



---

# ATTACHMENTS

---

Ordinary Meeting of Council

Tuesday 22 August 2023

ORDINARY COUNCIL MEETING  
ATTACHMENTS – 22/08/2023

TABLE OF CONTENTS

Report No.	Description	Page No.
	<b>Corporate and Community Services</b>	
CCS548	Financial Activity Statement-June 2023	1
CCS549	List of Accounts for Payment-July 2023	13
CCS550	Delegated Authority Reports	40
CCS551	Write-Off Rates Debt Report as at 30 June 2023	46
CCS554	Prospective Disposal of Land-47 & 49 Wellington Street, Centennial Park to Support Great Southern Youth Foyer Project	61
CCS555	Stidwell Bridle Trail Determination	63
CCS557	National Anzac Centre - Q4 2022-23 Report	68
CCS558	Community Sporting and Recreation Facilities Fund 2023 Small Grant Round Applications-This attachment is not available in hard copy	81
CCS559	Climate Change Action Declaration Review	234
	<b>Development and Infrastructure Services Committee</b>	
DIS360	Draft Local Planning Policy 1.10 Percent for Art	235
DIS361	Extension to 12-month Commercial Trial of Hireable Electric Scooters	249
DIS362	Planning and Building Reports July 2023	300



CITY OF ALBANY

MONTHLY FINANCIAL REPORT  
(Containing the Statement of Financial Activity)  
FOR THE PERIOD ENDED 30 JUNE 2023

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

TABLE OF CONTENTS

Compliance Report

Statement of Financial Activity by Nature or Type

Basis of Preparation

Note 1 Explanation of Material Variances

Note 2 Net Current Funding Position

Note 3 Cash Investments

Note 4 Receivables

Note 5 Capital Acquisitions

Interim Accounts. Pending Audit.

CITY OF ALBANY  
COMPILATION REPORT  
FOR THE PERIOD ENDED 30 JUNE 2023

**Report Purpose**

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

**Overview**

The financial information included within this report is preliminary, and has not yet been audited. Reserve transfer figures are preliminary and subject to possible further end of year adjustments. Other figures are subject to change pending the year end audit.

**Statement of Financial Activity by reporting nature or type**

Shows a closing surplus (preliminary, not yet audited) for the period ended 30 June 2023 of \$4,494,182.

The surplus is to be used for the following purposes:

- fund carried forward projects from the 2022/23 financial year:	\$4,423,851
- funds required for general purposes in the 2023/24 financial year:	<u>\$70,331</u>
Total:	\$4,494,182

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

**Preparation**

Prepared by: P. Martin  
*Financial Services Coordinator*

Reviewed by: S. Van Nierop  
*Manager Finance*

Date prepared: 27-Jul-2023

**CITY OF ALBANY  
STATEMENT OF FINANCIAL ACTIVITY  
BY NATURE OR TYPE  
FOR THE PERIOD ENDED 30 JUNE 2023**

	Ref Note	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a) /(a)	Var.
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
Rates		42,130,150	42,130,150	42,130,150	42,198,630	68,480	0%	
Operating grants, subsidies and contributions		4,850,431	11,547,379	11,547,379	12,869,403	1,322,024	11%	▲
Fees and charges		19,750,395	19,879,298	19,879,298	21,230,595	1,351,297	7%	▲
Profit on asset disposal		9,348	24,011	24,011	144,222	120,211	501%	▲
Interest Earnings		619,802	2,032,433	2,032,433	2,602,819	570,386	28%	▲
Other Revenue		194,946	276,847	276,847	304,906	28,059	10%	
		<u>67,555,072</u>	<u>75,890,118</u>	<u>75,890,118</u>	<u>79,350,576</u>			
<b>Expenditure from operating activities</b>								
Employee costs		(30,602,671)	(30,717,671)	(30,717,671)	(29,916,214)	801,458	(3%)	▼
Materials and contracts		(20,843,395)	(28,646,039)	(28,646,039)	(23,704,627)	4,941,412	(17%)	▼
Utility charges		(1,808,128)	(1,808,128)	(1,808,128)	(1,951,406)	(143,278)	8%	▲
Depreciation on non-current assets		(17,889,792)	(18,276,521)	(18,276,521)	(18,211,090)	65,431	(0%)	
Finance costs		(508,471)	(508,471)	(508,471)	(531,221)	(22,750)	4%	
Insurance expenses		(821,692)	(821,692)	(821,692)	(832,574)	(10,882)	1%	
Loss on asset disposal		(512,080)	(512,080)	(512,080)	(77,998)	434,082	(85%)	▼
Other expenditure		(3,463,109)	(3,449,630)	(3,449,630)	(2,870,823)	578,807	(17%)	▼
		<u>(76,449,338)</u>	<u>(84,740,232)</u>	<u>(84,740,232)</u>	<u>(78,095,953)</u>			
<b>Non-cash amounts excluded from operating activities</b>								
Add: Depreciation on assets		17,889,792	18,276,521	18,276,521	18,211,090	(65,431)	(0%)	
Add: Loss on disposal of assets		512,080	512,080	512,080	77,998	(434,082)	(85%)	▼
Less: Profit of disposal of assets		(9,348)	(24,011)	(24,011)	(144,222)	(120,211)	501%	▼
Add: Implicit Interest		184,709	184,709	184,709	182,381	(2,328)	(1%)	
Movement in Value of Investments		-	-	-	(11,973)	(11,973)	-	
		<u>18,577,233</u>	<u>18,949,299</u>	<u>18,949,299</u>	<u>18,315,273</u>			
<b>Amount attributable to operating activities</b>		<u>9,682,967</u>	<u>10,099,185</u>	<u>10,099,185</u>	<u>19,569,896</u>			
<b>INVESTING ACTIVITIES</b>								
Non-operating grants, subsidies and contributions		28,540,751	20,160,976	20,160,976	11,441,992	(8,718,984)	(43%)	▼
Proceeds from disposal of assets		1,031,000	1,031,000	1,031,000	443,274	(587,726)	(57%)	▼
Purchase of property, plant and equipment	5	(13,831,810)	(13,817,450)	(13,817,449)	(6,216,405)	7,601,044	(55%)	▲
Purchase and construction of infrastructure	5	(42,408,902)	(29,676,694)	(29,676,695)	(16,800,621)	12,876,074	(43%)	▲
Non-current to current movement		-	-	-	407,209	407,209	100%	▲
<b>Amount attributable to investing activities</b>		<u>(26,668,961)</u>	<u>(22,302,168)</u>	<u>(22,302,168)</u>	<u>(10,724,551)</u>			
<b>FINANCING ACTIVITIES</b>								
Repayment of borrowings		(2,020,083)	(2,020,083)	(2,020,083)	(2,020,084)	(1)	0%	
Proceeds from borrowings		1,495,000	1,495,000	1,495,000	-	(1,495,000)	(100%)	▲
Proceeds from self-supporting loans		14,163	14,163	14,163	14,163	-	0%	
Payments for principal portion of lease liabilities		(189,578)	(189,578)	(189,578)	(189,578)	(0)	0%	
Transfers to reserves (restricted assets)		(15,012,910)	(18,102,150)	(18,102,150)	(27,485,002)	(9,382,852)	52%	▼
Transfers from reserves (restricted assets)		26,596,380	25,802,226	25,802,226	20,125,933	(5,676,293)	(22%)	▼
<b>Amount attributable to financing activities</b>		<u>10,882,972</u>	<u>6,999,578</u>	<u>6,999,578</u>	<u>(9,554,568)</u>			
<b>Surplus/(Deficit) for current financial year</b>		<u>(6,103,022)</u>	<u>(5,203,405)</u>	<u>(5,203,405)</u>	<u>(709,223)</u>			
Surplus/(Deficit) at start of financial year		6,103,022	5,203,405	5,203,405	5,203,405	(0)	(0%)	
<b>Surplus/(Deficit): closing funding position</b>		-	-	-	4,494,182			

CITY OF ALBANY  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2023

BASIS OF PREPARATION

**BASIS OF PREPARATION**

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

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

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

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

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

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 30 June 2023

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

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

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

**GOODS AND SERVICES TAX**

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

**ROUNDING OFF FIGURES**

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

CITY OF ALBANY  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2023

## NOTE 1

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

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>OPERATING ACTIVITIES</b>					
<b>Revenue from operating activities</b>					
Rates	68,480	0%			No material variance noted.
Operating grants, subsidies and contributions	1,322,024	11%	▲	Permanent	Variance is attributable to recognition of income pertaining to the Drought Communities Program. The grant income was budgeted under Non-operating grants, subsidies & contributions, however a reclassification of some grant income to Operating grants, subsidies and contributions was required upon recognition. Additionally, the prepayment of FY23/24 Financial Assistance Grants has contributed to the variance for this reporting period.
Fees and charges	1,351,297	7%	▲	Permanent	Fees and charges income recognised for the period ending 30 June FY22/23 is tracking ↑ \$1.36m (6.43%) relative to the same period in FY21/22 & ↑\$2.13m (10.05%) relative to the same period in FY20/21. Business units with notable positive deviations to YTD budget include the Airport (landing fees): Actual \$2.20m vs Budget \$2.00m (↑ \$200k or 10.14%), NAC Merchandise Sales: Actual \$496k vs Budget \$325k (↑ \$171k or 52.64%) & ALAC Swim School: Actual \$691k vs Budget \$550k (↑ \$141k or 25.64%).
Profit on Asset disposal	120,211	501%	▲	Permanent	Variance is primarily attributable to the buoyant second hand market for passenger vehicles & heavy plant still exhibited in WA. A total of 17 items of PPE were disposed of during FY22/23, of which 14 items were disposed of at a profit, with the average gain achieved being \$10.30k.
Interest earnings	570,386	28%	▲	Permanent	The rolling maturity profile of the City's investment portfolio has enabled the City to take advantage of upward movements in interest rates which have occurred during the reporting period. Additionally, surplus cash has been made available for short-term investment as a result of soft YTD expenditure in a number of key business areas.
Other revenue	28,059	10%			No material variance noted.

NOTE 1 (Continued)

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

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Expenditure from operating activities</b>					
					Variances are exhibited across all components of Employee costs and in employee cost centres throughout the organisation.
Employee costs	801,458	-3%	▼	Permanent	These variances can be attributed to: Salaries and wages: Actual \$22.54m vs Budget \$22.78m (↓\$248k or -1.09%), Employee provisions: Actual \$2.63m vs Budget \$2.95m (↓\$320k or -10.84%) & Training and education: Actual \$254k vs Budget \$443k (↓\$320k or -42.71%).  The underspend in Employee Costs (Salaries and wages) is partially offset by Labour hire costs which are reported under Materials and contracts, Actual: \$481k vs Budget \$164k (↑\$317k or 193.19%).
Materials and contracts	4,941,412	-17%	▼	Permanent	Materials and contracts expenditure recognised for the period ending 30 June FY22/23 is tracking ↑\$2.33m (9.84%) relative to the same period in FY21/22 & ↑\$8.42m (35.51%) relative to the same period in FY20/21. The YoY increase in expenditure is attributable to costs incurred in relation to the Albany Motorplex (YTD Expenditure \$3.78m).  The current underspend against YTD budget is comprised of variances exhibited in 306 budgeted line items. Notable variances are observed in Albany Motorsport Park: Actual \$3.78m vs Budget \$7.12m (↓\$3.33m or -46.85%), Albany Artificial Fishing Reef: Actual \$0.00 vs Budget \$950k (↓\$950k or 100%), Coastal Monitoring Programs: Actual \$73k vs Budget \$348k (↓\$274k or -78.90%) & Albany 2026 - Discover Kinjarling - Project: Actual \$225k vs Budget \$375k (↓\$150k or -39.88%).
Utility charges	(143,278)	8%	▲	Permanent	Utility charges recognised for the period ending 30 June FY22/23 is tracking ↑\$71k (3.62%) relative to the same period in FY21/22 & ↑\$94k (4.84%) relative to the same period in FY20/21.  Overspend for the year is attributable to electricity charges; Actual \$1.52m vs Budget \$1.38m (↑\$136k) & Biofuels; Actual \$163k vs Budget \$90k (↑\$73k). This overspend is partially offset by an underspend of gas charges; Actual \$43k vs Budget \$113k (↓\$70k).
Depreciation on non-current assets	65,431	0%			No material variance noted.



NOTE 1 (Continued)

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

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Expenditure from operating activities (continued)</b>					
Finance costs	(22,750)	4%			No material variance noted.
Insurance expenses	(10,882)	1%			No material variance noted.
Loss on asset disposal	434,082	-85%	▼	Permanent	Variance is in favour of the City & is primarily attributable to the timing of disposals made through the City's plant replacement programs reported under Note 5. Additionally, a buoyant second-hand market for disposed of assets has contributed to lower realised losses to date. A total of 17 items of PPE were disposed of during FY22/23, of which 3 items were disposed of at a loss, with the average loss recognised being -\$3.3k. An additional loss was recognised on the decommissioning / demolition of built assets.
Other expenditure	578,807	-17%	▼	Permanent	Other expenditure recognised for the period ending 31 May FY22/23 is tracking ↑\$274k (11.82%) relative to the same period in FY21/22 & ↑\$233k (10.06%) relative to the same period in FY20/21.  The current underspend against YTD budget is predominantly attributable to Contribution to the Railways FC: Actual \$86k vs Budget \$315k (↓\$229k or -72.65%), AHP Volunteer Costs: Actual \$161k Budget \$262k (↓\$101k or -38.59%), ANZAC Day Event: \$0.35k vs \$40k (↓\$40k or -99.12%), Event Sponsorship: Actual \$87k vs \$125k (↓\$38k or -30.45%) & Community Development Sponsorship: Actual \$5k vs Budget \$40k (↓\$35 or -87.50%).
<b>Non-cash amounts excluded from operating activities</b>					
Add: Depreciation on assets	(65,431)	0%			No material variance noted.
Add: Loss on disposal of assets	(434,082)	-85%	▼	Permanent	Variance is in favour of the City & is primarily attributable to the timing of disposals made through the City's plant replacement programs reported under Note 5. Additionally, a buoyant second-hand market for disposed of assets has contributed to lower realised losses to date. A total of 17 items of PPE were disposed of during FY22/23, of which 3 items were disposed of at a loss, with the average loss recognised being -\$3.3k. An additional loss was recognised on the decommissioning / demolition of built assets.
Less: Profit of disposal of assets	(120,211)	501%	▼	Permanent	Variance is primarily attributable to the buoyant second hand market for passenger vehicles & heavy plant still exhibited in WA. A total of 17 items of PPE were disposed of during FY22/23, of which 14 items were disposed of at a profit, with the average gain achieved being \$10.30k.
Movement in Value of Investments	(11,973)	0%			No material variance noted.
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contributions	(8,718,984)	-43%	▼	Permanent	Income recognition for non-operating grants is directly tied to the achievement of milestones for projects reported in the City's capital works budget under note 5. Reporting variances to budget will exist at various stages throughout the reporting period.  Non-operating grant revenue recognised for the period ending 30 June FY22/23 is tracking ↓\$3.70m (-32.36%) relative to the same period in FY21/22 & ↑\$2.82m (24.64%) relative to the same period in FY20/21.

## NOTE 1 (Continued)

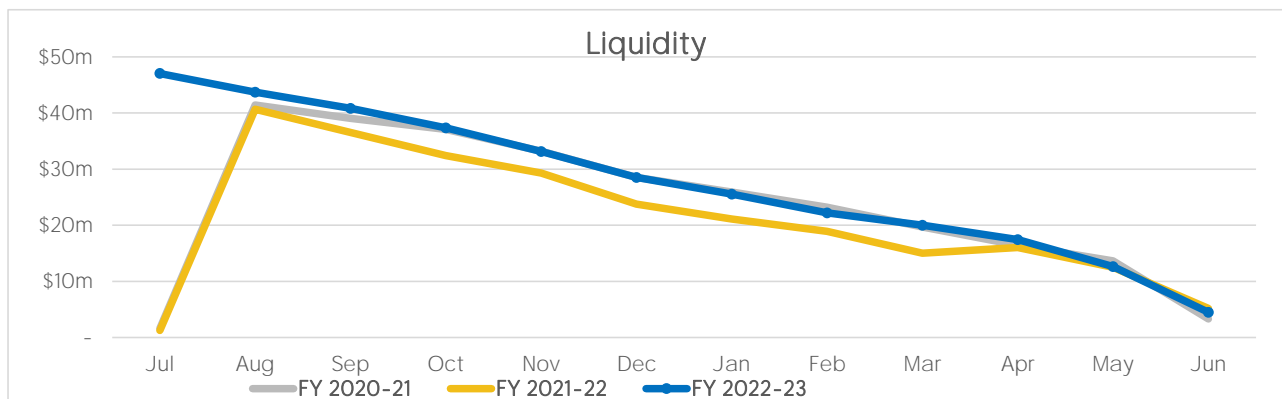
## EXPLANATION OF MATERIAL VARIANCES TO YTD BUDGET IN EXCESS OF \$100,000

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>INVESTING ACTIVITIES (continued)</b>					
Proceeds from disposal of assets	(587,726)	-57%	▼	Permanent	YTD PPE disposals made in accordance with the City's fleet replacement program are lower than prescribed in the budget. The timing of disposals is largely influenced by the availability of new vehicles & heavy plant, noted global supply shortages in these markets are likely to impact on actual to budget performance throughout the reporting period.
Purchase of property, plant and equipment	7,601,044	-55%	▲	Permanent	Several major projects are still in the planning & design phase with construction anticipated to commence in FY23/24.  Projects with notable variations to YTD budget include: Heavy Plant Replacement Program: Actual \$1.60m vs Budget \$4.21m (↓\$2.61m or -62.02%), Surf Lifesaving Club Refurb: Actual \$140k vs Budget \$2.74m (↓\$2.60m or -94.89%), Passenger Vehicle Replacement Program: Actual \$610k vs Budget \$997k (↓\$387k or -38.79%), Kalgan BFB New Facility: Actual \$0 vs Budget \$563k (↓\$563k or -100%). All projects noted above have been listed to carry forward to FY23/24.
Purchase and construction of infrastructure	12,876,074	-43%	▲	Permanent	Several major projects are still in the planning & design phase with construction anticipated to commence in FY23/24.  Projects with notable variations to YTD budget include: Surf Reef: Actual \$0 vs Budget \$6.78m (↓\$6.78m or -100%), Range Road Stage 1A Roundabout: Actual \$124k vs Budget \$1.24m (↓\$1.12m or -90.00%), Albany Highway Asphalt Overlay: Actual \$241k vs Budget \$1.25m (↓\$1.01m or -80.68%), Albany Tennis Centre: Actual \$0 vs Budget \$542k (↓\$542k or -100%) & Transfer Station Construction: Actual \$61k vs Budget \$581k (↓\$520k or -89.57%). All projects noted above have been listed to carry forward to FY23/24.
Non-current to current movement	407,209	100%	▲	Permanent	Balance represents EOFY accounting entries processed to account for movement in balance sheet values between current & non-current that have an impact of the current funding position of the City.
<b>FINANCING ACTIVITIES</b>					
Repayment of borrowings	(1)	0%			No material variance noted.
Proceeds from borrowings	(1,495,000)	-100%	▲	Permanent	Budgeted loan undrawn as at balance date.
Proceeds from self-supporting loans	-	0%			No material variance noted.
Payments for principal portion of lease liabilities	(0)	0%			No material variance noted.
Restricted Cash Utilised	-				No material variance noted.
Transfers to reserves (restricted assets)	(9,382,852)	52%	▼	Permanent	Preliminary estimate of EOFY reserve transfer - final amounts subject to change.
Transfers from reserves (restricted assets)	(5,676,293)	-22%	▼	Permanent	Preliminary estimate of EOFY reserve transfer - final amounts subject to change.
Surplus/(Deficit) at start of financial year	(0)	0%			No material variance noted.

CITY OF ALBANY  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 30 JUNE 2023

NOTE 2  
 NET CURRENT FUNDING POSITION

	Ref Note	FOR THE PERIOD ENDED 30 JUNE 2023	FOR THE PERIOD ENDED 31 MAY 2023	FOR THE PERIOD ENDED 30 JUNE 2022
		\$	\$	\$
<b>Current Assets</b>				
Cash - Unrestricted		22,413,763	23,877,371	17,867,955
Cash - Restricted		42,347,180	42,154,675	41,211,040
Trade Receivables - Rates and Rubbish	4	1,417,864	1,937,452	1,361,272
Trade Receivables - Other		2,011,800	1,783,445	1,516,065
Inventories		907,642	953,323	662,784
Grants Receivable		1,042,401	452,309	3,026,294
Other Current Assets		1,255,293	1,262,135	1,068,003
Other Financial Assets - Self Supporting Loan		14,611	-	14,163
		<b>71,410,553</b>	<b>72,420,710</b>	<b>66,727,576</b>
<b>Less: Current Liabilities</b>				
Trade & Other Payables		(8,866,090)	(8,120,252)	(7,527,064)
Contract Liabilities		(2,967,929)	(3,770,356)	(5,978,898)
ROU Liabilities		(193,101)	(15,916)	(189,578)
Borrowings		(1,522,656)	(862,405)	(2,020,084)
Provisions		(6,687,760)	(6,698,952)	(6,800,923)
		<b>(20,237,535)</b>	<b>(19,467,883)</b>	<b>(22,516,548)</b>
<b>Adjustments</b>				
Add Back: Borrowings		1,522,656	862,405	2,020,084
Add Back: ROU liabilities		193,101	15,916	189,578
Add Back: Head-lease liability amortisation		(10)	96	-
Add Back: Implicit Interest		182,381	14,430	-
(Less): Cash Backed Reserves		(48,562,352)	(41,203,283)	(41,203,283)
(Less): Other Financial Assets - Self Supporting Loan		(14,611)	-	(14,163)
		<b>(46,678,836)</b>	<b>(40,310,435)</b>	<b>(39,007,784)</b>
<b>Net Current Funding Position</b>		<b>4,494,182</b>	<b>12,642,393</b>	<b>5,203,245</b>



**COMMENTS:**

The Net Current Funding Position for the reporting period ending 30 June 2023 is ↓\$709k (-15.78%) relative to the same period in FY21/22 and ↑\$1.17m (26.13%) relative to the same period in FY20/21.

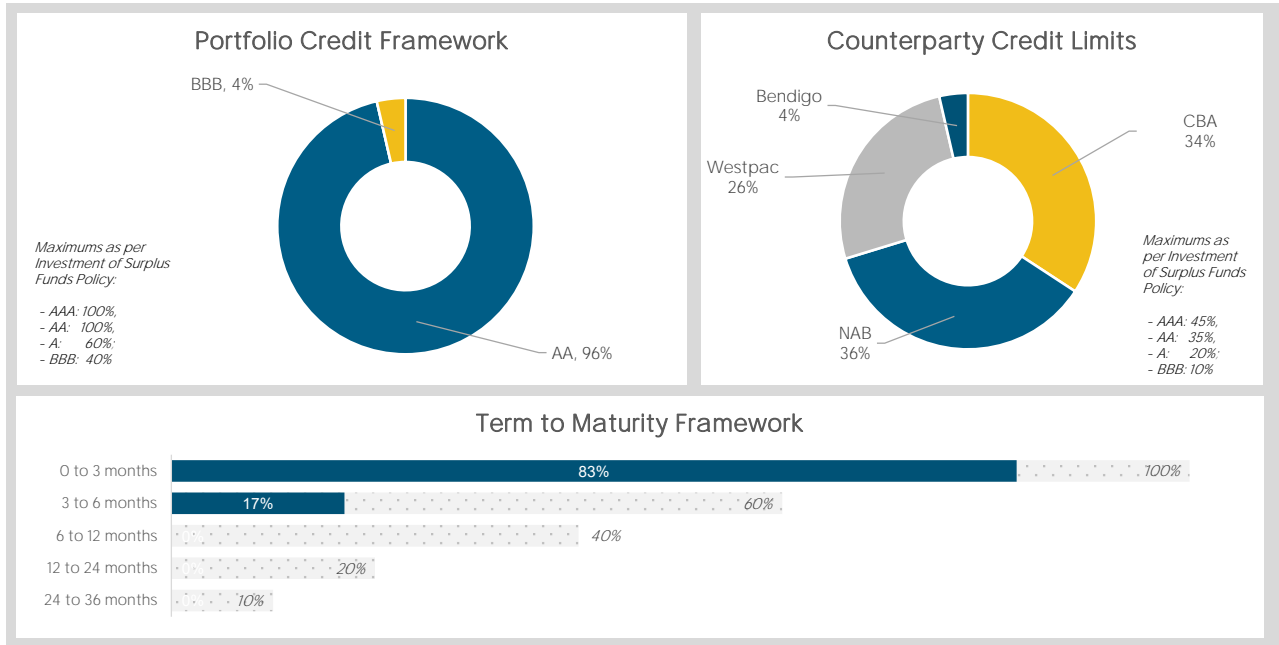
No significant matters noted.

# REPORT ITEM CCS 548 REFERS

## CITY OF ALBANY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2023

### NOTE 3 CASH INVESTMENTS

Investment Type	Institution	S&P Rating	Interest Rate	Deposit Date	Maturity	Investment Term Category	Amount Invested (\$)	Expected Interest (\$)
General Municipal	CBA	AA	4.20%	13-Apr-23	12-Jul-23	0 to 3 months	3,000,000	31,068
General Municipal	Bendigo	BBB	4.25%	13-Apr-23	12-Jul-23	0 to 3 months	2,000,000	20,959
General Municipal	NAB	AA	4.35%	18-Apr-23	17-Jul-23	0 to 3 months	4,000,000	42,904
General Municipal	NAB	AA	4.55%	09-May-23	07-Aug-23	0 to 3 months	3,000,000	33,658
General Municipal	NAB	AA	4.60%	17-May-23	15-Aug-23	0 to 3 months	1,500,000	17,014
							<b>13,500,000</b>	<b>145,603</b>
Restricted	Westpac	AA	3.76%	28-Mar-23	28-Aug-23	3 to 6 months	4,500,000	70,925
Restricted	CBA	AA	4.21%	11-Apr-23	10-Jul-23	0 to 3 months	7,000,000	72,666
Restricted	Westpac	AA	3.61%	12-Apr-23	12-Jul-23	0 to 3 months	5,000,000	45,001
Restricted	CBA	AA	4.71%	15-May-23	14-Aug-23	0 to 3 months	4,000,000	46,971
Restricted	NAB	AA	4.65%	22-May-23	21-Aug-23	0 to 3 months	5,000,000	57,966
Restricted	CBA	AA	4.80%	31-May-23	29-Aug-23	0 to 3 months	5,000,000	59,178
Restricted	Westpac	AA	4.20%	01-Jun-23	01-Oct-23	3 to 6 months	5,000,000	70,192
Restricted	NAB	AA	4.90%	07-Jun-23	05-Sep-23	0 to 3 months	6,500,000	78,534
							<b>42,000,000</b>	<b>501,433</b>
<b>Weighted Average Interest Rate:</b>			<b>4.30%</b>	<b>Total:</b>			<b>55,500,000</b>	<b>647,036</b>



#### COMMENTS:

Year-on-year movement in cash investment portfolio:

	30-June-2023	30-June-2022	\$ MVT	% MVT
Municipal	\$13.5m	\$15.5m	-\$2.0m	-12.90%
Reserve	\$42.0m	\$37.0m	\$5.0m	13.51%
<b>Total</b>	<b>\$55.5m</b>	<b>\$52.5m</b>	<b>\$3.0m</b>	<b>5.71%</b>
Average Return	<b>4.30%</b>	<b>1.16%</b>		<b>3.14%</b>

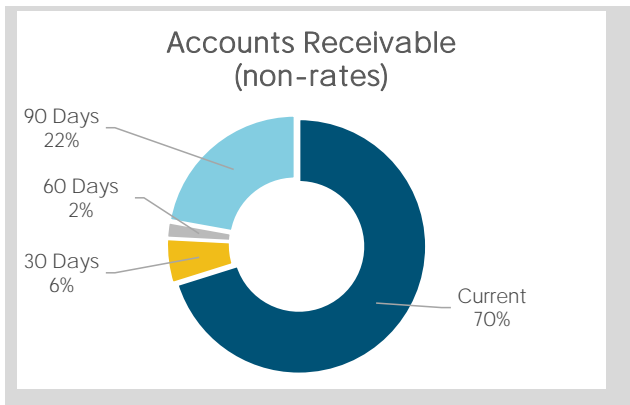
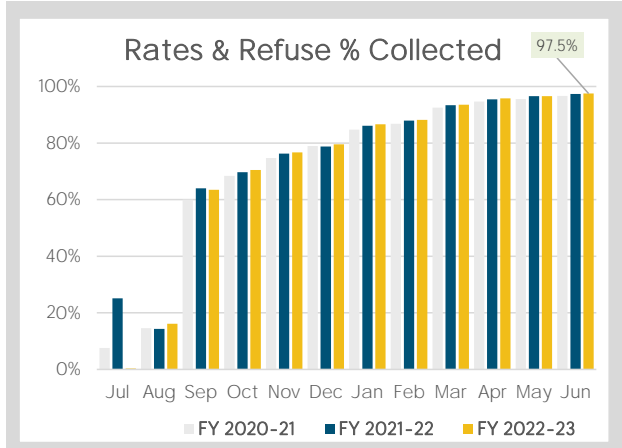
Counterparty credit limit over exposure was resultant from investment redemption activities. As at the date this report was prepared the portfolio was back within policy limitations.

No other significant matters noted.

CITY OF ALBANY  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 30 JUNE 2023

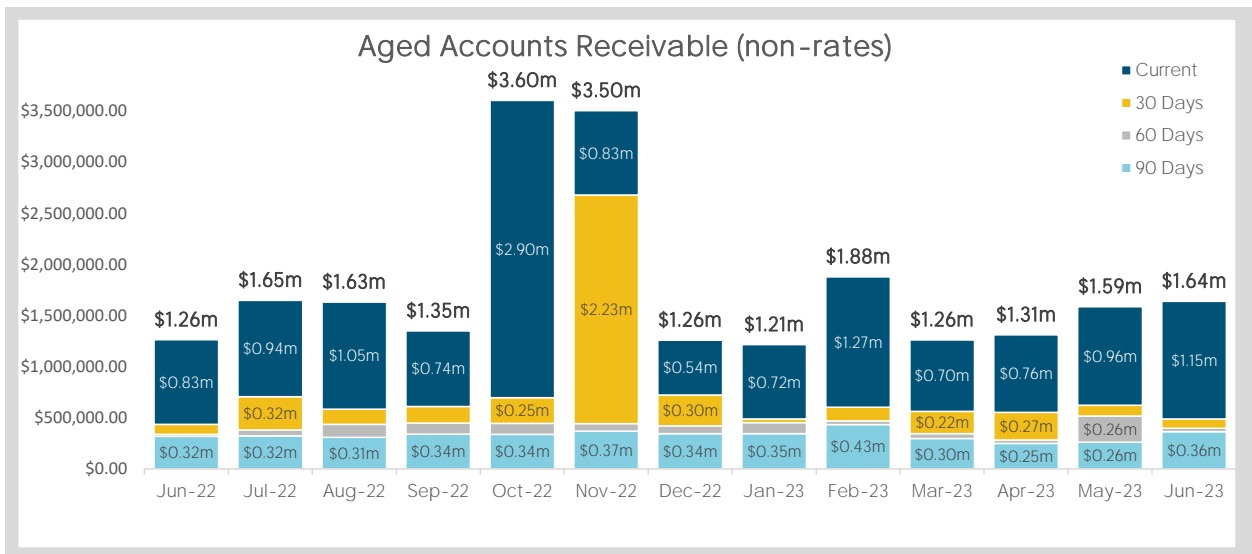
NOTE 4  
 RECEIVABLES

Rates & Refuse % Collected	\$
Opening Arrears Previous Years	1,361,272
Rates Levied	42,198,630
Refuse Levied	8,254,752
ESL Levied	4,205,785
Other Charges Levied	413,924
<b>Amount Levied</b>	<b>56,434,364</b>
(Less): Collections	(55,016,500)
<b>Total Rates &amp; Charges Collectable</b>	<b>1,417,864</b>
<i>% Collected</i>	<i>97.5%</i>



Accounts Receivable (non-rates)	\$	%
Current	1,149,402	70%
30 Days	92,697	6%
60 Days	33,190	2%
90 Days	363,161	22%
<b>Total</b>	<b>1,638,451</b>	<b>100%</b>

*Amounts shown above include GST (where applicable)*

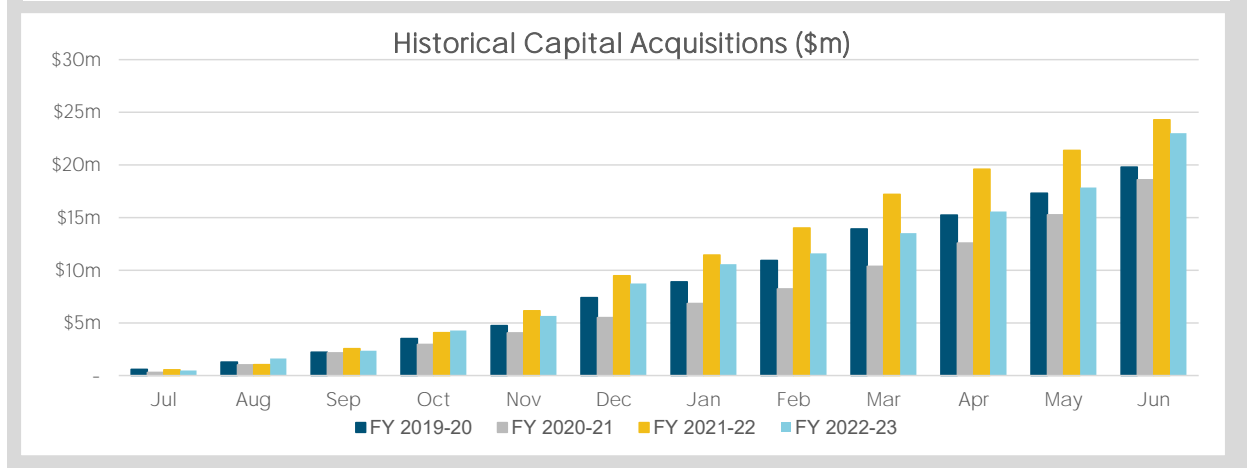
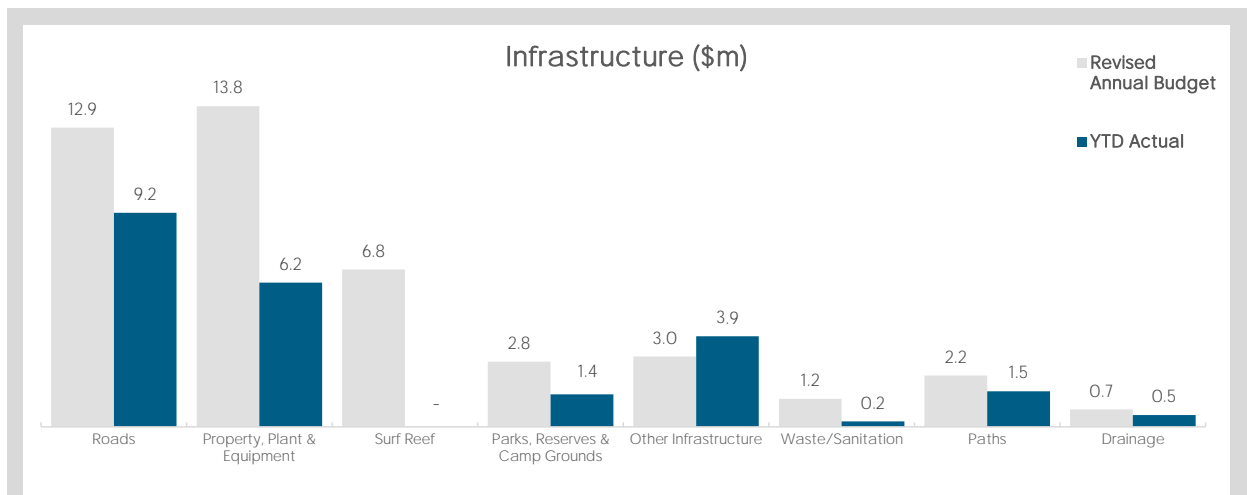


**COMMENTS:**  
 Increase in +90 days balance is due to an outstanding invoice issued to the Department of Primary Industries & Regional Development for \$220,000.00 pertaining to funds receivable under a grant agreement.  
 No significant matters noted.

CITY OF ALBANY  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 30 JUNE 2023

NOTE 5  
 CAPITAL ACQUISITIONS

Capital Acquisitions	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	\$	%	
Roads	14,583,223	12,890,200	12,890,201	<b>9,222,639</b>	(3,667,562)	(28%)	▼
Property, Plant & Equipment	13,831,810	13,817,449	13,817,449	<b>6,216,405</b>	(7,601,044)	(55%)	▼
Surf Reef	6,781,998	6,781,998	6,781,998	<b>0</b>	(6,781,998)	(100%)	▼
Parks, Reserves & Camp Grounds	4,788,031	2,806,801	2,806,801	<b>1,398,192</b>	(1,408,609)	(50%)	▼
Other Infrastructure	3,467,697	3,031,199	3,031,199	<b>3,899,776</b>	868,577	29%	▲
Waste/Sanitation	2,310,605	1,210,198	1,210,198	<b>231,636</b>	(978,562)	(81%)	▼
Paths	2,515,590	2,208,000	2,208,000	<b>1,535,298</b>	(672,702)	(30%)	▼
Drainage	842,256	748,298	748,298	<b>513,080</b>	(235,218)	(31%)	▼
<b>Total Capital Acquisitions</b>	<b>49,121,210</b>	<b>43,494,143</b>	<b>43,494,144</b>	<b>23,017,026</b>	<b>(20,477,118)</b>	<b>(47%)</b>	<b>▼</b>



**COMMENTS:**  
 Total Capital Acquisitions of \$23.02m for the period ending 30 June 2023 are ↓\$1.19m (-5.18%) compared to the equivalent reporting period in FY21/22 where total Capital Acquisitions recorded were \$24.21m & ↑\$3.79m (16.47%) compared the equivalent reporting period in FY20/21 where total Capital Acquisitions recorded were \$19.23m.

**CITY of ALBANY**  
**TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS**  
**FOR THE PERIOD ENDING 30 JUNE 2023**

**CREDIT CARD TRANSACTIONS**

<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
30/05/2023	REX AIRLINES	Flights - D Scasserra - EA Negotiations	\$ 689.32
30/05/2023	HILTON HOTEL	Accommodation - D Scasserra - EA Negotiations	\$ 249.00
30/05/2023	DEPT OF RACING GAMING	Occasional Liquor Licence - Foreshore - Maritime Festival 2023	\$ 119.50
30/05/2023	DEPT OF RACING GAMING	Occasional Liquor Licence - Foreshore - Maritime Festival 2023	\$ 119.50
30/05/2023	DEPT OF RACING GAMING	Occasional Liquor Licence - Albany Town Hall - Maritime Festival Events 2023	\$ 245.50
30/05/2023	DEPT OF RACING GAMING	Occasional Liquor Licence - Albany Town Hall - Maritime Festival Events 2023	\$ 119.50
30/05/2023	AMAZON MARKETPLACE	Materials - 3 x Palm Trees - Decorations - Maritime Festival 2023	\$ 565.38
30/05/2023	SP KINGS OF NEON	Materials - Neon Anchor - Decorations - Maritime Festival 2023	\$ 2,720.00
31/05/2023	HILTON HOTEL	Meeting - A Sharpe, D Scasserra & J Hugo	\$ 16.00
01/06/2023	PRIMO PRODUCTS	Apparel & Marketing Material for Maritime Festival	\$ 1,937.65
01/06/2023	EB CONTRACT AMP PROC	Training Fee - A McEwan - Contract and Procurement LG Officers Conference	\$ 214.50
02/06/2023	NCG SOFTWARE	Recording Software - Airport	\$ 51.71
02/06/2023	MATTERPORT	Matterport Floorplan Software	\$ 23.22
02/06/2023	INTERNATIONAL TRANSACTION FEE	International Transaction Fee	\$ 0.58
02/06/2023	GOOGLE ADS	NAC - Google Ads	\$ 1.01
04/06/2023	REZDY	Monthly charge for Rezdy Account - NAC	\$ 283.91
05/06/2023	MAILCHIMP	Monthly Marketing Plan - Communications - L Condon	\$ 789.25
06/06/2023	DROPBOX	Dropbox Business Standard Plan	\$ 302.50
06/06/2023	QUEST SCARBOROUGH	Accommodation - A McEwan - Contract and Procurement LG Officers Conference	\$ 257.43
06/06/2023	WIX.COM	Premium Events Calendar Subscription - National Anzac Centre Website	\$ 7.30
06/06/2023	PRIMO PRODUCTS	Merchandise - Maritime Festival	\$ 903.10
07/06/2023	ENGINEERS AUSTRALIA	Engineers Australia Membership Renewal - D Elliott	\$ 300.00
07/06/2023	CAFÉ EXPRESSO ONE	Meeting - N Watson & R Nelson - Community Living Association	\$ 10.00
07/06/2023	FACEBOOK	Facebook and Instagram Advertising	\$ 45.49
08/06/2023	CAFÉ EXPRESSO ONE	Meeting - A Sharpe, A Banks-McAllister & S Gersky	\$ 20.00
08/06/2023	PLANNING INSTITUTE	Registration fee - Local Planning Framework Conference	\$ 140.00
08/06/2023	SOUNDTRACK YOUR BRAND	Albany Leisure & Aquatic Centre - Monthly Subscription - Music Service	\$ 40.10
08/06/2023	INTERNATIONAL TRANSACTION FEE	International Transaction Fee	\$ 1.00
09/06/2023	TEMPLE AND WEBSTER	Materials - Maritime Festival 2023	\$ 564.15
09/06/2023	PSA RADICAL FITNESS	Albany Leisure & Aquatic Centre - Monthly Subscription - Music Service - KIMAX	\$ 19.95
12/06/2023	JO JOES PIZZA	Catering - Council Meeting	\$ 314.00
12/06/2023	SOLTOGGIO BROS	Rear Hub Assembly for Isuzu Truck	\$ 550.00
13/06/2023	TASMAN HOLIDAY PARK YALLINGUP	Accommodation - N Leggett - WA Regional Architecture Symposium	\$ 492.29
13/06/2023	AUSTRALIAN INST OF ARCHITECTS	Registration - N Leggett - WA Regional Architecture Symposium	\$ 299.00
13/06/2023	SKYMESH	Monthly fee for Cape Riche internet services	\$ 54.95

**CITY of ALBANY**  
**TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS**  
**FOR THE PERIOD ENDING 30 JUNE 2023**

**CREDIT CARD TRANSACTIONS**

<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
13/06/2023	REX AIRLINES	Flights - J Donaldson - Bicentenary PCG	\$ 798.16
13/06/2023	EB WA SHOWCASE	Registration - T Crosby - Training Conference - Circuitwest Showcase	\$ 682.61
14/06/2023	PLANNING INSTITUTE	Women in Planning Network Regional Breakfast	\$ 18.00
15/06/2023	WASTE MANAGEMENT	D Lawrence - Waste Management and Resource Recovery Membership	\$ 2,015.87
15/06/2023	WASTE MANAGEMENT	D Lawrence - Waste Management and Resource Recovery Conference	\$ 391.02
15/06/2023	WASTE MANAGEMENT	Waste Management and Resource Recovery Conference - Membership Upgrade	\$ 157.01
15/06/2023	REX AIRLINES	Flights - D Lawrence - Waste Management and Resource Recovery Conference	\$ 406.76
15/06/2023	AIRBNB	Refund - Disputed Transaction	-\$ 362.30
15/06/2023	EXPEDIA TRAVELSCAPE LLC	Accommodation - D Lawrence - Waste Management & Resource Recovery Conference	\$ 931.00
15/06/2023	PATIENT HANDLING	Tripsafe - Cable Covers For Carpet	\$ 172.65
15/06/2023	REX AIRLINES	Flights - H Loncar & D Waugh - P&C Seminar	\$ 813.52
15/06/2023	EXPEDIA CITADINES	Accommodation - H Loncar & D Waugh - P&C Seminar	\$ 396.00
15/06/2023	DMIRS EAST PERTH	Annual Licence Payment Notice for Dangerous Goods	\$ 246.00
16/06/2023	QANTAS AIRWAYS	Flights - D Lawrence - Landfill conference	\$ 828.38
16/06/2023	SOLTOGGIO BROS	Additional Rear Hub Assembly for Isuzu Truck	\$ 550.00
20/06/2023	MAIN ROADS HEAVY VEHICLE	Special Purpose Vehicle Permit	\$ 25.00
20/06/2023	MAIN ROADS HEAVY VEHICLE	Special Purpose Vehicle Permit	\$ 25.00
20/06/2023	ORANA CINEMAS	4 x Gift Vouchers - Maritime Festival 2023 Prizes	\$ 104.00
20/06/2023	MONDAY.COM	Project Management Software	\$ 554.40
21/06/2023	SP YARNMARKETPLACE	Uniform - D Elliott	\$ 101.22
21/06/2023	IPWEA	Engineering Literature	\$ 176.00
21/06/2023	FREEMANTLE RYDGES	Accommodation - N Brown - TAFE Training in Perth	\$ 1,190.60
22/06/2023	DMIRS - ONLINE PAYMENT	High Risk Work Licence Renewal	\$ 44.00
22/06/2023	CASTLE HOTEL	Accommodation - M Bell and A Blows - Unsealed Roads Course	\$ 662.50
22/06/2023	DIGIDIRECT	Camera - Canon EOSR7	\$ 2,315.09
22/06/2023	TEACHERS SUPERSTORE	Refund Transaction - School Holiday Activity Maritime Festival	-\$ 284.50
23/06/2023	CAFÉ EXPRESSO ONE	Meeting - A Sharpe & Cr C Thomson	\$ 10.00
23/06/2023	CBA LANSWEEPER	Software Subscription	\$ 8,067.12
23/06/2023	INTERNATIONAL TRANSACTION FEE	International Transaction Fee	\$ 201.68
23/06/2023	WEDDING SUPERSTORE	Materials - Lanterns - Maritime Festival 2023	\$ 122.43
23/06/2023	CAFÉ ESPRESSO	Meeting - N Watson & WA Museum - Bicentenary EOI	\$ 10.00
24/06/2023	FREEMANTLE RYDGES	Parking - N Brown - TAFE Training in Perth	\$ 120.00
24/06/2023	ZOOM	Video Conferencing Facility	\$ 190.34
24/06/2023	WIX.COM	Monthly Subscription - City of Albany Events App Charge	\$ 7.41
26/06/2023	CONTRACT CONTROL	Course Fee - A McEwan - Contract Management for Superintendents	\$ 1,501.50



CITY of ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 30 JUNE 2023

CREDIT CARD TRANSACTIONS

DATE	PAYEE	DESCRIPTION	AMOUNT
26/06/2023	CONTRACT CONTROL	Course Fee - A McEwan - Design & Construct Contracts Course - Getting it Right	\$ 1,595.00
			<b><u>\$ 37,250.26</u></b>

**CITY of ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**PAYROLL TRANSACTIONS**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
20/06/2023	Superannuation	\$ 136,887.70
29/06/2023	Salaries	\$ 748,637.35
06/07/2023	Superannuation	\$ 135,376.37
13/07/2023	Salaries	\$ 750,211.86
14/07/2023	Salaries	\$ 1,566.46
		<b><u>\$ 1,772,679.74</u></b>

**CHEQUE TRANSACTIONS**

<b>DATE</b>	<b>CHEQUE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
32778	29/06/2023	DEPARTMENT OF TRANSPORT	Amazing South Coast Number Plate	\$ 200.00
32779	29/06/2023	TELSTRA	Telephone Charges	\$ 0.14
32780	13/07/2023	DEPARTMENT OF TRANSPORT	Amazing South Coast Number Plate	\$ 400.00
				<b><u>\$ 600.14</u></b>

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT168077	29/06/2023	@THE POOLSIDE	Milk Supply	\$ 171.25
EFT167932	22/06/2023	35 DEGREES SOUTH	Surveying Services Q22010(A)	\$ 11,330.00
EFT168512	13/07/2023	35 DEGREES SOUTH	Surveying Services Q22010(A)	\$ 4,400.00
EFT168022	22/06/2023	4 STEEL SUPPLIES	Road Signage	\$ 2,825.00
EFT168239	29/06/2023	4 STEEL SUPPLIES	Plant And Equipment Hire	\$ 50.00
EFT168597	13/07/2023	4 STEEL SUPPLIES	Building Maintenance Materials	\$ 319.00
EFT168336	06/07/2023	A CONDREN	Staff Reimbursement	\$ 80.68
EFT167945	22/06/2023	A GATES	Rates Refund	\$ 500.00
EFT168171	29/06/2023	A MACKINNON	Refund	\$ 150.00
EFT167982	22/06/2023	A MCEWAN	Staff Reimbursement	\$ 233.60
EFT168559	13/07/2023	A MCEWAN	Staff Reimbursement	\$ 460.00
EFT168463	13/07/2023	ABBEY'S EARTHMOVING SERVICES	Plant and Equipment Hire	\$ 984.50
EFT168464	13/07/2023	ACCESS ICON PTY LTD T/AS CASCADA	Road Construction Materials C18011(A)	\$ 1,288.14
EFT167874	22/06/2023	ACORN TREES AND STUMPS	Vegetation Management Services	\$ 2,617.00
EFT167875	22/06/2023	AD CONTRACTORS PTY LTD	Plant And Equipment Hire / Road Base Materials C20003 (E)	\$ 1,500.00
EFT168058	29/06/2023	AD CONTRACTORS PTY LTD	Plant And Equipment Hire / Road Base Materials C20003 (E) / C22008 (A)	\$ 4,781.30
EFT168281	06/07/2023	AD CONTRACTORS PTY LTD	Plant And Equipment Hire / Road Base Materials C20003 (E) / C22008 (A)	\$ 9,886.80
EFT167900	22/06/2023	ADVANCED TRAFFIC MANAGEMENT WA	Traffic Control	\$ 5,372.13
EFT168083	29/06/2023	ADVANCED TRAFFIC MANAGEMENT WA	Traffic Control	\$ 750.20
EFT167876	22/06/2023	ADVERTISER PRINT	Printing Services	\$ 100.00
EFT168465	13/07/2023	ADVERTISER PRINT	Printing Services	\$ 220.00
EFT167962	22/06/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Parts	\$ 2,252.09
EFT168143	29/06/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Purchases P22043 & Plant Parts	\$ 468,690.16
EFT168369	06/07/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Parts	\$ 916.28
EFT168543	13/07/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Plant Parts	\$ 696.26
EFT168056	29/06/2023	AGENTS OF DISCOVERY INC.	Annual Subscription	\$ 11,001.26
EFT168466	13/07/2023	AIRBORNE MAPPING & PHOTOGRAPHY	Consultancy Services	\$ 1,900.00
EFT168342	06/07/2023	AL CURNOW HYDRAULICS	Plant Parts And Repairs	\$ 109.56
EFT168511	13/07/2023	AL CURNOW HYDRAULICS	Plant Parts And Repairs	\$ 47.03
EFT168008	22/06/2023	ALAN RITCHIE	Building Services	\$ 528.00
EFT168288	06/07/2023	ALBANY AGRICULTURAL SOCIETY	Cleaning Services	\$ 825.00
EFT168296	06/07/2023	ALBANY ALLSOILS LANDSCAPE SUPPLIES	Building Maintenance Materials / Firewood	\$ 280.00

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168474	13/07/2023	ALBANY ALLSOILS LANDSCAPE SUPPLIES	Building Maintenance Materials / Firewood	\$ 100.00
EFT167949	22/06/2023	ALBANY ASPHALT SERVICES	Asphalt Works C22011(A)	\$ 31,293.00
EFT168133	29/06/2023	ALBANY ASPHALT SERVICES	Asphalt Works C22011(A)	\$ 22,165.00
EFT168067	29/06/2023	ALBANY AUTO ONE	Plant Parts And Repairs	\$ 13,076.40
EFT168473	13/07/2023	ALBANY AUTOS	Vehicle Purchase P22035	\$ 38,463.14
EFT168088	29/06/2023	ALBANY BITUMEN SPRAYING	Road Maintenance Services Q22066	\$ 9,986.07
EFT168315	06/07/2023	ALBANY BITUMEN SPRAYING	Road Maintenance Services Q22066	\$ 6,853.00
EFT168073	29/06/2023	ALBANY BOBCAT SERVICES	Plant And Equipment Hire	\$ 1,100.00
EFT167980	22/06/2023	ALBANY CITY MOTORS	Plant Parts And Repairs	\$ 58.42
EFT168173	29/06/2023	ALBANY CITY MOTORS	Plant Parts And Repairs	\$ 24.05
EFT168392	06/07/2023	ALBANY CITY MOTORS	Plant Parts And Repairs	\$ 378.40
EFT167888	22/06/2023	ALBANY COMMUNITY FOUNDATION	Payroll deductions	\$ 5.00
EFT168293	06/07/2023	ALBANY COMMUNITY FOUNDATION	Payroll deductions	\$ 5.00
EFT167881	22/06/2023	ALBANY COMMUNITY HOSPICE	Payroll deductions	\$ 15.00
EFT168285	06/07/2023	ALBANY COMMUNITY HOSPICE	Payroll deductions	\$ 15.00
EFT168289	06/07/2023	ALBANY COMMUNITY RADIO	Advertising	\$ 207.90
EFT168351	06/07/2023	ALBANY ENGINEERING COMPANY	Weighbridge Repairs / Maintenance	\$ 250.89
EFT167979	22/06/2023	ALBANY EVENT HIRE	Event Hire	\$ 3,262.39
EFT168172	29/06/2023	ALBANY EVENT HIRE	Event Hire	\$ 132.00
EFT168391	06/07/2023	ALBANY EVENT HIRE	Event Hire	\$ 1,008.65
EFT168556	13/07/2023	ALBANY EVENT HIRE	Event Hire	\$ 302.00
EFT167877	22/06/2023	ALBANY FENCING CONTRACTORS	Fencing Supply And Install C23006(A)	\$ 63,717.50
EFT168282	06/07/2023	ALBANY FENCING CONTRACTORS	Fencing Supply And Install C23006(A)	\$ 71,327.27
EFT167879	22/06/2023	ALBANY HYDRAULICS	Plant Parts And Repairs	\$ 29.95
EFT168061	29/06/2023	ALBANY HYDRAULICS	Plant Parts And Repairs	\$ 612.89
EFT168284	06/07/2023	ALBANY HYDRAULICS	Plant Parts And Repairs	\$ 697.90
EFT168467	13/07/2023	ALBANY HYDRAULICS	Plant Parts And Repairs	\$ 82.12
EFT168065	29/06/2023	ALBANY INDOOR PLANT HIRE AND SALES	Hire Of Indoor Plants	\$ 513.70
EFT168286	06/07/2023	ALBANY INDOOR PLANT HIRE AND SALES	Hire Of Indoor Plants	\$ 275.28
EFT167887	22/06/2023	ALBANY IRRIGATION & DRILLING	Irrigation Materials / Maintenance	\$ 31,963.86
EFT168070	29/06/2023	ALBANY IRRIGATION & DRILLING	Irrigation Materials / Maintenance	\$ 15,334.35
EFT168292	06/07/2023	ALBANY IRRIGATION & DRILLING	Irrigation Materials / Maintenance	\$ 3,428.72
EFT168547	13/07/2023	ALBANY ITALIAN CLUB INCORPORATED	Cooking Classes	\$ 775.00
EFT168024	22/06/2023	ALBANY LOCK & SECURITY	Locksmith / Security Services	\$ 1,084.83

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168242	29/06/2023	ALBANY LOCK & SECURITY	Locksmith / Security Services PSP008	\$ 40,727.67
EFT168440	06/07/2023	ALBANY LOCK & SECURITY	Locksmith / Security Services	\$ 434.44
EFT168601	13/07/2023	ALBANY LOCK & SECURITY	Locksmith / Security Services	\$ 227.96
EFT168291	06/07/2023	ALBANY MILK DISTRIBUTORS	Milk Delivery	\$ 452.19
EFT168472	13/07/2023	ALBANY MILK DISTRIBUTORS	Milk Delivery	\$ 281.28
EFT168071	29/06/2023	ALBANY MOUNTAIN BIKE CLUB INC	Sponsorships / Grants	\$ 1,000.00
EFT168295	06/07/2023	ALBANY MOUNTAIN BIKE CLUB INC	Sponsorships / Grants	\$ 7,500.00
EFT167993	22/06/2023	ALBANY NEWS DELIVERY	Newspaper Delivery	\$ 103.86
EFT168191	29/06/2023	ALBANY NEWS DELIVERY	Newspaper Delivery	\$ 106.46
EFT168404	06/07/2023	ALBANY NEWS DELIVERY	Newspaper Delivery	\$ 123.80
EFT168570	13/07/2023	ALBANY NEWS DELIVERY	Newspaper Delivery	\$ 105.74
EFT167885	22/06/2023	ALBANY OFFICE PRODUCTS DEPOT	Stationery / Office Supplies	\$ 1,114.40
EFT168069	29/06/2023	ALBANY OFFICE PRODUCTS DEPOT	Stationery / Office Supplies	\$ 1,635.11
EFT168290	06/07/2023	ALBANY OFFICE PRODUCTS DEPOT	Stationery / Office Supplies	\$ 1,785.55
EFT168471	13/07/2023	ALBANY OFFICE PRODUCTS DEPOT	Stationery / Office Supplies	\$ 374.60
EFT167883	22/06/2023	ALBANY PANEL BEATERS & SPRAY PAINTERS	Vehicle Repairs	\$ 640.00
EFT167886	22/06/2023	ALBANY PLASTERBOARD COMPANY	Transport Services	\$ 880.00
EFT168001	22/06/2023	ALBANY PLUMBING AND GAS	Plumbing Services C21006	\$ 392.95
EFT168204	29/06/2023	ALBANY PLUMBING AND GAS	Plumbing Services C21006	\$ 6,217.30
EFT168415	06/07/2023	ALBANY PLUMBING AND GAS	Plumbing Services C21006	\$ 8,268.86
EFT168581	13/07/2023	ALBANY PLUMBING AND GAS	Plumbing Services C21006	\$ 21,447.75
EFT168452	06/07/2023	WILSON BREWING	Stock Items - Town Hall	\$ 140.14
EFT168184	29/06/2023	ALBANY RADIO COMMUNICATIONS	Plant Parts And Repairs	\$ 4,534.25
EFT168398	06/07/2023	ALBANY RADIO COMMUNICATIONS	Plant Parts And Repairs	\$ 4,620.87
EFT168294	06/07/2023	ALBANY RECORDS MANAGEMENT	Storage Fees	\$ 1,304.00
EFT167882	22/06/2023	ALBANY RETRAVISION	Office Appliances / IT Equipment	\$ 5,497.66
EFT168066	29/06/2023	ALBANY RETRAVISION	Office Appliances / IT Equipment	\$ 566.00
EFT168469	13/07/2023	ALBANY RETRAVISION	Office Appliances / IT Equipment	\$ 4,672.00
EFT168216	29/06/2023	ALBANY ROLLER DERBY LEAGUE	Community Leadership Grant	\$ 500.00
EFT167925	22/06/2023	ALBANY SIGNS	Sign Printing / Supply	\$ 847.00
EFT168109	29/06/2023	ALBANY SIGNS	Sign Printing / Supply	\$ 26,004.00
EFT168337	06/07/2023	ALBANY SIGNS	Sign Printing / Supply	\$ 9,652.50
EFT168508	13/07/2023	ALBANY SIGNS	Sign Printing / Supply	\$ 1,309.00
EFT168329	06/07/2023	ALBANY SKIPS AND WASTE SERVICES	Waste Disposal Services	\$ 542.50

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168072	29/06/2023	ALBANY STAINLESS STEEL	Grounds Maintenance Materials	\$ 3,326.40
EFT168064	29/06/2023	ALBANY SWEEP CLEAN	Sweeping Services C18007	\$ 5,573.00
EFT167878	22/06/2023	ALBANY TOYOTA	Vehicle Maintenance	\$ 575.00
EFT168059	29/06/2023	ALBANY TOYOTA	Vehicle Purchase P22045 & Vehicle Maintenance	\$ 50,569.91
EFT168283	06/07/2023	ALBANY TOYOTA	Vehicle Maintenance	\$ 295.00
EFT168255	29/06/2023	ALBANY TYREPOWER	Tyre Supply / Maintenance	\$ 2,360.00
EFT168449	06/07/2023	ALBANY TYREPOWER	Tyre Supply / Maintenance	\$ 5,801.60
EFT168608	13/07/2023	ALBANY TYREPOWER	Tyre Supply / Maintenance	\$ 199.00
EFT168037	22/06/2023	ALBANY UPHOLSTERY SERVICE	Upholstery Services	\$ 550.00
EFT167880	22/06/2023	ALBANY V-BELT AND RUBBER	Plant Parts And Repairs	\$ 1,968.06
EFT168063	29/06/2023	ALBANY V-BELT AND RUBBER	Plant Parts And Repairs	\$ 204.79
EFT168468	13/07/2023	ALBANY V-BELT AND RUBBER	Plant Parts And Repairs	\$ 1,633.07
EFT168307	06/07/2023	ALBANY VEGETABLES EXPORT GROWERS	Catering	\$ 180.66
EFT168609	13/07/2023	ALBANY VETERINARY HOSPITAL PTY LTD	Veterinary Services	\$ 210.00
EFT167884	22/06/2023	ALBANY WINDOWS	Glazing Services	\$ 4,225.00
EFT168068	29/06/2023	ALBANY WINDOWS	Building Maintenance Materials	\$ 966.00
EFT168386	06/07/2023	ALBANY WORLD OF CARS	Plant Parts And Repairs	\$ 818.69
EFT167889	22/06/2023	ALINTA	Gas Charges	\$ 147.00
EFT168060	29/06/2023	ALL TECH MECHANICAL	Vehicle Parts / Maintenance	\$ 40.00
EFT168297	06/07/2023	ALL TRUCK SPARES	Plant Parts And Repairs	\$ 26.44
EFT168074	29/06/2023	ALLAMBIE PARK CEMETERY	Annual Contribution	\$ 67,177.90
EFT168114	29/06/2023	AMANDA CRUSE	Councillor Allowance	\$ 3,001.67
EFT167912	22/06/2023	AMPOL AUSTRALIA PETROLEUM PTY LTD	Diesel Delivery	\$ 30,278.45
EFT168100	29/06/2023	AMPOL AUSTRALIA PETROLEUM PTY LTD	Diesel Delivery	\$ 24,862.65
EFT168495	13/07/2023	AMPOL AUSTRALIA PETROLEUM PTY LTD	Diesel Delivery	\$ 27,483.32
EFT167911	22/06/2023	AMPOL LIMITED	Fuel Purchases	\$ 7,209.88
EFT168327	06/07/2023	AMPOL LIMITED	Fuel Purchases	\$ 5,878.86
EFT168520	13/07/2023	ANGELA EDWARDS	Cleaning Services Q21020	\$ 1,525.00
EFT168279	06/07/2023	ANNE BANKS-MCALLISTER CONSULTING	Consulting Fees	\$ 8,464.50
EFT167955	22/06/2023	APPLIED INDUSTRIAL TECHNOLOGIES	Plant Parts And Repairs	\$ 221.21
EFT168362	06/07/2023	APPLIED INDUSTRIAL TECHNOLOGIES	Plant Parts And Repairs	\$ 209.89
EFT167892	22/06/2023	AQUABUBBLER	Plant Parts And Repairs	\$ 489.50
EFT168475	13/07/2023	ARDESS NURSERY	Vegetation Management Materials	\$ 502.40
EFT167872	22/06/2023	ARRB GROUP LTD	Staff Training	\$ 3,330.00

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT167997	22/06/2023	ARTS AND CULTURE TRUST T/A PERTH	Tech Services	\$ 236.28
EFT168301	06/07/2023	ARTSOUTHWA INCORPORATED	Sponsorship Payment	\$ 10,000.00
EFT168302	06/07/2023	ASCENTIVE PTY LTD	Team Building Session	\$ 495.00
EFT167893	22/06/2023	ATC WORK SMART	Casual Labour / Apprentices	\$ 31,947.99
EFT168076	29/06/2023	ATC WORK SMART	Casual Labour / Apprentices	\$ 17,511.90
EFT168303	06/07/2023	ATC WORK SMART	Casual Labour / Apprentices	\$ 18,261.18
EFT168476	13/07/2023	ATC WORK SMART	Casual Labour / Apprentices	\$ 14,860.17
EFT168078	29/06/2023	AURORA ENVIRONMENTAL ALBANY	Environmental Consultancy Services	\$ 376.75
EFT167896	22/06/2023	AUSCOINWEST	Stock Items Visitor Centre / Forts Store	\$ 600.05
EFT167891	22/06/2023	AUSSIE OUTBACK SUPPLIES PTY LTD	Fire Safety Supplies	\$ 4,726.04
EFT168477	13/07/2023	AUSTRALIA POST	Postage	\$ 1,533.04
EFT167897	22/06/2023	AUSTRALIAN CRUISE ASSOCIATION	Membership Renewal	\$ 2,413.40
EFT168300	06/07/2023	AUSTRALIAN PARKING & REVENUE CONTROL	Fee Pillar Charges	\$ 141.24
EFT167895	22/06/2023	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	\$ 1,518.00
EFT168305	06/07/2023	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	\$ 1,520.00
EFT167894	22/06/2023	AUSTRALIAN TAXATION OFFICE	Payroll deductions	\$ 223,461.00
EFT168304	06/07/2023	AUSTRALIAN TAXATION OFFICE	Payroll deductions	\$ 222,671.00
EFT167938	22/06/2023	AUSTRALIAN TRAINING MANAGEMENT PTY LTD	Staff Training	\$ 325.00
EFT168124	29/06/2023	AUSTRALIAN TRAINING MANAGEMENT PTY LTD	Staff Training	\$ 650.00
EFT168306	06/07/2023	AUSTRALIA'S SOUTH WEST INCORPORATED	Marketing / Sponsorship	\$ 5,500.00
EFT168478	13/07/2023	AUSTRALIA'S SOUTH WEST INCORPORATED	Marketing / Sponsorship	\$ 16,500.00
EFT167930	22/06/2023	AWESOME ABORIGINAL CONSULTANCY	Cultural Display	\$ 2,000.00
EFT168115	29/06/2023	AWESOME ABORIGINAL CONSULTANCY	Artwork Sales	\$ 2,791.06
EFT167903	22/06/2023	B O'MEARA	Staff Reimbursement	\$ 446.87
EFT168308	06/07/2023	BADGEMATE	Badge Printing Services	\$ 56.54
EFT168479	13/07/2023	BADGEMATE	Badge Printing Services	\$ 151.43
EFT168310	06/07/2023	BARRICADES MEDIA PTY LTD	Advertising	\$ 1,605.00
EFT168340	06/07/2023	BARRY CRITCHISON	EAP Services	\$ 2,400.00
EFT168421	06/07/2023	BASKETBALL RINGLEADER	Sporting Equipment	\$ 1,430.00
EFT168312	06/07/2023	BAYCORP WA PTY LTD	Poundage Fees	\$ 786.57
EFT168482	13/07/2023	BAYCORP WA PTY LTD	Poundage Fees	\$ 1,495.07
EFT167899	22/06/2023	BECK AND CALL COFFEE	Lease / Consumable Charges	\$ 556.59
EFT168081	29/06/2023	BENARA NURSERIES	Plant Purchases	\$ 2,028.84
EFT168082	29/06/2023	BENNETTS BATTERIES	Plant Parts And Repairs	\$ 1,542.64

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168313	06/07/2023	BENNETTS BATTERIES	Plant Parts And Repairs	\$ 1,254.00
EFT167902	22/06/2023	BERTOLA HIRE ALBANY PTY LTD	Plant And Equipment Hire	\$ 286.00
EFT168086	29/06/2023	BERTOLA HIRE ALBANY PTY LTD	Plant And Equipment Hire	\$ 242.00
EFT168483	13/07/2023	BERTOLA HIRE ALBANY PTY LTD	Plant And Equipment Hire	\$ 3,058.00
EFT168087	29/06/2023	BEST OFFICE SYSTEMS	IT Equipment C21016	\$ 1,270.50
EFT168484	13/07/2023	BIG SKY PUBLISHING	Stock Items - Forts Store	\$ 765.43
EFT167904	22/06/2023	BIO DIVERSE SOLUTIONS	Bore Installation And Water Testing Q22005	\$ 2,717.95
EFT168316	06/07/2023	BLACK AND WHITE CONCRETING	Building Services	\$ 4,225.00
EFT168090	29/06/2023	BLOOMIN FLOWERS SPENCER PARK	Floral Arrangements / Workshop Presentation	\$ 88.00
EFT168317	06/07/2023	BLOOMIN FLOWERS SPENCER PARK	Floral Arrangements / Workshop Presentation	\$ 80.00
EFT168485	13/07/2023	BLOOMIN FLOWERS SPENCER PARK	Floral Arrangements / Workshop Presentation	\$ 700.00
EFT168153	29/06/2023	BLUE RIBBON STAINLESS	Display Materials	\$ 294.00
EFT168095	29/06/2023	BLUE SKY RENEWABLES PTY LTD	Plant Purchases / Thermal Energy Supply P17026	\$ 67,117.75
EFT168489	13/07/2023	BLUE SKY RENEWABLES PTY LTD	Plant Purchases	\$ 4,203.32
EFT168486	13/07/2023	BOC GASES AUSTRALIA LIMITED	Container Service	\$ 80.48
EFT168487	13/07/2023	BOLINDA PUBLISHING PTY LTD	Audiobooks For Library	\$ 62.63
EFT168488	13/07/2023	BOOEASY AUSTRALIA PTY LTD	Bookeasy Bookings	\$ 472.56
EFT167906	22/06/2023	BORNHOLM KRONKUP COMMUNITY CENTRE	Rural Community Halls Grant Funding	\$ 5,000.00
EFT168319	06/07/2023	BP BIRD PLUMBING & GAS PTY LTD	Plant Maintenance	\$ 124.00
EFT168092	29/06/2023	BRAND CANDY PTY LTD	Custom Rock Candy	\$ 603.00
EFT168199	29/06/2023	BRAYDEN JOHN PARKER	Lawn Mowing	\$ 340.00
EFT168093	29/06/2023	BROOKS HIRE SERVICE PTY LTD	Plant And Equipment Hire	\$ 3,237.35
EFT168320	06/07/2023	BROOKS HIRE SERVICE PTY LTD	Plant And Equipment Hire	\$ 922.94
EFT168390	06/07/2023	BUCHER MUNICIPAL PTY LTD	Vehicle Parts / Maintenance	\$ 754.03
EFT168555	13/07/2023	BUCHER MUNICIPAL PTY LTD	Vehicle Parts / Maintenance	\$ 1,980.20
EFT168096	29/06/2023	BUFF N POLISH	Vehicle Cleaning	\$ 220.00
EFT168491	13/07/2023	BUILDING AND CONSTRUCTION INDUSTRY	BCITF Levy	\$ 9,186.55
EFT168322	06/07/2023	BULLIVANTS HANDLING SAFETY	Inspection Services	\$ 1,943.80
EFT168323	06/07/2023	BULLSEYE PLUMBING & GAS	Hydro Jetting Services Q21038	\$ 11,400.00
EFT167908	22/06/2023	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$ 1,616.86
EFT168097	29/06/2023	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$ 1,069.06
EFT168324	06/07/2023	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$ 247.60
EFT168492	13/07/2023	BUNNINGS GROUP LIMITED	Hardware Supplies / Tools	\$ 571.52
EFT168326	06/07/2023	BURDENS AUSTRALIA PTY LTD	Street Furniture	\$ 20,822.40



**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168325	06/07/2023	BURSON AUTO PARTS	Vehicle Parts / Maintenance	\$ 118.14
EFT167909	22/06/2023	BUSY BLUE BUS	Tours Sold On Rezdy	\$ 176.80
EFT168493	13/07/2023	C & C MACHINERY CENTRE	Plant Parts And Repairs	\$ 407.80
EFT167973	22/06/2023	C KNEEBONE	Staff Reimbursement	\$ 59.80
EFT167981	22/06/2023	C MCCANDLESS	Refund	\$ 150.00
EFT168502	13/07/2023	C MOFFAT	Refund	\$ 115.50
EFT167910	22/06/2023	CABCHARGE PAYMENTS PTY LTD	Taxi Fares	\$ 1,252.35
EFT168099	29/06/2023	CAITLIN SOPP PSYCHOLOGY	EAP Services	\$ 258.50
EFT168494	13/07/2023	CAITLIN SOPP PSYCHOLOGY	EAP Services	\$ 255.00
EFT167915	22/06/2023	CAM MANAGEMENT SOLUTIONS (CAMMS)	Software Subscription	\$ 26,070.00
EFT167913	22/06/2023	CAMLYN SPRINGS	Water Refills	\$ 240.00
EFT168497	13/07/2023	CAMLYN SPRINGS	Water Refills	\$ 120.00
EFT168101	29/06/2023	CAMTRANS ALBANY PTY LTD	Delivery Services	\$ 1,650.00
EFT168496	13/07/2023	CAMTRANS ALBANY PTY LTD	Delivery Services	\$ 1,650.00
EFT168498	13/07/2023	CARAVAN INDUSTRY ASSOCIATION WA	Annual Membership	\$ 550.00
EFT168075	29/06/2023	CARMEL ANDERSON T/AS SELAH COUNSELLING	EAP Services	\$ 150.00
EFT168298	06/07/2023	CARMEL ANDERSON T/AS SELAH COUNSELLING	EAP Services	\$ 150.00
EFT168103	29/06/2023	CATALYSE RESEARCH & STRATEGY	Professional Services	\$ 18,854.00
EFT168330	06/07/2023	CBD ARCHITECTS PTY LTD	Design Services Q22051	\$ 10,867.87
EFT168105	29/06/2023	CENTENNIAL STADIUM INC	Electricity Charges	\$ 328.08
EFT167917	22/06/2023	CENTIGRADE SERVICES PTY LTD	Air Con Maintenance Services C21008	\$ 202.77
EFT168104	29/06/2023	CENTIGRADE SERVICES PTY LTD	Air Con Maintenance Services C21008	\$ 8,032.15
EFT168331	06/07/2023	CENTIGRADE SERVICES PTY LTD	Air Con Maintenance Services C21008	\$ 865.42
EFT168500	13/07/2023	CENTIGRADE SERVICES PTY LTD	Air Con Maintenance Services C21008	\$ 2,965.83
EFT167916	22/06/2023	CENTRAL ANIMAL RECORDS (AUST) PTY LTD	Microchip Subscription	\$ 9.95
EFT167933	22/06/2023	CGS QUALITY CLEANING	Cleaning Services C14036	\$ 305.80
EFT168343	06/07/2023	CGS QUALITY CLEANING	Cleaning Services C14036	\$ 104,803.12
EFT168513	13/07/2023	CGS QUALITY CLEANING	Cleaning Services C14036	\$ 258.06
EFT167919	22/06/2023	CHILD SUPPORT AGENCY	Payroll deductions	\$ 850.08
EFT168332	06/07/2023	CHILD SUPPORT AGENCY	Payroll deductions	\$ 1,142.76
EFT168250	29/06/2023	CHRIS THOMSON	Councillor Allowance	\$ 3,001.67
EFT167920	22/06/2023	CHRISEA DESIGNS	Stock Items - Box Office	\$ 138.00
EFT168333	06/07/2023	CINEFEST OZ	Event Supplies	\$ 675.14
EFT168106	29/06/2023	CIVICA PTY LTD	Licence, Support & Maintenance	\$ 903.85

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168503	13/07/2023	CLARK EQUIPMENT SALES PTY LTD	Vehicle Parts / Maintenance	\$ 293.94
EFT168501	13/07/2023	CLAUDIA SIMPSON	Fitness Class Presentation	\$ 780.00
EFT167921	22/06/2023	CLEANAWAY PTY LIMITED	Waste Disposal Services P20020 / P14021	\$ 352,666.69
EFT168504	13/07/2023	CLEANAWAY PTY LIMITED	Waste Disposal Services P20020 / P14021	\$ 693,590.35
EFT168287	06/07/2023	COASTAL CRANES ALBANY	Plant And Equipment Hire	\$ 1,441.00
EFT168470	13/07/2023	COASTAL CRANES ALBANY	Plant And Equipment Hire	\$ 396.00
EFT167923	22/06/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering Supplies	\$ 465.91
EFT168107	29/06/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering Supplies	\$ 1,126.81
EFT168334	06/07/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering Supplies	\$ 451.64
EFT168506	13/07/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering Supplies	\$ 147.89
EFT167928	22/06/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering Supplies	\$ 478.15
EFT168510	13/07/2023	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries / Catering Supplies	\$ 500.95
EFT168274	30/06/2023	COMMONWEALTH BANK OF AUSTRALIA	Loan Payment	\$ 36,264.24
EFT168335	06/07/2023	COMMUNITY INFORMATION SUPPORT SERVICES	Annual Membership Payment	\$ 12,120.00
EFT167951	22/06/2023	CORPORATE FIRST AID AUSTRALIA	Course Fees	\$ 318.00
EFT167926	22/06/2023	CREATIONS HOMES PTY LTD	Building Maintenance Services C21015	\$ 280.00
EFT168113	29/06/2023	CREATIONS HOMES PTY LTD	Building Maintenance Services C21015	\$ 15,475.44
EFT168339	06/07/2023	CREATIONS HOMES PTY LTD	Building Maintenance Services C21015	\$ 16,839.20
EFT168509	13/07/2023	CREATIONS HOMES PTY LTD	Building Maintenance Services C21015	\$ 29,516.58
EFT168112	29/06/2023	CREATIVE SPACES	Professional Services	\$ 5,073.75
EFT168117	29/06/2023	D & K ENGINEERING	Vehicle Maintenance	\$ 2,178.55
EFT168165	29/06/2023	D LAWRENCE	Staff Reimbursement	\$ 2,169.25
EFT168387	06/07/2023	D LAWRENCE	Staff Reimbursement	\$ 463.68
EFT168175	29/06/2023	D MARGETIC	Rates Refund	\$ 20.21
EFT167890	22/06/2023	DA CHRISTIE PTY LTD	Grounds Maintenance Materials	\$ 90.20
EFT168551	13/07/2023	DAKOTA GREEN	Artist Fee	\$ 500.00
EFT167931	22/06/2023	DATA #3 LIMITED	Software Renewal	\$ 3,084.38
EFT168318	06/07/2023	DAVID BOMBA	Author Fee	\$ 1,000.00
EFT168210	29/06/2023	DAVID RASTRICK	Performance Fee	\$ 750.00
EFT168111	29/06/2023	DELMA BAESJOU	Councillor Allowance	\$ 3,001.67
EFT168201	29/06/2023	DELTA AGRIBUSINESS T/A PETER GRAHAM CO	Hardware Supplies / Tools	\$ 518.60
EFT168518	13/07/2023	DELYS JANE MOURITZ	Author Fee	\$ 500.00
EFT168263	29/06/2023	DENNIS WELLINGTON	Mayoral Allowance	\$ 12,020.93
EFT167934	22/06/2023	DEPARTMENT OF BIODIVERSITY	ASC Passes	\$ 2,169.00

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168118	29/06/2023	DEPARTMENT OF BIODIVERSITY	ASC Passes	\$ 1,495.00
EFT167943	22/06/2023	DEPARTMENT OF FIRE AND EMERGENCY	ESL Payment Q4 Fy22/23	\$ 419,618.72
EFT168514	13/07/2023	DEPARTMENT OF LOCAL GOVERNMENT	Holiday Program	\$ 51.00
EFT168321	06/07/2023	DEPARTMENT OF MINES, INDUSTRY REG	BSL Levy	\$ 19,030.60
EFT168054	29/06/2023	DEPARTMENT OF TRANSPORT	Vehicle Registrations / Disclosure of Information Fees	\$ 59,078.50
EFT168515	13/07/2023	DEPARTMENT OF TRANSPORT	Vehicle Registrations / Disclosure of Information Fees	\$ 24.60
EFT167935	22/06/2023	DEPARTMENT OF TRANSPORT	Licence Renewal	\$ 45.10
EFT168346	06/07/2023	DESIGNER DIRT PTY LTD	Gift Voucher	\$ 70.00
EFT168562	13/07/2023	DIANA LOUISE MILLER	Stock Items - Visitor Centre	\$ 600.00
EFT168120	29/06/2023	DIRT HIGH PROMOTIONS	Consultancy Services	\$ 2,709.00
EFT167936	22/06/2023	DISCOVERY BAY TOURISM PRECINCT LTD	Rezdy Sales	\$ 51.00
EFT168121	29/06/2023	DISCOVERY BAY TOURISM PRECINCT LTD	Rezdy Sales	\$ 95.00
EFT168122	29/06/2023	DJL ELECTRICAL CONTRACTING	Testing And Tagging Services Q21057	\$ 5,989.60
EFT168347	06/07/2023	DJL ELECTRICAL CONTRACTING	Testing And Tagging Services Q21057	\$ 996.52
EFT168517	13/07/2023	DJL ELECTRICAL CONTRACTING	Testing And Tagging Services Q21057	\$ 3,337.74
EFT168348	06/07/2023	DOG ROCK MOTEL	Accommodation - Bicentenary Strategic Meeting	\$ 374.40
EFT168123	29/06/2023	DYLAN'S ON THE TERRACE	Catering	\$ 294.00
EFT167937	22/06/2023	DYNAMIC GIFT INTERNATIONAL PTY LTD	Promotional Products	\$ 515.90
EFT168227	29/06/2023	E & J SMITH	Rates Refund	\$ 700.00
EFT168125	29/06/2023	E DERKATCH	Crossover	\$ 782.00
EFT167976	22/06/2023	E LOVERIDGE	Reusable Nappy Incentive	\$ 69.38
EFT167939	22/06/2023	EASI PACKAGING PTY LTD	Payroll deductions	\$ 11,987.46
EFT168350	06/07/2023	EASI PACKAGING PTY LTD	Payroll deductions	\$ 11,987.46
EFT168534	13/07/2023	EJ & CF GOODCHILD	Refund	\$ 3,700.00
EFT168522	13/07/2023	ELLEKER GENERAL STORE AND TAVERN	Fuel Purchases	\$ 582.12
EFT168521	13/07/2023	ELLENBY PTY LTD	Tree Purchases	\$ 3,344.00
EFT168523	13/07/2023	EMMA WILLIAMSON	Local Design Review Services	\$ 875.00
EFT168352	06/07/2023	ERGOLINK	Ergonomic Equipment	\$ 10,451.28
EFT167940	22/06/2023	E-STRALIAN PTY LTD T/A SPARQUE	E-Bike Leasing	\$ 494.02
EFT168353	06/07/2023	E-STRALIAN PTY LTD T/A SPARQUE	E-Bike Leasing	\$ 494.02
EFT168354	06/07/2023	ETS VEGETATION MANAGEMENT PTY LTD	Reserves Maintenance	\$ 35,785.00
EFT168050	22/06/2023	EVE YOUNG	Stock Items - Box Office	\$ 95.73
EFT168355	06/07/2023	EVERTRANS	Plant Purchases	\$ 49,860.00
EFT167942	22/06/2023	EYERITE SIGNS	Sign Printing / Supply	\$ 2,488.75

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168126	29/06/2023	EYERITE SIGNS	Sign Printing / Supply	\$ 4,779.17
EFT168356	06/07/2023	EYERITE SIGNS	Sign Printing / Supply	\$ 455.40
EFT168525	13/07/2023	F E TECHNOLOGIES PTY LTD	Self-Service Library Supply / Install	\$ 5,691.95
EFT168127	29/06/2023	FIRE & SAFETY WA	Fire Safety PPE	\$ 9,023.98
EFT167961	22/06/2023	FIRST NATIONAL REAL ESTATE	Rent Charges	\$ 200.00
EFT168128	29/06/2023	FLEET NETWORK	Novated Lease Charges	\$ 1,618.54
EFT168526	13/07/2023	FLEET NETWORK	Novated Lease Charges	\$ 1,618.54
EFT168129	29/06/2023	FLIPS ELECTRICS	Electrical Services Q22048	\$ 1,193.50
EFT168357	06/07/2023	FLIPS ELECTRICS	Electrical Services Q22048	\$ 1,347.50
EFT168527	13/07/2023	FLIPS ELECTRICS	Electrical Services Q22048	\$ 410.30
EFT168528	13/07/2023	FOXTEL MANAGEMENT PTY LTD	Foxtel	\$ 440.00
EFT168529	13/07/2023	FREMANTLE ARTS CENTRE PRESS	Stock Items - Forts Store	\$ 467.86
EFT168519	13/07/2023	G & K DOWNHAM	Crossover	\$ 260.85
EFT167948	22/06/2023	G & M DETERGENTS & HYGIENE	Hygiene Services Q22034	\$ 207.60
EFT168132	29/06/2023	G & M DETERGENTS & HYGIENE	Hygiene Services Q22034	\$ 3,663.84
EFT168359	06/07/2023	G & M DETERGENTS & HYGIENE	Hygiene Services Q22034	\$ 106.40
EFT168531	13/07/2023	G & M DETERGENTS & HYGIENE	Hygiene Services Q22034	\$ 4,253.84
EFT167984	22/06/2023	G MCSWEENEY	Refund	\$ 60.00
EFT168530	13/07/2023	G SCHELBACH	Refund	\$ 42.00
EFT168130	29/06/2023	GALLERY WORKS	Stock Items - Forts Store	\$ 990.00
EFT168140	29/06/2023	GHD PTY LTD	Design Services C22004	\$ 104,837.70
EFT168539	13/07/2023	GHD PTY LTD	Consultancy Services P23005	\$ 4,087.60
EFT167946	22/06/2023	GIBSON INTERNATIONAL LTD	NAC Reflection Pool Redevelopment	\$ 86,878.88
EFT168131	29/06/2023	GLENN'S HEAVY RECOVERY & TOWING	Vehicle Recovery Services	\$ 302.50
EFT167947	22/06/2023	GLOBAL INTEGRATED SOLUTIONS LIMITED	Car Parking Subscription / Credit Card Fees	\$ 273.21
EFT168358	06/07/2023	GLOBAL INTEGRATED SOLUTIONS LIMITED	Car Parking Subscription / Credit Card Fees	\$ 22.55
EFT168532	13/07/2023	GNEISS DESIGN	Video Editing Services	\$ 1,000.00
EFT168533	13/07/2023	GOODYEAR AUTOCARE ALBANY	Vehicle Parts / Maintenance	\$ 3,270.00
EFT167950	22/06/2023	GRANDE FOOD SERVICE PTY LTD	Stock Items - Town Hall	\$ 363.54
EFT167958	22/06/2023	GREAT SOUTHERN BOUNDARIES	Supply And Install Fencing	\$ 3,861.00
EFT168137	29/06/2023	GREAT SOUTHERN BOUNDARIES	Supply And Install Fencing C23006 (B)	\$ 29,054.50
EFT167956	22/06/2023	GREAT SOUTHERN DISTILLING COMPANY	Stock Items - Town Hall	\$ 328.02
EFT168536	13/07/2023	GREAT SOUTHERN LANDSCAPING & IRRIGATION	Landscaping Works	\$ 54,290.23
EFT167957	22/06/2023	GREAT SOUTHERN LIQUID WASTE	Liquid Waste Disposal Services C22028	\$ 1,587.85

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168136	29/06/2023	GREAT SOUTHERN LIQUID WASTE	Liquid Waste Disposal Services C22009	\$ 1,615.00
EFT168363	06/07/2023	GREAT SOUTHERN LIQUID WASTE	Liquid Waste Disposal Services C22009	\$ 5,582.50
EFT168341	06/07/2023	GREAT SOUTHERN REGIONAL CRICKET	Grant Payment	\$ 54,963.70
EFT168234	29/06/2023	GREAT SOUTHERN STORM FOOTBALL	Community Leadership Grant	\$ 1,000.00
EFT167954	22/06/2023	GREAT SOUTHERN SUPPLIES	Uniforms / PPE / Cleaning / Hygiene Supplies	\$ 2,357.03
EFT168135	29/06/2023	GREAT SOUTHERN SUPPLIES	Uniforms / PPE / Cleaning / Hygiene Supplies	\$ 12,604.98
EFT168361	06/07/2023	GREAT SOUTHERN SUPPLIES	Uniforms / PPE / Cleaning / Hygiene Supplies	\$ 4,119.86
EFT168535	13/07/2023	GREAT SOUTHERN SUPPLIES	Uniforms / PPE / Cleaning / Hygiene Supplies	\$ 998.98
EFT168344	06/07/2023	GREAT SOUTHERN TOURISM EVENTS	Sponsorship Payment	\$ 5,500.00
EFT168080	29/06/2023	GREAT SOUTHERN TREE CARE PTY LTD	Vegetation Management Services C21005(B)	\$ 2,730.00
EFT168311	06/07/2023	GREAT SOUTHERN TREE CARE PTY LTD	Vegetation Management Services C21005(B)	\$ 4,866.00
EFT168481	13/07/2023	GREAT SOUTHERN TREE CARE PTY LTD	Vegetation Management Services C21005(B)	\$ 13,356.00
EFT167953	22/06/2023	GREEN SKILLS INCORPORATED	Vegetation Management Services C19011	\$ 3,980.69
EFT168134	29/06/2023	GREEN SKILLS INCORPORATED	Vegetation Management Services C19011	\$ 30,205.24
EFT168241	29/06/2023	GREGORY BRIAN STOCKS	Councillor Allowance	\$ 3,001.67
EFT167959	22/06/2023	GREYBIRD MEDIA	Advertising	\$ 1,573.00
EFT168139	29/06/2023	GSM AUTO ELECTRICAL	Vehicle Parts / Maintenance	\$ 56.00
EFT168505	13/07/2023	GULL ROCK CONSTRUCTIONS	Construction Services Q22011	\$ 3,355.66
EFT168144	29/06/2023	H+H ARCHITECTS	Architectural Services Q22018	\$ 16,434.00
EFT168370	06/07/2023	H+H ARCHITECTS	Architectural Services Q22018	\$ 9,460.00
EFT167999	22/06/2023	HANSON CONSTRUCTION MATERIALS	Concrete Supplies / Products C22007	\$ 1,157.31
EFT168202	29/06/2023	HANSON CONSTRUCTION MATERIALS	Concrete Supplies / Products C22007	\$ 4,065.78
EFT168414	06/07/2023	HANSON CONSTRUCTION MATERIALS	Concrete Supplies / Products C22007	\$ 1,322.90
EFT168579	13/07/2023	HANSON CONSTRUCTION MATERIALS	Concrete Supplies / Products C22007	\$ 1,358.02
EFT168540	13/07/2023	HARDIE GRANT MEDIA	Advertising	\$ 660.00
EFT168364	06/07/2023	HARLEY DYKSTRA PTY LTD	Surveying Services	\$ 2,640.00
EFT168542	13/07/2023	HARVEY NORMAN AV/IT ALBANY	IT Equipment	\$ 249.00
EFT168541	13/07/2023	HAVOC BUILDERS PTY LTD	Building Services	\$ 5,566.00
EFT168490	13/07/2023	HEAD TO TAIL PETS	Animal / Waste Management Supplies	\$ 115.96
EFT168141	29/06/2023	HEMA MAPS PTY LTD	Stock Items - Visitor Centre	\$ 58.31
EFT167963	22/06/2023	HHG LEGAL GROUP	Legal Fees	\$ 4,342.80
EFT168145	29/06/2023	HHG LEGAL GROUP	Legal Fees	\$ 4,222.36
EFT168371	06/07/2023	HHG LEGAL GROUP	Legal Fees	\$ 1,189.10
EFT168544	13/07/2023	HHG LEGAL GROUP	Legal Fees	\$ 2,554.67

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168365	06/07/2023	HIGHWAY WRECKERS	Towing Services	\$ 440.00
EFT168366	06/07/2023	HIMAC ATTACHMENTS	Plant Purchases	\$ 19,189.50
EFT168367	06/07/2023	HISTORY COUNCIL OF WESTERN AUSTRALIA	Corporate Membership	\$ 200.00
EFT168368	06/07/2023	HOBBS PAINTING AND DECORATING	Painting Services Q23019	\$ 29,013.00
EFT167929	22/06/2023	HOLCIM (AUSTRALIA) PTY LTD	Concrete Supplies / Product	\$ 2,031.48
EFT167964	22/06/2023	HUDSON SEWAGE SERVICES	Plant Maintenance Services	\$ 624.91
EFT168146	29/06/2023	HUDSON SEWAGE SERVICES	Plant Maintenance Services	\$ 1,346.34
EFT167967	22/06/2023	ICKY FINKS WAREHOUSE SALES	Art Supplies	\$ 58.97
EFT168148	29/06/2023	ICKY FINKS WAREHOUSE SALES	Art Supplies	\$ 24.18
EFT168372	06/07/2023	ICKY FINKS WAREHOUSE SALES	Art Supplies	\$ 809.47
EFT168149	29/06/2023	ILLUMINATION MANDALAS	Stock Items - Visitor Centre	\$ 355.19
EFT167968	22/06/2023	IMCO AUSTRALASIA PTY LIMITED	Road Maintenance Materials	\$ 2,557.50
EFT168150	29/06/2023	IMCO AUSTRALASIA PTY LIMITED	Road Maintenance Materials	\$ 5,115.00
EFT168151	29/06/2023	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$ 1,698.10
EFT168373	06/07/2023	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$ 1,044.02
EFT168546	13/07/2023	IMPACT SERVICES PTY LTD	Casual Labour / Apprentices	\$ 704.40
EFT168155	29/06/2023	IN SAFE HANDS EDUCATORS IN SAFETY PTY LTD	Staff Training	\$ 55.00
EFT167966	22/06/2023	INDUSTRIAL AUTOMATION	Support Fee	\$ 2,031.70
EFT168154	29/06/2023	INSTANT RACKING	Hardware Supplies / Tools	\$ 938.00
EFT168152	29/06/2023	INSTANT WEIGHING	Recertification Services	\$ 8,558.00
EFT168374	06/07/2023	INSTANT WEIGHING	Recertification Services	\$ 770.00
EFT168375	06/07/2023	ISENTIA PTY LTD	Data Overages	\$ 2,871.00
EFT168611	13/07/2023	IT VISION USER GROUP INC	Subscription Renewal	\$ 770.00
EFT168156	29/06/2023	IVENTURE WA PTY LTD	Pass Resales	\$ 155.42
EFT168537	13/07/2023	J & M GROTH	Rates Refund	\$ 6,437.74
EFT167914	22/06/2023	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C21004 / C22021 / Q22035	\$ 21,445.06
EFT168102	29/06/2023	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C21004 / C22021 / Q22035	\$ 78,021.66
EFT168328	06/07/2023	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C21004 / C22021 / C22021	\$ 90,057.77
EFT168499	13/07/2023	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services Q22035 / C20004 / Q22033 / C21004 / Q18030	\$ 71,425.67
EFT168381	06/07/2023	J BAKURSKI & W BAURSKI T/A KINSHIP	Cleaning Services	\$ 264.00
EFT168538	13/07/2023	J GUAZZELLI	Staff Reimbursement	\$ 24.95
EFT168012	22/06/2023	J SAMSON	Refund	\$ 75.00
EFT168040	22/06/2023	J VILLANUEVA	Rates Refund	\$ 500.00
EFT168041	22/06/2023	J WANT	Staff Reimbursement	\$ 75.45

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT167905	22/06/2023	J. BLACKWOOD & SON PTY LTD	Road Furniture / Hardware Materials	\$ 22,385.09
EFT168089	29/06/2023	J. BLACKWOOD & SON PTY LTD	Road Furniture / Hardware Materials	\$ 715.49
EFT168157	29/06/2023	JACKSON ENVIRONMENT AND PLANNING	Consultancy Services Q22043	\$ 25,555.20
EFT167983	22/06/2023	JAMES EOIN MCRAE	Community Leadership Grant	\$ 500.00
EFT168158	29/06/2023	JAPANESE TRUCK AND BUS SPARES PTY LTD	Plant Parts And Repairs	\$ 935.00
EFT168376	06/07/2023	JCA CONTRACTING SERVICES	Plant And Equipment Hire C22008(F)	\$ 3,672.00
EFT168377	06/07/2023	JEMCO ENGINEERING	Fencing Materials	\$ 1,782.00
EFT168587	13/07/2023	JESSICA RUGGERA	Dance Class Presentation	\$ 3,160.00
EFT167901	22/06/2023	JHODI MAY BENNETT	Artistic Services / Sales	\$ 500.00
EFT168314	06/07/2023	JHODI MAY BENNETT	Artistic Services / Sales	\$ 1,200.30
EFT167944	22/06/2023	JOANNE FRANCIS	Artistic Services / Sales	\$ 669.06
EFT168159	29/06/2023	JOHN KINNEAR AND ASSOCIATES	Surveying Services	\$ 495.00
EFT168220	29/06/2023	JOHN SHANHUN	Councillor Allowance	\$ 3,001.67
EFT168591	13/07/2023	JOHN SHANHUN	Councillor Mileage Claim	\$ 754.77
EFT168049	22/06/2023	JON WOOLF	Animal Collection Services Q21028 / Q23033	\$ 250.00
EFT168271	29/06/2023	JON WOOLF	Animal Collection Services Q21028 / Q23033	\$ 250.00
EFT168460	06/07/2023	JON WOOLF	Animal Collection Services Q21028 / Q23033	\$ 500.00
EFT168620	13/07/2023	JON WOOLF	Animal Collection Services Q21028 / Q23033	\$ 375.00
EFT168379	06/07/2023	JUST A CALL DELIVERIES	Internal Mail Delivery Bags	\$ 1,270.50
EFT168378	06/07/2023	JUST SEW EMBROIDERY	Embroidery Services	\$ 7.70
EFT167974	22/06/2023	K OUTHWAITE	Staff Reimbursement	\$ 41.98
EFT168036	22/06/2023	K UNWIN	Staff Reimbursement	\$ 44.00
EFT167970	22/06/2023	KANGA LOADERS WA	Vehicle Parts / Maintenance	\$ 244.75
EFT168548	13/07/2023	KARMA PAINTBALL	Event Services	\$ 980.00
EFT168380	06/07/2023	KC PSYCHOLOGICAL SERVICES	EAP Services	\$ 2,405.00
EFT168161	29/06/2023	KIM ANGELA TOMLINSON	EAP Services	\$ 280.50
EFT168174	29/06/2023	KIM TANIA MARSDEN	Community Leadership Grant	\$ 500.00
EFT167971	22/06/2023	KLB SYSTEMS	IT Equipment	\$ 11,237.60
EFT168163	29/06/2023	KLB SYSTEMS	IT Equipment	\$ 1,988.80
EFT168382	06/07/2023	KLB SYSTEMS	IT Equipment	\$ 1,694.00
EFT168549	13/07/2023	KLB SYSTEMS	IT Equipment	\$ 221.10
EFT167972	22/06/2023	KMART ALBANY	Exercise / Daycare / Art Supplies / Event Prizes	\$ 442.75
EFT168164	29/06/2023	KMART ALBANY	Exercise / Daycare / Art Supplies / Event Prizes	\$ 183.25
EFT168383	06/07/2023	KMART ALBANY	Exercise / Daycare / Art Supplies / Event Prizes	\$ 331.75

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168550	13/07/2023	KMART ALBANY	Exercise / Daycare / Art Supplies / Event Prizes	\$ 429.00
EFT168384	06/07/2023	KOSTER'S OUTDOOR PTY LTD	Shed Purchase	\$ 6,750.00
EFT168385	06/07/2023	KRYSTA GUILLE PHOTOGRAPHY	Photography Services	\$ 2,399.98
EFT168280	06/07/2023	L ADAMS	Staff Reimbursement	\$ 20.10
EFT168345	06/07/2023	LANDGATE	Interim Valuations	\$ 2,179.29
EFT168032	22/06/2023	LAUREN ANNE TRUSCOTT	Stock Items - Box Office	\$ 94.60
EFT168166	29/06/2023	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(B)	\$ 18,956.31
EFT168388	06/07/2023	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(B)	\$ 654.50
EFT168552	13/07/2023	LGC TRAFFIC MANAGEMENT	Traffic Control C21002(B)	\$ 5,587.47
EFT168567	13/07/2023	LGISWA	Insurance Fy23/24 - Instalment 1	\$ 885,967.71
EFT167918	22/06/2023	LINDA CHAMBERS	Stock Items - Box Office	\$ 144.70
EFT167941	22/06/2023	LINLEY RAE EWEN	Stock Items - Box Office	\$ 21.80
EFT168119	29/06/2023	LISA DIMER	Community Leadership Grant	\$ 500.00
EFT168168	29/06/2023	LIVING TURF	Analysis Services	\$ 528.00
EFT167975	22/06/2023	LOCAL GOVERNMENT PROFESSIONALS WA	Subscription Renewals	\$ 2,810.00
EFT168553	13/07/2023	LOCAL GOVERNMENT PROFESSIONALS WA	Subscription Renewals	\$ 6,486.00
EFT168169	29/06/2023	LOCHNESS LANDSCAPE SERVICES	Vegetation Maintenance Services Q22032 / Q22009	\$ 8,550.00
EFT168389	06/07/2023	LOCHNESS LANDSCAPE SERVICES	Vegetation Maintenance Services Q22032 / Q22009	\$ 33,960.00
EFT167978	22/06/2023	M AND B SALES PTY LTD	Hardware Supplies / Tools	\$ 312.04
EFT168170	29/06/2023	M AND B SALES PTY LTD	Hardware Supplies / Tools	\$ 1,266.85
EFT168554	13/07/2023	M AND B SALES PTY LTD	Hardware Supplies / Tools	\$ 387.88
EFT168181	29/06/2023	M BELL	Staff Reimbursement	\$ 86.17
EFT167969	22/06/2023	M JAEKEL	Refund	\$ 130.00
EFT168177	29/06/2023	M MCKENNA	Staff Reimbursement	\$ 8.98
EFT168397	06/07/2023	M MOIR	Refund	\$ 3,305.94
EFT167977	22/06/2023	M2 TECHNOLOGY PTY LTD	On Hold Service	\$ 402.60
EFT168110	29/06/2023	MALCOLM TRAILL	Councillor Allowance	\$ 3,001.67
EFT168338	06/07/2023	MALCOLM TRAILL	Councillor Mileage Claim	\$ 100.91
EFT167965	22/06/2023	MANDURAH HYUNDAI	Vehicle Purchases - P22037 - 3 x Kona EV's	\$ 161,369.16
EFT168147	29/06/2023	MANDURAH HYUNDAI	Vehicle Purchases / Registration	\$ 212.25
EFT168189	29/06/2023	MARION NELSON	Stock Items - Forts Store	\$ 136.00
EFT168167	29/06/2023	MARIO'S STOCKFEEDS	Animal Management Supplies	\$ 96.00
EFT168079	29/06/2023	MARKS MULCHING	Vegetation Management Services	\$ 4,800.00
EFT168480	13/07/2023	MARKS MULCHING	Vegetation Management Services	\$ 5,280.00



**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168393	06/07/2023	MARSHALL BATTERIES ALBANY	Vehicle Parts / Maintenance	\$ 895.00
EFT168084	29/06/2023	MATT BENSON-LIDHOLM JP	Councillor Allowance	\$ 3,001.67
EFT168558	13/07/2023	MCB CONSTRUCTION PTY LTD	Building Maintenance Services	\$ 2,755.50
EFT168394	06/07/2023	MCLEODS	Legal Fees	\$ 2,149.59
EFT168395	06/07/2023	MCR WORKPLACE INVESTIGATIONS	Professional Services	\$ 9,900.00
EFT168560	13/07/2023	MCR WORKPLACE INVESTIGATIONS	Professional Services	\$ 9,780.00
EFT168178	29/06/2023	MEGA MUSIC	AV Equipment	\$ 780.00
EFT168561	13/07/2023	MEGA VISION SOUND & LIGHTING	Sound Tech Services	\$ 5,583.22
EFT167985	22/06/2023	METROLL ALBANY	Hardware Supplies / Tools	\$ 132.00
EFT168179	29/06/2023	METROLL ALBANY	Hardware Supplies / Tools	\$ 1,436.53
EFT168396	06/07/2023	MHW INTEGRATION PTY LTD	Maintenance & Support	\$ 9,544.70
EFT168571	13/07/2023	MICHAEL JAMES O'DOHERTY	Workshop Facilitation Services	\$ 2,065.00
EFT167907	22/06/2023	MILITARY SHOP	Stock Items - Forts Store	\$ 2,177.50
EFT168091	29/06/2023	MILITARY SHOP	Stock Items - Forts Store	\$ 4,395.06
EFT168563	13/07/2023	MILLS OAKLEY LAWYERS	Legal Fees	\$ 8,752.70
EFT168180	29/06/2023	MINTER ELLISON	Legal Fees	\$ 18,812.42
EFT167986	22/06/2023	MJB INDUSTRIES PTY LTD	Hardware Supplies / Tools	\$ 27,970.56
EFT167987	22/06/2023	MM DESIGNS	Stock Items - Visitor Centre	\$ 176.25
EFT168182	29/06/2023	MODERN TEACHING AIDS PTY LTD	Daycare Supplies	\$ 351.73
EFT168183	29/06/2023	MORAY & AGNEW LAWYERS	Legal Fees	\$ 6,957.28
EFT168009	22/06/2023	MP ROGERS AND ASSOCIATES PTY LTD	Professional Services CHRMAP	\$ 7,698.15
EFT168585	13/07/2023	MP ROGERS AND ASSOCIATES PTY LTD	Professional Services CHRMAP	\$ 1,787.07
EFT168176	29/06/2023	MUDDY BOTTOM CREEK T/A THE FAT SCONE	Catering	\$ 516.00
EFT168557	13/07/2023	MUDDY BOTTOM CREEK T/A THE FAT SCONE	Catering	\$ 225.50
EFT167988	22/06/2023	MUFFLER AND EXHAUST REBEL	Plant Parts And Repairs	\$ 295.00
EFT168186	29/06/2023	MULE CREATIVE	Graphic Design Services	\$ 880.00
EFT168400	06/07/2023	MULE CREATIVE	Graphic Design Services	\$ 3,608.00
EFT168566	13/07/2023	MULE CREATIVE	Graphic Design Services	\$ 990.00
EFT167990	22/06/2023	MUNDA BIDDI TRAIL FOUNDATION INC	Stock Items - Visitor Centre	\$ 173.22
EFT168187	29/06/2023	MUSEUMS AUSTRALIA	Membership Renewal	\$ 244.00
EFT168568	13/07/2023	MY MEDIA INTELLIGENCE PTY LTD	Annual Media Monitoring Subscription	\$ 17,039.00
EFT168401	06/07/2023	N BROWN	Staff Reimbursement	\$ 139.94
EFT168034	22/06/2023	N TYSOE	Staff Reimbursement	\$ 32.90
EFT167991	22/06/2023	NAJA BUSINESS CONSULTING SERVICES	Property Assessment Services	\$ 15,026.00

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168188	29/06/2023	NAPIER VOLUNTEER BUSHFIRE BRIGADE	Reimbursement Of Registration And Hire Fees	\$ 381.70
EFT167992	22/06/2023	NEC AUSTRALIA PTY LTD	VOIP Maintenance Service Fee C14038	\$ 29,382.10
EFT168190	29/06/2023	NEVILLES HARDWARE & BUILDING SUPPLIES	Hardware Supplies / Tools	\$ 320.45
EFT168402	06/07/2023	NEVILLES HARDWARE & BUILDING SUPPLIES	Hardware Supplies / Tools	\$ 65.20
EFT168569	13/07/2023	NEVILLES HARDWARE & BUILDING SUPPLIES	Hardware Supplies / Tools	\$ 34.00
EFT168403	06/07/2023	NEWMAN'S QUALITY CONCRETE PRODUCTS	Building Supplies	\$ 8,712.00
EFT168192	29/06/2023	OCTAGON LIFTS PTY LTD	Lift Maintenance Q21008	\$ 5,247.00
EFT168193	29/06/2023	OFFICEWORKS SUPERSTORES PTY LTD	Stationery / Office Supplies	\$ 3,091.04
EFT168405	06/07/2023	OFFICEWORKS SUPERSTORES PTY LTD	Stationery / Office Supplies	\$ 505.95
EFT168572	13/07/2023	OFFICEWORKS SUPERSTORES PTY LTD	Stationery / Office Supplies	\$ 486.35
EFT168194	29/06/2023	O'KEEFE'S PAINTS	Paint / Painting Supplies	\$ 2,055.04
EFT168573	13/07/2023	O'KEEFE'S PAINTS	Paint / Painting Supplies	\$ 32.22
EFT168195	29/06/2023	ON POINT WELDING	Plant Parts And Repairs	\$ 55.00
EFT168406	06/07/2023	ON POINT WELDING	Plant Parts And Repairs	\$ 660.00
EFT168575	13/07/2023	ON POINT WELDING	Plant Parts And Repairs	\$ 440.00
EFT168062	29/06/2023	OPTEON	Valuation Services	\$ 2,200.00
EFT168238	29/06/2023	ORRCON STEEL	Building Maintenance Materials	\$ 2,428.14
EFT168438	06/07/2023	ORRCON STEEL	Building Maintenance Materials	\$ 105.44
EFT168407	06/07/2023	OTIUM PLANNING GROUP PTY LTD	Redevelopment Feasibility Study Q22030	\$ 40,557.00
EFT168408	06/07/2023	OUR COMMUNITY PTY LTD	Subscription Renewal	\$ 400.00
EFT168196	29/06/2023	OWA TRAILERS AND FABRICATIONS	Fabrication / Training Services	\$ 5,742.00
EFT168409	06/07/2023	OWA TRAILERS AND FABRICATIONS	Fabrication / Training Services	\$ 660.00
EFT168197	29/06/2023	OYSTER HARBOUR LANDSCAPE SUPPLIES	Garden / Plants Supplies	\$ 80.00
EFT168410	06/07/2023	OYSTER HARBOUR LANDSCAPE SUPPLIES	Garden / Plants Supplies	\$ 440.00
EFT168198	29/06/2023	PALMER EARTHMOVING	Plant And Equipment Hire C22008G	\$ 25,370.75
EFT168411	06/07/2023	PALMER EARTHMOVING	Plant And Equipment Hire C22008G	\$ 304,864.25
EFT168576	13/07/2023	PALMER EARTHMOVING	Plant And Equipment Hire C22008G	\$ 155,987.50
EFT168299	06/07/2023	PAPERBARK MERCHANTS	Newspapers	\$ 223.40
EFT168248	29/06/2023	PAUL TERRY	Councillor Allowance	\$ 3,001.67
EFT168416	06/07/2023	PCYC	Community Donation	\$ 3,300.00
EFT167996	22/06/2023	PENNANT HOUSE	Flags	\$ 495.00
EFT168412	06/07/2023	PENROSE PROFESSIONAL LAWN CARE	Lawn Maintenance	\$ 308.00
EFT168577	13/07/2023	PERDAMAN ADVANCED ENERGY PTY LTD	Solar Panel Supply And Install Q22038	\$ 50,710.50
EFT168200	29/06/2023	PERTH INTERNATIONAL ARTS FESTIVAL T/AS	Sponsorship Payment	\$ 2,750.00

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168413	06/07/2023	PFD FOOD SERVICES PTY LTD	Office Supplies	\$ 317.30
EFT168578	13/07/2023	PFD FOOD SERVICES PTY LTD	Office Supplies	\$ 87.75
EFT167995	22/06/2023	PHOENIX CIVIL & EARTHMOVING PTY LTD	Construction Services C22002	\$ 248,189.90
EFT168213	29/06/2023	PIVOT SUPPORT SERVICES	Grounds Maintenance Services	\$ 212.30
EFT168277	06/07/2023	PIVOTEL SATELLITE PTY LIMITED	Phone Charges	\$ 735.00
EFT167998	22/06/2023	PLANNING INSTITUTE OF AUSTRALIA T/A PIA	Conference Fees	\$ 123.75
EFT168002	22/06/2023	PLANTAGENET PRODUCTION SERVICES	Production Services	\$ 166.76
EFT168206	29/06/2023	PLANTAGENET PRODUCTION SERVICES	Production Services	\$ 779.44
EFT168000	22/06/2023	PLASTICS PLUS	Storage Supplies	\$ 124.30
EFT168203	29/06/2023	PLAYGROUND CENTRE AUSTRALIA PTY LIMITED	Playground Maintenance Materials	\$ 3,424.30
EFT168580	13/07/2023	PLAYGROUND CENTRE AUSTRALIA PTY LIMITED	Playground Maintenance Materials	\$ 1,740.20
EFT168207	29/06/2023	PRIORITY 1 FIRE & SAFETY PTY LTD	Fire Safety Services	\$ 4,840.00
EFT168524	13/07/2023	PROGRESSIVE EMPLOYEE RELATIONS	Negotiation Services	\$ 15,812.50
EFT168208	29/06/2023	PROTECTOR FIRE SERVICES	Fire Safety Maintenance / Annual Testing	\$ 1,531.82
EFT168417	06/07/2023	PROTECTOR FIRE SERVICES	Fire Safety Maintenance / Annual Testing	\$ 1,259.83
EFT168209	29/06/2023	QUALITY PRESS	Fire Safety Supplies	\$ 2,536.60
EFT168309	06/07/2023	QUALITY SUITES BANKSIA GARDENS ALBANY	Accommodation - Town Hall Visitor	\$ 299.00
EFT168565	13/07/2023	QUINTIS SANDALWOOD PTY LTD	Stock Items - Visitor Centre	\$ 814.78
EFT168422	06/07/2023	R & J BATTERIES PTY LTD	Plant Parts And Repairs	\$ 222.27
EFT168584	13/07/2023	R & J BATTERIES PTY LTD	Plant Parts And Repairs	\$ 1,482.92
EFT168003	22/06/2023	R & L BITUMEN SERVICE PTY LTD	Asphalt Services C22011(B)	\$ 4,114.00
EFT167922	22/06/2023	R COBUSSEN	Reusable Nappy Incentive	\$ 95.98
EFT168116	29/06/2023	R CUNNINGHAM	Staff Reimbursement	\$ 87.00
EFT168085	29/06/2023	R DANTES & B BENINSIG	Rates Refund	\$ 613.85
EFT168023	22/06/2023	R STEVENS	Rates Refund	\$ 680.00
EFT168599	13/07/2023	R STEVENSON	Rates Refund	\$ 486.06
EFT168211	29/06/2023	RECONNECT HEALTH AND WELLBEING	EAP Services	\$ 374.00
EFT168419	06/07/2023	RECONNECT HEALTH AND WELLBEING	EAP Services	\$ 374.00
EFT168582	13/07/2023	RECONNECT HEALTH AND WELLBEING	EAP Services	\$ 561.00
EFT168420	06/07/2023	RED DOT STORE	Art & Craft Items	\$ 34.50
EFT168004	22/06/2023	REECE PTY LTD	Plumbing Parts / Supplies	\$ 1,938.20
EFT168212	29/06/2023	REECE PTY LTD	Plumbing Parts / Supplies	\$ 88.41
EFT168214	29/06/2023	REPLAS WA	Grounds Renewal Materials PSP010	\$ 31,537.89
EFT168583	13/07/2023	REPLAS WA	Grounds Renewal Materials	\$ 901.34

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168005	22/06/2023	REXEL AUSTRALIA	Grounds Maintenance Supplies	\$ 37.86
EFT168215	29/06/2023	REXEL AUSTRALIA	Grounds Maintenance Supplies	\$ 47.82
EFT168006	22/06/2023	R-GROUP INTERNATIONAL	Software Security Support	\$ 880.00
EFT168007	22/06/2023	RICOH	Copier Charges	\$ 10,921.95
EFT168243	29/06/2023	ROBERT SUTTON	Councillor Allowance	\$ 3,001.67
EFT168423	06/07/2023	ROIMATA MANAPOURI KEEPA-TIBBLE	Performance Fee	\$ 750.00
EFT168586	13/07/2023	ROYALS FOOTBALL CLUB	Quick Response Grant	\$ 1,000.00
EFT168098	29/06/2023	S BYRNE	Rates Refund	\$ 125.98
EFT168516	13/07/2023	S DINES	Rates Refund	\$ 2,500.00
EFT167960	22/06/2023	S GRIMMER	Refund	\$ 80.00
EFT168160	29/06/2023	S JONES (THE ESTATE OF)	Rates Refund	\$ 956.68
EFT168217	29/06/2023	SAGE CONSULTING ENGINEERS PTY LTD	Masterplan & Design	\$ 3,080.00
EFT168226	29/06/2023	SANDIE SMITH	Deputy Mayoral & Councillor Allowance	\$ 4,918.25
EFT168218	29/06/2023	SANITY MUSIC STORES PTY LTD	Event Materials	\$ 669.93
EFT168349	06/07/2023	SARAH DRUMMOND	Author Fee	\$ 500.00
EFT168424	06/07/2023	SECUREPAY PTY LTD	Gateway Payment Fees	\$ 14.63
EFT168219	29/06/2023	SEEK LIMITED	Job Advertising	\$ 1,787.50
EFT168425	06/07/2023	SEEK LIMITED	Job Advertising	\$ 1,138.50
EFT168588	13/07/2023	SEEK LIMITED	Job Advertising	\$ 401.50
EFT168589	13/07/2023	SEVEN NETWORK (OPERATIONS) LIMITED	Advertising	\$ 3,334.30
EFT168590	13/07/2023	SG FLEET AUSTRALIA PTY LTD	Salary Deductions - Fleet Services And Costs	\$ 1,727.44
EFT168221	29/06/2023	SHAPE URBAN PTY LTD	Professional Services	\$ 13,325.40
EFT168222	29/06/2023	SHIRE OF PLANTAGENET	Long Service Leave Liability	\$ 22,405.16
EFT168426	06/07/2023	SHIRE OF WAGIN	Long Service Leave Liability	\$ 2,697.59
EFT168223	29/06/2023	SIGMA CHEMICALS	Plant Repairs	\$ 698.95
EFT168224	29/06/2023	SIX DEGREES OF SEPARATION	Accommodation - New Years Eve Performers Fy23/24	\$ 880.00
EFT168013	22/06/2023	SKIPPER TRANSPORT PARTS	Plant Parts And Repairs	\$ 1,002.56
EFT168427	06/07/2023	SKIPPER TRANSPORT PARTS	Plant Parts And Repairs	\$ 1,386.81
EFT168225	29/06/2023	SMITHS ALUMINIUM AND 4WD CENTRE	Fabrication Services / Hardware Supplies	\$ 160.26
EFT168592	13/07/2023	SMITHS ALUMINIUM AND 4WD CENTRE	Fabrication Services / Hardware Supplies	\$ 8,849.38
EFT168228	29/06/2023	SNAP MADDINGTON	Printing Services	\$ 720.69
EFT168014	22/06/2023	SOIL SOLUTIONS PTY LTD	Waste Disposal Services C20019	\$ 73,426.80
EFT168229	29/06/2023	SOIL SOLUTIONS PTY LTD	Waste Disposal Services C20019	\$ 4,309.05
EFT168428	06/07/2023	SOIL SOLUTIONS PTY LTD	Waste Disposal Services C20019	\$ 4,724.87

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT168593	13/07/2023	SOIL SOLUTIONS PTY LTD	Waste Disposal Services C20019	\$ 97,201.05
EFT168142	29/06/2023	SONJA HERREN	EAP Services	\$ 140.00
EFT168429	06/07/2023	SOS SWITCHED ON TO SAFETY	Annual Licence Fee	\$ 3,190.00
EFT168017	22/06/2023	SOUTH COAST CRANE HIRE	Plant And Equipment Hire Q21053	\$ 519.75
EFT168432	06/07/2023	SOUTH COAST CRANE HIRE	Plant And Equipment Hire Q21053	\$ 242.00
EFT168435	06/07/2023	SOUTH COAST DINGO & GARDEN SERVICES	Install Security Gate	\$ 2,200.00
EFT168232	29/06/2023	SOUTH COAST DIVING SUPPLIES	Cylinder Refills	\$ 44.00
EFT168433	06/07/2023	SOUTH COAST ENVIRONMENTAL	Vegetation Maintenance Services C22010(C)	\$ 3,872.00
EFT167952	22/06/2023	SOUTH REGIONAL TAFE	Staff Training	\$ 6,416.16
EFT168360	06/07/2023	SOUTH REGIONAL TAFE	Staff Training	\$ 116.70
EFT168441	06/07/2023	SOUTH WEST CORRIDOR DEVELOPMENT	Professional Services	\$ 6,600.00
EFT168016	22/06/2023	SOUTHCOAST SECURITY SERVICE	Security Services C19018	\$ 239.42
EFT168231	29/06/2023	SOUTHCOAST SECURITY SERVICE	Security Services C19018	\$ 24,258.40
EFT168431	06/07/2023	SOUTHCOAST SECURITY SERVICE	Security Services C19018	\$ 1,386.84
EFT168595	13/07/2023	SOUTHCOAST SECURITY SERVICE	Security Services C19018	\$ 22,908.17
EFT168434	06/07/2023	SOUTHERN CROSS AUSTEREO PTY LTD	Advertising	\$ 583.00
EFT168015	22/06/2023	SOUTHERN TOOL AND FASTENER CO	Hardware Supplies / Tools	\$ 484.20
EFT168230	29/06/2023	SOUTHERN TOOL AND FASTENER CO	Hardware Supplies / Tools	\$ 3,845.60
EFT168430	06/07/2023	SOUTHERN TOOL AND FASTENER CO	Hardware Supplies / Tools	\$ 1,500.00
EFT168594	13/07/2023	SOUTHERN TOOL AND FASTENER CO	Hardware Supplies / Tools	\$ 1,840.54
EFT168018	22/06/2023	SPOTLIGHT PTY LTD	Decorations / Arts / Craft Supplies	\$ 586.54
EFT168233	29/06/2023	SPOTLIGHT PTY LTD	Decorations / Arts / Craft Supplies	\$ 41.20
EFT168019	22/06/2023	SPUN SPYDUS USERS NETWORK	Subscription Renewal	\$ 200.00
EFT168439	06/07/2023	ST JOHN AMBULANCE	First Aid Training	\$ 160.00
EFT168596	13/07/2023	STANTEC AUSTRALIA PTY LTD	Superintendent Services Q22042	\$ 16,752.95
EFT168020	22/06/2023	STAR SALES AND SERVICE	Hardware Supplies / Tools	\$ 25.00
EFT168235	29/06/2023	STAR SALES AND SERVICE	Hardware Supplies / Tools	\$ 197.00
EFT168436	06/07/2023	STAR SALES AND SERVICE	Hardware Supplies / Tools	\$ 2,463.00
EFT168021	22/06/2023	STATEWIDE BEARINGS	Vehicle Parts / Maintenance	\$ 131.43
EFT168236	29/06/2023	STATEWIDE BEARINGS	Vehicle Parts / Maintenance	\$ 263.69
EFT168237	29/06/2023	STATEWIDE BUILDING CERTIFICATION WA	Certification Services	\$ 1,595.00
EFT168437	06/07/2023	STATEWIDE BUILDING CERTIFICATION WA	Certification Services	\$ 660.00
EFT168564	13/07/2023	STEPHANIE ANNE WRIGHT MORRIGAN	EAP Services	\$ 264.00
EFT168138	29/06/2023	STEPHEN GRIMMER	Councillor Allowance	\$ 3,001.67

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168162	29/06/2023	STEPHEN KING	Waste Disposal Services	\$ 4,640.00
EFT168240	29/06/2023	STIRLING PRINT	Printing Services	\$ 51.50
EFT168600	13/07/2023	SUNNY INDUSTRIAL BRUSHWARE	Cleaning Supplies	\$ 1,848.00
EFT168545	13/07/2023	SUSAN HUNT	Professional Services	\$ 3,317.16
EFT168025	22/06/2023	SYNERGY	Electricity Charges	\$ 58,629.35
EFT168244	29/06/2023	SYNERGY	Electricity Charges	\$ 13,958.57
EFT168442	06/07/2023	SYNERGY	Electricity Charges	\$ 10,567.66
EFT168602	13/07/2023	SYNERGY	Electricity Charges	\$ 66,920.01
EFT168026	22/06/2023	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$ 2,868.93
EFT168245	29/06/2023	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$ 6,436.32
EFT168443	06/07/2023	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$ 1,128.71
EFT168603	13/07/2023	T & C SUPPLIES PTY LTD	Hardware Supplies / Tools	\$ 991.19
EFT167927	22/06/2023	T & M CREMIN	Rates Refund	\$ 796.50
EFT167924	22/06/2023	T COLBY	Staff Reimbursement	\$ 78.25
EFT168507	13/07/2023	T COLBY	Staff Reimbursement	\$ 44.95
EFT168574	13/07/2023	T OLIVER	Reusable Nappy Incentive	\$ 20.00
EFT168598	13/07/2023	T STEPHENS	Rates Refund	\$ 1,047.95
EFT168246	29/06/2023	TANIA WOLFE	Community Leadership Grant	\$ 500.00
EFT168108	29/06/2023	TANJA COLBY DESIGN	Stock Items - Forts Store	\$ 120.00
EFT168028	22/06/2023	TEAM GLOBAL EXPRESS PTY LTD	Freight Charges	\$ 593.20
EFT168252	29/06/2023	TEAM GLOBAL EXPRESS PTY LTD	Freight Charges	\$ 4,418.33
EFT168605	13/07/2023	TEAM GLOBAL EXPRESS PTY LTD	Freight Charges	\$ 78.02
EFT168247	29/06/2023	TEEDE & CO - COFFEE HOUSE & CATERING	Catering	\$ 105.00
EFT168055	29/06/2023	TELSTRA	Mobile Phone Usage Charges	\$ 12,560.46
EFT168038	22/06/2023	TEUNIS & HENDRIKA VAN DUYN	Crossover Subsidy	\$ 338.85
EFT168057	29/06/2023	THE 12 VOLT WORLD	Plant Parts And Repairs	\$ 89.60
EFT168278	06/07/2023	THE 12 VOLT WORLD	Plant Parts And Repairs	\$ 320.00
EFT168462	13/07/2023	THE 12 VOLT WORLD	Plant Parts And Repairs	\$ 378.00
EFT168027	22/06/2023	THE FEDERATION OF WA PCYC	Sponsorship	\$ 1,000.00
EFT167873	22/06/2023	ALBANY COMMERCIAL DEBT COLLECTORS	Process Serving Services	\$ 498.40
EFT167989	22/06/2023	THE MUFFIN QUEEN	Catering	\$ 1,052.00
EFT168185	29/06/2023	THE MUFFIN QUEEN	Catering	\$ 1,474.00
EFT168399	06/07/2023	THE MUFFIN QUEEN	Catering	\$ 1,380.00
EFT168251	29/06/2023	THE OLD DAIRY TORBAY	Catering	\$ 375.00

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT167994	22/06/2023	THE PEACEFUL BAY BEANIE CO	Stock Items - Box Office	\$ 109.08
EFT168010	22/06/2023	THE ROYAL LIFE SAVING SOCIETY WA INC	Call Centre Fees	\$ 1,337.16
EFT168011	22/06/2023	THE ROYAL WA HISTORICAL SOCIETY	Annual Membership	\$ 95.00
EFT168033	22/06/2023	THE STITCHING STUDIO	Workshop Presentation	\$ 240.00
EFT168610	13/07/2023	THE VINTAGE SPORTS CAR CLUB OF WA INC	Sponsorship Payment	\$ 27,500.00
EFT168045	22/06/2023	THE WEST AUSTRALIAN NEWSPAPERS	Advertising	\$ 4,958.25
EFT168454	06/07/2023	THE WEST AUSTRALIAN NEWSPAPERS	Advertising	\$ 9,532.19
EFT168254	29/06/2023	THE WINDOW WASHER MAN	Cleaning Services	\$ 2,493.00
EFT168448	06/07/2023	THE WINDOW WASHER MAN	Cleaning Services	\$ 2,223.00
EFT168621	13/07/2023	THE WORKWEAR GROUP	Uniforms / PPE	\$ 300.76
EFT168418	06/07/2023	THINKPROJECT AUSTRALIA PTY LTD	Annual Support And Maintenance Fee	\$ 15,718.66
EFT168249	29/06/2023	THINKWATER ALBANY	Retic Materials / Maintenance	\$ 16,058.17
EFT168444	06/07/2023	THINKWATER ALBANY	Retic Materials / Maintenance	\$ 6,943.86
EFT168604	13/07/2023	THINKWATER ALBANY	Retic Materials / Maintenance	\$ 713.43
EFT168094	29/06/2023	THOMAS BROUGH	Councillor Allowance	\$ 3,001.67
EFT168205	29/06/2023	TORBAY ENTERPRISE PTY LTD	Plant Parts And Repairs	\$ 390.01
EFT168253	29/06/2023	TOTAL GREEN RECYCLING	Waste Disposal Services Q20025	\$ 3,088.50
EFT168445	06/07/2023	TOTAL GREEN RECYCLING	Waste Disposal Services Q20025	\$ 2,798.20
EFT168606	13/07/2023	TOURISM COUNCIL WESTERN AUSTRALIA	Membership Renewal	\$ 3,300.00
EFT168447	06/07/2023	TRADELINK PLUMBING SUPPLIES	Plumbing Supplies	\$ 17.79
EFT168029	22/06/2023	TRAILBLAZERS	Event Supplies	\$ 7.35
EFT168446	06/07/2023	TRAILBLAZERS	Event Supplies	\$ 5.52
EFT168030	22/06/2023	TROPICAL SHADE N SAILS	Building Maintenance Services	\$ 880.00
EFT168031	22/06/2023	TRUCK CENTRE WA PTY LTD	Plant Parts And Repairs	\$ 8,189.94
EFT168607	13/07/2023	TRUCK CENTRE WA PTY LTD	Plant Parts And Repairs	\$ 1,247.16
EFT167898	22/06/2023	TUTT BRYANT EQUIPMENT	Plant Parts And Repairs	\$ 1,574.28
EFT168256	29/06/2023	UNITED BOOK DISTRIBUTORS	Stock Items - Forts Store	\$ 599.91
EFT168035	22/06/2023	UNITED TOOLS ALBANY	Hardware Supplies / Tools	\$ 165.00
EFT168039	22/06/2023	VEND LIMITED (NZ)	Software Subscription	\$ 6,250.01
EFT168450	06/07/2023	VIBE HOTEL SUBIACO PERTH	Accommodation - Staff Training Perth	\$ 1,597.50
EFT168612	13/07/2023	VISUAL INSPIRATIONS AUSTRALIA PTY LTD	Christmas Decorations - Instalment	\$ 63,250.00
EFT168451	06/07/2023	VIVID ADS PTY LTD	Banner	\$ 168.40
EFT168257	29/06/2023	VOEGELER CREATIONS	Stock Items - Forts Store	\$ 534.60
EFT168258	29/06/2023	VRBAN HOMES	Rates Refund	\$ 599.99

**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168613	13/07/2023	W GODBEE	Refund	\$ 33.50
EFT168260	29/06/2023	WA WILDLIFE	Staff Training	\$ 3,300.00
EFT168042	22/06/2023	WATER CORPORATION	Water Charges	\$ 2,910.13
EFT168259	29/06/2023	WATER CORPORATION	Water Charges	\$ 924.29
EFT168614	13/07/2023	WATER CORPORATION	Water Charges	\$ 11,015.21
EFT168615	13/07/2023	WATER TECHNOLOGY PTY LTD	Princess Royal Harbour CHRMAP	\$ 5,667.24
EFT168043	22/06/2023	WCP CIVIL PTY LTD	Construction Services P22025 / C23002 / C23004	\$ 650,032.00
EFT168262	29/06/2023	WCP CIVIL PTY LTD	Traffic Control C21002(C)	\$ 5,500.55
EFT168616	13/07/2023	WCP CIVIL PTY LTD	Construction Services C22005 / C22016 / P22025 / C23002	\$ 329,966.47
EFT168044	22/06/2023	WELLSTEAD COMMUNITY RESOURCE	Cleaning Services	\$ 364.50
EFT168617	13/07/2023	WELLSTEAD PROGRESS ASSOCIATION	Electricity Charges	\$ 287.03
EFT168261	29/06/2023	WEST COAST CAR TRANSPORT	Transport Services	\$ 1,138.50
EFT168456	06/07/2023	WESTBOOKS	Purchase Of Books	\$ 50.29
EFT168046	22/06/2023	WESTCYCLE INCORPORATED	Professional Services	\$ 8,130.00
EFT168265	29/06/2023	WALGA	Staff Training	\$ 1,258.00
EFT168267	29/06/2023	WESTERN AUSTRALIAN MUSEUM ALBANY	Grounds Maintenance Services	\$ 1,870.83
EFT168052	23/06/2023	WESTERN AUSTRALIAN TREASURY CORP	Loan Payment	\$ 44,681.14
EFT168053	28/06/2023	WESTERN AUSTRALIAN TREASURY CORP	Loan Payment	\$ 198,435.91
EFT168275	30/06/2023	WESTERN AUSTRALIAN TREASURY CORP	Loan Payment	\$ 290,193.79
EFT168276	03/07/2023	WESTERN AUSTRALIAN TREASURY CORP	Loan Payment	\$ 128,890.85
EFT168264	29/06/2023	WESTRAC EQUIPMENT PTY LTD	Vehicle Parts / Maintenance	\$ 161.16
EFT168453	06/07/2023	WESTRAC EQUIPMENT PTY LTD	Vehicle Parts / Maintenance	\$ 604.03
EFT168618	13/07/2023	WESTRAC EQUIPMENT PTY LTD	Vehicle Parts / Maintenance	\$ 706.04
EFT168266	29/06/2023	WESTSHRED DOCUMENT DISPOSAL	Document Disposal Services	\$ 466.40
EFT168455	06/07/2023	WESTSHRED DOCUMENT DISPOSAL	Document Disposal Services	\$ 79.20
EFT168268	29/06/2023	WE'VE DONE THE COOKING	Catering	\$ 280.50
EFT168047	22/06/2023	WHEATBELT SERVICES PTY LTD	Road Furniture Supply	\$ 2,486.00
EFT168269	29/06/2023	WHEATBELT SERVICES PTY LTD	Road Furniture Supply	\$ 4,631.00
EFT168457	06/07/2023	WHEATBELT SERVICES PTY LTD	Road Furniture Supply	\$ 1,567.50
EFT168458	06/07/2023	WIN TELEVISION WA PTY LTD	Advertising	\$ 2,145.00
EFT168048	22/06/2023	WOOLWORTHS GROUP LIMITED	Groceries	\$ 871.04
EFT168270	29/06/2023	WOOLWORTHS GROUP LIMITED	Groceries	\$ 886.51
EFT168459	06/07/2023	WOOLWORTHS GROUP LIMITED	Groceries	\$ 782.27
EFT168619	13/07/2023	WOOLWORTHS GROUP LIMITED	Groceries	\$ 849.69



**CITY OF ALBANY  
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS  
FOR THE PERIOD ENDING 15 JULY 2023**

**ELECTRONIC FUND TRANSFER PAYMENTS**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT168272	29/06/2023	WURTH AUSTRALIA PTY LTD	Plant Parts And Repairs	\$ 664.41
EFT168051	22/06/2023	ZENITH LAUNDRY	Laundry Expenses	\$ 80.82
EFT168273	29/06/2023	ZENITH LAUNDRY	Laundry Expenses	\$ 43.76
EFT168461	06/07/2023	ZENITH LAUNDRY	Laundry Expenses	\$ 246.72
EFT168622	13/07/2023	ZENITH LAUNDRY	Laundry Expenses	\$ 226.21
				<b><u>\$ 9,776,698.33</u></b>

Document Number	Description	Date
NCSR23167060	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Employment Contract - Chief Executive Officer Andrew Sharpe PARTIES: Mr Andrew Sharpe SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23167061	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23008(E) - Panel of Suppliers - Civil and Reserves Products. PARTIES: Soil Solutions. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23167065	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23008(C) - Panel of Suppliers - Civil and Reserves Products. PARTIES: Keilor Contracting. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23167068	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23008(D) - Panel of Suppliers - Civil and Reserves Products. PARTIES: Palmer Civil Construction. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23167070	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23009(J) Panel of Suppliers - Civil Plant and Equipment. PARTIES: River Hill WA Pty Ltd. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23167076	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23009(H) - Panel of Suppliers - Civil Plant and Equipment. PARTIES: The Trustee for Palmer Earthmoving Unit Trust t/as Palmer Civil Construction. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23167077	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23009(F) - Panel of Suppliers - Civil Plant and Equipment.	11/07/2023

	PARTIES: The Trustee for Down South Timber Company Unit Trust t/as MC Civil Contractors. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	
NCSR23167081	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23009(C) - Panel of Suppliers - Civil Plant and Equipment. PARTIES: Albany Industrial Services Pty Ltd. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23167082	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23009(G) - Panel of Suppliers - Civil Plant and Equipment. PARTIES: D Palmer Corporation Pty Ltd t/as Nexgen Crushing & Screening. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23167084	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23009(B) - Panel of Suppliers - Civil Plant and Equipment. PARTIES: A.D Contractors Pty Ltd. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23167085	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of Contracts for C23008(A) - Panel of Suppliers - Civil and Reserves Products. PARTIES: A.D Contractors Pty Ltd. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	11/07/2023
NCSR23166828	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Signing of contracts for C23008(B) - Panel of Suppliers - Civil and Reserves Products. PARTIES: Bill Gibbs Excavations. SIGNED BY: Andrew Sharpe Chief Executive Officer and Dennis Wellington, Mayor (2 copies)	05/07/2023
NCSR23166187	COPY OF COMMON SEAL DOCUMENT ITEM: N/A RE: Short term Licence - Albany Airport Cafe 3 month trial commencing 12 June 2023 and expiring 11 September 2023 PARTIES: Wendy Ann Grobler SIGNED BY: Andrew Sharpe, Chief Executive Officer and Dennis Wellington Mayor (2 copies)	22/06/2023

Document Number	Description	Date
EDR23167088	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Submission on the State Waste Strategy Review on behalf of South Coast Sustainable Waste Alliance. PARTIES: N/A SIGNED BY: Andrew Sharpe Chief Executive Officer (1 copy)	11/07/2023
EDR23167089	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: The attached inactive records destruction schedule has been completed in accordance with General Disposal Authority (GDA DA2015-001) PARTIES: N/A SIGNED BY: Andrew Sharpe Chief Executive Officer (1 copy)	11/07/2023
EDR23167091	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Annual Direct Funding Claim for upgrade works to various roads. PARTIES: N/A SIGNED BY: Andrew Sharpe Chief Executive Officer (1 copy)	11/07/2023
EDR23167096	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Scheme membership - 2023/2024 period - 50% of the annual contribution. LGISWA. PARTIES: N/A SIGNED BY: Andrew Sharpe Chief Executive Officer (1 copy)	11/07/2023
EDR23166950	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Application only Recreational Boating Facilities Grant Round 28. Application for \$225,000 matched by City of Albany funding of \$75,000 for Little Grove Finger Jetty. PARTIES: N/A SIGNED BY: Andrew Sharpe Chief Executive Officer (Online)	07/07/2023
EDR23166634	COPY OF EXECUTED DOCUMENT ITEM: n/a RE: Local Roads and Community Infrastructure Program Round 4. Department of Infrastructure, Transport, Regional Development, Communication and the Arts grant of \$1,886,543. PARTIES: n/a SIGNED BY: Andrew Sharpe Chief Executive Officer (online)	03/07/2023

EDR23166638	<p>COPY OF EXECUTED DOCUMENT                  ITEM: n/a                  RE: Purchase order for cleaning public infrastructure cleaning contract C14036. High pressure cleaning Cull Park, annual bbq servicing, annual footpath cleaning, annual litter pick up, UWA gutter cleaning, annual toilet serving (all as per schedules).                  PARTIES: n/a                  SIGNED BY: Andrew Sharpe Chief Executive Officer (1 copy)</p>	03/07/2023
EDR23166389	<p>COPY OF EXECUTED DOCUMENT                  ITEM: N/A                  RE: MOU with Great Southern Development Commission for \$25,000 towards an Albany Airport Master Plan - tender for specialist                  PARTIES: Great Southern Development Commission                  SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)</p>	28/06/2023
EDR23166407	<p>COPY OF EXECUTED DOCUMENT                  ITEM: N/A                  RE: Final Claim for Sanford Road RPG                  PARTIES: N/A                  SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)</p>	28/06/2023
EDR23166408	<p>COPY OF EXECUTED DOCUMENT                  ITEM: N/A                  RE: Amended final funding claim for Rufus Street Reconstruction                  PARTIES: Main Roads WA                  SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 Copy)</p>	28/06/2023
EDR23166409	<p>COPY OF EXECUTED DOCUMENT                  ITEM: N/A                  RE: DWER Application for Licence to formalise the use of Bakers Junction Waste Facility as FOGO Waste Transfer Depot.                  PARTIES: Department of Water, Environmental Regulation                  SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 Copy)</p>	28/06/2023
EDR23166411	<p>COPY OF EXECUTED DOCUMENT                  ITEM: N/A                  RE: Final funding claim for Barnesby Local Area Traffic Management                  PARTIES: Main Roads WA                  SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)</p>	28/06/2023

EDR23166256	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Revised Certificate of Completion for Rufus Street Reconstruction PARTIES: Main Roads WA SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 Copy)	23/06/2023
EDR23166257	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Submission on the draft State Waste Infrastructure Plan on behalf of South Coast Sustainable Waste Alliance PARTIES: Department of Water and Environmental Regulation SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	23/06/2023
EDR23166259	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Grant application for wireless microphones at the Town Hall to support live music from Department of Infrastructure, Transport, Regional Development, Communications and the Arts for \$19,439 PARTIES: Department of Infrastructure, Transport, Regional Development, Communications and the Arts SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	23/06/2023
EDR23166186	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Grant application with Department of Transport WA for \$7,000 Bike Month PARTIES: Department of Transport WA SIGNED BY: Andrew Sharpe, Chief Executive Officer	22/06/2023
EDR23166145	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: End of Financial Year Accrual Submission Form PARTIES: Main Roads WA SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	21/06/2023
EDR23166076	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Tourism WA Regional Events Scheme Maritime Festival 2023 \$19,000 PARTIES: Western Australian Tourism Commission SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 copy)	20/06/2023

EDR23165976	COPY OF EXECUTED DOCUMENT ITEM: N/A RE: Certificate of completion for RPG Funding - Rufus Street reconstruction PARTIES: Main Roads Western Australia SIGNED BY: Andrew Sharpe, Chief Executive Officer (1 Copy)	19/06/2023
-------------	--	------------



**DELEGATED AUTHORITY**

**WRITE OFF RATE DEBT**

**Delegation:** 2023:022 – Administer Rate Collection (Recover and Write Off Rate Debt, Administer Rating Exemptions)

**Adopted:** OCM 28/03/2023 Resolution AR131

**Delegated Power:**

1. Waive, grant concessions or write off any money owed to the City, pursuant to the Local Government Act 1995, s6.12(1).
2. Write off any amount of money, including rate debts 'penalty interest' where the cost of recovering the debt will be greater than the actual debt.

**Condition of Delegation:**

- (a) Write Off Debt (monies owed):
  - Maximum \$10,000. Finance Officers – Rates: limited \$1,500.
  - The full details of the waiver, concession or write off to be recorded on the appropriate financial record and a report being provided to the Community and Corporate Services Committee on an annual basis on the exercise of this delegation.

Rate Debt Write Off balance of \$1,436.71 for the period 01/07/2022 to 30/06/2023.

As per the attached list.

\*\*\*\*\*

**Mathew Gilfellon**  
**Executive Director Corporate & Commercial Services**

30/6/2023



REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A9832	0.10	A128781	0.75	A135601	0.80	A143541	0.20
A9832	0.06	A128781	0.07	A135601	0.08	A143870	0.46
A100993	1.10	A129341	0.27	A135764	1.09	A144331	0.04
A124490	0.48	A129846	0.16	A104270	0.77	A104351	0.07
A98685	0.84	A129846	0.10	A135764	0.10	A144444	0.35
A98685	0.08	A130485	0.03	A137312	1.71	A144444	0.03
A9931	0.67	A131324	0.08	A137312	0.16	A144476	0.35
A9931	0.05	A131617	1.54	A13742	1.65	A144476	0.03
A99754	0.08	A131699	0.51	A13742	0.07	A144539	0.36
A99754	0.05	A131699	0.44	A139695	0.03	A144539	0.03
A9995	1.46	A131699	0.22	A139910	1.57	A144822	1.15
A9995	0.11	A131699	0.19	A139910	0.15	A144822	0.11
A124490	0.05	A103773	0.04	A140513	1.36	A145248	0.82
A125799	0.08	A132132	0.80	A104270	0.07	A104577	0.39
A126426	0.36	A132132	0.08	A140513	0.12	A145248	0.08
A126426	0.03	A13215	0.04	A141056	0.43	A146042	1.16
A127149	1.30	A13215	0.25	A141056	0.04	A146042	0.13
A127149	0.11	A13215	0.02	A141498	1.60	A147062	0.96
A127185	0.08	A132277	0.05	A141498	0.16	A147062	0.09
A127185	0.04	A13229	0.03	A141727	0.78	A14708	0.04
A127185	1.28	A13279	1.04	A141727	0.07	A147143	0.03
A127185	0.11	A13279	0.04	A141795	0.85	A14780	0.08
A102721	0.23	A133477	0.89	A141795	0.08	A14780	0.06
A127711	0.04	A133477	0.09	A141826	0.36	A100993	0.10
A127711	1.64	A13413	0.22	A104351	0.77	A104577	0.04
A127711	0.15	A13413	0.02	A141826	0.03	A14780	0.22
A128236	1.17	A134249	0.45	A142418	1.01	A14780	0.16
A128709	1.71	A135241	0.79	A142418	0.10	A148690	1.24
A128709	0.16	A135241	0.07	A143032	0.06	A148690	0.12
A149197	0.82	A154635	0.02	A160814	0.04	A167480	0.95
A149197	0.70	A154914	0.05	A161636	1.18	A167480	0.09
A149561	0.84	A154996	0.05	A161636	0.11	A168216	0.83
A149561	0.08	A105006	0.07	A161816	0.41	A169777	0.04
A14992	0.94	A15502	0.02	A161816	0.04	A169993	0.48
A14992	0.04	A155853	0.04	A162606	0.67	A169993	0.04
A150295	1.21	A156283	0.24	A105399	0.35	A170483	1.38
A150295	0.11	A156675	1.70	A162606	0.05	A101224	1.49
A104892	0.03	A156675	0.17	A16289	0.65	A170483	0.13
A150425	1.69	A157433	0.04	A16289	0.02	A171336	0.08
A150425	0.16	A157433	0.84	A162971	0.22	A171336	0.04
A150493	0.03	A157433	0.08	A162971	0.02	A171336	0.12
A150506	0.03	A105119	0.24	A164088	1.71	A171336	0.07
A150506	0.17	A157843	0.08	A164088	0.20	A172144	1.65

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A150952	0.03	A157843	0.07	A16419	0.82	A172144	0.16
A151184	0.22	A158665	0.42	A16419	0.08	A172798	0.06
A151184	0.14	A158665	0.27	A165076	0.06	A172928	0.03
A151297	0.86	A158700	0.04	A105399	0.03	A17330	0.74
A151297	0.08	A158700	0.82	A165094	0.31	A107212	0.38
A151706	1.36	A158700	0.07	A165094	0.02	A17330	0.07
A152168	0.04	A158714	0.90	A16522	1.50	A173588	1.46
A152168	0.46	A158714	0.10	A16522	0.05	A173588	0.11
A152168	0.04	A159306	1.22	A165599	0.51	A17376	0.60
A152974	0.50	A159306	0.09	A165599	0.44	A17376	0.05
A153106	0.04	A159487	0.35	A165599	0.25	A17425	1.20
A105006	0.73	A105119	0.03	A165599	0.22	A17425	0.04
A154293	1.04	A159487	0.03	A166456	0.47	A174350	0.04
A154293	0.10	A160319	0.79	A166456	0.05	A17489	0.05
A154603	0.85	A160319	0.05	A166866	0.03	A107212	0.04
A154603	0.08	A160814	0.88	A105713	0.04	A17506	1.18
A17506	0.11	A182141	0.05	A185791	0.04	A195013	0.03
A175825	0.48	A182939	0.11	A185917	0.03	A195554	0.03
A175825	0.04	A182939	0.07	A186991	0.43	A195932	0.35
A175843	1.22	A183319	0.73	A186991	0.02	A195932	0.07
A175843	0.09	A183319	0.05	A188468	0.19	A195996	0.67
A176287	0.04	A183391	0.97	A189686	1.77	A11031	0.07
A176287	0.48	A183391	0.07	A108656	0.50	A195996	0.06
A176827	0.04	A183418	0.51	A189686	0.17	A19609	0.05
A107357	1.81	A183418	0.05	A189767	1.20	A196097	0.04
A177374	0.09	A183486	0.30	A189767	0.05	A196394	0.67
A178605	0.03	A107870	0.25	A189799	0.93	A196394	0.05
A179611	0.87	A107870	0.21	A189799	0.11	A196687	1.60
A179611	0.08	A183486	0.03	A190617	0.03	A196687	0.01
A180363	0.99	A183571	0.02	A19140	0.03	A19677	1.48
A180363	0.04	A184046	0.54	A192526	0.52	A111564	0.51
A180723	0.51	A184226	0.06	A101224	0.12	A111564	0.44
A180723	0.44	A184343	0.09	A108656	0.05	A19677	0.15
A107357	0.17	A184573	1.51	A192526	0.04	A196916	0.62
A180723	0.27	A108408	0.02	A193500	0.22	A196916	0.02
A180723	0.23	A184573	0.05	A193500	0.02	A197102	0.46
A18085	0.10	A184636	1.19	A193762	0.31	A197102	0.05
A180967	0.22	A184636	0.14	A193762	0.20	A197526	0.94
A180967	0.02	A184654	0.05	A193906	0.93	A197526	0.09
A18170	0.44	A185250	1.13	A193906	0.05	A197675	0.19
A18170	0.02	A185250	0.09	A194138	0.03	A19825	1.53
A181761	1.28	A185476	0.05	A194534	0.24	A111564	0.24
A181761	0.12	A185476	1.09	A11031	1.26	A111564	0.20
A182141	0.67	A185476	0.04	A194534	0.02	A19825	0.14

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A107870	0.51	A185494	0.05	A194813	0.55	A198708	0.79
A107870	0.44	A185791	0.45	A194813	0.04	A198708	0.08
A199188	0.93	A204046	0.02	A209294	0.03	A215964	1.30
A199188	0.09	A204163	0.09	A209672	0.07	A215964	0.12
A199566	1.58	A204258	0.03	A209884	1.58	A21664	1.16
A199566	0.12	A204541	0.03	A209884	0.22	A115053	0.29
A200593	0.73	A204901	0.06	A209884	0.12	A115053	0.25
A200593	0.05	A205002	0.04	A209884	0.02	A21664	0.05
A201103	1.33	A205052	1.10	A210649	0.45	A216853	0.04
A111857	1.04	A205052	0.04	A210649	0.04	A217675	1.13
A201103	0.13	A205084	0.04	A210667	0.49	A217675	0.09
A201446	1.53	A205408	0.05	A210667	0.02	A219142	0.04
A201446	0.15	A205476	0.03	A210928	0.03	A219336	0.04
A201527	0.48	A114641	1.34	A21119	0.06	A219336	1.18
A201527	0.04	A205822	1.25	A21123	1.72	A219336	0.11
A201608	0.03	A205822	0.12	A21123	0.20	A219403	0.67
A201842	0.50	A205935	0.30	A211623	0.52	A115247	1.19
A201842	0.05	A206347	0.01	A21222	0.47	A219403	0.05
A201991	0.83	A206509	0.45	A114687	0.39	A22008	0.72
A111857	0.09	A206509	0.84	A21222	0.05	A22008	0.04
A201991	0.08	A206509	0.08	A213186	0.43	A22062	1.49
A202317	0.72	A206707	0.75	A213186	0.79	A22062	0.14
A202317	0.07	A101797	1.09	A213186	0.07	A220844	0.45
A202565	0.21	A114641	0.12	A213924	0.18	A220844	0.04
A202565	0.13	A206707	0.07	A214421	1.45	A220943	0.93
A202745	1.58	A207187	0.14	A214421	0.14	A221139	0.75
A202745	0.12	A208058	0.06	A214778	0.03	A115247	0.11
A20284	0.03	A208062	0.06	A214796	0.14	A221337	0.71
A203373	0.10	A208189	0.06	A114687	0.04	A221337	0.04
A203373	0.02	A208666	0.91	A215261	0.05	A221620	1.41
A203373	0.02	A114655	0.13	A215469	1.03	A221620	0.05
A111875	0.04	A114655	0.08	A215469	0.04	A221652	0.09
A204046	0.42	A208666	0.09	A215914	0.04	A221652	0.06
A221963	0.90	A117336	0.04	A244157	0.90	A248579	0.06
A221963	0.09	A231532	0.45	A244157	0.07	A248759	1.13
A222573	0.30	A231532	0.04	A245262	0.67	A248759	0.09
A11699	1.13	A232485	0.45	A245262	0.05	A119164	0.15
A222834	0.45	A232485	0.04	A245361	0.07	A248975	0.02
A222834	0.04	A23258	0.93	A245361	0.05	A248975	1.44
A223278	1.32	A23258	0.04	A24589	1.36	A248975	0.14
A223278	0.09	A232615	0.34	A24589	0.05	A249670	0.64
A223557	0.48	A232615	0.02	A246070	0.03	A249670	0.01
A223557	0.04	A232629	1.52	A246543	0.86	A250318	1.97
A224351	0.92	A118126	0.65	A246543	0.05	A251126	0.08

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A224351	0.09	A232629	0.07	A246557	0.73	A251720	0.53
A225420	0.03	A233360	0.73	A246557	0.05	A251734	0.53
A11699	0.05	A233360	0.05	A246840	0.51	A11950	0.04
A225957	0.03	A233671	0.67	A246840	0.44	A251748	0.53
A227109	0.08	A233671	0.05	A246840	0.54	A26777	0.39
A227109	1.04	A23573	0.31	A246840	0.46	A27337	0.39
A227109	0.04	A23573	0.18	A246854	0.51	A27337	0.13
A229153	0.51	A236811	0.03	A246854	0.44	A27751	1.31
A229153	0.05	A239772	0.01	A246854	0.26	A27751	0.13
A229379	0.09	A118126	0.06	A246854	0.23	A27963	0.86
A229432	0.13	A240078	0.51	A247117	0.73	A27963	0.08
A101797	0.10	A240195	0.64	A247117	0.45	A28573	0.19
A117336	0.37	A241458	0.80	A247117	0.04	A29129	1.19
A229806	0.07	A241458	0.08	A119164	1.71	A29129	0.05
A229973	0.22	A242662	1.65	A247545	0.26	A29313	0.51
A229973	0.02	A242662	0.05	A247545	0.09	A29313	0.44
A230021	1.50	A243420	0.13	A247838	0.45	A29313	0.12
A230021	0.05	A243420	0.11	A247838	0.04	A29313	0.11
A230035	0.04	A243420	0.06	A248286	0.55	A29949	1.22
A230279	0.40	A118310	0.03	A248286	0.02	A29949	0.12
A30146	1.30	A3876	0.05	A3876	1.82	A52162	1.47
A30146	0.13	A3989	0.24	A46785	0.09	A52162	0.05
A30885	1.07	A3989	0.02	A47034	0.67	A52667	0.04
A101832	0.51	A40517	1.36	A47034	0.05	A5307	0.39
A101832	0.44	A40517	0.11	A47278	1.13	A5307	0.02
A119998	0.08	A41587	0.05	A47278	0.09	A53196	0.04
A30885	0.10	A42200	0.77	A47557	1.62	A53196	1.51
A31251	0.06	A42200	0.07	A47557	0.16	A53196	0.09
A31481	0.40	A43185	0.47	A48216	0.01	A54134	1.81
A31481	0.04	A120307	0.46	A48793	1.61	A54134	0.07
A32564	0.06	A43185	0.05	A120339	0.13	A54346	0.76
A32776	0.07	A43248	1.28	A48793	0.15	A54346	0.04
A32942	0.06	A43248	0.05	A49795	0.55	A54837	0.05
A34225	0.03	A43919	1.18	A49989	1.19	A55118	1.36
A35051	0.03	A43919	0.11	A49989	0.05	A101832	0.25
A35065	0.22	A43969	1.22	A50069	1.57	A101832	0.21
A35065	0.02	A43969	0.12	A50069	0.15	A120785	0.51
A36099	0.05	A44056	0.36	A50479	0.08	A120785	0.44
A36099	1.28	A44565	0.40	A50479	0.07	A55118	0.05
A36099	0.12	A120307	0.04	A50479	0.04	A55154	0.12
A37546	0.93	A44565	0.04	A50479	0.33	A5646	0.52
A1200	0.38	A44961	0.05	A50479	0.28	A5646	0.04
A37546	0.04	A4634	0.05	A50479	0.19	A5725	0.06
A37889	0.90	A46393	0.42	A5050	0.24	A5729	0.06

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A37889	0.07	A46393	0.04	A120749	0.24	A5836	0.99
A37910	0.22	A46442	1.48	A120749	0.14	A120785	0.23
A3844	0.89	A46442	0.15	A5050	0.02	A120785	0.20
A3844	0.05	A46785	0.92	A51089	0.09	A5836	0.07
A38499	1.36	A120339	0.44	A5159	1.20	A5862	1.70
A38499	0.11	A120339	1.38	A5159	0.05	A5862	0.12
A5871	1.19	A65688	0.68	A64947	0.04	A123060	1.07
A5871	0.05	A6656	1.22	A7036	1.24	A77085	0.15
A5890	0.05	A6656	0.09	A7036	0.09	A7711	1.80
A5912	1.46	A6692	1.69	A7072	1.48	A7711	0.05
A5912	0.11	A121949	0.09	A7072	0.05	A7761	0.24
A5916	0.05	A6692	0.07	A71033	1.67	A7761	0.02
A121430	0.78	A67614	0.54	A71033	0.05	A77675	0.67
A5994	0.73	A67614	0.04	A71097	1.03	A77675	0.05
A5994	0.05	A67777	0.48	A122969	1.25	A77869	1.16
A6002	1.26	A67777	0.04	A71097	0.10	A77869	0.11
A6002	0.07	A686	1.58	A71231	1.34	A79417	1.42
A6010	0.03	A686	0.05	A71231	0.05	A123060	0.10
A6182	0.13	A68620	0.04	A7216	0.81	A79417	0.14
A6182	0.09	A68864	1.70	A7216	0.05	A79467	0.51
A6193	0.03	A122806	0.01	A7266	0.48	A79467	0.44
A121430	0.07	A122806	0.77	A7266	0.04	A79467	0.25
A63472	0.04	A68864	0.12	A73168	0.86	A79467	0.21
A63535	0.10	A69000	0.90	A73168	0.08	A79863	0.51
A63535	0.07	A69000	0.07	A7397	1.71	A79863	0.44
A63896	1.15	A69212	0.94	A122969	0.12	A79863	0.23
A63896	0.05	A69212	0.09	A7397	0.09	A79863	0.20
A63963	0.04	A69587	1.06	A74679	1.38	A80416	0.05
A64032	0.01	A69587	0.04	A74679	0.13	A80925	0.08
A121949	0.02	A70108	0.74	A76079	0.01	A80925	0.05
A121949	0.74	A70108	0.05	A7676	0.90	A81062	1.15
A64717	1.79	A70144	0.98	A7676	0.07	A123254	1.01
A64717	0.07	A122806	0.07	A76970	1.22	A81062	0.11
A64947	0.08	A70144	0.10	A76970	0.12	A81486	0.04
A64947	0.02	A70324	1.60	A77085	1.55	A8155	1.59
A64947	0.12	A70324	0.05	A101981	0.95	A8155	0.07
A81832	0.08	A86814	0.12	A96168	0.03	A72003	0.28
A81931	1.06	A87163	1.21	A96645	0.30	A72003	0.24
A81931	0.10	A87163	0.14	A97570	1.74	A72003	0.53
A82082	1.28	A87717	1.05	A124436	0.04	A72003	0.16
A123254	0.09	A87717	0.11	A97570	0.16	A77530	12.14
A82082	0.12	A87820	0.67	A98027	0.38	A77530	12.14
A83101	0.03	A124256	0.05	A98027	0.04	A77530	13.71
A83101	1.81	A87820	0.06	A9814	1.74	A77530	4.03

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A83101	0.16	A8795	0.33	A9814	0.09	A77530	8.73
A83624	1.28	A8795	0.02	A98243	0.93	A77530	8.06
A83624	0.13	A88363	0.50	A98243	0.10	A77530	6.05
A84644	0.09	A88363	0.05	A98289	0.11	A77530	1.31
A84680	1.67	A88606	1.15	A98360	0.82	A77530	1.31
A84680	0.16	A88606	0.11	A98360	0.08	A77530	1.50
A848	1.71	A88985	0.30	A106684	2.36	A77530	0.44
A123470	0.48	A89135	0.06	A106684	2.03	A77530	0.97
A848	0.11	A89202	0.75	A106684	0.21	A77530	0.90
A84919	0.03	A89202	0.07	A106684	0.18	A77530	0.67
A85222	1.59	A89743	1.06	A81440	5.23	A252330	3.32
A85222	0.15	A89743	0.11	A81440	0.50	A252344	3.31
A85682	1.38	A9044	0.34	A49777	2.01	A138530	1.94
A85682	0.13	A9044	0.02	A49777	1.73	A138530	0.18
A85709	1.79	A93536	0.07	A49777	3.73	A143424	23.04
A85709	0.17	A94209	0.90	A49777	0.23	A100060	0.22
A8579	0.53	A124436	0.44	A49777	0.20	A121539	0.11
A123470	0.05	A94209	0.08	A49777	0.43	A93469	0.03
A8579	0.04	A951	0.03	A72003	2.97	A93491	0.23
A86440	0.95	A95558	0.05	A72003	2.55	A93491	0.03
A86440	0.09	A95558	0.99	A72003	5.49	A94231	1.76
A86814	1.34	A95558	0.09	A72003	1.69	A94231	0.16
A94245	0.57	A99740	1.44	A127991	0.32	A13427	0.39
A94245	0.05	A99740	0.14	A127991	0.11	A135007	0.43
A94425	0.55	A99817	1.60	A127991	0.27	A135007	0.04
A95003	0.80	A99817	0.19	A127991	0.20	A135534	0.06
A95003	0.52	A99849	0.44	A127991	0.01	A135534	0.05
A121935	1.23	A99849	0.38	A127991	0.19	A135566	0.54
A95003	0.05	A122018	0.15	A128010	0.01	A135566	0.05
A95774	0.07	A122559	0.35	A129080	0.46	A102569	0.42
A95774	0.06	A123137	0.28	A129080	0.04	A13562	1.00
A95774	0.14	A123349	0.36	A129157	0.43	A13562	0.01
A95774	0.13	A101503	0.08	A129157	0.02	A135700	0.67
A9616	0.09	A123515	0.20	A129175	0.16	A135700	0.06
A97601	0.26	A123515	0.02	A101521	0.03	A136225	0.26
A97601	0.02	A125541	0.23	A129599	0.11	A136978	0.04
A97750	1.77	A125816	0.21	A129599	0.01	A136978	0.04
A97750	0.17	A125816	0.02	A130881	0.11	A138201	0.03
A97782	0.80	A126377	0.18	A130881	0.01	A139154	0.07
A121935	0.11	A126377	0.02	A131374	0.05	A140937	0.03
A97782	0.08	A126458	0.42	A131586	0.59	A140937	0.03
A98108	0.39	A101503	0.01	A131586	0.06	A140937	0.04
A98388	0.09	A126539	0.34	A131829	0.28	A140937	0.05
A98388	0.01	A126539	0.03	A10160	1.64	A141880	0.36

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A98667	0.53	A126674	1.76	A131829	0.03	A141880	0.03
A98667	0.05	A126674	0.15	A132029	0.01	A142175	0.21
A98734	0.10	A127298	0.97	A132308	0.80	A142175	0.02
A98734	0.01	A127298	0.09	A132542	1.00	A142337	0.36
A98978	1.47	A127496	0.23	A132637	0.06	A142337	0.03
A122018	1.68	A127496	0.02	A132899	0.09	A142553	0.57
A98978	0.13	A127725	0.01	A10160	0.12	A102686	0.76
A99619	0.94	A101521	0.30	A133049	0.05	A142553	0.05
A142652	0.27	A148050	0.29	A155786	0.33	A147602	0.04
A142652	0.03	A148050	0.03	A104004	1.25	A163072	0.40
A142715	1.12	A149016	0.06	A104004	0.21	A163923	0.13
A142715	0.11	A149016	0.12	A155948	1.02	A163923	0.01
A142765	0.37	A150330	1.12	A155948	0.10	A165648	1.39
A142765	0.04	A150330	0.11	A155970	0.48	A165648	0.13
A143082	0.25	A150641	0.29	A155970	0.04	A166131	0.37
A144412	0.90	A103232	0.18	A156445	0.20	A166442	1.38
A100060	0.02	A150641	0.03	A156445	0.02	A166442	0.01
A144719	0.76	A15223	0.01	A157938	1.68	A166983	0.92
A144719	0.47	A15223	0.01	A157938	0.20	A166983	0.01
A144719	0.05	A152249	0.05	A158057	0.69	A166983	0.01
A144872	0.21	A152249	0.04	A104004	0.12	A167458	0.78
A144872	0.02	A152249	0.03	A104004	0.02	A167458	0.09
A145135	0.24	A152249	0.39	A158057	0.08	A167872	0.03
A145135	0.02	A152249	0.03	A158336	1.44	A104531	0.01
A145662	0.23	A152843	1.46	A159815	0.56	A104531	0.01
A145662	0.02	A152843	0.14	A159815	0.13	A104531	0.54
A145842	1.26	A153192	1.14	A161735	0.17	A167985	0.65
A102979	1.62	A153192	0.09	A161735	0.02	A168397	0.67
A145842	0.12	A153499	0.69	A161749	0.50	A168397	0.07
A146204	1.14	A103232	0.02	A16180	0.21	A168428	0.39
A146402	0.08	A153499	0.05	A104509	0.02	A168428	0.04
A146795	0.70	A153827	0.60	A104509	0.02	A169010	0.24
A146795	0.07	A153827	0.06	A104509	0.03	A169010	0.01
A146907	0.76	A154540	0.05	A104509	0.04	A17001	0.37
A146907	0.07	A155691	0.79	A16180	0.02	A100434	0.50
A147323	0.40	A155691	0.07	A162066	1.70	A104531	0.05
A102979	0.16	A155736	0.19	A162179	0.57	A17001	0.01
A147602	0.44	A155736	0.02	A162179	0.04	A170073	0.43
A170073	0.04	A179508	0.67	A187614	0.07	A19186	0.15
A171142	0.55	A179508	0.06	A188210	0.01	A192378	0.40
A171142	0.06	A179512	0.40	A18873	0.59	A192378	0.04
A17182	0.33	A179625	0.24	A18873	0.02	A192508	1.22
A17182	0.01	A179625	0.02	A189622	0.12	A192508	0.01
A172392	0.23	A181036	1.18	A106634	0.19	A192508	0.01

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A172392	0.70	A181036	0.12	A189622	0.01	A106832	0.09
A172392	0.07	A181527	0.01	A189640	0.35	A192710	0.14
A172649	0.02	A182371	0.90	A189640	0.02	A192710	0.01
A104838	0.34	A182371	0.07	A189802	0.30	A194093	0.47
A172829	0.01	A182565	0.78	A189802	0.03	A194093	0.04
A173407	1.29	A182565	0.07	A19005	0.11	A194110	0.35
A173407	0.13	A183026	0.46	A190419	0.10	A194552	0.76
A17439	0.37	A183026	0.04	A190419	0.01	A194552	0.05
A17439	0.03	A184230	0.23	A190900	0.26	A195306	0.27
A176138	0.44	A184230	0.01	A106634	0.02	A195306	1.08
A176138	0.04	A184294	0.57	A190900	0.02	A107820	0.10
A176831	0.66	A10516	1.17	A190928	0.13	A195306	0.10
A104838	0.03	A184294	0.04	A190928	0.01	A19546	0.33
A176930	0.16	A185787	1.13	A190964	0.35	A195667	1.71
A176930	0.90	A185787	0.09	A190964	0.03	A195685	1.81
A176930	0.07	A186153	1.51	A191079	0.23	A195685	0.14
A177568	0.60	A186464	0.19	A191079	0.02	A195914	0.20
A177568	0.06	A186464	0.02	A191097	0.69	A195914	0.18
A17768	0.38	A186509	0.26	A191493	0.61	A195914	0.14
A17768	0.03	A187056	0.13	A106832	0.90	A195914	0.32
A178768	0.35	A10516	0.05	A191493	0.06	A196948	0.46
A178768	0.03	A187056	0.01	A191510	0.24	A107820	0.01
A179099	1.36	A187399	0.13	A191510	0.02	A196970	0.03
A105105	0.18	A187399	0.21	A191817	0.05	A196984	0.65
A179099	0.14	A187614	0.97	A19186	0.17	A196984	0.06
A198091	0.24	A203783	1.23	A211475	0.67	A215603	0.50
A198091	0.02	A204492	1.49	A110053	0.38	A216259	1.64
A198285	0.12	A204569	0.12	A211605	0.06	A216259	0.16
A198285	0.01	A204569	0.01	A211619	0.06	A216817	0.89
A198861	0.12	A204866	1.28	A211669	0.06	A216817	0.58
A107915	0.36	A204866	0.01	A211673	0.06	A216817	0.06
A198861	0.01	A204866	0.23	A211722	1.44	A217021	0.37
A199138	0.92	A204866	0.01	A101369	0.60	A217021	0.04
A199449	1.06	A205494	0.23	A101369	0.01	A217463	0.88
A199449	0.01	A205494	0.02	A110053	0.03	A217463	0.13
A199467	0.01	A206333	0.31	A211722	0.13	A217463	0.03
A199796	0.65	A206333	0.06	A213271	0.06	A111794	0.05
A199796	0.06	A206595	0.32	A213271	0.07	A217580	1.04
A200309	0.86	A109397	0.22	A213497	0.57	A217580	0.69
A107915	0.03	A206595	0.03	A214124	0.11	A217841	0.53
A201202	0.47	A20743	0.25	A214124	0.01	A217841	0.05
A201482	0.22	A20743	0.01	A214502	1.78	A21812	0.11
A201482	0.01	A208224	0.80	A214502	0.17	A21812	0.01
A201892	0.13	A208224	0.06	A214570	0.24	A218497	0.13



REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A201892	0.01	A208715	0.06	A214570	0.02	A218677	0.47
A202399	0.27	A208797	0.11	A111780	0.35	A218677	0.03
A202399	0.01	A208797	0.01	A214584	0.70	A219449	1.04
A202745	0.13	A208878	0.11	A214584	0.07	A219449	0.12
A202745	0.25	A109397	0.02	A214683	0.54	A219449	0.01
A108476	1.10	A208959	0.52	A214683	0.02	A219746	0.14
A202763	0.04	A208959	0.20	A214809	1.47	A219958	0.57
A202763	0.04	A209505	0.52	A214827	0.34	A219958	0.52
A202763	0.03	A209505	0.05	A214827	0.03	A219958	0.39
A202993	0.48	A209983	0.39	A215572	0.12	A220105	0.38
A203549	0.11	A210978	0.01	A111780	0.03	A220105	0.03
A220448	1.58	A226256	0.01	A230639	0.78	A235332	0.47
A220448	0.12	A226274	0.30	A230639	0.03	A235332	0.05
A220470	1.58	A226274	0.01	A230643	0.82	A23640	1.58
A112255	0.10	A226288	0.11	A113211	0.05	A23640	0.01
A220470	0.12	A226288	0.01	A230643	0.03	A23640	0.21
A220682	0.69	A226319	1.29	A230774	0.20	A23640	0.02
A220682	0.05	A226319	0.11	A230788	0.48	A23668	0.35
A221274	0.45	A226323	0.03	A230823	0.01	A23668	0.03
A221274	0.02	A113009		A230823	0.01	A237089	1.30
A221341	0.45	A113009	0.11	A230887	1.85	A237089	0.04
A221373	0.83	A226535	1.45	A230887	0.07	A237502	1.38
A221373	0.08	A226535	0.05	A230891	1.43	A114394	0.10
A221864	0.27	A227113	0.75	A113568	0.27	A237502	0.03
A221864	0.03	A227113	0.03	A230891	0.05	A237601	0.05
A222307	0.12	A228034	1.00	A231415	0.29	A238324	0.12
A222767	0.38	A228034	0.04	A231712	0.40	A23834	0.07
A223264	0.06	A228048	0.51	A231893	0.33	A239803	0.55
A223917	1.38	A228048	0.02	A231893	0.03	A239803	0.05
A223917	0.01	A228331	0.06	A231960	0.44	A240983	0.01
A224036	0.76	A113009	0.01	A231960	0.04	A240983	0.01
A112651	1.47	A228381	1.06	A232192	0.36	A11504	0.80
A224036	0.05	A228953	0.26	A232192	0.50	A241543	0.75
A225088	0.01	A229563	0.01	A232322	0.01	A241543	0.63
A225268	1.09	A230184	0.53	A232322	0.01	A241543	0.31
A22567	1.41	A230184	0.02	A232697	0.22	A241543	0.05
A22567	0.13	A230233	0.01	A233473	0.49	A241543	0.04
A225844	1.05	A113211	0.51	A233473	0.01	A241543	0.02
A226193	0.30	A230481	0.01	A233522	1.79	A242680	0.13
A112651	0.13	A230512	0.18	A23488	0.19	A242680	0.01
A226193	0.01	A230611	1.31	A114394	1.07	A242739	0.60
A226256	0.30	A230611	0.15	A23488	0.01	A24309	0.10
A243321	0.15	A247234	0.12	A115940	0.98	A29098	0.11
A11504	0.04	A247234	0.06	A250994	0.02	A29147	1.30

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A245244	0.01	A247234	0.01	A251897	0.13	A29147	0.05
A245244	0.01	A247315	1.17	A252213	0.10	A116190	0.01
A245244	0.39	A247315	0.13	A26286	0.25	A29917	0.11
A245244	0.01	A247581	1.03	A26529	0.10	A30231	0.59
A24525	0.13	A247626	0.86	A26529	0.31	A30231	0.03
A245618	0.26	A247626	0.74	A26529	0.01	A30277	0.50
A245618	0.01	A115706	0.38	A27436	1.79	A30673	0.10
A245636	0.93	A247626	0.06	A27436	0.07	A31756	0.75
A245636	0.04	A247626	0.05	A115940	0.09	A31756	0.07
A245901	0.19	A248795	0.93	A27715	0.42	A116659	0.11
A115067	1.20	A248795	0.26	A27715	0.04	A32154	0.01
A115067	0.10	A248795	0.09	A27797	0.10	A325	0.73
A245901	0.02	A248795	0.03	A27797	0.01	A325	0.02
A246282	1.27	A249440	1.25	A27927	0.17	A33421	0.12
A246282	0.04	A249440	0.03	A27927	0.02	A34360	0.01
A246525	0.56	A249553	0.08	A28000	0.01	A35029	0.97
A246525	1.00	A250516	0.86	A28000	0.01	A35029	0.04
A246525	0.04	A250516	0.02	A28000	0.01	A116659	0.01
A246606	0.43	A250831	1.40	A28127	0.69	A36053	0.62
A246606	0.01	A250831	0.10	A28127	0.05	A36053	0.02
A247068	0.19	A250944	0.16	A116190	0.10	A36233	1.30
A247068	0.02	A250944	0.02	A28244	0.06	A36233	0.05
A247072	0.11	A250958	0.14	A28668	0.98	A36819	0.46
A101468	0.69	A250958	0.02	A28668	0.05	A37302	0.30
A115067	0.11	A250976	0.17	A28668	0.01	A37302	0.03
A115067	0.01	A250976	0.02	A28668	0.01	A37348	0.03
A247072	0.01	A250980	0.15	A28820	0.12	A116744	0.29
A247199	0.07	A250980	0.02	A28820	0.01	A37366	0.72
A247234	0.86	A250994	0.15	A29098	1.77	A38980	1.51
A38980	0.07	A48888	0.23	A6015	0.90	A66270	1.40
A4008	0.38	A48888	0.01	A6015	0.07	A66270	0.23
A41717	1.34	A49713	0.27	A6161	0.04	A66270	0.11
A41717	0.01	A117778	0.98	A63076	0.59	A66270	0.02
A42313	0.10	A50726	0.41	A63076	0.02	A66400	0.01
A42313	0.01	A50726	0.01	A63800	0.09	A66400	0.17
A101468	0.07	A50744	0.71	A64230	0.81	A66400	0.01
A42363	0.10	A50744	0.03	A64230	0.04	A66478	0.24
A43937	1.36	A50776	0.72	A118419	0.08	A66478	0.02
A43937	0.12	A50776	0.07	A64375	0.30	A67060	1.63
A44894	0.27	A50807	0.26	A64375	0.03	A67060	0.15
A44894	0.03	A51368	0.49	A64749	0.50	A119308	0.11
A45242	0.28	A51368	0.03	A65098	0.11	A68238	0.57
A45242	0.01	A51877	0.31	A65098	0.39	A68238	0.02
A45274	0.18	A51877	0.02	A65737	0.44	A68666	1.15

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A45274	0.16	A52423	0.08	A65737	0.03	A68666	0.57
A11685	0.17	A5262	0.05	A65804	0.75	A68666	0.09
A45288	0.25	A5262	0.64	A65804	0.02	A68666	0.04
A45288	0.01	A5262	0.04	A118419	0.01	A68698	0.19
A45797	0.80	A5294	0.20	A65999	0.08	A68698	0.01
A45846	0.03	A5294	0.01	A65999	0.07	A69690	1.31
A46618	1.17	A53100	0.12	A65999	0.14	A69690	0.19
A46618	0.11	A118095	0.37	A65999	0.13	A69690	0.06
A46668	0.53	A54049	1.60	A65999	0.02	A69690	0.01
A46668	0.01	A5691	0.23	A65999	0.12	A72396	0.62
A47395	0.11	A5691	0.01	A65999	0.11	A72396	0.06
A48315	1.48	A5753	0.73	A65999	0.23	A101486	0.08
A48315	0.42	A5753	0.05	A65999	0.21	A72508	0.01
A48315	0.06	A5892	0.03	A65999	0.04	A72508	0.01
A48315	0.02	A5984	1.24	A66270	0.02	A73091	1.29
A48513	0.44	A5984	0.06	A73091	0.04	A73221	0.01
A73645	0.99	A7941	0.04	A85024	0.10	A7941	0.66
A74205	0.20	A7955	0.18	A85024	0.01	A92075	0.02
A74205	0.02	A7955	0.01	A12051	0.06	A92075	0.02
A119849	0.06	A79764	0.74	A85646	1.79	A92219	0.01
A119849	0.05	A79764	0.07	A85646	0.17	A101418	1.22
A7577	0.16	A79831	0.88	A85943	0.47	A11180	0.04
A7577	0.01	A79831	0.08	A85993	0.01	A205246	0.06
A76489	0.20	A120181	0.14	A85993	0.01	A205246	0.04
A76489	0.02	A80795	0.17	A85993	0.01	A207515	0.08
A76835	0.10	A80795	0.02	A86571	0.34	A207515	0.01
A76835	0.01	A81553	0.31	A86571	0.03	A20874	1.42
A76849	1.42	A81553	0.03	A8781	0.22	A20874	0.06
A76849	0.13	A82294	1.33	A8781	0.01	A210770	1.87
A76899	0.41	A82294	0.11	A12065	0.37	A210770	0.08
A76899	0.04	A82294	0.13	A88309	0.10	A210946	0.86
A77071	1.02	A82294	0.01	A88309	0.01	A210946	0.25
A77071	0.61	A82587	1.34	A88313	0.06	A210946	0.03
A77170	1.53	A82587	0.12	A88511	0.33	A210946	0.01
A77170	0.22	A82852	1.17	A88511	0.03	A210982	1.50
A77170	0.15	A12051	1.08	A88674	0.76	A115562	1.35
A77170	0.02	A82951	0.06	A90544	0.71	A210982	0.06
A77459	0.42	A82951	0.05	A90544	0.07	A211015	0.50
A77459	0.04	A83999	0.47	A12065	0.03	A211443	0.41
A78334	0.12	A83999	0.04	A91087	1.63	A211443	1.16
A78334	0.01	A84383	0.37	A91087	0.16	A211443	0.03
A78528	1.80	A84383	0.04	A91708	0.51	A211443	0.09
A78528	0.18	A84743	1.42	A91708	0.06	A211592	0.44

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A120181	1.53	A84743	0.01	A92039	1.42	A211592	0.69
A78758	0.33	A84743	0.20	A92039	0.13	A211592	0.03
A78758	0.03	A84743	0.02	A92075	0.03	A211592	0.05
A92219	0.19	A92223	0.14	A93027	0.05	A212152	1.67
A92219	0.02	A92241	1.55	A9319	1.23	A212152	0.06
A121539	1.26	A92241	0.14	A9319	0.09	A212427	1.50
A92223	0.08	A92962	0.66	A93469	0.28	A115562	0.12
A92223	0.07	A93027	0.59	A40094	438.6	A213041	1.76
A213843	0.25	A232156	0.55	A242658	0.64	A38796	0.08
A215009	0.84	A232156	0.03	A242658	0.37	A41145	0.76
A215009	0.08	A232156	0.02	A242658	0.06	A41145	0.32
A215879	0.10	A232287	1.52	A242658	0.03	A41145	0.07
A216560	1.55	A232287	0.14	A242969	0.09	A41145	0.03
A124175	1.79	A232881	1.42	A127513	0.60	A42543	0.76
A216560	0.15	A232881	0.13	A127513	1.21	A42543	0.66
A216902	0.04	A232895	0.76	A245965	1.06	A42543	0.07
A216902	0.05	A232895	0.22	A245965	0.11	A42543	0.06
A217788	0.88	A232895	0.07	A246084	0.13	A46230	1.46
A217873	0.87	A232895	0.02	A246084	0.04	A46230	0.14
A217873	0.03	A233405	1.03	A246232	1.19	A4846	1.44
A218019	1.01	A233405	0.34	A249896	1.22	A135025	0.79
A218582	0.90	A233405	0.06	A249896	0.09	A135025	0.34
A124175	0.17	A233437	0.01	A250219	0.41	A4846	0.08
A218582	0.09	A233437	0.01	A250219	0.12	A51994	1.44
A21975	0.89	A233437	1.03	A101418	0.09	A51994	0.06
A21975	0.04	A233437	0.29	A127513	0.05	A54495	0.48
A220321	0.99	A126606	0.42	A127513	0.11	A54495	0.42
A220321	0.08	A233437	0.03	A250219	0.03	A54495	0.03
A221517	0.36	A233437	0.01	A250219	0.01	A54495	0.03
A221517	0.44	A233897	0.01	A250499	0.13	A54508	1.13
A221517	0.18	A233897	0.58	A251392	0.44	A54508	0.06
A221517	0.01	A233897	0.89	A251392	0.25	A54904	1.45
A222244	0.05	A233897	0.03	A251392	0.03	A54904	0.06
A222244	0.05	A233897	0.05	A251392	0.02	A5774	0.76
A224955	0.71	A235526	0.01	A251964	1.34	A5774	0.55
A224955	0.51	A238590	1.38	A251964	0.07	A135025	0.07
A125852	0.06	A238590	0.11	A28997	1.06	A135025	0.03
A125852	0.53	A239754	0.44	A28997	0.10	A5774	0.03
A125852	0.44	A239754	0.13	A30772	0.78	A5774	0.02
A125852	0.35	A239754	0.03	A30772	0.56	A5829	1.79
A125852	0.11	A239754	0.01	A129305	0.08	A5829	0.08
A125852	0.15	A239768	0.44	A129305	0.15	A5991	1.50
A125852	0.18	A239768	0.13	A129305	0.28	A5991	0.11

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A125852	0.09	A126606	0.04	A30772	0.07	A64127	0.01
A224955	0.07	A239768	0.03	A30772	0.05	A6593	0.74
A224955	0.05	A239768	0.01	A311	1.23	A6593	0.42
A227046	0.82	A24084	0.79	A311	0.01	A6593	0.03
A227046	0.58	A24084	0.11	A31689	1.39	A6593	0.02
A227046	0.03	A24084	0.03	A31689	0.13	A68436	0.06
A227046	0.02	A242626	0.64	A33142	1.52	A13558	0.15
A229103	0.91	A242626	0.37	A3349	0.88	A13558	0.94
A229103	0.09	A242626	0.06	A33845	0.76	A13558	0.13
A229941	1.20	A242626	0.03	A33845	1.09	A6935	0.79
A229941	0.13	A242644	0.64	A129305	0.01	A6935	0.03
A232106	0.88	A242644	0.37	A33845	0.03	A71849	0.01
A232106	0.03	A242644	0.06	A33845	0.04	A71849	0.77
A232156	0.96	A242644	0.03	A38796	0.79	A71849	0.03
A73708	1.66	A139352	1.30	A106684	1.55	A92598	0.39
A73708	0.07	A139352	0.10	A178786	0.16	A92598	0.10
A78037	1.33	A140626	0.70	A179760	0.05	A92598	0.04
A78037	0.12	A140626	0.30	A181923	0.81	A94051	0.44
A81175	0.70	A140626	0.06	A181923	0.12	A94051	0.41
A13558	0.03	A140626	0.03	A181923	0.08	A94051	0.87
A83688	0.68	A1412	0.05	A181923	0.01	A94051	0.03
A83688	0.98	A141565	0.15	A184898	0.99	A94051	0.07
A83688	0.06	A103476	0.05	A18774	0.37	A97930	1.52
A83688	0.09	A142206	1.14	A188814	1.11	A137344	0.09
A84298	0.01	A142206	0.11	A106684	0.14	A97930	0.06
A84298	0.71	A14794	0.76	A189668	1.67	A99227	0.70
A84298	0.10	A14794	0.06	A189668	0.14	A99227	0.30
A84298	0.06	A151495	0.26	A192481	0.88	A99227	0.06
A84298	0.01	A157415	0.98	A192481	0.25	A99227	0.03
A84545	1.62	A157415	0.56	A192481	0.09	A138742	1.73
A84545	0.16	A157415	0.11	A192481	0.02	A103476	0.51
A84662	0.45	A157415	0.06	A194782	0.37	A138742	0.13
A86472	0.18	A160977	1.43	A194782	0.30	A139302	1.79
A86472	0.57	A10629	0.81	A194782	0.06	A139302	0.17
A137344	0.90	A160977	0.12	A194782	0.15	A196867	0.11
A87028	0.46	A161901	0.88	A194958	1.96	A196867	0.07
A87028	0.59	A161901	0.25	A195883	0.46	A196867	0.01
A87028	0.25	A161901	0.09	A11180	0.64	A204050	1.62
A87028	0.01	A161901	0.02	A196164	0.93	A204050	0.07
A87028	0.05	A16306	1.93	A196164	0.26	A205066	0.22
A87028	0.02	A16306	0.07	A196164	0.09	A205246	0.71
A91055	0.39	A163630	0.78	A196164	0.03	A205246	0.40
A92598	0.90	A163630	0.22	A196867	0.77	A163630	0.07

REPORT ITEM CCS 551 REFERS

Assessment	Debit	Assessment	Debit	Assessment	Debit	Assessment	Debit
A163630	0.02						
A163842	0.85						
A163842	0.49						
A163842	0.08						
A163842	0.05						
A163856	0.76						
A163856	0.43						
A10629	0.06						
A163856	0.07						
A163856	0.04						
A165963	0.78						
A165963	0.67						
A165963	0.07						
A165963	0.06						
A166654	0.69						
A166668	0.69						
A176205	0.93						
A176205	0.06						
A178786	1.76						
<b>TOTAL</b>	<b>1436.71</b>						



Email [admin@advancehousing.com.au](mailto:admin@advancehousing.com.au)  
Phone + 61 (08) 9845 9697  
Office 121 Serpentine Road, Albany WA 6330  
Mail PO Box 5695, Albany WA 6332

ABN: 59 521 407 058 | ACN: 617 285 159

Mr Andrew Sharpe  
Chief Executive Officer  
City of Albany  
102 North Road  
ALBANY WA 6330

20 July 2023

**RE: REQUEST FOR CITY OF ALBANY LAND DONATION TO GREAT SOUTHERN FOYER PROJECT**

Dear Andrew,

I refer to the presentation on Great Southern Foyer by project proponents Advance Housing Ltd (AHL) and Albany Youth Support Association (AYSA) to the City of Albany's elected members and senior staff on Tuesday 18 July 2023, and our subsequent discussion on Wednesday 19 July 2023. I am now writing to formally request the donation of the proponents' preferred parcel of City of Albany owned land to the project.

To clarify, the proponents are requesting the donation of the land held by the City at 47 and 49 Wellington Street, Albany to AHL for the purposes of the Great Southern Foyer project.

This donation is requested on a freehold basis to support the effective financial viability of the project and to act as the foundation commitment for all planned advocacy for philanthropic donations and state and federal grant commitments. The proponents would not be seeking any further contribution from the City to site works or remediation and would be supportive of the City's commitment being contingent upon successful capital and operational funding being secured by the proponents within 3 years.

The project is the culmination of over eighteen months of detailed research, engagement, financial modelling, planning and design by the proponents with significant support from the City's mayor and our local MLA. The attached business case, and Tuesday's recent presentation, summarises the results of this work and sets out the ongoing intent for the delivery of the project. We are highly cognisant that the scale of the project is ambitious but believe that there is more than ample evidence to support an investment of this scale in our region's at-risk youth.

Foundation for opportunity

[AdvanceHousing.com.au](http://AdvanceHousing.com.au)

Aside from the donation of the land, the proponents will be seeking the City of Albany's ongoing commitment to supporting the project through promotion and advocacy to government and the broader community. The proponents see the City of Albany as vital partners in the delivery of this valuable community asset.

In support of this request, I have attached the Business Case prepared by the Brotherhood of St Lawrence and a copy of the presentation provided on Tuesday evening.

Should you require any further information on this request please contact the undersigned on [john@advancehousing.com.au](mailto:john@advancehousing.com.au) or 08-9845 9697.

Thank you for Council's support to date and I look forward to continuing to partner with the City on innovative housing projects, such as Great Southern Foyer, that enrich our community fabric through social and economic development.

Yours sincerely

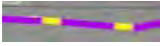
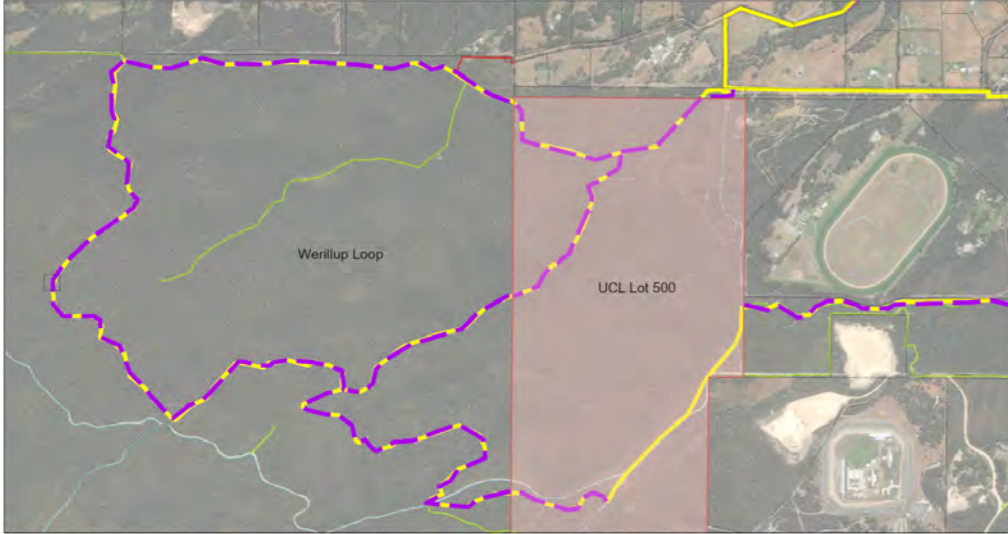
A handwritten signature in black ink, appearing to read 'John Lysaught', with a long, sweeping flourish extending upwards and to the right.


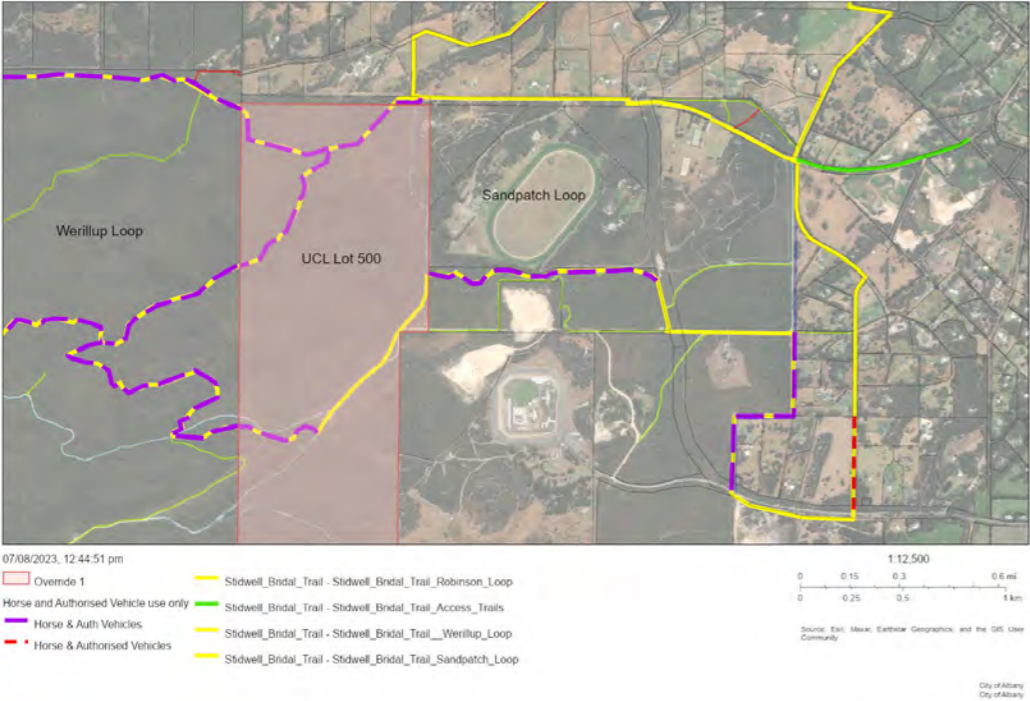

John Lysaught  
Chief Executive Officer


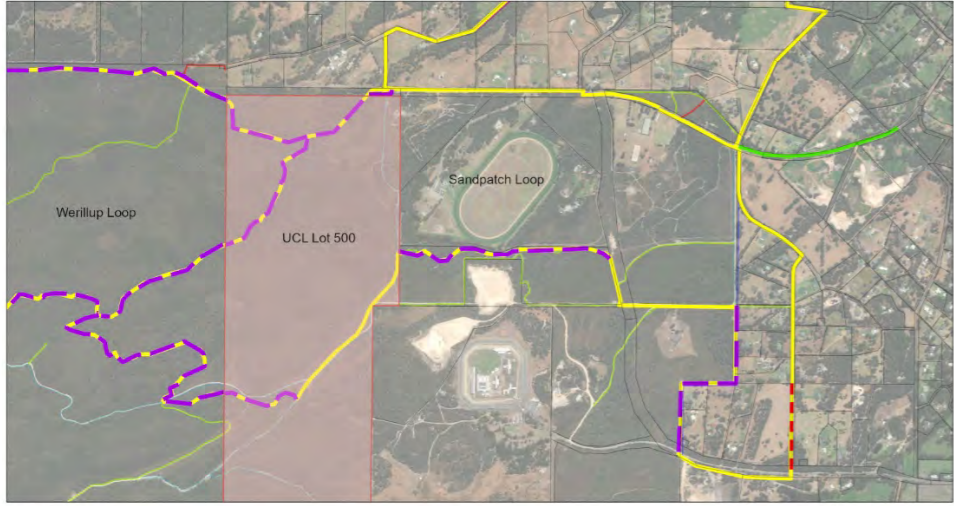

CC: Mr Matthew Gilfellon  
Executive Director Corporate and Commercial Services



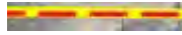
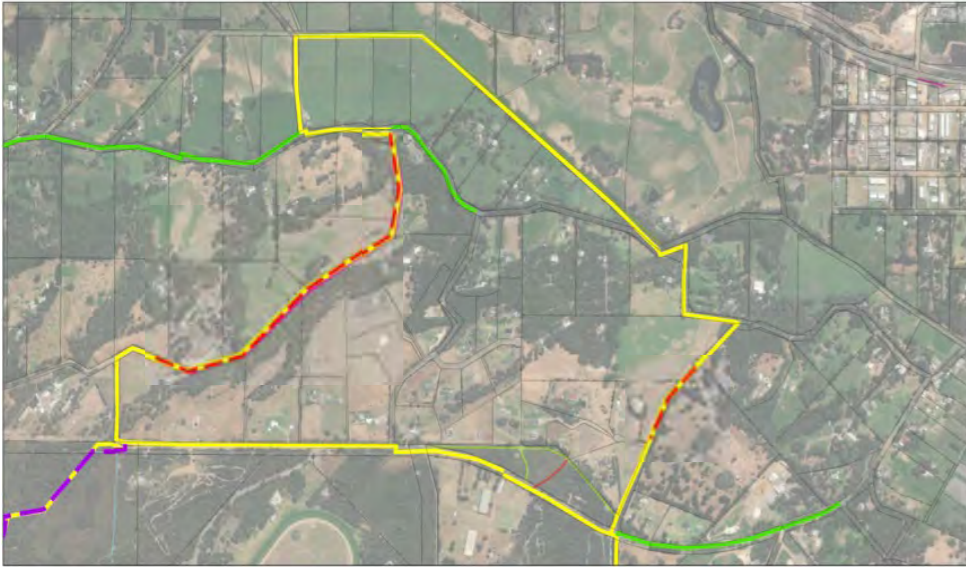

# WERRILUP LOOP


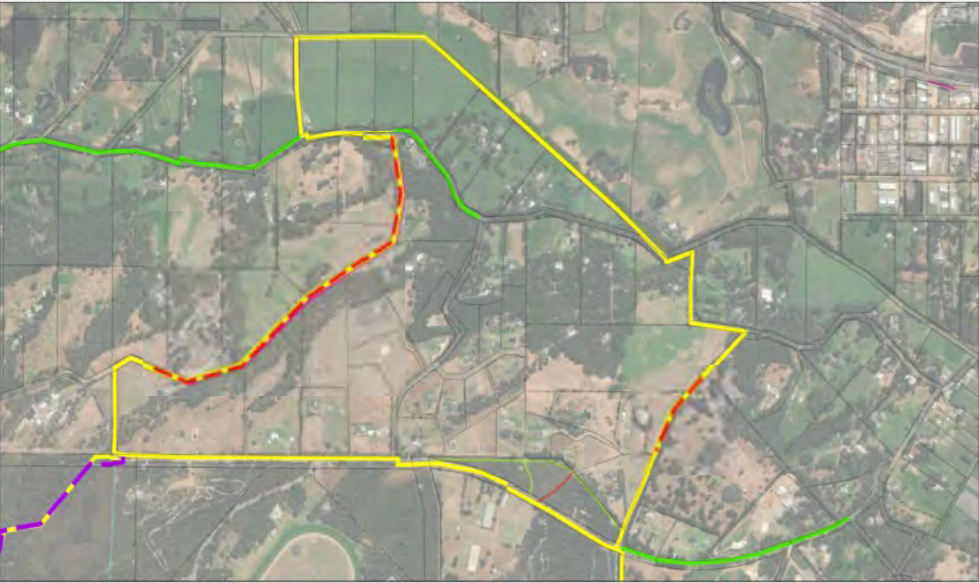
Proposed Change	Reason for Proposed Change	FSBT Feedback	CoA Officer Comment	Stakeholder Feedback
<p><b>WERRILUP LOOP</b> Whole loop to be dedicated as Horse and Authorised Vehicles Only in Sandpatch Reserve and UCL.</p> <p><b>Legend:</b>  - Purple dashed line on top of yellow line.</p> <p><b>Instrument of Authority:</b> Determination.</p> <p style="text-align: center;">Werrilup Loop Determination Map</p>  <p>07/08/2023, 12:43:33 pm</p> <p>Override 1</p> <p>Horse and Authorised Vehicle use only</p> <p>Horse &amp; Auth Vehicles</p> <p>Stidwell_Bridal_Trail - Stidwell_Bridal_Trail_Robinson_Loop</p> <p>Stidwell_Bridal_Trail - Stidwell_Bridal_Trail_Werrilup_Loop</p> <p>Stidwell_Bridal_Trail - Stidwell_Bridal_Trail_Sandpatch_Loop</p> <p>1:10,000</p> <p>0 0.13 0.25 0.5 mi</p> <p>0 0.2 0.4 0.8 km</p> <p>Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community</p> <p>City of Albany City of Albany</p>	<p>The Werrilup Loop is being considered as the most suitable section of the Stidwell Bridle Trail (SBT) to be designated as 'horse only'. This decision is based on several factors, including its location entirely within Sandpatch Reserve (managed by the City) and a parcel of Unallocated Crown Land (UCL; managed by the Department of Planning, Lands and Heritage). Importantly, there are no road reserves involved, and it is not immediately adjacent to occupied sites.</p> <p>It is important to note that a portion of this loop intersects with a fire access track. This specific section presents the most significant challenge in preventing unauthorized vehicles from using it, as it is frequently utilized by the public to travel through the northern part of Sandpatch Reserve.</p> <p>To address this challenge, the installation of signs and gates will be necessary to restrict public access and minimize conflicts with motorbikes and 4WD vehicles. By implementing these measures, the area accessible to licensed recreational vehicles within Sandpatch Reserve and the UCL will be reduced.</p> <p>However, it is crucial to emphasize that the entire Stidwell Bridle Trail must continue to allow access for authorized vehicles, including emergency management and maintenance vehicles.</p>	<p>Supportive of the proposed Authorised Vehicle and Horse only sections on the Werrilup Loop.</p> <p>Also supportive of allowing walkers on the trail.</p>	<p>Supported. Officers are in favour of the proposed designation of Authorised Vehicle and Horse only sections on the Werrilup Loop of the Stidwell Bridle Trail. This decision aims to enhance the experience and safety for horse riders in the area.</p> <p>We also acknowledge that walkers and dogs are permitted on the trail, with the understanding that dogs must be kept on a leash at all times.</p> <p>This requirement aligns with the City of Albany Dog Exercise, Rural Leashing, and Prohibited Area Policy, which ensures the safety and comfort of all trail users.</p> <p>By allowing walkers and leashed dogs to share the trail with horse riders, we promote inclusivity and accommodate a variety of recreational activities. This approach fosters a positive and harmonious environment for all trail users.</p> <p>In summary, we endorse the creation of horse-only sections on the Werrilup Loop while maintaining accessibility for walkers and leashed dogs on the Stidwell Bridle Trail.</p> <p>These measures will contribute to a balanced and enjoyable experience for all users of the trail, in accordance with the City of Albany's policies.</p>	<p><b>_Water Corp</b> – Supportive of the proposed change to the majority of the Werrilup Loop. Recommend deferring to DWER to review the shared used sections to the Northeast section of the loop.</p> <p><b>_DWER</b> – It is DWER's understanding that the only existing approved use of the trail is for horse riding – thus are supportive of the proposed Authorised Vehicle and Horse Only sections of the Werrilup Loop.</p> <p><b>_DPLH</b> – Not impacted, as only small section of the trail traverses over their land (Lot 500)</p>

SANDPATCH LOOP				
Proposed Change	Reason for Proposed Change	FSBT Feedback	CoA Officer Comment	Stakeholder Feedback
<p><b>SANDPATCH LOOP</b> Horse and Authorised Vehicles Only sections within Sandpatch Reserve and UCL.</p> <p><b>Legend:</b>  - Purple dashed lines on top of yellow line.</p> <p style="text-align: center;">Sandpatch Loop Determination Map</p>  <p>07/08/2023, 12:44:51 pm</p> <p>0 0.15 0.3 0.6 mi 0 0.25 0.5 1 km</p> <p>Source: Esri, Mapbox, Earthstar Geographics, and the GIS User Community</p> <p>City of Albany City of Albany</p>	<p>Most feasible sections of the Sandpatch Loop to be managed as horse only.</p> <p>To ensure the optimal management of the Sandpatch Loop, it is recommended to designate the most feasible sections of the loop as horse only areas.</p> <p>It is important to note that two sections of this loop coincide with fire access tracks. While these sections have the potential to be exclusive to horses, it is crucial to maintain access for authorized vehicles throughout the entire Stidwell Bridle Trail (SBT). Authorized vehicles include emergency management and maintenance vehicles.</p> <p>To effectively enforce the designated horse only areas and minimize conflicts with motorbikes and 4WD vehicles, the installation of signage and/or gates along these tracks is necessary. These measures will prevent public access and contribute to reducing potential conflicts.</p> <p>Implementing these changes will result in a reduction of areas where licensed recreational vehicles can operate, ensuring a safer and more suitable environment for horse riders within Sandpatch Reserve and Unallocated Crown Land (UCL).</p>	<p>Supportive of the proposed Authorised Vehicle and Horse only areas along the Sandpatch Loop.</p> <p>Also supportive of allowing walkers on the trail.</p>	<p>Officer's support for the proposed horse-only sections on the Sandpatch Loop of the Stidwell Bridle Trail.</p> <p>Furthermore, in accordance with the City of Albany Dog Exercise, Rural Leashing, and Prohibited Area Policy, it is important to note that by dog owners adhering to the leash requirement for dogs, we can minimize the potential for conflicts and create a more inclusive and enjoyable experience for all users of the trail.</p> <p>It is acknowledged that additional education will be required in promoting responsible dog ownership and trail etiquette.</p>	<p><b>_Water Corp</b> – Supportive of the proposed Authorised Vehicle and Horse only areas along the Sandpatch Loop. Provided it does not lead to additional tracks/trails being created for other recreational uses in the PDSWA.</p> <p><b>_DWER</b> - It is DWER's understanding that the only existing approved use of the trail is for horse riding – thus are supportive of the proposed Authorised Vehicle and Horse Only sections of the Sandpatch Loop.</p> <p><b>_DPLH</b> – Are supportive of the proposed Authorised Vehicle and Horse only areas along the Sandpatch Loop within the UCL. Licence with the City is for the purpose of the SBT. The licence is a non-exclusive licence. It is not intended for trail bikes and 4WD's, but the nonexclusive clause does not exclude other users.</p>
<p><b>SANDPATCH LOOP</b> Vehicle access prevented within section of road reserve with no constructed road. Southern end of Rowney Rd.</p> <p><b>Instrument of Authority:</b> Local Government Act 1995, Local Law.</p> <p><b>Legend:</b>  - Dashed red lines on top of yellow lines.</p>	<p>In order to prevent access by unauthorized motorized vehicles and reduce potential conflicts with motorbikes and 4WD vehicles, it is necessary to install signs and/or gates along this section of unconstructed road reserve.</p> <p>It's important to note that a road has never been constructed in this area to allow for public vehicle access. Access to constructed roads should be granted to adjacent landowners, and their input and approval should be sought during the consultation process.</p> <p>It is crucial to reassess the situation if there is a future need for road construction in these road reserves.</p> <p>Implementing these measures will assist in preventing public motorized vehicles from taking shortcuts but also enhance the safety of horse riders, as there is a blind hill along this particular section of unconstructed road.</p>	<p>Supportive of the proposed change.</p>	<p>Fully support preventing vehicle access in the unconstructed road section at the southern end of Rowney Rd.</p>	


Proposed Change	Reason for Proposed Change	FSBT Feedback	CoA Officer Comment	Stakeholder Feedback
<p><b>SANDPATCH LOOP</b>                      Shared use sections of trail within Sandpatch Reserve and UCL.  <b>Instrument of Authority:</b> Local Government Act 1995, Local Law.  <b>Legend:</b>  - Solid yellow lines.</p> <p style="text-align: center;">Sandpatch Loop Determination Map</p>  <p>07/08/2023, 12:44:51 pm                      1:12,500                      0 0.15 0.3 0.6 km                      0 0.25 0.5 1 km                      Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community                      City of Albany                      City of Albany</p>	<p>These section of the SBT are proposed to remain shared use.                      The section north of the Model Aero Club lease is proposed to remain shared use to enable continued access by the Club.                      Another section, located with the Unallocated Crown land, is proposed to remain shared use. This track connects Roberts Rd to other existing tracks within Sandpatch Reserve and as such is supported by the City to remain as shared use.                      To close access to licensed motorised vehicles at this location would push more vehicles onto the gravel Wind Farm Road. Synergy and Bright Energy have already expressed their concerns around the risk of motorised vehicles on this road to their workers and contractors. The Munda Biddi Trail also goes along the Wind Farm Road.                      Other unofficial tracks do exist in the eastern end of Sandpatch Reserve, but they are not maintained, are steep and boggy, and are not recommended for use.</p>	<p>Recommend that the entire Sandpatch Loop be Horse only.                       Inclusion of the Road Reserves within the determination would provide additional safety for SBT users and provide clear, consistent messaging for enforcement.</p>	<p>Considering feedback from the FSBT and for consistent enforcement, it is recommended to keep these two sections of the Sandpatch Loop as shared use, prioritising safety, and clear messaging.</p>	<p><b>_Water Corp</b> – Is not aware of any recreational uses consistent with operational policy 13 in the PDSWA other than the SBT so cannot comment on the reference to shared use – refer to DWER.   <b>_DWER</b> - It is DWER's understanding that the only existing approved use of the trail is for horse riding. Do not recognise the shared use nature of the trail. The Management tracks which are provided for water infrastructure and fire management on Crown Land within the focus area are not considered existing recreational facilities, or public roads. Refer to definition of 'public road' provided in Operational Policy 13 (2019). Therefore, use of vehicles on these routes by members of the public is not permitted. This includes use of horses as defined in the term 'vehicles' unless along the designated SBT.   <b>_DPLH</b> - Licence with the City is for the purpose of the SBT. The licence is a non-exclusive licence. It is not intended for trail bikes and 4WD's, but the nonexclusive clause does not exclude other users.</p>
<p><b>SANDPATCH LOOP</b>                      Shared use sections within Road Reserves with a constructed road.  <b>Instrument of Authority:</b> Local Government Act 1995, Local Law.  <b>Legend:</b>  - Solid yellow lines.</p>	<p>Sections of the Trail within constructed Road Reserves cannot be determined as horse only as residents cannot be denied access to their property via an approved crossover from a constructed road.                      Verge developments must not:                      Prevent any pedestrian from walking along the verge in preference to walking on the roadway.                      Prevent the City or any service authority from installing new services or maintaining existing services.                      Create a hazard for pedestrians/motorists/cyclists.                      Involve the clearing of native remnant vegetation.</p>	<p>Recommend that the entire Sandpatch Loop be Horse only.                       Inclusion of the Road Reserves within the determination would provide additional safety for SBT users and provide clear, consistent messaging for enforcement.</p>	<p>Officers recommend the City does not make a "Horse Only" determination to be applied to constructed Road Reserves, as it is important to recognize that other individuals also have the right to use road verges.                       Implementation of gates and signage will help prevent unauthorised vehicle access and promote proper usage.                       Furthermore, it is important to note that according to section 268 of the Road Traffic Code 2000, riders of animals are required to give way to pedestrians on footpaths or nature strips, ensuring the safety and priority of pedestrians in these areas.</p>	

# ROBINSON LOOP

Proposed Change	Reason for Proposed Change	FSBT Feedback	CoA Officer Comment	Stakeholder Feedback
<p><b>ROBINSON LOOP</b>                      Vehicle access prevented within sections of road reserve with no constructed road:                      _middle section of Manni Rd.                      _northern section of Sand Pit Rd.  <b>Instrument of Authority:</b> Local Government Act 1995, Local Law.  <b>Legend:</b>  - Dashed red lines on top of yellow lines.</p>  <p>02/08/2023, 5:16:03 pm                      Horse and Authorised Vehicle use only                      Horse &amp; Auth Vehicles                      Sidwell_Bridal_Trail - Sidwell_Bridal_Trail_Access_Trails                      Sidwell_Bridal_Trail - Sidwell_Bridal_Trail_Robinson_Loop</p>	<p>Signs and/or gates will need to be installed along these sections of unconstructed road reserves to prevent access by unauthorised motorised vehicles and hopefully reduce conflict with motorbikes and 4WD vehicles.</p> <p>These sections of roads have never been constructed to allow for public vehicle access. Adjacent landowners have approved access to constructed roads and will need to be consulted as part of this process.</p> <p>Future requirement for roads to be constructed in these road reserves, then the situation would need to be reassessed.</p>	<p>Supportive of the proposed change.</p>	<p>Supported.</p>	
<p><b>ROBINSON LOOP</b>                      Shared use sections within road reserves with a constructed road.  <b>Instrument of Authority:</b> Local Government Act 1995, Local Law.  <b>Legend:</b>  - Solid yellow lines.</p>	<p>These sections of SBT within the Robinson Loop are formed on designated Road Reserves (unmade or made). Road Reserves cannot be determined as horse only as residents cannot be denied access to their property.</p> <p>Verge developments must not:</p> <ul style="list-style-type: none"> <li>Prevent any pedestrian from walking along the verge in preference to walking on the roadway.</li> <li>Prevent the City or any service authority from installing new services or maintaining existing services.</li> <li>Create a hazard for pedestrians/motorists/cyclists.</li> <li>Involve the clearing of native remnant vegetation.</li> </ul> <p>As road verges should be available for pedestrians, dog walkers and other users it is not supported that they become 'horse only'.</p> <p>One section of this Loop (between Gledhow South and Robinson Rd) is parallel to a deep drain within a Water Corporation Reserve.</p>	<p>Recommend that the 'Horse only' is extended across the entirety of the SBT within the Robinson Loop.</p> <p>Inclusion of the Road Reserves within the Determination would provide additional safety for SBT users and provide clear, consistent messaging for enforcement.</p> <p>The FSBT acknowledge that the City cannot determine a horse only section within the Water Corporation reserve.</p>	<p>Officers recommend the City does not make a "Horse Only" determination to be applied to constructed Road Reserves, as it is important to recognize that other individuals also have the right to use road verges.</p> <p>Implementation of gates and signage will help prevent unauthorised vehicle access and promote proper usage.</p> <p>Furthermore, it is important to note that according to section 268 of the Road Traffic Code 2000, riders of animals are required to give way to pedestrians on footpaths or nature strips, ensuring the safety and priority of pedestrians in these areas.</p>	<p><b>_Water Corp</b> - Supportive of the proposed Authorised Vehicle and Horse only areas. This section of trail is on existing roads/drains and proposes no change to the existing SBT.</p>

Proposed Change	Reason for Proposed Change	FSBT Feedback	CoA Officer Comment	Stakeholder Feedback
<p><b>ROBINSON LOOP</b> Shared use feeder trails. <b>Instrument of Authority:</b> Local Government Act 1995, Local Law. <b>Legend:</b>  - Thin green lines.</p>  <p>02/08/2023, 5:16:03 pm Horse and Authorised Vehicle use only Horse &amp; Auth Vehicles Stidwell_Bridal_Trail - Stidwell_Bridal_Trail_Access_Trails Stidwell_Bridal_Trail - Stidwell_Bridal_Trail_Robinson_Loop</p> <p>1:9,028 0 0.1 0.2 0.4 mi 0 0.17 0.35 0.7 km Source: Eric Meier, Earthstar Geographics, and the GIS User Community</p>	<p>No Change proposed. These sections of trail are officially recognised as part of the SBT and provide residents/users with constructed trails that connect them with the SBT.</p> <p>These sections of trail are located on constructed road reserves and as such is not supported to be horse only.</p> <p>There are only three feeder trails officially recognised to be part of the SBT.</p>	<p>FSBT feedback is for these feeder trails to be considered horse only.</p>	<p>Categorising feeder trails as horse only is not supported due to these sections of trail being located along constructed road reserves. Refer to previous comments regarding constructed road reserves.</p>	

## NEW FEEDER TRAILS PROPOSED BY THE FSBT

Proposed Change	Reason for Proposed Change	FSBT Feedback	CoA Officer Comment	Stakeholder Feedback
<p><b>NEW FEEDER TRAILS PROPOSED BY THE FSBT</b> New feeder trails. <b>Instrument of Authority:</b> Local Government Act 1995, Local Law. <b>Legend:</b>  - Thick pale green lines.</p>	<p>Nine new feeder trails have been mapped and proposed by the FSBT. These are sections of road and 4WD tracks frequently used by horse riders to connect to the SBT and between different loops of the SBT.</p> <p>Advice from DWER is that any expansion or realignment within the Public Drinking Water Source Area must be approved under Operational Policy 13 -Recreation in Public Drinking Water Source Areas on Crown land.</p> <p>New feeder trails will need to be mapped, constructed and sign posted, as well as maintained by the City. In some cases, the clearing of native vegetation will be required.</p> <p>Horses are considered vehicles under the Road Traffic Code 2000, so can be driven, or ridden on constructed roads in the vicinity of the SBT.</p>	<p>Recommended that these sections of the trail are included within the determination as horse only.</p> <p>FSBT suggest there are discrepancies in the mapping and that not all feeder trails are formally recognised in mapping.</p>	<p>Officer recommendation is that new feeder trails are not considered at this stage as they are not formally recognised as part of the SBT. New feeder trails would need to be considered later as part of any trail expansion. Approvals, safety, and budget consideration will be required.</p>	<p><b>_Water Corp</b> - No comment as information from CoA is that they are not considering feeder trails at this stage. WC notes the comment regarding later stages of this process as part of any expansion process and recommends that any plans to expand the SBT should be outside of the Public Drinking Water Supply Area. Any proposed changes to feeder trails should be referred to DWER to assess under Operational Policy 13.</p>

# REPORT ITEM CCS 557 REFERS

City of Albany  
DIRECTOR COMMUNITY SERVICES  
ALBANY HERITAGE PARK  
For the Period Ended 30 June 2023

\$	2022/23 Current Budget	2022/23 YTD Budgets	2022/23 YTD Actuals	2022/23 YTD Variance	2021/22 Actuals	2020/21 Actuals	2019/20 Actuals	2018/19 Actuals	2017/18 Actuals
<b>TOTAL ALBANY HERITAGE PARK</b>									
Operating Income	1,219,500	1,219,500	1,537,847	318,347	1,361,201	1,379,857	1,164,520	1,784,482	1,565,575
Purchase of Stock	(260,000)	(260,000)	(247,117)	12,883	(257,856)	(231,912)	(183,802)	(312,925)	(260,065)
Operating Expenditure	(941,303)	(941,303)	(845,751)	95,552	(836,973)	(751,319)	(810,091)	(808,269)	(658,290)
<b>Net Operating Income/(Expense) before Indirect Costs</b>	<b>18,197</b>	<b>18,197</b>	<b>444,979</b>	<b>426,782</b>	<b>266,372</b>	<b>396,625</b>	<b>170,628</b>	<b>663,288</b>	<b>647,220</b>
Shared Costs of the Precinct	(762,517)	(762,517)	(725,833)	36,684	(721,653)	(617,901)	(685,092)	(708,063)	(769,233)
Internal Service Delivery	(116,288)	(116,288)	(116,280)	8	(101,389)	(94,564)	(98,697)	(87,681)	(93,442)
<b>Net Operating Income/(Expense)</b>	<b>(860,608)</b>	<b>(860,608)</b>	<b>(397,134)</b>	<b>463,474</b>	<b>(556,670)</b>	<b>(315,840)</b>	<b>(613,162)</b>	<b>(132,456)</b>	<b>(215,455)</b>
Capital Income	77,694	77,694	0	(77,694)	0	0	228,368	0	0
Capital Expenditure	(481,529)	(481,529)	(296,025)	185,504	0	(119,047)	(501,448)	0	(2,841)
<b>Grand Total</b>	<b>(1,264,443)</b>	<b>(1,264,443)</b>	<b>(693,159)</b>	<b>571,284</b>	<b>(556,670)</b>	<b>(434,887)</b>	<b>(886,242)</b>	<b>(132,456)</b>	<b>(218,296)</b>

\$	2022/23 Current Budget	2022/23 YTD Budgets	2022/23 YTD Actuals	2022/23 YTD Variance	2021/22 Actuals	2020/21 Actuals	2019/20 Actuals	2018/19 Actuals	2017/18 Actuals
<b>NATIONAL ANZAC CENTRE</b>									
Operating Income	850,000	850,000	971,166	121,166	853,491	896,969	778,039	1,185,681	1,037,295
Operating Expenditure	(556,691)	(556,691)	(510,716)	45,975	(470,303)	(400,999)	(445,512)	(463,555)	(358,723)
<b>Net Operating Income/(Expense) before Indirect Costs</b>	<b>293,309</b>	<b>293,309</b>	<b>460,450</b>	<b>167,141</b>	<b>383,188</b>	<b>495,970</b>	<b>332,527</b>	<b>722,126</b>	<b>678,572</b>
Shared Costs of the Precinct	(196,004)	(196,004)	(184,666)	11,338	(169,957)	(156,260)	(156,571)	(180,625)	(189,552)
Internal Service Delivery	(29,072)	(29,072)	(29,070)	2	(25,347)	(23,641)	(24,674)	(21,920)	(23,361)
<b>Net Operating Income/(Expense)</b>	<b>97,305</b>	<b>97,305</b>	<b>275,784</b>	<b>178,479</b>	<b>213,231</b>	<b>339,710</b>	<b>175,956</b>	<b>541,501</b>	<b>489,020</b>
Capital Expenditure	(373,835)	(373,835)	(197,452)	176,383	0	(119,047)	(237,118)	0	0
<b>Total</b>	<b>(276,530)</b>	<b>(276,530)</b>	<b>78,332</b>	<b>354,862</b>	<b>213,231</b>	<b>220,663</b>	<b>(61,162)</b>	<b>541,501</b>	<b>489,020</b>

\$	2022/23 Current Budget	2022/23 YTD Budgets	2022/23 YTD Actuals	2022/23 YTD Variance	2021/22 Actuals	2020/21 Actuals	2019/20 Actuals	2018/19 Actuals	2017/18 Actuals
<b>RETAIL</b>									
Sales	325,000	325,000	496,074	171,074	445,876	436,752	344,636	517,603	473,006
Purchase of Stock	(260,000)	(260,000)	(247,117)	12,883	(257,856)	(231,912)	(183,802)	(312,925)	(260,065)
<b>Sales less Stock</b>	<b>65,000</b>	<b>65,000</b>	<b>248,957</b>	<b>183,957</b>	<b>212,941</b>	<b>204,678</b>	<b>160,834</b>	<b>204,678</b>	<b>212,941</b>
Operating Expenditure	(239,512)	(239,512)	(238,880)	632	(255,166)	(238,997)	(243,957)	(247,979)	(211,878)
<b>Net Operating Income/(Expense) before Indirect Costs</b>	<b>(174,512)</b>	<b>(174,512)</b>	<b>10,077</b>	<b>184,589</b>	<b>(42,225)</b>	<b>(34,320)</b>	<b>(83,123)</b>	<b>(43,301)</b>	<b>1,063</b>
Shared Costs of the Precinct	(172,319)	(172,319)	(167,964)	4,355	(168,274)	(142,251)	(164,105)	(164,060)	(177,407)
Internal Service Delivery	(29,072)	(29,072)	(29,070)	2	(25,347)	(23,641)	(24,674)	(21,920)	(23,361)
<b>Net Operating Income/(Expense)</b>	<b>(346,831)</b>	<b>(346,831)</b>	<b>(157,887)</b>	<b>188,944</b>	<b>(210,499)</b>	<b>(176,571)</b>	<b>(247,228)</b>	<b>(207,361)</b>	<b>(176,344)</b>
<b>Total</b>	<b>(346,831)</b>	<b>(346,831)</b>	<b>(157,887)</b>	<b>188,944</b>	<b>(210,499)</b>	<b>(176,571)</b>	<b>(247,228)</b>	<b>(207,361)</b>	<b>(176,344)</b>

\$	2022/23 Current Budget	2022/23 YTD Budgets	2022/23 YTD Actuals	2022/23 YTD Variance	2021/22 Actuals	2020/21 Actuals	2019/20 Actuals	2018/19 Actuals	2017/18 Actuals
<b>FORTRESS</b>									
Operating Income	1,000	1,000	8,689	7,689	8,542	5,536	9,368	19,279	11,671
Operating Expenditure	(145,100)	(145,100)	(96,155)	48,945	(111,504)	(111,323)	(120,622)	(96,735)	(87,689)
<b>Net Operating Income/(Expense) before Indirect Costs</b>	<b>(144,100)</b>	<b>(144,100)</b>	<b>(87,466)</b>	<b>56,634</b>	<b>(102,962)</b>	<b>(105,787)</b>	<b>(111,254)</b>	<b>(77,456)</b>	<b>(76,018)</b>
Shared Costs of the Precinct	(196,774)	(196,774)	(186,314)	10,460	(191,297)	(159,475)	(181,707)	(181,317)	(200,819)
Internal Service Delivery	(29,072)	(29,072)	(29,070)	2	(25,347)	(23,641)	(24,674)	(21,920)	(23,361)
<b>Net Operating Income/(Expense)</b>	<b>(340,874)</b>	<b>(340,874)</b>	<b>(273,780)</b>	<b>67,094</b>	<b>(294,259)</b>	<b>(265,263)</b>	<b>(282,961)</b>	<b>(258,773)</b>	<b>(276,836)</b>
Capital Income	77,694	77,694	0	(77,694)	0	0	228,368	0	0
<b>Total</b>	<b>(263,180)</b>	<b>(263,180)</b>	<b>(273,780)</b>	<b>(10,600)</b>	<b>(294,259)</b>	<b>(265,263)</b>	<b>(64,593)</b>	<b>(258,773)</b>	<b>(276,836)</b>

\$	2022/23 Current Budget	2022/23 YTD Budgets	2022/23 YTD Actuals	2022/23 YTD Variance	2021/22 Actuals	2020/21 Actuals	2019/20 Actuals	2018/19 Actuals	2017/18 Actuals
<b>ALBANY HERITAGE PARK PRECINCT</b>									
Operating Income	43,500	43,500	61,918	18,418	53,292	40,600	32,477	61,920	43,603
Operating Expenditure	0	0	0	0	0	0	0	0	0
<b>Net Operating Income/(Expense) before Indirect Costs</b>	<b>43,500</b>	<b>43,500</b>	<b>61,918</b>	<b>18,418</b>	<b>53,292</b>	<b>40,600</b>	<b>32,477</b>	<b>61,920</b>	<b>43,603</b>
Shared Costs of the Precinct	(197,420)	(197,420)	(186,889)	10,531	(192,124)	(159,914)	(182,709)	(182,061)	(201,455)
Internal Service Delivery	(29,072)	(29,072)	(29,070)	2	(25,347)	(23,641)	(24,674)	(21,920)	(23,361)
<b>Net Operating Income/(Expense)</b>	<b>(153,920)</b>	<b>(153,920)</b>	<b>(124,971)</b>	<b>28,949</b>	<b>(138,832)</b>	<b>(119,314)</b>	<b>(150,232)</b>	<b>(120,142)</b>	<b>(157,852)</b>
Capital Expenditure	(107,694)	(107,694)	(98,573)	9,121	0	0	(264,330)	0	(2,841)
<b>Total</b>	<b>(261,614)</b>	<b>(261,614)</b>	<b>(223,544)</b>	<b>38,070</b>	<b>(138,832)</b>	<b>(119,314)</b>	<b>(414,562)</b>	<b>(120,142)</b>	<b>(160,693)</b>

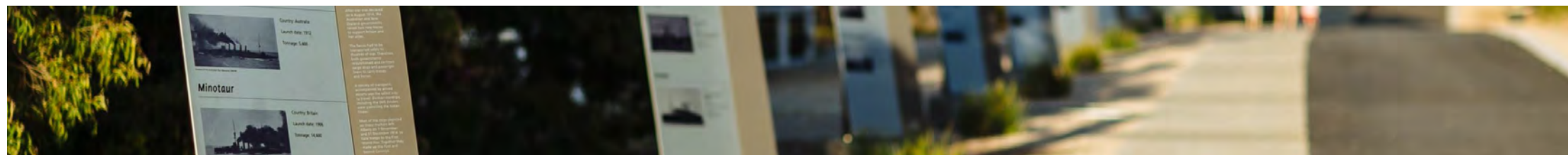
\$	Jun-23 Current Budget	YTD Budgets	YTD Actuals	YTD Variance	Jun-22	Jun-21	Jun-20	Jun-19	Jun-18
<b>RESERVES BALANCES</b>									
Albany Heritage Park Infrastructure Reserve	395,078	395,078	407,549	12,471	488,049	461,078	458,660	499,564	504,564
National ANZAC Centre Reserve	153,803	153,803	446,843	293,040	634,295	621,638	725,604	1,151,513	1,060,819



National Anzac Centre  
CCS Committee  
Q4 2022/23 Update

## NATIONAL ANZAC CENTRE VISITATION Q4

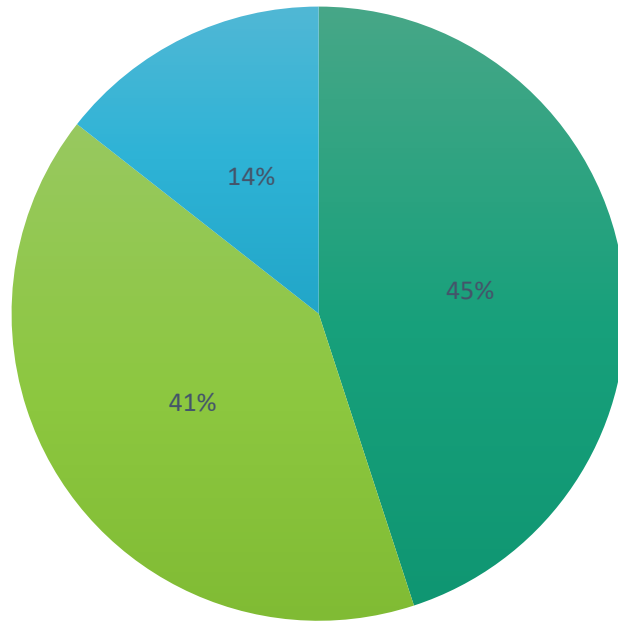
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
<b>2014/15</b>	0	0	0	0	10 001	6 433	9 778	5 855	8 735	11 246	5 707	3 420	<b>61 175</b>
<b>2015/16</b>	5 047	3 402	5 575	6 646	5 442	5 714	9 777	4 526	7 444	6 945	3 905	3 264	<b>67 687</b>
<b>2016/17</b>	4 300	2 928	5 616	6 016	4 440	5 123	7 639	4 192	5 751	7 534	4 143	2 952	<b>60 634</b>
<b>2017/18</b>	3 927	3 296	6 242	6 576	4 100	4 721	7 336	4 305	5 430	7 228	3 765	2 383	<b>59 309</b>
<b>2018/19</b>	3 329	2 620	5 324	6 760	4 950	4 868	8 078	5 006	8 303	10 289	3 424	2 514	<b>65 465</b>
<b>2019/20</b>	3 327	3 095	5 005	6 427	3 776	4 643	7 092	3 606	3 731	0	0	1 651	<b>42 353</b>
<b>2020/21</b>	4 798	2 795	4 592	5 914	3 840	4 974	8 199	3 213	5 171	7 426	4 226	3 400	<b>58 548</b>
<b>2021/22</b>	4 150	2 412	4 186	5 315	3 985	4 420	7 042	2 961	3 309	5 720	3 204	2 905	<b>49 609</b>
<b>2022/23</b>	3 728	3 364	5 521	6 213	4 617	4 086	6 258	3 588	5 741	7118	4271	2694	<b>57 199</b>
<b>TOTAL</b>													<b>521 994</b>





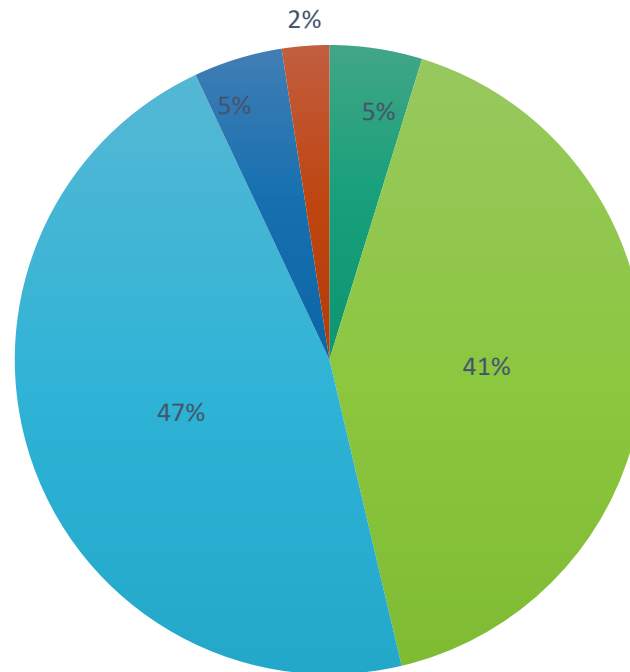
### NATIONAL ANZAC CENTRE VISITATION Q4

#### Q4 Visitation Type Apr - Jun 2023



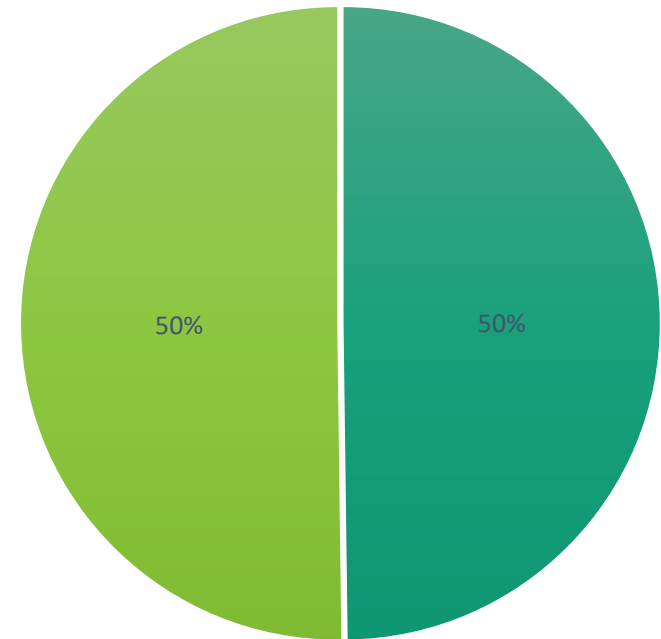
■ Adult ■ Conc. ■ Child

#### All Visitation Apr - Jun 2023



■ Great Southern  
■ Intrastate  
■ Interstate  
■ International

#### WA / Interstate Apr - Jun 2023



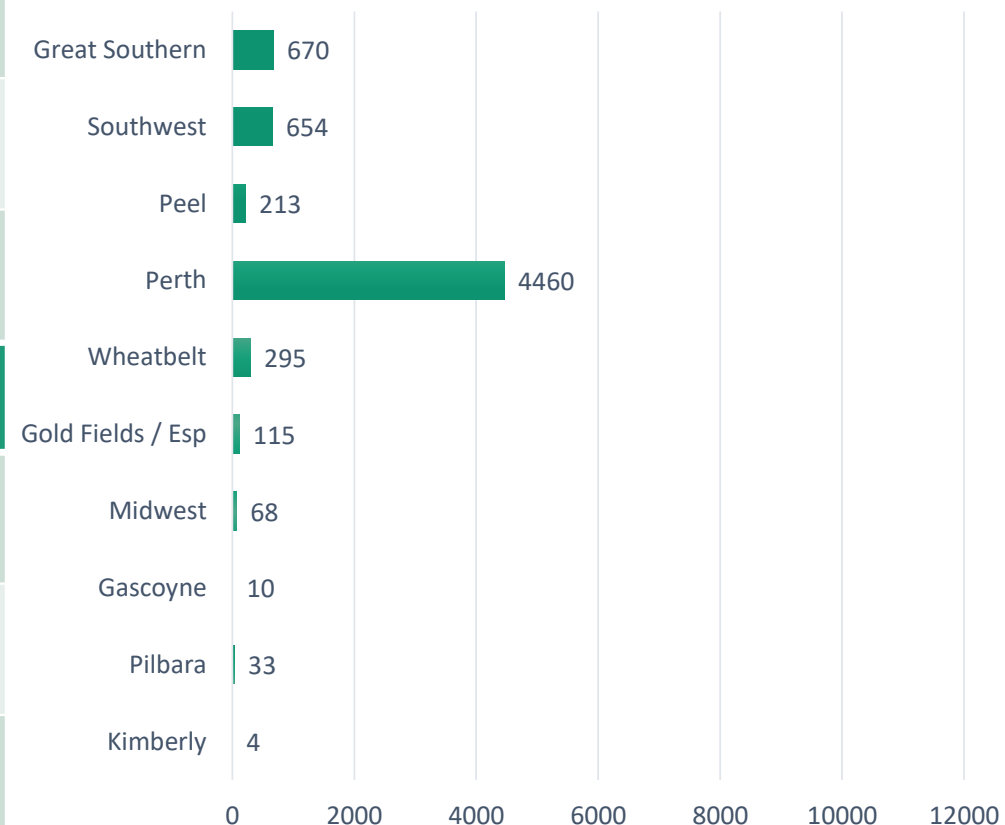
■ WA ■ Interstate

Great Southern / Rest of WA				
2022/23	April	May	June	Total
Great Southern	302	222	146	670
Rest of WA	3394	1353	1105	5852

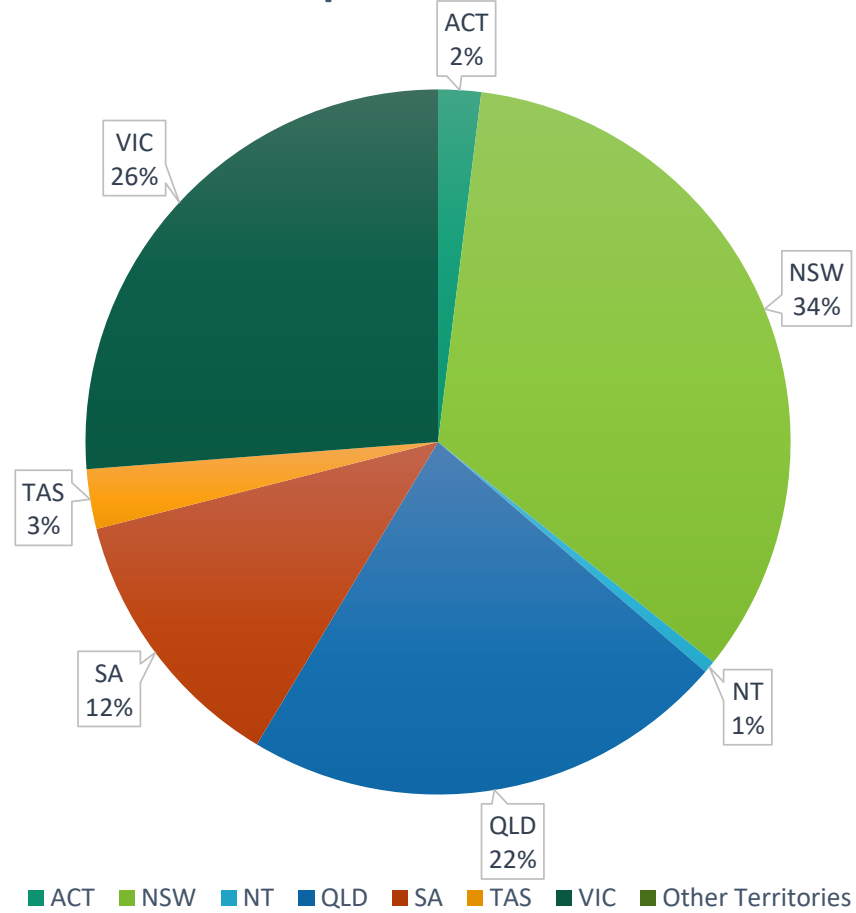
  

Australian / International				
2022/23	April	May	June	Total
Australian	6785	4079	2576	13,440
International	333	192	118	643

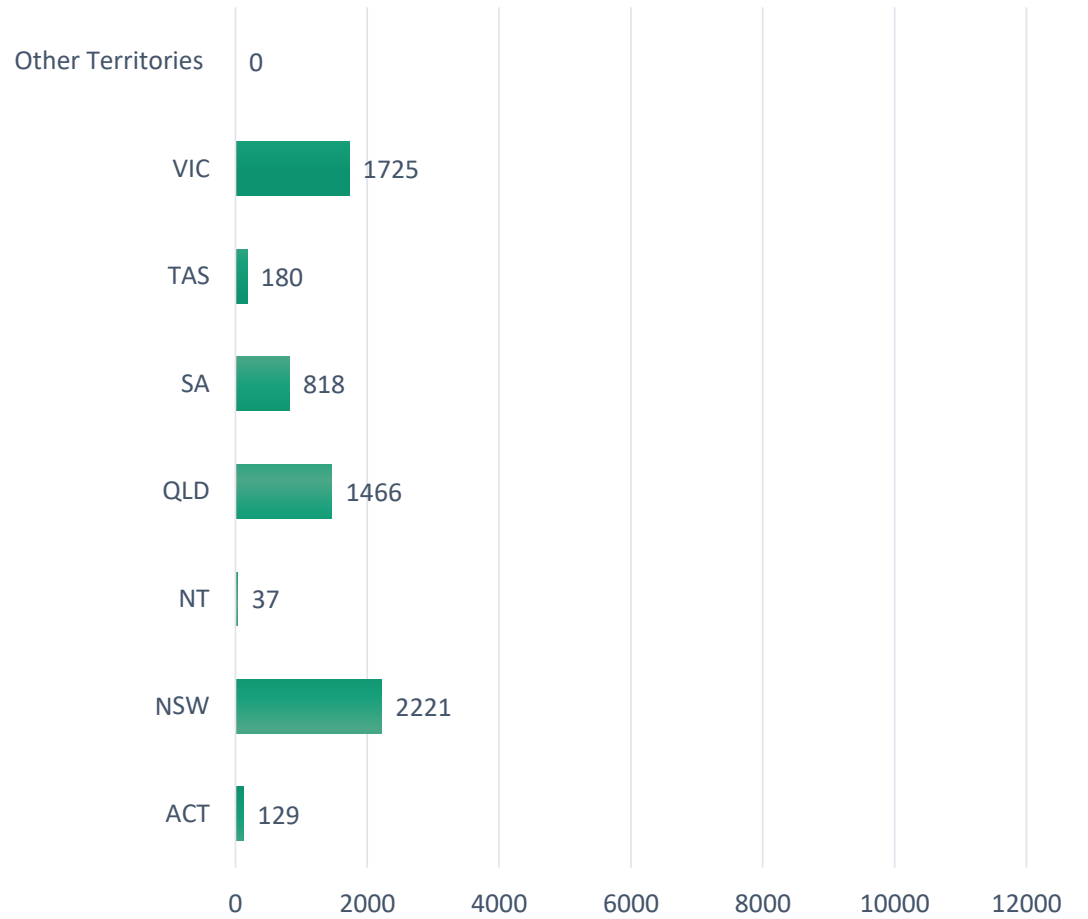
Western Australian Regions  
Apr - Jun 2023



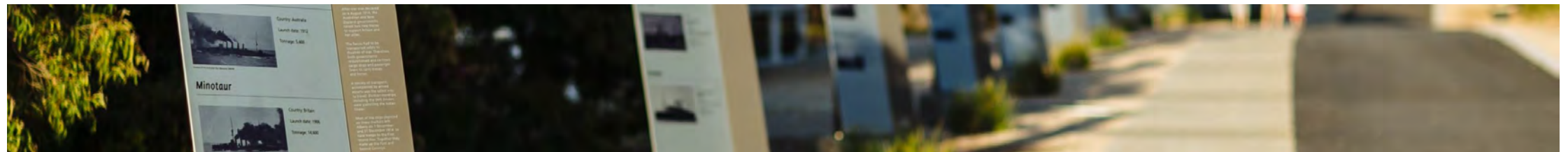
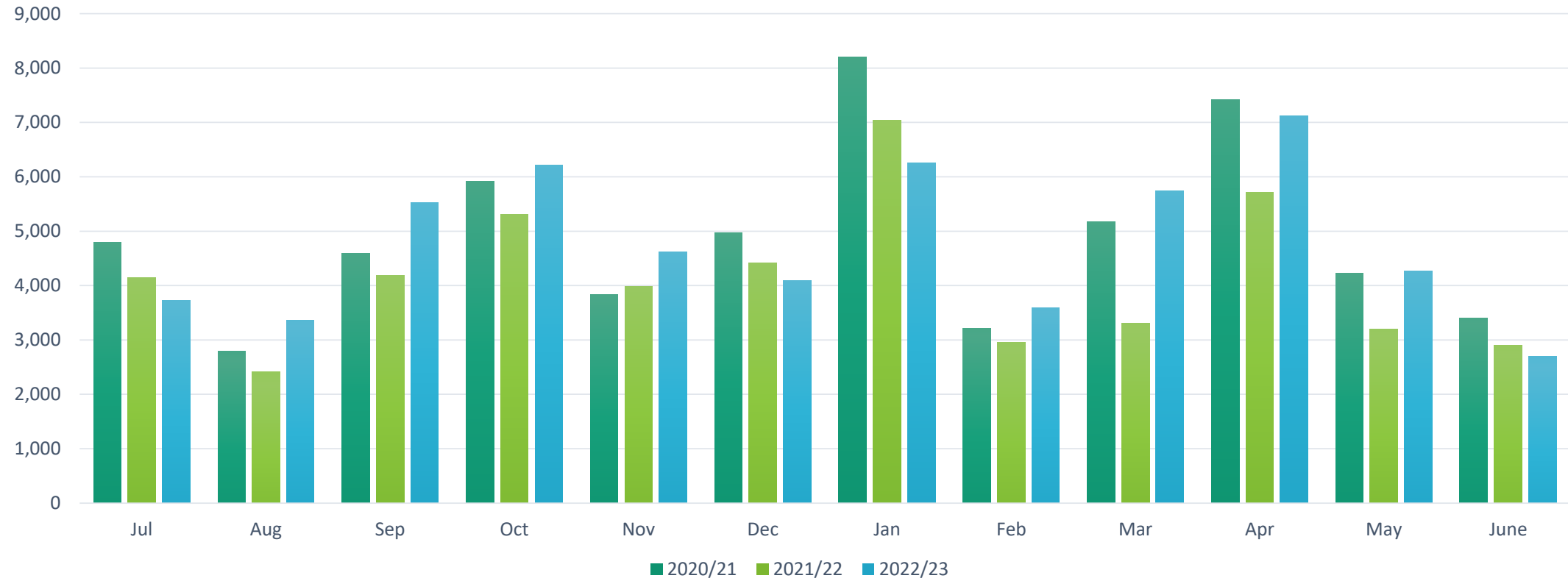
**Interstate Detail  
Apr - Jun 2023**



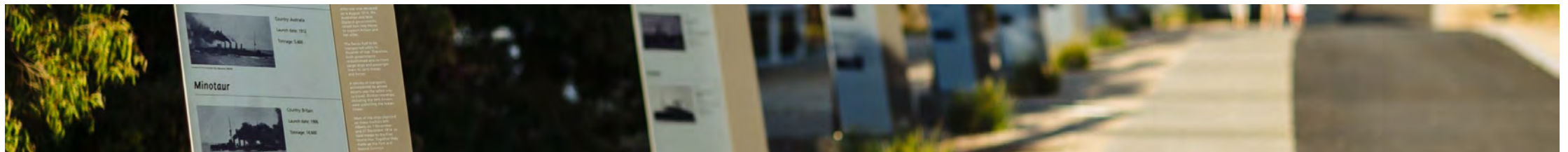
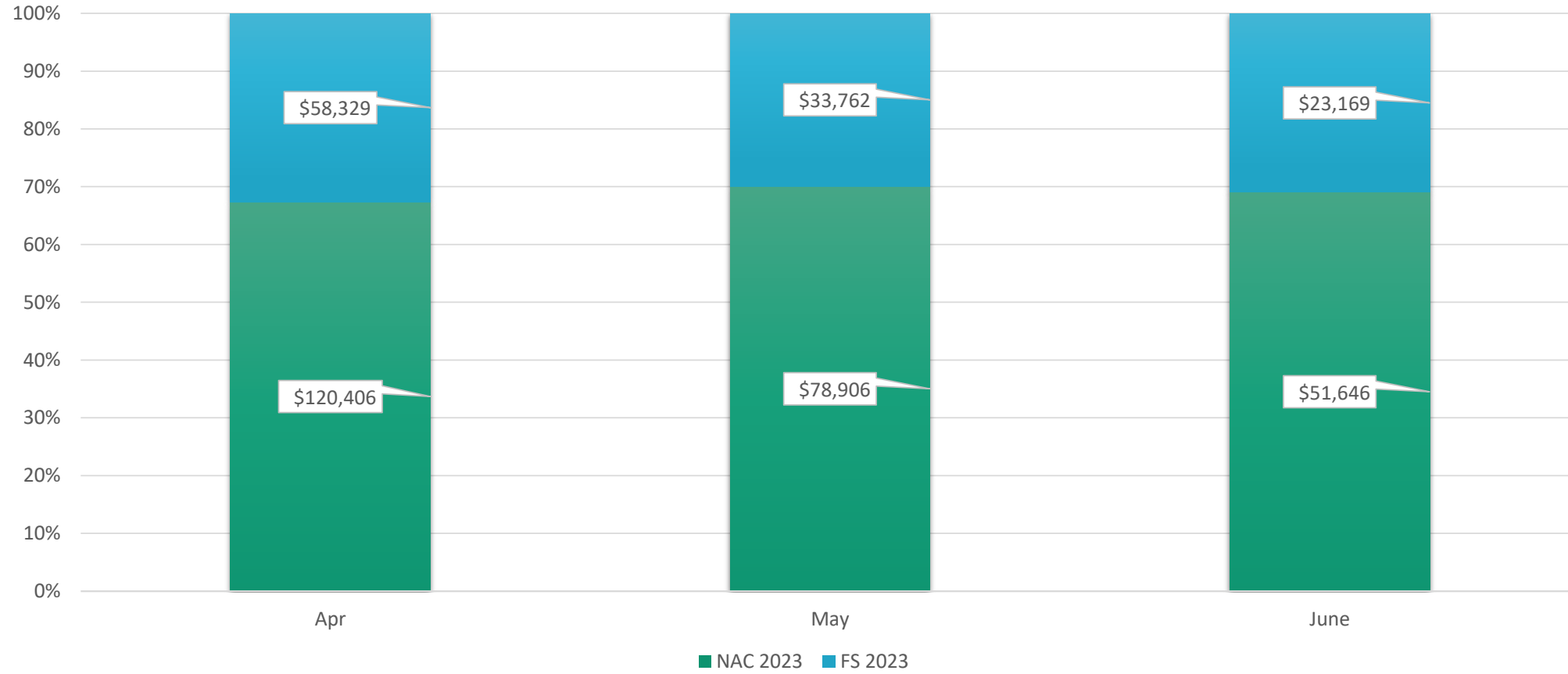
**Interstate Detail  
Apr - Jun 2023**



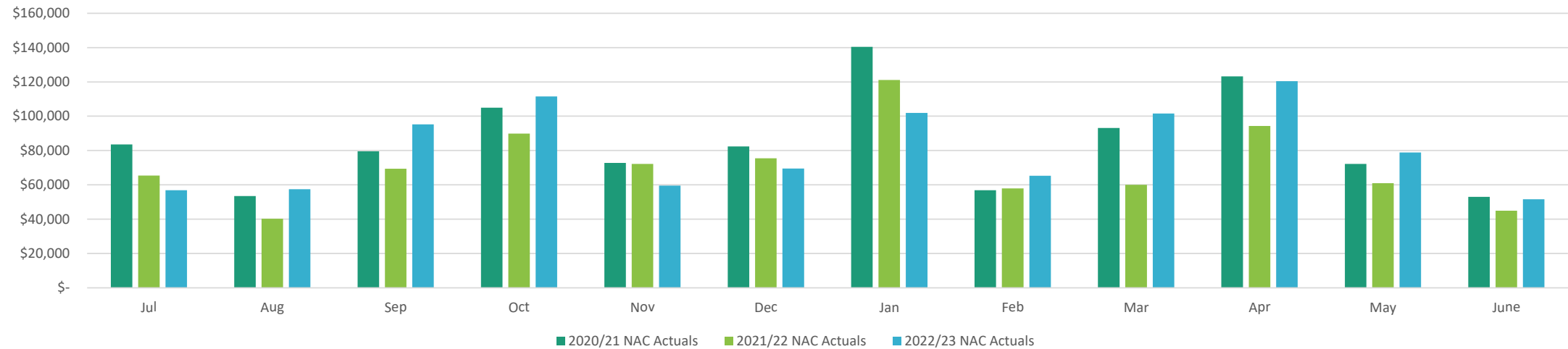
## Visitation - Financial Year Comparisons 2021/22 - 2022/23



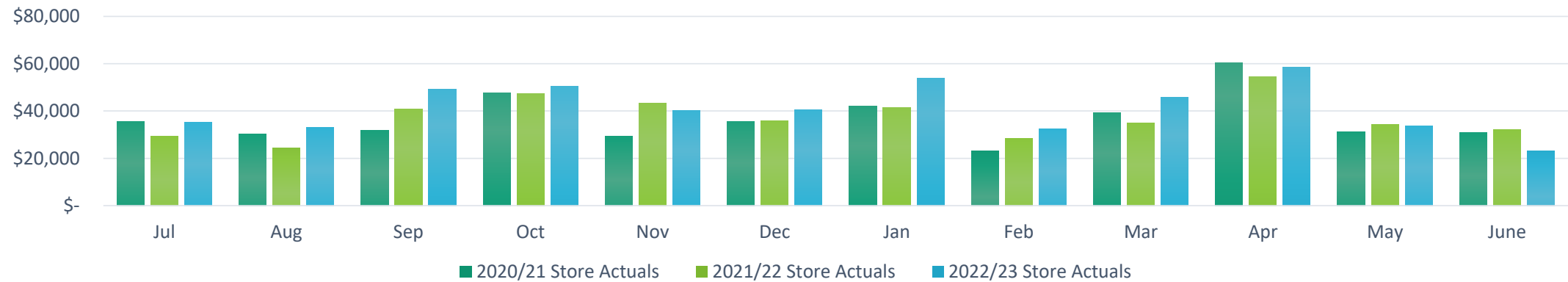
### NAC / Store % of Total Q4



NAC Revenue - Financial Year Comparisons  
2021/22 - 2022/23



Store Revenue - Financial Year Comparisons  
2021/22 - 2022/23



## LEAGUE OF LOCAL LEGENDS UPDATE Q4

- In August 2020 the NAC changed to new Point of Sale software – from Centaman to Vend.
- Vend counts LLL household Memberships, not individual people.
- When the LLL data was transferred over to Vend (Aug 2020), the number associated with the program changed from 5361 people to 2736 memberships (households).
- At 30 June, the LLL Program has a total of **8,959** memberships / households.

Visitation 22/23	Q1	Q2	Q3	Q4	Totals
	Jul - Sep 2022	Oct - Dec 2022	Jan - Mar 2023	Apr - Jun 2023	
New household Memberships	392	368	425	464	1649
Visits by a League of Local Legend	427	355	206	276	1264
Accompanying paying Visitors	193	221	238	228	880

**LEAGUE OF LOCAL LEGENDS**

**WHAT IS IT?**  
The League of Local Legends provides the Great Southern community with unique opportunities to access the award winning National Anzac Centre. It's free to join and the only requirement is that you reside within the shires of the Great Southern!

**WHAT DO YOU GET?**

- Receive free entry to the National Anzac Centre
- The paying visitors chaperoned by a member receive a 10% discount on entry to the National Anzac Centre
- Receive a 10% discount on purchases at the Forts Store Boutique
- Receive VIP newsletters about a range of exciting events and programs we will be running for our Local Legends

Register at [www.nationalanzaccentre.com.au/locallegends](http://www.nationalanzaccentre.com.au/locallegends)

**NATIONAL ANZAC CENTRE**  
Mon - Sun  
9.00am - 5.00pm  
67 Forts Road  
Albany WA 6330

**ARE YOU A LOCAL?**

Woodanilling, Katanning, Kent, Broomehill-Tambellup, Gnowangerup, Jerramungup, Cranbrook, Plantagenet, Albany, Denmark

## Q4 2022/23 HIGHLIGHTS

- Exceeded 521,994 visitors since opening.
- Local Legends program household memberships 8,959 continuing free entry to all Great Southern residents.
- Great Southern visitation made up 10.3% of overall WA visitation.
- Gun emplacement works completed stage one, with support of Royal Australian Navy.
- 26 schools visited, consisting of 449 students.
- Solar Panel Installation on the National Anzac Centre
- Self Serve Coffee option within the Fort Store activated in June
- 1,003 people participated in the Princess Royal Fortress tours, facilitated by volunteers.
- 2 final cruise ship visits for season – new season starts November 2023
- Phase 2 NAC refresh commenced, Reflection Pool completed. Implementation Plan developed.
- Works commenced on the Barracks Building, telling the continued story of PRF (Funding received from Saluting Their Service Commemorative Grants Program - \$77,694) aim is for official opening in August.





## 2022/2023 Focus

- Implementation of Marketing Plan
- Marketing the experience visiting the NAC PRF & Forts Store
- Take away beverage options for visitors onsite
- Local & Intrastate advertising campaigns
- Planning for new precinct wider interpretive technology
- Iventure flexi pass involvement
- Albany Heritage Park Master Planning
- Works completed on PRF Barracks room, the continued story of PRF (Saluting Their Service Commemorative Grants)
- Gun emplacement maintenance works in consultation with RAN in-kind works.
- Implementation of Phase 2 Refresh of National Anzac Centre, in partnership with WA Museum





Thank you



Department of  
Local Government, Sport  
and Cultural Industries

Office Use Only
TRIM: _____
Grant No: _____
Project Coordinator: _____

## CSRFF Small Grants Application Form

For projects up to \$500,000 to be acquitted by 15 June 2024

You **MUST** discuss your project with an officer from your nearest Department of Local Government, Sport and Cultural Industries office before completing and submitting your application. Failure to do so will render your project ineligible.

All applications **MUST** be submitted to your local government. Contact your local government to determine the cut-off date for the submission of applications.

DLGSC Contact Mel Eastough

Date:

Office: Great Southern

### Applicant's Details:

Organisation Name: Emu Point Sports and Community Centre

Postal Address: 2 Birss Street

Suburb: Emu Point State: WA Postcode: 6330

Street Address: 2 Birss Street

Suburb: Emu Point State: WA Postcode: 6330

### Preferred Contact Person:

All application correspondence will be directed to this person

Name: Gary Philpott

Title: Mr

Position Held: President

Business Phone:

Facsimile:

Mobile Phone: 0428936738

Email: epsci@westnet.com.au

### Organisation Business Details:

Does your organisation have an ABN? Yes  No  ABN: 16028395208

Is your organisation registered for GST? Yes  No  \* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGA's exempt

Is your organisation not-for-profit? Yes  No

Is your organisation incorporated? Yes  No  Incorporation #: A600065R \*

Bank details: Bank: Bendigo Bank BSB: 633000 A/c: 130078785

### Local Government Authority Details:

LGA: City of Albany

Contact:  Title: Dr  Mr  Mrs  Ms

Position Held:

Business Phone:

Facsimile:

Mobile Phone:

Email:

## PROJECT DETAILS

**Project Title (brief and specific): Modifications to make existing facilities “fit for purpose” and compliant with building codes and address access issues necessary for a public facility**

### Project Description:

The Emu Point Sports and Community Centre (EPSCC) is a sports and community centre located in Emu Point. The Club has 342 members and operates out of Clubrooms that were first constructed in 1974. Only minor additions have been made over the last 50 years and the Clubhouse is in desperate need of change and modification to make the facilities fit for purpose and compliant with current building codes – especially in regard to access for our members and the public.

As such the board of the EPSCC has developed a building master plan and are in the process of implementing this plan. Our major focus is on providing wheelchair and disability accessibility to our Clubhouse, bowling greens and tennis court and providing storage facilities for these sports and our members.

The master plan will be staged over several years - yet only the components of our master plan that are the highest priority and fit CSFRR guidelines have been included in this application.

The components of the plan that are the highest priority in this regard– and in order of importance - are

1. Change several internal rooms to construct a medical and bowls/sports storage rooms (refer to medical room and storage of 42m2 on the proposed attached floor plan)
2. Installation of an integrated covered access ramp and observation platform to facilitate access needs for members and guests to enter the Clubhouse from the tennis court area.
3. Expansion of the western verandah to increase the width to 4.7m and incorporate a wheelchair accessible ramp. This will enable people with physical disabilities and limited mobility (and their carers) to properly access the bowling green and utilise a shaded viewing area.
4. Changes to the male toilets to remove the urinals and instal new toilet cubicles so these toilets become a unisex facility.
5. Construction of a small front office and additional storage facility. Our present office is in a storeroom and with our growth plans and in order to manage the use of the Clubroom by our members and the community groups an office at the front of the building is required. This office will have adequate storage so all groups can store their equipment and consumables onsite – leaving our other storage areas for our bowls and tennis members.

### How did you establish a need for your project?

The vision of EPSCC board is to have facilities that are fit for purpose and in keeping with today inclusive standards. We want no limitations on access to our facilities by members and the general public. The core value of this project is to increase membership and physical participation and be able to offer our facility to all sectors of the community.

We currently have a healthy bowls and tennis membership base of 342 active members. We are unique in the Albany area as we are one of the few organisations that have a multi-use facility that is used by more than one sport all year round.

We are aware however there are many other sporting groups (darts, bocce) social groups (mah-jong and scrabble) and community groups (Probus Club, yoga groups, mothers' groups and fitness classes for the elderly) that need a "place to call home". We are currently in discussions with other sports that don't have a facility/complex to operate out of (e.g., Albany badminton club) as we feel we can accommodate their needs without encroaching but enhancing our renovation project. We also see a huge opportunity to assist with the NDIS disability support in Albany.

We attached letters of support from

- numerous disability service and aged care providers,
- sporting associations,
- community groups and
- accommodation providers

who understand the importance of the project and what we are trying to achieve.

The Boards plan is to be able to offer our clubhouse facility to these different groups, however our master planning sessions identified that our current facility is not appropriate. We have therefore developed a plan that can be staged, as Club finances allow, to update our facility for all users.

When applying for this grant we thoroughly reviewed the masterplan and removed those elements that did not fit CSRFF guidelines. These excluded elements will be staged and funded internally by EPSCC in future years.

This CSRFF grant application only incorporates a request for funding for elements of our plan that are the highest priority – centred primarily around the need to accommodate those with disability and mobility issues.

EPSCC Clubhouse is uniquely positioned in Emu Point with a captive market. Our facility is surrounded by 2 caravan parks, numerous villas, motels and BnB's so visitors to our city can enjoy continuing to play sports and socialise whilst on holidays. Our Clubhouse is a focal point for these parents to bring along their children and spend quality time with them – whilst on holidays - teaching them their sport of choice.

Emu Point also has an elderly population – many of the resident having lost a loved one and live at home alone. Our Club and its members become a focal point for social interaction and a sense of purpose – a place they can walk from home to and catch up with their mates. This encourages them to continue playing sport and remain active, not to mention the huge benefits it has on their mental state of mind. It gives them a sense of belonging and companionship.

Our club offers Friday night meals to members and the public. Over the years 8 to 10 disable people (clients) and their carers would gather on Friday for the meal and a catch up. With the introduction of the NDIS in 2018 clients were able to select their carers – resulting in a fragmentation of this group. We experienced a big drop off in numbers attending Friday night as the carers and support workers did not coordinate their client activities. The clients no longer catch up with one another – spending most of their time with their carer and in many cases socially isolated from their peers.

Seeing this fragmentation firsthand, our board sees an opportunity to assist with the coordination of the different NDIS disability support services in Albany, so clients have an opportunity to spend quality time with their peers. Our Club employs an office manager, and the Board envisages part of our managers role to contact the different NDIS service providers and offer a program so their disability clients can participate in a game of bowls, tennis, carpet bowls, bocce etc. supervised by our members and their carers. We see tremendous benefit to the clients physical and mental wellbeing. This program will continue to also offer meals on a Friday night to this group, so they have the opportunity to socialise amongst themselves and our members. This has huge benefits for the self-worth of all involved.

People are now living longer and consequently staying at home longer. EPSCC wish to allow our current and future patrons to enjoy the benefits of sport and community living as they age. We want our members and the social groups to be stay involved unfortunately, we see mobility and accessibility a real issue. The social fabric and ethos of our club would be lost if we did not address these accessibility issues.

Our Clubhouse was designed in 1974, when living and building standards were vastly different. The passage of time has meant our facility is no longer compliant with current building code rules regarding accessibility. The facility has huge potential but is currently underutilised due to our current building design limitations.

Therefore, after consultation with our members, our solution was to partially renovate our Clubhouse to address and achieve our vision.

According to our structural engineers' report, the basic structure of our building is sound and adequate to allow us to undertake this project. As such the project will focus on -

- Incorporation of elderly and disability covered access ramps and observation platforms to our bowling greens, tennis courts and Clubhouse.
- Provide plenty of storage and a medical room to cater for the increase usage from social and community groups. We don't want these groups having to remove equipment and consumables from the premises each time they use the facility.
- Given our target groups, upgrade the toilets to allow unisex use of them and
- Our current office is located at the back of the building in a storage room. Anyone wishing to visit the office and our office manager must walk through the main Clubhouse – often at busy times – which is off putting to the visitor. We wish to relocate the office to the main entrance of the building. It will be more accessible to the elderly, unintrusive, and Clubhouse activities can be coordinated in a professional and confidential manner. This will be very important as we coordinate individual and group sporting activities with disabled members and their carers. We would also like the front office area to store the specialist equipment needed for disabled sports (e.g., bowling arms and space wheelchairs)

#### **What alternatives were considered and why were they rejected (e.g cost, suitability, feasibility)?**

An extensive due diligence process was undertaken by the special EPSCC subcommittee responsible for this project.

To determine the best approach to the EPSCC vision, this committee first considered demolition of the existing facility and rebuild a new purpose-built Clubhouse. This was considered unviable, would put the club finances under extreme stress, result in a loss of membership whilst the new facility was being built and most importantly a waste of a building asset that has been well maintained and is still structurally sound.

A revised approach was undertaken and considering we are a "not for profit" organisation that must blend members needs, community needs and the need to remain viable, this revised plan was established. The current project is achievable and the "best fit".

EPSCC has the funds available to finance all the components of this project however is seeking CSRFF assistance so that the Club still have funds available to continue with the other elements of the project that do not fit the guidelines.

**How will your project increase physical activity?**

EPSCC view physical activity as not only playing sport but see getting out in the fresh air to view sport being played as having major physical and mental health benefits. As such we see the project having a major physical impact on the following groups -

Disabled sector - Our current facilities do not allow people with a disability or the elderly to actively participate or sit and view the sporting activity from the sidelines – rather they must go inside the Clubrooms. As such there is no motivation to participate or view these sports as they are separated from their colleagues. Given our intent to make accessibility a key element of the project and the Clubs desire to assist in disability client coordination, we anticipate more disabled clients will participate in a sporting activity organised for them – even if it is to view their mates "just having a go". Any organised event will become a highlight for their week and something for them to look forward to.

Elderly - Our facilities are adjacent to a nursing home. The managers of this facility are looking for activities that the residents can become involved with. Improvements in our access and mobility at our Clubrooms will allow the residents to be brought on an outing to sit and view sports they use to play.

Business Community - The Club is getting an increasing number of requests to book our facility from groups and businesses in the city. An example of this is booking barefoot bowls or the tennis courts for a Christmas function. Businesses are aware that they need to offer more than food and drink for such an occasion and incorporating a game of barefoot bowls/ tennis into this event provides a healthy alternative. With many businesses being multi-cultural and inclusive, we must have a facility that will provide for all staff members at these functions. Offering these function alternatives may help attract new people to learn a new sport and join our club.

**Have the full lifecycle costs of the project been considered, and can you afford the ongoing costs of managing, maintaining and replacing the facility? Will a specific asset replacement fund be created?**

The full lifecycle costs of the project were considered during our due diligence process. We calculated, that by undertaking this project, we could extend the serviceable lifespan of our facility by approx. 30 years. This is a massive return on investment for all parties involved in funding the project.

Also given the scope of our project, there are no major increases in ongoing costs to manage and maintain the facility. The Club has a very active group of volunteers that, on a weekly basis, undertake preventative maintenance on the building and it's surrounds. This will extend to the new project. We already employ an office manager and cleaner so the costs on managing the impact of the alterations will be minimal.

Yearly the Club prepares annual budgets which are then used to monitor our financial performance monthly during the year. The current budget of the Club incorporates the costs associated with the new project. This budget shows there is no detrimental impact on our cashflow position.

EPCSS already has in place sinking funds for future replacement of the bowling greens and the tennis courts. The Club contributes to these each year so there is less reliance on Government funding in future years when our surfaces need attention.

Our board has an active building maintenance committee when deals with building issues as they arise. We believe preventative maintenance on a regular basis is a cheaper alternative to ignoring issues as they arise. Given our master plan, the nature of this project and how it integrates with the present building, the board have been advised that the building structure will not require any major redevelopment for many years. Given this, the board does not consider that the need to establish a separate asset replacement fund – especially given our present commitment to our other sinking funds.

**Project location:** 2 Birss Street Emu Point WA 6330  
**Land ownership:** Who owns the land on which your facility will be located? City of Albany  
 Lease Expiry (if applicable): 30<sup>th</sup> June 2035

<b>Planning approvals</b>	If no, provide the date it will be applied for:			
<b>Where applicable, has planning permission been granted? (LGA)</b>	Yes	No	X	__1_/9_/2023
<b>Aboriginal Heritage Act?</b>	Yes	No	X	__1_/10_/2023
<b>Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)</b>	Yes	No	X	__1_/10_/2023
<b>Native Vegetation Clearing Permit?</b>	Yes	No	X	__1_/10_/2023
<b>Please list any other approvals that are required?</b>	Yes	No	X	__1_/11/2023
Building Permit				

**Do you share your facility with other groups?** Yes  No  If so, who: Clubrooms are shared by a Bowling Club, Tennis Club, Probus Club and available for hire to the general community

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
Bowling Club	55%	24 hours per week
Tennis Club	40%	23 hours per week
Probus Club and social	5%	4 hours per week

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, enter the number of users of the facility.

2020/21	2021/22	2022/23
333	341	342

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <https://www.dlqsc.wa.gov.au/sport-and-recreation/state-sporting-associations>

**What is the name of the State Sporting Association for your activity/sport?**

Tennis West and Bowls WA and Bowls Australia

**Have you discussed your project with your State Sporting Association?** Yes  No

Contact Name: Scott Culpin – Tennis West and Troy Kinnane – Bowls Australia

Date of contact: 8<sup>th</sup> June 2023 and 6<sup>th</sup> June 2023

**PROJECT DELIVERY**

Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.

Task	Date
Attainment of Council approvals	November 2023
Preparation of tender/quotes for the major works contract	November 2023
Issuing of tender for major works	January 2024
Signing of major works contract	January 2024
Site works commence	January 2024
Construction of project starts	January 2024
Project 50% complete	March 2024
Project Completed	June 2024
Project hand over and acquittal	June 2024

Are there any operational constraints that would impact on the construction phase of your project? (such as your sporting season, major annual event or inclement weather) – provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral.

The project will be managed around our sporting season of September to April. Our project will not affect the playing surfaces and as we have 3 entry access to the building, any alterations to the building structure for the construction of the disability facilities and storage will not impact our operations. The only major constraints will be inclement weather.

**GST**

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

EPSCC is registered for GST

**PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE**

The Organisation acknowledges and agrees that this Application 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 Application, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

**APPLICANT'S CERTIFICATION**

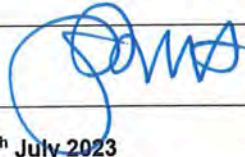
I certify that the information supplied is to the best of my knowledge, true and correct.

Name: Gary Philpott

Position Held: President



Signature:

A handwritten signature in blue ink, consisting of a large circular loop followed by several vertical strokes, written across two horizontal lines.

Date:

15<sup>th</sup> July 2023

## LODGEMENT OF YOUR APPLICATION

- Applications including **all attachments** are to be received electronically and officially submitted to [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au) by the cut off date. A hard copy can also be provided and should be clipped at the top left-hand corner, please do not bind.
- It is recommended that you **retain your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly named and identified** and submitted with the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

- Application form.**
- Incorporation Certificate.**
- Confirmation of Public Liability Insurance cover to \$10 million**
- Two written quotes.**
- If your project involves the upgrade of an existing facility, include **photograph/s** of this facility.
- Locality map, site map and building plans** (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
- Income and expenditure statements** for the current and next financial years. (LGAs exempted).
- Written confirmation of financial commitments** from other sources including copies of **council minutes**. (If a club is contributing financially then evidence of their cash at hand must be provided).
- For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
- Itemised project cost for components** and identified on the relevant quote for each (including cost escalation).
- For projects involving floodlighting, a **lighting plan** must be supplied showing lux, configuration and sufficient power supply

### Your application will be considered not eligible if:

- You have not discussed your project with the Department of Local Government, Sport and Cultural Industries and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. **There is no onus on Department staff to pursue missing documentation.**
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made in October and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

**DEVELOPMENT BONUS APPLICANTS ONLY**

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DLGSC office to determine eligibility before applying.**

Category	Details
Geographical location	<input type="checkbox"/> Regional/remote location
	<input type="checkbox"/> Growth local government
Co-location	<input type="checkbox"/> New
	<input type="checkbox"/> Existing
Sustainability initiative	<input type="checkbox"/> Water saving
	<input type="checkbox"/> Energy reduction
	<input type="checkbox"/> Other
Increased participation	<input type="checkbox"/> New participants
	<input type="checkbox"/> Existing participants – higher level
	<input type="checkbox"/> Special interest
	<input type="checkbox"/> Other

**PROJECT BUDGET**

**ESTIMATED EXPENDITURE**

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component. **PLEASE ITEMISE BY COMPONENT (e.g changerooms, storage, kitchen) rather than materials (electrician, plumber, finishings).**

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
Medical Room and Storage	20,500	22,550	QS report from Chris O'Keefe – July 2023
Covered access ramp and observation platform for tennis	47,000	51,700	QS report from Chris O'Keefe – July 2023
Disabled access verandah and ramp	106,000	116,600	QS report from Chris O'Keefe – July 2023
Unisex bathroom	21,500	23,650	QS report from Chris O'Keefe – July 2023
Office and storage	105,000	115,000	QS report from Chris O'Keefe – July 2023
<b>Donated materials (Please provide cost breakdown)</b>			
<b>Volunteer labour (Please provide cost breakdown)</b>			
<b>Sub Total</b>	300,000	330,000	
<b>Cost escalation</b>	81,150	89,265	Cost escalation is based on QS. The cost consultant used 10% for design contingency and 5% for contract contingency
<b>a) Total project expenditure</b>	381,150	419,265	

- At least **two written quotes or QS estimate** required for each component.
- If your project includes a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.

- Projects that do not meet **Australian Standards** are ineligible for funding.

**PROJECT FUNDING**

Source of funding	\$Amount ex GST	\$ Amount inc GST	Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	90,575	99,632		
Applicant cash	100,000	119,633	Y	Refer attachments for proof of EPSCC funds on hand at 30 <sup>th</sup> June 2023
Volunteer labour				
Donated materials				
Other State Government funding				
Federal Government funding				
Other funding – to be listed				
CSRFF request	190,575	200,000	N	
<b>b) Total project funding</b>	<b>381,150</b>	<b>419,265</b>		<i>This should equal project expenditure as listed on the previous page</i>

**REQUIRED: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated, where would the extra funds be sourced from? Is this funding confirmed? If the project scope would be reduced, which components would be revisited?**

As mentioned in the submission above EPSCC has funds on hand to complete this component of the project if funds approved are less than the amount sought. This will however have an impact on those parts of the masterplan for which CSRFF funding has not been sought. Those components will have to be delayed until the Club has funding available at some future point.

**GST**

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

**PROJECT ASSESSMENT SHEET**

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

<b>Name of Local Government Authority:</b>
<b>Name of Applicant:</b>

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

**Section A**

The CSRFF principles have been considered and the following assessment is provided:  
(Please include below your assessment of how the applicant has addressed the following criteria)

**All applications**

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Section B**

Priority ranking of no of applications received of applications received

Is this project consistent with the  Local Plan  Regional Plan

Have all planning and building approvals been given for this project?  Yes  No

If no, what approvals are still outstanding?

**Project Rating (Please tick the most appropriate box to describe the project)**

- A Well planned and needed by municipality
- B Well planned and needed by applicant
- C Needed by municipality, more planning required
- D Needed by applicant, more planning required
- E Idea has merit, more planning work needed
- F Not recommended

*Please complete the questions attached. This assessment is an important part of the CSRFF process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council Minutes.*

<p>1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?</p>
<p>2. A) <i>If a community group application:</i> Do you believe the project is financially viable, including the applicant's ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?</p> <p>B) <i>If a council application:</i> Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?</p>
<p>3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.</p>

**Signed**

**Position**

**Date**

Applications for CSRRF funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 31 August 2023**. Late applications cannot be accepted in any circumstances.

**DLGSC OFFICES**

**PERTH OFFICE**

246 Vincent Street  
Leederville WA 6007  
GPO Box 8349  
Perth Business Centre WA 6849  
Tel: (08) 9492 9700  
[CSRRF@dlgsc.wa.gov.au](mailto:CSRRF@dlgsc.wa.gov.au)

**MID-WEST**

Level 1, 268-270  
Foreshore Drive  
PO Box 135  
Geraldton WA 6531  
Tel: (08) 9956 2100  
[midwest@dlgsc.wa.gov.au](mailto:midwest@dlgsc.wa.gov.au)

**PILBARA**

Karratha Leisure plex  
Dampier Hwy, Karratha  
PO Box 941  
Karratha WA 6714  
Tel: (08) 9182 2100  
[pilbara@dlgsc.wa.gov.au](mailto:pilbara@dlgsc.wa.gov.au)

**GASCOYNE**

4 Francis Street  
PO Box 140  
Carnarvon WA 6701  
Tel: (08) 9941 0900  
[Gascoyne@dlgsc.wa.gov.au](mailto:Gascoyne@dlgsc.wa.gov.au)

**KIMBERLEY – Broome**

Unit 2, 23 Coghlan Street  
PO Box 1476  
Broome WA 6725  
Telephone (08) 9195 5750  
Mobile 0438 916 185  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

**SOUTH WEST**

80A Blair Street  
PO Box 2662  
Bunbury WA 6230  
Tel: (08) 9792 6900  
[southwest@dlgsc.wa.gov.au](mailto:southwest@dlgsc.wa.gov.au)

**GOLDFIELDS**

106 Hannan Street  
PO Box 1036  
Kalgoorlie WA 6430  
Tel: (08) 9022 5800  
[goldfields@dlgsc.wa.gov.au](mailto:goldfields@dlgsc.wa.gov.au)

**KIMBERLEY – Kununurra**

Telephone 08 9195 5750  
Mobile 0427 357 774  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

**WHEATBELT - Northam**

298 Fitzgerald Street  
PO Box 55  
Northam WA 6401  
Tel: (08) 9690 2400  
[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

**GREAT SOUTHERN**

22 Collie Street  
Albany WA 6330  
Tel: (08) 9892 0100  
[greatsouthern@dlgsc.wa.gov.au](mailto:greatsouthern@dlgsc.wa.gov.au)

**PEEL**

Suite 94  
16 Dolphin Drive  
PO Box 1445  
Mandurah WA 6210  
Tel: (08) 9550 3100  
[peel@dlgsc.wa.gov.au](mailto:peel@dlgsc.wa.gov.au)

**WHEATBELT – Narrogin**

50 Clayton Road  
Narrogin WA 6312  
Telephone 9690 2400  
[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)





Department of  
**Local Government, Sport  
and Cultural Industries**

Office Use Only
TRIM: _____
Grant No: _____
Project Coordinator: _____

# CSRFF Small Grants Application Form

**For projects up to \$500,000 to be acquitted by 15 June 2024**

<b>You <u>MUST</u> discuss your project with an officer from your nearest Department of Local Government, Sport and Cultural Industries office before completing and submitting your application. Failure to do so will render your project ineligible.</b>		
<b>All applications <u>MUST</u> be submitted to your local government. Contact your local government to determine the cut-off date for the submission of applications.</b>		
DLGSC Contact: Mel Eastough	Date: 10/07/2023	Office: Great Southern

**Applicant's Details:**

Organisation Name:	Green Range Country Club (Incorporated)				
Postal Address:	40521 South Coast Highway				
Suburb:	Green Range	Suburb:	Green Range	Suburb:	Green Range
Street Address:	40521 South Coast Highway				
Suburb:	Green Range	Suburb:	Green Range	Suburb:	Green Range

**Preferred Contact Person:**

*All application correspondence will be directed to this person*

Name:	Clinton North	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Vice President		
Business Phone:		Facsimile:	
Mobile Phone:	0427 473 062	Email:	cnorth@live.com.au

**Organisation Business Details:**

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 74011374490
Is your organisation registered for GST?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGA's exempt
Is your organisation not-for-profit?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your organisation incorporated?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Incorporation #: A0650068G *
Bank details:	Bank: Westpac	BSB: 036-168 Bank details:

**Local Government Authority Details:**

LGA:	City of Albany		
Contact:	Judith Want	Contact:	Judith Want
Position Held:	Club Development Coordinator		
Business Phone:	08 6820 3451	Business Phone:	08 6820 3451
Mobile Phone:		Mobile Phone:	

## PROJECT DETAILS

**Project Title (brief and specific):** The Green Range Country Club Bowling Revitalisation and Lighting Project

### Project Description:

Green Range is a small Western Australian Rural Location within the local government area of Albany, located approximately 385kms from the capital Perth covering an area of 469.6 square kilometres. Green Range has a recorded population of 66 residents. The community is serviced by the Green Range Country Club, a vital social and recreational facility with an 18-hole golf course, an aged grass bowling green, and cricket oval. The club house was officially opened on 22 December 1972, and today remains a valuable community asset, regularly attracting up to and over 100 members annually from surrounding rural communities including Wellstead, Gnowellen, Kojaneerup, South Stirlings and Manypeaks (current total membership at 103).

The overarching purpose of the project is to upgrade the Country Club's bowling green to a synthetic surface with new fencing and lighting. This will allow home games to be played (currently unavailable due to the type and quality of the existing green) and will consequently reduce the burden on members due to constant need to travel to the nearest bowling green 70km away. Further, lighting will enable greater access and associated use/participation for what is at its core a farming community (few daylight hours available for recreation and socialisation). Club members include skilled tradesmen and builders who will donate their skilled trades and equipment to reduce costs for the project. Local product will be sourced wherever possible.

Bowls has not been regularly played at the club for over 15 years due to the current quality and type of green. Preparing the current green for use would be a regular and extensive job for volunteers. However, every year in February, Green Range Country Club hosts corporate bowls on a Friday night, regularly attracting upwards of 30 keen bowlers and children, with significant volunteer effort to prepare the surface. Not only is this event hugely popular and very profitable for the Country Club, but in these tough farming years, it is a great opportunity to get together and talk to each other about how we are coping. The Green Range Country Club has strong ambitions to enable more regular bowls participation and community events. Key outcomes of the proposed project are expected as follows:

1. Participation - With a synthetic surface, bowls can and will be played on a more regular basis, resulting in enhanced active participation and social engagement, with resulting mental and physical health benefits for the community. The project will enable current and new bowlers to actively engage in the sport in the local community, as well as enable both pennants and social bowling competitions to be expanded to support more locals of all ages to participate in the game. Lighting will expand hours of operation and associated participation, an important feature for a busy farming community.
2. Travel - Regular bowls activity on site will reduce the need for community/club members to travel 140km return to utilise suitable greens. This will have several associated safety, community and environmental benefits (e.g. a reduction in carbon emissions).
3. Club viability - The Club will be more viable long term by adding the additional sport with fixtures spread over the entire year and extending hours of operation; which in turn will increase opportunities to get together for this isolated rural community which has recently been through a serious drought period. Climate Change has resulted in a large increase in the unpredictability of season variations which has contributed to stress and mental health within the community. This has made this community facility even more important.
4. Environmental benefit - Synthetic greens are the smartest option in today's water-saving environment. The grass on a bowling green requires a minimum of 6" or 150mm of moist turf to enable the roots to benefit from the use of water from the lower levels over and above any natural rainfall.

### How did you establish a need for your project?

Green Range Country Club engaged an independent consultant, Keston Economics, to develop a business case for the project. The business case includes assessment of critical project drivers, need, expected outcomes and impacts. Core project drivers are associated with the following factors:

1. Continuing to service the needs of Green Range and surrounding communities whilst enhancing and diversifying recreational opportunities.
2. Enabling bowls as a sport to be played on site, where the existing grass green is not of suitable quality to host competitive bowls and requires lengthy volunteer operations to prepare the surface for its use).
3. Expanding the hours of operation for the Club, providing enhanced income opportunity (e.g. bar sales) and providing greater access for participation and social engagement in a busy rural farming community.
4. Encouraging increased participation, social engagement and community cohesion, with associated mental and physical health benefits, which is particularly important as the isolated agricultural area has recently suffered from drought, unpredictable seasonal variations, and the ongoing impact of the COVID-19 pandemic.
5. Reducing travel requirements for community/club members, with many currently needing to 70km (one way) to reach their home ground for bowls.
6. Improving club viability by enabling the additional sport with fixtures spread over the entire year, including opportunities for additional events (beyond the very popular annual corporate bowls event that requires heavy volunteer preparation of the existing grass green surface prior to its use).
7. Reducing environmental impact associated with heavy water use to maintain the existing grass green.

A number of broader needs and impacts have also been identified (Section 3 of the supporting business case):

1. Increasing participation for seniors, where regular participation in sports steadily drops for those aged 65 and over, and where bowls is a popular sport amongst seniors to encourage enhanced and more frequent participation (e.g. increasing to a 3.9% participation rate in females over 65 and 6.8% in males over 65).
2. Facilitation greater physical health outcomes from increased participation, where a general cost savings of \$180 per person per year in health costs could be realised for those who can be encouraged to engage in regular physical activity. Given that the impact of inactivity and rate of illness increases with age, the impact of the proposed project could be even greater.
3. Supporting the City of Albany's Age Friendly Albany Plan, which aims to encourage active ageing as the process of optimising opportunities for health, participation and security in order to enhance quality of life as people age.
4. Supporting greater social connection and cohesion, where participation in social activities declines with age (4% of people aged 18-24 years report no social or sporting participation in a three month period compared with 21% of those over 75 years).
5. Improving mental health outcomes, where numerous studies and reviews demonstrate associations between physical activity, social interaction and mental wellbeing.
6. Providing new volunteer opportunities, where volunteering has well documented physical and mental health benefits.

**What alternatives were considered and why were they rejected (e.g cost, suitability, feasibility)?**

Three core options exist for The Green Range Country Club Bowling Revitalisation and Lighting Project:

1. Do nothing - continued infrequent use of the existing grass green. This would have no benefit to existing members, does not provide new opportunities for participation, engagement, events, volunteering, etc., and requires continued long distance travel requirements for Green Range and surrounding community bowls participants.
2. Exclude lighting component – lose some participation benefits, particularly for working farmers that do not have many daylight hours for recreation and socialisation, compounding physical and mental health conditions. Lighting would remain a priority for future development; however, leverage (own funds) would be reduced to attract future funding.
3. Replace with grass green (with lighting) - similar capital expenditure with high ongoing costs and frequent volunteer effort for surface maintenance, and continued environmental impact associated with frequent watering in a drought affected area.
4. Replace with synthetic green (with lighting) - the proposed project has low-moderate capital cost and minimal ongoing maintenance costs or effort requirements.

The fourth option has been selected for its ability to best address Green Range Country Club needs and project drivers, and provides the best outcomes for the community and environment. Two quotations have been received for each of the key elements of this option. Chosen quotations were selected based on a number of factors, including price, quality, track record, reinvestment into the local economy (where possible), environmental performance, and corporate social responsibility.

**How will your project increase physical activity?**

As part of the business case, member participation and event participation increases have been calculated (Section 1.1.2 of the supporting business case). This is based on a conservative increase over existing hours of participation for both bowls members and social bowls participants.

Bowls members are currently impacted by long-distance travel requirements which reduce the frequency of participation (at around 17 times per annum per person). A localised bowling green is expected to increase frequency of participation for these members (weekly for most with some additional biweekly participation (25% loading due to availability of lighting), as well as surrounding clubs and school user groups (average fortnightly plus 50% loading due to availability of night lighting) and hence the average annual hours of participation. This represents an 837.5% increase in the annual hours of participation over the current level (8,710 new hours per annum).

Event participation increase is associated with both social (general community) and competitive bowls (pennants) events. Only one social event is currently host (corporate bowls) and the existing green is not suitable for competitive bowls. The new green is expected to enable four social events and six competitive bowls events each year, increasing the annual total hours of participation from 100 to 760 (a 660% increase in participation).

When considering the average total annual hours of participation for both bowls member/user general participation and social and bowls member event participation, a 9,370 hour increase is expected (821.9% increase in participation over the current level).

**Have the full lifecycle costs of the project been considered and can you afford the ongoing costs of managing, maintaining and replacing the facility? Will a specific asset replacement fund be created?**

As detailed in Section 5.2 of the supporting business case, financial modelling has been conducted to assess the ongoing viability of the club following the project, particularly to ensure any new costs associated with the project are covered by existing or new revenue streams. Green Range Country Club has demonstrated consistent viability in the past, generating net revenues/surplus for many years.

The indicative model for future operations is based on the past two years of annual financial statements, with various adjustments and assumptions made to consider the changes expected through the projects. Predominantly,

changes are expected through new maintenance costs associated with the green, fencing and barrier walls, and lighting. An average annual maintenance cost of \$500 on all new infrastructure is assumed.

An asset replacement sinking fund has also been defined in the interest of ensuring self-sufficiency beyond the life of the new green and any other club assets (building, fixtures, fittings, vehicles, etc.). This is determined as 70% of indicative net revenue, being sufficient to cover green resurfacing every 15 years (~\$100,000 at today's value) and lighting replacement every 10 years (~\$4,000 at today's value). These values are based on relevant items in the associated quotations, escalated annually in line with CPI estimates used across all other figures. Additional reserve in the sinking fund is available for any additional/unforeseen expenditure, as well as any unspent cumulative net revenue.

<b>Project location:</b>	Green Range, Western Australia		
<b>Land ownership:</b>	Who owns the land on which your facility will be located? City of Albany Lease Expiry (if applicable): 14/01/2034		
<b>Planning approvals</b>	If no, provide the date it will be applied for:		
<b>Where applicable, has planning permission been granted? (LGA)</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	01/12/2023	
<b>Aboriginal Heritage Act?</b>	N/A	-	
<b>Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)</b>	N/A	-	
<b>Native Vegetation Clearing Permit?</b>	N/A	-	
<b>Please list any other approvals that are required?</b>	N/A	-	
<b>Do you share your facility with other groups?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, who:	Golf members, bowls members and social members.		

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
Green Range Bowls Penants Team	60%	2.9 (5h/w 7 months of year)
Green Range Country Club Corporate Bowls	30%	0.8 (2h/w 5 months of year)
Green Range Golf Club	10%	0.7 (2h/w 4 months of year)

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, enter the number of users of the facility.

<b>2020/21</b>	23	<b>2021/22</b>	23	<b>2022/23</b>	24
----------------	----	----------------	----	----------------	----

***It is noted that the above only accounts for pennant bowling members. Social members who bowl averaged 35 per evening over the last social bowls season.***

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <https://www.dlgsc.wa.gov.au/sport-and-recreation/state-sporting-associations>

<b>What is the name of the State Sporting Association for your activity/sport?</b>
Bowls WA
<b>Have you discussed your project with your State Sporting Association?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
Contact Name: Ken Pride
Date of contact: 19/06/2023

**PROJECT DELIVERY**

**Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.**

Task	Date
Attainment of Council approvals	01/02/2024
Preparation of tender/quotes for the major works contract	01/03/2024
Issuing of tender for major works	10/03/2024
Signing of major works contract	20/03/2024
Site works commence	01/04/2024
Construction of project starts	15/04/2024
Project 50% complete	15/08/2024
Project Completed	01/12/2024
Project hand over and acquittal	10/12/2024

**Are there any operational constraints that would impact on the construction phase of your project?** (such as your sporting season, major annual event or inclement weather) – provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral.

No known constraints. The existing green is vastly underutilised. The only existing event (corporate bowls) will be delayed during the proposed construction period.

**GST**

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

**PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE**

The Organisation acknowledges and agrees that this Application 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 Application, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

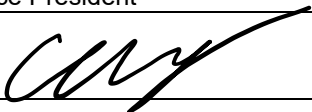
DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant’s club name, sport, location, grant purpose and grant amount.

**APPLICANT’S CERTIFICATION**

I certify that the information supplied is to the best of my knowledge, true and correct.

**Name:** Clinton North

**Position Held:** Vice President

**Signature:** 

**Date:** 22/07/23

**LODGEMENT OF YOUR APPLICATION**

- Applications including all attachments are to be received electronically and officially submitted to [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au) by the cut off date. A hard copy can also be provided and should be clipped at the top left-hand corner, please do not bind.
- It is recommended that you **retain your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly named and identified** and submitted with the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government’s advertised cut-off date to ensure inclusion at the relevant Council meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

<input type="checkbox"/>	<b>Application form.</b>
<input type="checkbox"/>	<b>Incorporation Certificate.</b>
<input type="checkbox"/>	<b>Confirmation of Public Liability Insurance cover to \$10 million</b>
<input type="checkbox"/>	<b>Two written quotes.</b>
<input type="checkbox"/>	If your project involves the upgrade of an existing facility, include <b>photograph/s</b> of this facility.
<input type="checkbox"/>	<b>Locality map, site map and building plans</b> (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
<input type="checkbox"/>	<b>Income and expenditure statements</b> for the current and next financial years. (LGAs exempted).
<input type="checkbox"/>	<b>Written confirmation of financial commitments</b> from other sources including copies of <b>council minutes</b> . (If a club is contributing financially then evidence of their cash at hand must be provided).
<input type="checkbox"/>	For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product’s life expectancy.
<input type="checkbox"/>	<b>Itemised project cost for components</b> and identified on the relevant quote for each (including cost escalation).
<input type="checkbox"/>	For projects involving floodlighting, a <b>lighting plan</b> must be supplied showing lux, configuration and sufficient power supply


**Your application will be considered not eligible if:**

- You have not discussed your project with the Department of Local Government, Sport and Cultural Industries and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. **There is no onus on Department staff to pursue missing documentation.**
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made in October and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

**DEVELOPMENT BONUS APPLICANTS ONLY**

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DLGSC office to determine eligibility before applying.**

Category		Details
Geographical location	<input checked="" type="checkbox"/> Regional/remote location <input type="checkbox"/> Growth local government	<p>Green Range is located within the designation of 'moderately accessible Australia and is pushing towards the border of 'remote' according to the +2016 ARIA (Accessibility/Remoteness Index of Australia) – refer figure below.</p> <p>The small rural farming community is located approximately 450kms from the capital Perth and has a recorded population of only 66 residents. The club also supports the access of visitors and family members (including children), to the community spanning ~50 km in radius.</p> <p>Green Range and surrounding areas have recently been through a serious drought period. Climate change has resulted in a large increase in the unpredictability of season variations which has contributed to stress and mental health within the community. This has made this community facility even more important.</p>
		
Co-location	<input type="checkbox"/> New <input type="checkbox"/> Existing	N/A
Sustainability initiative	<input checked="" type="checkbox"/> Water saving <input type="checkbox"/> Energy reduction <input type="checkbox"/> Other	<p>Synthetic greens are the smartest option in today's water-saving environment. The grass on a bowling green requires a minimum of 6" or 150mm of moist turf to enable the roots to benefit from the use of water from the lower levels over and above any natural rainfall. The proposed project will reduce current water volumes used to maintain the existing green (which is vastly underutilised due to its condition). This is critical in a rural location tat has experienced significant droughts in recent years.</p>
Increased participation	<input type="checkbox"/> New participants <input checked="" type="checkbox"/> Existing participants – higher level <input type="checkbox"/> Special interest <input type="checkbox"/> Other	<p>As previously specified, the existing bowling green is unsuitable for regular use. Community/club members currently travel 140km return to utilise suitable greens, with several associated safety, community and environmental implications.</p> <p>With current bowls member frequency of participation at around 17 days per person per year (due to the distance of travel required) and only 1 bowls event held per annum at the club, the project has considerable potential to increase participation for the local community. Based on the increased access to a green, extended operational hours, and planned increased events, an 821.9% increase in total hours of participation in bowls is expected (reaching 10,510 hours of participation per annum).</p>

## PROJECT BUDGET

## ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component. *PLEASE ITEMISE BY COMPONENT (e.g changerooms, storage, kitchen) rather than materials (electrician, plumber, finishings).*

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
Concrete works	56,400	62,040	Giovanni Felesina, Jerramungup – QN: N/A
Color bond fence supply and installation	20,988	23,087	Great Southern Boundaries – QN: 5257
Drainage	12,062	13,268	Albany Irrigation and Drilling quotation – QN: 2736
Synthetic turf supply and installation (less value of volunteer labour for removal of existing green and relevant proportion of donated accommodation, food, and materials)	203,642	224,006	EverGreen Synthetic Grass quotation – QN: N/A <i>NB: only one quotation has been provided for this component as EverGreen are the only supplier of this synthetic turf in Western Australia. The turf type is determined by bowlers (and Bowls WA) as the gold standard for bowling greens, with no suitable competitive product available.</i>
Lighting	57,755	63,530	Ganzer Electrical quotation – QN: QT00345-2
<b>Donated materials (Please provide cost breakdown)</b>	23,400	25,740	\$15,000 in fine base the goes under the carpet to be donated by the Hansen Quarry in Kendenup. They often provide the materials for EverGreen. Value determined through discussions with Hansen Quarry manager. Identified in EverGreen quotation. \$6,000 in accommodation provided by Green Range Country Club, calculated as \$200 per night for 30 nights. Identified in EverGreen quotation. \$2,400 in food to be provided by Green Range Country Club, calculated as \$80 per day over 30 days. Identified in EverGreen quotation.
<b>Volunteer labour (Please provide cost breakdown)</b>	5,127	5,640	Donated labour (digging out fence and plinths, digging out old lawn, replacing with 100mm sand). Calculable as 4 persons working 7 full days at ~\$25 per hour. Identified line item in EverGreen quotation.
<b>Sub Total</b>	379,374	417,311	-
<b>Cost escalation</b>	11,381	12,519	A cautionary 3% escalation has been calculated over a six-month period (assumed time to development). Whilst quotations have risen by an average 5.1% over the same timeframe when looking at previous estimates (from January 2022), this was during the heavy post-COVID inflationary period. According to the Western Australian Treasury Corporation's (WATC) latest report, current annual CPI has reduced to 5.6% (over the year to May 2023). Whilst there is a current downward trend, and the WATC has set a target of 2-3% per annum, it is still too early to predict a continued downward trend. As such, 3% (~6% per annum) is considered a conservative and safe estimate over the next six months.
<b>a) Total project expenditure</b>	390,755	429,830	-

- At least **two written quotes or QS estimate** required for each component.
- If your project includes a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.



## PROJECT FUNDING

Source of funding	\$Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	100,000	110,000	LGA cash and in-kind	Y	See Council minutes and letter from CEO
Applicant cash	66,850	73,535	Organisation's cash	Y	See Green Range Letter of Commitment
Volunteer labour	5,127	5,640	Cannot exceed applicant cash and LGA contribution – max \$50,000	Y	See EverGreen quotation and Green Range letter of commitment
Donated materials	23,400	25,740	Cannot exceed applicant cash and LGA contribution	Y	See EverGreen quotation, Hansen Quarry letter of commitment and Green Range letter of commitment
Other State Government funding	0	0	-	N/A	-
Federal Government funding	0	0	-	N/A	-
Other funding – to be listed	0	0	Loans, sponsorship etc	N/A	-
CSRFF request	195,378	214,915	Up to ½ project cost but capped at \$200,000	N	-
<b>b) Total project funding</b>	<b>390,755</b>	<b>429,830</b>	<i>This should equal project expenditure as listed on the previous page</i>		

**REQUIRED: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated, where would the extra funds be sourced from? Is this funding confirmed? If the project scope would be reduced, which components would be revisited?**

If the funding approved is less than the funding requested for this project, there may be an option to stage certain elements. For example, lighting could be delayed to focus on bowling green replacement (which is the critical component of the project in increasing participation). Green Range Country Club would then seek funding through other sources (e.g. the Club Night Lights Program or Growing Regions Fund).

However, cost inefficiencies would be likely (e.g. further escalation to tender and reduced leverage from Green Range Country Club cash at hand, reduced prospects to seek additional leverage from other sources such as the City of Albany). Further, some additional participation benefits would be reduced, as associated with extended hours of operation in a busy farming community (with limited day light hours for social and recreational purposes).

if funded in full, but the project is more expensive than indicated (e.g. unforeseen inflationary pressures), Green Range Country Club would fund the shortfall with its existing reserves (sufficient funds are available as evidenced by the attached bank statement).

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

**PROJECT ASSESSMENT SHEET**

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

<b>Name of Local Government Authority:</b>
<b>Name of Applicant:</b>

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

**Section A**

The CSRFF principles have been considered and the following assessment is provided:  
(Please include below your assessment of how the applicant has addressed the following criteria)

**All applications**

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Section B**

Priority ranking of no of applications received	of applications received
Is this project consistent with the	<input type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan
Have all planning and building approvals been given for this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what approvals are still outstanding?	

**Project Rating (Please tick the most appropriate box to describe the project)**

- A Well planned and needed by municipality
- B Well planned and needed by applicant
- C Needed by municipality, more planning required
- D Needed by applicant, more planning required
- E Idea has merit, more planning work needed
- F Not recommended

*Please complete the questions attached. This assessment is an important part of the CSRFF process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council Minutes.*

<p>1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?</p>
<p>2. A) <i>If a community group application:</i> Do you believe the project is financially viable, including the applicant's ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?</p> <p>B) <i>If a council application:</i> Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?</p>
<p>3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.</p>

**Signed**

**Position**

**Date**

Applications for CSRFF funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 31 August 2023**. Late applications cannot be accepted in any circumstances.

**DLGSC OFFICES**

**PERTH OFFICE**

246 Vincent Street  
Leederville WA 6007  
GPO Box 8349  
Perth Business Centre WA 6849  
Tel: (08) 9492 9700  
[CSRFF@dlgsc.wa.gov.au](mailto:CSRFF@dlgsc.wa.gov.au)

**MID-WEST**

Level 1, 268-270  
Foreshore Drive  
PO Box 135  
Geraldton WA 6531  
Tel: (08) 9956 2100  
[midwest@dlgsc.wa.gov.au](mailto:midwest@dlgsc.wa.gov.au)

**PILBARA**

Karratha Leisure plex  
Dampier Hwy, Karratha  
PO Box 941  
Karratha WA 6714  
Tel: (08) 9182 2100  
[pilbara@dlgsc.wa.gov.au](mailto:pilbara@dlgsc.wa.gov.au)

**GASCOYNE**

4 Francis Street  
PO Box 140  
Carnarvon WA 6701  
Tel: (08) 9941 0900  
[Gascoyne@dlgsc.wa.gov.au](mailto:Gascoyne@dlgsc.wa.gov.au)

**KIMBERLEY – Broome**

Unit 2, 23 Coghlan Street  
PO Box 1476  
Broome WA 6725  
Telephone (08) 9195 5750  
Mobile 0438 916 185  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

**SOUTH WEST**

80A Blair Street  
PO Box 2662  
Bunbury WA 6230  
Tel: (08) 9792 6900  
[southwest@dlgsc.wa.gov.au](mailto:southwest@dlgsc.wa.gov.au)

**GOLDFIELDS**

106 Hannan Street  
PO Box 1036  
Kalgoorlie WA 6430  
Tel: (08) 9022 5800  
[goldfields@dlgsc.wa.gov.au](mailto:goldfields@dlgsc.wa.gov.au)

**KIMBERLEY – Kununurra**

Telephone 08 9195 5750  
Mobile 0427 357 774  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

**WHEATBELT - Northam**

298 Fitzgerald Street  
PO Box 55  
Northam WA 6401  
Tel: (08) 9690 2400  
[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

**GREAT SOUTHERN**

22 Collie Street  
Albany WA 6330  
Tel: (08) 9892 0100  
[greatsouthern@dlgsc.wa.gov.au](mailto:greatsouthern@dlgsc.wa.gov.au)

**PEEL**

Suite 94  
16 Dolphin Drive  
PO Box 1445  
Mandurah WA 6210  
Tel: (08) 9550 3100  
[peel@dlgsc.wa.gov.au](mailto:peel@dlgsc.wa.gov.au)

**WHEATBELT – Narrogin**

50 Clayton Road  
Narrogin WA 6312  
Telephone 9690 2400  
[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

# ***Emu Point Sports & Community Centre (Inc.)***



2 Birss Street  
 EMU POINT W.A 6330  
 (08) 9844 1156  
 Email: epsci@westnet.com.au  
 ABN 16 028 395 208

Attention Nathan Watson

Executive Director – Community Services  
 City of Albany  
 P.O. Box 484  
 Albany W.A, 6330

Dear Nathan

## Emu Point Sports and Community Centre CSRFF Small Grant application

The Emu Point Sports and Community Centre (EPSCC) is applying for a grant through the CSRFF to make modifications to our existing facility to have it fit for purpose and compliant with building codes with regards to access for our members and the general public. Our present facility was built in 1974 and is currently not compliant nor suitable for the needs of today's inclusive society.

The main focus of our project is to upgrade access to our clubhouse, bowling greens and tennis courts so the disabled and elderly are able to participate and view the sport of their choice without limitation.

The board of EPSCC has developed a master plan for our facility – the implementation of which will be staged over several years. This project is the first step in implementing this master plan and our CSRFF small grant application only covers those components of the master plan that are the highest priority and fit with CSRFF guidelines. The balance of the master plan will be completed as finances allow.

EPSCC is seeking support for our project from the City – both in regards to our application to CSRFF and a financial contribution towards the project. Our QS report (attached to the application) for this project shows an estimated cost of the components of the project (after allowing for GST and cost escalation) of \$419,265

We are seeking funding as follows –

- |                               |           |
|-------------------------------|-----------|
| • CSRFF small grant           | \$200,000 |
| • City of Albany contribution | \$ 99,632 |
| • EPSCC contribution          | \$119,633 |

EPSCC has funds on hand of \$437,835 (as evidenced by attached bank and term deposit statements) however we wish to retain a portion of these funds on hand to continue with the components of our master plan that don't meet CSRFF guidelines, cover club operating costs, and make contribution to our future bowling club and tennis club surface replacements.

We anticipate the project will extend the serviceable life of our facility by approx 30 years. Given the costs involved in achieving this outcome, it is a tremendous return on investment for all the parties concerned.

EPSCC is a unique multi-purpose facility that operates all year round – providing a focal point for the elderly, disabled, sporting and community groups and the public at large to mix and stay active and healthy (both physically and mentally) for as long as possible.

We look forward to the City's support of our project.

King Regards



Gary Philpott  
President  
Emu Point Sports and Community Centre  
15<sup>th</sup> July 2023

# The Green Range Country Club Bowling Revitalisation and Lighting Project

- Green Range, City of Albany, Western Australia -

---

## Business Case

---

July 2023



Prepared by:

**keston**   
economics

**DISCLAIMER**

Keston Economics Pty Ltd disclaims to the extent permitted by law any liability for any claims, losses, expenses, damages or costs the user may incur as a result of, or associated with, the use of, or reliance on, information in this report or associated communication, whether or not there has been any error, omission or negligence on the part of Keston Economics Pty Ltd. Whilst care and diligence have been exercised in the preparation of this report, Keston Economics Pty Ltd does not warrant the accuracy of the information contained within. Any forecasts or projections used in the analysis can be affected by a number of unforeseen variables and, as such, no warranty is given that a particular set of results will in fact be achieved. Reference to Keston Economics Pty Ltd includes a reference to any contractor, agent or employee of Keston Economics Pty Ltd.

**Prepared by:**

**Keston Economics Pty Ltd.**

**Albany:**

First Floor, York House, 133-135 York Street,  
Albany, WA 6330

Tel: (08) 98411 786

[www.keston-economics.com](http://www.keston-economics.com)



## Executive Summary

Green Range is a small Western Australian Rural Location within the local government area of Albany, located approximately 450kms from the capital Perth covering an area of 469.6 square kilometres. Green Range has a recorded population of 66 residents. The community is serviced by the Green Range Country Club (91 active members), a vital social and recreational facility with an 18-hole golf course, an aged grass bowling green, and cricket oval.

The overarching purpose of the project is to upgrade the Country Club’s bowling green to a synthetic surface with new fencing and lighting. This will allow home games to be played (currently unavailable due to the type and quality of the existing green) and will consequently reduce the burden on members due to constant need to travel to the nearest bowling green 70km away. Further, lighting will enable greater access and associated use/participation for what is at its core a farming community (few daylight hours available for recreation and socialisation). Club members include skilled tradesmen and builders who will donate their skilled trades and equipment to reduce costs for the project. Local product will be sourced wherever possible.

Bowls has not been regularly played at the club for over 15 years due to the current quality and type of green. Preparing the current green for use would be a regular and extensive job for volunteers. However, every year in February, Green Range Country Club hosts corporate bowls on a Friday night, regularly attracting upwards of 30 keen bowlers and children, with significant volunteer effort to prepare the surface. Not only is this event hugely popular and very profitable for the Country Club, but in these tough farming years, it is a great opportunity to get together and talk to each other about how we are coping. The Green Range Country Club has strong ambitions to enable more regular bowls participation and community events. Key outcomes of the proposed project are expected as follows:

Core Outcome	Description
Participation	With a synthetic surface, bowls can and will be played on a more regular basis, resulting in enhanced active participation and social engagement, with resulting mental and physical health benefits for the community. The project will enable current and new bowlers to actively engage in the sport in the local community, as well as enable both pennants and social bowling competitions to be expanded to support more locals of all ages to participate. A 664.5% increase in total hours of participation is expected from the project.
Travel	Regular bowls activity on site will reduce the need for community/club members to travel 140km return to utilise suitable greens. This will have several associated safety, community, and environmental benefits (e.g. a reduction in carbon emissions).
Club viability	The Club will be more viable long term by adding the additional sport with fixtures spread over the entire year which will increase opportunities to get together for this isolated rural community which has recently been through a serious drought period. Climate Change has resulted in a large increase in the unpredictability of season variations which has contributed to stress and mental health within the community. This has made this community facility even more important.
Environmental benefit	Synthetic greens are the smartest option in today’s water-saving environment. The grass on a bowling green requires a minimum of 6” or 150mm of moist turf to enable the roots to benefit from the use of water from the lower levels over and above any natural rainfall.

The overall deliverable from the project will be the commissioning of a synthetic green with associated bordering and fencing, completed on time and within budget. The total capital development budget, based on supplier quotations, is \$390,755 (excluding GST). The start date for the project is assumed to be February 2024, subject to securing funding and executing the grant agreement. It is anticipated that the construction time will take approximately 8 months following the achievement of planning scheme consent, building licence approvals and tender procedures. Sufficient contingencies have been built into timing of construction activities, as per risk management planning.

A Project Management Plan and Risk Management Plan have been prepared for the project and a robust governance mechanism defined. The project will have a management team comprising a Project Manager and Project Control Group (PCG). The Project Manager will have the overall responsibility for ensuring that the project meets the objectives set, dealing with operational day to day project-related issues. The management of the project will be supported by the use of IT tools to facilitate project management, co-ordination and dissemination of information among the project’s governance structure and key stakeholders.

Detailed financial modelling has been conducted to assess the ongoing viability of the club following the project. Green Range Country Club has demonstrated consistent viability in the past, generating net revenues/surplus for many years. The indicative model for future operations based on the past two years of annual financial statements, with various adjustments and assumptions made to consider the changes expected through the projects. As part of the forward planning estimates, an asset replacement sinking fund is defined in the interest of ensuring self-sufficiency for green and lighting replacement. Even without considering a likely increase in participation, associated membership, events and bar sales, the financial model demonstrates ongoing operation viability, with net annual revenues of around \$13,500. Expected project outcomes are likely to improve this further; however, the financial analysis is intentionally conservative so as not to overstate expected performance.



## Contents

Executive Summary .....	ii
1 Introduction .....	1
1.1 Project Concept and Expected Outcomes .....	1
1.2 Detailed Project Scope .....	3
2 Context and Specific Regional Need .....	4
2.1 Demographic Challenges and Opportunities .....	4
2.2 Economic Challenges and Opportunities .....	5
2.3 Policy and Strategic Framework .....	6
3 Project Need and Expected Impact .....	9
3.1 Current Sporting Participation and Trends .....	9
3.2 The General Impact of Sports and Recreation .....	10
3.3 Physical Health Outcomes of Increased Participation .....	11
3.4 Healthy, Active Ageing and Age Friendly Communities .....	12
3.5 Getting the Inactive Active .....	13
3.6 Social Connection and Cohesion .....	13
3.7 Mental Health .....	14
3.8 Volunteering Opportunities .....	15
4 Budget and Funding Strategy .....	16
4.1 Detailed budget .....	16
4.2 Programme funding requirements .....	17
4.3 Funding Implications – Impact of Non-Delivery .....	17
5 Economic and Financial Implications .....	17
5.1 Job Creation .....	17
5.2 Financial Assessment .....	18
6 Benefit Realisation Plan .....	20
7 Implementation Programme .....	21
7.1 Project Management Process .....	21
7.2 Time Management .....	21
7.3 Approvals Management .....	22
7.4 Communication Plan .....	23
7.5 Procurement Strategy .....	25
8 Project Governance .....	25
8.1 Project Control Group .....	26
8.2 Project Manager .....	27
8.3 Project Working Group .....	27
8.4 Consultants .....	28
8.5 Contractors .....	28
8.6 Reporting Requirements .....	28
9 Risk Management Plan .....	28
10 Asset Management and Operations Plan .....	31
10.1 Asset Management Policy .....	31
10.2 Insurance .....	33
10.3 Financial Viability and Sustainability .....	33
11 Project Evaluation Plan .....	33
12 Project Closure .....	35
Appendix A: Detailed Regional Context .....	36
12.2 Economic Context .....	43
References .....	48

## 1 Introduction

### 1.1 Project Concept and Expected Outcomes

Green Range is a small Western Australian Rural Location within the local government area of Albany, it is located approximately 450kms from the capital Perth covering an area of 469.6 square kilometres. Green Range has a recorded population of 66 residents. The community is serviced by the Green Range Country Club, a vital social and recreational facility with an 18-hole golf course, an aged grass bowling green, and cricket oval.

The Green Range Country Club has had a continuous lawn bowls team since 1987. The current grass bowling green at the Club no longer meets pennants standards, with the grass surface degraded over time given limited water and the high maintenance required. Current members are required to travel to the nearest bowling green over 70km away (one way) for their home ground. There is not the capacity to host competitive bowls with the current green.

The overarching purpose of the project is to upgrade the Country Club’s bowling green to a synthetic surface with new fencing and lighting. This will allow home games to be played (currently unavailable due to the type and quality of the existing green) and will consequently reduce the burden on members due to constant need to travel to the nearest bowling green 70km away. Further, lighting will enable greater access and associated use/participation for what is at its core a farming community (few daylight hours available for recreation and socialisation). Club members include skilled tradesmen and builders who will donate their skilled trades and equipment to reduce costs for the project. Local product will be sourced wherever possible.

Preparing the current green for use would be a regular and extensive job for volunteers. However, every year in February, Green Range Country Club hosts corporate bowls on a Friday night, regularly attracting upwards of 30 keen bowlers and children, with significant volunteer effort to prepare the surface. Not only is this event hugely popular and very profitable for the Country Club, but in these tough farming years, it is a great opportunity to get together and talk to each other about how we are coping. The Green Range Country Club has strong ambitions to enable more regular bowls participation and community events. Key outcomes of the proposed project are expected as follows:

Core Outcome	Description
Participation	With a synthetic surface, bowls can and will be played on a more regular basis, resulting in enhanced active participation and social engagement, with resulting mental and physical health benefits for the community. The project will enable current and new bowlers to actively engage in the sport in the local community, as well as enable both pennants and social bowling competitions to be expanded to support more locals of all ages to participate in the game. Lighting will expand hours of operation and associated participation, an important feature for a busy farming community. An 821.9% increase in total hours of participation is expected as a direct result of the project.
Travel	Regular bowls activity on site will reduce the need for community/club members to travel 70km (one way) to utilise suitable greens. This will have several associated safety, community and environmental benefits (e.g. a reduction in carbon emissions).
Club viability	The Club will be more viable long term by adding the additional sport with fixtures spread over the entire year and extending hours of operation; which will increase opportunities to get together for this isolated rural community which has recently been through a serious drought period. Climate change has resulted in a large increase in the unpredictability of season variations which has contributed to stress and mental health within the community. This has made this community facility even more important.
Environmental benefit	Synthetic greens are the smartest option in today’s water-saving environment. The grass on a bowling green requires a minimum of 6” or 150mm of moist turf to enable the roots to benefit from the use of water from the lower levels over and above any natural rainfall.

#### 1.1.1 Facility Use and Community Engagement

The Green Range farming area was opened in 1958 with the pioneering families of that time establishing the Club as a central point for families to come together for social, sporting and recreation activities. The club house was officially opened on 22 December 1972, and today remains a valuable community asset, regularly attracting around 100 members annually from surrounding rural communities including Wellstead, Gnowellen, Kojaneerup, South Stirlings and Manypeaks.

The Green Range Country Club is situated approximately 70km northeast of Albany, and is the central community hub for social functions, business meetings and recreation. The Club sports an eighteen-hole golf course, a cricket pitch and oval, plus a grass bowling green. The Club is open four nights a week, and is run by a management committee of local volunteers, employing a permanent on-site Bar Manager.

This venue is used by agricultural groups for annual grower meets, Stirling to Coast Farmers for seminars and meetings, local volunteer bushfire brigades for training seminars and general meetings, catering for community events, and various community social, recreation and fundraising activities. The Green Range Country Club is centrally located to the Wellstead, South Stirling and Manypeaks Primary Schools, who on occasion use the venue for community events.

The Club currently hosts summer social lawn bowls, which facilitates the participation of members and non-members to the sport. Other non-member user groups of the Green Range Country Club include local volunteer bush fire brigades, Stirling to Coast Farmers, other agricultural industry groups, local schools and community events.

The full list of Green Range Country Club bowling green user groups is summarised as follows:

- Green Range Bowls Club penants team
- Green Range Country club with corporate bowls
- Singles, Pairs and Triples open days
- Local schools - Wellstead , South Stirlings, and Many Peaks
- Opportunities for Local businesses
- Green Range Golf Club
- Wellstead community
- Boxwood Hills community
- Many Peaks community
- South Stirlings community

### 1.1.2 Membership and Participation

The Green Range Country Club had 103 members for the 2022-2023 reporting year. All members are adults, except for one junior member. The breakdown of memberships is ~30% women and ~70% men. One member is a wheelchair user, with a range of physical abilities and ages catered for at the club. The club also supports the access of visitors and family members (including children), to the community spanning ~50 km in radius. The Club is run by a management committee of seven (7) volunteers. The Club is supported by a high engagement by volunteers including maintenance of the grass bowling green, organising team events, fundraising and catering. The Green Range Bowls Club members are 24 in 2022/23 (up from 19 in 2018/19). These figures only account for pennant bowling members. Social members who bowl averaged 35 per evening over the last social bowls season.

Direct participation increases are expected from the project, both through regular bowls member participation and special event participation (as enabled through a spread of additional sport fixtures over the entire year and extending hours of operation due to the inclusion of lighting). Population in Green Range and surrounds is relatively stable (not experiencing any significant decline or growth), and therefore average membership and proportions of bowls members are also expected to remain relatively stable. Whilst some small membership increase could be experienced through increased community amenity, this has not been considered for more conservative analysis.

Projected participation increases through the project are first calculated for bowls members, where long-distance travel requirements and a lack of afterhours options currently reduce the frequency of participation for members (at around 17 times per annum per person). A localised bowling green with lighting is expected to increase frequency of participation for these members, as well as surrounding clubs and school user groups, and hence the average annual hours of participation.

The following table shows current and projected participation for these members.

Table 1. Current and projected hours of participation for bowls members

	Average GRCC Membership	Average % Bowls Participants	Average Bowls Members	Frequency of Participation Per Person (Days)	Average Hours of Participation Per Person	Total Annual Hours of Participation
Current	100	20%	20	17	3	1,040

## REPORT ITEM CCS 558 REFERS

Projected GRCC member participation	100	20%	20	65	3	3,900
Projected other proximate club / user groups	-	-	50	39	3	5,850

Participation increase is also expected through events (general community and bowls members). The proposed revitalisation project will enable your round use of the bowling green, with a consequent increase in both social and competitive events held at Green Range Country Club. Only one social event is currently host (corporate bowls) and the existing green is not suitable for competitive bowls. The following table shows current and projected participation for events.

Table 2. Current and projected hours of participation in bowls events

	Number of Events	Average Participants	Average Hours of Participation	Annual Hours of Participation
Current	1	50	2	100
Projected social bowls events	4	50	2	400
Projected competitive bowls events	6	20	3	360

Total projected increase in participation can therefore be summarised as follows. This represents a 837.5% increase in bowls member participation and a 660% increase in event participation, or a 821.9% in total hours of participation.

Table 3. Summary of projected bowls participation increase

	Current Total Hours of Participation	Projected Hours of Participation	Increase in Participation	
			Volume	%
Bowls members/users	1,040	9,750	8,710	837.5%
Event participants	100	760	660	660.0%
<b>Total</b>	<b>1,140</b>	<b>10,510</b>	<b>9,370</b>	<b>821.9%</b>

## 1.2 Detailed Project Scope

The proposed project is broken down into four key developments:

Development	Details
Concrete bordering	<ol style="list-style-type: none"> <li>1. Dismantling existing fence.</li> <li>2. Excavate lawn and soil to depth approx. 200mm around limestone blocks.</li> <li>3. Replace with approximately 100mm sand and compact.</li> <li>4. Supply plastic, mesh and form up.</li> <li>5. Supply and lay concrete approx. 44m<sup>3</sup> with colour additive.</li> </ol>
Fencing	<ol style="list-style-type: none"> <li>1. Supply and install 1.5m high colorbond fence on three sides of bowling turf, each side 44m long. Colorbond to be concreted into ground.</li> <li>2. Position of fence to be marked by others, and services to be located and marked.</li> </ol>
Bowling green	<ol style="list-style-type: none"> <li>1. Supply and install a synthetic Ultra Plus 37.9m x 37.9m (plinth to plinth) bowling green surface. Constructed to World Bowls Association requirements and all relevant standards and codes.</li> <li>2. Establish equipment and personnel on and off site.</li> <li>3. Dig out existing green 110mm and remove plinths. Stockpile on site.</li> <li>4. Laser grade sub base level, compact and water bind for ESG drainage specs.</li> <li>5. Engineered sub soil drainage; Supply and install 65mm and 100mm ag pipes, geo fabric and 14mm blue metal. Vertical rammer all drainage outlets. Shape sub base for ESG drainage specs.</li> <li>6. Supply and install galvanised steel plinths to all sides of the green, laser level and cement in. Set to compliant height.</li> <li>7. ESG base: Supply and install a 100mm blue metal (special blended mix) cement stabilized free draining base system, within WBA tolerances. A final levelling layer will be hand screeded to ensure accurate matching with the plinths and to obtain a final flatness tolerance of 1mm under a 3m straight edge.</li> </ol>

	<ol style="list-style-type: none"> <li>8. Supply and install an Evergreen Ultra Plus 12mm synthetic bowls surfacing system using straight across (90 degrees) installation methodology. Super fine white kiln dried sand is used to dress the surface at an infill rate of 9 kilos per m<sup>2</sup>.</li> <li>9. Supply and install long pile gutter grass.</li> <li>10. Supply and install Apron grass 1.2m wide inclusive of the ditch wall face.</li> </ol>
Lighting	<ol style="list-style-type: none"> <li>1. Supply and erection of four galvanised poles with reinforced cages and bolts</li> <li>2. Supply and installation of four 1,280W LED sports lights</li> <li>3. Supply and installation of associated materials, including concrete, cable, conduit, RCDs, 300W floodlight, GPOs, bolts, etc.</li> </ol>

The scope of works is based on chosen supplier quotations (See Section 4).

## 2 Context and Specific Regional Need

In order to accurately define broader need and anticipated impacts of the project, it is important to first identify Green Range and the City of Albany in its regional context and the existing challenges and opportunities within the Great Southern region.

A summary of challenges, associated needs and opportunities, as well as the relevance to the project, is provided below. Additional challenges and influences include geographical distance from Perth and relatively poor transport links, which are mitigated or addressed by diversifying the tourism packages and experiences for both residents and visitors, increasing the profile of Albany and the region, and its attractiveness as a place to live, study, work, visit and invest.

A more detailed review of these factors is presented in Appendix A, which is based on regular and comprehensive review of available demographic and economic datasets, for example through the Australian Bureau of Statistics, Department of Industry, Science, Energy and Resources or Department of Employment, Skills, Small and Family Business. This review includes heavy consideration to the existing and ongoing impacts of the COVID-19 pandemic based on REMPLAN, ABS and external consultant observations and projections.

### 2.1 Demographic Challenges and Opportunities

Table 4. Demographic challenges and opportunities

Challenges	
1.	A growing population – Balancing the management of growth in coastal towns with improving the sustainability of northern and eastern rural communities represents a major challenge for the region.
2.	An ageing population – Leading to increased demand in the aged care, housing, retail, recreation and lifestyle industries. It will also require a skilled service sector workforce, drawn from existing unemployed or under-employed residents and from attracting additional workers to move into Albany and the region.
3.	The outmigration of youth – Reducing the availability of worker capital to support ageing populations and future skills needed for future growth and innovation.
4.	Increasing multiculturalism – With some immigrant cohorts being poorly skilled, having minimal English, continuing to experience health issues, and struggling to become active members of the community.
5.	Lower personal incomes than state and Greater Perth averages, but comparable costs of living – Contributing to disadvantage.
6.	Volatile rates of unemployment compared to state and national averages – Creating uncertainty that may, for example, exacerbate disadvantage and outmigration of youth.
7.	COVID-19 impacts – Stimulating employment and capitalising on state, national and international migration trends and drivers.
Need	
1.	Continued growth in Albany and the region requires concomitant growth in the economy and employment prospects to cater for the growth, together with social development.
2.	An ageing population demands differing levels of infrastructure and services compared with a younger demographic, such as recreational needs, aged care services and healthcare.
3.	There is a strong need to attract and retain youth, not only to refresh an ageing workforce, but also to provide ongoing critical support services to an ageing population. This requires appropriate infrastructure and services.
4.	Initiatives that will grow economic and employment opportunities for Aboriginal residents are fundamental to the long-term prosperity of Albany and the region.

5.	Infrastructure and services also need to cater for increasing multiculturalism, with diversified cultures presenting differing needs and desires and to reduce community discrimination.
6.	Lower incomes and volatile unemployment present significant hindrances, particularly as the cost of living in Albany and the wider Great Southern is comparable to that of metropolitan areas.
7.	Enhance prospects for recovery from COVID-19 related impacts; e.g. unemployment and migration.
<b>Opportunity</b>	
1.	An ageing population presents new opportunities for employment, for example in recreational fields and healthcare.
2.	Diversified recreational, cultural and educational infrastructure and assets could serve to attract and retain a younger age demographic, acting to reduce youth outmigration and cater for the multicultural community.
3.	Diversification of the region's economy and stimulation of sectors such as culture, education, and tourism could help address comparative disadvantage in incomes and reducing the rate of unemployment.
4.	With the further development of agriculture, services, culture-based tourism and mineral resources, there will be significant opportunities for Aboriginal people who have the skills to secure permanent jobs in these areas of the economy.
5.	Significant opportunities exist associated with multicultural diversity and potential export markets (such as bush tucker, aquaculture products, agricultural products prepared for specific international markets (e.g. halal lamb)).
6.	Capitalise on global projected trends and drivers for desires to migrate to less densely populated areas in response to the COVID-19 pandemic.
<b>Project Component</b>	
1.	The project will provide diversified recreational experiences to Great Southern regional residents and visitors, for example through regular club participation and/or special event participation or attendance.
2.	Participation in recreational activities and social engagement will increase with expanded community group engagement and attraction.
3.	The project will provide enhanced space for community recreational purposes, including sports or leisure activities, public and private events and functions.
4.	The enhanced facilities will provide opportunities for inclusion of a wider community base.
5.	Improved sports and recreational infrastructure are well placed to attract and service younger and/or more diverse populations, including opportunities for enhanced community involvement, social inclusion and community cohesion.

## 2.2 Economic Challenges and Opportunities

Table 5. Economic challenges and opportunities

<b>Challenges</b>	
1.	Per capita GRP is lower than in WA as a whole, and of all other regions apart from Peel.
2.	Industry is dominated by agriculture and construction.
3.	Competition in the tourism sector is increasing regionally (particularly with the South West), and internationally.
4.	Albany's and the region's population is ageing, with potentially profound and far-reaching impact on the longer-term outlook, including productivity declines as the workforce retires, increased costs of health and welfare services, and potential for a long-run population decline.
5.	Current transport infrastructure limits industry and business growth, particularly related to visitation and export markets.
6.	Young people in regional Australia are less likely to aspire to higher education than their urban counterparts, and if they do decide to continue their education, many leave the regions in order to do so. In Albany and the Great Southern, this is in part due to perceived gaps in the region's secondary and higher education sector infrastructure.
7.	Rapid changes in technology will require concomitant upgrades to infrastructure to support them.
8.	COVID-19 impacts – Stimulating tourism sectors, construction and employment, and capitalising on state, national and international visitation trends and drivers.
<b>Need</b>	
1.	Diversification of industry is required to boost performance and to provide support in times when certain industries experience downturns.
2.	Strong competition in the tourism sector within WA necessitates an integrated, differentiated tourism package offering.
3.	There is a need to encourage new investment and expenditure within Albany and throughout the region, where the Great Southern currently tends to circulate existing capital or leak it to other regions and states.
4.	Albany and the region need to provide visitors with adequate access to its unique culture and heritage, which will in turn stimulate spending within the local economy.
5.	Diversified infrastructure and assets are needed to attract and retain younger age people in the population and bolster tertiary educational enrolments.
6.	Increasing the effective reach of professional and knowledge-intensive service businesses requires the use of virtual and outreach delivery models and ensuring that Albany and Great Southern businesses are web-enabled, based on both current and emerging technologies.

7. Continued enhancement of technology and communication infrastructure is required to support growth in diverse demographic groups.
8. Resilience support for the industries worst hit by COVID-19, or those that are projected to have a slower (medium- to long-term) recovery.
9. New jobs and innovative measures to increase employment prospects for those affected by COVID-19.

**Opportunity**

1. International tourism was growing globally, and these tourists are the highest spending cohort. It is likely that these trends will eventually recover post-COVID. Once this occurs, competing effectively for international tourists will make a substantial contribution to the Albany and Great Southern economies, particularly for cohorts that seek unique and isolated natural and cultural experiences.
2. Albany and the Great Southern has a wealth of untapped potential in local produce and niche primary production or manufacturing opportunities for international export markets, particularly to service growing Asian markets such as China, Indonesia, Malaysia and India.
3. There are opportunities for value-adding industries and to diversify the economy.
4. Albany and the Great Southern are home to significant heritage and cultural assets, such as Aboriginal sites and historic buildings, which can be developed and promoted as important drawcards for visitation.
5. Albany and the region host a diversity of events, with strong opportunities to enhance and better promote the City as an important heritage and cultural hub of activity.
6. Albany and the Great Southern are home to many important natural assets, with strong potential to attract domestic and international tourists. Sustainable ecotourism, if managed sensitively, represents a growth opportunity for the region.
7. There are opportunities to grow the market for digital nomads and remote workers by promoting the region's competitive advantages (e.g. clean and green, low cost of living and property prices in many LGAs, diverse and vibrant cultures, etc.), serving to bring new money and expertise into the region and further diversifying the population base. However, attracting the tech sector requires continued investment in region's ICT infrastructure, and addressing current coverage and connectivity issues.
8. Significant domestic tourism marketing to capitalise on the short- to medium-term closure of international borders.
9. Well planned and timely international tourism marketing for counties that are opened up early (e.g. New Zealand).
10. Well planned and timely international business and student marketing for imminent reopening of international borders to these demographics.
11. Capitalising on tourism and construction support from State and Federal Governments.
12. Capitalising on strong intrastate travel while domestic and international borders remain closed or restricted.

**Project Component**

1. The project will create an enhanced staging point for events and recreational activity, stimulating visitation, visitor spend, and youth retention.
2. Diversifying visitor experiences, encouraging repeat visitation, and enhancing and promoting the Great Southern as a place to visit, work and invest.
3. Diversification of industry contributions to GRP, and subsequently enhanced economic security, resiliency and sustainability.
4. Attraction and retention of young demographics to live, work and study in the region, enhancing tertiary enrolments and providing critical employment stock for key goods and service industries.
5. Enhancing physical activity to reduce the well understood economic burden of otherwise poor health outcomes and non-communicable diseases such as obesity, cardiovascular disease and type 2 diabetes.
6. Providing new opportunities for volunteering, with associated socio-economic value, including engagement, inclusion, community development, pride, and direct economic value (see Section 3).

**2.3 Policy and Strategic Framework**

Albany is the principal population centre of the Great Southern and is its educational, cultural, commercial and recreational hub. Green Range is a small farming community with approximately 66 residents within the City of Albany local government area. A number of challenges face the region over the coming decades and Albany needs to take a leadership role in helping the region and its towns to meet these challenges. The attraction and retention of residents and visitors, tackling the out-migration of youth, and diversification of the region's economy are all essential to future prosperity if the Great Southern is to play its full part in the growth of WA and the nation as a whole. The project therefore aligns strongly with a number of policies and strategies aimed at addressing these challenges. The most relevant policy and strategic objectives, and their alignment with the project, are summarised in the tables below.

Table 6. National policy and strategic context

Strategy/Policy	Overview	Project Alignment
Sustainable Australia - Sustainable Communities	Outlines the Government’s framework for a sustainable Australia to help to ensure that future population change is compatible with the economic, environmental and social wellbeing of Australia.	<ul style="list-style-type: none"> <li>Enhancing private investment and regional economic growth.</li> <li>Enhancing the public realm and community and visitor amenity.</li> <li>Diversifying experience to support varied demographic needs and interests.</li> <li>Creating sense of place, pride, ownership and engagement.</li> <li>Increasing participation and physical activity</li> </ul>
Regional Australia Standing Council Framework for Regional Economic Development	Promotes timely, evidence-based and coordinated delivery of regional economic development activities across all levels of government that responds to the needs of a well engaged local community.	<ul style="list-style-type: none"> <li>Encouraging private investment and development to support regional population and resilient, sustainable economic growth.</li> <li>Engaging residents and visitors, encouraging increased participation and active, healthy lifestyles.</li> <li>Connecting people to the recreational, cultural and heritage experiences.</li> <li>Public realm enhancement and amenity.</li> </ul>
National Sport and Active Recreation Policy Framework	Guide for development and alignment of policies, strategies and programs by governments within their jurisdictions in pursuit of a high performing sport and active recreation system that delivers: (i) increased participation; (ii) success in international competition; (iii) strong national sporting competition; and (iv) and contributes to whole of government objectives including improved health and education outcomes, enhanced social inclusion and community development.	<ul style="list-style-type: none"> <li>Increased participation in bowls and other sport and recreation activity where relevant.</li> <li>Healthy and active ageing.</li> <li>Social inclusion, pride and belonging.</li> <li>New state and regional event opportunities.</li> <li>Improved infrastructure to enhance training and skill development of sports participants, and subsequently improve performance and competitiveness at state, national and international levels.</li> <li>Promoting positive physical and mental health outcomes.</li> </ul>

Table 7. State policy and strategic context

Strategy/Policy	Overview	Key Project Alignment
State Planning Strategy	Promoting sustained prosperity through diversity, liveability, connection and collaboration with principles in community, economy, environment, infrastructure, regional development and governance.	<ul style="list-style-type: none"> <li>Public realm enhancement.</li> <li>Community amenity.</li> <li>Encouraged private investment.</li> <li>Sustainable economic growth.</li> <li>Supporting population increases and identified regional challenges.</li> </ul>
Regional Development Strategy 2016-2025	The Regional Development Strategy, in conjunction with the Regional Investment Blueprints, directs regional development effort and investment towards building vibrant regions with strong economies, with a diverse range of priorities in three key focus areas: establishing foundations for development; driving growth and new investment; and an ongoing commitment to communities.	<ul style="list-style-type: none"> <li>Identifying and addressing specific regional priorities, as identified in the Great Southern Regional Investment Blueprint and Draft Strategic Economic Development Plan.</li> <li>Public realm enhancement.</li> <li>Encouraged private investment.</li> <li>Community infrastructure and amenity development.</li> <li>Protection of supporting assets and infrastructure.</li> <li>Long-term strategies for sustainable growth.</li> </ul>
Strategic Community Plan	Outlines community long term (10+ years) vision, values, aspirations and priorities, with reference to other local government plans, information and resourcing capabilities.	<ul style="list-style-type: none"> <li>Community amenity enhancement.</li> <li>Supporting and developing community pride and ownership.</li> <li>Encouraging participation and social engagement.</li> <li>Encouraging healthy, active lifestyles.</li> </ul>
Hope for the future: WA State Sustainability Strategy	The State Sustainability Strategy is based on a Sustainability Framework of eleven sustainability principles, six visions for WA and six goals for government.	<ul style="list-style-type: none"> <li>Sustainable economic development.</li> <li>Long-term strategies to address future risks and protect critical infrastructure and assets.</li> <li>Supporting community engagement and participation.</li> </ul>



CEDA State of the Regions: Regional Development in WA	A platform for robust discussion on economic diversification and growth opportunities within WA's regional economies.	<ul style="list-style-type: none"> <li>• Transformational investment project aligning with state-wide priorities.</li> <li>• Identifying and capitalising on regional comparative advantage.</li> </ul>
SD6: Strategic Directions for the Western Australian Sport and Recreation Industry	Developed to provide vision and direction for WA's Sport and Recreation Industry. Aims for outcomes of increased participation, improved performance enhanced social capital and organisational capability, and enhanced wellbeing.	<ul style="list-style-type: none"> <li>• Increased participation in bowls and other sport and recreation activity where relevant.</li> <li>• Social inclusion, pride and belonging.</li> <li>• Improved infrastructure to enhance training and skill development of sports participants, and subsequently improve performance and competitiveness at state, national and international levels.</li> <li>• Promoting positive physical and mental health outcomes.</li> </ul>
Active Living for All – 2017 to 2019	Represents the strategic direction for increasing and improving opportunities for physical activity and reducing sedentary behaviour in WA.	<ul style="list-style-type: none"> <li>• Increase physical activity and improve community opportunities for participation.</li> <li>• Improved access to quality sporting and recreational infrastructure and assets.</li> <li>• Promoting physical and mental health.</li> <li>• Encouraging social and sporting club growth.</li> </ul>

Table 8. Local policy and strategic context.

Strategy/Policy	Overview	Key Project Alignment
Great Southern Regional Investment Blueprint	The Great Southern Regional Blueprint seeks to plot the region's future out to 2040. It sets out an aspirational vision with short, medium and long-term ambitions, including ways to measure progress towards these. It is based on a great deal of research and consultation with various stakeholder groups and individuals.	<ul style="list-style-type: none"> <li>• Public realm enhancement.</li> <li>• Economic diversification and stimulation.</li> <li>• Sustainable growth.</li> <li>• Enhanced recreational opportunities.</li> <li>• Attraction and retention of young people and students.</li> <li>• Community engagement and activation.</li> <li>• Healthy, active lifestyles.</li> </ul>
New Great Southern Regional Sport and Recreation Plan (Draft)	Currently under development to consolidate priorities for resourcing and investing in sport and recreation infrastructure and to provide a high-level planning tool for each of the partnering local governments. Builds on the previous strategy (2018).	<ul style="list-style-type: none"> <li>• This project is listed as a key sport and recreational project for Albany within the updated strategy.</li> <li>• The provision of sport and recreation infrastructure is identified as critical to the economic future of the region.</li> <li>• Activating regional communities.</li> <li>• Establishing financially viable facilities.</li> <li>• Sport and recreation opportunity enhancement.</li> <li>• Active participation</li> <li>• Social inclusion.</li> </ul>
Great Southern Regional Planning and Infrastructure Framework	Defines a strategic direction for the future development of the Great Southern region over the next 20 years. Notes importance of recreational infrastructure to attract visitors and new residents, and to support existing demographics and identified challenges.	<ul style="list-style-type: none"> <li>• Diversified recreational opportunities for growing and ageing populations.</li> <li>• Attraction and retention of youth / minimising outmigration.</li> <li>• Exploiting recreational advantages (high interest and participation in sports).</li> <li>• High quality recreational facilities that support sustainable communities.</li> <li>• Attraction and retention of skilled labour and their families through the provision of a choice of recreational and cultural attractions across the region.</li> </ul>
Albany Local Planning Strategy	Emphasises a need to retain existing and facilitate new tourism and recreational infrastructure developments.	<ul style="list-style-type: none"> <li>• Recreational infrastructure development.</li> <li>• Economic diversity, stimulation and growth.</li> <li>• Attracting private investment.</li> </ul>
Strategic Community Plan - Albany 2032	Strategies to develop and support a healthy inclusive and accessible community, including developing a range of activities and facilities that connect	<ul style="list-style-type: none"> <li>• New opportunities for community events and activity.</li> <li>• Social amenity.</li> <li>• Enhanced public realm.</li> <li>• Enhanced environment for activity and participation.</li> </ul>

	people, promote a healthy community and are appropriate for all ages.	<ul style="list-style-type: none"> <li>• Diversified experiences.</li> </ul>
Youth Friendly Albany Strategy 2017-2020	Documents the priorities of Albany’s young people now and guide Council’s activity across the organisation in the youth sector across four key areas, including youth, engagement and inclusion, youth spaces and places, events and social opportunities, employment, education and training.	<ul style="list-style-type: none"> <li>• New opportunities for young people with enhanced diversity of recreational experiences.</li> <li>• Improved amenity.</li> <li>• Enhanced public realm.</li> <li>• Community development.</li> <li>• Community engagement and inclusion.</li> <li>• Participation and promotion and support for healthy, active lifestyles.</li> </ul>
Lower Great Southern Economic Alliance Tourism Development Strategy	Outlines recommendations and strategic actions required to increase visitation to the Lower Great Southern area (bounded by the City of Albany, Shire of Denmark and Shire of Plantagenet) and in turn increase spend in the region.	<ul style="list-style-type: none"> <li>• Tourism/visitation enhancement.</li> <li>• Improved amenity.</li> <li>• Attracted private investment.</li> <li>• Economic diversification and sustainable growth.</li> <li>• Supporting and encouraging population growth.</li> </ul>
Tourism Development Strategy for the Lower Great Southern	Outlines recommendations and strategic actions required to increase visitation to the Lower Great Southern area and in turn increase spend in the region.	<ul style="list-style-type: none"> <li>• Tourism/visitation enhancement.</li> <li>• Improved amenity.</li> <li>• Attracted private investment.</li> <li>• Economic diversification and stimulation.</li> <li>• Sustainable growth.</li> </ul>
Lower Great Southern Region Destination Marketing Strategy	Aiming to develop a unique unifying brand identity for the region that will increase brand awareness and motivation to visit the region. This brand identity will represent the areas of City of Albany, Shire of Denmark and Shire of Plantagenet.	<ul style="list-style-type: none"> <li>• Enhanced connections and visibility within the lower Great Southern.</li> <li>• Regional tourism/visitation enhancement.</li> <li>• Visitors to the Albany encouraged to visit other coastal Great Southern towns and attractions.</li> <li>• Enhanced visitor experiences, length of stay and word of mouth promotion.</li> </ul>
Regional Development Australia Great Southern	Assisting the alignment of local, state and federal government planning initiatives, so that priority projects can be undertaken to build more resilient and diversified regional economies.	<ul style="list-style-type: none"> <li>• Tourism development.</li> <li>• Economic diversification and stimulation.</li> <li>• Sustainable growth.</li> <li>• Community engagement and activation.</li> <li>• Healthy, active lifestyles.</li> </ul>

### 3 Project Need and Expected Impact

Building upon the core project drivers and expected outcomes in Section 1 and regional context outlined in Section 2, a number of wider needs and project impacts have been identified in active and passive participation and volunteering. The following subsections summarise key findings.

#### 3.1 Current Sporting Participation and Trends

The most recent available data on sporting participation is provided by the Australian Sports Commission (AusPlay) since 2016, as accessed through Clearinghouse for Sport<sup>1</sup>, which includes national and state/territory findings between January 2022 and December 2022 (released April 2023), and in previous years. National and Western Australian participation in physical activity can be broken down as shown in Table 9 and Table 10.

Table 9. National participation rates in physical activity (adults)

Age Group	1+ per year	1+ per week	3+ per week
15-17	92.3%	81.0%	58.1%
18-24	88.8%	78.2%	59.3%
25-34	88.5%	79.4%	60.2%
35-44	88.9%	79.0%	59.8%
45-54	90.0%	82.3%	63.1%
55-64	88.4%	80.2%	63.8%
65+	83.6%	76.9%	61.2%

Table 10. Western Australian participation rates in physical activity (adults)

Age Group	1+ per year	1+ per week	3+ per week
15-17	92.2%	75.8%	59.5%
18-24	87.9%	78.0%	63.7%
25-34	88.7%	81.0%	59.7%
35-44	86.0%	77.4%	57.5%
45-54	89.2%	81.5%	62.2%
55-64	87.2%	78.2%	63.1%
65+	85.0%	78.3%	62.0%

As can be seen, regular participation rates drop steadily for those aged 65 or over (**Error! Reference source not found.**). Other ages groups experience lower participation rates in some cases, though the drivers for lack of participation differ. The AusPlay summary of key national findings notes that the top barriers to participation for middle-aged persons is time pressure, where both increasing age/too old and time pressure increase for those aged 55-64 and 65 and over (**Error! Reference source not found.**). Across all age groups, participation reduces significantly from weekly to bi-weekly exercise, with very low participation rates for those more than 3 times a week. Although data is not available at the regional or local level, trends and drivers throughout Australia and the State are expected to be similar in the Lower Great Southern, with declining participation with age and regularity.

AusPlay have also released data specifically for bowls as a sport. This shows that 1.4% of the Australian adult population engage in bowls annually (~290,900 persons). Peak participation is achieved in the 65+ age bracket (Figure 3), underlining the importance of bowls as a sport for older Australians and as critical to participation in healthy physical activity and social engagement for this demographic.

Indeed, of all bowls players, 68.2% of participants were in the 65+ age bracket, with a sharp reduction in participation in every age bracket below.

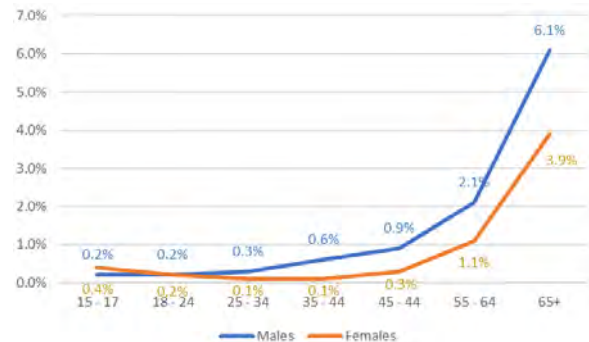


Figure 1. Participation in bowls by demographic profile

The primary reason for participation in bowls is social (67%), followed by fun/enjoyment (54%). This stresses the important of the sport in contributing to strong social connectedness, especially where the older age demographics can suffer disproportionately with isolation and associated mental health challenges. Participation for physical health or fitness also plays a critical role, particularly in older age brackets (rising to almost 40% of participants in the 65+ age bracket).

Bowls is particularly important to regional Australia, where the regional participation rate in bowls is 2.5% and remote is 2.7% in Western Australia, compared to only 1.1% in major cities (i.e. Perth). This is similar at a national level (1.1% major cities; 2.3% regional and 1.9% remote).

65% of participants took part in bowls at least once per week, meaning members of the community that play bowls have above average engagement in physical activity participation (Figure 4).

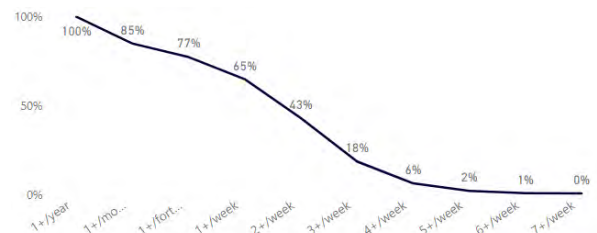


Figure 2. Frequency of participation in bowls (Australia)

### 3.2 The General Impact of Sports and Recreation

The positive impact of increased participation in sport, particularly in regional communities, is well recognised in WA: *“The beneficial effects on social cohesion, educational outcomes, and the positive impacts on physical and mental wellbeing which flows from participation in organised sport and recreation is particularly important in regional areas, where it has always been one of the main cohesive elements that draw people together. At a time when regional communities are under pressure, the value of sport and recreation becomes even more important.”*<sup>22</sup>

The Future of Sport in Australia<sup>3</sup>, a Federal Government initiative, investigated the reforms required to “ensure Australian Sporting systems remain prepared for future challenges at both the community and elite levels.” The panel recommended that priority should be given to those sports played that encourage wide participation around the country and even more to those sports that engage their members through their lifetime. The Panel also found that there is no coherent approach to building community sports and the physical facilities that are required. The report indicated that governments at all levels need to increase their investment in community facilities if grass roots sport is to flourish, and that instead of a primarily top-down approach to national sporting organisations and state sporting organisations, a more holistic approach, which includes investment at a local level, is needed. The report also recognises that sport can make a significant contribution to improving the health and well-being of the community, and **strongly recommends the development of community-based sporting projects that can engage broad sections of the community.**

Studies in not only Australia, and WA in particular, but also Canada and the UK recognise the contribution sport makes to the building of national pride, plus go further in illuminating what the additional benefits are that sporting activities bring to societies. The Canadian Study<sup>4</sup>, ‘*Strengthening Canada – The Socio-economic Benefits of Sports Participation in Canada*’, and the Western Australian Department of Sport and Recreation’s ‘*More than Winning – The Real Value of Sport and Recreation in Western Australia*’ verify these impacts and benefits of sport participation and facilities on individuals and communities, and on the nation’s economy and society. The most significant are the following:

- Sport changes individuals—including their health and well-being, their social networks and sense of social connection and social inclusion, and their skills.
- It affects communities—including the social cohesion and social capital of communities. Sport can help address anti-social behaviour and can support education plus help sustain the environment through protecting open space and natural areas.
- It has an impact on the economy—by attracting business investment, creating jobs and providing work for thousands.
- It helps to shape national and cultural identities. According to Kelley and Evans (1998) sport has been identified as being ‘the most important element contributing to our feelings about our nation’.<sup>5</sup>

The major benefits of sport participation are:

- Improved physical fitness and health.
- Fun, recreation and relaxation.
- Sense of achievement.
- More opportunities for shared family and household activities.
- Improved social, analytical and life skills.
- Opportunities to socialize and make new friends.

### 3.3 Physical Health Outcomes of Increased Participation

Active participants attach very high levels of importance to sport as a source of relaxation, fun and recreation; physical fitness; improved quality of life due to better health; and stress relief. Individuals can gain significant health benefits from physical activity through sport (or other means) by achieving the right levels of frequency, duration and intensity of activity.

Improving health through sport and other forms of physical activity would significantly reduce health-care costs. In Canada, estimates of health-care spending due to physical inactivity range from CAN\$2.1 billion to CAN\$5.3 billion annually, representing as much as 4.8% of total health-care costs. In Australia, increased participation in sport (and recreation) provides substantial returns to the public and private sectors through improved health. Research done by Econtech, commissioned by Medibank Private (2007)<sup>6</sup>, stated: ‘If more Australians were physically active for just 30 minutes a day the Australian healthcare system could save \$1.5 billion a year’. According to Access Economics (2006) the total economic cost of obesity alone in Australia in 2005 was \$21 billion, with the cost to the Western Australian economy \$2.1 billion. Nationally, this was expected to increase to \$34.6 billion in 2008. On this basis, increasing physical activity participation could significantly reduce national health-care costs.

According to The Department of Health and Australian Bureau of Statistics results from the 2011-12 Australian Health Survey<sup>7</sup>, 2.6% of the total disease burden in Australia was due to physical inactivity. It goes on to state that if all Australians did an extra 15 minutes of brisk walking for at least five days each week, this would reduce disease burden due to physical inactivity in the population by approximately 13%, By increasing this to 30 minutes, the burden of disease attributed to physical inactivity could be reduced by 26%.

A 2008 Medibank Private report on the cost of physical inactivity<sup>8</sup> finds that the direct net cost of physical inactivity in Australia was estimated to be \$719 million per annum. Including productivity (\$9.3b) and mortality (\$3.8b) costs the total is brought to \$13.8 billion. Ignoring the well documented increase in attributable non-communicable disease since 2008, the relative cost of physical inactivity in 2016 can be estimated against the consumer price index (CPI) as \$16.4 billion. This represents total change in cost is 18.9 percent, over 8 years, at an average annual inflation rate of 2.2 per cent (ABS CPI calculator).

Assuming the rate of burden is relative across Australia, and ignoring the underlying demographic profile of Albany and the region (e.g. age profile and socio-economic factors which are likely to increase the rates of NCDs and physical inactivity compared to other areas such as capital cities and larger regional centres), Albany’s share of costs related to physical inactivity would be 0.16% of the national total, or approximately \$25.6 million. This is relative to the City of Albany’s share of the national population (ABS 2016).

For the purpose of quantifying impact, only residential participation increases are considered. If all residents of Albany were to engage in additional physical activity, based on Department of Health and ABS observations, this would result in cost savings of \$180 per person who can be encouraged to engage in regular physical activity. Given that the impact of inactivity and rate of illness increases with age, the impact of the proposed Green Range Country Club project could be even greater.

### 3.4 Healthy, Active Ageing and Age Friendly Communities

As outlined in the Age Friendly Albany Plan and described in the World Health Organization (WHO) Active Ageing Policy Framework, active ageing is the process of optimising opportunities for health, participation and security in order to enhance quality of life as people age. It is about ensuring that people maintain their functional capacity over their life as they age, as illustrated in Figure 5.

Age-friendly communities are places where seniors can easily and safely access buildings, public spaces, a range of community events and activities, and various affordable transport options. The characteristics of age-friendly communities are also characteristics of great places for children and youth, people with disability and the broader community.

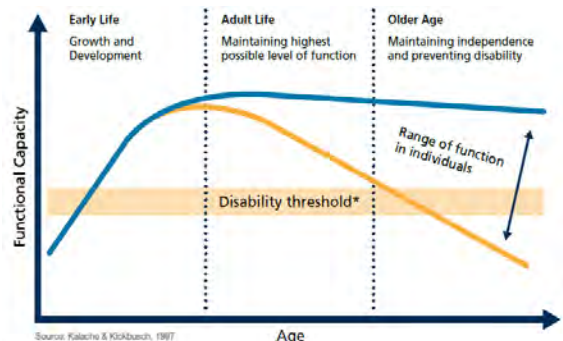


Figure 3. Active ageing influence on functional capacity

As identified in the Age-Friendly Albany Plan, the City of Albany has an ageing population, with a higher proportion of its residents aged over 60 years compared with the overall state, and a lower proportion of people aged 25 – 49 years. Importantly, significant growth has occurred in the City’s population aged 50+ years in the ten years from 2011 to 2016, with the strongest growth occurring in the 60 to 69-year age range. Further details of the rapid growth in this demographic can be found in Appendix A.

The Age-Friendly Strategy consultation indicated that 95% of the community say it is very important to live independently in their homes as they age. The results from consultation also highlight a main theme; Respect, Social Participation and Inclusion, with two specific goals; for seniors to feel they are welcome and belong in their community, and their contributions as community members are recognised and valued, and that seniors participate in a range of regularly scheduled, enjoyable community activities and events that promote health, wellbeing and social inclusion. This program supports the Age-Friendly Albany Strategy vision; The City of Albany will become an

age-friendly community where seniors, in all their diversity, are able to achieve quality of life through health, participation and security as they age.

### 3.5 Getting the Inactive Active

Elderly people pay a high price for inactivity, hence they better engage in age-friendly sports for seniors. Indeed, an average senior spends around 10 hours a day lying down or sitting. This classifies them under the group of individuals with a very sedentary lifestyle. As a consequence, they are more prone to falls, heart disease, obesity, and early death.

Seniors who want to remain healthy and active must prioritise doing regular physical activities. This way, they can also maintain their independence. If they will not find time to move their bodies, it will be more difficult for them to do what they used to enjoy. That can include shopping, meeting with friends, playing with grandchildren, and other leisure activities. A key benefit to remaining active is a reduced risk of anxiety and depression.

According to the Better Health Channel Victoria<sup>9</sup>, only around one in 10 Australians over the age of 50 exercises enough to gain any cardiovascular benefit. Some estimates suggest that about half of the physical decline associated with old age may be due to a lack of physical activity. It has been suggested that people over the age of 65, more than any other age group, require adequate fitness levels to help them maintain independence, recover from illness and reduce their high risk of disease. About half of the physical decline associated with ageing may be due to a lack of physical activity. Without regular exercise, people over the age of 50 years can experience a range of health problems including:

- Reduced muscle mass, strength and physical endurance
- Reduced coordination and balance
- Reduced joint flexibility and mobility
- Reduced cardiovascular and respiratory function
- Reduced bone strength
- Increased body fat levels
- Increased blood pressure
- Increased susceptibility to mood disorders, such as anxiety and depression
- Increased risk of various diseases including cardiovascular disease and stroke.

Many older people believe that exercise is no longer appropriate. Some of the common misconceptions that prompt older people to abandon physical activity include:

- Older people are frail and physically weak.
- The human body does not need as much physical activity as it ages.
- Exercising is hazardous for older people because they may injure themselves.
- Only vigorous and sustained exercise is of any use.

Other factors that may contribute to the lack of physical exercise among people over 50 years include:

- Some older people may have a preference for sedentary activities, such as reading and socialising.
- The relatively high cost of some sports may exclude some people.
- Many sports and activities tend to attract young adults, so older people may feel unwelcome.
- The physical fitness marketplace has failed to include and attract older people.

### 3.6 Social Connection and Cohesion

The Australian Bureau of Statistics reported that participation in social activities declines with age, and 4% of people aged 18-24 years report no social or sporting participation in a three month period compared with 21% of those over 75 years. Sport and recreation improve social cohesion with participants experience a high degree of interaction with other individuals, which improves interpersonal relationships, establishes the basis for trust and builds teamwork skills that generate gains in social cohesion. Social cohesion, in turn, is fundamental to building

‘social capital’, which is the ‘social fabric or glue that ties members together in a given locality. According to Putnam (2000) sports clubs and community organisations are important conduits for developing such capital and are good barometers of community strength.

Sport and recreational activities work by constructing associations of people – participants, volunteers and supporters - that constitute social networks with a defined purpose. These networks generate trust and a willingness to interact with others outside of sport. This willingness can be harnessed to social and economic advantage. Sport participation strongly encourages individuals from different backgrounds to work and play together in a positive way. It gives individuals of all ages good opportunities to be actively involved in their communities, which help them learn positive lessons about responsibility and respect for others and gives them the chance to give back to their communities. Dempsey (1999) highlighted the importance of sport in his 17-year study of a Victorian rural community. His study found that sport and sporting clubs enabled all members of a community to be linked by a common bond: their participation in that club. Similarly, Mahoney (as cited in Townsend, et al., 2002) found in a study of two small Victorian rural communities that at a times of economic hardship, when other institutions and structures were disappearing, physical activity and organised sporting clubs remained, providing a focus within the communities and a sense of community cohesion.

Investment in sports and leisure infrastructure, activities and programs can bolster a community’s perception of their local area, restoring pride in their region and improving future social and economic possibilities.

### 3.7 Mental Health

As described by the Curtin University Mentally Healthy WA Centre for Behavioural Research in Cancer Control<sup>10</sup>, a review of current literature indicates that people who participate in sports clubs and organised recreational activity enjoy better mental health, are more alert, and more resilient against the stresses of modern living. Participation in recreational groups and socially supported physical activity is shown to reduce stress, anxiety and depression, and reduce symptoms of Alzheimer’s disease. According to the Curtin study on the relationship between organised recreational activity and mental health:

- Around 8 in 10 Western Australians believe it is important for sport and active recreation to help us feel good about ourselves and build our confidence and self-esteem.
- More than 8 in 10 Western Australians feel it is important and agree that sport and active recreation creates close friendships.
- Participation in sport and recreation activities can reduce stress, anxiety and depression.
- Participation in group recreation provides a sense of value, belonging and attachment.
- According to Bandura’s social cognitive theory, behaviour is shaped by interaction between individual and environmental factors. This theory emphasizes the influence of social interaction in relation to behaviour. There are both direct and indirect links between participation in group activity and mental health.

The study also notes the following links between recreational activity and mental health and wellbeing.

*Direct links:* Numerous studies and reviews demonstrate associations between social interaction and mental wellbeing. The Whitehall Study in the United Kingdom found that people without good social support were five times more likely to have a mental illness than those with good support. There were significant associations between social isolation and low mental health scores in a cross section of the population in rural and regional Victoria. There were similar findings in a random sample of the population in suburban Adelaide. A significant association between depression and loneliness has been found in middle to older age adults in the United States, using both cross-sectional and longitudinal analyses. A prospective cohort study into psychosocial factors and mortality in Norway found that both social participation and social support are predictors of a long life, and social support helps in the handling of stressful life situations. An evidence-based intervention strategy designed for older adults in the USA advocates social participation as a means to maintain cognitive vitality.<sup>1</sup> The Mayo Clinic in Rochester, Minnesota, USA recommends joining a community group or becoming a volunteer in order to buffer the effects of stress. Another benefit to community wellbeing is shown in a study by the Australian Institute of Criminology in which a ten percent increase in community participation was related to a statistically significant 1.9% decline in violent crime rates. A decrease in criminal behaviour can lead to a further increase in social participation

as people feel safer in their community environment. The Australian Government promotes social participation and social capital in the Stronger Families and Community Strategy.

*Indirect Links:* Extensive evidence shows that social participation and social support increases participation in physical activity and engagement in physical activity is strongly associated with mental health. Evaluations have shown that social support such as “buddy” systems increases feelings of well-being and people’s intention to begin or continue participating in physical activity. A study of older adults showed that these positive effects were highest amongst subjects with high baseline self-efficacy and in those who exercised more frequently. However, those with lower baseline self-efficacy showed a greater upward trend over six months, attributed to the creation of “buddy groups” within the program. The National Heart Foundation’s ‘Just walk It’ program identified social cohesion as the main predictor of adherence to walking programs and as an important component for creating positive attitudes toward physical activity. The 2003 Child and Adolescent Physical Activity and Nutrition Survey in Western Australia identified one of the barriers to participation in physical activity as “no one to be active with”. A recent review of dog ownership literature suggests that “buddies” need not be limited solely to the human variety, as the social support gained from dogs was also shown to encourage increased physical activity. Recent research also indicates an association between obesity and depression. Many depressed persons are inactive and gain weight and physical activity is listed as a potential mediating variable for depression. Participation in recreational groups and socially supported physical activity assists people to initiate and sustain physical activity programs. Decreased physical activity amongst children and adolescents is believed to have contributed to the prevalence of overweight and obesity doubling in the past two decades. There is clear evidence of the benefits of physical activity in preventing and treating obesity.

### 3.8 Volunteering Opportunities

A senior’s presence in regional towns can have an extensive positive effect on the social functioning of their towns. Senior citizens have a wealth of time, experience and an ethic to help to contribute to the wellbeing of their town and its people. Volunteers contribute a substantial amount of unpaid work to a variety of community and public sector agencies. At one stage, middle aged women were one of the main contributors to volunteer work however, in recent times this figure has drastically changed as more and more women enter the paid workforce. Recent retirees are increasingly setting the trend, offering a growing reservoir of potential volunteers. Since 1994 the World Bank has pushed population ageing as a key issue for developing countries. The Bank has argued that the ageing phenomenon is occurring at the same time as traditional community and family-based support is weakening and formal programs are beset by rising costs that will require rising tax rates, undermining economic incentives and economic growth.<sup>11</sup>

The contribution of volunteers is increasingly important given the passing of responsibilities from government to the charitable sector and demands upon public sector budgets. The extent of volunteering is considered to be one measure of social capital and an indicator of healthy civil society. The future of volunteering in an ageing society is of critical importance in view of the rising demand for volunteers both in and out of regional towns and cities.

As detailed by Volunteering Australia<sup>12</sup>, in 2010 31% of adults aged 65 and over volunteered and 35% of all volunteers did so at least once per week (higher rates than all other categories - fortnightly, monthly or yearly). 104 median hours per year were volunteered by those 65 and over in 2006. Importantly, Volunteer Australia also find that people who volunteered for sport and physical recreation organisations had higher rates of participation in physical activity for exercise or recreation (90%), compared to other volunteers (80%) and non-volunteers (65%).

The Green Range Country Club project is expected to provide a number of unique opportunities for seniors to volunteer their time, through development of social networks in support of one another, and through more formal volunteer activities associated with the Club. Volunteering opportunities that emerge from the project are expected to create significant positive outcomes for those engaged, with well documented physical and mental health benefits. Volunteer Australia outline the following key benefits and social impact of volunteering, accumulated from a great number of sources:

- Volunteers are happier, healthier and sleep better than those who do not volunteer
- 96% of volunteers say that it makes people happier.
- 95% of volunteers say that volunteering is related to feelings of wellbeing.



- Volunteering results in a “helper’s high”, a powerful physical and emotional feeling experienced when directly helping others.
- Just a few hours of volunteer work make a difference in happiness and mood.
- Sustained volunteering is associated with better mental health.
- Altruistic emotions and behaviours are associated with greater well-being, health, and longevity.
- A strong correlation exists between the well-being, happiness, health, and longevity of people who are emotionally kind and compassionate in their charitable helping activities.
- The experience of helping others provides meaning, a sense of self-worth, a social role and health enhancement.
- Volunteering is highly associated with greater health and happiness.
- Volunteering is a form of civic participation that creates ‘bridging networks’ (i.e. broad networks of loose connections to people from diverse backgrounds), which generate positive social practices that strengthen communities (by fostering positive social norms; spreading information and innovation; and providing the mechanism for collective problem solving).
- Volunteering mediates the negative psychological effect of disadvantage, with volunteers from disadvantaged backgrounds having similar levels of psychological well-being as professional, educated non-volunteers.
- Volunteering is important for connecting people to career paths and labour markets that are better paid and more stable.
- Volunteering builds collective efficacy by bestowing a sense of altruism and citizenship; developing political and negotiation skills; and inspiring people to work together to solve problems and take action to improve community life.

## 4 Budget and Funding Strategy

### 4.1 Detailed budget

The total capital development budget is \$390,755 (excluding GST) based on contractor quotations requested and received for the three main elements of the project. The following table breaks down key components of the budget, with detailed quotations available as addenda to this business case.

Table 11. Capital development budget (excluding GST)

Development	Cost (exc. GST)	Details
Concreting	\$56,400	Giovanni Felesina quotation
Fencing	\$20,988	Great Southern Boundaries quotation
Drainage	\$12,062	Albany Irrigation and Drilling quotation
Synthetic turf	\$203,642	EverGreen Synthetic Grass quotation – supply and install less value of volunteer labour for removal of existing green and relevant proportion of donated accommodation, food, and materials
Lighting	\$57,755	Ganzer Electrical quotation
Donated materials	23,400	\$15,000 in fine base the goes under the carpet to be donated by the Hansen Quarry in Kendenup. They often provide the materials for EverGreen. Value determined through discussions with Hansen Quarry manager. Identified in EverGreen quotation. \$6,000 in accommodation provided by Green Range Country Club, calculated as \$200 per night for 30 nights. Identified in EverGreen quotation. \$2,400 in food to be provided by Green Range Country Club, calculated as \$80 per day over 30 days. Identified in EverGreen quotation.
Donated labour	\$5,127	Donated labour (digging out fence and plinths, digging out old lawn, replacing with 100mm sand). Calculable as 4 persons working 7 full days at ~\$25 per hour. Identified line item in EverGreen quotation.
Escalation to tender (4%)	\$11,381	QS and consultant advice (in line with current quarterly inflation).
<b>Total</b>	<b>\$390,755</b>	-

## 4.2 Programme funding requirements

Funding is required to support the \$390,755 capital development works and confirmed contributions from Green Range Country Club and the City of Albany. The following provides a breakdown of current and requested funding commitments.

Table 12. Funding request

Funding Source	Cash	In-kind	Total Value	Proportion	Status
Green Range Country Club	\$66,850	\$13,527	<b>\$80,378</b>	20.6%	Confirmed / committed
City of Albany	\$100,000	\$-	<b>\$100,000</b>	25.6%	Confirmed / committed
Hansen Quarry	\$-	\$15,000	<b>\$15,000</b>	3.8%	Confirmed / committed
Community Sport and Recreational Facilities Fund – Small Grants	\$195,378	\$-	<b>\$195,378</b>	50.0%	Requested
<b>Total</b>	<b>\$362,228</b>	<b>\$28,527</b>	<b>\$390,755</b>	<b>100%</b>	<b>-</b>

## 4.3 Funding Implications – Impact of Non-Delivery

Green Range Country Club considers the proposed works as a priority infrastructure and community development project, particularly in addressing significant gaps in existing infrastructure and the ability to engage a wider member base, enhance participation throughout the year, and improve club viability.

The project is expected to have robust social and economic benefits (Section 3), as well as helping to address Great Southern regional challenges (Section 2). Green Range Country Club and its project partners have strong ambitions to fulfil all associated objectives and realise identified benefits.

As such, if the requested funds were not received, the project would remain a priority and alternative sources would be sought; however, this would result in cost and timing inefficiencies that would reduce the potential impact of the project.

Table 13. Impact of non-delivery

<b>Financial</b>	Result in cost inefficiencies, such as forced staged breakdown and development, escalation to tender, etc. Impact ongoing club viability/sustainability.
<b>Economic</b>	Reduced or delayed economic diversification and stimulation associated with community use, events, tourism, participation, public realm enhancements, volunteering, etc.
<b>Social/Community</b>	Unmet need. Reduced participation and subsequent reduction in outcome potential for physical and mental health and social cohesion. Reduced opportunity and access to diversified experiences. Continued requirement for travel to suitable greens.
<b>Government</b>	Increased pressure on government from stakeholder groups demanding improvements or additions to sport and recreation infrastructure.

# 5 Economic and Financial Implications

## 5.1 Job Creation

The Green Range Country Club Bowling Revitalisation and Lighting Project is expected to create direct and indirect jobs through the construction phase. No new operational jobs are expected as the existing staff are sufficient to manage all club activities regardless of the addition of a green. Volunteers will fill all other requirements associated with the new green.

The Department of Treasury Western Australia, provide guidelines for agencies to estimate the employment impact of major projects and policies<sup>13</sup>. This report recommends a 2.14 direct employment multiplier on per \$1 million dollar construction activity. Simple employment multipliers (4.69 for construction) suggest an indirect employment benefit of 2.55 per \$1 million spend on construction. The project is expected to engage various contractors (as per

# REPORT ITEM CCS 558 REFERS

quotations), resulting in approximately 0.84 FTE jobs over the short development period, with an additional 1 FTE job created in the wider local economy during development.

## 5.2 Financial Assessment

Detailed financial modelling has been conducted over a 30-year analysis period to assess the ongoing viability of the club following the project, particularly to ensure any new costs associated with the project are covered by existing or new revenue streams. Green Range Country Club has demonstrated consistent viability in the past, generating net revenues/surplus for many years. The indicative model for future operations is based on the past two years of annual financial statements, with various adjustments and assumptions made to consider the changes expected through the projects. Predominantly, changes are expected through new maintenance costs associated with the green, fencing and barrier walls, and lighting. An average annual maintenance cost of \$500 on all new infrastructure is assumed.

An asset replacement sinking fund is defined in the interest of ensuring self-sufficiency beyond the life of the new green and any other club assets (building, fixtures, fittings, vehicles, etc.). This is determined as 70% of indicative net revenue, being sufficient to cover green resurfacing every 15 years (~\$100,000 at today's value) and lighting replacement every 10 years (~\$4,000 at today's value). These values are based on relevant items in the associated quotations, escalated annually in line with CPI estimates used across all other figures. Additional reserve in the sinking fund is available for any additional/unforeseen expenditure, as well as any unspent cumulative net revenue.

Table 14. Forward planning projections (Yr1 - 10)

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>Income</b>	<b>\$ 195,918</b>	<b>\$ 201,796</b>	<b>\$ 207,850</b>	<b>\$ 214,085</b>	<b>\$ 220,508</b>	<b>\$ 227,123</b>	<b>\$ 233,937</b>	<b>\$ 240,955</b>	<b>\$ 248,183</b>	<b>\$ 255,629</b>
Bar Sales	\$ 118,450	\$ 122,004	\$ 125,664	\$ 129,434	\$ 133,317	\$ 137,316	\$ 141,435	\$ 145,679	\$ 150,049	\$ 154,550
Fees & Charges	\$ 15,931	\$ 16,409	\$ 16,901	\$ 17,408	\$ 17,930	\$ 18,468	\$ 19,022	\$ 19,593	\$ 20,181	\$ 20,786
Sponsorship, Donations & Fundraising	\$ 14,438	\$ 14,871	\$ 15,317	\$ 15,777	\$ 16,250	\$ 16,737	\$ 17,239	\$ 17,757	\$ 18,289	\$ 18,838
Contract Harvesting & Grain Sales	\$ 22,660	\$ 23,340	\$ 24,040	\$ 24,761	\$ 25,504	\$ 26,269	\$ 27,057	\$ 27,869	\$ 28,705	\$ 29,566
Membership Subscriptions	\$ 17,578	\$ 18,105	\$ 18,649	\$ 19,208	\$ 19,784	\$ 20,378	\$ 20,989	\$ 21,619	\$ 22,267	\$ 22,935
Rental	\$ 6,684	\$ 6,884	\$ 7,091	\$ 7,303	\$ 7,523	\$ 7,748	\$ 7,981	\$ 8,220	\$ 8,467	\$ 8,721
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 178	\$ 183	\$ 189	\$ 194	\$ 200	\$ 206	\$ 212	\$ 219	\$ 225	\$ 232
Cash Boost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve withdrawal (resurfacing / lighting replacement)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,219
<b>Cost of Sales</b>	<b>-\$ 59,926</b>	<b>-\$ 61,723</b>	<b>-\$ 63,575</b>	<b>-\$ 65,482</b>	<b>-\$ 67,447</b>	<b>-\$ 69,470</b>	<b>-\$ 71,554</b>	<b>-\$ 73,701</b>	<b>-\$ 75,912</b>	<b>-\$ 78,189</b>
<b>Gross Profit</b>	<b>\$ 135,993</b>	<b>\$ 140,072</b>	<b>\$ 144,275</b>	<b>\$ 148,603</b>	<b>\$ 153,061</b>	<b>\$ 157,653</b>	<b>\$ 162,382</b>	<b>\$ 167,254</b>	<b>\$ 172,271</b>	<b>\$ 177,440</b>
<b>Expenditure</b>	<b>-\$ 122,411</b>	<b>-\$ 126,083</b>	<b>-\$ 129,865</b>	<b>-\$ 133,761</b>	<b>-\$ 137,774</b>	<b>-\$ 141,908</b>	<b>-\$ 146,165</b>	<b>-\$ 150,550</b>	<b>-\$ 155,066</b>	<b>-\$ 159,718</b>
Administration	-\$ 3,264	-\$ 3,362	-\$ 3,463	-\$ 3,567	-\$ 3,674	-\$ 3,784	-\$ 3,897	-\$ 4,014	-\$ 4,135	-\$ 4,259
Accounting Fees	-\$ 796	-\$ 820	-\$ 844	-\$ 869	-\$ 896	-\$ 922	-\$ 950	-\$ 979	-\$ 1,008	-\$ 1,038
Audit Fees	-\$ 1,601	-\$ 1,649	-\$ 1,698	-\$ 1,749	-\$ 1,802	-\$ 1,856	-\$ 1,912	-\$ 1,969	-\$ 2,028	-\$ 2,089
Cleaning	-\$ 2,577	-\$ 2,654	-\$ 2,734	-\$ 2,816	-\$ 2,900	-\$ 2,987	-\$ 3,077	-\$ 3,169	-\$ 3,264	-\$ 3,362
Depreciation	-\$ 31,482	-\$ 32,427	-\$ 33,399	-\$ 34,401	-\$ 35,434	-\$ 36,497	-\$ 37,591	-\$ 38,719	-\$ 39,881	-\$ 41,077
Electricity	-\$ 5,822	-\$ 5,997	-\$ 6,177	-\$ 6,362	-\$ 6,553	-\$ 6,750	-\$ 6,952	-\$ 7,161	-\$ 7,375	-\$ 7,597
Golf Expenses	-\$ 8,821	-\$ 9,086	-\$ 9,359	-\$ 9,639	-\$ 9,929	-\$ 10,226	-\$ 10,533	-\$ 10,849	-\$ 11,175	-\$ 11,510
Repairs and maintenance (existing infrastructure)	-\$ 14,949	-\$ 15,397	-\$ 15,859	-\$ 16,335	-\$ 16,825	-\$ 17,330	-\$ 17,849	-\$ 18,385	-\$ 18,936	-\$ 19,505
Repairs and maintenance (new infrastructure)	-\$ 500	-\$ 515	-\$ 530	-\$ 546	-\$ 563	-\$ 580	-\$ 597	-\$ 615	-\$ 633	-\$ 652
Insurance - Business	-\$ 8,982	-\$ 9,252	-\$ 9,529	-\$ 9,815	-\$ 10,109	-\$ 10,413	-\$ 10,725	-\$ 11,047	-\$ 11,378	-\$ 11,720
Other Operating Expenses	-\$ 4,243	-\$ 4,370	-\$ 4,501	-\$ 4,637	-\$ 4,776	-\$ 4,919	-\$ 5,066	-\$ 5,218	-\$ 5,375	-\$ 5,536
Salaries / Wages	-\$ 35,891	-\$ 36,968	-\$ 38,077	-\$ 39,219	-\$ 40,396	-\$ 41,608	-\$ 42,856	-\$ 44,142	-\$ 45,466	-\$ 46,830
Superannuation	-\$ 2,720	-\$ 2,801	-\$ 2,885	-\$ 2,972	-\$ 3,061	-\$ 3,153	-\$ 3,247	-\$ 3,345	-\$ 3,445	-\$ 3,548
Subscriptions & Affiliations	-\$ 763	-\$ 786	-\$ 809	-\$ 834	-\$ 859	-\$ 884	-\$ 911	-\$ 938	-\$ 966	-\$ 995
Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lighting replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,219
<b>Net Revenue</b>	<b>\$ 13,582</b>	<b>\$ 13,989</b>	<b>\$ 14,409</b>	<b>\$ 14,841</b>	<b>\$ 15,287</b>	<b>\$ 15,745</b>	<b>\$ 16,218</b>	<b>\$ 16,704</b>	<b>\$ 17,205</b>	<b>\$ 17,721</b>
<b>Asset Replacement Sinking Fund (Annual Contribution)</b>	<b>\$ 9,507</b>	<b>\$ 9,793</b>	<b>\$ 10,086</b>	<b>\$ 10,389</b>	<b>\$ 10,701</b>	<b>\$ 11,022</b>	<b>\$ 11,352</b>	<b>\$ 11,693</b>	<b>\$ 12,044</b>	<b>\$ 12,405</b>
<i>Cumulative Net Revenue (less sinking fund)</i>	\$ 4,075	\$ 8,271	\$ 12,594	\$ 17,047	\$ 21,633	\$ 26,356	\$ 31,221	\$ 36,233	\$ 41,394	\$ 46,711
<i>Cumulative Sinking Fund</i>	\$ 9,507	\$ 19,300	\$ 29,386	\$ 39,775	\$ 50,476	\$ 61,497	\$ 72,850	\$ 84,543	\$ 96,586	\$ 103,772

## REPORT ITEM CCS 558 REFERS

Table 15. Forward planning projections (Yr11 - 20)

	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042
<b>Income</b>	<b>\$ 263,298</b>	<b>\$ 271,197</b>	<b>\$ 279,333</b>	<b>\$ 287,713</b>	<b>\$ 296,344</b>	<b>\$ 305,234</b>	<b>\$ 314,391</b>	<b>\$ 323,823</b>	<b>\$ 333,538</b>	<b>\$ 343,544</b>
Bar Sales	\$ 159,187	\$ 163,963	\$ 168,881	\$ 173,948	\$ 179,166	\$ 184,541	\$ 190,077	\$ 195,780	\$ 201,653	\$ 207,703
Fees & Charges	\$ 21,410	\$ 22,052	\$ 22,714	\$ 23,395	\$ 24,097	\$ 24,820	\$ 25,565	\$ 26,332	\$ 27,121	\$ 27,935
Sponsorship, Donations & Fundraising	\$ 19,403	\$ 19,985	\$ 20,585	\$ 21,202	\$ 21,838	\$ 22,494	\$ 23,168	\$ 23,863	\$ 24,579	\$ 25,317
Contract Harvesting & Grain Sales	\$ 30,453	\$ 31,367	\$ 32,308	\$ 33,277	\$ 34,275	\$ 35,304	\$ 36,363	\$ 37,454	\$ 38,577	\$ 39,734
Membership Subscriptions	\$ 23,623	\$ 24,332	\$ 25,062	\$ 25,814	\$ 26,588	\$ 27,386	\$ 28,208	\$ 29,054	\$ 29,925	\$ 30,823
Rental	\$ 8,982	\$ 9,252	\$ 9,529	\$ 9,815	\$ 10,110	\$ 10,413	\$ 10,725	\$ 11,047	\$ 11,379	\$ 11,720
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 239	\$ 246	\$ 253	\$ 261	\$ 269	\$ 277	\$ 285	\$ 294	\$ 303	\$ 312
Cash Boost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve withdrawal (resurfacing / lighting replacement)	\$ -	\$ -	\$ -	\$ -	\$ 151,259	\$ -	\$ -	\$ -	\$ -	\$ 7,014
<b>Cost of Sales</b>	<b>-\$ 80,535</b>	<b>-\$ 82,951</b>	<b>-\$ 85,440</b>	<b>-\$ 88,003</b>	<b>-\$ 90,643</b>	<b>-\$ 93,362</b>	<b>-\$ 96,163</b>	<b>-\$ 99,048</b>	<b>-\$ 102,019</b>	<b>-\$ 105,080</b>
<b>Gross Profit</b>	<b>\$ 182,763</b>	<b>\$ 188,246</b>	<b>\$ 193,893</b>	<b>\$ 199,710</b>	<b>\$ 205,701</b>	<b>\$ 211,872</b>	<b>\$ 218,228</b>	<b>\$ 224,775</b>	<b>\$ 231,518</b>	<b>\$ 238,464</b>
<b>Expenditure</b>	<b>-\$ 164,510</b>	<b>-\$ 169,445</b>	<b>-\$ 174,528</b>	<b>-\$ 179,764</b>	<b>-\$ 185,157</b>	<b>-\$ 190,712</b>	<b>-\$ 196,433</b>	<b>-\$ 202,326</b>	<b>-\$ 208,396</b>	<b>-\$ 214,648</b>
Administration	-\$ 4,386	-\$ 4,518	-\$ 4,653	-\$ 4,793	-\$ 4,937	-\$ 5,085	-\$ 5,238	-\$ 5,395	-\$ 5,557	-\$ 5,723
Accounting Fees	-\$ 1,069	-\$ 1,101	-\$ 1,134	-\$ 1,168	-\$ 1,204	-\$ 1,240	-\$ 1,277	-\$ 1,315	-\$ 1,355	-\$ 1,395
Audit Fees	-\$ 2,151	-\$ 2,216	-\$ 2,282	-\$ 2,351	-\$ 2,422	-\$ 2,494	-\$ 2,569	-\$ 2,646	-\$ 2,725	-\$ 2,807
Cleaning	-\$ 3,463	-\$ 3,567	-\$ 3,674	-\$ 3,784	-\$ 3,898	-\$ 4,015	-\$ 4,135	-\$ 4,259	-\$ 4,387	-\$ 4,519
Depreciation	-\$ 42,309	-\$ 43,579	-\$ 44,886	-\$ 46,233	-\$ 47,620	-\$ 49,048	-\$ 50,520	-\$ 52,035	-\$ 53,596	-\$ 55,204
Electricity	-\$ 7,825	-\$ 8,059	-\$ 8,301	-\$ 8,550	-\$ 8,807	-\$ 9,071	-\$ 9,343	-\$ 9,623	-\$ 9,912	-\$ 10,209
Golf Expenses	-\$ 11,855	-\$ 12,211	-\$ 12,577	-\$ 12,954	-\$ 13,343	-\$ 13,743	-\$ 14,156	-\$ 14,580	-\$ 15,018	-\$ 15,468
Repairs and maintenance (existing infrastructure)	-\$ 20,090	-\$ 20,692	-\$ 21,313	-\$ 21,953	-\$ 22,611	-\$ 23,289	-\$ 23,988	-\$ 24,708	-\$ 25,449	-\$ 26,212
Repairs and maintenance (new infrastructure)	-\$ 672	-\$ 692	-\$ 713	-\$ 734	-\$ 756	-\$ 779	-\$ 802	-\$ 826	-\$ 851	-\$ 877
Insurance - Business	-\$ 12,071	-\$ 12,433	-\$ 12,806	-\$ 13,191	-\$ 13,586	-\$ 13,994	-\$ 14,414	-\$ 14,846	-\$ 15,291	-\$ 15,750
Other Operating Expenses	-\$ 5,702	-\$ 5,873	-\$ 6,050	-\$ 6,231	-\$ 6,418	-\$ 6,611	-\$ 6,809	-\$ 7,013	-\$ 7,224	-\$ 7,440
Salaries / Wages	-\$ 48,235	-\$ 49,682	-\$ 51,172	-\$ 52,708	-\$ 54,289	-\$ 55,917	-\$ 57,595	-\$ 59,323	-\$ 61,103	-\$ 62,936
Superannuation	-\$ 3,655	-\$ 3,765	-\$ 3,878	-\$ 3,994	-\$ 4,114	-\$ 4,237	-\$ 4,364	-\$ 4,495	-\$ 4,630	-\$ 4,769
Subscriptions & Affiliations	-\$ 1,025	-\$ 1,056	-\$ 1,088	-\$ 1,120	-\$ 1,154	-\$ 1,188	-\$ 1,224	-\$ 1,261	-\$ 1,299	-\$ 1,338
Resurfacing	\$ -	\$ -	\$ -	\$ -	-\$ 151,259	\$ -	\$ -	\$ -	\$ -	\$ -
Lighting replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-\$ 7,014
<b>Net Revenue</b>	<b>\$ 18,253</b>	<b>\$ 18,801</b>	<b>\$ 19,365</b>	<b>\$ 19,946</b>	<b>\$ 20,544</b>	<b>\$ 21,160</b>	<b>\$ 21,795</b>	<b>\$ 22,449</b>	<b>\$ 23,122</b>	<b>\$ 23,816</b>
<b>Asset Replacement Sinking Fund (Annual Contribution)</b>	<b>\$ 12,777</b>	<b>\$ 13,160</b>	<b>\$ 13,555</b>	<b>\$ 13,962</b>	<b>\$ 14,381</b>	<b>\$ 14,812</b>	<b>\$ 15,257</b>	<b>\$ 15,714</b>	<b>\$ 16,186</b>	<b>\$ 16,671</b>
<i>Cumulative Net Revenue (less sinking fund)</i>	\$ 52,186	\$ 67,827	\$ 83,636	\$ 99,620	\$ 115,783	\$ 132,131	\$ 148,669	\$ 165,404	\$ 182,341	\$ 199,486
<i>Cumulative Sinking Fund</i>	\$ 116,549	\$ 129,710	\$ 143,265	\$ 157,227	\$ 203,348	\$ 35,161	\$ 50,417	\$ 66,131	\$ 82,317	\$ 91,974

Table 16. Forward planning projections (Yr21 - 30)

	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052
<b>Income</b>	<b>\$ 353,850</b>	<b>\$ 364,466</b>	<b>\$ 375,400</b>	<b>\$ 386,662</b>	<b>\$ 398,261</b>	<b>\$ 410,209</b>	<b>\$ 422,516</b>	<b>\$ 435,191</b>	<b>\$ 448,247</b>	<b>\$ 461,694</b>
Bar Sales	\$ 213,934	\$ 220,352	\$ 226,962	\$ 233,771	\$ 240,784	\$ 248,008	\$ 255,448	\$ 263,112	\$ 271,005	\$ 279,135
Fees & Charges	\$ 28,773	\$ 29,636	\$ 30,525	\$ 31,441	\$ 32,384	\$ 33,356	\$ 34,357	\$ 35,387	\$ 36,449	\$ 37,542
Sponsorship, Donations & Fundraising	\$ 26,076	\$ 26,859	\$ 27,664	\$ 28,494	\$ 29,349	\$ 30,230	\$ 31,136	\$ 32,070	\$ 33,033	\$ 34,024
Contract Harvesting & Grain Sales	\$ 40,926	\$ 42,154	\$ 43,419	\$ 44,721	\$ 46,063	\$ 47,445	\$ 48,868	\$ 50,334	\$ 51,844	\$ 53,400
Membership Subscriptions	\$ 31,748	\$ 32,700	\$ 33,681	\$ 34,692	\$ 35,733	\$ 36,805	\$ 37,909	\$ 39,046	\$ 40,217	\$ 41,424
Rental	\$ 12,071	\$ 12,434	\$ 12,807	\$ 13,191	\$ 13,587	\$ 13,994	\$ 14,414	\$ 14,846	\$ 15,292	\$ 15,751
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 321	\$ 331	\$ 340	\$ 351	\$ 361	\$ 372	\$ 383	\$ 395	\$ 407	\$ 419
Cash Boost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve withdrawal (resurfacing / lighting replacement)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 245,083
<b>Cost of Sales</b>	<b>-\$ 108,232</b>	<b>-\$ 111,479</b>	<b>-\$ 114,824</b>	<b>-\$ 118,268</b>	<b>-\$ 121,816</b>	<b>-\$ 125,471</b>	<b>-\$ 129,235</b>	<b>-\$ 133,112</b>	<b>-\$ 137,105</b>	<b>-\$ 141,219</b>
<b>Gross Profit</b>	<b>\$ 245,618</b>	<b>\$ 252,987</b>	<b>\$ 260,576</b>	<b>\$ 268,393</b>	<b>\$ 276,445</b>	<b>\$ 284,738</b>	<b>\$ 293,280</b>	<b>\$ 302,079</b>	<b>\$ 311,141</b>	<b>\$ 320,475</b>
<b>Expenditure</b>	<b>-\$ 221,087</b>	<b>-\$ 227,720</b>	<b>-\$ 234,552</b>	<b>-\$ 241,588</b>	<b>-\$ 248,836</b>	<b>-\$ 256,301</b>	<b>-\$ 263,990</b>	<b>-\$ 271,909</b>	<b>-\$ 280,167</b>	<b>-\$ 288,469</b>
Administration	-\$ 5,895	-\$ 6,072	-\$ 6,254	-\$ 6,442	-\$ 6,635	-\$ 6,834	-\$ 7,039	-\$ 7,250	-\$ 7,467	-\$ 7,691
Accounting Fees	-\$ 1,437	-\$ 1,480	-\$ 1,525	-\$ 1,570	-\$ 1,617	-\$ 1,666	-\$ 1,716	-\$ 1,767	-\$ 1,820	-\$ 1,875
Audit Fees	-\$ 2,891	-\$ 2,978	-\$ 3,067	-\$ 3,160	-\$ 3,254	-\$ 3,352	-\$ 3,452	-\$ 3,556	-\$ 3,663	-\$ 3,773
Cleaning	-\$ 4,654	-\$ 4,794	-\$ 4,938	-\$ 5,086	-\$ 5,238	-\$ 5,396	-\$ 5,557	-\$ 5,724	-\$ 5,896	-\$ 6,073
Depreciation	-\$ 56,860	-\$ 58,566	-\$ 60,323	-\$ 62,133	-\$ 63,997	-\$ 65,917	-\$ 67,894	-\$ 69,931	-\$ 72,029	-\$ 74,190
Electricity	-\$ 10,516	-\$ 10,831	-\$ 11,156	-\$ 11,491	-\$ 11,835	-\$ 12,190	-\$ 12,556	-\$ 12,933	-\$ 13,321	-\$ 13,720
Golf Expenses	-\$ 15,932	-\$ 16,410	-\$ 16,903	-\$ 17,410	-\$ 17,932	-\$ 18,470	-\$ 19,024	-\$ 19,595	-\$ 20,183	-\$ 20,788
Repairs and maintenance (existing infrastructure)	-\$ 26,999	-\$ 27,809	-\$ 28,643	-\$ 29,502	-\$ 30,387	-\$ 31,299	-\$ 32,238	-\$ 33,205	-\$ 34,201	-\$ 35,227
Repairs and maintenance (new infrastructure)	-\$ 903	-\$ 930	-\$ 958	-\$ 987	-\$ 1,016	-\$ 1,047	-\$ 1,078	-\$ 1,111	-\$ 1,144	-\$ 1,178
Insurance - Business	-\$ 16,223	-\$ 16,709	-\$ 17,211	-\$ 17,727	-\$ 18,259	-\$ 18,807	-\$ 19,371	-\$ 19,952	-\$ 20,550	-\$ 21,167
Other Operating Expenses	-\$ 7,663	-\$ 7,893	-\$ 8,130	-\$ 8,374	-\$ 8,625	-\$ 8,884	-\$ 9,151	-\$ 9,425	-\$ 9,708	-\$ 9,999
Salaries / Wages	-\$ 64,824	-\$ 66,768	-\$ 68,771	-\$ 70,835	-\$ 72,960	-\$ 75,148	-\$ 77,403	-\$ 79,725	-\$ 82,117	-\$ 84,580
Superannuation	-\$ 4,912	-\$ 5,059	-\$ 5,211	-\$ 5,367	-\$ 5,528	-\$ 5,694	-\$ 5,865	-\$ 6,041	-\$ 6,222	-\$ 6,409
Subscriptions & Affiliations	-\$ 1,378	-\$ 1,419	-\$ 1,462	-\$ 1,505	-\$ 1,551	-\$ 1,597	-\$ 1,645	-\$ 1,694	-\$ 1,745	-\$ 1,798
Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-\$ 235,657
Lighting replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-\$ 9,426
<b>Net Revenue</b>	<b>\$ 24,530</b>	<b>\$ 25,266</b>	<b>\$ 26,024</b>	<b>\$ 26,805</b>	<b>\$ 27,609</b>	<b>\$ 28,438</b>	<b>\$ 29,291</b>	<b>\$ 30,169</b>	<b>\$ 31,074</b>	<b>\$ 32,007</b>
<b>Asset Replacement Sinking Fund (Annual Contribution)</b>	<b>\$ 17,171</b>	<b>\$ 17,686</b>	<b>\$ 18,217</b>	<b>\$ 18,764</b>	<b>\$ 19,327</b>	<b>\$ 19,906</b>	<b>\$ 20,503</b>	<b>\$ 21,119</b>	<b>\$ 21,752</b>	<b>\$ 22,405</b>
<i>Cumulative Net Revenue (less sinking fund)</i>	\$ 116,845	\$ 124,425	\$ 132,232	\$ 140,273	\$ 148,556	\$ 157,088	\$ 165,875	\$ 174,926	\$ 184,248	\$ 193,850
<i>Cumulative Sinking Fund</i>	\$ 109,146	\$ 126,832	\$ 145,049	\$ 163,813	\$ 183,139	\$ 203,045	\$ 223,549	\$ 244,668	\$ 266,420	\$ 43,742

As can be seen in the above, sinking fund withdrawals are made to supplement income in each year where replacement expenditure is required. This reduces the cumulative sinking fund by the associated value, as visually demonstrated below. The above demonstrates clear ability to offset future resurfacing/replacement costs associated with the project. If at 30 years a second resurface / third relighting is not deemed acceptable (supporting infrastructure will be aged and coming towards end of life), the reserve fund will provide a sizable contribution to future redevelopment.

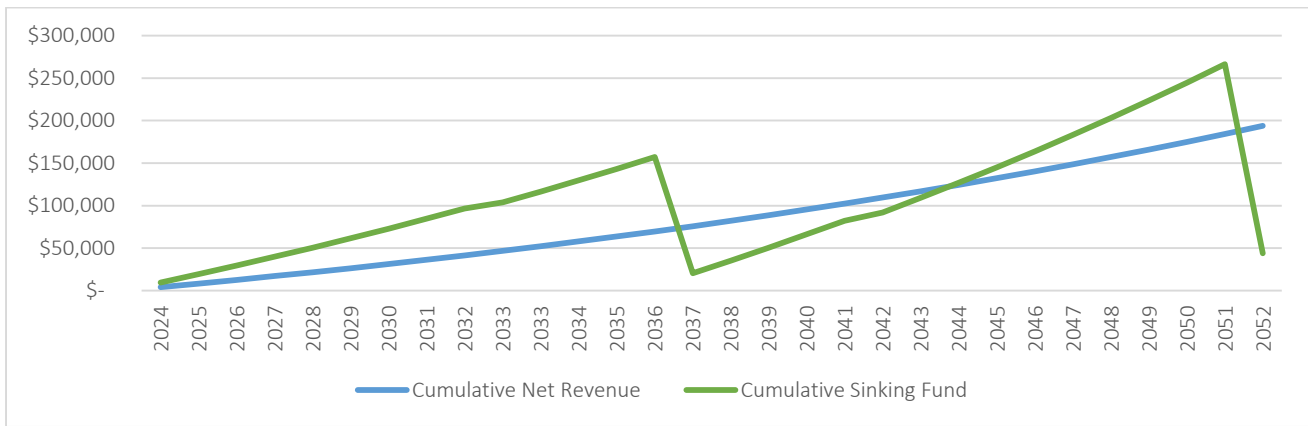


Figure 4. Graphical representation of expected cumulative net revenue and sinking fund (reserves)

## 6 Benefit Realisation Plan

In order to ensure the anticipated social and economic benefits have been realised (Section 3 and Section 5), and that the identified challenges and needs have been addressed as specified, Green Range Country Club has defined a Benefit Realisation Plan (BRP), which will be implemented with annual reporting over the five years following project close and culminating in a final report studying the outcomes over the entire BRP period. The below BRP consists of a number of key measures identified to collect and analyse suitable data associated with initial capital development. Depending on the type of benefit to be analysed, various measures will be employed. The following table provides a breakdown of core anticipated benefits and the measures to be used to evaluate them.

Table 17. Benefit Realisation Plan.

Measurable Benefit	Potential Means of Verification
Participation and engagement in sports	<ul style="list-style-type: none"> <li>● Targeted club and community consultations and surveys, e.g.:                             <ul style="list-style-type: none"> <li>○ Training, event, programme and activity attendance</li> <li>○ Motivations</li> <li>○ Perceptions of new green</li> <li>○ Perceptions and use of provided facilities</li> <li>○ Perceptions of specific events</li> </ul> </li> </ul>
Volunteering	
Visitation / tourism / events	<ul style="list-style-type: none"> <li>● Total visitor counts</li> <li>● Visitor survey, e.g.:                             <ul style="list-style-type: none"> <li>○ Reason for visit</li> <li>○ Attractions visited</li> <li>○ Highlights of trip</li> <li>○ Perceptions of clubroom enhancements and relevant experiences (events and programs)</li> </ul> </li> <li>● Local business consultation and survey, e.g.:                             <ul style="list-style-type: none"> <li>○ Perceptions of change</li> <li>○ Visitor spend and volumes</li> </ul> </li> <li>● Tourism WA data and statistics review</li> <li>● Local strategy/policy review</li> </ul>

Internal annual reports will be developed to collate the gathered information and inform Green Range Country Club and relevant stakeholders of the perceived outcomes of all development initiatives. A final benefit realisation report will also be prepared, which would evaluate changes in the data and provide clear perspectives on the tangible impact of the development over time.

## 7 Implementation Programme

### 7.1 Project Management Process



### 7.2 Time Management

Green Range Country Club aim to have the development completed and commissioned as soon as possible. The start date is assumed to be August subject to securing funding and executing the grant agreement. It is anticipated that the construction will take approximately 8 months, following the achievement of planning scheme consent and tender procedures. Pre-project activities have already begun in order to ensure project shovel readiness upon execution of grant agreements, with these activities to be completed before the identified project start date. Sufficient contingencies have been built into timing of construction activities, as per risk management planning.

Table 18. Proposed project schedule and key deliverables

Deliverable	Start Date	End Date
<b>Planning and development application:</b> <ul style="list-style-type: none"> <li>Authority approvals and endorsement process</li> <li>Consideration of early work packages</li> </ul>	December 2023	February 2024
<b>Project procurement tender:</b> <ul style="list-style-type: none"> <li>Quotation review</li> <li>Selection of contractors</li> <li>Negotiated contract offer</li> <li>Contract award</li> </ul>	February 2024	April 2024

<b>Construction:</b> <ul style="list-style-type: none"> <li>Contract administration</li> <li>Ongoing reporting</li> <li>Practical completion</li> </ul>	April 2024	December 2024
<b>Commissioning and handover:</b> <ul style="list-style-type: none"> <li>Certificate of Construction Compliance</li> <li>Commencement of Defects Liability Period</li> <li>Management and operational agreements</li> <li>Finalise funding acquittals</li> </ul>	December 2024	December 2024

Table 19. Key milestones

Milestone	Milestone Date
Building and planning approvals confirmed	February 2024
Contract documentation in place	April 2024
Construction contract awarded	April 2024
Practical completion of construction	December 2024
Building commissioning and handover	December 2024
Funding acquittals finalised	December 2024

Figure 5. GRCC Bowling Green Revitalisation Project Gantt Chart



### 7.3 Approvals Management

Approvals required for the development have been fully investigated, with key outcomes as follows:

- The land is held under freehold by the City of Albany, providing a peppercorn lease to Green Range Country Club. There are no issues to be escalated regarding land/building ownership.
- Standard building licence and planning approval will be required. There are no perceived issues, and the City of Albany are highly supportive of the project.
- The land is zoned appropriately for its purpose and use, with no change of use requirements.
- No Aboriginal Sites or Other Heritage Places are located on or adjacent to the site. No Aboriginal or heritage approvals are therefore required.
- There are no requirements for Department of Water and Environmental Regulation (DWER) or Environmental Protection Agency (EPA) approvals.

Key assumptions and constraints are as follows:

- Planning Consent will be sought prior to documentation to tender.
- Building Permit will follow from the City of Albany following construction tender award (this has been assessed as reasonable by the City of Albany Planning Department).
- Community groups and stakeholders will continue to support the development as indicated through the consultation process.

## 7.4 Communication Plan

### 7.4.1 Objectives

The Communications Plan will further the delivery of the project’s key objectives as set out below:

- Establish a channel for communicating the project and its benefits to the community.
- Collaborate with government agencies and other stakeholders in the development of the project.
- Coordinate the gathering of data and information on the sector to ensure relevant benchmarking and transparency in the project’s development.

### 7.4.2 Communications Principles

The guiding principles of project’s communications activity is:

- Respect for the role of Government and Regulators in the development of the project.
- Common sense and an understanding of the needs of the communities in the region.
- An efficient and positive communications channel for the range of stakeholders identified earlier.
- There will be one point of contact for all communications.

### 7.4.3 Communications Resources

The Green Range Country Club chair will oversee the communications activity while the Project Control Group (PCG) will provide practical guidance to deliver communications activity in accordance with this plan and sign off on communications activity. The point of contact for communications will measure the effectiveness of the communication plan by keeping a communication log and reviewing it regularly. The following materials will require sign off by the Green Range Country Club chair:

- Press Releases (Print/TV/Radio).
- Website material.
- Collateral (brochures, publications etc.).
- Co-ordination of interviews including key messages.
- Seeking further opportunities to maximise exposure.

During the pre-operational phase, any communications with government agencies will be conducted via the PCG.

### 7.4.4 Stakeholder Engagement

Project messages and communication channels will be tailored to the individual stakeholder (target audience) or stakeholder type. The following table provides a summary of measures for dissemination and communication of project outputs and outcomes.

Table 20. Communication plan

Target Audience	Key Messages	Communication Channel	Timeframe
Project sponsors	<ul style="list-style-type: none"> <li>• Project deliverables and milestones</li> <li>• Project outputs</li> <li>• Project outcomes</li> <li>• Issues / delays</li> <li>• Benefit Realisation Plan reports</li> </ul>	<ul style="list-style-type: none"> <li>• Mandatory project reporting as per agreement with sponsor</li> <li>• Direct communications (email, teleconference, video conference, meetings)</li> <li>• Site visits</li> </ul>	<ul style="list-style-type: none"> <li>• Upon execution of grant / finance agreements</li> <li>• As per agreed deliverables and milestones</li> </ul>
Project partners and direct stakeholders	<ul style="list-style-type: none"> <li>• Project deliverables and milestones</li> <li>• Project outputs</li> <li>• Project outcomes</li> <li>• Issues / delays</li> </ul>	<ul style="list-style-type: none"> <li>• Direct communications (email, teleconference, video conference, meetings)</li> <li>• Site visits</li> </ul>	<ul style="list-style-type: none"> <li>• Throughout life of project</li> <li>• Upon commissioning of the green</li> <li>• Throughout operational life of the green</li> </ul>



## REPORT ITEM CCS 558 REFERS

Current and prospective members	<ul style="list-style-type: none"> <li>• Benefits of bowling</li> <li>• Benefits of wider community user group activity</li> <li>• Opportunities for membership</li> </ul>	<ul style="list-style-type: none"> <li>• Website</li> <li>• Direct communications (existing and potential members)</li> </ul>	<ul style="list-style-type: none"> <li>• Throughout life of project</li> <li>• Upon commissioning of the green</li> <li>• Throughout operational life of the green</li> </ul>
Local Council	<ul style="list-style-type: none"> <li>• Approvals</li> <li>• Development progress (deliverables and milestones)</li> <li>• Issues / delays</li> <li>• Project outcomes</li> <li>• Ongoing project benefits</li> </ul>	<ul style="list-style-type: none"> <li>• Mandatory project reporting as per agreement with local council</li> <li>• Direct communications</li> <li>• Site visits</li> </ul>	<ul style="list-style-type: none"> <li>• As per approval requirements</li> <li>• Throughout life of project</li> <li>• Upon commissioning of the green</li> <li>• Throughout operational life of the green</li> </ul>
General public / wider community	<ul style="list-style-type: none"> <li>• Development concept summary</li> <li>• Community use opportunities</li> <li>• Benefits to local community</li> </ul>	<ul style="list-style-type: none"> <li>• Website</li> <li>• Social media</li> <li>• Television, print or radio news and advertising</li> </ul>	<ul style="list-style-type: none"> <li>• Throughout life of project</li> <li>• Upon commissioning of the green</li> <li>• Throughout operational life of the green</li> </ul>

### 7.4.5 Reporting

Project reporting will be used for communication of actions and issues arising during the reporting period, progress, the status of the project and future required actions. Project reports will:

- Create transparency and sensitivity for challenges among the people involved in the project.
- Disseminate the targeted and systematic initiation of project decisions.
- Identify and communicate potential opportunities and risks as early as possible.

The project coordinator will be Green Range Country Club who will provide specialist advice and support relevant to the execution of the project.

Table 21. Project reporting requirements

Responsible Party	Type	Frequency
Project Control Group	<p><b><u>Bi-Monthly Progress Report:</u></b></p> <ul style="list-style-type: none"> <li>• Health and Safety</li> <li>• Project Progress Overall Summary</li> <li>• Procurement Progress</li> <li>• Key issues of focus for next reporting period</li> <li>• Project Technical Update</li> <li>• Technical Lead Summary</li> <li>• Stakeholders</li> <li>• Key Programme Events and an update on the planned versus actual schedule</li> <li>• Top Ten Risks</li> <li>• Financial Summary including the comparison of actual costs versus planned costs</li> <li>• Variations - potential and actual</li> </ul>	Bi-Monthly
General Project Manager	<p><b><u>Monthly Report</u></b> - Work stream specific report for inclusion in monthly report. Report should include:</p> <ul style="list-style-type: none"> <li>• Current activities completed</li> <li>• Planned activities to be undertaken the following period</li> <li>• Any programme issues</li> <li>• Highlight Risks</li> </ul>	Monthly
	<p><b><u>Operational Report:</u></b></p> <ul style="list-style-type: none"> <li>• Programme outcomes in the month against target</li> <li>• Lifecycle maintenance items, actual against planned</li> <li>• Health and Safety</li> </ul>	Monthly

Throughout the project, Green Range Country Club will support:

- Monthly technical progress monitoring and reporting.
- Tracking the schedule and submission of Deliverable Reports to the funding body.

- Reviewing Deliverable Reports to ensure they have sufficient technical content and meet the contractual obligations of the Grant Agreement.
- Design and production of communications literature.

The activities undertaken will specifically exclude those required to be performed only by the co-ordinator according to the funding body.

## 7.5 Procurement Strategy

The procurement policy will attempt, where possible, to source construction materials and services from local providers with an aim to re-invest in the regional economy. The selected contractors will have the expertise to undertake design and project management. Procurement will be managed by the Project Manager of each contractor, who will:

- Ensure that procurements are adequately and timely planned.
- Ensure that for all building services, a quotation shall be provided through a competitive tender process.
- Manage procurement directly to the specification document requirements using traditional procurement lump sum contract.
- Maintain budgetary planning and monitoring.
- Where services, skills or products are classed as specialised and/or regulated, seek evidence of certification, legislative approval and qualification.
- Manage contract administration.
- Ensure that the construction contingency fund is managed effectively.

The project will follow a strict procurement policy that ensures that purchasing transactions are carried out ethically and with integrity, that all parties receive value for money, give due regard to environmental and social impacts, and promotes effective governance. This policy ensures consistency and accountability in all purchasing activities and ensures that all project staff are aware of the extent of their purchasing authority, purchasing limits and their role and responsibilities in the purchasing process.

## 8 Project Governance

The project will have a management team comprising a Project Manager and Project Control Group (PCG). Green Range Country Club will chair the PCG. The Project Manager (see below) will have the overall responsibility for ensuring that the project meets the objectives set, dealing with operational day to day project-related issues. The management of the project will be supported by the use of IT tools to facilitate project management, co-ordination and dissemination of information among the project's governance structure and key stakeholders. The overall project management structure and roles are illustrated in Figure 8.

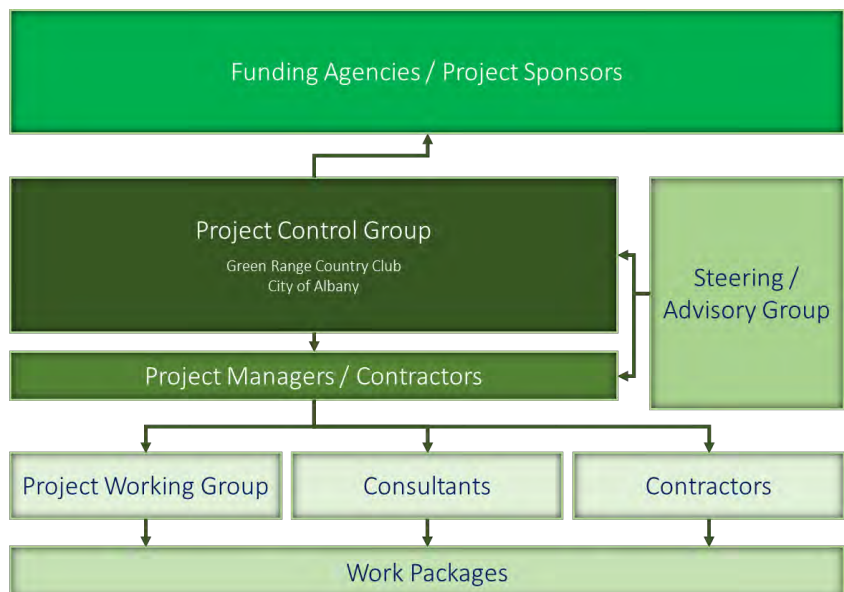


Figure 6. Governance structure for the Bowling Green Revitalisation project

8.1 Project Control Group

<b>Title</b>	<i>Green Range Country Club Bowling Revitalisation and Lighting Project Control Group (PCG)</i>
<b>Chair</b>	<i>Green Range Country Club</i>
<b>Purpose</b>	<p>The Project Control Group is tasked with:</p> <ul style="list-style-type: none"> <li>• Reviewing and finalisation of the project development plan.</li> <li>• Detailed planning and design of the project development plan.</li> <li>• Overseeing the implementation of the development plan.</li> <li>• Ensuring appropriate representation of all views is considered in the development phase.</li> <li>• Providing expertise and coordination of the resources to ensure parties receive the best outcome for investment.</li> <li>• Making recommendations as to the communication strategy required to inform the community of changes to the current situation.</li> </ul>
<b>Responsibilities</b>	<p>Member responsibilities include:</p> <ul style="list-style-type: none"> <li>• Recruit and appoint contractors for the duration of the project.</li> <li>• Establishing User Groups where appropriate.</li> <li>• Ensure approved briefs (program and costs) are implemented and all changes to briefs and budgets are reported back to the committee before further implementation.</li> <li>• Review and endorse project reports submitted by consultants/contractors.</li> <li>• Apply policy and planning objectives.</li> <li>• Seek additional funds as required.</li> </ul>
<b>Operating Principles</b>	<p>The following operating principles have been adopted and will be actively applied by the working group. The group will aim to:</p> <ul style="list-style-type: none"> <li>• Be pragmatic and flexible in both approach and process to ensure a timely and efficient project delivery.</li> <li>• Encourage cooperation, collaboration and sharing of information across all departments and organisations.</li> <li>• Identify opportunities to reduce duplication of effort and encourage project efficiencies with internal systems.</li> <li>• Deliver a framework which is equitable, transparent, accountable and contemporary.</li> <li>• Maintain confidentiality including information concerning the planning, processes, development or procedures of the project, confidential and secure.</li> </ul>
<b>Accountability and Decision Making Authority</b>	<p>The group consists of members across directorates. However, there is also the capacity to invite additional representation from other project stakeholders if and when required. Stakeholders will be invited to assist in issues relevant to their area of operation, interest and expertise.</p> <p>The members of the group are a working group for the Project. The Green Range Country Club chair is responsible and accountable for the recommendations.</p> <p>The members are responsible for communicating the project’s progress back to their relevant managers and teams including:</p> <ul style="list-style-type: none"> <li>• Seeking guidance on any issues from their respective teams so that the decision making at the project control group is informed and accurate;</li> <li>• Updating their teams and managers on decisions and progress so that future planning and development is informed; and</li> <li>• Any other communication as required to ensure directorates are informed and consulted on shared projects.</li> </ul> <p><i>The members of the project control group are involved in decision making for:</i></p> <ul style="list-style-type: none"> <li>• Agreeing and managing the vision, scope and methodology; and</li> <li>• Meeting agreed outcomes</li> </ul>
<b>Duration of the PCG</b>	<p>The PCG will commence under these terms of reference from the project start. The terms of reference will be reviewed at the conclusion of the first stage of the project to ensure their relevance in relation to the role and responsibilities of the committee in the next phases.</p>

The PCG consists of core and permanent members. However, there is also the capacity to invite additional representation and support from other stakeholders if and when required. Stakeholders will be invited to be involved to assist in issues relevant to their area of operation, interest and expertise.

<b>Quorum</b>	To ensure the best outcomes the meetings require the regular ongoing commitment of all core members. Meetings to only progress with all core members present.	
<b>PCG Reporting and Control</b>	<b>Reporting Frequency</b>	Meetings will be convened monthly. It is envisaged that regular meetings and meeting times will be required. Members to come prepared. Agenda items and meeting documents will be sent 24 hours in advanced. Questions regarding the documents and supplementary information to be clarified before the meeting. Minutes will include key issues, action decided upon, deadlines for their completion and who is responsible. To be distributed to all members for actioning and reporting within 24 hours of the meeting. This document will serve as the basic agenda.
	<b>Information Management</b>	All members of the PCG will be able to access the documents. Changes considered 'in scope' of Project Control Group responsibility will be scheduled on the agenda. To ensure ongoing improvement an evaluation will be conducted and the Terms of Reference for the PCG will be reviewed at the completion of the project.
	<b>Change Control</b>	
<b>Agenda Management</b>	<p>Agenda items will be called for 3 days before the meeting. Agendas and background papers will be emailed to the PCG members 24 hours before the meeting.</p> <p>Minutes/Actions will be available within 24 hours after a meeting.</p> <p>Agenda format:</p> <ol style="list-style-type: none"> <li>1. Attendance</li> <li>2. Apologies</li> <li>3. Previous Minutes</li> <li>4. Action List (Deadlines and Responsibilities)</li> <li>5. Monitoring of project – status report against plan – work completed</li> <li>6. Work to be completed</li> <li>7. Other Business</li> <li>8. PCG Forward Agenda Items</li> </ol> <p>Minutes of previous meetings that are accepted by the PCG should be signed as being a true record of the discussions and decisions of the PCG.</p> <p>Agenda preparation and minutes are the responsibility of the secretarial support</p>	

## 8.2 Project Manager

The Project Manager for each sub-project will be selected by the appointed contractor. All contractors have the capacity to project manage their own construction activities and will report regularly back to the PCG. Project Managers will be responsible for managing time, cost and quality outcomes on behalf of the PCG, managing the day-to-day aspects of the project, developing the Project Management Plan(s), resolving planning and implementation issues, and monitoring progress and budget. The prime roles of the Project Manager are to:

- Develop and maintain the Project Management Plan.
- Manage and monitor the project activity through detailed plans and schedules.
- Manage (client/provider/stakeholder) expectations through formal specification and agreement of goals, objectives, scope, outputs, resources required, budget, schedule, project structure, roles and responsibilities.
- Generate project risk assessment procedures and continually assess and mitigate any potential or identified risks to the project.
- Put in place issue reporting structures and implement change control processes and configuration management.
- Undertake the day-to-day management of the project, having responsibility for any on-going operational issues and the reporting to the PCG on the progress and achievements of the project.

## 8.3 Project Working Group

The Project Working Group is the team responsible for the day-to-day implementation of the project plan and the management of staff, contractors and consultants working on the project. Green Range Country Club will chair the Project Working Group.

## 8.4 Consultants

The Project Managers will be the lead consultants and will assist Green Range Country Club in sourcing suitable subconsultants as required for the delivery of the project. These consultants will be engaged by Green Range Country Club and report to the Project Manager as appropriate.

## 8.5 Contractors

Contractors will be engaged by Green Range Country Club. Contractors will be employed to provide a specified service in relation to the development of project outputs. All contractors will be engaged on the basis of a competitive tender process and preference will be given to engaging local contractors where this meets, time, cost and quality objectives, in turn helping to stimulate the local economy.

## 8.6 Reporting Requirements

Current reporting requirements are:

Table 22. Reporting requirements

Reported by	To whom	Reporting requirements	Frequency	Format
Project Managers	Project Control Group	Status Report	Monthly	Written and verbal
Project Managers	GRCC chair	Status Report	Monthly	Verbal
Project Control Group	Project Sponsor	Status Report	Quarterly	Written and verbal

## 9 Risk Management Plan

A risk management plan has been defined for the project, including the cost and time plans for which appropriate contingency management strategies need to be agreed to cover uncertainties. The Risk Management Plan for the project:

1. Identifies those risks which might impact the project;
2. Provides the basis for plans for containment of risks;
3. Ensures that each risk is analysed for probability and impact;
4. Ensures that there is an agreed mitigation plan for each risk;
5. Identifies appropriate contingencies for high risks;
6. Allocates ownership for the risks and its mitigation plan to an appropriate member of the project management team (e.g. Board (B), Finance Manager (FM));
7. Establishes and monitors a procedure for reviewing and evaluating risk on an on-going basis, adding new, removing obsolete and updating current risks; and
8. Reports the status of current risks. A periodic review by the CEO of the risks identified, and any necessary contingency plans will take place.

Table 23. Project Risk Management Plan

Risk/Threat	Consequences	Probability*	Impact*	Score P x I	Mitigating control actions	Owner
<b>FINANCIAL</b>						
The project exceeds budget	Inability to complete project without securing additional funding	2	4	8	<ul style="list-style-type: none"> <li>The proposed budget includes a reserve for the mitigation of such</li> </ul>	PM

## REPORT ITEM CCS 558 REFERS

Financial management of project	Budget exceeded jeopardising completion and/or funding	1	5	5	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> </ul>	PM / PCG
Interest rates adversely affect initial quotations	Cost increase	2	3	6	<ul style="list-style-type: none"> <li>The proposed budget includes a reserve for the mitigation of such</li> </ul>	PM
Unforeseen events affect sponsor's ability to fund project	Insufficient funding to complete project	2	4	8	<ul style="list-style-type: none"> <li>New funding sources to be secured</li> <li>Possible re-scope of development</li> </ul>	PCG
Scope Creep - Risk of budget increase due to design requirements	Increase in costs and timescale	2	2	4	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> </ul>	PM / PCG
Escalation of scope beyond design contingency allowance	Increase in costs and timescale	2	2	4	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> </ul>	PM / PCG
Escalation of construction variations beyond contingency allowance	Increase in costs and timescale	2	2	4	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> </ul>	PM / PCG
Cost Planning - Budget Approval - Delays with funding authority and approval	Increase in costs and timescale. Inability to complete project without securing additional funding	2	4	8	<ul style="list-style-type: none"> <li>New funding sources to be secured</li> <li>Possible re-scope of development</li> <li>PCG intervention</li> </ul>	PM / PCG
<b>EXTERNAL SUPPLIERS</b>						
External supplier ceases trading	Contractor unable to start/complete work due to financial/ other factor causes delay	1	4	4	<ul style="list-style-type: none"> <li>Carry out a financial analysis of external suppliers to ensure they are financially stable and viable going forward</li> </ul>	PM
Interim milestones and key components not delivered within specified timescales	Increase in costs and timescale. Delay to completion.	3	4	12	<ul style="list-style-type: none"> <li>A phased investment approach will be taken with agreed milestones integrated into contract with critical deliverables to incentivise development</li> <li>A micro-management approach will be taken for the technical development work packages</li> </ul>	PM
Contractor availability	Delay to completion	3	2	6	<ul style="list-style-type: none"> <li>Project managers to provide direction</li> </ul>	PM
Availability of contractors to provide competitive tender bids	Increase in costs and timescale	2	2	4	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> </ul>	PM / PCG
Contractors unable to adequately resource themselves and maintain project momentum on a regional site	Increase in costs and timescale Delay to completion	2	2	4	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> </ul>	PM / PCG
Underperforming consultants and contractors.	Increase in costs and timescale Delay to completion	2	2	4	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> </ul>	PM / PCG
<b>LEGAL</b>						
Delay in Planning Approvals impact on project budget	Increase in costs and timescale	3	4	12	<ul style="list-style-type: none"> <li>Early consideration of planning issues and approvals</li> <li>PCG intervention</li> </ul>	PCG
<b>DESIGN AND DEVELOPMENT</b>						
That the design is not suited to deliver intended services	Increased operational costs, further maintenance / redevelopment required	1	4	4	<ul style="list-style-type: none"> <li>Design consultation with company and third-party technical consultants undertaken</li> </ul>	PM
Design obsolescence	The green would not suit the projected needs, requiring further	1	5	5	<ul style="list-style-type: none"> <li>Careful design</li> <li>Contractor / project management expertise</li> </ul>	PM

## REPORT ITEM CCS 558 REFERS

	development, redevelopment or relocation					
Technical obsolescence	Additional costs incurred to provide remedial solution	1	4	4	<ul style="list-style-type: none"> <li>Project focuses solely on construction using standard and regulated technologies and qualified contractors</li> </ul>	PM
Design and selection of building components not appropriate to life cycle	Green not fit for purpose PCG do not sign off on project Project delay Increased costs	2	4	8	<ul style="list-style-type: none"> <li>Careful design</li> <li>Contractor / project management expertise</li> </ul>	PM
Perception of project in the community	Stakeholder disenchantment Threat to funding	2	4	8	<ul style="list-style-type: none"> <li>Communications plan</li> </ul>	PM
Design not compliant with OHS regulations	Stakeholder disenchantment Threat to funding Delays and additional costs	2	4	8	<ul style="list-style-type: none"> <li>Communications plan</li> <li>Formal consultations</li> <li>Site visits and inspections</li> </ul>	PM / PCG
<b>OVERALL PROJECT</b>						
Adverse weather conditions delay construction	Increased development costs/delays and potential for reduced service offerings	2	3	6	<ul style="list-style-type: none"> <li>The proposed budget includes a reserve for the mitigation of such</li> <li>Scheduling has been set during favourable seasons, reducing risk</li> </ul>	PM
Adverse weather conditions damage construction / infrastructure	Increased development costs/delays Remedial work necessary	2	3	6	<ul style="list-style-type: none"> <li>The proposed budget includes a reserve for the mitigation of such</li> </ul>	PM
Environmental damage as result of construction	Delay to completion and costs of clean-up incurred	1	4	4	<ul style="list-style-type: none"> <li>Private operator to carry suitable insurance</li> </ul>	PM
Access to site limited/restricted	Construction vehicles, contractors and materials have insufficient site access	2	2	4	<ul style="list-style-type: none"> <li>Project Manager provides evaluation prior to commencement and seeks necessary authorisation</li> </ul>	PM
Timeline management	Possible delays Exceed budget	1	5	5	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> </ul>	PCG
Events of force majeure adversely affect the ability to complete project	Delays, failure to complete project, funding withdrawn	1	5	5	<ul style="list-style-type: none"> <li>Private operators and project manager suitably insured</li> </ul>	PM
Industrial relations	Delays to project completion	2	4	8	<ul style="list-style-type: none"> <li>Project manager to monitor and manage communications</li> </ul>	PM
General economic downturn	Demand for contracted services effected	3	2	6	<ul style="list-style-type: none"> <li>Private operators to ensure satisfactory financial structure</li> </ul>	PM / PCG
Project Delivery - Construction management risks with multiple interfacing packages	Increase in costs and timescale	2	2	4	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> </ul>	PM / PCG
Project Communication - Misinformation, levels of authority, competing stakeholder interest, personal and public beliefs and vagaries associated with commercial contracting	Delays Stakeholder disenchantment Risk to funding	2	2	4	<ul style="list-style-type: none"> <li>Contractor responsibility</li> <li>Contractor to carry appropriate insurances</li> <li>Communications Plan</li> </ul>	PM / PCG

Table 24. Risk Management Descriptions

Probability		
Rank	Description	Level or Probability
0	Almost non-existent likelihood	<1%
1	Extremely unlikely to occur	1-10%
2	Unlikely but not impossible to occur	11-25%
3	Fairly likely to occur	26-50%
4	More likely to occur than not	51-75%
5	Almost certain to occur	>75%
Impact		
Rank	Description	Level or Increase
0	Almost non-existent impact.	1-2 days and/or <1% Financial
1	Minimal loss, delay, inconvenience or interruption. Can be easily remedied	2-10 days and/or 1-5% Financial
2	Minor loss, delay, inconvenience or interruption. Short to medium term effect	11-20 days and/or 6-15% Financial
3	Significant waste of time or resources. Impact on operational efficiency, output and quality. Medium term effect that may be expensive to recover	1-3 months and/or 16-30% Financial
4	Major impact on costs and objectives. Serious impact on output and/or quality and reputation. Medium to long- term effect and expensive to recover.	3-6 months and/or 31-50% Financial
5	Critical impact on the achievement of objectives and overall performance. Huge impact on costs and/or reputation. Very difficult and possibly long-term to recover.	Indefinite and/or >50% Financial

## 10 Asset Management and Operations Plan

The City of Albany own the land and lease it to Green Range Country Club. Green Range Country Club own and operate the facility and associated infrastructure itself. In order to develop more robust asset management procedures, the management and operations of the asset will be undertaken in line with the City of Albany’s Asset Management Policy, adapted slightly for Green Range Country Club as the facility owner and managing entity. Green Range Country Club will be responsible for the cost and logistics of ongoing maintenance, repairs, and lifecycle costs of the facility, which has been factored into the forward planning budget (see Section 5.2).

### 10.1 Asset Management Policy

#### 10.1.1 Objective

The objective of this policy is to ensure that Asset Management is embedded in the organisation and is recognised as a substantive corporate function. A recognised asset management culture will enable Green Range Country Club to deliver services through infrastructure assets in an equitable and sustainable way. This policy supports compliance with the State Government’s Integrated Planning and Reporting Framework, the principles in the International Infrastructure Management Manual and ISO 55000 series for Asset Management.

#### 10.1.2 Definitions

<b>Asset</b>	A physical item that is owned or controlled by Green Range Country Club and provides or contributes to the provision of service to the community (in this context excluding financial, intellectual, and non-tangible assets).
<b>Asset Management</b>	The processes applied to assets from their planning, acquisition, operation, maintenance, replacement and disposal, to ensure that the assets meet Green Range Country Club priorities for service delivery.
<b>Asset Management Plan</b>	A plan developed for the management of an infrastructure asset or asset category that combines multi-disciplinary management techniques (including technical and financial) over the lifecycle of the asset.
<b>Infrastructure Assets</b>	Fixed assets that support the delivery of services to the community. These include the broad asset classes of Roads, Drainage, Buildings, Parks, Paths and Bridges.
<b>Life Cycle</b>	The cycle of activities that an asset goes through while it retains an identity as a particular asset.



Whole of life costs(s)	The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance and rehabilitation and disposal costs.
Maintenance	Regular ongoing day-to-day work necessary to keep asset operating and in a safe and attractive condition.
Operations	The regular activities to provide health, safety and amenity and to enable the assets to function e.g. sweeping, grass mowing, tree trimming, cleaning, lighting and graffiti removal.
New	Creation of a new asset to meet additional service level requirements.
Resources	The combination of plant, labour and materials, whether they be external (contractors/consultants) or internal (staff/day labour).
Renewal	Restores, rehabilitates, replaces existing asset to its original capacity. This may include the fitment of new components necessary to meet new legislative requirements in order that the asset may achieve compliance and remain in use.
Risk	Probability and consequence of an event that could impact on the Green Range Country Club's ability to meet its Corporate objectives.
WAMMI	Western Australian Asset Management Improvement Program.

### 10.1.3 Policy Statement

Green Range Country Club are committed to implementing a coordinated and integrated approach to asset management by:

1. Defining asset management objectives.
2. Through the establishment of a platform for service delivery.
3. Providing a framework that enables the Asset Management Strategy and Plans to be produced.
4. Supporting a 'whole of life' and 'whole of organisation' approach to asset management.

All organisational directorates and assets teams shall commit to the following outcomes:

1. A Strategic Asset Management Framework that is consistent with ISO 55000 series: including this policy, strategy and plans.
2. Adherence to laws, legislation and regulations in the way assets are managed.
3. A structure for clarity of asset ownership, management and responsibility for key functions.
4. Support a multi-disciplinary asset team with the skills and resources to implement the Asset Management Framework and achieve the outcomes of this policy.
5. Ongoing reporting on asset management performance and improvements.
6. Asset management principles shall be included in staff inductions.
7. Green Range Country Club will endeavour to make informed decisions in relation to service delivery considering the following:
  - a) Whole of life cost of delivering services
  - b) Potential non-asset solutions for delivering services
  - c) Rationalising under-utilised assets through disposal or change of function
8. Develop, maintain and regularly review Asset Management Plans for the following asset classes:
  - a) Buildings
  - b) Transport (Roads, Kerbing, Carparks)
  - c) Pathways
  - d) Stormwater
9. Asset Management Plans will form part of Green Range Country Club day to day business practices and clearly link to asset class strategies, risk management of critical assets, maintenance plans and long-term financial plan.
10. Project Management and associated funding applications shall be based on the evaluation of alternatives with consideration of lifecycle costs, risks and benefits.
11. Additional maintenance and operating costs from new or upgrade projects shall be extrapolated into annual operational budgets to ensure consistent service levels.
12. Strong liaison between Development Services and Assets to ensure sustainable outcomes with new developments.

## 10.2 Insurance

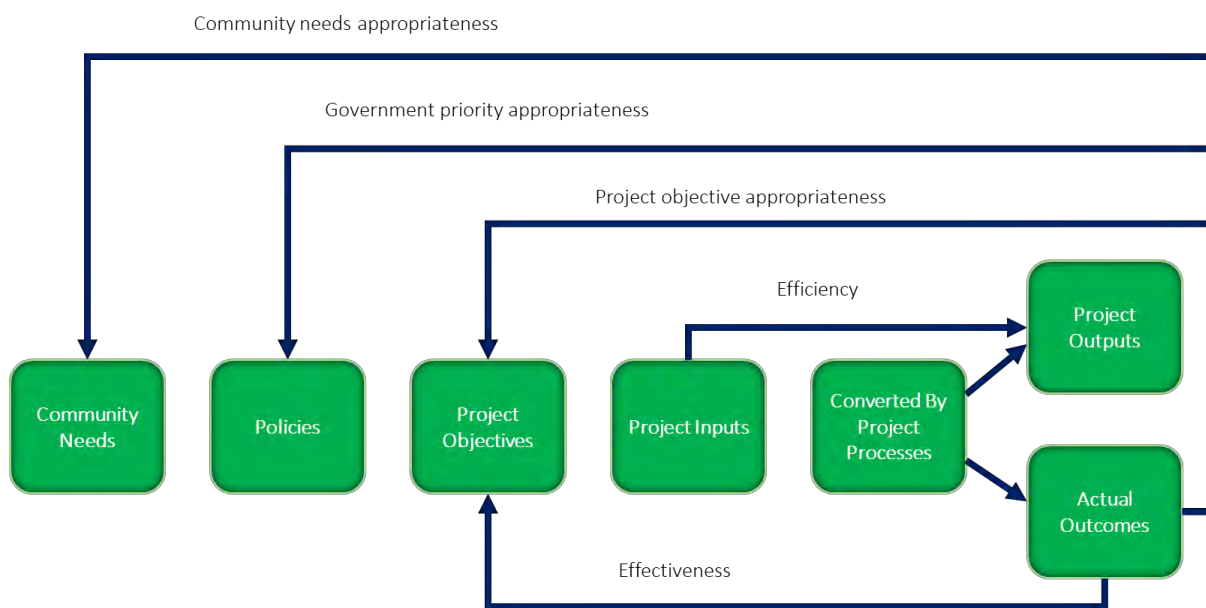
As the facility and infrastructure owner, Green Range Country Club will insure all infrastructure and improvements against all usual risks including, without limiting the generality of the foregoing, loss or damage by fire, fusion, explosion, smoke, lightning, flood, storm, tempest, rain, water, water damage, leakage, earthquake, riot, civil commotion, malicious damage, impact by vehicles, aircraft, and articles dropped there from and any other risks required by Green Range Country Club provided that the cover is not less than the full insurable value on a replacement and/or reinstatement basis.

## 10.3 Financial Viability and Sustainability

Detailed financial modelling has been undertaken to assess the viability and ongoing sustainability of the Green Range Country Club and facilities which they will operate. Outcomes of this analysis are provided in Section 5.2 of this business case.

## 11 Project Evaluation Plan

The project evaluation methodology that will be adopted for the mid- and post-project reviews will draw from a working definition of evaluation as: “An objective and considered assessment of the efficiency, effectiveness, and/or appropriateness of the project.” The diagram below illustrates these three evaluation criteria. There are key linkages between needs, policies, objectives, inputs, processes, outputs and outcomes:



The three evaluation criteria – efficiency, effectiveness and appropriateness (Adapted from Sharp, 1994)

The evaluation will therefore represent a practical management tool for understanding and improving the performance of the project, demonstrating its impact and providing lessons for future projects. An evaluation of *efficiency* answers the questions:

- How efficient are the inputs are converted to outputs?
- How did the project costs and benefits compare?

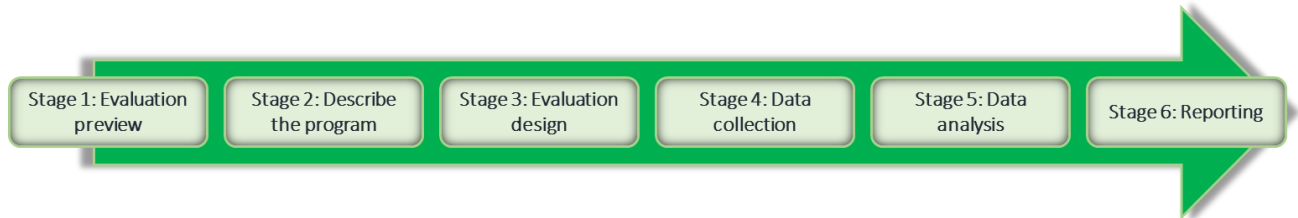
An evaluation of *effectiveness* answers the following questions:

- Did the outcomes of the project meet the project objectives?
- Did the project actually achieve stakeholder satisfaction?

An evaluation of *appropriateness* answers the following questions:

- How appropriate were the project objectives?
- Did the project objectives accurately address a stakeholder need?
- Were higher level community and government priorities addressed by the project?

The methodology will follow the following key steps:



**Stage 1: Evaluation Preview – Engagement with stakeholders** - A meeting will be held with the key stakeholder groups to seek their opinions and participation in the evaluation process, in particular answering the key questions:

- why the evaluation is being undertaken,
- who requires the evaluation information,
- when the findings are required,
- the scope of the project to be evaluated,
- who will use the information to make decisions,
- who may need to implement the recommendations,
- what format is most appropriate for presenting evaluation findings.

**Defining stakeholder needs (example table for stakeholder needs definition as follows)**

Stakeholders	Who will use the findings?	How will they use the findings?	When and how will they want the findings?	Who will be affected by the findings and how?	Who will implement recommendations?
Comments					

**Stage 2: Describe the Programme** - Stage 2 will consider the details of the project plan being evaluated – aims and objectives, components, resources, and process and outcome indicators. A Programme Logic Table will be developed as the framework for the programme evaluation:

**Programme logic table**

Results hierarchy	Outcome or planned results	Success factors	Performance measures	Basis for comparison	Internal risks	External risks	Assumptions and/or comments
High-level outcomes							
Intermediate outcomes							
Outputs							
Inputs							

**Stage 3: Evaluation Design** - Having specified the objectives (i.e., what the project aimed to *achieve*) and strategies (i.e., what the project aimed to *do* to achieve its goals and objectives), the detailed evaluation design will be undertaken. This will most likely involve two components:

- Impact/outcome evaluation – assess the extent to which the project has achieved its goals and objectives, and
- Process evaluation - assess to what extent and how well the planned activities have been implemented.

The evaluation design will include *quantitative elements* (for example, pre/post design with or without a comparison group, trend analysis) and *qualitative elements* (for example, case study, participatory action research and evaluation). For each type, the data collection instruments will be developed.

### Stage 4: Data Collection

**Stage 5: Data Analysis** - The data collected will be analysed by calculating descriptive statistics for quantitative data and identifying and describing key themes in the qualitative data. Following data analysis, these will then be interpreted by comparing the findings with other evaluation findings; comparing them with standards and similar programmes; making judgements and recommendations; and using the lessons learned for the ongoing development of the knowledge and evidence base.

**Stage 6: Reporting** - A report on the evaluation will be prepared and presented to the Project Control Group and relevant stakeholder group(s).

---

---

## 12 Project Closure

Once The Green Range Country Club Bowling Revitalisation and Lighting Project development has been commissioned and opened, the project will be formally closed. This will follow an orderly Project Closure Process:

- Acceptance of the project deliverables by the Project Sponsors. This will include a formal acceptance that the new development has successfully been completed and is fit for purpose and substantially meets the objectives set.
  - Risk Management. The risk management plan will be reviewed by the PCG and actions implemented in order to close out any outstanding risks.
  - Financial Management. An audit will be undertaken of project expenditure and this will be presented to the PCG and signed off by the PCG.
  - Asset Management. Green Range Country Club will assume responsibility for the future operation, management and basic maintenance of the green.
  - Post Project Responsibilities. Green Range Country Club will assume responsibility for the future operation, management and basic maintenance of the green.
  - Post-project Review. A post-project review will be undertaken in line with the evaluation process that has been described. This will be presented to the PCG.
  - Formal closure by Project Sponsor and disbanding the PCG. On completion of the previous steps, the PCG will be formally disbanded and the project closed.
-

## Appendix A: Detailed Regional Context

Unless otherwise specified, all data are sourced from REMPLAN (2018)<sup>14</sup>. REMPLAN datasets have been adopted by Department of Primary Industries and Regional Development (DPIRD) to provide uniform statistics across the state. The data have been used in this report to provide a consistent regional and strategic context, where possible.

### Geographic Context

#### Location and Landscape

The Great Southern (Figure 9) covers an area of 39,000 km<sup>2</sup> on the southern coast of WA. The region’s capital is Albany with other principal towns being Mount Barker, Denmark, Kojonup and Katanning. Approximately 81% of the region’s population live in the south west of the region, along the coast. The region straddles the boundary of ‘outer regional’ and ‘remote’ in the Accessibility Remoteness Index Australia.

The main population centre is the City of Albany, with a population of 38,053 people (2019 ABS), constituting 62.4% of the region’s population. It is the major administration centre within the region. Albany is also the infrastructure hub for the region’s agriculture and mining industries. The region’s grain and woodchip exports pass through the Port of Albany and cruise ships regularly visit Albany via the port. Albany is located 419 kilometres Southeast of Perth, which is a driving time of almost 5 hours (or around a one hour flight, with passenger services to Perth). Albany’s setting increases its importance as a regional centre since residents across the region rely heavily on the town for goods and services.

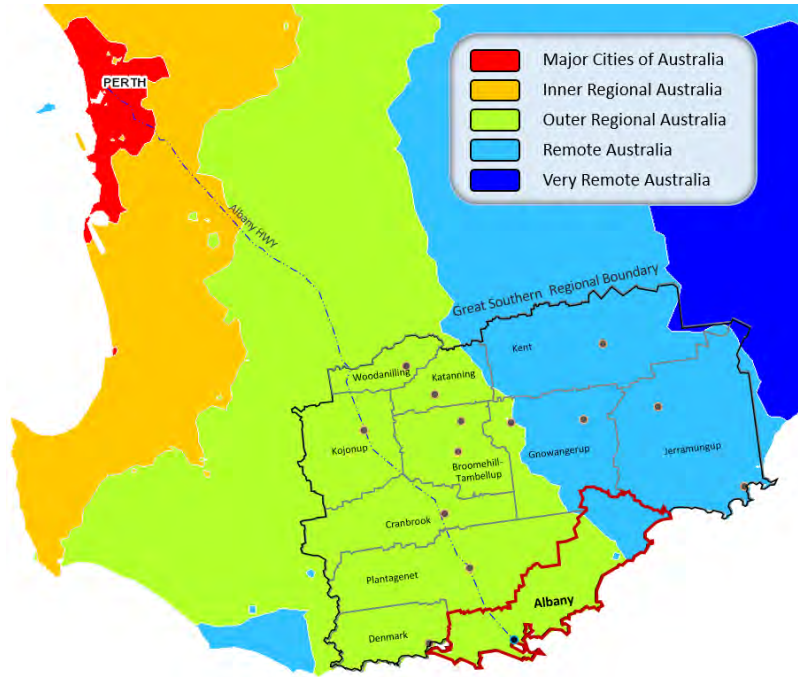


Figure 7. Accessibility Remoteness Index Australia

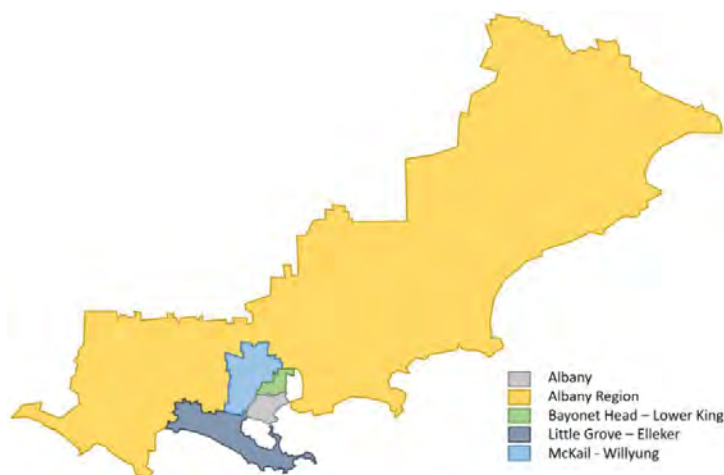


Figure 8. ABS Statistical Area 2 division - Albany

The City of Albany local government area was formed on 1 July 1998 by the amalgamation of the former Town of Albany and Shire of Albany. The municipality stretches more than 150km along the south coast of Western Australia. Smaller communities in the municipality include satellite suburbs such as Bayonet Head, Lower King, Little Grove and Goode Beach, along with rural villages such as Wellstead, Manypeaks, Youngs Siding, Redmond and Elleker. For statistical purposes, Albany can be broken down into its level 2 statistical areas (SA2), according to Australian Bureau of Statistics (ABS) designations. (Figure 10).

The Noongar people are acknowledged as the traditional custodians of the lands of the Great Southern. The region supported a significant population of Aboriginal people for tens of thousands of years before Europeans started exploring the Southern Hemisphere. Excavations beside the Kalgan River show continued habitation by Aboriginal people from about 20,000 years ago. The Great Southern largely covers the tribal boundaries of the Menang, Kaneang and Goreng Noongar peoples, but also includes parts of Wudjari and Wilman land. Albany itself is home to the Menang people. Significant sites include the 19,000 year-old camp and artefact site at the Kalgan Hall, stone-fish traps in Albany’s Oyster Harbour and a site at the Stirling Ranges, all of which are rich in cultural heritage.

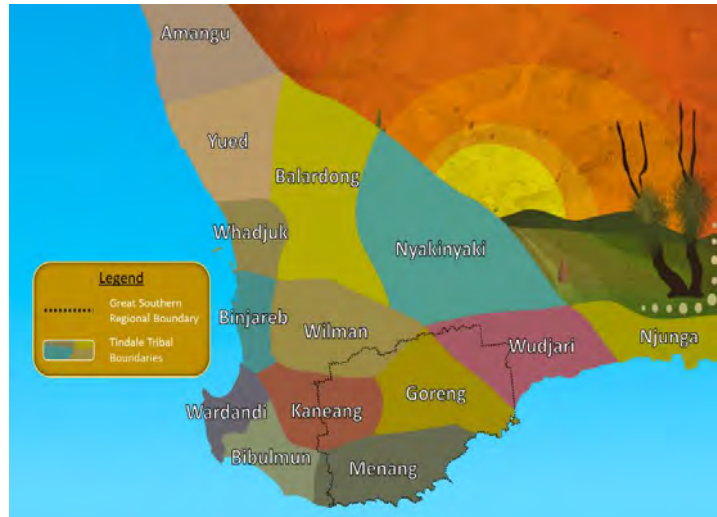


Figure 9. Map adapted from Tindale Tribal Boundaries - image credit to perthfactponderings.blogspot.com

Transport Links

Road

The region has a number of strategic freight, tourist and inter-town routes that include Albany Highway (the main route to and from Perth), South Coast Highway (Hassell Highway) and Chester Pass Road. Other main roads are mainly used as haulage routes for the agro-forestry, agriculture and mining (Figure 12).

The quality and efficiency of the road network directly impinges on the competitiveness of the region’s primary producers in global markets and upgrades are widely regarded as essential for the economy (e.g. the Albany Ring Road project, additional passing lanes, upgrade of ratings to cater for larger vehicles etc.). Cross-regional benefits could also result from improved east-west connections between the Great Southern and neighbouring regions. Public road transportation to and from Perth and throughout the southwest is provided by TransWA coach lines, but services within and between towns in the Great Southern are limited.



Figure 10. Major roads, South West WA

Air

The main airport in the region is Albany Regional Airport and the only one with scheduled passenger services, currently carrying over 60,000 passengers per year to and from Perth. However, the high cost of passenger flights is widely considered to be a barrier to significant expansion in, for example, the tourism and events sectors. Rio Tinto operates a fly-in fly-out (FIFO) service from Albany, with around 200 FIFO workers based in Albany. Other airstrips are located in Denmark, Gnowangerup, Jerramungup, Kojonup and Katanning, with a number of recent or proposed improvements required for emergency and private use.

Rail

The region is well-served by rail transportation of bulk commodities, predominantly grain (from a network of CBH receival bins) and woodchips. With additional investment, there is the potential to expand the rail service; for example, an extension to connect industry at the Mirrambeena Industrial Estate to the Port of Albany, the

establishment of an intermodal terminal, or diversification into the transporting general freight. There are no passenger rail services.

Sea

The Port of Albany provides a strong connection to global markets for primary produce and plays a secondary tourist visitation role, through hosting cruise ships. Exports through the port include woodchips, wheat, canola, barley and silica sand and imports include fertiliser and petroleum products. Throughput exceeded 5 million tonnes in the 2018 financial year, with an average annual growth (AAGR) of 4.9% since 2011. A range of potential developments have been identified for increasing port capacity (e.g. in road/rail mix or potential containerisation) and/or servicing emerging resource development opportunities (e.g. Grange Resources’ Southdown magnetite mine). With the exception of cruise ships, there are no passenger services. Albany hosted a record 16 cruise ships visits during the 2018 financial year, up from 12 visits the previous year. The increase in cruise shipping resulted in a total of 17,000 passengers arriving in Albany.

Geographical Challenges and Opportunities

Albany and the Great Southern region face a number of challenges associated with the distance from the metropolitan area and relatively poor transport links. Despite hosting a great number of unique tourism assets, visitation to the Great Southern is far lower than for the South West region, which includes popular destinations such as Busselton and Margaret River. However, these challenges also present significant opportunities for targeted and well thought-out developments.

Table 25. Geographical needs and opportunities

Need	Opportunities
1. Attraction and retention of residents, businesses and visitors.	1. Enhanced community assets and infrastructure will serve to attract and retain residents.
2. Improved and diversified tourism packages, infrastructure development and promotion to overcome the barrier of distance from the metropolitan area.	2. Strong and informed tourism and economic development initiatives can stimulate key growth sectors, such as construction, retail trade, arts and recreation, rental, hiring and real estate services.
3. Enhanced opportunities for domestic and international transport networks.	3. Enhanced transport, business and trade infrastructure can encourage private investment into regional industry.
4. Investment in inter-regional transport routes.	4. Enhanced assets and infrastructure, with subsequent growth in population and visitation, will increase opportunities for private and/or public investment in transport infrastructure / networks.
5. Expanded port capacity to support mineral and, potentially, container exports.	5. Promote and capitalise on increased desires for people to relocate to less densely populated areas as a result of COVID-19.
6. Offsetting impacts from the COVID-19 pandemic, including recovery and stabilisation of tourism related sectors (e.g. accommodation & food services, retail trade and other relevant industries).	6. Capitalise on and fast-track road and other transport infrastructure projects stimulated by enhance state and federal government spend in response to COVID-19.

Demographic Context

Overall Population

Latest Australian Bureau of Statistics data (2021 Census) records the population of the Great Southern region as 61,880. The region’s population has a compound annual growth rate (CAGR) of 1.12% over the last decade.

The eleven LGAs in the region are identified in Table 26. 62.6% of the population reside in the City of Albany, with other notable areas including the Shires of Denmark

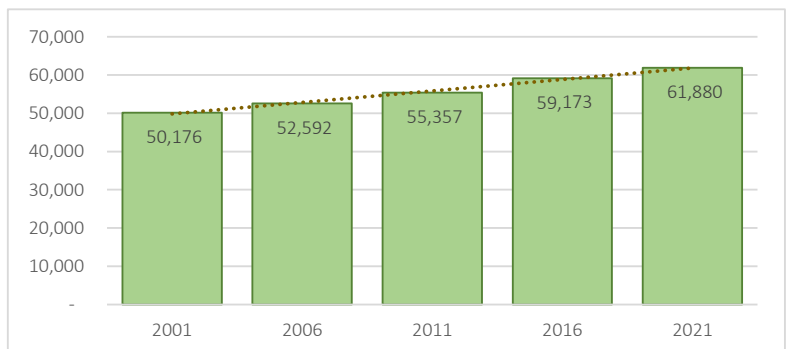
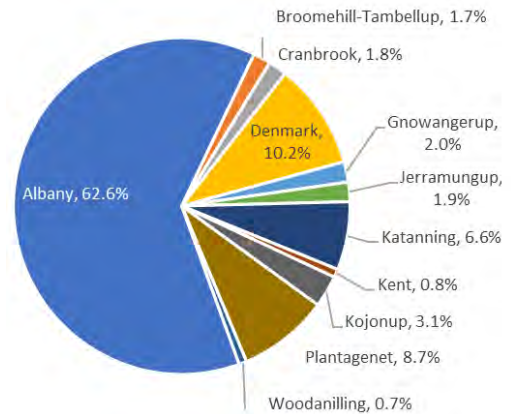


Figure 11. Great Southern population growth (ABS 2021)

(10.2%), Plantagenet (8.6%), and Katanning (6.6%).

Table 26. Great Southern Population distribution (ABS 2021)

LGA	2021 Population	AAGR 2011-21
Albany	38,763	1.42%
Broomehill-Tambellup	1,046	-0.85%
Cranbrook	1,100	0.19%
Denmark	6,310	1.97%
Gnowangerup	1,215	-0.45%
Jerramungup	1,160	0.95%
Katanning	4,057	-0.21%
Kent	491	-0.42%
Kojonup	1,901	-0.42%
Plantagenet	5,388	0.99%
Woodanilling	448	0.67%



### 12.1.1 Population Growth

Denmark (1.97%) and Albany (1.42%) are the only LGAs which have registered growth in excess of the Great Southern average, which itself is reduced overall by some shires experiencing negative growth. Population declines in upper Great Southern LGAs (Pallinup sub-region) are likely to be associated with state-wide and national trends for agricultural regions, where large population bases are increasingly unnecessary for productive agriculture practices, together with farm consolidation and the application of technology to improve productivity. In contrast, Albany, Denmark and other LGA growth is likely reflective of both population transfer (e.g. from LGAs experiencing decline) and in-migration by lifestyle retirees (e.g. “sea-”, “tree-changers” and “climate refugees”).

This overall growth is expected to continue or accelerate, particularly as the population of WA is predicted to almost double by 2066, projected to 4.9 million<sup>15</sup>. This growth is likely to be dominant in the existing urbanised areas of WA, although regional communities will need to assume a portion of the growth.

It is projected that there will be continued growth in regional centres, such as Albany, and the towns in close proximity to them (e.g. Denmark and Mount Barker). Balancing the management of growth in coastal towns with improving the sustainability of northern and eastern rural communities represents a major challenge for the region. Current projections are for the region’s population to reach 68,980 by 2031 – (WAPC 2016 – Band D as most closely reflecting growth over the last decade)<sup>16</sup>. This represents a future CAGR of 0.89%. To date, these forecasts are aligning reasonably well with current REMPLAN and ABS population counts (albeit slightly lower than current performance – 1.09%).

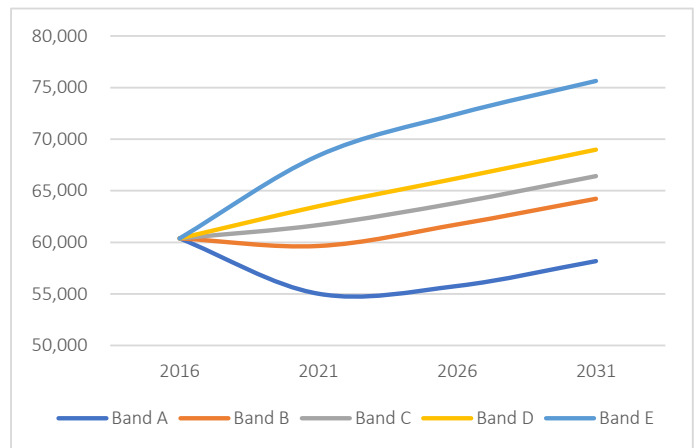


Figure 12. Great Southern population forecast

### 12.1.2 Age Profile

When looking at regional Australia, it is notable that:

- Measures of social capital suggest regional communities have stronger relationships and networks than capital cities.<sup>17</sup>
- Regional Australia is ageing faster than the national average. A higher proportion of adults aged over 45 live in regional areas; the need to access education, employment and other facilities may account for the larger



proportion of younger and middle-aged adults in capital cities. In Greater Perth, 24.8% were 55 or over in 2016. In regional areas Australia-wide, this was 27.6% (and even higher in Albany at 34.6%).

The higher old age dependency ratio in regional areas indicates that a great number of seniors migrate from cities to regional areas.<sup>18</sup> This trend is no different in the Great Southern, which has a much higher proportion of older residents and a significant shortfall of young adults when compared with Greater Perth and WA as a whole (Figure 7). The number of residents over 55 also rose significantly between 2001 and 2016, and at a far greater rate than any other age bracket.

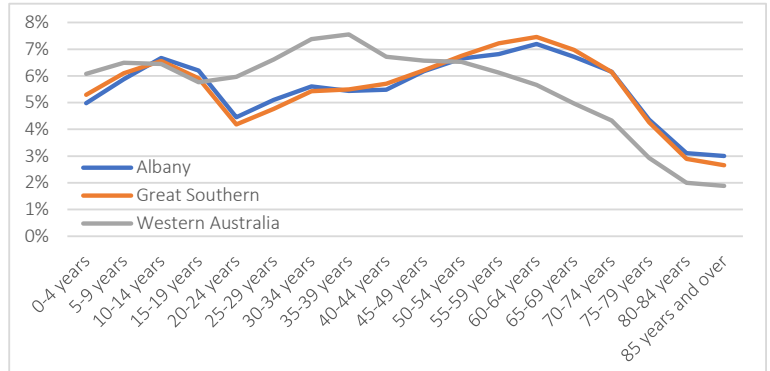


Figure 13. Age distribution in the Great Southern

The WAPC expect this trend to continue throughout the region toward 2031 (Figure 15). Current and projected growth is consistent with other coastal areas in Australia that have experienced strong in-migration by retirees and lifestyle/‘sea-changers’ over recent years. For upper Great Southern LGAs, the effect is accentuated by continued population decline and outmigration of youth, coupled with current resident choices to age in place.

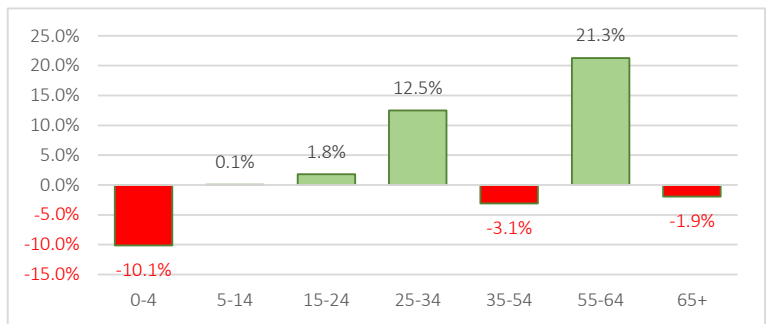


Figure 14. Population growth by age bracket, 2011-2021 (Great Southern)

This age profile will lead to increased demand in the aged care, housing, retail, recreation and lifestyle industries. It will also require a skilled service sector workforce, drawn from existing unemployed or under-employed residents and from attracting additional workers to move into the region.

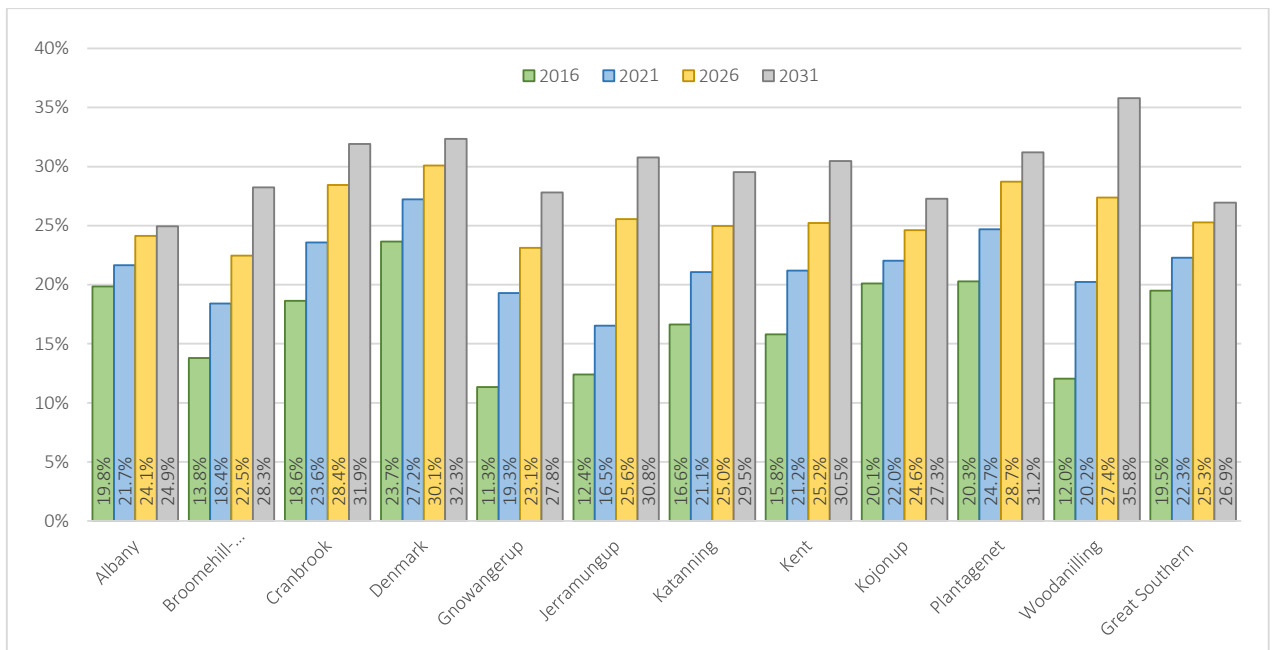


Figure 15. Estimated % of population aged over 65 – DPLH WA Tomorrow 2016

12.1.3 Ethnicity

As recorded in the 2021 census (ABS), over a quarter of the Great Southern’s population (26.3%) were born overseas, with a general upward trends since 2001 (Figure 10). Immigration for employment in specific industries (e.g. abattoirs) or through humanitarian visa programs (particularly in Katanning) also contribute to multiculturalism. It is well recognised that immigration makes a net positive contribution to economic growth and provides a work force for several industries (e.g. the region’s abattoirs and healthcare and social support). Nevertheless, the increasing trends towards multiculturalism require the consideration of all members of the community when planning for the future.

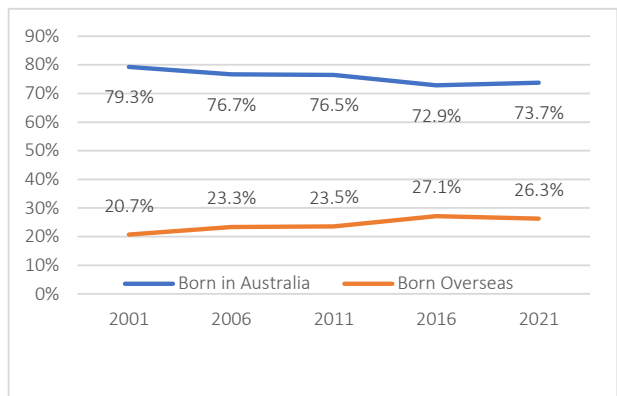


Figure 16. Proportion of persons born overseas

Those identifying as Indigenous or Torres Strait Islander in 2021 have increased to 4.0% in the Great Southern, up from 3.8% in 2011 (Figure 11). While the region’s Aboriginal workforce is employed across the full range of professions, trades and other occupations, they suffer a significantly higher overall level of disadvantage in terms of socioeconomic status and resources. Initiatives that will grow economic and employment opportunities for Aboriginal residents are therefore fundamental to the long-term prosperity of the region. The South West Native Title Settlement (SWNTS) can make a significant contribution to closing the gap and there is a need to ensure the best possible regional implementation and facilitate Indigenous-defined and led initiatives.

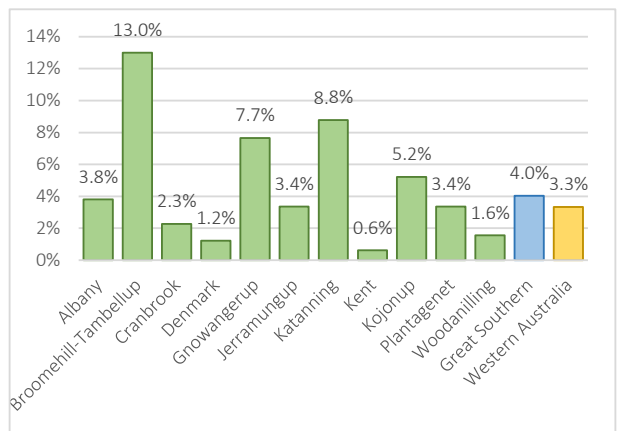


Figure 17. Indigenous proportion of population

12.1.4 Income and Cost of Living

As recorded by ABS in the 2021 census, the median weekly personal income in the region increased to \$709, from \$423 in 2006. Family and household incomes have also increased, to \$1,723 and \$1,323, respectively. The highest performing LGA in the region was Kent at \$1,103 a week personal income, and the lowest was Plantagenet at \$626. The Great Southern weekly personal income has risen by approximately 3.3% per annum since 2011 (10-year CAGR). Growth in income for the region is similar to that of the national average (3.4%) and higher than the state average (2.5%).

Table 27. Regional incomes (2021)

	Personal	Family	Household
Albany	\$710	\$1,757	\$1,350
Broomehill-Tambellup	\$793	\$1,836	\$1,366
Cranbrook	\$762	\$1,762	\$1,287
Denmark	\$630	\$1,491	\$1,134
Gnowangerup	\$911	\$2,034	\$1,482
Jerramungup	\$870	\$1,798	\$1,421
Katanning	\$712	\$1,646	\$1,343
Kent	\$1,103	\$2,187	\$1,784
Kojonup	\$882	\$2,004	\$1,446
Plantagenet	\$626	\$1,491	\$1,181
Woodanilling	\$741	\$1,663	\$1,385
<b>Great Southern</b>	<b>\$709</b>	<b>\$1,723</b>	<b>\$1,323</b>
<b>Western Australia</b>	<b>\$848</b>	<b>\$2,214</b>	<b>\$1,815</b>
<b>Australia</b>	<b>\$805</b>	<b>\$2,120</b>	<b>\$1,746</b>

Despite lower incomes, the cost of living for working families is comparable and slightly higher than Perth. The 2021 Regional Price Index<sup>19</sup> is the tenth State Government Index contrasting the cost of a common basket of goods and services at several regional locations to the Perth metropolitan region. The Great Southern scores 100.8 overall, with lower costs than Perth for housing but higher costs for all other categories. The region fares better overall than the Kimberley, Pilbara and Gascoyne regions. Only Peel and the South West have a lower overall cost of living than Perth. Comparable incomes and lower cost of living contribute to disadvantage in the region, especially when compared to regions like the South West.

Table 28. DPIRD regional price indices - cost of living (2021)

	Kimberley	Pilbara	Gascoyne	Mid West	Goldfields-Esperance	Wheatbelt	Peel	South West	Great Southern
<b>Overall</b>	<b>110.8</b>	<b>114.9</b>	<b>102.3</b>	<b>100.7</b>	<b>103.7</b>	<b>100.5</b>	<b>98.2</b>	<b>99.7</b>	<b>100.8</b>
Food	109.2	105.1	100.8	103.8	104.3	102.6	99.9	99.5	100.8
Cigarettes, tobacco, alcohol	103.7	108.8	106.6	108.2	109	107.5	98.9	104.5	102.8
Clothing	100	100	100	96.8	100.6	100.4	99.7	102.6	103.1
Housing	118.1	134.6	104.8	95.7	98.5	95.7	96	100	98.3
Household equipment and operation	106.1	105.4	100.5	101.3	105.4	102	96.1	99.5	100.4
Health and personal care	107.2	112.2	104	107.1	113.9	102.6	97.3	110.1	110.7
Transport	107.7	111.6	103.7	98	104.1	102.2	102.5	95.1	100.8
Recreation	109.7	103.8	102.4	105.3	111.6	102.4	98.8	98.7	103.2

### 12.1.5 Employment

The majority of people in the Great Southern are employed in the health care & social assistance, retail trade, education & training, construction, and accommodation & food services industries. Regional employment has been stable, experiencing 11.7% growth across all industries (an increase of 1,633 jobs) between 2011 and 2016. Declines were experienced in mining (-19 jobs), information media & telecommunications (-13), wholesale trade (-14), and transport, postal & warehousing (-6 jobs), with all other industries experiencing growth. 2021 census data has not yet been released.

The currently reported Great Southern unemployment rate of 2.7% is lower than 3.4% for WA as a whole and 3.7% across Australia (December Quarter 2022)<sup>20</sup>. The region’s unemployment rate is the amongst the lowest rate it has been since June of 2015, recovering from a significantly high rate of 6.9% in the March quarter of 2017. Highest unemployment rates are recorded in Woodanilling (4.4%) and Katanning (4.2%), and lowest in Gnowangerup (1.6%), Jerramungup (1.6%) and Kent (1.7%). Despite its current performance, the Great Southern region have experienced notable volatility compared to the state and national averages (Figure 18). Agriculture dominates the regional economy, is a major direct employer and a big indirect employer (e.g. services to the sector). The unpredictability of agricultural most likely contributes to this volatility, together with the relative freedom of movement between the metropolitan area and the region (to and from) as a response to job availability.

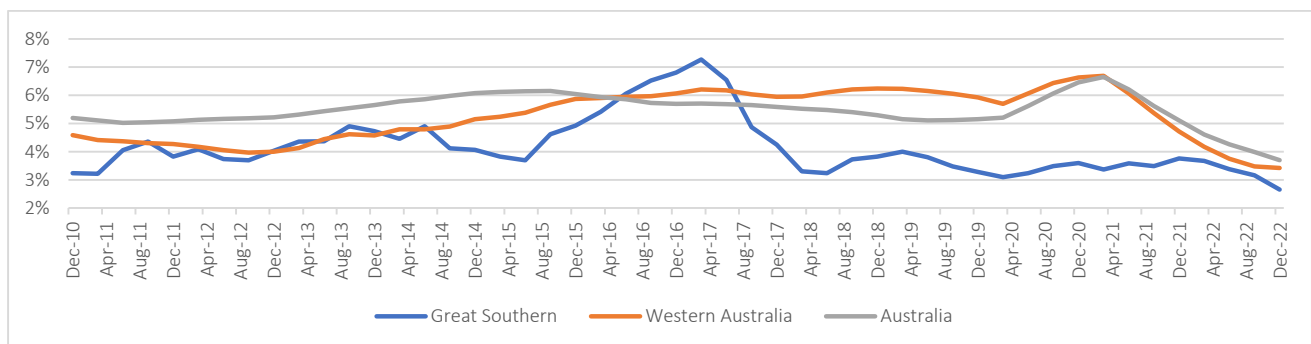


Figure 18. Great Southern unemployment rates over time

### 12.1.6 Demographic Challenges and Opportunities

When compared to WA and Perth averages, the Great Southern faces greater challenges in several areas, including: an ageing population, the outmigration of youth, lower incomes and volatile rates of unemployment:

1. A **growing population** – Balancing the management of growth in coastal towns with improving the sustainability of northern and eastern rural communities represents a major challenge for the region.
2. An **ageing population** – Leading to increased demand in the aged care, housing, retail, recreation and lifestyle industries. It will also require a skilled service sector workforce, drawn from existing unemployed or under-employed residents and from attracting additional workers to move into the region.
3. The **outmigration of youth** – Reducing the availability of worker capital to support ageing populations and future skills needed for future growth and innovation.
4. **Increasing multiculturalism** – With some immigrant cohorts being poorly skilled, having minimal English, continuing to experience health issues, and struggling to become active members of the community.
5. **Lower personal incomes** than state and Greater Perth averages, but **comparable costs of living** – Contributing to disadvantage.
6. **Volatile rates of unemployment** compared to state and national averages – Creating uncertainty that may, for example, exacerbate disadvantage and outmigration of youth.

Despite these challenges presenting obvious socio-economic issues, they also present a number of opportunities for growth and development, particularly in diversified infrastructure and asset development.

Table 29. Demographic needs and opportunities

Need	Opportunities
1. Continued growth in the region requires concomitant growth in the economy, supporting infrastructure development (including affordable housing and social services), and employment prospects to cater for the growth, together with social development.	1. An ageing population presents new opportunities for employment, for example in recreational fields and healthcare.
2. An ageing population demands differing levels of infrastructure and services compared with a younger demographic, such as recreational needs, seniors housing, aged care services, and healthcare.	2. Diversified recreational, cultural and educational infrastructure and assets could serve to attract and retain a younger age demographic, acting to reduce youth outmigration and cater for the multicultural community.
3. There is a strong need to attract and retain youth, not only to refresh an ageing workforce, but also to provide ongoing critical support services to an ageing population. This requires appropriate infrastructure and services.	3. Diversification of the region’s economy and stimulation of sectors such as construction, manufacturing, and education could help address comparative disadvantage in incomes and reduce the rate of unemployment.
4. Initiatives that will grow economic and employment opportunities for Aboriginal residents are fundamental to the long-term prosperity of the region.	4. With the further development of construction, manufacturing, and supporting industries, there will be significant opportunities for Aboriginal people who have the skills to secure permanent jobs in these areas of the economy.
5. Infrastructure and services also need to cater for increasing multiculturalism, with diversified cultures presenting differing needs and desires and to reduce community discrimination.	5. Significant opportunities exist associated with multicultural diversity, provided they can be suitably accommodated.
6. Lower incomes and volatile unemployment present significant hindrances, particularly as the cost of living in the Great Southern is comparable to that of metropolitan areas.	

## 12.2 Economic Context

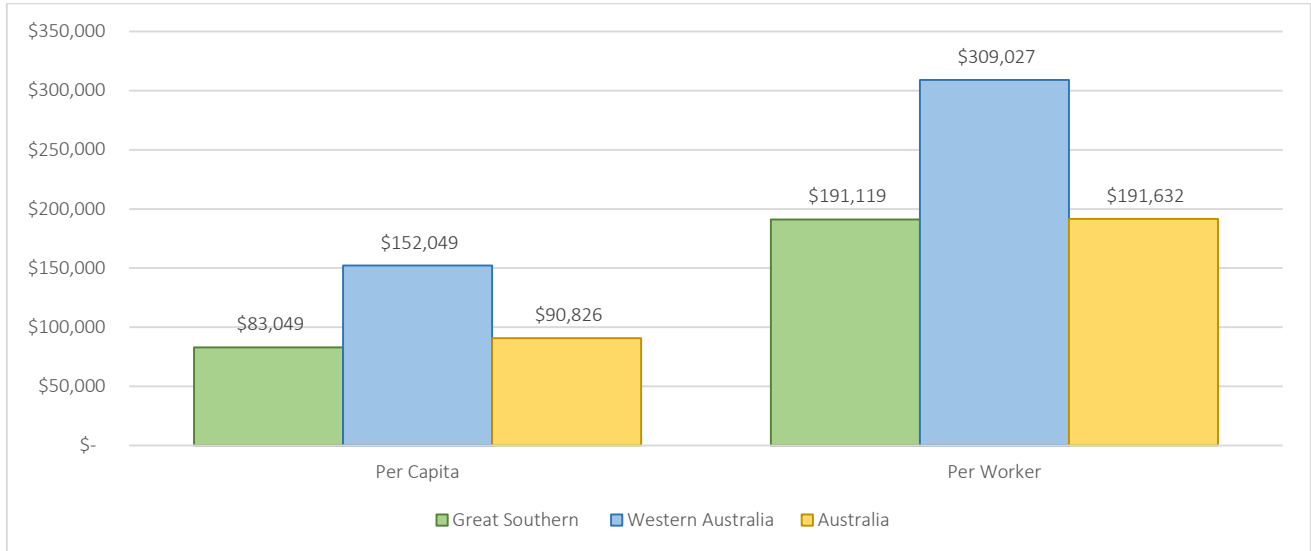
### 12.2.1 Gross Regional Product

The estimate of Gross Regional Product (GRP)\* for the Great Southern was \$5.1 billion in 2022 (REMPAN<sup>†</sup>), 1.3% of the state total. Both per capita and per worker GRP are relatively strong in the region when comparable to the national average, but weaker in comparison to the state average. However, the state average is driven up by extensive mining activity in the Pilbara region.

\* GRP is the net measure of wealth generated by the region - all forms of final expenditure, including consumption by households, consumption by governments, additions or increases to assets (minus disposals) and exports (minus imports) are added together.

<sup>†</sup> REMPLAN, Great Southern Economic Profile - <https://app.rempplan.com.au/greatsouthernregion/economy>

Figure 19. Per capita and per worker GRP (Great Southern)



The greatest share of GRP is contributed by Albany at \$3.3B (64.3%). Other notable contributors include Plantagenet (8.1%) Denmark (7.8%) and Katanning (6.6%).

Table 30. LGA contributions to Gross Regional Product in the Great Southern region

Great Southern LGAs	GRP	% Total Great Southern
Albany	\$3,302,440,827	64.3%
Broomehill-Tambellup	\$72,046,843	1.4%
Cranbrook	\$107,536,097	2.1%
Denmark	\$399,461,161	7.8%
Gnowangerup	\$119,714,940	2.3%
Jerramungup	\$111,570,256	2.2%
Katanning	\$340,177,763	6.6%
Kent	\$52,845,793	1.0%
Kojonup	\$177,738,814	3.5%
Plantagenet	\$415,300,098	8.1%
Woodanilling	\$40,157,914	0.8%
<b>Total Great Southern</b>	<b>\$5,138,990,506</b>	<b>-</b>

Nominal GRP has increased with an average annual growth rate of 4.7% (between 2008 and 2022) and rose by 11.8% in the last year alone.

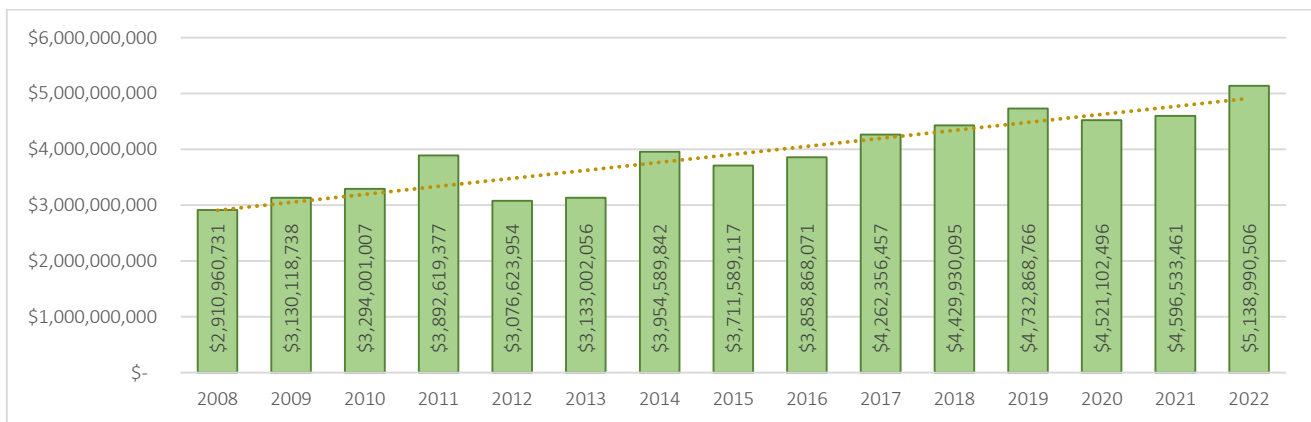


Figure 20. Great Southern Gross Regional Product (2008-2022)

12.2.2 Industry Output and Value Added

According to REMPLAN, the total direct output<sup>‡</sup> of the Great Southern was \$10.45 billion (1.4% of total state output). The highest output industries were agriculture, forestry & fishing (\$1.9B or 18.2%), manufacturing (\$1.5B or 14.4%), and construction (\$1.3B or 12.8%). Proportionate to total output, the agriculture, forestry & fishing industry performs best compared to the state average.

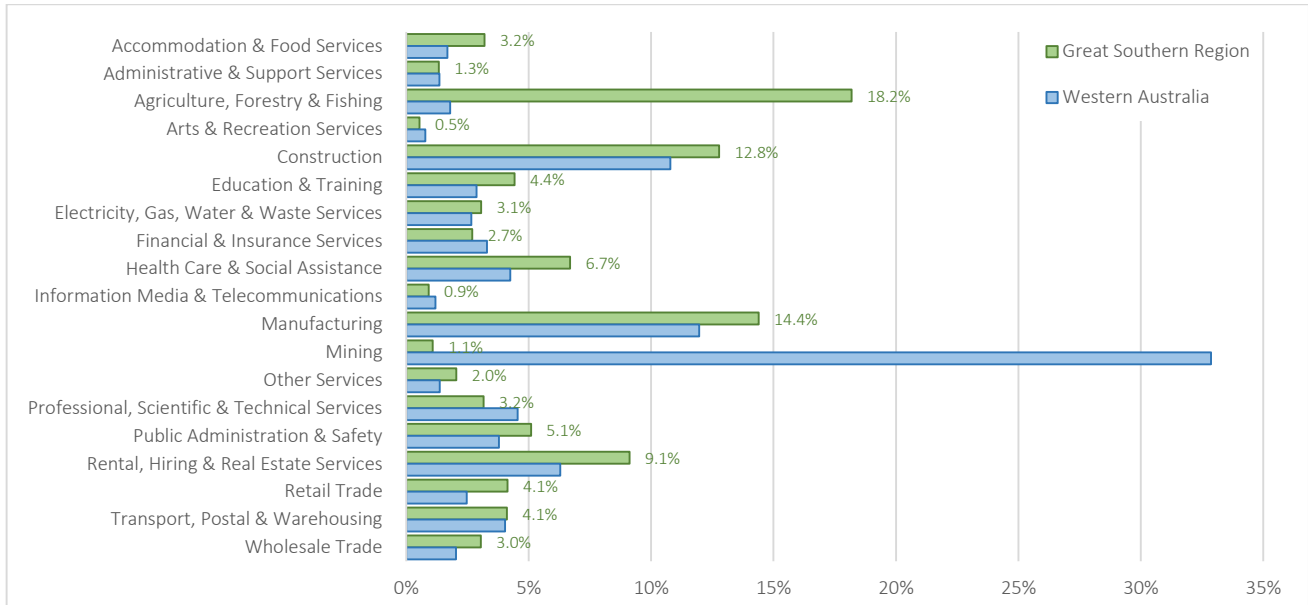


Figure 21. Industry proportions of total regional and state output

When looking at industry value-added<sup>§</sup> agriculture, forestry & fishing still leads in the region (\$737.97M or 15.5%), but is followed closely by the rental, hiring & real estate services industry (\$710.95M or 14.9%). Health care & social services also performs well, contributing 10.2% of the regions value-added (\$487.99).

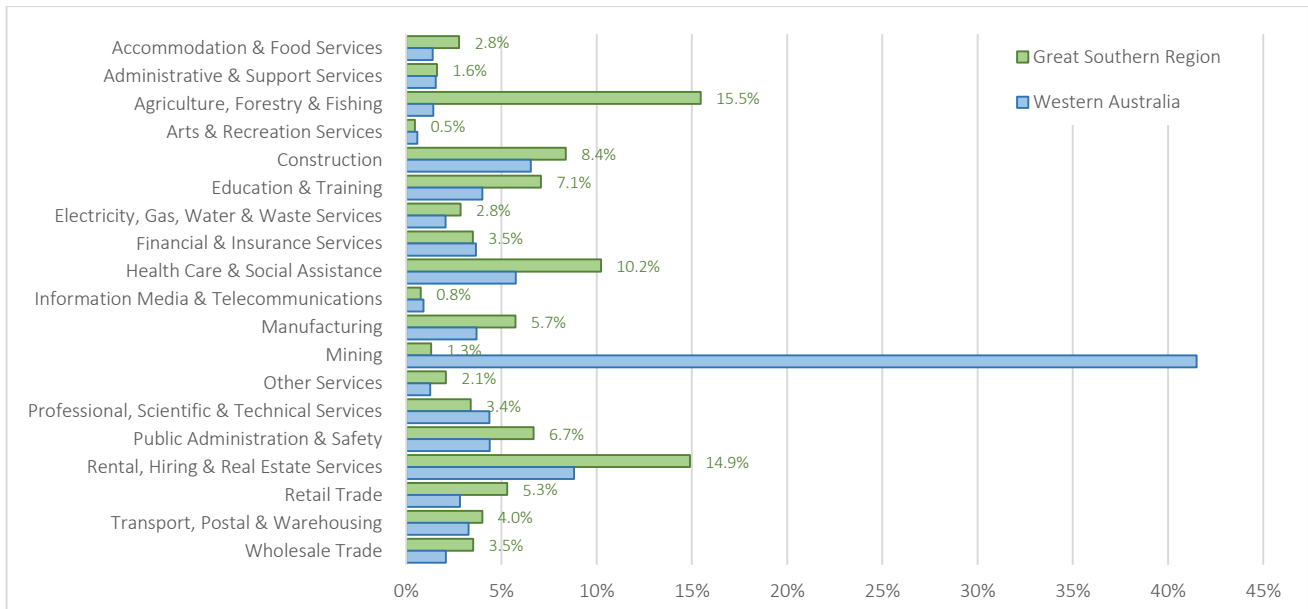


Figure 22. Industry proportions of total regional and state value-added

<sup>‡</sup> Output data represent the gross revenue generated by businesses/organisations in each of the industry sectors in a defined region. Gross revenue is also referred to as total sales or total income.

<sup>§</sup> Value-Added represents the marginal economic value that is added by each industry sector in a defined region. Value-Added is calculated by subtracting local expenditure and expenditure on regional imports from the output generated by an industry sector. Value-Added by industry sector is the major element in the calculation of Gross Regional Product (GRP)

12.2.3 Imports and Exports

The Great Southern is a net exporter, with total net exports of \$649.4M. In contrast to Western Australia as a whole, which is heavily reliant on mining for net export performance, the Great Southern is largely reliant on agriculture, forestry & fishing, and manufacturing industries. The region is most heavily reliant on imports from the construction industry, which has clear implications for this project; both as an opportunity (lack of competition and improving transport and manufacturing inefficiencies) and a challenge (as associated with contractor availability).

Table 31. Regional net exports by industry

	Great Southern Region	Western Australia
Accommodation & Food Services	\$22,912,002	-\$1,436,721,482
Administrative & Support Services	-\$8,298,051	-\$301,846,372
Agriculture, Forestry & Fishing	\$707,111,420	\$2,072,906,105
Arts & Recreation Services	-\$11,861,306	-\$413,219,622
Construction	-\$100,866,776	-\$5,671,052,591
Education & Training	\$76,840,411	\$2,681,247,579
Electricity, Gas, Water & Waste Services	\$9,172,854	-\$1,450,856,075
Financial & Insurance Services	-\$59,608,813	-\$3,345,637,017
Health Care & Social Assistance	-\$69,459,785	-\$2,653,049,096
Information Media & Telecommunications	-\$16,999,686	-\$1,943,605,172
Manufacturing	\$289,909,645	-\$3,733,152,986
Mining	\$61,121,822	\$176,145,336,789
Other Services	\$3,354,277	-\$1,235,962,950
Professional, Scientific & Technical Services	-\$71,125,517	-\$4,725,159,948
Public Administration & Safety	-\$20,357,805	-\$1,670,831,563
Rental, Hiring & Real Estate Services	-\$78,490,306	-\$3,405,581,900
Retail Trade	-\$35,975,704	-\$1,416,506,526
Transport, Postal & Warehousing	-\$42,999,160	-\$1,915,979,205
Wholesale Trade	-\$4,997,330	\$307,806,299
<b>Total</b>	<b>\$649,382,190</b>	<b>\$145,888,134,269</b>



Figure 23. Regional net imports and exports (\$M)

12.2.4 Economic Challenges and Opportunities

Albany and the Great Southern face challenges, including:

1. Per capita GRP is lower than for WA as a whole, and the lowest of all other regions apart from Peel.
2. Industry is dominated by agriculture, manufacturing and construction.
3. Albany’s and the region’s population is ageing, with potentially profound and far-reaching impact on the longer-term outlook, including productivity declines as the workforce retires, increased costs of health and welfare services, and potential for a long-run population decline.
4. Current transport infrastructure limits industry and business growth, particularly related to visitation and export markets.
5. Rapid changes in technology will require concomitant upgrades to infrastructure to support them.
6. The region is experiencing a significant rental vacancy crisis, compounded by reduced availability of suitable dwelling types for the demographic profile of its residents.

Table 32. Economic needs and opportunities

Need	Opportunities
1. Diversification of industry is required to boost performance and to provide support in times when certain industries experience downturns.	1. Stimulation of the construction, manufacturing and related industries can boost performance in these sectors, including improvements to net export capabilities.
2. There is a need to encourage new investment and expenditure within Albany and throughout the region, where the Great Southern currently tends to circulate existing capital or leak it to other regions and states.	2. New job opportunities can provide enhanced economic outcomes for Great Southern residents, including persons experiencing disadvantage, and provide additional incentive to attract and retain younger residents.
3. Diversified infrastructure and assets are needed to attract and retain younger age people in the population and bolster tertiary educational enrolments.	3. Enhanced affordable housing options provide for diversified demographics, supporting many other industries through a diversified labour pool and enhance the quality of life for Great Southern residents.
4. New and innovative housing models are required to service existing and future demographics.	



## References

- <sup>1</sup> <https://www.clearinghouseforsport.gov.au/research/ausplay/results>
- <sup>2</sup> More than winning: The real value of sport and recreation in Western Australia, WA Department of Sport and Recreation.
- <sup>3</sup> Australian Government Independent Sport Council – Future on Sport in Australia, 2009.
- <sup>4</sup> <http://vancouver.ca/parks/activecommunity/pdf/SportsParticipation.pdf> Report August 2005: 'Strengthening Canada – The Socio-economic Benefits of Sports Participation in Canada' The Conference Board of Canada - Insights You Can Count On.
- <sup>5</sup> Kelley, J., Evans, M. (1998). Sources of national pride in 24 nations. *Australian Social Monitor*, (2), 23-30.
- <sup>6</sup> Medibank Private (2007). *The cost of physical inactivity. What is the lack of participation in physical activity costing Australia?* Report by Econtech for Medibank Private.
- <sup>7</sup> <http://www.abs.gov.au/australianhealthsurvey>
- <sup>8</sup> Medibank Private, The cost of physical inactivity, October 2008
- <sup>9</sup> <https://www.betterhealth.vic.gov.au/health/healthyliving/physical-activity-for-seniors>
- <sup>10</sup> <https://www.dsr.wa.gov.au/support-and-advice/research-and-policies/organised-recreational-activity-and-mental-health>
- <sup>11</sup> [www.pc.gov.au/data/assets/pdf\\_file/.../17-aged-care-chapter13.pdf](http://www.pc.gov.au/data/assets/pdf_file/000000/17-aged-care-chapter13.pdf) Inquiry Report - Caring for Older Australians, Ch 13: Informal carers and volunteers (p. 342).
- <sup>12</sup> Volunteering Australia, Key facts and statistics about volunteering in Australia, 16 April 2015
- <sup>13</sup> Government of Western Australia Department of Treasury, Estimating the Employment Impact of Major Projects and Policies: Guidelines for Agencies, September 2020
- <sup>14</sup> <https://www.remplan.com.au/>
- <sup>15</sup> ABS, 3222.0 - Population Projections, Australia, 2017 (base) – 2066 - <http://www.abs.gov.au/Ausstats/abs@.nsf/mf/3222.0>
- <sup>16</sup> <https://www.wa.gov.au/government/document-collections/western-australia-tomorrow-population-forecasts>
- <sup>17</sup> <http://www.regionalaustralia.org.au/what-is-rai/defining-regional-australia>; *Regional Australia Institute*.
- <sup>18</sup> <http://www.aifs.gov.au/institute/pubs/factsheets/2011/fs201103.html>
- <sup>19</sup> Government of Western Australia, Department of Primary Industries and Regional Development, Regional Price Index 2021
- <sup>20</sup> <https://www.jobsandskills.gov.au/work/small-area-labour-markets>

### Written Quotes

Due to the complex nature of renovating an existing structure, the Club has relied on the QS report from Chris O'Keefe construction cost consultant.

His QS costing attached show the cost – after escalation and inclusive of GST to be –

(Project in order of priority)

• Medical Room and Storage	\$ 28,655.00
• Covered access ramp & observation platform	\$ 65,670.00
• Disabled access verandah and ramp	\$148,060.00
• Unisex Toilet conversion	\$ 30,030.00
• Office and storage	\$146,850.00

Total	<u>\$419,265.00</u>
-------	---------------------

**CONCEPT DESIGN COST ESTIMATE**

**EMU POINT SPORTS & COMMUNITY  
CENTRE INCORPORATED  
2 BIRSS STREET, EMU POINT WA**

**H + H ARCHITECTS**

**CHRIS OKEEFE CONSTRUCTION COST CONSULTANT**

**Jul-23**

EMU POINT SPORTS & COMMUNITY  
CENTRE INCORPORATED

Ref : A1278

CONCEPT DESIGN COST ESTIMATE

12/07/2023

PROJECT COST SUMMARY

<b>Total Medical Room &amp; Storage from Summary</b>	\$ 20,500
Design Contingency (10%)	\$ 2,050
Contract Contingency (5%)	\$ 1,130
Professional Fees	\$ 2,370
<b>Subtotal</b>	<b>\$ 26,050</b>
GST	\$ 2,605
<b>TOTAL CONCEPT DESIGN COST ESTIMATE</b>	<b>\$ 28,655</b>

<b>Total Unisex Bathroom from Summary</b>	\$ 21,500
Design Contingency (10%)	\$ 2,150
Contract Contingency (5%)	\$ 1,180
Professional Fees	\$ 2,470
<b>Subtotal</b>	<b>\$ 27,300</b>
GST	\$ 2,730
<b>TOTAL CONCEPT DESIGN COST ESTIMATE</b>	<b>\$ 30,030</b>

<b>Total Front Office &amp; Kitchen Storage from Summary</b>	\$ 105,000
Design Contingency (10%)	\$ 10,500
Contract Contingency (5%)	\$ 5,800
Professional Fees	\$ 12,200
<b>Subtotal</b>	<b>\$ 133,500</b>
GST	\$ 13,350
<b>TOTAL CONCEPT DESIGN COST ESTIMATE</b>	<b>\$ 146,850</b>

<b>Total Covered Access Ramp &amp; Observation Platform from Summary</b>	\$ 47,000
Design Contingency (10%)	\$ 4,700
Contract Contingency (5%)	\$ 2,600
Professional Fees	\$ 5,400
<b>Subtotal</b>	<b>\$ 59,700</b>
GST	\$ 5,970
<b>TOTAL CONCEPT DESIGN COST ESTIMATE</b>	<b>\$ 65,670</b>

EMU POINT SPORTS & COMMUNITY  
CENTRE INCORPORATED

Ref : A1278

**CONCEPT DESIGN COST ESTIMATE**

**12/07/2023**

<b>Total Cost Disabled Access Verandah &amp; Ramp from Summary</b>	\$	106,000
Design Contingency (10%)	\$	10,600
Contract Contingency (5%)	\$	5,800
Professional Fees	\$	12,200
<b>Subtotal</b>	<b>\$</b>	<b>134,600</b>
GST	\$	13,460
<b>TOTAL CONCEPT DESIGN COST ESTIMATE</b>	<b>\$</b>	<b>148,060</b>

**Exclusions :**

Cost escalation to date of tender  
Loose furniture & equipment  
Upgrade to existing services

## Full Elemental Summary

**Job Name :** A1278 - EMU POINT 3

**Job Description**

**Client's Name:** Emu Point Sporting Club

EMU POINT SPORTS & COMMUNITY CENTRE  
INCORPORATED  
2 BIRSS STREET, EMU POINT WA 6330

Elem. Code	Elemental Description	% B.C.	Cost/m2	Elem. Qty	Elem. Unit	Elem. Rate	Sub Total	Mark Up %	Elemental Total
	Medical Room & Storage	6.83	62.69				20,500		20,500
	Unisex Bathroom	7.17	65.75				21,500		21,500
	New Front Office & Kitchen Storage	35.00	321.10				105,000		105,000
	Covered Access Ramp & Observation Platform	15.67	143.73				47,000		47,000
	Disabled Access Verandah & Ramp	35.33	324.16				106,000		106,000
<b>GFA: 327 m2.</b>		<b>100.00</b>	<b>917.43</b>				<b>300,000</b>		<b>300,000</b>

**Final Total : \$ 300,000**

## Elemental Breakup

<b>Job Name :</b> <u>A1278 - EMU POINT 3</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Emu Point Sporting Club</u>	EMU POINT SPORTS & COMMUNITY CENTRE INCORPORATED 2 BIRSS STREET, EMU POINT WA 6330

Item No.	Item Description	+/- %	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 1 <u>Medical Room &amp; Storage</u></b>							
1	Double door including frame, hardware & paint		1.00	No	2,500.00		2,500.00
2	Patch & paint to existing walls		108.00	m2	20.00		2,160.00
3	Carpet		42.00	m2	75.00		3,150.00
4	Allowance for skirtings			Item			500.00
5	Flush plasterboard ceilings including framing, insulation & paint		42.00	m2	120.00		5,040.00
6	Allowance for alterations & additions to existing electric light & power			Item			2,500.00
7	Take down & remove existing single brick wall		39.00	m2	50.00		1,950.00
8	Preliminaries			Item			2,700.00
<b><u>Medical Room &amp; Storage</u> Total :</b>							<b>20,500.00</b>
<b>Trade : 2 <u>Unisex Bathroom</u></b>							
1	Form opening in existing brick wall for single door		1.00	No	500.00		500.00
2	Single door including frame, hardware & paint		1.00	No	1,500.00		1,500.00
3	WC		4.00	No	2,500.00		10,000.00
4	WC cubicles		4.00	No	1,500.00		6,000.00
5	Preliminaries			Item			3,500.00
<b><u>Unisex Bathroom</u> Total :</b>							<b>21,500.00</b>
<b>Trade : 3 <u>New Front Office &amp; Kitchen Storage</u></b>							
1	Reinforced concrete strip footing		3.00	m3	750.00		2,250.00
2	100 reinforced concrete ground slab		22.00	m2	120.00		2,640.00
3	230 solid brick retaining wall with face brick external leaf complete with w/proofing		7.00	m2	375.00		2,625.00
4	Colorbond roof sheeting to match existing fixed on selected framing including cappings, flashings & insulation		40.00	m2	310.00		12,400.00
5	Form junction with existing roof		10.00	m	150.00		1,500.00
6	Colorbond eaves gutter		4.00	m	60.00		240.00
7	PVC RWP including paint		4.00	m	50.00		200.00
8	Hardiflex eaves soffit lining including framing & paint		5.00	m2	120.00		600.00

## Elemental Breakup

<b>Job Name :</b> <u>A1278 - EMU POINT 3</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Emu Point Sporting Club</u>	EMU POINT SPORTS & COMMUNITY CENTRE INCORPORATED 2 BIRSS STREET, EMU POINT WA 6330

Item No.	Item Description	+/- %	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 3 <u>New Front Office &amp; Kitchen Storage</u></b>							<i>(Continued)</i>
9	120 stud framed wall lined externally with selected CFC cladding & internally with plasterboard including insulation & paint		68.00	m2	355.00		24,140.00
10	Powdercoat aluminium framed glazed windows		17.00	m2	850.00		14,450.00
11	Powdercoat aluminium frame glazed double entry doors including frame & hardware		1.00	No	4,000.00		4,000.00
12	90 stud framed wall lined both sides with plasterboard including insulation & paint		8.00	m2	270.00		2,160.00
13	Single powdercoat aluminium framed glazed door including frame & hardware		1.00	No	3,000.00		3,000.00
14	Double powdercoat aluminium framed glazed door including frame, sidelights & hardware		1.00	No	6,500.00		6,500.00
15	Carpet		22.00	m2	75.00		1,650.00
16	Flush plasterboard ceilings including framing, insulation & paint		22.00	m2	120.00		2,640.00
17	Signage			Item			500.00
18	Reverse cycle packed A/C unit to office reception		1.00	No	3,500.00		3,500.00
19	Builder's margin & work in connection			Item			350.00
20	Allowance for alterations & additions to existing electric light & power			Item			3,500.00
21	Site cut/fill		11.00	m3	35.00		385.00
22	Form opening in existing brick cavity wall for double door & sidelights		1.00	No	2,000.00		2,000.00
23	Preliminaries			Item			13,770.00
<b><u>New Front Office &amp; Kitchen Storage</u></b>							<b>Total : 105,000.00</b>

<b>Trade : 4 <u>Covered Access Ramp &amp; Observation Platform</u></b>							
1	Timber deck including framing, stumps & footings		29.00	m2	350.00		10,150.00
2	Timber deck steps including framing		10.00	m2	450.00		4,500.00
3	Timber deck pergola		21.00	m2	250.00		5,250.00
4	Deck shade sail including support columns		1.00	No	5,000.00		5,000.00
5	BBQ bench cupboard		1.00	No	2,500.00		2,500.00
6	Colorbond roller door		1.00	No	2,000.00		2,000.00
7	Single bowl sink & drainer		1.00	No	3,000.00		3,000.00
8	Allowance for alterations & additions to existing electric light & power			Item			5,920.00
9	Form opening in existing brick cavity wall for single roller door		1.00	No	1,000.00		1,000.00



## Elemental Breakup

<b>Job Name :</b> <u>A1278 - EMU POINT 3</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Emu Point Sporting Club</u>	EMU POINT SPORTS & COMMUNITY CENTRE INCORPORATED 2 BIRSS STREET, EMU POINT WA 6330

Item No.	Item Description	+/- %	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 4 <u>Covered Access Ramp &amp; Observation Platform</u></b> <span style="float: right;">(Continued)</span>							
10	Preliminaries			item			7,680.00
<u>Covered Access Ramp &amp; Observation Platform</u> Total :							47,000.00
<b>Trade : 5 <u>Disabled Access Verandah &amp; Ramp</u></b>							
1	Reinforced concrete pad footing		2.00	m3	1,250.00		2,500.00
2	Reinforced concrete strip footing		7.00	m3	750.00		5,250.00
3	100 reinforced concrete ground slab		60.00	m2	120.00		7,200.00
4	100 reinforced concrete ramp slab		15.00	m2	150.00		2,250.00
5	230 solid brick retaining wall with face brick external leaf complete with w/proofing		18.00	m2	375.00		6,750.00
6	SHS steel column including protective treatment & paint		0.46	t	20,000.00		9,200.00
7	Attached connections		0.07	t	20,000.00		1,400.00
8	M16 chemical anchors fixed into footing		52.00	No	25.00		1,300.00
9	Disable ramp balustrade		20.00	m	500.00		10,000.00
10	Colorbond roof sheeting to match existing fixed on selected framing including cappings, flashings & insulation		85.00	m2	310.00		26,350.00
11	Form junction with existing roof		18.00	m	150.00		2,700.00
12	Colorbond eaves gutter		29.00	m	60.00		1,740.00
13	PVC RWP including paint		12.00	m	50.00		600.00
14	Hardiflex eaves soffit lining including framing & paint		85.00	m2	120.00		10,200.00
15	Take up & remove existing brick paving		87.00	m2	15.00		1,305.00
16	Site cut/fill		43.00	m3	35.00		1,505.00
17	Preliminaries			Item			15,750.00
<u>Disabled Access Verandah &amp; Ramp</u> Total :							106,000.00

### Albany Irrigation and Drilling

A.B.N.: 66651336015  
 129 Chester Pass Road Albany WA 6330  
 Phone: 0898423244 Fax: 0898423714

## Quote

Quote No.:	2736	Date:	6/01/2023
		Expiry Date:	3/02/2023
Status:	Active	Served By :	WADE

<b>Ordered By :</b> GREEN RANGE COUNTRY CLUB crnorth@live.com.au	<b>Deliver To:</b>
---	--------------------

Bar code	Description	Tax	Qty	Price \$	Total \$
I90ADV	HUNTER I90 GEAR DRIVE ADJUSTABLE	GST	4	486.00	1,944.00
9323714029398	PVC TEE 50MM	GST	4	7.59	30.36
49081140908	PVC ELBOW 90DEG 50MM	GST	20	6.632	132.64
49081238155	PVC VALVE SOCKET 50MM	GST	9	8.25	74.25
ICV-50	HUNTER ICV 24VAC 50MM SOLENOID VALVE	GST	5	301.40	1,507.00
HR0910VB	VALVE BOX ROUND COMMERCIAL HR0910VB	GST	5	32.45	162.25
3272230	PVC PIPE 80MM X 6M PN12 SWJ [RRP 122.43]	GST	25	91.823	2,295.56
MCO710100	MULTICORE SOLENOID WIRE 7C 1.0MM X 100M	GST	2.000	630.564	1,261.13
611698146439	HUNTER X CORE 8 STN OUTDOOR CONTROLLER	GST	1	286.00	286.00
3272170	PVC PIPE 50MM X 6M PN12 SWJ	GST	10	81.40	814.00
49081238766	PVC FAUCET SOCKET 50MM	GST	4	8.965	35.86
9313146012556	POLY BUSH 50MMx40MM	GST	4	5.32	21.28
9313194056403	POLY ELBOW M&F 40MM	GST	12	10.10	121.20
PR1240	POLY RISER 40MM X 300MM	GST	4	10.34	41.36
3700185	PINK THREADSEAL TAPE 30MTR	GST	4	8.00	32.00
9314538053171	SOLVENT GREEN TYPE P 250ML	GST	2	11.033	22.07
9314538053195	PRIMING FLUID RED 250ML	GST	2	8.206	16.41
10040	PVC CONDUIT 25MM 4M GREY	GST	20.000	10.318	206.36
TRAVEL	TRAVEL PER KM (CAR)	GST	272	2.00	544.00
LABOUR	LABOUR CHARGE	GST	32.000	85.00	2,720.00
NOTE	CONSUMEABLES	GST	1.000	1,000.00	1,000.00

REPORT ITEM CCS 558 REFERS

Bar code	Description	Tax	Qty	Price \$	Total \$

No. of lines ( 21 )

Payment Details

Quote Totals	
Subtotal	\$13,267.73
Discount	\$0.00
Rounding	\$0.00
Tax	\$1,206.15
TOTAL inc GST	\$13,267.73

Quote Terms & Conditions
ALL QUOTES ARE VALID FOR 30 DAYS ONLY

**G Felesina**

**PO BOX 126**

**Jerramungup WA 6337**

**ABN: 93461517587**

**10<sup>th</sup> July, 2023**

TO WHOM IT MAY CONCERN

Green Range Country Club

As per discussion with Clinton North please find a quote to concrete around the bowling green apron.

The quote includes

1. Supply plastic, mesh and form up
2. Supply and lay concrete approx. 44m<sup>3</sup> with colour additive (Kalgoorlie)

The Bowling Club will dismantle existing fence, excavate lawn and soil to depth approximately 200mm around limestone blocks and replace with 100mm sand and level.

The price of this quote is \$56400.00 + GST

Should you wish to discuss these quotes please do not hesitate to contact me on 0428 351640.

Thanking you

Giovanni Felesina

THIS QUOTE IS VALID FOR 30 DAYS ONLY FROM THE DATE OF THIS LETTER





# QUOTE

<p>Green Range Country Club</p>	<p><b>Job No</b> JB01735</p>	<p><b>Date</b> 20 April 2023</p> <p><b>Expiry Date</b> 20 May 2023</p> <p><b>Quote Number</b> QT00345-2</p> <p><b>ABN</b> 88 658 255 657</p>	<p>Ganzer Electrical 45 Orion Avenue MCKAIL WA 6330 AUSTRALIA</p>
---------------------------------	----------------------------------	--	---

Quotation for Following electrical works completed at Green Range Country Club

- Supply and installation of area lighting for bowling green as per lighting design
- Supply and installation of 300w flood light for carpark area
- Supply and installation of 4 x 10A GPO, 1 on exterior of each light pole
- Supply and installation of underground cabling and light pole footings including concrete and backfilling

Description	Quantity	Unit Price	Amount
Tradesman + 2nd yr Apprentice Labour	50	155.00	7,750.00
Tradesman + 4th Yr Apprentice Labour	50	175.00	8,750.00
Galv Pole with Reo Cage and bolts	4	2,820.00	11,280.00
1280W LED SPORTSLIGHT WITH 240V GEARTRAY	4	3,300.00	13,200.00
Materials including Cable, Conduit, Contactors, RCDS, 300W Flood, GPO's Bolts Etc	1	6,000.00	6,000.00
Concrete	1	1,440.00	1,440.00
Crane Hire	1	2,196.00	2,196.00
EWP Hire	1	1,974.00	1,974.00
Freight	1	540.00	540.00
Travel Per Km 5 Trips	750	1.50	1,125.00
Steve Barker trenching services - Trenching - Drill footing holes	1	3,500.00	3,500.00
Subtotal			57,755.00
Total GST			5,775.50
<b>Total AUD</b>			<b>63,530.50</b>



**Obtrusive Light - Compliance Report**

AS/NZS 4282 2019, A3 - Medium District Brightness, Non-Curfew L2  
 Filename: Green Range Bowls  
 2023/4/13 13:45:45

**Illuminance**

Maximum Allowable Value: 10 Lux

Calculations Tested (2):

Calculation Label	Test Results	Max. Illum.
ObtrusiveLight_1_Ill_Seg1	PASS	1
ObtrusiveLight_1_Ill_Seg2	PASS	3

**Luminous Intensity (Cd) At Vertical Planes**

Maximum Allowable Value: 25000 Cd

Calculations Tested (2):

Calculation Label	Test Results
ObtrusiveLight_1_Cd_Seg1	PASS
ObtrusiveLight_1_Cd_Seg2	PASS

**Upward Waste Light Ratio (UWLR)**

Maximum Allowable Value: 2.0 %

Calculated UWLR: 0.3 %

Test Results: PASS

**GENERAL NOTES**

PROPOSED NEW LIGHTING  
 REFER TO SCHEDULE

LIGHTING DESIGN COMPLIES WITH  
 - AS4282.2 (2021), LIGHTING FOR  
 BOWLING GREENS

FIELD - EA 100 LUX / 1.01 D.A. / 1.0 D.F.

**TECHNICAL LEADERSHIP DECLARATION**

ROLE	NAME	COMPANY
DESIGNER	Glenn	Renelite
CHECKER		
APPROVER		



Omega Power Equipment  
 T: +61 466800945  
 E: glenn@omegapower.com.au



PROJECT NAME  
 Green Range Bowls

DATE	SHEET #
APR 2023	1

**Luminaire Schedule**  
 Project: Project\_1

Symbol	Qty	Label	Description	Total Lamp Lumens	LLF	Total Watts
	4	1240W Galaxy WA	OQC0M4-12405.0-WA	160131.5	1.000	5094.8

AS4282 Compliance

**Calculation Summary**

Project: Project\_1

Label	Calc Type	Units	Avg	Max	Min	Min/Avg	Min/Max
ObtrusiveLight_1_Ill_Seg1	Obtrusive - Ill	Lux	0.3	1	0	0.00	0.00
ObtrusiveLight_1_Ill_Seg2	Obtrusive - Ill	Lux	1.4	3	1	0.71	0.33







## GALAXY

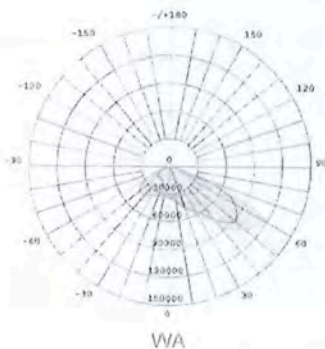
### LED Sports Light

- Up to 126lm/w
- Over & underslung options
- Lower energy and maintenance costs
- Suitable for new and retrofit projects
- Choice of either integral or remote drivers
- 316 stainless steel fixtures and conduit
- Birdproof protection
- Die-casting aluminum body and galvanised powder coated bracket
- 5 year warranty

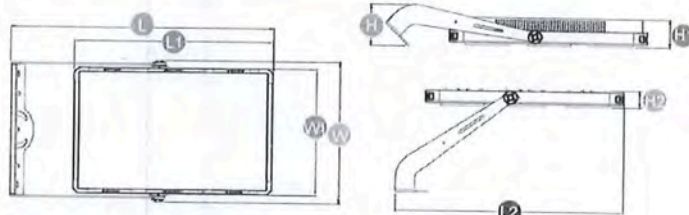


## Specifications

Part No	QCDM4-1280W
Power	1280W
Lumens	161,280lm
N.W (Remote gear)	26.2kg
Dimensions(L*W*H)	1150*525*150mm
Input Voltage	240VAC/ 415VAC
Dimmable	Optional 1-10V or DALI
Efficiency	126lm/W
Beam	WA
Colour rendering Index (Ra)	70+
PF	>0.95
CCT	5700K
Ingress Protection	IP66
Impact Rating	IK08
Housing Finish	Black
Operating Temperature	-20°C to 50°C



L(mm)	L1(mm)	L2(mm)	W(mm)	W1(mm)	H(mm)	H1(mm)	H2(mm)
1150	905	1020	525	460	150	110	55



### OMEGA POWER EQUIPMENT

Ph: 1800 633 020  
Email: sales@omegapower.com.au

**Great Southern Boundaries**

PO BOX 5192  
 Albany WA 6332  
 0417932064  
 ABN 17119990402

**QUOTE**

**ADDRESS**

Green Range Country Club

**QUOTE NO.** 5257

**DATE** 20/04/2023

**EXPIRATION DATE** 20/05/2023

**JOB ADDRESS:**

Green Range

JOB DESCRIPTION	QTY	RATE	AMOUNT EXC GST
Supply and install 1.2m high chain wire fence with top and bottom rails on three sides of bowling turf, each side 44m long. -All steel framing and fittings to be Powder coated black -Black PVC coated chain wire -Chain wire lased to top and bottom rails -Posts concreted in natural ground.	1	20,988.40	20,988.40

Position of fence to be marked by others, and services to be located and marked.

SUBTOTAL	20,988.40
GST TOTAL	2,098.84
<b>TOTAL</b>	<b>A\$23,087.24</b>

Accepted By

Accepted Date

**Terms & Conditions:**

All services must be marked by owners  
 GSB is not responsible for charges involved with striking underground services  
 The party ordering works is responsible for full payment  
 Additional charge of \$10 exc GST may incur to alter or change our invoice





Established 1996

[www.evergreensyntheticgrass.com.au](http://www.evergreensyntheticgrass.com.au)

Email: [evergreenwa@bigpond.com](mailto:evergreenwa@bigpond.com) ABN 36086981162

23 Langar Way, Landsdale 6065 WA PHONE (08) 93032130 FAX (08) 93032129

Green Range Country Club 27/02/2023

Hassell Highway, Green Range WA 6328

Bowling Green

Supply and install an Ultra Plus 37.9m x 37.9m (plinth to plinth) bowling green surface. Constructed to World Bowls Association requirements and all relevant standards and codes.

Establish equipment and personnel on and off site \$ 5,298.00

Dig out existing green 110mm and remove plinths. Stockpile on site \$ 5,640.00

Laser grade subbase level, compact and water bind for ESG drainage specs \$ 1,550.00

Engineered sub soil drainage; Supply and install 65mm and 100mm ag pipes, geo fabric and 14mm blue metal. Vertical rammer all drainage outlets. Shape subbase for ESG drainage specs. \$ 13,057.00

Supply and install galvanised steel plinths to all sides of the green, laser level and cement in. Set to compliant height \$ 11,612.00

ESG base: Supply and install a 100mm blue metal (special blended mix) cement stabilized free draining base system, within WBA tolerances .A final levelling layer at 10mm will be hand screeded to ensure accurate matching with the plinths and to obtain a final flatness tolerance of 1mm under a 3m straight edge . \$ 68,986.00

Supply and install an Evergreen Ultra Plus 12mm synthetic bowls surfacing system using straight across (90 degrees) installation methodology. Super fine white kiln dried sand is used to dress the surface at an infill rate of 9 kilos per m2 \$113,958.00

Supply and install long pile gutter grass \$ 2,290.00

Supply and install Apron grass 1.2m wide inclusive of the ditch wall face \$ 14,690.00

Accommodation, living away and food allowance \$ 12,625.00

Freight to site of surface, cement, and white infill sand \$ 5,680.00

Clean up site and handover.

**Total inc G.S.T \$255,386.00**

Provide a 7-year written warranty on the Ultra Plus surface. Provide a maintenance schedule and onsite training.



### Photos of the current facility

Photographs of the proposed upgrades to the existing facility are attached.

#### Photo #

1. The current storage and medical room facility.
2. This is the current entrance from the tennis courts to the building. Anybody with mobility issues are not able to visit the Clubrooms and use the toilet facilities without having to travel approx. 200m across a grass surface to the front entrance of the building. The plan is to build an integrated covered access ramp and observation platform to facilitate access needs for current and future members. This covered access ramp will be only 20m from the tennis courts.
3. Access to and width of the verandah are presently an issue – it is only 1.85m wide. There is no room for people with wheelchairs or walkers and their carers to travel from this verandah to the bowling greens. The plan is to extend the verandah to be 4.7m wide with a wheelchair compliant ramp so there is an easy access from the clubhouse to the bowling green.
4. Current state of the men's urinal. Plan is to remove the pans and replace it with 4 cubicle toilets that will be unisex.













Green Range Country Club Inc.

40521 South Coast Highway, Green Range, WA. 6328  
Email: [greenrangecountryclub@hotmail.com](mailto:greenrangecountryclub@hotmail.com)

Nathan Watson  
Executive Director Community  
Services City of Albany  
102 North Road  
YAKAMIA WA 6330

Hello Nathan,

My name is Clinton North, Vice-President of the Green Range Country Club. I am appealing to the City of Albany for financial assistance to upgrade bowling facilities at the club. Our current bowling green is in disrepair and is unable to be used for Pennant bowling.

Bowls has not been played at the club for the past 16 years due the current quality and type of green. Preparing the green to be used at Penance level would be an extensive and regular job for volunteers. Every year in February and March, Green Range Country Club hosts corporate bowls on a Friday night, regularly attracting upwards of 35 bowlers and their families. Even at this level a lot of time and effort goes into preparing the surface for play.

The Green Range farming area was opened in 1958 with the pioneering families of that time establishing the club as a central point for families to come together for social, sporting and recreation activities. The club house was officially opened on 22 December 1972, and today remains a valuable community asset, attracting 100 members from surrounding rural communities including Wellstead, Gnowellen, Kojaneerup, South Stirlings and Manypeaks.

The Green Range Country Club is situated approximately 70km northeast of Albany, and is the central community hub for social functions, business meets and recreation. The club sports an eighteen-hole golf course, a cricket pitch and oval, and a grass bowling green. The club is open four nights a week and is run by a management committee of local volunteers, employing a permanent on-site Bar Manager.

This venue is used by CBH Group for annual grower meets, Stirlings to Coast Farmers for seminars and meetings, local volunteer bushfire brigades for training seminars and general meetings, catering for community events including bushfires, and various community social and fundraising activities.

All current members of the Green Range Country Club support and recognize the need for replacement of the bowling greens as a priority for this club. The return of the Pennant Bowling would see a revitalization of the club socially and financially. It would allow our local bowlers to play home games at the club instead of having to travel 2 hours to Albany.

The Green Range Country Club has been busy raising funds for the project, we have held raffles, community nights and a monster agriculture action. We now have our cash contribution ready, and the club is fully behind building the new facility.

We are respectfully asking the City of Albany for a cash contribution of \$100K to help us with getting this project off the ground.

Our project is to now include the new playing surface including site works and lighting including a new fence surrounding the bowling green. With the lighting now being included in the project we expect the total cost to be \$400k.

The funding breakdown looks like this: CSRFF \$200K.

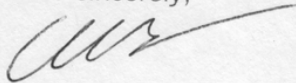
COA \$100K

GRCC (cash) \$80K

GRCC (In-kind) \$28K

We acknowledge that funds are limited and hope you can be supportive in recognizing the valuable contribution this project is to the wider community within the outer eastern regions of the City of Albany.

Yours sincerely,

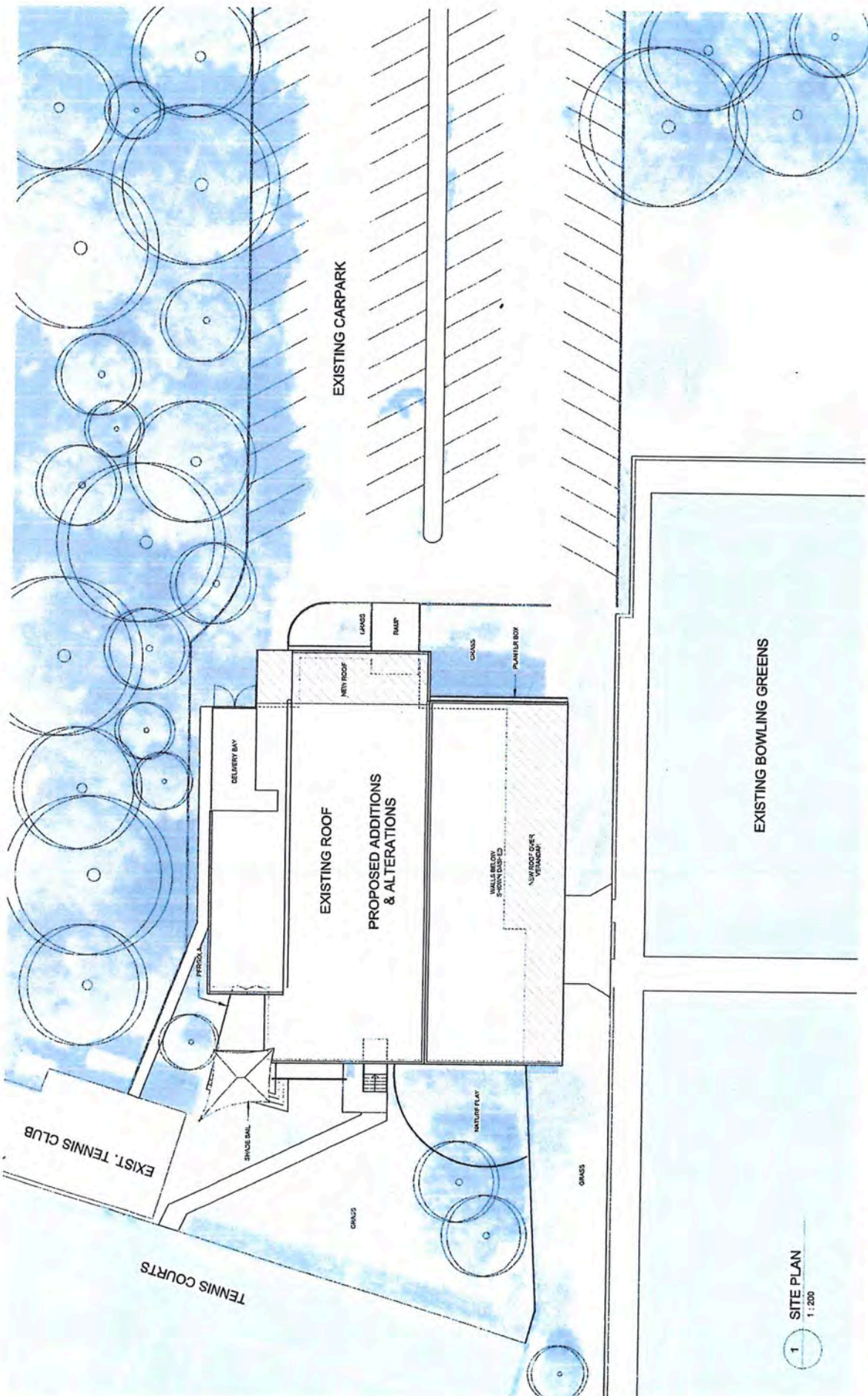


Clinton North  
Vice-president Green Range Country Club

### Site and Building plan.

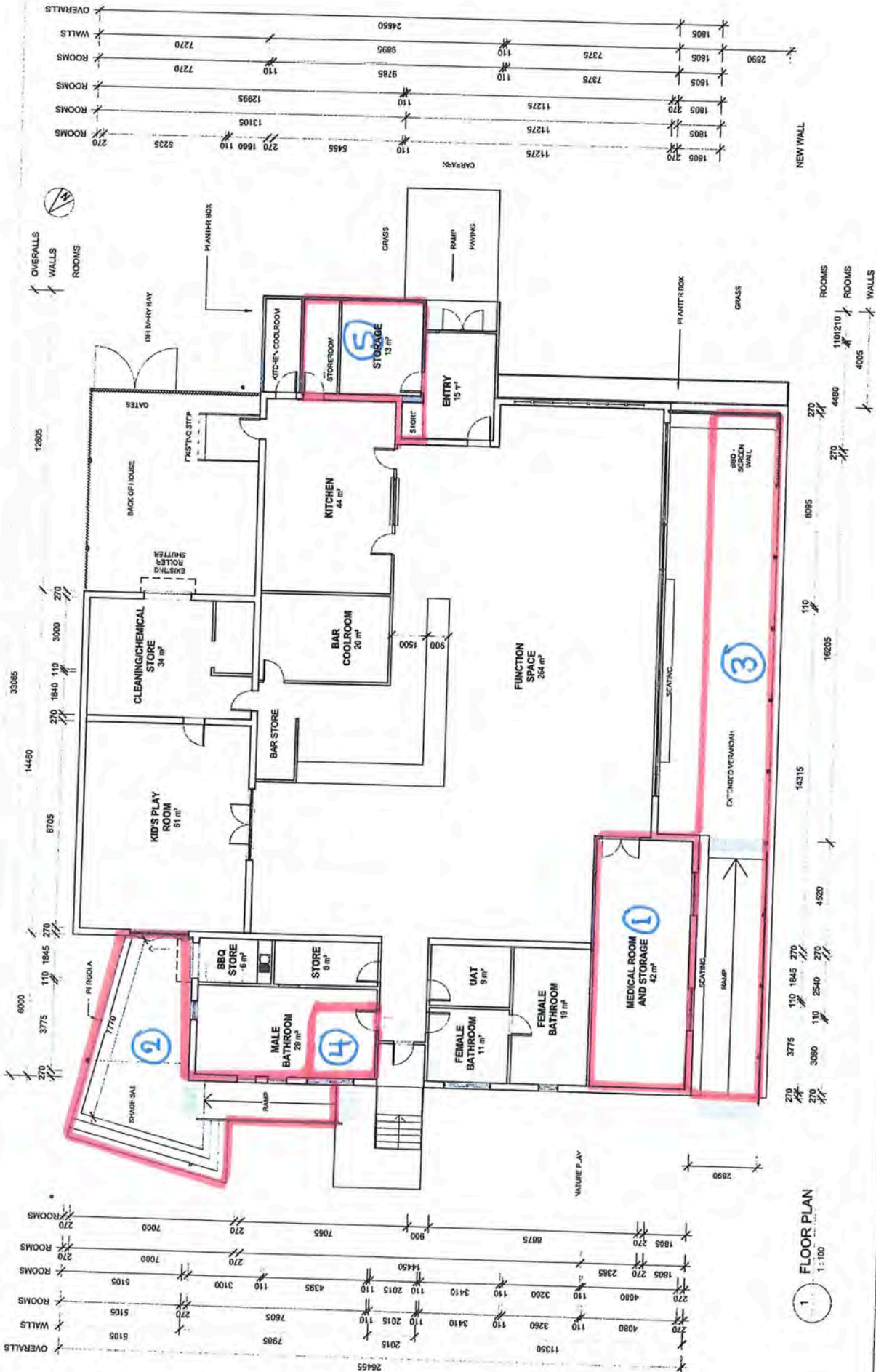
Attached are plans from the architects showing –

- Site Plan – extension to building are shown in Red
- Floor Plan – Proposed project is highlighted in orange and narrated on floor plan as-
  1. Medical room and storage – 42m<sup>2</sup>
  2. Covered access ramp and observation platform– north west corner of plan
  3. Disabled access verandah and ramp – southern edge of plan
  4. Unisex toilet conversion – shown as existing male bathroom.
  5. Office and storage - Shown as storage and kitchen storeroom at the eastern edge of the building



1 SITE PLAN  
1:200

<p><b>EMU POINT SPORTING CLUB</b></p> <p>2 Bldg St, Emu Point WA 6330</p> <p>EMU POINT SPORTING CLUB</p>		<p><b>SITE PLAN</b></p> <p>SK01</p> <p>1:200 @ A4</p> <p>7/2/22</p> <p>20/2/23</p> <p>PK</p>	
<p>WORKS ON THE COMPLOT IN THIS DOCUMENT ARE THE DESIGN, DRAWINGS AND NOT SUITABLE FOR CONSTRUCTION.</p>		<p><b>H+H architects</b></p> <p>ALBANY 9165 5558 KALGOORLIE 0813 319 653 BUNBURY 9778 9000</p>	



**ENU POINT SPORTING CLUB**  
 2805 St. Enu Point WA 6330  
 ENU POINT SPORTING CLUB

**PROPOSED FLOOR PLAN**  
 DRAWING NO: SK03  
 SCALE: 1:100 @ A4  
 JOB NUMBER: 7327-22  
 DATE: 31.10.23  
 PK:

**H+H architects**  
 ALBANY 9842 5558  
 KALGOORLIE 0433 310 653  
 BUNBURY 9778 9600

FORBES IS ON THE COPYRIGHT IN THIS DOCUMENT AND THE DESIGN, UNLESS INDICATED BY THE BUILDING, THESE ARE SCHEMATIC DRAWINGS AND ARE NOT SUITABLE FOR CONSTRUCTION.

## Community Sports & Recreation Facilities (CSRFF) Small Grant Funding Policy

### Objective

The objectives of this policy are to:

- Provide an equitable and transparent framework for the assessment and ranking of CSRFF and Club Night Lights Grant Applications in line with the Department of Local Government, Sport and Cultural Industries guidelines.
- Ensure all Capital Seed grant applications are considered as part of a strategic process to ensure the delivery of quality, sustainable facilities which align with the Councils strategic objectives.
- Provide a framework for the allocation of the Capital Seed Funds to assist with leveraging other funding opportunities and maximising the outcomes for the community.
- Provide a framework for the allocation of the Capital Seed Funds should an applicant be unsuccessful in their application to DLGSCI.
- Limit the City of Albany's contribution to small grant eligible projects to 33% of the total project cost.

### Policy Statements

The City of Albany recognises the importance of providing or facilitating physical activity opportunities through accessible, safe and affordable facilities that meet the identified needs of the community.

The City of Albany will encourage and promote physical activity through:

- The provision or facilitation of reserves and facilities for structured community sport and recreation.
- Providing support to sporting clubs.
- Promotion of joint provision, shared and multi use community facilities.

The City of Albany's Capital Seed Fund aligns with the Department of Local Government, Sport and Cultural Industries CSRFF and Club Night Lights guidelines by:

- Developing [basic infrastructure](#) for sport and recreation.
- Supporting an [increase in participation](#) in sport and recreation with an emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities.
- Supporting [joint provision](#) and [shared use](#) of facilities.



## A. Eligibility

Applicants for CSRFF and Club Night Lights Funding must:

- Be either an LGA or not for profit sport, recreation or community organisation.
- Be incorporated under the WA Associations Incorporation Act 1987.
- Have an Australian Business Number (ABN).

Applicants for Capital Seed Funding must:

- Be a not for profit sport and recreation community organisation within the boundaries of the City of Albany municipality.
- Be incorporated under the WA Associations Incorporation Act 1987.
- Have an ABN.
- Be applying for the DLGSCI Small Grants Round.
- Have discussed their project with Recreation Services, Council Officers.

As per the CSRFF and Club Night Lights Guidelines the types of projects which will be strongly supported for Capital Seed Funds include:

- Upgrade and additions to existing facilities.
- Construction of new facilities to meet sport and active recreation needs.
- Lighting projects.
- Projects which are 'shovel ready'.

Priority will also be given to projects which lead to contemporary models of joint provision, facility sharing and rationalisation

## B. Financial Contribution

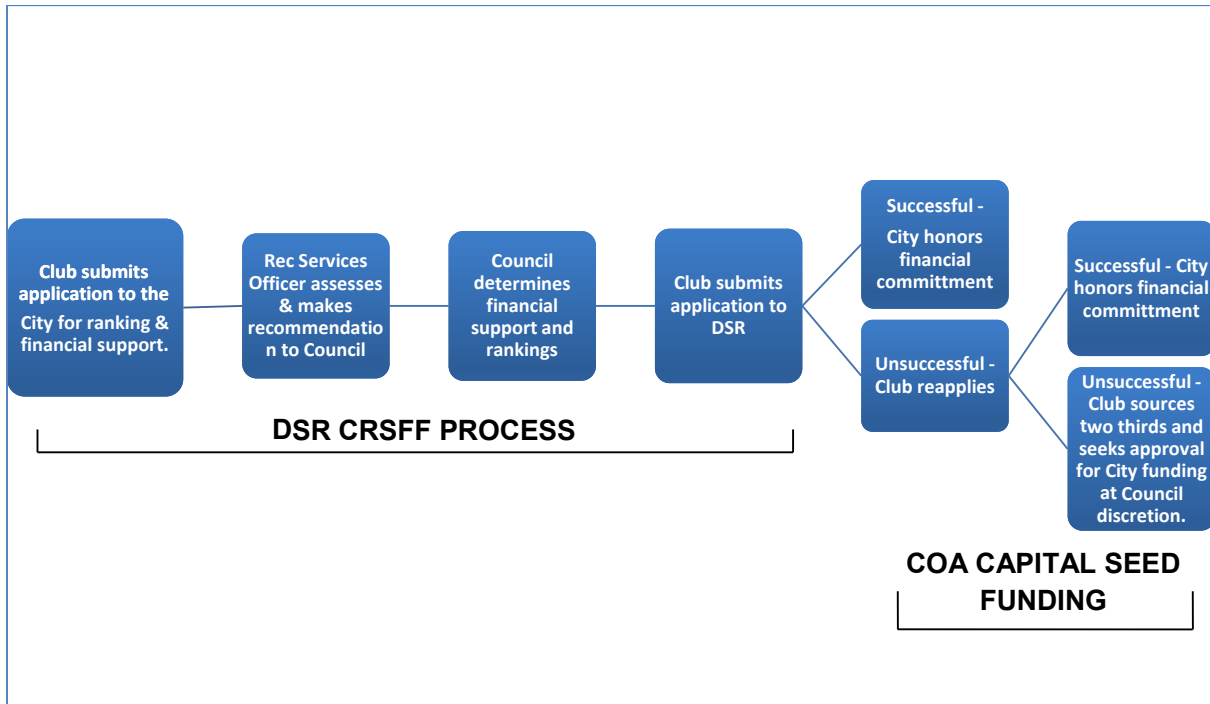
Local government is not obliged to contribute to any successful CSRFF and Club Night Lights projects.

Requests for the Capital Seed Fund may be considered by Council with the following conditions:

- Capital Seed Fund will only be awarded in support of successful CSRFF and Club Night Lights applications.
- A maximum of one third of the total estimated project costs (excluding GST).
- If quotes are inaccurate applicants are responsible for sourcing additional costs.
- Applicants are responsible for understanding and managing the GST component of their grant application.

If an applicant is unsuccessful Council may still consider contributing the maximum one third of the total estimated project costs to an applicant's project with the following conditions:

- The applicant has made at least two attempts to leverage CSRFF.
- The applicant can source the remaining two thirds of the total estimated project costs themselves.



**C. Budget Allocation and Timeframe**

The total Capital Seed Funds budget to be allocated each financial year to be determined on an annual basis. Funds allocated under this policy are able to be accessed up to 16 months from the date of allocation.

Unallocated Capital Seed Funds to be carried forward to the following financial year.

**D. Out of Scope**

This Policy does not reference, influence or impact other funding or financial assistance programs delivered by the City, through City Business Units or other programs that may be delivered from time to time.

**Legislative and Strategic Context**

The CSRFF, Club Night Lights and Capital Seed Funds for community sport and recreation groups directly relate to the City of Albany Community Strategic Plan.

**Responsibility and Policy Custodian Review Position and Date**

Oversight and delivery of activity generated by this Policy is within the Recreation Services Team.

This policy and procedure is to be reviewed by the document owner every two years.

## Associated Documents

All following documents relate to this policy:

- DLGSCI - CSRFF Guidelines and Application Form
- DLGSCI - Club Night Lights Guidelines and Application Form
- DLGSCI - Project Assessment Sheet
- City of Albany Public Health Plan

## Acronyms

<b>CSRFF</b>	Community Sport and Recreation Facility Fund
<b>DLGSCI</b>	Department of Local Government, Sport and Culture Industries
<b>SSA</b>	State Sporting Association
<b>LGA</b>	Local Government Authority

## Definitions: 1

- **Health:** the World Health Organisation defines health as ‘a state of complete physical, mental and social wellbeing and not merely the absence of disease or infirmity.’  
Health and wellbeing take into account the places people live and the policies that shape their lives, as well as the individual lifestyles people pursue.
- **Organised Sport and Recreation:** involves participation in fixtured sporting events (e.g. netball/hockey/football) or activities which require the supervision or expertise of an instructor (e.g. aerobics)
- **Sport Spaces:** provide a setting for formal structured activities. Sport spaces provide a venue for formal structured sporting activities such as team competitions, physical skill development and training. Sport spaces are designed to accommodate playing surface, buffer zones and infrastructure requirements of specific or general sporting activity. Players and spectators attend with the express purpose of engaging in organised sporting activity, training, and competition or watch the game. Most sport spaces can be accessed by community members for informal sport and recreation
- **Recreation:** an activity of leisure for free time often done for enjoyment and can be considered healthy, fun and social
- **Recreation Spaces:** Provide a setting for informal play and physical activity, relaxation and social interaction. Recreation spaces can be accessed by all to play, socialise, exercise, celebrate or participate in other activities that provide personal satisfaction or intrinsic reward.
- **Active Public Open Space:** typically provides for more formal recreational pursuits and organised sporting activities (e.g. ovals, soccer pitches, netball courts). Active spaces within parks may also be hard non-green spaces, such as basketball and tennis courts which are important facilities for physical activity and exercise
- **Incidental Activity:** includes active play and recreation, for example walking the dog, swimming, walking and cycling for recreation, walking for public transport.

<sup>1</sup> Healthy Active by Design [www.healthyactivebydesign.com.au/](http://www.healthyactivebydesign.com.au/)

- **Open Space Classification (from DSR):** based on the function and catchment hierarchy. The function of the space refers to its primary use and expected activities:
  - Recreation spaces – provide a setting for informal play and physical activity, relaxation and social interaction
  - Sport spaces – provide a setting for formal structured sporting activities
- **Nature spaces:** provide a setting where people can enjoy nearby nature and protect local biodiversity and natural area values
- **Co-Location:** Locating/integrating two or more facilities on the same or adjacent sites
- **Facility Sharing:** Locating/integrating two or more groups which utilise the same facility and operate under a shared management structure.

Document Approval			
Document Development Officer:		Document Owner:	
Manager Recreation Services		Executive Director Commercial Services	
Document Control			
File Number - Document Type:	CM.STD.7 – Policy		
Document Reference Number:	NP1766753		
Meta Data: Key Search Terms	Sport, Recreation, Grant, Funding, Ranking, Assessment		
Status of Document:	Council decision: Adopted & Reviewed.		
Quality Assurance:	Executive Management Team, Community Services Committee and Council.		
Distribution:	Public Document		
Document Revision History			
Version	Author	Version Description	Date Completed
1.0	Manager Recreation Services	Adoption Reference: OCM 25/08/2015 Resolution CS022. NP1547269.	01/09/2015
2.0	MGR	Review Reference: OCM 25/02/2020 Resolution CCCS214.	12/03/2020



Department of  
**Local Government, Sport  
and Cultural Industries**

# Community Sporting and Recreation Facilities Fund



## **Policy and procedures**

Local government and  
State Sporting Associations

**2024—2025 Funding Round**

## **Department of Local Government, Sport and Cultural Industries**

### **Perth office**

Gordon Stephenson House  
140 William Street  
Perth WA 6000

### **Leederville office**

246 Vincent Street  
Leederville WA 6007

Postal address: PO BOX 8349, Perth Business Centre WA 6849

Email: [info@dlgsc.wa.gov.au](mailto:info@dlgsc.wa.gov.au)

Website: [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)

This report can be downloaded in PDF format from the Department of Local Government, Sport and Cultural Industries website. Alternative formats are available on request.

### **About DLGSC**

The Department of Local Government, Sport and Cultural Industries (DLGSC) works with partners across government and within its diverse sectors to enliven the Western Australian community and economy through support for and provision of sporting, recreational, cultural and artistic policy, programs and activities for locals and visitors to the State.

The department provides regulation and support to local governments and the racing, gaming and liquor industries to maintain quality and compliance with relevant legislation, for the benefit of all Western Australians.

© Department of Local Government, Sport and Cultural Industries. All rights reserved.

# Contents

<b>Introduction</b>	<b>5</b>
<b>Department of Local Government, Sport and Cultural Industries regional offices</b>	<b>5</b>
<b>Acronyms</b>	<b>5</b>
<b>Definitions</b>	<b>6</b>
<b>Overview of CSRFF program</b>	<b>7</b>
Purpose	7
Eligibility	7
Priority consideration	7
Planning	8
Level of funding	8
Grant categories	9
Special initiatives	9
Assessment factors	10
Development bonus assessment factors	10
Life cycle cost guidelines	10
Sinking fund	11
Exclusions from the fund	11
Applications	12
Procedures for applicants	12
Change of purpose	13
Applicant/grantee name	13
Australian Standards and National Construction Code	13
<b>Funding categories</b>	<b>14</b>
Small grants	14
Forward planning grants	15
Emergency relief funding	16
<b>Grants application process</b>	<b>17</b>
Overview of forward planning grants application process	17
Overview small grants application process	18
Documentation information required for small grants	19
Additional documentation information required for forward planning projects	19
Closing date	19

Funding contributions from local governments and other funding agencies	20
Private land	20
Voluntary labour	20
Donated materials	21
Use of private machinery	22
Requirements of the fund	22
Common questions on eligible items	22
Access on a short term and casual basis	22
CSRFF and schools and tertiary institutions	23
<b>Assessment process</b>	<b>23</b>
Local government involvement in the assessment process	23
State Sporting Associations' involvement in assessment process	24
CSRFF Advisory Committee	24
Conflict of interest	24
<b>Post-approval procedures</b>	<b>25</b>
Local government involvement in post-approval procedures	25
Commencement of projects	25
Procurement requirements for grants	25
Claims and payments	25
Goods and Services Tax (GST)	26
Local government involvement in claims and payments	27
Deferral of approved grant	28
Acknowledgement of State Government contribution	29
Freedom of Information	29
Privacy Act	29
<b>Planned approach to facility provision</b>	<b>29</b>
Decision-making Guide for Community Facilities and Services	29
Local and regional recreation plans, facility planning studies and physical activity strategy plans	29
Community needs assessment	29
Feasibility study	29
List of DLGSC publications	30



## Introduction

This manual has been produced as a guide for local government and State Sporting Association (SSA) personnel who are assisting applicants to prepare their application for a CSRFF grant and/or involved in the assessment process of the CSRFF program.

This manual must be read in conjunction with the current guidelines for a grant application, application forms and Key Principles of Facility Provision.

It is intended that this manual be a practical guide that can be updated as required. Updates may be provided by the Department and will override any previous versions of the manual.

## Department of Local Government, Sport and Cultural Industries regional offices

### Metropolitan

246 Vincent Street, Leederville  
GPO BOX 8349,  
Perth Business Centre WA 6849  
Telephone 08 9492 9700  
Email [info@dlgsc.wa.gov.au](mailto:info@dlgsc.wa.gov.au)

### Gascoyne

15 Stuart Street, Carnarvon  
PO Box 140, Carnarvon WA 6701  
Telephone 08 9941 0900  
Email [gascoyne@dlgsc.wa.gov.au](mailto:gascoyne@dlgsc.wa.gov.au)

### Goldfields

Suite 1, 349-353 Hannan Street,  
Kalgoorlie  
PO Box 1036, Kalgoorlie WA 6430  
Telephone 08 9022 5800  
Email [goldfields@dlgsc.wa.gov.au](mailto:goldfields@dlgsc.wa.gov.au)

### Great Southern

22 Collie Street, Albany WA 6330  
Telephone 08 9892 0100  
Email [greatsouthern@dlgsc.wa.gov.au](mailto:greatsouthern@dlgsc.wa.gov.au)

### Kimberley

#### Broome

Unit 2B, 23 Coghlan Street,  
Broome  
PO Box 1476, Broome WA 6725  
Telephone 08 9195 5750  
Email [kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

#### Kununurra

Telephone 08 9195 5750  
Mobile 0427 357 774  
Email [kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

### Mid West

Level 1, 268-270 Foreshore Drive  
PO Box 135, Geraldton WA 6531  
Telephone 08 9956 2100  
Email [midwest@dlgsc.wa.gov.au](mailto:midwest@dlgsc.wa.gov.au)

### Peel

Suite 94, 16 Dolphin Drive,  
Mandurah  
PO Box 1445, Mandurah WA 6210  
Telephone 08 9550 3100  
Email [peel@dlgsc.wa.gov.au](mailto:peel@dlgsc.wa.gov.au)

### Pilbara

Karratha Leisureplex  
Dampier Highway  
PO Box 941, Karratha WA 6714  
Telephone 08 9182 2100  
Email [pilbara@dlgsc.wa.gov.au](mailto:pilbara@dlgsc.wa.gov.au)

### South West

80A Blair Street, Bunbury  
PO Box 2662, Bunbury WA 6231  
Telephone 08 9792 6900  
Email [southwest@dlgsc.wa.gov.au](mailto:southwest@dlgsc.wa.gov.au)

### Wheatbelt

#### Northam

298 Fitzgerald Street, Northam  
PO Box 55, Northam WA 6401  
Telephone 08 9690 2400  
Email [wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

#### Narrogin

Government Offices  
50 Clayton Road, Narrogin WA  
6312  
PO Box 54, Narrogin WA 6312  
Telephone 0429 881 369  
Email [wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

## Acronyms

<b>ATO</b>	Australian Taxation Office
<b>CNLP</b>	Club Night lights Program
<b>CSRFF</b>	Community Sporting and Recreation Facilities Fund
<b>DDA</b>	<i>Disability Discrimination Act</i>
<b>DLGSC</b>	Department of Local Government, Sport and Cultural Industries
<b>FMA</b>	<i>Financial Management Act</i>
<b>GST</b>	Goods and Services Tax
<b>LCC</b>	Life cycle costing
<b>NCC</b>	National Construction Code
<b>RCTI</b>	Recipient Created Tax Invoice
<b>SSA</b>	State Sporting Association

## Definitions

### **Applicant/grantee**

For the purpose of this manual applicants and grantees are essentially the same entity. The applicant becomes a grantee, once an offer of grant has been accepted.

### **Approval to commence project**

(a) Minister's approval: Minister's approval to allocate the grant.

(b) Building approval: approval to proceed with construction as issued by the local government.

### **Capital upgrade**

Improvement to existing facility not major maintenance.

### **Deferrals**

An extension to expend the funds outside of the twelve (12) months in which they were allocated to be spent – subject to approval.

### **Donations**

Items that are donated, e.g. materials, equipment etc.

### **Financial year**

1 July to 30 June (grants are allocated to 15 June only).

### **Funding round**

The year in which the grant is applied for (forward planning grants can be applied for in the funding round of 2024-2025 and approved for payment in 2025-2026 and 2026-2027).

### **Funding year**

The year in which the grant is allocated for payment, i.e. 2024-2025 is the funding year as mentioned in funding round above.

### **Grant expiry date**

15 June in year of offer.

### **Grantees cash**

All grants must be matched by grantee cash, which can be made up of cash or local government (cash or kind) contribution.

### **Grantees contribution**

All grants can be made up of cash, donations, voluntary labour, local government (cash or kind) contribution, and other grants.

### **Maintenance**

Non capital items. Annual repairs or aggregated annual requests that have not been undertaken.

### **Regional**

A local government listed in Schedule 1 of the *Regional Development Act 1993 (WA)*.

### **Sinking fund**

Established specifically for the replacement and major maintenance of facilities, often referred to as a building reserve fund. This requires an annual contribution equivalent to future replacement cost divided by useful life of asset.

### **Triennium**

A period of three years.

## Overview of CSRFF program

### Purpose

The Community Sporting and Recreation Facilities Fund (CSRFF) exemplifies the State Government's commitment to the development of sustainable infrastructure for sport and recreation across the State.

The purpose of the program is to provide financial assistance to community groups and local government to develop basic infrastructure for sport and recreation. The program aims to maintain or increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well designed and utilised facilities.

Through CSRFF, the State Government will invest \$20 million in the 2024-2025 financial year towards the development of quality physical environments in which people can enjoy sport and recreation. The maximum grant offered for standard grant applications is one third of the total estimated project cost (excluding GST) up to a maximum grant of \$2.5 million.

DLGSC will assess the total eligible cost of your project (excluding GST) from the information provided.

Some applications will be eligible for up to one half of the project cost. This eligibility will be measured against key development principles. Applicants will have to show their eligibility through the development bonus section of the application form. Meeting development bonus criteria will not automatically ensure the applicant is eligible for 50% of the project cost. Applicants will need to return unspent funds to DLGSC in accordance with the terms of the grant agreement.

This manual also covers the Club Night Lights Program (CNLP) which is a \$10 million program over four years (2021-2022 to 2024-2025) which mirrors the CSRFF in both timing and eligibility. The CNLP focuses on floodlighting projects, both upgrades and new installations. This should be read in conjunction with the CNLP guidelines available at <https://dlgsc.wa.gov.au/cnlp>.

### Eligibility

Applicants must either be an local government, not-for-profit sport, recreation or community organisation, incorporated under the *Associations Incorporation Bill 2014* and have an Australian Business Number (ABN).

#### **The land on which the facility is to be developed must be one of the following:**

- A Crown reserve
- Land owned by a public authority
- Municipal property
- Land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public.
- If the applicant is the landowner, the option exists to establish a trust and transfer the land title to the trust. This will achieve protection from the land being sold and it's use remaining for public purposes.

### Insurance

Organisations seeking funding through CSRFF are required to maintain sufficient insurance cover for the duration of the period. A certificate of currency of insurance/s for the coming year should be provided upon application. Please note, for Public Liability Insurance, a minimum value of \$10 million per claim or occurrence giving rise to a claim is required.

### Priority consideration

CSRFF can fund new or upgraded facilities which will maintain or increase physical activity, or result in a more rational use of facilities. Priority will be given to projects that lead to facility sharing and rationalisation. Multi-purpose facilities reduce infrastructure required to meet similar needs and increase sustainability. The program is not designed to provide facilities to meet a club's ambitions to compete in a higher grade.

Examples of projects which will be considered for funding include:

- New playing surfaces e.g. ovals, courts synthetic surfaces etc.
- Floodlighting
- Change rooms and ablutions

- Sports storage
- Clubrooms including social space, kitchen, administration areas and viewing areas. Please note that these areas have a minimal impact on physical activity and would be considered a lower priority.
- Resurfacing of existing sports surfaces. It is expected that facility managers will budget for these items as part of the ongoing operation of the facility, frequently over 7 to 10 years. Resurfacing projects are a low priority and where the applicant has previously been funded through CSRFF, the project is likely to attract reduced funding of 16.66%. In competitive rounds it is unlikely that these projects will receive funding.

## Planning

Applicants must discuss individual projects with DLGSC prior to lodging an application. The emphasis of the assessment factors is on a planned approach to facility provision and will require the applicant to demonstrate need and feasibility/sustainability and to consider planning, design, and management issues to meet that need.

Officers assessing applications will provide a rating against the level of project consultation. Where no consultation has occurred, the rating will be zero.

Close liaison with DLGSC officers must occur throughout the planning process. Applicants should also liaise with their local government and relevant SSA even if they will not be contributing financially to the project.

The Key Principles of Facility Provision explains in depth the principles against which applications for CSRFF funding will be assessed.

## Level of funding

An amount of \$20 million will be allocated in the 2024-2025 financial year. Applicants requesting a forward planning grant in the first year of the triennium must have all planning completed prior to lodgement of the application. This is necessary for the project to commence once approval has been given. Failure to obtain appropriate planning approvals will result in the grant being withdrawn.

The maximum grant offered for standard grant applications is one third of the total estimated project cost (excluding GST) up to a maximum grant of \$2.5 million. DLGSC will assess the total eligible cost of your project (excluding GST) from the information provided. Any ineligible items shown as eligible will be deducted from the eligible project cost. This may result in the funding eligible for your project being less than the amount you have requested.

Some applications will be eligible for up to one half of the project cost. This eligibility will be measured against key development principles. Applicants will have to show their eligibility in the application form. Meeting development bonus criteria will not automatically ensure the applicant is eligible for 50% of the project cost or the maximum grant.

In terms of total project cost, you should make an allowance for cost increases over the period of the project as it is not possible to receive additional funding to meet that cost once the project has been approved. Cost increases can be based on the Building Cost Index (BCI) over the last two to three years. Applicants must also factor regional loading into the total project cost.

DLGSC does not guarantee you will receive the full amount of financial assistance requested or the maximum level of funding. The level of financial assistance offered will be based on the overall significance of the proposed project, including the benefits provided to the community.

Receiving financial assistance under this program does not guarantee future stages of your project will be funded.

There is no obligation on your local government to make a contribution to a community group project however a contribution from all stakeholders (local government or community club/group) in a project that meets local needs will be viewed more favourably.

**Applicants are expected to secure commitments and provide evidence for the balance of funds to meet the total cost of their project at the time of application. If these cannot be demonstrated it is unlikely that a grant will be approved. Applicants will be required to complete their project within an agreed time frame.**

Local governments should make a firm commitment to fund or not to fund a project before the application is submitted to DLGSC. Applicants will need to return unspent funds to DLGSC in accordance with the terms of the grant agreement.

## Grant categories

### Small grants

A grant of between \$2,500–\$200,000 will be allocated to projects involving a basic level of planning. Up to one third of the total project cost can be awarded. The total project cost for small grants must not exceed \$500,000. Grants given in this category must be claimed in the financial year following the date of approval.

Projects with a total project cost of below \$7,500 will be ineligible for funding as it is expected that the applicant should be able to fully fund these.

### Forward planning grants

A grant of between \$166,667–\$2,500,000 will be allocated to the large scale projects where the total project cost exceeds \$500,000 and may require an implementation period of between one and three years. Up to one third of the total project cost can be awarded. Grants given in this category may be allocated in one or a combination of the years in the triennium.

**Note: Maximum grant for small grants may increase if a development bonus is approved.**

## Special initiatives

There is funding allocated from within the \$20 million for special initiatives. This funding will be allocated should sufficient eligible applications be received within the funding round.

### Female facility improvements

\$1 million is allocated within the \$20 million available to projects that improve the usability of facilities for female participants. To encourage female participation funding has been set aside in the funding round for projects that support female participation.

Projects that address this issue, such as the upgrade of change rooms to cater for females including lockable, individual showers and more toilet cubicles in lieu of urinals, will be a priority. Facility audits will also be considered for funding so that a future project can be appropriately scoped and designed.

### Aboriginal projects

\$500,000 is notionally allocated within the \$20 million available to projects that provide sport and recreation infrastructure to remote Aboriginal communities and regional communities with a significant Aboriginal population. Remote aboriginal communities may be eligible for up to 100% of the project cost for high priority projects. Potential applicants must contact their Regional Manager to discuss eligibility.

Organisations apply for these grants using the forward planning or small grant application forms. If the Department receives eligible applications in excess of the allocated amount for either category, these applications will still be considered for funding from the remaining CSRFF funds.

## Assessment factors

The Key Principles of Facility Provision explains in depth the principles against which applications for CSRFF funding will be assessed. All applicants are required to address the questions in the application form. Principles relate to aspects of:

- Project justification
- Planned approach
- Community consultation
- Management planning
- Access and opportunity
- Design
- Financial viability
- Coordination
- Impact on physical activity
- Sustainability.

All projects will be assessed against these key principles, although the information required will vary depending upon the size and type of project. Simple annual projects are required to give information that will allow for an assessor to gain a clear understanding of the project and the justification for doing it.

## Development bonus assessment factors

In order to receive more than one third funding (up to a maximum of one half) or the maximum grant of the project cost, applicants must demonstrate that their project satisfies at least one of four key areas:

1. Location – regional, remote or growth areas
2. Co-location of sports and/or sporting facilities
3. Sustainability initiatives – e.g. water saving, energy reduction
4. Increase participation – new participants, increase participation of existing users, special interest groups participation.

Applicants must complete the development bonus section of the application form to demonstrate that they are eligible for up to 50% funding.

**It is essential that applicants requesting a development bonus discuss their eligibility with DLGSC before applying. Failure to do so will result in your application being unsuccessful.**

## Life cycle cost guidelines

An important part of the funding process is to make sure the community can bear the true cost of running and maintaining a facility well into the future.

Developing a life cycle cost approach when considering your project's parameters will provide you with a solid and informed base from which to make the most effective financial, economic and operationally sustainable decisions. This life cycle assessment should be undertaken in the planning of any project so all parties have an understanding of the upfront, ongoing and replacement costs over the life of the project.

A life cycle cost analysis must be provided for projects with a total cost over \$500,000.

The Department will undertake spot audits of funded projects over their life cycle to ensure than grantees are meeting the obligations they outline in their grant application. Local Governments are encouraged to outline in their project assessments how they will monitor their sporting groups and provide advice to the department on an ongoing basis.

Please refer to DLGSC's Life Cycle Cost Guidelines [www.dlgsc.wa.gov.au/csrf](http://www.dlgsc.wa.gov.au/csrf) or by contacting the Department at [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au).

## Sinking fund

A sinking fund is established by setting aside revenue over a period of time to meet future capital expenses. The annual amount to be set aside is determined by the expected life of the asset using the formula

Expected cost of replacement (including inflation)

Expected number of years before replacement

e.g. A club may set aside \$15,000 from club revenue each year to replace a \$150,000 synthetic surface in 10 years' time.

The responsibility for maintaining and operating a facility rests with the local government, the club or a combination of both. It is important that CSRFF applicants can demonstrate they can maintain the facility by developing a sinking fund for asset replacement. Local governments, as the asset owner, are expected to ensure that part of their assessment of a project includes confirmation they will underwrite any shortfalls.

Resurfacing of existing sporting surfaces is an example of a project where a sinking fund will be required following a successful application. Typically, synthetic sporting surfaces have a life of 7–10 years over which a facility owner/manager is expected to budget for the operation and replacement of the surface at the end of life via the development of a sinking fund and an annual contribution to the fund.

It should be noted that resurfacing projects are a low priority and where the applicant has previously been funded through CSRFF, the project is likely to attract reduced funding of 16.66%. In competitive rounds it is unlikely that these projects will receive funding.

## Exclusions from the fund

Funds will not be available for:

- Projects that commence before approvals are announced.
- Development of privately owned facilities.
- Arts, music, craft and non-physical recreation facilities.
- Facilities considered to be a full State Government responsibility proposed by either government departments, schools or parents and citizen associations, unless there is demonstrated community sporting and recreation need/benefit commensurate with the funding request.
- Recurring maintenance or operating costs of existing facilities.
- Purchase of land, landscaping, carparks and access roads.
- Playgrounds.
- Bikeways or pathways.
- Non land-based facilities, e.g. boat launching ramps, ocean pools and marinas.
- Non-fixed equipment.
- Fixed sports specific equipment (e.g. electronic targets, scoreboards).
- Facilities or fixtures for the express purpose of serving alcohol.
- Projects that do not meet Australian Standards and National Construction Code.
- Projects that have already received a CSRFF grant and are seeking an additional grant to meet cost increases.
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- Projects that have State Government funding in excess of 66.66% of the total project cost.
- Local government overheads, project administration and project management (unless expressly approved in the grant agreement).

Funding may be available from other government departments and agencies for projects that are excluded from the CSRFF program or for components of projects considered ineligible.

## Applications

Receipt of an application does not in any way imply that a grant will be approved. Results of applications are expected to be announced as follows:

**Forward planning grants:** January in the calendar year following lodgement of the application.

**Small grants:** June for applications lodged in February of the same year. November for applications lodged in August of the same year

## Procedures for applicants

### Contacting DLGSC and accessing information

- All applicants must contact their nearest DLGSC office to discuss the project and its eligibility for funding.
- In regional WA, guidelines for a grant application and application forms are available from your nearest DLGSC regional office. See page 5 for a list of DLGSC regional offices.
- In the metropolitan area, guidelines for a grant application and application forms are available from your local government.

### Contacting local governments and SSAs

- If the project is eligible, applicants must contact their local government to discuss the project with recreation/community service/planned works personnel and applicants should also discuss the date by which their application must be submitted. These vary dependent on local processes and council meeting dates.
- Applicants should contact their SSA to discuss the project. SSAs are able to provide advice on issues related to technical specifications.
- Throughout the planning process the applicant must liaise with DLGSC staff to ensure that they address the key principles adequately.

### Submitting an application

- Applications must be lodged with their local government irrespective of whether the local government is contributing to their project. The CSRFF application form must be completed, ensuring that all the questions are answered and supporting documents provided as required. DLGSC will assist applicants to understand what is required.
- Completed applications are to be returned to their relevant local government by the end of August 2023 (or relevant CSRFF small grants deadline).
- Applications to DLGSC from local governments close on 29 September 2023 (or relevant CSRFF small grants deadline).

All applications submitted to DLGSC must have been presented to the local government and endorsed by council, otherwise they will be ineligible for consideration.

### Assessment and approval of application

- Applications are assessed by the relevant local government, DLGSC and SSA. These assessments are provided to the CSRFF Advisory Committee, which considers all applications and provides funding recommendations to the Minister for Sport and Recreation.

### Acceptance of grant

- Successful applicants will be required to complete a grant agreement and comply with any conditions of approval.

### Acquittal of grant

- Applicants are now able to claim 25% of their grant upon the signing of a major works contract. 50% of the grant may then be claimed once expenditure has reached 50%. The final 25% of the grant is to be claimed upon the completion of the project. Grantees are required to demonstrate that the expenditure of funds has occurred prior to submitting a claim for payment.



- CSRFF small grants applicants can receive an upfront grant payment upon the signing of a works contract (copy of signed contract to be provided to the Department) or where no formal works contract exists, payment will be determined on a case by case basis in consultation with the applicant. Upon completion of a project the applicant will be required to acquit the grant by providing the CSRFF claim forms and sufficient evidence of expenditure. If the project is delivered under budget, then grant monies not expended will need to be returned to the Department.

### Change of purpose

Once a project is approved, it cannot change scope or location without consultation and written approval from DLGSC. Ministerial approval is required for any change of purpose to the originally approved grant.

### Applicant/grantee name

Once an application has been approved, it is not possible to change the name of the applicant. If a local government is likely to manage a project, then the local government must ensure that they are the applicant registered on the application form. Once the grant has been approved, payments can only be made to the approved applicant and not to a third party, i.e. the local government who may have managed the project.



### Australian Standards and National Construction Code

All projects must comply with the Australian Standards and National Construction Code relevant to their project. For example, lighting projects are to adhere to the Australian Standards for sports lighting. Universal access is mandatory.

Please refer to DLGSC’s Asset Management Guide, [www.dlgsc.wa.gov.au/csrf](http://www.dlgsc.wa.gov.au/csrf) or by contacting the Department at [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au) for a list of common standards and note that projects that do not meet Australian Design Standards are ineligible for funding. This list may not be complete and applicants must ensure they consult with their local government for any other relevant requirements.

## Funding categories

Only work commenced after announcement of approval is eligible for claim. Refer to Guidelines for Grant Application and small grants application form.

### Small grants

Small grants will be awarded to projects involving a basic level of planning. Up to 50% of the total project cost can be awarded. The total project cost for small grants must not exceed \$500,000. Grants given in this category must be claimed by 15 June in the relevant financial year. Please see page 18 for an overview of the small grants application process.

Examples of small grant projects:

- Cricket pitch and practice wickets
- Storage upgrades
- Changerooms refurbishments
- Safety fences for sport and recreation facilities, i.e. ballistic sports
- Floodlighting projects
- Court resurfacing or upgrades
- Large scale dams, water collection systems and pipelines for distribution (maximum grant offered is \$60,000)
- Various planning studies to a maximum grant amount of \$25,000.

<b>Value of total project</b>	\$7,500–\$500,000, exclusive of GST
<b>Value of grant</b>	Minimum grant of \$2,500 Maximum grant of \$200,000
<b>Management</b>	Generally, small grant projects will not require a facility manager to be assigned to the project.
<b>Planning process</b>	The skills required to plan a project supported by a small grant will be simple and generally readily accessible to the local community.
<b>Impact on the community</b>	Projects are generally local in scale.
<b>Grant funds</b>	Grant funds for small projects must be claimed by 15 June in the relevant financial year. Under the CSRFF small grants program applicants can receive an upfront grant payment upon the signing of a works contract (copy of signed contract to be provided to the department) or where no formal works contract exists, payment will be determined on a case by case basis in consultation with the applicant. Upon completion of a project the applicant will be required to acquit the grant by providing the CSRFF claim forms and sufficient evidence of expenditure. If the project is delivered under budget, then grant monies not expended will need to be returned to the department.

## Forward planning grants

Forward planning grants will be given to the more complex projects that require a planning period of between one and three years. Grants in this category will have a total project cost (exclusive of GST) of over \$500,000 and may be allocated in one or a combination of the years in the next triennium.

CSRFF is a reimbursement system. Only work commenced after announcement of approval is eligible for claim. Refer to Guidelines for Grant Application and application form.

Examples of forward planning grant projects:

- Multipurpose leisure/recreation centre
- Swimming pool – new or major upgrade including heating to allow increased use
- Construction of large synthetic fields
- Playing field construction
- Clubroom – new or major upgrade
- Large ablution block/change rooms.

<b>Funding availability</b>	<p>Most applicants request funding in the first year but few achieve any physical progress. Major projects require time to prepare and for appropriate processes to be followed.</p> <p>Applicants are given the opportunity to indicate their preferred year(s) of claim on the application form, however, as funds are limited, there is no guarantee that their preferred year (s) of claim will coincide with the year of offer. It may also be necessary to allocate funding to some larger projects over two or three financial years. Most projects will have funding allocated in Years 2 or 3 of the triennium.</p> <p>Where applicants request funding in Year 1, all planning documentation must be in place to allow such progress to occur, e.g. architectural drawings, building approvals, other funding.</p>
<b>Value of total project</b>	\$500,001 and over, exclusive of GST.
<b>Value of grant</b>	<p>Minimum grant of \$166,667.</p> <p>Maximum grant of \$2,500,000.</p>
<b>Management</b>	Projects will usually require a full-time or part-time manager to be assigned to the facility in order to control usage and maintenance.
<b>Planning process</b>	<p>The skills required to plan this type of project will be highly developed in a technical and/or administrative sense – some expertise may need to be obtained from outside the local community. Applicants are required to address the questions in the application form. Comprehensive research and planning will be required</p> <p>It is anticipated that forward planning projects will require between one and three years to complete from start to finish.</p> <p>Projects of regional significance should have been identified within a regional sport and recreation facilities plan and are supported by a range of local governments.</p>
<b>Impact on the community</b>	Projects will generally be of either district or regional level.

Note: A development bonus will not impact the grant category that you are eligible for. The project cost should determine the category you will apply for.

## **Emergency relief funding**

There is scope in the CSRFF program for funding to be allocated outside of the normal timeline to projects that reinstate facilities for sport and recreation that are extensively damaged as a result of unforeseen circumstances.

Emergency relief funding is not intended to minimise the requirement of community groups and local governments to adequately maintain their assets. The policy is not intended to negate the need for facility owners to have adequate insurance.

Applicants must be able to demonstrate that the damage to facilities has resulted from an occurrence that could not have reasonably been foreseen. Such occurrences include cyclones, flooding, bushfire, earthquakes, etc. An unforeseen event contained to a particular facility, e.g. building fire, does not qualify for emergency relief. Applicants must provide evidence that they have adequate insurance to protect their asset.

### **Projects ineligible for emergency relief funding**

Projects that commence before applicants are advised of the outcome of their submission are ineligible. Funding will not be considered for projects that have resulted from occurrences that could have reasonably been anticipated. The availability of emergency relief funding in no way minimises the need for community groups and local governments to develop effective asset preservation strategies, or plan for future facility upgrades. In particular, local governments should not assume they are eligible to apply for emergency relief funding should essential, immediate, remedial works to aquatic facilities be required.

Emergency relief funding is not available to assist with capital upgrades. The intent of the funding is to reinstate facilities to a serviceable level. Only in exceptional circumstances will emergency relief funding be provided to improve the standard of facility provision.

# Grants application process

## Overview of forward planning grants application process



<p><b>June 2023</b></p>	<ul style="list-style-type: none"> <li>• Advertising in The West Australian and regional newspapers.</li> <li>• Application forms available from local government (metro area only) and DLGSC offices (regional WA only).</li> </ul>
<p><b>August 2023</b></p>	<ul style="list-style-type: none"> <li>• Applications to be lodged at local government by the end of August 2023. Applicants should check the closing date with their local government, as they do vary.</li> </ul>
<p><b>September 2023</b></p>	<ul style="list-style-type: none"> <li>• Applications are assessed by local government staff and recommendations prepared. Local governments are required to rate and rank all applications they receive in order of priority.</li> <li>• Applications presented at local government council meeting.</li> <li>• Applications must be lodged at DLGSC regional offices by 4pm on 29 September 2023.</li> </ul>
<p><b>October / November 2023</b></p>	<ul style="list-style-type: none"> <li>• Applications are assessed by DLGSC regional managers.</li> <li>• Applications are assessed by State Sporting Associations.</li> </ul>
<p><b>December 2023 / January 2024</b></p>	<ul style="list-style-type: none"> <li>• CSRFF Advisory Committee considers applications and makes recommendations to the Minister.</li> <li>• Hon Minister for Sport and Recreation considers recommendations and grants approvals.</li> <li>• Successful/unsuccessful applicants notified.</li> </ul>
<p><b>1 July 2024</b></p>	<ul style="list-style-type: none"> <li>• Funds available.</li> </ul>
<p><b>15 June 2025</b></p>	<ul style="list-style-type: none"> <li>• Grant must be acquitted (except forward planning grants that have approval to expend the funds in the second and third year of funding).</li> </ul>

**Overview small grants application process**

<b>Winter</b>	<b>Summer</b>
<b>February 2024</b>	<b>July 2024</b>
<ul style="list-style-type: none"> <li>Advertising in The West Australian and regional newspapers.</li> <li>Application forms available from local government (metro only) and DLGSC offices (regional WA only).</li> <li>Applications to be lodged at local government by the end of the month. Applicants should check the closing date with their local government, as they do vary.</li> </ul>	
<b>March 2024</b>	<b>August 2024</b>
<ul style="list-style-type: none"> <li>Applications are assessed by local government staff and recommendations prepared. Local governments are required to rate and rank all applications they receive in order of priority.</li> <li>Applications presented at local government council meeting.</li> <li>Applications must be lodged at DLGSC regional offices by 4pm on the last working day of the month.</li> </ul>	
<b>April 2024</b>	<b>September 2024</b>
<ul style="list-style-type: none"> <li>Applications are assessed by DLGSC regional managers.</li> </ul>	
<b>May/June 2024</b>	<b>October/November 2024</b>
<ul style="list-style-type: none"> <li>Small Grants Committee considers applications and makes recommendations to the Minister.</li> <li>Hon Minister for Sport and Recreation considers recommendations and grants approvals.</li> <li>Successful/unsuccessful applicants notified.</li> </ul>	
<b>15 June 2025</b>	<b>15 June 2025</b>
<ul style="list-style-type: none"> <li>Grant must be acquitted.</li> </ul>	

## Documentation information required for small grants

Minimum requirements are noted below. Applicants may wish to supply additional relevant information.

### Grants \$2,500–\$166,666 where the total project cost (GST exclusive) is \$500,000 or less:

- Application form including responses to questions and the development bonus section if applicable.
- Incorporation certificate.
- Two written quotes. Quantity surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. DLGSC accepts no responsibility for cost variations to projects that were provided grants based on quantity surveyor costs. In remote isolated areas one quote may be considered but this must be discussed with DLGSC. Please note this does not remove the requirement to undertake the appropriate procurement process when undertaking the project.
- If your project involves the upgrade of an existing facility, include a photograph of this facility.
- Locality map, site map and building plans (in relevant constructions projects).
- Site and locality maps outlining where proposed facility is located in relation to other sport and recreation infrastructure (where applicable).
- Income and expenditure statement for the current and next financial years (local governments exempted). If applicable, provide a detailed breakdown of who, where, qualifications and cost of voluntary labour and donated materials.
- Itemised project cost of components including the relevant quote for each.
- Written confirmation of financial commitments from other sources including local government. This can be in the form of council minutes. Approval of other funding that is conditional upon CSRFF funding is not acceptable.
- For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A lighting plan must be supplied showing lux and configuration.

## Additional documentation information required for forward planning projects

### Grants \$166,667–\$2.5 million, where the total project cost (exclusive of GST) exceeds \$500,000:

All of the above and:

- Needs analysis
- Concept design
- Locality map, site map and building plans (in relevant constructions projects) in A3 format
- Feasibility study
- Management plan
- Life cycle cost analysis.

## Closing date

Planning for facility development and provision should be occurring over the long term. The submission period provides time to gather information into a format suitable for assessment. However, planning of the project must commence much earlier.

The closing date for submissions to the local government for forward planning grants is likely to be the end of August. This gives applicants approximately three months to complete and submit their application from the time the round opens. The actual date may vary – please contact your local government to check the date.

However, DLGSC must be allowed adequate time to make assessments.

The closing dates for submissions to the local government for small grants is the last working day of February and July. Please contact your local government to verify the date.

The timetable allows one full month for the local government to process and assess all applications by the appropriate officer, and to be considered at a council meeting of that authority. Contact your local government to confirm this process.

DLGSC regional offices must receive local government assessed forward planning grant applications, with council endorsement, no later than 4pm on 29 September 2023. The deadline for small grants is the last working day of March and August.

Late submissions or submissions made direct to DLGSC will not be considered for funding in that round.

## **Funding contributions from local governments and other funding agencies**

Local governments should make a firm commitment to fund or not to fund a project before the application is submitted.

There is no obligation on local governments to make any contribution to a community group project. However, the State does take this into consideration when assessing the local government's support for the project. Lodging an application does not imply that a local government will provide funding assistance. Applicants must negotiate with local governments if they wish funding. Written confirmation of funding from a local government must be included with the application form. This can be in the form of council minutes.

The maximum CSRFF contribution will be up to one-third of the total eligible (GST exclusive) cost of a project, or the relevant development bonus percentage (up to a maximum of one half) up to a maximum grant of \$2.5 million.

Any local government cash/labour/machinery/materials is to be costed as part of the applicant's cash contribution. However, certain services are considered to be part of the local governments normal function, i.e. shire engineers, administration or finance staff, and costs associated will not be recognised. Local governments will not be funded for planning projects which are undertaken by council staff.

Other State Government contributions i.e. Department of Education, Lotterywest and development commissions etc can be sourced and will be considered as part of the remaining project costs. The local community is expected to make a contribution for a project to meet local needs.

This policy facilitates the joint development of community facilities supported by a combination of State Government departments/agencies, e.g. a smaller community with limited cash resources may now plan for a dual use/joint provision facility using CSRFF, Department of Education and Lotterywest funding with the applicant funding the remainder.

**State Government funding must not exceed 66.66% of the total project cost.**

## **Private land**

The Minister will not normally approve a grant towards a project to be established on privately owned land.

Note: In special circumstances, such as rural communities, a local landowner may donate a portion of their property for the sole purpose of public access to a sport and recreation facility. In this instance, evidence of the owner's agreement to public access onto the property for a period not less than the useful life of the investment is required in the form of a formal lease document. Evidence of approval from the local government is also required. Any such agreement must safeguard and return an appropriate level of funding to the State should public access cease.

Clubs that are exclusive (prohibitive membership costs) by definition if membership or use of the club's facilities is restrictive in any way will not be considered for funding. The onus is on the applicant to demonstrate that membership of the club is available to any member of the public.

It is unlikely that facilities will be developed on land owned by private education institutions.

## **Voluntary labour**

Voluntary labour is work undertaken by people, without compensation or reward.



The value of work undertaken by volunteers can be included in the applicant's contribution. Voluntary labour is allowable up to \$50,000 in value, however the grantee's cash contribution must match any non-cash contribution to the project.

Administration of projects, preparation of applications, claim forms, documentation, etc, is not recognised as a claimable item. In general local government staff hours will not be recognised.

Voluntary labour can be classified as follows:

**Unskilled**

General work is being undertaken where no recognised qualification is required. This includes work that is supervised by a skilled person and labourers.

**Skilled**

A person with a recognised qualification specific to the work to be undertaken, i.e. trades person, grader driver, truck driver, etc.

**Professional**

A person with a formal tertiary qualification specific to the work to be undertaken, i.e. architectural, legal, engineering, surveying work or similar.

**Charge-out rates**

- Unskilled voluntary labour is calculated at a rate no greater than \$25 per hour.
- Skilled voluntary labour is calculated at a rate of up to \$40 per hour.
- Professional voluntary labour is calculated at a rate of up to \$60 per hour.
- Voluntary labour must be recorded on a Schedule of Voluntary Labour, which must be endorsed by the local government. This can be included as part of the overall project cost when making a claim.

**Donated materials**

Donated materials can be recognised as part of an applicant's contribution (see examples at the end of this section). Donated materials must be recorded on a Schedule of Donated Materials, which must be endorsed by the local government.

There is no limit on donated materials, however the applicant's non-cash contribution cannot exceed the applicant's cash contribution to the project.

Any local government cash/labour/machinery/materials is to be costed as part of the applicant's cash contribution, not as voluntary labour or donated materials. However, certain services are considered to be part of the local governments normal function, i.e. shire engineers and administration/finance staff, and costs associated will not be recognised.

Donated materials may not be recognised where:

- The donor is the supplier or contractor involved in the project. It is essential that the applicant completes a valid tender process before considering donations or discounts related to suppliers and contractors.

Note: If the supplier or contractor provides materials at the wholesale price or lower, then the difference between the retail price and the wholesale price may be recognised as a donation, (i.e. it has to be demonstrated that the donor is foregoing their profit component in favour of the applicant/project).

- The intent is to prevent suppliers or contractors simply scaling up components or project costs to secure a greater level of grant.
- The applicant is to provide satisfactory supporting evidence to establish the value of donated material, e.g. a letter or an invoice from the supplier stating the value of the donation and how or on what basis the valuation was made.
- Cash donations form part of a grantee's cash contribution.
- Donated land – neither a local government nor an applicant can claim donated land as part of their contribution.
- Land purchased by the applicant – the funds spent by an applicant on purchasing the land for the facility is not allowable as part of the applicants contribution.
- The donation is a sponsorship.

### Examples of voluntary labour/donated materials

There are a variety of voluntary labour and/or donated materials combinations possible. Applicants must first estimate the total cost of the project and then work backwards to see if the method by which they intend to fund the project is allowable. The most important rules are:

1. CSRFF contribution will not exceed half of the GST exclusive project cost (or the percentage of funding approved as per application).
2. The applicant's non-cash contribution must be matched by the applicant's cash contribution. Local government donations in cash or kind are treated as cash contributions by the applicant.
3. Voluntary labour cannot exceed \$50,000.

### Use of private machinery

Contributions through the use of privately owned machinery such as trucks and loaders can be recognised as part of an applicant's contribution. In kind donations of such machinery must be recorded on a Schedule of Private Machinery Use, which must be endorsed by the local government.

There is no financial limit of the contribution of machinery towards a project, however, the applicant's non-cash contribution cannot exceed the applicant's cash contribution to the project.

Any local government machinery is to be costed as part of the applicant's cash contribution, not as private machinery use.

Private machinery contributions should be calculated at the local government rate applicable to the use of that machinery. Where no local government rate exists, grantees should liaise with DLGSC to determine an appropriate rate.

### Requirements of the fund

For all grants, applicants are required to invite the relevant DLGSC regional manager to sit on any project management committee established. DLGSC shall have the right to request voting rights on any such committee.

Grant recipients agree to the establishment of continuing partnerships with DLGSC and shall assist government departments with any research, evaluation, promotion and usage of the project as requested.

All grant recipients are required to display signage in their project supported by DLGSC funding. See section on acknowledgement of State Government contribution on page 29.

### Common questions on eligible items

In reference to the construction of new buildings or the extension of existing facilities it should be noted that:

- i. Fixed equipment can only be funded when it is deemed to be part of the plant (e.g. pool filter or pool pump).
- ii. Parks and playgrounds are not eligible for funding.
- iii. Project management costs will not be recognised as a volunteer labour expense. This may be considered when an external consultant has been appointed and it has been identified in the original application.

### Access on a short term and casual basis

Clubs must demonstrate equitable access to the public on a short term and casual basis.

The intention of this policy requirement is to ensure that State Government support through CSRFF is used to maximise participation and increase physical activity by the public in sport and recreation activities.

To that end, preference will be given to CSRFF applications which have well developed programs that provide entry level training for the respective activity both for seniors and juniors.

Participation in these training programs should not be dependent on membership of the club or association applying for the grant support.

Preference will also be given to clubs and associations that make CSRFF supported facilities available to non-club members (the general public).

It is the responsibility of the applicant to provide evidence of all such arrangements at the time of application. This may be in the form of an extract from the club constitution, and promotional material for courses, services, facility and equipment hire.

## CSRFF and schools and tertiary institutions

DLGSC strongly supports the principles of joint provision and shared use of infrastructure for sport and recreation. As such, rational joint provision between local governments and schools will be considered. Public tertiary institutions are also eligible to apply for CSRFF support for the development of facilities for sport and recreation where it can be demonstrated that:

- Access to the facility, and for the serviceable life of the facility, is equitable for all members of the community, whether associated with the applicant organisation or not. (ie. Tertiary institution students, staff or graduates should not benefit from preferential pricing structures.).
- The project will increase broad based community participation and physical activity.
- The primary intent of the project is not to increase an institution's marketability to full fee paying students.
- The project for which application is made is consistent with the overall intent of the CSRFF program and conforms to CSRFF policy.

Onus of responsibility for demonstrating compliance with these requirements rests solely with the applicant organisation. DLGSC, at its absolute discretion, will determine the extent to which these requirements are addressed within any application for financial support.

Applications for developments on land owned by private schools are unlikely to be funded. In the rare event that such an approval was given, the security of public funding for the foreseeable life of the facility would need to be guaranteed.

DLGSC encourages applicants to review and utilise the Shared Use Guide available at [www.dlgsc.wa.gov.au/csrf](http://www.dlgsc.wa.gov.au/csrf)

## Assessment process

### Local government involvement in the assessment process

- The CSRFF application form must be submitted through the local government in which the project is located.
- Notwithstanding the difficulties associated with undertaking an assessment, the local government is also required to rate all applications received high, high/medium, medium, medium/low, and low or not recommended. This rating should reflect how worthwhile the project is and indicate its importance on its actual need and benefit to the community.
- The local government project assessment sheet is included in the application form.
- The local government is required to rank, in order of priority, all applications received from within its boundaries.
- The most important application is to be ranked priority number one. Two projects may not be equally ranked. All projects must be given a ranking priority.
- Where council does not wish to endorse a project or is of the opinion that an application has not satisfactorily addressed the key principles of facility provision, they should recommend that the project not be funded, or that it be resubmitted in a later funding round. The local government should state their reasons for the recommendation in the comments section on the project assessment sheet. Their comments are to be precise, relevant and presented as strongly as possible.
- All local government rankings and ratings must be endorsed by council unless otherwise approved by DLGSC. A copy of council minutes confirming financial contribution (if any) must be included with the application form.
- Once the local government project assessment sheet is completed for each application, forward all information to the nearest DLGSC regional office by 4pm on 29 September 2023 for processing (or relevant CSRFF small grants deadline).

**GST issues**

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require that an organisation be registered for GST.

If the applicant is registered for GST, the grant is grossed up with the GST amount.

**State Sporting Associations' involvement in assessment process**

The SSAs will be approached to assess relevant application(s) and provide feedback to the Senior Project Manager – Infrastructure.

- Notwithstanding the difficulties associated with undertaking an assessment, the SSA is required to rate all applications either high, high/medium, medium, medium/low, low or not recommended on the SSA project assessment sheet. This rating should reflect how worthwhile the project is and indicate its importance to the development of the sport/activity.
- Where the SSA is of the opinion that an application has not satisfactorily addressed the key principles of facility provision, they should recommend that the project not be funded, or that it be resubmitted in a later funding round. The SSA should state their reasons for not recommending the project in the comments section on the project assessment sheet.
- The SSA comments section on the SSA project assessment sheet allows their views to be presented as strongly as possible, be precise and relevant in your comments, e.g. “The project directly benefits junior hockey and softball –senior hockey and softball – senior cricket”, or “Even though the facility is called a football pavilion, other groups such as women’s aerobics and kindy-gym will have access to it accordingly a crèche or child minding facility has been incorporated in the plans.”
- The SSA should pay particular attention to the technical specification outlined in the application to ensure that what is proposed complies with all current Australian Standards, conforms to the National Construction Code and code requirements for that sport/activity, represents good value for money and is appropriate.
- Where an applicant is a non-affiliated club the CSRFF Advisory Committee have requested strongly that comment and grading from the SSA are still completed. The SSA must comment on how they work with the applicant towards affiliation if relevant.
- A SSA list of priorities is also required.
- The most important application is to be ranked priority number one. Two projects may not be equally ranked. All projects must be given a ranking priority.

**CSRFF Advisory Committee**

The Minister for Sport and Recreation appoints the CSRFF Forward Planning Advisory Committee each year. The committee consists of a broad range of sport and recreation stakeholders. The CSRFF Advisory Committee deliberations are expected to take one day.

The CSRFF Advisory Committee recommends to whom grants should be given, however, the final decision rests with the Minister. The CSRFF Advisory Committee through the Senior Project Manager – Infrastructure may comment and/or suggest conditions related to why it wasn’t funded, proportionally funded or fully funded.

The CSRFF Advisory Committee, after considering all available project assessments/ratings finalises a recommended schedule of grant offers which most effectively meet the CSRFF objectives. This schedule is then forwarded to the Minister to finalise grant offers.

**Conflict of interest**

All internal assessors, Advisory Committee members and internal payment approvers will be required to disclose any conflicts of interests, consistent with the DLGSC Grant Conflict of Interest Guidelines 2022. This will be administered by the Project Officer – CSRFF and recorded as per the DLGSC Records Management Policy. External assessors should disclose any financial or other serious conflicts that may impact their impartiality.

## Post-approval procedures

### Local government involvement in post-approval procedures

- Local government successful projects to accept the grant agreement for each grant and forward to the nearest DLGSC office by the due date. Providing you agree to the conditions, and to avoid the possibility of forfeiting the grant, the grant agreement must be completed and returned to the nearest DLGSC office by the due date.
- Ensure that a building permit and/or certificate of occupancy is provided to grantees to allow them to acquit their grant.

### Commencement of projects

Projects may commence as soon as the Minister/Premier has announced approvals, the grant agreement has been received by DLGSC regional office and all appropriate conditions have been met.

If a forward planning project has met all conditions it may commence before the year(s) in which the funds have been allocated, however funding is not guaranteed until the year of allocation. Past experience has demonstrated that early completion is unlikely.

Before calling for tenders or signing contracts, one copy of the final plans must be submitted to the nearest DLGSC regional office, together with any required supporting documentation, if the project has materially changed since the time of application. If it is not provided, DLGSC will assume that the funded project is consistent with the original submission. Any subsequent alterations or significant change of plans or specifications must also be submitted to DLGSC for approval from the Minister.

### Procurement requirements for grants

To protect the State Government's investment in infrastructure associated with sport and recreation, and align the CSRFF with the State Government's strategic asset management principles, the following thresholds apply:

- Projects up to \$50,000 must have been awarded on the basis that the Recipient obtained at least three (3) verbal quotes;
- Projects over \$50,000 up to \$250,000 must have been awarded on the basis that the Recipient obtained at least three (3) written quotes; and
- Projects over \$250,000 must have been awarded after a public tendering process, and the Recipient must not "contract split" to avoid this requirement.

Local governments should contact DLGSC should any conflicts arise with their obligations under the Local Government Act 1995.

### Claims and payments

Grantees are required to demonstrate that they have expended the funds equivalent to the full cost of project before CSRFF grants can be paid in full. CSRFF grants are paid to the grantee only. Applicants will need to ensure they are able to carry the full cost of the project for the period between project completion and CSRFF grant payment. Grants must be claimed by 15 June in the year of offer.

A grant may be claimed in full when the project is 100% completed, all payments have been acquitted and evidence of project completion has been forwarded to DLGSC, as appropriate.

or

Applicants are now able to claim 25% of their grant upon the signing of a major works contract. 50% of the grant may then be claimed once expenditure has reached 50%. The final 25% of the grant is to be claimed upon the completion of the project. It is important to note that the CSRFF program still primarily operates on a reimbursement basis. Grantees are required to demonstrate that the expenditure of funds has occurred prior to submitting a claim for payment.

or

Under the CSRFF Small Grants program applicants can receive an upfront grant payment upon the signing of a works contract (copy of signed contract to be provided to the department) or where no formal works contract exists, payment will be determined on a case by case basis in consultation with the applicant. Upon completion of a project the applicant will be required to acquit the grant by providing the CSRFF claim forms and sufficient

evidence of expenditure. If the project is delivered under budget, then grant monies not expended will need to be returned to the Department.

or

Forward Planning Grants may arrange staged payments when at least three times the stage claim has been expended.

The payment milestones will be confirmed in the Grant Agreement. These milestones may be altered by mutual written agreement should there be mutual benefits to both parties to do so.

**Claim requirements**

- Work will only be recognised as part of the grant if it commences after the Minister’s approval of CSRFF funds.
- Claims for payment will need to be supported with details (receipts) that satisfy audit requirements. This can be in the form of remittance advices, paid invoices, financial project management costings or bank statements. Refer to local government involvement in claims and payments on page 27. It is preferred if this information is provided to the department electronically via email [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au)
- CSRFF grant paid will be up to a third of total project costs (or the funded development bonus percentage – the remaining costs may be a combination of payments to contractors and suppliers, volunteer labour and donated materials). The percentage of project cost eligible will be determined at the application stage.
- A claim form, schedule of voluntary labour and schedule of donated materials will be provided. Claims can only be made if you have accepted the terms and conditions of the grant. Voluntary labour cannot exceed \$50,000. Refer to section on voluntary labour on pages 20 to 22.
- Grant payments will be made to the grant recipient only.
- Grant recipients are required to retain financial acquittal statements for at least three years following the date of final claim. The completed project may be randomly audited by DLGSC or the Office of the Auditor General and recipients agree to assist government departments with any research, evaluation, promotion and usage of the project as requested. Refer to the section local government involvement in claims and payments on page 27.
- Recognition of the State Government’s contribution to the project is mandatory and appropriate display material will be supplied by the CSRFF program. Refer to the section acknowledgement of State Government contribution on page 29.
- Early claims for grants may be accepted subject to CSRFF cashflows and ministerial approval.
- Once a project is approved, it cannot change scope or location without consultation and written approval from DLGSC. Ministerial approval is required for any change of purpose to the originally approved grant.

**Goods and Services Tax (GST)**

Where the applicant organisation is an incorporated community group or a local government and is registered for GST, CSRFF grant payments will be grossed up by 10% of the grant amount. The Department will issue the grantee with a Recipient Created Tax Invoice (RCTI) with the grant payment.

Where the applicant organisation is an incorporated community group and is not registered for GST, CSRFF grant payments will not be grossed up by 10% of the grant amount.

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the ATO. Please note depending upon the value of the project and/or grant, the ATO may require that an organisation be registered for GST.

**Recipient Created Tax Invoices**

With regard to Recipient Created Tax Invoices (RCTI), under the grant agreement, DLGSC and the grantee agree that:

1. The recipient can issue tax invoices in respect of the supplies.
2. The supplier will not issue tax invoices in respect of the supplies.
3. The supplier acknowledges that it is registered for GST when it enters into the agreement and that it will notify the recipient if it ceases to be registered.
4. The recipient acknowledges that it is registered when it enters into the agreement and that it will notify

the supplier if it ceases to be registered for GST or if it ceases to satisfy any of the requirements of the Commissioner's determination of the classes of invoices that recipients may issue.

5. The recipient must not issue a document that would otherwise be a RCTI, on or after that date when the recipient or the supplier has failed to comply with any of the requirements of the Commissioner's determination of the classes of invoices that recipients may issue.

Please note that depending on the value of the project and/or grant the ATO may require an organisation be registered for GST. Contact the ATO for further details.

## Local government involvement in claims and payments

Grantee claims for payment must be endorsed by an authorised officer from the local government. This endorsement is to ensure that the applicant has completed the work described, for which the grant was approved, and where appropriate, complies with the local government's standards and by-laws.

Where voluntary labour or donated materials are involved, a Schedule of Voluntary Labour and/or Schedule of Donated Materials are also to be endorsed by that authorised officer. The endorsement confirms the council certifies that these schedules to be a fair and reasonable account of the value of the work performed and/or materials supplied.

Any local government cash/labour/machinery/materials is to be costed as part of the applicant's cash contribution, not as voluntary labour or donated materials. However, certain services are considered to be part of the local government's normal function, i.e. shire engineers and administration/finance staff, and costs associated will not be recognised. Only time worked in addition to standard local government worker hours will be eligible to be claimed. Any local government staff labour or materials must be clearly identified in the original application form to be eligible.

Unskilled voluntary labour should be calculated at a rate no greater than \$25 per hour. Skilled labour can be calculated at a rate of up to \$40 per hour, and labour donated by a professional can be calculated at a rate of up to \$60 per hour. Voluntary labour must be recorded on a Schedule of Voluntary Labour, which must be endorsed by the local government.

A CSRFF grant will not exceed one-third of the completed cost of the project (or relevant development bonus percentage), or the maximum grant offered, whichever is the lesser. Payments will be paid to the grantee only via an EFT payment.

All technical aspects of the project will need to be checked and approved on the claim form by the local government to ensure that the project complies with standards outlined in the National Construction Code, industry standards, government regulations and local by-laws. Where applicable, local government's are required to forward a copy of their building permit and/or certificate of occupancy with the claims for payment.

For example, access for a person with a disability must be provided as per the National Construction Code (NCC). The *Disability Discrimination Act* (DDA) requires that people with disabilities be able to access any building that the public is entitled to enter and use, and access any services and facilities provided in those buildings. The DDA applies to commonwealth, State, and local government as well as the private sector, clubs and other entities.

The claim form and all supporting documentation is forwarded to the nearest DLGSC regional office. Local governments may also be requested to report on project benefits including jobs created, use of local content and actual project impact on physical activity.

## Deferral of approved grant

Funds are allocated for a set period, after which the approval expires. Grantees have applied for money in a certain period and the onus is on them to complete the project within the set period.

Deferral is not automatic. Expiry of the grant offer is most likely to occur. Failure to adequately manage previous grants is part of assessment by DLGSC. A grantee is better to relinquish a grant early in the financial year and reapply in the next funding round than to allow expiry and involve DLGSC in protracted discussions.

The financial year in which funds are to be claimed should not be varied. In extraordinary circumstances, by consultation with the regional manager, an extension may be possible. A detailed explanation of circumstances is required. Grantees are expected to nominate a date by which the project will be completed or they will relinquish all claims to the grant. New project milestones need to be provided. A realistic finalisation date will be negotiated. Funds, which are not claimed within this time frame, may be withdrawn. Deferral is subject to approval by either the Senior Project Manager – Infrastructure, the Manager - Community Infrastructure or the Executive Director - Infrastructure.

Given the significant impact deferrals can have on the management of the fund, there is no guarantee that any deferral will be approved.

**Deferral is not appropriate where the project has been completed and the grantee has simply not submitted claims and the necessary paperwork.**

### Deferral categories

The four (4) standard conditions for deferrals are:

1. The grantee has received substantially less than the grant applied for. A standard 12 month deferral on request may be permitted in these circumstances to allow for additional planning to take place (example \$385,000 requested, \$250,000 approved).
2. A natural occurrence (fire, flood, drought or like event) has rendered the project untenable in the year that funding was approved.
3. A significant change to a project which results in a far greater benefit to the community is proposed by the grantee (the onus is on the grantee to demonstrate the benefit. DLGSC can approve a deferral but not a change in purpose, a change in purpose requires Ministerial approval).
4. The project has been delayed but is commenced within the original year and will be completed early in the following year (a project should be substantially underway i.e. 50% or near 50% complete. Please include some detail as to the reason for the delay).

When a deferral is requested the following information must be provided in an email:

1. Details outlining the reasons for the delay and a request to defer funding.
2. Confirmation and approval of the final design of the facility.
3. A firm project timeline including a revised completion date which must be adhered to.
4. Confirmation that all planning and funding approvals have been obtained allowing the project to progress.




## Acknowledgement of State Government contribution

The State Government, through DLGSC, provides a significant contribution to the sustainability and development of the sport and recreation industry. This is achieved through financial assistance and the provision of expertise, advice and services. It is important that successful grant applicants recognise the State Government during the funding relationship.

All successful grant applicants are required to abide by the grant acknowledgement requirements issued by DLGSC.

All material must contain the wording:

 <p>Department of <b>Local Government, Sport and Cultural Industries</b></p> <p>GOVERNMENT OF WESTERN AUSTRALIA</p>	<p><b>This community project was supported by the State Government through the Department of Local Government, Sport and Cultural Industries.</b></p>
--	---

## Freedom of Information

DLGSC will adhere to the provisions of the *Freedom of Information Act 1992* in relation to requests for information originating in the Department. Information not originating in the Department but provided to the Department will not be released without prior consultation with the relevant organisation.

## Privacy Act

All information provided to DLGSC and gathered during the grant assessment process will be stored on a database that will only be accessed by authorised department personnel. The database is subject to privacy restrictions in accordance with the *Privacy Act 1998* (Commonwealth) and the *Freedom of Information Act 1992*.

## Planned approach to facility provision

### Decision-making Guide for Community Facilities and Services

This decision making tool has been prepared to assist in determining the need for and feasibility of community and recreation services. It has been developed so that it can be used by planners or user groups with a range of skills and experiences.

### Local and regional recreation plans, facility planning studies and physical activity strategy plans

CSRFF funding is available up to a maximum of \$25,000 for facility planning studies, the development of local and regional recreation plans, and physical activity strategy plans. Local and regional planning exercises will essentially identify the recreation needs of the community, what opportunities exist in the community and what action is necessary to meet the needs identified. Ideally, local and regional plans will have been prepared prior to any detailed planning of a specific facility.

### Community needs assessment

A community needs assessment is the vital first step in the facility planning process and it should be undertaken to determine:

- The potential need for a project which has been proposed or is being discussed within the community.
- To assess the sport and recreation needs of the community within a particular area.

Essentially, a needs assessment asks where we are now, where do we want to be and how do we get there.

### Feasibility study

Depending on the complexity of the project, a feasibility study will be required. The maximum level of CSRFF funding for feasibility studies is \$25,000. DLGSC funding for feasibility studies will be conditional on the DLGSC Regional Manager's participation on the project management committee and approval of the final study brief.

Costs for specific testing, as part of studies on particular types of facilities such as pools, specifically core testing of the pool bowl, will be included up to a maximum of \$5,000. You must discuss these costs with your DLGSC Regional Manager to ensure they will be considered eligible.

No part of a CSRFF grant can be used to pay for development of an application for a CSRFF grant.

## List of DLGSC publications

The following publications are available to assist you on the Department's website [www.dlgsc.wa.gov.au/csrf](http://www.dlgsc.wa.gov.au/csrf) or by contacting the department at [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au).

- Management Plan Guide
- Feasibility Study Guide
- Facility Planning Guide
- Life Cycle Cost Guidelines
- Asset Management Guide
- Decision Making Guide
- Needs Assessment Guide
- Case Studies
- Focus Papers
- Synthetic surfaces



Department of  
**Local Government, Sport  
and Cultural Industries**

**Department of Local Government,  
Sport and Cultural Industries**

**Perth office**

Gordon Stephenson House  
140 William Street  
Perth WA 6000

**Leederville office**

246 Vincent Street  
Leederville WA 6007

Postal address: GPO BOX 8349,  
Perth Business Centre WA 6849

Email: [info@dlgsc.wa.gov.au](mailto:info@dlgsc.wa.gov.au)

Website: [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)



<b>TO:</b> City of Albany	<b>FROM:</b> Tom Moir
<b>CC:</b> Mitchell Green	<b>DATE:</b> 25 <sup>th</sup> July 2023
<b>SUBJECT:</b> CSRFF – Independent Review Request	

**PURPOSE**

Review of the City of Albany’s project ranking process and recommendations for the 2023 funding round.

**REVIEW**

Two applications were reviewed against the City of Albany’s *Community Sports and Recreation Facilities (CSRFF) Small Grant Funding Policy* and the Department of Local Government, Sport and Cultural Industries *Community Sporting and Recreation Facilities Fund Policy and Procedures: Local government and State Sporting Associations 2022-2023 Funding Round*.

The two applications assessed were:

- **Green Range Country Club – Bowling Green Revitalisation Project**
- **Emu Point Sports and Community Centre – Clubhouse Redevelopment Project**

Both of the applications met the requirements of the City’s CSRFF policy and the DLGSCI’s CSRFF Policy and deemed eligible for funding.

Both applications also aligned with the City of Albany “*Albany 2030 Community Strategic Plan*”, namely:

**Objective 4.3: To develop and support a healthy inclusive and accessible community.**

**Community Priorities**

**4.3.1** Develop a range of activities and facilities that connect people, promote a healthy community and are appropriate for all ages.

We know we are succeeding when: Our community increasingly uses community spaces to meet and participate in healthy activities.

**4.3.2** Encourage and support volunteers and community groups to grow an active volunteer base that is supported and valued.

We know we are succeeding when: Volunteering and participation in community organisations increases.

**RANKING OF PROJECTS**

RANK	ORGANISATION	PROJECT DETAIL	OVERALL PROJECT RATING
1	Green Range Country Club	Replacing the surface on the Bowling Rink	<p>Well planned and needed by the applicant. This project meets the criteria for the Community Sports and Recreation Facilities Policy and CSRFF Guidelines. The project is a high priority and based on hierarchy of facilities this project is ranked 1 of 2.</p> <p>The project will increase participation, reduce travel, increase club viability and have a benefit to the environment.</p> <p>Other options were considered however none were viable due to impact on local environment (excessive watering), impact on local health and wellbeing (not being able to play during after hours with no lighting) and increase in travel (having to travel 70km to nearest alternative facility)</p> <p>Considerable input by the local community both in-kind and using local services.</p> <p>Location is moderately accessible (close to remote)</p> <p>Community has recently experienced extreme weather conditions at both ends of the scale (recent droughts and floods) impacting morale.</p> <p>Anecdotal evidence of the benefits of plenty of other successful synthetic refurbishments of bowling greens through the Great Southern region (ie: Borden)</p>
2	Emu Point Sports & Community Centre	Upgrade and Redevelopment of change rooms & Ablutions Inclusive, Unisex & Multi-use facility	<p>Well planned and needed by the applicant. This project meets the criteria for the Community Sports and Recreation Facilities Policy and CSRFF Guidelines. The project is ranked as a high priority and based on hierarchy of facilities this project is ranked 2 of 2.</p> <p>The project addresses ageing infrastructure and will assist to address access and inclusivity within the club.</p> <p>NDIS benefits for aging and disabled community, benefiting community and health and wellbeing.</p>

			<p>Other options were considered such as building a brand new premises but costs were prohibitive and risk was high</p> <p>Location is moderately accessible, being in Albany.</p> <p>Aging structure built in 1974 with little to no improvements since.</p>
--	--	--	---

**RECOMMENDATION**

As an independent reviewer of the rankings for CSRFF projects based on the CSRFF guidelines and City of Albany policies, I agree that the projects should be ranked in the following order:

- **Rank 1 of 2 – Green Range Country Club**
- **Rank 2 of 2 – Emu Point Sports and Community Centre**

If you have any questions or require further information, please don't hesitate to contact me.

Kind Regards,



Tom Moir  
 Independent Reviewer  
 M: 0427 425 872

# southerly magazine

---

## BRIEFING NOTE

<b>TO:</b> City of Albany	<b>FROM:</b> Wayne Harrington
<b>CC:</b> Mitchell Green	<b>DATE:</b> 25 July 2023
<b>SUBJECT:</b> CSRFF – Independent Review Request	

### **PURPOSE**

Review of the City of Albany’s project ranking process and recommendations for the 2022 funding round.

### **REVIEW**

I have reviewed three applications were against the City of Albany’s *Community Sports and Recreation Facilities (CSRFF) Small Grant Funding Policy* and the Department of Local Government, Sport and Cultural Industries *Community Sporting and Recreation Facilities Fund Policy and Procedures: Local government and State Sporting Associations 2023-2024 Funding Round*.

The three applications assessed were:

- Emu Point Sports and Community Centre – Club House Redevelopment Project.
- Green Range Country Club – Bowling Green Revitalisation Project.

Both applications meet the requirements of the City’s CSRFF policy and the DLGSCI’s CSRFF Policy and deemed eligible for funding.

The applications also aligned with the City of Albany “*Albany 2030 Community Strategic Plan*”, namely:

**Objective 4.3: To develop and support a healthy inclusive and accessible community Community**

### **Priorities**

- 4.3.1** Develop a range of activities and facilities that connect people, promote a healthy community and are appropriate for all ages.

We know we are succeeding when:

Our community increasingly uses community spaces to meet and participate in healthy activities.

**4.3.2** Encourage and support volunteers and community groups to grow an active volunteer base that is supported and valued.

We know we are succeeding when:

Volunteering and participation in community organisations increases.

**RANKING OF PROJECTS**

RANK	ORGANISATION	PROJECT DETAIL	OVERALL PROJECT RATING
1	Green Range Country Club – Bowling Green Revitalisation Project	Replace grass bowling green with a synthetic surface and installation of a new fence.	<p>A well thought out and planned project. The move to a synthetic surface from grass will allow members to play 12 months of the year, also reduce the burden on volunteers/ members to prepare greens and allow members and visitors to enjoy the facility and to spend more time socially with physical and mental health benefits.</p> <p>The change will allow enable more participation, bring about more community events plus enhancing the other facilities such as the golf course and ovals</p> <p>Club has a membership base of 103 which is excellent in a small community.</p>
2	Emu Point Sporting Club – Club House Redevelopment Project	Redevelop existing changeroom and ablutions, improve accessibility issues with access ramps and observation platforms and additional office and storage space.	<p>This project has demonstrated a high level of planning and club member involvement and is strongly supported by the Emu Point Sporting Club members. It is envisaged this project will have longer term outcomes by expanding recreation opportunities to the wider public and visitors to Albany.</p> <p>As a tourist destination, with a growing population, Albany will continue to attract new members to sporting clubs.</p> <p>The improved facilities would allow increased capacity for the club to host events and better cater for its demographic.</p> <p>The facility is currently well used and enjoys a membership of 118 members.</p>



**RECOMMENDATION**

**As an independent reviewer of the rankings for CSRFF projects based on the CSRFF guidelines and City of Albany policies, I agree that the projects should be ranked in the following order:**

- **Rank 1 of 2 – Green Range Country Club**
- **Rank 2 of 2 – Emu Point Sports and Community Centre**

If you have any questions or require further information, please don't hesitate to contact me.

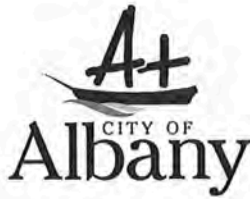
Kind Regards,



**WAYNE HARRINGTON**

Publisher

Southerly Magazine



Offices:  
Postal Address:  
Telephone:

102 North Road, Yakamia  
PO Box 484, ALBANY WA 6331  
(08) 6820 3400

**MEMORANDUM**

---

**TO** : Mitchell Green – Manager of Recreation Services  
**FROM** : John Pouwelson – City of Albany  
**DATE** : 24 July 2023  
**SUBJECT** : CSRFF – Independent Review

---

**Purpose:**

To review the City of Albany’s project ranking process and recommendations for the 2023 CSRFF Small Grant Round.

**Review**

The City received two applications for this round of CSRFF, these applications being;

- Green Range Country Club – Bowling Green Enhancement Project
- Emu Point Sporting and Community Club – Facility Upgrade Project

Both applications were reviewed against the City of Albany’s Community Sports and Recreation Facilities (CSRFF) Small Grant Funding Policy and the Department of Local Government, Sport and Cultural Industries Community Sporting and Recreation Facilities Fund Policy and Procedures: Local government and State Sporting Associations 2022-2023 Funding Round.

Both applications met the requirements of the City’s CSRFF policy and the DLGSCI’s CSRFF Policy and deemed eligible for funding.

**Ranking of Projects**

In this process I was guided by the priority ranking of the City of Albany and the project qualifying under the CSRFF guidelines as well as the funding mix.

Ranking of Projects;

- Priority 1. Sporting Surfaces;
- Priority 2. Sports Lighting;
- Priority 3. Storage/Changerooms/Toilets; and
- Priority 4. Supporting Social Amenities.

RANK	ORGANISATION	PROJECT DETAIL	OVERALL PROJECT RATING
1	Green Range Country Club – Bowling Green Revitalisation Project	Replace grass bowling green with a synthetic surface and installation of a new fence.	<p>Well planned and needed by the applicant. The project is a sporting surface application and therefore ranks priority 1 (see highlighted above)</p> <p>The project addresses issues of a social / mental health / community connection for a geographically isolated location.</p> <p>This project meets the criteria for the Community Sports and Recreation Facilities Policy and CSRFF Guidelines. The project is a high priority and based on hierarchy of facilities this project is ranked 1 of 2</p>
2	Emu Point Sporting Club – Club House Redevelopment Project	Redevelop existing changeroom and ablutions, improve accessibility issues with access ramps and observation platforms and additional office and storage space.	<p>Well planned and needed by the applicant.</p> <p>This project meets the criteria for the Community Sports and Recreation Facilities Policy and CSRFF Guidelines.</p> <p>The project is ranked as a priority 3 (storage/change rooms / toilets) and based on hierarchy of facilities this project is ranked 2 of 2.</p> <p>The project addresses the issue of inclusivity and accessibility for members.</p>

**Recommendation:**

As an independent reviewer of the rankings for CSRFF projects based on the CSRFF guidelines and City of Albany policies, I agree that the projects be ranked in the following order:

- Rank 1 of 2 – Green Range Country Club
- Rank 2 of 2 – Emu Point Sporting and Community Club

If you have any questions or require further information, please don't hesitate to contact me.

Kind Regards,

John Pouwelson





## **CITY OF ALBANY**

# **CLIMATE CHANGE ACTION DECLARATION**

*The City of Albany acknowledges the contribution of the Youth Advisory Council in the development and review of this Climate Change Action Declaration.*

### THE CITY OF ALBANY ACKNOWLEDGES THAT:

- Climate change is occurring and requires immediate and urgent action.
- Climate change will continue to have significant effects on the Albany environment, society and economy.
- Local government plays an important role towards eliminating carbon emissions through our own actions and advocating for change within the community.

### THE CITY OF ALBANY SUPPORTS THE:

- Environmental, social and economic benefits of addressing climate change immediately.
- Development and implementation of local, state and federal policies for climate change action.
- Ongoing delivery of the actions relating to climate change in the Albany Community Strategic Plan and Corporate Energy Plan.
- Science that underpins climate change and recognises the Intergovernmental Panel on Climate Change (IPCC) key areas of influence that impact the City of Albany.

### THE CITY OF ALBANY WILL:

- Develop a tool to measure and report on corporate and community greenhouse gas emissions.
- Develop a Roadmap to Net Zero targeting 2050 with interim targets for 2030 for the City of Albany and the community.
- Advocate to state and federal government to implement key climate change actions.
- Develop communications to engage, encourage and empower the Albany community on climate change actions.
- Engage with the Youth Advisory Council and wider community on climate change initiatives.
- Review the Climate Change Action Declaration every two years to ensure it remains relevant to community priorities and any changes to key focus areas outlined by the IPCC.

SIGNED:

DATE:

---

Mayor of Albany Dennis Wellington

CITY OF ALBANY  
**PERCENT FOR ART  
DEVELOPER'S GUIDELINES**



# CITY OF ALBANY POLICY: HOW IT WORKS

Developers have an important role to play in improving a shared public space. Collaborations with professional artists are critical to the success of public art projects.

The City of Albany adopted Percent forArt guidelines in 2016. Developers are required to contribute to public art in accordance with construction.

The policy currently requires most developments and projects over the value of \$1,500,000 to allocate 1% of the total project cost for the development of new Public Artworks which reflect or enhance local cultural identity.

This contribution will cover:

- Engagement of an art consultant (not to exceed 15% of overall contribution)
- Professional artist fee
- All material costs
- All insurances and installation costs
- Site preparation
- Documentation of the artwork
- Attribution plaque

It is recommended that developers select and work with a professional artist early on in the project to ensure artworks are well located and installed in conjunction with the planning and building requirements.

It is a condition of approval that the artwork is installed prior to the first occupation of the development unless otherwise agreed to by the City of Albany.

## CONTRIBUTION OPTIONS

### OPTION: 1

Developers choose to co-ordinate and deliver the artwork themselves with the engagement of an art consultant.

### OPTION: 2

Developers choose to pay the fee to the City of Albany and they will co-ordinate and deliver the artwork.



DEBORAH CECCARONI - York St laneway - 2015



## THE VALUE OF PUBLIC ART: WHY IS IT IMPORTANT?

**Free** – be open to all ages, genders, language speakers and cultural groups.

It is **available 24/7** and can include both day and night statements.

Can create **community pride**

**Photo opportunity** for visitors to the region

**Revenue raising** tool – bringing in visitors specifically to view it

Visual mechanism for **understanding other cultures**, other environments

**Connects people** to other members of their community – artists to architects, etc.

**Values artists** as important contributors to our society

**Activate under-utilised spaces** and redirect flow of pedestrian traffic

**Build Cultural Identity** – Assist in the development of a unique and specific location

It can provide a **new way of looking** at an old space.

It can **raise awareness** of important issues – such as the environment. This helps build community identity through shared consciousness

Creating **employment opportunities**

Can be **educational** with historical and technical data.

**Encourage conversation** – both from those that love it and those that hate it.

It can become a **meeting point**

Can provide a **positive impact** on someone's mood

# WHAT CAN PUBLIC ART LOOK LIKE?



It does not have to look like your idea of public art – bronze heroes have had a long history (and are very expensive) – Be prepared to try something new – like video projections or suspended sculptures or night lighting statements, etc.

**It's not forever** – Places don't stay the same so why should art have to be around forever.

**Create a community** – Be wary of predefining a community – you may be surprised who takes ownership of the space.

**Make a Place** – create an identity for a site that has previously not had a strong identity. Who in this area will be your main audience?

**Quiet solitary moments** can have as much strength as bombastic loud statements. A memorial site can still be considered public art.

It can be **so much more than decoration** – Smart urban design is imperative to our local environment – a designer and an artist are not necessarily the same being. They are both important contributors to a public space.

**Trust the judgement of artists** – they are trained to perceive, and often have years of experience under their belts, even if it is your first time.

**Embrace the opportunity** to do something different in your world.

**Public art is not a way-finder** but it has the capacity to affect a space and shape people's perceptions.

**Not everybody has to like it** – the best conversations can come out of differences of opinion.



CHAD MARWICK - York St laneway - 2016





# FORMS OF PUBLIC ART

Public art takes many forms, including (but not limited to) sculpture, painting, installation, multimedia, sound performance or may be integrated into architectural surfaces and landscapes.

The major categories of public art are stand-alone, integrated, applied and installation, though the boundaries between them may overlap.

## STAND-ALONE

Describes artworks that are three dimensional and freestanding rather than embedded into the structure of a building or built space. The work may be a singular piece, a series of related works or an installation. Works of this nature have traditionally been associated with permanent materials (such as marble or bronze); however contemporary artists have expanded their practise to include materials such as found objects.

## INTEGRATED

Refers to art that is integrated into a building, built space or landscape element. The work has the potential to span both the interior and exterior spaces of the built structure. Integrated artworks may also assist in defining or separating space but is not intended to replace functional or other decorative aspects essential to the overall development design (e.g. seating)

## APPLIED

Refers to work that is applied to an interior or exterior surface. This may include commissioned paintings, tapestries and murals.

## INSTALLATION

Is when the artwork and the site are integral to each other. The artwork could be comprised of a number of elements but the ensemble may be viewed as a whole. The space may be created with a particular work in mind, or the artists may respond to a given space (e.g. Antony Gormley's 'Inside Australia', Lake Ballard).



STAND-ALONE



INTEGRATED



APPLIED



INSTALLATION

# DEVELOPMENT APPROVAL PROCESS

The following steps will assist you with the artwork procurement process:

- Development application approved with requirement for public art contribution.
- Request either Contribution Option 1 or 2 for the artwork.
- Consult with the City regarding your ideas and complete an Application for Artwork approval.
- If Option 1 is selected, engage an art consultant to procure the public artwork.
- Decide on the Commissioning process. This can be as an Expression of Interest open to everyone, or from a small selection of invited artists or via a direct artist commission.
- Professional Artist contracted and agreement signed.
- Design Documentation is submitted then approved.
- Approval process with the City is completed. Please note additional planning or building approvals may be required prior to the installation of the artwork.
- Artwork is installed and inspected
- Artwork acknowledgment plaque is installed on or near the artwork citing – Artist's name, year of the commission, artwork title,
- Final information of artwork, maintenance requirements and photo documentation provided to the City for Public Art register.

It will be a condition of planning approval that the artwork be installed prior to the occupation of the development, unless otherwise agreed to by the City.



## WHAT ARTWORKS WILL NOT BE APPROVED ?

- Business logos
- Directional elements – signage
- Works not in clear public view
- Mass produced equipment and art objects
- Landscaping elements or architectural elements that would have their own budget allocation
- Artworks which block the flow of pedestrians into business premises
- Artwork that contains content that is considered offensive

ANDREW FRAZER – York St laneway – 2016

# ARTIST COMMISSIONING PROCESS

We recommend that an art consultant is used to manage the commissioning process for the artist through to the installation of the artwork. The City can supply you with a list of art consultants if you wish.

Depending on the budget and the timeframe, the consultant will work out the best method to engage a professional artist.

There are three options for the engagement of an artist. These are:

## OPEN EXPRESSION OF INTEREST (EOI)

In liaison with the City's Arts and Culture team, the art consultant will advertise an EOI with an artist brief for the project. A small number of artists from the EOI pool will be invited to put forward a full proposal for the brief. The preferred artist will be selected and commissioned.

## SHORTLIST

The consultant will invite three or four professional artists to put forward a full proposal for the brief. The preferred artist will be selected and commissioned.

## DIRECT COMMISSION

The art consultant in liaison with you, will contact an experienced professional artist directly. (This approach is only used when there is a very specific brief that requires a particular skill set. It is generally used for small budget projects).

## CRITERIA FOR COMMISSIONING

The artworks should:

- Reflect a consideration for local infrastructure, culture and the environment.
- Be designed by a Professional Artist (definition on the following page) and be unique.
- Be made from robust materials that are structurally sound.
- Be designed, fabricated and installed to meet relevant safety and longevity requirements.
- Take note of the list of artworks that will not be approved.
- Be completed and installed prior to the first occupation of the new development.

## PLAQUE INFORMATION

Once the artwork has been installed, it is a requirement of the developer to create and place a plaque on or near the artwork which contains at least the following information:

Artist name, artwork title (if applicable), materials and year of installation

## FOR FURTHER INFORMATION

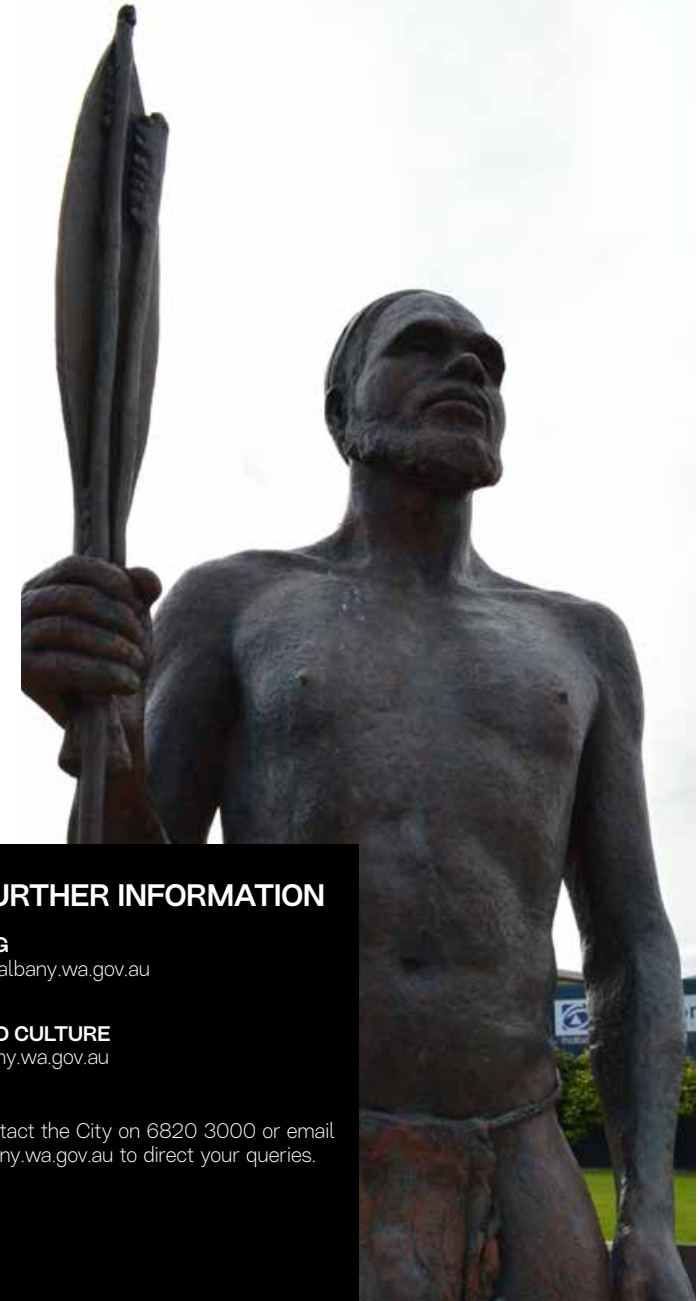
### PLANNING

[planning@albany.wa.gov.au](mailto:planning@albany.wa.gov.au)

### ARTS AND CULTURE

[arts@albany.wa.gov.au](mailto:arts@albany.wa.gov.au)

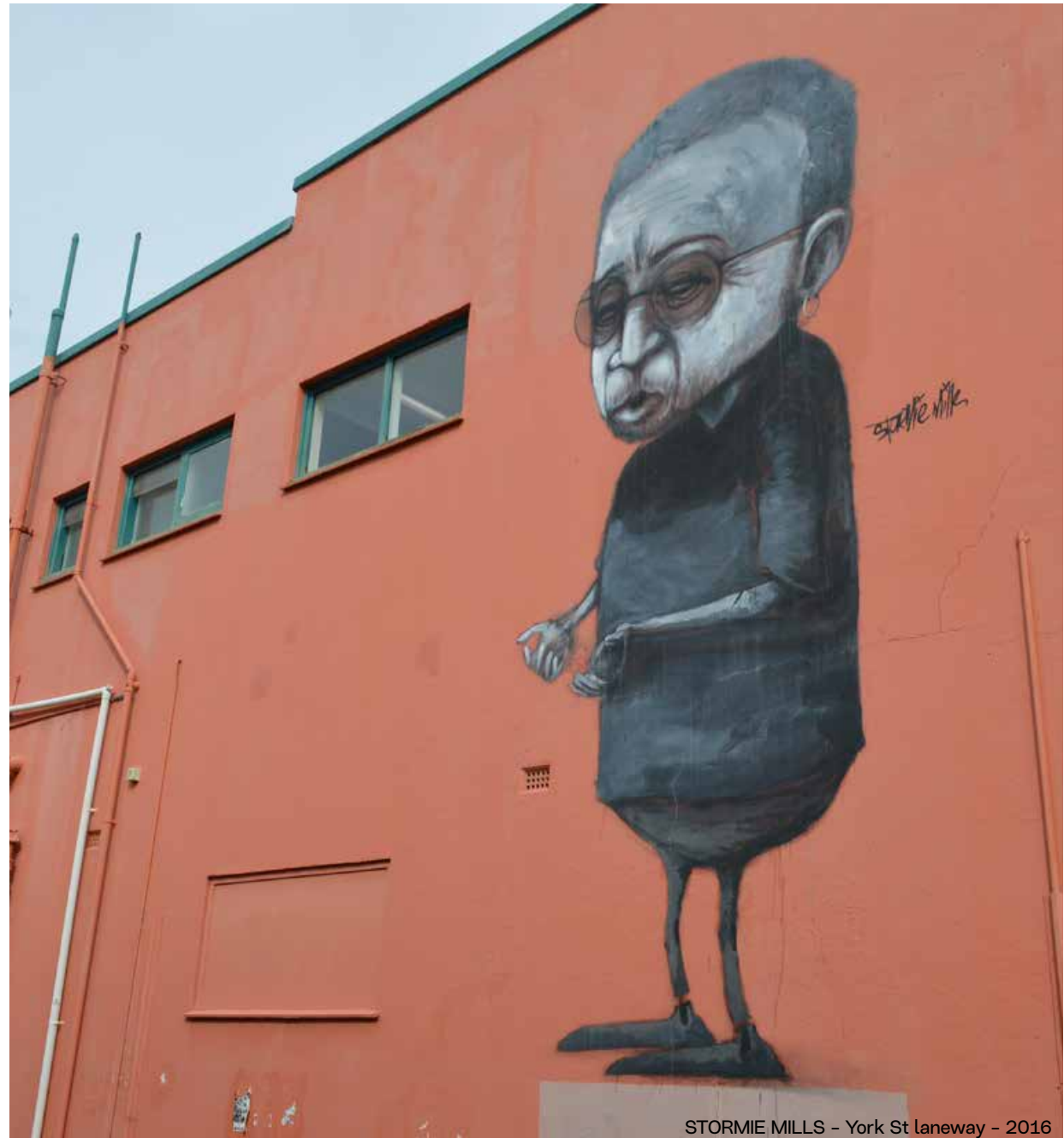
Please contact the City on 6820 3000 or email [staff@albany.wa.gov.au](mailto:staff@albany.wa.gov.au) to direct your queries.



# WHAT IS A PROFESSIONAL ARTIST ?

Professional Artist means a person who meets two or more of the following criteria:

- has a minimum tertiary qualification equivalent to three years full time study in visual arts, or when the brief calls for it, other art forms such as multi-media;
- has an established exhibition history through reputable art galleries that exhibit and sell the work of professional artists;
- has had work purchased by major public and private collections, including the Art Gallery of Western Australia, any university collections, major institutions or Artbank;
- has secured work or public art commissions on the basis of professional expertise;
- is eligible for or has been awarded a government grant;
- is selected for public exhibition, awards, prizes;
- earns more than 50 percent of their income from arts related activities, such as teaching art or design, selling art work or undertaking public art commissions; and
- can produce a referenced folio of works that is of high quality and relevant to the commission.



STORMIE MILLS - York St laneway - 2016

# CITY OF ALBANY – ART IN THE PUBLIC DOMAIN

## DEVELOPERS APPLICATION FOR ARTWORK APPROVAL

### DEVELOPMENT DETAILS

Address of Development: \_\_\_\_\_

Application Reference Number: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Budget for Total Development: \_\_\_\_\_ Budget for Artwork: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Address of Owner: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### APPLICANT/DEVELOPER DETAILS

Applicant Name: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### ARCHITECT/LANDSCAPE ARCHITECT/DESIGNER DETAILS

Architect/Designer Name: \_\_\_\_\_

Address of Architect/Designer: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### PUBLIC ART CONSULTANT DETAILS

Public Art Consultant Name: \_\_\_\_\_

Address of Public Art Consultant: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### ARTIST DETAILS

Artist Name: \_\_\_\_\_

Address of Artist: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### COMMISSIONING PROCESS

Open EOI    Shortlist    Direct Commission

### ATTACHMENTS

Please attach to this application documents providing evidence of the following:

- |   |   |
|---|---|
| <input type="checkbox"/> Artist qualifications and/or past experience                                       | <input type="checkbox"/> Location of proposed artwork (sitemap)                   |
| <input type="checkbox"/> Written artwork concept<br>(with reference to location/architecture/history/theme) | <input type="checkbox"/> Copy of the signed contract between developer and artist |
| <input type="checkbox"/> Artwork information<br>(dimensions, materials, colours, type of public art)        | <input type="checkbox"/> Artwork budget breakdown                                 |
| <input type="checkbox"/> Artwork Images/Drawings for proposal   | <input type="checkbox"/> Engineering signoff (as required)                        |
|   | <input type="checkbox"/> Maintenance schedule                                     |

**Assessment of this application will be against the criteria for commissioning**

### COMPLETION AND INSTALLATION OF THE ARTWORK

It is a condition of approval that the artwork is installed prior to the first occupation of the development. Should an extension for the installation of the approved artwork be required, please contact the City in writing prior to the deadline. Please allow time for a site inspection to be conducted ensuring compliance with the conditions of artwork approval after the artwork has been installed.

**If you would like any assistance with completing this application, please contact the City on 6820 3000.**





City of Albany  
Policy

# **Local Planning Policy 1.10: Percent for Art**

<b>Document Approval</b>			
<b>Document Development Officer:</b>		<b>Document Owner:</b>	
Manager Planning and Building		Executive Director Infrastructure, Development and Environment	
<b>Document Control</b>			
<b>File Number - Document Type:</b>	CM.STD.7 – Policy		
<b>Document Reference Number:</b>	(Created when cover sheet is created in Synergy Records Module)		
<b>Status of Document:</b>	<b>Council decision:</b> Draft, Final Draft, and Adopted. <b>Administrative decision:</b> Draft, Final Draft, and Approved.		
<b>Quality Assurance:</b>	<i>For example: Chief Executive Officer, Executive Management Team, Council Committee, and Council.</i>		
<b>Distribution:</b>	Internal Document, Public Document		
<b>Document Revision History</b>			
Version	Author	Version Description	Date Completed
0.1	Planning Officer	Draft for consideration by Council to advertise.	12/06/2023
1.0	Manager Planning and Building	Adopted by Council on dd/mm/20yy Report Item DIS360.	dd/mm/20yy

**CONTENTS**

Objectives..... 4

Scope ..... 4

Policy Statement..... 4

Legislative and Strategic Context..... 4

Review Position and Date..... 5

Associated Documents ..... 5

Definitions..... 5



## Objectives

1. To promote cultural identity through the introduction of public art works throughout the City of Albany.
2. To facilitate the development of unique and locally distinctive streets, open spaces and buildings.
3. To improve the quality and attractiveness of the City's built environment by adding to the appearance, vibrancy, character and amenity of developments and their surrounding environment, through use of public art.

## Scope

4. The policy is applicable to all private proposals on zoned land under Local Planning Scheme No.1, with the exception of:
  - Permanently occupied residential development such as Single Houses, Grouped Dwellings and Multiple Dwellings without any commercial component.
  - Agricultural land uses such as Agriculture - Intensive, Agriculture – Extensive, Animal Husbandry and Animal Establishment.
  - Infrastructure works (e.g. telecommunications towers, pumping stations)
  - Extractive Industry and Mining
  - Proposals within the General Industry Zone.

## Policy Statement

### Proposals Eligible for Percent for Art Contributions

5. Private proposals with a value of \$1,500,000 or above (including GST) are required to allocate up to 1% of the determined project cost for the development of public artwork to reflect or enhance local cultural identity.

### Form of Contribution

6. Where a public art contribution is required, the applicant/landowner can choose to either:
  - Option 1:** Coordinate and deliver the artwork themselves (with engagement of art consultants); or
  - Option 2:** Pay the contribution directly to the City who will coordinate and deliver the artwork.

### Method of Determining Percent for Art Contribution

7. To ensure the development value is not underestimated within the development application, the City may request a detailed cost estimate prepared by a quantity surveyor to confirm the stated development cost.
8. The public art contribution shall be capped to a maximum value of \$200,000.

### Implementation of Public Art

9. Public Art shall be provided on site or on crown land immediately adjacent the site, in a location approved by the City.
10. It is recommended that the proponent and their selected artists (if applicable) consult with the City's Planning and Building teams early on in the project to ensure artworks are suitably located and installed in conjunction with the relevant planning and building framework.
 

**General Advice:** Further detail on the City of Albany Percent for Art program including the Developers Application for Artwork Approval, can be found within the City of Albany 'Art in the Public Domain Developer's Guidelines'.

## Legislative and Strategic Context

11. The policy operates within the following framework of legislation.
  - *Planning and Development Act 2005*
  - *Planning and Development (Local Planning Schemes) Regulations 2015*
  - *City of Albany Local Planning Scheme No.1.*

### Review Position and Date

12. This policy was adopted on XXXXXX. This policy should be reviewed every two years, or earlier if required.

### Associated Documents

13. Related strategies, procedures, references, guidelines or other documents that have a bearing on this policy and that may be useful reference material for users of this policy:
  - City of Albany Art in the Public Domain Developer's Guidelines.

### Definitions

14. **Public Art** refers to the integration of an artistic concept into the public realm. The distinguishing feature of public art is that an artist or artist team is wholly, or partly, responsible for the creation, design and/or fabrication.
15. **Detailed cost** estimate is a breakdown of project scope into smaller unit prices that can be priced individually. It includes costs for the materials, equipment and labour required to complete the project. Adding these components gives you a total project cost.

**LOCAL GOVERNMENT ACT 1995**

## CITY OF ALBANY

**ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES AND  
TRADING LOCAL LAW 2011**

## ARRANGEMENT

**PART 1—PRELIMINARY**

- 1.1 Citation
- 1.2 Commencement
- 1.3 Application
- 1.4 Repeal
- 1.5 Interpretation

**PART 2—ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES***Division 1—General*

- 2.1 General prohibitions
- 2.2 Activities allowed with a permit—general
- 2.3 No possession and consumption of liquor on thoroughfare

*Division 2—Vehicle crossing*

## Subdivision 1—Temporary crossings

- 2.4 Permit required

## Subdivision 2—Redundant vehicle crossings

- 2.5 Removal of redundant crossing

*Division 3—Verge treatments*

## Subdivision 1—Preliminary

- 2.6 Interpretation
- 2.7 Application

## Subdivision 2—Permissible verge treatments

- 2.8 Permissible verge treatments
- 2.9 Only permissible verge treatments to be installed
- 2.10 Obligations of owner or occupier
- 2.11 Notice to owner or occupier

## Subdivision 3—Existing verge treatments

- 2.12 Transitional provisions

## Subdivision 4—Public works

- 2.13 Power to carry out public works on verge

*Division 4—Property numbers*

## Subdivision 1—Preliminary

- 2.14 Interpretation

## Subdivision 2—Assignment and marking of numbers

- 2.15 Assignment of numbers

*Division 5—Fencing*

- 2.16 Land adjoining public place

*Division 6—Signs erected by the local government*

- 2.17 Signs  
2.18 Transitional

*Division 7—Driving on a closed thoroughfare*

- 2.19 No driving on closed thoroughfare

**PART 3—ADVERTISING SIGNS ON THOROUGHFARES***Division 1—Preliminary*

- 3.1 Interpretation

*Division 2—Permit*

- 3.2 Advertising signs  
3.3 Matters to be considered in determining application for permit

*Division 3—Conditions on permit*

- 3.4 Conditions on portable sign  
3.5 Conditions on election sign

**PART 4—OBSTRUCTING ANIMALS, VEHICLES OR SHOPPING TROLLEYS***Division 1—Animals and vehicles*

- 4.1 Leaving animal or vehicle in public place or on local government property  
4.2 prohibitions relating to animals

*Division 2—Shopping trolleys*

- 4.3 Interpretation  
4.4 Shopping trolley to be marked  
4.5 Person not to leave trolley in public place  
4.6 Retailer to remove abandoned trolley  
4.7 Retailer taken to own trolley  
4.8 Impounding of abandoned trolley

**PART 5—ROADSIDE CONSERVATION***Division 1—Preliminary*

- 5.1 Interpretation  
5.2 Application

*Division 2—Flora roads*

- 5.3 Declaration of flora roads  
5.4 Construction works on flora roads  
5.5 Signposting of flora roads  
5.6 Driving only on carriageway of flora roads

*Division 3—Special environmental areas*

- 5.7 Designation of special environmental areas  
5.8 Marking of special environmental areas

*Division 4—Planting in thoroughfares*

- 5.9 Permit to plant  
5.10 Relevant considerations in determining application

*Division 5—Clearance of vegetation*

- 5.11 Permit to clear  
5.12 Application for permit

*Division 6—Fire management*

- 5.13 Permit to burn thoroughfare  
5.14 Application for permit  
5.15 When application for permit can be approved  
5.16 Prohibition on burning

*Division 7—Firebreaks*

- 5.17 Permit for firebreaks on thoroughfares  
5.18 When applications for permit cannot be approved

*Division 8—Commercial wildflower harvesting on thoroughfares*

- 5.19 General prohibition on commercial wildflower harvesting
- 5.20 Permit for revegetation projects

**PART 6—TRADING ON THOROUGHFARES AND PUBLIC PLACES***Division 1—Stallholders and traders*

## Subdivision 1—Preliminary

- 6.1 Interpretation

## Subdivision 2—Permits

- 6.2 Stallholder's permit
- 6.3 Trader's permit
- 6.4 No permit required to sell newspapers
- 6.5 Relevant considerations in determining application for permit
- 6.6 Conditions of permit
- 6.7 Exemptions from requirement to pay fee or obtain a permit

## Subdivision 3—Conduct of stallholders and traders

- 6.8 Conduct of stallholders and traders

*Division 2—Street entertainers*

## Subdivision 1—Preliminary

- 6.9 Interpretation

## Subdivision 2—permits

- 6.10 Permit required to perform
- 6.11 Variation of permitted area and permitted time
- 6.12 Duration of permit
- 6.13 Cancellation of permit
- 6.14 Obligation of permit holder

*Division 3—Outdoor eating facilities on public places*

- 6.15 Interpretation
- 6.16 Permit required to conduct facility
- 6.17 Matters to be considered in determining application
- 6.18 Obligations of permit holder
- 6.19 Removal of facility unlawfully conducted
- 6.20 Use of facility by public
- 6.21 Temporary removal of facility may be requested

**PART 7—PERMITS***Division 1—Applying for a permit*

- 7.1 Application for permit
- 7.2 Decision on application for permit

*Division 2—Conditions*

- 7.3 Conditions which may be imposed on a permit
- 7.4 Imposing conditions under a policy
- 7.5 Compliance with and variation of conditions

*Division 3—General*

- 7.6 Duration of permit
- 7.7 Renewal of permit
- 7.8 Transfer of permit
- 7.9 Production of permit
- 7.10 Cancellation of permit

**PART 8—OBJECTIONS AND REVIEW**

- 8.1 Review of decision

**PART 9—MISCELLANEOUS NOTICES**

- 9.1 Notice to redirect or repair sprinkler
- 9.2 Hazardous plants
- 9.3 Notice to repair damage to thoroughfare
- 9.4 Notice to remove thing unlawfully placed on thoroughfare

**PART 10—ENFORCEMENT**

*Division 1—Notices given under this local law*

- 10.1 Offence to fail to comply with notice
- 10.2 Local government may undertake requirements of notice

*Division 2—Offences and penalties*

Subdivision 1—General

- 10.3 Offences

Subdivision 2—Infringement notices and modified penalties

- 10.4 Prescribed offences
- 10.5 Forms

**SCHEDULE 1—PRESCRIBED OFFENCES**

## LOCAL GOVERNMENT ACT 1995

## CITY OF ALBANY

ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES AND  
TRADING LOCAL LAW 2011

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Albany resolved on 16 August 2011 to make the following local law.

## PART 1—PRELIMINARY

**1.1 Citation**

This local law may be cited as the *City of Albany Activities on Thoroughfares and Public Places and Trading Local Law 2011*.

**1.2 Commencement**

This local law will come into operation 14 days after the date of publication in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Repeal**

(1) The *City of Albany Activities in Thoroughfares and Public Places and Trading Local Law 2001* as published in the *Government Gazette* on 15 January 2002 is repealed.

(2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to be taken to no longer have any effect on and from the commencement day.

(3) The Council may resolve that notwithstanding subclause (2) specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.

**1.5 Interpretation**

In this local law unless the context otherwise requires—

“**Act**” means the *Local Government Act 1995*;

“**applicant**” means a person who applies for a permit;

“**authorised person**” means a person appointed by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

“**built-up area**” has the meaning given to it in the *Road Traffic Code 2000*;

“**bulk rubbish container**” means a bin or container designed or used for holding a substantial quantity of rubbish and which is unlikely to be lifted without mechanical assistance, but does not include a bin or container used in connection with the local government’s regular domestic rubbish collection service;

“**carriageway**” has the meaning given to it in the *Road Traffic Code 2000* and means the paved or made portion of a thoroughfare, whether sealed or unsealed, used or intended for use by vehicles;

“**CEO**” means the Chief Executive Officer of the local government;

“**commencement day**” means the day on which this local law comes into operation;

“**Council**” means the council of the local government;

“**crossing**” means a crossing giving access from a public thoroughfare to—

(a) private land; or

(b) a private thoroughfare serving private land;

“**crossover**” has the same meaning as “**crossing**”;

“**district**” means the district of the local government;

“**footpath**” has the meaning given to it in the *Road Traffic Code 2000*;

- “**garden**” means any part of a thoroughfare planted, developed or treated, otherwise than as a lawn, with one or more plants;
- “**intersection**” has the meaning given to it in the *Road Traffic Code 2000*;
- “**kerb**” includes the edge of a carriageway;
- “**lawn**” means any part of a thoroughfare which is planted only with grass, or with a similar plant, but will include any other plant provided that it has been planted by the local government;
- “**liquor**” has the meaning given to it in section 3 of the *Liquor Control Act 1988*;
- “**local government**” means the City of Albany;
- “**local government property**” means anything except a thoroughfare—
- (a) which belongs to the local government;
  - (b) of which the local government is the management body under the *Land Administration Act 1997*; or
  - (c) which is an “otherwise unvested facility” within section 3.53 of the Act;
- “**local planning scheme**” means a local planning scheme of the local government made under the *Planning and Development Act 2005*;
- “**lot**” has the meaning given to it in the *Planning and Development Act 2005*;
- “**owner**” or “**occupier**” in relation to land does not include the local government;
- “**permissible verge treatment**” means any of the treatments described in clause 2.8(2);
- “**permit**” means a permit issued under this local law;
- “**permit holder**” means a person who holds a valid permit;
- “**person**” does not include the local government;
- “**premises**” for the purpose of the definition of “public place” in both this clause and clause 6.1, means a building or similar structure, but does not include a carpark or a similar place;
- “**public place**” includes any thoroughfare or place which the public is allowed to use, whether or not the thoroughfare or place is on private property, but does not include—
- (a) premises on private property from which trading is lawfully conducted under a written law; and
  - (b) local government property;
- “**Regulations**” means the *Local Government (Functions and General) Regulations 1996*;
- “**sign**” includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;
- “**thoroughfare**” has the meaning given to it in the Act, but does not include a private thoroughfare which is not under the management control of the local government;
- “**townsite**” means the townsites of Cuthbert, Elleker, Kalgan, Manypeaks, Redmond, South Stirling, Torbay, Youngs Siding and Wellstead which are—
- (a) constituted under section 26(2) of the *Land Administration Act 1997*; or
  - (b) referred to in clause 37 of Schedule 9.3 of the Act;
- “**vehicle**” includes—
- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
  - (b) an animal being ridden or driven,
- but excludes—
- (a) a wheel-chair or any device designed for use by a physically impaired person on a footpath; and
  - (b) a pram, a stroller or a similar device; and
- “**verge**” means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare, but does not include any footpath.

## PART 2—ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES

### *Division 1—General*

#### 2.1 General prohibitions

A person shall not—

- (a) plant any plant on a thoroughfare—
  - (i) except grass or a similar plant within 6 metres of an intersection; and
  - (ii) which exceeds, or may exceed, 0.75 metres in height so that the plant is within 6 metres to 10 metres of an intersection;
- (b) damage a lawn or a garden or remove any plant or part of a plant from a lawn or garden unless—
  - (i) the person is the owner or the occupier of the lot abutting that portion of the thoroughfare and the lawn or the garden or the particular plant has not been installed or planted by the local government; or
  - (ii) the person is acting under the authority of a written law;



- (c) plant any plant (except grass or a similar plant) on a thoroughfare so that it is within 1 metre of a carriageway;
- (d) remove or kill by felling, poison or any other means a tree on a verge area or thoroughfare or verge unless the person is—
  - (i) acting under authority of a permit issued by the local government; or
  - (ii) a local government employee or contractor engaged by the local government to undertake work in relation to a particular tree or trees on a thoroughfare in the district or on local government property; or
  - (iii) the person is acting under the authority of written law;
- (e) place, or allow to be placed or remain, on a thoroughfare or verge any thing (except water) that—
  - (i) obstructs the thoroughfare or verge; or
  - (ii) results in a hazard for any person using the thoroughfare or verge;
- (f) unless at the direction of the local government, damage, remove or interfere with any part of a thoroughfare, or any structure erected on a thoroughfare by the local government or a person acting under the authority of a written law;
- (g) play or participate in any game or sport so as to cause danger to any person or thing or impede the movement of vehicles or persons on a thoroughfare; or
- (h) within a mall, arcade or verandah of a shopping centre, ride any bicycle, skateboard, rollerblades or similar device.

## 2.2 Activities allowed with a permit—general

- (1) A person shall not, without a permit—
  - (a) dig or otherwise create a trench through or under a kerb, footpath or carriageway;
  - (b) subject to Division 3 of this Part, throw, place or deposit any thing on a verge except for removal by the local government under a bulk rubbish collection, and then only in accordance with the terms and conditions and during the period of time advertised in connection with that collection;
  - (c) cause any obstruction to a vehicle or a person using a thoroughfare as a thoroughfare;
  - (d) cause any obstruction to a water channel or a water course in a thoroughfare;
  - (e) throw, place or drain offensive, noxious or dangerous fluid onto a thoroughfare;
  - (f) damage a thoroughfare, kerb or footpath;
  - (g) light any fire or burn anything on a thoroughfare other than in a stove or fireplace provided for that purpose or under a permit issued under clause 5.13;
  - (h) fell any tree onto a thoroughfare;
  - (i) unless installing, or in order to maintain, a permissible verge treatment—
    - (i) lay pipes under or provide taps on any verge; or
    - (ii) place or install any thing on any part of a thoroughfare, and without limiting the generality of the foregoing, any gravel, stone, flagstone, cement, concrete slabs, blocks, bricks, pebbles, plastic sheeting, kerbing, wood chips, bark or sawdust;
  - (j) provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;
  - (k) on a public place use anything or do anything so as to create a nuisance;
  - (l) place or cause to be placed on a thoroughfare a bulk rubbish container; or
  - (m) interfere with the soil of, or anything in a thoroughfare or take anything from a thoroughfare.
- (2) The local government may exempt a person from compliance with subclause (1) on the application of that person.

## 2.3 No possession and consumption of liquor on thoroughfare

- (1) A person shall not consume any liquor or have in her or his possession or under her or his control any liquor on a thoroughfare unless—
  - (a) that is permitted under the *Liquor Control Act 1988* or under another written law; or
  - (b) the person is doing so in accordance with a permit.
- (2) Subclause (1) does not apply where the liquor is in a sealed container.

### *Division 2—Vehicle crossing* Subdivision 1—Temporary crossings

## 2.4 Permit required

- (1) Where it is likely that works on a lot will involve vehicles leaving a thoroughfare and entering the lot, the person responsible for the works shall obtain a permit for the construction of a temporary crossing to protect the existing carriageway, kerb, drains and footpath, where—
  - (a) a crossing does not exist; or
  - (b) a crossing does exist, but the nature of the vehicles and their loads is such that they are likely to cause damage to the crossing.

- (2) The “**person responsible for the works**” in subclause (1) is to be taken to be—
- (a) the builder named on the building licence issued under the *Local Government (Miscellaneous Provisions) Act 1960*, if one has been issued in relation to the works; or
  - (b) the registered proprietor of the lot, if no building licence has been issued under the *Local Government (Miscellaneous Provisions) Act 1960* in relation to the works.
- (3) If the local government approves an application for a permit for the purpose of subclause (1), the permit is taken to be issued on the condition that until such time as the temporary crossing is removed, the permit holder shall keep the temporary crossing in good repair and in such a condition so as not to create any danger or obstruction to persons using the thoroughfare.

#### Subdivision 2—Redundant vehicle crossings

##### 2.5 Removal of redundant crossing

- (1) Where works on a lot will result in a crossing no longer giving access to a lot, the crossing is to be removed and the kerb, drain, footpath, verge and any other part of the thoroughfare affected by the removal are to be reinstated to the satisfaction of the local government.
- (2) The local government may give written notice to the owner or occupier of a lot requiring her or him to—
- (a) remove any part of or all of a crossing which does not give access to the lot; and
  - (b) reinstate the kerb, drain, footpath, verge and any other part of the thoroughfare, which may be affected by the removal,

within the period of time stated in the notice, and the owner or occupier of the lot shall comply with that notice.

#### Division 3—Verge treatments

##### Subdivision 1—Preliminary

##### 2.6 Interpretation

In this Division, unless the context otherwise requires—

“**acceptable material**” means any material which will create a hard surface, and which appears on a list of acceptable materials maintained by the local government.

##### 2.7 Application

This Division only applies to townsites and areas zoned commercial, industrial, special residential or residential in a local planning scheme.

#### Subdivision 2—Permissible verge treatments

##### 2.8 Permissible verge treatments

- (1) An owner or occupier of land which abuts on a verge may on that part of the verge directly in front of her or his land install a permissible verge treatment.
- (2) The permissible verge treatments are—
- (a) the planting and maintenance of a lawn;
  - (b) the planting and maintenance of a garden provided that—
    - (i) clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare or using a driveway on land adjacent to the thoroughfare for access to or from the thoroughfare; and
    - (ii) where there is no footpath, a pedestrian has safe and clear access of a minimum width of 2 metres along that part of the verge immediately adjacent to the kerb;
  - (c) the installation of an acceptable material; and
  - (d) the installation over no more than one third of the area of the verge (excluding any vehicle crossing) of an acceptable material, and the planting and maintenance of either a lawn or a garden on the balance of the verge in accordance with paragraph (a) or (b).

##### 2.9 Only permissible verge treatments to be installed

- (1) A person shall not install or maintain a verge treatment which is not a permissible verge treatment.
- (2) The owner and occupier of the lot abutting a verge treatment referred to in subclause (1) are each to be taken to have installed and maintained that verge treatment for the purposes of this clause and clause 2.10.

##### 2.10 Obligations of owner or occupier

An owner or occupier who installs or maintains a permissible verge treatment shall—

- (a) keep the permissible verge treatment in a good and tidy condition and ensure, where the verge treatment is a garden or lawn, that a footpath on the verge and a carriageway adjoining the verge is not obstructed by the verge treatment;
- (b) not place any obstruction on or around the verge treatment; and
- (c) not disturb a footpath on the verge.

**2.11 Notice to owner or occupier**

The local government may give a notice in writing to the owner or the occupier of a lot abutting on a verge to make good, within the time specified in the notice, any breach of a provision of this Division.

*Subdivision 3—Existing verge treatments***2.12 Transitional provision**

(1) In this clause—

“**former provisions**” means the local law of the local government which permitted certain types of verge treatments, whether with or without the consent of the local government, and which was repealed by this local law.

(2) A verge treatment which—

- (a) was installed prior to the commencement day; and
- (b) on the commencement day is a type of verge treatment which was permitted under and complied with the former provisions,

is to be taken to be a permissible verge treatment for so long as the verge treatment remains of the same type and continues to comply with the former provisions.

*Subdivision 4—Public works***2.13 Power to carry out public works on verge**

Where the local government or an authority empowered to do so under a written law disturbs a verge, the local government or the authority—

- (a) is not liable to compensate any person for that disturbance;
- (b) may backfill with sand, if necessary, any garden or lawn; and
- (c) is not liable to replace or restore any—
  - (i) verge treatment and, in particular, any plant or any acceptable material or other hard surface; or
  - (ii) sprinklers, pipes or other reticulation equipment.

*Division 4—Property numbers**Subdivision 1—Preliminary***2.14 Interpretation**

In this Division, unless the context requires otherwise—

“**number**” means a number of a lot with or without an alphabetical suffix indicating the address of the lot by reference to a thoroughfare.

*Subdivision 2—Assignment and marking of numbers***2.15 Assignment of numbers**

The local government may assign a Number to a lot in the district and may assign another Number to the lot instead of that previously assigned.

*Division 5—Fencing***2.16 Land adjoining public place**

(1) For the purposes of clause 4(1) of Division 1 of Schedule 3.1 of the Act, the local government may give notice to the owner of land that adjoins—

- (a) a public place, or
- (b) a thoroughfare;

to ensure that the owner’s land is—

- (a) suitably enclosed and separated from the public place or thoroughfare, or
- (b) enclosed with a closed fence where applicable;

to prevent sand or other matter from the land to fall onto or drift into the public place or thoroughfare.

(2) The enclosure or closed fence must be built, repaired and maintained to the satisfaction of the local government.

*Division 6—Signs erected by the local government***2.17 Signs**

(1) A local government may erect a sign on a public place specifying any conditions of use which apply to that place.

(2) A person shall comply with a sign erected under subclause (1).

(3) A condition of use specified on a sign erected under subclause (1) is to be for the purpose of giving notice of the effect of a provision of this local law.

### 2.18 Transitional

Where a sign erected on a public place has been erected under a local law of the local government repealed by this local law, then on and from the commencement day, it is to be taken to be a sign erected under clause 2.17 if—

- (a) the sign specifies a condition of use relating to the public place which gives notice of the effect of a provision of this local law; and
- (b) the condition of use specified is not inconsistent with any provision of this local law.

#### *Division 7—Driving on a closed thoroughfare*

### 2.19 No driving on closed thoroughfare

(1) In this clause—

“**closed thoroughfare**” means a thoroughfare wholly or partially closed under section 3.50 or 3.50A of the Act.

(2) A person shall not drive or take a vehicle on a closed thoroughfare unless—

- (a) that is in accordance with any limits or exceptions specified in the order made under section 3.50 of the Act; or
- (b) the person has first obtained a permit.

## PART 3—ADVERTISING SIGNS ON THOROUGHFARES

### *Division 1—Preliminary*

#### 3.1 Interpretation

In this Part, unless the context otherwise requires—

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

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

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

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

#### *Division 2—Permit*

#### 3.2 Advertising signs

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

- (a) erect or place an advertising sign on a thoroughfare; or
- (b) post any bill or paint, place or affix any advertisement on a thoroughfare.

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

- (a) on a footpath;
- (b) over any footpath where the resulting vertical clearance between the sign and the footpath is less than 2.5 metres;
- (c) on or within 3 metres of a carriageway;
- (d) in any other location where, in the opinion of the local government, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare; or
- (e) on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.

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

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

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

#### *Division 3—Conditions on permit*

#### 3.4 Conditions on portable sign

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

- (a) the portable sign shall—
  - (i) not exceed 1 metre in height;

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

### 3.5 Conditions on election sign

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

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

## PART 4—OBSTRUCTING ANIMALS, VEHICLES OR SHOPPING TROLLEYS

### *Division 1—Animals and vehicles*

#### 4.1 Leaving animal or vehicle in public place or on local government property

- (1) A person shall not leave an animal or a vehicle, or any part of a vehicle, in a public place or on local government property so that it obstructs the use of any part of that public place or local government property, unless that person has first obtained a permit or is authorized to do so under a written law.
- (2) A person will not contravene subclause (1) where the animal is secured or tethered for a period not exceeding 1 hour.
- (3) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

#### 4.2 Prohibitions relating to animals

- (1) In subclause (2), “owner” in relation to an animal includes—
- (a) an owner of it;
  - (b) a person in possession of it;
  - (c) a person who has control of it; and
  - (d) a person who ordinarily occupies the premises where the animal is permitted to stay.
- (2) An owner of an animal shall not—
- (a) allow the animal to enter or remain for any time on any thoroughfare except for the use of the thoroughfare as a thoroughfare and unless it is led, ridden or driven;
  - (b) allow an animal which has a contagious or infectious disease to be led, ridden or driven in a public place; or
  - (c) train or race the animal on a thoroughfare.
- (3) An owner of a horse shall not lead, ride or drive a horse on a thoroughfare in a built-up area, unless that person does so under a permit or under the authority of a written law.

### *Division 2—Shopping trolleys*

#### 4.3 Interpretation

In this Division—

“**retailer**” means a proprietor of a shop in respect of which shopping trolleys are provided for the use of customers of the shop; and

“**shopping trolley**” means a wheeled container or receptacle supplied by a retailer to enable a person to transport goods.

#### 4.4 Shopping trolley to be marked

A retailer shall clearly mark its name or its trading name on any shopping trolley made available for the use of customers.

#### 4.5 Person not to leave trolley in public place

A person shall not leave a shopping trolley in a public place other than in an area set aside for the storage of shopping trolleys.

#### 4.6 Retailer to remove abandoned trolley

(1) If a shopping trolley is found in a public place or on local government property, other than in an area set aside for the storage of shopping trolleys, the local government may advise (verbally or in writing) a retailer whose name is marked on the trolley of the location of the shopping trolley.

(2) A retailer shall remove a shopping trolley within 24 hours of being so advised under subclause (1).

#### 4.7 Retailer taken to own trolley

In the absence of any proof to the contrary, a shopping trolley is to be taken to belong to a retailer whose name is marked on the trolley.

#### 4.8 Impounding of abandoned trolley

An authorised person may impound a shopping trolley that is—

- (a) left on a thoroughfare, verge or local government property that is not marked in accordance with clause 4.4; or
- (b) not removed by a retailer after having been so advised under clause 4.6(2).

### PART 5—ROADSIDE CONSERVATION

#### *Division 1—Preliminary*

#### 5.1 Interpretation

In this Part—

“**MRWA**” means Main Roads Western Australia;

“**protected flora**” has the meaning given to it in section 6(1) of the *Wildlife Conservation Act 1950*;

“**rare flora**” has the meaning given to it in section 23F of the *Wildlife Conservation Act 1950*;

“**Roadside Conservation Committee**” means the Roadside Conservation Committee established under the Land Resource Policy Council within the Office of Premier and Cabinet but now located in the Department of Environment and Conservation; and

“**special environmental area**” means an area designated as such under clause 5.7.

#### 5.2 Application

This Part does not apply to the townsite.

#### *Division 2—Flora roads*

#### 5.3 Declaration of flora roads

The local government may declare a thoroughfare which has, in the opinion of the local government, high quality roadside vegetation to be a flora road.

#### 5.4 Construction works on flora roads

Construction and maintenance work carried out by the local government on a flora road is to be in accordance with the “Handbook of Environmental Practice for Roadside Construction and Road Maintenance Works” (April 2005) prepared by the Roadside Conservation Committee.

#### 5.5 Signposting of flora roads

The local government may signpost flora roads with the standard MRWA “flora road” sign.

#### 5.6 Driving only on carriageway of flora roads

(1) A person driving or riding a vehicle on a flora road shall only drive or ride the vehicle on the carriageway.

(2) Subclause (1) does not apply where—

- (a) conditions on the thoroughfare do not reasonably permit a vehicle to remain on the carriageway;
- (b) there is no carriageway; or
- (c) an exemption from the application of subclause (1) has been obtained from the local government.

#### *Division 3—Special environmental areas*

#### 5.7 Designation of special environmental areas

The local government may designate a thoroughfare, or any part of a thoroughfare, as a special environmental area which—

- (a) has protected flora or rare flora; or
- (b) in the opinion of the local government, has environmental, aesthetic or cultural significance.

#### **5.8 Marking of special environmental areas**

The local government is to mark and keep a register of each thoroughfare, or part of a thoroughfare, designated as a special environmental area.

#### *Division 4—Planting in thoroughfares*

##### **5.9 Permit to plant**

A person shall not plant any plant or sow any seeds in a thoroughfare without first obtaining a permit.

##### **5.10 Relevant considerations in determining application**

In determining an application for a permit for the purpose of clause 5.9, the local government is to have regard to—

- (a) existing vegetation within that part of the thoroughfare in which the planting is to take place; and
- (b) the diversity of species and the prevalence of the species which are to be planted or sown.

#### *Division 5—Clearance of vegetation*

##### **5.11 Permit to clear**

A person shall not clear and maintain in a cleared state, the surface of a thoroughfare without first obtaining a permit and any other approvals which may be required under any written law.

##### **5.12 Application for permit**

In addition to the requirements of clause 7.1(2), a person making an application for a permit for the purpose of clause 5.11 shall submit a sketch plan clearly showing the boundary of the person's land and the portions of the thoroughfare joining that person's land which are to be cleared.

#### *Division 6—Fire management*

##### **5.13 Permit to burn thoroughfare**

A person shall not burn part of a thoroughfare without first obtaining a permit or unless acting under the authority of any other written law.

##### **5.14 Application for permit**

In addition to the requirements of clause 7.1(2), an application for a permit for the purposes of clause 5.13 shall—

- (a) include a sketch plan showing the portions of a thoroughfare which are proposed to be burned; and
- (b) advise of the estimated fire intensity and the measures to be taken to protect upper storey vegetation from the burn.

##### **5.15 When application for permit can be approved**

The local government may approve an application for a permit for the purpose of clause 5.13 only if the burning of the particular part of the thoroughfare will—

- (a) reduce a fire hazard and alternative means of reducing that hazard, such as slashing or the use of herbicides, are considered by the local government to be not feasible or more detrimental to native flora and fauna than burning; or
- (b) in the opinion of the local government, be beneficial for the preservation and conservation of native flora and fauna.

##### **5.16 Prohibition on burning**

Notwithstanding anything to the contrary in this local law, an application for a permit for the purpose of clause 5.13 is not to be approved by the local government for burning between 31 August and 1 May of the following year where the intensity of the burn could damage native flora and fauna.

#### *Division 7—Firebreaks*

##### **5.17 Permit for firebreaks on thoroughfares**

A person shall not construct a firebreak on a thoroughfare without first obtaining a permit.

##### **5.18 When application for permit cannot be approved**

- (1) The local government is not to approve an application for a permit for the purpose of clause 5.17 where the thoroughfare is less than 20 metres wide.
- (2) Subclause (1) does not apply where the firebreak is, in the opinion of the local government, desirable for the protection of roadside vegetation.

#### *Division 8—Commercial wildflower harvesting on thoroughfares*

**5.19 General prohibition on commercial wildflower harvesting**

Subject to clause 5.20, a person shall not commercially harvest native flora on a thoroughfare.

**5.20 Permit for revegetation projects**

- (1) A person shall not collect seed from native flora on a thoroughfare without first obtaining a permit.
- (2) The local government may approve an application for a permit under subclause (1) only where—
  - (a) the seed is required for a revegetation project in any part of the district; and
  - (b) the thoroughfare, or the relevant part of it, is not a special environmental area.
- (3) Unless the local government specifically provides to the contrary on a permit, if the local government approves an application for a permit for the purpose of subclause (1) it is to be taken to be approved subject to the following conditions—
  - (a) the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare; and
  - (b) any licence or approval which may be required under any other written law is to be obtained by the applicant.

**PART 6—TRADING ON THOROUGHFARES AND PUBLIC PLACES***Division 1—Stallholders and traders**Subdivision 1—Preliminary***6.1 Interpretation**

In this Division, unless the context otherwise requires—

**“Competition Principles Agreement”** means the Competition Principles Agreement executed by each State and Territory of the Commonwealth and the Commonwealth of Australia on 11 April 1995;

**“public place”** includes—

- (a) any thoroughfare or place which the public is allowed to use whether or not the thoroughfare or place is on private property; and
- (b) local government property,

but does not include premises on private property from which trading is lawfully conducted under a written law;

**“stall”** means a movable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire;

**“stallholder”** means a person in charge of a stall;

**“stallholder’s permit”** means a permit issued to a stallholder;

**“trader”** means a person who carries on trading;

**“trader’s permit”** means a permit issued to a trader; and

**“trading”** includes—

- (a) the selling or hiring of, the offering for sale or hire of or the soliciting of orders for goods or services in a public place;
- (b) displaying goods in any public place for the purpose of—
  - (i) offering them for sale or hire;
  - (ii) inviting offers for their sale or hire;
  - (iii) soliciting orders for them; or
  - (iv) carrying out any other transaction in relation to them; and
- (c) the going from place to place, whether or not public places, and—
  - (i) offering goods or services for sale or hire; or
  - (ii) inviting offers or soliciting orders for the sale or the hire of goods or services,
 but does not include—
  - (iii) the delivery of pre-ordered goods or services; or
  - (iv) the taking of further orders for goods or services from the purchaser;
- (d) the setting up of a stall or the conducting of a business at a stall under the authority of a stallholder’s permit;
- (e) the selling or the offering for sale of goods and services to, or the soliciting of orders for goods and services from a person who sells those goods or services;
- (f) the selling or the offering for sale or hire by a person of goods of her or his own manufacture or services which he or she provides; and
- (g) the selling or hiring or the offering for sale or hire of—
  - (i) goods by a person who represents a manufacturer of the goods; or
  - (ii) services by a person who represents a provider of the services,
 which are sold directly to consumers and not through a shop.



*Subdivision 2—Permits***6.2 Stallholder's permit**

- (1) A person shall not conduct a stall on a public place unless that person is—
- (a) the holder of a valid stallholder's permit; or
  - (b) an assistant specified in a valid stallholder's permit.
- (2) Every application for a stallholder's permit shall—
- (a) state the full name and address of the applicant;
  - (b) specify the proposed number of assistants to be engaged by the applicant in conducting the stall, as well as their names and addresses if already engaged;
  - (c) specify the proposed location of the stall;
  - (d) specify the period of time for which the permit is sought, together with the proposed days and hours of operation;
  - (e) specify the proposed goods or services to be sold or hired or offered for sale or hire from the stall; and
  - (f) be accompanied by an accurate plan and description of the proposed stall.

**6.3 Trader's permit**

- (1) A person shall not carry on trading unless that person is—
- (a) the holder of a valid trader's permit; or
  - (b) an assistant specified in a valid trader's permit.
- (2) Every application for a trader's permit shall—
- (a) state the full name and address of the applicant;
  - (b) specify the proposed number of assistants, if any, to be engaged by the applicant in trading, as well as their names and addresses if already engaged;
  - (c) specify the location or locations in which the applicant proposes to trade;
  - (d) specify the period of time for which the permit is sought, together with the proposed days and hours of trading;
  - (e) specify the proposed goods or services which will be traded; and
  - (f) be accompanied by an accurate plan and description of any proposed structure or vehicle which may be used by the applicant in trading.

**6.4 No permit required to sell newspaper**

Notwithstanding any other provision of this local law, a person who sells, or offers for sale, a newspaper only is not required to obtain a permit.

**6.5 Relevant considerations in determining application for permit**

- (1) In determining an application for a permit for the purposes of this Division, the local government is to have regard to—
- (a) any relevant policies of the local government;
  - (b) the desirability of the proposed activity;
  - (c) the location of the proposed activity;
  - (d) the principles set out in the Competition Principles Agreement; and
  - (e) such other matters as the local government may consider to be relevant in the circumstances of the case.
- (2) The local government may refuse to approve an application for a permit under this Division on any one or more of the following grounds—
- (a) that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;
  - (b) that the applicant is not a desirable or suitable person to hold a permit;
  - (c) that—
    - (i) the applicant is an undischarged bankrupt or is in liquidation;
    - (ii) the applicant has entered into any composition or arrangement with creditors; or
    - (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property; or
  - (d) such other grounds as the local government may consider to be relevant in the circumstances of the case.

**6.6 Conditions of permit**

- (1) If the local government approves an application for a permit under this Division subject to conditions, those conditions may include—
- (a) the place, the part of the district, or the thoroughfare to which the permit applies;
  - (b) the days and hours during which a permit holder may conduct a stall or trade;

- (c) the number, type, form and construction, as the case may be, of any stand, table, structure or vehicle which may be used in conducting a stall or in trading;
  - (d) the goods or services in respect of which a permit holder may conduct a stall or trade;
  - (e) the number of persons and the names of persons permitted to conduct a stall or trade;
  - (f) the requirement for personal attendance at the stall or the place of trading by the permit holder and the nomination of assistants, nominees or substitutes for the permit holder;
  - (g) whether and under what terms the permit is transferable;
  - (h) any prohibitions or restrictions concerning the—
    - (i) causing or making of any noise or disturbance which is likely to be a nuisance to persons in the vicinity of the permit holder;
    - (ii) the use of amplifiers, sound equipment and sound instruments;
    - (iii) the use of signs; and
    - (iv) the use of any lighting apparatus or device;
  - (i) the manner in which the permit holder's name and other details of a valid permit are to be displayed;
  - (j) the care, maintenance and cleansing of the stall or any structure used for trading and the place of the stall or any structure;
  - (k) the vacating of the place of a stall or trading when the stall is not being conducted or trading is not being carried on;
  - (l) the acquisition by the stallholder or trader of public risk insurance;
  - (m) the period for which the permit is valid; and
  - (n) the designation of any place or places where trading is wholly or from time to time prohibited by the local government.
- (2) Where a permit holder by reason of illness, accident or other sufficient cause is unable to comply with this local law, the local government may at the request of that permit holder authorise another person to be a nominee of the permit holder for a specified period, and this local law and the conditions of the permit shall apply to the nominee as if he or she was the permit holder.

#### 6.7 Exemptions from requirement to pay fee or to obtain a permit

(1) In this clause—

**“charitable organisation”** means an institution, association, club, society or body whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and from which any member does not receive any pecuniary profit except where the member is an employee or the profit is an honorarium; and

**“commercial participant”** means any person who is involved in operating a stall or in conducting any trading activity for personal gain or profit.

(2) The local government may waive any fee required to be paid by an applicant for a stallholder's permit or a trader's permit on making an application for or on the issue of a permit, or may return any such fee which has been paid, if the stall is conducted or the trading is carried on—

- (a) on a portion of a public place adjoining the normal place of business of the applicant; or
- (b) by a charitable organisation that does not sublet space to, or involve commercial participants in the conduct of a stall or trading, and any assistants that may be specified in the permit are members of that charitable organisation.

(3) The local government may exempt a person or a class of persons, whether or not in relation to a specified public place, from the requirements of this Division.

#### Subdivision 3—Conduct of stallholders and traders

#### 6.8 Conduct of stallholders and traders

(1) A stallholder while conducting a stall or a trader while trading shall—

- (a) display her or his permit to do so in a conspicuous place on the stall, vehicle or temporary structure or if there is no stall, vehicle or temporary structure, carry the permit with her or him while conducting a stall or trading;
- (b) not display a permit unless it is a valid permit; and
- (c) when selling goods by weight, carry and use for that purpose, scales tested and certified in accordance with the provisions of the *Trade Measurement Administration Act 2006*.

(2) A stallholder or trader shall not—

- (a) deposit or store any box or basket containing goods on any part of a thoroughfare so as to obstruct the movement of pedestrians or vehicles;
- (b) act in an offensive manner;
- (c) use or cause to be used any apparatus or device including any flap or shelf, whereby the dimensions of a stall, vehicle or structure are increased beyond those specified in the permit; or
- (d) in the case of a trader, carry on trading from a public place, unless there is adequate parking for customers' vehicles reasonably close to the place of trading.

*Division 2—Street entertainers*  
Subdivision 1—Preliminary

**6.9 Interpretation**

In this Division, unless the context otherwise requires—

- “**perform**” includes to play a musical instrument, sing, mime, dance, give an acrobatic or aerobic display or entertain, but does not include public speaking;
- “**permit**” means a permit issued for the purpose of clause 6.10;
- “**permitted area**” means the area or areas, specified in a permit, in which the permit holder may perform; and
- “**permitted time**” means the time or times, specified in a permit, during which the permit holder may perform.

Subdivision 2—permits

**6.10 Permit required to perform**

A person shall not perform in a public place without a permit.

**6.11 Variation of permitted area and permitted time**

(1) The local government may by notice in writing to a permit holder vary—

- (a) the permitted area;
- (b) the permitted time; or
- (c) both the permitted area and the permitted time,

shown on a permit.

(2) The local government may direct a permit holder to move from one permitted area to another permitted area, if more than one area is specified in a permit.

**6.12 Duration of permit**

A permit is valid for a period of 3 months after the date on which it is issued unless it is sooner cancelled under this local law.

**6.13 Cancellation of permit**

The CEO may cancel a permit if in her or his opinion the volume of sound caused by the permit holder in connection with the performance adversely affects the enjoyment, convenience or comfort of other persons in a public place, or if, in her or his opinion, or in the opinion of an authorised person, the performance otherwise constitutes a nuisance.

**6.14 Obligation of permit holder**

A permit holder shall not in a public place—

- (a) perform wearing dirty, torn or ragged clothing;
- (b) act in an offensive manner; or
- (c) place, install, erect, play or use any musical instrument or device which emits music, including a loud speaker or an amplifier—
  - (i) other than in the permitted area; and
  - (ii) is specified in the permit.

*Division 3—Outdoor eating facilities on public places*

**6.15 Interpretation**

In this Division—

- “**facility**” means an outdoor eating facility or establishment on any part of a public place, but does not include such a facility or establishment on private land;
- “**permit holder**” means the person to whom a permit has been issued for the purpose of clause 6.16; and
- “**public place**” has the meaning given to it in clause 6.1.

**6.16 Permit required to conduct facility**

A person shall not establish or conduct a facility without a permit.

**6.17 Matters to be considered in determining application**

In determining an application for a permit for the purpose of clause 6.16, the local government may consider in addition to any other matter it considers relevant, whether or not—

- (a) the facility is conducted in conjunction with and as an extension of food premises which abut on the facility, and whether the applicant is the person conducting such food premises;
- (b) any abutting food premises are registered in accordance with the *Food Act 2008* and whether the use of the premises is permitted under the local planning scheme;

- (c) users of the facility will have access to proper and sufficient sanitary and ablutionary conveniences;
- (d) the facility would—
  - (i) obstruct the visibility or clear sight lines at an intersection of thoroughfares of any person; or
  - (ii) impede pedestrian access; and
- (e) the tables, chairs and other equipment to be used may obstruct or impede the use of the public place for the purpose for which it was designed.

#### **6.18 Obligations of permit holder**

- (1) The permit holder for a facility shall—
  - (a) ensure that the facility is conducted at all times in accordance with the provisions of this local law;
  - (b) ensure that the eating area is kept in a clean and tidy condition at all times;
  - (c) maintain the chairs, tables and other structures in the eating area in a good, clean and serviceable condition at all times;
  - (d) ensure a minimum width of 1.8 metres is kept clear for pedestrian access between 8.00 am and 6.00 pm each day or 0.8 metres at all other times;
  - (e) define the eating area to the satisfaction of the local government;
  - (f) be solely responsible for all and any costs associated with the removal, alteration, repair, reinstatement or reconstruction of any part of the public place arising from the conduct of the facility; and
  - (g) be solely responsible for all rates and taxes levied upon the land occupied by the facility.
- (2) Whenever, in the opinion of the local government, any work is required to be carried out to a facility, the local government may give a notice to the permit holder for the facility to carry out that work within the time limited by the notice.
- (3) In subclause (2), “**work**” includes the removal, alteration, repair, reinstatement or reconstruction of any part of a public place arising from or in connection with the setting up or conduct of a facility.

#### **6.19 Removal of facility unlawfully conducted**

Where a facility is conducted without a permit, or in contravention of a condition of a permit, any tables, chairs, umbrellas or other equipment may be removed by an authorised person and impounded in accordance with the Act.

#### **6.20 Use of facility by public**

- (1) A person shall not occupy a chair or otherwise use the equipment in a facility the subject of a permit unless the person uses them for the purpose of consuming food or drinks provided by the facility.
- (2) A person shall leave a facility when requested to do so by the permit holder.

#### **6.21 Temporary removal of facility may be requested**

- (1) The permit holder for a facility is to temporarily remove the facility when requested to do so on reasonable grounds by an authorised person or a member of the police service or an emergency service.
- (2) The permit holder may replace the facility removed under subclause (1) as soon as the person who directed her or him to remove it allows it to be replaced.

### **PART 7—PERMITS**

#### *Division 1—Applying for a permit*

##### **7.1 Application for permit**

- (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law shall—
  - (a) be in the form determined by the local government;
  - (b) be signed by the applicant;
  - (c) provide the information required by the form; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).

##### **7.2 Decision on application for permit**

- (1) The local government may—

- (a) approve an application for a permit unconditionally or subject to any conditions; or
  - (b) refuse to approve an application for a permit.
- (2) If the local government approves an application for a permit, it is to issue to the applicant a permit in the form determined by the local government.
- (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.
- (4) Where a clause of this local law refers to conditions which may be imposed on a permit or which are to be taken to be imposed on a permit, the clause does not limit the power of the local government to impose other conditions on the permit under subclause (1)(a).
- (5) Where a clause of this local law refers to the grounds on which an application for a permit may be or is to be refused, the clause does not limit the power of the local government to refuse the application for a permit on other grounds under subclause (1)(b).

*Division 2—Conditions*

**7.3 Conditions which may be imposed on a permit**

The local government may approve an application for a permit subject to conditions relating to—

- (a) the payment of a fee;
- (b) the duration and commencement of the permit;
- (c) the commencement of the permit being contingent on the happening of an event;
- (d) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (e) the approval of another application for a permit which may be required by the local government under any written law;
- (f) the area of the district to which the permit applies;
- (g) where a permit is issued for an activity which will or may cause damage to a public place, the payment of a deposit or bond against such damage;
- (h) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government; and
- (i) the provision of an indemnity from the permit holder indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the public place by the permit holder.

**7.4 Imposing conditions under a policy**

(1) In this clause—

“**policy**” means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 7.2(1)(a).

- (2) Under clause 7.2(1)(a) the local government may approve an application subject to conditions by reference to a policy.
- (3) The local government is to give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 7.2(2).
- (4) An application for a permit is to be taken not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.
- (5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy is to be taken to be information within section 5.94(u)(i) of the Act.

**7.5 Compliance with and variation of conditions**

- (1) Where an application for a permit has been approved subject to conditions, or where a permit is to be taken to be subject to conditions under this local law, the permit holder shall comply with each of those conditions.
- (2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

*Division 3—General*

**7.6 Duration of permit**

A permit is valid for one year from the date on which it is issued, unless it is—

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 7.10.

**7.7 Renewal of permit**

- (1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.
- (2) The provisions of—
- (a) this Part; and
  - (b) any other provision of this local law relevant to the permit which is to be renewed,
- apply, with appropriate modifications to an application for the renewal of a permit.

**7.8 Transfer of permit**

- (1) An application for the transfer of a valid permit is to—
- (a) be made in writing;
  - (b) be signed by the permit holder and the proposed transferee of the permit;
  - (c) provide such information as the local government may require to enable the application to be determined; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
- (3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by—
- (a) an endorsement on the permit signed by the CEO; or
  - (b) issuing to the transferee a permit in the form determined by the local government.
- (4) Where the local government approves an application for the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

**7.9 Production of permit**

A permit holder is to produce to an authorised person her or his permit immediately upon being required to do so by that authorised person.

**7.10 Cancellation of permit**

- (1) Subject to clause 8.1, a permit may be cancelled by the local government if the permit holder has not complied with a—
- (a) condition of the permit; or
  - (b) provision of any written law which may relate to the activity regulated by the permit; or
- (2) On the cancellation of a permit the permit holder—
- (a) shall return the permit as soon as practicable to the local government; and
  - (b) is to be taken to have forfeited any fees paid in respect of the permit.

**PART 8—OBJECTIONS AND REVIEW****8.1 Review of decision**

When the local government makes a decision—

- (a) under clause 7.2(1); or
- (b) as to whether it will renew, vary, or cancel a permit,

the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to that decision.

**PART 9—MISCELLANEOUS NOTICES****9.1 Notice to redirect or repair sprinkler**

Where a lawn or a garden is being watered with a sprinkler which is on the lawn or the garden, in a manner which causes or may cause an inconvenience or obstruction to any person using a thoroughfare, the local government may give a notice to the owner or the occupier of the land abutting on the lawn or the garden, requiring the owner or the occupier or both to move or alter the direction of the sprinkler or other watering equipment.

**9.2 Hazardous plants**

- (1) Where a plant in a garden creates or may create a hazard for any person using a thoroughfare, the local government may give a notice to the owner or the occupier of the land abutting on the garden to remove, cut, move or otherwise deal with that plant so as to remove the hazard.
- (2) Subclause (1) does not apply where the plant was planted by the local government.

**9.3 Notice to repair damage to thoroughfare**

Where any portion of a thoroughfare has been damaged, the local government may by notice to the person who caused the damage order the person to repair or replace that portion of the thoroughfare to the satisfaction of the local government.

**9.4 Notice to remove thing unlawfully placed on thoroughfare**

Where any thing is placed on a thoroughfare in contravention of this local law, the local government may by notice in writing to the owner or the occupier of the property which abuts on that portion of the thoroughfare where the thing has been placed, or such other person who may be responsible for the thing being so placed, require the relevant person to remove the thing.

**PART 10—ENFORCEMENT**

*Division 1—Notices given under this local law***10.1 Offence to fail to comply with notice**

Whenever the local government gives a notice under this local law requiring a person to do any thing, if the person fails to comply with the notice, the person commits an offence.

**10.2 Local government may undertake requirements of notice**

Where a person fails to comply with a notice referred to in clause 10.1, the local government may do the thing specified in the notice and recover from that person, as a debt, the costs incurred in so doing.

*Division 2—Offences and penalties*

## Subdivision 1—General

**10.3 Offences**

(1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

(2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

## Subdivision 2—Infringement notices and modified penalties

**10.4 Prescribed offences**

(1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.

(3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorised person should be satisfied that—

- (a) commission of the prescribed offence is a relatively minor matter; and
- (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

**10.5 Forms**

Unless otherwise specified, for the purposes of this local law—

- (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
- (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
- (c) the form of the withdrawal of infringement notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.

*Schedule 1*

## PRESCRIBED OFFENCES

[cl.10.4]

**Local Government Act 1995***City of Albany*

## Activities on Thoroughfares and Public Places and Trading Local Law 2011

**OFFENCES AND MODIFIED PENALTIES**

<b>Item No.</b>	<b>Clause No.</b>	<b>Description</b>	<b>Modified Penalty \$</b>
1.	2.1(a)	Plant of 0.75 metres in height on thoroughfare within 10 metres of intersection	125
2.	2.1(b)	Damaging lawn or garden	125
3.	2.1(c)	Plant (except grass) on a thoroughfare within 1 metre of carriageway	125
4.	2.1(d)	Removal of tree on thoroughfare or verge	350
5.	2.1(e)	Obstructing or causing a hazard on thoroughfare or verge	125
6.	2.1(f)	Damaging, removing or interfering with a thoroughfare or structure	350
7.	2.1(g)	Playing games so as to impede vehicles or persons on thoroughfare	125
8.	2.1(h)	Riding of bicycle, skateboard, roller-blades or similar device within a mall, arcade or verandah of a shopping centre	125

Item No.	Clause No.	Description	Modified Penalty \$
9.	2.2(1)(a)	Dig or otherwise create a trench through or under a kerb, footpath or carriageway without a permit	125
10.	2.2(1)(b)	Throwing or placing anything on a verge without a permit	125
11.	2.2(1)(c)	Causing obstruction to vehicle or person on thoroughfare without a permit	125
12.	2.2(1)(d)	Causing obstruction to water channel on thoroughfare without a permit	250
13.	2.2(1)(e)	Placing or draining offensive fluid on thoroughfare without a permit.	250
14.	2.2(1)(g)	Lighting a fire on a thoroughfare without a permit	350
15.	2.2(1)(h)	Felling tree onto a thoroughfare without a permit	125
16.	2.2(1)(i)	Installing pipes or stones on thoroughfare without a permit	125
17.	2.2(1)(j)	Installing a hoist or other thing on a structure or land for use over a thoroughfare without a permit	350
18.	2.2(1)(k)	Creating a nuisance on a thoroughfare without a permit	125
19.	2.2(1)(l)	Placing a bulk rubbish container on a thoroughfare without a permit	125
20.	2.2(1)(m)	Interfering with anything on a thoroughfare without a permit	125
21.	2.3(1)	Consumption or possession of liquor on thoroughfare	125
22.	2.4(1)	Failure to obtain permit for temporary crossing	250
23.	2.5(2)	Failure to comply with notice to remove crossing and reinstate kerb	350
24.	2.9(1)	Installation of verge treatment other than permissible verge treatment	250
25.	2.10	Failure to maintain permissible verge treatment or placement of obstruction on verge	125
26.	2.11	Failure to comply with notice to rectify default	125
27.	2.17(2)	Failure to comply with sign on public place	125
28.	2.19(2)	Driving or taking a vehicle on a closed thoroughfare	350
29.	3.2(1)	Placing advertising sign or affixing any advertisement on a thoroughfare without a permit	125
30.	4.1(1)	Animal or vehicle obstructing a public place or local government property	125
31.	4.2(2)(a)	Animal on thoroughfare when not led, ridden or driven	125
32.	4.2(2)(b)	Animal on public place with infectious disease	125
33.	4.2(2)(c)	Training or racing animal on thoroughfare in built-up area	125
34.	4.2(3)	Horse led, ridden or driven on thoroughfare in built-up area	125
35.	4.5	Person leaving shopping trolley in public place other than trolley bay	125
36.	4.6(2)	Failure to remove shopping trolley upon being advised of location	125
37.	5.6(1)	Driving a vehicle on other than the carriageway of a flora road	250
38.	5.9	Planting in thoroughfare without a permit	200
39.	5.11	Failure to obtain permit to clear a thoroughfare	500
40.	5.13	Burning of thoroughfare without a permit	500
41.	5.17	Construction of firebreak on thoroughfare without a permit	500
42.	5.19	Commercial harvesting of native flora on thoroughfare	500
43.	5.20(1)	Collecting seed from native flora on thoroughfare without a permit	350
44.	6.2(1)	Conducting of stall in public place without a permit	350
45.	6.3(1)	Trading without a permit	350
46.	6.8(1)(a)	Failure of stallholder or trader to display or carry permit	125
47.	6.8(1)(b)	Stallholder or trader not displaying valid permit	125
48.	6.8(1)(c)	Stallholder or trader not carrying certified scales when selling goods by weight	125



9 March 2012

GOVERNMENT GAZETTE, WA

965

<b>Item No.</b>	<b>Clause No.</b>	<b>Description</b>	<b>Modified Penalty \$</b>
49.	6.8(2)	Stallholder or trader engaged in prohibited conduct	125
50.	6.10	Performing in a public place without a permit	125
51.	6.11(2)	Failure of performer to move onto another area when directed	125
52.	6.14	Failure of performer to comply with obligations	125
53.	6.16	Establishment or conduct of outdoor eating facility without a permit	350
54.	6.18	Failure of permit holder of outdoor eating facility to comply with obligations	125
55.	6.20(1)	Use of equipment of outdoor eating facility without purchase of food or drink from facility	60
56.	6.20(2)	Failure to leave outdoor eating facility when requested to do so by permit holder	60
57.	7.5	Failure to comply with a condition of a permit	125
58.	7.9	Failure to produce permit on request of authorised person	125
59.	10.1	Failure to comply with notice given under local law	125

---

Dated: 20 September 2011.

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

FAILEEN JAMES, Chief Executive Officer.  
MILTON EVANS JP, Mayor



City of Albany  
Local Law

LOCAL GOVERNMENT ACT 1995

City of Albany

# LOCAL GOVERNMENT PROPERTY LOCAL LAW 2011

(As Amended)

<b>Document Approval</b>			
<b>Document Development Officer:</b>		<b>Document Owner:</b>	
Manager Governance & Risk (MGR)		Council	
<b>Document Control</b>			
<b>File Number - Doc Type:</b>		CM.STD.2 – Local Law	
<b>Document Ref Number:</b>		NLL22154084	
<b>Quality Assurance:</b>		Council Committee and Council	
<b>Distribution:</b>		Public Document	
<b>Document Revision History</b>			
Version	Author	Version Description	Date Completed
1.0	MGR	Synergy Ref: NLL1876943 Local Government: Albany City Gazette Date: 9/3/2012, Page Number: p966-82 Action Type: Adopt / Repeal Title: Local Government Property Local Law 2011 <i>Note: Local Government Amendment (Property) Local Law 2014 published on 6/1/2015, Page Number: p.16</i>	24/01/2018
1.1	MGR	Synergy Reference: NLL1890731. Amended: Determination: OCM 27/10/2015: Resolution WS088: Prohibition Of Motorised Watercraft, detailed at Schedule 2 – Determinations.	3/12/2018
1.2	MGR	Synergy Reference: NLL20120917 Amended to comply with section 5.96(1)(b) of the Local Government Act 1995, which requires that an up-to-date consolidated version of the local law, that is in force, is to be published on the local government's website.	27/10/2020
1.3	MGR	Synergy Reference: NLL22154084 Amended to include determination resolved on 24 August 2022, Resolution DIS266 – Vehicles on Beaches. Determination detailed at attachment 2.	16/09/2022

Contents

Document Control..... 2

**PART 1 - PRELIMINARY ..... 6**

    1.1 Citation ..... 6

    1.2 Repeal ..... 6

    1.3 Commencement ..... 6

    1.4 Application ..... 6

    1.5 Interpretation ..... 6

    1.6 Overriding power to hire and agree ..... 8

    1.7 Application as to assistance animals ..... 8

**PART 2—DETERMINATIONS IN RESPECT OF LOCAL GOVERNMENT PROPERTY ..... 8**

    Division 1—Determinations ..... 8

        2.1 Determinations as to use of local government property ..... 8

        2.2 Procedure for making a determination ..... 8

        2.3 Discretion to erect sign ..... 9

        2.4 Determination to be complied with ..... 9

        2.5 Register of determinations ..... 9

        2.6 Amendment or revocation of a determination ..... 9

    Division 2—Activities which may be pursued or prohibited under a determination ..... 9

        2.7 Activities which may be pursued on specified local government property ..... 9

        2.8 Activities which may be prohibited on specified local government property ..... 10

    Division 3—Transitional ..... 11

        2.9 Signs taken to be determinations ..... 11

**PART 3—PERMITS ..... 11**

    Division 1—Preliminary ..... 11

        3.1 Application of Part ..... 11

    Division 2—Applying for a permit ..... 11

        3.2 Application for permit ..... 11

        3.3 Decision on application for permit ..... 12

    Division 3—Conditions ..... 12

        3.4 Conditions which may be imposed on a permit ..... 12

        3.5 Imposing conditions under a policy ..... 13

        3.6 Compliance with and variation of conditions ..... 13

    Division 4—General ..... 13

        3.7 Agreement for building ..... 13

        3.8 Duration of permit ..... 13

        3.9 Renewal of permit ..... 13

        3.10 Transfer of permit ..... 13

        3.11 Production of permit ..... 14

        3.12 Cancellation of permit ..... 14

    Division 5—When a permit is required ..... 14

        3.13 Activities needing a permit ..... 14

        3.14 Permit required to camp outside a facility ..... 15

        3.15 Permit required for possession and consumption of liquor ..... 15

    Division 6—Responsibilities of permit holder ..... 15

        3.16 Responsibilities of permit holder ..... 15

**PART 4—BEHAVIOUR ON ALL LOCAL GOVERNMENT PROPERTY ..... 16**

    Division 1—Behaviour on and interference with local government property ..... 16

    4.1 Behaviour which interferes with others ..... 16

    4.2 Behaviour detrimental to property ..... 16

    4.3 Taking or injuring any fauna ..... 16

    4.4 Removing or damaging any flora ..... 16

    4.5 Intoxicated persons not to enter local government property ..... 17

    4.6 No prohibited drugs ..... 17

    4.7 Refusal of entry and removal ..... 17

    Division 2—Signs ..... 17

    4.8 Signs ..... 17

**PART 5—MATTERS RELATING TO PARTICULAR LOCAL GOVERNMENT PROPERTY ..... 17**

    Division 1—Aquatic Centre and Leisure Centre ..... 17

    5.1 When entry must be refused ..... 17

    5.2 Consumption of food and drink may be prohibited ..... 17

    5.3 No use of camera devices in change rooms ..... 18

    Division 2—Beaches ..... 18

    5.4 Powers of authorised persons or surf lifesaving club members ..... 18

    5.5 Authority of local government employee to prevail ..... 18

    5.6 Persons to comply with signs and directions ..... 18

    Division 3—Fenced or closed property ..... 18

    5.7 No entry to fenced or closed local government property ..... 18

    Division 4—Toilet blocks and change rooms ..... 19

    5.8 Only specified gender to use entry of toilet block or change room ..... 19

    Division 5—Aerodrome (airport) ..... 19

    5.9 Access of animals restricted ..... 19

**PART 6—FEES FOR ENTRY ONTO LOCAL GOVERNMENT PROPERTY ..... 19**

    6.1 No unauthorised entry to function ..... 19

**PART 7—PEDESTRIAN BRIDGES ..... 19**

    Division 1—Preliminary ..... 19

    7.1 Interpretation ..... 19

    Division 2—Control and usage of pedestrian bridges ..... 20

    7.2 Vehicles on pedestrian bridge ..... 20

    7.3 Obstruction of pedestrian bridge ..... 20

    7.4 Rubbish, etc ..... 20

    7.5 Fires ..... 20

**PART 8—OBJECTIONS AND REVIEW ..... 20**

    8.1 Review of decision ..... 20

**PART 9—MISCELLANEOUS ..... 20**

    9.1 Authorised person to be obeyed ..... 20

    9.2 Persons may be directed to leave local government property ..... 20

    9.3 Disposal of lost property ..... 20

    9.4 Liability for damage to local government property ..... 20

**PART 10—ENFORCEMENT ..... 21**

    Division 1—Notices given under this local law ..... 21

    10.1 Offence to fail to comply with notice ..... 21

10.2 Local government may undertake requirements of notice.....	21
Division 2—Offences and penalties.....	21
Subdivision 1—General.....	21
10.3 Offences and general penalty.....	21
Subdivision 2—Infringement notices and modified penalties.....	21
10.4 Prescribed offences.....	21
10.5 Form of notices.....	21
Division 3—Evidence in legal proceedings.....	22
10.6 Evidence of a determination.....	22
Schedule 1.....	22
PRESCRIBED OFFENCES.....	22
PRESCRIBED OFFENCES AND MODIFIED PENALTIES.....	22
Schedule 2.....	24
DETERMINATIONS.....	24
PART 1—PRELIMINARY.....	24
1.1 Definitions.....	24
1.2 Interpretation.....	24
PART 2—APPLICATION.....	24
2.1 Vehicles on local government property.....	24
2.2 Activities prohibited on local government property.....	24
2.3 Prohibition of Motorised Watercraft.....	25
Attachment 1.....	26
Local Government Amendment (Property) Local Law 2014.....	26
1. Citation.....	26
2. Commencement.....	26
3. Property local laws amended.....	26
Attachment 2.....	27
Determination – Vehicles on Beaches.....	27

## LOCAL GOVERNMENT ACT 1995

City of Albany

**LOCAL GOVERNMENT PROPERTY LOCAL LAW 2011**

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Albany resolved on 15 July 2011 to make the following local law.

**PART 1 - PRELIMINARY****1.1 Citation**

This local law shall be cited as the *City of Albany Local Government Property Local Law 2011*.

**1.2 Repeal**

- (1) The City of Albany Local Government Property Local Law 2001 published in the *Government Gazette* on 8 November 2001 is repealed.
- (2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to be taken to no longer have any effect on and from the commencement day.
- (3) The Council may resolve that notwithstanding subclause (2), specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.

**1.3 Commencement**

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

**1.4 Application**

This local law applies—

- (a) throughout the district; and
- (b) for a distance of 200 metres seaward from the southern district boundary, as approved by the Lieutenant-Governor and deputy of the Governor under section 3.6 of the Act per notice published in the *Government Gazette*, No. 217 on 2 November 2001, page 5800.

**1.5 Interpretation**

In this local law unless the context otherwise requires—

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

**applicant** means a person who applies for a permit under clause 3.2;

**authorised person** means a person appointed by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

**boat** means any ship, vessel or structure capable of being used in navigation by water, however propelled or moved, and includes a jet ski;

**building** means any building which is local government property and includes a—

- (a) hall or room;
- (b) corridor, stairway or annexe of any hall or room; and
- (c) pedestrian bridge or jetty;

**camera device** means an apparatus for taking photographs or moving pictures, and includes a mobile phone when used for this purpose;

**CEO** means the chief executive officer of the local government;

**commencement day** means the day on which this local law comes into operation;

**costs** of the local government include administration costs;

**Council** means the council of the local government;

**date of publication** means, where local public notice is required to be given of a matter under this local law, the date on which notice of the matter is published in a newspaper circulating generally throughout the district;

**determination** means a determination made under clause 2.1;

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

**function** means an event or activity characterised by all or any of the following—

- (a) formal organisation and preparation;
- (b) its occurrence is generally advertised or notified in writing to particular persons;
- (c) organisation by or on behalf of a club;
- (d) payment of a fee to attend it; and
- (e) systematic recurrence in relation to the day, time and place;

**liquor** has the same meaning as is given to it in section 3 of the *Liquor Control Act 1988*;

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

**local government property** means anything except a thoroughfare—

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the Land Administration Act 1997; or
- (c) which is an “otherwise unvested facility” within section 3.53 of the Act;

**local public notice** has the same meaning as in section 1.7 of the Act;

**Manager** means the person for the time being employed by the local government to control and manage a pool area or other facility which is local government property and includes the person’s assistant or deputy;

**nuisance** means—

- (a) anything, condition, circumstance or state of affairs which is injurious or dangerous to the health of a reasonable person, or which has a disturbing effect on the state of reasonable physical, mental or social well-being of a person;
- (b) anything a person does or permits or cause to be done which interferes with or is likely to interfere with the enjoyment or safe use by another person of any public place; and
- (c) anything a person does on public or private land which detracts from or interferes with the enjoyment or value of lands owned by another person.

**permit** means a permit issued under this local law; “permit holder” means a person who holds a valid permit; “person” does not include the local government;

**pool area** means any swimming and wading pools and spas and all buildings, structures, fittings, fixtures, machinery, chattels, furniture and equipment forming part of or used in connection with such swimming and wading pools and spas which are local government property;

**Regulations** means the *Local Government (Functions and General) Regulations 1996*;

**sign** includes a notice, flag, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols;

**trading** means the selling or hiring, or the offering for sale or hire of goods or services, and includes displaying goods for the purpose of—

- (a) offering them for sale or hire;
- (b) inviting offers for their sale or hire;
- (c) soliciting orders for them; or
- (d) carrying out any other transaction in relation to them; and



**vehicle** includes—

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
- (b) an animal being ridden or driven, but excludes—
- (c) a wheel-chair or any device designed for use, by a physically impaired person on a footpath;
- (d) a pram, a stroller or a similar device; and
- (e) a boat.

### **1.6 Overriding power to hire and agree**

Notwithstanding anything to the contrary in this local law, the local government may—

- (a) hire local government property to any person; or
- (b) enter into an agreement with any person regarding the use of any local government property.

### **1.7 Application as to assistance animals**

This local law is subject to any written law and any law of the Commonwealth about assistance animals as defined in the *Disability Discrimination Act 1992 (Commonwealth)* section 9(2).

## **PART 2—DETERMINATIONS IN RESPECT OF LOCAL GOVERNMENT PROPERTY**

### **Division 1—Determinations**

#### **2.1 Determinations as to use of local government property**

- (1) The local government may make a determination in accordance with clause 2.2—
  - (a) setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;
  - (b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;
  - (c) as to the matters in subclauses 2.7(2) and 2.8(2); and
  - (d) as to any matter ancillary or necessary to give effect to a determination.
- (2) The determinations in Schedule 2—
  - (a) are to be taken to have been made in accordance with clause 2.2;
  - (b) may be amended or revoked in accordance with clause 2.6; and
  - (c) have effect on the commencement day.

#### **2.2 Procedure for making a determination**

- (1) The local government is to give local public notice of its intention to make a determination.
- (2) The local public notice referred to in subclause (1) is to state that—
  - (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
  - (b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and
  - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the date of publication.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to—
  - (a) give local public notice that the proposed determination has effect as a determination on and from the date of publication;

- (b) amend the proposed determination, in which case subclause (5) will apply; or
  - (c) not continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c) the Council is to—
- (a) consider those submissions; and
  - (b) decide—
    - (i) whether or not to amend the proposed determination; or
    - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice—
- (a) of the effect of the amendments; and
  - (b) that the proposed determination has effect as a determination on and from the date of publication.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

**2.3 Discretion to erect sign**

The local government may erect a sign on local government property to give notice of the effect of a determination which applies to that property.

**2.4 Determination to be complied with**

A person shall comply with a determination.

**2.5 Register of determinations**

- (1) The local government is to keep a register of determinations made under clause 2.1, and of any amendments to or revocations of determinations made under clause 2.6.
- (2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

**2.6 Amendment or revocation of a determination**

- (1) The Council may amend or revoke a determination.
- (2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.
- (3) If the Council revokes a determination it is to give local public notice of the revocation and the determination is to cease to have effect on the date of publication.

**Division 2—Activities which may be pursued or prohibited under a determination**

**2.7 Activities which may be pursued on specified local government property**

- (1) A determination may provide that specified local government property is set aside as an area on which a person may—
  - (a) bring, ride or drive an animal;
  - (b) take, ride or drive a vehicle, or a particular class of vehicle;
  - (c) use, launch or fly powered model aeroplanes, gliders or rockets that are propelled by mechanical, hydraulic, combustion or pyrotechnic means;
  - (d) use a children’s playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;

- (e) launch, beach or leave a boat;
  - (f) take or use a boat, or a particular class of boat;
  - (g) deposit refuse, rubbish or liquid waste, whether or not of particular classes, and whether or not in specified areas of that local government property;
  - (h) play or practice—
    - (i) golf or archery;
    - (ii) pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 1973*; or
    - (iii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
  - (i) ride a bicycle, a skateboard, rollerblades, a sandboard or a similar device; and
  - (j) wear no clothing.
- (2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular—
- (a) the days and times during which the activity may be pursued;
  - (b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;
  - (c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;
  - (d) may limit the activity to a class of vehicles, boats, equipment or things, or may extend it to all vehicles, boats, equipment or things;
  - (e) may specify that the activity can be pursued by a class of persons or all persons; and
  - (f) may distinguish between different classes of the activity.

## 2.8 Activities which may be prohibited on specified local government property

- (1) In this clause—
- “**premises**” means a building, stadium or similar structure which is local government property, but not an open space such as a park or a playing field.
- (2) A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property—
- (a) smoking on premises;
  - (b) riding a bicycle, a skateboard, rollerblades, a sandboard or a similar device;
  - (c) taking, riding or driving a vehicle on the property or a particular class of vehicle;
  - (d) riding or driving a vehicle of a particular class or any vehicle above a specified speed;
  - (e) taking or using a boat, or a particular class of boat;
  - (f) the playing or practice of—
    - (i) golf, archery, pistol shooting or rifle shooting; or
    - (ii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
  - (g) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property;
  - (h) use, launch or fly powered model aeroplanes, gliders or rockets that are propelled by mechanical, hydraulic, combustion or pyrotechnic means; and

- (i) the traversing of sand dunes or land which in the opinion of the local government has environmental value warranting such protection, either absolutely or except by paths provided for that purpose.
- (3) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (2) and, in particular—
  - (a) the days and times during which the activity is prohibited;
  - (b) that an activity is prohibited on a class of local government property, specified local government property or all local government property;
  - (c) that an activity is prohibited in respect of a class of vehicles, boats, equipment or things, or all vehicles, boats, equipment or things;
  - (d) that an activity is prohibited in respect of a class of persons or all persons; and
  - (e) may distinguish between different classes of the activity.

### Division 3—Transitional

#### 2.9 Signs taken to be determinations

- (1) Where a sign erected on local government property has been erected under a local law of the local government repealed by this local law, then it is to be taken to be and have effect as a determination on and from the commencement day, except to the extent that the sign is inconsistent with any provision of this local law or any determination made under clause 2.1.
- (2) Clause 2.5 does not apply to a sign referred to in subclause (1).

## PART 3—PERMITS

### Division 1—Preliminary

#### 3.1 Application of Part

This Part does not apply to a person who uses or occupies local government property under a written agreement with the local government to do so.

### Division 2—Applying for a permit

#### 3.2 Application for permit

- (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law shall—
  - (a) be in the form determined by the local government;
  - (b) be signed by the applicant;
  - (c) provide the information required by the form; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2) or where the requirements of subclause (3) or (4) have not been satisfied.

**3.3 Decision on application for permit**

- (1) The local government may—
  - (a) approve an application for a permit unconditionally or subject to any conditions; or
  - (b) refuse to approve an application for a permit.
- (2) If the local government approves an application for a permit, it is to issue to the applicant, a permit in the form determined by the local government.
- (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.
- (4) The local government may, at any time, amend a condition of approval and the amended condition takes effect when written notice of it is given to the permit holder.

**Division 3—Conditions****3.4 Conditions which may be imposed on a permit**

- (1) Without limiting the generality of clause 3.3(1)(a), the local government may approve an application for a permit subject to conditions relating to—
  - (a) the payment of a fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act;
  - (b) compliance with a standard or a policy of the local government adopted by the local government;
  - (c) the duration and commencement of the permit;
  - (d) the commencement of the permit being contingent on the happening of an event;
  - (e) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
  - (f) the approval of another application for a permit which may be required by the local government under any written law;
  - (g) the area of the district to which the permit applies;
  - (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit or bond against such damage; and
  - (i) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government.
- (2) Without limiting clause 3.3(1)(a) and subclause (1), the following paragraphs indicate the type and content of the conditions on which a permit to hire local government property may be issued—
  - (a) when fees and charges are to be paid;
  - (b) payment of a bond against possible damage or cleaning expenses or both;
  - (c) restrictions on the erection of material or external decorations;
  - (d) rules about the use of furniture, plant and effects;
  - (e) limitations on the number of persons who may attend any function in or on local government property;
  - (f) the duration of the hire;
  - (g) the right of the local government to cancel a booking during the course of an annual or seasonal booking, if the local government sees fit;
  - (h) a prohibition on the sale, supply or consumption of liquor unless a liquor licence is first obtained for that purpose under the *Liquor Control Act 1988*;
  - (i) whether or not the hire is for the exclusive use of the local government property;

- (j) the obtaining of a policy of insurance in the names of both the local government and the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer; and
- (k) the provision of an indemnity from the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer.

**3.5 Imposing conditions under a policy**

- (1) In this clause—
  - policy** means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 3.3(1)(a).
- (2) Under clause 3.3(1)(a) the local government may approve an application subject to conditions by reference to a policy.
- (3) The local government shall give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 3.3(2).
- (4) An application for a permit shall be deemed not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.
- (5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy shall be deemed to be information within section 5.94(u)(i) of the Act.

**3.6 Compliance with and variation of conditions**

- (1) Where an application for a permit has been approved subject to conditions, the permit holder shall comply with each of those conditions.
- (2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

**Division 4—General**

**3.7 Agreement for building**

Where a person applies for a permit to erect a building on local government property the local government may enter into an agreement with the permit holder in respect of the ownership of the materials in the building.

**3.8 Duration of permit**

A permit is valid for one year from the date on which it is issued, unless it is—

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 3.12.

**3.9 Renewal of permit**

- (1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.
- (2) The provisions of this Part shall apply to an application for the renewal of a permit as though it were an application for a permit.

**3.10 Transfer of permit**

- (1) An application for the transfer of a valid permit is to—
  - (a) be made in writing;
  - (b) be signed by the permit holder and the proposed transferee of the permit;
  - (c) provide such information as the local government may require to enable the application to be determined; and

- (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
- (3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by an endorsement on the permit signed by the Chief Executive Officer.
- (4) Where the local government approves the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

**3.11 Production of permit**

A permit holder is to produce to an authorised person her or his permit immediately upon being required to do so by that authorised person.

**3.12 Cancellation of permit**

- (1) Subject to clause 8.1, a permit may be cancelled by the local government if the permit holder has not complied with a—
  - (a) condition of the permit; or
  - (b) determination or a provision of any written law which may relate to the activity regulated by the permit.
- (2) On the cancellation of a permit the permit holder—
  - (a) shall return the permit as soon as practicable to the CEO; and
  - (b) is to be taken to have forfeited any fees paid in respect of the permit.

**Division 5—When a permit is required**

**3.13 Activities needing a permit**

- (1) A person shall not without a permit—
  - (a) subject to subclause (3), hire local government property;
  - (b) advertise anything by any means on local government property;
  - (c) erect a structure for public amusement or for any performance, whether for gain or otherwise, on local government property;
  - (d) teach, coach or train, for profit, any person in a pool area or an indoor recreation facility which is local government property;
  - (e) plant any plant or sow any seeds on local government property;
  - (f) carry on any trading on local government property unless the trading is conducted—
    - (i) with the consent of a person who holds a permit to conduct a function, and where the trading is carried on under and in accordance with the permit; or
    - (ii) by a person who has a licence or permit to carry on trading on local government property under any written law;
  - (g) unless an employee of the local government in the course of her or his duties or on an area set aside for that purpose—
    - (i) drive or ride or take any vehicle on to local government property; or
    - (ii) park or stand any vehicle on local government property;
  - (h) conduct a function on local government property;
  - (i) charge any person for entry to local government property, unless the charge is for entry to land or a building hired by a voluntary non-profit organisation;
  - (j) light a fire on local government property except in a facility provided for that purpose;
  - (k) light or set alight any fireworks or conduct a fireworks display on local government property;

- (l) parachute, hang glide, paraglide, abseil, base jump or rock climb from or on to local government property;
- (m) erect a building or a refuelling site on local government property;
- (n) make any excavation on or erect or remove any fence on local government property;
- (o) erect or install any structure above or below ground, which is local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person;
- (p) depasture any horse, sheep, cattle, alpaca, goat, camel, ass or mule on local government property; or
- (q) carry out any activity in a determination that requires a permit to specify a particular local government property.
  - (i) The local government may exempt a person from compliance with subclause (1) on the application of that person.
  - (ii) The local government may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

**3.14 Permit required to camp outside a facility**

- (1) In this clause—
  - facility** has the same meaning as is given to it in section 5(1) of the *Caravan Parks and Camping Grounds Act 1995*.
- (2) This clause does not apply to a facility operated by the local government.
- (3) A person shall not without a permit—
  - (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property; or
  - (b) erect any tent, camp, hut or similar structure on local government property other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day.
- (4) The maximum period for which the local government may approve an application for a permit in respect of paragraph (a) or (b) of subclause (3) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997*.

**3.15 Permit required for possession and consumption of liquor**

- (1) A person, on local government property, shall not consume any liquor or have in her or his possession or under her or his control any liquor, unless—
  - (a) that is permitted under the *Liquor Control Act 1988*; and
  - (b) a permit has been obtained for that purpose.
- (2) Subclause (1) does not apply where the liquor is in a sealed container.

**Division 6—Responsibilities of permit holder**

**3.16 Responsibilities of permit holder**

- A holder of a permit shall in respect of local government property to which the permit relates—
- (a) ensure that an authorised person has unobstructed access to the local government property for the purpose of inspecting the property or enforcing any provision of this local law;
  - (b) leave the local government property in a clean and tidy condition after its use;
  - (c) report any damage or defacement of the local government property to the local government;



- (d) prevent the consumption of any liquor on the local government property unless the permit allows it and a licence has been obtained under the *Liquor Control Act 1988* for that purpose; and
- (e) ensure compliance with conditions upon which the permit was issued

## **PART 4—BEHAVIOUR ON ALL LOCAL GOVERNMENT PROPERTY**

### **Division 1—Behaviour on and interference with local government property**

#### **4.1 Behaviour which interferes with others**

A person shall not in or on any local government property behave in a manner which—

- (a) interferes with or is likely to interfere with the enjoyment of a person who might use the property;
- (b) causes or is likely to cause a disturbance to nearby residents; or
- (c) creates a nuisance.

#### **4.2 Behaviour detrimental to property**

(1) In subclause (1)—

**detrimental to the property** includes—

- (a) removing anything from the local government property such as a rock, a plant or a seat provided for the use of any person; and
- (b) destroying, defacing or damaging anything on the local government property, such as a plant, a seat provided for the use of any person or a building.

(2) A person shall not behave in or on local government property in a way which is or might be detrimental to the property.

#### **4.3 Taking or injuring any fauna**

(1) In this clause—

**animal** means any living thing that is not a human being or plant;

**fauna** means any animal indigenous to or which periodically migrates to any State or Territory of the Commonwealth or the territorial waters of the Commonwealth and includes in relation to any such animal—

- (a) any class of animal or individual member;
- (b) the eggs or larvae; or
- (c) the carcass, skin, plumage or fur.

(2) A person shall not cause harm, take, injure or kill or attempt to take, injure or kill any fauna which is on or above any local government property, unless that person is authorised under a written law or by an authorised person to do so.

#### **4.4 Removing or damaging any flora**

(1) In this clause—

**flora** means all vascular plants, seeds and other flora, whether living or dead.

(2) Unless authorised to do so under a written law or with the written approval of the CEO or an authorised person, a person must not—

- (a) Remove, damage or interfere with any flora that is on or above any
- (b) local government property; or
- (c) Plant or deposit any flora on local government property

**4.5 Intoxicated persons not to enter local government property**

A person shall not enter or remain on local government property while under the influence of liquor or a prohibited drug.

**4.6 No prohibited drugs**

A person shall not take a prohibited drug on to, or consume or use a prohibited drug on, local government property.

**4.7 Refusal of entry and removal**

- (1) If the CEO or an authorised person considers that a person has behaved in a manner contrary to the provisions of this Part, the CEO or authorised person may—
  - (a) refuse to allow that person to enter local government property; and
  - (b) if the person is on local government property, direct the person to leave the local government property.
- (2) A person who has been refused entry or who has been directed to leave under subclause (1) must immediately leave the local government property quickly and peaceably.
- (3) If a person fails to comply with subclause (2), the CEO or an authorised person may remove the person, or arrange for the person to be removed, from the local government property.

**Division 2—Signs****4.8 Signs**

- (1) A local government may erect a sign on local government property specifying any conditions of use which apply to that property.
- (2) A person shall comply with a sign erected under subclause (1).
- (3) A condition of use specified on a sign erected under subclause (1) is—
  - (a) not to be inconsistent with any provision of this local law or any determination; and
  - (b) to be for the purpose of giving notice of the effect of a provision of this local law.

**PART 5—MATTERS RELATING TO PARTICULAR LOCAL GOVERNMENT PROPERTY****Division 1—Aquatic Centre and Leisure Centre****5.1 When entry must be refused**

A Manager or an authorised person shall refuse admission to, may direct to leave or shall remove or cause to be removed from a pool area, a gymnasium area or sports area any person who—

- (a) in her or his opinion is—
  - (i) under the age of 10 years and who is unaccompanied by a responsible person over the age of 16 years;
  - (ii) suffering from any contagious, infectious or cutaneous disease or complaint, or is in an unclean condition;
  - (iii) under the influence of liquor or a prohibited drug; or
- (b) not wearing appropriate bathing and or workout attire or footwear so as to meet safety requirements when in or around any pool area, gymnasium area or using any fitness or sports equipment; or
- (c) to be refused admission under and in accordance with a decision of the local government for breaching any clause of this local law.

**5.2 Consumption of food and drink may be prohibited**

A person shall not consume and food or drink in an area where consumption is prohibited by a sign.

**5.3 No use of camera devices in change rooms**

No person shall operate a camera device in any portion of a change room at an aquatic or leisure centre to record or transmit an image.

**Division 2—Beaches****5.4 Powers of authorised persons or surf lifesaving club members**

- (1) An authorised person employed by the local government may perform all or any of the following functions in relation to a beach—
  - (a) patrol any beach;
  - (b) carry out any activity on any beach;
  - (d) erect signs designating bathing areas and signs regulating, prohibiting or
    - (a) restricting specified activities on the whole or any part of a beach or in or on
    - (b) the water adjacent to the beach and to direct persons on the beach or in or on
    - (c) the water to comply with such signs;
    - (d) temporarily enclose any area with rope, hessian, wire or any other means for
    - (e) the conduct of surf lifesaving club activities; and
    - (f) direct persons to leave the water adjacent to a beach during dangerous
    - (g) conditions or if a shark is suspected of being in the vicinity of a beach.
- (2) Subject to subclause (3), the local government may authorise, under section 9.10 of the Act, the members of a surf lifesaving club to perform all or any of the functions listed in subclause (1).
- (3) Members authorised by the local government under subclause (2) must have been recommended by the surf lifesaving club as competent to perform the functions referred to in that subclause in respect of which they are authorised.
- (4) Under subclause (1), the local government may authorise members generally, or in relation to particular times, days or months.

**5.5 Authority of local government employee to prevail**

If the local government has authorised a person under clause 5.4(1) and a member of a surf lifesaving club under clause 5.4(2) in relation to the same beach, where they could perform a function referred to in clause 5.4(1) contemporaneously, the authority of an authorised person employed by the local government under clause 5.4(1) is to prevail.

**5.6 Persons to comply with signs and directions**

A person shall—

- (a) not act in contravention of any sign erected on a beach under clause 5.4(1)(c);
- (b) not enter an area which has been temporarily closed with rope, hessian, wire or any other means for the conduct of surf lifesaving club activities, unless he or she is a member of the club or has obtained permission to enter from the club;
- (c) comply with any direction given under clause 5.4(1)(c) or 5.4(1)(e); and
- (d) not interfere with, obscure, obstruct, or hang any item of clothing or towel on a flag, sign, notice or item of life saving equipment.

**Division 3—Fenced or closed property****5.7 No entry to fenced or closed local government property**

A person must not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorised to do so by the local government.

**Division 4—Toilet blocks and change rooms**

**5.8 Only specified gender to use entry of toilet block or change room**

- (1) Where a sign on a toilet block or change room specifies that a particular entry of the toilet block or change room is to be used by—
  - (a) females, then a person of the male gender shall not use that entry of the toilet block or change room;
  - (b) males, then a person of the female gender shall not use that entry of the toilet block or change room; or
  - (c) families, then, where the toilet block or change room is being used by a family, only an immediate member of that family may use that entry of the toilet block or change room.
- (2) Paragraphs (a) and (b) of subclause (1) do not apply to a child when accompanied by a parent, guardian or caregiver, where the child is—
  - (a) under the age of 8 years; or
  - (b) otherwise permitted by an authorised person to use the relevant entry.

**Division 5—Aerodrome (airport)**

**5.9 Access of animals restricted**

- (1) A person shall not bring an animal on to an aerodrome unless—
  - (a) the person is a person referred to in section 8 of the *Dog Act 1976* acting in accordance with that provision;
  - (b) the animal is being air freighted from the aerodrome;
  - (c) the animal has been air freighted to the aerodrome; or
  - (d) the person is authorised to do so by the local government.
- (2) A person in charge of an animal shall keep the animal under control and shall not allow it to wander at large on the aerodrome.
- (3) If an animal is at any time on an aerodrome in contravention of subclause (2), in addition to the person specified in that subclause, the owner of the animal at that time commits an offence against subclause (2).

**PART 6—FEES FOR ENTRY ONTO LOCAL GOVERNMENT PROPERTY**

**6.1 No unauthorised entry to function**

- (1) A person shall not enter local government property on such days or during such times as the property may be set aside for a function for which a charge for admission is authorised, except—
  - (a) through the proper entrance for that purpose; and
  - (b) on payment of the fee chargeable for admission at the time.
- (2) The local government may exempt a person from compliance with subclause (1)(b).

**PART 7—PEDESTRIAN BRIDGES**

**Division 1—Preliminary**

**7.1 Interpretation**

- (1) This Part only applies to pedestrian bridges on local government property.
- (2) In this Part—  
**pedestrian bridge** means any bridge intended for use by pedestrians only.

## Division 2—Control and usage of pedestrian bridges

### 7.2 Vehicles on pedestrian bridge

A person must not drive, ride or take a vehicle onto or allow the vehicle to remain on any pedestrian bridge without express permission of the local government.

### 7.3 Obstruction of pedestrian bridge

- (1) No person shall place or cause to be placed on any pedestrian bridge any obstruction without permission in writing of the local government.
- (2) No person shall obstruct any representative or employee of the local government in constructing, repairing, adding to or working on or in relation to any pedestrian bridge.

### 7.4 Rubbish, etc

A person must not throw or place or cause to be thrown or placed at or on any pedestrian bridge any glass, stone, missile, filth, dirt, rubbish or other matter of similar nature.

### 7.5 Fires

A person shall not under any pretext whatsoever light, place or keep a fire upon or against any pedestrian bridge.

## PART 8—OBJECTIONS AND REVIEW

### 8.1 Review of decision

When the local government makes a decision as to whether it will—

- (a) grant a person a permit or consent under this local law; or
- (b) renew, vary, or cancel a permit or consent that a person has under this local law, the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to that decision.

## PART 9—MISCELLANEOUS

### 9.1 Authorised person to be obeyed

A person on local government property shall obey any lawful direction of an authorised person and shall not in any way obstruct or hinder an authorised person in the execution of her or his duties.

### 9.2 Persons may be directed to leave local government property

An authorised person may direct a person to leave local government property where she or he reasonably suspects that the person has contravened a provision of any written law.

### 9.3 Disposal of lost property

An article left on any local government property, and not claimed within a period of 3 months, may be disposed of by the local government in any manner it thinks fit.

### 9.4 Liability for damage to local government property

- (1) Where a person unlawfully damages local government property, the local government may by notice in writing to that person require that person within the time specified in the notice to, at the option of the local government, pay the costs of—
  - (a) reinstating the property to the state it was in prior to the occurrence of the damage; or
  - (b) replacing that property.
- (2) On a failure to comply with a notice issued under subclause (1), the local government may recover the costs referred to in the notice as a debt due to it.

**PART 10—ENFORCEMENT****Division 1—Notices given under this local law****10.1 Offence to fail to comply with notice**

A person who fails to comply with a notice given to him or her under this local law commits an offence.

**10.2 Local government may undertake requirements of notice**

If a person fails to comply with a notice referred to in clause 10.1, the local government may do the thing specified in the notice and recover from the person to whom the notice was given, as a debt, the costs incurred in so doing.

**Division 2—Offences and penalties****Subdivision 1—General****10.3 Offences and general penalty**

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

**Subdivision 2—Infringement notices and modified penalties****10.4 Prescribed offences**

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorised person should be satisfied that—
  - (a) commission of the prescribed offence is a relatively minor matter; and
  - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

**10.5 Form of notices**

- (1) For the purposes of this local law—
  - (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
  - (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
  - (c) the form of the withdrawal of infringement notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.
- (2) Where an infringement notice is given under section 9.16 of the Act in respect of an alleged offence against clause 2.4, the notice is to contain a description of the alleged offence.

**Division 3—Evidence in legal proceedings**

**10.6 Evidence of a determination**

- (1) In any legal proceedings, evidence of a determination may be given by tendering the register referred to in clause 2.5 or a certified copy of an extract from the register.
- (2) It is to be presumed, unless the contrary is proved, that the determination was properly made and that every requirement for it to be made and have effect has been satisfied.
- (3) Subclause (2) does not make valid a determination that has not been properly made.

**Schedule 1**

**PRESCRIBED OFFENCES**

**[cl. 10.4]**

City of Albany

Local Government Property Local Law 2011

**PRESCRIBED OFFENCES AND MODIFIED PENALTIES**

Item No.	Clause No.	Description	Modified Penalty \$
1	2.4	Failure to comply with determination	125
2	3.6	Failure to comply with conditions of permit	125
3	3.13(1)	Failure to obtain a permit	125
4	3.14(3)	Failure to obtain permit to camp outside a facility	125
5	3.15(1)	Failure to obtain permit for liquor	125
6	3.16	Failure of permit holder to comply with responsibilities	125
7	4.1	Behaviour which interferes with others	125
8	4.2(2)	Behaviour detrimental to property	125
9	4.3(2)	Taking or injuring any fauna	350
10	4.4(2)	Removing or damaging any flora	350
11	4.5	Under influence of liquor or prohibited drug	125
12	4.7(2)	Failure to leave local government property	125
13	4.8(2)	Failure to comply with sign on local government property	125
14	5.2	Consuming food or drink in prohibited area	125
15	5.3	Using a camera device in any portion of a change room at an aquatic or leisure	125

REPORT ITEM DIS 361 REFERS

Item No.	Clause No.	Description	Modified Penalty \$
16	5.6	Failure to comply with sign or direction on beach	125
17	5.7	Unauthorised entry to fenced or closed local government property	125
18	5.8	Enter toilet block or change room facility of opposite gender	125
19	5.9(1)	Unauthorised presence of animal on aerodrome	350
20	5.9(2)	Animal wandering at large on aerodrome—person in charge	350
21	5.9(3)	Animal wandering at large on aerodrome—owner	350
22	6.1(1)	Unauthorised entry to function on local government property	125
23	7.2	Unauthorised vehicle on pedestrian bridge	125
24	7.3	Obstruction of a pedestrian bridge	125
25	7.4	Throwing or placing rubbish on a pedestrian bridge	125
26	7.5	Lighting or placing a fire on a pedestrian bridge	125
27	9.1	Failure to comply with order of an authorised person	250
28	9.2	Failure to obey direction of an authorised person to leave local government property	250
29	10.1	Failure to comply with notice	250



**Schedule 2**

[cl.2.1(2)]

**DETERMINATIONS**

City of Albany

Local Government Property Local Law 2011

**DETERMINATIONS**

The following determinations are to be taken to have been made by the local government under clause 2.1.

**PART 1—PRELIMINARY****1.1 Definitions**

In these determinations unless the context otherwise requires—

**local law** means the City of Albany Local Government Property Local Law 2011 made by the local government.

**1.2 Interpretation**

Where a term is used but not defined in a determination and that term is defined in the local law then the term shall have the meaning given to it in the local law.

**PART 2—APPLICATION****2.1 Vehicles on local government property**

- (1) Unless authorised by a permit or determination, a person must not take or cause a vehicle to be taken onto or driven on local government property unless—
  - (a) subject to subclause (3), the local government property is clearly designated as a road, access way or car park;
  - (b) the vehicle is driven by a local government employee, authorised person or contractor engaged by the local government who is engaged in—
    - (i) providing a service or making a delivery in connection with the local government property; or
    - (ii) maintaining the local government property;
  - (c) the person is driving an emergency vehicle in the course of his or her duties; or
  - (d) the vehicle is a motorised wheelchair, and the driver of that vehicle is a person with a disability.
- (2) Other than in accordance with paragraphs (b), (c) or (d) of subclause (1), a person shall not drive a vehicle on local government property or part of it that is being used for a function for which a permit has been obtained unless permitted to do so by the permit holder or an authorised person.

*Note: Refer to Attachment 2 – Determination – Vehicles on Beaches*

**2.2 Activities prohibited on local government property**

- (a) A person shall not smoke on premises owned by the local government or under the care and control of the local government.
- (b) Person shall not, on any local government property, use or ride a bicycle or wheeled device, skateboard, or similar device—
  - (i) inside, or on the curtilage to, a building; or
  - (ii) on a sand dune.

- (c) A person shall not—
  - (i) play or practise golf, pistol shooting or rifle shooting on local government property; or
  - (ii) aim, shoot or throw an arrow or similar projectile on any local government property; except on land which is reserved by the local government for that purpose, or which is set aside under subclause 2.7(1) for that purpose.
- (d) A person shall not use, launch or fly powered aeroplanes, gliders or rockets that are propelled by mechanical, hydraulic, combustion or pyrotechnic means except on land which is reserved by the local government for that purpose, or as otherwise provided by determination or permit.

**2.3 Prohibition of Motorised Watercraft**

- (a) For this part, a **Motorised Watercraft** means a craft propelled by an inboard or outboard motor powering a water jet pump or propeller. This includes the following watercraft vessel descriptions: Powerboats, Personal Water Craft (Jet Ski), Recreational Vessels.
- (b) A person is prohibited from operating a motorised watercraft on bodies of water (rivers, lakes, dams) located on local government property except on water which is gazetted by the Department of Transport or approved by the City of Albany.
- (c) An authorised person shall have the authority to close a dam/lake/river to motorised watercraft if the water depth or condition may result in damage to the natural environment or pose a threat to public health and safety.

---

Dated: 20 September 2011.

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

FAILEEN JAMES, Chief Executive Officer.

MILTON EVANS JP, Mayor

---

**Attachments:**

1. **Local Government Amendment (Property) Local Law 2014**
2. **Determination – Vehicles on Beaches**

**LOCAL GOVERNMENT ACT 1995****Local Government Amendment (Property) Local Law 2014**

Made by the Governor in Executive Council under section 3.17(1) of the Act.

**1. Citation**

This local law is the Local Government Amendment (Property) Local Law 2014.

**2. Commencement**

This local law comes into operation as follows:

- (a) clauses 1 and 2 – on the day of which this local law is published in the Gazette;
- (b) the rest of the local law – on the day after that day.

**3. Property local laws amended**

- (1) This clause amends the local laws listed in the Table.
- (2) At the end of Part 1 insert:

**1.9 Application as to assistance animals**

This local law is subject to any written law and any law of the Commonwealth about assistance animals as defined in the Disabilities Discrimination Act 1992 (Commonwealth) section 9(2).

**Table**

Serial	Local government that made local law	Citation of local law	Gazette details of local law
1.	Albany	<i>City of Albany Local Government Property Local Law 2011</i>	9 March 2012 p. 966-82

*Note: Inserted at end of Part 1, however numbered as 1.7 Application as to assistance animals.*

**LOCAL GOVERNMENT ACT 1995****Determination – Vehicles on Beaches**

Council resolved on 24 August 2021 to ADOPT the following determination:

**DIS266: RESOLUTION (ALTERNATE MOTION BY COUNCILLOR DOUGHTY)  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR DOUGHTY  
SECONDED: COUNCILLOR SUTTON**

**THAT:**

- 1. The submissions received during the public submission period be NOTED.**
- 2. The proposed determination under the City of Albany Property Local Law 2011 be ADOPTED:**

Vehicles Permitted:

Reserve Name & Number	Proposed Determination
Emu Point Marina Beach - R22698	Vehicles Permitted
Shoal Bay - R25295	Vehicles Permitted
Nanarup Beach (West) – R45631 (excluding lagoon area)	Vehicles Permitted
Bettys Beach (North) – R52835	Vehicles Permitted

Vehicles Prohibited:

Reserve Name & Number	Proposed Determination
Anvil Beach - R30883	Vehicles Prohibited
Black Swan Point - R25551	Vehicles Prohibited
Boronia Reserve Foreshore - R6862	Vehicles Prohibited
Brambles West - R25295	Vehicles Prohibited
Cosy Corner West - R24547	Vehicles Prohibited
Emu Point Beach South - R22698	Vehicles Prohibited
Middleton Beach - R14789 & R26149	Vehicles Prohibited
Normans Beach - R2031	Vehicles Prohibited
Nullaki Peninsula (Ocean Beach) - R30883	Vehicles Prohibited
Rushy Point - R35754	Vehicles Prohibited
Whaleworld Beach - R21337	Vehicles Prohibited

Vehicles Prohibited other than for boat launching:

Reserve Name & Number	Proposed Determination
Cheynes Beach (Central) - R878	Vehicles Prohibited other than for boat launching or commercial fishing
Bettys Beach (South) - R52825	Vehicles Prohibited other than for boat launching.
Cape Riche - R1010	Vehicles Prohibited other than for boat launching.
Frenchman's Bay (Whalers Beach) R21337	Vehicles Prohibited other than for boat launching.

- 3. Barriers are installed to prohibit vehicles from accessing Nanarup Beach (West) Lagoon.**
- 4. A Code of Conduct be developed and implemented to guide the use of 4WDs on beaches.**
- 5. The Nanarup Beach Management Plan (1999) be reviewed and updated to guide future use of Nanarup Beach.**

**TIED 6-6  
THE MAYOR EXERCISED HIS CASTING VOTE  
CARRIED 7-6**



Nanarup Beach –  
**Vehicles Prohibited**  
in the “Lagoon Area” as depicted in hatched red.


**CITY OF ALBANY**

**REPORT**

To : His Worship the Mayor and Councillors  
From : Administration Officer - Planning  
Subject : Development Application Approvals – July 2023  
Date : 1 August 2023

---

1. The attached report shows Development Application Approvals issued under delegation by a planning officer for the month of July 2023
2. Within this period 47 Development applications were determined, of these;
  - 46 Development applications were approved under delegated authority; and
  - 1 Development application is required.



---

**Abby Widdison**  
Information Officer – Development Services

**PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY**  
Applications Determined for July 2023

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2230181	18/05/23	York Street	Albany	Outdoor Eating Facility/Alfresco Dining Development - Additions (Install Security Screen and Lock Box to Heritage Building)	Delegate Approved	11/07/23	Dylan Ashboth
P2230212	26/05/23	Lower Stirling Terrace	Albany		Delegate Approved	12/07/23	Jessica Anderson
P2230246	23/06/23	Frederick Street	Albany	Development - Maintenance/Repair (Re-Roof)	Delegate Approved	13/07/23	Brooke Mills
P2230238	20/06/23	Rainbows End	Big Grove	Single House - Addition (Patio)	Delegate Approved	24/07/23	Brooke Mills
P2230267	07/07/23	Humphrey Road	Big Grove	Single House - Outbuilding	Delegate Approved	24/07/23	Brooke Mills
P2230143	21/04/23	Ashford Street	Centennial Park	Motor Vehicle/Boat Repair (Lot 8)	Delegate Approved	03/07/23	Josh Dallimore
P2230183	18/05/23	Chevalier Street	Centennial Park	Industry - Light (Workshop x 2)	Delegate Approved	11/07/23	Josh Dallimore
P2230272	11/07/23	Cockburn Road	Centennial Park	Storeroom and Kitchen	Delegate Approved	31/07/23	Brooke Mills
P2230275	18/07/23	Ashford Street	Centennial Park	Industry Light - Honey Packaging & Mobile Honey Extraction	Delegate Approved	31/07/23	Brooke Mills
P2230280	19/07/23	Elleker-Grasmere Road	Elleker	Single House - Outbuilding	Delegate Approved	31/07/23	Brooke Mills
P2230043	02/02/23	Roundhay Street	Gledhow	Storage x2	Delegate Approved	05/07/23	Dylan Ashboth
P2230198	25/05/23	Cuming Road	Gledhow	Light Industry (Precast Concrete Structures); Storage ( 7 x Sea Containers)	Delegate Approved	20/07/23	Josh Dallimore
P2230229	15/06/23	Lowanna Drive	Gledhow	Single House & Outbuildings x2 (Shed & Carport)	Delegate Approved	12/07/23	Brooke Mills
P2230235	20/06/23	Frederick Street	Gledhow	Single House - Addition ( Patio) Additions & Alterations	Delegate Approved	17/07/23	Brooke Mills
P2230256	30/06/23	South Coast Highway	Gledhow	Single House - Additions/Alterations	Delegate Approved	24/07/23	Brooke Mills
P2230152	27/04/23	St Georges Crescent	Goode Beach	Approval of Existing Development - (Re-Roof)	Delegate Approved	12/07/23	Josh Dallimore

REPORT ITEM DIS 362 REFERS

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2230179	12/05/23	Valley Pond Heights	Kalgan	Single House	Delegate Approved	17/07/23	Brooke Mills
P2230215	06/06/23	East Bank Road	Kalgan	Single House - Alterations/Additions	Delegate Approved	11/07/23	Brooke Mills
P2220500	05/12/22	Chester Pass Road	Kalgan	Public Use - Additions (Site Office & Water Tank)	Delegate Approved	25/07/23	Jessica Anderson
P2230126	11/04/23	Hart View	King River	Ancillary Dwelling	Delegate Approved	04/07/23	Josh Dallimore
P2230231	19/06/23	Torbay Inlet Road	Kronkup	Development - Shade Shelter	Delegate Approved	12/07/23	Brooke Mills
P2230247	26/06/23	Forest Court	Kronkup	Development - Outbuilding & Water Tank	Delegate Approved	24/07/23	Brooke Mills
P2230250	26/06/23	Forest Court	Kronkup	Development - Outbuilding & Water Tank	Delegate Approved	24/07/23	Brooke Mills
P2230251	27/06/23	Cosy Corner Road	Kronkup	Development - Water Tank & Shelter	Delegate Approved	20/07/23	Brooke Mills
P2220115	15/03/22	Marine Terrace	Little Grove	(Temporary Approval) - Single House	Delegate Approved	17/07/23	Jessica Anderson
P2230145	24/04/23	Lancaster Road	Mckail	Single House - Additions (Garage)	Delegate Approved	17/07/23	Josh Dallimore
P2230038	01/02/23	Wylie Crescent	Middleton Beach	Single House	Delegate Approved	27/07/23	Josh Dallimore
P2230180	15/05/23	Hare Street	Middleton Beach	Single House - Retaining Wall	Delegate Approved	06/07/23	Dylan Ashboth
P2230197	25/05/23	Adelaide Crescent	Middleton Beach	Holiday Accommodation - Additions (1 x unit and garage - Lot 4)	Delegate Approved	12/07/23	Josh Dallimore
P2230209	30/05/23	Flinders Parade	Middleton Beach	Development (Earthworks in excess of 600m - Retaining Walls)	Delegate Approved	14/07/23	Josh Dallimore
P2230242	23/06/23	Marine Terrace	Middleton Beach	DEEMED TO COMPLY CHECK R-CODES	Development Application Required	05/07/23	Josh Dallimore
P2220222	16/05/22	Marine Terrace	Middleton Beach	Single House	Delegate Approved	05/07/23	Dylan Ashboth
P2230177	12/05/23	Rufus Street	Milpara	Single House	Delegate Approved	13/07/23	Dylan Ashboth



REPORT ITEM DIS 362 REFERS

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2230216	06/06/23	Chester Pass Road	Milpara	Industry - Service (Egg Sorting and Sales)	Delegate Approved	18/07/23	Brooke Mills
P2230245	23/06/23	Hereford Way	Milpara	Single House & Outbuilding (Lot 316 Hereford Way)	Delegate Approved	17/07/23	Brooke Mills
P2230252	28/06/23	Middleton Road	Mira Mar	Development (Earthworks in excess of 600mm - Retaining Wall)	Delegate Approved	31/07/23	Brooke Mills
P2230268	10/07/23	Lion Street	Mount Melville	Single House - Additions	Delegate Approved	25/07/23	Brooke Mills
P2230201	26/05/23	Eden Road	Nullaki	Single House Outbuilding Deck & Water Tanks (x3)	Delegate Approved	21/07/23	Josh Dallimore
P2230234	19/06/23	Katoomba Street	Orana	Single House - Outbuilding	Delegate Approved	10/07/23	Brooke Mills
P2230239	21/06/23	Lower Denmark Road	Robinson	Agriculture - Extensive (Outbuilding Additions)	Delegate Approved	20/07/23	Brooke Mills
P2230227	13/06/23	Nesbitt Road	Spencer Park	Grouped Dwelling (x2)	Delegate Approved	31/07/23	Brooke Mills
P2230248	26/06/23	David Street	Spencer Park	Single House - Alterations & Additions	Delegate Approved	17/07/23	Brooke Mills
P2230265	07/07/23	Chester Pass Road	Walmsley	Rural Pursuit - Additions	Delegate Approved	24/07/23	Brooke Mills
P2230273	11/07/23	Randell Crescent	Warrenup	Single House - Outbuilding	Delegate Approved	25/07/23	Brooke Mills
P2230185	19/05/23	Pendeen Road	Willyung	Industry - Service (Truck Service/Sales) - Additions	Delegate Approved	13/07/23	Josh Dallimore
P2230255	29/06/23	Copal Road	Willyung	Industry Light - Incidental Land Use - Pest Control	Delegate Approved	31/07/23	Brooke Mills
P2230228	15/06/23	Galle Street	Yakamia	Single House - Outbuilding (Sea Container)	Delegate Approved	10/07/23	Brooke Mills

## CITY OF ALBANY

## Building Report

To : His Worship the Mayor and Councillors  
 From : Suzanne Beale - Development Services  
 Subject : Building Activity – July 2023  
 Date : 1 August 2023

---

1. In July, Fifty Seven (57) building permits were issued for building activity worth \$19,961,107. There were no demolition permits issued.
2. It's brought to Council's attention that these figures included the following:

Permit #	Description	Estimated Value
167248	New Two Storey Dwelling	\$1,456,598
167334	New Multiple Retail Tenancy Building	\$9,000,000
167330	Stage 2 – Depot Workshop Shed Office & External Works	\$1,139,041

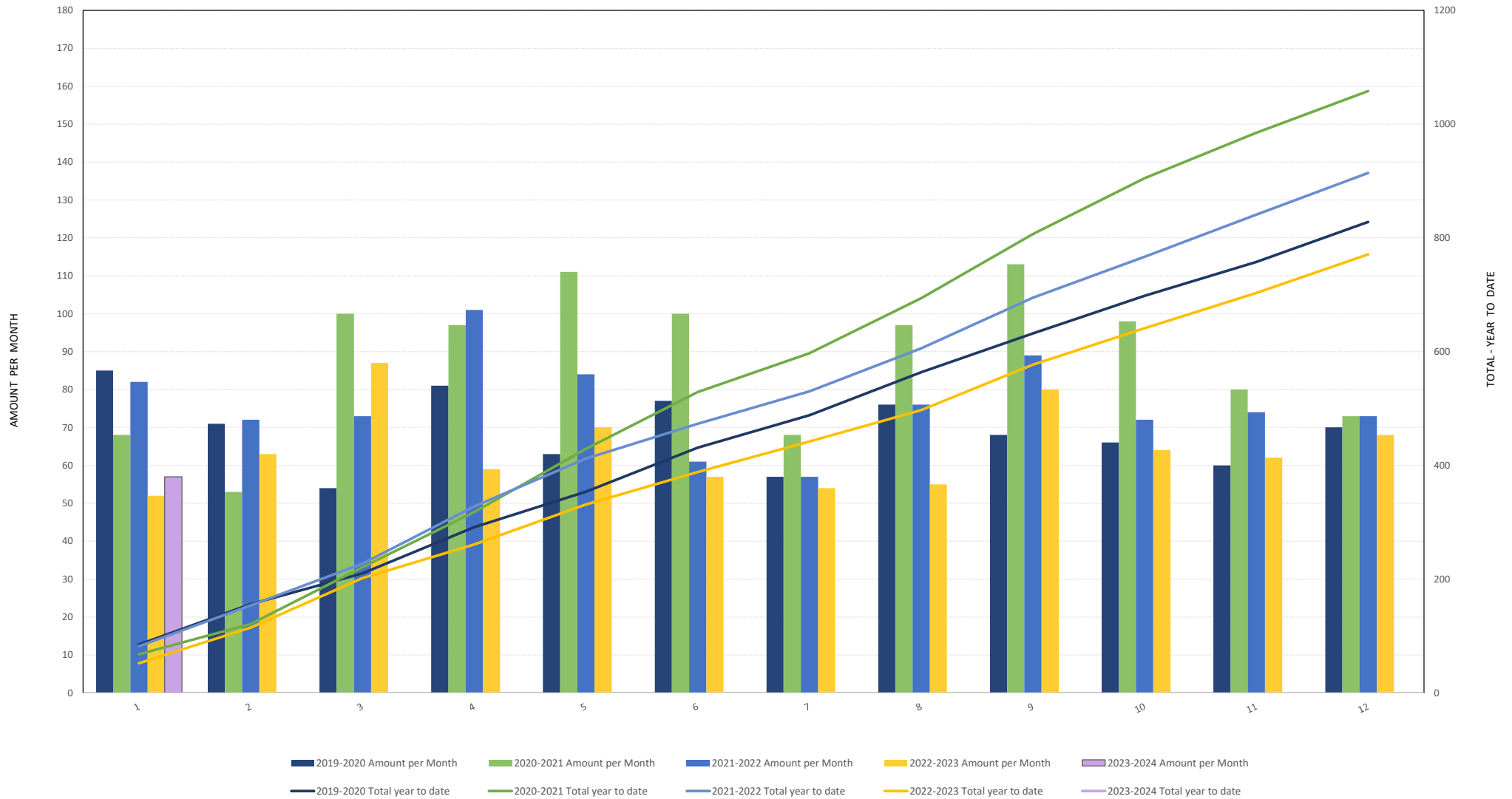
3. The three (3) attached graphs compare the current activity with the past five (5) fiscal years. The first one compares the number of decisions made, the second one compares the value of activity, and the third one compares the number of dwellings and units.
4. A breakdown of building activity into various categories is provided in the Building Construction Statistics form.
5. Attached are the details of the permits issued for July, the 1<sup>st</sup> month of activity in the City of Albany for the financial year 2023/2024.

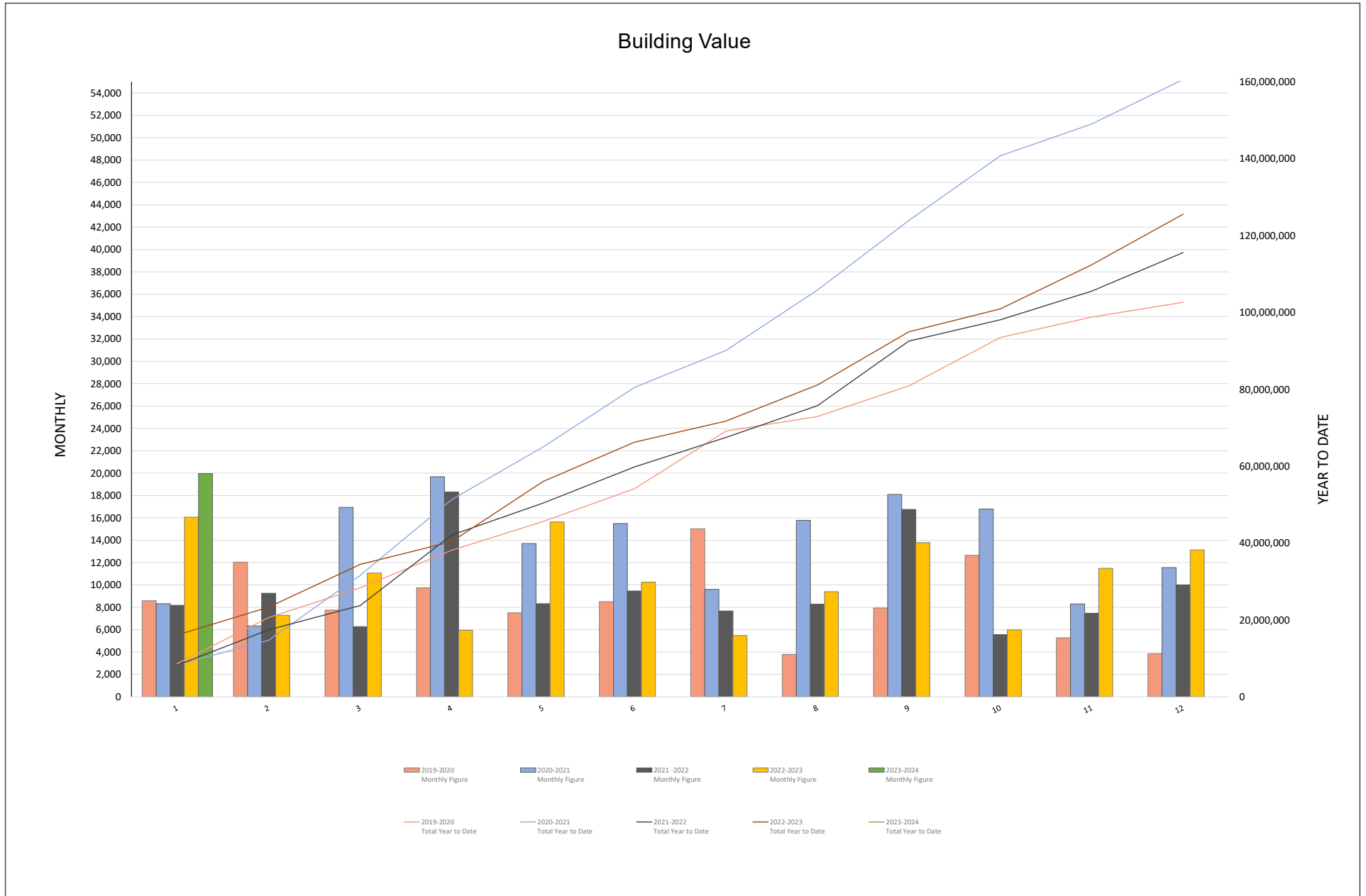


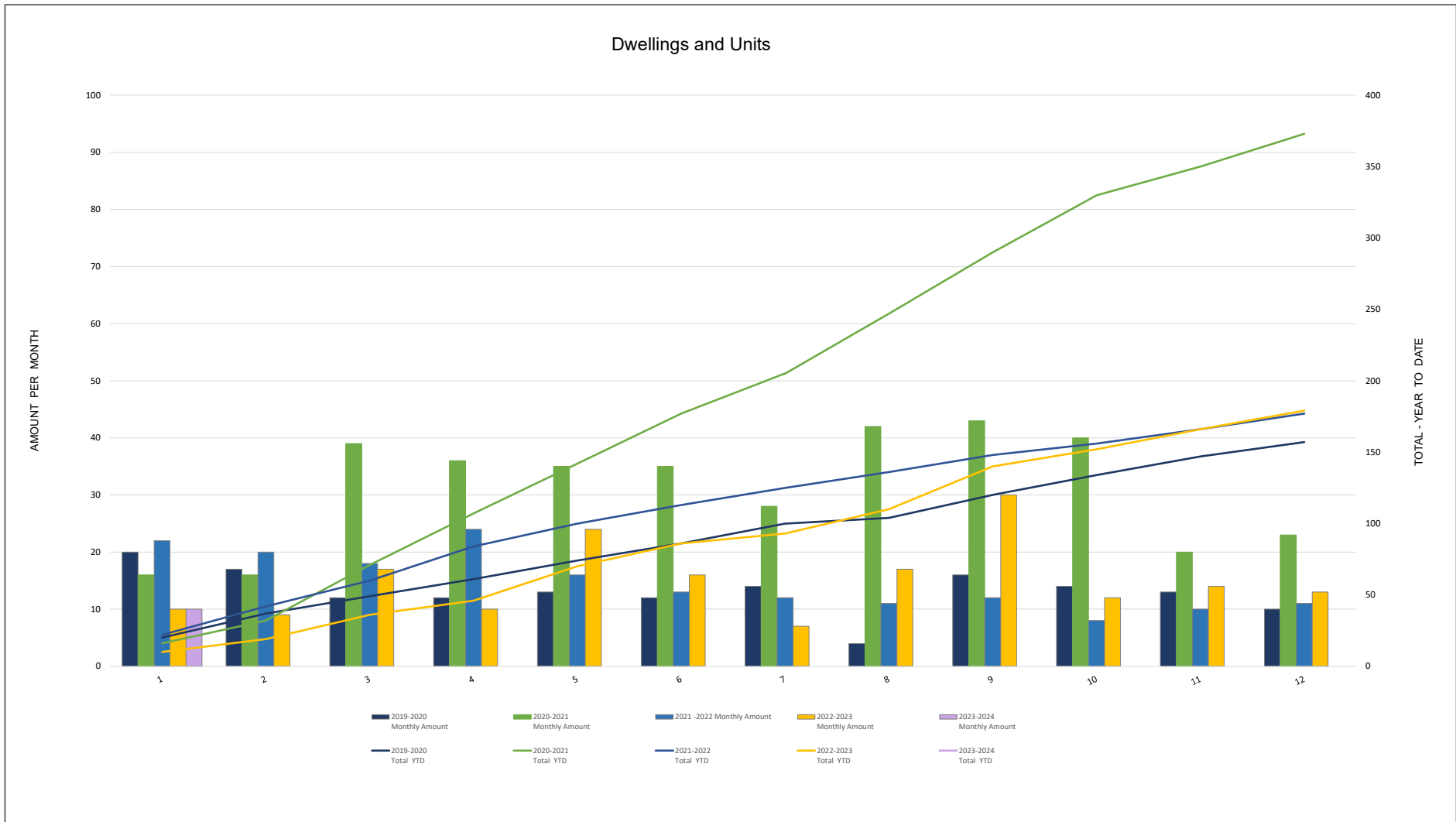

---

Suzanne Beale  
**Development Services**

Decisions Made







CITY OF ALBANY  
 BUILDING CONSTRUCTION STATISTICS FOR 2023 - 2024

2023-2024	SINGLE DWELLING		GROUP DWELLING		Total	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	9	5,851,352	1	150,000	10	10	416,088	17	1,590,141	0	0	5	11,507,791	1	19,850	11	425,885	19,961,107
AUGUST					0													0
SEPTEMBER					0													0
OCTOBER					0													0
NOVEMBER					0													0
DECEMBER					0													0
JANUARY					0													0
FEBRUARY					0													0
MARCH					0													0
APRIL					0													0
MAY					0													0
JUNE					0													0
TOTAL TO DATE	9	5,851,352	1	150,000	10	10	416,088	17	1,590,141	0	-	5	11,507,791	1	19,850	11	425,885	19,961,171

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

APPLICATIONS DETERMINED FOR JULY 2023

APPLICATION NUMBER	BUILDER	DESCRIPTION OF APPLICATION	STREET #	PROPERTY DESC (LOT #)	STREET ADDRESS	SUBURB
167248	POCOCK BUILDING COMPANY PTY LTD	NEW 2 STOREY DWELLING - UNCERTIFIED	109	LOT 101	COLLIE STREET	ALBANY
167324	STEEL CITY SIGNS	SIGN	104-110	LOTS 1, 7, 8, 2	STIRLING TERRACE	ALBANY
167336	KOSTER'S OUTDOOR PTY LTD	PATIO - UNCERTIFIED	32	LOT 11	FESTING STREET	ALBANY
167294	KOSTER'S OUTDOOR PTY LTD	PATIO - UNCERTIFIED	16	LOT 647	MCCARDELL CRESCENT	BAYONET HEAD
167301	OWNER BUILDER	PATIO - UNCERTIFIED	13	LOT 156	BENALLA DRIVE	BAYONET HEAD
167337	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED	15	LOT 104	KARROO VISTA	BAYONET HEAD
167295	POCOCK BUILDING COMPANY PTY LTD	NEW DWELLING - UNCERTIFIED		LOT 56	QUARANUP ROAD	BIG GROVE
167340	KOSTER'S OUTDOOR PTY LTD	SHED - UNCERTIFIED	810	LOT 104	FRENCHMAN BAY ROAD	BIG GROVE
167360	MATSON FABRICATIONS	PATIO - UNCERTIFIED	56	LOT 25	RAINBOWS END	BIG GROVE
167307	TROTT ENTRPRISES PTY LTD	ADDITION TO EXISTING DWELLING - UNCERTIFIED	12	LOT 31	BARKER ROAD	CENTENNIAL PARK
167335	RANBUILD GREAT SOUTHERN	SHED - UNCERTIFIED	3	LOT 123	BORONIA AVENUE	COLLINGWOOD HEIGHTS
167328	MCB CONSTRUCTION PTY LTD	CLASS 7B FARM SHED AND 2 X WATER TANKS - CERTIFIED		LOT 5777	SANDBERG ROAD	DROME
167316	OCCUPANCY PERMIT	OCCUPANCY PERMIT - RECREATION BUILDING	3-21	RES 22698 LOT PT1461	BIRSS STREET	EMU POINT
167302	MCB CONSTRUCTION PTY LTD	NEW MANUFACTURED CARETAKERS DWELLING - CERTIFIED	47	LOT 300	ROUNDHAY STREET	GLEDHOW
167327	MCB CONSTRUCTION PTY LTD	NEW COMMERCIAL WORKSHOP/OFFICE BUILDING STAGE ONE - CERTIFIED	2-6	LOT 2	KITSON STREET	GLEDHOW
167363	OWNER BUILDER	SHED - UNCERTIFIED	33	LOT 69	LOWANNA DRIVE	GLEDHOW
167289	DW LEEFLANG	DECK - UNCERTIFIED	45741	LOT 103	SOUTH COAST HIGHWAY	KALGAN
167296	J & TW DEKKER PTY LTD	NEW DWELLING CARPORT & WATER TANKS x 2 - UNCERTIFIED	317	LOT 152	GULL ROCK ROAD	KALGAN
167300	S & J WILLIAMS	SINGLE HOUSE ANCILLARY DWELLING AND SHED - CERTIFIED	24	LOT 35	SHELLEY BEACH ROAD	KRONKUP
167323	RANBUILD GREAT SOUTHERN	SPA & FENCE - UNCERTIFIED	16A	LOT 1	KILLINI ROAD	KRONKUP
167333	PAINT N QUIP PTY LTD	RELOCATED PYLON SIGN	126	LOT 9	CHESTER PASS ROAD	LANGE
167338	OWNER BUILDER	DECK AND PATIO - UNCERTIFIED	194	LOT 4	BAY VIEW DRIVE	LITTLE GROVE
167350	DG CASA BUILDING	NEW DWELLING - UNCERTIFIED	31	LOT 52	MARINE TERRACE	LITTLE GROVE
167354	T ANDERSON	CARPORT - UNCERTIFIED	535	LOT 5	FRENCHMAN BAY ROAD	LITTLE GROVE
167362	L NEWMAN	RETAINING WALLS - UNCERTIFIED	5	LOT 241	MAGPIE COVE	LITTLE GROVE
167313	AUSTWEST ROOFING PTY LTD	ROOF REPLACEMENT - UNCERTIFIED	32	LOT 228	MCKENZIE DRIVE	LOWER KING
167322	OWNER BUILDER	GARAGE - UNCERTIFIED	523	LOT 2	LOWER KING ROAD	LOWER KING

REPORT ITEM DIS 362 REFERS

APPLICATION NUMBER	BUILDER	DESCRIPTION OF APPLICATION	STREET #	PROPERTY DESC (LOT #)	STREET ADDRESS	SUBURB
167346	G THWAITES	RETAINING WALL - UNCERTIFIED	50	LOT 404	NAMBUCCA RISE	LOWER KING
167308	M POCKOCK	FARM MACHINERY SHED - UNCERTIFIED		LOTS 561 & 6767	HOWELL ROAD	MARBELUP
167344	HOME GROUP WA GREAT SOUTHERN PTY LTD	NEW DWELLING - UNCERTIFIED		LOT 19	ENGLEHEART DR	MCKAIL
167355	TRABS CONSTRUCTIONS T/AS RANBUILD GREAT	SHED - UNCERTIFIED	49	LOT 285	COSTIGAN STREET	MCKAIL
167320	DA & AM HOLLAND	ALTERATION AND ADDITIONS TO DWELLING (SECOND STOREY ADDITION	15	LOT 12	SEPPINGS STREET	MIDDLETON BEACH
167321	M & J ASHMAN	ALTERATIONS AND ADDITIONS TO EXISTING DWELLING - CERTIFIED	17	LOT 2	LAKE SEPPINGS DRIVE	MIDDLETON BEACH
167331	OWNER BUILDER	RETAINING WALL - UNCERTIFIED	38	LOT 100	HARE STREET	MIDDLETON BEACH
167356	GREAT SOUTHERN BOUNDARIES	RETAINING WALL - UNCERTIFIED	11	LOT 655	FLINDERS PARADE	MIDDLETON BEACH
167348	ALBANY SHEDS AND GARAGES	SHED - UNCERTIFIED	91	LOT 303	HEREFORD WAY	MILPARA
167304	BUNBURY POOLS	SWIMMING POOL - UNCERTIFIED	18	LOT 54	GREENSHIELDS STREET	MIRA MAR
167305	OWNER BUILDER	POOL FENCE - UNCERTIFIED	18	LOT 54	GREENSHIELDS STREET	MIRA MAR
167317	GREAT SOUTHERN BOUNDARIES	RETAINING WALL - UNCERTIFIED	6	LOT 707	BORONIA STREET	MOUNT CLARENCE
167326	B & D MCLEOD	GAMES ROOM WALKWAY PATIO & STORAGE AREA - UNCERTIFIED	1	LOT 44	HANOVER PLACE	MOUNT CLARENCE
167352	A & P FINIGAN BUILDING CO PTY LTD	SHED - INTERNAL ALTERATIONS - UNCERTIFIED	1025	LOT 1	EDEN ROAD	NULLAKI
167334	WAUTERS ENTERPRISES PTY LTD	NEW MULTIPLE RETAIL TENANCY BUILDING - CERTIFIED	7-17	LOTS 20, 62, 61	CHESTER PASS ROAD	ORANA
167349	ROAD RAIL AND MINE PRODUCTS PTY LTD	NOISE WALL - CERTIFIED	16-20	LOT 101	LOCKE STREET	ORANA
167299	OWNER BUILDER	SANITARY FACILITY TO EXISTING FACTORY/STORAGE SHED (UAT) - U	98	LOT 38	ELPHINSTONE ROAD	ROBINSON
167357	WALMSLEY BUILDING CO PTY LTD	SHED EXTENSION - UNCERTIFIED	249	LOT 51	LOWER DENMARK ROAD	ROBINSON
167102	CC ENGINEERING WA PTY LTD	FARM SHED - CERTIFIED	335	LOT 6487	DRAWBIN ROAD	SOUTH STIRLING
167339	AUSTWEST ROOFING PTY LTD	RE-ROOF - TILES TO COLORBOND - UNCERTIFIED	99	LOT 57	HILLMAN STREET	SPENCER PARK
167343	KOSTERS STEEL CONSTRUCTIONS PTY LTD	STEEL FRAME ADDITION TO SHED AND BRICK SCREEN WALLS TO STORA	3-7	LOT 50	HARDIE ROAD	SPENCER PARK
167359	D & K PRICE	NEW GARAGE PATIO AND DECK TO REAR OF HOUSE & PATIO TO FRONT	11	LOT 28	HILLMAN STREET	SPENCER PARK
167325	RANTAM PTY LTD	SHED - UNCERTIFIED	18	LOT 219	KENDELL COURT	WARRENUP
167309	M & V RANIERI BUILDING CONTRACTORS	NEW DWELLING ANCILLARY DWELLING AND RETAINING WALL - UNCERT		LOT 705	GREENWOOD DRIVE	WILLYUNG
167330	KOSTERS STEEL CONSTRUCTIONS PTY LTD	STAGE 2 - DEPOT WORKSHOP SHED OFFICE & EXTERNAL WORKS - CER	60	LOT 103	COPAL ROAD	WILLYUNG
167332	RYDE BUILDING COMPANY PTY LTD	NEW DWELLING & SHED - UNCERTIFIED		LOT 203	GREENWOOD DRIVE	WILLYUNG



REPORT ITEM DIS 362 REFERS

APPLICATION NUMBER	BUILDER	DESCRIPTION OF APPLICATION	STREET #	PROPERTY DESC (LOT #)	STREET ADDRESS	SUBURB
167345	OWNER BUILDER	WATER TANKS X 2 - UNCERTIFIED		LOT 203	GREENWOOD DRIVE	WILLYUNG
167351	RANTAM PTY LTD	SHED - UNCERTIFIED		LOT 705	GREENWOOD DRIVE	WILLYUNG
167312	J ROBERTS	BELOW GROUND SWIMMING POOL - UNCERTIFIED	10	LOT 629	AGONIS GARDENS	YAKAMIA
167329	ALAN DESMOND MCGONNELL	ENSUITE ADDITIONS - CERTIFIED	39-41	LOT 5	BEAUFORT ROAD	YAKAMIA