
EFT58257	25/02/2010	LEASE CHOICE	LEASE PAYMENT RICOH V1691100006	-	970.20
EFT58258	25/02/2010	LOCAL GOVERNMENT MANAGERS AUSTRALIA	POCKET DIARIES	-	95.90
EFT58259	25/02/2010	LORLAINE DISTRIBUTORS PTY LTD	CLEANING GOODS	-	330.25
EFT58260	25/02/2010	M2 TECHNOLOGY PTY LTD	QUARTERLY INVOICE	-	402.60
EFT58261	25/02/2010	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS	-	300.35
EFT58262	25/02/2010	EMMA MARTIN	SOUTH WEST VISITOR CENTRE MEETING - REIMBURSEMENTS	-	86.67
EFT58263	25/02/2010	MATT GOODWIN PLUMBING & GAS	PLUMBING & GAS REPAIRS	-	5,689.20
EFT58264	25/02/2010	MCGNALLY NEWTON LANDSCAPE ARCHITECTS	Design for Stage 1 of the AWARE Centre Landscape Project	-	1,980.00
EFT58265	25/02/2010	MJB INDUSTRIES PTY LTD	only COMBINATION COVERS 1200MM X 1200MM and inverted reinforced concrete box culverts	-	11,568.26

EFT58266	25/02/2010	MT BARKER COMMUNICATIONS	1 X INVESTIGATE PROBLEMS WITH GWN STATION OUT AT WELLSTEAD. APPROX COST ONLY	-	495.00
EFT58267	25/02/2010	NEWBYS AUTOMOTIVE ELECTRICIANS	VEHICLE PARTS/REPAIRS	-	848.00
EFT58268	25/02/2010	OCS SERVICES PTY LTD	CLEANING SERVICES	-	20,733.64
EFT58269	25/02/2010	OMNITECH SERVICES PTY LTD	Purchase of 40 FST 193 S HOOKS	-	313.28
EFT58270	25/02/2010	ORICA AUSTRALIA P/L	CHLORINE SUPPLIES	-	1,237.46
EFT58271	25/02/2010	A R PASHLEY	1 X COPY OF POLICING OUT STATE" BY A R PASHLEY"	-	70.00
EFT58272	25/02/2010	LAURIE PIGGOTT CONSULTING PTY LTD	CITY OF ALBANY - DEVELOPER CONTRIBUTION SCHEME asphalt supplies	-	1,567.50
EFT58273	25/02/2010	PIONEER ROAD SERVICES PTY LTD	tonnes 14mm Washed Metal	-	1,980.00
EFT58274	25/02/2010	HANSON CONSTRUCTION MATERIALS PTY LTD	CONSULTANCY FEES IN RELATION TO THE REVIEW OF PROPOSED AMENDMENTS TO PLANNING PROCEDURES OF THE CITY PLANNING SCHEME	-	2,614.46
EFT58275	25/02/2010	PLANNING INSTITUTE AUSTRALIA (WA DIVISION)		-	1,200.00
EFT58276	25/02/2010	POWELL SECURITY SERVICES	SERURITY SERVICES	-	80.00
EFT58277	25/02/2010	RAECO INTERNATIONAL PTY LTD	Duraseal Covering Contact	-	563.65
EFT58278	25/02/2010	RECE PTY LTD	STORMWATER PIPE PVC	-	638.88
EFT58279	25/02/2010	REPCO AUTO PARTS	VEHICLE PARTS	-	7.60
EFT58280	25/02/2010	PREMIER HOTEL AND BOTTLE SHOP	ALCOHOL FOR TOWN HALL KIOSK	-	47.99
EFT58281	25/02/2010	ALBANY SANDWICH BAR	MILK SUPPLIES	-	40.00
EFT58282	25/02/2010	ALBANY SCAFFOLD HIRE	SCAFFOLD HIRE	-	3,264.60
EFT58283	25/02/2010	SECUREPAY PTY LTD	WEB PAYMENTS SEAT ADVISOR PRICING - TRANSACTION FEE	-	31.58
EFT58284	25/02/2010	SERENITY PARK	DISPOSAL OF DOGS	-	330.00
EFT58285	25/02/2010	G & L SHEETMETAL	DOOR SKIN PANELS	-	231.00
EFT58286	25/02/2010	SKILL HIRE	LABOUR HIRE	-	260.84
EFT58287	25/02/2010	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE	-	1,024.21
EFT58288	25/02/2010	SOUTHERN TOOL & FASTENER CO	CATERING GOODS	-	157.80
EFT58289	25/02/2010	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING GOODS	-	1,264.76
EFT58290	25/02/2010	SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES	-	125.40
EFT58291	25/02/2010	STIRLING SOFT DRINKS PTY LTD	DRINK SUPPLIES	-	45.10
EFT58292	25/02/2010	STIRLING CONFECTIONERY PLUS	CONFECTIONERY SUPPLIES	-	670.63
EFT58293	25/02/2010	SUCKLINGS CARPENTRY AND HOME MAINTENANCE	TRAFFIC MANAGEMENT	-	2,066.02
EFT58294	25/02/2010	ALBANY LOCK SERVICE	LOCK SUPPLIES & SERVICE	-	122.45
EFT58295	25/02/2010	SYNERGY	ELECTRICITY SUPPLIES	-	1,168.50
EFT58296	25/02/2010	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	-	223.06
EFT58297	25/02/2010	THE NAKED BEAN COFFEE ROASTERS	COFFEE SUPPLIES FOR ALAC CAFE	-	270.00
EFT58298	25/02/2010	DAVID THEODORE	REIMBURSE MILEAGE CLAIM	-	72.07
EFT58299	25/02/2010	THE VEGIE SHOP	GROCERIES	-	360.00
EFT58300	25/02/2010	THINKWATER ALBANY	IRRIGATION SUPPLIES	-	833.08
EFT58301	25/02/2010	THRIFTY CAR RENTAL	CAR HIRE FOR CEO PAUL RICHARDS	-	154.07
EFT58302	25/02/2010	TICKETS.COM	DATABOX SUPPORT	-	104.10
EFT58303	25/02/2010	TOTAL EDEN	Pump for frenchmans bay toilets and garden supplies	-	3,194.20
EFT58304	25/02/2010	TOTALLY CONFIDENTIAL RECORDS MANAGEMENT	PLAN CARTON - RCL5	-	202.40

EFT58305	25/02/2010	VANCOUVER WASTE SERVICES	GREEN WASTE SERVICES	-	198.40
EFT58306	25/02/2010	IT VISION AUSTRALIA PTY LTD	Records Administration Course and financial course	-	1,760.00
EFT58308	25/02/2010	WELLSTEAD RESOURCE AND TELECENTRE	PHOTOCOPY CHARGES	-	5.60
EFT58309	25/02/2010	WESTERBERG PANEL BEATERS	INSURANCE EXCESS	-	300.00
EFT58310	25/02/2010	WESTRAC EQUIPMENT PTY LTD	VEHICLE PARTS	-	57.95
EFT58311	25/02/2010	LANDMARK LIMITED	20 black star pickets 1.5 mtr/ 20 plastic caps	-	120.78
EFT58312	25/02/2010	WESTSHRED DOCUMENT DISPOSAL	DOCUMENT DISPOSAL	-	960.30
EFT58313	25/02/2010	WESTERN WORK WEAR	SAFETY EQUIPMENT AND WORK WEAR	-	320.00
EFT58314	25/02/2010	THE WOMENS CHRISTIAN TEMPERANCE UNION OF WA	1 X COPY - THE STRENGTH OF WHITE RIBBON	-	7.50
EFT58315	25/02/2010	WREN OIL	WASTE OIL DISPOSAL	-	456.50
			<b>TOTAL</b>	-	<b>1,781,140.97</b>

**TRUST CHEQUES AND ELECTRONIC FUNDS TRANSFER PAYMENTS**

Chq	Date	Name	Description	Amount
			<b>TOTAL</b>	
<b>MASTERCARD TRANSACTIONS</b>				
	29/01/2010	Skywest Airlines Pty Ltd	Air Fare - N Stringall - IT Vision User Group Conference.	507.05
	6/01/2010	Skywest Airlines Pty Ltd	Air Fare - SLWA Exchange.	367.35
	15/01/2010	Flight Centre	Air Fare Perth/Sydney/Perth - Professional development - D Adeline.	444.95
	15/01/2010	Dick Smith	Photographic equipment.	403.14
	7/01/2010	Rustlers Steakhouse	Skywest and Council Staff.	243.25
	22/01/2010	Skywest Airlines Pty Ltd	Air Fares - CEO and Mayor - LGMA Conference.	1,084.50
	22/01/2010	Hyatt Regency Perth	CEO / Skywest meeting.	279.50
	28/01/2010	Skywest Airlines Pty Ltd	CEO meeting with DLG and DEC.	542.25
		Sundry < \$ 200.00		1,106.40
			<b>TOTAL</b>	<b>4,978.39</b>



**AUDIT COMMITTEE**  
FIN057 (AM8010335)

**MINUTES**

for meeting held at 11.00 PM on Tuesday , 08<sup>th</sup> December 2009  
in the Council Chambers

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**1.0 ATTENDANCES**

The meeting commenced at 11.10 PM.

**Councillors:**

Frederickstown Ward	D Price (Chair)
Yakamia Ward	J Matla

**Staff:**

Chief Executive Officer	P Richards
Executive Manager Business Governance	S Jamieson (Minutes)
Manager Finance	P Wignall

**External Auditors:**

Mr Russel Harrison  
Mr Chris Harrison

**Public Gallery and Media:**

Nil

**Apologies/Leave of Absence:**

Frederickstown Ward	D Wellington (Apologies)
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**2.0 ELECTION OF CHAIR PERSON**

**Nomination:** Chair – Councillor Price

**ITEM 2.0 – COMMITTEE RECOMMENDATION 1**

**MOVED: COUNCILLOR MATLA**  
**SECONDED: COUNCILLOR PRICE**

**THAT Councillor Price be APPOINTED Chairperson of the Audit Committee.**

**MOTION CARRIED 2-0**

### 3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

#### ITEM 3.0 – COMMITTEE RECOMMENDATION 2

**MOVED: COUNCILLOR MATLA  
SECONDED: COUNCILLOR PRICE**

**THAT the minutes of the Audit Committee meeting held on 24<sup>th</sup> October 2008, as previously distributed, be confirmed as a true and accurate record of proceedings.**

**MOTION CARRIED 2-0**

### 4.0 DISCLOSURE OF INTEREST

[Elected members of Council and staff 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]

Nil

### 5.0 REVIEW OF 2008/2009 ANNUAL ACCOUNTS

The Committee reviewed the 2008/09 Annual Accounts, the content of the Audit Management Letter, Audit Observations, and Officer Responses.

Mr Russell Harrison gave an overview of the independent auditors report.

An overview was given on the following:

- Income Statement, page 1. Mr Harrison stated that according to a Price Waterhouse analysis report on Local Government, the deficit as a proportion of operating revenue is running at 11 percent, which is 1 percent higher than the 10 percent recommended bench mark from a sustainability point of view.
- Cash Flow, page 5.
- Current Ratio, Untied Cash to Unpaid Trade Creditors Ratio, page 29.
- Gross Debt to Revenue Ratio, there has been an improvement in this element during this reporting period.
- Gross Debt to Economically Realisable Asset Ratio, the City is less than the recommended 30 percent benchmark.
- Rate Coverage Ratio, City is in a good position as it has a good rate base.
- Outstanding Rate Ratio, being maintained at an acceptable level.

Councillor Price asked if the auditor had any further questions of the City.

The CEO, thanked the auditors for working with us and providing commentary on the financial position of the City.

The Chair, acknowledge the contribution made by the auditors and the work undertaken by the finance team:

- a. in preparing the financial statements;
- b. contributing to the audit process;
- c. the stamina with which the financial issues were addressed and reported; and
- d. how the staff have responded to financial challenges this year.

Its positive and heartening that we can see a light at the end of the tunnel and remain a sustainable council.

**6.0 AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 JUN 09**

**ITEM 3.0 – COMMITTEE RECOMMENDATION 3**

**MOVED: COUNCILLOR MATLA  
SECONDED: COUNCILLOR PRICE**

**THAT the Audit Committee NOTE the Audit Reports and Officer responses for the year ending 30<sup>th</sup> June 2009.**

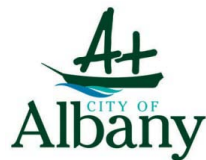
**That COUNCIL in accordance with the requirements of section 5.54 of the *Local Government Act 1995*, ACCEPT the City of Albany Audited Financial Statements for the year ending 30<sup>th</sup> June 2009.**

**MOTION CARRIED 2-0**

**7.0 CLOSURE OF MEETING**

There being no further business, the Chair declared the meeting closed at 12.00 PM.

**Note:** Annual Report 2008-2009 distributed separately.



**AUDIT COMMITTEE  
FIN020 (AM8011178)**

Minutes for the Audit Committee meeting held in the Margaret Coates Boardroom on  
Friday 26<sup>th</sup> February 2010 4.00pm

**Terms of Reference:**

*To review annual results of the external auditor prior to Council adoption of annual accounts.*

*The Act and Regulations prescribe the scope of the external audit of the annual financial statements of a local government.*

---

Councillor Price declared the meeting open at: 4.05pm

**1.0 ATTENDANCE**

**Councillors:**

Frederickstown Ward  
Frederickstown Ward

D Price (Chairperson)  
D Wellington (Member)

**Staff:**

Executive Director Corporate and Community Services  
Manager Finance  
Assistant Business Governance Officer

WP Madigan  
P Wignall  
J Williamson (Minutes)

**Apologies:**

Yakamia Ward  
Chief Executive Officer  
Executive Manager Business Governance

J Matla (Member)  
P Richards  
S Jamieson

**2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**ITEM: 2.0 - OFFICER RECOMMENDATION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED COUNCILLOR WELLINGTON  
SECONDED COUNCILLOR PRICE**

**THAT the minutes of the Audit Committee meeting held on the 8<sup>th</sup> December 2009 be  
accepted as a true and correct record of that meeting.**

**CARRIED 2-0**



### 3.0 DISCLOSURES OF INTEREST

### 4.0 ITEMS FOR DISCUSSION

### 4.1 APPOINTMENT OF AUDITOR

#### Background

On the 28<sup>th</sup> January 2010 the City of Albany appointed auditor resigned in accordance with section 7.6(2)(e) of the Act. A copy of the letter is attached to the agenda.

A request for tender (C10003) was advertised on Thursday 11<sup>th</sup> February 2010, closing on 24<sup>th</sup> February 2010.

A copy of the tender documents can be found at: <http://www.albany.wa.gov.au/your-council/quotes-and-tenders/tenders/>

#### Action required

The committee is responsible for reviewing the submitted tenders and recommending an appointment to Council.

The following defines the applicable sections of the Act for the appointment of auditors.

Local Government Act 1995, Division 2 – Appointment of Auditors

*Section 7.2. The accounts and annual financial report of a local government for each financial year are required to be audited by an auditor appointed by the local government.*

*Section 7.3(1). A local government is to, from time to time whenever such an appointment is necessary or expedient, appoint\* a person, on the recommendation of the audit committee, to be its auditor. – Absolute Majority Required.*

*Section 7.3(2). The local government may appoint one or more persons as its auditor.*

*Section 7.3(3). The local government's auditor is to be a person who is —*  
*(a) a registered company auditor; or*  
*(b) an approved auditor.*

*Section 7.6(1). The appointment of a local government's auditor is to have effect in respect of the audit of the accounts and annual financial report of the local government for a term of not more than 5 financial years, but an auditor is eligible for re-appointment.*

*Section 7.6 (2) The appointment of an auditor of a local government ceases to have effect if —*  
*(a) his or her registration as a registered company auditor is cancelled;*  
*(b) his or her approval as an approved auditor is withdrawn;*  
*(c) he or she dies;*  
*(d) the auditor ceases to be qualified to hold office as auditor or becomes a disqualified person;*  
*(e) the auditor resigns by notice in writing addressed to the local government; or*  
*(f) the appointment is terminated by the local government by notice in writing.*

**Item 4.0 continued.**

Four tenders to provide audit services were received. The tenders were evaluated by two employees. The following Selection Criteria Weightings were applied to the tenders:

<b>Selection Criteria</b>	<b>Weighting</b>
Professional and Technical Skills	25%
Relevant Experience	25%
Methods of Operation	15%
Customer Relations	10%
Price - Annual	15%
Price – Hourly Fee	10%

The average weighted score of the two evaluations is as follows:

<b>Audit Firm</b>	<b>Average Weighted Score</b>
William Buck Audit (WA) Pty Ltd	533.90
BDO Audit (WA) Pty Ltd	605.30
UHY Haines Norton	640.60
Grant Thornton Audit Pty Ltd	644.00

**ITEM: 4.1 - DRAFT COMMITTEE RECOMMENDATION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED COUNCILLOR WELLINGTON  
SECONDED COUNCILLOR PRICE**

**THAT Council appoint: Grant Thornton Audit Pty Ltd as the City of Albany's Auditor for a period of four years.**

**CARRIED 2-0**

**6.0 ITEMS TO BE DISCUSSED AT NEXT MEETING**

None advised.

**7.0 DATE OF NEXT MEETING**

To be advised.

**8.0 CLOSURE OF MEETING**

Councillor Price declared the meeting closed at 4.25pm.

**Attachment:**

- A. Letter of Resignation dated 28 January 2010.



Doc No: City of Albany Records  
File: ICR8096957  
FIN020  
Date: 01 FEB 2010  
Officer: CEO1;MLAO2;MFIN1  
Attach:

cityaud/Letter resignation auditor/rh:jw

28 January 2010



The Councillors  
City of Albany  
PO Box 484  
**ALBANY WA 6331**  
Attention: Paul Richards – Chief Executive Officer

Dear Council

It is with regret that I formally advise you of my resignation as Auditor of the City of Albany from 1 July 2009. Clause 2.9 (d) of our current audit contract (dated 29 September 2006), states that the audit appointment is terminated if; "the Auditor resigns in notice in writing to Council".

I have made this decision as I have been unable to engage suitable audit staff to join our team at Lincolns. This has given rise to an unacceptable risk that I may be unable to complete your 2009/10 audit in a timely and efficient manner. The 2009/10 year is the final year of our four year contract.

This has been a very difficult decision. Lincolns have been providing this service to both the Town, and the Shire and then the City of Albany since approximately 1987.

I have contacted both your CEO, Paul Richards and Manager of Finance to ensure Council will have sufficient time to appoint a new auditor to undertake the 2009/10 audit function.

I intend to continue providing an audit service in the Great Southern Region at a reduced level.

I wish both the City and Councillors success in your future endeavours.

Yours faithfully

A handwritten signature in black ink, appearing to read "Russell Harrison".

Russell Harrison



'Liability limited by a scheme approved under Professional Standards Legislation'

*Our vision is to be recognised as a business with a broad range of skills  
committed to contributing most to our client's success.*

Visit us at: [www.lincolns.com.au](http://www.lincolns.com.au)

**Partners**  
Russell Harrison  
Gary Philpott  
Craig Anderson  
Brendan Taylor

70-74 Frederick Street  
PO Box 494  
Albany, WA 6331  
Telephone: (08) 9841 1200  
Fax: (08) 9842 1034  
Email: [lincolns@lincolns.com.au](mailto:lincolns@lincolns.com.au)  
Web: [www.lincolns.com.au](http://www.lincolns.com.au)

**MINUTES**  
**SENIOR ADVISORY COMMITTEE MEETING**  
**HELD IN THE CITY OF ALBANY CIVIC ROOM - THURSDAY 18<sup>th</sup> February 2010**

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**0.0 Meeting to commence at:** 10.06am

**1.0 Attendance, Apologies and Guests:**

**Attendees:**

Cr Don Dufty	COA Councillor
Tricia Martin	COA Community Development Officer
Amanda Porritt	COA Community Development Administration Officer
Michael Calton	National Seniors Australia
Celia Barnesby	Senior Citizen Centre (Meals on Wheels)
Middy Dumper	Seniors Community Representative
David Mattinson	Association of Independent Retirees
Patsy Ranger	Over 50's Recreation Association

**Apologies:**

Cr Des Wolfe	COA Councillor
Kim Buttfield	WA Country Health Service (Injury Prevention)
Colleen Tombleson	Lions Community Care Centre
Ruth Watson	Seniors Community Representative
Esme' Justins	Albany Breaksea Ladies Probus Club

**2.0 Disclosure of Interest:**

Don Dufty disclosed interest in subject discussed in Item 7.1 of these minutes.

**3.0 Confirmation of Previous Minutes:**

**Motion:**

That the minutes of the previous meeting held on the 21<sup>st</sup> January 2010 are confirmed to be a true and accurate record of proceedings.

**Moved:** \_\_Patsy Ranger\_\_

**Seconded:** \_\_Middy Dumper\_\_

**Carried:** \_\_6/0\_\_

**4.0 Business Arising from the Previous Minutes:**

**4.1 Seniors Advisory Committee Action Sheet**

Please refer to the attached (attachment 1) Seniors Advisory Committee Action Sheet updated 18/02/10.

Action arose relating to Item # 3 from Action Sheet; the Committee would like to invite the City of Albany Corporate Services Officer to give a short overview on insurance coverage for clubs/groups within COA buildings, for events and hire of buildings at the 18 March 2010 meeting.

#### 4.2 Seniors Advisory Committee Terms of Reference

Please find attached the changes to the Committee's Terms of Reference (attachment 2). The Committee was requested to discuss and provide recommendation regarding the changes to this document.

##### **Recommendation:**

That the City of Albany endorse the reviewed Terms of Reference for the City of Albany Seniors Advisory Committee and the committee act under the guidance of these terms of reference effective immediately upon endorsement by Council.

Moved: Michael Calton

Seconded: Middy Dumper

Carried: 6/0

#### 5.0 Correspondence In:

- Letter from the Over 50's Recreation Association Albany (Inc) to the City of Albany in relation to Seniors concession prices being applied to all City of Albany venues. (Attachment 3) – received at meeting.
- General Circular from FESA in relation to the new smoke alarm regulations. (Attachment 4) – received at meeting.

#### 6.0 Correspondence Out:

- Letter to Albany Regional Volunteer Service (attachment 5) – posted 08/02/10

#### 7.0 New Agenda Items:

##### 7.1 Signs on the Footpaths – Albany Central

A query was raised regarding small business signs put out on paved areas of Albany Central (York St, St Emillie Way) when previously this was not allowed. Committee requested more information be sought from appropriate City of Albany employees to be presented at next Committee meeting.

##### 7.2 Seniors Card Concession at City of Albany Venues (as per correspondence in attachment 3)

The Over 50's are writing to the City of Albany regarding offering discount fees to Seniors Card holders, not just Pensioner Card holders. Committee requests that Tricia Martin in capacity as acting Manager of Recreation and Community Development working on Albany Leisure and Aquatic Centre processes take this into consideration for next financial year budget proposals and a letter to be written to the Over 50s on the actions decided upon.

#### 8.0 General Business:

##### 8.1 Problems with entry to Centro shopping centre from Centro Boulevard

Councillor Dufty wrote to Main Roads requesting something be done to correct the traffic flow problem at the Centro Shopping Centre/Harvey Norman entries from Centro Boulevard. Councillor Dufty will progress this with appropriate personnel and service providers.

**8.2 Request for direction on an Active Aging Policy Workshop being run at the City of Albany**

Tricia Martin was approached by Veronica Clarke who represents the Department of Communities to accept a proposal to present a regional workshop regarding Age Friendly Cities (policy development).

**Motion:**

The Seniors Advisory Committee supports the request for a Healthy Active Ageing Seniors Workshop to be held at the City of Albany Friday 19 March 2010.

**Moved:** \_\_ Celia Barnesby\_\_

**Seconded:** \_\_ Michael Calton\_\_

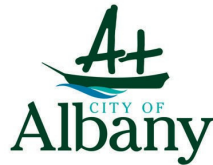
**Carried:** \_\_ 6/0\_\_

**8.3 Seating within Parks and walk trails within Spencer Park area.**

It was brought to the attention of the Committee that Seniors are concerned that there isn't as much seating for walkers around the Spencer Park area as apposed to other walking parks and precincts. Councillor Dufty offered to investigate this request further with appropriate Council Committees.

**9.0 Next meeting** Thursday 18<sup>th</sup> March 2010 at 10am

**10.0 Meeting Closed:** at 11.04am.



## Seniors Advisory Committee Terms of Reference

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### 1. Name

The name of the Committee shall be the City of Albany Seniors Advisory Committee, hereafter referred to as “the Committee”.

Seniors are defined as being persons of 50 years of age and over.

### 2. Purpose

- To better inform Council on the needs of a significant and growing section of Council’s constituency.
- To provide an avenue of communication and consultation between Council and the seniors community.
- To avoid duplication and make maximal use of any resources to enhance the services and facilities provided by Council to seniors.

### 3. Terms of Reference

The Committee shall:

- Advise the Council on the needs of seniors within the City of Albany;
- Act as a consultation forum between Council, seniors and relevant seniors organisations;
- Advise the Council on the relevance of existing seniors services and facilities in the community and help to generate and promote ideas for the establishment of new services/ facilities;
- Deal with matters referred to it by the Council from time to time; and
- Deal with matters referred to it by seniors and other sections of the community.

### 4. Members

The Committee shall be established by the Council in accordance with Section 5.8 of the Local Government Act 1995. All members of the Committee will be appointed by Council in accordance with Section 5.10 of the Act.

The Committee shall comprise of 12 Committee members consisting of the following:

- 2 council representatives (Chairperson and one other) Including at least one elected member (Mayor or Councillor) and an Executive Officer (City Officer)
- 2 representatives from seniors service agencies
- 6 representatives from seniors community groups
- 2 representatives from the wider seniors community



**5. Meetings**

The Committee shall meet bi-monthly or more frequently as required.

**6. Deputations**

The Committee may invite any person or organisation to attend any meetings, but such persons shall not be entitled to vote on any decision arising at such meetings.

**7. Sub-Committee**

The Committee may appoint a sub-committee to carry out a particular task. A sub-committee shall not exercise a power or perform a duty without the prior approval of the Committee.

**8. Quorum**

The Quorum for a meeting of the Committee shall be six members present.

**9. Voting**

Each member, excluding the executive officer but including the Chairperson, who is present at the meeting, shall be entitled to one vote. If the vote of members' present is equally divided, the Chairperson may cast a second vote.

**10. Minutes**

The Committee shall keep detailed minutes of all business transacted at its meetings. A copy of the Minutes shall be sent to Council and all Committee members within 14 days of the meeting.

**11. Terms of Appointment**

All terms of office shall be 24 months.

Members may be appointed for consecutive terms pending ratification by Council.

The next term of review and appointment shall be January 2012.

If a member fails to attend three consecutive meetings of the Committee his or her appointment shall be automatically terminated unless leave of absence has been granted.

**12. Vacancies**

In the event of the resignation of a committee member the Committee may nominate a replacement to fill the vacancy for the remainder of that member's term. Any such nomination is to be ratified by Council. New members must be stated in the minutes and an item sent to the next Council meeting for ratification.

**13. Council Appointment of Committee**

The Committee shall forward a list of names for appointment to the Council in accordance with Section 5.10 of the Local Government Act 1995.

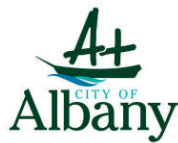
**14. Amendments to the Terms of Reference**

The Terms of Reference may be amended in two ways:-

- a) On receipt of a request signed by no less than six (6) members the Terms of Reference may be amended at a Special Meeting called for that purpose; and
- b) By Council of its own initiative following consultation with the Committee.

**Points to Note:**

- *The focus for the Committee should be a proactive approach and the promotion of healthy lifestyles initiatives, rather than being reactive to aging issues.*
- *Council votes on Council committee representation every 24 months in line with elections. At this meeting the recommendation for a Councilor or the Mayor to represent on the Seniors Advisory Committee as chairperson is determined.*
- *A City staff member in the Community Development Department holds the responsibility of Executive Officer for the Committee.*
- *10 external committee members provide a mix of community and professional representation.*
- *Committee documentation comprises of an agenda that is distributed a week prior to the committee meetings, meeting minutes that are distributed within 14 days of a meeting and an action sheet that is updated prior to and following each meeting. The Executive Officer is responsible for keeping and distributing appropriate records.*
- *Committee members are to submit agenda items at least one week prior to the committee meetings so as to minimise general business, allowing professional time management of the meeting.*



**CITY OF ALBANY**  
**COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY AND POLICY**  
**COMMITTEE**

MAN 233 (AM8011117)

MAN102 (AM8011117)

**MINUTES**

for the meeting to be held at 1.00pm on Friday, 19 February 2010  
in the Council Chambers.

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**DECLARATION OF OPENING AT 1.01pm**

**1. ATTENDANCES:**

R Hammond	Breaksea Ward Councillor	Member
M Leavesley	Kalgan Ward Councillor	Member
R Sutton	Yakamia Ward Councillor	Member
D Dufty	West Ward Councillor	Member

D Schober	Executive Manager, Community Services
M Weller	Executive Manager, Corporate Services / HRM
R Batten	Personal Assistant to Executive Director of Corporate and Community Services

**2. APOLOGIES**

M Evans	Mayor
D Wellington	Frederickstown Ward Councillor (Chair) Member
D Wolfe	West Ward Councillor, Deputy Member
P Madigan	Executive Director Corporate and Community Services

**3. APPOINTMENT OF ACTING CHAIRPERSON**

**Due to the absence of both the Chairperson and Deputy Chairperson, Councillor Ray Hammond was elected as Acting Chairperson unopposed.**

**MOVED: Cllr D Dufty**  
**SECONDED: Cllr M Leavesley**  
**CARRIED: 4-0**

CITY OF ALBANY  
COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY AND POLICY COMMITTEE  
Minutes for the meeting to be held at 1pm on Friday, 19 February 2010

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

**RECOMMENDATION**

**THAT** the minutes of the Community and Economic Development Strategy and Policy Committee meeting held on the Friday 18<sup>th</sup> December 2009 be **CONFIRMED** as true and accurate.

**MOVED: Cllr D Dufty**  
**SECONDED: Cllr M Leavesley**  
**CARRIED:4-0**

5. DISCLOSURE OF INTEREST

Nil

5. ITEMS FOR DISCUSSION

5.1 ALBANY WELCOME WALL PROJECT

The Albany Welcome Walls project began in 2006 when the former Premier, the Hon Alan Carpenter, announced a migrant tribute for Albany in line with the final phase of a similar project in Fremantle.

The Albany and the Fremantle projects were both hampered by a number of unforeseen delays, including budget issues and necessary changes to the design. Strong support from the Minister for Culture and the Arts, the Hon John Day MLA, has enabled these issues to be resolved so that the projects can be completed.

The Western Australian Museum, has indicated it is committed to completing the Welcome Walls in Albany as quickly as possible and has gone back to the beginning of the design process and consultations have begun with the aim of identifying a suitable location with a number of organisations, including the City of Albany, Department of Indigenous Affairs, Building Management and Works, and Landcorp.

Daryl Shires, Manager – Welcome Walls Projects WA Museum, Jason Fair and Rachel Wilsher-Saa outlined and discussed the project, including potential locations.

**RECOMMENDATION**

**THAT** Council **SUPPORT** the museum site as the preferred location for the welcome wall recognising that the site would be maintained by the museum.

**MOVED: Cllr D Dufty**  
**SECONDED: Cllr R Sutton**  
**CARRIED:4-0**

Jason Fair, Daryl Shires and Rachel Wilsher-Saa left the meeting at 1.48pm.

5.2 REVIEW AND PROPOSAL TO AMEND 'JETTIES, BRIDGES AND BOAT PENS LOCAL LAW'

**Background / Statutory Requirements:** Under the provisions of Section 3.16 of the *Local Government Act 1995*, all local laws must be reviewed within an eight year period following their commencement to determine whether they should remain, be repealed or amended.

CITY OF ALBANY  
COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY AND POLICY COMMITTEE  
Minutes for the meeting to be held at 1pm on Friday, 19 February 2010

**Discussion:** The above local law is due for review. Attached is a draft law containing proposed revisions which have been developed following consideration of the operation of Jetty's and boat pens for the duration of the current law. These include:

- a) Removal of references to 'Town Jetty' as this structure is now under the control of the Department of planning and infrastructure.
- b) Inclusion of clauses in relation to multiple ownership of vessels within the pen system, which close a number of current loopholes which have the potential to expose council to liability and allow inequities in pen allocation.
- c) A minor amendment in relation to termination of licence.
- d) Amendments to requirements to live on board.

The implementation of the current law has contributed to a safe and efficiently operated marina for the Albany community. The amendments are aimed enhancing the operation of the pens and equitable access for new applicants.

**RECOMMENDATION**

In accordance with Section 3.16 of the *Local Government Act 1995*, the City:

- i) gives state-wide public notice for a period of 6 weeks advertising its intention to review the local law, makes available copies of the local law with proposed changes and invites public submissions in relation to the proposal.
- ii) At the conclusion of this period brings the results and a recommendation to Council for consideration.

MOVED: Cllr R Sutton  
SECONDED: Cllr M Leavesley  
CARRIED:4-0

**5.3 HMAS PERTH LOCAL LAW (3)**

**Background/ Statutory Requirements:** Under the provisions of Section 3.16 of the *Local Government Act 1995*, all local laws must be reviewed within an eight year period following their commencement to determine whether they should remain, be repealed or amended.

**Discussion:** The above local law is due for review. The law specifies the rules and regulations for commercial and recreational diving on the HMAS Perth including safety requirements. It also provides an instrument for protection of the amenity of the artificial reef by prohibiting fishing, dumping and damage to the vessel. It is believed that the local law is appropriate in its current form and therefore should remain in place.

**RECOMMENDATION**

In accordance with Section 3.16 of the *Local Government Act 1995*, the City:

- i) gives state-wide public notice for a period of 6 weeks advertising its intention to review the local law, makes available copies of the local law (indicating that apart from the date there are currently no proposed changes) and invites public submissions in relation to the proposal.
- ii) At the conclusion of this period brings the results and a recommendation to Council for consideration.

MOVED: Cllr D Dufty  
SECONDED: Cllr R Sutton  
CARRIED:4-0

**CITY OF ALBANY**  
**COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY AND POLICY COMMITTEE**  
Minutes for the meeting to be held at 1pm on Friday, 19 February 2010

**5.4 HUMAN RESOURCES STRATEGY**

The City has a number of important assets, (i.e. financial, physical, technological, strategic and human) which are directed to achieve its mandate.

'Human Resources' are one element utilised to support the delivery of the 'Albany Insight Beyond 2020 Strategic Plan' through application of skills, knowledge and effort. As part of the City's continuous improvement ethos the need for the development of a Human Resources strategy has been identified by the CEO and executive team.

The draft document (attached) recommends the goals, key focus areas and high level actions for strategic governance of the City's 'Human Resources'.

Following the adoption of the strategy it is anticipated that a 'Human resource management plan' would be developed to provide operational detail for the achievement of the strategic direction. It is also anticipated that the City's 'Operational Human Resource Policy' would be reviewed.

**RECOMMENDATION**

**THAT Council:**

- i) **ADOPTS the 'Human Resources strategy'.**
- ii) **Recommends to the CEO a structural change with the appointment of an appropriately qualified Human Resource Manager who has a direct line of reporting to the CEO.**

**MOVED: Cllr M Leavesley  
SECONDED: Cllr D Dufty  
CARRIED:4-0**

**6. ITEMS TO BE DISCUSSED AT NEXT COMMITTEE MEETING**

Nil

**7. DATE OF NEXT MEETING**

Friday 19th March 2010 at 1pm – Council Chambers

**8. CLOSURE OF MEETING**

Meeting closed at 2.18pm



## THE WELCOME WALLS PROJECTS

### **Background of the Welcome Walls**

Jason Fair  
Director, Commercial Operations



## THE WELCOME WALLS PROJECTS

- 2004 marked 175 years since the Swan River Colony was settled by Europeans
- A range of events took place to commemorate the anniversary



## THE WELCOME WALLS PROJECTS

- **The purpose of the Welcome Walls:**
  - To pay tribute to those people who migrated to Australia by sea, and whose first footfall was Fremantle or Albany.



# THE WELCOME WALLS PROJECTS

Fremantle: The first Welcome Walls project





## THE WELCOME WALLS PROJECTS

- **Stage 1, 2004**
  - Located adjacent to the Maritime Museum on Victoria Quay
  - 8,200 inscriptions representing 17,000 people



## THE WELCOME WALLS PROJECTS



So popular was the concept of the Welcome Walls that, at the launch in December 2004, the Government announced the commissioning of a second stage.

## THE WELCOME WALLS PROJECTS

### ● Stage 2, 2006

- 8,500 inscriptions representing over 17,700 people.





### THE WELCOME WALLS PROJECTS

Currently, the Fremantle Welcome Walls display  
16,700 inscriptions  
representing over 34,500 people.



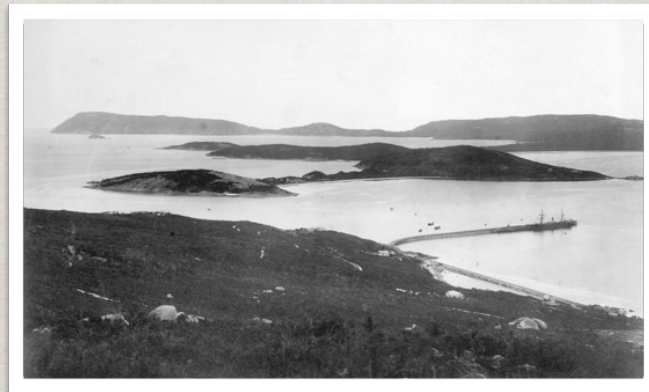
## THE WELCOME WALLS PROJECTS

- **At the launch of Stage 2 at Fremantle in 2006, it was announced that:**
  - A third and final stage would be constructed at Fremantle
  - A new Welcome Walls project was to be commissioned at Albany



# THE WELCOME WALLS PROJECTS

Albany: The second Welcome Walls project



## THE WELCOME WALLS PROJECTS

- The planned capacity of the Albany Welcome Walls is 500 inscriptions.
- 480 inscriptions currently purchased, representing over 1,000 migrants
- Formed in 2006, the Albany Welcome Walls Project Control Group consisted of Museum and City of Albany members, and local stakeholders

## THE WELCOME WALLS PROJECTS

### **2006: Consultation with the Great Southern**

- ◉ Early 2006: a public meeting was held by the WA Museum and the City of Albany to gauge public support for a site for the Welcome Walls.
- ◉ November 2006: a forum was held at the City of Albany offices to seek opinion and feedback on two proposed locations for the Welcome Walls:
  - ◉ Amity Heritage Precinct, adjacent to the Museum
  - ◉ The Albany Waterfront redevelopment area



## THE WELCOME WALLS PROJECTS

Who was invited to participate in consultation?

- Public
- Councillors
- Schools
- Community groups

## THE WELCOME WALLS PROJECTS

### **2006 Public Consultation: the results**

- 85% in favour of locating the walls at the Amity Heritage Precinct adjacent to the WA Museum – Albany
- 12.5% preferred the Waterfront Development area.
- 2.5% had no preference

## THE WELCOME WALLS PROJECTS

### 2007:

- May: Former WA Museum CEO Dawn Casey meets Councillors of City of Albany
  - Discusses concept, themes and location
  - Design approach still unresolved
- Council elections were held in late 2007
  - A planned briefing to the new Council by Dawn Casey planned for January 2008. However, this did not take place.



## THE WELCOME WALLS PROJECTS

**2008:**

**Welcome Walls Albany: first draft design**

- Contemporary design proposed by architects Howard and Heaver.
- Planned for the Museum forecourt, it was to have been made of coloured glass and stainless steel.
- Designed to emulate the long-demolished Barracks building







## THE WELCOME WALLS PROJECTS

### February 2008:

- Design concepts presented by the project's architect to the Albany Welcome Walls Project Control Group.
- Design concepts presented to Amity Heritage Development Committee. This was done with neither the Museum's knowledge, nor its consent.
- Designs were presented to the Committee as a *fait accompli*.
- Created an inaccurate perception that the Museum was attempting to work without consultation



## THE WELCOME WALLS PROJECTS

### February/March 2008:

- Prior to her departure from the Museum, Dawn Casey had several conversations about this issue with Mayor Milton Evans, and the Albany MLA Peter Watson. The issue remained unresolved.
- Museum seeks preliminary endorsement from Minister on the design concepts.
  - No Ministerial feedback on the design concept was received prior to the State election of September 2008.
  - The change of government brought about another delay to the project's development.

## THE WELCOME WALLS PROJECTS

### 2009:

- May: Culture and Arts Minister Hon. John Day MLA announces the new Government's commitment to completing the Welcome Walls projects.
- Design concept is scrapped and planning begins afresh
- Choice of location is to be reviewed, with aim of identifying ways in which the Walls could expand the range of programs and activities for Museum audiences



## THE WELCOME WALLS PROJECTS

- Two possible locations:
  - Within the Albany Waterfront  
Development central precinct, in the bridge  
landing area and public plaza space
  - At the WA Museum - Albany, between the  
Residency Building and Princess Royal  
Drive, straddling the original waterline.

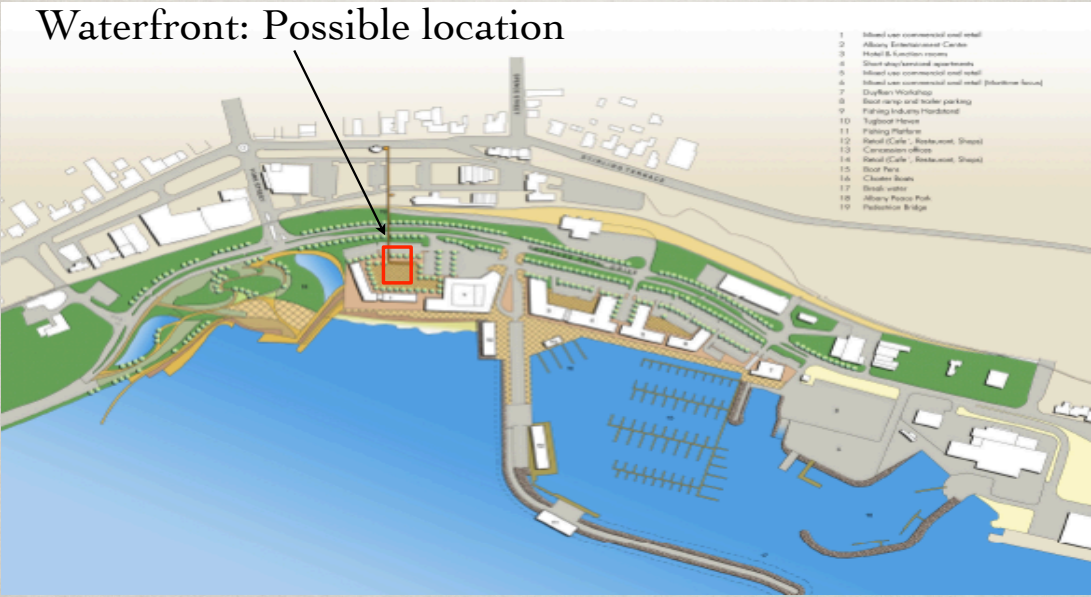
**THE WELCOME WALLS PROJECTS**

**The two proposed locations for the  
Albany Welcome Walls**

Daryl Shires  
Manager, Welcome Walls Projects

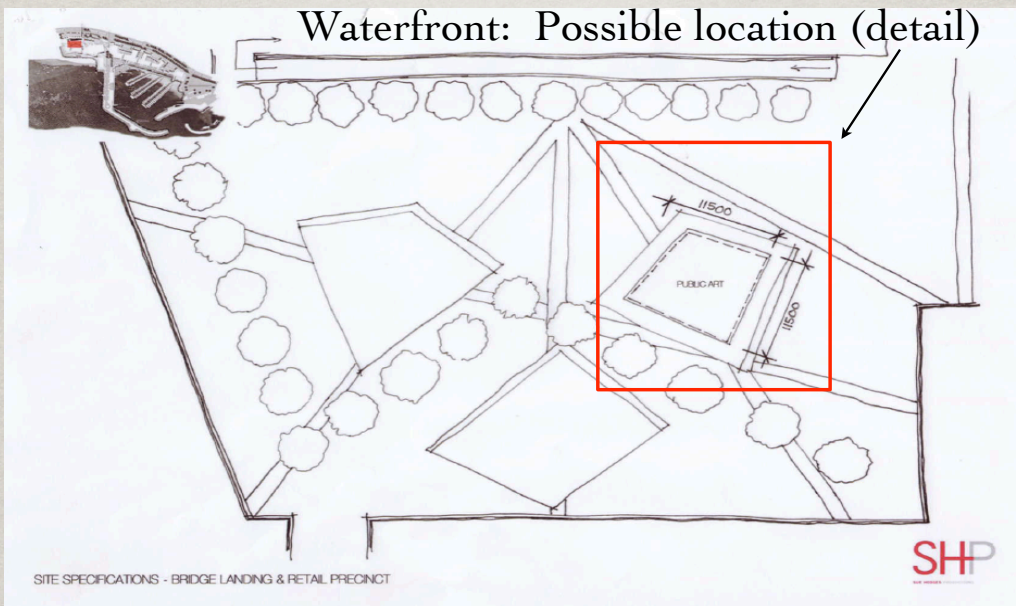
# THE WELCOME WALLS PROJECTS

Waterfront: Possible location





## THE WELCOME WALLS PROJECTS





## THE WELCOME WALLS PROJECTS



Museum site:  
possible location

## THE WELCOME WALLS PROJECTS

- **Advantages of the Waterfront site:**
  - Nearer to the sites of the now-demolished jetties (Town and Deepwater) where many arrivals took place, although not exact.
  - Possible greater passing pedestrian traffic to Entertainment Centre and other attractions.
  - Possibly visible from footbridge.
  - Situated below three mountains (Kardarup, Condenu, Warderup) where all three are visible. This is significant to the indigenous Minang, but is only relevant if a related indigenous 'welcoming wall' is built as a linked tribute, with additional funds.



## THE WELCOME WALLS PROJECTS

- **Advantages of the Waterfront site:**
  - Nearer to Visitor Centre and Port so it may have more foot-traffic exposure from cruise ship visitors

## THE WELCOME WALLS PROJECTS

- **Disadvantages of the Waterfront site:**
  - The site is distant from the Museum, so responsibility for ongoing maintenance must be City of Albany's.
  - The Museum's reduced financial capacity will not permit staff maintenance away from the Museum site, or to pay lease on any further land.
  - It would be difficult for the Museum to provide the community and tourists with layered interpretation and to make links to the new exhibition content and stories in the Residency Building.

## THE WELCOME WALLS PROJECTS

- **Disadvantages of the Waterfront site:**
  - The Waterfront Development will not be completed until at least mid-2011, probably later. Retail establishments will not be running by then, and even after that, this impact is unknown.
  - The Museum's current funding will only allow for the construction of a migration Welcome Wall. Any other tribute or interpretation (eg. an indigenous 'welcoming wall') will need to be funded by the City of Albany or another agency.



## THE WELCOME WALLS PROJECTS

- **Advantages of the Museum site:**
  - On the Museum site, the Welcome Walls would be simpler for the Museum to maintain.
  - Enriched interpretation possibilities through the Museum's public and education programs.
  - The Museum site will provide further information via databases and internet, enriching the immediate experience.
  - The site is adjacent to the stories in the Residency Building which tell of migration and arrival.

## THE WELCOME WALLS PROJECTS

- **Advantages of the Museum site:**
  - The tribute can be built immediately once designs are finalised.
  - Could be adjacent to/visible from the new Museum cafe.
  - Depending on exact location, this site is more visible to visitors and passing traffic from Princess Royal Drive.
  - The annual visitation of 93,000 to the Albany site is expected to grow with redevelopment and Kinjarling Trail links. This would most likely convert to Welcome Walls and further increase site visitation.



## THE WELCOME WALLS PROJECTS

- **Advantages of the Museum site:**
  - The Museum has developed programs targeting visitors from cruise ships, launching in September 2010. Welcome Walls elements will be incorporated if this site is chosen.
  - This site would reference the original water line and location of Lockyer's first landing place. It references the first footfall of permanent Europeans.
  - The Western Australian Museum - Albany has been chosen as the Kinjarling Trail hub, and as the major launch point for the Kinjarling Trail stories. The immediate location of the Welcome Walls and migration stories can strengthen the link of the Kinjarling Trail to the waterfront.
  - The Museum site is not prone to vandalism. The Waterfront site is as yet untested.



## THE WELCOME WALLS PROJECTS

- **Disadvantages of the Museum site:**
  - Distant from the sites of the original jetties where most of the names on the Wall would have arrived.
  - Difficult to see Kardarup from foreshore in Amity Heritage Precinct – a significant place in Minang culture. This is only an issue if the indigenous ‘welcoming wall’ is located on the Museum site.

## THE WELCOME WALLS PROJECTS

- **Features shared by both sites:**
  - On route of Kinjarling Trail
  - Parking is adequate at both sites
  - Both locations are possibly visible from Princess Royal Drive

THE WELCOME WALLS PROJECTS

**Where to from here?**

Rachael Wilsher-Saa  
Site Manager, Albany



## THE WELCOME WALLS PROJECTS

- **Preferred option: the Museum site**
  - Cost
  - Interpretation
  - Programs
  - Visitation
  - Kinjarling Trail
  - Maintenance

## THE WELCOME WALLS PROJECTS

### • Cost

- On-site location avoids the necessity to replicate interpretive elements of migration stories, as they are contained within the redevelopment of the Museum site.
- Current funding only allows for the development of the migration wall without other stories (eg. indigenous). On-site location already provides strong indigenous storylines, thus no need to replicate these at this location.
- The City of Albany, or another body, would have to provide all funds necessary for an indigenous welcoming wall or like element at the waterfront.

## THE WELCOME WALLS PROJECTS

### ● **Maintenance**

- On-site daily maintenance is feasible.
- Daily monitoring of the tribute (eg. vandalism, litter, materials condition) would be done as part of existing maintenance schedules and absorbed by the Museum's facilities budget.
- The Museum does not have the capacity to maintain an off-site tribute, as staffing levels will not allow.



## THE WELCOME WALLS PROJECTS

### ● **Kinjarling Trail**

- The Museum has been chosen to be the community hub for the Kinjarling Trail, and will signpost all the Kinjarling Trail stories.
- The immediacy of an external on-site location for the Welcome Walls will allow an easy visual orientation to the waterfront and port areas and the stories contained there.

## THE WELCOME WALLS PROJECTS

### • Interpretation/Research Centre

- The Museum will provide immediate enrichment of the Welcome Walls experience through interpretation in the newly-developed galleries.
- The new research centre, which is part of the redevelopment project, will allow access to all levels of information in regard to migration histories of Albany as well as providing links to other Albany history stories, including port and indigenous.



## THE WELCOME WALLS PROJECTS

### • Programs

- The Museum currently runs a strong suite of school education and public programs with over 32,000 participants annually.
- The Museum has the on-site capacity to develop rich school education and public programs around the Welcome Walls stories.
- The Museum has already developed programs aimed at the cruise ship market which involve indigenous elements and migration stories, which can only be begun through links to the on-site exhibitions.

## THE WELCOME WALLS PROJECTS

### • Visitation

- The annual visitation to the Western Australian Museum - Albany is currently over 93,000 annually, of which 47% are repeat visitors from the local community.
- This growth in repeat visitation has been achieved through strong programming. By placing the Welcome Walls at the Museum site, the program possibilities it ensure greater repeat and new visitation to the Amity Heritage Precinct, a major tourist attraction and community facility.

LOCAL GOVERNMENT ACT 1995

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**CITY OF ALBANY**

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**JETTIES, BRIDGES AND BOAT PENS  
LOCAL LAW 2010**

**LOCAL GOVERNMENT ACT 1995**

CITY OF ALBANY

**JETTIES, BRIDGES AND BOAT PENS LOCAL LAW 2010**

**PART 1 - PRELIMINARY**

**PART 2- JETTIES & BRIDGES**

*Division 1 - Limitation on Use*  
*Division 2 - Cargo or Other Goods*  
*Division 3 - Vehicles*  
*Division 4 - Liability for Damage*  
*Division 5 - General Prohibitions*  
*Division 6 – Consents*

**PART 3 - PENS AND PEN SYSTEMS**

*Division 1 - Pen Licence*  
*Division 2 - Licensees' Obligations*  
*Division 3 - General Prohibitions*  
*Division 4 - Power to Terminate, Enter and Remove*

**PART 4 - GENERAL PROVISIONS**

**SCHEDULE 1**

**LOCAL GOVERNMENT ACT 1995**

CITY OF ALBANY

**JETTIES, BRIDGES AND BOAT PENS LOCAL LAW 2010**

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

**PART 1 - PRELIMINARY**

**1.1 Citation**

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

**1.2 Governor's consent**

In accordance with section 3.6 of the Local Government Act 1995 the Governor of Western Australia granted his consent to these Local Laws in the following areas:

- (a) the Albany town Jetty structure (portion of Albany Town Lot 1370 of Reserve 40635); and
- (b) note: to be amended as Albany Town Jetty is now no longer the vested responsibility of the City of Albany
- (c) the Emu Point Harbour Marina (the pen system located at Plantagenet Location 7031).

**1.3 Commencement**

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

**1.4 Interpretation**

In this local law unless the context otherwise requires

'Act' means the Local Government Act 1995 (WA);

'authorised person' means any person authorised by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this Local Law, taking into account relevant qualifications and experience;

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

'bulk cargo' means bulk produce, such as grain, coal, oil or mineral ore, which is not packaged;

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

'commercial vessel' has the meaning given to it by section 3 of the Western Australian Marine Act 1982 (WA);

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

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

'explosive' means a substance or article as defined in section 7 of the Explosives and Dangerous Goods Act 1961 WA (excluding distress signals and safety equipment);

'fish' means to

- (a) search for an animal;
- (b) attempt to catch or take an animal;
- (c) catch or take an animal; or
- (d) engage in any other activity that can reasonably be expected to result in an animal being caught or taken;

`**jetty**' means

(a) any jetty, pier, wharf, quay, grid, slip, landing place, stage, platform (other than a platform that is a vessel for the purposes of the Western Australian Marine Act 1982) or similar structure, whether fixed or floating, erected or placed, wholly or in part, in, on or over any waters; and

(b) any ramp and supporting structure for vessel access to a ramp which is or which may be used for the purpose of launching or landing a vessel;

which is under the care, control or management of the local government and includes the Albany Town Jetty;

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

`**licensee**' means a person who has been granted a licence from the local government under clause 3.1(1) to moor a vessel within a pen or pen system and, where applicable, a person who has been granted an endorsement under clause 3.1(2) to live on board a vessel;

`**liquor**' means a substance as defined in section 3 of the Liquor Licensing Act 1988 (WA);

`live on board' means to stay overnight on a vessel located in the pen system for two or more consecutive nights in accordance with the Requirements to Live on Board;

`**local government**' means the City of Albany;

`**Local Law**' means the City of Albany Jetties, Bridges and Boat Pens Local Law;

`**moor**' means to secure a vessel to a mooring;

`**mooring**' means something to which a vessel may be moored and includes an anchor or stake;

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

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

`**pen system**' means a complex of interconnecting pens, and includes all jetties and walkways, which are under the care, control or management of the local government and includes the Emu Point Boat Harbour Marina;

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

`**pollution**' means pollution as defined in the Environmental Protection Act 1986 (WA);

`**Requirements to Live on Board**' means the requirements and conditions to live on board and details of these requirements and conditions are shown in Schedule 1 of this Local Law;

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

`**sign**' includes a notice, mark, structure or device on which may be shown words, numbers, expressions, colours or symbols;

`**tout**' means to solicit custom;

`**vehicle**' means a vehicle described in the First Schedule to the Road Traffic Act 1974 (WA); and

`**vessel**' means any kind of vessel, whether licensed or unlicensed, used or capable of being used in navigation by water, however propelled or moved, and includes

(a) a barge, lighter, floating restaurant, dinghy, commercial vessel, tender vessel or other floating structure; and

(b) an air-cushion vehicle, or other similar craft, used wholly primarily in navigation by water, but does not include structures used only for the purposes of walkways or storage.

## **PART 2 - JETTIES & BRIDGES**

### *Division 1 - Limitation on use*

#### **2.1 Use of jetty or bridge**

(1) A person shall not land at, use, approach or enter upon a jetty or bridge except in accordance with these Local Laws.

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

(a) under construction or repair; or

(b) closed under section 6 of the Jetties Act 1926;

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



### **2.2 Method of mooring vessel**

- (1) A person shall not moor or make fast a vessel to a jetty or bridge, or to any part of the jetty or bridge, except to such mooring piles, ring bolts or other fastenings as are provided.
- (2) A person shall not permit a vessel to remain alongside a jetty or bridge unless the vessel is moored or fastened to such a mooring piles, ring bolts or other fastenings as are provided, unless a person is on board the vessel during the period of which the vessel is moored or fastened.

### **2.3 When vessel may remain moored**

A person shall not moor or fasten a vessel to a jetty or bridge unless

- (a) the vessel is in distress such that repairs are required and then only to effect the minimum repairs necessary to enable the vessel to be moved elsewhere;
- (b) the embarking or disembarking of passengers is in progress, and then not for a single period exceeding 2 hours without the prior written consent of the local government and provided that access to the jetty structure is not impeded;
- (c) the loading or discharging of cargo is in progress in accordance with this Local Law;
- (d) where the vessel is being used for commercial purposes, the person has first paid any required fee to the local government for such mooring or making fast;
- (e) written consent has first been obtained from the local government; and
- (f) the vessel is not under any means of propulsion while moored or fastened.

### **2.4 Authorised person may order removal of vessel**

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

### **2.5 Restrictions on launching**

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

### **2.6 Material not to be removed**

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

## *Division 2-Cargo or other goods*

### **2.7 Loading and unloading**

- (1) A person shall not allow a vessel loading or unloading cargo to come alongside or be moored or made fast to a jetty until the cargo is ready to be loaded or unloaded.
- (2) Except with the prior written consent of the local government, a person shall not permit a vessel to remain alongside a jetty
  - (a) between the hours of 6:00pm and 6:00am the following morning; and
  - (b) for longer than two (2) consecutive hours between the hours of 6.00am and 6.00pm on the same day; provided that access to the jetty and jetty structure is not impeded.
- (3) A person with a vessel moored or fastened alongside a jetty shall leave the vessel moored and fastened only while embarking or disembarking passengers, or loading or unloading cargo, is in progress and provided that the vessel is not unattended during the period of which the vessel is moored or fastened.

### **2.8 Cargo on jetty**

- (1) A person shall
  - (a) not store or place cargo on a jetty unless it is to be loaded onto a vessel and that vessel is moored or fastened to or alongside the jetty; and
  - (b) load cargo on to a vessel as soon as practicable after the vessel is moored or fastened to or alongside the jetty.
- (2) Any person unloading cargo from a vessel on to a jetty shall remove it from the jetty as soon as practicable, but in any event not later than 6.00pm on the day on which the cargo was unloaded.
- (3) Boarding ramps and gangways shall
  - (a) be removed from a jetty after any passengers have embarked or disembarked and cargo has been loaded or unloaded, as the case may be; and
  - (b) be placed in the appropriate designated area as defined by an authorised person.

### **2.9 Removal of cargo**

- (1) An authorised person may direct an owner or a person who, in the opinion of the authorised person, is in charge of cargo, which remains on a jetty or bridge contrary to any provision of this Local Law, to remove it from the jetty or bridge.
- (2) Cargo which remains on a jetty or bridge contrary to this Local Law may be removed and impounded by an authorised person in accordance with Part 3, Division 3, Subdivision 4 of the Act, irrespective of whether a direction to remove the cargo has been given pursuant to clause 2.9.

### **2.10 Handling of bulk cargo**

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

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

#### *Division 3 - Vehicles*

### **2.11 Vehicles on jetty**

- (1) No person shall drive a vehicle of a gross weight exceeding three tonnes (or less if prescribed on jetty load signage) onto a jetty without the prior written consent of the Local Government.
- (2) A person shall not drive a vehicle on to a jetty within 15 minutes of the arrival or departure of a commercial vessel, other than a vehicle being used by a person in the course of loading or unloading a commercial vessel.
- (3) A person shall remove a vehicle from a jetty immediately after completing loading or unloading of the vehicle.
- (4) A person shall not park a vehicle in a manner that obstructs access to or from a jetty.
- (5) The restrictions in (1), (2) and (3) do not apply to vehicles parked in designated areas on land backed facilities.

#### *Division 4 - Liability for Damage*

### **2.12 Damage to jetty or bridge**

- (a) A person shall not, by using a vessel or vehicle or otherwise, cause damage to a jetty or bridge.
- (b) Where damage is caused to a jetty or bridge, whether by a vessel or vehicle or otherwise, the local government may repair the damage and the costs of the repair shall be a debt due to the local government.
- (c) The debt referred to in clause 2.12(2) is payable
  - (i) where the damage is caused by the use of a vessel or vehicle, by the person in control of the vessel or vehicle at the time the damage occurs;
  - (ii) where the damage is not caused by a vessel or vehicle, by the person or persons who caused the damage; or
  - (iii) where the damage is caused by an agent or employee of the owner of the vessel or vehicle, and without prejudice to the liability of other persons, if any, by the owner of a vessel or vehicle.

*Division 5 - General Prohibitions*

**2.13 Explosives prohibited**

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

**2.14 Limitations on fishing**

A person shall not

- (a) fish from a jetty or a bridge so as to:
  - (i) obstruct or interfere with the free movement of a vessel approaching or leaving the jetty or the bridge;
- or
- (ii) interfere with the use of the jetty or the bridge by any other person or vehicle; or
- (b) hang or spread a fishing net on or over any part of a jetty or a bridge.

**2.15 Fires on jetty or bridge**

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

**2.16 Loitering on jetty or bridge**

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

**2.17 Obstruction of jetty or bridge**

- (a) A person shall not, without the written consent of the local government, cause any obstruction on a jetty or bridge or impede the free passage of other persons to, from or on a jetty or bridge.
- (b) A person shall not obstruct or hinder -
  - (i) any authorised person, or worker engaged in the construction or repair of any jetty or bridge; or
  - (ii) any authorised person acting in the course of his or her duties.
- (c) A person shall not, without the prior written consent of the local government, place any advertising signage or fixture of any nature on a jetty or bridge or access to a jetty or bridge.

**2.18 Polluting surrounding area**

A person shall not –

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

**2.19 Liquor on jetties and bridges**

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

**2.20 Nuisance on jetties and bridges**

A person shall not -

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

*Division 6 - Consents*

**2.21 Application for consent**

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

**PART 3 - PENS AND PEN SYSTEMS**

*Division 1 - Pen Licence*

**3.1 Licence requirement**

- (1) No person shall, without first obtaining a licence from the local government, moor or anchor or cause any vessel to be moored or anchored, within a pen or pen system.
- (2) No person shall, without first obtaining a licence from the local government, live on board a vessel moored or anchored within a pen or pen system.

**3.2 Application for licence and application fee**

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

**3.3 Multiple ownership of vessels**

Where there is multiple ownership of vessels the following will apply

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

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

*Division 2 - Licensees' Obligations*

**3.4 Mooring of vessel**

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

<b>Length of vessel</b>	<b>Mooring Lines Diameter</b>
Up to 5m	Not less than 12mm
5m to 8m	Not less than 16mm
8m to 12m	Not less than 20mm
12m to 15m	Not less than 24mm; and

- (b) periodically inspect the mooring lines and replace any mooring lines which are unfit for their intended purpose.

- (2) An authorised person may
  - (a) board any vessel at any time to inspect or adjust any mooring lines;
  - (b) issue a written direction to a licensee, or, where applicable, to the person in charge of the vessel at the relevant time, requiring any mooring lines for a vessel to be refitted within a specified period where, in the opinion of that authorised person, the mooring lines are faulty or sub-standard;
  - (c) notwithstanding clause 3.4(2), refit any faulty or sub-standard mooring lines where it is the opinion of the authorised person that an emergency has arisen requiring such action to be taken; and
  - (d) where a licensee fails to comply with a written direction issued under clause 3.4(2) within the period specified in the written direction, refit or cause to be refitted the mooring lines.

- (3) Where mooring lines are refitted under clause 3.4, the costs of the refit shall be a debt due to the local government, payable by the licensee.

**3.5 Licensee's obligations**

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

- (f) ensure that any vessel under the control of the licensee, his agent or employee, when approaching, using or leaving the pen is controlled in a cautious and seamanlike manner and does not cause a nuisance or damage to any other vessel, property or persons;
- (g) ensure that hose pipes or electricity leads shall not be allowed to obstruct or create a hazard to persons walking within the pen system;
- (h) not leave any material, device or goods on any walkway or jetty;
- (i) pay all service fees and other fees (including water, electricity and fuel wharfage);
- (j) ensure the vessel is licensed with the relevant authorities;
- (k) hold a third party insurance policy for the vessel housed in the pen or pen system;
- (l) provide a copy of the third party insurance policy upon request.
- (m) if the local government has granted a licence to live on board the vessel, comply with the local government's Requirements to Live on Board in Schedule 1.; and
- (n) comply with all conditions attaching to the licence.

(2) During the term of the licence, the licensee shall not

- (a) permit any vessel other than the one described in the licence to use or to occupy the pen without the prior written, consent of the local government;
- (b) bring, deposit or release or permit to be bought, deposited or released any black water, raw sewerage, oil or fuel, fish products including fish carcasses (but excluding bait), shells and offal, whether solid or liquid, and regardless of whether or not it is dangerous, polluting or noxious in nature, into or within the pen or the waters surrounding the pen. This does not prohibit a person from
  - (i) washing down their vessel, the pen, or the adjacent jetty or walkway, provided no non-biodegradable chemicals or cleaning agents are used; and
  - (ii) cleaning fish on board their vessel or at any designated area for cleaning fish within the pen system;
  - (iii) bringing fuel in approved containers onto or within the pen system for the purposes of refuelling.
- (c) store or keep, or permit to be stored or kept, on or in any vessel in the pen, or the pen system, any inflammable substance except that which is contained in tanks or lines which either form a permanent part of a vessel or which comply with the Uniform Shipping Laws Code 1981 (Cth) and the relevant regulations created under the Western Australian Marine Act 1982 (WA);
- (d) do or leave undone, or cause or permit to be done or left undone, in or upon the pen any act or thing which may
  - (i) cause damage; or
  - (ii) become a nuisance, annoyance or inconvenience, to other users of the pen-system;
- (e) cause the entrance gate to the pen system to be held open by any manner whatsoever;
- (f) permit any animals to stray in or on any part of the pen system;
- (g) without the prior written consent of the local government, make any alteration or addition to the pen or any part thereof;
- (h) without the prior written consent of the local government, affix or exhibit, or cause or permit to be affixed or exhibited, on any part of the pen or vessel any poster, sign or advertisement other than a vessel's registration numbers and name;
- (i) without the prior written consent of the local government, carry out or permit to be carried out any major structural work to the vessel in the pen or pen system;
- (j) operate or permit to be operated any noisy, noxious or objectionable engines, radios or other apparatus or machinery within the pen, so as to cause any nuisance or annoyance to another user of the pen system;
- (k) provide any person with the key (or any copy, duplicate or replica of the key) giving access to the pen system;
- (l) leave the vessel unattended in such a manner as to prevent the movement of another vessel in or out of its pen, or obstruct the movement of vessels in the pen system;
- (m) engage a vessel's propulsion system while secured to a pen or pen system except when alighting (leaving/arriving) from the pen or carrying out mechanical repairs or testing; or
- (n) live on board a vessel without being granted a licence to do so by the local government under clause 3.1(2).

Without the prior written consent of the local government, sub-lease the pen to a third party (this does not include names that appear as silent partners). Division 3-General Prohibitions



### **3.6 General prohibitions**

- (1) A person shall not swim in the pen system without having first obtained written consent from the local government.
- (2) A person shall not perform underwater repairs or hull cleaning in the pen system without having first obtained written consent from the local government and provided the activity is only undertaken within the licensee's pen.
  - (a) Subject to clauses 3.6(2)(a) and (b), a person shall use power points and water taps provided within the pen system only with the appropriate connections and for the purpose of minor maintenance, and ensure all power cords are in good order and repair, and not placed in the water.
  - (b) A person shall not without obtaining the prior written consent of the local government, use a
    - (i) power point for longer than 3 hours; or
    - (ii) water tap for longer than 30 minutes,in a 24 hour period commencing at midnight.
  - (c) Persons who have obtained a licence from the local government to live on board may connect to power for longer periods on the condition that they shall not restrict power to other pen holders for the purpose of minor maintenance.
- (3) A person shall not use a gidgee or spear gun in a pen system.

#### *Division 4-Power to terminate, enter and remove*

### **3.7 Right of entry and execution of repairs**

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

### **3.8 Removal of vessel**

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

### **3.9 Termination of licence**

(1) The local government may, on twenty one (21) days written notice to the licensee, terminate a licence granted under clause 3.1 in the event of -

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

## **PART 4-GENERAL PROVISIONS**

### **4.1 Fees and charges**

Fees and charges may be imposed by the local government for the purposes of this Local Law in accordance with the requirements of Part 6, Division 5, Subdivision 2 of the Act.

### **4.2 Recovery of debt due**

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

### **4.3 Offences and Penalties**

- (1) Any person who fails to do anything required or directed to be done under this Local Law, or who does anything which under this Local Law that a person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this Local Law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.
- (3) An offence against any provision of this Local Law is a prescribed offence for the purpose of section 9.16(1) of the Act.
- (4) The modified penalty for an offence against any provision of this Local Law is \$100.

### **4.4 Costs of repair**

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

### **4.5 Appointment of an authorised person**

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

#### **4.6 Designated areas**

An authorised person may designate, and appropriately identify, a particular area on or within a jetty, bridge or pen system, to be used for a particular purpose, in accordance with relevant Acts and associated Regulations.

#### **4.7 Breach/Termination Notice**

Under any breach or termination notice a person will have 21 days to remove the vessel and all fixtures and fittings from the pen.

#### **4.8 When an authorised person can act**

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

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

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### **Schedule 1**

#### **REQUIREMENTS TO LIVE ON BOARD**

##### **OBJECTIVE**

To provide suitable controls over the number of live on boards in the City of Albany controlled Emu Point Boat Pen Marina to protect the amenity, environment and security of the Emu Point Boat Pens Marina precinct.

##### **POLICY STATEMENT**

The Emu Point Boat Pen Marina (“the Marina”) does not normally accommodate full time live-onboard.

A full time live on board is defined as follows—

In the case of Permanent Pen Holders—

Where, on a boat in any pen leased on an annual basis, one or more persons spends more than 5 consecutive weeks in any 12 month lease period, and for the balance of that period, spends more than 10 days in any given month.

In the case of Short Term or Transient Pen Holders—

Where, on a boat in any pen leased, one or more persons spends more than 2 months in any 12 month period for the purpose of repairing or preparing the vessel for voyage. Transient live on boards will be charged a live on board fee.

##### **CONSIDERATIONS**

The Chief Executive Officer (Marina Manager) is delegated the authority to consider a variation to the provisions of these requirements in the following manner provided such variations are formally applied for annually—

- Permanent penholders: A maximum period of up to 8 consecutive weeks in a 12 month lease period;
- Transient penholders: A maximum period of up to 5 months in any 12 month period;

Provided that—

1. A live on fee will be applicable for transient penholders for each person staying on board the vessel.
2. The vessel and surrounding area will not have any visual reference to persons living on board the vessel.
3. All occupants of the vessel are to abide by any reasonable instruction of the Chief Executive Officer (Marina Manager), including, but not limited to, noise and the placement of surplus equipment.
4. Limit the parking of a motor vehicle to one bay and in a car bay as designated by the Chief Executive Officer (Marina Manager).

Dated: \_\_\_\_\_ 2010

The Common Seal of the City of Albany is affixed by authority of a resolution of the Council in the presence of

\_\_\_\_\_  
Milton Evans, JP, Mayor.

\_\_\_\_\_  
Paul Richards, Chief Executive Officer

LOCAL GOVERNMENT ACT 1995

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**CITY OF ALBANY**

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**LOCAL LAW RELATING TO THE  
FORMER PERTH 2010**

**LOCAL GOVERNMENT ACT 1995**

**CITY OF ALBANY**

**LOCAL LAW RELATING TO THE FORMER PERTH 2010**

**ARRANGEMENT**

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## **SCHEDULE 1 - PRESCRIBED OFFENCES**

**LOCAL GOVERNMENT ACT 1995**

CITY OF ALBANY

**LOCAL LAW RELATING TO THE FORMER PERTH 2010**

Under the powers conferred by the Local Government Act 1995, and under all other powers enabling it, the Council of the City of Albany resolved on \_\_\_\_\_ to adopt the following local law.

**PART 1 PRELIMINARY**

**1.1 Governor's consent**

In accordance with section 3.6 of the Local Government Act 1995 the Governor of Western Australia granted his consent to these Local Laws.

**1.2 Citation and application**

This Local Law may be cited as the City of Albany Local Law relating to the former Perth and shall apply within the ship zone.

**1.3 Commencement**

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

**1.4 Interpretation**

In this Local Law, unless the context requires otherwise:

'Act' means the Local Government Act 1995 (WA), as amended;

'animal' means any living thing that is not a human being or plant and includes:

- (a) any class of animal or individual member of a class of animals;
- (b) the eggs or larvae of an animal;
- (c) the carcass, skin, plumage, scales or fur of an animal; or
- (d) any part of the animal; and
- (e) for the sake of clarity, coral;

**'applicant'** means a person who applies for a permit;

**'authorised mooring installer'** means the local government or an agent or servant of the local government on behalf of the local government, or a person engaged by the local government to install a mooring in the ship zone;

**'authorised person'** means any person authorised by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this Local Law;

**'authorised prescription'** means a document written, issued or authorised by a medical practitioner or dentist in the lawful practice of their profession, for the use, sale or supply of a prohibited drug.

**'CEO'** means the Chief Executive Officer of the local government;

**'commercial mooring'** means a mooring located within the ship zone that is designated under clause 5.1(2) to be a commercial mooring.

**'commercial mooring permit'** means a permit issued under Part 5 of this Local Law permitting a person who has a valid commercial permit to moor or fasten the commercial vessel the subject of the permit to a commercial mooring;

**'commercial mooring permit holder'** means a holder of a permit validly issued under clause 5.7 of this Local Law;

**'commercial permit'** means a permit issued under Part 3 of this Local Law permitting a person to operate a commercial vessel to and from, and within, the ship zone and for passengers of that vessel to dive in the ship zone in accordance with these Local Laws;

**'commercial vessel'** means a vessel which is not used solely for pleasure or recreation and the use of which is made, allowed or authorised in the course of any business or in connection with any commercial transaction and, includes any Government vessel other than one that belongs to an arm of the Defence Forces, but does not include a hire vessel; **'Council'** means the council of the local government;

**'district'** means the district of the local government;

**'exclusive use commercial mooring permit'** means a permit issued under clause 5.9(1) of this Local Law providing a commercial mooring permit holder with the exclusive use of a particular commercial mooring in the ship zone;

**'fish'** means –

- (a) searching for animals;
- (b) attempting to take animals;
- (c) taking animals; or
- (d) engaging in any other activity that can reasonably be expected to result in the taking of animals;

**'former Perth'** means a decommissioned naval ship which is now the property of the local government and which has been sunk in King George Sound, Albany to form an artificial reef;

**'Government vessel'** has the meaning given to it by section 3 of the Western Australian Marine Act 1982 (WA);

**'hire vessel'** means a vessel held predominantly for hire to the public for recreational or sports activities (whether or not for payment or reward) and does not include a pleasure vessel or commercial vessel;

**'hire vessel permit'** means a permit issued under Part 3 of this Local Law permitting an owner of the vessel to hire the vessel to members of the public (whether or not for payment or reward) to enter the ship zone and dive in the ship zone in accordance with these Local Laws.

**'International Code Flag A'** means the flag illustrated in Schedule 2 to this Local Law being a swallowed tailed flag having 2 vertical halves, the inner half being white and the outer half blue, indicating 'diver below'; 'liquor' has the meaning given to it by section 3 of the Liquor Licensing Act 1988 (WA);

**'local government'** means the City of Albany; 'local government property' means any land or interest in land or chattel, except a thoroughfare –

(a) which belongs to the local government;

(b) of which the local government is the management body under the Land Administration Act 1997 (WA); or

(c) which is an 'otherwise unvested facility' within section 3.53 of the Act;

**'mooring'** means any gear (including an anchor or stake) set out in a permanent manner to which a vessel or other floating structure may be secured by a chain, cable, wire or rope;

**'permit'** means a permit issued under this Local Law;

**'permit holder'** means a person who holds a valid permit;

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

**'plant'** means any plant, including any wildflower, palm, shrub, tree, fern, creeper, vine or algae in the terrestrial or marine environment;

**'pleasure vessel'** means a vessel held wholly for the purpose of recreational or sporting activities and not for hire or reward, and does not include a vessel for which a fee is charged to transport persons to or from the ship zone or to dive in the ship zone;

**'pleasure vessel permit'** means a permit issued under Part 3 of this Local Law permitting passengers of that pleasure vessel to dive in the ship zone in accordance with these Local Laws;

**'prohibited drug'** has the same meaning given to it by section 3 of the Misuse of Drugs Act 1981 (WA);

**'prohibited vessel area'** means the portion of the ship zone which has as its:

(i) centre, a point on the surface of the water vertically above the centre of the former Perth; and

(ii) perimeter, a line joining each mooring in the ship zone to the next adjacent mooring.

**'recreational mooring'** means a mooring located within the ship zone that is designated under clause 5.1(2) to be a recreational mooring.

**'ship zone'** means that area of the sea bed on which the former Perth is resting and extending out for 250 metres in all directions from the former Perth including the water column and air space surrounding and above the former Perth and the water column and airspace surrounding and above the area of seabed 250 metres in all directions from the former Perth, and in relation to diving and fishing includes the former Perth;

**'sign'** includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions, colours or symbols;

**'take'** or 'taking' includes catch, capture, damage, entrap, enclose, injure, gather, remove, poison, stun, kill or destroy animals by any means.

**'valid commercial mooring permit'** means a permit granted under clause 5.7 of this Local Law for which the expiry date as specified in clause 5.8(1) has not passed and any payment required under clause 5.8(2) has been paid.

**'vessel'** means any kind of conveyance used or capable of being used in navigation by water, however propelled or moved, and includes-

- (a) a pleasure vessel;
- (b) a commercial vessel;
- (c) a hire vessel;
- (d) a barge, lighter, floating restaurant, or other floating object; and
- (e) an air-cushion vehicle, or other similar craft, used wholly primarily in navigation by water;

### **1.5 Meaning of valid permit**

In this local law, a valid permit in relation to pleasure vessel permits, hire permits, commercial permits, and exclusive use mooring permits, means a permit for which the commencement date (if any) has passed, and the expiry date has not passed.

## **PART 2 - GENERAL**

### **2.1 General prohibitions**

A person shall not within the ship zone:

- (a) establish or attempt to establish any plant;
- (b) take or attempt to take any plant;
- (c) take or attempt to take any animal; or
- (d) introduce or attempt to introduce any animal,

unless that person is specifically authorised under a written law to do so.

Penalty: \$5,000

## **2.2 Polluting the ship zone**

(1) A person shall not tip or deposit anything, or permit anything to leak or to be tipped or deposited from a vessel, so as to pollute or be likely to pollute the ship zone.

Penalty: \$3,000, and a daily penalty of \$300

(2) Without limiting the generality of subclause (1), no person shall empty or allow to be emptied, in the ship zone, any sullage tank of a vessel.

Penalty: \$1,000 and a daily penalty of \$200

(3) A person convicted of an offence under this clause shall, where applicable, within 7 days after demand by the local government or authorised person remove or cause to be removed from the ship zone the matter or thing deposited, tipped, thrown, leaked or placed therein.

(4) Where the matter or thing is not so removed within the period of 7 days referred to in subclause (3), the local government may remove it or cause it to be removed and all costs incurred in or about and incidental to such removal shall be deemed to be a debt payable to the local government by the person who received the demand under subclause (3) which may be recovered by the local government as a debt in a court of competent jurisdiction.

## **2.3 No fishing**

A person shall not fish within the ship zone by any means, including with a:

- (a) standard fishing rod and/or reel or with spear fishing equipment or otherwise; or
- (b) fishing net of any kind.

Penalty: \$2,000, and a daily penalty of \$200

## **2.4 Behaviour within the ship zone**

A person shall not behave within the ship zone in a manner which is likely to or does interfere with the enjoyment of a person who might enter or is within the ship zone.

## **2.5 Behaviour detrimental to former Perth**

(1) A person shall not, without the written consent of the local government, behave in the ship zone in a manner detrimental to the former Perth.

(2) In subclause (1) –

Penalty: \$5,000, and a daily penalty of \$300

'detrimental to the former Perth' includes:

- (a) removing anything from the former Perth including a rock, animal, plant, coral or a fitting;
- (b) destroying, defacing or damaging anything on or in the former Perth, including a plant or a fitting; and
- (c) removing anything which is located within the ship zone.

## **2.6 Disorderly persons**

- (1) No person shall engage in disorderly conduct within the ship zone.
- (2) No person shall in the ship zone behave in a violent or offensive manner to the annoyance of others, or write or use any insulting, indecent, obscene, blasphemous, or abusive words, or wilfully interfere with the comfort of any other person.
- (3) No person shall commit any nuisance in the ship zone.

## **2.7 Prohibited drugs**

- (1) A person shall not enter or remain in the ship zone whilst under the influence of a prohibited drug, except where that person has consumed the prohibited drug in accordance with subclause (2)(a) or (b) and the consumption of that drug does not affect that person's ability to comply with these Local Laws.

Penalty: \$2,000

- (2) A person shall not take a prohibited drug into, or consume or use or possess a prohibited drug, in the ship zone, except when that person:

(a) is authorised by or under the Misuse of Drugs Act 1981 (WA), or by or under the Poisons Act 1964 (WA), to do so and does so in accordance with that authority; or

(b) on and in accordance with an authorised prescription.

Penalty: \$3,000

## **2.8 Signs**

- (1) The local government may erect signs within the ship zone or on the shore line or on a jetty or any other place within the local government's district specifying any conditions of use which apply to the ship zone.

(2) A person shall comply with the conditions of use specified on a sign erected under subclause (1).

(3) A condition of use specified on a sign erected under subclause (1) is –

(a) not to be inconsistent with any provision of this Local Law or any determination; and

(b) to be for the purpose of giving notice to members of the public of the effect of a provision of this Local Law.

(4) The conditions of use of the ship zone specified on a sign erected in accordance with subclause (1) are not necessarily exhaustive and it is not a defence to an offence under this Local Law that a sign was not erected giving notice or full notice of a provision of this Local Law.

## **2.9 Interference with or damaging property**

No person shall do, attempt to do, assist or aid in doing, or cause or procure to be done, any of the following things within or from the ship zone:

- (1) move or in any way interfere with any signs, signals, points or stop blocks, or show any signal whatsoever likely to mislead; or



(2) remove property of any kind, or permit any of such property to be unlawfully in that person's possession,

except with the written authority of the local government.

Penalty:\$1,000

### **PART 3 –PERMITS**

#### **3.1 Requirement for permit**

(1) Subject to the provisions of this Local Law, a person shall not:

(a) enter the ship zone by any means except on a vessel; and

(b) dive within the ship zone unless that person does so in accordance with these Local Laws from:

(i) a commercial vessel to which a valid commercial permit relates; or

(ii) a pleasure vessel to which a valid pleasure vessel permit relates; or

(iii) a hire vessel to which a valid hire vessel permit relates.

Penalty: \$1,000 and a daily penalty of \$100

#### **3.2 Pleasure vessel permit**

(1) Subject to the provisions of this Local Law, an owner, person in charge or control, or passenger, of a pleasure vessel shall not dive in the ship zone unless the owner of that pleasure vessel has applied for and obtained a pleasure vessel permit for that vessel and the permit is valid.

Penalty: \$2,000 and a daily penalty of \$200

(2) An owner, person in charge or control, or passenger, of a pleasure vessel to which a valid pleasure vessel permit relates shall not dive in the ship zone unless they comply with the requirements in clause 4.1.

Penalty: \$2,000 and a daily penalty of \$200

(3) The owner and the person in charge or control of a pleasure vessel shall not allow a passenger of that vessel to dive in the ship zone unless that passenger complies with the requirements in clause 4.1 and a valid pleasure vessel permit exists for that vessel.

Penalty: \$2,000 and a daily penalty of \$200

(4) Notwithstanding common ownership, a separate pleasure vessel permit is required for each individual pleasure vessel.

#### **3.3 Application for pleasure vessel permit**

(1) Where a person wishes to obtain pleasure vessel permit under this Local Law, that person shall apply for the permit in accordance with subclause (2).

(2) An application for a pleasure vessel permit under this Local Law shall –

(a) be in the form determined by the local government;

- (b) provide all the information required by the form;
  - (c) be signed by the applicant; and
  - (d) be forwarded to the CEO, or other person prescribed by the local government, together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a pleasure vessel permit.
- (4) The local government may require an applicant to give local public notice of the application for a pleasure vessel permit.
- (5) The local government may refuse to consider or approve an application for a pleasure vessel permit which is not in accordance with this clause.

#### **3.4 Commercial permit**

(1) Subject to the provisions of this Local Law, an owner, person in charge or control, or passenger, of a commercial vessel shall not dive in the ship zone unless the owner of that commercial vessel has applied for and obtained a commercial vessel permit for that vessel and the permit is valid.

Penalty: \$2,000 and a daily penalty of \$200

(2) An owner, person in charge or control, or passenger, of a commercial vessel to which a valid commercial vessel permit relates shall not dive in the ship zone unless they comply with the requirements in clause 4.1.

Penalty: \$2,000 and a daily penalty of \$200

(3) The owner and the person in charge or control of a commercial vessel shall not allow a passenger of that vessel to dive in the ship zone unless that passenger complies with the requirements in clause

#### **4.1 and a valid commercial permit exists for that vessel.**

Penalty: \$2,000 and a daily penalty of \$200

(4) A commercial permit shall only be issued to an owner of a commercial vessel who holds a valid aquatic eco-tourism licence or to an owner of a commercial vessel who, to the satisfaction of the local government, demonstrates a commitment to the tourism industry.

(5) Notwithstanding common ownership, a separate commercial vessel permit is required for each individual commercial vessel.

#### **3.5 Application for commercial permit**

(1) Where a person wishes to obtain a commercial permit under this Local Law, that person shall apply for the permit in accordance with subclause (2).

(2) An application for a commercial permit under this Local Law shall –

- (a) be in the form determined by the local government;
- (b) provide all the information required by the form;

(c) provide evidence establishing that the applicant complies with the requirement referred to in clause 3.4(4);

(d) be signed by the applicant; and

(e) be forwarded to the CEO, or other person prescribed by the local government, together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

(3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a commercial permit.

(4) The local government may require an applicant to give local or state-wide public notice of the application for a commercial permit.

(5) The local government may refuse to consider or approve an application for a commercial permit which is not in accordance with this clause.

### **3.6 Hire vessel**

(1) An owner, person in charge or control, or passenger, of a hire vessel shall not dive in the ship zone unless the owner of that hire vessel has applied for and obtained a hire vessel permit for that vessel and the permit is valid.

Penalty: \$2,000 and a daily penalty of \$200

(2) An owner, person in charge or control, or passenger, of a hire vessel to which a valid hire permit relates shall not dive in the ship zone unless they comply with the requirements in clause 4.1.

Penalty: \$2,000 and a daily penalty of \$200

(3) A person in charge or control of a hire vessel to which a valid hire permit relates shall not allow a passenger of that vessel to dive in the ship zone unless that passenger complies with the requirements in clause 4.1 and a valid hire permit exists for that vessel.

Penalty: \$2,000 and a daily penalty of \$200

(4) If a hiree contravenes either subclause (2) or (3) or both and the owner of the hire vessel has prior knowledge of the hiree's intention to contravene subclauses (2) or (3), the owner of the hire vessel is deemed to have also committed an offence under subclause (3) as if they were the person in charge of the vessel at the time of the contravention.

(5) Notwithstanding common ownership, a separate hire permit is required for each individual hire vessel.

### **3.7 Application for hire permit**

(1) Where a person wishes to obtain a hire permit under this local law, that person shall apply for a permit in accordance with subclause (2).

(2) An application for a hire permit under this Local Law shall:

(a) be in a form determined by the local government;

(b) provide all the information required by the form;

(c) be signed by the applicant; and

(d) be forwarded to the CEO, or other person prescribed by the local government, together with any fee imposed and determined by the local government and in accordance with sections 6.16 to 6.19 of the Act.

(3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a hire permit.

(4) The local government may require an applicant to give local public notice of the application for a hire permit.

(5) The local government may refuse to consider or approve an application for a hire permit which is not in accordance with this clause.

### **3.8 Decision on application for commercial, diving and hire permits**

(1) The local government may in relation to an application for a permit under this Part:

(a) approve the application unconditionally or subject to any conditions; or

(b) refuse to approve application.

(2) If the local government approves an application for a permit under this Part, it is to issue to the applicant a permit in the form determined by the local government

(3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant as soon as practicable after the decision is made.

### **3.9 Compliance with and variation of conditions**

(1) Where an application for a permit under this Part has been approved subject to conditions, the permit holder shall comply with each of those conditions.

(2) The local government may unilaterally or on application by the permit holder vary the conditions of a permit under this Part, and the permit holder shall comply with those conditions as varied.

### **3.10 Conditions which may be imposed on a permit**

(1) Without limiting the generality of clause 3.8(1)(a), the local government may approve an application for a permit under this Part subject to conditions relating to –

(a) in the case of a commercial permit:

(i) the collection of a fee from passengers on the commercial vessel to which the commercial permit relates; or

(ii) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government;

(b) in the case of a pleasure vessel permit and hire permit:

(i) the number of persons that at any one time can be on the pleasure vessel to which the permit relates; or

(ii) the maximum number of trips a permit holder can make per day, week or year; or

(c) on any permit:

(i) the payment of a fee;

- (ii) compliance with a standard or a policy of the local government adopted by the local government;
- (iii) the expiry and/or commencement date of the permit;
- (iv) the commencement of the permit being contingent on the happening of an event;
- (v) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (vi) the approval of another application for a permit which may be required by the local government under any written law;
- (vii) the restriction of a permit to a designated area of the ship zone;
- (viii) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit or bond against such damage;
- (ix) any other conditions the local government considers it necessary to impose.

### **3.11 Termination of permit**

The local government may terminate a permit under this Part:

- (a) where the permit holder breaches any condition on the permit or a provision of this Local Law;
- (b) where it considers it desirable in the public interest that the permit should be terminated;
- (c) where the permit holder ceases to own or control the vessel in respect of which the permit was effected; or
- (d) where the permit fee, if any, has not been paid by its due date.

### **3.12 Change of particulars**

A permit holder of a permit under this Part shall, within 7 days of the following occurring, notify the local government in writing:

- (a) any disposal by the permit holder of the vessel in respect of which the permit relates or any interest therein; or
- (b) any alteration in particulars relevant to the permit holder, including any change of address or telephone number of the permit holder.

### **3.13 Surrender**

A permit holder of a permit under this Part may by notice in writing to the local government surrender the permit, but such surrender shall not entitle the permit holder to a refund of any permit fee paid to the local government notwithstanding that the permit period had not expired at the date of surrender.

## **PART 4 – DIVING OPERATIONS**

### **4.1 Diving requirements**

A person shall not dive in the ship zone unless:

- (a) that person holds either a recreational, advanced or open water diver qualification ticket or the equivalent international accreditation; or
- (b) other suitable diving experience for the ship zone demonstrated by that person's diver log book or certification card.

### **4.2 Master to display diving signals during diving**

(1) The master or person in charge of a vessel that is engaged in diving operations in the ship zone shall, at all times during which the vessel is so engaged, cause to be exhibited on the vessel so as to be clearly visible to all approaching vessels at all times, the International Code Flag 'A' as illustrated in Schedule 2 to this Local Law.

(2) The International Code Flag 'A' referred to in subclause (1) shall be of the following dimensions:

(a) in the case of a flag displayed on a vessel not exceeding 12 metres in length, a flag of size 6 of the International Flag Code, or, not less than 750 millimetres in length and not less than 600 millimetres in width;

(b) in the case of a flag displayed on a vessel exceeding 12 metres in length, a flag of size 3 of the International Flag Code, or, not less than 900 millimetres in length and not less than 750 millimetres in width.

(3) The master or person in charge of a vessel that is engaged in diving operations in the ship zone during the hours of darkness shall cause to be displayed on the vessel, in a vertical line where they can best be seen, 3 all round lights (having a visibility of not less than 3.5 kilometres) the highest and lowest of which shall be red and the middle light shall be white.

### **4.3 Person shall display signal from buoy**

(1) Where a person is engaged in diving operations in the ship zone other than from a vessel, the person shall cause to be displayed from a buoy, so as to be clearly visible to all approaching vessels, the International Code Flag 'A'.

(2) The International Code Flag 'A' referred to in subclause (1) shall be not less than 300 millimetres in length and not less than 200 millimetres in width.

### **4.4 Precautions when approaching diving operations**

(1) Subject to subclause (2), the master or person in charge of a vessel approaching a buoy or another vessel displaying the International Code Flag 'A' shall in the ship zone:

- (a) keep his or her vessel at least 50 metres clear of such buoy or vessel; or
- (b) where it is not possible keep 50 metres clear of such buoy or vessel:
  - (i) proceed at the slowest speed at which his vessel can be safely navigated; and
  - (ii) maintain a proper lookout for persons in the water,

(2) Notwithstanding subclause (1):

- (a) an authorised person or other authorised employee of the local government; or
- (b) an officer of a department principally assisting a Minister to whom administration of the Conservation and Land Management Act 1984 (WA), the Fish Resources Management Act 1994 (WA) or the Wildlife Conservation Act 1950 is committed; or
- (c) a police officer, or an aboriginal aide appointed under section 38A of the Police Act 1892 (WA),

whilst passing within 50 metres of the buoy or vessel displaying the flag.

who is the master or person in charge of a vessel may, in the course of his or her duties, approach a buoy or another vessel displaying International Code Flag 'A'.

(3) The master or person in charge of a vessel under subclause (2) must, while in the vicinity of the vessel or buoy:

- (a) proceed at a safe speed; and
- (b) maintain a proper lookout for persons in the water.

## **PART 5 – MOORINGS**

### **Division 1 – Installation of mooring**

#### **5.1 Moorings**

(1) Except for an authorised mooring installer, no person shall install a mooring in the ship zone.

Penalty: \$1,000, and a daily penalty of \$200

(2) A mooring in the ship zone shall be designated by the local government as either a recreational mooring or a commercial mooring.

(3) The designation referred to in subclause (2) may be indicated by sign, colour of the mooring, or any other form deemed appropriate by the local government.

### **Division 2 – Use of mooring**

#### **5.2 Use of recreational mooring**

Subject to the other requirements in these Local Laws, a person shall not moor or make fast any vessel to a mooring in the ship zone, except for the following vessels which may be moored or fastened to a recreational mooring:

- (a) a pleasure vessel;
- (b) hire vessel; or
- (c) commercial vessel that is not the subject of a commercial mooring permit,

which has the appropriate valid permit under Part 3.



**5.3 Permit required to moor onto commercial mooring**

(1) No person shall moor or fasten any vessel or cause or permit any vessel to be so moored or fastened, to a commercial mooring, unless the owner of such vessel holds a valid commercial mooring permit.

Penalty: \$1,000, and a daily penalty of \$200

(2) A commercial mooring permit may only be granted to the holder of a valid commercial permit.

**5.4 Mooring only to fastenings provided and as specified**

(1) Subject to the other provisions in these Local Laws, a person in control of a vessel shall not moor or make fast the vessel to any mooring in the ship zone except to such mooring piles, rings bolts or other fastenings as are provided and available for use, and no vessel shall remain alongside a mooring in the ship zone unless so fastened.

(2) A person shall not use a mooring in the ship zone to moor:

(a) in the case of a commercial mooring, a vessel of larger dimensions than that specified in the commercial mooring permit (if any); or

(b) in any case, more than one vessel simultaneously except for a period not exceeding 15 minutes to allow vessels to raft while transferring passengers from one vessel to another.

**5.5 Removal of vessel at direction of authorised person**

Notwithstanding anything to the contrary in this Part, a person in control of a vessel moored or fastened to anything provided for that purpose in the ship zone shall remove the vessel immediately upon being directed to do so by an authorised person.

**5.6 Application for commercial mooring permit**

(1) Where a person wishes to obtain a commercial mooring permit under this Local Law, that person shall apply for the permit in accordance with subclause (2).

(2) An application for a commercial mooring permit under this Local Law shall –

(a) be in the form determined by the local government;

(b) provide the information required by the form;

(c) provide details of the applicant's commercial permit to which the application relates;

(d) be signed by the applicant; and

(e) be forwarded to the CEO or other person prescribed by the local government, together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

(3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a commercial mooring permit.

(4) The local government may require an applicant to give local public notice of the application for a commercial mooring permit.

(5) The local government may refuse to consider or approve an application for a commercial mooring permit which is not in accordance with this clause.

#### **5.7 Decision on application for commercial mooring permit**

(1) The local government may in relation to an application for a commercial mooring permit under this Part:

- (a) approve the application unconditionally or subject to any conditions; or
- (b) refuse to approve the application.

(2) If the local government approves an application for a commercial mooring permit, it is to issue to the applicant a commercial mooring permit in the form determined by the local government.

(3) If the local government refuses to approve an application for a commercial mooring permit, it is to give written notice of that refusal to the applicant as soon as practicable after the decision is made.

#### **5.8 Duration of, and charges for, commercial mooring permits**

(1) A commercial mooring permit shall remain in force for five years, expiring on the 30th June from the date of issue or such lesser time as is specified on the permit.

(2) Payment for a commercial mooring permit shall be made in advance, unless prior to the payment becoming due, the local government approves otherwise.

(3) Subject to this Local Law, a commercial mooring permit shall not be issued until the fee imposed for a commercial mooring permit has been paid to the local government.

#### **5.9 Permit for exclusive use of a commercial mooring**

(1) A person who holds a valid commercial mooring permit under this Part may apply in writing (in the approved form, if any) for, and the local government may grant, a permit for the exclusive use of a commercial mooring for the vessel for which the commercial mooring permit has been granted.

(2) Subject to subclause (3), where a permit for the exclusive use of a commercial mooring is granted for a vessel under subclause (1), no other vessel shall use the commercial mooring while the exclusive use mooring permit is current.

(3) A person who holds a valid permit may use a mooring for which an exclusive use commercial mooring permit has been granted only if the permit holder has the express prior consent of the exclusive mooring permit holder to do so, and the local government has given its approval subject to whatever conditions the local government considers appropriate.

(4) Any permit granted under this clause may specify:

- (a) the time or times that the vessel may moor; or
- (b) other conditions which the local government considers necessary for good order in or about the ship zone or in the interests of safety of the passengers, vessels or the ship zone or the protection of the former Perth.

#### **5.10 Commercial mooring permit holder's rights limited**

- (1) For the purpose of this clause, 'commercial mooring permit' includes 'exclusive use commercial mooring permit'.
- (2) Subject to clause 5.9(3), a commercial mooring permit holder shall not assign, sell or otherwise dispose of any rights associated with the commercial mooring permit without first obtaining the approval of the local government in writing.
- (3) Where a commercial mooring permit holder is a body corporate, a change effecting alteration to the beneficial ownership of one half or more of the shares in the body corporate's capital shall be deemed an assignment requiring approval under subclause (1).
- (4) A person who purchases a commercial vessel for which a commercial mooring permit has been granted may apply to the local government for the approval of the transfer of the commercial mooring permit to that person as the new owner of the commercial vessel.
- (5) Any application under subclause (4) must be supported by evidence that:
  - (i) the commercial vessel has been transferred to the applicant; and
  - (ii) the applicant holds or will hold a valid commercial permit.
- (6) An application under subclause (4) cannot be made by the purchaser of a vessel if the prior owner of that vessel has made an application under clause 5.12(2) except if the latter application has been refused.

#### **5.11 Termination of commercial mooring permit**

- (1) For the purposes of this clause, 'commercial mooring permit' includes 'exclusive use commercial mooring permit'.
- (2) The local government may terminate a commercial mooring permit:
  - (a) where the commercial mooring permit holder breaches any condition on the commercial mooring permit or a provision of this Local Law;
  - (b) where it considers it desirable in the public interest that the commercial mooring permit should be terminated;
  - (c) where the commercial mooring permit holder ceases to own or control the commercial vessel in respect of which the commercial mooring permit was effected; or
  - (d) where the permit fee, if any, has not been paid by its due date.

#### **5.12 Change of particulars and notices**

- (1) The commercial mooring permit holder shall, within 7 days of the following occurring, notify the local government in writing:
  - (a) any disposal by the commercial mooring permit holder of the vessel in respect of which the commercial mooring permit relates or any interest therein; or
  - (b) any alteration in particulars relevant to the commercial mooring permit holder, including any change of address or telephone number of the commercial mooring permit holder.

(2) The commercial mooring permit holder may upon ceasing to own the vessel the subject of that commercial mooring permit, apply to the local government, providing such information as may be required, for alternation of that commercial mooring permit to a different commercial vessel belonging to the commercial mooring permit holder for which a valid commercial permit exists.

### **5.13 Surrender**

(1) For the purposes of this clause 'commercial mooring permit' includes 'exclusive use commercial mooring permit'.

(2) A commercial mooring permit holder may by notice in writing to the local government surrender a commercial mooring permit, but such surrender shall not entitle the commercial mooring permit holder to a refund of any permit fee paid to the local government notwithstanding that the permit period had not expired at the date of surrender.

### **5.14 Compliance with and variation of conditions**

(1) Where an application for a permit under this Part has been approved subject to conditions, the permit holder shall comply with each of those conditions.

(2) The local government may unilaterally or on application by the permit holder vary the conditions of a permit under this Part, and the permit holder shall comply with those conditions as varied.

## **PART 6 – NAVIGATION IN SHIP ZONE**

### **6.1 Aids to navigation**

(1) No person shall interfere with, remove or damage any beacon, buoy or other artificial aid to navigation within the ship zone.

(2) No person shall, except with permission in writing from an authorised person, fasten any vessel to any beacon, buoy, seamark or other aid to navigation within the ship zone.

### **6.2 Safe navigation of vessels**

(1) No person shall navigate a vessel in the ship zone in such a manner as to:

(a) endanger the safety of that or any other vessel or any person; or

(b) obstruct, impede or otherwise interfere with any other vessel.

Penalty: \$1,000

(2) No person shall navigate a vessel through the prohibited vessel area (notwithstanding that the vessel has a valid permit issued in relation to it), unless specifically authorised by the local government to do so in writing, or an authorised person.

### **6.3 Nuisance**

No vessel shall travel at such a speed or in such a manner in the ship zone as to cause nuisance or damage to any person or to any other vessel whether moored or not or to cause damage to any property.

Penalty: \$1,000

#### **6.4 Speed limit within the ship zone**

Subject to clauses 6.2 and 6.3, a person shall not cause a vessel to travel at a speed exceeding 5 knots in waters of the ship zone or any other speed which the local government specifies by way of signs.

### **PART 7 – MISCELLANEOUS**

#### **7.1 Time in ship zone**

Except for a commercial vessel for which a valid commercial permit has been granted, no vessel shall remain within the ship zone for a period exceeding 2 hours per day.

#### **7.2 Permit to be kept in possession at all times**

A permit holder must have their valid permit in their possession at all times whilst in the ship zone.

#### **7.3 Vessels not to be left unattended**

(1) No person is to leave a vessel unattended within the ship zone whether moored or not unless that person is expressly authorised to do so by an authorised person or other person prescribed by the local government.

(2) For the purposes of subclause (1) a competent operator of the vessel must remain on board at all times whilst the vessel is within the ship zone.

#### **7.4 Use of signals and flares, etc.**

A person shall not within or adjacent to the ship zone, except in the case of an emergency, or where a vessel is in distress and requires assistance, use or set off any signal, flare, rocket or other distress signal without having first obtained the written permission of the local government or authorised person.

#### **7.5 Penalty for false declarations, etc.**

A person who knowingly –

- (a) makes a false declaration, false statement or false representation; or
- (b) gives false evidence on oath,

in connection with an application or direction under this Local Law commits an offence.

#### **7.6 Authorised person may request name and address**

(1) An authorised person may request any person whom the authorised person reasonably believes has contravened these Local laws to give his or her name and address to the authorised person.

(2) A person who fails to comply with a request made under sub-clause

(1) or who gives a false name or address when such a request is made commits an offence.

#### **7.7 Authorised Person can give directions and instructions**

An authorised person can give instructions and directions to any person in the ship zone, whether in control of a vessel or not, which instruction or direction must be obeyed.

**7.8 Entry of vessels for inspection of diving licences and permits**

Any authorised person or any police officer may at any hour of the day or night, enter upon a vessel and require:

- (a) the owner or person for the time being in charge of the vessel within the ship zone, to produce the appropriate diving licence or permit; or
- (b) persons who have, are or will dive in the ship zone to produce documentation demonstrating that that person has the required experience as set out in clause 4.1 to dive in the ship zone.

**7.9 Owner or operator of vessel shall comply with directions**

The owner of a vessel shall, at all times, comply with any directions given by an authorised person or a police officer.

**7.10 Hindrance of authorised person**

A person shall not obstruct, hinder, threaten or interfere with an authorised person or police officer in the performance of their duties under this Local Law.

**7.11 Onus on owner to identify person in charge of vessel**

(1) Any owner of a vessel and any person to whom for the time being the possession or control of a vessel may be entrusted shall, if required by an authorised person, give to the authorised person any information –

- (a) which it is in his or her power to give; and
- (b) which may lead to the identification of any person who was in charge of the vessel when an offence against this Local Law is alleged to have been committed.

Penalty: \$1,000

(2) When an offence against this Local Law is alleged to have been committed and the identity of the person who was in charge of the vessel in respect of which that allegation is made is not known and cannot immediately be ascertained, an authorised person or the CEO may, within a period of 30 days after the date on which the offence is alleged to have been committed, serve on the owner of that vessel a notice containing particulars of that offence and requiring that owner to identify the person who was in charge of that vessel at the time when that offence is alleged to have been committed.

(3) When, under the provisions of subclause (2), notice is served on the owner of a vessel within the period specified in that subsection then, unless within 21 days after the date of the service of the notice that owner –

- (a) informs an authorised person or the CEO of the identity and address of the person who was in charge of the vessel; or
- (b) satisfies an authorised person or the CEO that the vessel had been stolen or unlawfully taken, or was being unlawfully used,

at the time when the offence concerned is alleged to have been committed, that owner is, in the absence of proof to the contrary, deemed to be the person who was in charge of the vessel at the time when that offence is alleged to have been committed.

(4) A notice served under subclause (2) shall contain, inter alia, a short statement of the effect of subsection (3).

(5) In this clause –

'the person who was in charge of the vessel' includes the person who was the driver, master, possessor, skipper, owner or user of the vessel or the person causing, permitting or suffering the vessel to be navigated, the case requires.

## **PART 8 – OFFENCES & PENALTIES**

### **8.1 Offences and penalties**

(1) Any person who fails to do anything required or directed to be done under this Local Law, or who does anything which under this Local Law a person is prohibited from doing, or who contravenes any provision of this Local Law commits an offence.

(2) An offence against any provision of this Local Law is a prescribed offence for the purposes of section 9.16(1) of the Act.

(3) Unless otherwise stated in this Local Law, any person who commits an offence under this Local Law shall be liable, upon conviction, to a penalty not exceeding \$ 500.00, and if the offence is of a continuing nature, to an additional penalty not exceeding \$ 50.00 for each day or part of day during which the offence has continued.

(4) The amount appearing in the final column of the First Schedule directly opposite a clause specified in that Schedule is the modified penalty for an offence against that clause.

### **8.2 Cancellation or suspension of permits**

The local government may cancel or suspend any permit granted by the local government under these Local Laws if the permit holder is convicted of an offence under these Local Laws.

## **PRESCRIBED OFFENCES**

<b>Item No.</b>	<b>Clause No.</b>	<b>Nature of Offence</b>	<b>Modified Penalty \$</b>
1	2.1	Taking or Introducing a Plant or Animal	100
2	2.2	Polluting the ship zone	500
3	2.4	Fishing within the ship zone	200
4	2.5	Behaviour detrimental to former Perth	200
5	2.7	Take, consume or use a prohibited drug	100
6	2.9	Interfere or damage property	100
7	3.1	Requirement for permit	100
8	5.1	Installation of moorings	100
9	5.2	Permit required to moor in ship zone	100
10	7.1	Rubbish in ship zone	100
11	7.11	Owner to identify person in charge of vessel	100



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**INTERNATIONAL CODE FLAG**



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Dated: \_\_\_\_\_ 2010

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

---

Milton John Evans, JP , Mayor

---

Paul Richards, Chief Executive Officer



## Council Strategy

# HUMAN RESOURCES

### Revision Status

Revision No	Status	Distribution	Issue Date	Comment
01	Preliminary	MHR (author), EDMT	2 <sup>nd</sup> Nov 2009	Initial draft
02	Second Draft	MHR (author), EDMT	24 <sup>th</sup> Dec 2009	Including EDMT feedback
03	Third Draft	MHR (author), EDMT	15 <sup>th</sup> Jan 2010	Final draft including further feedback
04	Document for Council review	Community and Economic Development Strategy and Policy Committee	19 <sup>th</sup> Feb 2010	Draft for consideration by Strategy Committee
05	<i>Reviewed</i>			<i>Revision date, Council adopted reference</i>

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## Definitions

Human Resources (HR):	People who are employed, contracted or who volunteer at the City.
Human Resource Function:	A support function which enables the City to deliver its objectives through the management and development of its people.
Strategic Human Resource Planning:	The development of strategies for matching the functional structure of the organisation and skills of the workforce to organisational needs. Human resource planning also assists organizations to recruit, retain, and optimise the deployment of the personnel needed to meet corporate objectives and to respond to changes in the external environment.
Strategic Human Resource Management:	The process of linking the human resource function under the strategic objectives of the organisation in order to improve performance (against measured, pre-determined outcomes) and nurturing an organisational culture that fosters innovation, flexibility and competitive advantage.

## Introduction

The City has a number of important assets, (i.e. financial, physical, technological, strategic and human) which are directed to achieve its mandate.

This strategy provides a framework, key focus areas and high level actions for strategic governance of the City's 'Human Resources' to achieve the following goals:

**Goal 1: Strategic human resource planning results in appropriate response to challenges**

**Goal 2: We ensure the City attracts, retains and develops a high performing workforce**

**Goal 3: The organisational culture is performance based with excellence in service delivery, communication, employee wellness and OHS as well as commitment to the City's 'REAL' values**

**Goal 4: The organisations human resource function, job design, remuneration and industrial relations framework ensure efficient achievement of the City's objectives within a framework of communication and fairness.**

## Strategic Context

Led by the CEO and Executive Team, the City's 'Human Resources' are one element utilised to support the delivery of the 'Albany Insight Beyond 2020 Strategic Plan' through application of skills, knowledge and effort.

## Strategic Focus Areas

### Strategic human resource planning results in appropriate response to challenges

1. External factors such as the WA Local Government reform process and potential for another resources lead 'boom' result in a need to ensure flexibility so that the organisational structure and operations can adapt over time.

2. It is also important that programs and processes are initiated (and reviewed as necessary) to ensure optimum staffing levels and performance, given prevailing circumstances.

**We ensure the City attracts, retains and develops a high performing workforce**

3. Closely aligned with focus area one, this element specifically addresses the need to attract and maintain a quality workforce to meet the organisations needs, while most efficiently utilising resources required to do so.

**The organisational culture is performance based with excellence in service delivery, communication, employee wellness and OHS as well as commitment to the City's 'REAL' values**

4. Developing and maintaining strong staff understanding, commitment, performance and delivery against measurable objectives is a key component of achieving the organisations major strategic goals. Similarly important is a universally maintained culture based on the principles of safety, wellness and shared values.

**The organisations human resource function, job design, remuneration and industrial relations framework ensure efficient achievement of the City's objectives within a framework of communication and fairness.**

5. While ultimately resting with the CEO, the HR function is delegated throughout the organisation. The development of an integrated human resource management plan will assist in ensuring operational human resource functions are strongly aligned with the City's strategy.

**Key Action Plan**

**Strategic human resource planning results in appropriate response to challenges**

<b>1. Consider current and likely future internal and external environmental factors affecting staffing and implement or adapt strategic initiatives/ programs as required.</b>	
Timeframe	March 2010, every 3 months thereafter or as required.
Officer	Report + recommendations: Executive Manager Corporate Services. Decision: EDMT
References	'scarce skills', 'professional rewards', 'emerging leaders' and any other relevant programs.

<b>2. Conduct an organisational structure and function 'gap' and opportunity analysis and implement any enhancements/ changes to achieve the City's objectives.</b>	
Timeframe	Annually to be completed prior to budget build.
Officer	Departmental report by ED's with support by Executive Manager Corporate Services and departmental managers and supervisors.

**We ensure the City attracts and retains a high performing workforce**

<b>3. Develop and communicate integrated attraction and retention package to help ensure the necessary skills are in place to achieve a high performing workforce</b>	
Timeframe	July 2010
Officer	Executive Manager Corporate Services
References	Initiatives within this package may be reviewed as part of action 1.1. Will include revision of 'Employer of Choice – Navigate your career to a fresh horizon' program

Version: 00x  
Adoption/Review Reference: OCM dd/mm/yy Item xx.x.x:  
File Reference: MAN 185  
Document Reference: NPxxxx\_x  
Maintained By: Job Description Title

102 North Road, Yakamia WA 6330  
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staff@albany.wa.gov.au  
www.albany.wa.gov.au

**The organisational culture is performance based with excellence in service delivery, communication, employee wellness and OHS as well as commitment to the City's 'REAL' values**

<b>4. Develop a plan for achieving a highly positive organisational culture based on the principles of safety, wellness and shared 'REAL' values.</b>	
Timeframe	November 2010
Officer	Executive Manager Corporate Services
References	May be integrated with the 'Employee Wellness program'

<b>5. The organisational improvement plan is implemented based on achievement of appropriate key performance indicators within a continuous improvement framework</b>	
Timeframe	1 <sup>st</sup> cycle - June 2010, continues on 6-12 monthly cycles
Officer	Executive Manager Corporate Services
References	Organisational Improvement Plan

**The organisations human resource function, job design, remuneration and industrial relations framework ensure efficient achievement of the City's objectives within a framework of communication and fairness.**

<b>6. Review and ensure the HR department structure reflects the needs of this strategy and the operational requirements of the organisation</b>	
Timeframe	March/ April 2010
Officer	EDMT

<b>7. Develop a 'Human Resource Management Plan' which strongly aligns operational human resource functions with the organisations strategy</b>	
Timeframe	June 2010
Officer	Executive Manager Corporate Services

## **Performance Measurement**

The achievement of this strategy will be measured by whether each action has been implemented, to the satisfaction of EDTM, within the given (or any revised) timeframe.

## **Review**

Executive Director Corporate and Community Services to review on or before 30/6/2011

## **Associated Documents**

- Beyond 2020 Albany Insight Corporate Plan



**FINANCE STRATEGY COMMITTEE  
FIN066 (AM8011052)**

**MINUTES**

for the meeting held at 5pm on Monday , 15<sup>th</sup> February 2010  
in the Margaret Coates Boardroom

**Terms of Reference:** *To oversee the preparation of the 5 Year Business Plan and Long Term Financial Sustainability Plan.*

The following elected members of Council were appointed to this committee as the Special Council Meeting held on the 10/11/09, Item 6.1.16

Mayor Evans  
Cr Leavesley  
Cr Matla  
Cr Wellington  
Cr Price  
Cr Hammond

**1.0 ATTENDANCES:**

<b>Mayor</b>	M Evans, JP
<b>Councillors:</b>	
Breaksea Ward	R Hammond
Frederickstown Ward	D Wellington
Frederickstown Ward	D Price
Kalgan Ward	M Leavesley
Yakamia Ward	J Matla
<b>Staff:</b>	
Chief Executive Officer	P Richards
Executive Director Corporate & Community Services	WP Madigan
Executive Director Works & Services	K Ketterer
Manager Finance	P Wignall
Executive Manager Business Governance	S Jamieson (Minutes)

The CEO declared the meeting open at 5:05 PM

**2.0 NOMINATION OF CHAIR AND DEPUTY CHAIR**

Nominations were called for the Chair of the committee.

One nomination was received for Chair – Cr Mervyn Leavesley.

Item 2.0 continued.

**ITEM 2.0 – COMMITTEE RECOMMENDATION 2**

**MOVED COUNCILLOR PRICE  
SECONDED MAYOR EVANS**

**THAT Council CONFIRM the appointment of Councillor Leavesley as Chairperson to the  
FINANCE STRATEGY COMMITTEE.**

**MOTION CARRIED 5-0**

The CEO handed the meeting over to the Chair.

The Chair called for nominations.

One nomination was received for Deputy Chair – Cr Dot Price.

**ITEM 2.0 – COMMITTEE RECOMMENDATION 2**

**MOVED MAYOR EVANS  
SECONDED COUNCILLOR LEAVESLEY**

**THAT Council CONFIRM the appointment of Councillor Price as Deputy Chairperson to the  
FINANCE STRATEGY COMMITTEE.**

**MOTION CARRIED 5-0**

**3.0 DISCLOSURE OF INTEREST**

[Elected members of Council and staff 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]

Nil

Councillor Matla entered the meeting at 5:14 PM.

**4.0 ITEMS FOR DISCUSSION**

The committee received the figures detailed at Item 4.1.

**4.1 Review of the Annual loss being absorbed by the City of Albany (CoA) 2009-2010  
Budget for:**

- The Library is \$1.050 million
- The Town Hall is \$156 thousand
- The ALAC is \$659 thousand
- Vancouver Arts Centre is \$251 thousand
- HMAS Perth dive site is \$49 thousand

Committee queried the draft operating figures of the Albany Entertainment Centre (AEC) and commented on the AEC sensitivities report, presented under CEO – In – Confidence.



Item 4.1 continued.

Cr Wellington stated that the figures were ludicrous or words to that effect.

CEO requested that the above statement is recorded in the minutes.

Chair stated that it is not in the terms of reference for the committee to be making recommendations on financial management of Albany Entertainment Centre (AEC) and that a committee should be formed for the specific purpose of providing strategic direction and business plan for the AEC.

Item 4.2 was presented for discussion and direction by committee; however was not discussed.

#### **4.2 Initiate the review of the 5 Year Business Plan 2007/08 to 2011/12**

A copy of the adopted five year plan, ADOPTED by Council 20/02/07, Item 12.7.3, detailed at appendix A, was presented to committee in the agenda.

Item 4.3.1 was presented for discussion and direction by the committee in the agenda, however was not discussed.

#### **4.3 Executive Briefing:**

- 4.3.1 Budget Summary

Item 4.3.1 was presented for discussion and direction by the committee in the agenda, however was not discussed.

- 4.3.2 Questions list from Staff to Councillors seeking Councillor instruction

Staff requested feedback from the committee for Item 4.3.2.

Action: Committee to provide feedback to committee.

- 4.3.3 Overview of Chameleon Software (Financial budgeting reporting tool) – Manager Finance.

Finance Manager gave a verbal overview of the Chameleon Software, as the product was not available for demonstration.

CEO presented the Offer of Assistance from the ACCI to reduce operating costs of running the AEC detailed at appendix D.

#### **5.0 ITEMS TO BE DISCUSSED AT NEXT MEETING**

- 4.3.1 Budget Summary
- 4.3.2 Questions list from Staff to Councillors seeking Councillor instruction

#### **6.0 DATE OF NEXT MEETING**

To be determined by the Committee.

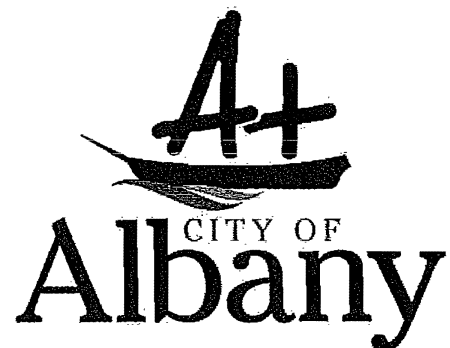
**7.0 CLOSURE OF MEETING**

There being no further business to discuss, the meeting closed at 6:10 PM.

**Attachment:**

- A. City of Albany – Five Year Business Plan Revision 2007/08 to 2011/12.
- B. Budget Summary
- C. Question List Seeking Councillor Instruction
- D. Offer of Assistance from the ACCI to reduce operating costs of running the AEC.
- E. AEC Sensitivities Report (Presented separately under CEO – In – Confidence)

*Five Year Business Plan Revision - 2007/08 to 2011/12*



**FIVE YEAR BUSINESS PLAN  
REVISION  
2007/08 to 2011/12**

**For confirmation by Council – Feb 07**

*Five Year Business Plan Revision - 2007/08 to 2011/12*

**CITY OF ALBANY  
FIVE YEAR BUSINESS PLAN REVISION  
2007/08 to 2011/12**

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**Appendices:**

- Appendix 1 - Business Plan Financial Summary
- Appendix 2 - Detail of Recurrent Revenue and Expense
- Appendix 3 - Detail of Projected Operating Projects
- Appendix 4 - Detail of Projected Minor Capital Costs
- Appendix 5 - List of Loans at Year End

**For confirmation by Council – Feb 07**

*Five Year Business Plan Revision - 2007/08 to 2011/12*

## **CITY OF ALBANY FIVE YEAR BUSINESS PLAN REVISION**

### **A. EXECUTIVE SUMMARY**

The City of Albany Five Year Business Plan Revision is a “short form” plan covering the period 2007/08 to 2011/12. The next City of Albany Strategic Plan will be done after the City boundary changes and next local government elections in October 2007. A full Business Plan will be done in co-ordination with the new strategic plan.

Major projects proposed for the five year period include:

- Albany Entertainment Centre
- Albany Leisure & Aquatic Centre Upgrade
- Centennial Oval / Recreation Precinct Plan works
- Asset masterplans including roadworks, parks & reserves, drainage, etc

The funding requirements can be sourced by the use of the following measures:

- Sales / development of surplus Council land -
- Rate increases of 1% per annum above CPI for 07/08 ,08/09, and 09/10 (as per previous Five Year Plan)
- New debt to fund the ALAC Upgrade
- Subdivision proceeds
- Reserves – Change of use

The plan includes a high level of new short term loans to provide funding for subdivision expenditure. Proceeds from subdivisions will be used to pay out those short term loans, and reduce the City’s long term borrowings to below \$ 14 million by the end of the plan period. Short term funding of the ALAC Redevelopment will be accessed by “borrowing” funds from other reserves under the provisions of the Local Government Act which allow a change of use of reserve funds if the change is included in the annual budget.

The long term issues of inadequate funding to ensure that the City’s assets are fully maintained and improved in accordance with masterplans adopted by Council cannot be resolved until seachange issues are recognized by the state and federal government and significant new funding is put in place.

The proposed Five Year Business Plan Revision will satisfy the City’s immediate requirements, greatly improve the City’s loan position and provide additional funds from subdivisions to be used at the discretion of Council to fund new projects or services in 2010/11 or at some later date.

*Five Year Business Plan Revision - 2007/08 to 2011/12*

## **B. INTRODUCTION**

The Albany Five Year Business Plan provides options for sustainable maintenance and development of City services and assets. This is in keeping with the City's value statement

“At all times we will respect the Community's aspirations and resources”.

The primary objective of the Five Year Business Plan Revision is to collate the City's proposed major expenditure under the 3D Plan, consider funding alternatives, and recognise external factors which could impact Council's ability to fund its plans. The Plan provides a recommended sustainable path which will “respect the Community's aspirations and resources”.

The Five Year Business Plan has considered options associated with

- The level of the City's recurrent surplus
- Requirement for operating / capital projects ( excl masterplans)
- Revenue projections/sources which are acceptable to ratepayers
- Masterplan expenditure
- Philosophy on land development
- Maintenance of healthy City financial position ( incl loans & reserves)

All programs included in the 3D Corporate Plan have been considered in the business plan.

The final decision on expenditure and the funding of that expenditure rests with the Council of the day, after annual budget deliberations. The Business Plan Revision is intended to provide a framework for Council in consideration of annual budgets against a longer term plan. It also provides guidance for Officers in making recommendations regarding operational matters such as plant purchasing decisions and staffing.

## **C. RECURRENT INCOME & EXPENDITURE ( RECURRENT SURPLUS)**

### **i) Recurrent Surplus projections**

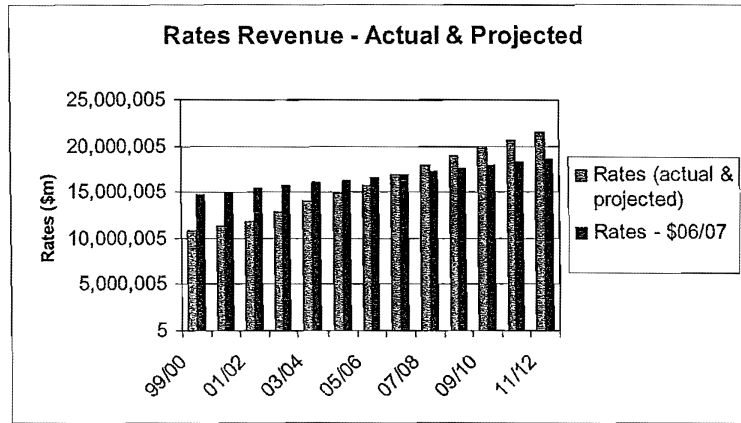
The City's recurrent surplus includes rates revenue, all other expected general purpose funding , and the costs associated with all governance and compliance type activities , asset maintenance, and Council services. The recurrent surpluses, as noted below, are available to repay debt or undertake projects.

2007/08	\$ 5.53 million
2008/09	\$ 5.86 million
2009/10	\$ 5.75 million
2010/11	\$ 5.87 million
2011/12	\$ 6.38 million

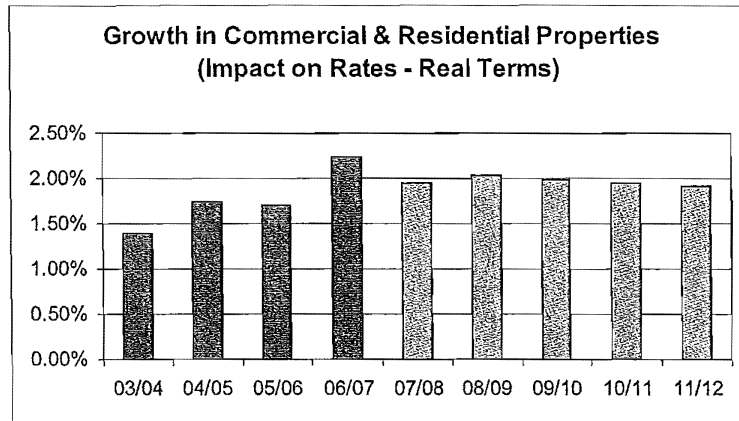
Five Year Business Plan Revision - 2007/08 to 2011/12

ii) Rates Revenue

The following graph provides a history of actual rates movements from 1999/2000 to 2006/07, projections for the Five Year Plan period, and the same numbers expressed in 2006/07 dollars to provide “real terms” analysis. The plan assumes rate increases of CPI plus 1% for 2007/8 to 2009/10 , and CPI only for 2010/11 and 2011/12



Actual and projected growth in City rates based on new commercial and residential developments within the City are:



iii) General Purpose Funding – City of Albany

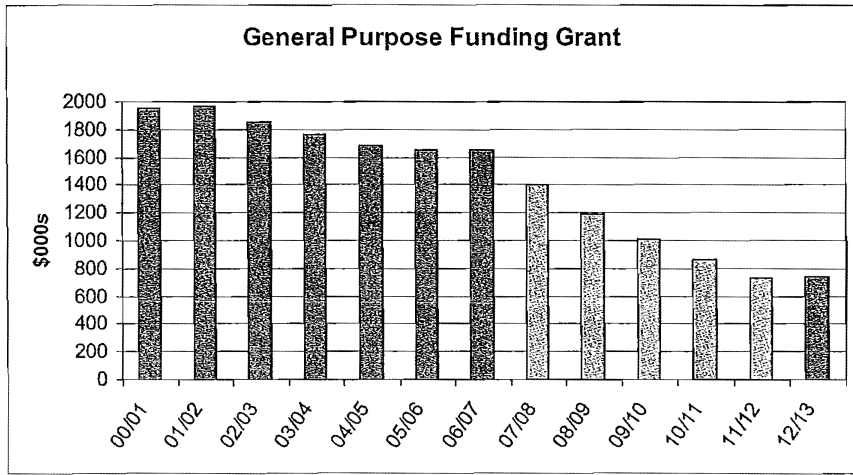
The Local Road Grant (currently \$1.29 million) , is based on a calculation of the City’s asset preservation needs. It is expected to remain fairly constant in the foreseeable future unless the Grants Commission make a significant change in their allocation basis, or there is a major change in the allocation pool.



Five Year Business Plan Revision - 2007/08 to 2011/12

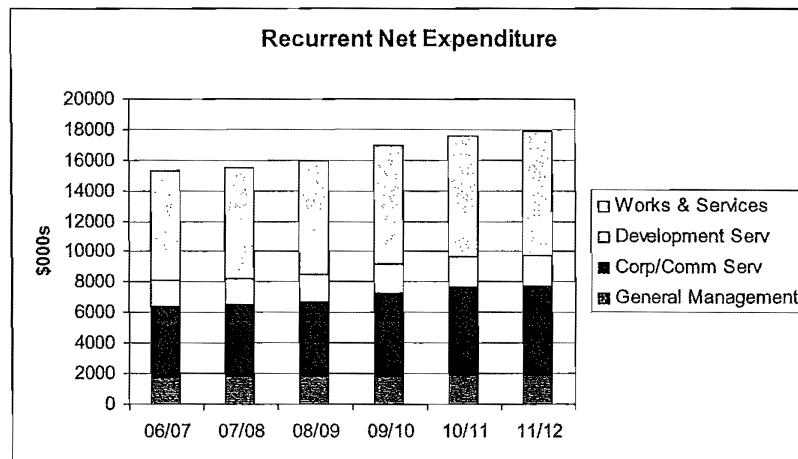
iii) **General Purpose Funding – City of Albany (cont)**

The General Purpose Grant ( currently \$1.65 million) will drop by 15% per year over the Five Year Plan period due to a combination of the significant City of Albany commercial and residential development, the City’s success in obtaining external funding for roadworks, the impact of FESA funding for emergency services and other factors. At current projections, the City will be a minimum grant council in 2012/13 . The level of grant will rise slowly each year after 2012/13 based on population increases and inflation.



iv) **Recurrent Revenue and Expenditure**

Recurrent revenue and expenditure is the operating revenue/cost of delivering the City’s current range of services such as planning, library , recreation, waste management etc.



Detail of projected recurrent costs and revenues is included in Appendix 2.

Five Year Business Plan Revision - 2007/08 to 2011/12

**D. OPERATING AND MINOR CAPITAL PROJECTS**

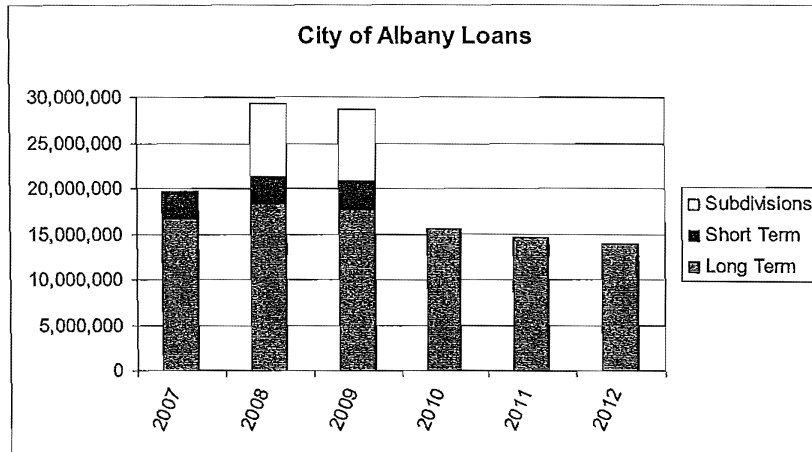
Operating projects include expenditure such as special studies and tourism development. Minor capital expenditure includes items such as plant replacement, Black Spot Projects for road safety, IT replacement, and traffic management

	Operating Projects \$000s	Capital Projects \$000s
2006/7	534	251
2007/08	924	893
2008/09	843	997
2009/10	864	1308
2010/11	874	868
2011/12	945	894

Detail of projected operating and minor capital projects is included in Appendices 3 and 4.

**E. LOAN POSITION**

The following is a summary of City of Albany annual loan levels at each year end based on current principal repayment commitments.

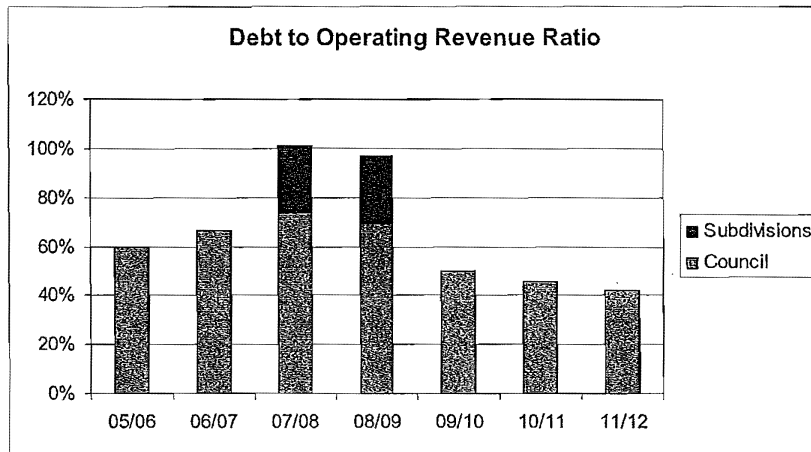


The City's long term debt is within acceptable levels. Short term debt was taken on to fund the new Administration building which was opened in 2005, and considerable short term debt will be necessary to fund subdivisions. Once the subdivisions are completed, short term debt will be immediately extinguished.

Five Year Business Plan Revision - 2007/08 to 2011/12

#### D. LOAN POSITION (cont)

The following graph indicates the debt to operating revenue ratios expected over the plan period. The WA Treasury Corporation and the Commonwealth Bank of Australia use maximum debt to revenue benchmarks of 60% and 80% respectively.



Details of loan balances at year end are provided in Appendix 5.

#### F. OPERATING SUMMARY

The following summary indicates a general breakeven situation after allowing for general purpose income, recurrent expenditure, loan servicing, operating and minor capital projects, and designated expenditure on asset masterplans.

The loan servicing figures include funding for the ALAC project, but exclude short term loans raised to fund subdivisions.

\$'000s	06/07	07/08	08/09	09/10	10/11	11/12
General Purpose Income	20,038	21,030	21,871	22,701	23,448	24,250
Recurrent expenditure	(16,350)	(15,502)	(16,015)	(16,853)	(17,575)	(17,887)
Recurrent Surplus	4,712	5,528	5,857	5,748	5,870	6,363
Council loan costs (net)	(5,421)	(4,738)	(3,328)	(2,343)	(1,542)	(1,470)
Loan Renegotiations	3,765	3,179	1,500	0	0	0
Operating Project Expenditure	(21)	(324)	(543)	(654)	(874)	(945)
Minor Capital Expenditure	(25)	(993)	(997)	(1,308)	(806)	(894)
Asset Masterplan Expenditure	(2,087)	(2,153)	(2,228)	(2,303)	(2,379)	(2,454)
Net Funds - before major projects	112	0	(40)	(5,070)	207	619
				Note 1		
				Note 1 - includes repayment of short term loans financed ex subdivisions		

Five Year Business Plan Revision - 2007/08 to 2011/12

## G. MAJOR CAPITAL PROJECTS

The following major capital projects are included in the Five Year Business Plan Revision.

### ALAC Redevelopment (incl Gym)

The ALAC Redevelopment will include extensions to the existing pool hall incorporating a new 25m pool, tots pool, waterslide and splash pool, plus changes to reception, child minding, entry, plantrooms, and works to the existing sports hall.

ALAC REDEVELOPMENT FUNDING			
	06/07	07/08	Total
ALAC Redevelopment Project Cost	2,700,000	11,600,000	14,300,000
Project Funding			
External grants		(2,962,000)	(2,962,000)
Loan funds	(2,530,000)	(2,250,000)	(4,780,000)
Cull Road Subdivision ( note 2)		(1,975,000)	(1,975,000)
Minor Road Subdivision		(300,000)	(300,000)
Sale of Surplus Land		(2,250,000)	(2,250,000)
Change of Use - Airport Reserve		(1,000,000)	(1,000,000)
ALAC Reserve		(810,000)	(810,000)
Other Council	(170,000)	(53,000)	(223,000)
	(2,700,000)	(11,600,000)	(14,300,000)
<p>Note 2 - The funds from the Cull Road development will not be available until 2008/09. It is proposed to fund the shortfall by a short term change of use of existing reserves in accordance with Section 6.11 (3) of the Local Government Act 1995.</p>			
<p>Recurrent Costs</p> <p>Additional costs of \$220,000 per year will be more than offset by additional revenue.</p> <p>Additional revenue based on City operation of the Gym is incorporated into the plan.</p>			

### Entertainment Centre

The Entertainment Centre will be built on the Albany Waterfront. The Western Australian Government will fund the full capital cost of the Centre ( estimated \$ 37 million) and the construction risk, except for the cost to the City of \$ 1 million for the land and a contribution of \$ 1.2 million. The first \$1 million of the City's contribution will be funded by the sale of surplus land in 2007/08. The balance will be funded from subdivision proceeds and reserve funds previously set aside. The anticipated additional annual operating costs ( over and above the current expenditure on the Town Hall Theatre) is \$400,000.

*Five Year Business Plan Revision - 2007/08 to 2011/12*

### **Centennial Oval**

The Centennial Oval development is scheduled to commence in 2011/12 with a cost of \$ 11.5 million in that year. Anticipated external grant funding is \$ 9 million, with the balance funded out of the proceeds of the Yakamia subdivision.

### **Asset Masterplan Expenditure**

Council has determined that in order to achieve 3D Corporate Plan outcomes, annual capital expenditure on masterplan infrastructure should be limited to a fixed amount which is based on the ability to fund expenditure from existing revenue streams. Specific grants are being sourced to undertake further infrastructure projects.

The following funding levels will be provided from Council resources

2007/08	\$ 2.152 million
2008/09	\$ 2.228 million
2009/10	\$ 2,303 million
2010/11	\$ 2,379 million
2011/12	\$ 2,454 million

## **H. PROPOSED SUBDIVISIONS**

Council has agreed to the publication of business plans for three subdivisions of freehold land currently owned by Council. The original subdivision plan, Yakamia, was required to enable the City to liquidate short term loans drawn down to fund the North Road Administration Building. Subsequently, the City experienced a significant increase in the projected development cost for the ALAC Redevelopment, and subdivision proceeds were necessary to increase the funding.

The original subdivision plan, Yakamia, has been greatly delayed by the DEC requirement to do a full environmental review. This has forced the City to undertake the smaller Cull Road project earlier than anticipated and will result in major subdivision project expenditure in the financial years 2007/08 and 2008/09. The business plan assumes that the majority of the sales will be settled by the end of 2009/10. The project risks include further subdivision delays, the possibility of lower prices for blocks, and the ability to sell a large proportion of the blocks over the three year period. The Minor Road subdivision is a much smaller project which should be complete and fully sold within 2007/08.

### **Minor Road ( 49, 51, 55, 57)**

The City will subdivide these four adjacent blocks into at least 12 lots averaging. The majority of the costs will be incurred in 2006/07 and it is anticipated that the blocks will be sold in 2007/08. A predicted net surplus of \$300,000 over the estimated sale of the land "as is" will be used to fund the ALAC Development. The subdivision will be managed by City of Albany staff.

*Five Year Business Plan Revision - 2007/08 to 2011/12*

#### **Cull Road ( 34 – 66)**

The Cull Road land comprises over 12 hectares in Lockyer. Total development cost has been estimated to be \$ 11 million with revenue from the sale of residential blocks in 2008/09 and 2009/10 totalling \$16 million. \$ 1.975 million of the net proceeds have been committed to the ALAC Redevelopment project with the balance to be used for loan reduction , or other City of Albany projects.

#### **Yakamia ( adjacent to City Administration building)**

The land behind the City of Albany Administration Building on North Road exceeds 14 hectares and is expected to yield 120-140 residential building blocks. The anticipated surplus of \$7.9 million from the project will be used to retire debt and fund future City of Albany capital projects

### **I. COMMUNITY ISSUES NOT FUNDED BY COUNCIL**

The business plan has allowed for major capital expenditure on roads, reserves , drainage , buildings and recreation facilities. There are a number of potentially major expenditure areas which Council has historically chosen not to fund . The following is a list of possible major expenditure items which will not be funded from Council resources, although the City may lobby for additional funding from State and Federal Government.

- coastal management
- contaminated land management
- harbour protection
- public transport expenditure
- marine infrastructure (jetty replacement)
- marine services – new
- significant contribution to city security
- beach patrols
- purchase of heritage assets
- Community development above current expenditure
  - Youth facilities
  - Senior facilities
  - Disability services
  - General welfare issues

### **J. PLAN SENSITIVITIES / RISK FACTORS**

The draft business plan has been calculated based on assumptions such as inflation rates, interest rates, anticipated service levels, and the rate of development in the City of Albany.

*Five Year Business Plan Revision - 2007/08 to 2011/12*

To determine the importance of each of these factors to the City's bottom line, calculations of the impact of variations have been done. Although the "risk" figures have been presented, in each case there would be a benefit to Council if rates were lower, or development higher.

**J. PLAN SENSITIVITIES / RISK FACTORS (cont)**

**Higher interest rates (+10%)**

The Business Plan assumes a 20 year interest rate of 6.5%. (vs the current level at 6.25%) The impact of a 10% increase in interest rates on new loans would be

2007/08	\$ 86,200
Five years '07/08 to 11/12	\$ 486,212

**Lower annual development (-10%)**

The Business Plan assumes an annual increase in rateable properties in the City which would yield additional annual rates revenue of \$ 350,000.

2007/08	\$ 35,000
Five years '07/08 to 11/12	\$ 590,000

**Higher inflation (+10%)**

The Business Plan assumes a long term inflation rate of 2.5%. City practice has been to set the annual rate increase based on the projected CPI increase for the following year. The rate increase should cover all operating and minor capital costs,. Any impact on major capital would be covered by other measures.

**Reduced subdivision sales (-10%)**

The Business Plan includes considerable subdivision sales to fund major projects. The impact of a reduction in subdivision sales or prices would be

2007/08	\$ 190,000
Five years '07/08 to 11/12	\$ 3,920,000

The current prices for land are running higher than prices assumed for the proposed subdivisions. If there were a significant reduction in prices or saleability, the City would be required to release additional surplus land, increase loan levels, and/or reduce future expenditure plans ( eg Centennial Oval). Another option, if absolutely necessary would be to defer masterplan projects and move Council employees to unfinished subdivision projects.

*Five Year Business Plan Revision - 2007/08 to 2011/12*

## **K. CONCLUSION**

The proposed five year plan satisfies the basic requirements of the City's Strategic Plan and ensures that the City's financial position is steadily strengthened over the period.

As previously noted, Council has resolved that total masterplan expenditure as presented to Council in 2003/04 cannot be achieved without further unacceptable imposts on the community.

A significant amount has been allocated for masterplans over the period and additional emphasis is now being placed on ensuring that the maximum available external funding is accessed. Further work will be done to better quantify the optimum level of required Asset Masterplan expenditure and ensure that the City's annual expenditure is directed most effectively.

The City of Albany, together with other "Sea Change" Councils will continue to press the State and Federal government to provide a significant increase in the provision of funding for essential civic infrastructure and the adoption of industry wide sustainable long term financial strategies.

The funding requirements for existing projects will impact the City's ability to undertake significant new projects for the next three years. The outlook for years 3, 4 and 5 of the plan is much more positive once short-term debt has been extinguished and the City's operating position is improved.



CITY OF ALBANY FIVE YEAR PLAN SUMMARY INCLUDING SMALL SCALE GYM

APPENDIX 1

	06/07 Budget	07/08	08/09	09/10	10/11	11/12	Total 5 Years
Rates Income	(16,787,661)	(17,858,574)	(18,858,553)	(19,906,654)	(20,802,072)	(21,729,821)	(99,155,674)
Rates Discount	320,000	231,023	244,680	258,788	270,940	283,537	1,288,967
General Purpose Grant	(1,655,000)	(1,408,750)	(1,195,738)	(1,016,377)	(863,921)	(734,333)	(5,217,118)
Local Roads Grant	(1,294,000)	(1,316,250)	(1,332,703)	(1,349,362)	(1,366,229)	(1,383,307)	(6,747,851)
Other GPI	(621,345)	(679,750)	(729,028)	(687,715)	(686,853)	(685,970)	(3,469,315)
Total General Purpose Income	(20,038,006)	(21,030,302)	(21,871,342)	(22,701,320)	(23,448,135)	(24,249,893)	(113,300,991)
General Management	1,698,170	1,781,430	1,819,310	1,858,030	1,897,609	1,938,067	9,294,446
Corporate & Community Services	4,508,171	4,552,068	4,656,123	4,731,480	5,015,303	4,955,146	23,910,120
CCS - Town Hall	171,143	175,005	178,955	53,845	55,191	56,570	519,566
CCS - Entertainment Centre				564,165	577,494	591,139	1,732,798
CCS - Additional Service			50,000	101,250	153,781	207,626	512,657
Development Services	1,751,825	1,723,579	1,811,316	1,905,729	1,948,551	1,992,336	9,381,511
Works & Services	7,166,612	7,269,685	7,498,890	7,738,390	7,930,044	8,126,503	38,563,512
Recurrent SURPLUS	(4,752,165)	(5,528,536)	(5,856,747)	(5,748,431)	(5,870,162)	(6,382,506)	(29,386,382)
Loan costs/ renegotiation							
Loan costs excl land development	4,927,114	1,578,827	1,848,042	1,860,342	1,556,476	1,483,944	8,327,631
Major loans repaid - roads		1,679,000		1,500,000			3,179,000
Major loans repaid - Admin bldg		1,500,000	1,500,000	3,000,000			6,000,000
Loans renegotiated	(3,766,167)	(3,179,000)	(1,500,000)				(4,879,000)
Self Supporting Loans	(15,821)	(19,782)	(19,780)	(17,030)	(14,281)	(14,280)	(85,153)
05/06 Loans to Reserve	210,000						
	1,355,126	1,559,045	1,828,262	6,343,312	1,542,195	1,469,664	12,742,478
Available for Projects	(3,397,060)	(3,969,490)	(4,028,485)	594,881	(4,327,967)	(4,912,842)	(16,643,904)
Operating Projects	533,820	923,700	843,146	863,974	874,285	945,492	4,450,597
Capital Expenditure							
Minor	251,240	892,990	998,742	1,308,074	867,947	894,219	4,959,972
Asset Masterplan	2,000,000	2,152,800	2,228,148	2,303,496	2,378,844	2,454,192	11,517,480
Net (Available) for Major Projects	(612,000)	(0)	39,551	5,070,425	(206,891)	(618,939)	4,284,145
Peace Park	134,000						
ALAC Redevelopment	2,700,000	11,600,000					2,328,000
External Grants		(2,962,000)					
Trans ex Airport Reserve		(1,000,000)					
Trans ex ALAC Reserve		(810,000)					
Sale of surplus City Land- Wellington St		(1,000,000)					
Sale of surplus City Land- York St		(1,250,000)					
Cull Road - Loan ex Reserves-Leave		(1,975,000)	935,449	889,575	149,976		
ALAC Redevelopment Loan 1	(2,630,000)	(2,250,000)					
Centennial Oval							
Expenditure						11,436,750	2,070,813
External Revenue						(9,365,938)	
Entertainment Centre							875,000
Expenditure	50,000	1,050,000		1,100,000			
Revenue - sale of york St		(1,000,000)					
Revenue - ex reserves	(50,000)	(50,000)		(225,000)			
Recreation Precinct Plans	308,000						
Minor Road Subdivision							
Delay in sale - Minor Road	800,000						
Reduce repayment to Reserves	(800,000)	800,000					(1,000,000)
Minor Road costs	700,000	100,000					
Minor Road Revenue		(1,900,000)					
Cull Road Subdivision							
Expenditure		7,947,000	2,853,000	165,000			(4,713,000)
Revenue			(13,100,000)	(2,850,000)			
Trans to/ex reserve			272,000				
Subdivision Loans	(700,000)	(7,300,000)		8,000,000			700,000
Yakamia Subdivision							
Expenditure		125,000	9,000,000	4,100,000	100,000		(7,900,000)
Revenue				(16,500,000)	(4,850,000)		
Trans to/ex reserve		(125,000)		250,000			
Transfer to / (from) reserves					4,806,915	(1,451,873)	3,355,042
Cash Flow Position	(0)	0	0	(0)	(0)	(0)	0

FIVE YEAR BUSINESS PLAN - RECURRENT COSTS					
Appendix 2					
Description	07/08	08/09	09/10	10/11	11/12
<b>General Purpose Income</b>					
Rates	(17,627,552)	(18,613,873)	(19,647,866)	(20,531,133)	(21,446,283)
Other General Purpose Income	(3,402,750)	(3,257,469)	(3,053,454)	(2,917,003)	(2,803,609)
<b>Total General Purpose Income</b>	<b>(21,030,302)</b>	<b>(21,871,342)</b>	<b>(22,701,320)</b>	<b>(23,448,135)</b>	<b>(24,249,893)</b>
<b>General Management</b>					
General Management	381,193	389,989	398,989	408,197	417,618
Members Of Council	373,916	378,718	383,583	388,512	393,507
Economic Development	151,096	154,271	157,515	160,831	164,219
City Events	115,961	118,791	121,690	124,661	127,703
Tourism Development	53,148	54,338	55,556	56,800	58,073
Avc Operating	143,188	147,145	151,204	155,365	159,633
Executive Services	195,930	200,473	205,121	209,877	214,744
Human Resources	163,307	167,101	170,984	174,957	179,022
Public Relations	124,293	127,248	130,273	133,370	136,541
Project Admin Officer	79,399	81,236	83,115	85,038	87,006
	<b>1,781,430</b>	<b>1,819,310</b>	<b>1,858,030</b>	<b>1,897,609</b>	<b>1,938,067</b>
<b>Corporate &amp; Community Services</b>					
Corporate Services Mgmt	226,507	256,376	262,944	269,666	276,546
Information Technology	423,605	433,737	444,111	454,734	465,613
Financial Assistance	340,725	349,156	357,797	366,654	375,733
Customer Services	721,706	785,644	803,988	822,763	841,977
North Road Office	429,373	440,107	451,109	462,387	473,947
Community Development	220,638	225,693	230,865	236,155	241,567
Lotteries House					
Town Jetty	19,783				
Emu Point Business Unit					
Dive Ship Operations	49,097	49,422	49,756	50,097	50,448
Forts	77,606	79,426	81,290	83,197	85,149
Finance	461,487	472,078	482,912	493,999	505,333
Day Care Centre	(32,478)	(35,212)	(38,046)	(40,981)	(44,023)
Library	988,075	1,010,848	1,034,147	1,057,984	1,082,372
Town Hall	175,005	178,955	53,845	55,191	56,570
Entertainment Centre			564,165	577,494	591,139
Community Arts	95,761	97,952	100,193	102,485	104,830
Art Prize	23,934	24,532	25,145	25,774	26,418
Alac Excl Gym	485,239	444,828	423,192	421,219	446,043
Alac Synthetic Surface					
Heritage-Old Post Office	21,013	21,538	22,076	22,628	23,194
Additional Service		50,000	101,250	153,781	207,626
	<b>4,727,073</b>	<b>4,885,078</b>	<b>5,450,739</b>	<b>5,801,769</b>	<b>5,810,482</b>
<b>Development Management</b>					
Development Management	420,572	416,658	426,253	436,070	446,113
Fire Prevention / Control	238,577	244,241	250,040	255,977	262,055
Planning	302,544	371,721	433,559	443,070	452,788
Rangers	212,193	217,122	222,167	227,329	232,611
Animal Control	89,341	91,285	93,271	95,300	97,373
Building	202,604	206,637	210,748	214,937	219,207
Health	257,747	263,651	269,691	275,869	282,188
	<b>1,723,579</b>	<b>1,811,316</b>	<b>1,905,729</b>	<b>1,948,551</b>	<b>1,992,336</b>
<b>Works &amp; Services</b>					
Works Management	312,873	320,014	327,318	334,789	342,431
Works Overheads					
City Assets	1,010,603	1,070,794	1,095,768	1,121,328	1,147,482
City Services	565,827	579,271	593,036	607,129	621,557
Other Leased Assets	(145,708)	(149,351)	(153,084)	(156,911)	(160,834)
Airport					
Trades & Building	246,372	255,036	264,004	273,288	282,897
Plant Business Unit			0		
Waste City Costs (Excl Tip Ops)					
Public Conveniences	354,753	363,621	372,712	382,030	391,580
Liquid Waste Facility	29,738	29,610	29,479	29,344	29,207
City Works Management	140,355	143,542	146,802	150,136	153,546
Road Maintenance	3,012,475	3,087,787	3,164,982	3,244,106	3,325,209
Parks & Reserves	1,742,398	1,798,565	1,897,374	1,944,808	1,993,428
Waste City Costs (Landfill Operations )					
	<b>7,269,685</b>	<b>7,498,890</b>	<b>7,738,390</b>	<b>7,930,044</b>	<b>8,126,503</b>
<b>Summary Operating</b>					
General Purpose Revenue	(21,030,302)	(21,871,342)	(22,701,320)	(23,448,135)	(24,249,893)
General Management	1,781,430	1,819,310	1,858,030	1,897,609	1,938,067
EDCCS	4,727,073	4,885,078	5,450,739	5,801,769	5,810,482
EDDS	1,723,579	1,811,316	1,905,729	1,948,551	1,992,336
EDWS	7,269,685	7,498,890	7,738,390	7,930,044	8,126,503
<b>TOTAL</b>	<b>(5,528,536)</b>	<b>(5,856,747)</b>	<b>(5,748,431)</b>	<b>(5,870,162)</b>	<b>(6,382,506)</b>

Appendix 3

FIVE YEAR BUSINESS PLAN - OPERATING PROJECTS					
Description	07/08	08/09	09/10	10/11	11/12
<b>ECONOMIC DEVELOPMENT</b>					
Albany Advantage Kits	15,000				10,000
Sister City Visits	10,250	21,013	10,769	22,076	22,628
<b>CITY EVENTS</b>					
Community Events	63,550	65,139	66,767	68,436	70,147
Contribution to Anzac 2015	10,000	10,000	10,000	10,000	10,000
<b>EXECUTIVE SERVICES</b>					
Corporate Plan review	15,375		10,769		16,971
Management Dev Ext	10,250	10,506	10,769	11,038	11,314
<b>HUMAN RESOURCES</b>					
Hr - First Aid Training	8,200	8,405	8,615	8,831	9,051
Employee Attraction & Retention	51,250	52,531	53,845	55,191	56,570
HR Flexibility Strategy Implementation	102,500	105,063	107,689	110,381	113,141
Employee Wellness Program	10,250	10,506	10,769	11,038	11,314
<b>PUBLIC RELATIONS</b>					
Corporate Rebranding	15,375				22,628
<b>GENERAL MANAGEMENT TOTAL</b>	<b>312,000</b>	<b>283,163</b>	<b>289,992</b>	<b>296,991</b>	<b>353,765</b>
<b>CUSTOMER SERVICES</b>					
Upgrading Of Records Classification	20,500	21,013	21,538	22,076	22,628
Software upgrade- on line services	10,250	10,506	10,769		
<b>INFORMATION TECHNOLOGY</b>					
IT Projects	28,700	29,418	30,153	30,907	31,679
*synergy soft database replacement -Data Base Manager	58,425	59,886	61,383	62,917	64,480
<b>COMMUNITY DEVELOPMENT</b>					
Community Dev - Total	44,075	45,177	46,306	47,464	48,651
Recreation Dev - Total	15,375	15,759	16,153	16,557	16,971
<b>FINANCE</b>					
Sundry Projects	5,125	5,253	5,384	5,519	5,657
<b>LIBRARY</b>					
Concept planning stage 2	15,375				
Other projects	30,750	31,519	32,307	33,114	33,942
<b>COMMUNITY ARTS</b>					
Projects plan	128,125	131,328	134,611	137,977	141,426
<b>ALBANY CEMETERY BOARD</b>					
	51,250	52,531	53,845	55,191	56,570
<b>CORPORATE SERVICES TOTAL</b>	<b>407,950</b>	<b>402,389</b>	<b>412,449</b>	<b>411,722</b>	<b>422,015</b>
<b>DEVELOPMENT MANAGEMENT</b>					
Reserves Planning	51,250	52,531	53,845	55,191	56,570
Demographic Survey	50,000				
Sundry projects	102,500	105,063	107,689	110,381	113,141
<b>DEVELOPMENT MANAGEMENT TOTAL</b>	<b>203,750</b>	<b>157,594</b>	<b>161,534</b>	<b>165,572</b>	<b>169,711</b>
<b>total operating projects</b>	<b>923,700</b>	<b>843,146</b>	<b>863,974</b>	<b>874,285</b>	<b>945,492</b>

BUSINESS PLAN CAPITAL PROJECTS ( EXCLUDING MASTERPLANS)	APPENDIX 4									
	07/08 Expend	07/08 Revenue	08/09 Expend	08/09 Revenue	09/10 Expend	09/10 Revenue	10/11 Expend	10/11 Revenue	11/12 Expend	11/12 Revenue
<b>General Management Services</b>										
Members	10,250		10,506		10,782		11,093		11,462	
City Crests / Regalia	25,625									
<b>Library</b>										
IT Hardware/software Replacement	16,503		24,059		17,143		31,060		18,340	
Furniture / Equipment replacement	10,250		10,506		10,782		11,093		11,462	
<b>Information Technology</b>										
Purchase of PCs	75,338	(7,175)	77,221	(7,354)	53,909	(7,547)	55,465	(7,765)	57,312	(8,024)
Servers	16,400		26,266		32,885		33,834		34,961	
Software Licences	30,750		31,519		32,346		33,279		34,387	
Printers/Scanners	5,125		5,253		5,391		5,547		5,731	
WaveLAN Upgrade			105,063							
SwitchGear / Firewall	2,050		19,962		17,251		17,749		18,340	
Other IT *synergy soft database replacement - SOFTWARE UPGRADES	25,625		26,266		26,955		27,733		28,656	
City office equip	4,100		4,203		4,313		4,437		4,585	
<b>DAY CARE CENTRE</b>										
DCC Other	3,075		3,152		3,235		3,328		3,439	
<b>ALAC</b>										
Sundry	5,125		5,253		5,391		5,547		5,731	
<b>Community Development</b>										
Albany Classic Barriers (funded ex reserve)	5,125	(5,125)	5,253	(5,253)	2,156	(2,156)				
<b>Town Hall</b>										
Sundry minor caoital	15,375		15,759		16,173		16,640		17,194	
Town Hall Refurbishment					161,728					
Married Officers Quarters - Forts	10,250									
Sundry Projects	10,250		21,013		21,564		22,186		22,925	
<b>Fire Equipment</b>										
Yalgan 24t Tanker			225,884	(225,884)						
Redmond 2.4 Rural Tanker					231,810	(231,810)				
Highway 2.4 Rural Tanker					231,810	(231,810)				
South Coast 24R Tanker					302,971	(302,971)				
King River 24U tanker							360,523	(360,523)		
Napier 24B							238,500	(238,500)		
South Coast 24U Tanker							360,523	(360,523)		
Torbay LT							99,837	(99,837)		
Elleker LT									103,162	(103,162)
Bornholm Light Tanker			147,088	(147,088)						
Sth Stirlings 2.4 Tanker			225,884	(225,884)						
Green Range 1.4 Rural Tanker	220,375	(220,375)								
Youngs 14R tanker			147,088	(147,088)						
<b>Airport</b>										
Runway Enrichment (funded ex reserve)	358,750	(358,750)								
<b>Plant Replacement</b>										
Plant expenditure (funded ex reserves /loans)	510,000	(510,000)	1,640,000	(1,640,000)	1,364,000	(1,364,000)	1,273,000	(1,273,000)	1,015,000	(1,015,000)
<b>Landfill Capital</b>										
Capex (funded ex reserves)	164,000	(164,000)	168,100	(168,100)	172,510	(172,510)	177,488	(177,488)	183,400	(183,400)
<b>Road Safety</b>										
Traffic Mgmt Plans	103,500		107,123		111,130		115,869		121,887	
Minor Works	31,050		32,137		33,339		34,761		36,566	
Road Safety -Federal Black Spot Projects			160,684	(160,684)	166,695	(166,695)	173,803	(173,803)	182,830	(182,830)
Road Safety - State Black Spot Funding	372,600	(248,400)	385,641	(257,094)	400,067	(266,712)	417,127	(278,084)	438,792	(292,528)
<b>Parks / Reserves - Non Masterplan</b>										
Streetscape	155,250		160,684		166,695		173,803		182,830	
Xmas Decorations - design , replacement	50,000									
<b>EDWS OTHER</b>										
Bin Upgrades	31,050									
Bus Shelters	15,525		16,068		16,669		17,380		18,283	
Upgrade York St/Princess Royal Drive Drains			66,416							
EDWS Other	51,750		53,561		55,565		57,934		60,943	
Public Toilet Rebuilds - Other	51,750		53,561		55,565		57,934		60,943	
Street Banners - Ovarions & storage	20,000									
<b>Subdivisions</b>										
Subdivisions	2,390,850	(2,390,850)	1,004,809	(1,004,809)	1,111,298	(1,111,298)	1,158,685	(1,158,685)	1,218,866	(1,218,866)
<b>Total</b>	4,287,665	(3,394,675)	3,345,980	(2,349,238)	3,801,583	(2,493,510)	3,723,156	(2,855,208)	2,883,029	(1,988,810)
<b>Net Minor Capital Expenditure</b>	892,990		996,742		1,308,074		867,947		894,219	

FIVE YEAR BUSINESS PLAN LOAN SUMMARY

APPENDIX 5

Programme/Purpose	Loan No.	Interest Rate	Maturity Date	Principal Outstanding 30-Jun-07	Principal Outstanding 30-Jun-08	Principal Outstanding 30-Jun-09	Principal Outstanding 30-Jun-10	Principal Outstanding 30-Jun-11	Principal Outstanding 30-Jun-12
Airport-Loan 145 Renegotia	15	6.86%	28-Jun-12	62,259	51,428	39,841	27,446	14,185	
Dive Ship	13	7.03%	28-Jun-17	309,260	287,038	263,227	237,712	210,373	181,077
Liquid Waste Project	12	7.03%	28-Jun-17	247,408	229,631	210,582	190,170	168,298	144,862
Plant Purchases 2000-2001	9	5.45%	17-Apr-11	209,385	161,182	110,316	56,640		
Plant	14	6.86%	28-Jun-12	284,318	234,856	181,942	125,336	64,781	
Plant Purchases	20	5.15%	30-May-10	209,278	143,034	73,335			
Plant - 03/04	24	6.15%	29-Jun-11	435,847	336,577	231,108	119,053		
Plant 07/08					200,000	164,914	127,510	87,636	45,127
Plant 08/09						500,000	464,914	427,510	387,636
Plant 09/10							500,000	464,914	427,510
Plant 10/11								200,000	164,914
Plant 11/12						0	0		300,000
<b>Plant Total</b>				<b>1,138,828</b>	<b>1,075,649</b>	<b>1,261,615</b>	<b>1,393,454</b>	<b>1,244,840</b>	<b>1,325,186</b>
Waste Management	19	5.44%	30-May-18	162,891	151,730	139,953	127,527	114,416	100,581
ALAC Upgrade	30	6.50%	27-Jun-27	2,530,000	2,465,579	2,396,902	2,323,688	2,246,886	2,165,093
ALAC - New		6.50%	27-Jun-28		2,250,000	2,193,624	2,133,584	2,069,641	2,001,542
<b>ALAC - Total</b>				<b>2,530,000</b>	<b>4,715,579</b>	<b>4,590,526</b>	<b>4,457,272</b>	<b>4,316,528</b>	<b>4,166,635</b>
Admin Building 1	25	5.84%	29-Apr-25	1,075,669	1,040,617	1,003,488	964,159	922,500	878,372
Computer Upgrade	8	5.45%	17-Apr-11	186,121	143,274	98,060	50,348		
Library Development	17	5.44%	30-May-18	493,510	459,695	424,014	386,367	346,644	304,730
Recreation	18	5.44%	30-May-18	165,310	153,983	142,031	129,421	116,115	102,075
Depot Construction	4	6.92%	17-Apr-09	78,740	54,258	28,052			
Roadworks	11	5.95%	17-Apr-11	70,686	54,537	37,413	19,255		
Roadworks - 03/04	23	6.62%	28-Jun-24	733,171	709,059	682,918	655,149	625,513	593,992
Asset Masterplan Capital	28	5.84%	28-Jun-25	1,896,718	1,834,911	1,769,442	1,700,093	1,626,636	1,548,826
Roadworks - Asset Upgrade	21	5.17%	27-Jun-08	1,679,000	0	0	0	0	0
Roadworks (renegotiated)	29	6.50%	27-Jun-22	3,766,167	3,611,681	3,446,991	3,271,422	3,084,255	2,884,725
Roadworks - Asset Upgrade	22	5.29%	27-Jun-10	1,500,000	1,500,000	1,500,000	0	0	0
Roadworks - Asset Upgrade-Refinance	22	6.50%	27-Jun-23		1,679,000	1,611,230	1,539,055	1,462,188	1,380,325
<b>Roadworks - Total</b>				<b>9,724,482</b>	<b>9,443,446</b>	<b>9,076,044</b>	<b>7,184,973</b>	<b>6,798,591</b>	<b>6,407,867</b>
Saleyards Const.	3	6.96%	1-Jan-20	473,057	449,535	424,372	397,453	368,656	337,850
S/S P.R.S.Club	7	6.98%	17-Apr-10	45,991	31,699	16,393			
LGSHA - Synthetic Surface	27	5.62%	28-Jun-12	94,085	77,294	59,546	40,787	20,958	
<b>Self Supporting -Total</b>				<b>140,076</b>	<b>108,993</b>	<b>75,939</b>	<b>40,786</b>	<b>20,958</b>	
<b>TOTAL BASE COUNCIL LOANS</b>				<b>16,708,871</b>	<b>18,310,597</b>	<b>17,749,693</b>	<b>15,587,088</b>	<b>14,642,103</b>	<b>13,949,235</b>
<b>SHORT TERM</b>									
Subdivisions	32	7.50%	30-Jun-09	700,000	8,000,000	8,000,000	0	0	0
<b>Subdivisions - Total</b>				<b>700,000</b>	<b>8,000,000</b>	<b>8,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
Admin Building 2A	26A	5.63%	28-Jun-08	1,500,000	0	0	0	0	0
Admin Building 2B	26B	5.68%	28-Jun-09	1,500,000	1,500,000	0	0	0	0
Admin Building 2A- renegotiate		6.50%	27-Jun-10		1,500,000	1,500,000	0	0	0
Admin Building 2B- renegotiate		6.50%	27-Jun-10			1,500,000			
<b>Admin Building Total</b>				<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL SHORT TERM</b>				<b>3,700,000</b>	<b>11,000,000</b>	<b>11,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL LOANS</b>				<b>20,408,871</b>	<b>29,310,597</b>	<b>28,749,693</b>	<b>15,587,088</b>	<b>14,642,103</b>	<b>13,949,235</b>

***Statement by the Chief Executive Officer***

The 2009-2010 Budget is my first as Chief Executive Officer (CEO) for the City of Albany. The important issue for ratepayers is answered immediately in this first paragraph. Rate increases of 9% per annum for this year and two following years are proposed. In 2009-2010 this equates to an average of \$2.00 per week or \$104 per annum above 2008-2009 average rates.

It is now important that I fully explain why the above recommendation is being made to Council and offer facts about the City's financial position. Some of the information contained in this budget will not be an easy read for many, but it is important to offer factual and not emotive commentary on the current economic conditions and historical decisions which have left this Council with difficult decisions to make. I have changed the style of this budget document from previous years to ensure that all readers have full transparency of information in simple formats. Charts and graphs are used to show historical patterns and perhaps more importantly, the forward facing direction and interventions that are taking place to address challenges. When reading the information please note that many projects have been historically commissioned by previous Councils which supported the various areas of growth in the City and strategies were implemented using annual, five and 15 Year Financial Plans.

The Budget provides a medium term framework which will support the City in building a robust, stable and integrated financial plan over the coming years, where expenditure and ways of providing services are constructively challenged and monitored to ensure that Council business is undertaken in the most effective and efficient way. The strategy recognizes and identifies the financial risks facing the Council and actively seeks to manage and mitigate them.

I will now offer a commentary on relevant areas affecting our current position and future financial positioning:

***Budget Objective***

The starting point in the formulation of the 2009-2010 Annual Budget was to recognize the challenges faced by the City:

- The global economy is in the worst recession since the Great Depression, with flow on effects throughout regional areas in Australia.
- Planned sales of surplus land to reduce debt associated with the Albany Aquatic and Leisure Centre development, the Administration building and to reduce debt generally have not eventuated.
- Investments made by the City have incurred losses due to the collapse in asset-backed security values and generally as a result of global financial circumstances.
- Previous actions to limit rate increases have produced real terms rate income that has failed to provide sufficient funding to adequately maintain infrastructure.

The over-riding objective of the 2009-2010 Annual Budget then is to create a platform from which to meet these challenges.

**Loans**

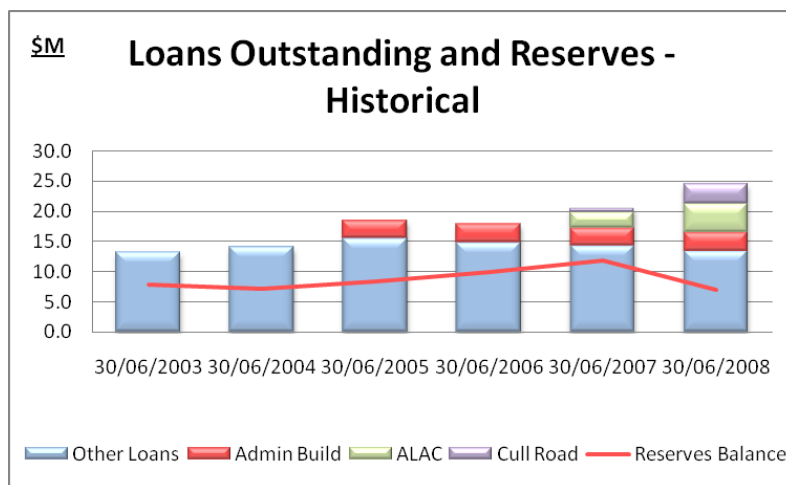
The City's most recently completed Five Year Plan incorporated a number of projects whose funding was to be sourced in part from the sale/development of Council land and also from new debt. The historically projected revenue lines were \$42,450,000 (from the 2007-2008 Financial Plan) but these are being amended (and reduced) cognizant of a realistic rate assessment. They do give you, the ratepayer, an indication of what was being used as base line financial information (see Table 1).

**Table 1**

Major Project	Revenue Source	Amount \$	5YP Expenditure \$
ALAC Redevelopment	Sale of surplus land	2,250,000	(11,600,000.00)
Entertainment Centre	Sale of surplus land	1,000,000	(2,150,000.00)
Minor Road Subdivision	Sales revenue	1,900,000	(900,000.00)
Cull Road Subdivision	Sales revenue	15,950,000	(10,965,000.00)
Yakamia Subdivision	Sales revenue	21,350,000	(13,325,000.00)
	<b>Total</b>	<b>42,450,000</b>	<b>(38,940,000.00)</b>

Reserves have been used to accommodate some of the funding shortfall. (Refer to Graph 1.) I have not reproduced the entire Council Loans Liability table in this Executive Summary, but it is clearly laid out on Page 29 to offer the reader relevant details. A combination of market factors (excess availability of vacant land in Albany and a subsequent reduction in selling prices) and the flow-on effect from the global recession has meant that the planned use of funds generated from the sale of surplus land to retire debt has not eventuated. This has resulted in a large funding shortfall and debt levels outside the parameters of what many may consider prudent fiscal management. The City's major operating benchmarks, the debt to revenue ratio and the current ratio, are not currently strong enough to underpin the future development of the City.

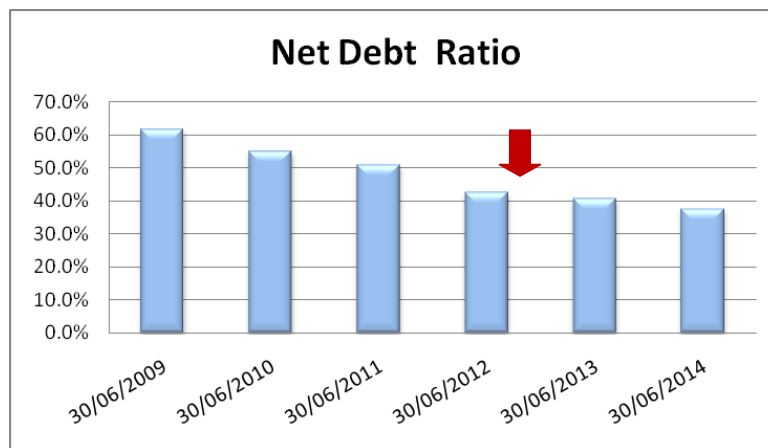
**Graph 1**



It is crucial that the City address the net debt ratio. Ideally the City's debt management plan promotes a net debt ratio of 47% which is an acknowledged position used by many companies and States. Achievement of this target will create a platform for future sustainable growth and asset management. It is estimated that 'appropriate' rate increases (which will be discussed later in this commentary) will be required as opposed to the previous strategy which projected a sustainable ability to deliver Consumer Price Index (CPI) + 1% as a rates policy. This in effect 'reduced' the revenue lines that Council could have realised during the same period (lower rates increases than neighbouring Councils) and has produced a 'double whammy', namely revenue reducing (in real terms) and expenditure rising; plus loans increasing noticeably and reserves (through investments) also substantially lowering - both trends creating a funding gap.

Please note that there is a structured and meaningful plan with appropriate cognizance of relevant risks to deliver this plan. The interventions began in January 2009 and working with Council, further loans which were planned for this financial year were not taken out. If those had been received, the City's debt ratio would have reached close to a figure of 82% - an unrealistic figure for the City, in this economic climate, to have maintained. The Gross Debt Ratio at the beginning of 2008 – 2009 was 80.3% and after interventions taken by this administration, and working with Council, the figure is now 63.1% - a year on year reduction of 17%. Working with efficiency savings and the proposed rates increase, the City can achieve the targeted debt level by 2011 – 2012. (Refer to Graph 2 below).

**Graph 2**

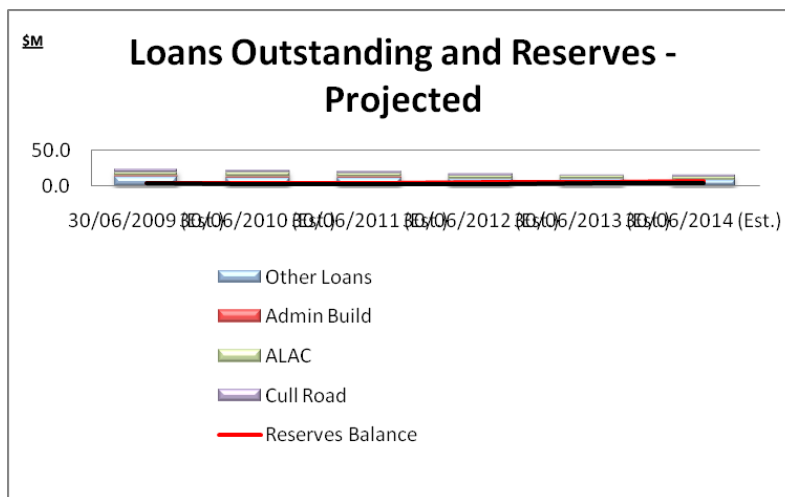


In conjunction with the City's aim to reduce the net debt ratio, reserves must be re-built. Appropriate rate increases will, in addition to achieving debt reduction targets, provide the means for increasing reserves over a period of years, but please note the detailed comments in the 'Reserves' section. Projected outcomes for debt reduction and reserves increases are illustrated in Graph 3. The graph shows the path to easing the inescapable burdens that have been built in recent years, as opposed to re-financing the entire debt. The City has explored all options and the existing loans have penalty (exit and release) clauses that make re-financing unattractive.



It must be noted that Graph 3 shows the path to ‘correcting’ the currently high ratio which has been built over the preceding five to eight years. ***Please also note that, even with a 9% rate increase, it will be necessary to re-finance \$4.8 million of existing loans which fall due for payment in 2009-2010. An approximate 24% rate increase over and above the 9% increase (i.e. 33%) would have been necessary to repay these loans when they became due. I do not believe that a rate increase of such proportions is acceptable to ratepayers and recent interventions to reduce the debt ratio considerably (by 17% this financial year) means the financial modelling being adopted does not require the imposition of such a high rate increase.***

Graph 3



Please note the historical increasing trend in Graph 1 has now been positively addressed resulting in the forward facing decreasing trend in Graph 3. Debt is actually a requirement of growth in many businesses, and its management and appropriate risk assessments are now receiving appropriate attention which is key to the forward facing financial strategies and plans being proposed to Council.

**Reserves**

Reserve balances declined markedly in 2007 - 2008 as illustrated in Graph 1. The decline was principally due to the increased cost of the ALAC development which was planned to be funded from land sales. As the sales did not eventuate, reserve funds were used.

At 30th June 2009, the City had a reserve account cash backing insufficiency due to losses from Lehman investments. Subject to Auditor approval, it is proposed to change the purpose of certain reserves and apply the amounts to the Lehman losses, bringing reserves back to cash backing status. In simple terms we have removed amounts that would otherwise have been available for normal budget lines and applied them against the losses resulting from Lehman investments. The Local Government Act allows changes of purpose for reserves either at budget time or with due notice to

ratepayers. For transparency, the City is highlighting that the Lehman losses shortfall cannot be practically made good at this time and probity requires us to remove the reserves.

The following table lists potential reserves to be designated for change of purpose and applied to investment losses (see Table 2).

**Table 2**

**Reserves Summary – Proposed Change of Purpose**

	\$
ALAC-Future Development	87,289
Albany Classic Barriers	15,843
Amity Improvements	17,752
Car Parking	236,554
Council Publications	8,916
Long Service Leave	287,144
Lost and Damaged Stock	12,031
Masterplan Funding Reserve	107,780
Parks Development	66,544
Property Acquisition/Traffic Management	350,960
Road Works	620,331
SBS Equipment	4,618
Software Enhancement	54,004
Town Jetty Restoration	80,609
Tyre Disposal	23,285
VAC Reserve	13,566
	<b>1,987,226</b>

The change of purpose of reserves is not good news to report in this instance because of the rationale for making this recommendation. However, I am aware of the negative commentary it has caused and I believe this is a prudent change for Council to adopt.

***Proposed Rate Increases***

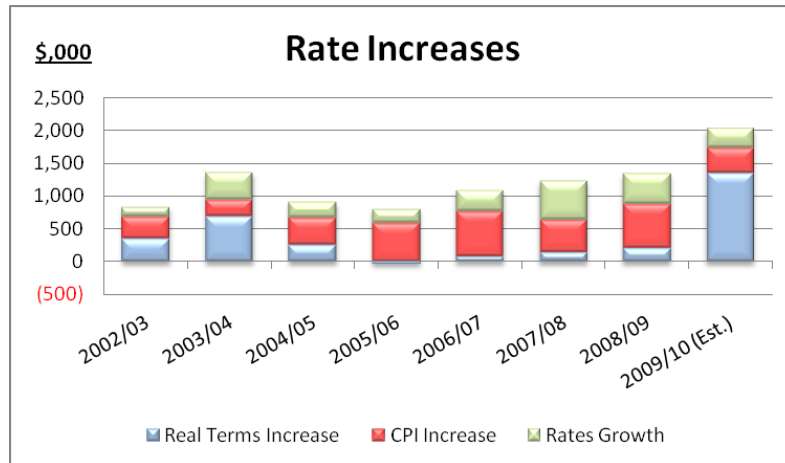
The total year on year increase in rates revenue can be broken down into:

- the amount derived from applying the agreed percentage increase, and
- the amount generated from growth in the number of rateable properties.

Part of any percentage increase is taken up by CPI increases in the cost of providing services. The remaining part is the ‘real terms’ increase, i.e. the amount available to provide increased service and/or improved and new infrastructure.

Graph 4 demonstrates that the City of Albany has achieved only marginal rates growth in real terms since 2005/06 (when the ‘growth’ was marginally negative).

**Graph 4**



As stated in my first paragraph rate increases of 9% per annum for this year and two following years are proposed. In 2009-2010 this equates to an average of \$2.00 per week or \$104 per annum above 2008-2009 average rates. In a sample of twelve Great Southern councils, Albany's average rates were the fourth lowest in 2007/08. The proposed increase would take Albany's average rate to the mid-point of that same sample. (Average rates were calculated by dividing the rates revenue by the total number of rateable properties).

**Risks**

While Australia is in a better economic position than many countries, the global downturn must be recognized as a risk. Unemployment, the availability of investment capital for the private sector and the viability of small businesses have the potential to impact the general and business communities. The impact on the City in 2009-2010 may include reduced income from fees, charges and rates (resulting from lower than anticipated development).

The Albany Airport, currently a revenue generator, could require a significant subsidy to continue operations should the regular passenger service cease to operate. The economic environment may impact upon the long term viability of the Skywest Perth-Albany route and consequently impact on the City funds. It is recognized by the City that this immediate risk has been mitigated by the recent ministerial announcement concerning not de-regulating the airport routes (and Skywest provider). However, as this decision is only valid for one year, it is still pertinent to include the risk within this commentary.

The ongoing operating and repair/maintenance cost of the Albany Entertainment Centre should be recognized as a potential risk factor. Estimates of the operating costs have been prepared, including a contingency. However, until the Centre has been in full operation for several years, costs will be difficult to accurately forecast. It is assumed that the State Government will hand over a fully

functional building. No allowance has been made for additional capital expenditure if required to make the site operational.

The in-house development of land at Cull Road is now stopped at Stage 1A of the original plan. The plan had two stages and Stage 1 was split into 1A and 1B. From a fresh review recently conducted and presented to Council, it is impractical to actively pursue the development through its planned stages at this time due to the economic downturn. The monies invested to date in the development will not be compounded by further loans of \$3.6 million which had been planned for 2008 – 2009. The City, from Council resolution, is currently looking at all options for the development of the project.

#### ***Opportunities***

Difficult times frequently present opportunities. The City has commenced the process of identifying and implementing initiatives to streamline business processes and generate cost efficiencies. Currently over 200 efficiency ideas are being implemented across all business areas of the City, although it should be noted that there will be a point at which savings can only be achieved by service reduction.

In addition, the City will pursue opportunities for shared resources and other initiatives to improve administrative efficiency across the Great Southern Region. Management is in the process of establishing an effective business planning and budgetary framework for the control of the City's resources to deliver value for money and reduce the debt ratio.

#### ***Conclusion***

The Annual Budget 2009-2010 (incorporating the proposed rate increase) is a balanced budget. To achieve a balanced budget, even with the proposed rate increase, capital expenditure in some areas is reduced to levels considered to be inadequate to achieve long term community value from the City's assets.

Cash savings of approximately \$2.2m in 2008-2009 have allowed the debt reduction plan to commence through the previously un-forecasted repayment of a \$1.5m loan with the remainder used on cost overruns for the Peace Park. Strategies to monitor identified areas for further operational savings and efficiencies are in the process of being implemented. In difficult times I am looking to wider funding streams (State and Federal) to ensure that the City revenue is supplemented wherever possible by external monies.

No increase in rates is ever welcome but the figure accurately reflects the requirement based on current issues. I am hopeful that as with all trends or cycles future years will return better economic conditions and at that time the City will be able to realise its projected yields from developments and lower the burden on ratepayers.

Service and budget planning has been very challenging this year. The global credit crunch has led to a serious downturn in the Australian economy. In recent months, the government and federal ministers have acted on interest rates, tax policy and other public spending, but it remains difficult to predict the likely length and depth of the recession. This makes accurate target setting and

financial planning more difficult to achieve, whether that be in government, business or as householders.

The Council is not immune from this economic turbulence as much of its spending is financed from income in fees and charges generated from its' own services, along with obviously rates. I ask that all individuals, community and sporting groups consider the information in this budget document as we must work together and prioritise future projects in a realistic fashion.

It is recognized that the economic situation remains volatile, and Council will use its Quarterly Budget Management Reports to closely monitor the impact on the Council's services and consider any remedial actions required to ensure the Budget will be delivered at year end. Staff will be working with Council to deliver any and all efficiencies to reduce the burden on ratepayers.

By perusing this document, Council and ratepayers will be sufficiently informed of the proposed activities to be able to make a judgment on each of the projects to be undertaken and to move to formal presentation for adoption by Council. The financial projections are based on expected activities in the future, which may alter over time. However, to ensure the strong financial position, Council and ratepayers are reminded that to increase expenditure in any area without a corresponding expenditure decrease or increase in income, would severely impact Council's future financial position. Despite the issues highlighted in this Summary, the Council's financial position, although always challenging, is much improved from the projected figures that were present at December 2008.

**Paul Richards**

**Chief Executive Officer**

### **Question List Seeking Councillor Instruction**

The following financial questions are posed in an effort to derive clarity on the required future direction:

#### **Monthly Council Reporting**

- Q: What additional financial reports are required to be reported to Council each month?
- Q: Does the application of the current percentage for reporting material variances (10%) provide adequate information to Council? \*
- Q: Is the variance commentary adequate?
- Q: If not, what is the depth of information required?

#### **Internal Cost Management Reporting**

- Q: What is the optimum reporting structure for internal Cost Management Reporting?
- Q: Should support service costs be allocated to Service Delivery units?
- Q: Should depreciation be allocated to units which utilise assets?
- Q: What benefits can the City derive from treating business units as profit centres?#
- Q: How should financial performance be measured?

#### **Budget 2010-11**

- Q: What additional information, if any, is required in the published Budget document?
- Q: What are the key areas of focus in the 2010-11 budget build?
- Q: Should the City create a building reserve to provide for the maintenance, repair and refurbishment of its Buildings?
- Q: Should we aim for depreciation to be cash backed?
- Q: Should we take advantage of every revenue generating opportunity?

#### **General**

- Q: What suggestions do you have for cost efficiency (minimising costs, maximising revenues)?
- Q: What suggestions do you have for process/business improvement?

*\*Local Government (Financial Management) Regulations 1996 regulation 34(5) - Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

# From Wikipedia

A profit centre is a part of a corporation that directly add to its profit.

A profit center manager is held accountable for both revenues, and costs (expenses), and therefore, profits. What this means in terms of managerial responsibilities is that the manager has to drive the sales revenue generating activities which leads to cash inflows and at the same time control the cost (cash outflows) causing activities. This makes the profit center management more challenging than cost centre management. Profit center management is equivalent to running an **independent business** because a profit center business unit or department is treated as a distinct entity enabling revenues and expenses to be determined and its profitability to be measured.

Business organizations may be organized in terms of profit centers where the profit center's revenues and expenses are held separate from the main company's in order to determine their profitability. Usually different profit centers are separated for accounting purposes so that the management can follow how much profit each center makes and compare their relative efficiency and profit. Examples of typical profit centers are a store, a sales organization and a consulting organization whose profitability can be measured.



Albany Chamber of Commerce & Industry Inc.



City of Albany Records  
Doc No: IAE1097883  
File: MAN274  
Date: 12 FEB 2010  
Officer: MAYOR1,CEO1  
Attach:

11<sup>th</sup> February 2010

Milton Evans  
Mayor  
City of Albany  
PO Box 484  
Albany WA 6330

Dear Milton

**RE: Albany Entertainment Centre**

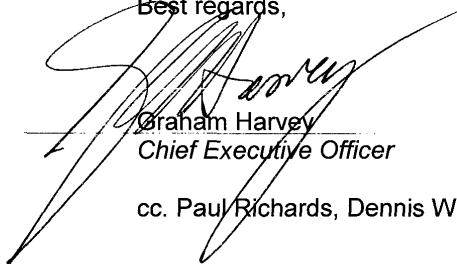
On behalf of the Albany Chamber of Commerce and Industry (ACCI), I wish to offer the assistance and resources of ACCI in regard to finding solutions to substantially reduce the projected operating deficit of the new Albany Entertainment Centre.

Both ACCI management and members of the Executive Committee have extensive experience across a wide range of disciplines including entertainment centre design and construction, café and restaurant operations and management, plus conference and convention events management and marketing.

We would be happy to participate in any professionally conducted stakeholder forum to develop practical solutions to address and reduce the financial impost that the AEC is predicted to place on the ratepayers of Albany.

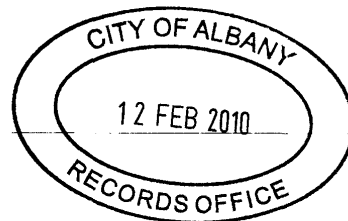
Please contact me on either 9842 2577, 0403 262 988, or [ceo@albanycci.com.au](mailto:ceo@albanycci.com.au) if you wish to pursue this offer of assistance.

Best regards,



Graham Harvey  
Chief Executive Officer

cc. Paul Richards, Dennis Wellington



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W [www.albanydirectory.com.au](http://www.albanydirectory.com.au)

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**CITY OF ALBANY**  
**ALBANY TOURISM MARKETING ADVISORY COMMITTEE**

STR208 AM8010862

**MINUTES**

For the meeting held at 4:00pm on Wednesday the 3<sup>rd</sup> March 2010 in the Civic Rooms.

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**THE CHAIR DECLARED THE MEETING OPEN AT 4:00pm**

**1. ATTENDANCES:**

D Wellington	Frederickstown Ward Councillor	Chairperson
R Harris	Tourism Representative	
G Harvey	Business Representative	
S Lyas	Business Representative	
M Weller	Executive Manager, Corporate Services	
M Dayman	Coordinator Events and Tourism	
C Young	Events Assistant (Minutes)	

**2. APOLOGIES**

M Evans	Mayor
P Richards	Chief Executive Officer
P Madigan	Executive Director, Corporate and Community Services
G Clarke	Tourism Representative
D Schober	Executive Manager, Community Services

**3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**RECOMMENDATION**

**THAT the minutes of the Albany Tourism Marketing Advisory Committee meeting held on Thursday the 26<sup>th</sup> November 2009 be CONFIRMED as true and accurate.**

**MOVED M WELLER  
SECONDED D WELLINGTON**

**CARRIED 7-0**

**4. DISCLOSURE OF INTEREST**

Nil

**5. ITEMS FOR DISCUSSION**

**5.1 2010 WINTER CAMPAIGN MARKETING ACTIVITY**

The Coordinator Events and Tourism provided an overview of previous marketing campaigns and current promotional options for the committee's perusal.

The committee discussed and the chair provided clarification in relation to the strategic vision and purpose of the campaign.

The committee gave feedback to staff in relation to demographics, target markets and other items which will be utilised for the detail of the winter campaign and will also be discussed during review of the City's tourism marketing strategy.

It was discussed that there is a level of urgency in relation to initiation of the Albany traveller magazine due to timelines for Tendering and initiation.

**RECOMMENDATION**

**THAT the committee approve the spending on the Albany Traveller magazine so staff can commence this immediately.**

**MOVED D WELLINGTON  
SECONDED R HARRIS**

**CARRIED 7-0**

**5.2 2011 PERTH ROYAL SHOW GUEST TOWN PROPOSAL**

In late 2008, City staff responded to a call for expressions of interest from regional communities to be 'Guest Town' at the 2010 or 2011 Perth Royal Show. The Royal Agricultural Society has advised that Northam will be Guest Town for 2010 and the City of Albany has been selected for 2011. The Society are seeking confirmation by the end of June of the City's commitment.

The benefits were discussed as well as a concern about committing to an unspecified amount without external funding being secured. Also as commitment to a large expenditure prior to full consideration and adoption of the Tourism Marketing Strategy may preclude other options.

The committee discussed the potential order of magnitude of the cost involved as well as opportunities for use of volunteers and donation of displays.

It was also discussed that the location of the display would be crucial to ensuring the desired exposure.

**RECOMMENDATION**

**THAT the expenditure, income, potential exposure, risks and stall location be investigated and the results brought back to next meeting for consideration.**

**MOVED D WELLINGTON  
SECONDED R HARRIS**

**CARRIED 7-0**

**6.0 OTHER ITEMS TO BE DISCUSSED**

**6.1 Resignation of Ian Wheeler from ATMAC Committee**

**RECOMMENDATION**

**THAT staff write to Skywest and seek that the new commercial manager or an appropriate equivalent undertakes the position previously held by Ian Wheeler on the ATMAC.**

**MOVED D WELLINGTON  
SECONDED G HARVEY**

**CARRIED 7-0**

**7. ITEMS TO BE DISCUSSED AT NEXT COMMITTEE MEETING**

7.1 The committee raised the following issues which staff will investigate and report back at the next meeting

- A schedule of airfare process table by Graeme Harvey
- Development of Princess Royal Forts – (availability of tour guides – response to customer enquiry)
- Availability and allocation of Skywest resident fares (response to customer enquiry)
- City & ATMAC involvement in the Taste Great Southern (Concern was raised that there is currently no representative from Albany)
- Customer enquiry in relation parking provisions/ regulations on Marine Drive while cruise ships are entering and exiting the port

**8. DATE OF NEXT MEETING**

4pm Wednesday 7<sup>th</sup> April 2010  
5-7pm Tourism Marketing Strategy Workshop

**9. CLOSURE OF MEETING**

Meeting closed at 5.00pm



## Council Management Plan

# **Middleton Beach**

**(Including Emu Point Foreshore)**

**FINAL DRAFT**

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Revision Status

<u>Revision No.</u>	<u>Status</u>	<u>Distribution</u>	<u>Issue Date</u>	<u>Comment</u>
01	Draft	Presented to Council for advertising	15/09/09	Draft approved for public comment
02	Draft	Advertised for public comment	15/09/09-30/10/09	Draft approved for public comment
03	Final	Presented to Council for adoption	16/03/10	

FINAL DRAFT

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## **PART 1: EXECUTIVE SUMMARY**

### **1.1 Introduction**

This management plan outlines the background and issues relevant to the Middleton Beach and Emu Point Reserves and provides a framework for the future management, in particular, the sustainability and environmental protection of the area. The actions identified by this plan can be summarized as follows;

- Protect and enhance the nature conservation values of the Reserves
- Maintain existing recreational uses of the foreshore
- To enhance the ecological value of the Reserve (and vegetation corridor value)
- Recognise and protect heritage value
- Retain the value of the area as Albany's Premier Tourist destination

It must be noted that this plan is an environmental management plan and the City of Albany acknowledges that there are many larger issues such as the sea wall and groynes, the loss of seagrass and planning elements that are outside the scope of this document. Each of these issues requires specialist advice that will be dealt with through other technical reports.

### **1.2 Financial Summary**

Funding for the implementation of this plan is principally provided through the City of Albany annual operational budgets although there are a number of external funding opportunities that may be used for one off individual projects. These opportunities include Coastwest Grants, Lotteries West, Caring For Our Country Grant Programmes, Royalties for Regions and South Coast Natural Resource Management Grants. These funding opportunities are subject to evaluation from various Western Australian Government Bodies.

### **1.3 Strategic Context**

The City's Strategic Plan 'Albany Insight – Beyond 2020' sets out the vision for Albany to 2025. The City plans to sustainably manage its Reserve network to achieve the following strategic objectives;

#### *Item 1 – Lifestyle & Environment*

*Albany will be western Australia's regional City of first choice offering a diverse range of healthy and active lifestyle opportunities, with energy efficient housing and development that respects our environment.*

#### *Albany will be a City where...*

- *Recreational facilities provide a diverse range of sporting and exercise opportunities*

#### *Development...*

- *Responds to our unique historical and environmental values;*
- *Incorporates healthy lifestyle activities and access to green space.*

- *The long term problems of climate change ... have been recognised and responded to.*

*Item 4 – Governance*

*The City of Albany will be an industry leader in good governance and service delivery.*

- *Manage our municipal assets to ensure they are capable of supporting our growing community*

To ensure this objective, the Reserves network must be maintained in an environmentally sensitive and sustainable manner to ensure that;

- The City delivers an excellent community asset
- The City provides an area for healthy living
- The City protects areas with biodiversity value

There are many State and Federal legislative requirements that the City of Albany must take into consideration as a part of this management plan and its recommended actions. The legislation particularly relevant to this plan includes:

- Aboriginal Heritage Act, 1972
- Agriculture and Related Resources Protection Act, 1976
- Commonwealth Environment Protection and Biodiversity Conservation Act, 1999
- Fisheries Management Act, 1991
- Land Administration Act, 1997
- Wildlife Conservation Act, 1950

#### 1.4 Acknowledgements

The following groups and individuals have played important roles in the development and production of the Middleton Beach Management Plan. It is also recognised that this plan has been partly funded by a Coastwest funding grant.

Key Stakeholders	Role
Western Australian Planning Commission – Coastal Management Plan Assistance Program (CMPAP)	Provided part funding for the development of the plan
Council – City of Albany	To set vision and approve budgets
Asset Management and City Services Policy and Strategy Committee	Review details of plan, provide community feedback and provide guidance
Department of Environment and Conservation	Custodian of Crown Land Reserves
City of Albany – Bushcare Team	Provide environmental input/comment
City of Albany – Reserves Officers	Create plan and monitor performance
Frederickstown Progress Association	An active community group that provided guidance and feedback
Middleton Beach Group	An active community group that provided guidance and feedback
Friends of Emu Point	An active community group that provided



	guidance and feedback
General Public	Providing submissions on the draft document

FINAL DRAFT

## **PART 2: BACKGROUND**

### **2.1 Purpose of the Middleton Beach Management Plan**

This management plan covers the premier foreshore areas from Ellen Cove continuing East along Middleton Beach and Emu Point to the Boat Harbour at the end of Swarbrick Street. This document has been prepared as a result of the need to manage Albany's premier foreshore areas in a more strategic and coordinated manner. The aim of strategic management plans is to provide guidelines to ensure that any development and recreational uses are managed in ways that are ecologically sustainable and protect our environmental heritage for future generations.

Some impacts in foreshore areas can include vegetation loss, weed invasion and in particular, erosion. Remnant vegetation in the foreshore contains flora of regional importance and should be protected.

The City recognises that the management goals recommended within the management plan will not suit all interested parties. However, the City has a duty of care to both the environment and the public users of the foreshore reserve.

### **2.2 Location and Tenure**

Middleton Beach and Emu Point are the City of Albany's premier beach locations and are located a short 3.5 km and 5 km drive east of the centre of Albany, accessible via Middleton Beach Road and Emu Point Drive (sealed) as shown in Figure 1.

This Management Plan covers the foreshore areas from Ellen Cove, continuing east long Middleton Beach and Emu Point to the boat marina at the end of Swarbrick Street.

For the purpose of this management plan, there are a total of eight 'c' class reserves vested with the City of Albany that have potential to impact on the foreshore areas. All Reserves are defined in Table 1 and Figure 1.

Land to the north and northwest of Middleton Beach is bounded by a mixture of Crown reserves vested 'parklands and recreation'. In particular, Lake Seppings is a natural 'water table lake'. Land to the northeast is a mixture of reserves vested 'protection of Boronia, recreation and marine purposes' as well as a caravan park and private housing. The Southern end of the foreshore reserve is bounded by Mount Adelaide.

**Table 1: Details of Reserves at Middleton Beach**

RESERVE NUMBER	RESERVE PURPOSE	AREA (HECTARES)	MANAGEMENT AUTHORITY
14789	Recreation	30.1	City of Albany
22698	Business Areas / Recreation	27.2	City of Albany
26149	Recreation	2.8	City of Albany
27629	Recreation / Golf Links	70.25	City of Albany
36319	Pedestrian Access Way	0.11	City of Albany
36320	Camping / Caravan Park	2.3	City of Albany
41267	Community Purpose	1.69	City of Albany
44750	Public Access way	0.042	City of Albany

## 2.3 Physical Environment

### 2.3.1 Climate

Middleton Beach and Emu Point experiences mild summers and cool wet winters with an average minimum temperature of 8.1 degrees Centigrade typically in July and an average maximum temperature of 22.9 degrees Centigrade in February. The average annual rainfall is 923 mm with the majority falling between May and August (Australian Government Bureau of Meteorology, 2008).

### 2.3.2 Landforms, Geology and Soils

Middleton Beach is a long, flat, sandy beach between a rocky headland to the west and Oyster Harbour inlet to the east. The beach is an area of low lying (<5 mAHD) dunes and intervening swales consisting of pale brown calcareous sands (AGC Woodward-Clyde, 1991). Except for areas of isolated disturbance, the dunes are vegetated with stable, mature and permanent coastal plant species. Topography of the area is shown in Figure 2.

The acid sulphate soil risk maps published by the Western Australian Planning Commission in conjunction with the Department of Environment and Conservation (DEC) indicate that the site is located within an area defined as 'low to no risk of actual and potential acid sulphate soils occurring at depths of generally greater than 3m'.

### 2.3.3 Native Vegetation

Middleton Beach dunes form an important link in the coastal vegetation corridor, effectively linking the bushland of Mount Clarence and Mount Adelaide near Princess Royal Harbour to the vegetation surrounding Oyster Harbour. The coastal corridor link across the south coast of Western Australia (from Walpole East across the region to the South Australian border) is the strongest east-west almost unbroken vegetation link in southern Australia and has national and international significance (Department of Conservation and Land Management, 2003). Therefore, this foreshore vegetation is significant on a regional scale and should be conserved.

The Albany Regional Vegetation survey project aims to formally classify all vegetation communities within the Albany area and determine the degree of representativeness of different vegetation communities, but unfortunately was not available at the time of this plan preparation. The results, when available, will be reviewed by the City and incorporated into any future management actions.

#### **2.3.4 Native Fauna**

Information on native fauna often gives a valuable snapshot of the health and vitality of a reserve. Unfortunately, the fauna of the coastal reserve is generally not well studied with no specific studies of the area available at the time of this plan preparation.

As a part of an earlier study of an adjacent area by Ellen Hickman (2005) opportunistic sightings of Bandicoots (*Isodon obesulus*), Motorbike Frogs (*Litoria moorei*), Tiger Snakes and Bobtails (*Tiliqua rugosa*) were recorded. Due to the similar nature in vegetation associations and the fact that they are linked, it is likely that these species also reside in the Middleton Beach foreshore vegetation area.

Due to the good nature of the coastal peppermint thickets, it is likely that the Western Ringtail Possum (*Pseudocheirus occidentalis*) is a potential inhabitant of the area. The Western Ringtail Possum is a gazetted rare species and in need of special protection under the provisions of the Wildlife Conservation Act 1950. **It is also a trigger species under the Commonwealth Environment Protection and Biodiversity Conservation Act (1999), where it is listed as vulnerable.** Due to habitat destruction, this species is now restricted to the southwest of WA, in particular small parts of jarrah forest and coastal forests and woodlands, so any remaining populations are very important to retain.

**Whilst Lake Seppings is out of the scope of this plan it is worth noting that there is a known population of the Western Long-Necked Turtle (*Chelodina oblonga*) that resides within the Lake. A study by Veld (2007) provides evidence that the species nest on the fringes of the Albany Golf Course. It is therefore important to acknowledge the turtles and how any future management decisions may impact on the species.**

## **2.4 Human Activities**

### **2.4.1 Aboriginal History**

This management plan area is considered to be part of the Menang country which incorporates Albany and surrounding districts.

Details of Aboriginal history prior to European settlement are unclear and anecdotal. As a part of the Kinjarling report (Brad Goode, 2005), Ms Knapp reported that the area all the way from North Road to Emu Point through to Middleton Beach encompassing Lake Seppings, North West to Mt Melville was a traditional camping ground for Noongar people. In his journals, D'Urville in 1826 described 12 permanent huts located approximately 800 metres inland from Middleton Beach that appeared to be the dwellings of the tribes that lived along the coast during the warmer months. Coastline

areas were preferred locations for camps in the warmer summer months, where Noongar could fish, trade etc and then move further inland during the winter months to hunt for Kangaroos and other sources of food.

Burials in other regions of the Southwest of WA are often found in the soft sands of the dunes along the coast (Corsini, 2003), so predictably, burials may have occurred within the Middleton Beach area. Unfortunately, a lack of data for the Albany region makes this prediction only speculative (Goode, 2005). As coastal sand dunes are extremely mobile and vulnerable to natural processes such as erosion and inundation, it is likely that any archaeological assemblages have constantly undergone a process of concealment and exposure and there is likely to be very little evidence left. However, liaison with the Department of Indigenous Affairs (DIA) and the local Aboriginal community will be required if any works are proposed to be carried out in the Middleton Beach foreshore area as it is an offence to disturb or conceal an Aboriginal site.

Places associated with or significant to Aboriginal people are classified as sites and are protected under the Aboriginal Heritage Act (1972). This protection applies to all sites, regardless of whether or not they have been officially listed in the DIA Register of Aboriginal Sites. It is possible that sites may exist that have not yet been entered on the Aboriginal Sites Register.

#### **2.4.2 European History**

Middleton Beach itself was named after Captain Middleton, who landed here in 1834. It was a popular alternative port at the time, as some of the boats were too large to use the main port of Princess Royal Harbour.

Ellen Cove and Middleton Beach have been an important recreational focal point of Albany since colonial settlement. The Jetty at Ellen Cove was originally built in 1899 but due to fire and sea storms has had to have been rebuilt several times since (Heritage TODAY, 2001). The dunes of Middleton Bay, in the proximity of the existing caravan park, were purported to be popular for camping since very early times. The impact of this unmanaged camping is most likely the original cause of natural coastal vegetation loss in the area.

The Esplanade Hotel, built in 1896, and licensed in 1898 added to the attractions for tourists to the area. In the same year, construction of Marine Drive was completed and became renowned as one of the most beautiful tourist drives in Australia, a reputation it still retains for its superb views across King George Sound. In the same year the nine hole Albany Links Golf Course was established. The course was later extended to 18 holes in 1963 to ensure it remained a competitive course. Being one of the last true 'links' course in the state, it is now registered on the interim state register of heritage places.

In the early twentieth century bathing boxes were built on Middleton Beach for the comfort of beachgoers. At the same time many holiday houses were built in the area by wealthy Perth businessmen as the perfect place to holiday in the summer months. This attraction as a premier tourist spot has continued till present day.

## **2.5 Recreational Uses and Facilities**

### **2.5.1 Recreational Uses**

The close proximity to Albany and the spectacular beauty of the coastline makes Middleton Beach and Emu Point foreshore extremely popular for use by local residents, as well as tourists. It is an integral part of the central coastal recreation and tourism precinct of Albany and provides many economic and social benefits to the community. The Albany Surf Life Saving Club provides a service to beachgoers from December to April and also provides important water based recreational outlet for members year round. The beach is a popular area for sightseeing, whale watching (in Winter), family outings, picnics, swimming, beach volleyball, surfing and walking. Many schools also use the beach and foreshore areas for educational visits throughout the year. There are lovely grassed areas at both Emu Point and Middleton Beach for family picnics with the area supported by retail food outlets. The Albany Links Golf Course is well patronised by both tourists and locals and has a superb outlook over King George Sound. Tourism is a major part of Albany and the peak seasons are Christmas, Easter and school holidays. There are many Caravan and Holiday Parks situated near the foreshore. Figures 3 and 4 show the two recreation nodes in greater detail.

### **2.5.2 Animal Exercise Areas**

There is a specific, gazetted animal exercise area between Surfers Beach and just north of Griffith Street. Within this area, dogs are allowed to be exercised at all times off the lead and the training/swimming of all horses is acceptable at designated times. Figure 5 shows the animal exercise areas.

### **2.5.3 Walking**

A dual use pathway runs the length of Middleton Beach from Surfers Beach to Emu Point. This pathway is part of a larger path system that allows walkers/bikers to traverse from the Albany Port area through to Emu Point on a fully bituminised dual use pathway which is also suitable for wheelchair access. A number of seats and lookouts are located along the pathway and are a good place to spot whales and lookout onto King George Sound as well as interpretation signage of the area. **There are many minor access tracks through the sand dunes along this pathway that allow for people to access the beach, with major access points at Surfers Beach, Dillon St, Griffith St and Medcalf Parade.**

### **2.5.4 Recreational Fishing**

The area is also popular for recreational fishing, offering both beach and jetty fishing experiences. Recreational fishing is regulated under the Fisheries Management Act (1991), which is administered by the Department of Fisheries.

## **2.6 Environmentally Sensitive Areas**

### **2.6.1 *Phytophthora* Dieback**

Commonly referred to as dieback disease, *Phytophthora cinnamomi*, is an introduced soil borne pathogen that has the potential to kill about one third of the flora in the South West of Western Australia. The impact of *P cinnamomi*, on the native vegetation varies according to the species present, but the disease is known to attack at least 1000 plant species from many different families. Locally native species that are most commonly affected belong to four families; Proteaceae, Epacridaceae, Papilionaceae and Myrtaceae.

In 2008, a visual study of dieback within the foreshore reserve was conducted by Simon Watkins (*pers comm*). This study revealed that the area had most likely been infected with dieback for a substantial period of time already due to the lack of healthy susceptible vegetation within the reserve and the level of unrestricted movement throughout the reserve.

#### **2.6.2 Declared Rare Flora**

A search on the DEC Declared Rare Flora Database revealed one known Priority One flora, *Austrofestuca littoralis*. This particular tufted grass only grows on littoral sand and foredunes in limited areas along the South Coast. As this colony is one of only a few populations known in the South West and is considered under threat, an effort must be made to conserve and protect it.

A previous study by Ellen Hickman in 2005 located various pockets of the threatened flora, *Adenanthos cunninghamii* within the study area. This species is also limited to coastal dunes and is a Priority Four species. It was found in a Peppermint thicket which runs along the beach behind the dunes. A Priority Three threatened flora, *Andersonia auriculata*, was also located within the study area and similarly survives in sandy areas.

#### **2.7 Community Involvement**

The role of the community is an integral component to maintaining important reserves within the City. There is a small volunteer group of Bushcarers who work closely with the City of Albany's Bushcare Assistants and have been responsible for weeding along the dual use pathway and local reserves over a number of years. There is also the Frederickstown Progress Association, The Middleton Beach Group and the Friends of Emu Point who do valuable work in maintaining and improving the local area.

### **PART 3: MANAGEMENT ISSUES AND ACTIONS**

A number of management issues have been identified at Middleton Beach

#### **3.1 Tenure and Purpose of Reserves**

With the recent demolition of some Department of Planning and Infrastructure (DPI) houses along the foreshore at Emu Point there is now a need to incorporate these lots into the surrounding foreshore reserve with the vesting to the City of Albany so that the lots can be cleaned up and rehabilitated.

There is a development proposal for the Western end of the golf course that will include holiday apartments. Any exclusions or changes of reserve boundaries will be dealt with as a part of the larger development proposal.

**Action:**

- **Incorporate Lots 980, 981, 983 and 984 into foreshore reserve R22698 with the purpose of Recreation & Associated Businesses**

### **3.2 Protection of Aboriginal Heritage Sites**

Many of the City's reserves are culturally important to the Noongar people because these areas are generally the least disturbed in the landscape. It is inappropriate for specific site information to be presented within this management plan, but all care will be taken to protect registered sites. All registered heritage sites throughout the City of Albany are protected under the Aboriginal Heritage Act 1972. The City of Albany has particular responsibilities under this Act as land managers and will refer to the Noongar community as necessary when undertaking management works.

Complementary to this, the City of Albany Aboriginal Accord (City of Albany, 2006) has identified joint-naming of reserves as a specific strategy to improve recognition of the traditional and cultural links that Aboriginal people have with the land and to ensure that those links continue. One element of this is the development of the Kinjarling stories project undertaken by Albany Maritime Foundation and the Department of Indigenous Affairs. This project aims to complete a strategic plan that will assist in implementing Aboriginal and European cultural interpretive pathways along the shores of Oyster and Princess Royal harbours and King George sound.

**Action:**

- **Prior to any new development being constructed, the Department of Indigenous Affairs will be consulted**

**Action:**

- **Cross-reference all on-ground management activities in the foreshore reserves with the Department of Indigenous Affairs Aboriginal Heritage Sites GIS database and if necessary ensure a Noongar representative is present during the works**

**Action:**

- **Support the recognition of the Kinjarling trail and associated Aboriginal cultural signage through the foreshore reserves**

### **3.3 Animal Exercise Area**

There is an extensive area along the foreshore of Middleton Beach where dogs and horses are able to be freely exercised. No significant damage is caused to the beach by this process, although horse manure may contribute to the introduction of weeds into the area and dog manure left on the beaches can become a nuisance to the general public.



Therefore, these issues need to be managed appropriately. Currently the City Rangers provide 'doggy bags' at Surfers Beach and multiple bins for appropriate disposal of waste. Due to various cases of vandalism that result in all the 'doggy bags' being removed, the City does encourage people to bring their own bags when walking their dogs.

The access way for horses from Griffith Street to the foreshore is shared with pedestrians as a part of a bituminised access point from the dual use pathway. This can be a potentially dangerous situation for pedestrians sharing the pathway if confronted with a horse coming the other way. For this reason the City will encourage swimmers to enter the beach from the access path at the very eastern end of Griffiths street, whilst horses continue to use the western entrance, where there is adequate parking for trailers.

**Action:**

- **Funding to be maintained to allow the City Rangers to continue to monitor the affect of animals on the beach**

**Action:**

- **Funding to be maintained to allow the City Rangers to continue to patrol animal excrement and enforce any violations**

**Action:**

- **Maintain signage regarding appropriate animal exercising in area**

**Action:**

- **Continue to provide 'doggy doo' bags and disposal points along the beach**

### **3.4 Facilities**

There are many recreational users of the foreshore area with this pressure increasing significantly during school holidays and weekends. Many of the recreation pastimes undertaken in the area are of a passive nature and therefore require limited facilities.

There are three main recreational nodes, being the foreshores at Middleton Beach and Ellen Cove, Surfers Beach area and Emu Point foreshore area. These three areas are where many of the existing facilities are provided. Toilet facilities are considered adequate with multiple facilities (including change areas) available at Ellen Cove, the Albany Surf Lifesaving Club, Surfers Beach and Emu Point. The recreation facilities along the beach reserves include multiple benches and picnic tables, gas barbeques, waste bins and recycling bins, playground areas for children and swimming nodes. The facilities at all locations are popular with visitors and locals and are well used, although there is the need to upgrade some of them. Such upgrades may include more reliable bbq facilities, expanding the lighting in some areas, additional benches and barbeques as well as upgrades and active recreational facilities at Surfers Beach.

As a part of the funding received from Western Australian Planning Commission, the City of Albany commissioned a set of concept design drawings in 2006 for Middleton Beach and Surfers Beach nodes. These drawings can be seen in figures 6a, 6b, 6c and 7. Whilst these figures offer a good starting point, it must be remembered that they are

only concept and not final designs and the City does not agree with all components in the drawings. However, many of the components in the drawings that the City agrees with have been finalised since, including increasing the car park bays, extending the dual use pathway to Middleton Road, installation of dual composting toilets and bicycle rails at Surfers Beach. The City in general does not endorse the extensive use of concrete paving to replace existing grassed areas at Surfers and Middleton Beach due to financial implications and the loss of recreation areas for families. It also must be kept in mind that the development of the Esplanade Hotel site in the future will play a large role in any future development of the Middleton Beach foreshore area.

**Action:**

- **Funding maintained to allow for the ongoing maintenance of existing facilities**

**Action:**

- **Ensure all recreational facilities are designed to harmonise with the setting and provide adequate lighting for patrons safety**

### 3.4 Access

Vehicle access to the Middleton Beach foreshore reserve and Ellen Cove reserve is via Flinders Parade and the existing car park. This car park quickly fills up, especially in the Summer months, and there will be a need to investigate additional car parking with the development of the new Esplanade Hotel. Vehicle access is also available to Surfers Beach via the eastern end of Flinders Parade, with adequate car parking available.

Vehicle and foot access is available at the end of Griffith street.

Vehicle access to Emu Point is via either Cunningham St, Mermaid Ave or Roe Pde. Along with the formal car parking areas at the Point, visitors currently park ad hoc on the grassed areas along these three streets. For safety reasons, there is a need to formalise this parking by the installation of bollards. There is also a need to formalise the carparking at the roundabout at the end of Cunningham St, with a disabled access ramp down to the beach. An important link to this will be the development of a pathway that runs along the grassed picnic areas from the shops at the Point to the Boat Ramp at the end of Swarbrick St.

Vehicle and foot access is available at the end of Griffith street which primarily services the small local community of Griffith and Hope streets and allows access to the beach for horses and their trainers. It is also recognised that there is a future Landcorp development planned for Lots 3000 and 1523 which will impact significantly on the existing access points. Whilst the City does not support any new access points there may be the need to assess upgrades in conjunction with the new developments.

Both Middleton Beach and Emu Point are serviced by the public bus facility.

Foot access to the reserves is available from both east and west directions along the dual use pathway that runs from the Albany Port area, through Middleton Beach to Emu Point. There is a large gap in the pathway in an easterly direction as it currently ends at

the start of the groyne on Firth St at Emu Point. The City of Albany's 'Asset Management Strategy for Pathways' (June 2009) recommends an extension of this shared pathway from Cunningham St along the foreshore to join up to the shops at the Point. This pathway once complete will be an important asset to the City linking multiple premier locations and providing an uninterrupted dual use path from the Port through to Oyster Harbour. The pathway would also present a further opportunity to showcase the area and provide education through the use of showcasing artwork and informative signage.

There is currently an unconstructed pedestrian access way (Reserve 44750) between Wollaston Rd and Flinders Parade. This access way is already being extensively used by local residents to access Surfers Beach by foot. The option exists to formalise this path which will allow for easy and safe access to Surfers Beach by foot and reduce pressure on the area for carparking.

There are numerous access trails through the sand dunes to the beach from the dual use pathway. Many of these are well worn and have been in use for many years. These existing paths currently provide ample access points to the beach from housing and parking nodes along the foreshore. Therefore, no additional access points should be considered to ensure the health and stability of the dunes and their associated vegetation and the fauna that rely on that vegetation.

**Action:**

- Review car parking requirements following the development of the new Esplanade Hotel to increase the number of car parking bays

**Action:**

- Formalise car parking along Cunningham St, Mermaide Ave, Roe Pde and the roundabout on the Point and build a pathway from the Point to the Boat Ramp.

**Action:**

- Continue to maintain the dual use pathway and beach access tracks as required

**Action:**

- Extend the dual use pathway along the foreshore at Emu Point

**Action:**

- Construct a formal pathway through Reserve 44750

**Action:**

- No further access points to the beach from the dual use pathway will be supported by the City

### 3.5 Flora and Fauna

The beauty of the Albany region in part is due to the natural richness in flora and fauna populations of the region, many of which carry a special status. Without urgent

intervention, these species may become extinct in the wild. As the land managers, the City has a responsibility to protect and maintain viable populations of all existing species which occur within the reserve, especially those with a special status.

There are three threatened species of flora surveyed with the foreshore reserves. It is inappropriate to detail the specific location of these species within this management plan so as to continue their protection. However, great care will be required when undertaking weed or rehabilitation programs and any physical developments in the future to ensure their survival and enhancement.

Whilst they have not been formally surveyed, it is likely that the Western Ringtail Possum (*Pseudocheirus occidentalis*) is a potential inhabitant in the area due to pristine coastal peppermint thickets between Griffith st and Medcalf pde. The Western Ringtail Possum is a gazetted rare species and in need of special protection under the provisions of the Wildlife Conservation Act 1950. Under state legislation, the habitats of declared rare and threatened fauna must be protected. Any development must therefore be carried out to ensure it does not impact on numbers of these species.

**Action:**

- **Minimise disturbance to flora and fauna of special interest from visitors and management issues**

**Action:**

- **City of Albany database to be updated to ensure all management and development activities avoid disturbance or intrusion to Declared Rare or Priority flora**

**Action:**

- **Liaise with the Department of Environment and Conservation to monitor and protect the health of the existing special status flora**

### **3.6 Phytophthora Dieback**

As the area has been deemed to be infected with the dieback disease (*Phytophthora cinnamomi*) there are no management actions to be implemented. **However the City of Albany does have an Environmental Code of Conduct (2006) that provides guidelines for works on council controlled lands. This document states that if dieback is present (either known or suspected), no infected soil is to be removed and transported to dieback free areas. There is also the requirement that machinery and vehicles be cleaned down prior to leaving an infected site to reduce the risk of spreading the disease unnecessarily.**

### **3.7 Environmental Weeds**

Where the native vegetation is intact within the reserves, there are generally very few weeds. Weeds generally occur in disturbed parts of the foreshore, particularly along paths. The current good condition of the foreshore vegetation can only be maintained with ongoing weed control, revegetation and public education, particularly if large subdivisions are further planned.

There have been no formal weed surveys recently completed for the area. However, numerous species have been reported and controlled by the City's Bushcare Team and volunteers. These include, Victorian Tea Tree, Pines and Watsonia. Victorian Tea Tree is of particular concern, as it is a prolific seeder and can spread very quickly and dominate native species.

At the eastern end of the foreshore reserve near the rock walls at Emu Point, there has also been Golden Dodder recorded. Golden Dodder is a declared weed under the Agriculture and Related Resources Protection Act, 1976, and therefore, must, by law, be controlled. There are also many common household weed species that have spread onto the foreshore areas at Emu Point that require controlling.

Middleton Beach, as a part of the larger area of Lake Seppings to Emu Point, is listed as a high priority area for weed management in the City of Albany's Environmental Weed Strategy (2005). The City of Albany, through the Bushcare Team, has already invested substantial time into controlling weeds in the area and this investment should be built on.

Kikuyu is also a common weed along the fringes of pathways, adjacent to residential properties and encroaching onto fragile dunes in high traffic areas.

The potential for weed invasion is often greatest after fire. Therefore, weeds must be taken into consideration in any fire management activities.

**Table 3: Weeds at Middleton Beach and priority for removal**

Weed	Threat	Area found	Priority for removal
Golden Dodder ( <i>Cuscuta campestris</i> ) *Declared plant		Emu Point near rock walls	High priority Legislation requires the City to control populations on their land ( <i>Agriculture and Related Resources Protection Act 1976</i> )
Sydney Golden Wattle	Prolific seeders which can outcompete natives very quickly and dominate an area	Near the Griffith st development	High Priority Considered a serious environmental weed by CoA
Victorian Tea Tree ( <i>Leptospermum laevigatum</i> )	Prolific seeders which can outcompete natives	Emu Point end along roads	High priority Considered a serious environmental weed by CoA
Watsonia ( <i>Watsonia bulbilifera</i> )	Plant grows from corms and has orange, pink or white flowers. Crowds out other plants.	Along Emu Point Drive	High priority Considered a serious environmental weed by CoA
Pines ( <i>Pinus radiata</i> )	Vigorous seeder that invades large areas of	Surfers beach carpark end of DUP	Medium priority Considered a

	native bushland		serious environmental weed by CoA
Kikuyu ( <i>Pennisetum clandestinum</i> )	Prolific spreader that can take over large areas of bushland and reduce conservation values	Foredures at Surfers Beach and encroachment into remnant vegetation around residential properties	Medium priority

**Action:**

- Funding to be maintained to allow the Bushcare Team to continue to control the declared weeds as a priority

**Action:**

- Conduct weed control programs in conjunction with rehabilitation programs and post wild fires

**Action:**

- Support and facilitate community group and individual involvement in weed management and seek to continue to undertake weed awareness and management training

### 3.8 Signage

Signs are necessary to offer information about the reserve and to help advise visitors of appropriate behaviour during their stay and therefore enhance visitor enjoyment.

There are a number of different styles of signs already in use in the area, many of which do not follow a standard. To reduce confusion of information and detract from the visual amenity of the area it is important to ensure that there is uniform and relevant signage and where possible the use of individual signs should be reduced and increase the level of information on concise signage panels.

Signage should be used to explain:

- Interpretive signs eg. Ecology, history
- Animal exercise areas
- Appropriate use of the reserve (eg along Dual Use Pathway)

A sign plan has been developed for the area (Appendix 1).

**Action:**

- Conduct an audit of all City of Albany signs in the area and ensure all signs contain up-to-date information, are uniform and follow the correct City of Albany signage standard

**Action:**

- Produce and install signs as per the sign plan in Appendix 1

### 3.9 Climate Change

One of the most significant and dynamic elements that needs to be managed within coastal areas is climate change. This will result in direct impacts on the coastline at Middleton Beach and Emu Point including increased sea level and potential increases in the frequency of storm events. Emphasis needs to be given to the importance of dune retention and of setting facilities far enough back that dunes and foreshore vegetation are retained. Foreshore setbacks are designed to protect urban development from the elements and maintain a stable coastal dune system.

Schedule One of the State Coastal Planning Policy 2.6 sets a range of guidelines for development setbacks in regards to coastal physical processes. The policy takes into consideration the annual rate of erosion of the shoreline, the impact of a 1 in 100 year storm event and predicted global sea level rises. In making assessments it must be remembered that factors other than physical processes may influence the minimum setback distance and need to be considered for each individual case. Such non-physical factors may include ecological values, landscape, seascape, visual amenity, indigenous and cultural heritage, public access, recreation and safety to lives and property. Although there are generic recommendations for setbacks on sandy shoreline beaches in the policy it is important that each proposal is assessed individually using the principles within Schedule One of State Planning Policy 2.6 to ensure all future development is appropriately located and therefore protected into the future. This policy is presently under review and once complete will form the basis for any future development guidelines. As a result of the latest reports from CSIRO and IPCC it is expected that an increase in the predicted global sea level rise in the coming century from 0.38m to 0.9m will form the basis of a proposed amendment. This will obviously dramatically alter any recommended setback distance.

**Action:**

- **Ensure any new foreshore developments maximise recommended setbacks from the horizontal setback datum (HSD) as guided by principles in the State Coastal Planning Policy 2.6**

### 3.10 Fire Management

Fire will always be a threat to all City of Albany reserves and has caused extensive damage over the years. In particular, in coastal areas, once a fire has moved through the area and burnt the natural covering of native vegetation, erosion will often readily occur.

The most recent fires in the area include;

- A fire in summer of 2008 at Surfers Beach which was deliberately lit
- A fire in summer of 06/07 200m east of Surfers carpark.

Fires can originate from a variety of sources, including cigarette butts dropped on the ground, lightning strikes during storms or being deliberately lit.

Middleton Beach and Emu Point is within the area covered by Fire and Rescue. In the event of a fire, Fire and Emergency Services (FESA) take control of co-ordinating involvement and the development of fire fighting strategies. The City of Albany assists with this process under direction from FESA.

The primary focus of fire management in the Middleton coastal reserves is to protect life and property, with a secondary, but no less important focus of bushland preservation. As the greatest risk to life and property is apparent around the peripheral boundaries of the reserves where homes are in close proximity, these areas will be given priority fire management attention. Fire breaks and emergency access points will remain as primary access points.

Highest risk homes and streets are:

- Barry Court
- Dillon Close
- Griffiths Street
- Hope Street
- Medcalf Street
- Firth Street

Fire prevention planning within the study area falls within the City of Albany role as current land managers. Currently there is no fire management plan for the foreshore area. However, strategic access points are adequate in the event of a fire and anyone caught on the walking path during a fire has easy access to the beach for safety. In developing a fire management plan potential impacts on Declared Rare Flora and Fauna must be considered.

**Action:**

- **Develop a fire management plan for the Middleton Beach area in conjunction with FESA**



## PART 4 IMPLEMENTATION

It is expected that the final document will be implemented in the following ways:

- The City of Albany formally endorse the management plan and implement its recommendations and actions;
- Other relevant agencies to be advised of the management plan and the need to comply with its recommendations through their endorsement;
- Funds to be provided over a 5 year period for implementation of the management plan from the City of Albany and relevant external funding to be sought to assist in the implementation of the plan;
- Wider community involvement to be encouraged in the implementation of the management plan;
- A programme of implementation to be established each year by the City of Albany based on priorities in the plan;
- A formal review of the Plan to take place in 5-7 years.

### 4.1 Key Action Plan

This table summarises all the actions recommended in the Management Plan. It also provides guidance for expenditure and responsibilities for each action to be implemented. These cost estimates will be assimilated into the City of Albany Reserves Master plan and be prioritised for implementation according to that plan.

<b>1. Append foreshore reserve R22698 to include cleared land</b>	
Timeframe	December 2009
Cost	Staff time
Resources	Reserves Officer
Officer	Manager City services
<b>2. Consult DIA before any new construction work within reserve</b>	
Timeframe	Ongoing
Cost	Staff time
Resources	Planning Officers & City of Albany Environmental Code of Conduct pre-works checklist
Officer	Executive Director Development Services
<b>3. Cross reference all on-ground works with DIA Aboriginal Heritage sites GIS database</b>	
Timeframe	Ongoing
Cost	Staff time; <i>nominal fee if Noongar representation is required on site</i>
Resources	Reserves Officer
Officer	Manager City Assets
<b>4. Support recognition of Kinjarling trail and associated signage</b>	
Timeframe	Ongoing
Cost	Staff time
Resources	Reserves Officer

Officer	Manager City Assets
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5. Monitor affect of animals on beach	
---------------------------------------	--

Timeframe	Ongoing
Cost	Staff time
Resources	Rangers
Officer	Executive Director Development Services

6. Patrol animal exercise areas	
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Timeframe	Ongoing
Cost	Staff time
Resources	Rangers
Officer	Executive Director Development Services

7. Provide appropriate signage, doggy doo bags and disposal points along foreshore and regularly remove rubbish	
---	--

Timeframe	Ongoing
Cost	Council Operational budget
Resources	Rangers and Cleanaway services
Officer	Executive Director Development Services

8. Maintain existing facilities within the Reserves	
---	--

Timeframe	Ongoing
Cost	Asset maintenance budget
Resources	Parks maintenance
Officer	Executive Director Works and Services

9. Ensure all recreation facilities are designed to harmonise with the setting and provide sufficient lighting for safety	
---	--

Timeframe	Ongoing
Cost	Staff time
Resources	Engineers
Officer	Manager City Assets

10. Review car parking requirements at Middleton Beach and Emu Point	
--	--

Timeframe	June 2010
Cost	Dependant on results
Resources	Engineers
Officer	Manager City Assets

11. Formalise car parking and roundabout within Emu Point precinct and build pathway from the Point to Boat Ramp	
--	--

Timeframe	December 2009
Cost	\$218,000 (Royalty for Regions Funding)
Resources	City Project Team
Officer	Manager City Assets

12. Maintain the dual use pathway and beach access tracks	
---	--

Timeframe	Ongoing
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Cost	Council Operational budget
Resources	Parks maintenance
Officer	Executive Director Works and Services

13. Extend dual use pathway along Emu Point foreshore to Swarbrick Street	
Timeframe	2017
Cost	\$131,000
Resources	Engineers & City Asset Management Plan Pathways (2009)
Officer	Manager City Assets

14. Construct a formal pathway within Reserve 44750 between Wollaston Rd and Flinders Parade	
Timeframe	2015
Cost	\$40,000
Resources	Engineers & City Asset Management Plan Pathways (2009)
Officer	Manager City Assets

15. Not support any development of further access points to the beach	
Timeframe	Ongoing
Cost	Staff time
Resources	Planning Officers
Officer	Executive Director Development Services

16. Update CoA GIS threatened flora database regularly and cross reference information to development projects	
Timeframe	On going
Cost	Staff time
Resources	Reserves Officer
Officer	Manager City Assets

17. Liaise with DEC to monitor and protect threatened flora populations	
Timeframe	On going
Cost	Staff time
Resources	Reserves Officer
Officer	Manager City Assets

18. Continue targeting problematic environmental weeds	
Timeframe	On going
Cost	Staff time & \$300 chemicals annually
Resources	Bushcare Officer
Officer	Executive Director Works & Services

19. Conduct weed control programs in conjunction with rehabilitation programs	
Timeframe	On going
Cost	Staff time
Resources	Reserves Officer & Bushcare Officer
Officer	Manager City Assets

20. Education of community regarding weed species and their effective control	
Timeframe	Ongoing
Cost	\$500 CoA Environmental Weed Strategy Brochures & Staff time
Resources	Bushcare Officer & Reserves Officer
Officer	Manager City Assets

22. Conduct a sign audit to ensure all signage is uniform, easy to read & necessary. Also address any old signage that is causing confusing	
Timeframe	June 2010
Cost	Staff time & any costs associated with audit outcome
Resources	Reserve Officer
Officer	Manager City Assets

23. Produce and install signs as per signage plan (see Appendix 1)	
Timeframe	June 2010
Cost	\$3000
Resources	Works & Services
Officer	Manager City Assets

23. Ensure any new foreshore developments maximise recommended setbacks from the horizontal setback datum (HSD) as guided by principles in the State Coastal Planning Policy 2.6	
Timeframe	On going
Cost	Staff time for compliance
Resources	Planning Officers
Officer	Executive Director Development Services

25. Develop a fire management plan	
Timeframe	January 2011
Cost	Staff time
Resources	Emergency Management Co-ordinator, Reserves Officer & FESA
Officer	Executive Director Development Services

<b>TOTAL ESTIMATED COST</b>	<b>\$392,800</b>
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### 3.1 Review of Management Plan

A major review of the plan will be undertaken five (5) years from adoption by Council to determine if the actions have been completed and the plan is still relevant, whilst annual audits will be undertaken to assess progress.

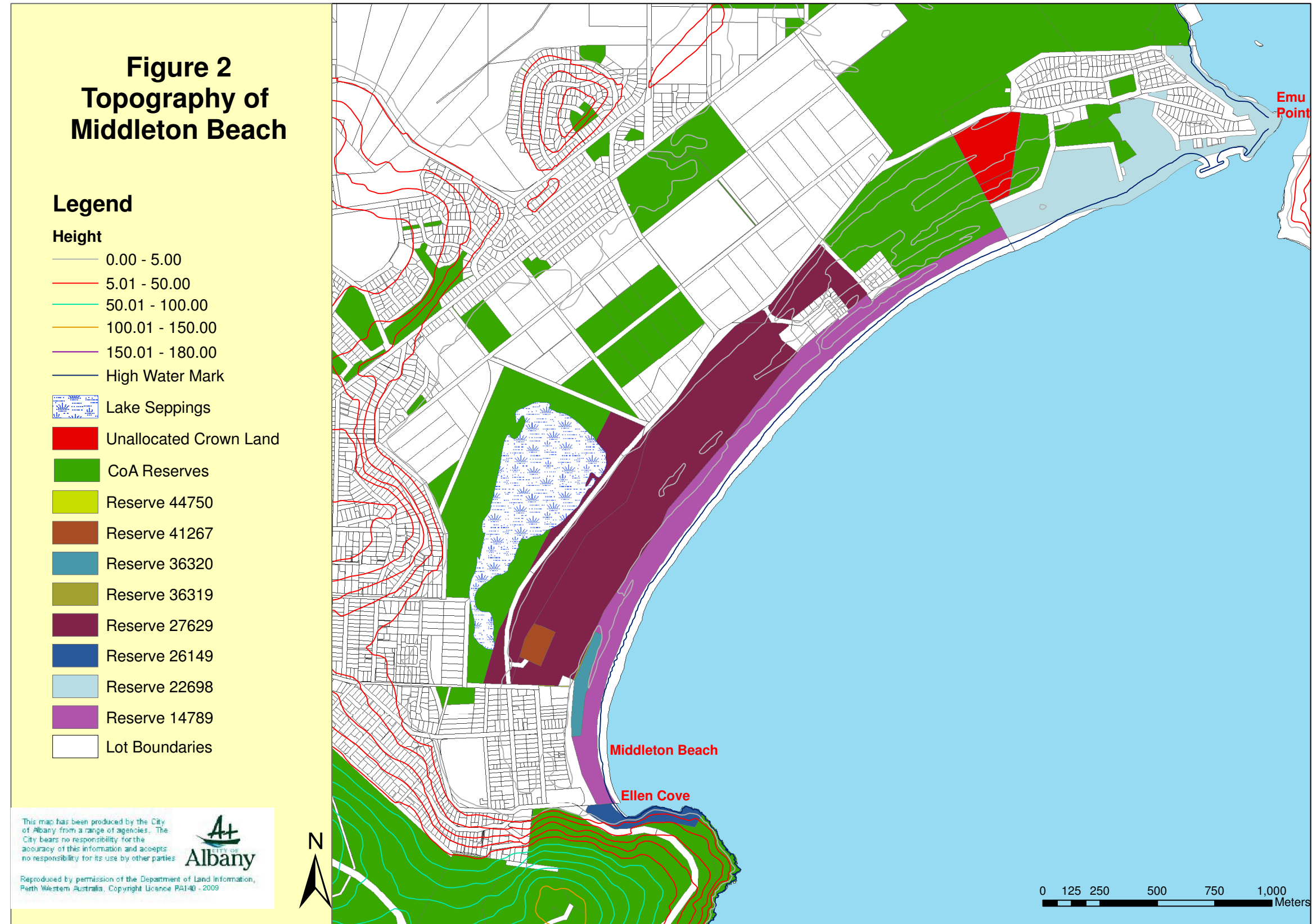
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**APPENDIX 1  
 SIGN MANAGEMENT PLAN**

ACTION NO	ACTION	LOCATION
1	Install standard reserves signs with location name, do's, don'ts and warnings	Emu Point carpark on Mermaid Ave, Surfers Beach and Middleton Beach carpark along Flinders Pde
2	Relocate the existing animal exercise area sign 50m south to the entrance of the pathway	Pathway to beach from Surfers Beach carpark
3	Maintain sign shelters along the dual use pathways	Surfers Beach, Griffith St and Firth st
4	Install signage along Griffith street to redirect swimmers to enter beach at Eastern end and horse trainers to enter beach from Western end	Eastern and Western ends of Griffith street

FINAL DRAFT





## Council Management Plan

# **Betty's Beach Reserve Management Plan**

**(Including Norman's Inlet Camp Site and  
Walk Trail)**

**March 2010**

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### Revision Status

Revision No	Status	Distribution	Issue Date	Comment
01	Draft	Presented to Council for advertising	15/09/09	Draft approved for public comment
02	Draft	Advertised for public comment	29/09/09 – 06/11/09	Draft out for public comment
03	Final	Presented to Council for adoption	March 2010	
04	Reviewed			

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## ACRONYMS

<b>AHD</b>	Australian Height Datum
<b>COA</b>	City of Albany
<b>DEC</b>	Department of Environment and Conservation
<b>DIA</b>	Department of Indigenous Affairs
<b>DOW</b>	Department of Water
<b>DPI</b>	Department for Planning & Infrastructure

## Acknowledgements

This document has been prepared by Sandra Maciejewski, Reserves Officer of the City of Albany. Figures (excluding Figure 5) have been prepared by Alexandra Tucker Reserves Officer of the City of Albany. Figure 5 was prepared by Greg Freebury from the Department of Environment and Conservation. Thank you to the community members who contributed time and effort to the formulation of this plan.

## **1 BACKGROUND**

### **1.1 Purpose of Management Plan**

The Betty's Beach Reserve Management Plan (including Norman's Inlet camp site and walk trail) has been prepared as a result of the need to manage this area in a more strategic and coordinated manner. The aim of a management plan is to provide guidelines to ensure that development and recreational uses are managed in ways that are ecologically sustainable and protect the cultural and environmental heritage for future generations. The City recognises that the actions recommended in management plans will not always be what everyone wants. However, we try to balance sustainable use of areas with public safety. Importantly, the City of Albany has a responsibility to show a duty of care for the environment and the users of reserves under City management control.

### **1.2 Location & Adjacent Land Managers**

Betty's Beach Reserve and Norman's Inlet are separate local landmarks, but given their close proximity, have been addressed in the one management plan. Betty's Beach Reserve and Norman's Inlet are approximately 50 km east of the centre of Albany by road (Figure 1). Betty's Beach is accessible via Betty's Beach Rd, and Norman's Inlet is accessible via Norman's Beach Rd, both of which run off Homestead Rd, which in turn runs off the South Coast Highway. Two Peoples Bay is also accessible via Betty's Beach Reserve via East Bay Rd.

Adjacent land managers of Betty's Beach Reserve include the Department of Environment and Conservation, the Water Corporation and three private landholders (Figure 2). Two Peoples Bay Nature Reserve is located at the southern tip of Betty's Beach Reserve and the Water Corporation reserve abuts the western side of Betty's Beach Road. The Water Corporation reserve is a Water Supply Catchment.

Adjacent land managers of Norman's Inlet camp site and walk trail include unallocated Crown land to the north (includes the inlet), and private land to the south. Waychinicup National Park is located along the northern side of Norman's Inlet, and Mount Manypeaks Nature Reserve is to the north of Waychinicup National Park.

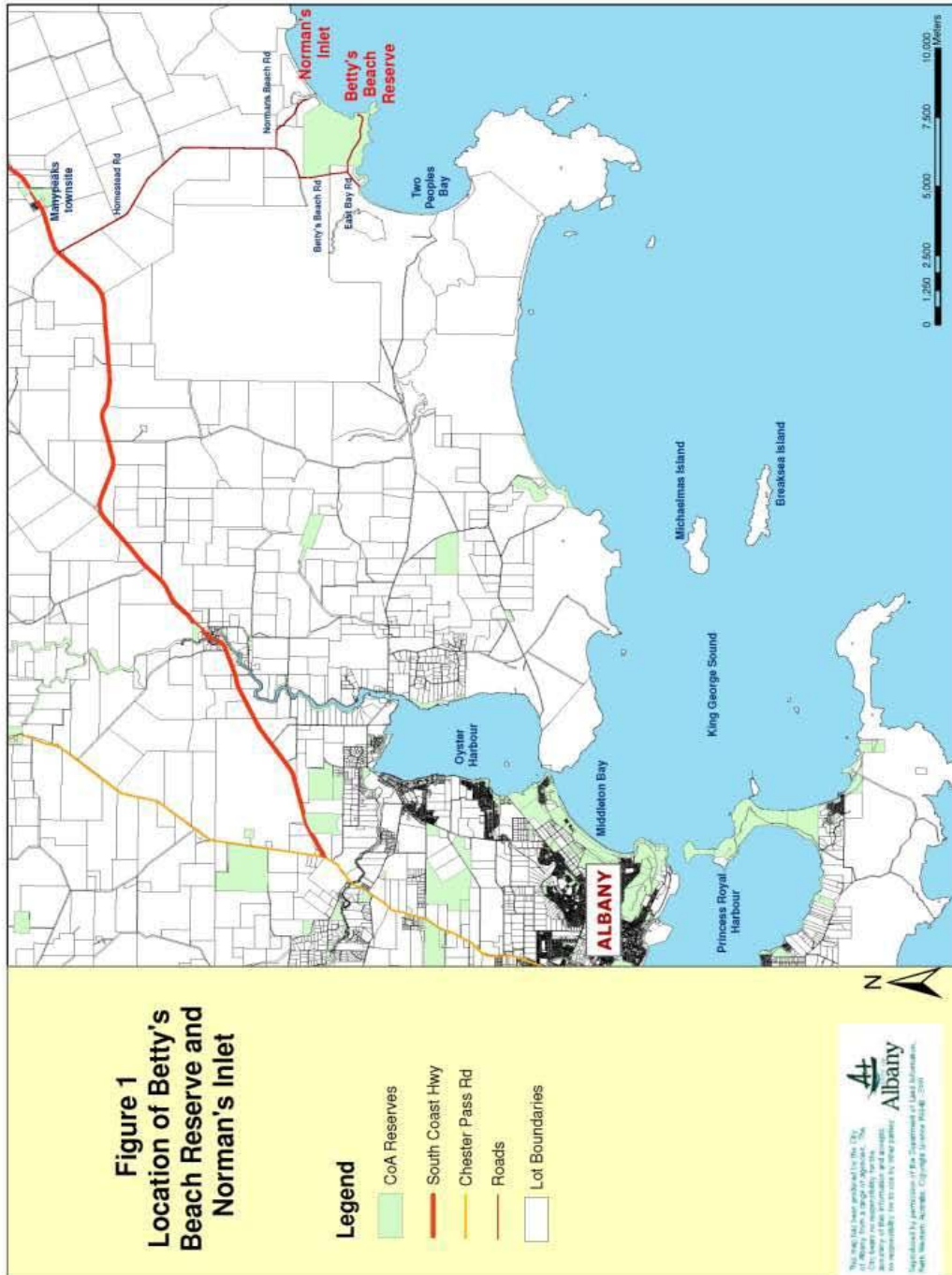
### **1.3 Tenure and Purpose**

Betty's Beach Reserve (R2031) is 532 ha in size. It is a Class C reserve, and its current purpose is "Parkland and Recreation". The management order for Betty's Beach Reserve is with the City of Albany. Norman's Inlet camp site and walk trail covers approx 2 ha at the end of Norman's Beach Road. The purpose of this land is "road", and is managed by the City of Albany.

### **1.4 Site Maps**

Figure 3 is a site map of Betty's Beach Reserve and Figure 4 is a site map of Norman's Inlet camp site and walk trail. The sites mentioned in this management plan can be located on these figures. Please note that the eastern boundary of Norman's Beach Rd extends to the high water mark, even though the "Lot Boundaries" do not line up in Figure 4.

FIGURE 1



2

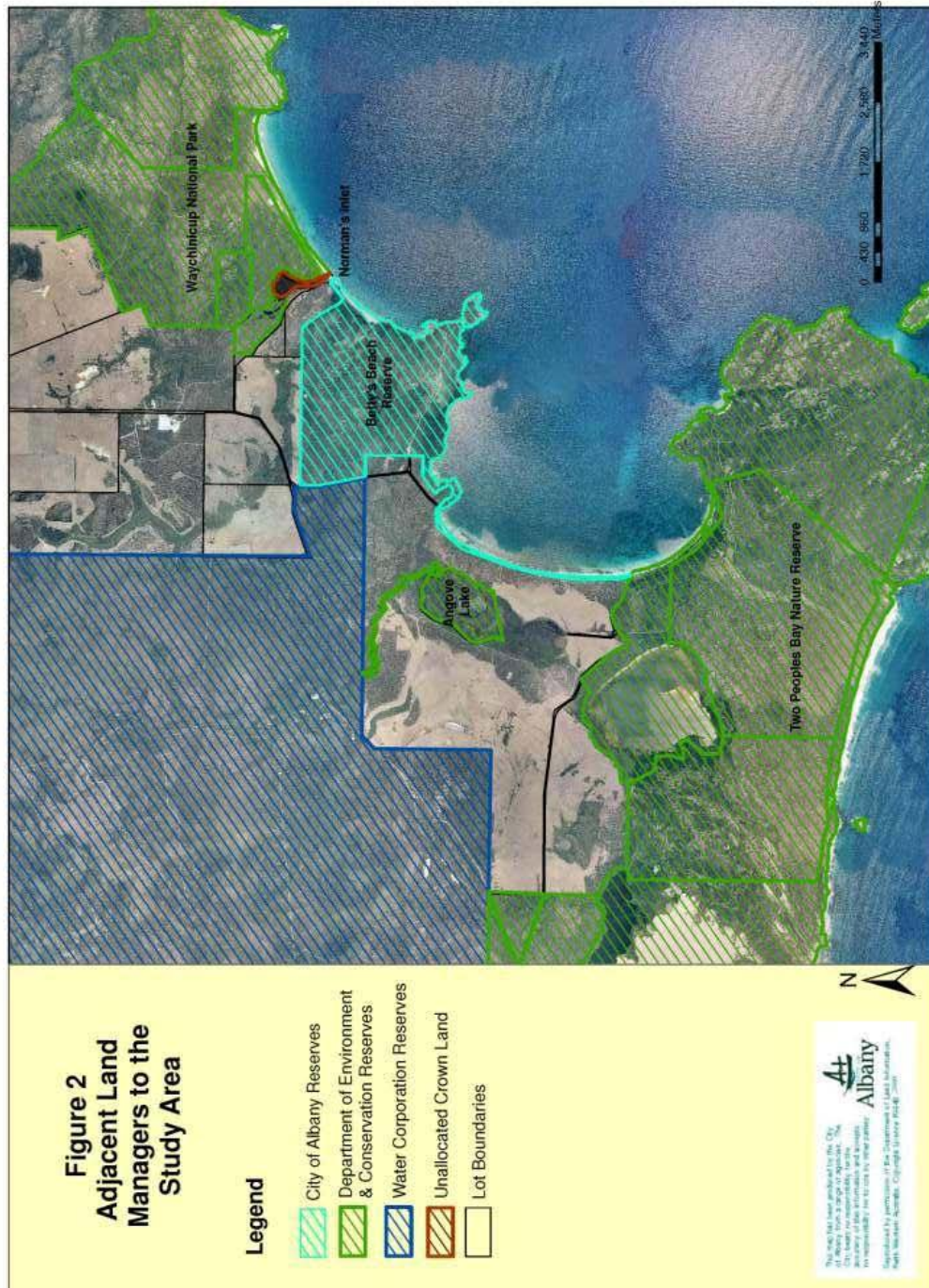




FIGURE 3

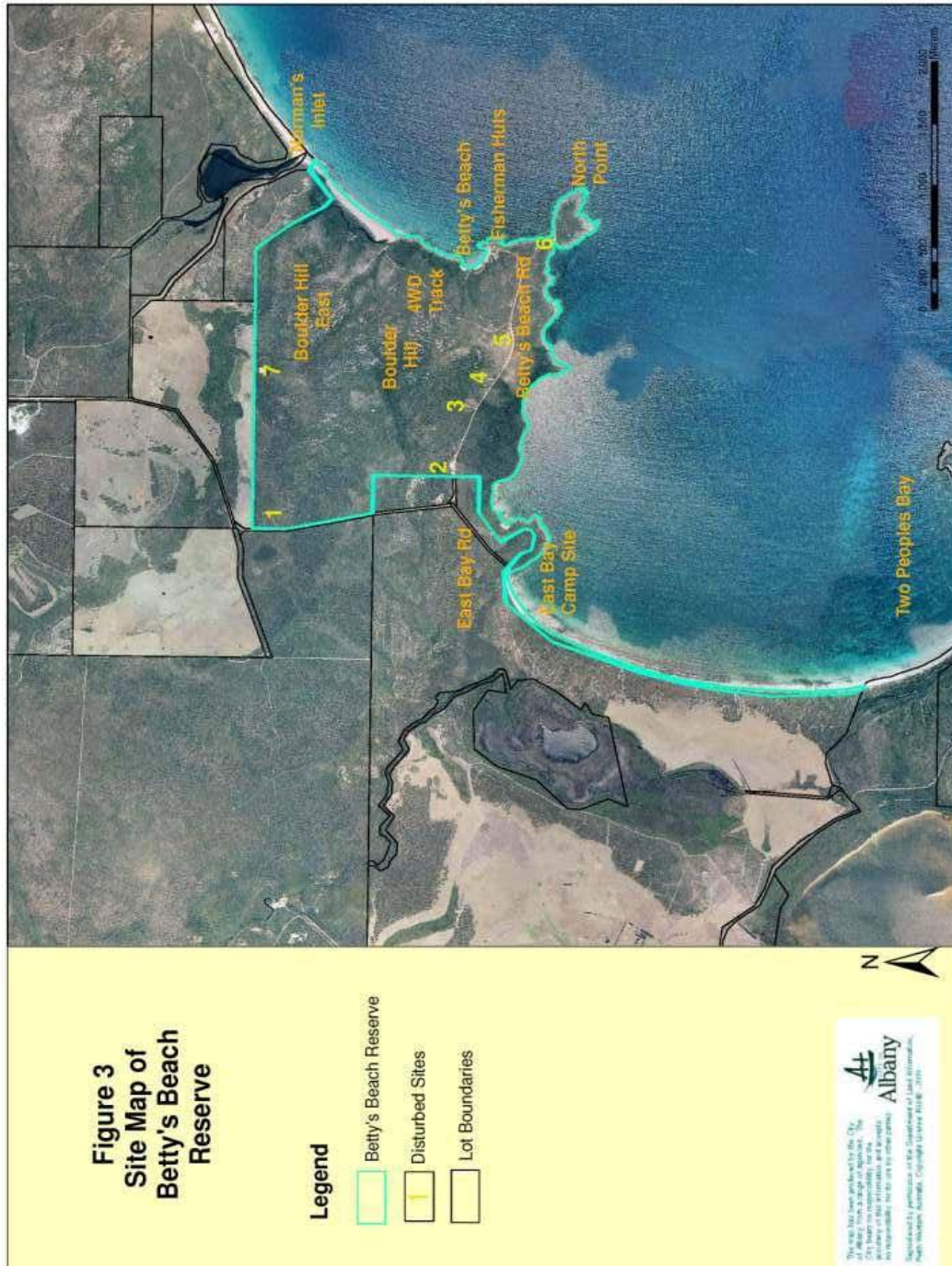


FIGURE 4





## 1.5 Physical Environment

### 1.5.1 Landforms and Soils

The topography of Betty's Beach Reserve is very undulating (Figure 5), with four peaks over 100 m above sea level. Boulder Hill is the highest peak at 175 m and Boulder Hill East is the second highest at 125 m. The lowest point of the Reserve is the high water mark along the coast.

The portion of Norman's Beach Road included in this management plan ranges in height from 15 m above sea level (coastal limestone cliff) to the high water mark on the beach.

The study area is covered by eight Landform & Soils Units (Figure 6), as described in Table 1 (Churchward *et al* 1988).

**TABLE 1 Landform & Soil Units within the Study Area (Churchward *et al* 1988).**

Landform & Soil Unit	Description	Location
Mr	Beach ridges (< 5 m) and intervening swales with pale brown calcareous sands.	Two Peoples Bay
Ms	Oldest dunes which are furthest inland with smooth crests, gentle slopes and podzol soils.	Mainly private land, but overlaps eastern tip of Betty's Beach Reserve and includes a section of Norman's Beach Road.
Gg	Granite pavements, domes and tors with shallow gritty loamy soils.	Boulder Hill, two other ridges and a headland within Betty's Beach Reserve.
Gs	Smooth, gently sloping or concave landscapes in between units of Gg with granite exposures in gullies. Soils are usually iron podzols but humus podzols may occur in poorly-drained areas.	Between Boulder Hill and three other areas of Gg, and to the coastline.
Dc	Broad convex crests of spurs and ridges with gravely yellow duplex soils and lateritic boulders.	Include small cove to east of Two Peoples Bay & the area immediately inland.
S9	Very steep, irregular slopes with 30-40 m relief and frequent siltstone outcrops. Shallow sands and yellow duplex soils occur on slopes and humus podzols on swampy floors.	Inland Norman's Inlet.
OW	Poorly-drained plains with lakes and swamps adjacent to estuaries, with associated linear dunes and lunettes. The soils are formed from fine-textured estuarine deposits, organic loams, diatomaceous earths and Aeolian sand parent material. Solonchic soils are dominant with podzols on the dunes and lunettes.	Norman's Inlet, closest to the coast, including the eastern portion of Norman's Beach Road.
PN	Isolated hills less than 60 m above general level of the plain. The underlying rocks are partially covered by Pallinup siltstone or sandy detritus. Lateritic duricrust is common. Yellow duplex soils are dominant.	Headland between Two Peoples Bay and the small cove to the east.

### 1.5.2 Hydrology

The study area is part of the Eastern Coastal Catchment, which extends along the coast east of Albany to the Pallinup River, and extends approximately 15 km inland. Several small drainage lines flow in poorly defined channels in a south-east direction into minor wetlands or directly into the sea (AGC Woodward-Clyde 1991). Norman's Inlet is one of these drainage lines.

Rainfall on the study area drains off the site, directly into the ocean to the south and east, into private property to the west and eventually into Angove Lake, and north into a small waterway that runs along the north-eastern corner of Betty's Beach Reserve.

### 1.5.3 Native Vegetation

A vegetation survey of Betty's Beach Reserve is currently being undertaken, as part of a large regional vegetation project with the objective of determining the degree of representativeness of different vegetation communities. The results of this survey were not finalised in time for this report, but a verbal report (Sandiford *pers comm*) indicated that there are two unusual vegetation community types within Betty Beach Reserve, which may be restricted to this Reserve. In addition, a priority ecological community "Open Low *Allocasuraina fraseriana* – *Eucalyptus staeri* woodland in association with *Banksia coccinea* thicket" occurs within the study area (see section 1.7.3). Any future developments within this reserve must consider the status and location of the above-mentioned communities.

The vegetation within the study area contributes to the continuous corridor of vegetation from Two Peoples Bay Nature Reserve to Fitzgerald River National Park (132 km), which is part of what is known as the Coastal Macro Corridor (Wilkins *et al* 2006). Therefore, the vegetation in this reserve is significant on a regional scale for flora and fauna conservation.

### 1.5.4 Native Fauna

The study area has not been extensively surveyed for fauna. However, a survey was conducted within Betty's Beach Reserve by the Department of Environment and Conservation after the wildfire in 2000, to determine how well the fauna survived the fire. There are also a few Birds Australia Bird Atlas monitoring sites within Betty's Beach Reserve. A total of seventy-seven bird species have been recorded within the study area between 2000 and 2008 (Appendix 1). One species, the Laughing Kookaburra *Dacelo novarguineae*, is introduced to Western Australia (Appendix 1).

Six fauna species, recorded from the above-mentioned surveys, are listed as "rare or is likely to become extinct" under the *Wildlife Conservation Act 1950*, including the Quokka *Setonix brachyurus*, Western Ringtail Possum *Pseudocheirus occidentalis*, Noisy Scrub-bird *Atrichornis clamosus*, Western Bristlebird *Dasyornis longirostris*, Western Whipbird (heath spp) *Psophodes nigrogularis nigrogularis* and Carnaby's Cockatoo *Calyptorhynchus latirostris* (feeding) (B Bone *pers comm*; A Bondin *pers comm*).

No other fauna surveys are known to have been conducted within the study area.

FIGURE 5

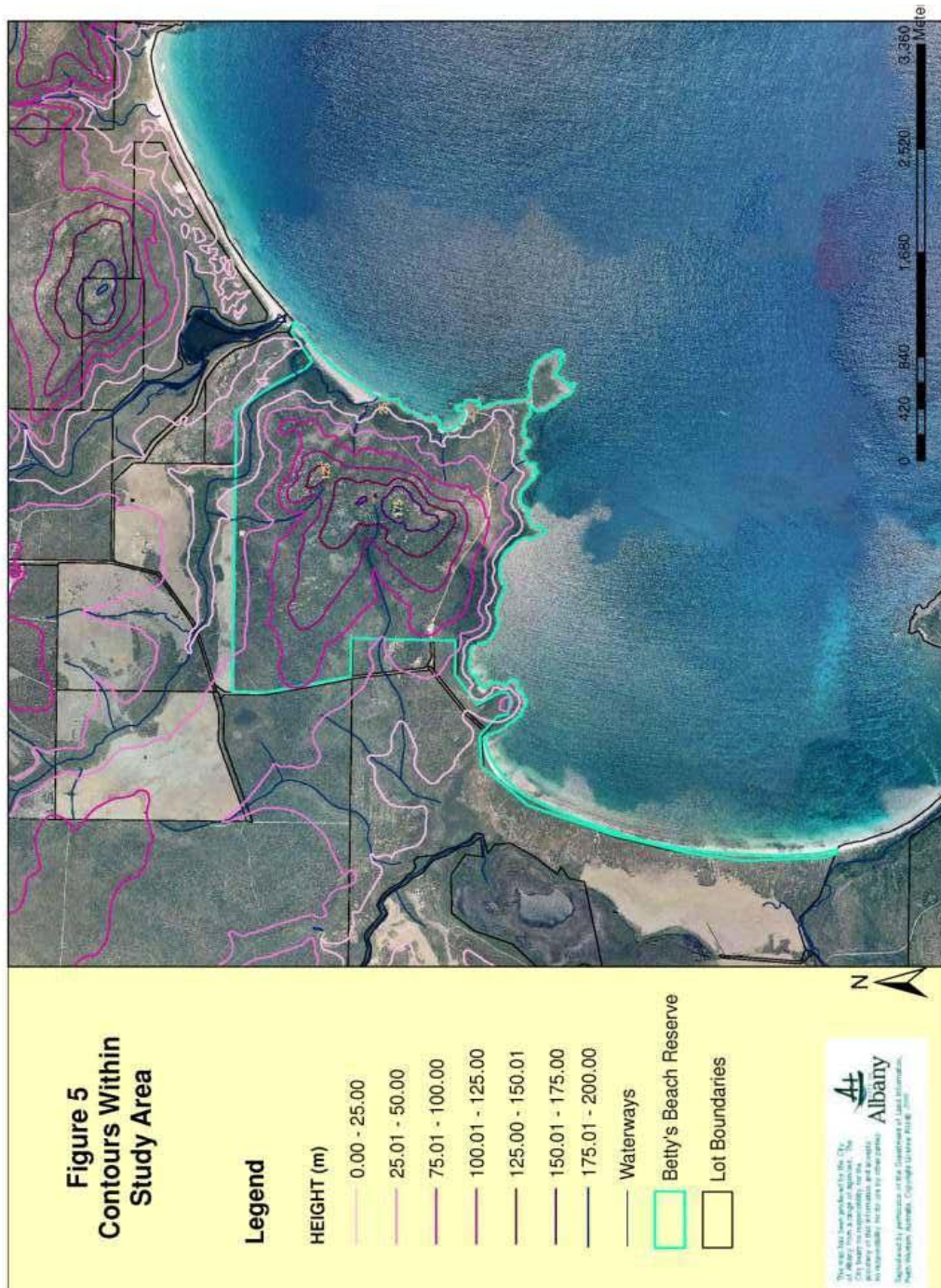
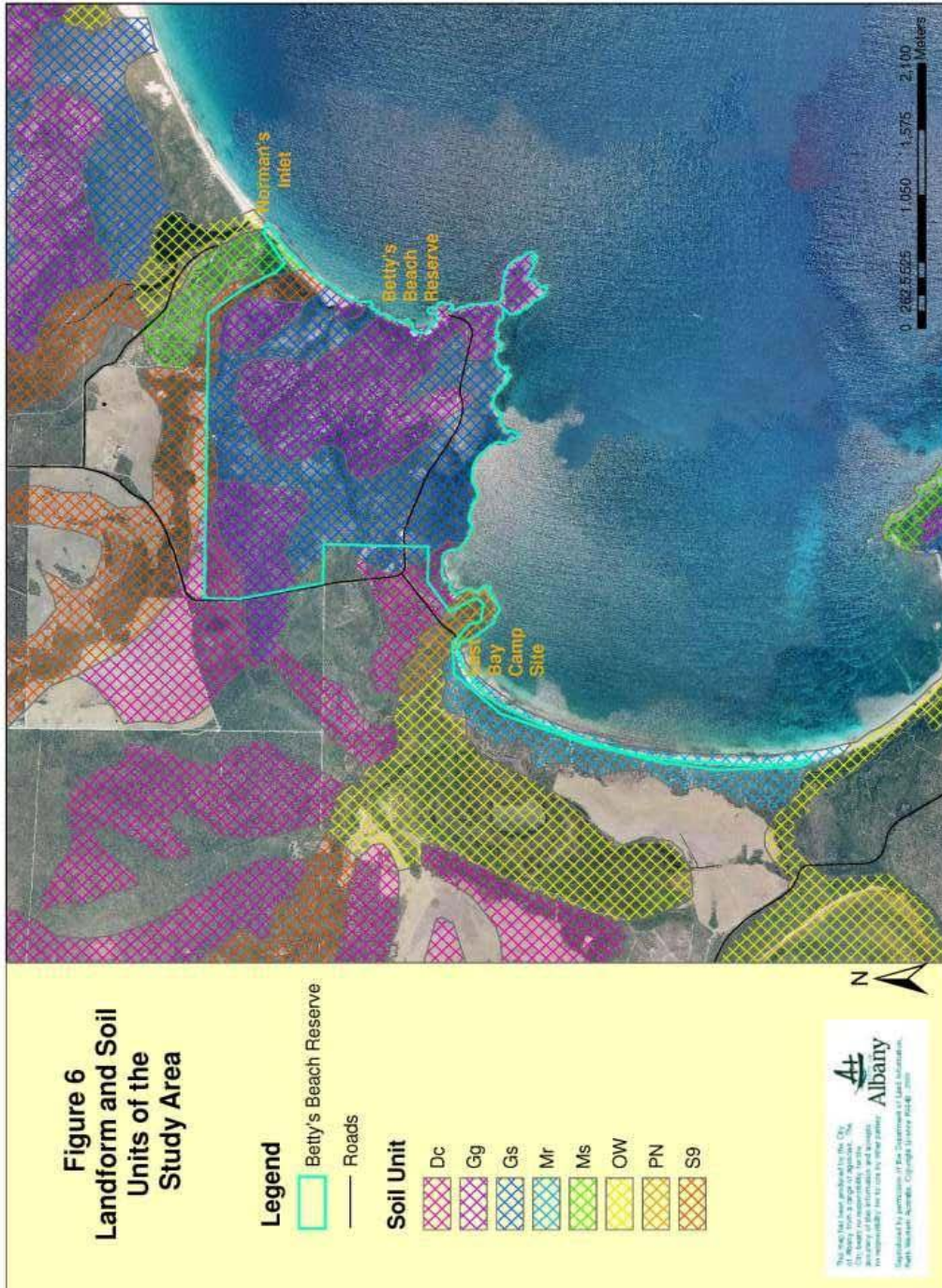




FIGURE 6



The fauna of the neighbouring Two Peoples Bay Nature Reserve, Waychinicup National Park and Mount Manypeaks Nature Reserve are well studied by the Department of Environment and Conservation. These reserves are vital areas for threatened fauna species, including the Gilbert's Potoroo *Potorous gilbertii*, Noisy Scrub-bird and Western Bristlebird (CALM 1995). The Two Peoples Bay - Manypeaks area is considered to be the most significant area for endangered birds in mainland Australia (Garnett 1992a and 1992b).

#### **1.5.5 Environmental Weeds**

Environmental weeds are not widespread within the study area.

Introduced grasses and herbs occur mainly at the two camp sites at Norman's Inlet and East Bay, and around the commercial fishermen huts at Betty's Beach. A few Cape Weed *Arctotheca calendula* plants are also at the Norman's Inlet camp site.

Purple Groundsel *Senecio elegans* and Rose Pelargonium *Pelargonium capitatum* are scattered along the walk trail to Norman's Beach. The *Environmental Weeds Strategy for City of Albany Reserves* (City of Albany 2005) states that "these species are considered by some people to be "naturalised". This is due to them being very widespread, and that they serve a purpose in stabilising soil, in particular on sand dunes".

One Pampas Grass *Cortaderia selloana* was located on the beach at the opening of the small inlet at the southern end of Norman's Beach. Also, a few plants of Victorian Tea-tree *Leptospermum laevigatum* were located at the intersection of East Bay Rd and Betty's Beach Rd.

#### **1.5.6 Introduced Fauna**

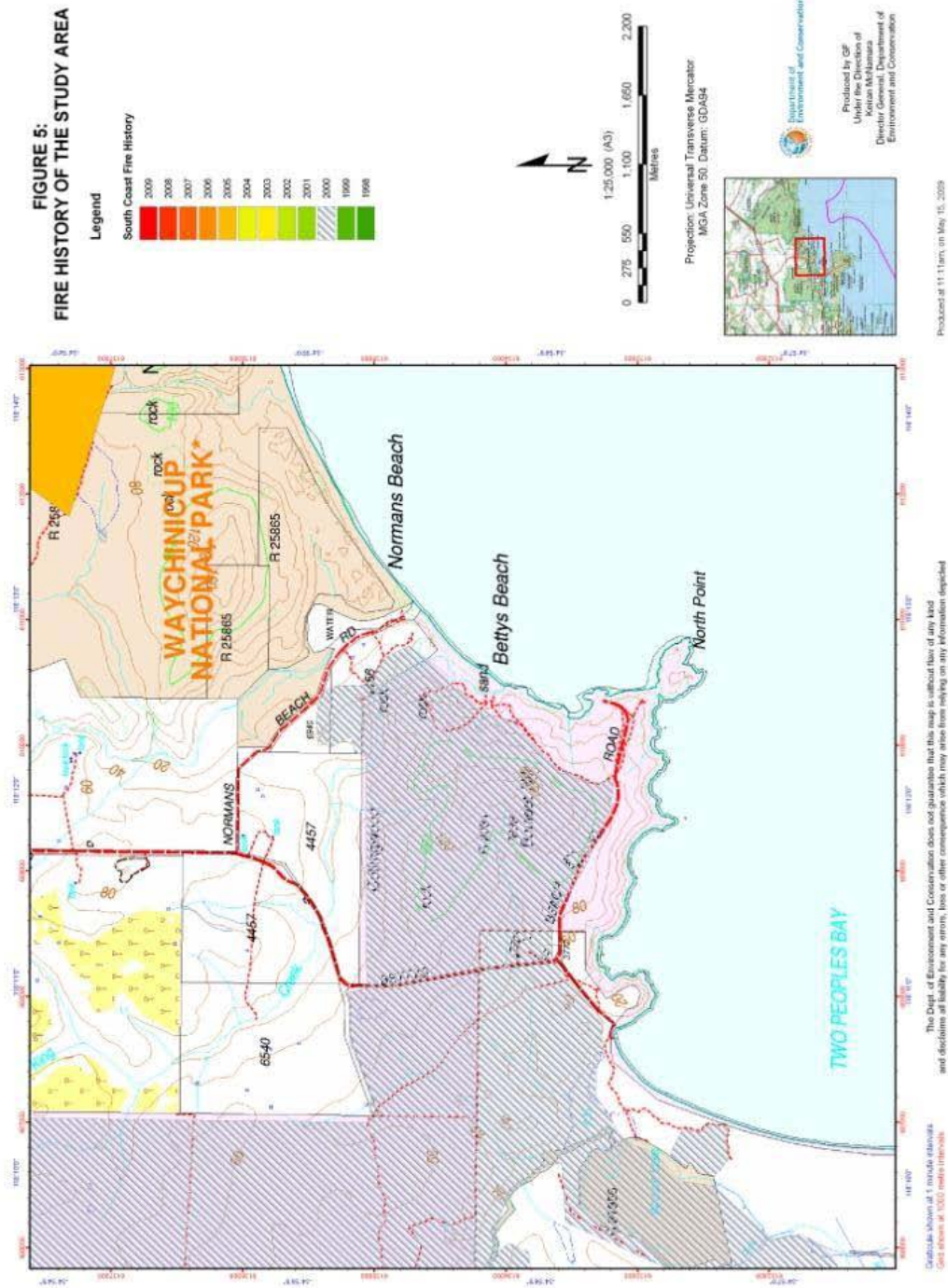
There are rabbits, foxes and cats in the study area. These animals are currently not managed on any City of Albany controlled land. The Department of Environment and Conservation bait the neighbouring conservation estate with 1080 to eradicate foxes.

#### **1.5.7 Fire Management**

A large portion of Betty's Beach Reserve was burnt during a wildfire in December 2000 (Figure 7). The same fire burnt much of the adjacent Two Peoples Bay Nature Reserve and the Water Corp reserve to the west of Betty's Beach Rd. The fire was contained along Betty's Beach Rd and along the 4WD track that travels north around Boulder Hill. Therefore the only areas not burnt were those areas immediately adjacent to the coast.

Existing firebreaks within Betty's Beach Reserve are located along a fenceline along the northern boundary. The only other breaks include the roads and tracks through the reserve.

FIGURE 7



## **1.6 HUMAN ACTIVITIES**

### **1.6.1 Aboriginal History**

Two traditional stories that cover the study area have been recorded in Goode *et al* (2005). These are the Toolberup Myth and the Yoolberup Myth, as told by Ms Lynette Knapp.

The Toolberup Myth focuses on South Point in Two Peoples Bay Nature Reserve, and extends north to Mount Manypeaks, and west to Reservoir Hill and Gardner Lake. According to Menang legends, the area of Toolberup is a sacred women's law ground, with the South Point being the women's birthing place. Men are not permitted here, nor are they permitted to watch the ceremonies that take place here.

The Yoolberup is a site of mythical significance revolving around a creation story about a number of prominent features within the landscape centred on Mount Manypeaks northwest to the South Sister and North Sister and encompassing a chain of freshwater lakes within the vicinity of the two sisters.

There are also three archaeological sites recorded in the vicinity of the study area, and other sites may exist within the reserve boundary.

Site ID 5572 is a quarry site located by Mrs Rowley Wells on her farm. No further details are available.

Site ID 5747 is four grinding holes measuring 100 mm x 150 mm and located by Mr Abernathy in 1973. It is on flat granite rock seaward of two large boulders in the north of Two Peoples Bay. No further detail is available and there is insufficient data to locate the site.

Site ID 5750 consists of white quartz artefacts and was registered by W. Dix, B. Blurton and Peter Randolph in 1972. It is located in a dune blowout at the end of a track turning right from the road marked North Point at Two Peoples Bay. No further detail is available and there is insufficient data to locate the site.

Places significant to Aboriginal people are protected under the Aboriginal Heritage Act (1972) whether sites are known to the Department of Indigenous Affairs (DIA) or not.

### **1.6.2 Community Involvement**

Members of the Manypeaks Progress Association and other members of the community have been involved in maintaining some components of the reserves in the study area. For example, the camp sites have been mown by the community, and rubbish has also been picked up and disposed of appropriately. The community has also played a role in watching over the reserves, reporting any incidences or maintenance requirements to the City of Albany.

### 1.6.3 Recreational Uses

Betty's Beach Reserve and Norman's Inlet are popular areas for fishing, camping, boating, swimming, beachcombing, whale watching and just generally relaxing. Dogs on a leash are permitted in the reserves, and fires are not permitted at any time of the year. Road registered vehicles are permitted on the City of Albany managed portion of Two Peoples Bay Beach and along existing tracks.

### 1.6.4 Facilities

Pit toilets are located at East Bay camp site and Norman's Inlet camp site. These toilets are serviced on a weekly basis by the City of Albany.

Bins are provided at the East Bay camp site, Betty's Beach and at Norman's Beach camp site. These bins are serviced once a week throughout the year.

There are a number of signs within the study area (Table 2) (excluding road name signs). Most of the signs have been erected by the City of Albany. The Department of Environment and Conservation have an old "Poison Risk Sign" along Norman's Beach Rd, and the community have also erected a few signs that they thought necessary.

**TABLE 2 Existing Signs within the Study Area.**

Location	Owner	Sign Wording
Corner of Norman's Beach Rd and Betty's Beach Rd	CoA	City of Albany Camping Cooking Fires Prohibited
North side of Norman's Beach Rd before camp site	DEC	Poison Risk Area Fox Baiting
Start of walk trail at Norman's Inlet camp site	CoA	Coastal rehabilitation Area. No Vehicles. Pedestrians please keep to pathway. Thank you for your cooperation.
Start of walk trail at Norman's Inlet camp site	CoA	Danger. Slippery Rocks. King Waves.
Norman's Inlet camp site (nailed to a tree)	Community	This place is used for swimming. Do not contaminate (no fish scraps, stones etc). "Enjoy".
East Bay camp site	CoA	City of Albany Camping Cooking Fires Prohibited
Top of hill to Betty's Beach	Community	Dangerous Coast. King Waves Kill.
Top of hill to Betty's Beach	CoA	Danger. Slippery Rocks. King Wave.
Betty's Beach	Community	Salmon Fishing Area 15 February – 30 April



### **1.6.5 Camp Sites**

A small grassed area at the end of East Bay Road, at the northern end of Two Peoples Bay, is used by the public for camping or day visits.

Camps have also been found in the area used by the commercial fishermen at Betty's Beach. Facilities at this location have been established by the commercial fishermen.

Camping also occurs at the end of Norman's Beach Road, on Norman's Inlet.

Camping in unauthorised areas appears to be limited to one area at the end of the North Point track. A vehicle track leads to a small clearing where people camp, and have camp fires. There is also a narrow walking trail that goes from the camp site down to the coastal rocks at North Point.

### **1.6.6 Boat Launching**

No boat ramps are provided within the study area. Small boats can be launched off the beach at East Bay, and at the Norman's Inlet camp site.

The commercial fishermen launch their boats off Betty's Beach using tractors. However, it is not advised that the general community use Betty's Beach for this purpose due to the steepness of the beach and the soft sand.

### **1.6.7 Walk Trails**

Visitors to the Betty's Beach Reserve can access Two Peoples Bay Beach via the East Bay camp site. There is also a small trail through the bush to North Point that goes down to the coastal rocks. Otherwise, visitors can walk along 4WD tracks or the roads.

At Norman's Inlet, there is a walk trail (approx 300 m in length) from the camp site to the Beach. This trail was closed to vehicle in 2004, due to the large amount of degradation that was occurring to this area. Large cement blocks were placed at the entrance of the track, and brush fencing was placed at various locations to assist in the rehabilitation of the site.

### **1.6.8 Vehicle Access**

Access to these reserves is via Betty's Beach Road, East Bay Road and Norman's Beach Road, all of which are gravel roads. These roads are maintained by the City of Albany on a regular basis. The *Environmental Code of Conduct for Works on Council Controlled Land* (City of Albany 2006) indicates the operating procedures under which maintenance work is undertaken.

Within Betty's Beach Reserve, there is one 4WD track that exits to the north off Betty's Beach Road before you get to Betty's Beach. This track goes around Boulder Hill to the outlet of a small creek, and then loops around the south eastern slope of a hill. The purpose of this looped track is unknown. This track is sandy with small granite boulders.

### **1.6.9 Commercial Fishing**

Commercial salmon fishermen operate from Betty's Beach each year between February and April. Five shacks and five long drop toilets have been built at Betty's Beach to accommodate the fishermen during this time. There are also a number of other small shelters to store equipment.

## **1.7 ENVIRONMENTALLY SENSITIVE AREAS**

### **1.7.1 *Phytophthora* Dieback Protectable Areas**

Mapping for *Phytophthora* Dieback Protectable Areas in Betty's Beach Reserve was undertaken in 2008 (Figure 8). More than half of the reserve (250.63 Ha) has been mapped as a "Dieback Protectable Area". A "Dieback Protectable Area" is defined as areas free from infestation of *Phytophthora cinnamomi* and due to natural drainage and topographical position, further autonomous spread of the disease into the area will be minimal.

The Department of Environment and Conservation (DEC) have various quadrants on the slopes of Boulder Hill and Boulder Hill East to monitor the spread of *Phytophthora* dieback. Boulder Hill East is one of the target areas for the DEC's Albany District Aerial Phosphite Spraying Program. Phosphite is used to allay the effect of *Phytophthora* dieback on significant plant communities.

### **1.7.2 Declared Rare & Priority Flora**

One species of Declared Rare Flora and six species of Priority Flora are listed on the Department of Environment and Conservation database for Betty's Beach Reserve. An additional nine Priority Flora species were recorded during the vegetation surveys conducted in 2008/09 by Libby Sandiford (Sandiford *pers comm*). Table 3 is a list of Declared Rare and Priority Flora for the study area from both of these sources. Appendix 2 describes the Categories of Declared Rare Flora and Priority Flora indicated in Table 3.

Most of these plants occur away from roads or tracks, and therefore do not have flora markers. Those plants that do occur near road verges have yellow "hockey stick" markers on ground, to alert workers of their presence to avoid plants being disturbed during road maintenance activities.

No Declared Rare Flora or Priority Flora have been recorded from the Norman's Inlet camp site or walk trail.

FIGURE 8



**TABLE 3 Declared Rare Flora and Priority Flora within the Study Area.**

SPECIES	CATEGORY	SOURCE OF DATA
<i>Andersonia jamesii</i>	P1	Sandiford <i>pers comm</i>
<i>Andersonia pinaster</i>	Rare	DEC, Sandiford <i>pers comm</i>
<i>Andersonia setifolia</i>	P3	DEC, Sandiford <i>pers comm</i>
<i>Banksia serra</i>	P4	Sandiford <i>pers comm</i>
<i>Billardiera drummondii</i>	P4	Sandiford <i>pers comm</i>
<i>Eucalyptus goniantha subsp goniantha</i>	P4	DEC, Sandiford <i>pers comm</i>
<i>Hakea tuberculata</i>	P3	Sandiford <i>pers comm</i>
<i>Leucopogon altissimus</i>	P3	Sandiford <i>pers comm</i>
<i>Melaleuca diosmifolia</i>	P3	DEC, Sandiford <i>pers comm</i>
<i>Pleurophascum occidentale</i>	P4	DEC
<i>Sphaerolobium pubescens</i>	P3	Sandiford <i>pers comm</i>
<i>Stylidium articulatum</i>	P2	DEC, Sandiford <i>pers comm</i>
<i>Stylidium falcatum</i>	P1	Sandiford <i>pers comm</i>
<i>Stylidium plantagineum</i>	P4	DEC, Sandiford <i>pers comm</i>
<i>Thomasia discolor</i>	P3	Sandiford <i>pers comm</i>
<i>Thomasia solancea</i>	P3	Sandiford <i>pers comm</i>

### 1.7.3 Priority Ecological Communities

A Priority Ecological Community exists in four patches within the study area, along Betty's Beach Rd Reserve, East Bay Rd Reserve and within Betty's Beach Reserve. A 'Priority Ecological Community' is a community that is proposed to be a 'Threatened Ecological Community', but has not yet been classified as 'threatened' by the Western Australian Minister for the Environment.

The priority ecological community is known as 'Open Low *Allocasuarina fraseriana* – *Eucalyptus staeri* woodland in association with *Banksia coccinea* thicket'. This community is restricted to only 33 fragmented occurrences covering a total of about 285 hectares and is considered to be important for the conservation of Western Australian's rich biological diversity. This community is highly sensitive to *Phytophthora* dieback.

Threatened Ecological Communities have a level of legal protection under Western Australian Law. Under the Western Australian *Environmental Protection Act 1986*, any clearing of native vegetation requires a permit unless done for an exempt purpose. Threatened Ecological Communities have been defined under the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*, as environmentally sensitive areas. Provisions in these regulations do not permit clearing within environmentally sensitive areas except under a specific permit.

### 1.7.4 Habitat for Threatened Fauna

As mentioned previously, six threatened fauna species are known to occur in the study area. These species have specific habitat requirements for shelter, breeding and feeding that need to be protected from threatening processes such as *Phytophthora* dieback and inappropriate

fire regimes, which can lead to structural and compositional changes to habitat. Other key threats include weed invasion causing habitat modification and predation by feral predators.

## **2 MANAGEMENT ISSUES AND ACTIONS**

### **2.1 Tenure and Purpose**

The Tenure of “Parkland and Recreation” is not appropriate for Betty’s Beach Reserve, given the current and future uses of the reserve.

**ACTION 1:** Change the tenure of Betty’s Beach Reserve to “Conservation, Recreation, Camping and Accommodation for Commercial Fishermen” with the City of Albany having the power to lease.

The tenure of the camp site at the end of Norman’s Beach Rd is not appropriate, given the current and future uses of this area.

**ACTION 2:** The last section of Norman’s Beach Rd is to be “closed” and the tenure changed to “Conservation, Recreation and Camping”.

### **2.2 Environmental Weeds**

The introduced grasses at the camp sites and commercial fishermen huts provide a cover for the ground which is important for stabilising the sand. Therefore, the grass should remain and should be mowed on a regular basis to ensure the areas look tidy, and to avoid the grasses from spreading into the adjacent bushland. Any introduced plants beyond these maintained areas will be monitored and controlled as required.

**ACTION 3:** City of Albany to mow the grass at the three camp sites three-monthly or on an as needs basis, in accordance with the City of Albany’s *Environmental Code of Conduct*.

**ACTION 4:** City of Albany to patrol reserves on an annual basis to identify and control any environmental weeds.

### **2.3 Introduced Fauna**

The City will not undertake any management actions regarding introduced fauna.

### **2.4 Fire Management**

There is currently no fire management plan and no active fire management within the study area. However, given that the majority of the reserve burnt in 2000, no prescribed burns are recommended at this stage, to allow the natural biodiversity of the areas burnt in 2000 to recover and mature. Given the high conservation values within Betty’s Beach Reserve, the preferred course of action in a wildfire event is to allow a fire to burn to the nearest road/track or firebreak for control, rather than pushing a bulldozer through the vegetation thus threatening these conservation values.

**ACTION 5:** No prescribed burns will be undertaken in Betty's Beach Reserve within the next 10 years, unless through consultation with the Department of Environment and Conservation, it is deemed appropriate.

**ACTION 6:** Liaise with the local bushfire brigade and the Department of Environment and Conservation regarding the preferred course of action in the event of a wildfire in Betty's Beach Reserve.

The firebreak along the northern boundary of Betty's Beach Reserve is overgrown, and the entrance is blocked by two rows of large rocks. Therefore, there is no vehicle access unless the rocks are removed and the vegetation is slashed.

**ACTION 7:** Remove rocks blocking entrance (rocks to the side of the entrance are to be retained) and install a locked gate at the entrance to the fire break along the northern boundary of the Reserve.

**ACTION 8:** Slash fire break along northern boundary of Betty's Beach Reserve and maintain the fire break on an as needs basis.

No active fire management is recommended for Norman's Inlet camp site and walk trail, given the area is only 2 ha in size. Also, there is a good access track into the site, and Inlet and beach access is in close proximity to the camp site and walk trail.

## **2.5 Facilities**

### **2.5.1 Toilets**

The two existing pit toilets should be removed as they are located too close to the beach at East Bay and at Norman's Inlet. There is a chance that the contents of the toilets could be leaching into the water. These toilets need to be replaced with composting toilets, and relocated further back from the water.

Composting toilets also need to be installed at Betty's Beach for use by the Commercial Fishermen and other members of the public. The Commercial Fishermen should then dismantle the pit toilets within their camp site (see Action 23).

**ACTION 9:** Install one composting toilet (one cubicle) at East Bay camp site, one composting toilet (one cubicle) at Norman's Inlet camp site and one composting toilet (three cubicles) at Betty's Beach. Ensure all toilets comply with all relevant Department of Health Regulations.

**ACTION 10:** Dismantle pit toilets at Norman's Inlet and East Bay camp sites once the composting toilets have been installed.

### **2.5.2 Bins**

The number of bins appears to be adequate.

**ACTION 11:** City of Albany to continue to service bins and toilets on a weekly basis.

### 2.5.3 Signs

A sign plan has been developed for the study area (Appendix 3). The aim of the sign plan is to minimise the number of signs, whilst also including all the information necessary to fully inform visitors about what activities are permitted in the Reserves, and to warn visitors of possible dangers. There is also the aim to standardise signage between different City of Albany reserves.

**ACTION 12:** Produce and install signs as per Sign Plan (Appendix 3).

### 2.6 Camp Sites

Members of the Manypeaks Progress Association have indicated that there is often no room for day-users to park at the East Bay camp site during peak periods, due to campers taking up all of the space available. It was also indicated that large caravans and mobile homes are often parked inappropriately, blocking beach access and views to other users.

Bollards are required at Norman's Inlet camp site to define the outside boundary of the areas to be actively used for camping and parking, to avoid encroachment on the surrounding native vegetation.

Since 2007, all camp sites have been patrolled by City of Albany Rangers on a weekly basis.

**ACTION 13:** Bollards to be installed and maintained to define day-use parking and camping areas at East Bay camp site. Also see Sign Plan (Appendix 3).

**ACTION 14:** Bollards to be installed and maintained to define the outside boundary of the camping and parking sites at Norman's Inlet camp site.

**ACTION 15:** Funding to be maintained to allow City of Albany Rangers to continue weekly patrols of all camp sites.

### 2.7 Boat Launching

No management actions recommended.

### 2.8 Walk Trails

Most of the Norman's Inlet walk trail is rehabilitating well, with many native plants naturally regenerating along the sides of the trail. However, the section of the trail that goes around the cliff at the mouth of the estuary is degraded, unstable and unsafe. It is recommended that an alternate access route to the beach be developed, and that people be discouraged from climbing around the cliff.

Some of the brush fencing is damaged, and some plants are growing over the trail.

**ACTION 16:** Prune over-hanging vegetation from an existing informal trail that goes to top of the hill behind the cliff at Norman's Beach, and construct a stairway down to the beach. Discourage people from accessing the cliff by allowing vegetation to grow over the track and by erecting brush fencing across entrance to track. Also see Sign Plan (Appendix 3).

**ACTION 17:** Repair brush fencing and prune over-hanging vegetation along the Norman's Inlet walk trail to better define the trail to be used.

## **2.9 Vehicle Access**

Betty's Beach Road, when constructed, was cut out of the sandy slope of Boulder Hill. As a consequence, the inside batter (upper side of road) is steep and exposed to erosion from water running off the slope of Boulder Hill above. This batter has been subject to erosion for years, but was badly damaged during the heavy rains experienced in November 2008, when the road surface was also badly damaged. The City of Albany repaired the road surface and in places filled the bottom of the batters with gravel (as these were large holes), but the sides of the batters and lengths of the table drains were left as bare white sand. These batters and associated table drains need to be stabilised to avoid on-going erosion.

In addition, Betty's Beach Rd is very wide, given there is very little traffic on the road. This is most likely due to routine grading operations gradually pushing gravel further off the road each time, as well as a result of road repair works (i.e. during flood events). Therefore, there is a need to prevent the further widening of this road.

**ACTION 18:** Improve drainage along Betty's Beach Rd and stabilise the inside batter and table drains. Encourage native vegetation to grow on the batters.

**ACTION 19:** Prevent any further widening of Betty's Beach Rd.

The track that goes around Boulder Hill was also badly damaged during the rain in November 2008. Severe gully erosion is occurring at many points along this track, as the water draining from the upper slopes of Boulder Hill is moving longitudinally down the track, and has a few run off points into the vegetation below. There is also erosion occurring downhill of the track at these run off points. Due to the high cost associated with repairing, stabilising, realigning and maintaining the track, and the fact that there isn't any infrastructure at the other end of the track, it is recommended that this track be closed, stabilised and rehabilitated. Access to Norman's Beach will need to be from Norman's Inlet walk trail.

**ACTION 20:** Close, stabilise and rehabilitate the Boulder Hill track. Also see Sign Plan (Appendix 3).

The track that goes towards North Point off Betty's Beach Rd is also showing signs of erosion due to heavy rainfall events.

**ACTION 21:** Repair and stabilise (i.e. drainage) the North Point track.

**ACTION 22:** City of Albany to continue to maintain all roads within the study area in accordance with the *Environmental Code of Conduct for Works on Council Controlled Land*.



## **2.10 Commercial Fishing**

A lease needs to be developed between the City of Albany and the commercial fishermen, as one does not currently exist. This is dependent upon the City gaining the power to lease the reserve, from the Department of Regional Development and Lands. A lease should cover the individual pads of the huts only. This will allow other members of the public to use the area and access the beach outside of the salmon fishing season. The care and maintenance of the huts will then be the responsibility of the commercial fishermen.

The lease should require the commercial fishermen to dismantle the pit toilets, and to use the new composting toilets that are to be installed and maintained by the City of Albany.

The lease will also require the fishermen to remove any unnecessary infrastructure and any rubbish from the site.

**ACTION 23:** Once the City of Albany has the “Power to Lease” Betty’s Beach Reserve (see Action 1), develop a lease with the commercial fishermen which covers the pads of the huts, and requires them to dismantle the pit toilets and to keep the area clear of extra infrastructure and other introduced materials.

## **2.11 Other Sites**

There are a number of other sites (Figure 3) within Betty’s Beach Reserve that have been disturbed for various reasons in the past. Each site is described below.

### **Site 1**

There is a track that loops off Betty’s Beach Rd, in the north-western corner of the reserve. The purpose of this track is unknown, and it does not appear to be used often. However, it has been used to dump soil and some rubbish. Fortunately, no weeds were recorded in this area, and it appears to be dieback free.

**ACTION 24:** Close track with a row of rocks at each entrance to discourage access and to allow track to regenerate.

**ACTION 25:** Do not remove soil, but remove any rubbish.

### **Site 2**

Appears to be a site where sand has been extracted. It is evident that some off road vehicle drivers enter the site to test their driving ability. Fortunately, no weeds were recorded in this area, and it appears to be dieback free. It appears to be stable, and is naturally regenerating with native plants.

**ACTION 26:** Prevent access to the site by placing a row of large rocks at the entrance, to allow the site to regenerate and to prevent the introduction of weeds or dieback.

### Site 3

Appears to be a site where gravel was extracted. It is rehabilitating well with native species. The site is currently being used to dump green waste and other rubbish. No weeds have been recorded. It appears to be infected with dieback.

**ACTION 27:** Remove the rubbish. Place rocks across entrance to discourage people from accessing the area, to prevent the introduction of weeds and the spread of dieback.

### Site 4

Appears to be a site where gravel was extracted. It is stable and regenerating well with native species. No weeds were recorded and dieback is evident in the eastern portion of this area. No actions recommended.

### Site 5

A small blowout about 10 m into the bush is stable and is regenerating with native plants. There is also a short track into the bush that does not seem to be necessary. It appears that it is used by vehicles, most likely due to drivers mistaking it as the entrance to track that goes around Boulder Hill.

**ACTION 28:** Prevent vehicle access to the false track to allow it to regenerate.

### Site 6

Track to North Point. Building material (e.g. guttering, tin and bricks) has been dumped along this track and along the regenerating track that runs parallel to Betty's Beach Rd. Rubbish is scattered around the area where people camp and two campfire sites have been set up. No weeds were recorded. There is evidence of dieback in this area.

**ACTION 29:** Remove rubbish and dismantle fireplaces on an as needs basis. Also see Sign Plan (Appendix 3).

### Site 7

Gravel pit along firebreak on northern boundary of Betty's Beach Reserve. The pit supports no vegetation as it has no topsoil and is compact. No top soil was located. However the site is stable and no weeds were recorded. Edges of the site are rehabilitating well with native plants.

The rehabilitation of this site is not seen as a priority at this stage given it is stable and no weeds are present.

No management actions recommended.

## **2.12 *Phytophthora* Dieback Management**

Given that there are no tracks or trails or other infrastructure within the Dieback Protectable Areas, the best management action for these areas is to do nothing in these areas (e.g. during fire management operations). It is imperative that no soil is brought into these areas, as this would cause the disease to spread. No signage is recommended as no one should go into these areas, unless they go “bush bashing” for whatever reason.

The Department of Environment and Conservation will continue to include areas of the Betty’s Beach Reserve in the *Phytophthora* Spraying Program to protect the Declared Rare Flora.

**ACTION 30:** No activities should be undertaken that will involve the introduction of soil into the “Dieback Protectable Area”.

## **2.13 Declared Rare & Priority Flora**

To ensure Declared Rare Flora remains undisturbed during road maintenance operations, it is necessary to make sure that the DRF markers on the side of the road remain in place.

**ACTION 31:** Conduct regular inspections to ensure the Declared Rare Flora “hockey stick” markers are in place.

## **2.14 Priority Ecological Communities**

To ensure the Priority Ecological Community remains undisturbed during road maintenance operations, it is necessary to make sure that the markers on the side of the road remain in place.

**ACTION 32:** Conduct regular inspections to ensure Priority Ecological Community “hockey stick” markers are in place.

# **3 IMPLEMENTATION**

## **3.1 Action Plan**

Table 4 lists all the management actions recommended in the Management Plan. It also indicates which department of the City of Albany is primarily responsible for the implementation of each management action, as well as provides guidance on the cost of each action.

**TABLE 4: Action Plan for Betty’s Beach Reserve Management Plan**

<b>No.</b>	<b>Management Action</b>	<b>Who to Action</b>	<b>Cost Estimate</b>
1	Change the tenure of Betty’s Beach Reserve to “Conservation, Recreation, Camping and Accommodation for Commercial Fishermen” with the City of Albany having the power to lease.	City Assets	Staff time
2	The last section of Norman’s Beach Rd is to be “closed” and the tenure changed to “Conservation, Recreation and Camping”.	City Assets	Staff time
3	City of Albany to mow the grass at the three camp sites three-monthly or on an as needs basis, in accordance with the City of Albany’s <i>Environmental Code of Conduct</i> .	City Works	Reserves Maintenance
4	City of Albany to patrol reserves on an annual basis to identify and control any environmental weeds.	City Works	Reserves Maintenance
5	No prescribed burns will be undertaken in Betty’s Beach Reserve within the next 10 years, unless through consultation with the Department of Environment and Conservation, it is deemed appropriate.	Development Services	None.
6	Liaise with the local bushfire brigade and the Department of Environment and Conservation regarding the preferred course of action in the event of a wildfire in Betty’s Beach Reserve.	City Assets	Staff time
7	Remove rocks blocking entrance (rocks to the side of the entrance are to be retained) and install a locked gate at the entrance to the fire break along the northern boundary of the Reserve.	City Works	\$1,000
8	Slash fire break along northern boundary of Betty’s Beach Reserve and maintain the fire break on an as needs basis.	Development Services	\$1,000
9	Install one composting toilet (one cubicle) at East Bay camp site, one composting toilet (one cubicle) at Norman’s Beach camp site and one composting toilet (three cubicles) at Betty’s Beach. Ensure all toilets comply with all relevant Department of Health Regulations.	City Assets and City Works	\$180,000
10	Dismantle pit toilets at Norman’s Beach and East Bay camp site once the composting toilets have been installed.	City Works	\$1,000
11	City of Albany to continue to service bins and toilets on a weekly basis.	City Assets	Asset Maintenance
12	Produce and install signs as per Sign Plan (Appendix 3).	City Assets	\$3,000
13	Bollards to be installed and maintained to define day-use parking areas at East Bay camp site.	City Works	\$1,500
14	Bollards to be installed and maintained to define the outside boundary of the camping and parking sites at Norman’s Inlet camp site.	City Works	\$1,500

15	Funding to be maintained to allow City of Albany Rangers to continue weekly patrols of all camp sites.	Development Services	Staff time
16	Prune over-hanging vegetation from an existing informal trail that goes to top of the hill behind the cliff at Normans Beach, and construct a stairway down to the beach. Discourage people from accessing the cliff by allowing vegetation to grow over the track and by erecting brush fencing across entrance to track.	Contractor or City Works	\$40,000
17	Repair brush fencing and prune over-hanging vegetation along the Norman's Inlet walk trail to better define the trail to be used.	City Works	Reserve Maintenance
18	Improve drainage along Betty's Beach Rd and stabilise the inside batter and table drains. Encourage native vegetation to grow on the batters.	City Works	Road Maintenance
19	Prevent any further widening of Betty's Beach Rd.	City Works	Road Maintenance
20	Close, stabilise and rehabilitate the Boulder Hill track.	City Works	\$25,000
21	Repair and stabilise (i.e. drainage) the North Point track.	City Works	Reserve Maintenance
22	City of Albany to continue to maintain all roads within the study area in accordance with the <i>Environmental Code of Conduct for Works on Council Controlled Land</i> .	City Works	Reserve Maintenance
23	Once the City has the "Power to Lease" Betty's Beach Reserve (see Action 1), develop a lease with the commercial fishermen which covers the pad of the huts, and requires them to dismantle the pits toilets and to keep the area clear of extra infrastructure and other introduced materials.	Customer Services	Staff time
24	Site 1: Close track with a row of rocks at each entrance to prevent access and to allow track to regenerate.	City Works	\$1,500
25	Site1: Do not remove soil, but remove any rubbish.	City Works	Reserve Maintenance
26	Site 2: Prevent access to the site by placing a row of large rocks at the entrance, to allow the site to regenerate and to prevent the introduction of weeds or dieback.	City Works	\$1,500
27	Site 3: Remove the rubbish. Place rocks across entrance to prevent people from accessing the area, to prevent the introduction of weeds and the spread of dieback.	City Works	Reserve Maintenance
28	Site 5: Prevent vehicle access to allow the false track it to regenerate.	City Works	\$1,500
29	Site 6: Remove rubbish and dismantle fireplaces on an as needs basis.	City Works	Reserve Maintenance
30	No activities should be undertaken that will involve the introduction of soil into the "Dieback Protectable Area".	City Works	No cost
31	Conduct regular inspections to ensure the Declared Rare Flora "hockey stick" markers are in place.	City Assets	Staff time
32	Conduct regular inspections to ensure Priority Ecological Community "hockey stick" markers are in place.	City Assets	Staff time

### 3.2 Review of Management Plan

Progress in addressing these Actions will be audited every 12 months (from adoption date), to ensure the implementation of the Plan is undertaken.

A major review of the plan will be undertaken five years post adoption by Council to determine if the Plan is still current or if it needs to be revised.

### REFERENCES

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**APPENDIX 1 LIST OF BIRDS FOR BETTY'S BEACH RESERVE AND  
NORMAN'S INLET AREA (BONDIN PERS COMM)**

<b>SCIENTIFIC NAME</b>	<b>COMMON NAME</b>
<i>Coturnix ypsilophora</i>	Brown Quail
<i>Biziura lobata</i>	Musk Duck
<i>Cygnus atratus</i>	Black Duck
<i>Anas superciliosa</i>	Pacific Black Duck
<i>Poliocephalus poliocephalus</i>	Hoary-headed Grebe
<i>Phaps chalcoptera</i>	Common Bronzewing
<i>Phaps elegans</i>	Brush Bronzewing
<i>Microcarbo melanoleucos</i>	Little Pied Cormorant
<i>Phalacrocorax carbo</i>	Great Cormorant
<i>Phalacrocorax varius</i>	Pied Cormorant
<i>Pelecanus conspicillatus</i>	Australian Pelican
<i>Platalea flavipes</i>	Yellow-billed Spoonbill
<i>Pandion cristatus</i>	Eastern Osprey
<i>Haliaeetus leucogaster</i>	White-bellied Sea-Eagle
<i>Haliaeetus sphenurus</i>	Whistling Kite
<i>Accipiter cirrhocephalus</i>	Collared Sparrowhawk
<i>Circus approximans</i>	Swamp Harrier
<i>Aquila audax</i>	Wedge-tailed Eagle
<i>Hieraaetus morphnoides</i>	Little Eagle
<i>Falco cenchroides</i>	Nankeen Kestrel
<i>Falco berigora</i>	Brown Falcon
<i>Porphyrio porphyrio</i>	Purple Swamphen
<i>Fulica atra</i>	Eurasian Coot
<i>Haematopus fuliginosus</i>	Sooty Oystercatcher
<i>Thinornis rubricollis</i>	Hooded Plover
<i>Actitis hypoleucos</i>	Common Sandpiper
<i>Hydroprogne caspia</i>	Caspian Tern
<i>Thalasseus bergii</i>	Crested Tern
<i>Larus pacificus</i>	Pacific Gull
<i>Chroicocephalus novaehollandiae</i>	Silver Gull
<i>Calyptorhynchus latirostris</i>	Carnaby's Black-Cockatoo
<i>Platycercus icterotis</i>	Western Rosella
<i>Barnardius zonarius</i>	Australian Ringneck
<i>Purpurephalus spurius</i>	Red-capped Parrot
<i>Neophema petrophila</i>	Rock Parrot
<i>Chalcites lucidus</i>	Shining Bronze-Cuckoo
<i>Cacomantis flabelliformis</i>	Fan-tailed Cuckoo
<i>Dacelo novaeguineae*</i>	Laughing Kookaburra*
<i>Tobiramphus sanctus</i>	Sacred Kingfisher
<i>Atrichornis clamosus</i>	Noisy Scrub-bird
<i>Malurus splendens</i>	Spendid Fairy-wren
<i>Malurus elegans</i>	Red-winged Fairy-wren
<i>Stipiturus malachurus</i>	Southern Emu-wren
<i>Dasyornis longirostris</i>	Western Bristlebird
<i>Sericornis frontalis</i>	White-browed Scubwren

<i>Calamanthus campestris</i>	Rufous Fieldwren
<i>Gerygone fusca</i>	Western Gerygone
<i>Acantiza inornata</i>	Western Thornbill
<i>Acanthiza chrysorrhoa</i>	Yellow-rumped Thornbill
<i>Pardalotus punctatus</i>	Spotted Pardolote
<i>Acanthorhynchus superciliosus</i>	Western Spinebill
<i>Anthochaera lunulata</i>	Western Wattlebird
<i>Anthochaera carnunculata</i>	Red Wattlebird
<i>Glyciphila melanops</i>	Tawny-crowned Honeyeater
<i>Lichmera indistincta</i>	Brown Honeyeater
<i>Phylidonyris novaehollandiae</i>	New Holland Honeyeater
<i>Phylidonyris niger</i>	White-cheeked Honeyeater
<i>Melithreptus linatus</i>	White-naped Honeyeater
<i>Psophodes nigrogularis</i>	Western Whipbird
<i>Coracina novaehollandiae</i>	Black-faced Cuckoo-shrike
<i>Pachycephala pectoralis</i>	Golden Whistler
<i>Colluricincla harmonica</i>	Grey Shrike-thrush
<i>Artamuscyanopterus</i>	Golden Whistler
<i>Cracticus torquatus</i>	Grey Butcherbird
<i>Cracticus tibicen</i>	Australian Magpie
<i>Strepera versicolor</i>	Grey Currawong
<i>Rhipidura albiscapa</i>	Grey Fantail
<i>Rhipidura leucophrys</i>	Willie Wagtail
<i>Corvus coronoides</i>	Australian Raven
<i>Petroica boodang</i>	Scarlet Robin
<i>Eopsaltria georgiana</i>	White-breasted Robin
<i>Zosterops lateralis</i>	Silvereye
<i>Hirundo neoxena</i>	Welcome Swallow
<i>Petrochelidon nigricans</i>	Tree Martin
<i>Stagonopleura oculata</i>	Red-eared Firetail
<i>Anthus navaeseelandiae</i>	Australian Pipit

Taxonomy based on Christides & Boles (2008).

Data based on surveys carried out by the Albany Bird Group for the Atlas of Australian Birds between 2000 – 2008.



**APPENDIX 2      CONSERVATION CODES FOR DECLARED RARE  
FLORA & PRIORITY FLORA IN WA.**

**R:      Declared Rare Flora - Extant Taxa**

Taxa which have been adequately searched for and are deemed to be in the wild either rare, in danger of extinction, or otherwise in need of special protection, and have been gazetted as such.

**X:      Declared Rare Flora - Presumed Extinct Taxa**

Taxa which have not been collected, or otherwise verified, over the past 50 years despite thorough searching, or of which all known wild populations have been destroyed more recently, and have been gazetted as such.

**1:      Priority One - Poorly known Taxa**

Taxa which are known from one or a few (generally <5) populations which are under threat, either due to small population size, or being on lands under immediate threat, e.g. road verges, urban areas, farmland, active mineral leases, etc., or the plants are under threat, e.g. from disease, grazing by feral animals, etc. May include taxa with threatened populations on protected lands. Such taxa are under consideration for declaration as 'rare flora', but are in urgent need of further survey.

**2:      Priority Two - Poorly Known Taxa**

Taxa which are known from one or a few (generally <5) populations, at least some of which are not believed to be under immediate threat (i.e. not currently endangered). Such taxa are under consideration for declaration as 'rare flora', but are in urgent need of further survey.

**3:      Priority Three - Poorly Known Taxa**

Taxa which are known from several populations, and the taxa are not believed to be under immediate threat (i.e. not currently endangered), either due to the number of known populations (generally >5), or known populations being large, and either widespread or protected. Such taxa are under consideration for declaration as 'rare flora' but are in need of further survey.

**4:      Priority Four - Rare Taxa**

Taxa which are considered to have been adequately surveyed and which, whilst being rare (in Australia), are not currently threatened by any identifiable factors. These taxa require monitoring every 5-10 years

**APPENDIX 3 SIGN PLAN FOR BETTY'S BEACH RESERVE AND NORMAN'S INLET**

<b>ACTION No.</b>	<b>ACTION</b>	<b>LOCATION</b>
12.1	Remove "Dangerous Coast. King Waves Kill" and "Danger. Slippery Rocks. King Waves" signs	Top of hill before Betty's Beach. <i>Note this will be replaced with standard location sign with same warnings.</i>
12.2	Commercial Fishermen to maintain "Salmon Fishing Area" sign.	Betty's Beach
12.3	Maintain "Fires Prohibited" signs.	Corner Norman's Inlet Rd and Betty's Beach Rd, and at East Bay camp site.
12.4	Erect "Road Closed" sign (with an explanation).	Where closed track intersects Betty's Beach Rd.
12.5	Erect "No large vehicles – steep descent/limited space" sign.	At corner of Betty's Beach Rd and East Bay Rd, so vehicles can turn around at intersection if needed.
12.6	Erect "Day Use Only" sign in designated area.	East Bay camp site
12.7	Erect small "No Camping" sign	End of North Point track
12.8	Erect small "No Fires" sign	End of North Point track
12.9	Install standard reserves signs, with location name, dos, don'ts and warnings.	Entrance to "Norman's Beach" camp site, "East Bay" camp site and "Betty's Beach".
12.10	Maintain "Coastal rehabilitation Area" sign.	Start of Norman's Inlet walk trail
12.11	Remove "Danger. Slippery Rocks. King Waves" signs	Start of Norman's Inlet walk trail
12.12	Erect "Beach Access" signs	Start of Normans Beach walk trail and part way along track where it veers away from cliff.
12.13	DEC to review need for "Poison Risk Area" sign	Norman's Beach Rd
12.14	DEC to install an information sign about the Potoroo enclosure that can be seen across inlet in Waychinicup National Park.	Norman's Inlet camp site.



**CITY OF ALBANY**  
**ASSET MANAGEMENT POLICY AND STRATEGY COMMITTEE MEETING**  
(MAN236/AM8011213)

Minutes for the meeting held at 3.00pm on Friday 19<sup>th</sup> February 2010  
in the Council Chambers

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**1.0 ATTENDANCES**

D Wolfe	Chairperson
R Hammond	Councillor
D Price	Councillor
R Sutton	Councillor
J Matla	Councillor
D Dufty	Councillor
D Bostock	Councillor
K Ketterer	Executive Director, Works & Services
L Crawford	Minute Taker

**2.0 APOLOGIES**

J Bostock	Councillor
M Evans	Mayor
M Leavesley	Councillor

Meeting commenced at 3pm.

**3.0 DECLARATION OF INTEREST**

Nil

**4.0 QUESTION/BRIEFING TIME**

EDWS provided the Committee with a brief on current issues / work being undertaken by the City, Staff or Contractors.

- **Peace Park**
  - Water reticulation system upgrade,
  - Storm water filtration system redesign – general questions were raised by Counsellor Sutton and Counsellor Hammond in terms of the Peace Park.
- **Emu Point Ablution Block**
  - Retender to be advertised Friday 26 February 2010 – 2 week period,
  - Alternate materials and designs to be accepted,
  - Car park and relocation of the electrical board to be finalised after relocation of the toilet

Item 15.4 continued.

- **Stidwell Trial re-alignment**
  - Design completed,
  - Construction, revegetation and clearing to be completed by end June 2010

- **ALAC II**
  - Contractor on site,
  - Small issues relating to pile foundation designs still being finalised
- **Designs for 2010/11 construction programme**
  - Mount Clarence Mounts – 90% hold point finalised – 100% due next week.
  - Pathways 1011 – 35% completed – 100% end March
  - Roads 1011 – 25% completed – 100% end April
  - Drainage – 10% completed – 100% end August
- **Hanrahan Road refuse site**
  - Leachate report due from consultants 23 February 2010
  - Design of remedial works to commence immediately thereafter
  - Small probability of construction being completed before winter commences.
- **Staffing Issues**
  - Design Engineer resigned – BIG gap in departmental capacity.
  - Advertising for Engineers next week Friday 26 February 2010
  - Similarly Project Managers in project office.

**5.0 CONFIRMATION OF MINUTES OF MEETING 18<sup>th</sup> December 2009**

**RECOMMENDATION**

**THAT the Minutes of the Asset Management Strategy and Policy Committee Meeting held on 18<sup>th</sup> December 2009, as previously distributed, be confirmed as a true and accurate record of proceedings.**

**MOVED COUNCILLOR PRICE  
SECONDED COUNCILLOR SUTTON**

**MOTION CARRIED 7-0**

**ITEMS FOR DISCUSSION**

**6.0 FINAL ADOPTION OF THE MIDDLETON BEACH MANAGEMENT PLAN**

**RECOMMENDATION**

- i. **THAT Council ADOPT the Middleton Beach Reserve Management Plan, dated January 2010, with the current amendments, as tabled; and**
- ii. **THAT the recommendations included in the Middleton Beach Reserve Management Plan be considered for prioritisation in the 2010/2011 budget.**

**MOVED COUNCILLOR PRICE  
SECONDED COUNCILLOR HAMMOND**

**MOTION CARRIED 7-0**

**7.0 FINAL ADOPTION OF THE BETTY'S BEACH RESERVE MANAGEMENT PLAN**

**RECOMMENDATION**

- i. **THAT Council ADOPT the Betty's Beach Reserve Management Plan, dated January 2010, with the current amendments, as tabled; and**
- ii. **THAT the recommendations included in the Betty's Beach Reserve Management Plan be considered for prioritisation in the 2010/2011**

**MOVED COUNCILLOR HAMMOND  
SECONDED COUNCILLOR DUFTY**

**MOTION CARRIED 7-0**

**8.0 REGIONAL FUNDING ALLOCATIONS**

The Committee condemned the report submitted by the EDWS.

**RECOMMENDATION**

Considering the contents of the above report, it is recommended that the Works and Services Strategy and Policy Committee recommend to Council that a delegation be formed to represent the City of Albany Council to meet with the Minister of Transport, Simon O'Brien as a matter of urgency to seek re-dress in terms of the capping arrangement relating to the allocation of funding for the Regional Road Group.

**MOVED COUNCILLOR HAMMOND  
SECONDED COUNCILLOR PRICE**

**MOTION CARRIED 7-0**

**9.0 WALGA INFO PAGES FOR INFORMATION ONLY, DISTRIBUTED TO ALL COMMITTEE MEMBERS.**

Info pages NOTED.

**10.0 CONFIDENTIAL ITEM FOR DISCUSSION – WATER CORPORATION JOINT VENTURE MANAGEMENT COSTS**

**RECOMMENDATION**

- i. THAT the committee note the contents of this report;
- ii. THAT the EDWS continue negotiations with Water Corporation regarding costs allocated to the JOINT VENTURE unto the City;
- iii. THAT this item is presented at the next Council meeting in March for consideration.

**MOVED COUNCILLOR HAMMOND  
SECONDED COUNCILLOR PRICE**

**MOTION CARRIED 7-0**

**11.0 LATE ITEM: DEFFERAL OF COUNTRY LOCAL GOVERNMENT FUNDING - ROYALTIES FOR REGIONS**

EDWS verbally elaborated & discussed.

**RECOMMENDATION**

- i. **THAT this late item be accepted and;**
- ii. **THAT the Council takes note of this letter and its contents;**
- iii. **THAT the EDWS be requested to apply for funding for the Building Asset Management Plan under the Royalties for Regions funding stream.**

**MOVED COUNCILLOR HAMMOND  
SECONDED COUNCILLOR DUFTY**

**MOTION CARRIED 7-0**

**12.0 MATTERS FOR CONSIDERATION AT NEXT COMMITTEE MEETING**

Nil

**14.0 CLOSURE OF MEETING**

The Chairperson declared the meeting closed at 4.20pm on Friday 19 February 2010.

Department of Local Government and Regional Development - Compliance Audit Return



## Albany - Compliance Audit Return 2009

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Regional Development together with a copy of section of relevant minutes.

<b>Caravan Parks and Camping Grounds</b>					
No	Reference	Question	Response	Comments	Respondent
1	s21(1) Caravan Parks and Camping Grounds Act 1995	Did the local government inspect each caravan park or camping ground in its district within the period 1 July 2008 to 30 June 2009.	Yes	All Caravan Parks were inspected.	Keith Barnett
2	Section 14(1) of the Caravans and Camping Grounds Act 1995	Did you keep a register of caravan park licenses. (For the return period)	Yes	Records kept in SynergySoft Health Module.	Keith Barnett

<b>Cemeteries</b>					
No	Reference	Question	Response	Comments	Respondent
1	s40(1)(a), (b) Cemeteries Act 1986	Has a register been maintained which contains details of all burials in the cemetery, including details of the names and descriptions of the deceased persons and location of the burial. (For the return period)	N/A	The City of Albany is not responsible for any cemeteries.	Stuart Jamieson
2	s40(1)(a), (b) Cemeteries Act 1986	Has a register been maintained which contains details of all grants of right of burial in the cemetery, including details of assignments or bequests of grants. (For the return period)	N/A	The City of Albany is not responsible for any cemeteries.	Stuart Jamieson
3	s40(2) Cemeteries Act 1986	Have plans been kept and maintained showing the location of all burials registered in as above.	N/A	The City of Albany is not responsible for any cemeteries.	Stuart Jamieson



Department of Local Government and Regional Development - Compliance Audit Return



<b>Commercial Enterprises by Local Governments</b>					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2009.	N/A		WP Madigan
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2009.	N/A	No major land transactions wer undertaken.	WP Madigan
3	s3.59(2)(a)(b)(c) F&G Reg 7,11	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2009.	N/A		WP Madigan
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2009.	N/A		WP Madigan
5	s3.59(5)	Did the Council, during 2009, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		WP Madigan

Department of Local Government and Regional Development - Compliance Audit Return



Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes	In writing and referenced in the Terms of Reference	Stuart Jamieson
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Stuart Jamieson
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes	File Ref: MAN122	Stuart Jamieson
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Stuart Jamieson
5	s5.18	Has Council reviewed delegations to its committees in the 2008/2009 financial year.	Yes		Stuart Jamieson
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Stuart Jamieson
7	s5.42(1)(2) Admin Reg 18	Were all delegations to the CEO resolved by an absolute majority.	Yes		Stuart Jamieson
8	s5.42(1)(2) Admin Reg 18	Were all delegations to the CEO in writing.	Yes	Detailed in the Council Minutes	Stuart Jamieson
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes	Distributed in hardcopy, email, and Records Management System.	Stuart Jamieson
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Stuart Jamieson
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes	File Ref: MAN122	Stuart Jamieson
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2008/2009 financial year.	Yes		Stuart Jamieson
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes	Reported to file and monthly elected information bulletin.	S Jamieson

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Robert Fenn
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes	Recorded in minutes.	Robert Fenn

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes	Recorded in minutes.	Robert Fenn
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Robert Fenn
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Robert Fenn
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2009.	Yes		Robert Fenn
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2009.	Yes		Robert Fenn
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Robert Fenn
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Robert Fenn
10	s5.88(1)(2) Admin Reg 2	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes	Records Management System File MAN081	Robert Fenn
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Robert Fenn
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Robert Fenn
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Robert Fenn
14	s5.66(b)	Did the person presiding at a meeting, on all occasions, when given a member's written financial interest disclosure by the CEO, bring its contents to the attention of persons present immediately before any matters to which the disclosure relates were discussed.	Yes		Robert Fenn

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No	Reference	Question	Response	Comments	Respondent
15	s5.71(a)	Did the CEO disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she had an interest in the matter to which the delegated power or duty related.	Yes		Robert Fenn
16	5.71(b)	Did an employee disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she had an interest in the matter to which the delegated power or duty related.	Yes		Robert Fenn
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Robert Fenn
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Stuart Jamieson
19	s5.66(a)	Did the CEO, on all occasions, where a council member gave written notice of a disclosure of interest before a meeting, cause that notice to be given to the person who presided at the meeting.	Yes		Stuart Jamieson
20	s5.71	On all occasions were delegated powers and duties not exercised by employees that had an interest in the matter to which the delegated power or duty related.	Yes		Robert Fenn

#### Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		Pamela Wignall
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes		Pamela Wignall

#### Elections

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
1	4.17(3)	Was approval sought from the Electoral Commissioner where council allowed a vacancy to remain unfilled as a result of a councillor's position becoming vacant under s2.32 and in accordance with s4.17(3)(a) & (b).	Yes	A request was made following the resignation of Cr D Wiseman on 17/02/2009 that the vacancy remain unfilled until the October 2009 Ordinary Elections. Approval was granted by the WAEC on 20/02/2009.	Stuart Jamieson
2	s4.20(2)	Did the local government appoint a person other than the CEO to be the returning officer of the local government for an election or all other elections held while that appointment applied, after having written agreement of the person concerned and the Electoral Commissioner.	Yes		Stuart Jamieson
3	s4.20(4)	Did the local government declare the electoral commissioner to be responsible for the conduct of an election, after having first obtained the written agreement of the electoral commissioner.	Yes		Stuart Jamieson
4	s4.20(5)	Where a declaration has not already been made, was a declaration made under s4.20(4) prior to the 80th day before election day.	N/A		Stuart Jamieson
5	s4.32(4)	Did the CEO, within 14 days after receiving a claim for enrolment, decide whether the claimant was eligible or not eligible under s4.30(1)(a)&(b) and accept or reject the claim accordingly.	Yes		Stuart Jamieson
6	s4.32(6) Elect Reg 13	Did the CEO record on all occasions the decision in the owners and occupiers register in accordance with Regulation 13 of the Local Government (Elections) Regulations 1997 and give written notice of the decision to the claimant without delay, for eligibility to enrol.	Yes		Stuart Jamieson
7	s4.35(2)	Did the CEO give written notice to the person before making a decision under subsection (1)(c) and allow 28 days for the person to make submissions on the matter.	Yes		Stuart Jamieson
8	s4.35(3)	Did the CEO, after making a decision under subsection (1)(c), give written notice of it to the person.	Yes		Stuart Jamieson
9	s4.35(5)	Did the CEO, on receipt of advice of the Electoral Commissioner's decision on an appeal, take any action necessary to give effect to that decision.	N/A		Stuart Jamieson
10	s4.35(6)	Did the CEO give written notice on all occasions to the person, where after considering submissions made under subsection 2, the CEO decided that the person was still eligible under s4.30 to be enrolled to vote at elections for the district or ward.	N/A		Stuart Jamieson

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No	Reference	Question	Response	Comments	Respondent
11	s4.35(7)	Did the CEO, on all occasions, record any decision under subsection (1) or (6) in the register referred to in section 4.32(6).	Yes		Stuart Jamieson
12	s4.39(2)	Did the CEO on or after the 70th day, but no later than the 56th day give statewide public notice of the time and date of the close of enrolments.	N/A	Statewide notice completed by the WAEC	Stuart Jamieson
13	s4.41(1)	Did the CEO prepare an owners and occupiers roll for the election on or before the 36th day before election day.	Yes		Stuart Jamieson
14	s4.41(2)	Did the CEO certify that the owners and occupiers roll included the names of all persons who were electors of the district or ward under s4.30 at the close of enrolments.	Yes		Stuart Jamieson
15	s4.43(1)	Where the CEO was returning officer (RO) and the rolls were not consolidated, did the RO delete the names of any person from the owners and occupiers roll whose name also appeared on the residents roll, on or before the 22nd day before election day.	N/A	Elections conducted by the WAEC	Stuart Jamieson
16	s4.47(1)	Where the CEO was returning officer (RO), did the RO give statewide public notice calling for nominations of candidates for the election on or after the 56th day but no later than the 45th day before election day.	N/A	Elections conducted by the WAEC	Stuart Jamieson
17	s4.47(2)(a)	Did the notice referred to in s4.47(1) calling for nominations specify the kind of election to be held and the vacancy or vacancies to be filled.	Yes	Elections conducted by the WAEC	Stuart Jamieson
18	s4.47(2)(b)	Did the notice referred to in s4.47(1) calling for nominations specify the place where nominations may be delivered or sent.	N/A	Elections conducted by the WAEC	Stuart Jamieson
19	s4.47(2)(c)	Did the notice referred to in s4.47(1) calling for nominations specify the period within which nominations have to be delivered or sent.	Yes	Elections conducted by the WAEC	Stuart Jamieson
20	s4.47(2)(d)	Did the notice referred to in s4.47(1) calling for nominations specify any other arrangements made for the receipt by the returning officer of nominations.	Yes		Stuart Jamieson
21	s4.61(2)	Did the Council of the local government, where it decided to conduct the election as a postal election, make that decision by absolute majority.	Yes		Stuart Jamieson
22	s4.61(3)	Where a decision was made under s4.61(2) and a relevant declaration had not already been made, was that decision made prior to the 80th day before election day.	Yes		Stuart Jamieson

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No	Reference	Question	Response	Comments	Respondent
23	s4.64	Where the CEO was returning officer (RO), did the RO give Statewide public notice (election notice) as soon as practicable after preparations for the election, but no later than on the 19th day before election day, in accordance with regulations that included details of how, when and where the election will be conducted and the names of the candidates.	N/A	Elections conducted by the WAEC	Stuart Jamieson
24	Elect Reg 7	Did a person, before acting as an electoral officer, make the required declaration as stated in local government election regulation 7.	Yes		Stuart Jamieson
25	Elect Reg 8(2)	Where the CEO was returning officer (RO), did the RO prepare and adopt a Code of Conduct for the 2009 Ordinary Elections.	N/A		Stuart Jamieson
26	Elect Reg 8(3)	Where the CEO was returning officer (RO), did the RO provide each electoral officer a copy or access to a copy of the electoral code of conduct for the 2009 Ordinary Elections.	N/A		Stuart Jamieson
27	Elect Reg 13(1)	Has the relevant information as listed in Election Reg 13 been recorded in the owners and occupiers register.	Yes		Stuart Jamieson
28	Elect Reg 13(4)	Did the CEO amend the register from time to time to make sure that the information recorded in it is accurate.	Yes		Stuart Jamieson
29	Elect Reg 17	Did the local government keep an enrolment eligibility claim form, if accepted, a copy of a notice of acceptance for 2 years after the claim and notice expired, and a copy of a notice of rejection for 2 years after the claim was rejected.	Yes	File MAN017	Stuart Jamieson
30	Elect Reg 26(4)	Did the CEO or an employee of the local government appointed as Returning Officer keep the deposit referred to in s4.49(d) separate from other money and credited to a fund of the local government.	Yes		Stuart Jamieson
31	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes	File MAN017	Stuart Jamieson
32	Elect Reg 30G(3)	Did the CEO remove any "disclosure of gifts" forms completed by unsuccessful candidates from the electoral gift register in accordance with the period under regulation 30C and retain those forms separately for a period of at least 2 years.	Yes		Stuart Jamieson
33	Elect Reg 30H	Has the electoral gift register been kept at the appropriate local government offices.	Yes	File MAN017	Stuart Jamieson

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
34	Elect Reg 40	Has a postal voters register been kept of electors whose applications are under regulation 37(1)(b) and are accepted under regulation 38(1), which contains the enrolment details of each elector included on it and any ward in respect of which the elector is registered.	Yes		Stuart Jamieson
35	Elect Reg 81	Was the report relating to an election under s4.79 provided to the Minister within 14 days after the declaration of the result of the election.	Yes		Stuart Jamieson

### Executive Functions

No	Reference	Question	Response	Comments	Respondent
1	s3.18(3)(a)	Has the local government satisfied itself that the services and facilities that it provides ensure integration and co-ordination of services and facilities between governments.	Yes		CEO Paul Richards
2	s3.32(1)	Was a notice of intended entry given to the owner or occupier of the land, premises or thing that had been entered.	Yes	Eg: nspection of shed at Lot 150 Henty Road, Kalgan	Robert Fenn
3	s3.50	Did the local government close a thoroughfare wholly or partially for a period not exceeding 4 weeks under the guidelines of 3.50.	Yes	Eg: To conduct public events such as the ANZAC Parade	Robert Fenn
4	s3.18(3)(b)	Has the local government satisfied itself that the services and facilities that it provides avoid unnecessary duplication of services or competition particularly with the private sector.	N/A	No activity undertaken in Development Services competes with the private sector	Robert Fenn
5	s3.18(3)(c)	Has the local government satisfied itself that the services and facilities that it provides ensure services and facilities are properly managed.	N/A	Development Services undertakes a regulatory role and does not manage or service facilities	Robert Fenn
6	s3.40A(1)	Where in the opinion of the local government a vehicle was an abandoned vehicle wreck, was it removed and impounded by an employee authorised (for that purpose) by the local government.	Yes		Robert Fenn
7	s3.40A(2)	Where the owner of the vehicle was identified within 7 days after its removal under s3.40A(1), did the local government give notice to that person advising that the vehicle may be collected from a place specified during such hours as are specified in the notice.	Yes		Robert Fenn
8	s3.40A(3)	Where notice was given under s3.40A(2) did it include a short statement of the effect of subsection (4)(b) and the effect of the relevant provisions of sections 3.46 and 3.47.	Yes		Robert Fenn



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No	Reference	Question	Response	Comments	Respondent
9	s3.51(3)	Did the local government give notice of what is proposed to be done giving details fo the proposal and inviting submissions from any person who wishes to make a submission and allow a reasonable time for submissions to be made and consider any submissions made.	N/A		Robert Fenn
10	s3.52(4)	Has the local government kept plans for the levels and alignments of public thoroughfares that are under its control or mangement, and made those plans available for public inspection.	Yes		Robert Fenn
11	s3.32(2)	Did the notice of intended entry specify the purpose for which the entry was required.	Yes		Robert Fenn
12	s3.32(3)	Was the notice of intended entry given not less than 24 hours before the power of entry was exercised.	Yes	Except for one incident (confiscation of restricted breed dog) where notice was served in the presence of police officer and the animal was taken for immediate impounding)	Robert Fenn

#### Finance

No	Reference	Question	Response	Comments	Respondent
1	s5.53, Admin Reg 19B	Has the local government prepared an annual report for the financial year ended 30 June 2009 that contained the prescribed information under the Act and Regulations.	Yes		Pamela Wignall
2	s5.54(1), (2)	Was the annual report accepted by absolute majority by the local government by 31 December 2009.	Yes		Pamela Wignall
3	s5.54(1), (2)	Where the Auditor's report was not available in time for acceptance by 31 December, was it accepted no more than two months after the Auditor's report was made available.	N/A		Pamela Wignall
4	s5.55	Did the CEO give local public notice of the availability of the annual report as soon as practicable after the local government accepted the report.	Yes		Pamela Wignall
5	S5.56 Admin Reg 19C(2)	Has the local government made a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).	Yes		Pamela Wignall
6	Admin Reg 19D	After a plan for the future, or modifications to a plan were adopted under regulation 19C, did the local government give public notice in accordance with subsection (2).	Yes		Pamela Wignall

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No	Reference	Question	Response	Comments	Respondent
7	s5.94, s5.95	Did the local government allow any person attending the local government during office hours to inspect information, free of charge, listed in s5.94 of the Act and subject to s5.95 whether or not the information was current at the time of inspection.	Yes		Pamela Wignall
8	s5.96	Where a person inspected information under Part 5, Division 7 of the Act and requested a copy of that information, did the local government ensure that copies were available at a price that did not exceed the cost of providing those copies.	Yes		Pamela Wignall
9	s5.98 Admin Reg 30	Was the fee made available to elected members for attending meetings within the prescribed range.	Yes		Pamela Wignall
10	s5.98 Admin Reg 31	Was the reimbursement of expenses to elected members within the prescribed ranges or as prescribed.	Yes		Pamela Wignall
11	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it resolved by absolute majority.	Yes		Pamela Wignall
12	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it up to (or below) the prescribed percentage of the annual local government allowance to which the mayor or president is entitled under section 5.98 (5).	Yes	Note: Fee was below.	Pamela Wignall
13	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it resolved by absolute majority.	Yes		Pamela Wignall
14	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it within the prescribed range.	Yes		Pamela Wignall
15	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it resolved by absolute majority.	Yes		Pamela Wignall
16	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it within the prescribed range.	Yes		Pamela Wignall
17	s5.100 (1)	Did the local government pay a fee for attending committee meetings only to a committee member who was a council member or employee.	N/A		Pamela Wignall

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No	Reference	Question	Response	Comments	Respondent
18	s5.100 (2)	Where the local government decided to reimburse a committee member, who was not a council member or employee, for an expense incurred by the person in relation to a matter affecting the local government, was it within the prescribe range.	N/A		Pamela Wignall
19	s6.2	Did Council, prior to 31 August in the review period, adopt by absolute majority, a budget in the form and manner prescribed by Financial Management (FM) Reg 22 and the Act. (Please enter the date of the Council Resolution in the "Comments" column)	Yes	21st July 2009.	Pamela Wignall
20	s6.2	If 'no', was Ministerial approval sought for an extension.	N/A		Pamela Wignall
21	s6.3	Did the council prepare and adopt a budget in a manner similar to the annual budget with modifications as listed in section 6.3.	Yes		Pamela Wignall
22	FM Reg 33	Was the 2009/2010 budget forwarded to the Department of Local Government and Regional Development within 30 days of its adoption. (Please enter the date sent in the "Comments" column).	No	Sent on 2/02/2010-the task was overlooked due to a change in staff.	Pamela Wignall
23	s6.4(1) FM Reg 34	Did the local government prepare an annual financial report as prescribed.	Yes		Pamela Wignall
24	s6.4(1) FM Reg 34	Did the local government prepare other financial reports as prescribed.	Yes		Pamela Wignall
25	FM Reg 34	If the local government prepared other financial reports as prescribed in s6.4 (1) FM Reg 34, were they presented to Council and recorded in the minutes of the meetings in which they were submitted.	Yes		Pamela Wignall
26	s6.4(3)(b)	Was the annual financial report, prepared for the financial year ended 30 June 2009, submitted to the Auditor by 30 September 2009 or by the extended time allowed by the Minister or his delegate.	Yes		Pamela Wignall
27	FM Reg 51(2)	Was the annual financial report submitted to the Department of Local Government and Regional Development sent by the CEO within 30 days after receiving the Auditor's report.	Yes		Pamela Wignall
28	s6.8	Was expenditure that the local government incurred from its municipal fund, but not included in its annual budget, authorised in advance on all occasions by absolute majority resolution.	Yes		Pamela Wignall
29	s6.8(1)(c)	Did the Mayor or President authorise expenditure from the municipal fund in an emergency. (Please indicate circumstances in the "Comments" column)	Yes		Pamela Wignall

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
30	s6.8	In relation to expenditure that the local government incurred from its municipal fund that was authorised in advance by the mayor or president in an emergency, was it reported on all occasions to the next ordinary meeting of council.	Yes		Pamela Wignall
31	s6.9 (1)	Does the local government's trust fund consist of all money (or the value of assets) that are required by the Local Government Act 1995 or any other written law to be credited to the fund.	Yes		Pamela Wignall
32	s6.9 (1)	Does the local government's trust fund consist of all money or the value of assets held by the local government in trust.	Yes		Pamela Wignall
33	s6.9(2)	Has the local government's trust fund been applied for the purposes of and in accordance with the trusts affecting it.	Yes		Pamela Wignall
34	s6.9(3)	Has money held in the trust fund, been paid to the person entitled to it, together with, if the money has been invested, any interest earned from that investment.	Yes		Pamela Wignall
35	s6.9(3)	Has property held in trust been delivered to the persons entitled to it.	Yes		Pamela Wignall
36	s6.11(2)	Have all decisions to change the use or purpose of money held in reserve funds been by absolute majority.	Yes		Pamela Wignall
37	s6.11(2) FM Reg 18	Did the local government give one months public notice of the proposed change of purpose or proposed use of money held in reserve funds . (Notice not required where the local government has disclosed the change of purpose or proposed use of reserve funds in its annual budget or where the money was used to meet expenditure authorised under s6.8(1) (c) of the Act or where the amount to be used did not exceed \$5,000).	Yes	proposed change of purpose submitted as part of the Annual Budget 2009/10.	Pamela Wignall
38	s6.12, 6.13, 6.16 (1),(3)	Did Council at the time of adopting its budget, determine the granting of a discount or other incentive for early payment by absolute majority.	Yes	For early payment of rates.	Pamela Wignall
39	s6.12, 6.13, 6.16 (1),(3)	Did Council determine the setting of an interest rate on money owing to Council by absolute majority.	Yes	Part of adoption of Budget	Pamela Wignall
40	s6.12, 6.13, 6.16 (1),(3)	Did Council determine to impose or amend a fee or charge for any goods or services provided by the local government by absolute majority. (Note: this applies to money other than rates and service charges).	No		Pamela Wignall

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
41	s6.17(3)	Were the fees or charges imposed for receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate, limited to the cost of providing the service or goods.	N/A		Pamela Wignall
42	s6.17(3)	Were the fees or charges imposed for any other service prescribed in section 6.16 (2)(f), limited to the cost of providing the service or goods.	N/A		Pamela Wignall
43	s6.19	After the budget was adopted, did the local government give local public notice for all fees and charges stating its intention to introduce the proposed fees or charges and the date from which it proposed to introduce the fees or charges.	Yes		Pamela Wignall
44	s6.20(2) FM Reg 20	On each occasion where the local government exercised the power to borrow and details of the proposal were not included in the annual budget for that financial year, did the local government give one month's local public notice of the proposal (except where the proposal was of a kind prescribed in FM Regulation 20).	N/A		Pamela Wignall
45	s6.20(2) FM Reg 20	On each occasion where the local government exercised the power to borrow, was the Council decision to exercise that power by absolute majority (Only required where the details of the proposal were not included in the annual budget for that financial year).	N/A		Pamela Wignall
46	s6.20(3) FM Reg 21	On each occasion where the local government changed the use of borrowings, did the local government give one month's local public notice of the change in purpose. (Only required if the details of the change of purpose were not included in the annual budget or were of the kind prescribed in FM Regulation 21).	N/A		Pamela Wignall
47	s6.20(3) FM Reg 21	On each occasion where the local government changed the use of borrowings, was the decision on the change of use by absolute majority. (Only required if the details of the change of purpose were not included in the annual budget or were of the kind prescribed in FM Regulation 21)	N/A		Pamela Wignall
48	s6.32(1)(a)	Did Council determine by absolute majority to impose a general rate on rateable land within its district .	Yes		Pamela Wignall
49	s6.32(1)(b)(i)	Did Council determine by absolute majority to impose a specified area rate on rateable land within its district .	N/A		Pamela Wignall

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
50	s6.32(1)(b)(ii)	Did Council determine by absolute majority to impose a minimum payment on rateable land within its district .	Yes		Pamela Wignall
51	s6.32(1)(c)	Did Council determine by absolute majority to impose a service charge on rateable land within its district .	N/A		Pamela Wignall
52	s6.33(3)	Did Council obtained the approval of the Minister or his delegate before it imposed a differential general rate that was more than twice the lowest differential rate imposed.	N/A		Pamela Wignall
53	s6.34	Did Council obtain the approval of the Minister or his delegate before it adopted a budget with a yield from general rates that was plus or minus 10% of the amount of the budget deficiency.	N/A		Pamela Wignall
54	s6.35(4) FM Reg 53	Did the local government ensure that it did not impose a minimum payment on more than 50% of the number of separately rated properties in the district (unless the general minimum did not exceed \$200).	Yes		Pamela Wignall
55	s6.35(4) FM Reg 53	Did the local government ensure that it did not impose a minimum payment on more than 50% of the number of separately rated properties, rated on gross rental value (unless the general minimum did not exceed \$200).	Yes		Pamela Wignall
56	s6.35(4) FM Reg 53	Did the local government ensure that it did not impose a minimum payment on more than 50% of the number of separately rated properties rated on unimproved value (unless the general minimum did not exceed \$200).	Yes		Pamela Wignall
57	s6.35(4) FM Reg 53	Did the local government ensure that it did not impose a minimum payment on more than 50% of the number of separately rated properties in each differential rating category (unless the general minimum did not exceed \$200).	Yes		Pamela Wignall
58	s6.36	Did the local government before imposing any differential general rate, or a minimum payment applying to a differential rate category, give local public notice of its intention to do so containing details of each rate or minimum proposed.	Yes		Pamela Wignall
59	s6.36	Did the local government, before imposing any differential general rate or a minimum payment applying to a differential rate category, give local public notice of its intention to do so by extending an invitation for a period of 21 days or longer for submissions.	Yes		Pamela Wignall

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
60	s6.36	Did the local government before imposing any differential general rate or a minimum payment applying to a differential rate category, give local public notice of its intention to do so, detailing the time and place where the document describing the objects and reasons for each proposed rate and minimum payment may be inspected.	Yes		Pamela Wignall
61	s6.38(1) 54 FM Reg	Where a local government imposed a service charge was it only imposed for a prescribed purposes of television and radio rebroadcasting, volunteer bush fire brigades, underground electricity, water, property surveillance and security.	N/A		Pamela Wignall
62	s6.38	Was money received from the imposition of a service charge applied in accordance with the provisions of s6.38 of the Act.	Yes		Pamela Wignall
63	s6.46	Did Council, in granting a discount or other incentive for early payment of any rate or service charge, do so by absolute majority.	Yes		Pamela Wignall
64	s6.47	When a local government resolved to waive a rate or service charge or grant other concessions did it do so by absolute majority.	Yes		Pamela Wignall
65	s6.51	Did Council, in setting an interest rate on a rate or service charge that remained unpaid, do so by absolute majority.	Yes		Pamela Wignall
66	S6.76(6)	Was the outcome of an objection under section 6.76(1) promptly conveyed to the person who made the objection including a statement of the local government's decision on the objection and its reasons for that decision.	N/A		Pamela Wignall
67	FM Reg 5	Has efficient systems and procedures been established by the CEO of a local government as listed in Finance Reg 5.	Yes		Pamela Wignall
68	FM Reg 6	Has the local government ensured that an employee to whom is delegated responsibility for the day to day accounting or financial management operations of a local government is not also delegated the responsibility for conducting an internal audit or reviewing the discharge of duties by that employee.	Yes		Pamela Wignall
69	FM Reg 8	Did the local government maintain a separate account with a bank or other financial institution for money to be held in a municipal fund, trust fund or reserve accounts.	Yes		Pamela Wignall
70	FM Reg 9	On all occasions have separate financial records been kept for each trading undertaking and each major land transaction.	Yes	No major land transactions conducted in the reporting period	Pamela Wignall

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
71	FM Reg 11(1)	Has the local government developed procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for and properly authorised use of cheques, credit cards, computer encryption devices and passwords, purchasing cards and other devices or methods by which goods, services, money or other benefits may be obtained.	Yes		Pamela Wignall
72	FM Reg 11(1)	Has the local government developed procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for and properly authorised use of petty cash systems.	Yes		Pamela Wignall
73	FM Reg 11(2)	Has the local government developed procedures that ensure a determination is made that the debt was incurred by a person who was properly authorised, before any approval for payment of an account is made.	Yes		Pamela Wignall
74	FM Reg 11(2)	Has the local government developed procedures that ensure a determination is made that the goods or services to which each account relates were provided in a satisfactory condition or to a satisfactory standard, before payment of the account.	Yes	Receipting Officer certifies statements/invoices and deliveries are physically checked against Purchase Orders	Pamela Wignall
75	FM Reg 12	Have payments from the Municipal or Trust fund been made under the appropriate delegated authority.	Yes		Pamela Wignall
76	FM Reg 12	When Council are presented with a list detailing the accounts to be paid, have payments from the Municipal or Trust fund been authorised in advance by resolution of Council.	N/A		Pamela Wignall
77	FM Reg 13	Did the list of payments made or accounts for approval to be paid from the Municipal or Trust fund that were recorded in the minutes of the relevant meeting include the payee's name.	Yes		Pamela Wignall
78	FM Reg 13	Did the list of payments made or accounts for approval to be paid from the Municipal or Trust fund, that were recorded in the minutes of the relevant meeting, include the amount of the payment.	Yes		Pamela Wignall
79	FM Reg 13	Did the list of payments made or accounts for approval to be paid from the Municipal or Trust fund that were recorded in the minutes of the relevant meeting, include sufficient information to identify the transaction.	Yes		Pamela Wignall
80	FM Reg 13	Did the list of accounts for approval to be paid from the Municipal or Trust fund that were recorded in the minutes of the relevant meeting, include the date of the meeting of Council.	Yes		Pamela Wignall



Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
81	FM Reg 19	Do the internal control procedures over investments established and documented by the local government enable the identification of the nature and location of all investments.	Yes		Pamela Wignall
82	FM Reg 33A	Did the local government, between 1 January and 31 March 2009, carry out a review of its annual budget for the year ended 30 June 2009.	Yes		Pamela Wignall
83	FM Reg 55	Does the local government's rate record include all particulars set out in the FM Regulations.	Yes		Pamela Wignall
84	FM Reg 56,57	Are the contents of the local government's rate notice in accordance with the FM Regulations.	Yes		Pamela Wignall
85	FM Reg 56,57	Are the contents of the local government's reminder notice for instalment payments in accordance with the FM Regulations.	Yes		Pamela Wignall
86	FM Reg 68	Was the maximum rate of interest imposed 5.5% as prescribed under section 6.45(3).	Yes		Pamela Wignall
87	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Pamela Wignall
88	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Pamela Wignall
89	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Pamela Wignall
90	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		Pamela Wignall
91	s7.3	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Pamela Wignall
92	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2009 received by the local government within 30 days of completion of the audit.	Yes		Pamela Wignall
93	s7.9(1)	Was the Auditor's report for 2008/2009 received by the local government by 31 December 2009.	Yes		Pamela Wignall
94	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Pamela Wignall

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
95	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Pamela Wignall
96	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Pamela Wignall
97	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Pamela Wignall
98	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Pamela Wignall
99	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Pamela Wignall
100	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Pamela Wignall
101	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Pamela Wignall

#### Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	Yes		Mark Weller
2	s5.36(4) s5.37(3)	Were all vacancies for the position of CEO and for designated senior employees advertised.	Yes		Mark Weller
3	s5.36(4) s5.37(3) Admin Reg 18A(1)	Did the local government advertise for the position of CEO and for designated senior employees in a newspaper circulated generally throughout the State.	Yes		Mark Weller
4	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the remuneration and benefits offered.	Yes		Mark Weller

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
5	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the place where applications for the position were to be submitted.	Yes		David Hughes
6	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees detail the date and time for closing of applications.	Yes		Mark Weller
7	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees indicate the duration of the proposed contract.	Yes		Mark Weller
8	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees provide contact details of a person to contact for further information.	Yes		Mark Weller
9	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A	CEO and ED's are designated senior employees. No recruitment or dismissals during this reporting period.	Mark Weller
10	s5.38	Was the performance of each employee, employed for a term of more than one year, (including the CEO and each senior employee), reviewed within the most recently completed 12 months of their term of employment.	No	Due to an organisational restructure 4 performance reviews of 251 were not completed.	Mark Weller
11	Admin Reg 18D	Where Council considered the CEO's performance review did it decide to accept the review with or without modification (if Council did not accept the review, the preferred answer is N/A & refer Q12).	N/A	CEO Performance Review initiated on 11/08/2009 pending finalisation in 2010.	Mark Weller
12	Admin Reg 18D	Where the Council considered the CEO's performance review, but decided not to accept the review, did it decide to reject the review (if Council accepted the review, the preferred answer is N/A refer Q11).	N/A		Mark Weller
13	s5.39	During the period covered by this Return, were written performance based contracts in place for the CEO and all designated senior employees who were employed since 1 July 1996.	Yes		Mark Weller
14	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date. This amount is the lesser of the value of one year's remuneration under the contract.	Yes		Mark Weller

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
15	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date and this amount is the lesser of the value of the remuneration they would be entitled to had the contract not been terminated.	Yes	The amount paid upon termination is variable, and dependant upon when during the course of the contract the termination occurs.	David Hughes
16	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the circumstances in which council would pay an additional amount to that which the employee is entitled under a contract or award.	N/A	Specified in the Enterprise Bargaining Agreement (EBA) instead of Policy.	David Hughes
17	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the manner of assessment of an additional amount.	N/A		Mark Weller
18	s5.50(2)	Did the local government give public notice on all occasions where council made a payment that was more than the additional amount set out in its policy.	N/A		Mark Weller
19	S5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of employees of the local government entitled to an annual salary of \$100,000 or more.	Yes		Mark Weller
20	S5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of those employees with an annual salary entitlement that falls within each band of \$10,000 and over \$100,000.	Yes		Mark Weller
21	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	Yes		Mark Weller
22	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	Yes		Mark Weller
23	Admin Reg 33	Was the allowance paid to the mayor or president for the purposes of s5.98 (5) within the prescribed range.	Yes		Mark Weller

**Local Laws**

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
1	s3.12(2) F&G Reg 3	On each occasion that Council resolved to make a local law, did the person presiding at the Council meeting give notice of the purpose and effect of each proposed local law in the manner prescribed in Functions and General Regulation 3.	Yes		Stuart Jamieson
2	s3.12(3)(a)	On each occasion that Council proposed to make a local law, did the local government give Statewide and local public notice stating the purpose and effect of the proposed local law	Yes		Stuart Jamieson
3	s3.12(3)(a)	Did the local government give Statewide and local public notice stating details of where a copy of the local law may be inspected or obtained.	Yes		Stuart Jamieson
4	s3.12(3)(b)	On all occasions, as soon as a Statewide and local public notice was published, did the local government provide a copy of the proposed law, together with a copy of the notice, to the Minister for Local Government and Regional Development	Yes		Stuart Jamieson
5	s3.12(3)(b)	On all occasions, as soon as a Statewide and local public notice was published, did the local government provide a copy of the proposed law, together with a copy of the notice where applicable, to the Minister who administers the Act under which the local law was made.	Yes		Stuart Jamieson
6	s3.12(4)	Have all Council's resolutions to make local laws been by absolute majority.	Yes		Stuart Jamieson
7	s3.12(4)	Have all Council's resolutions to make local laws been recorded as such in the minutes of the meeting.	Yes		Stuart Jamieson
8	s3.12(5)	After making the local law, did the local government publish the local law in the Gazette.	Yes		Stuart Jamieson
9	s3.12(5)	After making the local law, did the local government give a copy to the Minister for Local Government and Regional Development and where applicable to the Minister who administers the Act under which the local law was made.	Yes		Stuart Jamieson
10	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice stating the title of the local law.	Yes		Stuart Jamieson
11	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice summarising the purpose and effect of the local law and the day on which it came into operation.	Yes		Stuart Jamieson

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
12	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice advising that copies of the local law may be inspected or obtained from its office.	Yes		Stuart Jamieson
13	s3.16(1)	Have all reviews of local laws under section 3.16(1) of the Act been carried out within a period of 8 years.	No	Reviews initiated on all Local Laws, however, not finalised within the specified 8 year period.	Stuart Jamieson
14	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice stating that it intended to review the local law.	Yes		Stuart Jamieson
15	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice advising that a copy of the local law could be inspected or obtained at the place specified in the notice.	Yes		Stuart Jamieson
16	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice detailing the closing date for submissions about the local law.	Yes		Stuart Jamieson
17	s3.16(3)	Did the local government (after the last day for submissions) prepare a report of the review and have it submitted to Council.	Yes		Stuart Jamieson
18	s3.16(4)	Was the decision to repeal or amend a local law determined by absolute majority on all occasions.	Yes		Stuart Jamieson

#### Meeting Process

No	Reference	Question	Response	Comments	Respondent
1	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council was it by Council resolution.	Yes		Stuart Jamieson
2	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council, was it recorded in the minutes of the meeting at which the leave was granted.	Yes		Stuart Jamieson
3	s2.25(3)	Where Council refused to grant leave to a member from attending 6 or less consecutive ordinary meetings of Council, was the reason for refusal recorded in the minutes of the meeting.	N/A		Stuart Jamieson

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
4	s2.25(2)	Was Ministerial approval sought (on all occasions) before leave of absence was granted to an elected member in respect of more than 6 consecutive ordinary meetings of council.	N/A		Stuart Jamieson
5	s5.4	On all occasions when the mayor or president called an ordinary or special meeting of Council, was it done by notice to the CEO setting out the date and purpose of the proposed meeting;	Yes		Stuart Jamieson
6	s5.5	On all occasions when councillors called an ordinary or special meeting of Council was it called by at least 1/3 (one third) of the councillors, by notice to the CEO setting out the date and purpose of the proposed meeting.	N/A		Stuart Jamieson
7	s5.5(1)	Did the CEO give each council member at least 72 hours notice of the date, time, place and an agenda for each ordinary meeting of Council.	Yes		Stuart Jamieson
8	s5.5(2)	Did the CEO give each council member notice before the meeting, of the date, time, place and purpose of each special meeting of Council.	Yes		Stuart Jamieson
9	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member needed for a quorum at a Council meeting	N/A		Stuart Jamieson
10	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member required for absolute majorities.	N/A		Stuart Jamieson
11	s5.8	Did the local government ensure all Council committees (during the review period) were established by an absolute majority.	Yes		Stuart Jamieson
12	s5.10(1)(a)	Did the local government ensure all members of Council committees, during the review period, were appointed by an absolute majority (other than those persons appointed in accordance with section 5.10 (1)(b)).	Yes		Stuart Jamieson
13	s5.10(2)	Was each Council member given their entitlement during the review period, to be appointed as a committee member of at least one committee, as referred to in section 5.9(2)(a) & (b) of the Act.	Yes		Stuart Jamieson
14	s5.12(1)	Were Presiding members of committees elected by the members of the committees (from amongst themselves) in accordance with Schedule 2.3, Division 1 of the Act.	Yes		Stuart Jamieson

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
15	s5.12(2)	Were Deputy presiding members of committees elected by the members of the committee (from amongst themselves) in accordance with Schedule 2.3 Division 2 of the Act.	Yes		Stuart Jamieson
16	s5.15	Where the local government reduced a quorum of a committee meeting, was the decision made by absolute majority on each occasion.	N/A	Not exercised.	Stuart Jamieson
17	s5.21 (4)	When requested by a member of Council or committee, did the person presiding at a meeting ensure an individual vote or the vote of all members present, were recorded in the minutes.	Yes		Stuart Jamieson
18	s5.22(1)	Did the person presiding at a meeting of a Council or a committee ensure minutes were kept of the meeting's proceedings.	Yes		Stuart Jamieson
19	s5.22(2)(3)	Were the minutes of all Council and committee meetings submitted to the next ordinary meeting of Council or committee, as the case requires, for confirmation.	Yes		Stuart Jamieson
20	s5.22(2)(3)	Were the minutes of all Council and committee meetings signed to certify their confirmation by the person presiding at the meeting at which the minutes of Council or committee were confirmed.	Yes		Stuart Jamieson
21	s5.23 (1)	Were all council meetings open to members of the public (subject to section 5.23(2) of the Act).	Yes		Stuart Jamieson
22	s5.23 (1)	Were all meetings of committees to which a power or duty had been delegated open to members of the public (subject to section 5.23(2) of the Act).	Yes		Stuart Jamieson
23	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public, in accordance with the Act.	Yes		Stuart Jamieson
24	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public recorded in the minutes of that meeting.	Yes		Stuart Jamieson
25	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every ordinary meeting of Council.	Yes		Stuart Jamieson
26	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every special meeting of Council.	Yes		Stuart Jamieson



Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
27	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every meeting of a committee to which the local government has delegated a power or duty.	Yes		Stuart Jamieson
28	Admin Reg 8	Was a period of 30 minutes allowed from the advertised commencement time before any Council or committee was adjourned due to the lack of a quorum.	Yes	No council meeting adjourned due to lack of quorum. Strategy and Policy Committee Meeting was adjourned due to lack of quorum on one occasion.	Stuart Jamieson
29	Admin Reg 9	Was voting at Council or committee meetings conducted so that no vote was secret.	Yes	Results of the vote recorded in the minutes.	Stuart Jamieson
30	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in the case where an attempt to revoke or change the decision had been made within the previous 3 months but failed, by an absolute majority.	Yes		Stuart Jamieson
31	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in any other case, by at least one third of the number of officers of member (whether vacant or not) of the Council or committee.	Yes		Stuart Jamieson
32	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made (in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority), by that kind of majority.	Yes		Stuart Jamieson
33	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made in any other case, by an absolute majority.	Yes		Stuart Jamieson
34	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include the names of members present at the meeting.	Yes		Stuart Jamieson
35	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include where a member entered or left the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting.	Yes		Stuart Jamieson
36	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each motion moved at the meeting, including details of the mover and outcome of the motion.	Yes		Stuart Jamieson
37	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each decision made at the meeting.	Yes		Stuart Jamieson

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
38	Admin Reg 11	Did the contents of the minutes of all Council or committee meetings include, where the decision was significantly different from written recommendation of a committee or officer, written reasons for varying that decision.	Yes		Stuart Jamieson
39	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include a summary of each question raised by members of the public and a summary of the response given.	Yes		Stuart Jamieson
40	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include in relation to each disclosure made under sections 5.65 or 5.70, where the extent of the interest has been disclosed, the extent of the interest.	Yes		Stuart Jamieson
41	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of ordinary Council meetings.	Yes	In addition, local public notice was given prior to each ordinary council meeting in the Albany Advertiser and Weekender.	Stuart Jamieson
42	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of those committee meetings that were required under the Act to be open to the public or that were proposed to be open to the public.	Yes	Public notice was given prior to the committee meeting in both the Weekender and the Albany Advertiser.	Stuart Jamieson
43	Admin Reg 12(2)	Did the local government give local public notice of any changes to the dates, time or places referred to in the question above.	Yes	Local public notice and on the City of Albany website.	Stuart Jamieson
44	Admin Reg 12(3) (4)	In the CEO's opinion, where it was practicable, were all special meetings of Council (that were open to members of the public) advertised via local public notice.	Yes		Stuart Jamieson
45	Admin Reg 12(3) (4)	Did the notice referred to in the question above include details of the date, time, place and purpose of the special meeting.	Yes		Stuart Jamieson
46	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all Council meetings within 10 business days after the Council meetings.	Yes	Published on City of Albany Website and available in hard copy at Library and North Road Administration Building	Stuart Jamieson
47	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all committee meetings within 5 business days after the committee meetings.	Yes	Published on the City of Albany website and available in hard copy at the Library and North Road Administration Building.	Stuart Jamieson
48	Admin Reg 14(1) (2)	Were notice papers, agenda and other documents relating to any Council or committee meeting, (other than those referred to in Admin Reg 14(2)) made available for public inspection.	Yes		Stuart Jamieson

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
49	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (by means of audio, telephone or other instantaneous contact) as provided for in Administration Regulation 14A, did the Council approve of the arrangement by absolute majority.	N/A		Stuart Jamieson
50	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (as provided for in Administration Regulation 14A) was the person in a suitable place as defined in Administration Regulation 14A(4)	N/A		Stuart Jamieson
51	s5.27(2)	Was the annual general meeting of electors held within 56 days of the local government's acceptance of the annual report for the previous financial year.	Yes		Stuart Jamieson
52	s5.29	Did the CEO convene all electors' meetings by giving at least 14 days local public notice and each Council member at least 14 days notice of the date, time, place and purpose of the meeting.	Yes		Stuart Jamieson
53	s5.32	Did the CEO ensure the minutes of all electors' meetings were kept and made available for public inspection before the Council meeting at which decisions made at the electors' meeting were first considered.	Yes		Stuart Jamieson
54	s5.33(1)	Were all decisions made at all electors' meetings considered at the next ordinary Council meeting, or, if not practicable, at the first ordinary Council meeting after that, or at a special meeting called for that purpose.	Yes	No decisions made.	Stuart Jamieson
55	s5.33(2)	Were the reasons for Council decisions in response to decisions made at all electors' meetings recorded in the minutes of the appropriate Council meeting.	Yes		Stuart Jamieson
56	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes	File MAN202	Stuart Jamieson

Department of Local Government and Regional Development - Compliance Audit Return



Miscellaneous Provisions					
No	Reference	Question	Response	Comments	Respondent
1	s9.4	Has each person who received an unfavourable decision from Council, or from an employee of the local government exercising delegated authority, (that is appealable under Part 9 of the Act) been informed of his or her right to object and appeal against the decision.	Yes		CEO Paul Richards
2	s9.29(2)(b)	On all occasions, were those employees who represented the local government in court proceedings, appointed in writing by the CEO.	Yes		CEO Paul Richards
3	s9.6(5)	Did the local government ensure that the person who made the objection was given notice in writing of how it has been decided to dispose of the objection and the reasons why.	Yes		Stuart Jamieson

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A	CEO is the complaints officer.	Stuart Jamieson
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes	File: MAN225. Held in CEO's office.	Stuart Jamieson
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Stuart Jamieson
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Stuart Jamieson
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Stuart Jamieson
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes		Stuart Jamieson

Department of Local Government and Regional Development - Compliance Audit Return



Swimming Pools					
No	Reference	Question	Response	Comments	Respondent
1	s245A(5)(aa) LG (MiscProv) Act 1960	Have inspections of known private swimming pools, either been, or are proposed to be, carried out as required by section 245A(5)(aa) of the Local Government (Miscellaneous Provisions) Act 1960.	N/A	All swimming pools due to be inspected in 2010.	Keith Barnett

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Shelley Pepper
2	F&G Reg 12	Has the local government, as far as it is aware, only entered into a single contract rather than multiple contracts so as to avoid the requirements to call tenders in accordance with F&G Reg 11 (1).	Yes		Shelley Pepper
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Shelley Pepper
4	F&G Reg 14(3)	Did all the local government's invitations to tender include a brief description of the goods and services required and contact details for a person from whom more detailed information could be obtained about the tender.	Yes		Shelley Pepper
5	F&G Reg 14(3)	Did all the local government's invitations to tender include information as to where and how tenders could be submitted.	Yes		Shelley Pepper
6	F&G Reg 14(3)	Did all the local government's invitations to tender include the date and time after which tenders would not be accepted.	Yes		Shelley Pepper
7	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers concerning detailed specifications of the goods or services required.	Yes		Shelley Pepper
8	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers of the criteria for deciding which tender would be accepted.	Yes		Shelley Pepper

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
9	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers about whether or not the local government had decided to submit a tender.	Yes		Shelley Pepper
10	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers on whether or not tenders were allowed to be submitted by facsimile or other electronic means and if so, how tenders were to be submitted.	Yes		Shelley Pepper
11	F&G Reg 14(3)(4)	Did the local government ensure all prospective tenderers had any other information that should be disclosed to those interested in submitting a tender.	Yes		Shelley Pepper
12	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Shelley Pepper
13	F&G Reg 15	Following the publication of the notice inviting tenders, did the local government allow a minimum of 14 days for tenders to be submitted.	Yes		Shelley Pepper
14	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) were held in safe custody.	Yes		Shelley Pepper
15	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) remained confidential.	Yes		Shelley Pepper
16	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were not opened, examined or assessed until after the time nominated for closure of tenders.	Yes		Shelley Pepper
17	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were opened by one or more employees of the local government or a person authorised by the CEO.	Yes		Shelley Pepper
18	F&G Reg 16 (3)(b)	Did the local government ensure members of the public were not excluded when tenders were opened.	Yes		Shelley Pepper
19	F&G Reg 16 (3)(c)	Did the local government record all details of the tender (except the consideration sought) in the tender register immediately after opening.	Yes		Shelley Pepper
20	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Shelley Pepper

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
21	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Shelley Pepper
22	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a brief description of the goods or services required.	Yes		Shelley Pepper
23	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of the decision made to invite tenders and if applicable the decision to seek expressions of interest under Regulation 21(1).	No	Register amended to include this information on 10/02/2010.	Stuart Jamieson
24	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of any notice by which expressions of interest from prospective tenderers were sought and any person who submitted an expression of interest.	Yes		Shelley Pepper
25	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) any list of acceptable tenderers that was prepared under regulation 23(4)	N/A		Shelley Pepper
26	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a copy of the notice of invitation to tender.	Yes		Shelley Pepper
27	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of each tenderer whose tender was opened.	Yes		Shelley Pepper
28	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of the successful tenderer.	Yes		Shelley Pepper
29	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the amount of consideration or the summary of the amount of the consideration sought in the accepted tender.	Yes		Shelley Pepper
30	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Shelley Pepper
31	F&G Reg 21(3)	On each occasion that the local government decided to invite prospective tenderers to submit an expression of interest for the supply of goods or services, did the local government issue a Statewide public notice.	Yes		Shelley Pepper

Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
32	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include a brief description of the goods and services required.	Yes		Shelley Pepper
33	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include particulars of a person from whom more detailed information could be obtained.	Yes		Shelley Pepper
34	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include information as to where and how expressions of interest could be submitted.	Yes		Shelley Pepper
35	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include the date and time after which expressions of interest would not be accepted.	Yes		Shelley Pepper
36	F&G Reg 22	Following the publication of the notice inviting expressions of interest, did the local government allow a minimum of 14 days for the submission of expressions of interest.	Yes		Shelley Pepper
37	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	Yes		Shelley Pepper
38	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes		Shelley Pepper
39	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes		Shelley Pepper
40	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government prepare a proposed regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Shelley Pepper
41	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government give Statewide public notice of its intention to have a regional price preference policy and include in that notice the region to which the policy is to relate (only if a policy had not been previously adopted by Council).	N/A	Initially adopted by Council 16/04/02	Shelley Pepper
42	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice details of where a complete copy of the proposed policy may be obtained (only if a policy had not been previously adopted by Council).	N/A		Shelley Pepper



Department of Local Government and Regional Development - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
43	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice a statement inviting submissions commenting on the proposed policy, together with a closing date of not less than 4 weeks for those submissions (only if a policy had not been previously adopted by Council).	N/A		Shelley Pepper
44	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government make a copy of the proposed regional price preference policy available for public inspection in accordance with the notice (only if a policy had not been previously adopted by Council).	N/A		Shelley Pepper
45	F&G Reg 11A(1)	Has the local government prepared and adopted a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less or worth \$100,000 or less.	Yes		Shelley Pepper
46	F&G Reg 11A(3)(a)	Did the purchasing policy that was prepared and adopted make provision in respect of the form of quotations acceptable.	Yes		Shelley Pepper
47	F&G Reg 11(3)(b)	Did the purchasing policy that was prepared and adopted make provision in respect to the recording and retention of written information, or documents for all quotations received and all purchases made.	Yes		Shelley Pepper

I certify this Compliance Audit return has been adopted by Council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor / President, Albany

\_\_\_\_\_  
Signed CEO, Albany



**CORPORATE STRATEGY AND GOVERNANCE  
STRATEGY AND POLICY COMMITTEE  
MAN234 AM8011068**

**MINUTES**

for the meeting held at 3.30pm on Thursday, 18<sup>th</sup> February 2010  
in the Council Chambers

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**Terms of Reference:**

**Executive Officer:** Chief Executive Officer

*The role of strategy and policy Committees is to enable elected members to make recommendations to Council on the preparation, adoption, review and performance of policies, strategies, business plans, local laws and other corporate and or strategic, documentation.*

**Responsibilities:** Human Resource Management, Organisational Development, Corporate Strategy, Customer Service, Information Technology, General governance – delegations, code of conduct, standing orders, meetings framework, Civic and ceremonial matters.

The presiding member declared the meeting open at: [3:34:11 PM](#)

**1.0 ATTENDANCE:**

**Councillors:**

Mayor	Milton Evans, JP (Member)
Frederickstown Ward	D Price (Chairperson - Member)
Kalgan Ward	M Leavesley (Deputy Chair Member)
West Ward	D Dufty (Deputy – Voting Rights)
West Ward	D Wolfe (Member)
Yakamia Ward	J Matla (Member)

**Staff:**

Chief Executive Officer	P Richards
Executive Manager Business Governance	S Jamieson (Minutes)

**Apologies/Leave of Absence:**

Breaksea Ward	R Hammond (Member)
Assistant Business Governance Officer (Minutes)	J Williamson

**2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**ITEM: 2.0 – COMMITTEE RECOMMENDATION**

**MOVED COUNCILLOR LEAVESLEY  
SECONDED COUNCILLOR WOLFE**

**THAT the minutes of the Corporate Strategy and Governance Strategy and Policy Committee meeting held on 21 JAN 10 be RECEIVED.**

**MOTION CARRIED 6-0**

**3.0 DISCLOSURE OF INTEREST**

Nil

**4.0 CEO UPDATE**

CEO presented an overview of the strategic assessment document distributed under CEO – IN – CONFIDENCE.

[3:37:22 PM](#)

**ITEM: 4.0 - COMMITTEE RECOMMENDATION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: MAYOR EVANS  
SECONDED: COUNCILLOR WOLFE**

**THAT Council RECEIVE the Strategic Assessment Document distributed under CONFIDENTIAL cover in accordance with 5.23(c) of the Local Government Act 1995, being: a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;**

**MOTION CARRIED 6-0**

## 5.0 ITEMS FOR DISCUSSION

[4:18:10 PM](#)

**ITEM NUMBER:** 5.1  
**ITEM TITLE:** ENTERTAINMENT AND ELECTED MEMBER ATTENDANCE AT CONFERENCES POLICIES

### THE NATURE OF COUNCIL'S ROLE IN THIS MATTER:

**Executive Function:** Council setting strategic direction and overseeing the operational functions of the City.

<b>File Number (Name of Ward)</b>	:	MAN 234 (All Wards)
<b>Summary of Key Points</b>	:	Adopt Council Entertainment and the Elected Member attendance at Conferences Policies
<b>Reporting Officer(s)</b>	:	Executive Manager Business Governance (S Jamieson)
<b>Disclosure of Interest</b>	:	Nil
<b>Previous Reference</b>	:	Committee meeting 17/09/2009 Committee meeting 21/01/2010 OCM 19/09/06 Item 14.2.2 (Elected member attendance at conferences)
<b>Consulted References</b>	:	City of Darwin – Entertainment Policy City of Toowoomba – Entertainment Policy

### BACKGROUND

At the 17 Sep 2009 meeting, staff were requested to draft a Councillor Entertainment Policy. At the 19 Jan 2010 Ordinary Council meeting staff were requested to bring the Policy back for review prior to adoption.

At the 21 Jan 2010 committee meeting, the committee resolved to:

*“THAT Committee defer the Policy until the next meeting, and that staff work to combine both this Policy and the Elected Member Attendance at Conferences Policy”*

Reason: To allow the Committee more time to review the policy and either combine with, or cross reference, the current City of Albany Refreshment and Entertainment Policy.

After discussion amongst the committee, it was decided that the committee make a recommendation that staff work to combine both the Refreshment and Entertainment Policy and the Elected Member Attendance at Conferences Policy, and remove reference from both policies to staff.

### DISCUSSION

The City of Albany currently does not have an entertainment policy.

Elected Member Attendance at Conferences was adopted by Council on the 19 Sep 2006. The objective of this policy is to facilitate the attendance of elected members at conferences and seminars that have relevance to the City of Albany and will aid their professional development

Item 5.1 continued.

**PUBLIC CONSULTATION / ENGAGEMENT**

Nil

**GOVERNMENT CONSULTATION**

Review of other Local Government Policies Australia wide was conducted.

**STATUTORY IMPLICATIONS**

The Local Government (Financial Management) Regulations 1996 recommends that Councils should adopt policies that outline financial management principles which govern expenditure.

**FINANCIAL IMPLICATIONS**

The adoption of these policies will ensure that expenditure is in line with Council policy and not made on a discretionary adhoc basis.

This applies to both policies.

**STRATEGIC IMPLICATIONS & ALIGNMENT TO CORPORATE PLAN**

Priority Goals and Objectives. Goal 4: Governance ... The City of Albany will be an industry leader in good governance and service delivery.

**POLICY IMPLICATIONS**

Both policies define the principles governing expenditure on entertainment, hospitality and travel, which will ensure that public monies are utilised prudently and appropriately.

**ALTERNATE OPTIONS & LEGAL IMPLICATIONS**

- a. Adopt the proposed Policies;
- b. Reject the proposed Policies;
- c. Combine the proposed Policies; or
- d. Cross Reference the proposed Policies.

Item 5.1 continued.

**SUMMARY CONCLUSION**

Option D, is the recommended course of action, as both policies are unique.

ITEM: 5.1 – OFFICER RECOMMENDATION

THAT Council ADOPT the City of Albany Refreshment and Entertainment Policy, (Attachment B); AND

THAT Council ADOPT the Reviewed Elected Member Attendance at Conferences Policy (Attachment C).

EMBG (S Jamieson) advised the committee that the policies could be combined and recommended that further workshopping was required in consultation with the committee.

The committee discussed the proposed policies and recommended that the policy is combined and presented to the next committee meeting.

**ITEM: 5.1 –COMMITTEE RECOMMENDATION**

**MOVED COUNCILLOR WOLFE  
SECONDED COUNCILLOR DUFTY**

**THAT the committee continue to workshop combining the City of Albany Refreshment and Entertainment Policy and Reviewed Elected Member Attendance at Conferences Policy.**

**MOTION CARRIED 6-0**

**ITEM NUMBER: 5.2**

**ITEM TITLE: REVIEW OF THE CORPORATE STRATEGY AND GOVERNANCE  
STRATEGY AND POLICY COMMITTEE MEETING FRAMEWORK**

The committee directed that Item 5.2 is deferred to the March 2010 committee meeting.

**6.0 CORRESPONDENCE**

The Committee received the following correspondence.

- Lincolns Resignation Letter – ICR8096957 dated 28 January 2010. Please be advised that the Current Auditor of the City of Albany has resigned from the 01 July 2009.
- Minister for Department of Local Government Letter - ICR8097329 dated 03 February 2010, response to request for inquiry into the affairs of the City.

GEO advised committee the tender for the provision of auditing services to the City of Albany closes on Wednesday 24 Feb 10.

Item 6.0 continued.

The tender submission will be presented to Audit Committee on Friday 26 Feb 10 and a an Audit Committee Recommendation for appointment will be presented to the March 10, Ordinary Council meeting for adoption.

**ITEM: 6.0 – COMMITTEE RECOMMENDATION**

**MOVED COUNCILLOR WOLFE  
SECONDED MAYOR EVANS**

**The following correspondence:**

- **Lincolns Resignation Letter – ICR8096957**
- **Minister of Local Government Letter - ICR8097329**

**be RECEIVED by the committee.**

**MOTION CARRIED 6-0**

**7.0 ITEMS TO BE DISCUSSED AT NEXT MEETING**

- Review of the Corporate Strategy and Governance Strategy and Policy Committee meeting framework policy.
- Review of the Entertainment and Elected Member attendance at Conferences Policies.

**8.0 DATE OF NEXT MEETING**

Thursday, 18<sup>th</sup> March 2010, at 3.30pm or as advised by committee.

**9.0 CLOSURE OF MEETING**

There being no further business to discuss, the chair declared the meeting closed at [4:52:14 PM](#)

**Attachments:**

- A. Strategic Assessment (Distributed Under Cover of CEO-IN-CONFIDENCE) - [MAN234/AM8011068](#)
- B. City of Albany – Draft Refreshment and Entertainment Policy
- C. Council Policy - Elected Member Attendance at Conferences, can be sourced at: <http://intranet.albany.wa.gov.au/search/download.php?id=849>
- D. Council Policy – Governance and Meeting Framework Policy, can be sourced at: <http://intranet.albany.wa.gov.au/search/download.php?id=850>
- E. Minister of Local Government Letter - ICR8097329 dated 03 February 2010
- F. Lincolns Resignation Letter – ICR8096957 dated 28 January 2010

Attachment B to  
Committee minutes  
Dated 18 Feb 10



## Council Policy

# **Refreshment and Entertainment Policy (Draft)**



**Version Control**

<b>Version</b>	<b>Date</b>	<b>Status</b>	<b>Distribution</b>	<b>Comment</b>
01	17/12/09	Draft/Reviewed	Governance Committee	Draft presented to committee for comment.

**Table of Contents**

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## **1.0 Objective**

- (1) The City of Albany may approve expenditure for entertainment and refreshments in the conduct of office Council Business, for designated Council sponsored meetings and events.
- (2) This policy is not intended for use with normal daily business; but rather for special situations or occasions, as determined by the Mayor or delegate.

## **2.0 Scope**

This policy relates to expenditure by Council for entertainment and hospitality, providing guidelines for both Councillors and Council officers

## **3.0 Definitions**

### **Entertainment of hospitality service:**

- (a) a service provided by the local government for entertaining members of the public for promoting an initiative or project of the local government;
- (b) the provision of food or beverages by the local government:
  - i) to a person visiting the local government in an official capacity;  
or
  - ii) for a conference or meeting held by the local government for its councillors, employees or other persons;  
or
  - iii) for a seminar, course, workshop or another forum provided by the local government for its councillors, employees or other persons;
- (c) attendance by a councillor or employee of the local government at a function:
  - i) as part of the councillor's or employee's official duties or obligations as a councillor or employee of the local government; and
  - ii) for which an amount is charged to the local government for attending the function.

## **4.0 Policy Statement**

This policy documents the principles governing expenditure on entertainment and hospitality which will ensure that public monies are utilised prudently and appropriately.

### **4.1 Principles**

- (1) All entertainment and hospitality expenditure must be incurred in the public interest. This means that the councillor or council officer authorising the expenditure must confirm that the expenditure will benefit the public generally or facilitate Council business.
- (2) The amount spent on entertaining and hospitality must be reasonable, having regards to the benefit to the Council or the public.
- (3) The expenditure must be provided for in a budget and must be authorised in accordance with the Council's normal accounting procedures and with the specific additional requirements of this policy.

### **4.2 Hospitality provided to Council Employees**

- (1) Council may meet the cost of food and non-alcoholic drinks provided to employees in the following circumstances:
  - (a) A light meal may be provided for employees who are required to work during a meal time and an alternative meal break is not available. This includes committee and working group meetings, and conferences, seminars and training sessions where the cost is met by Council.
  - (b) If the employee is required to attend a meeting or other function attended by non-employees, and food and drink is provided for all attendees under this policy.
  - (c) If the employee is working at premises remote from the normal place of work so that normal arrangements for a particular meal are not available.
- (2) Alcoholic drinks may not be provided for employees except where the employee attends a function at which alcoholic drinks are provided for non-employees under this policy. As employees at such a function represent the Council, they must only consume a reasonable amount of alcohol. The Code of Conduct for Employees should be considered in conjunction with this policy.

### **4.3 Hospitality and Entertainment for Councillors**

Councillors may claim hospitality costs on the same basis as employees.

### **4.4 Training Courses, Meetings, and Other Functions**

- (1) When a training course, meeting or other function is arranged and employees or visitors will be present during a normal meal period, Council may make refreshments available.
- (2) Refreshments are to be reasonable in relation to the purpose and nature of the event and the expected attendees.

- (3) Alcohol may only be provided at a function if it has been approved by the Mayor or the Chief Executive Officer prior to the function. Alcohol must not be provided during training courses or meetings arranged by the Council.
- (4) If an employee attends a training course, meeting or other function not arranged by the Council but at Council cost, the Council may pay for meals (including alcoholic drinks) if they are included in an overall cost for the event or are provided at meals which are an integral part of the event.

## **5.0 Legislative and Strategic Context**

- (1) The Local Government (Financial Management) Regulations 1996 recommends that Councils should adopt policies that outline financial management principles which govern expenditure.
- (2) This item directly relates to the following elements from the Albany Insight ~ Beyond 2020 Corporate Plan Goal 4: Governance ... The City of Albany will be an industry leader in good governance and service delivery.

## **6.0 Review Position and Date**

Manager Finance to review on or before 30/06/2010.

## **7.0 Associated Documents**

Nil



Attachment C  
to  
Committee

## Council Policy

# **Elected Member Attendance at Conferences**

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**Revision Status**

<b>Revision No</b>	<b>Status</b>	<b>Distribution</b>	<b>Issue Date</b>	<b>Comment</b>
01	Adopted	All Councillors	19/02/08	OCM 19 Sep 06, Item 14.2.2
02	Reformat	Register	20/10/09	Formatting Only

## 1. Objective

To facilitate the attendance of elected members at conferences and seminars that are of relevance to the City of Albany and will aid in their professional development.

## 2. Scope

The registration and attendance at any conference or seminar by the Mayor or Councillors of the City of Albany, including all related travel and expenses.

## 3. Definitions

<b>Act</b>		The Local Government Act 1995, as amended.
<b>Advisory Standing Committee</b>	<b>or</b>	A Committee of the City of Albany established pursuant to Section 5.8 of the Local Government Act 1995 (as amended).
<b>Award</b>		Public Service Award 1992, as amended.
<b>Conference</b>		Any conference, convention, forum, information session, meeting, study tour, training session or workshop, or similar activity as determined by the Chief Executive Officer.
<b>Elected Member</b>		All Councillors and the Mayor.
<b>Partner</b>		Either spouse or defacto partner.
<b>Regulations</b>		The Local Government (Administration) Regulations 1996, as amended.
<b>South West Land Division</b>		Areas 1, 2 and 3 as defined in the attached District Allowance Map
<b>WALGA</b>		Western Australian Local Government Association

## 4. Policy Statement

Attendance at conferences by elected members is critical in ensuring that they remain abreast of contemporary practices in local government and special interest areas ie economic development, civil construction and town planning, that impact upon the delivery of services provided by the City.

It is recognised that often registration lead times to attend such conferences are limited and prevent attendance where the Council's prior approval may be required. This policy seeks to ensure that elected members can register and attend conferences that are of relevance to the strategic direction of the City and within existing budget allocations.

The Mayor is entitled to attend any conference within Australia that he or she determines is appropriate, in consultation with the Chief Executive Officer;

The Chairman of each Advisory or Standing Committee is entitled to attend one (1) annual or major conference within Australia each year that is relevant to the purpose of the Advisory or Standing Committee;

Each Councillor is entitled to attend the WALGA 'Local Government Week' conference annually;

Each Councillor is entitled to attend conferences, held within the South West Land Division, subject to no more than four (4) Councillors attending at any one time;

Each Councillor is entitled to attend two (2) conferences outside of the South West Land Division in each 4-year term, that are of relevance to the City's strategic objectives. This entitlement is not cumulative and is re-established at the commencement of each term;

All of the above entitlements are mutually exclusive of one another;

Any conference not within the scope of the above entitlements is to be the subject of a request seeking the approval of the Council.

All expenses are to be administered as follows:

<b>Expense Type</b>	<b>Extent of expense payable by City of Albany</b>	<b>Comments</b>
Accommodation, meals, refreshments and direct expenses	All reasonable expenses.	All arrangements and purchase orders to be made by the Administration. All reasonable expenses will be reimbursed upon provision of receipts or credit card statements.
Travel Expenses	100%	All arrangements and purchase orders to be made by the Administration. All reasonable expenses will be reimbursed upon provision of receipts or credit card statements.
Partner Expenses	Attendance at conference dinner	All registrations and purchase orders to be made by the Administration. Elected members to provide declaration of partner expenses, for subsequent invoicing.
Accommodation Allowance	In accordance with Schedule I, Clause 9 of the Award	Where elected members choose to not stay in hotel / motel accommodation.



## 5. Legislative and Strategic Context

Local Government Act 1995

Local Government (Administration) Regulations 1996

Public Service Award 1992

### **Mission Statement:**

The City of Albany will always be renowned for...our commitment to training and development.

At all times we will...

- Actively keep abreast of best practice;
- Value and develop our people; and
- Seek innovative approaches.

## 6. Review Position and Date

Chief Executive Officer to review on or before 30/6/2009

## 7. Associated Documents

Nil.



Attachment D  
to  
Committee



## Council Policy

# Governance and Meeting Framework

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### Revision Status

Revision No	Status	Distribution	Issue Date	Comment
01	Adopted	Council minutes Item 14.2.1	19/02/08	
02	Amended	Council minutes Item 16.1 & 16.3	21/10/08	Appointment of alternate deputies and ward seniority.
03	Amended	Council minutes Item 16.1	21/04/09	Defined meeting day/times for policy and strategy committees.

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## 1.0 Objective

To provide a functional, transparent and legally compliant meetings framework that serves to:

- Engage elected members in policy and strategy development from concept through to adoption.
- Facilitate opportunity for elected members to drive Council's policy and strategy agenda with the assistance and collaboration of Council officers.
- Provide elected members with accurate, relevant and topical information upon which to make decisions and undertake their roles.
- Provide Council officers with a robust, contemporary and effective suite of Council management documents upon which to exercise delegated function or present advice and recommendation to Council for their determination.
- Capitalise upon the skills, knowledge and enthusiasm of community members who sit on Council advisory committees.

## 2.0 Scope

Council meetings and briefings, strategy and policy committees and their meetings, occasional and advisory committees and their meetings.

## 3.0 Definitions

<b>Council Management Documents</b>	Policies, strategies, business plans, local laws and other corporate documents used in guiding, informing and regulating Council's decision making processes.
<b>Ordinary Council Meeting</b>	Council's principal decision making forum.
<b>Agenda Briefing</b>	A forum for Elected Members, officers, applicants, proponents and the public to ask questions and seek explanation on all matters contained within the Council agenda papers for discussion at the Ordinary Council meeting.
<b>Concept Briefing</b>	A forum for Elected Members, Council officers and stakeholder organisations to exchange information on major issues and complex matters.
<b>Strategy and Policy Committee Meeting</b>	A committee of 6 councillors, each representing a different ward and the Mayor, who make recommendations to Council on policies, strategies, business plans, local laws and other corporate and strategic documents relevant to their demarcated responsibilities.
<b>Occasional Committees</b>	A committee of elected members making recommendations to Council on specific issues as provided for in their terms of reference.
<b>Advisory Committee</b>	A committee of elected members and community members making recommendations to Council on specific issues as provided for in their terms of reference.

## 4.0 Policy Statement

### 4.1 Ordinary Council Meetings

Ordinary Council meetings are the principal forum in which decisions are made by the Council, the peak decision making body of the City of Albany comprising of the Mayor and 12 Councillors representing 6 wards. Meetings are conducted on the third Tuesday of the month commencing at 7pm and held in the North Road Civic Administration Centre.

Agendas for the meetings are to be issued to elected members no later than 2pm on the first Friday of the month.

Conduct at ordinary Council meetings must comply with the City of Albany Standing Orders Local Law and minutes will be recorded in accordance with the provisions of Section 5.22 of the Local Government Act 1995. The meetings are open to the public unless dealing with confidential matters as prescribed in the Act.

### 4.2 Agenda Briefings

Agenda briefings are conducted on the second Tuesday of the month commencing at 6pm and held in the North Road Civic Administration Centre. The meetings are open to the public unless dealing with confidential matters as prescribed in the Local Government Act 1995.

The role of the agenda briefing is to provide elected members, Council officers, agenda item proponents and members of the public with the opportunity to ask questions and provide information on individual agenda items.

Agenda Briefings are generally less formal than Ordinary Council meetings. Elected members and Council officers may remain seated when addressing the chair and interaction between elected members and agenda item proponents through the chair is encouraged.

Conduct at Agenda Briefings must comply with Local Government Operational Guideline No. 5 – Council Forums, with the following specific requirements.

- The meeting is to be chaired as per Ordinary Council Meeting.
- All discussion shall be directed through the chair.
- Business is limited to matters on the agenda for the Ordinary Council Meeting.
- Debating, collective decision making or revelation of one's intention on how they will vote is not permitted.
- All financial, indirect financial, and proximity interests shall be disclosed in accordance with Part 5 Division 6 of the Local Government Act 1995 as they apply to ordinary Council meetings.

- Persons disclosing these interests must leave the Council Chamber for the duration of discussion on the matter in which they have declared an interest. There is no opportunity to seek permission to remain in the Council Chamber.
- Impartiality interests shall be declared in accordance with the Council Code of Conduct.
- A general record is to be kept of the agenda briefing noting attendance, requests for further information, alternate motions and interests declared.

### 4.3 Strategy and Policy Committees

Strategy and policy committees are the principal vehicle in which elected members and Council officers can develop and review the management documents necessary to guide and regulate decision making.

All decisions, whether made under delegated authority or by motion of Council based upon advice from officers, should be arrived at after the careful application of the management document i.e. policy, strategy, business plan, local law or other instrument relevant to the matter under consideration.

The development and review of these management documents to ensure relevance, compliance, and reasonableness is therefore critical in achieving sound decision making and good governance.

The role of strategy and policy Committees is to enable elected members to make recommendations to Council on the preparation, adoption, review and performance of policies, strategies, business plans, local laws and other corporate and or strategic, documentation.

Membership of a committee shall comprise of 6 Councillors all from a different ward with the corresponding ward councillor being their deputy. The Mayor may sit on each committee.

### 4.4 Appointment of Deputy Committee Members to the Policy and Strategy Committees

The Council may appoint one or more persons to be the deputy or deputies to act on behalf of a member of a committee whenever that member is unable to be present at a meeting.

In the event that the member and first deputy are unavailable, Ward seniority determines the alternate deputy.

The deputy is entitled to attend the meeting in place of the member and act for the member, and while so acting has all the powers of that member.



#### 4.5 Ward Seniority for the purpose of selecting alternate deputies

In the event that a deputy is unavailable an alternate deputy (proxy) is selected in the following ward order (alphabetical):

- a. BREAKSEA Ward
- b. FREDERICKSTOWN Ward
- c. KALGAN Ward
- d. VANCOUVER Ward
- e. WEST Ward
- f. YAKAMIA Ward

The committees must meet at least once every three months. It is anticipated that some committees may meet very regularly and some others not so. Meeting regularity will depend on the volume of business to transact.

#### 4.6 Strategy and Policy committee meeting times

The four strategy and policy committee meetings are to meet in the same week as the Ordinary Council meeting in the following order:

- a. The Planning and Environment Strategy & Policy Committee to meet on the Thursday immediately following the Ordinary Council meeting at 1pm;
- b. The Corporate Strategy and Governance Strategy & Policy Committee to meet on the Thursday immediately following the Ordinary Council meeting at 4.00pm;
- c. The Economic and Community Development Strategy & Policy Committee to meet on the Friday immediately following the Ordinary Council meeting at 1pm; and
- d. The Asset Management and City Services Strategy and Policy Committee to meet on the Friday immediately following the Ordinary Council meeting at 4pm.

Conduct at strategy and policy meetings must comply with the City of Albany Standing Orders Local Law and minutes will be recorded in accordance with the provisions of Section 5.22 of the Local Government Act 1995. The meetings will be closed to the public.

#### 4.7 Strategy and Policy committee responsibilities

The following table demarcates committee responsibilities:

##### 4.7.1 Planning and Environment

Executive Officer: Executive Director of Development Services

- Urban and Regional Planning
- Environmental Health
- Building Control
- Ranger Services
- Fire Control

## 4.7.2 Community and Economic Development

Executive Officer: Executive Director of Corporate and Community Services.

- Economic Development
- Tourism
- City Events
- Recreation Planning
- Youth and Seniors
- Aboriginal Accord
- Community Arts
- Community Service Units – ALAC, Library, Day Care, Town Hall Theatre, Princess Royal Forts, Vancouver Arts Centre.

## 4.7.3 Corporate Strategy and Governance

Executive Officer: Chief Executive Officer

- Human Resource Management
- Organisational Development
- Corporate Strategy
- Customer Service
- Information Technology
- General governance – delegations, code of conduct, standing orders, meetings framework.
- Civic and ceremonial matters.

## 4.7.4 Asset Management and City Services

Executive Officer: Executive Director Works and Services

- Asset Master Planning – reserves, pathways, roads, drainage, municipal buildings
- Fleet Management
- Purchasing and contract management
- Airport
- Waste Management
- Raw Materials
- Property Leasing

## 4.8 Concept Briefings

Concept briefings will be convened on an occasional basis as a forum for information exchange between elected members, Council officers and City stakeholders such as Government Departments, Politicians, Community Organisations and major corporations on matters of general but significant community interest.

It is not the role of concept briefings to deal with the exchange of information on specific matters that will be subject to Council debate and deliberation at an ordinary Council meeting as that is the role of the agenda briefing.

Concept briefings will be convened either by the Mayor, Chief Executive Officer or as directed by Council, generally on Tuesday, Wednesdays and Thursdays with three clear

working days notice being given. 5pm is the preferred meeting time with 12.30pm being the second preference.

Conduct at concept briefings must comply with Local Government Operational Guideline No. 5 – Council Forums, with the following specific requirements.

- The meeting is to be chaired as per the Ordinary Council Meeting.
- All discussion shall be directed through the chair.
- Discussion is limited to the subject on the agenda.
- Debating, collective decision making or revelation of ones intention on how they will vote on any matter is not permitted.
- All financial, indirect financial, and proximity interests shall be disclosed in accordance with Part 5 Division 6 of the Local Government Act 1995 as they apply to ordinary Council meetings.
- Persons disclosing these interests must leave the Council Chamber for the duration of discussion on the matter in which they have declared an interest. There is no opportunity to seek permission to remain in the Council Chamber.
- Impartiality interests shall be declared in accordance with the Council Code of Conduct.
- Time limit is 2 hours.
- A general record is to be kept of the concept briefing noting attendance, requests for further information and interests declared.

#### 4.9 Occasional Committees (elected members only)

The following occasional committees comprise of elected members only. They provide recommendations to Council in line with their terms of reference. Occasional committees meet as and when required as determined by the committee members or Council.

- **Audit Committee:** To review the annual financial statements with the external auditor prior to Council adoption of annual accounts.
- **Chief Executive Officers Performance Appraisal Committee:** To review the performance of the CEO after summarising individual Councillor Feedback.
- **Community Financial Assistance Committee:** To administer the Community Financial Assistance Program.
- **Finance Strategy Committee:** To oversee the preparation of the 5 Year Business Plan and Long Term Financial Sustainability Plan.
- **Service Complaint Internal Review Committee:** To review unresolved service complaints.
- **Streetscape Committee:** To oversee the development and implementation of the City's streetscape strategy.
- **Premiers Australia Day Active Citizenship Award Committee:** To consider nominations for the Citizen of the Year Award.

#### 4.10 Advisory Committees (Community and elected members)

The following advisory committees comprise of elected members and community members. They provide recommendations to Council in line with their terms of reference. Advisory committees meet as and when required as determined by committee members or Council.

- **Aboriginal Accord Advisory Committee:** *To coordinate, implement and monitor the Aboriginal Accord Agreement.*
- **Airport Users Group:** *To oversee all services provided at the airport.*
- **Bushfire Management Committee:** *Review decisions of the Bushfire Advisory Committee and advise on Bush Fires Act matters.*
- **Bushcarers Advisory Committee:** *To coordinate external assistance and resources to community bush care groups.*
- **Cultural Development Advisory Committee:** *To oversee the broader strategic direction of arts and culture in Albany.*
- **Local Emergency Management Committee:** *To ensure local emergency management arrangements are established in the City.*
- **Seniors Advisory Committee:** *To provide a consultative forum for Seniors' issues.*
- **Tourism Marketing Advisory Committee:** *To facilitate the preparation and implementation of the Tourism Marketing Plan.*
- **Town Hall Theatre Advisory Committee:** *To advise on the future direction of the Town Hall Theatre*
- **Youth Advisory Committee:** *To provide a consultative forum for Youth issues.*

#### 5.0 Legislative and Strategic Context

Division 2, Part 5 of the Local Government 1995 deals with Council Meetings, committees and their meetings.

For the purposes of Section 5.98 (2) of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, Section 32 (1) (c) and 32 (2), travel and child care cost are reimbursable in full for attendance at all meetings and briefings provided for in this policy as well as site inspection visits arising from agenda briefing requests.

#### 6.0 Review Position and Date

Chief Executive Officer to review on or before 01/12/2011

#### 7.0 Associated Documents

Local Government Operational Guideline No. 5 – Council Forums, Department of Local of Government and Regional Development, January 2004.




Doc No: City of Albany Records  
ICR8097329  
File: STR248

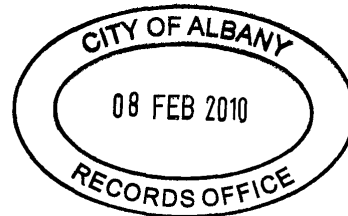
**Minister for Local Government  
Citizenship and Multicultural**

Date: 08 FEB 2010  
Officer: CEO1

Attach: Attachment E  
to  
Committee

Your Ref: STR248 / LT8031017  
Our Ref: 38-05012

  
Mr Paul Richards  
Chief Executive Officer  
City of Albany  
PO Box 464  
ALBANY DC WA 6331



Dear Mr Richards

I refer to the correspondence of 23 December 2009 from Cr Dennis Wellington, Deputy Mayor at the City of Albany, in which he advises that at the Ordinary Council meeting held on 15 December 2009, the Council of the City of Albany resolved to request that pursuant to section 8 of the *Local Government Act 1995*, I immediately undertake an inquiry into the affairs of the City. The main focus of this inquiry being alleged inappropriate, recalcitrant and threatening behaviour by some elected members towards staff.

I have sought the advice of the Department of Local Government on this matter and have been advised that the Department is aware of and has been advising the City on these issues prior to the above noted resolution being passed.

As a result of these issues, Officers from the Department have attended at the City and addressed Council on appropriate processes and procedures for raising and dealing with concerns. The Department has been engaged in providing advice in relation to your recent internal review of the City's processes and procedures in regard to a current development at Cull Road, Lockyer. Further meetings were held during the recent Local Government Managers Australia Conference and I understand you and the Mayor considered a range of strategies to assist this situation.

The strategies are intended to address matters evolving from planning and development processes and procedures, and associated probity issues.

They include:

- A full review of the Development Services Department (processes and procedures) by an independent consultant who would report his/her conclusions and recommendations to Council;

- 2 -

- A review of the adequacy of and adherence to the City's general management policies and procedures by staff and Councillors where applicable; and
- Mentoring and assistance for the Mayor in meeting processes and procedures.

It is my view that the implementation of the strategies detailed will assist in resolving the issues relating to planning and development processes, lack of trust and the relationship issues between Council and Administration as noted in the resolution.

I recommend that a report on this matter, including a copy of this correspondence, be put before Council for its consideration and endorsement of the instigation of the following:

- A full review of the Development Services Department (processes and procedures) by an independent consultant who would report his/her conclusions and any recommendations for improvement direct to Council; and
- The Department implement and co-ordinate a probity/governance review of the City to address the management policies and procedures and adherence to these policies and procedures.


The terms of reference for each review would be developed in consultation with the Council. Additionally, I have requested the Department to liaise directly with the Mayor and yourself to make available mentoring and assistance in meeting processes and procedures.

I request that you refer this letter to Council for its consideration and that you advise me directly of the outcome of Council's deliberations on the matter.

Additionally, should, after consideration of this matter, Council be of the view that the instigation of a formal Inquiry process, in addition to the measures proposed, would be appropriate, please advise. If Council wishes to pursue that course of action, the basis and justification for this position should also be provided.

Should you wish to discuss this matter further, please contact Mr Brad Jolly, Executive Director Governance and Legislation at the Department on 9217 1491.

Yours sincerely



G M (John) Castrilli MLA  
**MINISTER FOR LOCAL GOVERNMENT; HERITAGE;  
CITIZENSHIP AND MULTICULTURAL INTERESTS**

cc Cr Dennis Wellington, Deputy Mayor

- 3 FEB 2010

cityaud/Letter resignation auditor/rh:jw

28 January 2010

The Councillors  
City of Albany  
PO Box 484  
**ALBANY WA 6331**  
Attention: Paul Richards – Chief Executive Officer



Dear Council

It is with regret that I formally advise you of my resignation as Auditor of the City of Albany from 1 July 2009. Clause 2.9 (d) of our current audit contract (dated 29 September 2006), states that the audit appointment is terminated if; "the Auditor resigns in notice in writing to Council".

I have made this decision as I have been unable to engage suitable audit staff to join our team at Lincolns. This has given rise to an unacceptable risk that I may be unable to complete your 2009/10 audit in a timely and efficient manner. The 2009/10 year is the final year of our four year contract.

This has been a very difficult decision. Lincolns have been providing this service to both the Town, and the Shire and then the City of Albany since approximately 1987.

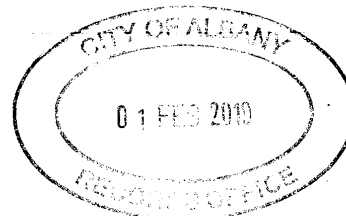
I have contacted both your CEO, Paul Richards and Manager of Finance to ensure Council will have sufficient time to appoint a new auditor to undertake the 2009/10 audit function.

I intend to continue providing an audit service in the Great Southern Region at a reduced level.

I wish both the City and Councillors success in your future endeavours.

Yours faithfully

Russell Harrison



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Russell Harrison  
Gary Philpott  
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**CITY OF ALBANY**

**REPORT**

To : His Worship the Mayor and Councillors  
From : Administration Officer - Building  
Subject : Building Activity – February 2010  
Date : 2 March 2010

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1. In February 2010 eighty five (85) building licences were issued for building activity worth \$9,497,798.00. This included two (2) demolition licences, and one (1) sign licence.
2. The two (2) attached graphs compare the current City activity with the past three (3) fiscal years. One compares the value of activity, while the other compares the number of dwelling units.
3. A breakdown of building activity into various categories is provided in the Building Construction Statistics form.
4. Attached are the details of the licences issued for February 2010, the eighth month of activity in the City of Albany for the financial year 2009/2010.

  
Kerry Cox  
Administration Officer – Building

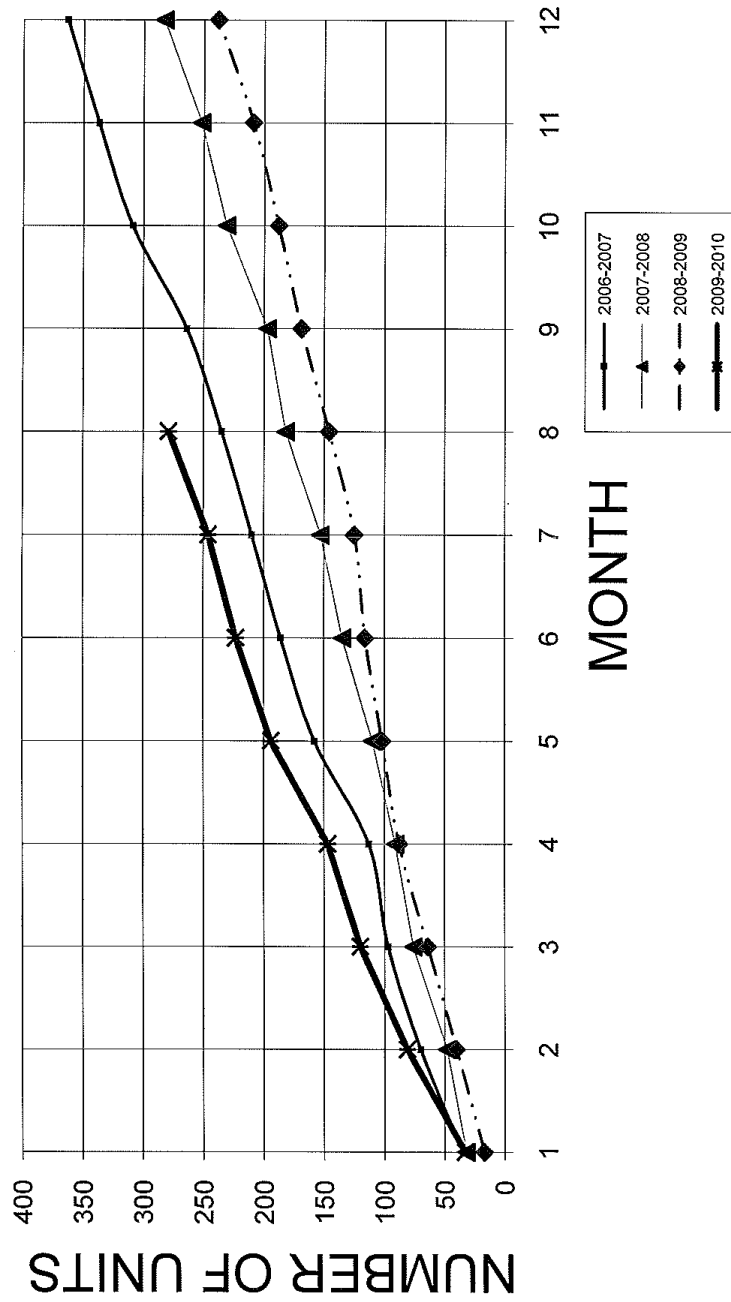


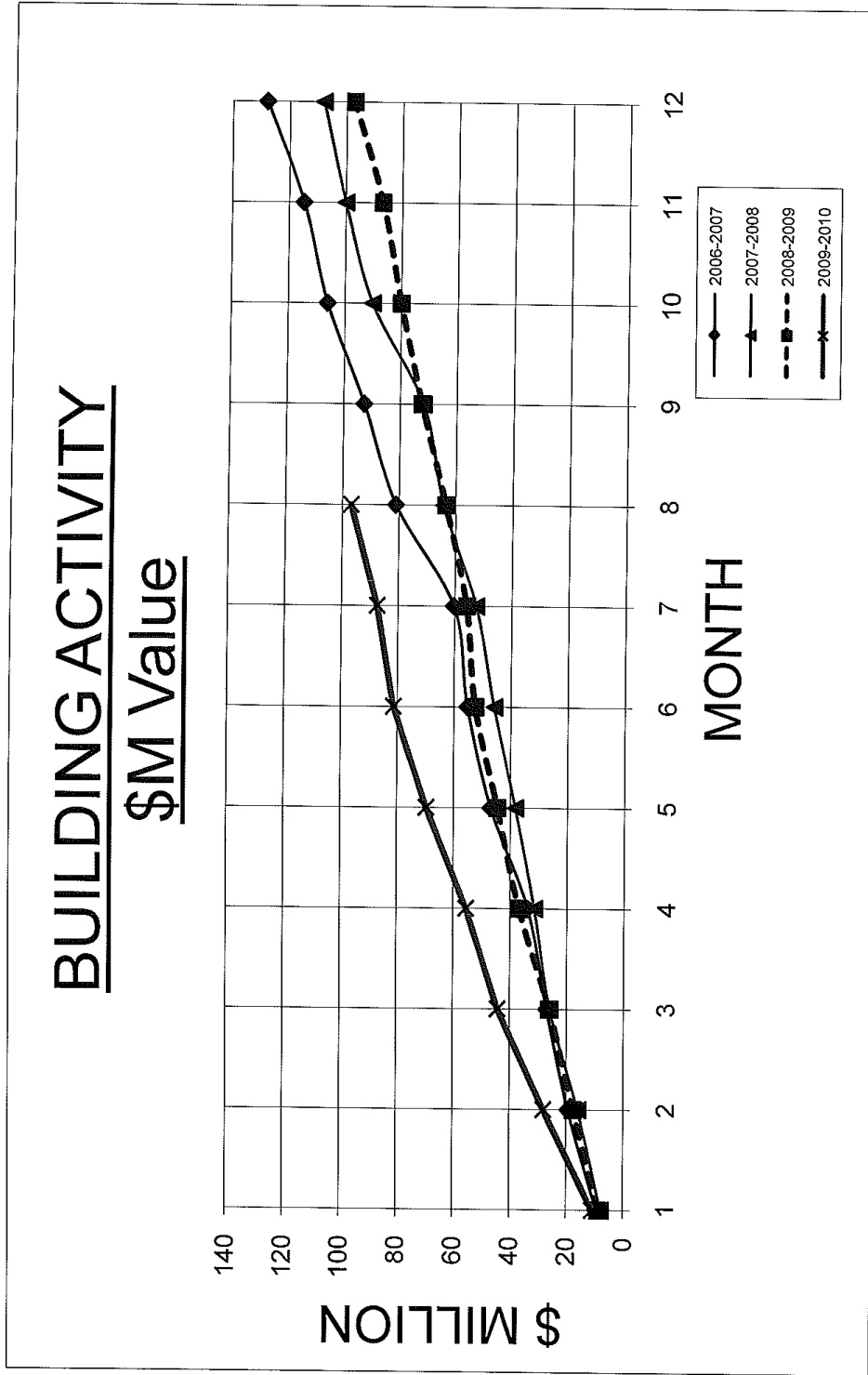
CITY OF ALBANY

BUILDING CONSTRUCTION STATISTICS FOR 2009 - 2010

2009/2010	SINGLE DWELLING		GROUP DWELLING		DOMESTIC/ OUTBUILDINGS		ADDITIONS/ DWELLINGS		HOTEL/ MOTEL		NEW COMMERCIAL		ADDITIONS/ COMMERCIAL		OTHER		TOTAL \$ VALUE
	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	
JULY	31	6,894,101	2	363,500	33	258,102	40	864,472	0	0	1	1,000,000	8	1,042,946	13	388,290	10,811,411
AUGUST	37	7,803,923	11	2,007,784	48	400,128	21	1,008,076	0	0	2	1,557,000	7	4,367,595	9	49,836	17,194,342
SEPTEMBER	39	13,956,728	0		39	326,526	37	607,000	0	0	1	187,140	7	977,595	11	165,807	16,220,796
OCTOBER	26	6,734,277	1	169,836	27	361,251	34	1,538,977	0	0	2	1,950,000	1	180,000	10	255,900	11,190,241
NOVEMBER	39	10,718,277	8	1,598,156	47	190,053	40	927,236	0	0	2	233,750	3	385,000	11	110,948	14,163,420
DECEMBER 2010	29	6,619,849	0	0	29	170,243	32	954,308	0	0	2	1,571,104	6	2,176,183	11	247,329	11,739,016
JANUARY	23	4,126,381	0	0	23	207,863	19	425,278	0	0	1	100,000	3	1,103,088	6	81,769	6,044,379
FEBRUARY	32	7,375,806	1	220,000	33	168,612	23	1,089,843	0	0	1	90,687	5	496,750	7	56,100	9,497,798
MARCH					0				0	0	0						0
APRIL					0				0	0	0						0
MAY					0				0	0	0						0
JUNE					0				0	0	0						0
TOTALS TO DATE	256	64,229,342	23	4,359,276	279	2,082,778	246	7,415,190	0	0	12	6,689,681	40	10,729,157	78	1,355,979	96,861,403

# DWELLING UNITS





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

Applications determined for February 2010

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
300067	MASONEX PTY LTD	Owner's Name & Address not shown at their request	FIT OUT SHOP 20 - JAYS	42-68	Location ASL 32	ALBANY HIGHWAY	ALBANY
300096	IRONMONGER BUILDING COMPANY	Owner's Name & Address not shown at their request	JAYS DWELL. ALTS.	18-20	Location ALBAN T Lot 104	CLIFF STREET	ALBANY
291152	ERIC & WINSOME	Owner's Name & Address not shown at their request	DWELL. ADDITIONS	35-39	Location AT141 & Lot 480	GREY STREET	ALBANY
300022	HARLEY SCOTT PARK HOMES	Owner's Name & Address not shown at their request	DWELL. & CARPORT	6	Location 4790 Lot 142 Lot 1	ELIZABETH STREET	BAYONET HEAD
300061	GREAT SOUTHERN PTY LTD	Owner's Name & Address not shown at their request	DEMOLITION OF DWELL.	602	Location 1196 Lot 1	THISTLE STREET	BAYONET HEAD
300072	SCOTT PARK HOMES	Owner's Name & Address not shown at their request	DWELL. AND GARAGE	23	Location 4790 Lot 14	DOYLE WAY	BAYONET HEAD
300074	GREAT SOUTHERN PTY LTD	Owner's Name & Address not shown at their request	DWELL. AND GARAGE	736	Location 4790 Lot 5	DOYLE WAY	BAYONET HEAD
300097	KOSTERS STEEL	Owner's Name & Address not shown at their request	SHED	729	Location 1196 Lot 230	LOWER KING ROAD	BAYONET HEAD
300108	CONSTRUCTION PTY LTD	Owner's Name & Address	DWELL. GARAGE & ALFR.	4	Location 3040 Lot 21	PAUL TERRY DRIVE	BAYONET HEAD
291167	GREAT SOUTHERN PTY LTD	Owner's Name & Address not shown at their request	RET. WALL	407	Location 4635 Lot 55	WARRANGOO ROAD	BAYONET HEAD
291264	NEWMAN'S CONCRETE	C Z J HANNA	GROUPED DWELL. X 1	117	Location 359 Lot 7	ALISON PARADE	BAYONET HEAD
	GR GOLDING	Owner's Name & Address not shown at their request					

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
300019	PARKZONE PTY LTD	Owner's Name & Address	PATIO SITES	40	Location ALB	WELLINGTON STREET	CENTENNIAL PARK
300077	OWNER BUILDER	not shown at their request Owner's Name & Address	SHOP FIT OUT - ALBANY	302-324	TOWN Lot 733 Location ASL	MIDDLETON ROAD	CENTENNIAL PARK
291223	AR & DA DOCKING	not shown at their request CITY OF ALBANY	CAMERA HOUSE MINOR INTERNAL ALTS. TO EXISTING ALBANY LEISURE LAND AQ	52-70	65/66 Lot 90 Location ALBANT	BARKER ROAD	CENTENNIAL PARK
300027	IR & DG CEKEREVAC	T C SANDILANDS	DWELL. ALTS. & ADDITIONS	35256	Lot 742 Location 5771 Lot	ALBANY HIGHWAY	DROME
300162	GENERAL CONTRACTORS KOSTERS STEEL	R K BITTNER	SHED	84	Location 402 Lot 2	NORTH ROAD	ELLEKER
300073	CONSTRUCTION PTY LTD JC FABRICATION	LD & R C GUEST	SHED	34	Location ALB	BEDWELL STREET	EMU POINT
271143	GRANDEUR HOMES (WA)	Owner's Name & Address	DWELL. GARAGE PATIO &	19A	TOWN Lot 1067 Location 366 Lot	BALSTON ROAD	GLEDHOW
271144	PTY LTD GRANDEUR HOMES (WA)	not shown at their request Owner's Name & Address	RET. WALL DWELL. GARAGE AND PATIO	19B	Location 366 Lot 157	BALSTON ROAD	GLEDHOW
300010	PTY LTD OUTDOOR WORLD	not shown at their request Owner's Name & Address	SHED	156	Location 21 Lot 3	MEAD ROAD	KALGAN
290920	M & J WAUTERS	not shown at their request GREAT SOUTHERN	ADDITION TO RESIDENTIAL	244	Location 21 Lot 14	NANARUP ROAD	KALGAN
291035	NOMINEES PTY LTD ELIZABETH HAMILTON	GRAMMAR INC Owner's Name & Address	BOARDING HOUSE DWELL. CARPORT & ALFR.		Location 4762	ANDREWS ROAD	KALGAN
300090	OWNER BUILDER	not shown at their request K J MCINTYRE	SHED	542	Location 566 Lot 154	CHESTER PASS ROAD	KING RIVER

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
290707	ANTHONY GOAD	Owner's Name & Address	RELOCATED DWELL.	2987	Location 6548	CHILLINUP ROAD	KOJANEERUP
300081	SHELL COMPANY OF AUSTRALIA/FUELINK	not shown at their request Owner's Name & Address	SHED	152	Location 391 Lot 36	CHESTER PASS ROAD	SOUTH LANGE
291156	AIKEN PTY LTD	not shown at their request L J DUPUY	DWELL, GARAGE & PATIO	231	Location 7181 Lot 216	MASON ROAD	LANGE
300152	KOSTERS STEEL	G O & M A BROWN	PATIO	6	Location 52 Lot 18	MAITLAND AVENUE	LITTLE GROVE
300166	CONSTRUCTION PTY LTD OWNER BUILDER	Owner's Name & Address	ELECTRIC WIRES TO	2	Location 24 Lot 139	GROVE STREET WEST	LITTLE GROVE
291219	ALAN GIBSON	not shown at their request A M GIBSON	EXISTING FENCE DWELL, GARAGE PATIO & DECKS	136	Location 24 Lot 136	BARRASS ROAD	LITTLE GROVE
300049	OUTDOOR WORLD	Owner's Name & Address	CARPORT	3	Location 236 Lot 202	PREISS STREET	LOCKYER
300086	OUTDOOR WORLD	not shown at their request Owner's Name & Address	SHED	4A	Location 228 Lot 1503	SINCLAIR STREET	LOCKYER
291250	NEW HORIZON HOMES	not shown at their request Owner's Name & Address	DWELL & VERANDAH	47	Location 1077 Lot 84	MILNE CLOSE	LOWER KING
291261	(WA) PTY LTD OWNER BUILDER	not shown at their request Owner's Name & Address	SHED	231	Location 4530	TENNESSEE RD SOUTH	LOWLANDS
300045	KOSTERS STEEL	not shown at their request H M & C N O'NEILL	SHED		Location 401 Lot 26	LAITHWOOD CIRCUIT	MARBELUP
291103	CONSTRUCTION PTY LTD RYDE BUILDING	Owner's Name & Address	DWELL, GARAGE & ALFR.	76	Location 401 Lot 49	LAITHWOOD CIRCUIT	MARBELUP
	COMPANY PTY LTD	not shown at their request					

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
300034	OWNER BUILDER	Owner's Name & Address	SHED		6 Location 492 Lot	COMET CORNER	MCKAIL
300043	WA COUNTRY BUILDERS PTY LTD	not shown at their request Owner's Name & Address	DWELL CARPORT ALFR. & BFT WALL	306	3 Location 2174 Lot	ETCHINSON LINK	MCKAIL
300046	MD PHILIP	not shown at their request C A DAYMAN	GARAGE	300	3 Location 381 Lot	CORDERY WAY	MCKAIL
300056	WA COUNTRY BUILDERS PTY LTD	HOUSING AUTHORITY	DWELL. & GARAGE	767	1 Location 2174 Lot	WITHERS WAY	MCKAIL
300060	SCOTT PARK HOMES GREAT SOUTHERN PTY LTD	Owner's Name & Address	DWELL GARAGE & ALFR.	253	119 Location 492 Lot	LANCASTER ROAD	MCKAIL
300063	RYDE BUILDING LTD	not shown at their request Owner's Name & Address	DWELL GARAGE & ALFR.	373	23 Location 381 Lot	ORION AVENUE	MCKAIL
300082	COMPANY PTY LTD J & TW DEKKER PTY LTD	not shown at their request Owner's Name & Address	DWELL GARAGE ALFR.	720	5 Location 381 Lot	PENTER WAY	MCKAIL
300087	PULS PATIOS	not shown at their request Owner's Name & Address	SHED & RET. WALL PATIO	672	4 Location 492 Lot	DORADO BEND	MCKAIL
300088	OUTDOOR WORLD	not shown at their request Owner's Name & Address	PATIO	263	40 Location 381 Lot	ALFRED STREET	MCKAIL
300089	MD PHILIP	not shown at their request Owner's Name & Address	PATIO	75	Location 399 Lot	MCGONNELL ROAD	MCKAIL
300112	SCOTT PARK HOMES GREAT SOUTHERN PTY LTD	not shown at their request N S EDWARDS	DWELL. & GARAGE	465	10 Location 399 Lot	TRIO CRESCENT	MCKAIL
300115	OWNER BUILDER	D L COLLINS	SHED	616	16 Location 492 Lot	CENTAURUS TERRACE	MCKAIL
300132	JAXON PTY LTD	GREAT SOUTHERN COMMUNITY HOUSING ASSOC	DWELL CARPORT & VERANDAH	254	18 Location 381 Lot	KITCHER PARADE	MCKAIL
				665			

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
300133	JAXON PTY LTD	GREAT SOUTHERN COMMUNITY HOUSING ASSOC	DWELL. & CARPORT	11	Location 381 Lot	ORION AVENUE	MCKAIL
300134	JAXON PTY LTD	GREAT SOUTHERN COMMUNITY HOUSING ASSOC	DWELL. & CARPORT	705 18	Location 381 Lot	ORION AVENUE	MCKAIL
300146	WA COUNTRY BUILDERS PTY LTD	Owner's Name & Address	DWELL. GARAGE & RET.	757 3	Location 2174 Lot	WITHERS WAY	MCKAIL
291240	FORMATION HOMES PTY LTD	not shown at their request	WALL	254 8	Location 2174 Lot	MCNEAL LOOP	MCKAIL
300016	PULS PATIOS LTD	not shown at their request	DWELL. GARAGE & ALFR.	391 550	Location 418 Lot 4	ALBANY HIGHWAY	MILPARA
300017	PULS PATIOS	not shown at their request	CARPORT SITE 7	550	Location 418 Lot 4	ALBANY HIGHWAY	MILPARA
300101	OUTDOOR WORLD	Owner's Name & Address	PATIO SITE 99	11	Location 368 Lot	STEPHEN STREET	MILPARA
300114	OWNER BUILDER	not shown at their request	PATIO	75 36	Location 368 Lot 2	HAVOC ROAD	MILPARA
290745	TURPS STEEL FABRICATIONS	Z & Z VRBAN	ALTS. TO EXISTING DWELL.	131	Location 384 Lot	CHESTER PASS ROAD	MILPARA
291243	WISHART HOMES PTY LTD	D J KERR	DISPLAY FRAME FOR BLINDS	111 16	Location 135 Lot	COOGEE STREET	MILPARA
300035	ROBERT & JODY	Owner's Name & Address	DWELL. ALTS. & ADDITIONS	17 20	Location 44 Lot 5	BLUFF STREET	MIRA MAR
300107	LEONARD J & TW DEKKER PTY LTD	not shown at their request	DWELL. ALTS. ADDITIONS & RET. WALL	12	Location 45 Lot	HENLEY GROVE	MIRA MAR
		Owner's Name & Address	DWELL. GARAGE & ALFR.	220			
		not shown at their request					



Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
291270	OWNER BUILDER	Owner's Name & Address	LIGHT POLE & TRAP TOWER		Location RES	SIMPSON ROAD	NAPIER
300052	PULS PATIOS	not shown at their request Owner's Name & Address	PATIO	59A	35381 Lot 7407 Location 355 Lot	CARBINE STREET	ORANA
300069	WEST OF THE WATER	not shown at their request J C TURNER & E A BARTON	CARPORT & VERANDA	7	255 Location 231 Lot	MINOR ROAD	ORANA
300048	OUTDOOR WORLD	Owner's Name & Address	PATIO	12	16 Location	SCADDAN STREET	REDMOND
300149	OWNER BUILDER	not shown at their request D W & P R HILL	RURAL SHED	LOT 200	REDMOND Lot 22 Location 275 Lot	SIDING ROAD	REDMOND
291135	PHILLIP GEORGE JONES	Owner's Name & Address	WORKSHOP	141	200 Location 33 Lot	ROBINSON ROAD	ROBINSON
291180	MICHAELA ANDERSON	not shown at their request Owner's Name & Address	DWELL ADDITIONS	158	101 Location 2480 Lot	PRINCESS AVENUE	ROBINSON
300054	OWNER BUILDER	not shown at their request S P M MCLEOD	PATIO	49	120 Location 4929 Lot	WARRENUP PLACE	WARRENUP
300098	RH ESKETT	A F D'APRILE	SHED	36	230 Location 267 Lot	RANDELL CRESCENT	WARRENUP
300085	AJ BRAAM	A J & M R BRAAM	DWELL ALTS.	117	13 Location 43 Lot 21	TOMLINSON CRESCENT	SPENCER PARK
300094	ANTHONY PERRELLA	Owner's Name & Address	PATIO	88A	Location PL42 Lot	HILLMAN STREET	SPENCER PARK
300099	G SUTTON	not shown at their request HOUSING AUTHORITY	DEMOLITION	18	1 Location PL42 Lot	WANSBOROUGH STREET	SPENCER PARK
300147	ST JACK STEEL	Owner's Name & Address	SHED EXTENSION	34	8 Location 4119 Lot	DELORAINE DRIVE	WARRENUP
	CONSTRUCTION	not shown at their request			138		

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
300024	SCOTT PARK HOMES PTY LTD	Owner's Name & Address not shown at their request SP COMMERCIAL HOLDINGS	DWELL & GARAGE	59	Location AT227	BARNESBY DRIVE	YAKAMIA
300050	EYERITE SIGNS	Owner's Name & Address not shown at their request	SIGN - PYLON	2	Location 7426 Lot 19	BARNESBY DRIVE	YAKAMIA
300062	RYDE BUILDING	Owner's Name & Address NO 3 PTY LTD	DWELL, GARAGE ALFR. & RET. WALL	61	Location 243 Lot 233	TARGET ROAD	YAKAMIA
300065	OWNER BUILDER	Owner's Name & Address not shown at their request L & B N ROBSON	PATIO	21	Location 356 Lot 713	HUME CORNER	YAKAMIA
300093	FORMATION HOMES PTY LTD	Owner's Name & Address not shown at their request	DWELL & GARAGE	4	Location 243 Lot 163	AGONIS GARDENS	YAKAMIA
300116	WREN (WA) PTY LTD	Owner's Name & Address not shown at their request	DWELL, GARAGE & PATIO	5	Location 356 Lot 626	MEARS ROAD	YAKAMIA
300174	RYDE BUILDING	Owner's Name & Address not shown at their request	DWELL, GARAGE & ALFR.	13	Location AT356 Lot 127	NOTLEY STREET	YAKAMIA
300179	FORMATION HOMES PTY LTD	Owner's Name & Address not shown at their request	DWELL, GARAGE & ALFR.	10	Location 356 Lot Lot 840	MEARS ROAD	YAKAMIA
290865	TECTONICS	Owner's Name & Address not shown at their request GLENN CRAIG VILLAGES PTY LTD	ALTS. AND ADDITIONS TO EXISTING AGED CARE	17	Location AT227 Lot 131	BEAUFORT ROAD	YAKAMIA
300026	RHYS JONES	Owner's Name & Address not shown at their request R JONES	RELOCATED DWELL.	23	Location YOUNGS Lot 3	STATION STREET	YOUNGS SIDING
300070	WA COUNTRY BUILDERS	Owner's Name & Address not shown at their request	DWELL, AND GARAGE	11	Location 692 Lot 124	LOWER DENMARK ROAD	YOUNGS SIDING
300042	NATHAN WIGNALL	Owner's Name & Address not shown at their request N P & J L WIGNALL	SHED	11	Location 356 Lot 124	MEARS ROAD	YOUNGS SIDING

**CITY OF ALBANY**

**REPORT**

To : His Worship the Mayor and Councillors  
From : Administration Officer - Planning  
Subject : Planning Scheme Consents – February 2010  
Date : 2<sup>nd</sup> March , 2010

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1. The attached report shows Planning Scheme Consents issued under delegation by a planning officer for the month of February 2010.
2. Within the period there was a total of twenty seven (27) decisions made on active Planning Scheme Consents ;
  - Eight (8) Planning Scheme Consents approved;
  - Fifteen (15) Planning Scheme Consents approved under delegated authority;
  - Four (4) Planning Scheme Consents refused;

  
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**Gayle Sargeant**  
**Administration Officer (Planning)**

**PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY**

Applications determined for February 2010

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
295367	7/12/2009	Howard & Heaver	Lower Stirling Tce	Albany	Office Extensions	Delegate Approved	12/02/2010	Tom Wenbourne
295380	14/12/2009	Kosters Steel	Franklin Crt	Bayonet Head	Single House - Outbuilding (Overheight)	Refused	9/02/2010	Taylor Gunn
105020	2/02/2010	M Jeffery	Pioneer Rd	Centennial Park	Medical Centre (Additions)	Approved	17/02/2010	Tom Wenbourne
295375	11/12/2009	L Cuthbert	Hercules St	Centennial Park	Development - Earthworks in excess of 600mm (Retaining Walls)	Delegate Approved	9/02/2010	Taylor Gunn
295349	18/11/2009	M Ponsford	Caledonia Cres	Goode Beach	Single House - additions (Deck)	Approved	24/02/2010	Tom Wenbourne
295333	9/11/2009	K Wignall	Henty Rd	Kalgan	Temporary conversion of portion of Shed to Residential Use	Refused	5/02/2010	Tom Wenbourne
295376	11/12/2009	Hobbs Smith & Holmes	Nanarup Rd	Kalgan	Education Establishment - Music Centre	Approved	16/02/2010	Tom Wenbourne
295347	17/11/2009	E Bowden	Queen St	Little Grove	Tourist Accommodation	Delegate Approved	19/02/2010	Taylor Gunn
105007	12/01/2010	New Horizon Homes	Milne Close	Lower King	Single Dwelling	Delegate Approved	8/02/2010	Craig McMurtrie
105021	2/02/2010	Kosters Steel	Laithwood Circuit	Marbelup	Single Dwelling - Outbuilding	Delegate Approved	8/02/2010	Taylor Gunn
105031	5/02/2010	Kosters Steel	Reddale Rd	McKail	Public Recreation - Ablution Block	Delegate Approved	19/02/2010	Taylor Gunn
295036	24/02/2009	Harley Survey Group	Flinders St	Middleton Beach	Caravan Park - Additions (new transportable units/chalets community facilities sites & infrastructure)	Approved	19/02/2010	Tom Wenbourne
295187	13/07/2009	A Glendinning	Garden St	Middleton Beach	Club Premises - Additions & Alterations	Delegate Approved	5/02/2010	Taylor Gunn
105003	7/01/2010	Albany Insulation	Chester Pass Rd	Milpara	Change of Use - Light Industry (Insulation & Blinds Manufacture)	Delegate Approved	5/02/2010	Taylor Gunn

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
295242	26/08/2009	Turps Steel Fabrications	Chester Pass Rd	Milpara	Trade Display (Patio Blinds)	Approved	10/02/2010	Tom Wenbourne
295377	14/12/2009	Craig Pursey	Middleton Rd	Mira Mar	Bed & Breakfast Accommodation	Delegate	19/02/2010	Taylor Gunn
295342	16/11/2009	C Treloar	Robert St	Mt Clarence	Holiday Accommodation	Approved	5/02/2010	Tom Wenbourne
295310	26/10/2009	Benson Design	Robinson Rd	Mt Melville	Single House (Addition & Outbuilding)	Approved	2/02/2010	Tom Wenbourne
295370	8/12/2009	R Holmes	Verdi St	Mt Melville	Grouped Dwelling (x3)	Delegate	12/02/2010	Ian Van Der Mescht
105012	19/01/2010	A Aitken	Eden Rd	Nullaki	Single House	Approved	10/02/2010	Taylor Gunn
295286	30/09/2009	WA Country Builders	Albany Hwy	Orana	Sign (Pylon)	Refused	5/02/2010	Tom Wenbourne
105024	3/02/2010	J Boccamazzo	Minor Rd	Orana	Grouped Dwelling x 4	Delegate	23/02/2010	Taylor Gunn
105025	3/02/2010	J Boccamazzo	Minor Rd	Orana	Grouped Dwelling x 4	Delegate	23/02/2010	Taylor Gunn
295357	25/11/2009	Kosters Steel	Park Rd	Spencer Park	Single House - Outbuilding (overheight)	Approved	25/02/2010	Tom Wenbourne
295385	18/12/2009	Kosters Steel	Minerva Ct	Yakamia	Single Dwelling (Outbuilding) overheight	Refused	9/02/2010	Taylor Gunn
105017	28/01/2010	D C Hill	Barnesby Drive	Yakamia	Single House	Delegate	11/02/2010	Taylor Gunn
105008	13/01/2010	R Jones	Station St	Youngs Siding	Relocated Dwelling	Approved	16/02/2010	Taylor Gunn