



AGENDA

**For the Ordinary Meeting of Council
To be held on
Tuesday 16 October 2012
6.00pm
City of Albany Council Chambers**

CITY OF ALBANY STRATEGIC PLAN (2011-2021)

The City of Albany Strategic Plan was adopted by Council on 16 August 2011 and is available at www.albany.wa.gov.au

The Plan states our vision and values as:

VISION

Western Australia's most sought after and unique regional city to live, work and visit.

VALUES

The values of the City of Albany apply to elected members and staff who commit to:

- Results
- Ethical behaviour
- Accountability
- Leadership

ORDINARY COUNCIL MEETING
 AGENDA – 16/10/2012
 ** REFER DISCLAIMER **

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I. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

II. OPENING PRAYER

“Heavenly Father, we thank you for the peace and beauty of this area. Direct and prosper the deliberations of this Council for the advancement of the City and the welfare of its people. Amen.”

ITEM 2.0: MOTION

THAT Standing Order 3.1 be SUSPENDED to allow recording of proceedings.

III. ANNOUNCEMENTS BY MAYOR AND COUNCILLORS WITHOUT DISCUSSION

ITEM 3.0: MOTION

The Mayor’s Report be RECEIVED.

IV. RESPONSE TO PREVIOUS UNANSWERED QUESTIONS FROM PUBLIC

V. PUBLIC QUESTION AND STATEMENT TIME

Each person asking questions or making comments at the Open Forum will be **LIMITED** to a time period of **4 MINUTES** to allow all those wishing to comment an opportunity to do so.

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VI. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Mayor	D Wellington
Councillors:	
Breaksea Ward	R Hammond
Breaksea Ward	V Calleja
Frederickstown Ward	C Dowling
Frederickstown Ward	G Stocks
Kalgan Ward	C Holden
West Ward	G Gregson
West Ward	D Dufty
Yakamia Ward	R Sutton
Yakamia Ward	A Hortin JP
Vancouver Ward	D Bostock
Vancouver Ward	S Bowles
Staff:	
Acting Chief Executive Officer	L Hill
Executive Director Community Services	C Woods
Executive Director Planning & Development Services	D Putland
Executive Director Works & Services	S Grimmer
Executive Director Corporate Services	G Adams
Minutes	J Williamson
Apologies:	
Kalgan Ward	Y Attwell

VII. APPLICATIONS FOR LEAVE OF ABSENCE

VIII. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

ITEM 8.0: MOTION 1

THAT the minutes of the Ordinary Council Meeting held on 18 September 2012, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

ORDINARY COUNCIL MEETING
AGENDA – 16/10/2012
** REFER DISCLAIMER **

IX. DECLARATIONS OF INTEREST

Name	Item Number	Nature of Interest

- X. IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY SIT BEHIND CLOSED DOORS
- XI. PETITIONS, DEPUTATIONS AND PRESENTATIONS
- XII. ADOPTION OF RECOMMENDATIONS EN BLOC

RISK MANAGEMENT FRAMEWORK

The City of Albany Organisational Risk Management Framework, which will be used as a Reference Document for the “Risk Identification and Mitigation” Section for all Papers in the Agenda, has been previously distributed to all Elected Members.

1.1: AUDIT AND FINANCE COMMITTEE

Proponent : City of Albany
Responsible Officer : Acting Chief Executive Officer (L Hill)

**ITEM 1.1: COMMITTEE RECOMMENDATION 1
VOTING REQUIREMENT: SIMPLE MAJORITY**

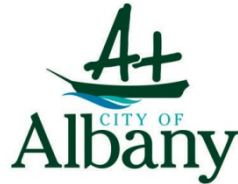
THAT the confirmed minutes of the Audit and Finance Committee held on 27 August 2012 be RECEIVED.

**ITEM 1.1: COMMITTEE RECOMMENDATION 2
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT the City ALLOCATE funding of up to \$300,000 from Unscheduled Works and/or other funding sources for Emu Point Emergency Works.

**ITEM 1.1: COMMITTEE RECOMMENDATION 3
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the Asset Research-Community Consultation Deregulated Trading Hours in the City of Albany Report – (August 2012), be forwarded to the Minister for Commerce for consideration to deregulate trading hours within the City of Albany.



AUDIT & FINANCE COMMITTEE

MINUTES

for the meeting held on Monday 27 August 2012, in the Margaret Coates Boardroom,
102 North Road, Yakamia WA 6330

(File Ref: FM.MEE.1, Synergy Ref: AM1262955)

The Chair declared the meeting open at 1730 hours.

1.0 ATTENDANCE

Mayor	D Wellington (Deputy Chair)
Councillors:	
R Hammond	Member
Y Attwell	Member
S Bowles	Member
G Gregson	Member
C Holden	Member
A Hortin	Member
R Sutton	Member
C Dowling	Member
V Calleja	Member
D Dufty	Member
D Bostock	Member
Staff:	
Acting Chief Executive Officer	L Hill
Executive Director Works & Services	S Grimmer
Executive Director Community Services	C Woods
Executive Director Corporate Services	G Adams
Executive Director Planning and Development Services	D Putland
Manager, Asset Planning and Major Projects	A McEwan
Manager Tourism Development and Services	M Bird
Manager Compliance & Community Safety	S Jamieson (Minutes)
Apologies/Leave of Absence:	
G Stocks	Chair
Minute Taker	J Williamson

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

ITEM 2.0: COMMITTEE RESOLUTION

**MOVED COUNCILLOR BOWLES
SECONDED COUNCILLOR DOWLING**

The unconfirmed minutes of the Audit & Finance Committee meeting held on Monday 23 July 2012, as previously distributed, be confirmed as a true and accurate record of proceedings, pending the removal of staff matters.

CARRIED 12-0

3.0 DISCLOSURE OF INTEREST

Name	Item Number	Nature of Interest
Mayor Dennis Wellington	5.2	Impartiality. The nature of interest being that the Mayor owns property that does not border the subject property and is therefore not a proximity interest. Mayor Wellington remained in the meeting and participated in the discussion and vote.
Councillor Yvonne Attwell	4.4	Impartiality. The nature of interest being that Councillor Attwell's son is detailed in the item. Councillor Attwell remained in the meeting and participated in the discussion and vote.

4.0 STANDING ITEMS FOR DISCUSSION

4.1 Monthly Report-Airport Master plan (including the Airport Project Finalisation)

Reporting Officer: Manager, Asset Planning and Major Projects & Manager Tourism Development and Services

The Manager, Asset Planning and Major Projects provided the Committee with a verbal update and power-point presentation of the Airport Project Finalisation status report.

The Manager Tourism Development and Services presented the Monthly Airport Master plan report. The Committee were advised

Committee members made the following statements and queries:

- Has the security upgrades had any effect on passenger numbers.
Response: Manager Tourism Development and Services advised that it is too early to assess if the security upgrade has had a negative impact on passenger numbers. Reports from SkyWest are that passenger have responded positively to the changes and are arriving at the airport early.
- Feedback from members of the public have been positive and based on personal experience, airport staff should be acknowledged for their helpful and professional manner.

ITEM 4.1: COMMITTEE RESOLUTION

**MOVED COUNCILLOR HORTIN
SECONDED COUNCILLOR DUFTY**

The Monthly Report-Airport Masterplan be NOTED.

CARRIED 12-0

4.2 Monthly Capital Works-Works and Services Projects Spreadsheet

Reporting Officer: Executive Director Works and Services

Committee queried the financial co-contribution between the City of Albany and RAFFA Retirement Village.

ITEM 4.2: COMMITTEE RESOLUTION

**MOVED COUNCILLOR HOLDEN
SECONDED COUNCILLOR GREGSON**

The Monthly Capital Works-Works and Services Projects Spreadsheet be NOTED.

CARRIED 12-0

4.3 Monthly Risk Register

Reporting Officer: Acting Chief Executive Officer

The Acting Chief Executive Officer recommended to the Committee to determine the consequence risk rating that required to be reported.

The Committee advised to only report consequence ratings of major or severe.

Action Required: That the Risk Register is updated to only report identified risks with a Major or Severe consequence.

ITEM 4.3: COMMITTEE RESOLUTION

**MOVED COUNCILLOR SUTTON
SECONDED COUNCILLOR HAMMOND**

The Monthly Risk Register is NOTED.

CARRIED 12-0

4.4 Quarterly Legal Register Table (Due August 2012)

Reporting Officer: Acting Chief Executive Officer

The Acting Chief Executive Officer advised the Committee that based on legal advice received it is recommended that staff matters and potential legal claims should not be reported in the legal register.

Committee concerned with advice and recommended that the register is updated and reformatted accordingly.

Action Required: Legal Register to be updated and reformatted.

4.5 Quarterly Major Projects Spreadsheet (Due September 2012)

Reporting Officer: Manager Asset Planning and Major Projects: Nil

4.6 Unscheduled Works Register (Quarterly-due October)

Reporting Officer: Executive Director Works and Services: Nil

4.7 Expenditure for Anzac Centenary
Reporting Officer: Chief Executive Officer-verbal update

ITEM 4.7: COMMITTEE RESOLUTION

MOVED COUNCILLOR BOWLES
SECONDED COUNCILLOR ATTWELL

The Mayor's verbal update on the Anzac Centenary project is NOTED.

CARRIED 12-0

4.8 Update on Status of CDOs
Reporting Officer: Executive Director Corporate Services

ITEM 4.8: COMMITTEE RESOLUTION

MOVED COUNCILLOR HOLDEN
SECONDED COUNCILLOR HAMMOND

The verbal update regarding the status of CDOs is NOTED.

CARRIED 12-0

5.0 ITEMS FOR DISCUSSION

5.1 City of Albany Leasing Policy

The Committee discussed the report and made the following recommendation to Council:

ITEM 4.8: COMMITTEE RESOLUTION

MOVED COUNCILLOR ATTWELL
SECONDED COUNCILLOR GREGSON

THAT Council ADOPTS the Property Management – Leases and Licences Policy, with the following conditions applicable to Policy principles 46:

- **No new Commercial Fishing Accommodation Leases or Licences will be granted on waterfront Property.**
- **All existing Commercial Fishing Accommodation Leases and Licences will be reviewed 12 months prior to expiry balancing environmental protection and prevention of degradation of coastal foreshores with need, prior to considering any renewal.**
- **Any renewal of existing Commercial Fishing Accommodation Leases and Licences on waterfront Property will be for a maximum 5 year term.**

CARRIED 12-0

5.2 Lockyer Avenue Freehold Lot

The Committee discussed the report and made the following recommendation to Council:

ITEM 5.2: COMMITTEE RESOLUTION

**MOVED COUNCILLOR BOWLES
SECONDED COUNCILLOR ATTWELL**

That Committee Report 5.2 – Lockyer Avenue Freehold Lot be laid on the table.

CARRIED 11-1

Against: Councillor Holden.

5.3 Land Swap-Hester Property Solutions

The Committee discussed the report and made the following recommendation to Council:

ITEM 5.3: COMMITTEE RESOLUTION

**MOVED COUNCILLOR HOLDEN
SECONDED COUNCILLOR DUFTY**

THAT Council seek competitive quotes from Hester Property Group and CRL Highbury Consulting for the provision of property services prior to awarding this contract.

CARRIED 11-1

Against: Councillor Attwell

5.4 Delegations

The Committee discussed the report and made the following recommendation to Council:

ITEM 5.4: COMMITTEE RESOLUTION

**MOVED COUNCILLOR HOLDEN
SECONDED COUNCILLOR BOWLES**

That the delegations detailed in the Register of Delegations be ADOPTED, pending the following amendment:

Delegation: Institute legal proceedings and representing the City in a Court (Enforcement & Legal Proceedings) is appended with the additional condition (3): That funding is available in the current budget.

CARRIED 12-0

6.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

- 6.1 Emergency Management**
- 6.2 Airport Emergency Management**
- 6.3 Investment Strategy with Community Banks**
- 6.4 Emergency Management Services-Risks and Treatment**
- 6.5 OSH Risks and Treatments**

7.0 GENERAL DISCUSSION

7.1 Cull Road

The Committee queried if GST is paid by the City of Albany on property sales at the Ridge.

Response: The Executive Director Corporate Services advised the Committee that the City does pay GST on the land sales.

7.2 Albany Leisure and Aquatic Centre Business Plan

The Committee queried the status of the progression of the ALAC Business Plan.

Response: The Committee was advised that the business plan has been unable to be progressed due to suitable staff resourcing. The Committee were advised that a suitable staff member has been recruited and will commence this activity as a high priority.

7.3 Future Use of the Town Hall

The Committee queried if City staff were in a position to recommend to Council a future use of the Town Hall, noting that members of the Frederickstown Progress Association have specifically requested Councillor Dowling for this information and members of the public have made queries to Council in general.

Response: The Acting Chief Executive Officer advised that the future use of the Town Hall will have to be assessed against a Council endorsed strategic planning framework for the Central Business District.

8.0 DATE OF NEXT MEETING: 24 September 2012

9.0 CLOSURE OF MEETING: The Chair declared the meeting closed at 1927 hours.

16/10/2012

REFER DISCLAIMER

1.1.1: GOVERNANCE COMMITTEE

Proponent : City of Albany
Attachments : Minutes of Governance Committee meeting held on 27 August 2012
Responsible Officer(s) : Acting Chief Executive Officer (L Hill)

**ITEM 1.1.1: COMMITTEE RECOMMENDATION 1
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the confirmed minutes of the Governance Committee Meeting held on 27 August 2012 be RECEIVED.



GOVERNANCE COMMITTEE

MINUTES

For the meeting held on Monday 27 August 2012, in the Margaret Coates Boardroom,
102 North Road, Yakamia WA 6330

(File Ref: CM.MEE.6/AM1263228)

The Chair declared the meeting open at 1940 hours.

1.0 ATTENDANCE

Mayor	D Wellington(Chair)
Councillors:	
R Hammond	Member
Y Attwell	Member
D Bostock	Member
S Bowles	Member
G Gregson	Member
R Sutton	Member
C Holden	Member
A Hortin	Member
V Calleja	Member
D Dufty	Member
C Dowling	Member
Staff:	
Acting Chief Executive Officer	L Hill
Manager Compliance and Community Safety	S Jamieson (Minutes)
Apologies/Leave of Absence:	
G Stocks	Member
Minutes	J Williamson

2.0 CONFIRMATION OF MINUTES

ITEM 2.0: COMMITTEE RESOLUTION

**MOVED COUNCILLOR ATTWELL
SECONDED COUNCILLOR GREGSON**

THAT the minutes of the Governance Committee Meeting held on 23 July 2012, as previously distributed, be accepted as a true and accurate record of proceedings.

CARRIED 12-0

3.0 STANDING ITEMS

3.1 Staff Movements

ITEM 3.0: COMMITTEE RESOLUTION

**MOVED COUNCILLOR HOLDEN
SECONDED COUNCILLOR SUTTON**

THAT the Staff Movements Report for July 2012 be NOTED.

CARRIED 12-0

4.0 ITEMS FOR DISCUSSION

4.1 Selection Criteria for Appointment of Recruitment Agency

In line with the Department of Local Government's latest Guidelines it was recommended that the appointment of the external recruitment consultant be evaluated based on set criteria, agreed weighting and assessed by all elected members.

The Committee made the following assessment from submission received:

- a. LOGO Appointments;
- b. Lester Blades Pty Ltd; and
- c. Beilby Consulting.

Criteria	Weight	Lester Blades Pty Ltd	Beilby Consulting	Logo Appointments
Skills and Experience	40%	413	293	273
Methodology	40%	386	254	290
Cost	20%	153	147	131
Total	100%	946	688	688

ITEM 4.1: COMMITTEE RESOLUTION 1

**MOVED MAYOR WELLINGTON
SECONDED COUNCILLOR BOWLES**

THAT a professional external recruitment consultant is appointed to project management the recruitment process.

CARRIED 10-2

Against: Councillors Bostock and Holden.

ITEM 4.1: COMMITTEE RESOLUTION 2

**MOVED COUNCILLOR SUTTON
SECONDED COUNCILLOR HAMMOND**

THAT Council APPOINT the following Elected Members to the Chief Executive Officer Recruitment Committee:

- **Mayor Dennis Wellington;**
- **Deputy Mayor Councillor Yvonne Attwell; and**
- **Freeman of the City Annette Knight AM JP.**

CARRIED 12-0

ITEM 4.1: COMMITTEE RESOLUTION 3

**MOVED COUNCILLOR DOWLING
SECONDED COUNCILLOR DUFTY**

- (i) THAT Council APPOINT Lester Blades Pty Ltd as the recruitment consultant to project manage the recruitment of the Chief Executive Officer based on the fees and charges set out in the submission to Council dated 10 August 2012.**
- (ii) THAT Council:**
 - a. ESTABLISHES a new Committee, the Chief Executive Officer Recruitment Committee.**
 - b. NOTE that the Chair will be appointed and the Terms of Reference will be determined with the consultant at the first committee meeting and referred to Council for resolution.**

CARRIED 12-0

4.2 Implementation of Action List/Status Report at each OCM for resolutions of Council: Councillor Bowles.

The Committee requested that Council is provided with a status report of Council resolutions to track the implementation.

Acting Chief Executive Officer, advised that the resolutions register of agenda report items laid on the table would be reimplemented and report would be prepared for Council.

Action Required: Re-implement resolutions register report to Governance Committee.

4.3 City of Albany Civic Function Management: Protocol for Civic Function Management: Councillor Bowles

The Committee requested:

- a. That a management protocol for civic receptions is implemented to ensure that elected members are made aware of civic functions and ceremonies;
- b. That attendance is monitored and reported to the Governance Committee to ensure that elected members and staff fulfil their respective ceremonial duties;
- c. Request that provisions are made to allow partner attendance at functions;
- d. Pursue the concept of employing a volunteer protocol officer.

Action Required: That the Committee requests are actioned.

5.0 ITEMS TO BE DISCUSSED AT NEXT MEETING: Nil.

Staff left the meeting at 2038 hours.

6.0 GENERAL DISCUSSION (in the absence of staff).

7.0 DATE OF NEXT MEETING: 24 September 2012

8.0 CLOSURE OF MEETING

The Chair declared the meeting closed at 2115 hours.

1.1.2: ENVIRONMENT AND RESERVES COMMITTEE

Proponent : City of Albany
Responsible Officer(s) : Executive Director Works & Services (S Grimmer)
Attachments : Minutes of Environment and Reserves meeting held on 12 June 2012

**ITEM 1.1.2: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the confirmed minutes of the Environment and Reserves Meeting held 12 June 2012 be RECEIVED.



ENVIRONMENT AND RESERVES COMMITTEE

MINUTES

for the meeting held on Tuesday 12th June 2012,
in Depot Training Room, Mercer Road, Albany

(File Ref: PR.MEE.1)

1.0 ATTENDANCE

Councillors:

Councillor Attwell,
Councillor Bowles,
Councillor Bostock,
Councillor Holden.

Committee Members:

Greg Freebury,
Kathryn Kinnear.

Staff:

Steve Grimmer,
Mark Ford,
Alexandra Tucker,
Mary Holt,
David Hatellie,
Sandra Maciejewski

Apologies/Leave of Absence:

Karen McKeough,
Andrew Dickinson

Everyone gave a general introduction of
themselves.

**2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING
NOT APPLICABLE**

**3.0 DISCLOSURE OF INTEREST
NIL**

4.0 ITEMS FOR DISCUSSION

4.1 Election of Chair

ITEM 4.1: RESOLUTION

MOVED: Councillor Bostock
SECONDED: Councillor Attwell
CARRIED: 14:14

THAT COUNCILLOR CHRIS HOLDEN BE ELECTED CHAIR OF THE ENVIRONMENT AND RESERVES COMMITTEE.

4.2 Election of Deputy Chair

ITEM 4.2: RESOLUTION

MOVED: Councillor Holden
SECONDED: Councillor Bowles
CARRIED: 14:14

THAT COUNCILLOR DAVID BOSTOCK BE ELECTED DEPUTY CHAIR OF THE ENVIRONMENT AND RESERVES COMMITTEE.

4.3 Arbitrary Signage

Councillor Holden explained background of why he had raised the item. His main concern being possible sign pollution/overload.

Steve Grimmer acknowledged that the City is currently reviewing the sign policy and agrees we don't want an overload of signs.

ACTION: Steve Grimmer requested the committee bring any signage concerns to his attention for him to deal with.

4.4 That Council endorse Sydney Golden Wattle as the major environmental weed of the region.

Councillor Attwell asked whether Sydney Golden Wattle was in fact a noxious weed.

Mark Ford spoke of existing controls managed by City of Albany officers including control of Sydney Golden Wattle on road reserves which has resulted in lowering road maintenance costs in the last ten years. Mark also suggested education is the best way to tackle the issue and address the public through forums such as progress association meetings, media releases and discussions with schools.

Steve Grimmer agreed education is best way forward.

Sandra Maciejewski explained that the item had previously gone to Council and was endorsed as part of Bushcare Minutes. Sandra Maciejewski also considered a multi-agency approach was the best way of dealing with the issue. Sandra Maciejewski then explained the City already had strategies in place which were under review – this review was then facilitating a policy update.

Councillor Bowles asked whether Council can send noxious weed notifications with rates notices?

AGENDA ITEM 1.1.2 REFERS

Councillor Bostock was concerned there may be a financial risk to the City if Sydney Golden Wattle was endorsed as an environmental weed.

Email from Andrew Dickinson agrees with the proposal of Sydney Golden Wattle being endorsed as the major weed of the region.

ACTION: Steve Grimmer has a meeting next week with progress associations and will address the issue of noxious weeds with the community.

4.5 That the Bush Carers Committee conduct further research into illegal dumping of green waste.

Mark Ford explained that green waste dumping does occur although it has reduced over the years. Mark Ford confirmed residents need to pay to take green waste to the John Street depot. Mark Ford also stated where possible City of Albany officers used contractors to mulch vegetation on site and reuse the mulch in reserves.

Councillor Bowles asked Steve Grimmer whether there is a way to address researching other avenues for the disposal of green waste by residents?

Greg Freebury asked whether a cost analysis could be done for the City to mulch residents green waste?

Councillor Bostock asked Steve Grimmer to look at the problem as part of the waste management programme review and the renewal of the green waste contract.

ACTION: Councillor Bowles has requested a costing from Mary Holt of how much the City of Albany spends on illegal dumping for the next meeting.

ACTION: Steve Grimmer will speak with Mike Richardson to discuss any other options that may be available to the City of Albany and will keep committee informed of outcomes.

4.6 Briefing on the Environmental Impact Procedure

Sandra Maciejewski explained the process of the Environmental Impact Assessment (EIA) and how it guides the City's day to day operations and ensures we comply with all relevant environmental legislation.

ACTION: Sandra Maciejewski will provide a final draft of the EIA to the Committee for review before the next meeting for consideration. At next meeting Sandra Maciejewski is hoping the Committee will endorse the EIA so the item may be presented to Council for release for public comment.

5.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

5.1 Steve Grimmer suggested:

Public Open Space - Councillor Bowles said that this matter was being addressed by the Planning Committee.

5.2 Mark Ford suggested:

Developed Reserves and Parks all need addressing by this committee. Councillor Bowles suggested a regular report be provided at each meeting by:-

David Hatelie – Developed Reserves;

Mary Hold – Natural Reserves;

Alexandra Tucker & Sandra Maciejewski – Reserves Planning.

5.3 Councillor Holden requested:-

If practicable, all submissions for future meetings be in writing.

6.0 GENERAL DISCUSSION

6.1 Fire Access Tracks

Councillor Bostock asked about cost to City of Albany to implement fire access tracks.

Mark Ford explained we have a budget of \$125,000.00 for fire maintenance which includes:-

- Prescribed burns;
- Maintenance of existing tracks;
- Replace infrastructure (e.g. fire gates).

Any new access tracks are restricted by budget as we must maintain the existing as a priority.

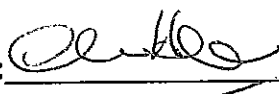
Steve Grimmer explained the City of Albany is currently developing a Fire Management Plan for our priority reserves.

7.0 DATE OF NEXT MEETING:

11 September 2012

8.0 CLOSURE OF MEETING

The Chair declared the meeting closed at 5.03pm.

CONFIRMED CHAIRPERSON:  DATE: 22-6-12

1.1.3: MARKETING ALBANY COMMITTEE

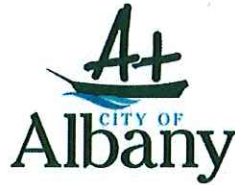
File Number (Name of Ward) : CS.MEE.7
Proponent : City of Albany
Appendices : Minutes of the Marketing Albany Committee 1 May 2012
Responsible Officer : Acting Executive Director Community Services
(C Woods)

IN BRIEF

- Receive the minutes of the Marketing Albany Committee.

ITEM 1.1.3: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY

The **CONFIRMED** minutes of the Marketing Albany Committee meeting held on Tuesday 1 May 2012, be **RECEIVED**.



MARKETING ALBANY COMMITTEE

MINUTES

For the meeting held from 3.30pm to 5.30pm on Tuesday 01 May 2012,
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: CS.MEE.7/AM1223624)

1.0 ATTENDANCE

Councillors:	
Councillor Chris Holden	Council Member
Councillor Alan Hortin	Council Member
Councillor Greg Stocks	Council Member
Committee Members:	
Gaynor Clarke	Community Member Business Representative
Cameron Syme	Community Member Tourism Representative
Jodie Sounness	Community Member Tourism Representative
Trevor Cosh	ACCI Representative
Linsey McFarlane	GSDC Representative (Bruce Manning's proxy)
Staff:	
Linda Hill	Executive Director, Community Services
Matthew Bird	Manager, Tourism Development & Services
Emily Hubble	Administrative Assistant, Community Services
Faileen James	Chief Executive Officer
Anthony McEwan	Manager, Asset Planning and Major Projects
Apologies/Leave of Absence:	
Mayor Dennis Wellington	Mayor
Councillor Vince Calleja	Council Member
Simon Lyas	RDA Representative
Rod Harris	Community Member
Bruce Manning	GSDC Representative

Meeting opened at 3.40pm

2.0 ELECTION OF DEPUTY CHAIR

ITEM 2.1: RESOLUTION	CARRIED 8-0
MOVED: COUNCILLOR GREG STOCKS	
SECONDED: COUNCILLOR CHRIS HOLDEN	
THAT Councillor Alan Hortin is ELECTED Deputy Chair of the Marketing Albany Committee. Councillor Hortin ACCEPTED nomination.	

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

<p>ITEM 3.0: COMMITTEE RESOLUTION</p> <p>MOVED : COUNCILLOR GREG STOCKS SECONDED: COUNCILLOR CHRIS HOLDEN</p> <p>THE UNCONFIRMED MINUTES OF THE MARKETING ALBANY COMMITTEE MEETING HELD ON THE 3 APRIL 2012 AS PREVIOUSLY DISTRIBUTED BE CONFIRMED AS A TRUE AND ACCURATE RECORD OF PROCEEDING.</p>	<p>Carried 8-0</p>
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4.0 DISCLOSURE OF INTEREST
NIL

5.0 ITEMS FOR DISCUSSION

5.1 **Workshop session with Marketing Albany Committee Members to develop Albany Vision.**

Roundtable discussion regarding the Albany vision and areas of potential growth (refer to attachments).

5.2 **Amazing Albany brand**

- A number of past marketing and promotional strategies have been located however LH has not yet been able to locate 'Amazingalbany' brand documentation. Copies of previous tourism strategies will be distributed to the Committee.

Action:

Past marketing strategies to be distributed to Committee.

5.3 **Welcome signage**

- LH identified that responsibilities of the previous Streetscape Committee were part of terms of reference of the Marketing Albany Committee.
- Chair highlighted that the current entry statements signage could be missed. **These refer to the entry signs installed in late 2011 on major access roads into Albany.**
- FJ noted that these current signs will be relocated in future and used more effectively to indicate sites. New entry signs will be developed in future years.
- Suggestions were made by various Committee members to have a local group paint the **outdated Leeuwin way** signage, and to consider signage that could also promote upcoming events and or the opportunity to have sales advertisements.

6.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

6.1 Amazing Albany Brand

6.2 Key Events in Albany

6.3 City of Albany Visitor Destination Development Strategy

7.0 GENERAL DISCUSSION

- FJ questioned if any more information had come to light regarding the Great South West Edge Experience Development Strategy workshop held in March. LM noted that the draft notes from the workshop had been released and would forward on to be distributed to Committee.
- AM brought to the attention of the Committee that the Department of Sport and Recreation would be holding a Trails Conference in late May.

AGENDA ITEM 1.1.3 REFERS

- LH noted that the Cultural and Community Development Committee had made the suggestion to approach the Albany Farmers Markets to consider relocating from current location in Collie Street to York Street. In relation to the Albany Central Area Master plan, would this be of benefit? TC mentioned that the ACCI had previously had similar conversation with the market organiser. TC to discuss at next ACCI and contact Ian (market coordinator). CS suggested alternative locations i.e. Boat Shed. FJ recommended TC and nominated Councillor have initial consultation.
- CS suggested that a list be formed of all past (12 months), current and upcoming events (sporting, special event, community focused for Albany and the region). This would give the Committee an idea of the scale and scope of events held within Albany.

Action:

- List to be created for the Committee to review of all past (12 months), current and upcoming events in Albany.
- LM to forward list of events that GSDC is aware of in Albany and region.

8.0 DATE OF NEXT MEETING

- 7 AUGUST 2012

9.0 CLOSURE OF MEETING

- Meeting Closed 5.15pm

CONFIRMED: CHAIRPERSON

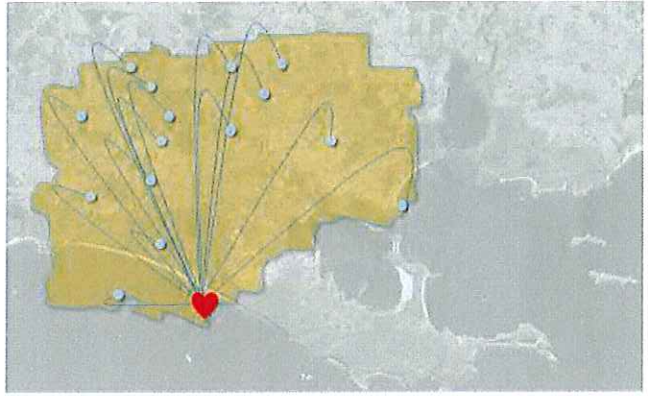
 DATE: 13/9/12

ATTACHMENT A - Summary of Albany Vision workshop



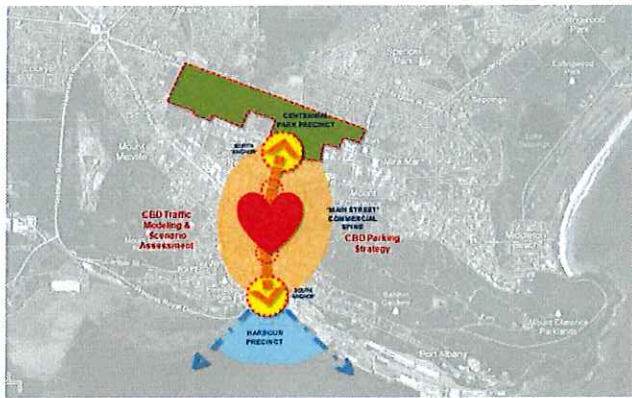
Marketing Albany Committee
 Tuesday 01 May 2012
 Margaret Coates Boardroom

amazingalbany Albany



Heart of Great Southern

amazingalbany Albany



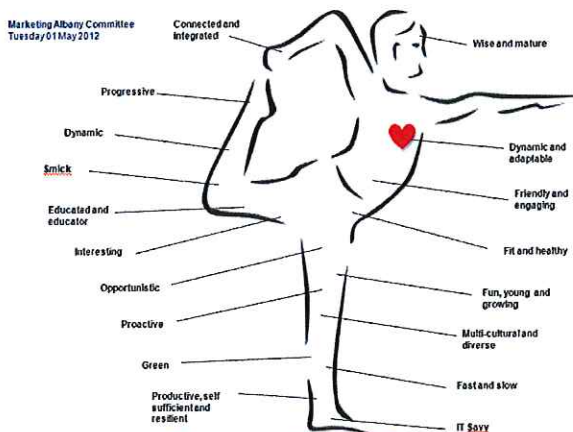
Where is the Heart?

Albany



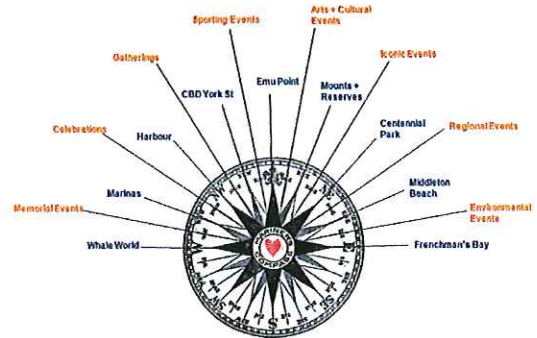
Albany as a Personality - Today

Albany



Albany as a Personality - Future

Albany

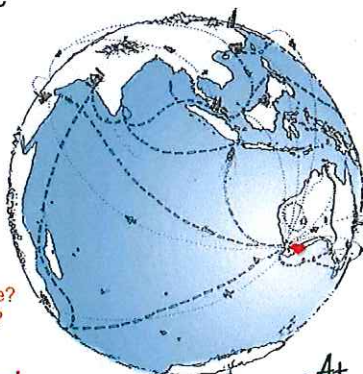


Promoting Attractions and Key Events

Albany

Need for key economic drivers:

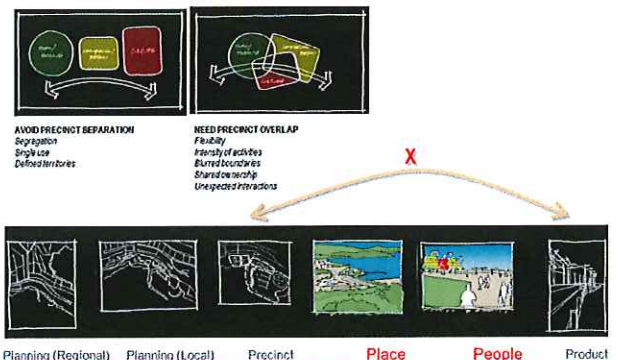
- Educational Hub
- Vocational Training
- Liveable City
- Selling Smart
- Tourism
- Diverse Industry
- Natural Heritage
- Sustainability Focus



Why would people work here?
 Why would people live here?

Albany - Connected

Albany



Creating a Sense of Place; a Point of Difference

Albany



Gateway Signage – Visitor Servicing



1.1.4: SENIORS COMMITTEE

Proponent : City of Albany
Attachments : Minutes of the Seniors Committee Meeting held on 21 August 2012
Draft Liveable Housing Design Guidelines
Responsible Officer(s) : Acting Executive Director Community Services (C Woods)

**ITEM 1.1.4: COMMITTEE RECOMMENDATION 1
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the confirmed minutes of the Seniors Committee meeting held on 21 August 2012 be RECEIVED.

**ITEM 1.1.4: COMMITTEE RECOMMENDATION 2
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the City of Albany Liveable Housing Design Guidelines, as approved by the Seniors Committee be ENDORSED by Council.



SENIORS COMMITTEE

MINUTES

For the meeting to be held from 9.30am to 11.30am on Tuesday 21 August 2012,
in the Civic Rooms, City Office, North Road, Albany

(File Ref: CR.MEE.2/AM1226341)

1.0 ATTENDANCE

Councillors:	
Councillor Don Dufty	Council Member and Chair
Councillor Alan Hortin	Council Member
Committee Members:	
Mr Michael Calton	Community Member
Mr John Slattery	Community Member
Ms Middy Dumper	Community Member
Ms Esme Justins	Community Member
Mr David Mattison	Community Member
Mr Ken Ewers-Verge	Community Member
Staff:	
Adam Cousins	Manager, Cultural and Community Development
Rani Param	Community Development Officer
Emily Hubble	Administrative Assistant, Community Services
Apologies/Leave of Absence:	

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

<p>ITEM 2.1: RECOMMENDATION</p> <p>MOVED: MICHAEL CALTON SECONDED: COUNCILLOR ALAN HORTIN</p> <p>THAT the unconfirmed minutes of the Seniors Committee meeting held on 15 may 2012 as previously distributed, be confirmed as a true and accurate record of proceedings.</p> <p style="text-align: right;">CARRIED 8-0</p>

3.0 DISCLOSURE OF INTEREST

There were no disclosures of interest.

4.0 ITEMS FOR DISCUSSION

4.1 ELECTION OF DEPUTY CHAIR

ITEM 4.1: RECOMMENDATION

MOVED: ESME JUSTINS

SECONDED: COUNCILLOR ALAN HORTIN

THAT Councillor Alan Hortin be ELECTED Deputy Chair of the Seniors Committee. Councillor Hortin ACCEPTED.

CARRIED 8-0

4.2 MEETING FREQUENCY AND APOLOGIES PROTOCOL

Michael Calton raised concern over the number of City of Albany staff that were attending the meetings, and queried whether staff were able to vote in motions and proceedings. Clarification was given that the staff are not entitled to vote at Committee meetings and not included in numbers for a quorum. Adam Cousins further advised that a meeting requires one Councillor in attendance for it to proceed.

4.3 DRAFT LIVEABLE HOUSING DESIGN GUIDELINES

Rani Param presented to the committee the Draft Liveable Housing Guidelines which were an initiative of the previous Seniors Advisory Committee. A small working party was formed comprising Cr Don Dufty, City of Albany Senior Planner, an aged care service provider, a former Town Planner with expertise in housing design for seniors, and an older carer with direct personal experience of having to make home modifications in order to accommodate an elderly resident.

The working party reviewed existing liveable housing design guidelines, selecting recommended features from these, in addition to identifying further enhancements based on individual members' experience and expertise. This draft document was expertly reviewed by an adaptable housing design professional at H+H Architects, before final review by the working party. Rani Param advised that there was strong community interest in the guidelines, based on feedback she had received at recent meetings and presentations given to seniors groups.

John Slattery advised that the WA Government is considering strengthening the regulations for public housing and retirement villages/housing for seniors to improve accessibility to enable people to remain longer in their homes. He advised that the draft Guidelines were a good start ahead of this regulation.

Michael Calton requested that a recommendation be included that home owners consider installing outward-opening external doors; however the Committee determined that such a request should be put to the expert working party. Rani Param to facilitate this and report back to the next meeting.

ITEM 4.3: RECOMMENDATION

**MOVED: COUNCILLOR ALAN HORTIN
SECONDED: KEN EWERS-VERGE**

THAT Council ENDORSE the Liveable Housing Guidelines and make available for public distribution.

Carried 8-0

4.4 DINE4DEMENTIA – REVIEW

Rani Param gave a brief review on the Dine4Dementia expo that was held in June. The event was popular and well attended. Attendees gave great feedback and would like to see more events like this held.

4.5 STAY ON YOUR FEET WEEK – GRANT APPLICATION

Rani Param discussed the upcoming Stay on Your Feet Week – 9 to 15 September. She noted the City’s Seniors ‘Mocktail Hour’ event will address emerging hospitalisations data for the Great Southern which are showing a greater correlation between senior’s falls and alcohol consumption. She added that the data suggests health promotion messages around safe alcohol consumption may not be reaching older age groups. Adam Cousins encouraged Seniors Committee members to attend. The event will be at the Senior Citizens’ Centre at 10am on Thursday 13 September.

4.6 SOUTH WEST ACTIVE AGEING RESEARCH PROJECT

John Slattery explained to committee that he has been in discussion with Great Southern Development Commission (GSDC) regarding implementing a similar study in this region. Rani Param circulated copies of correspondence between the City and GSDC on this issue.

John Slattery advised that the GSDC board have approved the development of a Great Southern Strategy on Ageing. The GSDC will engage stakeholders, including the City.

It was agreed this issue will be a standing agenda item for future meetings.

4.7 COTA ACTIVE AGEING CONFERENCE (John Slattery)

John Slattery attended this conference held in June in Perth. He advised it was largely centred on aged care information rather than an ‘active ageing’ focus as he had assumed. John Slattery offered to summarise his notes from the conference and make this available to interested members via the Committee secretariat.

4.8 WESTERN AUSTRALIAN AGE FRIENDLY COMMUNITIES FORUM

John Slattery attended one day forum on age friendly communities held by Department of Communities (DoC) at the City of Melville. The World Health Organisation (WHO) has developed a framework to assist organisations such as local governments establish age friendly communities. The Government of Western Australia contributed to the WHO Framework, and as such is encouraging local governments to implement strategies to become age-friendly. The Framework encompasses a range of issues from the built environment, to social inclusion and respect, and issues such as employment.

In the past the WA Government has offered \$8,000 funding to assist local governments with research, collecting baseline data, and determining active ageing and age friendly guidelines within their municipal boundaries.

Adam Cousins suggested an Active aging strategy or Age Friendly Community Strategy could be progressed through the LGA integrated planning process. J Slattery advised that in his experience seniors issues get 'lost' in strategic documents unless they are prioritised through implementation of stand-alone strategies and plans. He further advised, that given the low take-up of active ageing/age friendly strategies by WA local governments, the Minister for Seniors is considering legislation to force local governments to implement such strategies.

Adam Cousins suggested the secretariat seek feedback and direction from the CEO on the proposal to progress an Active Ageing Strategy and to report back to the Committee.

ITEM 4.8: RECOMMENDATION

**MOVED: DAVID MATTISON
SECONDED: JOHN SLATTERY**

THAT City staff seek direction from the CEO on the proposal to progress an Active Ageing Strategy with staff to report back to the Committee.

Carried 8-0

4.9 UWA – GERONTOLOGY RESEARCH CENTRE

John Slattery met with representatives from GSDC & UWA Medical School regarding a school of gerontology or age related school of study for postgraduate/research students. He advised this was well received with the Albany Centre establishing a committee to progress the concept internally, and source funds to employ a health economist to conduct a feasibility study into the viability of the initiative.

4.10 LOCAL PLANNING SCHEME NO.1

John Slattery discussed the impact on seniors. He advised that the draft document is a broad document which doesn't specifically address issues faced by seniors.

4.11 TELEPHONE DIRECTORY

Middy Dumper raised concern at the size of the text in the current 2012 White pages telephone directory. Committee all in agreement that something should be done.

ITEM 4.11: RECOMMENDATION

**MOVED: ESME JUSTINS
SECONDED: MIDDY DUMPER**

THAT the CEO writes to Sensis/Telstra expressing concern at the small text size.

Carried 8-0

5.0 ITEMS TO BE DISCUSSED AT FUTURE MEETING

No new items to be discussed.

6.0 GENERAL DISCUSSION

6.1 SENIORS EXPO

Rani Param gave a talk at the recent Over 50's Recreation Association meeting, and the Seniors Expo was raised. She advised that the City had no funding to deliver an Expo, and that efforts last year to source sponsorship hadn't been successful.

6.2 NORTH ROAD SHOPPING CENTRE PEDESTRIAN CROSSING

Committee expressed concern that no further action has been taken on either the safety crossing at North Road Shopping Centre, or stopping right hand turns exiting the car park. The Committee noted that the original plans for the North Rd upgrade included both.

David Mattinson raised the school safety crossing signs which Peter Watson MLA had recently advised would be installed, noting that no further information beyond the initial media report had been seen.

The committee expressed deep concern that no further action has been taken regarding traffic management in the North Road shopping precinct.

ITEM 6.2: RECOMMENDATION

**MOVED: COUNCILLOR DON DUFTY
SECONDED: MR MICHAEL CALTON**

THAT the Committees' concern regarding traffic management issues related to North Road be NOTED and request information from the CEO why further action has not been taken.

Carried 8-0

6.3 SENIORS WITH DISABILITIES USING COMPUTERS

Rani Param spoke briefly regarding a recently released COTA WA publication designed to help seniors with disabilities use computers. Members interested in a copy should contact Rani Param.

6.4 DRAFT ACCESS AND INCLUSION PLAN 2012-2017

Rani Param spoke briefly regarding the City's Draft Access and Inclusion Plan 2012-2017, for which input is currently being sought from the public. She advised that following extensive external and internal consultation, a draft document explaining how the City intended to be more accessible to people with disabilities would be put to Council at its October meeting for endorsement. Members interested in commenting should do so by close of business 7 September.

6.5 SENIORS WELLBEING INDICATORS

John Slattery provided copies of documentation gathered whilst at Seniors Conference, for committee information only.

6.6 FORMAT FOR SENIORS COMMITTEE MINUTES

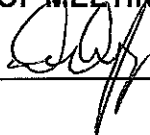
Esme Justins questioned why the Committee Minutes initialised committee and staff member's names noting that this made them difficult to read and was disrespectful. Adam Cousins advised that he was unaware if there was a City policy or convention on formatting of Minutes as it related to initialising names but the intent was not to be disrespectful. Adam Cousins further advised that names would be noted in full for future Minutes.

7.0 DATE OF NEXT MEETING:

18 September 2012

8.0 CLOSURE OF MEETING

CONFIRMED:



DATE:

18-9-12



City of Albany Guideline

Liveable Housing Design

Disclaimer

This is only a guide and shouldn't be used as a complete reference on the issues covered. Consumers are strongly advised to clarify all costs involved before making any financial commitment. Builders and developers should read these guidelines in conjunction with both the Building Code of Australia and the current Australian Standard for the subject.

Version Control

Version	Date	Status	Distribution	Comment
01	25 May 2012	Draft	CDO	
02	25 May 2012	Draft	MCCD	
03	28 May 2012	Draft	CDO	Final draft

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1. Background

These guidelines outline key home design features to meet the changing lifestyle needs of occupants throughout their lifetime. The guidelines are an initiative of Council's Seniors Committee, which identified that many Albany seniors are forced to leave their homes unnecessarily because home modifications which would permit them to stay are cost-prohibitive.

The Seniors Committee therefore undertook to develop guidelines to assist home owners in considering these issues at the time of purchase or renovation, so future home modifications, if required, can be achieved in cost effective ways. Key considerations include the width of doorways to accommodate wheelchairs and other mobility aids, and bathrooms which are accessible and safe for independent use by people living with impaired mobility.

Liveable housing includes living features that aim to make homes easier and safer to use for all occupants including: people with a disability, ageing Australians, people with temporary injuries, and families with young children.

A liveable home is designed to be:

- Easy to enter;
- Easy to move around in;
- Capable of easy and cost-effective adaptation; and
- Designed to anticipate and respond to the changing needs of occupants, ie as people age and/or become less mobile.

Liveable home design seeks to enhance the quality of life for all occupants at all stages of their life, in addition to enabling seniors to remain in their homes as they age.

2. Scope

These guidelines have been developed to assist consumers consider how their changing circumstances might affect their home design needs, in particular what those needs might be should they wish to remain in their homes as they age.

While these guidelines impose no regulatory or statutory obligations over and above the relevant building codes and Australian Standards, developers, builders and architects may also see benefit in applying these guidelines to future housing projects.

3. Relevant Codes and Standards

BCA: Building Code of Australia

R Codes: Residential Planning Codes

NCC: National Construction Code Series (Volume 1, Class 2 to 9 buildings)

AS1428.1: 2009 Design for Access and Mobility – general requirements for access, new building work

AS4299: 1995 Adaptable Housing

AS2890.6: 2009 Off-Street Parking for People with Disabilities

4. Key Design Elements

A Liveable Home has the following essential design elements:

- Flat level walk way to entrance;
- Wide entrance doorway;
- Wide internal doorways and hallways;
- Minimum of one accessible toilet on entry level;
- Minimum of one accessible shower on entry level;
- Reinforced walls in bathroom and toilet; and
- A 'liveable core' with the main bedroom, kitchen, bathroom, living area and laundry located close to front door and garage.

4.1 Dwelling Access

- a) Provide a safe and continuous pathway from:
 - i. The front boundary of the lot; and
 - ii. A car parking space where provided, which may include the driveway on the lot, to an entrance that is level (step free) as specified in Element 4.2

This provision does not apply where the average slope of the ground where the path would feature is steeper than 1:33 gradient.
- b) The path of travel referred to in a) should have a minimum width of 1200mm and include:
 - i. An even, firm slip resistant surface with an edge giving a required luminance contrast;
 - ii. A crossfall (surface sloping to enable water run-off) of not more than 1:40 gradient; and
 - iii. A maximum walkway slope of 1:33 gradient (landings are to be provided at 1200mm intervals).
- c) A step ramp may be incorporated where there is a change in height of 190mm or less. The ramp must include landings at the top and bottom with a minimum length of 1200mm if there is no change of direction exclusive of the swing of the door or gate that opens onto them. A minimum step ramp of 1500mm is to be incorporated where a change in direction of travel is required.
- d) Reverse arc within driveway.
- e) Movement-sensor lighting providing adequate illumination to the path of travel.
- f) Covered garage access to house.
- g) 1500mm x 1500mm minimum clear space in carport to allow for wheelchair turning circle.

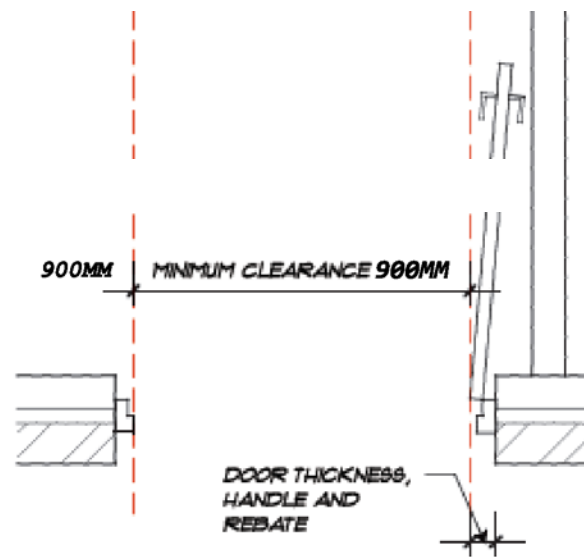
4.2 Dwelling Entrance

- a) The dwelling should provide an entrance door with:
 - i. A minimum clear option width of 900mm (See figure 1);

- ii. A level transition and threshold (maximum vertical tolerance of 5mm between abutting surfaces is allowable provided the lip is rounded or bevelled); and
 - iii. Reasonable shelter from the weather.
- b) A level landing area 1500mm x 1500mm should be provided at the level (step-free) entrance door.
 - c) Entrance door thresholds should be flush, and timber thresholds should be set down into a rebate at the slab edge;
 - d) Where the threshold at the entrance exceeds 5mm and is less than 35mm, a ramped threshold no longer than 280mm with a maximum gradient of 1:8 should be located within 20mm of the door it serves.
 - e) The level (step-free) entrance should be connected to the safe and continuous pathway as specified in element 4.1

The entrance must incorporate waterproofing and termite management requirements as specified in the BCA.

Figure 1: Entrance Door Clearance Specifications



4.3 Car Parking (where part of the dwelling access)

- a) Where the parking forms part of the dwelling access the space should incorporate:
 - i. Minimum dimensions of at least 3900mm (width) x 7800mm (length);
 - ii. An even, firm and slip resistant surface;
 - iii. A level surface (1:40 maximum gradient for concrete, 1:33 maximum gradient for bitumen);
 - iv. Where practicable, a vertical clearance over the parking space of 2500mm; and
 - v. Parking space to be covered to ensure protection from the weather.
- b) For grouped dwellings, it is recommended parking spaces be provided as follows:

- i. Where individual parking spaces form part of the individual unit's title, two accessible parking spaces should be provided for each unit, with one space to double as reversing bay; and
- ii. If visitor parking is provided, then the first parking space should be an accessible parking space.

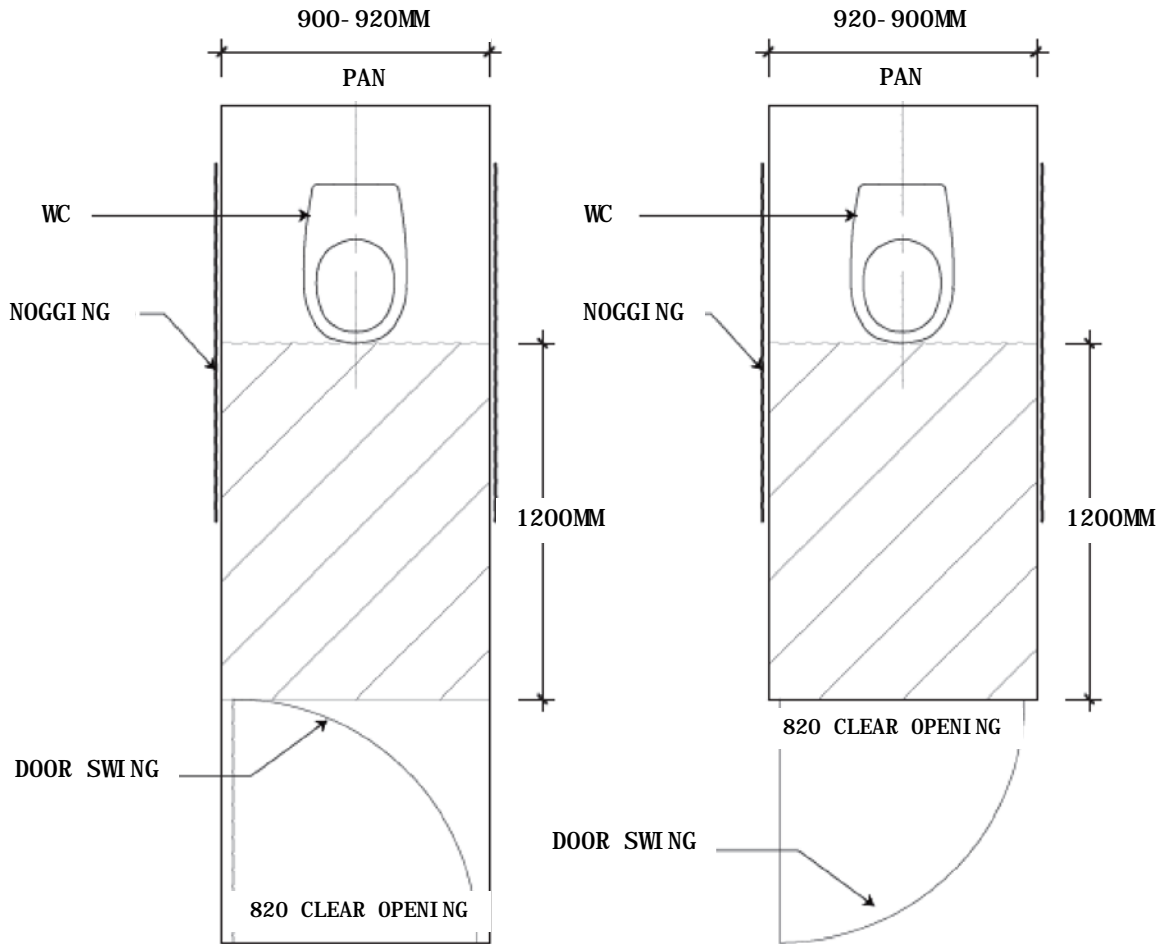
4.4 Internal Doors and Corridors

- a) Doorways to rooms on the entry level used for living, dining, bedroom, bathroom, kitchen, laundry and sanitary compartment purposes should provide:
 - i. A minimum clear opening width of 900mm; and
 - ii. A level transition and threshold (maximum vertical tolerance of 5mm between abutting surfaces is allowable provided the lip is rounded or bevelled).
- b) Internal corridors/passageways to the doorways referred to in a) should provide a minimum clear width of 1200mm.
- c) Doors to bathrooms/toilets should be sliding doors where possible.

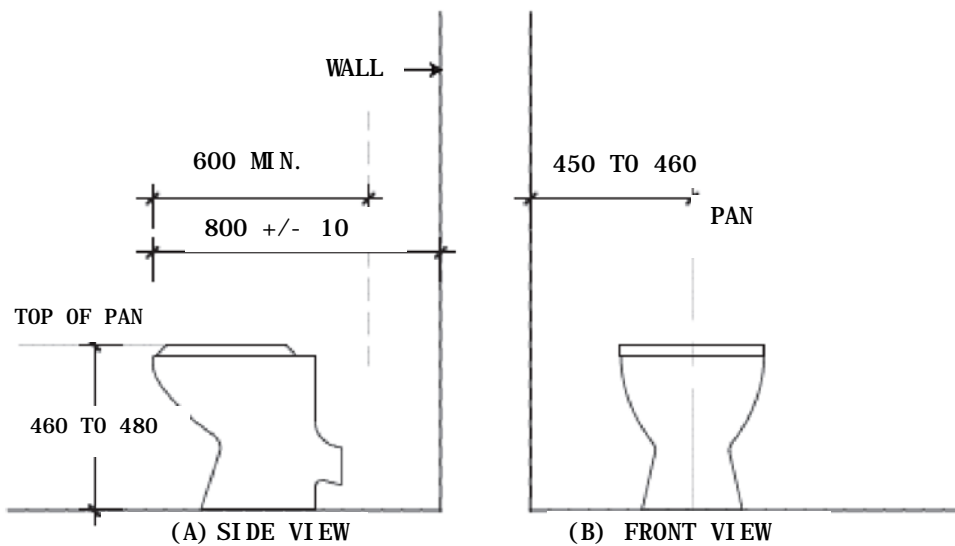
4.5 Toilet

- a) Dwellings should have a toilet on the ground (or entry) level that provides:
 - i. A minimum clear width of 1200mm between the walls of the toilet if located in a separate room;
 - ii. A minimum 1200mm clear circulation space forward of the toilet plan exclusive of the swing of the door in accordance with Figure 2.
 - iii. A toilet pan positioned between 450mm – 460mm from the nearest wall as measured from the centre line of the toilet;
 - iv. 600mm minimum clearance forward of the cistern measured from the front of toilet pan. 800 mm (+/- 10mm) clearance is required if the cistern is recessed; and
 - v. Height of the toilet pan to be between 460mm – 480mm above the finished floor level.
- b) If the toilet is located within the ground (entry) level bathroom, the toilet pan should be located in the corner of the room to enable the installation of grab rails.
- c) If possible the toilet should be separate next to the bathroom with a partition wall that can be removed.

Figure 2: Specifications for Toilet



GROUND (OR ENTRY) LEVEL TOILET LAYOUT AND SPACE REQUIREMENTS

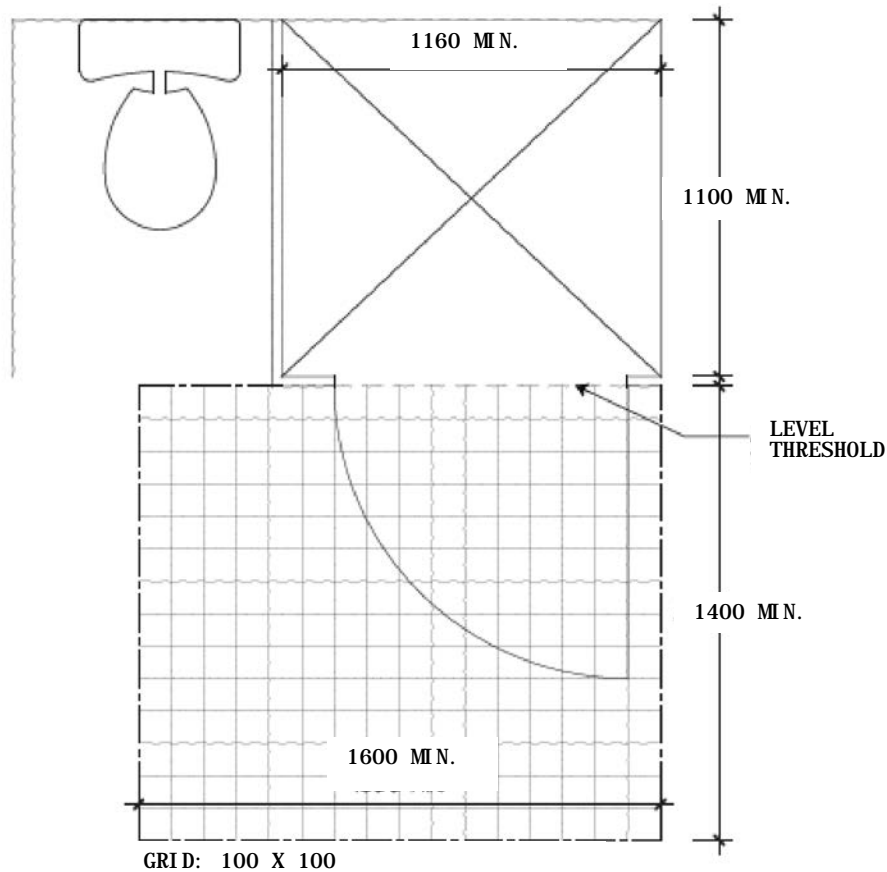


NOTE FOR THE PURPOSE OF DIMENSIONING, THE FRONT OF THE WC PAN HAS BEEN USED AS THE DATUM PLANE DIMENSIONS IN MILLIMETRES

4.6 Shower

- a) One bathroom must have a slip resistant, hobless (step-free) shower recess with a half wall screen with heat lighting and/or underfloor heating (Shower screens are acceptable, provided that they can be removed at a later date) Showers should also feature a sliding shower rose with reinforced slider.
- b) The shower recess should be located in the corner of the room to enable the installation of grab rails at a future date.
- c) The hobless (step free) shower recess described in a) should:
 - i. Be located in a bathroom on the ground (or entry) level;
 - ii. Provide dimensions of 1160 mm x 1100mm; and
 - iii. Provide clear space 1400mm x 1600mm forward of the shower recess entry as detailed in figure below.

Figure 3: Specifications for Shower

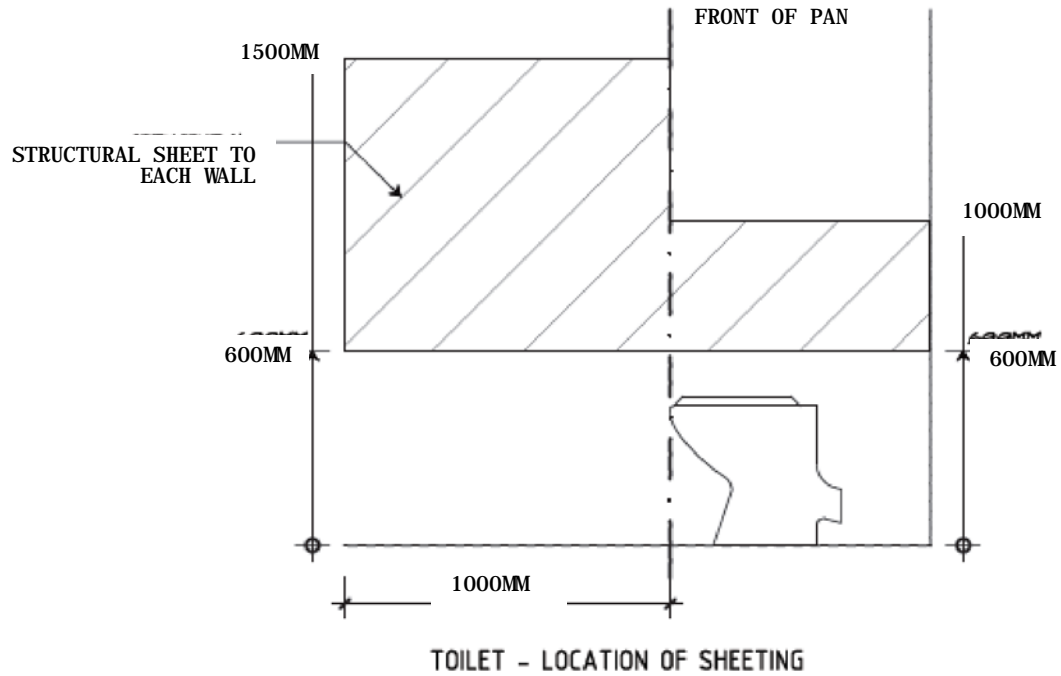


4.7 Reinforcement of bathroom and toilet walls

- a) Except for walls constructed of solid masonry or concrete, the walls around the shower, bath (if provided) and toilet should be reinforced to provide a fixing surface for the safe installation of grab rails.
- b) The fastenings, wall reinforcement and grab rails combined must be able to withstand 1100N of force applied in any position and in any direction.

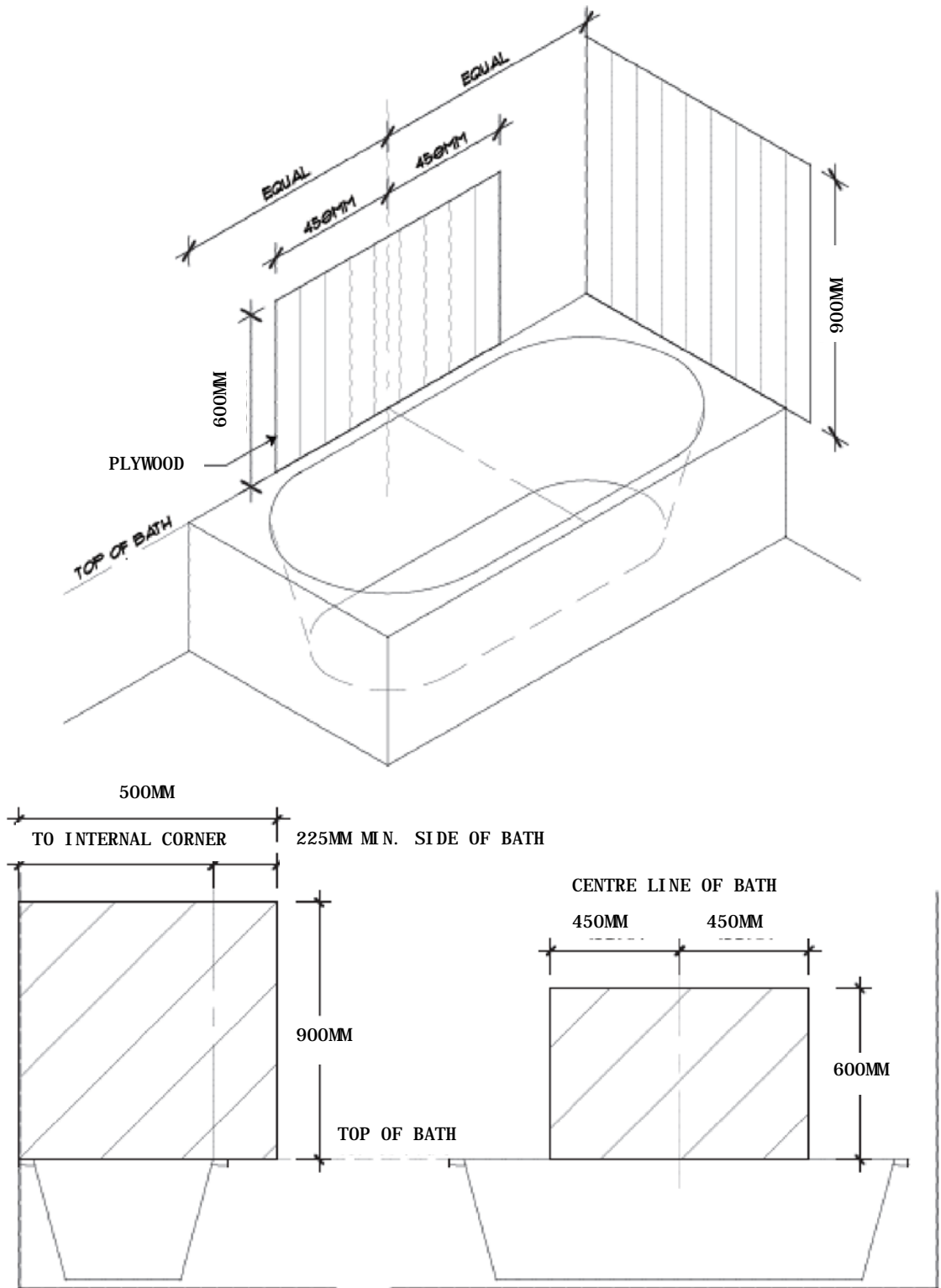
- c) The walls around the toilet are to be reinforced by installing sheeting with a thickness of at least 12mm in accordance with Figure 4.

Figure 4: Location of Sheeting for Toilet



- d) The walls around the bath are to be reinforced by installing sheeting with a thickness of at least 12mm in accordance with Figure 5:

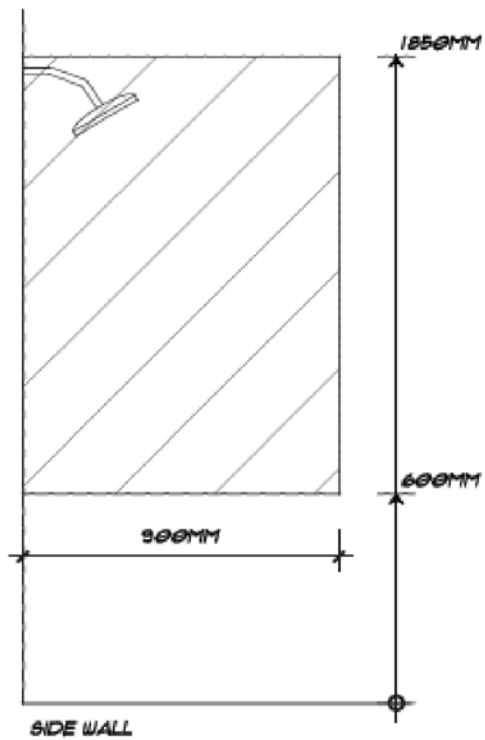
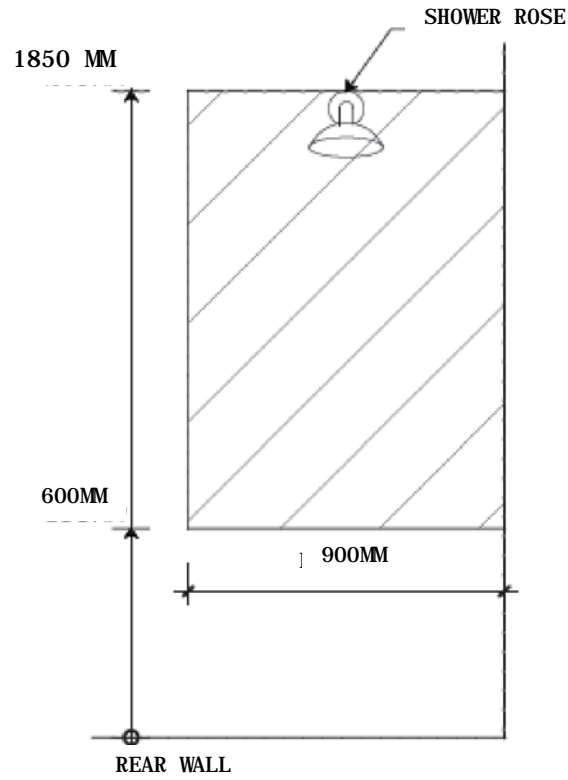
Figure 5: Specifications for Bath – Location of Sheeting



BATH - LOCATION OF SHEETING

- e) The walls around the hobless (step-free) shower recess are to be reinforced by installing sheeting with a thickness of at least 12mm in accordance with Figure 6;

Figure 6: Shower Recess – Location of Sheeting



SHOWER RECESS - LOCATION OF SHEETING

4.8 Kitchen Space

- a) The kitchen space should be designed to support ease of movement and adaptation with;
 - i. At least 1550mm clearance should be provided in front of fixed benches and appliances;
 - ii. Slip resistant flooring;
 - iii. Task lighting installed above workspaces;
 - iv. Pull out drawers used where possible;
 - v. Cupboards to be 150mm off the floor
 - vi. Avoid overhead cupboards where possible;
 - vii. At least one bench to be placed at seated position height with no cupboards underneath or have a cantilever bench; and
 - viii. Sink is to be no more than 155mm deep.
- b) Where practicable, floor finishes should extend under kitchen cabinetry to enable cupboards to be removed without affecting flooring.

4.9 Laundry Space

- a) The kitchen space should be designed to support ease of movement and adaptation with;
 - i. At least 1550mm clearance should be provided in front of fixed benches and appliances;
 - ii. Slip resistant flooring;
 - iii. Task lighting installed above workspaces;
 - iv. Pull out drawers used where possible;
 - v. Cupboards to be 150mm off the floor;
 - vi. At least one bench to be placed at normal seated position height with no cupboards underneath or have a cantilever bench; and
 - vii. Trough is to be no more than 200mm deep.
- b) Where practicable, floor finishes should extend under laundry cabinetry to enable cupboards to be removed without affecting flooring.

4.10 Ground (or entry level) Bedroom Space

- a) The dwelling should feature a space (or room) on the ground (or entry) level that:
 - i. Is of at least 13m² with the bed located on one wall, with a minimum 1200mm space on three sides, except for the path of travel closest to the door which shall be 1540mm wide x 2070mm long – to accommodate an ambulance stretcher by the bed if required;

- ii. Provides a minimum path of travel 1000mm on the remaining side of the bed; and
- iii. Any ensuite to the room to have a sliding door, giving a clear opening width of 850mm.

4.11 Switches and Power points

- a) Light switches should be positioned in a consistent location:
 - i. Between 900mm – 1100mm above the finished floor level; and
 - ii. Horizontally aligned with the door handle at the entrance to a room.
- b) Power points should be installed not lower than 900mm above the finished floor level;
- c) Light and power point switches should be rocker action, toggle or push pad in design with a recommended width of 35mm.
- d) A double power point should be installed in the garage not lower than 900mm above the finished floor level.

4.12 Door and Tap Hardware

- a) Doorways should feature door hardware installed at between 900mm – 1100mm above the finished floor.
- b) Doorways should feature lever style door hardware, or large knobs on sliding doors; and
- c) Basins, sinks and tubs should feature lever tap ware with a central spout.

4.13 Family/Living Room Space

- a) The family/living room should be reasonably spacious and should accommodate a free space, 2250mm in diameter, to enable ease of movement clear of furniture.
- b) As a guide rooms should be no smaller than 5m x 5m.

4.14 Windows and Window Sills

- a) Window sills on the ground (or entry) level in living areas and bedroom spaces should be positioned no higher than 1000mm above the finished floor level to facilitate natural surveillance;
- b) Window controls should be easy to operate with one hand and located within easy reach from either a seated or standing position;
- c) Skylights or additional windows can be added in living areas to increase natural light; and
- d) Windows should have window locks installed that do not require keys and can be easily unlocked by the home owner.

4.15 Flooring

- a) All floor coverings should:
 - i. Be firm, non slip and even;
 - ii. Feature a level transition between abutting surfaces (a maximum vertical tolerance of 5mm between abutting surfaces is allowable provided the lip is rounded or bevelled); and
 - iii. Any carpets to be non allergic and low pile.

5. Further Considerations

5.1 Forms of heating

Many people are finding that split system air conditioning units to the living areas are preferable to gas heaters or slow combustion and other fires. The bedrooms can be provided with passive "Ecco-Panel" heaters fixed to the wall which plug into a wall socket, and are very cheap to run.

5.2 Contrasting door frames and skirting

These are important features for visually impaired people. There should be a minimum luminance contrast of 30% between the door and the architrave, and between the skirting and the wall. Outside paths should have contrasting borders, and the luminance contrast should work when the surface is wet. This will greatly assist visually impaired people negotiating paths of travel.

6. Strategic Context

City of Albany Strategic Plan 2011-2021
City of Albany Access and Inclusion Plan 2012-2017

7. Review Position and Date

June 2014

1.2: COMMON SEAL AND EXECUTED DOCUMENTS UNDER DELEGATION REPORTS

Responsible Officer : Chief Executive Officer (L Hill)
Attachments : Common Seal Report

IN BRIEF

- Receive the Common Seal Reports for September 2012, which include decisions made by Delegated Authority

**ITEM 1.2: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the Common Seal Report for September 2012 be RECEIVED.

ATTACHMENT FOR THIS REPORT WILL BE MADE AVAILABLE PRIOR TO THE OCM.

NCSR1226289 DES028

COPY OF COMMON SEAL

ITEM: N/A

REF: EXTENSION OF CLEARING PERMIT TO ENABLE ROADSIDE CLEARING PART OF LOWER DENMARK ROAD CONSTRUCTION CONTRACT

PARTIES: CITY OF ALBANY AND DEPARTMENT OF CONSERVATION

ACTING CEO 1 COPY

NCSR1226639 AMD314

COPY OF COMMON SEAL

ITEM: 2.12 OCM 21/02/2012

ITEM: 2.9 OCM: 21.08.2012

RE: AMD314- MODIFICATION OF SUBDIVISION GUIDE PLAN FOR SPECIAL RURAL ZONE NO.29 BY AMENDING THE DEVELOPMENT EXCLUSION AREA ON LOT 5, RACECOURSE ROAD, ROBINSON.

PARTIES: CITY OF ALBANY AND M PAYNTER AND M BENNETT.

SIGNED BY ACTING CEO AND MAYOR 3 COPIES

NCSR1226642 AMD312

ITEM 2.7 OCM 21/02/2012 ITEM 2.7 OCM 21/08/2012

REF: AMD312-REZONING THE BAYONET HEAD NORTH (OYSTER HARBOUR) NEIGHBOURHOOD CENTRE FROM THE RESIDENTIAL DEVELOPMENT ZONE TO THE LOCAL SHOPPING ZONE IDENTIFYING ADDITIONAL USES APPLICABLE TO THIS LAND

PARTIES: CITY OF ALBANY AND HOUSING AUTHORITY, LOWE PTY LTD AND GREAT SOUTHERN COMMUNITY HOUSING ASSOCIATION

ACTING CEO AND MAYOR 3 COPIES

NCSR1226276 901-09

COPY OF COMMON SEAL

ITEM: N/A

REF: SECTION 70A NOTIFICATION FOR SURVEY STRATA WAPC 901-09 ON LOTS 1 AND 2 OF SS59775

PARTIES: CITY OF ALBANY AND BARRIE JOHN SMITH AND JUDITH MARILYN CULLAM

ACTING CEO AND MAYOR 2 COPIES

NCSR1226757 SD.DEC.4

COPY OF COMMON SEAL

ITEM: COM 15/03/11 ITEM 4.6

REF: 2011-12 INDIVIDUAL COUNTRY LOCAL GOVERNMENT FUNDING AGREEMENT FOR NORTH/SANFORD ROAD DRAINAGE PROJECT

PARTIES: CITY OF ALBANY AND DEPARTMENT OF REGIONAL DEVELOPMENT AND LANDS

ACTING CEO AND MAYOR 2 COPIES

NCSR1226758 A37122

COPY OF COMMON SEAL

ITEM: 4.5 OCM 20/03/12

REF: WITHDRAWAL OF CAVEAT ON LOT 33 ON PLAN 231 (LOT 33 ROCKY CROSSING ROAD)

PARTIES: CITY OF ALBANY AND ADA MOL

ACTING CEO AND MAYOR 1 COPY

NCSR1226763 PRO357
COPY OF COMMON SEAL
ITEM: 4.6 OCM 15/03/11
REF: SALE OF LOT 437 (9) GIFFORD STREET, LOCKYER-TRANSFER OF LAND
PARTIES: CITY OF ALBANY AND WIFREDO REATE AND LAILA RAMIREZ PANSOY
ACTING CEO AND MAYOR 2 COPIES

NCSR1226764 PRO357
COPY OF COMMON SEAL
ITEM: 4.6 OCM 15/03/11
REF: SALE OF LOT 402 (4) GIFFORD STREET, LOCKYER-TRANSFER OF LAND
PARTIES: CITY OF ALBANY AND ROGENE CARVILLEDA AND HAIDE SATO DELIMA
ACTING CEO AND MAYOR 2 COPIES

NCSR1226806 RD.ACQ.1
COPY OF COMMON SEAL
ITEM: 4.6 OCM 15/03/11
REF: LAND EXCHANGE-REALIGNMENT OF BETTY'S BEACH ROAD LOT 4457 ON
DEPOSITED PLAN 149114
PARTIES: CITY OF ALBANY AND DEPARTMENT FOR REGIONAL DEVELOPMENT AND
LANDS AND E AND L STONE, D AND G CLARKE AND L HENSON
ACTING CEO AND MAYOR 6 COPIES

NCSR1226807 PRO357
ITEM: 4.6 OCM 15/03/2011
REF: SALE OF LOT 445 (8) RAYBOLD STREET, LOCKYER-TRANSFER AND LAND
PARTIES: CITY OF ALBANY AND JOEL GALIVO MARZAN AND LOVELY MICLA
MARZAN
ACTING CEO AND MAYOR 1 COPY

EDR1226205 A173209

EXECUTED DOCUMENT

ITEM: N/A

RE: APPLICATION FOR PLANNING SCHEME CONSENT (P2120187) FOR
OUTBUILDING TO BE LOCATED ON BOUNDARY ADJOINING CITY OF ALBANY LAND
AT MERCER ROAD, LANGE (BEHIND SUBDIVISION "LEANDA ESTATE")

PARTIES: CITY OF ALBANY

ACTING CEO 1 COPY

EDR1226247 A90251

EXECUTED DOCUMENT

ITEM: N/A

RE: APPLICATION FOR BUILDING PERMIT-CERTIFIED

PARTIES: CITY OF ALBANY AND ALBANY SURF LIFESAVING CLUB

ACTING CEO

EDR1226287 A90251

EXECUTED DOCUMENT

ITEM: N/A

RE: DEMOLITION PERMIT FOR THE ALBANY SURF LIFESAVING CLUB

PARTIES: CITY OF ALBANY AND ALBANY SURF LIFESAVING CLUB

ACTING CEO

EDR1226476 CS.SPV.7

EXECUTED DOCUMENT

ITEM 4.6: OCM 15/03/11

REF: SERVICE AGREEMENT IN RELATION TO THE MANAGEMENT OF THE ALBANY
SK8 AND BMX PARK

PARTIES: CITY OF ALBANY AND ALBANY POLICE AND COMMUNITY YOUTH CENTRE

ACTING CEO

EDR1226477 A81765

EXECUTED DOCUMENT

ITEM: 4.3 OCM 14/12/10 AND ITEM 3.3 OCM 15/03/11

REF: RESERVE 16746, LOT 550 MOUNT CLARENCE-CANCELLATION OF
MANAGEMENT ORDER

PARTIES: CITY OF ALBANY AND WATER CORPORATION

ACTING CEO

EDR1226479 RD.ACQ.1

EXECUTED DOCUMENT

ITEM: 4.6 OCM: 15.03.11

RE: APPLICATION FOR SUBDIVISION FORM- FRANCIS ROAD RESERVE

PARTIES: CITY OF ALBANY AND LINDSAY HENSON, JULIE ANDERSON, DAVID BYERS

ACTING CEO L HILL

EDR1226484 RM.CLM.73
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
RE: DEED OF SETTLEMENT FOR BORAL ASPHALT
PARTIES: CITY OF ALBANY AND BORAL ASPHALT
ACTING CEO

EDR1226534 CS.SPD.4
EXECUTED DOCUMENT
ITEM: 4.6 OCM 15/03/11
REF: LIFE SAVING SERVICE AGREEMENT
PARTIES: CITY OF ALBANY AND SURF LIFESAVING WA AND ALBANY SURF
LIFESAVING CLUB
ACTING CEO

EDR1226535 RM.CLM.73
EXECUTED DOCUMENT
ITEM: N/A
REF: DEED OF SETTLEMENT JULIE BISER AND VERNON ADAMS
PARTIES: CITY OF ALBANY AND JULIE BISER
ACTING CEO

EDR1226606 PS.COT.2
EXECUTED DOCUMENT
ITEM: 4.6 OCM 15/03/11
REF: WALGA QUOTATION-PURCHASE OF LOADER
PARTIES: CITY OF ALBANY AND KOMATSU AUSTRALIA PTY LTD
ACTING CEO

EDR1226692 A1016
EXECUTED DOCUMENT
ITEM: 4.4 OCM 17/07/12
REF: CLOSURE OF PORTION OF THE GNOWELLEN ROAD RESERVE
PARTIES: CITY OF ALBANY
ACTING CEO

EDR1226696 GS.APC.30
EXECUTED DOCUMENT
ITEM: N/A
REF: GRANT APPLICATION-REGIONAL DAYCARE DEVELOPMENT FUNDING
PARTIES: CITY OF ALBANY AND DEPARTMENT OF COMMUNITIES
ACTING CEO

EDR1226708 GS.APC.1
EXECUTED DOCUMENT
ITEM: 4.6 OCM 15/03/11
REF: APPLICATION FOR SPECIAL PROJECT GRANTS 2013-14
PARTIES: CITY OF ALBANY AND WA LOCAL GOVERNMENT GRANTS COMMISSION
ACTING CEO

EDR1226828 A90251
EXECUTED DOCUMENT
ITEM: N/A
REF: APPLICATION FOR BUILDING PERMIT-4 FLINDERS PARADE MIDDLETON BEACH
PARTIES: CITY OF ALBANY AND ALBANY SURF LIFESAVING CLUB
ACTING CEO

EDR1226829 A65999
EXECUTED DOCUMENT
ITEM: N/A
REF: APPLICATION FOR GRANT OF PLANNING SCHEME CONSENT-LOT NO. 8026
PONY CLUB ROAD, WILLYUNG
PARTIES: CITY OF ALBANY
ACTING CEO

EDR1226837 CP.PRG.4
EXECUTED DOCUMENT
ITEM: N/A
REF: EPBC ACT OF REFERRAL FOR ANZAC CENTRE AND PRESCRIBED BURNS
PARTIES: CITY OF ALBANY
ACTING CEO

2.1: PLANNING AND DEVELOPMENT COMMITTEE

Proponent : City of Albany
Responsible Officer(s) : Executive Director Planning and Development Services

ITEM 2.1: COMMITTEE RECOMMENDATION 1
VOTING REQUIREMENT: SIMPLE MAJORITY

THAT the minutes of the Planning and Development Committee meeting held on 2012, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.



PLANNING AND DEVELOPMENT COMMITTEE

MINUTES

for the meeting held on Tuesday 28 August 2012,
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: LP.MEE.1/ AM1225931)

1.0 ATTENDANCE

Councillors:	
D Wellington	Mayor
G Stocks	Councillor
D Dufty	Councillor
S Bowles	Councillor
V Calleja Chairperson	Councillor
C Holden	Councillor
A Horton (Filling in for R Sutton)	Councillor
Committee Members:	
Staff:	
Acting Chief Executive Officer	Linda Hill
Executive Director Planning and Development Services	D Putland
PA to Executive Director Planning and Development Services.	J Cobbold
Senior Planning Officer	J Van Der Mescht
Senior Planning Officer	T Wenbourne
Senior Project Planner	A Nichol
Planning Officer	C McMurtrie
Non Committee Members	
G Gregson	Councillor
Y Attwell	Deputy Mayor
Apologies/Leave of Absence:	
R Sutton	Councillor
R Hammond	Councillor
Mr Rod Harris	Member

Deputy Mayor Atwell requested to speak on matters as an observer if and when something comes up. The Chairperson agreed and offered to all observers.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION:

MOVED: MAYOR WELLINGTON
SECONDED: CR BOWLES

THAT the unconfirmed minutes of the Planning and Development Committee meeting held on 26 June 2012, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

As no quorum was achieved at the previous meeting held on 24 July 2012, there are no minutes recorded.

Carried: 6-0

3.0 DISCLOSURE OF INTEREST

Name	Item Number	Nature of Interest
Councillor G Stocks	4.1	Councillor Stocks is the Employer of the owner. Councillor Stocks left the room through the discussion.

4.0 ITEMS FOR DISCUSSION

4.1

Discussion on setbacks e.g. Lot 311 Byland Place McKail Planning application for a shed was not approved due to non compliance with scheme setbacks.

City of Albany staff met the owner on site and an agreement was reached with the owner to put in an application with a 4 metre setback on the rear boundary (1 metre relaxation) but he would reorient the access to his shed and put 7 metre off the side. City of Albany staff also suggested he could put flat water tanks on the side of the shed, and this could be approved under delegated authority. He has accepted the suggestion and waiting on adjoining owner comments.

This is a special residential subdivision part of the rezoning, it is 2000square metre lot, part of the design for the subdivision, the proponent of the subdivision came up with those prescribed setbacks because their vision was to create a sense of openness.

4.1.1 Outbuildings Policy

The changes that were requested at the last Committee Meeting have been made and revised. Adrian Nichol presented the changes to the Committee Meeting.

- **Definition – “Outbuilding”** means an enclosed non-habitable structure that is ancillary to and detached from any dwelling.
- Current provisions allow for too large a shed on small properties and dominate the character of the lot.

- A new row was added to the Outbuilding specifications table
Lots less than 450m² the size of the shed has to be less than 60m² or 10% of the site area whichever is the lesser.
- Suggestion was made to rewrite the first clarification in the document to make it more understandable.
- Look at the potential to increase the allowable sizes for sheds on 4hectare lots and above and see whether or not it's something that if there is an application, if it goes to Council we put in the policy that it is discretion of Council to consider it on its merits.

Discussion was raised in relation to the ability to live in outbuildings.

- It is possible to live in a structure that looks like an outbuilding as long as it is developed in accordance with Class 1A Standards, defined in the Building Codes of Australia. i.e. insulated, solar penetration, all amenities, sealed membrane.

4.2 FINAL ADOPTION OF AMENDMENT – PT LOT50 NANARUP ROAD, KALGAN

ITEM 4.2: RECOMMENDATION

**MOVED:MAYOR WELLINGTON
SECONDED: CR DUFTY**

THAT Council;

1. In pursuance of section 75 of the Planning and Development Act 2005 and Regulation 17(2) of the Town Planning Regulations 1967 **FINALLY ADOPTS WITH MODIFICATIONS** Amendment No. 303 to Town Planning Scheme No.3 subject to following modification;
 - i. Include scheme provisions requiring the preparation of a detailed Subdivision Guide Plan (to be adopted by the City) prior to any subdivision or development, based on the additional information required by the City of Albany and WAPC as detailed in the attached Schedule of Submissions.

NOTES the staff recommendations within the attached Schedule of Submissions and ENDORSES the recommendations in the attached Schedule of Modifications.

CARRIED: 7-0

4.3 FINAL APPROVAL OF AMENDMENT – LOT 50 CHESTER PASS ROAD, KING RIVER

ITEM 4.3 RESOLUTION

**MOVED:CR HOLDEN
SECONDED:CR HORTON**

THAT Council:

- 1) In pursuance of section 75 of the *Planning and Development Act 2005* and *Regulation 17(2)* of the *Town Planning Regulations 1967* **ADOPTS SUBJECT TO MODIFICATION** Amendment No. 299 to Town Planning Scheme No. 3 for

the purposes of:

- i) Rezoning Lot 50 Chester Pass Road, King River from the Rural Zone to Special Rural Zone No. 41 and amending the Scheme Maps accordingly; and
 - ii) Inserting provisions relating to the subdivision development and use of Special Rural Area 41 into Schedule I of the Scheme Text.
- 2) **NOTES** the staff recommendations within the attached Schedule of Submissions and **ENDORSES** those recommendations.

CARRIED: 7-0

4.4 RECONSIDERATION OF MORATORIUM ON SCHEME AMENDMENT REQUESTS/AMENDMENTS DURING PREPARATION OF LOCAL PLANNING SCHEME NO.1

**ITEM 4.4: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: CR STOCKS
SECONDED: CR DUFTY**

That Council:

- 1) **ADVISE** Albany town planning consultancies and advertise publically that the present moratorium on considering any new scheme amendment requests and/or scheme amendments will remain in place until the submissions received on draft Local Planning Scheme No. 1 have been determined by Council.
- 2) **RECONSIDER** the moratorium period as soon as practicable after referring the Schedule of Submissions and draft Local Planning Scheme No. 1 to the WA Planning Commission/Minister for final approval.

CARRIED: 7-0

5.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

Outbuildings Policy – Draft policy 2A

6.0 GENERAL DISCUSSION

7.0 DATE OF NEXT MEETING:

Tuesday 25th September 2012

8.0 CLOSURE OF MEETING

The Chair declared the meeting closed at 7.10 pm.

2.2: PLANNING AND SERVICES REPORTS SEPTEMBER 2012

Responsible Officer : Executive Director Planning and Development
Services (D Putland)
Attachment : Planning and Services Reports September 2012

IN BRIEF

- Receive the contents of the Planning and Services Report for September 2012.

**ITEM 2.2: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the Planning and Services Report for September 2012 be RECEIVED.

THE ATTACHMENT FOR THIS REPORT WILL BE AVAILABLE PRIOR TO THE ORDINARY
COUNCIL MEETING.

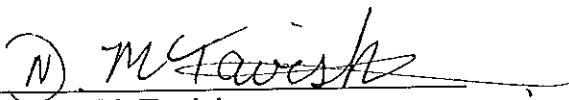
CITY OF ALBANY

REPORT

To : His Worship the Mayor and Councillors
From : Administration Officer - Development
Subject : Building Activity – September 2012
Date : 3 October 2012

1. In September 2012, 55 building permits were issued for building activity worth \$5,133,487. This included 2 demolition licences.

It is brought to Council's attention that these figures included building licence #120304 for the additions to the Albany Surf Life Saving Club; estimated value: \$1,319,449.
2. The 2 attached graphs compare the current City activity with the past 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 permits issued for September 2012, the third month of activity in the City of Albany for the financial year 2012/2013.

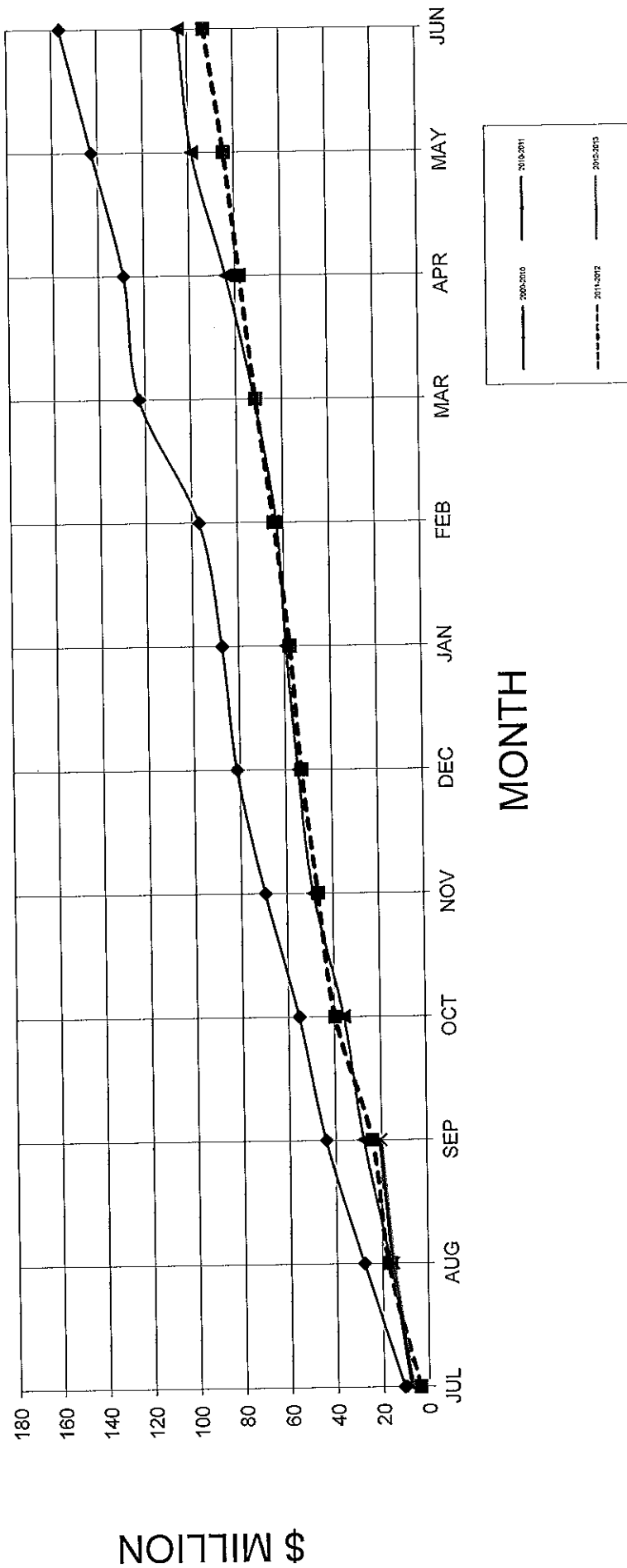

Druella McTavish
Building Services Liaison Officer

CITY OF ALBANY

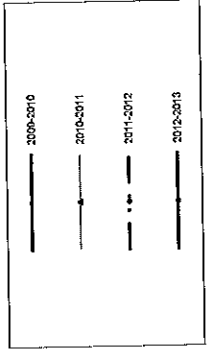
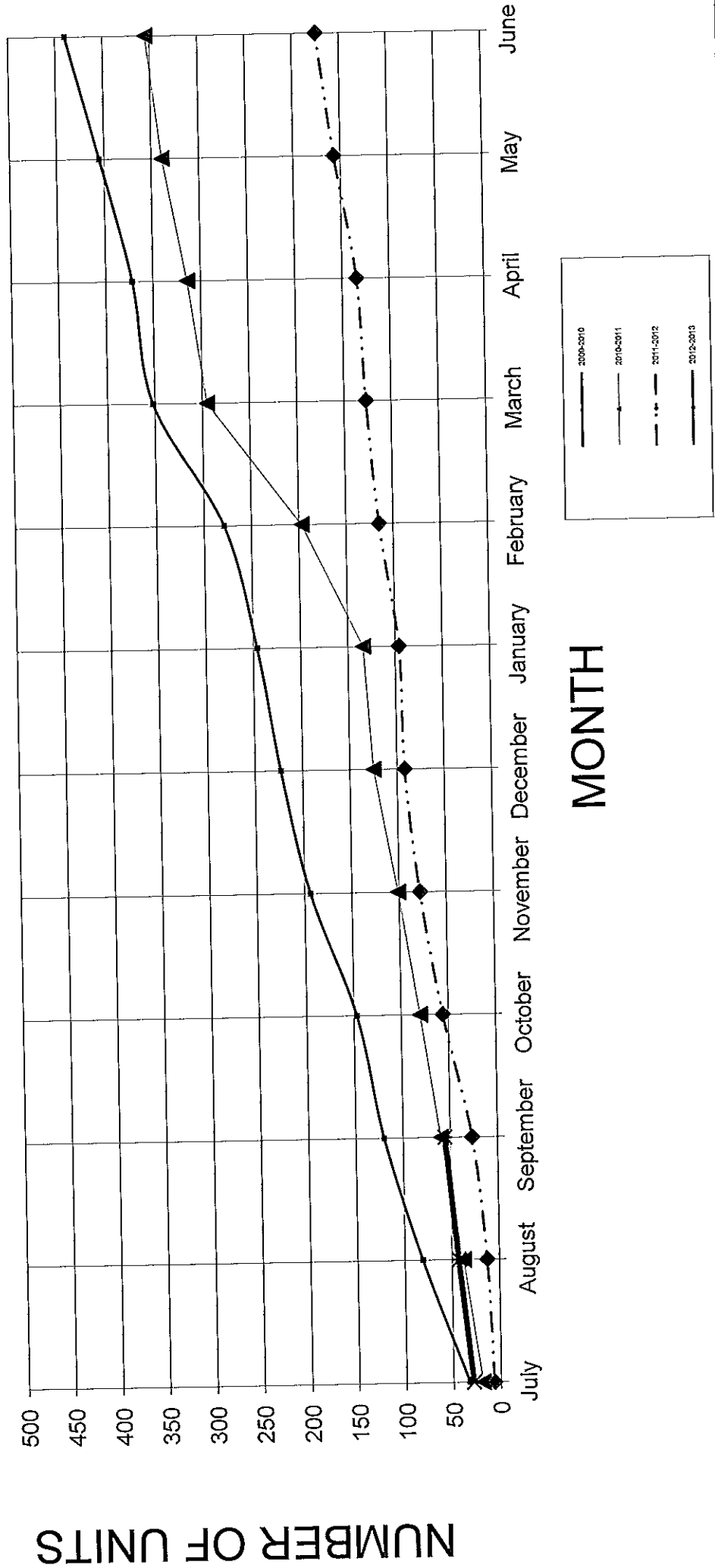
BUILDING CONSTRUCTION STATISTICS FOR 2012 - 2013

2010/2011	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	22	4,930,929	7	1,540,000	6	88,932	27	628,539			1	47,755	5	182,000	3	55,000	7,471,155
AUGUST	14	3,147,178			21	388,741	19	508,776			2	3,183,000	3	505,000	7	208,268	7,950,963
SEPTEMBER	13	3,038,367	0	0	25	295,781	4	126,277	0	0	0	0	1	1,319,449	12	353,613	5,133,487
OCTOBER																	0
NOVEMBER																	0
DECEMBER																	0
2011																	0
JANUARY																	0
FEBRUARY																	0
MARCH																	0
APRIL																	0
MAY																	0
JUNE																	0
TOTALS TO DATE	49	11,116,474	7	1,540,000	52	783,454	50	1,261,592	0	0	3	3,230,755	9	2,006,449	22	616,881	20,555,605

BUILDING ACTIVITY
\$M Value



DWELLING UNITS



NUMBER OF UNITS

MONTH

BUILDING, SIGN & DEMOLITION LICENCES ISSUED UNDER DELEGATED AUTHORITY

Applications determined for September 2012

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
120307	M & A STEEL FABRICATION	CITY OF ALBANY (VESTED CROWN LAND)	PLINTH FOR SCULPTURE - CERTIFIED	2-4	RES 50320 RES	TOLL PLACE	ALBANY
120334	TRICOAST CIVIL	IJ BRUCE	RETAINING WALL - UNCERTIFIED	31	Lot 50	FESTING STREET	ALBANY
120283	RYDE BUILDING	Owner's name and address	NEW DWELLING - UNCERTIFIED	9	Location 284 Lot	SPINNAKER AVENUE	BAYONET HEAD
120312	COMPANY PTY LTD JAC HOLDINGS P/L	not shown at their request ALBANY LIFESTYLE VILLAGE	UNCERTIFIED PATIO - UNCERTIFIED - SITE	74 20	Location 359 Lot	ALISON PARADE	BAYONET HEAD
120313	JAC HOLDINGS P/L	PTY LTD ALBANY LIFESTYLE VILLAGE	29 PATIO - UNCERTIFIED - SITE	500 20	Location 359 Lot	ALISON PARADE	BAYONET HEAD
120314	JAC HOLDINGS P/L	PTY LTD ALBANY LIFESTYLE VILLAGE	55 PATIO - UNCERTIFIED - SITE	500 20	Location 359 Lot	ALISON PARADE	BAYONET HEAD
120315	JAC HOLDINGS P/L	PTY LTD ALBANY LIFESTYLE VILLAGE	31 PATIO - UNCERTIFIED - SITE	500 20	Location 359 Lot	ALISON PARADE	BAYONET HEAD
120321	WEST END FABRICATORS	JMC BUCKLEY	41 PATIO - UNCERTIFIED	35	Location 4790 Lot	HOUGHTON BOULEVARD	BAYONET HEAD
120331	OWNER BUILDER	LF JORDAN	PATIO - UNCERTIFIED	704 4	Location 4635 Lot	FREEMAN CLOSE	BAYONET HEAD
120333	WA COUNTRY BUILDERS	Owner's name and address	DWELLING - UNCERTIFIED	102 23	Location 4790 Lot	GRENFELL DRIVE	BAYONET HEAD
120335	RYDE BUILDING	not shown at their request Owner's name and address	DWELLING - UNCERTIFIED	790 43	Location 4790 Lot	GRENFELL DRIVE	BAYONET HEAD
120255	COMPANY PTY LTD KENT CORPORATION PTY LTD	not shown at their request KNIGHTS PARKS AND	PARK HOME - SITE 27	746 40	Location ALB	WELLINGTON STREET	CENTENNIAL PARK
	LTD	PROPERTIES PTY LTD			TOWN Lot 733		

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
120282	LEEDER GREGORY	AMAROO CARE SERVICES	RETAINING WALL & AMENDED LOCATION OF	63	Lot 127	PIONEER ROAD	CENTENNIAL PARK
120323	AD CONTRACTORS PTY LTD	INC M & S LEVERINGTON	DISABLED CARBAY FOR BP3 DEMOLITION	282	Lot 501	MIDDLETON ROAD	CENTENNIAL PARK
120225	OWNER BUILDER	BE WHITAKER	SHED - UNCERIFIED	3	Lot 251	SHEOAK WAY	COLLINGWOOD
120341	DEKA ROOFING	TR ACKLEY	SHED ADDITION - UNCERIFIED	43	Location 529/5352 Lot 5	TREBOR ROAD	HEIGHTS
301314	BRAYDEN DUNKELD	Owner's name and address	UNAPPROVED EXTENSIONS	35615	Location 4861	ALBANY HIGHWAY	DROME
120318	OWNER BUILDER	not shown at their request G & S BRENTON	TO EXISTING HANGAR ADDITION - UNCERIFIED	25	5643 5650 Lot Location 366 Lot	BALSTON ROAD	GLEDHOW
120346	T GOODALL	B & H COULSON	PATIO - UNCERIFIED	63	Location 233 Lot 147	CULL ROAD	GLEDHOW
120250	GS & LA IRONMONGER	M & N JEFFREE	CARPORT - UNCERIFIED	209	Location 21 Lot 3	MEAD ROAD	KALGAN
120347	OWNER BUILDER	T & T BAILEY	APPROVAL CERTIFICATE	204	Location 767 Lot 217	GULL ROCK ROAD	KALGAN
120324	OWNER BUILDER	B & J GORS	CARPORT - UNCERIFIED	778	Location 707 Lot	CHESTER PASS ROAD	KING RIVER
120252	OWNER BUILDER	BD FARRELL	CHANGE OF CLASSIFICATION CLASS 10A	45	Lot 117	FORSYTH GLADE	KRONKUP
120268	OWNER BUILDER	BD FARRELL	TO CLASS 6 - CERTIFIED CERTIFICATE OF DESIGN	45	Lot 117	FORSYTH GLADE	KRONKUP
120344		BD FARRELL	COMPLIANCE OCCUPANCY PERMIT - FROM SHED TO A GALLERY	45	Lot 117	FORSYTH GLADE	KRONKUP

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
120292	OWNER BUILDER	S & A CURTIS	SHED - UNCERTIFIED	18	Lot 205	ELARAY WAY	LANGE
120353	KOSTERS STEEL	R & R TOGNETTI	SHED - UNCERTIFIED	118	Lot 17	MERCER ROAD	LANGE
120330	CONSTRUCTION PTY LTD RYDE BUILDING	Owner's name and address	DEWLLING AND GARAGE -	64	Location 24 Lot	DIAMOND STREET	LITTLE GROVE
120356	COMPANY PTY LTD Daly & Shaw Building Pty Ltd	not shown at their request GROVE 20 PTY LTD	UNCERTIFIED RETAINING WALL -	129 20	Lot 98	GROVE STREET WEST	LITTLE GROVE
120267	OWNER BUILDER	W & C WINCHESTER	CERTIFIED CHANGE OF USE FROM CLASS 10A TO CLASS 1A - UNCERTIFIED	108	Location 3713	GILGE ROAD	LOWLANDS
120349	KOSTERS STEEL	NK ATKINS & RS GREGG	PATIO - UNCERTIFIED	350	Location 3719 Lot	THOMPSON ROAD	LOWLANDS
120297	CONSTRUCTION PTY LTD FORMATION HOMES PTY LTD	Owner's name and address not shown at their request LA & T SLEEP	NEW DWELLING - UNCERTIFIED PATIO - UNCERTIFIED	11 206	Lot 172	LOWANNA DRIVE	MARBELUP
120132	OUTDOOR WORLD	K & R WOLFE	SHED - UNCERTIFIED	20	Location 381 Lot	ALFRED STREET	MCKAIL
120303	OWNER BUILDER	P ROLOFF & PA DELACEY	SHED - UNCERTIFIED	8	Lot 334	SATELLITE CLOSE	MCKAIL
120308	OWNER BUILDER	R & E VAGG	SHED - UNCERTIFIED	3	Location 399 Lot	WEBB STREET	MCKAIL
120337	J & TW DEKKER PTY LTD	CITY OF ALBANY (VESTED CROWN LAND)	DWELLING - UNCERTIFIED	37	Location 2174 Lot 279	DONALD DRIVE	MCKAIL
120304	RYDE BUILDING	CITY OF ALBANY (VESTED CROWN LAND)	ADDITIONS SURF CLUB - CERTIFIED	4	Location RES 14789 Lot 1474	FLINDERS PARADE	MIDDLETON BEACH
120317	CAMERON CHARLES BROWN	CITY OF ALBANY (VESTED CROWN LAND)	DEMOLITION PERMIT	4	Location RES 14789 Lot 1474	FLINDERS PARADE	MIDDLETON BEACH

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street/Address	Suburb
120322	DIUNKELD	HYSNEX PTY LTD	STORAGE SHED FOR FIRE	189	Lot 868	CHESTER PASS ROAD	MILPARA
120205	CONSTRUCTION PTY LTD RYDE BUILDING	B K HOLLAND & S L COYNE	TRUCK - UNCERTIFIED DWELLING - UNCERTIFIED	220	Lot 5	MIDDLETON ROAD	MIRA MAR
120326	COMPANY PTY LTD ML TURNER & SON PTY LTD	D & K BURKETT	UNAUTHORISED ADDITION -	8B	Lot 1	BEAUCHAMP STREET	MIRA MAR
120320	LTD KOSTERS STEEL	P & E MCNAUGHTON	CERTIFIED SHED - UNCERTIFIED	147	Lot 1	MIDDLETON ROAD	MT CLARENCE
120354	CONSTRUCTION PTY LTD OWNER BUILDER	SI NELSON	RETAINING WALL - CERTIFIED	2-4	Location Lot 32 33	DICKS STREET	MT MELVILLE
120328	A & P FINIGAN BUILDING CO PTY LTD	FORMAN PTY LTD	DWELLING - UNCERTIFIED	192	Location 1990 Lot 122	NULLAKI DRIVE	NULLAKI
120319	OWNER BUILDER	ALISON LORRAINE SMITH	CHANGE OF USE CLASS 10A to CLASS 1A	23	Location 222 Lot 119	LORENZO WAY	ORANA
301476	MATHIJS PETRUS	Owner's name and address not shown at their request	ADDITIONS GARAGE PATIORETAINING WALLS & SWIMMING POOL	36-38	Lot 3	MARTIN ROAD	SPENCER PARK
120345	POUWELSEN KOSTERS STEEL	J POTTER	PATIO - UNCERTIFIED	7	Location 42 Lot 195	GAIRDNER ROAD	SPENCER PARK
120350	CONSTRUCTION PTY LTD OWNER BUILDER	S & H MCCUSKER	SHED ADDITION - UNCERTIFIED	65	Lot 310	DISCOVERY DRIVE	SPENCER PARK
302129	AR & DA DOCKING	D A & U CARTER	DWELLING GARAGE AND	1430	Location 7428	HUNWICK ROAD	TORBAY
120338	OWNER BUILDER	K & C DENHAM	SHED- UNCERTIFIED SHED - UNCERTIFIED	124	Location 7290 Lot 3	NORTON ROAD	TORBAY
301744	OWNER BUILDER	G R SIMMONS	UNAPPROVED STRUCTURE - UNCERTIFIED	24	Location 962 Lot 4	BOOLGANA COURT	TORNDIRRUP

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
120284	RYDE BUILDING	Owner's name and address	NEW DWELLING -		Lot 210	GREENWOOD DRIVE	WILLYUNG
120305	COMPANY PTY LTD TURPS STEEL	not shown at their request THE BAPTIST UNION OF WA	UNCERTIFIED PATIO COVER OVER PLAYGROUND -	20	Location RES	BETHEL WAY	YAKAMIA
120300	FABRICATIONS OWNER BUILDER	INCORPORATED SB GRIMMER & CE JACKSON	UNCERTIFIED SHED - UNCERTIFIED	157	44636 Lot 381 Location 2555	LAKE SAIDE NORTH ROAD	YOUNGS SIDING
120276	Sero Constructions Pty Ltd	REECE PTY LTD	AMENDMENTS TO ORIGINAL BP120073	135	Lot 110	CHESTER PASS ROAD	
120306	Wauters Enterprises Pty Ltd	REECE PTY LTD (ACN 004 097 090)	AMENDMENTS TO ORIGINAL BP120073 - CERTIFIED	135	Lot 110	CHESTER PASS ROAD	
120342	OWNER BUILDER	DO SPRONK	WATER TANK - UNCERTIFIED	112	Location 2571	RYAN ROAD	
120343	OWNER BUILDER	DO SPRONK	SHED - UNCERTIFIED	112	Location 2571	RYAN ROAD	
120348	R & DG CEKEREVAC	P & R NADERI	NEW DWELLING - UNCERTIFIED	26	Lot 2	MELVILLE STREET	

CITY OF ALBANY

REPORT

To : His Worship the Mayor and Councillors
From : Administration Officer - Planning
Subject : Planning Scheme Consents – September 2012
Date : 2 October 2012

1. The attached report shows Planning Scheme Consents issued under delegation by a planning officer for the month of September 2012.
2. Within the period there was a total of 31 decisions made on active Planning Scheme Consents ;
 - 27 Planning Scheme Consents were approved under delegated authority; and
 - 4 Planning Scheme Consents were cancelled.

Jessica Davidson
Administration Officer – Planning

PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY

Applications determined for September 2012.

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2120155	23/07/2012	S Bootes	Stirling Terrace	Albany	Development - Sign	Delegate Approved	4/09/2012	Craig McMurtrie
P2120171	8/08/2012	H&H Architects	Stirling Terrace	Albany	Shop - Additions (Replacement Verandah)	Delegate Approved	24/09/2012	Tom Wenbourne
P2120206	6/09/2012	Plunkett Homes	Middleton Road	Albany	Change Of Use - Office	Delegate Approved	25/09/2012	Tom Wenbourne
P2120198	4/09/2012	S Jordan	Freeman Close	Bayonet Head	Single House - Addition (Carport)	Delegate Approved	6/09/2012	Jessica Anderson
P2120205	6/09/2012	AJ Geddes & RE Payne	Maddison Way	Bayonet Head	Single House	Delegate Approved	20/09/2012	Taylor Gunn
P2120147	18/07/2012	Industry Training And Workplace Services Pty Ltd	Hercules Crescent	Centennial Park	Education Establishment (Mechanical and Engineering Training)	Cancelled	6/09/2012	Taylor Gunn
P2120211	7/09/2012	In-Swing Albany	Sanford Road	Centennial Park	Private Recreation (Golf Simulators) and Incidental Refreshment Kiosk and Bar	Delegate Approved	2/10/2012	Taylor Gunn
P2120185	23/08/2012	BP & HR Coulson	Cull Road	Gledhow	Single House - Ancillary Accommodation Addition (Patio)	Delegate Approved	4/09/2012	Taylor Gunn
P2120186	23/08/2012	G Souti	Runnymede Street	Goode Beach	Use Not Listed - Tourist Accommodation	Delegate Approved	21/09/2012	Adrian Nicoll
P2120187	24/08/2012	S Curtis	Elaray Way	Lange	Single House - Outbuilding (Rear Boundary Setback Relaxation)	Delegate Approved	5/09/2012	Deb Delury
P2120196	3/09/2012	R & JR Coffey	Bay View Drive	Little Grove	Single House (Design Codes Relaxation)	Delegate Approved	19/09/2012	Taylor Gunn
P2120180	15/08/2012	WA Winchester	Gilge Road	Lowlands	Use Not Listed - Chalet	Delegate Approved	20/09/2012	Taylor Gunn
P2120194	31/08/2012	S Maciejewski	Bettys Beach Road	Manypeaks	Public Recreation (Toilets x 3)	Delegate Approved	28/09/2012	Deb Delury
P2120189	24/08/2012	J Witten	Redgum Trail	Marbelup	Single House - Additions (Patio)	Delegate Approved	7/09/2012	Deb Delury
P2120202	5/09/2012	Formation Homes Pty Ltd	Lowanna Drive	Marbelup	Single House	Delegate Approved	7/09/2012	Jessica Anderson
P2120201	5/09/2012	Outdoor World	Alfred Street	McKail	Single House - Addition (Design Codes Relaxation)	Delegate Approved	7/09/2012	Jessica Anderson

AGENDA ITEM 2.2 REFERS

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2120213	10/09/2012	J Dekker	Donald Drive	McKail	Single House (Primary Street Setback Relaxation)	Delegate Approved	13/09/2012	Jessica Anderson
P2120219	17/09/2012	K Wolfe	Satellite Close	McKail	Single House - Outbuilding (Side Setback Relaxation)	Delegate Approved	25/09/2012	Taylor Gunn
P2120109	7/06/2012	A Offer	Morgan Place	McKail	Garden Centre	Cancelled	20/09/2012	Adrian Nicoll
P2120133	29/06/2012	Albany Surf Life Saving Club	Flinders Parade	Middleton Beach	Trim/Removal of Heritage Listed Pine Trees	Delegate Approved	20/09/2012	Tom Wenbourne
P2120169	7/08/2012	DT Large	Adelaide Crescent	Middleton Beach	Shop (Florist and Giftware)	Delegate Approved	7/09/2012	Tom Wenbourne
P2120152	19/07/2012	Daly International	Forts Road	Mt Clarence	Telecommunications Tower - Additions	Delegate Approved	6/09/2012	Tom Wenbourne
P2120177	10/08/2012	Concept Building Design And Drafting	Middleton Road	Mt Clarence	Single House (Design Codes Relaxation)	Delegate Approved	7/09/2012	Deb Delury
P2120215	12/09/2012	Kosters Steel Constructions	Middleton Road	Mt Clarence	Single House - Outbuilding (Secondary Street Setback Relaxation)	Cancelled	18/09/2012	Taylor Gunn
P2120191	29/08/2012	S Nelson	Dicks Street	Mt Melville	Single House - Additions (Design Codes Relaxation)	Delegate Approved	13/09/2012	Taylor Gunn
P2120104	24/05/2012	C Saurin	Simpson Road	Napier	Development (Motocross Track)	Cancelled	3/09/2012	Adrian Nicoll
P2120170	8/08/2012	JE Orchard	Marbelup North Road	Redmond	Zoological Gardens And Shop	Delegate Approved	17/09/2012	Adrian Nicoll
P2120160	27/07/2012	JD Wallis	Gairdner Road	Spencer Park	Holiday Accommodation	Delegate Approved	6/09/2012	Adrian Nicoll
P2120192	24/08/2012	Ryde Building Company Pty Ltd	Greenwood Drive	Willyung	Single House (Side Setback Relaxation)	Delegate Approved	4/09/2012	Taylor Gunn
P2120220	18/09/2012	G Webb	Willyung Road	Willyung	Single House - Addition (Patio)	Delegate Approved	28/09/2012	Taylor Gunn
P2120208	7/09/2012	B Turpin	Bethel Way	Yakamia	Education Establishment - Additions (Roof Cover For Playground)	Delegate Approved	21/09/2012	Deb Delury

**2.3: DEVELOPMENT APPLICATION-SINGLE HOUSE 43 FORSYTH
GLADE, KRONKUP**

ALTERNATE MOTION BY COUNCILLOR GREGSON

**DATE & TIME REQUEST FOR ALTERNATE MOTION RECEIVED: Tuesday 2 October
2012 at 7.48pm.**

**ITEM 2.3: ALTERNATE MOTION BY COUNCILLOR GREGSON
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council resolves to vary the relevant Scheme requirements and issue a Notice of Planning Scheme Consent for a single house in the development exclusion zone and landscape protection area of 43 (Lot 116) Forsyth Glades, Kronkup subject to the following conditions:

- a. Appropriate screening with fire retardant shrubs as part of the revegetation of the area to reduce the visual impact of the development of the area.**
- b. Formally notify the proponent that the outbuilding in the development exclusion area shall not be replaced in situ, nor shall any extension be permitted. In the event the proponent, or any future proponents, wish to add to or rebuild said outbuilding, a new building licence and approval to build outside the building envelope will have to be approved by Council.**
- c. Require a notification to be placed on the title advising prospective purchasers that the outbuilding located in the development exclusion zone shall not be replaced in situ and no extension shall be permitted without Council approval.**

Councillor's Reason:

The nominated cleared area was cleared by the former owner of the property. If the proponents are forced to clear a possible further 3000m² of the approved building envelope, it will create a huge scar on the landscape and will be seen from Lower Denmark Road and Hortin Road.

The approved building envelope is on an extremely steep slope and could be subject to severe erosion and land slips particularly in rains that have occurred in late September this year, with more than 80mm in 24 hours.

The owner would be forced to bulldoze pristine vegetation, some of the last remnant bushland area on the Torbay Hill.

The Torbay Hill (Kronkup) is in a volatile fire zone, and on this steep and heavily timbered slope an extra long fire break would have to be cleared downhill from the house if it were constructed within the nominated building envelope.

Officer's Comment (Executive Director Planning and Development Services):

The land on which the dwelling is proposed to be constructed is located within Special Rural Zone Area No. 14 and is therefore subject to the Special Provisions set out in Item 14 of the Scheme.

Clause 5.1 of the Special Provisions states that "Buildings, tanks and structures shall not be constructed within the "Development Exclusion Area designated in the Subdivision Guide Plan".

The Officer's Recommendation is that the application should be refused as:

1. The proposed development is contrary to the requirement in clause 5.1 that buildings shall not be constructed within the "Development Exclusion Area" designated in the subdivision guide plan;
2. The proposed development is not consistent with the objective of the Zone as stated in clause 2.0 of Item 14, Schedule 1;
3. Variation of the requirements contained in clause 5.1 would have an adverse impact on the inhabitants of the locality or upon the likely future development of the locality:
and
4. The proposed development will provide further precedent for permitting the location of a dwelling within designated "Development Exclusion Areas".

**2.3: DEVELOPMENT APPLICATION-SINGLE HOUSE 43 FORSYTH
GLADE, KRONKUP**

ALTERNATE MOTION BY COUNCILLOR DUFTY

**DATE & TIME REQUEST FOR ALTERNATE MOTION RECEIVED: Wednesday 3 October
2012 at 9.04am.**

**ITEM 2.3: ALTERNATE MOTION BY COUNCILLOR DUFTY
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council resolves to vary the relevant scheme requirements and ISSUE a Notice of Planning Scheme Consent for a single house in the development exclusion zone and landscape protection area on 43 (Lot 116) Forsyth Glade, Kronkup subject to conditions considered appropriate by the Executive Director Planning and Development services.

Councillor's Reason:

To clear land in the allotted building envelope would be an ecological disaster. It is very dense, diverse high quality bush and is much steeper than the site that was already cleared adjacent to the existing sheds.

Both a Torbay Catchment Group officer and a local Fire Control Officer agree that enforcing the building envelope would be detrimental because of the increased fire risk and the destruction of high quality bush.

The proponent has a history of good environmental management and can be relied upon to correctly address the revegetation of the area adjoining the proposed house.

The proponent has indicated that the proposed dwelling will be blended into the landscape.

Officer's Comment (Executive Director Planning and Development Services):

The land on which the dwelling is proposed to be constructed is located within Special Rural Zone Area No. 14 and is therefore subject to the Special Provisions set out in Item 14 of the Scheme.

Clause 5.1 of the Special Provisions states that "Buildings, tanks and structures shall not be constructed within the "Development Exclusion Area designated in the Subdivision Guide Plan".

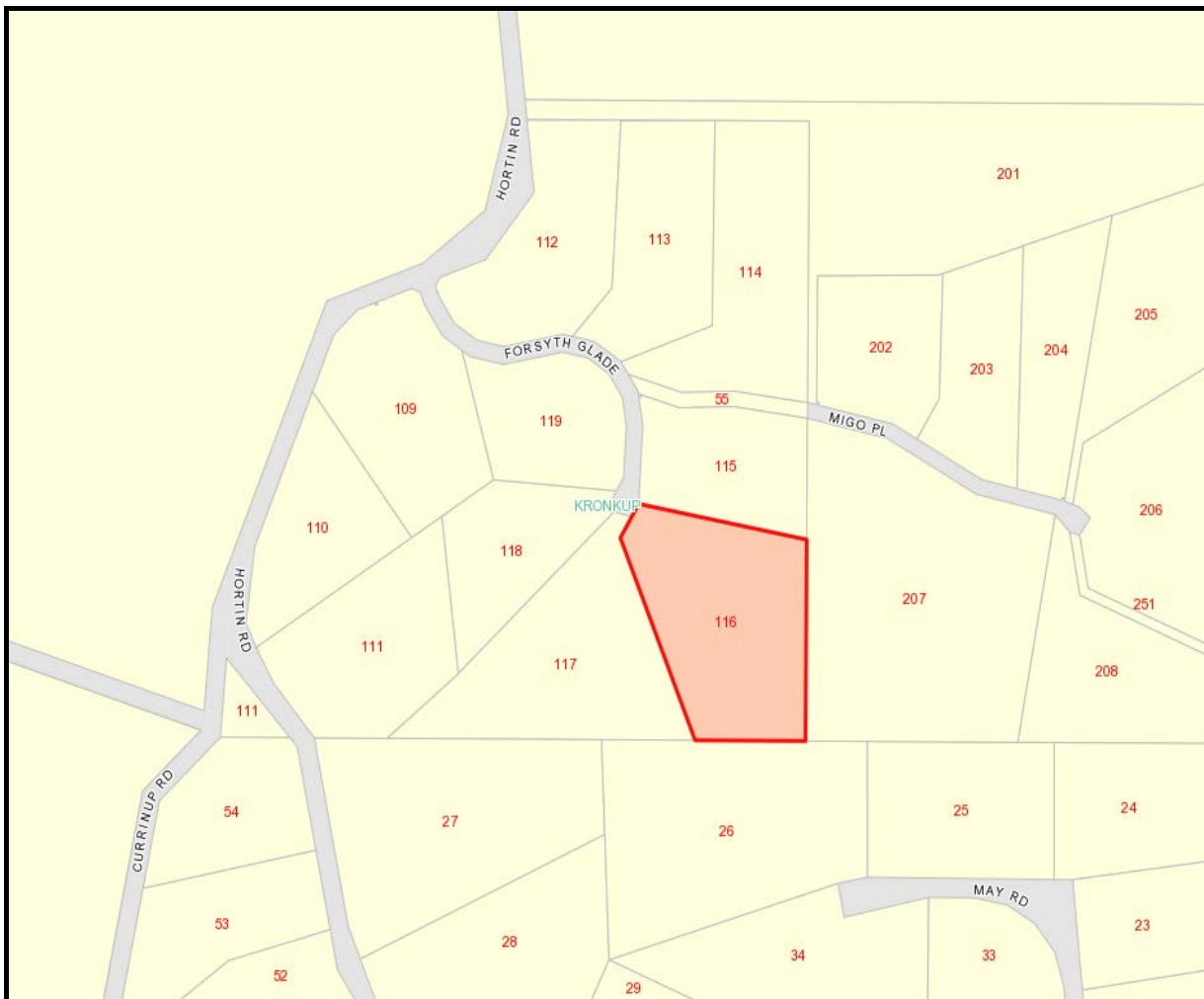
The officer's recommendation is that the application should be refused as:

1. The proposed development is contrary to the requirement in clause 5.1 that buildings shall not be constructed within the "Development Exclusion Area" designated in the subdivision guide plan;
2. The proposed development is not consistent with the objective of the Zone as stated in clause 2.0 of Item 14, Schedule 1;
3. Variation of the requirements contained in clause 5.1 would have an adverse impact on the inhabitants of the locality or upon the likely future development of the locality:
and
4. The proposed development will provide further precedent for permitting the location of a dwelling within designated "Development Exclusion Areas".

**2.3: DEVELOPMENT APPLICATION – SINGLE HOUSE 43 FORSYTH
GLADE, KRONKUP**

Land Description : 43 (Lot 116) Forsyth Glade, Kronkup
Proponent : Simon John Neville and Anne Louise Ireland
Owner : Simon John Neville
Business Entity Name : N/A
Attachments : Neighbour consultation responses.
Councillor Workstation : Nil
Responsible Officer(s) : Executive Director Planning & Development Services
(D Putland)

Maps and Diagrams:



Officer's Comment (Executive Director Planning and Development Services):

The land on which the dwelling is proposed to be constructed is located within Special Rural Zone Area No. 14 and is therefore subject to the Special Provisions set out in Item 14 of the Scheme.

Clause 5.1 of the Special Provisions states that "Buildings, tanks and structures shall not be constructed within the "Development Exclusion Area designated in the Subdivision Guide Plan".

The Officer's Recommendation is that the application should be refused as:

1. The proposed development is contrary to the requirement in clause 5.1 that buildings shall not be constructed within the "Development Exclusion Area" designated in the subdivision guide plan;
2. The proposed development is not consistent with the objective of the Zone as stated in clause 2.0 of Item 14, Schedule 1;
3. Variation of the requirements contained in clause 5.1 would have an adverse impact on the inhabitants of the locality or upon the likely future development of the locality:
and
4. The proposed development will provide further precedent for permitting the location of a dwelling within designated "Development Exclusion Areas".

IN BRIEF

- The application proposes to locate a single house within the development exclusion and landscape protection areas contained in the “Special Rural” area 14 special provisions and shown on the associated subdivision guide plan.
- While assessing a building licence submitted by the Proponents in May 2012 for a House, staff noted that contrary to the building licence an outbuilding had been unlawfully constructed within the development exclusion area and landscape protection area.
- More than 3000m² of vegetation had been unlawfully cleared in association with the construction of the outbuilding, further unlawful clearing occurring in 2012 pre-emptively preparing the site for the construction of the dwelling.
- Applicant requested to build dwelling in clearing.
- Some opposition from local residents (4 out of 5) opposing.
- Council is required to determine whether to vary a Scheme requirement by taking into consideration the matters set out in Clause 5.4 and Clause 5.16 sub clause 5.16.3 in Particular of Town Planning Scheme 3.
- Council, if it approves this application, may establish a precedent for development to occur, in this and other development exclusion areas. This may also lead to other provisions of the Town Planning Scheme being questioned and undermined.
- The Chief Executive Officer, who is delegated by Council to issue planning enforcement notices, may issue a Notice under the Planning and Development Act 2005 to the Proponent with an instruction to cease the existing unlawful use and revegetate and maintain the unlawfully cleared areas to the satisfaction of the City in perpetuity.

RECOMMENDATION

ITEM 2.3: RESPONSIBLE OFFICER RECOMMENDATION

VOTING REQUIREMENT: SIMPLE MAJORITY

1. **THAT Council resolves to ISSUE a Notice of Refusal to Grant Planning Scheme consent for a single house on 43 (Lot 116) Forsyth Glade, Kronkup on the grounds that:**
 - I. **The proposed development is contrary to clause 5.1 of the Special Provisions for special Rural area 14 as contained in item 14 in Schedule I of Town Planning Scheme 3;**
 - II. **The proposed development is contrary to the requirement in clause 5.2 of the Special Provisions for special Rural area 14 as contained in item 14 in Schedule I of Town Planning Scheme 3;**
 - III. **The proposed development is contrary to the requirement in clause 5.3 of the Special Provisions for special Rural area 14 as contained in item 14 in Schedule I of Town Planning Scheme 3;**
 - IV. **The proposed development is not consistent with the objective of the Zone as stated in clause 2.0 of the Special Provisions for special Rural area 14 as contained in item 14 in Schedule I of Town Planning Scheme 3;**
 - V. **A variation of the requirements contained in clauses 5.1 and 5.2 would have an adverse effect on the inhabitants of the locality or upon the likely future development of the locality.**
2. **THAT Council directs the Chief Executive Officer to take appropriate action to require the following;**
 - i. **The revegetation of the cleared development exclusion area to reduce the visual impact of the outbuilding on the area. and**
 - ii. **Formally notifying the Proponent and requiring appropriate notifications to prospective purchasers (in the form of a section 70 A of the Transfer of Land Act) that inform them that the outbuilding located in the development exclusion area shall not be replaced in situ or no extension to the outbuilding shall be permitted.**

BACKGROUND

1. An application for Planning Scheme Consent has been received for a Single House at (lot 116) 43, Kronkup.
2. The subject site is located on Forsyth Glade, Kronkup It is approximately 37 391m² in area and is zoned 'Special Rural' area 14 under Town Planning Scheme No. 3 and retained under the draft Local Planning Scheme No. 1 as "Rural residential" area 11.
3. The subdivision Guide plan for the area includes development exclusion and landscape protection areas to prevent buildings being constructed.

4. The special provisions includes the following Objectives for the Zone;
“ 2.0 The purpose of the subdivision is to create rural residential retreats which blend in with the landscape, minimise visual impact from Hortin Road and minimise the export of nutrients from the site.”
5. The special provisions includes the following scheme requirements;

*“5.0 Location of Buildings and Structures
5.1 Buildings, tanks and structures **shall not** be constructed within the "Development Exclusion Area" designated on the Subdivision Guide Plan.

5.2 All building shall be located within a building envelope not exceeding 3,000m². The location of building envelopes shall be determined on site by the landowner in conjunction with Council with the intention of maximising views whilst minimising the external and internal visual impact of dwellings, outbuildings and access legs.

All buildings shall be setback a minimum of 30 metres from the lot boundary abutting Hortin Road and 15 metres from all other lot boundaries.

5.3 Buildings shall be sited to allow a low fuel zone, not less than 20 metres wide, which does not encroach any landscape protection area as shown on the Subdivision Guide Plan...”*
6. A building licence was issued for an outbuilding on the lot in the year 2000.
7. While assessing a building licence submitted by the Proponents in May 2012 for a House, Staff noted that contrary to the building licence an outbuilding had been unlawfully constructed within the development exclusion area and landscape protection area.
8. More than 3000m² of vegetation had been unlawfully cleared in association with the construction of the outbuilding, further unlawful clearing occurring in 2012 pre-emptively preparing the site for the construction of the dwelling.
9. The Proponent was informed that the building licence could not be approved in that location and was encouraged to review the proposal in accordance with the scheme provisions and subdivision guide plan.
10. The Proponent however has ignored City staff advice, and decided to lodge an application for planning consent proposing to locate the house inside the development exclusion and landscape protection areas contained in the “Special Rural” area 14 special provisions and shown on the associated subdivision guide plan.
11. When Council consider applications of this nature ,Council is required to consider whether to vary a Scheme requirement by taking into consideration the matters set out in Clause 5.4 and Clause 5.16 sub clause 5.16.3 in Particular of the Town Planning Scheme 3.

DISCUSSION

12. The application seeks approval for a single house of approximately 158 m² that is located close to the existing unapproved shed within the development exclusion and landscape protection areas contained in the “Special Rural” area 14 special provisions and shown on the associated subdivision guide plan.

13. The single house is proposed to be constructed centrally on Lot 43 between above the 100 m AHD contour line.
14. The proposed building area is well within the development exclusion and landscape protection area as delineated on the subdivision guide plan and exclusion area starts at approximately the 96 m AHD line (according to the original Amending document AMD 126).
15. It is noted that the application does not include a request for the retrospective approval for the unlawfully constructed Outbuilding that is located within the development exclusion and landscape protection area.
16. The Proponent according to their application is requesting to build inside the development exclusion zone for the following reason: *"we feel we have been 'wronged' primarily by the real estate agent and previous owners."*
17. The Proponent states that they were misinformed at the time of purchasing the block, about special provisions, the development exclusion zone and the legitimacy of the outbuilding's location on the subject lot.
18. The purpose of the Special Rural area is to create rural residential retreats which blend in with the landscape, minimise visual impact from Hortin Road and minimise the export of nutrients from the site.
19. The relevant scheme provisions makes it clear that Buildings, tanks and structures shall not be constructed within the "Development Exclusion Area" and that **All** buildings shall be located within a building envelope not exceeding 3,000m².
20. The scheme provisions also further states that the location of building envelopes shall be determined on site by the landowner in conjunction with Council with the intention of maximising views whilst minimising the external and internal visual impact of dwellings, outbuildings and access legs.
21. The scheme provisions also states that buildings shall be sited to allow a low fuel zone, not less than 20 metres wide, which does not encroach any landscape protection area as shown on the Subdivision Guide Plan.
22. The proposal is not consistent with the objective of the zone and the abovementioned scheme provisions and requirements.
23. The intent of the exclusion zone was to prohibit residences and outbuildings from being located in the area defined as the development exclusion zone and therefore reducing the visual impact on surrounding areas.
24. The building exclusion area was delineated on the Subdivision Guide plan and according to the rezoning document was based on avoiding land ;
 - *Within 50 metres of the watercourse;*
 - *30 metres from Hortin Road;*
 - *Within 15 metres from other boundaries;*
 - ***above the 96 metre contour; and***
 - *Areas subject to winter water logging.*

25. Notwithstanding the above Council has the ability to vary scheme requirements.
26. Council when considering variation to a Scheme requirement must take into account the relevant matters set out in Town Planning Scheme 3, complying with the public consultation requirements of the Planning Scheme and considering the views expressed as part of the consultation.
27. A variation to the requirements can only be supported if the proposed development would be;
 - a. appropriate having regard to the matters to be considered included in clause 5.4 of the Scheme and
 - b. The proposal will not have an adverse effect on the locality or upon the likely future development of the locality.”
28. This application was advertised in accordance with requirements of the Town Planning Scheme and from the submissions received it is clear that the adjoining land owners and residents of the area is of the opinion that the proposal will have an adverse impact on them and the amenity of the area.
29. The proposal also does not generally meet the pertinent matters of clause 5.4 of TPS 3 - Matters to be considered.
30. A suitable alternative building site outside of the development exclusion and landscape protection area on the subject lot is available. Constructing a house in this area will unfortunately result in further clearing on the lot and will have an additional impact on the amenity of the area in the medium term. The revegetation of the existing clearing with advanced specimens of endemic species and allowing additional regrowth should however reduce the impact on the area within a few years.
31. The proposal cannot be supported by staff because it is contrary to Special Provisions for special Rural area 14 and a variation of the requirements would have an adverse effect the locality and would also set a undesirable precedent for the area.
32. Staff therefore recommends that the application for planning consent be refused and also recommend that Council supports the commencement of appropriate compliance /enforcement action for the restoration and revegetation of the unlawfully cleared area.
33. With regards to the existing outbuilding located within the development exclusion and landscape protection area.
34. This application does not formally include a request for the retrospective approval of the outbuilding.
35. Council could however use this as an opportunity to provide direction on the appropriate action to be taken to resolve this matter.
36. The building is unlawfully located in the development exclusion area and Council could legitimately require the removal of the outbuilding through enforcement action. Or alternatively given that the outbuilding has been there for several years and being a non habitable structure require through enforcement action or as a condition of development approval of a single house;

- a. Appropriate screening with vegetation as part of the revegetation of the area to reduce the visual impact of the development on the area. and ;
- b. Formally notify the Proponent that the outbuilding located in the development exclusion area shall not be replaced in situ or no extension shall be permitted.
- c. Require a notification to be placed on the title advising prospective purchasers that the outbuilding located in the development exclusion area shall not be replaced in situ or no extension shall be permitted.

GOVERNMENT CONSULTATION

37. Nil.

PUBLIC CONSULTATION / ENGAGEMENT

38. The application was advertised in accordance with requirements of section 5.16.2 from 24 July 2012 to 14th of August 2012 with letters written to 17 surrounding landowners and a sign being placed onsite.
39. A total of five (5) responses were received, one (1) of which was supportive. The other four (4) responses raised objections or concerns (in summary) about the impact that the proposed development will have on the visual amenity of the area with an increased visibility from Hortin road and other lots in vicinity, and the undesirable precedent that will be set by approving the variation. Some of the submissions also suggest alternative areas for locating the building and suggests other ways of lowering the impact of the development (For detail information please refer to the responses that are attached to this report).

STATUTORY IMPLICATIONS

40. The special provisions includes the following Objectives for the Zone;
“ 2.0 The purpose of the subdivision is to create rural residential retreats which blend in with the landscape, minimise visual impact from Hortin Road and minimise the export of nutrients from the site.”
41. The special provisions includes the following scheme requirements;

“5.0 Location of Buildings and Structures

*5.1 Buildings, tanks and structures **shall not** be constructed within the "Development Exclusion Area" designated on the Subdivision Guide Plan.*

5.2 All building shall be located within a building envelope not exceeding 3,000m². The location of building envelopes shall be determined on site by the landowner in conjunction with Council with the intention of maximising views whilst minimising the external and internal visual impact of dwellings, outbuildings and access legs.

All buildings shall be setback a minimum of 30 metres from the lot boundary abutting Hortin Road and 15 metres from all other lot boundaries.

5.3 Buildings shall be sited to allow a low fuel zone, not less than 20 metres wide, which does not encroach any landscape protection area as shown on the Subdivision Guide Plan...”

42. The subject area was rezoned as part of Amendment 126 in 1996. The following information formed part of the amending document of Amendment number 126 and was considered for further clarification. The information reiterates the intent of the exclusion zone.

"2.1.6 VISUAL IMPACT

An important component of land suitability is visual impact and the requirement that closed subdivision does not have a detrimental impact on surrounding areas. The Shire of Albany Rural Strategy recognises this requirement and indicates that the site is located in "Visual Management Area A and B". Areas within Visual Management Area A are highly visible and or of high scenic quality.

The strategy notes that; "Where rural residential developments are to be established, compliance with development conditions to prevent or minimise the risk of degradation to the visual resource is required". The overall low level of density proposed aided with the site's topographical features, and a clustering of development on the lower slopes will result in minimal impact offsite.

To further assist in minimising visual impact, the following planning controls are proposed:

- *Maintain the majority of remnant vegetation on the site with controls to prevent further clearing.*
- *Carefully locate driveways and firebreaks in less visually prominent locations.*
- *Building materials for residences and outbuildings to be "low reflective" with the use of zincalume and off-white colourbond being prohibited. The use of localised natural colours such as browns and greens which compliment or are sympathetic to the landscape will also be promoted.*
- *Limiting dwelling height to 7.5 metres and outbuilding height to 5 metres above the natural ground level.*
- *Revegetation buffers created where appropriate."*

...2.1.8 BUILDING EXCLUSION AREA

council has experienced various problems with the location of building envelopes on Special Rural lots. There is often pressure for the relocation of the building envelopes which creates administration concerns and may present unforeseen visual impacts to adjoining properties. To maintain appropriate controls of visual protection and minimising nutrient export from the site, it is proposed to utilise a "Development Exclusion Area". Residences and outbuildings will be prohibited in the area defined as (emphasis added):

- *within 50 metres of the watercourse;*
- *30 metres from Hortin Road;*
- *15 metres from other boundaries;*
- ***above the 96 metre contour; and***
- *Areas subject to winter water logging."*

43. When Council considers whether to vary a Scheme requirement they need to do so taking into account the matters set out in Clause 5.4 and Clause 5.16 sub clause 5.16.3 in Particular of Town Planning Scheme 3. After complying with section 5.16.2.

"5.16.2 In considering an application for planning consent under this clause, where, in the opinion of the Council, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is subject of consideration for the variation, the Council is to:

(a) consult the affected parties by following one or more of the provisions for advertising uses pursuant to clause 5.1.4; and

(b) Have regard to any expressed views prior to making its determination to grant the variation.”

44. A Variation to the requirements can only be supported if an application meets the following according to the Town Planning Scheme ;

“5.16.3 The power conferred by this clause may only be exercised if the Council is satisfied that:

(a) approval of the proposed development would be appropriate having regard to the criteria set out in clause 5.1A; and

(b) The non-compliance will not have an adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality.”

Please note that there is no clause 5.1 A this clause should refer to clause 5.4 Matters to be considered for clarification on this interpretation please refer to similar clauses in Town Planning Scheme 1A Clause 4.10.2 and Clause 7.8A .

45. The Council in considering an application for planning consent is to have due regard to clause 5.4 of Town planning Scheme 3 the following matters as are in the opinion of staff relevant to the application:

“ 5.4 Matters to be Considered by Council

The Council in considering an application for planning consent is to have due regard to such of the following matters as are in the opinion of the Council relevant to the use or development the subject of the application:

- (a) the aims and provisions of the Scheme and any other relevant town planning schemes operating within the Scheme Area;
- (b) the requirements of orderly and proper planning including any relevant proposed new town planning scheme or amendment, or region scheme or amendment, which has been granted consent for public submissions to be sought;...
- (f) any Town Planning Scheme Policy adopted by the Council under clause 6.9, and any other plan or guideline adopted by the Council under the Scheme;...
- (i) the compatibility of a use or development with its setting;...
- (l) the likely effect of the proposal on the natural environment and any means that are proposed to protect or to mitigate impacts on the natural environment;...

- (m) whether the land to which that application relates is unsuitable for the proposal by reason of it being, or likely to be, subject to flooding, tidal inundation, subsidence, landslip, bush fire, or any other risk;
- (n) the preservation of the amenity of the locality;
- (o) the relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;...
- (w) whether the proposal is likely to cause soil erosion or land degradation;...
- (y) any relevant submission received on the application;...
- (zb) any other planning consideration the Council considers relevant..."

STRATEGIC IMPLICATIONS

46. This item relates directly to the following elements of the City of Albany Strategic Plan (2011-2021):

Key Focus Area

Lifestyle and Environment

Community Priority

Preservation of Albany's uniqueness

Proposed Strategies

Protect remnant vegetation (particularly in urban areas) to preserve Albany's beauty and uniqueness

47. The Albany local planning strategy also includes the following relevant Strategic objective that

8.4.2 Vegetation and Landscape

STRATEGIC OBJECTIVE:

"Maintain the character of the rural landscape within the district and protect areas of significant remnant vegetation."

POLICY IMPLICATIONS

48. Council, if it approves this application, may establish a precedent for development to occur, in this and other development exclusion areas. This may also lead to other provisions of Town Planning Scheme being questioned and undermined.

RISK IDENTIFICATION & MITIGATION

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>The Proponent may lodge an application for review to the State Administrative Tribunal of the City's decision to refuse the proposal.</i>	<i>Likely</i>	<i>Minor</i>	<i>Medium</i>	<i>The decision is based on sound planning grounds.</i>
<i>The affected parties may lodge an application for review to the State Administrative Tribunal of the City's decision to Approve the proposal.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Refusal or Approval with Appropriate conditions to address concerns rose.</i>
<i>If Council approves this application a precedent will be set</i>	<i>Likely</i>	<i>Moderate</i>	<i>Medium</i>	<i>Mitigation is dependent on Councils decision.</i>

FINANCIAL IMPLICATIONS

49. The standard fee has been paid by the Proponent for the application.

LEGAL IMPLICATIONS

50. Should Council follow the alternate recommendation and Approve the proposal, the affected parties may lodge an application for review to the State Administrative Tribunal of the City's decision to Approve the proposal such an appeal would be a Class 1 appeal which does not involve legal representation, and therefore such costs would be mainly staff time.

ALTERNATE OPTIONS

Council could determine that the use is acceptable and make the following resolution:

THAT Council resolves to vary the relevant scheme requirements and ISSUE a Notice of Planning Scheme Consent for a single house in the development exclusion zone and landscape protection area on 43 (Lot 116) Forsyth Glade, Kronkup subject to conditions considered appropriate by the Executive Director Planning and Development services.

SUMMARY CONCLUSION

- 51. According to the Proponent they were misinformed by the real estate agent and /or former owner about the special provisions, the development exclusion zone and the legitimacy of the outbuilding's location on the subject lot.
- 52. While City staff understands the Proponents predicament, the single house in the development exclusion area and landscape protection cannot be supported because it is contrary to Special Provisions for special Rural area 14 and requires a variation of the requirements would have an adverse effect the locality and would also set a undesirable precedent for the area.

53. City Staff therefore recommends that the application for planning consent be refused and also recommend that Council supports the commencement of appropriate compliance enforcement action for the restoration and revegetation of the unlawfully cleared area.
54. With regards to the existing outbuilding staff also recommend taking the appropriate action to ensure the following ;
- i. The revegetation of the area to reduce the visual impact of the outbuilding on the area. and
 - ii. Formally notifying the Proponent and prospective purchasers that the outbuilding located in the development exclusion area shall not be replaced in situ or no extension shall be permitted.

Consulted References	Town Planning Scheme 3
File Number (Name of Ward)	A 165062 (WEST WARD)
Previous Reference	Nil



Doc No City of Albany Records
File ICR1271746
Date DB.PSC.2.A165062
Officer 06 AUG 2012
SPLAN2

Attach
Box
Vol
Box+Vol

FILED
Jan

6 AUGUST, 2012

REF: A 165062/PA 38482/P2120134.
RE: PROPOSAL FOR LOCATION OF A NEW
HOUSE ON LOT 43 FOLSETH BLVD
OUTSIDE THE PRESCRIBED BUILDING
ENVELOPE.

I would like to support the
proposal.

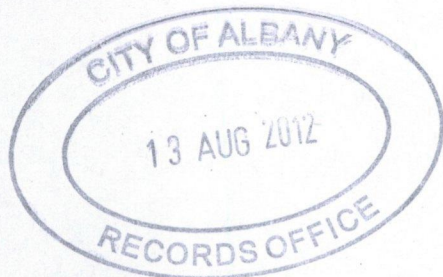
A precedent for building a
structure ie a live-in shed
by a previous owner of the property
some years ago has been set.

The prescribed building envelope
appears more heavily wooded and
removal of the quantity of vegetation
and trees to enable compliance
with the prescribed bldg envelope
would be unreasonable.

I believe the additional clearance
work done was not in defiance

of the regulation but more so in practicality, common sense and safety. In order to comply with the recommended "backfire ready" 20m limit of safety to help combat bush fires is better achieved by what has been done rather than abandoning the cleared area and starting again, by clearing the prescribed building envelope.

In addition, I believe that many native trees have now been planted to help offset those lost.



Your ref :A165062/PA38482/P2120134

12th August, 2012

Chief Executive Officer
City of Albany
PO Box 484
Albany WA 6331



City of Albany Records
Doc No: ICR1272287
File: A165062
Date: 13 AUG 2012
Officer: SPLAN2

Attach:
Box
Vol
Box+Vol.

I appreciate this opportunity to make a submission on the application to vary the site and development standards and requirements at 43 Forsyth Glade, Kronkup.

With my family, we are the original residents of this subdivision. We share a common boarder along our southern side with the lot (116) subject of the application.

We are not in favour of a variation which would have the result of increased visibility of the buildings in a manner inconsistent with the development guidelines. Having said that, I understand that strict compliance would result in further clearing of the block in the authorised building envelope and, with its steep slope, would mean further detrimental impact on the area, particularly to the artesian water flow. Effective rehabilitation of the cleared area would take some years.

My personal view is that if the current owner had not restored the clear cut-away area of what was the (unauthorised but) intended building site and cut the intended drive-way around the shed, it would have been the 'lesser evil' location for buildings in that position without further detriment. To summarise, I do not support (further) clearing the authorised site or building on the 'raised' envelope which is proposed in this application. Whatever may be ultimately approved should, in my view, seek to reduce the visibility of the buildings from Hortin's Road and local properties.

My more serious concern is the establishment of precedent in varying building envelopes in the sub-division. I am aware of the wishes of the owners of three other blocks abutting ours to make what I consider outrageous variations to relocate their building envelopes.

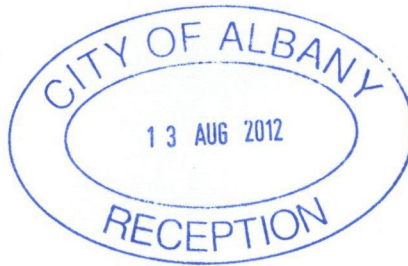
I also understand that some blocks in the area were sold without full prior disclosure of the local regulations and requirements to the purchasers. I would hope that future developments as well as this application are undertaken in reasonable compliance of what was an appropriate planning process for the area.

Yours sincerely



10 AUGUST, 2012

CHIEF EXECUTIVE OFFICE
CITY OF ALBANY
PO BOX 484
ALBANY WA 6331



Doc No: City of Albany Records
ICR1272288
File: A165062
Date: 13 AUG 2012
Officer: SPLAN2

Dear Sir

Your Ref: A165062/PA38482/P2120134
Submission for 43 Forsyth Glade, Kronkup

Attach.
Box:
Vol:
Box+Vol.

Please find below our reasons for rejecting the proposed changes to the building envelope for the above property:

- VISUAL IMPACT

As the property in question is further up the hill from our property, if the new building is placed where proposed we will be able to see the entire height of it from sandpad to roof ridge. We can already see the upper portion of the existing building – which until recently we understood to be an approved dwelling – however if the new building was to be built within the building envelope as shown on the subdivision's guideplan, it is unlikely that it would have such an impact.

The guideplan also states that buildings should have minimal visual impact from Hortin Road. If built as proposed, this would contravene the guideplan's conditions.

- PRECEDENT

Before we purchased our property in 2003, we obtained the subdivision's guideplan to ensure we understood the conditions it entailed. As a result of this study, we planned and orientated our own dwelling within our designated building envelope in recognition of where the building envelopes of the other properties were.

If this proposal is approved, we are concerned that this will set a precedent that other landowners in this and neighbouring subdivisions may use to force through similar changes that will be unacceptable to their neighbours and potentially impinge further the ambience of the area.

In closing we note that another property has recently been placed on the market, and we can only hope that (unlike other real estate agents) this one will provide prospective purchasers with the subdivision's guideplan earlier in the process than has previously been the case (if at all!) so that they can make an informed choice before deciding to make their offer.

Thank you for providing us with the opportunity to voice our concerns.

Yours sincerely

Jan Van Der Mescht –Senior Planning Officer
 Albany City Council
 North Road

REF: Notice of Application For Planning Consent
 A165062/PA38482
 43 Forsyth Glade, Kronkup

Dear Mr. Van Der Mescht

We would like to strongly oppose the application to vary the site and development standards and requirements, as prescribed by Town Planning Scheme NO.3.

- A. The original subdivision was approved with set Building Envelopes. Purchasers of the properties should have enquired about any building envelopes at the time of purchase. Building envelopes ensure that everybody has a view and their houses have minimal visual impact. If 43 Forsyth was to have its building envelope changed the visual impact would be too big to be acceptable.
- B. Changing the building envelope for 43 Forsyth would also set a precedent for any other undeveloped blocks of land to change their building envelope. This would negatively impact visually, financially (real estate values would be negatively impacted), environmentally and socially (current envelopes ensure a level of privacy)
- C. Changing the building envelopes would impact negatively on the environment. We are very disappointed to see that an area outside the building envelope has been cleared again. The block is very steep and the vegetation is needed to help keep the soil from eroding away. We have seen that clearing of native vegetation has caused erosion on blocks on May Road.
- D. Sticking to the approved building envelope also presents a much better place in terms of Fire Safety. As it is not enough planning has been done to ensure that residents build using fire resistant housing. FESA recommends a clearing of 20m around the house site. If the building envelope was to be changed the visual impact and that of the 20m clearance would be unacceptable.
- E. Real Estate values of other properties would be impacted negatively by the changing of the building envelope. The intention of the building envelopes was to ensure minimal visual impact of housing developments giving a sense of a “bush Setting”.

We have lived around the “hill” for about 11 years and have seen examples of Town Planning recommendations being undermined with people using potentially unsafe fill, poisoning of trees, burning of native vegetation in order to get rid of it, people clearing huge amounts of existing trees and generally showing very little regard for their

neighbors. Most of the community does abide by Council Recommendations and it is a great place to live and we think that sticking to the original building envelope would be better for the whole community.

Yours truly,

Your Ref: A165062/PA38482/P2120134

Dear City of Albany,

Thankyou for writing to me regarding the application to vary site and development standards and requirements associated 43 Forsyth Glade, Kronkup, which is in Special Rural Zone Area #14 (as is my own property).

I wish to make the following comments on the proposal that was included with your letter:

1. The site plan ("Building Envelope Setout Lot 116 ... June 2012") falsely identifies an illegally cleared area as having been cleared in 2000. A significant amount of clearing, including clear felling of mature trees, occurred earlier this year (2012). Video footage taken in December 2011 is available for the City's reference, if required. The video shows healthy, mature trees which no longer exist. Furthermore a fresh "scar on the hill" has been readily visible from Lower Denmark Road and Hortin Road for the last few months. Before and after photos are attached for reference.
2. The site plan incorrectly states that my own residence @ 45 Forsyth Glade is built outside the building envelope. Whilst it was developed by a previous owner (not myself) I note that the house on my block was:
 - sited in accordance with the Building Licence Approval dated 7th December 2004 .
 - located so as not to be visible from Hortin Road.
 - positioned alongside the strategic fire break which runs through the property and in doing so minimised the extent of clearing required to establish low fuel zones for the residence.
 - in keeping with the Objectives of the Zone.
3. Area No. 14 Item 2.0 The Objectives of the Zone "The purpose of the subdivision is to create rural residential retreats which **blend in with the landscape, minimise visual impact from Hortin Road** and minimise the export of nutrients of the site" are compromised by the existing shed @ 43 Forsyth, the recent illegal clearing of protected vegetation @ 43 Forsyth, and will be further exacerbated with the construction of the new house @ 43 Forsyth. Refer marked up map attached which shows the extent to which the new "scar on the hill" is visible from both Lower Denmark Road and Hortin Road.
4. Area No. 14 Item 6.3 "Cut and **fill of the site shall be kept to a minimum** with a preference given to split level development and the breaking up of the building mass" has been disregarded and a significant amount of fill material was recently imported to build up the block @ 43 Forsyth and maximise views, at the expense of others' visual amenity.
5. The elevations of proposed residence @ 43 Forsyth included with your letter show building settled into the hill, with all but the northernmost corner of the building floor below "N.G.L.", or natural ground level. This would be acceptable if the true natural ground level were respected, however the ground level in the vicinity of the proposed residence has recently been raised significantly with the import of a large amount of fill material.
6. Area No. 14 Item 6.6 states "As a condition of building approval, Council may require additional planting of trees and shrubs to minimise the impact of development in exposed locations." and should be considered in this instance.

7. Area No. 14 Item 7.0 “No clearing of native vegetation shall occur [except for ...]” has been breached @ 43 Forsyth, presumably on the assumption that “once the damage is done outside the building envelope the City is not likely to require additional clearing within the building envelope”? The City should send a clear message to the community that this is not tolerated.

In summary, I take exception to the clearing of protected vegetation and import of fill material to alter the natural ground level and maximise views at the expense of the area’s visual amenity. I take exception to the retrospective nature of the application, after the damage to protected vegetation has already been done. I take exception to the manner in which numerous facts are misrepresented in the proposal, including the location of my own residence relative to an approved building envelope.

I do not advocate the clearing of any more vegetation to re-site the proposed residence within the originally defined building envelope. I propose the following conditions which in my view, if enforced, will contain environmental damage to that already done and minimise the negative visual amenity impacts of the proposal:

1. Removal of the imported fill material to restore the natural ground level at the proposed house site, plus that quantity required to nestle the building into the hill as shown on the NW/SW/NE/SE elevation drawings.
2. Revegetation of the recently [illegally] cleared area.
3. Additional planting of trees and shrubs to screen the existing shed and new house from Lower Denmark Road and Hortin Road.
4. Consideration of a slight adjustment in house location (down the hill).
5. Adherence to Area No. 14 Item 6.1 “Houses and outbuildings shall be designed and constructed of materials which allow them to blend into the landscape of the site.”

Please refer attached markup of the proposal.

In principle and subject to incorporation of the requirements I have outlined I would support the application to allow erection of a single house within the designated building exclusion and vegetation protection area at 43 Forsyth Glade Kronkup.

I ask that the City of Albany takes the concerns I have outlined into account prior to determining the application. I would be happy to clarify any aspect of the above submission or provide additional information if required and may be contacted phone or email.

Yours faithfully,



AGENDA ITEM 2.3 REFERS

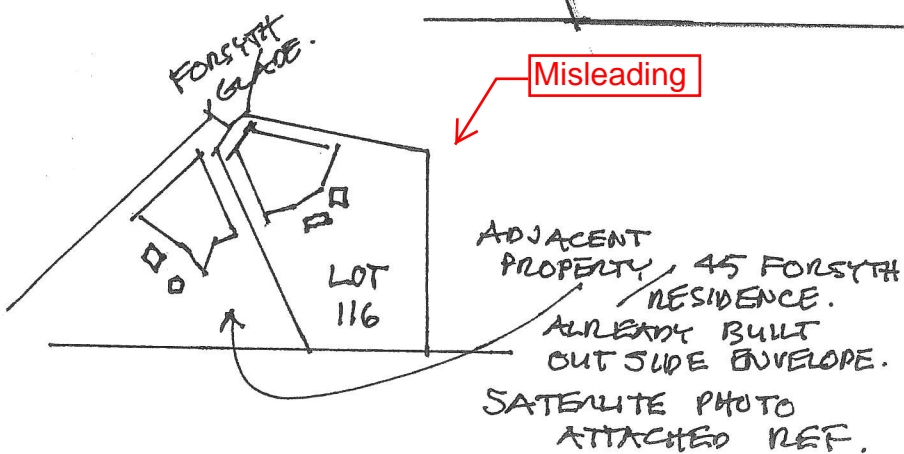
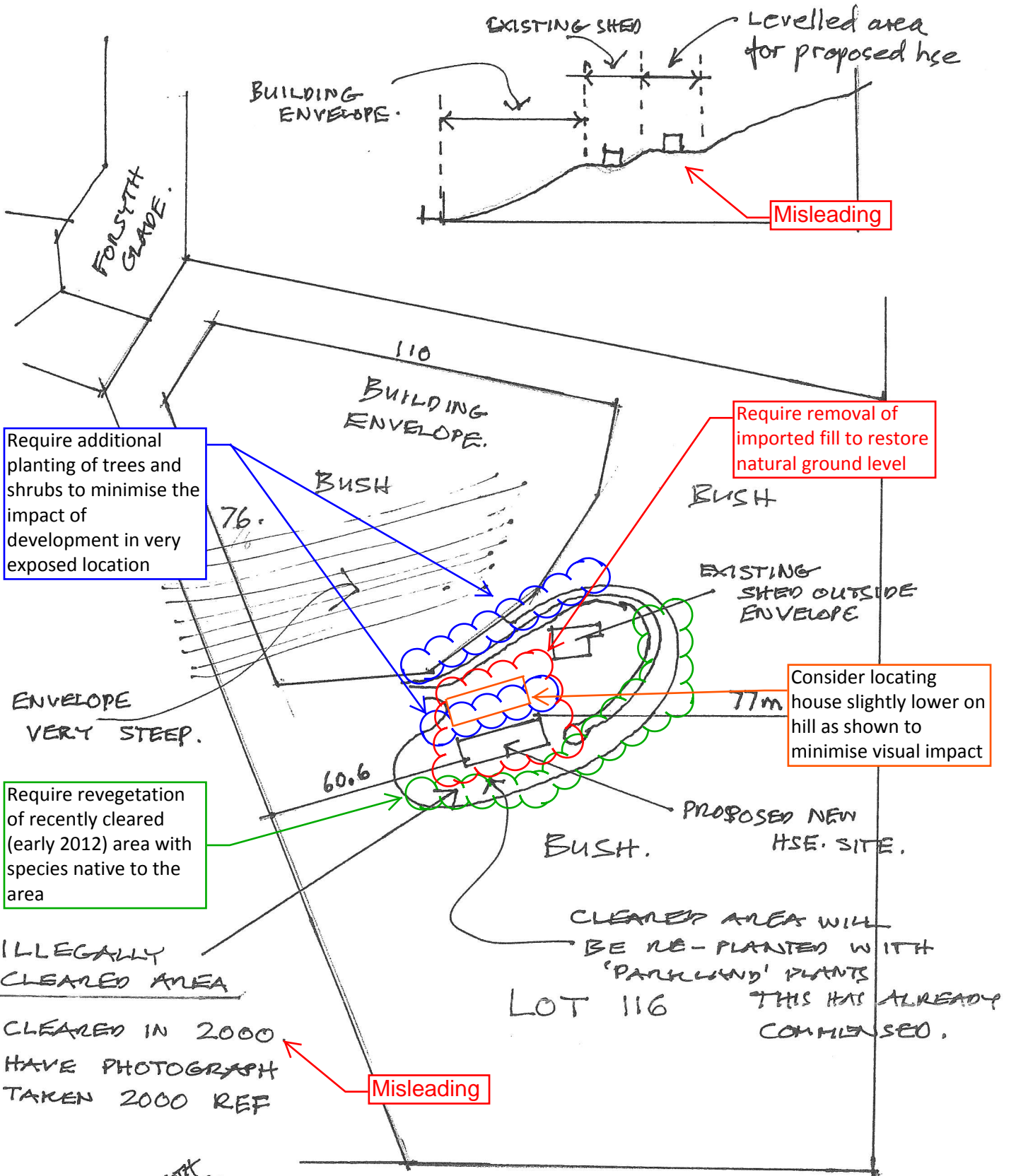


AGENDA ITEM 2.3 REFERS

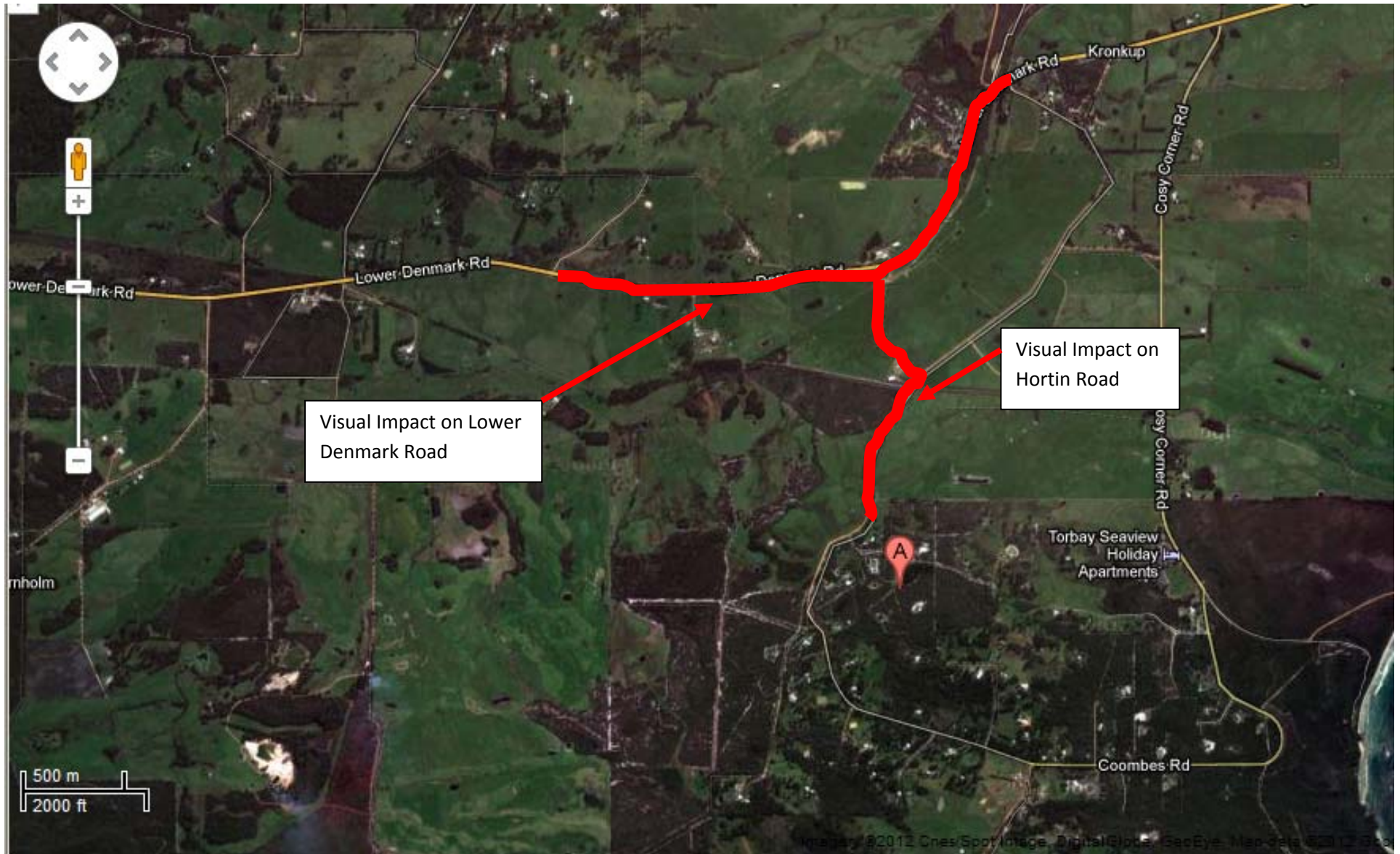




PROPOSED HOUSE LOCATION!



BUILDING ENVELOPE SETOUT LOT 116 FORSYTH GLADE KRONKUP CITY OF ALBANY Date JUNE 2012.



2.4: DEVELOPMENT APPLICATION - SINGLE HOUSE (POLICY RELAXATION) – LOT 201 (73A) FESTING STREET, MOUNT MELVILLE

Land Description	: 73A Festing Street, Mount Melville.
Proponent	: CJ & VM Williams
Owner	: CJ & VM Williams
Business Entity Name	: N/A
Attachments	: Copies of development application; submissions received and schedule of submissions; Albany Historic Town Design Policy; Copies of relevant sections of R-Codes referred to in report.
Appendices	: N/A
Councillor Workstation	: N/A
Responsible Officer(s)	: Dale Putland, Executive Director Planning & Development Services

Maps and Diagrams:



(Subject lot - 73A Festing Street highlighted)

IN BRIEF

- The proposal is for a single house on a Residential zoned lot, within the area subject to the Albany Historic Town Design Policy (the Policy).
- The proposed design requires relaxation of the Policy with regard to height; parapet wall on boundary and retaining at side boundaries.
- Strong objection has been received from the neighbours and the direction of Council is sought.
- Councils decision has been requested due to the degree of community concern over the relaxation of the Policy and the neighbours' objections to the relaxation of the R-Codes.

RECOMMENDATION

ITEM 2.4: RESPONSIBLE OFFICER RECOMMENDATION

VOTING REQUIREMENT: SIMPLE MAJORITY

THAT Council ISSUE a Notice of Planning Scheme Consent for Single House at 73A Festing Street, Mount Melville subject to the following conditions:

- i. **Stormwater disposal plans, details and calculations shall be submitted for approval, implemented and constructed to the satisfaction of the City of Albany.**
Advice:
 - *Stormwater disposal is to be designed in accordance with the 'City of Albany's Subdivision and Development Guidelines';*
 - *The stormwater disposal system is to be designed and certified by a practicing Civil Engineer to the satisfaction of the City of Albany.*
- ii. **The new crossover(s) shall be constructed to the specifications, levels and satisfaction of the City of Albany.**
Advice:
 - *A 'Permit for Vehicle Crossover Construction' from the City of Albany is required prior to any work being carried out within the road reserve, which shall be in accordance with drawing nos. 97024 1/3 – 97024 3/3 (refer to the City of Albany's Subdivision and Development Guidelines).*
- iii. **A vehicular access plan shall be submitted for approval, implemented and constructed to the satisfaction of the City of Albany.**
Advice:
 - *Access is to be designed in accordance with the Australian Standard 2890 (including maximum grade requirements).*
 - *Vehicles leaving the property must be able to leave in forward gear.*
- iv. **No drainage / stormwater runoff is permitted into the rail corridor.**
- v. **Fencing to be installed and maintained on rail corridor boundary.**
Advice:
 - *Any fence installed on the rail boundary should be in keeping with others in the area and to the satisfaction of the City of Albany.*
- vi. **The glazed wall area shown on the 'East Elevation' on the approved plans is to**

be constructed of obscure glass or obscure glass bricks. Louvres will be permitted if installed at a height of 1.6m above the finished floor level. Plans showing these amendments to be submitted for approval to the satisfaction of the City of Albany.

ALTERNATIVE RECOMMENDATION 2

- vi. The glazed wall area shown on the 'East Elevation' on the approved plans is to be constructed of obscure glass or obscure glass bricks. Louvres will be permitted if installed at a height of 1.6m above the finished floor level. The whole of the Eastern wall is to be setback 3.8m. Plans showing these amendments are to be submitted for approval to the satisfaction of the City of Albany.**

BACKGROUND

1. An application for planning scheme consent was lodged with the City of Albany on 27 April 2012 for the development which is the subject of this report. At the time of lodgement, the neighbours had been consulted and had stated their strong objection to the design submitted.
2. The proposal required relaxation of Council Policy, 'Albany Historic Town Design Policy', as well as relaxation of several elements of the Residential Design Codes of Western Australia (R-Codes).
3. Planning staff were concerned over the degree of relaxation of the Albany Historic Town Design Policy that would have been required.
4. The applicant was subsequently contacted and advised of planning staff concerns and the objections received. Following negotiation and several changes to the original proposal, amended plans were submitted in an attempt to address these issues.
5. Consultation again took place, not only with the adjacent neighbours but also with other landowners fronting Festing Street; in total, twenty four landowners were consulted.
6. Three submissions were received objecting to the amended proposal, including submissions from the two adjacent landowners.
7. The staff recommendation is to approve the proposal with conditions to address the neighbours' concerns.
8. Councils decision has been requested due to the degree of community concern over the relaxation of the Policy and the neighbours' objections to the relaxation of the R-Codes.

DISCUSSION

9. The subject lot is 598.8m² and is zoned Residential R20 within Town Planning Scheme 1A.
10. Entry to this lot is via a Service Road off Festing Street.
11. The lot was created following subdivision which was approved in 2007; the final plan being endorsed in 2009.

12. The configuration of the lot is quite unusual in that it has a very narrow frontage of 7m creating a sloping entry for a distance of 7m, which then widens to 11m at a level retained area approximately 12.5m in length, before dropping 3m and widening to 15.8m for the rest of the steeply sloping lot. The rear boundary abuts a rail reserve.
13. The proposed dwelling has been designed to meet the challenges of the site, within the constraints of the Albany Historic Town Design Policy and the R-Codes as much as possible.
14. The final amended plans still require some relaxations of both the Policy and the R-Codes, as follows:

Albany Historic Town Design Policy		
Clause/Element	Variation Requested	Comment/Justification
<p>B2.7 Street Setbacks</p> <p><i>4) All garages...shall be located at least 1 metre behind the front wall of a dwelling and wherever possible at the rear...This...may be relaxed where the topography makes compliance impractical.</i></p>	<p>Garage is located in front of the house.</p>	<p>May be relaxed as per policy with the justification that the narrow entry to the lot and the finished levels on the lot do not allow for a garage to be located behind the dwelling front wall and still enable safe access. Rear access is not available to this lot.</p>
<p>B2.9 Side Setbacks</p> <p><i>1) Side setbacks shall be determined as per Clause 3.3.1 of the R-Codes except that an absolute minimum side setback of 1.0 metre shall apply. No parapet walls will be permitted.</i></p>	<p>A parapet wall on the western boundary. This is the side wall to the upper level garage and lower level studio.</p>	<p><i>(See below for R-Codes assessment of side setbacks.)</i></p> <p>Parapet wall needs approval of Council as there is no discretion in the policy to vary this.</p> <p>The purpose of eliminating parapet walls is to maintain a view corridor and separation between the properties.</p> <p>The parapet wall is to be located adjacent to an existing shed on the neighbouring lot (No 75) which is built up to the boundary – the parapet wall in this location will mean less visual impact on the neighbours at No 75. There is further separation of approx between that shed and the neighbouring dwelling.</p> <p>The setback on the opposite boundary (east) is more open and the view corridor has been purposely maintained here (see photo montage attached).</p> <p>It is considered that the view from the street in this situation is not unduly affected as the house will appear as a single level dwelling at the service road level and at Festing Street road level the view is over and above the proposed house.</p>
<p>B2.11 Retaining walls</p> <p><i>2) Where the slope of a site</i></p>	<p>Some new retaining at boundaries – retaining walls to be stepped to a</p>	<p>This site is particularly steep and as the bulk of the fill on the lot is contained within the footprint of the building, the proposed fill on</p>

<p><i>requires a floor level to be higher than the ground level, walls should be taken down to ground level (to retain the building within its footprint rather than at side boundaries).</i></p>	<p>maximum of 1.5m but mostly not over 1m.</p>	<p>the boundary is considered minimal. The stepping of the retaining walls retains the impression of the natural slope of the site.</p>
<p>B2.15 Number of building storeys <i>Acceptable heights to eaves 5m Acceptable heights to gable 8m</i></p>	<p>Wall height proposed is over policy height by up to 2.8m for most of the building. Overall height of the dwelling varies with the slope of the land from well under the Policy maximum at 3.6m to 9.5m which is 1.5m over maximum policy height.</p>	<p>The Policy allows for consideration of building heights in excess of the acceptable criteria if the following is achieved. Comment noted below each point:</p> <ol style="list-style-type: none"> 1) <i>The street facade of the building is articulated, whereby two storey development does not represent as a continuous solid external facade;</i> Development presents as single storey from street. 2) <i>A streetscape plan being submitted, using accurate photomontage images, 3D modelling or detailed elevations showing the bulk and scale of the development in context with the form of adjacent buildings within the street...</i> Provided and attached. 3) <i>The proponent can justify that the development complies with provisions dealing with 'Bulk and Scale' ...of (the) Policy</i> Proposed residence is not out of scale with existing residences when viewed from street. Although the new residence is of a larger scale than No 75, it is of a similar height to that of No 73. <i>in addition to meeting the performance criteria (6.7.1 – P1) of the (R-Codes);</i> <i>i.e. Building height consistent with the desired height of buildings in the locality and recognises the need to protect the amenities of adjoining properties, including: adequate direct sun to building and open spaces; adequate daylight to major openings to habitable rooms; and access to views of significance</i> <p>It is noted that overshadowing is not an issue due to the north south alignment of the lot and dwelling.</p> <p>The neighbours' views would be diminished by any development on the lot. Some effort has been made to angle the rear of the upper level</p>

		<p>on the Western boundary to leave a view corridor for No 75. There are still significant views to be enjoyed by both adjacent neighbours.</p> <p><i>And</i></p> <p>4) <i>The proposal has been referred to adjacent properties for comment... The neighbours have been consulted and do object; hence Council's determination is requested.</i></p> <p>The overall height of the building is generally under the 8m maximum. The rear portion for approx 8m is over the policy maximum by up to 1.5m.</p> <p>The walls are over height for the majority of the building however the combination of different building materials, articulation and build up at rear on posts all aid in the reduction of the appearance of bulk.</p> <p>It is considered that the overall height would have the greatest impact on views and this has been kept to a minimum.</p>
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Residential Design Codes

Clause/Element	Variation Requested	Comment/Justification
<p>6.3.1 Buildings setback from the boundary Objective of this element is: <i>To ensure adequate provision of direct sun and ventilation for buildings and to ameliorate the impacts of building bulk, interference with privacy, and overshadowing on adjoining properties.</i></p>	<p>Side setback of eastern wall should be 5m. This setback is calculated on the length of the wall with major openings. The setback proposed is at 2.85m for most of the wall with a 4m cantilevered section (this is the kitchen and there are no windows facing the boundary) setback at 2m.</p>	<p>Generally meets objective.</p> <p>The neighbour has strong objection to this relaxation. The proposal does not meet the acceptable development criteria and is assessed against the objective of this element and the 'Performance criteria' of the R-Codes, as follows (with comment below each point):</p> <p><i>Buildings setback from boundaries...to:</i></p> <ul style="list-style-type: none"> • <i>Provide adequate direct sun and ventilation to the building;</i> <p>Complies</p> <ul style="list-style-type: none"> • <i>Ensure adequate direct sun and ventilation...to adjoining properties;</i> <p>The proposal does not overshadow No 73 as shown in diagram for calculation of shadow at mid winter (attached). Some afternoon shadow may be cast over the rear of No 73 and it is considered that ventilation should not be affected as the</p>

		<p>subject wall is in alignment with the rear garden of the lot rather than the house.</p> <ul style="list-style-type: none"> • <i>Provide adequate direct sun to the building and ...open spaces;</i> <p>Complies</p> <ul style="list-style-type: none"> • <i>Assist with protection of access to direct sun for adjoining properties;</i> <p>As per above reference to overshadowing</p> <ul style="list-style-type: none"> • <i>Assist in ameliorating the impacts of building bulk on adjoining properties; and assist in protecting privacy between adjoining properties.</i> <p>The wall is to be constructed of a variety of materials including glass and is articulated to reduce the impact of bulk.</p> <p>If the glazed panel within this wall is constructed of opaque glass with high level louvers, resulting in only one major opening (upper level living area) the setback required would be 3.8m, requiring relaxation between 0.95m (for majority of the wall) and 1.8m for the cantilevered section.</p>
<p>6.8.1 Visual Privacy</p> <p><i>Major openings and unenclosed ...balconies...more than 0.5m above natural ground level, to be setback as follows...from the boundary:</i></p> <p>Habitable rooms setback 6m</p> <p>Balconies/decks 7.5m</p>	<p>As above, eastern wall has major openings on the upper level and cone of vision extends over Lot 73 into the back garden area, adjacent to their outdoor living area.</p> <p>The western boundary wall incorporates a deck which overlooks a small portion of the back garden of No 75.</p> <p>The eastern boundary wall, lower level deck overlooks an area of the rear garden.</p>	<p><i>(Refer to diagram below – each area is labelled to correspond with comments below)</i></p> <p>(A) As per the above suggestion to reduce the number of major openings, the effect of replacing the glazing with opaque glass would also eliminate the 6m setback required for visual privacy and be a direct response to the neighbour's objection.</p> <p>The overlooking from the upper and lower decks will be to an area of the rear gardens of both neighbours and is considered to be minor in nature.</p> <p>(B) The cone of vision includes an area up to 4.5m in from the boundary at No 75, extending towards the rear of the lot.</p> <p>(C) The cone of vision extends into the rear of No 73 for 3.5m covering a small area towards the rear of the lot, adjacent to the rail reserve.</p>



Areas where Cone of Vision extends into neighbouring lots

GOVERNMENT CONSULTATION

15. As the subject lot abuts a Rail Reserve, the Public Transport Authority and the rail provider 'Brookfield Rail' were consulted for comment. They had no objection to the proposal but did request some standard conditions be applied to an approval. These have been included in the officer's recommendation at conditions (iv) and (v).

PUBLIC CONSULTATION / ENGAGEMENT

16. The neighbouring landowners were contacted for comment as per the requirements of the R-Codes for relaxations to that State policy; and also as per the requirements of Council's Guideline document "Planning Applications".
17. A total of 24 landowners were consulted, of which 3 objected. A summary of the submissions received is attached to this report.

STATUTORY IMPLICATIONS

18. City of Albany Town Planning Scheme 1A gives Council the discretion to vary policy requirements to the degree stated in the following clause:

7.21.4 A Town Planning Scheme policy shall not bind the Council in respect of any application for planning consent but the Council shall take into account the provisions of the policy and objectives which the policy was designed to achieve before making its decision.

STRATEGIC IMPLICATIONS

19. This item relates directly to the following elements of the City of Albany Strategic Plan (2011-2021):

Key focus Area

Organisational Performance

Community Priority

Policy and Procedures

Proposed Strategies

Develop clear processes and policies and ensure consistent, transparent application across the organisation.

POLICY IMPLICATIONS

20. The Albany Historic Town Design Policy is the policy that this proposal must be assessed under. The clauses of the policy requiring relaxation are detailed at point 13 of this report.

RISK IDENTIFICATION & MITIGATION

21. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Should Council decide not to follow the recommendation and refuse the proposal, the proponent may lodge an application for review to the State Administrative Tribunal.</i>	<i>Likely</i>	<i>Insignificant</i>	<i>Low</i>	<i>The recommendation is based on sound planning grounds and Council would have to justify its decision.</i>
<i>Relaxation of the policy requirements may set a precedent that could cause development to be approved in the future that does not meet the objectives of the policy.</i>	<i>Possible</i>	<i>Insignificant</i>	<i>Lot</i>	<i>The recommendation is based on sound planning grounds and Council would have to justify its decision.</i>

FINANCIAL IMPLICATIONS

22. The appropriate planning fee has been paid by the proponent and planning staff have processed the proposal within existing budget lines.

LEGAL IMPLICATIONS

23. Should Council not follow the recommendation and refuse the development the proponent has the ability to seek review of Council's decision at the State Administrative Tribunal. Such an appeal would be a Class 1 appeal which does not involve legal representation, and therefore such costs would be mainly staff time.

ALTERNATE OPTIONS

- 24. Clause (vi) of the officer recommendation meets the 'performance criteria' of the R-Codes. If refused, the applicant could appeal the decision at the State Administrative Tribunal (SAT).
- 25. The alternative recommendation 2 meets the 'acceptable development criteria' of the R-Codes, however would necessitate a re-design which the applicant may not find acceptable and may then also appeal at SAT.

SUMMARY CONCLUSION

- 26. The development proposal requires relaxation of Council policy in four areas. It is considered by staff that the building height is the area of the policy that will have the most impact on the neighbours', however, these impacts have been assessed by staff and can be justified to be in accordance with the performance criteria of the policy (*i.e. Clause B2.15 Number of Building Storeys*).
- 27. On the whole the proposed development meets the Acceptable Development criteria of the R-Codes with a few elements relying on the Performance Criteria. These are generally met with the addition of the change recommended in clause (vi) of the officers recommendation.
- 28. The proposal offers a solution to the challenges that the lots configuration and topography present and with the conditions proposed is considered acceptable and is recommended for approval.

Consulted References	:	City of Albany Town Planning Scheme 1A
File Number (Name of Ward)	:	A215770 (Breaksea Ward)
Previous Reference	:	N/A

2.5: LOCAL PLANNING SCHEME POLICY-SPECIAL RESIDENTIAL AREA NO. 11 (LOTS 105 AND 105 WILLYUNG ROAD)

ALTERNATE MOTION BY COUNCILLOR BOSTOCK

DATE & TIME REQUEST FOR ALTERNATE MOTION RECEIVED: Wednesday 3 October 2012 at 11.50am.

**ITEM 2.5: ALTERNATE MOTION BY COUNCILLOR BOSTOCK
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council does not adopt the Draft Local Planning Scheme Policy for Special Residential Area No. 11 (Lots 104 and 105 Willyung Road).

Councillor's Reason:

Detailed provisions relating to Special Residential Zone 11 are included in Schedule 4 of TPS3 and therefore carry the force of law. Provision 6.2 includes the following:

- Exclusion from the 1/100 year floodway;
- Minimum 50 metre set back from the King River and creek line;
- 50 metre setback from the foreshore footpath;
- 20 metre setback from revegetation areas;
- 15 metre boundary setbacks with 30 metre setbacks from Willyung Road; and
- Exclusion from areas subject to inundation.

These provisions were made because not only is this a valuable site ecologically and visually, but because it is liable to flooding. It is the duty of Council, when considering planning applications to prevent development in unsuitable areas. The provisions were made specifically for this site and that they differ from those for other Special Residential sites is irrelevant.

Provision 6.3 allows Council to vary the provisions of 6.2, but only on the basis of special factors which affect individual lots and not, as in this application, for the entire subdivision. Provision 6.3 reads as follows:

Council may approve a lesser boundary setback if Council is of the opinion that 1) the topography or shape of the lot or natural vegetation on it, makes it desirable to alter this provision and 2) that the location of the building or structure will not detract from the environmental quality of the area or from the amenity of existing or future residences on adjoining lots.

It is not possible for Council to determine whether this provision can be adhered to except on an individual lot basis and no evidence has been provided by the proponent for any lot.

The underlying reason for the problems faced by the proponent on this site is that the number of lots was increased from 33 to 55, which the applicant should have realised would not be easy to achieve under the legal provisions of TPS3. No attempt was made, however, to alter the setback requirements at the time and the original provisions included in 6.2 are as valid now as they were originally.

It is not the role of Council to change the rules to benefit individual proponents by reversing carefully considered provisions designed to protect both the environment and residents and I ask my fellow Councillors to support this motion in the interests of sound planning to prevent problems in the future.

Officer's Comment (Executive Director Planning and Development Services):

As noted by Councillor Bostock, Council may approve a lesser boundary setback if Council is of the opinion that

1. ...*"the shape of the lot...makes it desirable to alter this provision"* and
2. *"the location of the building or structure will not detract from the environmental quality of the area or from the amenity of existing or future residences on adjoining lots."*

There is nothing in the wording of these provisions that prohibit Council from considering more than one lot at one time.

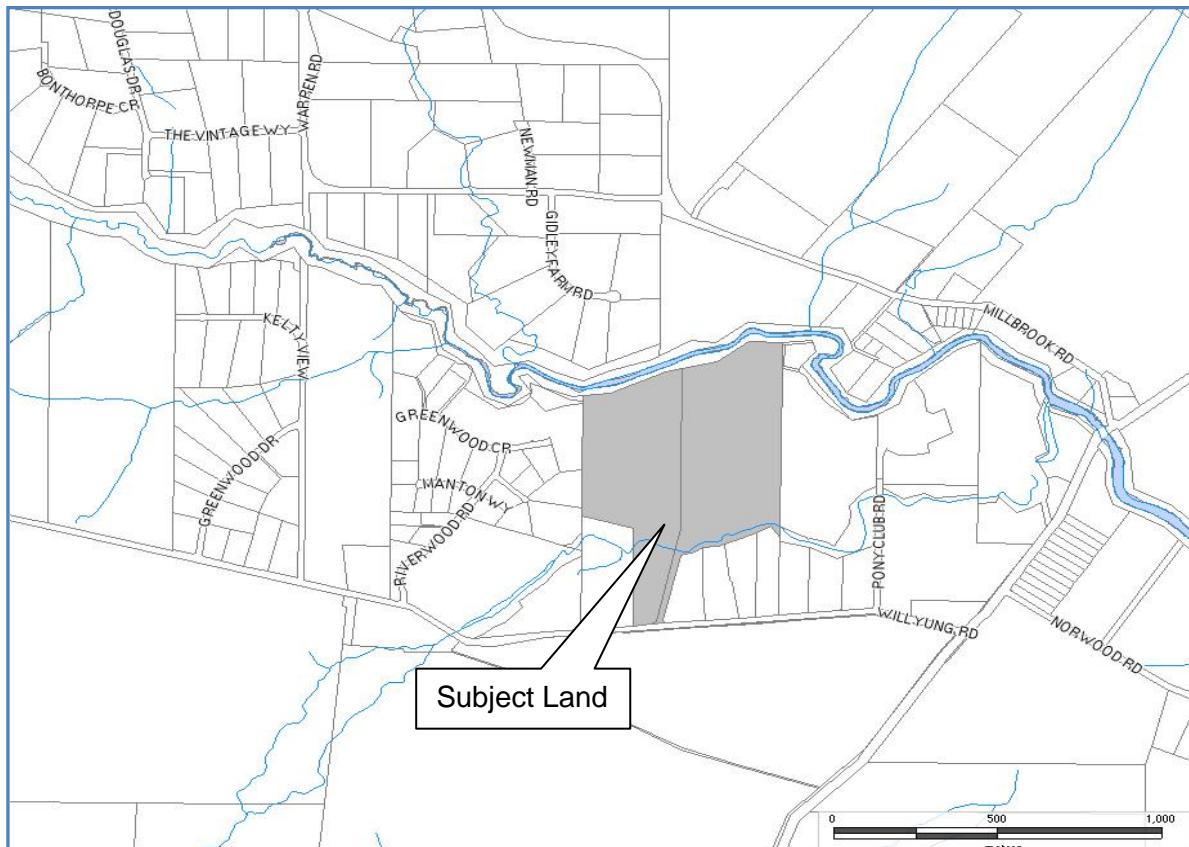
The City's planning staff are of the opinion that the proponent has provided sufficient evidence that the proposal will not result in significant impacts on environment or amenity. If Council accepts the professional opinion of the City's planning staff as being valid, Council may lawfully consider variation to the setbacks as in the opinion of Council the location of the building will not detract from the environmental quality of the area or from the amenity of adjoining residences.

Further, if this principle is applied to several lots as is the case with the current proposal, the cumulative impacts on environment and amenity in the area may also be considered.

**2.5: LOCAL PLANNING SCHEME POLICY – SPECIAL RESIDENTIAL
AREA NO. 11 (LOTS 104 AND 105 WILLYUNG ROAD)**

Land Description	: Lots 104 and 105 Willyung Road, Willyung
Proponent	: Ayton Baesjou Planning
Owner/s	: Mr B J Panizza
Business Entity Name	:
Attachment(s)	: Draft Local Planning Scheme Policy – Special Residential Area No. 11 (Lots 104 and 105 Willyung Road, Willyung) Copy of submissions
Councillor Workstation	: Copy of Planning and Environment Strategy and Policy Committee 19/10/09 – Item 8.3 : Copy of O.C.M. 15/12/09 – Item 13.5.1 : Copy of O.C.M. 17/07/12 – Item 2.7 :
Responsible Officer(s)	: Executive Director – Planning and Development Services (D Putland)

Maps and Diagrams:



IN BRIEF

- Council must consider whether to finally adopt the draft modified Local Planning Scheme policy for Special Residential Area No. 11 (Lots 104 and 105 Willyung Road).
- The Draft policy was advertised for public and Government comment. The submissions that were received are discussed in this item.
- The draft policy is broadly consistent with the objectives of the ALPS and State planning Policy.
- The policy's final adoption will ensure that the subdivision guide plan will:
 - more accurately reflect the lot numbers, configuration and agreed foreshore reserves shown on the draft deposited plan;
 - address the impracticality of achieving 15m boundary setbacks on predominantly 4000m² lots with 40m frontages;
 - Include additional information on the subdivision guide plan to specify preferred setbacks across the estate.

**ITEM 2.5: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council finally adopts the draft Local Planning Scheme policy for Special Residential Area No. 11 (Lots 104 and 105 Willyung Road), subject to the following modification:

1. **Revision of the subdivision guide plan to incorporate a signature block for endorsement by the City of Albany Chief Executive Officer.**

BACKGROUND

1. The draft Local Planning Scheme policy proposes to modify the existing Local Planning Scheme policy for Special Residential Area No. 11 (Lots 104 and 105 Willyung Road).
2. The existing policy was developed to better reflect the subdivision of Lots 104 and 105 and to improve the access linkages and movement networks through Special Residential Area No. 11. The subdivision guide plan that was adopted concurrently with the rezoning of the land indicated that 33 lots would be create, ranging in size from approximately 6000m² to upwards of 2ha. However, the attendant Town Planning Scheme provisions permit a minimum lot size of 4000m², which led to the creation of 55 lots. The existing policy was considered by Council at the Planning and Environment Strategy and Policy Committee on 19 November 2009 and the following resolution was reached:

“THAT Council resolve to FINALLY ADOPT the Town Planning Scheme Policy titled ‘Subdivision Guide Plan – 104 and 105 Willyung Road, Willyung – Special Residential Area 11’ in accordance with Clause 6.9 of Town Planning Scheme No. 3, subject to the following addition to the policy text:

“At the time of subdivision, the City of Albany will require a notification on the titles of all lots advising that the use of Alternative Treatment Units (ATU’s) for effluent disposal may be required subject to the outcome of site-specific soil tests”.”

3. The Committee minute was then reported to the Ordinary Council Meeting on 15 December 2009, with the Local Planning Scheme Policy presented as 'Committee recommendation 4', and it was resolved:

"THAT Committee Recommendations 1, 2, 3, 4 and 5 are CARRIED en bloc."

4. However, when the first lots were subdivided from Lots 104 and 105, numerous problems arose from the incompatibility between the requirement for 15m boundary setbacks and the prevailing lot size of 4000m², most of which have a 40m frontage. Applying 15m setbacks on a lot with a 40m frontage leaves a 10m-wide building envelope, which is insufficient for a modern family home and associated outbuildings and water tanks. This is often compounded by the depth of the lot and/or the orientation of the lot, as those with a narrow east-west dimension do not allow developers to take full advantage of solar gain from the north.
5. In order to address these problems, the draft modified Local Planning Policy was created, which reduces setbacks across the development. Council was requested to consider the draft modified Local Planning Scheme Policy at its Ordinary Meeting on 17 July 2012 and resolved:

"THAT Council adopts the draft Local Planning Scheme policy for Special Residential Area No. 11 (Lots 104 and 105 Willyung Road), for the purpose of public advertising, subject to the following modifications:

- i) Replacement of the words "7.5m from the front boundary" with "10m from street boundaries" in the "Development Envelope" notation on the subdivision guide plan;*
 - ii) Revision of the subdivision guide plan to illustrate 10m street setbacks on all lots, including the Greenwood Drive street setback on Lots 706, 716 and 828; and*
 - iii) Revision of the subdivision guide plan to illustrate a 15m street setback on the southern boundary of lot 701 (adjacent to Willyung Road)."*
6. Council is now requested to consider the submissions received from the public advertising period and determine whether to finally adopt the draft modified Local Planning Policy.

DISCUSSION

7. The subject lots cover an area of 30.1ha to the north side of Willyung Road, approximately 9km north of Albany town centre. The land is largely cleared and has been previously used for grazing. Willyung Creek crosses both lots at their southern end, where they narrow (to an access leg in the case of Lot 105) towards Willyung Road. The land then slopes gently upward to the north, reaching a high point near the centre of Lot 104, before sloping gently back downward toward the King River, which flows just beyond the northern lot boundaries. There is remnant vegetation along the banks of Willyung Creek and the King River, and a small stand of trees by the south-western corner of Lot 104. There are more trees scattered across the southern half of both lots, and in the north-eastern corner of Lot 105, and

windrows stand along the north-south lot boundaries. An existing house, shed and water tank stand in a cluster near the centre of Lot 104 and another, larger, shed stands to the north-west of these.

8. The surrounding land is primarily covered by the 'Special Residential' zoning. However, the land to the south of Willyung Road is within the 'Rural' zone and the King River and its foreshore areas are designated as a 'Parks and Recreation' reserve. Similarly, Willyung Creek and its foreshore areas are also designated as a 'Parks and Recreation' reserve. The land to the north of the King River is zoned 'Special Rural' to the west and 'Private Clubs and Institutions' to the east.
9. The subject lots are currently undergoing subdivisional works, including the construction of roads and the fencing of lots. The land to the west has already been subdivided and is now being gradually developed with private dwellings and associated outbuildings, etc. The smaller lots between the subject land and Willyung Road are mostly developed with private dwellings, while the land to the east remains undeveloped.
10. As outlined above, the subdivision guide plan contained within the original policy was designed to allow for an increase in lot yield, from 33 lots to 55 lots, and to improve access linkages and movement networks through Special Residential Area No. 11. However, the current does not correspond with the Town Planning Scheme Provisions and creates a number of problems that have become apparent when contemplating development or assessing development proposals on the newly created lots.
11. The draft modified policy has been designed to address these problems, as it will:
 - reflect the lot numbers, configuration and agreed foreshore reserves shown on the draft deposited plan;
 - vary setbacks due to the impracticality of achieving 15m boundary setbacks on predominantly 4000m² lots with 40m frontages;
 - include additional information on the subdivision guide plan to specify preferred setbacks across the estate; and
 - standardise setbacks in order to negate the need for individual owners to seek variations, which will provide them with a degree of certainty and streamline the processing of applications.
12. The layout of the subdivision guide plan contained within the draft modified policy is broadly consistent with that contained in the original policy, with the exception of very minor adjustments to the foreshore reserves and floodway mapping, the addition of lot numbering consistent with the remainder of Special Rural Area No. 11, and the addition of one lot in the north-east corner of Lot 104.
13. The most significant change to the subdivision guide plan is the nomination of 10m street setbacks and 5m side setbacks on all lots. This is intended to address the problems that arise when attempting to accommodate 15m setbacks on 4000m² lots with 40m frontages, and to provide landowners with a degree of certainty.

14. The notations from the original subdivision guide plan remain, although the provision relating to building exclusion areas has now been updated to reference a more recent flood study undertaken on Willyung Creek in 2009.
15. The notation on building envelopes has been expanded to reference the reduced setbacks and an additional notation has been added on fire safety, which cross-references the subdivision guide plan with Special Residential Area No. 11, provision *11.0 Fire Management*, which is contained within Town Planning Scheme No. 3, *Schedule IV – Special Residential Zones – Provisions relating to specified areas*.
16. Although Special Residential Area No. 11, provision *6.0 Location of Buildings and Structures* refers to building envelopes taking into account “*15 metre boundary setbacks with the exception of 30 metres for lots abutting Willyung Road*”, Council has previously supported reduced setbacks on subdivision guide plans pertaining to this area, including the previous subdivision guide plan over Lots 104 and 105.
17. 15m setbacks have been applied consistently throughout Special Residential Area No. 11, with the exception of a number of highly constrained lots on the eastern side of Lot 105 and on Lot 9002 Pony Club Road, which abuts the eastern boundary of Lot 105. On these lots, 10m front setbacks have been permitted. Similarly, side setbacks have been consistently applied wherever possible, with 5m setbacks prescribed only on those same, highly constrained lots and a further three lots to the west of the subject land, owing to their size and shape.
18. When assessing individual applications for Planning Scheme Consent that seek variations to the setback provisions contained within the Town Planning Scheme, the objectives of provision *6.0 Location of Buildings and Structures*, have been complied with by permitted only very minor variations. Typically this has meant that setbacks are never reduced to less than 10m, unless the subdivision guide plan specifically prescribes a lesser setback.
19. In view of this planning history and to maintain consistency, the draft modified policy seeks to reduce street setbacks and side setbacks to 10m and 5m respectively and the Willyung Road street setback on Lot 701 from 30m to 15m.
20. When the draft modified policy was advertised for public comment, two submissions were received; one in support and one objecting to the proposal. The objections related mainly to the variation of boundary setbacks and the lack of certainty that this creates for adjoining owners. The submission was also critical of the decision making process by the City and the Western Australian Planning Commission that approved the current subdivision layout which is at variance with the original subdivision guide plan.
21. However, the Town Planning Scheme text allows for variation of the subdivision layout and sets a minimum lot size of 4000m². It is acknowledged that the subdivision approval, at variance to the original subdivision guide plan, created a situation where it was not possible to accommodate development while maintaining the prescribed setbacks, and that the existing policy did not adequately address this. Although these decisions cannot be rescinded, they can be resolved by adopting the draft modified policy. The content of the submission is discussed in more detail in paragraph 25 below.

22. In view of the above issues and the direction set by the previously adopted Local Planning Policy and the approved subdivision guide plan over Lot 9002 Pony Club Road, it is considered that the draft modified Local Planning Policy can be supported.

GOVERNMENT CONSULTATION

23. The draft modified Local Planning Scheme Policy was referred to the Department of Planning Great Southern Regional Office for comment. No objections were raised, though it was noted that a signature panel should be added to the plan for endorsement by the City of Albany Chief Executive Officer.

PUBLIC CONSULTATION / ENGAGEMENT

24. The draft modified Local Planning Scheme Policy was advertised in accordance with Clause 6.9 of Town Planning Scheme (TPS) No. 3 (see paragraph 26 below), between 9 August 2012 and 30 August 2012.
25. Two submissions was received during the public consultation period. One submission supported the draft modified policy and the other raised a number of objections, which can be summarised as follows:

Summary of submission	Officer comment
<p>Earlier developers who have subdivided on Willyung Road (e.g. Willyung Rise) have maintained the original lot sizes and setbacks set out in the subdivision guide plan and consequently maintained the spacious, rural amenity of the area. By reducing the side setback distance on the lots, especially the 4000m² lots, to only 5m, it decreases landholders' privacy and spoils the rural appeal of the area which sets it apart from other higher density developments.</p> <p>No mention has been made of Town Planning Scheme No. 3, Amendment No. 177, part 11.3 <i>Bushfire Management Control</i>, which states that "a low fuel buffer not less than 20m wide shall be provided and maintained around all residential buildings." Will this safety requirement be changed to accommodate prospective purchasers of a 40m frontage lot.</p> <p>The setback from Willyung Road should remain at 30m. The proposal to allow 10m instead of the requested 7.5m does not take into account the possible 3m resumption of land by Main Roads for future widening of Willyung Road. The size of the lot in question needs to be reconsidered, rather than changing the setback standard.</p>	<p>The Scheme provisions that pertain to Special Rural Area No. 11 permit a minimum lot size of 4000m². It is acknowledged that reduced setbacks will reduce the sense of space that would be created by greater setbacks. However, it is physically impossible to fit most modern house types and associated outbuildings and water tanks on a lot with a 40m frontage, while maintaining 15m side setbacks.</p> <p>This is a provision of the Town Planning Scheme text and will apply to the draft modified policy. Where buildings are sited less than 20m from lot boundaries, the 20m building protection zones will overlap from lot to lot, which is considered to be an acceptable solution under <i>Element 4, E4.3c and E4.4c Building protection zones – suitable development of the Planning for Bush Fire Protection Guidelines, Edition 2</i>.</p> <p>The draft modified policy prescribes a minimum 15m setback from Willyung Road, which is consistent with the setback requirement for a 'Rural' zone and therefore characteristic of the surrounding area.</p> <p>Willyung Road is a local road, controlled by the City of Albany. There are currently no plans for</p>

<p>The poor decision in December 2009 by the City of Albany and the Western Australian Planning Commission to approve a 40% density increase from 33 lots to 55 lots from 1ha down to 4000m², with many 40m frontages, is responsible for the current dilemma.</p> <p>The prospective purchaser of a block should be responsible for ensuring that the land meets their building/lifestyle requirements before they buy and not expect to have the standards for the area changed. A variety of lot sizes are available.</p> <p>There is already provision for a landholder to seek a variation from the Council on an individual needs basis if required.</p> <p>Established neighbouring property owners need a degree of certainty too that the standards set out in the subdivision guide plan will be upheld to maintain the value of their investment.</p>	<p>a road widening outside of the existing road reserve.</p> <p>It is acknowledged that the practicalities of fitting a development on a 4000m² lot, with a 40m frontage and 15m boundary setbacks were overlooked when the current subdivision layout was approved. However, it is necessary to address these issues in a co-ordinated fashion and a policy is considered the most appropriate way to achieve this.</p> <p>Irrespective of the aspirations of potential buyers, many of the lots are significantly constrained by the width of the lot and the setback requirements prescribed in the Town Planning Scheme. Applying 15m boundary setbacks to a 4000m² lot with a 40m frontage leaves a 10m by 70m building area. This is not sufficient to accommodate most modern house designs, particularly if the 10m dimension is on an east-west axis and the landowner wishes to orientate the house this way to benefit from solar gain.</p> <p>It is acknowledged that landowners can apply to Council to vary the requirements of the Town Planning Scheme. However, the lack of certainty is off-putting to many people, which is why the developer has sought to vary the setbacks on all lots, by means of a modified Local Planning Policy.</p> <p>It is understood that neighbouring property owners appreciate a degree of certainty that development will take place in accordance with an approved subdivision guide plan. However, provision 1.0 <i>Plan of Subdivision</i> allows for variations to be made to the subdivision guide plan and sets a minimum lot size of 4000m², which led to the creation of the existing policy.</p>
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STATUTORY IMPLICATIONS

26. As per the initiation report at O.C.M. 17/07/12 – Item 2.7

STRATEGIC IMPLICATIONS

27. As per the initiation report at O.C.M. 17/07/12 – Item 2.7

POLICY IMPLICATIONS

28. As per the initiation report at O.C.M. 17/07/12 – Item 2.7

RISK IDENTIFICATION & MITIGATION

29. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Not adopting the draft Local Planning Scheme policy may lead to complaint from the proponent.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Mitigation is entirely dependent on Council's decision.</i>
<i>Adopting the draft Local Planning Scheme policy should achieve a balance between the proponent's objectives and the objectives of the Scheme, while avoiding the creation of an undesirable precedent. There is still some potential for complaint, but this is unlikely to cause public embarrassment or warrant local news coverage.</i>	<i>Possible</i>	<i>Minor</i>	<i>Low</i>	<i>This option presents the least risk to Council and the City, although it cannot be completely mitigated.</i>

FINANCIAL IMPLICATIONS

30. Nil.

LEGAL IMPLICATIONS

31. There are no legal implications in relation to this item.

ALTERNATE OPTIONS

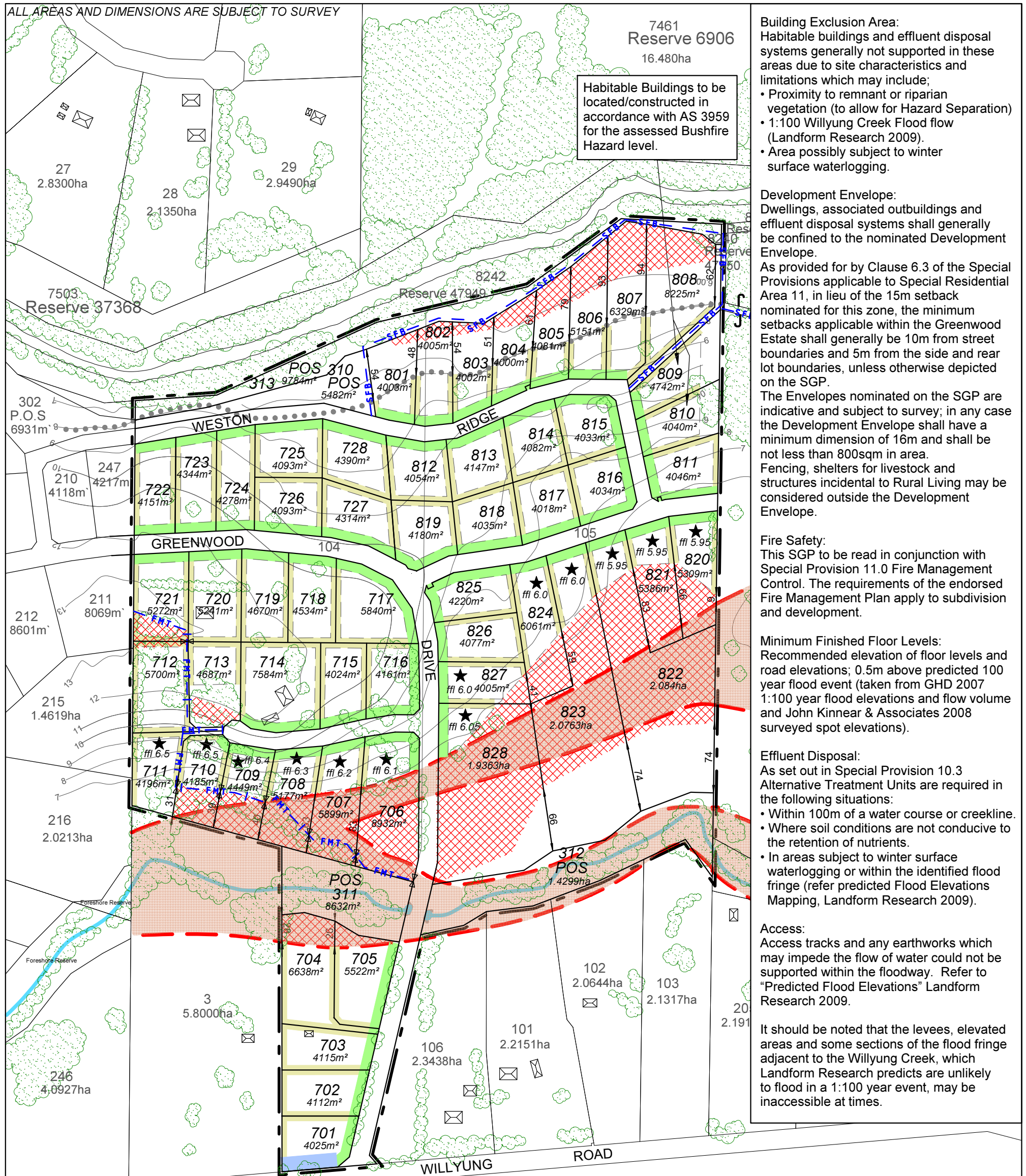
32. Council has the following options:

- Finally adopt the draft Local Planning Scheme policy, without modification;
- Finally adopt the draft Local Planning Scheme policy, subject to modification; or
- Not to adopt the draft Local Planning Scheme policy.

SUMMARY CONCLUSION

33. The draft policy is broadly consistent with the objectives of the ALPS and SPP's 1 and 3. Its final adoption, subject to modification, will ensure that the subdivision guide plan will:
- more accurately reflect the lot numbers, configuration and agreed foreshore reserves shown on the draft deposited plan;
 - address the impracticality of achieving 15m boundary setbacks on predominantly 4000m² lots with 40m frontages;
 - include additional information on the subdivision guide plan to specify preferred setbacks across the estate; and
 - standardise setbacks in order to negate the need for individual owners to seek variations, which will provide them with a degree of certainty and streamline the processing of applications.

Consulted References	WA Planning Commission (WAPC) Statements of Planning Policy (SPP's) SPP1 & SPP 3
File Number (Name of Ward)	A55398; A171598 (Kalgan Ward)



LEGEND

- Subject Land
- Fire Management Track
- 5m Setback
- Unlocked Fire Gate (to be provided if fence is erected)
- Existing Vegetation
- Development Envelope
- Min FFL Nominated (Refer to Predicted Flood Elevation Plan.) (Derived from GHD 2007)
- Existing Buildings
- 15m Setback
- Building Exclusion Area
- Strategic Fire Break / Multi Use Trail
- 10m Setback
- 1:100 Year Flood Level, for King River Alignment based on detailed site survey 2008
- Extent of Willyung Creek floodway (Interpreted 2009)

09-55-SGP(0)
ORIG A3
SCALE 1:4000
0 20 40 60 80 100

AGENDA ITEM 2.5 REFERS

Doc No: City of Albany Records
ICR1272566
File: A55398:A171598
Date: 16 AUG 2012
Officer: PLAN18

Attach:
Box:
Fol:
Box+Vol:



15 August 2012

Chief Executive Officer
City of Albany
PO Box 484
Albany WA 6331

Dear Sir/Madam

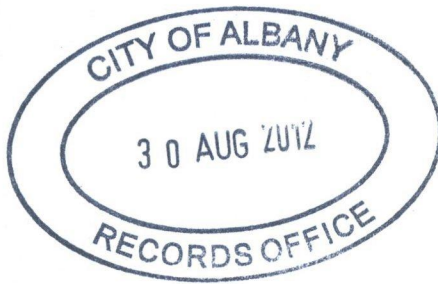
**Re: Modified Local Planning policy -
Lots 104 and 105, Willyung Road, Willyung**

Thank you for your letter dated 10 August 2012 and the opportunity to comment on the Modified Local Planning Policy to guide the development of Lots 104 and 105 Willyung Road, Willyung.

My wife and I have studied the updated subdivision guide plan and we have no objections with the draft modified policy plan. The modified policy plan is consistent with development in the area and we are fully supportive of its approval.

Yours faithfully

Craig



208 Willyung rd.
Willyung 6330.



City of Albany Records
Doc No: ICR1273795
File: A55398,A171598
Date: 30 AUG 2012
Officer: PLAN18

CHIEF EXECUTIVE OFFICER
City Of Albany

Attach:
Box
Vol
Box+Vol

RE: PUBLIC COMMENT
MODIFICATION REQUEST TO LOCAL PLANNING SCHEME POLICY
FOR SUBDIVISION & DEVELOPMENT OF LOT 104&105 WILLYUNG RD.

To Whom It May Concern:

As one of the original 9 landholders involved in the Subdivision Guide Plan for a Special Residential Development in Willyung Rd. I do not support a broad relaxation of the block setbacks for Lots 104 & 105. for the following reasons.

1. Earlier Developers of the Subdivision of Willyung rd. (e.g. Willyung Rise) have upheld the original block sizes and setback standards set by the Subdivision Guide Plan and consequently maintained the spacious, rural amenity of the area. (see attached Subdivision Guide Plan).

By reducing the setback distance between the blocks, especially the 4000sq mt blocks to only 5 metres, it decreases landholders privacy and spoils the rural appeal of the area which sets it apart from other higher density developments.

2. No mention has been made of Town Planning Scheme 3 Amendment 177 part 11.3 of the Bushfire Management Control which states "a low fuel buffer not less than 20 metres wide shall be provided and maintained around all residential buildings" Will this safety requirement also be changed to accommodate prospective purchasers of a 40 metre frontage block?

3 The setback from Willyung rd should remain at 30 metres.

The proposal of the City of Albany to allow 10 metres instead of the requested 7.5 metres does not take into account the possible 3 metre resumption of land by Main Roads. for future widening of Willyung rd..

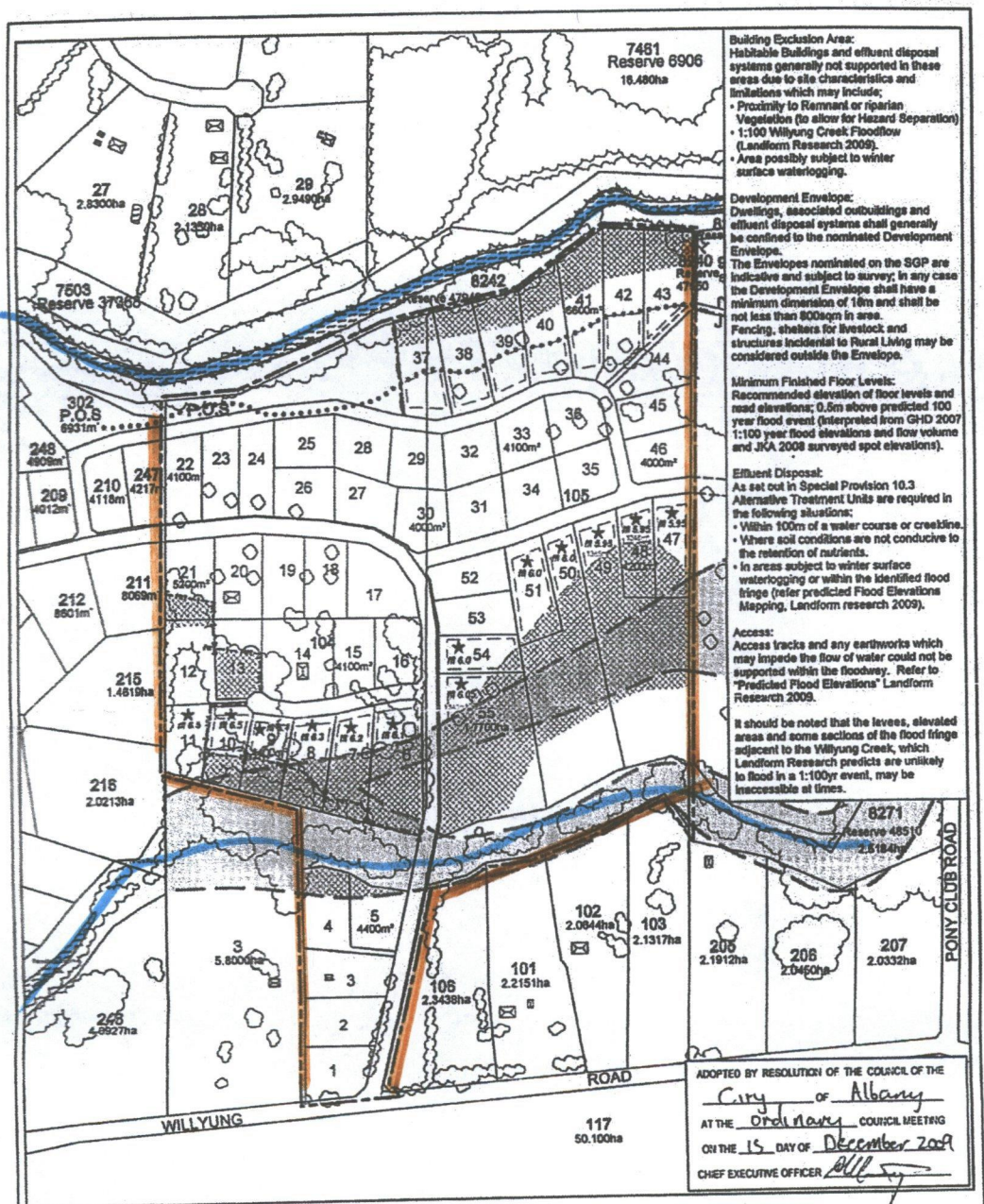
The size of the block concerned needs to be redesigned, not a change to the setback standards.

4. The poor decision in Dec 2009 by the Cof A and the State Planning Commission to approve a 40% density increase from 33 lots to 55 lots, from 1 hectare down to 4000 sq metres with many 40 metre frontages, is responsible for the current dilemma (see attached plans).

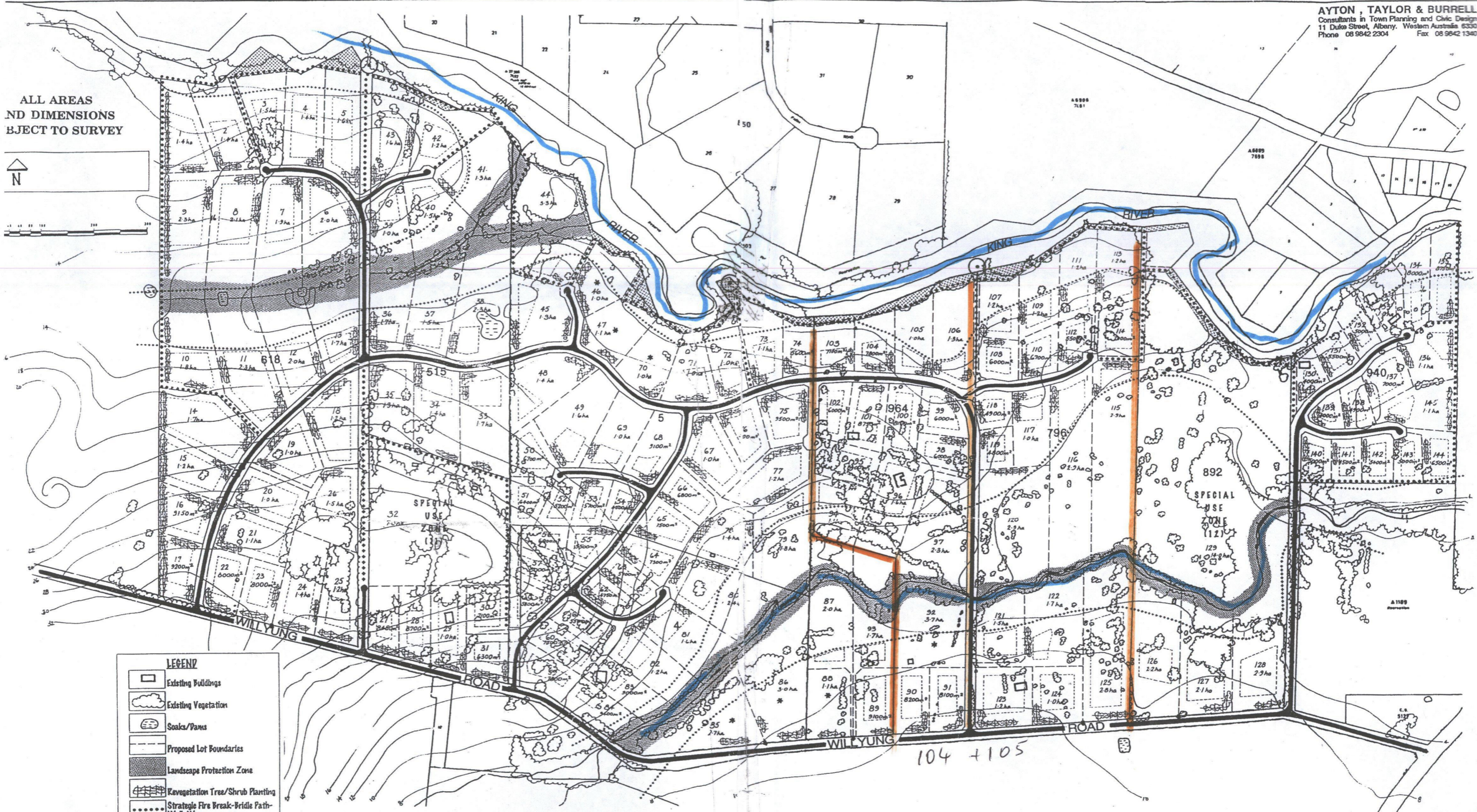
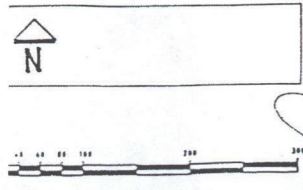
5. A prospective block purchaser should be responsible for ensuring the land meets their building / lifestyle requirements before they buy and not expect to have the standards for the area changed. A variety of block sizes are available.
6. There is already provision for a landholder to seek a variation from the Council on an individual needs basis if required.
7. Established, neighbouring property owners need a degree of certainty too that the Subdivision Guideline Plan's standards will be upheld to maintain the value of their investment.

Yours sincerely

POLICY MANUAL



ALL AREAS
AND DIMENSIONS
SUBJECT TO SURVEY



- LEGEND**
- Existing Buildings
 - Existing Vegetation
 - Soaks/Pans
 - Proposed Lot Boundaries
 - Landscape Protection Zone
 - Revegetation Tree/Shrub Planting
 - Strategic Fire Break-Bridge Path-Walk-Way
 - Walk Way-Bridge Path
 - Joint Driveway Crossovers
 - Building Envelopes
 - 1:100 year Flood Level
 - Lots requiring minor site works to establish suitable building site
 - Revised Foreshore Reserve
 - Recreation Nodes

SUBDIVISION GUIDE PLAN

Lots 4 & 5 of Loc 439, lot 3 of loc 964, Pt 964
and Locations 796, 618, 892, 940, 515.
Willuyung Road, King River

Adopted by Resolution of the Council of the
City of Albany at the Full Council Meeting held
on the day of 19....

Chief Executive Officer

Figure 5

1999

3.1: CITY OF ALBANY ACCESS AND INCLUSION PLAN 2012-2017

Proponent	: City of Albany
Attachments	: City of Albany Access and Inclusion Plan 2012-2017
Appendices	Summary of Community Consultation
Responsible Officer(s)	: Acting Executive Director Community Services (C Woods)

IN BRIEF

- Noting of the City of Albany Access and Inclusion Plan 2012-2017.
- The City is required to implement a Disability Access and Inclusion Plan in accordance with the Disability Services Act (1993), to demonstrate how it intends to become more accessible to people living with disability.
- In order to emphasise the City's commitment to access and inclusion for all, it is recommended the updated Plan simply be titled 'Access and Inclusion Plan'.
- Access and inclusion planning is the most appropriate way for public authorities, including local governments to address barriers people with disabilities face in accessing public services, information and facilities. This is consistent with the approach taken by other local governments.
- Planning for access does not just benefit people with disabilities, but the wider community, including seniors, parents with young children, and people from culturally diverse backgrounds.

RECOMMENDATION**ITEM 3.1: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council NOTE the Access and Inclusion Plan which will be implemented by the City over the period 2012–2017.

BACKGROUND

1. In order to meet its statutory obligations, the City is required to implement a Disability Access and Inclusion Plan, and to review this Plan at least once every five years.
2. The City's existing Disability Access and Inclusion Strategy fell due for review in 2011-2012.
3. The City's Community Development Officers have now undertaken this review and developed an updated Access and Inclusion Plan 2012-2017.

DISCUSSION

The Importance of Access and Inclusion Planning

4. Access and Inclusion Plans assist public authorities identify access and inclusion issues that preclude people with disability from participating in the community.
5. In addition, Access and Inclusion Plans outline how a public authority will make its information, services and facilities accessible to people with disability. As such, Plans are an important mechanism for public authorities to be more accessible and inclusive of people with disabilities.
6. The Australian Bureau of Statistics' 2009 *Survey of Disability, Ageing and Carers* states that 17.4% of Western Australia's population live with disability, and 10.3% of its population are carers of people with disability. When family of people with disability are included, this is a significant proportion of the state's population directly or indirectly affected by barriers to access and inclusion within the community.
7. There is a direct, linear relationship between disability and age; forty-six percent of Western Australians aged over 60 years live with disability, and this increases with age - nine in ten people aged over 90 live with a disability.
8. As a regional centre with a growing proportion of aged residents, it is in the City's interests to be more accessible to, and inclusive of people with disability, including seniors living with disability.

Legislative Requirements for Access and Inclusion Planning

9. Since state Parliament passed the Disability Services Act (1993), public authorities in Western Australia have been required to implement Disability Service Plans. The City of Albany has had a Disability Service Plan in place since 1 September 1998 (since 1 January 1996 for the former Shire and Town of Albany).
10. In 2004 the Act was amended to require public authorities to implement Disability Access and Inclusion Plans which must be reviewed at least once every five years. The City of Albany implemented a Disability Access and Inclusion Strategy in 2007.
11. In accordance with the 2004 amendments, Plans are required to address six outcome areas, outlining how people with disability will have access to a public authority's:
 - Services and events;
 - Buildings and other facilities;
 - Information;
 - Same level and quality of service; and
 - Consultations.
12. The Act stipulates that public authorities are required to consult widely in the development and/or review of Plans.
13. The City is required to lodge its Access and Inclusion Plan with the Disability Services Commission (DSC) once noted by Council, and to report annually to the DSC on implementation progress. Plans and progress reports are tabled in Parliament by the Minister for Disability Services.

Review of the City's Existing Plan

14. The City's Disability Access and Inclusion Strategy fell due for review in 2011-2012. As stipulated by the Act, public consultation underpinned the review process, led by the City's Community Development Officers. Consultation occurred with:
- People with disabilities;
 - Families and carers of people with disabilities;
 - Agencies and organisations which provide services to people with disabilities;
 - Relevant state government agencies such as the DSC; and
 - The City's Access and Inclusion Working Group.
15. The review process also included identifying achievements under the Plan, and what gaps or issues remained outstanding. Under the existing Plan, the City's improvements to access and inclusion issues included:
- Introduction of the Companion Card service at the Albany Leisure and Aquatic Centre (ALAC) and the Princess Royal Fortress Military Museum (the Forts);
 - Provision of accessible change facilities, including change table for people with disabilities at ALAC;
 - Erection of a tactile sculpture at Mill Park for people with vision impairment, designed and constructed by people living with a vision impairment;
 - 'Beach access' to the pool at ALAC, enabling access to pool facilities by people who use wheelchairs;
 - Construction of a floating jetty at Emu Point;
 - Provision of a hoist at ALAC for use by people with disabilities;
 - Installation of automatic doors front doors at the Vancouver Arts Centre, thereby making the building independently accessible to people living with mobility impairments.
16. In order to emphasise the City's commitment to access and inclusion for all, it is recommended the updated Plan simply be titled 'Access and Inclusion Plan'.

Development of the Access and Inclusion Plan 2012-2017

17. Using the feedback and information collected through the review process, the City has developed an updated Access and Inclusion Plan for the next five year reporting period. The Plan is in two sections: introductory material (about the City, people living with disability in Albany, strategic and legislative implications), and an implementation plan which describes the actions the City will take in order to be more accessible to people with disability.
18. Community Development Officers consulted Executive Directors, Managers, and other relevant staff in the development of the Plan as follows:
- Feedback was sought from relevant business units on the strategies and tasks in the implementation plan;
 - An internal stakeholder briefing of the Plan was attended by Executive Directors, Managers, the Occupational Health and Safety Officer and Acting CEO; and
 - Specific, additional input was sought from Executive Manager Building and Health, Manager Infrastructure, and Senior Project Planner.
19. In accordance with the Act, agents and contractors who have dealings with the public are required to implement the City's Plan in order to ensure that services provided to the public on behalf of the City are provided in an accessible manner.

20. The City is required by the Act to report on strategies used to inform agents and contractors about its Plan and to report annually on progress of the Plan's implementation by contractors and agents.
21. Contracted services in which the City itself is the recipient of the services (eg stationery supplies, cleaning contractors) are not included. However, contracted activities such as, for example, waste management services, design and/or construction of facilities that the public can enter, or upgrades to public facilities such as footpaths and car parks will require contractors undertaking these activities to implement the City's Access and Inclusion Plan, and to report on progress against it.

Consequences of not implementing an Access and Inclusion Plan

22. While the Disability Services Act does not prescribe any punishment to public authorities who do not implement Access and Inclusion Plans, the City would be in breach of the Act should the City not have a Plan. The Act states that public authorities must develop and implement a Disability Access and Inclusion Plan.
23. The Act requires the DSC to provide the Minister for Disability Services with a report on the effectiveness of Plans, which is tabled in Parliament each year. The information contained in annual progress reports submitted by public authorities is used to inform the Minister's report.
24. The DSC has a legal obligation to provide information on Plans, and those public authorities without a Plan in place can be identified to the Minister.
25. A current Access and Inclusion Plan in place can assist in defence of a disability discrimination or equal opportunity claim being made against the City.
26. People with disability may face barriers to accessing City facilities, information and services that assist them in living a fully inclusive life in the community.

GOVERNMENT CONSULTATION

27. The City has consulted with the DSC Local Area Coordinators in Albany, as well as the DSC Access and Inclusion staff in Perth as part of developing the Access and Inclusion Plan 2012-2017.

PUBLIC CONSULTATION / ENGAGEMENT

28. Public consultation with members of the target community was undertaken by Community Development Officers last year. This included people living with disability, their families and carers, and representatives from agencies which deliver services to people with disabilities. A list of access and inclusion issues raised during this process is at Attachment 2.
29. The City has engaged its Access and Inclusion Working Group in the development of the Plan. The Working Group membership includes people living with disabilities, family and carers of people living with disability, the DSC, and agencies which deliver services to people with disabilities.

30. The City also made the Plan available for wider public comment for the period 9 August 2012 to 7 September 2012. In this period there were no requests to Customer Service/Community Development Officer's for a copy of the Plan, but two copies of the document were taken from the Customer Service counter. Further, there were 46 'page views' of the relevant page on the City's website where the Plan was located throughout the public comment period. Seven of those views clicked through to the public comment page on the City's website.
31. There were two public submissions received. The first submission recommended amendments relating to facilities and buildings which are not owned or operated by the City of Albany, and so cannot be incorporated into the Plan. The second submission recommended reducing financial barriers associated with accessing recreational programs by people with disabilities. A minor amendment to the Implementation Plan (Strategy 1.5) reflects this recommendation.

STATUTORY IMPLICATIONS

32. The City is required to implement a Disability Access and Inclusion Plan in accordance with the Disability Services Act (1993). In addition, the following State and Commonwealth legislation also underpin the City's Access and Inclusion Plan:
- WA Equal Opportunity Act (1984); and
 - Commonwealth Disability Discrimination Act (1992)

STRATEGIC IMPLICATIONS

33. The Plan relates directly to the following areas in the City of Albany Strategic Plan (2011-2021):

<i>Community Priority</i>	<i>Proposed Strategy</i>	<i>Timeframe</i>
KEY FOCUS AREA: Lifestyle and Environment		
<i>A built environment for active lifestyles</i>	<i>Incorporate into future plans, infrastructure parks that encourage activity for all ages and abilities (rather than passive parks).</i>	<i>Short-Medium</i>
<i>Services for seniors and people with disabilities</i>	<i>Incorporate 'Age Friendly Cities' into future town planning to accommodate a growing seniors' population (infrastructure, health services, housing, public open spaces, transport etc).</i>	<i>Short</i>
	<i>Provide safe crossing points on busy roads for seniors and less mobile residents (ie North Road, York St, Albany Hwy).</i>	<i>Medium</i>
	<i>Install additional bench seats (with back supports) in parks, gardens, and in the CBD.</i>	<i>Medium</i>
	<i>Improve accessibility to City services/facilities for seniors and people with a disability.</i>	<i>Medium-Long</i>
KEY FOCUS AREA: Community Focussed Organisation		
<i>Improved communication</i>	<i>Promote City of Albany processes, procedures and project outcomes.</i>	<i>Ongoing</i>
	<i>Continue to be proactive in updating the community through newspapers etc.</i>	<i>Ongoing</i>
	<i>Distribute a regular email community newsletter regarding City of Albany events and projects to interested community members.</i>	<i>Short (ongoing)</i>

16/10/2012

REFER DISCLAIMER

	<i>Communicate with residents and stakeholders clearly and concisely in a timely manner.</i>	<i>Ongoing</i>
	<i>Regularly advertise programs and services through a variety of mediums including website, newspaper, radio and community noticeboards</i>	<i>Ongoing</i>
	<i>Invite community representatives to participate in working and advisory groups on an as-need basis.</i>	<i>Ongoing</i>
<i>Community consultation</i>	<i>Develop a community engagement strategy that incorporates consulting with communities that will be the most impacted by Council decisions.</i>	<i>Short</i>
KEY FOCUS AREA: Organisational Performance		
<i>Customer service</i>	<i>Conduct regular surveys of customer satisfaction and City of Albany customer service standards.</i>	<i>Short (ongoing)</i>
<i>Policy and procedures</i>	<i>Regularly review all policies in consultation with community and key stakeholders.</i>	<i>Ongoing</i>
<i>Staff development</i>	<i>Train and develop staff through adequate budget resourcing.</i>	<i>Ongoing</i>

POLICY IMPLICATIONS

34. The Access and Inclusion Plan 2012-2017 is a City-wide Plan, and as such applies across the whole organisation. The policy implications in relation to this item are set out in the Plan, and address the six outcome areas.

RISK IDENTIFICATION & MITIGATION

35. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Council does not adopt the Access and Inclusion Plan 2012-2017.</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>Mitigation entirely dependent on Council</i>
<i>Implementation of the Access and Inclusion Plan 2012-2017 negatively impacts on the City's general operations.</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>Substantial internal consultation has taken place in order to brief EDs and Managers about the impact of the Access and Inclusion Plan on their Directorate, and seek feedback on strategies and tasks assigned to them.</i>
<i>The City is unable to complete the tasks outlined in the Access and Inclusion Plan 2012-2017.</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>Business Units will report regularly on their progress implementing the Access and Inclusion Plan.</i>

FINANCIAL IMPLICATIONS

36. There are no direct financial implications in relation to this item.

LEGAL IMPLICATIONS

37. Not applicable.

16/10/2012

REFER DISCLAIMER

ALTERNATE OPTIONS

38. As a public authority, the City has a statutory obligation to implement an Access and Inclusion Plan. There is no alternative option.

SUMMARY CONCLUSION

39. The City is required to implement a Disability Access and Inclusion Plan in accordance with the Disability Services Act.
40. The City's current Disability Access and Inclusion Strategy has been reviewed following consultation with the target community, across the organisation, and having sought wider public comment.
41. It is recommended that Council NOTE the Access and Inclusion Plan 2012-2017.

Consulted References	:	City of Albany Disability Access and Inclusion Strategy Ref: NS073133
File Number (Name of Ward)	:	CS.PLA.13 (All Wards)
Previous Reference	:	N/A



DRAFT

Council Strategy

**Access & Inclusion
Plan**

2012 - 2017

Version Control

Version	Date	Status	Distribution	Comment
01	5/01/2012	Draft	Manager CCD	
02	12/01/2012	Draft	Manager CCD	Review with SCDO
03	26/03/2012	Draft	SCDO	Review with CDO
04	13/04/2012	Draft	CDO	Review with SCDO
05	16/04/2012	Draft	CDO	Final review by CDO
06	21/05/2012	Draft	MCCD	Final review by MCCD
07	25/05/2012	Draft	CDO	Update by CDO
08	28/05/2012	Draft	SCDO	Final review by SCDO

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About the City of Albany

The City of Albany comprises an area of 4,312 square kilometres in Western Australia's Great Southern region. Albany, located 409 kilometres from Perth is Western Australia's oldest European settlement, encompassing forest, coastal bush, farmland, and a thriving urban centre.

Once a busy port servicing the Goldfields' immigration and produce needs, and exporting timber and agricultural products, Albany has developed into an established holiday destination providing natural attractions, historical experiences, and recreational and adventure opportunities for domestic and international tourists.

The City values its history and its heritage, and devotes resources to the maintenance of historical buildings and attractions, as well as strengthening the City's cultural heritage. The City has an Accord with the local Noongar community, designed to foster engagement with Noongar people to recognise the role the City must play in the provision of services to that community.

Albany is the administrative and service hub for the Great Southern region, and has an estimated population of approximately 36,042, around 61 percent of the region's total population (Australian Bureau of Statistics, 2011). Its major industries include agriculture, retail trade, manufacturing and tourism.

People Living With Disabilities in the City of Albany

It is estimated that over 400,000 Western Australians have a disability (over 20 percent of the total population), of whom 7,017 people with a disability are living in Albany. The majority of people with a disability living in Albany are aged over 35 years (Disability Services Commission, 2008). An estimated 250,000 Western Australians are carers for people with disabilities, of whom 2,576 live in Albany (Australian Bureau of Statistics, 2007).

Between 2006 and 2026 the number of people with disabilities in Western Australia is expected to increase by more than 210,000 due mainly to our ageing population. While the degree and type of disability varies with individual circumstances, people with disabilities frequently face barriers with everyday activities such as climbing stairs, hearing or understanding what is said, reading small print or understanding signs.

Planning for Better Access

Public authorities in Western Australia have been required to have Disability Service Plans (DSPs) as part of the Disability Services Act (1993). DSPs have been in place for over ten years, and a great deal of progress has been made by State and Local Government towards ensuring that their services, buildings, and information are accessible to people with disabilities.

The Disability Services Act (1993) was amended in December 2004, and requires public authorities to develop and implement Disability Access and Inclusion Plans (Access and Inclusion Plans). The requirements of Access and Inclusion Plans build on those of DSPs, so that people with disabilities can access services provided by public authorities in Western Australia in a way that facilitates increased independence, opportunities and inclusion within the community.

The City of Albany implemented an Access and Inclusion Strategy for People With Disabilities in 2007.

Access and Inclusion in the City of Albany

The City of Albany is committed to ensuring that all public services, facilities and information are available to all community members, including those who have a disability, thereby enabling all community members to participate in all aspects of community life.

In recent years the City of Albany has made a number of improvements to City infrastructure to improve accessibility and safety for members of the community living with a disability, their families and carers. These improvements include; the introduction of tactile paving, hand rails and non-slip materials to improve the safety of steps and paved areas, installation of ramps at the Manypeaks public toilets, hand rails in the Girl Guide Hall bathroom, and adding accessible toilets and showers at the Albany Leisure and Aquatic Centre.

In addition, the City of Albany has increased the services available to members of the community living with a disability. These include increased programs for people with a disability at the Albany Leisure and Aquatic Centre, the introduction of beach wheelchairs at Middleton Beach and Emu Point, and a wheelchair-accessible swing at Eyre Park.

This document provides the framework to ensure access and inclusion from a City of Albany perspective.

Development of the Access and Inclusion Plan

The City's 2007 Access and Inclusion Plan was due for review in 2011. As part of the process for the development of a new Access and Inclusion Plan, the City engaged in public consultation as well as an extensive review of actions achieved as a result of the 2007 Access and Inclusion Plan.

Scope of the Access and Inclusion Plan

The City of Albany delivers and facilitates a diverse mix of programs and services typical of a large regional local government. The City's Access and Inclusion plan is intended to overlay all facets of the City's operations with each directorate taking responsibility for planning, implementation, monitoring and reporting on its operations. As such each directorate is responsible for aligning service delivery with the Access and Inclusion Plan. Community Services is the lead directorate for the development and statutory reporting of the Access and Inclusion Plan.

Consultation

In 2011 the City undertook consultation with stakeholder agencies, community representatives, service providers, parents and carers of people with a disability, and the Disability Services Commission.

The consultation process included:

- Consultation with the Local Area Coordinators and some of their clients;
- Consultation with key agencies and community members;

- Preparation of a draft Access and Inclusion Plan based on six desired outcomes for disability plans as per the Disability Services Act 2004. These six desired outcomes have been identified as key focus areas in this plan;
- Review by the City's Executive Management Team, Disability Services Commission and the Community Access and Inclusion Working Party; and
- Public comment called for on the proposed strategy.

See **Appendix 1** for a summary of issues raised through the consultation process.

Communication

Key communication channels for the City of Albany Access and Inclusion plan will include:

- Local media;
- City of Albany internal newsletter;
- City website;
- Agents and contractors who provide a service to the public on behalf of the City will be advised of the requirements of the Access and Inclusion Plan; and
- Via local community groups and service agencies.

The plan is available in alternative formats such as large print or electronic format (disk or emailed) and audio format on request.

Review and Evaluation Mechanisms

The Disability Service Act sets out the minimum review requirements for public authorities in relation to Disability Access and Inclusion Plans. The City's Access and Inclusion Plan will be reviewed at least every five years, in accordance with the Act. The Access and Inclusion Plan Implementation Plan may be amended on a more regular basis to reflect progress and access and inclusion issues which may arise. Whenever the Access and Inclusion Plan is amended, a copy of the amended plan will be lodged with the Disability Services Commission.

Reporting on the Access and Inclusion Plan

The Disability Services Act set out the minimum reporting requirements for public authorities in relation to Access and Inclusion Plans.

The City will report on the implementation of its Access and Inclusion Plan through the City's Annual Report and via the Disability Service Commission's prescribed progress report template by 31 July each year, outlining:

- Progress towards the desired outcomes of its Access and Inclusion Plan;
- Progress of its agents and contractors towards meeting the six desired outcomes; and
- The strategies used to inform its agents and contractors of its Access and Inclusion Plan.

Reporting on Past Achievements

The City of Albany is committed to facilitating the inclusion of people with disabilities through the improvement of access to its facilities and services. Since the adoption of the 2007 Access and Inclusion Plan the City has implemented many initiatives and

made significant progress towards enhancing accessibility for the entire community. Key initiatives have been highlighted below under the key outcome headings of the 2007 Access and Inclusion Plan.

Outcome 1 – City Services and Events

- The City is a 'Companion Card' affiliate.
- The City provides access to an aquatic wheelchair at the Albany Leisure and Aquatic Centre.
- The City provides access to an automatic sling hoist and electric raising and lowering bed for people with a disability accessing the Albany Leisure and Aquatic Centre swimming pool.
- The City provides programs at the Albany Leisure and Aquatic Centre for people with a disability.
- Community groups at the Vancouver Arts Centre (VAC) are supported through reduced fees for services such as Room Hire. The Lower Great Southern Community Living Association, the Lower Great Southern Family Support Association and ACTIV Foundation currently run an annual program of arts based classes for their clients at the VAC as a direct result of this support.
- The VAC offers art workshops specifically for people living with a disability. Additional support workers are employed by the VAC to assist students as required. Classes are generally provided for free and are supported by the Lower Great Southern Community Living Association.
- The VAC encourages participation in all programs and activities through offering reduced rates for VAC Members.
- Access to art exhibitions is managed to ensure wheel chair mobility around exhibits.
- The Princess Royal Fortress engages volunteer assistance from ACTIV Foundation.
- The City provides access to a wheelchair for visitors of the Princess Royal Fortress.
- The Library provides access to special collections and services for people with a physical and intellectual disability including an audio collection, home library service, exceptional allowances and staff support.
- The Library provides access to specialised equipment for people with visual impairments, including portable magnifying sheets and readers, onsite magnification machine and a text-to-audio machine.
- The Library provides modified arrangements to access public computers.

Outcome 2 – City Buildings and Facilities

- A floating jetty was constructed at Emu Point.

- Handrails, ramps and bench seating have been installed in a number of locations across the city.
- Interpretive signage for the Princess Royal Fortress has been designed to accommodate for people with vision impairment.
- Construction of public toilets with disability access at Cheynes Beach, Surfers Beach, Mills Park and Cape Ridge.
- City centre ACROD bay review. The review detailed the request for the provision of increased number of bays, their location and the future policing of the bays.
- The Vancouver Arts Centre provides rear automatic entrance doors for easy access.

Outcome 3 – City Information

- Audio loop installed in the Council Chambers to improve accessibility for people with hearing impairments.
- Installation of a traffic light visual system in the Council Chambers which indicates a start, wrap up point and complete timing phase of discussed items and has also improved the audio output system.
- Installation of large LED screens in the Council Chambers for viewing by the public gallery on updates throughout the Council meetings.

Outcome 4 – Quality Service

- All City Staff have taken part in disability awareness training and have viewed the “You Can Make a Difference to Customer Relations for People with Disabilities” CD-ROM from the Disability Service Commission.
- Volunteers at the Princess Royal Fortress view the “You Can Make a Difference to Customer Relations for People with Disabilities” CD-ROM from the Disability Service Commission.
- The City reviewed and adopted a new Customer Service Strategy outlining the minimum service provided.
- A phone specially designed for people with hearing and visual impairments has been installed at Guard House in the Princess Royal Fortress for volunteers.

Outcome 5 – City Complaint Procedure

- The City’s complaints procedure is accessible from the website.
- The City provides assistance in completing forms when required and requested and makes forms available in a range of different formats on request.

Outcome 6 – Public Consultation Process

- The City's Access and Inclusion Strategy for People with Disabilities is currently available on the City's website.
- The City's website provides a link to the Disability Services Directory that is produced by the Disability Services Commission.
- The Vancouver Arts Centre has an ongoing partnership with the Lower Great Southern Community Living Association through which programs and workshops for people living with a disability are regularly developed. Advice and guidance are also provided by the Association.
- The Albany Leisure and Aquatic Centre consulted with a variety of community service providers for people with a disability and their carers.
- The City of Albany holds representation at the Combined Agencies meetings, held quarterly.
- The City of Albany has an Access and Inclusion Working Group.

Strategic Implications

This plan relates directly to the following elements of the City of Albany Strategic Plan (2011-2021).

Key Focus Area

Lifestyle and Environment

Community Priorities

A built environment for active lifestyles.

Services for seniors and people with disabilities.

Proposed Strategies

Incorporate into future plans, infrastructure in parks that encourage activity for all ages and abilities (rather than passive parks).

Incorporate 'Age Friendly Cities' into future town planning to accommodate a growing seniors' population (infrastructure, health services, housing, public open spaces, transport etc).

Provide safe crossing points on busy roads for seniors and less mobile residents (i.e. North Road, York Street and Albany Hwy).

Install additional bench seats (with back supports) in parks, gardens and in the CBD.

Improve accessibility to City services/facilities for seniors and people with a disability.

Key Focus Area

Community Focused Organisation

Community Priorities

Improved communication

Community representation

Community consultation

Proposed Strategies

Promote City of Albany processes, procedures and project outcomes.

Continue to be proactive in updating the community through newspapers etc.
Distribute a regular email community newsletter regarding City of Albany events and projects to interested community members.
Communicate with residents and stakeholders clearly and concisely in a timely manner.
Regularly advertise programs and services through a variety of mediums including website, newspaper, radio, and community noticeboards.
Invite community representatives to participate in working and advisory groups on an as-need basis.
Develop a community engagement strategy that incorporates consulting with communities that will be the most impacted by Council decisions.

Key Focus Area

Organisational Performance

Community Priorities

Customer service
Policy and procedures
Staff development

Proposed Strategies

Conduct regular surveys of customer satisfaction and City of Albany customer service standards.
Regularly review all policies in consultation with community and key stakeholders.
Train and develop staff through adequate budget resourcing.

Key Outcomes

1. Access to City Services and Events

People with disabilities have the same opportunities as other people to access the services and events organised by the City of Albany.

2. Access to City Buildings and Facilities

People with disabilities have the same opportunities as other people to access the buildings and other facilities of the City of Albany.

3. Access to City Information

People with disabilities have the opportunity to receive information from the City of Albany in a format that will enable them to access the information, as readily as other people are able to access it.

4. Access to Quality Service

People with disabilities have the same opportunities to receive the same level and quality of service from the staff of the City of Albany as other people receive from the same staff.

5. Access to City Complaints Procedure

People with disabilities have the same opportunities as other people to make complaints to the City of Albany.

6. Participation in Public Consultation Process

People with disabilities have the same opportunities as other people to participate in any public consultation by the City of Albany.

Key Action Plan

Outcome 1:

People with disabilities have the same opportunities as other people to access the services and events organised by the City of Albany.

Strategy	Responsibility	Timeline
1.1 Develop links between the Access and Inclusion Plan and other City strategies and all relevant legislative requirements.	EMT	Ongoing
1.2 Ensure that people with disabilities and their families/carers have access to the services of the City and events organised by the City	Event Coordinators	Ongoing
1.3 Ensure people with disabilities and their families/carers are aware if events, meetings and activities are accessible through event promotional material.	Event Coordinators	Ongoing
1.4 Ensure all City officers, agents and contractors comply with the requirements of the Disability Services Act.	All Managers; Human Resources; Procurement	Ongoing
1.5 Reduce financial barriers for people with a disability to participate in creative activities, and encourage widespread participation in these activities.	Vancouver Arts Centre; Community Development	Ongoing
1.6 Provide opportunities for people with disabilities to participate in mainstream recreation activity organised by a range of agencies.	Recreation Services	Ongoing
1.7 Continue to encourage and facilitate collaborative partnerships to increase creative opportunities for people with a disability as audiences and as performers and creators of art.	Vancouver Arts Centre; Community Development	Ongoing
1.8 Consider opportunities to assist in the presentation of works by artists with a disability.	Vancouver Arts Centre	Ongoing
1.9 Explore opportunities to increase the availability of residency programs for artists with a disability.	Vancouver Arts Centre	Ongoing
1.10 Review recruitment guidelines to encourage engagement by people with a disability as volunteers.	EMT	Ongoing
1.11 Continue to program work that specifically engages with, and is relevant to people with a disability.	Vancouver Arts Centre	Ongoing
1.12 Improve access to arts and cultural funding programs for people with a disability.	Vancouver Arts Centre	Ongoing
1.13 Recognise outstanding artistic achievement through supporting events and activities which showcase work by artists with a disability.	Vancouver Arts Centre	Ongoing
1.14 The needs and aspirations of people with a disability are addressed in arts and cultural policy and program development, and the impact of policies and programs to people with a disability is measured.	Vancouver Arts Centre	Ongoing
1.15 Continue to ensure that the City's library provides products and services such as the housebound reader service, audio books, large print books, books in a wide range of reading levels and computer access including the internet.	Library Manager	Ongoing

Outcome 2:

People with disabilities have the same opportunities as other people to access the buildings and other facilities of the City of Albany.

Strategy	Responsibility	Timeline
2.1 Ensure City offices and buildings are accessible to people with disabilities.	EMT	Ongoing
2.2 Incorporate provision for disability access into all future asset and facility development for the City.	EMT	Ongoing
2.3 Facilitate the improvement of pedestrian road crossings to meet the requirements of people with disabilities in terms of location.	Works and Services; Planning and Development	Ongoing
2.4 Continue to review and improve access to public open spaces and public areas including: <ul style="list-style-type: none"> • Parks and reserves • Beaches • Facilities (including footpaths) 	Parks and Gardens	Ongoing

Outcome 3:

People with disabilities have the opportunity to receive information from the City of Albany in a format that will enable them to access the information, as readily as other people are able to access it.

Strategy	Responsibility	Timeline
3.1 Provide information regarding services, facilities and customer feedback in appropriate formats.	EMT	Ongoing
3.2 Improve employee awareness of accessible information needs and how to obtain and provide information in alternative formats.	Human Resources; Community Development	Ongoing
3.3 Improve the City's website to ensure it is user-friendly for people with disabilities.	Communications Unit; ICT	Ongoing
3.4 Where appropriate, ensure that City publications promote inclusion and participation for people with a disability.	Communications Unit	Ongoing
3.5 Develop a strategy for making direct contact with local people with disabilities.	Community Development	September 2012
3.6 Collaborate with relevant peak bodies and disability service providers to ensure the dissemination of venue accessibility information is appropriately targeted for people with a disability.	Community Development	Ongoing

Outcome 4:

People with disabilities have the same opportunities to receive the same level and quality of service from the staff of the City of Albany as other people receive from the same staff.

Strategy	Responsibility	Timeline
4.1 Improve Elected Members and Staff awareness of disability access issues and improve skills to provide better services.	Human Resources; Council Liaison	Ongoing
4.2 Seek feedback on service provision for people with a disability.	Community Development	Ongoing

Outcome 5:

People with disabilities have the same opportunities as other people to make complaints to the City of Albany.

Strategy	Responsibility	Timeline
5.1 Ensure complaint procedures are accessible to people with a disability.	Community Development; Customer Service	Review quarterly
5.2 The City is able to respond to feedback and complaints in accessible formats for people with a disability.	EMT	Ongoing

Outcome 6:

People with disabilities have the same opportunities as other people to participate in any public consultation by the City of Albany.

Strategy	Responsibility	Timeline
6.1 Establish an Access and Inclusion Working Group to assist in the implementation of the Disability Access and Inclusion Plan and prioritisation of projects.	Community Development	Ongoing
6.2 Support people with disabilities, their families and carers to attend public community consultation processes arranged by the City.	Community Development	Ongoing
6.3 Increase the involvement of people with disabilities in the City's public consultation.	All Staff	Ongoing

Performance Measurement

Access to City Services and Events

- Numbers taking part in “Companion Card” initiative and take up by private entrepreneurs through City facilities;
- Satisfaction Surveys, distributed via Disability Services Commission;
- Number of people with disabilities participating in City of Albany events and activities (including Vancouver Arts Centre, Leisure Centre)

Access to City Buildings and Facilities

- Organisational training completed in key areas;
- Number of City buildings and facilities with disabled access;
- Number of improvements completed to venues to provide greater access.

Access to City Information

- Number of publications produced in alternate formats;
- Number of publications promoting inclusion and participation;

Access to Quality Service

- Number of staff, volunteers and elected members who have completed relevant training;
- Review of Induction process.

Access to City’s Complaints Procedure

- Number of complaints registered by people with a disability, their families and carers of persons with a disability;
- Satisfaction surveys distributed via Disability Services Commission.

Participation in the Public Consultation Process

- Number of meetings held with Access and Inclusion Working Group;
- Number of priorities identified and remedied by the Access and Inclusion Working Group;
- Satisfaction Surveys.

Review

Executive Director, Community Services to review on or before 31 December 2016.

Associated Documents

- Disability Services Act 1993
- WA Equal Opportunity Act 1984
- Commonwealth Disability Discrimination Act 1992
- “Creating Accessible Events “ Checklist – Disability Services Commission
- “Disability Services Community Consultation Project Report” – Great Southern Employment Development Committee Inc

References

- Australian Bureau of Statistics. (2007). *2006 Census Community Profile Series - Albany (C) (LGA 50080)*. Canberra: Commonwealth of Australia.
- Australian Bureau of Statistics. (2011). *Australian Demographic Statistics, September 2011*. Canberra: Commonwealth of Australia.
- Disability Services Commission. (2008). *Profile of Disability - Lower Great Southern Statistical Division*. Perth: Government of Western Australia.

Implementation Plan

Outcome 1: People with disabilities have the same opportunities as other people to access the services and events organised by the City of Albany.

Strategy	Task	Task Timeline	Responsibility
1.1 Develop links between the Access and Inclusion Plan and other City strategies and all relevant legislative requirements.	1.1.1 Identify relevant City plans, strategies and legislation that require alignment with the Access and Inclusion Plan.	December 2013	EMT
	1.1.2 Develop a matrix to include objectives of the Access and Inclusion Plan in relevant City plans, strategies and legislation.	February 2014	Community Development
	1.1.3 Modify relevant plans in accordance with the above findings.	February 2013	EMT
1.2 Ensure that people with disabilities can access City of Albany services and events.	1.2.1 Develop a strategy to receive input and feedback from the community and service providers regarding event access.	September 2012	Event Coordinators
	1.2.2 Based on the feedback provided by the community, develop strategies to improve universal access at events including an Event's Checklists, Risk Management Plan and a Promotion Strategy.	September 2013	Event Coordinators
	1.2.3 Communicate and promote event access, including parking through a variety of strategies.	Ongoing	Event Coordinators
	1.2.4 All event organisers to be aware of the Guidelines for Creating Accessible Events publication available from the DSC website.	Ongoing	Event Coordinators; Community Development
	1.2.5 Participate in the 'Companion Card' initiative where possible to events conducted in Council facilities.	Ongoing	Albany Leisure & Aquatic Centre; Princess Royal Fortress; Vancouver Arts Centre

	1.2.6 Continue to provide programs at the Albany Leisure and Aquatic Centre for people with a disability, including water aerobic style classes and accessible games.	Ongoing	Albany Leisure and Aquatic Centre	
	1.2.7 Continue to provide access to an automatic sling hoist and electric raising and lowering bed for people with a disability accessing the Albany Leisure and Aquatic Centre swimming pool.	Ongoing	Albany Leisure and Aquatic Centre	
	1.2.8 Continue to provide access to an aquatic wheelchair at the Albany Leisure and Aquatic Centre.	Ongoing	Albany Leisure and Aquatic Centre	
1.3	Ensure people with disabilities and their families/carers are aware if events, meetings and activities are accessible.	1.3.1 Utilise existing distribution lists (internal and external) to send event information directly to people with disabilities and their families.	Ongoing	Event Coordinators
		1.3.2 Include information on event advertising materials including directing to City website for more information.	Ongoing	Event Coordinators
1.4	Ensure all City officers, agents and contractors comply with the requirements of the Disability Services Act.	1.4.1 Include the requirements of the Act in all inductions, contracts and Contractor Information Packs	September 2013	Human Resources; Procurement
1.5	Reduce financial barriers for people with a disability to participate in creative and recreation activities, and encourage widespread participation in these activities.	1.5.1 Continue to identify funding opportunities and/or revenue raising opportunities that will assist in the provision of low cost or free programs.	Ongoing	Vancouver Arts Centre Recreation Services
		1.5.2 Promote the Vancouver Arts Centre's Community Arts Program to all peak bodies and disability service providers in the region.	Ongoing	Vancouver Arts Centre
1.6	Provide opportunities for people with disabilities to participate in mainstream recreation activity organised by a range of agencies.	1.6.1 Investigate partnerships with key agencies to provide access for all abilities to mainstream leisure activities.	Ongoing	Recreation Services

<p>1.7 Continue to encourage and facilitate collaborative partnerships to increase creative opportunities by people with a disability as audiences and as performers and creators of art.</p>	<p>1.7.1 Promote the availability of the Emerging Artist Fund to all peak bodies and disability service providers in the region.</p>	<p>Ongoing</p>	<p>Vancouver Arts Centre</p>
<p>1.8 Consider opportunities to assist in the presentation of works by artists with a disability.</p>	<p>1.8.1 Actively encourage artists with a disability to participate in key Vancouver Arts Centre events.</p>	<p>Ongoing</p>	<p>Vancouver Arts Centre</p>
	<p>1.8.2 Identify potential touring exhibitions that feature works by artists with a disability.</p>	<p>Ongoing</p>	<p>Vancouver Arts Centre</p>
<p>1.9 Explore opportunities to increase the availability of residency programs for artists with a disability.</p>	<p>1.9.1 Promote the availability of Residency Programs to all peak bodies and disability service providers in the region</p>	<p>Ongoing</p>	<p>Vancouver Arts Centre</p>
	<p>1.9.2 Investigate housing options for resident artists with relevant agencies.</p>	<p>June 2013</p>	<p>Vancouver Arts Centre</p>
<p>1.10 Review recruitment guidelines to encourage engagement by people with a disability as volunteers.</p>	<p>1.10.1 Continue to encourage volunteer participation by people with a disability.</p>	<p>Ongoing</p>	<p>Vancouver Arts Centre Coordinator; Princess Royal Fortress; Community Development; Library</p>
	<p>1.10.2 Promote the availability of volunteering opportunities to all peak bodies and disability service providers in the region.</p>	<p>Ongoing</p>	<p>Vancouver Arts Centre Coordinator; Princess Royal Fortress; Community Development; Library</p>
	<p>1.10.3 Continue to work with the Lower Great Southern Community Living Association to deliver the Arty Party series.</p>	<p>Ongoing</p>	<p>Vancouver Arts Centre</p>

	1.10.4 Continue to work with ACTIV to encourage their participation in Vancouver Arts Centre events and volunteering opportunities.	Ongoing	Vancouver Arts Centre
	1.10.5 Identify and develop new potential partnerships to encourage inclusive volunteering.	Ongoing	Community Development
1.11 Continue to program work that specifically engages with, and is relevant to people with a disability.	1.11.1 Continue to work with the Lower Great Southern Community Living Association to deliver the Arty Party Series.	Ongoing	Vancouver Arts Centre
	1.11.2 The City will participate in an International Year of the Disabled Person event each year.	Annually/Ongoing	Community Development
1.12 Improve access to arts and cultural funding programs for people with a disability.	1.12.1 Review existing arts funding programs and processes to ensure they are appropriately accessible, inclusive and flexible to support the diverse needs and aspirations of artists and arts/ culture workers with different types of disability through the course of their careers.	December 2012	Vancouver Arts Centre
1.13 Recognise outstanding artistic achievement through supporting events and activities which showcase work by artists with a disability.	1.13.1 Identify potential touring exhibitions that feature works by artists with a disability.	Ongoing	Vancouver Arts Centre
	1.13.2 Assist other regional organisations in the promotion of events and activities which showcase work by artists with a disability.	Ongoing	Vancouver Arts Centre
1.14 The needs and aspirations of people with a disability are addressed in arts and cultural policy and program development and the impact of policies and programs to people with a disability is measured.	1.14.1 Identify gaps and research and data collection and undertake research on arts and disability issues including audience development, arts practice and engagement by people with a disability in arts and cultural activities.	Ongoing	Vancouver Arts Centre
1.15 Continue to ensure that the City's library provides products and services such as the housebound reader service, audio books, large print books, books in a wide	1.15.1 Investigate changing current keyboards to white keyboards with large black print.	February 2013	Library Manager

range of reading levels and computer access including the internet.			
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Outcome 2: People with disabilities have the same opportunities as other people to access the buildings and other facilities of the City of Albany.

Strategy	Task	Task Timeline	Responsibility
2.1 Ensure that access to City offices and building is available to people with disabilities.	2.1.1 Review last Disability Audit and identify unresolved accessibility issues in City offices and buildings.	June 2013	Community Development
	2.1.2 Investigate ways of improving access to buildings where full compliance cannot be achieved.	Ongoing	Asset Management
	2.1.3 Install automatic front doors at the Vancouver Arts Centre	September 2012	Vancouver Arts Centre
	2.1.4 Research access options for Mary Thomson House.	June 2013	Vancouver Arts Centre
	2.1.5 Place a courtesy sign on the accessible change room at ALAC requesting that patrons give priority to people with a disability.	September 2012	Albany Leisure and Aquatic Centre
	2.1.6 Improve directional signage to meeting rooms and toilets in the City's administration building.	January 2013	Works and Services
	2.1.7 Ensure Albany Regional Airport (and its facilities) remains accessible to people with disabilities.	Ongoing	Community Services
2.2 Incorporate provision for disability access into all future asset and facility development for the City.	2.2.1 Promote accessible facilities and locations in City information.	Ongoing	Communications Unit
	2.2.2 Ensure people with disabilities in the City's outlying communities are included in consultation about improvements to	Ongoing	Community Development

		parks and recreational facilities in their community		
2.3 Facilitate the improvement of pedestrian road crossings to meet the requirements of people with disabilities in terms of location.	2.3.1	The City's CBD Traffic and Parking Study to include assessing whether there are sufficient ACROD Bays and pedestrian crossings in the CBD, and that these are conveniently sited.	June 2013	Major Projects
2.4 Continue to review and improve access to public open spaces and public areas including: <ul style="list-style-type: none"> - Parks and reserves - Beaches - Facilities (including footpaths) 	2.4.1	Improve access and facilities in parks and reserves to coincide with scheduled upgrades and maintenance.	Ongoing	Reserves; Parks & Gardens
	2.4.2	Ensure that new facilities in parks such as BBQs, picnic tables and play equipment are accessible to people with disabilities.	Ongoing	Reserves; Parks & Gardens
	2.4.3	Introduce a risk management process to identify, upgrade and maintain pathways to ensure accessibility and removal of hazards.	Ongoing	Works and Services
	2.4.4	Ensure that gum nuts and other hazards are regularly removed from pathways in key, high usage areas and in response to requests.	Ongoing	Works and Services
	2.4.5	Upgrade to footpaths utilise appropriate surfacing wherever possible.	Ongoing	Works and Services
	2.4.6	Investigate the development of an accessible playground within the City of Albany.	September 2013	Works and Services; Parks and Gardens
	2.4.7	Policy developed to ensure that all new playground developments include at a minimum, paving to allow for wheelchair access, sensory and tactile features, undertake research into the development	June 2014	Planning and Development

	of accessible playgrounds in other local government areas. Provide information about accessible playgrounds to developers.		
2.4.8	Public Open Space policy developed to improve the accessibility of facilities in public open spaces and other recreation facilities.	June 2014	Planning and Development
2.4.9	Investigate and identify a natural beach most suitable for improving access.	February 2013	Planning and Development; Works and Services; Reserves
2.4.10	Continue to provide Beach Access wheelchairs at both Middleton Beach and Emu Point through the beach kiosks at these locations.	Ongoing	Community Development
2.4.11	Develop pathway network in Eyre Park, connecting Middleton Road to the Liberty Swing and accessible toilets.	July 2012	Works and Services
2.4.12	In partnership with the Association of the Blind install a tactile statue at Mills Park.	September 2012	Parks and Gardens

Outcome 3: People with disabilities have the opportunity to receive information from the City of Albany in a format that will enable them to access the information, as readily as other people are able to access it.

Strategy	Task	Task Timeline	Responsibility
3.1 Provide information regarding services, facilities and customer feedback in appropriate formats.	3.1.1 Develop and implement a Communications Strategy to improve how information is provided.	February 2013	Communications Unit
	3.1.2 Include a generic statement on all City publications advising the community that, upon request, information about City Services and events can be made in alternative formats, such as large print, or compact disc.	February 2013	Communications Unit
	3.1.3 Mayor and CEO will provide regular feedback on Community Radio. The Mayor every third Thursday of each month and the CEO every first Thursday of every month	Ongoing	Mayor and CEO
3.2 Improve employee awareness of accessible information needs and how to obtain and provide information in alternative formats.	3.2.1 Include in the City's staff induction Officer's responsibilities on providing the community access to information in a variety of formats.	September 2012	Human Resources; Community Development
	3.2.2 Provide information on the intranet for staff about how to provide information that is inclusive and accessible.	February 2013	Community Development
	3.2.3 Include a section in the Communication Guide outlining inclusive language for describing people with disabilities	February 2013	Communications Unit
3.3 Improve the City's website to ensure it is user-friendly for people with disabilities.	3.3.1 Investigate software options for the City's website to provide alternative formats including audio formats and instructions to increase font size.	December 2013	Information Technology

	3.3.2	Investigate developing websites for each of the business units that will include information about the accessible services the City provides.	October 2013	Information Technology; Communications Unit
	3.3.3	Update the Disability Services page on the website to include more information about the services the City provides including at Vancouver Arts Centre, ALAC, Albany Regional Airport and the Library.	September 2012	Community Development
3.4 Where appropriate, ensure that City publications promote inclusion and participation for people with a disability.	3.4.1	Build an image catalogue that includes people living with a disability.	February 2013	Communications Unit
	3.4.2	Include images of people with a disability in the community calendar.	September 2013/ Ongoing	Communications Unit
	3.4.3	Include two articles each year in the Community Information page, sharing the achievements of people living with disability.	Ongoing	Communications Unit
3.5 Develop a strategy for making direct contact with local people with disabilities.	3.5.1	Develop strategies for getting information directly to and from community members with disabilities and their families.	March 2013	Community Development
	3.5.2	Disseminate relevant information on a bi-weekly basis to a data base of community members with disabilities, their families and organisations in the disabilities sector.	Ongoing	Community Development
3.6 Collaborate with relevant peak bodies and disability service providers to ensure the dissemination of venue accessibility information is appropriately targeted for people with a disability.	3.6.1	Vancouver Arts Centre to identify all peak bodies and disability service providers in the region.	February 2013	Vancouver Arts Centre
	3.6.2	Add peak bodies and disability service providers to the Vancouver Arts Centre's distribution network.	Ongoing	Vancouver Arts Centre

	3.6.3 Vancouver Arts Centre to liaise with groups about best targeting techniques and implement where appropriate.	Ongoing	Vancouver Arts Centre officers
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Outcome 4: People with disabilities have the same opportunities to receive the same level and quality of service from the staff of the City of Albany as other people receive from the same staff.

Strategy	Task	Task Timeline	Responsibility
4.1 Improve Elected Members and Staff awareness of disability access issues and improve skills to provide better services.	4.1.1 Develop and implement a training program for all City employees and Elected Members to provide awareness of needs of people with disabilities.	Annually/Ongoing	Human Resources
	4.1.2 Include disability awareness into the City's staff induction program.	September 2012	Human Resources
	4.1.3 Identify training for key staff to ensure that, in relation to service provision and community consultation, they are aware of the main access needs of people with disabilities, their families and carers who use the City's services.	Ongoing	Human Resources
	4.1.4 Provide regular updates on Access and Inclusion Plan initiatives, achievements and progress.	Ongoing	EMT; Community Development
	4.1.5 Recognise achievements and best practice in disability access and inclusion.	Ongoing	Communications Unit; Community Development
	4.1.6 Provide an article in 'the Link' twice a year acknowledging staff achievements in provision of accessible programs/infrastructure/services.	Ongoing	Communications Unit
4.2 Seek feedback on service provision to people with a disability.	4.2.1 Develop mechanisms for people to provide feedback.	September 2012	Community Development

Outcome 5: People with disabilities have the same opportunities as other people to make complaints to the City of Albany.

Strategy	Task	Task Timeline	Responsibility
5.1 Ensure the current complaint procedures are accessible to people with a disability.	5.1.1 Review current feedback mechanisms and develop alternatives as appropriate.	February 2013	Customer Service
	5.1.2 Promote the complaints and feedback mechanism to disability groups, service providers and community, including in alternative formats where requested.	Ongoing	Community Development; Communications Unit
	5.1.3 Advertise the City's Complaint Procedure on the City's website.	Ongoing	Communications Unit
	5.1.4 Provide assistance, where required, in the lodgement of a complaint.	Ongoing	Customer Service
5.2 The City is able to respond to feedback and complaints in accessible formats for people with a disability.	5.2.1 Consult with disability groups and service providers on the best way to provide feedback.	February 2013	Community Development
	5.2.2 Develop and implement new feedback and complaints mechanisms as appropriate.	June 2013	Customer Service
	5.2.3 Act on grievances and complaints made by community members related to access, and resolve the issue in line with the complaints mechanism.	Ongoing	EMT

Outcome 6: People with disabilities have the same opportunities as other people to participate in any public consultation by the City of Albany.

Strategy	Task	Task Timeline	Responsibility
6.1 Investigate establishing a Disability Access and Advisory Working Group to assist in the implementation of the Disability Access and Inclusion Plan and prioritisation of projects.	6.1.1 Develop Terms of Reference for Working Group.	November 2012	Community Development
	6.1.2 Develop an internal and external marketing strategy to promote Disability Access and Inclusion Working Group to officers and the community.	January 2013	Community Development
6.2 Support people with disabilities, their families and carers to attend public community consultation processes arranged by the City.	6.2.1 Develop a list of accessible venues within the City and distribute to Staff and consultants conducting consultation on behalf of the City. Make the list available to community-based organisations upon request.	February 2013	Community Development
6.3 Increase the involvement of people with disabilities in the City's public consultation.	6.3.1 Seek a broad range of views on a disability and access issues from the local community.	Ongoing	Community Development
	6.3.2 Create opportunities for people with disabilities to be included in invitations to attend public workshops, public forums or community consultation processes of the City, to ensure that people with disabilities are included in invitations.	Ongoing	All staff
	6.3.3 Widely promote opportunities for consultation through newsletters, newspapers and on the website.	Ongoing	Communications Unit
	6.3.4 Support people with disabilities, their families and carers to attend public community consultation processes arranged by the City.	Ongoing	Community Development

Appendix 1: Summary of Community Consultation

In March 2011 the City of Albany held consultations with relevant community members as part of its Disability Access and Inclusion Plan review process. A total of 17 community members gave feedback on accessibility issues for the City's infrastructure, public buildings and spaces. A summary of the issues and problems identified is included.

Library

Install additional level ACROD Bays behind the library.
 Change current keyboards to large black print on a white keyboard.
 Improve access to upper shelves for people in wheelchairs (staff are always helpful)
 Staff training in Auslan
 Ensure there are accessible pathways leading from ACROD Bays to library entrance. Preferable close to undercover area so that when there is wet weather the person in the wheelchair can depart the car and move undercover while the carer/family member packs away the hoist.

Priority Modify ACROD Bay in York Street (located near library) to ensure there is adequate 'pull in space' at front and rear so that the vehicle cannot get boxed in. There is currently not enough room to unload with back hoist.
 Provide staff training to build awareness about serving people with an intellectual disability.
 Provide symbols/voice instructions so people know who they need to go to for help (this will assist people who are visually impaired and people who have an intellectual disability.)

Albany Leisure and Aquatic Centre

Increase the number of accessible parking bays in convenient locations.
 Have a designated accessible shower and toilet. Often people with disabilities have difficulty accessing the change room/ toilet as there is always a long line. Develop a priority system.
 Install a new lift to leisure pool (not all wheelchairs can use the current one)

Priority Create a safe pedestrian crossing point on North Road so that pedestrians can safely cross North Road to get to ALAC.

Priority Change speed limit on North Road to 50km
 Increase water temperature so its suitable for rehab activities eg knees and hips. The current water temperature is currently too cold for some people in wheelchairs.
 What is the current policy on the one on one learning how to swim classes?
 Dose the standard school holiday programs have the capacity for children with disability?
 Gym – are there assumptions made that people with a disability need a support worker (staff development around disability)?

Vancouver Arts Centre

Improve access from car park.
 Sloping carpet area in the corridor is difficult for person in wheelchair to push themselves along – change surface of flooring.

Only one ACROD Bay on street level, need another, possibly as part of the bus bay outside front entrance. Negotiating the steps from the bottom car parks is impossible for patrons who use a wheelchair or walking aides.

Reassess the skill level of some of the art classes designed for people with a disability, there are assumption that people with disability have a lower skill level. Do people with disabilities access regular classes? Need to provide further information.

Day Care Centre

Good reputation

Albany Visitors Centre

No ACROD Bays immediately adjacent to entrance. Visitors have to cross traffic from the parking area. A bay close to the ramp would be of benefit.

Staff to undergo staff customer service training and disability awareness training.

TransWA counter is too high for people in wheelchairs.

Provide additional seats for seniors.

Slight change in slope of pavers in front not good for people with sight impairment.

There is a small step at the entrance door which creates difficulties in access.

Administration Building

Increase number of accessible parking bays.

Improve directional signage (for example to meeting rooms and toilets).

Improve seating at front counter; people currently have to stand when dealing with staff. Stools could be provided for people with a disability near the computers where most of the activity takes place.

Forts

There is insufficient shade when events are on.

There is a small step at the entrance to the cafe which limits access.

Visual displays are difficult to read for people with vision impairment (provision of audio descriptors would make it more accessible).

Ambiguity regarding costs when visitors drive in.

Improve wheelchair access to the guns at the top.

Handrails: conduct an audit and install handrails in key locations

Events

Create/use events check list.

Increase number of "temporary" accessible parking bays and police them.

Provide transport options for example a shuttle bus.

No access to York Street ACROD parking bays when street is closed.

Advertise locations of accessible parking so people know they have options.

Christmas pageant – is there a designated place for wheelchairs?

Include on flyers 'For more information about accessibility of events please visit City website'

People who require accessible parking or toilets, to contact the City so they have an indication of numbers.

Informing events accessibility through the Bush Telegraph.

Buildings and Facilities

Toilets/ Change Rooms:

- Rest Centre Toilets: Ladies accessible toilet door is too small (it leaves a large gap when closed and people can see in).
The doors on accessible toilets are too heavy, sliding doors are preferable.
- Priority Provide a hoist in at least one public toilet in the CBD.
Improve directional signage and signage on toilet doors; it is not bold enough for people who are visually impaired.
Remove jumbo toilet rolls in accessible toilets; they take up too much room.
- Priority Install hot water at Emu Point change rooms (Groyne). Cold showers are not suitable for seniors and some people in wheelchairs. Improve lighting and floor surface as it is slippery and dark. Need shower in accessible toilet.
There are no accessible shower facilities at Emu Point near the swimming baths. However the existing shower areas are large enough for safe use for people with disabilities if safety/holding rails are provided on the side walls- at present have to hang on to taps to maintain balance.
The only change room in the CBD is at ALAC (need to be able to lie down to be changed). Investigate the possibility for another change room at the rest centre (Citizens Advice Bureau).

Parking:

- Priority Increase the length and width of some accessible parking bays to cater for buses with rear access lifts.
- Priority Increase policing of ACROD Bays.
Accessible bay on Albany Highway near Great Southern Regional Medical Group has a 30 minute time period, this does not allow enough time to depart from the car and wait for medical appointments – increase the time limit.
- Priority Advocate for ACROD bay near target to have to be converted to a longer wider bay (similar to trailer parking length to allow for bus with rear hoist access).
- Priority Albany Highway outside Coles needs an ACROD parking bay.
Existing bay are very important, no need to remove any. Make an ACROD Bay immediately in front of the last car bay (nearest York Street), as this will use only a small portion of the pull in area before the bus bay and as ACROD bays are not always in use it is less likely to inconvenience the bus company or its passengers. It is a long walk from the ACROD bays in the plaza car park through to Coles.
Install accessible parking bay at the Tip Shop.
ACROD Bays- investigate lip from car park to footpath.

Beaches:

- Priority Provide beach wheelchairs that do not float. For example a beach trekker.
Install beach matting to improve access at Middleton and Emu Point (see example Leighton Beach and Hillary's).
Improve access to beach via ramp at groyne.
- Priority Ellen Cove- steps near children's playground are dangerous and do not conform to safety standards. Install a wooden ramp which

provides access to both north and south from a central platform alongside the sea wall.

Council should provide a boardwalk alongside the beach front between Ellen Cove, Surf Club Building and Surfers beach where the Emu Point walkway begins. Perhaps funding would be available for this if it was promoted as for 'disability access.'

Access to beach and fishing facilities:

- Conduct audit (ensure that a person with a disability is in audit team). Establish a Disability Advisory Committee to assist with audit.
- Improve access to beach at Middleton, there is currently no viable access
- Advertise emu point ramp
- No suitable change facilities at Middleton Beach, Eyre Park and Emu Point.

Provide hoist for beach wheelchair.

Parks:

Eyres Park- the bars around the Liberty Swing have been vandalised could be dangerous for children who slip through the gaps and get hit by the swing.

Lake Weelara – cannot get down to water (Serpentine).

Explore accessible playgrounds that *all* kids would enjoy. Need to work in partnership with KidSafe.

Roads:

Priority

Install pedestrian crossing points at dog rock shopping centre, North Road East and West Aberdeen Street.

High Priority

Improve pedestrian crossing on North Road

Paint more curb edges white.

Remove obstacles along roads and footpaths.

Increase safe road crosswalks (audio)

Install flashing lights indicating school zones at priority locations.

Paths:

Improve quality of footpaths (uneven and narrow) and remove obstructions for example outside of eagle boys.

Are the footpaths wide enough if you have a wheelchair on either side or pram/ bicycle etc

Lake Seppings, tree half fallen, path way needs to be compact.

Improve footpath network in North Road precinct.

Conduct a footpath audit.

Provide good clear signage with road works etc (especially for pedestrians).

Access to Information

Provide accessible tourism information (participate in the "Your Welcome" Access WA initiative).

Provide information in large print format and audio if requested.

The Mayor/CEO should provide regular (same timeslot) feedback on local ABC Radio and Community Radio.

Provide council brochure in Braille.

Ensure that information is provided in various formats (not everyone has access to a computer)

Provide/improve information about access and inclusion in Albany for both residents and visitors – include accessible information on the

website.

Celebrate and promote new “accessible” services and infrastructure.

The current website does not help ‘sell’ the City to community or visitors, it lacks community feeling.

Are minutes of council available in alternative formats and other information?

Consultation targeting specific groups.

Same Level and Quality of Services

High Priority Inclusion – employ people who have a disability.
Councillors, town planners and engineers to get in a wheelchair, walk, drive gophers, wear vision blindfolds and proceed from the Council and North Road Shopping Centre along the ‘footpaths’ and go into town and York Street to feel the experience/difficulties at 8:30am, 12 noon and 3pm.
Rubbish services – Does the City assist with rubbish removal, bins and kerb side pickups? If so is this information available?
Disability Awareness Training Annually – Open it up to councillors and possibly other organisations.

Feedback and Complaints

We expect respectful acknowledgment and options/constructive responses.

People need to know there is a Seniors Committee for passing on information.

Suggestion Box – continue to provide feedback/ it is more positive than submitting a complaint. Feedback focuses on ‘what might be’
Are there any questions regarding disability access and inclusion in the annual community surveys conducted by the City?

Consultations

Priority Need a committee of local people including who have a disability and who are experienced with disabled/elderly/blind/deaf people to provide assistance to city staff monthly to keep access and inclusion plan moving along.
Disability Advisory Committee, ongoing, committed group of people, active, they are a resource with a specific focus.

End of document.

3.2: CONTRACT C12014 – SUPPLY OF GAS (ALAC)

Proponent	: City of Albany
Owner	: City of Albany
Responsible Officer	: Acting Executive Director Community Services (C Woods)

IN BRIEF

- Contract C12014 – Supply of Gas Albany Leisure and Aquatic Centre (ALAC) be AWARDED to Origin Energy for an initial period of five years or until 750 tonne of LPG is consumed.
- Based on an annual gas consumption at ALAC of 6,500,000 mega joules the estimated annual saving from awarding the tender to Origin Energy is \$84,000 per annum at current Alinta gas pricing.
- The Origin Energy pricing represents a saving of 30% over current Alinta pricing.
- ALAC is currently out of contract with Alinta.
- Awarding the contract to Origin Energy will require the installation of 3 x 750kg gas storage vessels on site at ALAC.

ITEM 3.2: RESPONSIBLE OFFICER RECOMMENDATION**VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council ACCEPT the Tender from Origin and award contract C12014 for the supply of LPG to the Albany Leisure and Aquatic Centre (ALAC) for a period of 5 years or until a minimum 750 tonnes of LPG have been consumed.

BACKGROUND

1. The ALAC Business Plan identified that energy costs at the Centre were well above industry standards. Electricity tariffs have previously been reviewed and, as a result, ALAC moved from Perth Energy to Synergy to benefit from cheaper supply costs. Annual savings of approximately \$45,000 per annum were achieved from this supplier review.
2. ALAC installed pool blankets in May of 2012 to further reduce its consumption of gas and electricity, based on Energy Audit findings commissioned in February 2011. The pool blankets are estimated to save a further \$55,000 per annum. In July 2012, gas consumption was reduced by \$14,500, compared with July 2011 gas consumption figures as a direct result of the pool blankets.
3. ALAC has budgeted to consume 8,008,000 mega joules of LPG in 2012/13, at a rate of .0340 cents per mega joule. This price was based on December 2011 gas prices. This equates to an annual cost of \$272,272 before factoring in the savings from the pool blankets. Pool blankets are estimated to save 1,588,235 mega joules per annum, or approximately \$55,000 at the budgeted rate of .0340 cents per mega joule..

16/10/2012

REFER DISCLAIMER

4. Alinta Energy's current energy pricing, as at July 1st 2012 (which includes the price impact of the carbon tax), is 0.0421 cents per unit. This pricing is 20% greater than previously budgeted, and effectively negates the benefits of the pool blankets. The projected gas costs for ALAC in 2012/13 are therefore \$270,272.
5. The tender of ALAC Gas requirements was driven by the need to reduce costs by having competition in the market place.
6. As Albany is not supplied by natural gas, and the current town reticulated system (which services ALAC) is owned by Alinta, the only way to achieve competition in the market place is to install LPG storage cylinders on site, and bypass the current Alinta reticulation system.

DISCUSSION

7. Tenderers were asked to provide a price per unit and term of supply that was required to cover the capital costs of installing storage units on site.
8. The tender documents included tender evaluation criteria using the weighted attribute method. This method scores the evaluation criteria and weights their importance to determine an overall point score for each tender. The criteria are tabled below:

Criteria	% Weight
Cost	80%
Continuity of Supply	20%
TOTAL	100%

9. Tenders from two service providers were received, being Elgas and Origin. The Elgas submission was deemed Non-Conforming, as it was not received on the appropriate Tender Response Forms. Summary below:

Tenderer	Local Preference Qualification
Origin Energy WA Pty Limited	Yes
Elgas	Non-Conforming

10. The following table details the evaluation rating as scored, and the resulting overall evaluation weighted score applicable.

Tenderer	Cost	Continuity of Supply	Total Evaluation Score
Origin Energy WA Pty Limited	400.00	180.00	580.00

11. The evaluation panel was made up of Procurement Officer (Corporate Services), Executive Director Corporate Services and Executive Director Community Services, who evaluated and scored the tenderers' submissions, before jointly determining that Elgas was Non-Conforming and the final score for Origin. On the basis of comparison costing to the current provider, Alinta, the most suitable company is considered to be Origin. Their submission provides competitive pricing and they are deemed to be an established and reliable local operator.

GOVERNMENT CONSULTATION

12. Nil.

PUBLIC CONSULTATION / ENGAGEMENT

13. A request for tenders was published in the West Australian on 8 August 2012 and the Great Southern Weekender on 9 August 2012. The Tender was open for two weeks and therefore closed on 22 August 2012.

STATUTORY IMPLICATIONS

14. Regulation 11 of the *Local Government (Functions and General) Regulations 1996 (Regulations)* requires Council to publicly tender if the contract is, or is expected to be, more, or worth more, than \$250,000.
15. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
16. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

STRATEGIC IMPLICATIONS

17. This item relates to the following elements of the City of Albany Strategic Plan (2011-2021):

Key Focus Area

Organisational Performance

Community Priorities

Policy and Procedures

Proposed Strategies

Develop clear processes and policies and ensure consistent, transparent application across the organisation.

City of Albany Mission Statement: “At the City of Albany we are results driven and accountable. We provide best value in applying council and community resources, and we apply Council funds carefully.”

POLICY IMPLICATIONS

18. The City of Albany Tender Policy and Regional Price Preference Policy are applicable to this item.

RISK IDENTIFICATION & MITIGATION

19. The risk identification and categorisation relies on the City’s Risk Management Framework.

Risk	Likelihood	Consequence	Risk Rating	Mitigation
<i>Interruption to continuity of supply, affecting ALAC’s ability to deliver service to customers</i>	<i>Unlikely</i>	<i>Medium</i>	<i>Medium</i>	<i>The tender process has determined that Origin Energy has a large storage capacity located in Albany for servicing and that back up service is available from Perth.</i>

FINANCIAL IMPLICATIONS

20. The value of this tender is in excess of \$250,000 and therefore the approval is referred to Council for consideration and award.

LEGAL IMPLICATIONS

21. Legal implications are addressed in the City of Albany General Conditions of Contract which forms part of the tender documents.

ALTERNATE OPTIONS

22. Council can accept or reject the tenders as submitted.

SUMMARY CONCLUSION

23. On reviewing the submissions, the evaluation team assessed Origin Energy as being the most suitable tenderer across the evaluation criteria in terms of Cost and Continuity of Supply.

Consulted References	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing (Tenders & Quotes) Council Policy – Buy Local (Regional Price Preference)
File Number (Name of Ward)	C12012 (All Wards)

3.3: EXTENDED TRADING HOURS WITHIN THE CITY OF ALBANY

ALTERNATE MOTION BY COUNCILLOR SUTTON

DATE & TIME REQUEST FOR ALTERNATE MOTION RECEIVED: Tuesday 2 October 2012 at 7.43pm.

ITEM 3.3: ALTERNATE MOTION BY COUNCILLOR SUTTON
VOTING REQUIREMENT: SIMPLE MAJORITY

THAT the extended trading hours as per the table below for the Christmas period for 2012-13 be APPROVED:

OPTION TWO: ORIGINAL PROPOSED 2012-13 (WITH REDUCED SUNDAY TRADING HOURS)

Sunday 2 December 2012	11am-5pm
Monday 3 December 2012	8am-7pm
Tuesday 4 December 2012	8am-7pm
Wednesday 5 December 2012	8am-7pm
Friday 7 December 2012	8am-7pm
Sunday 8 December 2012	11am-5pm
Monday 10 December 2012	8am-7pm
Tuesday 11 December 2012	8am-7pm
Wednesday 12 December 2012	8am-7pm
Friday 14 December 2012	8am-7pm
Sunday 16 December 2012	11am-5pm
Monday 17 December 2012	8am-7pm
Tuesday 18 December 2012	8am-7pm
Wednesday 19 December 2012	8am-7pm
Friday 21 December 2012	8am-7pm
Sunday 23 December 2012	11am-5pm
Monday 24 December 2012	8am-5pm
Tuesday 26 December 2012	CLOSED
Friday 28 December 2012	8am-7pm
Sunday 30 December 2012	11am-5pm
Monday 1 January 2013	CLOSED

Councillor's Reason:

Staff who are expected to work on Boxing Day and New Years Day are not afforded the opportunity to have a reasonable family break during the year.

Trading until 9pm weekdays is unnecessary and staying open until 7pm will clearly satisfy the needs of traders, tourists and community alike.

Officer's Comment (Executive Director Community Services):

These hours represent a 40 hour reduction in total trading hours for the same period Council approved for the in 2011/ 12 Christmas period.

It is not compulsory for retailers to trade on the extended trading hours proposed

**3.3: EXTENDED TRADING HOURS WITHIN THE CITY OF ALBANY-
VERSION TWO**

Land Description	:	Municipality of Albany
Proponent	:	Albany Chamber of Commerce and Industry
Attachments:	:	<ul style="list-style-type: none">• Albany Chamber of Commerce and Industry Application 9 August 2012, correspondence 19 September 2012• Department of Commerce correspondence 13 September 2012
Responsible Officer	:	Acting Executive Director Community Services (C Woods)

IN BRIEF

- This extended retail trading application is of temporary/short term nature only and relates to specific dates over the December 2012 to January 2013 period.
- At the September 2012 OCM the matter was laid on the table for further consideration.
- This application should not be confused with the broader Deregulation of General Trading Hours debate.
- The recommended Option 2 proposes dates and times similar to that approved for the previous 2011-12 Christmas period.

**ITEM 3.3: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT the Extended Trading Hours as per Option 2 for the Christmas period for the year 2012-13 be APPROVED.

OPTION TWO: ORIGINAL PROPOSED 2012-13 (WITH REDUCED SUNDAY TRADING HOURS)

Sunday 2 December 2012	11am-5pm
Monday 3 December 2012	8am-9pm
Tuesday 4 December 2012	8am-9pm
Wednesday 5 December 2012	8am-9pm
Friday 7 December 2012	8am-9pm
Sunday 8 December 2012	11am-5pm
Monday 10 December 2012	8am-9pm
Tuesday 11 December 2012	8am-9pm
Wednesday 12 December 2012	8am-9pm
Friday 14 December 2012	8am-9pm
Sunday 16 December 2012	11am-5pm
Monday 17 December 2012	8am-9pm
Tuesday 18 December 2012	8am-9pm
Wednesday 19 December 2012	8am-9pm
Friday 21 December 2012	8am-9pm
Sunday 23 December 2012	11am-5pm
Monday 24 December 2012	8am-5pm
Wednesday 26 December 2012	8am-9pm
Friday 28 December 2012	8am-9pm
Sunday 30 December 2012	11am-5pm
Monday 1 January 2013	8am-5pm

APPROVED 2011-12		OPTION 1 ORIGINAL ACCI PROPOSAL 2012-13		OPTION 2 ORIGINAL PROPOSAL 2012-13 (With Reduced Sunday Trading Hours)	
Sunday 4 December	11am-5pm	Sunday 2 December	9am-6pm	Sunday 2 December	11am-5pm
Monday 5 December	8am-9pm	Monday 3 December	8am-9pm	Monday 3 December	8am-9pm
Tuesday 6 December	8am-9pm	Tuesday 4 December	8am-9pm	Tuesday 4 December	8am-9pm
Wednesday 7 December	8am-9pm	Wednesday 5 December	8am-9pm	Wednesday 5 December	8am-9pm
Friday 9 December	8am-9pm	Friday 7 December	8am-9pm	Friday 7 December	8am-9pm
Sunday 11 December	10am-5pm	Sunday 9 December	9am-6pm	Sunday 9 December	11am-5pm
Monday 12 December	8am-9pm	Monday 10 December	8am-9pm	Monday 10 December	8am-9pm
Tuesday 13 December	8am-9pm	Tuesday 11 December	8am-9pm	Tuesday 11 December	8am-9pm
Wednesday 14 December	8am-9pm	Wednesday 12 December	8am-9pm	Wednesday 12 December	8am-9pm
Friday 16 December	8am-9pm	Friday 14 December	8am-9pm	Friday 14 December	8am-9pm
Sunday 18 December	10am-5pm	Sunday 16 December	9am-6pm	Sunday 16 December	11am-5pm
Monday 19 December	8am-9pm	Monday 17 December	8am-9pm	Monday 17 December	8am-9pm
Tuesday 20 December	8am-9pm	Tuesday 18 December	8am-9pm	Tuesday 18 December	8am-9pm
Wednesday 21 December	8am-9pm	Wednesday 19 December	8am-9pm	Wednesday 19 December	8am-9pm
Friday 23 December	8am-9pm	Friday 21 December	8am-9pm	Friday 21 December	8am-9pm
Monday 26 December	10am-5pm	Sunday 23 December	9am-6pm	Sunday 23 December	11am-5pm
Tuesday 27 December	8am- 5pm	Monday 24 December	8am-9pm	Monday 24 December	8am- 5pm
Wednesday 28 December	8am-9pm	Wednesday 26 December	8am-9pm	Wednesday 26 December	8am-9pm
Friday 30 December	8am-9pm	Friday 28 December	8am-9pm	Friday 28 December	8am-9pm
Sunday 1 January	10am-5pm	Sunday 30 December	9am-6pm	Sunday 30 December	11am-5pm
Monday 2 January	8am-5pm	Monday 1 January	8am-6pm	Monday 1 January	8am-5pm

1. Option 1 - includes dates proposed by the ACCI for short term extended trading over the 2012/13 Christmas Period (Option 1 above in Table 1). These days and times are similar to those dates approved by Council for extended retail trading in the previous 2011/12 Christmas period (approved 2011/12 column in Table 1). The differences relate to slightly earlier and later open and close times for the nominated Sundays.
2. Option 2 – includes the same days as proposed by the ACCI in Option 1 however City officers have amended opening and closing hours on Sundays to mirror the recent changes made to general retail trading conditions in force across the Perth metropolitan region. The above proposed dates and times are similar to that approved for the 2011/12 Christmas period. Options 1 and 2 differ only on the opening and closing hours for the nominated Sundays.
3. This proposal would affect all retailers covered under the *Retail Trading Hours Act 1987* within the municipality of Albany.
4. It will not be compulsory for retailers to trade on these days and times.
5. The ACCI is the representative body of local businesses however temporary/short term adjustments to trading hours is not supported by all local Albany retailers.
6. On Sunday 26 August 2012, 11.00am to 5.00pm Sunday and Public Holiday trading commenced in the Perth metropolitan area. As per attached correspondence from WA Department of Commerce Perth metropolitan trading days and hours throughout the year are now:
 - Monday to Friday 8.00am to 9.00pm
 - Saturday 8.00am to 5.00pm
 - Sundays and Public Holidays 11.00am to 5.00pm
7. This application should not be confused with the broader Deregulation of General Trading Hours debate. The Deregulation of General Trading Hours debate relates to permanent changes to retail trading hours and would be in effect all year round. A separate and more extensive application process is required in order to effect permanent deregulation.
8. The findings of the recent report “Community Consultation Deregulated Trading Hours in the City of Albany” (Asset Research, August 2012) relate to but did not canvass community and business views on temporary/short term adjustments to trading hours over the Christmas period.
9. It is generally accepted that the period leading up to and around Christmas Day is considered an important trading period for all retail traders. Temporary/short term extension to trading hours over this Christmas period should benefit the majority of local retailers and provide additional retail opportunities for local residents and visitors during this peak tourism period.
10. Even if short-term extended trading hours are approved all businesses have the freedom of choice to trade or to remain closed.

11. Local retailers require sufficient notification of any approved extensions to retail trading hours in order to comply with staff rostering minimum lead time requirements some of which are subject to employee Enterprise Bargaining Agreements.

PUBLIC CONSULTATION

12. The Albany Chamber of Commerce and Industry Inc is a representative of the affected segment of the population and is the proponent of this initiative.

GOVERNMENT CONSULTATION

13. If the motion is approved by a clear majority of Council, The City of Albany will then apply to the Department of Commerce (Consumer Protection) for a temporary/short term adjustment to local trading hours for the dates specified.
14. The City has confirmed with the Department of Commerce that the Department will process an application for extended trading in Albany as soon as possible after the October OCM should Council approve extended trading for December/January.

STATUTORY IMPLICATIONS

15. Non-metropolitan Local Government may apply to the Department of Commerce (Consumer Protection) to extend the trading hours for local general retail shops beyond those stipulated in the *Retail Trading Hours Act 1987*.

STRATEGIC IMPLICATIONS

16. This item directly relates to the following elements from the City of Albany Strategic Plan 2011-2021.

Key Focus Area

Sustainability and Development

Community Priority

Enhance central business district

A diversified industrial base

Tourism development

Proposed Strategies

To develop a partnership with the Albany Chamber of Commerce Inc to identify opportunities to attract new business and services to the CBD to make it more vibrant and reduce the number of property vacancies.

Advocate and promote Albany as a viable centre for diverse industries

Encourage an increase in Albany's industry base to ensure employment for school leavers and university graduates.

Advocate for and encourage seven day a week trading, especially in the hospitality industry to better meet tourist's needs.

POLICY IMPLICATIONS

17. The Council's Extended Trading Hours Policy requires revision to reflect the changes to Perth Metropolitan trading that came into effect 26 August 2012.

RISK IDENTIFICATION & MITIGATION

18. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Change to trading hours has the potential to create division amongst local community and small business groups.</i>	<i>Likely</i>	<i>Moderate</i>	<i>High</i>	<i>It will not be compulsory for local retailers to trade on these days.</i>
<i>By not adopting extended trading hours on the nominated dates the City's retailers will miss out on additional consumer expenditure opportunities and diminish Albany's overall attractiveness as a vibrant visitor destination.</i>	<i>Likely</i>	<i>Moderate</i>	<i>High</i>	<i>The Council can adopt extended retail trading on long weekends, public holidays and special event dates.</i>

FINANCIAL IMPLICATIONS

19. Retailers opening on these days may gain significant economic benefit as it is anticipated there will be a greater number of visitors in Albany over the December and January Christmas School Holiday period.

LEGAL IMPLICATIONS

20. Nil

ALTERNATE OPTIONS

21. Council can decline or modify the application.
22. The Responsible Officer's recommendation is for Council to approve Option 2 as this aligns with current trading regulations within the Perth metropolitan area. This is represented as Option 2 in Table 1.

SUMMARY CONCLUSION

- 23. There is a precedent for temporary/short term adjustments to retail trading days and hours of this nature on long weekends, public holidays and cruise ship visits (when they have arrived in Albany on a Sunday) and Council approved similar extended trading days and hours over the same December 2011 and January 2012 Christmas period.
- 24. The dates proposed by the ACCI for short term extended trading over the 2012/13 Christmas Period are similar to those dates approved by Council for extended retail trading in 2011/12. The differences relate to slightly earlier and later open and close times for the nominated Sundays.
- 25. Temporary/short term extension to retail trading days and hours in the lead up to and around Christmas Day is a widely accepted practice and is expected by both retail customers and traders.
- 26. The consideration for approval of temporary/short term trading adjustments should not be confused with the broader General Retail Deregulation debate. This should be considered as a separate issue.

Consulted References	Council Policy – Extended Trading Hours Policy
File Number	Synergy Reference No: CM.STD.7/NP097724_2
Previous Reference	NIL



Albany Chamber of Commerce & Industry Inc.

9 August 2012

Garry Adams
Acting Chief Executive Officer
City of Albany
PO Box 484
Albany WA 6330

Dear Garry

RE: Extended Retail Trading for December 2012

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

The dates we wish to apply for are:

Sunday 2 December	9am – 6pm
Monday 3 December	8am – 9pm
Tuesday 4 December	8am – 9pm
Wednesday 5 December	8am – 9pm
Friday 7 December	8am – 9pm
Sunday 9 December	9am – 6pm
Monday 10 December	8am – 9pm
Tuesday 11 December	8am – 9pm
Wednesday 12 December	8am – 9pm
Friday 14 December	8am – 9pm
Sunday 16 December	9am – 6pm
Monday 17 December	8am – 9pm
Tuesday 18 December	8am – 9pm
Wednesday 19 December	8am – 9pm
Friday 21 December	8am – 9pm
Sunday 23 December	9am – 6pm
Monday 24 December	8am – 9pm
Wednesday 26 December	8am – 9pm
Friday 28 December	8am – 9pm
Sunday 30 December	9am – 6pm
Monday 1 January	8am – 6pm

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

Best regards,



Graham Harvey
Chief Executive Officer

cc Matthew Bird

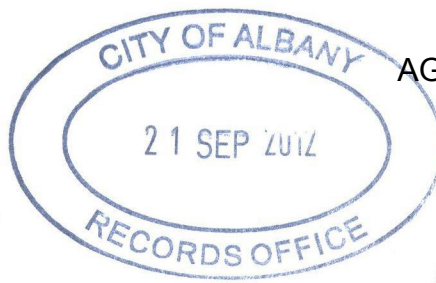
76 Collie Street, Albany WA 6330
PO Box 5273, Albany WA 6332

P (08) 9845 7888
F (08) 9845 7877

E admin@albanycci.com.au
W www.albanycci.com.au



Albany Chamber of Commerce & Industry Inc.



AGENDA ITEM 3.3 REFERS



19 September 2012

Linda Hill
A/Chief Executive Officer
City of Albany
102 North Road
Albany WA 6330

City of Albany Records
Doc No: ICR1275592
File: ED.PRM.1
Date: 21 SEP 2012
Officer: ACEO2

Attach:
Box:
Vol:
Box+Vol:

Dear Linda

RE: ACCI Application for Extended Retail Trading for Christmas Period 2012

We note that the motion to approve ACCI's request for extended retail trading for the 2012 Christmas holiday period was held over for a future Council meeting.

In light of this matter, we wish to make the following comments:

- Save for one minor addition, our application is identical to the same parameters approved by Council in 2011.
- The reason we added New Year's Day was to bring our application into line with retail trading in most other jurisdictions across Western Australia (and Australia for that matter)
- Under the latest amendments to the Retail Trading Hours Act, the only public holidays that are sacrosanct from retail trading are Good Friday, ANZAC Day, and Christmas Day.
- With regard to retail trading on Boxing Day and New Year's Day, which feedback suggests is the primary stumbling block in Council deliberations regarding our application, may we respectfully ask why Albany businesses and consumers should be denied the same opportunity as the rest of Australia, to trade or shop on these two public holidays if they so choose.
- Boxing Day sales have been part of Australian culture for many years.
- Under Western Australian law, there is no compulsion for any business to trade at any time.
- Even when General Retail Trading hours are extended, all businesses have the freedom of choice to trade or to remain closed.

May we respectfully ask that Councillors in their consideration of this matter not confuse our application with the broader issue of deregulation of retail trading in Albany currently before Council; the two matters are quite separate.

76 Collie Street, Albany WA 6330
PO Box 5273, Albany WA 6332

P (08) 9845 7888
F (08) 9845 7877

E admin@albanycci.com.au
W www.albanycci.com.au

We trust that Council will act in the best interest of Albany residents, visitors to Albany, Tourism operators, and the business sector as a whole who all collectively stand to gain multiple benefits from Councils approval of ACCI's application for extended retail trading during this year's festive period.

Please ensure that all Councillors and applicable staff receive a copy of this correspondence.

Please contact the writer(s) should you require any clarification or further information in regard to our application.

Best regards



Graham Harvey
Chief Executive Officer



Rod Hedderwick
President



Government of **Western Australia**
 Department of **Commerce**

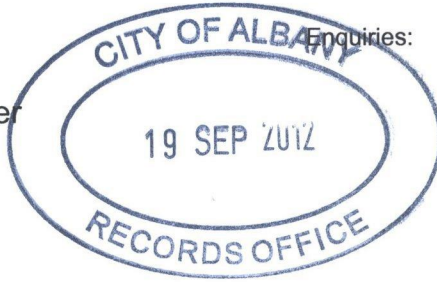
Consumer Protection

Our Ref: A4019118; 14995/8

13 September 2012

Enquiries: Mr Graeme Watts

Chief Executive Officer
 City of Albany
 PO Box 484
 ALBANY WA 6331



Dear Sir/Madam

CHRISTMAS TRADING EXTENSIONS – REGIONAL LOCAL GOVERNMENT AUTHORITIES

As you are no doubt aware, on Sunday 26 August 2012, 11.00am to 5.00pm Sunday and Public Holiday trading commenced in the Perth metropolitan area.

In combination with extended week night trading which commenced in 2010, general retail shops across the Perth metropolitan area can now trade throughout the year as follows:

Monday to Friday	8.00am to 9.00pm
Saturday	8.00am to 5.00pm
Sundays and Public Holidays (other than on Christmas Day, Good Friday and ANZAC Day)	11.00am to 5.00pm

As a consequence of these developments, there is no longer a package of metropolitan area Christmas trading extensions that can be offered to regional Local Government Authorities, as has previously been the case.

These changes however will impact only on those regional Local Government Authorities that chose to adopt the metropolitan area package in full and will not alter arrangements for those that have previously applied for locally preferred Christmas trading extensions.

Accordingly, all regional Local Government Authorities that wish to extend their trading hours over the forthcoming Christmas/New Year period are required to complete and submit the enclosed Temporary/Short Term Adjustment application, to the Department of Commerce.

Should you have further queries in relation to this advice, please contact this Office on 9282 4359.



Yours sincerely

Graeme Watts
 Graeme Watts

**PRINCIPAL COMPLIANCE OFFICER RETAIL TRADE
 AUTOMOTIVE MARINE AND TRADING HOURS B**

City of Albany Records
 Doc No: ICR1275374
 File: ED_TRD_1
 Date: 19 SEP 2012
 Officer: ACEO2

Attach:
 Box:
 Vol:

Au Box+Vol:

321 Selby Street North Albany Western Australia 6330



Government of **Western Australia**
Department of **Commerce**
Consumer Protection

**NON METROPOLITAN LOCAL GOVERNMENT
APPLICATION FOR EXTENDED TRADING HOURS**

TEMPORARY / SHORT TERM ADJUSTMENTS

1. Lodged by:

Sponsoring Local Government

Postal Address

Suburb / Town

Post Code

Contact Person

Telephone

Facsimile

It is important to note that submissions made under these terms will not be considered within 12 months of a previous application which was defeated / not approved due to insufficient retailer and / or community support.

2. Dates and / or Times required:

If space here is insufficient, please continue on a separate sheet.

3. Location:

Please specify the exact area the proposed trading extension will apply to eg. Local Government boundaries, town boundaries, individual buildings or streets etc.

4. Reason for submission:

5. Undertaking:

SUPPORT AND TRADERS' OPENING DISCRETION

"I confirm the proposed trading extension is supported by -

(name of the local trader organisation consulted eg. Local Chamber of Commerce)

the majority of local community members and retailers and the clear majority of local Councillors.

I further confirm that, should approval be granted, all traders will be advised of their rights to exercise individual discretion whether to open or not during the proposed trading extension."

Signature

Date

Name / Position:

6. Lodgement of applications:

Please forward completed applications at least **TWO WEEKS** prior to the planned activity to:

**Automotive, Marine and Trading Hours Branch
Department of Commerce
Locked Bag 14
CLOISTERS SQUARE 6850 or by fax to: (08) 9282 4363**

If you have any enquiries regarding your application please contact the Retail Trading Unit on **(08) 9282 5641**.

4.1: LIST OF ACCOUNTS FOR PAYMENT – SEPTEMBER 2012

File Number (Name of Ward) : FM.FIR.2 - All Wards
Appendices : List of Accounts for Payment
Responsible Officer : Executive Director Corporate Services (G Adams)

ITEM 4.1: RESPONSIBLE OFFICER RECOMMENDATION VOTING REQUIREMENT: SIMPLE MAJORITY

The list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 17 September 2012 totalling \$3,534,468.53 be RECEIVED.

BACKGROUND

- Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's municipal and trust funds. In accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996, a list of accounts paid by the Chief Executive Officer is to be provided to Council.

DISCUSSION

- The table below summarises the payments drawn from the municipal fund for the period ending 17 September 2012. Further details of the accounts authorised for payment by the Chief Executive Officer is included within the Elected Members Report/Information Bulletin.

Municipal Fund

Trust	Totalling	\$55,996.00
Cheques	Totalling	\$77,013.16
Electronic Fund Transfer	Totalling	\$2,452,854.13
Credit Cards	Totalling	\$8,255.83
Payroll	Totalling	\$940,349.41
	TOTAL	<u>\$3,534,468.53</u>

- As at 17 September 2012, the total outstanding creditors, stands at **\$467,313.64** and made up follows:

Current	\$303,801.75
30 Days	\$170,241.02
60 Days	-\$6,342.60
90 Days	-\$386.53
TOTAL	\$467,313.64

- Cancelled cheques: 28356 – Incorrect creditor; 28322 – Incorrect name replaced with 28364; 28362 - Incorrect name replaced with 23865; 28368 – Incorrect creditor.

STATUTORY IMPLICATIONS

5. Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996, provides that payment may only be made from the municipal fund or a trust fund if the Local Government has delegated this function to the Chief Executive Officer or alternatively authorises payment in advance.
6. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
7. Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments must be presented to Council and recorded in the minutes.

FINANCIAL IMPLICATIONS

8. Expenditure for the period to 17 September 2012 has been incurred in accordance with the 2012/2013 budget parameters.

POLICY IMPLICATIONS

9. The City's 2012/2013 Annual Budget provides a set of parameters that guides the City's financial practices.

SUMMARY CONCLUSION

10. That list of accounts have been authorised for payment under delegated authority.

File Number (Name of Ward)	FM.FIR.2 - All Wards
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TRUST CHEQUES AND ELECTRONICS FUNDS TRANSFER PAYMENTS

EFT/CHQ	Date	Name	Description	Amount
EFT76849	13/09/2012	YARAN PTY LTD	PART RETURN (60%) OF INCOMPLETE WORKS BOND WAPC 903-10 LOT 3 QUEEN STREET, LITTLE GROVE. INCOMPLETE WORKS FOR ACCESS TO LOTS 11 & 12 REINSTATE EXISTING CROSSOVERS, ASPHALT, DRAINAGE.	55,996.00
Total				55,996.00

MASTERCARD TRANSACTIONS - September 2012

Date	Payee	Description	Amount
31-July-2012	Albany Dog Rock Motel	Dinner - L Hill, Mayor and Gary Hunt	\$ 221.50
12-August-2012	Alderney on Hay	Accomm G Atwell	\$ 668.00
23-August-2012	Fremantle Holiday Accommodation	Accomm M Swarbrick	\$ 612.00
03-August-2012	Australian Institute	AIBS - Registration - The Act of Building - D Koster	\$ 1,100.00
15-August-2012	Planning Institute	Planning Institute State Conference - C McMurtrie & T Wenbourne	\$ 2,200.00
25-August-2012	Mecure Hotel	Accommodation D Koster - AIBS Course	\$ 711.52
02-August-2012	Skywest	Airfare B Thornton - Applied Training Workshop	\$ 492.60
17-August-2012	Great Southern Institute	Microsoft Word Course - M Smith	\$ 250.00
17-August-2012	Contract Control	Contracts Course - J Allen 17/9/12	\$ 792.00
19-August-2012	Skywest	Airfare J Allen - Contracts Course 17/9/12	\$ 411.09
Various	Sundry < \$ 200.00		\$ 797.12
TOTAL			8,255.83

Payroll - 21 August 2012 - 5 September 2012

22/08/2012	Payroll	\$ 454,929.88
22/08/2012	Sundry Pay	\$ 20,865.71
30/08/2012	Sundry Pay	\$ 1,921.49
5/09/2012	Payroll	\$ 462,632.33
TOTAL		940,349.41

AGENDA ITEM 4.1 REFERS

Chq	Date	Name	Description	Amount
28322	23/08/2012	MARIKA DOND	CROSSOVER SUBSIDY	217.44
28323	23/08/2012	POLICARPO & NELLA DABON	CROSSOVER SUBSIDY	188.00
28324	23/08/2012	GEORGE & LIGAYA NINTE	CROSSOVER SUBSIDY	188.00
28325	23/08/2012	MARIANNE JACOBSON	CROSSOVER SUBSIDY	276.34
28326	23/08/2012	BRIDGESTONE AUSTRALIA LTD	TYRE REPLACEMENT & REPAIRS	538.85
28327	23/08/2012	DEPARTMENT FOR COMMUNITIES	DAYCARE SERVICE ANNUAL FEE - MEDIUM 2013	275.00
28328	23/08/2012	LOCKEEZ LUNCHBAR	CATERING	506.00
28329	23/08/2012	STEPHANIE MORRIGAN	EAP SERVICES 18/7/12 & 27/2/12	352.00
28330	23/08/2012	PETTY CASH - ALBANY REGIONAL DAY CARE CENTRE	PETTY CASH REIMBURSMENTS	169.30
28331	23/08/2012	PETTY CASH - ALBANY PUBLIC LIBRARY	PETTY CASH REIMBURSMENTS	268.95
28332	23/08/2012	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES FROM JULY TO AUGUST 2012	59.90
28333	23/08/2012	WATER CORPORATION	WATER USAGE CHARGES - VARIOUS LOCATIONS	7,036.10
28334	23/08/2012	WATER CORPORATION	WATER USAGE CHARGES - VARIOUS LOCATIONS	792.35
28335	24/08/2012	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION	122.25
28336	28/08/2012	CASH	GIFT VOUCHER FOR IAN FLETT 24 YEARS SERVICE	360.00
28337	29/08/2012	AMP FLEXIBLE LIFETIME SUPER PLAN	Superannuation contributions	778.73
28338	29/08/2012	AMP RSA	Superannuation contributions	335.36
28339	29/08/2012	AMP LIFE LIMITED	Superannuation contributions	415.38
28340	29/08/2012	BT SUPER FOR LIFE	Superannuation contributions	779.98
28341	29/08/2012	CARE SUPER PTY LTD	Superannuation contributions	188.40
28342	29/08/2012	HESTA SUPER FUND	Superannuation contributions	889.64
28343	29/08/2012	HOSTPLUS PTY LTD	Superannuation contributions	332.62
28344	29/08/2012	IOOF INVESTMENT MANAGEMENT LTD	Superannuation contributions	839.68
28345	29/08/2012	MEDIA SUPER	Superannuation contributions	332.62
28346	29/08/2012	MLC NOMINEES PTY LTD	Superannuation contributions	401.14
28347	29/08/2012	MLC NOMINEES PTY LIMITED	Superannuation contributions	763.47
28348	29/08/2012	NGS SUPER	Superannuation contributions	78.78
28349	29/08/2012	NATIONAL MUTUAL RETIREMENT FUND	Superannuation contributions	406.70
28350	29/08/2012	IOOF GLOBAL ONE (EX SKANDIA GLOBAL)	Superannuation contributions	821.38
28351	29/08/2012	IOOF GLOBAL ONE (EX SKANDIA GLOBAL)	Superannuation contributions	226.13
28352	29/08/2012	SUNSUPER SUPERANNUATION	Superannuation contributions	540.26
28353	29/08/2012	SUPERWRAP PERSONAL SUPER PLAN	Superannuation contributions	673.20
28354	29/08/2012	TOWER TRUST LIMITED	Superannuation contributions	324.52
28355	29/08/2012	UNI SUPER	Superannuation contributions	265.66
28357	30/08/2012	DEPARTMENT OF JUSTICE - FINES ENFORCEMENT	PARKING - LEGAL FEES - UNPAID INFRINGEMENTS	2,365.00
28358	30/08/2012	LOCKEEZ LUNCHBAR	CATERING	269.00
28359	30/08/2012	PETTY CASH - DEPOT	PETTY CASH REIMBURSMENTS	340.25
28360	30/08/2012	ALBANY RAINBOW KITCHENS	Cabinetry work reception counter / gym counter and new slat wall.	880.00
28361	30/08/2012	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	8,293.65

AGENDA ITEM 4.1 REFERS

28363	30/08/2012	WATER CORPORATION	WATER CONSUMPTION VARIOUS LOCATIONS	1,769.60
28364	30/08/2012	MARIKA BOND	CROSSOVER SUBSIDY	217.44
23865	31/08/2012	VARIETY WA	SPONSORSHIP OF VARIETY CLUB BASH IN LIEU OF CIVIC RECEPTION	2,000.00
28366	30/08/2012	SIMON CLARKE	REIMBURSEMENT FOR PLANNING APPLICATION	139.00
28367	06/09/2012	CASH	REIMBURSEMENT FOR FIREARMS LICENCE	72.50
28369	06/09/2012	GIRL GUIDES GREAT SOUTHERN	KIDSPORT VOUCHER	181.00
28370	06/09/2012	LOCKEEZ LUNCHBAR	CATERING FOR CITIZENSHIP CEREMONY	677.50
28371	06/09/2012	LOWER KING COMMUNITY ASSOCIATION INC	DIESEL PURCHASES	31.67
28372	06/09/2012	MANDURAH VISITOR CENTRE	VISITORS CENTRE ACCOMODATION VCAWA CONFERENCE	556.00
28373	06/09/2012	STEPHANIE MORRIGAN	CONSULTATION FEES	176.00
28374	06/09/2012	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES - MOBILE SERVICE CHARGES	49.90
28375	06/09/2012	WATER CORPORATION	WATER CONSUMPTION - VARIOUS LOCATIONS	14,317.60
28376	06/09/2012	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATIONS	711.30
28377	11/09/2012	PETTY CASH - ALBANY AQUATIC AND LEISURE CENTRE	UMPIRES FEES	1,500.00
28378	11/09/2012	HARIDASS RAMPUKAR	CROSSOVER SUDSIDY	195.05
28379	11/09/2012	CHERYL KNIGHT	CROSSOVER SUBSIDY	185.05
28380	13/09/2012	ALL SYSTEMS FIRE PROTECTION PTY LTD	Supply only: 4 x 9kg DCP Fire Extinguishers 1 x 5kg CO2 Fire Extinguisher 1 x 56kg DCP Mobile Unit 1 x 9kg Fire Extinguisher Cabinet (Metal/Glass) 4 x 20ltr 6% AFFF 1 x Hydrant Cabinet with Signage	4,941.20
28381	13/09/2012	BARBEQUES GALORE ALBANY	4 Burner BBQ on Trolley with full Hotplate	178.95
28382	13/09/2012	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION	274.90
28383	13/09/2012	LOCKEEZ LUNCHBAR	CATERING SUPPLIES	449.00
28384	13/09/2012	ROSS MCMULLIN	FORTS MERCHANDISE	366.55
28385	13/09/2012	NARRIKUP NETBALL CLUB	KIDSPORT PROGRAM - REGISTRATION FEES	155.00
28386	13/09/2012	PETTY CASH - ALBANY PUBLIC LIBRARY	PETTY CASH REIMBURSMENT	280.60
28387	13/09/2012	SOUTHERN DISTRICTS JUNIOR FOOTBALL ASSOCIATION	KIDS SPORT APPLICATION	700.00
28388	13/09/2012	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	10,578.77
28389	13/09/2012	WATER CORPORATION	WATER CONSUMPTION - VARIOUS LOCATIONS	1,536.45
28390	13/09/2012	PETER WATSON MLA	DONATION TOWARDS 12TH ANNUAL COMMUNITY CONCERT FOR SENIORS	500.00

TOTAL

\$ 77,013.16

AGENDA ITEM 4.1 REFERS

EFT	Date	Name	Description	Amount
EFT76437	23/08/2012	ABA SECURITY	SECURITY SERVICES	88.00
EFT76438	23/08/2012	ABDAT COMPUTER SYSTEMS PTY LTD	SMARTFEES VM REGISTRATION	330.00
EFT76439	23/08/2012	AD CONTRACTORS PTY LTD	Construct Stage 4 Lower Denmark Rd - Marbellup	42,444.60
EFT76440	23/08/2012	ADVERTISER PRINT	BUSINESS CARDS	65.00
EFT76441	23/08/2012	GEON	BOOKLET - SHIRE OF ALBANY FIRE BREAK NOTICE	4,224.00
EFT76442	23/08/2012	AGCRETE ALBANY	Offset concrete grate 900mm x 1100mm x 150mm X 4	5,199.70
EFT76443	23/08/2012	ALBANY ADVERTISER LTD	JOB #: 1096 - HALF PAGE DISPLAY AD - MESSAGE FROM THE MAYOR - 05/07/2012	998.83
EFT76444	23/08/2012	ALBANY TOYOTA	Purchase of new Toyota Corolla Ascent Sedan,	20,964.15
EFT76445	23/08/2012	ALBANY PRINTERS	RURAL TIP PASSES	1,490.00
EFT76446	23/08/2012	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	220.31
EFT76447	23/08/2012	ALBANY SWEEP CLEAN	SWEEP DRIVEWAYS, ROAD ACCESS AND PARKING AREAS AT FRONT OF MAIN TERMINAL	346.50
EFT76448	23/08/2012	ALBANY OFFICE PRODUCTS - NORTH ROAD	STATIONARY SUPPLIES FOR RECORDS	952.45
EFT76449	23/08/2012	ALBANY CENTRAL CABINETS	Being for the construction and installation of one set of cupboards (6.970 long) for the IT office at North Rd Admin as quoted	2,414.50
EFT76450	23/08/2012	ALBANY COMBINED CABS PTY LTD	YOUTH ADVISORY COUNCIL	8.60
EFT76451	23/08/2012	ALBANY LEGAL PTY LTD	PROFESSIONAL FEES - VODAFONE LICENCE ADVICE	877.80
EFT76452	23/08/2012	ALL-TECH MECHANICAL	VEHICLE REPAIRS AND MAINTENANCE	2,876.15
EFT76453	23/08/2012	PAPERBARK MERCHANTS (FORMERLY ANGUS AND ROBERTSON BOOK WORLD)	NEWSPAPERS/BOOKS/MAGAZINES/STATIONERY	350.75
EFT76454	23/08/2012	APPLIED EDUCATION	CUSTOMISED PAYROLL TRAINING FOR VARIOUS APPLICANTS	1,616.00
EFT76455	23/08/2012	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	9,668.01
EFT76456	23/08/2012	AUDIOCOM ALBANY	Car Kits as required for staff	400.00
EFT76457	23/08/2012	BENNETTS BATTERIES	200L Drum of Rubia TIR 15w/40 Engine oil.	770.00
EFT76458	23/08/2012	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	Hours Hire of Traffic Control	4,049.74
EFT76459	23/08/2012	BEST OFFICE SYSTEMS	PHOTOCOPIER CHARGES	2,286.20
EFT76460	23/08/2012	BEVANS (WA) PTY LTD	BAGS OF ICE	30.00
EFT76461	23/08/2012	BLACKWOODS	UNIFORMS	66.18
EFT76462	23/08/2012	BLOOMIN FLOWERS	Supply wreath for Vietnam Veterans Day Memorial Day Service	55.00
EFT76463	23/08/2012	ALBANY BOBCAT SERVICES	Hours Bobcat work to spread topsoil behind kerbing	120.00
EFT76464	23/08/2012	BOOEASY AUSTRALIA PTY LTD	RETURNS COMMISSION / MONTHLY FEES JULY 2012	2,444.13
EFT76465	23/08/2012	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES	569.58
EFT76466	23/08/2012	KELLEE BROWN	UNIVERSITY OF WESTERN SYDNEY - APPLICATION FOR TERRITORY ADMISSION FEE	58.00
EFT76467	23/08/2012	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE SUPPLIES	26.92
EFT76468	23/08/2012	MARK BYRNES	COST OF WORK COMPLETED LEGISLATIVE COMPLIANCE TO 21/8/2012	2,700.00
EFT76469	23/08/2012	C&C MACHINERY CENTRE	VEHICLE MAINTENANCE/PARTS	1,291.57
EFT76470	23/08/2012	CAMLIN SPRINGS WATER DISTRIBUTORS	WATER CONTAINER REFILLS	182.00
EFT76471	23/08/2012	J & S CASTLEHOW ELECTRICAL SERVICES	Airport Upgrade - carry out load checking light levels and size cables for upgrade	5,770.06
EFT76472	23/08/2012	SYNERGY GRAPHICS	DESIGN OF GRAFFITI KIT POSTER	300.00
EFT76473	23/08/2012	CJD EQUIPMENT PTY LTD	VEHICLE PARTS	65.21
EFT76474	23/08/2012	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE	1,492.50
EFT76475	23/08/2012	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	509.87
EFT76476	23/08/2012	COURIER AUSTRALIA	COURIER CHARGES	1,650.72

AGENDA ITEM 4.1 REFERS

EFT76477	23/08/2012	COVS PARTS PTY LTD	VEHICLE PARTS	1,558.21
EFT76478	23/08/2012	DOWNER EDI WORKS PTY LTD	Drops of hotmix to repair tree root damage	498.04
EFT76479	23/08/2012	HOLCIM (AUSTRALIA) PTY LTD	Supply m3 of 20x14x80 concrete (footpath mix) for path at Mokare Rd	1,232.00
EFT76480	23/08/2012	AL CURNOW HYDRAULICS	VEHICLE PARTS/MAINTENANCE	231.29
EFT76481	23/08/2012	DATA #3 LIMITED	COMPUTER RFEPAIRS/MAINTENANCE	605.96
EFT76482	23/08/2012	DAVID MOSS & CO	Rates refund for assessment A223098	70.05
EFT76483	23/08/2012	DEFIBTECH	DCF-E110-SET 7 year Defibtech Semi Automatic Defibrillator	2,224.75
EFT76484	23/08/2012	CGS QUALITY CLEANING	CLEANING CONTRACT	20,860.75
EFT76485	23/08/2012	DE LAGE LANDEN PTY LIMITED	MONTHLY COMPUTER MAINTENANCE	2,933.70
EFT76486	23/08/2012	LANDGATE - PROPERTY & VALUATIONS	INTERIM VALUATIONS	4,509.48
EFT76487	23/08/2012	EASIFLEET MANAGEMENT	MOTOR VEHICLE LEASE RENTAL	444.46
EFT76488	23/08/2012	EBSKO PUBLISHING	Readers Digest Large Print Periodical (1 year's subscription)	112.94
EFT76489	23/08/2012	ELDERS LIMITED	1kg kikuyu seed/bag turf special/bag winterstar	236.95
EFT76490	23/08/2012	EVERTRANS	VEHICLE REPAIRS	135.96
EFT76491	23/08/2012	FARM FRESH W/SALERS (VIOLET PARK HOLDINGS P/L	CATERING SUPPLIES	119.02
EFT76492	23/08/2012	THE FIXUPPERY	WINDOW CLEANING	1,068.04
EFT76493	23/08/2012	ALL TRUCK REPAIRS	VEHICLE MAINTENANCE AND REPAIRS	3,677.41
EFT76494	23/08/2012	FUELS WEST PETROLEUM	LITRES DIESEL FUEL	10,705.40
EFT76495	23/08/2012	LUSH GARDEN GALLERY	SILVER BIRCH	45.00
EFT76496	23/08/2012	GRANDE FOOD SERVICE	CATERING FOR TIME OUT CAFE	151.90
EFT76497	23/08/2012	GREEN SKILLS INC	CASUAL STAFF	7,573.50
EFT76498	23/08/2012	GREAT SOUTHERN SAND AND LANDSCAPING SUPPLIES	Hire of excavator for compacting and pushing up of waste at South Stirling's Landfill	1,333.00
EFT76499	23/08/2012	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING SUPPLIES	565.41
EFT76500	23/08/2012	GREGOR & BINET PTY LTD	LEGAL COSTS FOR WORK PERFORMED JUNE 2012	9,443.14
EFT76501	23/08/2012	GSM AUTO ELECTRICAL	VEHICLE PARTS/MAINTENANCE	340.01
EFT76502	23/08/2012	ICKY FINKS WAREHOUSE SALES	CANVASSES	93.24
EFT76503	23/08/2012	IMAGE ON LINE PTY LTD	ALAC Jingle Pack	3,630.00
EFT76504	23/08/2012	STATEWIDE RACKING & STORAGE SOLUTIONS	4 DOOR LOCKERS	523.00
EFT76505	23/08/2012	INTERNATIONAL MOWERS PTY LTD	VEHICLE REPAIRS AND MAINTENANCE	407.00
EFT76506	23/08/2012	JIMS TEST AND TAG	TEST AND TAG SERVICE TOWN HALL	1,478.49
EFT76507	23/08/2012	JJ'S HIAB SERVICES	HOURS HIRE OF HIAB TRUCK ON 31/7/2012	220.00
EFT76508	23/08/2012	JS ROADSIDE PRODUCTS PTY LTD	METAL GUIDE POSTS	13,750.00
EFT76509	23/08/2012	JUST SEW EMBROIDERY	EMBROIDERY	99.00
EFT76510	23/08/2012	KLB SYSTEMS	PC PURCHASES	1,553.20
EFT76511	23/08/2012	KNOTTS PLUMBING PTY LTD	Being for the relocating of the water main feed to the Elleker toilet block	1,818.74
EFT76512	23/08/2012	LANDMARK ENGINEERING AND DESIGN	Supply of 3 Vasse Bench seats - QUOTATION LMQQ1847	2,941.40
EFT76513	23/08/2012	DAVID LEECH	VISITORS CENTRE MERCHANDISE	130.00
EFT76514	23/08/2012	LGNET	LGNET ON LINE ADVERTISING - MANAGER ASSET SERVICES 30/7 - 17/8/12	132.00
EFT76515	23/08/2012	STATE LIBRARY OF WA	LOST/DAMAGED BOOKS	128.70
EFT76516	23/08/2012	M2 TECHNOLOGY PTY LTD	M2 CUSTOMNET ON HOLD MESSAGES - BIENNIAL INVOICE	754.03
EFT76517	23/08/2012	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS	614.84
EFT76518	23/08/2012	MARSHALL MOWERS	MOWER PARTS/REPAIRS	371.05
EFT76519	23/08/2012	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES - DIFFERENTIAL RATES	1,544.62
EFT76520	23/08/2012	DR MERYL BROUGHTON	CONSULTATIONS	48.40
EFT76521	23/08/2012	METROOF ALBANY	ROUND DOWN PIPE SUPPLIES	233.55

AGENDA ITEM 4.1 REFERS

EFT76522	23/08/2012	MIDALIA STEEL PTY LTD	STEEL SUPPLIES	21.30
EFT76523	23/08/2012	MT BARKER COMMUNICATIONS	TWO WAY RADIO REPAIRS/MAINT	302.50
EFT76524	23/08/2012	MSS SECURITY	AIRPORT SECURITY SCREENING	50,707.71
EFT76525	23/08/2012	MULTISPARES LIMITED WESTERN AUSTRALIA	Supply clutch conversion kit for Ford Ranger 07 4x4	1,045.00
EFT76526	23/08/2012	BRIAN O'DONNELL	REIMBURSEMENTS FOR FLIGHTS & CAR HIRE - EKO SOIL PRESENTATION	2,139.56
EFT76527	23/08/2012	OFFICEWORKS SUPERSTORES PTY LTD	USB HEADSET	32.89
EFT76528	23/08/2012	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES	361.14
EFT76529	23/08/2012	ORICA AUSTRALIA P/L	CHLORINE SUPPLIES	317.13
EFT76530	23/08/2012	AUSTIN ROGERSON	AUTO CAD TRAINING	12.10
EFT76531	23/08/2012	UNITED TOOLS ALBANY	HARDWARE/TOOL SUPPLIES	50.20
EFT76532	23/08/2012	ALBANY SCAFFOLD HIRE	Being for the hire of scaffolding for 15 days plus transport.	2,612.39
EFT76533	23/08/2012	SERENITY PARK	DISPOSAL OF DOGS	90.00
EFT76534	23/08/2012	G & L SHEETMETAL	COTTAGE GREEN E TYPE BARGE FLASHING	209.00
EFT76535	23/08/2012	SIGNS PLUS	NAME BADGES	84.15
EFT76536	23/08/2012	SKILL HIRE WA PTY LTD	CASUAL STAFF	5,800.16
EFT76537	23/08/2012	SKILLED	CASUAL STAFF	316.14
EFT76538	23/08/2012	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	352.75
EFT76539	23/08/2012	SOUTHWAY DISTRIBUTORS PTY LTD	CATERING SUPPLIES	2,146.32
EFT76540	23/08/2012	STIRLING CONFECTIONERY PLUS	CONFECTIONERY SUPPLIES	1,007.45
EFT76541	23/08/2012	ST JOHN AMBULANCE AUSTRALIA	Refresher senior first aid	495.00
EFT76542	23/08/2012	ALBANY LOCK SERVICE	LOCKSMITH SERVICES & REPAIRS	527.20
EFT76543	23/08/2012	T4 TECHNOLOGY	Apple Wired Keyboard	660.00
EFT76544	23/08/2012	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	964.96
EFT76545	23/08/2012	T & C SUPPLIES (RANGERS)	HARDWARE SUPPLIES	317.76
EFT76546	23/08/2012	JTAGZ PTY LTD	500 x green dog tags numbered from 3001 - 3500 expiry 2013 & 2000 x red dog tags numbered from 0001 - 2000 expiry 2015	929.50
EFT76547	23/08/2012	THE VEGIE SHOP	GROCERIES FOR DAYCARE	184.94
EFT76548	23/08/2012	THINKWATER ALBANY	Davey deep well 095D1-1 pump	1,081.06
EFT76549	23/08/2012	TOTAL EDEN	GARDEN SUPPLIES	276.59
EFT76550	23/08/2012	TOTAL GREEN RECYCLING	E WASTE RECYCLING	2,936.42
EFT76551	23/08/2012	TRAILBLAZERS	GUMBOOTS	46.87
EFT76552	23/08/2012	TRADELINK PLUMBING SUPPLIES	LENGTHS OF PIPE DWV	642.95
EFT76553	23/08/2012	TRAFFICLOGIX	ANNUAL LICENSE RENEWAL FEE, INCLUDING SUPPORT, MAINTENANCE AND ALL SOFTWARE UPDATES	412.50
EFT76554	23/08/2012	TRUCKLINE	VEHICLE PARTS	489.09
EFT76555	23/08/2012	TRU-BLU GROUP PTY LTD	Days hire of 1.5 ton excavator	296.10
EFT76556	23/08/2012	ALBANY TYREPOWER	TYRE PURCHASES/REPAIRS MAINTENANCE	2,433.30
EFT76557	23/08/2012	UNIVERSITY OF WESTERN AUSTRALIA	ALBANY BASELINE STUDY PAYMENT 1	15,000.00
EFT76558	23/08/2012	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	GREEN WASTE SERVICES	15,900.80
EFT76559	23/08/2012	SARAH VALLENTINE	CASUAL STAFF	89.46
EFT76560	23/08/2012	WATERCRAFT MARINE	PUMP SETUP FOR PONTOON AT MIDDLETON BEACH	143.60
EFT76561	23/08/2012	WATKINS CONTRACTORS	MULCH SUPPLIES	2,805.00
EFT76562	23/08/2012	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING	736.34
EFT76563	23/08/2012	WESTERBERG PANEL BEATERS	PANEL & PAINT REPAIRS 9006A	1,001.23

AGENDA ITEM 4.1 REFERS

EFT76564	23/08/2012	WESTRAC EQUIPMENT PTY LTD	VEHICLE PARTS	213.71
EFT76565	23/08/2012	LANDMARK LIMITED	KGS PROPON (IN 25KG CONTAINERS)	1,529.00
EFT76566	23/08/2012	WESTERN POWER CORPORATION	REQUEST FOR QUOTE DESIGN FEE FOR FRENCHMAN BAY ROAD/QUEEN STREET	2,160.00
EFT76567	23/08/2012	WESTERN WORK WEAR	UNIFORMS	320.70
EFT76568	23/08/2012	YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	UNIFORMS	312.60
EFT76569	30/08/2012	ALBANY COMMUNITY HOSPICE	Payroll deductions	44.00
EFT76570	30/08/2012	AMP SUPERANNUATION LIMITED	Superannuation contributions	1,638.98
EFT76571	30/08/2012	AUSTRALIAN TAXATION OFFICE	Payroll deductions	249,328.46
EFT76572	30/08/2012	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	4,243.30
EFT76573	30/08/2012	PRIME SUPER	Superannuation contributions	335.36
EFT76574	30/08/2012	AUSTRALIAN ETHICAL SUPERANNUATION FUND	Superannuation contributions	239.98
EFT76575	30/08/2012	BANSCOTT SUPER FUND	Superannuation contributions	670.18
EFT76576	30/08/2012	BT SUPER FOR LIFE	Superannuation contributions	401.14
EFT76577	30/08/2012	CHILD SUPPORT AGENCY	Payroll deductions	633.55
EFT76578	30/08/2012	COLONIAL FIRST STATE ROLLOVER & SUPER FUND	Superannuation contributions	400.44
EFT76579	30/08/2012	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	775.62
EFT76580	30/08/2012	COLONIAL FIRST STATE WHOLESALE SUPER FUND	Superannuation contributions	297.68
EFT76581	30/08/2012	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	868.53
EFT76582	30/08/2012	GENERATIONS PERSONAL SUPER FUND	Superannuation contributions	97.03
EFT76583	30/08/2012	GENERATIONS PERSONAL SUPER FUND	Payroll deductions	449.70
EFT76584	30/08/2012	GENERATIONS PERSONAL SUPER FUND	Superannuation contributions	53.91
EFT76585	30/08/2012	HBF OF WA	Payroll deductions	566.40
EFT76586	30/08/2012	ING INTEGRA SUPER	Superannuation contributions	152.96
EFT76587	30/08/2012	ING ONE ANSWER PERSONAL SUPER	Superannuation contributions	775.32
EFT76588	30/08/2012	ING INTEGRA SUPER	Superannuation contributions	300.01
EFT76589	30/08/2012	OAK TREE SUPERANNUATION FUND	Superannuation contributions	167.72
EFT76590	30/08/2012	REST SUPERANNUATION	Superannuation contributions	4,365.61
EFT76591	30/08/2012	MARITIME SUPER	Superannuation contributions	193.04
EFT76592	30/08/2012	SPECTRUM SUPER	Superannuation contributions	364.76
EFT76593	30/08/2012	SUMMIT MASTER TRUST PERSONAL SUPERANNUATION PLAN	Superannuation contributions	87.24
EFT76594	30/08/2012	THE UNIVERSAL SUPER SCHEME	Superannuation contributions	656.28
EFT76595	30/08/2012	WA LOCAL GOVT SUPERANNUATION	Superannuation contributions	108,231.98
EFT76596	30/08/2012	WAYNE JOHN STEAD PTY LTD SUPERANNUATION FUND	Payroll deductions	1,663.14
EFT76597	30/08/2012	WESTSCHEME	Superannuation contributions	2,658.70
EFT76598	30/08/2012	QSUPER LIMITED	Superannuation contributions	1,935.50
EFT76599	30/08/2012	ABUNDANT SPERANNUATION FUND	Superannuation contributions	293.72
EFT76600	30/08/2012	AUSTRALIAN SUPER	Superannuation contributions	1,627.77
EFT76601	30/08/2012	ABA SECURITY	SECURITY SERVICES	143.00
EFT76602	30/08/2012	ACTIV FOUNDATION INC.	PACKING	360.80
EFT76603	30/08/2012	ALBANY TOYOTA	VEHICLE PARTS/MAINTENANCE	323.86
EFT76604	30/08/2012	OPTEON (ALBANY AND GREAT SOUTHERN WA)	RENTAL VALUATIONS	330.00
EFT76605	30/08/2012	ALBANY PRINTERS	Customer service books	495.00
EFT76606	30/08/2012	ALBANY FARM TREE NURSERY	NURSERY SUPPLIES	480.00
EFT76607	30/08/2012	ALBANY SOIL AND CONCRETE TESTING	MATERIALS TESTING FOR ECOSOIL - COMPARISON TEST	885.50
EFT76608	30/08/2012	ALBANY INDOOR PLANT HIRE	INDOOR PLANT HIRES	980.31

AGENDA ITEM 4.1 REFERS

EFT76609	30/08/2012	ALBANY CHAMBER OF COMMERCE & INDUSTRY	ADVERTISING ACCI 2013 DIRECTORY FOR THE FORTS	350.00
EFT76610	30/08/2012	ALBANY STOCKFEEDS	PIG GROWER PELLETS	21.20
EFT76611	30/08/2012	CHOICES (FORMERLY ALBANY CARPET CHOICE)	SUPPLY AND INSTALL ACOUSTIC PANELS IN WALLS AND MAIN FUNCTION ROOM	8,925.40
EFT76612	30/08/2012	ALBANY OFFICE PRODUCTS - NORTH ROAD	STATIONARY SUPPLIES	5,923.93
EFT76613	30/08/2012	ALBANY NETBALL ASSOCIATION	KID SPORT APPLICATION VOUCHERS	5,470.00
EFT76614	30/08/2012	ALBANY PONY CLUB	ANNUAL MEMBERSHIP FOR 2012	300.00
EFT76615	30/08/2012	ALINTA	GAS USAGE CHARGES	480.85
EFT76616	30/08/2012	ANNABEL JANE ARNOLD	FOR THE ARTISTS WAY EXTRA CLASSES - AUGUST 23RD 2012	247.50
EFT76617	30/08/2012	ART ON THE MOVE	A CASE OF DEJA VU CATALOGUE	4.00
EFT76618	30/08/2012	ATC WORK SMART	CASUAL STAFF/APPRENTICE	7,699.46
EFT76619	30/08/2012	BATTERY WORLD	BATTERY PURCHASES	150.90
EFT76620	30/08/2012	BENNETTS BATTERIES	GREASE & BATTERY SUPPLIES	968.00
EFT76621	30/08/2012	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	Hours Hire of Traffic Control	1,556.70
EFT76622	30/08/2012	BEST OFFICE SYSTEMS	PHOTOCOPIER CHARGES	204.00
EFT76623	30/08/2012	BEVANS (WA) PTY LTD	LARGE BAGS OF ICE	30.00
EFT76624	30/08/2012	BLOOMIN FLOWERS	BOX ARRANGEMENT OF FLOWERS	50.00
EFT76625	30/08/2012	BOOKMARKETING - GARY SPELLER	LOCAL STOCKS FOR LIBRARY	10.00
EFT76626	30/08/2012	BRANDNET PTY LTD T/AS MILITARY SHOP	SUPPLY OF MERCHANDISE ITEMS	19.75
EFT76627	30/08/2012	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES	287.65
EFT76628	30/08/2012	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE/TOOL SUPPLIES	17.96
EFT76629	30/08/2012	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE	190.41
EFT76630	30/08/2012	CJD EQUIPMENT PTY LTD	VEHICLE PARTS	206.54
EFT76631	30/08/2012	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE	1,018.62
EFT76632	30/08/2012	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	640.96
EFT76633	30/08/2012	COURIER AUSTRALIA	FREIGHT CHARGES	941.91
EFT76634	30/08/2012	ALBANY SIGNS	SUPPLY OF TYPE A INTERPRETIVE SIGNAGE	5,298.70
EFT76635	30/08/2012	COVS PARTS PTY LTD	VEHICLE PARTS	93.60
EFT76636	30/08/2012	CRUMPS CANVAS	Repairs to seat cover for Cat Loader P211 at Hanrahan Rd Landfill	114.40
EFT76637	30/08/2012	DOWNER EDI WORKS PTY LTD	DROPS OF HOT-MIX TO REPAIRE DRIVEWAYS	498.04
EFT76638	30/08/2012	HOLCIM (AUSTRALIA) PTY LTD	Tonnes 5 MM METAL WASHED ONLY	7,706.59
EFT76639	30/08/2012	LANDGATE - PROPERTY & VALUATIONS	TITLE SEARCHES	312.00
EFT76640	30/08/2012	ELDERS LIMITED	Roundup 20litre drums	176.00
EFT76641	30/08/2012	ALL TRUCK REPAIRS	SERVICE YOUNG SIDING FAST ATTACK	211.84
EFT76642	30/08/2012	FUELS WEST PETROLEUM	LITRES DIESEL FUEL	16,141.37
EFT76643	30/08/2012	GALLERY 500	ART SUPPLIES	109.80
EFT76644	30/08/2012	GREAT SOUTHERN GROUP TRAINING	CASUAL STAFF/APPRENTICES	7,472.12
EFT76645	30/08/2012	GREAT SOUTHERN INSTITUTE OF TECHNOLOGY	WHITE CARD TRAINING	325.95
EFT76646	30/08/2012	GREAT SOUTHERN PEST & WEED CONTROL	PEST CONTROL MOUCHEMORE COTTAGE 20/4/2012	99.00
EFT76647	30/08/2012	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING SUPPLIES	1,602.35
EFT76648	30/08/2012	GREENMAN TRADING COMPANY	Removal of Trees	880.00
EFT76649	30/08/2012	HELEN LEEDER-CARLSON	WEDNESDAY ART CLASS - 3 X INTERMEDIATE & 3 X BEGINNERS	480.00
EFT76650	30/08/2012	HERITAGE COUNCIL OF WESTERN AUSTRALIA	HERITAGE ADVISORY SERVICES FEE	12,375.00
EFT76651	30/08/2012	HIS MAJESTY'S THEATRE FOUNDATION	ALBANY ENTERTAINMENT CENTRE - GRAND PIANO APPEAL - CITY OF ALBANY DONATION	10,000.00

AGENDA ITEM 4.1 REFERS

EFT76652	30/08/2012	CHRISTOPHER HOLDEN	MILEAGE CLAIM 784KM @ 62.9 PER KM	493.13
EFT76653	30/08/2012	ICKY FINKS WAREHOUSE SALES	ART SUPPLIES	48.33
EFT76654	30/08/2012	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA	ETIENNE VORSTER - USE OF TOOLS TO INFORM EMERGENCY MANAGEMENT PLANNING FOR FLOODS	45.00
EFT76655	30/08/2012	ISIS CAPITAL LIMITED	MONTHLY GYM EQUIPMENT	3,494.82
EFT76656	30/08/2012	JIMS TEST AND TAG	ELECTRICAL TESTING & TAGGING VANCOUVER ARTS	416.60
EFT76657	30/08/2012	JUST SEW EMBROIDERY	EMBROIDERY	27.50
EFT76658	30/08/2012	KLB SYSTEMS	Samsung 22" WIDE, LED Monitor 1680 x 1050, 5MS, MEGA DCR, LED, DVI, DSUB	1,166.00
EFT76659	30/08/2012	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	731.94
EFT76660	30/08/2012	KOOKAS CATERING	SUPPLY AND SERVE FINGER FOOD FOR CIVIC RECEPTION 22/8/12 & HIRE OF BAR STAFF	1,620.00
EFT76661	30/08/2012	LA FREEGARD	TO REMOVE 3 DEAD TREES AND 2 LARGE REDGUMS WHICH IS LEANING OVER ROAD ON CORIMUP ROAD & TO CUT DOWN TREE AT KALGAN RIVER AND CHIP BRANCHES AS TREE ROOTS LIFTING TELSTRA AND WATER PIPES	1,870.00
EFT76662	30/08/2012	LANDMARK ENGINEERING AND DESIGN	Riverside Aluminium Bench Seats	2,642.20
EFT76663	30/08/2012	LEASE CHOICE	PHOTOCOPIER LEASE CHARGES - SMY97G5C01D	689.70
EFT76664	30/08/2012	LIFETIME DISTRIBUTORS	LOCAL STOCKS FOR LIBRARY	12.00
EFT76665	30/08/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA, WA DIVISION	LGMA NATIONAL COMMUNITY DEVELOPMENT CONFERENCE 2012 - TAMMY FLETT FULL CONFERENCE REGISTRATION	799.00
EFT76666	30/08/2012	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES FOR 2012./2013	8,419.11
EFT76667	30/08/2012	LORLAINE DISTRIBUTORS PTY LTD	CLEANING SUPPLIES	192.20
EFT76668	30/08/2012	LOWER KING LIQUOR & GENERAL STORE	ALCOHOL PURCHASES FOR DEPOT	349.92
EFT76669	30/08/2012	MARSHALL MOWERS	MOWER PARTS/REPAIRS	198.00
EFT76670	30/08/2012	MCKAY LEGAL WA	PROFESSIONAL LEGAL SERVICES TO 30/6/12	8,490.90
EFT76671	30/08/2012	JAMES MCLEAN	NOONGAR ART WORKSHOPS 4,11,18 & 25 AUGUST 2012	560.00
EFT76672	30/08/2012	METROCOUNT PTY LTD	DECKING SPIKES FOR TRAFFIC MANAGEMENT	710.60
EFT76673	30/08/2012	MIDALIA STEEL PTY LTD	SHEETS OF F62 REINFORCING MESH & 100 COMBINATION 50mm BAR CHAIRS	181.65
EFT76674	30/08/2012	MT ROMANCE AUSTRALIA PTY LTD	VISITORS CENTRE MERCHANDISE	299.82
EFT76675	30/08/2012	MT BARKER COMMUNICATIONS	TWO WAY RADIO REPAIRS/MAINT	39.00
EFT76676	30/08/2012	MSS SECURITY	Preparation of Security Screening Authority Submission	36,740.91
EFT76677	30/08/2012	NATALIE RADIVOJEVIC	MOUNT LOCKYER KINDY VISIT	180.00
EFT76678	30/08/2012	OFFICEWORKS SUPERSTORES PTY LTD	SanDisk 8GB CZ52 Switch USB Flash Drive	139.40
EFT76679	30/08/2012	CORR ART	ARTISTIC DEVELOPMENT SERIES WEEK 3 & 4	280.00
EFT76680	30/08/2012	PAINT INDUSTRIES PTY LTD	PAINT & PAINTING SUPPLIES	1,961.30
EFT76681	30/08/2012	PLATTERS GOURME	Catering for Eko Soil Project	810.00
EFT76682	30/08/2012	PLASTICS PLUS	240 L Dark Green Street and Park Bins with Red Lids and axles and wheels	1,032.00
EFT76683	30/08/2012	PRINCESS ROYAL SAILING CLUB	COUNT ME IN FIRST & SECOND PAYMENTS	41,250.00
EFT76684	30/08/2012	REPLICA MEDALS	FORTS MERCHANDISE	313.50
EFT76685	30/08/2012	RICOH	PHOTOCOPIER CHARGES COLOUR, BLACK AND WHITE JULY 2012	17,572.75
EFT76686	30/08/2012	KAITLYN SEYMOUR	VAC ADMIN ASSISTANCE	172.80
EFT76687	30/08/2012	SHEILAH RYAN	GARDEN MAINTENANCE AT VAC	390.00
EFT76688	30/08/2012	SKILL HIRE WA PTY LTD	CASUAL STAFF	4,107.41
EFT76689	30/08/2012	SOUTHWAY DISTRIBUTORS PTY LTD	CATERING GOODS	2,127.18
EFT76690	30/08/2012	STAR SALES AND SERVICE	HARDWARE/VEHICLE PARTS PO 33906	15.00
EFT76691	30/08/2012	POSITION PARTNERS	Repairs to Hiperlite Base as per quote	1,586.97

AGENDA ITEM 4.1 REFERS

EFT76692	30/08/2012	BLUESCOPE DISTRIBUTION PTY LTD	WELD MESH SUPPLIES	234.72
EFT76693	30/08/2012	GARRATH MICHAEL STEWART	Rates refund for assessment A38192	23.07
EFT76694	30/08/2012	ST JOHN AMBULANCE AUSTRALIA	Senior First Aid Refresher	1,240.00
EFT76695	30/08/2012	STORM OFFICE NATIONAL	PHOTOCOPIER SERVICES	19.05
EFT76696	30/08/2012	ALBANY LOCK SERVICE	LOCKSMITH SERVICES,REPAIRS ETC	250.80
EFT76697	30/08/2012	SYNERGY	ELECTRICITY SUPPLIES	78,946.42
EFT76698	30/08/2012	T & C SUPPLIES	BAGS QUICK SET CEMENT	1,955.56
EFT76699	30/08/2012	TRAFFIC CALMING AUSTRALIA	SPEED CUSHIONS x 1.8 METRE IN WIDTH COMPLETE WITH PAVEMENT PLUGS ,EPOXY, AND COACH SCREWS FOR FIXING TO ASPHALTDELIVERED TO CITY OF ALBANY WORKS DEPOT..	6,380.00
EFT76700	30/08/2012	THE VEGIE SHOP	GROCERIES FOR DAYCARE	177.98
EFT76701	30/08/2012	THURLBY HERB FARM	VISITOR CENTRE MERCHANDISE	777.59
EFT76702	30/08/2012	TOLL FAST (FORMERLY PRIORITY)	FREIGHT CHARGES	350.77
EFT76703	30/08/2012	TOTAL PACKAGING (WA) PTY LTD	CARTONS OF DOGGY POOCH POUCHES	205.50
EFT76704	30/08/2012	TRU-BLU GROUP PTY LTD	HIRE MINI-EXCAVATOR 1.5 TON PLUS 10 LTRS FUEL	323.60
EFT76705	30/08/2012	ALBANY TYREPOWER	TYRE PURCHASES/MAINTENANCE	1,130.80
EFT76706	30/08/2012	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	GREEN WASTE SERVICES	44.00
EFT76707	30/08/2012	IT VISION AUSTRALIA PTY LTD	Report Manager webinar	506.00
EFT76708	30/08/2012	WALPOLE NORNALUP TOURISM ASSOCIATION	YEARLY BROCHURE MEMBERSHIP 12/13	55.00
EFT76709	30/08/2012	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING	550.22
EFT76710	30/08/2012	WESTRAC EQUIPMENT PTY LTD	VEHICLE PARTS	346.18
EFT76711	30/08/2012	LANDMARK LIMITED	Cyclone Ring Lock 7/90/30 x 200m	324.50
EFT76712	30/08/2012	WESTERN WORK WEAR	SAFETY BOOTS	312.95
EFT76713	30/08/2012	WOOD AND GRIEVE ENGINEERS	Design and Documentation work	13,783.00
EFT76714	30/08/2012	WREN OIL	WASTE DISPOSAL - WASTE OIL - BULK LITRES & ADMIN & COMPLIANCE FEES	828.85
EFT76715	30/08/2012	WURTH AUSTRALIA PTY LTD	VEHICLE PARTS/REPAIRS/MAINTENANCE	125.86
EFT76716	30/08/2012	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE	71.82
EFT76717	30/08/2012	EKO-SOIL (NORWOOD HALL(ASIA) PTY LTD)	EKO-SOIL ENZYME PLUS FREIGHT	5,925.59
EFT76718	30/08/2012	ASHLEY SMITH	NAIDOC PRE DINNER ENTERTAINMENT	600.00
EFT76719	06/09/2012	ABBOTTS LIQUID SALVAGE PTY LTD	PUMP PUBLIC TOILETS PO 29394	810.75
EFT76720	06/09/2012	EDENBORN PTY LTD	Contract Mowing of verges for August	4,665.60
EFT76721	06/09/2012	ALBANY PRINTERS	1500 SWIM BROCHURES ABD 1500 FEES & CHARGES	995.00
EFT76722	06/09/2012	ALBANY STATIONERS	STATIONERY SUPPLIES	24.15
EFT76723	06/09/2012	ALBANY CHAMBER OF COMMERCE & INDUSTRY	INSIDE FRONT COVER FULL COVER FROM THE BRIG AMITY	350.00
EFT76724	06/09/2012	ALBANY RETRAVISION	PANASONIC 32L WHITE 1100W MICROWAVE (NNST641W)	358.00
EFT76725	06/09/2012	COASTAL CRANES ALBANY	SUPPLY OF CRANE HIRE FOR WORK ON THE A2 COASTAL GUN EMPLACEMENT	563.75
EFT76726	06/09/2012	ALBANY AGRICULTURAL SOCIETY INCORPORATED	COMMUNITY FINANCIAL ASSISTANCE	8,800.00
EFT76727	06/09/2012	ALBANY REFRIGERATION	REFRIGERATION & AIRCONDITIONING REPAIRS & MAINTENANCE	840.07
EFT76728	06/09/2012	ALBANY OFFICE PRODUCTS - NORTH ROAD	STATIONARY SUPPLIES	13,927.95
EFT76729	06/09/2012	ALBANY MILK DISTRIBUTORS	MILK DELIVERIES	687.84
EFT76730	06/09/2012	ALBANY LEGAL PTY LTD	PROFESSIONAL FEES - SURRENDER OF LEASE ALBANY INJURY PREVENTION	220.00
EFT76731	06/09/2012	ALL EVENTS PROSOUND HIRE	ALBANY TOWN HALL - INSTALLATION OF HDMI LINKS/PROJECTOR DROPPER/SUB SPEAKER CABLES	773.75
EFT76732	06/09/2012	ANDREW HALSALL PHOTOGRAPHY	VISITORS CENTRE MERCHANDISE	427.50

AGENDA ITEM 4.1 REFERS

EFT76733	06/09/2012	PAPERBARK MERCHANTS (FORMERLY ANGUS AND ROBERTSON BOOK WORLD)	NEWSPAPERS/BOOKS/MAGAZINES/STATIONERY	387.93
EFT76734	06/09/2012	ANNABEL JANE ARNOLD	ARTISTS WAY EXTRA CLASSES SEPTEMBER 6TH 2012	247.50
EFT76735	06/09/2012	ARTSOUTH WA	COMMUNITY FUNDING PROGRAM FOR THE 2012 BENDIGO BANK SOUTHERN ART & CRAFT TRIAL	4,000.00
EFT76736	06/09/2012	THE ART GALLERY OF WA	JUDGE FOR CITY OF ALBANY ART PRIZE SPONSORSHIP	500.00
EFT76737	06/09/2012	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	6,951.12
EFT76738	06/09/2012	AUSSIE OUTDOOR	PVC blinds x 4 for the walkway leading off the new security boarding platform at the Albany Airport	3,490.00
EFT76739	06/09/2012	BARNESBY FORD	VEHICLES/VEHICLE PARTS/REPAIRS	357.50
EFT76740	06/09/2012	BATTERY WORLD	CALL OUT CHARGE	215.00
EFT76741	06/09/2012	BENNETTS BATTERIES	BATTERY PURCHASES	292.16
EFT76742	06/09/2012	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	Hours Hire of Traffic Control	1,330.70
EFT76743	06/09/2012	BEST OFFICE SYSTEMS	PHOTOCOPIER CHARGES	1,325.38
EFT76744	06/09/2012	BEVANS (WA) PTY LTD	3 BAGS OF ICE	30.00
EFT76745	06/09/2012	BIBBULMUN TRACK FOUNDATION	VISITORS CENTRE MERCHANDISE	35.00
EFT76746	06/09/2012	BLACKWOODS	UNIFORMS	36.26
EFT76747	06/09/2012	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES	836.32
EFT76748	06/09/2012	BUILDING AND CONSTRUCTION IND TRAINING FUND	BCITF LEVY FOR THE MONTH OF AUGUST 2012	5,440.68
EFT76749	06/09/2012	BUILDING COMMISSION	BSL LEVY FOR MONTH OF AUGUST 2012	4,975.90
EFT76750	06/09/2012	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE/TOOL SUPPLIES	45.55
EFT76751	06/09/2012	MARK BYRNES	LEGAL COSTS - AIRPORT CAFE LEASE	1,200.00
EFT76752	06/09/2012	CABCHARGE AUSTRALIA LIMITED	TAXI FARES	225.06
EFT76753	06/09/2012	J & S CASTLEHOW ELECTRICAL SERVICES	INSTALLATION OF EXIT SIGNS/ELECTRICAL REPAIRS & MAINTENANCE	2,428.64
EFT76754	06/09/2012	BIS CLEANAWAY LIMITED	KERBSIDE COLLECTION OF GREENWASTE JULY 2012	8,560.20
EFT76755	06/09/2012	COFFEY PROJECTS (AUSTRALIA) PTY LTD	FEASIBILITY STUDY FOR CENTENNIAL PARK RECREATION PRECINCT	7,295.00
EFT76756	06/09/2012	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE	833.17
EFT76757	06/09/2012	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES FOR DAYCARE	412.89
EFT76758	06/09/2012	COVS PARTS PTY LTD	VEHICLE PARTS	111.74
EFT76759	06/09/2012	HOLCIM (AUSTRALIA) PTY LTD	20/14/STIFF 80 SUMP - WRAC H/R CONCRETE	1,567.83
EFT76760	06/09/2012	THE LAMINEX GROUP (CULLITY'S)	TREATED PINE TIMBER SUPPLIES	1,138.68
EFT76761	06/09/2012	BRONWYN CUTLER	EAP COUNSELLING	154.00
EFT76762	06/09/2012	D & K ENGINEERING	FABRICATE HAND RAIL FOR EXCAVATOR	381.15
EFT76763	06/09/2012	DEPARTMENT OF TRANSPORT	JETTY LICENCE RENEWALS	104.85
EFT76764	06/09/2012	DICKSONS MUSIC COMPLEX PTY LTD	INSTRUMENTS	267.95
EFT76765	06/09/2012	EASIFLEET MANAGEMENT	MOTOR VEHICLE NOVATED LEASE RENTAL	444.46
EFT76766	06/09/2012	SIMON EDWARDS	AIR BP CALLOUT REIMBURSEMENTS	29.86
EFT76767	06/09/2012	ELLEKER GENERAL STORE	FUEL FOR ELLEKER BUSH FIRE BRIGADE	17.01
EFT76768	06/09/2012	FARM FRESH W/SALERS (VIOLET PARK HOLDINGS P/L	CATERING SUPPLIES	94.60
EFT76769	06/09/2012	FIRE AND EMERGENCY SERVICES AUTHORITY OF WA	FESA DBA ANNUAL BILLING 2011/12 FY ALBANY TOWN HALL & PRINCESS ROYAL FORTS	3,045.74
EFT76770	06/09/2012	ALBANY FILTER CLEAN	FILTER CHANGING/CLEANING	28.00
EFT76771	06/09/2012	THE FIXUPPERY	WINDOW CLEANING - DEPOT	246.00
EFT76772	06/09/2012	ALL TRUCK REPAIRS	VEHICLE MAINTENANCE/REPAIRS	1,660.42
EFT76773	06/09/2012	FUELS WEST PETROLEUM	ALBANY DEPOT DIESEL SUPPLIES	11,043.19

AGENDA ITEM 4.1 REFERS

EFT76774	06/09/2012	GRANDE FOOD SERVICE	CATERING FOR TIME OUT CAFE	291.63
EFT76775	06/09/2012	GREAT SOUTHERN GROUP TRAINING	APPRENTICES FEES DANA STANTON	1,124.74
EFT76776	06/09/2012	GREEN SKILLS INC	BUSH CARE AND RESERVES WORK	3,547.50
EFT76777	06/09/2012	GREAT SOUTHERN PERSONNEL	LIBRARY ASSISTANT SERVICES	74.76
EFT76778	06/09/2012	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING GOODS	1,214.81
EFT76779	06/09/2012	GREAT SOUTHERN TURF	ROLL ON TURF	220.00
EFT76780	06/09/2012	PROTECTOR FIRE SERVICES PTY LTD	FIRE EQUIPMENT MAINTENANCE	52.25
EFT76781	06/09/2012	HELEN LEEDER-CARLSON	NOONGAR ART EXHIBITION	900.00
EFT76782	06/09/2012	SD & AW HOWIE & SONS	Bus travel between Mt Manypeaks to Albany Library for Children's Book Week 2012	242.00
EFT76783	06/09/2012	JUST SEW EMBROIDERY	EMBROIDERY	165.00
EFT76784	06/09/2012	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	129.25
EFT76785	06/09/2012	KIMBERLEY ROSS KRAKOUER	CURATION NOONGAR ART EXHIBIT	700.00
EFT76786	06/09/2012	L-3 COMMUNICATIONS AUSTRALIA PTY LTD	ACX6.4-MV2 Three View x-ray (x1) upgradeable to THREE-VIEWS: includes the following: Entry Roller Bed Exit Roller Bed Perspex Shield cover TIP Software FS-792 Test Bag 75 x Plastic trays Search Table 5 Year Warranty	189,645.23
EFT76787	06/09/2012	LA FREEGARD	TREE REMOVAL FOR STORM DAMAGED TREE,	4,300.00
EFT76788	06/09/2012	THE LEISURE INSTITUTE OF WA (AQUATICS) INC	ANNUAL STATE CONFERENCE (TWO DAY CONFERENCE & DINNER) DELEGATE MATT GOULDTHORPE	475.00
EFT76789	06/09/2012	STATE LIBRARY OF WA	LOST/DAMAGED BOOKS	129.80
EFT76790	06/09/2012	LORLAINE DISTRIBUTORS PTY LTD	CLEANING SUPPLIES	68.95
EFT76791	06/09/2012	LOWER KING LIQUOR & GENERAL STORE	ALCOHOL PURCHASES	450.90
EFT76792	06/09/2012	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS	96.91
EFT76793	06/09/2012	BRENTON E MCKENNA	CBW GRAPHIC NOVELIST BRENTON MCKENNA	3,150.00
EFT76794	06/09/2012	MINORBA GRAZING CO	TREATED PINE SAWN	214.00
EFT76795	06/09/2012	MIRA MAR VETERINARY SERVICES	DISPOSAL OF ANIMALS	145.00
EFT76796	06/09/2012	JOHN MOIR	RUBBISH REMOVAL FROM CAPE RICHE CAMPSITE TO WELLSTEAD TRANSFER STATION FOR THE MONTH OF AUGUST 2012	600.00
EFT76797	06/09/2012	MONTGOMERY'S HILL	ALCOHOL PURCHASES	326.94
EFT76798	06/09/2012	MY PLACE COLONIAL ACCOMMODATION	CBW Author Accommodation	315.00
EFT76799	06/09/2012	ALBANY NEWS DELIVERY	NEWSPAPER DELIVERIES	460.59
EFT76800	06/09/2012	OCS SERVICES PTY LTD	CONTRACT CLEANING	16,867.87
EFT76801	06/09/2012	OFFICEWORKS SUPERSTORES PTY LTD	CONFECTIONERY	97.37
EFT76802	06/09/2012	OPUS INTERNATIONAL CONSULTANTS LTD	BAYONET HEAD SHOPPING CENTRE PEER REVIEW	1,606.00
EFT76803	06/09/2012	ORANA CINEMAS ALBANY	CINEMA ADVERTISING - ALAC	175.00
EFT76804	06/09/2012	ORICA AUSTRALIA P/L	CHLORINE SUPPLIES	2,318.80
EFT76805	06/09/2012	OTIS ELEVATOR COMPANY P/L	REPLACEMENT DOOR PROTECTION SENSORS FOR TOWN HALL LIFT	5,600.26
EFT76806	06/09/2012	LUTZ PETER PAMBERGER	EAP EMPLOYEE COUNSELLING	143.00
EFT76807	06/09/2012	PAULS PET FOODS	BAGS OF DRY DOG FOOD	57.00
EFT76808	06/09/2012	RICHARD IAN PERCIVAL-EVISON	Rates refund for assessment A29769	22.58
EFT76809	06/09/2012	CMA RECYCLING	5ft Fluoro tube cartons, 4ft Fluoro tube cartons & Globe collection carton	4,317.50
EFT76810	06/09/2012	PLATTERS GOURME	CATERING FOR VAC 1/9/2012	250.00
EFT76811	06/09/2012	READSPEAKER PTY LTD	Audio service for web based document (Synergy ref NS1225580), including annual licence fee & setup cost	451.00
EFT76812	06/09/2012	ROYAL LIFE SAVING SOCIETY AUSTRALIA	INFANT AQUATICS CERT II & II. STAGE 8 S&S & POSTAGE/FREIGHT FEE'S	266.20
EFT76813	06/09/2012	SEEK LIMITED	JOB VACANCY ADVERTISING	742.50

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EFT76814	06/09/2012	SERENITY PARK	DISPOSAL OF DOGS	600.00
EFT76815	06/09/2012	SHILLER IMAGES	VISITORS CENTRE MERCHANDISE	324.44
EFT76816	06/09/2012	SHOP FOR SHOPS	SLOTWALL DISPLAY BIN	73.70
EFT76817	06/09/2012	SKILL HIRE WA PTY LTD	CASUAL STAFF	3,001.25
EFT76818	06/09/2012	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE	5,068.28
EFT76819	06/09/2012	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	405.53
EFT76820	06/09/2012	SOUTHWAY DISTRIBUTORS PTY LTD	CATERING GOODS	1,633.34
EFT76821	06/09/2012	SOUTHERN EDGE ARTS INC	KIDSPORT APPLICATIONS	370.00
EFT76822	06/09/2012	SPOTLIGHT	Plastic Sheeting x 19.8 meters	341.35
EFT76823	06/09/2012	STATEWIDE BEARINGS	VEHICLE PARTS	80.59
EFT76824	06/09/2012	STIRLING CONFECTIONERY PLUS	CONFECTIONERY SUPPLIES	976.83
EFT76825	06/09/2012	ST JOHN AMBULANCE AUSTRALIA	Course Registration Fees for Staff to attend Basic Workplace First Aid	130.00
EFT76826	06/09/2012	SUBWAY	CATERING	205.00
EFT76827	06/09/2012	ALBANY LOCK SERVICE	Safe at North ROAD - Rhino RS-03 safe/ FIRE GAT PADLOCKS/LOCK SERVICES	3,073.35
EFT76828	06/09/2012	SUPER CHEAP AUTOS	Rubber car mats	61.98
EFT76829	06/09/2012	SYNERGY	ELECTRICITY SUPPLIES	11,806.40
EFT76830	06/09/2012	T & C SUPPLIES	32mm band-it strapping machine 100 /32mmS/S strapping buckles 7 / 30 metre rolls of 32 mm S/S / HARDWARE/TOOL SUPPLIES	7,026.89
EFT76831	06/09/2012	TAXIRIDE TEXTILES	VISITORS CENTRE MERCHANDISE	290.00
EFT76832	06/09/2012	DAVID THEODORE	FUEL REIMBURSEMENTS	59.84
EFT76833	06/09/2012	THE VEGIE SHOP	GROCERIES FOR DAYCARE	183.55
EFT76834	06/09/2012	TOTAL PACKAGING (WA) PTY LTD	Dog Dump Disposal Units	312.00
EFT76835	06/09/2012	TRAILBLAZERS	Safety Boots	316.05
EFT76836	06/09/2012	TRUCKLINE	VEHICLE PARTS	2,285.48
EFT76837	06/09/2012	TWO MILE PROJECTS	PROFESSIONAL SERVICES AUGUST 2012	11,825.70
EFT76838	06/09/2012	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	GREEN WASTE SERVICES	47.50
EFT76839	06/09/2012	VISIT MERCHANDISE PTY LTD	VISITORS CENTRE MERCHANDISE	678.70
EFT76840	06/09/2012	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING	811.91
EFT76841	06/09/2012	WA LOCAL GOVERNMENT ASSOCIATION	CUSTOMER SERVICE AND COMPLAINTS HANDLING COURSE	434.50
EFT76842	06/09/2012	WESTERN POWER CORPORATION	LOW VOLTAGE ELECTRICAL TESTING ON A62835	435.60
EFT76843	06/09/2012	WILD EYED PRESS PTY LTD	VISITORS CENTRE MERCHANDISE	260.92
EFT76844	06/09/2012	THE WINDOW WASHER MAN	WINDOW CLEAING VAC - AUGUST 2012	40.00
EFT76845	06/09/2012	WORKWISE OCCUPATIONAL HEALTH	ERGONOMIC ASSESSMENTS	473.26
EFT76846	06/09/2012	YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	UNIFORMS	568.29
EFT76847	06/09/2012	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE	45.32
EFT76848	07/09/2012	ZIPFORM	RATES NOTICE PRODUCTION 2012	21,493.19
EFT76850	13/09/2012	ABA SECURITY	SECURITY SERVICES	1,298.83
EFT76851	13/09/2012	ABBOTTS LIQUID SALVAGE PTY LTD	PUMP PUBLIC TOILETS - MELVILLE LOOKOUT	250.00
EFT76852	13/09/2012	AD CONTRACTORS PTY LTD	Litres of catamol for urban patching truck	2,073.50
EFT76853	13/09/2012	ALBANY ADVERTISER LTD	ADVERTISING	912.94
EFT76854	13/09/2012	ALBANY TOYOTA	VEHICLE PARTS/MAINTENANCE - 9002A	392.24
EFT76856	13/09/2012	ALBANY SWEEP CLEAN	SWEEP DRIVEWAYS, ROAD ACCESS & PARKING AREAS AT FRONT OF MAIN TERMINAL - AIRPORT	346.50
EFT76857	13/09/2012	ALBANY STATIONERS	STATIONERY SUPPLIES	36.80
EFT76858	13/09/2012	ALBANY REFRIGERATION	REFRIGERATION & AIRCONDITIONING REPAIRS & MAINTENANCE	152.00

AGENDA ITEM 4.1 REFERS

EFT76859	13/09/2012	ALBANY OFFICE PRODUCTS - NORTH ROAD	STATIONERY SUPPLIES	789.80
EFT76860	13/09/2012	ALBANY QUALITY LAWNMOWING	LAWN MOWING AT LOTTERIES HOUSE	100.00
EFT76861	13/09/2012	ALBANY KAWASAKI	TECMATE OPTIMATE 4 BATT CHARGER	99.95
EFT76862	13/09/2012	ALBANY MILK DISTRIBUTORS	MILK DELIVERIES	42.60
EFT76863	13/09/2012	ALBANY LEGAL PTY LTD	PROFESSIONAL FEES - SURF LIFE SAVING CLUB DEED OF VARIATION OF LEASE	990.00
EFT76864	13/09/2012	ALBANY ALLSOILS LANDSCAPE SUPPLIES	Cubic metre top soil	47.35
EFT76865	13/09/2012	ALINTA	GAS USAGE CHARGES 52 BARKER RD 13/7/2012 - 9/8/2012	30,026.10
EFT76866	13/09/2012	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES DEBT RECOVERY	6,182.71
EFT76867	13/09/2012	ASP ALLOY AND STAINLESS PRODUCTS	Set of blades	773.50
EFT76868	13/09/2012	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	5,931.50
EFT76869	13/09/2012	AUSTRALIA POST	POSTAGE/AGENCY FEES	10,499.37
EFT76870	13/09/2012	BADGEMATE	NAME BADGES	354.45
EFT76871	13/09/2012	BALL BODY BUILDERS	CONCRETE PIPE & FREIGHT	5,996.37
EFT76872	13/09/2012	BANDICOOT NURSERY	Plants for Centennial Park Living Stream Restoration project	7,697.30
EFT76873	13/09/2012	KEITH BARNETT	REIMBURSEMENT OF STATE CONFERENCE REGISTRATION	1,290.00
EFT76874	13/09/2012	BEST OFFICE SYSTEMS	PHOTOCOPIER CHARGES	1,014.00
EFT76875	13/09/2012	BLACKWOODS	UNIFORMS	518.05
EFT76876	13/09/2012	ALBANY BOBCAT SERVICES	Hours hire of Bobcat to spread topsoil behind kerbing	120.00
EFT76877	13/09/2012	BOC GASES AUSTRALIA LIMITED	CONTAINER SERVICE RENTAL	166.66
EFT76878	13/09/2012	BOOEASY AUSTRALIA PTY LTD	BOOEASY BOOKINF RETURS COMMISSION/MONTHLY FEES - AUG 2012	1,764.99
EFT76879	13/09/2012	AIR BP	REFUND AIRPORT HANGAR LEASE	1,206.62
EFT76880	13/09/2012	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES	361.46
EFT76881	13/09/2012	BUNNINGS BUILDING SUPPLIES PTY LTD	BAGGED SHEEP MANURE/HARDWARE/TOOL SUPPLIES	669.43
EFT76882	13/09/2012	BUSBY INVESTMENTS PTY LTD T/AS BUDGET RENT A CAR	Hire Vehicle for David Ireland's Visit	652.97
EFT76883	13/09/2012	BUSY BLUE BUS	Bus Services Friday 24 August 2012	250.00
EFT76884	13/09/2012	CALDWELL LAND SURVEYS PTY LTD	SURVEY OF CENTENNIAL PARK LIVING STREAM	1,721.50
EFT76885	13/09/2012	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE	3,272.51
EFT76886	13/09/2012	CLAYTON UTZ	ADMINISTRATION LEGAL EXPENSES	22,193.94
EFT76887	13/09/2012	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE	1,130.59
EFT76888	13/09/2012	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	399.11
EFT76889	13/09/2012	COURIER AUSTRALIA	FREIGHT CHARGES	795.78
EFT76890	13/09/2012	COVS PARTS PTY LTD	VEHICLE PARTS	486.48
EFT76891	13/09/2012	CREATIVE ALBANY INC	SUPPORT FOR POETRY CLIPS - COMMUNITY FUNDING PROGRAM	7,150.00
EFT76892	13/09/2012	AL CURNOW HYDRAULICS	VEHICLE PARTS/MAINTENANCE	589.03
EFT76893	13/09/2012	DAVRIC AUSTRALIA	VISITORS CENTRE MERCHANDISE	2,507.45
EFT76894	13/09/2012	LANDGATE - PROPERTY & VALUATIONS	TITLE SEARCHES	140.00
EFT76895	13/09/2012	HOUSING AUTHORITY	Rates refund for assessment A213758	910.60
EFT76896	13/09/2012	FARMERS CENTRE (1978) PTY LTD	VEHICLE PARTS	170.20
EFT76897	13/09/2012	FAT CATS CARWASH	WASH, VACUUM, CLEAN WINDOWS, CLEAN PLASTICS AND A TYRE SHINE REG# 5636A	44.00
EFT76898	13/09/2012	FIRE AND EMERGENCY SERVICES AUTHORITY OF WA	ESLB 1ST QUATER CONTRIBUTION	662,215.29
EFT76899	13/09/2012	THE FIXUPPERY	WINDOW CLEANING	1,477.99
EFT76900	13/09/2012	ALBANY FOOTBALL AND SPORTING CLUB	KIDSPORT APPLICATIONS	50.00
EFT76901	13/09/2012	FUELS WEST PETROLEUM	Litres DIESEL FUEL	9,660.27
EFT76902	13/09/2012	GALLERY 500	ART SUPPLIES	24.00

AGENDA ITEM 4.1 REFERS

EFT76903	13/09/2012	GRANDE FOOD SERVICE	CATERING FOR TIME OUT CAFE	116.53
EFT76904	13/09/2012	GREAT SOUTHERN GROUP TRAINING	APPRENTICES FEES/CASUAL STAFF	8,497.40
EFT76905	13/09/2012	GREEN SKILLS INC	COMMUNITY FUNDING PROGRAM CONTRIBUTION TO BIKE FESTIVAL	2,598.84
EFT76906	13/09/2012	GREAT SOUTHERN PEST & WEED CONTROL	Removal of Bees at Lakeside Park in the Big Pine Tree next to the playground	209.00
EFT76907	13/09/2012	GREAT SOUTHERN SAND AND LANDSCAPING SUPPLIES	Hour hire of Cat Bulldozer for South Stirling's Landfill	4,463.36
EFT76908	13/09/2012	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING SUPPLIES	1,382.97
EFT76909	13/09/2012	GREAT SOUTHERN PSYCHIATRIC AND PSYCHOLOGICAL SERVICES	EAP PSYCHOLOGICAL THERAPY	130.00
EFT76910	13/09/2012	GREAT SOUTHERN BOUNDARIES	Supply and install fencing For Bakers Junction Landfill	14,690.00
EFT76911	13/09/2012	PROTECTOR FIRE SERVICES PTY LTD	FIRE EQUIPMENT MAINTENANCE	198.00
EFT76912	13/09/2012	HUDSON HENNING AND GOODMAN	RIGHT OF WAY" POLICE CITIZENS YOUTH CLUB"	1,722.27
EFT76913	13/09/2012	IBM AUSTRALIA LTD	MONTHLY SCHEDULE FOR SERVICES, IBM EXPRESS MANAGED SERVICES	823.91
EFT76914	13/09/2012	TOLL IPEC	FREIGHT CHARGES	119.50
EFT76915	13/09/2012	IPWEA NATIONAL	copy IPWEA Plant & Vehicle Management Manual Edition 3	363.00
EFT76916	13/09/2012	JOHN KINNEAR AND ASSOCIATES	Preparation and lodgement of final deposited plan - Lot 9000 Lower Denmark Road, Cuthbert and creation of road and drainage reserves. Includes all lodgement fees with WAPC and Landgate.	2,452.00
EFT76917	13/09/2012	JUST SEW EMBROIDERY	EMBROIDERY	66.00
EFT76918	13/09/2012	JUST A CALL DELIVERIES	INTERNAL MAIL DELIVERIES	1,005.40
EFT76919	13/09/2012	KELYN TRAINING SERVICES	Registration Fees for Bruce Marsh to attend Risk Management & Advanced WTM	1,250.00
EFT76920	13/09/2012	KITCHEN NEEDS	ALAC CAFETERIA GOODS	108.50
EFT76921	13/09/2012	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	1,435.15
EFT76923	13/09/2012	CALTEX ENERGY WA	BULK FUEL PURCHASES	7,920.11
EFT76924	13/09/2012	LORLAINE DISTRIBUTORS PTY LTD	20ltr drum of Tecwash machine detergent	138.90
EFT76925	13/09/2012	MCKAY LEGAL WA	PROFESSIONAL LEGAL SERVICES	1,687.73
EFT76926	13/09/2012	MCLEODS BARRISTERS & SOLICITORS	SUBMISSIONS ON DRAFT PLANNIN SCHEME NO.1, PROFESSIONAL FEES & DISBURSEMENTS	3,015.10
EFT76927	13/09/2012	MINORBA GRAZING CO	Treated pine post 1.500 x 150 with bevel tops	600.00
EFT76928	13/09/2012	MSS SECURITY	EXTRA SCREENING FOR DELAYED FLIGHTS 5/7/2012 - 11/7/2012	509.54
EFT76929	13/09/2012	OCS SERVICES PTY LTD	CLEANING SERVICES REGULAR CLEANING	1,553.03
EFT76930	13/09/2012	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES	573.00
EFT76931	13/09/2012	ORICA AUSTRALIA P/L	CHLORINE SUPPLIES	1,003.20
EFT76932	13/09/2012	CORR ART	ARTISTIC DEVELOPMENT WEEK 5 & 6	280.00
EFT76933	13/09/2012	RANI PARAM	REIMBURSEMENT OF PURCHASES FOR EVENT	55.33
EFT76934	13/09/2012	PLASTICS PLUS	140B/140LTR BLUE WHEELIE BINS	393.00
EFT76935	13/09/2012	ALBANY PLAZA PHARMACY	FIRST AID SUPPLIES	43.12
EFT76936	13/09/2012	DALE PUTLAND	TYRE PURCHASES REIMBURSEMENT	423.29
EFT76937	13/09/2012	RAILWAYS FOOTBALL CLUB	UNDER 17'S MEMBERSHIP & UNIFORMS	170.00
EFT76938	13/09/2012	ROLSH PRODUCTIONS	MERCHANDISE ORDER	26.84
EFT76939	13/09/2012	ROSMECH SALES AND SERVICE PTY LTD	SWEEPER PARTS	2,390.66
EFT76940	13/09/2012	JAMIE SCALLY	CBW LOWER PRIMARY SCHOOL PRESENTATION FOR CHILDREN'S BOOK WEEK	300.00
EFT76941	13/09/2012	SECUREPAY PTY LTD	WEB PAYMENTS, SEAT ADVISOR PRICING, TRANSACTION FEE. WITHOUT FRAUDGUARD	27.72
EFT76942	13/09/2012	SEEK LIMITED	ADVERTISING - MANAGER PLANNING SERVICES	247.50
EFT76943	13/09/2012	KAITLYN SEYMOUR	ADMIN ASSISTANCE 29/8 & 5/8/2012	345.60

AGENDA ITEM 4.1 REFERS

EFT76944	13/09/2012 SKILL HIRE WA PTY LTD	CASUAL STAFF	3,296.12
EFT76945	13/09/2012 SKYWEST AIRLINES	Flights for Mel Organ and Anthony McEwan for Anzac Interpretive Centre SIA Architect Meeting	1,133.36
EFT76946	13/09/2012 SMITHS ALUMINIUM & 4WD CENTRE	ALLUMINIUM FABRICATION MATERIALS & LABOUR	93.00
EFT76947	13/09/2012 SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE	1,492.50
EFT76948	13/09/2012 SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	629.46
EFT76949	13/09/2012 SOUTHWAY DISTRIBUTORS PTY LTD	CATERING GOODS	1,755.08
EFT76950	13/09/2012 SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES	12,057.81
EFT76951	13/09/2012 SOUTH COAST PROGRESS ASSOCIATION	COMMUNITY FUNDING PROJECT - LITTLE GROVE	4,000.00
EFT76952	13/09/2012 SOUTH STIRLING PRIMARY SCHOOL	CBW - TRAVEL SOUTH STIRLING BUS ALLOWANCE	330.20
EFT76953	13/09/2012 POSITION PARTNERS	PKG SAY EASY PRO 5 W, PKG SATEL EASY PRO PACK 5-25W, 5 WATT SATEL-EASYPRO RADIO , PAC CREST ANTENNA POLE MOUNT PDL ANTENNA 2.4DBI 450-470 MHZ	3,987.50
EFT76954	13/09/2012 STIRLING FREIGHT EXPRESS	FREIGHT CHARGES - AIRPORT	184.67
EFT76955	13/09/2012 STIRLING CONFECTIONERY PLUS	CONFECTIONERY SUPPLIES	1,131.56
EFT76956	13/09/2012 THE SUNDAY TIMES	ADVERTISING	696.00
EFT76957	13/09/2012 ALBANY LOCK SERVICE	Being for the replacement key for South coast securities 130A F/48 plus 1/ FG key	35.05
EFT76958	13/09/2012 SYNERGY	ELECTRICITY CHARGES 52 BARKER RD 17/7/2012 - 20/8/2012	36,356.65
EFT76959	13/09/2012 T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	652.01
EFT76960	13/09/2012 T-QUIP	V-BELTS	257.75
EFT76961	13/09/2012 THE VEGIE SHOP	GROCERIES FOR DAYCARE	165.45
EFT76962	13/09/2012 TOTAL PACKAGING (WA) PTY LTD	Dog Dump Disposal Units	31.20
EFT76963	13/09/2012 TRAILBLAZERS	Safety Boots	492.66
EFT76964	13/09/2012 TRADELINK PLUMBING SUPPLIES	STORM ORDER SUPPLIES	212.01
EFT76965	13/09/2012 TRUCKLINE	VEHICLE PARTS	351.57
EFT76966	13/09/2012 VISITOR CENTRE ASSOCIATION OF WESTERN AUSTRALIA	VISITOR SERVICING CONFERENCE AND GWN7 TOP TOURISM AWARDS DINNER TICKETS	785.00
EFT76968	13/09/2012 ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING	157.89
EFT76969	13/09/2012 WELLSTEAD PROGRESS ASSOCIATION	REIMBURSEMENT OF INSURANCE PREMIUMS PAID DEBTORS INV 53032 NOT WELLSTEAD PROGRESS ASSOCIATION	1,191.34
EFT76970	13/09/2012 WESTERBERG PANEL BEATERS	FRONT WHEEL ALLINGMENT A51213	165.00
EFT76971	13/09/2012 WA LOCAL GOVERNMENT ASSOCIATION	ADVERTISING	1,468.50
EFT76972	13/09/2012 LANDMARK LIMITED	SUPPLY OF 20 LITRE ROUNDUP	109.45
EFT76973	13/09/2012 WESTERN WORK WEAR	UNIFORMS	357.60
EFT76975	13/09/2012 ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE	21.76
EFT76976	13/09/2012 ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	965.58
EFT76977	13/09/2012 LGIS RISK MANAGEMENT	BUSINESS CONTINUITY MANAGMENT - PROJECT NUMBER 11558	3,432.00
EFT76978	13/09/2012 LGIS INSURANCE BROKING	INSURANCES MOTOR VEHICLES	139.00
EFT76979	13/09/2012 YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	UNIFORMS	1.49
EFT76980	14/09/2012 AUSTRALIA'S SOUTH WEST INC	2012-2013 MEMBERSHIP PACKAGE - SILVER - CITY OF ALBANY	570.00
EFT76981	14/09/2012 TERENCE BROOKS	Rates refund for assessment A38962	2,507.12

TOTAL

\$ 2,452,854.13

4.2: FINANCIAL ACTIVITY STATEMENT – 30 SEPTEMBER 2012

Responsible Officer : Executive Director Corporate Services (G Adams)

IN BRIEF

- Statement of Financial Activity reporting on the revenue and expenditure of the City of Albany for the reporting period ending 30 September 2012.

ITEM 4.2: RESPONSIBLE OFFICER RECOMMENDATION

VOTING REQUIREMENT: SIMPLE MAJORITY

The Financial Activity Statement for the period ending 30 September 2012 be RECEIVED.

BACKGROUND

1. The Statement of Financial Activity for the period ending 30 September 2012 has been prepared and is attached.
2. In addition to the statutory requirement to provide Council with a Statement of Financial Performance, the City provides Council with a monthly investment summary to ensure the performance of the investment portfolio is in accordance with anticipated returns and complies with the Investment of Surplus Funds Policy.

DISCUSSION

3. In accordance with section 34(1) of the Local Government (Financial Management) Regulations 1996, the City of Albany is required to prepare each month a Statement of Financial Activity reporting on the revenue and expenditure of the local authority.
4. The requirement for local governments to produce a Statement of Financial Activity was gazetted in March 2005 to provide elected members with a greater insight in relation to the ongoing financial performance of the local government.
5. Additionally, each year a local government is to adopt a percentage or value to be used in Statements of Financial Activity for reporting material variances. Variations in excess of \$50,000 are reported to Council.

“Please note that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The ‘errors’ may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect.”

6. STATEMENT OF FINANCIAL ACTIVITY – AS AT 30 SEPTEMBER 2012

	Actual Year to Date 30-Sep-12	Current Budget Year to Date 30-Sep-12	Current Budget vs Actual Variance	
REVENUE				*
Operating Grants & Subsidies	456,020	476,970	-20,950	X
Fees and Charges	7,114,716	7,076,537	38,179	√
Contributions, Donations & Reimbursements.	177,483	131,264	46,219	√
Interest Earnings	248,657	157,544	91,113	√
Other Revenue	286,016	276,245	9,771	√
	8,282,892	8,118,560	164,332	
EXPENDITURE				
Employee Costs	3,835,910	4,660,315	-824,405	√
Materials and Contracts	1,898,855	3,078,332	-1,179,477	√
Utility Charges	391,109	356,339	34,770	X
Interest Expenses	(21,737)	12,207	-33,944	√
Insurance Expenses	104,139	180,477	-76,338	√
Other Expenditure	474,734	516,996	-42,262	√
Depreciation	2,952,036	2,952,036	0	√
Loss on Sale of Assets	0	0	0	√
Less Allocated to Infrastructure	(95,663)	(114,448)	18,785	√
	9,539,383	11,642,254	-2,102,871	
Adjustment for Non-cash Revenue and Expenditure				
Write Back Non Cash Items	2,952,036	2,952,036	0	
Adjust (Profit)/Loss on Asset Disposal	0	0	0	
	1,695,545	(571,658)		
Net Operating Excluding Rates				
CAPITAL REVENUE				
Non-Operating Grants, Subsidies & Cont	1,405,657	1,382,254	23,403	√
Proceeds from asset disposals	4,956	435,776	-430,820	X
Transfers from Reserves (Restricted Assets)	0	0	0	
	1,410,613	1,818,030	-407,417	
CAPITAL EXPENDITURE				
Capital Expenditure	997,834	3,897,652	-2,899,818	√
Repayment of Loans	16,200	48,738	-32,538	√
Transfers to Reserves (Restricted Assets)	20,087	112,680	-92,593	√
	1,034,122	4,059,070	-3,024,948	
Net Capital	376,491	(2,241,040)	2,617,531	
Total Net Operating + Capital	2,072,036	(2,812,698)	4,884,734	
Rates Revenue	26,980,446	26,964,503	15,943	
Restricted Cash Funds - Grants	0	0	0	
Opening Funding Surplus (Deficit)	2,982,441	2,982,441	0	
Closing Funding Surplus (Deficit)	32,034,923	27,134,246	4,900,677	

* √ is higher than expected revenue or lower than expected expenditure

* X is lower than expected revenue and higher than expected Expenditure

7. CITY OF ALBANY – NET CURRENT ASSETS – AS AT 30 SEPTEMBER 2012

	Actual 30-Sept-12	Actual 30-Jun-12
NET CURRENT ASSETS		
Composition of Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	26,266,813	9,898,720
Cash - Restricted	9,097,054	9,138,916
Receivables	13,555,209	3,141,767
Inventories	1,799,487	2,114,523
Total Current Assets	50,718,563	24,293,926
LESS: CURRENT LIABILITIES		
Payables and Provisions	4,470,755	7,015,614
	46,247,808	17,278,312
Less: Cash - Restricted - Trust	(948,673)	(1,020,686)
Less: Cash - Restricted - Reserves	(8,148,381)	(8,118,231)
NET CURRENT ASSET POSITION	37,150,754	8,139,395
NET CURRENT ASSETS PER BALANCE SHEET	44,600,051	15,511,281
Difference	7,449,297	7,371,886
Difference Represented by:		
Restricted Cash (Trust)	948,673	1,020,686
Reserve Funds - Financial Assets	68,771	68,771
Reserve Funds - Other	8,079,610	8,049,460
Self Supporting Loans (part of Receivables and Other)	0	(31,062)
	9,097,054	9,107,855
Less:		
Borrowings	770,406	786,606
Trust Liabilities	877,351	949,363
Difference	7,449,297	7,371,886

8. CITY OF ALBANY-STATEMENT OF FINANCIAL POSITION–AS AT 30 SEPTEMBER 2012

	Actual 30-Sept-12	Actual 30-Jun-12
CURRENT ASSETS		
Cash - Municipal	26,266,813	9,898,720
Restricted cash (Trust)	948,673	1,020,686
Reserve Funds - Financial Assets	68,771	68,771
Reserve Funds - Other	8,079,610	8,049,460
Receivables & Other	13,555,209	3,110,705
Investment Land	1,286,719	1,554,927
Stock on hand	512,768	559,596
	50,718,562	24,262,864
CURRENT LIABILITIES		
Borrowings	770,406	786,606
Creditors prov - Annual leave & LSL	2,362,991	2,562,504
Trust Liabilities	877,351	949,363
Creditors prov & accruals	2,107,764	4,453,110
	6,118,511	8,751,583
NET CURRENT ASSETS	44,600,051	15,511,281
NON CURRENT ASSETS		
Receivables	12,989	12,989
Pensioners Deferred Rates	383,302	383,302
Investment Land	4,714,702	4,714,702
Property, Plant & Equip	71,906,470	71,796,000
Infrastructure Assets	186,587,704	188,652,376
Local Govt House Shares	19,501	19,501
	263,624,668	265,578,870
NON CURRENT LIABILITIES		
Borrowings	16,639,788	16,639,788
Creditors & Provisions	465,710	465,710
	17,105,498	17,105,498
NET ASSETS	291,119,221	263,984,653
EQUITY		
Accumulated Surplus	263,317,504	236,203,024
Reserves	9,027,083	9,006,995
Asset revaluation Reserve	18,774,634	18,774,634
	291,119,221	263,984,653

**9. STATEMENT OF COMPREHENSIVE INCOME (BY NATURE OR TYPE)
AS AT 30 SEPTEMBER 2012**

Nature / Type

	YTD Actual 2012/13	Budget-Total 2012/13	Actual 2011/12
INCOME			
Rates	26,980,446	27,107,022	25,642,948
Grants & Subsidies	456,020	2,732,950	4,887,130
Contributions. Reimb & Donations	177,483	373,610	665,327
Fees & Charges	7,114,716	14,432,869	13,302,006
Interest Earned	248,657	825,368	1,376,091
Other Revenue / Income	286,016	115,000	841,988
	35,263,338	45,586,819	46,715,488
EXPENDITURE			
Employee Costs	3,740,247	18,293,908	15,804,295
Utilities	391,109	1,729,483	1,910,194
Interest Expenses	(21,737)	909,431	1,046,166
Depreciation on non current assets	2,952,036	11,812,900	11,640,078
Contracts & materials	1,898,855	14,259,030	12,176,186
Insurance expenses	104,139	722,187	587,694
Other Expenses	474,734	1,721,311	2,055,494
	9,539,383	49,448,250	45,220,109
Change in net assets from operations	25,723,955	(3,861,431)	1,495,379
Grants and Subsidies - non-operating	1,326,037	6,994,797	3,957,734
Contributions Reimbursements and Donations - non-operating	79,620	2,500,000	2,169,357
Profit/Loss on Asset Disposals	4,956	(269,049)	(18,345)
Cash Backing of Reserves	0	0	(86,295)
Fair value - Investments adjustment			0
	27,134,568	5,364,317	7,517,830

10. PORTFOLIO VALUATION – MARKET VALUE – AS AT 30 SEPTEMBER 2012

Security	Maturity Date	Security Cost (Incl accrued interest)	Current Interest %	Market Value Jul-12	Market Value Aug-12	Market Value Sept-12	Latest Monthly Variation
MUNICIPAL ACCOUNT							
CBA	6/07/2012	2,000,000	4.70%				
CBA	8/08/2012	2,000,000	4.48%	2,000,000			
CBA	7/09/2012	2,000,000	4.50%		2,000,000		
CBA	8/10/2012	2,000,000	4.48%			2,000,000	
NAB	31/07/2012	1,000,078	4.25%	1,000,078			
NAB	29/09/2012	1,000,078	3.15%		1,000,078		
NAB	30/10/2012	1,000,078	4.05%			1,000,078	
ANZ	3/07/2012	3,000,000	4.00%				
ANZ	2/08/2012	3,000,000	4.00%	3,000,000			
ANZ	3/09/2012	1,000,000	4.00%		1,000,000		
ANZ	5/10/2012	1,000,000	3.79%			1,000,000	
ANZ**	On call	4,000,000	BBSW+1.75%			4,000,000	
BANKWEST	8/07/2012	2,000,000	4.45%				
BANKWEST	7/08/2012	2,000,000	4.20%	2,000,000			
BANKWEST	6/09/2012	2,000,000	4.20%		2,000,000		
BANKWEST	21/11/2012	2,000,000	4.70%			2,000,000	
				8,000,078	6,000,078	10,000,078	n/a
RESERVES ACCOUNT							
No funds currently invested				0	0	0	
				0	0	0	n/a

REFER DISCLAIMER

Security	Maturity Date	Security Cost (Incl accrued interest)	Current Interest %	Market Value Jul-12	Market Value Aug-12	Market Value Sept-12	Latest Monthly Variation
COMMERCIAL SECURITIES - CDOs (New York Mellon)							
Saphir (Endeavour) AAA	4/08/2011	413,160	9.10%	0	0	0	0
Zircon (Merimbula AA)	20/06/2013	502,450	8.87%	0	0	0	0
Zircon (Coolangatta AA)	20/09/2014	1,002,060	9.12%	0	0	0	0
Beryl (AAAGlobal Bank Note)	20/09/2014	200,376	8.42%	0	0	0	0
		2,118,046		0	0	0	0
COMMERCIAL SECURITIES - CDOs - Other							
Magnolia (Flinders AA)	20/03/2012	171,994	9.32%	0	0	0	0
Start (Blue Gum AA-)	22/06/2013	276,708	8.77%	0	0	0	0
Corsair (Kakadu AA)	20/03/2014	273,710	8.37%	68,750	68,750	68,750	0
Helium (C=Scarborough AA)	23/06/2014	602,244	8.77%	0	0	0	0
		1,324,656		68,750	68,750	68,750	0
PORTFOLIO TOTAL				8,068,828	6,068,828	10,068,828	0

**The BBSW (bank bill swap rate) is the wholesale interbank rate within Australia and is published by the Australian Financial Markets Association (AFMA). It is the borrowing rate among the country's top market makers, and is widely used as the benchmark interest rate for financial instruments.

11. FINANCIAL RATIOS - AS AT 30 SEPTEMBER 2012

CITY OF ALBANY FINANCIAL RATIOS	30-Jun-11	30-Jun-12	30-Sept-12	Benchmark
Liquidity Ratios				
Current Ratio ¹	81.3%	193.8%	794.1%	>100%
Untied Cash to trade creditors Ratio ²	273.6%	418.3%	9554.9%	>100%
Financial Position Ratio				
Debt Ratio ³	9.8%	8.9%	7.4%	<100%
Debt Ratios				
Debt Service Ratio ⁴	9.0%	7.2%	0.0%	<10%
Gross Debt to Revenue Ratio ⁵	46.7%	30.2%	38.1%	<60%
Gross Debt to Economically Realisable Assets ⁶	22.6%	14.1%	11.0%	<30%
Coverage Ratio				
Rate Coverage Ratio ⁷	46.0%	57.3%	76.1%	>33%
Effectiveness Ratio				
Outstanding Rates Ratio ⁸	3.3%	3.0%	43.2%	<5%

1. This ratio focuses on the liquidity position of a local government.
2. This ratio provides an indication of whether a local government has sufficient unrestricted cash to pay its trade creditors.
3. The ratio is a measure of total liabilities to total assets or alternatively the number of times total liabilities are covered by the total assets of a local government. The lower the ratio of total liabilities to total assets, the stronger is the financial position of the local government.
4. This ratio measures a local government's ability to service debt (principal and interest) out of its available operating revenue.
5. This ratio measures a local government's ability to service debt in any given year out of total revenue.
6. This ratio provides a measure of whether a local government has sufficient realisable assets to cover its total borrowings.
7. The Coverage Ratio measures the local government's dependence on rate revenue to fund its operations. The higher the ratio, the less dependent a local government is on grants and external sources to fund its operations.
8. The Effectiveness Ratio measures the effectiveness of a local government with the collection of its rates. This ratio will reduce during the course of the year as rate instalments amounts are paid.

STATUTORY IMPLICATIONS

12. *Section 34 of the Local Government (Financial Management) Regulations 1996 provides:*
- I. A local government is to prepare each month a statement of financial activity reporting on the source and application of funds, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail –
 - a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - b) budget estimates to the end of the month to which the statement relates;
 - c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relate
 - d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - e) the net current assets at the end of the month to which the statement relates.
 - II. Each statement of financial activity is to be accompanied by documents containing –
 - a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - c) such other supporting information as is considered relevant by the local government.
 - III. The information in a statement of financial activity may be shown –
 - a) according to nature and type classification;
 - b) by program; or
 - c) by business unit
 - IV. A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.

FINANCIAL IMPLICATIONS *Expenditure for the period ending 30 September 2012 has been incurred in accordance with the 2012/13 proposed budget parameters. Details of any budget variation in excess of \$50,000 (year to date) follow. There are no other known events which may result in a material non recoverable financial loss or financial loss arising from an uninsured event.*

13. VARIANCES TO BUDGET IN EXCESS OF \$50,000 - AS AT 30 SEPTEMBER 2012

Comments / Reason for Variance

OPERATING REVENUE (EXCLUDING RATES)

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Under Variance threshold

FEES AND CHARGES

Under Variance threshold

CONTRIBUTIONS, DONATIONS & REIMBURSEMENTS

Under Variance threshold

INTEREST EARNINGS

Interest earnings on rate instalment payments exceed budget, but similar to last year. Budget estimates for this item are very conservative, due to the uncertainty during budget preparation regarding the interest rate chargeable under amended Local Government regulations being proposed at the time.

OTHER REVENUE

Under Variance threshold

OPERATING EXPENSES

EMPLOYEE COSTS

Employee costs under budget year-to-date, due to year end accrual of wages to 11/12 year. Some manager/supervisor positions not yet filled, with some positions only recently filled, in Community Services, and Works and Services. Employee provisions for long service leave and annual leave not yet processed for period to date. Once this is processed, the variation will reduce.

MATERIAL AND CONTRACTS

Timing in receipt of waste contract invoice (received early October). Road and other infrastructure maintenance under budget year to date, due to wet weather in the first quarter of the year.

UTILITY CHARGES

Under Variance threshold

INTEREST EXPENSES

Under Variance threshold

INSURANCE EXPENSES

First instalment invoice received and allocated. Second instalment due late October/early November.

OTHER EXPENDITURE

Under Variance threshold

DEPRECIATION (NON CURRENT ASSETS)

Under Variance threshold

LOSS ON ASSET DISPOSAL

Under Variance threshold

Less Allocated to Infrastructure

Under Variance threshold

CAPITAL REVENUE**NON-OPERATING GRANTS, SUBSIDIES & CONTRIBUTIONS**

Under Variance threshold

PROCEEDS FROM DISPOSAL OF ASSETS

Minimal assets sold or replaced year-to-date.

PROCEEDS FROM NEW LOANS

Under Variance threshold

SELF-SUPPORTING LOAN PRINCIPAL

Under Variance threshold

TRANSFER FROM RESERVES (RESTRICTED ASSETS)

Under Variance threshold

CAPITAL EXPENSES**CAPITAL EXPENDITURE**

Timing issue. Minimal capital projects commenced so far, many infrastructure projects are weather dependent. Once dry weather has started, roads and drainage projects can commence on a bigger scale. Purchase of plant and equipment also under budget year-to-date (\$750 000).

REPAYMENT OF LOANS

Under Variance threshold

TRANSFER TO RESERVES (RESTRICTED ASSETS)

Only minor transfer to or from reserves to municipal funds done for this year.

OTHER ITEMS**RATE REVENUE**

Under Variance threshold

OPENING FUNDING SURPLUS (DEFICIT)

Under Variance threshold

POLICY IMPLICATIONS

14. The City's 2012/13 Annual Budget provides a set of parameters that guides the City's financial practices.
15. The Investment of Surplus Funds Policy stipulates that the status and performance of the investment portfolio is to be reported monthly to Council.

File Number (Name of Ward)	FM.FIR.2 - All Wards
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4.2: FINANCIAL ACTIVITY STATEMENT – 31 AUGUST 2012

Responsible Officer : Executive Director Corporate Services (G Adams)

IN BRIEF

- Statement of Financial Activity reporting on the revenue and expenditure of the City of Albany for the reporting period ending 31 August 2012.

ITEM 4.2: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR GREGSON

SECONDED: COUNCILLOR BOWLES

The Financial Activity Statement for the period ending 31 August 2012 be RECEIVED.

CARRIED 12-0

BACKGROUND

1. The Statement of Financial Activity for the period ending 31 August 2012 has been prepared and is attached.
2. In addition to the statutory requirement to provide Council with a Statement of Financial Performance, the City provides Council with a monthly investment summary to ensure the performance of the investment portfolio is in accordance with anticipated returns and complies with the Investment of Surplus Funds Policy.

DISCUSSION

3. In accordance with section 34(1) of the Local Government (Financial Management) Regulations 1996, the City of Albany is required to prepare each month a Statement of Financial Activity reporting on the revenue and expenditure of the local authority.
4. The requirement for local governments to produce a Statement of Financial Activity was gazetted in March 2005 to provide elected members with a greater insight in relation to the ongoing financial performance of the local government.
5. Additionally, each year a local government is to adopt a percentage or value to be used in Statements of Financial Activity for reporting material variances. Variations in excess of \$50,000 are reported to Council.

“Please note that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The ‘errors’ may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect.”

6. STATEMENT OF FINANCIAL ACTIVITY – AS AT 31 AUGUST 2012

	Actual Year to Date 31-Aug-12	Current Budget Year to Date 31-Aug-12	Current Budget vs Actual Variance	*
REVENUE				
Operating Grants & Subsidies	23,023	37,980	-14,957	X
Fees and Charges	6,269,082	6,234,152	34,930	√
Contributions, Donations & Reimbursements	75,835	119,176	-43,341	X
Interest Earnings	87,847	88,102	-255	X
Other Revenue	2,000	10,830	-8,830	X
	6,457,786	6,490,240	-32,454	
EXPENDITURE				
Employee Costs	2,594,982	3,116,138	-521,156	√
Materials and Contracts	1,256,340	2,082,876	-826,536	√
Utility Charges	171,354	199,229	-27,875	√
Interest Expenses	(21,737)	8,138	-29,875	√
Insurance Expenses	0	120,318	-120,318	√
Other Expenditure	106,123	117,857	-11,734	√
Depreciation	1,968,024	1,968,024	0	√
Loss on Sale of Assets	0	44,824	-44,824	√
Less Allocated to Infrastructure	(57,953)	(77,998)	20,045	√
	6,017,133	7,579,406	-1,562,273	
Adjustment for Non-cash Revenue and Expenditure:				
Write Back Non Cash Items	1,968,024	1,968,024	0	
Adjust (Profit)/Loss on Asset Disposal	0	44,824	-44,824	
Net Operating Excluding Rates	2,408,678	923,682		
CAPITAL REVENUE				
Non-Operating Grants, Subsidies and Cont	1,397,922	1,081,322	316,600	√
Proceeds from asset disposals	4,956	334	4,622	√
Transfers from Reserves (Restricted Assets)	0	0	0	√
	1,402,878	1,081,656	321,222	
CAPITAL EXPENDITURE				
Capital Expenditure	457,334	1,207,006	-749,672	√
Repayment of Loans	16,200	32,492	-16,292	√
Transfers to Reserves (Restricted Assets)	9,665	83,843	-74,178	√
	483,199	1,323,341	-840,142	
Net Capital	919,679	(241,685)	1,161,364	
Total Net Operating + Capital	3,328,357	681,997	2,646,360	
Rates Revenue	27,150,693	27,093,676	57,017	
Restricted Cash Funds - Grants	0	0	0	
Opening Funding Surplus (Deficit)	2,589,920	2,589,920	0	
Closing Funding Surplus (Deficit)	33,068,970	30,365,593	2,703,377	

* √ Is higher than expected revenue or lower than expected expenditure

* X is lower than expected revenue and higher than expected Expenditure

7. CITY OF ALBANY – NET CURRENT ASSETS – AS AT 31 AUGUST 2012

	Actual 31-Aug-12	Actual 30-Jun-12
NET CURRENT ASSETS		
Composition of Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	13,742,205	10,207,312
Cash - Restricted	8,962,134	8,944,063
Receivables	28,202,332	3,081,904
Inventories	2,346,820	2,321,477
Total Current Assets	53,253,491	24,554,756
LESS: CURRENT LIABILITIES		
Payables and Provisions	5,205,826	6,996,311
	48,047,665	17,558,445
Less: Cash - Restricted - Trust	(1,003,696)	(1,005,353)
Less: Cash - Restricted - Reserves	(7,958,438)	(7,938,710)
NET CURRENT ASSET POSITION	39,085,531	8,614,382
NET CURRENT ASSETS PER BALANCE SHEET	46,329,552	15,791,415
Difference	7,244,021	7,177,033
Difference Represented by:		
Restricted Cash (Trust)	1,003,696	1,005,353
Reserve Funds - Financial Assets	182,510	182,510
Reserve Funds - Other	7,775,928	7,756,201
Self Supporting Loans (part of Receivables and Other)	-	(31,062)
	8,962,134	8,913,002
Less:		
Borrowings	770,406	786,606
Trust Liabilities	947,707	949,363
Difference	7,244,021	7,177,033

8. CITY OF ALBANY– STATEMENT OF FINANCIAL POSITION–AS AT 31 AUGUST 2012

	Actual 31-Aug-12	Actual 30-Jun-12
CURRENT ASSETS		
Cash - Municipal	13,742,205	10,207,312
Restricted cash (Trust)	1,003,696	1,005,353
Reserve Funds - Financial Assets	182,510	182,510
Reserve Funds - Other	7,775,928	7,756,201
Receivables & Other	28,202,332	3,050,842
Investment Land	1,681,028	1,681,028
Stock on hand	665,791	640,450
	53,253,490	24,523,695
CURRENT LIABILITIES		
Borrowings	770,406	786,606
Creditors prov - Annual leave & LSL	2,435,034	2,562,504
Trust Liabilities	947,707	949,363
Creditors prov & accruals	2,770,791	4,433,807
	6,923,938	8,732,281
NET CURRENT ASSETS	46,329,552	15,791,415
NON CURRENT ASSETS		
Receivables	12,989	46,211
Pensioners Deferred Rates	383,302	383,302
Investment Land	4,509,155	4,509,155
Property, Plant & Equip	78,095,895	78,230,138
Infrastructure Assets	181,071,825	182,448,273
Local Govt House Shares	19,501	19,501
	264,092,667	265,636,580
NON CURRENT LIABILITIES		
Borrowings	16,639,788	16,639,788
Creditors & Provisions	465,710	465,710
	17,105,498	17,105,498
NET ASSETS	293,316,721	264,322,496
EQUITY		
Accumulated Surplus	265,883,612	236,899,052
Reserves	8,658,475	8,648,810
Asset revaluation Reserve	18,774,634	18,774,634
	293,316,721	264,322,496

**9. STATEMENT OF COMPREHENSIVE INCOME (BY NATURE OR TYPE)
AS AT 31 AUGUST 2012**

Nature / Type	YTD Actual 2012/13	Budget-Total 2012/13	Actual 2011/12
INCOME			
Rates	27,150,693	27,107,022	25,643,895
Grants & Subsidies	23,023	2,732,950	4,887,130
Contributions. Reimb & Donations	75,835	373,610	622,381
Fees & Charges	6,269,082	14,432,869	13,421,334
Service Charges	0	0	322
Interest Earned	87,847	825,368	1,242,052
Other Revenue / Income	2,000	115,000	839,596
	33,608,480	45,586,819	46,656,710
EXPENDITURE			
Employee Costs	2,537,029	18,293,908	15,789,715
Utilities	171,354	1,729,483	1,910,194
Interest Expenses	(21,737)	909,431	1,046,166
Depreciation on noncurrent assets	1,968,024	11,812,900	11,591,183
Contracts & materials	1,256,340	14,259,030	12,200,593
Insurance expenses	0	722,187	587,694
Other Expenses	106,123	1,721,311	1,811,679
	6,017,133	49,448,250	44,937,226
Change in net assets from operations	27,591,347	(3,861,431)	1,719,484
Grants and Subsidies - non-operating	1,326,037	9,494,797	3,957,734
Contributions Reimbursements and Donations - non-operating	71,885	0	2,169,357
Profit/Loss on Asset Disposals	4,956	(269,049)	(18,345)
Cash Backing of Reserves	0	0	27,444
Fair value - Investments adjustment			0
	28,994,225	5,364,317	7,855,674

REFER DISCLAIMER

10. PORTFOLIO VALUATION – MARKET VALUE – AS AT 31 AUGUST 2012

Security	Maturity Date	Security Cost (Incl accrued interest)	Current Interest %	Market Value Jun-12	Market Value Jul-12	Market Value Aug-12	Latest Monthly Variation
MUNICIPAL ACCOUNT							
CBA	6/07/2012	2,000,000	4.70%	2,000,000			
CBA	8/08/2012	2,000,000	4.48%		2,000,000		
CBA	7/09/2012	2,000,000	4.50%			2,000,000	
NAB	31/07/2012	1,000,078	4.25%	1,000,078	1,000,078		
NAB	29/09/2012	1,000,078	3.15%			1,000,078	
ANZ	3/07/2012	3,000,000	4.00%	3,000,000			
ANZ	2/08/2012	3,000,000	4.00%		3,000,000		
ANZ	3/09/2012	1,000,000	4.00%			1,000,000	
BANKWEST	8/07/2012	2,000,000	4.45%	2,000,000			
BANKWEST	7/08/2012	2,000,000	4.20%		2,000,000		
BANKWEST	6/09/2012	2,000,000	4.20%			2,000,000	
				8,000,078	8,000,078	6,000,078	n/a
RESERVES ACCOUNT							
No funds currently invested							
				0	0	0	
COMMERCIAL SECURITIES - CDOs (New York Mellon)							
				0	0	0	n/a
Saphir (Endeavour) AAA	4/08/2011	413,160	9.10%	0	0	0	0
Zircon (Merimbula AA)	20/06/2013	502,450	8.87%	0	0	0	0
Zircon (Coolangatta AA)	20/09/2014	1,002,060	9.12%	0	0	0	0
Beryl (AAAGlobal Bank Note)	20/09/2014	200,376	8.42%	0	0	0	0
		2,118,046		0	0	0	0
COMMERCIAL SECURITIES - CDOs - Other							
Magnolia (Flinders AA)	20/03/2012	171,994	9.32%	0	0	0	0

REFER DISCLAIMER

Security	Maturity Date	Security Cost (Incl accrued interest)	Current Interest %	Market Value Jun-12	Market Value Jul-12	Market Value Aug-12	Latest Monthly Variation
Start (Blue Gum AA-)	22/06/2013	276,708	8.77%	0	0	0	0
Corsair (Kakadu AA)	20/03/2014	273,710	8.37%	68,750	68,750	68,750	0
Helium (C=Scarborough AA)	23/06/2014	602,244	8.77%	0	0	0	0
		1,324,656		68,750	68,750	68,750	0
PORTFOLIO TOTAL				8,068,828	8,068,828	6,068,828	0

11. FINANCIAL RATIOS - AS AT 31 AUGUST 2012

CITY OF ALBANY FINANCIAL RATIOS	30-Jun-11	30-Jun-12	31-Aug-12	Benchmark
Liquidity Ratios				
Current Ratio ¹	81.3%	200.2%	741.1%	>100%
Untied Cash to trade creditors Ratio ²	273.6%	427.4%	1443.0%	>100%
Financial Position Ratio				
Debt Ratio ³	9.8%	8.9%	7.6%	<100%
Debt Ratios				
Debt Service Ratio ⁴	9.0%	7.2%	0.0%	<10%
Gross Debt to Revenue Ratio ⁵	46.7%	30.2%	39.9%	<60%
Gross Debt to Economically Realisable Assets ⁶	22.6%	13.2%	10.3%	<30%
Coverage Ratio				
Rate Coverage Ratio ⁷	46.0%	57.3%	80.6%	>33%
Effectiveness Ratio				
Outstanding Rates Ratio ⁸	3.3%	3.0%	93.2%	<5%

1. This ratio focuses on the liquidity position of a local government.
2. This ratio provides an indication of whether a local government has sufficient unrestricted cash to pay its trade creditors.
3. The ratio is a measure of total liabilities to total assets or alternatively the number of times total liabilities are covered by the total assets of a local government. The lower the ratio of total liabilities to total assets, the stronger is the financial position of the local government.
4. This ratio measures a local government's ability to service debt (principal and interest) out of its available operating revenue.
5. This ratio measures a local government's ability to service debt in any given year out of total revenue.
6. This ratio provides a measure of whether a local government has sufficient realisable assets to cover its total borrowings.
7. The Coverage Ratio measures the local government's dependence on rate revenue to fund its operations. The higher the ratio, the less dependent a local government is on grants and external sources to fund its operations.
8. The Effectiveness Ratio measures the effectiveness of a local government with the collection of its rates. This is very high at the moment as rates have just been billed and the due date is not until 12th September 2012.

STATUTORY IMPLICATIONS

12. *Section 34 of the Local Government (Financial Management) Regulations 1996 provides:*
- I. A local government is to prepare each month a statement of financial activity reporting on the source and application of funds, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail –
 - a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - b) budget estimates to the end of the month to which the statement relates;
 - c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relate
 - d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - e) the net current assets at the end of the month to which the statement relates.
 - II. Each statement of financial activity is to be accompanied by documents containing –
 - a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - c) such other supporting information as is considered relevant by the local government.
 - III. The information in a statement of financial activity may be shown –
 - a) according to nature and type classification;
 - b) by program; or
 - c) by business unit
 - IV. A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.

FINANCIAL IMPLICATIONS *Expenditure for the period ending 31 August 2012 has been incurred in accordance with the 2012/13 proposed budget parameters. Details of any budget variation in excess of \$50,000 (year to date) follow. There are no other known events which may result in a material non recoverable financial loss or financial loss arising from an uninsured event.*

13. VARIANCES TO BUDGET IN EXCESS OF \$50,000 –

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY AS AT 31 AUGUST 2012

Comments/Reason for Variance

OPERATING REVENUE (EXCLUDING RATES)

OPERATING GRANTS & SUBSIDIES

Under Variance threshold.

FEES AND CHARGES

Under Variance threshold.

CONTRIBUTIONS, DONATIONS & REIMBURSEMENTS

Under Variance threshold.

INTEREST EARNINGS

Under Variance threshold.

OTHER REVENUE

Under Variance threshold.

OPERATING EXPENSES

EMPLOYEE COSTS

Employee costs under budget year-to-date, due to year end accrual of wages to 11/12 year. Some manager/supervisor positions not yet filled (currently at recruitment stage) in Community Services, and Works and Services. Employee provisions for long service leave and annual leave not yet processed for period to date. Once this is processed, the variation will reduce. This will be done at the end of each quarter.

MATERIAL AND CONTRACTS

No billing received for a number of service contracts for July and August, the biggest being the waste contract.

UTILITY CHARGES

Under Variance threshold.

INTEREST EXPENSES

Under Variance threshold.

INSURANCE EXPENSES

Budget timing issue. First instalment invoice received, but not yet allocated. Allocation across all business units will be done in September.

OTHER EXPENDITURE

Under Variance threshold.

DEPRECIATION (NON CURRENT ASSETS)

Under Variance threshold.

LOSS ON ASSET DISPOSAL

Under Variance threshold.

LESS ALLOCATED TO INFRASTRUCTURE

Under Variance threshold.

CAPITAL REVENUE

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Timing issue. Some road funding grants receipted to July, however budget timing was for receipts as allocated August to December.

PROCEEDS FROM DISPOSAL OF ASSETS

Under Variance threshold.

PROCEEDS FROM NEW LOANS

Under Variance threshold.

SELF-SUPPORTING LOAN PRINCIPAL

Under Variance threshold.

TRANSFER FROM RESERVES (RESTRICTED ASSETS)

Under Variance threshold.

CAPITAL EXPENSES

CAPITAL EXPENDITURE

Timing issue. Minimal capital projects commenced in July.

REPAYMENT OF LOANS

Under Variance threshold.

TRANSFER TO RESERVES (RESTRICTED ASSETS)

Only minor transfer to or from reserves to municipal funds done for this year.

OTHER ITEMS

RATE REVENUE

Actual rates billed higher than budgeted rates income. This is due to the timing difference between budget preparation of rates income (April) and actual billing (end of July). During that time period, some properties will change in the rates that are billed, for example, once a house is completed construction, the rates category changes, resulting in an increase in revenue.

OPENING FUNDING SURPLUS (DEFICIT)

Under Variance threshold.

POLICY IMPLICATIONS

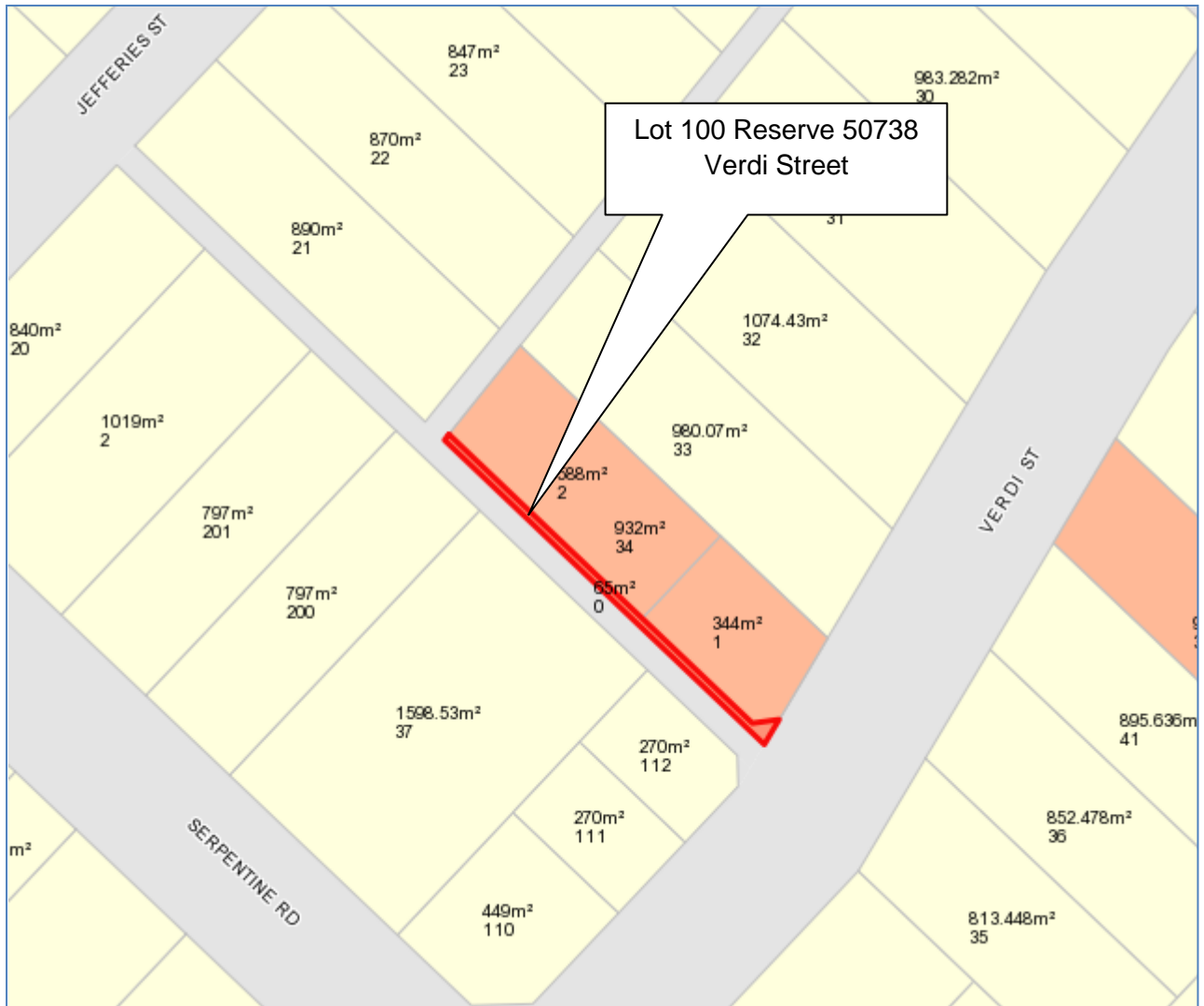
- 14. The City's 2012/13 Annual Budget provides a set of parameters that guides the City's financial practices.
- 15. The Investment of Surplus Funds Policy stipulates that the status and performance of the investment portfolio is to be reported monthly to Council.

File Number (Name of Ward)	FM.FIR.2 - All Wards
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**4.3: CANCELLATION OF RESERVE 50738 & DEDICATION AS A ROAD –
ADJOINING VERDI STREET RIGHT OF WAY**

Land Description : Lot 100 Reserve 50738 Verdi Street, Mt Melville
Proponent : City of Albany
Owner : Crown Land
Responsible Officer(s) : Executive Director Corporate Services (G Adams)

Maps and Diagrams:



IN BRIEF

- Council is requested to consider the cancellation of Reserve 50738 to allow its dedication as a public road, in line with the land tenure of the adjoining right of way. This land was ceded as road widening as part of the strata development of the adjoining property at 1 Verdi Street, however it has not been transferred to the management of the City. This land has been paved and kerbed, as part of the right of way, and is used as access for the strata units at 1 Verdi Street.

**ITEM 4.3: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council:

- i) **REQUESTS** under section 51 of the *Land Administration Act 1997* that the Minister for Lands cancels Reserve 50738 adjoining 1 Verdi Street, Mt Melville;
- ii) **REQUESTS** under section 56 of the *Land Administration Act 1997* that the Minister for Lands dedicate the land forming part of cancelled Reserve 50738 as a road;
- iii) **INDEMNIFIES** the Minister for Lands from any claims for compensation, as is required under Section 56 of the *Land Administration Act 1997*.

BACKGROUND

1. In 2009, the City of Albany supported the survey strata subdivision of 1 Verdi Street to create two lots of 344m² and 588m². The conditions of approval for this survey strata application required that the adjoining right of way be constructed and that a 1m strip of land be given up for the widening of the right of way. The right of way was to be used as the primary means of accessing the rear 588m² lot.
2. A condition of the survey strata approval required that the subdivider not commence construction works in the right of way until the land was dedicated to the City of Albany.
3. In 2010, the City supported further applications to construct three grouped dwellings at 1 Verdi Street and the subsequent survey strata titling of the proposed dwelling units. The construction of these dwellings and the survey strata of the three units are still in progress.
4. In July 2010, the City granted approval to the deposited plan to create two survey strata lots of 344m² and 588m² at 1 Verdi Street, including clearing all conditions of the subdivision approval. The deposited plan showed the land given up to widen the right of way as a separate lot and had a notation that the lot was to be vested in the Crown under section 152 of the *Planning and Development Act 2005*.
5. In June 2010, Council considered an item to dedicate the right of way between Verdi and Jeffries Streets as a public road. This land was held in freehold title by a deceased owner, however it had been used as a public thoroughfare by adjoining owners for a period of longer than 10 years. This action was supported by Council and the dedication action is complete, such that the right of way is now a public road.

DISCUSSION

6. The section 152 of the *Planning and Development Act 2005* refers to the vesting of land directly to the Crown when required as a condition of subdivision approval and states that the land will transferred to the Crown as a reserve, without any conveyance, transfer or payment of any fee.

****REFER DISCLAIMER****

7. The land titles for the two survey strata lots at 1 Verdi Street have now been created and the 1m right of way widening has been created as Reserve 50738. This Crown reserve is not under the management of the City.
8. It is considered an oversight that the land has been given up as a reserve under section 152 of the *Planning and Development Act 2005*, rather than it being shown as road widening on the deposited plan. In this case, the road widening would have been given up under section 168 of the *Planning and Development Act 2005* and would automatically have been dedicated as a public road.
9. While the subdivider has been required to construct the right of way, once complete, the right of way will be maintained by the City. It is therefore appropriate that all land that forms part of this right of way is under our control and management.
10. It is noted that the right of way has now been renamed to 'Nisus View'.

GOVERNMENT CONSULTATION

11. When it was discovered that the 1m right of way widening was not a dedicated road or vested in the City, advice was sought from the Department for Regional Development and Lands.
12. The Department has advised that the City has two options:
 - a. The City can agree to accept the Management Order for Reserve 50738; or
 - b. The reserve can be cancelled and the subject land then dedicated as a road. In this circumstance, the City must comply with section 56 of the *Land Administration Act 1997* and clause 8 of the *Land Administration Regulations 1998*.

As the remainder of the right of way is a dedicated road, it is recommended that the City pursue the cancellation of the reserve and the dedication of the land.

PUBLIC CONSULTATION / ENGAGEMENT

13. There is no legislative requirement to advertise this action for public comment. As it is a change in land tenure only and will not involve any substantial changes on site, it is not considered that public engagement is necessary.

STATUTORY IMPLICATIONS

14. Section 41 of the *Land Administration Act 1997* allows the Minister for Lands to reserve Crown land for one or more purposes in the public interest.
15. Section 46 of the *Land Administration Act 1997* allows the Minister for Lands to place the care, control and management of a reserve in a person or management body, subject to any conditions the Minister may specify.
16. Section 51 of the *Land Administration Act 1997* allows the Minister for Lands to cancel, change the purpose or amend the boundaries of a reserve.

REFER DISCLAIMER

17. Section 56 of the *Land Administration Act 1997* allows the Minister for Lands to dedicate land as a road, provided that the local government indemnifies the Minister against any claim for compensation.
18. Clause 8 of the *Land Administration Regulations 1998* specifies the requirements that must be observed and forwarded with any request to the Minister under section 56 of the *Land Administration Act 1997*.
19. Section 152 of the *Planning and Development Act 2005* states that where the Western Australian Planning Commission approves the subdivision of land subject to a portion of land being provided as a right of way, that land shall be vested in the Crown without any conveyance, transfer or payment of any fee. The Act states that any land vested under this section, shall be reserved under section 41 of the *Land Administration Act 1997*.
20. Section 168 of the *Planning and Development Act 2005* states that any land shown as a new road or as road widening on a diagram or plan of survey of a subdivision will be automatically dedicated as a road.

STRATEGIC IMPLICATIONS

21. This item relates directly to the following elements of the City of Albany Strategic Plan (2011-2021):

Key Focus Area*Organisational Performance***Community Priority***Policy and Procedures***Proposed Strategies***Develop clear processes and policies and ensure consistent, transparent application across the organisation.***POLICY IMPLICATIONS**

22. There are no policy implications relevant to this item.

RISK IDENTIFICATION & MITIGATION

23. The risk identification and categorisation relies on the City's Risk Management Framework:

Risk	Likelihood	Consequence	Risk Rating	Mitigation
<i>If Council does not seek the vesting or dedication of the land, it will remain as Crown land and the City has no legal right to maintain our assets in this right of way.</i>	<i>Possible</i>	<i>Moderate – Council assets will remain in land not under our control and management</i>	<i>Medium</i>	<i>Support the proposal to cancel the Reserve 50738 and dedicate the land as a public road.</i>

FINANCIAL IMPLICATIONS

24. The only possible financial implications with this action are fees associated with plan preparation and Landgate lodgement. This should not amount to more than \$500 and can be accommodated in the Land Acquisition budget allocation.

LEGAL IMPLICATIONS

25. This action will legitimise the use of the subject land as a right of way and allow the City rights to access and maintain this land in the future.

ALTERNATE OPTIONS

26. Council can:
- a. Seek the Management Order for Reserve 50738, however in this circumstance, the land will remain in a separate land title to the adjoining right of way; or
 - b. Request that the Minister for Lands cancels Reserve 50738 and dedicates the land as a public road, so that it is then merged with the adjoining right of way.

SUMMARY CONCLUSION

27. The right of way between Jeffries and Verdi Street is likely to be increasingly used as a secondary means of access by adjoining residents. It is appropriate that all land that forms part of this right of way is under the control and management of the City. The right of way widening given up as part of the development of 1 Verdi Street should have been ceded as a public road, however it was incorrectly given up as a Crown reserve. It is recommended that this oversight be rectified through the cancellation of the reserve and dedication of the land as a road.

Consulted References	:	Planning and Development Act 2005 Land Administration Act 1997 Land Administration Regulations 1998
File Number (Name of Ward)	:	1011-09
Previous Reference	:	OCM 15 June 2010 Item 15.2.2

4.4: CONTRACT C12010 - TENDER ACCEPTANCE FOR SUPPLY OF INFORMATION TECHNOLOGY INFRASTRUCTURE SUPPORT AND EQUIPMENT

Proponent : City of Albany
Business Entity Name : Ramped Technology and Saxxon IT Pty Ltd
Councillor Workstation : Tender Evaluation Assessment Information (Confidential)
Responsible Officer(s) : Executive Director Corporate Services (G. Adams)

IN BRIEF

- Acceptance of tender to establish a Panel of Suppliers for the Supply of Information Communication Technology (ICT) Infrastructure Support and Equipment.
- It is expected that over the duration of this tender there will be in excess of \$250,000 in purchases.

RECOMMENDATION

**ITEM 4.4: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT Council:

- (1) **ACCEPT** the Tenders submitted from Ramped Technology Pty Ltd and Saxxon IT Pty Ltd.
- (2) **NOTE** that both successful tenders will form a Panel of Suppliers for the supply of Information Communication Technology (ICT) Infrastructure, Support and Equipment for a period of three years with an additional year option and a further year if required.

BACKGROUND

1. To ensure appropriate, responsive and cost effective ICT support it is recommended that a Panel of Supplies is formed based on submitted tenders for a three-year period with an additional year option and a further year if required.
2. Based on a specific weighted selection criteria two suitable companies have been recommended for the provision of infrastructure support and hardware which include: Data storage systems, backup systems, firewall and security products to meet the City's current and future IT requirements.

3. The following specific product and services requirements were identified:
- Supply, implement, support and knowledge transfer of data storage systems, server based hardware, business continuity systems and backup hardware and applications.
 - Supply, implement, support and knowledge transfer of Virtualized Computer Systems.
 - Supply, implement, support and knowledge transfer of network security systems (firewall, anti-virus, IPS, audits).
 - Supply, implement, support and knowledge transfer of Microsoft Server environments, email and communication systems.
 - Assistance with the maintenance, installation and upgrades for City corporate systems/applications (eg SynergySoft)
 - The preferred tenderers shall be responsible for ensuring that appropriately trained and certified staff are available and have the skills and qualifications to meet the requirements.

DISCUSSION

4. It is imperative that the City's current virtualized computer systems, network architecture and data stores are properly supported and maintained. Without this support these systems would run inefficiently and begin to fail which would have a direct effect on the operational capability of the City's business functions.
5. Specialised support personnel are required to maintain specific areas of the network where it has been determined that it would be inefficient and costly to train the City's internal ICT staff due to training cost overheads and limited access to peer support.
6. Both Saxxon IT and Ramped Technology can be utilised to mitigate the risk of internal ICT resources being unavailable (i.e. leave and sickness) or where specific increased workload (i.e. Projects, disaster recovery) can be accommodated on a short term basis.
7. Both companies have historically demonstrated that they can provide responsive onsite and virtual support. Saxxon is able provide onsite support where required and Ramped Technology are a local business who has assisted the current ICT Team during period of staff unavailability.
8. Business critical system components (storage hardware, virtualized environments and data stores) are required to be serviced and maintained by suitably qualified and authorised vendors.
9. These systems must be serviced and purchased through official channel (accredited) partners to ensure warranty and certified support.

10. The City's tender document required the submission of a schedule of rates for labour and training based on the following criteria:
- Remote labour costs (Business Hours)
 - Remote labour costs (After Hours)
 - Onsite labour costs (Business Hours)
 - Onsite labour costs (After Hours)
 - Remote (dial-in/internet) training costs
 - Onsite (physical) training costs
 - On-call rate (ie To ensure availability at a particular time).
11. The following tender evaluation criteria and weightings were used to evaluate the submissions.

Criteria	% Weighting
Cost	30%
Experience with Local Government	10%
Certification, Training and Experience	25%
Vendor Relationships	20%
Training/Knowledge Transfer	15%
Total	100

12. Twenty nine copies of the tender documents were requested; at the close of the tender period three responses were received.
13. Three tenders were received and evaluated and were scored as follows:

Tenderer	Score
Saxxon I.T	548.56
Ramped Technology	504.78
Denver Technology	436.94

STRATEGIC IMPLICATIONS

14. This item relates directly to the following elements of the City of Albany Strategic Plan (2011-2021):
- **Key Focus Area;**
 - *Organisational Performance*
 - *Financial Management*
 - **Community Priority:** *Customer Service*
 - **Proposed Strategies :** *Reduce debt through careful financial management, prioritisation of expenditure*
15. This item directly relates to the following elements from the Council's adopted Information Technology Strategy:
- *Align the City's ICT platforms to those recommended by software suppliers provided that they are in line with market trends and have readily available ICT skill sets.*
 - *To maintain a consistent and common infrastructure comprising a reliable and effective desktop architecture to enable city staff to optimise their service delivery, productivity and efficiency.*

REFER DISCLAIMER

- *To catalogue, rationalise, prioritise and ensure that back up procedures and disaster recovery plans are in place for all corporate databases.*
- *To provide a multi server infrastructure that is robust, efficient and capable of expansion to capitalise on market opportunities.*
- *To formalise disaster recovery and contingency plans for all IT equipment, applications and data.*
- *To reduce the risk of failure/data corruption through the application of new software/hardware.*

POLICY IMPLICATIONS

16. Councils Policy “Purchasing Policy – Tenders and Quotes” and associated procedures apply to this item.
17. Tender Contract Procedure 4(1)(c). Evaluation Criteria.

RISK IDENTIFICATION & MITIGATION

18. The risk identification and categorisation relies on the City’s Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Computer system failure due to incorrect equipment purchased, untrained staff and/or lack of appropriate skills.</i>	<i>Almost certain</i>	<i>Severe</i>	<i>Extreme</i>	<i>Employ contractors with appropriate skill set and credentials.</i>
<i>Disaster Recovery site is required in an emergency but is inoperative due to lack of internal skills and/or available resources.</i>	<i>Unlikely</i>	<i>Severe</i>	<i>High</i>	<i>Employ contractors with appropriate skill set and credentials.</i>
<i>Internet or email server failure due to lack of appropriate maintenance.</i>	<i>Almost certain</i>	<i>Major</i>	<i>Extreme</i>	<i>Employ contractors with appropriate skill set and credentials.</i>

FINANCIAL IMPLICATIONS

19. This tender is for future support services and hardware.
20. It is estimated that in the current financial year there will be hardware purchases of approximately \$60,000 and service/consultant purchases of approximately \$140,000 as per the 2012/13 budget.

LEGAL IMPLICATIONS

21. The City is not bound to accept the lowest or any tender and has the right to accept any tender or part of any tender.

ALTERNATE OPTIONS

22. Council could choose not to award the tender and engage services on an adhoc basis; however this may expose the City to opportunistic pricing and non guaranteed responsiveness to resolve issues.

SUMMARY CONCLUSION

23. The City has undergone a competitive process in line with the relevant legislation and established policy resulting in a tender from two reputable suppliers under budget expectations.
24. Both submitted Tenders have historically provided ICT support services to the City of Albany.
25. Both tenders have demonstrated a reliable service, technical expertise and value for money.
26. Based on specific expertise and knowledge in specific fields, it is recommended that tender submissions are awarded and administered through the establishment of a Panel of Suppliers.

Consulted References	:	Council Policy – Purchasing (Tenders & Quotes) Council Policy – Buy Local (Regional Price Preference)
File Number (Name of Ward)	:	C12010
Previous Reference	:	OCM 24/03/2009 – item 12.2.1

4.5: LOTS 1-3 CHESTER PASS ROAD, LANGE – MAIN ROADS WA LAND REQUIREMENT FOR ROAD WIDENING

- Land Description** : Lots 1 – 3 Chester Pass Road, Lange
- Proponent** : Main Roads WA
- Owner** : City of Albany (freehold title)
- Attachments** : Land Requirement Plans (produced by Main Roads WA – Drawings 201201-091; 201201-093) Working Drawings
- Responsible Officer(s)** : Executive Director Corporate Services (G Adams)

Maps and Diagrams:



IN BRIEF

- Council is requested to consider the proposal by Main Roads WA to widen the intersection of Chester Pass Road and Mercer Road to create a left turn auxiliary lane. A resolution of Council is required to enact the road dedication provisions of the *Land Administration Act 1997*. It is noted that, in this circumstance, the land is held in freehold title by the City of Albany and compensation for the land taken must also be considered.
- Main Roads WA have advised that these works are required to improve the safety of this intersection, particularly for heavy vehicles entering onto Chester Pass Road. This improvement will be of benefit to the City, as the City is a primary user of this intersection for heavy vehicle turning, given the location of the depot on Mercer Road.

RECOMMENDATION

**ITEM 4.5: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council:

- i) **SUPPORTS** the proposal by Main Roads WA to acquire land from Lots 1 – 3 (inclusive) Chester Pass Road, Lange (as depicted in Drawings 201201-091; 201201-093) to allow the creation of a left turn auxiliary lane from Mercer Road onto Chester Pass Road, on the basis that Main Roads be requested to pay compensation to the City of \$10,000 for the taking of 832m² from the subject land, as is payable under Parts 9 and 10 under the *Land Administration Act 1997*;
- ii) **Subject to Main Roads WA consenting to pay the agreed compensation:**
 - a. **SUPPORTS** the action by Main Roads WA to seek approval of the Minister for Lands, under section 56 of the *Land Administration Act 1997*, to dedicate the land to be taken for road widening as a public road;
 - b. **INDEMNIFIES** the Minister for Lands, on behalf of Main Roads WA, from any claims for compensation, as is required under Section 56 of the *Land Administration Act 1997*;
 - c. **REQUIRES** that Main Roads WA indemnify the Council against all costs and charges, including any claims for compensation that may arise, associated with this dedication action; and
 - d. **APPROVES** the works occurring on site prior to finalisation of all matters concerning the land resumption and the creation of new land titles, with an expected start date after 22 October 2012.

BACKGROUND

Main Roads Proposal

1. Main Roads WA has sought Council's support to acquire land from Lots 1 – 3 (inclusive) Chester Pass Road to enable the construction of a left turn lane at the Chester Pass and Mercer Roads intersection. Main Roads have advised that the purpose of the widening is to accommodate a free flow left turn from Mercer Road entering onto Chester Pass Road and the works are scheduled for the summer of 2012/13.
2. Main Roads WA propose to resume the following land areas for road widening purposes:
 - a. Lot 1 Chester Pass Road – 603m²
 - b. Lots 2 and 3 Chester Pass Road – 229m²

This will be a total of 832m² being resumed from land that is held in freehold title by the City of Albany.

3. Main Roads WA has requested that Council provide an appropriate resolution for the road widening, in order to satisfy the requirements of the *Land Administration Act 1997*.
4. Main Roads WA has indicated that it will indemnify Council against all costs and charges that relate to the dedication action.

History of Land Use Considerations

5. These three lots held in freehold title by the City are developed as a public park. This park has a plaque that recognises Archibald Menzies, a Scottish naturalist who accompanied Captain George Vancouver on his visit to King George Sound in 1791. The park is listed on the City's Municipal Heritage Inventory "List of Natural Places" and there are a number of exotic tree species on the subject land.
6. Notwithstanding the historical associations of this park, the Council has considered the redevelopment of these lots for alternate uses on a number of occasions, as follows:
 - a. In 2004 Council considered a proposal by a private developer to purchase this land under private treaty. The item to Council recognised that the existing Rural zoning of the land was inappropriate and it would be better to rezone the land for mixed business uses. Council resolved at this time to sell the land for the market valuation of \$775,000. This resolution has not been acted upon;
 - b. In February 2009, Council supported the preparation of a business plan to develop a Day Hospital in the Brooks Garden Estate, which would include Archibald Menzies Gardens within the development area. This business plan did not proceed because the developer suspended the planning of the area in the wake of the global economic downturn;
 - c. In 2011, the adjoining landowner indicated a renewed interest in the concept of developing aged care accommodation with an associated medical facility on their site and expressed interest in utilising the adjoining City owned land (Lots 1 – 3 Chester Pass Road) as part of this development;

- d. A report was presented to the September 2011 Audit Committee to further discuss this renewed interest in the land and to consider the proposed development of a 120 bed frail aged accommodation facility, with an associated medical centre for day surgery, within the Brooks Garden Estate. Council, at its meeting held on 11 October 2011, supported the Audit Committee's recommendation, as follows:

“THAT in respect of Deposited Plan - D020956 and Lots (Lot 1 – 1710m2, Lot 2 – 1875m2, Lot 3 - 1872m2), Corner of Chester Pass and Mercer Roads, Lange WA 6330 adjoining land (Lot 1004 Viastra Drive Lange WA 6330) Council:

1. *Request the Chief Executive Officer to investigate possible issues relating to the land title of Lots 1, 2 and 3 (Deposited Plan - D020956) and possible covenants' over it.*
2. *Recommend the Chief Executive Officer commence negotiations with a possible proponent regarding a proposed development in the Brooks Garden Estate including possibly:*
 - a) *Preparing a scheme amendment document for Council's consideration to rezone Lots 1, 2 and 3 Chester Pass Road, Lange from the 'Rural' zone to 'Mixed Business' zone (with additional uses of medical centre and aged persons village);*
 - b) *Seeking an independent land valuation of City of Albany owned land (Deposited Plan - D020956 and Lots (Lot 1 – 1710m2, Lot 2 – 1875m2, Lot 3 - 1872m2); and*
 - c) *Subject to 2 (a) and (b), preparing a further report to a future ordinary Council meeting, advising Council of the benefits and risks of disposing of City of Albany owned lots, potentially through entering a private treaty with the adjoining land owner (Lot 1004), in accordance with the provisions of the Local Government Act 1995, Section 3.58 (3) & (4).”*

DISCUSSION

Historic Associations

7. Previous items to Council have recognised that this park is not a popular active or passive recreation area. It has been previously suggested that the City manages other natural bushland reserves that may more appropriately recognise Mr Menzie's contribution to Albany botany.
8. With regard to possible covenants over the title, it can now be confirmed that the land was purchased outright without restriction by the City. Lots 2 and 3 were purchased in 1968 and Lot 1 in 1985. The City paid for these land parcels and own them in freehold title. There are no encumbrances or covenants on these titles, other than a previous taking orders lodged by Main Roads WA for improvements to South Coast Highway (Chester Pass Road).

Planning Considerations

9. At present, this land is zoned Rural under Town Planning Scheme No 3 and it is currently shown as a Reserve for Parks and Recreation under the draft Local Planning Scheme No 1.
10. All of the previous items to Council regarding the potential to redevelop this land for commercial purposes, in conjunction with the adjoining private land, mentioned the need to initiate a scheme amendment to change the zoning of the three land parcels. The item to the September 2011 Audit Committee also discussed the potential to rezone this land as part of the finalisation of the draft Local Planning Scheme No 1.
11. The review of the structure planning for this area (the Catalina Central Planning Framework) is ongoing and the City is awaiting further advice from the owners of the adjoining land parcel on their future intentions. Notwithstanding, the City expects that the structure planning of this area to be further considered over the next 18 months. It is noted that further action on Council's October 2011 resolution was also held pending the advice of the adjoining developer on the current status of their proposal.
12. Concerns regarding the use of the subject land as Public Open Space have previously been brought to Council's attention, given the proximity of major roads that carry high traffic loads. In addition, it has been noted that some financial investment would be required to make this land a useable park. Given the land's location at the junction of two major roads, its use as parkland may not be maximising the development potential of this location.
13. Should Council consider the redevelopment of this land, it may be appropriate to seek the relocation of the Archibald Menzies plaque to a more suitable natural bushland area.

Proposed Works

14. The proposed widening of this intersection will facilitate the creation of a left turn auxiliary lane onto Chester Pass Road. These works are proposed because of the number of trucks using this intersection. It will provide a longer deceleration lane to the intersection, with a merge lane into Chester Pass Road.
15. Some concerns have been raised that these works will restrict access to the adjoining park, as Main Roads would not permit the construction of a crossover in the vicinity of the left turn auxiliary lane. In the discussion of these concerns, the potential to create an easement through the adjoining land to provide for access to the park was raised as an option. The landowner's consent would be required if this option is to be pursued.
16. While it is recognised that the works will restrict vehicle and pedestrian access to the parkland, the current configuration at this intersection also does not provide for safe access, particularly given that there is a road entry to Viastra Drive only 50m from the Chester Pass intersection. Even if the improvement works were not to proceed, the City's Works and Services are not likely to support a crossover to Lot 1 Chester Pass Road, given the traffic load and high use by heavy vehicles.

17. In terms of an easement through the adjoining land, there is an existing easement over the drainage sump on Lot 1004 Viastra Drive and it was mentioned that this could be expanded to accommodate access to the park.
18. While access to this land is important to consider, it is dependent upon its future use, which is currently under consideration as part of the structure planning of the area. Any access arrangements should be held pending the resolution of the future planning of this location.

Valuation

19. Under Part 9 and 10 of the *Land Administration Act 1997*, the City is due compensation for the land taken (being 832m²). Main Roads WA has not entered into any negotiations with the City in this regard and has not presented a valuation for the land. When the issue of compensation was raised with this agency, it was advised that it had been assumed that the land would be given up as a matter of good will to allow the improvement of this intersection.
20. Given the location of the depot along Mercer Road, the City would be a high user of the intersection and it is not recommended that the improvement works be discouraged. However, should the City consider the redevelopment of the park for commercial purposes, this would be a financial gain for the City. Any land lost through the resumption process may result in less income if the parkland is to be disposed through a future land sale to commercial developers.
21. It is difficult to estimate the valuation of the subject land, because it would need to be based on the current Rural zoning, rather than any future development potential. It is recommended that professional advice is required in this circumstance and it is usually standard practice for Main Roads, as the proponent of the land resumption, to obtain this valuation.
22. Main Roads WA has advised that they would like to commence works on the ground at the end of October 2012 and seek Council's support to undertake works prior to the finalisation of land matters. Should Council wish to pursue the option of a market value compensation, the proposed works will need to be deferred to allow these negotiations to occur.

GOVERNMENT CONSULTATION

23. The Department for Regional Development and Lands has previously confirmed that Main Roads WA does not have any power to comply with the provisions of Section 56 of the *Land Administration Act 1997* with respect to road dedication and the Council must do this on behalf of Main Roads WA. However, Main Roads WA is responsible for all of the consultation, costs and charges associated with this action.
24. No consultation with government agencies has occurred on this matter, however the road widening would be taken by way of the subdivision process administered by the Western Australian Planning Commission. As part of the process, relevant Government agencies are invited to comment.

PUBLIC CONSULTATION / ENGAGEMENT

25. No public consultation by the City of Albany is required on this proposal under the statutory provisions. Main Roads WA, as the body progressing the land acquisition and road widening processes, are responsible for all negotiations with affected landowners.

STATUTORY IMPLICATIONS

26. Section 56 of the *Land Administration Act 1997* allows the dedication of land as a road. In doing so, the Local Government must indemnify the Minister for Lands against any claim for compensation.
27. Section 168 of the *Land Administration Act 1997* sets the procedure for acquiring land for public works through a Taking by Agreement. Part 10 of the Act states that every person having an interest in land taken under the Act is entitled to compensation.
28. The creation of a road occurs through the subdivision process detailed under Part 10 of the *Planning and Development Act 2005*. Section 168 of this Act states all land shown as a new road or road widening on a diagram / plan of survey will be dedicated as a road.

STRATEGIC IMPLICATIONS

29. This item directly relates to the following elements of the City of Albany Strategic Plan 2011-2021:

Key Focus Area

Lifestyle and Environment

Community Priority

Road Improvements

Proposed Strategies

Advocate to Main Roads for more overpassing lanes on Albany Highway and improvements to South Coast Highway

POLICY IMPLICATIONS

30. There are no policy implications relevant to this item.

RISK IDENTIFICATION & MITIGATION

31. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Council does not approve Main Roads WA request to assist with the upgrade of the Mercer Road / Chester Pass Road intersection.</i>	<i>Possible</i>	<i>Moderate - The intersection will remain in its current condition.</i>	<i>Medium</i>	<i>Council supports Main Roads WA request and comply with the provisions of the Land Administration Act 1997. This includes the payment of appropriate compensation to the City, as the affected landowner.</i>

FINANCIAL IMPLICATIONS

32. All costs associated with the land acquisition, road widening, road dedication and any subsequent claims for compensation are to be borne by Main Roads WA, as the body progressing this matter.

33. In this circumstance, the landowner is the City of Albany, and as such, Main Roads WA should be making a compensation payment to the City for the taking of 832m² of land from Lots 1 – 3 Chester Pass Road. It is usually the proponent's responsibility to have a valuation of the land prepared in order to make an appropriate offer for the compensation payment. Main Roads have not yet undertaken this action.

34. It is considered that Council has the following options with regard to the payment of compensation for the taking of the subject land, as follows:

a. No compensation;

Council recognises that the upgrading of the intersection will be for the greater benefit of the whole community and does not seek a compensation payment for the resumption of 832m² from the adjoining land titles.

b. Nominal compensation; or

Council recognises that the upgrading of the intersection will be for the benefit of the whole community, however acknowledges that some of the actions resulting from the resumption may represent a cost to the City. This would include the preparation and lodgement of an access easement and the relocation of the Archibald Menzies plaque. It is estimated that an amount of \$10,000 would cover these costs.

c. Market value compensation.

Council recognises that the upgrading of the intersection will be for the benefit of the whole community, however the loss of 832m² from the adjoining land parcels may represent a significant loss of income for the City. In this regard, a valuation for the land to be resumed should be prepared at Main Roads expense.

LEGAL IMPLICATIONS

35. The widening of the Mercer Road / Chester Pass Road intersection will ensure that there is sufficient road reserve available to undertake the proposed works on land legitimately reserved for this purpose.

ALTERNATE OPTIONS

36. Council can:
- a) Decline the request and the intersection will remain as is;
 - b) Support the request to allow for the road widening, providing a nominal compensation amount to consider any future costs to the City for related actions (easement requirements; relocation of the Archibald Menzies plaque). If Main Roads WA agrees to this figure, the Council could support the works commencing in October 2012; or
 - c) Support the request to allow for the road widening, however require that further negotiations occur with Main Roads WA with respect to the compensation payable. In this circumstance, the works would need to be deferred to allow further negotiations to occur.

SUMMARY CONCLUSION

37. The proposed widening of the Mercer Road / Chester Pass Road intersection will be undertaken to facilitate the creation of a left turn auxiliary lane onto Chester Pass Road, improving the safety of this intersection and the flow of traffic onto Chester Pass Road.
38. Council's resolution is sought to comply with the provisions of the *Land Administration Act 1997* relative to the dedication of this land as a road reserve as Main Roads WA do not have any powers under this Act.
39. In this circumstance, the City is the owner of the affected land and is due compensation for the area to be resumed. Main Roads WA has not entered into negotiations in this regard.
40. While Council may support the works with no compensation payable or may seek compensation based on the market valuation for the land, it is recommended that to be fair to all concerned, that the City only seeks compensation to recover costs for any actions associated with this land resumption.
41. Should Main Roads agree to an amount of \$10,000 to cover the costs of lodging an access easement and to provide for possible future relocation of the Archibald Menzies plaque, it is recommended that the works commencing at the end of October 2012 could be supported.

Consulted References	:	<i>Land Administration Act 1997</i> <i>Planning and Development Act 2005</i>
File Number (Name of Ward)	:	RD.ACQ.1
Previous Reference	:	OCM 19/10/2004 Item 14.1.2 OCM 17/02/2009 Item 12.2.1 OCM 11/10/2011 Item 1.1.3

LAND REQUIRED FOR ROAD PURPOSES

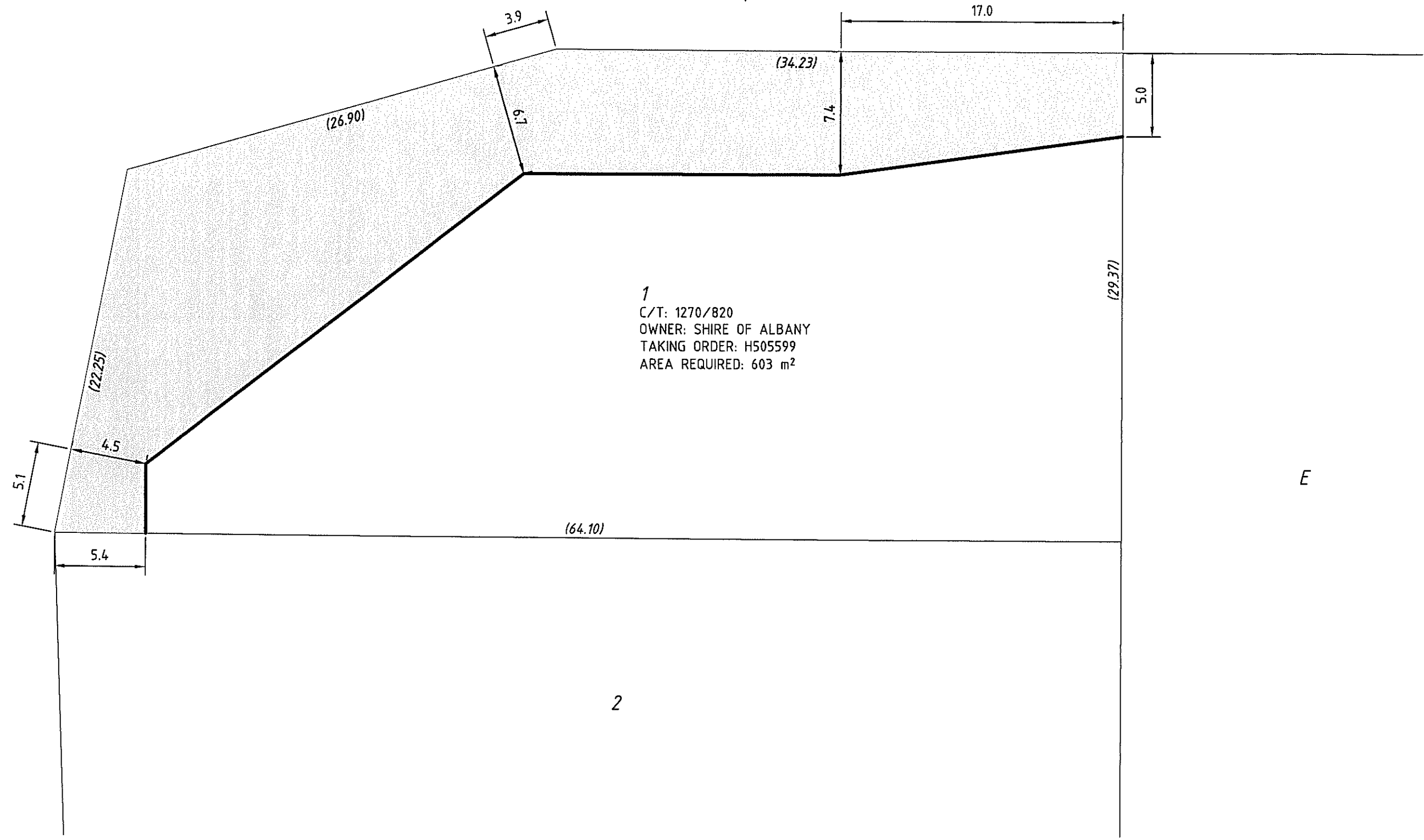
 BOUNDARY TO BE SURVEYED

 GRAPHIC PRESENTATION (ONLY) AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL.

H008
 HIGHWAY
 SOUTH
 COAST

MERCER

ROAD



1
 C/T: 1270/820
 OWNER: SHIRE OF ALBANY
 TAKING ORDER: H505599
 AREA REQUIRED: 603 m²

2

E

SCALE 1:250
 MICROFILM DATE
 A3

No.	DESCRIPTION	APPROVED & DATE	No.	DESCRIPTION	APPROVED & DATE
	AMENDMENTS			AMENDMENTS	

METADATA	
GROUND SURVEY STANDARD:	
DATE OF CAPTURE:	
MAPPING SURVEY STANDARD:	
DATE OF CAPTURE:	
MAIN ROADS PROJECT ZONE:	
HEIGHT DATUM:	

REGIONAL SERVICES DIRECTORATE
 GREAT SOUTHERN REGION
 CHESTERPASS RD ALBANY 6332
 Telephone 9892 0555 Fax 9841 8213

SOUTH COAST HWY - H008
 MERCER ROAD INTERSECTION
 2.20 SLK
 LAND REQUIREMENT PLAN
 LOT 1
 LOCAL AUTHORITY CITY OF ALBANY (302)

DESIGNED	S.NAD	VERIFIED	24/7/2012
DRAWN	MOL	APPROVED	25/7/12
FILE NUMBER	12/3984		
DRAWING NUMBER	201201-091		
AMENDMENT			

E

LAND REQUIRED FOR ROAD PURPOSES

BOUNDARY TO BE SURVEYED

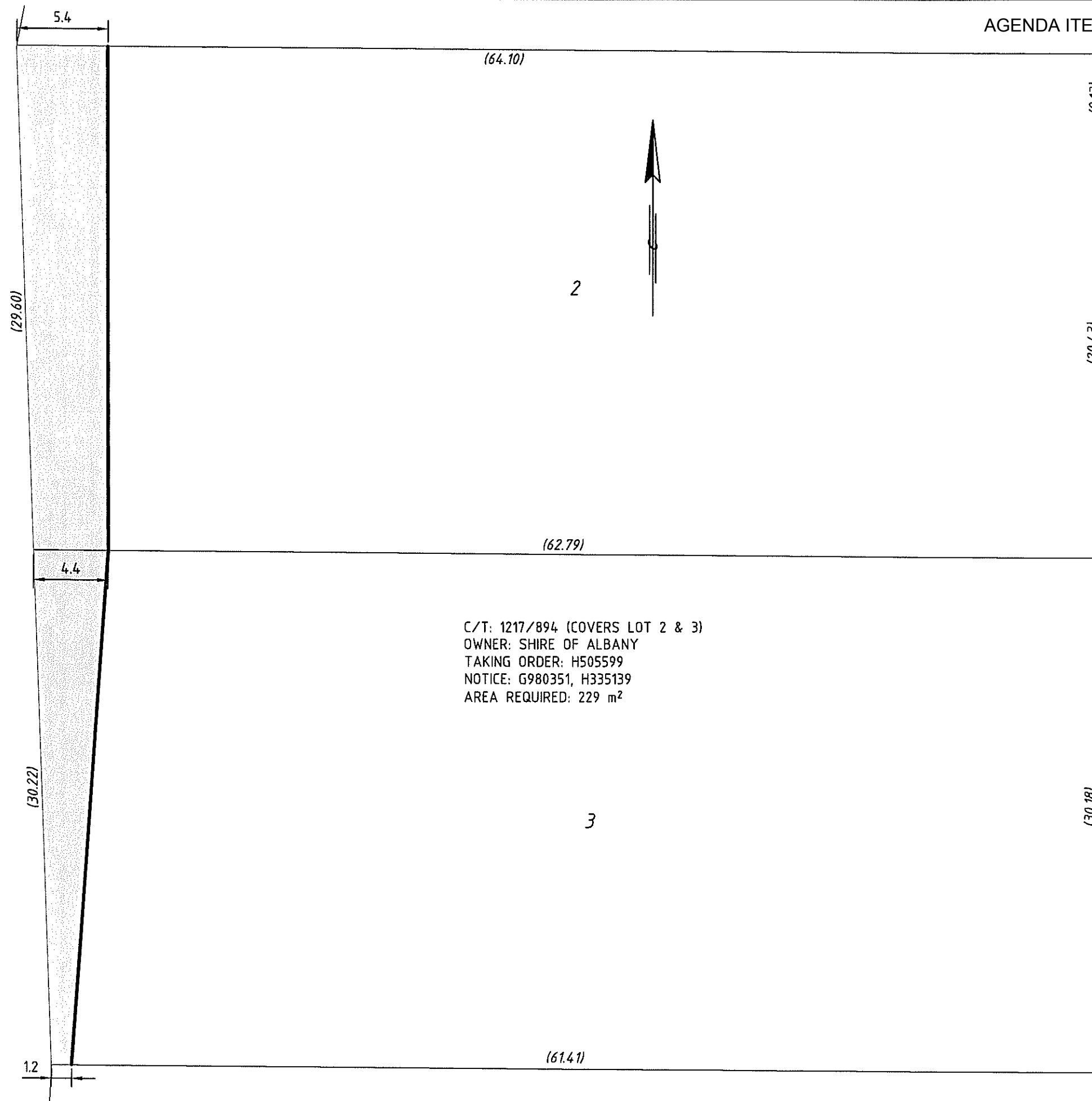
GRAPHIC PRESENTATION (ONLY) AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL.

H008

HIGHWAY

COAST

SOUTH



C/T: 1217/894 (COVERS LOT 2 & 3)
 OWNER: SHIRE OF ALBANY
 TAKING ORDER: H505599
 NOTICE: G980351, H335139
 AREA REQUIRED: 229 m²

1004

SCALE 1:250

DATE

A3

No.	DESCRIPTION	APPROVED & DATE	No.	DESCRIPTION	APPROVED & DATE
	AMENDMENTS			AMENDMENTS	

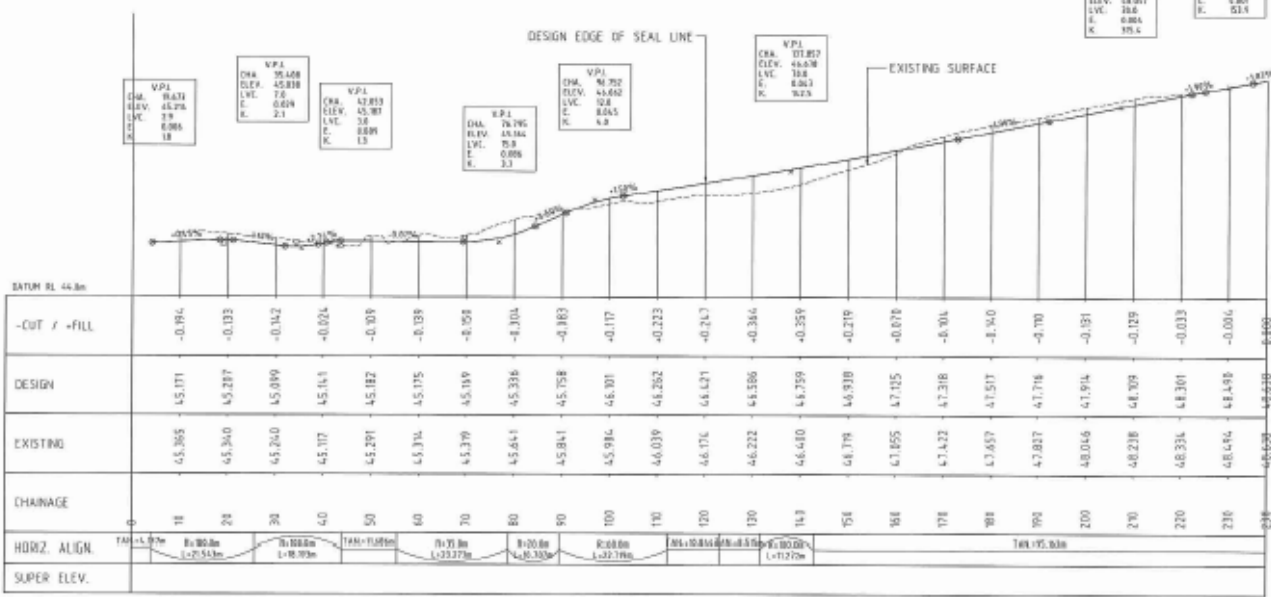
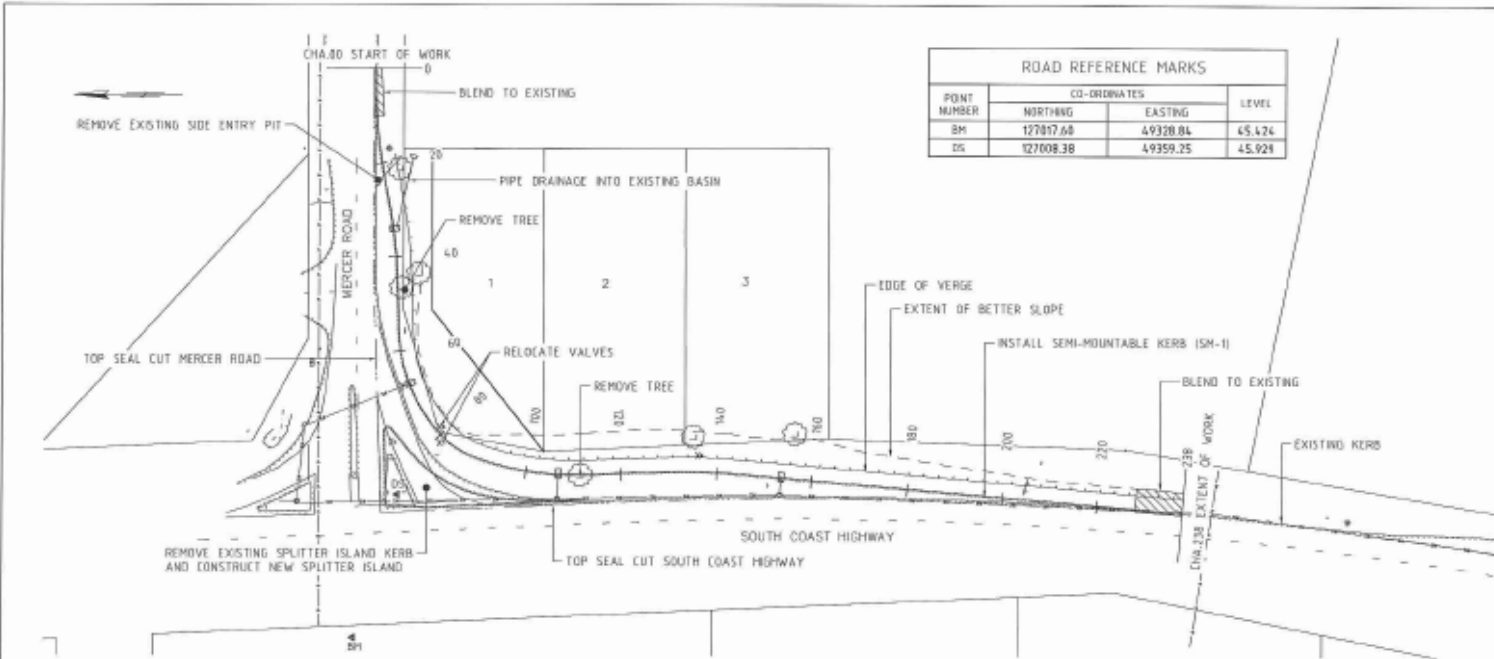
METADATA

GROUND SURVEY STANDARD:
 DATE OF CAPTURE:
 MAPPING SURVEY STANDARD:
 DATE OF CAPTURE:
 MAIN ROADS PROJECT ZONE:
 HEIGHT DATUM:

SOUTH COAST HWY - H008
 MERCER ROAD INTERSECTION
 2.20 SLK
 LAND REQUIREMENT PLAN
 LOT 2 & 3

LOCAL AUTHORITY CITY OF ALBANY (302)

DESIGNED	S.NAD	VERIFIED	<i>[Signature]</i> 07/7/2012
DRAWN	MDC	APPROVED	<i>[Signature]</i> 25/1/12
FILE NUMBER	12/3984		
DRAWING NUMBER	201201-093		
AMENDMENT			



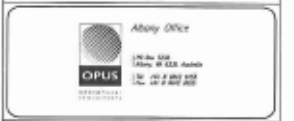
LONGITUDINAL SECTION - MERCER RETURN

AMENDMENTS		
NO.	DESCRIPTION	APPROVED DATE

- NOTES**
- SERVICE LOCATIONS ARE INDICATIVE.
 - FOR TYPICAL KERB DETAILS REFER TO DRG. 201201-097.
 - FOR DRAINAGE LAYOUT PLAN AND PIPED DRAINAGE SCHEDULE REFER TO DRG. 201201-090.

METADATA

GROUND SURVEY STANDARD
 DATE OF CAPTURE
 MAPPING SURVEY STANDARD
 DATE OF CAPTURE
 MAIN ROADS PROJECT ZONE: ALB94
 HEIGHT DATUM: AHD



mainroads
 WESTERN AUSTRALIA

REGIONAL SERVICES DIRECTORATE
 GREAT SOUTHERN REGION

Albany Office
 Telephone: 080 980 8555 Albany WA 6170
 Fax: 080 980 8710

FILE NUMBER: 12/3984
 DESIGNED / DRAWN: T. CURRAN
 CHECKED: [Signature]
 APPROVED: [Signature]

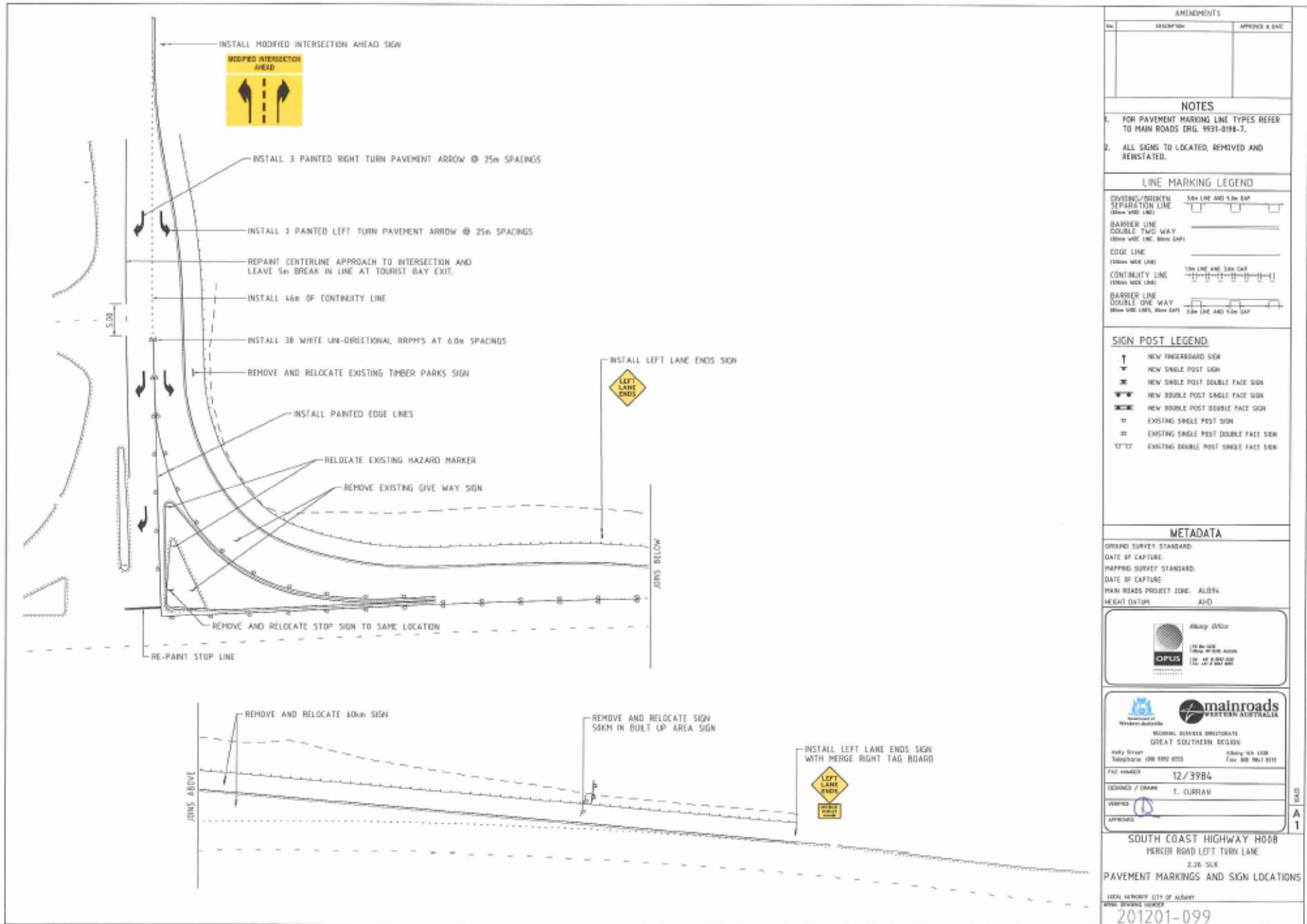
**SOUTH COAST HIGHWAY H008
 MERCER ROAD LEFT TURN LANE
 2.26 SLK
 PLAN PROFILE**

MERCER ROAD AND SOUTH COAST HIGHWAY

LOCAL AUTHORITY: CITY OF ALBANY
 LOCAL ENGINEER: [Signature]

201201-095

A 1



AMENDMENTS	
NO.	DESCRIPTION

NOTES

- FOR PAVEMENT MARKING LINE TYPES REFER TO MAIN ROADS DRG. 9931-0198-7.
- ALL SIGNS TO BE LOCATED, REMOVED AND REINSTATED.

LINE MARKING LEGEND

DRIVING/PROXIMITY SEPARATION LINE (100mm WIDE LINE)	30m LINE AND 0.5m GAP
BARRIER LINE DOUBLE TWO WAY (100mm WIDE LINE, 100mm GAPS)	
EDGE LINE (100mm WIDE LINE)	15m LINE AND 3.0m GAP
CONTINUITY LINE (100mm WIDE LINE)	
BARRIER LINE DOUBLE ONE WAY (100mm WIDE LINE, 100mm GAPS)	3.0m LINE AND 0.5m GAP

SIGN POST LEGEND

↑	NEW FINGERBOARD SIGN
↓	NEW SINGLE POST SIGN
↕	NEW SINGLE POST DOUBLE FACE SIGN
↔	NEW DOUBLE POST SINGLE FACE SIGN
↔↔	NEW DOUBLE POST DOUBLE FACE SIGN
↑	EXISTING SINGLE POST SIGN
↕	EXISTING SINGLE POST DOUBLE FACE SIGN
↔↔	EXISTING DOUBLE POST SINGLE FACE SIGN

METADATA

GROUND SURVEY STANDARD:
DATE OF CAPTURE:
MAPPING SURVEY STANDARD:
DATE OF CAPTURE:
MAIN ROADS PROJECT ZONE: ALBANY
HEIGHT DATUM: AHD

Albany OTC

OPUS

120 Mt St
Albany, WA 6170, Australia
Tel: +61 8 9407 6000
Fax: +61 8 9407 6001

Government of Western Australia

mainroads
WESTERN AUSTRALIA

ROADS SERVICE DIRECTORATE
GREAT SOUTHERN REGION

Willy Street
Telephone: (08) 9402 8255 Albany WA 6150
Fax: (08) 9401 8111

FILE NUMBER: 12/3984
DESIGNED / DRAWN: T. CURRAN
VERIFIED: [Signature]
APPROVED: [Signature]

**SOUTH COAST HIGHWAY H008
MERCER ROAD LEFT TURN LANE**

2.26 SKL

PAVEMENT MARKINGS AND SIGN LOCATIONS

LOCAL AUTHORITY: CITY OF ALBANY
PROJECT NUMBER: 201201-099

A 1

**4.6: ADOPTION OF THE BUDGET REVIEW FOR THE PERIOD ENDING
31 AUGUST 2012**

Attachments : Budget Review for the period ending 31/08/2012 (to be provided prior to OCM)
Responsible Officer : Executive Director Corporate Services (G Adams)

IN BRIEF

- Adoption of the Budget Review for the period ending 31/08/2012.

**ITEM 4.6: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT Council ADOPT the Budget Review for the period ending 31/08/2012.

BACKGROUND

1. Council adopted the 2012/2013 Budget on 19 June 2012 (total budget of \$75.7M comprising \$24.4M capital works, \$1.6M debt reduction and \$49.7M in operating expenditure).
2. Local governments are required to conduct a budget review between 1 January and 31 March each financial year which is a requirement covered by regulation 33A of the Local Government (Financial Management) Regulations 1996. The Department recommends a review of the budget early in the financial year to amend carry forward projects from forecast to actual. This review is for the period ending 31 August 2012 and will be followed by a proposed further review for the period ending 31 January 2013. Budget adjustments of an urgent nature will be brought to a Council Meeting as an item to be discussed when required and actioned outside of these reviews.
3. The Audit Committee met on 24 September 2012 and considered this Budget Review of the 2012-13 Budget for the period ending 31/08/2012.

DISCUSSION

4. This Budget Review identifies expenditure of \$5,637,480 for general works, variations and new projects.
5. Funding of \$5,698,686 inclusive of reduction in expenditures, adjustment of grant funding, additional revenue, reserve funding and increase in opening funds has been identified in this review to maintain a surplus budget.
6. This budget review shows the 2012-13 budget in a surplus position of \$61,206.
7. A copy of the Budget Review for the period ending 31 August 2012 is attached.

GOVERNMENT CONSULTATION

8. City of Albany Executives, Managers and Officers with budget responsibility were consulted in the preparation of the Budget Review.

PUBLIC CONSULTATION / ENGAGEMENT

9. Nil

STATUTORY IMPLICATIONS

10. Under the *Local Government Act 1995*, Section 6.8, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:
- is incurred in a financial year before the adoption of the annual budget by the local government
 - is authorised in advance by a resolution (absolute majority required) or
 - is authorised in advance by the mayor in an emergency.

STRATEGIC IMPLICATIONS

11. This item relates directly to the following elements of the City of Albany Strategic Plan (2011-2021 *Community Vision*):

Key Focus Area

Organisational Performance

Community Priority

Financial Management

Proposed Strategies

Reduce debt through careful financial management, prioritisation of expenditure and investments in secure portfolios.

POLICY IMPLICATIONS

12. Nil

RISK IDENTIFICATION & MITIGATION

Risk	Likelihood	Consequence	Risk Rating	Mitigation
<i>Council does not approve the Budget Review</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>The existing Annual Budget would apply and proposed amendments would not apply.</i>

FINANCIAL IMPLICATIONS

13. A summary of the proposed 2012-13 Budget Review for the period ending 31 August 2012 follows:

BUDGET REVIEW FOR THE PERIOD ENDING 31 AUGUST 2012

This Review Maintains Council's Budget in a Surplus Position

	\$
GENERAL WORKS/VARIATIONS. (Additional Funds Required)	(5,637,480)
FUNDED BY	
- Adjustment to opening funds from forecast to actual 30 June 12	383,880
- Carry Forward Adjustment From 2011/12 Financial Year	236,620
- Reduction in Expenditure	1,302,877
- Adjustment in Grant Funding	3,289,611
- Adjustment in Revenue	385,698
- Restricted Cash	<u>100,000</u> <u>5,698,686</u>
Balance	<u>61,206</u>

LEGAL IMPLICATIONS

14. Nil

ALTERNATE OPTIONS

15. Adopt the Budget Review for the period ending 31 August 2012 with amendments (as specified by Council).

SUMMARY CONCLUSION

16. Nil

Consulted References	Adopted Budget 2012-13 <i>Local Government Act 1995</i>
File Number (Name of Ward)	FM.BUG.2
Previous Reference	• Annual Budget – Special Council Meeting 19 th June 2012

**5.1: CONTRACT C11024 – PANEL OF SUPPLIERS – CONSTRUCTION
PLANT & EQUIPMENT**

Proponent : City of Albany
Responsible Officer(s) : Executive Director Works & Services (S Grimmer)

Maps and Diagrams:

Nil

IN BRIEF

- Tender to appoint preferred contractors to “wet” hire construction plant and equipment;
- For each item the highest weighted tenderer will be the default contractor with subsequent tenderers (in order) approached when default contractor not available.

RECOMMENDATION

**ITEM 5.1: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT Council:

1. **AWARD the Panel of Suppliers – Construction Plant & Equipment, Contract C11024 to the following Suppliers:**
 - Albany Industrial Services for acceptance of the tendered rates
 - AD Contractors for acceptance of the tendered rates
 - Palmer Earthmoving Pty Ltd for acceptance of the tendered rates
 - Great Southern Sands for acceptance of the tendered rates
 - Grocott Transport for acceptance of the tendered rates
 - Albany Bobcat Services for acceptance of the tendered rates
2. **Condition:**
Allocations of work are assigned to the highest weighted tenderer in each equipment classification, and should the equipment not be available as required, the next highest weighted tenderer be approached.

BACKGROUND

1. The City of Albany is seeking to establish a “Panel of Suppliers” for the supply of construction plant and equipment to augment the City of Albany’s current machinery base during peak construction and maintenance periods.
2. This Panel of Suppliers shall consist of Contractors prepared to “wet” hire construction plant and equipment to the City of Albany. The term “wet” hire refers to the hire of equipment with an operator - all daily operational and maintenance costs are the contractor’s responsibility.
3. This Panel shall be Council’s preferred suppliers and requests for hire of equipment and operators shall be directed to members of this Panel before all others.

DISCUSSION

4. A total of twenty four tender documents were downloaded from the City of Albany website.
5. Tenders were asked to provide hire rates for items of plant, with an operator supplied. These preferred suppliers will be used on an 'as and when' required basis with no guarantee of the amount of work required by the City of Albany
6. The tender documents included tender evaluation criteria using the weighted attribute method. This method scores the evaluation criteria and weights their importance to determine an overall point score for each tender. The criteria are tabled below:

Criteria	% Weight
Cost	60
Technical Compliance & Experience	10
Age of Equipment	5
Mechanical Condition of Equipment	5
Reliability of Contractor & Resources	20
Total	100

7. Tenderers were required to submit rates per hour, as well as standby rates and mobilisation/demobilisation rates.
8. For the purposes of the cost assessment the allocations of working and standby times comprising the standard 40 hour evaluation week have been set at 38hrs working and 2 hours stand-by, with 2 occurrences of mobilisation/demobilisation
9. Six completed tender documents were submitted on or before the stipulated closing date and time. The following table summarises the tenderers and overall evaluation scores applicable to each category of plant. The hourly rates for the hire, stand by and mobilisation have not been included in the table as these are "commercial in confidence", and will not be made publically available.

Small Excavator

TENDERER	EQUIPMENT	SCORE
Great Southern Sands	Komatsu PC 30-2	583.60
AD Contractors	Cat 3	476.40

Medium Excavator – CCF Class 15

TENDERER	EQUIPMENT	SCORE
Great Southern Sands	Volvo ECR88	634.40
Palmer Earthmoving	Cat 318B	415.60

Medium Excavator – CCF Class 20

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	Hitachi ZX230/Komatsu PC220	621.40
Great Southern Sands	Volvo EC210C	564.40
AD Contractors	CAT 320L/320D	529.20
Palmer Earthmoving	CAT 322CL	339.40

REFER DISCLAIMER

Dozer – CCF Class 25

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	KomatsuD85	662.20
Great Southern Sands	Volvo EC240B	611.60
AD Contractors	CAT D6D	311.80

Dozer – CCF Class 30

TENDERER	EQUIPMENT	SCORE
Great Southern Sands	CAT D7R	602.00
AD Contractors	CAT D7H	521.80
Palmer Earthmoving	CAT D8R	461.20

Dozer – CCF Class 40

TENDERER	EQUIPMENT	SCORE
AD Contractors	CAT D8N	611.20
Great Southern Sands	Komatsu 275	538.40
Palmer Earthmoving	CAT D9R	435.40

Wheel Loader

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	Komatsu WA 180	683.20
AD Contractors	CAT 924	530.40
Great Southern Sands	CAT 924G	491.60
Palmer Earthmoving	CAT 930H	424.20

Backhoe Loader

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	JCB 3CX	636.40
AD Contractors	CAT 432	433.60

Grader

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	CAT 12G/Cat 130G	659.80
Great Southern Sands	CAT 12M	549.20
AD Contractors	CAT 12H	537.40
Great Southern Sands	CAT 12H	486.40
Palmer Earthmoving	CAT 12M	287.40

Vibrating Roller

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	Ingersoll Rand/Hamm HD12	630.40
Great Southern Sands	Bomag BW211-4	578.00
AD Contractors	CAT 563C/CAT 563D	490.20
Palmer Earthmoving	CAT CS56	386.40

REFER DISCLAIMER

Multi Tyre Roller

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	Dynapac CP132	620.80
Great Southern Sands	Multipac VP200	596.60
Palmer Earthmoving	Multipac VP2400	367.60

Padfoot Roller

TENDERER	EQUIPMENT	SCORE
Great Southern Sands	CAT 563	629.80
AD Contractors	CAT 563E	546.60
Palmer Earthmoving	Dynapac CA252	418.60

Skid Steer

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	CAT226B/Ingersoll Rand	646.60
Albany Bobcat Services	Toyota SDK8	547.60
Palmer Earthmoving	CAT 257B3	456.00
AD Contractors	CAT 247B	418.80

Low Loader

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	Truck/Trailer	668.80
AD Contractors	Nissan Prime Mover/Trailer	600.60
Palmer Earthmoving	Scania Prime Mover/Low Loader	345.60

Truck – Semi Tipper

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	Nissan UD	651.60
AD Contractors	Nissan CW445 – several	562.80
Great Southern Sands	Nissan UD	536.60
Palmer Earthmoving	Volvo FM12	467.80
Grocott Transport	Volvo FH	446.20

Truck - Tandem

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	Nissan UD	667.60
Great Southern Sands	Nissan UD	530.00
AD Contractors	Nissan 6 Wheelers – several	463.00
Palmer Earthmoving	Nissan UD	459.40

Water Truck

TENDERER	EQUIPMENT	SCORE
Albany Industrial Services	International – 12,000ltrs	650.80
Great Southern Sands	Mercedes	556.40
AD Contractors	Nissan/Stirling – several	520.00
Palmer Earthmoving	Iveco – 13,000ltrs	392.80

****REFER DISCLAIMER****

10. Should there be a requirement for other equipment not on the preferred supplier listing, then the normal procedure for quoting out for these services will apply.
11. In practice it is often the case that equipment ordered from a recommended successful supplier is often not available due to it being allocated to another contractor or is working on another site. It is then standard practice to approach another supplier who has the same or equivalent equipment to supply the equipment, even though this second supplier is not the highest weighted tenderer. It would therefore be recommended that more than one tenderer be approved per item of equipment in order to satisfy the operational requirements of the Works Department.
12. In these cases, the highest weighted tenderer would be the default contractor, with subsequent contractors being approached only if the required equipment is not available from the highest tenderer when required

GOVERNMENT CONSULTATION

13. Nil.

PUBLIC CONSULTATION / ENGAGEMENT

14. A request for tenders was published in the West Australian on 25 July 2012 and the Great Southern Weekender on 26 July 2012

STATUTORY IMPLICATIONS

15. Regulation 11 of the Local Government (Functions and General) Regulations 1996 (Regulations) requires Council to publicly tender if the contract is, or is expected to be, more, or worth more, than \$100,000.
16. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
17. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision

STRATEGIC IMPLICATIONS

18. This item directly relates to the following elements of the 2011 City of Albany Strategic Plan:

Key Focus Area

Lifestyle and Environment

Community Priority

A built environment for active lifestyles

Key Focus Area

Lifestyle and Environment

Community Priority

Road improvement

POLICY IMPLICATIONS

19. The City of Albany Tender Policy and Regional Price Preference Policy are applicable to this item

RISK IDENTIFICATION & MITIGATION

20. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Non compliance with contract or business failure</i>	<i>Unlikely</i>	<i>Medium</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods & services</i>

FINANCIAL IMPLICATIONS

21. The expected value of plant hire in the 2012/13 financial year could be in excess of \$250,000 and therefore the approval is referred to Council for consideration.
22. Tenderers were required to provide a schedule of rates for their services, including a standby rate and mobilisation / demobilisation rates. The supply of hire of construction equipment is budgeted for in the capital works and maintenance budgets. The tendered prices are within those allocations.

LEGAL IMPLICATIONS

23. Nil

ALTERNATE OPTIONS

24. Council is not bound to accept the lowest or any tender and can accept or reject the tenders as submitted.

SUMMARY CONCLUSION

25. The City has undergone a competitive process in line with the relevant legislation and established policies. All the contractors that submitted tenders have provided construction plant and equipment to Council previously. To date, the quality of service has been acceptable to Council.

Consulted References	:	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing (Tenders & Quotes) Council Policy – Buy Local (Regional Price Preference)
File Number (Name of Ward)	:	C11024
Previous Reference	:	

5.2: QUOTATION – SUPPLY AND DELIVERY OF GRADER

Proponent : City of Albany
Responsible Officer(s) : Executive Director Works & Services (S Grimmer)

Maps and Diagrams:

Nil

IN BRIEF

- Replacement grader for machine that is 12 years old, has 10,500 hours on the clock and its becoming increasingly expensive to maintain.

RECOMMENDATION

ITEM 5.2: RESPONSIBLE OFFICER RECOMMENDATION VOTING REQUIREMENT: ABSOLUTE MAJORITY

THAT Council ACCEPT the Tender from Westrac Pty Ltd for the purchase and delivery of a maintenance grader.

BACKGROUND

1. Council at its meeting held on 18 June 2002, adopted the Asset Replacement Program – Plant. This strategy predicted replacement times for Council's plant and equipment over a ten year life cycle.
2. In line with budget preparations for new financial years, this strategy is reviewed, amended and updated to determine long term requirements, optimal replacement times and maintenance of each individual item of plant in line with industry benchmarks and best practice methodology.
3. A further revised draft Asset Management Plan – Fleet and Plant went out for public consultation in February and March 2011, however this management plan was not subsequently adopted by Council.
4. WALGA has established a number of Preferred Supply Contracts for plant and equipment and have established a Preferred Supplier Panel for the Supply and Delivery of Plant and Equipment. All Local Governments in Western Australia can access these contracts without going to tender.

DISCUSSION

5. Quotations were sent to three suppliers listed on the WALGA Preferred Supplier Panel that were able to supply and deliver a grader suitable for maintenance grading to Council.
6. The following table summarises the tenderers and overall evaluation scores applicable to the submissions. One submission was not received as the company failed to submit their tender by the close of the quotation period.

	Total Evaluation Score
Westrac Pty Ltd	622.43
CJD Equipment	491.18

7. The tender documents included tender evaluation criteria using the weighted attribute method. This method scores the evaluation criteria and weights their importance to determine an overall point score for each tender. The criteria are tabled below:

Criteria	% Weight
Cost	50
Technical Compliance and Operational Suitability	40
Reliability	10
Total	100

8. It is best practice in both private and government industries to replace plant and equipment at an identified optimum replacement point. The optimum replacement point in the life of the machine is when the depreciation slows and the repairs and maintenance costs increase substantially.
9. The Plant Replacement Strategy was suspended in 2008 and re-instated after a two year absence. The maintenance grader that is currently under discussion with the purchase of this replacement grader is over 12 ½ years old and has in excess of 10,500 machine hours. The financial liability to Council of this machine, if not replaced, could be in excess of \$40,000 for repairs as major components wear.
10. Should Council choose to delay the replacement of this grader for a further twelve month period, the financial risk to Council to continue to maintain this machine increases exponentially.
11. Resale prices for this grader will continue to decline if Council chooses not to dispose of this item of plant this financial year. The resale market is very volatile and purchasers of used equipment will not pay premium prices for used equipment if they are aware that re-conditioning costs of the machine will outweigh the value.
12. The warranty on the new machine is for 60 months or 6000 hours. This will further reduce the financial burden on Council. Further cost savings in fuel will also be realised due to the Caterpillar engines meeting or exceeding US Tier 3 and European Union Stage IIIa emissions control standards – thereby much more fuel efficient than machines currently in use by Council
13. On the basis of the total evaluation score the submission from Westrac Pty Ltd was considered to be the most advantageous offer to Council.

GOVERNMENT CONSULTATION

14. Nil.

PUBLIC CONSULTATION / ENGAGEMENT

15. Nil.

STATUTORY IMPLICATIONS

16. Provided for under the Local Government (Function and General) Regulations which provides a tender exemption to WALGA's Preferred Supplier Contracts.

STRATEGIC IMPLICATIONS

17. This item directly relates to the following elements of the 2011 City of Albany Strategic Plan:

Key Focus Area
Sustainability and Development

Community Priority
Road improvements

POLICY IMPLICATIONS

18. The City of Albany Tender and Quotation Policy is applicable to this item

RISK IDENTIFICATION & MITIGATION

19. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Non compliance with contract or business failure</i>	<i>Unlikely</i>	<i>Medium</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods & services</i>

FINANCIAL IMPLICATIONS

20. The value of this tender is in excess of \$250,000 and therefore the approval is referred to Council for consideration.
21. The purchase price of \$310,000 (exc. GST) will be funded from the Plant Replacement Reserve and was included in the budget for the 2012/2013 financial year.

LEGAL IMPLICATIONS

22. Nil

ALTERNATE OPTIONS

23. Council is not bound to accept the lowest or any tender and can accept or reject the tenders as submitted.

SUMMARY CONCLUSION

24. On reviewing the submissions, the evaluation team assessed the submission from Westrac Pty Ltd as providing the most advantageous offer for the delivery of a grader.

****REFER DISCLAIMER****

Consulted References	:	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing (Tenders & Quotes)
File Number (Name of Ward)	:	P12013 - WALGA
Previous Reference	:	OCM 18/06/02 - Item 13.2.6 OCM 15/02/11 - Item 3.3

5.3: CONTRACT C12019 – LOWER DENMARK ROAD STAGE 3 (SLK 14.65 – 18.20) RECONSTRUCTION

Land Description : Lower Denmark Road, West Ward
Proponent : City of Albany
Owner : City of Albany
Responsible Officer(s) : Executive Director Works & Services (S. Grimmer)

Maps and Diagrams:



IN BRIEF

- Tender award for construction of a significant portion of Lower Denmark Road to the west of Elleker;
- Five complying tenders received with Great Southern Sands the recommended contractor;
- Works scheduled for completion by the end of April 2013.

RECOMMENDATION

**ITEM 5.3: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

That Council ACCEPT the Tender from Great Southern Sands and award contract C12019 Lower Denmark Road Stage 3 (SLK 14.65 – 18.20) Reconstruction

BACKGROUND

1. Lower Denmark Rd has been upgraded in stages to modern road standards since 2002. This stage is 3.55km long to the west of Elleker. The road is to be widened and the existing pavement reconstructed.
2. Design, specification and contract documentation has been prepared by external consultants to the stage of "Issue for Tender". The tender was from 15th August 2012 to 5th September 2012.
3. The City of Albany will act in the role of Principal, and Paul G Roberston & Associates have been engaged to act in the role of Superintendent for the project.

DISCUSSION

4. A total of 24 of tender documents were downloaded from the City of Albany website
5. Five completed tender documents were submitted on or before the stipulated closing date and time.
6. The tenders were evaluated using the weighted attributes methodology. This method scores the evaluation criteria and weights their importance to determine an overall point score for each tender. The criteria are tabled below:

Criteria	% Weight
Cost	40
Demonstrated Understanding	30
Tenderers Resources	10
Key Personnel (skills & experience)	10
Relevant Experience	10
Total	100

7. The following table summarises the tenders and overall evaluation scores applicable to each submission.

Tenderer	Total Evaluation Score
Great Southern Sands	550.83
AD Contractors	499.61
Albany Industrial Services	483.61
Palmer Earthmoving	385.79
Gold Civil Group	374.11

8. On the basis of the total evaluation score which considers cost, demonstrated understanding, key personnel (skills & experience) and relevant experience the most suitable company is considered Great Southern Sands.

GOVERNMENT CONSULTATION

9. All relevant Government approvals, including Department of Environment and Conservation, Department of Indigenous Affairs and SWALSC have been received for the project.

PUBLIC CONSULTATION / ENGAGEMENT

10. A request for tenders was published in the West Australian on 15th August 2012 and the Albany Weekender on 16th August 2012.

STATUTORY IMPLICATIONS

11. Regulation 11 of the *Local Government (Functions and General) Regulations 1996 (Regulations)* requires Council to publicly tender if the contract is, or is expected to be, more, or worth more, than \$250,000.
12. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
13. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

STRATEGIC IMPLICATIONS

14. This item directly relates to the following elements of the City of Albany Strategic Plan 2011-2021:

Key Focus Area
Lifestyle and Development

Community Priority
Road improvements

Proposed Strategies
Road construction and maintenance

POLICY IMPLICATIONS

15. The City of Albany Tender Policy and Regional Price Preference Policy are applicable to this item.

RISK IDENTIFICATION & MITIGATION

16. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>A vehicle accident occurs due to an unsafe environment for road users</i>	<i>Possible</i>	<i>Medium</i>	<i>High</i>	<i>Ensure upgrade of road is undertaken this financial year</i>
<i>Non compliance with contract or business failure</i>	<i>Unlikely</i>	<i>Medium</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods & services</i>

FINANCIAL IMPLICATIONS

17. The value of this tender is in excess of \$250,000 and therefore the approval is referred to Council for consideration.

****REFER DISCLAIMER****

18. Funding for this project has been received from Regional Road Group. Funds have also been allocated in the 2013 - 2013 budget. The funds available for this project are detailed below.

Funding source	Amount
Regional Road Group	\$740,000.00
City of Albany	\$360,000.00
Total	\$1,100,000.00

LEGAL IMPLICATIONS

19. There are no legal implications associated with this item.

ALTERNATE OPTIONS

20. Council can accept or reject the tenders as submitted.

SUMMARY CONCLUSION

21. On reviewing the submissions, the evaluation team assessed Great Southern Sands as being the most suitable tenderer across the evaluation criteria in terms of cost, demonstrated understanding, key personnel (skills & experience) and relevant experience. Great Southern Sands are recommended to be awarded the Lower Denmark Road contract.

Consulted References	:	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing (Tenders & Quotes) Council Policy – Buy Local (Regional Price Preference)
File Number (Name of Ward)	:	C12019

5.4: CONTRACT C12013 – SUPPLY AND APPLICATION OF BITUMEN

Proponent : City of Albany
Responsible Officer(s) : Executive Director Works & Services (S Grimmer)

Maps and Diagrams:

Nil

IN BRIEF

- Contract C12013 – Supply and application of bitumen be AWARDED to Fulton Hogan Industries for a period up to 28 February 2013, with a clause to allow a negotiated monthly extension.

RECOMMENDATION

**ITEM 5.1: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT Council:

1. **ACCEPT** the Tender from Fulton Hogan Industries and award contract C12013 for the supply and application of bitumen for a period up to 28 February 2013.
2. **INCLUDE** a clause in the contract C12013 which allows the City of Albany to negotiate a monthly extension if required.

BACKGROUND

1. Due to an expiry of the current bitumen supply and application contract, tenders were called for the provision of bitumen supply and application with works to be completed by 28 February 2013. The tender is for all services necessary to satisfactorily perform the City of Albany's annual reseal program.

DISCUSSION

2. A total of nine tender documents were downloaded from the City of Albany website.

REFER DISCLAIMER

3. Five completed tender documents were submitted on or before the stipulated closing date and time. The following table summarises the tenderers and overall evaluation scores applicable to each submission.

Tenderer	Total Evaluation Score
Fulton Hogan Industries	616.43
RnR Contracting – Option 1	573.62
RnR Contracting – Option 2	564.68
Bitumen Surfacing	556.01
Boral Asphalt	552.77
Bitutek	466.49

4. The tender documents included tender evaluation criteria using the weighted attribute method. This method scores the evaluation criteria and weights their importance to determine an overall point score for each tender. The criteria are tabled below:

Criteria	% Weight
Cost	55
Relevant Experience	15
Reliability	15
Quality Accreditation	15
Total	100

5. On the basis of the total evaluation score which considers cost, technical compliance and experience, reliability and quality the most suitable company is considered Fulton Hogan Industries.
6. To ensure that the annual capital works program is completed in a timely manner, it is recommended that the deadline of 28 February 2013 (as per the special conditions of contract) be amended to include a negotiated monthly extension to address any potential extenuating circumstances.

GOVERNMENT CONSULTATION

7. Nil.

PUBLIC CONSULTATION / ENGAGEMENT

8. A request for tenders was published in the West Australian on 18 July 2012 and the Great Southern Weekender on 19 July 2012

STATUTORY IMPLICATIONS

9. Regulation 11 of the Local Government (Functions and General) Regulations 1996 (Regulations) requires Council to publicly tender if the contract is, or is expected to be, more, or worth more, than \$250,000.
10. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
11. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision

STRATEGIC IMPLICATIONS

12. This item directly relates to the following elements of the 2011 City of Albany Strategic Plan:

Key Focus Area
Lifestyle and Environment

Community Priority
A built environment for active lifestyles

Key Focus Area
Lifestyle and Environment

Community Priority
Road improvement

POLICY IMPLICATIONS

13. The City of Albany Tender Policy and Regional Price Preference Policy are applicable to this item.

RISK IDENTIFICATION & MITIGATION

14. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Non compliance with contract or business failure</i>	<i>Unlikely</i>	<i>Medium</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods & services</i>
<i>A vehicle accident occurs due to an unsafe environment for road users</i>	<i>Possible</i>	<i>Medium</i>	<i>High</i>	<i>The Contractor is required to submit a Traffic Management Plan prepared by an accredited person for each site of works</i>

FINANCIAL IMPLICATIONS

15. The value of this tender is in excess of \$250,000 and therefore the approval is referred to Council for consideration.

16. The cost per job will be included in the specific budget line item.

LEGAL IMPLICATIONS

17. Nil

ALTERNATE OPTIONS

18. Council is not bound to accept the lowest or any tender and can accept or reject the tenders as submitted.

SUMMARY CONCLUSION

19. On reviewing the one submission, the evaluation team assessed Fulton Hogan Industries as being the most suitable tenderer across the evaluation criteria in terms of cost, technical compliance and experience, reliability and quality. Fulton Hogan Industries is recommended to be awarded the supply and application of bitumen contract.

Consulted References	:	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing (Tenders & Quotes) Council Policy – Buy Local (Regional Price Preference)
File Number (Name of Ward)	:	C12013
Previous Reference	:	

XIV. MOTIONS WITH NOTICE

XV. MOTIONS OF WHICH NOTICE WAS GIVEN AT THE PREVIOUS MEETING

ITEM 15.1: NOTICE OF MOTION BY COUNCILLOR BOSTOCK-RATES

ITEM 15.1: NOTICE OF MOTION BY COUNCILLOR BOSTOCK

THAT Council sets the General Rate for 2013-14 at the same level as 2012-13 plus RPI.

Councillor's Reason:

The accumulated increase in rates over the past four years amounts to more than 30%, which is several times the level of inflation over the same period.

Such rises cannot be sustained and it is the duty of Council to exercise restraint by restricting future increases to no than the rate of inflation. Albany will not be attractive to new residents if is seen to be a high cost city and we must keep our rates under control.

It may be argued that we cannot maintain all our current services without rises greater than inflation, in which case a comprehensive evaluation of what we provide is clearly necessary.

Officer's Comment (Executive Director Corporate Services):

(Assumption is made that RPI refers to CPI. In the UK it appears the measurement is based on slightly different assumptions).

The term General Rate refers to the three classifications for rates imposed by the City each year, being GRV Occupied, GRV Vacant and Unimproved Value (ie the differential rates). These are imposed as a rate in the dollar amount. The setting of each of these rates is a complicated process that requires the analysis and modelling of the movements of property values and the number of properties in each classification. This process is carried out in conjunction with the budget development process annually and in some instances the rate in the dollar has actually decreased in a particular category from one year to the next.

To set the General rate in the dollar before considering other budgetary issues is contrary to the budget setting philosophy used by the City and that prescribed under section 6.2 (2) of the Act, which requires the identification of the deficiency to be made up by general rates.

Further, implementation of the above motion could lead to an unintended breach of section 6.34 of the Act which states:

Unless the Minister otherwise approves, the amount shown in the annual budget as being the amount estimated will be yielded by the general rate is not to-

- a) Be more than 110% of the amount of the budget deficiency; or*
- b) Be less than 90% of the amount of the budget deficiency.*

To fix and restrict the rate in the dollar with so many other variables yet known would serve to pre-empt any Council budget discussions which typically occur between March and June each year and will make the budget preparation process very restrictive and difficult.

XVI. URGENT BUSINESS TO BE APPROVED BY DECISION OF THE MEETING

XVII. REQUEST FOR REPORTS FOR FUTURE CONSIDERATION.

XVIII. ANNOUNCEMENT OF NOTICES OF MOTION TO BE DEALT WITH AT THE NEXT MEETING.

XIX. ITEMS TO BE DEALT WITH WHILE THE MEETING IS CLOSED TO MEMBERS OF THE PUBLIC

XX. NEXT ORDINARY MEETING DATE

Tuesday 20 November 2012.

XXI. CLOSURE OF MEETING

ITEM 21.0: MOTION

THAT Standing Order 3.1 be RESUMED to stop recording of proceedings.

**STATUS REPORT ON DEFERRED ITEMS
 FROM PREVIOUS MEETINGS**

Meeting Date	Item Number	Details/Status
16/11/2010	2.6	Surrender Lease over Hangar Site 2 at Albany Airport. REQUIRES FURTHER CONSIDERATION BY COUNCIL PENDING THE COMPLETION OF THE AIRPORT MASTERPLAN/BUSINESS PLAN.
19/04/2011	4.7	Audit Committee Recommendations. That Council request the Chief Executive Officer to further review the investment of Surplus Funds Policy through the Finance Strategy Committee, prior to recommendation to Council. PENDING - AWAITING DEVELOPMENT OF FIVE YEAR (FINANCE) PLAN.
17/07/2012	2.5	Development Application-Demolition (Single House Listed on Municipal Heritage Inventory)-Lot 49 (45) Seymour Street, Mira Mar LAI D ON THE TABLE
21/08/2012	2.11	Consideration of Amendments to Local Planning Scheme 1A and 3 Policy Manual for Policy 2A-Outbuildings. LAI D ON THE TABLE FOR FURTHER CONSIDERATION BY COUNCIL AT COMMITTEE LEVEL.
21/08/2012	15.1	Notice of Motion by Councillor Bostock- THAT when the final draft of TPS 1 is endorsed by Council, it shall not include any rezoning of freehold land into a category less advantageous to the owner than already exists in the current TPS1(a) or TPS3, without prior specific written agreement from the owner. Examples include the rezoning of land from the "Rural" to "Conservation" classification, or to "Parks and Recreation" from any other category. LAI D ON THE TABLE TO ALLOW FURTHER CONSIDERATION OF SUBMISSIONS WHEN THEY ARE PRESENTED TO COUNCIL.
18/09/2012	2.3	Final Adoption of Amendment-Part Lot 50 Nanarup Road, Kalgan <ol style="list-style-type: none"> 1. THAT THIS MATTER BE LAID ON THE TABLE FOR A PERIOD OF TWO MONTHS TO ALLOW COUNCIL MORE TIME TO CONSIDER THE IMPLICATIONS OF APPROVING OR REJECTING THIS PROPOSAL. 2. THAT THE CITY REQUEST AN EXTENSION OF TIME FROM THE WA PLANNING COMMISSION TO ALLOW THIS CONSIDERATION.