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# INFORMATION BULLETIN

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## ORDINARY COUNCIL MEETING

Tuesday 21<sup>st</sup> July 2009

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	<ul style="list-style-type: none"> <li>• Dennis Wellington – Leading Edge Hi-Fi</li> <li>• Albany Port Authority;</li> <li>• Safety Schools Week;</li> <li>• Premier of WA;</li> <li>• Minister for Local Government;</li> </ul>	363

### **3.4.2 Common Seals**

NCSR098367. WAPC295023  
Restrictive Covenant, Lot 177 Deloraine Drive  
COA, K Koster, J de Revs

NCSR098366, WAPC295063  
Ancillary Accommodation agreement, 97 Sand Pit Road, Robinson  
COA, G Cowcher, S Hitchings

NCSR098389, OCM 19/05/09 ITEM 14.4.4  
Standing Orders Local Law 2009  
City of Albany

NCSR098639, OCM 19/08/08 item 13.5.2  
Removal of Expired Term lease - Albany Sea Rescue Squad Inc.  
Lease  
COA and Albany Sea Rescue Squad Inc.

NCSR098643, WAPC P295038  
Ancillary Accommodation agreement, Lot 11 South Coast Highway, Kalgan  
COA and M and NA reeves

NCSR098644, WAPC P295130  
Ancillary Accommodation agreement, 53 Shell Bay Road  
COA and D Warren and D Avret

## **4.0 STAFF MEMBERS**

### **4.1 Disclosure to Engage in Private Works**

### **4.2 Staff Movements**

#### **Appointments**

Danny Tangney – Project Finance Officer  
Glasson Gardner – Landfill Operator  
Barry Shanhun – Senior Finance Officer

#### **Resignations**

Amy Carney – Manager Customer Services  
Ben de Vries – Emergency Management Coordinator  
Samantha Dunnet – Cleaner – Day Care



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# **DEVELOPMENT SERVICES**

**Agenda Item Attachments**

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PERTH  
MELBOURNE  
SYDNEY

Our Ref: 709-152  
Your Ref: A208963 / LT8025796

9 June 2009

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



TOWN PLANNING  
AND URBAN DESIGN

Mr Robert Fenn

Dear Robert

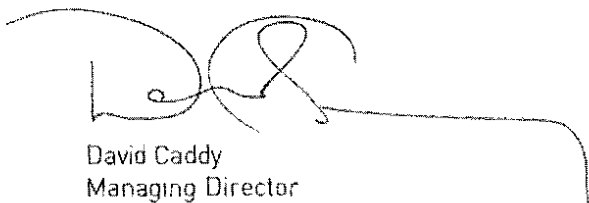
#### RETROSPECTIVE PLANNING APPROVAL - OVERSIZED SHED

I refer to your letter of 25 May 2009 addressed to Ms Katie Wignall in respect to the oversized shed on Lot 150, Henty Road, Kalgan. Your letter refers to the decision of the State Administrative Tribunal affirming the City's decision to order that the present shed be removed and the fact that in its decision, the Tribunal noted, *that it would be reasonable for the applicant to have sufficient time to, should she wish to do so, apply for development approval for, and erect, a smaller shed.* In the spirit of the Tribunal's suggestion in this regard, we are pleased to submit herewith an application for retrospective approval to a shed of 225m<sup>2</sup> in area.

The application requests retrospective approval as the shed is presently constructed and is 300m<sup>2</sup> in area. The existing structure is constructed as a four bay shed with each bay comprising 75m<sup>2</sup> in area. It is therefore the intention of the owner to remove one bay resulting in the retention of a three bay shed comprising 225m<sup>2</sup> which is only 45m<sup>2</sup> in excess of the Council's size limit of 180m<sup>2</sup> for a shed in this zone. The application comprises this letter, an application form, site plan, plan of the proposed building and the truss detail prepared by a structural engineer. An application fee of \$100.00 has been enclosed in recognition of the fact that the building has already been constructed. This application seeks an approval to the oversize outbuilding, relaxation of Council's Outbuilding Policy and approval to remove one bay of the shed.

Should you have any queries or require clarification on any matters please do not hesitate to contact the undersigned on 08 9289 8300.

Yours sincerely  
TPG TOWN PLANNING AND URBAN DESIGN



David Caddy  
Managing Director  
Encs

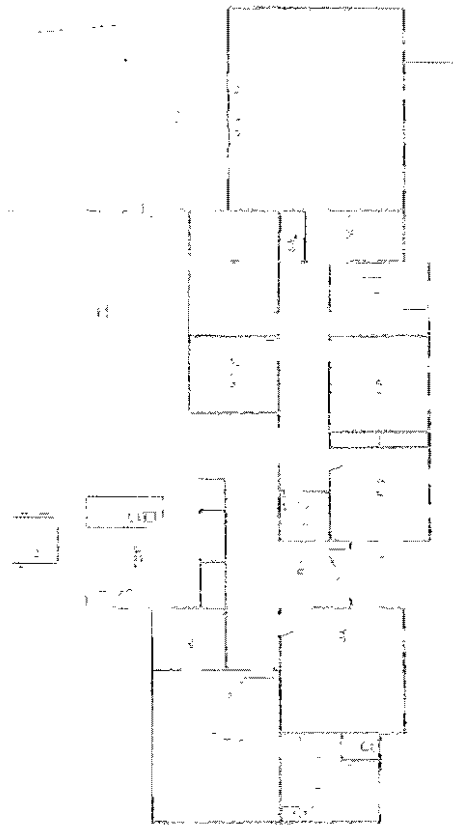
PERTH OFFICE

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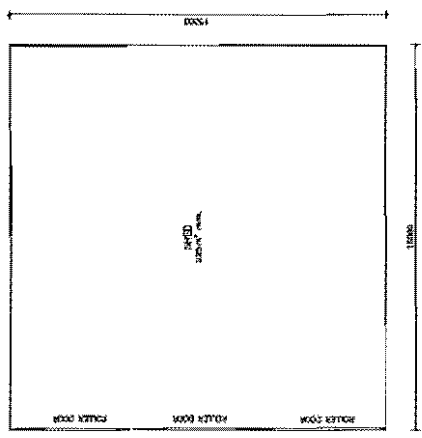
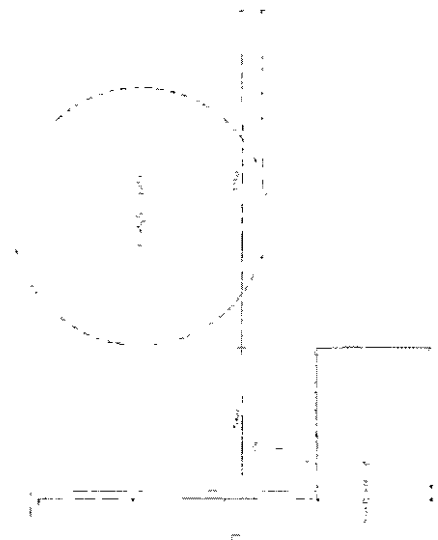
The Planning Group WA Pty Ltd  
ABN 36 097 273 222



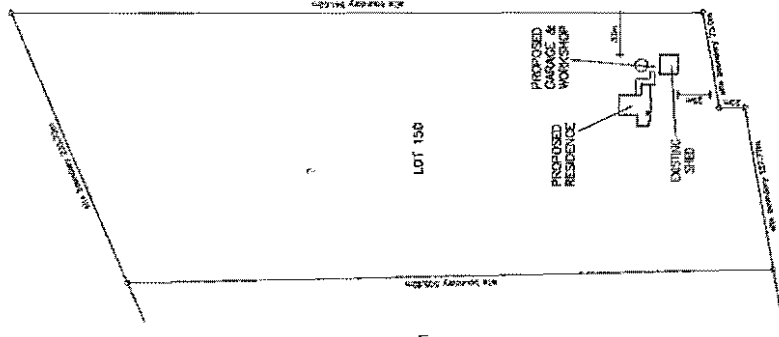
Sketch - Floor Plan

Drawing Source : 22POINT4 Architecture

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Lot 150 Henty Road, Albany  
Proposed Oversized Outbuilding



Sketch - Site Plan  
SCALE 1:4000

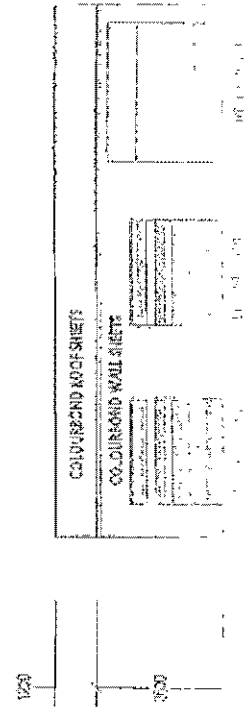
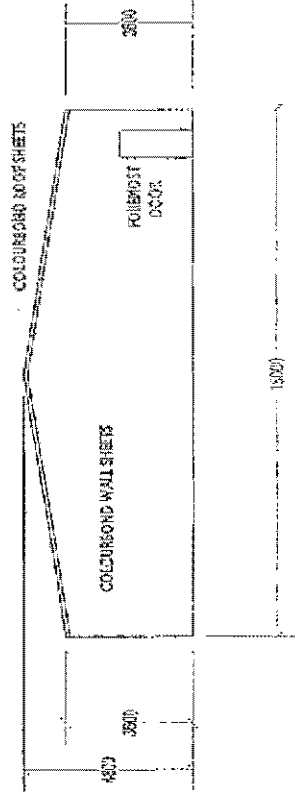
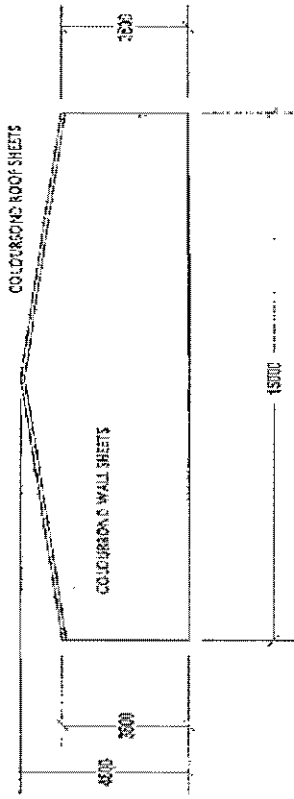
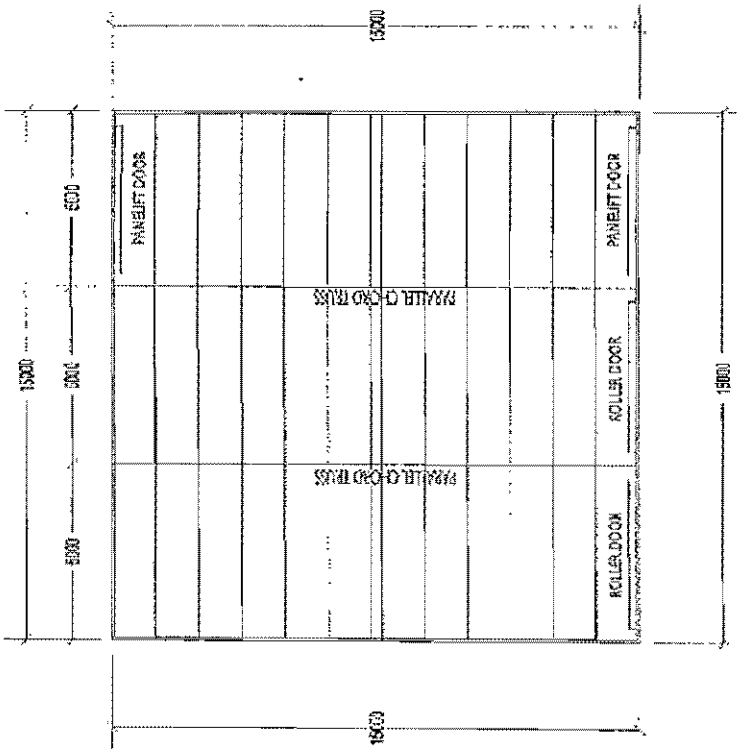
DATE: 15/01/2024  
DRAWN: [Name]  
CHECKED: [Name]  
DRAWING NO: [Number]



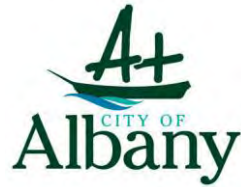
TOWN PLANNING  
AND URBAN DESIGN

22POINT4 ARCHITECTURE  
15/01/2024

EXISTING SHED - 300M2  
 PROPOSED SHED - 225M2



Architectural drawing showing the layout and dimensions of the shed, including labels for 'COLOURBOND ROOF SHEETS', 'COLOURBOND WALL SHEETS', 'PANELT DOOR', 'ROLLER DOOR', and 'PARALLEL CHORD TRUSS'.



**CITY OF ALBANY  
LOCAL EMERGENCY MANAGEMENT COMMITTEE**

Minutes of the meeting held on the, 3<sup>rd</sup> September 2008 in the Civic Chambers

**1. MEETING COMMENCED:**

The Chairperson declared the meeting open at 8.30am

**2. ATTENDANCE & APOLOGIES:**

Present: Mr Kevin Parsons – FESA  
Ms Joanne Briggs – Albany Hospital  
Mr Greg Broomhall – Department of Environment and Conservation  
Mr Ken Johnson – A/Chief Bush Fire Control Officer  
Ms Natalie Galantino – Silver Chain  
Mr Ben de Vries – City of Albany  
Mr Tom Marron – Albany Surf Life Saving Club Support Operations  
Mr Mark Selby – St John Ambulance  
Sgt Mark Fairclough – WA Police  
Ms Sarah Evans – Department of Child Protection  
Mr Adam Smith – FESA  
Mr Steve Casey – WestNet Energy  
Mr Rob Forster – City of Albany  
Ms Lyn Tutt – Albany Regional Hospital

Apologies: Ms Lesley Pearson – Silver Chain  
Mr Brad Nelson – Telstra  
Cllr Des Wolfe – City of Albany  
Ms Jo Weekes – Albany State Emergency Service  
Ms Allyson Charles – Red Cross  
Mr Peter Siddell – Department of Education  
Mr Ric Linnett – Albany Port Authority  
Ms Irene Montefiore – ABC Radio  
Mr Steve Young – Albany Port Authority

**3. CONFIRMATION OF MINUTES:**

**MOVED: K Parsons  
SECONDED: K Johnson**

**That the minutes of the Local Emergency Management Committee Meeting held on 25<sup>TH</sup> June 2008 be confirmed as a true record of proceedings.**

**CARRIED**

#### **4. BUSINESS ARISING:**

It was suggested that a briefing of an agency's roles, responsibilities and capacity be presented at each meeting.

#### **5. GUESTS OF COMMITTEE:**

##### **5.1 Great White Fleet**

Information about the coming Naval Visit was presented by Rob Forster, Veronica Dayman and Michelle Dayman from the City of Albany during General Business.

#### **6. CONFIRMATION OF LEMC CONTACT DETAILS:**

The current LEMC contact details were circulated for members to check and update as necessary.

#### **7. POST – INCIDENT/EXERCISE REPORTS:**

Update from each agency or group about incidents or exercises since June 2008

##### **7.1 Police**

- No significant incidents other than involvement with the Atlantic Eagle.
- Regarding the Airport Emergency Committee, a desktop exercise is required soon. Mark Fairclough will discuss with the Airport Manager, Steven Chaplin. No date has been set.

##### **7.2 City of Albany**

- Ben de Vries noted the significant involvement by the City of Albany and various emergency services with the storms at the end of July.

##### **7.3 Department of Child Protection**

- Sarah Evens introduced herself as the new District Emergency Services Officer for the Dept of Child Protection. Sarah is currently working on the Welfare committee and updating the Welfare arrangements.

##### **7.4 Chief Bush Fire Control Officer**

- Ken Johnson mentioned the storms in July and involvement of the City of Albany Volunteer Bush Fire Brigades.

##### **7.5 FESA – Community Emergency Management**

- Adam Smith introduced himself and noted that the Community Emergency Management Officers were taking an 'All hazards' and Whole-of-Government approach to Emergency Management and are willing and able to work with and help Local Governments.

##### **7.6 Department of Environment and Conservation**

- Greg Broomhall introduced himself as the Regional Fire Coordinator and his role with DEC covers most of the Emergency Managements issues with DEC in the South Coast Region.
- DEC was recently involved with the Atlantic Eagle ship incident, particularly regarding the potential environmental hazards.

## **7.7 FESA – Operational Services**

- Kevin Parsons mentioned that FESA Operations staff have been busy in the training of volunteers across the region. Apart from the July storms, there had been no major incidents.

## **7.8 Albany Surf Life Saving Club – Emergency Response Group**

- Tom Marron mentioned that the ERG was put on standby recently to possibly assist with a search for two fishermen lost near Walpole. Only one was rescued.
- In-house training was conducted with new members two weeks ago.

## **7.9 Albany Regional Hospital**

- Lyn Tutt said that following the storms in July, a number of deficits and gaps were identified. There were impacts across the various health services in Albany that were not anticipated and these are looking at being rectified.

## **7.10 Silver Chain**

- Natalie Galantino also mentioned the July storms and that the recent practice during in emergency exercises was invaluable to the Silver Chain staff.
- Silver Chain was of the opinion that a more formalised level of control across the umbrella of health services would be beneficial.

## **7.11 St John Ambulance**

- Mark Selby stated that St John Ambulance is working on a long term strategic view to have community-based paramedical services (volunteer model).

## **8. PROGRESS OF EMERGENCY RISK MANAMGENT (ERM) PROCESS:**

Nil

## **9. PROGRESS OF TREATMENT STRATEGIES FROM ERM PROCESS:**

Nil

## **10. PROGRESS OF DEVELOPMENT OR REVIEW OF LEMC EM ARRANGEMENTS:**

### **10.1 Emergency Resources and Contacts Register.**

- It was noted by Ben de Vries that he had been in discussions with Mark Fairclough about updating the Emergency Resources and Contacts Register. A draft format had been proposed and would continue to be worked on.

## **11. TRAINING:**

### **11.1 Emergency Management Training.**

- The FESA Emergency Management Services Weekly Bulletin was provided for those considering further Emergency Management training.
- There was discussion about the Emergo Train training system. This is a licensed training system that is useful for emergency exercises. However, as it is licensed, there are restrictions on who can do what and when. There was a suggestion that Emergo Train may be useful for exercises at the Airport, rather than conducting a full-scale field.

**12. MATTERS FOR CONSIDERATION:**

Nil

**13. GENERAL BUSINESS:**

**13.1 LEMC Annual Report and LEMC Business Plan**

- The LEMC Annual Report for the State Emergency Management Committee was presented, along with the Business Plan for the previous financial year, as was submitted to the DEMC Executive Officer for the SEMC Annual Report.

**13.2 Great White Fleet**

- Due to security concerns, it was requested that matters regarding the visit should remain confidential.
- It was noted that the visit would be a re-enactment of the visit of the Great White Fleet 100 years ago. Some ships and VIPs would be present for the visit. It was also mentioned that the original visit included Albany, not Fremantle and the same would occur with the re-enactment.
- Veronica Dayman mentioned that the Port Open Day was on Saturday, 13<sup>th</sup> September. Rangers would be assisting with parking and there were other Civic functions planned.
- Michelle Dayman provided details of the re-enactment Parade
- Police mentioned that there had been large numbers experienced with the arrival of the QEII and that there may be traffic management issues with the arrival and departure of the ships.
- Lyn Tutt mentioned that the Hospital had not been significantly informed of the visit as yet.

**13.3 St John Ambulance - AIIMS**

- Mark Selby mentioned that St John Ambulance had formally adopted AIIMS and is adapting its emergency plans to suit.

**13.4 DEC - Communication with other agencies during Fire Incidents**

- Following recent tragic incidents, including the burn-over on the Great Eastern Highway near Kalgoorlie, DEC will be paying much more attention to the Emergency Management Act. For each fire incident that DEC is managing, DEC will inform the Local Emergency Coordinator of the location and details. If the fire is a Level 2 or 3 incident then the Incident Management Team will actively involve the Local Emergency Coordinator (LEC) and Emergency Management Group.
- DEC is currently formalising road closure procedures with Police.

**14. NEXT MEETING:**

December 10, 2008, Starting at 8.30am, at City of Albany Offices

**15. CLOSURE**

The Chairperson declared the meeting closed at 9.15am





## **CITY OF ALBANY LOCAL EMERGENCY MANAGEMENT COMMITTEE**

Minutes of the meeting held on the, 10<sup>th</sup> December 2008 in the Civic Chambers

---

### **1. MEETING COMMENCEMENT**

The Chair opened the Meeting at 8.38am.

### **2. ATTENDANCE & APOLOGIES:**

Present: Mr Ben de Vries - City of Albany  
Cllr Des Wolfe - Deputy Mayor (Chair)  
Ms Lesley Pearson - Silver Chain  
Mr Jason Liddelow - WA Police  
Ms Irene Montefiore - ABC Radio  
Mr Peter Hatton - Department of Planning & Infrastructure  
Mr Ross Fenwick - City of Albany CBFCO  
Mr Peter Siddell - Education Department WA  
Mr Tony Fitzpatrick - Department of Planning & Infrastructure  
Mr Kevin Parsons - FESA  
Mr Adam Smith - FESA  
Mr Tom Marron - Albany Surf Life Saving Club Support Operations  
Mr Greg Broomhall - Department of Environment and Conservation  
Ms Micheline Ong - Main Roads WA  
Mr Mark Selby - St John Ambulance  
Mr Ric Linnet - Albany Port Authority

Apologies: Ms Lyn Tutt - Albany Regional Hospital  
Mr Jason Balhorn - Bureau of Meteorology  
Ms Sarah Evans - Department of Child Protection  
Ms Julie McQueen - Main Roads WA  
Mr Malcolm Mallaby - Southern Roads Services  
Ms Joanne Briggs - Albany Hospital  
Mr Kerrin Digney - Western Power  
Mr Steve Casey - WestNet Energy  
Mr Brad Nelson - Telstra  
Ms Jo Weekes - Albany State Emergency Service  
Ms Allyson Charles - Red Cross

**3. CONFIRMATION OF MINUTES:**

**MOVED: K Parsons**  
**SECONDED: G Broomhall**

**That the minutes of the Local Emergency Management Committee Meeting held on 3<sup>rd</sup> September 2008 be confirmed as a true record of proceedings.**

**CARRIED**

**4. BUSINESS ARISING:**

**4.1 Idea of umbrella health committee**

The issue of an umbrella health services emergency committee was raised, but some caution was advised by Mark Selby in suggesting a new committee. Adam Smith reminded the meeting that LEMC was a planning committee and that the Incident Management Group was its operational equivalent.

**5. GUESTS OF COMMITTEE:**

Nil

**6. CONFIRMATION OF LEMC CONTACT DETAILS**

The list of contact details was circulated for updating as necessary.

**7. POST- INCIDENT/EXERCISE REPORTS**

Update from each agency or group about incidents or exercises since September 2008.

**7.1 November Storms – Disaster Relief Funding**

Following the severe storms in November, WANDRRA funding was sought and the process was initiated immediately following the event. Ben de Vries indicated that the costs incurred by the City of Albany alone were far in excess of the minimum amount. Adam Smith confirmed that the storms were an eligible event and that the eligible measures included repair works to a better standard than before.

**8. PROGRESS OF EMERGENCY RISK MANAGEMENT (ERM) PROCESS**

Nil

**9. PROGRESS OF TREATMENT STRATEGIES FROM ERM PROCESS**

The Risk Evaluation and Risk Treatment stages of the ERM process were discussed later in the meeting, with reference to the AWARE program.

**10. PROGRESS OF DEVELOPMENT OR REVIEW OF LEMC EM ARRANGEMENTS**

**10.1 Local Emergency Management Arrangements – new format**

Ben de Vries presented a new 'folder' format for the Local Emergency Management Arrangements, to make it easier to extract important information during an incident.

**MOVED: K Parsons**  
**SECONDED: M Selby**

**THAT the Local Emergency Management Committee adopts the proposed new 'folder' format of the Local Emergency Management Arrangements.**

**CARRIED**

**11. TRAINING**

**11.1 Emergency Management Training**

The FESA Emergency Management Services Bulletin was provided for those considering further Emergency Management training. It was suggested that the City apply for an Intro to Recovery Course through the AWARE funding.

**11.2 Media Training**

Irene Montefiore requested from FESA some training for media personnel who attended the site of emergency incidents, particularly bush fires.

**12. MATTERS FOR CONSIDERATION:**

**Nil**

**13. GENERAL BUSINESS:**

**13.1 Silver Chain**

Lesley Pearson presented a brief overview of Silver Chain's rural operations, which included assisting with the recent bus crash west of Walpole. Silver Chain have a nursing post as well as their nursing homes facilities in Albany and in-home care services.

**13.2 ABC Radio**

With regard to the Local Emergency Management Arrangements, the ABC was chasing emergency contacts with regard to road closures, etc.

**13.3 Port Authority**

Ric Linnet said that both the Pilot and Wharf Manager recently did the AMSA Incident Controller Course.

**13.4 DEC**

Following an oil spill into the harbour, DEC response and recovery operations were required. Investigations are ongoing and industrial operations on land are a possible cause.

Greg Broomhall also indicated that the Water Bombers were currently available.

**13.5 FESA CEMO**

Adam Smith notified the meeting that the next round of AWARE funding opens in February and that the City of Albany could use this to fund the next stage of its ERM process – identification of treatment strategies. Adam and Ben de Vries to review where the City was

at with its treatment strategies and to consider the existing treatment strategies with the recent community survey results.

**13.6 Weather Training**

Kevin Parsons noted that a Fire weather training course was being considered for the Albany region

**13.7 Surf Life Saving**

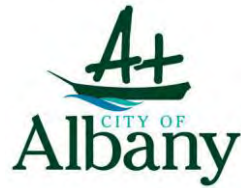
Albany SLSC recently had contact with David Hornsby from Police and Phil Shaw from Fisheries. The club recently did training with Albany Sea Rescue and had commenced summer patrols.

**14. NEXT MEETING:**

Wednesday, 11<sup>th</sup> March, 2009 at 9am at the City of Albany Civic Area.

**15. CLOSURE**

Meeting closed at 9.26am



## **CITY OF ALBANY LOCAL EMERGENCY MANAGEMENT COMMITTEE**

Minutes of the meeting held the 11<sup>th</sup> March 2009 in the Civic Chambers

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### **1. MEETING COMMENCEMENT**

The Chair opened the Meeting at 09.05am.

### **2. ATTENDANCE & APOLOGIES:**

Present: Ben de Vries – City of Albany  
Cllr Des Wolfe – Deputy Mayor (Chair)  
Alan Whittle – Westnet Energy  
Adam Smith – FESA  
Jo Weekes – State Emergency Service  
Wendy Freeland – Red Cross  
Steve Dean – Department of Education & Training  
Brad Nelson – Telstra  
Ross Fenwick – City of Albany CBFCO  
Mark Selby – Saint Johns Ambulance  
Tony Fitzpatrick – Department of Planning & Infrastructure  
Lyn Tutt – Albany Regional Hospital  
Ric Linnet – Albany Prot Authority  
Lesley Pearson – Silver Chain  
Greg Broomhall – Department Environment & Conservation  
Irene Montefiore – ABC Radio  
Sarah Evans – Department of Child Protection

Apologies: Kevin Parsons - FESA  
Tom Marron – Albany Surf Life Saving Club

### **3. CONFIRMATION OF MINUTES:**

**MOVED: B de Vries**  
**SECONDED: G Broomhall**

**That the minutes of the Local Emergency Management Committee Meeting held on 10<sup>TH</sup> December 2008 be confirmed as a true record of proceedings.**

**CARRIED**

**4. BUSINESS ARISING:**

Nil

**5. GUESTS OF COMMITTEE:**

Nil

**6. CONFIRMATION OF LEMC CONTACT DETAILS**

Nil

**7. POST- INCIDENT/EXERCISE REPORTS**

**7.1 Albany Port Authority:**

Ric Linnet reported that the port recently conducted a security exercise involving the cruise ship Athena. WA Police were the HMA for the mock bomb incident and the crew were evacuated from the ship. The whole exercise took about two and a half hours and was observed by the Federal Office of Transport Security.

**7.2 Department for Child Protection**

Sarah Evans reported that her position with DCP covers Manjimup and as such, was involved with the Bridgetown/Greenbushes bushfire. An evacuation centre was established in Bridgetown and approximately 50 people were registered. However, no accommodation was sought. The recovery process is underway and focused on the families who used to live in the five homes destroyed.

**7.3 State Emergency Service**

Jo Weekes reported on the major storms in November 2008. The unit received 70 – 80 calls to assist the public and were active for five days.

**7.4 Department of Planning and Infrastructure**

Tony Fitzpatrick reported that DPI's Environmental Protection Unit conducted Oil Spill Operator training at Port. Course participants included volunteers from Albany Sea Rescue and employees of the City of Albany. Tony said it was a good introduction for City staff, as Local Government has a big role if an oil spill does occur.

**7.5 Chief Bush Fire Control Officer**

Ross Fenwick reported that there had been two multi-agency fire incidents. One on Mt Melville was a Fire and Rescue incident where City of Albany Bush Fire Brigades assisted. A complication at that incident was sightseers being involved in a car crash. The second was a fire at the southern end of the Redmond State Forrest. Of note was the fact that people from as far away as Torbay were asking if they should evacuate.

**7.6 Department of Environment and Conservation**

Greg Broomhall reported that the fire in the Redmond State Forest was the only main fire for DEC Albany since December. DEC is still reviewing its road closure procedures following the incident near Kalgoorlie. Following the Victorian bush fires, there has been

increased community interest in fire incidents. DEC has also had personnel involved with incidents in Yanchep, Bridgetown and Victoria.

**8. PROGRESS OF EMERGENCY RISK MANAGEMENT (ERM) PROCESS**

Nil

**9. PROGRESS OF TREATMENT STRATEGIES FROM ERM PROCESS**

Ben de Vries and Adam Smith (FESA) have met to review the Community Risk Analysis and treatment strategies. Funding remains available from FESA for further progress with the ERM process and treatment strategies.

**10. PROGRESS OF DEVELOPMENT OR REVIEW OF LEMC EM ARRANGEMENTS**

Nil

**11. TRAINING**

The state emergency management training calendar was provided for attendees.

**12. MATTERS FOR CONSIDERATION:**

**12.1 Welfare support for major incidents**

G. Broomhall reminded the committee that Hazard Management Agencies must ensure that appropriate support services are available, aware, informed and activated for major incidents, especially bush fires (whether the HMA is DEC, the City of Albany or FESA). This goes not only for any house evacuations, but people stuck at road blocks, etc. An example of this was people stuck at roadhouses on Great Eastern Highway because of the fires near Kalgoorlie.

Detailed discussion ensued, with the following key points:

**Department of Child Protection**

Where a major road is closed, DCP can assist with welfare, but it is an HMA responsibility.

**Spontaneous volunteers**

The use of spontaneous volunteers depends on each agency. DCP cannot accept spontaneous volunteers because of child protection considerations. SES can use spontaneous volunteers as drivers and in other support roles as well. Ilona Diessner at the Volunteer Resource Centre has been working on a way to make effective use of spontaneous volunteers. Media is a good conduit for volunteers and direction for volunteers can be given through advertising or media coverage. Often spontaneous volunteers just show up at the Shire office. It was also suggested that such volunteers could assist in evacuations where agency resources cannot meet the need.

**12.5 Silver Chain clients and community evacuations**

Lesley Pearson noted that Silver Chain operates a "Virtual Hospital" with a number of patients in In-Home care - often with high levels of care and in isolated areas. Additionally, Silver Chain staff vehicles are their workplaces and Silver Chain needs to implement policies to ensure the safety of its staff. Lesley asked who should Silver Chain deal with for evacuations? The following answers were provided: The evacuation of a facility is the

responsibility of the provider. Initially police coordinate community evacuations, but for those with high-care needs, the procedures are less defined. Accommodation for a number of people with high care needs, or long-term accommodation is also uncertain. Mention was made that evacuation plans for the whole Quaranup Peninsula were drawn up prior to the sinking of HMAS Perth.

### **Exercising**

The suggestion was made that a simulation could help identify gaps.

### **Actions**

Silver Chain nurse practitioners in remote centres work to the same guidelines as the Health Department. Similarly, the various health agencies in Albany should meet to discuss evacuation of people in In-Home care.

## **13. GENERAL BUSINESS:**

### **13.1 AIIMS Awareness training**

Jo Weekes extended an invitation from the FESA Regional Director for FESA staff to conduct AIIMS awareness training for LEMC member agencies. There is merit in the LEMC as a group attending such training and it would help, considering the different levels of knowledge in the group. DPI are moving away from OSRICS to AIIMS The various agencies of the WA health framework are adopting AIIMS as well. LEMC members/agencies are to contact the City of Albany to express interest.

### **13.2 Public Evacuation Awareness**

Jo Weekes, on behalf of Barry Jones, FESA Regional Director, said that police had expressed consideration of giving evacuation guidelines to the public.

## **14. NEXT MEETING:**

10<sup>th</sup> June 2009, at 8:30am in the City of Albany Civic Area.

## **15. CLOSURE**

Meeting closed at 09.47am





**CITY OF ALBANY**  
**LOCAL EMERGENCY MANAGEMENT COMMITTEE**  
Minutes of the meeting held on the 10<sup>th</sup> June 2009 in the Civic Chambers

---

**1. MEETING COMMENCEMENT**

The Chair opened the Meeting at 08:39am.

**2. ATTENDANCE & APOLOGIES:**

- Present: Ben de Vries – City of Albany  
Cllr Des Wolfe – Deputy Mayor (Chair)  
Tom Marron – Albany Surf Life Saving Club  
Alan Whittle – Westnet Energy  
Malcolm Mallaby – Southern Roads Services  
Sharon Cooper - Southern Roads Services  
Hazel McKenzie – Albany Regional Hospital  
Irene Montefiore – ABC Radio  
Sarah Evans – Department Child Protection  
Mark Selby – St. John Ambulance  
Lyn Tutt – Albany Regional Hospital  
Lesley Pearson – Silver Chain  
Brett Chambers – Department Planning & Infrastructure  
Tony Fitzpatrick – Department Planning & Infrastructure  
Kerrin Digney – Western Power  
Steve Dean – Department of Education & Training  
John Dibble – Water Corporation  
Ross Fenwick – City of Albany CBFCO  
Damian Buswell – FESA
- Apologies: Adam Smith – FESA  
Jo Weekes – Albany SES  
Wendy Freeland – Red Cross  
Ric Linnet – Albany Port Authority  
Greg Broomhall – Department Environment & Conservation  
Brad Nelson – Telstra  
Sgt Mark Fairclough – Albany Police
- Observers: Rob Pulsford – WA Country Health Service  
Jill Robinson - WA Country Health Service

**3. GUESTS OF COMMITTEE:**

- 3.1 WA Country Health Service Population Health presentation: Great Southern Response to Pandemic Influenza. Rob Pulsford and Jill Robinson presented information on the current status of Swine Influenza within Australia and worldwide, as well as what measures WA and Australia were taking to manage the situation.

**4. CONFIRMATION OF MINUTES:**

**MOVED: M Selby**

**SECONDED: R Fenwick**

**That the minutes of the Local Emergency Management Committee Meeting held on 11<sup>TH</sup> March 2009 be confirmed as a true record of proceedings.**

**CARRIED**

**5. BUSINESS ARISING:**

Nil

**6. MATTERS FOR CONSIDERATION:**

- 6.1 Re-establishment of Local Welfare Emergency Management Committee

Sarah Evans indicated that DCP were working to ensure that each area had effective Welfare Arrangements. Part of this is the establishment of a Welfare Committee. Some discussion occurred and the following motion put forth:

**MOVED: R Fenwick**

**SECONDED: K Digney**

**That a Local Welfare Emergency Management Committee is established for the City of Albany Local Government Area**

**CARRIED**

**7. CONFIRMATION OF LEMC CONTACT DETAILS:**

The LEMC Contact details were circulated and updated as necessary.

**8. POST- INCIDENT/EXERCISE REPORTS:**

- 8.1 **Albany Surf Life Saving Club:**

Tom Marron reported that Albany SLSC had assisted Water Police and Denmark Police in a search for a missing person in the sea. The main search was called off after two days and Denmark Police were still involved.

## **8.2 Department for Planning and Infrastructure:**

Tony Fitzpatrick indicated that AMSA was changing from OSRICS (which is similar to AIIMS) to a fully-AIIMS system of Incident Management. Additionally, AMSA and DPI would be conducting 2-3 oil spill response courses in WA each year.

## **8.3 Chief Bush Fire Control Officer:**

Ross Fenwick reported that there had been a significant spike in fire incidents following the closing of the Restricted Burning Time and the requirement for a burning permit was no longer in place. A number of fires had escaped and required the attendance of the volunteer brigades. It was thought that there were more fire incidents immediately following the end of the Restricted Season than all of summer.

## **8.4 Water Corporation:**

John Dibble reported that Water Corporation has recently conducted Dam break exercises in Boddington and Katanning and that an exercise was being planned for Albany.

## **8.5 Albany Police (in absentia):**

Sgt Mark Fairclough contacted the executive officer prior to the meeting to provide details of recent incidents and exercises:

### **1. Plane Crash at Albany Airport on 05/03/2009.**

A DEC single engine spotter plane flipped onto its roof on landing due to application of the brakes while being caught in a cross wind. RAAF personnel present at the time assisted the pilot who was uninjured other than bruising to her knee. The RAAF Transfield fire truck attended while local emergency services were called. Appliances from FESA Fire and Rescue and St John Ambulance attended. Albany Police attended and assumed control of the incident. Albany Airport Management closed the main runway until 1520 when the aircraft was removed and the runway repaired. Both CASA and ATSB were notified. ATSB Canberra advised that under the circumstances they would not be conducting an investigation. DEC will conduct its own inquiry into the accident. The plane was fairly well intact but had slight damaged to the tail, wings and nose cone.

### **2. Albany Airport Emergency Procedures**

The draft copy of the Albany Airport Emergency Procedures has been completed and has been distributed to those LEMC Members on the Aerodrome Emergency Committee. As soon as those members have proofed the draft copy, a final draft copy can be forwarded to CASA for approval.

### **3. Suicide at The Gap in Torndirrup National Park on 26/03/2009**

Police received information that a person with a mental disorder had threatened self harm and had driven off. The threat was considered serious, but there was no information as to a possible destination. A "Look Out To Be Kept For" was broadcast to vehicles and a vehicle was dispatched to attend the Gap, before patrolling other likely areas. The patrol vehicle located the Vehicle of Interest in the car park at The Gap. Police conducted a search of the area and sighted a person at the base of the cliffs, believed to be deceased. It was considered too dangerous for Police to attempt to get close. Albany Sea Rescue and Albany FESA-SES Cliff Rescue were activated to assist police. Sea Rescue could not get

close due to the conditions and the SES Cliff Rescue team recovered the body without further incident at 2040 hrs.

**9. PROGRESS OF EMERGENCY RISK MANAGEMENT (ERM) PROCESS:**

Nil

**10. PROGRESS OF TREATMENT STRATEGIES FROM ERM PROCESS:**

Ben de Vries and Adam Smith (FESA) have met again to review the Community Risk Analysis and treatment strategies. Funding remains available from FESA for further progress with the ERM process and treatment strategies.

**11. PROGRESS OF DEVELOPMENT OR REVIEW OF LEMC EM ARRANGEMENTS:**

A draft of the Arrangements in folder format has been developed

**12. TRAINING:**

The state emergency management training calendar was provided for attendees.

**13. GENERAL BUSINESS:**

**13.1 Silver Chain – National Rural and Remote Conference:**

Lesley Pearson noted that the National Rural and Remote Conference is coming up. The focus will be on how a community recovers from a disaster and Lesley said she will bring information from it to the next LEMC when she is available. Silver Chain also has a group looking at environmental changes and how such changes will affect communities.

**13.2 State Welfare Plan:**

Sarah Evans mentioned that the State Welfare Plan had been adopted in March 2009.

**13.3 Emergo Train**

Mark Selby mentioned that by November, there will be two Emergo Train qualified people in the Great Southern and hopefully this will mean course can be conducted.

**13.4 Interagency meeting of Albany Health Services**

Lesley Pearson noted that the meeting of Albany's various health agencies was pending.

**13.5 Silver Chain and H1N1 Influenza**

Lesley Pearson noted that Silver Chain has been included in the 'information loop' about the H1N1 influenza and this was essential for the rural and remote nursing posts, especially in identifying high-risk patients. While this strain has turned out to be relatively mild, it has been a good dress rehearsal.

**13.6 Department of Education – H1N1 Influenza plans**

Steve Dean stated that all DET schools had Pandemic Influenza plans in place. In the event that a student was infected with H1N1 influenza, the whole school would be closed for one week.

**13.7 Australian Safer Communities Awards**

Ben de Vries highlighted that the Australian Safer Communities Awards were open for nominations and provided relevant information.

**14. NEXT MEETING:**

Wednesday 9<sup>th</sup> September 2009 at 9am in the City of Albany Civic Area.

**15. CLOSURE**

Meeting closed at 09.45am

**CITY OF ALBANY  
HERITAGE ADVISORY SERVICE**

**To:** Ian Humphrey  
Snr Planning Officer  
**From:** Helen Munt  
**Date:** 17 June 2009  
**Subject:** Middleton Beach Surf Club  
Premises, Flinders Pde.

Tel: 0417 955 623  
hbm@linq.net.au



---

**Type of Application:** Additions to Club Premises

**Heritage Listings:** No.  
Related Listing: City of Albany MHI - Ellen Cove Jetty and Norfolk Island Pine Trees

**Conservation Plan:** n/a

**Recommendation:** That the application to remove one Norfolk Island Pine Tree as identified on the plans is supported subject to any conditions noted in this advice.

**Background**

The place that is the subject of the application is not heritage listed. The following comments are provided in light of any potential implications on the adjacent Category B listed place – Ellen Cove Jetty and Norfolk Island Pine Trees, Flinders Parade, Middleton Beach (City of Albany Municipal Heritage Inventory) in particular any perceived impact with the removal of one of a Norfolk Island Pine Tree given the heritage values associated with the pine trees in the Middleton Beach precinct.

**Comments**

The proposed development requires that a Norfolk Island Pine Tree be removed on the eastern side of the building to aid in the visual access to the patrolled beach from the first floor balcony. Other trees within close proximity to the club premises are to be retained.

**Conditions:**

That due care is taken to ensure that the other identified Norfolk Island Pine Trees - or others within the precinct - are not damaged or compromised (including root systems) during ground and construction works.

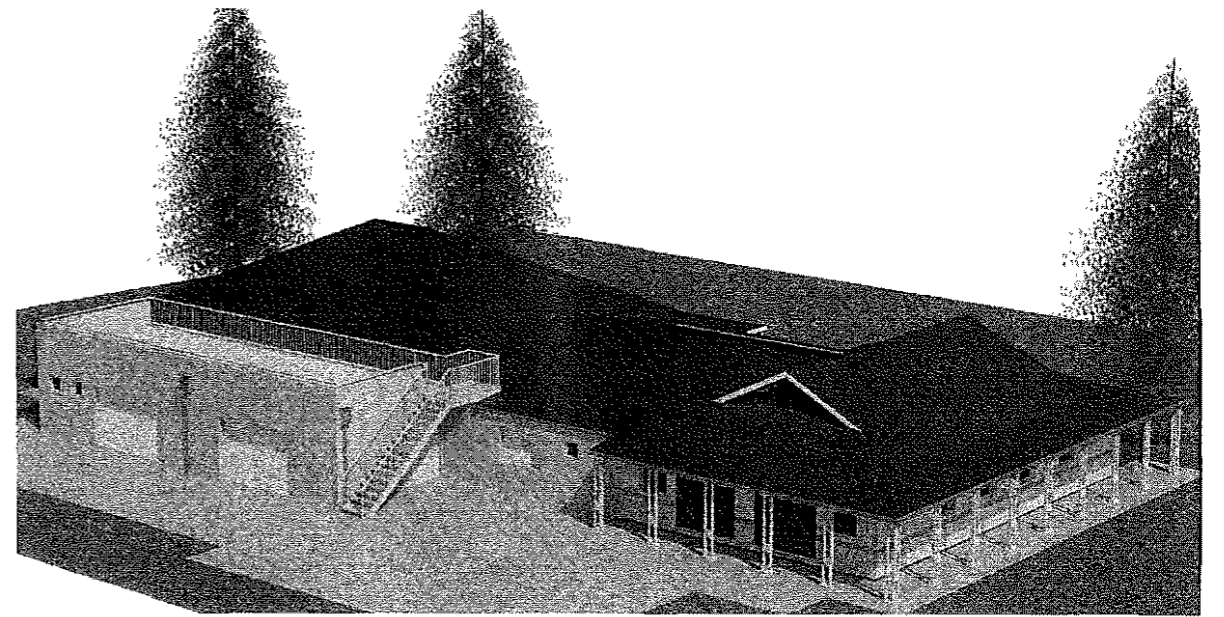
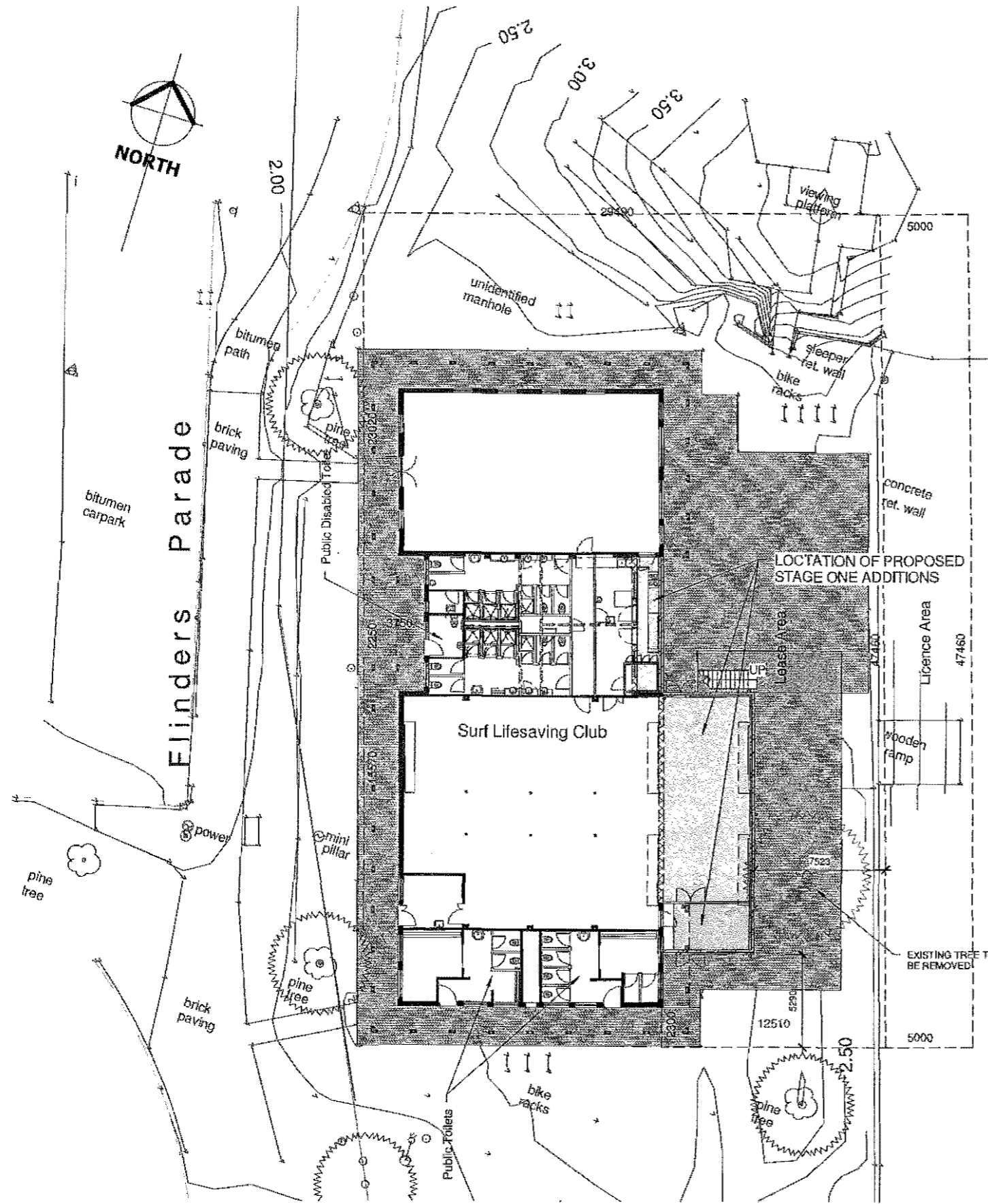
That any proposed necessary removal of other trees owing to circumstances not currently identified (i.e. during construction works) is referred to the Regional Heritage Advisor for advice.

**Unresolved or other issues:**

None

**Other comments:**

None



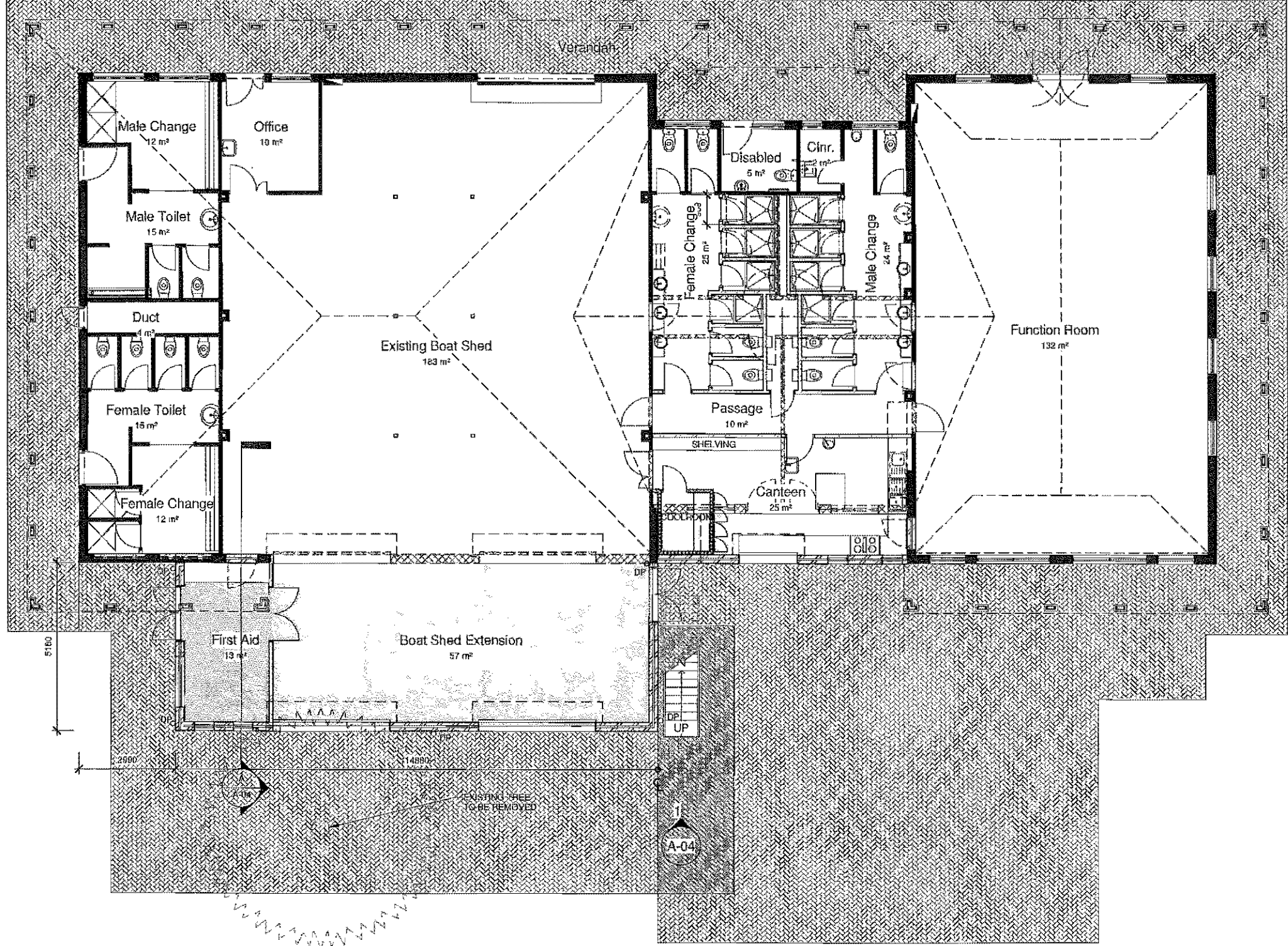
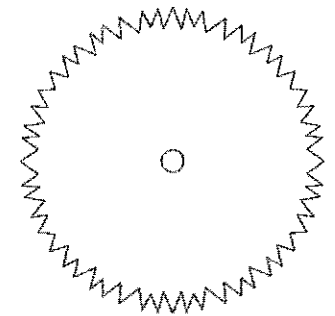
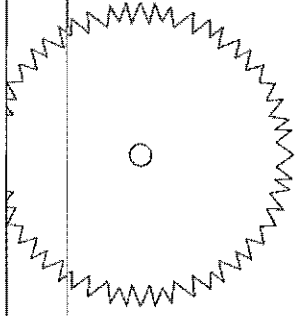
2 Stage 1 - Birds-eye View  
1:1

## Albany Surf Lifesaving Club Upgrade Stage 1

1 Stage 1 Site  
A-04 1:200

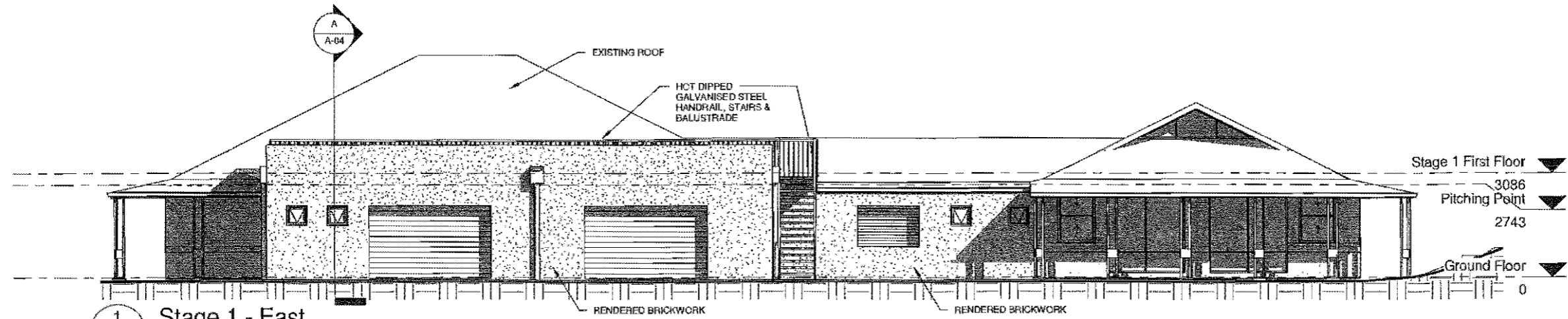
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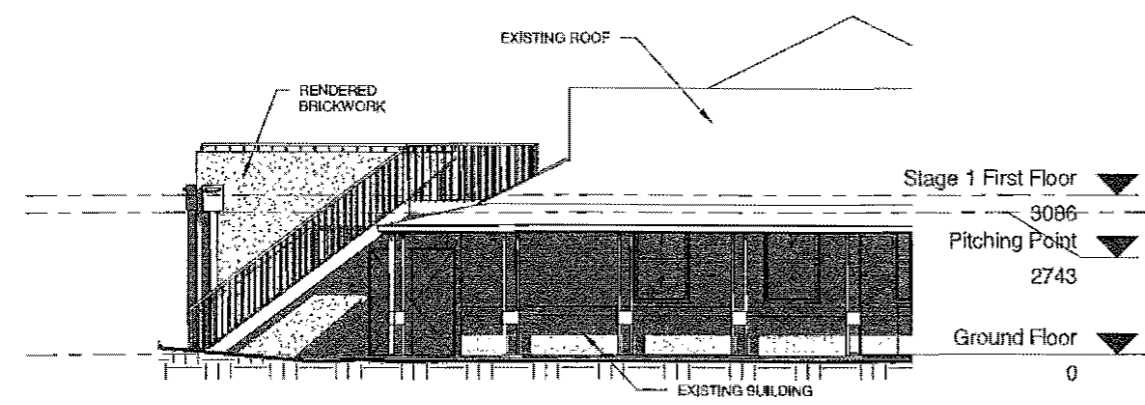


1 Stage 1 Ground Floor  
A-04 1:100

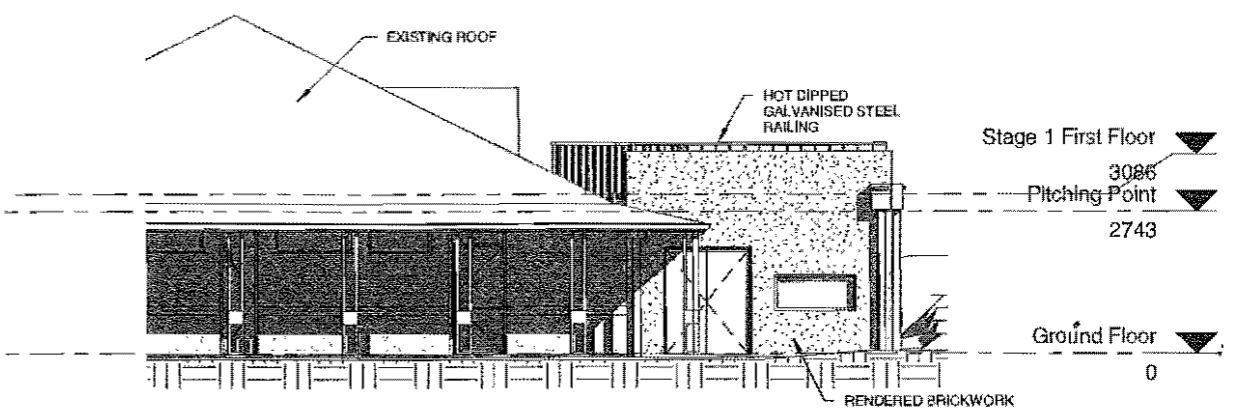
A-02



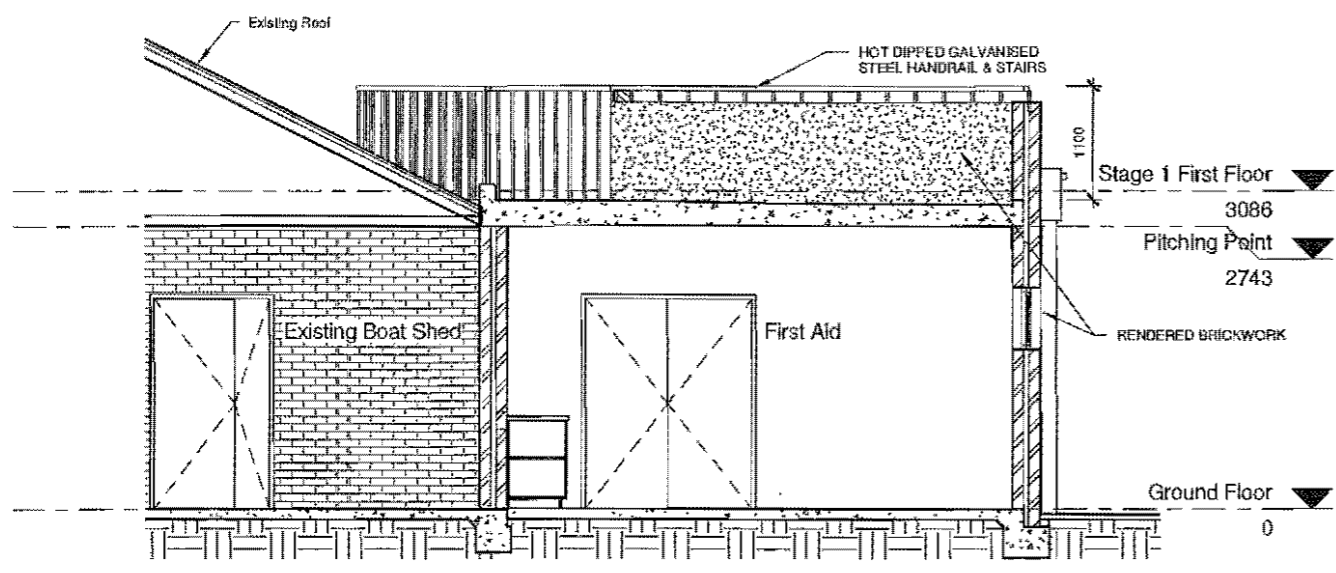
1 Stage 1 - East  
A-02 1:100



2 Stage 1 - North  
A-02 1:100

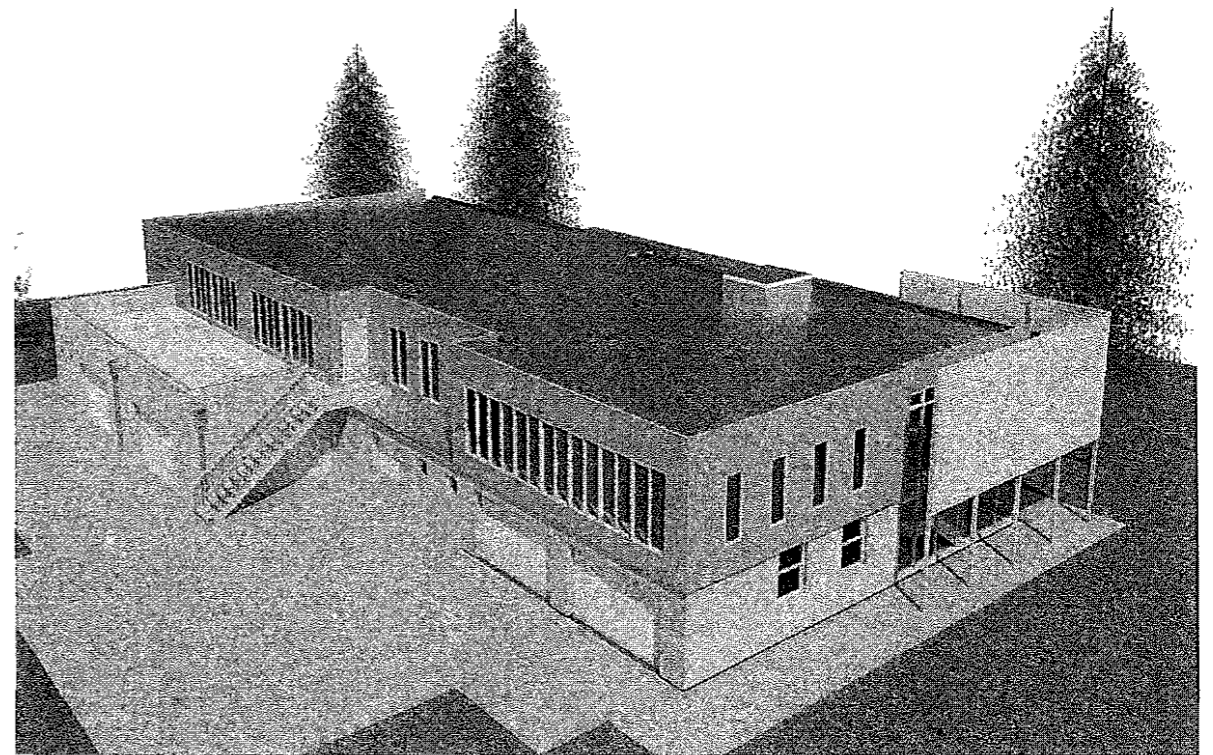
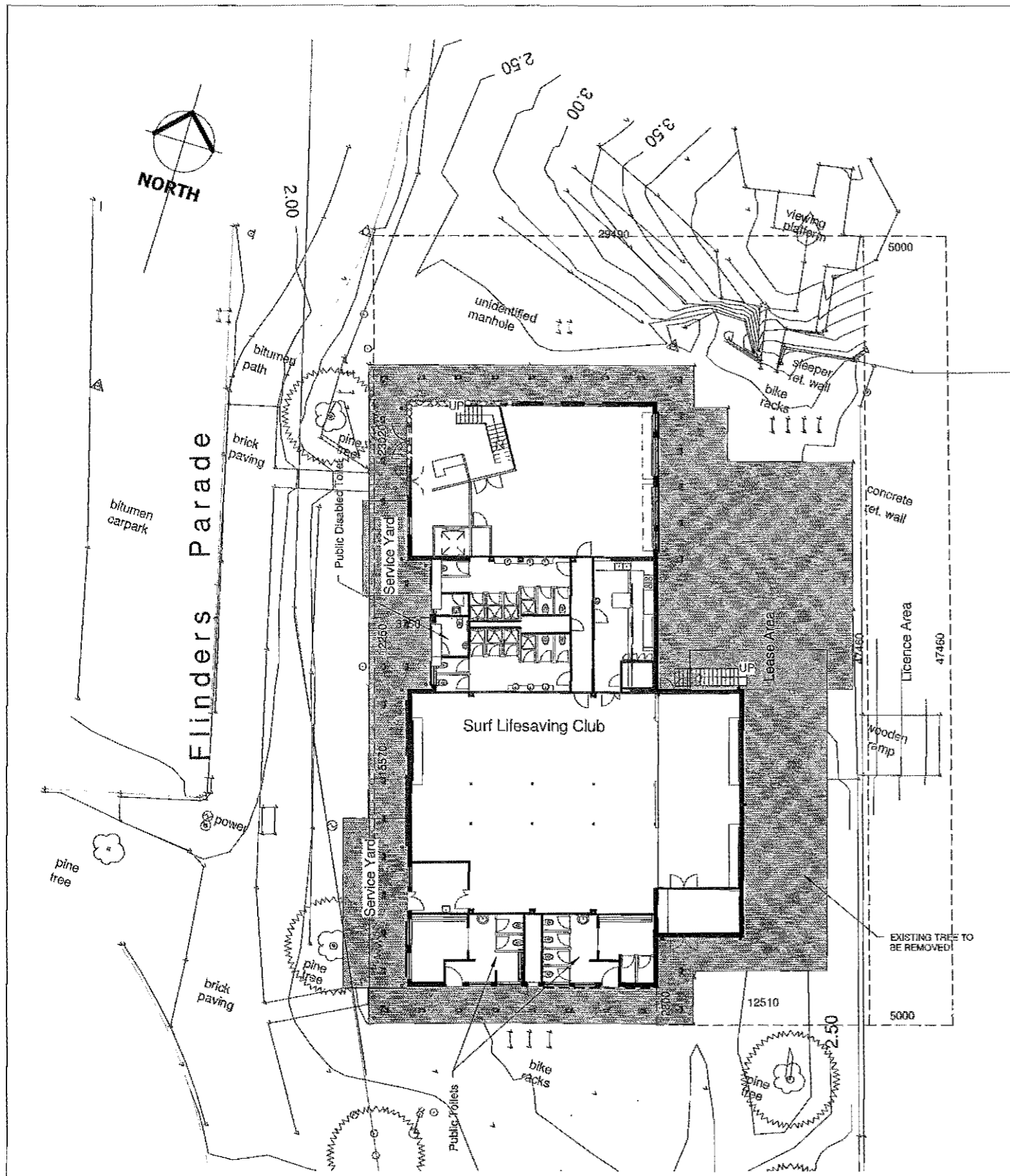


3 Stage 1 - South  
A-02 1:100



A Stage 1 - Section A  
A-02 1:50

A-04



2 Stage 2 - Birds-eye View  
1:1

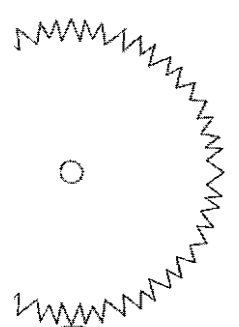
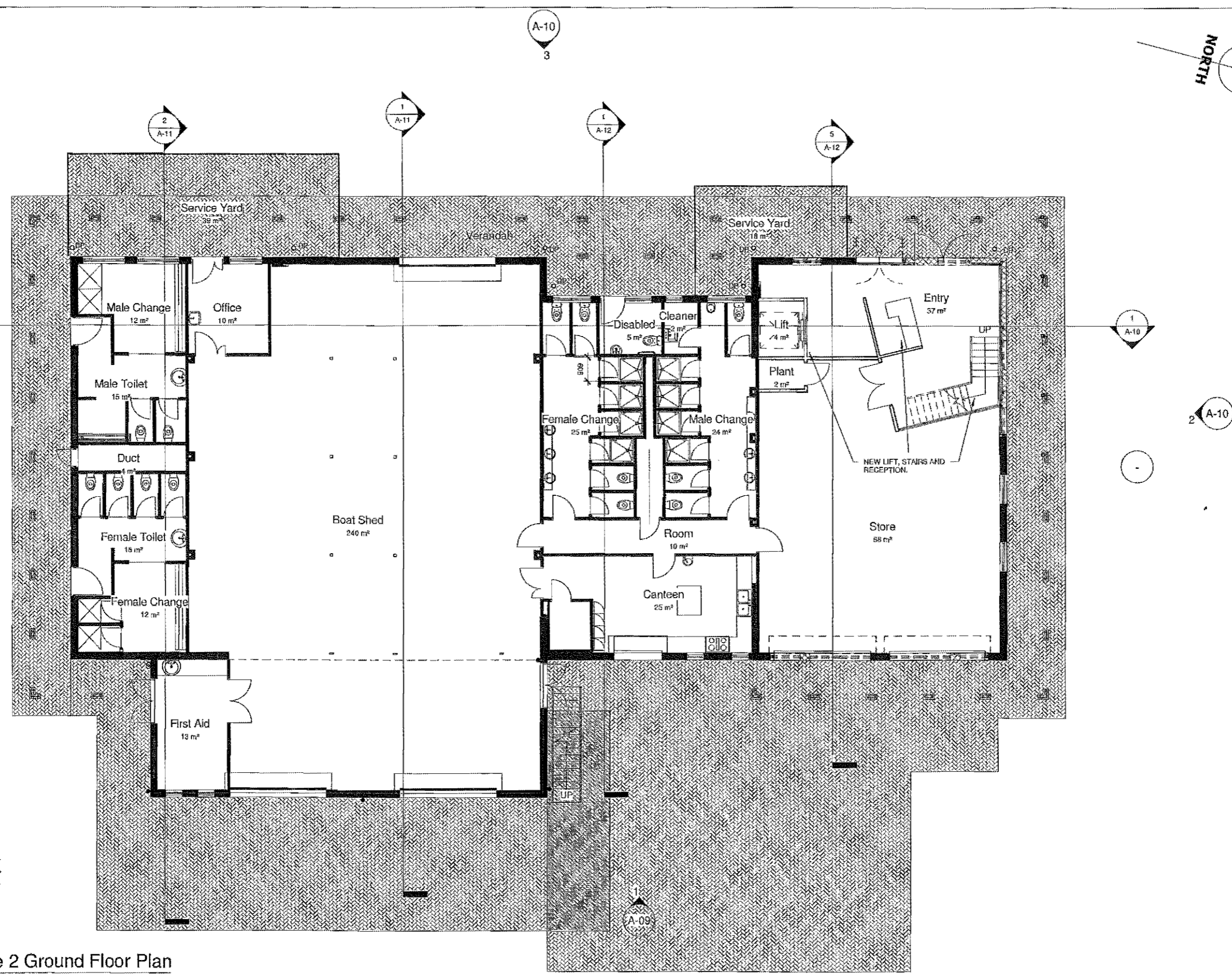
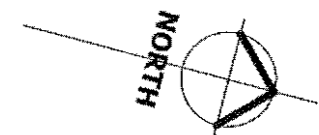
## Albany Surf Lifesaving Club Upgrade Stage 2

1 Stage 2 Site  
A-04 1:200

A-06

Stage 2 Site Plan	Middleton Beach Albany	Drawn Author	Scale As Indicated	Issue Date Issue Date
Albany <b>14</b> Lifesaving Club	Project Number	<small>CHECK ALL DIMENSIONS AND REPORT ANY DISCREPANCY TO 22 POINT 4 ARCHITECTURE PRIOR TO CONSTRUCTION. THIS DRAWING IS COPYRIGHT PROTECTED. IT SHALL NOT BE USED WITHOUT WRITTEN APPROVAL FROM 22 POINT 4 ARCHITECTS.</small>		





1 Stage 2 Ground Floor Plan  
A-04 1:100

A-07

**22 point 4**  
architecture  
interior design

76 Seymour Street  
Albany 6320  
Email: pctm@westnet.com.au  
p 9941 8806 f 9941 8806

Stage 2 Ground Floor Plan

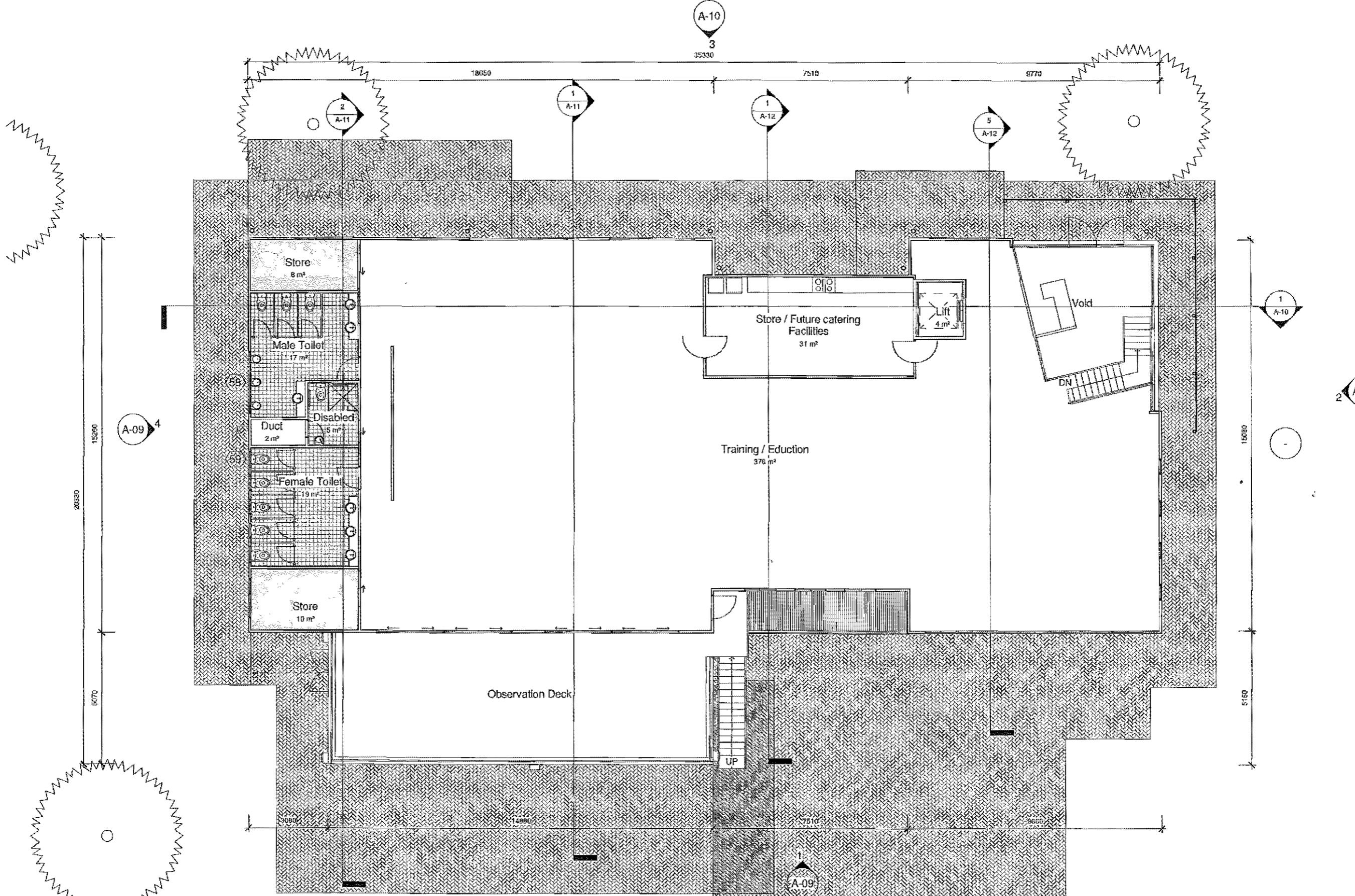
Albany **15** Lifesaving Club

Middleton Beach Albany

Project Number

Drawn	scale	Issue Date
Author	1:100	Issue Date

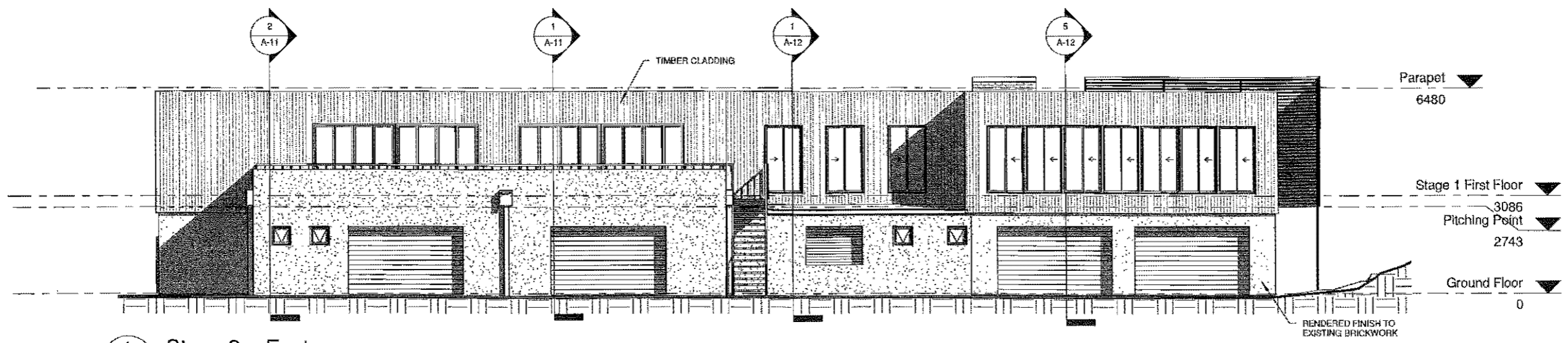
CHECK ALL DIMENSIONS AND REPORT ANY DISCREPANCY TO 22 POINT 4 ARCHITECTS PRIOR TO CONSTRUCTION. THIS DRAWING IS COPYRIGHT PROTECTED. IT SHALL NOT BE USED WITHOUT WRITTEN APPROVAL FROM 22 POINT 4 ARCHITECTS.



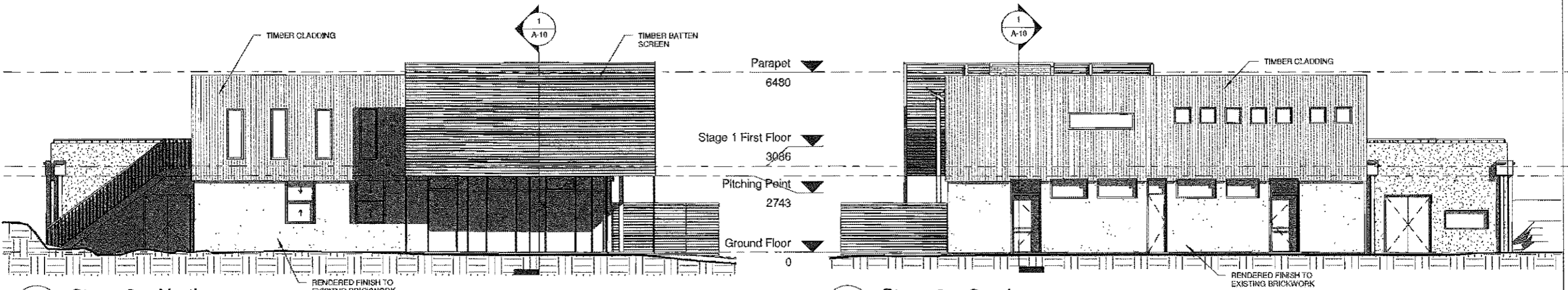
1 Stage 2 First Floor Plan  
A-04 1:100

A-08



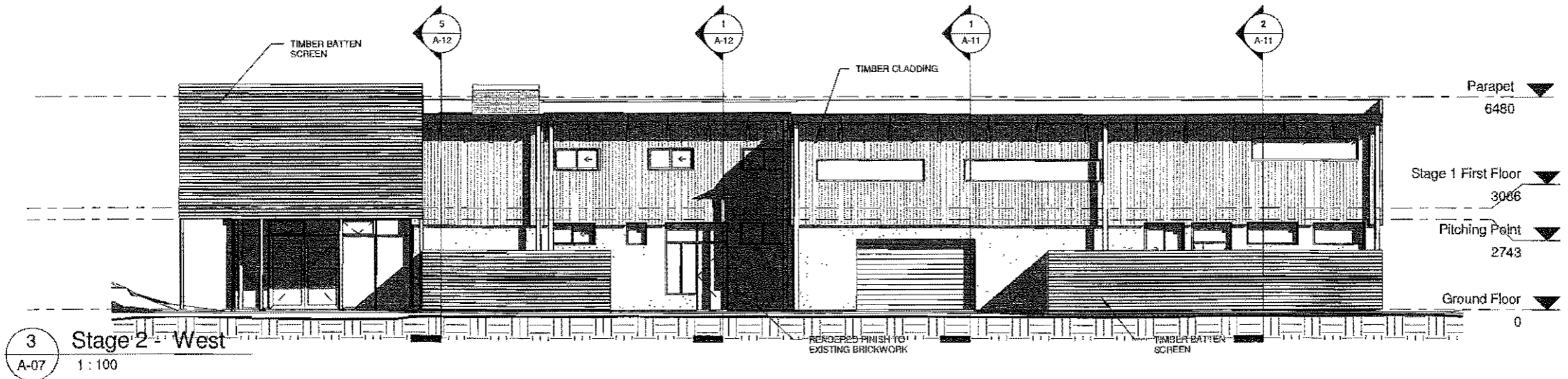


1 Stage 2 - East  
A-07 1:100



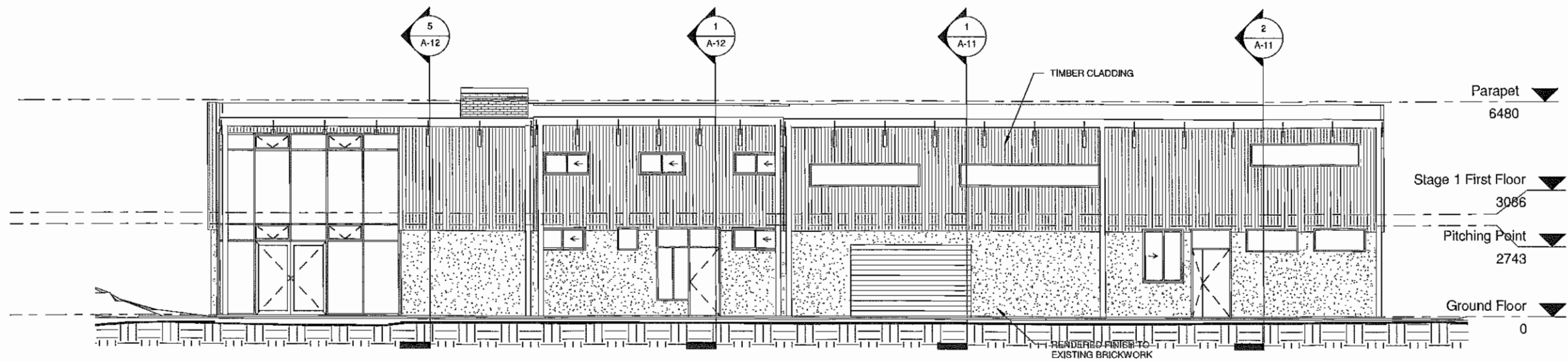
2 Stage 2 - North  
A-07 1:100

4 Stage 2 - South  
A-07 1:100

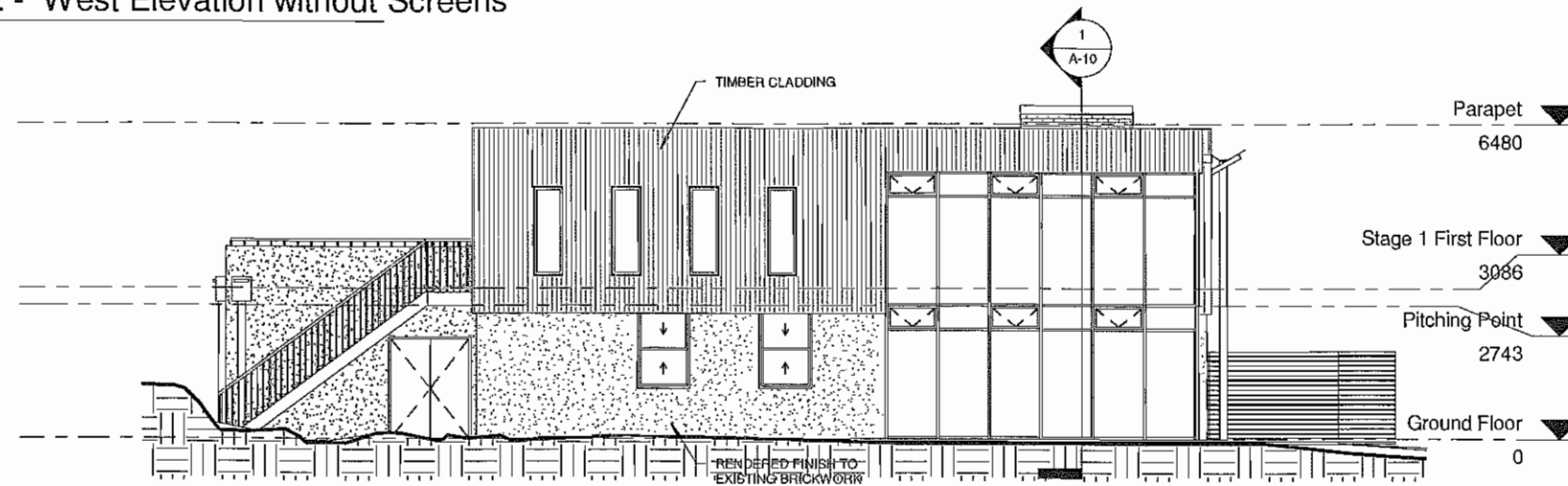


3 Stage 2 - West  
A-07 1:100

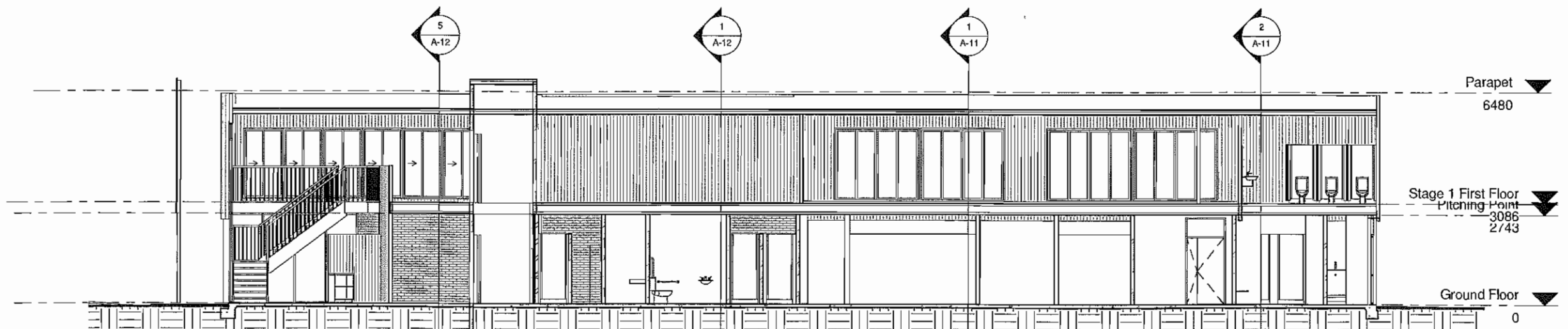
A-09



3 Stage 2 - West Elevation without Screens  
A-07 1:100



2 Stage 2 - North Elevation without Screens  
A-07 1:100



1 Stage 2 - Section 1  
A-07 1:100

A-10

# **PLANNING REPORT**

## **PROPOSED DAY HOSPITAL**

**LOT P14 PIONEER ROAD, CENTENNIAL PARK, ALBANY**

**AYTON BAESJOU**  
PLANNING

ABN: 15 061 140 172

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

**March 2009**



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## **1. INTRODUCTION**

The owner of Lot P14 on Pioneer Road, Centennial Park proposes to expand the existing medical centre to include a day hospital on the site. The following report provides background information in support of the proposal.

## **2. LOCATION, AREA & ZONING**

The site is located on the corner of Pioneer Road and Wellington Street, some 2 km north west of the Albany CBD. (Refer - Location Plan) The Lot is 8914m<sup>2</sup> in area and zoned "Clubs and Institutions" under the provisions of the City of Albany's Town Planning Scheme No 1A. A medical centre and hospital are "SA" uses within the "Clubs and Institutions" zone, ie. uses which are not permitted unless Council approval is granted following advertising for public comment.

## **3. SITE DESCRIPTION**

The Property is triangular in shape and slopes from west to east with a five metre fall from Pioneer Road to the rear of the property. The property has previously been completely cleared of any remnant vegetation and the undeveloped portion of the property is now covered in Kikuyu grass and Taylorina. A soil investigation carried out by GP Walker and Associates in November 2000, found that the natural ground is a peaty layer of approximately 0.5m deep over a deep layer of clean, coarse greyish, white firm sand. Prior to building it was recommended that the peaty layer be removed and stock piled and the stripped areas be compacted and backfilled with clean compacted sand fill to design levels for the development. As Acid Sulphate soils are known to be present in the locality, a detailed investigation will be undertaken prior to development and if found, an Acid Sulphate Management Plan will be prepared for the site.

All major services such as deep sewerage, scheme water, power, telecommunications, district drainage system and sealed road are available and can be connected/extended to service the development. Wellington Street is currently unconstructed down the eastern boundary of the property, however, it is expected to be constructed in order to service land recently and currently being rezoned for residential purposes to the north and east.

In terms of surrounding land use, there is a mix of uses, with Tourist Residential zoning to the south and south east which has been developed for motel and caravan park use, Clubs & Institutions zoning to the east which has been developed as a church and residential development to the south west, west and north west. As noted above, medium density housing to the R60 density code is proposed to the north and east of the property. Parks and Recreation reserved land is located to the north east.

#### **4. PREVIOUS DEVELOPMENT**

In January 2002, planning scheme consent was granted for a similar proposal covering much of the site. (Refer attached Plan) The project was subsequently scaled back and approval granted in September 2004 for the existing medical centre which has been developed on the site. In August 2006, approval was granted for a pharmacy to be co-located on the site together with a minor extension to the consulting rooms. The various developments have been advertised for public comment with only one objection being received when the first proposal was advertised in 2001. Five of the submissions supported the proposal. The main concern related to potential impact of increased traffic and the need for measures to ensure pedestrian safety. A traffic management plan was prepared to address these matters and a footpath was subsequently constructed adjacent to the development.

#### **5. PROPOSED DEVELOPMENT**

The existing medical centre consists of 564m<sup>2</sup> and the pharmacy 207m<sup>2</sup>. It is proposed to add an additional 1690m<sup>2</sup> for the proposed day surgeries and associated healthcare tenancies. An additional area for future healthcare tenancies of 680m<sup>2</sup> is also included in order to present the ultimate development of the site. This brings the total floor space to 3246m<sup>2</sup>. In terms of plot ratio (0.36), this is well below the maximum plot ratio of 0.5 stipulated for the Clubs and Institution zone in Council's development standards.

In order to cater for current demand while the complex is being constructed, it is proposed to construct temporary consulting rooms consisting of 105m<sup>2</sup> adjacent to the Wellington Street road reserve. This temporary structure will be removed once the final stage of the complex is completed.

Site plans and elevations are attached to illustrate the proposed development. Key elements of the overall plan are summarised below.

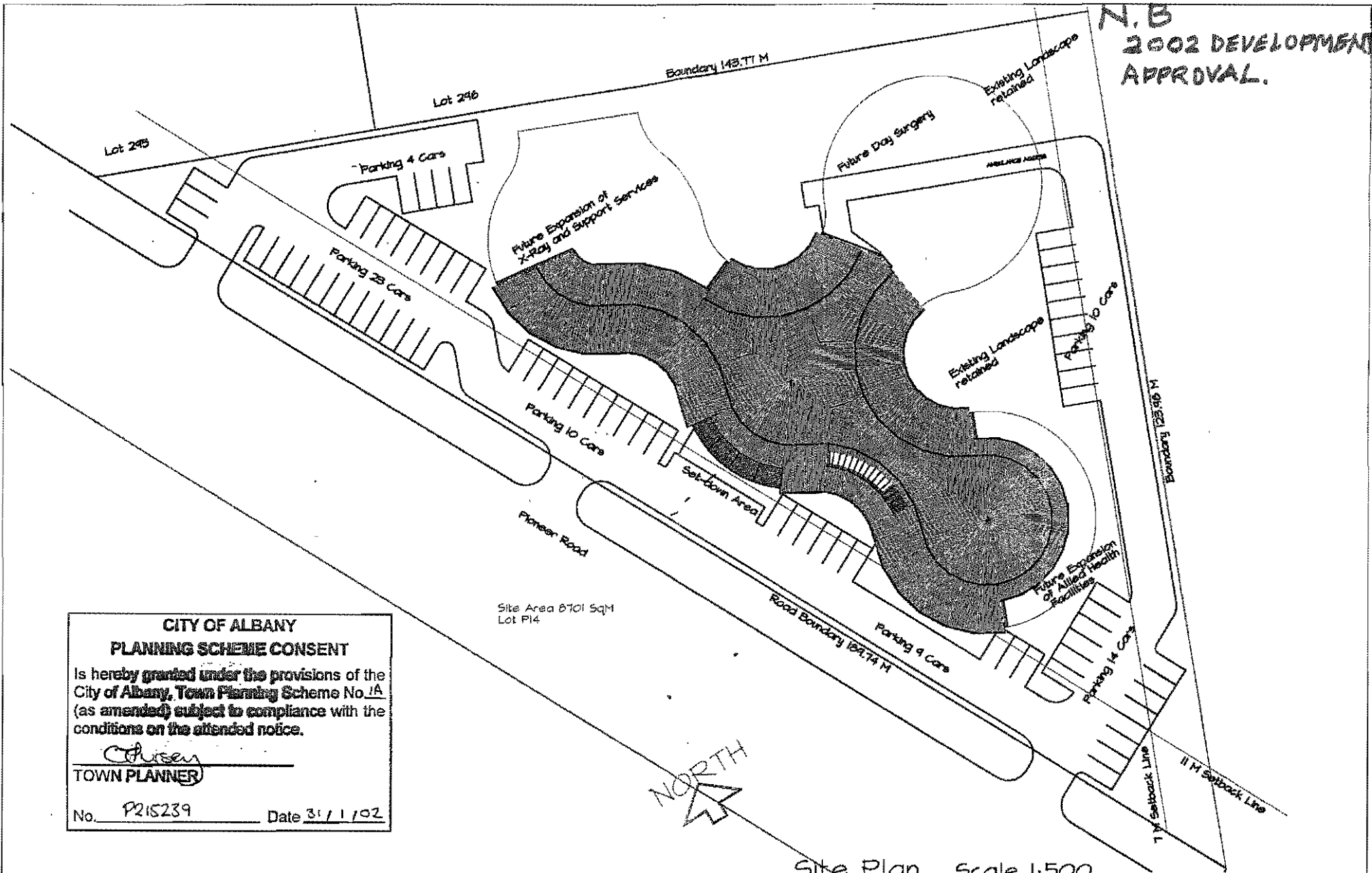
##### **5.1 Site Plan and Elevations**

The proposed development will effectively be contained on one level which will be cantilevered to minimise disturbance to the site and to allow for undercroft car parking. Plant room equipment will be housed above the four day surgeries which are grouped on the eastern side of the floor plan.

The height of the roof varies between 9 – 13.5 metres when viewed from the Wellington Street (eastern) elevation and 10 – 13.5 metres from the northern boundary. The visual impact from the northern boundary is significantly reduced by the design which helps to minimise the bulk of the building. Materials and colours will replicate those used on the existing buildings.

In terms of the rear setback, the zone stipulates a 7.5 metre setback. As the building is curved, the setback varies from a minimum of 2.8 metres to 36 metres. If averaging of the setback is used, then the building will comply with the setback. Alternatively, a relaxation of the setback is requested, as provided for in section 4.10 of the City of Albany's Town Planning Scheme No. 1A. Fencing and landscape screening along the boundary will help to minimise any potential impact on the future development of the land to the north.

**N.B**  
**2002 DEVELOPMENT**  
**APPROVAL.**



Site Area 8701 SqM  
 Lot P14

**CITY OF ALBANY**  
**PLANNING SCHEME CONSENT**

Is hereby granted under the provisions of the City of Albany, Town Planning Scheme No. 1A (as amended) subject to compliance with the conditions on the attended notice.

*Chisen*  
 TOWN PLANNER

No. P215239 Date 31/1/02

Site Plan Scale 1:500

The side setback requirement to Wellington Street is based on 2 metres per storey. A 2.85 metre setback is provided to the edge of the slab for the main floor level and 4.61 metres to the outer wall of the plant rooms which effectively form the second storey.

The temporary consulting rooms are setback 1.43 metres and require a relaxation. These consulting rooms are domestic in scale and are similar to the existing buildings on the site. Height to the top of the roof is five metres. It is also likely that Wellington Street will be constructed above ground level which will further reduce the impact of the consulting rooms.

## **5.2 Car Parking, Access and Egress**

Currently, 48 car bays and two drop off bays have been constructed and landscaped along the Pioneer Road frontage. These bays will predominantly provide for the public and provision is well in excess of the number of bays required (24) for the existing medical centre and pharmacy. Staff car parking will be concentrated further within the site where another 76 car bays will be provided, bringing the total number to 124 car bays. This is in excess of the number required if based on one car bay per 40m<sup>2</sup> for the 3039m<sup>2</sup> of medical floorspace and one car bay per 20m<sup>2</sup> for the pharmacy resulting in a total requirement of 86 bays.

Access and egress to the site is proposed via two existing access points onto Pioneer Road as previously agreed in the establishment of the existing medical centre. Kerbing and provision of a public footpath have also previously been provided.

## **5.3 Temporary Consulting Rooms**

The temporary consulting rooms will be the first stage to be built to meet immediate demand while the main building is being constructed. The three additional car bays required for the 105m<sup>2</sup> building will be accommodated by the existing car bays fronting Pioneer Road where an excess of bays has previously been provided.

## **5.4 Landscaping**

25% of the site is required to be landscaped and can be accommodated as shown indicatively on the site plan. Particular emphasis will be placed on landscaping adjacent to the northern and eastern boundaries.

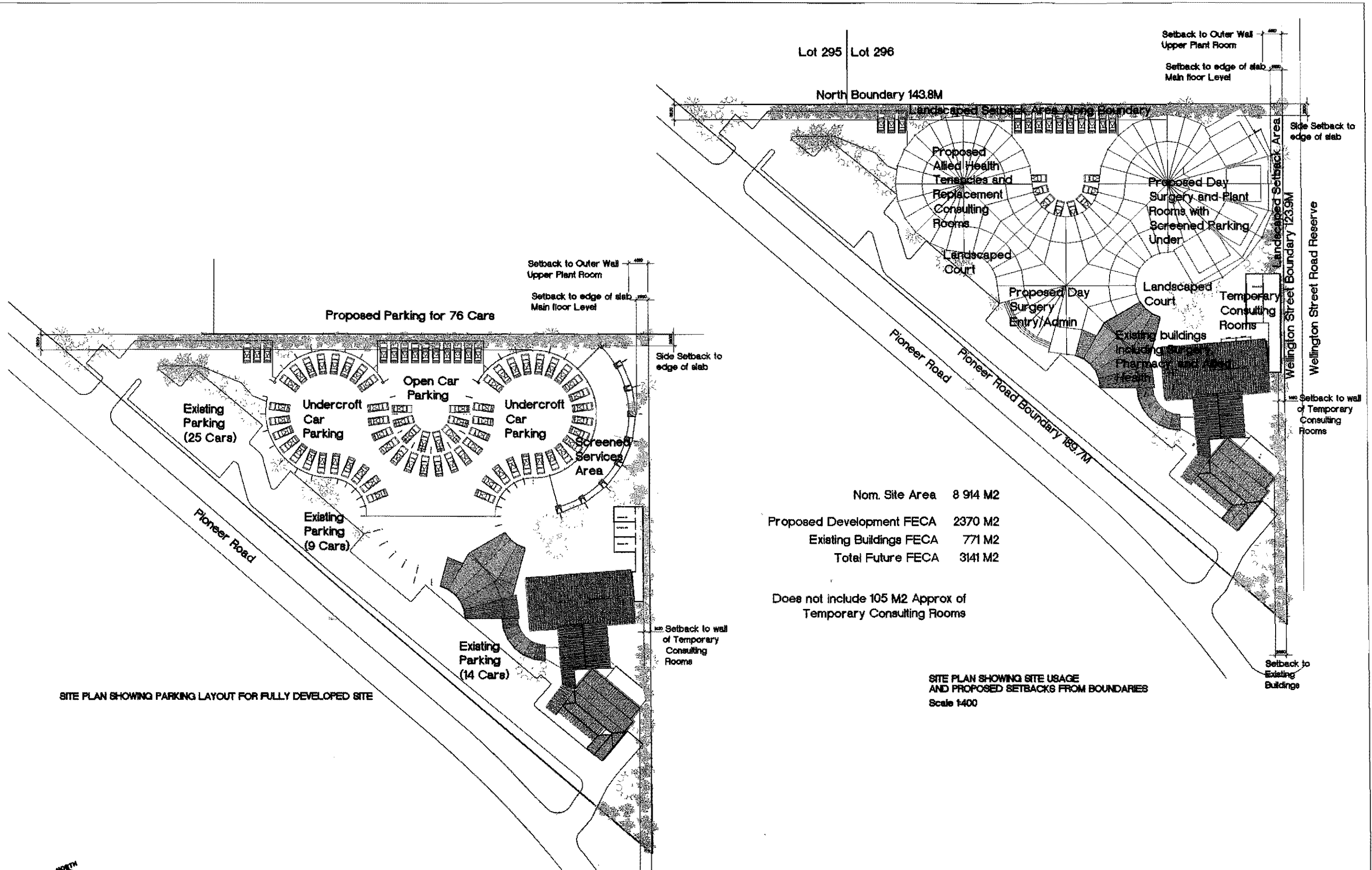
## **6. CONCLUSION**

Currently there are few opportunities for the development of medical clinics and hospitals under existing zoned land with in Town Planning Scheme Nos. 1A and 3.

The site in question allows Council to consider such developments and approval has previously been granted following advertising for public comment for a major development on the site.

It is considered the proposal is in keeping with existing development of the site and the mixed use nature of the locality. All essential services are available to accommodate the development and the centre will provide a significant additional service for Albany residents, particularly those living in the locality.

For HP 2/20 with A in Landscape Field



Nom. Site Area	8 914 M2
Proposed Development FECA	2370 M2
Existing Buildings FECA	771 M2
Total Future FECA	3141 M2

Does not include 105 M2 Approx of Temporary Consulting Rooms

SITE PLAN SHOWING SITE USAGE AND PROPOSED SETBACKS FROM BOUNDARIES  
Scale 1:400

SITE PLAN SHOWING PARKING LAYOUT FOR FULLY DEVELOPED SITE



**Design Copyright:** Angelo Strano ARCHITECT  
**AR-CAD Design**  
 11 Pope Avenue TORONTO 6000  
 Western Australia  
 Ph 4345 1721 Fax 4345 1735  
 email: info@ar-cad.com.au

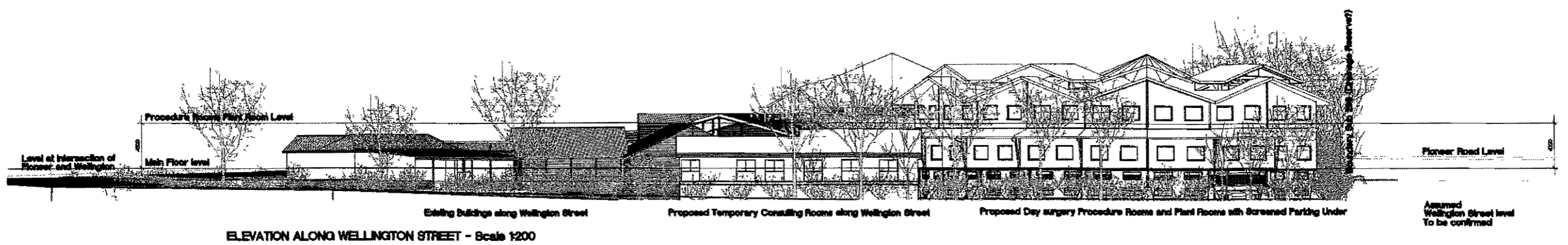
**A Strano CONSTRUCTION**  
 Lot 1 Halesop Road CAPEL  
 Western Australia  
 email: kipling@strano.com.au

**Project:** Proposed Day Surgery  
**Site:** Lot P14 Pioneer Road  
**Per:** NORTH ALBANY  
 North Road Family Practice  
 Western Australia

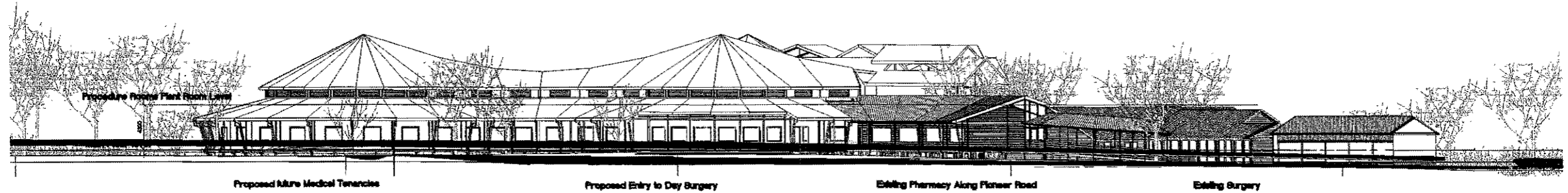
**SITE PLANS - SCALE 1:200**  
**PROPOSED DAY SURGERY FOR PIONEER HEALTH - NORTH ALBANY**

Sheet No: **DA 01**  
 Drawn: Jan 2009

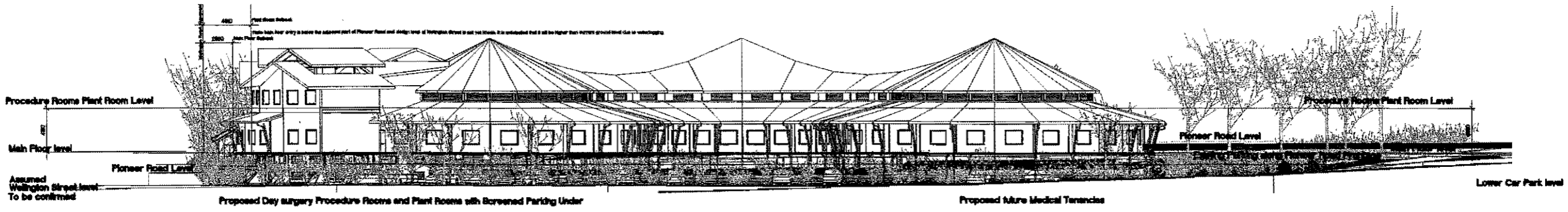
For IFC 2/20 with AI in Landscape Phase



ELEVATION ALONG WELLINGTON STREET - Scale 1:200



ELEVATION ALONG PIONEER ROAD - Scale 1:200



ELEVATION ALONG NORTHERN BOUNDARY WITH LOT Sub 296 - Scale 1:200



**Design Copyright** Angela Strano ARCHITECT  
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**A Strano CONSTRUCTION**  
 Lot 1 Milling Road CAPEL  
 Western Australia  
 email: kryptone@net.net.au

**Project:** Proposed Day Surgery  
**Site:** Lot P14 Pioneer Road  
**Location:** NORTH ALBANY  
 Western Australia

ELEVATIONS SCALE 1:200  
 PROPOSED DAY SURGERY FOR PIONEER HEALTH - NORTH ALBANY

Sheet No DA 02  
 Drawn: Jan 2009

CRAYON 2009 Heavy Day Hump Day 2.01.09-3.01.09 1100 Streets DA 2008 St 18.dwg, 11/01/09 11:29:39



Department for Planning and Infrastructure  
Government of Western Australia

DPI Albany

178 Stirling Terrace, Albany WA 6330  
Tel: (08) 9892 7333 Fax: (08) 9841 8304 www.dpi.wa.gov.au

**Fax**

TO:	Craig McMurtrie	FAX No:	9841 4099		
FROM:	Mark Jendrzajczak DPI	TEL No:	9892 7306	FAX No:	9841 8304
		EMAIL:	mark.jendrzajczak@dpi.wa.gov.au		
DATE:	1 July 2009	PAGES (Incl. this one):	2	FILE No:	your ref: SAR141/PA284 64/SAR141 our ref: 853/5/21/2PV 6

**RE: SCHEME AMENDMENT REQUEST (SAR141) AT 36-38 FEDERAL ST, AND 39-52 GLADVILLE RD, MCKAIL.**

Dear Craig

The following comments are provided in relation to the above proposal:

1. DPI is not supportive of rezoning the site to Special Residential. It is acknowledged that the subject land is in proximity to Albany Speedway and existing Special Residential development lies immediately east of the subject land. However:
  - a) The subject land is identified in the Albany Local Planning Strategy (ALPS) for urban residential development. A Special Residential zoning is contrary to this strategic guidance and would have capacity to prevent fully serviced urban residential development on the land as envisaged by ALPS; and
  - b) Amendments dealing with adjacent land immediately west and south of the subject land have recently been adopted by the Council for rezoning from Special Rural to Residential Development (Amendments 267 and 277 to TPS 3). Land to the south east has also recently been rezoned to Residential Development. This zoning would provide for structure planning and ultimately fully serviced urban residential development in accordance with ALPS. Extension of utility services including reticulated sewer is therefore envisaged for this area. Use of such services to allow for urban residential development to occur on the subject land (as opposed to unserviced Special Residential lots) is appropriate and consistent with orderly and proper planning for the locality.
2. DPI therefore considers that a Residential Development zoning is more appropriate for the subject land, consistent with ALPS and other recent rezonings in the immediate locality, subject to noise impacts from the nearby Speedway being suitably managed.
3. It is recommended that prior to initiating any Scheme Amendment you consult with Main Roads WA regarding potential impacts on Albany Highway resulting from additional traffic entering via Gladville Road and/or Federal Street intersections.

Please don't hesitate to call me if you wish to discuss this advice.





**Department for Planning and Infrastructure**  
Government of Western Australia

Regards

Mark Jendrzziejczak



harley  
survey group

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E: [hsgalb@harleygroup.com.au](mailto:hsgalb@harleygroup.com.au)

# SCHEME AMENDMENT REQUEST

FEDERAL STREET AND GLADVILLE  
ROAD, MCKAIL

SUBMISSION TO CITY OF ALBANY

ON BEHALF OF NP & KK RYDE

MARCH 2009

## 1.0 INTRODUCTION

This Scheme Amendment Request is in relation to Lots 36-38, Lots 41-45 and Lots 47-52 Federal Street and Lots 39, 40 and 46 Gladville Road, McKail (the subject land), refer to the 'Site Plan' at the rear of this report for details. It establishes the strategic suitability of rezoning these properties and discusses the issues that are required to be addressed in any future scheme amendment documentation.

The proposal is to rezone the subject land from 'Rural' to 'Special Residential' in City of Albany Town Planning Scheme No.3, by extending the existing Special Residential Area No. 9 provisions and allowing further limited development of the subject site.

The rezoning will create a buffer between the speedway and the proposed residential area to the south whilst creating an environment that will improve the current land use controls, promote revegetation, offer housing choice and reduce existing lot sizes to a more manageable area for residential use.

The land is already a pseudo special residential development; the rezoning would confirm the existing land use but improve the character and amenity of the area by allowing for the simple subdivision of the properties to allow for house sites to face both Gladville Road and Federal Streets. The rezoning will also remove the existing inappropriate rural zoning and reduce the potential for land use conflict between rural pursuits and residences.

This proposal was initiated by, and has the support of, the majority of landowners in the subject land.

## 2.0 LOCATION AND SITE DETAILS

### 2.1 Location

The land the subject of this request is located approximately 7 kilometres northwest from the Albany CBD, via Albany Highway. The subject land has a total land area of approximately 16.2ha. See the **Location Plan** at the rear of this report for details of location.

### 2.2 Land Details

This proposal includes Lots 36-38, Lots 41-45 and Lots 47-52 Federal Street and Lots 39, 40 and 46 Gladville Road, McKail. These lots will be referred to as the subject land.

The subject land slopes from a high point of approximately 65m AHD in the southwest corner to a low point of approximately 55m AHD on the eastern boundary of the subject land.

### 2.3 Site Description

The subject land is zoned 'Rural'. The subject land slopes down to the east and is developed with single houses with large open spaces. Due to the size of lots, some are poorly maintained. These lots are not of a size suitable for stock grazing, but can be too big for maintenance by landowners. See **Site Plan** for details.

### 2.4 Surrounding Land Uses

The subject land directly adjoins Special Residential Area No.9. This area has a minimum lot size of 4000m<sup>2</sup> and is gradually being developed with new housing stock. The proposed rezoning of the subject land to 'Special Residential' proposes a similar style of development.





To the west of the subject land are large land parcels zoned 'Rural'. This land is currently undergoing rezoning to 'Residential Development' to enable future structure planning and development of urban residential uses.

To the north of the subject land is the Western Power District Sub-Station and the Atwell Park Speedway. A considerable investigation into the effect of the Atwell Speedway on the subject land has been undertaken by Herring Storer acoustic engineers, this is discussed elsewhere in this report.

## **2.5 Access**

Access to the subject land is from Federal Street and Gladville Road. Both of these streets are built to outer residential standards with bitumen seal and table drainage. The result of the rezoning would be a general increase in the number of vehicles using Gladville Road.

## **2.6 Drainage**

### **Natural**

There is a natural low point just outside of the subject land running through the public open space at the corner of Gladville Road and the unnamed road reserve running north-south between Gladville and Federal Street (Lot 7452). The subject land slopes down toward this drainage line.

### **Artificial**

Open road-side drains are used in this area to direct road drainage. The existing and proposed lots are of a size that is conducive to on-site drainage disposal.

## **2.7 Services**

The subject land is currently serviced by standard special residential utilities, including reticulated water, power and telecommunications. The location of each service is detailed below.

### **Water**

A 100AC water main is located in the northern verge of Federal Street, connecting to all lots on the subject land. It is not anticipated that this service will require upgrading to service new lots resulting from a rezoning to 'Special Residential'.

### **Reticulated Sewer**

Reticulated sewer is not connected to the subject land and it is unlikely that this service will be available for the land for the foreseeable future.

Current Water Corporation planning proposes a future pump station near the corner of Federal Street and Albany Highway. This pump station would primarily service the planned full residential development of Lot 507 Lancaster Road immediately to the south of the subject land. This pump station would be funded by the developer of Lot 507 at the time of subdivision.

Once this pump station is constructed it is anticipated that the subject land could be the subject of a backlog sewerage program.

There is little to be gained from requiring the subject land to wait for the provision of reticulated sewerage service in this instance. It is the contention of this report that it is not desirable to develop the site too intensively. This issue is addressed elsewhere in this report.



### On-site Effluent Disposal

The subject land will be required to be serviced by on-site effluent disposal. As part of a rezoning document, effluent disposal capability will be investigated and recommendations made in relation to the type and location of apparatus.

### Electricity

The subject land is serviced by an aerial electricity connection from Federal and Imperial Streets and Gladville Road. This service will be upgraded in accordance with standard subdivision requirements should the rezoning take place.

### Gas

No reticulated gas is available in the area. Any housing using gas appliances will require bottled gas.

### Telecommunications

Telecommunications lines are located in Federal Street and Gladville Road. It is assumed that these can be upgraded and extended as necessary in the normal manner to service any new housing that results from this rezoning.

## 2.8 Environmental/Remnant Vegetation

The subject land is predominantly cleared of native vegetation. The proposed rezoning of the subject land to 'Special Residential' provides an opportunity to improve and add to the amount of native vegetation located on the subject land.

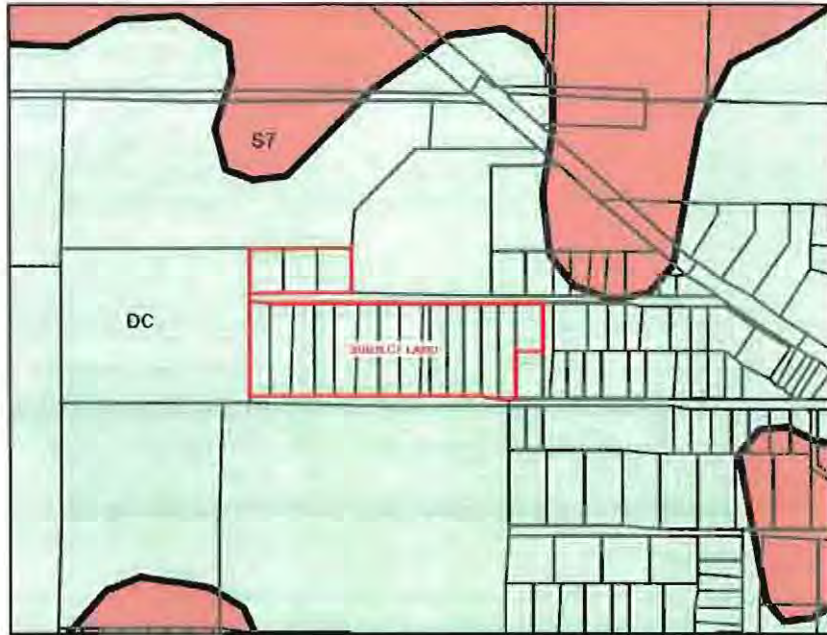
The Atwell Park Speedway is located immediately to the north of the subject land. The impact of the noise from this facility has been assessed and addressed in a report already lodged with the City of Albany. This report makes recommendations regarding noise attenuation in this area and in particular the application of quiet house principles and specified building materials to reduce the impact of the Speedway. Whilst the Speedway does not prevent the construction of dwellings, the retention of reasonably low densities in this area will act to reduce the number of houses directly affected by the Speedway and have the subject land act as a buffer to intensive residential development to the south. A copy of the report by Herring Storer is appended at the rear of this document.

## 2.9 Land Capability

The land falls into the 'Dc Dempster' soil type. The land quality assessment from the Shire of Albany Local Rural Strategy - 'Physical Assessment and Hazards' publication produced by AGC Woodward - Clyde describes the Dc soil type as "*broad convex crests of spurs and ridges with gravely yellow duplex soils and some lateritic boulders.*"







**Figure 1. CSIRO land form/soil mapping units**

The Dempser soil unit has been well developed throughout the City of Albany and is capable of supporting on-site effluent disposal and housing development, as evidenced by nearby Special Residential development neighbouring the land and in Warrenup.

The current landowners describe the subject land as having a layer of top soil being 50-75mm thick, followed by a gravel/coffee rock layer and finally a clay layer. There is no evidence of the ground water table within 1.5m of the surface.

#### **2.10 Character and Amenity**

The proposed rezoning of the subject land will improve the character and amenity of the locality.

The improvement of character and amenity is evidenced by the following:

- Most of the lots on the subject land currently have dual road frontage to Federal Street and Gladville Road. The proposed rezoning to 'Special Residential' will enable additional lots to be subdivided at the vacant end of each lot, thereby improving streetscape;
- Land maintenance will be improved by creating smaller, more easily managed lots with new landowners;
- The potential for land use conflict will be removed by the placement of restrictions on the types of rural uses permitted, as well as the application of development controls;
- The Council would be able to impose conditions of development of the land through Schedule 4 of the Scheme, enabling better development outcomes for new lots by implementing such measures as introducing landscaping requirements, controls on building design, materials and colour, protection of existing remnant vegetation and guidance on the keeping of livestock; and

- The proposal is simply an extension of existing Special Residential Area No.9, on land with similar characteristics. It will not be creating a new special residential area on un-fragmented land.

The proposed rezoning of the subject land will enable the appropriate subdivision and development of the land for Special Residential purposes, with the objective to:

*“create a spacious residential living environment that enhances the visual amenity of the locality whilst providing a transition or buffer zone between rural pursuits (and the speedway and sub-station) and adjacent residential areas.”*

The proposed rezoning of the land will improve the character and amenity of the locality, by allowing a greater number of landowners to enjoy this lifestyle and improving the control of the subject land by City of Albany. It will also provide a better-controlled transitional buffer between the Speedway and sub-station and urban areas than which exists at the moment.

### 3.0 PLANNING STRATEGIES

#### 3.1 WAPC State Planning Policies

Applicable State Planning Policies are SPP1 *State Planning Framework Policy* and SPP3 *Urban Growth and Settlement*.

The purpose of SPP1 is to bring together the State and regional policies that apply to land use and development in Western Australia and to establish the general principles for land use planning and development in WA. SPP1 states *“the primary aim of planning is to provide for the sustainable use and development of land”*. It goes on to quantify this through identifying and expanding upon the five key principles that further define this statement – environment, community, economy, infrastructure and regional development.

The objectives of SPP3 include: *“To promote the development of a sustainable and liveable neighbourhood form which reduces energy, water and travel demand while ensuring safe and convenient access to employment and services by all modes, provides choice and affordability of housing and creates an identifiable sense of place for each community.”*

#### 3.2 Draft Albany Local Planning Strategy

The Albany Local Planning Strategy (ALPS) sets out the long term planning direction for the City of Albany and has regard to all State and regional planning policies.

ALPS was adopted by the City of Albany for final approval on the 21 August 2007. The draft was considered by the Western Australian Planning Commission in mid 2008, after which the Commission requested certain changes to the document prior to finalisation, none of which affect the subject land. At the time of writing this report, finalisation of ALPS is awaiting completion and public advertising of a number of matters that do not relate to the subject land or the application of ALPS on it.

ALPS identifies the strategic planning direction for the City of Albany over the next 20 years. It draws on the key elements from the City of Albany’s strategic planning document, *3D Vision*, and notes that the City of Albany should become a *Learning, Healthy and Thriving City*.

The subject land is identified by ALPS as being ‘Existing Residential’. ALPS has the following key objectives applicable to the subject land:

- *“Support urban infill development based on compatibility of land uses and infrastructure capacity;*





- *Encourage the efficient use of existing rural living areas, based on land capability to maximise their development potential;*
- *Facilitate and manage sustainable settlement growth for the urban area in the City of Albany; and*
- *Innovative development complementing Albany's unique character, natural environment and heritage."*

The proposal meets the objectives of ALPS by:

- Providing infill potential on a number of already fragmented Special Residential sized land parcels in a simple, legible manner;
- Utilising an existing rural living area (although it is not classified by ALPS in this manner) to provide an additional Special Residential land supply, thus rationalising rural living development, a key objective of ALPS;
- It will provide for sustainable growth of Albany by utilising land which is poorly utilised and allowing for lot rationalisation/infill; and
- It will allow housing choice that complements the rural setting and natural environment.

The proposed rezoning complies with the Strategic Objectives of ALPS and the classification of 'Existing Residential' on ALPS Map 9B Urban.

### **3.3 City of Albany Speedway Noise Buffer Area Policy**

This policy deals with land impacted upon by the Atwell Park Speedway.

The subject land is obviously impacted by this policy area, given it directly adjoins the land on which the Speedway is operated. However, important to note is that:

- The proposed rezoning would only allow for lots of 4000m<sup>2</sup> and above. This is not full residential development, hence will not impact the Speedway in the same manner as other developments proposed to the west; and
- The landowners of the subject land in conjunction with the owner of Lot 124 Federal Street have engaged Herring Storer Acoustic Engineers to undertake a study to define the level of noise generated by the Speedway on its noisiest race meeting. It found that appropriate measures can be installed on houses to ensure that the Speedway does not impact neighbouring development. A copy of this report has already been lodged with the City; another copy can be made available on request.

The proposed rezoning complies with this policy as it will not be proposing full residential development that would have a far greater impact on the Speedway. Furthermore, appropriate measures can be inserted in Schedule 4 of City of Albany Town Planning Scheme No.3 to ensure that houses impacted by Speedway noise are constructed to a suitable standard.

This will effectively create a low density buffer to the anticipated full residential development to the south at Lot 507.





### 3.4 City of Albany Housing Position Paper (2005)

The Housing Position paper makes recommendations regarding the residential areas throughout the City of Albany. The Vision of this document is to *“facilitate and encourage the provision and development of a significant variety of housing choice, types, styles, and opportunities through the City of Albany and provide a high standard of residential amenity and facilities for the benefit of the residents of the City.”*

The position paper makes general recommendations applicable to the entire Local Government area and specific recommendations based on a precinct basis.

The subject site falls within Precinct 4A, McKail. Precinct 4A recommends *“The current rural zoned areas to be progressively zoned for special rural and special residential purposes.”*

This policy supports the proposed rezoning, as evidenced by the following:

- The proposed rezoning will provide increased housing choice in the City of Albany; and
- The proposed rezoning will more appropriately zone these lots 'Special Residential' which reflects their size and current use more appropriately than the 'Rural' zoning.

### 3.5 City of Albany Town Planning Scheme No.3 (TPS3)

The subject land is currently zoned 'Rural' in the City of Albany Town Planning Scheme No.3. The broad objective of the 'Rural' zone in TPS3 is:\*

*“To ensure that high quality agricultural land is retained for primary production. To regulate uses which might conflict with farming interests, and foster uses which are complimentary to such interest. To preserve rural land within easy reach of urban areas.”*

Given the high fragmentation of the subject land, it is believed that the land is not appropriate to be zoned 'Rural'. It is not of a size conducive to viable agricultural uses and is not in a location (ie it neighbours residential land) where it could be used for rural land uses unhindered.

The broad objective of the 'Special Residential' zone is:

*“To permit the creation of lots of between 2000m<sup>2</sup> and 1 hectare in suitable locations so as to provide a range of residential opportunities and lots sizes within the Albany Shire.*

*To ensure that development proposals are appropriate to the physical and landscape conditions of the zone and subject to applicable standards and controls.”*

The proposed rezoning of the subject land will enable development of Special Residential lots of 4000m<sup>2</sup> and above, in a location that is easily accessible and neighbours existing Special Residential Area No.9. This will provide housing choice for the City of Albany.

### 3.7 Draft City of Albany Local Planning Scheme No.1

Draft Local Planning Scheme No.1 was initiated by the City of Albany for the purposes of advertising and environmental assessment on 17 February 2009. Although draft LPS1 is yet to gain approval to advertise from the WAPC and obtain EPA support, it is noted that the draft LPS1 will zone the land 'General Agriculture', reflecting the land's current 'Rural' zoning.

It is likely that rezoning of the subject land could occur prior to draft LPS1 being gazetted given it is at such an early stage of the approval process. Given this, LPS1 will need to be modified to





reflect the change to the zoning of the land under the currently-operating Town Planning Scheme No.3. This is normal practice given the length of time it takes for a new local planning scheme to be produced and approved.

#### 4.0 CONCLUSION

This proposal seeks to extend the existing Special Residential Area No.9 zoning provisions over the subject land. This proposal is supported by the following information:

- The proposed rezoning is simply an extension of the existing Special Residential Area No.9 onto land with similar characteristics. The proposal would enable the efficient, legible subdivision of the land to create additional house sites facing Gladville Road and Federal Street.
- Currently houses are orientated to both Gladville Road and Federal Street with backyards presented to both roads. Subdividing the existing lots into two, would result in houses facing both Federal Street and Gladville Road with a resultant improvement to the streetscape;
- The subject land has similar land capability as the existing Special Residential area immediately to the east. The addition of approximately 17 lots and therefore 17 on-site effluent disposal systems will have negligible impact given the anticipated land capability. In the long term, the site is likely to be the subject of a backlog sewer program once the development of Lot 507 triggers the need for a sewer pump station in this locality;
- The subject land is poorly maintained in many areas. Lots sizes appear to be too large to be maintained by a single landowner for residential purposes, but are too small for the development of agricultural or rural land uses. The proposed rezoning would allow for the subdivision of the subject land into smaller, more manageable land parcels;
- The rezoning would facilitate future subdivision that will provide housing choice, that is, an alternative to the 600m<sup>2</sup> suburban lot that is currently well catered for in Albany;
- Beyond the speedway and sub-station ALPS identifies the land as suitable for rural-residential development. The zoning of the subject site to Special Residential will allow the density of development to graduate to the edge of the urban area.
- The subject land is currently zoned 'Rural'. Many of the lots on the subject land are below 1ha and are not of a size that is suitable for use for rural land, intensive or otherwise. The existing zoning allows for rural land uses with little or no controls; and
- The subject land lies adjacent to the Speedway. A specific report commissioned by the landowners in the subject site clearly shows that with the application of quiet house principles and the use of appropriate building materials the related noise issues can be resolved. The site will form an effective buffer between to the anticipated full residential subdivision to the south.

The proposed rezoning will enable the future subdivision of the subject land to sizes which will reflect the existing character of this area of McKail. The land is located on the urban extremity and it is not likely that the urban front will reach this area within the next 15 to 20 years. This proposal realises the highest and best use of the land for the foreseeable future.

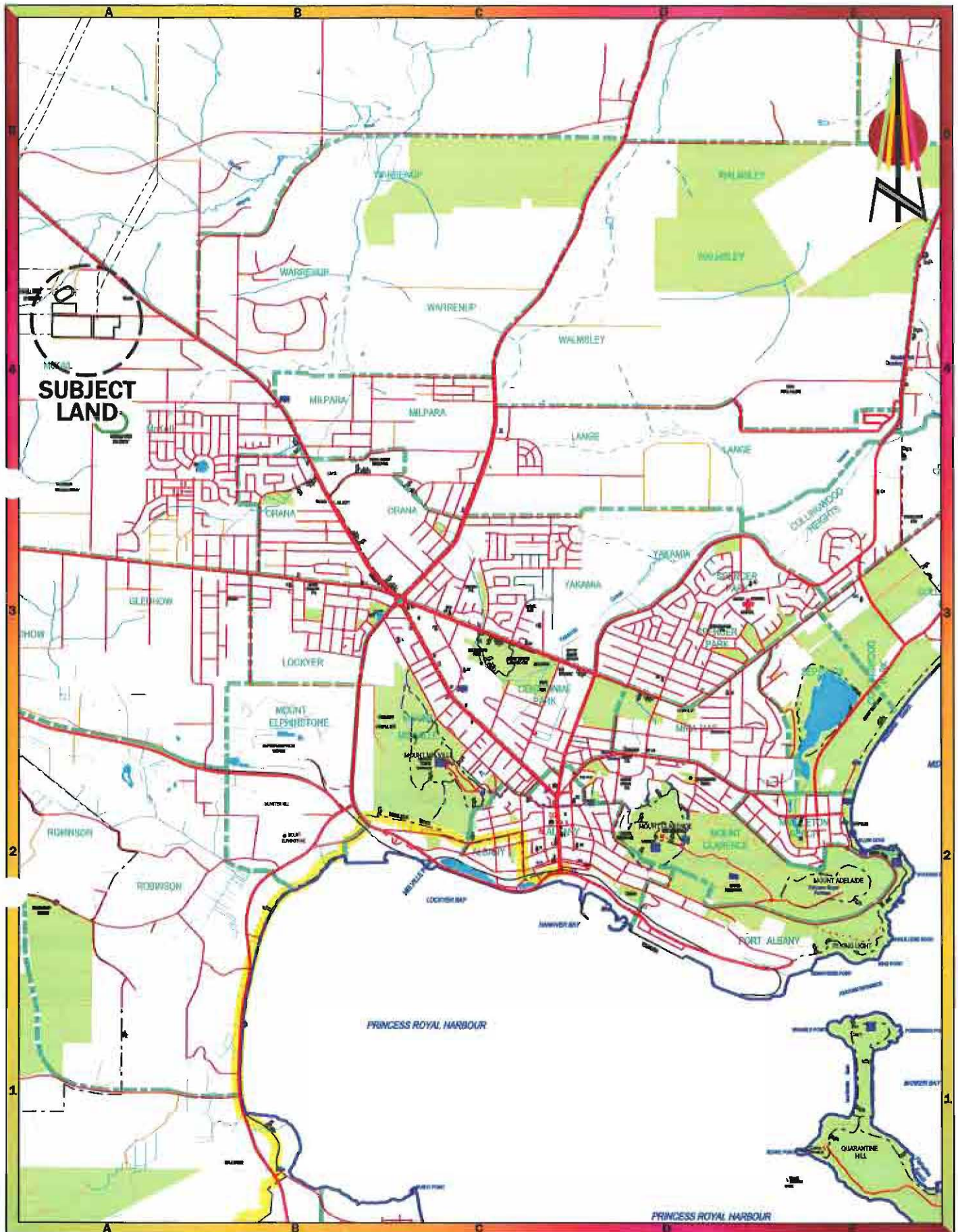
The other option for the subject land is to rezone to 'Residential Development' and include it in a broader structure plan. This will unnecessarily delay the development of the subject land for the purpose supported by the vast majority of affected landowners. Given the fragmented

ownership and the existing lot sizes and dimensions, it would be extremely difficult to subdivide the subject land in a coordinated fashion without the extensive use of battleaxe legs or an impractical central road that could not be economically or practically constructed. Development for smaller lot sizes would also reduce the ability for the area to act as a transition between the Speedway and sub-station and residential areas.

All landowners currently enjoy a lifestyle offered by the larger lots. This application is proposing to secure this lifestyle into the future, with limited potential for further subdivision that would result in the rounding off of this type of development in the locality and the improvement of the Gladville and Federal Street streetscapes.

It is respectfully requested that Council support the preparation of a formal Scheme Amendment to City of Albany Town Planning Scheme No.3 for Lots 36-38, Lots 41-45 and Lots 47-52 Federal Street and Lots 39, 40 and 46 Gladville Road, McKail to be rezoned to 'Special Residential'.





# LOCATION PLAN

Drawing no: 14215-02A.dgn  
 Date: 10/08/09

**LOTS 36 - 52 ON PLAN 267  
 FEDERAL STREET  
 MCKAIL**

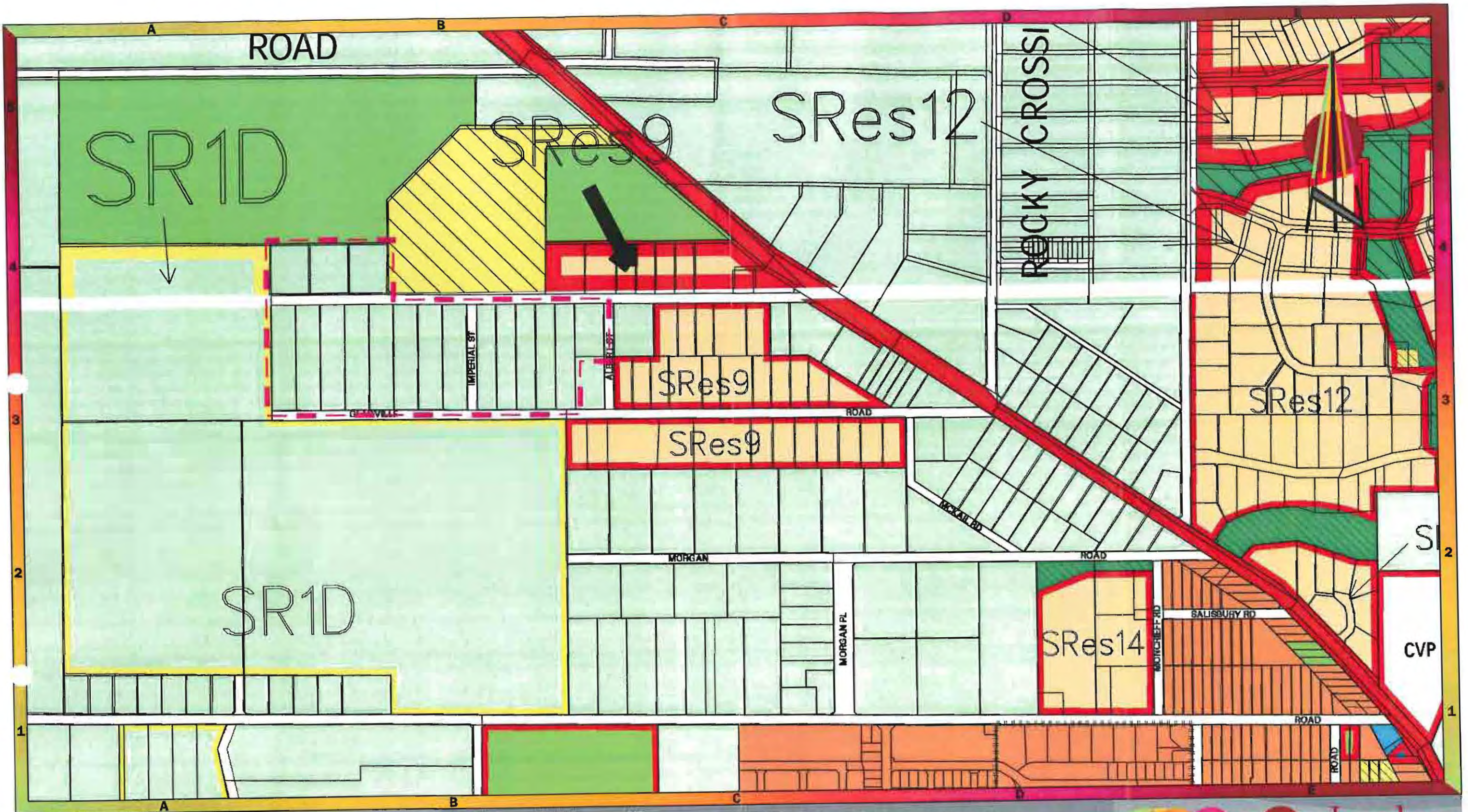
**FOR: RYDE**

SCALE AT A4 1:6000



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 T: 08 9841 7323 F: 08 9841 0645  
 E: hsg@harleysurveygroup.com.au





# EXISTING ZONING PLAN

REV	DESCRIPTION	DATE
A	Original Drawing	19-03-09

drawing no  
14515-03A.dgn  
 drawn  
ABS 19-03-09  
 checked

LOTS 36 - 52 ON PLAN 267  
FEDERAL STREET  
McKAIL

FOR:- RYDE

SCALE AT A3 1:1000

ALL DIMENSIONS ARE IN METERS







# SITE PLAN

REV	DESCRIPTION	DATE
1	Original Drawing	19-03-09

drawing no  
14515-01A.dgn  
 drawn  
SDP 19-03-09  
 checked

**LOTS 36 - 52 ON PLAN 267  
FEDERAL STREET  
McKAIL**

**FOR:- RYDE**

SCALE AT A3 1:5000  
ALL DIMENSIONS ARE IN METRES



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**E: hsgalb@harleygroup.com.au**

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## Jan Van Der Mescht

---

**From:** Planning (External Use ONLY)  
**Sent:** Wednesday, 15 April 2009 3:17 PM  
**To:** Jan Van Der Mescht  
**Subject:** FW: Scheme amendment 141 - Federal Street, McKail

**From:** Nuttall, Paul [mailto:Paul.Nuttall@team.telstra.com]  
**Sent:** Wednesday, 15 April 2009 3:13 PM  
**To:** Planning (External Use ONLY)  
**Subject:** Scheme amendment 141 - Federal Street, McKail

Attention: Jan van der Mescht

Scheme amendment 141 - Federal Street, McKail - SAR141

In regard to the above scheme proposal, Telstra has no negative comment to make

We will update our records accordingly

regards

**Paul Nuttall** BA (Urb & Reg Planning)

Strategic Forecaster  
Forecasting & Area Planning - South Western Access  
Network & Technology  
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Perth WA  
**Postal:** Locked Bag 2525  
Perth WA 6001  
**Phone:** 08 9491 6255  
**Fax:** 08 9221 5730  
**Mail:** [paul.nuttall@team.telstra.com](mailto:paul.nuttall@team.telstra.com)

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Doc No: ICR8079619  
File: SAR141

Date: 16 APR 2009  
Officer: PLAN16

# Facsimile

12-14 The Esplanade  
PERTH WA 6000

**Postal Address**  
P.O. Box 8491  
Perth BC 6849

**Contact Numbers**  
Ph (08) 6213 7000  
Fx (08) 6213 7400

Attach:

A division of Alinta Asset Management Pty Ltd  
ABN 52 104 352 650

**To:** Jan van der Mescht  
City of Albany

**Fax No:** 08 9841 4099

**From:** Eileen Gillibrand  
Business Support Officer

**No. of pages:** 3 (including this page)

**Date:** 16 April 2009

For any queries regarding the transmission of this facsimile please telephone: 6213 7000

Please reply on facsimile number: 6213 7400

Our Ref: SAR141/PA27971/SAR141

Your Ref: SAR141/PA27971/SAR141

**RE: SCHEME AMENDMENT REQUEST AT 36-37, 41-45, 47- 5294 FEDERAL STREET, MCKAIL**

Thank you for your letter dated 8 April, 2009 concerning the above mentioned proposal.

A plan will be attached to this fax if there are gas mains in the area. In any case you or the developer must contact Dial Before You Dig (1100) to reference Gas Network changes immediately prior to the proposal going ahead.

If the Gas Network is affected by the proposal and WestNet Energy works are required, then the following conditions must be met.

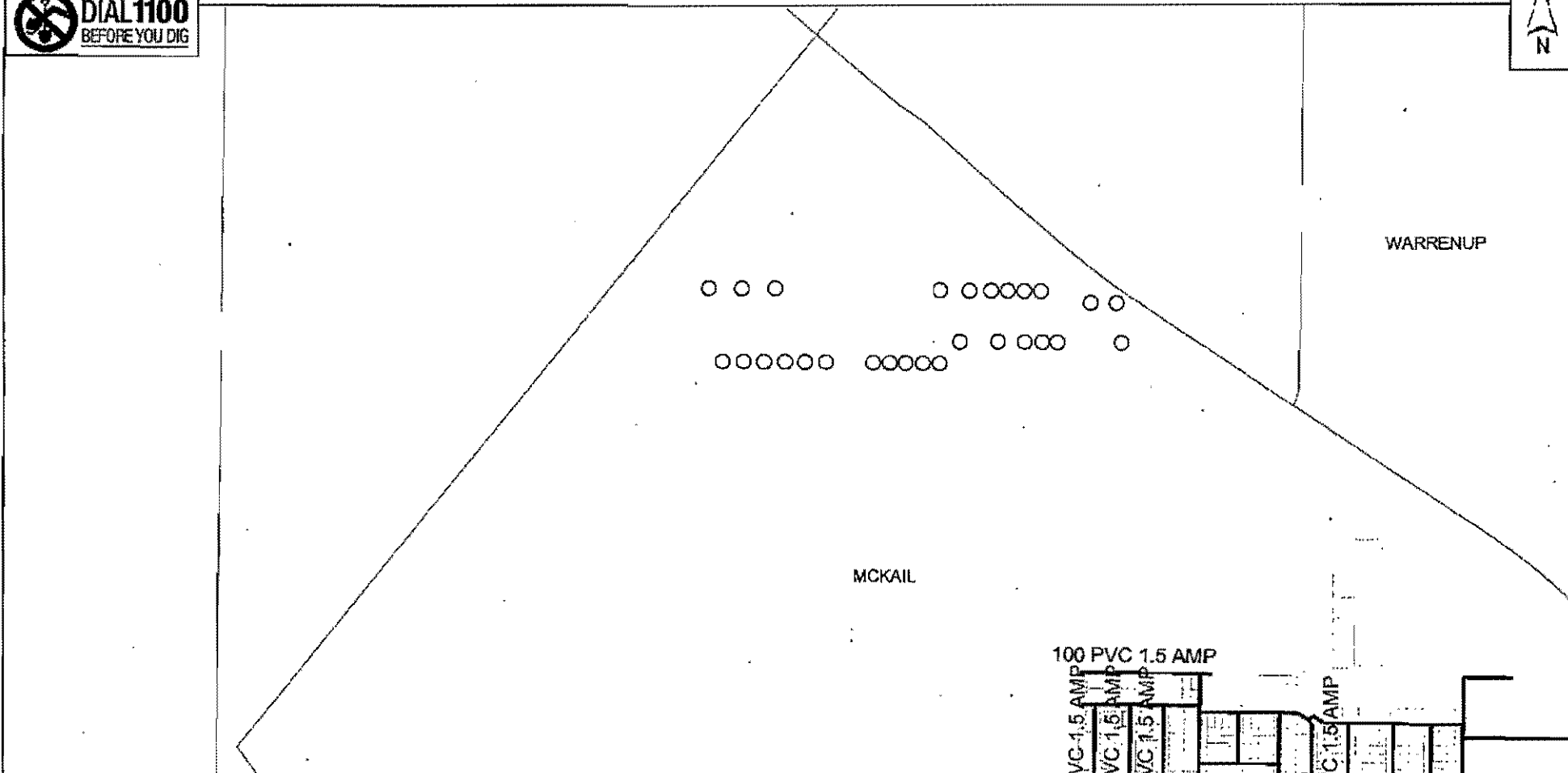
- All work carried out on WAGas Networks existing Network to accommodate the proposed subdivision /amalgamation or any development will be at the proponents expense.
- WestNet Energy requires one month's notice prior to the commencement of the work on site. Notice should be given to the Project Coordinator on Ph.9499 5166.

Should you have any further queries, please do not hesitate to contact our office.

Yours Faithfully

Eileen Gillibrand  
**Business Support Officer**





Printed from GNIS at: Apr 16, 2009 9:22:19 AM

Operator: egillib

Scale = 1:13,358  
10 Metres

**WARNING BEWARE**

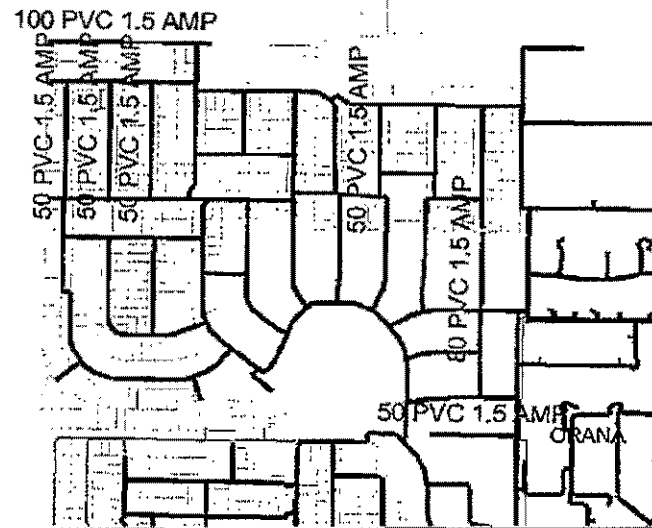
The location of pipes and services are approximate only, and show an indicative position at time of construction. No guarantee can be given to the accuracy or completeness of information due to the age of some pipes and records.

Refer to "Occupational Health & Safety" Regulation 3.21 and Utility Providers "Code of Practice" for further useful information.

Copyright 2008 WA Gas Networks Datum GDA94

**WARNING !**

Refer to WA Gas Networks Cover Sheet for Further Information





**MAINS AND SERVICES  
INFORMATION SHEET**

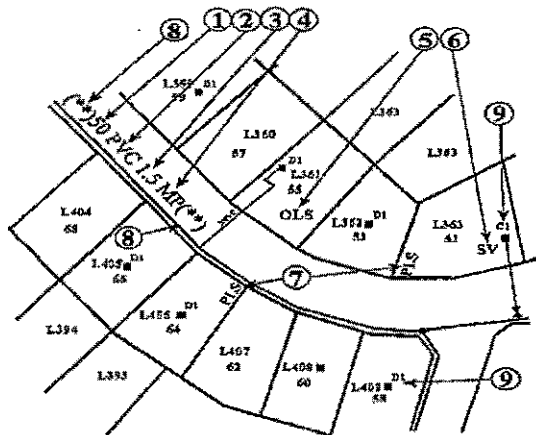
(October 2007)

Printed on behalf of

The information on this sheet is to be used as a guide only and does not absolve third parties' duty of care obligations to take additional care if the proposed work has the potential to have an impact on gas pipes and safety of people.

**Gas Main and Service Identification**

For general mains and services enquires call 9499 5272 between 8:00am to 4:00pm weekdays. After hours/wknds call 13 13 52.



**LEGEND**

1. Pipe Diameter (mm)
2. Pipe Material:  
CI = Cast Iron PE = Polyethylene  
GI = Galvanised Iron PVC = PVC  
ST = Steel
3. Alignment (in metres from property line)
4. Pressure in main (eg MP = Medium Pressure)
5. Off Line Service to Meter Position (indicates service is not straight line connection)
6. Service Valve to Meter Position (Note: Service Valves may be "Buried")
7. Pre-Laid Service laid in Common Trench
8. Main Status  
AB = Abandoned Mains  
CT = Mains in Common Trench  
PROP = Proposed Mains
9. Customer Connection  
D1 = Domestic  
C1 = Commercial

**Requirements for Working near Alinta Gas Networks distribution WA Pipelines**

No live or abandoned gas pipes shall be cut, altered or removed without APPROVAL from Westnet Energy.

Where attendance is required as detailed below call Westnet Energy.

All work that may impact upon the Alinta Gas Network should be carefully planned with notification to Westnet Energy well in advance of commencement (typically 2 weeks). This includes excavation of gas pipelines, crossings of pipelines by other underground infrastructure (drains, power cables, etc), road works or structural installations. In particular:

**1 High Pressure Pipelines (HP, PEHP > 110, CHP, FHP)**

No excavation is permitted within 15m of these pipelines without permission. Additional requirements are also applicable to any work within 15m of a high-pressure pipeline; contact Westnet Energy for "Additional Information" Sheet.

Westnet Energy	9499 5272
----------------	-----------

You are required to ascertain the location of any high pressure pipeline, in relation to your proposed work by:

- locating a straight line between two high pressure warning signs; and
- assessing the distance from this line to your proposed work area.

If separation distance is 15m or less, you are required to notify Westnet Energy of your works. Westnet Energy may require stand-by supervision during your work and will advise of attendance requirements.

**2 Medium (MP), Medium-Low (MLP), Low (LP) and other Pipeline Pressures**

These pipelines are installed in most streets throughout the Perth metro area and several country centres. Gas service lines connect gas mains to individual consumer meter boxes and although not marked on gas mains plans, their presence should be anticipated. Main valves, regulator sets and test points also exist at intervals along these pipelines. Where work may impact upon these pipelines or assets contact Westnet Energy as per item 1 above.

**3 Gas Services and Meters**

If a gas meter box is installed on a property, an underground service will run from the meter position to the main in the street. Since 1996, all gas meter boxes include a sticker showing the service details. If no sticker is attached then care must be exercised when excavating.

**Minimum Safe Work Practices**

**PLAN** – The Dial Before You Dig plan attached, should always be on site and referred to for the duration of work.

**POTHOLE** – Using the Dial Before You Dig plan, all gas pipes should be exposed (including any deviation in the direction of a gas pipe) by hand digging using a shovel. Where the proposed work is parallel to a gas pipe, pothole every 5m along the route. No digging shall be done near High-pressure gas pipes without permission from Westnet Energy (see item 1 above).

**PROTECT** – Supervise and monitor all excavations near gas pipes using a dedicated spotter. Where a gas pipe is required to be exposed, adequate protection of the pipe is required to prevent potential pipe damage. In particular, gas pipes shall not be unsupported for greater than 2m in length and/or left unprotected without supervision, unless previously approved by Westnet Energy.

**PROCEED** – Only when all checks have been completed, proceed with care.

**Emergencies Involving Gas Pipelines**

In the event of damage to a gas pipeline, extinguish all sources of ignition and keep the area clear of bystanders.

Call the Alinta Gas Networks Faults & Emergency Number : 13 13 52

Any attempt to repair the gas main or service may result in prosecution under the Energy Operators (Powers) Act 1979.



Doc No. City of Albany Records  
 File ICR8079632  
 SAR141

Date: 17 APR 2009  
 Officer: PLAN 6

Your Ref: SAR141/PA27971/SAR1  
 Our Ref: Grange No 4550681  
 Enquiries: R C Collins  
 Telephone: (08) 9842 4214

Attach:



SAR141  
 Plan 16

16 April 2009

Mr J Van Der Mescht  
 City of Albany  
 PO Box 484  
 Albany WA 6331

Great Southern Regional Office  
 215 Lower Stirling Terrace  
 ALBANY WA 6330

PO Box 915  
 ALBANY WA 6331

Tel (08) 9842 4211  
 Fax (08) 9842 4255

www.watercorporation.com.au

Dear Jan,

**SCHEME AMENDMENT REQUEST AT 36-37, 41-45, 47-52 FEDERAL STREET  
 McKAIL WA 6330.**

Thank you for your letter dated 8 April 2009 and attachment regarding the above.

I am pleased to advise that the above lots are within the Water Corporation's Water Operating License Area. However some of the lots are outside the Corporation's Sewerage Operating License Area (SOLA).

The Water Corporation has no objection to the scheme amendment and potable water and sewerage services can be provided subject to the following:-

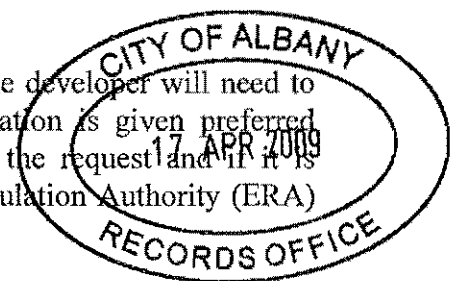
The West Australian Planning Commission requires water to be supplied to lots of 4 ha or less where it is practical and reasonable to do so and reticulated sewerage to lots of 2000m<sup>2</sup> or less.

For Albany, water mains of NB 250 and under and sewers of NB 300 and under are classed as reticulation and are fully funded by the developer. A prefunding agreement may be available for mains and sewers classed as headworks or of larger diameter should they be deemed necessary by the Corporation.

There is an existing 100 NB water main in Federal Street. The decision to allow connection of the proposed new lots to this main will be made once the scheme amendment is approved by Council and the impact of the connections are assessed by the Corporation.

The developer is required to pay a headworks contribution and connection fee for each new lot created. Further details are available from the Corporation's Development Services Branch in Perth upon request.

If a sewerage service is required for the lots outside the SOLA the developer will need to write to the Corporation with a request that the Water Corporation is given preferred wastewater supplier status. The Corporation will then consider the request and if it is economically viable and practical will contact the Economic Regulation Authority (ERA)



requesting the SOLA is extended to include the above lots. Should the ERA approve the change to the SOLA, sewerage services will be made available.

At this stage the Corporation has no plans to for infill sewerage in this area. Infill sewerage has in the past been provided to lots of 1500m<sup>2</sup> or less, where there is a known risk of groundwater contamination.

Yours sincerely,

*R. C. Collins.*

\_\_\_\_\_  
R C Collins  
Manager Assets GSR  
Asset Management Division



Your ref: SAR141 / PA27971 / SAR141  
Our ref: RF1049-03 / SRS 24301  
Enquiries: Karen McKeough, 9841 0128



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

City of Albany Records  
Doc No: ICR8080556  
File: SAR141  
Date: 04 MAY 2009  
Officer: CSTATP

Attn: Jan van der Mescht

Attach:

Dear Sir



**Scheme Amendment Request 141 – Federal St, McKail**

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

**Waterways**

The subject land is located within the upper headwaters of the Willyung Creek catchment, which drains to the regionally significant Oyster Harbour. A tributary to the Willyung Creek is located a short distance from the subject site, and will receive runoff from the lots and roads. The re-zoning proposal will need to demonstrate that the land intensification process will not have a detrimental impact on the Willyung catchment.

**Local Water Management Strategy**

In accordance with *Better Urban Water Management*, the water planning framework to guide the implementation of *State Planning Policy 2.9 Water Resources*, a local water management strategy (LWMS) is required to support a scheme amendment. The LWMS should include the following information:

- land capability assessment (including winter testing and identification of floodrisk areas)
- identification and mapping of waterways and wetland areas
- conceptual storm water management plans.

The detailed stormwater management design of individual lots will be required in an Urban Water Management Plan (UWMP), which is to be provided at subdivision stage. The UWMP should be in accordance with the DoW *Stormwater Management Manual for WA* and demonstrate best practice water sensitive urban design. More information is available from [www.water.wa.gov.au](http://www.water.wa.gov.au)

The proponents are advised to contact the DoW prior to commencing planning.

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

Yours sincerely

for **CHRIS GUNBY**  
**ACTING REGIONAL MANAGER**  
**SOUTH COAST REGION**  
1 May 2009



Department of Environment and Conservation

Your ref: SAR141/PA27971/SAR141
Our ref: 27.2.1B
Enquiries: John Watson
Phone: (08) 9842 4500
Fax: (08) 9841 7105
Email: john.watson@dec.wa.gov.au

SAR 141



Jan Van Der Mescht,
Senior Planning Officer
City of Albany
PO Box 484
ALBANY WA 6331

City of Albany Records
Doc No: ICR8080658
File: SAR141
Date: 06 MAY 2009
Officer: CSTATP
Attach:

Dear Sir,

SCHEME AMENDMENT REQUEST AT 36-37, 41-45, 47-5294 FEDERAL STREET MCKAIL

Thank you for the opportunity to comment on this proposal.

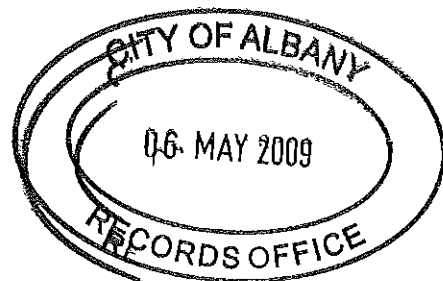
The Albany Office of the Department of Environment and Conservation (DEC) has no substantive comment to make on this proposal.

Yours sincerely,

[Handwritten signature]

Bruce Bone
Regional Manager
Department of Environment and Conservation
South Coast Region

1 May 2009





Government of  
Western  
Australia



ABN: 50 860 676 021

Enquiries: Don Parker on 9892 0559  
Our Ref: 04/13070-10  
Your Ref: SAR141/PA27971/SAR141

14 May 2009



Planning Division  
City of Albany  
PO Box  
ALBANY WA 6330

City of Albany Records  
Doc No: ICR8081452  
File: SAR141

Date: 19 MAY 2009  
Officer: CSTATP

ATTENTION: Senior Planning Officer  
Jan van der Mescht

Attach:

Dear Sir,

**RE: SCHEME AMENDMENT REQUEST AT 36-38, 39-52 FEDERAL STREET, MCKAIL.**

Thank you for your letter dated 8 April 2009 requesting Main Roads WA comment on the proposed Scheme amendment 141.

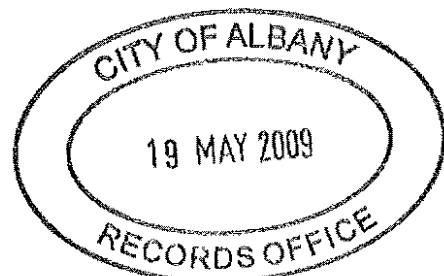
Main Roads raises the following concerns regarding the proposed rezoning of the above lots along Federal Street, McKail:

- The additional traffic generated by development of the rezoned land, from Rural to Special Residential will impact the level of service for the Federal Street and Gladville Road intersections with Albany Highway.
- Safe intersection sight distances for an 80 km/h speed zone are not met by traffic exiting north along Albany Highway from Gladville Road and, traffic exiting south from Federal Street along Albany Highway.
- There is no Structure Plan showing connectivity with adjacent properties suitable for future development, integrated with an arterial road network.
- Main Roads is aware that dense subdivision development is likely in adjacent areas, yet an overall Structure Plan has not been presented to Main Roads indicating proposed future traffic movements.

If you require any further information please contact Don Parker on (08) 9892 0559.  
In reply please quote file reference 04/13070-10.

Yours faithfully

ARJ Duffield  
REGIONAL MANAGER



**CITY OF ALBANY**

**TOWN PLANNING SCHEME NO. 3**

**AMENDMENT NO. 283**

**PLANNING REPORT**



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## **1. INTRODUCTION**

### **1.1 Scope of Report**

In the response to the City of Albany to the Scheme Amendment Request for rezoning of the subject land to a Special Use zone, the applicant was required to submit to the satisfaction of Council:

- (i) Identification of servicing needs and infrastructure requirements to accommodate future development;
- (ii) The preparation of an Outline Development Plan (ODP) to address:
  - the configuration of the proposed residential lots and any internal roads;
  - location of retail floor space on the ODP configured to complement existing and proposed land uses on the site;
  - buffer zones and/or separation distances between commercial and residential uses.
- (iii) Identification of a suitable scheme mechanism to permit mixed use development (residential and commercial development) within the 'Additional Use' area.

An ODP report has been prepared. Elements are included below whilst the full ODP is attached as Appendix 1 to this report.

The provision for Additional Uses is established in Clause 3.8 of the City of Albany Town Planning Scheme 3, which allows for uses in addition to other uses permitted in the zone, subject to compliance with any condition specified in Schedule 2 of the Scheme text.

ODPs are referred to in Clause 5.2.3 of Scheme 3, in the context of requirements for 'Development Zones'. This clause states that such an ODP must show the principles under which it is proposed to develop or subdivide the land and as a minimum requirement show:

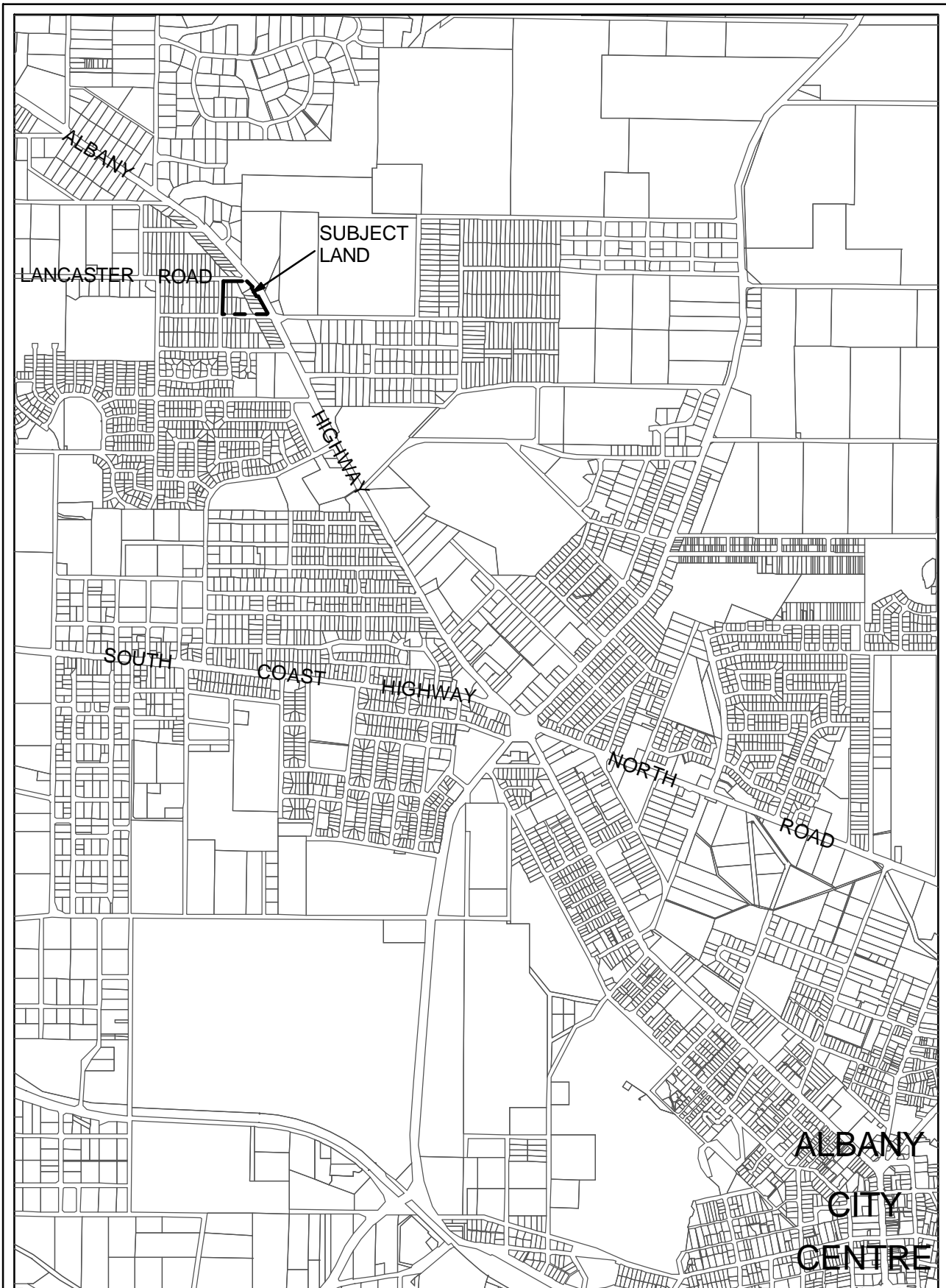
- (a) the location and width of the distributor road system proposed;
- (b) the approximate location and quantity of shopping, civic and public facilities proposed together with an analysis of the factors used in determination of such facilities;
- (c) the distribution of the recreation and open space proposed;
- (d) the population and residential densities proposed;
- (e) the physical condition of the land having regard to the need for deep sewerage and/or main drainage.

## **2. BACKGROUND TO SITE**

### **2.1 Location, Area & Zoning**

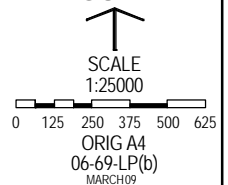
Touristville local centre is bounded by Albany Highway, Lancaster Road, Alfred Street and Little Henry Street. It comprises an area of 2.64 ha and is located 5 km north west of the centre of Albany. (see Figure 1 – Location Plan)

The site has a range of existing zonings in the existing Town Planning Scheme 3. This is the scheme from the former Shire of Albany adopted and amended by the current City of Albany after amalgamation in 1998. Contributing to the mixture is Residential R20, a Local Shopping zone, a Places of Public Assembly zone, a Service Station zone and a Public Purposes reserve. Along Albany Highway a road widening line is gazetted (see Figure 3 – Existing Zoning).



TOURISTVILLE LOCAL CENTRE  
 LOCATION PLAN  
 Lots 23, 24 & 25 Lancaster Road,  
 26, 27, 29, 31 & 33 Alfred Road &  
 35, 37, 57, 58, 59, 60 Albany Highway  
 City of Albany

FIGURE 1

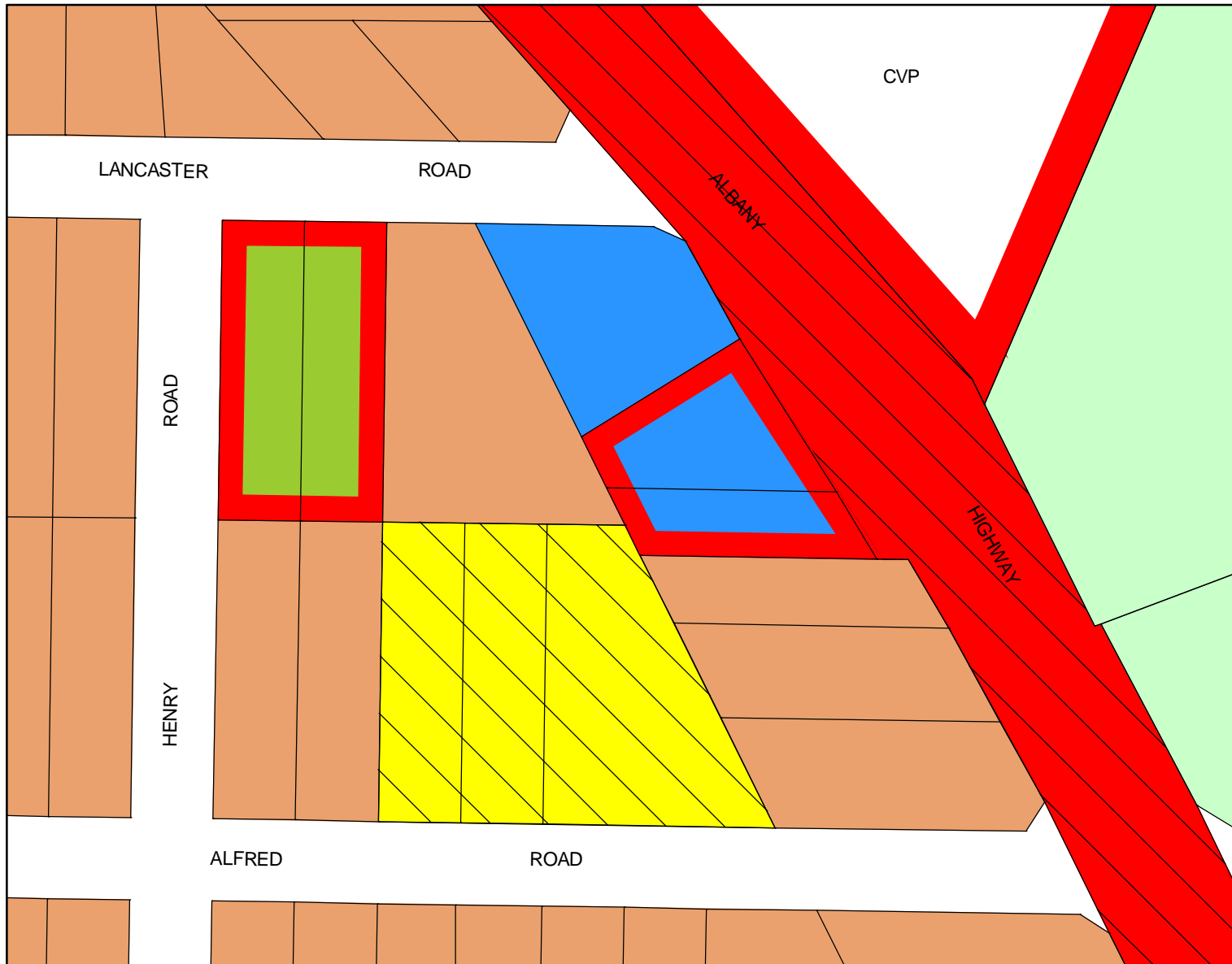


AYTON BAESJOU  
 PLANNING



11 Duke St  
 Albany WA 6330  
 Phone 9842 2304 Fax 9842 8494

# TOURISTVILLE LOCAL CENTRE EXISTING ZONING







Lots 23, 24 & 25 Lancaster Road,  
26, 27, 29, 31 & 33 Alfred Road &  
35, 37, 57, 58, 59, 60 Albany Highway  
City of Albany



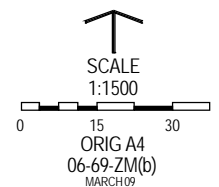
## LOCAL SCHEME RESERVES

-  MAJOR HIGHWAYS
-  PUBLIC PURPOSES

## ZONES

-  RESIDENTIAL
-  RURAL
-  PLACES OF PUBLIC ASSEMBLY
-  SERVICE STATION
-  LOCAL SHOPPING
-  SPECIAL SITES  
DENOTED AS FOLLOWS
- CVP CARAVAN PARK

**FIGURE 3**



**AYTON BAESJOU  
PLANNING**

11 Duke St  
Albany WA 6330  
Phone 9842 2304 Fax 9842 8494

## **2.2 Site Description**

### **Land Uses**

Currently the site is used for a mixture of commercial and residential uses. Amongst these uses, informal parking and vehicle storage are evident adjacent to a convenience store. This store accommodates a delicatessen, take away food, newsagent and liquor store functions as well as petrol sales. Car hire services, a private music hall, four single residences and industrial/storage buildings with hard standing comprise the remainder of the site (see Figure 2 – Landuse).

The commercial core has become known as Touristville. The entire street block is within 150 metres of the local shopping premises at present. These facilities serve the caravan and chalet park across Albany Highway as well as the local residential areas and passing trade on Albany Highway.

### **Ownership**

There are six owners within the subject land. The ownership mix is one commercial owner/operator also holding vacant land, an owner leasing out business premises, two residential rental properties (one private and one Department of Housing & Works) and two Associations who jointly own a lot and share use of a meeting hall. This pattern of ownership and lot boundaries is indicated in Figure 2.

### **Contours and Soils**

The land slopes gradually from north west to south east. The fall is around 3.5m across a distance of 220 metres. Soils are well-drained and have not been classified as acid sulphate in character.

### **Vegetation and Buildings**

Trees and bushes are evident along existing site boundaries and as landscaping features within residential lots. These features are indicated on Figure 2 together with building outlines. There are no buildings or places with heritage status or Aboriginal significance on the site.

## **2.3 Surrounding Land Use**

To the north, south and west of the site the street frontages of Lancaster Road, Alfred Road and Little Henry Street are low density residential in character. Across Albany Highway to the east the frontage activities are the Albany Holiday Park and the transport yard of Grace Removals.

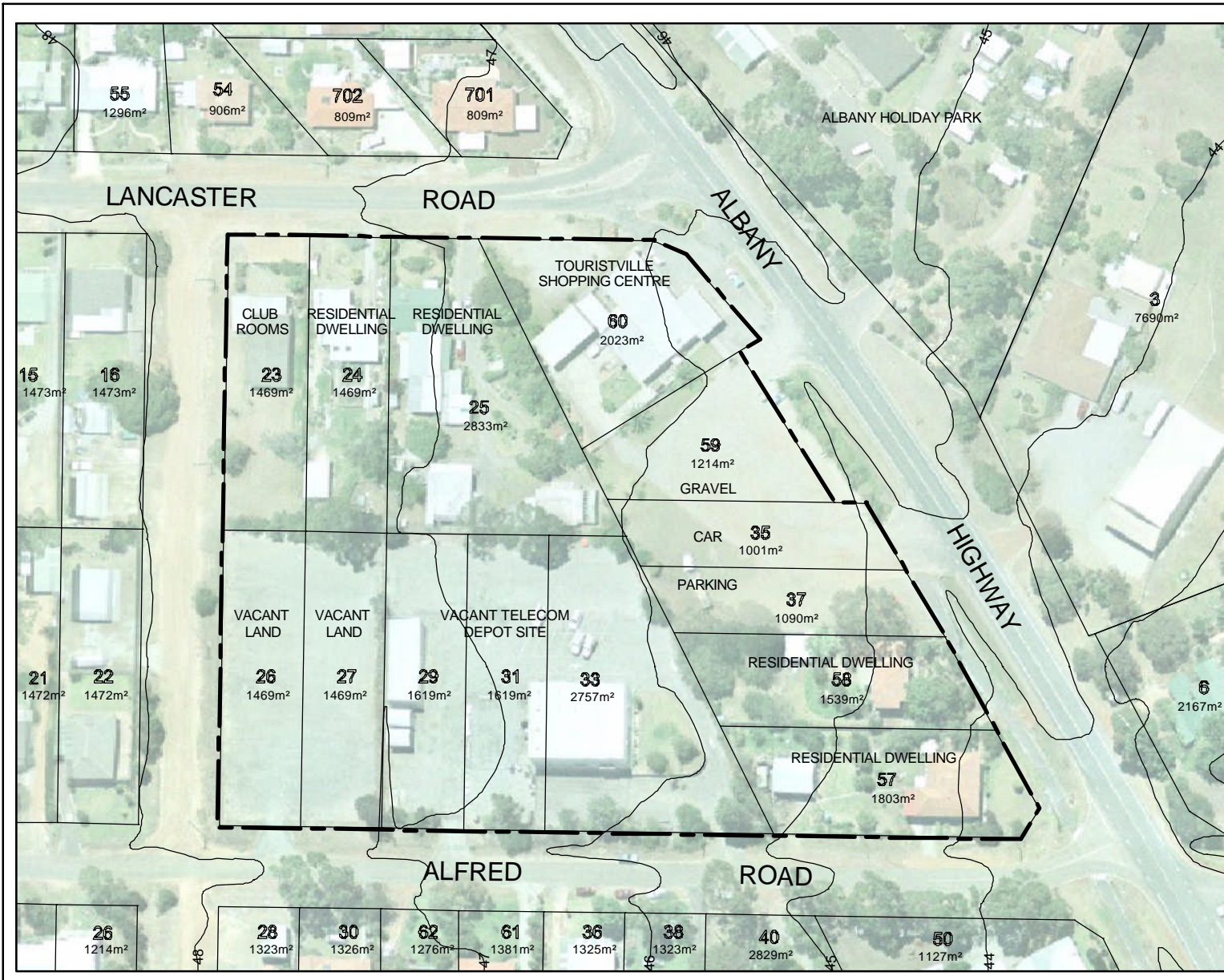
## **3. PLANNING CONTEXT**

### **3.1 State Policies**

The key state policy relevant to this proposal is the Western Australian Planning Commission's "Liveable Neighbourhoods" October 2007. Key changes in this latest update of the policy include:

- Increased emphasis on supporting sustainable urban development through land efficiency.
- Increased support for walking, cycling and public transport.

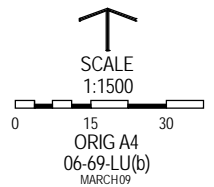




## TOURISTVILLE LOCAL CENTRE LANDUSE

Lots 23, 24 & 25 Lancaster Road,  
 26, 27, 29, 31 & 33 Alfred Road &  
 35, 37, 57, 58, 59, 60 Albany Highway  
 City of Albany

**FIGURE 2**



**AYTON BAESJOU  
 PLANNING**

11 Duke St  
 Albany WA 6330  
 Phone 9842 2304 Fax 9842 8494

- Increased emphasis on achieving density targets and lot diversity around activity centres and public transport nodes.
- Achieving walkable centres and delivery of jobs and employment.

The emphasis is also on designing complete integrated communities, not just housing estates. In particular this requires design of an urban structure that has an appropriate distribution of mixed use centres and that provision is made for a wide range of employment opportunities.

Element 7 – “Activity Centres and Employment” of Liveable Neighbourhoods outlines a number of key changes from conventional practice, including:

- The need for well located activity centres to serve the requirements of local populations and facilitate employment creation. The role of retail in this context is to create a public domain environment that attracts employment for the non-retail sector.
- All centres are to be planned as activity centres not just shopping centres.
- Centres capitalise on, relate to and address arterial roads rather than just using them for access.
- Local centres are located on busier streets, not hidden away in residential cells.

Table 12 “Typical Mixed-use Activity Centre Types” of Liveable Neighbourhoods provides the following description of neighbourhood and local centres:

*“These will need to vary in size, depending on a wide range of case specific factors. The majority will be quite small, with many local centres only comprising a corner store of 100-250m<sup>2</sup> as the only shop and /or retail component. Some neighbourhood centres may be quite large, of around 4500m<sup>2</sup>.”*

*“On sites with more than a local residential catchment (such as coastal nodes or centres on major traffic routes), several shops and restaurants may also be supported in neighbourhood centres. Each neighbourhood centre should also provide opportunities for an appropriate range of other business uses, such as small business spaces or home based business sites and often may include a private child –care centre.”*

In relation to planning for employment or business, “Liveable neighbourhoods” notes that:

*“Most jobs in the 21<sup>st</sup> century economy do not occur primarily in the typical large-scale industrial estates of the past. Instead they are diverse in nature, and are often in small businesses and other activities in the service economy. Increasing numbers of jobs are part-time and relatively low-paid, and opportunities for this type of employment should be provided a short travel distance from residents.*

*These new jobs are best generated by vibrant, attractive mixed –use street based centres, with appropriate sites and precincts provided to suit different needs, and a development form that is responsive to change.”*

### **3.2 Regional Strategy**

Draft Lower Great Southern Strategy (2005) aimed to encourage development around existing nodal settlements. In the urban context this would lend support to consolidation of residential development around a local centre such as Touristville.

### 3.3 Local Strategies and Plans

- **The Albany Commercial Strategy Review (2000)**

The Albany Commercial Strategy Review (2000) was undertaken by Hassell Pty Ltd and Alistair Tutte Pty Ltd on behalf of the City of Albany. It identifies Touristville as a 'Local Centre' with total retail floor space in 1998 of 160m<sup>2</sup> (all food) and confirms the role of local and minor centres in providing daily convenience goods and local services. It further comments that:

*"The net lettable area of these centres should be less than 600 m<sup>2</sup>. They should ideally be located in accordance with the principles of 'walkable neighbourhoods'. The role of such centres is to act as a social focus for residents, encouraging informal interaction and the development of a sense of identity which contributes to the overall 'health' of the community".*

Household growth projected in the catchment of McKail led to estimates of growth in food turnover of 35% by 2006.

The same study identified the area around the Orana cinema complex, which is located about 850 metres south of the subject land, as a Local Shopping Zone in the Albany Commercial Strategy Review (2000). This was adopted by Council under Town Planning Scheme 1A as a Town Planning Scheme Policy. Under this designation the centre can expand to 3500m<sup>2</sup> NLA or up to 5000m<sup>2</sup> in certain conditions. Council has approved development of the centre to the maximum of 5000m<sup>2</sup> which provides for a service station and a supermarket with speciality shops including fast food outlets and scope for shopfront offices. There is no liquor outlet approval for the Orana centre at present.

- **Draft Retail Development Strategy**

The Draft Retail Development Strategy prepared for the City by Shrapnel Urban Planning in March 2005 and adopted by the City identified Touristville as a local centre with 310m<sup>2</sup> of retail floor space existing in 2003. The strategy proposed that this level of centre be allowed to grow to retail floor space of 600m<sup>2</sup>. It recommends that:

*"Where possible, within a 100 metre radius of neighbourhood and local centres, facilitate increased residential density of at least R20, preferably R30. This will enhance the commercial potential of these centres." (p 66)*

- **Draft Albany Local Planning Strategy (July 2007)**

The draft Albany Local Planning Strategy (ALPS, July 2007) supported the retention of existing local centres, including Touristville. It indicates that these areas and potential uses would be "further defined in precinct and structure plans undertaken for each of the localities." A specific Local Centre zone is envisaged in the new Town Planning Scheme which would enable a mixed use development of the type proposed in this submission. ALPS also saw the nearby McKail urban expansion area generating a potential lot yield of 1300 (3450 people).



## **4. SITE ASSESSMENT**

### **4.1 Social and Economic Issues**

In the rezoning and physical development of this site, the following socio-economic opportunities and constraints would be pertinent:

- How can the site be developed to offer a diversity of housing which could include rental, owner occupied and special group housing?
- How to maximise housing within walking distance of a centre which can provide convenience shopping and local services?
- How to guide redevelopment so the centre can provide a stronger social focus for the locality?
- Is there scope for a public space to be incorporated in the site plan?
- How to maximise ongoing employment in the retail sector through redevelopment as well as a higher level of service for patrons including local residents?

### **4.2 Physical and Environmental Issues**

In terms of landscape and visual impact, the main environmental opportunity from the redevelopment will be in the enhanced quality of the built form. Currently the commercial land uses are dominated by car parking and circulation space. The former Telecom site is fenced off, with temporary storage uses in and around the buildings. There is considerable scope to improve the visual amenity of the site.

Fringing vegetation on lot boundaries and within domestic gardens are current features of the site. There are no other flora, fauna or wetland features of note on site or any features of Aboriginal or European cultural significance.

Bush fire management and fire safety is not an issue in this locality.

Sustainable design including water collection and recycling may be addressed in detail at the subdivision/development stage.

Septic waste systems currently service residential and commercial activity. Impacts on groundwater quality from the provision of reticulated sewerage may be positive. The existing fuel bowsers will be relocated and upgraded.

Traffic conditions on Albany Highway may be enhanced. This is a major traffic route and the redevelopment should upgrade existing junctions. There is also an opportunity for Lancaster Road to facilitate access to the centre.

### **4.3 Compatibility with Adjoining Land Uses**

A potential constraint on the redevelopment, is the possible impact on residential streets facing the local centre to the north, west and south. These are Lancaster Road, Henry Road and Alfred Road. Attention to building scale and access arrangements will be necessary in the overall plan for the centre. Given the proposed density coding is only R30, potential impact on these residential streets is considered to be minimal.

On the western-facing frontage along Albany Highway, commercial activity occupies the opposite side of the street. A larger scale of built form is appropriate along this development corridor.

The ODP incorporates an urban design concept which includes elements to address buffers and the potential for conflict as well as connectivity and linkages with adjacent land uses.

## **5. SERVICES & INFRASTRUCTURE**

### **5.1 Roads**

Meetings have been held between MRWA and the project architects and engineering consultants on road planning issues which affect the subject land. The following perspectives emerged.

The site is located in a growth area (McKail) and at the intersection of Albany Highway with a main east- west traffic route – comprising Lancaster Road, to be connected with Rufus Street and eastwards to Chester Pass Road. Junction improvements are envisaged for the Lancaster Road junction and the Rufus Street junction. This means MRWA may seek to restrict direct access to/from Albany Highway between these two junctions in the next 5-10 years with the ultimate prospect of no right hand turn into/from the site for southbound traffic.

Ultimately, it is understood that MRWA may seek to connect Rufus Street directly to Lancaster Road thus creating a 4-way intersection with Albany Highway.

MRWA has a road widening line on Albany Highway which is indicated in TPS No 3 (see Figure 3) as affecting Lots 60 and Lot 35 Albany Highway. A preliminary design prepared by MRWA also affects Lots 37, 57 & 58 (see Figure 4 – Physical Infrastructure).

The City of Albany may seek to close the junction of Alfred Street with Albany Highway in the future if this is warranted by the proposed Rufus Street/ Albany Highway junction improvements. A five metre road widening is proposed for the southern side of Lancaster Road.

### **5.2 Power**

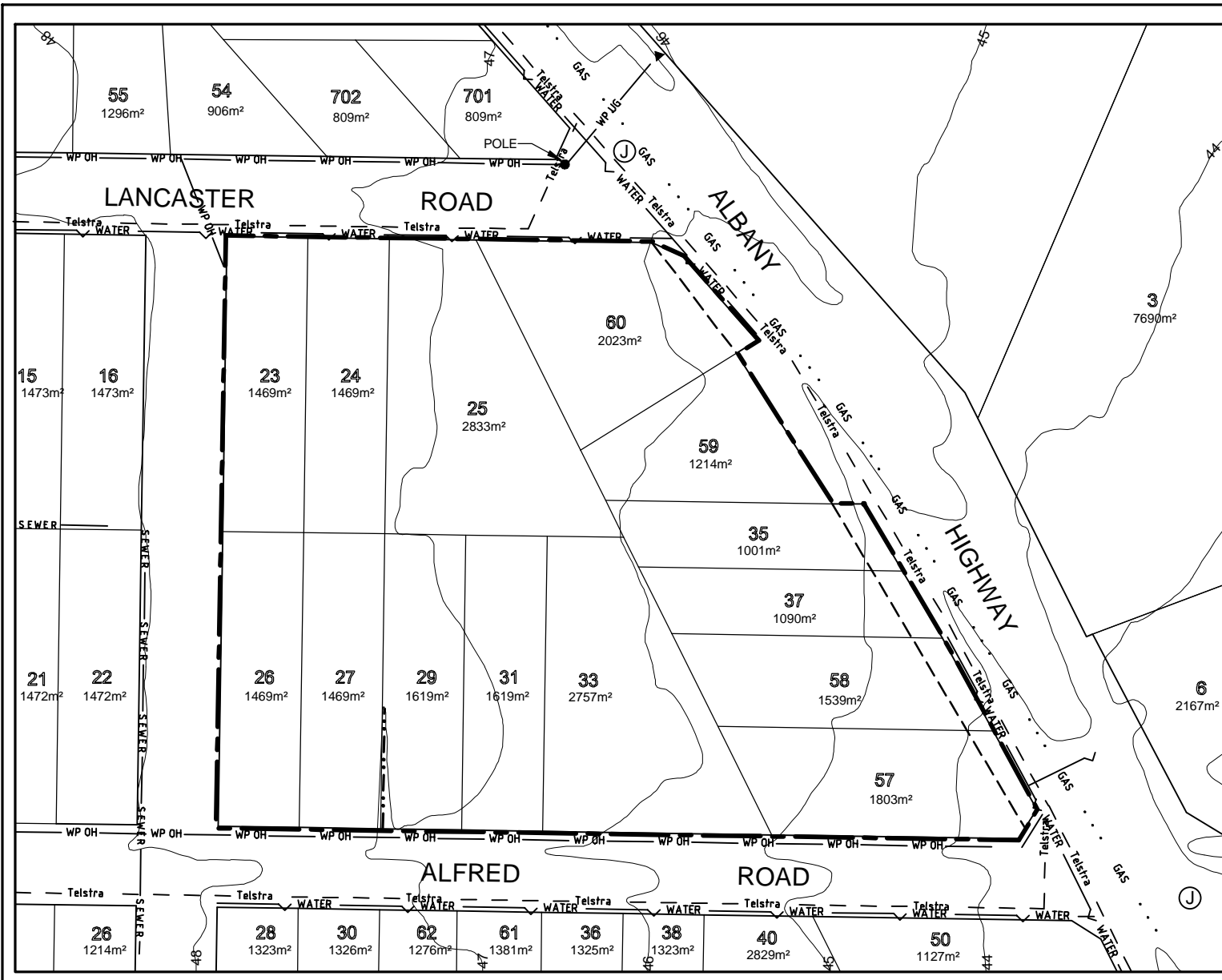
Electric power is available at the site. It is part of the SW grid. There is sufficient capacity to service the proposed development. Reticulated natural gas is also available (see Figure 4).

### **5.3 Water**

Mains water is available at the site. It is part of the reticulated system which delivers water throughout the northern suburbs of Albany. There is sufficient capacity to service the proposed development. (see Figure 4)

# TOURISTVILLE LOCAL CENTRE PHYSICAL INFRASTRUCTURE

Lots 23, 24 & 25 Lancaster Road,  
26, 27, 29, 31 & 33 Alfred Road &  
35, 37, 57, 58, 59, 60 Albany Highway  
City of Albany



## LEGEND

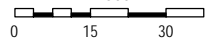
	Subject Land
	Western Power Overhead Lines
	Western Power Underground Lines
	Water Line
	Telecom Cables
	Gas Line
	Sewer Line
	Proposed Junction Improvements
	Open Drain
	Road Widening

**FIGURE 4**

SCALE  
1:1500

**AYTON BAESJOU  
PLANNING**

11 Duke St  
Albany WA 6330  
Phone 9842 2304 Fax 9842 8494



ORIG A4  
06-69-PI(b)  
MARCH 09

#### **5.4 Effluent Disposal/Sewerage**

Options investigated for reticulated sewerage to serve the subject land are indicated on Figure 5. The most likely arrangement appears to be Option 4 which involves running a sewer down the west side of Albany Highway to link with the proposed Rufus Street sewer on the west side of Albany Highway opposite Coogee Street. This route has to avoid the road widening line. Water Corp is expected to fund a 300 main between that point and Le Grande pump station. The development at Touristville would have to fund the connection from Lancaster Road to Coogee Street (it might continue north of Touristville, depending on Water Corporation plans – which affects the size of pipe and offers scope for cost –sharing with other projects).

This Option 4 appears to have cost advantages and also the timing of the Rufus Street rezoning/works is roughly the same as the Touristville project – about 18 months to 2 years away.

A private cost-sharing arrangement would be established within the project to apportion infrastructure costs fairly between the participants.

#### **5.5 Stormwater/Drainage**

Drainage of stormwater would either need to be contained on site or directed to the south east along the Albany Highway alignment to the main drainage channel at Le Grande Avenue, which is 750m away.

#### **5.6 Telecommunications**

Telecommunication facilities are available at the site, as indicated on Figure 4.

#### **5.7 Fire Safety**

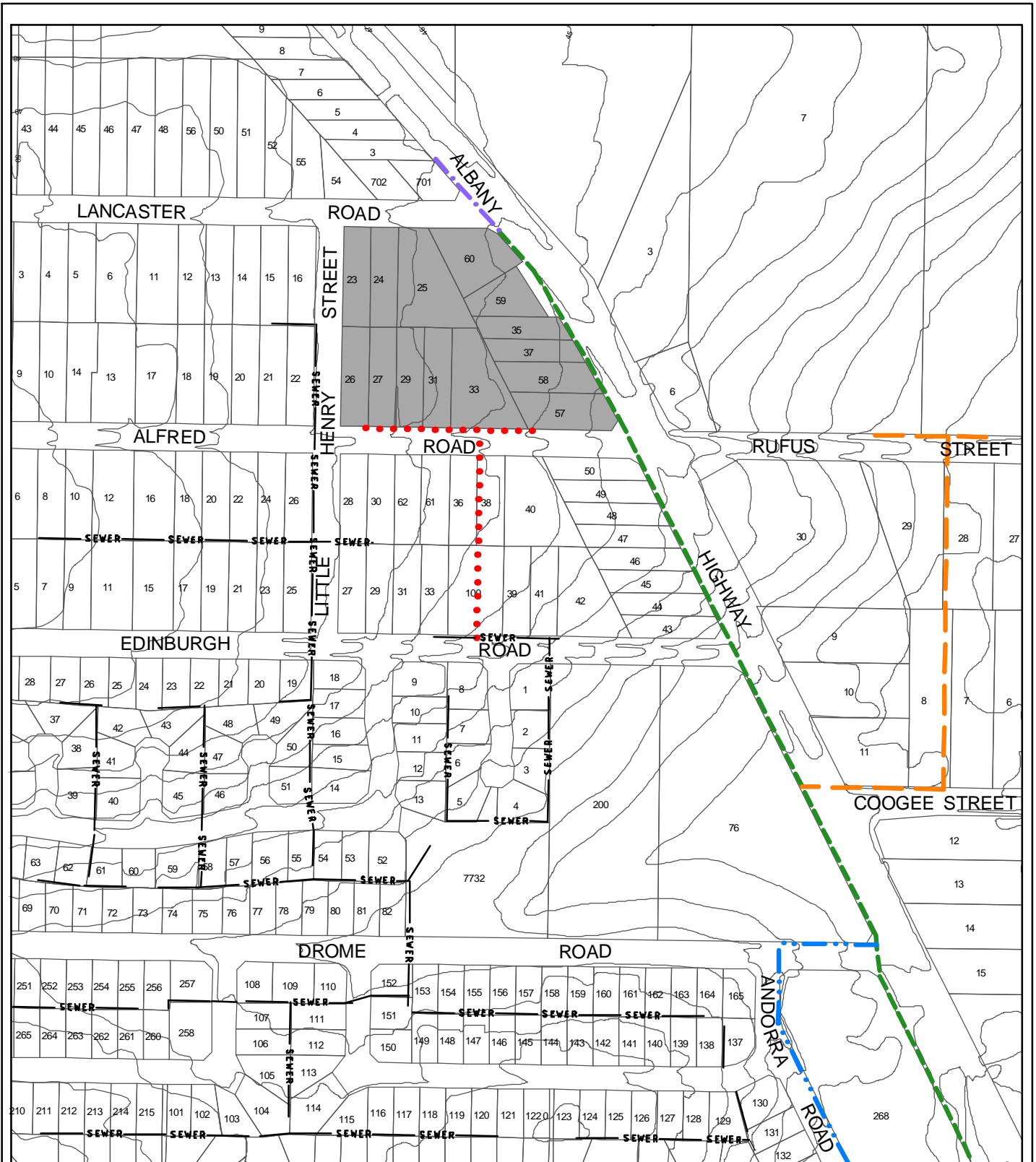
Standard requirements will apply

#### **5.8 Public Transport**

Should the development take place the demand could assist the viability of bus services serving McKail projects via Lancaster Road and Albany Highway.

#### **5.9 Community Services**

There are no community services in the existing local centre. Additional population resident on the site would access facilities in McKail. Currently two music associations share use of a meeting hall at the corner of Lancaster Road and Little Henry Road.



**TOURISTVILLE LOCAL CENTRE**

**SEWER OPTIONS**

Lots 23, 24 & 25 Lancaster Road,  
 26, 27, 29, 31 & 33 Alfred Road &  
 35, 37, 57, 58, 59, 60 Albany Highway  
 City of Albany

**AYTON BAESJOU  
 PLANNING**

11 Duke St  
 Albany WA 6330  
 Phone 9842 2304 Fax 9842 8494

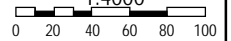
**LEGEND**

	Subject Land
	Existing Sewer Line
	Option One (Edinburgh Road)
	Option Two (Albany Highway)
	Option Three (Andorra Road)
	Option Four (Coogee Street)
	Possible Extension

**FIGURE 5**



SCALE  
 1:4000



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 06-69-SO(b)

MARCH 09

## **6. AMENDMENT PROPOSAL**

### **6.1 Site Suitability**

The potential has been recognised for the site to be redeveloped as an integrated mix of residential, commercial and cultural uses in line with the recommendations and intent of Liveable neighbourhoods (October 2007). This is effectively a continuation and intensification of the existing function of the site as a venue for housing, cultural, commercial and institutional activities. The ODP, Figure 6 refers, will establish the development parameters for the subject land which aim to enhance the intensity, efficiency and amenity of the site.

### **6.2 Development Concept**

An urban design concept has been prepared that encompasses principles on compact mixed-use urban centres which have emerged in recent years. The concept (see Figure 7) stresses integration of components within the new development as well as between the development and the surrounding area. It aims at efficiency in the allocation of land uses, parking and road infrastructure, reciprocity in the use of parking spaces and value-adding by the creation of a desirable place to live and recreate as well conduct business.

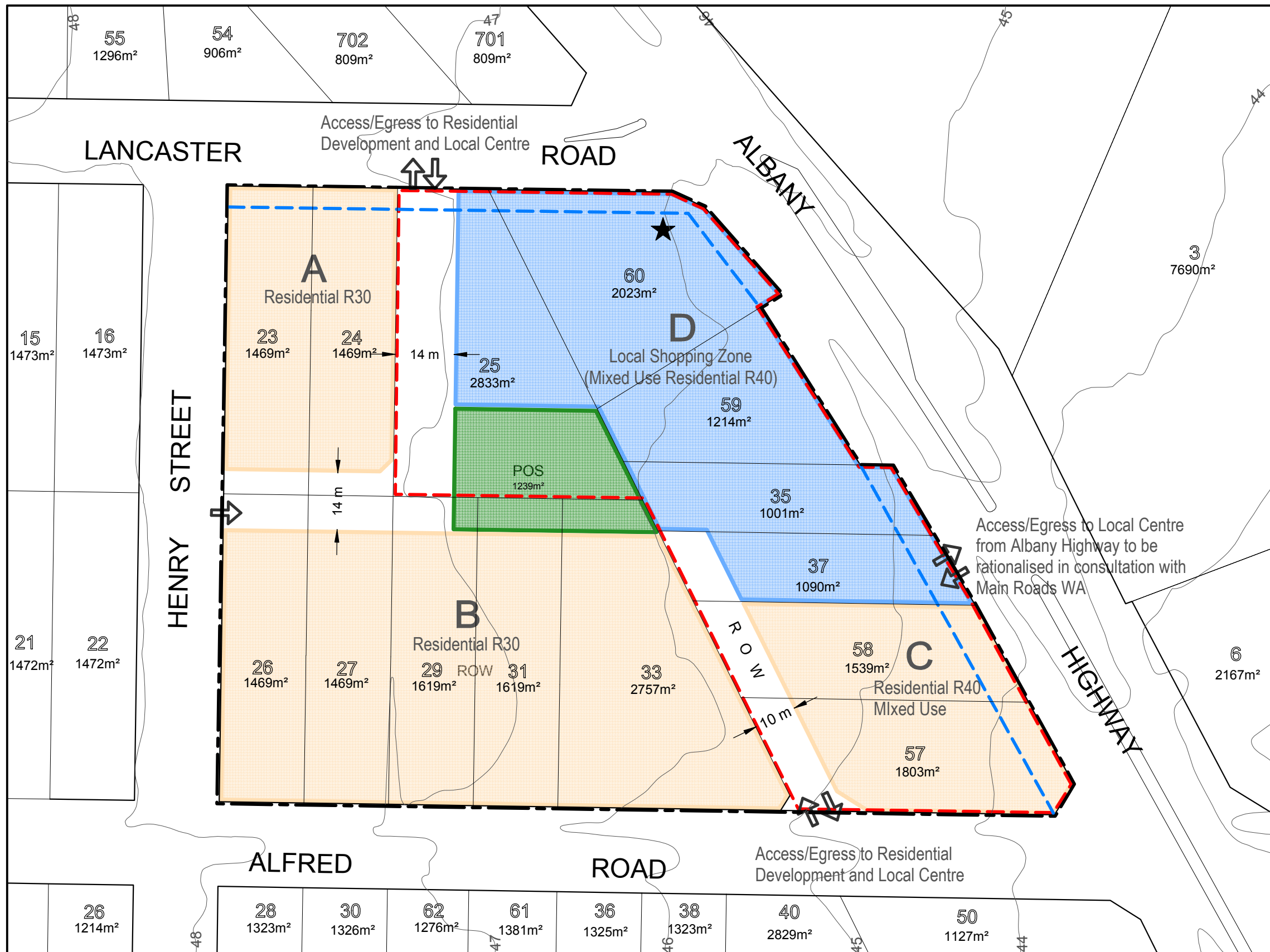
A strong landmark is recommended in the north-eastern corner for visual impact when approaching from the north along Albany Highway. The amount of visitor bays were increased to allow more opportunity for upper level floor space to be developed.

### **6.3 Proposed Zoning**

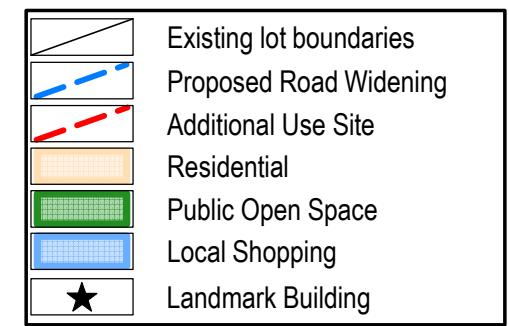
The amendment proposes to consolidate the existing Local Shopping and Service Station zoning, together with uses associated with the nearby Places of Public Assembly zoning, into a Local Shopping zone on Lots 25, 35, 37, 59 & 60 Albany Highway / Lancaster Road.

In accordance with the Draft Retail Development Strategy (2005), a maximum net leasable area of 600m<sup>2</sup> of retail floor space is proposed. Provision is also proposed for a restaurant with a maximum floorspace of 200m<sup>2</sup>. Provision for a limited amount of additional floor space (400m<sup>2</sup>) is also proposed in order to allow for uses that would service the immediate locality, such as a physiotherapist, consulting rooms, accountant etc. This is in accord with Liveable Neighbourhoods which identifies the need for well-located activity centres where the retail activity attracts employment from the non- retail sector.

This level of non retail floorspace is not considered to have a detrimental impact in any way on the Orana shopping centre which is located approximately 850m<sup>2</sup> to the south along Albany highway. The Orana centre is a neighbourhood shopping centre with the capacity to develop up to 5000m<sup>2</sup> of retail floorspace and as such has a significantly greater capacity to dominate the locality in terms of providing for the major weekly shopping needs of residents. In terms of non-retail employment, no specific requirement has been put in place to ensure a portion of the 5000m<sup>2</sup> floor space is provided for non- retail uses. It is also the nature of such centres that they do not usually suit activities requiring freehold ownership of the land or businesses involving part time employment and lower paid employment activities.



**LEGEND**



**MANDATORY ELEMENTS**

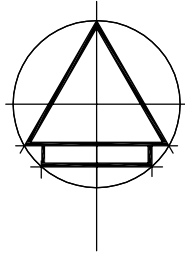
1. Retail floor space being confined to "Local Shopping" zone with a maximum net leasable area of 600m<sup>2</sup> plus a restaurant with a maximum floor space of 200m<sup>2</sup>.
2. Additional Uses such as consulting rooms, health centre, office and professional office being confined to the area designated 'Additional Use' with maximum net leasable area of 400m<sup>2</sup>.
3. All development being set behind the road widening requirement adjacent to and parallel to Albany Highway. Access/Egress to Albany Highway to be rationalised in consultation with Main Roads WA.
4. Access/Egress to residential development, public open space (POS) and local centre to be provided by way of a Right of Way (ROW) and access street from Lancaster Road, Henry Street and Alfred Road.
5. Provision of a central area of POS. Residential Precincts A, B and C to provide cash-in-lieu to compensate Precinct D for provision of central POS.
6. Residential development and local centre to be orientated to the POS.
7. Convenient pedestrian access to be provided for the residential areas to the POS and local centre.

**NON MANDATORY ELEMENTS**

1. Residential Mixed Use development is encouraged within the "Additional Use" area, based on an R40 density code.
2. Design of the local centre to incorporate a two storey landmark building in the north east corner of the development.

**TOURISTVILLE LOCAL CENTRE: OUTLINE DEVELOPMENT PLAN**  
 Lots 23, 24 & 25 Lancaster Road, 26, 27, 29, 31 & 33 Alfred Road &  
 35, 37, 57, 58, 59, 60 Albany Highway, McKail, City of Albany





LEGEND	
	Local Shopping 1 & 2 600m <sup>2</sup>
	Other Uses 3 600m <sup>2</sup>
	Mixed Use 4
	Residential 1:30 A, B, C

Figure 7

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 CONTRACTOR TO CHECK AND VERIFY ALL DIMENSIONS, LEVELS & ANGLES ON SITE PRIOR TO COMMENCEMENT OF WORK. THIS IS A CAD DRAWING. DO NOT SCALE

rev	date	description

Mackay Urban Design    Howard + Heaver Architects

project  
**MCKAIL GENERAL STORE PRECINCT**

client  
DON PEREMENT

drawing Indicative Scheme		scale 1:1000@A3
cad file -		date 09/06/09
drawn PB	project number 7005-06	dwg no. rev.

**SK\_#1**

An example of a use requiring freehold ownership is a medical practice which prefers to own its own land and premises rather than rent space in a shopping complex. In this regard the Touristville activity centre can provide opportunities for employment creation close to where people live without impacting on the viability of the Orana centre. As noted above, Liveable neighbourhoods has been amended to encourage greater flexibility in the provision of non-retail floorspace in activity centres such as that proposed for Touristville.

It is also proposed to encourage mixed use development fronting Albany Highway with provision for housing to be integrated with the commercial development. As multiple dwellings, grouped housing and educational establishment are not permitted in the "Local Shopping" zone, it is proposed to create an "Additional Use" designation over the area in order to allow for mixed use development. Incorporation of Lots 57 and 58 within the "Additional Use" designation is also proposed in order to allow for mixed use development. Retail uses will not be permitted within these two lots and will be restricted to the "Local Shopping" zone.

An R40 density code will apply to the residential component of mixed use development. The balance of the land surrounding the Local Shopping/Additional Use designation will be zoned "Residential" with an R30 density code. The aim is to provide for greater diversity of housing and help support the local centre. The Department of Housing & Works, who own land within the area has expressed an interest in developing multiple dwellings at the R40 density.

The concept plan provides for the commercial and potential mixed uses to front Albany Highway and portion of Lancaster Road. The majority of the access arrangements and car parking will be located between the commercial development and Albany Highway/Lancaster Road. This will ensure the commercial buildings act as a buffer to the residential uses to the rear. A central area of Public Open Space (POS) provides additional separation between the commercial development and residential uses. The residential uses will be required to be orientated to the POS in order to improve surveillance of the park as well as maximise the amenity for residents. Attention to the design of the rear of the commercial buildings, which back on to the park, is desirable in order to provide an attractive aspect from the park. Orientation of mixed use components of the commercial buildings, such as residential apartments or offices, will also provide further surveillance of the park.

**PLANNING AND DEVELOPMENT ACT 2005**

**CITY OF ALBANY**

**TOWN PLANNING SCHEME No.3  
AMENDMENT No 283**

The City of Albany Council under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends the above Town Planning Scheme by:

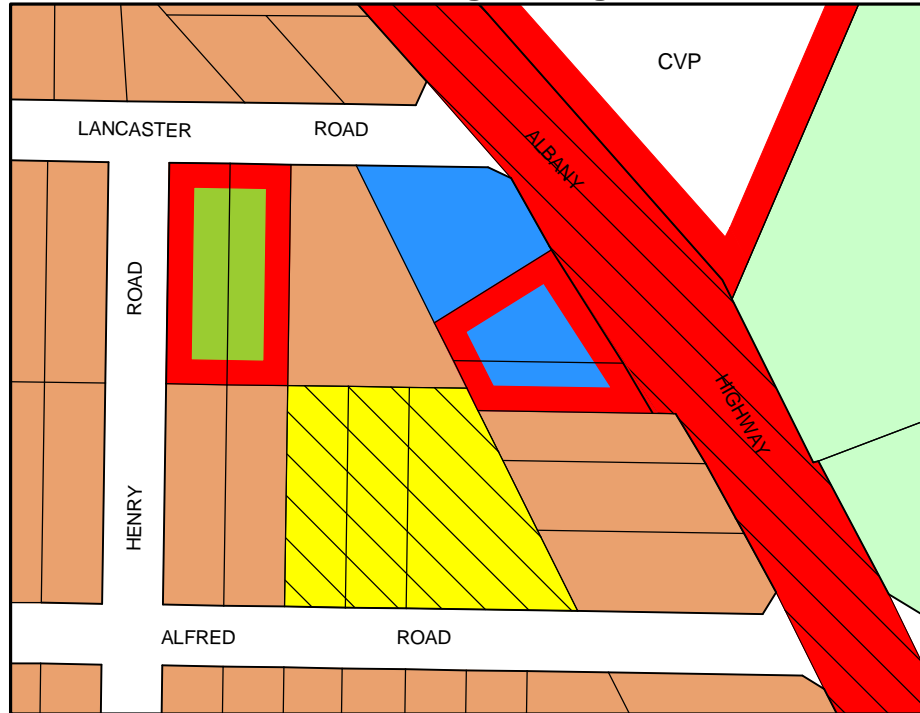
1. *Rezoning Lots 23-24 Lancaster Road McKail from the Place of Public Assembly zone to the Residential zone with an R30 density code;*
2. *Changing the residential density code for Lots 26 & 27 Alfred Road and Lots 57 & 58 Albany Highway from R20 to R30;*
3. *Rezoning Lots 29, 31 and 33 Alfred Road from the Public Purposes Reserve to the Residential zone with an R30 density code;*
4. *Rezoning Lot 25 Lancaster Road and Lot 37 Albany Highway from the Residential zone to the Local Shopping zone.*
5. *Rezoning Lots 35 & 59 Albany Highway from the Service Station zone to the Local Shopping zone.*
6. *Incorporating Lot 25 Lancaster Road and Lots 60, 59,35, 37, 58 & 57 Albany Highway within Schedule II – Additional Use Sites of the Scheme text in the following manner;*

CODE NO.	LAND PARTICULARS	ADDITIONAL USES	SPECIAL CONDITIONS
12	Lot 25 Lancaster Road. Lots 60, 59, 35, 37, 58 & 57 Albany Highway.	Multiple dwellings Grouped dwellings Educational Establishment Office	<p>All development to be in accordance with an approved Outline Development Plan adopted under Clause 5.5.1 and 5.5.2 of the scheme.</p> <p>All development to be connected to reticulated sewer.</p> <p>Development provisions for Mixed Use Development apply as set out in the Residential Design Codes of WA to dwellings proposed on the same site as commercial uses within the Additional Use designation.</p> <p>An R40 density coding shall apply to the residential component of mixed use development within the Additional Use Site and area zoned Local Shopping.</p> <p>A maximum retail floor space of 600m<sup>2</sup> nett lettable area shall apply plus a restaurant with a maximum floorspace of 200m<sup>2</sup>.</p> <p>A maximum floor space of 400m<sup>2</sup> shall apply within the Additional Use designation for uses such as consulting rooms, health centre, office and professional office.</p>

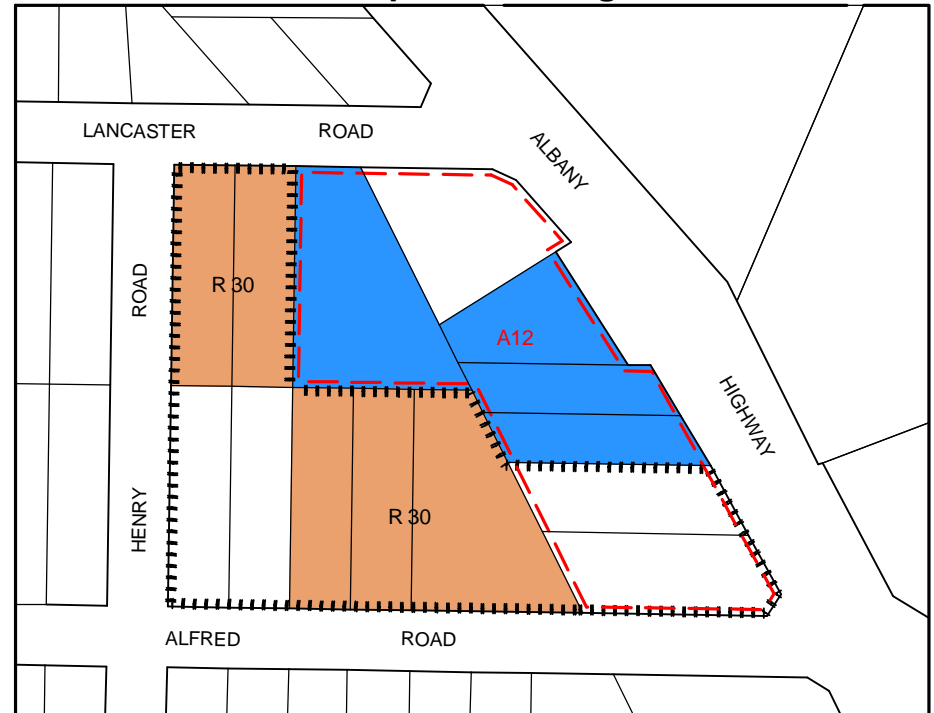
7. *Amending the Scheme Map accordingly.*

# CITY OF ALBANY TOWN PLANNING SCHEME No. 3 AMENDMENT No. 283



**Existing Zoning**





**Proposed Zoning**







**LOCAL SCHEME RESERVES**




-  MAJOR HIGHWAYS
-  PUBLIC PURPOSES

**OTHER**

-  R CODES
-  ADDITIONAL USES

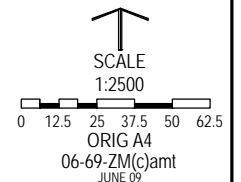
**ZONES**

-  RESIDENTIAL
-  RURAL
-  PLACES OF PUBLIC ASSEMBLY
-  SERVICE STATION

-  LOCAL SHOPPING
-  SPECIAL SITES DENOTED AS FOLLOWS
-  CVP CARAVAN PARK

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Albany WA 6330  
Phone 9842 2304 Fax 9842 8494





# **CITY OF ALBANY**

## **TOWN PLANNING SCHEME NO. 3**

### **AMENDMENT NO. 295**

#### **PLANNING REPORT**

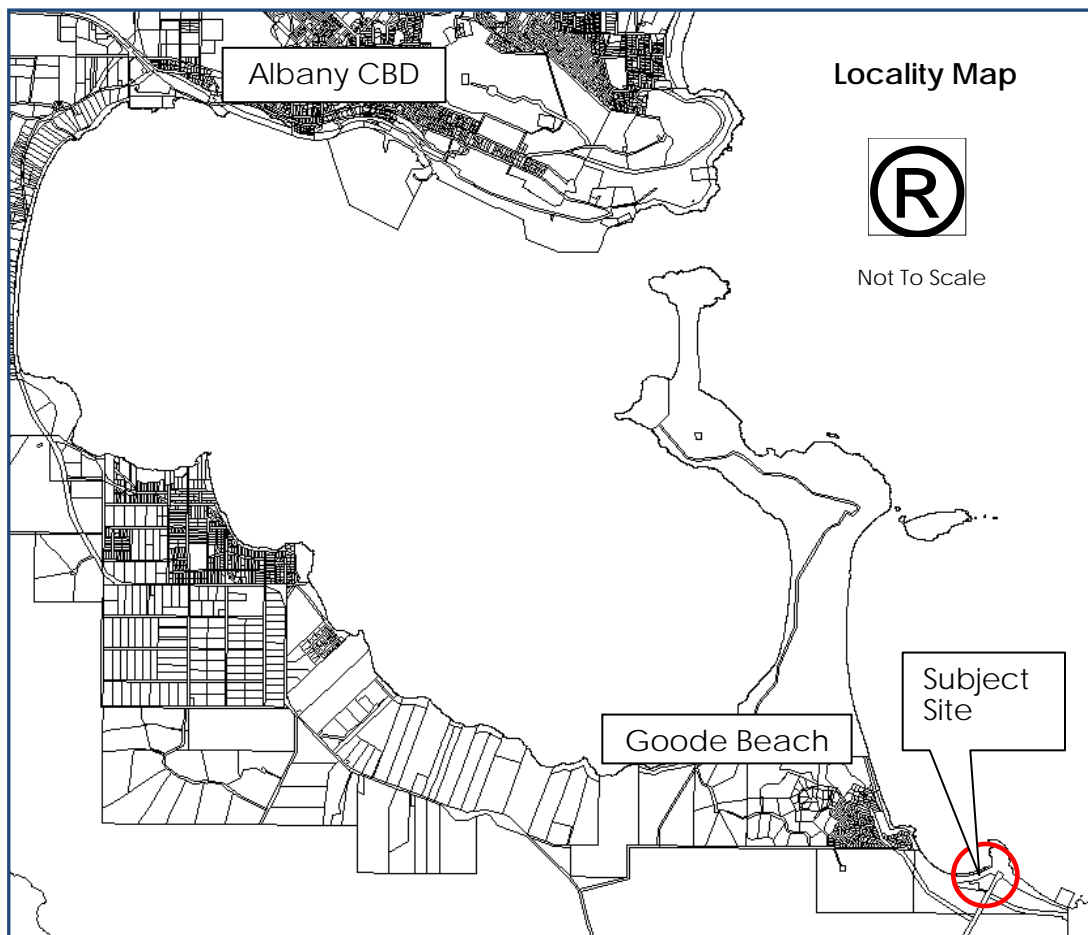
**Transferring Location 7584, Part of Lot 1 and Lot 2  
Frenchmans Bay Road from the 'Parks and Recreation'  
reserve to the 'Special site (Caravan Park)' zone.**

## INTRODUCTION

This proposal seeks to Transfer part of Lot 1 and Lot 2, Location 7584, Frenchman Bay Road from the 'Parks and Recreation' reserve to the 'Special site (Caravan Park)' zone.

The proposal is consistent with its historic use and the strategic intent for the area as contained in the draft Albany Local Planning Strategy (ALPS).

The following report provides background information in support of the proposed amendment.



## 1. BACKGROUND

### 2.1 LOCATION

Lots 1 and 2 Frenchman Bay Road are located at the eastern end of Frenchman Bay Road, about 20 km from the Albany City centre. The Subject Area consists of two lots with a total area of 3.2594 ha.



The Subject lots were historically developed and known as the Frenchman Bay Caravan Park.

### 2.2 ZONING

The Shire of Albany Town Planning Scheme 3 (1980) showed a portion of Lot 1 as a 'Special Site' for use as a Caravan Park. The remaining areas that would later form Lot 1 and Lot 2 were originally reserved for recreation, a pleasure resort and Caravan Park.

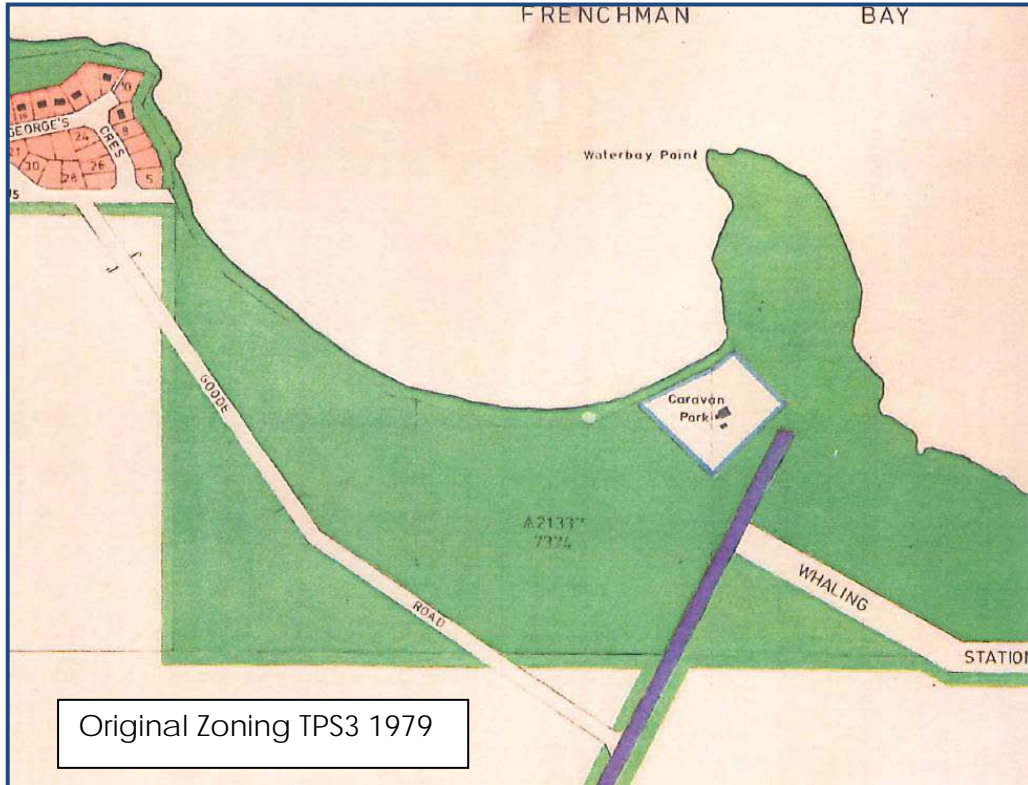
The additional portions of land were transferred from Crown Reserve to a freehold title in February 1986, with the lot boundaries being officially changed in 1987.

Records referring to the zoning of the land at both a Local Authority and a State Government level were subsequently altered to show lots 1 and 2 being zoned as a 'Special Site' for use as a Caravan Park. However, no official proof in the form of amendment documentation or a Gazettal Notice to justify this change can be found.



The Subject lots were historically developed and known as the Frenchman Bay Caravan Park.

The development of the Caravan Park occupied a portion of the entire holding and included 45 caravan and camping sites, ablution blocks, holiday cabins, tearooms/shop and a petrol filling station.



## 2. SITE ASSESSMENT AND CONTEXT

### 2.1 SITE DESCRIPTION

With its elevated sheltered northerly aspect and spectacular views overlooking Frenchman Bay and King George Sound the property is considered ideal for tourist development.

The site itself is triangular and directly abuts a steep ridgeline, which drops between 10 to 20 metres to Whalers Beach below. The site is setback about 50m from the shoreline. The remainder of the site slopes gently upward inland and consists of deep sand, which has been re-contoured in order to maximise views.

Very little remnant vegetation remains, with the exception of peppermint trees, which have been allowed to regrow to provide shade and minimise visual impact.

The Historic Vancouver Spring is in close proximity to the subject lot with the Western part of the lot forming part of the spring's Catchment.

### 2.2 SURROUNDING LANDUSE AND ZONING



The adjoining lot to the west is a Local Authority reserve for Parks and Recreation and the lot to the east is zoned 'Special Use' and forms part of the Whale World development.

All the uses in the immediate vicinity of the subject lot are tourism or recreation related, complimentary to each other, and furthermore consistent with the strategic intent for this area to form a tourism node.



### 3. PLANNING CONTEXT

The key documents, which provide the planning context and guidelines for the subject land, are the City of Albany Town Planning Scheme No. 3 , the Albany Local Planning Strategy (ALPS) and Residential Design Code Policy(a local planning policy adopted by Council).

#### 3.1 Current Zoning

A portion of Lot 1 is currently zoned 'Special Site' (Caravan Park) under the provisions of the City of Albany's Town Planning Scheme No. 3,The remaining portion of lot 1 and Lot 2 is shown as reserved for Parks and Recreation.

Council as part of the 'Special Site' Zoning may approve the following uses:

Caravan Park	"P"
Caretakers House/Flat	"P"
Holiday Accommodation	"AA"
Petrol Filling Station	"AA" (clients use only)
Public Recreation	"AA"
Shop	"IP"

### 3.2 State Strategies and Policies

Relevant State Strategic and Policy Documents include:

- SPP 1 State Planning Framework Policy
- SPP 2 Environment and Natural Resources
- SPP2.6 State Coastal Planning Policy
- SPP 2.7 Public Drinking Water Source Policy

SPP1 provides the strategic framework and guiding principles for land use planning in Western Australia. The primary aim is to provide for sustainable use and development of land. The Strategy identifies the five key principles of environment, community, economy, infrastructure and regional development, which define and influence decision-making.

SPP1 supports the growth of regional communities to achieve their social, environmental and economic goals. Co-ordination, high standards of development, availability of land and services are required to ensure regional communities area sustainable in the long term.

SPP 1 brings together adopted State and regional strategies, plans and policies within a central planning framework to guide decision making in relation to sustainable land use and development across the State.

The Policy establishes state-wide key land use planning principles and informs the Commission, Local Government and others involved in the planning process and is designed to ensure there is coordination and integrated decision-making across all spheres of planning.

#### SPP 2 – Environment and Natural Resources Policy

SPP 2 refines the principles of the SPS and incorporates the recommendations of the Western Australian State Sustainability Strategy (2002) to ensure that planning decisions meet the needs of current and future generations through simultaneous environmental, social and economic improvements through the integration of land use planning and natural resource management.

#### SPP 2.6 - State Coastal Planning Policy

The objectives of this Policy are to:

- Protect, conserve and enhance coastal values, particularly in areas of landscape, nature conservation, indigenous and cultural significance;
- provide for public foreshore areas and access to these on the coast;
- ensure the identification of appropriate areas for the sustainable use of the coast for housing, tourism, recreation, ocean access, maritime industry, commercial and other activities; and ensure that the location of coastal facilities and development takes into account coastal processes including erosion, accretion, storm surge, tides, wave conditions, sea level change and biophysical criteria.

SPP 2.7 addresses requirements for areas contained within public drinking water source areas and seeks to maintain the high quality of water available in these

areas and prevent pollution or contamination occurring from incompatible uses being developed.

The objectives of SPP3 most relevant to this proposal include:

- build on existing communities with established local and regional economies
- concentrate investment in the improvement of services and infrastructure and enhance the quality of life in those communities
- manage the growth and development of urban areas in response to the social and economic needs and in recognition of relevant climatic, environmental, heritage and community values and constraints.
- promote a sustainable and liveable neighbourhood form which reduces energy, water and travel demand
- ensure safe and convenient access to employment and services
- provide choice and affordability of housing
- create an identifiable sense of place for each community, and
- coordinate new development with the efficient, economic and timely provision of infrastructure and services.

The proposed Amendment complies with and will assist in achieving the particular objectives contained in these Strategic Policies.

### **3.3 Albany Local Planning Strategy (2007)**

The key local planning document relating to future planning of the subject land is the Albany Local Planning Strategy (ALPS). This proposal is consistent with the intent of ALPS which was adopted by the City of Albany in August 2007 and following advice from the DPI was endorsed subject to modifications in September 2008. The subject land is designated Tourist Accommodation Node on Map 9B of ALPS.

Part 5.4 of ALPS deals with Tourism and contains the following Planning Principle

*“Albany will remain the premier tourism destination on the South Coast and will provide a complete tourism experience.”*

And further recommends the following actions

- *“Encourage the effective management and development of Albany’s many iconic natural tourist attractions.*
- *Ensure that new tourism development and related land uses do not threaten the natural and cultural heritage values which make the City uniquely desirable as a tourist destination. This includes ensuring that tourism and residential coastal developments do not put adverse pressure on foreshore areas (CoA, DoW, WATC).*
- *Ensure the CPS establishes the necessary tourism zones, policies and development standards to allow the City Council to accommodate tourism development proposals, including those that will be integrated with other uses, such as residential, to aid the growth of identified tourism markets (CoA).*
- *Identify strategic and non-strategic tourist sites in the ALPS (CoA).”*

Part 8.5 ALPS Contains the following as part of the Economic Strategy

- “Encourage sustainable tourism uses and developments in locations that are compatible with existing uses and have the necessary supporting infrastructure.
- Promote economic development by supporting diversification of present economic activities to encourage investment into the City (CoA).
- Encourage the development of sustainable tourism uses and associated projects that integrate with the City’s natural and built landscape and heritage values (Tourism WA, GSDC, CoA, WAPC).
- Include in the CPS mechanisms to accommodate contemporary tourism development proposals (CoA).”





## **4. SERVICES & INFRASTRUCTURE**

### **4.1 Water**

A reticulated scheme water supply is available to The Frenchman Bay area, however the existing water supply to the lot would have to be upgraded to meet the specific requirements of any future development.

### **4.2 Drainage**

Given the porous sandy soils of the area, disposal of stormwater drainage by infiltration should be relatively straightforward. The Environmental Protection Authority and the City of Albany general criteria for stormwater drainage is that all stormwater shall be disposed of on-site to the extent that a 1:10 year storm event for 72 hours duration is retained for three (3) to four (4) days.

Any development on the site will have to ensure that drainage facilities are upgraded to minimise run off and erosion.

The disposal of drainage towards the south east portion of the site would be required to ensure there is no discharge within and adjacent to the catchment of the springs.

### **4.3 Effluent Disposal**

Although a Bulk sewer, connection to the subject lots is possible and preferred it would be costly and would not be a cost effective option for smaller, low-key developments.

A number of options for the installation and upgrade of an appropriate 'onsite effluent disposal system' exist.

Any future development of the site would require upgrading of the current facilities to meet its specific requirements.

### **4.4 Power/Telecommunications**

Power and Telecommunications infrastructure are available in the area existing facilities could be upgraded if necessary in order to meet the specific requirements of any future development.

### **4.5 Roads**

The site fronts Frenchman Bay Road to the north west of the intersection with Whaling Station Road. Frenchman Bay Road is on the major tourist route south of Albany and is constructed, sealed road terminating nearby at a car park and turning area adjacent to the eastern corner of Lot1. Any internal traffic arrangements will have to be upgraded in line with future development requirements



#### **4.6 Fire Safety**

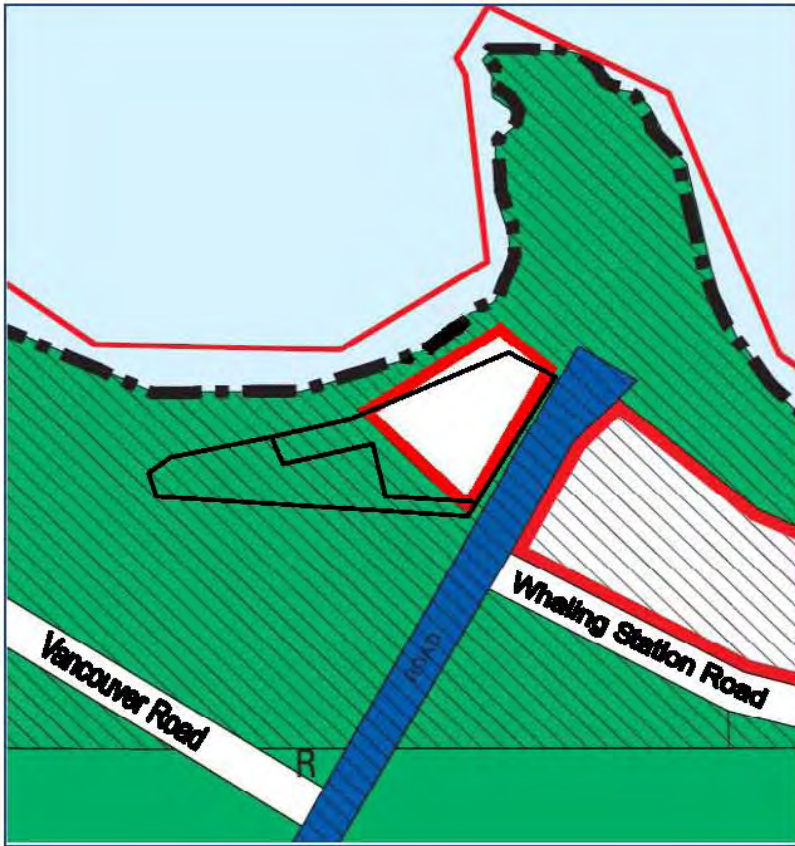
The main considerations for fire management are the reduction in fuel hazard, the maintenance of firebreaks, provision of emergency egress and the availability of emergency equipment and water to fight fires. Planning for Bushfire Protection, 2001 (WAPC and FESA) provides guidance on bush fire protection new developments.

Any future development on the lot would be expected to respond appropriately to these issues.

#### **5. CONCLUSION**

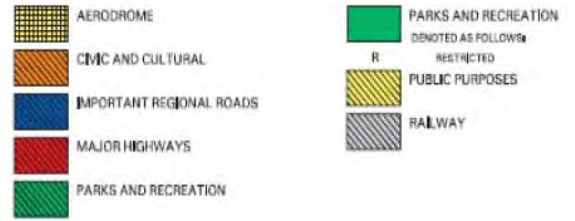
The Rezoning of Lot 1 and 2 is in line with the existing and historic use , the strategic intent for the area according to ALPS and will rationalise the Parks and Recreation Reservation and 'Special Site' zone to accord with the established lot and foreshore reserve boundaries.

### Existing Zoning



### LEGEND

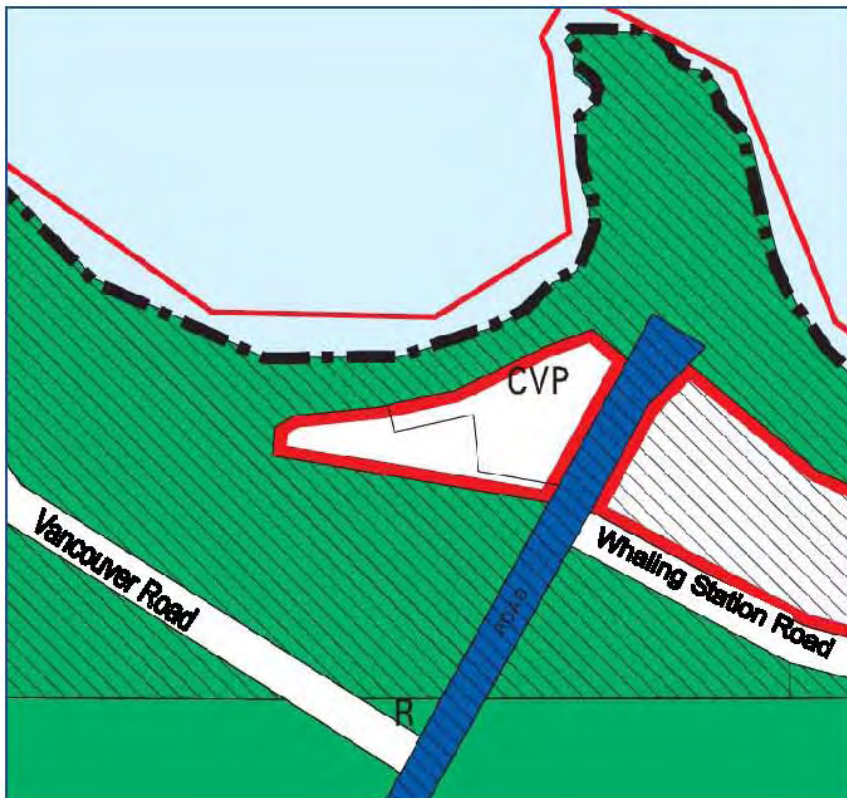
#### LOCAL SCHEME RESERVES



#### ZONES



### Proposed Zoning



PLANNING AND DEVELOPMENT ACT 2005

CITY OF ALBANY

TOWN PLANNING SCHEME No. 3  
AMENDMENT No. 295

The Albany City Council under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends the above Planning Scheme by:

- i) Transferring Location 7584, Part of Lot 1 and Lot 2 Frenchmans Bay Road from the 'Parks and Recreation' reserve to the 'Special site (Caravan Park)' zone.
- ii) *Amending the Scheme Map accordingly.*





Appendix A

Site Constraints



Scale 1:2,000



**CITY OF ALBANY**

**TOWN PLANNING SCHEME NO. 1A**

**AMENDMENT NO. 173**

**PLANNING REPORT**

**LOTS 19 & 20 MONCK WAY,  
CENTENNIAL PARK**



## **1.0 INTRODUCTION**

Lots 19 & 20 are currently included within Town Planning Scheme 1A as a Local Reserve for Public Use. It is proposed to transfer the land from this classification to the Industry zone.

Lots 19 & 20 are currently vacant having previously housed the Department of Transport vehicle license services. The land is currently depicted in Town Planning Scheme 1A as “Public Use Reserve”.

Lots 19 & 20 are in the process of being freeholded and as a separate exercise, being amalgamated into a single title.

With regards freehold land under a Scheme Local Reserve, the Scheme provides insufficient guidance on the forms of land use and/or development that may be approved. On this basis it is necessary to transfer the land to the most suitable available zone.

Within the vicinity of Lots 19 & 20, surrounding land is zoned either Industry or on the opposite side of Sanford Road, Other Commercial.

## **2.0 BACKGROUND**

The lots are located less than 400m from the Albany Central Area and less than 600m from York Street itself.

Lot 19 is 801m<sup>2</sup> and fronts both Monck Way whilst Lot 20 is 579m<sup>2</sup> and fronts both Monck Way and Sanford Road.

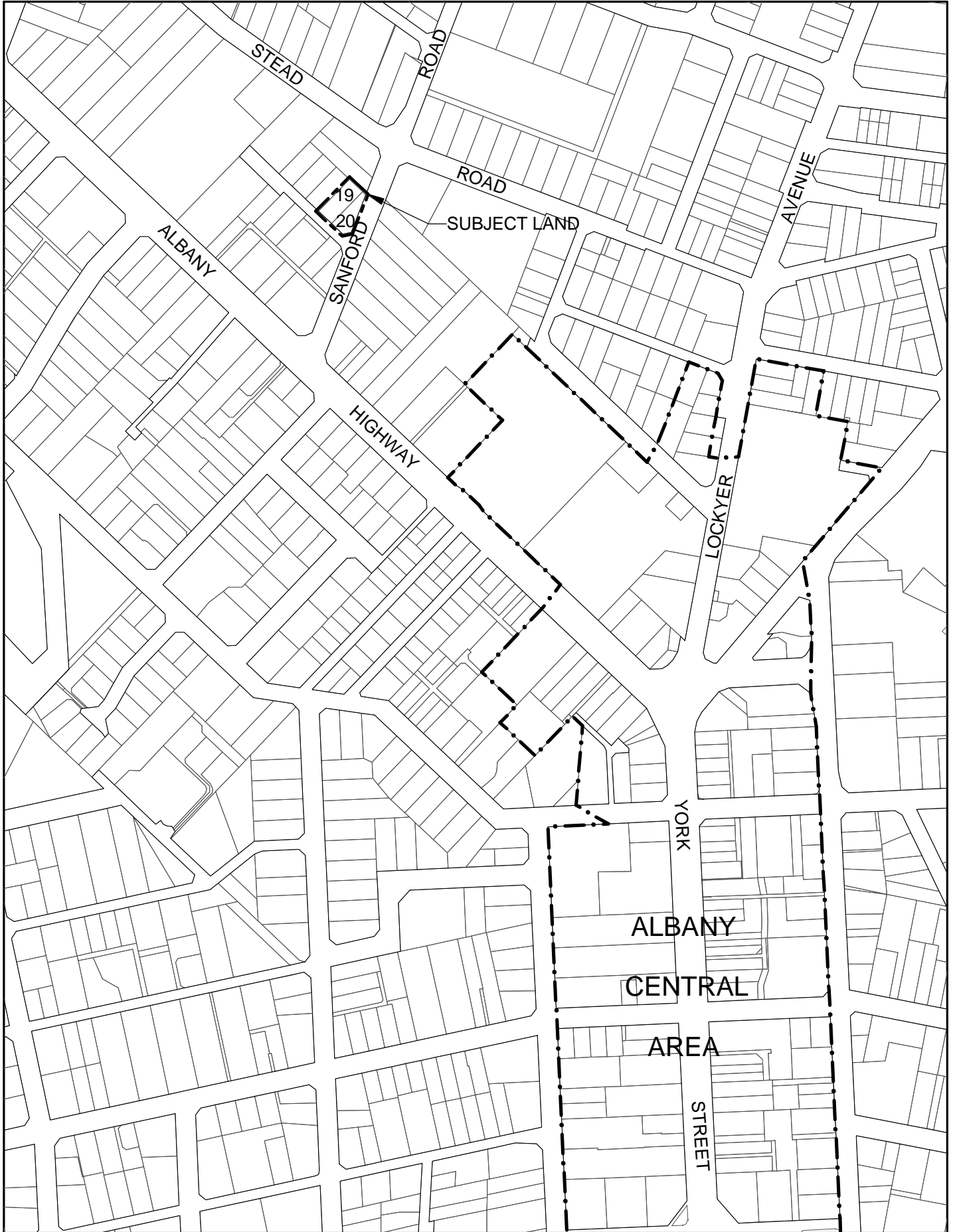
The land is cleared and accommodates a small dwelling (approx 100m<sup>2</sup>), a shed (approx 100m<sup>2</sup>) and a substantial sealed parking area. Whilst the site has been vacant for some time, the previous use and site history was for road traffic vehicle assessment and licensing and driver assessment and licensing. No mechanical repairs or servicing was undertaken on site.

An application has been lodged with the WA Planning Commission seeking to amalgamate the two lots into a single holding of some 1380m<sup>2</sup>.

## **3.0 SERVICING AND SITE ISSUES**

The land has access to all necessary infrastructure services including constructed and drained road frontage, electrical power, telecommunications, reticulated water and deep sewerage. Existing site development is served by the two existing crossovers; one to Monck Way and one to Sanford Road.

ALL AREAS AND DIMENSIONS ARE SUBJECT TO SURVEY

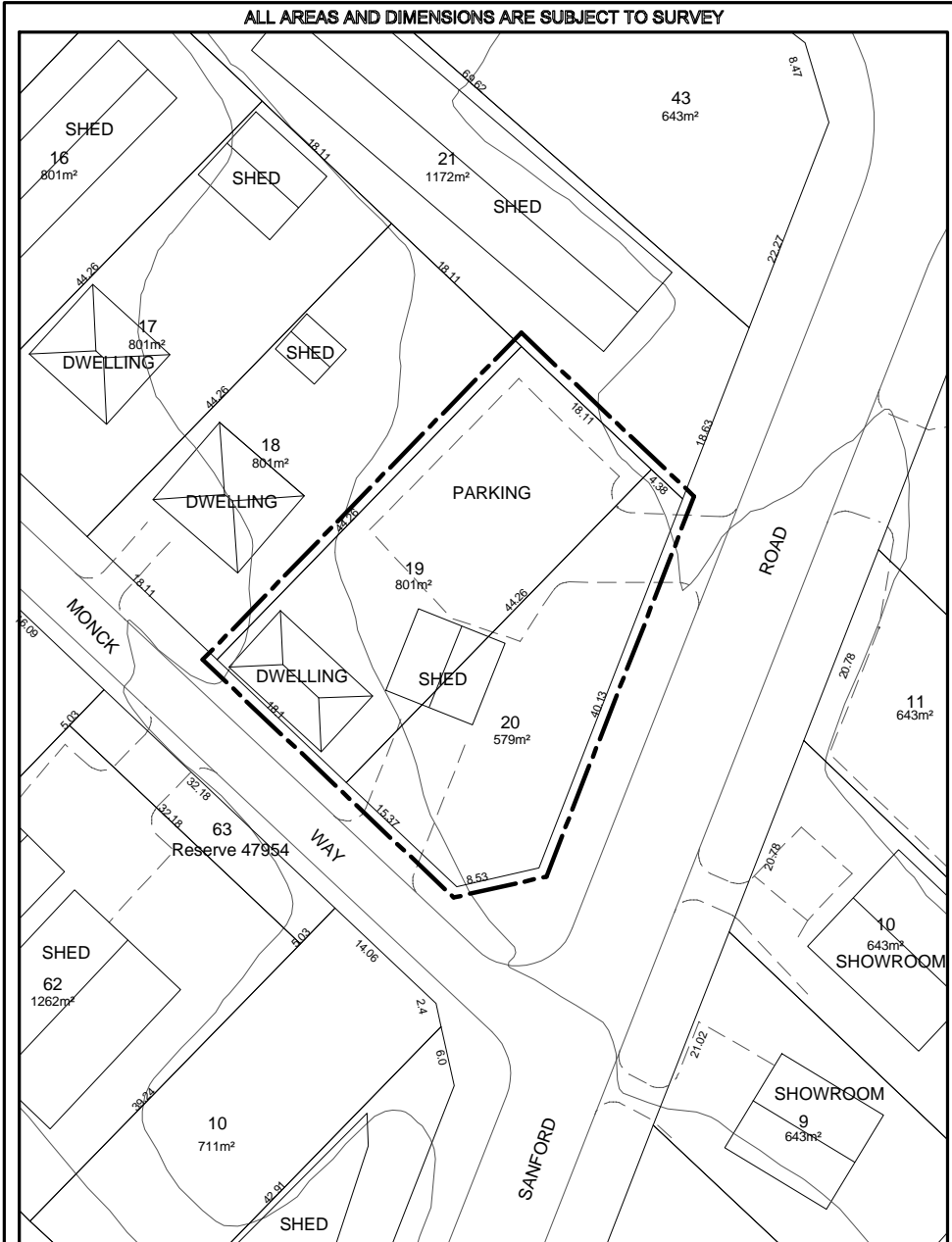


## LOCATION PLAN

Lot 19 & 20 Monck Way  
City of Albany

86

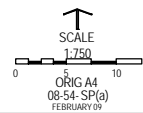
ALL AREAS AND DIMENSIONS ARE SUBJECT TO SURVEY



### SITE PLAN

Lot 19 & 20 Monck Way  
City of Albany

AYTON BAESJOU  
PLANNING  
11 Duke St  
Albany WA 6330  
Phone 9842 2304 Fax 9842 8494



A review of original survey diagrams show that widenings have been provided from the subject land to give Sanford Road its current 20m width and to allow the construction of the Monck Way intersection.

No additional widenings are required to provide for likely site development or the future uses proposed by longer term strategy.

## **4.0 PLANNING**

### **4.1 Land use and Development Issues**

In the freeholding of Lots 19 & 20, the current Public Use classification does not provide future landowners with a clear guide to acceptable land use or how individual development and use applications will be dealt with. Neither does it provide Council with a clear set of development standards to be met or a list of uses which may be acceptable on the land nor what conditions, if any are appropriate. Transferring the site to the most appropriate zone will provide this guidance to future landowners and will provide Council with a framework for assessing future applications.

### **4.2 Surrounding Land Use and Development**

The following plan depicts the current zoning as well as landuse/lot activities surrounding Lots 19 & 20.

It can be seen that all land surrounding the subject parcels are zoned Industry and apart from the adjoining dwellings (which are non conforming uses) accommodate typical light industrial activities.

Land on the opposite side of Sanford Road is zoned Other Commercial and is used for activities typical in this zone (showrooms, vehicle based uses).

### **4.3 Albany Local Planning Strategy**

The Albany Local Planning Strategy depicts this area in the northwestern quadrant of the Albany Regional Centre designation. ALPS goes on to explain that over the longer term a landuse transition is anticipated to mixed business type activities covering light and service industry through to commercial uses.

### **4.4 Town Planning Scheme 1A**

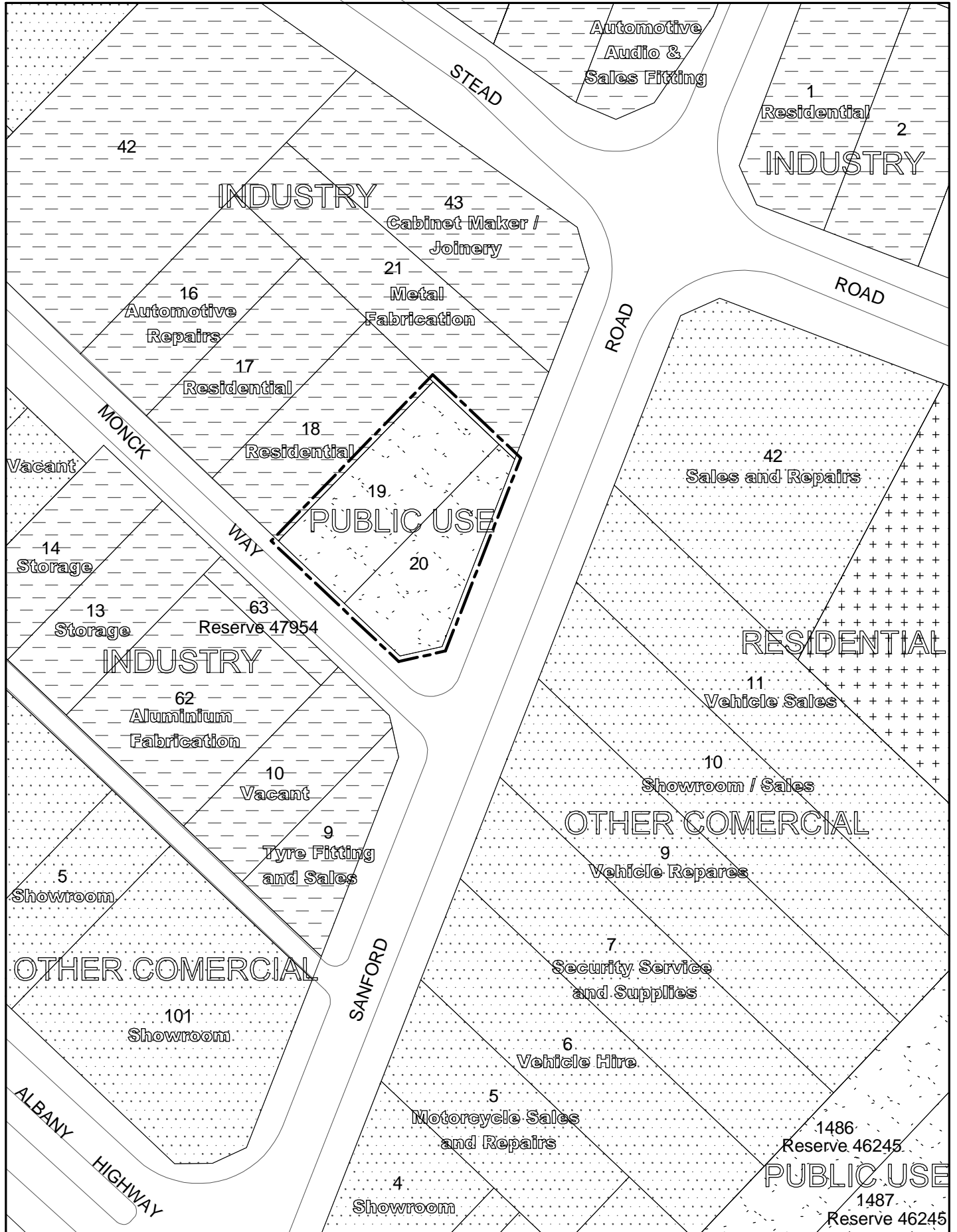
Town Planning Scheme No. 1A is flexible in the list of landuses permissible within the Industry zone. Many 'other commercial' and mixed business type activities may be permitted in this zone including 'warehouse sales', 'service industry' and 'bulky goods outlet'. In addition, the qualities of the site (exposure and proximity to the Albany Central Area) helps ensure that the activities most attracted to the land will be higher order commercial uses.

### **4.5 Summary**

The proposed zoning responds to the current zoning in the area, the existing landuse context whilst also providing for the future uses and activities promoted in longer term strategy.



ALL AREAS AND DIMENSIONS ARE SUBJECT TO SURVEY



### ZONING & LANDUSE

### LEGEND

	Other Commercial
	Residential
	Industry
	Public Use

Lot 19 & 20 Monck Way  
City of Albany

## **5.0 PROPOSED AMALGAMATION**

Although not a planning necessity, the proposed amalgamation of the two lots, if approved, will provide a logical and highly useable development site. Amalgamation also removes potential complications connected with the existing shed being located across the common boundary. Amalgamation also removes potential issues connected with boundary setbacks (on the common boundary) and the provision of access to Lot 19 via Monck Way.

## **6.0 CONCLUSION**

No precedent will be set in transferring the land to the Industry zone and as the relevant zone and site development standards provide sufficient control for future site development, no special measures are proposed.

The proposed zoning meets the existing landuse and zoning context as well as generally providing for the strategic direction laid out within the Albany Local Planning Strategy.

**PLANNING AND DEVELOPMENT ACT 2005**

**CITY OF ALBANY**

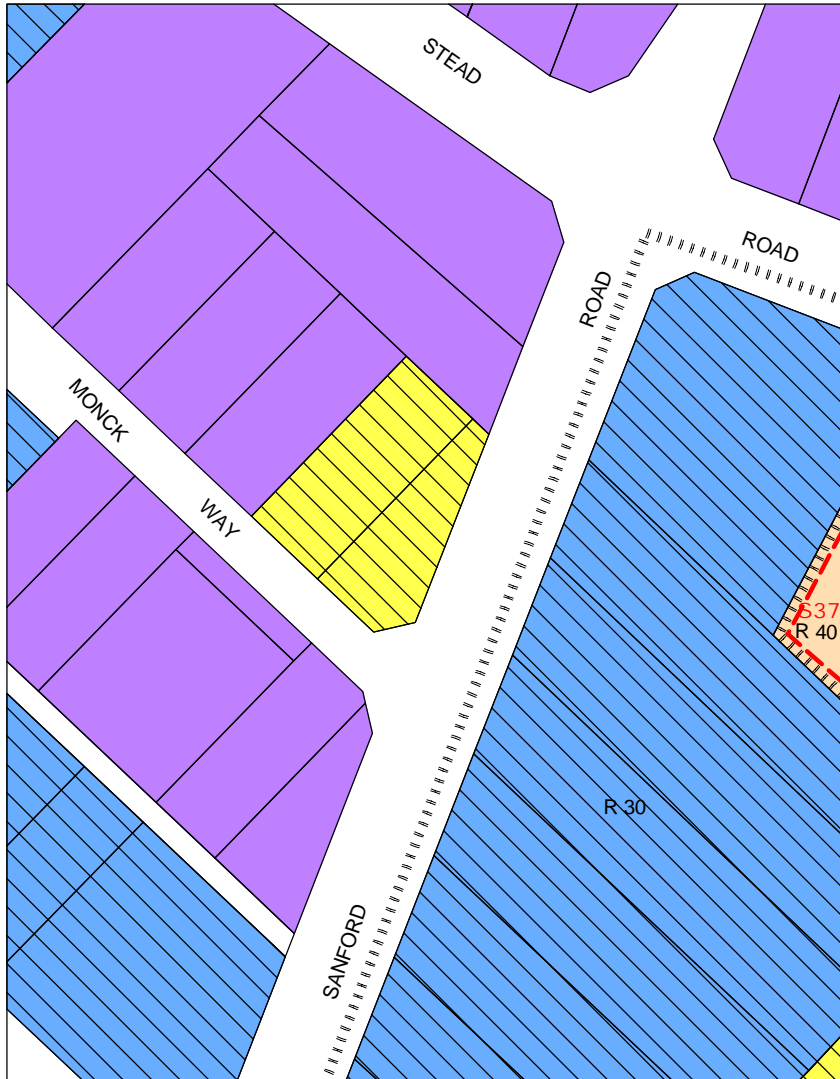
**TOWN PLANNING SCHEME No. 1A**

**AMENDMENT No. 173**

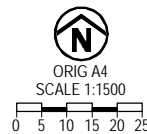
The Albany City Council under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends the above Local Planning Scheme by:

- i) Zoning Lots 19 and 20 Monck Way, Centennial Park, from the 'Public Use Reserve' to the 'Industry Zone'; and
- ii) Amending the Scheme Maps accordingly.

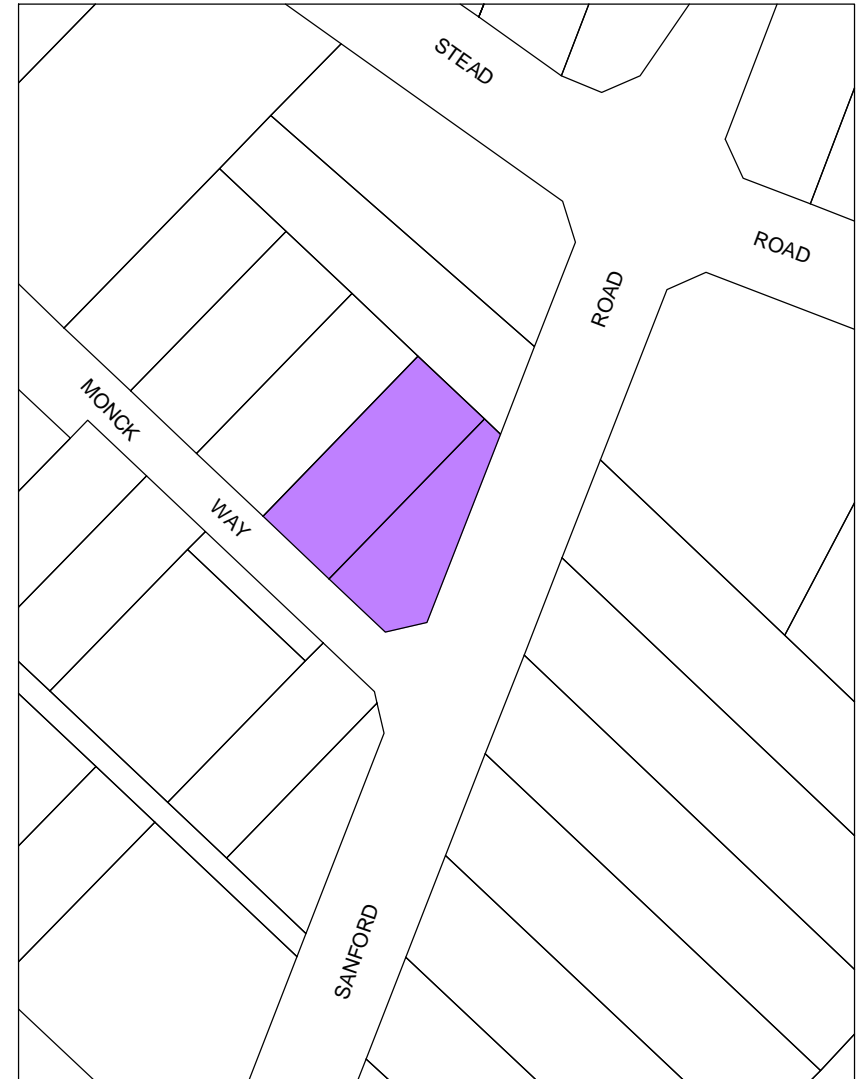
### Existing Zoning



- LOCAL SCHEME RESERVES**  
 Public Use
- ZONES**  
 Industry  
 Residential  
 Other Commercial
- OTHER**  
 Special Additional Use  
 R Codes



### Proposed Zoning



## CITY OF ALBANY TOWN PLANNING SCHEME 1A AMENDMENT No. 173

**AYTON BAESJOU  
 PLANNING**

11 Duke St  
 Albany WA 6330  
 Phone 9842 2304 Fax 9842 8494



# **MINUTES**

## **PLANNING AND ENVIRONMENT STRATEGY AND POLICY COMMITTEE**

**Held on  
Thursday, 18th June 2009  
1.00 pm**

**Margaret Coates Boardroom**



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## DECLARATION OF OPENING

The Chairperson declared the meeting open at 1.00pm.

### 1.0 ATTENDANCES

Attendances:

Councillors -

J Matla (Chairperson)  
M Evans (Mayor)  
K Stanton  
J Walker  
D Price (1.06 to 2.57pm)  
V Torr  
D Dufty (1.11 to 2.57 pm)  
R Fenn  
K Barnett  
G Bride  
A Nicoll  
J Van Der Mescht  
I Humphrey  
R Forster  
J Ferry

Executive Director Development Services  
Manager Building and Health Services  
Executive Services Manager – Planning and Councilor Liaison  
Strategic Planner  
Coordinator Statutory Planning  
Coordinator Development Control Planning  
Ranger  
Minute Taker

Observers:

Nil

### 2.0 APOLOGIES

J. Bostock

### 3.0 DECLARATION OF INTEREST

Nil

### 4.0 QUESTION / BRIEFING TIME

Cllr Price entered the meeting at 1.06 pm

Cllr Dufty entered the meeting at 1.11 pm

EDDS advised the committee that;

- Down Road Chip Mill noise issue appears to have been resolved
- Robert and Keith visited the Biomass Pellet Plant site –
  - potential noise pollution (ear protection needed inside but a dramatic noise reduction outside) and dust concerns appear to be resolved on-site
  - Plant in commissioning phase. First lot of pellets to be shipped from Albany in a couple of weeks.
- Wignall shed – SAT provided owner with period up till 21<sup>st</sup> June to abide by notice
  - Application was received this week for a reduced shed size but still will be 30% oversized. Item will be presented to Council for consideration and any demolition action deferred till a decision is taken.
  - .
- Successful prosecution of Mr Lembo (use of property corner Lower Denmark Road and Frenchman Bay Road)
  - Mr Lembo pleaded guilty and was fined
  - Staff investigating the business conducted from the lot.
- CBD Committee held first meeting 17<sup>th</sup> June.
- New Development guidelines and policies –

- K Barnett working on New Itinerant Traders Policy to supplement local law
- The Cat Local Law was recently gazetted and staff are preparing brochure to place in all mail boxes. Local Law to be implemented from the 1<sup>st</sup> December 2009.
- Staff investigating the use of a dwelling on Albany Highway as storage facility, contrary to approval issued for the site.
- The Department of Planning and Infrastructure and the WA Planning Committee conducting a series of reviews and they have released several position papers for comment with short submission periods. City staff and Cllr Stanton attended a briefing on changes to the Planning Regulations and the Model Scheme Text and were concerned that; –
  - Focus on the role and function of WAPC still poorly defined
  - WAPC seeking to update Planning Regulations to match 2005 Act
  - New regulations proposing to introduce consistent operative clauses for town planning schemes and allow for other general development control issues to be drafted into district schemes.
  - Possible flaw with new regulations and model scheme provisions – Third Party Appeals may become part of the regulations and remove the capacity for the City to have third party appeal rights. Similarly, the procedures relating to processing structure plans may allow the WAPC to over-rule a decision of the City not to commence the structure planning process and a review to SAT may be provided against the Council and WAPC decision to reject a structure plan.
  - Regulation Changes – Staff were recently advised that Regulations are soon to be gazetted that will allow planning staff to issue planning infringements on the spot for minor breaches (eg failure to line mark car parks or install landscaping).

#### **5.0 CONFIRMATION OF MINUTES OF MEETING 23rd April 2009**

**MOVED: STANTON**  
**SECONDED: PRICE**

**THAT the minutes of the Planning and Environment Strategy and Policy Committee Meeting held on 23<sup>rd</sup> April 2009, as previously distributed, be confirmed as a true and accurate record of proceedings.**

**Carried 7/ 0**

## 6.0 REVISED CENTRAL ALBANY URBAN DESIGN POLICY

### Proposal

To review the existing Central Albany Urban Design Policy.

### Attachments

Revised Central Albany Urban Design Policy.

### Previous Reference:

PESP 4/02/09 Item 8.0

PESP 19/02/09 Item 9.0

OCM 17/03/09 Item 11.6.2

### Purpose

To seek Council's endorsement to advertise the revised Central Albany Urban Design Policy (CAUDP).

### Locality

Refer Figure 1 and 2 of the policy document (as attached).

### Background

The review of the Central Albany Urban Design Policy was considered at the PESP Committee meeting held on 4 February 2009 and 19 February 2009.

At it's 17 March 2009 OCM, Council resolved the following in relation to this item:

*"THAT Council supports the recommendations contained within the Comment/Discussion section of this report and agrees to consider amendments to the Central Albany Urban Design Policy as detailed in the report*

*AND*

*THAT the operative components of the Urban Design and Streetscape Design Guidelines Policy be incorporated."*

The revised policy proposes the following changes:

- Reduce the extent of the study area relating to the residential precinct (to delete that area north of Albany Highway and within areas of Centennial Park);
- Introduce greater clarity on appropriate roof pitches;
- Include additional policy statements under the heading bulk/scale ensuring new buildings and extensions are consistent with the scale and form of existing buildings in the locality;
- Introduce a clear statement on locating garages and carports forward of the building line of the dwelling;
- Introduce a policy statement ensuring ground floor levels of new buildings are consistent with surrounding buildings;
- Modify height provisions to ensure height is measured from natural ground level rather than establishing a set height datum; and
- Providing criteria as to when 2 storey buildings can be considered, rather than allow 2 storey buildings as of right.

Item 6.0 continued

The operational requirements of the *„Urban Design and Streetscape Guidelines for Infill Development in Albany’* have been incorporated into the policy (A copy of this policy is attached).

### **Statutory Requirements**

Clause 7.21 of Town Planning Scheme No. 1A identifies the process that Council must go through to adopt a local planning policy. The first step is that Council is required to consider whether to adopt the revised policy for the purposes of advertising the proposal for 21 days. After the advertising period has been finalized Council will need to consider whether it wishes to either adopt the policy with or without modifications or to not adopt the policy.

### **Comment/Discussion**

The proposed modifications only affect the residential component of the Policy (the policy statements applicable to the CBD precinct are to remain unchanged). The purpose of the revisions is to ensure new residential development and extensions are sympathetic to the existing built form.

The revised approach continues to allow two storey dwellings however, the height will be measured from natural ground level (encouraging split level development and development that follows the slope of the land), and the proponent must prove that a second storey is appropriate by meeting certain criteria (as laid out in Clause 8.5.1 of the Policy).

It is proposed to rename the policy *„Albany Historic Town Design Policy’* given the focus of the revised policy is to promote sympathetic development that has regard to the heritage character of the study area.

### **Committee Discussion**

The EDDS & MPRS gave a brief explanation of the processes that lead to the drafting of the amended policy. The changes to the policy are in clauses 8.2.2, 8.3.2, 8.3.5, 8.3.7, 8.4.5 and 8.5.1.

In general discussion –

- The issues associated with loss of view And the creation of spaces between buildings noted.
- Clarification was sought on the definition of adjoining properties.
- EDDS highlighted that the words “(as defined in the Residential Design Codes)” needed to be deleted from sentence (d) section 8.5.1
- Section 12 of the policy was reviewed in light of recent Council decisions and of the necessity to retain the clauses.



MOVED  
SECONDED

TORR  
DUFTY

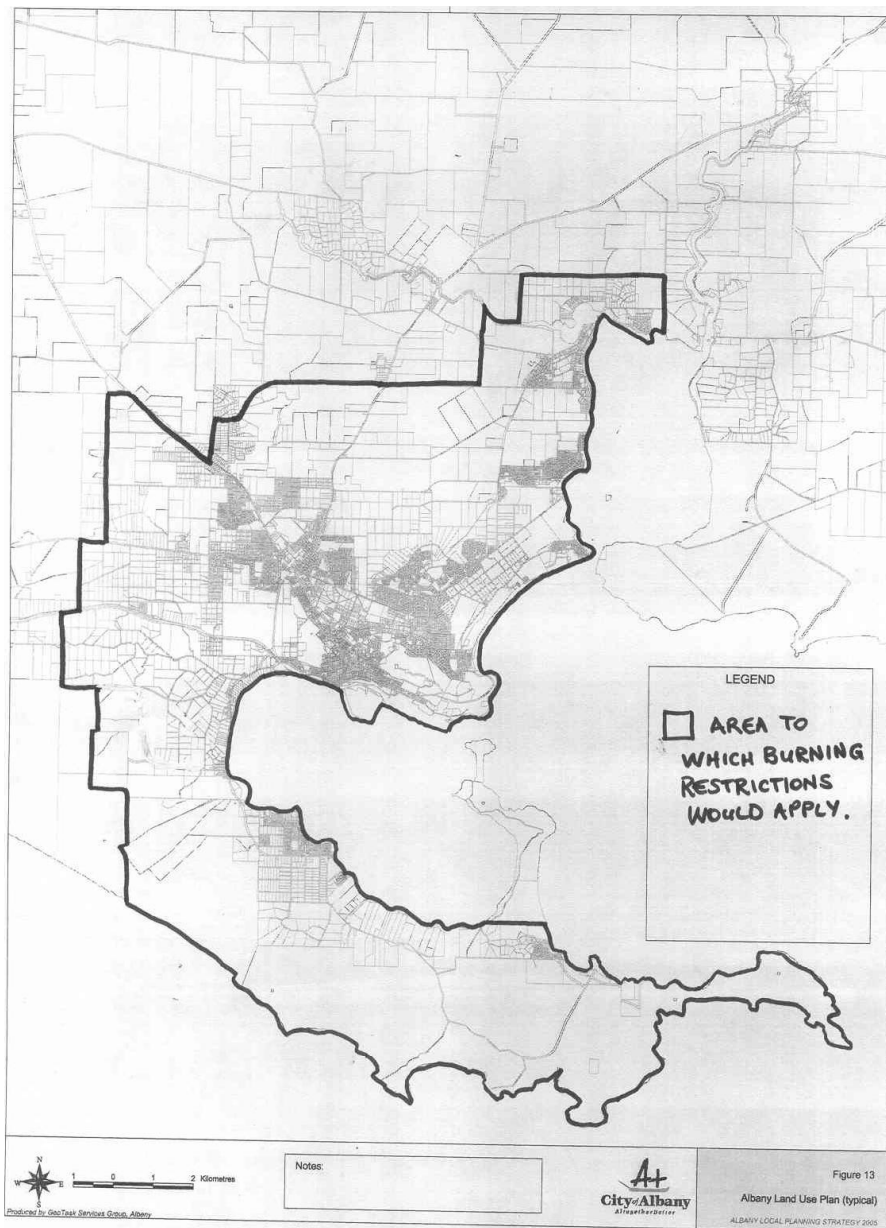
THAT Council pursuant to Clause 7.21 of Town Planning Scheme No. 1A:

- i) Agrees to advertise the revised Central Albany Urban Design Policy (renamed the 'Albany Historic Town Design Policy'); and
- ii) Agrees to rescind the policy 'Urban Design and Streetscape Guidelines for Infill Development in Albany', and reproduce the relevant information in this document as guidelines (to be named 'Guidelines for Modifying Period Buildings in Albany'), and
- iii) Resolves to Revoke Section 12 of the policy and advertise the revocation.

Carried 4/3

## 7.0 BURNING RUBBISH, REFUSE OR OTHER MATERIAL IN URBAN AREAS

### Locality Plan



Item 7.0 continued

## **Background**

City of Albany staff infrequently receive complaints regarding the open air burning of household rubbish, green and dry garden refuse in the yards of residential lots, and to a lesser degree the burning of windrows resulting from land development (recent changes to approvals processes has removed the number of these complaints). Where windrows of material are left to smolder for days in the urban environment and during the winter months a smoke haze is produced.

The incidence of asthma and other respiratory ailments amongst residents has risen in Western Australia, and for some individuals, smoke and pollen can trigger severe (in some instances life threatening) attacks.

Council previously resolved that:

- 1. Request the Minister for Fire and Emergency Services to declare The Fire and Emergency Services Authority Gazetted Fire District and the defined localities of Lower King, Bayonet Head, Warrenup, Lange, McKail, Kalgan Heights, Little Grove, Mt Elphinstone, Robinson, Torndirrup, Walmsley, Gledhow, Big Grove and Goode Beach of the City of Albany as having a Prohibited Burning Period from the 22<sup>nd</sup> December to the 15th March and a Restricted Period from the 16th March to the 21st December, to allow Council the ability to issue infringements to owners who light fires without permits, pursuant to Section 24G of the Bush Fires Act (1954);*
- 2. Exempt barbecues, solid fuel water heaters, space heaters and ovens fired with dry paper, wood, synthetic char or charcoal type fuel in accordance with the Bush Fires Act 1954; and*
- 3. Undertake a comprehensive education campaign on the basis of the Minister supporting Council's request, including a media release and ongoing advertising, information being placed on the City's website and individual letters, to ensure there is a sufficient understanding of the new restrictions relating to the burning of waste.*

## **Statutory Requirements**

In 2001, Council passed the City of Albany Health Local Laws (2001), which contains the following:

### 4.2.1 Interpretation

*In this division, unless the context otherwise requires -*

*“rubbish or refuse” includes any filth, dirt, ashes, vegetation, garden refuse, waste material, waste food, sludge, offensive matter, cinders, wood or metal shavings and sawdust but does not include liquid waste or liquid refuse;*

Item 7.0 continued

4.2.10 Burning Rubbish or Refuse

- (1) *A person shall not -*
- (a) *without the approval of the Council; and*
  - (b) *except in accordance with the terms and conditions to which the approval is subject, set fire to, or cause to be set on fire, any rubbish or refuse either*
    - (i) *in any incinerator; or*
    - (ii) *on the ground.*
- (2) *Subject to subsection (3), an approval of the Council is issued subject to the following conditions -*
- (a) *the material to be burnt –*
    - (i) *does not include any plastic, rubber, food scraps, green garden cuttings and other material which may become offensive when burnt; and*
    - (ii) *is of such quantity, or of such a nature, as to be unsuitable for removal by the Council's refuse collection service;*
  - (b) *there is no other appropriate means of disposal;*
  - (c) *burning shall not take place -*
    - (i) *during any period for which an air dispersion alert has been issued by the Bureau of Meteorology; or*
    - (ii) *where there is no current dispersion alert, outside the hours of 10.00am to 6.00pm;*
  - (d) *an incinerator must meet the standards specified by Council; and*
  - (e) *an incinerator unit used for fire must be located -*
    - (i) *at least 2 metres from a fence, building or inflammable matter; and*
    - (ii) *in such a position so as not to create a nuisance or be offensive to other persons.*
- (3) *Subject to the provisions of the Bush Fires Act, the Council may grant approval to clear by burning fire breaks or vacant blocks of grass, straw, hay undergrowth, herbage and other similar vegetation.”*

5.1.3 Escape of Smoke etc

- (1) *Subject to subsection (2), an owner or occupier shall not cause or permit the escape of smoke, dust, fumes, offensive or foul odors, liquid waste or liquid refuse from the premises in such quantity or of such nature as to cause or to be a nuisance.*
- (2) *Subsection (1) does not apply to smoke from the chimney of a private dwelling house.”*

The Local Government Act 1995 at Section 3.5 provides that a Local Authority may make Local Laws and the Act sets out the matters to which a Local Law may apply. Some Local authorities have prepared Bush Fire Local laws to deal with administrative matters within their volunteer bush fire brigades and to regulate the setting of fires.

Item 7.0 continued

The Bush Fires Act 1954 provides that:

18. Restricted burning times may be declared by Authority

- (1) *Nothing contained in this section authorizes the burning of bush during the prohibited burning times.*
- (2) *The Authority may, by notice published in the Gazette, declare the times of the year during which it is lawful to set fire to the bush within a zone of the State mentioned in the notice except in accordance with a permit obtained under this section, and may by subsequent notice so published, vary that declaration or revoke that declaration either wholly or for the purpose of substituting another declaration for the declaration so revoked.*

24F Burning garden refuse during limited burning times

- (1) *A person must not burn garden refuse at a place (other than a rubbish tip) during the limited burning times for that place unless it is burned –*
  - a. *In an incinerator in accordance with subsection (2) or*
  - b. *On the ground in accordance with subsection (3)*
- (4) *A Local Government must not give permission under subsection 2(b)(ii) unless it is satisfied that the use of the incinerator is not likely to create a fire hazard.*

24G. Minister or Local Government may further restrict burning of garden refuse

- (1) *On the recommendation of the Chief Executive Officer the Minister may, by notice published in the Gazette, prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under Section 24F.*

**Comment/Discussion**

Council has been previously advised that the City's Health Local Law seeks to control and regulate public health matters. Prosecuting a landowner for open air burning under this local law is problematic in that; landowners are not aware of the need to gain permission to burn under the local law;

- there is no provision in the local law to require an immediate cessation to the burning if someone burns contrary to the local law;
- a remedy can only be obtained if Council commences a prosecution against the person who lit the fire and the City would be required to assemble a case and secure a court date for the action;
- The success of a prosecution would rest on the City being able to demonstrate that the burning produced smoke that can be linked to health issues of a third party; and
- Any fine imposed is unlikely to be substantial as the courts would consider it a minor offence (particularly if the offender can demonstrate that the burning is required to meet the landowner's obligations under the Bush Fires Act).
- Use of the Health Local Law is therefore not considered a practical solution to regulating inappropriate burning practices during the winter months.

Under Section 24G of the Bush Fires Act Council has issued an annual bush fire notice that states: "All land owners and/or occupiers are advised that pursuant to Section 24G(2) of the

Item 7.0 continued

*Bush Fires Act 1954 the City of Albany prohibits the burning of all garden refuse in the South West Sector and the Gazetted Fire District during the restricted burning period, except with a permit, and the prohibited burning period".* This notice covers the prohibited and restricted burning times (9 November to 30 April) and only applies to the burning of 'garden refuse'. The Bush Fires Act has not previously provided an effective solution to regulating burning during the wetter months of the year.

An application to the Minister for Emergency Services to prescribe the peri-urban area of the City (see attached plan) as a restricted burning period for the balance of the year (1<sup>st</sup> May to the 8<sup>th</sup> November) under Section 24G of the Act was unsuccessful. The request was then referred to the Albany Regional Office of FESA on the instructions of the Minister and that office has advised that;

- the City can impose further restriction on the burning of garden refuse under Section 24G of the Act, without imposing and administering an all year restricted burning period; and
- in relation to development sites, the Environmental Protection Regulations 1987 Part 7A allows Council to gazette an area and then apply the penalties listed in Section 16B of that Act.

It is interesting to note that Fire and Emergency Services Authority has gazetted (28<sup>th</sup> November 2006) part of the District of the City of Cockburn, under Section 18 of the Bush Fires Act, as having a Restricted Burning Period for the entire year (1 October to 30 September). In discussion with the CBFCA for Cockburn, he has confirmed that the balance of the Cockburn Council area is declared as being a Prohibited area and all fires lit in the District are subject to permits, even those lit during winter months.

The local volunteer Bush Fire Brigades have raised concerns over the impact on volunteers to implement a permit system over an extended Restricted Burning period and the rationale for extending the restrictions into the winter months. Many smaller residential lots carry considerable fuel loads and infrequent burning of those lots reduces the fire risk during the summer months; burning of those lots and any accumulated vegetation during the winter months is the safest and most practical means of reducing that fire hazard. Brigade members also highlight that solid wood fires are capable of producing smoke into residential areas over the entire winter, whereas control burning inconveniences neighboring properties for short durations (often less than a few hours).

### **Committee Discussion**

The EDDS gave brief explanation of the circumstances that lead to the original decision to seek restrictions on burning on urban lots and of the issues associated with encouraging fuel reduction without causing smoke nuisances.

In general discussion –

- there was an acknowledgement that any solution needed to provide an immediate penalty and the capacity to extinguish a fire.
- Use of the mayor's newsletter would help educate the public on winter burn offs.
-



Item 7.0 continued

- with the existing two waste removal days per year, plus the green waste bins that are collected monthly, the public shouldn't have the need to burn off so much. It was reinforced that the winter months are the time when the problem is at its worst and there is currently no controls in place to regulate burning off at that time of the year on urban lots

---

**MOTION      PRICE**  
**SECONDED   WALKER**

**THAT City staff actively monitor the number of complaints received regarding the burning of garden refuse and report to the Planning and Environment Strategy and Policy Committee within 12 months on that monitoring and on the number of permits that are issued to burn within the area prescribed.**

**AND**

**That the staff prepare appropriate educational material and the City issue a press release on the potential health impacts associated with backyard burning**

**Carried 7/0**

---

## **8.0 REVIEW OF LOCAL RURAL POLICY**

### **Proposal**

To review the existing Local Rural Strategy, and create a new comprehensive „Rural Policy’ for the City.

### **Attachments**

Draft City of Albany Rural Policy (to be tabled at the meeting).

### **Background**

The adoption of the Albany Local Planning Strategy (ALPS) and the retention of the City of Albany Local Rural Strategy (LRS) have created a dual set of Strategy intentions relating to the development of rural zoned lots. Each strategy identifies areas where development is proposed and there is inconsistency in that designation; where common areas are proposed for development, the intended development options can also vary.

It has not been practical to simply revoke the LRS to remove that inconsistency. The LRS contains a number of strategy objectives, but it also contains specific policy initiatives that are currently not replicated in other land use policies of the City.

Staff have commenced the process of consolidating existing Council policies and the “Rural Policy” has been selected as the first document for review.

### **Statutory Requirements**

LRS was both a strategic (setting out the planning direction) and a policy document (providing regulatory control provisions). The strategy met the requirements of *WAPC Development Control Policy Guidelines for the Preparation of Local Rural Strategies* and it was adopted by Council and approved by the WAPC.

The ALPS fulfils the majority of the requirements of the WAPC’s guidelines and the Albany Regional Office of the Department of Planning and Infrastructure has recommended those parts of the former strategy dealing with the development control matters be retained in a policy document.

### **Comment/Discussion**

An initial draft of the City of Albany Rural Policy will be tabled at the meeting and Councilors are requested to review its format and content to ensure that the drafting of the policy meets Council’s expectations. The draft will be refined prior to the July meeting of the committee and submitted for adoption to advertise.

The draft City of Albany Rural Policy will replace five existing policies and extract relevant sections from several other policies that deal with components of land use development in rural areas. The draft policy also draws together the requirements of five (5) State Planning Policies.

**Committee Discussion**

EDDS tabled the draft policy and provided a brief explanation of the structure and content of the policy. He then sought feedback from elected members on the structure of the policy and of any improvements that elected members considered the draft required.

---

**MOTION      PRICE  
SECONDED   EVANS**

**THAT the draft City of Albany Local Rural Policy be tabled and Councilors be encouraged to provide feedback to City of Albany staff on the format and content of the draft prior to the July meeting of the Planning and Environment Strategy and Policy Committee.**

**Carried 7/0**

---

## 9.0 REVIEW OF DOG EXERCISE AREAS

### Proposal

To consider new gazetted dog exercise areas and review existing ones within the City of Albany.

### Attachments

1. Map of new proposed areas

### Purpose

To update the current dog exercise areas, propose new areas and remove some areas that are already gazetted that are no longer required.

### Locality

City of Albany

### Background

Staff have not reviewed the dog exercise areas within the City, since the Animals Local Law was adopted in 2001.

### Statutory Requirements

Section 51 of the Dog Act 1976 allows Council through the adoption of Local Laws to specify dog exercise and dog prohibition areas on reserves.

Staff are currently reviewing the Animals Local Law, and the location of dog exercise and prohibition areas forms part of that review.

### Comment/Discussion

In considering dog exercise and prohibition areas the following background information is applicable:

#### Complaints regarding dog exercise areas.

- Several complaints have been received in relation to Centennial Oval which has never been gazetted as a dog exercise area, with dog owners using these grounds for exercising their dogs but they have now been told not to and subsequently signs have now been put in place to advise this.
- The general public have been asking where they can exercise their dogs as they have commented that there are not many places except for the beach.
- Other complaints that have been received by the general public especially to do with the beach and sports ground are that dog owners are not picking up their dogs excreta. If there was a designated dog exercise area within the centre of town that was fenced off from the rest of the public, not used as a beach or sports ground the Rangers feel that the complaints about dog exercise areas would be reduced significantly.

#### Incidents of dog attacks

- All of the dog attacks that the Rangers attend to are all on private property or in areas that have signs stating dogs must be on a leash at all times. None of the attacks have occurred at any of the dog exercise areas. The attacks are generally occurring

Item 9.0 continued

because dog owners let their dogs wandered at large, walking them off leash or do not have affect control over their dog(s).

Discussions with Dog Club

- Discussions with Jean Cooksey of the Dog Club have taken place in relation to relocating the dog club to a new gazetted dog exercise area. To relocate the dog club there would be additional costs like transporting all the equipment they have at Foundation Park and they have also said that they would need a shed to store their equipment as well.
- The cost for this could be quite high and it would be best to leave them where they are.
- If the dog club was to stay where they are there wouldn't be disagreements between the dog club and the general public as to who can use the dog exercise area at certain times.
- Keeping the two separate would be beneficial for everyone

Infrastructure needed

- In creating a new dog exercise area there are certain costs that would need to be taken into consideration:
  - Fencing off the area
  - Clearing of land if required

Staff consider the following new dog exercise areas could be considered and have detailed the pros and cons associated with the subject land:

North Road and Lockyer Avenue

**Pros**

Close to residences  
Lake for dogs  
Ample of parking  
No clearing

**Cons**

Parking unavailable when events on, i.e. circus, show  
Access limited  
Fencing expenses  
Bird life  
Excreta in water  
Dual use  
Subject to possible redevelopment in the future

The cons outweigh the pros and staff suggests this area not be considered.



Item 9.0 continued

197 – 201 North Road

**Pros**

Ample parking

Two access ways

No pond

Out of way and out of sight

Single use

Can remain

**Cons**

Clearing required

Fencing expenses

In addition to the above the following comments are made:

1. Drain reserve 7229 on Lots 312 & 315 Cockburn Road, currently gazetted as an “off leash” exercise area, has been sold and no longer belongs to the City of Albany and should be removed as an exercise area.
2. Reserve 36517, Le Grande Avenue, McKail is a bush block and is Crown Land vested to City of Albany as public recreation space, and should not be defined as a dog exercise area.
3. Reserve 29786, Lange Park, Bayonet Head is large enough to be an “off leash” exercise area, if fenced. If not it could be gazetted as an “on leash” exercise area.
4. Eyre Park, Middleton Beach is currently an “on leash” area with signage but is not gazetted as such.
5. Middleton Beach / Emu Point (Flinders Parade to Firth Street), part of this area is already an “off leash” area but would like to extend all the way to Firth Street, Emu Point and have the entire area as an “off leash” exercise area.
6. All other areas noted on the attached list need to be re-gazetted along with the additional ones.
7. Council may want to review access to local beaches by dogs.

Within the City there are numerous places where dogs should not be allowed to be exercised and therefore it is important that Council define areas where dog owners can take their dogs for exercise.

**Committee Discussion**

Ranger Robert Forster gave a brief explanation of the work undertaken to define dog exercise areas. General discussion then followed on the opportunity to exercise dogs in public places, the need to fence “off leash” exercise areas, the requirements relating to maintaining effective control of a dog and the levels of enforcement provided by the Ranger’s team.

---

**MOTION      PRICE**  
**SECONDED    WALKER**

**THAT Council agrees in principle to setting up dog exercise areas as detailed on the attached list for inclusion in the review of the Animals Local Law.**

**Carried 7/0**

---

## **PROPOSED NEW DOG EXERCISE AREAS**

### **On leash**

Clifton Street, Lockyer – behind school – Reserve 25356

Barnesby Drive, Yakamia – Reserve 35088

Apex Park, Lockyer – Reserve 25382

Eyre Park, Middleton Beach

### **Off leash**

Middleton Beach / Emu Point - Flinders Parade to Firth Street

Foundation Park – Parade Street

Lange Park, Bayonet Head – Reserve 29786

197 – 201 North Road

### **Removal of gazetted area**

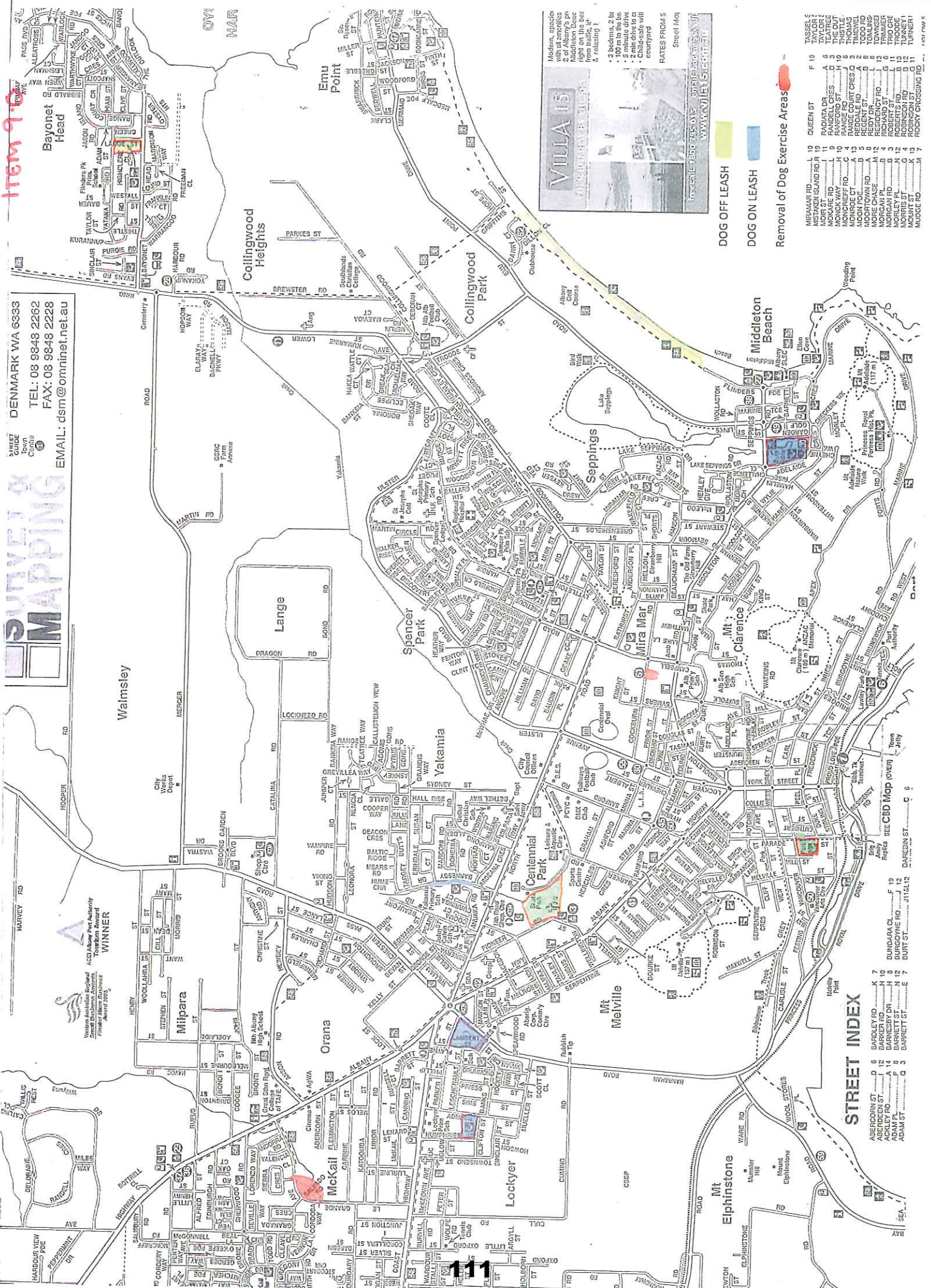
Lots 312 and 315 Cockburn Road – Reserve 7229

## **10.0 MATTERS FOR CONSIDERATION AT NEXT COMMITTEE MEETING (21 JULY 2009)**

- Trading Local Law
- Three (3) Local Laws that have been advertised
- Fencing Local law
- Long term use land south of Nanarup Road, Kalgan.
- Report on CBD Master Plan.

## **11.0 CLOSURE OF MEETING**

The Chairperson declared the meeting closed at 2:57pm.



**ITEM 9**

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**SUBURBS & MAPPING**

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- Child-care will courtyard

RATES FROM \$  
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- DOG OFF LEASH** (Yellow)
- DOG ON LEASH** (Blue)
- Removal of Dog Exercise Areas** (Red)
- |            |      |                  |      |
|------------|------|------------------|------|
| MIPAMAR RD | L 10 | QUEEN ST         | F 19 |
| RADIATA DR | L 9  | RADIATA DR       | A 8  |
| MONKAYE RD | L 9  | RANGE COURT CREC | A 3  |
| MONKAYE RD | L 9  | RANGE COURT CREC | H 10 |
| MONKAYE RD | L 9  | RANGE COURT CREC | C 4  |
| MONKAYE RD | L 9  | RANGE COURT CREC | B 5  |
| MONKAYE RD | L 9  | RANGE COURT CREC | A 2  |
| MONKAYE RD | L 9  | RANGE COURT CREC | D 2  |
| MONKAYE RD | L 9  | RANGE COURT CREC | B 3  |
| MONKAYE RD | L 9  | RANGE COURT CREC | A 1  |
| MONKAYE RD | L 9  | RANGE COURT CREC | H 13 |
| MONKAYE RD | L 9  | RANGE COURT CREC | G 6  |
| MONKAYE RD | L 9  | RANGE COURT CREC | B 13 |
| MONKAYE RD | L 9  | RANGE COURT CREC | B 12 |
| MONKAYE RD | L 9  | RANGE COURT CREC | C 4  |
| MONKAYE RD | L 9  | RANGE COURT CREC | M 7  |

**STREET INDEX**

A 8	BASSLEY RD	K 7
A 3	BAKER RD	K 8
A 1	BARNESBY DR	J 12
H 10	BARNETT ST	J 11
C 4	BARNETT ST	I 7
B 5	BARNETT ST	H 12
A 2	BARNETT ST	H 11
D 2	BARNETT ST	H 10
B 3	BARNETT ST	H 9
A 1	BARNETT ST	H 8
H 13	BARNETT ST	H 7
G 6	BARNETT ST	H 6
B 13	BARNETT ST	H 5
B 12	BARNETT ST	H 4
C 4	BARNETT ST	H 3
M 7	BARNETT ST	H 2

111



## URBAN DESIGN AND STREETSAPES GUIDELINES FOR INFILL DEVELOPMENT IN ALBANY

The information in this brochure is based on the Town of Albany's "Infill Development Policy" which builds on the enclosed Albany Design Guidelines developed in 1991.

### 1. Objectives

The objectives of this policy statement are:

- To achieve development that conserves, compliments and enhances areas of architectural, scenic and/or historic character within the Town of Albany.
- To encourage development that is in harmony with the existing character and appearance of traditional and highly scenic residential precincts of Albany.
- To ensure that new infill development harmonises with and enhances the existing dwelling up on the lot where it is erected and also the locality.
- To ensure that alterations and additions to existing buildings of historic significance respect the character and integrity of those buildings; and
- To establish performance standards for the construction of new infill development, plus alterations and additions to existing residences.

### 2. Definitions

The following definitions are based upon principles set out in the BURRA CHARTER, the official guide to conservation in Australia.

#### **Preservation**

Preservation means maintaining the fabric of a building and/or place in its existing state and retarding deterioration.

#### **Restoration**

Restoration means returning the existing fabric of a building and/or place to a known earlier state by removing additions or by reassembling existing components without the introduction of new material.

#### **Reconstruction**

Reconstruction is similar to restoration but involves the introduction of new materials into the fabric.

### **Adaptation**

Adaptation is the modification of a building and/or place to suit a use which involves no change to the culturally significant fabric, or changes which are reversible or which require minimal impact.

## **3. Deciding On The Approach To Be Taken**

### **Existing Heritage Buildings**

Preservation is very important when a building or place is substantially intact. Maintenance should prevent deterioration. Repairs take the form of restoration or reconstruction and should be based on documented evidence such as early drawings or photographs or physical evidence from remaining parts of the original building.

Where a building or place has been altered over time and has lost many original features, new elements may be introduced. These should be clearly distinguishable from, but sympathetic to, the original.

### **New Buildings And Infill Development**

New buildings in a heritage town should not attempt to reproduce an historic style. They should be simple in design and reflect the form, shape and proportions established by the earlier surrounding buildings.

The existing structures and/or any surrounding structures and the proposed structure should generally blend and harmonise with one another in terms of;

- basic shape, scale and mass;
- street presentation and alignment;
- compatible and sympathetic roof pitch and traditional materials
- vertical door and window elements;
- harmonious wall finishes most common to the rest of the streetscape;
- car parking that does not intrude into and detract from the streetscape.

The Albany Design Guide explains each of these areas in detail for heritage areas and the attached diagrams give a graphical presentation of these elements. Attention is also to be given to:

- verandah treatments;
- fences and landscaping;
- traditional colours for walls and roofs;
- architectural detail,

as detailed in the Albany Design Guide.. Where alternate design policies have been adopted by Council (eg, Station Precinct) those design, policies should prevail.

In the Robert/Burr/Hare Streets area where there are dual street frontages the emphasis will be on low pitch, non-reflective roofs, maximum height of 7.5m to apex above natural ground level, 6.0m average primary street setbacks and generous street landscaping to preserve and enhance the amenity of the highly scenic area.



#### **4. Application Procedure**

Each application for infill development will be considered on its merits by the Town's Principal Planner and Principal Building Surveyor. Applicants are required to submit sufficient detail with an application so that the Principal Planner and Principal Building Surveyor can assess the compatibility of the proposed infill development with the existing house.

Such details should include the following:

- A colour photograph of existing structures and adjoining properties;
- A front elevation of the development;
- A composite side elevation of the proposed development and any existing structures; and
- A schedule of finishes and colours for the roof, walls, window treatments and fencing. Manufacturers' brochures should be submitted indicating the exact materials and colours to be used.

Where agreement cannot be reached between the Principal Planner and the Principal Building Surveyor and the applicant, then the application will be referred to Council for determination.

#### **5. Specific Issues**

##### **Corner lots**

For the purposes of this Policy, where the development is located on a corner lot and there is no physical connection between existing and proposed structures the character of the structures may be assessed independently from one another. In such instances the compatibility between structures may not be the major issue.

##### **Albany Design Control Area**

Applications for infill development within the Albany Design Control Area (as per the attached map) must comply with Council's Urban Design Guidelines in addition to the provisions of this Policy.

##### **Framed Houses**

Where an existing framed dwelling is to be retained, Council will have greater regard to the compatibility of colours, building bulk and roof pitch, than to the materials used and may require work to be done on the existing as well as the proposed dwelling.

Upgrading of fibro and weatherboard houses with brick cladding or veneering is not favoured as it does not produce an aesthetically attractive result. Recladding also increases the likelihood that the existing dwelling will be demolished and redeveloped in the longer term, thereby detracting from the character of the locality in the longer term.

##### **Carports and Fences**

Carports and fences should not dominate the site or streetscape.



**URBAN DESIGN AND STREETSCAPE  
GUIDELINES FOR INFILL DEVELOPMENT  
IN ALBANY**

Author	Scale	Date	PLANNING DEPARTMENT
Drawn	Project	sept 1995	
	File No.		

□ outer boundary of policy area.

## **More Information ....**

Should you have any questions or require any further information, please contact a member of the Planning Team by either phoning on 9841 9383, by email [planning@albany.wa.gov.au](mailto:planning@albany.wa.gov.au) or in person at the City Offices.

### **\*\* DISCLAIMER \*\***

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

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## Council Policy

# Albany Historic Town Design Policy

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Document Reference: \*\*\*\*\*

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# Albany Historic Town Design Policy

## 1.0 Introduction

The Urban Design Policy has been adopted by the Council to provide clear direction for the future development of central Albany.

The character of the historic townscape of the central business district and the surrounding residential areas seen against the spectacular natural backdrop of Princess Royal Harbour, Mt. Clarence and Mt. Melville is an exceptional inheritance which this policy seeks to protect. The challenge is to promote the economic revitalisation of central Albany in a way that adds a vital, active and contemporary layer to this distinctive and valuable legacy, while retaining the townscape's unique character.

Development within Central Albany is required to comply with the Urban Design Policy and relevant provisions of Town Planning Scheme No 1A and, in respect to residential development, with the Residential Design Codes of Western Australia.

## 2.0 Principles

The intent of this policy is to encourage development which meets the following objectives:

- **Vitality:** *to promote the economic vitality of the city centre.*
- **Townscape:** *to ensure that new development makes a positive contribution to the unique townscape of central Albany.*
- **Streetscapes:** *to promote developments which respond to the scale and articulation of existing streets, and which enhance the public domain.*
- **Existing buildings:** *to encourage the conservation of heritage buildings, and the adaptive reuse of existing buildings which contribute to the urban character of the locality.*
- **Sustainability:** *to ensure that development is based on sound environmental principles and responds to the natural attributes of the site, the locality and the climate.*
- **Design:** *to encourage high quality and innovative contemporary design.*

## 3.0 Policy Area

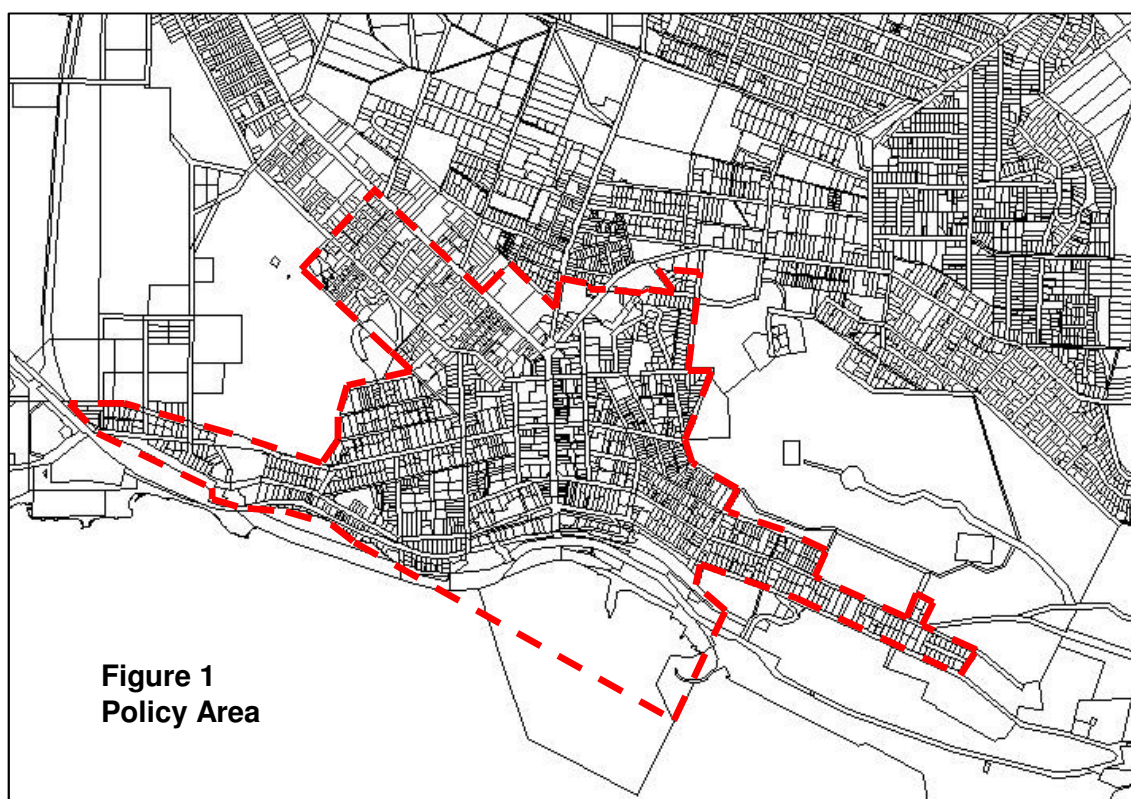
This Urban Design Policy applies within the Central Albany Area as designated on Figure 1.

## 4.0 Land Use

*Objectives:*

- *Strengthen the economy of central Albany.*
- *Promote a complex fine grained mix of land uses to provide diversity and choice.*
- *Concentrate activity along the primary movement routes.*
- *Maintain civic functions in the heart of Albany*
- *Encourage residential development in appropriate locations (generally above or behind commercial uses) within the Central Business District.*
- *Restrict the encroachment of commercial uses into residential areas.*
- *Encourage a range of housing opportunities in central Albany.*
- *Encourage retention of heritage landscapes and buildings.*

See City of Albany Town Planning Scheme No 1A.



**Figure 1**  
**Policy Area**

## 5.0 Density

*Objective:*

- *Encourage the sustainable development/redevelopment of vacant and underutilised land within central Albany.*

See City of Albany Town Planning Scheme No 1A.

## 6.0 Policy Precincts

The policy area is divided into three precincts:

- the Central Business District
- the Foreshore, and
- Residential Areas.

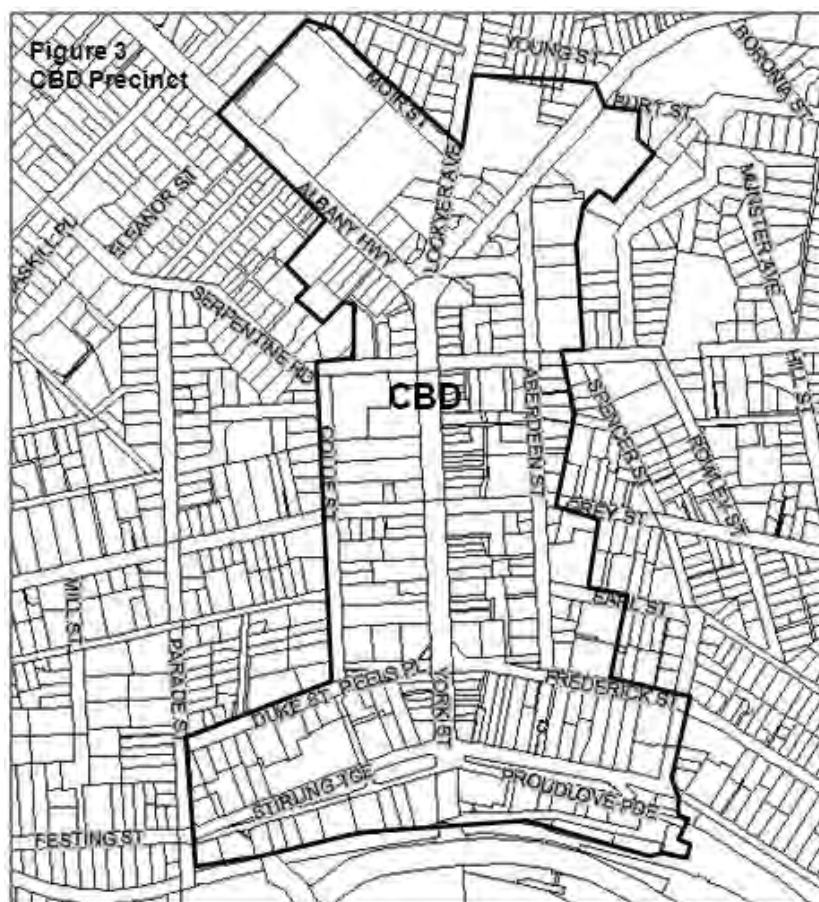
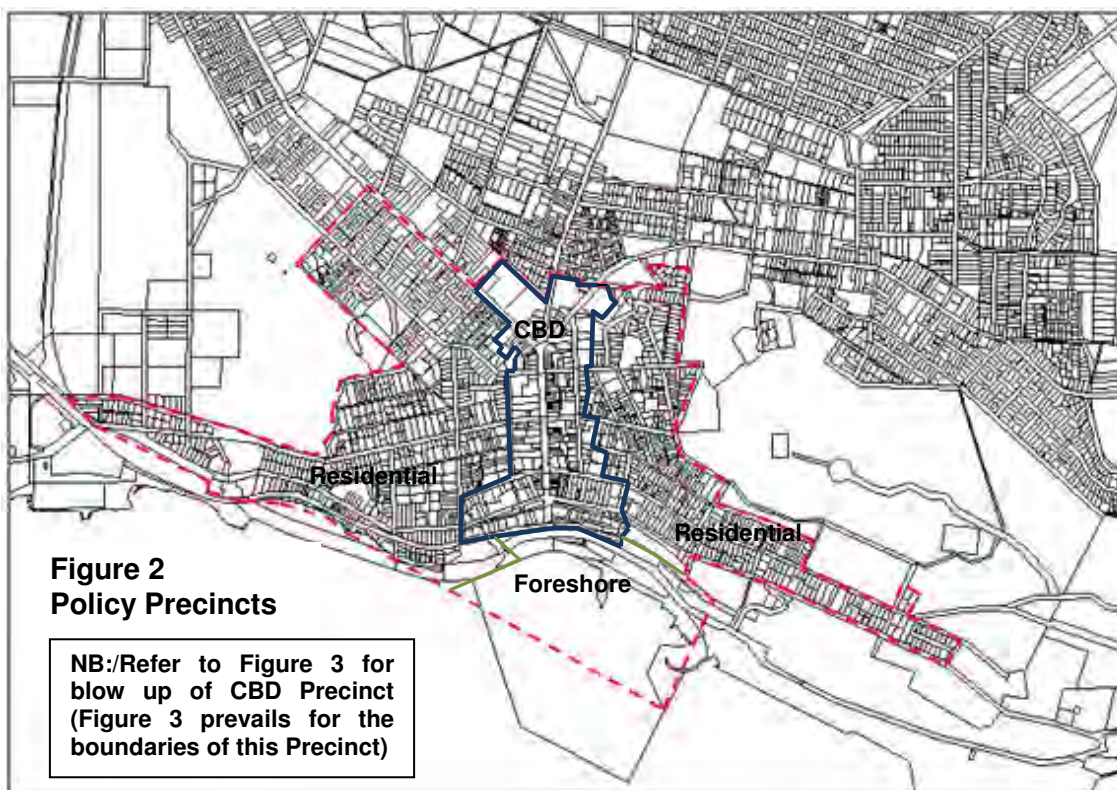
The areas covered by each of these precincts are indicated on Figure 2.

## 7.0 Central Business District

### 7.1 OBJECTIVES

- *Reinforce the existing townscape which is characterised by buildings with similar massing, common building lines and relatively uniform height and scale.*
- *Ensure that new development is articulated to respond to the scale of the existing townscape – particularly when seen looking down from the surrounding residential areas.*
- *To ensure that the height of new buildings is not out of scale with the existing fabric of the central business district.*
- *To establish streets with continuous built edges clearly defining the public domain and, where appropriate, the continuity of cover over footpaths.*
- *To establish active edges to the public domain.*
- *To rationalise access and parking provision.*





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 Document Reference: \*\*\*\*\*

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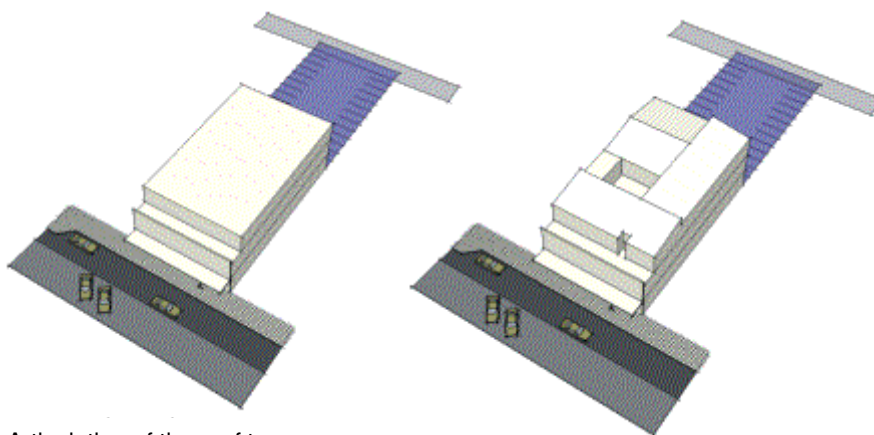
## 7.2 TOWNSCAPE

### 7.2.1 Urban Setting and Context

New development should respond to the scale and mass of surrounding buildings and unsympathetic contrasts of scale should be avoided.

### 7.2.2 Roof Forms

Roof forms in the Central Business District (CBD) will be seen from above and shall be articulated to ensure that the scale of individual roof elements is comparable with the scale of existing roofs in the locality.



Articulation of the roof to  
breakdown the scale

## 7.3 STREETScape

### 7.3.1 Built Edges

In order to strengthen the streetscapes in the Central Business District buildings shall generally be built up to the street boundary(s) in the areas designated on Figure 3.

Limited setbacks may be provided on the ground floor for building entries or where they support active commercial use such as restaurants and are provided within the building envelope.



### 7.3.2 Attached buildings

To ensure continuity of the urban edge buildings shall generally be built boundary to boundary.

Where breaks in the continuity of the urban edge are necessary for access they shall generally be limited to less than 3m and preferably be provided within the building envelope.

### 7.3.3 Covered Footpaths

Developments with frontages to streets indicated on Figure 4 shall provide pedestrian shelter a minimum of 2.5 metres wide over the pavement in the form of awnings, canopies, balconies or verandahs.

Such structures shall comply with the Local Government (Miscellaneous Provisions) Act 1960.

### 7.3.4 Relationship to Street

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Buildings to address the street, with facades generally parallel to the street, windows facing the street, with clearly defined entry points visible and accessed from the street.

Buildings should establish an interesting and attractive edge to the public domain with ground floor uses which promote activity and informal surveillance of the street. While the demarcation between public space and private space is to be clearly established blank walls, heavy planting, screen walls, or opaque roller shutters are to be avoided.

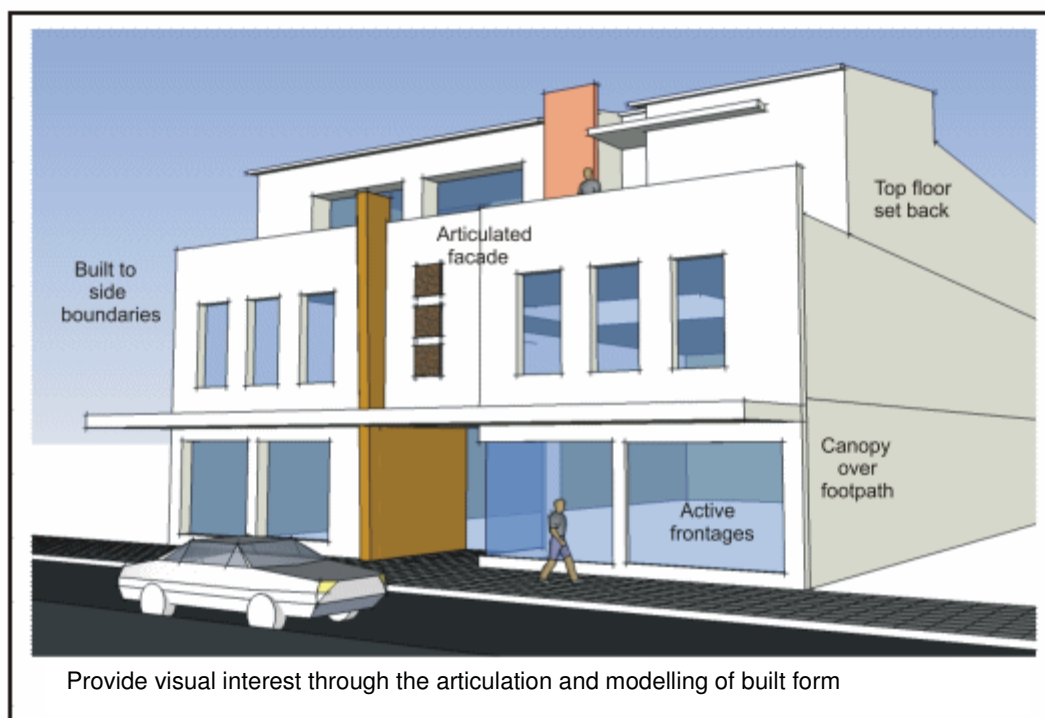
Where existing streetscapes have strong patterns of either vertical or horizontal emphasis new buildings should to respond to this character.

## 7.4 BUILT FORM

### 7.4.1 Articulation and modelling

A variety of architectural expression to be encouraged with strong emphasis on promoting high quality contemporary design.

Development should however establish sets of design elements, and materials which break down the bulk of developments, and provide visual interest through the articulation of their built form.



#### **7.4.2 Floor Level at Ground Floor**

Ground floor levels should generally match the level of the abutting footpath in order to maintain an interactive relationship with the street. The ground floor level(s) shall generally not be more than 0.75 metres above or below the abutting pavement level.

#### **7.4.3 Entrances to Street**

Tenancies abutting the street shall provide primary entrances off the footpath.

#### **7.4.4 Windows at Ground Floor**

In order to maximise interaction with the public domain on the ground floor of buildings facing a street a minimum of 50% of the building façade to comprise windows or glazed doors.

#### **7.4.5 Windows on the First or Second Floors**

Windows on the upper floors shall provide interest and facilitate natural surveillance of the public domain.

#### **7.4.6 Awnings**

Where buildings provide awnings or verandahs over the footpath they shall not extend beyond the point where the fascia is 600mm behind the kerb on the street below, shall provide a minimum clearance of 2.75m to the footpath and have a maximum fascia depth of 600mm.

#### **7.4.7 Balconies and Terraces**

In order to assist in the articulation of facades and provide increased surveillance of streets balconies and terraces will be encouraged.

#### **7.4.8 Roofs**

Roof level service structures shall be integrated into the building design and any air conditioners shall be screened from the public domain.

#### **7.4.9 Materials**

New buildings do not have to imitate the materials, colours or finishes of the existing buildings in the locality. The emphasis is on the blending of new buildings with the best elements of the existing streetscape. A variety of materials is encouraged although large expanses of reflective glass are discouraged.

### 7.4.10 Lighting

The lighting of retail frontages of buildings on York Street and Stirling Terrace will be encouraged.

### 7.4.11 Landscaping and Open Space

In commercial developments and residential/commercial developments in ground planting generally to be provided along the side and rear boundaries of the site to screen new development from surrounding buildings, with trees to be planted in, or adjacent to, open car parking areas.

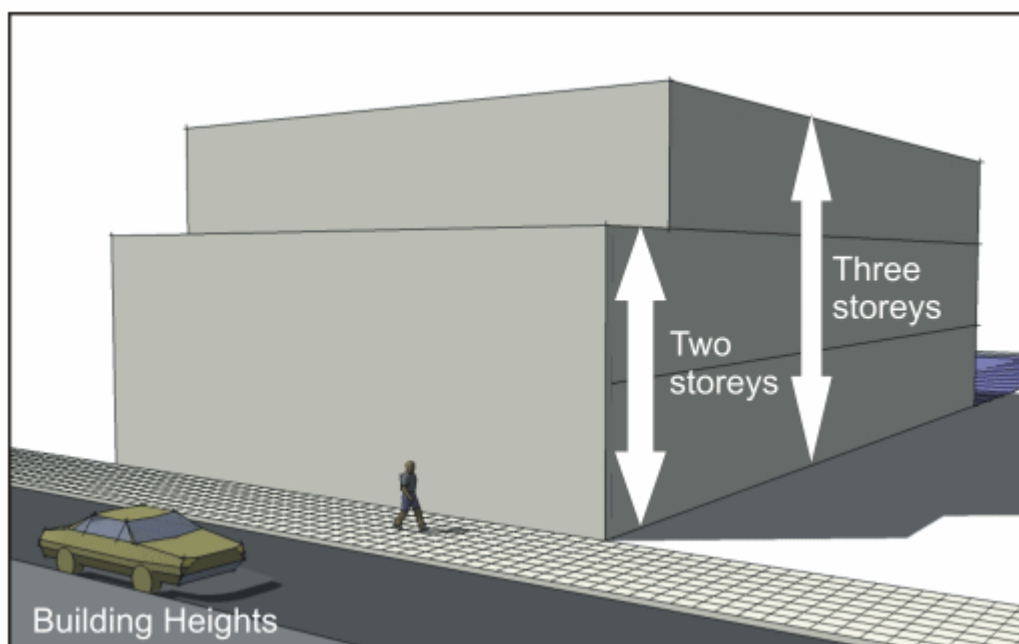
Where residential/commercial developments are not built to the front boundary the front setback area shall be landscaped with in ground planting, although such planting should not screen the view of the building from the street.

In residential/commercial or residential developments the open space requirements of the Residential Planning Codes may be relaxed subject to the provision of external private open space to each residential unit (this may be in the form of balconies or terraces), and an area of mature trees to provide landscaped relief within the built environment.

## 7.5 BUILDING HEIGHT

### 7.5.1 Number of Storeys

A maximum height of three storeys subject to the parameters set out below.





### 7.5.2 Height of Storeys

The maximum floor to floor heights shall be:

Ground floor shall be 4.5 metres  
 First Floor shall be 3.5 metres  
 Second Floor shall be 3.0 metres

These standards may be varied where their application would prevent single level floor plates for retail/commercial uses on sloping sites.

### 7.5.3 Front Wall

The parapet wall on the street frontage shall be a maximum height of 9.0 metres high.

### 7.5.4 Setback of Top Floor

The third storey shall be set back a minimum of 3 metres from any street frontage.

### 7.5.5 Roof

The roof shall be less than 3.0 metres above the ceiling level of the third storey.

### 7.5.6 Lift Overruns

Any lift overruns shall be less than 3.0 metres above the ceiling level of the third storey.

### 7.5.7 Height Datum

Building height shall be measured from the existing pavement (or ground) level at the centre of street boundary (or boundaries) of the site.

On larger sloping sites the front boundary shall be divided into sections of a maximum width of 15m and the heights measured from the centre of each section.

## 7.6 ACCESS AND CAR PARKING

### 7.6.1 Number of Parking Bays

The number of car parking bays provided to comply with the requirements of Town Planning Scheme No 1A. The Council may consider relaxing the requirements in the following circumstances:

- Where visitor car parking can be partially met by existing street parking in the immediate vicinity.

- Where satisfactory provision can be made other than on site.
- Where the provision required would compromise the conservation of a heritage building.
- Where the provision required would preclude the adaptive reuse of an existing building which contributes to the urban character of the locality.
- Where the type of housing provided would in the opinion of the Council generate a demand lower than that required by the Residential Design Codes.

### **7.6.2 Location of Car Parking**

Car parking not to be located between the building and the street boundary and generally be provided behind buildings facing the street, or in undercrofts to buildings.

### **7.6.3 Access to Car Parking**

The number of vehicular access points from the street to parking areas on each property shall be minimised to reduce impacts on both building frontages facing the street, and pedestrian movement in the area.

Where possible access should be taken from secondary streets or shared rights of way (ROW).

### **7.6.4 Loading Areas**

Loading areas are generally to be provided at the rear of developments.

### **7.6.5 Screening of Car Parks**

Parking areas should be screened from public view. Areas of at grade parking catering for more than eight vehicles shall be landscaped with trees to assist in visual screening when viewed from above.

### **7.6.6 Car Park Design**

The design of car parking areas to:

- Ensure safe and convenient pedestrian movement and traffic circulation through and within parking areas.
- Enable all vehicles to enter and leave the site in a forward direction.
- Make provision for the car parking needs of people with physical disabilities.
- Make adequate provision for service and emergency vehicle access.

## 8.0 Residential Areas

### 8.1 OBJECTIVES

- *To ensure that new residential development compliments the townscape character and residential streetscapes of central Albany.*
- *To ensure that new residences are articulated to break down their perceived bulk relative to the character and scale of adjoining buildings.*
- *To retain the character of open streetscapes and landscaped breaks between buildings.*
- *To ensure that new development responds sympathetically to the natural topography and local climatic conditions.*
- *To ensure that alterations and additions are sympathetic to existing dwellings.*
- *To encourage a diversity of housing stock to meet changing community needs.*

### 8.2 TOWNSCAPE

#### 8.2.1 Context

New residential development should respond to the scale and mass of surrounding development and should be articulated to ensure unsympathetic contrasts of scale are avoided when viewed from a distance.

#### 8.2.2 Roof Forms and Pitch

Roofs shall be articulated to ensure that the scale of individual roof elements is comparable with the scale of existing roofs in the locality.

Gabled or hipped roofs are encouraged wherever possible and if proposed their pitch shall be between 25 and 40 degrees.

Flat/Skillion roofs with a pitch of less than 12.5 degrees are not supported unless the roof is hidden behind parapets, is a rear skillion not visible from the street or the roof represents a secondary roof element.

Curvilinear roofs that are simple in design (ie. not in wave pattern) may be considered.

Notwithstanding the above, where development is adjacent to a heritage listed building the roofs pitch, scale and form shall be consistent with such building/s.

### 8.3 STREETScape

### 8.3.1 Subdivision Pattern

In areas where the traditional subdivision pattern contributes to the character of the streetscape new development should respond to this pattern.

### 8.3.2 Bulk and Scale

- (a) New residences to be articulated to break down their perceived bulk and establish a scale appropriate to existing residences in the locality when seen from the street.
- (b) New residences shall not visually dominate, compete with or be incompatible with the form and scale of existing buildings in the street.
- (c) In addition to (b) above where new residences are proposed adjacent to a heritage listed building, the development should harmonise with the heritage building in relation to its basic shape, scale and mass, street presentation and alignment, roof pitch and materials, vertical door and window elements and wall finishes.
- (d) Extensions shall not significantly increase the form, size or height of a building when viewed from the street, and where a second storey extension is proposed it shall be located towards the rear (beyond the existing ridge line) where impacts on both the streetscape and the existing structure can be minimised.



### 8.3.3 Building Orientation

Building orientation shall generally be consistent with the existing street pattern.

### 8.3.4 Open Streetscapes

Buildings to interact with the public domain and blank walls, heavy planting, screen walls, or garages and carports (unless the topography of the site makes this impractical) in the front setback area are to be avoided.

The property boundary shall be clearly demarcated by a fence or planting and the entrance shall be visible from the street.

### **8.3.5 Street Setbacks**

Subject to compliance with Clause 9.3.1 of the Residential Design Codes, the Council may relax the front setback provisions of the Residential Design Codes to match the average setback of existing residences on the same side of the street.

**Notwithstanding the above, carports and garages should be located behind the building line of the dwelling, and wherever possible at the rear of the dwelling. This requirement may be relaxed where the topography makes compliance impractical and the amenity of the locality would not be compromised by such a relaxation.**

### **8.3.6 Front Fences**

If front fences are required low masonry or open picket fences of up to 1000mm high are preferred. Front fences above 750mm from natural ground level shall be visually permeable (minimum 75% open) and masonry piers shall be limited to a maximum height of 1800mm above natural ground level.

Fibre cement and metal sheeting shall not be acceptable materials for front fences.

### **8.3.7 Side Setbacks**

When considering applications for the relaxation of side setback requirements for two storey residences under the provisions of Clause 3.3.1 of the Residential Design Codes the Council shall encourage consistent setbacks on both ground and first floor to achieve clear breaks between adjoining residences. Side setback relaxations involving parapet walls will not be permitted.

### **8.3.8 Topography**

New residences shall respond sympathetically to the topography and cutting and filling, particularly in locations visible from the street, shall be kept to a reasonable minimum.

## **8.4 BUILT FORM**

### **8.4 1 Retaining walls**



Retaining walls within the front setback area are to be stepped if they are more than 1.5 metres high to reduce their visual impact.

Where the slope of a site requires a floor level to be higher than ground level walls (or timber slatting) should be taken down to ground level. Building up on sand pads to deal with the topography will not be supported.

#### 8.4.2 Building Form

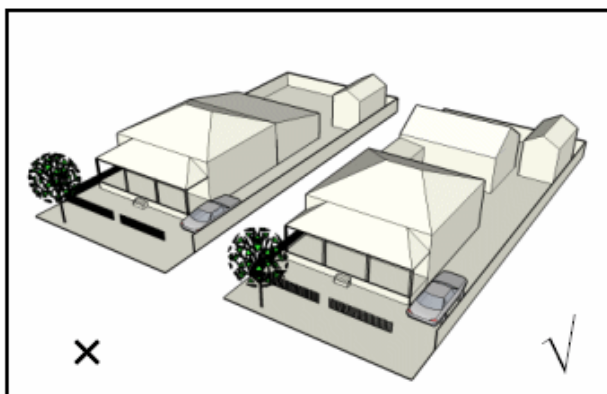
Strong emphasis will be placed on promoting high quality contemporary design which is sensitive to the scale and character of its context.

#### 8.4.3 Additions and Alterations

All additions and alterations are required to comply with the following requirements:

- (a) Additions to existing residences should be sympathetic to the character and integrity of the original residence in terms of scale, and form. Additions should generally not attempt to reproduce historic styles but represent a contemporary solution which is considerate of the existing building (see the City's guidelines on modifying period buildings in Albany)
- (b) Two storey extensions to single storey residences shall be located towards the rear (beyond the existing ridge line) where impacts on both the streetscape and the existing structure can be minimised and Clause 8.5.1(b) and (c) is complied with.
- (c) In the upgrading of 'fibro' and weatherboard houses brick cladding or veneering will not be supported as the results are generally not aesthetically acceptable.

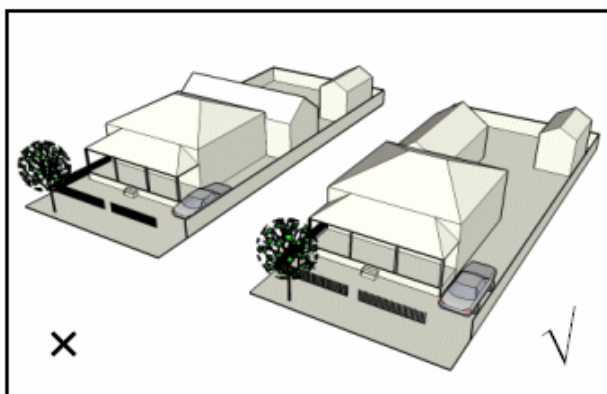
The illustrations below provide a guide as how to achieve the above criteria.



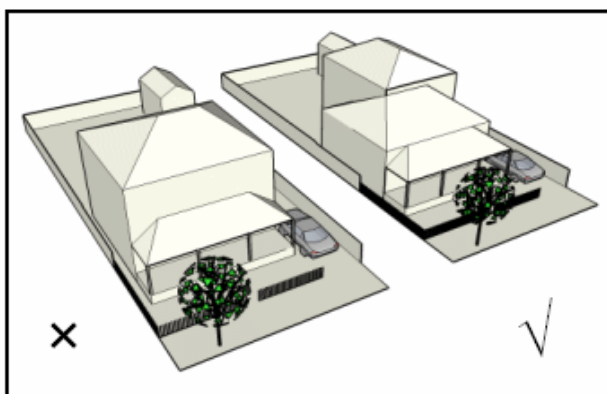
**ALTERATIONS AND ADDITIONS**

**Linked extensions are preferred over joined extensions.**

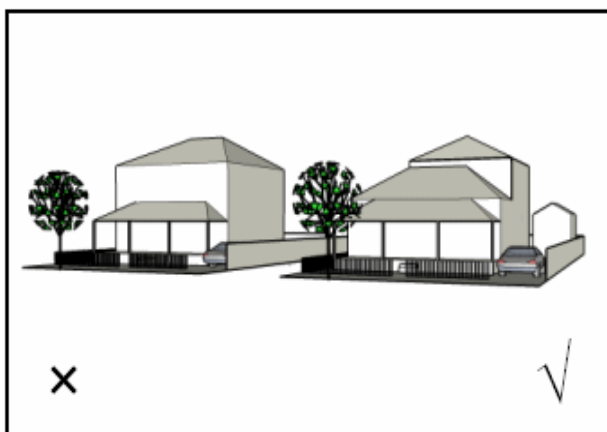
**These minimise the impact on the existing structure and provide improved internal and external living conditions**



**Extensions should be consistent with the existing patterns of extensions in the area and respect side setbacks**



**Two storey extensions at the front will dominate the streetscape**



**Extensions behind the ridge line of the existing residence will reduce the impact on the streetscape**

### 8.4.5 Ground Floor Levels

The datum of the ground floor slab (level) shall be consistent in height with adjacent buildings on the same side of the street, except that on a lot sloping down from the street the maximum height of the ground floor slab of the proposed residence shall not be higher than 200mm above the kerb of the adjacent road pavement at the centre point of the street boundary.

## 8.5 BUILDING HEIGHT

### 8.5.1 Number of Storeys

Building heights in residential areas shall be measured from natural ground level (as defined in the Residential Design Codes) as per the following:

#### ACCEPTABLE

Heights to eaves	Heights to concealed roof	Height to gable
4.0 metres	5.0 metres	7.0 metres

#### PERFORMANCE BASED

Council may consider building heights in excess of that stipulated above only where the following is achieved:

- the street facade of the building is articulated, whereby two storey development does not represent as a continuous solid external facade;
- A streetscape plan, using accurate photomontage images or 3D Model is submitted, showing the proposed development in context with adjacent dwellings;
- The proponent can justify that the development complies with Clause 8.3.2 of this Policy in addition to meeting the performance criteria (6.7.1 – P1) of the Residential Design Codes; and
- The proposal has been referred to adjoining properties (as defined in the Residential Design Codes) for comment.

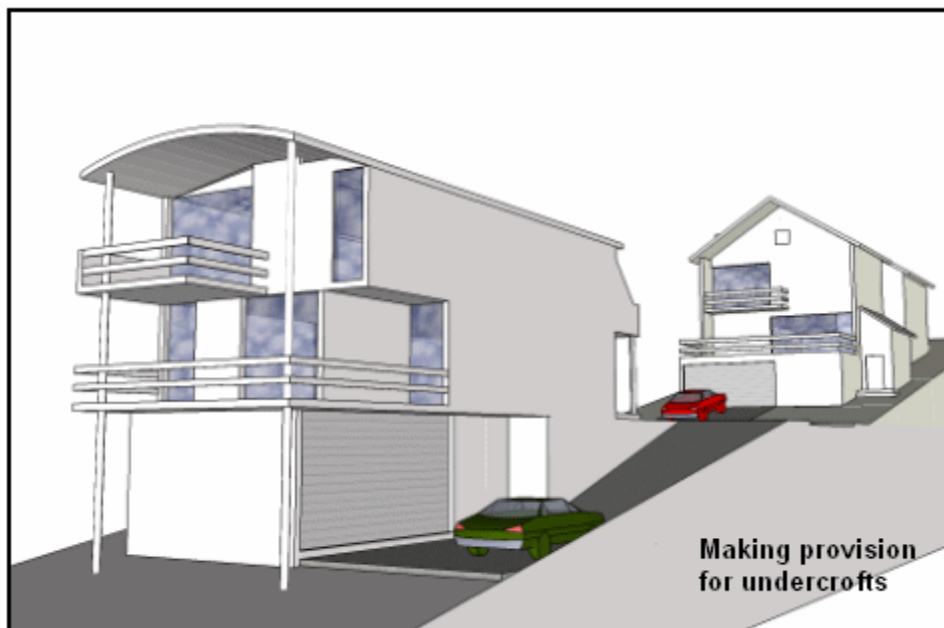
### 8.5.2 Height Datum for Grouped and Multiple Dwellings

Height datum for any residence or building comprising multiple dwellings shall be as set out for single houses.

### 8.5.3 Undercrofts

Garages and storage (non habitable spaces) may be located in an undercroft level, should be subject to the height constraints set out above.

Where any residence or residential building faces directly onto a street and an undercroft is visible it shall be fully screened.



#### 8.5.4 Larger Sites

On sites larger than 2500 sq m a maximum of 40% of grouped dwellings may have components which are three storeys high subject to fulfilling the following performance criteria:

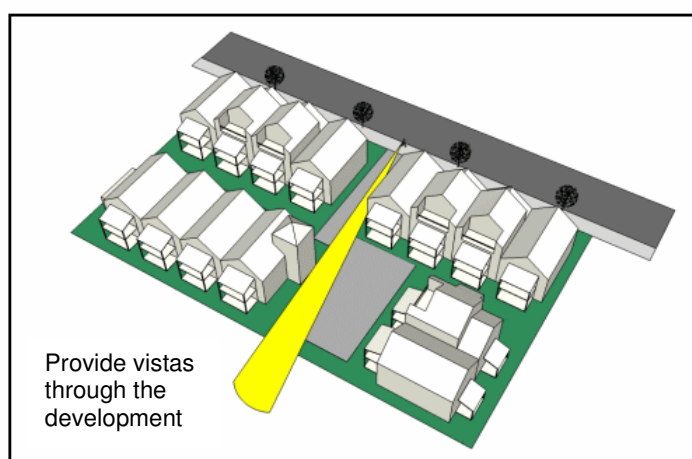
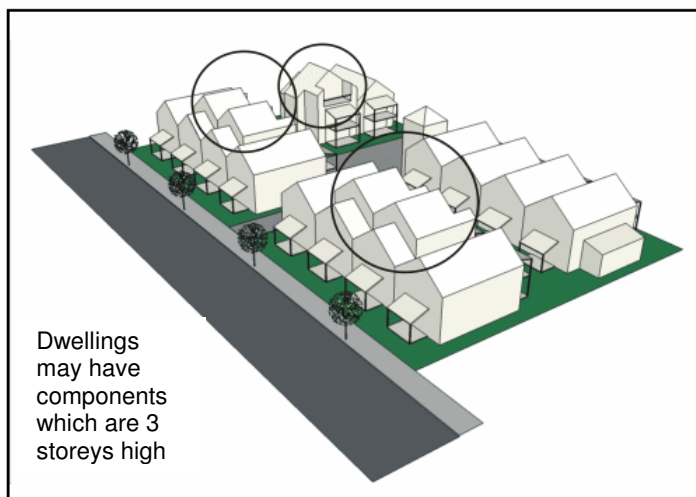
- The area of the third floor level shall be less than 50 sq m inclusive of any terrace or balcony.

On sites larger than 2500 sq m 40% of the total footprint of the buildings comprising multiple dwellings may have a third storey subject to fulfilling the following performance criteria:

- The third floor shall be setback from the lower floors on any elevation facing the public domain.

To qualify for the additional height both grouped and multiple dwellings shall fulfill the following performance criteria:

- The third floor components shall be set back 10 metres from any boundary.
- The built form of the development shall be articulated to break up the bulk and scale of the development.
- Heights for the three storey components shall comply with Category C of Table 3 of the Residential Design Codes.
- An unimpeded vista through the development to the Sound, Mt Melville or Mt Clarence shall be provided for pedestrians on the footpath.



### 8.5.5 Multiple Dwellings

#### *Dwelling Mix*

The Council will actively encourage a mix of dwelling types within Multiple Dwellings. In order to provide an incentive for such a dwelling mix the Council may consider relaxation of the following provisions:

- Site coverage to a maximum of 10%
- Plot ratio relaxations to a maximum of 10%
- Setbacks

This consideration will require the provision of both a mix of type (no of bedrooms) and variation in size or configuration of dwellings and be subject to ensuring that the amenity of adjacent existing residential development is not adversely affected by any such relaxations.

#### *Single Bedroom Dwellings*



The size of single bedroom dwellings may be increased up to 75 sq m subject to the following:

- The overall plot ratio for the site meets the required standard or the maximum relaxation permitted under Dwelling Mix above.

#### *Communal Open Space*

Communal open space(s) should generally be contained within the development to provide easy access and some level of privacy from the public domain for residents.

Concession with respect to total open space may be considered subject to the following performance criteria:

- The overall provision shall not be below 85% of the standard required in the Residential Design Codes.
- Communal open space will be consolidated into usable parcels
- Communal open space will be sited to maximize its functionality in terms of ease of access, solar penetration and the protection of the privacy of particularly ground floor dwellings surrounding it.
- A high quality landscaped area will be provided.
- Private balconies of not less than 16 sq m (with a minimum dimension of 4m) shall be provided

#### *Solar Access and Visual Privacy*

- The interaction between dwellings (particularly solar access and visual privacy under Clause 11 of this policy) will need to be actively addressed.

## **8.6 ACCESS AND CAR PARKING**

Vehicular access should be designed to minimise the impact on streetscapes and shall comply with Clause 6.5 'Access and Parking Requirements' of the Residential Design Codes.

The provisions of the Residential Design Codes may be relaxed where the topography makes compliance impractical and the amenity of the locality would not be compromised by such a relaxation.

In multiple dwelling developments:

- The alignment of access ways will be varied to avoid the 'gun barrel' effect.
- Parking areas shall be located well within developments.
- Parking areas with more than six bays shall be broken up with trees, buildings, or different surface treatments.

## 9.0 Heritage

### 9.1 OBJECTIVES

- *To conserve and protect places of cultural significance within the policy area.*
- *To ensure that development does not adversely affect the significance of heritage places.*
- *Provide incentives to encourage the conservation of heritage buildings and the maintenance and adaptive reuse of existing buildings which contribute to the urban character of the locality.*

### 9.2 Alterations, Extensions or Change of Use

Development should conserve the cultural significance of a heritage place, and minimise the extent of change to significant fabric.

Alterations and additions should not detract from the significance of the place and should be compatible with the siting, scale, architectural style and form, materials and external finishes of the place.

Where conservation would be facilitated by a change of use sympathetic adaptation of the place will be supported.

### 9.3 Demolition

Demolition of places having heritage significance should be avoided whenever possible and any proposed demolition will require clear justification to be provided by the applicant.

Consideration of any proposed demolition will be based on the significance of the place, and the feasibility of restoring or adapting it, the possible incorporation of all or parts of the structure into a new development, and any potential incentives that can be provided to facilitate its retention.

### 9.4 Development within a Heritage Precinct

Development within a heritage precinct should respect and compliment the heritage significance of the area. Particular consideration should be given to the siting, scale, architectural form, materials and finishes of any proposed development in terms of impacts on the cultural significance of the locality.

A general presumption should apply in favour of retaining buildings that make a positive contribution to the significance of the area.

Approval for demolition (see 9.2 above) will require the prior approval of an acceptable redevelopment proposal.

New development that is imaginative, well designed and harmonious will be encouraged.

### **9.5 Development Adjoining Properties of Heritage Significance**

The design of new buildings on sites adjacent to heritage listed buildings shall pay particular attention to the relationship to the built character of the heritage building in terms of scale, form, materials and external finishes.

### **9.6 Relaxations of Scheme or Policy Provisions**

Where existing buildings are deemed by the Council to either have cultural heritage significance or make a contribution to the urban character of the locality the Council will, where practicable, seek the conservation or adaptation of such buildings in whole, or in part, by granting relaxations to development requirements under the provisions of Town Planning Scheme No 1A.

Relaxations to Scheme or Policy provisions may apply to the following:

- Land Use
- Plot Ratio
- Site Coverage, and
- Car parking requirements.

### **9.7 Considerations in Assessing Proposals Affecting Heritage Places**

In assessing proposals affecting places of heritage significance the Council shall have regard to:

- The level of heritage significance of the place.
- Measures proposed to conserve the heritage significance of the place and its setting.
- The structural condition of the place.
- Whether the place is capable of adaptation to a new use which will facilitate its retention and conservation.
- The impacts of any relaxations of scheme or policy provisions on the amenity of adjoining properties and the locality.

## **10.0 Sustainability**

### **10.1 OBJECTIVES**

- *Promote energy efficient design principles.*
- *Encourage water conservation.*
- *Ensure high standards of amenity and environment in new development.*
- *To encourage innovative and high quality contemporary design.*

## 10.2 Energy Efficiency

Building design should seek to reduce energy consumption by:

- Siting buildings along north-south/east-west axes to maximize solar access and control.
- Providing thermal insulation of walls and roofs.
- Ensuring good cross ventilation.
- Utilizing solar hot water heating, and

## 10.3 Water Usage

Building design should seek to reduce water usage by:

- Using water wise fittings.
- Utilising 'AAAA' appliances.
- Specifying smaller rather than larger sinks, baths and basins.
- Locating hot water systems to minimise pipe runs.
- Insulation of hot water pipes.
- The use of appropriate plant species, soil improvement and automated irrigation systems.
- Retaining stormwater on site.

## 10.4 Amenity

Building design should seek to ensure a high standard of amenity by ensuring that new developments are:

- Legible: The organization and layout of developments should be easily understood, movement systems should assist in spatial orientation, there should be clear distinctions between public, semi-private and private spaces and developments should provide ease of access for all age groups and degrees of mobility.
- Functional: Developments should be organizationally and environmentally functional and should provide useable outdoor space, efficiently laid out indoor space and service areas, access to sunlight (preferably north facing orientation for living spaces and east facing orientation for bedrooms), good natural ventilation, and visual privacy.
- Robust: Appropriate room dimensions and configurations to maximize flexibility of use, and materials which minimize building maintenance.

## 10.5 Environment

Wind: The design of new buildings should address local wind patterns and provide shelter from prevailing winds particularly around entries and in outdoor spaces.

**Acoustic Privacy:** Construction materials and techniques used should enhance acoustical privacy between buildings, and the placement and insulation of air conditioning units shall prevent noise impacts on adjoining properties.

**Overshadowing:** The effect of any new development will be considered in terms of the potential overshadowing within the development, and on existing buildings, and outdoor spaces, on neighbouring properties. For any development which could overshadow adjacent properties the applicant may be required to provide shadow diagrams showing the effect of the proposal on such properties.

**Antennae/Satellite Dishes:** Antennae or satellite dishes should be located out of public view, located on the ground and/or adequately screened. Satellite Dishes over 1.5 metres in diameter shall not be erected without the prior approval of the Council.

## **10.6 Design Quality**

Building design should encompass innovative and high quality contemporary design which is functional, aesthetically well resolved and environmentally responsible and:

- Results in the development of quality urban places: buildings, streets, squares and parks.
- Responds to its site and locality, including the topography, landscape, and existing built form. It should provide sustainable living environments, both in private and public areas.
- Responds to technical, social, aesthetic, economic and environmental challenges with innovation.

## **11.0 General Provisions**

### **11.1 The Residential Design Codes of Western Australia**

The Residential Design Codes of Western Australia establish parameters within which Local Authorities may prepare and adopt Local Planning Policies which provide alternative requirements for specified elements of the Codes and this policy has been prepared in compliance with those parameters.

The Council, in dealing with an application within the policy area may relax any relevant requirements of the Residential Planning Codes where such relaxation will comply with the objectives, or the specific provisions, of this policy.

Unless alternative requirements are established by this Policy the provisions of the Residential Design Codes shall apply.



## 11.2 Response to Policy Requirements

The Council may require applicants to make a written submission setting out the details of how submitted proposals have responded to specific policy requirements.

## 11.3 Variations to Policy Provisions

The Council, in dealing with an application within the policy area, may relax specific provisions of the policy where it is of the opinion that the proposed development fulfils the objectives of the policy, and does not adversely affect the amenity of the area.

## 12.0 Collie Street Site: Urban Design Guidelines

### 12.1 Introduction

The Council has resolved to offer for sale a portion of land on Collie Street within Central Albany. The land comprises approximately 2900 sq m and has frontages to both Collie Street and Grey Street West. The area falls within the Residential Zone of the Albany Historic Town Design Policy adopted under the provisions of the City of Albany Town Planning Scheme No 1A. These provisions make recommendations on the basis of which the discretionary provisions of the Central Albany Urban Design Policy could be exercised by the Council. It also highlights additional issues relevant to the development of the site.

### 12.2 General Policy Provisions

The general principles established by the policy which are relevant in terms of the subject site are the principles under Clause 2.0 addressing Townscape, Streetscapes, Sustainability and Design.

### 12.3 Residential Area Provisions

The Collie Street property falls within the Residential Area of the Urban Design Policy. The policy provisions which are relevant in terms of the subject site are the Objectives established under Clause 8.1 (with the exception of dot point 5 which addresses additions to existing buildings).

The other provisions of Clause 8 which are relevant are as follows:

- 8.2.1 Context
- 8.2.2 Roof Forms
- 8.3.2 Bulk and Scale
- 8.3.3 Building Orientation
- 8.3.4 Open Streetscapes
- 8.3.6 Front Fences

- 8.3.7 Side Setbacks
- 8.3.8 Topography
- 8.4.1 Retaining walls
- 8.4.2 Building Form
- 8.5.1 Number of Storeys
- 8.5.3 Height Datum for Grouped Dwellings
- 8.5.4 Undercrofts
- 8.5.4 Larger Sites
- 8.6 Access and car parking

In regard to the provision of car parking the Council would support the provision of the majority of parking on the site in a shared undercroft/basement car park(s). Access to such a parking area should preferably be taken from the ROWs on the north and eastern boundaries of the site. It should be noted that the excavation to create an undercroft car park would require a section 18 approval under the Aboriginal Heritage Act (1972).

#### **12.4 Environmental and Amenity Provisions**

The principles established by the policy under Clause 10 are all of some relevance in terms of the development of the subject site. These include:

- 10.1 Objectives
- 10.2 Energy Efficiency
- 10.3 Water Usage
- 10.4 Amenity
- 10.5 Environment
- 10.6 Design Quality

#### **12.5 Multiple Dwelling**

The general principles of the policy will be applied to multiple dwellings as follows:

- Shared parking areas are to comply with the provisions set out above under 8.5.4.
- Communal open space(s) will generally be contained within the development to provide easy access and some level of privacy from the public domain for residents.
- The provisions of Clause 8.5.5 'Larger Sites' will be interpreted as 40% of the total footprint of the buildings on the site (rather than 40% of the number of dwellings) may have a third storey subject to a setback from the lower floors on any elevation facing the public domain.
- The interaction between dwelling (particularly solar access and visual privacy under Clause 10 of the policy) will need to be actively addressed.

#### **12.6 The Exercise of Discretion under the Policy**

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 Adoption Reference: \*\*\*\*\*  
 Review Date: 30 June 2012  
 Maintained By: Executive Director of Development Services  
 Document Reference: \*\*\*\*\*

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### *Additional Height*

The Policy is explicit in terms of the maximum heights permissible, the datum on which such heights will be based and the parameters for the use of undercrofts.

As the land to the east of the site being offered for sale falls within the Central Business District precinct the Council may consider additional height on the site in the following specific circumstances:

- Grey Street West: Should a design incorporate commercial uses on the ground floor facing Grey Street East the council would be willing to apply the provisions of the Central Business Zone to the Grey Street East frontage to a depth of 20m. This essentially provides for development to be built up to the street boundary and the potential of a third storey subject to a 3 metre setback from the street. Should this option be exercised the Larger Site provisions of Clause 8.5.5 will be applied to the remainder of the site.

### *Topography and Retaining Walls*

The construction of the existing parking areas on the site has created substantial changes to the original topography, and in the context of a comprehensive development of the whole site (as opposed to the subdivision and sale of individual sites), the Council will be prepared to exercise some flexibility in the interpretation of Clauses 8.3.8 Topography and 8.4.1 Retaining Walls.

Such flexibility will however be constrained by the following parameters:

- Large amounts of fill which seek to build up the levels on the site above the original natural topography will not be supported.
- The impact on the public domain particularly to Collie Street, Grey Street West and the access way along the northern boundary of the site.

## **12.7 Subdivision and Density**

The site shall be developed as an integrated comprehensive development and while this may involve both staged development and potentially more than one strata title site the land shall not be subdivided and sold as individual lots.

Given its location the minimum density of the site shall be in accordance with the ICR provisions of the R Codes.

## **12.8 Mokare's Grave**

Mokare's was a prominent Albany aboriginal noted by the region's early European explorers and recorded in the diaries of the settlement's first military

surgeons. His grave was located on the subject site towards the south east corner. The coordinates of the centre of the site are 580485mE and 6123983MN and the extent is 7m x 7m.

The area of the gravesite will be excised from the land made available for sale.

It is intended that the grave site will be retained and interpreted in the north east corner of a small park fronting Collie Street. Development of the park will be subject to a section 18 application under the Aboriginal Heritage Act (1972) and the built form on its eastern and northern sides should adequately frame and enclose the park.

### **12.9 Council Land between the Town Hall and the Library**

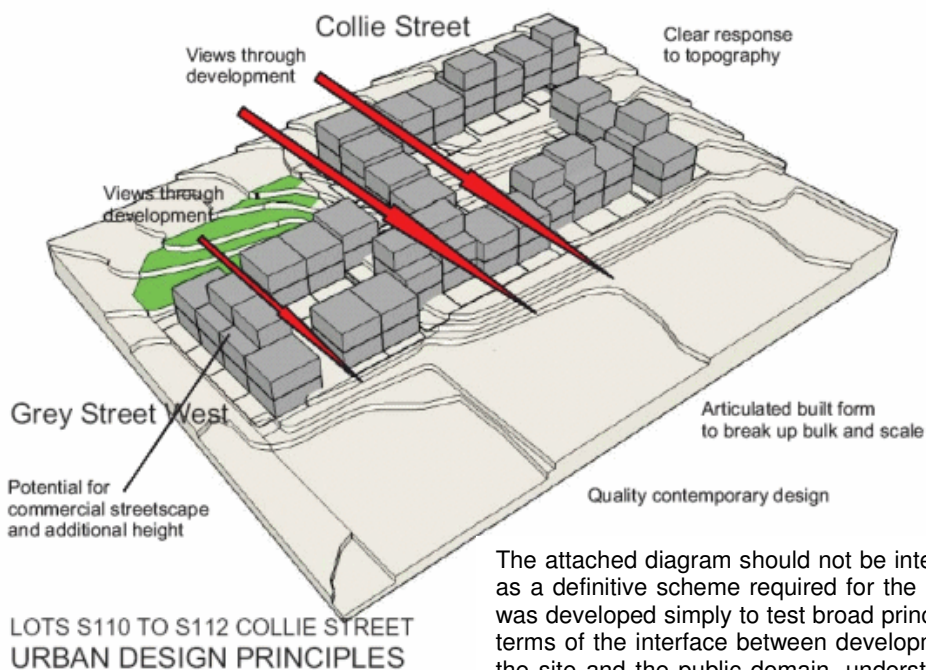
The Council land between the Town Hall and the current library building (currently a grassed area) is a development site, for which guidelines will be developed as part of a comprehensive review of the total street block bounded by Grey Street, York Street, Serpentine Street and Collies Street.

It is likely that it will be developed to at least the three stories permitted under current Council policy, with the possibility of a fourth storey depending on the outcome of the detailed urban design analysis to be undertaken for the street block as a whole. In this context views to the east over this land from the subject site can not be expected, other than those above these levels generated by the topography of the site.

### **12.10 Development Parameters for the Site**

Figures 5 to 8 should not be interpreted as a definitive scheme required for the land. It was developed simply to test broad principles in terms of the interface between development on the site and the public domain, understand the potential yield of the site, and highlight issues in terms of the application of the Additional Provisions.

While the principles highlighted in Figures 5 to 8 are aspirations the Council intends to pursue, the particular form suggested should not constrain the development of alternative design outcomes which in broad terms address these principles.



**Figure 6**

The attached diagram should not be interpreted as a definitive scheme required for the land. It was developed simply to test broad principles in terms of the interface between development on the site and the public domain, understand the potential yield of the site and highlight issues in terms of the application of the Central Albany Urban Design Policy to this site.



The attached diagram should not be interpreted as a definitive scheme required for the land. It was developed simply to test broad principles in terms of the interface between development on the site and the public domain, understand the potential yield of the site and highlight issues in terms of the application of the Central Albany Urban Design Policy to this site.

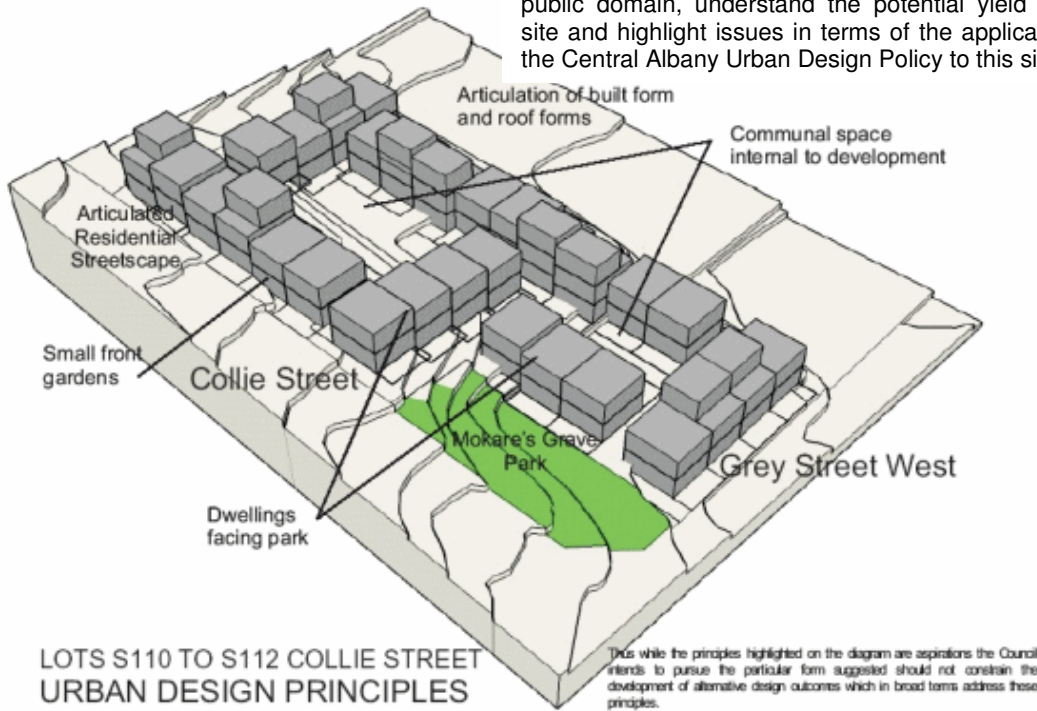
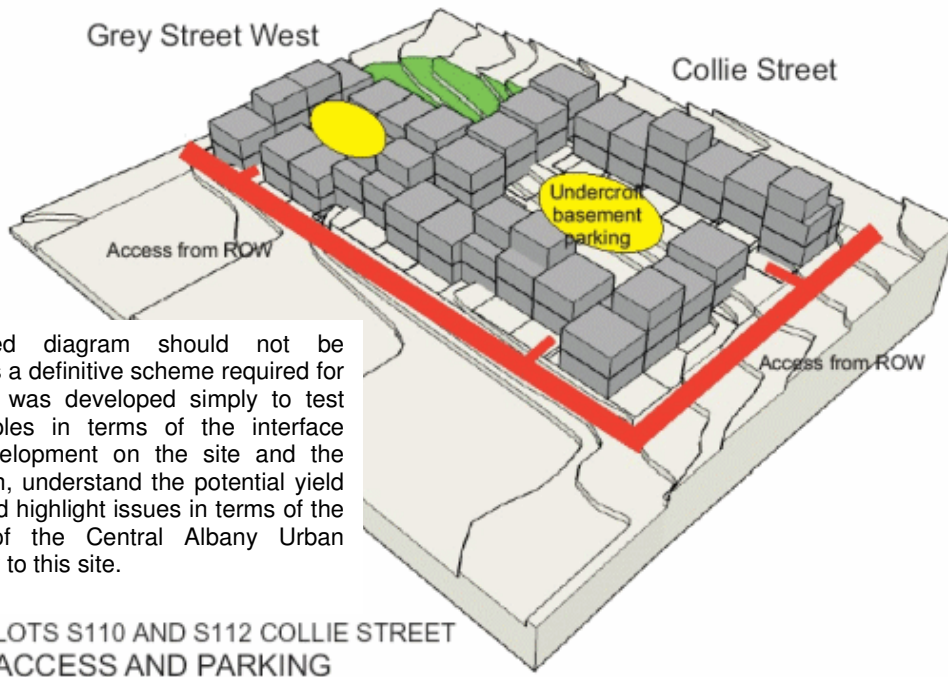
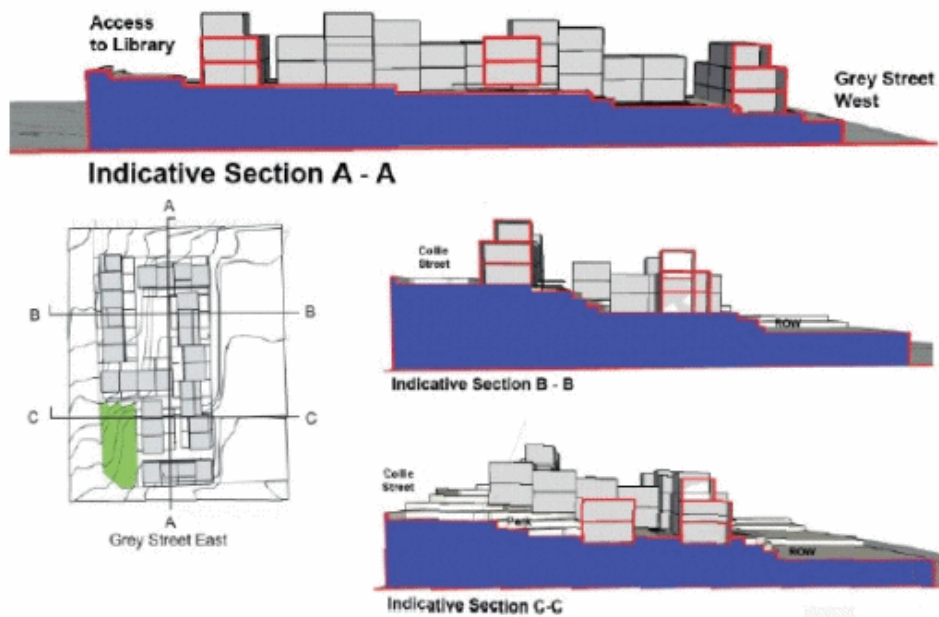


Figure 7



The attached diagram should not be interpreted as a definitive scheme required for the land. It was developed simply to test broad principles in terms of the interface between development on the site and the public domain, understand the potential yield of the site and highlight issues in terms of the application of the Central Albany Urban Design Policy to this site.

Figure 8



**LOTS S110 AND S112 COLLIE STREET  
INDICATIVE SECTIONS**

**Figure 9**

## APPENDIX 1 GLOSSARY OF TERMS

### **Acoustic privacy**

The seclusion of residential units from the impacts of intrusive externally generated noise.

### **Active frontages**

Buildings which in areas abutting the street contain uses which provide surveillance of, and bring interest and activity to, the street

### **Adaptation (Adaptive Reuse)**

Modifying a place to suit proposed compatible uses.

### **Amenity**

A comfortable and pleasant immediate environment located within agreeable surroundings.

### **Articulation**

The division or disaggregation of a building into distinct segments or parts with a clear delineation of the joints between the constituent parts.

### **Building Envelope**

The total three dimension volume which encompasses all the elements of a building.

### **Building mass**

The magnitude or overall volume of a building.

### **Built form**

The configuration of the aggregate of all buildings, structures, etc which make up the physical environment of the locality.

### **Built Edges**

A condition where buildings are constructed up to the street boundary effectively enclosing the public domain.

### **Bulk**

The size or mass of a building; generally referring to structures which in their context appear relatively large.

### **Cohesive**

Harmonious grouping of complementary elements. A cohesive townscape contains objects and architectural elements which have a consistent or complimentary overall effect.

### **Context**

The environment within which a building is located. The context is relevant in that much of the building's significance or impact is derived from its relationship with, or its effect on its environs.

### **Conservation**

All the processes of looking after a place so as to retain its cultural significance. It includes maintenance and may according to circumstances include preservation, restoration, and adaptation and will be commonly a combination of more than one of these.

### **Contrasts of scale**

Substantial differences between the relative size of buildings or structures . Generally refers to buildings which are large or overbearing in comparison with their context or what is generally accepted.

### **Cultural Significance**

Aesthetic, historic, scientific or social value for past, present or future generations.

### **Decorative features**

Distinctive detailing, variations in finishes, texture or colours or other elements such as moldings, plinths etc which add interest to the exterior of a building.

### **Façade**

Adoption Date: \*\*\*\*\* 2009  
Adoption Reference: \*\*\*\*\*  
Review Date: 30 June 2012  
Maintained By: Executive Director of Development Services  
Document Reference: \*\*\*\*\*

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www.albany.wa.gov.au

The wall of a building usually referring to the front wall(s) seen from the street(s).

**Grain**

Texture of a surface, building, or section of built fabric generated by the arrangement and size of their constituent parts.

**Heritage**

Buildings, structures or places having aesthetic, historic, scientific or social value for past, present or future generations.

**Heritage Listed Building**

Buildings that are listed within Council's Municipal Heritage Inventory, within Part VI of Town Planning Scheme No. 1A or on the State Heritage Inventory.

**Historic themes**

The historical content of the place, with particular reference to the ways in which its fabric has been influenced by historical forces in the course of its development.

**Human scale**

Buildings of a size or comprising a range of architectural elements which are of a magnitude and proportion related to our bodily dimensions.

**Informal surveillance**

The casual periodic observation of the public domain from buildings abutting it.

**Interpret**

Design which critically draws on, adapts, or makes reference to existing architectural features present in the locality.

**Legibility**

Urban fabric which, through the clarity of its organization and its wealth of distinguishing features, may be easily read and comprehended.

**Maintenance**

The continuous protective care of the fabric, contents and setting of a place.

**Mass**

The overall size or bulk of a building.

**Microclimate**

The effects of local patterns of wind, solar access, overshadowing, precipitation etc on a locality.

**NGL**

Natural ground level.

**Non-habitable rooms**

A room such as a bathroom, laundry, toilet and other spaces of a specialized nature occupied neither frequently nor for extended periods.

**Overshadowing**

Structures or buildings which block the access of direct sunlight to habitable areas of surrounding buildings or public and private open space.

**Preservation**

Maintaining the fabric of a building and/or place in its existing state and retarding deterioration.

**Public Domain**

Areas of the city which belong to the community as a whole; generally refers to streets, squares parks etc.

**Reconstruction**

Returning a place as nearly as possible to a known earlier state and is distinguished by the introductions of materials (new or old) into the fabric.

**Residential Planning Codes**

Adoption Date: \*\*\*\*\* 2009  
 Adoption Reference: \*\*\*\*\*  
 Review Date: 30 June 2012  
 Maintained By: Executive Director of Development Services  
 Document Reference: \*\*\*\*\*

102 North Road, Yakamia WA 6330  
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 www.albany.wa.gov.au

The Residential Planning Codes set out in Appendix 2 to the Statement of Planning Policy No.1 prepared under 5AA of the Town Planning and Development Act 1928.

#### **Restoration**

Returning the existing fabric of a place to a known earlier state by removing accretions or by reassembling existing components without the introduction of new material.

#### **Scale**

Relative size. A large scale building is big in comparison with its context or what is generally accepted. A human scale building has a size or many architectural elements which we can identify with i.e. their size and proportion are related to our bodily dimensions.

#### **Screen**

To conceal or obscure from view

#### **Solar access**

Areas penetrated by sunlight over extended periods of time during both summer and winter.

#### **Streetscape**

The perceptive quality of a street established by the buildings which line it, and the additional elements which are contained within the spatial frame formed by those buildings.

#### **Subdivision pattern**

The configuration of the original cadastral layout and the influence this layout had on the subsequent development of built form within the locality.

#### **Topography**

Natural or altered ground form.

#### **Townscape (character)**

The relative distribution of the landscape, buildings and other structures which together constitute the collective form of the town.

#### **Undercroft**

An area located below the ground floor level of a building and used for parking, storage and other such service uses (non-habitable).

#### **Urban richness**

Built fabric characterized by a variety of environmental conditions, diverse uses, and a wide choice of sensory experiences.

#### **View**

A broad or expansive as seen from a particular place

#### **Vista**

A particular view usually contained by either natural features or built form (as in an axial view).

#### **Visual integrity**

Urban fabric characterized by complementary elements within an environment ordered by consistent and perceptible principles.

#### **Visual privacy**

The isolation of residential units and external private open space from the intrusive overlooking of residents of neighbouring properties.

#### **Visual richness**

An urban environment characterized by perceptual complexity and interest.



## CITY OF ALBANY BUSH FIRE MANAGEMENT COMMITTEE

Minutes of the meeting held on the, 12<sup>th</sup> December 2007

### 1. Opening of meeting and appointment of chairman:

Meeting commenced at 8.45am. Mr Robert Fenn called for nominations for Chairman. One nomination was received for Councillor Des Wolfe.

**MOVED: Mr K Johnson**

**SECONDED: Cllr K Stanton**

**THAT, Des Wolfe is appointed Chairman of the Bush Fire Management Committee.**

**CARRIED**

### 2. Attendance & apologies:

Present:

Cllr Jill Bostock	City of Albany
Cllr Kim Stanton	City of Albany
Cllr Des Wolfe	City of Albany
Mr Ken Johnson	Deputy Chief Bush Fire Control Officer (South West)
Mr Ben de Vries	City of Albany (Administrative Officer for Committee)
Mr Robert Fenn	City of Albany
Mr Kevin Martin	Senior Fire Control Officer (South West)

Apologies:

Cllr Robert Buegge	City of Albany
Mr Charlie Butcher	Chief Bush Fire Control Officer
Mr Chris Gilmore	Deputy Chief Bush Fire Control Officer (North East)
Mr Kevin Parsons	Fire and Emergency Services Authority
Mr Greg Broomhall	Department of Environment and Conservation

### 3. Terms of Reference for Committee

**MOVED: Cllr J Bostock**

**SECONDED: Cllr K Stanton**

**That the Terms of Reference for the City of Albany Bush Fire Management Committee be defined as advising the City of Albany regarding;**

- **strategic matters relating to the preventing, controlling and extinguishing of bush fires;**
- **the strategic requirements for planning of the layout of fire-breaks in the district;**
- **the performance of the City in regards to its obligations under the *Bush Fires Act 1954*;**
- **the operational efficiency of bush fire brigades and the grouping thereof under group brigade officers;**
- **opportunities and deficiencies identified in the levels of co-operation and co-ordination of bush fire brigades in their efforts and activities and between bush fire**



- **brigades and other fire agencies; and  
any other matter relating to bush fire control.**

**CARRIED**

**4. Declarations of Interest:**

Nil

**5. Confirmation of Minutes:**

**MOVED: Mr K Johnson  
SECONDED: Cllr D Wolfe**

**That the minutes of the Bush Fire Management Committee Meeting held on 30<sup>th</sup> July 2007 be confirmed as a true record of proceedings.  
THAT the minutes of the Bush Fire Advisory Committee meeting of the 15<sup>th</sup> October 2007 be received.**

**CARRIED**

**6. Business Arising**

**6.1 Standard Operating Procedures (BFAC item 7.3)**

Copies of the draft SOPs were distributed to brigades for evaluation and feedback to the Emergency Management Coordinator. To date, no feedback has received from the brigades.

**6.2 Bush Fire Brigade Training Profiles (BFAC item 7.6)**

The distribution of the brigade training profiles has been completed and the Advisory Committee recommended that brigades use them as "a guide" when considering the election of brigade office bearers.

**7. Guests of Committee**

No reports.

**8. Matters for consideration**

**8.1 Replacement of Bush Fire Brigade Radios**

**MOVED: Mr K Johnson  
SECONDED: Mr K Martin**

**THAT a working party be formed as a matter of urgency, comprising four brigade Fire Control Officers and the Deputy Bush Fire Control Officers from the South West and the North East sectors, together with the Emergency Management Coordinator and representatives from FESA, to develop a radio replacement strategy for the City of Albany and that the working party report back to a specially convened meeting of this committee to be held no later than February 2008.**

**CARRIED**

## 8.2 Western Power Grants to Bush Fire Brigades

**MOVED: Mr K Johnson**  
**SECONDED: Cllr J Bostock**

**THAT the City note the funding program of Western Power and advise the next meeting of the City of Albany Bush Fire Advisory Committee.**

**CARRIED**

## 8.3 City of Albany Policy on Intrastate and Interstate Deployments

**MOVED: Cllr K Stanton**  
**SECONDED: Cllr J Bostock**

- 1. THAT an expression of interest be distributed amongst Bush Fire Brigade volunteers seeking the nomination of persons wishing to be placed upon the State register of volunteers for Intrastate and Interstate deployments and that the conditions of deployment be made available to the nominees.**
- 2. THAT the City of Albany maintain its current practice of making available two heavy dutys and one light tanker for intrastate deployment during a major fire emergency, with the appliances and crews selected in consultation with the Chief Bush Fire Control Officer. AND**
- 3. THAT, depending upon staffing levels and prevailing local bush fire threats at the time, the City make available employees to attend interstate deployments.**

**CARRIED**

## 8.4 Risk to Resource - Appliance Replacement Priorities

**MOVED: Cllr J Bostock**  
**SECONDED: Mr K Martin**

**THAT the City of Albany endorse the decision of staff to recommend that fire appliances be replaced under the ESL capital works program on the basis of the age of manufacture of the vehicle.**

**CARRIED**

## 8.5 Appointment of Chief Bush Fire Control Officer

**MOVED: Cllr J Bostock**  
**SECONDED: Cllr K Stanton**

**THAT the appointment of Mr Charlie Butcher as the City of Albany's Chief Bush Fire Control Officer be terminated and that Mr Kevin Martin be appointed the City of Albany's Chief Bush Fire Control Officer.**

**CARRIED**

**MOVED: Cllr D Wolfe**  
**SECONDED: Cllr J Bostock**

**THAT the City of Albany, on behalf of the Albany community and Volunteer Bush Fire Brigades, forward a letter of thanks to Charlie Butcher for his outstanding service as the City of Albany Chief Bush Fire Control Officer.**

**CARRIED**

## **9. General Business**

### **9.1 Highway Fire Shed**

Due to restricted access to the Highway VBFB Fire Shed at Albany Regional Airport, Mr Ken Johnson recommended that brigade members relocate the Highway 3.4 to a brigade member's property until the new shed is ready.

### **9.2 Highway Brigade Meetings**

Mr Ken Johnson noted that Highway VBFB had not had a meeting recently, due to difficulty organising a venue. Mr Ben de Vries advised that meeting spaces at the City of Albany offices are available.

### **9.3 Resource Register**

Mr Ken Johnson raised the issue that the Resource Register needs to be updated.

### **9.4 Firebreak inspections**

Mr Ken Johnson asked whether firebreak inspections were being carried out. Mr Robert Fenn stated that the Rangers had started inspections and 216 infringements had already been issued in the SW sector.

### **9.5 CBFCO Mobile Phone**

Mr Ken Johnson asked if he could retain the CBFCO mobile he had acquired while acting in the position. Mr Johnson was informed that as Mr Kevin Martin was the newly appointed CBFCO, Mr Martin would require the mobile phone.

### **9.6 Bornholm Fire Shed Phone**

Mr Ken Johnson asked when the Bornholm Fire Shed phone was going to be ready. Mr Ben de Vries stated that Telstra has planned the installation for December 24, 2007. Bornholm brigade has already been notified of this. Mr Robert Fenn stated that Bornholm Fire Shed and Wellstead Telecentre had been planned as Forward Operations points and that installation of equipment was continuing.

### **9.7 Letter from Bill Hassell**

A letter has been received from Mr Bill Hassell regarding fuel loads burns on the City Mounts and requesting more hazard reduction burns. Mr Robert Fenn indicated that regular burns are affecting the flora, fauna and weed management of the reserves. It is also difficult to conduct burns in the urban area. To mitigate against large fires, Mr Fenn stated that the strategic breaks will need to be enlarged in the City Mounts reserves. Mr Fenn also suggested that residents living in high bush fire risk areas should be engaged and made aware of the risks of living in or near the bush. It is the role of the EMC to assist with community education in such high-risk areas.

The EMC is to reply to Mr Bill Hassell's letter, and send a copy of response to Cllr Dot Price.

### **9.9 Prohibited season**

Mr Ken Johnson asked for the City to advertise the start of the prohibited season. In particular, the distinction between appropriate and inappropriate barbecues, cooking fires, etc. should be made clear.

### **9.10 Cherry Road (Stidwell Track)**

The strategic firebreak near the Stidwell Bridle Track has recently been blocked by the moving of fences being by adjacent landowners. This has caused increased trail bike use on the Stidwell Track. Mr Robert Fenn indicated that a contract for construction of new sections of the strategic firebreak was expected to be awarded soon.

## **10. Next Meeting**

A specially convened meeting to discuss replacement of radios is to be held no later than February 2008.

Next scheduled meeting is Wednesday, 30<sup>th</sup> April 2008, at the City of Albany Administration Centre, North Road. (TBC)

**11. Closure**

Meeting closed at 10.00am.



# **MINUTES**

## **BUSH FIRE MANAGEMENT COMMITTEE**

**Held on**

**Wednesday, 29 April 2009  
8:30 am**

**Margaret Coates Board Room**

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**1.0 DECLARATION OF OPENING**

The Chairperson declared the meeting open at 8:35am.

**2.0 ATTENDANCES**

Robert Fenn	City of Albany	Chris Gilmour	DCBFCO-NE (9.07 to 11.05am)
Ross Fenwick	CBFCO	Derek Jones	Ex-Chair BFAC
Cllr Des Wolfe	Chair	Ken Johnson	DCBFCO-SW
Ben de Vries	City of Albany	Alan Lubcke	Manypeaks VBFB
Martin van Dongen	BFAC Chair	Cllr Kim Stanton	City of Albany (9.05 – 11.05am)
Cllr Jill Bostock	City of Albany		
Observers			
Greg Broomhall	DEC		

**3.0 APOLOGIES**

Cllr Robert Buegge City of Albany

**4.0 TERMS OF REFERENCE FOR THE COMMITTEE**

It was AGREED that the Terms of Reference were adopted at the previous meeting and do not require attention at this stage.

**5.0 DECLARATIONS OF INTEREST**

Nil.

**6.0 CONFIRMATION OF PREVIOUS MINUTES OF MEETING**

Concern was raised about the time since the last BFMC meeting. Cllr Jill Bostock commented that as part of the Committee, members should meet somewhat more regularly to be sufficiently informed. Cllr Jill Bostock and Cllr Kim Stanton commented that it was important that Councillor's are invited as guests to the Bush Fire Advisory Committee.

Robert Fenn advised that the last meeting did not obtain a quorum and the item relating to the appointment of the CBFCO was submitted directly to Council for determination. It was suggested and resolved that the BFMC meeting dates are to be set for four weeks after the meeting of the Bush Fire Advisory Committee.

**MOVED: Des Wolfe**

**SECONDED: Jill Bostock**

**THAT the minutes of the Bush Fire Management Committee Meeting held on 12 December 2007, as previously distributed, be confirmed as a true and accurate record of proceedings.**

**Carried 7/0**

**MOVED: Ken Johnson**  
**SECONDED: Kim Stanton**

**THAT the minutes of the Bush Fire Advisory Committee meetings held on the 27<sup>th</sup> October 2008 and the 30<sup>th</sup> March 2009 be received**

**Carried 8/0**

**7.0 BUSINESS ARISING:**

**7.1 RADIO COMMUNICATIONS STRATEGY**

It was noted that a Sub-Committee of the Bush Fire Advisory Committee had previously been established to try to resolve communications issues arising from the introduction from the WAERN radio system. A Council Policy for the replacement of radios was subsequently considered by the Management Committee and adopted by Council. Napier VBFB is seeking some additional radios.

In the committee discussion it was raised that:

- More training is required in the use of the new WAERN radios.
- Investigation was needed to determine whether there is the possibility of a breakable link between The High Band and Mid Band channels.
- The link between the Fire and Rescue Channels of 54 and 102 had been cut and that the Bush Fire Brigades had not been sufficiently informed.
- More developments were happening with the use of SMS technology.
- The City has been using Red Coal for communicating Harvest Bans via SMS, but this is not reliable enough for fire calls.
- There are currently two brigades that have SMS call-out lists with the FESA Communications Centre.
- The City of Albany is leading the use of communications technologies in the rural areas, compared with its neighbours.
- The development of a Communication Strategy must deal with two issues, the management of a fire incident, as well as the allocation of radios for weather reports, call outs and other brigade activities.
- The removal of the mid band frequency after five years may create a communications gap.
- The City has a large number of mid band radios that will remain operational for some years if the frequency is retained.
- The City's works depot operates on a mid band frequency.

**MOVED: Ken Johnson**  
**SECONDED: Jill Bostock**

**THAT the Communications Sub-Committee be re-established to develop a comprehensive Communications Strategy for the City of Albany to deal with fire incidents and other brigade requirements.**

**Carried 9 / 0**

## 7.2 FIREBREAK NOTICE

Fire protection in well vegetated suburbs like Goode Beach and Little Grove are increasingly an issue, and the Frenchman Bay Association has written to the Minister for Police and Emergency Services requesting action by FESA if the City of Albany does not sufficiently enforce its firebreak notice.

There was discussion about the required standards in the firebreak notice and it was suggested that on all blocks less than 2000 sqm, the fire hazard should be reduced over the entire lot to a low-fuel state. On larger blocks it was suggested that perimeter breaks and building protection zones be required, or that the property meets the requirements for optional perimeter firebreaks. The perimeter fire breaks should also be considered for phase out over a short period of time as preventative burning is not taking place on the vacant lots.

**MOVED: Chris Gilmour**  
**SECONDED: Alan Lubcke**

**THAT the City of Albany Firebreak Notice be altered so that all urban properties with an area less than 2000m are required to maintain the entire property in a low-fuel state throughout the fire season.**

**Carried 9 / 0**

## 7.3 PROGRESS OF FIRE STATIONS

Robert Fenn reported on the progress of the Fire Stations at the Airport and at Goode Beach. He also raised the question on when planning should be commenced to establish a future station at Torbay Hill.

**MOVED: Ken Johnson**  
**SECONDED: Derek Jones**

**THAT Council commence the process of planning to secure a site to allow for the building of a fire station at Torbay Hill (in the Bornholm Brigade area) in the future.**

**Carried 9 / 0**

## 7.4 TIMING OF BUSH FIRE MANAGEMENT COMMITTEE MEETINGS

There was some discussion about the appropriate dates and timing for the BFMC.

**MOVED: Des Wolfe**  
**SECONDED: Jill Bostock**

**THAT the Bush Fire Management Committee meetings be held at 0830 hrs, on the Wednesday morning four weeks after the Bush Fire Advisory Committee meeting and that they be adjusted only where a meeting will occur during a school holiday period.**

**Carried 9 / 0**

## **8.0 GENERAL BUSINESS**

### **8.1 MEMBERSHIP OF THE BUSH FIRE MANAGEMENT COMMITTEE**

The Committee is a committee of Council, set up in accordance with the Bush Fires Act and the Local Government Act, and it was recommended that the community representation be set according to role, rather than by the making of individual appointments.

**MOVED: Jill Bostock**  
**SECONDED: Des Wolfe**

**That the community representation on the Bush Fire Management Committee is to comprise:**

- **Chief Bush Fire Control Officer;**
- **Deputy Chief Bush Fire Control Officer- North East;**
- **Deputy Chief Bush Fire Control Officer- South West; and**
- **Chairperson of the Bush Fire Advisory Committee.**

**Carried 9 / 0**

### **8.2 GREEN WASTE REMOVAL / BACKYARD BURNING LOCAL LAW**

Robert Fenn advised that the actions taken by the City to introduce controls over backyard burning the open season had not been supported by FESA. There was discussion about the need for the control measure and the benefits to fuel loads and weed management in the City of Albany if green waste was either burnt or transported to the John Street facility. It was suggested that Councillors who are members of the PESP Committee relay the Management Committee's concerns when the item is presented for consideration.

### **8.3 CHANGE TO PROHIBITED BURNING TIME - NORTH EAST SECTOR**

It has previously been resolved through the Bush Fire Advisory Committee that the end date of the Prohibited Burning Time in the North East Sector be ended one week earlier, to be more in line with neighbouring shires.

**MOVED: Chris Gilmour**  
**SECONDED: Alan Lubcke**

**That Council requests that the Fire and Emergency Services Authority Chief Executive Officer change the end date of the Prohibited Burning Time for the North East Sector of the City of Albany from the 15<sup>th</sup> March to the 1<sup>st</sup> March, annually.**

**Carried 9 / 0**

#### **8.4 PALLINUP RIVER ACCESS**

Chris Gilmour thanked Robert Fenn and Ben de Vries for addressing the issue of access to the Pallinup River reserve, as had been raised at the previous Bush Fire Advisory Committee meeting.

#### **8.5 CAMPING AND COOKING FIRES**

Ross Fenwick raised the issue of whether the City of Albany's prohibition on Camping and Cooking Fires should be gazetted to make it legal. Detailed discussion ensued about the pros and cons of gazetting the prohibition and of the City's capacity to police a prohibition. A motion was passed at the March Bush Fire Advisory Committee meeting that camping and cooking fires only be allowed at homes, registered caravan parks and the Cape Riche camping ground. Greg Broomhall advised that the City of Albany is the only local authority on the south coast that does not prohibit cooking and camping fires and there are currently signs on the approaches to the City claiming that camping and cooking fires are prohibited within the District.

**RESOLVED that no alteration to the current City of Albany Bushfire Notice be made in regards to Camping and Cooking Fires.**

#### **8.6 FIREBREAK EXEMPTIONS**

Ken Johnson commented on the inspection of properties that have approved firebreak exemptions. It was suggested that the criteria for the exemptions be reviewed and that any required fire equipment be viewed by the inspecting officers.

#### **9.0 GUESTS OF COMMITTEE**

##### **Greg Broomhall – Department of Environment and Conservation**

Greg highlighted three issues. Firstly, that the City of Albany consider a review and increased training in Incident Management for fire incidents, especially for the first arriving crews. Secondly, that the City of Albany considers establishing a support brigade or unit, with special focus on the communications and catering roles.

DEC are also currently undertaking a community consultation process, reviewing the management of its coastal reserves. Greg suggested that for fire management to be deemed a priority, it is important to receive input to the process from the brigades and City of Albany.

#### **10.0 MATTERS FOR CONSIDERATION**

Mention was made that an unlicensed private vehicle, without doors, was active on the fire ground at the recent Hunwick Road fire. It was suggested that this be raised at the next Bush Fire Advisory Committee and that Incident Controllers ensure that all personnel at a fire incident have the appropriate Personal Protective Equipment and appropriate private vehicles to combat a fire.

**11.0 NEXT MEETING**

The next Bush Fire Advisory Committee meeting will be Monday 12<sup>th</sup> October, 2009.

The next Bush Fire Management Committee meeting will be Wednesday 11<sup>th</sup> November, 2009 at 8:30am

**12.0 CLOSURE**

The Chairperson declared the meeting closed at 11.05am.





## CITY OF ALBANY BUSH FIRE ADVISORY COMMITTEE

Minutes of Meeting held on 27th October 2008 in Council Civic Room

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1. **MEETING COMMENCED AT 7.30PM**  
The Chairperson declared the meeting open at 7.30 pm.
2. **ATTENDANCE & APOLOGIES**  
As per attendance and apology sheet, attached as Appendix 1.
3. **CONFIRMATION OF MINUTES**  
Bush Fire Advisory Committee Meeting 19 March 2008

**MOVED: A Hawley**  
**SECONDED: G Briggs**

**THAT the minutes of the Bush Fire Advisory Committee held on 19<sup>th</sup> March 2008 be confirmed as a true record of proceedings**

**CARRIED**

#### 4. **BUSINESS ARISING**

##### 4.1 **Election of Chief Bush Fire Control Officer for 2008/09**

Nominations are called for the position of Chief Bush Fire Control Officer. *Note:* Persons elected as Fire Control Officers must be ratified by the Bush Fire Management Committee and Council before being formally appointed

**Chief Bushfire Control Officer: Ross Fenwick**  
**NOMINATED: John Bocian**  
**SECONDED: Ken Johnson**

**ELECTED UNOPPOSED**

##### 4.2 **Western Power green domes for power connection to properties**

Ben de Vries contacted Western Power who indicated that it would be difficult to develop a state-wide scheme of marking its 'green domes'. However, Western Power is willing to work locally with one or more brigades to trial methods of more clearly identifying its green domes. The matter was discussed further. Alan Hawley (King River VFBF) indicated that it was not really worth doing for just one brigade. However, the brigade indicated that they were willing to work with Western Power on suggestions and that a steel post would probably be sufficient.

**RESOLVED that King River VFBF would contact Western Power with suggestions for marking Green Domes in its area.**

**4.3 THAT an appropriate Standard Operating Procedure be drafted for dealing with brigade members under the age of 18 years.**

The City of Albany has considered options for a Standard Operating Procedure or strategy for dealing with brigade members under 18 years of age. Unfortunately this is not yet in a draft format and FESA's guidelines regarding brigade members under 18 years of age should be considered as the appropriate standard. Martin Van Dongen requested a copy of these guidelines and Kevin Parsons (FESA) indicated that they are available.

**RESOLVED that Kevin Parsons would provide copies of the guidelines for the City of Albany to distribute to its brigades.**

**4.4 THAT the Restricted and Prohibited Burning Periods for the North East Sector be brought forward by two weeks and, subject to the required approvals being obtained, gazetted by the relevant authorities.**

The City has written to the FESA Regional Office requesting that the dates be changed as stipulated above.

**4.5 THAT the City allocates part of its budget to establish and maintain a system for communicating harvest and vehicle movement bans via SMS messaging to community members who request the service.**

Ben de Vries has investigated a number of options for communicating harvest and vehicle movement bans via SMS. The City is in the process of implementing such a system and will request those interested to sign up for the service soon.

**RESOLVED that brigades collate a list of members who should receive such messages.**

**4.6 THAT the South Coast Brigade be requested to identify the specific sections that could be altered in the Bush Fires Act or the Police Act and that the brigade outline cases where the legislation has failed to achieve an adequate level of conviction.**

The South Coast Volunteer Bush Fire Brigade has not been contacted to secure the information. However, discussions with the WA Police Arson Squad identified the key section of the Bush Fires Act 1954 that is relied upon for significant prosecutions under that Act. Section 32 relates to offences of lighting or attempting to light a fire likely to injure. The offence is further detailed as: "... under such circumstances as to be likely to injure or damage a person or property..." The prosecution case must prove that the defendant is guilty of the offence (likely to injure or damage a person or property) beyond a reasonable doubt. This has been successfully defended in some recent cases. In order to secure prosecutions in the future, FESA and the Arson Squad are pushing to have Section 32 amended. In the meantime, it is essential that sufficient information is gathered about each and every fire incident attended by brigades. This includes recording *any* injuries (even minor) and *any* damage caused to vehicles in attending a fire incident. In doing so, it can help to ensure that the mere act of lighting a fire can be proved to be likely to cause injury or damage.

**4.7 That the Bush Fire Management Committee adopt the policy for the replacement of radio communications equipment within the Volunteer Bush Fire Brigades.**

The radio replacement policy was approved by Council and the installation of the WAERN Radios has commenced. Installations are complete in some areas. Unfortunately, the contractor has also concentrated on other local governments and some areas have been delayed significantly. This is being addressed and all WAERN Radios specified in the Radio Replacement Policy should be installed shortly.

**4.8 Request for additional allocated radios for brigades**

Bornholm VBFB requested that, within the new radio replacement policy, an additional radio be allocated to the brigade's second call-out officer. South Stirlings VBFB requested that, within the new Radio Replacement Policy, an additional radio be allocated for another Fire Weather Officer. These requested have not yet been addressed in the radio replacement policy.

**4.9 Training issues raised by Kalgan VBFB and other comments about the lack of a training calendar or Brigade Training Officers' Meeting.**

A Brigade Training Officer's meeting was held and Training Calendar developed and communicated regularly to brigades, along with other training information. FESA is currently reviewing the off-road driving course and hopefully this information will be finalised soon and suitable for the City of Albany's brigades. Locally, the FESA Great Southern Regional Office is seeking to have some volunteers inducted as trainers in the courses of Introduction to Firefighting, Bush Fire Firefighting, etc. Preliminary contacts have already been made with regard to this.

**4.10 South West Sector Meetings**

Comment was made that South West Sector meetings had not occurred recently. A meeting of the FCO's of the South West Sector has not been organised by the City of Albany, but the FCO's are welcome to organise a meeting of the Sector at a time suitable for those attending.

**4.11 Concern about hazard separation near new subdivisions**

There is a new subdivision located near Mercer Rd and Lower King Rd. This subdivision was approved subject to an approved Fire Management Plan. From July 1, 2008, this area is now in the ESL Category 2 area. Ben de Vries and Kevin Parsons (FESA DM) looked at the proposed Fire Management Plan and the site. Kevin Parsons indicated to the WA Planning Commission that further risk reduction measures would be required for the site, in line with "Planning for Bush Fire Protection". Other subdivisions within the City of Albany's area of fire response are looked at by Ben de Vries or Garry Turner. Recently, the Draft Little Grove Structure Plan had Bush Fire Management considerations included in the document.

Greg Broomhall (DEC) asked if these subdivisions are checked for fire management issues. Ben de Vries answered that he couldn't speak for all subdivisions, but the subdivision on Mason Rd should be OK. Alan Hawley said that access is required on subdivisions and Ben de Vries replied that the subdivision on Mason Rd had sufficient access factored in.

Robert Fenn indicated that there are ongoing maintenance issues with fire management on Nullaki Peninsula and that consideration had been given to having

the City's outside crew assist with Hazard Reduction Burns on City of Albany Reserves.

Joyce Jol asked that information about the location of strategic breaks be communicated to brigades. Garry Turner said that 190 letters had been sent to owners with Strategic breaks on their property to ensure that they were cleared prior to summer.

## **5. GUESTS OF COMMITTEE**

Representatives from Fire and Emergency Services Authority, Department of Environment and Conservation and Plantation Companies have been invited to attend.

## **6. REPORTS**

### **6.1 Fire and Emergency Services Authority**

Kevin Parsons indicated that the WAERN project installations will be finished before summer in the neighbouring Shires of Denmark and Plantagenet and that some Local Governments were fully completed already.

Ken Johnson asked whether there was a link possible between the 101 and 203 channels (Wilyung Hill and Green Range Repeaters). Kevin Parsons said that the technology was still being perfected for installation at the repeaters.

Robert Fenn asked when the state-wide roll-out would occur and that the City of Albany had committed to maintaining the Mid-Band Radio repeaters for 5 years. Kevin Parsons said that the metro roll-out was occurring in late 2008 – now.

### **6.2 Department of Environment and Conservation**

Greg Broomhall mentioned that DEC has produced maps that show the coverage of radio repeaters across the South Coast Region. With other information, these are effectively an initial communications plan.

The contact number for the coming fire season will still be the Duty Officer on 9842 4500 and the Fire Roster started last week.

Greg Broomhall said that procedures for road closures had been refined for the coming fire season. Steve Hall stated that he felt that road closures need some common sense. Greg's response was that due to recent incidents, strict procedures would be implemented for closing and opening roads.

Greg Broomhall mentioned that the Water Bombers would be back in action again.

Vince Hilder provided information on planned burns in a number of areas, including the Stirling Ranges within the Gnowangerup and Cranbrook Shires. Other burns in Albany's area include Little Grove and West Cape Howe, Moorialup Nature Reserve, Waychinicup and Cheynes. Napier VBF requested more information regarding the Moorialup burn.

### **6.3 DCBFCO (SW)**

Ken Johnson provided a printed report that is attached as Appendix 2. K Johnson also noted that the brigades had burns underway. Ken Johnson expressed concern that brigades had been waiting four months for the ESL allocations to be paid.

Ken Johnson commented on the role of the City's Emergency Management Coordinator and that he felt the position was responsible for too many roles to effectively look after the volunteer bush fire brigades. Ken Johnson said that the City required a full-time Bush Fire Brigades officer to manage the ESL, Fiore stations, WAERN project, training, etc.

### **6.4 City of Albany**

Ben de Vries stated that significant issues, such as the acquittal of the ESL and construction of new fire sheds would be covered in detail later in the meeting.

## **7. MATTERS FOR CONSIDERATION**

### **7.1 Firebreak Inspections on Private Property**

#### Introduction:

The Bornholm VBFB feels that firebreak inspections in recent years have been inadequate.

#### Background:

"Over the last two years people with exemptions or optional perimeter firebreaks have received infringement and upgrade notices. Some blocks may not have been inspected because the rangers were unaware of the subdivisions."

#### Points for discussion:

Where landowners with optional perimeter firebreaks or strategic breaks have been infringed, there is naturally some angst felt by those landowners which is then communicated to the brigade. It is unfortunate that some mistakes do happen and if this is the case, the brigade is asked to refer any queries or complaints to the City of Albany Rangers.

The City Rangers do have a spreadsheet of all current Optional Perimeter Firebreaks and Firebreak Exemptions for each brigade area. Strategic breaks are shown on updated mapping.

The Rangers do carry maps when doing firebreak inspections and these will be updated prior to inspections this year. Brigades can also nominate 'problem properties' for attention during the annual inspection.

The brigade has asked that copies of the current information be provided to the FCO. The FCO is able to make a copy of signed forms for Optional Perimeter Firebreaks and Firebreak Exemptions before they are sent to the City. The spreadsheet of each can be given to the FCO.

The Brigade has asked for copies of the infringements to be given to the FCO. The City's legal obligations regarding information confidentiality prevent this from happening.

The brigade has asked that existing exemptions be shown on the rates notices. The software available to generate rates would not support this request and it is likely that

such a notation would go unnoticed (e.g. the Firebreak Notice accompanying the Rates Notice is often consigned to the bin).

Further discussion that occurred:

Paul Wolfe suggested that the City of Albany consider inviting FCO's to attend the firebreak inspections with the Ranger doing the inspections.

Robert Fenn mentioned that several years ago FCO's did accompany the Rangers on inspections, however, organising this took a lot of time and was difficult. Also, a degree of nepotism crept into the regime - with prosecutions, it is the ranger who must stand in witness box. Robert Fenn stated that he would prefer a list of properties of concern to be sent to the City.

Alan Hawley mentioned that by going with Ranger, FCO's learn the areas and there is a clear advantage in doing this.

Wayne Birss commented that he felt that the option should exist for Rangers to take FCO's.

Ken Johnson mentioned that he had accompanied Garry Turner on inspections previously. Ken felt that there was no pressure on Rangers and that if the FCO's were not present during the inspection, then the FCO's would not know the area quite as well.

Cllr Jill Bostock commented that it makes sense that a brigade representative accompany the ranger and could see benefits in this happening.

Garry Turner stated that he felt there would be no problems in the Rangers having FOC's on board.

**MOVED :Paul Wolfe**

**SECONDED: John Bocian**

- 1) THAT the City provides copies of the spreadsheets and maps showing current Optional Perimeter Firebreaks and Firebreak Exemptions to the FCO for each Brigade Area.**
- 2) THAT brigades provide to City Rangers a list of properties considered to be hazardous prior to 1<sup>st</sup> December each year.**
- 3) THAT the option is provided to brigades for the Fire Control Officer or a suitable representative to accompany City Rangers while conducting annual fire break inspections.**

**CARRIED**

## **7.2 Radio Communications Plan**

Note: In the agenda that was previously faxed and emailed, the agenda item from King River VBFB was edited to facilitate the meeting. After the agenda was emailed, King River VBFB requested that their submission be included in the agenda word-for-word. The email from King River brigade is attached as Appendix 3.



### **Agenda Item Submission Form**

Date of Meeting: 27<sup>th</sup> October 2008  
Submitted by: King River Bush Fire Brigade  
Subject: Radio Communication Plan

#### **Introduction:**

A Communication Plan is needed because the introduction of the new high band VHF radios has not been fully implemented

#### **Background:**

New radios cannot communicate with old radios on simplex. Due to hand helds not being issued, some brigade owned radios still being on the old radio band and old pagers still being used, DEC radio bands not yet known (old or new), Tree Companies still using the old radios in their fire units there is likely to be some confusion with communications on a fire site until the full implementation of the new radio system.

#### **Points for discussion:**

Due to new hand helds possibly not being issued in time for the fire season:

On Simplex:

- i) the old hand helds and old radios cannot communicate with the new radios on simplex. If the fire has sectors there will be problems
- ii) Deputy Fire Chief cannot talk to the Brigades on simplex
- iii) Units coming to the fire site from other organisations whose vehicle only has an old radio cannot liaise with the brigades if they are on simplex
- iv) On the fire scene, units with only old radios or units with both new and old radios need a plan so that personnel know which radios to use and on what channel.

Through the repeater on channel 34 or 101 there is no problem but once we go to simplex communications will break down

**MOVED: Alan Hawley**

**SECONDED: Graham Briggs**

**THAT a committee be set up (including South West Sector, North East Sector, City and DEC) to organise and implement a communications plan before the coming fire season.**

**CARRIED**

Suggested committee members were:

North East Sector: Chris Gilmore and Alan Lubcke

South West Sector: Ken Johnson, Ross Fenwick, Alan Hawley

DEC: Greg Broomhall

FESA: Kevin Parsons

Plantation Industry – discuss Communications issues outside of that committee.

### **7.3 Emergency Services Levy Funding and Acquittals**

#### **Introduction:**

There has been difficulties in both acquitting the City's Emergency Services Levy Operating Grant and delays in allocating funds to the City's brigades.

Background:

It is understood that in some recent years, brigades have not been specifically requested to provide an acquittal against the funding provided to them through the Emergency Services Levy. Additionally, the position of Treasurer in some brigades has changed and there are some misunderstandings as to what the Emergency Services Levy Operating Grants entail and how these funds should be appropriately managed. This has resulted in difficulties in acquitting the City's ESL Operating Grants to the Fire and Emergency Services Authority and caused delays in allocating funds to brigades for the 2008/09 financial year.

Points for Discussion:

Appropriate information should be shared and discussed with the brigade treasurers and secretaries in a separate meeting called for that purpose.

Further Discussion that occurred:

Robert Fenn stated that the ESL acquittals are problematic and that it has been over 3 years since he had met with the Secretaries and Treasurers to explain the ESL processes. As such, there was a need to meet with the administration officers ASAP.

Robert Fenn stated that if expenditure cannot be acquitted within the guidelines for the expenditure of the ESL, then such costs must come out of City's budget rather than the ESL. Robert Fenn suggested meeting meet with the brigade Secretaries and Treasurers after the brigade elections.

Wayne Birss asked what will happen with regard to ESL payments in the meantime. R Fenn stated that those brigades with straight-forward ESL acquittals would be paid straight away.

**MOVED: John Bocian**  
**SECONDED: Lance Flett**

**THAT the Treasurers and Secretaries of the City of Albany's Bush Fire Brigades meet with the Executive Director Development Services to specifically discuss the management of the Emergency Services Levy Operating Grants.**

**CARRIED**

#### **7.4 Vehicle Replacement Schedule**

Introduction:

There have been delays in the schedule for the replacement of fire appliances in the City of Albany. This has caused frustration for some brigades.

Background:

There have previously been in-depth discussions between the City of Albany, it's Volunteer Bush Fire Brigades and the Fire and Emergency Services Authority regarding the justifiable placement of vehicles across the City of Albany and the replacement schedule for these vehicles. Due to factors outside of the City's control, there have been significant delays in the delivery of expected vehicles and extensions within the vehicle replacement schedule. Additionally, there have been some minor changes within the schedule that have had significant ramifications to the expected delivery of new vehicles.

Points for Discussion:

There have been changes in the document that have affected expected delivery dates. The City's Emergency Management Coordinator is working to clarify the schedule and ensure that the relevant current vehicles will be replaced by the appropriate type of vehicle within a reasonable time frame.

Further discussion that occurred:

Ken Johnson mentioned that some of the City's aging fleet required major work. Another query was raised about the number of Land Rovers remaining in the fleet and concern about their propensity to break axles. It was stated that there are only 3 Land Rovers still in the fleet and that new Light Tankers are all Toyota Land Cruisers.

**MOVED: Paul Wolfe**

**SECONDED: John Bocian**

**THAT the City of Albany clarifies the fire appliance replacement schedule as previously agreed to between the brigades, City of Albany and FESA and that the City continues to push for the urgent replacement of its aging vehicles.**

**CARRIED**

**7.5 Policy on the Procedure for the Nomination of Volunteers for National Service Medals**

Introduction:

A Draft Council Policy for the Procedure for the Nomination of Volunteers for National Service Medals that requires endorsement by the City of Albany's Volunteer Bush Fire Brigades through the Bush Fire Advisory Committee.

Background:

It has been identified that the City of Albany should have a policy in place for the appropriate procedures for the nomination of Volunteer Bush Fire Firefighters for National Service Medals. The Draft policy is attached as Appendix 4.

Points for Discussion:

This draft policy simply outlines the straightforward procedures for the nomination of volunteers for a National Service Medal.

Further discussion that occurred:

Joyce Jol queried point 9.2 of the proposed policy that states "Members recommended for recognition should not be informed of their nomination" and that in some circumstances, information supporting the nomination could only be obtained by contacting the nominee.

**MOVED: Martin van Dongen**

**SECONDED: Ken Johnson**

**THAT the Committee endorse the Draft Council Policy for the Procedure for the Nomination of Volunteers for National Service Medals**

**CARRIED**

## **8. INFORMATION TO BRIGADES**

The Emergency Management Coordinator provided information to the meeting on the following matters:

### **8.1 Fire Station Construction and Maintenance**

Ben de Vries noted that work was progressing on the completion of new Fire sheds for the Highway VBFB and South Coast VBFB – at Goode Beach. However, there had been unanticipated complications in the process with each building.

### **8.2 Emergency Contacts and Resources Register for 2008/09**

The Resources Register is currently being reformatted and updated and will be provided to brigades when completed.

### **8.3 Fire Incident Reporting and Arson Investigation**

Ben de Vries informed brigades that Police should be contacted immediately if there was a possibility that their services would be required. As per the Department of Environment and Conservation's moves, the City's Bush Fire Brigades should contact Albany Police to inform them of any fire that is deemed to be Level 2. This means that if attendance for investigation or road closures is required, the police have a heads-up.

Additionally, police should be called out to investigate any fire incident that is suspicious, even if an obvious cause is not apparent. By doing this, it helps to develop a more detailed picture of potential arson patterns.

### **8.4 Static Water Supplies – Hard Suction Connections**

Bornholm VBFB had enquired about what are the appropriate fittings for Static Water Supplies (water tanks). The information provided to the brigade is attached as Appendix 5.

### **8.5 Emergency Services Directory development**

Ben de Vries mentioned that a workshop to discuss the Emergency Services Directory for the Great Southern Coastal would be held on November 6, 2008.

### **8.6 Hydrant Servicing**

The City of Albany has recently obtained accurate spatial data from Water Corporation on the location of its hydrants – especially outside the Fire and Rescue Service District. There are new hydrants being installed in subdivisions further from the town area and the new spatial information will help the City maintain its hydrants and repair damaged ones.

### **8.7 Firebreak Notice**

Ben de Vries mentioned that he had received a lot of negative feedback on the previous firebreak notice, but little on the updated and reformatted document and asked if it was worth the effort? A number of brigade members commented that yes, the new format was better than the previous. The Firebreak Notice is available on the City's website in a PDF format.

**MOVED: Morgan Souness**  
**SECONDED: Martin Van Dongen**

**THAT the information provided to brigades be accepted and distributed to brigade members as necessary.**

**CARRIED**

## **9. GENERAL BUSINESS**

### **9.1 Concern about the external radio speakers on appliances.**

Introduction:

The outside speakers on all units do not work on the new radios.

Points for Discussion:

In conjunction with developing a communications plan consideration needs to be taken into account that the outside speakers will not work with the new radios. It is very important that outside speakers work as most units do not have a driver sitting behind the wheel all the time, they are often out at the pump or doing something else and we rely on the outside speakers to notify us that we are being called on the radio. No outside speakers is a safety issue. We have reported this fault some time ago and have requested information regarding this problem but so far no response.

Further discussion that occurred:

The matter was discussed and put to a vote. Kevin Parsons also noted that if the battery on the vehicle is low, the dual-band radios may switch on.

**MOVED: Alan Hawley**  
**SECONDED: Ken Johnson**

**THAT this problem be rectified or incorporated in the communication plan already in the agenda immediately as the fire season is now upon us.**

**CARRIED**

### **9.2 Proposed Permits in Urban Areas during open season**

Points for Discussion:

(The following was copied verbatim from a supplied email)

It has been brought to our attention, by DCBFCO, that the City of Albany has begun the implementation of this policy, which directly affects the South Coast Brigade and portion of the King River and Kalgan Brigades. There have also been suggestions of smoke problems in Torbay Brigade area that could indicate further expansion of this policy. The brigades would like to know what the City plans are regarding further expansion of this policy. The "Permits in Urban areas" policy was spoken about briefly by Steve Gray at the South West Sector meeting on 13<sup>th</sup> August 2007.

These types of proposals that affect the Bush Fire Brigade Volunteers directly should be put forward in a forum (Advisory Meetings) where the Volunteers can discuss and have some say in the matter before the City commences implementation of the plan.

It seems that the Council has already put this proposal to the State Government but the State Government have requested that the City channel the request through the appropriate authority being FESA.

If the City wants to implement this in FRS area, this does not affect Bush Fire Brigade volunteers but if the City wants to implement this outside the FRS area, the

Rangers will have to be responsible for investigating all smoke sightings and extinguishing the fires as the Brigades are not prepared to have to be on call for fires that are not a threat to the community during the open fire season.

The general consensus of several brigades seems to be that we, as volunteers, have not got the time or the inclination to chase smoke all winter and spring.

The brigades should not have to handle anything but 000 or emergency calls during the winter/spring period.

Further to the issue of OH & S. FRS and other emergency workers are on a roster system, this allows the member to have down time, as volunteers we are on call 24 hrs 7 day during fire season even when there is a large brigade, this is a real issue that affects brigades. This is a serious health concern to members, the proposal will only enhance this problem. Due to our members commitments call out rosters work to a certain degree. If the city implements this proposal they will have a legal nightmare on their hands as our members succumb to stress related ailments.

If this proposal is implemented people will call "000" and that will means we will have to respond.

Rangers do not have the resources to enforce the proposal so by default brigades will end up taking on this role.

Further discussion that occurred:

Derek Jones spoke about the impracticality of the proposal and its imposition on volunteers. Robert Fenn mentioned that the original intention was to limit excessive smoke pollution, following numerous public complaints. Jill Bostock queried when the proposal had been put to Council. Paul Wolfe stated that under the Bush Fires Act, an FCO may take appropriate measures for controlling or extinguishing a bush fire. Jill Bostock queried whether the proposal was limited to the size of the block and whether it could be policed.

**MOVED: Alan Hawley**  
**SECONDED: Ken Johnson**

**THAT the City of Albany Volunteer Bush Fire Brigades do not want to be involved with permits during the open season and that any proposals by the City that involves the volunteers should be brought to the Advisory Meeting before implementation.**

**CARRIED**

### **9.3 Advisory Meetings to be held on set days each year.**

Points for Discussion:

(The following was copied verbatim from a supplied email)

All Advisory Meetings should be held on a nominated date so that brigades and other agencies are aware, well in advance, when the meetings are going to be held.

The date of the Advisory Meeting needs to be notified to the Brigades 4 weeks before the date of the meeting, agenda item submissions should be received by the City within 1.5 weeks of the notice of the meeting and the agenda should come out 2 weeks before the meeting so that all brigades have the opportunity to discuss the items at their own meetings.



In 1998 (approx) these dates were arranged to fit around farming practices and were voted in by the Advisory Meeting. Previous to that they were held every 3 months on a regular basis:

- 2<sup>nd</sup> Monday of February
- 4<sup>th</sup> Monday of April - BFAC
- 2<sup>nd</sup> Monday of August
- 2<sup>nd</sup> Monday of October.-BFAC

Approx 2 years ago it was changed to only 2 meetings a year (April and October), the other 2 meetings were to be organised for the North East and the South West independently

**MOVED: Alan Hawley**  
**SECONDED: Graeme Briggs**

**THAT the Advisory Meetings are held on these prearranged dates unless there are unforeseen circumstances (eg. Wildfire, Easter)**

**CARRIED**

#### **9.4 Vehicle Servicing**

Concern was raised about the standard of vehicle servicing being completed by Albany City Motors. It was stated that it is preferable for vehicles to be serviced by the manufacturer's service agent. In addition, any issues with pumps were being taken elsewhere.

#### **9.5 CBFCO**

Ross Fenwick mentioned that as the newly appointed CBFCO, he would try to get to a meeting of each brigade over the next 12 months.

#### **10 NEXT MEETING**

TBA – close to the 4<sup>th</sup> Monday of April.

#### **11 CLOSURE: 9.42pm**

## Appendix 1 – Attendance and Apologies Sheet

ATTENDANCE		APOLOGIES	
Ben de Vries	CoA	Craig Nelson	Kojaneerup VBFB
Morgan Sounness	Gnowellen VBFB	Terry Bradshaw	Kojaneerup VBFB
Lance Flett	Redmond	Peter Moir	Gnowellen
Kevin Martin	Youngs	Steve Fullarton	South Stirling
Graham Briggs	Redmond		
Wayne Birss	King River		
Helen Gee	Kalgan		
Andrew Marshall	Torbay		
Phillip Marshall	Torbay		
Alan Hawley	King River		
Ivan Swallow	South Coast		
Ken Johnson	DBFCO - NE		
Chris Gilmour	Wellstead		
Alan Lubcke	Manypeaks		
Paul Ashton	ITC		
Rob Buegge	CoA - Kalgan Ward		
Vince Hilder	DEC		
Derek Jones	South Coast		
John Bocian	Kalgan		
Ross Fenwick	Kalgan		
Brian Davis	King River		
Colin Daubert	South Coast		
Harry Smith	King River		
Kevin Parsons	FESA		
Greg Broomhall	DEC		
Steven Hall	Wellstead		
Martin van Dongen	Highway		
Laura van Dongen	Highway		
Paul Wolfe	Bornholm		
Joyce Jol	Bornholm		
Laurie Nissan	Bornholm		
Graeme Pyle	South Stirling		
Phil Griffiths	Redmond		

## SW DFCO REPORT

Our fire season has already started in the SW sector with numerous Hazard reduction burns that have successfully been conducted and while conditions are right, I'm sure there will be more to come.

As Most will be aware, the restricted fire season and SW sectors daily radio scheds start on the 9<sup>th</sup> of November with all permits to be logged on the permit website.

Tonight, we have an agenda item that has been waiting for some time to be resolved..... ESL Funding

As funds from the previous year's allocation of ESL funds must be expended by 30<sup>th</sup> of June, and to have to wait 4 months for ESL funds, (which are required to effectively cover expenses) **is not on.**

As with this problem and other's that have arisen in the past few month's it can be seen that the **EMERGANCEY MANNAGMENT CORDINATOR** has far to many role's to play to efficiently look after the bushfire volunteers as is needed.

We are volunteers! Our time is very valuable to us! We are prepared to under take basic maintenance of the fire units! We are prepared to respond to fire calls . BUT we must be adequately supported by our local government. This means a full time Bushfire Administration Officer, someone to sort out all the problems that have been plaguing the brigades in the past. Keep the position basic and focused on the bushfire brigade problems i.e. ESL. Fire Stations / Goode Beach ,Highway. WAREN Radio System installations, Training, ETC.

Tonight I hope we can resolve this problem once and for all. Ken Johnson DFCO SW.

## Appendix 3 – Email from King River VBFB

### Ben De Vries

---

**From:** Alan & Helen Hawley [ahhawley@omninet.net.au]  
**Sent:** Saturday, 18 October 2008 6:39 PM  
**To:** Ben De Vries  
**Cc:** Peter Browne; Andy Roberts; Brian Davis; Brian Green; Daniel Moon; Daryl McGlade; Harry Smith; Ivan Trigwell; Ken Beatty; Mike Talbot; Milton Maisey; Narelle Wray; Narelle Wray (Work); Neville Coe; Peter Haywood; Quentin & Kristen; Rob Hetherington; Ron McCracken; Ron Pearson; Sandy Lyon; Simon Whitfort; Tony De Rossi; Warren Bennett; Wayne Birss; Ken and Bev Johnson; Ross Fenwick (Kaigan VBFB)  
**Subject:** Submission Item for Advisory Meeting  
**Attachments:** Agenda Item Submission Form - Radio communication plan.doc

Good Afternoon Ben,

Our brigade received the Agenda for the Advisory Meeting on 27th October, including our submission regarding the Radio Communication Plan.

We are not sure why you chose to rewrite the submission, however in the rewriting you have missed the point which we were trying to make.

Firstly, the Communications Plan is a High Priority because the WAERN Radio network will not be fully implemented within our own Fire Brigade agency (because the handheld radios are not being issued) before this years fire season gets off the ground.

Secondly, We are not talking about communication problems with different agencies, we are talking about communication problems within the Fire Brigade agency itself.

Thirdly, "No portable radios" (quote from your rewritten submission) does not "limit" the possibility of using simplex channels, it does not **allow** simplex channels to be used between the old and new radios. Simplex is used at major fires where there is more than one sector so that each sector has its own communications. It also is used where more than one brigade has a fire so that the main band is left quiet and available for the rest of the network should another emergency arise.

The whole point of the submission is that Simplex cannot be used between key personnel of the Fire Brigades (DCBFCO, FCOs and DFCOs), who only have the WAERN radios in their homes and vehicles, and members of the brigade at a fire who are operating on a simplex channel on the old radios.

All these problems are an integral part of any communication plan.

To amend the agenda, please forward our original submission together with this email to all brigades as soon as possible.

Andy Roberts  
Chairman  
KING RIVER FIRE BRIGADE



# Council Policy

## Procedure for the Nomination of Volunteers for National Service Medals

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## Objective

1. After an appropriate period of service to the community, emergency service volunteers may be eligible for the receipt of a National Medal from the Australian Federal Government. The nomination of recipients must be submitted through the City of Albany, to the Fire and Emergency Services Authority (FESA) for approval by the Attorney General's Department.
2. The Reward and Recognition Coordinator role within FESA is part of the Volunteer and Youth Services Branch of Human Services and is responsible for ensuring that all of the various honours, awards and medals processes are undertaken in accordance with relevant policy guidelines and procedures.
3. The City of Albany relies upon Bush Fire Brigade and State Emergency Service volunteer personnel to submit nominations for National Awards and this policy provides the agreed framework for those nominations.

## Scope

4. This policy applies to the awarding of the National Service Medal and National Service Clasps pursuant to the *National Medal Regulations 1999*.
5. This policy also applies to the nomination of persons for Bravery Decorations.
6. The policy relates to persons who have undertaken an initial continuous period of service of fifteen (15) years and subsequent continuous periods of service of ten (10) years as an emergency service volunteer.

## Acronyms

**FESA** – Fire and Emergency Services Authority of Western Australia.

**VBFB** – Volunteer Bush Fire Brigade operating with the City of Albany.

**CBFCO** – Chief Bush Fire Control Officer appointed by the City of Albany.

**CEO** – Chief Executive Officer of the City of Albany

**Secretary** – Secretary of VBFB

**Manager** – Regional Manager FESA

## Policy Statement

7. Award of Medal:  
The Medal may be awarded to a person if;
  - i. The person has given eligible service as a volunteer to a **VBFB** for a period determined in accordance with section 11, that comprises;



- a. a single period of 15 years; or
      - b. periods that in total amount to 15 years; and
    - ii. at least one day of that eligible service was given on, or after the 14<sup>th</sup> February 1975.
8. Award of Clasp:  
A Clasp may be awarded to a person who has been awarded the Medal for each period of eligible service as a member of the **VBFB** in addition to the period mentioned in section 7, that comprises;
- i. a single period of 10 years; or
  - ii. periods that in total amount to 10 years.
9. Nomination Process:
- 9.1 A brigade member may forward to their **VBFB** a request for the nomination of a member for a service medal or clasp and the **VBFB** shall review that nomination and determine if the member has achieved the required level of service.
- 9.2 Members recommended for recognition should not be informed of their nomination.
- 9.3 Progression of an application for the award of a Medal or a Clasp cannot be made except on the recommendation of the **Secretary**, on behalf of the **VBFB** where the person is a member, and shall verify that the member has provided eligible service or, where the person has been a member of more than one Volunteer Bush Fire Brigade to achieve the required level of eligible service, the secretaries of each of the relevant Volunteer Bush Fire Brigades from within Australia. The nomination shall be in the form in Appendix 1, unless amended through Regulation, together with an outline of the service history of the person nominated for the award.
- 9.4 Nominations are to be submitted from the **VBFB** to the Emergency Management Coordinator at the City of Albany and receipt of the nomination is to be verified by the **CBFCO** in the form attached as Appendix 2.
- 9.5 On an annual basis, the **CEO** will be requested by **FESA** to forward nominations for the awarding of a Medal or Clasp, and the **CEO** will endorse and submit the received nominations where the requirements of sections 9.3 and 9.4 have been fulfilled.
- 9.6 The **CEO** will not endorse or forward a nomination at section 9.5 where the service sought to be counted for the Award or Clasp to a person consists of service in more than one Volunteer Bush Fire Brigade unless the **CEO** is satisfied that the person's service in all of the Volunteer Bush Fire Brigades is eligible service
- 9.7 The endorsed nomination will be forwarded by the Emergency Management Coordinator to the **Manager** for verification of eligibility for award according to the prevailing regulations.
- 9.8 The **Manager** will sign each nomination and indicate approval of nomination and forward the request with supporting documentation to FESA's Human Services Division.
- 9.9 The **FESA** will forward nominations to the Honours Secretariat in Canberra for approval.
10. Eligible Service:  
Service in a **VBFB** is eligible service if, in the opinion of the **VBFB** and the **CBFCO** the service given by the person has been conscientious and of a good standard and, in the performance of the service, the person showed good conduct as a member of the **VBFB**. Service shall not be confined to activities on fire grounds and can include

service associated with the administration and operation of the **VBFB** or emergency service.

11. Determination of Length of Eligible Service:

11.1 Simultaneous periods of eligible service given to a **VBFB** by a member of the **VBFB** count as a single period of service, where it was incurred in the nominated **VBFB** or several Volunteer Bush Fire Brigades operating within Australia after the nominated date mentioned in section 7(ii).

11.2 Service in a **VBFB** is eligible service if;

11.2.1 It is service by a member to fulfil the primary function of the **VBFB**; and

11.2.2 Throughout the period of that service, the member:

a) has been conscientious and the service is of a good standard; and

b) has shown good conduct as a member of the **VBFB**.

11.2.3 The member has served the **VBFB** diligently

11.3 Where the eligible service comprises a period of service in another state or brigade, that service is required to be verified by the secretary of that brigade as being provided in a voluntary capacity and provided in accordance with section 11.2.

12. Bravery Awards

Nominations for bravery awards are to be submitted to the **CEO** for consideration by the Council of the City of Albany. The nomination shall be accompanied by an appropriate report detailing the actions taken by the individual to warrant the request for the award.

If accepted by the Council of the City of Albany, the request will be forwarded to the FESA Honours and Awards Committee for consideration and recommendation to the Minister for Emergency Services, for submission to the Honours Secretariat, Government House, Canberra.

## Legislative and Strategic Context

13. This policy recognises the legislative requirements outlined in the *National Medal Regulations 1999* and in the *Fire and Emergency Services Authority Reward and Recognition Handbook* (July 2006).

## Review Position and Date

14. Emergency Management Coordinator to review on or before 01/07/2012.

## Associated Documents

- Appendix 1:- Nomination for Award of the National Medal.
- Appendix 2:- City of Albany Award Nomination Checklist.



Our Ref: REL079 / LT8020604  
Cross Ref: ICR8057025  
Your Ref:  
Enquiries: Ben de Vries

3 October 2008

Joyce Jol  
20 May Road  
KRONKUP WA 6330

Dear Joyce

**REQUEST FOR INFORMATION IN RELATION TO THE TYPE OF FITTINGS REQUIRED ON RESIDENTS WATER TANKS ON NEW SUBDIVISIONS WHERE FIRE BRIGADE ACCESS IS A CONDITION**

Thank you for your letter dated 6th May 2008 regarding Static Water Supplies – Hard Suction Connections.

The understanding of the Bornholm Volunteer Bush Fire Brigade that FESA is specifying a standard connection of a 50mm Cam-Lock fitting is unfortunately incorrect. In Brigade Circular 18/2004, FESA announced a then-new standard for Static Water Supplies – Hard Suction Connections.

Static water supplies for bush fire protection (if required as a condition of subdivision, etc.) are to be fitted with a 100mm female Cam-Lock fitting. Domestic water tanks are to be fitted with 38mm female Cam-Lock fittings. I have attached a copy of the circular for your reference.

This information is also published in a pamphlet FESA produced titled "Static Water Supplies and Hard Suction Connections". This is available as a hard-copy pamphlet or as a PDF on the FESA website: [www.fesa.wa.gov.au](http://www.fesa.wa.gov.au). I have also included a copy of this document for your reference.

With regard to requirements or recommendations of the City of Albany regarding static water supplies, I am still trying to find all of the relevant information. While certain subdivision guidelines may have required a certain volume of fire fighting water for the subdivision, there has not always a connection specified. In some circumstances, a female British Instantaneous Coupling (BIC) has been specified, which as you would be aware, is a pressure-fitting and is unsuitable for suction operations.

With regard to neighbouring local governments, the Shire of Plantagenet is following the FESA standard, as detailed above, and the Shire of Denmark is heading in the same direction.

I will endeavour to amend the City's current documented guidelines so that they reflect the FESA standards. I will also communicate the current requirements for hard-suction connections to other brigades, developers and land-holders.

With regard to the provision of adaptors for brigade appliances, the City feels that this is an important issue that needs to be rectified and will endeavour to provide brigades with relevant adaptors. This will require identifying what hard suction connections currently exist, what the appliances are fitted with and then what adaptors are necessary.

For those tanks fitted with BIC connections, I will endeavour to have these changed to a suitable suction fitting.

As for a list of all the properties in the Bornholm Volunteer Fire Brigade district for which a fire-fighting water supply was a condition of subdivision, I do not believe that this information has been previously collated. I will try to do so for you.

I trust that this information is helpful and I look forward in the future to being more certain of the suitability of the static water supply connections across the City of Albany.

Should you have any further queries with regard to this matter, please do not hesitate to contact me on (08) 9841 9363 or via email to bend@albany.wa.gov.au.

Yours sincerely



Ben de Vries  
Emergency Management Coordinator

*Enc.*

1. *FESA BRIGADE CIRCULAR NO: 18/2004 "STATIC WATER SUPPLIES – HARD SUCTION CONNECTIONS"*
2. *"Static Water Supplies and Hard Suction Connections"*

ATTENTION  
BEN



**FESA FIRE SERVICES OF WESTERN AUSTRALIA**

**File 00925**

**8 April 2004**

**BRIGADE CIRCULAR NO: 18/2004**

**STATIC WATER SUPPLIES - HARD SUCTION CONNECTIONS**

Static water supplies are used by firefighters in areas where there is no reticulated water supply or in situations where a water tank has been specified for a particular asset regardless of the presence of a reticulated water supply. The types of water supply are categorized as follows:

- Category A: Static water supplies for structural fire fighting as requested by the FESA Fire Safety Branch in accordance with the requirements of the Building Code of Australia (BCA) and Australian Standard 2419. The supply may be from tanks, dams, reservoirs, rivers, lakes, bores or seawater.
- Category B: Water tanks providing static supply in accordance with "Planning for Bush Fires" guidelines.
- Category C: Private domestic (household) water tanks at urban bush-land interface localities and in bushfire areas.

FESA has previously recommended that where the Fire Service was required to access static water supplies (including water tanks) by hard suction connection, 125mm Storz connections for buildings in the Perth Metropolitan or other urban area and 75 mm Storz for the rural areas were to be installed. This arrangement for country areas was adopted to best serve the needs of Local Government BFB's, which are in many situations the Hazard Management Agency (HMA).

These arrangements have been re-evaluated by a composite working group and the Fleet and Equipment Steering Committee (F&ESC) and will be implemented in line with the following F&ESC recommendations:

1. All required static water supplies (Category A), including water tanks and booster systems for structural fire fighting purposes to be fitted with 125mm Storz couplings & full flow valves.
  - Examples of full flow valves are: outside screw & yoke wheel gate valves (to AS 3579) or approved butterfly valves.
  - For all BCA applications, further information is available in FESA Fire Safety Branch Guideline document No. GL08 "Hard-suction connections" [FESA Intranet (FS Net Operations - Community Safety)] or by contacting the FESA Fire Safety Branch on 93239300.
2. Static water supplies for bush fire protection (Category B) - to be fitted with 100mm female cam-lock fitting with full flow valves where applicable in accordance with Planning for Bush Fire (To be revised).
3. Domestic water tanks (Category C) - to be fitted with 38mm female cam-lock with full flow valves.

T:\Barry Moore\circulcirculars 2004\Hard Suction Connections.doc



# **MINUTES**

## **BUSH FIRE ADVISORY COMMITTEE**

**Held on  
Monday, 30 March 2009  
7:30 pm**

**Council Civic Room**



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**DECLARATION OF OPENING**

The Chairperson declared the meeting open at 7:35pm.

**1.0 ATTENDANCES**

Derek Jones	South Coast (Chairperson)		
Robert Fenn	City of Albany	Phillip Marshall	Torbay
Ben de Vries	City of Albany	Andrew Marshall	Torbay
John Bocian	Kalgan	Steven Hall	Wellstead
Helen Gee	Kalgan	Alan Hawley	King River
Tom Collins	Napier	Ross Fenwick	CBFCO
Sue Collins	Napier	Ken Johnson	DBFCO
Alan Lubcke	Manypeaks	Paul Wolfe	FCO Bornholm
Terry Bradshaw	Kojaneerup	Joyce Jol	Sec Bornholm
Craig Nelson	Kojaneerup	Ted Rastrick	Capt Bornholm
Graeme Pyle	South Stirling	Laurie Nissan	DFCO Bornholm
Ian Smith	Green Range	Vince Hilder	DEC Albany
Luke Bennett	South Stirling	Sandy Wells	SCVBFB
Chris Gilmour	Wellstead	Ivan Swallow	SCVBFB
Morgan Souness	Gnowellen	Martin Van Dongen	FCO Highway

**2.0 APOLOGIES**

Dale Ferguson	Elleker	Peter Moir	Gnowellen
Karen Wellstead	Elleker	Kevin Martin	Youngs
Kevin Parsons	FESA	Chris Norton	Highway

**3.0 CONFIRMATION OF MINUTES OF MEETING 27 OCTOBER 2008**

**MOVED: Alan Lubcke**  
**SECONDED: Ken Johnson**

**THAT the minutes of the Bush Fire Advisory Committee Meeting held on 27 October 2008, as previously distributed, be confirmed as a true and accurate record of proceedings.**

**Carried**

**4.0 BUSINESS ARISING**

**4.1 ELECTION OF OFFICER BEARERS FOR 2009/10**

Nominations were called for the following positions Those persons elected must be ratified by the Bush Fire Management Committee and Council before being advertised.

**Chief Bushfire Control Officer**

**Nominated:** Ross Fenwick  
**Moved:** John Bocian  
**Seconded:** Ken Johnson

**Carried**

**Deputy Chief Bush Fire Control Officer (South West)**

**Nominated:** Ken Johnson  
**Moved:** Ross Fenwick  
**Seconded:** John Bocian

**Carried**

**Deputy Chief Bush Fire Control Officer (North East)**

**Nominated:** Chris Gilmour  
**Moved:** Allan Lubcke  
**Seconded:** Morgan Souness

**Carried**

**Senior Bush Fire Control Officer (South West)**

**Nominated:** Kevin Martin  
**Moved:** Ken Johnson  
**Seconded:** Sandy Wells

**Carried**

**Senior Bush Fire Control Officer (North East)**

**Nominated:** Alan Lubcke  
**Moved:** Steven Hall  
**Seconded:** Chris Gilmour

**Carried**

**Fire Weather Recording Officers**

**Nominated** S Hall  
C Norton  
A Marshall  
B Lester  
J Bocian  
J Hood  
K Martin  
J Whitem  
C Gilmour  
M Sounness  
I Smith

**Moved:** Ken Johnson  
**Seconded:** Sandy Wells

**Carried**

### **Radio Schedule Officers**

**THAT all Fire Control Officers of both the South West and North East sectors be appointed as Radio Schedule Officers.**

**Moved:** John Bocian  
**Seconded:** Ken Johnson

**Carried**

### **Chairperson Bush Fire Advisory Committee**

**Nominated:** Martin Van Dongen  
**Moved:** Alan Lubcke  
**Seconded:** Ken Johnson

**Carried**

### **Deputy Chairperson Bush Fire Advisory Committee**

**Nominated:** Graeme Pyle  
Nomination Declined  
**Nominated:** Morgan Sounness  
**Moved:** Ross Fenwick  
**Seconded:** John Bocian

**Carried**

## **4.2 ADVISORY MEETINGS MEETING DATES (FROM MINUTES 27/10/08)**

Members raised concern over the information supplied prior to the meeting and noted that;

- The agenda for the BFAC needs to be distributed a minimum of two (2) weeks prior to the meeting.
- The minutes from the previous BFAC meeting need to be distributed to brigades within four (4) weeks of the meeting.

## **4.3 FIREBREAK INSPECTIONS ON PRIVATE PROPERTY**

It was noted that from the motion passed at the previous committee meeting that only one point had been completed. The motion reads as follows:

- THAT the City provides copies of the spreadsheets and maps showing current optional perimeter firebreaks and firebreak exemptions to the FCO for each Brigade Area.
- THAT brigades provide to City Rangers a list of properties considered to be hazardous prior to 1<sup>st</sup> December each year.
- THAT the option is provided to brigades for the Fire Control Officer or a suitable representative to accompany City Rangers while conducting annual fire break inspections.

It was discussed that Point 1 and 2 have, as yet, not been completed. Some FCO's, did join the Rangers on the firebreak inspections and this appears to have been successful. Concern was raised regarding optional breaks and exemptions, about the brigades being asked to record information onto maps and whether the City of Albany had this information.

R Fenn advised that maps used by the Rangers, showing the properties that have exemptions and optional perimeter fire breaks was being digitised and would be sent to brigades when completed. In addition to verifying the information on the maps, brigades will be asked to mark the location of recent fires and these will be added to the electronic data base.

## **5.0 GUESTS OF COMMITTEE**

Representatives from Fire and Emergency Services Authority, Department of Environment and Conservation and Plantation Companies were invited to attend.

## **6.0 REPORTS**

### **6.1 CBFCO**

Ross Fenwick noted that there was limited logistical support at the Hunwick Road fire and suggested that a future pool of members be created to assist the Incident Controller, Incident Management Team and Sector Commanders. Ross suggested that this pool could be formed into an Incident Control Unit and trained appropriately in AIIMS.

Ross also suggested that the Incident Control Van should be used for prescribed burns during winter to familiarise members with the activities within the van.

### **6.2 City of Albany**

Ben de Vries apologised for not having minutes of the previous meeting available earlier. Ben also explained that with the departure of the Senior Ranger, a number of fire management functions that were covered by the Senior Ranger are now covered by the Emergency Management Coordinator.

The City of Albany is currently undergoing an internal review with resultant changes in the areas of reserve planning, emergency management and rangers to be expected. Other positive changes are occurring and there is now a desire in the organisation for staff to form part of an Incident Management Team.

Robert Fenn noted that the State Government was aiming at 3% cuts in expenditure and the City of Albany is likely to follow suit. As with other State Government expenditure, there is a possibility that the ESL operating budgets will be cut as well and brigades should be prepared to limit their budgets and expenditure.

### **6.3 Department of Environment and Conservation**

Vince Hilder advised that, due to Government financial tightening, two ranger positions have not filled in the Stirling Range and Porongurup National Parks. The previous fire season was rather quiet, with less than 10 fires attended by DEC in each of the Albany and Esperance Districts. Vince thanked the City for its help with recent incidents.

Vince also outlined the following:

- DEC has approximately hazard 30 reduction burns planned for Autumn 2009 including a number in the Stirling Ranges.
- DEC is undertaking further training in the new WAERN radios and had developed a communications plan of the available channels for the South Coast Region
- As part of its incident management planning, DEC is considering establishing forward bases for communications and an incident management team, especially in areas such as the Fitzgerald River National Park.

John Bocian asked about hazard reduction burns in the Kalgan area and Vince confirmed that one is planned for the Water Corporation's Angove Creek Reserve.

**MOVED: Ross Fenwick**  
**SECONDED: Ken Johnson**

**That the City of Albany make available the Incident Control Van to Brigades to Fire Control Officers for Incident Control Training within brigades.**

**Carried**

## **7.0 MATTERS FOR CONSIDERATION**

### **7.1 Pallinup River Fire Access Tracks (Gnowellen VBFB)**

Introduction:

Gnowellen VBFB requests fire appliance access along the Pallinup River.

Background:

The land either side of the Pallinup River is crown land and the responsibility of the City of Albany. Currently there are two points where vehicles can cross the Pallinup River - one at Grieves Hill and one crossing private farm land. There are no tracks going along the river providing access. In case of fire, there would be major logistical problems.

Points for Discussion:

That the ownership of the various parcels of land along the river is identified, whether it is private, City of Albany, DEC or UCL?

Identify what locations are best for tracks to extend to the river – creating „cells’ of the river reserve.

Recommendation:

That a suitable access track and „cell’ divisions (providing enough width for heavy duty fire trucks) are put in place.

**MOVED: Morgan Sounness**  
**SECONDED: Martin Van Dongen**

**That the City of Albany upgrades the access track to the Grieves Hill Road crossing and that the City of Albany, along with Gnowellen VBFB, investigates options to implement fire appliance access to the reserves along the Pallinup River.**

**Carried**



## 7.2 GPS Ability of new radios (Kalgan VBFB)

### Introduction:

When the new radios were promised, one of the features was their GPS function and the ability of the controlling body to track vehicles at all times.

### Background:

The radios are capable of this function and as a safety issue, should be able to track the vehicles at a fire. In an emergency this could save lives, as well as making the Incident Controller aware of where each unit is at all times.

### Points for Discussion:

### City of Albany staff comments:

In 1998 the Shire of Mundaring introduced a GPS tracking system linked to a computer in its Incident Control Vehicle. Basically, this system received a GPS coordinate and sent this information as part of each outgoing radio transmission. The system is dependent on a number of factors, least of which is a separate communications brigade to manage the information! Additionally, the system requires the software to redistribute the GPS-coordinate information and the computer and associated technology to capture and record this information.

Currently, the City of Albany does not have such a support brigade to manage this information during a fire situation.

### Kalgan Recommendation:

That the City spends the necessary money to purchase software to enable the City to plot positions generated by GPS in the new radios.

### Staff Recommendation:

That:

- a) City of Albany staff investigate if there are systems or software available to relay GPS information from the Tait Dual-band radios back to a central recording system.
- b) The City's Information Technology and Geographical Information Systems experts analyse possible systems, recommend a system and identify the associated costs.
- c) A recommendation to purchase and implement a suitable system is put to Council.

R Fenn said that such a system may be possible, but that the costs may be prohibitive. Alan Hawley proposed an alternate motion:

**MOVED: Alan Hawley**

**SECONDED: Helen Gee**

**THAT:**

- 1. City of Albany staff investigate if there are systems or software available to relay GPS information from the Tait Dual-band radios back to a central recording system.**
- 2. The City's Information Technology and Geographical Information Systems experts analyse possible systems, recommend a system and identify the associated costs.**
- 3. A recommendation to purchase and implement a suitable system is put to Council.**
- 4. The information is presented to the next Bush Fire Advisory Committee meeting in October 2009**

**Carried (1 Against)**

### 7.3 Fatigue Management (Hours at fireground) (Bornholm VBFB)

Introduction:

Guidelines are required to ensure the hours at the fireground are appropriate.

Background:

We are concerned at the length of time firefighters are retained on a fireground, even when replacement crews have been made available.

Points for Discussion:

Many firefighters have „day jobs‘, be it as employees or self-employed. Their commitments outside the brigade must be respected. The firefighters‘ safety must be paramount. Tired people are not safe people.

*City of Albany Fire Management Guideline 62 – Administration – Fatigue Management is attached as Appendix 1.*

Recommendation:

That a SOP be developed to ensure safety, setting recommended maximum time on the fireground.

Staff Recommendation:

That the BFAC review the City’s Fire Management Guideline 62 and endorses a maximum recommended time on the fireground.

Paul Wolfe suggested a split night shift: 6pm – 12 midnight and 12 midnight – 6am  
Vince Hilder mentioned that there were DEC protocols that could also be used as a guide.

K Johnson said that the brigade coordinators are aware of their crews‘ limitations and this can be communicated to the Incident Management Team.

Joyce Jol commented that in recent past incidents, relief crews have been available, but not utilised.

There were queries about whether the procedure should be left open or formalised and Martin Van Dongen said that flexibility is required in the implementation of such a policy. Robert Fenn stated that there is still a duty of care to/from Firefighters and the Incident Management Team.

**MOVED: Ross Fenwick  
SECONDED: Paul Wolfe**

**THAT within the Fatigue Management Guideline 62, under the ‚Procedure (General)‘ heading, the word “recommended” should be inserted, so that the first line reads: ‚In any 24 hour period of work the following schedules and rosters are recommended to be followed”**

**Carried**

**MOVED: Robert Fenn  
SECONDED: Ross Fenwick**

**THAT the Bush Fire Advisory Committee encourage brigade call-out officers to advise Incident Controllers of the maximum time brigade members should be on the fireground.**

**Carried**

#### 7.4 Firebreak Inspections (Bornholm VBFB)

Introduction:

Bornholm brigade was most disappointed in how the City prepared the rangers for the inspection this year

Background:

The brigade officer accompanying the ranger found he had inadequate maps, limited knowledge of exemptions, of sub-division conditions and strategic firebreaks, etc.

City of Albany comments:

Two experienced rangers left the organisation just prior to and during the period of firebreak inspections resulting in a large loss of corporate knowledge. Additionally, the maps provided to rangers for the firebreak inspections were done in a hurry just before an experienced staff member left. The City is putting plans in place to identify spatially all strategic breaks, optional perimeter firebreaks and firebreak exemptions.

This issue was largely covered in Business Arising

**MOVED: Paul Wolfe**

**SECONDED: John Bocian**

**That action is taken to ensure future inspections are carried out by adequately prepared and equipped staff.**

**Carried**

#### 7.5 Fire Reports (Bornholm VBFB)

Introduction:

To what uses is the information gathered used?

Background:

The currently used forms include much duplication, especially if a multi- brigade incident.

Points for Discussion:

The Incident Report forms have been developed by FESA as part of its Fire Incident Reporting System. This is an online system that Career Fire & Rescue have used for a while and which volunteer Fire & Rescue brigades and VES Units have recently started using. Unfortunately, there are no plans at this stage for local government brigades to be incorporated in the online system.

Form A1 is used to report basic information about the fire incident and about the primary brigade that attended. Form E is used to report information from each other brigade that attended the incident. The absence of a large enough comments section has been noted and communicated to FESA.

The City of Albany keeps a copy of every fire report and sends a copy to FESA Reports. The City also records basic details of each incident, including the Incident Number and links this with the specific City of Albany record number. If required in the future, a report can be then be retrieved from the archives.

Neither the City nor FESA has available a web-based format for completing fire reports for local government bush fire brigades. It is possible, however, to create a Word document to complete the report electronically.

**MOVED: Paul Wolfe**  
**SECONDED: John Bocian**

**That an improved format be developed, possibly on-line with brigade consultation.**

**Carried**

## **7.6 New Radios (Bornholm VBFB)**

### Points for Discussion:

The City of Albany bush fire brigades have a large number of radios and it is difficult to justify the large amount of money it costs to maintain the proliferation of radios.

Importantly, the messy use of the main base radio channel is of concern. Currently, the one radio channel is used for fire calls, call-out of brigade members, incident management, scheduled radio checks and general discussion. This has the potential to severely impact of the channel's effectiveness for incident management – its primary role.

Some additional radios are justifiable and may be considered as additions to Council's Radio Replacement Policy. This would include general stores or additional Fire Weather Officers.

### Recommendation:

That the City advises what action is being taken to ensure that current brigade radios are replaced by new radios by the time the dual system will be discontinued.

Steve Hall (FCO Wellstead) said that the North East sector uses UHF for fireground communications and that this is a SW Sector issue.

Sue Collins mentioned that it is important to listen in to the fire channel on the way to a fire.

Tom Collins asked whether it will be possible to purchase new radios that are cheaper than the Dual band radios and Robert Fenn indicated this may be possible for Napier.

Joyce Jol suggested that the Communications Committee that devised the Communications Plan be re-established to consider broader communications issues.

Martin Van Dongen mentioned that continued chit-chat from some brigades was very annoying and distracting. To encourage brigade members to leave their radios on, the use of the fire radio channels should be limited to fire related conversation only.

**MOVED: Paul Wolfe**  
**SECONDED: Tom Collins**

**That the Communications Committee established for the introduction of the High-Band radios reconvenes to develop alternate communications strategies for brigades and the various uses of the main radio channels.**

**Carried**

## 7.7 Handheld Radios (Bornholm VBFB)

### Introduction:

Brigades are awaiting the distribution of new-type handheld radios.

### Background:

Many of the existing radios need new batteries. It seems uneconomical to replace these expensive items if they will become obsolete with the issue of the new radios.

It has been suggested that the new radios could be made available if the City would facilitate the allocation.

### Points for Discussion:

The City of Albany has been requested to provide information on the total number of handheld radios requiring replacement as part of the implementation of the High Band radio network. This information was provided in 2007 – before the current Emergency Management Coordinator started in the role. The City of Albany is in regular contact with the FESA Albany Regional Office and it is through that office that any information about the allocation and delivery of new handheld radios should and will come. A range of concerns relating to the implementation of the WAERN project were listed and tabled at the recent FESA District Operations Advisory Committee Meeting and the City of Albany feels that avenues such as this are the most effective way of facilitating the earliest possible delivery of new radios.

Ben de Vries stated that FESA has indicated that all TAIT Orcas will be replaced, however, the Authority is not sure with what or when the replacement will occur.

**RESOLVED that the City of Albany continue to liaise with the FESA Albany Regional Office and be prepared to facilitate the earliest possible delivery of new handheld radios when this occurs.**

## 7.8 External Speakers on Fire Appliances (Kalgan VBFB)

### Introduction:

External Speakers were previously fitted to trucks to aid communication, but with the new radios they have been inoperative. Lack of them could be endangering lives.

### Background:

Unless someone remains in the cab of the truck at all times, the radio can't be heard, especially when there is any background noise at a fire scene. This could endanger lives if important instructions or information are given and missed by a crew working to extinguish a fire. It is an Occupational Health and Safety Issue and needs attending to with some urgency.

### Points for Discussion:

As part of the roll-out of the City's updated incident communications planning, it was recommended that the incident channels for level-one incidents and sector channels for level two incidents be mid-band VHF in the South West Sector and UHF channels in the North-East Sector. This means that crews on vehicles involved with direct fire fighting operations have either external speakers or handheld radios for communications with other vehicles on their sector, including the Sector Commander, thus mitigating the immediate safety issues.

The City of Albany is in regular contact with the FESA Albany Regional Office and had highlighted the need for external speakers on the fire appliances fitted with WAERN dual-band radios. The City has been informed that FESA is working on the issues and the first has been resolved and fixed – that of the interoperability of the new radios with the intercom systems (and external speakers) fitted to some newer vehicles.

Alan Hawley mentioned that it is a safety issue, because crews cannot listen to the radio chatter when outside the vehicle cab. It is also not reasonable to have both mid-band and high band radios on simultaneously due to the echoes caused. Ben de Vries suggested using just the mid band radios until external speakers are connected, but Ross Fenwick advised that the mid band radios have been disconnected on some vehicles for practical reasons.

**MOVED: Tom Collins**  
**SECONDED: Paul Wolfe**

**THAT external speakers be connected to the new radios as a matter of some urgency**

**Carried**

#### **7.9 Removal of Perimeter Firebreaks (Kalgan VBFB)**

Introduction:

The brigade feels that it would be a positive move to return to the Access around the Property system instead of having compulsory Perimeter Firebreaks and Exemptions to this when certain conditions are met.

Background:

Following the recent storms and subsequent erosion to ploughed firebreak areas, an alternative was thought to be a good idea. Given that Firebreaks will not stop a reasonable sized fire it was felt that access is a more important issue than trying to stop a fire using a firebreak. It was also felt that the current Optional Perimeter Firebreak system was cumbersome in that it needs to be applied for every few years

Points for Discussion:

It is reasonable to have a review date on fire break exemptions and optional perimeter firebreaks, as both the conditions of the property and the owners of the property may change.

John Bocian suggested a workshop to redefine the requirements of the Firebreak Notice.

**MOVED: John Bocian**  
**SECONDED: Chris Gilmour**

**THAT the City review the requirement for compulsory perimeter firebreaks and considers improved property access instead and that a brigade workshop to facilitate the review and investigate options is held during the daytime, within six (6) months.**

**Carried**



## 7.10 Firebreak Notice – Camping and Cooking Fires

### Introduction:

The restrictions on camping fires in the Firebreak notice need to be reviewed.

### Background:

Currently in the City of Albany Firebreak Notice, camping fires are prohibited during the Prohibited Burning Time and permits are required during the Restricted Burning Time. This has impacts on sites like Cape Riche camping ground. The definition of illegal fires also includes fire pits – such as those at Cape Riche.

### Points for Discussion:

Whether areas like Cape Riche be allowed to have camp fires in fire pits during the Restricted / Prohibited Burning Time.

What the definition of illegal camp-like fires should be.

### Staff recommendation:

That the BFAC review the restriction on camping and cooking fires in the City of Albany and propose wording that is more suitable for all areas of the City of Albany.

Chris Gilmour spoke on the issue and Ben de Vries outlined the legal situation regarding camping and cooking fires. Steve Hall recommended that the Cape Riche camp site be exempt from camp fire restrictions. Paul Wolfe suggested that a blanket ban would be much easier to communicate and enforce. Morgan Sounness said that the Cape Riche campsite has a caretaker on-site and Robert Fenn said an exemption could be put in place for Cape Riche.

Chris Gilmour confirmed that during a Fire Danger rating of Very High or Extreme, no camp or cooking fires are allowed anyway.

**MOVED: Chris Gilmour**  
**SECONDED: Ken Johnson**

**THAT appropriate controls to restrict camp and cooking fires are put in place, with the exception of Cape Riche camp ground and registered caravan parks.**

**Carried**

## 7.11 Training Calendar

Ben de Vries presented the initial Bush Fire Brigades Training Calendar for 2009, following on from the Training Officers' meeting held on April 22<sup>nd</sup> 2009.

Morgan Sounness suggested that First Aid training competencies are sent to the Fire and Emergency Services Authority and are recorded on FESA's TRAIN Database.

## 7.12 Bush Fire Response Plans

Ben de Vries tabled the folders of the updated and re-formatted Bush Fire Response Plans and copies for Fire Control Officer and fire appliance were available for collection.

### **7.13 Bush Fire Ready Program**

Ben de Vries briefed the meeting about the re-launched FESA program called Bushfire Ready, which replaces the previous Bush Fire Ready Action Groups (BRAG) and called for any expressions of interest in being involved with the program.

## **8.0 GENERAL BUSINESS**

### **8.1 Brigade access to the Incident Control Van**

Concern was raised that the brigades have limited access to the Incident Control Vehicle for use with training, at Hazard Reduction Burns or even for Incidents.

**RESOLVED that a City of Albany Chief Bush Fire Control Officer be provided with a key to the incident control van and the City of Albany depot fire shed.**

Robert Fenn advised that there may be security problems associated with access through the fire shed to the City depot and the request would require further investigation. Meanwhile, the City Rangers operate seven (7) days per week and access to the van can be achieved at relatively short notice.

### **8.2 Bush Fire Management Committee meeting date**

Ken Johnson asked when the next Bush Fire Management Committee meeting would be held. Ben de Vries indicated that it would be held within the month if possible, with an exact time and date to be determined.

### **8.3 Appliance Identification Signage**

Ross Fenwick reminded the group that it had been agreed previously that all fire vehicles should have their appliance identification marked on the front and rear, as well as the side of the vehicle. It was resolved that signage of the appliance identification (vehicle call signs) on the front and rear be installed by 1 December 2009.

### **8.4 Vehicle Maintenance**

John Bocian queried the maintenance of the fire appliances.

### **8.5 Fire brigade expenditure – feedback to the City of Albany**

Alan Hawley noted that brigades had been asked to provide feedback to the City of Albany about each brigade's budget expenditure for the first three quarters of the financial year. Alan noted that brigades had since been asked to provide information about their budget for the coming financial year on a budget form and asked what form to use for the feedback on expenditure so far. Ben de Vries indicated that the "Budget/Acquittal" form should be used, but just reporting on the first three (3) quarters of the financial year only.

**8.6 Fire station**

Ken Johnson asked about the progress of the Highway and Goode Beach fire stations. Robert Fenn said that discussions were continuing with the Bureau of Meteorology about fencing within the airport, affecting the Highway VBFB site. The fire shed has been completed and is operational with some access limitations. The aboriginal heritage survey has been organised for the Goode Beach site and it is not possible to confirm when construction of the shed will commence.


**9.0 NEXT MEETING**

Monday October 12, 2009

**10.0 CLOSURE**

The Chairperson declared the meeting closed at 10:15pm.

**Appendix 1**

	<p><b>FIRE MANAGEMENT GUIDELINE 62</b></p> <p><b>ADMINISTRATION</b></p> <p><b>FATIGUE MANAGEMENT</b></p>
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***Aim***

To provide fatigue management awareness for firefighters in situations where it is critical to ensure an individuals personal safety and to assist IMT’s developing management shift length at incidents.

***Legislation***

Occupational Health Safety and Welfare Act and Regulations.

***Introduction***

Fatigue is a major safety hazard. Accidents are more common when a person has had sleep deprivation, feeling tired and is feeling generally unwell. Under the OSH act 1984, COA is obligated to provide a safe system of work to minimise fatigue. Each individual has an obligation to himself or herself to ensure their own safety. Managers should take the appropriate action when confronted with fatigue related issues.

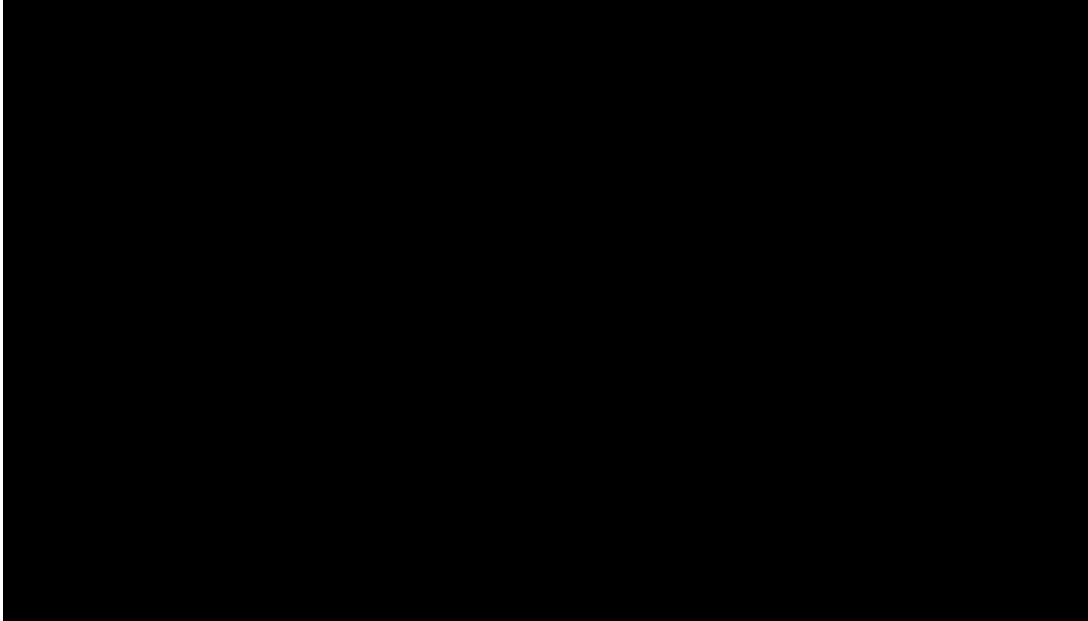
In order to understand and prevent fatigue related accident, the causes must be understood. Fatigue is a signal from our body that we need sleep. Similar to when our body needs food, we get hungry. When our body needs water we get thirsty. With adequate planning and management of our time and work routine the risk of fatigue can be minimised. As individuals we respond differently to our workloads, fatigue and tiredness. It is essential that you are able to recognise and manage fatigue to minimise fatigue related injuries.

What is fatigue? Fatigue can be defined as the "loss of alertness that eventually ends in sleep". This loss of alertness is accompanied by poor judgment, slower reactions to events and decreased skills.

The causes of fatigue are:

- Body clock rhythms being out of kilter.
- Sleep deprivation.
- Irregular work patterns.
- Personal health and fitness factors.

The diagram on the next page shows when most fatigue related vehicle crashes have occurred. This shows that after a full days work followed by a night out which may be accompanied by alcohol or not, an individual exhibits increased poor judgment, slower reactions and decreased skills. This loss of alertness has a higher than average probability of ending with an accident.



**Fatigue management procedure**

Where there is likely to be a situation that fatigue will be a factor the following management procedure is to be considered.

**Procedure (General)**

In any 24 hour period of work the following schedules and rosters are to be followed:

- Firefighters should be given reasonable notice to prepare for attendance at incidents that have working periods in excess of 12 working hours (including the normal working day).
- Firefighters must have the opportunity to have 6 hours continuous sleep in any 24 hour period.
- In night operations, hours of active work should be reduced to reflect the higher incidence of accidents related to fatigue.
- Minimise irregular or unfamiliar work rosters.
- Allow time for adequate refreshment and meals breaks.
- If you feel tired and are starting to make errors, notify your manager and make arrangements to take a rest or be taken home.

**Procedure (City of Albany)**

- Preferred shift length 6-8 hours with a maximum of 12 hours.
- After 16 hours not to drive home and transport will be arranged.

*Source: FESA SAP 24 Fatigue Management (4/9/03)*

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# **CORPORATE & COMMUNITY SERVICES**

**Agenda Item Attachments**

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**TRUST CHEQUES AND ELECTRONIC FUNDS TRANSFER PAYMENTS**

<b>Chq</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
25512	11/06/2009	ALLAN CARNE	REFUND OF CANDIDATE DEPOSITS FOR FEBRUARY 2009 ELECTIONS	80.00
25513	11/06/2009	ANTHONY LEN HARRISON	REFUND OF CANDIDATE DEPOSITS FEBRUARY 2009 ELECTIONS	80.00
25514	11/06/2009	DENISE ANNE SMITHSON	REFUND OF CANDIDATE DEPOSITS FEBRUARY 2009 ELECTIONS	80.00
25554	25/06/2009	LAKESIDE NORTH PTY LTD	RETURN DEFECTS BOND FOR LAKESIDE NORTH STAGES 2 & 3 WAPC 122583	52,405.00
25555	25/06/2009	LOWE PTY LTD	RETURN DEFECTS BOND FOR OYSTER HARBOUR STAGE 1 WAPC 131874	78,143.00
<b>EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT53088	11/06/2009	TONY DEMARTEAU	REFUND OF CANDIDATE DEPOSITS FEBRUARY 2009 ELECTIONS	80.00
EFT53089	11/06/2009	ARCHIBALD DONALD DUFTY	REFUND OF CANDIDATE DEPOSIT FEBRUARY 2009 ELECTIONS	80.00
EFT53090	11/06/2009	VERA ANNE TORR	REFUND OF CANDIDATE DEPOSITS FEBRUARY 2009 ELECTIONS	80.00
EFT53351	25/06/2009	HENDRITA JANNIGJE MARTINA PLUG	BL 260130	5,000.00
		<b>TOTAL</b>		<b>136,028.00</b>

Chq	Date	Name	Description	Amount
25470	03/06/2009	BCF AUSTRALIA	SEATS FOR VISITORS CENTRE CARAVAN	- 319.60
25471	04/06/2009	ALBANY SURF LIFE SAVING CLUB	FMP 18/5/09 ALBANY SURF CLUB HIRE FOR 'STRESS LESS' SESSION	- 60.00
25472	04/06/2009	ALBANY AND REGIONAL VOLUNTEER SERVICE	NATIONAL VOLUNTEER WEEK 09 PROMOTIONAL GRAPHIC DESIGN COSTS	- 300.00
25473	04/06/2009	ALBANY MITRE 10	Thankyou Voucher for volunteer week event	- 150.00
25474	04/06/2009	THE APEX CLUB OF ALBANY (INC)	CAROLS BY CANDLELIGHT FUNDING GRANT	- 1,500.00
25475	04/06/2009	ARTISTRY AND MAGIC	FESTIVAL PACKAGE FOR CLASSIC CAR EVENT	- 1,320.00
25476	04/06/2009	CITY OF FREMANTLE	DAMAGE TO LIBRARY BOOK	- 15.40
25477	04/06/2009	DRAGON MARTIAL ARTS ALBANY	1 HR INTERACTIVE CLASS 11 STUDENTS @15/HEAD	- 165.00
25478	04/06/2009	EAGLE BOYS PIZZA	FMP LUNCH	- 41.70
25479	04/06/2009	FROM THE CAKE TIN	ASSORTED CAKES FOR ALAC CAFE	- 215.82
25480	04/06/2009	KATANNING PUBLIC LIBRARY	LOST DVD - REPLACEMENT COST	- 22.00
25481	04/06/2009	FORTS CAFE	Catering for US Submariners Memorial Service	- 540.00
25482	04/06/2009	BARRY PALMER MUSIC	MUSIC FOR EISTEDDFOD ADJUDICATION/TRAVEL ALLOWANCE	- 1,970.00
25483	04/06/2009	PETTY CASH - ALBANY PUBLIC LIBRARY	SUNDRY ITEMS	- 284.10
25484	04/06/2009	VICKI PHILIPPOFF SETTLEMENTS	Rates refund for assessment A172928	- 205.78
25485	04/06/2009	WATER CORPORATION	WATER CONSUMPTION	- 259.15
25486	04/06/2009	MRS A BRUNING	CATERING FOR ALBANY EISTEDDFOD 19 - 22 MAY 2009	- 240.00
25487	04/06/2009	PETTY CASH - DAY CARE CENTRE	SUNDRY ITEMS FOR DAYCARE CENTRE	- 174.85
25488	04/06/2009	PETTY CASH - CITY OF ALBANY	SUNDRY ITEMS FOR NORTH ROAD OFFICES	- 375.65
25489	11/06/2009	ALBANY MITRE 10	GARDEN SUPPLIES	- 152.60
25490	11/06/2009	ROBERT ALEXANDER BELL	TRAVEL ALLOWANCE - FORTS	- 140.80
25491	11/06/2009	BETTER PETS AND GARDENS	HERMIT CRAB TERRARIUM DISPLAY	- 915.60
25492	11/06/2009	AIR BP	AVGAS PURCHASES FOR APRIL	- 1,308.53
25493	11/06/2009	CHAP'S EASY RIDER MOTORCYCLE SCHOOL	COMPLETION OF MOTORCYCLE LESSONS FOR RANGERS	- 650.00
25494	11/06/2009	CITY OF CANNING	ITEMS NOT RETURNED TO LIBRARY	- 24.20
25495	11/06/2009	CITY OF NEDLANDS LIBRARY SERVICE	LOST LIBRARY BOOKS - REPLACEMENT COST	- 16.50
25496	11/06/2009	MICHAELS MUSICAL SERVICES	MUSICAL SERVICES - MATT RALPH SUPPORT	- 200.00
25497	11/06/2009	KITCHEN NEEDS	CATERING EQUIPMENT	- 135.95
25498	11/06/2009	DAWSON FREDERICK MOORE	FORTS TRAVEL ALLOWANCE	- 136.00
25499	11/06/2009	NATIONAL SIDS COUNCIL OF AUSTRALIA LTD	CHILD CARE KIT (DVD)	- 160.00
25500	11/06/2009	REDMOND GENERAL STORE	FUEL FOR REDMOND BUSH FIRE BRIGADE	- 180.02
25501	11/06/2009	PETER VERELST	EMU POINT BOAT PEN NO; 23 REFUND	- 474.73
25502	11/06/2009	CASH	PAYMENT FOR ALBANY CLASSIC VOLUNTEERS BBQ	- 2,000.00

25503	11/06/2009	TIMOTHY METCALFE	SUNDY DONATION FOR TIM METCALFE TO ASSIST WITH TRAVEL AND ACCOMODATION WHILST TRAVELLING TO ROCKHAMPTON QLD TO COMPETE WITH THE WA MENS UNDER 16 SCHOOLBOYS STATE HOCKEY TEAM IN THE NATIONAL CHAMPIONS 8TH-15TH AUGUST 2009	-	200.00
25504	11/06/2009	BRIAN WALTERS	CROSSOVER SUBSIDY FOR 13 SLATER STREET LOWER KING	-	223.33
25505	11/06/2009	ROBERT WILLIAM SHENFIELD	CROSSOVER SUBSIDY FOR 12 SIERRA CRESENT ORANA	-	214.50
25506	11/06/2009	MARK WOODS	REFUND ALAC MEMBERSHIP - LEAVING AUSTRALIA GOING BACK TO UK	-	189.05
25507	11/06/2009	ALICIA VANSCHAYK	REIMBURSEMENT FOR TRAINING	-	392.20
25508	11/06/2009	VIVIANE ANTONIAZZI	SWIM SCHOOL REFUND	-	106.25
25509	11/06/2009	RHONDA HOBLEY	MEMBERSHIP REFUND	-	319.50
25510	11/06/2009	RODERICK DELA CRUZ	SWIM SCHOOL REFUND	-	61.20
25511	11/06/2009	CELIA FRANEY	MEMBERSHIP REFUND	-	466.12
25515	16/06/2009	DEPARTMENT FOR PLANNING & INFRASTRUCTURE	BULK VEHICLE REGISTRATION	-	15,716.50
25516	18/06/2009	WALIS FORUM	WALIS INTERNATIONAL FORUM 2009 WEB HOT REGISTRATION	-	380.00
25517	18/06/2009	CHOOKS FRESH & TASTY - ALBANY	FMP CATERING	-	71.50
25518	18/06/2009	DEPARTMENT FOR PLANNING & INFRASTRUCTURE	5 X AMAZING ALBANY NUMBER PLATES 1469A, 1007A, 021A, 268A, 4364A	-	675.00
25519	18/06/2009	FROM THE CAKE TIN	CATERING ITEMS FOR ALAC	-	196.02
25520	18/06/2009	JAZZ MASALA LIVE CONCERT SERIES	GROSS TICKET INCOME - ELLE DESLANDES	-	2,934.28
25521	18/06/2009	KMART ALBANY	FMP INTERVIEW AND PERSONAL DEVELOPMENT SESSION	-	242.68
25522	18/06/2009	PETTY CASH - ALBANY AQUATIC & LEISURE CENTRE	UMPIRE FEES ALAC	-	1,180.50
25523	18/06/2009	PETTY CASH - FORTS	CATERING	-	128.70
25524	18/06/2009	AD & EA ROWE	Hectares Pasture renovation as required	-	907.50
25525	18/06/2009	SUTTON'S CARPET CLEANING	ALAC CARPET CLEANING	-	1,034.00
25526	18/06/2009	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	-	12,014.64
25527	18/06/2009	WATER CORPORATION	COST OF METER REPLACEMENT	-	162.30
25528	18/06/2009	WORKSAFE WESTERN AUSTRALIA	LICENCE TO PERFORM HIGH RISK WORK - STUART DYSON	-	46.50
25529	18/06/2009	EMMA CROSSMAN	REIMBURSEMENT OF FEE FOR APPLICATION FOR PLANNING SCHEME	-	117.00
25530	16/06/2009	JAXON PTY LTD	OVERPAYMENT ON BUILDING LICENCES	-	217.68
25531	18/06/2009	NICK OSBORNE	TRAINING FEES REIMBURSEMENT	-	272.09
25532	12/06/2009	ADRIAN STRATICO	REFUND FOR WORKS INACCORDANCE WITH AN APPROVED HERITAGE GRANT BY COUNCIL (COMMUNITY FINANCIAL ASSISTANCE ROUND 1)	-	2,057.03
25533	18/06/2009	ERL PETER ANDERSON	CROSSOVER SUBSIDY FOR LOCATION7/SA14/2 GARDEN STREET ALBANY	-	217.44
25534	18/06/2009	COCKLES PTY LTD	OVERPAYMENT ON BUILDING LICENCE 29055 (RECEIPT 270462)	-	163.62
25535	18/06/2009	KOSTERS STEEL CONSTRUCTION PTY LTD	REIMBURSEMENT APPLIOICATION FOR PLANNING SCHEME CONSENT	-	50.00
25536	18/06/2009	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	-	3,810.82
25537	25/06/2009	AIRSERVICES AUSTRALIA - PUBLICATIONS UNIT	ERSA SPIRAL BOUND WITH RDS	-	109.65
25538	25/06/2009	CALTEX YORK STREET	FUEL SUPPLIES	-	202.52
25539	25/06/2009	CITY OF JOONDALUP	1000 Library bags	-	792.00

25540	25/06/2009	CLERK OF COURTS	COURT SUMMONS - SANDRA KELLY	-	71.70
25541	25/06/2009	EAGLE BOYS PIZZA	6 FMP 6 PIZZAS FOR 'WELCOME TO MY WORLD WORKSHOP'	-	41.70
25542	25/06/2009	FORTITUDE SECURITY SERVICES	STATIC GUARD TO WATCH OVER MARQUEE AND EQUIPMENT FOR THE ALBANY CLASSIC MOTOR EVENT	-	247.50
25543	25/06/2009	FRANGIPANI FLORAL STUDIO	BOX ARRANGEMENT IN AUTUMN/APRICOT TONES TO THE VALUE OF \$50 FOR DELIVERY TO THE ALBANY CLUB BY 10AM ON SUNDAY, 24TH MAY 2009. CARD: HIS WORSHIP THE MAYOR - MILTON EVANS COUNCILLORS AND STAFF OF THE CITY OF ALBANY	-	150.00
25544	25/06/2009	KMART ALBANY	DVD stock buy	-	297.66
25545	25/06/2009	LAWLEY PARK TENNIS CLUB	SHED CONSTRUCTION	-	4,000.00
25546	25/06/2009	PATRICIA DABORN	Restoration and conservation on two artworks as per quotation	-	120.00
25547	25/06/2009	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	-	3,322.96
25548	25/06/2009	WATER CORPORATION	WATER CONSUMPTION	-	197.50
25549	25/06/2009	ZURICH AUSTRALIA INSURANCE COMPANY LTD	EXCESS PAYMENT FOR CV A60273	-	300.00
25550	25/06/2009	SOUTHERN CITY SHEDS	REIMBURSE FEE FOR APPLICATION OF PLANNING SCHEME CONSENT	-	369.38
25551	25/06/2009	GIRL GUIDES WA INC ALBANY OLAVE GUIDES	DONATION - GODDESS PROGRAM PROVISION	-	100.00
25552	25/06/2009	ALBANY PUBLIC LIBRARY	SCHOOL HOLIDAY BEADS, CATERING	-	227.40
25553	25/06/2009	PETTY CASH - ALBANY PUBLIC LIBRARY	STAFF TEA MONEY	-	72.00
<b>TOTALS</b>				-	<b>70,043.90</b>

List of accounts due & submitted to committee

EFT	Date	Name	Description	Amount
EFT52814	04/06/2009	AAPT LIMITED	TELEPHONE CHARGES	- 95.59
EFT52815	04/06/2009	ABA SECURITY	Supply and install smoke detector in Barrack.	- 331.10
EFT52816	04/06/2009	ADAMS TOTAL TREE SERVICE	REMOVAL OF SEVERAL BRANCHES ON PINE TREE AT ALISON HARTMAN GARDENS	- 250.00
EFT52817	04/06/2009	ADVERTISER PRINT	12,000 Window Face envelopes with Albany Public Library Logo in one colour	- 621.00
EFT52818	04/06/2009	EDENBORN PTY LTD	Contract Mowing for the month of May 2009	- 4,061.50
EFT52819	04/06/2009	ALBANY INDUSTRIAL SERVICES	Hire of Six Wheeler	- 654.50
EFT52820	04/06/2009	ALBANY STATIONERS	STATIONERY SUPPLIES	- 71.60
EFT52821	04/06/2009	ALBANY INDOOR PLANT HIRE & SALES	INDOOR PLANT HIRE	- 1,069.32
EFT52822	04/06/2009	ALBANY CAR STEREO	Supply & fit Uniden UHF radio to McCormick Tractor A53566	- 595.00
EFT52823	04/06/2009	ALBANY REFRIGERATION	REPLACE CONTACTORS AND FUSES TO TOILET EXHAUST FANS AT LIBRARY	- 498.96
EFT52824	04/06/2009	ALBANY AUTO 1	BATTERY FOR FIRE VEHICLE	- 320.00
EFT52825	04/06/2009	ALBANY EISTEDDFOD COMMITTEE INC	AIRFARE FOR ADJUDICATOR FOR ALBANY EISTEDDFOD	- 236.00
EFT52826	04/06/2009	ALBANY DRIVING SCHOOL	HR TRAINING R. BEATTIE/E. DEERE/A. DE JONGE ALL STUDENTS PASSED ASSESSMENT	- 3,630.00
EFT52827	04/06/2009	ALBANY MILK DISTRIBUTORS	DEPOT - MILK FOR MAY	- 280.89
EFT52828	04/06/2009	ALBANY FILTER CLEAN	FILTERS CHANGED AND CLEANED	- 28.00
EFT52829	04/06/2009	ALL EVENTS PROSOUND HIRE	PROVISION OF AUDIO AND BROADCASTING EQUIPMENT FOR CLASSIC MOTOR EVENT	- 3,386.50
EFT52830	04/06/2009	AQUALAB WATER CARE SERVICES	POOL WATER ANALYSIS	- 750.00
EFT52831	04/06/2009	ART ALMANAC	ALBANY ART PRIZE ADVERTISEMENT	- 203.50
EFT52832	04/06/2009	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	- 1,113.98
EFT52833	04/06/2009	AUSTRALIAN TAXATION OFFICE	Payroll deductions	- 93,440.53
EFT52834	04/06/2009	AUSTENITIC STEEL PRODUCTS	MAUNFACTURE 16 STAINLESS STEEL BRACKETS (AIRPORT)	- 126.00
EFT52835	04/06/2009	MA & ES & GA BAIL	COMPACTION SAND	- 1,056.00
EFT52836	04/06/2009	BAREFOOT CLOTHING MANUFACTURERS	UNIFORMS FOR FORTS VOLUNTEERS	- 2,626.90
EFT52837	04/06/2009	BARCINO	CATERING FOR VAC	- 184.00
EFT52838	04/06/2009	BATTERY WORLD	ULTIMATE 12V DEEP-CYCLE BATTERY / TOPCON GTS - 300 BATTERY POWERCELL	- 620.00
EFT52839	04/06/2009	BENNETTS BATTERIES	BATTERY PURCHASES	- 172.48
EFT52840	04/06/2009	ADVANCED TRAFFIC MANAGEMENT	Hire of Traffic Control	- 3,171.23
EFT52841	04/06/2009	BEST OFFICE SYSTEMS	PHOTOCOPIER CHARGES	- 2,332.57
EFT52842	04/06/2009	BLOOMIN FLOWERS	Flowers - requested by Mayor Milton Evans on Saturday 9th May for Enid Home	- 50.00
EFT52843	04/06/2009	BOOLAH ART AND CRAFT SUPPLIES	GOODS - VANCOUVER ARTS CENTRE	- 109.35
EFT52844	04/06/2009	BUILDING AND CONSTRUCTION INDUSTRY	BCITF LEVY COLLECTED FOR MONTH OF MAY 2009	- 18,242.56
EFT52845	04/06/2009	BUILDERS REGISTRATION BOARD	BRB LEVY - FOR MONTH OF MAY 2009	- 3,283.00
EFT52846	04/06/2009	BUNNINGS BUILDING SUPPLIES PTY LTD	PAINTING SUPPLIES	- 334.92
EFT52847	04/06/2009	CHESTERPASS PANEL AND PAINT	EXCESS FOR INSURANCE CLAIM - COM112 A59751	- 300.00
EFT52848	04/06/2009	CITY OF MELVILLE	LOST CD - REPLACEMENT COSTS	- 78.10

EFT52849	04/06/2009	CJD EQUIPMENT PTY LTD	VEHICLE PARTS	-	482.49
EFT52850	04/06/2009	COFFEY ENVIRONMENTS PTY LTD	CONTRACT SERVICES LOT 55 FRANCIS STREET LOWER KING	-	47.44
EFT52851	04/06/2009	COLRAY EXHAUST AND TOWBAR	VEHICLE PARTS	-	130.00
EFT52852	04/06/2009	COLES SUPERMARKETS AUSTRALIA	FOOD & DRINK DAYCARE	-	476.23
EFT52853	04/06/2009	COLLIE STREET GALLERY & FRAMERS	Conservation framing for four (4) artworks	-	722.80
EFT52854	04/06/2009	COURIER AUSTRALIA	FREIGHT FEES	-	184.64
EFT52855	04/06/2009	COVENTRYS	VEHICLE PARTS	-	588.70
EFT52856	04/06/2009	DOWNER EDI WORKS PTY LTD	Hotmix for urban patching truck	-	492.15
EFT52857	04/06/2009	CEMEX AUSTRALIA PTY LTD	TONNES ROAD BASE	-	399.66
EFT52858	04/06/2009	AL CURNOW HYDRAULICS	VEHICLE PARTS/MAINTENANCE	-	150.26
EFT52859	04/06/2009	LANDGATE	TITLE SEARCHES	-	195.80
EFT52860	04/06/2009	DOG ROCK MOTEL	ACCOMMODATION FOR ARTISTRY AND MAGIC FOR ALBANY CLASSIC MOTOR EVENT	-	357.00
EFT52861	04/06/2009	DORALANE PASTRIES	PASTRIES FOR TIMEOUT CAFE	-	112.20
EFT52862	04/06/2009	EDUCATIONAL EXPERIENCE PTY LTD	STAR SHAPED TAMBOURINE - CHILDREN SERVICES AT THE LIBRARY	-	33.87
EFT52863	04/06/2009	ELDERS LIMITED	20 Litre Drums of Roundup Biactive 360 G/L	-	1,885.00
EFT52864	04/06/2009	P AND W ELOY ELECTRICAL SERVICES	ELECTRICAL REPAIRS	-	3,619.48
EFT52865	04/06/2009	ALBANY ENGINEERING COMPANY	PLANT REPAIRS	-	1,882.58
EFT52866	04/06/2009	FARM FRESH WHOLESALERS	CATERING SUPPLIES	-	156.19
EFT52867	04/06/2009	ALBANY CAMERA HOUSE	8X12 PHOTO WITH WORDS: ANZAC PEACE PARK COMPLETION APRIL 2009	-	250.00
EFT52868	04/06/2009	FORPARK AUSTRALIA	Purchase of Plastic Panel (Red ) 850x1100	-	271.70
EFT52869	04/06/2009	FORTE AIRPORT MANAGEMENT	Project Management of all contractors, 6 site visits, travel, accommodation and vehicle hire	-	25,124.00
EFT52870	04/06/2009	GEOFF WALDECK	PERFORMANCE FEES - VOLUNTEERS DAY	-	150.00
EFT52871	04/06/2009	RAYMOND W GEORGE	COORDINATORS CLAIM NUMBER 5 FOR DINOSAURS IN SCHOOLS PROJECT	-	360.00
EFT52872	04/06/2009	BILL GIBBS EXCAVATIONS	HIRE OF EARTHMOVING EQUIPMENT	-	23,784.75
EFT52873	04/06/2009	GLASS SUPPLIERS	REGLAZE WINDOWS/DOORS	-	2,594.90
EFT52874	04/06/2009	GORDON WALMSLEY PTY LTD	KERB CONSTRUCTION & REINFORCEMENT AT VARIOUS LOCATIONS	-	16,998.00
EFT52875	04/06/2009	GREAT SOUTHERN TAPE	FOOD HANDLERS TRAINING	-	425.00
EFT52876	04/06/2009	GREAT SOUTHERN SAND & LANDSCAPING SUPPLIES	2 x semi's screened topsoil	-	844.80
EFT52877	04/06/2009	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING GOODS	-	593.75
EFT52878	04/06/2009	GREAT SOUTHERN TURF	30m2 turf FOR SPENCER PARK STAGES 1 & 2	-	436.50
EFT52879	04/06/2009	GYM CARE	SERVICE AUDIT AND REPAIRS ON GYM EQUIPMENT	-	3,525.50
EFT52880	04/06/2009	HARLEY SURVEY GROUP PTY LTD	State Blackspot Survey - Grey Street	-	8,470.00
EFT52881	04/06/2009	HAYNES ROBINSON	LEGAL FEES	-	569.25
EFT52882	04/06/2009	HELEN LEEDER-CARLSON	OVER 50'S ART CLASS	-	122.50

	IPWEA MODULE 3 - LOCAL GOVERNMENT ACT 14/15 MAY 2009 REGISTRATION FEE FOR			
EFT52883	04/06/2009	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA		770.00
EFT52884	04/06/2009	JOHN KINNAR AND ASSOCIATES	SURVEY WORK AT VARIOUS LOCATIONS	17,401.45
EFT52885	04/06/2009	KLB SYSTEMS	lenovo 200 laptop & accessories	2,354.00
EFT52886	04/06/2009	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	772.91
EFT52887	04/06/2009	DENNIS KOSTER	TRAINING FEE REIMBURSEMENTS	117.05
EFT52888	04/06/2009	ALBANY WORLD OF CARS	Service Hyundai i30 Sedan 9007A	297.25
EFT52889	04/06/2009	STATE LIBRARY OF WESTERN AUSTRALIA	LOST/DAMAGED BOOKS	575.30
EFT52890	04/06/2009	A-LIST ENTERTAINMENT	TOTAL INCOME FROM BOX OFFICE - UMBILICAL BROTHERS LESS COMMISSIONS	16,786.01
EFT52891	04/06/2009	LOADTEK AUST	VEHICLE PARTS/REPAIRS	453.02
EFT52892	04/06/2009	LOCK N STORE SELF STORAGE - ALBANY	3 MONTH UNIT RENTAL 20/05/09 - 20/08/09	330.00
EFT52893	04/06/2009	LOUGHTON PATTERSON PTY LTD	Rates refund for assessment A204622	577.70
EFT52894	04/06/2009	MACMILLAN DISTRIBUTION SERVICES	Local Children's Stock Macmillan Order	282.18
EFT52895	04/06/2009	MJB INDUSTRIES PTY LTD	DRAINAGE WORKS & ITEMS	22,045.24
EFT52896	04/06/2009	JOHN MOIR	RUBBISH REMOVAL FROM CAPE RICHE -	600.00
EFT52897	04/06/2009	MR MOO DAIRY DISTRIBUTORS	ASSORTED SOFT DRINKS FOR ALAC	961.22
EFT52898	04/06/2009	NANARUP AG LIME AND RUBBLE	Ton of Ag Lime for mixing with contaminated soil at Hanrahan Rd landfill	230.00
EFT52899	04/06/2009	NEVE CONTRACTING	PROGRESS PAYMENT FOR DOWNHILL MOUNTAIN BIKE TRACK AT MT CLARENCE	7,700.00
EFT52900	04/06/2009	OCS SERVICES PTY LTD	CLEANING SERVICES FOR MAY 2009	20,819.84
EFT52901	04/06/2009	OPUS INTERNATIONAL CONSULTANTS	CONSULTING FEES & SERVICES FOR VARIOUS PROJECTS	9,459.51
EFT52902	04/06/2009	PAINT INDUSTRIES PTY LTD	RUNWAY MARKING PAINT WHITE	2,378.13
EFT52903	04/06/2009	PLASTICS PLUS	CATERING EQUIPMENT	124.64
EFT52904	04/06/2009	POSTER FAKTORY PTY LTD	WORKPLACE POSTER EXCHANGE SERVICE AGREEMENT RENEWAL	2,920.50
EFT52905	04/06/2009	R & L BITUMEN REPAIR SERVICES	BITUMEN REPAIRS & MAINTENANCE	10,315.00
EFT52906	04/06/2009	MATTHEW RALPH-YNFANTE	LIVE MUSIC AS PART OF THE CONCERT SERIES ON 18TH MARCH 09	300.00
EFT52907	04/06/2009	RAVENHILL DAIRY	VOLUNTEERS VOUCHERS AT FARMERS MARKETS 16/05/09	116.00
EFT52908	04/06/2009	REEVES AND COMPANY BUTCHERS	CATERING SUPPLIES FOR ALAC AND DAYCARE CENTRE	97.47
EFT52909	04/06/2009	REECE PTY LTD	STROMWATER PIPES	127.10
EFT52910	04/06/2009	W P REID	Square metres Brick Paving on Collie St & Peels Place	12,100.00
EFT52911	04/06/2009	ELIZABETH RICHARDS PTY LTD	ITEMS FOR CHILDREN SERVICES AT THE LIBRARY	5.90
EFT52912	04/06/2009	SHEILAH RYAN	CASUAL ADMINSTATION AT THE VAC	450.00
EFT52913	04/06/2009	SHIRE OF BODDINGTON	LOST LIBRARY BOOK - REPLACEMENT COST	12.10
EFT52914	04/06/2009	SKILL HIRE	CASUAL STAFF	2,926.10
EFT52915	04/06/2009	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE	1,947.72
EFT52916	04/06/2009	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	740.70
EFT52917	04/06/2009	SOUTHWAY DISTRIBUTORS (WA)	CATERING GOODS	2,757.72
EFT52918	04/06/2009	SOUTH COAST DIVING SUPPLIES	CHARTER VESSEL TO CARRY TECHNICIAN TO WORK ON PERTH MAST	227.50



EFT52919	04/06/2009	STATEWIDE BEARINGS	VEHICLE PARTS	-	80.43
EFT52920	04/06/2009	STADIA INSTRUMENTS PTY LTD	MACHINE CONTROL SWITCH FOR VOLVO GRADER	-	145.20
EFT52921	04/06/2009	ALBANY LOCK SERVICE	LOCKSMITH SERVICES,REPAIRS ETC	-	187.65
EFT52922	04/06/2009	SYNERGY	ELECTRICITY SUPPLIES	-	31,222.45
EFT52923	04/06/2009	T & C SUPPLIES	HARDWARE SUPPLIES	-	1,300.44
EFT52924	04/06/2009	THE NAKED BEAN COFFEE ROASTERS	COFFEE SUPPLIES FOR ALAC CAFE	-	270.00
EFT52925	04/06/2009	THEODORE DAVID	MILEAGE CLAIM DAVID THEODORE	-	74.32
EFT52926	04/06/2009	TRAILBLAZERS	UNIFORMS - (SAFETY BOOTS)	-	119.55
EFT52927	04/06/2009	TRADELINK PLUMBING SUPPLIES	6 metre lengths of 150mm PVC storm water pipe	-	374.00
EFT52928	04/06/2009	THE TROPHY SHOP	MUSIC EISTEDDFOD MEDALS AND VELVET PRESENTATION BOXES	-	145.20
EFT52929	04/06/2009	ALBANY TYREPOWER	TYRE REPAIRS & SUPPLIES	-	397.25
EFT52931	04/06/2009	MICHAEL J WEBB	CASUAL WORK PACKING UP GALLERY EXHIBITION	-	44.00
EFT52932	04/06/2009	ALBANY AND GREAT SOUTHERN WEEKENDER	ADVERTISING	-	192.46
EFT52933	04/06/2009	WESTERBERG PANEL BEATERS	TOW - WHITE HOLDEN SEDAN - TUNNEY WAY	-	77.00
EFT52934	04/06/2009	LANDMARK LIMITED	Copper sulphate and Osmocote fertilizer	-	227.97
EFT52935	04/06/2009	AMANDA LORAIN WESTCOTT	COURSE DELIVERY OF GODDESS PROGRAM	-	400.00
EFT52936	04/06/2009	YAKKA PTY LTD	UNIFORMS	-	343.86
EFT52937	04/06/2009	ZETTA FLORENCE AUST PTY LTD	White mounting card FOR LIBRARY	-	205.19
EFT52938	08/06/2009	ALBANY LIGHT OPERA & THEATRE COMPANY	GROSS TICKET INCOME - 70 GIRLS 70 - LESS COMMISSIONS	-	18,517.05
EFT52939	11/06/2009	3 D CATERING	SANDWICH PLATTER FOR VAC	-	26.00
EFT52940	11/06/2009	ABA SECURITY	SECURITY SERVICES	-	209.00
EFT52941	11/06/2009	ABBOTTS LIQUID SALVAGE PTY LTD	PUMP PUBLIC TOILETS	-	630.00
EFT52942	11/06/2009	ADAMS TOTAL TREE SERVICE	PRUNING PINE TREE IN MUNSTER AV (WESTERN POWER)	-	130.00
EFT52943	11/06/2009	ADVERTISER PRINT	5 LITTER INFRINGEMENT BOOKS	-	144.00
EFT52944	11/06/2009	AGCRETE ALBANY	CONCRETE SUPPLIES	-	858.00
EFT52945	11/06/2009	ALBANY CRANE HIRE	BUILDING ADDITIONS AT EMU POINT JETTY	-	1,501.50
EFT52946	11/06/2009	ALBANY HYDRAULICS	VEHICLE REPAIRS/PARTS	-	109.43
EFT52947	11/06/2009	ALBANY VALUATION SERVICES	RENTAL VALUATIONS	-	275.00
EFT52948	11/06/2009	ALBANY SIGNS	SIGN PURCHASES	-	220.00
EFT52949	11/06/2009	ALBANY SPRING WORKS	PLANT REPAIRS	-	297.00
EFT52950	11/06/2009	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	-	685.03
EFT52951	11/06/2009	ALBANY STATIONERS	STATIONERY SUPPLIES	-	67.30
EFT52952	11/06/2009	ALBANY CAR STEREO	REPAIRS TO AIRPORT HILUX WIRING	-	152.65
EFT52953	11/06/2009	ALBANY REFRIGERATION	To remove and re-install air con on parks new extension	-	491.15
EFT52954	11/06/2009	HOME TIMBER & HARDWARE	HARDWARE ITEMS FOR THE TOWN HALL	-	47.93
EFT52955	11/06/2009	ALBANY EISTEDDFOD COMMITTEE INCORPORATED	TOTAL INCOME FROM BOX OFFICE - EISTEDDFOD 2009 LESS COMMISSIONS	-	2,803.00
EFT52956	11/06/2009	ALBANY QUALITY LAWNMOWING	LAWN MOWING AT LOTTERIES HOUSE	-	96.00

EFT52957	11/06/2009	ALL EVENTS PROSOUND HIRE	STAGE HAND FOR EISTEDFODD	-	560.00
EFT52958	11/06/2009	AMITY PAINTING AND DECORATING	PAINTING AT VAC	-	177.00
EFT52959	11/06/2009	ANGUS AND ROBERTSON BOOK WORLD	Resourcing session choosing YA book stock	-	194.93
EFT52960	11/06/2009	ARDESS NURSERY	GARDEN SUPPLIES	-	133.65
EFT52961	11/06/2009	AUSTRALIA POST	POSTAGE/AGENCY FEES	-	3,263.01
EFT52962	11/06/2009	ALBANY AUTOSPARK	VEHICLE REPAIRS/PARTS	-	300.00
EFT52963	11/06/2009	BATTERY WORLD	12V BATTERY	-	59.00
EFT52964	11/06/2009	BENNETTS BATTERIES	BATTERY SUPPLIES & MAINTENANCE	-	991.32
EFT52965	11/06/2009	ADVANCED TRAFFIC MANAGEMENT	Hours Hire of Traffic Control on 2 April 2009	-	113.74
EFT52966	11/06/2009	ALBANY BOBCAT SERVICES	BOBCAT HIRE	-	520.00
EFT52967	11/06/2009	BOC GASES AUSTRALIA LIMITED	GAS CYLINDER CONTAINER SERVICES + Helium Canister for YAC PROJECT	-	277.34
EFT52968	11/06/2009	BOOLAH ART AND CRAFT SUPPLIES	GOODS - VANCOUVER ARTS CENTRE	-	147.45
EFT52969	11/06/2009	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE/TOOL SUPPLIES	-	429.16
EFT52970	11/06/2009	CAMTRANS ALBANY PTY LTD	FREIGHT CHARGES	-	11,444.78
EFT52971	11/06/2009	CITY OF ALBANY BAND INCORPORATED	COMMUNITY SERVICES FUNDING FOR INSTALLATION OF EXIT SIGNS	-	880.00
EFT52972	11/06/2009	CJD EQUIPMENT PTY LTD	VEHICLE PARTS	-	22.46
EFT52973	11/06/2009	CLARK EQUIPMENT SALES PTY LTD	PLANT REPAIRS	-	892.49
EFT52974	11/06/2009	CLIFTON MOTEL	Accommodation for IPWEA module for Vicki Duncan for 2 nights	-	268.50
EFT52975	11/06/2009	COFFEY PROJECTS (AUSTRALIA) PTY LTD	PROFESSIONAL SERVICES - CULL ROAD	-	16,230.70
EFT52976	11/06/2009	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE	-	258.90
EFT52977	11/06/2009	COLES SUPERMARKETS AUSTRALIA P/L	FOOD AND DRINK FOR DAYCARE	-	1,233.43
EFT52978	11/06/2009	CONTACH METAL INDUSTRIES	REPAIRS TO WATER TRAILER	-	331.00
EFT52979	11/06/2009	WA COUNTRY BAKERS PTY LTD	CATERING ITEMS	-	48.20
EFT52980	11/06/2009	COUNTRYWIDE SIGNS	SUPPLY 660 ASSORTED STICKERS AT VARIOUS SIZES AND COLOURS	-	1,199.00
EFT52981	11/06/2009	COVENTRYS	VEHICLE PARTS	-	389.01
EFT52982	11/06/2009	CRITICAL STAGES	THE PITCH -PERFORMANCE 15/8/2008 -ROYALTY AMOUNT OWED	-	332.40
EFT52983	11/06/2009	CEMEX AUSTRALIA PTY LTD	Being for concrete for new path and stairs	-	1,229.58
EFT52984	11/06/2009	LANDGATE	PRESENTATION ON LAND TITLE PROCESS AS THEY RELATE TO LOCAL GOVT	-	2,268.00
EFT52985	11/06/2009	DEPARTMENT OF ENVIRONMENT AND CONSERVATION	Annual licence fees for hanrahan landfill site	-	4,941.72
EFT52986	11/06/2009	DORALANE PASTRIES	PASTRIES FOR TIMEOUT CAFE	-	152.24
EFT52987	11/06/2009	JOHN DRUMMOND	FORTS - REIMBURSEMENT FOR COSTS PERSONALLY PURCHASED	-	193.35
EFT52988	11/06/2009	EATCHA HEART OUT CAFE	COUNCIL CATERING - AGENDA BRIEFING SESSION - TUESDAY 12 MAY 2009	-	716.50
EFT52989	11/06/2009	ECOSAN PTY LTD	2 X ECOSAN TOILET UNITS COMPLETE PLUS FREIGHT TO ALBANY	-	6,304.00
EFT52990	11/06/2009	P AND W ELOY ELECTRICAL SERVICES	ELECTRICAL REPAIRS	-	5,076.84
EFT52991	11/06/2009	ENVIRONMENTAL RESOURCES MANAGEMENT AUSTRALIA	PEACE PARK - DRAFT DSI AND PREPARATION OF SAP AND SUMMARY LETTER	-	6,105.00
EFT52992	11/06/2009	EYERITE SIGNS	DESIGN POSTER AS REQUESTED - BATTLE OF THE BANDS	-	286.00
EFT52993	11/06/2009	FARMERS CENTRE (1978) PTY LTD	VEHICLE PARTS	-	22.20

EFT52994	11/06/2009	FRANEY & THOMPSON	TIMBER SUPPLIES FOR FORTS	-	939.94
EFT52995	11/06/2009	SANDRA GILFILLAN	Additional Fauna Survey works at Wilcox Rd gravel pit	-	274.00
EFT52996	11/06/2009	GLEN LEITCH MANAGEMENT PTY LTD T/A YOUNG AUSTRALIA WORKSHOP	FUND RAISER - THE STAR DANCERS FOR DAYCARE	-	330.00
EFT52997	11/06/2009	GRACEMUSIC PTY LTD	MARK ISAACS RESURGENCE BAND AT TOWN HALL 26/05/2009	-	3,080.00
EFT52998	11/06/2009	GREAT SOUTHERN GROUP TRAINING	APPRENTICES FEES	-	9,951.75
EFT52999	11/06/2009	GREAT SOUTHERN TAFE	4x SPONSORSHIP OF STUDENT SCHOLARSHIPS	-	2,029.00
EFT53000	11/06/2009	GREAT SOUTHERN BICYCLE COMPANY	Triple Bicycle Rack - VANCOUVER ARTS CENTRE	-	275.00
EFT53001	11/06/2009	GREAT SOUTHERN SAND AND LANDSCAPING SUPPLIES	5 x SEMI LOADS OF MULCH PLUS DRY HIRE OF PADFOOT ROLLER	-	6,710.00
EFT53002	11/06/2009	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING SUPPLIES	-	1,049.60
EFT53003	11/06/2009	GSM AUTO ELECTRICAL	VEHICLE PARTS/MAINTENANCE	-	1,490.25
EFT53004	11/06/2009	GT BEARING AND ENGINEERING SUPPLIES	(2LE) two ton swift lifters	-	397.00
EFT53005	11/06/2009	HART SPORT	NETBALL EQUIPMENT FOR ALAC	-	171.90
EFT53006	11/06/2009	WILFRED HATTON	TRAVEL ALLOWANCE - FORTS	-	149.60
EFT53007	11/06/2009	HAVOC BUILDERS PTY LTD	LABOUR SUPPLIED	-	3,531.00
EFT53008	11/06/2009	HELEN LEEDER-CARLSON	SENIORS ART CLASS	-	122.50
EFT53009	11/06/2009	CITIGATE PERTH	STAFF ACCOMMODATION	-	430.00
EFT53010	11/06/2009	ICKY FINKS WAREHOUSE SALES	canvases for Vancouver Arts Centre	-	184.45
EFT53011	11/06/2009	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA	IPWEA MODULE 10 - WASTE MANAGEMENT - 04/05 JUNE 2009 REGISTRATION FEES FOR VICKI DUNCAN, KENNA SUTHERLAND AND MAX CASEY	-	2,310.00
EFT53012	11/06/2009	JARMAN-LAYNE PK	Rates refund for assessment A5976 4	-	94.49
EFT53013	11/06/2009	JOHN KINNEAR AND ASSOCIATES	LEASE AREA MANAGEMENT - EMU BEACH HOLIDAY PARK	-	495.00
EFT53014	11/06/2009	JUST SEW EMBROIDERY	GODDESS POLOS AND LOGOS	-	213.40
EFT53015	11/06/2009	JUST A CALL DELIVERIES	INTERNAL MAIL DELIVERIES	-	947.55
EFT53016	11/06/2009	G AND J KELLY PTY LTD	300 DN TRUNK SEWER - 50%/LANDFORM RESEARCH ENVIRONMENTAL REPORT - 50%	-	5,245.30
EFT53017	11/06/2009	NOVA KETTLEWELL	GREENSHIELDS OPENING	-	84.00
EFT53018	11/06/2009	KING RIVER TURF	Metres Kikuyu Turf	-	233.75
EFT53019	11/06/2009	KLB SYSTEMS	COMPUTER AND NETWORK SUPPLIES & SERVICES	-	3,051.40
EFT53020	11/06/2009	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	-	400.00
EFT53021	11/06/2009	KOORI KIDS PTY LIMITED	CONTRIBUTION TOWARDS 2009 NAIDOC WEEK " INITIATIVES"	-	33.00
EFT53022	11/06/2009	ALBANY WORLD OF CARS	Check for vehicle not starting and added fuel to tank	-	782.00
EFT53023	11/06/2009	LEADING EDGE HIFI-ALBANY	1 X COMPLETE BASE SET (2 WAY RADIO)	-	1,312.30
EFT53024	11/06/2009	STATE LIBRARY OF WESTERN AUSTRALIA	LOST/DAMAGED BOOKS	-	298.05
EFT53026	11/06/2009	LOADTEK AUST	REPAIR LEAK ON BORNHOLM FIRE TRUCK	-	160.15
EFT53027	11/06/2009	LORLAINE DISTRIBUTORS PTY LTD	CLEANING ITEMS	-	37.25
EFT53028	11/06/2009	LOVES BUS SERVICE	TRANSPORT FROM VAC TO MANYPEAKS PRIMARY SCHOOL ONTO RESIDENCY MUSEUM	-	1,125.28
EFT53029	11/06/2009	LUNATIC ENTERTAINMENT	TOTAL INCOME FROM BOX OFFICE - MICK THOMAS AND THE SURE THING	-	455.00
EFT53030	11/06/2009	ALBANY PARTY HIRE	HIRE OF CHAIRS AND URN FOR US SUBMARINERS	-	

EFT53031	11/06/2009	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS	-	1,348.76
EFT53032	11/06/2009	MARSHALL MOWERS	PLANT REPAIRS - MOWER	-	16.70
EFT53033	11/06/2009	MATT GOODWIN PLUMBING & GAS	LOCATE AND ADVISE ON DRAIN ISSUES AT ALAC - PROVIDE REPORT AND SUPPLY DVD OF DRAIN EXAMINATION	-	2,460.00
EFT53034	11/06/2009	MCLEODS BARRISTERS & SOLICITORS	PROFESSIONAL FEES - HOLIDAY ACCOMODATION AT LOTS 2 AND 1823 FRENCHMAN BAY ROAD	-	16,460.73
EFT53035	11/06/2009	METROCOUNT PTY LTD	Repairs of classifier and supply of one USB download cable	-	272.80
EFT53036	11/06/2009	MIRA MAR VETERINARY SERVICES	DISPOSAL OF ANIMALS	-	79.75
EFT53037	11/06/2009	MJB INDUSTRIES PTY LTD	DRAINAGE ITEMS - DEFLECTOR SLAB LEFT/CONCRETE PIPES,SIDE ENTRIES,ETC	-	34,686.31
EFT53038	11/06/2009	MOTEL LE GRANDE	ACCOMMODATION BOOKING - GUEST: CRAIG SLARKE -12TH & 13TH MAY	-	110.00
EFT53039	11/06/2009	MOUNT BARKER COMMUNICATIONS	REPAIR BORNHOLM TV BROADCAST SITE AFTER LIGHTNING STRIKE	-	1,617.00
EFT53040	11/06/2009	NATIONAL LIBRARY OF AUSTRALIA	50 x Archival Storage Box (505mmx320mmx55mm)	-	927.50
EFT53041	11/06/2009	NATIONWIDE OIL PTY LTD	WASTE OIL COLLECTION - EMU POINT	-	341.00
EFT53042	11/06/2009	NKP CLEANING SERVICES	MAINTAIN TOILETS FOR CLASSIC CAR RACE	-	995.50
EFT53043	11/06/2009	ALBANY COMMUNITY PHARMACY	TWIN-RIX SHOTS	-	290.00
EFT53044	11/06/2009	OCS SERVICES PTY LTD	CLEANING SERVICES	-	5,996.56
EFT53045	11/06/2009	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES	-	165.20
EFT53046	11/06/2009	OPUS INTERNATIONAL CONSULTANTS LTD	Flood damage assessment for Beauchamp St/Bluff St	-	4,414.03
EFT53047	11/06/2009	OTIS ELEVATOR COMPANY P/L	LIFT MAINTENANCE	-	1,268.95
EFT53048	11/06/2009	PAINT INDUSTRIES PTY LTD	RUNWAY MARKING PAINT	-	1,430.48
EFT53049	11/06/2009	RECHARGE-IT	ASSORTED PRINTER INKS AND CARTRIDGES FOR TOWN HALL	-	405.10
EFT53050	11/06/2009	REEVES AND COMPANY BUTCHERS P/L	Meat for Volunteers Day VIP Movie Screening and Sundowner	-	522.85
EFT53051	11/06/2009	ROSMECH SALES AND SERVICE PTY LTD	Left Hand suction box complete with urethane lining, rubber flaps and top sealing ring - suit Scarab Mistral	-	1,941.99
EFT53052	11/06/2009	ROYAL LIFE SAVING SOCIETY AUSTRALIA	SENIOR FIRST AID COURSE	-	57.20
EFT53053	11/06/2009	RURAL CINEMA	Hire of rural cinema to screen 'Surf's Up' at the Albany Leisure and Aquatic Centre, Friday - 5 June 2009.	-	1,600.00
EFT53054	11/06/2009	SCHWEPPE AUSTRALIA	ASSORTED SOFT DRINKS FOR ALAC	-	512.21
EFT53055	11/06/2009	SEATADVISOR AUSTRALIA	MAY TICKET SALES - 1450 TICKETS	-	558.25
EFT53057	11/06/2009	SHRAPNEL URBAN PLANNING	ALBANY RETAIL STRATEGY FEE FOR COMPLETION OF THE ALBANY RETAIL STRATEGY AS DISCUSSED WITH ROBERT FENN	-	12,584.00
EFT53058	11/06/2009	SKILL HIRE	CASUAL STAFF	-	4,090.35
EFT53059	11/06/2009	SKYWEST AIRLINES	AIR FARE FOR MR CRAIG SLARKE OF McLEODS BARRISTERS & SOLICITORS	-	459.75
EFT53060	11/06/2009	SONYA MAREE SMITH	MOUNT ROMANCE CENTENNIAL ART PRIZE CO-ORDINATOR FEES	-	7,140.00
EFT53061	11/06/2009	SOUTHERN TOOL & FASTENER CO	PUMP - DIAPHRAGM 50.8X50.8 (2X2) SELF PRIMING PLUS ASSORTED HARDWARE ITEMS	-	3,002.65
EFT53062	11/06/2009	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING GOODS	-	2,025.29
EFT53063	11/06/2009	SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES	-	242.44
EFT53064	11/06/2009	SOURCECOM TECHNOLOGY SOLUTIONS	ASSORTED PRINTER CARTRIDGES	-	2,365.77

EFT53065	11/06/2009	SOUTHERN WATER CARTS	Hours Hire of Water Truck on 5 May 2009 [280]	-	495.00
EFT53066	11/06/2009	STABILISATION TECHNOLOGY	Hours Supervision for additional works on Airport runway	-	836.00
EFT53067	11/06/2009	ST JOHN AMBULANCE AUSTRALIA	SENIOR FIST AID CLASS	-	135.00
EFT53068	11/06/2009	SUNNY BRUSHWARE SUPPLIES PTY LTD	BROOM SUPPLIES & REPAIRS	-	1,562.00
EFT53069	11/06/2009	ALBANY LOCK SERVICE	LOCKSMITH SERVICES,REPAIRS ETC	-	24.00
EFT53070	11/06/2009	ALBANY IGA	GROCERIES	-	64.49
EFT53071	11/06/2009	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	-	521.87
EFT53072	11/06/2009	TELSTRA LICENSED SHOP ALBANY	1 X BLUE TOOTH HANDS FREE UNIT	-	159.00
EFT53073	11/06/2009	THE 12 VOLT WORLD	MAINTENANCE OF MANYPEAKS FIRE TRUCK	-	240.00
EFT53074	11/06/2009	TOTAL EDEN	GARDEN SUPPLIES	-	2.88
EFT53075	11/06/2009	CENTAMAN SYSTEMS PTY LTD	ANNUAL SOFTWARE SUPPORT LICENSE FEE 01/07/09 - 30/06/10	-	6,482.93
EFT53076	11/06/2009	TRUCKLINE	VEHICLE PARTS	-	375.29
EFT53077	11/06/2009	ALBANY TYREPOWER	TYRE PURCHASES/MAINTENANCE	-	96.95
EFT53078	11/06/2009	UPTOWN MUSIC	DUAL CHANNEL ARX DI+RC	-	678.30
EFT53079	11/06/2009	ALBANY AND GREAT SOUTHERN WEEKENDER	ADVERTISING	-	461.02
EFT53080	11/06/2009	LANDMARK LIMITED	1 BAG RYEGRASS - SPENCER PARK STAGE 1 & 2	-	118.86
EFT53081	11/06/2009	WESTERN POWER CORPORATION	3 ADELAIDE STREET - DESIGN FEE	-	500.00
EFT53082	11/06/2009	WESTERN WORK WEAR	UNIFORMS	-	640.22
EFT53083	11/06/2009	AMANDA LORAIN WESTCOTT	GODDESS PROGRAM COURSE DELIVERY	-	150.00
EFT53084	11/06/2009	WIZID PTY LTD	TUFF BANDS & TYVEK BANDS FOR ALAC	-	536.80
EFT53085	11/06/2009	DIANNE WOLFER	FOURTH PAYMENT INSTALLMENT FOR 2009 ANTHOLOGY	-	550.00
EFT53086	11/06/2009	WOOD AND GRIEVE ENGINEERS	Design of Millbrook Rd - design of rural road/re-construction	-	3,795.00
EFT53087	11/06/2009	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE	-	27.82
EFT53091	18/06/2009	3 D CATERING	CATERING FOR VAC	-	200.00
EFT53092	18/06/2009	ABA SECURITY	SECURITY SERVICES	-	82.50
EFT53093	18/06/2009	ACTIV FOUNDATION INC.	CLEANING RAGS	-	42.00
EFT53094	18/06/2009	AD CONTRACTORS PTY LTD	HIRE OF EARTHMOVING EQUIPMENT	-	65,994.00
EFT53095	18/06/2009	ADVERTISER PRINT	PRINTING SERVICES	-	13,492.00
EFT53096	18/06/2009	ALBANY ADVERTISER LTD	ADVERTISING - MARK ISAACS EVENT TOWN HALL	-	418.00
EFT53097	18/06/2009	ALBANY VALUATION SERVICES	RENTAL VALUATIONS - COIN OPERATED BINOCULARS MARINE DRIVE LOOKOUT	-	110.00
EFT53098	18/06/2009	ALBANY SIGNS	SIGN PURCHASES - REFLECTIVE TAPE FOR HILUX UTE	-	71.50
EFT53099	18/06/2009	ALBANY STATIONERS	STATIONERY SUPPLIES	-	156.90
EFT53100	18/06/2009	COASTAL CRANES ALBANY	CRANE HIRE	-	924.00
EFT53101	18/06/2009	ALBANY REFRIGERATION	LIBRARY AIR CONDITIONING MAINTENANCE	-	1,107.50
EFT53102	18/06/2009	ALBANY CITY CLEANERS	WINDOW CLEANING	-	275.00
EFT53103	18/06/2009	ALBANY COMBINED CABS PTY LTD	YAC TAXI FARES FROM PCYC AND NORTH ROAD OFFICES	-	59.70
EFT53104	18/06/2009	ALD FUEL INJECTION SERVICES	HAND PRIMER	-	31.02
EFT53105	18/06/2009	ALL EVENTS PROSOUND HIRE	TECH SUPPORT FOR JUST FIDDLING EVENT AT TOWN HALL	-	560.00
EFT53106	18/06/2009	ALLEASING PTY LTD	PHOTOCOPIER CHARGES	-	1,872.32

EFT53107	18/06/2009	ALLCOMMERCIAL FINANCE AUSTRALIA	MONTHLY LEASE PAYMENT FOR COMMERCIAL VAC & AQUA POOL CLEANER	-	471.31
EFT53108	18/06/2009	ALLPACK SIGNS PTY LTD	SUPPLY OF ASSORTED SIGNS & STREET SIGNS, GRABRAILS	-	4,458.85
EFT53109	18/06/2009	ANGUS AND ROBERTSON BOOK WORLD	Resourcing session choosing YA book stock	-	73.47
EFT53110	18/06/2009	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	-	781.44
EFT53111	18/06/2009	AUSTRALIAN TAXATION OFFICE	Payroll deductions	-	96,033.96
EFT53112	18/06/2009	BARNESBY FORD	VEHICLES/VEHICLE PARTS/REPAIRS	-	269.43
EFT53113	18/06/2009	ADVANCED TRAFFIC MANAGEMENT	Hours Hire of Traffic Control on 18 May 2009 (2 Controllers & 1 vehicle)	-	1,461.83
EFT53114	18/06/2009	BERTOLA HIRE SERVICES ALBANY PTY LTD	Hire of portable toilets, including yard pump and clean, delivery and return	-	1,061.50
EFT53115	18/06/2009	J BLACKWOOD AND SON LIMITED	Safety items	-	144.06
EFT53116	18/06/2009	ALBANY BOBCAT SERVICES	Bobcat services at Eco Park from 29th April to 15th May 2009	-	4,120.00
EFT53117	18/06/2009	P AND F BOCCAMAZZO PTY LTD	m3 of topsoil from Lion St delivered to Le Grande Ave	-	6,160.00
EFT53118	18/06/2009	BUNNINGS BUILDING SUPPLIES PTY LTD	PINE, POLES AND TOOLS	-	549.44
EFT53119	18/06/2009	CAMTRANS ALBANY PTY LTD	freight - PACKS BGC EZY PAVE CHARCOAL PAVERS 60MM	-	4,277.28
EFT53120	18/06/2009	CAMPBELL CONTRACTORS	EXTRA CONCRETE WORKS - SERPENTINE ROAD ALBANY	-	3,300.00
EFT53121	18/06/2009	CHRISTOPHER CHARLES BURNELL	REPAIRS TO ROUNDABOUT AND REPLACE MISSING STONES ON GARDEN BEDS	-	1,800.00
EFT53122	18/06/2009	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL CONTRACT	-	296,233.77
EFT53123	18/06/2009	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE	-	361.59
EFT53124	18/06/2009	COFFEY ENVIRONMENTS PTY LTD	CARRY OUT PRELIMINARY ENVIRONMENTAL ASSESSMENT FOR FRENCHMAN BAY RD - PRINCESS AVE	-	2,750.00
EFT53125	18/06/2009	COLES SUPERMARKETS AUSTRALIA P/L	GROCERIES FOR DAY CARE	-	655.07
EFT53126	18/06/2009	CONSTRUCTION EQUIPMENT AUSTRALIA	VEHICLE PARTS	-	76.84
EFT53127	18/06/2009	COURIER AUSTRALIA	FREIGHT FEES	-	88.28
EFT53128	18/06/2009	COUNTRYWIDE SIGNS	ALUMINIUM SIGNS - 2 X 1000 X 400 FOR OIL BUNKER AT EMU POINT MARINA	-	242.00
EFT53129	18/06/2009	COVENTRYS	VEHICLE PARTS	-	416.68
EFT53130	18/06/2009	CEMEX AUSTRALIA PTY LTD	CONSTRUCTION MATERIALS	-	427.46
EFT53131	18/06/2009	AL CURNOW HYDRAULICS	VEHICLE PARTS/MAINTENANCE	-	875.60
EFT53132	18/06/2009	CUTTING EDGES PTY LTD	VEHICLE PARTS	-	349.51
EFT53133	18/06/2009	DATA #3 LIMITED	WinSvrStd 2008 MS2003 Upgrade including trainign	-	18,124.14
EFT53134	18/06/2009	DEEP WOODS SURVEYS WESTERN AUSTRALIA	RADIOCARBON SAMPLES	-	2,200.00
EFT53135	18/06/2009	LANDGATE	TITLE SEARCHES	-	20,287.75
EFT53136	18/06/2009	DORALANE PASTRIES	PASTRIES FOR TIMEOUT CAFE	-	441.65
EFT53137	18/06/2009	EATCHA HEART OUT CAFE	CATERING SERVICES	-	1,110.00
EFT53138	18/06/2009	ECO HEALTH HOLDINGS	PROVIDE ENVIRONMENTAL HEALTH SERVICES FOR MAY 2009	-	9,900.00
EFT53139	18/06/2009	P AND W ELOY ELECTRICAL SERVICES	ELECTRICAL REPAIRS	-	2,498.48
EFT53140	18/06/2009	ALBANY ENGINEERING COMPANY	MAINTENANCE VEHICLES	-	496.24
EFT53141	18/06/2009	EVERTRANS MOTOR BODY BUILDERS	VEHICLE REPAIRS	-	1,400.30
EFT53142	18/06/2009	FARM FRESH WHOLESALERS	CATERING SUPPLIES	-	227.59
EFT53143	18/06/2009	FARMERS CENTRE (1978) PTY LTD	Front PTO shaft to suit McCormick tractor	-	1,324.90
EFT53144	18/06/2009	FERNANDO N & CR	Rates refund for assessment A179869	-	384.78

EFT	DATE	DESCRIPTION	AMOUNT	BALANCE
EFT53145	18/06/2009	FIRE AND EMERGENCY SERVICES AUTHORITY OF WESTERN AUSTRALIA	-	174,761.66
EFT53146	18/06/2009	GRANDE FOOD SERVICE	-	401.21
EFT53147	18/06/2009	GREAT SOUTHERN TAFF	-	1,600.00
EFT53148	18/06/2009	GREAT STHN PEST & WEED CONTROL	-	3,459.00
EFT53149	18/06/2009	GREAT SOUTHERN PERSONNEL	-	102.93
EFT53150	18/06/2009	GREAT SOUTHERN PACKAGING SUPPLIES	-	174.90
EFT53151	18/06/2009	GREAT SOUTHERN BEARINGS	-	12.41
EFT53152	18/06/2009	GT BEARING AND ENGINEERING SUPPLIES	-	35.00
EFT53153	18/06/2009	HAYNES ROBINSON	-	440.00
EFT53154	18/06/2009	HOWARD MACHINERY	-	250.02
EFT53155	18/06/2009	JASON SIGMMAKERS	-	256.15
EFT53156	18/06/2009	JOHN KINNEAR AND ASSOCIATES	-	17,400.00
EFT53157	18/06/2009	KALGAN BUSHFIRE BRIGADE	-	350.42
EFT53158	18/06/2009	KANDOO WINDSCREENS	-	88.00
EFT53159	18/06/2009	KNOTTS PLUMBING PTY LTD	-	492.00
EFT53160	18/06/2009	LAWRENCE AND HANSON	-	403.61
EFT53161	18/06/2009	LINK ENERGY PTY LTD	-	59,356.23
EFT53162	18/06/2009	M & A STEEL FABRICATION	-	4,642.00
EFT53163	18/06/2009	ALBANY PARTY HIRE	-	3,380.72
EFT53164	18/06/2009	MANYPEAKS GENERAL STORE	-	37.99
EFT53165	18/06/2009	MCINTOSH AND SON	-	242.66
EFT53166	18/06/2009	MCLEODS BARRISTERS & SOLICITORS	-	5,005.00
EFT53167	18/06/2009	MERLE ANNE FLORIST	-	140.00
EFT53168	18/06/2009	MINORBA GRAZING CO	-	1,164.35
EFT53169	18/06/2009	MOUNT BARKER COMMUNICATIONS	-	8,829.00
EFT53170	18/06/2009	NEVILLES HARDWARE & BUILDING SUPPLIES	-	336.85
EFT53171	18/06/2009	OKEEFE'S PAINTS	-	204.61
EFT53172	18/06/2009	OPUS INTERNATIONAL CONSULTANTS LTD	-	10,615.40
EFT53173	18/06/2009	ORICA AUSTRALIA P/L	-	1,842.50
EFT53174	18/06/2009	OTEK AUSTRALIA PTY LTD	-	840.14
EFT53175	18/06/2009	PALMER EARTHMOVING (AUSTRALIA) P/L	-	519.75
EFT53176	18/06/2009	PETER GRAHAM AND COMPANY LTD	-	121.00
EFT53177	18/06/2009	RAECO INTERNATIONAL PTY LTD	-	93.41
EFT53178	18/06/2009	ROSMECH SALES AND SERVICE PTY LTD	-	558.68
EFT53179	18/06/2009	SCHWEPPE AUSTRALIA	-	452.66
EFT53180	18/06/2009	SERVICE FINANCE CORPORATION LIMITED	-	321.76
EFT53181	18/06/2009	SHERIDANS FOR BADGES	-	37.08
		2008/09 ESL QUARTERLY PAYMENT NUMBER 4	-	
		CATERING ITEMS FOR ALAC CAFE	-	
		TRAINING - CERT III HORTICULTURE	-	
		BRIDGE INSPECTIONS	-	
		LOTTERIES HOUSE GARDENING	-	
		CLEANING GOODS	-	
		PLANT REPAIRS - DAYCO BELT	-	
		Sling (mrs2000x2) FOR DRAINAGE WORKS - BAYONET HEAD	-	
		LEGAL FEES-AIRPORT HANGAR SITE 16	-	
		VEHICLE PARTS	-	
		SIGNS FOR AIRPORT VEHICLES	-	
		State Blackspot Surveys - Wilson/O'Connell	-	
		FIRE TRUCK FUELS FOR MAY 2009	-	
		FIT WINDSCREEN TO BOBCAT	-	
		PLUMBING REPAIRS/MAINTENANCE	-	
		MARKING PAINT, WET WEATHER GEAR, SAFTEY EQUIPMENT PURCHASES	-	
		LTRS DIESEL FUEL	-	
		Bridge steel and fafrication for eco park	-	
		PAVILION FREESTANDING, CHAIRS, STAGE FOR ALBANY CLASSIC	-	
		MANYPEAKS BUSHFIRE BRIG - FUEL	-	
		VEHICLE PARTS	-	
		EMPLOYMENT LAW ADVICE 2009	-	
		Floral Wreath for 31st May 2009 Various Colours	-	
		SPENCER PARK STAGES 1 & 2 GROUND ADDITIONS	-	
		ATTEND WELLSTEAD TV BROADCAST SITE 2/2/2009 SBS OUTAGE - REVISIT SITE - 3/2/2009 REMOVED FAULTY POWER SUB METER FROM CIRCUIT	-	
		HARDWARE SUPPLIES	-	
		PAINT & PAINTING SUPPLIES	-	
		CULL ROAD DEVELOPMENT - CIVIL ENGINEERING SERVICES 10/4/2009 - 15/5/2009	-	
		CHLORINE GAS FOR ALAC	-	
		CONTAMINATED SITES AUDIT - ANZAC PEACE PARK	-	
		Hours Hire of Low Loader from Mettlers Lake to Depot on 22 May 2009	-	
		NOZZLE ADAPTORS FOR AIRPORT	-	
		ASSORTED SPINE LABELS FOR LIBRARY	-	
		LH FLAP ARM AND DELIVERY FOR DEPOT PLANT ITEM	-	
		ASSORTED SOFT DRINKS FOR ALAC CAFE	-	
		COFFEE MACHINE MONTHLY RENTAL PAYMENT	-	
		Albany Public Library name badge	-	



EFT53182	18/06/2009	SHIRE OF DENMARK	3750 seedlings for planting at Lowlands reserve	-	3,000.00
EFT53183	18/06/2009	SHOP FOR SHOPS STOREWORKS	COUNTERTOP SHOWCASE FOR ALAC	-	200.00
EFT53184	18/06/2009	SIGNS PLUS	STAFF NAME BADGES	-	41.40
EFT53185	18/06/2009	SKILL HIRE	CASUAL STAFF	-	6,490.44
EFT53186	18/06/2009	SOUTHERN ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE AT ALAC	-	9,690.25
EFT53187	18/06/2009	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	-	703.70
EFT53188	18/06/2009	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING GOODS ALAC CAFE	-	2,643.48
EFT53189	18/06/2009	SOUTHERN SCENE PTY LTD	Large print library books as selected	-	479.91
EFT53190	18/06/2009	SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES - TOWN HALL	-	472.01
EFT53191	18/06/2009	SPECTRUM THEATRE INC	REFUND OF ELECTRICITY CHARGES 28/01/09 TO 30/04/09	-	207.25
EFT53192	18/06/2009	STIRLING CONFECTIONERY PLUS	CONFECTIONERY SUPPLIES FOR ALAC CAFE	-	752.14
EFT53193	18/06/2009	ST JOHN AMBULANCE AUSTRALIA	SENIOR FIRST AID COURSE	-	140.00
EFT53194	18/06/2009	STORM OFFICE NATIONAL	PHOTOCOPIER CHARGES - LOTTERIES HOUSE	-	38.53
EFT53195	18/06/2009	ALBANY IGA	SOFT DRINKS FOR TOWN HALL	-	85.36
EFT53196	18/06/2009	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	-	1,492.94
EFT53197	18/06/2009	THE NAKED BEAN COFFEE ROASTERS	COFFEE SUPPLIES FOR ALAC CAFE	-	225.00
EFT53198	18/06/2009	TICKETS.COM	DATABOX SUPPORT	-	104.10
EFT53199	18/06/2009	TOLL PRIORITY	FREIGHT	-	1,141.58
EFT53200	18/06/2009	TRAILBLAZERS	UNIFORMS ALAC	-	721.55
EFT53201	18/06/2009	TRUCKLINE	VEHICLE PARTS	-	10.37
EFT53202	18/06/2009	ALBANY TYREPOWER	Tyres to suit Isuzu truck.	-	632.00
EFT53203	18/06/2009	ALBANY AND GREAT SOUTHERN WEEKENDER	Half-page ROP ad for local government reform in Weekender Thursday 21 May.	-	842.40
EFT53204	18/06/2009	ALBANY AND GREAT SOUTHERN WEEKENDER	x grundfos CR 15 - 5 multi stage pump as quoted	-	2,600.00
EFT53205	18/06/2009	THINKWATER ALBANY	Single column lineage ad for sub-licence agreement with City of Albany logo in West	-	545.29
EFT53206	18/06/2009	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Australian on Wednesday 27 May in Local Government Notices.	-	1,650.00
EFT53207	18/06/2009	WESTERBERG MARINE	FIBREGLASS AND ALUMINIUM LADDER REPAIRS TO CAPE RICHE PONTOON INCLUDING EXCESS FOR CAPE RICHE PONTOON - CLAIM NUMBER 019253	-	49,298.00
EFT53208	18/06/2009	WESTERN POWER CORPORATION	CULL ROAD STAGE 1 SUBDIVISION ENERGISATION	-	105.05
EFT53209	18/06/2009	WESTERN WORK WEAR	UNIFORMS	-	200.00
EFT53210	18/06/2009	AMANDA LORRAINE WESTCOTT	COURSE DELIVERY OF GODDESS PROGRAM WEEK 6 9/6 & 11/6	-	570.24
EFT53211	18/06/2009	WISE HIRE	Metres of temporary fence panel	-	1,305.10
EFT53212	18/06/2009	WOODLAND DISTRIBUTORS & AGENCIES	Steel slatted seat 2m long,boltedown attachment.Powercoated plus freight	-	62.00
EFT53213	18/06/2009	YAKKA PTY LTD	UNIFORMS	-	108.12
EFT53214	18/06/2009	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE	-	5,550.00
EFT53215	25/06/2009	AD CONTRACTORS PTY LTD	Dry hire of Loader as per Contract no: C06008 for May 2009	-	2,511.94
EFT53216	25/06/2009	ALBANY ADVERTISER LTD	Full Page Advertisement for Volunteers Day Events 2009	-	129.62
EFT53217	25/06/2009	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	-	1,714.00
EFT53218	25/06/2009	ALBANY SWEEP CLEAN	Sweep carparks, cycleways & boardwalks as per quotation EQU043_034_2008.3 until 30 June 2009	-	

EFT53219	25/06/2009	ALBANY STATIONERS		STATIONERY SUPPLIES	-	66.70
EFT53220	25/06/2009	ALBANY CHAMBER OF COMMERCE & INDUSTRY		BUSINESS BREAKFAST	-	27.50
EFT53221	25/06/2009	ALBANY CHORAL SOCIETY INCORPORATED		GROSS TICKET INCOME - FLIGHTS OF FANCY	-	862.01
EFT53222	25/06/2009	ALBANY AUSSI MASTERS SWIMMING CLUB INCORPORATED		COMMUNITY FINANCIAL ASSISTANCE PROGRAM	-	1,000.00
EFT53223	25/06/2009	HOME TIMBER & HARDWARE		CLEANER REMOVER	-	27.27
EFT53224	25/06/2009	ALBOX AUSTRALIA PTY LTD		Boxfiles; photo mounts; photo page as per quote #00035769	-	605.26
EFT53225	25/06/2009	ALBANY OFFICE PRODUCTS DEPOT		6x Enervate Chairs - Black	-	2,210.10
EFT53226	25/06/2009	ALBANY NEWS DELIVERY		NEWSPAPER DELIVERIES	-	134.20
EFT53227	25/06/2009	ALBANY CITY CLEANERS		WINDOW CLEANING	-	660.00
EFT53228	25/06/2009	ALBANY CENTRAL CABINETS		SHELVING AND CUPBOARDS FOR MOBILE VAN	-	2,125.20
EFT53229	25/06/2009	ALD FUEL INJECTION SERVICES		HAND PRIMER	-	31.02
EFT53230	25/06/2009	ALINTA		GAS USAGE CHARGES	-	21,779.90
EFT53231	25/06/2009	ALLPACK SIGNS PTY LTD		SIGNAGE	-	114.40
EFT53232	25/06/2009	AMITY CRAFTS		MONITORING CONDITION OF WORKS IN ART COLLECTION	-	1,617.00
EFT53233	25/06/2009	ANGUS AND ROBERTSON BOOK WORLD		NEWSPAPERS/BOOKS/MAGAZINES/STATIONERY	-	440.32
EFT53234	25/06/2009	APH CONTRACTORS PTY LTD		LOT 247 CULL ROAD ALBANY SUBDIVISION PORTION STAGE 1A	-	467,210.00
EFT53235	25/06/2009	AUSTRAL MERCANTILE COLLECTIONS P/L		RATE COLLECTION COSTS	-	516.80
EFT53236	25/06/2009	BATTERY WORLD		New battery for LG phone(0428833763) John Mitchell trades supervisor	-	50.00
EFT53237	25/06/2009	BERTOLA HIRE SERVICES ALBANY PTY LTD		1 day hire of mini excavator	-	994.94
EFT53238	25/06/2009	BLACKWOODS		UVEX UNIGRIP GLOVES UG6629F1 SIZE 8	-	511.72
EFT53239	25/06/2009	ALBANY BOBCAT SERVICES		Hours bobcat & truck hire for backfill behind kerbing	-	1,640.00
EFT53241	25/06/2009	BUNNINGS BUILDING SUPPLIES PTY LTD		300 x 300 x 300 plastic drainage sump and steel lid	-	172.83
EFT53242	25/06/2009	C&C MACHINERY CENTRE		VEHICLE MAINTENANCE/PARTS	-	1,065.37
EFT53243	25/06/2009	CABCHARGE AUSTRALIA LIMITED		TAXI FARES	-	247.72
EFT53244	25/06/2009	CAMLIN SPRINGS WATER DISTRIBUTORS		WATER CONTAINER REFILLS	-	540.00
EFT53245	25/06/2009	CAMPBELL CONTRACTORS		Construct concrete footpaths	-	58,158.56
EFT53246	25/06/2009	J AND S CASTLEHOW ELECTRICAL SERVICES		ELECTRICAL REPAIRS/MAINTENANCE	-	7,526.64
EFT53247	25/06/2009	CHEMCENTRE		Barry Price to analyse six soil samples for acid generation potential by the SPOCAS method	-	891.00
EFT53248	25/06/2009	CITY OF GERALDTON-GREENOUGH		WA REGIONAL CITIES ALLIANCE SCOPING REPORT CONSULTANCY CHARGE	-	5,500.00
EFT53249	25/06/2009	CID EQUIPMENT PTY LTD		VEHICLE PARTS	-	395.08
EFT53250	25/06/2009	COCA-COLA AMATIL PTY LTD		SOFT DRINK FOR ALAC CAFE	-	320.94
EFT53251	25/06/2009	SUE CODEE		CO-ORDINATION OF COMMUNITY CULTURAL PLAN ACTIVITIES	-	1,100.00
EFT53252	25/06/2009	COLES SUPERMARKETS AUSTRALIA P/L		GROCERIES FOR DAY CARE	-	630.73
EFT53253	25/06/2009	COURIER AUSTRALIA		FREIGHT FEES	-	125.69
EFT53254	25/06/2009	COUNTRYWIDE SIGNS		5 x Signage as per quote dated 27/5/09	-	660.00
EFT53255	25/06/2009	COVENTRYS		VEHICLE PARTS	-	27.15

EFT53256	25/06/2009	AL CURNOW HYDRAULICS	VEHICLE PARTS/MAINTENANCE	-	357.38
EFT53257	25/06/2009	CYNERGIC COMMUNICATIONS	MANAGED SERVER	-	493.90
EFT53258	25/06/2009	D & K ENGINEERING	Repair Reach mower mounting brackets as required.	-	1,546.60
EFT53259	25/06/2009	DAY NJ/SJ	2009 MOUNT ROMANCE CENTENNIAL ART PRICE - JUDGES ACCOMMODATION	-	150.00
EFT53260	25/06/2009	MICHELE DAYMAN	REIMBURSEMENT FOR ROAD CLOSURE	-	60.00
EFT53261	25/06/2009	DENMARK BULLETIN & MEDIA SERVICES	City of Albany display classic for entertainment centre naming competition in Denmark Bulletin on Thursday 14 May under the heading Public Notices.	-	178.75
EFT53262	25/06/2009	LANDGATE	TITLE SEARCHES	-	140.00
EFT53263	25/06/2009	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	HYGIENE CONTRACT	-	1,575.86
EFT53264	25/06/2009	DORALANE PASTRIES	Catering for annual Regional Meeting held at APL - 10th June 2009	-	220.88
EFT53265	25/06/2009	DOWN UNDER MOTORCYCLE TOURS	UPGRADE BICYCLES 2 HOURS	-	176.00
EFT53266	25/06/2009	JOHN DRUMMOND	REIMBURSEMENT FOR PERSONAL GUN POWDER USED DURING GUN SALUTE	-	118.00
EFT53267	25/06/2009	P & W ELOY ELECTRICAL SERVICES	ELECTRICAL REPAIRS	-	2,535.86
EFT53269	25/06/2009	FARM FRESH WHOLESALERS	CATERING SUPPLIES	-	320.16
EFT53270	25/06/2009	FARMERS CENTRE (1978) PTY LTD	VEHICLE PARTS	-	158.65
EFT53271	25/06/2009	FRANEY & THOMPSON	TIMBER SUPPLIES	-	116.28
EFT53272	25/06/2009	GLASS SUPPLIERS	REGLAZE WINDOWS/DOORS - TOWN HALL DISABLED FEMALE TOILET	-	530.97
EFT53273	25/06/2009	GREAT SOUTHERN GROUP TRAINING	APPRENTICES FEES - NATHAN GLIGOREVIC	-	10,583.22
EFT53274	25/06/2009	GREAT STHN PEST & WEED CONTROL	CARRY OUT REGULAR MAINTENANCE SERVICE FOR THE MANAGEMENT OF RODENTS	-	99.00
EFT53275	25/06/2009	SOUTHERN BLADE WORKS	TRADES EQUIPMENT	-	81.40
EFT53276	25/06/2009	GREAT SOUTHERN SAND AND LANDSCAPING SUPPLIES	Hire of Compactor as per Contract no: C06010 for month of May 2009	-	8,852.58
EFT53277	25/06/2009	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING GOODS	-	740.14
EFT53278	25/06/2009	GREAT SOUTHERN BEARINGS	FLANGE HOUSING	-	295.68
EFT53279	25/06/2009	GREAT SOUTHERN DEVELOPMENT COMMISSION	NRM DINNER DEPUTY MAYOR WOLFE & MRS WOLFE	-	100.00
EFT53280	25/06/2009	GROCOTT TRANSPORT	Hours Hire of Semi Tipper on 9 June 2009 [05]	-	4,096.40
EFT53281	25/06/2009	HARVEY WORLD TRAVEL (ALBANY)	AIR FARE AND ACCOMMODATION FOR MAYOR MILTON EVANS	-	1,963.00
EFT53282	25/06/2009	HARLEY SURVEY GROUP PTY LTD	LOT 252 MUELLER STREET LOCKYER	-	1,026.71
EFT53283	25/06/2009	HART SPORT	HART FLAT LADDER, ROLLERS, POLAR	-	350.90
EFT53284	25/06/2009	IBM AUSTRALIA LTD	MONTHLY SCHEDULE FOR SERVICES FOR IBM EXPRESS MANAGED SERVICES	-	1,307.08
EFT53285	25/06/2009	INSIDE AND OUT CAR CARE	WASH AND POLISH 9003 A	-	205.00
EFT53286	25/06/2009	ISIS CAPITAL LIMITED	GYM EQUIPMENT MONTHLY RENTAL PAYMENT	-	3,494.82
EFT53287	25/06/2009	JUST SEW EMBROIDERY	REPAIR UNIFORMS	-	71.50
EFT53288	25/06/2009	KLB SYSTEMS	COMPUTER AND NETWORK SUPPLIES & SERVICES	-	18,634.00
EFT53289	25/06/2009	KNOTTS PLUMBING PTY LTD	PLUMBING REPAIRS/MAINTENANCE	-	1,134.29
EFT53290	25/06/2009	LAND LINE ENTERPRISES PTY LTD	Installation of Drainage products on Lower Denmark Road	-	62,588.50

EFT53291	25/06/2009	LEIGH-MARDON BARCODE UNIT	3000 Stockitem Barcodes as per previous orders. + freight.	-	261.80
EFT53292	25/06/2009	HELEN LEIGHTON GARDEN DESIGN	To provide a concept design for Bob Thompson Gardens and the immediate surrounds - Stage 1 as per proposal	-	484.00
EFT53293	25/06/2009	STATE LIBRARY OF WESTERN AUSTRALIA	Better Beginnings Kit Materials	-	2,829.80
EFT53294	25/06/2009	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS	-	1,271.06
EFT53295	25/06/2009	MCLEODS BARRISTERS & SOLICITORS	VALIDITY OF DEVELOPMENT APPROVAL	-	5,872.35
EFT53296	25/06/2009	MJB INDUSTRIES PTY LTD	Lengths RRU 375MM PIPES CLASS 3	-	8,378.84
EFT53297	25/06/2009	MOUNT BARKER COMMUNICATIONS	TWO WAY SUPPLIES/MAINTENANCE/ACCESSORIES	-	2,143.30
EFT53298	25/06/2009	NEVE CONTRACTING	PROGRESS PAYMENT FOR STEEL WORK FOR DH AT MT CLARENCE	-	5,500.00
EFT53299	25/06/2009	NEWBYS AUTOMOTIVE ELECTRICIANS	VEHICLE PARTS/REPAIRS	-	193.05
EFT53300	25/06/2009	OPUS INTERNATIONAL CONSULTANTS LTD	CONTRACT C06043 CULL ROAD SUBDIVISION	-	28,765.00
EFT53301	25/06/2009	ORICA AUSTRALIA P/L	CHLORINE	-	340.66
EFT53302	25/06/2009	PAUL ARMSTRONG PANELBEATERS	INSURANCE EXCESS FORD MONDEO 7158 A	-	300.00
EFT53303	25/06/2009	PERTH FM RADIO PTY LTD	Media Buy - Mix 94.5 FM for Winter Campaign for Amazing Albany	-	22,000.00
EFT53304	25/06/2009	PETER GRAHAM AND COMPANY LTD	TEE JET NOZZLES AND CAPS FOR AIRPORT	-	60.00
EFT53305	25/06/2009	PLASTICS PLUS	ONE PLASTIC TUB (80 LITRE )	-	37.79
EFT53306	25/06/2009	POWELL SECURITY SERVICES	SERURITY SERVICES	-	136.00
EFT53307	25/06/2009	POWERHOUSE ARCHITECTURAL DRAFTING	Redesign Eco Toilet to include Eco San toilet system, complete with structural engineering certification on all three designs	-	1,672.00
EFT53309	25/06/2009	PULLINGER READHEAD LUCAS	PROFESSIONAL FEES	-	1,861.75
EFT53311	25/06/2009	RAYS SPORTS POWER	BIRD FRIGHT FOR AIRPORT	-	997.50
EFT53312	25/06/2009	RECHARGE-IT	NEW COMPATIBLE HP COLOUR BLACK TONER CARTRIDGES	-	155.00
EFT53313	25/06/2009	ROCK N ROLL CIRCUS INC	ROYALTIES FOR 61 CIRCUS ACTS IN 60 MINS	-	122.29
EFT53314	25/06/2009	SCHWEPPE AUSTRALIA	SOFT DRINK SUPPLIES FOR ALAC	-	108.65
EFT53315	25/06/2009	SERENITY PARK	DISPOSAL OF DOGS	-	240.00
EFT53316	25/06/2009	G & L SHEETMETAL	Z/ALUME FLASHINGS FOR DEPOT BUILDING ALTERATIONS	-	178.20
EFT53317	25/06/2009	SHOP FOR SHOPS STOREWORKS	BUILDING MAINTENANCE - ALAC	-	143.50
EFT53318	25/06/2009	SKILL HIRE	CASUAL STAFF- AW ROBERTS	-	5,616.19
EFT53319	25/06/2009	SLATER-GARTRELL SPORTS	SPORTING EQUIPMENT	-	70.40
EFT53320	25/06/2009	SOUTHWAY DISTRIBUTORS (WA) PTY LTD	CATERING GOODS FOR ALAC CAFE	-	2,824.65
EFT53321	25/06/2009	SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES	-	8,545.22
EFT53322	25/06/2009	SOUTHERN WATER CARTS	Hours Hire of Water Truck on 7 April 2009	-	165.00
EFT53323	25/06/2009	STIRLING CONFECTIONERY PLUS	CONFECTIONERY	-	438.96
EFT53324	25/06/2009	ST JOHN AMBULANCE AUSTRALIA	FIRST AID SUPPLY OF TRAINING PAD FOR DEFIB	-	147.00
EFT53325	25/06/2009	ALBANY LOCK SERVICE	LOCKSMITH SERVICES,REPAIRS ETC	-	278.70
EFT53326	25/06/2009	SYNERGY	ELECTRICITY SUPPLIES	-	45.20
EFT53327	25/06/2009	T & C SUPPLIES	BAGS GREY CEMENT	-	1,164.67
EFT53328	25/06/2009	C.Y. O'CONNOR COLLEGE OF TAFE	RANGERS TRAINING	-	560.00

EFT53329	25/06/2009	TELSTRA FINANCE AND ADMINISTRATION, PLANT DAMAGES	REPAIR DAMAGE TELSTRA PLANT 2372 LOWER DENMARK ROAD KRONKUP	-	2,209.27
EFT53330	25/06/2009	THE NAKED BEAN COFFEE ROASTERS	COFFEE SUPPLIES FOR ALAC CAFE	-	318.00
EFT53331	25/06/2009	THE 12 VOLT WORLD	12V FAN BRIG AMITY	-	150.00
EFT53332	25/06/2009	THOMPSON MICROBERT EDGELOE	PROFESSIONAL ENGINEERING SERVICES - DESIGN FOOTPATHS - LE PEROUSE RD	-	7,509.70
EFT53333	25/06/2009	TOTAL EDEN	GARDEN SUPPLIES	-	163.90
EFT53334	25/06/2009	TOTALLY CONFIDENTIAL RECORDS MANAGEMENT	ARCHIVE BOXES	-	231.00
EFT53335	25/06/2009	TRAILBLAZERS	UNIFORMS	-	147.15
EFT53336	25/06/2009	TRADELINK PLUMBING SUPPLIES	Six metre lengths of 150mm pvc storm water pipe	-	280.50
EFT53337	25/06/2009	TRU-BLU GROUP PTY LTD	HIRE OF CHERRY PICKER	-	320.00
EFT53338	25/06/2009	ALBANY TYREPOWER	TYRE PURCHASES/MAINTENANCE	-	2,055.40
EFT53339	25/06/2009	ARMOGEDIN PTY LTD T/A5 VANCOUVER WASTE SERVICES	GREEN WASTE SERVICES	-	21,945.56
EFT53340	25/06/2009	THE VINTAGE SPORTS CAR CLUB OF WA (INC)	REMUNERATION OF THE EVENT CO-ORDINATOR FOR THE ALBANY CLASSIC MOTOR EVENT 2009	-	3,300.00
EFT53341	25/06/2009	ALBANY AND GREAT SOUTHERN WEEKENDER	ADVERTISING	-	6,660.94
EFT53342	25/06/2009	THINKWATER ALBANY	IRRIGATION SUPPLIES	-	2,032.09
EFT53343	25/06/2009	LANDMARK LIMITED	WIRE AND SUNDRIES	-	1,209.00
EFT53344	25/06/2009	WESTSHRED DOCUMENT DISPOSAL	DOCUMENT DISPOSAL	-	354.20
EFT53345	25/06/2009	WESTERN POWER CORPORATION	MP101291 ALBANY DIGITAL DATA REFERENCE 03211558	-	258.00
EFT53346	25/06/2009	WIN TELEVISION WA PTY LTD	ADVERTISING FOR CLASSIC MOTOR EVENT ON WIN TELEVISION	-	3,384.70
EFT53347	25/06/2009	WOOD AND GRIEVE ENGINEERS	CITY OF ALBANY FLOODING KALGAN HEIGHTS - PROFESSIONAL CONSULTING SERVICES	-	4,488.00
EFT53348	25/06/2009	WURTH AUSTRALIA PTY LTD	CONSUMABLES FOR DEPOT	-	222.16
EFT53349	25/06/2009	YAKKA PTY LTD	UNIFORMS	-	1,288.24
EFT53350	25/06/2009	YOUNGS SIDING PROGRESS ASSOCIATION INC	COMMUNITY FINANCIAL ASSISTANCE PROGRAM	-	2,360.00
EFT53352	26/06/2009	ALBANY FINE MUSIC SOCIETY	TOTAL INCOME FROM BOX OFFICE - THE BIG FIDDLE GIG	-	5,863.95
EFT53353	26/06/2009	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENT - LOAN 29	-	790,874.94
<b>TOTALS</b>				-	<b>2,770,934.88</b>

**MAY 2009 MASTERCARDS**

<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
14/05/2009	Perth Ambassador Hotel	PIA CPP Course	409.60
6/05/2009	Selex Sistemi Integrat	EDWS CEO Conference	3,261.31
1/05/2009	Mercure Sydney	CEO & EDWS Conference	1,305.29
3/05/2009	Jessica's Restaurant	Local Government Councillors meeting	430.25
4/05/2009	Grand Palace Restaurant	Meals - Local Govt reform workshop	255.30
5/05/2009	Hyatt Regency Perth	Accomm - Local Govt reform workshop	1,020.00
11/05/2009	Skywest	Legal opinion meeting	458.65
18/05/2009	Skywest	Planning - legal team review	524.65
4/05/2009	Skywest	Re State Library of WA	425.65
5/05/2009	Magshop	Annual subscriptions - journals	424.00
5/05/2009	lsubscribe	Annual subscriptions - journals	215.00
6/05/2009	Magshop	Annual subscriptions - journals	803.20
20/05/2009	Harbour View Hotel - Sydney	Australia Day Conference	522.00

**CREDIT CARDS**

**10,054.90**

**TOTAL**

**SALARIES / WAGES - JUN 09**

**770,784.52**

**TOTAL**

## 2009/2010 COMMUNITY EVENTS FINANCIAL ASSISTANCE PROGRAM

**[Agenda Item 14.1.3]**  
**[Bulletin Item 1.2.1]**

Applicant	Event Details	Date of Event	Grant Request (ex gst)	Total Event Cost	Other grants/sponsors	Officer Rec. Amnt	Description / Rationale	Event Type
Albany 2010 Classic Motor Event Organising Committee	Annual Hillclimb and Round the Houses Motor Sports	30 May 2009 to 01 June 2009	\$20,000	\$140,000	Lotterywest, Eventscorp, Healthways, VSCC business sponsors	\$20,000	Council made a commitment to fund at \$20,000 for the Icon event years. Brings a significant number of visitors to Albany and is a long running event. <u>Recommendation:-</u> Fully fund the request.	Icon Event 2010, 2011, 2012
Albany RSL Sub-Branch	ANZAC Day Commemorative Service	24/25 April 2010	\$9,841	\$14,591	Donations	\$7,295.50	Council has previously resolved to recognise the ANZAC and mid-morning services as Icon status. Increasing numbers of people are attending this event. <u>Recommendation:-</u> Max allowable grant is \$7,295.50 due to Funding guidelines.	Icon Event 2009, 2010, 2011
Albany Agricultural Society Inc.	Albany Agricultural Show	13 <sup>th</sup> and 14 <sup>th</sup> November 2009	\$10,000	\$312,010	Business Sponsorship	\$8,000	The Albany Agricultural Show is held annually and attracts an audience of around 22,000 people over two days (approx 25% being tourists). Significant volunteer effort (over 400) is applied <u>Recommendation:-</u> Partially fund as per previous year.	Icon Event 2008, 2009, 2010
Art South WA Inc	7 <sup>th</sup> Annual Art and Craft Trail	27 September – 12 October 2009	\$5,000	\$37,620	Bendigo Bank, Eventscorp, GSDC, RES (Tourism WA)	\$3,000	The event features over 60 open studios, galleries and exhibitions that are made accessible to the general public. Anticipated participation of 200 artists to showcase their work to more than 9,000 visitors. Strong cultural tourism benefits which will promote longer visitation to Albany during Spring. Well organised event which is growing each year and supported by other levels of Government and sponsorship <u>Recommendation:-</u> Partially fund as per previous year.	Icon Event 2008, 2009, 2010



## 2009/2010 COMMUNITY EVENTS FINANCIAL ASSISTANCE PROGRAM

Applicant	Event Details	Date of Event	Grant Request (ex gst)	Total Event Cost	Other grants/sponsors	Officer Rec. Amnt	Description / Rationale	Event Type
Perth International Arts Festival	Perth International Arts Festival Great Southern Programme 2009	5 <sup>th</sup> February to 1 <sup>st</sup> March 2010	\$20,000	\$302,384	Lotterywest, GSDC (\$75,000), ACCI (\$2000), business sponsors	\$10,000	The festival enhances the cultural diversity of the city and brings visitors from regional areas and some from Perth. The Albany program is cross subsidised from the Perth event and includes many free events for people to partake in. Revenue is provided back to the City by way of commission on sales for the Town hall. The event reduces „economic leakage’ from Albany as locals can appreciate the arts without travelling to Perth <u>Recommendation</u> Partially fund as per previous year	Icon Event 2010,2011, 2012
Great Southern Wine Producers Association Inc	Albany Wine Festival	TBA	\$5,000	\$33,500	GSDC, ACCI, businesses and membership fees.	\$5,000	A wine and food event featuring at least 25 wine producers. This is a growing event, which has gained momentum over the last two years. The event provides both visitors and locals with in insight in to the diversity of produce available in the region. 1000 people expected. <u>Recommendation:</u> Fully fund	Requested Icon status for 2009, 2010, 2011. <u>Recommended:</u> Decline Icon status and recommend they reapply in 2011
Albany Maritime Foundation	Festival of the Sea	3 <sup>rd</sup> April 2010 (Easter Saturday)	\$5,000	\$18,400	Business donations, GSDC	\$2,000	Inaugural event started in 2007 with a view to building into an annual Icon event celebrating Albany’s rich maritime heritage and fresh seafood, wines and produce. The event will provide activities for the many visitors to Albany over Easter and celebrate the essence of Albany’s connection with the sea. The aim is for a self-funding event after it has built sufficient momentum. <u>Recommendation:</u> Partially fund	Requested Icon status for 2010, 2011,2012 <u>Recommended:</u> decline Icon status and recommend they reapply in 2012.
Perth Basketball Association	State Basketball League Qualifier	June 2010	\$3,000	\$14,550	Local Drug Action Groups Inc, app to ACCI, GSDC, DSR	\$1,000	A landmark sporting event for the town which is of great interest to the basketball community. 600 people expected to attend plus 100 junior players at the following day’s clinic. The second such event, to be become annual if successful.	Sporting

## 2009/2010 COMMUNITY EVENTS FINANCIAL ASSISTANCE PROGRAM

Applicant	Event Details	Date of Event	Grant Request (ex gst)	Total Event Cost	Other grants/sponsors	Officer Rec. Amnt	Description / Rationale	Event Type
Albany Swim Club	Open Water Swim	10 <sup>th</sup> or 17 <sup>th</sup> Jan 2010	<b>\$3,500</b>	\$7,135.25	Albany Surf Life Saving Club	decline	Nationally recognised sporting event in an Olympic sport. We already support an open water swim however, the 4km Harbour Swim in April, it makes more sense to continue to support an existing event. <u>Recommendation:</u> Decline funding	Sporting
WA Youth Jazz Orchestra (WAYJO) Assoc.	WAYJO plus Australia Jazz Legends John Morrison and Graeme Lyall present 2 Big Band concerts, one for the public and one for schoolchildren	4 <sup>th</sup> and 5 <sup>th</sup> August 2009	<b>\$3,000</b>	\$14,638	Healthway, Australia Council, DOC, Lotterywest	\$1,000	Brings big band jazz of world class quality to Albany, growing our reputation as a vibrant cultural hub as per our strategy. Involves all demographics and takes place during a low point on the tourist calendar. <u>Recommendation:</u> Partially fund.	Community
Albany Community Hospice	Golf Day	17 <sup>th</sup> November 2009	<b>\$4,500</b>	\$6,900	sponsorships	decline	According to the application, the Hospice have already covered their costs through fees and sponsorships, making CoA contribution pure profit. <u>Recommendation:</u> Decline funding	Community
Albany City Dance Club (ACDC)	14 <sup>th</sup> Rainbow Coast festival of Old-time and New Vogue Dance	23 <sup>RD</sup> , 24 <sup>TH</sup> , 25 <sup>TH</sup> October 2009	<b>\$10,000</b>	\$15,020	Memberships fees and donations, raffles	decline	According to the application, they already cover their costs through fees and sponsorships, making CoA contribution pure profit. <u>Recommendation:</u> Decline funding	Community
Albany Masters Swimming Club	City of Albany 4km Harbour Swim	3 <sup>rd</sup> April 2010 (Easter Saturday)	\$2,600	\$8,595	Healthways (applied)	\$1,000	Half the competitors come from out of town (136 total swimmers last year). CoA supported last year for \$2000. <u>Recommendation:</u> Partially fund	Sporting
Albany Horseman's Association	2 day showjumping competition	20 <sup>th</sup> and 21 <sup>st</sup> March 2010	<b>\$3,000</b>	\$12,150	ADSR grant, Equestrian WA grant, business sponsorship	\$1,000	Last year \$1000. Should be bigger this year than last. <u>Recommendation:</u> Partially fund	Sporting
Apex Club of Albany	Carols by Candlelight	Saturday December 19 <sup>th</sup> 2009	<b>\$9,000</b>	\$9625	donations	\$3,800	<u>Recommendation:</u> Partially fund Covers the cost of sound and lighting as per previous years, to be paid direct to suppliers on submission of invoice.	Community

## 2009/2010 COMMUNITY EVENTS FINANCIAL ASSISTANCE PROGRAM

Applicant	Event Details	Date of Event	Grant Request (ex gst)	Total Event Cost	Other grants/sponsors	Officer Rec. Amnt	Description / Rationale	Event Type
Southern Districts Dressage Club	Southern Districts Dressage Championships	19 <sup>th</sup> & 20 <sup>th</sup> June 2010	<b>\$2,500</b>	\$19,200	Healthways, sponsorships	\$1,200	Nationally recognised competition with 250 dressage tests over the weekend attracts riders from throughout the region. <u>Recommendation:</u> Partially fund	Sporting
Creative Albany	Jazz Masala „Greet the Cruise Ships’ Project	Nov 2009 – March 2010	<b>\$15,900</b>	\$16,800	None noted	\$5,000	Very popular program of having music to enliven the Town Centre when cruise ships come, this program attracted much popular comment from visitors last year. <u>Recommendation:</u> We supported them for \$5,000 last year and it’s recommended that we do the same.	Community
Creative Albany	Documentary Film about Music in Albany	July 09 – Jan 10	<b>\$10,000</b>	\$43,718	GSDC, VAC,	decline	<u>Recommendation:</u> Invite them to seek further sponsorship from elsewhere and perhaps reapply next year.	Community
Lion’s Club of Albany Inc	Lion’s District 201W2 Annual Convention	26 <sup>th</sup> and 27 <sup>th</sup> September 2009	<b>\$1,158</b>	\$16,758	Light opera co, us	\$704.50	250 guests and families to the city who are likely to stay for a few days. Good opportunity to promote regional tourism. <u>Recommendation:</u> Partially fund	Community
Albany Racing Club Inc	Thoroughbred Horse Race „City of Albany Handicap’	26 <sup>th</sup> December 2009	<b>\$5,000</b>	\$77,200	Various.	\$2,000	Also known as the “Albany Cup”, this is popular local event, particularly with the 18 to 35’s. This event looks likely to grow each year. <u>Recommendation:</u> Partially fund	Sporting
Albany Surf Life Saving Club	The Naked Bean City of Albany Surfcraft Challenge		<b>\$1906.50</b>	\$8,074	various	\$1,000	Fun and popular event held annually <u>Recommendation:</u> Partially fund	Sporting
WA State Masters Games Albany 2010	WA State Masters Games Albany 2010	Autumn/ winter	<b>\$2,000</b>	\$30,210	Various	\$1,000	Masters Games are multi sports festivals, offering mature aged participants the opportunity to participate in a number of sports in the one event. Not only are there a wide variety of sports for participants to choose from, but they may elect to compete in more than one sport in the same Masters Games. <u>Recommendation:</u> Partially fund	Community/Sporting

2009/2010 COMMUNITY EVENTS FINANCIAL ASSISTANCE PROGRAM								
Applicant	Event Details	Date of Event	Grant Request (ex gst)	Total Event Cost	Other grants/ sponsors	Officer Rec. Amnt	Description / Rationale	Event Type
Princess Royal Sailing Club	2011 Mirror Championships NB: while event takes place in 2011, grant will be expended during the 09/10 financial year as per program guidelines.	2011	\$10,000	\$200,000	Various	\$5,000	As per last year, funding for set up costs of this highly publicised event which will attract worldwide interest and generate high visitor numbers, plus promote awareness of Albany as a destination. <u>Recommendation:</u> Partially fund	Sporting
<b>TOTAL</b>								
<b>TOTAL FUNDING ALLOCATION FOR 2009/2010</b>							<b>\$80,000</b>	

## Grant Types

### Icon Events

Events of State or Regional significance that can demonstrate on past performance that they will generate significant Tourism activity, stimulate large scale community interest and involvement and are conducted annually at the same time of the year.

### Community Events

Events of local or regional significance that stimulate community involvement and interest.

### Sporting Event

Significant; preferably the major event on a sporting organisations annual program.

**MINUTES**  
**SENIOR ADVISORY COMMITTEE MEETING**  
**CITY OF ALBANY COUNCIL CHAMBERS**

**THURSDAY 18<sup>th</sup> JUNE 2009**

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**0.0** Prior to the commencement of the Seniors Advisory Committee meeting the City's Manager of Executive Services, Stuart Jamieson, discussed with the committee the new set up of the City of Albany Council Chambers. This included high quality microphones, screens for instantaneous public and councillor viewing of information and text in relation to the agenda and a visually represented timing system for use during the public open forum. The committee was impressed with the new features of the Chambers and believed the additions represented value for money for the community.

**1.0 Meeting commenced at:** 10:10am

**2.0 Chair:**  
Cr Don Dufty Councillor West Ward

**Attendees:**

Tricia Martin	CoA Community Development Officer_Seniors
Kim Buttfeld	WA Country Health Service (Injury Prevention)
Esme' Justins	Albany Breaksea Ladies Probus Club
Michael Calton	National Seniors Australia
Colleen Tombleson	Lions Community Care
Celia Barnesby	Senior Citizen Centre (Meals on Wheels)
John Beamon	Albany Sub-Branch RSL
Robert Buegge	Councillor Kalgan Ward
Middy Dumper	Seniors Community Rep.

**3.0 Apologies:**  
Ray Crocker Over 50's Recreation Association

**4.0 Guest:**  
Janet St Jack Assn. Independent Retirees (submitted committee resignation)  
Mark Weller COA Manager of Community Development  
Graeme Bride COA Manager of Planning and Ranger Services  
(Attended the meeting to discuss the CBD Masterplan Committee.)

*Please note:* Brendan Toohey from National Lifestyle Villages is unable to attend the meeting to present as previously invited and sends his apologies.

**5.0 Disclosure of Interest:**  
Nil

## 6.0 Confirmation of Previous Minutes:

**Motion:** That the minutes of the previous meeting held on the May 21<sup>st</sup> 2009 are confirmed to be a true and accurate record of proceedings.

**Moved:** Esme' Justins  
**Seconded:** Kim Buttfield  
**Carried:** 6/0

## 7.0 Business Arising from the Previous Minutes:

### 7.1 Albany CBD Masterplan

Graeme Bride, Manager of Planning and Ranger Services for the City of Albany, attended the meeting to discuss the CBD Masterplan Steering Committee. Below is a copy of the terms of reference for the committee as endorsed by the City of Albany Council:

**i) Endorse the following terms of reference for the Albany CBD Masterplan Steering Committee:**

***“To deliver a comprehensive Masterplan for the Albany CBD that incorporates previous planning studies that delivers a realistic and workable planning framework, with action plan and time frames encompassing:***

- ***The built form;***
- ***Future land uses i.e. tourism/retail/residential/civic purpose;***
- ***Traffic design;***
- ***Civic Space design;***
- ***Provision of public parking;***
- ***Public transport services;***
- ***Pedestrian Friendliness;***
- ***Strategic coordination of existing fragmented private parking; and***
- ***The requirements of a Central Area Policy Plan as detailed in clause 4.29 and 4.30 of Town Planning Scheme 1A.”***

**MOTION CARRIED 9-2**

Graeme commented that the overall CBD Masterplan project will consolidate all plans, encompassing all items noted in the motion carried by Council. This development will assist with securing funding for the project implementation.

As described by Graeme, the built form means the building dimensions that form part of the streetscape. Graeme also stated that it was the CEOs number one priority as allocated by Council.

Mark Weller sought clarification from Stuart Jamieson that Cr Don Dufty could not be nominated as the SAC committee representative however could attend and join in discussion at the CBD masterplan committee meeting however did not have the ability to vote.

It was indicated that CBD masterplan steering committee meetings would commence for the first month as weekly meetings however will go to fortnightly meetings until the proposed project completion in December 2009. The SAC committee requested if there would be an opportunity to submit two names for the committee in case the nominated representative is unable to attend, for example one representative and one proxy. This has been accepted by Graeme Bride.

The City requests representation from the Seniors Advisory Committee on the Albany CBD masterplan steering committee as recommended by Council (OCM agenda ITEM 11.5.1) to endorse an interim steering committee group membership as follows:

- 2 Councillors
- 1 representative from Albany Chamber of Commerce and Industry
- 1 representative from the Albany Urban Design Forum
- 1 representative from the Frederickstown Progress Association
- 2 CBD landowners and
- 1 representative from the City of Albany Seniors Advisory Committee

**Recommendation:**

**That the Senior Advisory Committee endorse the inclusion of one of its members to serve on the Albany CBD Masterplan interim steering committee and nominates Kim Buttfeld to this position.**

**Moved:** Esme' Justins  
**Seconded:** Middy Dumper  
**Carried:** 5/0

**Recommendation:**

**That the Senior Advisory Committee nominates John Beaman to serve as the proxy delegate on the Albany CBD Masterplan interim steering committee.**

**Moved:** Kim Buttfeld  
**Seconded:** Middy Dumper  
**Carried:** 5/0



## 7.2 Celebration of SAC – Civic Function

Following is a list of current and past Seniors Advisory Committee members and other guests that will be invited to the Civic reception as discussed and agreed upon at the SAC meeting. Provision of other additional invitees were requested and determined at the meeting.

Alison Goode	Heather Gilmore
Robert Shanhun	Janet St Jack
John Beamon	Samantha Stevens
Middy Dumper	Margaret Piper
Ray Crocker	Esme Justins
Kim Buttfeld	Michael Calton
Digger Cleak	Maggie Whittle
Nancy Millard	Colleen Tombleson
Roy Gwynne	Celia Barnesby
Jenny Grieve	Guy Martin
Hope Sharp	Robert Buegge
Herb Copeman	Don Dufty
Josephine Lewis	Kath Penton (active ageing officer)
Karen Johnston	Mark Weller
Jill Robinson	Milton Evans (Mayor)
Dianne van der	Paul Richards (CEO)
Merwe/Clarke	All other presiding Councillors not
June Spouse	previously mentioned
Cyril Skinner	

The Civic Reception, hosted by the Mayor Milton Evans will be held in September 2009. The COA Community Development team will be working with the Mayor Liaison Officer regarding this event.

## 7.3 Seniors Expo

Attached are the minutes to the 2009 Seniors Expo working group meeting. The next Expo meeting is on 9<sup>th</sup> July 2009.

An update on the Expo was presented by Mark Weller and Tricia Martin. Once dates of the Expo are confirmed they will be forwarded as soon as possible. There is generally a positive response regarding the progress of the event.

## 7.4 Weekender News Article

As indicated in the SAC May 2009 minutes, Weekender News Articles for the next three months will consist of:

1. **Kim Buttfeld** who has submitted an article for healthy older blokes (project) on physical activity levels of older men in the Lower Great Southern area.
2. **Colleen Tombelson** will do an article in relation to respite care.
3. **The City's Community Development Team** will submit an article summarising information provided about the anniversary of the committee and Civic Reception

4. **The working group** will provide an article in relation to the Seniors Expo.

Janet St Jack commented that AIR representative, John Fisher, may be interested in coordinating the Seniors Information Page for the weekender and has had experience in writing letters and articles for the paper in the past. Janet will follow this request up with John Fisher. This would require submissions of articles from organisations directly to John.

It was indicated that the weekender regularly has additional space for articles and more could be submitted on a standby system ready for when there is an available space.

#### **7.5 ACROD Bay outside Albany Medical Centre – Albany Highway (opposite ANZ)**

The City of Albany requested feedback from the Seniors Advisory Council regarding the need to install a second ACROD bay outside the Albany Medical Centre.

The SAC committee recommended that the COA consulted the medical centre and discussed where the next closest bay was located.

The committee agreed that the CBD Masterplan committee representative undertakes the response to this request.

#### **8.0 Correspondence In:**

**8.1** Correspondence submitted by Janet St Jack (delegate for the Association of Independent Retirees) regarding her resignation as representative on the COA Seniors Advisory Committee.

#### **9.0 Correspondence Out:**

Nil

#### **10.0 General Business:**

##### **10.1 Seniors Advisory Committee Membership**

As stated in the Seniors Advisory Council Terms of Reference “All members of the Committee will be appointed by Council in accordance with section 5.10 of the act.”

Community Development Officer, Tricia Martin has been recommended to act as executive officer for the Seniors Advisory Committee by City of Albany line management.

**Recommendation:**

**That the Senior Advisory Committee recommend to Council that Community Development Officer, Tricia Martin, be appointed as the Seniors Advisory Committee Executive Officer representing Council.**

**Moved:** Kim Buttfield  
**Seconded:** Michael Calton  
**Carried:** 6/0

**10.2 Resignation to Seniors Advisory Committee**

Janet St Jack, delegate for the Association of Independent Retirees, has submitted her resignation as representative on the COA Seniors Advisory Committee.

The Association of Independent Retirees has indicated that they will select another delegate to represent them and will forward the name and introduce that person as soon as convenient.

Cr Don Dufty extended thanks to Janet St Jack on behalf of the Seniors Advisory Committee for all her efforts and assistance as the Association of Independent Retirees representative.

**Recommendation:**

**That the Seniors Advisory Committee move a vote of thanks to Janet St Jack for service with the Seniors Advisory Committee.**

**Moved:** Esme' Justins  
**Seconded:** Middy Dumper  
**Carried:** 6/0

**10.3 Safe crossing points across North Road**

The SAC seeks an update and response in writing from Council on the progress of implementing safe crossing points on North Road where the Shopping Centre and retirement village are located.

This issue has been brought up at SAC meetings last year however was not followed up on. Tricia Martin will liaise with the relevant City of Albany Manager and seek a response.

#### **10.4 Seniors Petrol Card through royalties for Regions**

It was raised that seniors within the community were concerned that the fuel card was not a smart card and this was inconvenient and the documentation process was not appropriate due to the card not being a smart card. Seniors members indicated that it was not a requirement to fill in the documentation. Some seniors have also raised their dismay at the way they were treated when they contacted the help line.

It was indicated that some local businesses display a sign at the front of their station indicating that seniors can access the fuel card provision at their station.

Kim Buttfeld suggested that she would write an article for the weekender regarding use of the card.

#### **10.5 Telephone Books**

It was raised that telephone books were inappropriate for seniors as they were too heavy and the text was too small.

Mark Weller stated that members of the SAC are able to write letters advocating for change such as telephone book development, however the letter would need to be approved through the City of Albany prior to being sent with endorsement of the COA Seniors Advisory Committee.

Middy Dumper, as a SAC committee member has indicated that she would like to follow up on this item and will write the letter and submit through the SAC committee for endorsement prior to sending.

Kim Buttfeld mentioned the importance of the COA Seniors Directory and that it is well utilised throughout the seniors community including carers and allied health professionals.

#### **10.6 Local Seniors Recreation Directory**

Kim Buttfeld has been approached by people in Denmark and Mt Barker to include programs in their Shires in the Albany Seniors Recreation Directory this is currently being reviewed and up dated ready for a print run.

The committee suggested that this seemed like a good idea however recommended that the Shires of Denmark and Plantagenet were approached to provide financial resources.

**10.7 Funding from Cancer Council**

Kim Butfield indicated that the Cancer Council were taking registrations for small funding of \$200 to promote bowel cancer screening in the community. Application forms are available from Kim.

**11.0 Expo planning committee next meeting** – Thursday 9<sup>th</sup> July 2009 at 10am in the Civic Room

**12.0 Next meeting:** July 16<sup>th</sup> 2009

**13.0 Close:** 11:12am



## **MINUTES**

# **COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY AND POLICY COMMITTEE**

**Held on  
Friday, 19<sup>th</sup> June 2009  
1.00pm**

**Margaret Coates Boardroom**

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## 1.0 RECORD OF ATTENDANCE

Attendances:

Mayor

Councillors

M Evans

J Walker (Chairperson)

D Wolfe

D Dufty

D Price

V. Torr (from 1.14pm)

Executive Director Corporate & Community Services

Manager Community Development

Manager Customer Service

Manager Albany Leisure & Aquatic Centre

P Madigan

M Weller

A Carney

D Schober

## 2.0 RECORD OF APOLOGIES / LEAVE OF ABSENCE

Apologies/Leave of Absence:

Councillor

Councillor

Councillor

K Stanton

J Matla

J Bostock

## 3.0 CONFIRMATION OF PREVIOUS MEETING MINUTES

**MOVED COUNCILLOR PRICE  
SECONDED COUNCILLOR WOLFE**

**THAT the revised minutes of the Community and Economic Development Strategy and Policy Committee meeting of Friday 22 May 2009 were a true and accurate record of proceedings, subject to correction of Councillor J Wolfe in attendance to Councillor D Wolfe.**

**CARRIED 5-0**

(M Weller left the room at 1.10pm)

## 4.0 DISCLOSURE OF FINANCIAL INTEREST

Nil

## 5.0 QUESTION / BRIEFING TIME

Mark Weller provided the Committee with a briefing on the ALAC Stage 2 project.

## 6.0 ITEMS FOR DISCUSSION

(Cllr Torr arrived at 1.15pm)

(M Weller returned at 1.15pm)

## 6.1 Naming of Building formerly known as the Albany Entertainment Centre

Submissions have been received for the naming of building formerly known as the Albany Entertainment Centre.

Some submissions appeared to not have been included.

**COMMITTEE RECOMMENDATION  
MOVED COUNCILLOR WOLFE  
SECONDED COUNCILLOR DUFTY**

**THAT this item be deferred for one month and revisited at the committee meeting dated 24<sup>th</sup> July 2009.**

**CARRIED 6-0**

## 6.2 Extended Trading Hours Request

A submission has been received from the ACCI regarding trading hours during the Ulysses event, the weeks preceding and following it.

Due to the nature of the request, it does not fit within the remit of the Extended Trading Hours policy but requires the attention of the Committee for decision as to whether the request should be put to council or can be decided by the Mayor.

The request is for extended trading for General Retail Shops:

Hours: 8.00 am until 9.00 pm

Dates: Saturday 27<sup>th</sup> February  
Sunday 28<sup>th</sup> February

Saturday 6<sup>th</sup> March  
Sunday 7<sup>th</sup> March

Saturday 13<sup>th</sup> March  
Sunday 14<sup>th</sup> March

Saturday 20<sup>th</sup> March  
Sunday 21<sup>st</sup> March

It is the staff opinion that this represents too great an allowance and will negatively impact on the smaller traders in the City.

Staff suggest the following:

Hours: 8.00 am until 6.00 pm

Dates: Sunday 7<sup>th</sup> March  
Sunday 14<sup>th</sup> March

This item was discussed and clarified by staff that four (4) weeks have been requested where the impact in visitation is over two (2) weekends.

It was discussed that two (2) Sunday's suggested by staff may be sufficient.

It was also discussed that the impact was greater to the Albany region.

The officers recommendation covers the period of the 1<sup>st</sup> March – 20<sup>th</sup> March (3 weeks open and 2 in middle)

Six (6) days either side of two (2) weekends open with officers.

**COMMITTEE RECOMMENDATION  
MOVED COUNCILLOR WALKER  
SECONDED COUNCILLOR DUFTY**

**THAT Committee approve the request for the Mayor to order application to the minister for extended trading hours on Sunday 7<sup>th</sup> March from 8am to 6pm and Sunday 14<sup>th</sup> March from 8am to 6pm.**

**LOST: 2-4**

**MOVED COUNCILLOR PRICE  
SECONDED MAYOR EVANS**

**Council make application to the Minister for extended trading hours from the 27<sup>th</sup> February 2009 to the 21<sup>st</sup> March 2009 inclusive, between the hours of 8am to 9pm.**

**CARRIED 4-2**

**6.3 ALAC Café**

**COMMITTEE RECOMMENDATION  
MOVED COUNCILLOR WOLFE  
SECONDED COUNCILLOR PRICE**

**THAT the Committee, in accordance with the Chief Executive Officer's stated directive to centre staff, approve ALAC to continue to operate the Café for a further period of 12 months. In June 2010 a further operational review will reassess the operation at this time.**

**CARRIED 6-0**

**6.4 Flinders Park Project**

An innovative partnership between the State Government, Private Developers, The Department of Sport and Recreation and the City of Albany has led to the confirmation of funds for development of much needed shared community and school sporting facilities adjacent the Flinders Park Primary School.

Unfortunately the project has been delayed for over four years due to the level of environmental approval required.

The Department of Sport and recreation has informed the City that the delay is disappointing for Council and community. They indicate that they believe the proposal still continues to make sense however given the delay in timelines they indicate that the City will need you to relinquish the current CSRFF grant and reapply when the project is in a position to proceed. They have indicated that in this instance they given the history of this project and the City's early relinquishment, they will be prepared to receive an application out of round, rather than add further delay by consideration as part of the normal CSRFF funding process.

The State Government has committed \$300,000 to the project as a separate election commitment, the Flinders park school is seeking information in relation to this and extension to coincide with the new timelines.

**COMMITTEE RECOMMENDATION  
MOVED COUNCILLOR PRICE  
SECONDED COUNCILLOR DUFTY**

- i. THAT the potential loss of this funding opportunity and reasons behind be discussed with the appropriate Ministers by the Mayor at the coming Regional Cabinet Meeting.**
- ii. THAT the Committee receives the report and recognises that officers are required to relinquish the CSRFF grant for the Flinders Park Project of \$356,653 and reapply (with approval to do so out of the normal funding round) at a time when the project has received sufficient approvals that the likely timeline for continuation is known.**

**CARRIED 6-0**

**6.5 Request from Albany Light Opera and Theatre Company**

The Albany Light Opera and Theatre Company seek to develop facilities and would like to lease Lot No 744, 81-95 Sanford Road.

Peter Madigan and Mark Weller will brief the committee in relation to discussions held with the Light Opera and Theatre Company, the potential uses for this land, the compatibility of the proposal and then make recommendations for the Committee to consider

**This item was deferred until the next meeting.**

**7.0 GENERAL BUSINESS**

**7.1 Outcome of Appeal – Albany Motocross Club**

Mark Weller briefed the Committee on outcome of Ministers review of appeal. The Minister detailed that the City acted in accordance with relevant ACT. The Minister however allowed a relaxation of five (5) events and (5) practices in 2009 calendar. This would allow noise testing to be undertaken. Minister recognised that complying with standard may be difficult and the onus is on the club. Another reason for the short term exemption was that this will assist the club to raise revenue for the new track.

**COMMITTEE RECOMMENDATION  
MOVED COUNCILLOR PRICE  
SECONDED COUNCILLOR DUFTY**

**THAT a vote of thanks BE EXTENDED to all staff involved in the running of the  
Community & Economic Strategy and Policy Committee for their continued good work.  
VOTE 6-0**

**8.0 TIME AND DATE OF NEXT MEETING**

Friday 24<sup>th</sup> July 2009 at 1.00pm

**9.0 CLOSE OF MEETING**

2.10pm.



## 2014/15 ANZAC CENTENARY STRATEGY COMMITTEE

# MINUTES

Held at the City of Albany (North Road) in the Mayor's Office on Tuesday 23 June 2009

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### Background

*Jon Berry provided background to the meeting reporting that Council had previously resolved at OCM 15/07/08 to establish a Committee with the following terms of reference:-*

- *To establish a framework to guide Councils' role in the 2014/15 ANZAC commemorations;*
- *To prepare a draft business plan outlining a program of activities for 2014/15; and*
- *To recommend a process to engage other stakeholders that may have an interest in commemorating the Centenary;*

*Council had also resolved that membership to the Committee consist of four Councillors. There are currently two positions vacated by the resignations of former Councillors Wiseman and Morris.*

### 1. APPOINTMENT OF CHAIRPERSON

The Committee appointed His Worship the Mayor Evans as Chairperson and Cr Stanton as Deputy Chairperson.

### 2. DECLARATION OF OPENING

Cr Evans declared the meeting open at 11.15am

### 3. RECORD OF ATTENDANCE

#### Committee Members

His Worship the Mayor Milton Evans  
Cr Kim Stanton

#### Staff

Mr Jon Berry – Manager Economic Development  
Mr Peter Madigan, Executive Director Corporate and Community Services

### 4. DISCLOSURE OF FINANCIAL INTEREST

Nil

## **5. BUSINESS ITEMS**

### **5.1 Confirmation of Committee Terms of Reference**

The Committee discussed the terms of reference of the Committee and resolved to recommend they be expanded to include co-ordination of the opening of Anzac Peace Park; development of a strategy to assist the RSL with annual Anzac Day events culminating in a major 2014/15 event; advocate a strategy for further enhancement of Mt Clarence infrastructure to support Anzac Day activities and to interpret Albany's military heritage.

#### **RECOMMENDATION**

Moved:- Cr Evans

Seconded:- Cr Stanton

THAT the terms of reference for the 2014/15 Anzac Centenary Strategy Committee be extended as follows:-:-

- To develop a strategy for the official opening of the Anzac Peace Park event in 2010
- To develop a strategy and funding plan for the gradual upgrading of facilities at Mt Clarence as outlined in the Mounts Management Plan
- To develop a strategy to ensure annual ANZAC Day events are continuously improved from year to year culminating in a major event in 2014/15

CARRIED 2-0

### **5.2 Project Management arrangements**

Jon Berry reported that the 2014/15 project will be registered under the City's new project management guidelines, which requires the completion of a business case outline and project initiation brief.

### **5.3 Project Funds**

Jon Berry reported that the City has established a Funding Reserve for the Centenary project which currently has a balance of \$70,877. Council has previously resolved to allocate \$10,000 per year into this reserve until 2014/15.

### **5.4 Status Report on Anzac-related Projects**

#### Anzac Peace Park

The Memory Wall and Pier of Remembrance elements have been tendered with the Pier work to commence shortly. A Federal Tourism grant (\$100,000) from the new TQUAL program is being sought. Mayor Evans reported the Premier will visit the Park during the Cabinet visit in late June and this will provide a good opportunity to further advocate State support for 2014/15 events and further improvements to the Park including the Lone Pine Grove (the subject of a GSDC grant application).

#### Mount Clarence Memorial

Jon reported that the Federal Regional and Community Infrastructure grant monies (\$100,000) have only allowed upgrading of the lower car-park and entry to the memorial walk stairway. There are further elements in the Mounts management plan



including a 'memorial place' concept with interpretive plinths and landscaping and a 'Desert Mounted Corps Memorial' concept that are unfunded. Further work on these and other design considerations will be required in the lead up to 2014/15.

Mayor Evans reported that the Apex Club of Albany has raised \$25,000 for a gazebo or other initiative that would improve the area. It was suggested a representative be invited to a future meeting to discuss application of the funds.

### **5.5 Appointment of new Committee members**

The Committee discussed the appointment of new members to replace the two vacancies and it was agreed to recommend to Council that it defer any new appointments until after the Ordinary Council election in October 2009.

It was agreed that other community representatives could be co-opted at various times when particular advice is needed.

## **6. OTHER BUSINESS**

The Mayor suggested an advocacy program was needed to win support from the State and Australian Governments to assist the 2014/15 activities and suggested a briefing be provided to the Office of Matt Benson and to take any opportunities when meeting Ministers. Cr Stanton also suggested former Defence Minister Kim Beazley would be a good advocate and offered to discuss a 'patron' type role with him. It was agreed an advocacy strategy was needed as part of the overall business planning.

## **7. NEXT MEETING**

It was agreed the next meeting be held in September at a date to be determined.

## **8. MEETING CLOSE**

The Chairperson closed the meeting at 12.20pm

\*\* \*\* \*



# MINUTES

## CITY OF ALBANY COMMUNITY FINANCIAL ASSISTANCE – ROUND 1 COMMITTEE MEETING

Friday 19<sup>th</sup> June 2009 @ 11.00am  
City of Albany Council Chambers, North Road, Yakamia

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**1.0 MEETING COMMENCED: 11.08am**

**2.0 ATTENDANCE**

**Committee:** Mayor M Evans  
Cllr D Wolfe  
Cllr D Price

**Officers:** P Madigan – EDCCS  
R Batten – PA/EDCCS

**Apologies:** Cllr R Buegge  
Cllr J Matla

**Members of the public:** 10

**3.0 OPEN FORUM**

The following people explained and spoke in support of their organisations' application for financial assistance –

Frances Crowley	Item 5	Great Southern District Display Committee
Kathryn Kinnear	Item 35	Manypeaks Cricket Club
Paul Beattie	Item 29	Elleker Progress and Sporting Association
Megan Diver	Item 33	Albany Neighbourhood Watch
Peter Cook	Item 8, 9 & 10	Albany City Band
Cate Ham	Item 30	Rainbow Coast Neighbourhood Centre

**4.0 DISCLOSURE OF FINANCIAL INTEREST**

Mayor M Evans – Item 4.1  
Impartiality Interest  
(Item 32) Albany Fine Music Society  
(Item 8, 9 & 10) Albany City Band  
(Item 2) Lower King Community Association

Councillor D Wolfe – Item 4.1  
Impartiality Interest  
(Item 37) Young Siding Progress Association

Councillor D Price – Item 4.1  
Impartiality Interest  
(Item 7) UWA Centre of Excellence in Natural Resource Management

**Minutes of the Albany Community Financial Assistance Round 1 Committee Meeting  
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**5.0 ITEMS OF DISCUSSION**

**5.1 Community Financial Assistance Fund**

In financial terms, the amount available for distribution in total is \$110,000 as follows:-

Proposed Budget Allocation	\$260,000
<u>Less Proposed Rate Rebates</u>	<u>\$150,000</u> (approx)
Total Funds Available for distribution	<b><u>\$110,000</u></b>

**Distribution of Funds:**

	<b>Round 1</b>	<b>Round 2</b>	<b>Total</b>
Community Facilities – 50%	30,000	15,000	45,000
Community Services – 30%	18,000	9,000	27,000
Economic Development – 10%	6,000	3,000	9,000
Emergency Services – 10%	6,000	3,000	9,000
Youth Crisis Services	10,000	5,000	15,000
Heritage Grants	5,000	-	5,000
<b>Totals</b>	<b>75,000</b>	<b>35,000</b>	<b>110,000</b>

**Community Financial Assistance Fund  
Community Facilities (Total Approved: \$21,898)**

MOVED: Mayor Evans                      SECONDED: Cllr Wolfe  
That the application of Albany Surf Life Saving Club for the reimbursement of building application fees for a community building be declined.

CARRIED: 3-0

MOVED: Cllr Wolfe                      SECONDED: Cllr Price  
That the application of Lower King Community Assoc Inc for the drawing up of plans for existing buildings be declined.

CARRIED: 3-0

*Mayor Evans disclosed an impartiality interest in this item. The nature of the interest is that Mayor Evans is a member of the Lower King Community Association.*

MOVED: Cllr Price                      SECONDED: Mayor Evans  
That financial assistance for the Rainbow Coast Toy Library be deferred pending the outcome of their Lotterywest Application.

CARRIED: 3-0

MOVED: Cllr Wolfe                      SECONDED: Mayor Evans  
That financial assistance for the Albany Playgroup Association Inc be deferred pending the outcome of their Great Southern Development Commission Application.

CARRIED: 3-0

MOVED: Cllr Price                      SECONDED: Cllr Wolfe  
That financial assistance of \$4,000 be approved for the Elleker Progress and Sporting Association for the maintenance to Progress Assoc hall building and repairs.

CARRIED: 3-0

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MOVED: Mayor Evans      SECONDED: Cllr Price  
That financial assistance of \$1,000 be approved for the Rainbow Coast Neighbourhood Centre for resources for the Rainbow Coast Neighbourhood Centre community garden.  
CARRIED: 3-0

MOVED: Mayor Evans      SECONDED: Cllr Price  
That financial assistance of \$5,000 be approved for the Manypeaks Cricket Club for the cricket pitch upgrade.  
CARRIED: 3-0

MOVED: Cllr Wolfe      SECONDED: Mayor Evans  
That financial assistance of \$4,998 be approved for the Youngs Siding Progress Association to upgrade the hard-court area.  
CARRIED: 3-0

*Councillor Wolfe disclosed an impartiality interest in this item. The nature of the interest is that Councillor Wolfe is a member of the Youngs Siding Progress Association.*

MOVED: Cllr Price      SECONDED: Cllr Wolfe  
That financial assistance of \$2,150 be approved for the Lower Great Southern Hockey Assoc for the installation of wheelchair access ramp to the hockey clubroom.  
CARRIED: 3-0

MOVED: Mayor Evans      SECONDED: Cllr Price  
That the application of Lower Great Southern Hockey Association for the repairs to leaks in clubhouse roof be declined.  
CARRIED: 3-0

MOVED: Cllr Price      SECONDED: Cllr Wolfe  
That financial assistance of \$4,750 be approved for the Albany Girl Guide Support Group for the replacement of fencing around yard and leveling / installation of drain to stop water entering the building.  
CARRIED: 3-0

**Community Based Emergency Services (Total Approved: \$5,700)**

MOVED: Cllr Wolfe      SECONDED: Mayor Evans  
That financial assistance of \$5,700 be approved for the Nathan Drew Memorial Trust for Coastal Safety for incorporating silent sentries located in the Lowlands Beach area.  
CARRIED: 3-0

**Economic Development (Total Approved: \$6,000)**

MOVED: Mayor Evans      SECONDED: Cllr Price  
That financial assistance of \$5,000 be approved for the South Coast Natural Resource Management Inc for sustainability indicators for the Great Southern Tourism Industry.  
CARRIED: 3-0

MOVED: Cllr Price      SECONDED: Cllr Wolfe  
That financial assistance of \$1,000 be approved for the Great Southern Grammar for the cultural exchange program and the continual building of the synergetic agreement between Albany Port and Aburatsu Port Promotion Committee.  
CARRIED: 3-0

**Minutes of the Albany Community Financial Assistance Round 1 Committee Meeting  
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**Community Services (Total Approved: \$18,000)**

MOVED: Cllr Price                      SECONDED: Cllr Wolfe  
That financial assistance of \$2,000 be approved for the Great Southern District Display Committee to design, build framework, put together and 'man' the Great Southern District Display at the 2009 Perth Royal Show.

CARRIED: 3-0

MOVED: Cllr Wolfe                      SECONDED: Mayor Evans  
That financial assistance of \$500 be approved for the Constable Care Child Safety Foundation Inc for the proposed Education Tour of Primary Schools in Albany and surrounding areas in July 2009.

CARRIED: 3-0

MOVED: Mayor Evans                      SECONDED: Cllr Price  
That financial assistance of \$750 be approved for the UWA Centre of Excellence in Natural Resource Management for the CENRM Symposium – Challenges for Environmental Sustainability in the Great Southern to 2030.

CARRIED: 3-0

*Councillor Price disclosed an impartiality interest in this item. The nature of the interest is that Councillor Price is a member of the UWA Foundation Committee.*

MOVED: Mayor Evans                      SECONDED: Cllr Wolfe  
That financial assistance of \$2,000 be approved for the City of Albany Band for the participation in the Queens Cup Brass Band Competition in August 2009.

CARRIED: 3-0

*Mayor Evans disclosed an impartiality interest in this item. The nature of the interest is that Mayor Evans is a Patron of the Albany City Band.*

MOVED: Cllr Wolfe                      SECONDED: Mayor Evans  
That financial assistance of \$4,000 be approved for the City of Albany Band for the general operation of the Band.

CARRIED:2-1

*Mayor Evans disclosed an impartiality interest in this item. The nature of the interest is that Mayor Evans is a Patron of the Albany City Band.*

MOVED: Cllr Price                      SECONDED:  
That the application of the City of Albany Band for the "Clowning Around" variety concert on October 31<sup>st</sup> 2009 to be held at the Albany Town Hall be declined.

LAPSED: NO SECONDER

MOVED: Cllr Wolfe                      SECONDED: Mayor Evans  
That the Committee recommend to Council that financial assistance of \$1,000 be approved for the City of Albany Band for the "Clowning Around" variety concert on October 31<sup>st</sup> 2009 to be held at the Albany Town Hall, to be funded from the next round of Community Financial Assistance (Round 2 Nov 2009).

CARRIED: 2-1

*Mayor Evans disclosed an impartiality interest in this item. The nature of the interest is that Mayor Evans is a Patron of the Albany City Band.*

**Minutes of the Albany Community Financial Assistance Round 1 Committee Meeting  
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MOVED: Mayor Evans      SECONDED: Cllr Price  
That financial assistance of \$500 be approved for the Gomm Park Croquet Club to verti-  
mow, sand and fertilise four (4) croquet lawns.

CARRIED: 3-0

MOVED: Mayor Evans      SECONDED: Cllr Wolfe  
That financial assistance of \$750 be approved for the Heart Foundation for the "Jump  
Rope for Heart" City of Albany regional trip.

CARRIED: 3-0

MOVED: Mayor Evans      SECONDED: Cllr Price  
That financial assistance of \$1,000 be approved for the Royal Australian Navy Band for a  
fund raising concert for the Royal Flying Doctor Service – incl Navy Band, Army Pipes  
and Drums Contingent and school bands.

CARRIED: 3-0

MOVED: Cllr Wolfe      SECONDED: Cllr Price  
That financial assistance of \$2,500 be approved for the Bushcarers Group Inc to support  
and aid the City of Albany Weed Strategy by educating the community and running  
volunteer busy bee's.

CARRIED: 3-0

MOVED: Cllr Price      SECONDED: Cllr Wolfe  
That financial assistance of \$2,500 be approved for the Albany Mended Inc to assist  
with compiling a long term feasibility, business and management plan to guide the growth  
of the organisation.

CARRIED: 3-0

MOVED: Cllr Wolfe      SECONDED: Mayor Evans  
That financial assistance of \$1,500 be approved for the Albany Fine Music Society for the  
staging of classical music concerts in Albany and organised educational workshops for  
Albany's music students.

CARRIED: 3-0

*Mayor Evans disclosed an impartiality interest in this item. The nature of the interest is  
that Mayor Evans' wife is a member of the Albany Fine Music Society.*

MOVED: Cllr Wolfe      SECONDED: Cllr Price  
That the application of the Albany Neighbourhood Watch to establish a Neighbourhood  
Watch Community Resource Centre at the Albany Plaza Shopping Centre be declined.

CARRIED: 3-0

**Youth Crisis Services (Total Approved: \$10,000)**

MOVED: Mayor Evans      SECONDED: Cllr Wolfe  
That the application of the Albany Youth Support Assoc for a modeling project be  
declined.

CARRIED: 3-0

MOVED: Mayor Evans      SECONDED: Cllr Price  
That financial assistance of \$4,000 be approved for Youthcare Albany for a school  
Chaplain in North Albany Senior High School (NASHS).

CARRIED: 3-0

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MOVED: Cllr Price                      SECONDED: Mayor Evans  
That the application of the Youthcare Albany for a school Chaplain in Yakamia Primary School be declined.

CARRIED: 3-0

MOVED: Mayor Evans                  SECONDED: Cllr Wolfe  
That financial assistance of \$4,000 be approved for Youthcare Albany for school Chaplain in Albany Senior High School (ASHS).

CARRIED: 3-0

MOVED: Cllr Wolfe                    SECONDED: Cllr Price  
That financial assistance of \$2,000 be approved for Albany Youth Support Assoc for the Open Access Youth Art Studio.

CARRIED: 3-0

**Heritage Conservation Incentive Grants (Total Approved: \$5,000)**

MOVED: Cllr Wolfe                    SECONDED: Mayor Evans  
That Council approve the maximum allocation of \$3,000 to „Hawthorn House’ - 24 Seymour Street, Albany (owners Mr J. Raudino) under the Heritage Conservation Incentives Grants program subject to the recipient providing a final invoice for the works or receipt of payments made for materials.

CARRIED: 3-0

MOVED: Mayor Evans                  SECONDED: Cllr Price  
THAT Council approve the maximum allocation of \$2,000 to the Wesley Uniting Church, 12 – 40 Duke Street, Albany (owner Uniting Church Australia) under the Heritage Conservation Incentives Grants program subject to the recipient providing a final invoice for the works or receipt of payments made for materials.

CARRIED: 3-0

**Rate / Rental Subsidies**

MOVED: Cllr Wolfe                    SECONDED: Mayor Evans

That financial assistance be approved for the reimbursement of Council Property Rates for the Navy League of Australia (WA Division) TS Vancouver Australian Navy Cadets.

MOVED: Cllr Wolfe                    SECONDED: Mayor Evans

That financial assistance be approved for the reimbursement of Council Property Rates for the City of Albany Band.

MOVED: Cllr Wolfe                    SECONDED: Mayor Evans

That financial assistance be approved for the reimbursement of Council Property Rates for the Vintage Car Club of WQA (Inc) Albany & District Branch.

CARRIED: 3-0  
En Bloc

**6.0 CLOSURE**

Meeting closed at 12.20pm



## **- MINUTES-**

### **ALBANY TOWN HALL THEATRE ADVISORY COMMITTEE**

**10:00am on Wednesday 3<sup>rd</sup> June 2009 at  
The Albany Town Hall Theatre, Meeting Room**

#### **1. MEMBERS**

D. Price	-	City Councillor
C. Lovitt	-	Community Representative
A. Grant	-	Community Representative
M. Flynn	-	Community Representative

#### **ADVISORS**

P. Madigan	-	EDC&CS
S. I. Gartland	-	Town Hall Theatre Manager

#### **APOLOGIES**

Nil

#### **2. PUBLIC QUESTION TIME**

Nil

#### **3. DISCLOSURE OF INTEREST**

Nil

#### **4. CONFIRMATION OF PREVIOUS MINUTES**

##### **RECOMMENDATION**

**THAT the minutes of the Town Hall Advisory Committee meeting held on Wednesday 8<sup>th</sup> April 2009 be confirmed as a true and accurate record of the meeting.**

**MOVED: D. Price  
SECONDED: C. Lovitt  
CARRIED**

#### **5. MATTERS ARISING FROM PREVIOUS MINUTES**

5.1 Nil

#### **6. BUSINESS ITEMS**

6.1 Town Hall Manager's Report

##### **RECOMMENDATION**

**THAT the Town Hall Manager's Report be received.**

**MOVED: D. Price  
SECONDED: A. Grant  
CARRIED**

**6.2 Forthcoming Productions Report.**  
City of Albany presentations in Italics.

<b>Name of Performance</b>	<b>Date</b>	<b>Touring Company/Promoter</b>
<i>Mark Isaacs Resurgence Band</i>	<i>Tues 26<sup>th</sup> May 2009</i>	<i>Mark Isaacs</i>
The Umbilical Brothers	Wed 27 <sup>th</sup> & Thurs 28 <sup>th</sup> May 2009	A List Entertainment
Mick Thomas Concert	Sat 6 <sup>th</sup> June	Lunatic Entertainment
Just Fiddling & Albany Chamber Orchestra	Sat 13 <sup>th</sup> & Sun 14 <sup>th</sup> June 2009	Mike Hyder
David Wells Psychic	Thurs 18 <sup>th</sup> June 2009	David Wells
Film Night Waltz with Bashir	Sat 20 <sup>th</sup> June 2009	Great Southern Factor Inc.
ASHS Band Concert	Wed 24 <sup>th</sup> June 2009	Albany Senior High School
Return of the Spooks	Sat 27 <sup>th</sup> June 09	Spookie Men of the West
<i>Needle and the Damage Done</i>	<i>Wed 1<sup>st</sup> July 2009</i>	<i>Regional Arts Victoria</i>
Adam Cook Piano Recital	Fri 3 <sup>rd</sup> July 2009	Adam Cook
Community Seminar	Tues 21 <sup>st</sup> July 2009	Centre for Natural Resource Management Albany
The Psychic and the Medium	Friday 24 <sup>th</sup> July 2009	Whispers from Beyond
Albany Woodwinds Orchestra	Sat 25 <sup>th</sup> July 2009	Albany Woodwinds Orchestra
WA Youth Jazz Orchestra	Tues 4 <sup>th</sup> & Wed 5 <sup>th</sup> August 2009	WA Youth Jazz Orchestra
<i>Letters' End</i>	<i>Thurs 6<sup>th</sup> August 2009</i>	<i>Country Arts WA and The Shneedles</i>
The Rhythms of Ireland	Sun 23 <sup>rd</sup> & Mon 24 <sup>th</sup> August 2009	Retfar Entertainment
Doug Devries & Diana Clark Trio	Thur 27 August 2009	Hank Van Leeuwen/Australia Northern Europe Liaisons
Great Southern Grammar Concert	Thurs 3 <sup>rd</sup> September 2009	Great Southern Grammar
Graduation Night	Friday 4 <sup>th</sup> September	Dragon Martial Arts
Production to be confirmed	7 <sup>th</sup> – 12 <sup>th</sup> Sept 2009	West Australian Academy of Performing Arts
Sprung Writers Festival	Sat & Sun 19 <sup>th</sup> , 20 <sup>th</sup> September 2009	City of Albany
<i>Thursday's Child</i>	<i>Mon 21 &amp; Tues 22<sup>nd</sup> September 2009</i>	<i>Arts on Tour</i>
ASHS Dance Concert	Fri 25 <sup>th</sup> September 2009	Albany Senior High School
<i>Dealer's Choice</i>	<i>Sat 10<sup>th</sup> October 2009</i>	<i>Critical Stages</i>
City of Albany Band Concert	Sat 31 <sup>st</sup> October 2009	City of Albany Band
Sahara Oriental Dance	Sat 21 <sup>st</sup> November 2009	Sahara Oriental Dance
Albany Academy of Dance	Fri & Sat 28, 29 Nov 2009	Albany Academy of Dance

**RECOMMENDATION**

**THAT the Forthcoming Productions Report be received.**

**MOVED: M. Flynn**  
**SECONDED: C. Lovitt**  
**CARRIED**

**6.3 Results of Previous Productions**

- 6.3.1 City of Albany Band – *Lest we Forget*, 7:30pm Saturday 28<sup>th</sup> March 2009. This was a very successful night and the band performed a range of music from the war years and other favourites.
- 6.3.2 Adam Harvey - *I'm Doin Alright Tour* 8:00pm Sunday 29<sup>th</sup> March 2009. Adam's concert was very well received although did not sell quite as well as he'd hoped.
- 6.3.3 A-List Entertainment – Jimeoin, 7:30pm and 9:30pm Saturday 4<sup>th</sup> April 2009. Jimeoin was very well received by two capacity houses. This was the first visit to Albany by Jimeoin in more than ten years.
- 6.3.4 Great Southern Grammar School – *A Combined Schools Concert*. This concert was a collaboration with their sister school in Victoria.

- 6.3.5 Diane Wolfer - Book launch, 7:00pm Wednesday 8<sup>th</sup> April 2009. This was a very successful night.
- 6.3.6 Showtime Australia – Beatlemania, 8:00pm Saturday 17<sup>th</sup> April 2009. The company had hoped to sell-out two performances, but ended up selling out just one house.
- 6.3.7 Brian Linaker – David Helfgott in Concert, 7:30pm Thursday 23<sup>rd</sup> April. This concert was one of the highlights of the year with David playing wonderful piano and charming the audience.
- 6.3.8 Creative Albany – Harboursound Festival 2009, 24<sup>th</sup> – 26<sup>th</sup> April 2009. This was a great weekend of events from the Fairbridge Folk Festival.
- 6.3.9 Circa - 61 Circus Acts in 60 Minutes, 7:00pm Thursday 30<sup>th</sup> April 2009. See attached reconciliation.
- 6.3.10 Albany Eisteddfod Inc in association with the City of Albany - Eisteddfod Winners Concert 2009, 7.30pm Saturday 23<sup>rd</sup> May 2009. The Eisteddfod was once again well organised and the Winners Concert was a full house.

**RECOMMENDATION**

**THAT the Previous Productions Report be received.**

**MOVED: A. Grant  
SECONDED: D. Price  
CARRIED**

**6.4 Proposed Shows.**

- 6.4.1 Co-Opera Australia – La Boheme. 8<sup>th</sup> September 2010. The Committee discussed a proposal to present La Boheme and decided not to proceed.
- 6.4.2 Late Item: Queensland Arts Council – Tarnished by La La Parlour. The Theatre Manager presented information for the proposed 2010 production of Tarnished. The committee agreed to support the show's second application for Playing Australia funding.

**RECOMMENDATION**

**6.4.1 THAT the proposed production of LaBoheme is not supported for presentation in 2010.**

**6.4.2 That the Proposed production of Tarnished be supported for a second application for Playing Australia funding and if successful, presentation in 2010.**

**MOVED: D. Price  
SECONDED: M. Flynn  
CARRIED**

**6.5 Other Business**

- 6.5.1 Hours of business for exhibitors and ancillary space users. The Theatre Manager would like to discuss some security ramifications of having clients take responsibility for their events and the venue after normal business hours. The committee requested that the Theatre Manager investigate a range of options to ensure the venue is protected and secured, particularly when City of Albany staff are not present.

**7 NEXT MEETING**

10:00am Wednesday 5<sup>th</sup> August 2009, Town Hall Meeting Room.

**8 CLOSURE**

11:05am

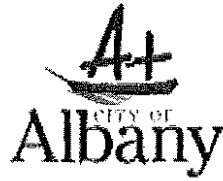
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# **WORKS & SERVICES**

**Agenda Item Attachments**

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DESCRIPTION OF WORK AND LUMP SUM PRICE



CITY OF ALBANY

CONTRACT C09009

FORM 1

DESCRIPTION OF WORK

The Design and Construction of The Memorial Wall, ANZAC Peace Park.

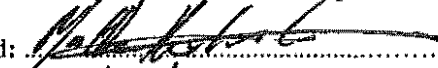
LUMP SUM PRICE

NOTE:

- ◆ All costs are to include Goods & Services Tax.
- ◆ The Principal shall not be bound to accept the lowest or any Tender.
- ◆ All pricing shall include delivery to ANZAC Peace Park.

	Estimated hours	Rate per hour	Budget amount (inc 10% GST)
Consultants design fees and how many hours are required.			
Engineering	8	\$230	\$1840
Surveyor	14	\$150	\$2100
Landscape Architect	40	\$140	\$5600
Disbursements - Travel	1		\$ 800
Supervision costs and hours required on site.			
Project Manager	80	\$140	\$11200
Disbursements - Travel	7		\$ 3500
Construction elements of The Memorial Wall:			
1. Siteworks – Prep, Temp fence, power & water, Waste Removal, Handover			\$28,116
2. Concrete Works – Panels, Footings, Ground slab & Steps			\$98,560
3. Concrete Works – Polish & Seal Panels			\$20,020
4. Granite – Supply & Install			\$64,405
5. Signage – Supply & Install			\$24,420
6. Carpentry – Supply & Install			\$58,410
7. Anti Skate Fins – Supply & Install			\$ 3,520
<b>TOTAL LUMP SUM TENDER PRICE</b>			<b>\$322,491</b>

Name of Tenderer: Phase 3 Landscape Construction Pty Ltd.

Signed:  .....

Date: 22/06/09 .....

Comments/Proposals may be attached on separate pages

## ALBANY MEMORIAL

All prices include GST

ITEM	FINAL COST	FINAL COST WITH 10% CONTINGENCY
<b>SITWORKS</b>		
Demolition/Prep (Labour)	\$2,640	\$2,904.00
Site Container	\$2,450	\$2,695.00
Temporary Fencing	\$7,870	\$8,657.00
Site Power	\$1,850	\$2,035.00
Site Water	\$1,200	\$1,320.00
Waste Removal	\$2,450	\$2,695.00
Demob/Clean up/Handover	\$3,300	\$3,630.00
Travel Costs	\$3,800	\$4,180.00
<b>CONCRETE</b>		
Panels, Footings, Groundslab & Steps	\$88,600	\$97,460.00
Polish & Seal Panels	\$18,200	\$20,020.00
Cast In Plaque	\$1,000	\$1,100.00
<b>GRANITE</b>		
Granite Supply (95 sq.m)	\$37,000	\$40,700.00
Refurbishment of Existing Plaque	\$1,450	\$1,595.00
Granite Installation (95sq.m )	\$16,100	\$17,710.00
Travel Costs	\$2,200	\$2,420.00
Anti Graffiti Coating (95/sq.m )	\$1,800	\$1,980.00
<b>SIGNAGE</b>		
Fabrication	\$17,400	\$19,140.00
Install	\$3,000	\$3,300.00
Travel Costs / Signage Cartage	\$1,800	\$1,980.00
<b>CARPENTRY</b>		
Deck Area (125 sq.m)	\$44,100	\$48,510.00
Bench Seating	\$4,600	\$5,060.00
Travel Costs	\$4,400	\$4,840.00
<b>SKATE FINS</b>		
Material Supply (50 x \$37) + freight	\$2,600	\$2,860.00
Install	\$600	\$660.00
	<b>\$270,410.0</b>	<b>\$297,451.0</b>

EF8086017  
STR214

**Ryan Taylor**

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**From:** Kevin Ketterer  
**Sent:** Thursday, 2 July 2009 12:01 PM  
**To:** Ryan Taylor  
**Subject:** FW: Albany Anzac Peace Park Memorial Wall

FYA

**From:** Matt Huxtable [mailto:matt.huxtable@phasethree.net.au]  
**Sent:** Wednesday, 1 July 2009 6:50 PM  
**To:** Kevin Ketterer  
**Cc:** 'Andrew Rydings'  
**Subject:** RE: Albany Anzac Peace Park Memorial Wall

Hi Kevin

We confirm that the submitted rates can be reduced by 10% if additional works through detailed design changes of the proposed monument are dealt with through the contract as variations.

Please note that this reduction of 10% would not apply to Consultant fees or Supervision costs as indicated in Form 1.

I will be away on leave until Monday 27<sup>th</sup> July. Please direct any further enquiries to Andrew Rydings  
[andrew.rydings@phasethree.net.au](mailto:andrew.rydings@phasethree.net.au) 0411 347 446

Kind regards

Matt Huxtable

Managing Director  
Phase 3 Landscape Construction  
Unit 4 / 11 Milson Place  
O'Connor 6163  
T\_6365 9571 F\_9337 6680 M\_0411 347 445

**From:** Kevin Ketterer [mailto:kevink@albany.wa.gov.au]  
**Sent:** Wednesday, 1 July 2009 1:03 PM  
**To:** contact@phasethree.net.au  
**Cc:** Ryan Taylor  
**Subject:** Albany Anzac Peace Park Memorial Wall

Henric Huxtable

I refer to your tender submission on the above. Some clarity regarding your pricing is required.

The Form 1 – Lump Sum Price indicates an amount of \$322 491, but includes a 10% allowance for contingency on the construction elements of the project. In order to assess the tender submission on an even basis, I would need confirmation whether the submitted rates can be reduced by the 10% added, or whether the rates as submitted stand as final rates to be billed should your tender be successful. Should the reduction be applicable, any additional works and contingency items would then be dealt with through the contract as variations to the contract.

Please advise soonest as the assessment report is to be submitted by 12h00 Thursday 2 July 2009.

Kevin Ketterer  
Executive Director Works and Services  
City of Albany



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KUMORU U.K.L.

500 2265

Our Ref: STR214 / LT8024979  
Cross Ref: ICR8077599  
Your Ref:  
Enquiries: Shelley Pepper

9 April 2009

Anzac Day Working Group  
Po Box 1619  
WEST PERTH WA 6872

Dear M/s O'Rourke

**STATE GOVERNMENT GRANT ANZAC PEACE PARK GRANT AGREEMENT**

As requested, please find enclosed a copy of the grant agreement for the Anzac Park Memory Wall, duly signed, for your records. I have also enclosed the bank details information for your attention.

Should you have any further queries with regard to this matter, please do not hesitate to contact me on (08) 98419339 or via email to [jonb@albany.wa.gov.au](mailto:jonb@albany.wa.gov.au).

Yours sincerely

Jon Berry  
Manager Economic Development

*Enc.*



**ANZAC DAY WORKING GROUP  
SMALL GRANTS SCHEME**

PAYMENT DETAILS :

BANK ACCOUNT NAME : CITY OF AUZAMU  
MUNICIPAL ACCOUNT

BANK NAME: COMMONWEALTH

BANK BRANCH NAME: AUZAMU

BSB NUMBER: 066-500

BANK ACCOUNT NUMBER 10162796

ANZAC DAY WORKING GROUP  
PO Box 1619, WEST PERTH WA 6872  
Phone: (08) 9222 6922 Fax: (08) 9222 6911

---

GRANT AGREEMENT

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CITY OF ALBANY  
ANZAC PEACE PARK  
DECEMBER 2008

**THIS GRANT AGREEMENT is made on 9<sup>th</sup> Day of March 2009  
BETWEEN:**

**THE STATE OF WESTERN AUSTRALIA acting through the Department of the  
Premier and Cabinet of 197 St George's Terrace, Perth (the "Grantor")**

and

**THE CITY OF ALBANY, a body corporate established under the *Local Government  
Act 1995* of 102 North Road, Albany (the "Organisation")**

#### **RECITALS**

The Organisation has applied to the Grantor for financial assistance to undertake the Approved Purpose and the Grantor has agreed to provide a grant subject to the terms and conditions of this Agreement.

**THE PARTIES AGREE as follows:**

#### **1. DEFINITIONS AND INTERPRETATION**

In this Agreement, unless the context otherwise requires:

**Agreement** means this Grant Agreement, including its recitals and any schedules or annexures (if any).

**Acquittal** occurs when the Grantor has advised the Organisation that the reports and financial information provided by the Organisation in accordance with clause 3.6 are satisfactory.

**Approved Purpose** means the purpose or purposes set out in item 1 of Schedule 1.

**Auditor** means an accountant who is a member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants and who is independent from the Organisation.

**Auditor General** means the Auditor General for the State of Western Australia.

**Business Day** means a day other than a Saturday, Sunday or public holiday in Western Australia.

**Grant Funds** means the amount or amounts specified in item 7 of Schedule 1.

**Party** means each of the Grantor or the Organisation as the context requires and **Parties** means both of them.

**Project** means the initiative or activities to be undertaken with the Grant Fund specified in item 2 of Schedule 1.

#### **2. PAYMENT OF GRANT FUNDS**

Subject to the terms and conditions of this Agreement, the Grantor will pay to the Organisation the Grant Funds in accordance with the payment schedule specified in item 8 of Schedule 1.

### **3 OBLIGATIONS OF ORGANISATION**

#### **3.1 Use of Grant Payment**

The Organisation will use the Grant Funds solely for the Approved Purpose.

#### **3.2 No Changes**

The Organisation will not make any changes to the Approved Purpose without the prior written consent of the Grantor.

#### **3.3 No Endorsement**

The Organisation agrees that nothing in this Agreement constitutes an endorsement by the Grantor of any goods or services provided by the Organisation.

#### **3.4 Acknowledgement of Grantor**

The Organisation will acknowledge the Grantor in the manner set out in item 6 of Schedule 1.

#### **3.5 Request for Information**

(a) The Organisation is to provide the Grantor with any documents or information relating to this Agreement or the Project within ten (10) business days of receiving such a request from the Grantor.

#### **3.6 Accounts and Reporting**

(a) The Organisation is to provide the progress reports, evaluation reports and financial statements specified in Schedule 2.

(b) The Organisation is to keep proper financial records in accordance with generally accepted accounting principles and practices.

#### **3.7 Special Conditions of Grant**

The Organisation agrees to comply with the special conditions (if any) specified in item 4 of Schedule 1.

#### **3.8 General Undertaking of Organisation**

The Organisation must:

(a) at all times duly perform and observe its obligations under this Agreement and will promptly inform the Grantor of any occurrence which might adversely affect its ability to do so in a material way;

(b) undertake its responsibilities under this Agreement with integrity, good faith and probity in accordance with good corporate governance practices;

- (c) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or obligations under this Agreement;
- (d) comply with all State and Commonwealth laws, rules, regulations and by-laws;
- (e) cooperate fully with the Grantor in the administration of this Agreement; and
- (f) upon reasonable notice, provide the Grantor or its agents, with access at any reasonable time and from time to time to the Organisation's premises, financial records, other documents, equipment and other property for the purpose of audit and inspection by the Grantor in order to verify compliance by the Organisation with this Agreement.

#### 4. REPAYMENT AND RETENTION OF GRANT FUNDS

The Organisation must repay to the Grantor any funds that the Grantor has paid which are not used in accordance with this Agreement unless there has been written agreement otherwise between the parties.

#### 5. LIMITATION OF LIABILITY

The Grantor does not accept any responsibility or liability for the success or otherwise of the Approved Purpose and is not liable for any losses which may be suffered by the Organisation in undertaking the Approved Purpose.

#### 6. FREEDOM OF INFORMATION ACT 1992 AND FINANCIAL MANAGEMENT ACT 2006

- (a) The Organisation acknowledges and agrees that this Agreement and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Agreement, including its terms and the details of the Organisation.
- (b) ~~The parties acknowledge and agree that, despite any provision of this Agreement to the contrary, the powers and responsibilities of the Auditor General under the *Financial Management Act 2006* are not limited or affected by this Agreement.~~
- (c) The Organisation must allow the Auditor General, or an authorised representative, to have access to and examine the Organisation's records and information concerning this Agreement.

#### 7. NOTICES

Any notice or other communication that may or must be given under this Agreement:

- (a) must be in writing;
- (b) may be given by an authorised officer of the Party giving notice;
- (c) must be:



- (i) hand delivered or sent by prepaid post to the address of the Party receiving the notice as set out in item 5 of Schedule 1; or
- (ii) sent by facsimile to the facsimile number of the Party receiving the notice as set out in item 5 of Schedule 1;
- (d) subject to paragraph (e), is taken to be received:
  - (i) in the case of hand delivery, on the date of delivery;
  - (ii) in the case of post, on the third Business Day after posting; and
  - (iii) in the case of facsimile, on the date of transmission; and
- (e) if received after 5.00 pm or on a day other than a Business Day, is taken to be received on the next Business Day.

## 8. DEFAULT AND TERMINATION

### 8.1 Event of Default by the Organisation

An Event of Default occurs if:

- (a) the Organisation breaches any of its obligations under this Agreement which continues without remedy for ten (10) business days after notice in writing has been served on the Organisation by the Grantor;
- (b) the Organisation becomes insolvent or is deemed to be insolvent under the *Corporations Act (Cth)*; or
- (c) if the Grantor has reasonable grounds to believe that the Organisation is unwilling or unable to comply with its obligations under this Agreement.

### 8.2 Effect of Event of Default

If an Event of Default occurs, the Grantor may either:

- (a) terminate the Agreement by providing a further ten (10) business days notice in writing to the Organisation of the Event of Default; or
- (b) suspend payment of the Grant Funds until the Event of Default is remedied.

### 8.3 Recommencement of Grant Payment

The Grantor may, in its absolute discretion, recommence payment of the Grant Funds if and when the Organisation has rectified the Event of Default.

### 8.4 Acquittal

Unless earlier terminated, this Agreement will terminate at the time of Acquittal.

## 9. GOODS AND SERVICES TAX (GST)

- (a) For the purposes of clause 9:
  - (i) "GST" means the goods and services tax applicable to any taxable supplies as determined by the GST Act; and
  - (ii) "GST Act" means *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and includes all associated legislation and regulations;

- (iii) the terms "supply", "tax invoice", "taxable supply" and "value" have the same meanings as in the GST Act.
- (b) If the supply of anything under this Agreement is a taxable supply under the GST Act, the Grant Funds shall be inclusive of GST.
- (c) The obligation of the Grantor to pay the GST on any supply by the Organisation under this Agreement is conditional upon the prior issue by the Organisation to the Grantor of a tax invoice, which complies with the GST Act. This provision applies notwithstanding any law to the contrary.
- (d) If the parties agree that the Grantor will issue the Organisation with a Recipient Created Tax Invoice (RCTI), then the parties hereby agree that:
  - (i) the Grantor will issue a RCTI in respect of GST payable on the supply of the Project and the Organisation will not issue tax invoice in respect of that supply;
  - (ii) The Organisation warrants that it is registered for the purposes of GST and the Organisation will notify the Grantor in writing if it ceases to be registered for the purposes of GST during the term of this Agreement ("the Term");
  - (iii) the Grantor warrants that it is registered for the purposes of GST and the Grantor will notify the Organisation in writing if it ceases to be registered for the purposes of GST, or if it ceases to satisfy the requirements of the *GST Act* during the Term ; and
  - (iv) the Grantor will indemnify and keep indemnified the Organisation for GST and any related penalty that may arise from an understatement of the GST payable on the supply of the Project for which the Grantor issues a RCTI under this Agreement.

#### 10. RELATIONSHIP

The Parties agree that nothing in this Agreement may be construed to make either of them a partner, agent, employee or joint venturer of the other.

#### 11. WAIVER

- (a) No right under this Agreement shall be deemed to be waived except by notice in writing signed by both parties.
- (b) A waiver by either party will not prejudice that party's rights in relation to any further breach of this Agreement by the other party.
- (c) Any failure to enforce this Agreement, or any forbearance, delay or indulgence granted by one party to the other party will not be construed as a waiver any rights.

#### 12. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes all communications, negotiations, arrangements and agreements, whether oral or written, between the parties with respect to the subject matter of this Agreement.

13. VARIATION

Any modification, amendment or other variation to this Agreement must be made in writing duly executed by both parties.

14. DISPUTE RESOLUTION

Before resorting to external dispute resolution mechanisms, the Parties shall in good faith attempt to settle by negotiation any dispute in relation to this Agreement, and where practical, each Party shall refer the matter to personnel who have authority to intervene and facilitate some form of resolution.

Executed by the Parties hereto:

For and on behalf of the Grantor:

*[Handwritten signature of Peter Conran]*

PETER CONRAN

Signature of Authorised Person

Dated 10/03/09

DIRECTOR GENERAL

For and on behalf of the Organisation:

*[Handwritten signature of Paul Richards]*

Signature of Authorised Person

Dated 6/4/9

*PAUL ANDREW RICHARDS.*

Print full name of Authorised Person

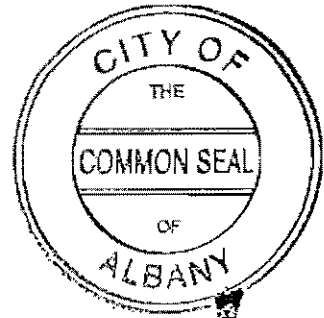
*CHIEF EXECUTIVE OFFICER  
CEO.*

Position of Authorised Person

(Organisations should use common seal of a company or incorporated association, where appropriate.)

*This common seal of City of Albany  
was herewith affixed by authority  
of the Council in the presence of:*

*[Handwritten signature]*  
*THE WARDEN THE Mayor*



## SCHEDULE 1

### DEFINITION OF PROJECT OR SERVICE TO BE FUNDED

#### 1. Approved Purpose of Grant

The allocation of \$433 000 (ex gst) will be used for the Memory Wall, granite steps and lighting of the Peace Park Project.

The Memory Wall functions as a canvas for interpretation, a memorial to the ANZAC and a backdrop to commemorative services. Together with the adjacent Granite Steps the two elements are dedicated to the spirit of Albany and are located on the York Street axis. Their visibility from the waterfront marks a clear entry point to the park.

#### 2. Project Definition and/or Anticipated Activities

The Anzac Peace Park will form the western terminus of the Albany Waterfront redevelopment. The Park will be dedicated to the role Albany played in the First world War. It was from Albany on 1 November 1914, that the first convoy of the Australian Imperial Force set sail for war. On board the 38 ships were 30 000 troops from Australia and New Zealand and 7500 horses. For many of these troops as the ships sailed out from King George Sound it was the last glimpse of Australia they ever saw. Albany was also the place of the first official ANZAC Dawn Service in 1923.

When completed the Park will include an outdoor performance and parade space, public art, landscaped gardens and interpretive areas to enable visitors to learn about Albany's military heritage. Pathways will lead to a new pedestrian bridge, linking the park with the waterfront and the city centre.

The Anzac Peace Park will provide a nationally significant precinct. The City of Albany commenced the first stage of construction of the Anzac Peace Park in June 2008.

In late September, the Australian Government reviewed its Regional Partnerships Program from which the City of Albany had received a letter of commitment for \$433 000 (ex gst). This commitment was subsequently withdrawn by the newly elected Australian Government. This grant is part of an election commitment on the part of the current Western Australian Government and takes the place of the funding not provided by the Australian Government.

#### Current Status

All preliminary planning and environmental approvals for the Park have been completed and work has commenced on construction of the Park including:-

- Land reclamation to increase the size of land area by approximately 0.3ha
- Construction of granite sea wall
- Construction of stormwater treatment swales and associated infrastructure.

A newly turfed Park will be established by April 2009 in readiness for the Anzac Day mid morning service.

The second stage will include the development of the interpretation systems, seating, lighting, pathways, boardwalks, memory Wall and Pier of Remembrance (subject to Federal funding).

Funding for the Peace Park has been committed as follows:-

Department for Planning & Infrastructure	\$250 000 (ex gst)
Department of the Premier and Cabinet	\$433 000 (ex gst)***
City of Albany	\$523 000 (ex gst)
Department of Veterans Affairs	\$ 30 000 (ex gst)
Lotterywest	\$720 000 (ex gst)

\*\*\*The allocation of \$433 000 (ex gst) by the Department of Premier and Cabinet will be used for the Memory Wall, granite steps and the lighting of the Park.

### 3. Agreement Term

Stage 1 completion date 25 April 2009  
 Stage 2 completion date December 2009

### 4. Special Conditions of Grant

None specified.

### 5. Notice Addresses

(a) Grantor; Executive Officer  
 Registered Mail: PO Box 1619, West Perth WA 6872  
 Facsimile: 08 9222 6911  
 Email: [anzac@dpc.wa.gov.au](mailto:anzac@dpc.wa.gov.au)

(b) Organisation: Manager Economic Development  
 Registered Mail: City of Albany, 102 North Road, ALBANY WA 6331  
 Facsimile: 08 9841 9333  
 Email: [staff@albany.wa.gov.au](mailto:staff@albany.wa.gov.au)

### 6. Acknowledgement of Grantor

Acknowledgement of The Department of the Premier and Cabinet through the State Government Crest.

Invitation for the Premier or his representative to participate in the commemoration of the first Anzac Day in the Peace Park on Anzac Day 2010.

### PAYMENT SCHEDULE

### 7. Total Amount of Grant Funds

Grant Amount	\$433 000
GST	\$ 43 300
TOTAL	\$476 300

### 8. Method of Payment

Payment of the Grant Funds (inclusive of GST) will be made in the amounts detailed below and within ten (10) business days of the dates listed below:

PAYMENT DATES	AMOUNT TO BE PAID (\$)
25 April 2009	\$433 000 (ex gst)

## SCHEDULE 2

### REPORTING REQUIREMENTS

1. **Reports to be provided as at:**

Completion of project

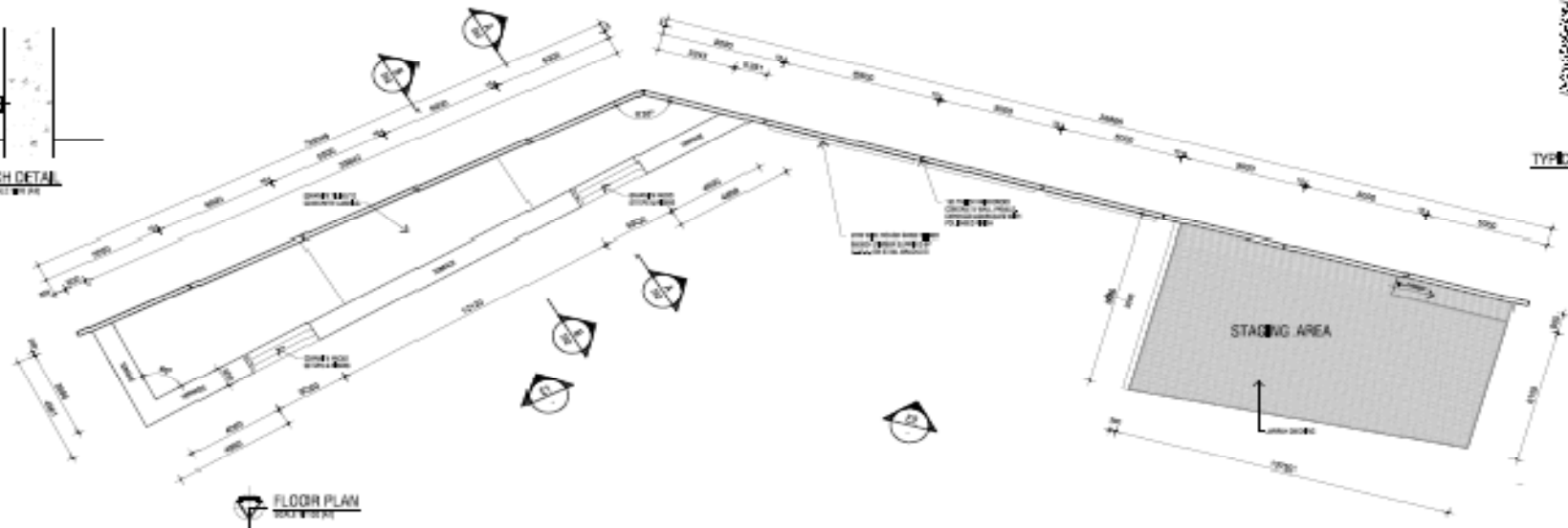
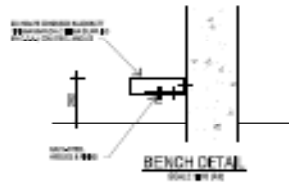
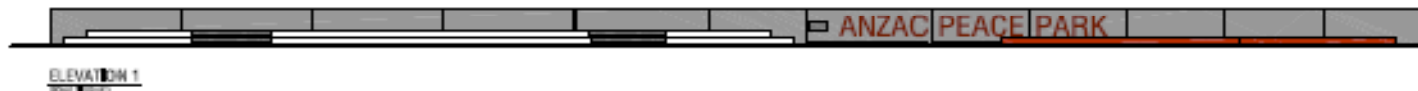
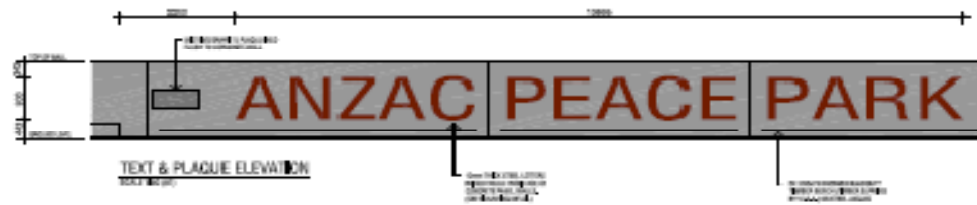
2. **Evaluation Arrangements**

Inspection of completed project by representative of the Department of the Premier and Cabinet.

3. Provide a Statement of Income and Expenditure related to this Agreement by 31 March 2010 as specified by the Grantor with copies of invoices for expenditure.

4. Financial statements are to be certified by the Chairman, CEO of the Organisation, or equivalent AND certified by a professional auditor who is:

- (a) not an officer or employee of the Organisation;
- (b) registered as a company auditor or equivalent under a law in force in Western Australia; or
- (c) a member or fellow of the Institute of Chartered Accountants, the Australian Society of Certified Practising Accountants or the National Institute of Accountants.



NO.	REVISION	DATE	BY	CHECKED	APPROVED



**ANZAC PEACE PARK**  
MEMORIAL WALL  
FLOOR PLAN & ELEVATIONS  
DUSTIN HILBERRY  
ARCHITECT

WORKS AND SERVICES			
DATE	APRIL	SCALE	As Shown
BY	STR14	JOB No.	
PROJECT	0803	SHEET	1 OF 2



# Yilgarnia W&W P/L

---

P.O. Box 802  
Denmark  
Western Australia 6333  
Tel/Fax: (61) 08 9845 3031  
Mobile: 0428 453 031  
E-mail: [sales@yilgarnia.com.au](mailto:sales@yilgarnia.com.au)

17th June 2009

Dear Graeme

## RE Reserve 23579 – Hay River

Further to our phone conversation of the 16<sup>th</sup> June 2009. The points you have made in your letter of the 8<sup>th</sup> May are important, there are many other views to consider.

- Keith Road has been the major access for the five locations along the Hay River since 1898 when the area was taken up. It also provided access for the new land settlers from the 1960's until Hunwick road was graveled in the 1990's.
- The reserve is a very popular area for recreations. Brim & Mullet fishing is very popular on the river, along with canoeing & boating. At the northern end of the reserve Marron is still caught.
- Tourist regularly camp on the River at long weekend & Easter. Free campers (caravaners) are regulars along the river as well. Free campers rarely use parks, & seek out sites like the Hay River reserve. Modern vans have all the amenities & sites like this are now well promoted in travell books. My travels have shown that Queensland & Tasmania now promote their free camps. It is an important area of tourism that is overlooked in our area & WA generally.
- The Reserve is the gateway to the City of Albany on Highway 1 from the west. A major Information Bay should be established at that point. The Bay should be large enough to cater for several car & vans at one time. Appropriate tourist information & maps should be displayed. Suitable table & seating could be provided for that tea break or lunch for those on the road.
- The 3 or 4 campsites currently used along the river could be developed. Even some sort of composting toilet could be put in place for tourist & campers. Camping fees would be appropriate & collected using an honor box like many National Parks do. If the sites were developed, management of the rest of the riverbank should be applied to prevent further deterioration of the bush. Some sections now require revegetation following a fire in the area some 5 or so years ago. Some of the new tracks that are now appearing could be shut off as well.

In conclusion I believe Reserve 23579 should be vested in the City of Albany, as this would provide the best management option for the area. It would also be in our States best interest as well.

Yours faithfully

Peter Buxton



MAN121

## **BUSHCARERS ADVISORY COMMITTEE - MINUTES -**

**Meeting held at the City of Albany Office, North Road  
Wednesday 27<sup>th</sup> May 2009**

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Meeting opened at 3:40 pm.

### **1.0 PRESENT**

Committee Members: Councillor Kim Stanton, Val Davies, Graham Blacklock and John Moore. City of Albany Staff: Sandra Maciejewski and Mark Ford.

### **2.0 APOLOGIES**

Monika Jolly and Greg Freebury.

### **3.0 CONFIRMATION OF MINUTES**

6.1 Val indicated that the correct spelling is “coropoesis”.

**Moved: J Moore**

**Seconded: V Davies**

**That the minutes of the meeting of the 28<sup>th</sup> January 2009 be confirmed as a true and accurate record of the proceedings.**

**CARRIED 4-0**

### **4.0 CORRESPONDENCE**

None.

### **5.0 BUSINESS ARISING**

#### **5.1 Previous Committee Minutes**

Sandra informed the Committee that the January 2009 Minutes had not yet gone to a Council meeting, but will go to the June meeting.

John volunteered to attend the June Council meeting to support the recommendations made regarding the control of the movement of soil contaminated with invasive species on development sites.

### **5.2 Access to Foreshore along the Esplanade, Little Grove**

Mark and Sandra reported that they had visited the site, and that they were looking into installing a platform and boardwalk at the site to protect the foreshore vegetation and soil from people using the site.

### **5.3 Gorse Project**

John indicated that the Gorse project has been launched in January by the State and Federal Minister, and that all is going well with the project.

## **6.0 GENERAL BUSINESS**

### **6.1 Funding**

John and Graham reported that South Coast Natural Resource Management are still waiting hear about the “Caring for Country” funding. There may be a 3 or 4 month wait.

### **6.2 Removal of Pines on the Kalgan River**

Mark reported that 11 large pine trees have been removed from the Kalgan River foreshore by a contractor. This work was funded through a Coastcare grant to the Kalgan River Stewarts. The pines are a safety hazard to users of the area, as some are rotted through. The pines are also spreading to other areas of the foreshore causing a weed problem. The area where the trees have been removed will now be rehabilitated with local native plants. The City of Albany’s involvement has been to provide traffic control.

### **6.3 European House Borer**

Graham reported that the European House Borer has arrived in the Albany area. This species was found in a kitchen bench in a Millbrook House. The Borer only affects dead pine, and can lie dormant for many years. This Borer poses a threat to the stability of buildings, if they get into the pine.

### **6.4 Report from City of Albany Reserves Officer**

- The Reserves Officers are now operating under Works and Services, City Assets.
- Bettys Beach Management Plan is nearly ready to go to the Asset Management and City Services Strategy and Policy Committee, and then Council for approval to go for public comment.
- A Reserves Masterplan will be prepared to outline the how the City will address particular issues within City managed reserves. It will also prioritise actions to be undertaken.
- A grant application has been submitted for dieback mapping, signage and track maintenance in Lowlands Reserve.
- A grant application has been submitted for dieback mapping in Pallinup Reserve.
- A grant application has been submitted for dune protection and other coastal works in the Mutton bird to Perkins Beach area.
- A consultant is currently mapping the Sand Patch reserves for dieback protectable areas.
- A grant application has been submitted for 32 entry signs to coastal reserves/locations within the City of Albany.

**6.5 Main Roads working with the Community**

Graham reported that Main Roads has been working the Kalgan River Stewards, by providing chemical for weed control.

**6.6 Community Garden**

The Rainbow Coast Neighbourhood Centre is coordinating a community garden.

**6.7 Revegetation of Landfill Site**

Mark reported that the City is revegetating areas of the Hanrahan Rd landfill site with local native plant species.

**6.8 Another Weed to look out for in the City**

Graham reported that Bridal Veil *Asparagus denclinatus* is another weed we need to look out for within the City of Albany. There have already been some sightings within the City.

**6.9 Committee Members**

John suggested the Committee invite Matthew Kennewell to be the SCNRM representative on the Bushcarers Advisory Committee.

ACTION: Sandra to invite Matthew to the next Committee meeting.

Sandra indicated that Monika was thinking of resigning from the Committee as she has trouble getting to the meetings. The Committee suggested she designate a proxy for those meeting that she cannot attend.

ACTION: Sandra to talk to Monica about designating a proxy.

**7.0 NEXT MEETING**

August 2009.

**8.0 CLOSURE**

The meeting was closed at 5:15 pm.

**Pages 300-311 have  
intentionally been  
left blank.**

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# **GENERAL MANAGEMENT SERVICES**

**Agenda Item Attachments**

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# **MINUTES**

## **CORPORATE STRATEGY AND GOVERNANCE STRATEGY AND POLICY COMMITTEE (MAN234/ AM808659)**

**Held on  
Thursday, 18<sup>th</sup> June 2009  
4pm**

**City of Albany Council Chambers**



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**1.0 DECLARATION OF OPENING**

The Chair, Councillor Price, declared the meeting open at 6.15pm.

**2.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

Attendance:

<b>Elected Members</b>	
Frederickstown Ward	Councillor D Price (Chair)
West Ward	Councillor D Wolfe
West Ward	Councillor D Dufty
Yakamia Ward	Councillor J Matla
Kalgan Ward	Councillor J Walker
Vancouver Ward	Councillor K Stanton
Frederickstown Ward	Councillor V Torr
<b>Staff</b>	
Chief Executive Officer	Mr P Richards
Manager Executive Services	Mr S Jamieson
Executive Director Development Services	Mr R Fenn
Executive Manager Planning Services and Councillor Liaison	Mr G Bride

Apologies/Leave of Absence/Absent:

His Worship The Mayor	Mayor M. Evans, JP
Yakamia Ward	Councillor G Kidman
Kalgan Ward	Councillor R Buegge
Breaksea Ward	Councillor J Bostock
Executive Director Development Services	Mr R Fenn

*In accordance with the Governance and Meeting Framework Policy adopted by Council on the 19 Feb 08, ward seniority determined the alternate deputy for the Breaksea Ward; being Councillor Torr (Frederickstown Ward) and Councillor Dufty (West Ward).*

*Councillor Walker had voting rights as the deputy for Councillor Buegge.*

**3.0 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING**

<p><b>COMMITTEE RECOMMENDATION 1</b></p> <p><b>MOVED COUNCILLOR MATLA SECONDED COUNCILLOR WOLFE</b></p> <p><b>THAT the minutes of the Corporate Strategy and Governance Strategy and Policy Committee meeting held on 28 May 09, as previously distributed, be confirmed as a true and accurate record of proceedings.</b></p> <p style="text-align: right;"><b>MOTION CARRIED 7-0</b></p>
--

#### 4.0 DISCLOSURE OF FINANCIAL INTEREST

All Councillors declared a financial interest for items: 6.2 – Review of Planning Processes and 6.3 – Meeting fees, allowances and expenses for elected members.

#### 5.0 MINOR POLICY AMENDMENTS

The CEO presented the Committee with two documents regarding the Organisational Improvement Plan, Terms of Reference and correspondence regarding 'working together' workshops.

A visual presentation was presented (this presentation will be presented to the Premier).

Councillors meet the Premier at the Peace Park at 3.45pm. Paul Richards to supply the Councillors with a copy of the Premier itinerary once collated.

#### 6.0 ITEMS FOR DISCUSSION

**6.1 CEO Update.** Feedback from Local Government Structural Reform Regional workshop.

**6.2 Review of Planning Processes and Report Template**

##### Proposal

To:

- i) adopt a new planning application process (reviewing delegation paths, consultation methodology, minimum application standards and processing times);
- ii) commit to the preparation of guidelines and brochures for the community development industry; and
- iii) change the report template/structure for Council reporting.

##### Attachments

1. Draft Council Policy 'Processing Planning Applications';
2. Submissions received;
3. Proposed Council agenda template (Shire of Busselton Model);
4. Proposed Structure Planning and Rezoning Guide to developers;
5. Draft Position Paper 'Review of Planning Processes'

**Purpose:** To seek Council's endorsement for the new planning processes policy.

**Background:** The review of Planning Processes commenced in March this year, and considerable consultation has been undertaken with Councillors, key stakeholders and the development industry.

The Policy seeks to create a planning framework within statutory requirements that achieves Council's requirements whilst providing added direction to the development industry on how Council will process and consider planning proposals.

The proposed Policy includes:

- A review of delegations based on complexity of application (rather than development value);
- When site inspections should be undertaken;
- Minimum application standards for various type of applications;
- Councillor involvement and awareness of proposals;
- Community Consultation; and
- Processing turnaround times for 'complete' applications.

Item 6.2 continued.

**Statutory Requirements:** The Policy is proposed to be adopted as a Policy of Council. It is not intended that the Policy be adopted as a local planning policy under the Town Planning Scheme, as the policy is a procedural (governance) based policy rather than a development control policy.

**Comment/Discussion:** Comments have been received from two landowners as attached, and a submission has been lodged by Councillor Price.

In summary the following comments have been received (with staff response outlined thereafter):

Councillor Price

- Would like perceived inconsistencies examined or explained (ie. sloping land policy which applies to some of the City, but under delegation staff can take HDL from the street level in the CBD area when the block is sloping).
- Would like the preparation of pamphlets and guidelines time lined and include the role of the electors response and timeline for their involvement.
- Supports the Busselton Model (for report structure);
- Would like Table A to be modified to make it clear that newspaper advertising and press releases are to be prepared by the City and not the proponent;
- Would like to see amenity defined for electors, Councillors and developers as per SAT findings;
- Would like to see all plans presented to the public to have legible heights clearly marked;
- Would like a review of grouped dwellings and at what point grouped dwellings should come to Council;
- Would like fast food outlets, all uses not listed and any application inconsistent with a Council Policy going to Council;
- Strongly supports the need for more notice of what's coming to Council; and
- Raised comments on the minutes of the meeting with the development industry.

Staff Response:

- The sloping land policy only applies to land within the schedule of the Sloping Land Policy. The existing Central Albany Urban Design Policy (CAUDP) dictates that height on lots sloping down from the road be measured from street level rather than natural ground level. There is no inconsistency in the two policies as only the CAUDP applied to the Vancouver Street proposal. It is important to note that staff are recommending changes to the CAUDP to be discussed at the next PESP Committee Meeting.
- As per proposed recommendation the brochures and development guidance notes are to be prepared prior to 1 October 2009.
- Busselton Model is also supported by Staff.
- Advertising is always prepared by Council staff. Press releases however would be up to the developer to prepare and Council would not have any editorial control over such releases.
- The defining of amenity etc will need to be incorporated into the community brochures that are to be prepared.
- The quality of plans expected by Council can be further defined in the development guidance notes.

Item 6.2 continued

- In relation to grouped dwellings it is suggested the following amendments be made (grouped dwellings <10 units are Category 1A, and those between 10 and 25 units are 2B and those greater than 25 units become 2C). It is recommended that Holiday Accommodation units also be revised to match this proposal, except that over 25 units attract a 3C rating.
- It is recommended that fast food outlets be changed from 1A to 2B, however these applications rarely cause major assessment issues that would require them to be referred to Council for consideration as of right.
- Uses not listed require advertising under the Scheme, and should objections be received the proposal will be referred to Council (an automatic referral to Council where there are no objections would be unnecessary).
- Applications that are not consistent with Council Policy can be reclassified 2C if Council wishes (it may increase processing delays if an application is 95% compliant with a policy but does not meet one policy statement for example). The modification has been made.

Landowner (G Cutler)

- Requested that any building in the heritage precinct should be elevated to Level 2 with Decision Mechanism “B”.

Staff Response

- In reference to the CAUDP as an example where there is any inconsistency with that policy, the decision will need to go Council as it is rated 2C (as per the change suggested by Councillor Price).

Landowner (W Marshall)

- Supports the notion that Councillors are more involved in planning process;
- Recommends that view sheds be protected;
- Recommends that a design advisory committee be implemented;
- Recommends more clarity be inserted in the document as to what the definition of a neighbour should be (recommends such approaches);
- Would like to see third party appeals;
- Would like to see a compliance officer to sign off on compliance with legislation etc;
- Supports the creation of a weekly register;
- Councillors need to be empowered to undertake site visits;
- Money should not drive the referral to Council (ie. in reference to current \$1.5 million delegation method);
- Council’s raft of policies are in urgent need of rationalisation;
- Recommends a ‘planner in residence’ scheme, bringing over international expertise for short periods to promote best practice.

Staff Response

- Protection of view sheds is a specific policy issue and not a process issue;
- Councillors considered whether a design committee was needed as part of the workshop (without majority support), however it is important to note that where a Level 3 application is lodged a professional review from an independent consultant/expert is required.
- The Residential Design Codes advises which neighbours should be consulted in relation to residential development, and it is recommended that this state wide legislated approach is maintained. In relation to all other proposals that require advertising it is very difficult to set a standard in terms of which landowners should be consulted. Additional direction has been placed at the bottom of Table A.

Item 6.2 continued

- Third party appeals are within the draft Local Community Planning Scheme No. 1 which is currently with the WAPC for assessment prior to advertising.
- The new process ensures additional checks and balances as per the revised delegation mechanism.
- Staff are currently rationalising their planning policies and hope to turn a total of 96 policies into a maximum of 10 policies;
- Council has planners on it's staff from the UK and South Africa and to the same extent as suggested assessment practices are continually reviewed in light of best practice.
- It is recommended that the Policy as attached be adopted by Council. The attached policy includes the modifications as supported above.

**ITEM 6.2 COMMITTEE RECOMMENDATION 1**

**MOVED: COUNCILLOR TORR  
SECONDED: COUNCILLOR MATLA**

**Review of Planning Processes and Report Template**

**Under Table A.- application level and requirements, insert in footnote:-**

***'If proposal is an application under R-codes (then referral to neighbours as per the definition within the R Codes), notification to be sent to 3 properties either side of subject land on same side of street, 3 properties opposite and 3 properties behind.'***

**MOTION CARRIED 6-1**

Record of Vote: For: Councillors Price, Matla, Wolfe, Stanton, Walker and Torr.  
Against: Councillor Duffy.

**ITEM 6.2 – COMMITTEE RECOMMENDATION 2  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR WOLFE  
SECONDED: COUNCILLOR TORR**

**THAT Council:**

- ADOPTS the proposed Planning Processes Policy as an operational tool to guide the processing of development applications;**
- Pursuant to Clause 7.21 of Town Planning Scheme 1A and Clause 6.9 of Town Planning Scheme No. 3 REVOKES Guideline No .1 of the Development Guidelines 1A and 3 and directs staff to review the Policy 'Development Guidelines No. 1A and 3' to ensure there is no conflict between the two policies new policy and existing delegation paths and where conflict currently does exist the planning processes policy shall prevail;**
- DIRECTS staff to prepare information brochures for the community and development guidance notes for the development industry, through the Planning and Environment Policy and Strategy Committee prior to 1 October 2009;**
- REQUIRES that consultation be undertaken with the development industry on the implementation on the planning processes policy.**
- REVIEWS the planning processes policy and the implementation of that policy no later than six months from adoption.**
- UTILISES the Shire of Busselton report structure as a model for it's agenda item template.**

**MOTION CARRIED 7-0**

### 6.3 Review of Planning Processes and Report Template

**Background:** At the 28 May 09 committee meeting the elected group asked that meeting fees and allowances be discussed as the next committee meeting.

The Department often receives questions and comments with regard to which method of fee payment is the best; a fee for each meeting attended or an annual fee. It is appropriate that each local government makes its own decision on the method that best suits its circumstances.

The Council currently pays an annual fee in lieu of a fee per meeting.

**Guideline:** Local Government Operational Guidelines - Number 15 September 2006, *Meeting fees, allowances and expenses for elected members*.

**Legislation:** The provisions regarding meeting fees, allowances and expenses are contained in sections 5.98 to 5.102 of the *Local Government Act 1995* and regulations 30 to 34AB of the *Local Government (Administration) Regulations 1996*.

**Discussion:** It is the right of individual member to decide whether they wish to be paid an attendance fee; however, it is the responsibility of the council to decide:

- Whether fees are to be **paid on the basis of meetings attended**, and if applicable, the level of the fees to be paid; and
- Whether an **annual fee will be paid in lieu of a fee per meeting**, and if applicable, the level of that annual fee up to the prescribed maximum and whether paid in advance or arrears.

**Payments on a per meeting basis:** Elected members are entitled to be paid on a per meeting basis at the minimum rate prescribed in the regulations unless the council decides otherwise. If a local government proposes to pay an amount greater than the minimum, it must resolve to do so by setting the fee within the statutory minimum and maximum amounts. The minimum and maximum amounts prescribed in regulation 30(1) and (2) are:

- Council meetings – minimum \$60, maximum \$140
- Committee meetings – minimum \$30, maximum \$70
- Regulation 30 (3) provides that the total fees that can be paid on a per meeting basis to a councillor in each year is not to exceed **\$7,000**.

Note: The reference to a councillor in this instance does not include the entitlement of payment of meeting attendance fees for a mayor.

The minimum and maximum fees payable to a mayor or president for attending individual meetings prescribed in regulation 30 (4) are:

- Council meetings – minimum \$120, maximum \$280
- Committee meetings – minimum \$30, maximum \$70
- Regulation 30 (5) provides that the total fees that can be paid to a mayor or president for attending council and committee meetings in each year is not to exceed **\$14,000**.

Note: A Mayor and councillors cannot claim fees for attending committee meetings unless he or she is appointed as a member of that committee.

Item 6.3 continued.

**Meeting attendance versus annual attendance fees**

One argument **in favour** of the payment of an annual fee is its simplicity compared to a claim being made for payment for each meeting attended.

However, the benefit of the payment per meeting method is that elected members are only paid for the number of meetings they attend. Under an annual fee system, an elected member who misses a significant number of meetings will be paid the same amount as a member who attends every meeting. This could be seen as inequitable by the other members and the community.

**A downside** of paying fees per meeting is that the fees prescribed in the legislation may be considered as relatively low compensation. For example, in the situation where a local government conducts 12 ordinary council meetings and 2 committee meetings per month the annual payment for a councillor paid the maximum per-meeting fee is **\$3,560** as compared to the maximum annual fee of **\$7,000** when an annual attendance fee is paid.

Note: Agenda briefing sessions are not classified as a meeting.

All Councillors declared a financial interest in item 4.3.

ITEM 6.3 OFFICER RECOMMENDATION 1

THAT the committee RECOMMENDS TO COUNCIL to:

- a. Implement a meeting attendance fee; or
- b. Remain with the current meeting annual attendance fee.

Councillor Dufty requested staff to investigate the possibility of reducing one of the current allowances and replace it with a clothing allowance.

**ITEM 6.3 COMMITTEE RECOMMENDATION 3**

**MOVED: COUNCILLOR WOLFE**  
**SECONDED: COUNCILLOR DUFTY**

**THAT Item 6.3 lay on the table to allow further research and consideration within the next financial years budget.**

**MOTION CARRIED 7-0**

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

Councillor Price asked that discussion is held at the next meeting regarding Councillors not contacting lawyers on any matters relating to City of Albany issues and introducing Policy to stop it happening. Councillor Price stated that she had informally raised a concern with His Worship the Mayor.

A discussion started on this issue and the CEO stated that the current Policy was that contact with solicitors should not be made without adhering to the City Policy, specifically on resolution of Council or with the permission of the CEO.

The specific topic to be discussed at the next meeting is “policy that dictates the protocols for accessibility by elected members to engage legal services by the City.”

*Councillor Torr left the meeting at 5.06pm.*



**8.0 TIME AND DATE OF NEXT MEETING**

Thursday 23 July 2009 at 4.00pm.

**9.0 CLOSURE OF MEETING**

There being no further business, The Chair, Councillor Price, declared the meeting closed at 5.23pm.

Appendices:

- A. Correspondence – Review of Planning Processes at the City of Albany
- B. 'Draft' Position Paper – Review of Planning Processes

**Graeme Bride**

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**From:** Gary Cutler [Gary@Grovesecurities.com.au]  
**Sent:** Wednesday, 3 June 2009 5:02 PM  
**To:** Paul Richards; Graeme Bride  
**Cc:** Jon and Dot Price  
**Subject:** Review of Planning Processes at the City of Albany

Dear Paul & Graeme

Thank you for the invitation to attend this workshop but unfortunately I will not be able to attend.

Unless I am not reading the document correctly the proposed new process would not overcome the concerns we expressed at our meeting that enabled the building at the corner of Vancouver and Melville Streets being approved without prior consultation with affected neighbours.

For any building in the Heritage Precinct Application Level & Requirements should be elevated to Level "2" with Decision Mechanism "B".

Policy for all buildings in the Heritage Precinct should be bound by all the characteristics determined by the Central Albany Urban Design Policy in particular the new building or alterations should not detract from the significance of the place, should respect and compliment the heritage significance of the area and should be compatible with the siting, scale, architectural style and form, materials and external finishes of the place, roof pitches etc, etc of all existing heritage buildings.

I look forward to the planning process being changed so that another Vancouver and Melville Streets building can not occur preserving the uniqueness of the Heritage Precinct.

Regards

**Gary Cutler**  
34 Melville Street Albany WA 6330

## Comments on Review of Planning Processes

### Introduction

I have lived in Albany since 1953. I maintain a very strong interest in the City even though I work in Perth. I was a Councillor in the City of South Perth for 8 years in the late 80's early 90's. I drove a strong reform agenda. I was elected to the City, both opposed and unopposed, on 4 occasions. I represented the City in Tribunal planning appeal processes. I am presently restoring my house in Cliff Street which was built in 1898. I have made many submissions to the City on matters pertaining to development policy, process, transparency and accountability.

1. Planning should be seen by all stakeholders as a shared responsibility. Too often it is viewed from the outset as adversarial in nature; "what can we get away with" v "what can we stop them getting away with." There are comments reflective of this in the text of the document you sent me. *This is perhaps the biggest challenge facing the City, the Mayor and the CEO.*
2. I believe it is wrong to assume that only those people who have a degree have a mortgage on wisdom. A local councillor who has an intimate knowledge of the local area/ City is very well placed to provide expert commentary on development applications. Professionals need to remember that it is the Councillor who has an end dated appointment and provided their input is within the parameters set, their efforts should not be pilloried/ mocked. Their knowledge is vital. They are a vital part of the checks and balances. *They need to be informed and the City needs to upskill them in this aspect of their role.*
3. One thing that everybody needs to be aware of is that knowledge once the instrument of power is no longer held by a select few and that the global world has met that knowledge, practices and principles from other countries is now accessible to all. *This means that each party needs to be open minded and willing to embrace 'new' knowledge willingly, and not be threatened or intimidated by this.* My reference to what works in America with respect to view-sheds view- corridors and view-windows has been scoffed at, yet an intelligent appraisal of the concept would at least provide for an examination of the idea and not a quick and ready dismissal because it is not and has not been in 'our current psyche' or our past training and experience.
4. One way to reduce this 'them and us' mentality is I believe through a design advisory committee, its only power being to advise. It would help educate the proponents and the officers alike; it would be good for the profession and it would be good for the City. *In my view a design advisory committee would lead to better and more informed decision making and better outcomes for each 'party'.*

5. I am concerned in the document that there is **no definition of neighbour as defined by the City** and not simply by the 'R' codes. I believe the City could see each application in terms of the concept of a hierarchy of influence; immediate area, local area and city, similar to your simple to complex model. Each application would need to address the impact on the surrounding landscape according to the hierarchical class/ level of development. Immediate area say level 1, would require commentary on/ from? **adjoining and adjacent residences** only, local level 2 would require adjoining, adjacent as well as local (within a certain radius say 500-1000metres), and the highest order level 3 all the above plus city wide influence. The applicant in stating the level of development would be meeting certain criteria/ a checklist established by the City and would be 'on oath' to tell the truth. The problem with the simple to complex is that a so called simple application could in reality be 'complex'; my situation in Cliff Street is a good example of this. It was seen as simple when it had in reality complex elements of adjacent neighbour impact, loss of significant 100 year old views and potential local area heritage impact ... old Mt Melville heritage area of the City. (In addition to statutory requirements). I feel your appendixes 'A' and 'B' are trying to do the same thing and are probably just as workable; my greatest fear is that the notion of a simple or level one development may have very complex ingredients; a home occupation or day care centre may need to be viewed in quite broad terms. *If the determination by the officer is going to be based on neighbour comment the word "neighbour" needs to be clearly defined; I believe it should be both adjoining neighbour impact and commentary and adjacent neighbour commentary and impact.*
6. *I firmly believe that ALL applications to the City need to be more factual and include a mandatory photographic summary.* Officers need as much information as possible at the outset and with technology as it is now this is not expecting too much. Supporting point 5 above would mean both written and photographic data being provided to support the application be it a level 1 or a level 3 development; a garage/ retaining wall or a hotel. The City would require photographs from a number of basic vantage points. Alternatively the CoA could provide the service at cost; we will organise for this to occur for a fee of say \$500, but that the City requires photographic information supporting the application.
7. *I would like to see third party rights of appeal.* This would provide an important balance and check on the decision making process.
8. *I would like to see a compliance officer and stage built into the check and balance phase. I would like the applicant to be required to also sign off on the relevant compliance ... legislation, local law etc.*  
 "I (applicant/ applicant's advocate) ... have complied with all relevant legislation and local laws."  
 I like the idea of self certification provided that the applicant remembers that they must be responsible for any action taken if their self certification is shown to be wrong, incomplete or fraudulent.

9. *I like the idea of a creation of a weekly register of applications.* It would be great if the Councillors on the planning Committee were able to assume/ be allocated individual responsibility for each application; ie by ward or project but this would be resisted.
10. *Councillors need to be empowered to do appropriate site visits as part of their responsibility and not be beholden on the Officers to organize this for them ...* they need to stand on their own two feet. If a joint visit is required so be it, but this shouldn't be at the expense of Councillor initiative and responsibility.
11. The \$1.5K referral is a cop-out. *Money shouldn't drive the referral to Council, planning principles and compliance should.*
12. *Each application/ decision must indicate CLEARLY any relaxation of statutes.*
13. I do not agree that a design advisory committee would be compromised by potential conflict of interest. It is in the best interest of the architect/planner to submit proposals that stand peer review and commentary ... the more input the better and for projects big and small ... their role is to provide advice only. *I really believe it would raise the standard of development in the City, would reduce "them and us" mentality and build esprit de corps.* Their views would have no statutory weight.
14. *Council's raft of policies and guidelines are in urgent need of rationalisation and review so as to ensure coherence, standardization and complementarity ...* to remove areas of conflict.
15. *I would like to see a number of important indicators that are unique for the city, that establish 'a sense of place'.* One dear to my heart is the concept of view; viewsheds, view corridors and view windows. This is something which should be a unique marker for the City for all developments. Another is heritage. Each development could also be required to address Heritage in its application. Guidelines/ checklists would be needed ... is the development in a heritage precinct? Is the building older than 100 (arbitrary) years? Is the development within 500 metres of a heritage listed property? etc
  - a. "We value these concepts (View and heritage) and they will be assessed in all applications, low and high level".
  - b. This would be a unique point of difference for the City and a strong confirmation of Albany's 'sense of place' ...
  - c. They could be mandatory headings like Background etc requiring a response in all applications/ reports.

16. I am wary of the view implied and stated put by developers that developers/ planners have the best interests of the City/ community affected by the development in mind. They are beholden to their client and they will withhold information and take advantage of any oversight/ loophole/ perceived weakness they can find. They are not altruistic to the wider community by nature and it is frequently their behaviour which results in problems for the City's officers, not the behaviour of a Councillor who dares to ask ... 'why/ why not?' or an Officer who is resistant, 'unco-operative' and judgmental. *The developer/ planner does not have a mortgage on truth or wisdom.*
17. *I think I like the idea of a 'planner in residence'.* Like an 'artist in residence' or a 'musician in residence', the residence would allow an individual to contribute planning/ development experience/expertise to the City; the person could be active or retired, it could be a planner/ developer swap with another LGA, interstate intrastate or overseas. Possibly costly but could be money well spent ... imagine a planner from Canada or Ireland or Japan ... pick any country ... I have read good work from planners in Zambia on the internet ... etc spending 6-12 months working with the CoA sharing his/ her skills and experiences ... what wonderful potential for professional development and personal/ career development. Develop a package of opportunity, invite expressions of interest ... take a gamble ... trial it ... many professions do it ... Some work out some don't. But worth a try.

Warren Marshall  
36 Cliff Street  
ALBANY 6330.

Wednesday, June 10, 2009



'Draft' Position Paper

# **Review of Planning Processes**

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### **Attachments:**

Table A

Appendix A

Appendix B

Report Type A

Report Type B

Report Type C

Minutes – Development Industry Workshop

Minutes – Councillor Workshop



## **1.0 Introduction**

The aim of reviewing planning processes at the City of Albany is to create a planning framework within statutory requirements that achieves Council's requirements whilst providing added direction to the development industry on how Council will process and consider planning proposals.

Workshops were held with the development industry and Councillors on a range of issues including:

- Delegations;
- Site Inspections;
- Councillor involvement and awareness of proposals;
- Community Consultation;
- Minimum Application Standards;
- Preparation of Brochures and Development Guidance notes for the community and development industry;
- Level of information/structure of Council reports; and
- The Structure of Committee's.

A copy of the minutes from each workshop is attached to this paper.

## **2.0 Outcome of Workshops**

As a result of the workshops, the following issues were identified:

- Using development value (ie. \$1.5 million) as a delegation tool was not seen as desirable;
- Ensuring Councillors are more aware of applications on advertising, and have the opportunity to undertake pre-consultation site inspections on significant proposals;
- Defining processing practices and detailing minimum application standards was generally supported;
- The structure of the PESP Committee in dealing with strategic planning issues and policy development only should continue (and not opened up as a development approvals committee);
- Policy framework to be reviewed to reduce duplication, fill policy gaps and combine policies wherever possible;
- Review the report structure and the amount and type of information included in officer reports; and
- Preparing pamphlets and educational material to be delivered to residents as part of the advertising process to explain legislative processes and Council's role was generally supported.

## **3.0 Consideration and Review of Planning Proposals**

The proposed model has attempted to respond to the issues and suggestions that were made as part of the consultation process.

The proposal involves the grouping of each land use within one of three application levels ranging from Level 1 to 3; with Level 1 being minor applications (ie. R-Code assessments) up to Level 3, being complex applications (such as the Frenchman Bay Resort proposal). Table A (attached to the rear of this paper) delineates the advertising regime required, the referral agency/parties to be consulted, minimum application standards and processing times depending on the Level of Application involved.

In addition to this, a decision mechanism (which sets the delegation path) has been developed to detail the level of assessment / scrutiny each land use grouping should be subjected to (Refer Appendix A).

An overall decision making matrix for each land use has been developed (as per Appendix B) which on registration of the proposal will be used to ensure processes identified in Table A and Appendix A will be commenced.

An Application Flow Chart has been developed to show how an application will be assessed under the reviewed process.

#### **4.0 Guidance Notes / Brochures (Community)**

At both workshops the issue of community consultation and how to inform the community on planning proposals was raised as an important consideration. Staff propose to prepare brochures for the various planning processes (being planning scheme consents, structure plans and scheme amendments) with such brochures explaining the applicable legislation, the background to the process, Council's role and why feedback is being sought on the proposal. Such brochures would be referred out to the community where a Level 2 or 3 application is advertised.

#### **5.0 Guidance Notes (Development Industry)**

At both workshops it was considered beneficial if guidance notes on what is required from the development industry for various planning processes, such as scheme amendments/SAR's and structure plans be prepared. It was believed that detailing such requirements would ensure that Council received all the necessary information needed to make an informed decision and the industry would gain increased security in the level of information required and improved processing times.

#### **6.0 Report Templates (Council Reporting)**

A submission received from Harley Survey Group raised concerns that the reporting structure was becoming more confusing and illegible. The current report format was introduced in September 2008.

Staff have prepared 3 alternative report layouts for Councillors consideration (which are attached). Report Type A is used by the Shire of Kojonup (which is similar to the current City of Albany model) and introduces comment/discussion early within the report structure. Report Type B is used by the Shire of Busselton which uses limited sub-headings and introduces comment/discussion at the end of the report. Report Type C is thorough and is primarily based on the model used by the City of Joondalup containing many sub-headings.

Although the majority of local governments surveyed introduce discussion/comment before consideration of statutory, policy, strategic and financial implications, staff believe this concept does not succeed in building a 'story' that is simple to read and follow. Staff find that this concept leads to repetition as many of the statutory and strategic implications are addressed in the discussion section of the report directly above.

Staff prefer the Shire of Busselton model (Report Type B), however Councillors and the industry are encouraged to provide comments on the report type they favour. The inclusion of 'alternate options' as a heading could also be added.

**TABLE A – APPLICATION LEVEL AND REQUIREMENTS**

Level Application	Advertising (where required under Scheme)	Referral	Legislation	Detail Supplied	Processing Times
<b>1</b>	<ul style="list-style-type: none"> <li>• Sign on-site</li> <li>• Immediate Neighbours</li> <li>• Newspaper Advertising</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbours Only</li> </ul>	<ul style="list-style-type: none"> <li>• Single Policy Issue</li> </ul>	<ul style="list-style-type: none"> <li>• Plans</li> <li>• Justification Report</li> <li>• Neighbours Comments</li> </ul>	10 Working Days
<b>2</b>	<ul style="list-style-type: none"> <li>• Sign on-site</li> <li>• Newspaper advertising</li> <li>• Neighbourhood</li> <li>• Post Consultation Inspection</li> <li>• Pamphlet distributed</li> </ul>	<ul style="list-style-type: none"> <li>• Locality</li> <li>• Ward Councillors (copy plans)</li> <li>• Councillors Weekly Update</li> </ul>	<ul style="list-style-type: none"> <li>• Scheme Compliance</li> <li>• Council Policy Compliance</li> <li>• State Policy Compliance</li> </ul>	<ul style="list-style-type: none"> <li>• Plans</li> <li>• Justification Report</li> <li>• Images (elevations)</li> </ul>	30 Working Days
<b>3</b>	<ul style="list-style-type: none"> <li>• Consultation Pamphlet Distributed</li> <li>• Photomontage / or Image Provided</li> <li>• Letter to Locality</li> <li>• Pre-assessment Councillor Inspection</li> <li>• Post Advertising Community Inspection</li> <li>• Sign(s) on site</li> <li>• Newspaper Advertising</li> <li>• Press Release (for major projects)</li> <li>• Developer Contact No.</li> </ul>	<ul style="list-style-type: none"> <li>• Community All Councillors (copy plans)</li> <li>• Technical Input</li> <li>• Reports (independent) on Technical Information</li> <li>• Councillors to advise on issues requiring attention</li> </ul>	<ul style="list-style-type: none"> <li>• Scheme Compliance</li> <li>• City Policy Compliance</li> <li>• State Policies Considered</li> <li>• Procedural Fairness</li> <li>• Legal Capacity to Make Decisions Determined</li> <li>• State Agency Guidelines Identified</li> </ul>	<ul style="list-style-type: none"> <li>• Plans</li> <li>• Constraints Map</li> <li>• Agency Consultation</li> <li>• Sub-Consultants Reports</li> <li>• Images</li> <li>• Justification/Audit Against All Planning Instruments</li> <li>• Contact Details (Liaison Officer)</li> </ul>	90 Working Days

## **APPENDIX 'A' – DECISION MECHANISM**

### **(a) SIMPLE APPLICATION**

The application will be determined by an officer within the Development Services Team following receipt of comment from an adjoining landowner. Councillors will receive a weekly register of the applications determined.

### **(b) LARGER PROJECTS**

The application will be determined by either the Manager or Executive Director within the Development Services Team after landowners in the locality, plus the ward Councillors, have been consulted and the concerns raised have been “adequately addressed” \*.

### **(c) COMPLEX PROJECTS**

The application will be determined by Council after the community and all Councillors have been consulted, Councillors have had the opportunity to inspect the site and provided advice on areas of concern and the City has obtained an independent report on any technical information supplied by the applicant or his/her sub-consultants.

\* “Adequately addressed” requires:

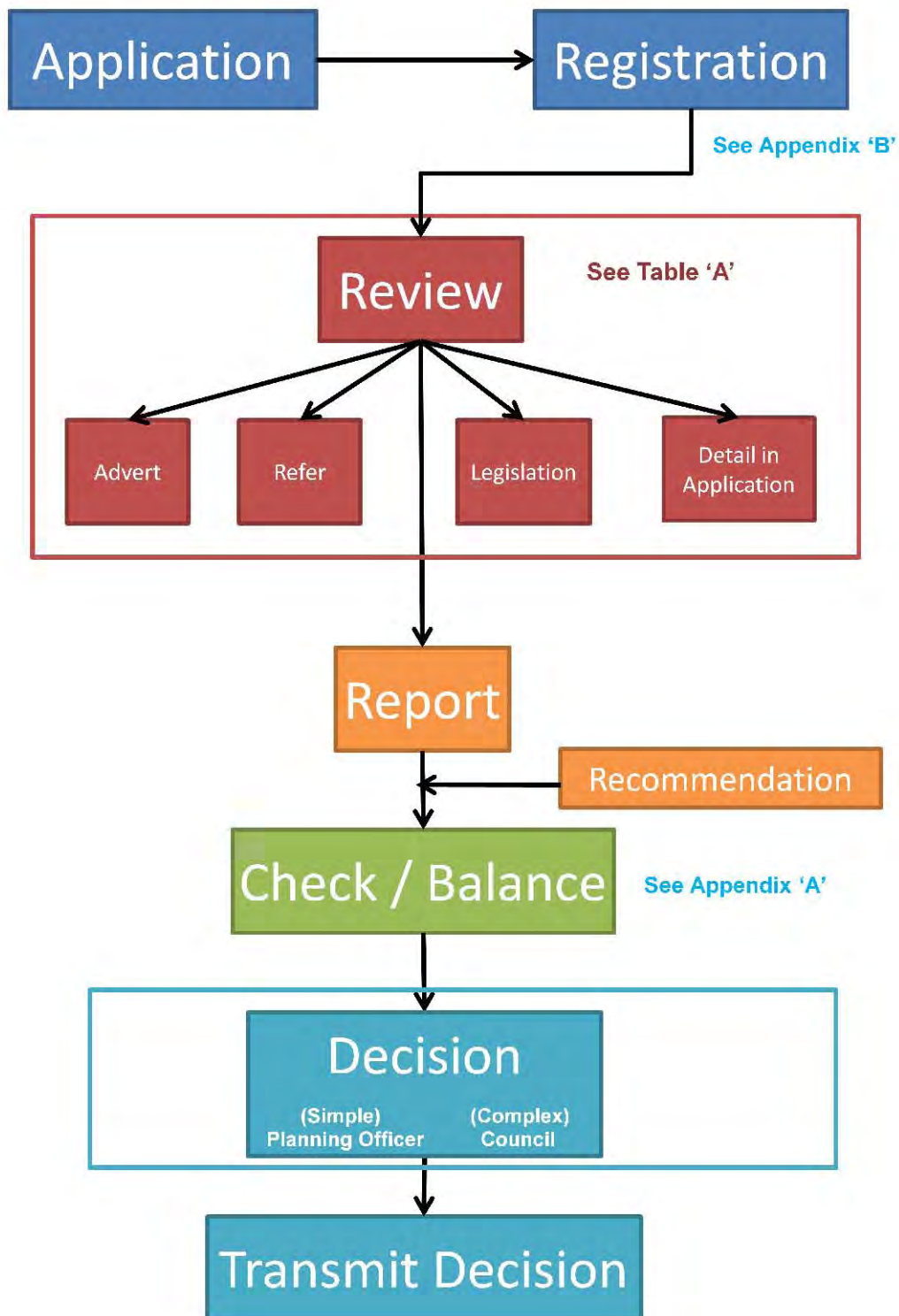
Where an application is advertised pursuant to the Town Planning Scheme and:-

- (a) No submissions were received or Councillor comment provided, the application is to be determined on its merits.
- (b) Submissions objecting to the proposal or Councillor comments were lodged, but with non-substantive arguments the proposal, then a planning officer shall liaise with the person(s) who lodged the submission prior to determining the application. The Executive Director Development Services shall determine if it warrants Council's consideration.
- (c) Submissions were lodged with substantive arguments against the proposal then the EDDS may refuse the application or refer the application to Council for determination.

## APPENDIX 'B' – DECISION MAKING MATRIX

Application Type	Req.	Mech.	Application Type	Req.	Mech.
<b>RESIDENTIAL</b>			Veterinary Clinic	1	B
Single House (R-Codes)	1	A	Veterinary Hospital	2	B
Home Occupation	1	A	Funeral Parlour	2	B
Relocated Dwelling	1	A	Public Utility	1	A
Family Day Care	1	A	Public Amusement	1	B
Institutional Home	1	B	Cemetery	3	C
Grouped Dwellings (<20 units)	1	A	Garden Centre	2	B
Grouped Dwellings (>20 units)	1	B			
Aged Persons Dwellings (<20 units)	1	A	<b>RURAL</b>		
Aged Persons Dwellings (>20 units)	1	B	Chalets	1	B
Multiple Dwellings (2 storeys)	1	A	Caravan Park	3	C
Multiple Dwellings (> 2 storeys)	2	B	Kennels (<10 kennels)	2	B
			Kennels (>10 kennels)	2	C
Home Business	2	B	Silviculture	1	A
Aged Persons Village	2	B	Stockyards	2	B
Residential Building (<10 rooms)	1	B	Horticulture	1	B
Residential Building (>10 rooms)	2	B			
Institutional Building (<10 rooms)	2	B	Winery	2	B
Institutional Building (>10 rooms)	3	B			
Nursing Home	2	B	Rural Industry	2	B
<b>COMMERCIAL / CULTURAL</b>			<b>INDUSTRIAL</b>		
Consulting Rooms	2	B	Fuel Depot	2	C
Bulky Goods Outlet	1	B	Light Industry	1	A
Cinema	2	B	General Industry	2	B
Fast Food Outlet	1	A	Noxious Industry	3	C
Holiday Accommodation (<20 units)	1	A	Service Industry	1	A
Holiday Accommodation (20 – 50 units)	2	B			
Holiday Accommodation (>50 units)	3	C			
Hotel	3	C	Extractive Industry (Hard Rock)	3	C
			Extractive Industry (Other)	2	B
Office (<300m <sup>2</sup> NLA)	1	B	Vehicle Repair Station	1	B
Office (>300m <sup>2</sup> NLA)	2	B			
Liquor Store	2	B	Junk Yard	2	C
Motel	3	C	Transport Depot	1	B
Night Club	3	C			
Restaurant	2	B	<b>STRUCTURE PLANS:</b>		
Service Station	2	B	Structure Plans (<100 lots)	2	C
			Structure Plans (>100 lots)	3	C
Shop (<300m <sup>2</sup> NLA)	1	B			
Shop (>300m <sup>2</sup> NLA)	2	B			
Tavern	3	C	<b>EXCEPTIONS:</b>		
Vehicle Sales/Hire	1	A	• Expansion or upgrading of existing land uses within confine of current lot (notwithstanding above requirement).	1	A
Education Establishment (<30 students)	1	B	• Where prescribed maximum number units/rooms/places application into alternate decision making category.	2	B
Education Establishment (>30 students)	2	C			
			• Use not Listed and declared as prohibited land use.	-	A
House of Worship (<30 seats)	2	B	• Use not Listed and declared discretionary land use.	2	B
House of Worship (>30 seats)	3	C			
Day Care Centre	2	B	• Applications that are inconsistent with Council Policy.	2	B
Private Recreation	2	B			
Club Premises	2	B			
Hospital (<18 beds)	2	B			
Hospital (>18 beds)	3	C			
Medical Clinic	2	B			
Museum	2	B			
Restricted Premises	3	C			

# APPLICATION FLOW CHART



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# GENERAL REPORT ITEMS

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**CITY OF ALBANY**

**REPORT**

To : His Worship the Mayor and Councillors  
From : Administration Officer - Building  
Subject : Building Activity – June 2009  
Date : 1 July 2009

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1. In June 2009 one hundred and three (103) building licences were issued for building activity worth \$10,334,283.00. This included two (2) 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 licences issued for June 2009, the twelfth month of activity in the City of Albany for the financial year 2008/2009.



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Kerry Fyffe  
Administration Officer – Building



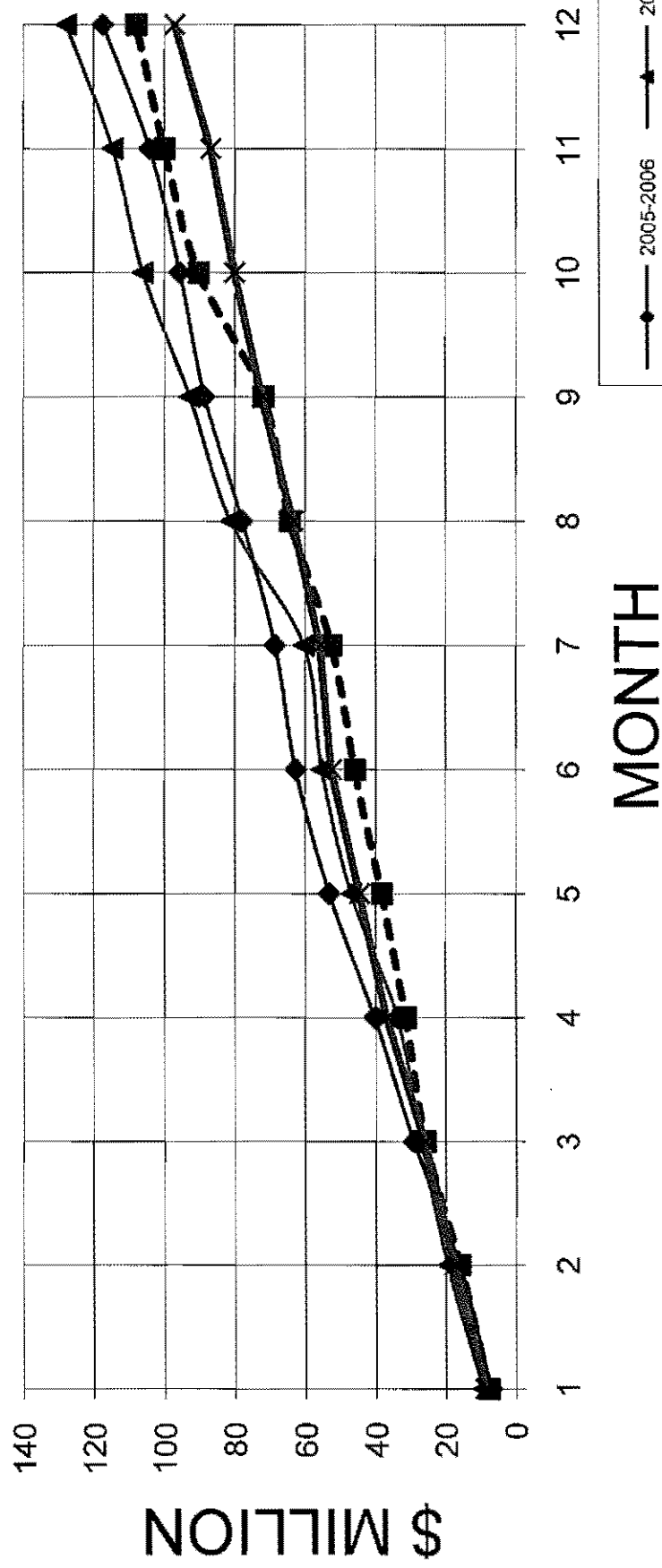
CITY OF ALBANY

BUILDING CONSTRUCTION STATISTICS FOR 2008-2009

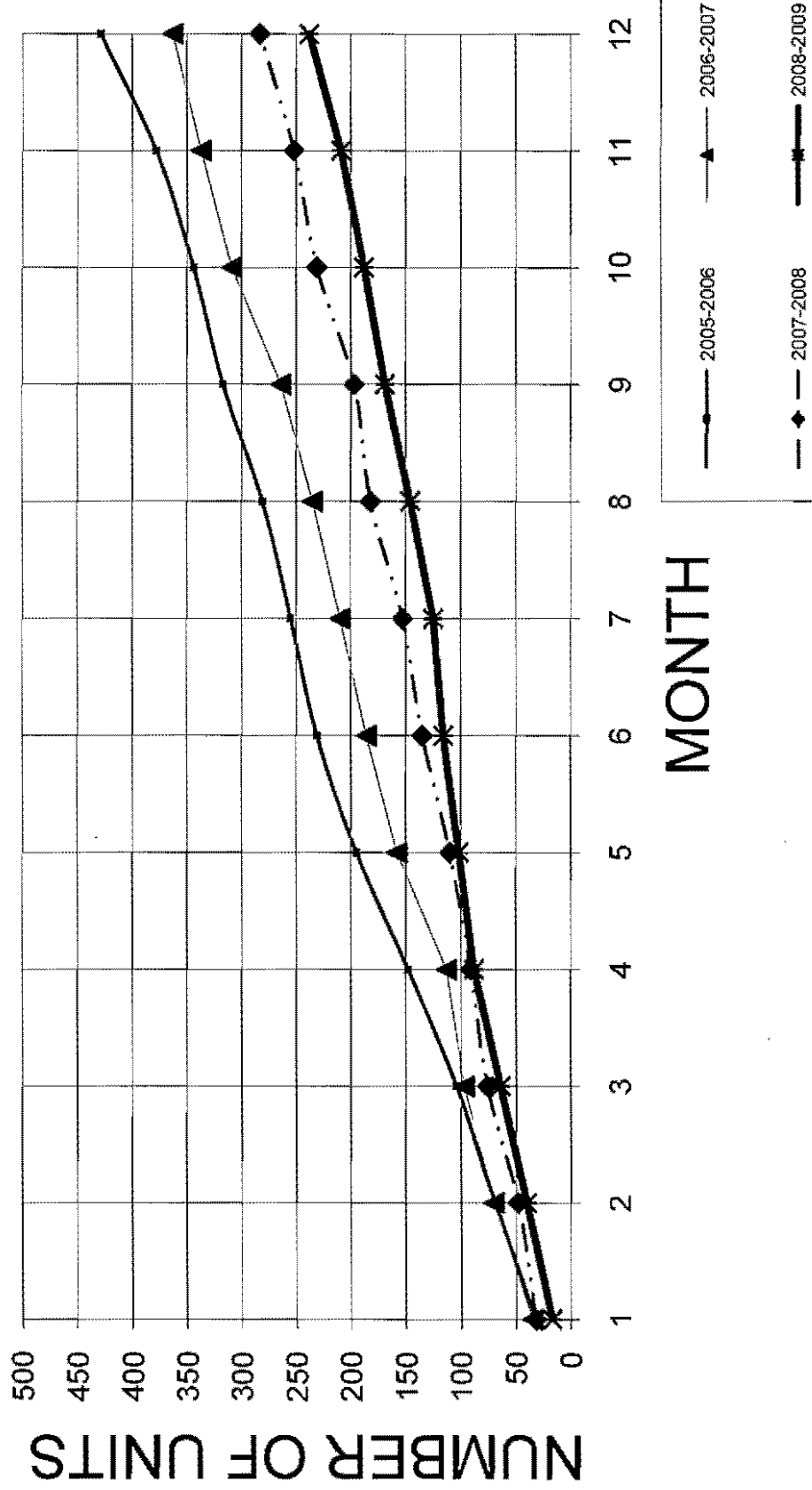
2008/2009	SINGLE DWELLING		GROUP DWELLING		DOMESTIC/ OUTBUILDINGS		ADDITIONS/ DWELLINGS		HOTEL/ MOTEL		NEW COMMERCIAL		ADDITIONS/ COMMERCIAL		OTHER		TOTAL \$ VALUE	
	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value	No	\$ Value		
JULY	14	3,754,653	3	741,775	17	14	199,139	28	643,957	0	0	2	2,450,000	1	200,000	7	900,133	8,889,657
AUGUST	18	6,219,416	5	829,556	23	15	202,083	30	1,114,679	0	0	1	113,025	1	7,000	12	274,989	8,760,748
SEPTEMBER	22	5,746,795	2	374,761	24	16	286,393	27	583,231	0	0	2	553,000	5	551,000	13	293,000	8,388,180
OCTOBER	18	4,370,773	6	1,130,954	24	11	160,761	24	479,552	0	0	0	0	6	4,566,686	10	110,991	10,819,717
NOVEMBER	14	4,150,453	0	0	14	20	394,682	39	2,534,451	0	0	4	377,000	5	164,000	6	34,500	7,655,086
DECEMBER 2009	13	5,447,687	1	357,000	14	14	207,929	33	944,047	0	0	1	324,786	8	608,934	8	60,000	7,950,383
JANUARY	5	947,178	4	881,244	9	5	109,252	20	845,911	0	0	2	138,000	2	142,000	8	233,200	3,296,785
FEBRUARY	18	4,278,430	3	654,237	21	18	424,207	24	445,059	0	0	2	317,875	7	789,592	17	736,217	7,645,617
MARCH	22	5,207,922	1	150,000	23	19	211,527	45	1,203,913	0	0	2	1,563,800	2	181,552	15	311,200	8,829,914
APRIL	17	4,161,302	2	819,006	19	11	122,460	33	1,104,608	0	0	2	692,256	2	720,000	6	123,000	7,742,632
MAY	20	3,782,912	1	190,000	21	27	537,665	38	1,181,635	0	0	2	195,000	8	543,948	13	367,550	6,798,710
JUNE	27	6,708,174	2	350,000	29	25	408,154	33	1,180,504	0	0	1	983,000	5	537,251	11	167,200	10,334,283
TOTALS TO DATE	208	54,775,695	30	6,478,533	238	195	3,264,252	374	12,261,547	0	0	21	7,707,742	52	9,011,963	126	3,611,980	97,111,712

# BUILDING ACTIVITY

\$M Value



# DWELLING UNITS



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

Applications determined for June 2009

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
290464	D & A HOLLAND	SRM NOMINEES PTY LTD	INTERNAL FITOUT TO CONSULTING ROOMS.	22-32	Location SL34 Lot 18	ALBANY HIGHWAY	ALBANY
290491	A A & J ANDERSON	A A & J ANDERSON	CHANGE OF CLASS. FROM 10A TO 1A	30A	Location ATL 334 Lot 402	FREDERICK STREET	ALBANY
290432	R & E SCHLAGER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	3 STOREY DWELL GARAGE & SWIM. POOL	34	Location 281 Lot 570	THE OUTLOOK	BAYONET HEAD
290498	PULS PATIOS	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	PATIO	116	Location 359 Lot 607	ELIZABETH STREET	BAYONET HEAD
290521	OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	PERGOLA	4	Location 3040 Lot 435	PAUL TERRY DRIVE	BAYONET HEAD
290547	R C W PRESTON	R C W PRESTON	PATIO	114	Location 359 Lot 506	ELIZABETH STREET	BAYONET HEAD
290548	WA COUNTRY BUILDERS PTY LTD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL GARAGE AND	10	Location 3040 Lot 474	BERLINER STREET	BAYONET HEAD
290557	JAXON PTY LTD	HOUSING AUTHORITY	ALFRESCO DWELL CARPORT &	36	Location 4790 Lot 619	WATERS ROAD	BAYONET HEAD
290558	JAXON PTY LTD	HOUSING AUTHORITY	ALFRESCO DWELL CARPORT &	39	Location 4790 Lot 627	WATERS ROAD	BAYONET HEAD
290559	JAXON PTY LTD	HOUSING AUTHORITY	ALFRESCO DWELL CARPORT &	4	Location 4790 Lot 637	HOUGHTON BOULEVARD	BAYONET HEAD
290560	JAXON PTY LTD	HOUSING AUTHORITY	ALFRESCO DWELL CARPORT &	7	Location 4790 Lot 673	MCCARDELL CRESCENT	BAYONET HEAD
290561	JAXON PTY LTD	HOUSING AUTHORITY	ALFRESCO DWELL CARPORT &	11	Location 4790 Lot 696	FLYNN WAY	BAYONET HEAD

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
290562	JAXON PTY LTD	HOUSING AUTHORITY	DWELL CARPORT & ALFRESCO PATIO	18	Location 4790 Lot 608	ELIZABETH STREET	BAYONET HEAD
290392	KOSTERS STEEL	D C TANGY		5	Location ASL 67	YOUNG STREET	CENTENNIAL PARK
290461	CONSTRUCTION PTY LTD ALBANY SIGNS	J PAGES HOLDINGS PTY LTD	SIGN - FASCIA HORIZONTAL X 2	16C	Location SL17 Lot 3	HERCULES CRESCENT	CENTENNIAL PARK
290482	OUTDOOR WORLD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	CARPORT FOR SITE 3S	40	Location ALB	WELLINGTON STREET	CENTENNIAL PARK
290501	OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	INTERNAL OFFICE	302-324	Location ASL	MIDDLETON ROAD	CENTENNIAL PARK
290542	KENT CORPORATION PTY LTD	THEIR REQUEST KNIGHTS PARKS AND PROPERTIES PTY LTD	PARK HOME FOR SITE 3S	40	65/66 Lot 90 Location ALB	WELLINGTON STREET	CENTENNIAL PARK
290412	CREATION HOMES	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	RET. WALL	33	Location 43 Lot 226	BORONIA AVENUE	COLLINGWOOD
290540	OUTDOOR WORLD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	SEMI-ENCLOSED PATIO	8	Location 43 Lot 104	MANILEY CRESCENT	HEIGHTS COLLINGWOOD
290506	TURPS STEEL FABRICATIONS	THEIR REQUEST S M POWELL & D S CUPPLES	SHED	303-305	Location SL3S4 Lot 3	EMU POINT DRIVE	HEIGHTS COLLINGWOOD PARK
290507	S M POWELL & D I CUPPLES	S M POWELL & D I CUPPLES	VERANDAH	303-305	Location SL3S4 Lot 3	EMU POINT DRIVE	COLLINGWOOD PARK
290301	LACHLAN CRAIGIE	ALBANY PLANTATION	PELLETT PLANT NO. 2		Location 5779 Lot 94	DOWN ROAD	DROME
290417	CHESTERS	EXPORT COMPANY PTY LTD CITY OF ALBANY	CAMPERS KITCHEN SHED	41-51	Location RES	MERMAID AVENUE	EMU POINT
290494	CONSTRUCTIONS KOSTERS STEEL	T A VAN NIEUWERK & S A	PATIO	221	22698 AT995 Location	SOUTH COAST HIGHWAY	GLEDHOW
	CONSTRUCTION PTY LTD	LAWRENCE			GLEDHOW Lot 16		

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
290529	OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	PATIO	74	Location	FREDERICK STREET	GLEDHOW
290481	CHESTERS	ITC TIMBERLANDS LIMITED	SHED		Location 5844	MILLBROOK ROAD	GREEN VALLEY
281000	MARTIN	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL ADDITIONS	334	Location 497 Lot	NANARUP ROAD	KALGAN
290493	SHUTTLEWORTH KOSTERS STEEL	J I & D C MEERES	SHED	Lot 206	Location 767 Lot	HENTY ROAD	KALGAN
290527	CONSTRUCTION PTY LTD THOMAS ASHLEY BAILEY	T A BAILEY	DWELL ALTERATIONS-NEW ENSUITE	204	Location 767 Lot	GULL ROCK ROAD	KALGAN
290563	CHESTERS	M J J R MAASSEN & G	FARM SHED	3	Location 5192 Lot	CARONIA ROAD	KALGAN
290510	CONSTRUCTIONS TURPS STEEL	BYDEVAATE ALBANY INDUSTRIAL	SHED	2	Location 3464	CHESTER PASS ROAD	KING RIVER
290344	FABRICATIONS GREG LEEDER BUILDING SERVICES	SERVICES PTY LTD B A WOLFE	DWELL GARAGE & ALFRESCO	8	Location 52 Lot 17	MAITLAND AVENUE	LITTLE GROVE
290445	KOSTERS STEEL	M P & R B FISHER	CARPOT & PATIO	10	Location 236 Lot	DRUMMOND STREET	LOCKYER
290499	CONSTRUCTION PTY LTD OUTDOOR WORLD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	PATIO	442	Location 228 Lot	CLIFTON STREET	LOCKYER
290509	TURPS STEEL	S N HENLEY	SHED & CARPORT	7	Location 228 Lot	CLIFTON STREET	LOCKYER
290511	FABRICATIONS KOSTERS STEEL	S M & B J GRANT	SHED	360	Location 228 Lot	CLIFTON STREET	LOCKYER
290459	CONSTRUCTION PTY LTD CHESTERS	A D ETRIDGE	GARAGE	23	Location 6277	LESCHENAULT STREET	LOCKYER
290466	CONSTRUCTIONS MR & MRS HIAM	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL GARAGE & ALFRESCO	37	Location 28 Lot	KULA ROAD	LOWER KING
				20	Location 1077 Lot	MILNE CLOSE	LOWER KING
				98			

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
290480	D V & R M ROWE	D V & R M ROWE	UNAPPROVED RET. WALL	17	Location 520 Lot 189	RUTHERFORD STREET	LOWER KING
290525	KOSTERS STEEL	J L THIEL	SHED & LEAN-TO	Lot 54	Location 50	BUSHBY ROAD	LOWER KING
290534	CONSTRUCTION PTY LTD R & E SCHLAGER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL GARAGE CARPORT	Lot 33	Location 50	BUSHBY ROAD	LOWER KING
290569	OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	WORKSHOP & RET. WALL SHED	25	Location 50	BUSHBY ROAD	LOWER KING
290538	R & E SCHLAGER	THEIR REQUEST OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	GARAGE	322	Location 3730 Lot 103	TENNESSEE RD SOUTH	LOWLANDS
290302	RYDE BUILDING	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL CARPORT & RET.	New lot	Location 2174 Lot 500	ROOME ROAD	MCKAIL
290310	COMPANY PTY LTD WA COUNTRY BUILDERS	THEIR REQUEST OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	WALL DWELL CARPORT AND	352   352 New lot	Location 2174 Lot	ROOME ROAD	MCKAIL
290457	PTY LTD SCOTT PARK HOMES PTY LTD	ADDRESS NOT SHOWN AT THEIR REQUEST A TAMAS	ALFRESCO DWELL	356   356 16	Location 381 Lot 676	O'KEEFE PARADE	MCKAIL
290469	J & TW DEKKER PTY LTD	T & R BRICKLAYING (WA)	DWELL GARAGE &	60	Location 399 Lot	CLYDESDALE ROAD	MCKAIL
290483	SCOTT PARK HOMES GREAT SOUTHERN PTY LTD	PTY LTD OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	ALFRESCO DWELL GARAGE &	605 15	Location 492 Lot	AURORA RISE	MCKAIL
290500	OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	ALFRESCO SHED & PATIO	186 15	Location 381 Lot 677	MCGONNELL ROAD	MCKAIL
290503	MD PHILIP	ADDRESS NOT SHOWN AT THEIR REQUEST L R & S M KOWALSKI	SHED	63	Location 492 Lot 193	SCORPIO DRIVE	MCKAIL

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
290504	MD PHILIP	P & J S KEEN	SHED	56	Location 399 Lot	CLYDESDALE ROAD	MCKAIL
290513	TIMOTHY BRATBY	T & H J BRATBY	DWELL GARAGE PATIO & VERANDAH	113	Location 492 Lot	LANCASTER ROAD	MCKAIL
290514	OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	SHED	10	Location 399 Lot	CORDILLERA STREET	MCKAIL
290523	SCOTT PARK HOMES PTY LTD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL GARAGE & ALFRESCO	19	Location 492 Lot	CENTAURUS TERRACE	MCKAIL
290565	COLIN BRINHAM	E A PIETERSEN	RET. WALL	96	Location 399 Lot	GREGORY DRIVE	MCKAIL
290568	RYDE BUILDING	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL GARAGE AND	New Lot	Location 492 Lot	COMET CORNER	MCKAIL
290577	SCOTT PARK HOMES PTY LTD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL AND GARAGE	328	9008	MILKY WAY	MCKAIL
290286	COBY LANE	B J COUGHLAN & S A FULLER	GARAGE & WORKSHOP	796	Location 4661 Lot	HAZZARD ROAD	MILLBROOK
290037	RJ TWEDDLE	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	ROOF COVER FOR LOADING BAY	6-12	Location 379 Lot	ANTHONY ROAD	MILPARA
290280	J R & M M GREEUW	J R & M M GREEUW	SEMI ENCLOSE PATIO & PORCH EXTENSION	15	Location 240 Lot	BONDI STREET	MILPARA
290315	OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	CARPOT & PATIO to SITE	550	Location 418 Lot 4	ALBANY HIGHWAY	MILPARA
290346	WARREN BENNETT	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	ALTERATIONS & ADDITIONS	37	Location 368 Lot	ADELAIDE STREET	MILPARA
290537	HOMES PTY LTD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	GARAGE & SIGN X PYLON	200	Location 384 Lot	CHESTER PASS ROAD	MILPARA



Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
290532	JJ SPAANDERMAN	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	RET. WALL - UNAPPROVED	31-33	Location PL44 Lot 135	BEAUCHAMP STREET	MIRA MAR
290574	JEREMY HEARN	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	STRUCTURE PATIO	19	Location 45 Lot 56	STEWART STREET	MIRA MAR
290576	J E & V A TURNBULL	J E & V A TURNBULL	SHED	1	Location 45 Lot 3	MCLEOD STREET	MIRA MAR
290462	OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	RET. WALL	145	Location ASL 139	MIDDLETON ROAD	MT CLARENCE
290479	BRENDAN BYL FENCING	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	RET. WALL	7	Location SL 140	WOOLCOTT STREET	MT CLARENCE
290215	CONTRACTOR R NORDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	RET. WALL & CARPORT	65	Location ATL 93 Lot 3	FESTING STREET	MT MELVILLE
290275	MD PHILIP	C M & D KINSELLA	GARAGE	75-77	Location ATL 96 Lot 6	FESTING STREET	MT MELVILLE
290508	TURPS STEEL FABRICATIONS	L MEADS	PATIO	59	Location PL384 Lot 49	CHESTER PASS ROAD	ORANA
290535	PULS PATIOS	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	PATIO	5	Location PL222 Lot 135	ANDORRA ROAD	ORANA
290516	PLANTAGANET SHEDS & STEEL PTY LTD	D B & P M HOUDEN	SHED	1020	Location 6021	REDMOND-HAY RIVER ROAD	REDMOND
290517	PLANTAGANET SHEDS & STEEL PTY LTD	D B & P M HOUDEN	SHED	1020	Location 3393	REDMOND-HAY RIVER ROAD	REDMOND
290395	GERARD HUGHES	G S HUGHES	DWELL & GARAGE	Lot 82	Location 33 Lot 82	ROBERTS ROAD	ROBINSON
290409	R D & B TOWNSEND-CRISP	R D & B TOWNSEND-CRISP	CARPORT	5	Location 33 Lot 6	HARDING ROAD	ROBINSON
290420	TERRY BROOKS	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL ADDITION	184	Location 33 Lot 10	FRENCHMAN BAY ROAD	ROBINSON

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
290541	CYNTHIA KALMA	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	CARPOT	258	Location 33 Lot 11	FRENCHMAN BAY ROAD	ROBINSON
290580	METROOF ALBANY	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	SHED	180	Location 2480 Lot	PRINCESS AVENUE	ROBINSON
290546	S P & A M BENTLEY	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DETACHED GAMES ROOM	106	Location SL586	COLLINGWOOD ROAD	SEPPINGS
290304	GIBSON TOWNS	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	GROUPED DWELL X 2 AND	24	Location PL42 Lot	WANSBOROUGH STREET	SPENCER PARK
290360	OUTDOOR WORLD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	RET. WALLS	20	Location 42 Lot	CAMIM CRESCENT	SPENCER PARK
290391	RYDE BUILDING	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL GARAGE &	33A	Location PL42 Lot	HILLMAN STREET	SPENCER PARK
290505	COMPANY PTY LTD OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	ALFRESCO SHED	2 13A	Location PL42 Lot	TASSELL STREET	SPENCER PARK
290550	OUTDOOR WORLD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	PATIO	78	Location PL42 Lot	CAMPBELL ROAD	SPENCER PARK
290573	RICHARD PETERSON	R J & J M PETERSON	DWELL ADDITIONS	25	Location PL42 Lot	ANGOVE ROAD	SPENCER PARK
290581	OUTDOOR WORLD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	PATIO	42	Location PL42 Lot	HILLMAN STREET	SPENCER PARK
290398	JOYCE DE REUS	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL GARAGE &	111	Location 4419/418	DELOIRINE DRIVE	WARRENUP
290020	M. DELLI-BENEDETTI	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	VERANDAH RET. WALL	103	Location 42 Lot	ULSTER ROAD	YAKAMIA
290484	PETER WHYATT	T P WHITE	RET. WALL	4	Location 243 Lot	AGONIS GARDENS	YAKAMIA

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
290486	D & S L SIMPSON	D & S L SIMPSON	SHED	110	Location 243 Lot 699	HUDSON ROAD	YAKAMIA
290495	SCOTT PARK HOMES PTY LTD	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL & GARAGE	9	Location AT356	NOTLEY STREET	YAKAMIA
290512	KOSTERS STEEL	FREE REFORMED CHURCH	INTERNAL ALTERATIONS TO	9-15	Location 227 Lot	BEAUFORT ROAD	YAKAMIA
290528	PULS PATIOS	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	CARPORT	35	Location AT474	KAMPONG ROAD	YAKAMIA
290544	KOSTERS STEEL	FREE REFORMED CHURCH	COVERED AREA - SCHOOL	9-15	Location 227 Lot 65	BEAUFORT ROAD	YAKAMIA
290549	CONSTRUCTION PTY LTD OWNER BUILDER	OF ALBANY (INC) OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	FREE STANDING ARCH WALL	108	Location 243 Lot 74	HUDSON ROAD	YAKAMIA
290566	PG YOUNG HOMES PTY LTD	S F & T S PATERSON	CARPORT CONVERSION INTO GARAGE	21	Location 474 Lot 367	MARCONI ROAD	YAKAMIA
290582	OWNER BUILDER	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	WORKSHOP AND STORE ROOM	17	Location 243 Lot 738	GRANDIS WAY	YAKAMIA
290591	CREATION HOMES	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	RECONSTRUCT PORTION OF DWELL DESTROYED BY FIRE	20-22	Location 356 Lot 3	BUTTS ROAD	YAKAMIA
290593	JAB DEVINE	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	DWELL GARAGE ALFRESCO	15	Location 356 Lot 122	MEARS ROAD	YAKAMIA
290545	NICOLE W BAIL	OWNER'S NAME & ADDRESS NOT SHOWN AT THEIR REQUEST	2 STOREY DWELL AND VERANDAHS	408	Location 1982	EDEN ROAD	YOUNGS SIDING
290551	G J WALKER	G J WALKER	SHED	166	Location 2538	LAKE SAIDE NORTH ROAD	YOUNGS SIDING

**CITY OF ALBANY**

**REPORT**

To : His Worship the Mayor and Councillors  
From : Administration Officer - Planning  
Subject : Planning Scheme Consents – June 2009  
Date : 01 July 2009

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1. The attached report shows Planning Scheme Consents issued under delegation by a planning officer for the month of June 2009.
2. Within the period there was a total of twenty seven (27) decisions made on active Planning Scheme Consents ;
  - Nineteen (19) Planning Scheme Consents approved under delegated authority;
  - Four (4) Planning Scheme Consents were approved;
  - One (1) Planning Scheme Consent was refused.
  - Three (3) Planning Scheme Consents were cancelled.



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**Gayle Sargeant**  
**Administration Officer (Planning)**

## PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY

Applications determined for June 2009

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
295086	31/03/2009	Graham Peedle	Bayonet Head Rd	Bayonet Head	Change of Use (Garden Centre)	Conditionally Approved	19/06/2009	Taylor Gunn
295111	29/04/2009	K Wallis	Prior St	Centennial Park	Light Industry - Shed Extension	Conditionally Approved	23/06/2009	Taylor Gunn
295139	27/05/2009	R Charles	Boronia Ave	Collingwood Heights	Development - Earthworks in excess of 600mm (retaining wall)	Conditionally Approved	3/06/2009	Taylor Gunn
295131	20/05/2009	Emily Elsasser	Emu Point Dr	Collingwood Park	Tourist Accommodation	Conditionally Approved	25/06/2009	Jessica Anderson
295159	15/06/2009	Turps Steel Fabrications	Emu Point Dr	Collingwood Park	Single House - Outbuilding (Garage) side setback relaxation	Conditionally Approved	19/06/2009	Jessica Anderson
295146	8/06/2009	Mt Romance Australia	Down Rd	Drome	Light Industry (Water Storage Tank)	Conditionally Approved	19/06/2009	Jessica Anderson
295151	12/06/2009	Forest Products Commission	Kuch Rd	Gnowellen	Silviculture	Conditionally Approved	18/06/2009	Jessica Anderson
295124	13/05/2009	K Rost	Two Peoples Bay Rd	Kalgan	Private Recreation	Conditionally Approved	9/06/2009	Jessica Anderson
285105	29/04/2008	C Sanderson	Nanarup Rd	Kalgan	Grouped Dwelling on Rural Land	Conditionally Approved	17/06/2009	Taylor Gunn
295130	19/05/2009	J Turner	Shell Bay Rd	Lower King	Ancillary Accommodation	Conditionally Approved	25/06/2009	Jessica Anderson
295132	20/05/2009	E Crossman	McGonnell Rd	Mckail		Cancelled	11/06/2009	
295153	12/06/2009	Scott Park Homes	Aurora Rise	Mckail	Single House - design codes relaxation - side setback -	Conditionally Approved	19/06/2009	Taylor Gunn
295093	14/04/2009	Concept Building	Flinders Pde	Middleton Beach	Single House - design code relaxation - front setback relaxation overlooking	Conditionally Approved	16/06/2009	Tom Wenbourne
295100	17/04/2009	Howard & Heaver	Garden St	Middleton Beach	2 x Grouped Dwellings	Approved	23/06/2009	Tom Wenbourne

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
295113	1/05/2009	A Noble	Morley Pl	Middleton Beach	Home Occupation (Kitchen/Catering)	Conditionally Approved	30/06/2009	Tom Wenbourne
295125	14/05/2009	Hobbs Smith & Holmes	Wylie Cres	Middleton Beach	Single House - Design Codes Relaxation - Side Setback Relaxation for Overlooking	Conditionally Approved	15/06/2009	Taylor Gunn
285305	7/10/2008	J Artis	Flinders Pde	Middleton Beach	Bar) and Relaxation of Scheme Provisions (Car Parking)	Approved	3/06/2009	Craig McMurtrie
295116	6/05/2009	MCB Construction	Charles St	Milpara	Light Industry - Shed Extension	Conditionally Approved	19/06/2009	Taylor Gunn
295133	20/05/2009	K Wallis	Christine St	Milpara	Warehouse (extensions)	Conditionally Approved	3/06/2009	Taylor Gunn
295147	8/06/2009	Concept Building Design	Anson Rd	Milpara	Warehouse	Conditionally Approved	19/06/2009	Jessica Anderson
295126	15/05/2009	K Norder	Festing St	Mt Melville	Single House - Additions (Carport)	Approved	5/06/2009	Tom Wenbourne
295106	22/04/2009	City of Albany	Hunwick Rd	Redmond West	Industry - Extraction (Gravel)	Conditionally Approved	11/06/2009	Taylor Gunn
285094	15/04/2008	A Schlager & H Quinn	Ulster Rd	Spencer Park	Grouped Dwelling (x2)	Refused	11/06/2009	Ian Humphrey
295123	12/05/2009	Kosters Steel	Warrenup	Warrenup	Single House (Additions) Outbuilding (side setback relaxations)	Cancelled	11/06/2009	Taylor Gunn
295033	18/02/2009	MJ Delli-Benedetti	Ulster Rd	Yakamia	Development - Earthworks in excess of 600mm (retaining wall on side boundary)	Approved	2/06/2009	Tom Wenbourne
295164	17/06/2009	Concept Building Design	Sydney St	Yakamia	Single House (Additions) design code relaxations side setback relaxation overlooking	Conditionally Approved	25/06/2009	Jessica Anderson
285168	19/06/2008	Southern City Building	Stirling St			Cancelled	18/06/2009	

**CITY OF ALBANY**

**REPORT**

To : His Worship the Mayor and Councillors  
From : Administration Officer – Ranger  
Subject : Ranger Activity – July 2008 to December 2008 plus 2009 to date  
Date : 3<sup>rd</sup> July 2009

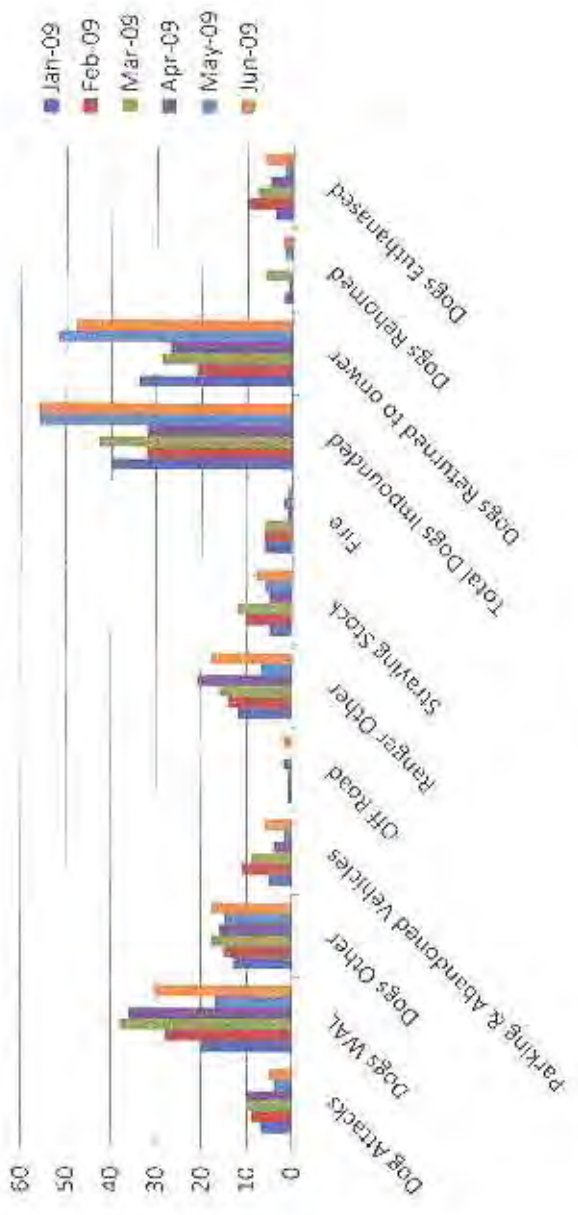
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1. The attached graphs shows the Customer Service Requests and Infringements issued during the months of July 2008 to December 2008. A separate graph shows Customer Service Requests and Infringements issued to date for 2009
2. Within the month of June 2009 a total of 88 jobs were attended to and a total of 56 dogs impounded, with 48 of them returned to their owners.
3. Also within the month of June there were a total of 37 infringements issued.

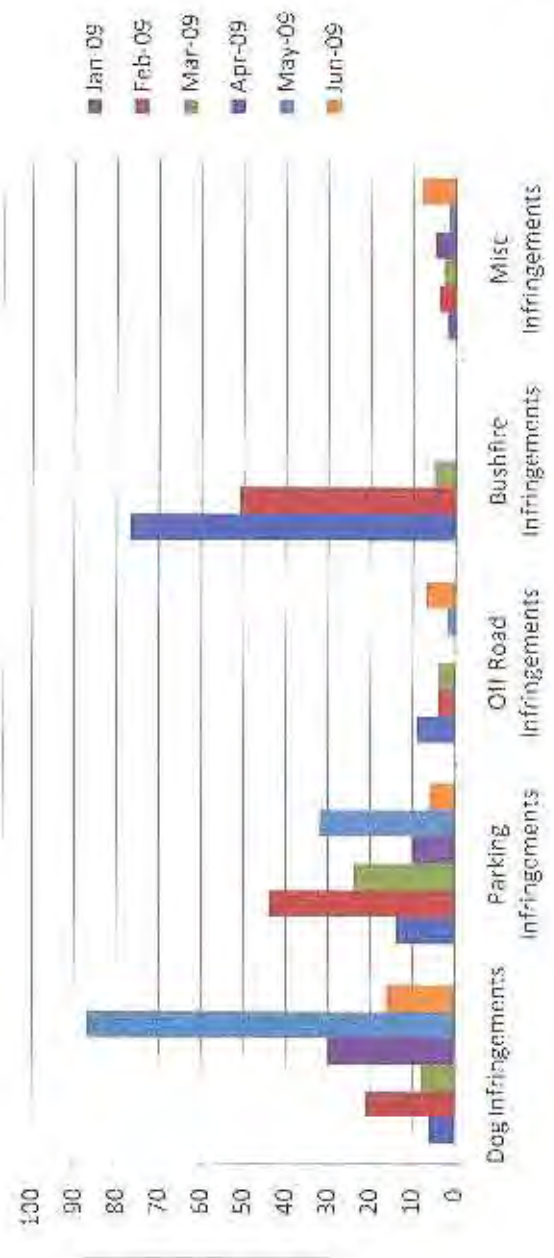


Deborah Walker  
**Administration Officer - Rangers**

### Customer Service Requests 2009

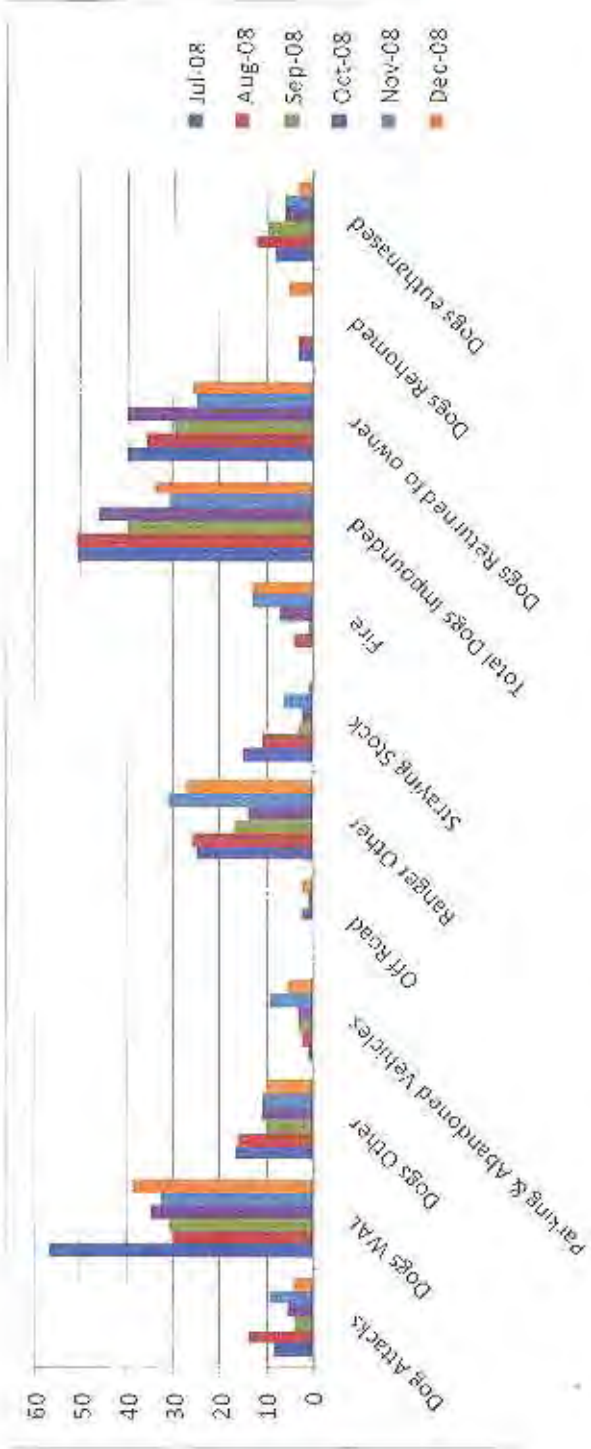


### Enforcements 2009

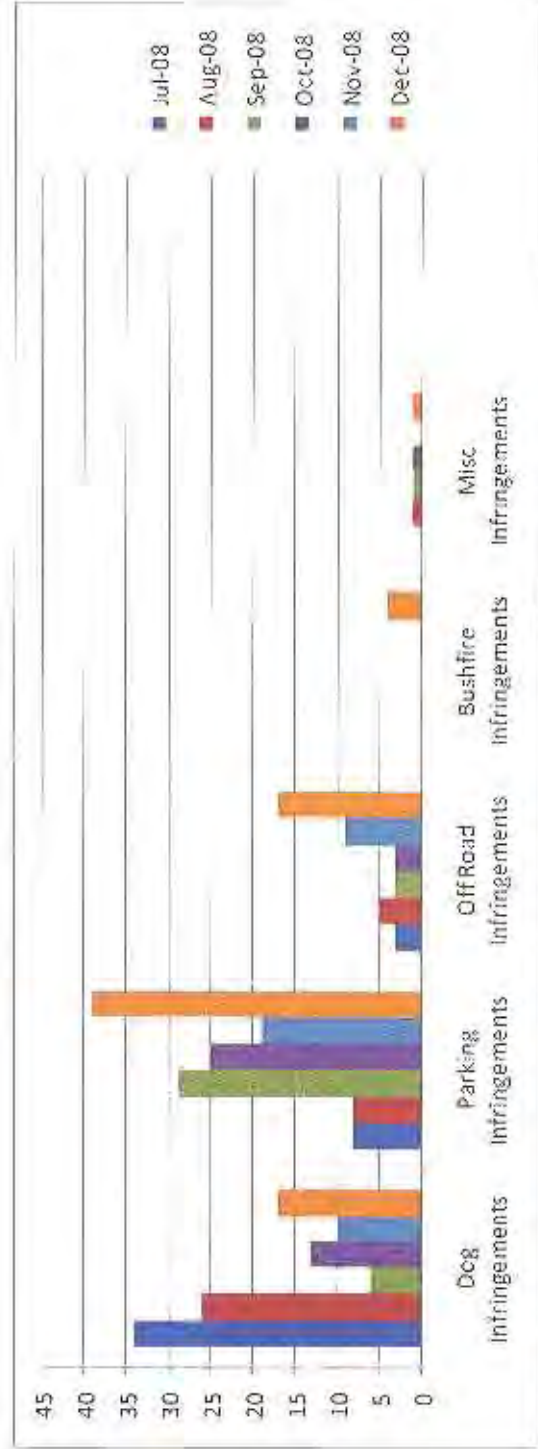




### Customer Service Requests 2008



### Enforcements 2008



FILE: FIN029



## DELEGATED AUTHORITY

### Write-Offs

In accordance with the provisions of section 5.42 of the Local Government Act, the Chief Executive Officer sub-delegates to Stan Goodman the power to exercise the following powers or duties:-

- (a) **To approve the writing off of penalty interest relating to rates payments to the value of \$264.48**

**Delegation Adopted: OCM 18.04.06 Item 12.2.3**

#### **Local Government Act, Section 3.58**

*Report Requirement: to Elected Members Report/Information Bulletin*

In accordance with the above delegation I now wish to exercise this right by writing off the following small balances:

Assess	Property Address	Amount
A100024	19 BOHEMIA ROAD YAKAMIA WA 6330	1.00
A100092	25-29 VANCOUVER STREET ALBANY WA 6330	0.33
A100272	42 DAVID STREET SPENCER PARK WA 6330	0.44
A101008	15 HILLMAN STREET SPENCER PARK WA 6330	0.53
A101648	UNIT 23 46-48 VANCOUVER STREET ALBANY WA 6330	0.67
A101733	2 ANUAKA ROAD YAKAMIA WA 6330	0.18
A102064	139-141 GREY STREET ALBANY WA 6330	1.45
A102721	7 ANUAKA ROAD YAKAMIA WA 6330	1.45
A10322	1270 LOWER DENMARK ROAD ELLEKER WA 6330	0.28
A103395	10 ERINDALE COURT YAKAMIA WA 6330	0.43
A104216	62 ERINDALE COURT YAKAMIA WA 6330	1.08
A105335	127 ANGOVE ROAD SPENCER PARK WA 6330	0.42
A105727	132 SOUTH COAST HIGHWAY ORANA WA 6330	0.80
A107028	41-47 COLLIE STREET ALBANY WA 6330	0.53
A107438	10 PARADE STREET ALBANY WA 6330	1.50
A108331	51 MCKAIL STREET ORANA WA 6330	0.27
A108476	53 HARDIE ROAD SPENCER PARK WA 6330	1.60
A108692	72-74 MCKAIL STREET ORANA WA 6330	0.54
A109414	44 MELVILLE STREET ALBANY WA 6330	0.26
A109446	46 MELVILLE STREET ALBANY WA 6330	0.50
A109464	1 LENNARD STREET ORANA WA 6330	0.15
A109838	11 MINOR ROAD ORANA WA 6330	0.54
A109969	11 MELVILLE STREET ALBANY WA 6330	0.34
A111807	11 KATOOMBA STREET ORANA WA 6330	1.51

A112043	15 REIDY DRIVE SPENCER PARK WA 6330	0.71
A112219	70 KATOOMBA STREET ORANA WA 6330	1.15
A112548	72 CAMPBELL ROAD SPENCER PARK WA 6330	0.60
A113621	37 CARBINE STREET ORANA WA 6330	0.44
A114556	14 CARBINE STREET ORANA WA 6330	0.28
A115364	102 COLLINGWOOD ROAD SEPPINGS WA 6330	0.74
A116267	25 ABERCORN STREET ORANA WA 6330	1.65
A116708	26 ABERCORN STREET ORANA WA 6330	0.32
A116861	14 ABERCORN STREET ORANA WA 6330	0.37
A116924	10 ABERCORN STREET ORANA WA 6330	0.07
A117142	12 PREISS STREET LOCKYER WA 6330	0.49
A117336	25 LURLINE STREET ORANA WA 6330	1.14
A118045	12 SIMS STREET LOCKYER WA 6330	0.06
A118833	1 WALKER RISE SPENCER PARK WA 6330	0.53
A119461	9 ADMIRAL STREET LOCKYER WA 6330	0.25
A120294	42 TOWNSEND STREET LOCKYER WA 6330	0.49
A122153	34A GREENSHIELDS STREET MIRA MAR WA 6330	1.38
A122789	12 GAMBLE GREEN SPENCER PARK WA 6330	1.05
A123254	10 BANKS STREET LOCKYER WA 6330	1.57
A123272	8 TURNER STREET ORANA WA 6330	0.08
A124553	39 DISCOVERY DRIVE SPENCER PARK WA 6330	0.17
A124945	204-210 WRIGHT STREET COLLINGWOOD PARK WA 6330	0.28
A125181	21 SALVADO ROAD ORANA WA 6330	0.08
A125357	40 SIERRA CRESCENT ORANA WA 6330	1.57
A125488	40 GRANADA CRESCENT ORANA WA 6330	0.28
A125523	36-38 GRANADA CRESCENT ORANA WA 6330	1.15
A125870	43 GRANADA CRESCENT ORANA WA 6330	0.55
A126228	37 SIERRA CRESCENT ORANA WA 6330	0.05
A126935	3 ANDORRA ROAD ORANA WA 6330	0.54
A128010	23 LORENZO WAY ORANA WA 6330	1.45
A1296	712 DRAWBIN ROAD SOUTH STIRLING WA 6324	0.69
A129909	UNIT 2 262 ALBANY HIGHWAY CENTENNIAL PARK WA 6330	0.63
A130237	23-25 LOCKE STREET ORANA WA 6330	0.94
A131586	5 PIGOT PLACE SPENCER PARK WA 6330	0.54
A131734	16 WELLINGTON STREET MT MELVILLE WA 6330	0.32
A132489	113 MIDDLETON ROAD MIDDLETON BEACH WA 6330	0.14
A13265	46 KARRAKATTA ROAD GOODE BEACH WA 6330	0.39
A132772	93 MIDDLETON ROAD MIDDLETON BEACH WA 6330	1.61
A133251	48 RYCRAFT DRIVE SPENCER PARK WA 6330	0.26
A133625	26 ARDROSS CRESCENT COLLINGWOOD PARK WA 6330	1.52
A135502	116 MIDDLETON ROAD MIDDLETON BEACH WA 6330	1.67
A136306	154 MIDDLETON ROAD MIRA MAR WA 6330	0.72
A137231	16 FREDERICK STREET ALBANY WA 6330	0.56
A13788	9 CALEDONIA CRESCENT GOODE BEACH WA 6330	0.44
A138053	36 TARGET ROAD YAKAMIA WA 6330	0.85
A1381	701 SANDALWOOD ROAD WELLSTEAD WA 6328	0.51
A138215	52 TARGET ROAD YAKAMIA WA 6330	0.60
A139069	53 BURGOYNE ROAD PORT ALBANY WA 6330	0.62
A139483	3 KATOOMBA STREET ORANA WA 6330	1.01
A140739	67 EARL STREET ALBANY WA 6330	0.69
A143307	UNIT 2 28 KATOOMBA STREET ORANA WA 6330	0.31
A143686	59 SEYMOUR STREET MIRA MAR WA 6330	0.46
A144737	1 GREY STREET ALBANY WA 6330	0.11
A144840	4 GREY STREET ALBANY WA 6330	0.68

A146547	7 GRIFFITHS STREET COLLINGWOOD PARK WA 6330	1.41
A147620	64 DREW STREET SEPPINGS WA 6330	0.38
A148195	40-56 WRIGHT STREET SEPPINGS WA 6330	1.10
A148410	38 MCLEOD STREET MIRA MAR WA 6330	1.26
A148537	107-135 WRIGHT STREET COLLINGWOOD PARK WA 6330	0.30
A149458	3 ARDROSS CRESCENT COLLINGWOOD PARK WA 6330	0.56
A149539	39 SEYMOUR STREET MIRA MAR WA 6330	0.36
A152249	18 HUNTER STREET EMU POINT WA 6330	1.96
A152744	UNIT 1 134 BRUNSWICK ROAD ALBANY WA 6330	0.15
A152807	189 SERPENTINE ROAD MT MELVILLE WA 6330	0.18
A15318	41 BALSTON ROAD GLEDHOW WA 6330	1.16
A15390	32 GORDON STREET LITTLE GROVE WA 6330	1.37
A154324	65 HILL STREET ALBANY WA 6330	0.19
A154423	48 NELSON STREET MIRA MAR WA 6330	1.61
A155001	19 HILL STREET ALBANY WA 6330	0.09
A155740	4 BELLINGHAM STREET SPENCER PARK WA 6330	0.65
A156413	UNIT 3 7 FINLAY STREET ALBANY WA 6330	1.26
A156477	15 HANSON STREET MIRA MAR WA 6330	0.95
A156562	13 KEYSER ROAD SEPPINGS WA 6330	0.61
A156936	8 BRIDGES STREET ALBANY WA 6330	0.29
A15778	154 BAY VIEW DRIVE LITTLE GROVE WA 6330	0.86
A158291	20 STIRLING TERRACE ALBANY WA 6330	0.66
A158683	10 WARDEN AVENUE SPENCER PARK WA 6330	0.45
A159879	4 SIBBALD ROAD BAYONET HEAD WA 6330	0.40
A160161	20 NEWBEY STREET MILPARA WA 6330	0.73
A160468	LOT 7 ALBANY HIGHWAY WILLYUNG WA 6330	0.14
A160977	293 ALBANY HIGHWAY MT MELVILLE WA 6330	0.93
A16144	11 BUNDARA CLOSE LITTLE GROVE WA 6330	0.70
A16158	186 BAY VIEW DRIVE LITTLE GROVE WA 6330	0.44
A161591	187A GREY STREET ALBANY WA 6330	0.38
A161884	20 JEFFRIES STREET MT MELVILLE WA 6330	0.78
A162359	2 MEARS ROAD YAKAMIA WA 6330	0.68
A162395	4 BALTIC RIDGE YAKAMIA WA 6330	1.36
A163022	39 NAMBUCCA RISE LOWER KING WA 6330	0.89
A16324	12 SHEPHERD STREET LOWER KING WA 6330	1.28
A16338	50 RANGE COURT CRESCENT BAYONET HEAD WA 6330	0.44
A163608	35 REGENT STREET GLEDHOW WA 6330	0.49
A166343	114 CHAUNCY WAY SPENCER PARK WA 6330	0.71
A166375	129 CHAUNCY WAY SPENCER PARK WA 6330	1.01
A16671	32 LANCASTER ROAD MCKAIL WA 6330	0.38
A166983	115 BAY VIEW DRIVE LITTLE GROVE WA 6330	0.61
A167539	12/89 PROUDLOVE PARADE ALBANY WA 6330	0.83
A167543	13/89 PROUDLOVE PARADE ALBANY WA 6330	0.83
A167660	122 ELIZABETH STREET BAYONET HEAD WA 6330	1.02
A167692	255 LANCASTER ROAD MCKAIL WA 6330	1.95
A169452	23 INNES STREET ALBANY WA 6330	0.48
A170041	1 TODD ROAD MCKAIL WA 6330	1.15
A170122	17 TODD ROAD MCKAIL WA 6330	1.09
A170627	8 WREN WAY BAYONET HEAD WA 6330	0.10
A170974	7A DENMAN ROAD MT CLARENCE WA 6330	0.31
A171683	2 HOPE STREET COLLINGWOOD PARK WA 6330	0.95
A171962	18 VISCOUNT HEIGHTS LOWER KING WA 6330	1.22
A172568	16 MCWHAE DRIVE SPENCER PARK WA 6330	1.15
A172649	76 DROME ROAD MCKAIL WA 6330	1.62

A172815	11 O'KEEFE PARADE MCKAIL WA 6330	0.38
A173623	LOT 85 FEDERAL STREET MCKAIL WA 6330	1.00
A173718	15 WILLOW PLACE WILLYUNG WA 6330	0.28
A17489	134 FRENCHMAN BAY ROAD ROBINSON WA 6330	0.47
A175960	34A CLIFF STREET ALBANY WA 6330	1.07
A177009	8 ASHKEY BOULEVARD YAKAMIA WA 6330	1.07
A177130	UNIT 1 76 PROUDLOVE PARADE ALBANY WA 6330	0.66
A177243	UNIT 12 76 PROUDLOVE PARADE ALBANY WA 6330	0.96
A177257	UNIT 13 76 PROUDLOVE PARADE ALBANY WA 6330	0.53
A177617	29 RANDELL CRESCENT WARRENUP WA 6330	0.43
A177702	4 WANSBOROUGH STREET SPENCER PARK WA 6330	1.05
A178079	10 GERDES WAY MCKAIL WA 6330	1.30
A178754	3 COMPASS BOULEVARD BAYONET HEAD WA 6330	1.04
A179396	19 CONNELLY STREET LITTLE GROVE WA 6330	0.87
A179580	41 CHAUNCY WAY SPENCER PARK WA 6330	0.68
A180278	28 ROGERS ROAD SPENCER PARK WA 6330	1.07
A181220	122 BAYONET HEAD ROAD BAYONET HEAD WA 6330	0.86
A181397	16 ALFRED STREET MCKAIL WA 6330	0.93
A181757	16 CLEAVE CLOSE MCKAIL WA 6330	0.09
A181824	9 CRISPE WAY MCKAIL WA 6330	0.69
A182565	25 OYSTER HEIGHTS BAYONET HEAD WA 6330	0.77
A182795	25A BERESFORD STREET MIRA MAR WA 6330	1.08
A183391	319 MARBELUP NORTH ROAD MARBELUP WA 6330	0.18
A185133	19 LUNAR RISE MCKAIL WA 6330	0.76
A186199	6 PAUL TERRY DRIVE BAYONET HEAD WA 6330	1.47
A186509	53 GREENWOOD DRIVE WILLYUNG WA 6330	0.48
A187056	72 DELORAINE DRIVE WARRENUP WA 6330	0.12
A18724	3 YEW COURT MCKAIL WA 6330	0.95
A187335	83 GREGORY DRIVE MCKAIL WA 6330	0.53
A18788	16 EVANS ROAD BAYONET HEAD WA 6330	1.05
A18819	31 ECLIPSE DRIVE COLLINGWOOD HEIGHTS WA 6330	0.37
A18823	29 ECLIPSE DRIVE COLLINGWOOD HEIGHTS WA 6330	0.75
A18873	18 EVANS ROAD BAYONET HEAD WA 6330	1.46
A188913	7 ETHEREAL DRIVE MCKAIL WA 6330	0.68
A189686	2A WOODERSON VIEW SPENCER PARK WA 6330	1.46
A189834	55 WOOLLAHRA STREET MILPARA WA 6330	0.10
A190324	57 STEWART HOUSE HILL KRONKUP WA 6330	0.71
A191097	19 MADDISON WAY BAYONET HEAD WA 6330	0.80
A191227	5 HOGARTH ROAD MCKAIL WA 6330	1.15
A191277	96 GREGORY DRIVE MCKAIL WA 6330	0.48
A191308	105 GREGORY DRIVE MCKAIL WA 6330	1.25
A19136	38 LANCASTER ROAD MCKAIL WA 6330	0.44
A191560	15 ASHKEY BOULEVARD YAKAMIA WA 6330	0.44
A191772	18 GRANDIS WAY YAKAMIA WA 6330	1.38
A191952	31 SCORPIO DRIVE MCKAIL WA 6330	1.50
A192067	32 SCORPIO DRIVE MCKAIL WA 6330	1.88
A192198	15 ETHEREAL DRIVE MCKAIL WA 6330	0.92
A192233	23 ETHEREAL DRIVE MCKAIL WA 6330	0.28
A192247	25 ETHEREAL DRIVE MCKAIL WA 6330	1.86
A192413	54 WARRENUP PLACE WARRENUP WA 6330	0.21
A192481	12 MENEGOLA DRIVE WARRENUP WA 6330	1.63
A192495	50 WARRENUP PLACE WARRENUP WA 6330	0.42
A192724	98 RANDELL CRESCENT WARRENUP WA 6330	0.05
A192841	207 DELORAINE DRIVE WARRENUP WA 6330	0.95

A193582	27A NELSON STREET MIRA MAR WA 6330	0.14
A194223	5 MOON PARADE MCKAIL WA 6330	0.14
A194291	19 MOON PARADE MCKAIL WA 6330	0.59
A194598	14A ETHEREAL DRIVE MCKAIL WA 6330	0.27
A194796	10 RAE ROAD LOWER KING WA 6330	0.16
A194831	38 NEWBEY STREET MILPARA WA 6330	0.91
A195031	17 PAUL TERRY DRIVE BAYONET HEAD WA 6330	0.92
A195063	12 PRICE STREET BAYONET HEAD WA 6330	0.27
A195419	41A GEAKE STREET SPENCER PARK WA 6330	0.33
A195554	21 FESTING STREET ALBANY WA 6330	0.88
A196114	23 HENLEY GROVE MIRA MAR WA 6330	0.48
A196128	22 HENLEY GROVE MIRA MAR WA 6330	0.73
A19613	3 HELEN STREET GLEDHOW WA 6330	1.06
A196718	14 GREVILLEA WAY YAKAMIA WA 6330	0.46
A196786	3 NEMCIA CLOSE YAKAMIA WA 6330	1.15
A197071	66 GREGORY DRIVE MCKAIL WA 6330	0.28
A19730	62 ALISON PARADE BAYONET HEAD WA 6330	0.08
A197706	9 CLIFF STREET ALBANY WA 6330	0.99
A197823	51 ROWNEY ROAD ROBINSON WA 6330	0.57
A19811	30 ROCKY CROSSING ROAD WARRENUP WA 6330	0.08
A198118	37 CENTAURUS TERRACE MCKAIL WA 6330	0.52
A198708	98A GREGORY DRIVE MCKAIL WA 6330	0.93
A199269	2 JUNIPER COURT YAKAMIA WA 6330	1.22
A199390	19 HILLVIEW RISE LOWER KING WA 6330	1.81
A199732	11A MCGONNELL ROAD MCKAIL WA 6330	0.96
A200250	9 HUME CORNER YAKAMIA WA 6330	0.66
A200971	10 DORADO BEND MCKAIL WA 6330	0.08
A201135	49 ORION AVENUE MCKAIL WA 6330	1.31
A201202	60 PEGASUS BOULEVARD MCKAIL WA 6330	0.20
A201220	71 PEGASUS BOULEVARD MCKAIL WA 6330	0.74
A201270	63 PEGASUS BOULEVARD MCKAIL WA 6330	0.34
A201874	48 HAYWARD CREST YAKAMIA WA 6330	0.77
A202290	8 HALL RISE YAKAMIA WA 6330	0.85
A202939	8 ELIZABETH STREET BAYONET HEAD WA 6330	0.35
A203044	28 WATERS ROAD BAYONET HEAD WA 6330	0.18
A204177	Lot 159 WALFORD ROAD KALGAN WA 6330	0.22
A20428	32 SILVER STREET MCKAIL WA 6330	0.75
A205480	19 MANTON WAY WILLYUNG WA 6330	0.91
A20644	40 ALLWOOD PARADE BAYONET HEAD WA 6330	1.37
A206464	UNIT 1 69 STEAD ROAD CENTENNIAL PARK WA 6330	0.64
A206680	26 KATOOMBA STREET ORANA WA 6330	0.07
A20874	534 LOWER KING ROAD LOWER KING WA 6330	0.70
A209672	Lot 155 WALFORD ROAD KALGAN WA 6330	0.67
A209951	142 BENNETT ROAD NAPIER WA 6330	0.74
A210239	35615 ALBANY HIGHWAY DROME WA 6330	0.32
A210455	4 LITTLE HENRY STREET MCKAIL WA 6330	0.66
A210572	8A VERDI STREET MT MELVILLE WA 6330	0.01
A210716	40B ALFRED STREET MCKAIL WA 6330	0.02
A211673	UNIT 8 1-3 SEYMOUR STREET MIRA MAR WA 6330	0.05
A21470	38 RUFUS STREET MILPARA WA 6330	0.22
A22567	20 LITTLE OXFORD STREET GLEDHOW WA 6330	1.57
A24214	34 SHERWOOD DRIVE MCKAIL WA 6330	0.97
A24606	36 ALFRED STREET MCKAIL WA 6330	0.32
A24624	10 JUNCTION STREET MCKAIL WA 6330	0.33

A26498	24 GOSS STREET LITTLE GROVE WA 6330	0.42
A26911	34 STEPHEN STREET MILPARA WA 6330	1.48
A27238	1 BONDI STREET MILPARA WA 6330	1.79
A27521	47 ECLIPSE DRIVE COLLINGWOOD HEIGHTS WA 6330	1.74
A27599	52 BORONIA AVENUE COLLINGWOOD HEIGHTS WA 6330	0.18
A27751	45 BORONIA AVENUE COLLINGWOOD HEIGHTS WA 6330	1.74
A27882	61 THE ESPLANADE LOWER KING WA 6330	0.63
A29507	8 SLATER STREET LOWER KING WA 6330	0.78
A29890	141 THE ESPLANADE LOWER KING WA 6330	0.65
A30312	27 JOHN STREET MILPARA WA 6330	1.04
A30740	5 YOKANUP ROAD BAYONET HEAD WA 6330	1.02
A32528	176 SOUTH COAST HIGHWAY MCKAIL WA 6330	1.04
A33552	68 BORONIA AVENUE COLLINGWOOD HEIGHTS WA 6330	0.94
A33881	11 GREEN ISLAND CRESCENT BAYONET HEAD WA 6330	1.10
A34207	4 BANOOL CRESCENT BAYONET HEAD WA 6330	0.31
A34469	218 LOWER KING ROAD BAYONET HEAD WA 6330	1.17
A34752	21 LANCASTER ROAD MCKAIL WA 6330	1.38
A35245	54 GREEN ISLAND CRESCENT BAYONET HEAD WA 6330	1.10
A36198	12 BURVILL ROAD GLEDHOW WA 6330	0.58
A36265	48 BALSTON ROAD GLEDHOW WA 6330	1.55
A36314	363 LOWER DENMARK ROAD ROBINSON WA 6330	0.01
A36819	47 GREEN ISLAND CRESCENT BAYONET HEAD WA 6330	0.47
A37627	600 LOWER KING ROAD LOWER KING WA 6330	0.28
A37811	546 LOWER KING ROAD LOWER KING WA 6330	1.13
A38516	25 STEPHEN STREET MILPARA WA 6330	0.56
A38679	68 SAND PIT ROAD ROBINSON WA 6330	0.98
A38764	18 BORONIA AVENUE COLLINGWOOD HEIGHTS WA 6330	1.43
A39487	21 GROVE STREET WEST LITTLE GROVE WA 6330	0.28
A40800	70 GORDON STREET LITTLE GROVE 6330	0.44
A41028	70 BAYONET HEAD ROAD BAYONET HEAD WA 6330	0.25
A41145	101 RUFUS STREET MILPARA WA 6330	1.12
A41690	3 LANCASTER ROAD MCKAIL WA 6330	1.24
A41771	4 DEBORAH COURT COLLINGWOOD HEIGHTS WA 6330	1.52
A42412	19 RANGE COURT CRESCENT BAYONET HEAD WA 6330	1.22
A42444	667 FRENCHMAN BAY ROAD LITTLE GROVE WA 6330	0.40
A42511	14 ALBERT STREET LITTLE GROVE WA 6330	0.34
A44173	21 SALISBURY ROAD MCKAIL WA 6330	0.16
A44501	100 BAY VIEW DRIVE LITTLE GROVE WA 6330	0.52
A44565	75 BORONIA AVENUE COLLINGWOOD HEIGHTS WA 6330	1.11
A44876	121 SPRING STREET LITTLE GROVE WA 6330	1.28
A46258	147 COLLINGWOOD ROAD COLLINGWOOD HEIGHTS WA 6330	0.80
A46604	50 ALLWOOD PARADE BAYONET HEAD WA 6330	1.33
A48757	507 LOWER KING ROAD LOWER KING WA 6330	0.22
A50069	5 JASON ROAD BAYONET HEAD WA 6330	0.31
A50320	45554 SOUTH COAST HIGHWAY KALGAN WA 6330	0.07
A50744	41 OLD MILLBROOK ROAD MILLBROOK WA 6330	0.35
A51827	44 KEMPTON CLOSE MARBELUP WA 6330	0.47
A51831	38 KEMPTON CLOSE MARBELUP WA 6330	1.45
A51994	27 THE VINTAGE WAY MILLBROOK WA 6330	0.68
A53691	11 BONTORPE COURT MILLBROOK WA 6330	1.22
A53821	23 LAKE POWELL ROAD ELLEKER WA 6330	0.59
A54364	2372 LOWER DENMARK ROAD KRONKUP WA 6330	0.44
A54891	27 BONTORPE COURT MILLBROOK WA 6330	0.60
A6035	23 LANCE STREET MILPARA WA 6330	0.38

A6146	572 HUNTON ROAD KALGAN WA 6330	0.09
A6190	649 HAZZARD ROAD MILLBROOK WA 6330	0.13
A62961	470 ROBINSON ROAD ROBINSON WA 6330	1.59
A63323	61 GORDON STREET LITTLE GROVE WA 6330	0.60
A64096	38 WINDERMERE ROAD LOWER KING WA 6330	1.45
A6525	735 CHESTER PASS ROAD WILLYUNG WA 6330	0.86
A65444	4 MOIRS ROAD KALGAN WA 6330	0.66
A6593	193 WILLYUNG ROAD WILLYUNG WA 6330	0.09
A66711	7 LEISHMAN COURT BAYONET HEAD WA 6330	1.04
A67092	109 HARVEY ROAD WARRENUP WA 6330	1.02
A67402	45 OXFORD STREET GLEDHOW WA 6330	0.55
A68143	23 PRIDEAUX ROAD LOWER KING WA 6330	1.48
A6935	1252 LOWER DENMARK ROAD ELLEKER WA 6330	0.03
A69703	39 PULS ROAD TORBAY WA 6330	0.34
A70158	20 ANCHORAGE VISTA BAYONET HEAD WA 6330	0.50
A70289	49 VISCOUNT HEIGHTS LOWER KING WA 6330	1.48
A71394	97 SAND PIT ROAD ROBINSON WA 6330	0.69
A71835	29 KINGSWOOD ROAD KING RIVER WA 6330	0.33
A72378	1 WARRENUP PLACE WARRENUP WA 6330	0.54
A72788	445 BENNETT ROAD NAPIER WA 6330	0.14
A73299	42 WARLOCK ROAD BAYONET HEAD WA 6330	0.40
A73730	21 YATANA ROAD BAYONET HEAD WA 6330	1.30
A75257	21 GAIRDNER ROAD SPENCER PARK WA 6330	0.08
A7559	514 ELLEKER-GRASMERE ROAD ELLEKER WA 6330	0.68
A7630	46 FREEBOROUGH ROAD YOUNGS SIDING WA 6330	0.50
A77099	13 SUFFOLK STREET MT CLARENCE WA 6330	0.66
A77300	2 TRIMMER ROAD SPENCER PARK WA 6330	0.65
A77594	4 TUNNEY WAY SPENCER PARK WA 6330	0.51
A78037	74 LEONORA STREET YAKAMIA WA 6330	0.52
A78091	11-21 TUNNEY WAY SPENCER PARK WA 6330	0.12
A78217	13 BAUDIN PLACE SPENCER PARK WA 6330	0.48
A78285	4 BORONIA STREET MT CLARENCE WA 6330	0.58
A78528	28-30 KING STREET MT CLARENCE WA 6330	1.91
A78839	4 BUTTS ROAD YAKAMIA WA 6330	1.20
A79520	83 PREMIER CIRCLE SPENCER PARK WA 6330	0.79
A80826	181 HARE STREET MT CLARENCE WA 6330	1.76
A81355	33 WILLIAM STREET YAKAMIA WA 6330	1.95
A81995	8 WILLIAM STREET YAKAMIA WA 6330	0.45
A82406	21 LESLIE STREET YAKAMIA WA 6330	0.51
A82870	192 SERPENTINE ROAD MT MELVILLE WA 6330	0.01
A83183	22 MINERVA STREET YAKAMIA WA 6330	0.55
A83999	290-292 SERPENTINE ROAD MT MELVILLE WA 6330	1.18
A84298	19 KAMPONG ROAD YAKAMIA WA 6330	0.49
A84856	6 NARANG STREET YAKAMIA WA 6330	0.44
A8709	204 BORNHOLM SOUTH ROAD BORNHOLM WA 6330	0.12
A88921	58 STEAD ROAD CENTENNIAL PARK WA 6330	0.83
A89333	44 WYLIE CRESCENT MIDDLETON BEACH WA 6330	0.45
A89509	27 CROSSMAN STREET MT MELVILLE WA 6330	1.28
A90364	13-15 MINNA STREET CENTENNIAL PARK WA 6330	0.01
A91906	2 DURMAN PLACE MT MELVILLE WA 6330	0.28
A92502	9 VICTORIA STREET MT MELVILLE WA 6330	0.25
A92570	13 VICTORIA STREET MT MELVILLE WA 6330	1.24
A93897	12 STANLEY STREET MT MELVILLE WA 6330	0.50
A95215	7 TASMAN STREET CENTENNIAL PARK WA 6330	1.85



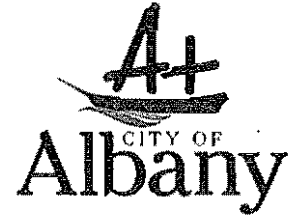
A95314	10 MELROSE STREET MT MELVILLE WA 6330	0.50
A96415	29 JOHN STREET MT CLARENCE WA 6330	0.29
A96451	30 GEAKE STREET SPENCER PARK WA 6330	0.32
A97110	20 GEAKE STREET SPENCER PARK WA 6330	1.02
A97863	45 FESTING STREET ALBANY WA 6330	0.07
A98059	UNIT 3 254 MIDDLETON ROAD MIRA MAR WA 6330	1.49
A98491	288 MIDDLETON ROAD CENTENNIAL PARK WA 6330	0.88
A98716	77 DAVID STREET SPENCER PARK WA 6330	0.49
A98798	83 DAVID STREET SPENCER PARK WA 6330	1.35
A98851	28 MARCONI ROAD YAKAMIA WA 6330	0.48
A99259	106 DAVID STREET SPENCER PARK WA 6330	0.72
A99281	41 MARCONI ROAD YAKAMIA WA 6330	1.99
A99588	90 DAVID STREET SPENCER PARK WA 6330	0.28
A99722	78 DAVID STREET SPENCER PARK WA 6330	0.81
	Total	264.48

Signed



**Stan Goodman**  
**Manager of Finance**

**2<sup>nd</sup> July 2009**



Our Ref: MAN006 / LT8026636  
Cross Ref: ICR8083232  
Your Ref:  
Enquiries: Peter Madigan

2 July 2009

Mr Dennis Wellington  
Leading Edge Hi-Fi Albany  
133 Lockyer Avenue  
ALBANY WA 6330

Dear Sir

I refer to your letter of 17 June 2009, and the questions raised in that correspondence in relation to the City's recent upgrade to provide a structured meeting environment.

As a third party, I have been requested to respond to these questions. These responses are provided against the backdrop that local and regional sound specialists had been engaged on an 'ad hoc' basis previously and had been unable to resolve the sound problems, and that the Council had directed to the CEO to remedy the problem, by the June 2009 Ordinary Council meeting and ensure the sound system within the Chamber:

- a) Facilitated elected member speeches from the standing and sitting positions; and
- b) Provided accessibility to the hearing impaired (through audio and visual aids).

The system which best suited our needs incorporated a Traffic Light Timer, Visual display system and infrared audio conferencing system and FTR digital recording system as a complete integrated system with access to ongoing customer support.

In response to your specific questions:

- The monitors were purchased through our IT supplier, who had been previously selected by public tender to be included on panel of suppliers.
- As no local firms had tendered to be included on the panel, no further investigations were undertaken.
- The induction loop had previously been installed, but was not functioning / connect.
- In respect of the audio digital recording system, our approach has been to select a firm which could provide an integrated solution and point of service, rather than a fragmented system.  
There are no local firms with this level of service expertise in the FTR digital recording system.

Evidence technology was engaged as the preferred supplier as they have a proven track record of fitting out structured meeting environments for:

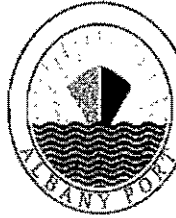
- The Courts and Government Legal Sectors.
- Government and Parliamentary sectors.
- Travel and accommodation formed part of the overall costing.
- Two firms were contracted to supply and install the equipment – one local, and one Perth based. A total of 4 employees were engaged in this process, three of whom are ratepayers of the City of Albany.
- A cost comparison of the proposed system was conducted with Blackbox Systems, and the cost of the components was deemed to be competitive, and accordingly a non-conforming quotation accepted.
- The CEO authorised the contract.
- The 'Buy Local' Policy relates to tenders, and is one component of the evaluation process. Service is a key component of any acquisition, and as indicated earlier, there are only three Customer Service Representatives for the FTR software in Western Australia, and Evidence Technology is one of those.

Should you have any further queries with regard to this matter, please do not hesitate to contact me on 9841 3912 or via email to [peterm@albany.wa.gov.au](mailto:peterm@albany.wa.gov.au)

Yours sincerely



Peter Madigan  
Executive Director  
Corporate & Community Services



Doc No: City of Albany Records  
ICR8083884  
File: MAN144

Date: 01 JUL 2009  
Officer: MAYOR1

Attach:

104/09 [CRM0012]

30 June 2009

*JON BULLETTIN*

His Worship the Mayor  
Mr Milton Evans JP  
City of Albany  
PO Box 484  
ALBANY WA 6331

Dear Milton

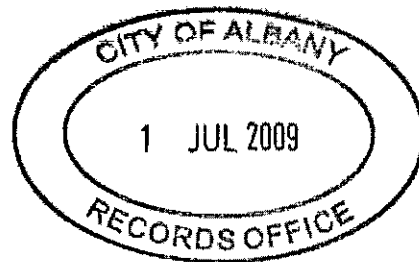
I am writing to thank you for agreeing to take part in an interview for the DVD which the Port recently produced for a presentation at the Western Australian Port Authorities' Association (WAPAA) conference.

The DVD was designed to give conference delegates an understanding of the unique issues which face the Albany port in terms of access, planning for future development and our interface with the community, as well as an introduction to Albany as the host of the next conference. The movie was really enjoyed by the delegates, and I am sure it will be a useful tool for attracting both delegates and sponsors to the Albany conference in 2011.

I hope you enjoyed the DVD and once again, thanks for your involvement in the project.

Yours sincerely

Brad Williamson  
Chief Executive Officer



**ALBANY PORT AUTHORITY**

85 Brunswick Road, ALBANY WA 6330. POSTAL ADDRESS: PO Box 176, Albany 6331, WESTERN AUSTRALIA.  
Tel: 08 9892 9000 Fax: 08 9841 7566 Email apa@albanyport.com.au Web: www.albanyport.com.au





# Safety in Schools Week

## June 8th to 12th 2009



His Worship Milton Evans, JP  
Mayor of Albany  
PO Box 484  
ALBANY WA 6332

Doc No: City of Albany Records  
ICR8083272  
File: REL122

Date: 19 JUN 2009  
Officer: MAYOR1

16 June 2009

Attach:

Dear His Worship the Mayor,

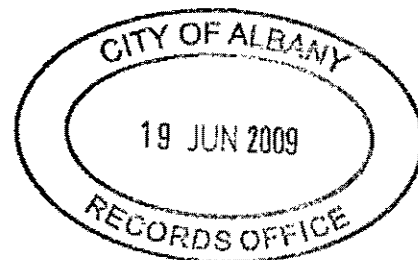
On behalf of Kidsafe WA and the Safety in Schools Week co-ordinating agencies; the Department of Commerce - WorkSafe Division, Department of Education and Training, the Catholic Education Office and the Princess Margaret Hospital Foundation, I thank you for officially launching Safety in Schools Week 2009.

Your participation in the launch of Safety in Schools Week was greatly appreciated and contributed to the overall success of Safety in Schools Week 2009. Child injury prevention is an important issue that requires a whole-community approach and support from leaders such as yourself.

Thank you again for your involvement in Safety in Schools Week 2009 and I look forward to potentially working with you again in future child safety projects.

Sincerely,

Rachel Everison  
Safety in Schools Week Coordinator  
Kidsafe WA



'Safety in Schools Week' is a joint initiative of:



Government of Western Australia  
Department of Commerce  
Department of Education and Training





## Premier of Western Australia



Your ref: MAN103/LT8025668  
Our ref: 200904005/LN

Doc No: City of Albany Records  
ICR8083183  
File: MAN103  
Date: 18 JUN 2009  
Officer: MAYOR, CURS, CEO, T.E.S.  
Attach

His Worship the Mayor  
Mr Milton Evans JP  
City of Albany  
PO Box 484  
ALBANY WA 6331

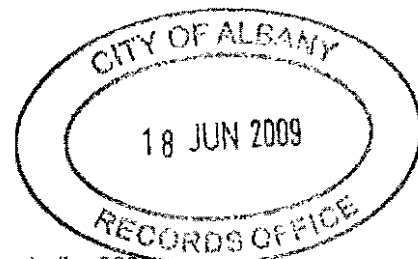
*Milton*  
Dear Mayor Evans,

Thank you for your letter dated 19 May 2009 regarding your Council's resolution of 21 April 2009 to request the State Government to declare that no Genetically Modified (GM) crops be grown within the City for the next five years.

As you would be aware, it is the Liberal National Government's policy to promote the continued sustainable development of the State – with the agricultural sector being an important part of our economic and land management capabilities. A competitive agricultural sector is also fundamental to Western Australian consumers having access to affordable, safe and locally produced foods - and we can only achieve these goals if our farmers have access to the very best technical and managerial tools available.

With this in mind, I fully support the initiative by the Minister for Agriculture and Food, Terry Redman, in facilitating a limited, commercial-scale trial of GM canola. While recognising that there is a wide range of opinions about GM crops across the State, I believe the risks of not evaluating such technologies outweigh those of moving cautiously forward – as is the case with this particular program.

I also support the Minister's statements and position in regard to accommodating the views of local government authorities. While this is ultimately a matter on which State, rather than local, governments must decide, the Minister did offer briefings on the program to all councils during the formative stage of its development; and did accommodate those that raised concerns at that time. However, once arrangements were in place with individual growers in early April, it was no longer possible to keep adjusting the program.



197 St Georges Terrace, Perth, Western Australia 6000  
Telephone: +61 8 9222 9888 Facsimile: +61 8 9322 1213 Email: WA-Government@dpc.wa.gov.au  
www.premier.wa.gov.au

In closing, I would like to ensure you are aware that the legislation limiting the cultivation of GM crops in Western Australia (*GM Crops Free Areas Act [2003]*) is due to be reviewed later this year. Your Council may wish to make representation to that review process.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Colin Barnett', with a long horizontal flourish extending to the right.

Colin Barnett MLA  
PREMIER

16 JUN 2009



**Minister for Local Government; Heritage;  
Citizenship and Multicultural Interests**



Our ref: 38-00479/01

His Worship the Mayor  
Mr M Evans  
City of Albany  
P O Box 484  
ALBANY DC 6331

City of Albany Records  
Doc No: ICR8069801  
File: REL035  
Date: 17 NOV 2008  
Officer: MAYOR1  
Attach:

Dear Mayor

**ESTABLISHMENT OF FRIENDSHIP AGREEMENT WITH CITY OF  
PERONNE, FRANCE**

Thank you for your letter dated 21 October 2008 advising of the development of a Friendship Agreement between the City of Albany and the City of Peronne, France.

I congratulate you on developing international networks and extend my best wishes for an enjoyable trip to France.

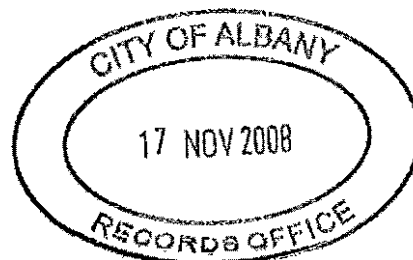
I would appreciate your assistance in keeping me informed of future initiatives and look forward to hearing about the outcomes in due course.

Yours sincerely

Hon G M (John) Castrilli MLA  
MINISTER FOR LOCAL GOVERNMENT; HERITAGE;  
CITIZENSHIP AND MULTICULTURAL INTERESTS

CC: MEED

12 NOV 2008





STADT ALTENA (WESTF.)  
DER BÜRGERMEISTER



RELO35

Mayor  
25.11.2008

Doc No: City of Albany Records  
ICR8071240  
File: RELO35

Date: 04 DEC 2008  
Officer: MAYOR1

City of Albany  
Mr. Milton Evans  
- Mayor -  
102 North Road, Yakamia  
Albany, WA 6331

Dear Mr. Mayor,

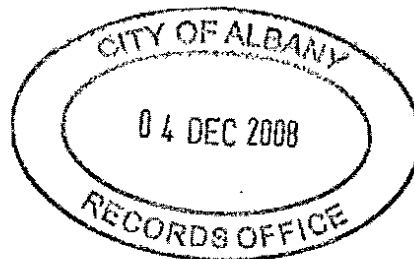
I was very pleased to meet you and your wife on the occasion of the commemorations of the armistice of the first world war in Péronne. The experience of friendship and harmony against the background of war and death was really moving and an important signal.

I do hope you enjoyed your stay in merry old Europe and had some relaxing holidays in Ireland and a good and safe trip back to Albany.

By now I wish you and your wife and the citizens of Albany a pleasant Christmas time!

All the best for you and kind regards from winterly Altena to the opposite side of the world!

Dr. Andreas Hollstein



Hausadresse:  
Rathaus  
Lüdenschelder Str. 22  
58762 Altena

Telefon:  
0 23 52 / 2 09-2 10  
Telefax:  
0 23 52 / 2 09-2 03

Internet:  
[www.altena.de](http://www.altena.de)  
E-Mail:  
[post@altena.de](mailto:post@altena.de)