



MINUTES

**For the Ordinary Meeting of Council
Held on
Tuesday, 19 June 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
MINUTES – 19/06/2012
** REFER DISCLAIMER **

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3.0 REPORTS-COMMUNITY SERVICES

Nil

4.0 REPORTS-CORPORATE SERVICES

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5.0 REPORTS – WORKS & SERVICES

5.1	Recommendation of Three Flora Roads by Conservation Council-WITHDRAWN	1-4
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XIV. MOTIONS WITH NOTICE Nil.

XV. MOTIONS OF WHICH NOTICE WAS GIVEN AT THE PREVIOUS MEETING

15.1	Notice of Motion by Councillor Bostock-Access to Rates Record
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XVI. URGENT BUSINESS APPROVED BY DECISION OF THE MEETING.

XVII. REQUEST FOR REPORTS FOR FUTURE CONSIDERATION

XVIII. ANNOUNCEMENT OF NOTICES OF MOTIONS TO BE DEALT WITH AT THE NEXT MEETING

IX. ITEMS TO BE DEALT WITH WHILE THE MEETING IS CLOSED TO MEMBERS OF THE PUBLIC

1.4	Succession Planning-Executive Director Community Services
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XX. NEXT ORDINARY MEETING DATE

XXI. CLOSURE OF MEETING

I. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

Mayor declared the meeting open at 6.01pm

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: RESOLUTION

**MOVED: COUNCILLOR HOLDEN
SECONDED: COUNCILLOR DUFTY**

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

CARRIED 10-0

III. ANNOUNCEMENTS BY MAYOR AND COUNCILLORS WITHOUT DISCUSSION

6:02PM Councillor Holden

Summary of Key Points:

- Attended meeting of ratepayers and interested parties at the Lower Kalgan Hall regarding the proposed development of ‘Candyup’. Meeting was also attended by City staff including the Executive Director Planning and Development Services.
- Meeting received positive feedback from the community.

6:02PM Councillor Dufty

Summary of Key Points:

- Attended Lone Pine Planting
- Attended Submariners Ceremony which he found quite moving.
- Council should take a positive approach to the ANZAC Celebration funding and the Interpretive Centre must proceed.

6:05PM Councillor Gregson

Summary of Key Points

- Expressed appreciation from residents of West Ward to the City of Albany Works and Services staff for the clearing of storm damage

6:05PM Councillor Sutton

- Apologised for late arrival at the meeting

6:05PM Councillor Stocks

Summary of key points:

- Expressed thanks to City staff and members of the public for their assistance in preparing ALAC for the recent Australia vs China Basketball. The event was very well attended and a huge success.
- Expressed his condolences to the family of Mr Neil Ritchie. Mr Ritchie's unexpected death is a great loss to the community, given his great contribution to the sporting community of the City.

6.08PM Mayor

The Mayors report is detailed at Appendix B.

ITEM 3.0: RESOLUTION

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR HOLDEN**

The Mayor's Report be RECEIVED.

CARRIED 11-0

IV. RESPONSE TO PREVIOUS UNANSWERED QUESTIONS FROM PUBLIC

Nil.

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.

6:14pm Mr Scott Taylor, PO Box 208, Albany WA 6331

Summary of Key Points:

- Addressed Council regarding Item 1.5 on the Waste recycling initiatives and referred to a letter that he sent to Council.

CEO Ms F James responded through the Mayor, and assured Mr Taylor that a response from the City would be provided.

6:17pm Mr Geoff Fearney, 38 Barry Court, Middleton Beach

Summary of Key Points:

- Item 2.3
- Spoke in opposition to the proposed outbuilding at No. 55 Barry Court, and expressed concern for impact on amenity of neighbouring properties.

6:19pm Mr Stuart Peacock, 182 Lowanna Drive

Summary of key points:

- Item 2.4
- Was concerned regarding the lack of information provided in regard to stocking rates for the proposed agistment centre.

6.20pm Ms Jenny Bristow, 11 Ethereal Court, McKail

Summary of key points:

- Item 2.4
- Expressed concern over the inadequacies of the proposal, and said that more than ten issues had been raised by statutory authorities regarding environmental issues.
- Concerned that this proposal is a business and not a hobby farm, and may cause dust and odour issues for residents in the area

6.24pm Mr Rod Hedderwick, Harley Global 166 Serpentine Road

Summary of key points:

- Item 5.1
- Concerned that consultation had not been carried out with Grange Resources, and the effect this may have the proposed Southdown project.

Through the Mayor, Executive Director Works and Services responded that the Item had been withdrawn from the agenda, in order that extensive consultation could occur.

6.26pm Ms Kim Buttfeld, Barry Court, Middleton Beach

Summary of key points:

- Item 2.3
- Concerned of the effect of an outbuilding of this size in a close knit community of smaller lots. Strict guidelines and building restrictions are already in place for Barry Court, which is made up of small lots in close proximity to each other
- Said that the proposed outbuilding was so large there would be insufficient room for a house to be built on the lot

6.30pm Ms Anne Brandenburg, Spencer Park

Summary of key points:

- Concerned over the rezoning of 'Candyup' to special residential and the lack of public consultation. Said that there must be a coordinated opportunity to address the Albany Local Planning Strategy.

There being no further speakers, the Mayor closed Public Question and Statement Time at 6.34pm.

ORDINARY COUNCIL MEETING
MINUTES – 19/06/2012
** REFER DISCLAIMER **

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

Mayor D Wellington

Councillors:

Breaksea Ward	V Calleja
Breaksea Ward	R Hammond
Frederickstown Ward	C Dowling
Frederickstown Ward	G Stocks
Kalgan Ward	C Holden
West Ward	G Gregson
West Ward	D Dufty
Yakamia Ward	R Sutton
Vancouver Ward	D Bostock
Vancouver Ward	S Bowles

Staff:

Chief Executive Officer	F James
Executive Director Community Services	L Hill
Executive Director Planning & Development Services	D Putland
Executive Director Works & Services	S Grimmer
Executive Director Corporate Services	G Adams
Minutes	C Crane J Williamson

Apologies:

Yakamia Ward	A Hortin JP
Kalgan Ward	Y Attwell

VII. APPLICATIONS FOR LEAVE OF ABSENCE

ITEM 7.0: RESOLUTION 1

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR SUTTON**

THAT Councillor Calleja be granted leave of absence for the month of July 2012.

CARRIED 11-0

ITEM 7.0: RESOLUTION 2

**MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR CALLEJA**

THAT Councillor Stocks be granted leave of absence from July 15 until the end of August 2012.

CARRIED 11-0

ITEM 7.0: RESOLUTION 3

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR BOWLES**

THAT Councillor Dufty be granted leave of absence from June 30 until July 24 2012.

CARRIED 11-0

VIII. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

ITEM 8.0: RESOLUTION 1

**MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR DOWLING**

THAT the minutes of the Ordinary Council Meeting held on 15 May 2012, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 11-0

ITEM 8.0: RESOLUTION 2

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR HOLDEN**

THAT the minutes of the Special Council Meeting held on 22 May 2012, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 11-0

ITEM 8.0: RESOLUTION 3

**MOVED: COUNCILLOR HOLDEN
SECONDED: COUNCILLOR GREGSON**

THAT the minutes of the Special Council Meeting held on 1 May 2012, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 11-0

IX. DECLARATIONS OF INTEREST

Name	Item Number	Nature of Interest
Councillor Bowles	4.1	Impartiality: Councillor Bowles has a personal and associated sponsorship arrangement through the Great Southern Factor Inc. with Paperbark Merchants.
Councillor Stocks	4.1	Financial: Councillor Stocks is listed as a shareholder of one of the companies listed for payment.

X. IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY SIT BEHIND CLOSED DOORS

1.4 Employment of Designated Senior Employee-Executive Director Community Services.

XI. PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil.

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.

ITEM 1.1: AUDIT AND FINANCE COMMITTEE

Proponent : City of Albany
Attachments : • Minutes of the confirmed Audit & Finance Committee Meeting held on 23 April 2012
Responsible Officer(s) : Chief Executive Officer (F James)

IN BRIEF

- Receive the confirmed minutes of the Audit and Finance Committee meeting held on 23 April 2012.

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

**MOVED: COUNCILLOR GREGSON
 SECONDED: COUNCILLOR STOCKS**

THAT the confirmed minutes of the Audit and Finance Committee meeting held on 23 April 2012 be RECEIVED.

CARRIED 11-0**ITEM 1.1: COMMITTEE RECOMMENDATION 2
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR GREGSON
 SECONDED: COUNCILLOR STOCKS**

THAT Budget Overruns of \$50,000 or more be reported to the Audit and Finance Committee.

CARRIED 11-0**ITEM 1.1: COMMITTEE RECOMMENDATION 3
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR GREGSON
 SECONDED: COUNCILLOR STOCKS**

THAT funds for Works on Lower Denmark Road, Elleker be carried over, and that reconstruction of the roadway and adjacent lengths of footway be postponed until Spring 2012.

CARRIED 11-0**ITEM 1.1: COMMITTEE RECOMMENDATION 4
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR GREGSON
 SECONDED: COUNCILLOR STOCKS**

THAT funds for works on Pfiesser Road, Manypeaks be carried over, and that works to complete the second 700 metre section of Pfiesser Road be postponed until Spring 2012.

CARRIED 11-0

**ITEM 1.1: COMMITTEE RECOMMENDATION 5
VOTING REQUIREMENT: SIMPLE MAJORITY****MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR DUFTY**

THAT the process map be **ADOPTED** and the **Unscheduled Works Register** be presented quarterly to the **Audit and Finance Committee** for review and recommendation of **unscheduled works** to be undertaken in the following quarter.

The only exception would be priority one items where there is an immediate safety (including OSH) or financial risk to the City of Albany. These issues would be approved by the Executive Director Works and Services and reported to Council via the **Unscheduled Works Register**.

CARRIED 11-0**ITEM 1.1: COMMITTEE RECOMMENDATION 6-EMU POINT BOAT PENS
VOTING REQUIREMENT: SIMPLE MAJORITY****MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR DOWLING****THAT:**

1. Further analysis is carried out to compare boat pen income with associated costs to determine rental required to cover costs and eventual replacement based on whole of life asset management principles.
2. Negotiations are progressed with Department of Transport to determine the viability of the transfer of the Boat Pens.
3. The \$125,000 remaining in the 2011-12 Boat Pen maintenance budget is carried over to 2012-13 until the financial analysis and negotiations have been progressed.

CARRIED 11-0**ITEM 1.1: COMMITTEE RECOMMENDATION 7
VOTING REQUIREMENT: ABSOLUTE MAJORITY****MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR HOLDEN**

THAT any return on **CDO investment** be applied to debt reduction and kept in a separate **Reserve** to reduce debt as it becomes due.

CARRIED 10-1**Record of Vote:**

Against the Motion: Councillor Dufty



AUDIT & FINANCE COMMITTEE

MINUTES

for the meeting held from 5.30pm Monday 23 April 2012,
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: FM.MEE.1)

Terms of Reference: *The Committee is established under section 7.1A of the Local Government Act 1995 (the Act) and its Regulations. The Committee does not have any delegated authority from Council.*

1.0 ATTENDANCE

Mayor D Wellington (Deputy Chair)

Councillors:

R Hammond	Member
Y Attwell	Member
S Bowles	Member
V Calleja	Member
C Dowling	Member
G Gregson	Member
C Holden	Member
A Hortin	Member
G Stocks	Member (Chair)
R Sutton	Member
D Bostock	Observer

Staff:

Chief Executive Officer	F James
Executive Director Works & Services	S Grimmer
Executive Director Community Services	L Hill
Manager Finance	D Olde
Business Analyst/Management Accountant	D Harrison
Manager Asset Planning and Major Projects	A McEwan
Manager Tourism Development and Services	M Bird
Minute Taker	J Williamson

Apologies/Leave of Absence:

D Duffy	Member
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2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

ITEM 2.0: DRAFT COMMITTEE RESOLUTION

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR SUTTON**

The unconfirmed minutes of the Audit Committee meeting held on Monday 26 March 2012, as previously distributed, be confirmed as a true and accurate record of proceedings.

CARRIED 11-0

3.0 DISCLOSURE OF INTEREST

[Elected members of Council and staff are asked to use the forms prepared for the purpose, aiding the proceedings of the meeting by notifying the presiding member prior to the conduct of the meeting]

Mayor Wellington declared an interest in Item 4: Consultant Fees for Deregulated Trading. The Mayor remained in the room and participated in the discussion and vote.

Councillor Hammond tendered his resignation as Chair of the Audit and Finance Committee.

As Deputy Chair, the Mayor then called for nominations for the position of Chair. Councillor Stocks was the only nomination for the Chair of the Audit and Finance Committee, and accepted the nomination.

Carried unanimously by a show of hands.

4.0 STANDING ITEMS FOR DISCUSSION

4.1 Monthly Report-Airport Masterplan-Report will be tabled at the meeting

Reporting Officer: Executive Director Community Services

The Monthly Report-Airport Masterplan, was tabled and discussed.

4.2 Monthly Capital Works-Works and Services Projects Spreadsheet

Reporting Officer: Executive Director Works and Services

ITEM 4.2: RECOMMENDATION 1

**MOVED: COUNCILLOR HOLDEN
SECONDED: COUNCILLOR SUTTON**

THAT Option A is adopted, and the funding is returned for allocation elsewhere in the region.

CARRIED 11-0

ITEM 4.2: RECOMMENDATION 2

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR BOWLES**

1. THAT the City further evaluate, design and deliver Option C if it is able to be achieved within the current budget; OR
2. If Option C is unable to be accommodated in the current budget, Option B is recommended.

CARRIED 11-0

- 4.3 **Quarterly Budget Review (due June 2012)**
Reporting Officer: Executive Director Corporate Services
- 4.4 **Quarterly Major Projects Spreadsheet (Due June 2012)**
Reporting Officer: Manager Asset Planning and Major Projects
- 4.5 **Quarterly Legal Register Table (next due May 2012)**
Reporting Officer: Chief Executive Officer

5.0 ITEMS FOR DISCUSSION

- 5.1 **Rate Modelling Discussion**
Reporting Officer: Business Analyst/Management Accountant

ITEM 5.1: RECOMMENDATION 1

MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR HORTIN

THAT COUNCIL:

1. For 2012-13 rating purposes, **ENDORSE** the introduction of a differential rate for Gross Rental Value – Occupied – Commercial/Industrial land, as per Department of Planning zoning.
2. For 2012-13 rating purposes, **ENDORSE** the introduction of a differential rate for Gross Rental Value – Occupied – Tourism land, as per Department of Planning zoning.
3. For 2012-13 rating purposes, **ENDORSE** the introduction of the Waste Facilities Maintenance Rate.
4. That the revenue raised on differential rates over and above general rates for Commercial/Industrial and Tourism zoned land be applied to a tourism promotion and support reserve.

CARRIED 11-0

ITEM 5.1: RECOMMENDATION 2

THAT COUNCIL:

1. **ENDORSE** the separation of GRV Vacant Land properties into '3% GRV Vacant land properties' and '5% GRV Vacant land properties'.
2. **ENDORSE** combining '3% GRV Vacant land properties' with GRV general residential properties in order to achieve compliance with the minimum rating provisions of the Act.
3. **DIRECT** staff in relation to the percentage increases required.

Council did not reach a consensus on Recommendation 2, and will require further discussion and information prior to setting the proposed rates for 2012-13.

- 5.2 **Middleton Beach Caravan Park**
Reporting Officer: Executive Director Works and Services

Executive Director Works and Services provided an update to Council on the public consultation process surrounding the installation of a new path in the area.

- 5.3 **Street Light Back Billing by Synergy**
Reporting Officer: Chief Executive Officer

The Committee received a verbal update from the CEO regarding this issue.

5.4 Consultant Fees for Deregulated Trading

Reporting Officer: Executive Director Community Services

ITEM 5.4: RECOMMENDATION

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR HORTIN**

THAT a Panel comprising of Councillors Calleja and Stocks and one City of Albany officer assess under the City's Evaluation Process the tenders received by the City for consultancy work on Deregulated Trading Hours within the City of Albany.

CARRIED 11-0

5.5 Anzac Centenary Report/Update

Reporting Officer: Chief Executive Officer

The CEO gave a verbal report to Council.

5.6 SAT Appeal

Reporting Officer: Chief Executive Officer

5.7 Lehmann Brothers CDO

Reporting Officer: Chief Executive Officer

The CEO reported that the City expected to receive \$170,000 as a one off payment from the Lehmann Brothers CDO. Further information will be presented to the next Audit and Finance Committee meeting.

5.8 Writ-Paver/Bostock v City of Albany and Anor

Reporting Officer: Chief Executive Officer

The CEO reported that the matter has settled, the terms of the settlement are to remain confidential. The Defendants will withdraw from the SAT appeal.

ITEM 5.8: RECOMMENDATION

**MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR HAMMOND**

THAT Given the matter of Paver/Bostock v City of Albany and Anor has settled, Councillor Bostock rejoin the Audit and Finance Committee as a member.

CARRIED 11-0

6.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

6.1 Better Practice Review

6.2 Investment Strategy with Community Banks

7.0 GENERAL DISCUSSION

8.0 DATE OF NEXT MEETING: 28 May 2012

9.0 CLOSURE OF MEETING

19/06/2012

REFER DISCLAIMER

1.1.1: GOVERNANCE COMMITTEE

Proponent : City of Albany
Attachments : Minutes of the Governance Committee Meeting held on 23 April 2012
Responsible Officer(s) : Chief Executive Officer (F James)

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

**MOVED: COUNCILLOR HOLDEN
SECONDED: COUNCILLOR BOWLES**

THAT the confirmed minutes of the Governance Committee meeting held on 23 April 2012, be RECEIVED.

CARRIED 11-0**ITEM 1.1.1: COMMITTEE RECOMMENDATION 2
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR DUFTY**

THAT the City of Albany Policy and Procedure-Grievance Management, as presented to the last Governance Committee meeting, be ENDORSED by Council.

CARRIED 11-0**ITEM 1.1.1: COMMITTEE RECOMMENDATION 3**

**MOVED: COUNCILLOR HOLDEN
SECONDED: COUNCILLOR DUFTY**

THAT Council ENDORSE a 3% pay increase to the Chief Executive Officer backdated to 7 February 2012.

CARRIED 11-0



GOVERNANCE COMMITTEE

MINUTES

for the meeting held from 8.08pm on Tuesday 10 April 2012,
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: CM.MEE.6)

Terms of Reference: *The Committee is established under section 7.1A of the Local Government Act 1995 (the Act) and its Regulations. The Committee does not have any delegated authority from Council.*

1.0 ATTENDANCE

Mayor	D Wellington
Councillors:	
R Hammond	Member
Y Attwell	Member
D Bostock	Member
S Bowles	Member
V Calleja	Member
G Gregson	Member
A Hortin	Member
G Stocks	Member
R Sutton	Member
C Holden	Member
Staff:	
Chief Executive Officer	F James
Minutes	J Williamson
Apologies/Leave of Absence:	
D Dufty	Member

ITEM 2.0: CONFIRMATION OF MINUTES

MOVED: COUNCILLOR HOLDEN

SECONDED: COUNCILLOR SUTTON

The unconfirmed minutes of the Governance Committee meeting held on 26 March 2012, as previously distributed, be confirmed as a true and accurate record of proceedings.

CARRIED 12-0

3.0 DELEGATIONS

4.0 ITEMS FOR DISCUSSION

4.1 Interpretation of the Local Government Act-Presentation by Councillor Bostock

4.2 CEO Appraisal and KPI's

Anne Lake is to quantify the KPIs in order that they can be measured. This information is then to be distributed to Council. the length of the CEO's Performance Review period is also to be considered by Council.

4.3 Update on the progress of Local Law Meeting Procedures-verbal update by the CEO. No further progression reported at this stage.

5.0 ITEMS TO BE DISCUSSED AT NEXT MEETING

TO BE ADVISED.

6.0 GENERAL DISCUSSION (in the absence of staff).

7.0 DATE OF NEXT MEETING: 28 May 2012

8.0 CLOSURE OF MEETING

Attachments:

City Of Albany Policy & Procedure - Grievance Management

1. Policy Statement

The City of Albany acknowledges it has a legislative responsibility to ensure employees' Grievances are managed effectively and fairly. The City also has the responsibility to ensure our Employees adhere to the City's values, in particular to those of Ethics and Accountability.

This policy aims to provide employees and managers with a concise process to manage Grievances in the workplace and to encourage all staff to make every effort to manage grievances Within the City. They should be read in conjunction with the Enterprise Bargaining Agreements and The training manual provided to Grievance and contact officers and managers and supervisors.

2. Scope

Both the City of Albany (the employer) and employees have a duty of care:

The employer must, as far as practicable, provide and maintain a working environment where Employees are not exposed to hazards. Bullying, harassment and unlawful discrimination are Hazards.

The employer must manage breaches of policy in a fair and equitable manner.

The employer must provide employees with information, instruction, training and supervision to Enable them to carry out work in a safe manner.

Employees must take reasonable care for their own safety and health and that of others at work And report hazards that they are aware of to management and co-workers.

3. Definitions

Grievances

A grievance is any type of problem relating to the workplace, any OHS (Bullying), Victimisation or EEO matter (discrimination or Harassment).

Workplace Bullying

Bullying is defined as unreasonable or inappropriate behaviour directed towards an employee or group of employees that creates a risk to health and safety. **Occupational Health and Safety Act 1984 (WA)**

Bullying may include violence or aggression. Where bullying involves assault or threat of assault it should be referred to the police. Other bullying acts are covered under the **EEO Act 1984(WA)** and A copy of the act is available from HR.

4. Legislation relating to this policy

- *Local Government Act 1995 which is also complimented by guidelines and handbooks Produce by the Department of Local Government (WA).*
- *State Records Act 2000 (WA)*
- *Privacy Act 1988 (C'th)*
- *Freedom of information Act 1992 (WA)*
- *Equal Employment Opportunity Act 1984*
- *Public Interest Disclosure Act (2003)*
- *Occupational Health and Safety Act 1984 (WA)*

Internal grievances procedures

Grievances should be resolved promptly and if possible at an informal level. Employees have the option of following an informal or formal procedure

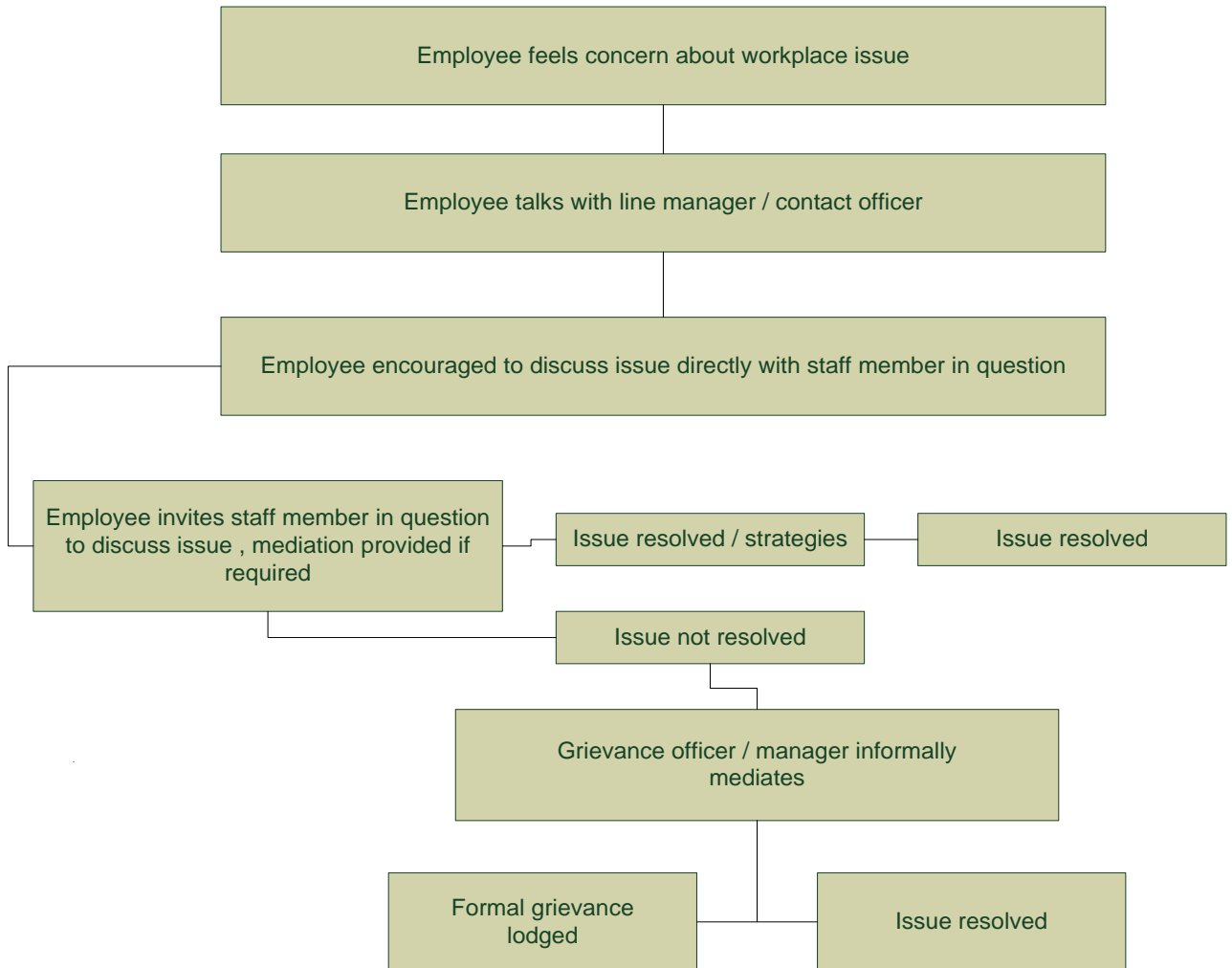
The city has a number of resources available that can provide advice, guidance and support for all parties.
See table below:

Position	Advisory capacity	Responsibility
Contact officer	EEO, OSH ,general grievance	Listens and supports as required or requested. May seek HRM or senior manager advise
Guidance officer, manager, supervisor	EEO , OSH , general grievance	Assesses and advises of informal and formal processes Undertakes preliminary Investigation Attempts to resolve informal grievance. May seek HRM advice May investigate claim May instigate mediation process, internally or externally after seeking advice May escalate to senior manager/ HRM
HRM, Senior manager	EEO , OSH general grievance	Investigates grievances May assist grievance officer with investigation & summary conclusion May take appropriate action as to out come
HRM	Any matters	To provide advice and directives to who is the final administrator for City of Albany staff grievances within city processes
CEO & Executive Directors	Any matters	To provide advice and directives to who is the final administrator for City of Albany staff grievance within city process

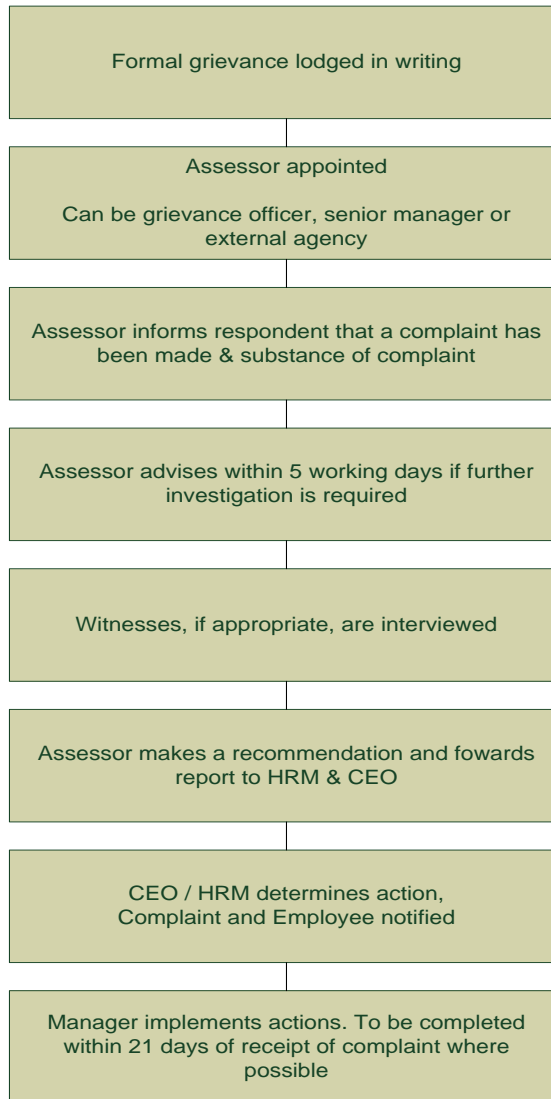
Procedure

Wherever possible complaints will be handled at the manager or supervisor level however, it is recognised that some grievances may occur between manager or supervisor and employee and as such, alternative methods of raising complaints are provided for by this procedure:

Informal grievance procedure



Formal grievance procedure



Victimisation

At no time should an employee feel they are victimised for having made a complaint.

Rights and Responsibilities

All employees have a responsibility in regards to their own behaviour and respect for others in the workplace. Employees making a complaint are obliged to maintain the info as confidential, be factual and follow the grievance process as outlined.

Managers / supervisors

Have a responsibility to ensure grievances are dealt with in a highly confidential manner, in a timely fashion and treated with a high priority. They must ensure that the principles of natural justice are applied throughout the process.

AGENDA ITEM 1.1.1 REFERS

Throughout the process managers / supervisors are required to ensure the employee making the complaint is informed of the process to be undertaken and possible time frames. [If the Manager does not resolve the grievance within 7 days they must notify Human Resources.](#)

All documentation is to be factual and stored in a secure manner.

The city is committed to dealing with grievances in a timely manner. If the time frame is delayed all parties to the grievance must be informed.

[Unless there are mitigating factors, a grievance should be reviewed within 15 working days of notification.](#)

Vexatious complaints

If, following an investigation a complaint is found to be vexatious, disciplinary action may be considered against the complainant including termination.

Information that is gathered during the process must be kept confidential and only divulged to the person who has the right to know information. All information must be stored in a secure environment.

Considerations

Wherever possible issues should be addressed at the local level.

Managers should undertake discussions with parties to the grievance and if appropriate mediation Can be used to reach a solution. Please contact the HR manager to discuss this option as it Occurs.

When assessing the level of seriousness of the grievance and if appropriate action a Manager/grievance officer should;

- Be partial and non judgemental
- Acquire factual information
- Inform employees and respondents of rights and responsibilities
- Inform employees and respondents of their options
- Maintain high levels of confidentiality
- Notify the parties of outcomes in a timely manner
- Keep appropriate documentation

Formal grievance resolution should not be confused with discipline or sub-standard performance Management. Should performance issues arise they must be kept quiete separate to the grievance iIssue and process.

Making a decision

Grievance processes / outcomes should always be based on a proper consideration of the facts and encompassing legal requirements. [Should the complainant wish to challenge the Managers determination they must lodge a written notification with the CEO within 7 working days detailing the reasons why they are contesting the decision.](#)

Documentation

Documentation should be maintained throughout the process and must be kept factual, clear and concise, so as to clearly articulate the grounds upon which the decision has been made.

Confidentiality

Information that is gathered during the process must be kept privileged and only divulged to the person Who has the right to know the information the information gathered must also be stored in a secure environment

Records

AGENDA ITEM 1.1.1 REFERS

A record of disciplinary action will be held on the employee's file for a four year period, where upon the record will be destroyed unless otherwise decided by the Chief Executive Officer.

External agencies for grievance or complaint resolution

Equal opportunity commission – any grievances that and discrimination, sexual or racial Harassment (**as set out in the Equal Opportunity ACT 1984**) can be lodged as a complaint at any stage during an internal grievance process. The state administration tribunal hears complaints that have been referred to it by the commissioner for equal opportunity when the conciliation process has failed.

Public Interest disclosure Act (2003) – provides protection for those who make disclosure and those that are the subject of disclosures.

The City of Albany's collective Agreements contains an Anti-Discrimination clause that will need to be referred to in conjunction with the above. The City's values, in particular to those of ethics and accountability should be adhered to at all times during the process.

1.1.2: SENIORS ADVISORY COMMITTEE

File Number (Name of Ward) : CR.MEE.2
Proponent : City of Albany
Appendices : Minutes of the Seniors Advisory Committee
 18 August 2011, 20 March 2012 & 17 April 2012
Responsible Officer : Executive Director Community Services
 (L Hill)

IN BRIEF

- Receive the minutes of the Seniors Advisory Committee.

**ITEM 1.1.2: COMMITTEE RECOMMENDATION 1
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR DUFTY
 SECONDED: COUNCILLOR GREGSON**

The CONFIRMED minutes of the Seniors Advisory Committee meeting held on Thursday 18 August 2011, be RECEIVED.

CARRIED 11-0**ITEM 1.1.2: COMMITTEE RECOMMENDATION 2
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR DUFTY
 SECONDED: COUNCILLOR GREGSON**

The CONFIRMED minutes of the Seniors Advisory Committee meeting held on Tuesday 20 March 2012, be RECEIVED.

CARRIED 11-0**ITEM 1.1.2 COMMITTEE RECOMMENDATION 3
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR DUFTY
 SECONDED: COUNCILLOR GREGSON**

The CONFIRMED minutes of the Seniors Advisory Committee meeting held on Tuesday 17 April 2012, be RECEIVED.

CARRIED 11-0



SENIORS COMMITTEE

MINUTES

For the meeting Held from 9.30am to 10.30am on Tuesday 17 April 2012,
in the Civic Rooms, City Office, North Road, Albany

(File Ref: CR.MEE.2/AM1223615)

1.0 ATTENDANCE

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

Meeting was opened at 9.35am

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

<p>ITEM 2.0: DRAFT COMMITTEE RESOLUTION</p> <p>MOVED: ESME JUSTINS SECONDED: MICHAEL CALTON</p> <p>THAT THE UNCONFIRMED MINUTES OF THE SENIORS COMMITTEE MEETING HELD ON 20 MARCH 2012 AS PREVIOUSLY DISTRIBUTED, BE CONFIRMED AS A TRUE AND ACCURATE RECORD OF PROCEEDINGS.</p>
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3.0 DISCLOSURE OF INTEREST
NIL

4.0 ITEMS FOR DISCUSSION

4.1 Committee Meeting Cycle

- General discussion regarding change of meeting cycle from monthly to quarterly.
- Committee identified its purpose as focussing on smaller discrete operational items as opposed to providing council with strategic direction relating to seniors and that this would require monthly meetings.

ITEM 4.1:MOTION

MOVED: KEN EWERS-VERGE
SECONDED: MICHAEL CALTON

THAT COUNCIL RESCIND THE GOVERNANCE COMMITTEE DECISION TO CHANGE THE SENIORS COMMITTEE MEETING CYCLE FROM MONTHLY TO QUARTERLY. THAT COUNCIL ENDORSE THE SENIORS COMMITTEE MEETING CYCLE AS MONTHLY.
CARRIED 7-0

4.2 North Rd Project Update

No update. AC to confirm details with the Executive Director of Works and Services.

4.3 Let's Get Alarmed Project

Agreed to park Project. Cr Duffy noted he had no response from Apex as yet. Project to be reviewed at September meeting.

5.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

5.1 South West Active Research Project

John Slattery discussed this project and there was general discussion regarding whether this would be an appropriate project for the Great Southern region in the future.

5.2 Tertiary Institutions in Albany.

Discussion regarding options for exploring opportunities for Tertiary Institutions to expand their curriculum in Albany to include seniors focussed courses and programs.

5.3 Mount Melville Car Park

Chair has spoken to Steve Grimmer regarding this matter. Chair noted bays in unsafe/unreasonable condition. SG to paint bays on bitumen as an interim measure.

6.0 GENERAL DISCUSSION

6.1 Dine for Dementia

AC discussed a possible Dine4Dementia event in the last week of June. General discussion and noted this would be beneficial to the community as well as the committee.

6.2 Lockyer Primary School

Chair has had no response from Primary school regarding lights for crossing. Deputy Principal away on school break, to be contacted on return.

6.3 Middleton Beach Access to Wheelchair

AC advised of known matter regarding key access and whether or not the cafe will continue to be the key holder. CoA Security to be other option to additional key holder for the public to call.

6.4 Advertisement of Senior's Committee in local paper

AC to follow up on media release in paper regarding the re-establishment of Seniors Committee.

7.0 DATE OF NEXT MEETING:

15 May 2012

8.0 CLOSURE OF MEETING

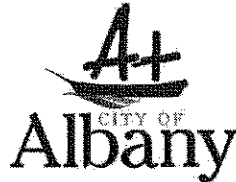
The Chair declared meeting closed at 10.30am.

CONFIRMED: CHAIRPERSON



DATE:

15, 5, 12



**CITY OF ALBANY SENIORS
ADVISORY COMMITTEE**

(File Ref: CR.MEE.2/AM1119417)

MINUTES

for the meeting held at 10.00am on Thursday, 18 August 2011
in the Margaret Coates Boardroom

DECLARATION OF OPENING AT 10.05am

1. ATTENDANCES:

Chair: Cr Don Dufty
Councillors: Cr Chris Holden

Community members:
Celia Barnesby Senior Citizen Centre (Meals on Wheels)
Michael Calton National Seniors Australia
Middy Dumper Seniors Community Representative
Patsy Ranger Over 50's Recreation Association
David Mattinson Association of Independent Retirees
Esme' Justins Albany Breaksea Ladies Probus Club

Staff:
Linda Hill Community Services Leader
Amanda Porritt Community Development Administration Office

Apologies:
Colleen Tombleson Lions Community Care Centre
Ruth Watson Seniors Community Representative

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

ITEM 2.0 – COMMITTEE RECOMMENDATION:

**MOVED: MICHAEL CALTON
SECONDED: ESME' JUSTINS**

The minutes of the previous Seniors Advisory Committee meeting held on the 16 June 2011, previously distributed, to be **CONFIRMED** as a true and accurate record of proceedings.

Carried: 8/0

Presiding Member	
EMT Member Responsible for Committee:	Linda Hill

3. DISCLOSURE OF INTEREST

NIL

4. ITEMS FOR DISCUSSION

NIL

5. BUSINESS ARISING FROM PREVIOUS MINUTES:

5.1.1 Housing for Life Guidelines

The Disability Services Commission (DSC) is developing a Liveable Housing Report. Utilising information from the DSC project may be of assistance when developing the Housing for Life Guidelines.

A meeting will be called for the working group to progress this initiative.

ACTION: Linda to request DSC report for use by Housing for Life working group.

5.1.2 Peace Park

Amanda confirmed that the Peace Park will have accessible paths leading up to the bench seating.

5.1.3 Seniors Week

Seniors Week Photography project has been cancelled, see June 2011 minutes. Suggestion was made to move this project to Seniors Expo.

5.1.4 Seniors Circuit

The Seniors Circuit has been included as a proposal as part of the Centennial Park Recreational Precinct. The Master Plan and Feasibility study are being finalised. Committee expressed concern regarding ongoing availability of funding for equipment if project is delayed.

ACTION: Amanda to follow up on the funding availability for this project with GP Network.

5.1.5 Skywest – Resident Fare Scheme and Seniors Fare

Committee discussed their concerns regarding the Seniors fare structure.

ACTION: Steve Johnson, local representative for Skywest to be invited to the September Seniors Advisory Committee meeting to provide information on fare structure.

ACTION: Linda to advise regarding possibility to attend Department of Transport consultation in September.

6.1 SENIORS ADVISORY COMMITTEE ACTION SHEET

6.2.1 Flashing Lights Indicating School Zones and Pedestrian Lights

The Chair will approach the Deputy Principal from Lockyer Primary School regarding submitting request to have flashing lights installed on South Coast Hwy to notify of School zones.

6.2.3 ACROD Bays

ACROD bays are being progressively installed in the CBD. Question was raised regarding the bays at the Post Office and the Library.

ITEM 6.2.3 - MOTION:

MOVED: Esme Justins

SECONDED: David Mattinson

The Committee request the CEO to correspond with Sanford Road Post Office proposing the ACROD bay be moved from its current location to a safer, more user friendly location.

Carried: 8/0

Action: Linda to discuss staff parking requirements and provision of ACROD bays with Library Manager.

6.2.4 Seniors Expo - March 2012

Sponsorship still has not been secured, a deadline has been given to potential sponsors to indicate their interest by 31 August 2011. If sponsorship is not secured by this date, cancellation or a change of date for the Seniors Expo 2012 will need to be explored.

6.2.5 North Road Pedestrian Crossing Point

Concerns were raised regarding the previously discussed changes to the North Road Pedestrian Crossing Points.

ITEM 6.2.5 MOTION:

MOVED: Michael Calton

SECONDED: Cr Chris Holden

The Committee request CEO provide a report to the Committee on the progress of actions in the email from Kevin Ketterer dated 6 April 2011 regarding north Road Shopping Precinct.

Carried: 8/0

ITEM 6.2.5 – COMMITTEE RECOMMENDATION:

MOVED: Michael Calton

SECONDED: Cr Chris Holden

That the Seniors Advisory Committee recommend to Council that a pedestrian crossing with flashing lights is installed on North Road within the shopping precinct.

Carried: 8/0

6.2 CORRESPONDENCE IN:

- Letter from Director General – 28 June 2011 (attachment 3)
- Letters between Peter Watson and Minister for Transport regarding flashing lights in school zones – 13 April 2011 (attachment 4)
- Email from SkyWest – 7 July 2011 (attachment 5)
- Email from Manger Age Care – 5 July 2011 (attachment 6)

6.3 CORRESPONDENCE OUT:

- Letter to Albany Community Care – 24 June 2011 (attachment 7)
- Letter to APEX – 24 June 2011 (attachment 8)
- Letter to Bunnings – 24 June 2011 (attachment 9)
- Letter to Peter Watson – 24 June 2011 (attachment 10)
- Letter to Kim Buttfield – 24 June 2011 (attachment 11)
- Letter to Manager Great Southern Population Health – 24 June 2011 (attachment 12)

7. NEW AGENDA ITEMS

7.1 New Appointment – Seniors Advisory Committee

ITEM 7.1 - COMMITTEE RECOMMENDATION:

MOVED: Celia Barnesby

SECONDED: Patsy Ranger

That Council accept the nomination of Sally Rose, Senior Social Worker and ACAT Coordinator from the Great Southern Aged Care Unit to fill the vacant position of seniors service agencies representative on the Seniors Advisory Committee.

Carried: 8/0

7.2 Additional Seating at Elizabeth St Jetty Lawn Area

ITEM 7.2 - COMMITTEE RECOMMENDATION :

MOVED: Cr Chris Holden

SECONDED: Esme' Justins

That the Seniors Advisory Committee recommend to Council that a second bench seat be installed (with a back) at the jetty end of the Elizabeth Street Lawn area.

Carried: 8/0


8. DATE OF NEXT MEETING

Thursday 15 September 2011 at 10.00am – Margaret Coates Boardroom.

9. CLOSURE OF MEETING

11:05am

CONFIRMED: CHAIRPERSON



DATE: 30, 3, 12



SENIORS COMMITTEE

MINUTES

For the meeting held from 9.30am on Tuesday 20 March 2012,
in the Civic Rooms, City Office, North Road, Albany

(File Ref: CR.MEE.2/AM1256549)

MEETING OPENED

The Chair declared the meeting open at 09:38am.

1.0 ATTENDANCE

Councillors:	
Councillor Don Dufty	Council Member
Councillor Alan Hortin	Council Member
Committee Members:	
Ms Middy Dumper	Community Member
Mr Michael Calton	Community Member
Ms Esme Justins	Community Member
Mr Ken Ewers-Verge	Community Member
Mr David Mattison	Community Member
Staff:	
Adam Cousins	Manager, Cultural and community Development (MCCD)
Naomi Williams	Administrative Assistant, Community Services (Minute Taker)
Apologies/Leave of Absence:	
Ms Linda Hill	Executive Director, Community Services
John Slatterly	Community Member

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

**ITEM 2.0: COMMITTEE RESOLUTION
MOVED: ESME JUSTINS
SECONDED: DAVID MATTISON**

THE MINUTES OF THE PREVIOUS SENIORS COMMITTEE MEETING HELD ON THE 18 AUGUST 2011 AS PREVIOUSLY DISTRIBUTED, TO BE CONFIRMED AS A TRUE AND ACCURATE RECORD OF PROCEEDINGS.

3.0 DISCLOSURE OF INTEREST

NIL

4.0 ITEMS FOR DISCUSSION

4.1 Election of Chair

ITEM 4.1: RESOLUTION

MOVED COUNCILLOR HORTIN
SECONDED ESME JUSTINS

THAT COUNCILLOR DUFTY BE Elected CHAIR OF THE SENIORS COMMITTEE

CARRIED 6-0

4.2 Confirm Terms of Reference

Terms of reference reviewed, discussed Quorum and TOR will need to be passed by Governance Committee.

ACTION: TOR to be presented to Governance Committee for approval.

4.3 Discuss Meeting and Agenda Settlement Procedure

Procedure for agenda settlement and distribution of minutes discussed.

4.4 Housing for life guidelines

MCCD reviewed with Committee and advised will be ready in April/May for committee's review and input.

4.5 North Rd Update

MCCD provided an update on the progress of planning and development for Traffic Management in North Rd between Kampong Road and Minerva Street. MCCD noted:

- Initial consultation with Main Roads has taken place. Main Roads have confirmed that a pedestrian crossing is not recommended for a dual carriageway;
- The City is engaged in a comprehensive review of the traffic management of the site led by Paul Roberston an experienced Civil Engineer. The review will focus on community and road user safety;
- A report is being developed for completion by the end of May;
- A recommendation will be put forward to Council for required works as part of the 2012/2013 budget.

ACTION: North Rd traffic management to be a standing agenda item for the Seniors Committee. Secretariat to provide project updates as required.

4.6 Let's Get Alarmed project update

Committee noted that this was a successful project. Seniors Committee to conduct some preliminary research to determine whether to continue with the program.

ACTION: David Mattinson to liaise with Bunnings re ongoing support.

ACTION: Don Dufty to liaise with Apex re ongoing support.

5.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

5.1 Flashing Lights Indicating School Zones and Pedestrian Lights for Mount Lockyer Primary School

The Chair is to return to Mount Lockyer Primary for an update and inform members at next meeting.

5.2 Seniors Expo

Seniors Committee to consider whether this is a program they would like to pursue in the future.

5.3 Have a Go Day

Seniors Committee to consider whether this is a program they would like to pursue in the future.

5.4 Unsafe Pathways and Car Parks

Committee members discussed issues with multiple pathways and carparks including the Princess Royal Fortress amphitheatre and Mount Melville car park.

6.0 GENERAL DISCUSSION

6.1 Reports and Papers

MCCD discussed latest reports from Federal and State Government related to Senior's including:

- The Federal Governments Advisory Panel on the Economic Potential of Senior Australians report: Realising the Economic Potential of Senior Australians - *turning grey into gold*;
- The State Government - Department for Communities Report: 2011 Profile of WA Seniors – *Current Issues and Projected Trends*.

ACTION: An email will be sent providing a website links for Committee Members to view these reports at their discretion.

6.2 Council of Ageing Western Australia Conference

MCCD advised the COTA conference will be held in Perth Thursday 21 and Friday 22 June 2012 at the Tradewinds Hotel Fremantle.

6.3 Seniors Week

MCCD advised that seniors week is scheduled for 11 November to 18 November 2012.

6.4 Advertise re-establishment of Senior's Committee in local paper

Committee discussed regular promotion of Seniors committee meetings.

ACTION: MCCD to draft media release advising of new Seniors Committee with Councillor contact details.

6.5 City Of Albany - Community Development Staff

MCCD advised of CoA Community Development staff:

Tammy Flett: Senior Community Development Officer
Rani Param: Community Development Officer

6.6 Census Results

General discussion on numbers of Senior's in the community. MCCD advised that Census figures will be released in July.

6.7 Plant Trees for Senior's turning 100

Discussion regarding whether council was still supporting the planting of trees for Community members turning 100 and whether Seniors Committee members were invited to these ceremonies.

7.0 DATE OF NEXT MEETING:

Next scheduled meeting 15 May 2012

Senior's Committee members noted that they would like to hold monthly meetings. The Terms of Reference (TOR) will need to be revised to reflect this and be approved by the Governance Committee. The proposed date for the next meeting assuming a monthly meeting schedule is 17 April 2012.

ACTION: MCCD to amend TOR for presentation to Governance Committee for approval.

8.0 CLOSURE OF MEETING

The Chair declared the meeting closed at 10:45am.

CONFIRMED: CHAIRPERSON  DATE: 17 / 4 / 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
3 April 2012
Responsible Officer : Executive Director Community Services
(L Hill)

IN BRIEF

- Receive the minutes of the Marketing Albany Committee.

**ITEM 1.1.3: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR HOLDEN**

The **CONFIRMED** minutes of the Marketing Albany Committee meeting held on Tuesday 3 April 2012, be **RECEIVED**.

CARRIED 11- 0



MARKETING ALBANY COMMITTEE

MINUTES

of the meeting held 4.00pm Tuesday 03 April 2012,
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: CS.MEE.7/AM1223329)

1.0 ATTENDANCE

Councillors:	
Mayor Dennis Wellington (DW)	Mayor (Chair)
Councillor Chris Holden (CH)	Council Member
Councillor Vince Calleja (VC)	Council Member
Councillor Alan Hortin (AH)	Council Member
Councillor Greg Stocks (GS)	Council Member
Committee Members:	
Gaynor Clarke (GC)	Cape Howe Cottages
Cameron Syme (CS)	Latro Lawyers and Great Southern Distillery
Jodie Sounness (JS)	Albany Party Hire
Trevor Cosh (TC)	President, Albany Chamber of Commerce and Industry
Bruce Manning (BM) <i>Lindsay MacFarlane</i>	Chief Executive Officer, Great Southern Development Commission
Simon Lyas (SL)	Executive Director, Regional Development Australia
Staff:	
Faileen James (FJ)	Chief Executive Officer
Linda Hill (LH)	Executive Director, Community Services
Matthew Bird (MB)	Manager, Tourism & Development Services
Apologies/Leave of Absence:	
Nil	

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Nil

3.0 DISCLOSURE OF INTEREST

Nil

4.0 ITEMS FOR DISCUSSION

4.1 Election of Chair

ITEM 4.1: RESOLUTION

MOVED: Councillor Calleja
SECONDED: Councillor Holden

THAT Mayor Dennis Wellington be ELECTED Chair of the Marketing Albany Committee.

Mayor Wellington ACCEPTED nomination.

4.2 Committee Terms of Reference

- Dennis Wellington commenced as Chair of the Committee.
- Dennis Wellington reviewed Terms of Reference for Marketing Albany Committee (MAC). Bruce Manning queried Functions, point 2. Faileen James clarified that 'terms and cost benefits' related to projects or scope.
- Linda Hill and Faileen James clarified meeting cycle as quarterly rather than monthly subject to Council accepting recommendation from Governance Committee. This reflects the strategic rather than operational nature of the Committee.
- Dennis Wellington identified Rod Harris from WA Country Builders as an additional member on the MAC, subject to Governance Committee endorsement.
- Dennis Wellington provided update on ANZAC preparations responding to query from Jodie Sounness on roles and activities planned for ANZAC commutations.

4.3 Meeting and Agenda Settlement Procedure

- Linda Hill advised that agenda items would be called for three weeks in advance of a Committee meeting, with Agenda determined by the Chair and circulated two weeks in advance of meeting. Unconfirmed Minutes would be circulated to Members a week post a Committee meeting, to be confirmed at the next meeting of the Committee.

4.4 Update on Economic Development Activities

- Faileen James outlined responsibilities for economic development within the City of Albany (COA). Office of CEO responsible for overall economic development, Matt Bird as Manager Tourism Development and Services within the Community Services Directorate responsible for tourism development.
- Faileen James outlined and distributed economic development framework. Visioning of economic development to take both regional perspective and Albany centric approach (attached).
- Faileen James stressed the desire not to replicate or duplicate work of other local groups, rather focus on complementary activities that will have the best overall outcome for the resources invested.

- Faileen James provided update on Committee for Albany currently working with University of Western Australia to gather various demographic and socio-economic data. The opportunity for Albany and the region to focus on education was highlighted.
- COA is also a member of the Regional Capitals Alliance. The Alliance includes the Cities of Albany, Broome, Bunbury, Greater Geraldton, Kalgoorlie-Boulder, Port Hedland and Roebourne.
- Dennis Wellington encouraged Members to bring opportunities relating to economic development forward for discussion at MAC.
- Simon Lyas asked re the relationship of MAC to the City of Albany Strategic Plan. Faileen James confirmed that MAC activities will be guided by strategies identified in the Plan and strategies for economic and tourism development will align with the Key Focus Areas and Community Priorities in the Plan.

4.5 Update on Proposal for Regional Destination Marketing

- Faileen James reported CEOs of Albany, Denmark and Plantagenet shires are supportive of a regional approach to destination promotion with Taste Great Southern a good example of what can be achieved. MAC members discussed various models used in the past and the importance of working as a region was highlighted with regard to being prepared and able to handle the forthcoming 100 year commemoration of ANZAC in 2014.
- Matt Bird provided more information on sub regional concept and proposed similar model used by Tourism Goldfields Network where 6 Local Government Associations (LGAs) contribute \$30,000 each to fund marketing position and sub regional promotional budget (outline attached).
- MAC members discussed merits of adopting a regional perspective however there was a strong desire to also promote the Amazing Albany brand and focus on Albany centric activities.
- Cameron Syme requested clarity on how a regional based marketing system would work.

ACTION 4.5:

- Faileen James to continue to investigate sub regional promotional model with other CEOs.
- Matt Bird to circulate previous Amazing Albany brand strategy.

4.6 Update on Albany Visitor Destination Development Strategy

- Matt Bird provided an update on Visitor Destination Development Strategy (VDDS). The COA contracted Gaynor Clarke to assist in the development of the VDDS. Research and survey work has been undertaken to inform the Strategy. MAC will be invited to review and provide feedback in the coming months with the aim of having an implementation plan finalised by June to begin actioning in next financial year.
- Dennis Wellington proposed that in the short term, leadership in the tourism sector was required by the City however a more sustainable model was required in the longer term and this should be provided by the sector itself.

4.7 Role of ACCI, City of Albany and Other Entities in Tourism Development

- Faileen James reiterated the goal of not replicating existing work of other local groups.
- Simon Lyas identified Regional Development Australia (RDA) are currently reviewing its 10 year plan with a draft to be released June/July, tourism is now coming under economic development umbrella and the RDA's role is as an advocacy group that engages with local partners.

AGENDA ITEM 1.1.3 REFERS

- Bruce Manning provided an update on Great Southern Development Commission (GSDC) activities, marketing of tourism being part of the broader economic development activities that they undertake. GSDC support of Taste GS, PIAF, other iconic activities such as \$1.5m support for the Munda Biddi Trail, \$500,000 towards improvements at Discovery Bay (Whaleworld) and the Royalties for Regions program.
- Trevor Cosh identified meeting held with Albany Chamber Commerce and Industry (ACCI) members identified an industry gap. Trevor Cosh also identified that ACCI Board would support the City taking a leadership role in tourism development.
- Bruce Manning provided background and historical context to regional destination promotion in Great Southern and believed there would be support for a "South Coast" tourism regional approach. Dennis Wellington also provided some historical context to the same discussion identifying industry division as a barrier to regional success in the past.
- Greg Stocks noted that the 100 year Anzac commemoration is the catalyst to bring the various industry sectors together.
- Bruce Manning highlighted the need for all LGAs to provide a minimum funding commitment of 3 to 5 years if the regional model is to be successful.
- Discussion included whether regional models should be industry membership based or not. Gaynor Clarke identified that Byron Bay and Noosa had moved away from industry memberships with funding secured via LGAs implementing a modest promotional levy on local businesses. Matt Bird identified the Great Ocean Road model as worth investigating from a branding perspective.
- Vince Calleja highlighted the need not to just focus on tourism branding but also that liveability should be a major focus.

4.8 Cr Holden item

- Cr Holden withdrew this item and will discuss with CEO.

5.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

- 1.1 Goal is to grow local population from current 36,000 to 50,000. Workshop session with MAC members to develop Albany Vision
- 1.2 Amazing Albany brand
- 1.3 Welcome signage

6.0 GENERAL DISCUSSION

- Simon Lyas congratulated the COA on its new road entry signage.

7.0 DATE OF NEXT MEETING:

- Tuesday 1 May 2012 4.00 – 5.30pm

8.0 CLOSURE OF MEETING

- The Chair declared the meeting closed at 5.20pm.

CONFIRMED: CHAIRPERSON



DATE:

1 / 5 / 12

Economic Development

In its simplest form, Economic Development is about achieving a sustainable increase in living standards that delivers increased incomes and improved social well being to the members of the community. Economic Development is not simply about individuals and businesses – it contributes to the well being and prosperity of the whole community – individuals, families, business, industry and Local Government itself.

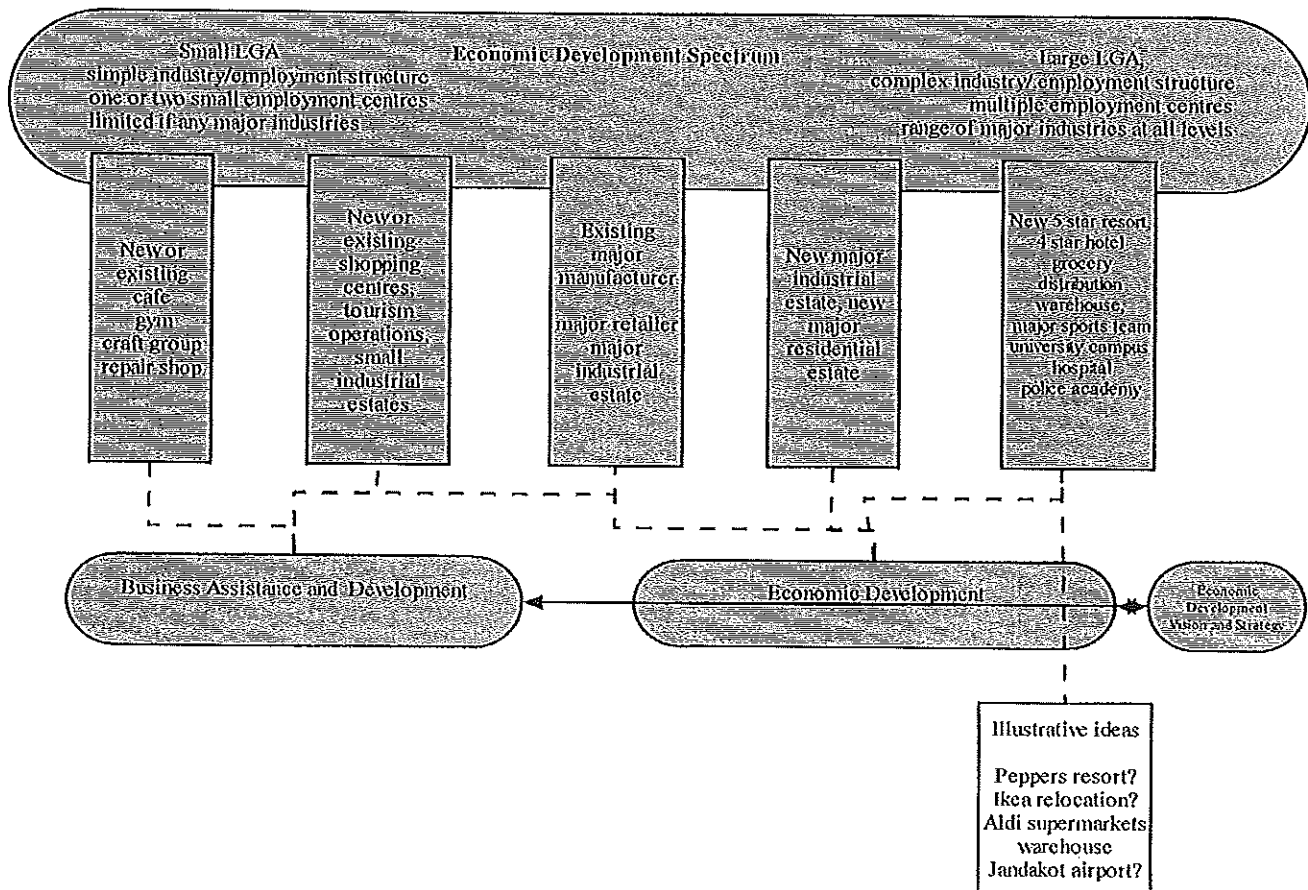
Achieving the positive benefits of economic development takes time and requires a Vision and the associated strategic and operational planning. Local Government can assist to facilitate the articulation of this Vision. Developing and achieving this vision, once decided, will also require resources of the necessary scale and specialization. This resource commitment will vary according to the agreed desired economic development outcomes.

At the small scale, it may involve retaining employment opportunities in small main street businesses. At the large end it may involve attracting large multi million dollar industry investments to fill identified gaps in the development of existing industries or to stimulate the development of completely new industries.

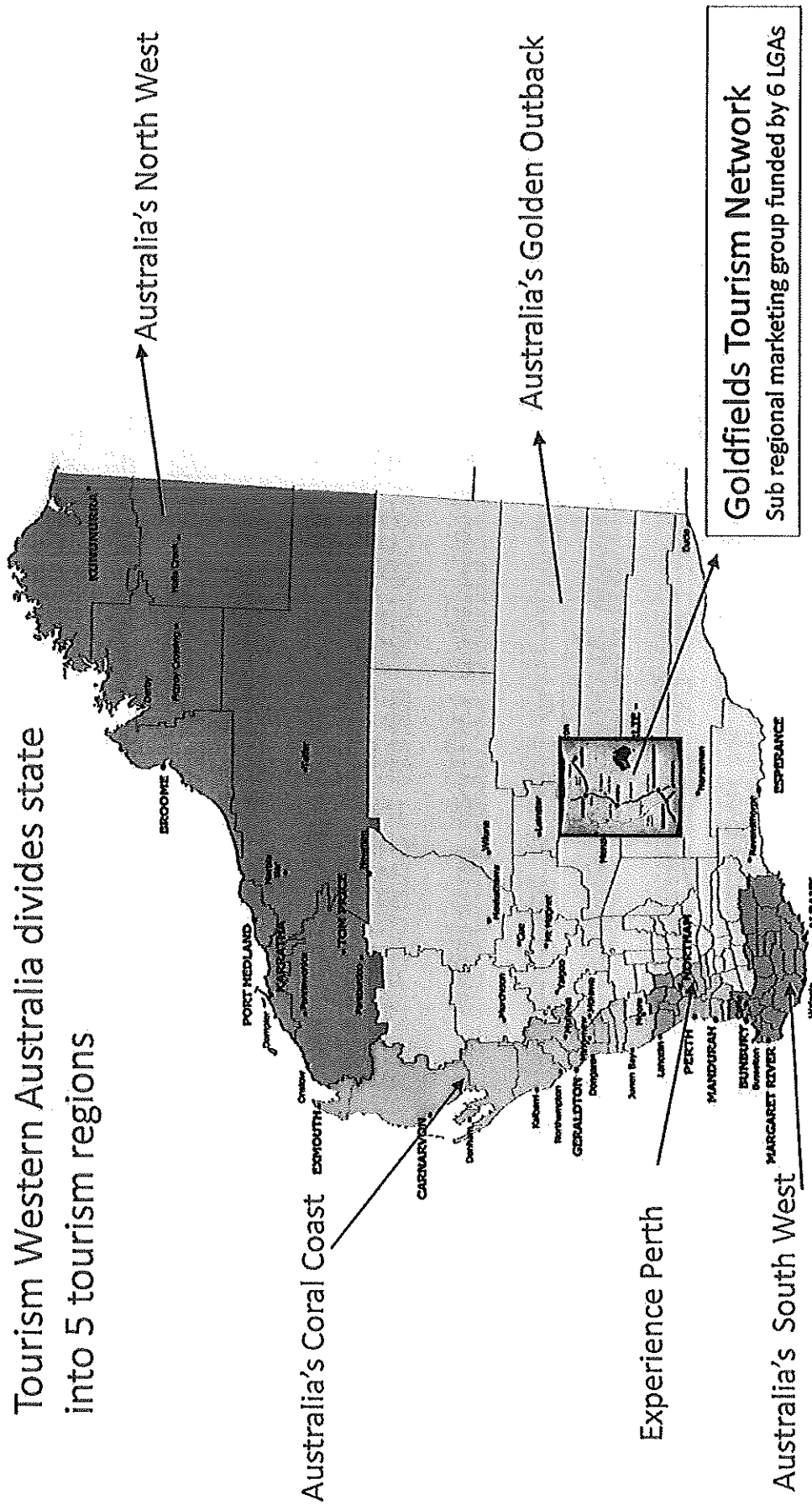
The following diagram illustrates this idea and is sourced from economic development specialists Economic Research Associates. As can be seen from the spectrum, for smaller LGA’s economic development refers more to “business assistance and development”, however as the LGA increases in size, has additional population and local employment demands, then economic development moves to creating industrial and housing estates and finally attracting large scale private and government infrastructure projects.

So economic development will mean different things to different LGAs depending on what is ultimately the required outcomes. Regardless of the scale and scope of economic development a LGA undertakes, a critical element is the development of an agreed Economic Development Vision and Strategy.

Visual representation of the Economic Development Spectrum



Tourism Western Australia divides state into 5 tourism regions



Goldfields Tourism Network
Sub regional marketing group funded by 6 LGAs

Proposed South Coast (?) Tourism
Sub regional marketing group Walpole to Bremer Bay, or to Esperance?
LGA's Manjimup, Denmark, Plantagenet, Albany, Jerramungup, Ravensthorpe, Esperance

Proposed South West Edge
National Landscapes – Bunbury to Esperance

Three Key Components of Visitor Destination Development

- **Visitor Servicing;** defined as providing visitors accurate and useable travel information either prior to arrival or once entering a particular destination. For City of Albany, visitor servicing is delivered by the Albany Visitor Centre and represents the majority of the City's current investment in local tourism.
- **Destination Marketing;** defined as the management process through which the responsible promotion bodies/agencies and/or tourist enterprises identify their selected tourists, actual and potential, communicate with them to ascertain and influence their wishes, needs, motivations, likes and dislikes and to finally deliver tourist products to achieve optimal tourist satisfaction. Critical success factors for a tourism destination will be the effective marketing of the area's unique selling points.
- **Product Development/Infrastructure Investment;** product development relates directly to why people decide to visit and how long they spend in a destination, and even in a natural setting, remains a key component of the visitor experience. Product development can be grouped under six headings, commonly referred to as the (6As); attractions, activities, accommodation, amenities, attitudes and access.

Source: Tourism WA

1.1.4: CULTURAL AND COMMUNITY DEVELOPMENT COMMITTEE

File Number (Name of Ward) : CS.MEE.6
Proponent : City of Albany
Appendices : Minutes of the Cultural and Community Development
Committee 27 March 2012
Responsible Officer : Executive Director Community Services
(L Hill)

IN BRIEF

- Receive the minutes of the Cultural and Community Development Committee.

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

**MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR DUFTY**

The CONFIRMED minutes of the Cultural and Community Development Committee meeting held on Tuesday 27 March 2012, be RECEIVED.

CARRIED 11-0



**CULTURAL AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES**

For the meeting held from 4.00pm to 5.00pm on Tuesday 27 March 2012,
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: CS.MEE.6/AM1223378)

1.0 ATTENDANCE

Councillors:	
Councillor Chris Holden	Councillor
Councillor Don Dufty	Councillor
Councillor Sarah Bowles	Councillor
Committee Members:	
Ms Rachel Wilsher-Saa	Community Representative
Dr Dell Dennis	Community Representative
Ms Dianne Loftus-Taylor	Community Representative
Mr Tim Riessen	Community Representative
Staff:	
Ms Faileen James (FJ)	Chief Executive Officer
Ms Linda Hill (LH)	Executive Director, Community Services
Adam Cousins (AC)	Manager, Cultural and community Development
Apologies/Leave of Absence:	

**2.0 DISCLOSURE OF INTEREST
NIL**

3.0 ITEMS FOR DISCUSSION

- LH introduced meeting and provided an overview of Community Services at the City of Albany.
- Round table committee member introductions.

3.1 Election of Chair

ITEM 3.1: RESOLUTION

**MOVED COUNCILLOR DUFTY
SECONDED COUNCILLOR HOLDEN**

**THAT COUNCILLOR BOWLES BE Elected CHAIR OF THE CULTURE AND
COMMUNITY DEVELOPMENT COMMITTEE**

CR BOWLES ACCEPTED NOMINATION

- Cr Bowles commenced as Chair of Committee.

3.2 Committee Terms of Reference

- LH reviewed Terms of Reference.
- LH and FJ clarified meeting cycle as quarterly.
- LH clarified standing orders.
- LH clarified quorum.

3.3 Meeting and Agenda Settlement Procedure and Committee Administration and Communication

- Discussion held regarding distribution of Committee contact details to all Committee members. Agreed to distribute contact emails only.

ACTION: Secretariat to coordinate distribution of Committee contact list with emails only.

- Review of agenda settlement process. AC reviewed process and timeline for agenda settlement.

Discussion regarding ANZAC Centenary.

- Cr Holden clarified that Council were considering ANZAC matters separately from the CCD Committee.
- FJ clarified City's approach to ANZAC.
- Dr Dell Dennis commented that there appeared to be less people in the CBD comparatively to 5 years ago and the ANZAC Centenary may be important in regard to enhancing the vibrancy of the CBD.
- Chair asked LH and AC to clarify proposed community involvement in ANZAC.
- LH clarified there were two distinct components to the project: Infrastructure Build and Management/Events.
- Chair requested that an update on ANZAC Centenary projects be added as a standing agenda item for the committee.

ACTION: Secretariat to include ANZAC Centenary projects as a standing agenda item and to update the Committee on project progress.

3.4 Art Exhibitions/Competitions

- Cr Holden discussed art awards currently delivered by the City of Albany and distributed a paper for review (see attachment 1).
- General discussion by the Committee regarding the purpose, goals and objectives of the awards and whether these were being achieved including discussion on cost and benefits.
- The Chair noted further information was required for the Committee to form a position including:
 - History of prizes;
 - Current status and outcomes; and
 - Budget information.

AGENDA ITEM 1.1.4 REFERS

Once this information was available the Committee could review the exhibition/prizes and look at possible options.

- Chair noted that the review needed to be conducted prior to a Committee recommendation to Council.

ACTION: Secretariat to prepare a report for the Committee on current City of Albany Exhibitions and Art Prizes including history, outcomes and cost.

NOTED: Dianne Loftus-Taylor strongly objected to all three recommendations in the paper distributed by Cr Holden. Commented that all the facts are not known for an informed decision to be made.

3.5 Sportsperson of the Year Awards

- AC discussed sportsperson of the year awards and requirement for a Committee member to be on the selection panel.
- Ms Rachel Wilsher-Saa nominated for this role.

ACTION: Secretariat to advise Ms Rachel Wilsher-Saa of dates of section panel meetings and associated requirements.

3.6 Australia Day Awards

- AC discussed Australia Day Awards and requirement for a Committee member to be on the selection panel.
- Cr Sarah Bowles, Cr Don Dufty, Dr Dell Dennis and Mr Tim Riessen nominated for this panel.

ACTION: Secretariat to advise Cr Sarah Bowles, Cr Don Dufty, Dr Dell Dennis and Mr Tim Riessen of dates of section panel meetings and associated requirements.

4.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

4.1 Kite Surfing

- Chair raised regulation of designated Kite Surfing Recreational Zones. Requested a future report on options for the development of a City position on designated Kite Surfing Recreational Zones.

ACTION: Secretariat to discuss with Manager of Recreation Services, Cameron Woods and FJ to develop timeline for possible future report on Kite Surfing Recreation Zones.

5.0 GENERAL DISCUSSION

5.1 Committee Evaluation

- Discussion regarding how the Committee was going to measure its effectiveness.
- Chair noted that a standing agenda item should be:
Is the committee serving the Terms of Reference?

AGENDA ITEM 1.1.4 REFERS

- Ms Rachel Wilsher-Saa noted that a future discussion should be held around the Committees understanding of culture and community development more broadly and within the Albany context.

ACTION: Secretariat to add standing agenda item as: Is the committee serving the Terms of Reference?

ACTION: Secretariat to add agenda item for next meeting on culture and community development.

5.2 Duration of meetings

- Discussion regarding duration of meetings and given the change to quarterly meetings if 1hr was sufficient. Agreed that meetings should be scheduled for 2hrs from 3.30pm - 5.30pm.

ACTION: Secretariat to schedule meetings for 2hrs and confirm meeting room availability.

5.3 Town Hall and Albany Art Prize

- LH reviewed development at the Town Hall and advised that the Albany Art Prize was opening on Saturday 31 March 2012.

5.4 Jack Family Trust

- Ms Dianne Loftus-Taylor tabled whether the Jack Family Trust should be invited to a future meeting as part of discussion around the Albany Art Prize.
- LH noted it would be appropriate for the Committee to review the future report on Art Exhibitions and prizes prior to any discussion with the Jack Family Trust.

6.0 DATE OF NEXT MEETING

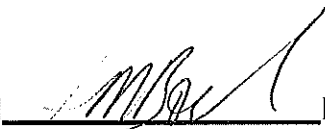
- Discussion held regarding the date of the next meeting given change to quarterly schedule.
- Agreed to schedule a meeting prior to May.

ACTION: Secretariat to confirm a meeting date with the Chair.

7.0 CLOSURE OF MEETING

Meeting closed at 5.25pm

CONFIRMED: CHAIRPERSON



DATE: 24, 4, 12

1.2: COMMON SEAL AND EXECUTED DOCUMENTS UNDER DELEGATION REPORTS

Responsible Officer : Chief Executive Officer (F James)
Attachments : Common Seal Report

IN BRIEF

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

ITEM 1.2: RESOLUTION

MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR HOLDEN

THAT the Common Seal Report for May 2012 be RECEIVED.

CARRIED 11-0

NCSR1223982 C12001

COPY OF COMMON SEAL

ITEM: 4.4 OCM 17/04/2012

REF: CONTRACT C112001 PROVISION OF BANKING AND BILL PAY SERVICES

PARTIES: CITY OF ALBANY AND COMMONWEALTH BANK OF AUSTRALIA

MAYOR AND CEO 1 COPY

NCSR1224027 DES233

COPY OF COMMON SEAL

ITEM: N/A

REF: DRAINAGE EASEMENT UNIVERSITY OF WESTERN AUSTRALIA-STIRLING
TERRACE ALBANY

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

SIGNED MAYOR AND CEO 1 COPY

NCSR1224071 330-09

COPY OF COMMON SEAL

ITEM: N/A

REF: SECTION 70A NOTIFICATION FOR WAPC 330-09 20 WILLIAM STREET

PARTIES: CITY OF ALBANY AND KELVIN JOHN TOMBLESON

MAYOR AND CEO 1 COPY

NCSR1224132 PRO357

COPY OF COMMON SEAL

ITEM: 4.6 OCM 15/03/2011

REF: SALE OF LOT 410 (20) GIFFORD STREET, LOCKYER

PARTIES: CITY OF ALBANY AND HUDSON HENNING AND GOODMAN SETTLEMENT
AGENTS

MAYOR AND CEO 1 COPY

NCSR1224206 PRO357

COPY OF COMMON SEAL

ITEM: 4.6 OCM 15/03/2011

REF: SALE OF LOT 405 (10) GIFFORD STREET, LOCKYER

PARTIES: CITY OF ALBANY AND HHG LEGAL GROUP

MAYOR AND CEO 1 COPY

NCSR1224265 PRO357

COPY OF COMMON SEAL

ITEM: 4.6 OCM 15/03/2011

REF: SALE OF LOT 482 (5) GREYHOUND CIRCLE, LOCKYER

PARTIES: CITY OF ALBANY AND HHG LEGAL GROUP

MAYOR AND CEO 1 COPY

NCSR1224266 PRO357

COPY OF COMMON SEAL

ITEM: 4.6 OCM 15/03/2011

REF: SALE OF LOT 403 (6) GIFFORD STREET, LOCKYER

PARTIES: CITY OF ALBANY AND HHG LEGAL GROUP

MAYOR AND CEO 1 COPY

NCSR1224418 C11023
COPY OF COMMON SEAL
ITEM: 5.1 OCM: 15.05.12
REF: CONTRACT C11023(B)- SUPPLY AND DELIVERY OF CONCRETE DRAINAGE
PRODUCTS (EXCLUDING REINFORCED CONCRETE PIPES)
PARTIES: CITY OF ALBANY AND ALBANY PRECAST PTY LTD TRADING AS AGCRETE
SIGNED BY MAYOR AND CEO 1 COPY

NCSR1224419 PRO357
COPY OF COMMON SEAL
ITEM: 4.6 OCM: 15.03.11
REF: SALE OF LOT 482 (5) GREYHOUND CIRCLE, LOCKYER - TRANSFER OF LAND
PARTIES: CITY OF ALBANY AND HHG LEGAL GROUP
MAYOR AND CEO 1 COPY

NCSR1224420 PRO357
COPY OF COMMON SEAL
ITEM: 4.6 OCM: 15.03.11
REF: SALE OF LOT 401 (2) GIFFORD STREET, LOCKYER - TRANSFER OF LAND
PARTIES: CITY OF ALBANY AND HHG LEGAL GROUP
MAYOR AND CEO 1 COPY

NCSR1224425 F.LOA.1
COPY OF COMMON SEAL
ITEM: N/A OCM:N/A
REF: LOAN AGREEMENT WITH WA TREASURY CORPORATION DATED 29.05.12 LOAN
NO.26D
PARTIES: CITY OF ALBANY AND WA TREASURY CORPORATION
MAYOR AND CEO 1 COPY

NCSR1224435 PRO324
COPY OF COMMON SEAL
ITEM: 4.3.15 OCM: 14.12.10
ITEM: 4.6 OCM: 15.03.11
REF: DEED OF ASSIGNMENT OF LEASE - LOT 49 ON RESERVE 46802
PARTIES: CITY OF ALBANY AND WELLSTEAD PROGRESS ASSOC. INC. AND
WELLSTEAD COMMUNITY RESOURCE CENTRE INC.
SIGNED BY MAYOR AND CEO 4 COPIES

NCSR1224436 C11023
COPY OF COMMON SEAL
ITEM: 5.1 OCM: 15.05.12
REF: CONTRACT C11023(A)- SUPPLY AND DELIVERY OF CONCRETE DRAINAGE
PRODUCTS (REINFORCED CONCRETE PIPES)
PARTIES: CITY OF ALBANY AND BALL CONCRETE PIPES AND PRODUCTS
SIGNED BY MAYOR AND CEO 2 COPIES

NCSR1224486 GS.PRG.27
COPY OF COMMON SEAL
ITEM: N/A OCM: N/A
REF: RECREATIONAL BOATING FACILITIES SCHEME FUNDING AGREEMENT
PARTIES: CITY OF ALBANY AND MINISTER FOR TRANSPORT
SIGNED BY MAYOR AND CEO 2 COPIES

NCSR1224500 C12006

COPY OF COMMON SEAL

ITEM: N/A OCM: N/A

REF: CONTRACT C12006 - CENTENNIAL PARK LIVING STREAM RESTORATION

PARTIES: CITY OF ALBANY AND GREAT SOUTHERN SANDS TRADING AS
ARMOGEDIN PTY LTD

SIGNED BY MAYOR AND CEO 2 COPIES

EDR1223193 A37122
EXECUTED DOCUMENT
ITEM: 4.5 OCM 20/03/2012
REF: APPLICATION FOR SUBDIVISION LOT 33 ROCKY CROSSING ROAD
PARTIES: CITY OF ALBANY AND ADA MILDRED ALICE MOL
CEO 1 COPY

EDR1223914 RD.ACQ.1
EXECUTED DOCUMENT
ITEM: 4.9 OCM 21/02/2012
REF: APPLICATION FOR SUBDIVISION-LOT 9000 LOWER DENMARK ROAD,
CUTHBERT. WIDENING OF PHILLISKIRK ROAD AND DRAINAGE RESERVE
PARTIES: CITY OF ALBANY AND BARRY JOHN PANIZZA
CEO 1 COPY

EDR1223980 IT.COT.1
EXECUTED DOCUMENT
ITEM: N/A
REF: LEASING OF STORAGE AREA NETWORK UNDER COMMON USAGE
AGREEMENT 12010 (DEPT OF FINANCE WA)
PARTIES: CITY OF ALBANY AND EMC GLOBAL HOLDING COMPANY (AUSTRALIAN
BRANCH)
CEO 1 COPY

EDR1223894 IT.COT.1
EXECUTED DOCUMENT
ITEM: 6.1 SCM 09/08/11
REF: PRINT MANAGEMENT PLAN VARIATION
PARTIES: CITY OF ALBANY AND RICOH/BEST OFFICE SYSTEMS
SIGNED BY CEO 1 COPY

EDR1223985 GS.PRG.21
EXECUTED DOCUMENT
ITEM: 4.6 OCM 15/03/11
REF: MAIN ROADS STATE BLACKSPOT FUNDING REPORTS
PARTIES: CITY OF ALBANY AND GREAT SOUTHERN SANDS AND REGIONAL AND
LOCAL COMMUNITY INFRASTRUCTURE PROGRAM
SIGNED BY CEO 1 COPY

EDR1224070 ES.AWP.1
EXECUTED DOCUMENT
ITEM: 4.6 OCM 15/03/2011
REF: SOUTH COAST BUSH FIRE BRIGADE-AWARD FOR NATIONAL MEDAL
PARTIES: CITY OF ALBANY AND FIRE AND EMERGENCY SERVICE AUTHORITY
CEO F JAMES 1 COPY

EDR1223603 GR.STL.1
ITEM: N/A OCM: N/A
REF: END USER AGREEMENT FOR DIRECT BRIGADE MONITORING SERVICES
PARTIES: CITY OF ALBANY AND FIRE AND EMERGENCY SERVICE AUTHORITY
SIGNED BY CEO 1 COPY

EDR1224105 GS.PRG.36
EXECUTED DOCUMENT
ITEM: 4.6 OCM: 15.03.2011
REF: GRANT APPLICATION - NATIONAL LIBRARY OF AUSTRALIA. COMMUNITY
HERITAGE GRANT 2012.
PARTIES: CITY OF ALBANY AND NATIONAL LIBRARY OF AUSTRALIA
SIGNED BY CEO 1 COPY

EDR1224108 ED.PJT.2
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
REF: ANZAC PEACE PARK - PROGRESS CLAIM NO 6
PARTIES: CITY OF ALBANY AND SMITH CONSTRUCTION
SIGNED BY CEO 1 COPY

EDR1224133 ET.COT.1
EXECUTED DOCUMENT
ITEM: 4.6 OCM: 15.03.2011
REF: ELECTRICITY SALES AGREEMENT GREATER THAT 160 MWH PER ANNUM FOR
CITY OF ALBANY NORTH ROAD, MERCER ROAD, LIBRARY AND AIRPORT.
PARTIES: CITY OF ALBANY AND ELECTRICAL RETAIL CORPORATION T/AS SYNERGY
WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION.
SIGNED BY CEO 1 COPY

EDR1224134 ET.COT.1
EXECUTED DOCUMENT
ITEM: 4.6 OCM: 15.03.2011
REF: ELECTRICITY SALES AGREEMENT GREATER THAN 160MWH PER ANNUM FOR
ALAC AND HOCKEY STADIUM
PARTIES: CITY OF ALBANY AND ELECTRICAL RETAIL T/AS SYNERGY WESTERN
AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION
SIGNED BY CEO 1 COPY

EDR1224138 GS.APC.2
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
REF: ROYALTIES FOR REGIONS - COUNTRY LOCAL GOVERNMENT FUND REGIONAL
GROUPINGS ALLOCATION
PARTIES: CITY OF ALBANY AND GREAT SOUTHERN DEVELOPMENT AUTHORITY
SIGNED BY CEO 1 COPY

EDR1224140 C12007
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
REF: CONTRACT C12007 LETTER FOR ALBANY AIRPORT SECURITY UPGRADE.
PURCHASE ORDER 60141 FOR ALBANY AIRPORT SECURITY UPGRADE
PARTIES: CITY OF ALBANY AND AUSSIE MODULAR SOLUTIONS.
SIGNED BY CEO 1 COPY

EDR1224182 LE.INF.6
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
REF: PROTOCOLS FOR RELEASE OF VEHICLE OWNER DETAILS BY WA POLICE
PARTIES: CITY OF ALBANY AND WEST AUSTRALIAN POLICE
SIGNED BY CEO 1 COPY

EDR1224184 CS.AGR.3
EXECUTED DOCUMENT
ITEM: 4.6 OCM: 15.03.2011
REF: DEED OF SETTLEMENT BETWEEN SEAT ADVISOR HOLDINGS PTY LTD.
PARTIES: CITY OF ALBANY AND SEAT ADVISORY HOLDINGS
SIGNED BY CEO 1 COPY

EDR1224186 A16044
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
REF: APPLICATION FOR GRANT OF PLANNING SCHEME CONSENT FOR ALBANY AIRPORT
PARTIES: CITY OF ALBANY
SIGNED BY CEO 1 COPY

EDR1224202 RD.RDC.1
EXECUTED DOCUMENT
ITEM: 4.6 OCM: 15.03.11
REF: ALBANY CYCLING CLUB RIDES
PARTIES: CITY OF ALBANY AND ALBANY CYCLING CLUB
SIGNED BY CEO 1 COPY

EDR1224203 GS.PRG.21
EXECUTED DOCUMENT
ITEM: 4.6 OCM: 15.03.11
REF: MAIN ROADS STATE BLACKSPOT FUNDING
PARTIES: CITY OF ALBANY AND MAIN ROADS WA
SIGNED BY CEO AND MAYOR 1 COPY

EDR1224247 A140428
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
REF: PLANNING SCHEME CONSENT - ALBANY VISITORS CENTRE
PARTIES: CITY OF ALBANY
SIGNED BY CEO 1 COPY

EDR1224276 C10018
EXECUTED DOCUMENT
ITEM: 4.6 OCM: 15.03.2011
REF: CONTRACT TO CONSTRUCT DOWN ROAD
PARTIES: CITY OF ALBANY AND WESTERN STABILISERS
SIGNED BY CEO 1 COPY

EDR1224304 GS.PRG.27
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
REF: AGREEMENT FOR RECREATIONAL BOATING FACILITIES AND COASTAL
PROTECTION FUNDS
PARTIES: CITY OF ALBANY AND DEPT. OF TRANSPORT
SIGNED BY CEO 1 COPY

EDR1224325 A150506
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
REF: APPLICATION FOR BUILDING PERMIT - ADDITION TO THE EXISTING ALBANY
SEA RESCUE GROUP BOAT STORAGE SHED
PARTIES: CITY OF ALBANY AND ALBANY SEA RESCUE SQUAD INC.
SIGNED BY CEO 1 COPY

EDR1224326 WM.SPV.1
EXECUTED DOCUMENT
ITEM: N/A OCM: N/A
REF: MEMORANDUM OF UNDERSTANDING - HOUSEHOLD HAZARDOUS WASTE
PARTIES: CITY OF ALBANY AND WALGA
SIGNED BY CEO 1 COPY

EDR1224395 RD.RDC.1
EXECUTED DOCUMENT
ITEM: 4.6 OCM: 15.03.2011
REF: APPLICATION FOR TEMPORARY SUSPENSION OF THE ROAD TRAFFIC AND
TRAFFIC MANAGEMENT PLAN FOR THE VERVE ENERGY OFFICIAL OPENING OF THE
GRASMERE WIND FARM
PARTIES: CITY OF ALBANY
SIGNED BY CEO 1 COPY

EDR1224409 FM.LOA.1
EXECUTED DOCUMENT.
ITEM:N/A OCM: N/A
REF: SUMMARY OF TERMS OF LOAN AND REPAYMENT SCHEDULE
PARTIES: CITY OF ALBANY AND WA TREASURY CORPORATION
SIGNED BY CEO 1 COPY

EDR1224413 RC.SPV.3
EXECUTED DOCUMENT.
ITEM: 4.6 OCM: 15.03.11
REF: RELEASE OF BANK GUARANTEE TO DUWAL PTY LTD FOR ALAC STAGE 2
PARTIES: CITY OF ALBANY AND DUWAL PTY LTD
SIGNED BY CEO 1 COPY

EDR1224417 CM.RPT.2
EXECUTED DOCUMENT.
ITEM:4.6 OCM: 15.03.11
REF: ANNUAL COMPLIANCE RETURN FOR 2011
PARTIES: CITY OF ALBANY
SIGNED BY CEO AND MAYOR 1 COPY

EDR1224426 A64591
EXECUTED DOCUMENT.
ITEM:N/A OCM: N/A
REF: APPLICATION FOR GRANT OF PLANNING SCHEME CONSENT
PARTIES: CITY OF ALBANY
SIGNED BY CEO 1 COPY

EDR1224485 GS.PRG.27
EXECUTED DOCUMENT.
ITEM:N/A OCM: N/A
REF: RECREATIONAL BOATING FACILITIES SCHEME FUNDING AGREEMENT FOR
WORKS PROJECT
PARTIES: CITY OF ALBANY AND MINISTER FOR TRANSPORT
SIGNED BY CEO 1 COPY

EDR1224487 DES242
EXECUTED DOCUMENT.
ITEM:4.6 OCM: 15.03.2011
REF: LOWER DENMARK ROAD RECONSTRUCTION, ELLEKER TOWNSITE CONTRACT
C12003
PARTIES: CITY OF ALBANY
SIGNED BY CEO 1 COPY

EDR1224488 RD.PJM.1
EXECUTED DOCUMENT.
ITEM:N/A OCM: N/A
REF: VARIATION TO ROYALTIES FOR REGIONS TOWN CENTRE ENHANCEMENT
PROGRAM
PARTIES: CITY OF ALBANY AND GREAT SOUTHERN DEVELOPMENT COMMITTEE
SIGNED BY CEO 1 COPY

EDR1224490 IM.OPT.6
EXECUTED DOCUMENT.
ITEM:N/A OCM: N/A
REF: IBM MESSAGE LABS ANNUAL CONTRACT FOR MANAGED SECURITY SERVICES
PARTIES: CITY OF ALBANY AND IBM AUSTRALIA LIMITED
SIGNED BY CEO 1 COPY

EDR1224533 RD.DEC.10
EXECUTED DOCUMENT.
ITEM:N/A OCM: N/A
REF: DEC CLEARING APPLICATION
PARTIES: CITY OF ALBANY
SIGNED BY CEO 1 COPY

EDR1224534 GS.APC.2
EXECUTED DOCUMENT.
ITEM:N/A OCM: N/A
REF: GRANT AGREEMENT SIGNING - PADRE WHITE LOOKOUT
PARTIES: CITY OF ALBANY AND GREAT SOUTHERN DEVELOPMENT COMMISSION
SIGNED BY CEO 1 COPY

1.4: EMPLOYMENT OF DESIGNATED SENIOR EMPLOYEE – COMMUNITY SERVICES EXECUTIVE DIRECTOR

CONFIDENTIAL REPORT – this Report refers to individual employees and discusses their performance. Accordingly, this information should be considered behind closed doors to maintain the confidentiality of those employees.

Responsible Officer : Chief Executive Officer (F James)

IN BRIEF

- The current Executive Director of Community Services joined the City, on recruitment by the CEO, in April 2011.
- At that time, the Executive Director entered a three month contract, with the option of month to month extension.
- The Executive Director has advised the CEO that she intends to leave the employ of the City at the end of July 2012, after the completion of the Airport Security project.

RECOMMENDATION

**ITEM 1.4: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR GREGSON**

THAT Council SUPPORT the CEO's determination to fill, in an acting capacity, the position of Executive Director Community Services Directorate by Mr Cameron Woods for a term not exceeding one year.

CARRIED 11-0

STATUTORY IMPLICATIONS

20. Under the *Local Government Act 1995* section 5.74, the position of Executive Director is a designated employee as “an employee nominated by the local government to be a designated employee;
21. Under the *Local Government (Administration) Regulations 1996*, Regulation 18A, where the position of the Executive Director Community Services (as a designated employee) is to filled in an acting capacity, that person so acting is not to be appointed for a term not exceeding one year.

GOVERNMENT CONSULTATION

22. Nil applicable.

PUBLIC CONSULTATION

23. Nil applicable

STRATEGIC IMPLICATIONS

24. Appointing Mr. Woods to the acting Executive Director Community Services Directorate meets the following Key Focus Areas of the *City of Albany Strategic Plan 2011-2021*:

Community Focussed Organisation:

25. Since his engagement, Mr Woods has taken a proactive approach to the strategies of - “*communicate with residents and stakeholders clearly and concisely in a timely manner*” and “*invite community representatives to participate in working and advisory groups on an as need basis*”.
26. He has won the respect of Department of Sport and Recreation officers, and several City of Albany recreation sporting groups for his preparedness to do so.

Organisational Performance

27. By appointing Mr Woods to the acting Executive Director position, the City will show staff, and particularly its valued Managers, that the City does “live” its strategies in respect of Organisation Performance through:
- *Respect the advice from qualified professional staff* – Mr Woods has made a few presentations to Council Committees now, and on each occasion Committee members have thanked him for the good work he has done in respect of the presentation, and commented on the value Mr Woods is adding to meeting City objectives, and the City’s staff base.
 - *“Develop effective human resources policies to facilitate the recruitment and retention of trained staff”* – The City has procedures in place for recruitment, which includes providing opportunity for current staff to act in positions. However, given this position is a designated employee position, then the *Local Government Act 1995* takes precedence.
 - *Showing “rewards and recognition...to recognise staff for outstanding work”*. As stated above, while all three Managers have shown excellent commitment to and performance in their roles, at this point in time Mr Woods is most able to accept an acting role in the Executive Director role.
 - *“Fill(ing) vacant positions quickly”* while maintaining employee base stability at the most senior roles.

POLICY IMPLICATIONS

28. Nil applicable

RISK IDENTIFICATION AND MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Filling the position of Executive Director with a person who is not currently employed within the City, could contribute to staff instability</i>	<i>Almost Certain</i>	<i>Major</i>	<i>Extreme (20)</i>	<i>Appoint staff member to position who is a high – performer, already known to staff and respected by staff</i>
<i>Recruiting permanently at the time would delay having an Executive Director in place by as much as six months.</i>	<i>Likely</i>	<i>Severe</i>	<i>Extreme (20)</i>	<i>Appoint existing staff member (who is keen to accept such role) in an acting position immediately</i>
<i>Workload burden OSH risks to CEO, other Executive Team members and Community Services Managers if no Executive Director of Community Services appointed quickly</i>	<i>Almost Certain</i>	<i>Almost Certain</i>	<i>Extreme (25)</i>	<i>Appoint existing staff member (who is keen to accept such role) in an acting position immediately, providing one month handover period</i>

FINANCIAL IMPLICATIONS**LEGAL IMPLICATIONS**

31. A contract of employment would be entered into with any Executive Director appointed.

ALTERNATE OPTIONS

32. Advertise the Executive Director Community Services position for permanent recruitment, noting that if that position is not filled immediately, Council will be liable for the workload burden OSH risks to CEO, other Executive Team members and Community Services Managers if such appointment is not made and the person commences within the next six weeks.

SUMMARY CONCLUSION

33. Mr Woods is a high-performing Manager who is keen to have the opportunity to act in the Executive Director Community Services role for an extended period. He has the respect of his fellow managers and in particular the two managers who he will have to work closest with.
34. Mr Woods' commitment to the City would be recognised, and the CEO and Executive Management team supported, by his appointment, in an acting capacity of one year, to the Executive Director role.

ITEM 1.5: 2012-13 BUDGET ADOPTION

Proponent : City of Albany
Attachment : 2012/2013 Budget documents, including previously endorsed fees and charges for Community Services Business Units.
Responsible Officer : Chief Executive Officer (Faileen James)

IN BRIEF

- Council Members have participated in a series of budget preparation workshops, working with the City Executive, in preparing the 2012-13 draft Budget for adoption.

ITEM 1.5: RESOLUTION 1 VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR HOLDEN

THAT Council NOTE the two submissions received and these ratepayers be advised their submissions were considered by Councillors prior to adoption of the 2012-2013 Budget
CARRIED 11-0

ITEM 1.5: RESOLUTION 2 VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR BOWLES

Council adopt the following municipal rates in the dollar on unimproved values and gross rental valuations for the 2012-2013 financial year:

Rating Category 1 – GRV General

The Differential Rate on current Gross Rental Values for the 2012/2013 financial year on Rating Category (1) including: all GRV rateable land other than vacant land zoned Non Residential be 9.4388 cents in the dollar.

Rating Category 2 – GRV Non Residential (Vacant)

The Differential Rate on current Gross Rental Values for the 2012/2013 financial year on Rating Category (2) is vacant and is non residential by zoning be 7.6981 cents in the dollar.

Rating Category 3 – UV

The General Rate on current unimproved values for the 2012/2013 financial year on Rating Category (3) including all UV rateable land be 0.3277 cents in the dollar.

Minimum Rate

The Minimum Rate for rateable properties within the City of Albany be \$820.00

**CARRIED 10-1
 ABSOLUTE MAJORITY**

Record of Vote:

Against the Motion: Councillor Bostock

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REFER DISCLAIMER

ITEM 1.5: RESOLUTION 3**VOTING REQUIREMENT: ABSOLUTE MAJORITY****MOVED: COUNCILLOR STOCKS****SECONDED: COUNCILLOR CALLEJA**

THAT Council APPROVES the following Refuse Collection and Recycling charges for the City of Albany (including general refuse collection, hard waste collection, Bulk green waste collection, collection of recyclables and green waste) be adopted for the 2012-2013 financial year:

Residential Services

Full Domestic Refuse Service	\$284.00
Refuse Collection 140 Ltr MGB	Weekly
Recycling Collection 240 Ltr MGB	Fortnightly
Green Waste Collection 240Ltr MGB	Monthly

Additional Services

Additional Services (Maximum of One) with a full domestic rubbish service.

Refuse Collection 140 Ltr MGB (Inc GST)	Weekly \$79.00
Recycling Collection 240 Ltr MGB (Inc GST)	Fortnightly \$48.00
Green Waste Collection 240Ltr MGB (Inc GST)	Monthly \$40.00

Additional Full Domestic Refuse Service (Inc GST) \$312.00

**CARRIED 11 0
ABSOLUTE MAJORITY**

**ITEM 1.5: RESOLUTION 4
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR BOWLES**

THAT Council APPROVES Budgets for the following funds for the year ending 30 June 2013, be adopted:

- 1. Municipal Fund and the following Reserve Funds:
Airport Reserve
Albany Entertainment Centre
Albany Leisure And Aquatic Centre – Synthetic Surface “Carpet”
Albany Classic Barriers
Anzac Centenary
Bayonet Head Infrastructure Reserve
City of Albany General Parking Reserve
Emu Point Boat Pens Development Reserve
Master Plan Funding Reserve
Parks Development Reserve
Parks, Recreation Grounds & Open Space Reserve
Plant & Equipment Reserve
Refuse Collection & Waste Minimisation Reserve
Refuse Depot Reserve
Waste Management Reserve
Recreation Development Reserve
Roadworks Reserve
Planning Reserve
Roadworks Reserve
Regional Cities Alliance Reserve**
- 2. Trust Fund**

**CARRIED 11-0
ABSOLUTE MAJORITY**

19/06/2012

REFER DISCLAIMER

**ITEM 1.5: RESOLUTION 5
VOTING REQUIREMENT: ABSOLUTE MAJORITY****MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR HOLDEN****THAT Council APPROVES the due dates for payment of Rates and Rubbish Collection Charges for 2012-2013 be as follows:****Pay rates in full with discount 12 September 2012****Pay by two instalments****First Instalment Payment 12 September 2012****Second Instalment: 11 January 2013****Pay by four instalments**

- 1. First Instalment Payment (and 'Payment in Full'): 12 September 2012**
- 2. Second Instalment: 12 November 2012**
- 3. Third Instalment: 11 January 2013**
- 4. Fourth Instalment: 12 March 2013**

**CARRIED 11-0
ABSOLUTE MAJORITY**

ITEM 1.5: RESOLUTION 6**VOTING REQUIREMENT: ABSOLUTE MAJORITY****MOVED: COUNCILLOR CALLEJA****SECONDED: COUNCILLOR SUTTON**

THAT pursuant to the *Local Government Act 1995*, Council **APPROVES** the following Rates and Charges to provide for Administration and Interest Charges on Rating, Rubbish, Waste Recycling and General Debtor Collection charges during the 2012/2013 financial year:

6. Instalment Plan Administration Fee

An Instalment Plan Administration fee of \$3.00 for the second and each subsequent instalment notice issued will apply for rates and rubbish collection charges.

3. Late Payment Interest Charge

A charge on outstanding rates and rubbish collection accounts (including amounts owed on ad hoc Payment Plans) of 11% will be calculated daily at 0.0301% on a simple interest basis for the number of days from the account due date until the day prior to the day on which the payment is received.

4. Instalment Plan Interest Charge

An interest rate of 5.5% will be calculated on a daily basis at 0.0151% by simple interest basis from the due date of the first instalment as shown on the rate notice to the due date of each respective instalment.

5. Late Payment Interest Charge (Excluding Rates & Charges)

A charge of 11% interest, calculated on a simple interest basis for the number of days outstanding, may apply on unpaid debts (other than rates and rubbish collection charges) outstanding 35 days from the date of invoices raised after 1 July 2012.

In respect to the Late Payment Interest Charge on rates and charges, the method of calculating the interest charge is on the daily balance outstanding.

6. Waivers

Where a small balance remains on a property assessment due to circumstances such as a delay in the receipt of mail payments or monies from property settlements and additional daily interest has accumulated, amounts outstanding of \$5.00 and under will be waived, as it is not considered cost effective or equitable to recover from the new property owner. Estimated loss of revenue from this waiver is \$1,100.

**CARRIED 11-0
ABSOLUTE MAJORITY**

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ITEM 1.5: RESOLUTION 7
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR GREGSON

THAT Council APPROVES the Schedule of Fees and Charges (which forms part of the 2012/2013 Budget) be adopted effective from 01 July 2012.

CARRIED 10-1
ABSOLUTE MAJORITY

Record of Vote:

Against the Motion: Councillor Bostock

ITEM 1.5: RESOLUTION 8
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR DUFTY

THAT Council APPROVES Council adopts the Elected Member Sitting Fees and allowances as prescribed by the *Local Government (Administration) Regulations 1996* being:

Councillor Meeting Attendance Fee: \$7,000 per annum

Mayoral Meeting Attendance Fee: \$14,000 per annum

Councillor and Mayoral Telecommunications Allowance: \$1,800 per annum

Councillor and Mayoral Information Technology Allowance: \$1,000 per annum

Total Mayoral Allowance is \$60,000 per annum

Deputy Mayoral Allowance: \$15,000 per annum being 25% of the Mayoral Allowance.

CARRIED 11-0
ABSOLUTE MAJORITY

ITEM 1.5: RESOLUTION 9
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR HAMMOND
SECONDED: COUNCILLOR HOLDEN

THAT Council APPROVES a variance between actual and budget-to-date of greater than \$50,000 is considered to be a material variance for reporting purposes in the Statement of Financial Activity for 2012/2013.

CARRIED 11-0
ABSOLUTE MAJORITY

BACKGROUND

1. Council has spent considerable time in the last five months considering strategic and operational issues which will impact on the 2012/13 budget.
2. Gross Rental Value (GRV) for properties received from the Valuer General last year has been considered for this budget consideration.

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3. Under section 6.36 of the *Local Government Act 1995*, the City is required to advertise the proposed differential rates amounts for the 2012/13 financial year. Those proposed amounts were advertised, from 17 May 2012, for a period of 21 days in compliance with legislation.

DISCUSSION

4. Through Council workshops, Council members have considered various factors in developing a financially responsible budget while ensuring compliance with Local Government legislation, occupational safety and health requirements, continuation of the various services provided by the City, cost-saving initiatives and new capital projects that are “project ready” or will be required to be undertaken this financial year, given commitments previously made by Council.
5. Despite rising costs, the 2012-13 budget reflects the continuation of existing services, although possibly through different service and or workforce models.
6. An important consideration in preparing any budget is to ensure that Council works towards achieving financial sustainability for the future. The draft budget reflects a number of factors to maintain financial sustainability, which will impact not only on this year’s budget but will have a compounding effect in future budgets.
7. Long term financial sustainability will:
- Ensure the City improves its financial position
 - Provide greater stability and certainty to financial outcomes
 - Maximise the equitable distribution of City resources between current and future ratepayers
 - Provide opportunity to cater for a growing community
 - Ensure consistent delivery of community services
 - Ensure cost efficient development and maintenance of infrastructure
8. At the Ordinary Council meeting on 15 May 2012, the Council endorsed advertising proposed differential rates as below:

MOVED: COUNCILLOR ATTWELL
SECONDED: COUNCILLOR DUFTY

THAT Council ENDORSES advertising the proposed differential rates for the 2012-13 financial year as follows:

Description	Minimum Rate \$	Actual Rate in Dollar 2011-12	Proposed Rate in Dollar 2012-13
Gross Rental Value (GRV)			
General	820.00	9.0758c	9.4388c
Vacant Land Non Residential	820.00	7.402c	7.6981c
Unimproved Value (UV)	820.00	0.3124c	0.3277c

CARRIED 9-1
ABSOLUTE MAJORITY

9. In response to that advertising, two public submissions were received and copies are provided to Councillors. It is necessary for Council to consider the submissions received prior to adoption of the Budget.
10. Presently the City of Albany manages, operates and or undertakes the following work units / areas and or services:
 - a. Albany Airport,
 - b. Albany Leisure and Aquatic Centre (ALAC)
 - c. Sport and Recreation services outside of ALAC services
 - d. Albany Day Care Centre
 - e. Albany Library – which provides:
 - (a) local library services
 - (b) regional library services for the benefit of other Shires in the Great Southern region.
 - f. Albany Visitor Centre and Accommodation Booking Service
 - g. Vancouver Arts Centre
 - h. Albany Town Hall
 - i. Mt Adelaide / Princess Royal Forts Precinct
 - j. Mt Clarence Anzac Memorial Precinct
 - k. Heritage and visual arts curatorial services
 - l. Volunteer management – the range of volunteers the City engages is varied, from volunteers operating the Forts Precinct, through to emergency management volunteers, through to arts and cultural activities volunteers. Total volunteer numbers exceed 1,200.
 - m. Town planning advice and applications processing
 - n. Building licenses/applications advice and approvals
 - o. Environmental Health Officer Services:
 - p. Customer Service Enquiries / “Reception”, across all Directorates
 - q. Waste service provision and management
 - r. Roads, Drainage, Paths and Building Maintenance
 - s. Roads, Drainage and Paths Construction
 - t. Developed and Natural Reserves Management
 - u. Land Tenure / Land Administration services
 - v. Property Leasing
 - w. Ranger Services:
 - (a) Traffic Parking monitoring/enforcement
 - (b) Traffic control for some events/incidents
 - (c) Dog control and enforcement
 - (d) Stock impoundment
 - (e) Animal pounds management
 - x. Firebreak monitoring and enforcement on private land
 - y. Emergency Management
 - z. Liaison with and or involvement in multiple stakeholder consultation at all levels of State and Federal Government, quasi-bodies, statutory authorities, Shires, and peak bodies.
11. The City also has work units that function purely to keep the City running as an organisation, including:
 - a. Payroll
 - b. ICT operations
 - c. Insurance and Risk Management
 - d. Records Management
 - e. Administration support

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- f. Human Resource services
 - g. Finance and Accounting services
 - h. Revenue Raising / Grant Funding Development
 - i. Procurement services for City of Albany goods and services need.
12. In addition to the above “business as usual” are also multiple projects underway, some of which will run over several years, including:
- a. Development of an Integrated Planning Framework, required by Local Government legislation, including development of a Community Strategic Plan, and supporting Strategic Financial, Workforce, Asset Management and Corporate Business Plans.
 - b. Anzac Centennial Events:
 - c. Mt Adelaide Interpretative Centre construction
 - d. Mt Clarence (including Padre White) construction upgrade
 - e. Forts Precinct (including lower batteries) construction upgrade
 - f. Departure of the Convoy Nov 2014
 - g. Anzac Day Centennial April 2015
 - h. Padre White first-dawn-service Centenary April 2016
 - i. Centennial Park Precinct redevelopment
 - j. City of Albany Water Management Strategy and associated drainage infrastructure construction
 - k. Airport:
 - (a) Master planning
 - (b) Security upgrade
 - (c) Determination of Airport management model, post security introduction
13. In considering the provision of the above services and delivery of projects, and the administration generally of an organisation the size and diversity of the City, the Council, in determining the draft budget, considered issues relating to:
- a. The three main sources of revenue which Council can rely on:
 - (a) Rates revenue
 - (b) State and Federal Government grants – the great majority of grants are tied to specific purposes, require contributions from Council and in some instances are not worth effort in application and administration of acquittals for the amounts provided.
 - (c) Fees and Charges
 - b. Rate amount increases, and in particular the impact the general economy, and GRV changes, have had on families and land owners;
 - c. Grants for new assets and services – while these may initially appear attractive, they can incur significant long-term costs, which the City cannot fund.
 - d. Increasing fees and charges through either:
 - (a) Statutory increase
 - (b) After assessment of actual costs, and or
 - (c) Through benchmarking with other local governments.
 - e. The City’s ability to deliver new services or projects. In the past, the long-term financial impact on operating costs of delivering new services and projects has not always been rigorously assessed, which in some cases has resulted in significant budget over-runs and ventures that did not realise the anticipated Return on Investment.

In this budget, the Executive has encouraged Council to take a “stabilising and improvement of current services” approach to services and projects, rather than “doing more” where the analysis for such new activity has not been adequately undertaken.

- f. The need for required maintenance of important Community Service assets such as the Albany Leisure and Aquatic Centre and Albany Regional Airport.
 - g. The broader value versus cost of provision of recreational, library, cultural and community development services to support Albany community and encourage vitality and resilience.
 - h. Maintenance and preservation of existing infrastructure, particularly roads and drainage infrastructure;
 - i. The prioritisation of new Capital Works projects based on the overall benefits to ratepayers and the imperative of a balanced budget.
 - j. Employee costs, balanced against the need for sufficient staff resources to undertake current and planned projects and initiatives and current service provision, also ensuring employment equity and OHS.
 - k. Rate amount increases, and in particular the impact that the GRV changes will have on families and land owners.
14. This budget anticipates a balanced budget which will provide Council with some flexibility to deal with variations which may occur during the year.
15. Capital Expenditure within this budget includes:
- a. Pathways projects – City contribution of \$98,400 (excluding carryovers) to supplement State Government funding, making a total proposed budget expenditure for pathways of \$148,400;
 - b. Road repair and improvement projects – City contribution of \$789,667 (excluding carryovers) to supplement State Government funding, making a total proposed budget expenditure in this area of \$2,929,904;
 - c. City contribution of \$1,128,492 to supplement State Government funding (excluding carryovers) to Flood Management projects making a total proposed budget expenditure in this area of \$1,997,431; and
 - d. City contribution of \$168,700 (excluding carryovers) to improve the City’s developed Reserves.
 - e. Albany Leisure and Aquatic Centre - to address the legacy of previous poor maintenance, with a capital expenditure of \$795,000
 - f. Albany Airport expenditure of \$4 million to support further development and also address the legacy of a history of poor maintenance
 - g.
16. Council’s challenge in developing this budget was in balancing what must be done by law, what services should be enhanced, what projects or activities could be deferred, and what projects, services and activity could cease, either temporarily or permanently. Council had to further consider how those services and projects would be funded - either under user-pay models or (part) subsidisation.
17. New projects are in addition to “usual maintenance” expenditure on roads, drainage and other infrastructure, the amount of which has increased overall to ensure the City has capacity to better manage these established assets.

18. Total carry-overs of projects that will be conducted across the two financial years amounts to \$4,087,099, made up predominantly of:
 - a. Lower Denmark Rd – Marbellup Rd to Elleker (\$607,761)
 - b. Pfeiffer Rd (\$450,000)
 - c. Palmdale Rd (\$315,000)
 - d. Down Rd preservation (\$199,607)
 - e. Drainage Masterplanning (\$150,000)

Human Resources

19. In respect of employee costs, the budget envisages employment of 260 FTE staff (including staff engaged through contract arrangements). This is compared to 331 in 2011/12.
20. Employee costs have risen over the past three years predominantly as a result of wage increases negotiated through enterprise bargaining. This budget envisages total employee costs of \$18,633,453 (compared to anticipated \$18,118,390 in 2011/12 and \$15,295,323 in 2010/11).
21. Some staff rationalisation may be necessary, based on changing operational needs and services. The savings gained in any changed workforce models have not been accounted for in this financial year, as the costs of any staff redundancies would potentially counter those savings for this year.
22. Total operating employee costs comprise 38% of the total operating expenditure, which is comparable to the 38% in the Australian Bureau of Statistics, Government Finance Statistics, Western Australia Local General Government Operating Statement 2010-11. Operating employee costs are budgeted to increase by 2.8% in 2012-13 when compared to 2011-12 forecast.
23. In line with improving organisational culture across the organisation, the Human Resources team capacity has been increased and will focus in the coming financial year on:
 - a. Developing a Workforce Plan
 - b. Improving staff attraction and retention, including an improved induction process;
 - c. Developing, with the Executive Management Team, a performance management framework, which will recognise and reward high-performing staff and support continuous human resource performance.
 - d. Implementing refined grievance management policy and processes,
 - e. Negotiating a single Employee Collective Agreement across the City.
24. The City will be adopting a further refined staff training and development framework. This framework will enable further equitable application of the training budget across all City staff, fulfil occupational safety and health training requirement, address areas of critical skills shortage, and ensure maintenance of mandatory or legislated qualifications or skills.
25. As part of the City's commitment to support youth employment, training and development will include a focus on increasing the City's traineeships and apprenticeships, and school-based work experience programs. Indigenous employment programs will also be increased across the City. A leadership development program for young leaders within existing the City's workforce is also budgeted for this year.
26. Overall, the total training and development budget is 1% of gross salaries and wages, which is the same as last financial year.

27. The Council has also allocated funding for improving the City's occupational safety and health activity including:
- a. greater safety and health staff training,
 - b. undertaking safety and health assessments,
 - c. implementing systems to ensure the safety of isolated workers,
 - d. improving organisational culture in respect of safety and health,
 - e. ensuring implementation of activities,
 - f. improved proactive management of return-to-work programs for injured workers,
 - g. ensuring legislative compliance.

Financing and Accounting for Operations

28. This budget seeks to better account operational costs to specific business units and operations. While some costs may appear considerably higher than last year in certain units, this is more a reflection of improved allocations of costs such as vehicle expenditure and insurance to individual work units. This improvement in cost accounting methodology will continue every year with the aim of full fixed costs, full variable costs (such as payroll costs), all consumables and depreciation of facilities being properly accounted to work units.
29. This improved cost accounting will extend to improvements in better recording and asset management practices for some of the City's most expensive equipment, such as graders and other road maintenance equipment. For example, machine utilisation hours have not previously been properly accounted for nor costed.
30. At the commencement of the 2011-12 financial year the City had total long-term debt of \$19,764,570. Much of this debt was assumed over ten years ago, to purchase "wasting" (rather than appreciating) assets. Some of the projects / facilities for which the debt was taken out are no longer in existence, or returning a much longer Return on Investment than was envisaged at the time of the project commencement – for example, the development of Saleyards, the development of the tourist dive ship the HMAS Perth, the Joint Venture with WaterCorp for the Septage Waste facility, and The Ridge subdivision at Cull Road.
31. By 1 July 2012, this debt will be reduced to \$17,426,393. It is anticipated that by the end of the 2012-13 financial year, debt will be further reduced by at least \$1,500,000, dependent upon better asset management.
32. Used judiciously, debt can play an important role in developing community assets. To ensure excessive debt does not limit flexibility resulting in a negative impact on future operations, it is important to balance the use and level of debt. This budget seeks to responsibly reduce the current debt burden the City is bearing.
33. Due to the financing terms of some of the debt the City carries, it is not feasible to re-finance to take advantage of lower interest rates - the way that some WATC (Treasury) loans are structured, if a loan is paid out early, the same interest is paid as if payments were made to maturity.
34. Section 6.11 of the *Local Government Act 1995* allows a local government to set aside money for a purpose in a future financial year and requires the local government to establish and maintain a reserve account for each such purpose. An absolute majority decision of Council is required to use the money for another purpose. Section 6.2 (4) (e) of the *Local Government Act 1995* requires the annual budget to incorporate details of:

'...the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used.'

Any change to the use of Reserve accounts (as defined in a budget) can only be as a result of Council resolution.

35. It is important that Council rebuilds its Reserves in future years, to provide it with a "buffer" against future economic downturn, and provide it the ability to fund future significant projects, some of which it will have no option but to undertake (such as the environmental improvements necessary at the City's landfill sites, as required by legislation, and essential to the ongoing good management of Albany's waste management)
36. The Reserves Balance at 30 June 2013 is estimated to be \$5.3 million compared to an estimated balance of \$8.6 million at 30 June 2012. Major movements include:
 - a. A decrease in the Airport Reserve to fund the Airport upgrades (\$1.8 million). However, Council should note that all operating surplus from the Airport operations will be applied to this Reserve to facilitate the future development and improvement at the Albany Airport.
 - b. An increase in the Waste Management Reserve to fund future capital expenditure on waste sites (\$913,000).
37. The City's Collateralised Debt Obligations (CDO) continue to have some value, although until realised that exact amount is unknown. It is anticipated that some of those CDOs will realise this year, although the budget has conservatively not placed a value on that.
38. Section 3.59 of the *Local Government Act 1995*, defines a trading undertaking as:

'An activity carried on by a local government with a view to producing a profit...'

Regulation 9 of the *Local Government (Financial Management) Regulations 1996* requires separate financial records to be kept for each trading undertaking and each major land transaction. Regulation 27 of the *Local Government (Financial Management) Regulations 1996* details the disclosure requirements in the annual budget for trading undertakings.
39. The City does not currently have any trading undertakings; it is a social enterprise which operates for the benefit of the community, with any surplus derived from activities being re-invested for social benefit. The City has many business units which it subsidises or which operate on a break-even basis. None of the City's business units are operated with a view to making a "profit" and, accordingly, none are reported separately.
40. Council has balanced the impact any rates amount will have on families and land owners with the need to ensure that the City continues to provide a sustainable level of service.

Community Services Directorate Budget-Specific Issues

41. Further consolidation of cultural, heritage, community development and library services will occur to maximise managerial expertise. The Customer Service team will be enhanced to better support both internal and external customers.
42. **Albany Airport** - the ownership and operational management of an airport the size of Albany's is becoming more difficult given the increasing regulatory environment, with new legislation being introduced regularly, increased compliance expectations, and associated costs of implementation.

43. The Airport has suffered from long term neglect in strong business management, including maintenance and upgrade. Further to the compliance with new federal legislation on 1 July 2012 regarding security screening, considerable funds will need to be applied to the Airport operations to keep the airport compliant with regulatory requirements, and asset maintenance and management. Further funding will be required to make the Airport a contemporary “business” area with increased revenue opportunities. The Airport will need:
- a. an enhanced staff model, with a permanent operational Airport Manager who has strong aviation asset management and business / commercial acumen in the aviation industry
 - b. funds spent on land resumption to comply with new CASA requirements
 - c. considerable funds to address in the short term CASA compliance recommendations, including shifting of fuel bowsers, lengthening and widening the runway, resealing the runway etc.
44. **Albany Day Care Centre** – while there are five other commercial and NFP providers of day care in Albany, the City’s facility is considered a ‘premium’ facility for long day care in Albany and the Great Southern and as had this reputation for much of its 34 year history. It has a waiting list for types of care and has the highest occupancy rate of all centres in Albany.
45. However, increased Federal government compliance requirements will see the need for increased Day Care staff ratios and enhanced staff qualifications. Further the infrastructure of the facility is aging, and does need considerable improvement over the medium to longer term.
46. **Albany Leisure and Aquatic Centre (ALAC)** – This Centre has required considerable Council subsidisation for many years. Over the coming financial year, with improved operational efficiencies, better cost recovery through fees and charges increases, and different operating and workforce models, that subsidisation will be lower.
47. There will also continue to be a focus on capital expenditure and achieving further operational efficiencies. Investigation of expressions of interest in running the Centre on a partnership model to further improve customer service and increase visitation will also be investigated.
48. **Albany Library** provides:
- a. local library services, which are considered the responsibility of Local Government. The current services provides are well respected in the community, and the facility very well run compared on benchmarks of other libraries on criteria of visitation, service provision and cost. For example, Albany’s library has more members than Bunbury (a City servicing a population more twice the size of City of Albany), has more visitations than Bunbury and considerably more item issues than Bunbury, while operating on slightly less staffing ratios.
 - b. Regional library services for the benefit of other Shires in the Great Southern region. While the City supports Regional initiatives, a new model sought by the State Library Board is a form a State government cost shifting, and should not be supported as the City will bear the cost. Non-provision of regional library services (without cost recovery) would free up some library staffs’ time to focus on local services.

49. **Albany Local Historical Collection, and Heritage and visual arts curatorial services** – the City's collection consists of:

- a. printed historical material (stored in printed form and on CD/DVD) and bequeathed collections which are the local source of information on births, deaths and marriages.
- b. considerable cultural, military and arts assets, some worth considerable individual sums of money. Many of these assets are not catalogued, stored or displayed in accordance with good curatorial practices nor is their value leveraged by them being accessible to the public.

To undertake this curatorial function well, resources need to be applied to it.

50. **Albany Visitor Centre and Accommodation Booking Service** - the amalgamation of these two services has been well managed from an operator perspective but has been resource intensive from the City's perspective given the ICT integration issues, merging different staffing cultures and conditions, and trying to "drive" a more commercial approach to doing "business" across the Centre. Changes to services in the coming financial year will include changes to "key holding", and an introduction of a "racking" fee.

51. **Community Assistance Funding** of \$35,000 will assist community groups and individuals deliver projects, initiatives and events that:

- a. enhance community engagement and participation;
- b. build community resilience and well being; and or
- c. develop the vibrancy and liveability of Albany.

Planning and Development Services Directorate Budget-Specific Issues

52. In determining fees and charges within the Planning and Development Directorate, Council was provided with information regarding comparisons of:

- d. statutory maximum fees and charges,
- e. fees and charges of the local governments of Cities of Swan, Bunbury, Kalgoorlie-Boulder and Augusta-Margaret River and the Shire of Denmark.

53. This increase in revenue will help offset the costs of Officer staff costs in undertaking legislatively required duties.

Works and Services Directorate Budget-Specific Issues

54. The Directorate has reduced overall expenditure which will result in less discretionary projects, potentially longer lead times for responding to work requests and reallocation of resources away from less utilised assets to application to assets that are under increased usage pressure. This resource reallocation will undoubtedly dissatisfy some residents.

55. The cut in overall expenditure has primarily been achieved by reducing capital expenditure, while focussing on waste, drainage and road preservation projects as priorities. This reduction in capital works projects provides the City with opportunities to build up capability in other areas namely:

- a. Focus on meaningful asset management planning by considering whole of life costs. This approach is likely to lead to more of a focus on asset preservation and long term financial planning;
 - b. Carry out the majority of design in-house giving greater control over engineering standards which also has the potential to save significant amounts in design consultancy costs;
 - c. Introduce in-house site superintendence which has the potential to save further consultancy costs will allow better management of construction sites;
 - d. Develop an integrated approach to construction using the best available resources on each project. (ie a blended approach of in-house and contracted resources). This approach has the potential to save the mark-up on projects that are currently outsourced;
 - e. Focus on opportunities for cost savings and improved productivity in day to day operations.
56. Taking an 'in-sourcing' approach to design, quantity surveying and site superintendence will provide considerable savings. While there will be initial investment in CAD software and training, the potential savings over the year amount to more than \$200,000 plus a percentage saving on each project, while at the same time providing better management of construction sites and improving skills capability levels within the City.
57. The Council has acknowledged the imperative to undertake drainage infrastructure improvement work, and has allocated \$2.5 million to 13 projects which are considered the highest priority, with multiple benefits in water management. These recommended projects represent drainage trunk systems that are currently flowing at or near capacity and where further land development pressure will result in further drainage risks. Those major projects are:
- a. North Road/Sanford Road Culvert Upgrade
 - b. Campbell Road Drainage System Upgrade
 - c. Humphries Avenue WSUD Drainage Rectification
 - d. Beaufort Street Drainage Rectification
 - e. Hare Street Flooding Mitigation
 - f. Bayonet Head Flood Mitigation
 - g. Centennial Park Wetlands
58. In addition, funds have been set aside for unscheduled minor works that arise from ratepayer requests.
59. Issues of waste management remain a challenge for the City. As the City grows, a very strategic approach to good-practice and sustainable waste management is needed. Investigation of alternate future waste refuse sites, and or, extending the life of existing sites has commenced. Further, the City faces significant environmental risk as a result of poor past environmental practices, and lack of resourcing to address those issues. This budget builds on initial initiatives last year, allocating \$2,167,700 to capital works for much needed infrastructure improvement in waste management.
60. The objective in the 2011-12 annual budget of imposing a waste levy was to create a Reserve to fund future required waste management costs, which on current estimates will be significant. That requirement to fund future waste management costs will remain well into the future.

61. Those costs will be further impacted by (rising) carbon pricing. Due to the introduction of the Federal government Clean Energy legislation, a carbon price will apply from July 2012, adjusting to a “floating” carbon price in July 2015. All landfills including Council landfills with annual emissions greater than a certain tonnage will be liable for carbon costs, and will need to factor into their waste management this financial risk, which will include the purchase and disposal of permits, annual acquittals, and management of carbon emissions over the decomposition life of the waste.
62. The City must raise funds for this purpose and intends to raise a Waste Facilities Maintenance Rate, which has been approved by the Department of Local Government.
63. Refuse Collection and Recycling Charges within the 2012/2013 Budget include:
 - a. Weekly collection of domestic refuse
 - b. Provision of one annual kerbside collection each of green waste and hard waste to residential properties.
 - c. Monthly Green waste collection
 - d. Fortnightly kerbside collection of recyclables
64. This budget also provides capacity for the City to seriously analyse asset management generally. Rigorous asset management as a function has been not been adequately addressed for several years within the City. Poor, or in some cases the absence of, asset management practices across the City has shifted funding responsibility to future budgets (and generations) with usually results in a higher eventual cost across the life of the asset.
65. Past practices such as delays in replacement or repair, non-realisation of assets that have no long term strategic use, and lack of enhancement of strategically-needed assets will be reviewed. Asset replacement practices will also be considered. For example, replacement of an asset with one that has downgraded capability or capacity to achieve long term savings over the FULL life of the asset is usually false economy. Whole of life asset management MUST be embraced by Council and the City to ensure the City, over the long term, maintain those assets it requires for effective service delivery.
66. Over the coming financial year, the City will define the rate at which its assets are deteriorating and the cost required to renew or preserve them. This difference, known as the renewal gap, is a measure that will highlight the increasing pressure on the sustainability of the City’s assets. If sufficient funds are not allocated for the preservation or renewal of assets then the resulting asset value diminution will have a direct impact on the City’s financial position.
67. In past years, Council has committed to contractual arrangements with certain community groups to provide Works and Services services. The determination to enter into such contracts has been undertaken “ad-hoc” and in the absence of strategic planning. The contribution to only certain community groups, without the offer to others is also inequitable. Over the coming year, City officers will be considering the strategic and equitable implications of how the City can better support, fairly and transparently, a range of community groups. However, the Council must fulfil its obligations to those community groups it has contracted with, and this budget makes allocations for that:

- a. \$10,000 in grounds maintenance services (mowing, spraying, fertilising, water and soil testing) for Albany North Football Club.
- b. \$25,000 in kind support to the Albany Agricultural Society for preparation of the Showgrounds (this is in addition to the funding provided to the Society for hosting the Show)
- c. Some ground maintenance work to the Centennial Park Soccer Fields for the Soccer Club.

Corporate Services Directorate Budget-Specific Issues

68. The Department of Local Government, under the Integrated Planning Framework, requires a Ten Year Financial Model. This will require extensive review of the account structure and reporting framework. \$25,000 has been allocated to ensure legislatively required revaluation of assets and reporting requirements are met.
69. The City has almost completed an Information and Communications Technology (ICT) Strategic Review to determine the best operating and workforce model/s for City ICT services. Issues such as “helpdesk” service, website development and maintenance, telecommunications procurement, and ICT hardware and software procurement are being considered, and will be implemented in the coming financial year.
70. This budget will enable upgrading of the current servers (to be cash-flowed over the next two financial years) and will include the possible relocation of the ALAC Disaster Site to a more secure location, given the flood risk of ALAC. The existing backup system is now technologically “old” and needs renewal, and additional space and new hardware will be installed to cater for the increasing demands of data storage.
71. In accordance with the s6.26(2) of the *Local Government Act 1995*, the City will provide an increasing number of rates exemptions this coming financial year to charitable Community Housing organisations. While the total revenue impacts of those exemptions is unknown at this point, it is anticipated that it will amount to several hundreds of thousands of dollars.
72. In addition to the about rates exemptions (which is lost rates revenue for the City), the City will also provide approximately \$160,000 in rates subsidisation to community and sporting groups.
73. The City will also continue its support provided last year to community progress association and provide \$25,000 to assist them with their insurance and maintenance costs of their community halls.
74. The City has settled or been successful in defending several legal claims in the 2011-12 financial year, some of which had been outstanding for more than one year. As a result, it is anticipated that legal expenses should reduce in the 2012-13 financial year.
75. Utility costs continue to rise, and the City is investing in energy saving assets to minimise that impact. For example, the capital purchase of pool blankets, at a cost of \$57,555, for the ALAC will save the City approximately \$145,000 per year. A change of energy supplier will also save the City considerable expense.

76. The City is also rationalising its motor vehicle fleet, and will, early in the new financial year, go to tender for new commercial and passenger vehicles, utilising improvement procurement models. Vehicles brands and models will be determined based on safety, energy-efficiency, fit-for-purpose, cost and saleability on disposal. An amount has been allocated in the budget for this vehicle change-over, including moving to energy efficient “micro” cars where suitable.

Office of the CEO Budget-Specific Issues

77. **Economic Development** within Albany remains a primary goal of the Council. Accordingly, funds have been allocated for this activity, to encourage investment in the municipality, increased tourism visitation and servicing, and grow the population through encourage permanent migration to Albany.
78. The 2012-13 budget includes provision for the engagement of an Internal Auditor to ensure better and consistent compliance with legislative requirements and organisational policy and process, and continuous system improvement. All of the City’s local laws will also be reviewed over the coming financial year to ensure relevancy, currency and consistency with State and Federal legislation.
79. **ANZAC Centenary Commemorations** - To date, no formal commitment has been made by either the State or Federal Governments to funding and other resourcing for holding of the Anzac Centenary Event, Departure of the Convoy. The only commitment made to date is a \$6.55M Federal government commitment for construction of the Anzac Interpretative Centre. However, cost estimates for Centre planning, design and construction show that total costs may be in excess of \$9 million.
80. As a result of lack of funding commitment to the Departure of the Convoy Event, and the construction of associated infrastructure, the City now faces extreme legal, financial and other risks regarding its ongoing involvement in these activities.
81. The budget allocates \$12,571 to the ANZAC Centenary Reserve (current balance of \$142,813), and a further \$500,000 for operational expenditure that may be required this year on the Centenary Event.
82. In addition to the monetary contribution within the budget, in-kind staff time committed to this Event will amount to approximately \$150,000 in salary costs in 2012-13, compared to approximately \$135,400 in 2011-12 and \$131,300 in 2010-11.
83. **Ranger Services** – assessment is being undertaken on different work models which are more cost-effective, and frees up Ranger time to undertake more appropriate work. For example, traffic parking monitoring/enforcement may be undertaken by a parking attendant employee, or outsourced to a private operator with delegated authority of Council.
84. Most Rangers’ activities are not cost recovered, but consideration for such recovery is being undertaken. For example, dog and stock impoundment fees are not fully recovered through the payment of fines by animal owners. Increased fees will contribute to better cost recovery.

85. **Emergency Management** - There has been insufficient policy and strategic attention, operational management and financial accountability across most aspects of the City's emergency management services, including the oversight of the multiple volunteer fire brigades. With the findings of the Kielty (Perth and Margaret River Fires) reports, the risks to the City of emergency management as significant. A significantly increased level of rigour must be applied to this function, and Council has determined to appropriately resource that. As part of that budget allocation, a new "training" budget for fire brigade volunteers has been set aside.
86. At its Council meeting of 20 September 2011, Council determined to classify the following events as Iconic Events within the City of Albany:
- a. Anzac Day, with support being provided to the RSL for conducting those commemorations.
 - b. The Albany Motor Classic, with support being provided to the legal entity responsible for organisation the event.
 - c. Perth International Arts Festival, with support being provided to those organisers.
 - d. The Albany Show and Trade Exhibition, with support being provided to the Albany Agricultural Society for that event.
87. Each of those four iconic events have been allocated funds within this budget.
88. In addition to the above iconic events, the Council has also allocated funds to support the following events. How those events will be conducted to maximise use of allocated resources will be considered by the Executive:
- a. Australian Day Citizenship ceremony
 - b. Australia Fun-day and fireworks
 - c. Proclamation Day
 - d. Volunteers Week "Thank You"
 - e. US Submariners Commemoration
 - f. NAIDOC Week
 - g. Christmas festivities
 - h. New Years Eve entertainment and fireworks
89. The Council has also budgeted to host "standing" Civic Receptions, such as for the Albany Summer School, and ad-hoc Civic Functions for visiting dignitaries, special occasions (such as the Freeman's award, etc)

Council / Governance Expenses

90. The Mayor, Deputy Mayor and Councillors will receive the prescribed allowances, meeting attendance fees and communication allowance in accordance with the *Local Government Act 1995*

91. Council specific expenses include:
- a. Members' Meeting Fees (\$98,000)
 - b. Telecommunications and IT Allowance (\$36,400)
 - c. Total Mayoral and Deputy Mayoral Allowances (\$75,000)
92. As part of its budget deliberations, Council were advised of specific funding support requests from a variety of community organisations, including:
- a. Improvements to Golf Link Road for cyclist use.
 - b. Eclipse Drive, Collingwood Heights Pathway
 - c. Resealing of the Mt Melville Car Park area
 - d. Increased Rural Road grading in many communities including Manypeaks
 - e. Enhancement and beautification of the area between the Manypeaks School and the Manypeaks Store, and Manypeaks road verges.
 - f. Renovation and enhancement of the Wellstead Community hall
 - g. Improvement to Maddison Way, Bayonet Head drainage
 - h. Improvement to Yokanup Road, Bayonet Heads drainage
 - i. Homestead Road, ManyPeaks seal
 - j. Palmdale Road, ManyPeaks seal
 - k. Harrison Street, , reseal
 - l. Parker Street, Lockyer pathway
 - m. Improved "Gopher" access between Young Street, Bardley Road and Maley Place, Spencer Park
 - n. Extension to William Street, Little Grove gravel resheet
 - o. Corio Road, Albany gravel resheet
 - p. Chillinup Road, South Stirlings, gravel resheet
 - q. Thompson Road, Youngs Siding, gravel resheet
 - r. Woodides Road, near Elleker gravel resheet
 - s. Gnowellen Road, South Stirlings, gravel resheet
 - t. \$200,000 contribution towards redevelopment of the Surf Lifesaving Club
 - u. Installation of a gazebo type shelter on the Elizabeth Street, Lower King / Bayonet Head foreshore, adjacent to the boat launching ramp
 - v. More lighting to be provided at the Elizabeth Street boat ramp
 - w. Bushby Road, Lower King reseal
 - x. Widening of Elizabeth Street, Lower King
 - y. Finishing of curbing along Kula Road, Lower King
 - z. Installing a footpath between Hubble and Francis Streets, Lower King
 - aa. Installing a street light at junction of Norwood and Chester Pass Roads, King River
 - bb. Widening of Norwood Road, King River
 - cc. Installation of a bike pathway from Lower King Bridge to Great Southern Grammar School
93. In its deliberations regarding the distribution of scarce resources, the Council had to make difficult decisions regarding the above requests, and consequently many of the above requests are not funded within this budget.

City's AEC Contribution and Acceptance of Ownership and Operational Responsibility

94. In 2009 the City has signed an Agreement with the State agreeing to take over the operations and ownership of the Albany Entertainment Centre (AEC). However, the Agreement is silent on the date of such transfer. The State government wants the City to assume the ownership of the Centre as soon as possible. However, the AEC:
- a. will incur yearly operational expenditure of approximately \$1.6 million (if the standard of current management and performance quality is to be maintained) – the projected \$1.4 million advised by Perth Theatre Trust, and the recently determined \$200,000 yearly maintenance expenditure
 - b. Will incur yearly depreciation cost of approximately \$1 million, dependent upon the expected lifecycle of the facility.
 - c. Still has considerable number of construction defects that have not been resolved.
95. While the State Government is seeking a yearly contribution of \$700,000 from the City, and the City to assume full responsibility for the Centre in 2014, the Council has determined to provide an amount of \$330,000 to the Perth Theatre Trust to contribute to the operations of the AEC.
96. The Executive was hoping to provide Council and the community, particularly the rural communities, with an analysis of past and present expenditure in specific communities across the City of Albany. Unfortunately, the City has not had the capacity or sufficient sophistication within its accounting systems to undertake such analysis. Work will continue on achieving that level of cost accounting over the coming year.

GOVERNMENT CONSULTATION

97. Under Section 3.59 of the *Local Government Act 1995* and Regulation 7 of the *Local Government (Functions and General) Regulations 1996*:

'...major regional centre means a local government the district of which -

- (a) Is not in the metropolitan area; and*
- (b) Has more than 20 000 inhabitants*

And if

...the land transaction entered into ...is the lesser of-

- (a) \$10,000,000; or*
- (b) 10% of the operating expenditure incurred by the local government from its municipal fund in the last completed financial year;*

It is an exempt land transaction under Section 3.59 of the Local Government Act 1995. Under these provisions, the City has no major land transactions.

98. The Department of Local Government has been consulted on the Waste Facilities Maintenance Rate, raised under the Waste Avoidance and Resource Recovery Act 2001, section 66(3).

PUBLIC CONSULTATION / ENGAGEMENT

99. At the Ordinary Council meeting on 15 May 2012, the Council endorsed advertising proposed differential rates.
100. Differential rates were advertised in accordance with section 6.36 of the *Local Government Act 1995*) with two submissions received and copies issued to Councillors. It is necessary for Council to consider the submissions received prior to adoption of the Budget.
101. A schedule of these submissions forms part of this item.
102. The adoption of the Budget must record the due dates for payment of Rates and Rubbish Collection charges for the two and four payment instalment plans. These dates are now referred to Council for endorsement.
103. The first Rate Notice will be issued on 8 August 2012. Under the Local Government Act 1995, the City is required to provide at least 35 days notice to ratepayers of the first instalment date for payment of rates and not less than two months between subsequent instalment dates.
104. A budget information brochure will be included with every rate notice, together with a separate brochure produced by the Fire & Emergency Services Authority of WA explaining the Emergency Services Levy (ESL).
105. In the Works and Services Directorate, public consultation/engagement has included:
- a. meetings with progress associations and other community groups to discuss associations' perceived priorities regarding capital works and maintenance;
 - b. advertising in the local newspapers on proposed changes to waste management fees and charges;
 - c. notification letters to key stakeholders where there are material proposed changes to fees and charges.
106. In the Community Services Directorate, public consultation/engagement has included consultation with some stakeholders.
107. Over the coming financial year, through the creation of an Unscheduled Works Register, detailing capital works requests from the public, Council will be made aware of community requests for works. This Register will be tabled quarterly at Audit and Finance Committee meetings to assist in decision-making regarding expenditure of the \$300,000 allocated to Unscheduled Works;

STATUTORY IMPLICATIONS

108. Local Government Act 1995, s 6.2(1) states that:

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

109. Local Government Act 1995, s 6.8(1) states that:

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government;*
 - (b) *is authorised in advance by resolution*;* or
 - (c) *is authorised in advance by the mayor or president in an emergency.*

110. The *Local Government (Financial Management) Regulations* require the Council to adopt (each year) a percentage or value to be used for reporting material variances in the Statement of Financial Activity. Any variance meeting these criteria will be required to have a supporting explanation in the monthly report to Council.

111. Information is considered "material" if its omission, mis-statement or non-disclosure has the potential to adversely affect decisions by users of the financial report or affect the discharge of accountability by management or Council.

STRATEGIC IMPLICATIONS

112. This item directly relates to, and contributes to achievement of, the following Strategies within the *City of Albany Strategic Plan 2011-2021*.

- a. Review and implement the Pathways Management Plan
- b. Incorporate into future plans, infrastructure in parks that encourages activity for all ages and abilities
- c. Reviews and improves drainage, including in sporting precincts and parks
- d. Continues to address future use of the Town Hall to ensure it remains a community facility and useable by multiple community groups
- e. Plans for York Street and the CBD area to be made more pedestrian friendly
- f. Continues to provide services and workshops through the Vancouver Arts Centre
- g. Protects remnant vegetation to preserve Albany's beauty and uniqueness
- h. Maintains the heritage collections at the Princess Royal Fortress and the Library
- i. Improves processes for development approvals for new developments adjacent to historical building
- j. Redevelops some road verges and other areas to be more aesthetically pleasing
- k. Undertakes more frequent grading of some major rural roads
- l. Completes and commences implementation of a Drainage Master plan
- m. Improves accessibility to City services / facilities for seniors and people with disabilities
- n. Provides incentives and increased options for recycling and reuse of waste
- o. Advocates and promotes Albany as a viable centre of diverse industries

- p. Undertakes research to determine a population level that is sustainable for Albany, while attracting the maximum number of services
- q. Improves and expands tourism infrastructure and attractions
- r. Encourages diversity in tourism product, through partnerships with key tourism stakeholders
- s. Support large and small scale local events, festival and markets to attract tourists
- t. Consider models for charging for use and management of campsites during peak tourists times to reduce impact on environment
- u. Facilitates the development of a regional marketing strategy to increases domestic and international visitors to the Region
- v. Provides an amalgamated Town Planning Scheme
- w. Plans for future expansion of the airport to allow larger aircraft to access the airport
- x. Enables holding consultations with regional local governments as to their needs for services and infrastructure within the City of Albany
- y. Maintains City of Albany representation on regional committees
- z. Advocates and works with Main Roads for improvement to main access roads between regional towns to encourage more residents from surrounding communities to visit Albany
- aa. Enables utilisation of social media to engage more openly and frequently with the community
- bb. Enables continued communication and updating of the community through publications
- cc. Enables regular advertising of City of Albany programs and services
- dd. Enables community representation and participation in working and advisory groups
- ee. Enables City of Albany staff and elected members to make regular visits to rural communities
- ff. Provides financial assistance grants to community organisation to assist and promote community projects and activities
- gg. Supports community groups in identification of funding opportunities
- hh. Enables development of a volunteering strategy to recognise the contribution of City of Albany volunteers
- ii. Reduces debt
- jj. Provides increased opportunities for employment of Aboriginal people in the City's workforce
- kk. Enables review, commitment and active promotion of the Aboriginal Accord
- ll. Improves Human Resources policies and process, including through improved attraction and retention, staff training and development and development of equitable policies, organisational charts and contact lists hat are consistent transparent
- mm. Enables Councillors to undertaken governance training

POLICY IMPLICATIONS

113. Nil.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Rating	Mitigation
<i>Council does not endorse the 2012-13 Budget, with the consequence risk of deferred cashflow, and inability to meet legal and financial commitments, including salary payments</i>	<i>Unlikely</i>	<i>Extreme</i>	<i>Extreme</i>	<ul style="list-style-type: none"> • <i>Delegated authority to the CEO to incur expenditure under the Local Government Act 1995 until Budget endorsement.</i> • <i>Reconsideration of the budget papers at a Council meetings prior to 31 August 2011.</i>

FINANCIAL IMPLICATIONS

115. The 2012-13 Budget sets the parameters for expenditure of City resources.

116. The City must meet its legislative and debt obligations through endorsement of a budget. Failure to do so incurs considerable financial and other risks to the City.

LEGAL IMPLICATIONS

117. The City must meet its legislative and debt obligations through endorsement of a budget. Failure to do so incurs considerable legal and other risks to the City.

ALTERNATE OPTIONS

118. Council could refuse to endorse the budget, but this would mean that the "business" of the City will be significantly impacted, and the City and Council will incur considerable risk in doing so.

119. Non-endorsement of a budget is contrary to legislation obligations on Council.

SUMMARY CONCLUSION

120. Financial responsibility is a fundamental governance role of Council.

121. Endorsement of the budget provides delegated authority to the CEO to incur expenditure from 1 July 2012 until 30 June 2013.

Consulted References	<i>Local Government Act 1995 Local Government (Financial Management) Regulations 1996.</i>
File Number (Name of Ward)	FM.BUG.2
Previous Reference	OCM Item 4.3 15 May 2012

19/06/2012

REFER DISCLAIMER

Name of Submitter	Officer Comment in response to the submission	Officer Recommendation
Mr Warren Marshall	<ul style="list-style-type: none"> • Specific projects have been identified to utilise the funds provided by the rate increase. • The Five Year Plan will be completed this coming financial year • The City has regard to ratepayers who advise it they are experiencing financial difficulties and makes considerable effort to accommodate payment plans for those in difficult financial circumstances. • The incentivisation of rates payment is intended to assist the City with cashflow. The incentives are at no cost to the City. • 	That Council note Mr Marshall's comments.
Mr Peter Leighton	<ul style="list-style-type: none"> • Some ratepayers will experience rate increases greater than the average. • Council has increased its user-pay models across some units, while at the same time balance reasonable subsidisation for community benefit 	That Council note Mr Leighton's comments.

2.1: PLANNING AND DEVELOPMENT COMMITTEE

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

IN BRIEF

ITEM 2.1: COMMITTEE RECOMMENDATION 1

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR GREGSON

THAT the confirmed minutes of the Planning and Development committee meeting held on 24 April 2012 be RECEIVED.

CARRIED 11-0

ITEM 2.1: COMMITTEE RECOMMENDATION 2

MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR HOLDEN

THAT the Responsible Officer Recommendation for Item 2.3 Development Application – Outbuilding (Lot 15) No.55 Barry Court, Collingwood Park be AMENDED to include the following clause:

- f) THAT an additional condition be added to the application – “Not to be used for any form of human habitation”**

CARRIED 11-0

ITEM 2.1: COMMITTEE RECOMMENDATION 3

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR HOLDEN

THAT the City of Albany Outbuilding Policy be reviewed by Council.

CARRIED 11-0



PLANNING AND DEVELOPMENT COMMITTEE

MINUTES

for the meeting held on Tuesday 24 April 2012,
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: LP.MEE.1 / AM1224123)

1.0 ATTENDANCE

Councillors:	
D Wellington	Mayor
G Stocks	Councillor
D Dufty	Councillor
S Bowles	Councillor
Y Attwell	Councillor
Committee Members:	
Mr Rod Harris	Member
Staff:	
Chief Executive Officer	Faileen James
Executive Director Planning and Development Services	S Lenton
Senior Planner	Tom Wenbourne
PA to Executive Director Planning and Development Services.	L Harrison
Apologies/Leave of Absence:	
R Sutton	Councillor
R Hammond	Councillor

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION:

**MOVED: CR STOCKS
SECONDED: CR BOWLES**

THAT the unconfirmed minutes of the Planning and Development Committee Meeting, held on 27 March 2012, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED:6-0

3.0 DISCLOSURE OF INTEREST - NIL

4.0 ITEMS FOR DISCUSSION

4.1 Presentation by H & H Architects for the re-development of the Calamaris Site.

4.2 Development Application – Outbuilding Policy Relaxation – Lot 105 (No. 59) Lancaster Road, McKail.

ITEM 4.2: RECOMMENDATION: NO RECOMMENDATION OF COMMITTEE

Cr Dufty advised that he will put in an alternate motion to the next Council Meeting.

4.3 Removal of Parking Restriction – Bus Bay Adelaide Crescent Middleton Beach.

ITEM 4.3: RECOMMENDATION: OFFICER'S RECOMMENDATION SUPPORTED

**MOVED: CR DUFTY
SECONDED: CR BOWLES**

THAT Council resolves to:

- 1) Remove the bus stop designation from the Adelaide Crescent road verge bay and replace with regular parking bays as per the Attached Plan(s);**
- 2) Support the relocation of the 'Hail Bus Stop', at the developers cost, to a point at least 20m west of the existing Adelaide Crescent road verge bay in accordance with the specifications of the Public Transport Authority.**
- 3) Delineate via road markings and signage a no-standing area between the relocated bus stop and the revised regular parking bays to be located in the existing embayment, at the developer's cost.**
- 4) Advise all surrounding landowners of the parking change and place a notification in the local newspaper, at the developer's cost.**

CARRIED 6-0

4.4 Development Application – Community Purpose Building (Daytime Counselling And Night Time Shelter) At 320 Albany Highway, Centennial Park

ITEM 4.4 OFFICER’S RECOMMENDATION SUPPORTED

MOVED: CR STOCKS

SECONDED: MAYOR WELLINGTON

THAT Council resolves to ISSUE a Notice of Planning Scheme Consent for a ‘Community Purpose Building (day time counselling and night shelter for homeless men)’ at 320 Albany Highway, Albany subject to the following conditions:

- 1. No more than 6 people shall be accommodated within the building between the hours of 5:00pm and 8:00am unless otherwise agreed to in writing by the City of Albany;**
- 2. No signs are to be erected on the lot without City of Albany approval, in accordance with the City of Albany’s Signs Policy and Bylaws;**
- 3. A Management Plan outlining the operation of the facility is to be prepared and implemented to the satisfaction of the City of Albany prior to commencement of the use hereby approved. Once approved, any amendments to the Management Plan will require further approval from the City of Albany;**
- 4. The crossover is to be upgraded to the City of Albany’s specifications, levels and satisfaction in accordance with drawing nos. 97024 1/3 – 97024 3/3. A permit from the City of Albany is required prior to any work being carried out within the road reserve;**
- 5. The access-way is to be constructed and drained at the Developer’s cost to the satisfaction of the City of Albany;**
- 6. Vehicular parking, manoeuvring and circulation areas indicated on the approved plan are to be designed in accordance with AS2890, constructed, properly drained and sealed to the satisfaction of the City of Albany. Vehicles leaving the property must be able to leave in forward gear;**
- 7. The disposal of stormwater from existing and new buildings is to be designed and managed in accordance with the City of Albany’s subdivision and Development Guidelines, at the Developer’s cost; and**
- 8. Approval for the use ‘Community Purpose Building (day time counselling and night shelter for homeless men) is granted exclusively to the applicant and is not transferrable to a third party or to an alternate site.**

CARRIED: 6-0

5.0 ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

- 5.1 In relation to Councillor Bowles previous request for information regarding Public Open Space/Cash In Lieu of Public Open Space from a State Government and Local Government perspective, Simon Lenton advised that he was waiting on information from WAPC which should be available at the next meeting.**

6.0 GENERAL DISCUSSION

- 6.1 Discussions were held in relation to the re-development of the Calamaris site covering areas such as; construction costs, building costs, a rent rebate system and a fixed price commitment to the City of Albany from the Marwicks. It was deemed necessary for this item to go the Finance and Audit Committee in relation to the lease and funding and then to the Ordinary Council Meeting on 15 May 2012.
- 6.2 Cr Bowles raised a zoning issue query in relation to a residential block in Little Grove having a portion of the land zoned as parks and reserves. This situation was explained to Cr Bowles in relation to the requirement for protection of coastal land. Cr Bowles will report back to the landowner with this information.
- 6.3 Cr Dufty, on behalf of the Committee, expressed his thanks to Simon Lenton for his contribution and commitment whilst Acting Executive Director Planning and Development Services.

7.0 DATE OF NEXT MEETING: 22 May 2012

8.0 CLOSURE OF MEETING: The Chair declared the meeting closed at 7.30 pm.

2.2: PLANNING AND SERVICES REPORTS MAY 2012

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

IN BRIEF

- Receive the contents of the Planning and Services Report for May2012.

ITEM 2.2: RESOLUTION

MOVED: COUNCILLOR DUFTY
SECONDED: COUNCILLOR GREGSON

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

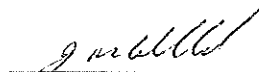
CARRIED 11-0

CITY OF ALBANY

REPORT

To : His Worship the Mayor and Councillors
From : Administration Officer - Development
Subject : Building Activity – May 2012
Date : 5 June 2012

1. In May 2012, Fifty Seven (57) building permits were issued for building activity worth \$6,481,263.00. This included Three (3) demolition licences and Four (4) sign licences.
2. The two (2) attached graphs compare the current City activity with the past three (3) fiscal years. One compares the value of activity, while the other compares the number of dwelling units.
3. A breakdown of building activity into various categories is provided in the Building Construction Statistics form.
4. Attached are the details of the permits issued for May 2012, the eleventh month of activity in the City of Albany for the financial year 2011/2012.



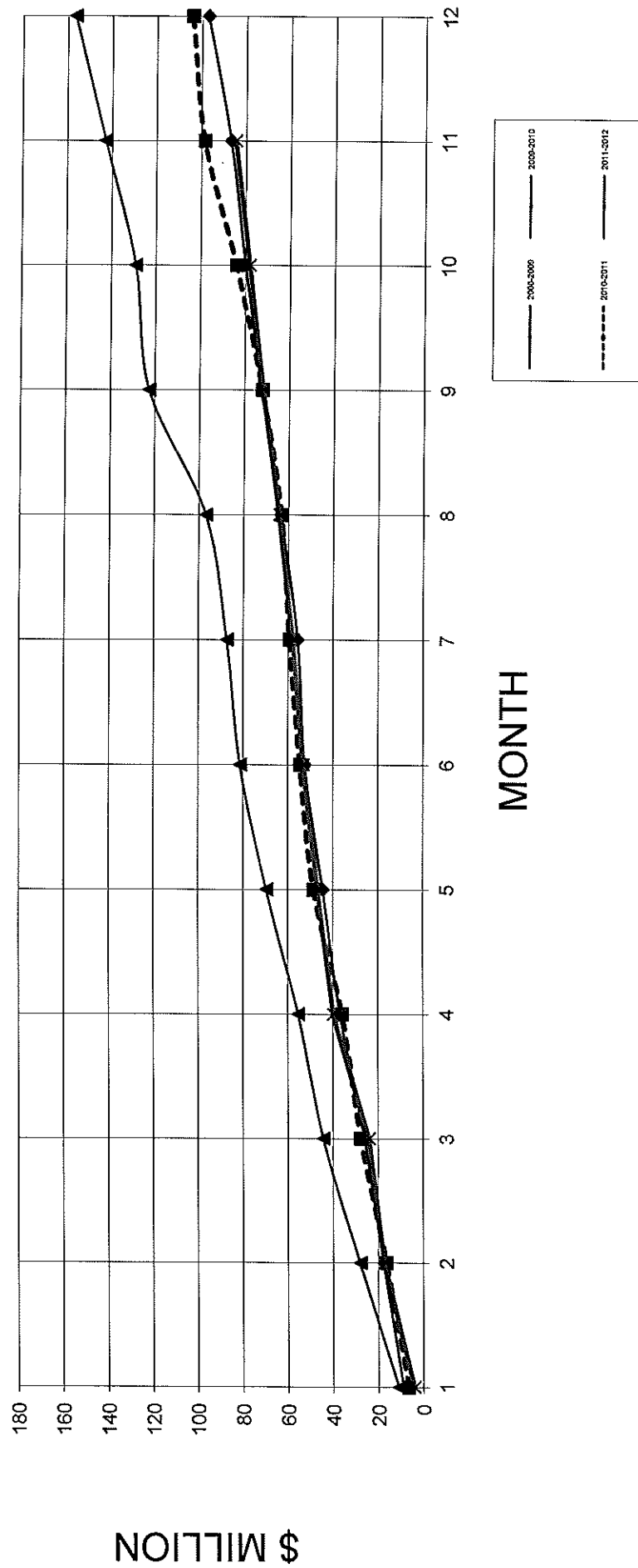
Jenny Cobbold
Administration Officer – Development

CITY OF ALBANY

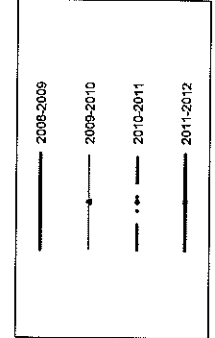
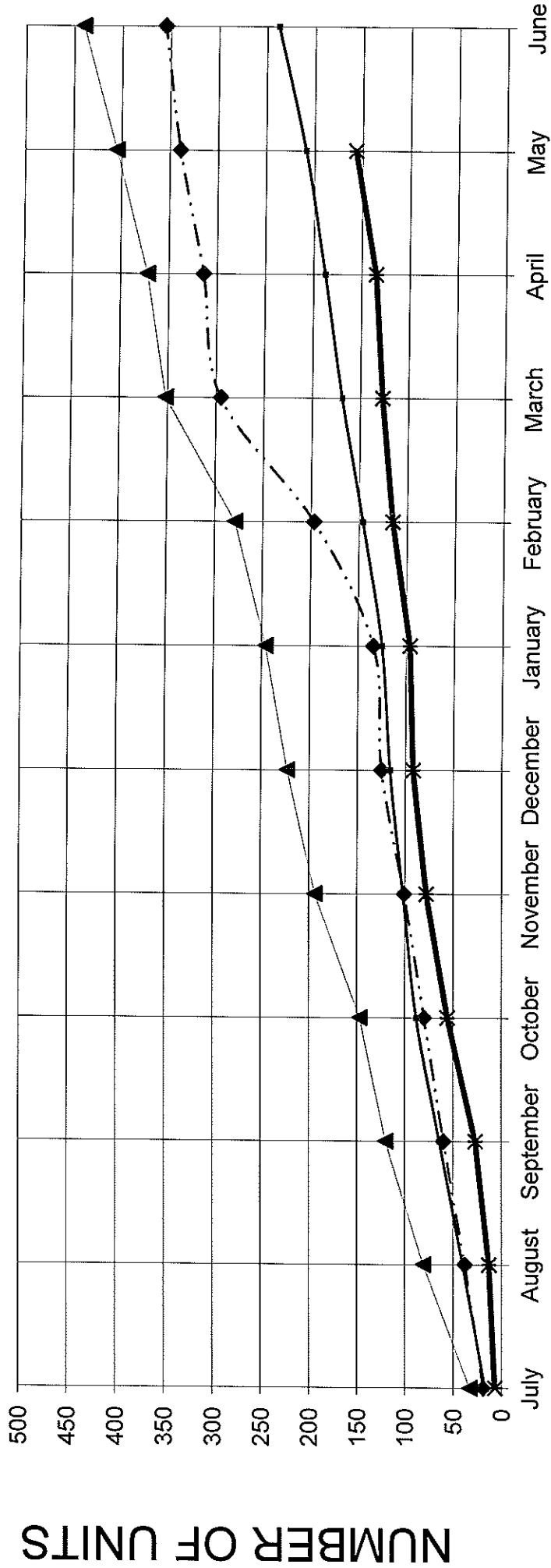
BUILDING CONSTRUCTION STATISTICS FOR 2011 - 2012

2010/2011	SINGLE DWELLING		GROUP DWELLING		No	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	7	2,030,335			7	14	253,722	22	547,734			1	30,000	3	953,927	5	35,000	3,850,718	
AUGUST	13	3,921,741			13	7	123,878	8	71,080	1	420,000			7	8,839,775	3	23,800	13,400,274	
SEPTEMBER	13	3,430,898			14	17	236,818	21	508,779					5	921,642	11	784,400	6,657,537	
OCTOBER	18	4,021,693			29	13	166,187	26	335,425			1	9,500,000	3	525,000	6	64,100	15,734,405	
NOVEMBER	12	2,964,229			22	18	338,943	20	651,957					8	1,251,332	6	157,000	6,963,461	
DECEMBER	14	3,948,623			14	19	437,720	22	618,341			16	1,371,698	1	100,000	9	157,540	6,633,927	
2011																			
JANUARY	4	1,048,284				10	361,591	24	851,381			2	454,860	3	1,509,750	5	145,000	4,370,866	
FEBRUARY	16	4,400,121			19	15	285,033	20	390,902			2	237,670			7	35,800	6,369,956	
MARCH	12	4,558,171			12	16	230,165	25	645,991			1	318,952	5	1,551,607	7	72,880	7,377,766	
APRIL	8	2,076,653			0	3	56,000	11	500,212	0		1	300,000	1	3,500,000	3	16,600	6,449,465	
MAY	22	5,046,590			22	21	246,546	8	727,242	0		1	29,500	1	400,000	4	31,385	6,481,263	
JUNE																			
TOTALS TO DATE	139	37,447,343	25	4,517,430	164	153	2,736,603	207	5,849,044	1	420,000	25	12,242,680	37	19,553,033	66	1,523,505	84,289,638	

BUILDING ACTIVITY
\$M Value



DWELLING UNITS



MONTH

BUILDING, SIGN & DEMOLITION LICENCES ISSUED UNDER DELEGATED AUTHORITY

Applications determined for May 2012

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
120047	WA COUNTRY BUILDERS PTY LTD	Owner's Name and address	DWELLING AND GARAGE	141	Location 3040 Lot 458	PRICE STREET	BAYONET HEAD
120113	ECOFIT HOMES	not shown at their request ALBANY LIFESTYLE VILLAGE PTY LTD	UNCERTIFIED PARK HOME - SITE 3	201	Location 359 Lot 500	ALISON PARADE	BAYONET HEAD
120034	JAMES MCLEAN	LARASH PTY LTD	SIGN	141	Lot 11	SANFORD ROAD	CENTENNIAL
120072	G WEBSTER	G R & M WEBSTER	RETAINING WALL - CERTIFIED	52	Lot 171	BORONIA AVENUE	PARK COLLINGWOOD HEIGHTS
120007	TURPS STEEL FABRICATION	CITY OF ALBANY	SIGN	180-218	Location RES	COLLINGWOOD ROAD	COLLINGWOOD
120078	TURPS STEEL	CITY OF ALBANY & ALBANY SEA RESCUE SQUAD	BOATSHED ADDITION - CERTIFIED	32341	Location RES	SWARBRICK STREET	PARK EMU POINT
120052	WA COUNTRY FABRICATIONS	Owner's Name and address	DWELLING AND GARAGE	42964	Lot 501 Lot 612	GREYHOUND CIRCLE	GLEDFLOW
120037	AD CONTRACTORS	not shown at their request P C DIELESEN & P A	UNCERTIFIED DEMOLITION OF	91	Location 2471 Lot 45	RUNNYMEDE STREET	GOODE BEACH
120018	RYDE BUILDING	BARTLETT Owner's Name and address	DWELLING AND ALFRESCO -	45	Location 4378 Lot 211	BON ACCORD ROAD	KALGAN
120031	FORMATION HOMES	not shown at their request J T & D C MEERES	UNCERTIFIED DWELLING -	211	Location 767 Lot 206	HENTY ROAD	KALGAN
120087	RYDE BUILDING	M B & J C WILSON	UNCERTIFIED WATER TANK -	206	Location 4378 Lot 211	BON ACCORD ROAD	KALGAN
120056	COMPANY PTY LTD JAN & MAUREEN	R & M M BOOTH	UNCERTIFIED DWELLING AND GARAGE	191	Location 566 Lot 150	MANYAT PLACE	KING RIVER
120061	BOOTH MELIADOR (WA) PTY LTD	S P & D M TAYLOR	UNCERTIFIED DWELLING AND GARAGE	150	Lot 1	KILLINI ROAD	KRONKUP
120071	OWNER BUILDER	G L & R L JONES	UNCERTIFIED SHED - UNCERTIFIED	71	Location TAA 36 Lot 24	PEET RISE	KRONKUP

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
120090	KOSTERS STEEL CONSTRUCTION PTY LTD	R & G ROWLAND	PATIO - UNCERTIFIED	241	Lot 109	MEANWOOD ROAD	KRONKUP
120042	WA COUNTRY BUILDERS PTY LTD	D J & A L CHANDLER	NEW DWELLING	1	Lot 212	BLUEWREN COURT	LITTLE GROVE
302130	STEPHEN WHEELER	Owner's Name and address	ALTERATIONS AND	515	Location 962 Lot	FRENCHMAN BAY ROAD	LITTLE GROVE
120048	SCOTT PARK HOMES GREAT SOUTHERN	not shown at their request Owner's Name and address	ADDITIONS DWELLING AND GARAGE	2	Lot 401	GIFFORD STREET	LOCKYER
120098	SCOTT PARK HOMES GREAT SOUTHERN	not shown at their request Owner's Name and address	UNCERTIFIED DWELLING AND GARAGE	10	Lot 405	GIFFORD STREET	LOCKYER
120080	KOSTERS STEEL CONSTRUCTION PTY LTD	not shown at their request K L HOLLY & C D ASHWIN	UNCERTIFIED PATIO - UNCERTIFIED	27	Location 520 Lot	RUTHERFORD STREET	LOWER KING
120096	OUTDOOR WORLD	Owner's Name and address	SHED - UNCERTIFIED	277 4	Location 7 Lot 28	FRANCIS STREET	LOWER KING
120074	GRANDEUR HOMES	not shown at their request E A BOWEN	DWELLING ALTERATIONS	75	Location 2962	KNAPP HEAD ROAD	LOWLANDS
120046	WA) PTY LTD ML TURNER & SON	M D JACKMAN & J E	& ADDITIONS DWELLING GARAGE AND RAIN WATER TANK -	152	Location 401 Lot	LATHWOOD CIRCUIT	MARBELUP
120082	PTY LTD RANBUILD GREAT	MORGAN R B BADGER	UNCERTIFIED FARM SHED -	53 34	Location 660 Lot	LLOYD ROAD	MARBELUP
120021	SOUTHERN RYDE BUILDING	Owner's Name and address	UNCERTIFIED RETAINING WALL -	500 3	Lot 344	SATELLITE CLOSE	MCKAIL
120044	COMPANY PTY LTD ML TURNER & SON	not shown at their request G P WAKEFIELD	UNCERTIFIED ALTERATIONS AND ADDITIONS -	9	Location 390 Lot	GLADVILLE ROAD	MCKAIL
120073	PTY LTD AUSCAN	D A TEN HAAF	UNCERTIFIED PATIO	46	Location 492 Lot	PEGASUS BOULEVARD	MCKAIL
120059	CONSTRUCTIONS K & E NIELSEN	J M & N J SARGEANT	SHED - UNCERTIFIED	147 32	Location 399 Lot	SILVER STREET	MCKAIL

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
120053	WA COUNTRY	Owner's Name and address	DWELLING AND GARAGE	8	Lot 334	SATELLITE CLOSE	MCKAIL
120075	BUILDERS PTY LTD RYDE BUILDING	not shown at their request M J MEARS	UNCERTIFIED NEW DWELLING & GARAGE - UNCERTIFIED PATIO	50	Location 492 Lot 244	PEGASUS BOULEVARD	MCKAIL
302054	COMPANY PTY LTD T & W BRADE	Owner's Name and address		59	Location 381 Lot	LANCASTER ROAD	MCKAIL
120070	AUSCAN	not shown at their request J NEWMAN	SHED - UNCERTIFIED	105 52	Lot 235	CENTAURUS TERRACE	MCKAIL
120045	CONSTRUCTIONS RYDE BUILDING	G F & M H HURLEY	NEW DWELLING & SHED	3	Lot 344	SATELLITE CLOSE	MCKAIL
120069	COMPANY PTY LTD OUTDOOR WORLD	Owner's Name and address	CARPORIT - UNCERTIFIED	13	Location 492 Lot	DORADO BEND	MCKAIL
120040	KOSTERS STEEL CONSTRUCTION PTY LTD	not shown at their request C A & R P COX	SHED	272 8	Lot 885	MIDDLETON ROAD	MIDDLETON
302116	D J BURKETT	CITY OF ALBANY	SIGNS X 3	4	Location RES	FLINDERS PARADE	BEACH MIDDLETON
1200361	PAULA MCLEAN	(VESTED CROWN LAND) P K MCLEAN	ALTERATIONS AND ADDITIONS - UNAPPROVED	14789 Lot 1474 1436	Location 208/510 Lot 13	MILLBROOK ROAD	BEACH MILLBROOK
120066	O H JUNKER	H & O JUNKER	STRUCTURE - BUILDING OFFICE ADDITION - CERTIFIED	97	Location 368 Lot 50	HENRY STREET	MILPARA
120068	WA COUNTRY BUILDERS PTY LTD	ACTIVE PLUMBING PTY LTD	PARTIAL DEMOLITION - OFFICE ONLY PATIO	10	Location 384 Lot 205	MERRIFIELD STREET	MILPARA
120093	DOWNRITE DEMOLITION	ACTIVE PLUMBING PTY LTD		10	Location 384 Lot 205	MERRIFIELD STREET	MILPARA
120025	OUTDOOR WORLD	Owner's Name and address		29	Lot 21	DREW STREET	MIRA MAR
120077	JR GOMM	not shown at their request G P JONES & V DEADMAN	ALTERATIONS & ADDITIONS TO DWELLING - UNCERTIFIED	49	Location PL44 Lot 25	GREENSHIELDS STREET	MIRA MAR

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
301754	JENNIFER LOUISE	Owner's Name and address	ALTERATIONS AND ADDITIONS AND VERANDAH	6	Lot 3	ALICIA STREET	MT MELVILLE
302019	LUSCOMBE OWNER BUILDER	not shown at their request K B BUTLER	ALTERATIONS AND ADDITIONS	3	Lot 15	IRANFORD STREET	MT MELVILLE
120032	WA COUNTRY	Owner's Name and address	DWELLING AND GARAGE	79	Lot 256	KATOOMBA STREET	ORANA
120062	BUILDERS PTY LTD SCOTT PARK HOMES GREAT SOUTHERN	not shown at their request Owner's Name and address	UNCERTIFIED DWELLING AND GARAGE	27	Location 220 Lot	CANNING STREET	ORANA
120086	PTY LTD OUTDOOR WORLD	not shown at their request Owner's Name and address	UNCERTIFIED CARPORT - UNCERTIFIED	152 26	Location PT270	SEVILLE WAY	ORANA
120051	BJ NEWBOLD	not shown at their request B J NEWBOLD	DEMOLITION	5	Lot 265 Location 33 Lot 6	HARDING ROAD	ROBINSON
302050 120019	RH ESKETT OUTDOOR WORLD	RH ESKETT & JE HUNT Owner's Name and address	COMMERCIAL SHED PATIO	98 105	Lot 38 Lot 2	ELPHINSTONE ROAD DAVID STREET	ROBINSON SPENCER PARK
120041	WA COUNTRY	not shown at their request C E KOHLEN	NEW DWELLING	12	Location 0 Lot 63	PREMIER CIRCLE	SPENCER PARK
302108	BUILDERS PTY LTD PULS PATIOS	Owner's Name and address	PATIO	108	Location 4929 Lot	KOORYONG AVENUE	RRENUP
120049	SCOTT PARK HOMES GREAT SOUTHERN	not shown at their request Owner's Name and address	DWELLING AND GARAGE	166	Lot 306	DELORAIN DRIVE	RRENUP
302122	PTY LTD SCOTT PARK HOMES GREAT SOUTHERN	not shown at their request Owner's Name and address	UNCERTIFIED DWELLING GARAGE AND		Lot 208	GREENWOOD DRIVE	WILLYUNG
301647	PTY LTD RYDE BUILDING	not shown at their request Owner's Name and address	ALFRESCO RELOCATED DWELLING	62-64	Location 356 Lot	LEONORA STREET	YAKAMIA
120012	COMPANY PTY LTD RYDE BUILDING	not shown at their request COOLE INVESTMENTS	DWELLING	62-64	225 Location 356 Lot	LEONORA STREET	YAKAMIA
120039	COMPANY PTY LTD PULS PATIOS	PTY LTD C J MORACHE & D M BALDOCK	PATIO	30	Lot 15	CHESTER PASS ROAD	YAKAMIA

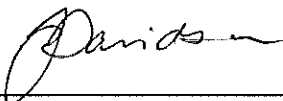
Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
120055	KOSTERS STEEL CONSTRUCTION PTY LTD	A W & M H HALLIDAY	CARPORT - UNCERTIFIED	11	Location 221 Lot	BETHEL WAY	YAKAMIA
120081	PULS PATIOS LTD	G J & P J BROWN	CARPORT - UNCERTIFIED	43	Location 474 Lot 36	SUSAN COURT	YAKAMIA
301970	AGCRETE	Owner's Name and address	RETAINING WALL	7	398	CUMBERLAND ROAD	
302085	M & A STEEL	not shown at their request Owner's Name and address	SHED			ELLEKER-GRASMERE	
120035	FABRICATION OWNER BUILDER	not shown at their request B E BELLOTTI	SHED			ROAD Lot 1123 ELLEKER-GRASMERE	
120029	P JONES	THE ALBANY LINK PTY LTD	RABO BANK FITOUT	UNIT 4, 5	Lot 4	ROAD Lot 1123 SAINT EMILIE WAY	
120028	JACKDAN PTY LTD	THE ALBANY LINK PTY LTD	SIGNS	UNIT 4, 5	Lot 4	SAINT EMILIE WAY	

CITY OF ALBANY

REPORT

To : His Worship the Mayor and Councillors
From : Administration Officer - Planning
Subject : Planning Scheme Consents – May 2012
Date : 5 June 2012

1. The attached report shows Planning Scheme Consents issued under delegation by a planning officer for the month of May 2012.
2. Within the period there was a total of nineteen (19) decisions made on active Planning Scheme Consents ;
 - Seventeen (17) Planning Scheme Consents were approved under delegated authority;
 - One (1) Planning Scheme Consent was approved; and
 - One (1) Planning Scheme Consent was withdrawn.



Jessica Davidson
Administration Officer – Planning

PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY

Applications determined for May 2012

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2120099	16/05/2012	Albany Worklink Employment And Training	Stirling Terrace	Albany	Consulting Rooms	Delegate Approved	17/05/2012	Adrian Nicoll
P2120097	15/05/2012	M Bird	Proudlove Parade	Albany	Development (Demolition)	Delegate Approved	29/05/2012	Deb Delury
P2120092	8/05/2012	Day International	Mountain Road East	Bornholm	Public Utility	Delegate Approved	18/05/2012	Jessica Anderson
P2120013	1/02/2012	J Dijkstra	Albany Highway	Centennial Park	Community Purpose Building (day time counselling and night shelter for homeless men)	Approved	17/05/2012	Deb Delury
P2120038	7/03/2012	M Jeffery	Pioneer Road	Centennial Park	Medical Clinic - Additions (Medical and Dental Consulting Rooms)	Delegate Approved	18/05/2012	Tom Wenbourne
P2120078	16/04/2012	B Turpin	Collingwood Road	Collingwood Park	Development - Signs	Delegate Approved	15/05/2012	Adrian Nicoll
P2120088	1/05/2012	AR & JA Goodall	Kitson Street	Gledhow	Warehouse (Storage)	Delegate Approved	24/05/2012	Taylor Gunn
P2120087	1/05/2012	CP Cafferata	Grove Street East	Little Grove	Single Dwelling (Additions)	Delegate Approved	10/05/2012	Adrian Nicoll
P2120094	10/05/2012	AM Shanks	Frenchman Bay Road	Little Grove	Development - Retaining Wall (earthworks in excess of 600mm)	Delegate Approved	14/05/2012	Tom Wenbourne
P2120083	27/04/2012	TC Mastalerz	Dorado Bend	McKail	Single House - Oversize Driveway/Crossover	Delegate Approved	4/05/2012	Taylor Gunn
P2120081	20/04/2012	J Boccamazzo	Trio Crescent	McKail	Grouped Dwellings (Aged Persons Dwellings x 7)	Delegate Approved	16/05/2012	Taylor Gunn
P2120025	20/02/2012	J Brade	Lancaster Road	McKail	Single House - Outbuilding (overheight and oversize)	Delegate Approved	18/05/2012	Jessica Anderson
P2120053	21/03/2012	Albany Surf Life Saving Club	Flinders Parade	Middleton Beach	Signs (x3)	Delegate Approved	10/05/2012	Adrian Nicoll
P2120070	5/04/2012	R Cekerevac	Chester Pass Road	Milpara	Warehouse - Additions	Delegate Approved	1/05/2012	Tom Wenbourne
P2120074	11/04/2012	A & M Holmes	Verdi Street	Mt Melville	Group Dwelling (x5)	Delegate Approved	8/05/2012	Adrian Nicoll
P2120098	15/05/2012	AD Fryer-Smith	Burgoyne Road	Port Albany	Holiday Accommodation X3	Withdrawn	24/05/2012	Tom Wenbourne

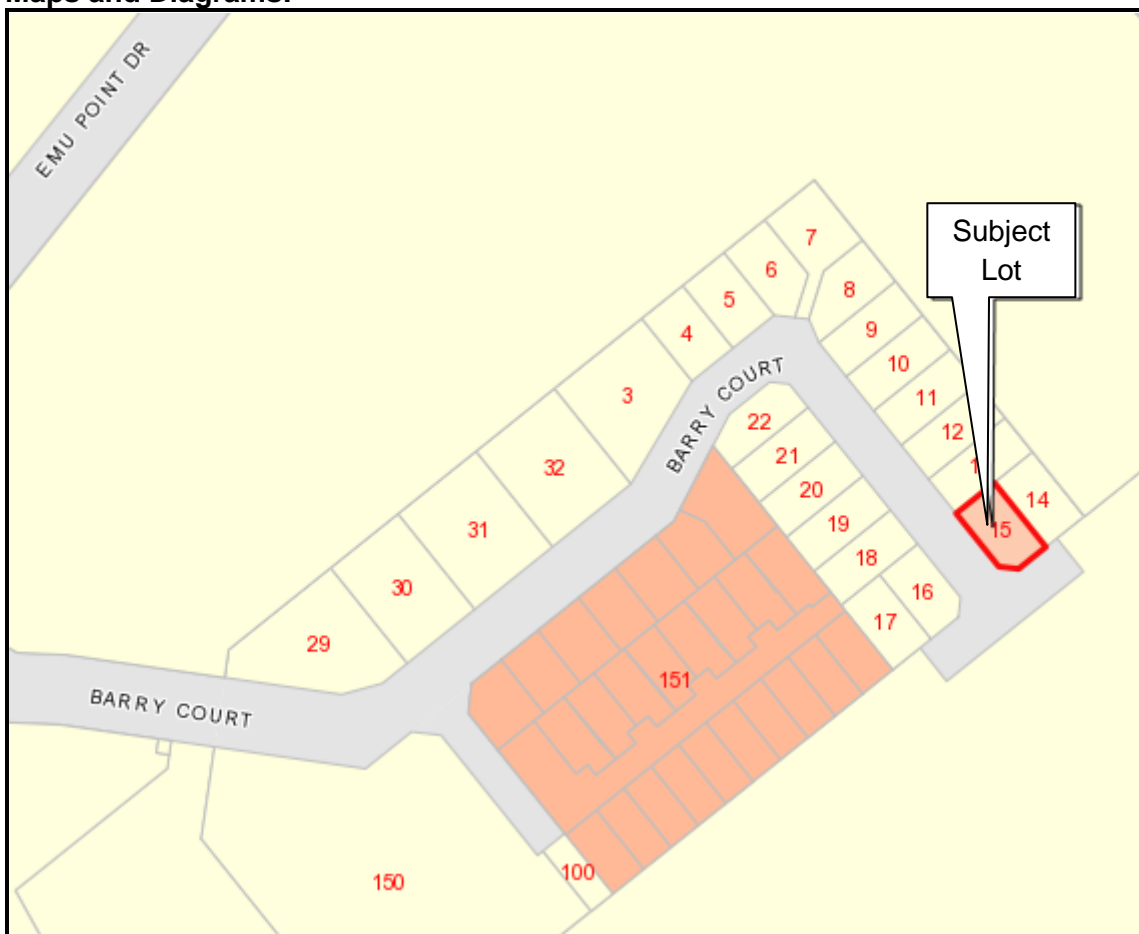
AGENDA ITEM 2.2 REFERS

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2120090	8/05/2012	Daly International	Princess Avenue	Tomdirrup	Public Utility	Delegate	18/05/2012	Jessica Anderson
P2120086	30/04/2012	Puls Pafios	Kooyong Avenue	Warrenup	Development - Outbuilding (Setback Variation)	Approved Delegate	11/05/2012	Deb Delury
P2120095	11/05/2012	City Of Albany	Albany Highway	Willyung	Public Utility (Passenger Screening And Sterile Lounge)	Approved Delegate	14/05/2012	Adrian Nicoll

**2.3: DEVELOPMENT APPLICATION – OUTBUILDING (LOT 15) NO. 55
BARRY COURT, COLLINGWOOD PARK**

Land Description	: (Lot 15) No. 55 Barry Court, Collingwood Park
Proponent	: Wren Pty Ltd
Owner	: Ian and Denise James
Business Entity Name	: Tucson Pty Ltd
Attachments	: Site Plan / Elevations Neighbours Comments
Responsible Officer(s)	: E/Director Planning and Development Services (Dale Putland)

Maps and Diagrams:



IN BRIEF

- A development application was submitted for an outbuilding on Lot 15 (55) Barry Court, Collingwood Park, which is currently vacant.
- The application was referred to occupiers of neighbouring properties for comment.
- Neighbours objected for various reasons.
- The applicant changed the design of the outbuilding to ease concerns from neighbouring residents.
- The application complies with regulations governing development at Barry Court.

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

**MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR SUTTON**

**THAT Council issues a Notice of Planning Scheme Consent REFUSAL for an
Outbuilding at the vacant Lot 15 (55) Barry Court, Collingwood Park.**

CARRIED 11-0

Councillor's Reason:

1. Development at Barry Court is governed by the Residential Design Codes and the Local Planning Scheme 1A and 3 Policy manual.
2. Despite that the Council Planning Policy does not state that outbuildings are not permitted on vacant land, Council can demonstrate their discretion not to issue a notice of Planning Scheme consent.
3. An outbuilding is described as 'incidental' development in the R Codes (see 6.10). Therefore an Outbuilding is just that, an outbuilding. It is not a stand-alone land use.
4. Furthermore, it is not described as an individual land use in the Draft Local Planning Scheme and therefore cannot be assessed without being considered as incidental to a Single House.
5. The R Codes state:
 - a. *Outbuildings. P1 Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.*
This is evident through the number of submissions made to Council by neighbouring land owners.
 - b. *iii. Collectively do not exceed 60sqm in area or 10% in aggregate of the site area, whichever is the lesser;*
Does not meet the R Codes because it is greater than 60m2 and occupies more than 10% of the site.

RECOMMENDATION

**ITEM 2.3: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council resolves to ISSUE a Notice of Planning Scheme Consent for an Outbuilding at the vacant Lot 15 (55) Barry Court, Collingwood Park subject to the following conditions:

- a) Development occurring in accordance with the approved plans.
- b) The outbuilding is not to be used for commercial purpose or a business related activity.
- c) A 'Permit' for vehicular crossover construction being submitted for approval and subsequently being undertaken, at the cost of the applicant, to the satisfaction of the City.
- d) The trees proposed to be planted being maintained by the applicant to the satisfaction of the City.
- e) No activity occurring at the Lot that may cause a detriment to the amenity of the area by reason of noise, smell, fumes or smoke.

BACKGROUND

1. In 2007, Council rescinded guidelines (Design Guidelines – Barry Court) which governed development on lots at Barry Court. Development at Barry Court is now governed by the Residential Design Codes and the Local Planning Scheme 1A and 3 Policy Manual.
2. The City has received an application for an outbuilding required by the applicant to store a boat on a vacant Lot, located at Lot 15 (55) Barry Court, Collingwood Park.
3. The City notified the applicant as to the concerns that were raised during the consultation process and requested that modifications be made to the design of the outbuilding to address the issues. The applicant submitted a revised plan demonstrating the following variations to reduce potential impacts:
 - a reduced floor area (85.6m²) ;
 - increased setbacks to front, side and rear boundaries;
 - a new access to support turning movements;
 - the outbuilding being orientated 90⁰;
 - a more appealing design with a variety of building materials (including weatherboards and glass windows); and
 - screening to the streets (permeable fence and vegetation).
4. The City provided the adjacent landowners, and all people who had previously provided comment, the opportunity to provide comment on the revised plans and as a result objections were received for reasons that were similar to those summarized above.

DISCUSSION

5. The Residential Design Codes and the Local Planning Scheme 1A and 3 Policy Manual do not prevent an outbuilding being developed on a vacant lot. The City has previously approved the development of outbuildings on vacant lots.
6. Section 6.10.1 states that new development should meet the performance criteria set out in the codes.
7. The performance criteria on which the R codes is based is *“Outbuildings that do not detract from the streetscape or visual amenity of residents or neighbouring properties”*. Therefore, this is the criteria on which assessment under the R Codes must be based.
8. If Council should seek to reject the application they must find good reasonable grounds for the rejection that are based on the “Performance Criteria” listed in the R Codes section 6.10.1. City staff could not find such reasonable grounds and felt that a decision to reject the proposal may give grounds for a successful appeal to the State Administrative Tribunal.
9. The acceptable development criteria which state that outbuildings that do not collectively exceed 60 sq m in area or 10 percent of the site area illustrate one way of meeting the associated performance criteria.
10. Page 4 of the R Codes clearly sets out the difference between “performance criteria” and “acceptable development criteria” and how they are administered (refer to attachment).
11. Further, Council has adopted an outbuilding policy that allows for a shed that is larger than stated in the R Codes. This shed application complies with Council's adopted outbuilding policy.

12. The application does not alter the rights of adjoining or nearby landowners. However, it is noted that while current Council policy may allow construction of a shed on many of these properties, the location of each subject lot will determine how impacts of “amenity” on the area are evaluated. The impacts of amenity may be significant, providing grounds to reject the application.
13. In the opinion of City staff, the location of this specific block at the end of a cul de sac may lessen the shed’s impact on amenity and does not provide sufficient grounds to reject the application.
14. The objective of the City’s Outbuilding Policy is:

To achieve a balance between providing for various legitimate storage needs of residents whilst minimising any adverse impacts outbuildings may have on neighbouring properties, the street, the neighbourhood or locality, or the City.

15. Council’s Outbuilding Policy sets the permitted development criteria for outbuildings according to the zone and site area. For the subject land the following provisions apply:

Max. Wall Height	Max. Ridge Height	Max. Floor Area (combined all outbuildings)	Special Requirements
3 metres	4.2 metres	100m ²	If the floor area of an outbuilding is to exceed 60m ² the use of non-reflective materials is required

16. The proposal complies with all of the objectives and requirements of the outbuilding policy for the following reasons:
 - Wall height is 3 metres;
 - Ridge height is 4.2 metres;
 - Floor area is 85.6m²;
 - Materials are a mixture of weatherboards, colourbond and glass; and
 - Minimising of adverse impacts, as expressed by neighbours, has occurred.

GOVERNMENT CONSULTATION

17. No government consultation was required.

PUBLIC CONSULTATION / ENGAGEMENT

18. As the application proposes an outbuilding to be constructed without an existing onsite dwelling being present, neighbours were consulted and 11 submissions were received. The following is a summary of the comments received:
 - the floor area (100m²) proposed is out of proportion with the size of the Lot (350m²);
 - the materials are not in keeping with development in the locality;
 - the Lots in Barry Court have been set aside for residential dwellings and not storage sheds;
 - an outbuilding developed by itself on a lot will detrimentally impact the amenity of the neighbourhood.
 - development should be conditional on the construction of a dwelling;
 - an outbuilding on a vacant lot will lower the value of lots in the locality; and
 - there is the potential for noise occurring as a result of a need to flush the engine of the boat proposed to be stored within the outbuilding.

19. The submissions are attached to the report item for Councillors to review.

STATUTORY IMPLICATIONS

20. The subject site is 350m2 in area and is zoned “Tourist Residential” under Town Planning Scheme No. 1A.
21. The Outbuilding’s Policy is a Town Planning Scheme Policy adopted under the Scheme. Clause 6.9.4 of TPS 3 states;
- a) *A Town Planning Scheme Policy shall not bind the council in respect of an application for Planning Consent, however, it may require the Council to advertise its intention to relax the provisions of the policy once in a newspaper circulating in the district stating that submissions may be made to the Council within 21 days of the publication thereof.*
 - b) *Council shall take into account the provisions of the policy and objectives which the policy was designed to achieve and any submission lodged, before making its decision.”*

STRATEGIC IMPLICATIONS

22. This item relates 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.*
- *Regularly review all policies in consultation with community and key stakeholders.*

POLICY IMPLICATIONS

23. The application complies with the City’s Outbuilding Policy provisions.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>The applicant appeals to a State Administrative Tribunal if the proposal is refused.</i>	<i>Likely</i>	<i>Minor</i>	<i>Medium</i>	<i>If a decision is made to refuse the application, sound reasoning is required to provide solid defence at a State Administrative Tribunal.</i>

FINANCIAL IMPLICATIONS

25. There are no financial implications relating to this item.

LEGAL IMPLICATIONS

26. If Council refuses the application and the applicant appeals, the City of Albany may be required to defend reasons for refusal at a State Administrative Tribunal hearing.

ALTERNATE OPTIONS

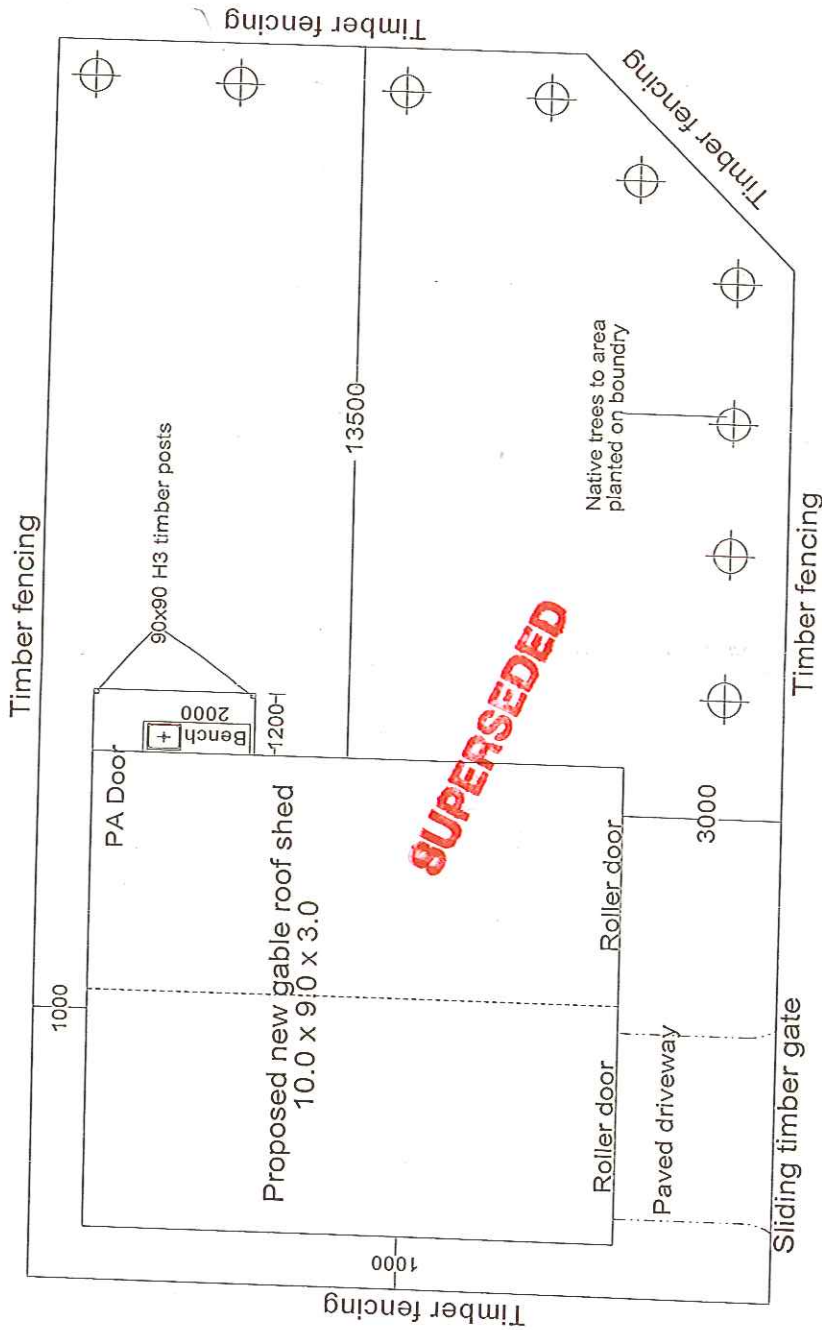
27. Council may refuse the application. Reason for a refusal determination would need to be provided as part of the determination.

SUMMARY CONCLUSION

28. The proponent proposes to construct an outbuilding on a vacant lot. The proposed outbuilding complies with the provisions of the current Outbuildings Policy.

Consulted References	:	Council's Outbuilding's Policy Town Planning Scheme No. 1A Residential Design Codes Rescinded Design Guidelines – Barry Court
File Number (Name of Ward)	:	A186397 (West Ward)
Previous Reference	:	OCM 16/10/07 Item 11.3.2

Barry Court

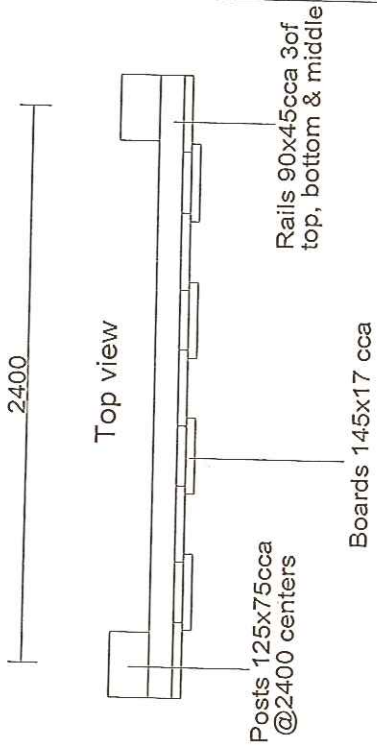


Barry Court

- * Timber wall frame with H3 90x35 studs @1200C.
- * Trusses engineered by Rainbow frame & truss H2@1200C.
- * Roof pitch @15deg.
- * Colorbond corri wall sheeting.
- * Colorbond corri roof sheeting.
- * Storm water to council requirements.
- * 100mm thick concrete slab.

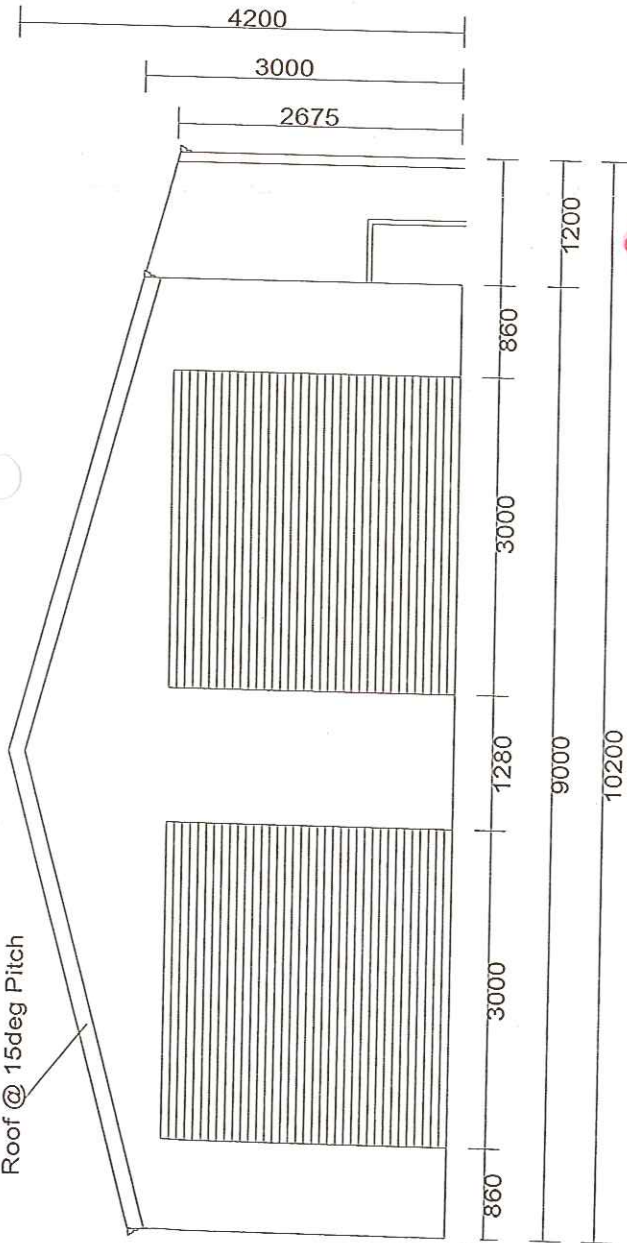
Client: Ian & Denise James
 Site: 55 Barry court Albany
 Title: Site Plan
 Scale: 1:100
 Page: 1 of 1
 Date: 22/2/2012

Fencing Detail

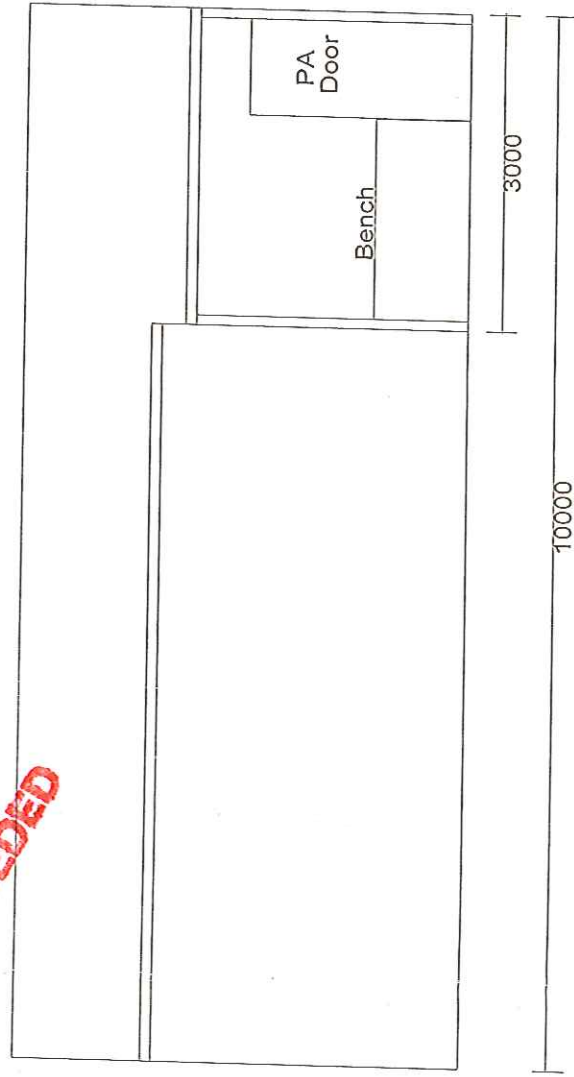


Scale 1:10

SUPERSEDED



West Elevation



South Elevation

DATE	DATE	NOTES

LEGEND
TL ADJUSTABLE EXTERIOR TIMBER SHAPES WITH ALUMINIUM FINISH
EL ADJUSTABLE EXTERIOR GLASS LANTERNS - OCEAN
RL ADJUSTABLE EXTERIOR METAL LANTERNS WITH ALUMINIUM FINISH
OP DOWN PIPE DOWNGANGS INTO PLASTER TO LOOK DOWNPIPE
FE FROD GLASS IN FROD ON TOP OF FLOOR TO LOOK DOWNPIPE
FG FROD GLASS WINDOW
SGW SLIDING GLASS WINDOW
SD SLIDING GLASS WINDOW
FGW FROD GLASS WINDOW
SC SHADOW CLAP
CR COLORBOND ROOF SHEETING WITH 10% TRANSPARENT ROLL AND ROLL TOP ROSE GOLD METALIC
RV ROOF VENT COLORBOND WITH FROD FOR DOWNPIPE, STRAPROOF
RI ROUNDER CONCRETE WALLMOUNT LIGHTWORK WITH SELECTED PAINT FINISH
TF PAINTED TIMBER FASCIA
TR PAINTED TIMBER BALUSTRADE WITH TIMBER LANTERNS WITH FROD
SAV SLIDING ALUMINIUM WINDOW
NO FROD ON ROOF
RL ROLLER SHUTTER

This drawing has been prepared in accordance with the 11 standard drawing practices. All drawings to be submitted by the client must comply with the project's specifications.

Scale: 1:50 at A1 size

Project: BOAT SHED AT ALBANY FOR IAN JAMES

Client: IAN JAMES

Drawing Title: ELEVATIONS

Do not scale the drawing. FIGURED DIMENSIONS TAKE PREFERENCE.

Architect: MICHAEL PERCIVAL & PARTNERS PTY. LTD.

21 WARRIMOO ROAD STONEYCREE NSW 2070
 Ph: 02 9370 2700
 Fax: 02 9370 2701
 Website: www.michaelpercival.com.au

Scale: 1:50 at A1 size

Drawn: []

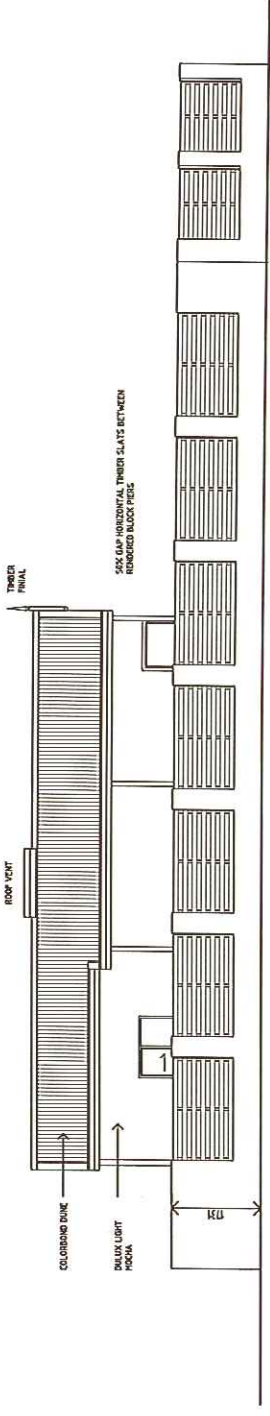
Checked: []

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Drawing No. 1200004

Sheet No. SK 02

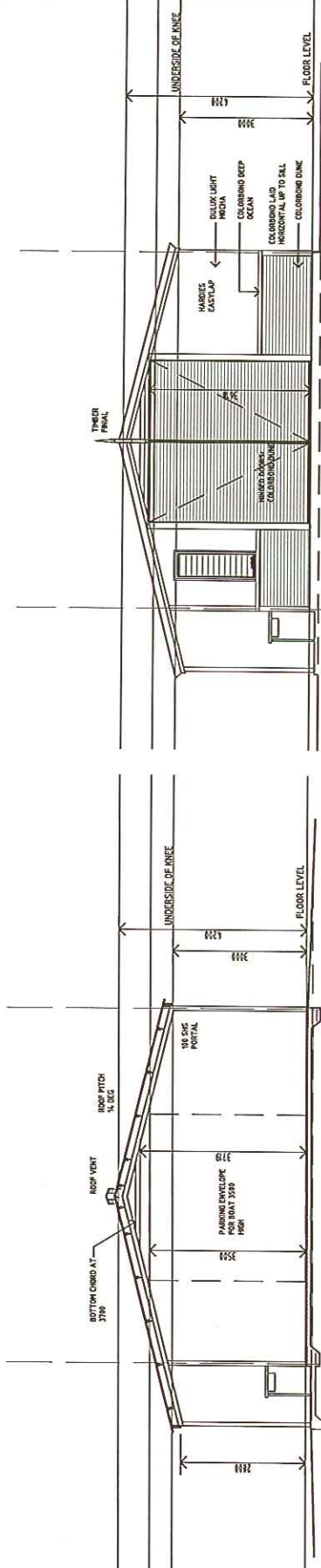


FENCE ELEVATION
1:50 at A1 size

AMENDED PLAN

Date: _____

Application: _____



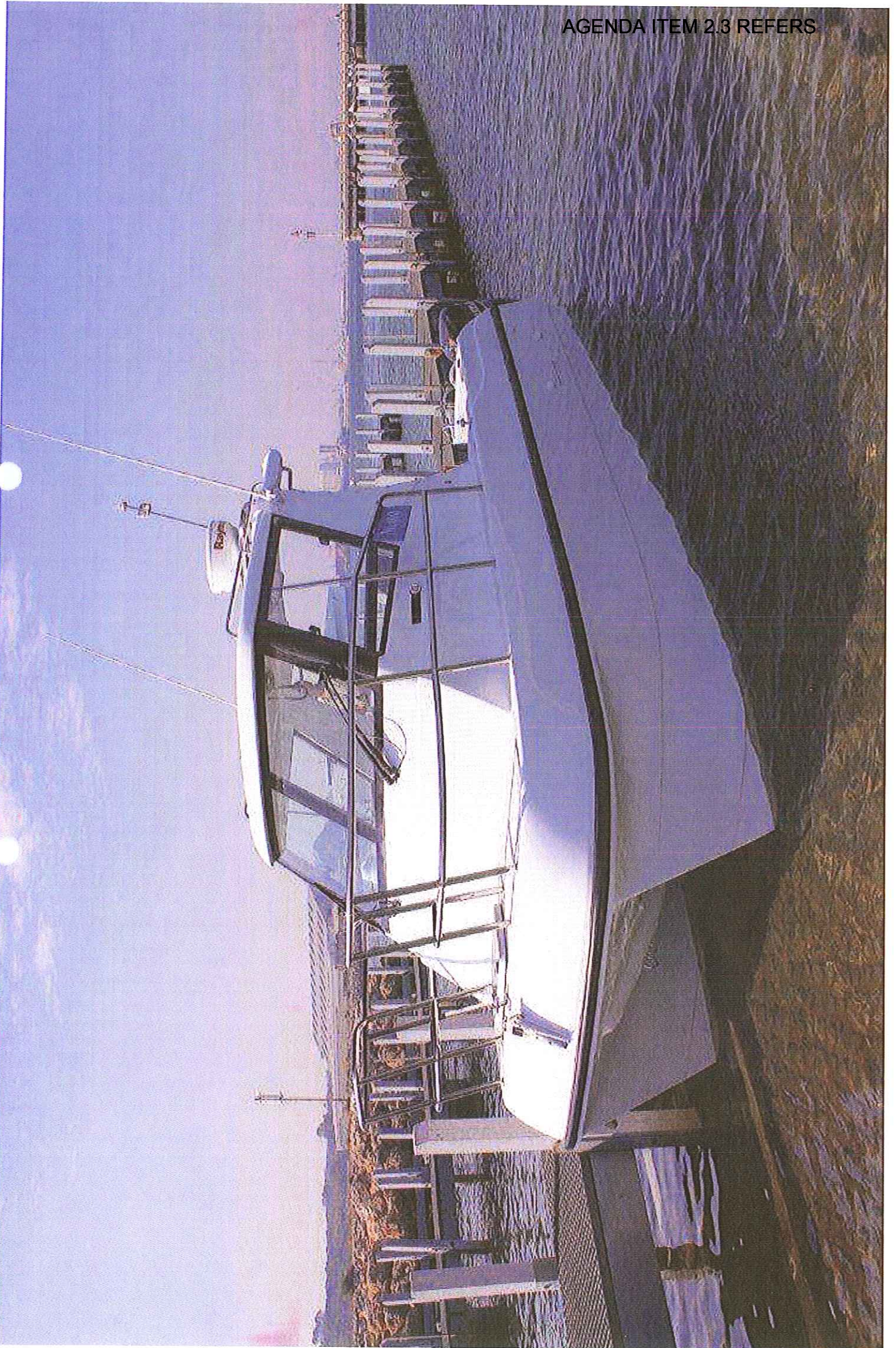
SECTION PREFERRED OPTION
1:50 at A1 size

FRONT ELEVATION PREFERRED OPTION
1:50 at A1 size

- COLOR SCHEDULE
- WALLS BELOW SILL: COLORBOND DUNE
 - FLASHINGS: COLORBOND DEEP OCEAN
 - POSTS, BARGES AND FASCIAS: ACRYLIC TO MATCH DEEP OCEAN
 - WALLS ABOVE SILL: DULUX ACRYLIC - LIGHT PROCHA
 - ROOF SHEETING AND FLASHINGS: COLORBOND DUNE

PURPOSE OUTBUILDINGS : TO STORE BELOW BOAT.

AGENDA ITEM 2.3 REFERS



Residential Design Codes of Western Australia

Explanatory Guidelines

- Part 4 Neighbour consultation - sets out the requirements for neighbour consultation under the codes.
- Part 5 Local planning policies - sets out the extent to which local planning policies can vary, replace or augment the codes.
- Part 6 Design elements - sets out the elements of the design of all single houses, all grouped dwellings and multiple dwellings in areas coded less than R30, from the standpoint of their impacts, especially on neighbours and the wider locality.
- Part 7 Design elements - sets out the elements of the design of multiple dwellings in areas coded R30 and above and for the residential component within mixed use development and activity centres, from the standpoint of their impacts, especially on neighbours and the wider locality.

Appendix 1 Definitions

Appendix 2 Codes approval application form

Appendix 3 Codes approval decision form

Appendix 4 Adjoining property owner comment on discretionary approval application under the Residential Design Codes

Tables and figures sets out various tables and figures referred to in the codes.

Description of the performance approach used in the R-Codes

Parts 6 and 7 contain the core design elements of the R-Code provisions. These use a performance approach and are set out as follows:

- first, the aim or objective of the design element or special provision is stated;
- second, a set of performance criteria is provided that must be satisfied if the objective is to be met; and
- third, a set of acceptable development provisions related to the performance criteria is established.

The objective outlines the desired outcome for a particular design element or special provision.

The performance criteria are general statements of the means of achieving the objective. They are not meant to be limiting in nature. Instead, they provide applicants with an opportunity to develop a variety of design responses to address each residential design issue.

The acceptable development provisions illustrate one way of satisfactorily meeting the corresponding performance criterion, and are provided as examples of acceptable design outcomes. Acceptable development provisions are intended to provide a straightforward pathway to assessment and approval; compliance with an acceptable development provision automatically means compliance with the corresponding performance criterion, and thus fulfilment of the objective.

The codes have been designed to provide a clear choice for applicants to select either a performance criteria approach for assessment, an acceptable development provision approach, or a combination of the two.

If an applicant wishes to have a proposal assessed against the performance criteria, then the relevant left-hand column criteria must be addressed. If the applicant requests that a proposal be assessed against the acceptable development provisions, the provisions of the relevant right-hand column must be satisfied. If an applicant wishes to have a proposal assessed against a combination of both the performance criteria and the acceptable development provisions, then the relevant left-hand column criteria and right-hand column provisions must be addressed and satisfied.

In a performance criteria assessment the onus is always on the applicant to demonstrate to a council's satisfaction that the proposal complies with the performance criteria.

Given that the acceptable development provisions illustrate only one way of satisfactorily meeting the corresponding performance criterion, the use of

RECOMMENDATION

ITEM 2.4: RESPONSIBLE OFFICER RECOMMENDATION

VOTING REQUIREMENT: SIMPLE MAJORITY

THAT Council resolves to ISSUE a Notice of Planning Scheme Consent for Livestock Grazing and Stables at Lot 195 (140) Lowanna Drive, Marbellup subject to the following conditions:

- a. The effluent storage and disposal system/s for the use hereby approved shall be designed and constructed to the satisfaction of the City of Albany.
- b. A dust management plan shall be submitted for approval in writing and implemented to the satisfaction of the City of Albany.
- c. A nutrient management plan shall be submitted for approval in writing and implemented to the satisfaction of the City of Albany.
- d. A landscaping plan detailing the size, species and their location shall be submitted for approval in writing, implemented and maintained to the satisfaction of the City of Albany. This shall include a minimum 3m wide landscape buffer along the southern boundary of the lot and plant specimens shall be of advanced growth.
- e. Stormwater disposal and earthwork plans/details shall be submitted for approval and implemented to the satisfaction of the City of Albany.
- f. A vehicular parking and access plan shall be submitted for approval and implemented to the satisfaction of the City of Albany.
- g. The level of noise emanating from the premises shall not exceed that prescribed in the Environmental Protection Act 1986, and the Environmental Protection (Noise) Regulations 1997.
- h. No signs are to be erected on the lot without the City of Albany's approval, accord with the City of Albany's Sign Policy.
- i. The use and development shall comply with the City of Albany's *Animals Local Law 2001*.
- j. The keeping of livestock shall be restricted to fenced pastured areas of the lot.
- k. No development or stock grazing is permitted within the 'Re-vegetation and Drainage Protection Area" as shown on the Subdivision Guide Plan for Special Rural Area No.22.
- l. Outbuildings shall be designed and constructed of materials which are in character with the landscape. Unpainted zincalume and off-white colours are not permitted.
- m. The combined floor area for all outbuildings on site shall not exceed 240m².
- n. All outbuildings on the site shall comply with the heights contained within Council's Outbuilding's Policy for Special Rural lots over four hectares in size.
- o. The maximum number of horses on the property shall not exceed ten (not including the owner's horses), The number of horses on the site are subject to complying with stocking

rates recommended by the Department of Agriculture and Food Western Australia.

- p. The loading and unloading of stock shall occur entirely within the site.
- q. Horse lessons shall be one on one training and shall not exceed more than eight in any given week.
- r. A suitable water supply shall be provided for the use hereby approved, to the satisfaction of the City of Albany.
- s. Areas of significant remnant vegetation, revegetation, and landscape protection as shown on the Subdivision Guide Plan are to be protected, to the satisfaction of the City of Albany.

ITEM 2.4: MOTION

**MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR GREGSON**

THAT this lay on the table for a period of one month or until advice is received regarding the stocking rates.

CARRIED 11-0

BACKGROUND

1. This application is to provide horse agistment, livestock grazing, a stable, and a training facility for both personal and client use at Lot 195 (140) Lowanna Drive, Marbellup.
2. The applicant advises it will:
 - Develop a small “boutique” agistment and training facility, initially for up to four agistees with a maximum of ten as the final goal.
 - Provide approximately six to eight, one on one lesson per week to pupils on their own horses.
3. This lot forms part of the Lowanna Country Estate, which consists of 45 lots in total with this lot being the largest within the estate. The lot is currently under Offer by Purchase by the proponents, and a satisfactory response on this application from the City of Albany is a condition of offer.
4. The subject site is over 19.5 hectares in area and is zoned ‘Special Rural’ area No. 22 under the City of Albany’s Town Planning Scheme No. 3 (TPS 3). The area was rezoned to ‘Special Rural’ as part of Town Planning Scheme Amendment 255 and the lots have just recently been created.
5. The application was advertised for public comment in accordance with clause 5.1.2.3 of TPS 3 (refer to Statutory Implications section below). Nearby landowners to the site were notified, a site notice was placed on the front of the property and an advertisement was placed in a local newspaper. The advertising period closed on 12 April 2012 and a total of six public

submissions were received, four were opposed to the application and the other two expressing support.

6. The proposal was also referred to the following State Government agencies, Department of Water, Department of Environment and Conservation and Department of Agriculture and Food Western Australia, a response was received from all agencies.
7. Both the government and public responses will be discussed in further detail under the consultation sections of this report; a full copy of their comments is within the agenda attachment section.
8. The application has been referred to Council for consideration due to the substantive comments received following the advertising period. This is in accordance with the requirements of Council's adopted Guideline "Planning Applications".
9. Council is required to consider the strength of the arguments raised in those submissions and determine whether the scale and intensity of the use is appropriate within the locality.

DISCUSSION

10. The subject land slopes upwards to the north-east, gradually getting steeper as it reaches the corner of the northern and eastern boundaries. Vehicular access to the property is from Lowanna Drive via an existing crossover and driveway constructed adjacent to the eastern boundary of the lot.
11. The site is currently vacant; there are no permanent structures or buildings located on the property.
12. A vegetation and drainage protection area extends over just under half of the lot and its purpose is to shield the drainage/creek line that flows east to west. There are also two natural water soaks located within this area. This protection area has been fenced off and is not suitable or permitted to be used for development. The proponent is aware that no development or stock grazing is permitted in this area.
13. Although there has been some tree/shrub planting on site (most of which is along the northern boundary), there is no substantial remnant vegetation located outside of the vegetation and drainage protection areas.
14. There is a 10m easement corridor on the certificate of title running along the full length of the eastern boundary to allow for construction of the underground slurry and water pipelines for the proposed Grange mine in Wellstead. The proponent has also advised that there is also an additional fifteen meter corridor which prevents building and planting until the pipeline has been constructed.

15. The proponents have advised that the lot consists of approximately 12 acres of all year winter dry pasture, 12 acres of restricted pasture on deep sand that will be waterlogged for approximately 5 months of the year and 24 acres of restricted land (vegetation and drainage protection area).

Infrastructure:

16. Although permanent fencing will be installed in the future, the initial fencing will be electric. A dressage arena approximately 60m x 20m surfaced with sand and suitably drained and a round fenced training yard 20m in diameter and a predominantly flat general riding area is proposed.
17. A central stable block (14m in length by 11.6m in width with a maximum height of 4.3m) will also be constructed, this will house a tack room, feed room, undercover float parking and general storage. A shed (10m in length by 7m in width with a maximum height of 4.6m) for general work area and storage of general equipment and small farm machinery (small tractor etc) will also be constructed. There is also sufficient space adjacent to the stables and general shed for between 2-4 horse floats and a regular vehicular parking.
18. All structures and buildings comply with the setback requirements for the area (require minimum 15m setback required from Lowanna Drive and 10m from all other lot boundaries) and are located within the building envelope as noted on the Subdivision Guide Plan.

Pasture Management:

19. The current pasture on site is predominantly kikuyu, the proponents intend on improving the pasture by encouraging a mix of annual and perennial pastures. The management of livestock will be that the horses graze on the pasture as well as being hand fed and stabled at times, if requested by owner for safety reasons or if required to prevent overgrazing of paddocks.
20. Stocking rates are based on a number of criteria, including soil types, feeding and watering regimes etc. The total number of horses allowable on the property will be a determination of DAFWA and will be based on these and other criteria. However, the proponents have indicated that they will keep up to 4 of their own horses in addition to a maximum of 10 agisted horses.

Water Management:

21. Water is primarily needed for watering stock, and will also be used for irrigating some paddocks and wetting down the dressage arena to prevent dust. Although scheme water is available to the lot, this will be used minimally. Water tanks will be installed and there are also two soaks in the vegetation and drainage protection area, the proponents have advised that the Department of Water (DoW) has given verbal approval that water can be drawn from these soaks and the eastern soak may be dug out further, this will be subject to the separate approval of DoW. DoW has also advised that the installation of a bore is acceptable.

Vegetation

22. An approximate 3m strip of trees will be planted along all boundary lines, with the exception of the eastern boundary, where trees will be set in 25m from the boundary (due to the covenants and easements to do with the pipeline) and along internal fence lines once the permanent fencing has been constructed.
23. Timeframes for revegetation of the buffer zone will be agreed with the proponents and form part of the landscape plan as per the recommended condition. The recommended approval condition requires that the landscape plan will be in place prior to commencement of operations. Implementation timeframes will necessarily form part of the landscape plan and must be agreed prior to commencement of activities on the site.

Dust Management

24. The most likely source of dust would be from the dressage area during summer months, sprinklers will be installed and the arena will be wet down when in use. Trees and shrubs will also be planted to reduce wind and provide shade to mitigate dust problems.
25. Suitable management of pasture and stocking rates will reduce the risk of dust and land degradation.
26. Implementation timeframes form part of the dust management plan and must be agreed prior to commencement of activities on the site. The recommended approval condition requires that the dust management plan be in place prior to commencement of operations.

Odour Management

27. Horses will be managed over the property as opposed to grouped in a central location. Manure from the yards and stables will be composted near the stables and appropriate composting measures will be undertaken to minimise odour.

Nutrient Management

28. The most likely source of nutrient export will be the horse manure. The manure from yards and stables will be collected and composted (along with other organic waste from the lot), in a manner to prevent leakage into the soil.
29. The paddocks will be harrowed to break up and spread the manure so that is not left in a concentrated form and the composted manure will be spread back over the paddocks as an organic fertiliser.
30. The subject land is surrounded by the following zones and uses:
 - o Medium to large rural lots to the north and west used for small scale agricultural activities.

- Small rural lot to the east currently used for similar small scale livestock (horse) grazing.
 - City Reserve to the north east which is currently bushland and formed part of a group of lots used for the previous City rubbish site and extractive industry (gravel).
 - Special rural lots to the south approximately 1 hectare in size.
31. The proposal is consistent with and meets the objectives, subdivision guide plan and the provisions for Special Rural Area No.22 under TPS 3.

GOVERNMENT CONSULTATION

32. The application was referred to the Department of Agriculture and Food Western Australia (DAFWA), the Department of Environment and Conservation (DEC) and the Department of Water (DoW), a summary of their comments is below:

Department of Water:

33. As the foreshore revegetation area is identified as a development exclusion zone, no development or stock should occur in this area. DoW has no objections to the proposed equine facilities. The application identifies firebreaks within the foreshore revegetation area, this in conflict with the foreshore management plan (FMP) that was part of the subdivision. The FMP requires the owners of lot 195 to be responsible for maintaining firebreaks outside the revegetation protection area. Grazed paddocks adjacent to the revegetation areas should also minimise the fuel load and fire risk. DoW recommends that the prospective purchasers be given a copy of the FMP and tree planting proposal prepared for the subject lot by Ayton Baesjou Planning.

Department of Environment and Conservation (DEC):

34. DEC advises that the City should consider a requirement that native species be used for revegetation. It is also noted that the shallow valley which runs east to west across the site is classified as an area of *Moderate to Low* risk of Acid Sulphate Soil occurrence. DEC recommends that the applicants meet the '*Environmental Guidelines for Horse Facilities and Activities*'. In its present form, the application appears to have several inadequacies with regard to the guidelines, in particular site design, buffers, stocking rates, soil protection groundwater and surface water protection.

Site Design and Buffers

35. The proposal is located less than 1 km north of a public drinking water source area ("South Coast Water Reserve") and less than 500m from a Waterways Conservation Act gazetted area ("Albany Management Area"); hence the management of any wetlands or soaks is important. It is also unclear from the plans whether horses are to be excluded from waterways and seasonally boggy areas for which a 30 metre buffer is required in accordance with the '*Environmental Guidelines for Horse Facilities and Activities*'. The application advises that seasonally boggy areas will be restricted for grazing for five months of the year.

36. The proposed stables appear to be located close to neighbours on the eastern side of Lot 195; however the actual distances to neighbours are not stated within the application.
37. The EPA Guidance Statement No.3: Separation Distances Between Industrial and Sensitive Land uses (WA EPA 2005) recommends a buffer of 100 - 500m for horse stables depending on size of operation.
38. The composting of manure will occur relatively close to the stables and therefore close to the eastern neighbour. This could cause nuisance odour for the resident.

Stocking Rates and Soil Protection

39. It cannot be determined from the application what the stocking rates will be and whether these meet the guideline for soil protection (Table 4), due to a lack of information on soil type and exact area of grazing.

Groundwater and Surface Water Protection

40. A minimum separation distance of 1.2m is recommended in the guidelines to protect groundwater from nutrient contamination originating from manure and other nutrient rich wastes.
41. It is recommended that the compost have a weather proof cover in periods of rainfall (to prevent unnecessary generation of leachate) and for leachate from the compost area to be contained and appropriately treated/disposed of.
42. It would be preferable that any leachate from activities on site is contained and either disposed of via septic, sewer, controlled irrigation or transferred to an impervious evaporation pond. Clean stormwater should be directed away from any areas in which it may become contaminated by the use of drainage lines/bunds (if required) to minimise leachate generation.
43. The spreading of manure on site is mentioned but the methods to be used are not detailed. It is assumed the spreading of manure will occur after composting, but it is unclear what equipment (if any) will be used to spread the manure and also whether spreading will be restricted to certain weather conditions (eg not in heavy rainfall periods) and certain areas (eg low-lying or flood-prone areas). It is not discussed how nutrient loads will be managed when applying manure and whether the recommended limits in the guideline for the soil type will be adhered to. The guidelines also mention the need for care to be taken with the use of sawdust and wood waste for bedding, and the environmental risks to waterways which can be associated with drenching.

Department of Agriculture and Food Western Australia

44. There were a number of deficiencies in the application presenting challenges for the DAFWA to provide a well considered response. DAFWA is unable to determine if the proposal is likely to cause either land degradation or land use conflict based on the information supplied. However DAFWA provides the following comments;

- There is no data provided about the soil type information or land contours, which is required to determine nutrient management issues etc.
 - There are no water budget/estimates, application should be conditional on getting approval for a bore.
 - No indication in infrastructure design for managing land degradation e.g. run off rain and dust from livestock movement.
 - No reference to industry guides for stable and arena design. No reference to design of sheds for safe handling /storage chemical.
 - No reference to traffic management.
 - Does not detail nutrient management plan
 - No commitment to maintaining pasture cover at between 50-70% at all times, this is an Industry standard.
 - No assurance that they will protect vegetation.
 - Good indication of consideration for neighbours.
 - Dust management, the information provided is good but perhaps not considered all sources of dust.
45. A copy of the submissions received by the government agencies was sent to the proponent. The proponent has provided a response Although a full copy of their response is within the agenda attachment section, a summary of the main points within the response is as follows;
- Stable and arena will be designed in accordance with industry standards, best practice and welfare requirements.
 - There is no plan to keep large quantities of chemicals on the property, the intention is to maintain the property along organic principles.
 - Pasture will be maintained at minimum 70% coverage, paddocks are to be grazed rotationally and rested when pasture is at 5cm in height.
 - Revegetation on site is to be of local plant species.
 - I have reviewed publication '*Environmental Guidelines for Horse Facilities and Activities*' and plan to adhere to these guidelines.
 - Manure is to be composted as per "best practice" composting guidelines e.g. turning the pile frequently, preventing it from being too wet or dry etc.
 - Stocking rates will be as per DAFWA.
 - Manure will be spread in accordance with environment and best practice guidelines.'
 - Soil testing will be done to ensure appropriate nutrient levels.
46. In summary the comments received from the Government agencies can be suitably addressed and controlled through planning conditions before the commencement of use/development if approval is considered appropriate such as;
- A dust management plan.
 - Stormwater management plan.
 - Detailed earthworks plan.
 - A nutrient management plan.
 - Detailed effluent disposal plans/system.
 - Sufficient water supply is to be made available for the use.

PUBLIC CONSULTATION / ENGAGEMENT

47. As previously stated a total of six public submissions were received, four were opposed to the application and the other two expressing support of the application, below is a summary of the submissions:

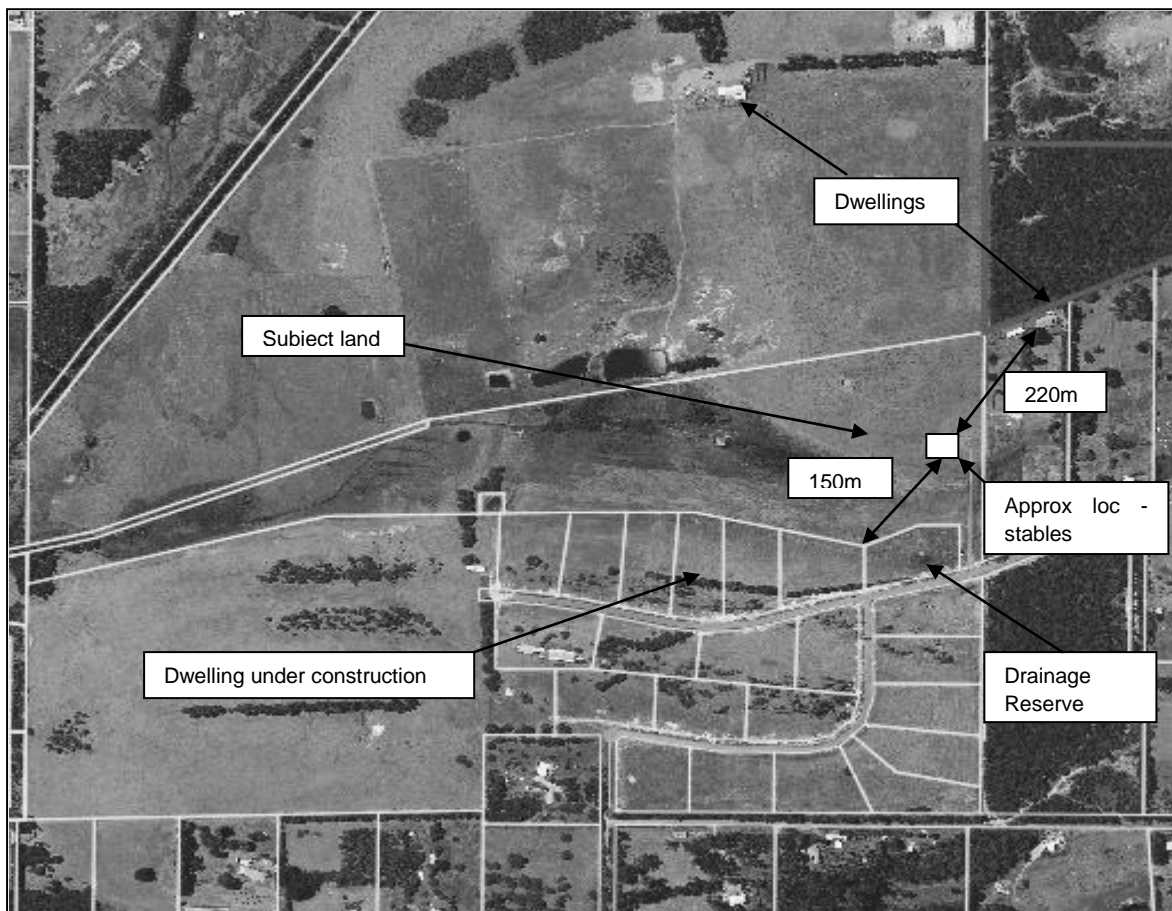
Opposing

- The application does not suit the peaceful special rural lifestyle that has been advertised with the Lowanna Estate Subdivision. We have bought and built at this location because we wanted a relaxing, quiet rural aspect, with the benefits of being close to the city centre.
- The plan does not detail the number of horses the applicant is personally allowed to keep;
- Due to the nature of this being a leisure industry, much of it would take place after school and on the weekends, time when we would like to enjoy the relaxing, quiet rural atmosphere we have built in.
- The area proposed for the dressage arena and other main buildings is subject to flooding; therefore significant earthworks would be required to enable this area to be used appropriately. This would also increase the heights of the buildings. During the summer months, parts of the grazing area will be very dry; meaning large amounts of dust will be spread throughout the property where horses are grazing.
- Large numbers of horses promote flies, regardless of whether manure is collected and composted or not.
- Horses can damage fences by leaning over to get the grass on the other side.
- There is no time frame in the application for the planting of trees to screen buildings from view, nor is there any stipulation on what type of trees will be planted.
- Livestock maintained in the proposed segment of land would result in an accumulation of ammonia and waste in the catchment area. This would adversely affect the existing environment as we have noted frogs, kangaroos, etc in this area and would not like to see the natural balance significantly altered.
- We have chosen this site as a clean area with little or no health concerns. With the increase of mosquito-borne viruses, we are worried that as effluent is added to the water catchment area it could potentially become a breeding ground for known or even new viruses which may affect our family.
- We fully expected our outlook to be of a rural aspect; however the erection of several buildings (in excess of the maximum allowed) would destroy our tranquil vista.
- There will be an increase in vehicles associated with the use. Our main concern is that these animals may be ridden off the property, posing a hazard to drivers

Supporting

- We would like to express our agreement of the proposal as is; we feel that what has been outlined is an excellent idea and good use of the property in question, which shares our boundary.
- No issue with the proposal, good luck to them and welcome to the neighbourhood.

48. Below is an aerial showing the subject site and the distances the stables are to neighbours dwellings and properties.



49. The Environmental Protection Authority's (EPA) "Separation Distances between Industrial and Sensitive Land Uses" guidelines set out a buffer of 100-500 depending on the size for horse stables. These guidelines focus on protecting sensitive land uses (dwellings etc) from unacceptable impacts on amenity that may result from industrial activities, infrastructure and emissions (including noise and odour etc). As you can see from the map above the closest existing dwelling is over 220m from the proposed stables and the stables are 42m with the manure/compost area over 105 from the closest (eastern) boundary. It should also be noted that the eastern neighbours also keep horses and have yards and stables within 50m of the shared boundary. The next closest neighbour in the estate is too the south-west and they are over 150m from the proposed stables. Given the scale of operation proposed it is considered that the location of the stables and manure/compost area meet the buffer requirements set out by the EPA.

50. Given the concerns expressed during the advertising period regarding the amount of buildings on the lot, the proponent has since removed the paddock shelters from the application and reduced the size of the general storage shed. With these modifications the proposal now complies with the floor area requirements contained within the City's Outbuilding's Policy. It should also be noted that there are possible alternative stable layouts that may utilise less space. To allow minor variations to the design and size staff consider it appropriate to have a standard condition of approval requiring the application to comply with the Council's Outbuilding's Policy.
51. The main consensus from the submissions is the possible impacts generated by the horses themselves (odour, increase in flies, diseases), however planning approval is generally not required for the keeping of horses for personal benefit and use subject to complying with the stocking rates recommended by DAFWA. Special rural lots are created to allow the mixed use of small rural holding land and for uses such as this, especially this area. Several nearby lots are also used for equestrian activities, the lots are being advertised as perfect for the keeping of horses. The lot lends itself to the keeping of horses whether for commercial gain or not. It should also be noted that the development sign advertising sale consists of a photograph of a horse. Again it is considered that conditions (including a 3m wide landscape buffer) can be applied to the approval that will alleviate the majority of issues relating to noise, dust, increase in traffic etc.
52. A summary of the public comments received were sent to the proponent. A response to all of the submissions has been received from the proponent, a full copy of this, is within the agenda attachment section.

STATUTORY IMPLICATIONS

53. As per clause 3.1.14 – *Special Rural* of TPS 3 the broad objectives of the Special Rural zone are as follows;
- “To provide areas where members of the community who desire to live in a rural atmosphere may engage in a variety of activities appropriate to their area (as indicated in “Schedule 1” to this Scheme), which may include hobby farming, horse breeding, rural residential retreats and intensive agriculture, if it is considered that such use is consistent with the preservation of the rural landscape and amenity”.*
54. The objectives of 'Special Rural' area No. 22 are too;
- *“Provide lots with a flexible special rural zoning that among other things, may permit the keeping of domestic stock in accord with the principles of good land management;*
 - *Provide land for rural residential living in close proximity to existing urban areas and facilities; and*
 - *Provide for site beautification in terms of tree/shrub planting and standard of dwelling construction”.*

55. As per the provisions of 'Special Rural' area No. 22 the use of livestock grazing and stables are uses that may be permitted subject to the special approval of Council. Although there is no mention of advertising under these provisions, the uses that may be permitted subject to the special approval of Council are generally uses that under the zoning table of TPS are classified as "AA", which are uses that require advertising (referral to neighbours, sign on site and advertisement in a local newspaper). For consistency across the municipality this application was advertised as per clause 5.1.2.3, as if it was an "AA" use under the zoning table of TPS 3.

56. Under section 5.2 - *Consultations With Other Authorities* clause 5.2.1 states;

"In considering any application for planning consent the Council may consult with any other statutory, public, or planning authority it considers appropriate"

STRATEGIC IMPLICATIONS

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

Key Focus Area

Sustainability and Development

Community Priority

A diversified industrial base

- *Advocate to protect primary production, farming and agriculture as viable industries.*

POLICY IMPLICATIONS

58. Council's Outbuilding's Policy defines an "outbuilding" as;

"Any Class 10A building under the Building Code of Australia (1996) Volume 2, which is not substantially connected to a dwelling"

59. The stables and shed are Class 10A buildings and therefore are required to comply with the Policy. As the proponent has reduced the size of outbuildings on the lot the proposal now complies with the acceptable requirements contained in Council's Outbuilding's Policy.

60. Given the size of the lot and the intended use, a separate application in the future may be lodged for an exemption to the 240m² floor area restriction, however this will require to be assessed against the overall objectives of the Policy and on the merits of the application.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
A third party may lodge an application to appeal to the State Administrative Tribunal of the City's determination of the application.	Unknown	Moderate	Moderate	The decision is based on sound planning grounds.

FINANCIAL IMPLICATIONS

62. The proponent has paid the appropriate fee as per the Planning Application Fees Schedule adopted by Council. This fee is non-refundable.

LEGAL IMPLICATIONS

63. Council's determination could allow the proponent or a third party to seek a Review of that decision with the State Administrative Tribunal. This would have associated cost implications for the City of Albany.

ALTERNATE OPTIONS

64. Council has the option to refuse the application for Livestock Grazing and Stables. A motion to that effect could be:

Part 1 of Alternate Recommendation

That Council resolves to ISSUE a Notice of Planning Scheme refusal for Livestock Grazing and Stables (Horses) at Lot 195 (140) Lowanna Drive, Marbellup, for the following reason:

The proposed use and associated activity is incompatible with the special rural setting of the area, giving rise to increased vehicular movements and activity with a detrimental impact on the amenity of the neighbourhood (odour, dust etc).

SUMMARY CONCLUSION

- 65. This application is to provide horse agistment (maximum of ten agistees), a training facility, private lessons (up to six to eight, one on one lessons per week), and livestock grazing at Lot 195 (140) Lowanna Drive, Marbellup. Overall the proposal is consistent with the broad objectives of the Special Rural zone and the specific objectives and provisions relating to Special Rural Area No.22 under TPS 3.
- 66. Staff considers that the proposed use is suitable to the site and in the area. The lot lends itself to a small scale rural venture such as this.
- 67. The majority of issues expressed in the public submissions were concerned with a perceived loss of amenity. It is considered that the proposed development complies with the minimum separation distances as recommended by EPA. It is considered that the concerns identified by the relevant government agencies and the public can be suitably addressed and controlled through planning conditions (dust, effluent control, landscaping and screening etc).

Consulted References	Council's Outbuildings Policy Town Planning Scheme No. 3
File Number (Name of Ward)	A221715 (West Ward)
Previous References	Nil



City of Albany Records
Doc No: ICR 1263110
File: DB.PSC.1
Date: 10 APR 2012
Officer: PLAN20

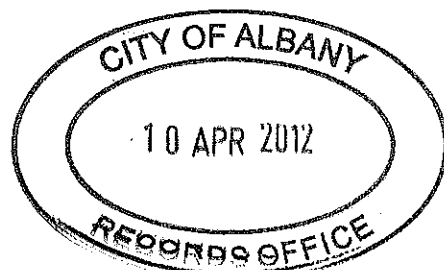
Attach:
Box:
Vol:
Box+Vol:

Re: Application for planning consent of Livestock Grazing and Stables at 140 Lowanna Dve Marbelup

To Chief Executive Officer:

We are currently building our family home at Lot 175 Lowanna Dve Marbelup. We object to this proposal for the following reasons:

- The application does not suit the peaceful special rural lifestyle that has been advertised with the Lowanna Estate Subdivision. We have bought and built at this location because we wanted a relaxing, quiet rural aspect, with the benefits of being close to the city centre. We do not wish to have someone running their business in almost our backyard;
- There appears to be no upper limit on the number of horses that can be grazed on the property. Although the plan outlines the number of agistees, it does not detail the number of horses the applicant is personally allowed to keep;
- Due to the nature of this being a leisure industry, much of it would take place after school and on the weekends, time when we would like to enjoy the relaxing, quiet rural atmosphere we have built in.
- The area proposed for the dressage arena and other main buildings is subject to flooding, therefore there would need to be a significant amount of siteworks required to enable this area to be used appropriately e.g. last winter (2011) the road accessing this property, and the adjacent areas were underwater for many months;
- Conversely, during the summer months, parts of the grazing area will be very dry, meaning large amounts of dust will be spread throughout the property where horses are grazing. Although the planning application states that pasture management and suitable stocking rates will remove the risk of dust, we find it difficult to believe that this will be sustainable, especially if we have another summer as dry as 2011/12.
- Large numbers of horses promote flies, regardless of whether manure is collected and composted or not.
- Horses can damage fences by leaning over to get the grass on the other side.
- There is no time frame in the application for the planting of trees to screen buildings from view, nor is there any stipulation on what type of trees will be planted. Point 7.2 in the application – Trees to be planted along the southern fence line to provide shade and also a windbreak, screening buildings from view – Screening the buildings from view would be unlikely given the elevation of our house and the elevation of the stables compared to the low lying area of the boundary fence.



AGENDA ITEM 2.4 REFERS

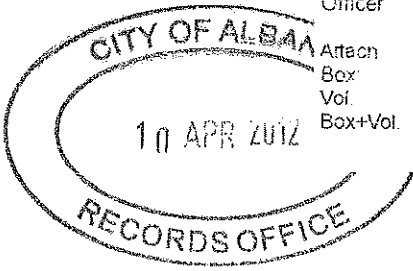
- Given that this particular block is largely sloping, it will require substantial siteworks to construct a level base for buildings to be erected. This also means that the proposed height of the buildings will be somewhat higher on the southern side, impacting on our line of sight.

This list is only the major reasons why we object to this planning application being approved. There are many other concerns we have with a facility like this being built in this location.

Above all, we have bought and built at Lowanna Estate to have a small amount of land that provides us with a sanctuary from the demands of our own business, and a place to raise our family in a quiet rural setting. Having an agistment and training facility being run so close to our home does not fit in with the lifestyle we envision for our family.



Doc No City of Albany Records
File ICR1262982
Date CU.PRA 7
Officer 10 APR 2012
EHA



Attach
Box D8
Vol 21
Box+Vol D8*21

RE: Proposed Livestock Grazing & stable
P2120039

To whom it may concern,

We are writing this letter to advise you that we are concerned about a few issues regarding the Horse Stables and Training Area in Lowana Estate.

- Increase in Flies to the Area
- The smell of the Horse Manure
- Traffic and Noise to the Area
- Possibility of Horses damaging our fences and doing damages to our properties and putting our kids in Danger
- Increase of insects during the wet season due to the mud that will occur from the horses

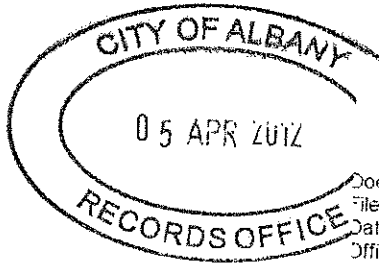
Please advise us on what you are going to do to make sure that none of these issues occur.

We look forward to your response

Regards

A221715

TAYLOR



Doc No. City of Albany Records
File ICR1262766
Date A221715
Officer 05 APR 2012
PLAN20

Chief Executive Officer
PO Box 484
ALBANY WA 6331

Attach
Box
/of
Box+Vol

Dear Sir,

**RE: Proposed Livestock Grazing & Stables/P2120039
140 Lowanna Drive, Marbelup**

We would like to provide comment on the above application for planning consent. Our comments can be made public, however we wish to remain anonymous to anyone other than the City of Albany.

As new purchasers of a block in Lowanna Country Estate we feel that our newly acquired future home site will be degraded by the proposed endeavour for the following reasons:

- Livestock maintained in the proposed segment of land would result in an accumulation of ammonia and waste in the catchment area below, due to the incline of the land and subsequent run off. This would adversely affect the existing environment as we have noted frogs, kangaroos, etc in this area and would not like to see the natural balance significantly altered.
- We have chosen this site as a clean area with little or no health concerns. With the increase of mosquito-borne viruses, we are worried that as effluent is added to the water catchment area it could potentially become a breeding ground for known or even new viruses which may affect our family.
- We fully expected our outlook to be of a rural aspect, however the erection of several buildings (in excess of the maximum allowed) would destroy our tranquil vista. We are quite sure that if we exceeded the building limits placed on these blocks, similar objections would be made with subsequent rectification made, so we expect that others would adhere to the same guidelines.
- Anticipated traffic for this estate is considered to be mostly residential, however with animals being agisted and lessons provided there will be an increase in vehicles. Our main concern is that these animals may be ridden off the property (as there is nothing to say they can't), posing a hazard to our children whom are about to acquire a new driver's licence. We do not drive our vehicles in the vicinity of horses as they pose a risk to everyone's safety (not to mention having to swerve to avoid deposits on the road as we are conscientious 'unique car' owners who look after our investments).

We thank you for your consideration towards our concerns in this matter.

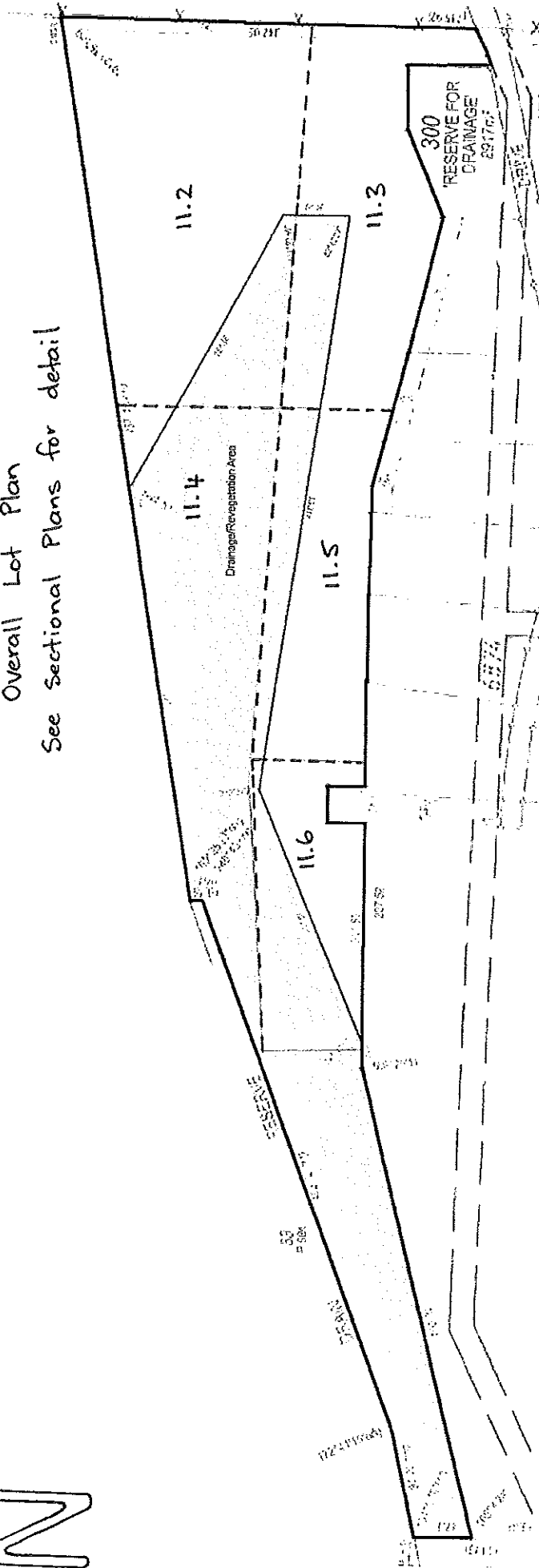
Yours sincerely,



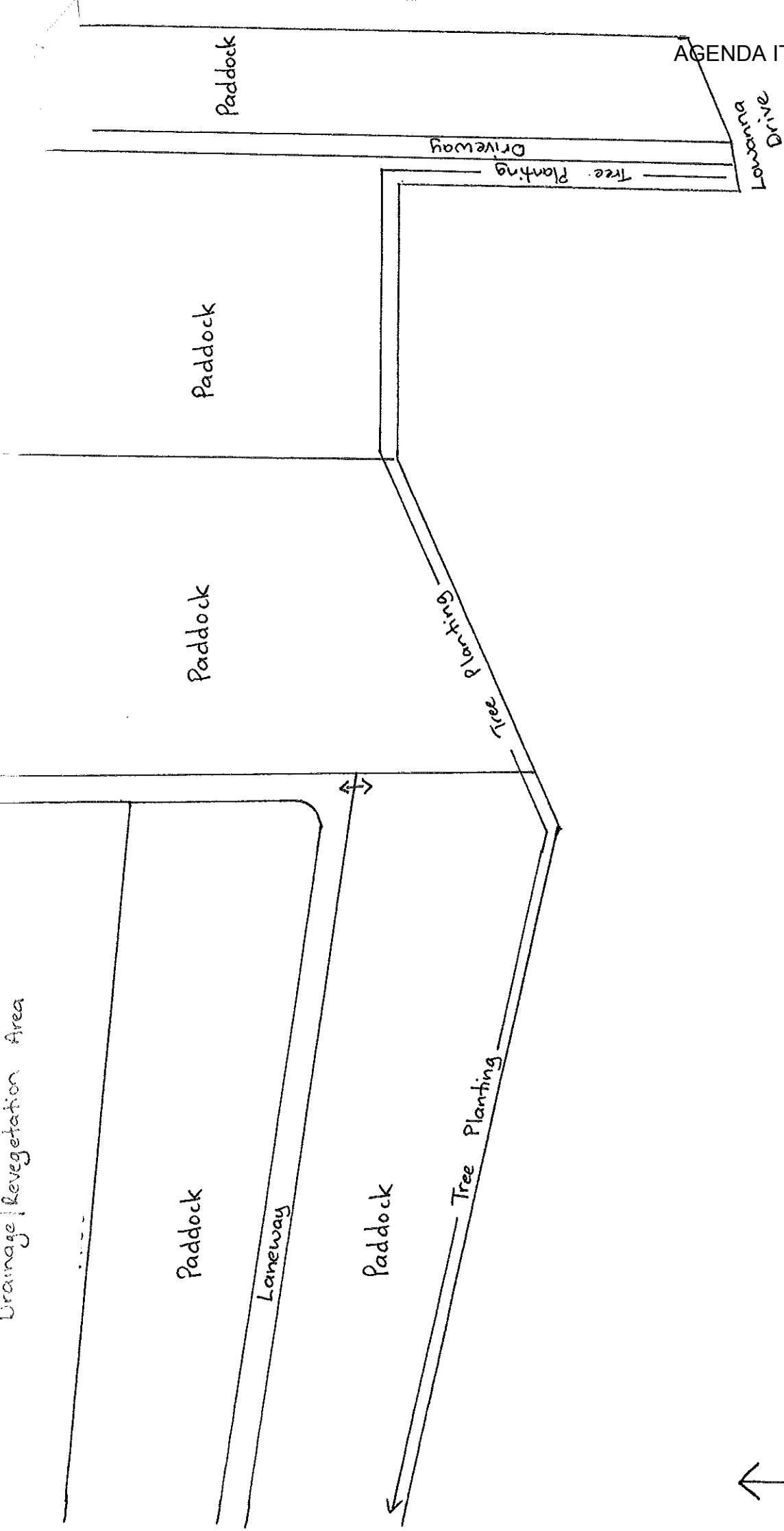
Lot 195 Lowanna Drive

Overall Lot Plan

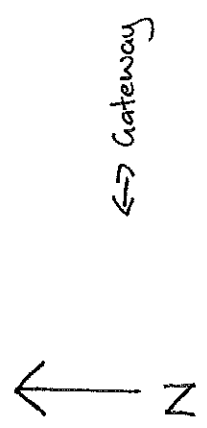
See Sectional Plans for detail



* Not to scale *



Drainage / Revegetation Area



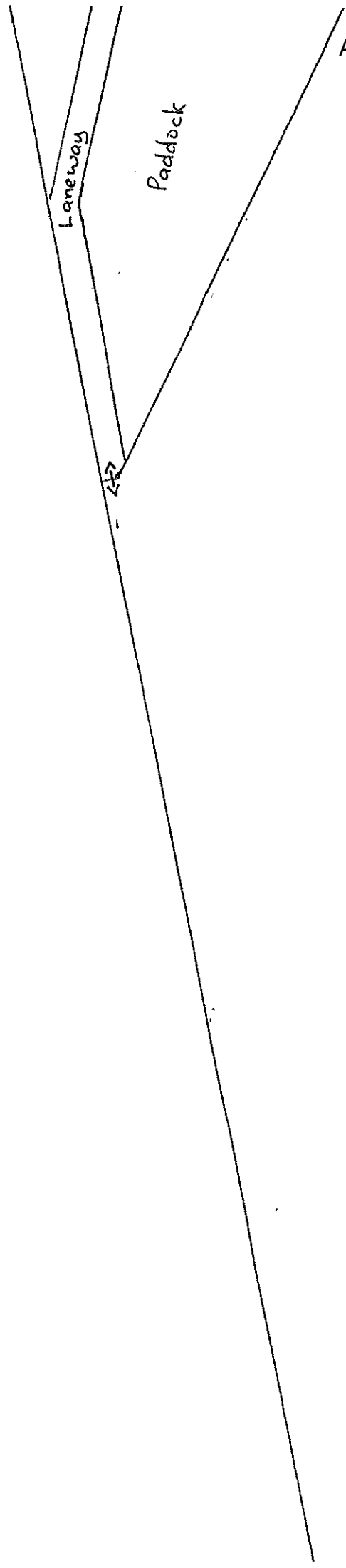
Scale 1cm = 10m

AGENDA ITEM 2.4 REFERS



Scale 1cm = 10m

↔ Gateway



Drainage / Revegetation Area

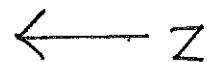
Drainage / Re-vegetation Area

Paddock

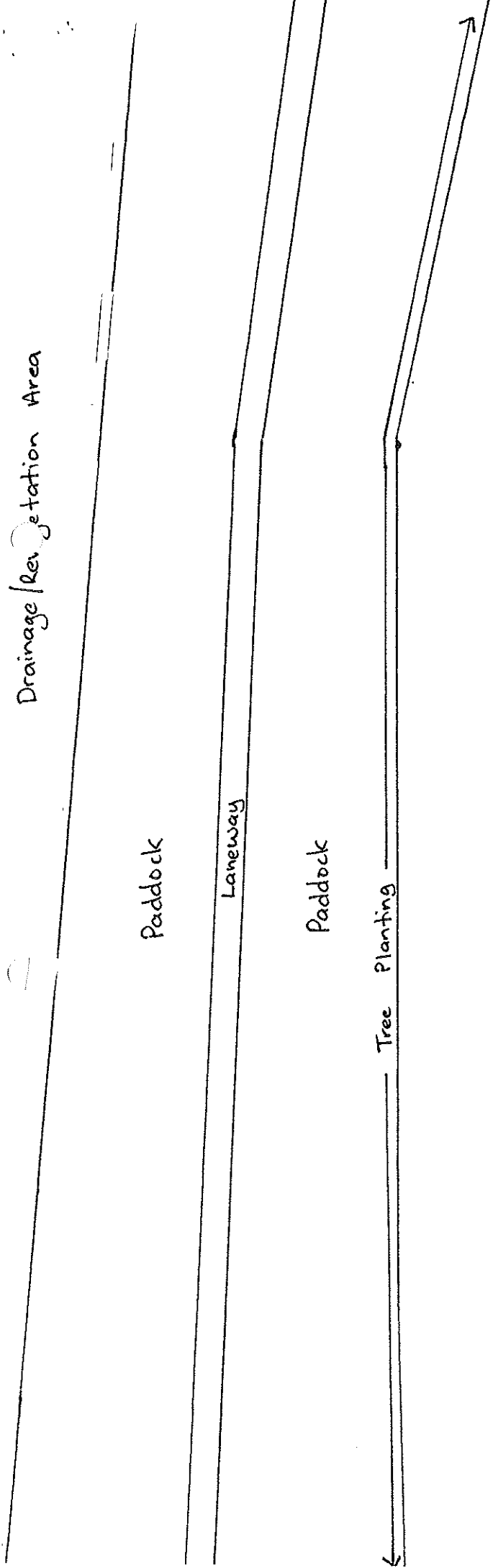
Laneway

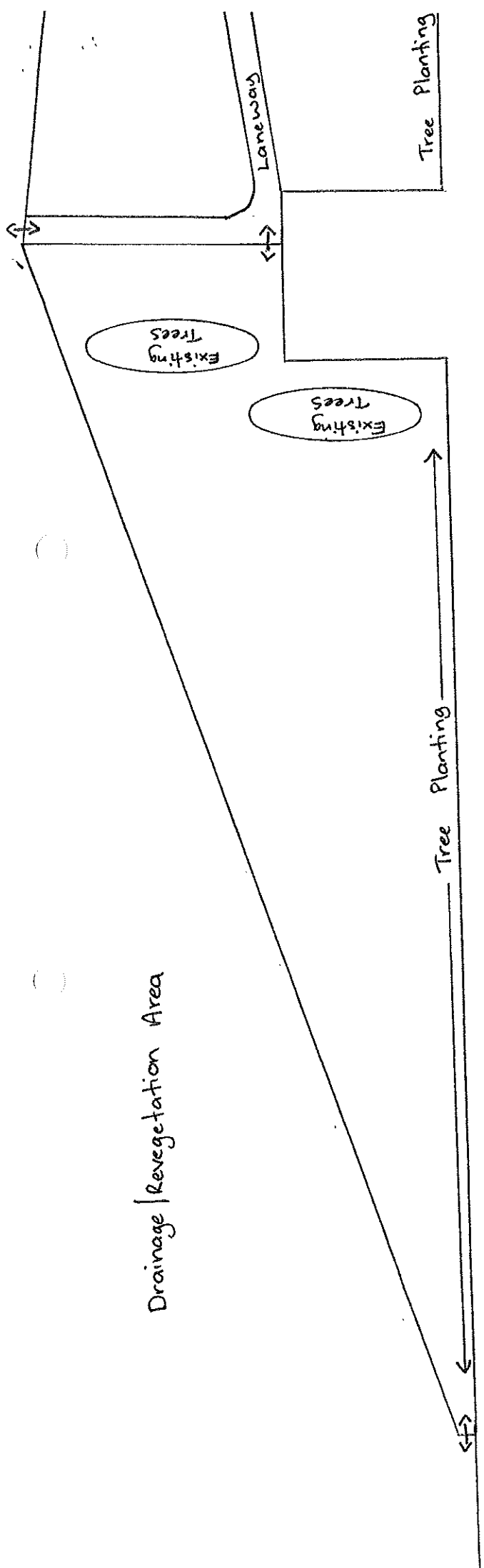
Paddock

Tree Planting



Scale 1cm = 10m





Scale 1cm = 10m

↔ Gateway

Large Scaled Plan
of Main Facilities

AGENDA ITEM 2.4 REFERS



Scale 2cm = 10m

↔ Gateway

Paddock

Driveway

Paddock

Shed
10m x 7m

Laneway

Tree Planting

Float Parking Area

Manure/Compost

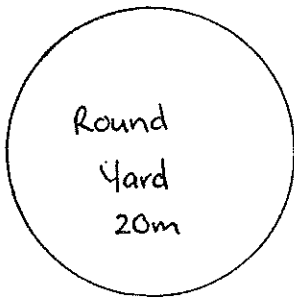
Small Paddock

Small Paddock

Yard

Yard

Car Parking Area



Round
Yard
20m

Water Tank

Stables
14m x 11.6m

Yard

Yard

7m

4m

Dressage Arena
60m x 20m

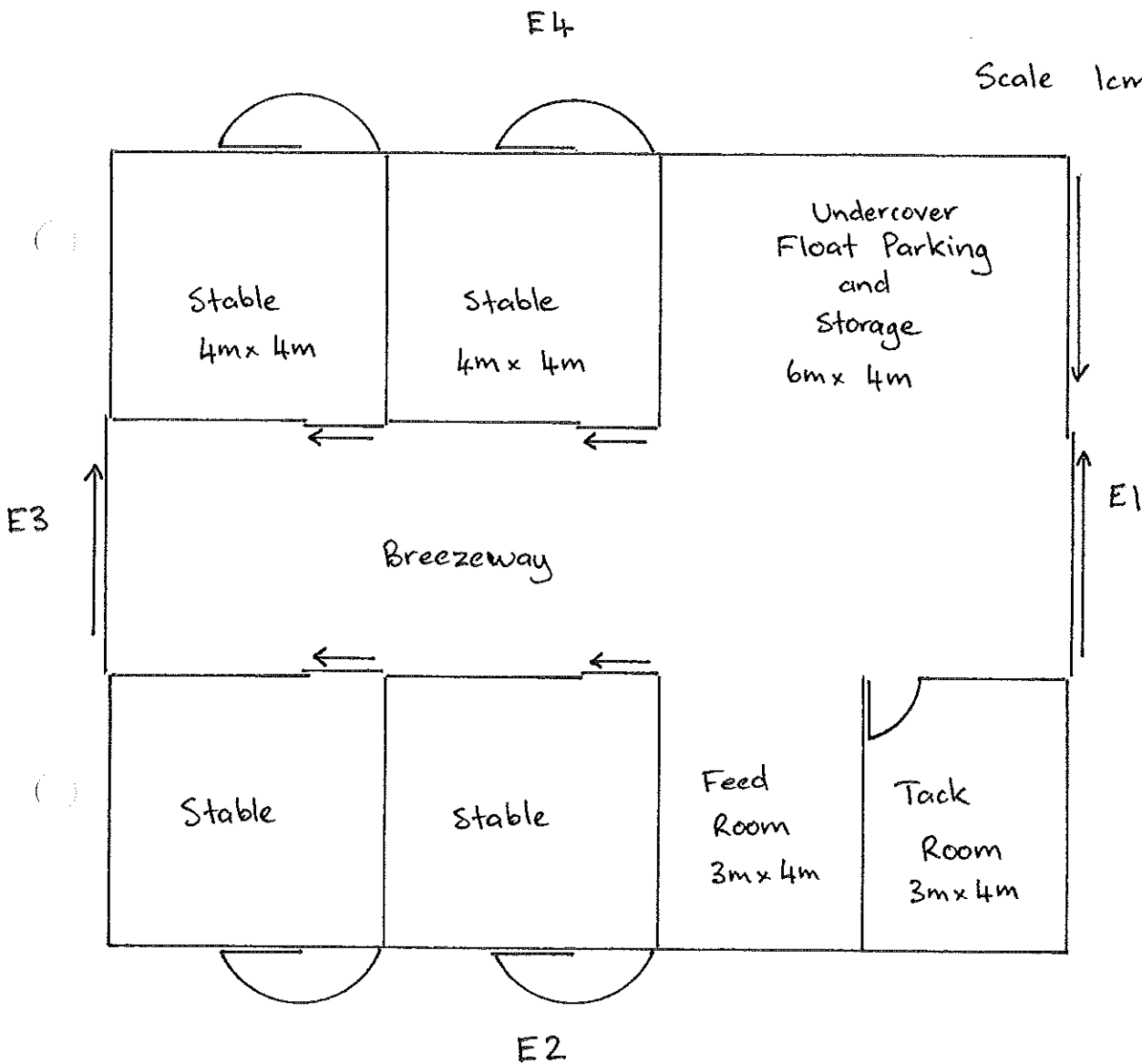
Tree Planting



Floor Plan - Stables

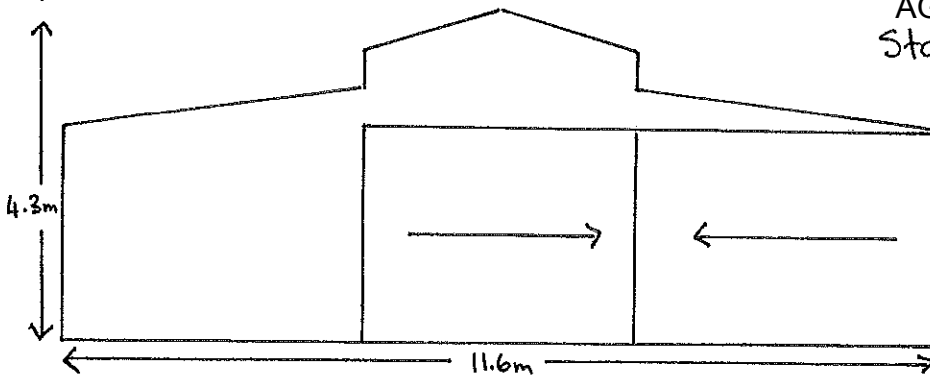
14m x 11.6m x 4.3m

Scale 1cm = 1m

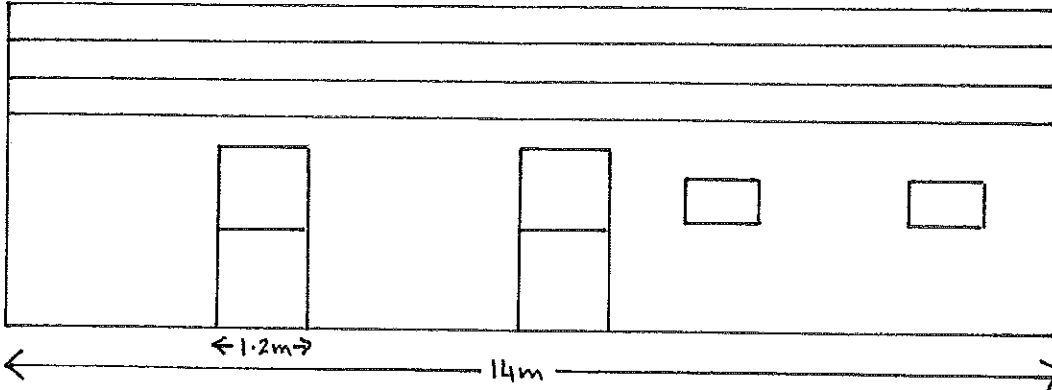


AGENDA ITEM 2.4 REFERS
Stables - Elevations

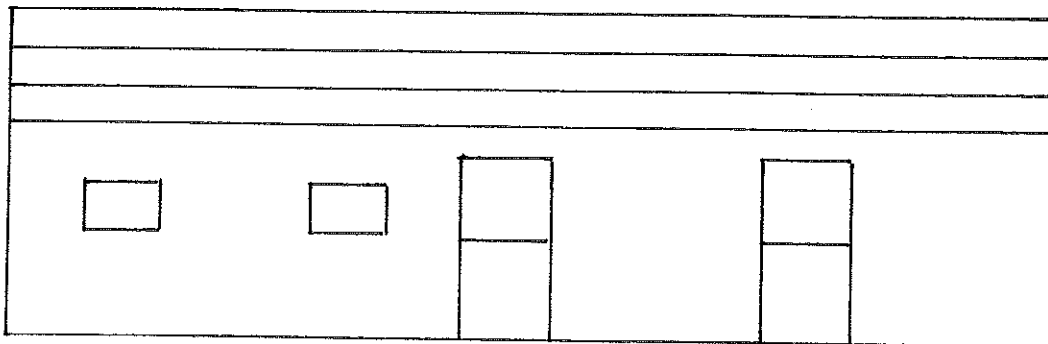
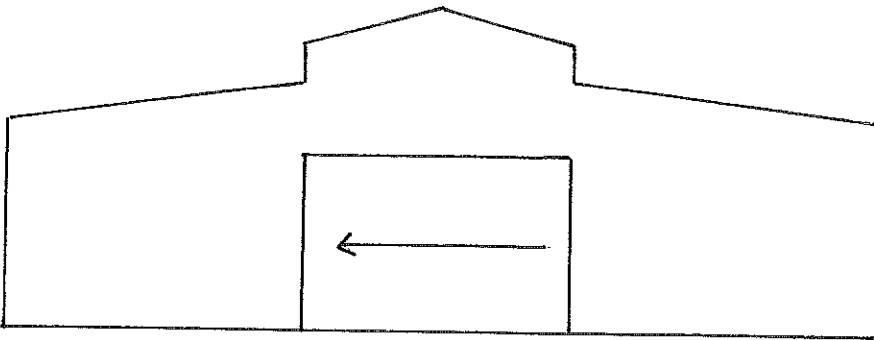
Scale 1cm = 1m



E1



E2

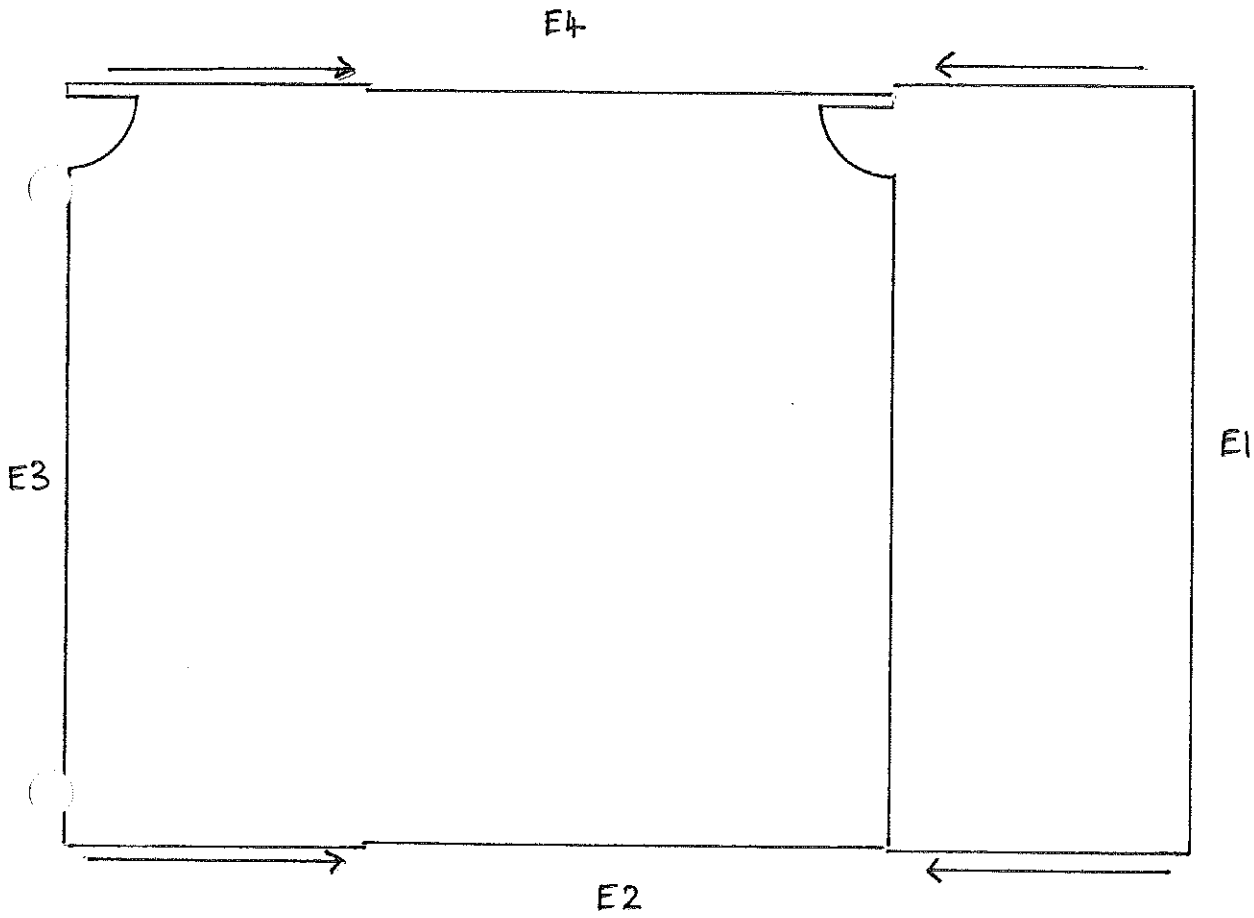


E4

Floor Plan - Shed

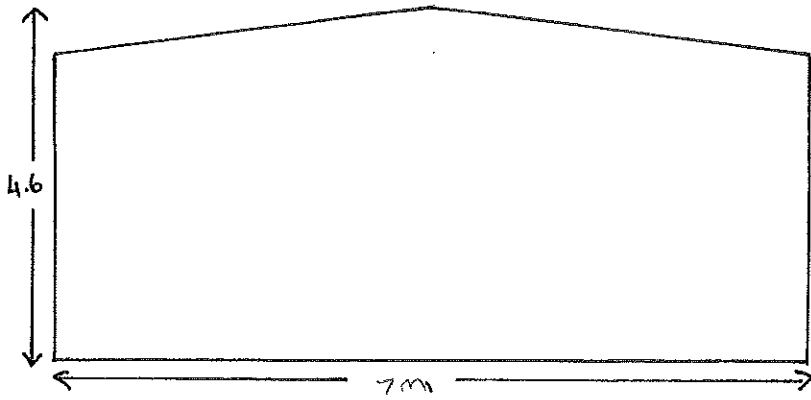
10m x 7m x 4.6m

Scale 1cm = 1m

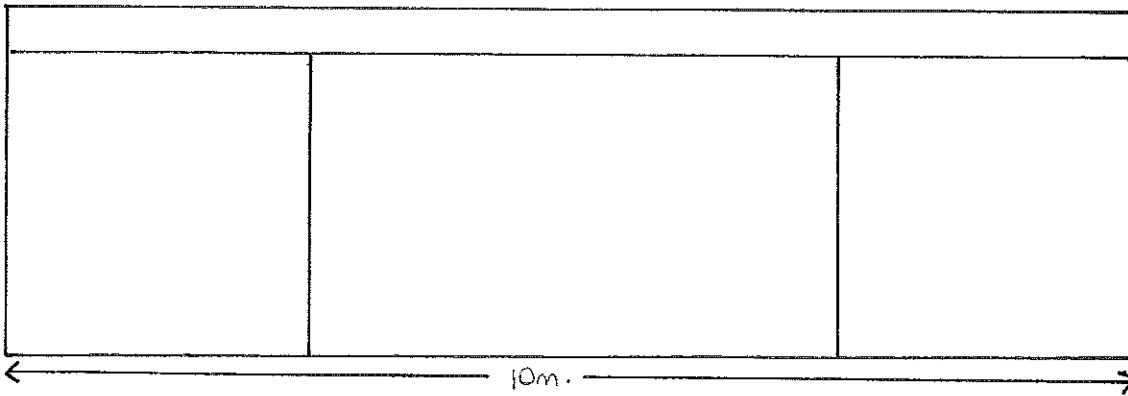


AGENDA ITEM 2.4 REFERS

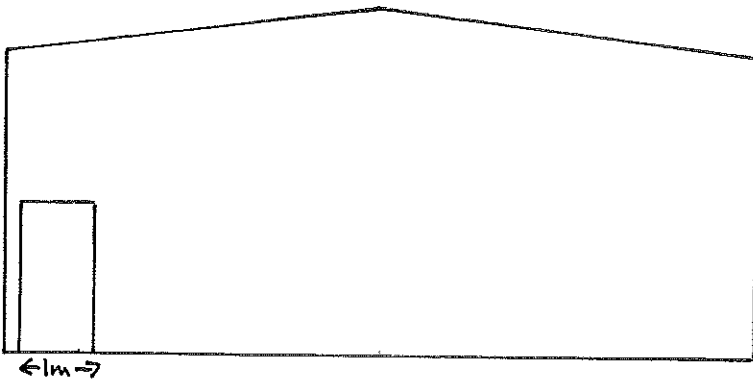
Shed - Elevations



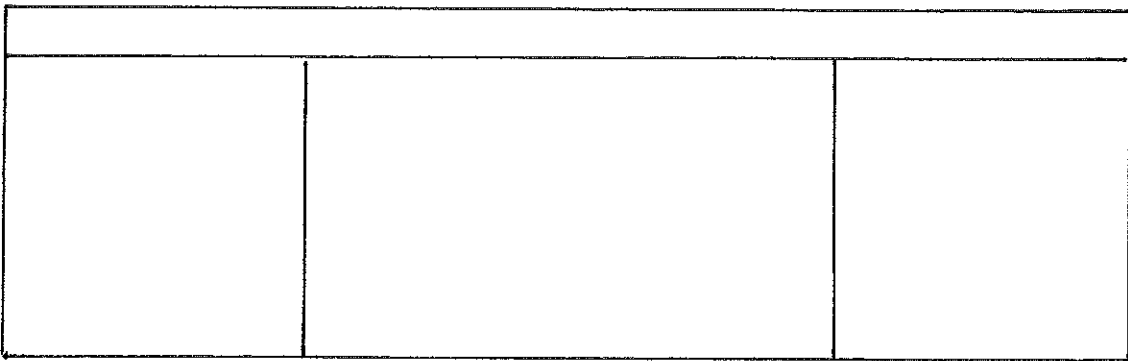
E1 Scale 1cm = 1m



E2



E3



E4

Taylor Gunn

From: Planning (External Use ONLY)
Sent: Tuesday, 20 March 2012 12:46 PM
To: Taylor Gunn
Subject: FW: EF1261522 - A221715 - Fw: 140 Lowanna Drive.
SynergySoft: EF1261522 - A221715

FYI

Jessica Davidson
Administration Officer - Planning

Tel: (08) 9841 9383
Fax: (08) 9841 4099



PO Box 484 | Albany | WA | 6331 (102 North Road Yakamia) www.albany.wa.gov.au

Please consider the environment before printing this email.

From: Katchinup [<mailto:katchinup@wn.com.au>]
Sent: Tuesday, 20 March 2012 11:54 AM
To: Planning (External Use ONLY)
Subject: EF1261522 - A221715 - Fw: 140 Lowanna Drive.



-----Original Message-----

From: Katchinup
Date: 20/03/2012 11:45:22 AM
To: planning@wa.gov.au
Subject: 140 Lowanna Drive.



Taylor,



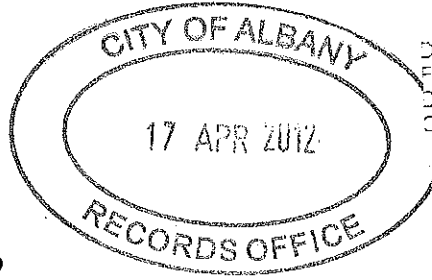
I have no issue with the proposal for development at 140
Lowanna Drive Gledhow.

Good luck to them and welcome to the neighbourhood.

Ian D Smith
98 Lowanna Drive.
Lot 80

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Click Here!



Doc No: City of Albany Records
File: ICR1263544
Date: A221715
Officer: 17 APR 2012
PLAN20

Ref: A221715/PA37390/P2120039

ES & GA Bail
Derna Estate
P O Box 1467
Albany W.A. 6331

April 13, 2012

City Of Albany

Re: NOTICE OF APPLICATION FOR PLANNING CONSENT

Dear Taylor Gunn, In reply to your letter dated 14 March 2012. We would like to express our agreement Of the proposal you have sent us. Re: Ref A221715/PA37390/P2120039 we feel that what has been outlined is an excellent idea and good use of the property in question. As we join the property we would like to state our approval.

Yours faithfully

A handwritten signature in cursive script that reads "Bail".

G A Bail

Suzanne Plant
38 Honeydew Bend
BYFORD WA 6122

Council Ref: P2120039

To the City of Albany

Re: Application for Livestock Grazing & Stables – 140 Lowanna Drive, Marbellup

Please find below my response to objections & comments raised by:

- Local residents “Summary of Submissions Opposing”
- Department of Agriculture & Food
- Department of Environment & Conservation

1. General Comments in Response to Objections

I would like to reiterate my comments in the original application that this is intended to a small “boutique” establish with emphasis on quality over quantity. By offering quality facilities and a high level of service to agistees, higher income may be gained from a smaller number of horses.

The majority of agistment currently offered in Albany is for “DIY” – that is owners need to attend their horses daily (sometimes twice daily) in order to look after them. I intend to offer “full board” facilities – that is all care for the horses provided daily by me, with owners only attending a few times per week to ride their horses. This minimises the amount of traffic to the area and the property – one of the areas of concern raised in the objections.

I will also have a few numbers of my own horses on the property as well as personally residing on the property. It is therefore in both my business and personal interests to maintain a property that ticks all the boxes in relation to:

- good pasture management, stocking rates etc
- no degradation to the land, e.g. no dust from bare soil, no erosion from water run-off or water logging from poorly managed paddocks
- visually pleasing to the eye i.e. neat and tidy lay out, tree planting, landscaping etc
- supportive of local flora and fauna through planting of local natives, creating shelterbelts and supporting existing ecosystems

2. Response to Summary of Submissions Opposing

2.1 Objection: The application does not suit the peaceful special rural lifestyle that has been advertised with the Lowanna Estate Subdivision. We have bought and built at this location because we wanted a relaxing, quiet rural aspect, with the benefits of being close to the city centre. We do not wish to have someone running their business in almost our backyard;

Response: As noted in Section 1, the business side of things is intended to be small. Outwardly it should appear much the same as a resident family riding their own horses i.e. only a couple of horses being ridden at a time – NOT a large number of horses at one as can be witnessed at riding schools.

2.2 Objection: Although the plan outlines the number of agistees, it does not detail the number of horses the applicant is personally allowed to keep;

Response: I hope to have 2-4 horses of my own – likely two of these will be a mare and foal. Total stock numbers will comply with DAFWA stocking rates, and the mix of business vs. personal horses will be adjusted as necessary, e.g. less personal use if I want to have more paying customers.

2.3 Objection: Due to the nature of this being a leisure industry, much of it would take place after school and on the weekends, time when we would like to enjoy the relaxing, quiet rural atmosphere we have built in.

Response: As noted in Sections 1 and 2.1 above, this is not intended to be run on a scale that may be a disruption to neighbours. One or two horses being ridden on a neighbouring property should not be an impact. There will be almost no obvious distinction between the business use and personal use of the property. As the (potential) resident of the property I would also have a right to enjoy the rural environment – horse riding is a very common rural leisure activity and the area already consists of a number of properties with horses (or the unrestricted right to have horses).

2.4 Objection: The area proposed for the dressage arena and other main buildings is subject to flooding, therefore there would need to be a significant amount of siteworks required to enable this area to be used appropriately.

Response: My initial application (covering letter) stated that location of facilities was approximate and adjustment may be needed. In particular the final placement of the dressage arena & stables will be subject to assessment of wet areas. There is potential to locate them in other areas.

The initial application was to obtain an “in principle” agreement for the use of the property – exact placement of buildings and facilities is naturally subject to further review and planning.

2.5 Objection: Conversely, during the summer months, parts of the grazing area will be very dry; meaning large amounts of dust will be spread throughout the property where horses are grazing.

Response: Dust is a side effect of poorly managed and degrading paddocks. I intend to practise good property management by maintaining maximum grass coverage, preventing overgrazing, rotating paddocks, stabling horses to minimise grazing time. It is in my own best interests as the property owner to do this. Good pasture minimises the cost of supplemental feeding, benefits the land itself and is ascetically pleasing.

In addition, the planting of trees and shelterbelts will reduce much of the drying out caused by wind.

2.6 Objection: Large numbers of horses promote flies, regardless of whether manure is collected and composted or not.

Response: It is manure, whether from horses or other livestock, that can increase fly populations, not horses themselves. It is in the best interests of horse owners to implement fly management best practice as flies can very detrimental to horses. Flies breed in moist manure. Collecting manure and keeping it in covered compost piles to prevent fly access can assist in minimise breeding. As can spreading manure in dry

weather to ensure it dries out faster. Horse owners can assist by encouraging dung beetle behaviour, such as minimising use of worming drenches that may also be harmful to dung beetles, during Nov to February when beetles are active. Dung beetle eggs can also be purchased to increase numbers on the property and assist with fly control.

I would reiterate that I do not intend to keep “large numbers” of horses.

2.7 Objection: Horses can damage fences by leaning over to get the grass on the other side.

Response: It should be noted that existing boundary fences are ringlock topped with barbed wire – both dangerous to horses. Horses will not have direct access to these fences. As part of the tree planting along dividing fences, it is planned to install an internal fence – approx 2-3 metres from the boundary fence. This will both keep horses away from the dividing fence, and also protect the trees from damage.

2.8 Objection: There is no time frame in the application for the planting of trees to screen buildings from view, nor is there any stipulation on what type of trees will be planted. Point 7.2 in the application - Trees to be planted along the southern fence line to provide shade and also a windbreak, screening buildings from view - Screening the buildings from view would be unlikely given the elevation of our house and the elevation of the stables compared to the low lying area of the boundary fence.

Response: Tree planting along boundary fences will be done progressively over the first two years. Trees will be native, preferably local natives and suitable to the location e.g. trees on the southern fenceline subject to water logging need to be suitable for wet areas. I am happy to discuss with neighbours mutually acceptable varieties of trees.

Comments regarding elevation are noted, however as per original application, trees will also be planted along the arena (Section 8.1) which should also screen part of the stables. As also noted in Section 6.2 of the original application, trees will also be planted along internal fencelines, which will also gradually screen buildings as well as riding areas. The longer term goal is approx 15% coverage as recommended for agricultural land (Howling, G. 1997 - *Remnant Vegetation Strategy for the Central West Catchment*.)

2.9 Objection: Given that this particular block is largely sloping, it will require substantial siteworks to construct a level base for buildings to be erected. This also means that the proposed height of the buildings will be somewhat higher on the southern side, impacting on our line of sight.

Response: Buildings will be constructed in accordance with Council guidelines, that is height measured from natural ground level.

2.10 Objection: Livestock maintained in the proposed segment of land would result in an accumulation of ammonia and waste in the catchment area below, due to the incline of the land and subsequent run off. This would adversely affect the existing environment as we have noted frogs, kangaroos, etc in this area and would not like to see the natural balance significantly altered.

2.11 Objection: We have chosen this site as a clean area with little or no health concerns. With the increase of mosquito-borne viruses, we are worried that as effluent is added to the water catchment area it could potentially become a breeding ground for known or even new viruses which may affect our family.

Response: (To points 2.10 & 2.11). It is my belief that any scientific objections regarding nutrients or health concerns related to the keeping of horses on the property should be a matter for the appropriate Govt department to decide on.

In my own research however, I have come to understand that:

- Ammonia is not a risk – it is mentioned usually in relation to potential odour rather than nutrient run off.
- Nitrogen & phosphorus are the main nutrient risks associated with horses. Nitrogen in particular can be managed by composting of manure – while 50% of nitrogen in uncomposted manure is soluble and prone to run off, where as approx 95% of nitrogen in composted manure more stable and is able to be release slowly (Myers, J. 2011. *Manure, water and vegetation on a horse property.*)
- Following best practices can also minimise run off, such as slowing water runoff – see section 2.7 above and placement of fences.

Considerations of excessive nutrients should have been part of planning for the whole development, as all uses of surrounding properties (both in the Estate and existing) will contribute to any potential risk in the area and are not isolated to Lot 195. Local Planning Scheme No. 1A, Amendment No. 255 states that the “soils on this site and the depth to groundwater are well suited to the keeping of horses...” (page 15). If this decision has been varied, I would request notification of such a decision.

2.12 Objection: We fully expected our outlook to be of a rural aspect, however the erection of several buildings (in excess of the maximum allowed) would destroy our tranquil vista. We are quite sure that if we exceeded the building limits placed on these blocks, similar objections would be made with subsequent rectification made, so we expect that others would adhere to the same guidelines.

Response: It is unreasonable to expect that as the area is developed (there are 40 plus blocks still to be sold/developed), there will be no impact on views. If each of the 2.5 acres blocks in the Estate are to have a house and shed, then the combined visual impact will be far greater than the proposed buildings on Lot 195.

There is potential to adjust placement of buildings to limit impact on neighbours, for example placing the shed up behind the house – reducing some of the visual impact to the southern neighbours.

Additionally, Lot 195 is of a completely different nature to the rest of the estate – at 50 acres it is more like a Rural (than a Special Rural) block. It is unreasonable to expect that a block of this size – suitable to running of livestock, should not have a suitable number of outbuildings. The City of Albany’s Outbuildings policy acknowledges that as “a general rule people expect to be able to have larger outbuildings on larger lots”. Enforcing the same outbuilding rules on a 50 acre block as those of a 2.5 acre block is unfair in itself.

In light of the objections raised, I am willing to reduce the number of outbuildings to comply with the limit of 240sqm for the initial approval on the understanding that separate application is likely to be made for an exemption from the size restriction. There are possibly alternative stable layouts that may be utilise less space and I will investigate alternatives.

2.13 Objection: Anticipated traffic for this estate is considered to be mostly residential, however with animals being agisted and lessons provided there will be an increase in vehicles. Our main concern is that these animals may be ridden off the property (as

there is nothing to say they can't), posing a hazard to our children whom are about to acquire a new driver's licence.

Response: Any increase in vehicles will be minimal – as noted in Section 1, the intention is for full board facilities where owners are only coming to the property a few times per week.

The area already contains many properties with horses, and there already riders on the roads in that area. Riders from Lot 195 should not be treated any differently than riders from surrounding properties.

3 Response to Dept of Agriculture & Food (DAFWA) Objections/Comments

1. Access of livestock to wetlands and waterways is not recommended (DoW) guidelines - is this a designated wetland? (note point 5.0) No water budget / estimate - of requirements. Should be conditional on getting approval for bore.

It is my understanding that these matters fall under DoW jurisdiction, not DAFWA and therefore it is for DoW to object if they have concerns – which I believe they do not.

2. No indication in infrastructure design for managing land degradation - e.g. Run off rain - dust from livestock movement - (3.0)

It was noted in my application (Section 3.1) that paddocks will be designed taking into account contours of the slope to slow water runoff and reduce risk of erosion. Placement of fences along contour lines on a slope – rather than vertically up a slope – assists with reducing water runoff. If horses pace the fenceline along a contour, water is more likely to pool and drain slowly. In contrast, horses pacing along a fenceline directly up a hill can create small “trenches” which actually speed run off down the hill.

2.a No reference to industry guides for stable and arena design..... No reference to design of sheds for safe handling /storage chemical No reference to traffic management. Vehicles in and out.

Stables and arena will be designed in accordance with industry standards, best practice, safety and welfare requirements. Industry standards for stables include size of stables, ventilation, light, roof height, door width & height, etc. Industry standards in relation to arenas are generally in relation to a suitable surface for the type of riding e.g. not too hard, not too soft, and appropriate drainage i.e. 1% gradient. Safety matters include fencing of the arena.

There is no plan to keep large quantities of chemicals on the property – intention is to maintain the property along organic principles e.g. use of compost as fertiliser, rather than chemical fertilisers.

In relation to traffic, parking areas have been designated and the property already has a bitumen driveway capable of sustaining any expected traffic. This can be extended further in to the property and/or suitably equivalent driving surface installed.

3. Does not detail nutrient management plan - We've got some great text on file around NMP's soil testing and ...

In relation to nutrient management, the existing pasture species were mentioned in the original application (Section 4.1) with an intention to establish perennial pastures. Any additional pasture species would be chosen after following the appropriate steps i.e. soil identification, testing etc.

Also included in the original application was a plan of the proposed stable construction and plans for composting manure and harrowing of paddocks.

Fertiliser is intended to be organic (soil testing to be done to confirm nutrients needed). This will either be by the spreading of composted manure, or possibly of compost teas (I am still in the process of researching compost teas).

More detail regarding NMP can be provided if necessary.

4. No commitment to maintaining pasture cover at between 50-70% at all times. Industry standard.

Pasture will be maintained at minimum 70% coverage. Paddocks are to be grazed rotationally, rested when pasture is at 5cm height.

5. Vegetation - no assurance that they will protect vegetation either.

As noted in the original application:

- Livestock will be kept from damaging the Revegetation Area (section 2.5), and that
- No clearing of existing vegetation will be required (section 6.1)

6. Good indication of consideration for neighbours.

7. Dust management - this is good but perhaps not considered all sources of dust.

Potential sources of dust from the arena and from the paddocks were covered in the original application – I am not sure what DAFWA think may be other sources of dust.

4. Response to Department of Environment & Conservation (DEC)

Responses below are in order of the paragraphs of DEC's letter (dated 27 April 2012) to the City of Albany.

- The intention is to plant local native species suitable to the specific areas on the property, i.e. some areas are very wet, some areas high and exposed.
- I have reviewed the recommended publication – Environmental Guidelines for Horse Facilities and Activities – and it is my intention to adhere to these guidelines.
- DEC's response makes reference to public drinking water source, waterways and drainage line – it was my understanding that these are the Dept of Water's area of concern – who have not raised objections in relation to these points.
- In relation to the proximity of the stables to the eastern neighbour – their residence is located to the far north eastern corner of their block – approx 250 metres away from the proposed stable location. It should be noted that this property has their own

stables – constructed approx 50 metres away from their house and between their house and Lot 195.

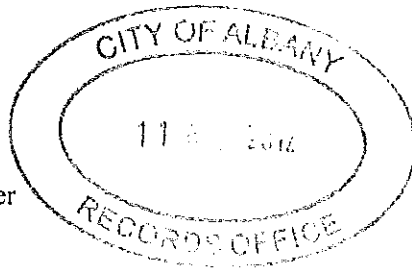
- Manure is to be composted as per “best practice” composting guidelines e.g. turning the pile frequently, preventing it from being too wet or too dry, having the right mix of raw materials etc
- The proposed initial stocking rate is 8 horses (or 80 DSE). Obviously this requires DAFWA approval, but with appropriate pasture management, paddock size, rotational grazing, potential for irrigation if necessary, access to summer pasture, supplemental feeding and facilities for stabling I believe this is achievable and sustainable. For example, my own horse is currently agisted in Perth and is successfully maintained in 0.25 acre paddock, stabled at night and with supplemental feed. (NB. It is not my intention to keep horses on Lot 195 in such small paddocks – this is provided as an example of how horses can be maintained on less than the 1 hectare per horse recommended DAFWA stocking rate).
- Further checking would need to be done to ascertain if the current proposed location of the stables is not 1.2m from groundwater. As noted previously, location of stables is approximate and can be located elsewhere on the block if there is risk to groundwater. There is no intention to clean stables with water – this is unnecessary and wasteful. Stables are most likely to have compacted limestone base covered with a suitable bedding. This is most likely to be sand, but may be rubber matting - it will definitely not be wood waste of any kind.
- Manure will be composted in a dedicated area on a low permeability surface. It will be covered to prevent fly breeding, run off from rain, and to maintain appropriate moisture levels i.e. not too wet, not allowed to dry out too much.
- Spreading of manure on the paddocks will be conducted in accordance with environmental and best practice guidelines. Soil testing will be done to ensure appropriate nutrient levels.

In closing, I submit that my intended use of the land is suitable for the area and does not unreasonably impact on neighbours. I am aware that there are many examples of horse properties that have been badly managed and are both damaging to the land and visually unpleasing – these are a disgrace to the industry. It is my intention to establish a property that sets a good example for the horse community. I have already undertaken a lot of research and firmly believe that horse properties can be managed in a way to work in harmony with the land. A well managed property is pleasing to the eye and an asset to a community.

I appreciate that there are some sensitivities regarding the revegetation area and the water catchment. I am more than willing to work with the relevant Govt departments to manage these appropriately. However, if these departments believe that stock cannot be maintained on the property without risk to these areas, then I accept that my application should not be approved.

Regards,

Suzanne Plant
10 May 2012



Doc No	City of Albany Records
File	ICR1263117
Date	DB.PSC 1
Officer	11 APR 2012
	PLAN20
Sheet	
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To : Chief Executive Officer
City of Albany

We are writing to you to voice our objections to an application for Livestock Grazing and Stables at 140 Lowanna Drive, Marbellup.

Currently we are in the process of designing a house to build on our land at Lot 177 Lowanna Drive Marbellup, having already erected a shed.

The issues that we object on or believe require further clarification are as follows:

- A major concern for us is the affect this application will have on our health. We are allergy sufferers, and our son is particularly allergic to horses. He suffers sneezing and swollen eyes if in contact with horses and we take every measure to avoid interaction with them. Along with this we believe there would be an increase in flies and rodents etc, that horses attract which may create other health problems. We purchased our land for the fresh, clean country air.
- The application indicates that their final goal is a small specialised enterprise of APPROXIMATELY 10 agistees. This indicates that they are not sure as to how many horses they will end up with and or how many of their own horses they will have at the property. I believe if granted, a limit should be put on the number of horses allowed on the property.
- Not being privy to the applicant's financial situation, in our opinion, there appears to be a large amount of structures being built and or trees being indicated to be planted. Having noted nearby stables and yards we are concerned that they may be made of second hand material and be a real eye sore. Having already built a shed and planning for a house building in Albany appears expensive and would be devastated if these structures are made on the cheap.
- The bottom paddocks adjoining our block in winter time will be heavily soaked in water. Last winter the road into the property was continually under water and the land behind our property would be what we consider inaccessible due to the amount of water that it holds. Horses will only chop up the water logged ground turning it into a complete mud pile. I am unsure if the applicants are aware as to how wet the bottom area of their block becomes which we believe will limit the area they can run horses on.
- This said, in summer time if the above paddocks become mud heaps during winter, summer time they will become dust bowls with the potential to blow dust/sand straight into our residence. Increased dust will further affect our allergies.
- The structures being the shed, stables, dressage area appear to be on sloping ground or near the extremely wet area, by our indications, which would indicate that fairly substantial retaining will be required to build these structures. There is no indication in the application as to what they intend using to retain these structures? These retaining will lift the height of the structures on the southern side, which is what we will be looking straight into from our block.
- The applicants indicate that they intend on planting trees to screen buildings etc. In our opinion it will take a lot of trees and a long period before they will be big enough to screen anything. We are aware that established trees are expensive and no doubt a cheaper option will be used, hence years before these trees will be big enough to

screen the applicant from us. There is also no indication as to what trees will be planted.

- The application indicates a provision for one on one horse lessons. I believe that these would be undertaken during weekends or after school time. This will increase the amount of activity and traffic flow directly next to our block during times that would be described as quite family time for us. This being one of the major reasons we purchased acreage for the quieter lifestyle. The subdivision was marketed at young families breathing in fresh air and enjoying a quiet, semi-rural lifestyle only 10mins from town. We believe that as the applicant's are intending to run a business, naturally they will want it to develop and expand in size, also possibly increasing the number of horse riding lessons. This will lend to further traffic and number of horses which will have a bigger impact on our lifestyle.
- It appears that the applicants are aware of the odour associated with horses and have addressed it under section 8. We believe that no matter what management is in place to minimise the odour, this is unacceptable. Being the closest land owners to the stables we will be the most affected by odour and flies.
- If we had been aware that a horse agistment area was going to be built directly adjacent to our block we would not have purchased in this area. We bought on the understanding that this land, subject to this application, would be kept as pastures retaining our rural outlook, and not being developed for business purposes. We believe that if granted the value of our block will be compromised. Even to the point of us reconsidering building on our block and selling, which will cause us financial pain.

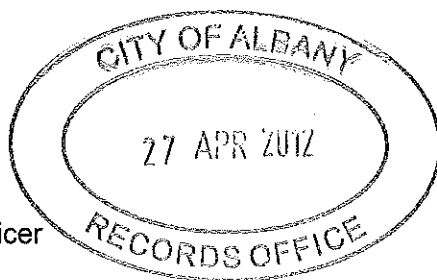
In essence the most disappointing aspect is that we purchased our land with what we considered to be a lovely rural peaceful outlook of sloping pastures. So much so the house we are designing is designed around the views obtained to our North. Being the closest block to the proposed structures, stables etc we are disappointed that we will lose our views and look directly into these proposed structures.

Section 7.0 points out that we will be affected by this application and we believe the measures to be undertaken to limit the impact are not adequate. In saying this, no measures to minimise impact by the applicant will compensate for the impact this proposal will have on our family both health wise and the fact that we will look directly at a business. Lowanna Estate is marketed at young families living in a semi rural environment away from the busyness of Albany.

We empower the council to make the correct decision based on our objections to this application. Further, we would like to be notified when this application will be discussed by council. We strongly oppose this application and would like to be present to voice our concerns during these discussions.



Government of **Western Australia**
 Department of **Environment and Conservation**



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

AGENDA ITEM 2.4 REFERS *taylor*

Your ref: A221715/PA37390/P2120039
 Our ref: 27.3.1A (11/002193)
 Enquiries: Cassie Bell/ John Watson
 Phone: (08) 9842 4500
 Fax: (08) 9841 7105
 Email: John.Watson@dec.wa.gov.au



Doc No: City of Albany Records
 ICR1264061
 File: A221715
 Date: 27 APR 2012
 Officer: PLAN20

Attach:
 Box:
 Vol:
 Box+Vol:

Attention: Taylor Gunn

Dear Sir

NOTICE OF APPLICATION FOR PLANNING CONSENT – LIVESTOCK GRAZING AND STABLES – LOWANNA DRIVE, MARBELLUP

Thank you for the opportunity for the Department of Environment and Conservation (DEC) to provide comment on an application for planning consent to establish a boutique agistment and training facility on Lot 195 Lowanna Drive, Marbellup.

The application is generally very well prepared and presented. It is pleasing to note the on-going commitment to maintaining the re-vegetation area and to establish additional vegetation screening in some other areas in consideration of the views from nearby properties. However, the City should consider a requirement that locally occurring native species be used rather than introduced or non-endemic native species.

It is also noted that the shallow valley which runs East to West across the property is classified as an area of *Moderate to Low* risk of Acid Sulphate Soil (ASS) occurrence.

Horse grazing and stables do not generally trigger the need for approvals under the *Environmental Protection Act 1986*; however DEC recommends that the applicants should meet the *Environmental Guidelines for Horse Facilities and Activities* (Waters and Rivers Commission, Department of Health and others, 2002). The cover pages of this document are attached and the whole 48 page text may be downloaded at:

http://www.dec.wa.gov.au/index2.php?option=com_docman&task=doc_view&gid=6166&Itemid=99999999

In its present form, the information provided in the application for Lowanna Drive appears to have several inadequacies with regard to the guidelines. In particular:

Site design and buffers

The proposal is located less than 1km north of a public drinking water source area ("South Coast Water Reserve") and less than 500m from a Waterways Conservation Act gazetted area ("Albany Management Area"), hence the management of any wetlands or soaks is a relevant issue for this site.

The proposal area contains a non-perennial drainage line, which appears to be located within the "revegetation area"; however, this is difficult to judge as the diagrams provided are not to scale and are not superimposed over aerial imagery.

It is also unclear from the plans whether horses are to be excluded from waterways and seasonally boggy areas for which a 30 metre buffer is required in accordance with the guidelines. However, the application suggests that seasonally boggy areas will be restricted for grazing for 5 months of the year and the City would have to consider whether this sufficiently meets the intent of the guidelines. In such consideration and several other issues discussed below it is recommended that the City seek advice from the Department of Water.

It is also noted that the proposed stables appear to be located close to neighbours on the eastern side of Lot 195; however the actual distances to neighbours are not stated within the application. The *EPA Guidance Statement No. 3: Separation Distances Between Industrial and Sensitive Landuses* (WA EPA 2005) recommends a buffer of 100 – 500m for horse stables depending on size of operation. It is also noted that the composting of manure will occur relatively close to the stables and therefore close to the eastern neighbour. This could cause nuisance odour for the resident. Several nearby properties around the subject land are also used for equestrian activities and many small lots are currently being sold and developed in the subdivision to the south. It is not known whether the titles to any of these lots are subject to Section 70A notices advising of possible odour and other impacts potentially arising from equestrian activities and stables.

Details on the method of composting are omitted from the application, and so it is uncertain whether the applicant plans to regularly turn the manure and manage the compost appropriately for odour.

Stocking rates and soil protection

It cannot be determined from the application what the stocking rates will be and whether these meet the guideline for soil protection (Table 4), due to a lack of information on soil type and exact area of grazing. There is also indication of potential future expansions to the site; however it is unknown whether these will occur with consideration of recommended stocking densities.

Groundwater and surface water protection

It is not clear from the application whether the proposal site has an adequate distance to groundwater, as the maximum groundwater levels are not given. A minimum separation distance of 1.2m is recommended in the guidelines to protect groundwater from nutrient contamination originating from manure and other nutrient rich wastes.

It is also unclear from the application whether stables will be lined with impervious material to allow effective cleanouts and the protection of underlying soil and groundwater. Additionally, it is unknown whether the cleaning of the stables will involve the use of water, and if so, how and where this water/leachate will be contained and treated/disposed of. With regards to the composting hardstand, there is again no mention of leachate drainage or management. It is recommended that the compost have a weather proof cover in periods of rainfall (to prevent unnecessary generation of leachate) and for leachate from the compost area to be contained and appropriately treated/disposed of.

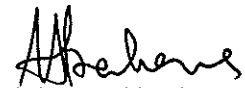
It would be preferable that any leachate from activities on site is contained and either disposed of *via* septic, sewer, controlled irrigation or transferred to an impervious evaporation pond. It is noted that the natural land contours on site would facilitate the surface drainage of water towards the natural drainage line, which may carry environmental risks if any overland flow is contaminated with leachate or manure. Clean stormwater should be directed away from any areas in which it may become contaminated by the use of drainage lines/bunds (if required) to minimise leachate generation.

The spreading of manure on site is mentioned but the methods to be used are not detailed. It is assumed the spreading of manure will occur after composting, but it is unclear what equipment (if any) will be used to spread the manure and also whether spreading will be restricted to certain weather conditions (eg not in heavy rainfall periods) and certain areas (eg low-lying or flood-prone areas). It is not discussed how nutrient loads will be managed when applying manure and whether the recommended limits in the guideline for the soil type will be adhered to.

The guidelines also mention the need for care to be taken with the use of sawdust and wood waste for bedding, and the environmental risks to waterways which can be associated with drenching. These items are not mentioned in the application.

The above comments are not exhaustive and it is DEC's recommendation that the City of Albany require the applicant to submit a revised application which places more focus on addressing the guidelines.

Yours sincerely



Adnaan Abrahams
A/REGIONAL MANAGER

24 April 2012

Attachment : Cover pages *Environmental Guidelines for Horse Facilities and Activities*
(Waters and Rivers Commission & Department of Health 2002)

cc Department of Water, Albany – Karen McKeough

guidelines



Water and Rivers Commission
Department of Environmental Protection
Department of Health



WATER QUALITY PROTECTION GUIDELINE NO 13

ENVIRONMENTAL GUIDELINES FOR HORSE FACILITIES AND ACTIVITIES

DECEMBER 2002

ENVIRONMENTAL GUIDELINES FOR HORSE FACILITIES AND ACTIVITIES

Prepared by

Water and Rivers Commission

Department of Health

Department of Environmental Protection

Western Australian Horse Council (Inc)

WATER AND RIVERS COMMISSION
WATER QUALITY PROTECTION GUIDELINE
REPORT NO WQP 13
DECEMBER 2002



Government of Western Australia
Department of Water

A221715
AGENDA ITEM 2.4 REFERS *aylor*

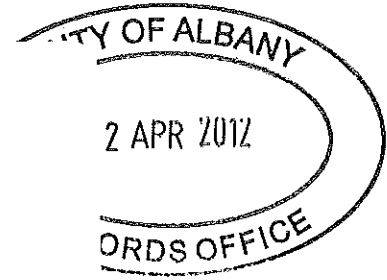


Your ref: A221715/PA37390/P2120039
Our ref: RF1553-03 / SRS 30914
Enquiries: Karen McKeough, Ph: 9841 0128

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



City of Albany Records
Doc No: ICR1263208
File: A221715
Date: 12 APR 2012
Officer: PLAN20



Attn: Taylor Gunn

Attach:
Box
Vo
Box+Vol:

Dear Madam

Application for planning consent – 140 Lowanna Drive, Marbellup

Thank you for the opportunity to comment on the above proposal. The Department of Water provides the following comments.

Foreshore protection area

As the foreshore revegetation area is identified as a development exclusion zone, no development or stock grazing should occur in this area. As the application acknowledges this, the department has no objections to the proposed equine facilities.

However, the application identifies firebreaks located within the foreshore revegetation area. This is in conflict with the foreshore management plan that was prepared for the revegetation area as a condition of subdivision approval. *Section 7.5 Fire Safety and Bushfire Management* states that the owner of Lot 195 is responsible for maintaining firebreaks outside the revegetation protection area. Grazed paddocks adjacent to the revegetation area should also minimise the fuel load and fire risk to the revegetation area.

It is recommended that prospective purchaser be given a copy of the *Foreshore management plan and tree planting proposal* prepared for Lot 126 Lowanna Drive, Gledhow by Ayton Baesjou Planning. This plan was approved by Department of Water in June 2011.

Should you wish to discuss this matter further please contact Karen McKeough.

Yours sincerely

**KATRINA BURTON
ACTING PROGRAM MANAGER
SOUTH COAST REGION**

5 April 2012

South Coast Region
5 Bevan Street Albany Western Australia 6330
PO Box 525 Albany Western Australia 6331
Telephone (08) 9842 5760 Facsimile (08) 9842 1204
www.water.wa.gov.au
wa.gov.au

Taylor Gunn

From: Planning (External Use ONLY)
Sent: Monday, 30 April 2012 8:53 AM
To: Taylor Gunn
Subject: FW: EF1264146 - A221715 - A221715/PA37390

Importance: High

SynergySoft: EF1264146 - A221715

FYI

Jessica Davidson
Administration Officer - Planning

Tel: (08) 9841 9383
Fax: (08) 9841 4099



PO Box 484 | Albany | WA | 6331 (102 North Road Yakamia) | www.albany.wa.gov.au

Please consider the environment before printing this email.

From: Overheu, Tim [<mailto:tim.overheu@agric.wa.gov.au>]
Sent: Thursday, 26 April 2012 1:36 PM
To: Planning (External Use ONLY)
Subject: EF1264146 - A221715 - A221715/PA37390
Importance: High

Att: Taylor Gunn

In regard to an application for Livestock Grazing and Stables at 140 Lowanna Drive, Marbellup – there were a number of deficiencies in the application presenting challenges for DAFWA to provide a well considered response. DAFWA is unable to determine if the proposal is likely to cause either land degradation or land use conflict based on the information supplied.

Query 1: Is planning consent different to a development approval? If so how? (i.e. if the City says provisionally yes - will they be able to institute changes if needed). In the provided application there is no data provided about the soil type information or land contours (necessary for us to determine nutrient management issues, etc).

The landholder must prove they will not cause land degradation by their activities nor result in negative impacts on neighbours lifestyle.

No estimation baseline stocking rate possible on property.

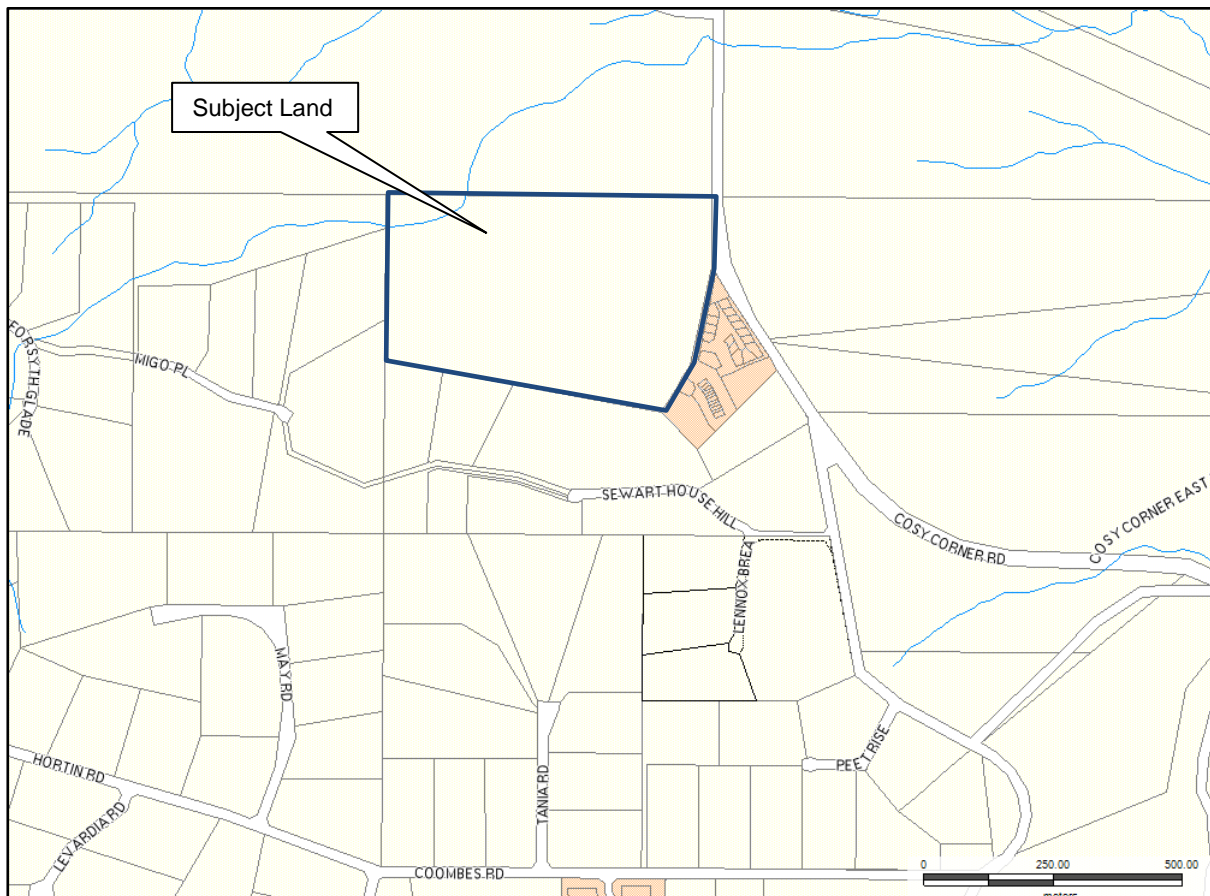
1. Access of livestock to wetlands and waterways is not recommended (DoW) guidelines - is this a designated wetland? (note point 5.0)

No water budget / estimate - of requirements. Should be conditional on getting approval for bore.

2.5: FINAL APPROVAL OF AMENDMENT – LOT 4 COSY CORNER ROAD, KRONKUP

Land Description	: Lot 4 Cosy Corner Road, Kronkup
Proponent	: Craig Pursey Planning
Owner/s	: A H and P R London
Business Entity Name	: Trading as 'Torbay Olives'
Attachment(s)	: Schedule of submissions
Councillor Workstation	: Copy of OCM 15/03/11 – Item 1.3 (SAR149) : Copy of OCM 11/10/11 – Item 2.4 : Amendment document (AMD308) : Copy of submissions
Responsible Officer(s)	: Executive Director – Planning and Development Services (D Putland)

Maps and Diagrams:



IN BRIEF

- Final approval is sought for the proposed scheme amendment to rezone Lot 4 Cosy Corner Road, Kronkup from the 'Rural' zone to the 'Special Rural' zone.

ITEM 2.5: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR GRESON

SECONDED: COUNCILLOR 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* **ADOPTS WITH MODIFICATIONS** Amendment No. 308 to Town Planning Scheme No. 3 for the purposes of:

- i. Rezoning Lot 4 Cosy Corner Road, Kronkup from the Rural zone to Special Rural zone and amending the Scheme Maps accordingly;
- ii. Including Lot 4 Cosy Corner Road, Kronkup in Special Rural Area No. 30, Schedule 1 – Special Rural Zones – Provisions Relating to Specified Areas;
- iii. Amending Schedule I – Special Rural Zones – Provisions Relating to Specified Areas, Special Rural Area No. 30 by amending provisions 4.1 and, 10.4;
- iv. Amending Schedule I – Special Rural Zones – Provisions Relating to Specified Areas,
- v. Special Rural Area No. 30 by deleting provision 5.1 (a); and
- vi. Inserting provision 3.3 (d) and 11.0 (d) in Schedule I – Special Rural Zones – Provisions Relating to Specified Areas Schedule, Rural Area No. 30.

2) **NOTES** the staff recommendations within the attached Schedule of Submissions and **ENDORSES** those recommendations.

CARRIED 11-0

BACKGROUND

1. Amendment No. 308 proposes to amend Town Planning Scheme (TPS) No. 3 by rezoning Lot 4 Cosy Corner Road, Kronkup from the 'Rural' zone to the 'Special Rural' zone.
2. The amendment also proposes to include the following additional uses on proposed Lot T:
 - a. Maximum 3 chalets;
 - b. Craft Studio
 - c. Cafe /Restaurant or Country Kitchen
 - d. Horticulture
 - e. Garden Centre
 - f. Sales outlet for Olive Grove
3. A Scheme Amendment Request (SAR 149) for Lot 4 Cosy Corner Road was considered at the Ordinary Council Meeting on 15 March 2011 and it was resolved:

"THAT Council:

1. **ADVISE** the proponent that it is **PREPARED** to consider a formal scheme amendment to rezone Lot 4 Cosy Corner Road, Kronkup from the 'Rural' zone to 'Special Rural' zone, subject to the following matters being addressed and/or included as part of that formal amendment application:

- A. *An Agricultural Impact Statement (as per SPP 2.5, Appendix 3) being prepared by a suitably qualified professional to determine the impact of the proposal on existing agricultural operations and whether sufficient separation distances between building envelopes and existing rural activities, inclusive of the Olive Grove, are appropriate.*
 - B. *A land capability report being prepared to determine that the proposed building envelopes are capable of supporting the development envisaged.*
 - C. *A Fire Management Plan being prepared to determine whether there is sufficient separation between the proposed building envelopes and the vegetated areas.*
2. *AGREES to update the Albany Local Planning Strategy (ALPS), by amending Figure 19 (Torbay Hill Town Site) to include Lot 4 Cosy Corner Road, Kronkup within the boundary of the Torbay Hill Town Site when the ALPS is next reviewed in mid to late 2011.”*
4. To address the matters outlined above, the proponent provided a land capability report and a fire management plan as part of the amending document. An agricultural impact statement consistent with Part 2 (Land Use Conflict) of Appendix 3 within SPP2.5 was also provided, which addresses:
5. i) impact of the proposal on existing agricultural operations (grazing to the north and the olive grove)
 6. ii) the necessary separation distances between building envelopes and existing rural activities.
7. t the Ordinary Council Meeting on 11 October 2011 it was resolved:

“THAT, subject to the following modifications being made;

- i. *The wording of proposed provision 11.0(d) being deleted and replaced with a new provision stating that “at the time of subdivision Council may recommend that a Section 70A notification be placed on titles of Lot U, V, W, X and Y advising future purchasers that they may be affected by the operations associated with existing farming activities in the area inclusive of the Olive Grove on Lot T”;*
- ii. *The building envelope on Lot V being repositioned to the west to ensure no portion of the building envelope is within 60 metres of the lot boundary associated with Lot T (lot associated with the Olive Grove) and an area of revegetation being identified on the eastern boundary of Lot V; and*
- iii. *a new provision being placed in the special provisions for Special Rural Area No. 30 stating that “future buildings to be placed on Lot W and X are to be constructed to Bushfire Attack Level (BAL) 19 under Australian Standard 3959 – Buildings in Bushfire Prone Areas”;*

Council Resolves to INITIATE Amendment No. 308 to Town Planning Scheme No. 3 in pursuance of section 75 of the Planning and Development Act 2005 and Regulation 25(1)c of the Town Planning Regulations 1967, for the purposes of:

- 1) *Rezoning Lot 4 Cosy Corner Road, Kronkup from the Rural zone to Special Rural zone and amending the Scheme Maps accordingly;*
 - 2) *Including Lot 4 Cosy Corner Road, Kronkup in Special Rural Area No. 30, Schedule 1 – Special Rural Zones – Provisions Relating to Specified Areas;*
 - 3) *Amending Schedule 1 – Special Rural Zones – Provisions Relating to Specified Areas, Special Rural Area No. 30 by amending provisions 4.1 and, 10.4;*
 - 4) *Amending Schedule 1 – Special Rural Zones – Provisions Relating to Specified Areas, Special Rural Area No. 30 by deleting provision 5.1 (a); and*
 - 5) *Inserting provision 3.3 (d) and 11.0 (d) in Schedule 1 – Special Rural Zones – Provisions Relating to Specified Areas Schedule, Rural Area No. 30.”*
8. Council is required to consider the submissions received from the public consultation period and determine whether to grant final approval to the proposed scheme amendment.

DISCUSSION

9. The subject lot covers an area of approximately 22.73ha and lies to the west of Cosy Corner Road on the north-eastern side of Torbay Hill, approximately 25km east of Albany town centre.
10. The land slopes down from a high point of 76m AHD in the south-west corner of the lot to a low point of 30m AHD in the north-eastern corner before levelling out into the Kronkup flats to the north of the lot.
11. The northern half of the lot has been cleared for pasture, while significant stands of vegetation remain to the south-western and south-eastern corners of the lot, including some Karri forest, with parkland cleared vegetation scattered between them. An olive grove has been cultivated toward the north-eastern corner of the lot, a large dam lies just south of the centre of the lot and a smaller dam lies adjacent to the southern boundary in the dampland area around the natural drainage line that traverses the lot at its north-western corner.
12. A single dwelling and associated outbuildings stand approximately 70m west of the large dam.
13. The surrounding land is zoned:
14. i) ‘Rural’ to the north and used for grazing;
15. ii) ‘Special Rural’ to the south and west and used for rural residential purposes; and
16. iii) ‘Motel’ and ‘Special Use’ to the south-east, where the land uses include the Torbay Motel, chalets, a cafe and a general store.
17. The remaining land to the east, on the opposite side of Cosy Corner Road, is bushland and designated as a ‘Parks and Recreation’ reserve.

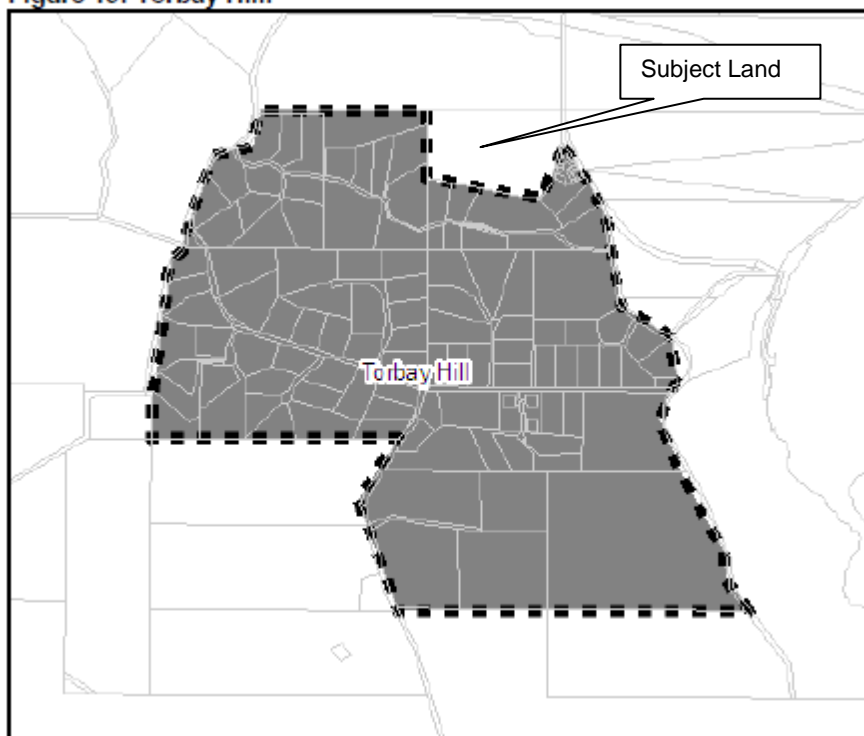
18. The subject land shares similar characteristics with the remainder of the 'Special Rural' zoned land on Torbay Hill and the introduction of additional dwellings would not have a detrimental impact on the amenity of the area.
19. The provision of a landscaped strip along the property's northern boundary would serve as a vegetated buffer to the grazing areas to the north and as a visual buffer to Torbay Hill when viewed from Cosy Corner Road.
20. The subject land will be incorporated into the neighbouring 'Special Rural' zone Area No. 30 and a subsidiary Subdivision Guide Plan (SGP) will be applied, using the same terminology and information as the existing SGP for 'Special Rural' zone Area No. 30. The amendment also seeks to modify the existing special provisions for 'Special Rural' zone Area No. 30 in the following manner:
 - Clarifying that 'new' intensive agricultural pursuits such as piggeries, and commercial scale horticulture and viticulture are not permitted;
 - Identifying that on Lot A and Lot W on the Subdivision Guide Plan, the City will allow either an alternative amended soil effluent treatment and disposal system within the building envelope, or a system which pumps treated effluent to a disposal area within the lot which satisfies the required setbacks from water courses;
 - Introducing a number of additional uses that may be permitted on Lot T (the lot encompassing the existing olive grove) including: chalets (maximum of three); craft studio; cafe/restaurant; horticulture; garden centre; and sales outlet for olive grove;
 - A requirement for future buildings to be placed on Lot W and X to be constructed to Bushfire Attack Level (BAL) 19 under Australian Standard 3959 – Buildings in Bushfire Prone Areas; and
 - A requirement for Section 70A notifications to be placed on the titles of proposed Lots U, V, W, X and Y, advising future purchasers that they may be affected by the operations associated with the existing farming activities in the area inclusive of the olive grove on Lot T.
21. The proponent has stated that creating a retail outlet for the olive grove, with complimentary activities such as a café and chalets would support the economic viability of the olive grove, the Torbay Hill Rural Village centre and the adjacent holiday accommodation. The provision for additional uses could improve the tourist experience at the olive grove.
22. There is also a small tree nursery on the subject land, which grows endemic species to approximately 1 to 1.5m tall, which are typically used for revegetation works in the locality. The nursery has a separate access to Cosy Corner Road and is complimentary to the organic farming methods employed in the olive grove. This business also brings people to the Torbay Hill Rural Village.
23. The proponent has detailed the operational activities associated with the olive grove and states that the potential for land use conflict is limited, as the operation only involves:
 - limited hand spraying (with no associated spray drift);
 - a short annual harvesting period of 10 days (with use of an air compressor and hand rakes);

- pruning by hand or battery powered sabre saw; and
 - annual application of pest control measures direct to the trees (specifically, the application of white oil, which is an organic pest control measure with no detrimental health effects).
24. A minimum noise separation distance of 60m between the new building envelopes and the olive grove has been specified to mitigate potential noise nuisance and/or spray drift. This distance is recommended for such activities within the *Queensland Department of Natural Resources Planning Guidelines: Separating Agricultural and Residential Land Uses (August 1997)* which is identified in Western Australian Planning Commission Planning Bulletin 63 (*Policy for dealing with potential conflicts between residential subdivision and market gardens in East Waneroo*).
25. Due to the proximity of the olive grove to the Torbay Motel, chalets, cafe and general store, a 10m vegetated buffer along the eastern boundary of Lot T is proposed, in order to achieve a similar effect.
26. It is recommended that an additional vegetated buffer is planted along the northern boundary of Lot U, in order to mitigate against any potential spray drift from the neighbouring dairy farm, which lies to the north of the subject land.
27. A scheme provision requiring Section 70A notifications to be placed on the titles at the time of subdivision to advise future purchasers that they may be affected by the ongoing operation of the olive grove has been included in the proposal. It is recommended that this be expanded to refer to the dairy farm as well.
28. The subject land is within an area that has been identified by the Albany Local Planning Strategy (ALPS) as 'Priority Agricultural' land. Detailed mapping from the Department of Agriculture and Food WA (DAFWA) identified that only the south-west corner of the site was identified as 'Priority Agriculture'.
29. The existing priority agricultural cell in this locality, being to the west and south of the subject land, is situated over existing special rural allotments, which due to their size and zoning do not support intensive agriculture. The proposal would not detrimentally impact existing or future agricultural production in the immediate locality.



30. The subject land is not included in the Torbay Hill town site boundary as prescribed in Figure 19 in the ALPS (see below). Table 5 of the ALPS does not support expansion of the town site.

Figure 19: Torbay Hill.



31. Despite the subject land being excluded from the town site, the proponent states that the inclusion of the subject land within the existing 'Special Rural' zoned area adjacent would be a logical 'rounding off' of this zone.
32. In response to concerns about setting a negative precedent, the proponent states that:

- This subject land shares the same land characteristics as the existing 'Special Rural' development (as it is the last lot on Torbay Hill, before the land flattens out into the Kronkup flats);
 - The land is surrounded by non-rural land uses on three sides;
 - The land is likely to be the last of the smaller lots in the immediate area that is capable of being developed for rural residential purposes;
 - Nearby lots that are not located on the flats are designated as 'Priority Agriculture' and are large enough to be further developed for agricultural purposes; and
 - Cosy Corner Road and Hortin Road form logical boundaries between 'Rural' and 'Special Rural' zoned land to the east and west respectively.
33. The boundaries of the Torbay Hill town site (as identified in Figure 19 above) appear to have been based on the existing special rural areas that were in place, or were in the final stages of a scheme amendment process, when the ALPS was drafted. The subject land, being zoned 'Rural' and identified as partially suitable for 'Priority Agriculture', was excluded.
34. With the exception of the subject land being outside of the town site boundary, the proponent has stated that the proposal meets the following objectives of the ALPS, which pertain to the creation of 'Rural Living' areas:
- The land will not create an 'additional' rural townsite;
 - The small portion of the land is affected by the priority agricultural land designation, however the balance of this cell is over existing special rural lots, and therefore the proposal will not detrimentally affect opportunities for priority agriculture. The proposal will also retain the olive grove.
 - The land is not in an area of extreme bushfire risk and is not subject to flooding.
 - The land is beyond the area identified in ALPS as future urban or long term residential.
35. Table 5 within the ALPS does not provide for any further expansion of the Torbay Hill town site, and sets a maximum yield of one hundred lots. The number of existing and proposed lots within the town site boundary, as defined by Figure 19 of the ALPS, is approximately 102 (including the final yield that would be provided by the relevant subdivision guide plans for the existing 'Special Rural' zoned areas). The proposal would add six additional lots beyond that defined by ALPS.
36. Whilst the land is not included within the boundaries of the Torbay Hill town site, the proposal meets all other relevant objectives identified within the ALPS.

GOVERNMENT CONSULTATION

37. The amendment was referred to WA Gas Networks, Telstra, Water Corporation, Western Power, Department of Agriculture and Food WA, Department of Water, and Department of Environment and Conservation for assessment and comment. Responses were received from WA Gas Networks Telstra, Water Corporation, Western Power, Department of Agriculture and Food WA, Department of Water, and Department of Environment and Conservation. These submissions are summarised, discussed and accompanied by appropriate recommendations in the attached Schedule of Submissions.

PUBLIC CONSULTATION / ENGAGEMENT

38. The Amendment was advertised in accordance with the requirements of the *Town Planning Regulations 1967* from 9 February 2012 to 22 March 2012 by placement of a sign on-site, direct referral to affected and adjoining/nearby landowners and advertisement in the local newspaper.

Two submissions were received from adjoining landowners/members of the public. These submissions raised the following issues:

- Lot A, which is referenced in the proposed scheme provisions, does not appear on the subdivision guide plan;
- It is unclear what a 'Conservation of Flora and Fauna Area' is;
- The wildlife corridor does not appear to go anywhere;
- The building envelope on proposed Lot U is too close to the northern boundary abutting the dairy farm;
- There is no vegetated buffer between the building envelope on Lot U and the dairy farm;
- There are no scheme provisions to protect the ongoing operations of the dairy farm in the event that a land use conflict arises with the proposed development; and
- No justification has been provided for Lot T's special status (additional land uses).

Due to this lack of justification, an objection to the provision of additional land uses on Lot T has been lodged. In addition, it has been suggested that *all* dwellings should be bushfire-proof.

The points raised in the submissions can be addressed as follows:

- Lot A refers to an existing lot on the subdivision guide plan for the adjacent
- 'Special Rural' zoned land.
- A 'Conservation of Flora and Fauna Area' is an existing area of good quality bushland that will be retained for this purpose and protected from clearing.
- The wildlife corridor on the proposed subdivision guide plan connects to the wildlife corridor identified on the subdivision guide plan for the adjoining 'Special Rural' zoned land.
- It is acknowledged that provision 5.1(a) for 'Special Rural' area No. 30 requires a 100m setback from the 'Rural' zoned land to the north. However, with the provision of a vegetated buffer and Section 70A notification to mitigate potential land use conflict arising from noise and/or spray drift nuisance, it is considered that an exception can be made for Lot U.
- Lot T has been given provision for additional uses to be developed, in order to improve the viability of the olive grove.

- Only the dwellings constructed on lots adjacent to bushland (Lots T, W and X) require construction to AS 3959. The house on Lot Y is existing and this requirement cannot be applied retrospectively.

STATUTORY IMPLICATIONS

39. All scheme amendments undergo a statutory process in accordance with the *Planning and Development Act 2005* and *Town Planning Regulations 1967*.
40. Council's decision on the final approval of the amendment requires endorsement by the WAPC and the approval of the Minister for Planning.

STRATEGIC IMPLICATIONS

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

Key Focus Area

Sustainability and Development

Community Priority

A sustainable future

Proposed Strategies

Establish satellite township hubs in areas such as Young's Siding, Redmond, Manypeaks and Wellstead to provide services (basic shopping necessities and recreational areas).

42. Council's decision on the Scheme Amendment should be consistent with the objectives of the ALPS as the principal land use planning strategy for the City.
43. Section 8.3.1 – *Strategic Settlement Direction* sets the following Strategic Objective:

"Facilitate and manage sustainable settlement growth for the urban area in the City of Albany".

This objective is supported by a set of aims that have been devised to contain the spread of fragmented urban and rural living areas in the City. They are as follows:

- *Providing for growth in urban areas, rural townsites and rural living areas as designated in ALPS.*
- *Minimising the development footprint on the landscape to help protect biodiversity and the environment.*
- *Promoting energy conservation.*
- *Providing greater housing choice.*
- *Minimising journey length from home to work/school/services and encouraging the use of public transport, cycling and walking.*
- *Reducing government expenditure on servicing current and future populations.*

44. Section 8.3.5 – *Rural Living* sets the following Strategic Objective in the ALPS:

“In the long term encourage the efficient use of existing rural living areas, based on land capability to maximise their development potential.”

The ALPS expands on this by stating that: “The strategy’s objectives for Rural Living areas are to:

- *Discourage the creation of additional rural townsites for living purposes.*
- *Avoid the development of Rural Living areas on productive agricultural land, other important natural resource areas and areas of high bushfire risk, flooding and environmental sensitivity.*
- *Avoid the development of Rural Living areas on future and potential long-term urban areas.*
- *Provide compact growth of selected existing rural townsites in accordance with Table 5, based on land capability and available services and facilities.*
- *Minimise potential for generating land-use conflicts.*

Existing Rural Residential areas in the ALPS are mainly on the fringe of the proposed Future Urban area.

Existing Special Rural and Special Residential zones in the City’s current Town Planning Scheme are fragmented and located within or next to rural areas on the periphery of the Albany urban area, along the King and Kalgan Rivers and around Princess Royal and Oyster Harbours. These zones are at different stages of development and not required to be connected to reticulated sewerage. Some of the outer areas, such as Millbrook and most of Gull Rock, are also not connected to reticulated water”.

45. The proposal is consistent with Section 8.3.5 of the ALPS, as it:

- discourages the creation of additional rural town sites for living purposes;
- avoids the development of a Rural Living area on productive agricultural land, other important natural resource areas and areas of high bushfire risk, flooding and environmental sensitivity;
- avoids the development of a Rural Living area on future and potential long-term urban areas, as the land has been identified in the ALPS as suitable for Special Rural purposes; and
- will create lot sizes similar to those adjoining the subject land, which are being used for similar rural residential living purposes, therefore minimising the potential for generating land-use conflicts.

POLICY IMPLICATIONS

46. The Western Australian Planning Commission’s Statement of Planning Policy 2.5 – Agricultural and Rural Land Use Planning. This contains the following objectives that are relevant to this proposal:

1. Protect agricultural land resources wherever possible by:

- discouraging land uses unrelated to agriculture from locating on agricultural land;
- minimising the ad hoc fragmentation of rural land; and

2. Plan and provide for rural settlement where it can:

- benefit and support existing communities; and
- have access to appropriate community services and infrastructure.

3. Minimise the potential for land use conflict by:

- providing adequate separation distance between potential conflicting land uses;
- introducing management requirements that protect existing agricultural land uses;
- identify areas that are suitable and capable for intensive agricultural pursuits as agricultural priority areas.

47. To address the above objectives, the potential for land use conflict is mitigated by the application of appropriate separation distances and vegetated buffers, and by placing Section 70A notifications on titles to advise future purchasers of the existing olive grove and dairy farming operations.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>The proposal may generate land use conflict between future residents of the proposed lots and the ongoing operations of the existing olive grove on the subject land or the existing dairy farm immediately to the north (due to noise and/or spray drift).</i>	<i>Possible</i>	<i>Medium</i>	<i>High</i>	<i>The application of appropriate separation distances (minimum 60m from all building envelopes to the olive grove), the provision of vegetated buffers on the eastern boundary of Lot V and northern boundary of Lot U, and the placement of Section 70A notifications on titles at the time of subdivision, to advise prospective purchasers of the operations of the olive grove and dairy farm.</i>

FINANCIAL IMPLICATIONS

- 49. The prescribed planning fee of \$2500 has been received and staff have processed the application within existing budget lines.
- 50. Should Council support the Scheme Amendment, the property owners would be responsible for lodging an application for subdivision and extending available services to the subject land at their own cost.
- 51. Due to the nature of the proposed development, there will be no requirement to upgrade or expand the local road and stormwater drainage networks, nor provide additional services, such as the ongoing maintenance of public open space or collection of household refuse.

LEGAL IMPLICATIONS

- 52. Section 75 of the *Planning Development Act 2005* allows Council to amend its Town Planning Scheme.
- 53. Regulation 17(2)(a) of the *Town Planning Regulations 1967* allows Council to adopt the Scheme with or without modification.

ALTERNATE OPTIONS

- 54. Council has the following options in relation to this item, which are:
 - To adopt the Scheme Amendment without modifications;
 - To adopt the Scheme Amendment with modifications; or
 - To resolve not to adopt the Scheme Amendment and advise the WAPC of the reasons for not doing so.

SUMMARY CONCLUSION

- 55. The proposed re-zoning will allow subdivision of the subject land to create six rural residential lots, each in excess of 2ha, which is comparable to existing lot sizes to the south and west of the subject land.
- 56. The proposal has adequately addressed land capability and land use conflict issues. The modifications recommended in the attached schedule of submissions will adequately address fire management issues, to the satisfaction of the City of Albany

Consulted References	WA Planning Commission (WAPC) Statements of Planning Policy (SPP's) SPP1 & SPP 3
File Number (Name of Ward)	AMD 308 (West Ward)
Previous References	OCM 15/03/11 – Item 1.3 (SAR 149)

**CITY OF ALBANY TOWN PLANNING SCHEME No. 3
AMENDMENT No. 308
SCHEDULE OF SUBMISSIONS**

No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
1	Environmental Protection Authority Locked Bag 33 Cloisters Square PERTH WA 6850	<p>The Environmental Protection Authority (EPA) has determined that the proposed scheme amendment should not be assessed under Part IV Division 3 of the <i>Environmental Protection Act 1986</i> (EP Act), but nevertheless provides the following advice and recommendations:</p> <p>1. Environmental Issues</p> <ul style="list-style-type: none"> • Clearing of Native Vegetation • Protection of natural watercourses <p>2. Advice and recommendations regarding Environmental Issues</p> <p>Clearing of Native Vegetation</p> <p>The EPA notes that there are two main areas of remnant vegetation within Lot 4 Cosy Corner Road. Future development should minimise the fragmentation and clearing of native vegetation by utilizing cleared land only.</p> <p>The EPA therefore recommends that building envelopes/development, access ways and associated building protection</p>	<p>The proposed subdivisional layout has been designed in such a way that building envelopes/development, access ways and associated building protection zones and hazard reduction zones will be located only in existing cleared areas.</p> <p>Staff from the Department of Water have since undertaken a biophysical assessment of the site and ascertained that the 'waterway' would be better described as a 'dampland' area that may only run with water infrequently. However, the DoW has echoed the EPA advice and recommended that stock is excluded from Lot W.</p>	<p>The submission is upheld.</p> <p><u>Modifications required:</u></p> <p>An additional provision 7.6 shall be added with the following wording:</p> <p><i>“Council will request the Commission to impose a condition at the time of subdivision requiring a foreshore management plan to be prepared for the ‘Creek protection area’ on Lot W.”</i></p> <p>Provision 4.1 shall be reworded as follows:</p> <p><i>“New intensive agricultural pursuits such as piggeries, and commercial scale horticulture and viticulture, and the keeping of stock on Lot W are not permitted.”</i></p> <p>Provision 10.4 shall be reworded as follows:</p> <p><i>“On Lots A, U and W on the</i></p>

AMENDMENT No. 308

SCHEDULE OF SUBMISSIONS

No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
		<p>zones and hazard reduction zones are located only in existing cleared areas. The EPA also recommends that the proposed Conservation of Flora and Fauna areas are fenced to exclude stock.</p> <p>Protection of natural watercourses</p> <p>The EPA is concerned that future development could lead to nutrient export. The amendment area is traversed by a perennial watercourse in a degraded condition and test pits have identified high groundwater levels.</p> <p>The EPA therefore makes the following recommendations:</p> <ul style="list-style-type: none"> • Prior to subdivision, a biophysical assessment of the watercourse is carried out to determine an appropriate width for a foreshore buffer, with a minimum buffer width of 30m either side of the watercourse. The buffer is to be rehabilitated/revegetated with local native species in order to increase foreshore stability and to filter nutrient enriched run-off, and fenced to exclude 		<p><i>Subdivision Guide Plan, subject to late winter groundwater testing, Council will allow either an alternative amended soil treatment and disposal system within the building envelope, or a system which pumps treated effluent to a disposal area within the lot which satisfies the required setbacks from water courses."</i></p>

AMENDMENT No. 308

SCHEDULE OF SUBMISSIONS

No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
		<p>stock. The EPA prefers that watercourse buffers are determined on biophysical criteria as outlined in the Water and Rivers Commission Water Notes 23 – <i>Determining foreshore reserves</i>.</p> <ul style="list-style-type: none"> • Prior to subdivision, further groundwater investigations at proposed building envelope sites to ensure a minimum separation of 0.5m between the natural ground level and the highest groundwater level. • The use of alternative treatment units for household effluent. 		
2	WA Gas Networks PO Box 3006 SUCCESS WA 6964	No objections.	Nil.	The submission is noted.
3	Telstra – Forecasting & Area Planning – South Western Access Team Manager – Forecasting Network & Technology Locked Bag 2525	No objections.	Nil.	The submission is noted.

CITY OF ALBANY TOWN PLANNING SCHEME No. 3

AGENDA ITEM 2.5 REFERS

AMENDMENT No. 308

SCHEDULE OF SUBMISSIONS

No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
	PERTH WA 6001			
4	Water Corporation PO Box 915 ALBANY WA 6331	No objections. Scheme water supply is remote from the amendment area. It is noted from the report, Section 5.2 that the development will be supplied via on-site sources and that effluent disposal will also be on-site.	Nil.	The submission is noted.
5	Western Power Locked Bag 2520 PERTH WA 6001	No objections. However, there are overhead powerlines and/or underground cables adjacent to, or traversing, the subject land.	Nil.	The submission is noted.
6	Department of Agriculture and Food 444 Albany Highway ORANA WA 6330	It is acknowledged that this proposal has been sighted before. The revised document has satisfied the concerns previously raised by the Department of Agriculture and Food, WA (the Department). It is noted that the revised proposal with supporting literature is very comprehensive. While it is disappointing to see productive rural land subdivided into smaller lots, the Department has no specific objection to the proposal.	The proposal has incorporated appropriate separation distances and vegetated buffers to mitigate potential land use conflict between the ongoing operation of the olive grove and the proposed rural residential lots and surrounding land uses to the east. In view of submission number ten (see below) it is recommended that an additional vegetated buffer be incorporated into the Subdivision Guide Plan on the northern boundary	The submission is upheld. <u>Modifications required:</u> A vegetated buffer, similar to that proposed for the eastern boundary of Lot T shall be applied to the northern boundary of Lot U on the Subdivision Guide Plan. Provision 11.0(d) shall be reworded as follows: <i>“At the time of subdivision, Council may recommend that a Section 70A</i>

CITY OF ALBANY TOWN PLANNING SCHEME No. 3

AGENDA ITEM 2.5 REFERS

AMENDMENT No. 308

SCHEDULE OF SUBMISSIONS

No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
		<p>The Department recommends that any changed use on agricultural land needs to include sufficient buffers on the rezoned land to minimise land use conflict. To ensure agricultural operations on land next to rezoned areas are not restricted (e.g. the adjacent olive grove and surrounding rural land), the Department recommends that minimum setbacks/buffers should be incorporated into the rezoned areas in accordance with the EPA guidelines: <i>Separation Distances between Industrial and Sensitive Land Uses</i>. These guidelines set out minimum separation distances for a range of agricultural activities and are available on the EPA's website.</p>	<p>of Lot U to mitigate any potential land use conflict with the dairy farm to the north.</p> <p>Similarly, it is recommended that the proposed Section 70 notifications to be placed on titles at the time of subdivision, advising future purchasers of the ongoing operation of the olive grove, be expanded to include a reference to the dairy farm as well.</p>	<p><i>notification be placed on titles of Lots U, V, W, X and Y advising future purchasers that they may be affected by the operations associated with existing farming activities in the area, inclusive of the Olive Grove on Lot T and the dairy farm to the north."</i></p>
7	<p>Department of Water PO Box 525 ALBANY WA 6331</p>	<p>Land Capability</p> <p>Groundwater levels were tested in October to determine the highest groundwater levels. This testing identified high groundwater levels (0.4m below ground level) at test pit 3, which cannot meet the requirements of the Draft Country Sewerage Policy, which states a minimum separation of 0.5m between the natural ground level and the highest groundwater level is</p>	<p>It is acknowledged that further groundwater testing is required on Lots U and W prior to development, that a foreshore management plan for the 'Creek protection area' on Lot W will be required at the time of subdivision and that stock should be excluded from Lot W.</p>	<p>The submissions are upheld.</p> <p><u>Modifications required:</u></p> <p>An additional provision 7.6 shall be added with the following wording:</p> <p><i>"Council will request the Commission to impose a condition at the time of subdivision requiring a foreshore management plan to be</i></p>

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SCHEDULE OF SUBMISSIONS

No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
		<p>needed. Although the test pit is not at the location of the building envelope for Lot W, it does question the suitability of Lot W for on-site disposal. Further groundwater investigations at the site of the building envelope are recommended.</p> <p>Additionally, more information is required about the depth to groundwater for the building envelope on Lot U. The building envelope is located closer to the waterway than test pit 1, so the results from test pit 1 may not reflect the site conditions at the building envelope. The low PRI of soil type 1 and 2 also creates risk of nutrient export from the site. All building envelopes in these tow soil types should require the use of ATUs for the treatment of household effluent.</p> <p>Waterway protection</p> <p>The subject site contains a minor, perennial waterway that from the aerial photography appears to be in a degraded condition. The department supports the recommendation in the planning report that the waterway be revegetated with local native species.</p>		<p><i>prepared for the 'Creek protection area' on Lot W."</i></p> <p>Provision 4.1 shall be reworded as follows:</p> <p><i>"New intensive agricultural pursuits such as piggeries, and commercial scale horticulture and viticulture, and the keeping of stock on Lot W are not permitted."</i></p> <p>Provision 10.4 shall be reworded as follows:</p> <p><i>"On Lots A, U and W on the Subdivision Guide Plan, subject to late winter groundwater testing, Council will allow either an alternative amended soil treatment and disposal system within the building envelope, or a system which pumps treated effluent to a disposal area within the lot which satisfies the required setbacks from water courses."</i></p>

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No.	Name/Address Submitter	of	Summary of Submission	Officer Comment	Staff Recommendation
			<p>Given that stock may be permitted on these blocks, as per the scheme provisions of Special Rural Area No. 30, it is recommended that the waterway be fenced to exclude stock.</p> <p>The department recommends that a biophysical assessment of the waterway be conducted to determine the appropriate width of the foreshore area. The minimum foreshore area should be no less than 30m. At the time of subdivision, the department will recommend the preparation of the foreshore management plan to assist with the long-term management of the waterway.</p> <p>Stormwater management</p> <p>The department will not require the preparation of any water management plans to support this development. The small scale of the development, combined with the large lot size and the requirement for households to supply their own water through the use of rainwater tanks, means that the post-development site conditions should not be significantly different to the pre-development site conditions. Some run-</p>		

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			<p>off will be created from the road, but that can be managed through the use of roadside vegetated swales.</p> <p>Following a biophysical assessment of the site, the Department provides the following advice:</p> <p>Waterway</p> <p>Previously, the DoW raised concerns about protection of the waterway, and suggested that it would be best fenced, to protect water quality. Upon inspection, it was noted that the 'waterway' is less a creek, and more of a dampland area that may only run water infrequently. The dampland area does take up a large area on Lot W. The DoW would recommend that the dampland area be revegetated with native vegetation and rather than be fenced, that stock be excluded from Lot W.</p> <p>Effluent disposal</p> <p>Further proving of the site capability on Lot U & W can be determined at building approval stage. These lots will need to</p>		

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No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
		<p>meet the requirements of the Country Sewerage Policy with regards to separation to groundwater. The DoW recommends that late winter testing be carried out at the locations of the building envelopes on Lots U & W, this year to prove up the suitability of the sites, but this information is not needed prior to the amendment being approved, however will be required prior to building approval.</p> <p>Other advice (need for ATUs on Lots U & W, foreshore management plan at subdivision) on the amendment previously sent to the City of Albany (letter dated 9 March 2012) still stands.</p>		
8	Department of Environment and Conservation 120 Albany Highway ALBANY WA 6330	<p>1. General Comments and Locality Setting</p> <p>The proposed amendment is located within land that is already substantially cleared of native vegetation and is therefore consistent with the Environmental Protection Authority (EPA) and City of Albany preference to see further residential expansion in and around Albany located on already cleared land.</p>	<p>The DEC's position on weed management is acknowledged and it is considered that an additional scheme provision requiring a weed management strategy to be prepared at the time of subdivision.</p> <p>The DEC's position on hazard reduction burning is noted. However, as the surrounding area has been developed and subjected to</p>	<p>The submission is upheld in part.</p> <p><u>Modifications required:</u></p> <p>An additional provision 7.7 shall be added with the following wording:</p> <p><i>"Council may request the Commission to impose a condition at the time of subdivision requiring a weed management strategy to be</i></p>

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No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
		<p>However, the subject land does include two areas of native vegetation plus some areas of revegetation to improve fauna linkages. An additional vegetation buffer is being proposed along the creek foreshore in the NW sector. The property has been registered under the DEC's 'Land for Wildlife' scheme since around 2001.</p> <p>2. Native Vegetation and Rehabilitation</p> <p>The proposed planning and management considerations in Section 7.5 of the amendment proposal booklet report (July 2011) are supported:</p> <ul style="list-style-type: none"> • Native vegetation is to be retained where possible and fenced off from grazing; • Rehabilitated wildlife corridors are to be maintained; • Weed management is to be undertaken in degraded areas; and • Revegetation strategies are to be aligned along the creek (riparian) areas and along the northern boundary to assist development of micro-ecological corridors linking southern remnant vegetation areas. 	<p>modification of the vegetation, staff would support the advice presented in the Fire Management Plan. While it is unfortunate that burns lead to the loss of understorey vegetation, they are the only practical way to reduce fuel load to acceptable levels.</p> <p>The comments in relation to AS 3959 construction standards are also noted, although it is considered that due to the topography and vegetation types, only a dwelling on Lot X should be constructed to Bushfire Attack Level (BAL) 29. Any dwelling on Lot T should also be constructed to BAL 19. AS 3959, as a building standard, cannot be retrospectively applied to the existing dwelling on Lot Y.</p>	<p><i>prepared for Lots T – Y, to address weed management in both degraded areas and the 'Conservation of Flora and Fauna Areas'.</i></p> <p>Provision 9.9 shall be reworded as follows:</p> <p><i>"All new habitable buildings to be erected on Lots T and W shall be constructed to withstand Bushfire Attack Level (BAL) 19 under Australian Standard 3959 – Construction of Buildings in Bushfire-Prone Areas."</i></p> <p>A new provision 9.10 shall be added with the following wording:</p> <p><i>"All new habitable buildings to be erected on Lot X shall be constructed to withstand Bushfire Attack Level (BAL) 29 under Australian Standard 3959 – Construction of Buildings in Bushfire-Prone Areas."</i></p>

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No.	Name/Address Submitter	of	Summary of Submission	Officer Comment	Staff Recommendation
			<p>DEC recommends that dot point 3 above be expanded to also include weed management <u>within</u> the two major native vegetation areas.</p> <p>3. Fire Management Plan</p> <p>DEC does not support the proposed hazard reduction burning (Sections 5.4.4 and 9.1) within the two major native vegetation remnants as this would permanently reduce ground fuels and lead to the loss of understorey species, thereby also impacting upon fauna habitat.</p> <p>It should be noted that, other than through approved exceptions, regular modification of native vegetation by physical action (e.g. slashing, selective grubbing out or thinning) or regular burning may constitute 'clearing' (<i>Environmental Protection Act 1986</i>, Section 51A (a), (b) and (d)).</p> <p>Furthermore, the Environmental Protection Authority (EPA) has clearly indicated in its advice on this proposed amendment (letter to the City of Albany dated 23 January</p>		

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No.	Name/Address Submitter	of	Summary of Submission	Officer Comment	Staff Recommendation
			<p>2012) that:</p> <p>“...building envelopes/development, access ways and associated building protection zones <u>and hazard reduction zones are located only in existing cleared areas</u>” (our underlining).</p> <p>In order to avoid damage to the vegetation in this manner and meet the EPA advice, the minimum fire protection building construction standard should be raised from BAL 19 to BAL 29 across the subject land, thereby significantly reducing, or negating altogether, the need for any fire hazard separation zone beyond the 20m Building Protection Zones which are presently proposed in already cleared areas, thereby meeting the EPA advice. Amendment of building envelope locations to increase separation from the native vegetation blocks may also be applied. There should be no exemption for existing residential buildings which should therefore be modified and retrofitted to meet BAL 29 standards if necessary.</p>		

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No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
9	Ms N Atanassoff PO Box 5471 ALBANY WA 6332	<p>Submits the following concerns, queries and comments in relation to the proposed amendment:</p> <ol style="list-style-type: none"> 1. I could not find Lot A in the Plan, which lot would that be? 2. What is a Conservation of Flora Fauna Area? Does this mean existing areas cannot be cleared? 3. The wildlife corridor is a fantastic idea, but does not seem to go anywhere. For a corridor to function it must allow animals to move through the area. 4. Lot U's building envelope seems too close to Hortin's property. I was under the impression that one must be about 200m away from the fence line. 5. Could you please justify Lot T's special status? No other landowner around the Torbay Hill can have more than one dwelling, a craft studio, a restaurant, a nursery, etc. The blocks that have been subdivided in the past are for residential living only. Given the small size of the olive grove, I object to the idea of having special provisions for Lot T. The Cosy Corner Chalets struggle with high vacancies at the moment, so there is no 	<p>Lot A refers to an existing lot on the subdivision guide plan for the adjacent 'Special Rural' zoned land.</p> <p>Conservation of Flora and Fauna Areas are existing areas of good quality bushland that will be retained for this purpose and protected from clearing.</p> <p>The wildlife corridor on the proposed Subdivision Guide Plan connects to the wildlife corridor identified on the Subdivision Guide Plan for the adjoining 'Special Rural' zoned land.</p> <p>It is acknowledged that provision 5.1(a) for 'Special Rural' area No. 30 requires a 100m setback from the 'Rural' zoned land to the north. However, with the provision of a vegetated buffer and Section 70A notification to mitigate potential land use conflict arising from noise and/or spray drift nuisance, it is considered that an exception can be made for Lot U.</p>	The submission is noted.

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SCHEDULE OF SUBMISSIONS

No.	Name/Address of Submitter	Summary of Submission	Officer Comment	Staff Recommendation
		<p>need for further chalets. A garden centre and horticulture is not in line with what is happening in the surrounding area and there is an existing restaurant 100m away.</p> <p>6. May I suggest that ALL dwellings must be bushfire-proof?</p> <p>The rest of the subdivision seems well thought out.</p>	<p>Lot T has been given provision for additional uses to be developed to improve the viability of the olive grove.</p> <p>Only the dwellings constructed on lots adjacent to bushland (Lots T, W and X) require construction to AS 3959. The house on Lot Y is existing and this requirement cannot be applied retrospectively.</p>	
10	<p>Mr R Hortin Hortin Grazing Co. Pty Ltd 2458 Lower Denmark Road KRONKUP WA 6330</p>	<p>I am concerned about the close proximity of the building envelopes to our western boundary, as we operate a dairy farm on this land, which involves spraying both insecticides and herbicides.</p> <p>I would like to see an effective buffer zone along our boundary, as is indicated on the western side of the olive grove.</p> <p>A special provision could also be placed on the subdivision to protect our right to continue farming into the future without intrusion from this project.</p>	<p>To mitigate potential land use conflict, it is recommended that an additional vegetated buffer be incorporated into the Subdivision Guide Plan on the northern boundary of Lot U to mitigate any potential land use conflict with the dairy farm to the north.</p> <p>Similarly, it is recommended that the proposed Section 70 notifications to be placed on titles at the time of subdivision, advising future purchasers of the ongoing operation of the olive grove, be expanded to include a reference to the dairy farm as well.</p>	<p>The submission is upheld.</p> <p><u>Modifications required:</u></p> <p>A vegetated buffer, similar to that proposed for the eastern boundary of Lot T shall be applied to the northern boundary of Lot U on the Subdivision Guide Plan.</p> <p>Provision 11.0(d) shall be reworded as follows:</p> <p><i>“At the time of subdivision, Council may recommend that a Section 70A notification be placed on titles of Lots U, V, W, X and Y advising future purchasers that they may be affected by the operations associated with existing farming</i></p>

CITY OF ALBANY TOWN PLANNING SCHEME No. 3

AGENDA ITEM 2.5 REFERS

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SCHEDULE OF SUBMISSIONS

No.	Name/Address Submitter	of Summary of Submission	Officer Comment	Staff Recommendation
				<i>activities in the area, inclusive of the Olive Grove on Lot T and the dairy farm to the north."</i>

2.6: DEVELOPMENT APPLICATION – RESTAURANT ADDITIONS ALTERATIONS

Land Description	:	(Reserve 26149 Lot 651) No.2 Flinders Parade, Middleton Beach.
Proponent	:	H & H Architects Acting on behalf of the lessee, Marwick Family Trust
Owner	:	City of Albany
Business Entity Name	:	N/A
Attachments	:	Plans
Responsible Officer(s)	:	E/Director Planning and Development Services (D Putland)

Maps and Diagrams:



IN BRIEF

- A development application has been received for an extension and alterations to an existing kiosk and restaurant (previously known as Calamari's) at No.2 Flinders Parade, Middleton Beach.

RECOMMENDATION

**TEM 2.6: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR CALLEJA
SECONDED: COUNCILLOR HOLDEN**

That Council notes its previous resolutions made at the Special Council Meeting of 1/05/2012 Item 6.2;and

THAT Council resolves;

- 1. to ISSUE a Notice of Planning Scheme consent for the change in use ,extensions and alterations subject to the following conditions:**
 - a. The proposal shall comply with any details and/or amendments marked in red as shown on the approved plan.**
 - b. Prior to commencement of development a schedule of materials and colours to be used on the development hereby approved shall be submitted for approval by the City of Albany.**
 - c. Vehicular parking, manoeuvring and circulation areas indicated on the approved plan being constructed, properly drained and sealed to the satisfaction of Council. All parking spaces being marked out and maintained in good repair.**
 - d. The dual use path/cycleway as shown on the approved plan shall be constructed by the applicant to the satisfaction of the City.**
 - e. Stormwater disposal plans and details shall be submitted for approval and constructed to the satisfaction of the City of Albany.**
 - f. The stormwater disposal system shall be maintained as per the approved stormwater details and plans to the satisfaction of the City of Albany.**
 - g. The loading and unloading of goods to and from the premises shall be carried on entirely within the site at all times and shall be undertaken in a manner so as to cause minimum interference with other vehicular traffic.**
 - h. Any lighting device is to be so positioned and shielded so as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries.**
 - i. No processes shall be conducted in the approved structure or machinery, installed, that may cause a detriment to the amenity of that area by reason of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit.**
 - j. No signs shall be erected on the lot without City's approval, in accordance with the City Of Albany's Sign Bylaws.**

CARRIED 9-2

Record of Vote:

Against the Motion: Councillors Bostock and Dowling

BACKGROUND

1. This application is for change of use and extension of the alfresco area and alterations to an existing restaurant (formerly known as Calamari's) at No.2 Flinders Parade, Middleton Beach.
2. The subject land is a reserve for parks and recreation, owned by the crown and vested with the City of Albany with the power to lease.
3. The subject land is primarily used for public recreation and includes public walk ways, public toilet facilities, a children's play park, picnic facilities and restaurant & kiosk.
4. A long term lease of the existing restaurant and kiosk was recently agreed to.
5. The extension of the alfresco area is proposed for an area that currently forms part of the public walkway and recreation area and therefore will result in the realignment of the public walkway and a minor encroachment into the play park area.
6. The application for the extension of the alfresco area and associated earthworks and landscaping improvements requires Councils planning approval.

DISCUSSION

7. The refurbishment and "facelift" of the restaurant is considered an essential part of the restaurant's marketing and commercial viability. It will also have a positive impact on the amenity and vibrancy of the Middleton Beach area.
8. The proposed work to the restaurant includes the internal alterations to the restaurant and kiosk area, an upgrade of the facade of the building and creating direct under cover access from the restaurant to the public toilets.
9. A change of use is also proposed for the existing restaurant area to include a Meeting room Gallery, Office and a Kiosk.
10. The proposed works also includes the development of a new alfresco area, earthworks and landscape improvements and associated upgrade of the stormwater drainage infrastructure.
11. The proposed change in use, alterations and extension to an established use is appropriate and in accordance with the intended use of the reserve.
12. The proposed development will not detrimentally affect the functioning of the Play park and or the public access way.
13. As this application is proposing substantial alterations to a City asset, it is considered appropriate that this application be referred to Council for determination.

GOVERNMENT CONSULTATION

14. No government consultation was required or undertaken

PUBLIC CONSULTATION / ENGAGEMENT

15. The application was advertised in the local paper. The advertising finished on 24 April 2012.

STATUTORY IMPLICATIONS

16. Town planning scheme 1A part II - reserved land includes the following clauses that is relevant to this application;

“Reservation of land and development thereof

- 2.1 Land set aside under this Scheme for the purposes of a reservation is deemed to be reserved for the purposes indicated on the Scheme Map.
- 2.2 Except as otherwise provided in this part a person shall not carry out any development on land reserved under this Scheme, other than the erection of a boundary fence, without first applying for and obtaining the written approval of the Council.
- 2.3 In giving its approval to carry out development the Council shall have regard to the ultimate purpose intended for the reserve and shall in the case of land reserved for the purposes of a public authority confer with that authority before giving its approval.
- 2.4 Subject to Part V of the Scheme, no provision of this Part shall prevent the continued use of land for the use for which it was being lawfully used immediately prior to the Scheme having the force of law, or the repair and maintenance, for which the prior consent in writing of the Council has been obtained, of buildings or works lawfully existing on the land.”

STRATEGIC IMPLICATIONS

17. ***Strategic Implications***

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

Key Focus Area

Sustainability and Development

Community Priority

Tourism development

- *Improve and expand tourism infrastructure and attractions.*
- *Encourage diversity in tourism product, including food and wine, indigenous tourism, heritage tourism, through partnerships with key tourism stakeholders*

POLICY IMPLICATIONS

18. The subject site is in close proximity to but falls just outside of The City of Albany's Middleton Beach Tourist precinct policy, there is therefore no policy implications directly related to this site.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>If Council refuse this application, the building will remain in its current poor condition.</i>	<i>Likely</i>	<i>Moderate</i>	<i>High</i>	<i>Council will need to allocate funding in future budgets for the upgrading and maintenance of the asset.</i>

FINANCIAL IMPLICATIONS

20. The financial implications pertaining to this application have previously considered by Council at the Special Council Meeting held on 1 May 2012

LEGAL IMPLICATIONS

21. If Council refused the application, the proponent would then be entitled to seek a review of that decision with the State Administrative Tribunal.

ALTERNATE OPTIONS

22. Council has the option to refuse to grant Planning Scheme Consent for the proposed changes.

SUMMARY CONCLUSION

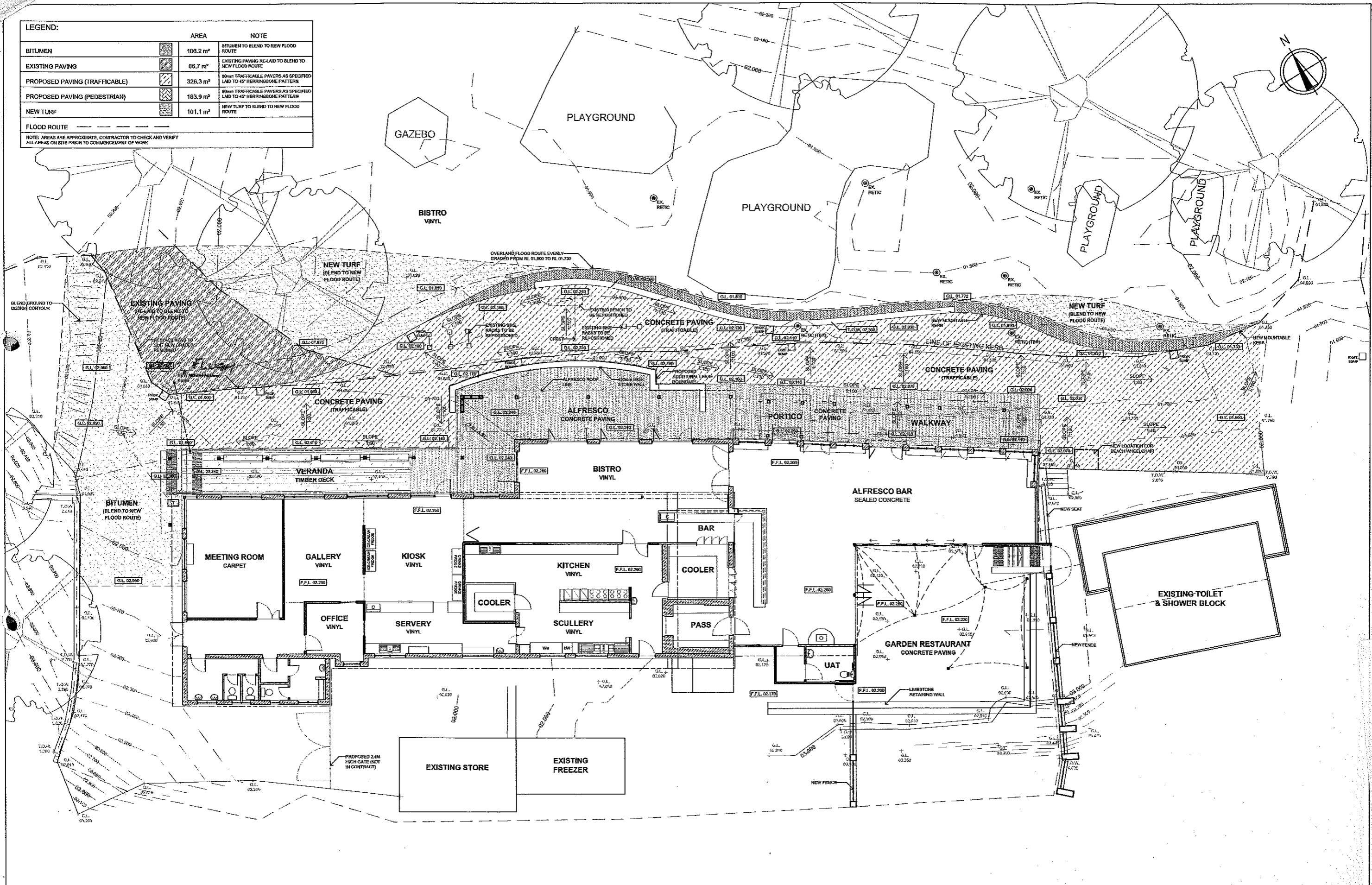
23. The proposed alterations and extension to an established use is in accordance with the intended use of the reserve and is unlikely to detrimentally affect the functioning of the Play park and or the public access way.

24. The proposed work to the restaurant that includes the upgrade of the facade of the building the development of a new alfresco area, landscape improvements will have a positive impact on the amenity and vibrancy of the Middleton Beach area.

Consulted References	:	Town Planning Scheme No.1A
File Number (Name of Ward)	:	A133837 (FREDERICKSTOWN WARD)
Previous Reference	:	Nil

LEGEND:	AREA	NOTE
	106.2 m ²	BITUMEN TO BLEND TO NEW FLOOD ROUTE
	86.7 m ²	EXISTING PAVING RE-LAID TO BLEND TO NEW FLOOD ROUTE
	326.3 m ²	80mm TRAFFICABLE PAVERS AS SPECIFIED LAD TO 45° HERRINGBONE PATTERN
	163.9 m ²	80mm TRAFFICABLE PAVERS AS SPECIFIED LAD TO 45° HERRINGBONE PATTERN
	101.1 m ²	NEW TURF TO BLEND TO NEW FLOOD ROUTE
		FLOOD ROUTE

NOTE: AREAS ARE APPROXIMATE. CONTRACTOR TO CHECK AND VERIFY ALL AREAS ON SITE PRIOR TO COMMENCEMENT OF WORK



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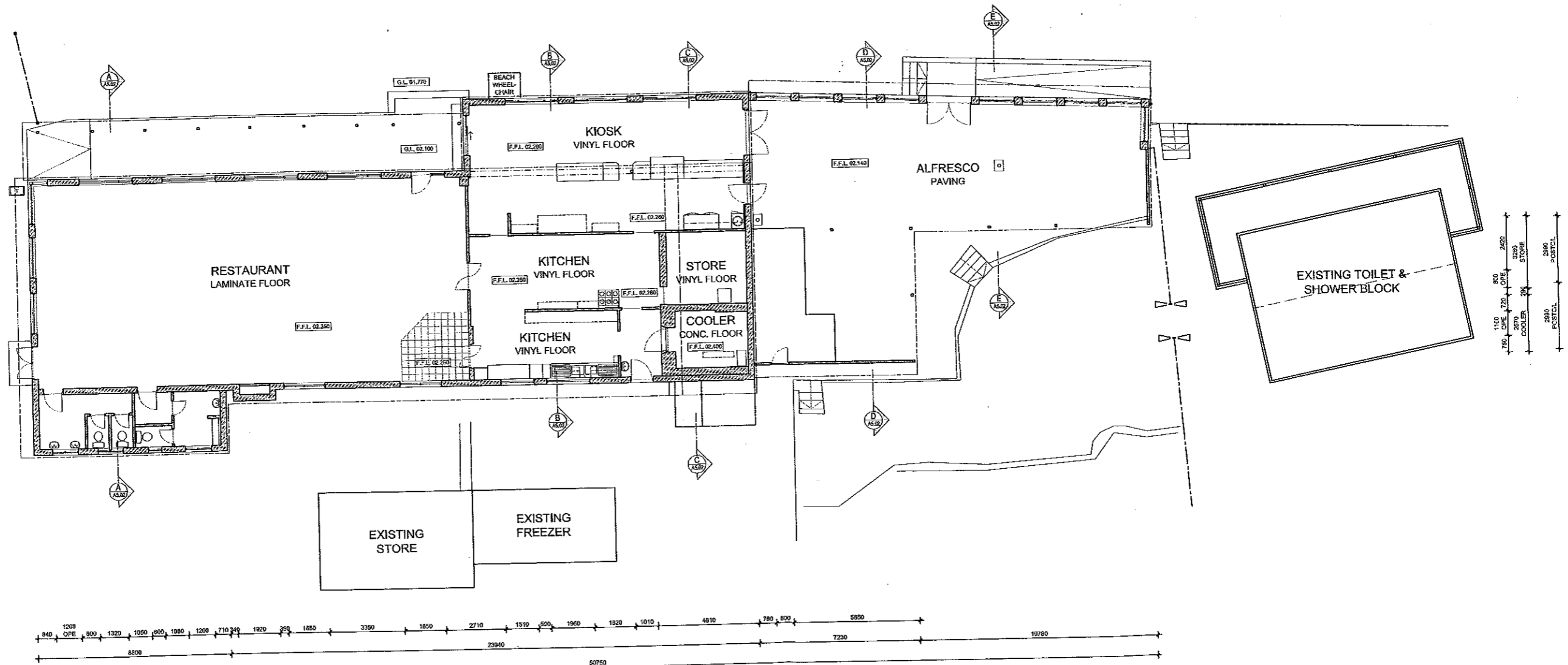
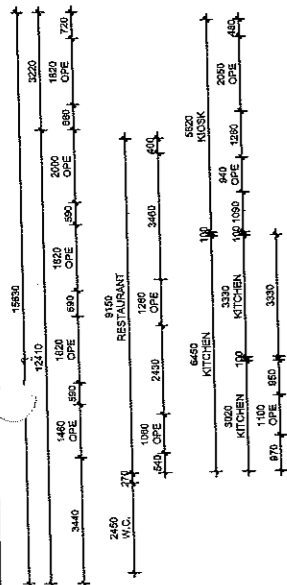
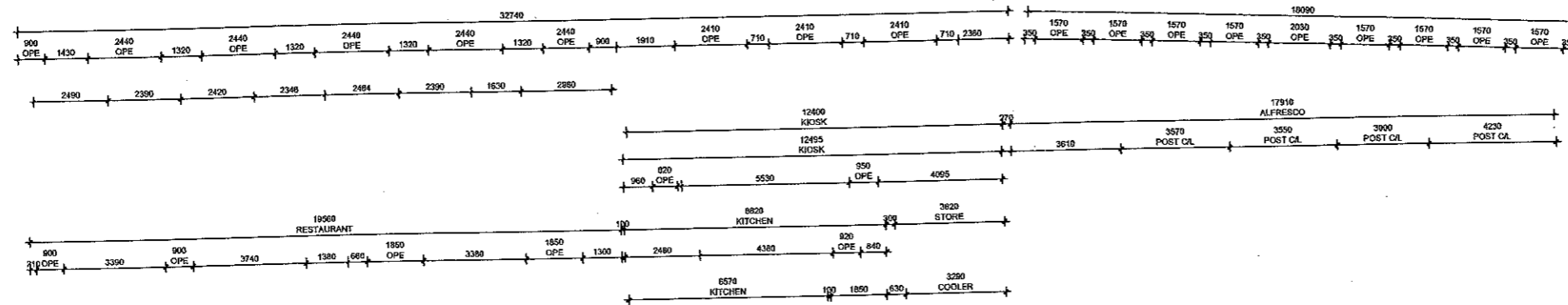
REV	DATE	DESCRIPTION

H+H architects

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PROJECT	KIOSK, CAFE & RESTAURANT @ MIDDLETON BEACH ALBANY		
CLIENT	MARWICK FAMILY		

DRAWING	PROPOSED SITE PLAN		
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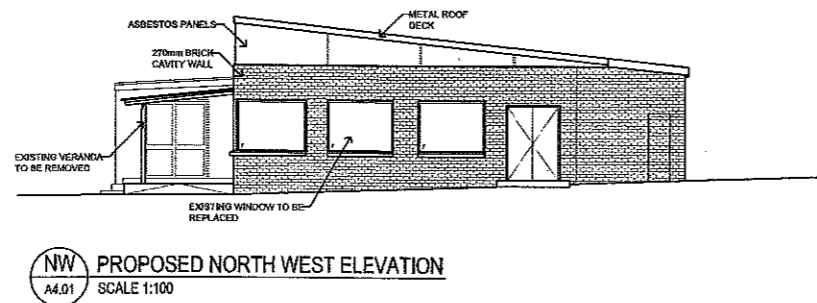
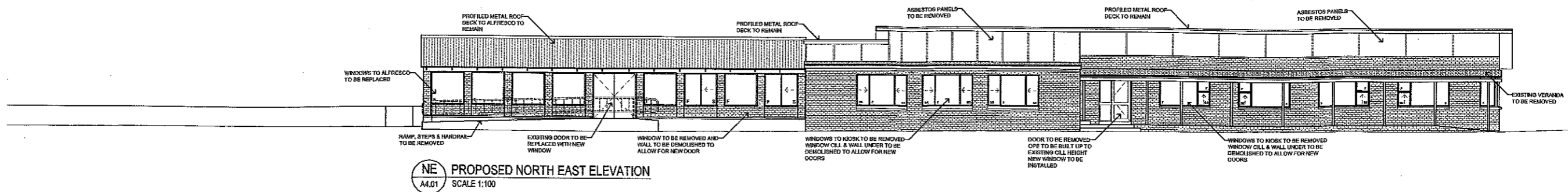
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PROJECT
**KIOSK, CAFE & RESTAURANT
@ MIDDLETON BEACH ALBANY**

CLIENT
MARWICK FAMILY

DRAWING		SCALE	
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DATE	27-04-2012	DWG NO.	A2.01
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REV	DATE	DESCRIPTION

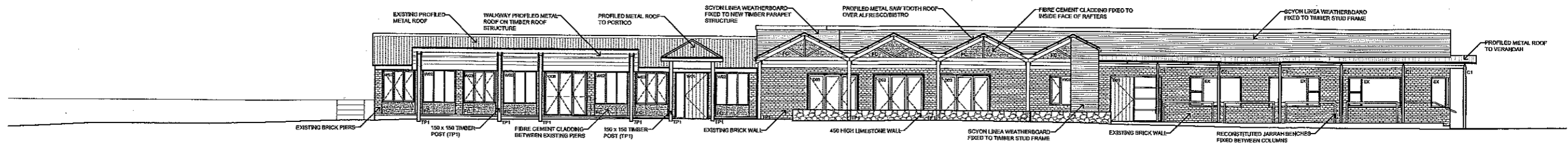
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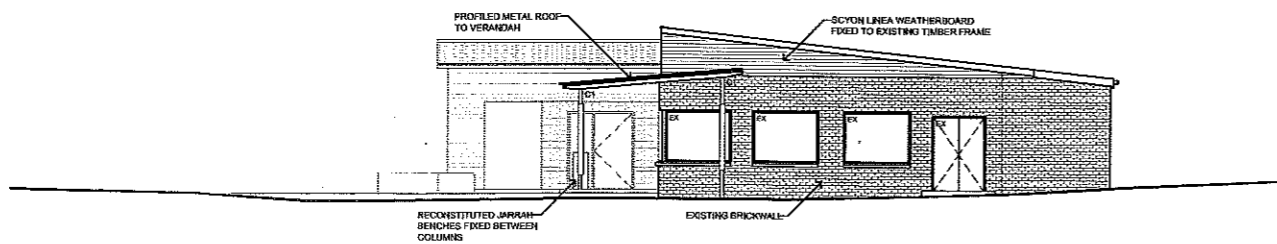
PROJECT
KIOSK, CAFE & RESTAURANT @ MIDDLETON BEACH ALBANY

CLIENT
MARWICK FAMILY

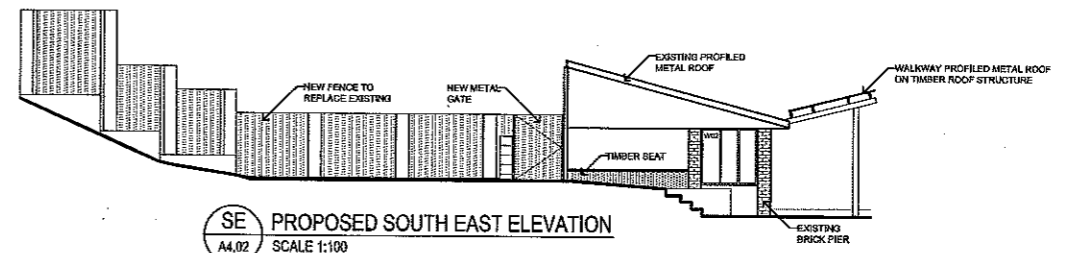
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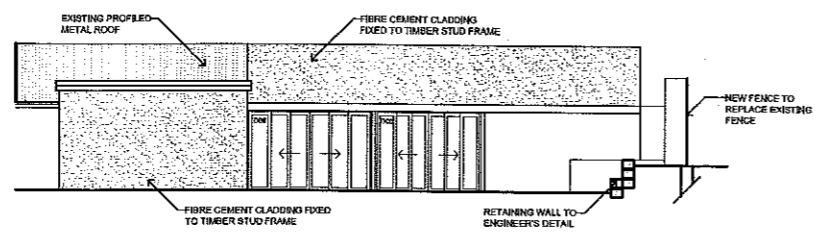
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NW PROPOSED NORTH WEST ELEVATION
A4.02 SCALE 1:100



SE PROPOSED SOUTH EAST ELEVATION
A4.02 SCALE 1:100



PROPOSED U.A.T. ELEVATION
SCALE 1:100

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REV	DATE	DESCRIPTION

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PROJECT
KIOSK, CAFE & RESTAURANT @ MIDDLETON BEACH ALBANY

CLIENT
MARWICK FAMILY

DRAWING		SCALE	
PROPOSED ELEVATIONS		1:100 @ A1	
HH PROJ. NO. 7182-12		DATE 27-04-2012	
CAD FILE	DRAWN mt	DWG NO.	REV
PRINCIPAL	CHECKED IH	A4.02	A
	APPROVED DH		

4.1: LIST OF ACCOUNTS FOR PAYMENT – MAY 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)

7.22pm Councillor Stocks left the Chamber after declaring a financial interest in this item.

ITEM 4.1: RESOLUTION

MOVED: COUNCILLOR DUFTY
SECONDED: COUNCILLOR GREGSON

The list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 22 May 2012 totalling \$4,680,065.91 be RECEIVED.

CARRIED 10-0

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 22 May 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	\$190,139.21
Cheques	Totalling	\$25,752.94
Electronic Fund Transfer	Totalling	\$3,142,899.04
Credit Cards	Totalling	\$6,014.73
Payroll	Totalling	\$1,315,259.99
	TOTAL	<u>\$4,680,065.91</u>

- As at 22 May 2012, the total outstanding creditors, stands at **\$1,088,357.98** and made up follows:

Current	\$495,271.98
30 Days	\$297,152.42
60 Days	\$243,935.50
90 Days	\$51,998.08
TOTAL	\$1,088,357.98

4. Cancelled cheques: 28037 to 28053 printed incorrectly and reissued with cheques numbered 28054 – 28070. Cheque 28068 was paid by BPay. Cheque 28057 paid by EFT. Cheque 28067 cancelled due to duplicated entry. Cheque 27909 no longer required.

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 22 May 2012 has been incurred in accordance with the 2011/2012 budget parameters.

POLICY IMPLICATIONS

9. The City's 2011/2012 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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7.23pm: Councillor Stocks returned to the Chamber.

TRUST CHEQUES AND ELECTRONICS FUNDS TRANSFER PAYMENTS

AGENDA ITEM 4.1 REFERS

EFT/CHQ	Date	Name	Description	Amount
EFT74057	03/05/2012	DEPARTMENT OF HOUSING AND WORKS	FULL REFUND OF DEFECTS BOND - MCKAIL STAGE 1A - WAPC 132853	95502.55
EFT74058	03/05/2012	LOWANNA COUNTRY ESTATE	FULL RETURN OF DEFECTS BOND LOT 126 LOWANNA DRIVE WAPC - 136379	26813.00
EFT74059	03/05/2012	J AND B PIPER	FULL RETURN OF DEFECTS BOND LOTS 8,8 & 10 JEFFCOTT STREET LITTLE GROVE - WAPC 135676	32913.75
EFT74060	03/05/2012	DEPARTMENT OF HOUSING AND WORKS	PART RETURN OF DEFECTS BONDS - CLYDESDALE ROAD WAPC 132853 (CITY HOLDING \$6000 OF TOTAL BOND FOR 12 MONTHS TO MONITOR ROAD CRACKING)	34909.91
TOTAL				190,139.21

MASTERCARD TRANSACTIONS - April 2012

Date	Payee	Description	Amount
30-March-2012	Impact Environmental Conference	Mike Richardson - Conference	2,136.90
30-March-2012	Skywest	Flights A McEwan, M Organ Albany/Perth - Perth/Albany - Centenary	1,145.26
31-March-2012	All Seasons Kalgoorlie	Accommodation M Bird - AAA Conference	336.47
10-April-2012	Skywest	Flight D Adeline - Albany/Perth - Perth/Albany - LSWA Country Exchange	386.21
10-April-2012	Skywest	Flight D Adeline - Albany/Perth - Perth/Albany - LSWA Country Exchange	266.86
16-April-2012	IP Australia	Media - Trademark Albany Logo	1,000.00
16-April-2012	Duxton Hotel	Accommodation - Mayor D Wellington - Mediation Meeting - Perth	242.50
			0.00
Various	Sundry < \$ 200.00		500.53
TOTAL			\$ 6,014.73

Payroll - 14th April 2012 - 22 May 2012

18/04/2012	Payroll	421,139.40
20/04/2012	Sundry Pay	9,531.94
20/04/2012	Sundry Pay	1,493.18
27/04/2012	Sundry Pay	3,644.14
27/04/2012	Sundry Pay	4,662.20
02/05/2012	Payroll	433,401.67
03/05/2012	Sundry Pay	4,008.84
04/05/2012	Sundry Pay	275.26
04/05/2012	Sundry Pay	11,747.28
04/05/2012	Sundry Pay	181.79
16/05/2012	Payroll	423,078.42
17/05/2012	Sundry Pay	423.49
TOTAL		1,315,259.99

Chq	Date	Name	Description	AGENDA ITEM 4.1 REFERS
28054	19/04/2012	DAMON ANNISON	MERCHANDISE ORDER	250.28
28055	19/04/2012	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	1157702, 1157703 & 1157705 TELECOMMUNICATIONS TOWERS LICENSE	147.00
28056	19/04/2012	NORMAN FREDERICK JOHN BADGER	TRAVELLING ALLOWANCE	86.40
28058	19/04/2012	ALBERT BUCKROYD	TRAVELLING ALLOWANCE	115.20
28059	19/04/2012	CITY OF SUBIACO	LOST BOOKS	3.30
28060	19/04/2012	CITY OF ARMADALE	LOST / DAMAGED BOOKS	19.95
28061	19/04/2012	DEPARTMENT OF TRANSPORT	PLATE 2918-A	155.00
28062	19/04/2012	DOMINO'S PIZZA ALBANY	CATERING FOR NATIONAL YOUTH WEEK EVENT	93.60
28063	19/04/2012	GIRL GUIDES GREAT SOUTHERN	KIDS SPORT VOUCHERS	1,226.00
28064	19/04/2012	BRIAN HOPE	TRAVELLING ALLOWANCE	460.80
28065	19/04/2012	MARILYN LEBEZ	TRAVELLING ALLOWANCE	222.00
28066	19/04/2012	JOHN ROBERTSON	COUNCILLOR NOMINATION REFUND FEB 2012	80.00
28067	19/04/2012	ST JOHN AMBULANCE AUSTRALIA	FIRST AID TRAINING	165.00
28069	19/04/2012	CRISPIN TRAVERS	COUNCILLOR NOMINATION REFUND FEB 2012	80.00
28070	19/04/2012	WATER CORPORATION	WATER CONSUMPTION	11,053.60
28071	19/04/2012	SCOTT PARK HOMES GREAT SOUTHERN	CROSSOVER SUBSIDY	57.95
28072	26/04/2012	AMP FLEXIBLE LIFETIME SUPER PLAN	Superannuation contributions	756.87
28073	26/04/2012	AMP RSA	Superannuation contributions	309.04
28074	26/04/2012	HESTA SUPER FUND	Superannuation contributions	997.01
28075	26/04/2012	IOOF INVESTMENT MANAGEMENT LTD	Superannuation contributions	798.30
28076	26/04/2012	MEDIA SUPER	Superannuation contributions	316.22
28077	26/04/2012	MLC NOMINEES PTY LTD	Superannuation contributions	381.36
28078	26/04/2012	MLC NOMINEES PTY LIMITED	Superannuation contributions	746.70
28079	26/04/2012	NATIONAL MUTUAL RETIREMENT FUND	Superannuation contributions	386.66
28080	26/04/2012	IOOF GLOBAL ONE (EX SKANDIA GLOBAL)	Superannuation contributions	780.92
28081	26/04/2012	IOOF GLOBAL ONE (EX SKANDIA GLOBAL)	Superannuation contributions	212.68
28082	26/04/2012	SUPERWRAP PERSONAL SUPER PLAN	Superannuation contributions	784.38
28083	26/04/2012	TOWER TRUST LIMITED	Superannuation contributions	309.04
28084	26/04/2012	UNI SUPER	Superannuation contributions	252.58
28085	26/04/2012	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND COMPLIA	Superannuation contributions	294.76
28086	26/04/2012	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION	293.70
28087	26/04/2012	DHARMAPALA BUDDIST CENTRE	REFUND FOR CANCELLATION ON LOTTERIES HOUSE BOOKING	30.00
28088	26/04/2012	DJ LAKIN	SLASH FIREBREAKS	1,386.00
28089	26/04/2012	PETTY CASH - ALBANY AQUATIC AND LEISURE CENTRE	SOCIAL NETBALL UMPIRE FEES	1,900.00
28090	26/04/2012	PETTY CASH - FORTS	PETTY CASH - FORTS	131.95
28091	26/04/2012	TOYWORLD ALBANY	RHYME TIME AND STORY TIME & MUSIC/ACCESSORIES	171.86
28092	27/04/2012	LISA NAYLOR	REFUND FOR ARTISTS WAY WORKSHOP	100.00
28093	27/04/2012	JEFFREY DANIELS	CROSSOVER APPLICATION	196.83

TOTAL

\$25,752.94

EFT	Date	Name	Description	AGENDA ITEM 4.1 REFERS
EFT73742	19/04/2012	ABA SECURITY	TO INSTALL AND COMMISSION PROXIMITY READER	1,830.73
EFT73743	19/04/2012	AD CONTRACTORS PTY LTD	Litres of catamol (emulsion) for the Rural Patching	1,023.00
EFT73744	19/04/2012	AIRSERVICES AUSTRALIA	JAN-MARCH AIRPORT ALBANY	41,926.91
EFT73745	19/04/2012	ALBANY ADVERTISER LTD	MATT BIRD RE AIRPORT UPDATE PUBLICATION ALBANY ADVERTISER	1,303.68
EFT73746	19/04/2012	ALBANY TOYOTA	VEHICLE PARTS/MAINTENANCE	582.76
EFT73747	19/04/2012	ALBANY INDUSTRIAL SERVICES PTY LTD	HIRE OF SEMI TIPPER	4,798.75
EFT73748	19/04/2012	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	764.28
EFT73749	19/04/2012	ALBANY REFRIGERATION	REFRIGERATION & AIRCONDITIONING REPAIRS & MAINTENANCE	808.50
EFT73750	19/04/2012	ALBANY OFFICE PRODUCTS - NORTH ROAD	NORTH ROAD STATIONERY	300.25
EFT73751	19/04/2012	ALBANY NEWS DELIVERY	NEWSPAPER DELIVERIES	88.45
EFT73752	19/04/2012	ALBANY AND REGIONAL VOLUNTEER SERVICE	NATIONAL STANDARDS TRAINING COURSE	150.00
EFT73753	19/04/2012	ALBANY MILK DISTRIBUTORS	MILK DELIVERY	308.00
EFT73755	19/04/2012	ALBANY JUNIOR SOCCER ASSOCIATION	KID SPORT SUBSIDY	5,805.00
EFT73756	19/04/2012	ALL HOSPITALITY	DEPOT STAFF AMENITIES	69.95
EFT73757	19/04/2012	ALL EVENTS PROSOUND HIRE	EVENTS SOUND	240.00
EFT73758	19/04/2012	AMITY CRAFTS	ART SUPPLIES	247.50
EFT73759	19/04/2012	ANNE LAKE CONSULTANCY	CEO RECRUITMENT EXCERCISE MARCH 2012	5,632.00
EFT73760	19/04/2012	ARDESS NURSERY	PLANTS FOR VERGE	269.25
EFT73761	19/04/2012	DEMELZA ARMSTRONG	REIMBURSEMENT OF FEES PAID FOR HR LICENSE	87.90
EFT73762	19/04/2012	ANNABEL JANE ARNOLD	ART FACILITATOR	660.00
EFT73763	19/04/2012	ART ON THE MOVE	ART FACILITATION	550.00
EFT73764	19/04/2012	ASP ALLOY AND STAINLESS PRODUCTS	JOHN DEERE MOWER BLADES	1,033.30
EFT73765	19/04/2012	ATC WORK SMART	TEMPORARY STAFF	3,879.15
EFT73766	19/04/2012	AUSTRALIA POST	POSTAGE FEES	3,104.89
EFT73767	19/04/2012	BARKERS TRENCHING SERVICES	INSTALL SOAK WELLS AND PIPES	6,058.00
EFT73768	19/04/2012	BATTERY WORLD	AA RECHARGABLE BATTERIES	41.00
EFT73769	19/04/2012	JOHN BEAMON	TRAVELLING ALLOWANCE	414.00
EFT73770	19/04/2012	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	HIRE OF TRAFFIC CONTROL	7,346.71
EFT73771	19/04/2012	BERTOLA HIRE SERVICES ALBANY PTY LTD	DAYS MINI EXCAVATOR HIRE (SOCCER GND & CENT OVAL)	790.90
EFT73772	19/04/2012	BEST OFFICE SYSTEMS	PHOTOCOPIER CHARGES	1,350.17
EFT73773	19/04/2012	BICUBIC	500 DL CARDS 350GSM, MATT LAMINATED	198.00
EFT73774	19/04/2012	PETER HOWARD BIRD	TRAVELLING ALLOWANCE	27.60
EFT73775	19/04/2012	BLACKWOODS	CANS WHITE DY MARK SPRAY & MARK PAINT	57.73
EFT73776	19/04/2012	ROBERT JOHN BLAIR	TRAVELLING ALLOWANCE	136.20
EFT73777	19/04/2012	BOOEASY AUSTRALIA PTY LTD	BOOKINGS FOR AVC	770.00
EFT73778	19/04/2012	BRANDNET PTY LTD T/AS MILITARY SHOP	ORDER AS PER FUNDRAISING CATALOGUE	1,963.90
EFT73779	19/04/2012	WAYNE BRADLEY	FORTS VOLUNTEER TRAVELLING ALLOWANCE	42.00
EFT73780	19/04/2012	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES	795.83
EFT73781	19/04/2012	BULLIVANTS HANDLING SAFETY	Altair 4X Extreme Glow Multi Gas Detector Kit c/w Regulator & Cal Gas Cylinder	1,567.50
EFT73782	19/04/2012	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE/TOOL SUPPLIES	376.76
EFT73783	19/04/2012	KIM MAREE BUNNEY	Rates refund for assessment A51908	628.95

EFT73784	19/04/2012	MARK BYRNES	PROFESSIONAL FEES	AGENDA ITEM 4.1 REFERS	1,890.00
EFT73785	19/04/2012	C&C MACHINERY CENTRE	VEHICLE MAINTENANCE/PARTS		473.75
EFT73786	19/04/2012	CAMTRANS ALBANY PTY LTD	FREIGHT FEES		4,507.04
EFT73787	19/04/2012	CAPE AGENCIES	FUEL SUPPLIES WELLSTEAD B/BRIG		205.00
EFT73788	19/04/2012	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE		17,120.62
EFT73789	19/04/2012	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL		8,392.92
EFT73790	19/04/2012	COCA-COLA AMATIL PTY LTD	SOFT DRINKS FOR ALAC		1,697.02
EFT73791	19/04/2012	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES		774.68
EFT73792	19/04/2012	CONTACH METAL INDUSTRIES	EXPANSION LOCK JOINT HOLDERS		1,650.00
EFT73793	19/04/2012	CORRIGAN, ERIC	TRAVELLING ALLOWANCE		342.80
EFT73794	19/04/2012	HOLCIM (AUSTRALIA) PTY LTD	TONNES OF WASHED 10mm BLUEMETAL		47,338.27
EFT73795	19/04/2012	AL CURNOW HYDRAULICS	VEHICLE PARTS/MAINTENANCE		41.36
EFT73796	19/04/2012	D & K ENGINEERING	FABRICATION OF 4 X FIREGATES AS PER QUOTE.		2,536.60
EFT73797	19/04/2012	35 DEGREES SOUTH	SET OUT CLEARING LINES		192.50
EFT73798	19/04/2012	CGS QUALITY CLEANING	CONTRACT CLEANING		16,149.33
EFT73799	19/04/2012	G & M DETERGENTS & HYGIENE SERVICES ALBANY	SANITARY SERVICES		1,492.81
EFT73800	19/04/2012	EDDIES PEST AND WEED CONTROL	To inspect and report on the bridges as per contract		3,634.40
EFT73801	19/04/2012	ELLEKER GENERAL STORE	FUEL PURCHASE		125.47
EFT73802	19/04/2012	EVERTRANS	VEHICLE REPAIRS		1,133.00
EFT73803	19/04/2012	EYERITE SIGNS	SIGNS		143.00
EFT73804	19/04/2012	FAT CATS CARWASH	CAR DETAILING		44.00
EFT73805	19/04/2012	THE FIXUPPERY	CLEANING CONTRACT		1,032.02
EFT73806	19/04/2012	FRANEY & THOMPSON	METRES OF REEDED PINE DECKING		212.52
EFT73807	19/04/2012	GALLERY 500	ART SUPPLIES		568.10
EFT73808	19/04/2012	GLASS SUPPLIERS	GLAZING		527.00
EFT73809	19/04/2012	GREAT SOUTHERN GROUP TRAINING	TEMPORARY STAFF		483.30
EFT73810	19/04/2012	GREAT SOUTHERN INSTITUTE OF TECHNOLOGY	COURSE FEES		429.00
EFT73811	19/04/2012	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING GOODS		331.98
EFT73812	19/04/2012	GREENMAN TRADING COMPANY	PRUNING ALONG FRENCHMAN BAY ROAD		4,125.00
EFT73813	19/04/2012	GYM CARE	SERVICE AND REPAIRS ALAC GYM		3,947.59
EFT73814	19/04/2012	PROTECTOR FIRE SERVICES PTY LTD	FIRE EQUIPMENT MAINTENANCE		255.75
EFT73815	19/04/2012	HARVEY NORMAN ELECTRICAL ALBANY	PRIZES FOR NATIONAL YOUTH WEEK COMPETITION		835.00
EFT73816	19/04/2012	HART SPORT	SPORT EQUIPMENT		251.20
EFT73817	19/04/2012	WILFRED HATTON	TRAVELLING ALLOWANCE		79.20
EFT73818	19/04/2012	HELEN LEEDER-CARLSON	ART FACILITATION		450.00
EFT73819	19/04/2012	JOHN HOBBS	TRAVELLING ALLOWANCE		24.00
EFT73820	19/04/2012	IBM AUSTRALIA LTD	MONTHLY SCHEDULE		1,307.08
EFT73821	19/04/2012	FAILEEN JAMES	DINNER WITH CONSULTANTS AND ED APPOINTMENT		60.00
EFT73822	19/04/2012	JJ'S HIAB SERVICES	BEING FOR THE PICK UP OF THE CITY OF ALBANY PONTOON FROM THE ELLEKER		88.00
EFT73823	19/04/2012	JOHN KINNEAR AND ASSOCIATES	SURVEYING		906.40
EFT73824	19/04/2012	GEORGE KAVANAGH	TRAVELLING ALLOWANCE		264.00
EFT73825	19/04/2012	KEY2DESIGN	WEB DEVELOPMENT		148.50

EFT73826	19/04/2012	KLB SYSTEMS	COMPUTER HARDWARE SUPPLIES	AGENDA ITEM 4.1 REFERS	3,960.00
EFT73827	19/04/2012	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE		1,433.04
EFT73828	19/04/2012	KOOKAS CATERING	CATERING		2,380.00
EFT73829	19/04/2012	LATRO LAWYERS	LEGAL FEES		1,075.80
EFT73830	19/04/2012	LGNET	EMPLOYMENT ADVERTISING		924.00
EFT73831	19/04/2012	LOADTEK AUST	HYDRAULIC PARTS & SERVICES		153.32
EFT73832	19/04/2012	DEPARTMENT OF LOCAL GOVERNMENT	LG STANDARDS PANEL'S NON-DEPARTMENT MEMBERS FEES & ALLOWANCES		2,330.30
EFT73833	19/04/2012	LORLAINE DISTRIBUTORS PTY LTD	SUPPLIES		124.40
EFT73834	19/04/2012	LOWER KING LIQUOR & GENERAL STORE	RED WINE		353.30
EFT73835	19/04/2012	ALBANY PARTY HIRE	ART PRIZE		408.50
EFT73836	19/04/2012	PHILLIP MCKINNON	TRAVELLING ALLOWANCE		315.00
EFT73837	19/04/2012	JAMES MCLEAN	ART FACILITATOR		1,067.00
EFT73838	19/04/2012	MIDALIA STEEL PTY LTD	STEEL SUPPLIES		14.15
EFT73839	19/04/2012	MIRA MAR VETERINARY SERVICES	VET SERVICES		155.00
EFT73840	19/04/2012	DAWSON MOORE	TRAVELLING ALLOWANCE		180.00
EFT73841	19/04/2012	MT BARKER COMMUNICATIONS	TWO WAY RADIO REPAIRS		33.00
EFT73842	19/04/2012	NATALIE RADIVOJEVIC	ART FACILITATION		3,060.00
EFT73844	19/04/2012	JOHN WILLIAM NELSON	Rates refund for assessment A161000		426.10
EFT73845	19/04/2012	NEVILLES HARDWARE & BUILDING SUPPLIES	BUILDING SUPPLIES		9.27
EFT73846	19/04/2012	NEWBYS AUTOMOTIVE ELECTRICIANS	VEHICLE PARTS/REPAIRS		623.80
EFT73847	19/04/2012	ALBANY COMMUNITY PHARMACY	PROTECTIVE CLOTHING		168.75
EFT73848	19/04/2012	DAVID NORTHERN	TRAVELLING ALLOWANCE		180.00
EFT73849	19/04/2012	PETER O'CONNELL	TRAVELLING ALLOWANCE		187.20
EFT73850	19/04/2012	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES		249.32
EFT73851	19/04/2012	OMNITECH PLAYGROUNDS	PLAYGROUND PRESERVATION		396.00
EFT73852	19/04/2012	PARALLAX PRODUCTIONS PTY LTD	CONSULTATION AND DESIGN		1,914.00
EFT73853	19/04/2012	PERTH FM RADIO PTY LTD	VO FEE -MIX 94.5 GUEST TOWN RADIO.		396.00
EFT73854	19/04/2012	HANSON CONSTRUCTION MATERIALS PTY LTD	SLUMP CONCRETE		2,359.72
EFT73855	19/04/2012	AMANDA PORRITT	TRAVELLING ALLOWANCE		126.00
EFT73856	19/04/2012	PROTECTOR ALSAFE INDUSTRIES PTY LTD	BUSH FIRE EQUIPMENT		521.00
EFT73857	19/04/2012	RAILWAYS FOOTBALL CLUB	KID SPORT SUBSIDY		560.00
EFT73858	19/04/2012	RAYS SPORTS POWER	TRAINING EQUIPMENT		307.50
EFT73859	19/04/2012	SCOTT REITSEMA	STAFF TRAVEL EXPENSES		225.00
EFT73860	19/04/2012	DOUGLAS REITZE	TRAVELLING ALLOWANCE		100.80
EFT73861	19/04/2012	ALBANY TRAFFIC CONTROL	HIRE OF TRAFFIC CONTROL		825.00
EFT73862	19/04/2012	ROYAL LIFE SAVING SOCIETY AUSTRALIA	TRAINING		275.50
EFT73863	19/04/2012	UNITED TOOLS ALBANY	HARDWARE/TOOL SUPPLIES		52.50
EFT73864	19/04/2012	SECUREPAY PTY LTD	WEB SECURITY		45.05
EFT73865	19/04/2012	SESCO SECURITY	SECURITY		115.83
EFT73866	19/04/2012	SHEILAH RYAN	ART FACILITATOR		390.00
EFT73867	19/04/2012	SKILL HIRE WA PTY LTD	TEMPORARY STAFF		11,554.29
EFT73868	19/04/2012	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE		202.00

EFT73869	19/04/2012	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	AGENDA ITEM 4.1 REFERS	547.09
EFT73870	19/04/2012	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING SUPPLIES FOR ALAC		2,300.18
EFT73871	19/04/2012	SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES		1,147.03
EFT73872	19/04/2012	DEPARTMENT OF PREMIER & CABINET	GOVERNMENT GAZETTE ADVERTISING		3,731.00
EFT73873	19/04/2012	ST JOHN AMBULANCE AUSTRALIA	FIRST AID TRAINING		2,419.50
EFT73874	19/04/2012	MERVYN STRANGE	TRAVELLING ALLOWANCE		72.00
EFT73875	19/04/2012	SUGGS TIMBER MACHINING	BUILDING MAINTENANCE		451.00
EFT73876	19/04/2012	ALBANY LOCK SERVICE	E3 PADLOCK FOR ALAC GATE		66.95
EFT73877	19/04/2012	SUPER CHEAP AUTOS	CD PLAYER		98.10
EFT73878	19/04/2012	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES		1,026.65
EFT73879	19/04/2012	T & C SUPPLIES (RANGERS)	HARDWARE SUPPLIES		40.29
EFT73880	19/04/2012	THE VEGIE SHOP	GROCERIES		401.68
EFT73881	19/04/2012	THINKWATER ALBANY	RETICULATION REPAIRS/MAINTENANCE		2,687.52
EFT73882	19/04/2012	TOTAL EDEN	HUNTER ACC CONTROLLER 12 STATION MULTI WIRE		12,989.23
EFT73883	19/04/2012	TOTAL PACKAGING (WA) PTY LTD	CARTON OF DISPENSERS		85.80
EFT73884	19/04/2012	TOTAL GREEN RECYCLING	E-WASTE RECYCLING		2,998.34
EFT73885	19/04/2012	TRUCKLINE	VEHICLE PARTS		63.04
EFT73886	19/04/2012	TRU-BLU GROUP PTY LTD	HIRE OF IMPACT WRENCH		252.45
EFT73887	19/04/2012	RICHARD TURPIN	TRAVELLING ALLOWANCE		78.00
EFT73888	19/04/2012	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	GREEN WASTE		1,058.00
EFT73889	19/04/2012	VERVE ST DESIGN	ART PRIZE DESIGNS		4,250.00
EFT73890	19/04/2012	MICHAEL D. WALKER	TRAVELLING ALLOWANCE		210.00
EFT73891	19/04/2012	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING		1,390.50
EFT73892	19/04/2012	WELLSTEAD COMMUNITY RESOURCE CENTRE INC.	LIBRARY EFFECTS		5.10
EFT73893	19/04/2012	WESTRAC EQUIPMENT PTY LTD	VEHICLE PARTS		1,540.47
EFT73894	19/04/2012	LANDMARK LIMITED	ROLLS OF 1.8 CHICKEN NETTING		3,836.80
EFT73895	19/04/2012	WESTSHRED DOCUMENT DISPOSAL	DOCUMENT DISPOSAL		313.50
EFT73896	19/04/2012	WESTERN WORK WEAR	WORK WEAR		300.00
EFT73897	19/04/2012	THE WINDOW WASHER MAN	CLEANING		38.00
EFT73898	19/04/2012	WOOD AND GRIEVE ENGINEERS	ALTERNITAVE LAYOUTS		3,564.00
EFT73899	19/04/2012	WURTH AUSTRALIA PTY LTD	PLANT PARTS		82.65
EFT73900	19/04/2012	ZENITH LAUNDRY	LINEN HIRE		63.57
EFT73901	24/04/2012	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES		916.07
EFT73902	24/04/2012	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES		11,060.34
EFT73903	26/04/2012	ALBANY COMMUNITY HOSPICE	Payroll deductions		44.00
EFT73904	26/04/2012	AMP SUPERANNUATION LIMITED	Superannuation contributions		1,576.97
EFT73905	26/04/2012	AUSTRALIAN TAXATION OFFICE	Payroll deductions		233,433.98
EFT73906	26/04/2012	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions		3,771.60
EFT73907	26/04/2012	AUSTRALIAN PRIMARY SUPERANNUATION FUND	Superannuation contributions		319.88
EFT73908	26/04/2012	AUSTRALIAN SUPER	Superannuation contributions		1,327.11
EFT73909	26/04/2012	AUSTRALIAN ETHICAL SUPERANNUATION FUND	Superannuation contributions		228.14
EFT73910	26/04/2012	BT SUPER FOR LIFE	Superannuation contributions		741.54

		AGENDA ITEM 4.1 REFERS	
EFT73911	26/04/2012 BT SUPER FOR LIFE	Superannuation contributions	381.36
EFT73912	26/04/2012 CHILD SUPPORT AGENCY	Payroll deductions	467.10
EFT73913	26/04/2012 COLONIAL FIRST STATE ROLLOVER & SUPER FUND	Superannuation contributions	473.82
EFT73914	26/04/2012 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	737.40
EFT73915	26/04/2012 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	912.12
EFT73916	26/04/2012 GENERATIONS PERSONAL SUPER FUND	Superannuation contributions	88.21
EFT73917	26/04/2012 GENERATIONS PERSONAL SUPER FUND	Payroll deductions	449.70
EFT73918	26/04/2012 GENERATIONS PERSONAL SUPER FUND	Superannuation contributions	49.01
EFT73919	26/04/2012 HBF OF WA	Payroll deductions	683.40
EFT73920	26/04/2012 ING INTEGRA SUPER	Superannuation contributions	304.58
EFT73921	26/04/2012 ING ONE ANSWER PERSONAL SUPER	Superannuation contributions	443.11
EFT73922	26/04/2012 ING INTEGRA SUPER	Superannuation contributions	228.43
EFT73923	26/04/2012 MACQUARIE BANK	Payroll deductions	5,133.64
EFT73924	26/04/2012 MACQUARIE BANK LIMITED	Superannuation contributions	2,879.12
EFT73925	26/04/2012 OAK TREE SUPERANNUATION FUND	Superannuation contributions	50.70
EFT73926	26/04/2012 ONEPATH MASTERFUND	Superannuation contributions	1,481.18
EFT73927	26/04/2012 REST SUPERANNUATION	Superannuation contributions	6,359.74
EFT73928	26/04/2012 MARITIME SUPER	Superannuation contributions	114.64
EFT73929	26/04/2012 SPECTRUM SUPER	Superannuation contributions	224.34
EFT73930	26/04/2012 SUMMIT MASTER TRUST PERSONAL SUPERANNUATION PLAN	Superannuation contributions	59.50
EFT73931	26/04/2012 WA LOCAL GOVT SUPERANNUATION	Superannuation contributions	108,610.94
EFT73932	26/04/2012 WAYNE JOHN STEAD PTY LTD SUPERANNUATION FUND	Payroll deductions	1,630.04
EFT73933	26/04/2012 WESTSCHEME	Superannuation contributions	2,558.71
EFT73934	26/04/2012 AD CONTRACTORS PTY LTD	HIRE OF EXCAVATOR	12,934.25
EFT73935	26/04/2012 ALBANY ADVERTISER LTD	ADVERTISING	792.00
EFT73936	26/04/2012 ALBANY TOYOTA	VEHICLE PARTS/MAINTENANCE	241.15
EFT73937	26/04/2012 ALBANY BRAKE AND CLUTCH	Repair air con in Isuzu truck as required	2,107.79
EFT73938	26/04/2012 ALBANY PRINTERS	ADVERTISING	275.00
EFT73939	26/04/2012 ALBANY V-BELT AND RUBBER	PARTS	853.76
EFT73940	26/04/2012 ALBANY SWEEP CLEAN	SWEEPING OF CARPARKS, PATHWAYS AND BOARDWALKS FOR JULY 2011	2,079.00
EFT73941	26/04/2012 ALBANY GATEWAY INCORPORATED	ADVERTISING	279.00
EFT73942	26/04/2012 ALBANY OFFICE PRODUCTS - NORTH ROAD	GRAPHITE FILING CABINET	336.60
EFT73943	26/04/2012 ALBANY QUALITY LAWNMOWING	LAWN MOWING	100.00
EFT73944	26/04/2012 ALBANY COMBINED CABS PTY LTD	CAB FARES	25.80
EFT73945	26/04/2012 ALBANY KAWASAKI	VEHICLES/VEHICLE PARTS/REPAIRS	41.90
EFT73946	26/04/2012 ALBANY INDEPENDENT CARPETS	DEPOSIT FOR 16X CARPET SQUARES	2,400.00
EFT73947	26/04/2012 ALBANY CORK & PARQUETRY	TO SAND JARRAH FLOOR IN DISPLAY AREA	5,208.00
EFT73948	26/04/2012 AMITY PAINTING & DECORATING	PAINTING	726.00
EFT73949	26/04/2012 AMPAC DEBT RECOVERY (WA) PTY LTD	RATES RECOVERABLE COSTS	3,589.27
EFT73950	26/04/2012 ANNE LAKE CONSULTANCY	PROFESSIONAL FEES	4,950.00
EFT73951	26/04/2012 ARTCRAFT PTY LTD	STREET BLADE	585.64
EFT73952	26/04/2012 ATC WORK SMART	TEMPORARY STAFF	7,050.27

EFT73953	26/04/2012	AUDIOCOM ALBANY	MOBILE PHONE	AGENDA ITEM 4.1 REFERS	344.00
EFT73954	26/04/2012	BANSCOTT SUPER FUND	Superannuation contributions		442.85
EFT73955	26/04/2012	BARNESBY FORD	VEHICLES/VEHICLE PARTS/REPAIRS		40.77
EFT73956	26/04/2012	BARKERS TRENCHING SERVICES	DRAINAGE WORKS ON FLINDERS PARADE		6,236.00
EFT73957	26/04/2012	BENNETTS BATTERIES	200 LITRE DRUMS OF RUBIA 15W40 ENGINE OIL		2,182.40
EFT73958	26/04/2012	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	HIRE OF TRAFFIC CONTROL		5,905.85
EFT73959	26/04/2012	BG & E PTY LTD	VARIATION TO CONTRACT - VAR 01 - SURVEY		70,562.25
EFT73960	26/04/2012	BLACKWOODS	8M METRIC TAPE MEASURES - 25ML WIDE		1,694.70
EFT73961	26/04/2012	ALBANY BOBCAT SERVICES	CLEAN UP AT SOCCER GROUND AND AROUND HATELIE LAKES		1,892.00
EFT73962	26/04/2012	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES FOR ALAC		172.72
EFT73963	26/04/2012	CARDNO (WA) PTY LTD	CONDUCT A DUE DILIGENCE REPORT ON LOT 2 HANRAHAN RD		7,394.75
EFT73964	26/04/2012	BUNNINGS BUILDING SUPPLIES PTY LTD	STANLEY LEAF RAKE		20.88
EFT73965	26/04/2012	BUSINESS SOLUTIONS	PLANNING WORKSHOP		650.00
EFT73966	26/04/2012	MARK BYRNES	PROFESSIONAL FEES		1,662.50
EFT73967	26/04/2012	CAMLYN SPRINGS WATER DISTRIBUTORS	WATER REFILLS		276.00
EFT73968	26/04/2012	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE		8,199.35
EFT73969	26/04/2012	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL CONTRACTS		219,339.53
EFT73970	26/04/2012	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE		1,487.94
EFT73971	26/04/2012	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES		72.91
EFT73972	26/04/2012	COURIER AUSTRALIA	FREIGHT FEES		675.01
EFT73973	26/04/2012	CRITERION CONFERENCES	NRM PLANNING		2,088.90
EFT73974	26/04/2012	CRUMPS CANVAS	ONLY BY 4.7M X 2.2M COMSHADE TARPS		974.60
EFT73976	26/04/2012	HOLCIM (AUSTRALIA) PTY LTD	TONNES OF WASHED 10mm BLUEMETAL DELIVERED		32,227.85
EFT73977	26/04/2012	AL CURNOW HYDRAULICS	PLANT REPAIRS		290.19
EFT73978	26/04/2012	CYNERGIC COMMUNICATIONS	SERVICE CHARGES		493.90
EFT73979	26/04/2012	D & K ENGINEERING	REPAIRS TO PLANT EQU		409.20
EFT73980	26/04/2012	DATA #3 LIMITED	SQL SERVER 2008R2 64BIT		1,013.83
EFT73981	26/04/2012	35 DEGREES SOUTH	ADDITIONAL SET OUT OF CLEARING LINE AS REQUESTED		279.68
EFT73982	26/04/2012	DICK SMITH ELECTRONICS	Digitor AC International Adaptor/Sandisk 4GB Cruzer Edge Flash drive		235.82
EFT73983	26/04/2012	EDDIES PEST AND WEED CONTROL	PEST CONTROL		704.00
EFT73984	26/04/2012	EYERITE SIGNS	SIGNWRITING/SIGN PURCHASES		525.80
EFT73985	26/04/2012	THE FIXUPPERY	CLEANING CONTRACT		423.50
EFT73986	26/04/2012	FRANEY & THOMPSON	TIMBER SUPPLIES		116.16
EFT73987	26/04/2012	FUELS WEST PETROLEUM	LITRES DIESEL FUEL		23,331.86
EFT73988	26/04/2012	GALLERY 500	ART SUPPLIES		167.90
EFT73989	26/04/2012	GLASS SUPPLIERS	REGLAZE WINDOWS/DOORS		321.79
EFT73990	26/04/2012	GRAY & LEWIS	PROFESSIONAL FEES		62.15
EFT73991	26/04/2012	GREAT SOUTHERN GROUP TRAINING	TEMPORARY STAFF		2,106.27
EFT73992	26/04/2012	GREAT SOUTHERN SAND AND LANDSCAPING SUPPLIES	HOURS HIRE OF SEMI TIPPER		1,650.00
EFT73993	26/04/2012	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING GOODS		1,722.50
EFT73994	26/04/2012	GREAT SOUTHERN TURF	50 METRES TURF		302.50
EFT73995	26/04/2012	GERRY GREGSON	COUNCILLOR MILEAGE CLAIM FORM		1,552.00

EFT73996	26/04/2012	HARVEY NORMAN COMPUTERS ALBANY	UHF CH RADIO PURCHASE	AGENDA ITEM 4.1 REFERS	286.95
EFT73997	26/04/2012	JIMS TEST AND TAG	Testing and Tagging for the Visitors Centre		842.82
EFT73998	26/04/2012	JOHN KINNEAR AND ASSOCIATES	UNDERTAKE FEATURE SURVEY OF PORTION OF LOT33 NO 100 ROCKY CROSSING RD		1,595.00
EFT73999	26/04/2012	JUDE CODNER	EA TO THE CEO		7,035.00
EFT74000	26/04/2012	KEN FREEGARD FILTER CLEANING	FILTER CLEAN		20.00
EFT74001	26/04/2012	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE		1,104.89
EFT74002	26/04/2012	LA FREEGARD	MULCHING OF DRAINAGE FOR HANRAHAN RD LANDFILL		990.00
EFT74003	26/04/2012	STATE LIBRARY OF WA	LOST/DAMAGED BOOKS		210.10
EFT74004	26/04/2012	LORLAINE DISTRIBUTORS PTY LTD	CLEANING GOODS		58.95
EFT74005	26/04/2012	M & B SALES PTY LTD	BUILDING SUPPLIES		273.24
EFT74006	26/04/2012	ALBANY PARTY HIRE	CHAIR HIRE		253.00
EFT74007	26/04/2012	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS		619.36
EFT74008	26/04/2012	MERRIFIELD REAL ESTATE	RENT ON STORAGE UNIT		18.18
EFT74009	26/04/2012	METROOF ALBANY	BUILDING SUPPLIES		8.82
EFT74010	26/04/2012	MIDALIA STEEL PTY LTD	STEEL SUPPLIES		145.20
EFT74011	26/04/2012	MODERN TEACHING AIDS PTY LTD	TEACHING AIDS		368.50
EFT74012	26/04/2012	NATURE'S ALTERNATIVE	MERCHANDISE ORDER		360.00
EFT74013	26/04/2012	NEVILLES HARDWARE & BUILDING SUPPLIES	BUILDING SUPPLIES		92.78
EFT74014	26/04/2012	NIKANA CONTRACTING PTY LTD	REMOVAL OF RUBBISH		614.24
EFT74015	26/04/2012	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES		685.86
EFT74016	26/04/2012	ORICA AUSTRALIA P/L	CHLORINE SUPPLIES		317.13
EFT74017	26/04/2012	PHILLIPS BROOK	WINE FOR EXHIBITION OPENING		648.00
EFT74018	26/04/2012	HANSON CONSTRUCTION MATERIALS PTY LTD	SLUMP CONCRETE		1,394.14
EFT74019	26/04/2012	PLATTERS GOURME	CATERING		225.00
EFT74020	26/04/2012	PLAYGROUND SOLUTIONS	PLAYGROUD PRESERVATION		1,248.50
EFT74021	26/04/2012	AMANDA PORRITT	STAFF TRAVEL EXPENSES		150.00
EFT74022	26/04/2012	PRECISION LASER SYSTEMS	Service & Calibrate Laser LT-710		137.50
EFT74023	26/04/2012	RAINBOW COAST FENCING	TO SUPPLY AND INSTALL 200MTRES OF HEAVY DUTY STAR PICKET		5,252.50
EFT74024	26/04/2012	REDMOND SAWMILL	BEING FOR THE SUPPLY OF JARRAH		550.00
EFT74025	26/04/2012	LISA SCANLON (CARLYLES)	ANZAC DESIGN MEETING CATERING 17 APRIL 2012		220.00
EFT74026	26/04/2012	G & L SHEETMETAL	GUTTERING		586.30
EFT74027	26/04/2012	SIGNS PLUS	NAME BADGES		152.35
EFT74028	26/04/2012	SKILL HIRE WA PTY LTD	TEMPORARY STAFF		19,809.77
EFT74029	26/04/2012	SOUTHERN TOOL & FASTENER CO	ONLY STIHL BG86 BLOWER		3,115.30
EFT74030	26/04/2012	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING CUPPLIES		750.90
EFT74031	26/04/2012	SPOTLIGHT	FINAL BLINDS PAYMENT		350.00
EFT74032	26/04/2012	STAR SALES AND SERVICE	ONLY PURCHASE OF MAKITA CORDLESS DRILL		445.00
EFT74033	26/04/2012	POSITION PARTNERS	REPAIRS TO GPS AS REQUIRED		789.25
EFT74034	26/04/2012	BLUESCOPE DISTRIBUTION PTY LTD	BUILDING SUPPLIES		708.57
EFT74035	26/04/2012	ST JOHN AMBULANCE AUSTRALIA	FIRST AID KITS		79.00
EFT74036	26/04/2012	STORM OFFICE NATIONAL	ALBANY ART PRIZE PRESENTATION WRAP		32.38
EFT74037	26/04/2012	ALBANY LOCK SERVICE	SUPPLY & INSTALL ROLLER SHUTTER TO RECRODS STORE		1,227.00

EFT74038	26/04/2012	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	AGENDA ITEM 4.1 REFERS	1,618.07
EFT74039	26/04/2012	THE UNIVERSAL SUPER SCHEME	Superannuation contributions		515.23
EFT74040	26/04/2012	THINKWATER ALBANY	IRRIGATION SUPPLIES		4,283.21
EFT74041	26/04/2012	TRU-BLU GROUP PTY LTD	CHAINSAW POLE SAW PRUNER		168.30
EFT74042	26/04/2012	TURPS STEEL FABRICATIONS	BUILDING PERMIT FEE		130.50
EFT74043	26/04/2012	ALBANY TYREPOWER	TYRE PURCHASES/MAINTENANCE		35.00
EFT74044	26/04/2012	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	GREEN WASTE SERVICES		19,745.88
EFT74045	26/04/2012	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING		544.72
EFT74046	26/04/2012	WESTRAC EQUIPMENT PTY LTD	VEHICLE PARTS		2,922.71
EFT74047	26/04/2012	WESTERN WORK WEAR	WORK BOOTS		160.00
EFT74048	26/04/2012	YAKKA PTY LTD	WORK WEAR		619.12
EFT74049	26/04/2012	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE		49.89
EFT74050	27/04/2012	ARTCRAFT PTY LTD	SIGNAGE		2,251.63
EFT74051	27/04/2012	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	HIRE OF TRAFFIC CONTROL		16,770.04
EFT74052	27/04/2012	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES		428.49
EFT74053	27/04/2012	DOWNER EDI WORKS PTY LTD	TONNES OF COLD MIX		3,448.26
EFT74054	27/04/2012	HANSON CONSTRUCTION MATERIALS PTY LTD	SLUMP CONCRETE		2,777.28
EFT74055	27/04/2012	FULTON HOGAN INDUSTRIES	RESEAL ON CHILLINUP ROAD		341,889.17
EFT74056	30/04/2012	ADA MILDRED ALICE MOL	LAND RESUMPTION FOR DRAINAGE PURPOSES		30,000.00
EFT74061	03/05/2012	ABA SECURITY	MONITORING		800.80
EFT74062	03/05/2012	ADVERTISER PRINT	PRINTING, FOLDING AND DELIVERY OF LPS1 PAMPHLET TO CENTENNIAL PARK		7,448.00
EFT74063	03/05/2012	AGCRETE ALBANY	LINERS 1200mm x 600mm		2,102.60
EFT74064	03/05/2012	EDENBORN PTY LTD	CONTRACT MOWING OF VERGES FOR JULY 2011		13,602.30
EFT74065	03/05/2012	ALBANY TOYOTA	VEHICLE PARTS/MAINTENANCE		235.72
EFT74066	03/05/2012	ALBANY SWEEP CLEAN	SWEEP CLEANING		346.50
EFT74067	03/05/2012	ALBANY STATIONERS	STATIONERY		63.00
EFT74068	03/05/2012	ALBANY INDOOR PLANT HIRE	INDOOR PLANT HIRE		1,557.81
EFT74069	03/05/2012	ALBANY OFFICE PRODUCTS - NORTH ROAD	STATIONERY SUPPLIES		1,025.25
EFT74070	03/05/2012	ALBANY MILK DISTRIBUTORS	MILK DELIVERIES		304.50
EFT74071	03/05/2012	ALBANY OFFICE PRODUCTS - ALAC	STATIONERY SUPPLIES		325.00
EFT74072	03/05/2012	ALINTA	GAS USAGE CHARGES 12/3/2012 - 5/4/2012		6,728.95
EFT74073	03/05/2012	ALL EVENTS PROSOUND HIRE	LABOUR TO ERECT AND DISMANTLE BAND SHADE CANOPY		195.00
EFT74074	03/05/2012	ALL-TECH MECHANICAL	BOMAG COMPACTOR REPAIRS		169.40
EFT74075	03/05/2012	AMITY PAINTING & DECORATING	PAINTING AT DAY CARE		2,310.00
EFT74076	03/05/2012	ANNABEL JANE ARNOLD	THE ARTISTS WAY CLASS FACILITAION APRIL 26TH 2012		247.50
EFT74077	03/05/2012	ATC WORK SMART	TEMPORARY STAFF - JOE HAYDEN		9,905.72
EFT74078	03/05/2012	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	RATES DEBT COLLECTION COSTS		267.30
EFT74079	03/05/2012	BAILEYS FERTILISERS	1 TON OF LINSBRU		990.00
EFT74080	03/05/2012	BENNETTS BATTERIES	BATTERIES		114.40
EFT74081	03/05/2012	BERTOLA HIRE SERVICES ALBANY PTY LTD	DAYS HIRE OF 1.5 TON MINI EXCAVATOR		514.80
EFT74082	03/05/2012	BEST OFFICE SYSTEMS	RICOH PRINTER S/N S5409402010		2,242.65
EFT74083	03/05/2012	BLACKWOODS	SAFETY EQUIPMENT		279.18

		AGENDA ITEM 2012 REFERS	
EFT74084	03/05/2012 BLOOMIN FLOWERS	5 X CITY OF ALBANY WREATHS FOR VARIOUS ANZAC MONTHLY FEES	300.00
EFT74085	03/05/2012 BOOKEASY AUSTRALIA PTY LTD	AIRPORT FUEL	2,799.29
EFT74086	03/05/2012 AIR BP	CATERING SUPPLIES	808.68
EFT74087	03/05/2012 BROWNES FOODS OPERATIONS PTY LTD	REIMBURSE FEE FOR APPLICATION NEW SCHEME AMENDMENT	505.37
EFT74088	03/05/2012 BSO DEVELOPMENT CONSULTANTS	LAWN & GARDEN EDGING	600.00
EFT74089	03/05/2012 BUNNINGS BUILDING SUPPLIES PTY LTD	MOSAIC WORKSHOP MATERIALS	37.88
EFT74090	03/05/2012 DOROTHY BURKE	Transport of Albany students to 'The Gathering'	210.00
EFT74091	03/05/2012 BUSY BLUE BUS	FREIGHT CHARGES	2,000.00
EFT74092	03/05/2012 CAMTRANS ALBANY PTY LTD	ELECTRICAL REPAIRS/MAINTENANCE	2,084.50
EFT74093	03/05/2012 J & S CASTLEHOW ELECTRICAL SERVICES	CHEMICAL DRUM WASTE DISPOSAL	309.93
EFT74094	03/05/2012 CHEMSAL	CLEANING AND ENGRAVING OF MAYORAL CHAINS	275.00
EFT74095	03/05/2012 CIPRIAN JEWELLERS	SOFT DRINK SUPPLIES FOR ALAC	200.00
EFT74096	03/05/2012 COCA-COLA AMATIL PTY LTD	CENTENNIAL ART PRIZE CURATOR HOURS	2,467.60
EFT74097	03/05/2012 SUE CODEE	Centennial Park Recreation Precinct Multipurpose Community Facility Feasibility Study and Concept	2,035.00
EFT74098	03/05/2012 COFFEY COMMERCIAL ADVISORY PTY LTD	GROCERIES	19,800.00
EFT74099	03/05/2012 COLES SUPERMARKETS AUSTRALIA PTY LTD	ADVERTISING - VISITORS CENTRE	725.86
EFT74100	03/05/2012 COOK'S TOURS PTY LTD	HOT MIX	825.00
EFT74101	03/05/2012 DOWNER EDI WORKS PTY LTD	PLANT REPAIRS	154.13
EFT74102	03/05/2012 D & K ENGINEERING	Survey works to be done at Corio Road	465.73
EFT74103	03/05/2012 35 DEGREES SOUTH	CLEANING	4,647.50
EFT74104	03/05/2012 CGS QUALITY CLEANING	Sectional Melamine Browser Box	3,962.08
EFT74105	03/05/2012 DVA FABRICATIONS	STAFF MILEAGE CLAIM	565.00
EFT74106	03/05/2012 SIMON EDWARDS	SIGNAGE	31.80
EFT74107	03/05/2012 EYERITE SIGNS	GROCERIES	372.90
EFT74108	03/05/2012 FARM FRESH W/SALERS (VIOLET PARK HOLDINGS P/L	FILTER CLEANING	109.64
EFT74109	03/05/2012 ALBANY FILTER CLEAN	CLEANING CONTRACT	28.00
EFT74110	03/05/2012 THE FIXUPPERY	STAFF TRAVEL EXPENSES CLAIM	228.01
EFT74111	03/05/2012 TAMMY FLETT	FUEL DIESEL	160.20
EFT74112	03/05/2012 FUELS WEST PETROLEUM	SLASHING AND PRUNNING AS DISCUSSED ON SITE FROM REDMOND HAY RIVER	7,456.01
EFT74113	03/05/2012 BILL GIBBS EXCAVATIONS	LEVEL 1 FUANA SURVEY OF PROPOSED COSY CORNER	9,824.38
EFT74114	03/05/2012 SANDRA GILFILLAN	REIMBURSE FEE FOR APPLICATION FOR PLANNING - P2120077	1,440.00
EFT74115	03/05/2012 GODFREYS ALBANY	TONNES OF ASPHALT CORRECTOR TO HUMPHREYS STREET	139.00
EFT74116	03/05/2012 GORDON WALMSLEY PTY LTD	REMOVAL FEE CENTENNIAL ART PRIZE	84,827.50
EFT74117	03/05/2012 GRACE REMOVALS GROUP	VISITORS CENTRE MERCHANDISE	572.00
EFT74118	03/05/2012 GRAPEVINE MARKETING PTY LTD	TEMPORARY STAFF	35.78
EFT74119	03/05/2012 GREAT SOUTHERN GROUP TRAINING	CLEANING GOODS	4,490.14
EFT74120	03/05/2012 GREAT SOUTHERN PACKAGING SUPPLIES	SUBCONTRACTOR PAYMENT - CORPORATE SERVICES - A BROOKS	770.00
EFT74121	03/05/2012 HANSON EXECUTIVE MANAGEMENT	UNIDEN DECT3015 CORDLESS PHONE (FOR AHC)	3,520.00
EFT74122	03/05/2012 HARVEY NORMAN COMPUTERS ALBANY	GN 9330E - JABRA WIRELESS HEADSET	44.00
EFT74123	03/05/2012 HEADSETERA	DELIVERY AT BAY VIEW DRIVE	269.50
EFT74124	03/05/2012 JJ'S HIAB SERVICES		484.00

EFT74125	03/05/2012	JUST SEW EMBROIDERY	ALAC LOGO EMBROIDERY	AGENDA ITEM 4.1 REFERS	465.30
EFT74126	03/05/2012	KLB SYSTEMS	Liebert GXT3 True On-Line 1500VA Double Conversion UPS Rack Mount or Tower.		3,223.00
			Includes Shutdown Software		
EFT74127	03/05/2012	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE		2,325.15
EFT74128	03/05/2012	LA FREEGARD	SUPPLY TRACTOR MULCHER AND CHAINSAW OPERATOR		3,300.00
EFT74129	03/05/2012	LEASE CHOICE	PHOTOCOPIER LEAES V1691100006		1,940.40
EFT74130	03/05/2012	STATE LIBRARY OF WA	LOST BOOKS		62.70
EFT74131	03/05/2012	ALBANY CITY MOTORS	VEHICLE PARTS		9.14
EFT74132	03/05/2012	MC LEVITZKE	VISITORS CENTRE MERCHANDISE		40.00
EFT74133	03/05/2012	JAMES MCLEAN	REPAIRS AND REFURBISHMENT VAC COURTYARD OUTDOOR FURNITURE		1,137.32
EFT74134	03/05/2012	MIDALIA STEEL PTY LTD	STEEL SUPPLIES		9.46
EFT74135	03/05/2012	MISS MAUD SWEDISH HOTEL	1 night accommodation - 18th Apr 2012		218.50
EFT74136	03/05/2012	MT BARKER COMMUNICATIONS	TWO WAY RADIO REPAIRS/MAINT		121.00
EFT74137	03/05/2012	NORMAN DISNEY AND YOUNG	Asset Condition report ALAC - FINAL		8,349.00
EFT74138	03/05/2012	ALBANY COMMUNITY PHARMACY	PHARMACY SUPPLIES		1,605.10
EFT74139	03/05/2012	ORANA CINEMAS ALBANY	ADVERTISING		280.00
EFT74140	03/05/2012	PAINT 'N' QUIP	PAINT SUPPLIES		64.81
EFT74141	03/05/2012	PAULS PET FOODS	PET FOOD		114.00
EFT74142	03/05/2012	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED	LICENCE FEE FOR PUBLIC PERFORMANCE/COMMUNICATION AND/OR REPRODUCTION OF COPYRIGHT MUSIC		294.56
			3 MONTHLY SERVICE THERMAL BOILERS ALAC		2,969.36
EFT74143	03/05/2012	PHILLIP BEST PLUMBING PTY LTD	Centennial Art Prize Catering - 150 people		4,264.00
EFT74144	03/05/2012	PLATTERS GOURME	ANIGOZANTHUS BIG RED		872.60
EFT74145	03/05/2012	PLANT SUPPLY COMPANY	CONTRACTS - MAJOR PROJECTS		5,041.67
EFT74146	03/05/2012	ANGELA POULISH	MERCHANDISE ORDER		457.15
EFT74147	03/05/2012	QUALITY PUBLISHING AUSTRALIA	SINGLE DVD CASES DVD 001		165.25
EFT74148	03/05/2012	SOUNDPACK SOLUTIONS	TONER CARTRIDGE		138.00
EFT74149	03/05/2012	RECHARGE-IT	BEING FOR 4/4.5 1/4.2 OF 200X38		463.98
EFT74150	03/05/2012	REDMOND SAWMILL	INSTALL 120m2 OF BRICK PAVING, INCLUDING DUST AT PEELS		9,619.00
EFT74151	03/05/2012	W P REID	PHOTOCOPIER CHARGES		14,889.49
EFT74152	03/05/2012	RICOH	ART PRIZE JUDGING		1,231.62
EFT74153	03/05/2012	ROBERT ALEXANDER FLOWERS & GRAIN PTY LTD	Hours Hire of Traffic Control 16 April 2012		462.00
EFT74154	03/05/2012	ALBANY TRAFFIC CONTROL	TRAINING FOR ALAC		845.50
EFT74155	03/05/2012	ROYAL LIFE SAVING SOCIETY AUSTRALIA	Artworks for National Year of Reading		270.00
EFT74156	03/05/2012	JAMIE SCALLY	ADMIN ASSISTANCE VAC		195.84
EFT74157	03/05/2012	KAITLYN SEYMOUR	TEMPORARY STAFF		17,507.87
EFT74158	03/05/2012	SKILL HIRE WA PTY LTD	F JAMES 10/4/2012		611.03
EFT74159	03/05/2012	SKYWEST AIRLINES	ELECTRICAL REPAIRS/MAINTENANCE		10,425.77
EFT74160	03/05/2012	SOUTHERN ELECTRICS	ALAC CATERING SUPPLIES		1,381.88
EFT74161	03/05/2012	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	KIDSPORT		425.00
EFT74162	03/05/2012	SOUTHERN EDGE ARTS INC	VISITORS CENTRE MERCHANDISE		680.00
EFT74163	03/05/2012	SPOOL PHOTOGRAPHY	ESL PAYMENT		9,310.00
EFT74164	03/05/2012	ALBANY VOLUNTEER STATE EMERGENCY SERVICE			

EFT74165	03/05/2012	STIRLING CONFECTIONERY PLUS	ALAC CATERING GOODS	AGENDA ITEM 4.1 REFERS	1,509.74
EFT74166	03/05/2012	ST JOHN AMBULANCE AUSTRALIA	FIRST AID KITS TOWN HALL		89.95
EFT74167	03/05/2012	ALBANY LOCK SERVICE	PADLOCK E3 TYPE		1,639.85
EFT74168	03/05/2012	SYNERGY	STREET LIGHTING		77,772.05
EFT74169	03/05/2012	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES		293.12
EFT74170	03/05/2012	THE VEGIE SHOP	GROCERIES		306.47
EFT74171	03/05/2012	THURLBY HERB FARM	MERCHANDISE ORDER		286.12
EFT74172	03/05/2012	TOTAL GREEN RECYCLING	E-WASTE RECYCLING		2,227.50
EFT74173	03/05/2012	TRADELINK PLUMBING SUPPLIES	STORMWATER SUPPLIES		26.30
EFT74174	03/05/2012	TRANSOFT SOLUTIONS (AUSTRALIA) PTY LTD	AUTOTURN MAINTENANCE		360.00
EFT74175	03/05/2012	TRU-BLU GROUP PTY LTD	SUPPLY WACKER PACKER FOR COMPACTION AROUND SUMPS		74.25
EFT74176	03/05/2012	TUDOR HOUSE	AUSTRALIAN FLAG		159.00
EFT74177	03/05/2012	TWO MILE PROJECTS	PROFESSIONAL FEES		11,883.60
EFT74178	03/05/2012	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	GREEN WASTE SERVICE		114.00
EFT74179	03/05/2012	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING		1,112.22
EFT74180	03/05/2012	DENNIS WELLINGTON	REIMBURSEMENT FOR WORK RELATED TRAVEL		254.00
EFT74181	03/05/2012	WA LOCAL GOVERNMENT ASSOCIATION	FILE NO: AV12/12 JOB ACCOUNT		2,157.47
EFT74182	03/05/2012	WESTERN POWER CORPORATION	RELOCATION OF POWER POLE CORNER OF BAY VIEW DRIVE AND ALBANY STREET		1,500.00
EFT74183	03/05/2012	WESTERN WORK WEAR	UNIFORMS		160.00
EFT74184	03/05/2012	WEST-OZ WEB SERVICES	ADVERTISING		80.80
EFT74185	03/05/2012	WILSON MACHINERY	VEHICLE PARTS		818.59
EFT74186	07/05/2012	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION		998.10
EFT74187	07/05/2012	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES		5,412.25
EFT74188	07/05/2012	VODAFONE PTY LTD	SMS MESSAGING SERVICES		98.00
EFT74189	07/05/2012	WESTERN POWER	WP1859345E - MIDDLETON ROAD		7,987.60
EFT74190	10/05/2012	ABA SECURITY	SECURITY SERVICES		152.41
EFT74191	10/05/2012	ALBANY ADVERTISER LTD	Job Acct: Publication Albany Advertiser and Extra		243.24
EFT74192	10/05/2012	OPTEON (ALBANY AND GREAT SOUTHERN WA)	PROFESSIONAL FEES		550.00
EFT74193	10/05/2012	ALBANY STATIONERS	ART SUPPLIES		39.50
EFT74194	10/05/2012	ALBANY GAS CENTRE PTY LTD	GAS REPAIRS - ALAC		110.00
EFT74195	10/05/2012	ALBANY REFRIGERATION	QUARTERLY AIR CONDITIONING MAINTENANCE LOTTERIES HOUSE		871.75
EFT74196	10/05/2012	ALBANY SURF LIFE SAVING CLUB	HIRE OF LIFE SAVING CLUB ROOM/FIRST AID ROOM - XMAS PAGEANT		575.00
EFT74197	10/05/2012	ALBANY OFFICE PRODUCTS - NORTH ROAD	STATIONERY GOODS		977.95
EFT74198	10/05/2012	ALBANY PSYCHOLOGICAL SERVICES	COUNSELLING SESSIONA		374.00
EFT74199	10/05/2012	ALBANY CENTRAL CABINETS	To make and install desks		9,284.00
EFT74200	10/05/2012	ALBANY MILK DISTRIBUTORS	MILK DELIVERIES		347.58
EFT74201	10/05/2012	ATCO GAS AUSTRALIA PTY LTD	CUT AND CAP GAS MAIN AT ANDERSON PLACE AND RECONNECT		2,187.38
EFT74202	10/05/2012	AMITY PAINTING & DECORATING	The painting of the town hall toilets		2,090.00
EFT74203	10/05/2012	ANDREW HALSALL PHOTOGRAPHY	VISITORS CENTRE MERCHANDISE		180.00
EFT74204	10/05/2012	PAPERBARK MERCHANTS (FORMERLY ANGUS AND ROBERTSON BOOK WORLD)	NEWSPAPERS/BOOKS/MAGAZINES/STATIONERY		505.77
EFT74205	10/05/2012	ANNABEL JANE ARNOLD	THE ARTISTS WAY CLASS FACILITATION 10 MAY 2012		247.50

EFT74206	10/05/2012	ARTCRAFT PTY LTD	STREET SIGNAGE	AGENDA ITEM 4.1 REFERS	1,035.70
EFT74207	10/05/2012	ATC WORK SMART	TEMPORARY STAFF		3,882.29
EFT74208	10/05/2012	AUSTRALIA POST	POSTAGE		2,738.30
EFT74209	10/05/2012	AUSTSWIM LTD	RE-REGISTRATION - TRAINING		130.00
EFT74210	10/05/2012	BARNESBY FORD	VEHICLES/VEHICLE PARTS/REPAIRS		1,255.59
EFT74211	10/05/2012	BAREFOOT CLOTHING MANUFACTURERS	UNIFORMS		440.15
EFT74212	10/05/2012	BARRIER COUNSELLING & PSYCHOLOGICAL SERVICES	COUNSELLING SESSIONS X 6		1,120.00
EFT74213	10/05/2012	BATTERY WORLD	BATTERY PURCHASE		270.00
EFT74214	10/05/2012	BENNETTS BATTERIES	BATTERY PURCHASES		704.00
EFT74215	10/05/2012	BERTOLA HIRE SERVICES ALBANY PTY LTD	HIRE OF POST HOLE DIGGER AS COLLECTED BY MATT KIRKMAN FOR GREENSKILLS		217.80
EFT74216	10/05/2012	ALBANY BITUMEN SPRAYING	REPAIR DRIVEWAYS AT 9 AND 11 LURLINE		1,727.00
EFT74217	10/05/2012	BLACKWOODS	HI VIS 2 TONE YELLOW/GREEN POLO SHIRT LONG SLEEVE SIZE		95.74
EFT74218	10/05/2012	BOC GASES AUSTRALIA LIMITED	GAS CYLINDER RENTALS		203.46
EFT74219	10/05/2012	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES		227.30
EFT74220	10/05/2012	BUILDING AND CONSTRUCTION IND TRAINING FUND	BCITF LEVY COLLECTED FOR APRIL 2012		14,382.49
EFT74221	10/05/2012	BUILDING COMMISSION	BSL LEVY COLLECTED APRIL 2012		6,141.92
EFT74222	10/05/2012	MARK BYRNES	LEGISLATIVE COMPLIANCE WORK TO 1/5/2012		1,925.00
EFT74223	10/05/2012	CABCHARGE AUSTRALIA LIMITED	CAB CHARGES		234.85
EFT74224	10/05/2012	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE		17,414.49
EFT74225	10/05/2012	SYNERGY GRAPHICS	PREPARE ADVERTISING POSTER FOR DINE4DEMENTIA EXPO		218.00
EFT74226	10/05/2012	CENTRO PROPERTIES LIMITED (ALBANY BROOKS GARDEN)	LEASE CHARGES FOR MALL SPACE AT CENTRO		580.00
EFT74227	10/05/2012	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL CONTRACT		238,656.92
EFT74228	10/05/2012	COCA-COLA AMATIL PTY LTD	SOFT DRINK SUPPLIES		572.15
EFT74229	10/05/2012	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES		493.39
EFT74230	10/05/2012	COURIER AUSTRALIA	FREIGHT CHARGES		323.70
EFT74231	10/05/2012	COVS PARTS PTY LTD	VEHICLE PARTS		233.51
EFT74232	10/05/2012	THE LAMINEX GROUP (CULLITY'S)	FASCIA - MOUCHEMORE COTTAGE		323.05
EFT74233	10/05/2012	CYNERGIC COMMUNICATIONS	MANAGED SERVER SERVICES		493.90
EFT74234	10/05/2012	DENMARK NURSERY & FLORIST	PLANTS SUPPLY - ABORIGINAL CORPORATION		2,143.84
EFT74235	10/05/2012	LANDGATE	TITLE SEARCHES		1,800.00
EFT74236	10/05/2012	DEPARTMENT OF REGIONAL DEVELOPMENT AND LANDS	PREPARATION AND EXECUTION OF EASEMENT DOCUMENTS		817.00
EFT74237	10/05/2012	G & M DETERGENTS & HYGIENE SERVICES ALBANY	SANITARY SERVICES APRIL 2012		1,492.81
EFT74238	10/05/2012	DRAGON MARTIAL ARTS ALBANY	FMP Session 2 - Self Preservation		225.00
EFT74239	10/05/2012	SIMON EDWARDS	AIR BP CALL OUT REIMBURSEMENTS		10.36
EFT74241	10/05/2012	EXPOTRADE AUSTRALIA PTY LTD	CONFERENCE TICKET - WA SAFETY IN CONSTRUCTION 24-25 MAY 2012 PERTH		825.00
EFT74242	10/05/2012	EYERITE SIGNS	SIGNAGE		2,453.00
EFT74243	10/05/2012	FARM FRESH W/SALERS (VIOLET PARK HOLDINGS P/L	CATERING SUPPLIES		132.30
EFT74244	10/05/2012	FARMERS CENTRE (1978) PTY LTD	VEHICLE PARTS		39.85
EFT74245	10/05/2012	THE FIXUPPERY	WINDOW CLEANING LIBRARY		606.00
EFT74246	10/05/2012	CAROLYN FLETT LEADLIGHTS	VISITORS CENTRE MERCHANDISE		50.00
EFT74247	10/05/2012	FLIPS ELECTRICS	Supply and install 3 phase Kw meter to railways (railways irrigator pump)		1,150.00
EFT74248	10/05/2012	FUELS WEST PETROLEUM	Litres FUEL DIESEL		11,123.86

EFT74249	10/05/2012	GALLERY 500	ART SUPPLIES	AGENDA ITEM 4.1 REFERS	1,372.34
EFT74250	10/05/2012	ELIZABETH KERRY GENDALL	REFUND FOR MOTHERS DAY MARKET		76.00
EFT74251	10/05/2012	SANDRA GILFILLAN	Production of an excel spread sheet that lists all the threatened and migratory fauna species currently listed under the Wildlife Conservation Act and the EPBC Act,		1,600.00
EFT74252	10/05/2012	GLASS SUPPLIERS	REGLAZE WINDOWS/DOORS		8.65
EFT74253	10/05/2012	GRAPEVINE MARKETING PTY LTD	VISITORS CENTRE MERCHANDISE		80.18
EFT74254	10/05/2012	GREAT SOUTHERN GROUP TRAINING	TEMPORARY STAFF		6,953.09
EFT74255	10/05/2012	GREEN SKILLS INC	Visitor survey for Lowlands Reserve		1,870.00
EFT74256	10/05/2012	GREAT SOUTHERN PERSONNEL	LIBRARY ASSISTANCE SERVICES MARCH 2012		74.76
EFT74257	10/05/2012	GREAT SOUTHERN TURF	450 square metres of turf		2,550.00
EFT74258	10/05/2012	GREAT SOUTHERN LIQUID WASTE	SEPTIC PUMP OUT		1,158.00
EFT74259	10/05/2012	HANSON EXECUTIVE MANAGEMENT	AIRPORT SECURITY UPGRADE		18,649.40
EFT74260	10/05/2012	PROTECTOR FIRE SERVICES PTY LTD	FIRE EQUIPMENT MAINTENANCE		1,411.85
EFT74261	10/05/2012	HAYNES ROBINSON	CAVEAT - LOT 33 ROCKY CROSSING ROAD		762.80
EFT74262	10/05/2012	HELEN LEEDER-CARLSON	PAINTING CLASSES		240.00
EFT74263	10/05/2012	HUDSON HENNING AND GOODMAN	LEGAL FEES - REVIEW OF COA PROPERTY MANAGEMENT LEASING POLICY & GUIDELINES		1,285.90
EFT74264	10/05/2012	TOLL IPEC	FREIGHT CHARGES		153.34
EFT74265	10/05/2012	JACK THE CHIPPER	Tractor mulching cut vegetation on the fire access		121.00
EFT74266	10/05/2012	JJ'S HIAB SERVICES	DELIVERY OF CONCRETE PRODUCTS		528.00
EFT74267	10/05/2012	JUST SEW EMBROIDERY	EMBROIDERY COSTS		33.00
EFT74268	10/05/2012	PAULA KEENAN	HEALTH & FITNESS MANAGEMENT CONSULTANT		3,200.00
EFT74269	10/05/2012	KLB SYSTEMS	5032G4M - ThinkCentre M81 (5032G4M) SFF, Intel Q65, Intel® Core™ i5-2400 processor (4core, 3.1GHz, 1333MHz, 6MB) 4GB PC3-10600 (1x4GB) RAM, 250GB (7200RPM) SATA Hard Drive, Multiburner, Integrated Intel HD Graphics with DP to DVI dongle),		11,649.00
EFT74270	10/05/2012	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE		2,127.37
EFT74271	10/05/2012	LATRO LAWYERS	LEGAL FEES - ALBANY SOCCER & ALBANY JUNIOR SOCCER FEDERATION		2,559.70
EFT74272	10/05/2012	STATE LIBRARY OF WA	LOST/DAMAGED BOOKS		97.90
EFT74273	10/05/2012	CALTEX ENERGY WA	MONTHLY STARCARD FUEL PURCHASES		7,229.76
EFT74274	10/05/2012	LOGO APPOINTMENTS	PERMANENT PLACEMENT FEE BRIAN PICKFORD		8,161.12
EFT74275	10/05/2012	M & B SALES PTY LTD	TIMBER SUPPLIES		52.67
EFT74276	10/05/2012	MAINSTREAM CURTAINS & BLINDS	To supply and install venetian blinds at Wellstead Library.		792.00
EFT74277	10/05/2012	CHRISTOPHER MALCOLM	CITY OF ALBANY & CENTENNIAL ART PRIZE HONORARIUM		900.00
EFT74278	10/05/2012	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS		45.79
EFT74279	10/05/2012	MARSHALL MOWERS	The purchase of Edger blades for Honda Edger.		40.00
EFT74280	10/05/2012	MC LEVITZKE	VISITORS CENTRE MERCHANDISE		260.00
EFT74281	10/05/2012	MIDALIA STEEL PTY LTD	STEEL SUPPLIES		84.19
EFT74282	10/05/2012	MJB INDUSTRIES PTY LTD	375 CLASS 2 RRJ RC PIPES		2,949.80
EFT74283	10/05/2012	JOHN MOIR	RUBBISH REMOVAL - CAPE RICHE - APRIL		1,080.00
EFT74284	10/05/2012	MT ROMANCE AUSTRALIA PTY LTD	VISITOR CENTRE MERCHANDISE		193.92
EFT74285	10/05/2012	MT BARKER COMMUNICATIONS	ATTEND TO BORNHOLM TV BROADCAST		770.00

			AGENDA ITEM 4.1 REFERS	
EFT74286	10/05/2012	BEST ELECTRICAL ALBANY PTY LTD	WASHING MACHINE REPAIRS - DAY CARE	77.00
EFT74287	10/05/2012	NATIONAL LIBRARY OF AUSTRALIA	ARCHIVAL STORAGE NEWSPAPER BOXES	428.00
EFT74288	10/05/2012	NATALIE RADIVOJEVIC	CO-ORDINATION OF VANCOUVER ARTS CENTENNIAL ART PRIZE	2,745.00
EFT74289	10/05/2012	ALBANY NEAT AND TRIM LAWNS	LAWN MOWING AT VAC	170.00
EFT74290	10/05/2012	NETREGISTRY PTY LTD	RENEWAL OF INTERNET REGISTER FOR 2 YEARS	55.00
EFT74291	10/05/2012	PAMELA O'CUNEEN	AUTHOR PRESENTATION AT ALBANY PUBLIB LIBRARY 8/5/2012	100.00
EFT74292	10/05/2012	OKEEFE'S PAINTS	TITAN 450 AIRLESS SPRAY GUN	2,200.00
EFT74293	10/05/2012	SHIRE OF GNOWANGERUP	REFUND TO GREAT SOUTHERN STAFF FORUM - NOT ATTENDED DINNER 2 @ \$65	130.00
EFT74294	10/05/2012	OPUS INTERNATIONAL CONSULTANTS LTD	PFIEFFER ROAD UPGRADE	18,385.95
EFT74295	10/05/2012	ORICA AUSTRALIA P/L	CHLORINE SUPPLIES	990.00
EFT74296	10/05/2012	PERTH HOCKEY STADIUM	TURF CLEANING OF HOCKEY TURF ALBANY HOCKEY STADIUM	1,803.37
EFT74297	10/05/2012	FULTON HOGAN INDUSTRIES	M2 RESEAL ON CHILLINUP ROAD	80,794.16
EFT74298	10/05/2012	PLASTICS PLUS	1 X ROLL OF PLASTIC BAGS - 240 LITRES	199.99
EFT74299	10/05/2012	THE POTTERS MARKET	ART SUPPLIES	100.20
EFT74300	10/05/2012	RAILWAYS FOOTBALL CLUB	MEMBERSHIPS - U17 PLUS UNIFORM - KIDSPORT	170.00
EFT74301	10/05/2012	W P REID	reconstituted limestone blocks for Martin Road footpath	770.00
EFT74302	10/05/2012	REPLICA MEDALS	REPLICA MEDALS	349.03
EFT74303	10/05/2012	ROYAL LIFE SAVING SOCIETY AUSTRALIA	SWIM CERTIFICATES	67.50
EFT74304	10/05/2012	SALES EXCHANGE	BOOKCASE FOR MERCER ROAD DEPOT	250.00
EFT74305	10/05/2012	SEEK LIMITED	SEEK JOB AD - GRADER OPERATOR	236.50
EFT74306	10/05/2012	SHEILAH RYAN	GARDENING AT VAC	780.00
EFT74307	10/05/2012	SKILL HIRE WA PTY LTD	TEMPORARY STAFF	11,131.98
EFT74308	10/05/2012	SMITH CONSTRUCTIONS	TENDER C11005 - FOOTPATH, WALLS & LIGHTING CONSTRUCTION FOR ANZAC PEACE - PROGRESS CLAIM 6	77,501.24
EFT74309	10/05/2012	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE	103.47
EFT74310	10/05/2012	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	365.65
EFT74311	10/05/2012	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING SUPPLIES	837.22
EFT74312	10/05/2012	SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES	10,578.26
EFT74313	10/05/2012	STATEWIDE BEARINGS	VEHICLE PARTS	67.72
EFT74314	10/05/2012	SAI GLOBAL LTD	INTERNET DOWNLOAD	116.77
EFT74315	10/05/2012	JAMIE STAN-BISHOP	VEHICLE PARTS/REPAIRS	148.35
EFT74316	10/05/2012	STIRLING CONFECTIONERY PLUS	CATERING SUPPLIES	986.22
EFT74317	10/05/2012	ST JOHN AMBULANCE AUSTRALIA	Applied First Aid Training - Rani Param	165.00
EFT74318	10/05/2012	SUBWAY	MIXED PLATTERS FOR SYNERGY WORKSHOP LUNCH	240.00
EFT74319	10/05/2012	SYNERGY	STREET LIGHTING CHARGES	12.70
EFT74320	10/05/2012	T & C SUPPLIES	Fibreglass Extension Ladder - 3.9 - 6.64mtrs plus ladder strap to suit	1,728.64
EFT74321	10/05/2012	T-QUIP	PLANT REPAIRS	363.00
EFT74322	10/05/2012	PETER TANNER	REPAIRS TO DIESEL PUMP	605.43
EFT74323	10/05/2012	TRAFFIC CALMING AUSTRALIA	12no. 1.8m Speed Cushions 60no. RRPM's	18,557.00
EFT74324	10/05/2012	DAVID THEODORE	REIMBURSEMENT FOR FORTS MERCHANDISE PURCHASES	180.76
EFT74325	10/05/2012	THE VEGIE SHOP	GROCERIES	180.62
EFT74326	10/05/2012	TOLL PRIORITY	FREIGHT CHARGES	958.40

EFT74327	10/05/2012	TOP GROUP (WA) PTY LTD	LEASE OF MALL SPACE DOG ROCK SHOPPING CENTRE	AGENDA ITEM 4.1 REFERS	704.00
EFT74328	10/05/2012	TOTAL GREEN RECYCLING	E WASTE RECYCLING		3,191.98
EFT74329	10/05/2012	TRAILBLAZERS	Safety Protective Boots		119.95
EFT74330	10/05/2012	TRUCKLINE	VEHICLE PARTS		72.01
EFT74331	10/05/2012	TRU-BLU GROUP PTY LTD	HIRE OF EXCAVATOR		471.49
EFT74332	10/05/2012	ALBANY TYREPOWER	TYRE PURCHASES		4,317.25
EFT74333	10/05/2012	ALBANY UPHOLSTERY SERVICE	To rebuild and recover the 2 chairs, in a quality Italian leather,, the chairs will be brought back to their former glory, with joints re-glued and springs re-set as quoted on the 22/3/2012		1,800.00
EFT74334	10/05/2012	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	SCREENED TOP SOIL		176.00
EFT74335	10/05/2012	SARAH VALLENTINE	CASUAL STAFF - PHAMPLET DISTRIBUTION FARMERS & BOATSHED MARTKETS 28 & 29/4		100.00
EFT74336	10/05/2012	THE VINTAGE SPORTS CAR CLUB OF WA (INC)	CONTRIBUTION TO ALBANY MOTOR CLASSIC EVENT 2012		16,500.00
EFT74337	10/05/2012	WATERCRAFT MARINE	RUDDER ANODE		69.30
EFT74338	10/05/2012	ALBANY & GREAT SOUTHERN WEEKENDER	MONTHLY FULL PAGE COMMUNITY PAGE APRIL		1,709.90
EFT74339	10/05/2012	LANDMARK LIMITED	6 BAGS FERTILISER		125.40
EFT74340	10/05/2012	WESTERN AUSTRALIAN ELECTORAL COMMISSION	FEB ELECTION COSTS		11,126.16
EFT74341	10/05/2012	WESTERN WORK WEAR	POLO SHIRTS WITH CITY OF ALBANY LOGO EMBROIDERED		125.49
EFT74342	10/05/2012	JEREMY PHILLIP WILLIAMS	REFUND FOR SWIM LESSONS - ANNIKA TILLEY-WILLIAMS		230.00
EFT74343	10/05/2012	THE WINDOW WASHER MAN	WINDOW CLEANING VAC		38.00
EFT74344	10/05/2012	WIRTGEN AUSTRALIA PTY LTD	VEHICLE PARTS		612.17
EFT74345	10/05/2012	WOOD AND GRIEVE ENGINEERS	WILLYUNG RD DESIGN(SLK 1.18 - 1.68) 11/12		10,597.53
EFT74346	10/05/2012	WREN OIL	WASTE OIL COLLECTION		402.33
EFT74347	10/05/2012	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE		58.87
EFT74348	10/05/2012	EXCLAIMER LTD	IT SOFTWARE		359.00
EFT74349	10/05/2012	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION		684.50
EFT74350	10/05/2012	WATER CORPORATION	WATER USAGE CHARGES - VARIOUS LOCATIONS		7,493.10
EFT74351	10/05/2012	WESTERN POWER	UPGRADE STREET LIGHTING NELSON ST SP036034		5,157.40
EFT74352	17/05/2012	AD CONTRACTORS PTY LTD	HIRE OF DOZER		52,079.70
EFT74353	17/05/2012	ADVERTISER PRINT	BUSINESS CARDS		65.00
EFT74354	17/05/2012	AGCRETE ALBANY	ONLY 1200MM X 300MM LINER		836.00
EFT74355	17/05/2012	EDENBORN PTY LTD	CONTRACT MOWING FOR APRIL 2012		9,068.20
EFT74356	17/05/2012	ALBANY ADVERTISER LTD	JOB ACCT: 4003 FILE NO: LP.LEG.1 - PHIL SHEPHARD - PUBLICATION: ALBANY ADVERTISER - 24/04/2012 - LOCAL PLANNING SCHEME AVAILABLE FOR INSPECTION, LOCAL PLANNING SCHEME NO.1		248.69
EFT74357	17/05/2012	ALBANY TOYOTA	VEHICLES/VEHICLE PARTS/REPAIRS		235.72
EFT74358	17/05/2012	OPTEON (ALBANY AND GREAT SOUTHERN WA)	Valuation Albany Day Care Centre		1,750.00
EFT74359	17/05/2012	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS		210.90
EFT74360	17/05/2012	HOME TIMBER & HARDWARE	HARDWARE SUPPLIES		80.65
EFT74361	17/05/2012	ALBANY OFFICE PRODUCTS - NORTH ROAD	NORTH ROAD STATIONERY		1,226.75
EFT74362	17/05/2012	ALBANY DRIVING SCHOOL	DRIVING CERTIFICATES		2,400.00
EFT74363	17/05/2012	ALBANY AND REGIONAL VOLUNTEER SERVICE	ASSISTANCE WITH MORNING TEA AT VAC		50.00

EFT74364	17/05/2012	ALINTA	GAS USAGE CHARGES 25/1/2012 - 1/5/2012	AGENDA ITEM 4.1 REFERS	22.20
EFT74365	17/05/2012	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES DEBT COLLECTION FEES		6,259.08
EFT74366	17/05/2012	PAPERBARK MERCHANTS (FORMERLY ANGUS AND ROBERTSON BOOK WORLD)	NEWSPAPERS/BOOKS/MAGAZINES/STATIONERY		110.28
EFT74367	17/05/2012	ARDESS NURSERY	NURSERY SUPPLIES		183.95
EFT74368	17/05/2012	ATC WORK SMART	TEMPORARY STAFF		5,776.07
EFT74369	17/05/2012	AUSTRALIA POST	POSTAGE/AGENCY FEES		518.44
EFT74370	17/05/2012	AUSTRALIAN AIR EXPRESS PTY LIMITED	FREIGHT		219.20
EFT74371	17/05/2012	BARNESBY FORD	VEHICLES/VEHICLE PARTS/REPAIRS		429.47
EFT74372	17/05/2012	BARRETT'S MINI EARTHMOVING & CHIPPING	REMOVE A LARGE YATE TREE HANGING OVER CROQUET CLUB		2,596.00
EFT74373	17/05/2012	BARKERS TRENCHING SERVICES	WORKS AS REQUIRED BY GERARD ATTWELL ON BAYVIEW DRIVE		8,163.35
EFT74374	17/05/2012	BENNETT'S BATTERIES	BATTERY PURCHASES		310.64
EFT74375	17/05/2012	BERTOLA HIRE SERVICES ALBANY PTY LTD	WEEKS HIRE OF PORTABLE TOILET		587.40
EFT74376	17/05/2012	BLACKWOODS	WORKWEAR		20.68
EFT74377	17/05/2012	BOOEASY AUSTRALIA PTY LTD	WEB PAYMENTS		3,872.08
EFT74378	17/05/2012	AIR BP	AIRPORT FUEL		883.34
EFT74379	17/05/2012	BROWNE'S FOODS OPERATIONS PTY LTD	CATERING SUPPLIES		106.82
EFT74380	17/05/2012	DAVID PAUL BRODZIAK	CENTENNIAL ART PRIZE - SALE OF ARTWORK - A PAIR OF WADERS		210.00
EFT74381	17/05/2012	BUNNINGS BUILDING SUPPLIES PTY LTD	VARIOUS FERTILIZERS, SOIL ADDITIVES, RETICULATION		890.62
EFT74382	17/05/2012	MARK BYRNES	PROFESSIONAL FEES		2,989.00
EFT74383	17/05/2012	C&C MACHINERY CENTRE	VEHICLE MAINTENANCE/PARTS		311.89
EFT74384	17/05/2012	CABCHARGE AUSTRALIA LIMITED	CABCHARGE		159.81
EFT74385	17/05/2012	CARDIACTIVE PTY LTD T/A HEALTH ON THE MOVE	PATHOLOGY ONLY ASSESSMENT		330.00
EFT74386	17/05/2012	JOHN CECIL	PRESENT 3 HOUR ORAL HISTORY COMMUNITY WORKSHOP X 2		600.00
EFT74387	17/05/2012	CJD EQUIPMENT PTY LTD	VEHICLE PARTS		953.32
EFT74388	17/05/2012	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL CONTRACT		4,662.96
EFT74389	17/05/2012	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES		259.53
EFT74390	17/05/2012	BRIAN ALLAN COOPER	Rates refund for assessment A136392		2,912.81
EFT74391	17/05/2012	COURIER AUSTRALIA	FREIGHT COSTS		83.91
EFT74392	17/05/2012	COVS PARTS PTY LTD	VEHICLE PARTS - GST AMOUNT WAS MISSED ON INITIAL INVOICE		53.12
EFT74393	17/05/2012	HOLCIM (AUSTRALIA) PTY LTD	m3 OF 25 / 14 / 70 SLUMP CONCRETE		1,931.93
EFT74394	17/05/2012	D & K ENGINEERING	REPAIRS TO MOWER BOOM		354.75
EFT74395	17/05/2012	BRIGITTE CHRISTINE DAHNERS	CENTENNIAL ART PRIZE - SALE OF ARTWORK - SUNSET BEACH		350.00
EFT74396	17/05/2012	DEPARTMENT OF TRANSPORT	EMU PNT MARINE FACILITY AND SEA BED LEASE		2,200.00
EFT74397	17/05/2012	THE DISK DOCTOR PTY LIMITED	Cleaning Cloths - A Grade (75 cloths per roll)		44.95
EFT74398	17/05/2012	DON MILLAR PROJECTS	PROFESSIONAL SERVICES FOR MAJOR PROJECTS		5,342.33
EFT74399	17/05/2012	DR L.D. TERACE PRACTICE	MEDICO LEGAL SERVICE		1,980.00
EFT74400	17/05/2012	EASIFLEET MANAGEMENT	MOTOR VEHICLE LEASE RENTAL FEE		888.92
EFT74401	17/05/2012	DAVID WALLACE EDGAR	CENTENNIAL ART PRIZE - SALE OF ARTWORK - SUCCULENT		269.50
EFT74402	17/05/2012	ELECTRONICS BOUTIQUE AUSTRALIA PTY LTD	GAME INFORMER MAGAZINE 12 ISSUES.		29.95
EFT74403	17/05/2012	EYERITE SIGNS	SIGNAGE		893.20
EFT74404	17/05/2012	FARM FRESH W/SALERS (VIOLET PARK HOLDINGS P/L	CATERING SUPPLIES		26.78

EFT74405	17/05/2012	FARMERS CENTRE (1978) PTY LTD	VEHICLE PARTS	AGENDA ITEM 4.1 REFERS	1,411.40
EFT74406	17/05/2012	THE FIXUPPERY	CLEANING COSTS		507.02
EFT74407	17/05/2012	FORM	FORM MEMBERSHIP		112.50
EFT74408	17/05/2012	FRANEY & THOMPSON	TIMBER SUPPLIES		39.60
EFT74409	17/05/2012	FUELS WEST PETROLEUM	LITRES OF DIESEL FUEL		11,144.43
EFT74410	17/05/2012	GLASS SUPPLIERS	REGLAZE WINDOWS/DOORS		1,017.22
EFT74411	17/05/2012	GREAT SOUTHERN GROUP TRAINING	TEMPORARY STAFF		273.20
EFT74412	17/05/2012	GREAT SOUTHERN INSTITUTE OF TECHNOLOGY	GREAT SOUTHERN HUMAN SERVICES FORUM		330.00
EFT74413	17/05/2012	GREEN SKILLS INC	TEMPORARY STAFF		7,645.83
EFT74414	17/05/2012	GREAT SOUTHERN PERSONNEL	GROUNDSMAN SERVICE FOR LOTTERIES HOUSE		95.11
EFT74415	17/05/2012	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING GOODS		644.66
EFT74416	17/05/2012	GSM AUTO ELECTRICAL	VEHICLE PARTS/MAINTENANCE		151.00
EFT74417	17/05/2012	ELAINE MARGARET HAMEISTER	CROSSOVER APPLICATION		211.55
EFT74418	17/05/2012	HARVEY WORLD TRAVEL (ALBANY)	FLIGHTS FOR STEPHEN GRIMMER:- ALBANY/PERTH/ALBANY		564.35
EFT74419	17/05/2012	VAL HARRIS	CENTENNIAL ART PRIZE - SALE OF ARTWORK - KALGAN RIVER WA		87.50
EFT74420	17/05/2012	SYLVIA JOY HARRISON	CENTENNIAL ART PRIZE - SALE OF ARTWORK - BALGA BALGA		595.00
EFT74421	17/05/2012	HELEN LEEDER-CARLSON	ART FACILITATION		240.00
EFT74422	17/05/2012	LEONARD HENRY HORNSBY	Rates refund for assessment A64244		22.18
EFT74423	17/05/2012	IBM AUSTRALIA LTD	MONTHLY SCHEDULE SERVICE FOR IT		1,307.08
EFT74424	17/05/2012	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA	MEMBERSHIP SUBSCRIPTION		715.00
EFT74425	17/05/2012	STATEWIDE RACKING & STORAGE SOLUTIONS	FORTS MERCHANDISE		101.90
EFT74426	17/05/2012	TOLL IPEC	FREIGHT CHARGES		120.44
EFT74427	17/05/2012	JOHN KINNEAR AND ASSOCIATES	SURVEY WORKS ON BAYVIEW DRIVE		3,388.82
EFT74428	17/05/2012	JUST SEW EMBROIDERY	EMBROIDERY		112.20
EFT74429	17/05/2012	JUST A CALL DELIVERIES	INTERNAL MAIL DELIVERIES		794.20
EFT74430	17/05/2012	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE		357.23
EFT74431	17/05/2012	LANDFILL GAS AND POWER PTY LTD	ELECTRICITY COSTS MARCH 2012		18,385.41
EFT74432	17/05/2012	LEASE CHOICE	PHOTOCOPIER LEASE		970.20
EFT74433	17/05/2012	PENNY LEECH	CENTENNIAL ART PRIZE - SALE OF ARTWORK - VANISHING POINT		595.00
EFT74434	17/05/2012	LEVERETTE PASTORAL	CHIEF BUSHFIRE CONTROL OFFICER EXPENSES JULY 2011 - DEC 2011		2,164.27
EFT74435	17/05/2012	STATE LIBRARY OF WA	LOST/DAMAGED BOOKS		101.20
EFT74436	17/05/2012	LMW HEGNEY	VALUATION REPORT		3,300.00
EFT74437	17/05/2012	LORLAINE DISTRIBUTORS PTY LTD	CLEANING PRODUCTS		242.50
EFT74438	17/05/2012	MADDEN, BARBARA	CENTENNIAL ART PRIZE - SALE OF ARTWORK - DUET		175.00
EFT74439	17/05/2012	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS		64.26
EFT74440	17/05/2012	JENNIFER MARS	CENTENNIAL ART PRIZE - SALE OF ARTWORK - PINDAN ISOLATION		385.00
EFT74441	17/05/2012	MCINTOSH AND SON	NEW MOWER PURCHASE		28,461.00
EFT74442	17/05/2012	MCLEODS BARRISTERS & SOLICITORS	LEGAL PLANNING OPINIONS		1,166.55
EFT74443	17/05/2012	MIRA MAR VETERINARY SERVICES	VET SERVICES		123.40
EFT74444	17/05/2012	JOHN MOIR	RUBBISH REMOVAL		1,080.00
EFT74445	17/05/2012	MT BARKER COMMUNICATIONS	TWO WAY RADIO REPAIRS		1,816.76
EFT74446	17/05/2012	MULTISPARES LIMITED WESTERN AUSTRALIA	VEHICLE PARTS/MAINTENANCE		1,045.00

EFT74447	17/05/2012	NEVILLES HARDWARE & BUILDING SUPPLIES	HARDWARE SUPPLIES	AGENDA ITEM 4.1 REFERS	540.95
EFT74448	17/05/2012	NIKANA CONTRACTING PTY LTD	RUBBISH REMOVAL CONTRACT		614.24
EFT74449	17/05/2012	OCP SALES	VERTEX HANDHELD RADIOS		3,005.04
EFT74450	17/05/2012	OKEEFE'S PAINTS	20 Litre Grass Marking Paint - Black		325.42
EFT74451	17/05/2012	ELIZABETH CLAIR PARRY	CENTENNIAL ART PRIZE - SALE OF ARTWORK - BY DAY BY NIGHT		210.00
EFT74452	17/05/2012	PC MACHINERY	VEHICLE MATERIAL/PARTS		340.01
EFT74453	17/05/2012	PHILLIPS MEDIA	ADVERTISING		375.00
EFT74454	17/05/2012	ALBANY POLICE AND CITIZENS YOUTH CLUB	METRE READING SKATE PARK		736.73
EFT74455	17/05/2012	RAECO INTERNATIONAL PTY LTD	DURASEAL 28450CA 450MM X 50M		278.15
EFT74456	17/05/2012	REECE PTY LTD	PLUMBINGS REPAIRS/MAINTENANCE/ITEMS		85.42
EFT74457	17/05/2012	SHIRLEY ANNE ROMANIUK	Rates refund for assessment A16621		571.65
EFT74458	17/05/2012	ROSMECH SALES AND SERVICE PTY LTD	SWEEPER PARTS		3,663.99
EFT74459	17/05/2012	SAXXON IT	SQL Server upgrade to SQL 2008R2		11,880.00
EFT74460	17/05/2012	SECUREPAY PTY LTD	WEB PAYMENTS		21.48
EFT74461	17/05/2012	SKILL HIRE WA PTY LTD	TEMPORARY STAFF		12,492.40
EFT74462	17/05/2012	SKILLPATH SEMINARS	SOCIAL MEDIA COURSE 15 MARCH 2012 KAREN PIERCEY		299.00
EFT74463	17/05/2012	SMITHS ALUMINIUM & 4WD CENTRE	FABRICATE COVER PLATE FOR MEDDLETON BEACH PONTOON		195.00
EFT74464	17/05/2012	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE		15,009.87
EFT74465	17/05/2012	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES		51.00
EFT74466	17/05/2012	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING SUPPLIES		1,894.92
EFT74467	17/05/2012	SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES		272.80
EFT74468	17/05/2012	DEPARTMENT OF PREMIER & CABINET	GOVT GAZETTE ADVERTISING LOCAL PLANNING SCHEME		117.00
EFT74469	17/05/2012	SAI GLOBAL LTD	ENGINEERING PUBLICATION AS/NZS		132.45
EFT74470	17/05/2012	ST JOHN AMBULANCE AUSTRALIA	FIRST AID TRAINING		165.00
EFT74471	17/05/2012	SUPERSEALING PTY LTD	SEALING TO ROADS AS PER QUOTE		32,901.00
EFT74472	17/05/2012	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES		299.36
EFT74473	17/05/2012	KATI THAMO	CENTENNIAL ART PRIZE - SALE OF ARTWORK - TURN AROUND		455.00
EFT74474	17/05/2012	THE VEGIE SHOP	GROCERIES		163.90
EFT74475	17/05/2012	TOYOTA MATERIAL HANDLING (WA) PTY LTD	VEHICLE MATERIAL/PARTS		327.42
EFT74476	17/05/2012	TRAILBLAZERS	SAFETY BOOTS		119.95
EFT74477	17/05/2012	TRU-BLU GROUP PTY LTD	Day hire of three ton Mini Excavator		300.36
EFT74478	17/05/2012	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	SCREENED TOP SOIL		787.50
EFT74479	17/05/2012	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING		309.60
EFT74480	17/05/2012	WELLSTEAD COMMUNITY RESOURCE CENTRE INC.	CONFERENCE ROOM HIRE		66.00
EFT74481	17/05/2012	WA LOCAL GOVERNMENT ASSOCIATION	JOB ACCT: 4003 FILE NO. LP.LEG.1 - PHIL SHEPHARD		1,147.76
EFT74482	17/05/2012	LANDMARK LIMITED	20 kg copper sulphate (hospice lake)		101.75
EFT74483	17/05/2012	WESTERN WORK WEAR	WORK BOOTS		475.00
EFT74484	17/05/2012	WEST-OZ WEB SERVICES	WEB PAYMENTS		169.00
EFT74485	17/05/2012	TRACE WILLANS	CENTENNIAL ART PRIZE - SALE OF ARTWORK - BONE SONG III		80.50
EFT74486	17/05/2012	TIMOTHY WRIGHT	CENTENNIAL ART PRIZE - SALE OF ARTWORK - THE PUGILIST		420.00
EFT74487	17/05/2012	YAKKA PTY LTD	UNIFORMS		469.63
EFT74488	17/05/2012	EBONY YALLOP	CENTENNIAL ART PRIZE - SALE OF ARTWORK - POPPIES & UNTITLED		287.00

EFT74489 17/05/2012 EVE YOUNG
EFT74490 17/05/2012 ZETTA FLORENCE AUST PTY LTD
EFT74491 17/05/2012 TELSTRA CORPORATION LIMITED
EFT74493 17/05/2012 WATER CORPORATION

TOTAL

CENTENNIAL ART PRIZE - SALE OF ARTWORK - FIND YOUR OWN AGENDA ITEM 4.1 REFERS 420.00
LIBRARY ITEMS 1,400.95
TELEPHONE CHARGES 24,435.64
WATER CONSUMPTION VARIOUS LOCATIONS 22,051.60

\$3,142,899.04

4.2: FINANCIAL ACTIVITY STATEMENT – 31 MAY 2012

Responsible Officer : Executive Director Corporate Services

IN BRIEF

- Statement of Financial Activity reporting on the revenue and expenditure of the City of Albany for the reporting period ending 31 May 2012.

ITEM 4.2: RESOLUTION

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR GREGSON

The Financial Activity Statement for the period ending 31 May 2012 be RECEIVED.

CARRIED 11-0

BACKGROUND

1. The Statement of Financial Activity for the period ending 31 May 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 \$100,000 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 MAY 2012

	Actual Year to Date 31-May-12	Current Budget Year to Date 31-May-12	Current Budget vs Actual Variance	*
REVENUE				
Operating Grants, Subsidies and Cont	3,668,438	3,327,873	340,565	√
Fees and Charges	12,583,137	12,709,675	-126,538	X
Interest Earnings	1,137,126	742,236	394,890	√
Other Revenue	567,460	959,654	-392,194	X
	17,956,161	17,739,438	216,723	
EXPENDITURE				
Employee Costs	14,889,685	15,327,328	-437,643	√
Materials and Contracts	9,520,602	12,675,415	-3,154,813	√
Utility Charges	1,543,148	1,359,109	184,039	X
Interest Expenses	600,230	600,729	-499	√
Insurance Expenses	582,090	586,117	-4,027	√
Other Expenditure	1,453,216	2,158,022	-704,806	√
Depreciation	10,661,537	10,832,213	-170,676	√
Loss on Sale of Assets	18,345	408,921	-390,576	√
Less Allocated to Infrastructure	(369,841)	(973,274)	603,433	√
	38,899,014	42,974,580	-4,075,566	
Adjustment for Non-cash Revenue and Expenditure:				
Write Back Non Cash Items	10,661,537	10,832,213	-170,676	
Adjust (Profit)/Loss on Asset Disposal	18,345	408,921	-390,576	
Net Operating Excluding Rates	-10,262,971	-13,994,008		
CAPITAL REVENUE				
Non-Operating Grants, Subsidies & Cont	3,553,771	5,422,315	-1,868,544	X
Proceeds from asset disposals	87,190	1,912,014	-1,824,824	X
Proceeds from New Loans	1,000,000	1,000,000	0	
Self-Supporting Loan Principal Revenue	21,011	15,530	5,481	√
Transfers from Reserves (Restricted Assets)	4,895,186	4,891,835	3,351	√
	9,557,158	13,241,694	-3,684,536	
CAPITAL EXPENDITURE				
Capital Expenditure	5,704,209	17,972,772	-12,268,563	√
Repayment of Loans	1,985,853	1,985,997	-144	√
Transfers to Reserves (Restricted Assets)	3,886,612	3,844,651	41,961	X
	11,576,674	23,803,420	-12,226,746	
Net Capital	-2,019,516	-10,561,726	8,542,210	
Total Net Operating + Capital	-12,282,487	-24,555,734	12,273,247	
Rates Revenue	25,645,529	25,641,741	3,788	
Opening Funding Surplus (Deficit)	1,495,642	1,495,642	0	
Closing Funding Surplus (Deficit)	14,858,685	2,581,649	12,277,036	

* √ 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 MAY 2012

	Actual 31-May-12	Actual 30-Jun-11
NET CURRENT ASSETS		
Composition of Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	16,454,940	5,767,118
Cash - Restricted	5,312,523	6,634,295
Receivables	2,971,448	2,136,618
Inventories	2,581,752	3,202,824
Total Current Assets	27,320,663	17,740,855
LESS: CURRENT LIABILITIES		
Payables and Provisions	4,062,226	6,523,688
	23,258,437	11,217,167
Less: Cash - Restricted - Trust	(977,659)	(1,318,300)
Less: Cash - Restricted - Reserves	(4,334,864)	(5,315,995)
NET CURRENT ASSET POSITION	17,945,914	4,582,872
NET CURRENT ASSETS PER BALANCE SHEET	17,163,515	2,819,432
Difference	(782,399)	(1,763,440)
Difference Represented by:		
Restricted Cash (Trust)	977,659	1,318,300
Reserve Funds - Financial Assets	182,510	327,010
Reserve Funds - Other	4,152,355	4,988,985
Self Supporting Loans (part of Receivables and Other)	(21,011)	
	5,291,513	6,634,295
Less:		
Borrowings	5,152,323	7,138,175
Trust Liabilities	921,589	1,259,560
Difference	(782,399)	(1,763,440)

8. CITY OF ALBANY– STATEMENT OF FINANCIAL POSITION–AS AT 31 MAY 2012

	Actual 31-May-12	Actual 30-Jun-11
CURRENT ASSETS		
Cash - Municipal	16,454,940	5,767,118
Restricted cash (Trust)	977,659	1,318,300
Reserve Funds - Financial Assets	182,510	327,010
Reserve Funds - Other	4,152,355	4,988,985
Receivables & Other	2,950,438	2,136,618
Investment Land	1,911,896	2,398,674
Stock on hand	669,857	804,150
	27,299,653	17,740,855
CURRENT LIABILITIES		
Borrowings	5,152,322	7,138,175
Creditors prov - Annual leave & LSL	2,375,054	2,381,578
Trust Liabilities	921,589	1,259,559
Creditors prov & accruals	1,687,172	4,142,110
	10,136,138	14,921,422
NET CURRENT ASSETS	17,163,515	2,819,432
NON CURRENT ASSETS		
Receivables	46,211	46,211
Pensioners Deferred Rates	370,759	370,759
Investment Land	4,509,155	4,509,155
Property, Plant & Equip	73,622,158	71,237,891
Infrastructure Assets	183,108,049	190,555,179
Local Govt House Shares	19,501	19,501
	261,675,832	266,738,695
NON CURRENT LIABILITIES		
Borrowings	13,626,394	12,626,394
Creditors & Provisions	464,911	464,911
	14,091,305	13,091,305
NET ASSETS	264,748,042	256,466,823
EQUITY		
Accumulated Surplus	240,938,517	231,648,724
Reserves	5,034,891	6,043,465
Asset revaluation Reserve	18,774,634	18,774,634
	264,748,042	256,466,823

**9. STATEMENT OF COMPREHENSIVE INCOME (BY NATURE OR TYPE) –
AS AT 31 MAY 2012**

Nature / Type

	YTD Actual 2011/12	Budget-Total 2011/12	Actual 2010/11
INCOME			
Rates	25,645,529	25,619,665	24,114,001
Grants & Subsidies	3,121,736	2,710,582	3,570,141
Contributions. Reimb & Donations	546,702	349,697	1,215,224
Fees & Charges	12,583,137	13,327,249	7,660,720
Service Charges	322	0	3,741,095
Interest Earned	1,137,126	697,000	1,184,413
Other Revenue / Income	568,978	617,625	860,783
	43,603,530	43,321,818	42,346,378
EXPENDITURE			
Employee Costs	14,519,845	16,948,783	15,295,323
Utilities	1,543,148	1,319,732	1,507,429
Interest Expenses	600,230	1,042,761	1,114,199
Depreciation on non current assets	10,661,537	11,817,938	11,449,614
Contracts & materials	9,520,602	12,973,799	11,290,975
Insurance expenses	582,090	584,845	543,500
Other Expenses	1,457,728	223,994	1,665,462
	38,885,180	44,911,852	42,866,502
Change in net assets from operations	4,718,350	(1,590,034)	(520,124)
Grants and Subsidies - non-operating	3,455,821	6,770,372	9,180,800
Contributions Reimbursements and Donations - non-operating	97,950	3,148,907	1,567,374
Profit/Loss on Asset Disposals	(18,345)	(905,815)	142,634
Cash Backing of Reserves	27,444	718,230	0
Fair value - Investments adjustment			0
	8,281,220	8,141,660	10,370,684

REFER DISCLAIMER

10. PORTFOLIO VALUATION – MARKET VALUE – AS AT 31 MAY 2012

Security	Maturity Date	Security Cost (Incl accrued interest)	Current Interest %	Market Value Mar-12	Market Value Apr-12	Market Value May-12	Latest Monthly Variation
MUNICIPAL ACCOUNT							
CBA	4/11/2011	2,000,000	5.70%				
CBA	4/12/2011	1,000,000	5.66%				
CBA	6/01/2012	2,000,000	5.57%				
CBA	3/02/2012	1,000,000	5.48%				
CBA	5/02/2012	2,000,000	5.40%				
CBA	4/03/2012	1,000,000	5.23%				
CBA	4/03/2012	2,000,000	5.23%				
CBA	5/04/2012	1,000,000	5.28%	1,000,000			
CBA	5/04/2012	2,000,000	5.28%	2,000,000			
CBA	7/05/2012	1,000,000	5.19%		1,000,000		
CBA	7/05/2012	2,000,000	5.19%		2,000,000		
CBA	6/06/2012	1,000,000	4.70%			1,000,000	
CBA	6/06/2012	2,000,000	4.70%			2,000,000	
NAB	4/12/2011	2,000,000	5.53%				
NAB	3/01/2012	1,000,000	5.70%				
NAB	2/05/2012	1,000,000	6.10%	1,000,000	1,000,000		
NAB	3/06/2012	1,000,000	4.25%			1,000,000	
NAB	2/04/2012	2,000,000	5.92%	2,000,000			
NAB	4/05/2012	2,000,000	4.74%		2,000,000		
NAB	3/06/2012	2,000,000	4.25%			2,000,000	
ANZ	4/01/2012	3,000,000	5.80%				
ANZ	2/04/2012	3,000,000	5.50%	3,000,000			
ANZ	3/05/2012	3,000,000	4.80%		3,000,000		

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Security	Maturity Date	Security Cost (Incl accrued interest)	Current Interest %	Market Value Mar-12	Market Value Apr-12	Market Value May-12	Latest Monthly Variation
BENDIGO	6/01/2012	1,000,000	5.50%				
BENDIGO	3/02/2012	1,000,000	5.25%				
BENDIGO	5/03/2012	1,000,000	5.00%				
BENDIGO	5/04/2012	1,000,000	5.00%	1,000,000			
BENDIGO	5/05/2012	1,000,000	4.90%		1,000,000		
BENDIGO	5/06/2012	1,000,000	4.70%			1,000,000	
BANKWEST	4/01/2012	2,000,000	5.80%				
BANKWEST	5/03/2012	2,000,000	5.50%				
BANKWEST	7/05/2012	2,000,000	5.60%	2,000,000	2,000,000		
BANKWEST	7/06/2012	2,000,000	4.45%			2,000,000	
				12,000,000	12,000,000	12,000,000	n/a
RESERVES ACCOUNT No funds currently invested				0	0	0	
				0	0	0	n/a
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

REFER DISCLAIMER

Security	Maturity Date	Security Cost (Incl accrued interest)	Current Interest %	Market Value Mar-12	Market Value Apr-12	Market Value May-12	Latest Monthly Variation
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				12,068,750	12,068,750	12,068,750	0

11. FINANCIAL RATIOS - AS AT 31 MAY 2012

CITY OF ALBANY FINANCIAL RATIOS		30-Jun-10	30-Jun-11	31-May-12	Benchmark
Liquidity Ratios					
	Current Ratio ¹	117.4%	81.3%	238.6%	>100%
	Untied Cash to trade creditors Ratio ²	51.2%	273.6%	1392.5%	>100%
Financial Position Ratio					
	Debt Ratio ³	11.3%	9.8%	8.4%	<100%
Debt Ratios					
	Debt Service Ratio ⁴	7.5%	9.0%	5.9%	<10%
	Gross Debt to Revenue Ratio ⁵	56.9%	46.7%	40.9%	<60%
	Gross Debt to Economically Realisable Assets ⁶	25.9%	22.6%	17.9%	<30%
Coverage Ratio					
	Rate Coverage Ratio ⁷	63.3%	46.0%	58.6%	>33%
Effectiveness Ratio					
	Outstanding Rates Ratio ⁸	5.4%	3.3%	4.3%	<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. The ratio will decline as the capital works projects are completed, invoiced and paid for.
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. It would be expected to be above 5% at this time of the year, as it includes rates which are being paid by instalments, this will reduce steadily to be below the benchmark at 30 June.

12. STATUTORY IMPLICATIONS

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.

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FINANCIAL IMPLICATIONS Expenditure for the period ending 31 May 2012 has been incurred in accordance with the 2011/12 proposed budget parameters. Details of any budget variation in excess of \$100,000 (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 \$100,000 - AS AT 31 MAY 2012

Account	Original Budget	Current Budget	YTD Budgets	YTD Actuals	YTD Variance	YTD Percentage Variance	Variance Ticks	Comments
CHIEF EXECUTIVE OFFICER								
182820. CEO - SALARIES	448,409	558,740	512,171	383,919	128,252	25%	✓	Major Projects salary line added during corporate restructure. Costs to date have been allocated to Works and Services, and not all positions have been filled. Final structure will be correctly reflected in 12/13 budget.
DIRECTOR COMMUNITY								
137930. A/PORT-LANDING FEES	(1,274,464)	(1,274,464)	(1,147,010)	(1,344,541)	197,531	17%	✓	Additional charges introduced this financial year for ILS training fees.
138250. A/PORT-OTHER GRANTS	(650,000)	(350,000)	(175,000)	(338,392)	163,392	93%	✓	First instalement of grant money for airport upgrade invoiced.
138440. A/PORT-PURCH. EQUIPMENT	650,000	350,000	175,000	0	175,000	100%	✓	Capital work at airport in just commencing. Most of the project costs will be deferred to 12/13 budget.
138540. A/PORT-LAND & BUILDING	3,030,351	3,030,351	2,030,351	161,244	1,869,107	92%	✓	Capital work at airport in just commencing. Most of the project costs will be deferred to 12/13 budget.
DIRECTOR CORPORATE								
100540. EMU POINT BOAT PENS UPGRADE	150,000	150,000	150,000	24,221	125,779	84%	✓	Capital work on Emu Point boat Pens have not commenced. Most of the project costs will be deferred to 12/13 budget.

REFER DISCLAIMER

Account	Original Budget	Current Budget	YTD Budgets	YTD Actuals	YTD Variance	YTD Percentage Variance	Variance Ticks	Comments
101710. LOCAL ROADS GRANTS	(1,193,882)	(1,231,149)	(1,131,149)	(1,403,149)	272,000	24%	✓	Higher than anticipated grant income - timing issue with carryover jobs.
105620. ADMIN-LEGAL COSTS	292,000	392,000	359,326	201,685	157,641	44%	✓	Budget was increased in Q3 review, but extra costs not yet incurred.
106030. INTEREST ON INVESTMENTS	(450,000)	(530,000)	(485,826)	(815,799)	329,973	68%	✓	Higher than anticipated interest rates.
106640. INFORMATION TECHNOLOGY	272,860	277,860	270,078	60,964	209,114	77%	✓	Minimal capital spend on IT year to date.
185030. Proceeds Investment Land	0	(1,000,000)	(916,663)	(548,478)	(368,185)	-40%	✗	Cull Road development continues to be offered for sale.
185270. Carrying Value Investment Land Sold	0	1,250,000	1,145,826	486,778	659,048	58%	✓	Cull Road development continues to be offered for sale.
DIRECTOR DEVELOPMENT SERVICES								
136220. DEV MGT PROJECTS	70,000	150,000	137,488	24,638	112,850	82%	✓	Transport Model project no longer managed by Development Services. Project to be managed by Major Projects and completed in 12/13 budget year.
DIRECTOR WORKS & SERVICES								
100040. ROAD SAFETY	232,488	315,808	289,428	155,115	134,313	46%	✓	Balance of funding received once jobs completed. Related jobs expected to be finished before end of financial year.
110270. CITY DESIGN - PROJECTS	245,000	245,000	224,563	12,802	211,761	94%	✓	Number of smaller projects deferred to next year, or allocated to other Directorates.

REFER DISCLAIMER

Account	Original Budget	Current Budget	YTD Budgets	YTD Actuals	YTD Variance	YTD Percentage Variance	Variance Ticks	Comments
110920. CITY ASSETS PROJECTS	254,450	254,450	245,703	(2,680)	248,383	101%	✓	Number of smaller projects deferred to next year, or allocated to other Directorates
118520. REFUSE-TIP MAINTENANCE	1,389,700	1,389,700	1,273,697	1,013,702	259,995	20%	✓	Savings made due to cancellation of Cleanaway MOU. Reduction in staff overtime with changes to staff rostering.
119530. REFUSE-INC HANRAHAN ROAD	(1,720,000)	(1,720,000)	(1,433,276)	(1,094,313)	(338,963)	-24%	✗	Reduced amount of waste received at landfill sites. Increase competition in the market-place for receiving industrial waste.
132220. ROAD MAINTENANCE	3,925,000	3,925,000	3,597,640	3,289,150	308,490	9%	✓	Expenses are currently below budget. Annual costs expected to be in line with budget.
134850. ASSET FUNDING- REGIONAL ROAD GROUP	(894,607)	(910,734)	(834,834)	(510,293)	(324,541)	-39%	✗	Balance of funding received once jobs completed. Related jobs expected to be finished before end of financial year.
135020. WORKS SUPERVISION - SALARIES	946,414	747,192	684,926	806,311	(121,385)	-18%	✗	Works & Services restructure - salaries being re-allocated. Final structure will not be reflected correctly until 12/13 budget.
135440. Passenger Vehicles Purchase	777,101	777,101	777,100	84,296	692,804	89%	✓	Timing of plant replacement. Preparation of tender documents for vehicle replacement currently being undertaken.
135540. Commercial Vehicles (Utes) Purchase	1,100,000	1,100,000	1,100,000	0	1,100,000	100%	✓	Timing of plant replacement. Preparation of tender documents for vehicle replacement currently being undertaken.

REFER DISCLAIMER

Account	Original Budget	Current Budget	YTD Budgets	YTD Actuals	YTD Variance	YTD Percentage Variance	Variance Ticks	Comments
135640. Major Plant Purchase	1,065,000	1,065,000	1,065,000	146,024	918,976	86%	✓	Delays in tendering for plant, delivery will occur in next financial year ie: payment will be transferred to next financial year
138070. Waste Minimisation Contract	2,363,896	2,363,896	2,166,721	1,980,019	186,702	9%	✓	Year to date expenses are below budget. This is only a timing difference, and annual costs are expected to be in line with budget.
141150. Road Funding - Other	(868,000)	(907,000)	(680,250)	(172,000)	(508,250)	-75%	✗	Balance of funding received once jobs completed. Related jobs expected to be finished before end of financial year.
141250. Road Funding - TIRES	(400,000)	(400,000)	(400,000)	(160,000)	(240,000)	-60%	✗	Balance of funding received once jobs completed. Related jobs expected to be finished before end of financial year.
141550. Passenger Vehicle Proceeds	(625,017)	(625,017)	(625,016)	(60,909)	(564,107)	-90%	✗	Timing of plant replacement. Preparation of tender documents for vehicle replacement currently being undertaken.
141650. Commercial Vehicles Proceeds	(550,000)	(550,000)	(550,000)	0	(550,000)	-100%	✗	Timing of plant replacement. Preparation of tender documents for vehicle replacement currently being undertaken.
141750. Major Plant Proceeds	(735,000)	(735,000)	(735,000)	(23,563)	(711,437)	-97%	✗	Timing of plant replacement. Preparation of tender documents for vehicle replacement currently being undertaken.
144450. State Black Spot Funding	(123,714)	(178,714)	(163,812)	(285,828)	122,016	74%	✓	Balance of funding received once jobs completed. Related jobs expected to be finished before end of financial year.

REFER DISCLAIMER

Account	Original Budget	Current Budget	YTD Budgets	YTD Actuals	YTD Variance	YTD Percentage Variance	Variance Ticks	Comments
144920. CITY ASSETS-SALARIES	582,146	485,261	444,818	186,926	257,892	58%	✓	Works & Services restructure - salaries being re-allocated. Final structure will not be reflected correctly until 12/13 budget.
145570. CITY DESIGN - SALARIES	508,420	298,202	273,350	141,725	131,625	48%	✓	Works & Services restructure - salaries being re-allocated. Final structure will not be reflected correctly until 12/13 budget.
147320. FUEL & OIL	687,186	687,186	629,869	488,315	141,554	22%	✓	Fuel price and usage not as high as budgeted for.
147520. PARTS	324,080	324,080	294,073	168,227	125,846	43%	✓	Machinery is being kept longer therefore maintenance costs have increased
147920. PLANT-ALLOCATE TO W/SERV.	(2,932,540)	(2,932,540)	(2,687,948)	(2,474,146)	(213,802)	-8%	✗	This is an internal "billing" of plant and machinery used on various jobs around the City. As work is performed by Works and Services, plant use is billed to the job. As can be seen in 132220 Road Maintenance and 149940 Asset Preservation, for example, maintenance activity has been below budget, but should be in line with budget by financial year end.
149840. ASSET UPGRADE-REGIONAL RD	2,496,259	2,484,815	2,294,982	433,660	1,861,322	81%	✓	Year to date expenses are below budget. This is only a timing difference, and annual costs are expected to be in line with budget.
149940. ASSET PRESERVATION	3,195,730	2,660,530	2,467,079	1,314,558	1,152,521	47%	✓	Year to date expenses are below budget. This is only a timing difference, and annual costs are expected to be in line with budget.

REFER DISCLAIMER

Account	Original Budget	Current Budget	YTD Budgets	YTD Actuals	YTD Variance	YTD Percentage Variance	Variance Ticks	Comments
150140. DRAINAGE CONSTRUCTION	1,175,070	2,375,059	2,220,061	581,256	1,638,805	74%	✓	Year to date expenses are below budget. This is only a timing difference, and annual costs are expected to be in line with budget.
151640. PATHWAY CONSTRUCTION	1,498,497	1,542,998	1,414,109	1,001,641	412,468	29%	✓	Year to date expenses are below budget. This is only a timing difference, and annual costs are expected to be in line with budget.
151840. PARKS & RESERVES	106,721	253,150	231,981	97,979	134,002	58%	✓	This is only a timing difference, and annual costs are expected to be in line with budget.
152140. WASTE/TIPS PROJECTS	1,930,010	1,735,011	1,719,575	78,327	1,641,248	95%	✓	Most of the leachgate project works delayed to next financial year. Weighbridge shelter to be constructed 6-8 weeks. Some design work and minor capping/drainage work to occur before May.
154950. DRAINAGE MASTERPLAN INCOME	0	(909,439)	(833,657)	(40,500)	(793,157)	-95%	✗	Capital work relating to this funding has not yet commenced. Most of the project costs will be deferred to 12/13 budget.

POLICY IMPLICATIONS

- 14. The City's 2011/12 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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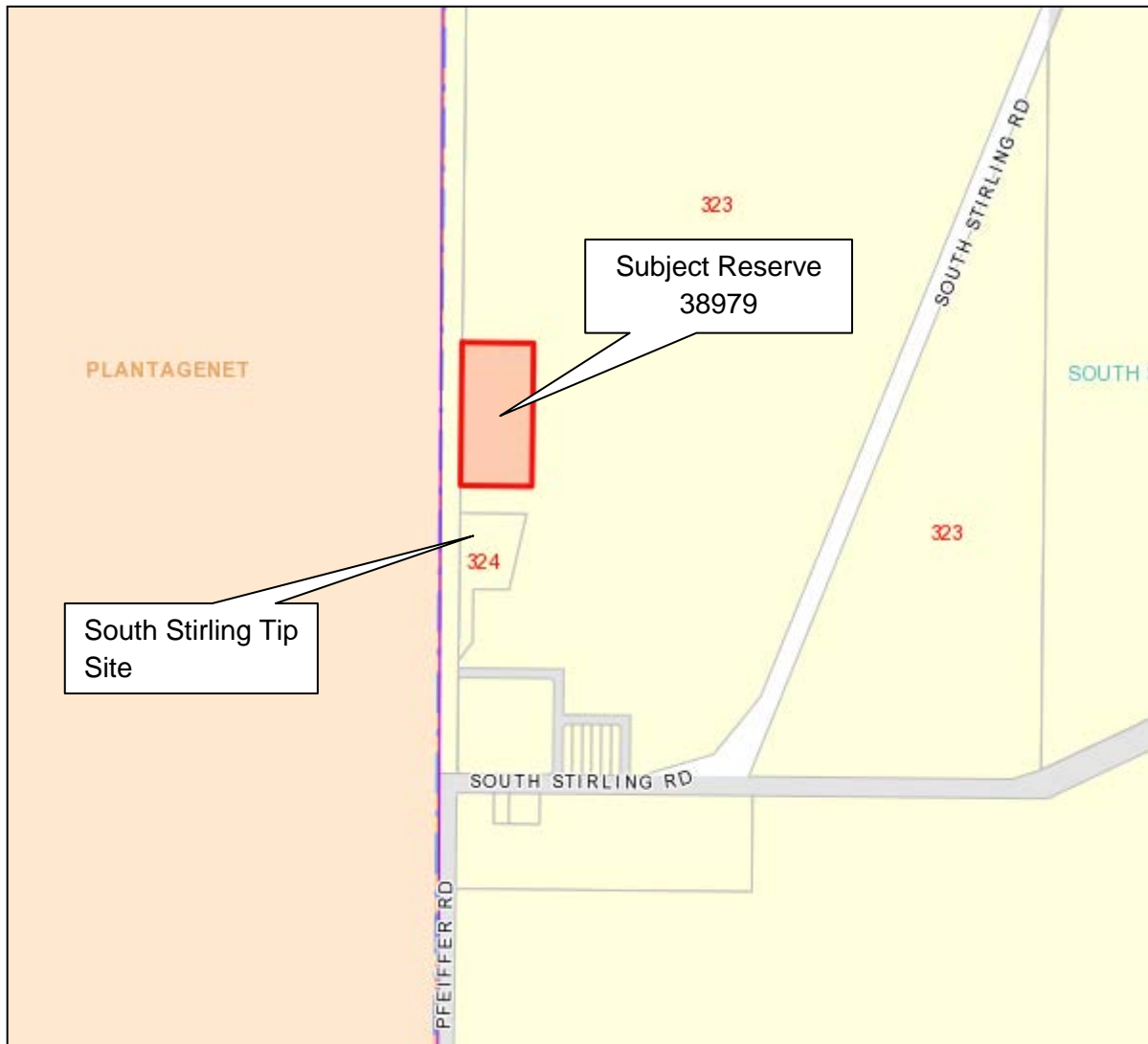
19/06/2012

REFER DISCLAIMER

4.3: RESERVE 38979 – PROPOSED AMENDMENT TO RESERVE PURPOSE AND SURRENDER OF MANAGEMENT ORDER

Land Description	: Reserve 38979 Lot 8 South Stirling Road, South Stirling
Proponent	: Department for Regional Development and Lands
Owner	: Crown Land vested in the City of Albany
Attachment	: Aerial photograph
Responsible Officer(s)	: Executive Director Corporate Services (G Adams)

Maps and Diagrams:



IN BRIEF

- At the request of the Department for Regional Development and Lands, Council is requested to consider the change of purpose of Reserve 38979 from 'Rubbish Disposal Site' to 'Conservation'. In addition, the Department of Environment and Conservation has sought the management order for this reserve, which if supported by Council, will necessitate the surrender of the City's existing management order.

ITEM 4.3: RESOLUTION**VOTING REQUIREMENT: SIMPLE MAJORITY****MOVED: COUNCILLOR SUTTON****SECONDED: COUNCILLOR GREGSON****THAT Council:**

- i) **AGREES** to revoke the Management Order for Reserve 38979 held by the City of Albany, pursuant to section 50 of the *Land Administration Act 1997*.
- ii) **AGREES** to the purpose of Reserve 38979 being amended from 'Rubbish Disposal Site' to 'Conservation', pursuant to section 51 of the *Land Administration Act 1997*.
- iii) **SUPPORTS** the granting of a Management Order for Reserve 38979 to the Department for Environment and Conservation, pursuant to section 46 of the *Land Administration Act 1997*.

CARRIED 11-0**BACKGROUND**

1. On 24 February 2001, the Management Order for Reserve 38979 Lot 8 South Stirling Road was issued to the City of Albany for the purposes of 'Rubbish Disposal Site'. This management order superseded the original vesting of the reserve in the Shire of Albany in approximately 1984, which was also designated for rubbish disposal purposes.
2. While the history of the South Stirling rubbish disposal site is not well known or documented, it is understood that soon after the vesting of the reserve in 1984, the public started to dump rubbish in the area. It appears the dumping also occurred in the surrounding unallocated Crown land, rather than in the reserve designated for rubbish disposal purposes.
3. The South Stirling rubbish disposal site has been developed south of Reserve 38979 and this reserve remains as uncleared remnant bushland.
4. This situation became apparent in 2010/11 when the City investigated the potential upgrade of the South Stirling rubbish disposal site and it was determined that the site was located in unallocated Crown land. As such, the City did not have the care, control and management of this land.
5. The City has since undertaken an extensive land administration process to excise the rubbish disposal site from the unallocated Crown land and create a reserve. On 23 January 2012, the Department for Regional Development and Lands advised that Reserve 51085 has been created for the purpose of Landfill Site and Transfer Station and the management order has been issued in favour of the City of Albany.
6. Part of the land administration process observed included a Notice of Intent to Take (NOIT) under the *Land Administration Act 1997*, which includes a public advertising period. During the advertising process, the Department for Environment and Conservation expressed an interest to take over the management of this land in order to protect the remnant vegetation

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REFER DISCLAIMER

within the Reserve. The adjoining land in the Shire of Plantagenet (Reserve 26688) is an "A" Class reserve managed by the Department of Environment and Conservation.

7. The Department for Regional Development and Lands are now progressing this request from the Department for Environment and Conservation and have asked that the City support the change of purpose of Reserve 38979 to 'Conservation'. In addition, the City has been requested to revoke their existing management order for the land to allow it to be managed by the Department for Environment and Conservation.

DISCUSSION

8. The City does not actively manage Reserve 38979, though if there were any issues (such as fire control, weed infestation, illegal dumping, erosion etc) on this reserve, it would be the City's responsibility to address these concerns, because the City currently holds the management order for the land.
9. While there are proposals to upgrade the South Stirling waste facility at some time in the future, there is now sufficient land available in the new Reserve 51085 for any future upgrading and/or expansion plans.
10. The City's Waste Management Team has advised there are no intentions to utilise Reserve 38979 and there would be no objection to the management order for this reserve being surrendered.
11. There are no concerns raised with the Department for Environment and Conservation managing this reserve, in conjunction with the adjoining Reserve 26688, ensuring the long term protection of the remnant vegetation on the land.

GOVERNMENT CONSULTATION

12. This matter has been initiated by the Department for Regional Development and Lands as a result of recent discussions with the Department of Environment and Conservation.
13. The City has consulted with the Department of Regional Development and Lands throughout the process of investigating the future arrangements for this reserve.
14. No other government agency has been contacted.

PUBLIC CONSULTATION / ENGAGEMENT

15. Under the *Land Administration Act 1997*, there is no requirement to seek, or advertise these changes for public comment. Further, the proposal is unlikely to impact on any nearby landowners as it is a change to land title only and will not impact on the current use of the land.

STATUTORY IMPLICATIONS

16. 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.
17. 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.
18. Section 50 of the *Land Administration Act 1997* allows the Minister for Lands to revoke a management order for a Crown Reserve where the management body agrees that it should be revoked. The City of Albany is the management body for the subject reserve.
19. 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.

STRATEGIC IMPLICATIONS

20. 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

21. There are no policy implications relevant to this item.

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REFER DISCLAIMER

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>The reserve remains under the control of the City, requiring staff time to oversee the reserve and the possible allocation of resources and a budget allowance for the future management of the land.</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>City allocates resources & budget expenditure for the future care and maintenance of this land.</i>

FINANCIAL IMPLICATIONS

23. There are no financial implications relevant to this item, with the exception of staff time to progress the administrative aspects of the proposed changes to Reserve 38979. Though, majority of the administrative process will be undertaken by the Department for Regional Development and Lands.

LEGAL IMPLICATIONS

24. There are no legal implications relevant to this item.

ALTERNATE OPTIONS

25. Council may:
- Support the recommendation to revoke the Management Order for Reserve 38979 and allow it to be managed by the Department for Environment and Conservation for conservation purposes;
 - Retain Reserve 38979 under the existing City's management order, however seek an alternative purpose of "Conservation" to reflect the current and likely future use of this land parcel; or
 - Retain Reserve 38979 under the City's management order and allow the existing purpose of "Rubbish Disposal Site" to remain.

SUMMARY CONCLUSION

26. Given that the City does not actively manage this land or have any future plans for its use, the proposal to change the purpose of Reserve 38979 to 'Conservation', and allowing the Department for Environment and Conservation to assume its management, is reasonable.

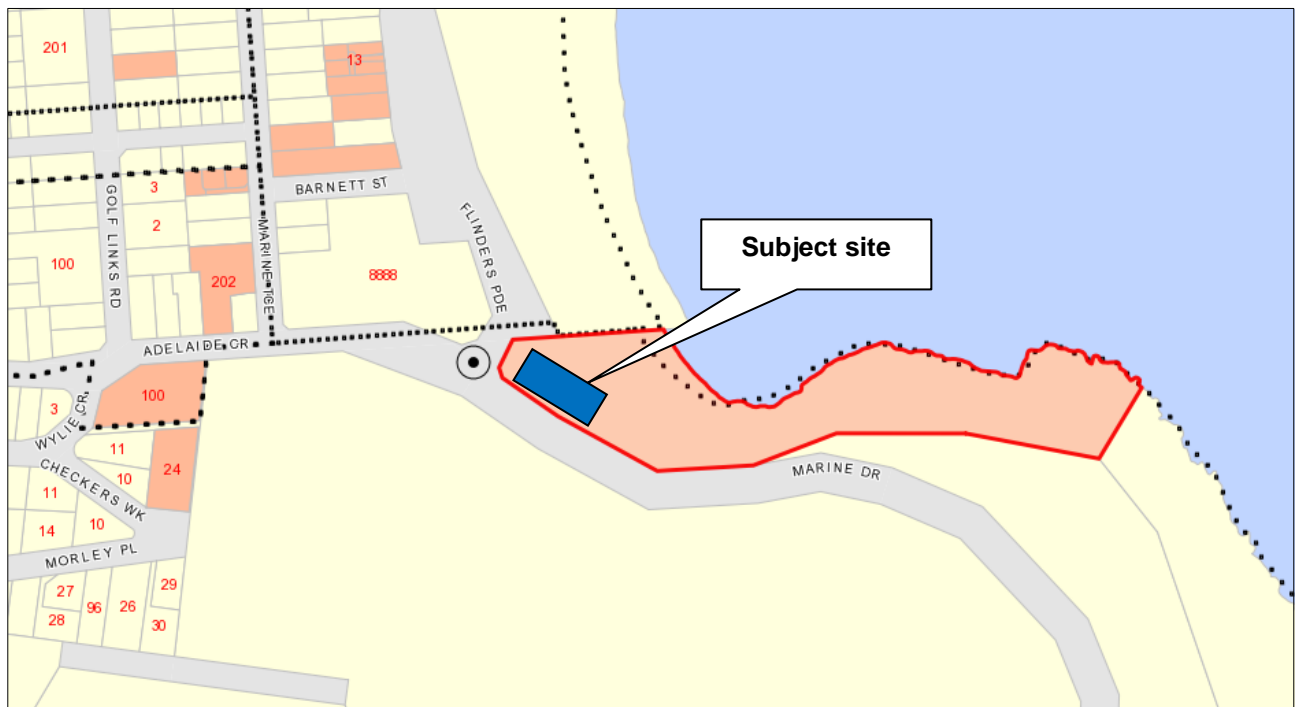
Consulted References	:	Land Administration Act 1997
File Number (Name of Ward)	:	WM.PLA.9
Previous Reference	:	No previous references

4.4: VARIATION AND ASSIGNMENT OF LEASE – MIDDLETON BEACH CAFE (FORMERLY CALAMARI'S) – RESERVE 26149, MIDDLETON BEACH

This Report has a Confidential Attachment, which discloses Commercial-in-Confidence information regarding a commercial lease of the City of Albany, and the business affairs of third parties.

- Land Description** : Crown Reserve 26149 and being portion of Lot 651 on Deposited Plan 191343 and the whole of land contained in Certificate of Title Volume LR3119 Folio 892
- Proponent** : Jonathon Sylvester Marwick and Kate Patricia Marwick as Trustees for the Marwick Family Trust
- Owner** : Crown
- Attachment(s)** : SCM 01.05.2012 Item 6.2
Confidential Deed of Partnership
- Responsible Officer** : Executive Director Corporate Services (G Adams)

Maps and Diagrams



IN BRIEF

- Assignment of Lease
 - a. The existing Lessee Jonathon Sylvester Marwick and Kate Patricia Marwick as Trustees for the Marwick Family Trust (Assignor) seek to assign the lease to Three Anchors Pty Ltd as Trustees for Kate Marwick Trust, Kathryn & Kevin Brown Trust, and Marnasky Family Trust, (Assignee) with all Directors JS Marwick, KP Marwick, KE Brown, KW Brown, CH Smith and GJ Smith as Guarantors.
 - b. A Deed of Partnership (dated 18 April 2012) detailing the partners respective rights and obligations and how the business is to be conducted by the partners in the partnership has been presented to the City for its information.
- Variation of Lease
 - a. Increase to lease area - the Lessee seeks to expand the existing lease area from 1261 square metres to approximately 1345 square metres (subject to completed survey) to accommodate improvements to the property.
 - b. Rent abatement - to support the redevelopment, the Lessee has been granted by Council a financial contribution up to a maximum amount (plus GST) towards the redevelopment of the City owned property and adjoining City managed Reserve. The contribution amount will be through abatement of monthly lease rental payments owed by the Lessee to the City, until the contribution amount is totally accounted for. If approved, it is anticipated abatement of monthly lease rental will commence in July 2012 and cease in April 2016, subject to annual rent reviews.
 - c. Development works - a development clause will be included detailing the Lessee's development works and improvements; details of Lessee's bank guarantee or similar financial instrument (to the satisfaction of the City); to indemnify the City of Albany in respect of the satisfactory completion of the proposed works and the City's obligations to undertake environmental health building works.
 - d. Lease purpose - the Lessee seeks to amend the lease purpose of commercial cafe and restaurant to include meeting room, gallery and office.

RECOMMENDATION

ITEM 4.4: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON

SECONDED: COUNCILLOR HOLDEN

THAT Council APPROVE the variation and assignment of lease on Crown Reserve 26149 and being portion of Lot 651 on Deposited Plan 191343, Middleton Beach subject to:

- 1. Assignment of the existing lease from Jonathon Sylvester Marwick and Kate Patricia Marwick as Trustees for the Marwick Family Trust (Assignor) to Three Anchors Pty Ltd as Trustees for Kate Marwick Trust, Kathryn & Kevin Brown Trust, and Marnasky Family Trust (Assignee) with all Directors JS Marwick, KP Marwick, KE Brown, KW Brown, CH Smith and GJ Smith as Guarantors, once the City of Albany is satisfied with the financial capacity of the incoming Assignee and Guarantors.**
- 2. Additional lease area being approximately 84 square metres subject to completed survey plan.**
- 3. Lease purpose amended to be commercial cafe, restaurant, meeting room, gallery and office.**
- 4. Pursuant to Section 18 of the *Lands Administration Act 1997*, the Minister for Land's consent is obtained.**
- 5. All costs associated with the ongoing operations and maintenance of the lease property (other than structural maintenance and electrical wiring) to be payable by the Lessee.**
- 6. All costs associated with the preparation, execution and completion of the Deed of Variation and Assignment of Lease to be payable by the Lessee.**
- 7. Notes it previous resolution in relation to Council's financial contribution to the development (OCM 01.05.2012 Item 6.2 – Attachment A).**

CARRIED 9-2

Record of Vote:

Against the Motion: Councillor Bostock and Councillor Dowling

BACKGROUND

1. Crown Reserve 26149 is under a Management Order H633658 issued to the City of Albany with the power to lease, sub-lease or licence for the purpose of “Recreation” for a term not exceeding twenty one years and subject to the consent of the Minister for Lands.
2. The existing lease area of 1261 square metres on portion of Crown Reserve 26149 is located at street address 2 Flinders Parade, Middleton Beach.
3. The City of Albany owns the building located within the lease area. The City of Albany is responsible for all structural maintenance including electrical wiring of the lease premises with the Lessee responsible for all other repairs and maintenance.
4. At Council Meeting 6 December 2011 Council approved a new lease to the Marwick Family Trust for a 21 year term over the City of Albany property formerly known as Calamari’s.
5. When entering the lease, the Lessee intended to undertake some renovations to the property to make it more amenable to customer service with the City undertaking building works to meet environmental health standards.
6. While undertaking the design work for those renovations, the design became more expansive than originally intended by the Lessee, as the Lessee saw opportunity to considerably improve the amenity, customer service facilities, and provide other benefits through a more expanded redevelopment, with benefits accruing to both the Lessee and the City of Albany, as property owner.
7. The Lessee and their architect presented the development and design to the Council's Planning and Development Committee on 24 April 2012. The Lessee sort a financial contribution from the City towards the development works given the development will improve the amenity in the Middleton Beach Reserve generally and improve the City owned property.
8. At Council Meeting 1 May 2012 Council agreed to support the redevelopment by contributing up to a maximum amount (plus GST) by way of abatement of monthly lease rent.

DISCUSSION

9. The Lessee seeks to assign the lease to Three Anchors Pty Ltd as Trustees for Kate Marwick Trust, Kathryn & Kevin Brown Trust, and Marnasky Family Trust, (Assignee) with all Directors JS Marwick, KP Marwick, KE Brown, KW Brown , CH Smith and GJ Smith as Guarantors.
10. To comply with clause 7.1 of the lease the Lessee has been advised that the assignment will be considered and will not be unreasonably withheld subject to the Lessee providing financial evidence to the City’s satisfaction of the financial respectability of the incoming Assignee and all Directors who will be guaranteeing the performance of the Lessee’s (Company’s) obligations under the lease.
11. The Lessee seeks to vary the lease to amend the lease area from the existing 1261 square metres to approximately 1345 square metres to accommodate improvements to the property.
12. The increased lease area of approximately 84 square metres can be dealt with by way of a lease variation provided the lease is not being registered with Landgate. The Landgate

procedure for a variation to a lease area is to surrender the existing lease and grant a new lease including the additional area.

13. The contribution amount will be through abatement of monthly lease rental payments owed by the Lessee to the City, until the contribution amount is totally accounted for. Abatement of monthly lease rental will commence in July 2012 and cease in April 2016, subject to annual rent reviews by Consumer Price Index.
14. The City requires a new clause in the lease, under the heading “Development Works”, dealing with the works required to be completed. This clause will include:
 - Nature, scope and standard of works;
 - Time for completion;
 - Costs to be borne by the Lessee;
 - Provision of a bank guarantee or similar financial instrument for the surety of completion of the development;
 - Consequences of non-completion of works;
 - Improvements to form part of the property; and
 - Incorporate the City’s obligations to undertake building works in the food preparation and food service areas to comply with environmental health standards and delete existing Item 9 of the Schedule relating to works by the City and closure of the leased premises.
15. The Lessee is seeking to amend the existing lease purpose for commercial cafe and restaurant to include meeting room, gallery and office.
16. The Lessee has committed to meeting all costs associated with the Deed of Variation and Assignment of Lease.
17. The proposed development was referred for land and heritage consideration. The South West Aboriginal Land & Sea Council, the Department of Indigenous Affairs and the Department of Regional Development and Lands have no objection to the proposal.
18. A development application has been lodged by H & H Architects on behalf of the Lessee, the Marwick Family Trust for the proposed extension and alterations to the existing property at 2 Flinders Parade, Middleton Beach and adjacent Reserve 26149 is being reported as a separate item in this agenda by the Planning and Development Services Team.

GOVERNMENT CONSULTATION

19. Pursuant to Section 18 (1) of the *Land Administration Act 1997* the Department of Regional Development and Lands has been consulted and in-principle Minister for Land’s consent has been sort for the proposed Deed of Variation and Assignment of Lease on portion of Crown Reserve 26149.
20. The proposed development land works were referred for land and heritage consideration. The South West Aboriginal Land & Sea Council, the Department of Indigenous Affairs and the Department of Regional Development and Lands have no objection to the proposal. There are no *Native Title Act 1993* and the *Aboriginal Heritage Act 1972* implications.

PUBLIC CONSULTATION / ENGAGEMENT

21. Section 3.58 of the Local Government Act 1995 deals with the disposal of property including leased land and buildings. This Section requires there to be local public notice of the proposal for a period of two weeks inviting submissions from the public. Any submissions are to be considered by Council and their decision with regard to those submissions, to be recorded in the minutes.
22. Section 30 of the *Local Government (Functions & General) Regulations 1996* deals with dispositions to which the advertising requirements of section 3.58 of the Act does not apply. Section 30 (1 & 2) (a) (i & ii) states that Section 3.58 of the Act is exempt if:
 - (a) *The land is disposed of to an owner of adjoining land (the transferee) – and*
 - (i) *its market value is less than \$5,000; and*
 - (ii) *the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;*
23. The additional area of land of approximately 84 square metres has been valued by Opteon Property Advisors who confirm that the market value of the additional land is less than \$5,000.
24. The additional area of land is being leased to an existing Lessee in agreement with the City and is valued under \$5,000 and therefore exempt from the advertising requirements of Section 3.58 of the *Local Government Act 1995*.
25. The development application was advertised in the local paper with advertising finishing on 24 April 2012.

STATUTORY IMPLICATIONS

26. Section 18 (1) of the *Land Administration Act 1997* states that a person must not, without the prior approval in writing of the Minister assign, sell, transfer or otherwise deal with interests on Crown land.
27. As this is Crown land, under Management Order H633658 issued to the City of Albany with the power to lease, sub-lease or licence for the purpose of “Recreation”, Minister for Land’s consent will be required.
28. Section 3.58 of the *Local Government Act 1995* deals with the disposal of property, including leased land and buildings.
29. Under the City’s Town Planning Scheme 1A, the subject land is reserved as “Parks and Recreation”. A commercial cafe, restaurant, meeting room, gallery and office is an approved use in accordance with the Scheme.

STRATEGIC IMPLICATIONS

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

Key Focus Area

- *Organisational Performance*
- *Sustainability and Development*

Community Priority

- *Policy and Procedures*
- *Tourism Development*

Proposed Strategies

- *Develop clear processes and policies and ensure consistent, transparent application across the organisation.*
- *Improve and expand tourism infrastructure and attractions.*

POLICY IMPLICATIONS

31. Council adopted a Property Management – Leases Policy in 2008. This Policy aims to ensure that all requests for leases/licences, for whatever purpose, will be treated in a fair and equitable manner using open and accountable methodology and in line with statutory procedures.

32. The Officer's recommendation is consistent with Council Policy.

RISK IDENTIFICATION & MITIGATION

Risk	Likelihood	Consequence	Risk Rating	Mitigation
<i>Assignment of lease not approved by Council because of dissatisfaction with Assignee</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>Approve lease after collaborating closely with proposed Assignee to ensure mutually agreeable outcomes</i>
<i>Additional lease area not approved by Council</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>Liaise with Lessee to gain agreement on additional lease area to proceed with development</i>
<i>Variation of lease – financial contribution by abatement of rent is approved by Council</i>	<i>Unlikely</i>	<i>Major</i>	<i>Medium</i>	<i>Council propose alternate method to abatement of rent for previously Council endorsed financial contribution – overall impact minimised by abatement over a 4 year period</i>
<i>Redevelopment not approved by Council - reputational loss to the City</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>Seek to amend redevelopment and approve to demonstrate the City's commitment to the tourist precinct and businesses servicing the community</i>

FINANCIAL IMPLICATIONS

33. Council has agreed to contribute to the development, fixed at an amount up to a maximum (plus GST). This financial contribution will be way of abatement of monthly lease rental owed by the Lessee to the City for lease of the property.
34. An updated rental valuation from Opteon Property Advisors given the proposed increase in lease area has been obtained. Opteon confirm that the additional lease area of approximately 84 square metres rental has not significantly affected the rent and should remain at \$68,000 plus GST as valued in November 2011.
35. All costs associated with the ongoing operations (inclusive of all outgoings such as rates, insurance, public toilet usage contribution and insurance) of the commercial cafe, restaurant, meeting room, gallery and office will be payable by the Lessee.
36. All costs associated with the preparation, execution and completion of the new lease documentation including but not limited to legal, and survey fees will be payable by the Lessee.

ALTERNATE OPTIONS & LEGAL IMPLICATIONS

37. Council has the following options in relation to this item:
 - a. Approve the variation and assignment of lease.
 - b. Reject the variation and assignment of lease.
38. Should Council reject the variation and assignment of lease, the development doesn't proceed and the original lease terms will continue.
39. Should Council reject the variation and assignment of lease, depending on the reason, Council may direct staff to clarify some aspects of the request and/or provide further information.

SUMMARY CONCLUSION

40. The Lessee wishes to undertake redevelopment to the property owned by the City and adjoining City managed Reserve.
41. Council has agreed to contribute to the development, fixed up to a maximum amount (plus GST) by way of abatement of monthly rental owed by the Lessee to the City.
42. The variation and assignment of lease will formalise the lease arrangements for the proposed development.
43. The development will be beneficial to the Middleton Beach area generally, and to the property owned by the City of Albany.
44. All buildings or improvements permanently fixed to the Leased Premises or constructed by the Lessee and approved by the City will form part of the Leased Premises and will vest absolutely with the City.

Consulted References	<ul style="list-style-type: none">• Council Policy – Property Management – Leases• <i>Local Government Act 1995</i>• <i>Land Administration Act 1997</i>
File Number (Name of Ward)	PRO070 (Frederickstown Ward)
Previous Reference	SCM 06.12.2011 Item 6.1 SCM 01.05.2012 Item 6.2

XIV. MOTIONS WITH NOTICE

XV. MOTIONS OF WHICH NOTICE WAS GIVEN AT THE PREVIOUS MEETING

15.1: NOTICE OF MOTION BY COUNCILLOR BOSTOCK-ACCESS TO RATES RECORD

ITEM 15.1: NOTICE OF MOTION BY COUNCILLOR BOSTOCK

**MOVED: COUNCILLOR BOSTOCK
SECONDED: COUNCILLOR SUTTON**

THAT pursuant to s.5.92(1) and s.5.94(m) of the *Local Government Act 1995* Councillors be given access to the rates record of ratepayers in the district.

CARRIED 10-1

Record of Vote:

Against the Motion: Mayor Wellington

Councillor's Reason:

Access to the rates record is included in the list of information to which members of the public are entitled, so similar access should be afforded to Councillors.

Officer's Comment (CEO):

The Chief Executive Officer sought advice from the Department of Local Government regarding the proposed motion by Councillor Bostock. The Department has advised that "Section 5.92 of the *Local Government Act 1995* provides the right of access to information held by the local government that is *relevant to the performance by the person of his or her functions under the Local Government Act or any other written law.* (Italics applied by the Department Officer)

It therefore places an onus on the person seeking the information to establish a direct connection between the information requested and the performance of those functions. The City must also have regard to the relevant privacy requirement.

Council Members should not consider the above motion provides them with any greater access that already exists at law, either under Privacy legislation or the *Local Government Act 1995.*"

Therefore, the proposed motion provides Council Members with no additional access to rates records beyond that envisaged by privacy legislation and the *Local Government Act 1995*, and therefore is unnecessary.

XVI. URGENT BUSINESS TO BE APPROVED BY DECISION OF THE MEETING

Nil.

XVII. REQUEST FOR REPORTS FOR FUTURE CONSIDERATION.

Nil.

XVIII. ANNOUNCEMENT OF NOTICES OF MOTION TO BE DEALT WITH AT THE NEXT MEETING.

Nil.

XIX. ITEMS TO BE DEALT WITH WHILE THE MEETING IS CLOSED TO MEMBERS OF THE PUBLIC

1.4: Employment of Designated Senior Employee-Community Services Executive Director

ITEM 19: RESOLUTION

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR SUTTON**

THAT the meeting go behind closed doors.

CARRIED 11-0

ITEM 19: RESOLUTION

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR GREGSON**

THAT Standing order 5.7: Order of Call in Debate, be SUSPENDED to allow discussion.

CARRIED 11-0

ITEM 19: RESOLUTION

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR GREGSON**

THAT the meeting come out from behind closed doors.

CARRIED 11-0

ITEM 19: RESOLUTION

MOVED: COUNCILLOR SUTTON

SECONDED: COUNCILLOR GREGSON

THAT Standing Order 5.7 – Order of Call in Debate, be RESUMED.

CARRIED 11-0

ITEM 1.4: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR SUTTON

SECONDED: COUNCILLOR GREGSON

THAT Council SUPPORT the CEO's determination to fill, in an acting capacity, the position of Executive Director Community Services Directorate by Mr Cameron Woods for a term not exceeding one year.

CARRIED 11-0

XX. NEXT ORDINARY MEETING DATE

Tuesday 17 July 2012

XXI. CLOSURE OF MEETING

ITEM 21.0: MOTION

MOVED: COUNCILLOR HOLDEN

SECONDED: COUNCILLOR CALLEJA

THAT Standing Order 3.1 be RESUMED to stop recording of proceedings.

CARRIED 11-0

Therefore being no further business the Presiding Member declared the meeting closed at 7.56pm

(Unconfirmed Minutes)

Dennis W Wellington
MAYOR

**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.